

# ARIZONA CITY FIRE DISTRICT

## SPECIAL SESSION MINUTES

January 22, 2014

1. **Call to order**

Board Chairman Diane Wright called the meeting to order at approximately 6:01 p.m. at the District's hall, located at 14022 S. Sunland Gin Road, Arizona City, AZ.

2. **Pledge of Allegiance**

Board Chairman Wright led those present in the Pledge of Allegiance.

3. **Welcome to Guests**

Board Chairman Diane Wright welcomed the members of the Fire District and guests to the January 22, 2014 Special Board meeting.

Board members present: Board Chairman Diane Wright, Board Clerk Betty Harding, Board member Jim Leary, Board member Bill Bailey and Board member David Eastwood.

Also present: Assistant Fire Chief Jeremy Leary, Business Manager Hazel Corbin, Brenda Tranchina with Human Resources Strategies, LLC

Public Present: Jennie Carlson, John Trainor, Donna Wyatt, and Pam Anderson.

4. **Fire Chief's Report**

None

5. **Staff Report**      None

6. **Correspondence**      None

7. **Consent Agenda**      None

8. **Call to the Public**

10. **New Business:**

- A. **Discussion and possible action re: the recruitment and selection of the Fire Chief.**
1. **Timeline and schedule development**
  2. **Identification and development of the "Ideal Candidate" profile.**
  3. **Development/revision of Fire Chief's job description.**

4. Development of the Information/Application Packet specifies.

After an hour of discussion Board member David Eastwood made the motion to have Brenda Tranchina with Human Resource Strategies LLC to search for a Fire Chief using the following package and requirements:

\$65,000 - \$80,000 Salary rate, 5% matching for Pension, use of the Command Truck, \$500 stipend for Insurance per month, use of Cell phone, allowance for Uniforms, Residency within 20 miles of the District  
15 years of fire service experience, including at least 5 years in Supervision/Management.

Associate Degree in the Fire/EMT field, EMT I and II, Firefighter I and II, 12 months to receive Fire Inspector and Fire Investigator.

The motion was 2<sup>nd</sup> by Board Clerk Betty Harding and was unanimously approved.

9. Old Business:

None

11. Next Meeting Date

Next regular business meeting will be February 19, 2014 at 6:00 p.m.

12. Agenda Items for Next Meeting.

Board Chairman Wright asked that the items for February 19, 2014 agenda please be given to the Business Manager by Tuesday, February 11, 2014.

13. Adjournment

Thereafter, Chairman Diane Wright adjourned the public session at approximately 7:47 p.m.

Date approved: \_\_\_\_\_

2/19/14

Betty Harding  
Board Clerk