



Approved by the Board, 3/19/24

Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336
Telephone (928) 282-6800 FAX (928) 282-6857

REGULAR BOARD MEETING

Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room

Tuesday, February 20, 2024 / 4:00 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a regular meeting of the Sedona Fire District (SFD) was called to order by Chair Dave Soto at 4:02 PM on Tuesday, February 20, 2024. Executive Assistant, Kim Smathers, recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Board Present: Dave Soto – Chair; Helen McNeal, Board Clerk; Janet Jablow, and Scott Springett – Members
Others Present: Fire Chief Ed Mezulis; Division Chiefs Jordan Baker & Buzz Lechowski; Fire Inspector Kirk Riddell; Director of Administrative Services Heidi Robinson; Finance Representative Sara Simonton, JVG; Attorney William Whittington; and Executive Assistant Smathers - Recorder.

A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

Chair Dave Soto led the Pledge of Allegiance and Chief Ed Mezulis requested a Moment of Silence for the 16 Police Officers and 6 firefighters who passed away since the previous Board Meeting.

II. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION

A. Possible vote to go into Executive Session for legal matters pursuant to ARS §38-431.03(A)(3) re: Notice of Claim.

Chair Soto made motion to go into Executive Session, Clerk McNeal seconded, there was no further discussion, and the vote was unanimous to approve.

III. RECONVENE TO PUBLIC SESSION

A. Discussion/Possible Action: Possible direction to staff re: legal advice pursuant to Notice of Claim.

No direction was given by Board Chair, per legal advice.

IV. BUDGET WORKSHOP

A. Discussion of possible staff direction regarding the FY2025 Budget.

Sara Simonton of JVC presented the standard kickoff of the budget workshop, outlining impacts and timelines for budget preparation.

Chair Soto directed staff to continue their work on budget worksheets.

V. REGULAR BUSINESS MEETING

A. Public Forum:

Speakers are limited to three-minute oral presentations but may submit written comments of any length for Board files. Board Members may not discuss items not specifically identified on the Agenda. Therefore, pursuant to ARS 38-431.01(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

1. **Public Comments**
2. **Executive Staff Response to Public Comments**

There were no requests to speak.

B. Consent Agenda – Discussion/Possible Actions:

All matters under Consent Agenda are considered by the Board to be routine (i.e. Minutes and/or signatory authority for bank accounts), and will be enacted by a single motion approving the Consent Agenda. If discussion is desired on any particular consent item, a Board Member may ask that item be removed from the Consent Agenda to be considered separately.

1. January 16, 2024, Regular Meeting Minutes

Board Chair Dave Soto made a motion to approve the Consent Agenda, Board Member Jablow seconded, there was no further discussion and the motion passed unanimously.

C. Financial Report and Updates – Gabe Buldra, JVG

- 1. Discussion/Possible Action: Review and Approval of January 2024 Finance Report**
Sara Simonton from JVG presented the financial report for January 2024.

Chair Soto made a motion to approve the January 2024 finance report as presented, Clerk McNeal seconded, there was no further discussion and the motion to approve passed unanimously.

D. Staff Items:

1. January 2024 Monthly Fire Chief Report –

a. Administration – Director of Administrative Services Heidi Robinson

Director Robinson briefed the Board on Administration activities.

Operations – Assistant Chief Jayson Coil

Chief Mezulis briefed regarding Operations, HR, and Telecommunications in Assistant Chief Coil's absence.

b. Community Risk Reduction – Chief Dori Booth

Fire Inspector Riddell presented CRR activities and numbers.

c. EMS, Safety, Development & Planning – Division Chief Buzz Lechowski

DC Lechowski briefed the Board on EMS, Fleet, and Dispatch activities.

d. Suppression, Preparedness, and Performance – Chief Jordan Baker

DC Baker reported training activities for the month of January.

e. Fire Chief Report – Fire Chief Mezulis

Chief Mezulis advised the Board on his usual slides and Chief activities.

E. Discussion/Possible Action: To enter an MOU with Verde Valley Fire District and partnering agencies to submit for an AFG grant.

Chief Mezulis provided details and answered Board questions regarding regional grant for cardiac monitors.

Chair Soto motioned to approve the request to enter MOU with Verde Valley Fire District and partnering agencies, Clerk McNeal seconded, there was no further discussion and the motion passed unanimously.

F. Discussion/Possible Action: Discussion/Possible Action to review and sign IAFF Local 3690 and ASEA labor MOUs.

Chair Soto made a motion to table the IAFF Local 3690 and ASEA labor MOUs until March. Clerk McNeal seconded, there was no further discussion and the motion passed unanimously.

G. Discussion/Possible Action: Discussion and verbal approval for Fire Chief to represent SFD in conversations with City of Sedona regarding Station 4 property use proposals.

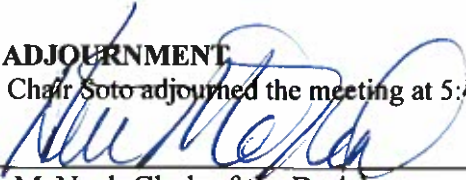
A consensus of the Board members agreed to verbal approval for the Fire Chief to represent SFD in Conversations with City of Sedona regarding Station 4 property use proposals.

H. Board Member Items:

A. Discussion of Fire Board Members Fire District related activities since the last Board Meeting:
The Fire Board members provided details regarding their activities for the month of January.

III. ADJOURNMENT

Chair Soto adjourned the meeting at 5:46 PM.



Helen McNeal, Clerk of the Board

SFD Multipurpose Room is accessible to the handicapped. In compliance with Americans with Disabilities Act, those with special needs, such as large print or other reasonable accommodations, may request them by calling 928-282-6800.

Posted by:

Date:

Time: