



**Northwest Fire District
Governing Board**
13535 North Marana Main Street
Marana, Arizona

SCHEDULED

MEMORANDUM NO. {{item.tracking_number}}

Date: February 27, 2024
To: Governing Board
From: Kim Sotomayor, Director
Division: Business Services
Type of Action: Formal Action/Motion
Strategic Plan Goals: Support and reinforce the critical functions of personnel related services
Agenda Item: Approval of Personnel Policies 1040,1041,1044 through 1047, and 1051, and Procedures 1012 through 1014

RECOMMENDATION:

Approve the policies and procedures as presented.

MOTION:

Move to approve Personnel Policies 1040,1041,1044 through 1047, and 1051, and Procedures 1012 through 1014 as presented.

DISCUSSION:

On March 22, 2023, the Governing Board approved the procurement of Lexipol's Policy and Procedure Solution. One of the District's identified weaknesses in the Strategic Plan is Policies and Procedures. Attached is a selection of personnel policies from Chapter 10 for review and approval by the Governing Board.

ALTERNATIVES:

None recommended.

Fiscal Impact

FISCAL YEAR: 23/24
BUDGETED Y/N: N/A
AMOUNT REQUESTED: N/A
FISCAL IMPACT: N/A

Attachments

Policy 1040
Policy 1041
Policy 1044
Policy 1045
Policy 1046
Policy 1047
Policy 1051
Procedure 1012
Procedure 1013
Procedure 1014