



Approved by the Board, 4/16/24

Sedona Fire District

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SPECIAL BOARD MEETING **Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room** **Monday, March 11, 2024 /1:00 PM**

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a special meeting of the Sedona Fire District (SFD) was called to order by Chair Dave Soto at 1:01 PM on Monday, March 11, 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 – Clerk; Janet Jablow, Scott Springett, and Corrie Cooperman – Members. Others Present: Bill Whittington; Division Chief Jordan Baker, for technical expertise regarding Lexipol, and Executive Assistant Kim Smathers – Recorder.

A. Salute to the Flag of the United States of America.

Chair Dave Soto led the Pledge of Allegiance.

II. POLICY WORKSHOP

A. Discussion/Possible Action: Policy Review

The second workshop regarding Fire Board policies was brought to order and the six policies that were designated “Board Policies” were reviewed and edited with input from Mr. Whittington. Division Chief Baker briefed his experience with Lexipol and what he has learned and stated that the Fire Board policies will be the testing ground for Lexipol and that the Board should not get too hung up on formatting or numbering the policies as Lexipol will change those features.

There are six policies that the Board reviewed: Conflict of Interest, Travel & Expense, Legal Assistance, Electronic Tablet Usage, Governing Board Vacancies, and Fire Chief Evaluation Process.

No motions were made. Clerk McNeal will return the “clean” copies to Recorder Smathers for format and edits. At this point, Chair Soto felt it was a good idea to take a break from policies and work on the preamble for the Board Handbook.

III. ADJOURNMENT

Chair Soto adjourned the meeting at 2:51p.m.

//Signed//

Helen McNeal, Clerk of the Board

SFD