



**SAN SIMON FIRE DISTRICT**

*SERVING RESIDENTS OF THE SAN SIMON FIRE DISTRICT,  
AND NEIGHBORING COCHISE COUNTY*

Mailing Address: PO Box 244, San Simon, AZ 85632  
Phone (520) 845-2439

1. **Call to Order** – Meeting was called to order at 6:00 p.m. by Board Chair, Rebecca Phifer
2. **Roll Call**
  - A. **Attendance and Confirmation of Quorum** – Board Chair Rebecca Phifer and Board Clerk Mary Sparkman and Board Member Michelle Larned were present. Board Chair Phifer acknowledged that a quorum was met.
  - B. **Board Members Absent** – No Board Member was absent.
  - C. **Declarations of Conflicts of Interest** – No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** – Board Chair Phifer led attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – Bowie Fire District Representatives - Burt Ervin, Jami and Gary Nasta, Robert Clarkston; Kit and Peggy Judd and San Simon Volunteers.
5. **Approval of Agenda** – Following discussion, Board Member Larned moved to approve the agenda. Board Clerk Sparkman seconded the motion.

Vote:  
In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned  
Opposed – none  
Motion carried
6. **Approval of Minutes for July 9, 2019 Regular Board Meeting and August 6, 2019 Work Session** – Following discussion, Board Chair Phifer moved to approve the minutes from the July 9, 2019 Regular Board Meeting and August 6, 2019 Work Session. Board Clerk Sparkman seconded the motion.

San Simon Fire District  
Regular Board Meeting  
August 13, 2019  
Minutes

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned

Opposed – none

Motion carried

7. **Call to Public** – County Supervisor Peggy Judd stated she will be getting out more and visiting on a regular basis.

8. **Financial Report**

**A Review, discuss, and possible action regarding the financials for July 2019.**

Following discussion, Board Clerk Sparkman moved to approve the financial report for July 2019, Board Member Larned seconded the motion.

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned

Opposed – none

Motion carried

9. **Fire Chief's Report** - The Fire Chief's Report was presented by Fire Chief Josh Steinberg. (See the attached Fire Chief's Report.

10. **Board Reports**

- A. **Board Chair – Rebecca Phifer**, Went to SPFD Board Meeting to discuss the IGA Progress, attended Bowie Fire District Meeting to discuss issues, Bowie withdrew their bill for her fire.
- B. **Board Clerk – Mary Sparkman**, Nothing to report.
- C. **Board Member – Michele Larned**, Had questions on the installation of a windsock, the need for a brighter tower light and the phone outage issue.

11. **Old Business**

- A. **Review, discuss and possible action regarding the SEACOM IGA.** – Following discussion, Board Chair Phifer moves to table the SEACOM IGA until the next meeting. Board Clerk Sparkman seconded the motion.

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned

Opposed – none

Motion carried

12. **New Business**

- A. **Review and discuss the AFDA Conference attended by Fire Chief Josh Steinberg.** – Fire Chief Steinberg gave a report on the classes attended while at the AFDA Conference.
- B. **Review, discuss and possible action regarding the adoption of Employment/Hiring Policies.** – Following discussion, Board Chair Phifer moved to accept the

Employment/Hiring Policies as written, except 303.3, item 1 to read "Volunteer Firefighters are required to work a minimum of 2 events or activities every 2 months." Next line to read "Volunteer Firefighters are required to attend 1 district training a quarter." Board Clerk Sparkman seconded the motion.

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned  
Opposed – none  
Motion carried

- C. Review, discuss and possible action to appoint a Hiring Committee.** – Following discussion, Board Chair Phifer moved to appoint Fire Chief Steinberg, Admin Diane Allen and Board Chair Mary Sparkman to the Hiring Committee. Board Member Larned seconded the motion.

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned  
Opposed – none  
Motion carried

- D. Review and discuss operations, mutual aid and training issues between Bowie Fire District and San Simon Fire District.** – Bowie Fire District discussed an invitation to SSFD for smoke training and extrication training. As well as the questions/concerns from the Bowie Fire District that were given to SSFD Board Chair were answered by the San Simon Fire Chief and discussed between Bowie and the San Simon Fire Board.

- E. Review, discuss and possible action to adopt a Confidentiality Statement.** - Following discussion, Board Clerk Sparkman moved to adopt the Confidentiality Statement. Board Member Larned seconded the motion.

Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned  
Opposed – none  
Motion carried

**13. Requests from Board Member for Future Agenda items.**

- A. Board Chair Phifer would like an agenda item to adopt an electronics use policy.**

**14. Next Board Meeting – September 10, 2019 at 6:00 pm**

San Simon Fire District  
Regular Board Meeting  
August 13, 2019  
Minutes

**15. Adjournment** - Board Member Larned moved to adjourn the meeting at 7:55 pm. Board Clerk Sparkman seconded the motion.


Vote:

In favor – Board Chair Rebecca Phifer, Board Clerk Mary Sparkman and Board Member Michele Larned

Opposed – none

Motion carried

Respectfully submitted,  
Diane Allen

  
Board Clerk

Approved: September 10, 2019