



Superstition Fire & Medical District

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Special Board Meeting Minutes

January 28, 2021

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, JANUARY 28, 2021. 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 4:32 PM.

A. Call to Order

Chairman Kathleen Chamberlain called the meeting to order at 4:32 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Director House

C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Director Todd House, Director Shawn Kurian and Captain John Walka. Clerk Jeff Cross and Director Jason Moeller attended via Zoom Meeting conference call.

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 attended via Zoom video conference call.

1. **Call to the Public. (BOD #2021-01-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. **Discussion and possible direction from the executive recruiter, Ralph Andersen & Associates, via Zoom regarding the upcoming Fire Chief candidate interview process. (BOD #2021-01-01)**

Heather Renschler addressed the group and said she extended seven invitations for interviews for the search for the next Fire Chief of SFMD. All seven invitations were accepted. Heather also let all others know they would not be interviewing for the position.

Heather discussed the format of the upcoming interviews. Four would be done in the afternoon on one day and three would be done in the morning of the next day. The first half-hour on the first day would be to get everyone organized and review the interview questions. The candidates will be scheduled every hour. 45 – 50 minutes of each hour will be for interviewing the candidate(s). The candidate(s) will have five minutes in the beginning to give the interview panel an overview of their experience. Each candidate will be asked the same questions and scored on each question. The candidate(s) will be given five minutes at the end for closing statements.

Heather recommended that we schedule an Executive Session at our next regular Fireboard Meeting on Wednesday, February 17, 2021 so the Board can discuss the scores of the interviews.

No Motion

3. **Discussion and possible direction regarding the Fire Chief selection process. (BOD #2021-01-02)**

No Motion

4. **Discussion and possible direction regarding the next meeting date. (BOD #2021-01-03)**

The following dates have been selected for the next meetings:

- Thursday, February 11, 2021 at 1:00 p.m.
- Friday, February 12, 2021 at 8:00 a.m.

No Motion


5. **Adjourn (BOD #2021-01-04)**

Motion by Director House to adjourn the meeting at 5:19 p.m.

Seconded by Director Kurian

Vote 4 ayes, 0 nays, **MOTION PASSED**

Governing Board Approval:


Board Clerk Jeff Cross
Sherry Mueller