

Mayer Fire District
Regular Meeting Minutes
Wednesday, July 17, 2019 5:00PM
Mayer Fire Administration

1 **Call to order**

Chairman Coe called the meeting to order at 5:00 P.M.

2 **Pledge of allegiance**

3 **Roll Call of members**

Present were Chairman Coe, Clerk Madsen, Member Baca, Member Montgomery, Member Junkins. All present.

4 **Call to the public (The Fire Board can only respond to items on the Agenda, Comments limited to two minutes each.)**

There was no public comment.

5 **Chief's Report**

Chief McGhee reviewed the financial and current event report. A copy of this report is filed with the meeting packet.

a) Monthly and year-to-date financials, (Chief salary moved from Suppression to Administration)

The biggest expense for repair was for tires on Engine 22 for \$1,842.36.

The Chief's salary was moved from the Operations account to the Administration account in order to match the budget.

b) Current event report

6 **Mayer Chapter of the International Association of Firefighters (IAFF) Local #3066 (the Union) report;**

a. Update on Memorandum of Understanding (Union & Governing Board)

Jake Alanis local chapter #3066 Vice President spoke representing the Union. He met with Chief McGhee and also got input from each of the shifts regarding top priorities and what is best for the district. He is hoping to have the MOU (Memorandum of Understanding) prepared to present to the Board at the next meeting.

b. Staffing directive

This is the biggest hurdle at this time. The Board was sent the staffing directive from the Chief and the staffing directive from the Labor Group.

The Labor Group wishes to have a qualified Captain/Acting Captain on duty every day. They feel that having properly trained leadership every day is important for safety, response and community. Chief's biggest concern is for the potential for unscheduled overtime costs.

There is a testing process scheduled to qualify new Acting Captains in order to have a Captain and two Acting Captains on shift every day.

Member Montgomery asked if there was a way to put a maximum amount on the unscheduled overtime hours. Representative Alanis pointed to the variables involved and stated it may be difficult to adhere to that in some situations. He also stated that there would be a clause in the staffing directive to defer to the Chief and Board if an unexpected situation arises.

Chief McGhee reviewed the unscheduled overtime hours for the last 6 payrolls; before and after the recent change to the staffing directive. Chief McGhee will be keeping the Board informed of overtime each payroll.

7 **Combined Committee (Budget, Labor, and Policy & Procedure) update**

Nothing to report.

8 **Consent Agenda**

Member Baca moved to accept the Consent Agenda a. through h. as posted. Member Junkins seconded the motion. The vote was Aye-5; No-0; all voting Aye. Motion carried.

9 ***Mayer Fire District full-time employee pay***

Chief McGhee along with the Union recommend to the fire board, a cost of living adjustment (COLA), for full-time employees starting next pay period. The recommendation is:

- no increase for 0-1 year service
- 1% increase for 1-5 years' service
- 2% increase for over 5 years' service

The budget was planned to award the increases at the half year mark (December 2019), but the Union requests the increases be awarded starting the next payroll. Chief McGhee states that the budget can absorb the difference.

Member Baca motioned to approve the pay raise as recommended, to be effective next payroll to be processed July 29 for pay date August 1. Member Junkins seconded the motion. The vote was Aye-5, No-0; all voting Aye. Motion carried.

10 ***Public Hearing regarding the 2019/2020 Budget***

The public hearing opened at 6:37 and closed at 6:37 due to no public comment.

11 ***Final approval of the 2019/2020 Budget to be submitted to Yavapai County***

Chairman Coe motioned to accept the 2019/2020 budget. Member Montgomery seconded the motion. The vote was Aye-5, No-0; all voting Aye. Motion carried.

12 ***Possible change to the Policy and Procedure Manual regarding Recruitment and Selection: Examination Process Policy pertaining to internal applicants and initial probationary period***

Chief McGhee recommends striking item N in the policy due to its limiting effect on internal employees.

Member Baca motioned to strike item N from the Employment Practices policy. Member Junkins seconded the motion. The vote was Aye-5, No-0; all voting Aye. Motion carried.

13 ***Future Agenda items***

Facial hair policy

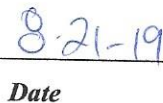
14 ***Future meeting dates***

The next regular board meeting is scheduled for August 21, 2019 at 5:00 P.M.

15 ***Adjournment***

Member Junkins motioned to adjourn the meeting. Member Montgomery seconded the motion. The vote was Aye-5, No-0; all voting Aye. Motion carried. Chairman Coe called the meeting adjourned at 5:50 P.M.


Clerk Madsen


Date