

Buckskin Fire District  
**NOTICE/AGENDA**  
BUCKSKIN FIRE DISTRICT FIRE BOARD  
**01/10/18 6:00 PM**

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Buckskin Fire District Board of Directors and to the general public that the Buckskin Fire District Fire Board will hold an Open Meeting open to the public on **Wednesday, January 10, 2018 at 6:00 PM** in the classroom of the Buckskin Fire Department located at: 8500 Riverside Dr., Parker, AZ 85344.

The Buckskin Fire District Fire Board may vote to go into **Executive Session**, which will not be open to the public, to discuss certain matters authorized under A.R.S. §38-431.03.A.3. If authorized by a majority vote of the Buckskin Fire District Board of Directors, the executive session will be held immediately after the vote and will not be open to the public.

**Agenda Open Meeting**

1. Call to Order:
2. Roll Call.
3. (Action Item): Approval of Minutes submitted for the Open Meetings held on 12/13/17.
4. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 12/01/17-12/31/17. All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board Members whose signatures are on the warrants issued to vendor(s), as per Buckskin Fire District policy and procedures.
5. Old Business: (Discussion and Possible Action): RFQ for attorney bid.
6. (Discussion and Possible Action): Update on scope of work from Brenda Tranchina.
7. (Discussion and Possible Action): Regarding Policy Manual and Draft Policies.
  - Index and Format of Policy Manual. (*2<sup>nd</sup> reading*)
  - Policy on Adoption, Amendment, Repeal, and Review of Policies and other Regulations. (*2<sup>nd</sup> reading*).
  - Policy on Human Resources, General. (*2<sup>nd</sup> reading*)
  - Equipment Disposal. (*2<sup>nd</sup> reading*)
  - Compensation Administration. (*2<sup>nd</sup> reading*)
  - Policy on Flex Time and Compensatory Time. (*1<sup>st</sup> reading*)
  - Membership on the Board of Directors. (*1<sup>st</sup> reading*)
  - Fire Board Governance and Control. (*1<sup>st</sup> reading*)
  - Overtime Compensation. (*1<sup>st</sup> reading*)
  - Placeholder for Addition Policies for introduction/first reading only.
8. (Discussion and Possible Action): Public Notice update pursuant to Section 38-431 for Board approval and adoption.
9. ( Report) Chairman's Report: Jeff Daniel

10. Fire Chief's Report:

- A. Summary of Incident Report/Activity Log
- B. Monthly Activities
- C. Upcoming Activities and Events
- D. Overtime Report

11. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take action on any item raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda. Public input is limited to two (2) minutes per session unless a greater amount of time is approved by the Board. **The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda; due to restrictions of the Open Meeting Law.***

12. Poll Board Members for *items to be considered for inclusion on next agenda.*

13. **Schedule next Work Session and/or Regular Session;** Wednesday, February 14, 2018.

14. Adjourn.

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Jeff Daniel, Chairman

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Date

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, STEVE ABEL, FIRE CHIEF OF BUCKSKIN FIRE DEPARTMENT (928) 667-3321 PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.