

Minutes of the Special Joint Meeting of the Elected Officials of
Rio Rico Medical & Fire District and Tubac Fire District
held on April 19th, 2018

Chairman Michael Connelly called the special meeting to order for Tubac Fire District (TFD) and Rio Rico Medical and Fire District at 17:31 hrs. Pledge of allegiance. Roll call for TFD with M Connelly, Candy Clancy, Mary Dahl, Herb Wisdom and Bill Kirkpatrick present.

Dean Davis called the meeting to order for Rio Rico Medical & Fire District (RRMFD) with Board members Mike Vohland, Brad Beach, Bill Padilla and D. Davis present. Dr. Bejarano absent.

D Davis introduced the reason for the meeting stating the Chairs have been in communication regarding possible savings to tax payers and work together amongst the Districts, including sharing a fire chief position. M Connelly stated that conversations between TFD and RRMFD have been ongoing for years. M Connelly introduced Brenda Tranchina from Human Resource Strategies.

Tranchina from Human Resource Strategies presented information on a possible recruitment process stating that the first step would be meeting with the Board to find out what the traits, qualifications and experience of candidate the Boards are looking for which would lead to developing the recruitment brochure to be published at agreed websites. The assessment center would commonly include a 2-day process, which would put candidates through five to seven exercises of what the Fire Chief position would do. The evaluators would be Fire Chiefs able to determine if the candidates are qualified to do the job. Qualified candidates would be presented to the Boards for Boards to make a final decision. Included in the selection is a background check by Tranchina. H. Wisdom asked about cost, per Tranchina to be approximately \$15,000 with cost allocation per District. B Kirkpatrick asked Tranchina for her experience with a joint Fire Chief. Tranchina stated that she is aware of three districts sharing a Chief's position, under different circumstances. Tranchina conducted the assessment and Districts allocated the costs, 1/3 to 2/3 split.

Tranchina stated that one example of joint fire chief was Central Yavapai and Chino Valley. Districts are now doing a Joint Powers Authority (JPA) with Chief Scott Freitag. Chief Freitag started overseeing Chino Valley FD via a contract planned to be for a short period. Both districts liked the results and moved to approve a JPA. Second example presented was the Montezuma Rim Rock hiring Chief Terri Keller. Camp Verde Valley Fire Chief's retired and Chief Keller approached the Board. Camp Verde hesitated and required Chief Keller to go through the selection process with other candidates. Chief Keller was selected and over the last year, the districts formed the JPA of Copper Canyon FD.

H. Wisdom asked if recruitment would include internal/external candidates. Tranchina stated that the Boards would decide the qualifications and could include internal candidates. H. Wisdom asked about expenses for candidates' travel. Brenda stated that Districts commonly don't pay for travel for applicants, but most pay for lodging for Assessment Center panel members. M Vohland asked about the candidate pool of the previous selection for RRMFD. Brenda stated that the pool was very limited the previous time and a joint position would require more stringent qualifications for a Fire Chief. Someone who has not been in the Fire Chief's position may be challenged to run both Districts.

Third example of joint fire chief was Palominas Fire and Sonoita Elgin Fire District. Chief DeWolf has been with Sonoita for many years. Chief DeWolf agreed to help the other district out on a temporary basis, but that continued. After a couple of months, the Palominas Board was very impressed and both Boards came together to implement a long-term shared position.

H Wisdom asked how the decision would be made, if it required the community to vote. B. Tranchina responded that it would not, instead being a Board decision by both Districts.

M Connelly asked about small candidate pool for RRMFD on the recent process. Brenda stated that in general the numbers may not be as high as they used to be; in addition to other factors such as the cost of living, school districts, negative press, salary will play a factor.

C Clancy asked how many recruitments B. Tranchina had done in Arizona which Tranchina stated to be over 17 years and at least 16 processes.

M Vohland asked if Tranchina had done recruiting for a single Fire Board. Brenda stated all three described examples were single Boards.

M Dahl asked about experience with merger and consolidation. Brenda stated that she had seen various districts start differently, including a joint chief or joint powers authority, for example the Timber Mesa FD which combined three fire districts or the Mountain Vista and Golder Ranch Fire where Mountain Vista consolidated into Golder Ranch. A consolidation requires the budgets and Boards to combine, a JPA does not. Each Board and District budget is separate.

M Dahl asked for advantages of a joint fire district, merger, etc. Brenda stated there is a difference in each case. Some Districts started with a joint contract for fire chief, and then moved on to include a fire marshal IGA; Camp Verde and Montezuma started with fire chief and moved on to consolidate administrative, fire marshal and reserve pool. Chiefs that have done this report a cost savings or improved services to the community. Chief Keeley clarified the differences between JPA reporting to two Boards and a complete merger, including impacts on bonding capacities.

B Beach asked if it would be beneficial to include the

unions to have input on that for decisions to be from bottom up. Brenda stated that it would be a decision of the Boards, and that there was nothing wrong with employee input. C Clancy stated that the Tubac Board asked for input from firefighters, but hadn't received anything to date. Brenda stated that she didn't have any problem with input from labor. M Connelly described the process as a first step in a 20-mile hike, with first step being consideration for a joint process on the agenda, which was not a legally binding process, adding that future meetings would require contracting Brenda, and would allow for employee input. D Davis stated that with both Districts being in the same situation, needing a fire chief, the Boards would either work together or compete against each other for the candidates. H Wisdom asked for the internal candidates to be able to submit applications. M Vohland agreed. M Dahl asked for a decision to work together and then the Boards would meet again and decide the qualifications.

M Connelly asked if there was a motion for possible action to cooperate between the Tubac Fire District and Rio Rico Medical and Fire in Recruitment and Hiring of an Individual to Perform Joint Fire Chief Services. M Dahl moved to approve the cooperation between the Districts. The motion was seconded by B Kirkpatrick. Motion approved unanimously by the Tubac Fire Board.

B Padilla made motion to approve the motion to cooperate in a selection process for RRMFD. D Davis seconded the motion. B Padilla and D Davis voted in favor; M Vohland and B Beach voted against.

M Connelly moved to move to the call to the public. Les Babnew stated that he was looking forward to seeing both Districts working together. B Beach stated that he needed more time to think about the process. B. Padilla stated that since the process is non-binding, he is willing to approve the motion. M Vohland stated that this was just thrown to the Board, although he thinks it was a good idea to merge.

Mark South recommended to give the process a shot and go through a joint process. Lee Blackwell stated that hiring a fire chief first may not be the first step and requested consideration of consolidation first. Tranchina stated that a consolidation/merger process would be difficult without a fire chief leading the efforts between two districts.

Firefighter Alvarez (TFD) thanked both Boards for their willingness to include the employees. C Clancy asked for individual emails from firefighters. L Babnew asked the Boards to have it as an agenda item. Member of the public asked about the timing implications including exploring a joint chief. M Vohland stated that Boards need to speak to members and unions; knowing there is a time-constraint. M Vohland stated that Tubac should not take their vote to not consider a joint decision. Bob Clancy added he was concerned about RRMFD hiring a fire chief in December without consultation with Tubac, which was a disaster for RRMFD. Ray Sayre added that there is an AFDA regional representative available for both Districts to provide guidance. Tranchina added that all three chiefs from districts mentioned were willing to talk to one or both Boards about their experience. C Clancy stated that an IGA would be a baby step for both processes and allow the Boards to see how they like the results. B Beach stated the timeframe for hiring process is about four months. D Davis stated that this meeting was not to work towards a joint powers or consolidation, instead it was only to begin consideration of a joint selection process. D Davis would like to have this on the agenda for the next Board meeting for further discussion; upcoming meetings for RRMFD is Tuesday at 5:30 PM and Tubac's is Wednesday at 6:00 PM.

M Connelly moved to adjourn. D Davis moved to adjourn at 18:25.

Dated this _____ day of _____ 2018.

Fire District Elected Official _____ Clerk of the Board