



*Westwood Estates  
Fire District*



**Westwood Estates Fire District**

**Governing Board**

**Regular Session**

**September 15, 2016**

**City of Flagstaff Station 1 - 1972 S. Thompson St, Flagstaff AZ, 10:00 am**

1. CALL TO ORDER - Clerk Boalich called the Governing Board Meeting to order on Thursday, September 15, 2016 at 10:02 a.m. at the City of Flagstaff Fire Station 1, 1972 S. Thompson Road, Flagstaff, AZ
2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM
  - a. Present: Clerk Chris Boalich and Member Todd Dobbs
  - b. Absent: Chairperson Shawn Winiecki
  - c. Public: Deputy Chief Jerry Bills, and Chris Gioia, AdministrationNote: Clerk Chris Boalich is sitting in as Vice Chair and Member Dobbs was sitting in as Clerk in the absence of the Chairperson Winiecki.
3. Oath of Office for Board Members and information sheet – Chief Bills gave the Oath of Office to Vice Chair Boalich and Clerk Dobbs. Both completed the Fire Board Member Information Sheet for Administration.
4. CALL TO THE PUBLIC - No response to the Call to the Public
5. Minutes – Minutes from August 18, 2016 were presented to the Fire Board. Clerk Dobbs made a motion to accept the Minutes from August 18, 2016 as written. Vice Chair Boalich seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None
6. Financial – Financial from August, 2016 were presented to the Fire Board. Vice-Chair Boalich made a motion to accept the Minutes from August, 2016 as presented by Administration. Clerk Dobbs seconded the motion. Public Comment: None. Vote Conducted: Motion Carried Ayes Boalich, Dobbs, Nays: None
7. Current Events Summaries, Reports, and/or Correspondence– There was discussion amongst the Fire Board regarding availability of community room at Station 6 for board meetings.
8. NEW BUSINESS / ACTION ITEMS
  - a. **Review, and discuss VFIS application.** Chris Gioia updated the Fire Board on the process of the VFIS application process. Currently the Fire Board is waiting to hear back from VFIS regarding coverage and premiums. When that information is available Chris Gioia will send it on to the Fire Board.
  - b. **Review, and discuss Auditor Process.** Chris Gioia presented that she had spoken to the County Board of Supervisors office and they would like a current audit. Chris Gioia presented to the board the letter of interest that would be sent out on behalf of the Fire



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Board and a list of potential Auditors. The Fire Board reviewed the letter and the list. Instead of asking for a three year contract with the Auditor they decided to ask for a one year contract. Letters will go out next week and there will also be a Notice of Request for Proposals on Facebook and the webpage.

9. FIRE BOARD COMMENTS- None

10. ADJOURNMENT – Clerk Dobbs made a motion to adjourn, Vice Chair Boalich second. All in Favor. This meeting adjourned at 10:29

Respectfully Submitted by  
Chris Gioia, Administrative Officer