



**Governing Board Meeting Minutes
 October 19, 2016**

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, OCTOBER 19, 2016. 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 Fox.
- C. Roll Call showed Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Charlie Fox, and Director Jason Moeller as present.

Senior Leadership in attendance: Assistant Chief Jerome Schirmer, Assistant Chief Mike Farber, Assistant Chief Brett Broman, and Finance Director Roger Wood were present.

Legal Counsel Donna Aversa and Executive Assistant acting as Board Secretary Jasmin Jones were also present at the meeting.

Item 1: *Review and approval of the September 2016 financial reports and bank reconciliations. (BOD #2016-10-01)*

Motion by Director House to approve the September 2016 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 #2016-10-02)*

Assistant Chief Brett Broman read the list of the following October Service Anniversaries

Captain / Medic Craig Horvath	17 Years
Captain / Medic David Pohlmann	17 Years
Captain / Medic Jeremy Rocha	17 Years
Firefighter / Medic John Walka	9 Years
Firefighter / Medic Sammy Ramirez	9 Years
Firefighter Chris Robson	9 Years
Firefighter / Medic Jason Chapman	2 Years
Firefighter Sean Matuszewski	2 Years
Firefighter / Medic Jay Nelson	2 Years
Firefighter Casey Schreiner	2 Years
Firefighter Joe Stiglitz	2 Years
Firefighter Andrew Tryon	2 Years
Firefighter Colt Weddell	2 Years

Firefighter / Medic Travis Yates	2 Years
Firefighter Wes Fimbrez	1 Year
Firefighter Trace Leggett	1 Year
Firefighter Kenneth (Trey) Schow	1 Year

Item 3: *Call to the Public. (BOD #2016-10-n/a)*
N/A

Item 4: *Consideration and possible approval of all consent agenda items listed below: (BOD #2016-10-03)*

- a) *Board Meeting Minutes from September 21, 2016*
- b) *Second Amendment from Nationwide Retirement Solutions for In Plan Roth Rollover*
- c) *Central Arizona College (CAC) IGA to Support their Fire Science Program*
- d) *United States Special Operations Command Short Term Lease*

Director Fox asked to remove item d.

Motion by Clerk Gehrt to approve consent agenda items a through c for October 19, 2016. Seconded by Director Moeller.

Vote 5 ayes, 0 nays. Motion passed.

Director Fox asked for clarification on item d, including what type of training would be done at the SFMD Regional Training Center. Division Chief Rick Ochs stated that this training would be SWAT training for DPS for an active shooter scenario.

Motion by Director House to approve consent agenda item d for October 19, 2016. Seconded by Director Fox.

Vote 5 ayes, 0 nays. Motion passed.

Item 5: *Brief discussion and update regarding the Fleet Services Division. (BOD #2016-10-04)*

Fleet Supervisor Vaughn Croshaw briefed the BOD on how the Fleet Services Division is currently operating. He stated that our current "Down Time" for the SFMD Fleet is at astounding low 1%, this has come down from 9% in 2013. Previous to 2013, the "Down Time" was at or more than 20% consistently. There are several factors that contribute to our current low percentage, two of the top factors are the Replacement Schedule and the hiring of an additional mechanic.

Item 6: *Discussion and possible approval of the Affidavit of Compliance for the Board of Supervisors in Pinal and Maricopa Counties. (BOD #2016-10-05)*

Assistant Chief Brett Broman stated that this is a house-keeping item to follow a proper board election with federal and state election laws.

Motion by Director Moeller to approve the Affidavit of Compliance stating that the SFMD has complied with all federal and state election laws and to direct staff to send the Affidavit of Compliance to both Pinal and Maricopa Counties. Seconded by Chairman Cross.

Vote 5 ayes, 0 nays. Motion passed

Item 7: *Executive Session pursuant to ARS §38-431.03(A)(1) for discussion for personnel matters regarding the fire chief's performance evaluation. (BOD# 2016-10-06)*

- a) *Confirmation that the fire chief has received at least 24 hours of advanced notice of this proposed executive session for the fire chief to determine whether the performance evaluation should occur during the public session.*
- b) *Note that executive sessions are confidential pursuant to ARS §38-431.03*

*Fire Chief Paul Bourgeois was not in attendance at the board meeting, he was in transit from a national conference he presented at, however, he did send an email stating he received at least 24 hour's notice.

Motion by Chairman House to go into executive session pursuant ARS §38-431.03(A)(1) at 5:45 PM. Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed

***Regular Session began at 6:26 PM. Chairman Cross reminded everyone that the executive session is confidential pursuant to ARS §38-431.03.**

Item 8: *Discussion and possible action regarding the fire chief evaluation process. (BOD #2016-10-07)*

Assistant Chief Brett Broman summarized the fire chief evaluation timeline to the board of directors. The BOD then had comments about the fire chief's performance:

Director House stated that he has been on the BOD for 10 years now and the last four years with Fire Chief Paul Bourgeois have been great, our department has grown by leaps and bounds. He has made it easy to be on the governing board.

Clerk Gehrt stated we are very fortunate to have the caliber of a fire chief like Paul Bourgeois. The short time he has been on the board, for the last two years, we have accomplished so much and are recognized nationally. He went on to say that it is his hope that we will keep Chief Bourgeois challenged enough so we can keep him.

Chairman Cross stated he agreed with both Director House and Clerk Gehrt, we have an amazing fire chief.

Motion by Director Fox to give the fire chief the highest possible grade, of an A on his performance evaluation, only because there isn't an A+ on the scale and to direct staff to add the fire chief's contract on the November BOD Agenda. Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed

Motion by Chairman Cross to have Clerk Gehrt meet with Fire Chief Paul Bourgeois to discuss his annual performance evaluation. Seconded by Director Fox.

Vote 4 ayes, 0 nays, 1 abstain (Clerk Gehrt). Motion passed.

Item 9: *Discussion, update, and possible action regarding the temporary override election process. (BOD #2016-10-08)*

Assistant Chief Brett Broman gave a brief update on the temporary override election process. He stated we have approximately 43 speaking engagements that have been scheduled for our community. Currently, we have done over half of those engagements. So far, all of the engagements have been positive, we have been able to answer questions that our citizens have regarding the temporary override.

Chief Broman also introduced and played one of the PSA's that was created for to provide our citizen's more information. The PSA was released on social media and published on our website. He also briefly summarized the polling information that the override committee and the Yes Campaign had done. The numbers were extremely positive with over 50% in favor of the temporary override.

Item 10: *Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation of legal advice with an attorney for the District and/or ARS §38-431.03(A)(4), in order to consider its position and instruct its attorney regarding contracts that are the subject of negotiations as related to BOD #2016-06-07. (BOD# 2016-10-09)*

Assistant Chief Brett Broman requested the BOD pull this item from the agenda.

Item 11: Senior Leadership Team Reports (BOD# 2016-10-10)

- **Fire Chief Report**
 - Town Hall Meeting, hosted by the Apache Junction Chamber of Commerce in conjunction with the Apache Junction School District – 10/27 @ 7:00 PM, located at Roadhaven Resort.
- **Emergency Services / Operations**
 - Training Division Update
 - Transportation Division Update
 - Community Medicine Unit Update
- **Technical & Community Services**
 - Community Services
 - Annual Fire Prevention Festival – thank you for our amazing Volunteers!
 - 800 people in attendance
 - Events included – Smoke Alarm Education, Fire Safety House, Hands ONLY CPR demos, Fire Apparatus on display, TRT Pulley Station, Ventilation demo, Train Rides, Water Slide, Bouncy House, Smokey the Bear, Music, Dancing, and FREE Lunch
 - Tina Gerola and John Suniga attended Cultural Competence in Risk Reduction at the National Fire Academy
 - Technical Services
 - ImageTrend enhancements, development for fire fun form
 - Working on multiple grant opportunities
- **Administrative Services**
 - Policies that are currently going through the internal review process – Fingerprinting / Criminal Background Checks and Temporary / Acting Appointment
 - Social Media Update
 - Featured in the Don't Leave Me campaign, our department helped spread the message regarding not leaving animals and children in hot cars, the first photo of our department went viral.
- **Financial Services**
 - FY 15/16 Audit Prep
 - Deferred Compensation Committee still meeting
 - Nationwide *In Plan Roth Rollover*
 - 401(a) element discussed – proposal will be brought to the board if there is a consensus
 - Transitioning Secretary duties to Sherry Mueller

Item 12: Announcements (BOD# 2016-10-n/a)

Chief Broman asked the BOD to stay after the meeting to get their official pictures taken.

Clerk Gehrt gave a brief Pension Board update.

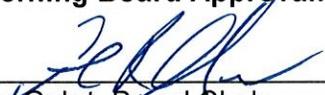
Chairman Cross stated he would like to recognize one of the SFMD Explorer's that he witnessed giving a bike he won to another child at the Fire Prevention Festival.

Item 13: Adjourn (BOD# 2016-10-10)

Motion by Director House at 7:06 p.m. to adjourn the meeting. Seconded by Chairman Cross.

Vote 5 ayes, 0 nays. Motion passed.

Governing Board Approval:



Gene Gehrt, Board Clerk

Jasmin Jones