

*Peoples Valley Fire District*  
*PO Box 936, Yarnell, AZ 85362*  
*17275 W.Burning Bush Drive, Peoples Valley, AZ 86332*  
**BOARD OF DIRECTORS**  
**STRATEGIC PLAN DEVELOPMENT COMMITTEE**  
**MEETING MINUTES**  
**The meeting was held at 18205 S. Highway 89**  
**December 15, 2022, 1:00 PM**

Pursuant to Arizona Revised Statutes (A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board and the General Public that the Peoples Valley Fire District Governing Board will hold a Strategic Plan Development meeting on the date and time listed above at 17275 W. Burning Bush Drive, Peoples Valley, AZ. The topics listed and any variables thereto will be subject to Strategic Plan Development Committee consideration, discussion, approval, or other action. Copies of the Agenda are available at the Peoples Valley Fire Station. If any disabled person needs accommodations, please notify the Peoples Valley Fire District prior to the scheduled meeting time. Members may be participating in all or a portion of the meeting telephonically. The Governing Board may consider any item on this agenda in any order and at any time during the meeting.

- 1. CALL TO ORDER at 1:02 by Ray Paiz**
- 2. PLEDGE OF ALLEGIANCE led by Judy Garner**
- 3. ROLL CALL OF COMMITTEE: present - Ray Paiz, Shawn Bomar, Wayne Keller, Britteny Dwiggin, Grey Stafford, Captain Larsen for Ronnie Hernandez, and Neil Rifembark (at 2:05),**  
**Absent – Ronnie Hernandez, James Jacobs**  
**Public: Karl Kennedy, Jane Meyers, Mike Beyle, Judy Garner, and Pat Martin**  
**Clerk: Lori Bomar**
- 4. CORRESPONDENCE: none**
- 5. COMMITTEE REPORTS**
  - A. Mission Committee: Captain Larsen presented the committee with a proposed Mission Statement – “We commit to safely protecting and preserving the lives, property, and environment of the residents of the Weaver Mountains and their neighboring communities. This will be accomplished by fulfilling our district vision and acting as professional forward-thinking public servants in accordance with our core values.”
  - B. Vision Committee: no report
- 6. ACTION ITEMS**
  - A. Discussion/presentation of a General Outline for our Strategic Plan: Ray Paiz presented a general outline template that included the following:
    - Title Page, which will have both logs and stations 81 and 82
    - Table of Contents
    - Vision and Mission Statements
    - Acknowledgments
    - Introduction
    - Organizational Chart

- District Demographics and Service Levels
  - Achievements
  - Core Values
  - District Boundaries and Mutual Aid
  - Strategic Goals and Objectives
  - List of Strategic Goals
  - Strategic Goals – 1, 2, 3, etc., with objectives and timelines
  - Plan Implementation
  - Appendices
- B. Discussion/possible action to adopt a Mission Statement for presentation to the District Board
- Chief Bomar made a motion to approve the proposed Mission Statement.
  - Seconded: Britteny Dwiggin
  - Ayes: Ray Paiz, Shawn Bomar, Alexander Larsen representing Ronnie Hernandez, Grey Stafford, Britteny Dwiggin, Wayne Keller
  - Nays: 0
  - Abstain: 0
- C. Discussion/possible action to adopt a Vision Statement for presentation to the District Board
- Britteny Dwiggin made a motion to table the proposed Vision Statement.
  - Seconded: Alexander Larsen
  - Ayes: Ray Paiz, Shawn Bomar, Alexander Larsen representing Ronnie Hernandez, Grey Stafford, Britteny Dwiggin, Wayne Keller
  - Nays: 0
  - Abstain: 0
- D. Discussion/possible action establishing priorities for SWOT Analysis, Goals, and Objectives of the Fire District components listed in Item 6A of the November 17, 2022, meeting.
- Prioritized goals and objectives:
- Asset Management (equipment, PPE, maintenance, replacement)
  - Facilities
  - Personnel / Staffing (health and safety, training, roster size)
  - Financial Administration (Third party accountant, budget, revenues, expenditures, grant, and donations)
  - Community Outreach / Affairs
  - Succession Planning

## **7. COMMITTEE MEMBER COMMENTS**

- A. Confirm the date for the next Strategic Plan Development Committee Meeting:  
Thursday, January 19th, 2023 at 1:00 PM at the Peoples Valley Old School.

## **8. ADJOURNMENT at 2:30 PM**