



WHITE MOUNTAIN APACHE TRIBE

A Sovereign Tribal Nation

(Appointing Mark Tessay as the Fire Chief of the White Mountain Apache Fire & Rescue Department)

- WHEREAS,** the Tribal Council of the White Mountain Apache Tribe ("Tribe") is entrusted by the Tribe's Constitution to act in all matters that concern the welfare of the Tribe, to manage all economic affairs and enterprises of the Tribe, and to regulate subordinate organizations for economic and other purposes; and
- WHEREAS,** the White Mountain Apache Fire and Rescue Department's (WMAFRD) Fire Chief position was vacated by the retirement of former Fire Chief Paul D. Kuehl effective January 10, 2014; and
- WHEREAS,** the Tribal Council finds it in the best interest of the White Mountain Apache Tribe to fill the current fire chief vacancy with an experienced chief fire officer who shall be responsible for performing a variety of technical, administrative, and supervisory work in planning, organizing, directing and implementing fire prevention, suppression and emergency medical services to prevent or minimize the loss of life and property and who shall provide administrative direction and leadership for all fire department functions, operations, and personnel through and with the other chief officers and administrative staff and a review of their activities, as more fully set forth in the attached Fire Chief Job Description; and
- WHEREAS,** Chief Mark Tessay is an experienced, certified, wildland and structure firefighter having previously worked for Fort Apache Agency Fire Management for four years and having served as a Wildland Red Carded Fire Fighter of the WMAFRD since 1988. He was also a former State and National Certified EMT and Paramedic who assisted with the department's development and continued progress in providing advance pre-hospital medical care of the WMAFRD; and
- WHEREAS,** Chief Mark Tessay has been instrumental in the development and continued progress of the WMAFRD, and has proven himself to be a very honest, and reliable person as well as a very capable, knowledgeable, experienced, and dedicated firefighter and administrator, who continues to act in a professional manner regardless of the position he holds and who serves as a great role model for our Apache firefighters; and
- WHEREAS,** after careful consideration of this matter, the Tribal Council agrees that Chief Mark Tessay has proven himself to be an extremely qualified candidate for the Fire Chief position.

Resolution No. 06-2015-109

BE IT RESOLVED by the Tribal Council of the White Mountain Apache Tribe that it hereby appoints Chief Mark Tessay to serve as the Fire Chief of the WMAFRD for the White Mountain Apache Tribe.

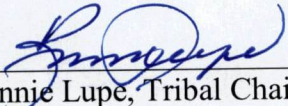
BE IT FURTHER RESOLVED by the Tribal Council of the White Mountain Apache Tribe that it hereby directs Chief Mark Tessay to faithfully carry out the responsibilities of the Tribal Fire Chief as outlined in the attached Fire Chief Job Description.

BE IT FURTHER RESOLVED by the Tribal Council of the White Mountain Apache Tribe that it hereby directs that in the event that this Resolution conflicts with a prior Resolution or Policy, this Resolution shall supersede and govern over the conflicting subject matter.

BE IT FURTHER RESOLVED by the Tribal Council of the White Mountain Apache Tribe that it hereby directs that in the event this Resolution directly conflicts with the Tribal Constitution, Tribal Ordinances or Federal Laws, or any material facts concerning the issues presented are later found to be false, this Resolution shall be deemed null and void and have no legal effect.

BE IT FURTHER RESOLVED by the Tribal Council of the White Mountain Apache Tribe that the Chairman, or in his absence, the Vice-Chairman, is hereby authorized to execute any and all documents necessary to effectuate the intent of this Resolution.

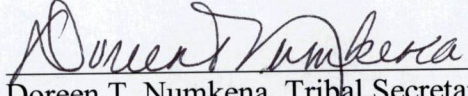
The foregoing resolution was on **JUNE 3, 2015** duly adopted by a vote of **SIX** for, **TWO** against, and **THREE** abstentions by the Tribal Council of the White Mountain Apache Tribe, pursuant to authority vested in it under the enumerated powers listed in Article IV, Section 1 of the WMAT Constitution, so ratified on September 30, 1993, and federally recognized pursuant to Section 16 of the Indian Reorganization Act of June 18, 1934 (48 Stat. 984).



Ronnie Lupe, Tribal Chairman

6/23/15

Date



Doreen T. Numkena, Tribal Secretary

6-23-2015

Date

White Mountain Apache Tribe

White Mountain Apache Fire & Rescue Department

FIRE CHIEF

JOB DESCRIPTION

Classification Responsibilities. The Fire Chief is responsible for performing a variety of technical, administrative, and supervisory work in planning, organizing, directing and implementing fire prevention, suppression and emergency medical services to prevent or minimize the loss of life and property by fire and emergency medical conditions. The Fire Chief provides administrative direction and leadership for all fire department functions, operations, and personnel through and with the other chief officers and administrative staff and a review of their activities. Responsibilities include but are not limited to:

- reviewing the general operations of the department to determine efficiency;
- providing direction on major projects or problem areas; planning for the future;
- developing and implementing policies and procedures; and providing policy guidance; and
- responding to fires, accidents, rescues, and other emergency incidents

In addition, the Fire Chief is responsible, through study and consultation with Tribal officials, for developing recommendations for the protection of life and property within the Fort Apache Indian Reservation. The Fire Chief is also responsible for performing other related duties as required.

Distinguishing Features. The Fire Chief is appointed by the Tribal Chairman upon recommendation of the Tribal Public Safety Director. The Fire Chief receives general supervision from the Tribal Public Safety Director, who reviews work on the basis of overall results achieved. The Fire Chief may consult with the Tribal Public Safety Director on issues relating to policy and planning, but works independently in supervising the overall technical operations. This position is FLSA exempt-executive.

QUALIFICATIONS

Training and Experience.

- Arizona or IFSAC Firefighter I/II Certification.
- Previous or current Arizona or NREMT Certification at an EMT level or higher preferred.
- Extensive experience in firefighting, EMS and rescue operations, including incident command.
- NIMS training and IC experience (applicable to Fire Chief Position).
- Any equivalent combination of education and experience that provides the required skills and abilities for the position.
- Associates Degree in Fire Science or a Bachelor's Degree with a major in Fire Science, Public Administrations, Management, Business or a related field preferred.
- Ten (10) plus years of progressively responsible administrative and supervisory experience in fire and life safety education, prevention, and emergency response work within a Tribal, municipal, district, or county fire department.
- Six (6) years' experience equivalent to Fire Captain or higher.

Special Requirement(s).

- Free from any felony convictions that will not allow for emergency medical testing by the National Registry of Emergency Medical Technicians. Automatic denials, include:
 - Felonies involving sexual misconduct.
 - Felonies involving the sexual or physical abuse of children, the elderly or the infirm.
- Must have a good driving record and possess and maintain a valid Arizona Driver's License.
- Must pass a fire department physical examination and applicable physical agility test.
- Must pass a background check and drug screen.
- Must comply with residency policies.

ESSENTIAL FUNCTIONS

Communication.

- Establishes and maintains effective working relationships with staff, Tribal officials, community organizations, other fire departments, other agencies, Tribal departments, and the general public.
- Makes effective verbal and written presentations.
- Speaks before public groups on the plans, programs, and goals of the Fire Department.
- Advises Tribal Public Safety Director and the Tribal Council of Fire Department progress.
- Responds courteously and tactfully to a demanding and diverse public in answering questions, explaining department policies, and handling complaints.

Cognitive Ability to:

- Function as a positive role model for subordinate personnel.
- Attends various meetings and represents the Fire Department.
- Plans, organizes, and directs a progressive Tribal fire department with several functional areas.
- Organizes and directs the activities of a large staff engaged in providing fire and other life safety services.
- Plans, directs, and controls department activities such as the recruitment of personnel, purchase of equipment, assignment of personnel and equipment, and budgeting and control of expenditures.
- Coordinates Fire Department activities with other Tribal departments.
- Plans, organizes, coordinates, prepares, administers, and monitors the Department budget.
- Analyzes and resolves operational and procedural problems.
- Resolves complex problems involving diverse functional areas.
- Analyzes department efficiency and responsiveness.
- Analyzes fire service needs, as well as the availability of resources, existing programs, and other related factors in developing department programs to meet those needs.
- Provides direction on major projects or problem areas.
- Develops and implements policies and procedures applicable to administrative functions, and provides policy guidance and leadership.

- Operates fire vehicles (i.e., automobiles, fire apparatus, and ambulances) requiring a standard Arizona Driver's License to perform normal and emergency-level firefighting duties.

Knowledge and Abilities.

Knowledge of:

- the theories, principals, and practices of effective, public administration, with special reference to Fire Department's policies, personnel, and budget administration;
- modern management techniques, supervisory practices, and evaluation methods;
- Tribal of organization and management;
- the principles and methods of budget preparation and monitoring
- the activities, objectives, and ideals of fire and life safety services and operations;
- the facilities, equipment, and personnel needed to provide fire and life safety services and operations;
- the methods, equipment, and materials used in providing fire and life safety services; and
- progressive approaches to employee relations and programs.

Ability to:

- plan, organize, lead, and direct a progressive Tribal agency with several functional areas;
- organize and direct the activities of a large staff engaged in providing optimum fire services;
- plan, prepare, and administer an annual department budget
- effectively analyze and resolve operational and procedural problems;
- develop formal agreements and contracts with other agencies and communities;
- make effective oral and written presentations; and
- establish and maintain effective working relationships with staff, Tribal officials, community organizations, other agencies and Tribal departments, and the general public.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the Tribe as the needs of the Tribe and requirements of the job change.