

**DRAFT**

**SOUTHEASTERN ARIZONA COMMUNICATIONS  
SEACOM JPA BOARD MEETING MINUTES**

**Friday, June 18, 2021, 8:00 a.m.**

**SIERRA VISTA POLICE DEPARTMENT EOC  
CONFERENCE ROOM 911 N. CORONADO DR  
SIERRA VISTA, AZ 85635**

**Chairman Dannels called the Special Meeting of the SEACOM JPA Board to order at 8:00 a.m. on Friday, June 18, 2021.**

**Members Present:**

**Chairman Mark Dannels, Vice Chairman Charles Potucek, Mark Savage and Suzanne Harvey**

**Members Absent:**

**Operations Committee Chair Billy Seamans**

**Others Present:**

**Barbara Fleming, City of Sierra Vista; Chris Hiser, Acting SEACOM Director; Jill Adams, City of Sierra Vista; Lyda Longa, SV Herald**

**Item 1: Review, discuss, and approve employment contract for SEACOM Director applicant Michael Cline:**

Ms. Fleming reviewed the proposed contract with the Board.

Discussion was held regarding the holiday schedule and Mr. Potucek requested the wording be changed so it references the City Personnel Rules and Regulations rather than a specific number.

After discussion regarding Mr. Cline's request to continue his limited outside employment performing federal background investigations it was the consensus of the Board, he would be allowed to continue that activity.

Mr. Potucek inquired about the term of the agreement? Ms. Fleming explained the term reflects the date Mr. Cline intends to retire. Either party has options for ending the contract at any time.

Mr. Savage asked about a probationary period. Mr. Fleming clarified the position this is an at will position, the employee can be terminated at any time with or without cause so probation is not needed.

Mr. Savage stated Mr. Cline will need direction from the Board on moving forward, the need to communicate is necessary. Mr. Dannels agreed stating the Board must clearly express its expectations and regularly evaluate the progress. Mr. Potucek agreed that expectations should be clearly set.

Mr. Savage inquired if the agreement has to be re-ratified if a new Board is set. Mr. Hiser stated that could be provided for in the IGA when it is revisited this year.

The start date of the contract was discussed, Ms. Fleming indicated it would be easier for the payroll department if Mr. Cline started at the beginning of a payroll period. The next ones are June 21 or July 5.

The salary amount was briefly discussed. Ms. Fleming stated it was in line with the previous directors. If, in the future, the Board wants to adjust more than provided for in the contract, an amendment could be done.

**Mr. Potucek moved to approve the contract with the change to reflect the holiday language. Mr. Savage seconded the motion. The motion passed by unanimous vote of all Board Members.**

Comments of the Board:

The Board Members each thanked Mr. Hiser for his leadership as Interim Director. Mr. Hiser thanked the Board for the opportunity.

There being no further business, Chairman Dannels adjourned the Special Meeting of the SEACOM JPA Board at 8:26 a.m.

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Mark Dannels, Chairman