

Superstition Fire and Medical District

Board of Directors

March 18, 2015



Board Chairman Jeff Cross
Board Clerk Gene Gehrt
Board Director Todd House
Board Director Barbara Cobb
Board Director Charlie Fox

Superstition Fire & Medical District Governing Board Meeting Agenda

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public that the Superstition Fire & Medical District Governing Board will hold a meeting on **Wednesday, March 18, 2015**. The meeting will be held at the Superstition Fire & Medical District's Administrative Office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting will be open to the public and will begin at 5:30 p.m. local time.

AGENDA:

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

The following agenda items are scheduled for discussion at the board meeting. The Governing Board may or may not decide to take action on any or all items. The order of the agenda items may or may not be taken in the order listed.

1. Review and approval of the February 2015 financial reports and bank reconciliations.
(BOD #2015-03-03)
2. Recognition of employee performance, achievements, and special recognition for community members.
(BOD #2015-03-04)
3. Call to the Public.
A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to all individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
4. Consideration and possible approval of all consent agenda items as listed below:
(BOD #2015-03-05)
 - a) Board Meeting Minutes from February 18, 2015
 - b) Special Board Meeting Minutes from March 2, 2015
 - c) Purchase of 45 SCBA regulators, 20 SCBA masks, 2 RIT packs, and 100 SCBA mask bags
5. Discussion and review of Fiscal Year 2015/2016 budget development. **(BOD #2015-03-06)**
6. Discussion and update of the CCU program and CoN process. **(BOD #2015-03-07)**
7. Consideration and approval of Resolution 2015-01 to authorize individual(s) to sign a capital lease from Leasing2 to finance the purchase of five (5) 2016 Horton 623 Type I Crawl Through custom ambulances.
(BOD #2015-03-08)
8. Chief's Report **(BOD #2015-03-09)**
9. Announcements **(BOD #2015-03-n/a)**
10. Adjourn **(BOD 2015-03-10)**

NOTICE: The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

One or more members of the governing board may attend the meeting telephonically.

Governing Board meeting agenda dated and posted (at least 24 hours before the scheduled meeting date and time):

Posted on March 12, 2015

At: 1730 hours

By: Jasmin Jones

The Superstition Fire & Medical District (SFMD) Administrative Office Board Meeting Room is accessible to the handicapped. In compliance with the American with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request those through the SFMD Administration Office (480-982-4440) at least twenty-four hours before the board meeting.



Governing Board Meeting – March 18, 2015

Agenda Item: 1

BOD#: 2015-03-03

Agenda Item Title:

Review and approval of the February 2015 financial reports and bank reconciliations.

Submitted By:

Fire Chief Paul Bourgeois

Background/Discussion:

The district's accounting department staff prepares the monthly financial reports. The district's annual budget, which is adopted by the board each June for the following fiscal year (July 1 – June 30), is formatted to mirror the monthly financial statements. The financial reports provide the board with a monthly recap of expenditures and revenues, along with year-to-date account balance information.

In compliance with A.R.S. §48-807(O), the following reports have been added to the monthly financial statements packet:

1. Cash Flow – All Governmental Funds.

The Cash Flow report consists of the combined cash balances of all District Funds. These balances include the General (100), Capital Projects (200), Bond Proceeds (300), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds. The Cash Flow report is updated monthly with the actual revenues deposited into and actual expenditures disbursed from the district's cash accounts. It is important to note the revenues and expenditures are reported on a Cash Basis. This report is generated to demonstrate that the fire district maintains sufficient cash available to satisfy the projected expenditures budgeted over the course of the fiscal year.

2. Fund Account Bank Reconciliations.

The reconciliation of each of the district's Fund Cash Accounts (General (100), Capital Projects (200), Bond Proceeds (300), Special Revenue (400), Debt Principal (500), and Debt Interest (600) Funds) between the Pinal County Treasurer's monthly bank statement and the District's Fund balance sheet report is provided. To signify board approval of the monthly financial statements and bank reconciliations, the Board Chairman is requested to sign the attached Letter of Acceptance which will be kept on file at the district.

Financial Impact(s)/Budget Line Item:

N/A

Enclosure(s):

Letter of Acceptance of the Fire District's Financial Statements and Bank Reconciliations.

**Financial Reports and Bank Reconciliations are under separate cover.*

Recommended Motion:

"Motion to approve the February 2015 financial reports and bank reconciliations."



Go To Item 2

Go to Agenda

Superstition Fire & Medical District
Governing Board Acceptance of Fire District's
Financial Statements and Bank Reconciliations

Pursuant to A.R.S. §48-807, by the signature(s) below, the Governing Board of the Superstition Fire & Medical District attests to the review and approval of the following financial report(s) of the fire district for the month of **March 2015**:

1. Financial Statement
2. Bank Reconciliations
 - a. General (100) Fund
 - b. Capital Projects (200) Fund
 - c. Bond Proceeds (300) Fund
 - d. Special Projects (400) Fund
 - e. Debt Principle (500) Fund
 - f. Debt Interest (600) Fund

Jeff Cross, Board Chairman

Date



Governing Board Meeting – March 18, 2015

Agenda Item: 2

BOD#: 2015-03-04

Agenda Item Title:

Recognition of employee performance, achievements, and special recognition for community members.

Submitted By:

Fire Chief Paul Bourgeois

Background/Discussion:

This is a recurring monthly item to provide the board with information concerning superior employee performance, achievements, and special recognition for community members.

March Service Awards: *(presented for 5, 10, 15, 20, and 25 year anniversaries):*

N/A

March Service Anniversaries:

Fleet & Facilities Support Specialist Barb Duffel	9 Years
Members With 2 Years of Service	
Firefighter / Paramedic Matt Perez	
Firefighter Bryan Heun	
Firefighter Matthew Dold	
Firefighter Ryan Philips	
Firefighter Daniel Elliott	
Firefighter / Paramedic Lance Frawley	
Firefighter Brian Garten	
Firefighter Wayne Emmerson	
Firefighter Ryan Ledbetter	
Firefighter Adam Rodriquez	

Introduction:

Introduction of Fire Chaplain Tom Doubt

Citizen Recognition:

- Robert Porter
- Justin Broseker
- John Jacobo

Special Presentation:

Donation to the Superstition Fire Honor Guard, Pipes & Drums

District Recognition:

Lost Dutchman Marathon Recognition Plaque



Go to Item 3

Go to Agenda

Governing Board Meeting – March 18, 2015

Agenda Item: 3

BOD#: 2015-03-n/a

Agenda Item Title:

Call to the Public

A.R.S. §38-431.01(H):

A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body.

At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda.

However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

Background / Discussion:

Call to the Public is provided so citizens may address the public body (Governing Board) with matters concerning the fire district. Arizona public meeting law provides that the public body may discuss, consider, or decide only matters listed on the agenda and other matters related thereto. Since the public body will generally not know what specific matters may be raised at call to the public, they will be unable to act until the matter is placed on a subsequent meeting agenda (at the board's discretion). The board may also direct staff to follow up on the issue with the citizen.

Scheduled:

None



Go to Item 4

Go to Agenda

Governing Board Meeting – March 18, 2015

Agenda Item: 4

BOD#: 2015-03-05

Agenda Item Title:

Consideration and possible approval of all consent agenda items as listed below:

- a) Board Meeting Minutes from February 18, 2015 – **Appendix A**
- b) Special Meeting Minutes from March 2, 2015 – **Appendix B**
- c) Purchase of 45 SCBA regulators, 20 SCBA masks, 2 RIT packs, and 100 SCBA mask bags – **Appendix C**

Background/Discussion:

The consent agenda allows the Board of Directors (BOD) to consider contracts, purchases, and other routine administrative matters having authorized funding within the current fiscal year budget as a single decision. Items may be withdrawn from the consent agenda and discussed separately upon request by any member of the BOD or staff. Information for each consent agenda item and corresponding supporting document is within the packet.

Recommended Motion:

“Motion to approve the consent agenda items for March 18, 2015.”



Go to Item 5

Go to Appendices

Go to Agenda

Governing Board Meeting – March 18, 2015

Agenda Item: 5

BOD#: 2015-03-06

Agenda Item Title:

Discussion and review of the Fiscal Year 2015/2016 Budget development.

Submitted By:

Fire Chief Paul Bourgeois

Background/Discussion:

A presentation of the district's suppression / EMS operational initiatives, CoN and CCU budget strategies, and Capital Replacement plan will be presented.

Financial Impact:

N/A

Enclosure(s):

Available at board meeting

Recommended Motion:

N/A



Go to Item 6

Go to Agenda

Governing Board Meeting – March 18, 2015

Agenda Item: 6

BOD#: 2015-03-07

Agenda Item Title:

Discussion and update of the CCU program and CoN process.

Submitted By:

Fire Chief Paul Bourgeois

Background/Discussion:

Firefighter / Paramedic Dave Pohlmann will give an update on both the CCU program and the CoN process.

Financial Impact:

N/A

Enclosure(s):

Available at board meeting

Recommended Motion:

N/A



Go to Item 7

Go to Agenda

Governing Board Meeting – March 18, 2015

Agenda Item: 7

BOD#: 2015-03-08

Agenda Item Title:

Consideration and approval of Resolution 2015-01 to authorize individual(s) to sign a capital lease from Leasing2 to finance the purchase of five (5) 2016 Horton 623 Type I Crawl Through custom ambulances.

Submitted By:

Fire Chief Paul Bourgeois

Background/Discussion:

At the November 19, 2014 board meeting, the BOD approved the purchase of a fully equipped transport capable rescue unit (BOD#2014-11-06) in support of the Centers for Medicare/Medicaid Services (CMS) grant. The BOD unanimously approved the purchase of one (1) fully equipped transport capable rescue unit at a cost not to exceed \$300,000 through a capital lease under the most advantageous financing terms possible.

Since November 2014, the district has applied for its own Certificate of Necessity (CoN) through the Department of Health Services to provide advanced life support (ALS) emergency ground transport services within the district's boundaries. In order to provide these services, the district needs to purchase an additional four (4) fully equipped transport capable rescue units.

To provide the greatest possible leverage from a cost perspective, staff has combined the two needs into one order for five (5) identical fully equipped transport capable rescue units. After extensive research, staff is recommending the purchase of five (5) identical 2016 Horton 623 Type I Crawl-Through Custom ambulances mounted on 2016 Ford F-450 4X2 chassis. Each fully equipped transport capable rescue unit is projected to cost no more than \$330,000 (which includes the cost of the medical equipment needed to fully equip each unit). A breakdown of the cost of each fully equipped unit is (the amounts below are estimates including taxes and shipping):

Horton 263 Ambulance	\$225,000 (5)	\$1,150,000
Cardiac monitor	36,000 (4)	\$ 144,000
Gurney	20,500 (5)	\$ 102,500
Power (gurney) loader	29,000 (4)	\$ 116,000
Ventilator	22,500 (5)	\$ 90,000
Dual band vehicle radio	7,500 (5)	\$ 37,500
ePCR	2,250 (4)	\$ 10,000
Total estimated cost		\$1,650,000

Staff has negotiated a 10-year capital lease through the finance firm Leasing2 at the current interest rate of 3.04%. (The interest rate is subject to change until the lease is signed by both parties.) The lease will include the five (5) fully equipped transport capable rescue units and the necessary medical equipment. The current estimated monthly payment is \$193,789.69 with the first payment being due in the next fiscal year on March 30, 2016.

The capital lease is still being finalized as to exact cost; the final build cost of each unit and the exact cost of the medical equipment will be determined in the next couple weeks. In order to lock in the best price on the transport capable rescue units, the district needs to submit the purchase order no



Go to Item 8

Go to Agenda

later than April 1, 2015; the expected delivery date is December 1, 2015. The lease also needs to be reviewed by the district's legal counsel.

To facilitate the board's timely approval of the Leasing2 capital lease for the five (5) fully equipped 2016 Horton ambulances, staff is recommending the board approve the attached Resolution authorizing the Board Chairperson and Board Clerk to sign the final lease document when it is finalized.

Please note that since the expenditure of funds related to this purchase is not until the March 2016, the District is not required to amend its current FY14/15 budget to properly authorize the commitment of funds for this purchase.

Financial Impact:

FY 14/15 Cost - \$0

Enclosure(s):

Resolution 2015-01

Recommended Motion:

"Motion to approve Resolution 2015-01 that authorizes the Board Chairperson and Board Clerk to approve the financing of the purchase of five (5) fully equipped 2016 Horton 623 Custom ambulances for an amount not to exceed \$1.65 million through the negotiated 10-year capital lease from Leasing2."



Go to Item 8

Go to Agenda

RESOLUTION 2015-01
Superstition Fire and Medical District Medical
Governing Body Extract of Minutes

LESSEE: Superstition Fire & Medical District

At a duly called meeting of the governing body of Lessee (as defined in the Agreement) held on the 18th day of March 2015, the following resolution was introduced and adopted.

RESOLVED, whereas the governing body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described in the Lease-Purchase Agreement presented to this meeting; and has further determined that the Equipment will be used solely for essential governmental functions and not for private business use.

WHEREAS, the governing body of Lessee has taken the necessary steps, including any legal bidding requirements, under applicable law to arrange for the acquisition of such equipment.

BE IT RESOLVED, by the governing body of Lessee that the terms of said Lease-Purchase Agreement and Escrow Agreement are in the best interest of Lessee for the acquisition of such equipment, and the governing body of Lessee designates and confirms that either of the following persons is authorized to execute and deliver, and to witness (or attest), respectively, **Leasing 2, Inc.** Lease-Purchase Agreement and Escrow Agreement and any related documents necessary to the consummation of the transactions contemplated by the Lease-Purchase Agreement and Escrow Agreement.

(Signature of Party to Execute Lease-Purchase Agreement and Escrow Agreement)

(Print Name and Title)

AND

(Signature of Party to Execute Lease-Purchase Agreement and Escrow Agreement)

(Print Name and Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the above and foregoing Lease-Purchase Agreement and Escrow Agreement is the same as presented at said meeting of the governing body of Lessee.

State of Arizona)
)
County of Pinal)

Subscribed and sworn (or affirmed) before me this 18th day of March, 2015

by Jeff Cross and Gene Gehrt.

Notary Public Signature

PASSED AND ADOPTED THIS EIGHTEENTH DAY OF MARCH 2015 BY THE CHAIRPERSON AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE AND MEDICAL DISTRICT.

Jeff Cross, Board Chairman

Gene Gehrt, Board Clerk

Barbara Cobb, Board Director

Charlie Fox, Board Director

Todd House, Board Director

Governing Board Meeting – March 18, 2015

Agenda Item: 8

BOD#: 2015-03-09

Agenda Item Title:

Chief's Report

Background / Discussion:

This item is for the fire chief to share information with the board of items occurring within, or related to, the fire district. Any item shared is for information only. Upon request of the board, any item shared during this agenda item may be moved to the agenda for future meetings. Board discussion, other than clarifying questions, cannot occur and no action, position, or direction may occur until the specific item is placed on the agenda.

- Statistical Reports for February

Governing Board Meeting – March 18, 2015

Agenda Item: 9

BOD#: 2015-03-n/a

Agenda Item Title:

Announcements

Background / Discussion:

The BOD and/or staff may share information at this time.

Governing Board Meeting – March 18, 2015

Agenda Item: 10

BOD#: 2015-03-10

Agenda Item Title:

Adjournment

Recommended Motion:

"Motion to adjourn the board meeting."



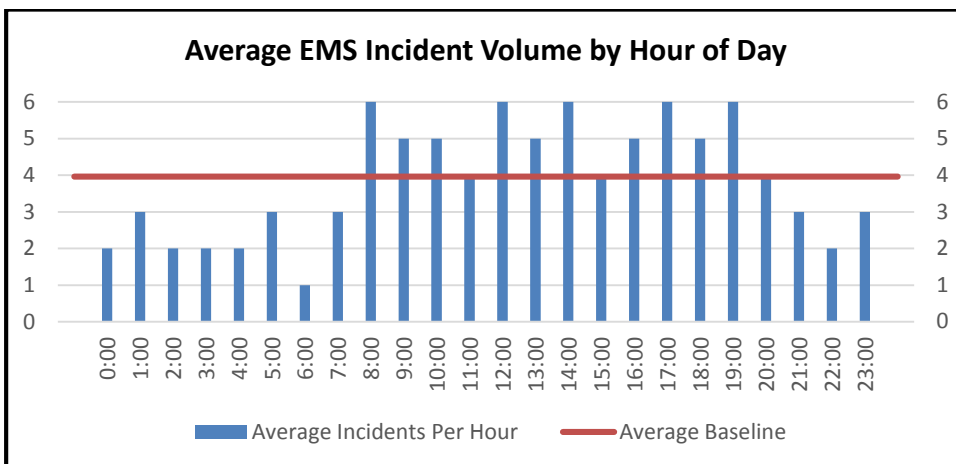
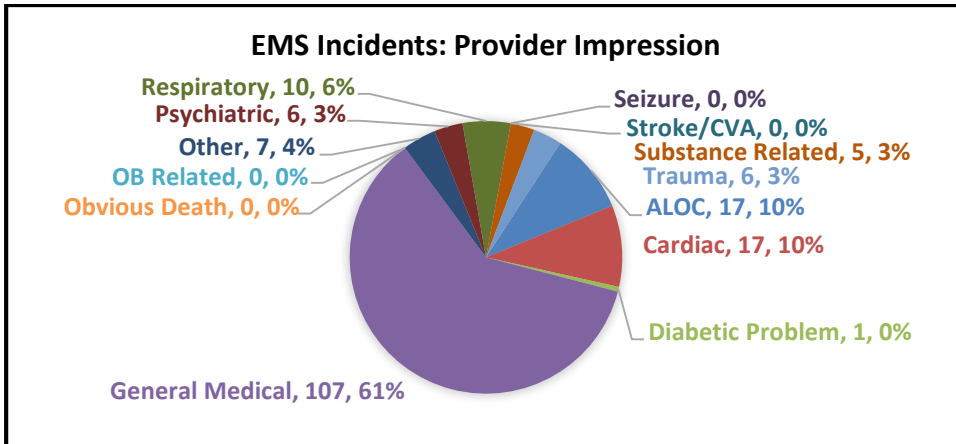
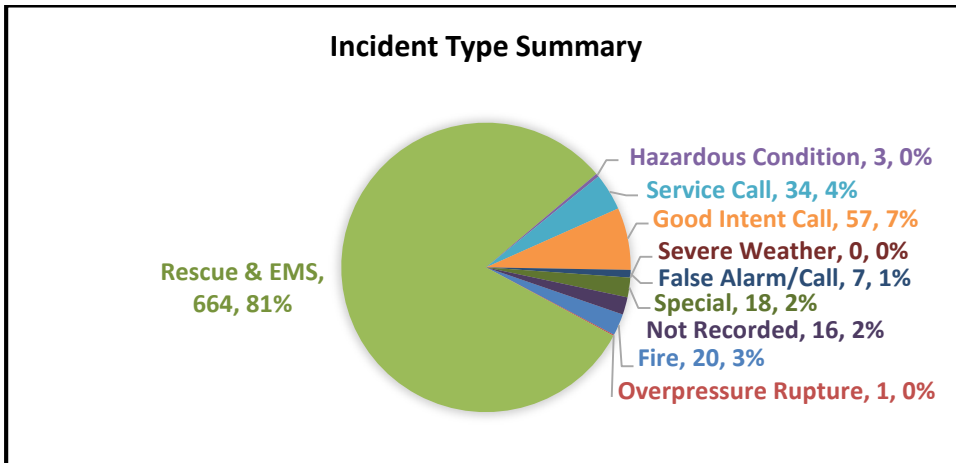
[Go to Agenda](#)

[Go to Monthly Reports](#)

Superstition Fire & Medical District February 2015 - Monthly Report

Average Travel Time				
	<u>Metro</u>	<u>Urban</u>	<u>Suburban</u>	<u>Rural</u>
Travel Time Goal	5:12	5:12	6:30	13:00
Average Travel Time by Population Density	4:26	5:12	5:14	4:50
Average Travel Time District Wide	4:41			

Dispatches by Unit		
<u>Unit</u>	<u>Dispatches</u>	<u>Fiscal YTD</u>
B261	27	186
E261	271	2103
E262	112	725
L263	300	2178
L264	96	717
E265	33	321
CCU263	112	163
TRV263	29	57
U262	9	55
BR262	1	10
BR263	7	27
BR265	2	20
RH264	7	50



Population Density Definitions

Metropolitan
An area with a population density of 3,000 or more people per square mile. <i>15%</i>
Urban
An area with a population density of 2,000-2,999 people per square mile. <i>8%</i>
Suburban
An area with a population density of 1,000-1,999 people per square mile. <i>10%</i>
Rural
An area with a population density of 0-1,000 people per square mile. <i>67%</i>

Superstition Fire & Medical District February 2015 - Operational Report

Community Services & Activities

Description	Feb 2015	Fiscal YTD
Blood Pressure Check Events	12	87
Car Seats Installed/Placed	9	66
CCR Demonstrations	7	11
CCR Demo Students	270	330
Community Events/Festivals	2	44
Community PSAs Produced	0	2
CPR & 1st Aid Classes	2	10
CPR & 1st Aid Students	44	95
CPR & AED Classes	4	14
CPR & AED Students	100	227
Fire Investigations	4	20
Fire Station Tours	2	9
Inspections - Business	10	63
Inspections - Specialty/Complaint	13	64
Juvenile Fire Setter Program	0	2
Neighborhood Canvass - Post-Drowning	0	5
Neighborhood Canvass - Post-Fire	2	9
Plan Reviews	7	86
Safety Classes - Fire & Water	7	22
School - Fire Drills	1	16
School - Pub Ed Classes	4	21
Smoke Alarms Placed	146	355

Injury Report

	Feb 2015	Fiscal YTD
Injuries	0	11
Exposures	1	10
Sharps	0	2

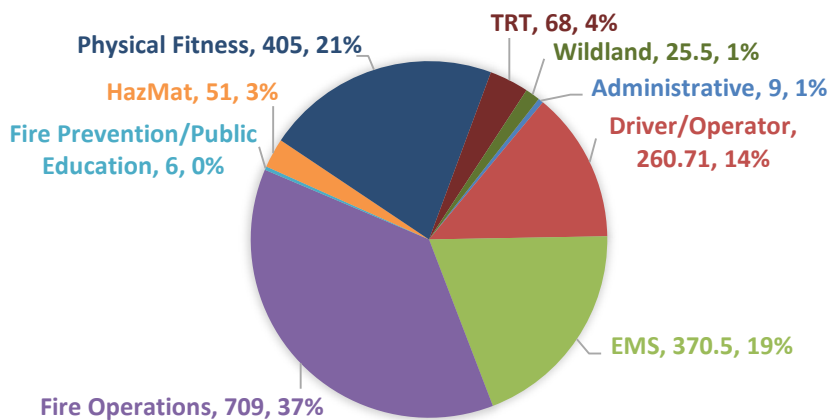


Feb. 21 - Stone Circle Ln. in Peralta Firefighters encountered barricaded furniture and other intentional hazards while fighting this fire. The resident was later apprehended by PCSO after reportedly setting this fire, discharging weapons, and fleeing the scene.



Feb. 27 - 1700 block of W. 9th Ave. The cause of the fire was determined to be a 7-year-old playing with a lighter. Due to heavy fire load and wind, the fire spread to the adjacent duplex.

Training Hours Categories



Appendix A

a) Board Meeting Minutes from February 18, 2015

Submitted By:

Fire Chief Paul Bourgeois

Background / Discussion:

The board meeting minutes of the previous meeting(s) are provided for the BOD approval. If the BOD would like to discuss the minutes, they may be removed from the consent agenda. After approval, minutes are signed by the Clerk of the Board and kept as the official public record.

Financial Impact/Budget Line Item:

N/A

Staff Recommendation:

Staff recommends approval of February 18, 2015 board minutes.

Enclosure(s):

February, 2015 Board Meeting Minutes



Go to Appendix B

Go to Agenda



**Governing Board Meeting Minutes
 February 18, 2015**

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, FEBRUARY 18, 2015. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA. THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:30 P.M.

- A. Chairman Cross called the meeting to order at 5:30 p.m.
- B. The Pledge of Allegiance was led by Director House.
- C. Roll Call showed Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Charlie Fox, and Director Barbara Cobb as present.

Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief Jerome Schirmer, Assistant Chief Dave Montgomery, Assistant Chief Mike Farber, Finance Manager Roger Wood, Legal Counsel Donna Aversa, and Executive Assistant acting as Board Secretary Jasmin Jones were also present for the meeting.

Item 1: *Review and approval of the January 2015 financial reports and bank reconciliations. (BOD #2015-02-01)*

Motion by Director House to approve the January 2015 financial reports and bank reconciliations. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Item 2: *Recognition of employee performance, achievements and special recognition for community members. (BOD #2015-02-02)*

Chairman Cross read the list of the following February Service Anniversaries

Fleet Supervisor Vaughn Croshaw	6 Years
Firefighter Anthony Martinez	2 Years
Firefighter Jackie Anderson	2 Years
Firefighter David Endres	2 Years
Firefighter Monte Fuller	2 Years
Firefighter Chris Furgeson	2 Years

Fire Chief Paul Bourgeois presented the following February Service Awards

Fire Captain / Paramedic Paul Perkins (not present)	25 Years
Fire Captain / Paramedic Carlos Rivera	15 Years
Planning & Technology Support Administrator Anna Butel	15 Years

Assistant Chief Jerome Schirmer introduced one of our new Captains

Fire Captain / Paramedic Alex Dupuis

Item 3: *Call to the Public. (BOD #2015-02-n/a)*
None

Item 4: *Consideration and possible approval of all consent agenda items listed below:
(BOD #2015-02-03)*

- a) *Board Meeting Minutes from January 21, 2015*
- b) *Special Board Meeting Minutes from January 27, 2015*
- c) *Annual contract for remaining physicals for sworn personnel that are required for FY 14/15*

Director Cobb asked for item c) to be removed from the consent agenda.

Motion by Director House to approve consent agenda items a) and b) for February 18, 2015. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Director Cobb recused herself from the vote on item c).

Motion by Director House to approve consent agenda item c) for February 18, 2015. Seconded by Clerk Gehrt.

Vote 4 ayes, 0 nays. Motion passed. (Director Cobb recused herself from vote).

Item 5: *Discussion, review, and possible approval of an annual contract for property and casualty insurance services. (BOD #2015-02-04)*

Finance Manager Roger Wood brought forth to the board, the Cindy Elbert Insurance Services quote for the period March 1, 2015 – February 28, 2016 in the amount of \$96,797. In total, there was a 3.27% increase to the cost.

The increase was due to the addition to four additional 2014 Ford F150 staff vehicles valued at \$164,000 and an increase in the vehicle improved covered value by \$626,511.

He discussed the recommendations by staff to approve the ESIP insurance for property and vehicle damage, and liability, and to deny both the optional terrorism and increased liability coverage.

Motion by Director Cobb to accept the property and casualty insurance services proposal from Cindy Elbert Insurance Services for coverage by ESIP, to deny the optional terrorism and increased cyber liability coverage, and approve the payment of the associated premium of \$96,797 to take effect on March 1, 2015. Seconded by both Director House and Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed.

Item 6: *Discussion of the Fiscal Year 2015-2016 Tax Abstract for Pinal & Maricopa counties, and its impact on the development of the Fiscal Year 2015/2016 Revenue Budget. (BOD #2015-02-05)*

Finance Manager Roger Wood presented to the board the review of the fiscal year 2015/2016 tax abstract and tax levy worksheet.

- For the fiscal year beginning July 1, 2015 the SFMD Net Assessed Valuation (NAV) for all district properties in Pinal and Maricopa counties increased 2.0%
- The FY 15/16 Combined Pinal & Maricopa County NAV is \$348,166,870
 - Pinal County is \$347,927,678; for FY 14/15 the NAV was \$340,933,417 (up 2.1%)
 - Maricopa County is \$239,192; for FY 14/15 the NAV was \$463,600 (down 48.4%)

He also went over the initial planning phase of establishing funding priorities for the upcoming year. The items for consideration / prioritization that were discussed were:

- Public Safety Personnel Retirement System contribution rate increase
- Completion of the FY 14/15 Market Adjustments
 - Third of three adjustments for the Assistant Chief and Battalion Chief ranks
 - Paramedic Incentive Adjustment
- Civilian Market Adjustment
- Vehicles (1-2 Staff Vehicles)
- Funds committed to property and facilities
- Continue search for property for Station 266 (north part of District)
- Software and hardware additions and upgrades
- Survivability Initiative (Automated External Defibrillators, Public Access Defibrillator Program, Community Education)
- Training to complete the conversion to the Tyler Integrated Accounting / HRIS software
- Grants
 - Funding for the non-reimbursable costs for the CMS grant
 - Funding for share related to the purchase of two ambulances – 9.1% share
 - Funding for share related to Regional Blue Card training grant – 9.1% share
 - Partnering with Florence Fire & Medical Department
 - Funding for share of Regional Video conferencing grant – 10% share

Item 7: *Discussion and overview of the status of the CMS grant and the CoN application process. (BOD# 2015-02-06)*

Firefighter / Paramedic David Pohlmann reviewed both CCU Program (CMS grant) and the CoN application process.

CCU Program

- In January the two Behavioral Health Units were at 81% diversion rate – the goal rate is 30% diversion for the first year.
- Have responded to 126 calls since the beginning of the program (January)
- The SFMD CCU Program is running between 40-50% diversion rate, however, the official numbers are not in at this time.
- Two nurses will go live at the dispatch center in the near future.
- Centralized Medical Direction Contract with the scope of practice is being finalized.
- Joint training will be delivered in late April or early May.

Questions about the CCU Program were as follows:

- Director Cobb inquired how many Behavioral Health Units Mesa currently had.
 - Firefighter Pohlmann stated there will be 3 Behavioral Health Units in Mesa with one being designated to the East Valley.
- Director Cobb inquired if the physicians were going to be Emergency Department physicians.
 - Firefighter Pohlmann stated there was only one group of physicians that put in for the RFP and they do include Emergency Department physicians.

CoN Application

- Letter from DHS last week stating the application was going out for public comment.
- Waiver of Hearing will be on the Director's desk and signed by March 5, 2015
- Director is set to resign on March 3, 2015. DHS states that he will be able to sign the Waiver of Hearing after he resigns or he will move his resignation date.
- Received an email from Daisy Mountain Fire District on 2/9/15
 - RM having issues with inter-facility transports
 - RM is running on altered protocol
- Vendor to purchase ambulances has been chosen – a resolution will go to the board at next month's meeting

Item 8: *Chief's Report. (BOD# 2015-02-07)*

Fire Chief Paul Bourgeois reported on the following

- Recruit Class 2014-02 graduated and they have begun working on shift.
- Lost Dutchman Marathon
 - 2014 FF of the Year, Mark Blackstone started the 5k Race
 - SFMD provided Medical Stand-by
 - Two of our own participated in the full marathon, Mike Farber and Jeff Ehrlich

Item 9: *Announcements (BOD# 2015-02-n/a)*

None

Item 10: *Adjourn (BOD# 2015-02-08)*

Motion by Director House at 6:28 p.m. to adjourn the meeting. Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed.

Governing Board Approval:

Gene Gehrt, Board Clerk

Jasmin Jones

Appendix B

b) Special Board Meeting Minutes from March 2, 2015

Submitted By:

Fire Chief Paul Bourgeois

Background / Discussion:

The board meeting minutes of the previous special board meeting(s) are provided for the BOD approval. If the BOD would like to discuss the minutes, they may be removed from the consent agenda. After approval, minutes are signed by the Clerk of the Board and kept as the official public record.

Financial Impact/Budget Line Item:

N/A

Staff Recommendation:

Staff recommends approval of the Special Board Meeting Minutes from March 2, 2015.

Enclosure(s):

Special Board Meeting Minutes from March 2, 2015



[Go to Appendix C](#)

[Go to Agenda](#)



**Special Governing Board Meeting Minutes
March 2, 2015**

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON MONDAY, MARCH 2, 2015. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 4:30 P.M.

- A. Chairman Cross called the meeting to order at 4:31 p.m.
- B. The Pledge of Allegiance was led by Director House.
- C. Roll Call showed Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Charlie Fox, and Director Barbara Cobb (telephonically) as present.

Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief Mike Farber, Assistant Chief Dave Montgomery, Finance Manager Roger Wood, and Executive Assistant acting as Board Secretary Jasmin Jones were also present for the meeting.

Legal Counsel Donna Aversa was absent.

Item 1: *Discussion and possible approval of the third amendment to the Regional Emergency Medical Transportation Service Agreement (BOD #2015-03-01)*

Motion by Director House to approve the third amendment to the Regional Emergency Medical Transportation Service Agreement and authorize the Chairperson to execute the document on behalf of the district. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Item 2: *Call to the Public. (BOD #2015-03-n/a)*
None

Item 3: *Adjournment. (BOD #2015-03-02)*

Motion by Director House to adjourn the meeting at 4:34 p.m. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Governing Board Approval:

Gene Gehrt, Board Clerk

Jasmin Jones

Appendix C

c) Purchase of 45 SCBA regulators, 20 SCBA masks, 2 RIT pack, and 100 SCBA mask bags

Submitted By:

Fire Chief Paul Bourgeois

Background / Discussion:

The SFMD has been awarded a grant for Self Contained Breathing Apparatus (SCBA) air packs for the protection of our personnel during emergency operations at fire scenes and other hazardous immediately dangerous to life and health (IDLH) environments. This \$325,000 grant covered the costs of 50 SCBA air packs, 50 SCBA Air Bottles, 50 regulators, and 75 SCBA masks.

The district issues each firefighter an individually fit mask of their own to ensure that contaminants and poisonous gasses do not enter into the mask of the firefighter. In addition, by having their own mask, the spreading of viruses and germs due to cross contamination is eliminated. For this reason it is suggested that each firefighter have their own regulator. The grant covered 50 regulators and 75 masks, SFMD is in need of 45 additional regulators and 20 masks to outfit all of our sworn personnel with their own mask and regulator.

Another area that the grant did not provide for was the replacing of Rapid Intervention Team (RIT) pack. This RIT Pack contains a SCBA with bottle, SCBA Mask and other emergency tools such as wire cutters, bolt cutters, flash lights that are used to rescue trapped or lost firefighters who may be out of air or have a SCBA malfunction that caused the firefighter to be incapacitated requiring a rescue. Our current RIC packs are out of compliance and need to be replaced. These essential RIT packs are placed on the BC truck so it is available at all fires. The SCBA committee is requesting two RIT packs so one is always available as a spare in case one is damaged.

MES is the company that was awarded the bid for the SCBA grant. A written quote from MES is included in the BOD packet and purchasing is off Mesa Contract # 2014131, which is a co-op contract. A breakdown of the cost of each item not covered in the grant is provided below (the amounts are estimates including taxes and shipping):

<u>Description</u>	<u>Quantity</u>	<u>Unit Costs</u>	<u>Amount</u>
Regulator Assembly	45	\$1,261.16	\$56,752.20
RIT Pack III	2	\$2,747.00	\$5,494.00
SCBA Cylinder	2	\$1,162.50	\$2,325.00
Small SCBA Mask	2	\$304.00	\$608.00
Medium SCBA mask	12	\$304.00	\$3648.00
Large SCBA Mask	6	\$304.00	\$1824.00
SCBA Mask Bag	100	\$18.56	\$1,856.00
Quarter Turn Bracket	25	\$36.25	\$906.25
MPC P-100	25	\$22.82	\$570.50

Financial Impact/Budget Line Item:

FY 14/15 cost \$80,716.48 / Account 200-70-72770-47 SCBA Packs

Staff Recommendation:

Staff recommends approval to purchase all items included in the MES quote.

Enclosure(s):

MES Quote totaling - \$80,716.48



MES - Arizona
2330 West University Drive
Unit #10
Tempe, AZ 85281

Telephone.....: 480-967-6100
 Fax.....: 480-967-6101



Ship To:
 Apache Junction Fire District
 Superstition Fire and Medical District
 1455 E. 18th Ave

APACHE JUNCTION, AZ 85119

Contact:

Bill To:
 APACHE JUNCTION FIRE DISTRICT
 565 N. IDAHO ROAD
 ATTN: ACCOUNTS PAYABLE
 APACHE JUNCTION, AZ 85219

Quotation

Number.....: QT_00320768-5
 Date.....: 3/11/2015
 Page.....: 1 of 1
 Sales order.....
 Requisition.....
 Your ref.....
 Our ref.....: msimmons
 Quotation deadline.....: 3/2/2015
 Payment.....
 Sales Rep.....: msimmons
 Terms of delivery.....: Customer Pays
 Freight-NOT Taxable

Item number	Description	Size	Color	Quantity	Unit	Unit price	Amount
200077-50	REG ASY, 2013, QD			45.00	EA	1,261.16	56,752.20
200954-02	RIT PAK III ASSY, 4500PSI			2.00	EA	2,747.00	5,494.00
804723-01	(HM) CYL & VALVE CARBON 60			2.00	EA	1,162.50	2,325.00
MB400R	Rectangular SCBA Mask Bag - Fleece Lined		Red	100.00	EA	18.56	1,856.00
201215-04	AV3000 HT, KEVLAR HEADNET, SIZE SMALL, RIGHT SIDE COMM BRKT			2.00	EA	304.00	608.00
201215-05	AV3000 HT, KEVLAR HEADNET, SIZE MEDIUM, RIGHT SIDE COMM BRKT			12.00	EA	304.00	3,648.00
201215-06	AV3000 HT, KEVLAR HEADNET, SIZE LARGE, RIGHT SIDE COMM BRKT			6.00	EA	304.00	1,824.00
805622-01	TWIN QUARTER TURN ADAPTER ASSY			25.00	EA	36.25	906.25
7422-SD1	MPC-P100, 120CC, PAIR			25.00	EA	22.82	570.50

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be re-calculated at the time of shipment to ensure they take into account the most current local tax information.

Sales balance	Total discount	S&H	Sales tax	Total
73,983.95	0.00	0.00	6,732.53	80,716.48 USD

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee. Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.

PURCHASING / PROCUREMENT FORM by PURCHASE ORDER (PO)

BOD # _____

PO # _____

LIMITS	REQUIREMENTS	APPROVALS
\$0.00 - \$2,999.00	FORM Not Required	Budget Manager, BC, Executive Assist., Facilities Specialist
\$3,000.00 - \$4,999.99	FORM Not Required	Budget Manager, BC, Executive Assistant, Facilities Specialist AND (+2) Fire Chief, Assistant Chief or Finance Manager
\$5,000.00 - \$24,999.99	3 Written Bids	Budget Manager, BC, Executive Assistant, Facilities Specialist AND (+2) Fire Chief, Assistant Chief or Finance Manager
\$25,000 or MORE	3 Written Bids	Budget Manager, BC, Executive Assistant, Facilities Specialist AND (+2) Fire Chief, Assistant Chief or Finance Manager AND Governing Board

Quote # 1

Vendor Name: _____ Vendor Phone #: _____

Vendor Address: _____

Quote Description: _____

See Attached Written Quote \$ _____

Quote # 2

Vendor Name: _____ Vendor Phone #: _____

Vendor Address: _____

Quote Description: _____

See Attached Written Quote \$ _____

Quote # 3

Vendor Name: _____ Vendor Phone #: _____

Vendor Address: _____

Quote Description: _____

See Attached Written Quote \$ _____

COMPETITIVE QUOTES / BIDS CAN BE WAIVED FOR THE FOLLOWING REASONS:

- STATE CONTRACT /INTERGOVERNMENTAL (State Contract Number or Government Agency Must be on
- SOLE SOURCE PROCUREMENT (Supporting Documentation Must be with PO)
- EMERGENCY ACTION (Explanation Sent to Gov. Board Must be with PO)
- COMPETITION SOLICITED WITH NO OFFERS
- STANDARDIZATION / COMPATABILITY REQUIREMENTS for EQUIPMENT
- TRAVELING EXPENSES with GOVERNMENTAL RATE (Standard Rate Must be Specified on PO)
- PRODUCT / SERVICE / AGENCY for EDUCATIONAL, TRAINING, EXPERIMENTAL, DEVELOPMENTAL or RESEARCH WORK
- EQUIPMENT ALREADY INSTALLED, CONNECTED, IN SERVICE AND IT IS DETERMINED ADVANTAGEOUS TO PURCHASE SAME
- ITEMS ARE SUBJECT TO RAPID PRICE FLUCTUATION OR IMMEDIATE ACCEPTANCE (Attach Supporting Documents to PO)

APPROVAL:

DATE	DEPT. HEAD SIGNATURE
DATE	FINANCE MANAGER
DATE	ASSISTANT CHIEF SIGNATURE
DATE	FIRE CHIEF SIGNATURE