



Superstition Fire & Medical District

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Special Board Meeting Minutes

December 16, 2020

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, DECEMBER 16, 2020. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC (VIA CONFERENCE CALL) AND BEGAN AT 3:36 PM.

A. Call to Order

Acting Chairman Jeff Cross called the meeting to order at 3:36 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Acting Chairman Jeff Cross

C. Roll Call

Board Members in attendance were Clerk Kathleen Chamberlain, Director Jeff Cross (Acting Chairman), Director Shawn Kurian and Director Jason Moeller. Chairman Todd House was not in attendance. Senior Leadership Team in attendance were Director Roger Wood and Administrative Services Director Anna Butel. Also in attendance was Sherry Mueller, Human Resources Generalist and Board Secretary. Legal Counsel William Whittington and Recruiter, Heather Renschler from Ralph Anderson & Associates and Captain John Walka attended via video conference call.

1. **Call to the Public. (BOD #2020-12-n/a)** A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to a reasonable time, place, and manner restrictions, to all 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.

NONE

2. **Possible vote to go into Executive Session. The Board may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) for personnel matters. ARS § 38-431.03(A)(3) for legal advice; re: the recruitment and selection of the Fire Chief position. (BOD #2020-12-01)**

Note: Executive Sessions are confidential pursuant to ARS §38-431.03(C).

Motion by Director Moeller to go into Executive Session at 3:38 p.m. pursuant to ARS §38-431.03(A)(1) for personnel matters. ARS § 38-431.03(A)(3) for legal advice; re: the recruitment and selection of the Fire Chief position.

Seconded by Clerk Chamberlain
Vote 4 ayes, 0 nays, MOTION PASSED

3. Discussion and possible direction regarding the Fire Chief selection process. **(BOD #2020-12-02)**

The public session resumed at 4:06 p.m.

Finance Director Roger Wood asked if this would be an appropriate time to set up our next meeting to go over the candidates information and set up Zoom interviews?

Heather Renschler said we are on track with our original calendar. It would be beneficial to establish a date and time for review of the information and resumes of the top tier and back-up group before we set up the video interviews. We would fine-tune that group and pick a future date for the video interviews.

Director Cross stated that the committee wants to see the top tier group, the back-ups and the other resumes as well to see why they didn't make the top tier and the back-up group.

Heather said that the committee can decide if they agree with her determination or wish to make a different decision on the candidates placement in groups.

Director Cross said we will let Heather know what future date the committee would like to meet to review and discuss the candidate information.

Director Cross stated that he would like the committee to interview selected candidates twice.

Heather stated that typically the second interview should be done in person. Heather also said at the next meeting, she would like to talk about the format of the interview and the interview questions. Heather suggests to have the candidates provide a presentation to the committee so the committee can see the candidate's presentation skills.

Director Cross stated that the Board Members are aware that they will need to come up with interview questions for the candidates

Motion by Director Moeller to direct Heather Renschler with Ralph Anderson & Associates to close the job postings for the search for the next fire chief as of 5:00 p.m. on December 16, 2020.

Seconded by Director Kurian
Vote 4 ayes, 0 nays, MOTION PASSED

4. Adjourn **(BOD #2020-12-03)**

Motion by Director Moeller to adjourn the meeting at 4:22 p.m.

Seconded by Director Kurian
Vote 4 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

A handwritten signature in black ink, appearing to read 'K. Chamberlain', written over a horizontal line.

Board Clerk Kathleen Chamberlain
Sherry Mueller