

**NOTICE of the Meeting of the
Buckskin Fire District
Board of Directors
12/14/2016 6:00 p.m.**

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 a Open Meeting open to the public on **Wednesday, December 14, 2016 at 6:00pm** in the classroom of the Buckskin Fire Department located at:
8500 Riverside Dr., Parker, AZ 85344

Pursuant to A.R.S. §38-431.03(A)(3) the Board may vote to go into executive session on any agenda item. Board members or other participants may attend by telephonic conference. The following topic and any variables thereto, will be subject to Board consideration, discussion, approval and other action. All items are set for possible action.

Agenda:

1. Call to Order.
2. Roll Call.
3. (Action Item) **Oath of Office for newly elected Fire Board members - to be administered by current Fire Board members; (Secretary/Clerk Glenda Gerson and/or Board Member Robert (Bob) Gory; and to sign Oath of Office document.** Originals to be maintained by Buckskin Fire Department and to send copies to the La Paz County Board of Supervisors.

***Note: On November 29, 2016 an email was sent to the newly elected Fire Board Members as well as the current Fire Board Members with the following information and link to reference A.R.S. Title 48:

<http://www.azleg.gov/arsDetail/?title=48>

1. A.R.S Title 48 Statures pertaining to Fire Districts
2. Open Meeting Law - in a nutshell
3. Chapter 7 - AZ Opening Meeting Law
4. A.R.S. 48-805 Training Requirement for Fire Board & Fire Chief
5. Fire Board Rules and Regulations
6. BFD Internal Controls Policy
4. (Action Item) **Elect new officers of the Buckskin Fire Board in open voting.**
5. (Action Item) **Newly Elected Chairman to proceed with the remainder of the meeting.**
6. (Action Item) **All Board members to sign document:** Official authorized signatures of new Fire Board for accounts held at the La Paz County Treasurers office.
7. (Action Item) **Approval of Minutes** submitted for the Open Meeting held on November 9, 2016;
8. (Action Item) Discussion and Possible Action: **Acceptance of monthly expense report 11/01/16-11/30/16.** 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.

9. Discussion and Possible Action: Update on **Administrative Assistant applications.**

10. (Report) **Chairman's Report:**

11. (Report) **Fire Chief's Report**

- a. Summary of Incident Report/Activity Log
- b. Monthly Activities
- c. Upcoming activities and events.

12. **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.***

13. Poll Board Member for **items to be considered for inclusion on next agenda.**

14. **Schedule next Work Session and/or Regular Session;** set date and time.

January 18, 2016, 6:00pm

15. Adjourn.

_____ ; Chairman _____ Date
Print Name above

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

<i>Electronically posted by: Pattie Lonnee</i>	<i>Date: 12/8/16</i>	<i>Time: 12:32pm</i>
<i>Posted by:</i>	<i>Date:</i>	<i>Time:</i>