

**Sonoita-Elgin Fire District
Governing Board Meeting Agenda**

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public that the Sonoita-Elgin Fire District (SEFD) Board of Directors (*SEFD is governed by a five member Board pursuant to A.R.S. §48-803.B*) will hold a meeting on Monday, Nov 20. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 6: pm. local time.

AGENDA:

- A. Call to Order.
- B. Roll Call of Board Members
- C. Pledge of Allegiance.

The following agenda items are scheduled for consideration by the SEFD Board of Directors at the board meeting. Action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

Call to the Public.

A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

- 1) Questions and Answers of Board Candidates: NO Decisions will be made. S. Archibald

NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. §38-431.03(A)(3).

Governing board members may attend telephonically.

The undersigned hereby attests that a copy of this meeting agenda was duly posted at the following locations:

- a) SEFD fire station - 3173 N. Highway 83, Sonoita, AZ
- b) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- c) Santa Cruz County Offices – 3147 N Highway 83, Sonoita, AZ

Governing board meeting agenda dated and posted: Nov 17, 2017. At

17:00 p.m. Local Time

By *Kathy L. Goodwin* Kathy L. Goodwin, Admin to the SEFD Fire Chief

V. FILLING BOARD VACANCIES

In the event that there is a vacancy on the Board caused by the resignation or death of a Board member, this vacancy shall be filled by an individual selected by a quorum of the remaining Board members. The Board shall select an individual to serve within a reasonable time following the occurrence of the vacancy. An individual selected by the Board to fill a vacancy shall serve the remainder of the unexpired term.

The vote of the Board to fill a vacancy shall be carried out as follows:

- 1. The Board shall direct the Chief to distribute and publish a notice of the vacancy, the procedure for application, and the required application form, if applicable.*
- 2. The Chairperson shall call for a discussion of potential replacements.*
- 3. The Board members may nominate replacement candidates and all members of the Board shall then vote on all such nominations collectively until one candidate receives the majority of the votes cast. In the event that there is a deadlock in the voting, the process shall continue until such a replacement is selected.*
- 4. Once an individual is selected by a majority vote, the Chairperson shall call for a motion for that person to fill the vacancy on the Board for the unexpired balance of the term created by the vacancy.*
- 5. The Chairperson shall direct the Fire Chief to notify the selected replacement Board member.*

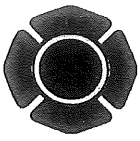
The Fire Chief and/or a Board member may schedule a work session for the new Board member to acquaint him/her with the District's facilities, equipment, personnel, and to provide him/her with copies and an overview of pertinent District policies.

VI. TRAINING

In order to meet the statutory requirements set forth in A.R.S. 48-803, each Board Member shall attend the prescribed six hours of professional training provided by the Arizona Fire District Association. Board members shall complete the training within one year after the date of the certification of their election. This training shall address open meeting laws, finance and budget matters and laws relating to fire district governance and other matters that are reasonably necessary for the effective administration of a fire district.

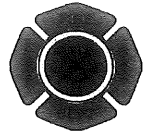
VII. COMPENSATION

The Board shall serve without compensation, but may be reimbursed for any actual and reasonable expenses incurred on behalf of the District which are authorized by the Board.



SONOITA-ELGIN FIRE DISTRICT

“PROUD PAST STRONG FUTURE”



Board Applicant Questions

1. Why would you consider yourself a better candidate than the other applicants? Webber
2. Do you have any preconceived goals or objectives that you hope to accomplish as a Board member? If so, what are they? Webber
3. What is your interest in becoming a SEFD Board member? Why is it important to you? Archibald
4. What do you see as the primary responsibility of the overall Board and what do you see as the primary responsibility of an individual Board member? Archibald
5. What do you see as the greatest challenge for SEFD in the near future? Bahti
6. What do you feel is the primary responsibility of a board member? Bahti
7. If selected for the board, what experience do you bring that would be productive to working group meetings?[Such as - background in strategic planning (short & long term), identifying goals and objectives for SEFD, Board member and Chief responsibilities.] Jenkins
8. Are you willing to devote your personal time (beyond regular meetings) including “homework” such as getting input from the public sector, doing additional research and working with a team toward solutions? Jenkins

Address: 3173 Highway 83. P.O. Box 322 Sonoita, AZ 85637 **Phone:** (520) 455-5854 **Fax:** (520) 455-5361

Website: www.sefd911.org

Fire Chief Joseph M. DeWolf

**Minutes to the special meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, November 20, 2017
6 p.m.**

Call to Order.

Roll Call of Board Members – Jenkins, Webber, Archibald, Bahti (arrived 5 minutes after start of meeting)

Pledge of Allegiance.

Call to the Public – Nancy Webster – Would like to thank the board for their service this year, and thank the staff. I'm hoping that whomever you choose will continue in the learning and positivity of the current environment. Thank you.

Questions and Answers of Board Candidates: There were three individuals who submitted applications; Pat Robinson, Christopher Johnson, and Barry Rorex. Each of the candidates was given the same list of 8 questions – two each as read by the board members. Each candidate was given 15 minutes to answer all eight of the questions. There was no discussion and no decision was made during this meeting. (Decision / selection will be made November 27, 2017, at the regular board meeting.

Adjournment: Motion to adjourn made by Jenkins, seconded by Weber, motion carried unanimously.

Minutes approved on December 18, 2017 _____ Clerk.
Sue Archibald