



San Simon Fire District

PO Box 244 - 2249 W. Firehouse Lane
San Simon, AZ 85632

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Dedicated
to:
Calming
Fears
— .

San Simon Fire District
Special Meeting
January 16, 2026

1. CALL TO ORDER:

Chairman Guzman called the meeting to order at 6:02 pm, at the San Simon Fire Station, 2249 W. Firehouse Lane, San Simon, AZ 85632.

2. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance lead by Chairman Guzman.

3. ROLL CALL OF OFFICERS:

Governing Board: Chairman Fernando Guzman - Present
Clerk of the Board Pati Fickett – Present
Board Member – Ashley Peterson – Present Via Phone

Administration: Chief John Novak – Present
Captain Heather Lentz – Present
Wildland Division Chief Chris Anthis – Present
Fire Protection Specialist/Firefighter Michele Larned – Present

Firefighters/Support:
Chuck Fickett

Guests:
None

Via Phone: Donna Aversa, San Simon Fire District Attorney

4. REVIEW/DISCUSSION/POSSIBLE ACTION THE FOLLOWING ITEMS:

A. EXECUTIVE SESSION – Pursuant to A.R.S. § 38-341.03(A)(3), the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the District regarding Agenda Items 4B and 4C.

Note: Executive Sessions are confidential pursuant to A.R.S. § 38-431.03(C)
No Executive Sessions held.

B. FIRE CHIEF’S REQUEST FOR EMERGENCY LEAVE AND CONFIRMATION OF CHAIN OF COMMAND IN HIS ABSENCE: Chief Novak requested a two-week leave of absence to

address a family emergency, time to be deducted from his Personal Time Off (PTO) Account.

- C. FIRE CHIEF’S REQUEST TO CASH OUT 120 HOURS OF PERSONAL TIME OFF (PTO) ACCOUNT: As of January 16, 2026, the balance of Chief Novak’s PTO Account is 822.24 hours and accrues at 6.16 hours per pay period as per Chief Novak’s Employment Contract.

Mrs. Fickett moved to combine Agenda Items 4B and 4C and approve Chief Novak’s request for a two-week leave of absence, beginning January 20, 2026, with the time to be deducted from his PTO account and grant his request to Cash Out 120 hours of his accrued PTO account, to be calculated by his annual rate of pay with the deduction of payroll taxes.

Mrs. Peterson seconded the motion.

Motion Passed

Voting	Aye	Nay	Abstain	Absent
Mr. Guzman	X			
Mrs. Fickett	X			
Mrs. Peterson	X			

Chain of Command in Chief Novak’s Absent: Assistant Chief Anthis, Captain Lentz, Fire Protection Specialist/Firefighter Michele Larned.

5. ADJOURN:

Chairman Guzman adjourned the meeting at 6:29 pm.

Submitted Respectfully By: Pati Fickett

Patricia Fickett, Clerk of the Board

Date