



TUBAC FIRE DISTRICT

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TUBAC FIRE DISTRICT BOARD MEETING MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
June 28, 2023

1. Call to order and Pledge of Allegiance: The meeting was called to order at 1:30 p.m., by Mary Dahl. The Pledge of Allegiance was recited.
2. Roll call of Board Members: Pete Benequista, Rich Bohman, Sandy Johnson, and Mary Dahl were present at Station #2. Herb Wisdom was absent. Also, in attendance at Station #2, Fire Chief Ben Guerrero, Deputy Chief Genaro Rivera, Acting Deputy Chief Hesly Guerrero, Bianca Hamric and Adriana Olea. Gabe Buldra attended on behalf of James Vincent Group. Members of the public in attendance were Ron & Kathi Campana, Victor Jimenez, Miguel Uzeta, Susana Jimenez, Fernanda Flores, Anabel Cervantes, Jesus Octavio Cervantes, Jesus Cervantes Jr., and Valeria Cervantes.
3. Badge Pinning:
 - i. Larry March Banks
 - ii. Alfonso Cortinas
4. Report from Board Members: Peter Benequista reported that he received the Bank of America forms from Bianca Hamric to sign and notarize for authorization to the checking and savings accounts. Mr. Benequista suggested that we begin holding our monthly board meetings at the Tubac Community Center. Rich Bohman requested we have an ongoing agenda item regarding the Station 1 project for the board meetings until the project is completed. Mr. Johnson expressed his concern regarding proposals sent out to board members 3 days before a decision is to be determined. He is requesting more time to look over proposals to research the matter before making a formal decision.
5. Reading of public comments submitted via email: Mindy Maddock emailed the Fire District congratulating Fire Chief Ben Guerrero, Chairman Mary Dahl, and the members of the fire Board for bringing the conceptual plan for the replacement of station #1 building in under 9,000 sf.
6. Call to the Public: Kathi Campana expressed her support for a community room for the new station #1. She stated that the Tubac Community Center does not have adequate audio set up for these types of meetings.
7. Correspondence: None.
8. Chairs Report: Board Chair Mary Dahl responded to Mindy Maddock's email by stating that the credit for the work on the Station 1 final conceptual plan goes to the Fire Chief Ben Guerrero for demonstrating leadership and his commitment to work with the architects to bring this plan forward. The second item Ms. Dahl reported is that she will be attending a 4th of July event at the Tubac Presidio State Historic Park.

9. Chief and Staff Report: Captain Hesly Guerrero, Deputy Chief Genaro Rivera and Fire Chief Ben Guerrero provided the monthly Staff Report for June.
 - a. Operations Update
 - b. Training
 - c. Wildland Update
 - d. Administration Update
10. Monthly Financial Report for June 2023: Gabe Buldra presented the financial reports for the month of June 2023.
11. Consent Agenda: Mary Dahl made a motion to approve the consent agenda that excluded agenda item,
 - a. Approval of minutes for April 14, 2023, Special Board Meeting. Rich Bohman seconded the motion to approve the consent agenda; all were in favor, the motion passed.
12. Discussion and information only regarding the Tubac Fire District FY 24/25 budget: Gabe Buldra presented the FY 24/25 budget.
13. Discussion and possible action approve letter of engagement with Goldsmith & Mendoza Law Firm (Req: Guerrero): Rich Bohman moved to approve the letter of engagement with Goldsmith and Mendoza presented to provide legal services and council. Sandy Johnson seconded the motion; all in favor, the motion passed.
14. Discussion and possible action to seek a request for proposal for our 2023/2024 FY audit. (Req. Guerrero): Sandy Johnson suggested the use of Candy Clancy for the future audit of the fire district. Mr. Buldra informed the board of standards that are required for the audit and the benefits of going with an auditing firm. Mr. Johnson moved to approve seeking proposals from qualified firms for our FY2023/2024 audit, Rich Bohman seconded the motion; all were in favor, the motion passed.
15. Discussion and possible action to approve the use of Human Resources Strategies for the Deputy Chief testing process. (Req: Guerrero) Chief Ben Guerrero informed the board that the cost for Human Resource Strategies to conduct Deputy Chief testing is \$6,800. Mr. Buldra confirmed to the board that the district's budget for the 2024 fiscal year includes the expense for the testing. Sandy Johnson moved to approve Human Resources Strategies not to exceed the \$6,800; Rich Bowman seconded the motion; Mary Dahl was in favor; Sandy Johnson abstained; Pete Benequista voted nay. The motion failed for lack of a majority of the quorum in favor. In further discussion Mr. Benequista and Sandy Johnson raised concerns about the testing being expensive and questioned why it is not possible to be done in-house. Chairman Mary Dahl explained to the board the value of using Human Resource Strategies to do the testing for Deputy Chief. She expressed her support of the testing process conducted through HRS. Mr. Johnson reiterated he would like to see this process done internally. Mr. Bohman stated he is in favor of hiring HRS for this purpose due to the many projects the Fire Chief has ongoing. Mr. Bohman made a motion to for the approval of Human Resource Strategies to conduct the testing process for Deputy Chief (not to exceed \$6,800) and Chairman Mary Dahl seconded the motion all in favor; motion passed.
16. Discussion and possible action to update the Holiday pay policy. (Req: Guerrero) Chief Guerrero is requesting that Section E. of the Holiday Pay Policy be reworded as follows: "If a suppression employee works on a District-recognized holiday, he shall be paid time and a half for the actual hours worked on the holiday." Sandy Johnson moved to approve the requested change to the personnel policy. Mr. Bohman seconded the motion, all in favor; the motion passed.
17. Future Agenda items: none
18. Next meeting: July 26,2023 at 1:30 p.m.
19. Adjourn meeting: Rich Bohman moved to adjourn the meeting at 3:15p.m. and Sandy Johnson seconded all in favor; the motion passed.

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