



Superstition Fire & Medical District

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Governing Board Meeting Minutes February 15, 2017

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 15, 2017. 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. Call to Order

Chairman Cross called the meeting to order at 5:30 P.M.

B. Pledge of Allegiance

Pledge of Allegiance was led by Clerk Gehrt.

C. Roll Call

Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, and Director Larry Strand as present. Director Jason Moeller was absent.

Senior Leadership Team in attendance: Fire Chief Paul Bourgeois, Assistant Chief Jerome Schirmer, Assistant Chief Brett Broman, Assistant Chief Mike Farber, and Finance Director Roger Wood.

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

1. Review and approval of the January 2017 financial reports and bank reconciliations. (BOD #2017-02-01)

Motion by Director House to approve the January 2017 financial reports and bank reconciliations. **Seconded** by Director Strand.

Vote 4 ayes, 0 nays. **MOTION PASSED.** (Director Jason Moeller was absent)

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2017-02-02)

Assistant Chief Brett Broman read the list of February service anniversaries: Captain/Paramedic Paul Perkins (27 Years), Captain/Paramedic Carlos Rivera (17 Years), Planning & Technology Administrator Anna Butel (17 Years). Fleet Supervisor Vaughn Croshaw (8 Years), Firefighter/Paramedic Dave Endres (4 Years), Firefighter/Paramedic Christopher Furgeson (4 Years), Firefighter Jackie Anderson (4 Years), Firefighter Monte Fuller (4 Years), Firefighter Anthony Martinez (4 Years), Assistant Chief Jerome Schirmer (3 Years), EMS Coordinator Eileen Blackstone (1 Year), and HR Generalist Sherry Mueller (1 Year).

Chief Broman presented the BOD with the annual painting from the Gold Canyon Arts Council.

3. Call to the Public. (BOD #2017-02-n/a)

N/A

4. Consideration and possible approval of all consent agenda items listed below (BOD #2017-02-03):

- A. Board Meeting Minutes from January 18, 2017
- B. Purchase of one (1) Stryker Power Loading System and five (5) XPS Retrofit Kits
- C. Purchase of two (2) Skid Units
- D. Purchase of computers and equipment as planned for FY 16/17
- E. Renewal of contract for property and casualty insurance
- F. Renewal of contract with Phoenix NAP COLO Services
- G. Approval of contract from Phoenix Technology Solutions (PTS)
- H. Agreement for Data Contribution with the National Fire Protection Agency (NFPA)
- I. Disposition of Surplus Property / Approval of Auction Services Agreement

Director Strand asked to remove item G for further explanation.

Motion by Clerk Gehrt to approve consent agenda items A, B, C, D, E, F, H, and I for February 15, 2017. **Seconded** by Director House.

Vote 4 ayes, 0 nays. **MOTION PASSED.** (Director Jason Moeller was absent)

Anna Butel explained that Phoenix NAP houses the district's servers.

Motion by Director Strand to approve item G for February 15, 2017. **Seconded** by Clerk Gehrt.

Vote 4 ayes, 0 nays. **MOTION PASSED.** (Director Jason Moeller was absent)

5. Discussion of the Fiscal Year 2017/2018 Tax Abstract for Pinal and Maricopa counties, and its impact on the development of the Fiscal Year 2017/2018 Revenue Budget. (BOD #2017-02-04)

Fire Chief Paul Bourgeois introduced this item to the BOD. He briefly explained the different NAV's throughout Arizona Fire Districts and the unintended consequences of Proposition 117.

Finance Director Roger Wood presented preliminary budget numbers after receiving the tax abstracts from both Pinal and Maricopa counties.

6. Discussion and possible action of the Fiscal Year 2017/2018 forecast based on fiscal year-to-date information through January 31st, and its implications on the development of the Fiscal Year 2017/2018 Budget. (BOD #2017-02-05)

Finance Director Roger Wood briefed the BOD on the development of the budget process. He stated the starting point of developing a budget for the new fiscal year is an estimate of beginning cash balance, which is the ending cash balance of the current fiscal year.

He presented a forecast of Fiscal Year 2016/2017 revenue and expense levels and provided an early view of the possible challenges to be addressed while developing the Fiscal Year 2017/2018 budget.

7. Discussion and possible action regarding any contracts or Memorandum of Understandings that pertain to ambulance operations. (BOD #2017-02-06)

Fire Chief Paul Bourgeois briefed the BOD on ambulance operations in our district. He stated the item before the Board was a contract between SW General and the SFMD recognizing the need to cooperate on the Mesa / Apache Junction border to provide mutual aid for the safety of our citizens.

Motion by Clerk Gehrt to approve the Contract, between SW General, Inc. and Superstition Fire & Medical District recognizing the necessity to cooperate and work together to provide mutual aid and contingency assistance for the safety and well-being of our citizens. **Seconded** by Director House.

Vote 4 ayes, 0 nays. **MOTION PASSED.** (Director Jason Moeller was absent)

8. Discussion and possible action discussing the impact of the recent 9th Circuit Court ruling on the treatment of overtime pay. (BOD #2017-02-07)

Finance Director Roger Wood gave a brief update regarding the timeline of events that will lead to the payout process for the Captains that need will be reimbursed because of the 9th Circuit Court ruling.

1. Finalized calculations and received a legal waiver from Ms. Aversa.
 2. Scheduled one-on-one meetings with the five SFMD Captains impacted by the ruling.
 3. Payouts will be processed on March 17th.
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9. Senior Leadership Team Reports (BOD #2017-02-08)

Management Services

- Legislative Update
- Website Audit Update
- Strategic Planning Summit Update
- SFMD Leadership Conference – Save the Date May 15th and 16th

Emergency Services Report

- Active Shooter Training w/Law Enforcement Update
- Training Update
- December 2016 Operations Stats
- December 2016 Transportation Operations Stats & CoN Compliance Report

Administrative Services Report

- Volunteer Appreciation Brunch – January 23, 2017
- Continued TSP Interviews and Hiring Process
- Committees Update
 - Grant
 - Healthcare Taskforce

Community & Financial Services Report

- SFMD was featured at Parks & Rec's Family Fitness Day
 - Monthly Transport Collections Report
 - Possible revision to the Procurement Policy
 - Pension Board meeting update – Captain Perkins and Engineer Colby entered into the DROP
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10. Announcements (BOD #2017-02-n/a)

Clerk Gehrt requested to have a standing agenda item for PSPRS information and discussion. Chairman Cross stated an item would have to be added to the agenda before discussion could take place.

Director House stated that he attended the Gold Canyon annexation meeting, it was heavily attended.

11. Adjourn (BOD #2017-02-09)

Motion by Director House at 6:25 PM to adjourn the meeting. **Seconded** by Director Strand.

Vote 4 ayes, 0 nays. **MOTION PASSED.** (Director Jason Moeller was absent)

Governing Board Approval:



Gene Gehrt, Board Clerk

Jasmin Jones