



**Governing Board Meeting Minutes
 December 21, 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, DECEMBER 21, 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.

Motion by Director Strand to nominate Jeff Cross as the board chairman. Seconded by Director Gehrt.
 Vote 5 ayes, 0 nays. Motion passed.

Motion by Director House to nominate Gene Gehrt as the board clerk. Seconded by Director Strand.
 Vote 4 ayes, 0 nays. Motion passed (Gehrt abstained)

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

Senior Leadership in attendance: Fire Chief Paul Bourgeois, 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 November 2016 financial reports and bank reconciliations. (BOD #2016-12-03)*

Motion by Director House to approve the November 2016 financial reports and bank reconciliations. Seconded by Director Strand.

Vote 5 ayes, 0 nays. Motion passed.

Item 2: *Recognition of employee performance, achievements and special recognition for community members. (BOD #2016-12-04)*

Assistant Chief Brett Broman presented Jack Hafer with his 25 Year Service Award.

Fire Chief Paul Bourgeois presented Governing Board Director, Charlie Fox with an appreciation award for serving the SFMD Fire Board for four (4) years.

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

Captain / Medic Doug Taylor	24 Years
Deputy Fire Marshal John Suniga	24 Years
Fire Mechanic I George Nasello	4 Years

Division Chief Rick Ochs recognized L264 and Medic 263 Crews for a Cardiac SAVE:

L264

Captain / Medic Doug Taylor

Engineer Rob McMinn

Firefighter/Medic Ken Simkins

Firefighter Wayne Emerson

Medic 263

EMT Kevin Montgomery

Paramedic Cortney Schmeltzer

Item 3: *Call to the Public. (BOD #2016-12-n/a)*
N/A

Item 4: *Consideration and possible approval of all consent agenda items listed below:
(BOD #2016-12-05)*

- a) *Board Meeting Minutes from November 16, 2016*
- b) *Executive Session Board Meeting Minutes from November 16, 2016*
- c) *Special Board Meeting Minutes from November 28, 2016*
- d) *Disposition of Surplus Property: CF-C2 ePCR Tablets*
- e) *Disposition of Surplus Property – 2012 iPad 2*
- f) *Renewal of Annual Worker's Compensation Insurance provided by 7710 Insurance*
- g) *Gold Canyon Arts Festival Staffing Agreement*
- h) *Renaissance Limited Contract*
- i) *IGA with the City of Mesa: VHF Fire Ground Radio System*

Motion by Clerk Gehrt to approve the consent agenda items for December 21, 2016. Seconded by Chairman Cross.

Vote 5 ayes, 0 nays. Motion passed.

Item 5: *Discussion and possible action regarding current changes to FLSA. (BOD #2016-12-06)*

Assistant Chief Jerome Schirmer gave a brief update regarding the interpretation by the 9th Circuit Court regarding FLSA pay and how it has impacted the Community Medicine operation of the Mesa Fire / Medical Department to include the compensation of employees assigned to that program. He went on to explain that the virtue of SFMD's involvement in Mesa's CMS grant and the duplicate nature of staffing CM units, both organizations are facing possible reimbursement to employees, who according to the 9th Circuit, were incorrectly categorized as 56-hour employees. Chief Schirmer fielded questions from the BOD.

Item 6: *Discussion, update, and possible action regarding ambulance billing. (BOD #2016-12-07)*

Assistant Chief Mike Farber gave a brief update regarding the progress of the ambulance billing operations and provided a summary of an analysis, accomplishments, and strategic plan moving forward.

Item 7: *Discussion, update, and possible action regarding Public Safety Personnel Retirement System (PSPRS) events, including the Hall VS. PSPRS ruling and the District's Fiscal Year 2017/2018 employer contribution rate. (BOD #2016-12-08).*

Fire Chief Paul Bourgeois gave a brief summary regarding the Hall VS. PSPRS ruling. He stated the impact of the Hall decision on employers like SFMD is currently unknown. However, what is known is that public safety employers like SFMD will see their annual employer (ER) contribution rate increase to offset the decrease in the employee (EE) contribution.

Chief Bourgeois answered several questions by the BOD regarding the ruling of the case. He stated that agencies were told not to expect an answer quickly as attorney's need to go back on how to facilitate the ruling.

Finance Director Roger Wood gave a brief summary on some ideas on what the interest rate and the tax treatment for the payments would be. These questions will be answered during the facilitation of the case as well.

Item 8: *Discussion, update, and possible action regarding the community medicine program. (BOD #2016-12-09).*

Assistant Chief Jerome Schirmer gave a brief update regarding the community medicine program. He went on to briefly summarize the follow up program that Tanner Fox is currently working. Chief Schirmer also summarized the low acuity pilot program he is working on. He stated more information will be brought to the BOD at the January meeting. He fielded questions from the BOD regarding the low acuity pilot program, including how risk management will still be in place for the protection of our crews and our citizens.

Item 9: *Discussion, update, and possible action regarding the treat and refer program. (BOD #2016-12-10).*

Fire Chief Paul Bourgeois gave a brief update on the progress and the importance of the treat and refer program. He stated fire service has been asking for a program like this for years, it will not only keep citizens out of the emergency department, there will be some reimbursement from insurance companies.

Chief Schirmer went on to explain that quite a few agencies want to participate in this program and we are one of the few departments that are ready for training and a test period. SFMD already has the data and the ePCR units, the State of Arizona requires for the program to begin. He stated that it may be mid to late February before the program begins.

Item 10: *Discussion and update regarding the lessons learned during the temporary override election process. (BOD# 2016-12-11)*

Fire Chief Paul Bourgeois had a short presentation regarding the lessons learned through the temporary override election process. Some of the items mentioned were:

What Worked – numerous educational presentations (including Labor, Fleet Services, and Fire Chief), signs posted by Labor, Internet/Website, Print Media (editorial articles, resident comments, articles in community letters), being engaged and accessible to our citizens with quick responses to questions, video PSA's with customer testimonials, door to door campaign by Labor, educating and communicating with internal personnel, trifold, simple straightforward message, active presence on social media, clear regarding the consequences of a *no* vote, owned the issue, adopted a can-do attitude, and we did not invest money – we invested human effort.

Chief Bourgeois fielded comments from the BOD and thanked them for being so supportive.

Item 11: *Discussion and possible action regarding conflict of interest or potential conflict of interest of Governing Board Members. (BOD# 2016-12-12)*

Chairman Cross – employed at MFMD

Clerk Gehrt – N/A

Director Moeller – City of Apache Junction Industrial Authority Board

Director Strand – N/A

Director House – Pinal County Supervisor

The BOD members also signed forms with the above information that will be kept on file per ARS.

Item 12: *Discussion and possible approval of the 2017 disclosure statement of meeting notice posting locations and dates for the Superstition Fire & Medical District Governing Board Meetings and Local Pension Board Meetings. (BOD# 2016-12-13)*

Executive Assistant Jasmin Jones stated the meeting dates and times were still the third Wednesday of the month and will begin at 5:30 PM.

Motion by Director House to approve filing the 2017 disclosure statement with board meeting dates and times with the Pinal County Board of Supervisors and for posting meeting notices and agendas on the locations specified in the statement and on the district website. Seconded by Director Moeller.

Vote 5 ayes, 0 nays. Motion passed

Item 13: *Discussion and possible approval of a planning calendar and process for Fiscal Year 2017/2018 SFMD Revenue and Expenditure Budget. (BOD# 2016-12-14)*

Finance Director Roger Wood briefly went over the planning calendar as presented to the BOD.

Motion by Director Moeller to adopt the Fiscal Year 2017/2018 Budget Planning Calendar as presented, and to schedule the July Governing Board Meeting for Wednesday, July 19, 2017 at 5:30 PM when the Fiscal Year 2017/2018 budget will be adopted. Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed

Item 14: *Discussion and possible approval of Pinal County Treasurer's Office and Wells Fargo Bank signature authority. (BOD# 2016-12-15)*

Finance Director Roger Wood stated this item is a house-keeping item to remain up to date with our district bank account with the names of our newly elected board members and to remove the name of our retiring board member.

Motion by Clerk Gehrt to approve the Pinal County Treasurer's Office Combined Resolution, and the Wells Fargo Authorization Certificate and Amendment to Commercial Account Signature Card documents to reflect the current Governing Board Members. Seconded by Director House.

Vote 5 ayes, 0 nays. Motion passed

Item 15: *Discussion and possible action regarding transferring funds for the January 1, 2017 Debt Service Interest Payment. (BOD# 2016-12-16)*

Finance Director Roger Wood stated this item is presented to the BOD every year for the debt service interest payment.

Motion by Director House to authorize payment by executing letter of direction to Pinal County Treasurer's Office to wire transfer funds for the GADA debt service payments on December 31, 2016 due to U.S. Bank on January 1, 2017. Seconded by both Chairman Cross and Director Strand.

Vote 5 ayes, 0 nays. Motion passed

Item 16: *Senior Leadership Team Reports (BOD# 2016-12-17)*

➤ **Fire Chief Report**

- Save the Date
 - December 22, 2016 – Captain Jack Hafer Retirement Celebration
 - January 12th – 14th – AFDA Winter Conference
- New Organizational Chart

➤ **Emergency Services / Operations**

- Training Division Update

- Transportation Division Update
- Community Medicine Unit Update
- TRT school update and pictures
- **Administrative Services**
 - Swearing in of new PT Transportation Services employees
 - Neighborhood Meetings
 - Assisted Prescott Fire with Captain's Testing
 - Ribbon Cutting at Superstition Ranch Market
 - Tech Division
 - Created Accreditation Map / Override Results Map
 - ImageTrend work group focusing on data quality
- **Financial Services**
 - FY 15/16 Completion
 - CYMA Enhancements
 - Year-End planning and preparations

Item 17: *Announcements (BOD# 2016-12-n/a)*

Director House stated he is still holding a diaper drive and currently has over 13,000 diapers.

Item 18: *Adjourn (BOD# 2016-12-18)*

Motion by Director Strand at 7:15 PM to adjourn the meeting. Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. Motion passed.

Governing Board Approval:



 Gene Gehrt, Board Clerk

Jasmin Jones