VERSION 1.0

BOARD OF DIRECTORS MEETING

OCTOBER 18, 2017

SUPERSTITION FIRE & MEDICAL DISTRCT BOARD

JEFF CROSS, BOARD CHAIRMAN
GENE GEHRT, BOARD CLERK
TODD HOUSE, BOARD DIRECTOR
JASON MOELLER, BOARD DIRECTOR
LARRY STRAND, BOARD DIRECTOR

Superstition Fire & Medical District

Board of Directors Meeting Agenda

October 18, 2017

Mission Statement

Preserve Life ~ Protect Property ~ Add Value to *OUR* Community

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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, October 18, 2017**. 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.

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 September 2017 financial reports and bank reconciliations. (BOD #2017-10-01)**

2. **Recognition of employee performance, achievements, and special recognition for community members. (BOD #2017-10-02)**

3. **Call to the Public. (BOD #2017-10-n/a)**
   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 listed below (BOD #2017-10-03):**

   A. Board Meeting Minutes from September 20, 2017

   B. Executive Session Meeting Minutes from September 20, 2017

   C. Special Board Meeting Minutes from September 27, 2017

   D. First Amendment to the AJUSD/SFMD Lease Agreement

   E. First Amendment to the Intermedix Contract

   F. Purchase of five (5) Motorola APX8000XE Dual Band Portable Radios

5. **Discussion, presentation and possible approval of the 2016/2017 Annual Report and possible adoption of Resolution 2017-11, formally adopting the 2016/2017 Annual Report. (BOD #2017-10-04)**

6. **Discussion and possible approval of amending Volume I: Administrative Policy, Policy 102.16, subsection Sick Leave Caps and Payouts, Items D and E. (BOD #2017-10-05)**

7. **Discussion and possible approval of Policy 101.03: Smoking and Policy 102.46: Arizona Safe Haven for Newborn Infants brought forth at the September 20, 2017 BOD meeting for approval (BOD #2017-09-17), and presentation of Policy 102.45: Labor Management Relations for final approval at the November 2017 BOD meeting. (BOD #2017-10-06)**

8. **Discussion and possible approval of an increase in the fee for security access cards for the Fitness Center located at 3945 E. Superstition Blvd. AJ, 85119. (BOD #2017-10-07)**

9. **New Business / Future Agenda Items. (BOD #2017-10-08)**

10. **Reports. (BOD #2017-10-09)**

11. **Announcements (BOD #2017-10-n/a)**

12. **Adjourn (BOD #2017-10-10)**

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 October 11, 2017
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 24-hours before the board meeting.

Governing Board Meeting – October 18, 2017
Agenda Item: 1
BOD#: 2017-10-01

Agenda Item Title:
Review and approval of the September 2017 financial reports and bank reconciliations.

Submitted By:
Finance Director Roger Wood

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), Transport Services (150), 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), Transport Services (150), 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.
*Financials provided under separate cover

Recommended Motion:
"Motion to approve the September 2017 financial reports and bank reconciliations."

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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 **September 2017:**

1. Financial Statement
2. Bank Reconciliations
    a. General (100) Fund
    b. Transport Services (150) Fund
    c. Capital Projects (200) Fund
    d. Bond Proceeds (300) Fund
    e. Special Projects (400) Fund
    f. Debt Principle (500) Fund
    g. Debt Interest (600) Fund

_____ _____

Jeff Cross, Board Chair Date

Governing Board Meeting – October 18, 2017
Agenda Item: 2
BOD#: 2017-10-02

Agenda Item Title:
Recognition of employee performance, achievements, and special recognition for community members.

Submitted By:
Interim Fire Chief Mike Farber
Acting Assistant Chief Richard Mooney

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.

October Service Awards:

10 Years of Service
Captain/Paramedic **John Walka**
Firefighter/Paramedic **Sammy Ramirez**
Firefighter **Chris Robson**

October Service Anniversaries:

18 Years of Service
Captain/Paramedic **Craig Horvath**
Captain/Paramedic **Jeremy Rocha**
Captain/Paramedic **Dave Pohlmann**
3 Years of Service
Firefighter/Paramedic **Jason Chapman**
Firefighter/Paramedic **Jay Nelson**
Firefighter/Paramedic **Travis Yates**
Firefighter **Sean Matuszewski**
Firefighter **Casey Schreiner**
Firefighter **Joe Stiglitz**
Firefighter **Andrew Tryon**
Firefighter **Colt Weddell**
2 Years of Service
Firefighter **Wes Fimbrez**
Firefighter **Trace Leggett**
Firefighter **Trey Schow**
Fire Mechanic **Roger Nasello**

Governing Board Meeting – October 18, 2017
Agenda Item: 3
BOD#: 2017-10-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

Governing Board Meeting – October 18, 2017
Agenda Item: 4
BOD#: 2017-10-03

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

A. Board Meeting Minutes from September 20, 2017 – **Appendix A**

B. Executive Session Meeting Minutes from September 20, 2017 – **Appendix B**

C. Special Board Meeting Minutes from September 27, 2017 – **Appendix C**

D. First Amendment to the AJUSD/SFMD Lease Agreement – **Appendix D**

E. First Amendment to the Intermedix Contract – **Appendix E**

F. Purchase of five (5) Motorola APX8000XE Dual Band Portable Radios – **Appendix F**

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 October 18, 2017."

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Governing Board Meeting – October 18, 2017
Agenda Item: 5
BOD#: 2017-10-04

Agenda Item Title:
Discussion, presentation, and possible approval of the 2016/2017 Annual Report and possible adoption of Resolution 2017-11, formally adopting the 2016/2017 Annual Report.

Submitted By:
Interim Fire Chief Mike Farber

Background/Discussion:
This item comes before the Board on an annual basis. Interim Fire Chief Mike Farber will present to the Board the 2016/2017 Annual Report. Key items included in the report:

- SFMD (V-fib/V-tach) survival rate is higher than the statewide average (SFMD is 40% for the 2016 Calendar Year)
- In SFMD's first year of Ambulance Transports 4,262 patients were transported to local hospitals and SFMD exceeds response time compliance rates set forth by the AZ Department of Health Services
- 1,324 people were trained in hands only CPR
- SFMD received a Community Risk Grant for $110,735 from FEMA (Fire Prevention and Safety)

Financial Impact:
N/A

Enclosure(s):
2016/2017 Annual Report

Resolution 2017-11

Recommended Motion:
"Motion to approve the 2016/2017 Annual Report and adoption of Resolution 2017-11: Formally Adopting the 2016/2017 Annual Report "

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Superstition Fire & Medical District

ANNUAL REPORT 2016/2017

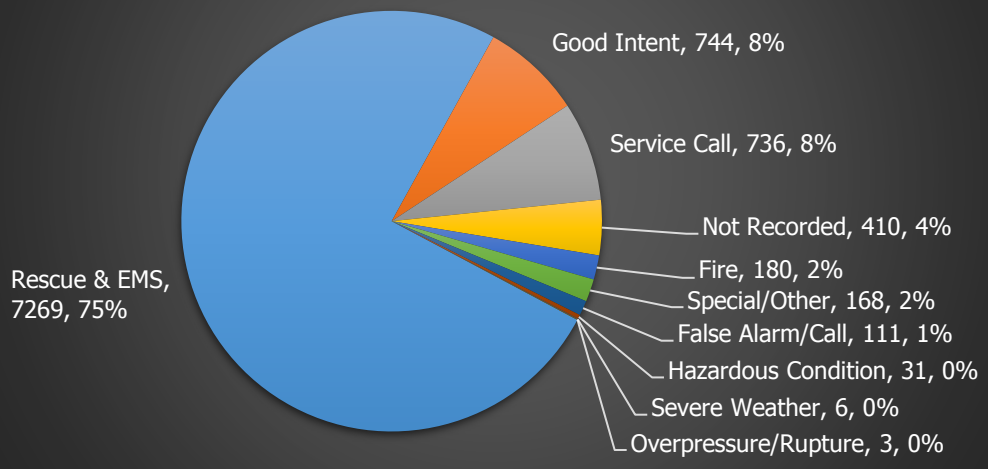
Our Commitment

The Superstition Fire & Medical District is committed to providing responsive, innovative, and professional services. We work diligently to provide effective and efficient life-saving services to our community.

Without the collective effort of the elected Board of Directors, the Superstition Local 2260 Chapter, the administrative staff, firefighters and transportation services personnel none of our successes over the past year could be reported here.

We are honored to present the 2016/17 annual report which illustrates our dedication and commitment to the citizens of our community. As we look forward to celebrating our 62nd Anniversary, our aim is to exceed your expectations. We strive to build on our accomplishments and exemplify the honor, pride, and long standing history of providing quality and caring service.

Incident Type Call Volume



Total Incidents

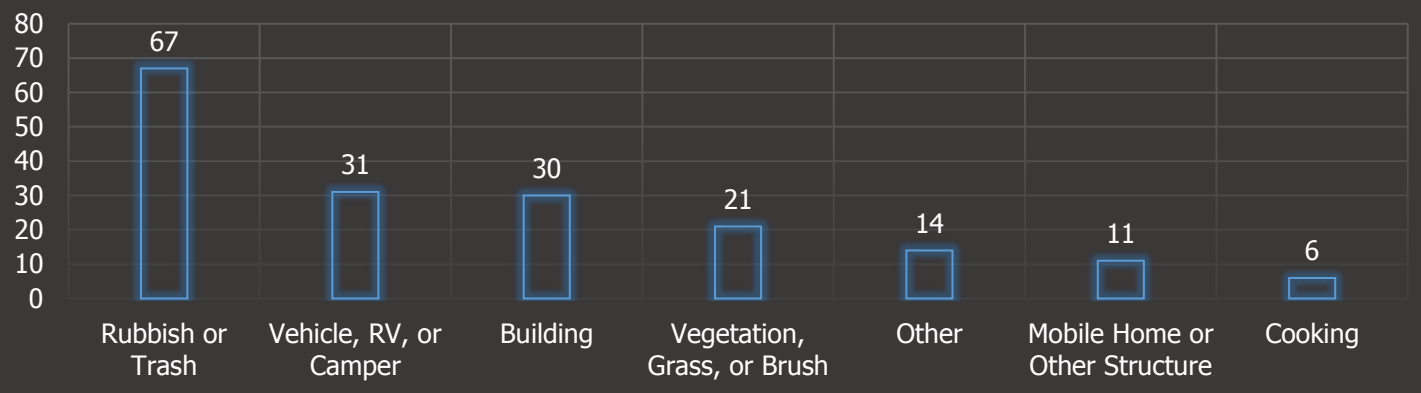
9,658

Average Response Time Emergent Incidents

5:27

FIRE SUPPRESSION

Types of Fires



Pre-Incident Value of Property & Content

$7.3 million

Property & Content Saved Value

$6.6 million

Percentage of Property & Content Saved

90%

Average Response Times by Unit

	Processing Time	Turnout Time	Travel Time	Reflex Time
Battalion 261	0:55	0:55	6:08	7:58
Station 261	0:47	0:53	4:54	6:34
Station 262	0:50	0:50	6:45	8:24
Station 263	0:47	0:48	5:14	6:48
Station 264	0:50	0:48	5:34	7:12
Station 265	0:51	0:53	6:24	8:08

EMERGENCY MEDICAL SERVICES

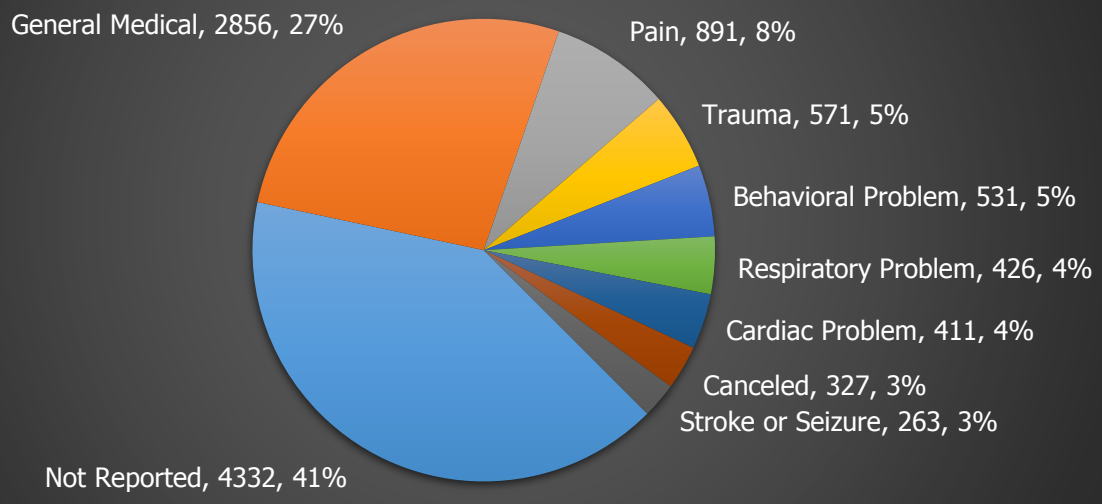
2016 Cardiac Arrest Survival Rate

AZ Statewide Survival Rate	SFMD Survival Rate
35%	40%

Cardiac Arrest Survival Rate

	2012	2013	2014	2015	2016	5 Years
Initial Rhythm V-fib/V-tach	6	11	8	13	10	48
Survived to Hospital Discharge	1	4	3	4	4	16
Overall Survival Rate	**16.7%**	**36.4%**	**37.5%**	**30.8%**	**40.0%**	**33.3%**

EMS Call Type

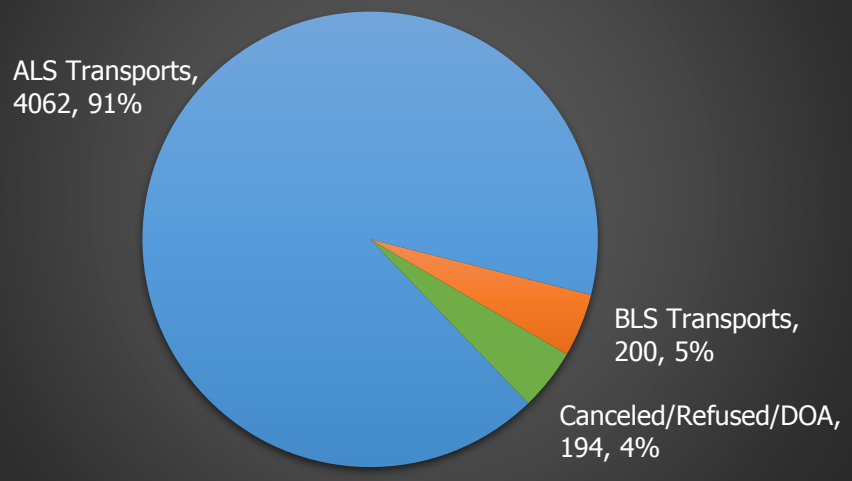


TRANSPORT SERVICES

Increased Service Levels in the Community

In 2016/17, the district completed its first full year of emergency transport service operations. In addition to providing Advanced Life Support (ALS) transport services, SFMD began providing Basic Life Support (BLS) transport services as well. This has led to a significant increase in service requests for emergency transport services. To meet this demand another 24-hour ambulance has been added to better serve our community. Increased customer satisfaction, patient care, and response times have all contributed to the success of this program.

Transport Service Requests



Total Transports

4,262

Average Ambulance Transports per Day

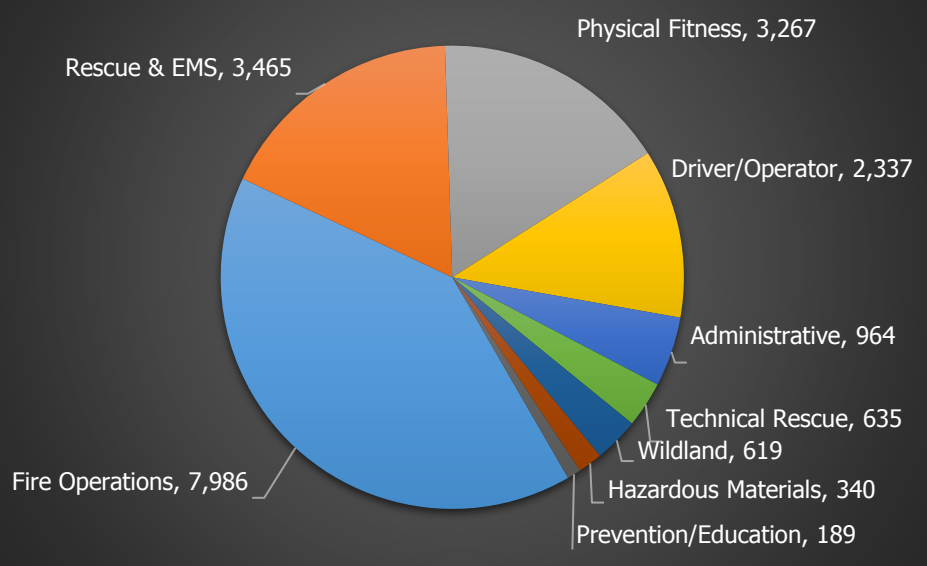
12

Code 3 Ambulance Response Time Compliance Rates

	AZ Dept. of Health Services Standard	2016 SFMD Compliance Rate	2017 SFMD Compliance Rate (Year To Date)
Percentage of Calls at 8:59 or less	90%	92% ✓	94% ✓
Percentage of Calls at 14:59 or less	95%	99% ✓	100% ✓
Percentage of Calls at 19:59 or less	100%	100% ✓	100% ✓

TRAINING & COMMUNITY SERVICES

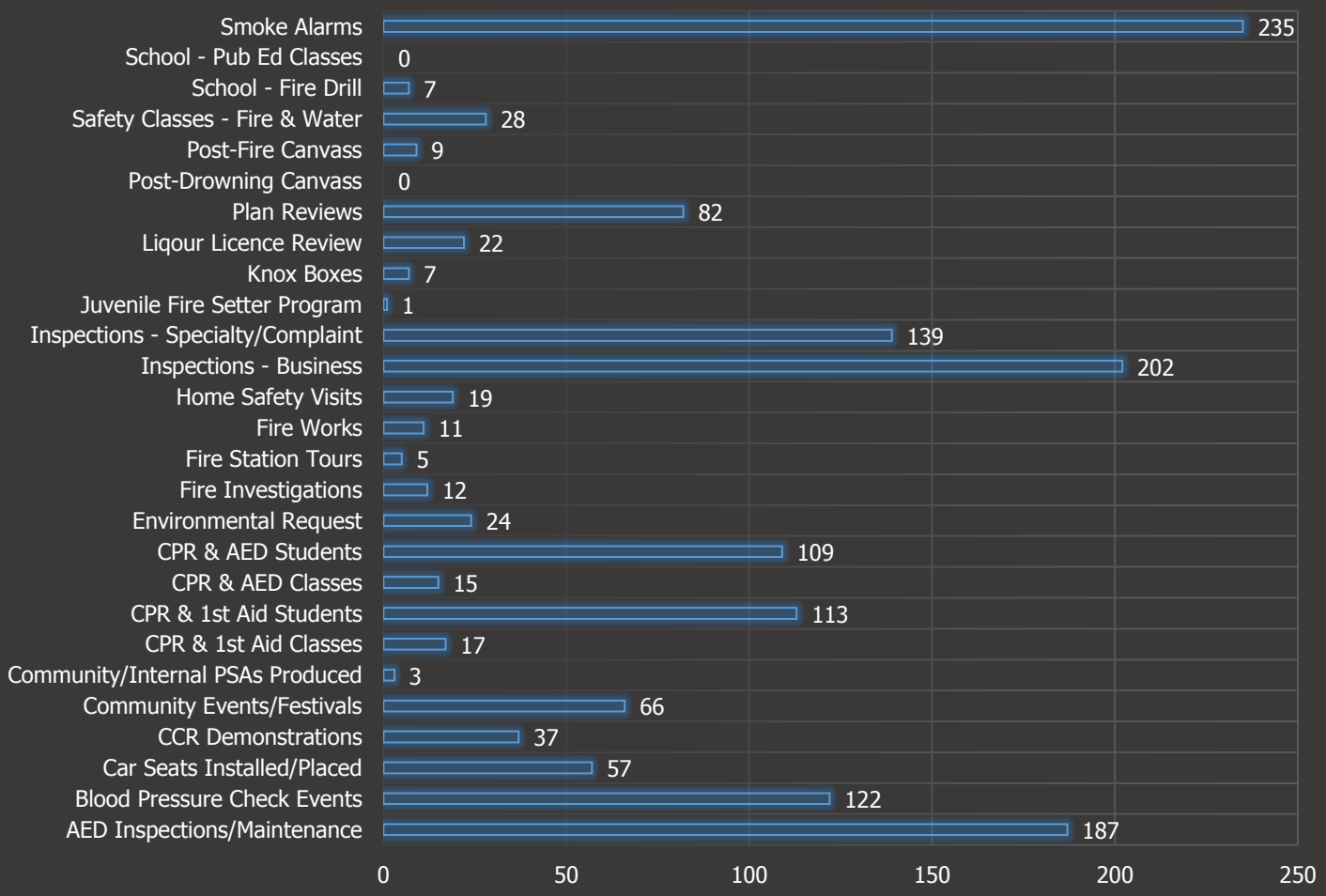
Training Hours



CCR Demonstrations
(Hands -Only CPR)

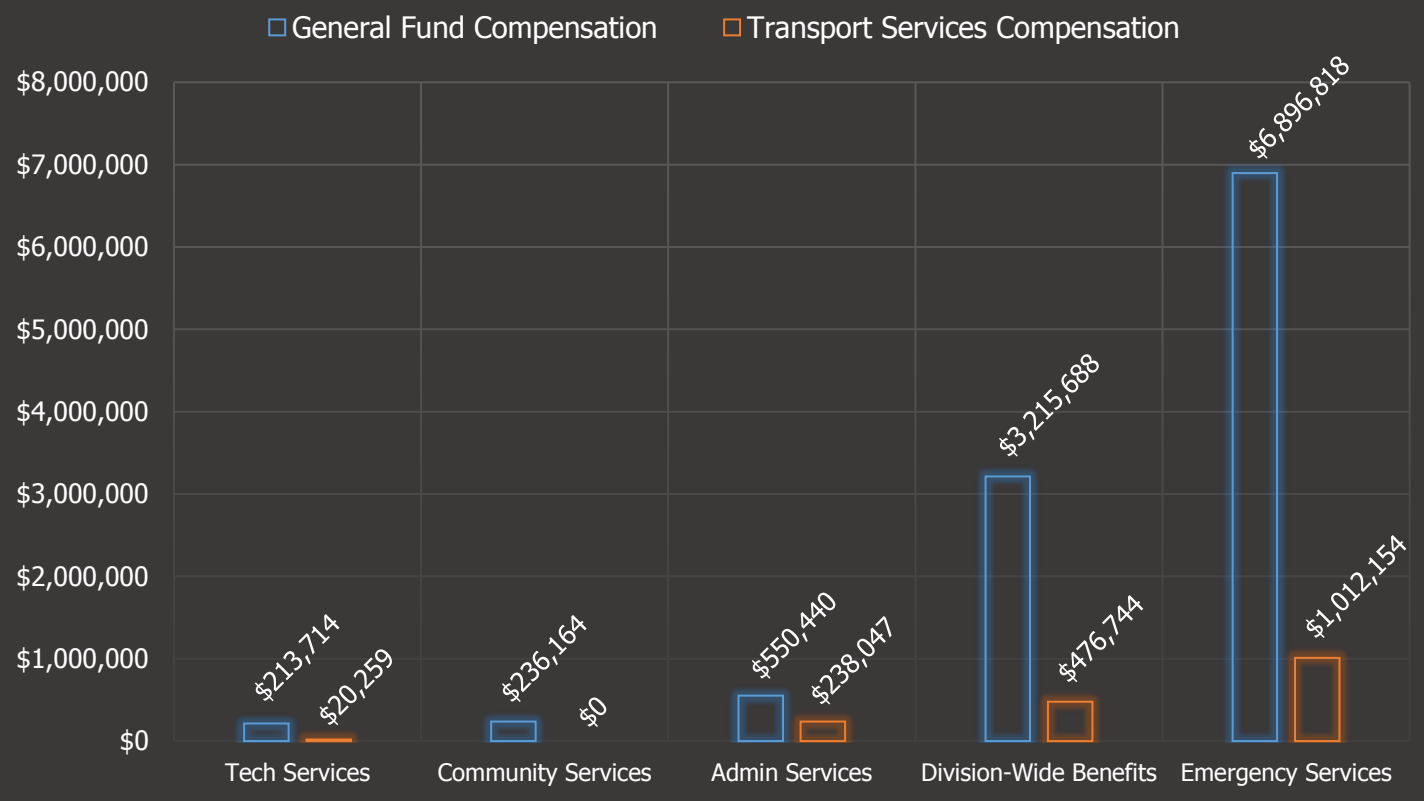
1,324 community members were trained to perform this life-saving technique

Community Services

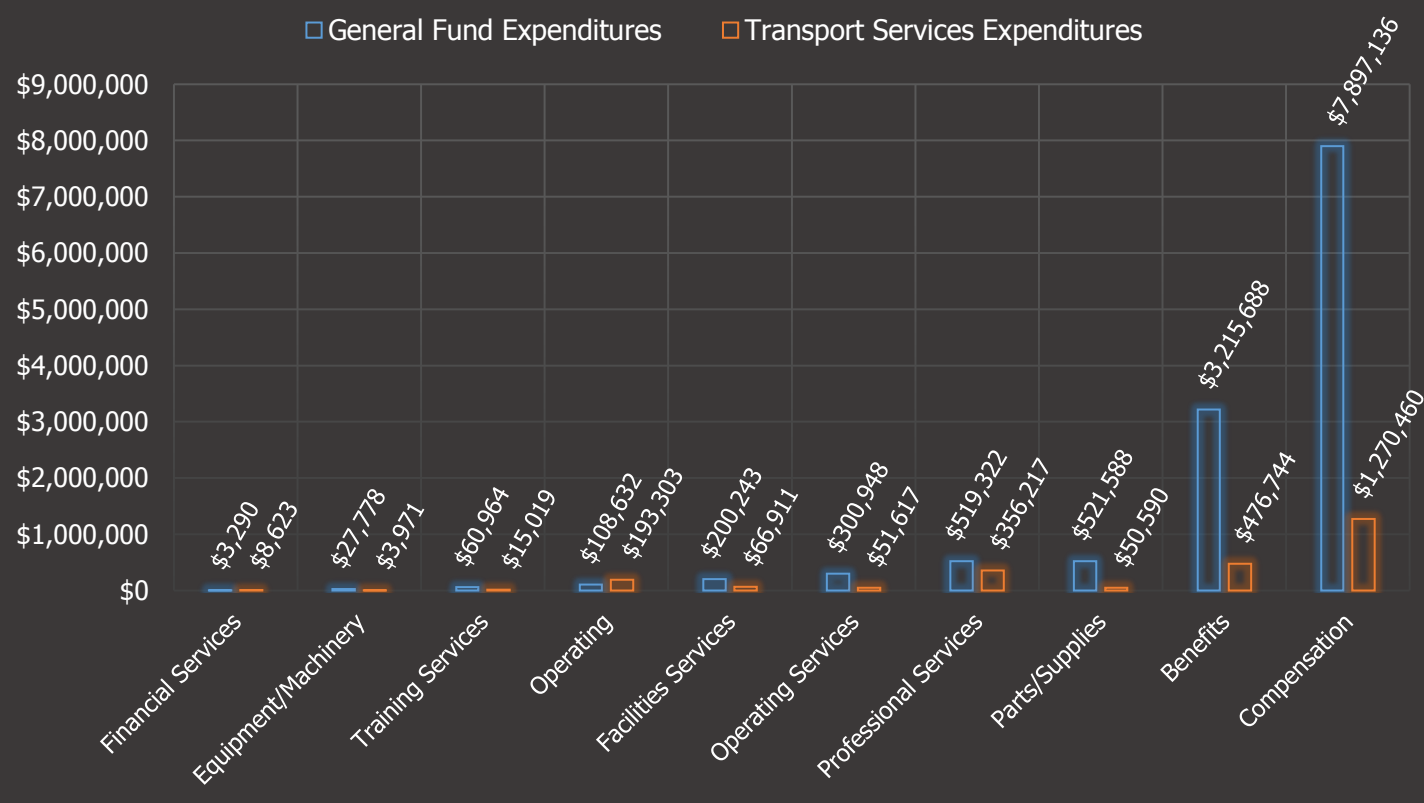


ANNUAL BUDGET

2016/17 Compensation



2016/17 Expenditures



GRANT FUNDING

Grant Awards

Grant Name	Amount	Year Awarded
SCBA	$347,000	2013/14
Smoke Alarms	$19,060	2013/14
Radios	$138,943	2013/14
Video Conferencing	$93,000	2015/16
Ambulance	$200,539	2015/16
Command Training	$91,979	2016/17
Fire Prevention	$23,000	2016/17
Community Risk	$110,735	2017/18
Total	**$1,024,256**	

The Importance of Grant Funding

Government grant funding for firefighting programs helps provide financial support to agencies that may otherwise fall short on revenue. Over the last several years, these grants have provided SFMD with training, video conferencing equipment, smoke alarms for the community, and more. Through the next fiscal year, we will actively be seeking grant funding. SFMD will submit grants for the hiring of firefighters, necessary equipment, and essential training during the FEMA Fire Grant process. Additionally, other grants such as the Gila River Indian Community (GRIC) grant, the Firehouse Subs grant, and others will be actively pursued. It is our goal to reduce our dependence on tax-payer revenue through these grants.

ACCOMPLISHMENTS

During Fiscal Year 2016/17, the district focused on completing many strategic initiatives. Below is a list of some of the highlights completed during that time.

- Adopted the 2015 International Uniform Fire Code.
- Successfully facilitated a temporary Tax Override.
- Opportunely negotiated Basic Life Support (BLS) transport services to SFMD from an outside provider.
- Deployed and additional full-time ambulance to increase reliability across the district.
- Accepted $23,000 in grant funding for smoke alarms from the Gila River Indian Community.
- Trained 7 members as Administrators for the ImageTrend Records Management System.
- Configured and transitioned to the Elite Fire Module and deployed the Transfer button in the Elite EMS Module.
- Selected 3 EMT- Basics to attend Paramedic school that began in January 2017.
- Selected 3 members to attend Technical Rescue Technician (TRT) Training.
- Implemented the utilization of East Valley Wellness for enhanced firefighter medical exams.
- Promoted 1 Battalion Chief, 2 Captains, and 1 Engineer to replace vacant positions caused by attrition.
- Procured and deployed a 2016 Pierce Quantum Fire Engine.
- Deployed Continuous Positive Airway Pressure (CPAP) and Bi-Level Positive Airway Pressure (BiPAP) to all front line providers.
- Attended the National Fire Academy Trainings for Executive Fire Officer, Community Risk Reduction, and Cultural Competence in Community Risk Reduction.
- Collaborated with the National Fire Protection Agency (NFPA) using SFMD incident data in development of predictive analysis applications.

Dave Montgomery ~ Assistant Chief
25 Years of Dedicated Service

Jack Hafer ~ Captain
29 Years of Dedicated Service

Doug Taylor ~ Captain
25 Years of Dedicated Service

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RESOLUTION 2017-11
SUPERSTITION FIRE AND MEDICAL DISTRICT MEDICAL
ADOPTING THE 2016/2017 ANNUAL REPORT

A RESOLUTION OF THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT, FULLY ADOPTING THE 2016/2017 SFMD ANNUAL REPORT.

WHEREAS, the Board acknowledges the importance of receiving an Annual Report each Fiscal Year to recognize the accomplishments and determine key initiatives for the next fiscal year; and

WHEREAS, the Annual Report continually has linkage to the SFMD Operational Plan, and the SFMD Strategic Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT AS FOLLOWS:

That the Superstition Fire & Medical District Board of Directors fully adopts the 2016/2017 SFMD Annual Report.

PASSED AND ADOPTED THIS EIGHTEENTH DAY OF OCTOBER, 2017 BY THE CHAIRMAN AND GOVERNING BOARD OF DIRECTORS OF THE SUPERSTITION FIRE & MEDICAL DISTRICT.

Jeff Cross, Board Chairman	*Gene Gehrt, Board Clerk*
Jason Moeller, Board Director	*Larry Strand, Board Director*
Todd House, Board Director	

Governing Board Meeting – October 18, 2017
Agenda Item: 6
BOD#: 2017-10-05

Agenda Item Title:
Discussion and possible approval of amending Volume I: Administrative Policy, Policy 102.16, subsection Sick Leave Caps and Payouts, Items D and E.

Submitted By:
Interim Fire Chief Mike Farber

Background/Discussion:
Effective July 1, 2014, the District amended its Sick Leave Caps and Payouts policy to reflect current parameters as follows:

Sick Leave Caps and Payouts

D. *As of the employee's official retirement date, for employees whose accrued total sick leave is below the cap (1,460 hours for 56-hour and 1,040 hours for 40-hour employees), the employee will be paid at 50% of the individual's accrued total sick leave hours, with the employee's hourly rate being calculated as the average hourly rate for the five years preceding the employee's approved (official) retirement date.*

E. *As of the employee's official retirement date, for employees whose accrued total sick leave is equal to or above the cap (1,460 hours for 56-hour and 1,040 hours for 40-hour employees), the employee will be paid at 60% of the individual's accrued total sick leave hours, with the employee's hourly rate being calculated as the average hourly rate for the five years preceding the employee's approved (official) retirement date.*

F. *Retirement is defined as retiring from PSPRS or ASRS.*

G. *No accrued sick leave will be paid upon resignation or termination.*

Prior to July 1, 2014, the District policy was to pay out accrued sick leave at 100% of the total sick leave hours upon retirement, with the hourly rate calculated at the employee's current hourly rate upon retirement.

Based on the following mitigating information, Staff is recommending amending Items D and E as explained below:

1. The belief the "value" of accrued sick leave has decreased significantly due to the change.
2. The effective cost savings of paying out accrued sick leave hours through an annual or retirement Earned Leave Buy Out (ELBO) versus having an employee use their sick leave through normal payroll, the potential cost of corresponding backfill overtime, and associated PSPRS costs.

If you take into consideration the fact that the District does not pay pension or worker's compensation cost on ELBO payments, the potential "savings" of an employee working instead of calling in sick is significant.

Scenario 1. Employee calls in sick but there is sufficient leave pool resources so no overtime is needed to backfill. The comparison is to the "sick" hours not taken eventually being paid out through an ELBO payment.

	Average of All Ranks - Paramedic	
	Sick Pay	ELBO
Wages (24 Hrs)	$ 858.66	$ 858.66
PSPRS (25.88%)	$ 228.12	$ -
WC (2.3488%)	$ 20.17	$ -
	$ 1,106.95	$ 858.66
Savings $		$ (248.29)
Savings %		28.9%

Scenario 2. Employee calls in sick and overtime is needed to backfill. The comparison is to the "sick" hours not taken eventually being paid out through an ELBO payment.

	Average of All Ranks - Paramedic	
	Sick Pay	ELBO
Wages (24 Hrs)	$ 858.66	$ 858.66
OT (24 Hrs) except BC	$ 1,118.94	$ -
PSPRS (25.88%)	$ 526.56	$ -
WC (2.3488%)	$ 46.45	$ -
	2,550.61	858.66
Savings $		$ (1,691.95)
Savings %		197.0%

The savings related to increasing the perceived value of accrued sick leave payouts is significant if all related cost elements are considered. In addition, while it is not possible to quantify, any increase in morale from the increased "value" of the sick leave benefit and/or reducing the need for compromised staffing to prevent overtime, would only be additional benefits.

Staff is recommending amending Items D and E of the District's Sick Leave Caps and Payout policy as follows:

D. As of the employee's official retirement date, the employee will be paid at 100% of the individual's accrued total sick leave hours, with the employee's hourly rate being calculated at the employee's current hourly rate upon retirement.

E. Eliminated.

All other sections of the Sick Leave Administration policy would remain in effect as stated in the District's Volume 1 Administrative Policy manual.

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Financial Impact:
The impact of lessening sick leave usage is difficult to quantify, both from less overtime expense and improvement of morale. Staff intends to attempt to quantify the "savings" over time and report, if possible, when the information becomes available.

Enclosure(s):
N/A

Recommended Motion:
"Motion to approve amending the District's Volume 1 Administrative Policy, Section 102.16, subsection Sick Leave Caps and Payouts, Items D and E, to reflect the payout of an employee's total accrued sick leave hours upon retirement, with the employee's hourly rate being calculated at the employee's current hourly rate upon retirement."

Governing Board Meeting – October 18, 2017
Agenda Item: 7
BOD#: 2017-10-06

Agenda Item Title:
Discussion and possible approval of Policy 101.03: Smoking and Policy 102.46: Arizona Safe Haven for Newborn Infants brought forth at the September 20, 2017 BOD meeting (BOD #2017-09-17), and presentation of Policy 102.45: Labor Management Relations for final approval at the November 2017 BOD meeting.

Submitted By:
Board Clerk Gene Gehrt

Background/Discussion:
This item comes before the Board for final approval of both Policies 101.03 and 102.46, both policies were presented to the Board at the September 20th meeting give the Board a month to read the policies in their entirety.

Policy 102.45 Labor Management Relations comes before the Board for their approval at the November 2017 Meeting.

Financial Impact:
N/A

Enclosure(s):
Policy 101.03: Smoking

Policy 102.46: Arizona Safe Haven for Newborn Infants

Policy 102.45: Labor Management Relations

Recommended Motion:
"Motion to approve Policy 101.03: Smoking and Policy 102.46: Arizona Safe Haven for Newborn Infants."

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Administrative Policy	Series: 101	Volume I: Administrative Policy	
	101.03: Smoking		
	Effective Date: 2005	Revision Date: September 2017	
	Approved by: Administrative Services		

Purpose

The Superstition Fire & Medical District (SFMD) recognizes it is poor practice to attempt to prohibit employees from partaking in legal activities while off-duty; however we encourage all personnel to adopt a healthy lifestyle which may include abstaining from tobacco products. This policy outlines requirements to prohibit smoking in SFMD buildings, property and vehicles.

Policy

A. Smoking is prohibited in all SFMD facilities, fire stations, district properties, and district vehicles.

B. All workplace areas shall be smoke-free. Smoke-free is defined as: "no tobacco or other plant smoke and freedom from inhaling environmental tobacco smoke (ETS) or passive smoke, including secondhand smoke generated by an active smoker or side stream smoke or fumes from any such burning material, device or ashtray that continues to emit such tobacco smoke or fumes from lighted or extinguished smoking materials."

C. Smoking is prohibited in all conference rooms, meeting rooms, classrooms, lunchrooms, employee lounges, restrooms, and waiting areas, including hallways, and stairways.

D. E-cigarette usage is also prohibited in all district facilities and vehicles.

   a. For the purpose of this policy, an "E" cigarette means:
      1. An electronic cigarette.
      2. An electronic nicotine delivery system (ENDS).
      3. A personal vaporizer.

Enforcement

Employees observing a customer or another employee smoking should politely inform them that the facility is designated "smoke-free" and ask them to step outside. The supervisor in charge should be informed of situations of non-cooperation.

Smoking Cessation

The US Surgeon General has said, "Smoking cessation [stopping smoking] represents the single most important step that smokers can take to enhance the length and quality of their lives."

It's hard to quit smoking, but you can do it. To have the best chance of quitting and staying a non-smoker, you need to know what you're up against, what your options are. Click here for help or call Human Resources for more information.

Board Approval:

_____ _____

Gene Gehrt, Board Clerk Date

BOD #:_____

Administrative Policy	Series: 102	Volume I: Administrative Policy	
	102.46: Arizona Safe Haven for Newborn Infants		
	Effective Date: September 2015	Revision Date: September 2017	
	Approved by: Fire Chief		

Purpose

The Superstition Fire & Medical District (SFMD) is providing procedure that adheres to A.R.S. §13-3623.01 "Safe Haven for Newborn Infants." The procedure will provide a detailed process for the accepting of an unwanted infant or child at any fire district facility.

Definitions

A. A person is not guilty of abuse of a child pursuant to A.R.S. §13-3623.01, subsection B solely for leaving an unharmed newborn infant with a safe haven provider.

B. If a parent or agent of a parent voluntarily delivers the parent's newborn infant to a safe haven provider, the safe haven provider shall take custody of the newborn infant if both of the following are true:

1. The parent did not express an intent to return for the newborn infant.
2. The safe haven provider reasonably believes that the child is a newborn infant.

C. The safe haven provider shall report the receipt of a newborn infant to child protective services of the department of economic security as soon as practicable after taking custody of the newborn infant. Child protective services shall report the number of newborn infants delivered to safe haven providers pursuant to section A.R.S. §8-526.

D. A parent or agent of a parent who leaves a newborn infant with a safe haven provider may remain anonymous, and the safe haven provider shall not require the parent or agent to answer any questions. A safe haven provider shall offer written information about information and referral organizations.

E. A safe haven provider who receives a newborn infant pursuant to this section is not liable for any civil or other damages for any act or omission by the safe haven provider in maintaining custody of the newborn infant, if the safe haven provider acts in good faith without gross negligence.

F. This section does not preclude the prosecution of the person for any offense based on any act not covered by this section.

G. For the purposes of this section:

1. "Newborn infant" means an infant who is seventy-two hours old or younger.
2. "Safe haven provider" means any of the following:

(a) A firefighter who is on duty.

(b) An emergency medical technician who is on duty.

(c) A staff member at a health care institution that is classified by the department of health services pursuant to section A.R.S. §36-405 as a hospital or an outpatient treatment center.

(d) A staff member or volunteer at any of the following that posts a public notice that it is willing to accept a newborn infant pursuant to this section:

(i) A private child welfare agency licensed pursuant to title 8, chapter 5, and article 1

(ii) An adoption agency licensed pursuant to A.R.S. §8-126.

(iii) A church. For the purposes of this item, "church" means a building that is erected or converted for use as a church, where services are regularly convened, that is used primarily for religious worship and schooling and that a reasonable person would conclude is a church by reason of design, signs or architectural or other features.

Policy/Procedure

1. The SFMD employees will accept possession of any infant or child.
2. SFMD personnel will inquire about any medical conditions that the infant or child may have, but any information shared by the parent/agent is voluntary.
3. The appropriate police agency shall be notified and dispatched to the district facility.
4. SFMD personnel will contact the Mesa Alarm Room 480-644-2640 for an incident number and ensure that a fire and rescue unit is assigned.
5. SFMD medical personnel will assess the baby and document as if on any other medical emergency.
6. SFMD personnel will contact the on-duty PIO and BC.
7. SFMD personnel will contact child protective services of the department of economic security.
8. If necessary, SFMD personnel will transport the infant to the nearest appropriate facility.

Documentation

The Patient Care Report will include all the necessary documentation needed.

- Times (specifically the time the baby or child was relinquished).
- Assessment/condition of the infant.
- Medical history (if provided).
- Birthday (if provided).
- Disposition.

Summary

As it pertains to A.R.S. §13-3623.01, the fire station is an approved Safe Haven drop off site. Any person working at the facility may accept the infant under the following conditions:

- The infant must less than 72 hours old
- The infant must show no signs of being physically harmed.
- The parent must indicate they do not plan to return for the infant.
- The infant must be transported immediately to the emergency department.
- SFMD personnel must ask the person relinquishing the baby if they are willing to provide pertinent information.
- Even if a child appears to be more than three days old, follow the same procedure as you would for the newborn infant.

No SFMD employee will turn any infant or child away that is given to a district employee, even if it does not adhere to A.R.S. §13-3623.01.

Board Approval:

_____ _____

Gene Gehrt, Board Clerk Date

BOD #:_____

Administrative Policy	Series: 102	Volume I: Administrative Policy	
	102.45: Labor Management Relation		
	Effective Date: September 2015	Revision Date: September 2015	
	Approved by: Labor Management Team		

Mission

Labor and Management are equally committed to enhancing the SFMD as an organization. The focus of our efforts will be a commitment to quality services for both our internal and external customers.

Purpose

The purpose of this document is to outline the process and guiding philosophies for a healthy and productive SFMD Labor/Management process.

Labor/Management Guiding Philosophy's

Fire service personnel are regarded as some of the most trusted and respected members of society and are justifiably held to a higher standard of performance and conduct. The public trusts our judgment and fully expects that we will communicate and work effectively together to avoid issues or outcomes that could threaten our ability to provide a superior service to our community. History has shown that poor Labor/Management relations are a significant distraction to the fire service mission and have the potential to erode the legacy of first-class service established by our predecessors.

The SFMD has a recent history of positive Labor/Management (LABOR/MANAGEMENT) relations and we are committed to working together to form a more positive and productive fire service organization. Fire District Management and the Executive Board of the SFMD Chapter of Local 2260 are committed to maintaining an open and cooperative relationship and enhancing the quality of services we provide both internally and externally.

Labor/Management Team Activities

The Labor/Management Team has a duty to participate together in the following formal activities for the purpose of planning, policy discussion, procedures development, and the resolution of problems/issues that arise within the organization.

A. Labor/Management Team Meetings

The SFMD Labor/Management Team meets the first Wednesday of each month, and as-needed, to discuss district policies, programs, and strategic planning as well as wages, benefits and working conditions of unionized employees.

Labor/Management meeting minutes will be approved by the fire chief and chapter VP as soon as possible after each meeting and archived on the district's web page. Meeting minutes will attempt to capture mutually agreed upon action items, terms and initiatives.

Additionally, elected labor representatives shall be provided reasonable accommodations by the on-duty BC to attend labor-related activities during duty hours. The fire district will make every reasonable effort to approve release-time for union representatives where doing so will not adversely impact emergency operations. Examples of appropriate release activities might include: Labor/Management meetings, chapter meetings, committee meetings, employee representation, fire board meetings, etc.

A. Committees and Teams

The district utilizes teams and committees to facilitate and guide the development of policies, procedures, and programs within the organization. We agree that Labor representation on all teams and committees dealing with issues that impact unionized members of the district is both vital and necessary.

B. Personnel Management

Labor and Management work together when an employee requests union representation during disciplinary actions involving members of the labor organization.

Principles & Values

Labor and Management mutually agree that ethical behavior is the foundation of our relationship. We expect that our relationship will be a model for future Fire Chief's and local union officials to emulate. The following core values will serve as the basis for a successful SFMD Labor/Management relationship.

We agree on the following principles:

I. We value a Professional, Honorable and Respectful relationship.

II. Labor and Management must communicate regularly, deal with each other directly, and resolve issues together when they are small.

III. The long-term Labor/Management relationship is more important to the mission than any single outcome.

IV. It is an industry expectation that our service and communications should be driven by pragmatic solution strategies, not ideologies.

V. Labor and Management will embrace and promote the issue of trust…trust in the "process" and trust among participants.

VI. Honesty is the hallmark of our efforts. We agree to work together in an open manner that discloses to all parties the information and perspective we each need to know.

VII. There must be integrity in our efforts to preclude destructive behaviors such as self-interest, self-protection, self-deception and self-righteousness from entering our work together.

VIII. We will work to keep our commitments to each other and thus our trust in each other from being diminished. Any inability to keep our promises may become a priority issue for resolution to preserve our trusting relationship. If an agreement cannot be kept, communication between the parties is essential.

IX. Members of Labor and Management are encouraged to communicate and collaborate regularly to further district initiatives. All parties are expected to make reasonable accommodations to meet and work together as needed.

X. Labor and Management are expected to act with cognizance of both legal and moral liability.

XI. There may be occasions where Labor and Management disagree with the direction and/or course of action to be taken. When management decides on a plan that conflicts with the labor's position, it shall not be represented as a labor/management decision.

XII. It is understood that Management must make decisions to run the organization effectively, to assign members, to distribute and redistribute work, to enforce policies and rules, to respond to misconduct, dishonesty and criminal behavior, and to ensure employees meet the goals and expectations of the organization.

XIII. We mutually agree that our interactions be characterized by respect. Respect is offered not as a payment for respect received but rather for the expectation we have of our own conduct.

XIV. We acknowledge that we each have a responsibility to carry out our individual roles. We will seek to understand each other's roles to ensure we know what duty each is responsible to fulfill. We expect personal accountability of conduct, characterized by self-control and a constant pursuit of excellence.

XV. Our interactions will seek justice and equity in our dealings. We support that effective measures be taken to prevent and address violations of our common philosophy. We also acknowledge that in some cases, open and visible dealings are necessary to conduct business that is perceived to be, and actually is, fair.

XVI. We agree that all employees, regardless of rank or tenure, deserve the fundamental right to advocacy if they are being investigated and/or disciplined. Appropriate discipline must occur for just cause; it should be implemented via due process, and the discipline should be lawful, consistent, and appropriate to the incident. A progressive disciplinary process is critical to correcting negative behavior and performance, as well as returning the employee to a productive state of employment.

XVII. Management values and appreciates the role Labor plays in assuring fair and reasonable employee actions occur in the disciplinary process.

XVIII. Labor representation should be encouraged anytime an employee may be subject to discipline. Labor representation should not disrupt the employer-employee relationship, communications between supervisors and subordinates, or be disruptive to the disciplinary process.

XIX. We mutually commit that our concern for each other is a primary impetus for the formation of this document. Fire Chiefs and Fire Fighters equally care about the safety and well-being of our members, as well as the welfare of the community and the excellence of departmental operations. The assumption that Labor/Management concerns are only based upon self-interest is not recognized by the philosophies and principles described herein.

XX. We agree that we should continuously endeavor to make the fire service better for our citizens, customers, and the professionals who participate in the delivery of our services.

XXI. We recognize that in our profession, our service must be provided unconditionally. We all have a moral obligation to our citizenry. Pursuits of organizing, establishment of, or expansion of, Labor rights and participation in the political process, must never interrupt emergency services or impede the organization's ability to respond.

Summary

We recognize that most employee-employer problems happen in communities where Labor and Management do not respect one another or recognize each other's importance and roles; where they are not employing any form of relational process to work collectively on challenges; and where they fail to maintain open lines of communications.

The SFMD Labor/Management Team is committed to enhancing our organization and to the provision of high-quality service to both our internal and external customers. To that end, we adopted these processes, guiding philosophies and core values to encourage and support a healthy and productive organization and Labor/Management relationship.

Board Approval:

_____ _____

Gene Gehrt, Board Clerk Date

BOD #:_____

Governing Board Meeting – October 18, 2017
Agenda Item: 8
BOD#: 2017-10-07

Agenda Item Title:
Discussion and possible approval of an increase in the fee for security access cards for the Fitness Center located at 3945 E. Superstition Blvd., AJ, 85119.

Submitted By:
Interim Fire Chief Mike Farber

Background/Discussion:
For the past few years, the District has not been charging public safety officers for security access cards needed to gain access to the Fitness Center located at 3945 E. Superstition Blvd, AJ, 85119. The reason for not charging a fee is that the District received a volume of cards included in the price of the new security system installed in May 2015 at the Regional Training Center. However, these "free" security cards are all gone, and the District has had to purchase additional security cards.

In order to recover the cost of the new security cards, and related programming necessary to allow access to the Fitness Center, Staff is recommending assessing a $10.00 non-refundable fee for the initial access card, and $5.00 for any replacement access card should someone lose their original card.

This fee would apply to members of the Apache Junction Police Department, and other like public safety agencies that have been given access to the District's Fitness Center.

Financial Impact:
Cost neutral

Enclosure(s):
N/A

Recommended Motion:
"Motion to approve amending the District's fee schedule to include a $10.00 non-refundable fee for a security access card needed to gain access to the District's Fitness Center."

Go to Item 9

Go to Agenda

Governing Board Meeting – October 18, 2017
Agenda Item: 9
BOD#: 2017-10-08

Agenda Item Title:
New Business / Future Agenda Items

Submitted By:
Board of Directors

Background/Discussion:
This item is used as a placeholder to discuss New Business / Future Agenda Items, the Board may want on a future agenda.

Financial Impact:
N/A

Enclosure(s):
N/A

Recommended Motion:
N/A

Go to Item 10

Go to Agenda

Governing Board Meeting – October 18, 2017
Agenda Item: 10
BOD#: 2017-10-09

Agenda Item Title:
Reports

Background / Discussion:
This item is for the fire chief and his staff 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.

Governing Board Meeting – October 18, 2017
Agenda Item: 11
BOD#: 2017-10-n/a

Agenda Item Title:
Announcements

Background / Discussion:
The BOD and staff may share and discuss items to be placed on future BOD agendas.

Governing Board Meeting – October 18, 2017
Agenda Item: 12
BOD#: 2017-10-10

Agenda Item Title:
Adjournment

Recommended Motion:
"Motion to adjourn the Board meeting."

Appendix A

A. **Board Meeting Minutes from September 20, 2017**

Submitted By:
Board Clerk Gene Gehrt
Board Secretary Jasmin Jones

Background / Discussion:
The board meeting minutes of the previous meeting(s) are provided for the BOD to approve. 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

Enclosure(s):
September 20, 2017 Board Meeting Minutes

Superstition Fire & Medical District

Phone (480) 982-4440 ~ www.sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

Governing Board Meeting Minutes
September 20, 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, SEPTEMBER 20, 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 PM.

A. Call to Order
Chairman Cross called the meeting to order at 5:30 PM.

B. Pledge of Allegiance
Pledge of Allegiance was led by Chairman Cross.

C. Roll Call
Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Jason Moeller, and Director Larry Strand as present.

Senior Leadership Team in attendance: Interim Fire Chief Mike Farber, Acting Assistant Chief Richard Ochs, Finance Director Roger Wood, and Acting Administrative Director Anna Butel.

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

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1. Review and approval of August 2017 financial reports and bank reconciliations. (BOD #2017-09-07)

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

Vote 5 ayes, 0 nays. **MOTION PASSED.**

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2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2017-09-08) – Addendum A

Interim Fire Chief Mike Farber introduced newly promoted SFMD members, Captain/Paramedic John Walka and Engineer Bryan Heun – their families were also introduced for the traditional badge pinning ceremony.

Acting Assistant Chief Ochs read the list of September Service Awards (none were present) – Captain/Paramedic Mike Paul (25 years of service), Captain/Paramedic Craig Halver (15 years of service), Engineer/Paramedic Jim Crowley (15 years of service), and Engineer Aaron McDonald (15 years of service).

Chief Ochs read the list of September Anniversaries – Interim Fire Chief Mike Farber (32 years of service), Acting Assistant Chief Richard Ochs (26 years of service), Acting Assistant Chief Richard Mooney (19 years of service), Engineer Kevin 'Shorty' Johnston (19 years of service), Engineer Jose Sepulveda (19 years of service), Firefighter Nat Erickson (19 years of service), Engineer John Taylor (17 years of service), Captain/Paramedic Ruben Briones (12 years of service), Captain/Paramedic Tanner Fox (12 years of service), Engineer Rob

McMinn (12 years of service), Firefighter/Paramedic Randy VandeKrol (12 years of service), Captain/Paramedic Dustin Farber (11 years of service), Firefighter/Paramedic Eric Ellsworth (11 years of service), and Firefighter/Paramedic Ken Simkins (11 years of service).

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3. Call to the Public. (BOD #2017-09-n/a)

Charlie Fox (address redacted)
"Mr. Chairman and Board, I was going to say something about the MOU, but I will not. I have done some consulting, and also we have other commitments, so we won't be able to stay for the full meeting, but I have nothing to say as far as the agenda, thank you."

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4. Consideration and possible approval of all consent agenda items listed below: (BOD #2017-09-09)

A. Board Meeting Minutes from August 16, 2017
B. Special Board Meeting Minutes from September 6, 2017
C. Contract with the PrePlanners, LLC
D. EMS Standby Agreement – Heritage Days
E. EMS Standby Agreement – Gold Canyon Arts Festival

Motion by Director Strand to approve consent agenda items for September 20, 2017. **Seconded** by Director Moeller.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

Chairman Cross stated Item 6 would go before Item 5 and Item 7 was pulled from the agenda.

7. Discussion and possible approval of the Medical Emergencies and Rescue Mutual-Aid Agreement between Superstition Fire & Medical District and Rural Metro Fire Department and rate schedule for services. (BOD #2017-09-12)

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6. Presentation and update by Dr. Gary Smith regarding the conclusion of the Community Medicine Grant. (BOD #2017-09-11) – Addendum B

Dr. Gary Smith gave a brief overview of the Community Medicine Grant that Superstition Fire & Medical District participated in from January 2015 through June 2017. Key points discussed were:

Partners

- Mesa Fire & Medical Department
- Queen Creek Fire & Medical
- Superstition Fire & Medical
- AT Still University
- Mountain Vista Medical Center

Model

- Emergency Department Diversion (9-1-1 response)
  - Community Medicine Units
  - Community Behavioral Units
- Transitional Care / Hospital Readmission
- Super-utilizer / 9-1-1 Diversion

Financial Impact

- $14,074,019 (total cost avoidance)
  - $4,137,315 total savings (savings minus expenditures)
- 1,686 Medicare patients
  - Cost Avoidance $1,755/patient. Total $2,958,684
- 3,525 Medicaid patients
  - Cost avoidance $1,762 per patient. Total $6,211,015
- 2,452 commercial insured or self-pay patients
  - Cost avoidance $2,000/patient. Total $4,904,320

Challenges / Barriers

- Separate tax identification number needed
- CMS compensates for transports
- Medicaid reimburses for Treat & Refer only
- Organizational support of alternative health care delivery model

Opportunities

- Evaluate alternative health care delivery models
- Enhance behavioral health services through transitional care models
- Engagement with Accountable Care Organizations (ACO)
- Partnerships with health care systems
- Commercial insurance contract for chronic care management
- Hospice services augmentation
- Online medical direction for pre-hospital providers

Dr. Smith fielded questions and comments from the Board:

Chairman Cross
"The only question I would have would be, is the biggest barrier the billable codes to be able to get reimbursed through the personnel in the field?"

Dr. Smith stated there are different staffing models in the fire service, including not staffing transportation services with sworn personnel, which is a cost savings. He went on to explain the different types of obstacles other local municipalities ran into, including not having a separate tax identification number, and not applying to bill through Medicare and Medicaid. Fire Districts, such as the SFMD are different because they are a separate entity from the City and are able to acquire separate tax identification numbers, etc. Dr. Smith stated that this can be cost sustainable, to the point of making a profit. However, the fire service is not in the business to make a profit, just break even.

Clerk Gehrt
"As our medical director, where would you like to see us going?"

Dr. Smith answered the question by stating a lot of it has to do with the labor force and having them accept and engaged with the different models.

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5. Discussion and possible approval of FirstRespondersRX 30-Day Pilot Program. (BOD #2017-09-10)

Acting Assistant Chief Richard Ochs introduced this item to the Board stating this pilot program was similar to previous program approved by the Board in March of 2017 (BOD #2017-03-04).

David from FirstRespondersRX addressed the Board stating that the Proof of Concept provided was for a 30-day pilot program. This program much like the previous one, Firefighter Ryan Elowe will shadow his peers and utilize the Medication History application via a stand-alone application, to compare response times and data

using the system versus the time spent collecting medication history and entering the data manually. During this pilot program there is also a savings calculator to help put a finer point on the savings that can be realized by departments through the use of the application.

Motion by Director Strand to approve the 30-day Pilot Program with First RespondersRX that will run from September 15, 2017 through October 15, 2017 and will allow Firefighter Ryan Elowe to utilize the savings calculator to capture data points throughout our District. **Seconded** by Director House.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

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8. Update and discussion regarding the Auto-Aid Agreement and system. (BOD #2017-09-13)

Interim Fire Chief Mike Farber gave a brief update to the Board regarding the recent changes and happenings surrounding the Auto-Aid Agreement for valley-wide departments. Chief Farber stated more information would be brought to the Board in future months. He went on to explain, Matt Busby, Assistant City Manager, will be attending a meeting in Chandler with Chief Farber later this month to discuss the Auto-Aid Agreement with other east valley agencies.

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9. Discussion and update regarding the most recent JPA/Merger/Consolidation Committee meeting and possible motion regarding the Arizona Fire Medical Authority (AFMA) request. (BOD #2017-09-14) – Addendum C

Interim Fire Chief Mike Farber stated the committee's discussions have shifted away from Arizona Fire Medical Authority (AFMA), the committee is focusing on researching other agencies. He went on to explain that AFMA sent a letter to the Board requesting a letter to move forward with the intent of our District to join AFMA. Chief Farber stated he did speak to representatives for AFMA explaining the District is exploring several options. The SFMD has provided data to AFMA – with no data in exchange from their Board in return on the benefits of joining.

Chief Farber fielded questions and comments from the Board.

Director Strand, inquired what Chief Farber's recommendation is on the subject. Chief Farber replied by stating that Staff has worked diligently and spent hours providing AFMA information. He went on to say he does not want to spend any more Staff time if we aren't receiving data in return. The District is in a good position and we should move on and look at other opportunities.

Director House
"It seems like the original intent of this board was to look at all possibilities for the future of Superstition Fire & Medical District. All possible ways that we could help improve with purchases or mergers, just to look at the possibility. Unfortunately, the information with AFMA, the way it is leaning right now is, I personally feel that the Superstition Fire & Medical District is getting pressured into getting into some kind of agreement way before we need to do anything like that. We started off with them, it may not have been the best place to start off with. They have done one acquisition, but they are working on others. I think I would like to look at some of the fire districts that have already merged, like years, a couple of years ago. Find out how they did it and what are the repercussions from that merger, if we want to look at just that part of it. We want to explore all possibilities. Look around to see what else is happening, I feel fortunate that I agree with the Chief, we have put in a lot of Staff time a lot of effort into it. It is kind of a one way pipe at this time, we aren't getting a whole lot of information back. I think that we still would explore the possibility, I think that everybody is open to exploring all the tools in the tool box. It seems to me that they are trying to press us, to make a decision that we are not in a position that we have to do here. We are still exploring all sorts of different possibilities. Do we want to get into a general purchasing agreement, so I think that it is kind of rushed if you ask me. I feel like we should just back off a little bit and take a look at some of the other places that have done mergers and see what their response is and what happens with mergers and report back to the Board with that."

Director Moeller
"I feel the same way, I spoke to Chief and Mr. House, there is no need to rush into it and make the decision without any information, they have given us next to nothing, as far as information. So with that I don't think we should go forward with any letter of intent. We need to hold off until we look into a lot more numbers and talk to other departments and their other department's board of directors and pick their brains on stuff."

Clerk Gehrt
"My two cents is that was the intent of the committee in the first place and I think you guys are right on, this was moving too fast. Maybe it is the right answer, but it is way too fast.

Motion by Director House to direct staff to draft a letter addressed to the Arizona Fire Medical Authority (AFMA) stating that the Superstition Fire & Medical District would not be processing their request for extensive information at this time, also stating the JPA/Merger/Consolidation committee is researching alternate avenues regarding JPA's mergers, and consolidations before any decisions will be made. **Seconded** by Clerk Gehrt.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

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10. Discussion, presentation, and possible approval of the 2017/2018 Operational Plan and possible adoption of Resolution 2017-08, formally adopting the 2017/2018 Operational Plan. (BOD #2017-09-15) – Addendum D

Acting Administrative Director Anna Butel introduced this item to the Board. She stated that the 2017/2018 Operational Plan outlines the initiatives for the next year and is a living document that can be modified throughout the year. She went on to say the service enhancements are aligned with budgeted items and planned expenditures.

Key Points discussed:

Categories of the Plan

- Organizational Development
- Community Health Safety & Survival
- Professional Development
- Employee Safety, Health, and Survival

Layout

- Service Enhancements – the goal or objective
- Strategic Initiatives – the necessary steps
- Desired Outcomes – the success measurement

The Board thanked Staff for all of their hard work on the Operational Plan, they all agreed it is a simple document to read and the tasks are achievable and understandable.

Motion by Director Strand to approve the Fiscal Year 2017/2018 Operational Plan and to adopt Resolution 2017-08 fully adopting the 2017/2018 Operational Report. **Seconded** by Director Moeller.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

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11. Discussion and update regarding the pay out of the Public Safety Personnel Retirement System (PSPRS) refund payments related to the Hall case. (BOD #2017-09-16)

Finance Director Roger Wood introduced this item to the Board. He stated that on August 4, 2017 the District paid out the lump sum refunds to the affected sworn employees in the total amount of $895,391.56 The District started withholding its normal per pay period contributions to PSPRS starting with the July 14th payroll

to recover the lump sum payment amount. The District's remaining balance to recover is $430,467.97. He went on to say that at the current pace, the total amount of the initial lump sum payments should be recovered as of the November 17th payroll.

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12. Discussion regarding Policy 101.03 Smoking and Policy 102.46 Arizona Safe Haven for Newborn Infants brought forth to the Board to be approved at the October 18, 2017 meeting as stated at the August 16, 2017 meeting – BOD #2017-08-11. (BOD #2017-09-17)

Clerk Gehrt reminded the Board that at the August BOD meeting, the Board requested to begin formally approving policies that have already gone through the approval process. The Board agreed to have policies added to the monthly agendas and will have a month to study/research them. These policies will then be put in the next month's agenda for approval. He stated as a for instance, Policy 101.03 and Policy 102.46 will be added to the October 18, 2017 agenda for final approval.

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13. Discussion and possible direction to staff regarding Policy 102.16 Earned Leaves and Policy 102.34 Separation of Service, as it pertains to reduction of workforce. (BOD #2017-09-18)

Chairman Cross introduced this item to the Board, he explained he requested this to be added to the agenda so the Board can give direction to Staff to research the market on standard practices for both policies.

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14. Discussion and possible approval of a Memorandum of Understanding (MOU) between Superstition Fire & Medical District and Superstition Fire & Medical District Firefighters Chapter of Local 2260 and adoption of Resolution 2017-09. (BOD #2017-09-19) – Addendum E

Superstition Firefighters Labor VP John Walka presented this item to the Board (Addendum E).

Summary of items discussed:

- Collaborative effort of Management and Labor
- Duration September 2017 – June 2018
- Covers all Unit Members
- Provides representation for all employees, civilian and sworn
- Affirms and strengthens the Rights of Management
- Affirms Labor and Managements right to Meet and Confer on issues of wages, benefits, and working conditions
- No increase to organizational costs
- No increase/escalators to wages and/or benefits
- Streamlines and creates efficiencies within the Labor/Management process
- Reflects current policy
- Reduction in Workforce and Recall/Re-employment
- Saving Clause
- Re-opens if financial deterioration causes service changes
- In accordance with federal and state statutes
- Clarification and amendments
- Modifications require Board approval
- District shall not be required to meet and confer concerning any matter, whether covered or not covered
- Shall remain in full effect from September 2017 to June 2018, unless an intervening financial crisis should occur.

Mr. Walka fielded questions and comments from the Board and Senior Staff:

Director Strand
"John, Captain John, thank you and Chief Farber for all you have done, it has been on the table a long time. It is nice to see it finally."

Interim Fire Chief Mike Farber
"I would like to add that this collaborative process took a lot of work for the past six months and a lot of people had come together, and I think that any healthy organization it is essential that there is a labor management relationship and this goes a long way to building our stronger relationship and labor management. So, I have no concerns from a management perspective, it actually gives management a little, it clarifies our rights and that is always nice to see. It clarifies the rights of labor, so there is no ambiguity. I think it is a very good written document, so I have no concerns as an Interim Fire Chief."

Director House
"If you are having an issue with reduction of work force in the MOU, we couldn't pass this tonight because we haven't ironed that out yet, right?"

Mr. Walka clarified that the information regarding civilians and the reduction of workforce was pulled out of the MOU as it stands and it mirrors policy right now. He went on to say the 100% buy out was also pulled out to mirror policy.

Director House
"I know we have been working on this since 2009, for some reference. I was on the Board for a couple of years, when that happened, so it has been a while and it is way past due coming. I agree with a standing MOU at the fire district, that will be an attraction for new employees to come our direction because that standing is a very important issue with labor, it is a very important issue with management. So, I haven't got to the place that it made a big difference with employment, we aren't at that point."

Motion by Chairman Cross to approve the Memorandum of Understanding between Superstition Fire & Medical District and Superstition Fire Medical Firefighters Chapter Local 2260, to approve Resolution 2017-09 to go into effect September 20, 2017 through June 30, 2018. **Seconded** by Director House.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

---

15. Executive Session for Legal Advice. The Board may vote to go into executive session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with an attorney for the District as related to a personnel matter that was handled by Acting Assistant Chief Richard Ochs as Interim Fire Chief Mike Farber removed himself from the chain-of-command on this matter. (BOD #2017-09-20)

17. Executive Session for Legal Advice. The Board may vote to go into executive session pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with an attorney for the District as related to FLSA and the District's exempt employees. (BOD #2017-09-22)

Motion by Director House to go into Executive Session at 6:50 PM pursuant to ARS §38-431.03(A)(3) for discussion or consultation for legal advice with an attorney for the District as related to a personnel matter that was handled by Acting Assistant Chief Richard Ochs as Interim Fire Chief Mike Farber removed himself from the chain-of-command and for legal advice with an attorney for the District as related to FLSA and the District's exempt employees. **Seconded** by both Director Moeller and Clerk Gehrt.

Vote 4 ayes (Cross, Gehrt, House, Moeller), 1 nay (Strand). **MOTION PASSED.**

****Regular Session back in session at 7:20 PM. Chairman Cross reminded everyone that all items discussed during Executive Session are confidential during and up to regular session.****

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16. Review, discussion, and possible action regarding Acting Assistant Chief Ochs' handling of a personnel matter. (BOD #2017-09-21)

Legal Counsel Donna Aversa stated that all that needs to be done with this item is administrative follow up and does not require any Board action.

---

18. Review, discussion, and possible action regarding FLSA and the District's exempt employees. (BOD #2017-09-23)

Legal Counsel Donna Aversa stated this matter was brought forward via a complaint questioning if the District's Battalion Chiefs are properly classified as exempt employees under FLSA. The District did its due diligence hiring an outside investigator, fairly factual and provided legal background and research. The District is a professional, paid department and does 'stack-up' with departments and districts with similar size, classifying Battalion Chiefs correctly – as exempt employees. Between the case law, the Department of Labor, and have reached out to the City of Mesa for additional clarification.

Motion by Clerk Gehrt to confirm that the SFMD Battalion Chiefs are and remain exempt employees under FLSA. **Seconded** by Director House.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

---

19. Future agenda items brought forth by the Board. (BOD #2017-09-24)

N/A

---

20. Reports (BOD #2017-09-25) – Addendum F

Interim Fire Chief

- Captain Doug Taylor's Retirement Celebration
- Mayor's Breakfast – September 6, 2017
- Apache Junction Town Hall
- Special Board Meeting – September 27, 2017
- Behavioral Intelligence Class – September 28, 2017

Operations

- Wildland Update
  - Wesfir, OR – August 12th – August 30th.
    - Bryan Heun
    - Jeremy Rocha
    - Mike Wolfe
    - Ryan Philips
  - Baker City, OR – August 23rd – September 9th
    - Dustin Farber
    - Mark Blackstone
    - Mark Widick
  - Redding, CA – September 3rd – September 20th
    - Bill Tavares
    - Mike Wolfe
    - Jim Crowley
    - Ryan Philips
- New Hires

    - Academy begins October 2nd
    - Dustin Farber will serve as the Recruit Training Officer
- Water Rescue
- Blue Card Training Class – August 29th – August 31st
- Organizational Re-Bid – October 2nd
- EMS Training – Chart Review
- August Operations Reports
    - Call Times
    - Incident Type
    - Transportation Division Compliance
    - Transportation Services Call Type
    - Transportation Revenue

---

21. Announcements (BOD #2017-09-n/a)

Finance Director Roger Wood stated that the rate adjustment submitted to AZDHS is moving along in the process.

---

22. Adjourn (BOD #2017-09-26)

Motion by Director Strand at 7:39 PM to adjourn the meeting. **Seconded** by Director House.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

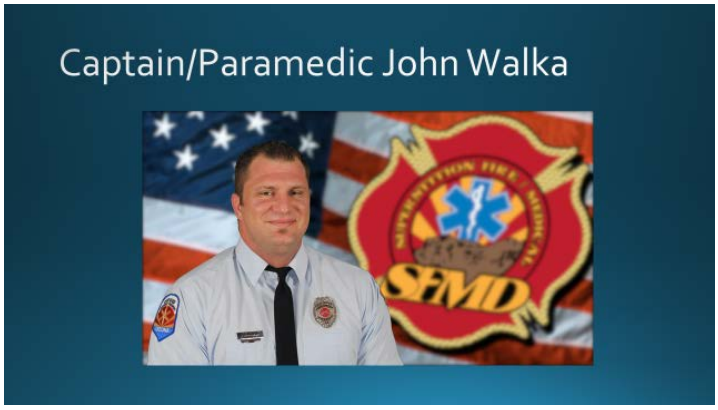
Governing Board Approval:

_____

Gene Gehrt, Board Clerk

Jasmin Jones

Addendum A


Captain/Paramedic John Walka

Engineer Bryan Heun

25 Years of Service
Captain / Paramedic Mike Paul

15 Years of Service
Captain / Paramedic Craig Halver
Engineer / Paramedic Jim Crowley
Engineer Aaron McDonald

September Service Anniversaries
Interim Fire Chief Mike Farber
32 Years of Services
Acting Assistant Chief Richard Ochs
26 Years of Service

September Service Anniversaries
Acting Assistant Chief Richard Mooney
19 Years of Services
Engineer Kevin "Shorty" Johnston
19 Years of Service
Engineer Jose Sepulveda
19 Years of Service
Firefighter Nat Erickson
19 Years of Service

September Service Anniversaries
Engineer John Taylor
17 Years of Services
Captain / Paramedic Ruben Briones
12 Years of Service
Captain / Paramedic Tanner Fox
12 Years of Service
Engineer Rob McMinn
12 Years of Service

September Service Anniversaries
Firefighter / Paramedic Randy VandeKrol
12 Years of Services
Captain / Paramedic Dustin Farber
11 Years of Service
Firefighter / Paramedic Eric Ellsworth
11 Years of Service
Firefighter / Paramedic Ken Simkins
11 Years of Service

Addendum B

CMS INNOVATION GRANT UPDATE
JANUARY 2015 THROUGH JUNE 2017

Partners

- Mesa Fire & Medical Department
- Queen Creek Fire & Medical Department
- Superstition Fire & Medical District
- AT Still University
- Mountain Vista Medical Center

Model

- Emergency Department Diversion (911 response)
  - Community Medicine Units
  - Community Behavioral Units
- Transitional Care/Hospital Readmission
- Superutilizer/911 Diversion

Financial Impact

- $14,074,019 (total cost avoidance)
  - $4,137,315 total savings (savings minus expenditures)
- 1,686 Medicare patients
  - Cost avoidance $1,755/patient. Total $2,958,684
- 3,525 Medicaid patients
  - Cost avoidance $1,762 per patient. Total $6,211,015
- 2,452 commercial insured or self-pay patients
  - Cost avoidance $2,000/patient. Total $4,904,320

Challenges/Barriers

- Tax ID number needed
- CMS compensates for transports
- Medicaid reimburses for Treat & Refer only
- Organizational support of alternative health care delivery models

Opportunities

- Evaluate alternative health care delivery models
- Enhance behavioral health services through transitional care models
- Engagement with Accountable Care Organizations (ACO)
- Partnerships with health care systems
- Commercial insurance contracts for chronic care management
- Hospice services augmentation
- Online medical direction for all pre-hospital providers

Addendum C

ARIZONA FIRE & MEDICAL AUTHORITY

Protecting life and property and enhancing the well-being of all those we serve

The Authority proudly serves the communities of:

Coldwater Ranch
•
Corte Bella
•
Cross River
•
Dos Rios
•
Marisol Ranch
•
Pinnacle Peak County Island
•
Rancho Cabrillo
•
Rancho Silverado
•
Rio Sierra
•
Sun City West
•
Sundero
•
Sun Lakes
•
Wittmann

And other areas of Maricopa County

September 5, 2017

Jeff Cross, Board Chairman
Superstition Fire & Medical District
565 N. Idaho Road
Apache Junction, AZ 85119

Dear Chairman Cross,

Over the past month, the staff at Arizona Fire & Medical Authority (AFMA) has been communicating with Superstition Fire & Medical District (SFMD) Fire Chief, Mike Farber, and local labor leader, John Walka, concerning potential partnership opportunities. On behalf of AFMA Board of Directors, I would propose that we formalize the process of determining whether a partnership between SFMD and AFMA would best serve the interests of our respective organizations and the communities we serve.

It is our understanding that SFMD has established a committee to identify and assess the viability of potential partnerships. As a Joint Powers Authority (JPA) formed pursuant to Arizona Revised Statutes §48-805.01, AFMA is seeking opportunities for strategic partnerships which result in the delivery of the highest quality services for our citizenry, fiscal responsibility and a competitive wage and benefit package for our personnel.

AFMA is a regional, non-contiguous JPA which serves a number of communities in both the East and West Valley. It is our experience that the principal benefits of a regional system are reduced costs, increased effectiveness, and an enhanced depth of resources. Through the consolidation of resources, streamlining of overhead and a partnering in a regional protection system, all parties benefit. Determining whether SFMD and AFMA would see those benefits materialize is the purpose of this letter.

AFMA is proposing to proceed with a formal analysis of a partnership with SFMD which would determine whether joining AFMA would be in our combined best interest. The evaluation would be an objective, cost-benefit study to determine the feasibility of a partnering opportunity. The comprehensive examination conducted would include an assessment of the relevant financial, organizational and governance factors necessary to determine the likelihood of a "win-win" scenario for both SFMD and AFMA.

AFMA would conduct the analysis and provide SFMD with the results in a proposal format for the SFMD Board of Directors and staff's consideration. AFMA anticipates the study would require approximately 60 days to complete. Before we proceed beyond the preliminary analysis work currently underway, I'd request an affirmative expression of interest from SFMD Board of Directors.

18818 N. Spanish Garden Drive, Sun City West, AZ 85375 • P (623) 544-5400 • F (623) 544-5455 • www.afma.az.gov

In closing, AFMA seeks to partner with high quality fire and EMS providers in order to leverage our combined resources for the benefit of our citizens and personnel. Enclosed with this communication, I have provided information concerning AFMA and the success we have achieved in developing partnerships in a regional fire and EMS delivery system. We look forward to your response.

Respectfully,

G. David Wilson, Board Chairman
Arizona Fire & Medical Authority

Enclosure

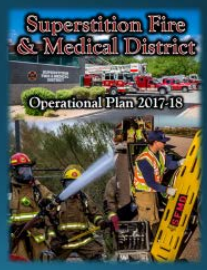
cc: Gene Gehrt, Board Clerk
Todd House, Board Member
Jason Moeller, Board Member
Larry Strand, Board Member
Mike Farber, Fire Chief
AFMA Governing Board Members

ARIZONA FIRE & MEDICAL AUTHORITY
18818 N. Spanish Garden Drive, Sun City West, AZ 85375 • P (623) 544-5400 • F (623) 544-5455 • www.afma.az.gov

Addendum D

2017/2018 Operational Plan

- Outlines the initiatives for the next year
- A living document – can be modified throughout the year
- There are Initiatives from every department – everyone in the organization contributes
- Service Enhancements are aligned with Budgeted Items and planned expenditures



Plan Creation

- Categories of the Plan
  - Organizational Development
  - Community Health Safety & Survival
  - Professional Development
  - Employee Safety, Health, and Survival
- Layout
  - Service Enhancements – the goal or objective
  - Strategic Initiatives – the necessary steps
  - Desired Outcomes – the success measurement

Addendum E

SUPERSTITION FIREFIGHTERS

- The Labor/Management Relationship
- Interest Based Bargaining
- Meet and Confer
- Proposed Memorandum of Understanding

LABOR/MANAGEMENT

- Labor's role within the organization.
- What is the Labor/ Management process?
- The Labor/Management relationship.
- Working towards a common goal.

WHAT IS A MEMORANDUM OF UNDERSTANDING?

- An agreement between two parties.
- Collaboratively developed.
- Typically 2-year duration.
- Municipalities and Fire Districts.
- Agreement on terms of wages, benefits, and working conditions.
- Outlines each parties roles and responsibilities.

DEVELOPMENT OF THE UNDERSTANDING

- Meet and Confer
- The process
- Interest Based Bargaining (IBB)
- Research into "doing it better"
- Labor/Management Relationship

ORGANIZATIONAL EFFECT

- Results of the development process itself.
- Identification of organizational goals and plans.
- Creates an environment for an organization to "fire on all cylinders".
- Enhances the organization and the service it provides.

ORGANIZATIONAL EFFECT

- Focuses on areas of agreement rather than differences.
- Building trust, respect, sharing of perspectives, transference of knowledge and most importantly, sharing of the investment.
- Creates "buy in" at all levels and ranks.
- Benefits to the tax payer, the "customer" by providing efficiencies.
- Consistency and transparency.

SUMMARY

- Collaborative efforts of Management and Labor.
- Duration: September 2017 – June 2018.
- Covers all Unit Members.
- Provides representation for all employees, civilian and sworn.
- Creation of a (balanced) disciplinary review Board.
- Affirms and strengthens the Rights of Management.
- Affirms Labor and Managements right to Meet and Confer on issues of wages, benefits, and working conditions.

SUMMARY

- No increase to organizational costs.
- No increase/escalators to wages and/or benefits.
- Streamlines and creates efficiencies within the Labor/Management process.
- Reflects current policy.
- Reduction in Workforce and Recall/Reemployment.
- Saving Clause.
- Re-opens if financial deterioration causes service changes.

SUMMARY

- In accordance with federal and state statutes.
- Clarification and amendments.
- Modifications require Board approval.
- District shall not be required to meet and confer concerning any matter, whether covered or not covered.
- Shall remain in full effect from September 2017 to June 2018, unless an intervening financial crisis should occur.

THANK YOU FOR YOUR CONSIDERATION

QUESTIONS?

Addendum F

Item 20
BOD #2017-09-25

Reports

Captain Doug Taylor's Retirement Celebration

Mayor's Breakfast

- September 6, 2017
- United Way of Pinal County
  - Homeless & At Risk Community Members

Apache Junction Town Hall

- September 15, 2017
- Topics Discussed
  - Economy, Education System, and the Future Vision for Our Community.

Special Board Meeting

September 27, 2017
4:00 PM
- Public Hearing
- Budget
- Rural Metro Contract

Behavioral Intelligence Class

September 28, 2017
8:00 AM
Regional Training Center
Lost Dutchman Room

Wildland Update

- BR262 (T3 ENG) to Westfir, OR
- August 12th – August 30th
  - Bryan Heun-ENGB
  - Mike Wolfe-ENG
  - Jeremy Rocha-ENGB-T
  - Ryan Philips-FF

Wildland Update

- BR261 (T6 ENG) to Baker City, OR
- August 23th – September 9th
  - Dustin Farber-ENGB
  - Mark Blackstone -ENG
  - Mark Widick-FF
- Aided Baker County Search & Rescue with an extrication near Summit Lake

Wildland Update

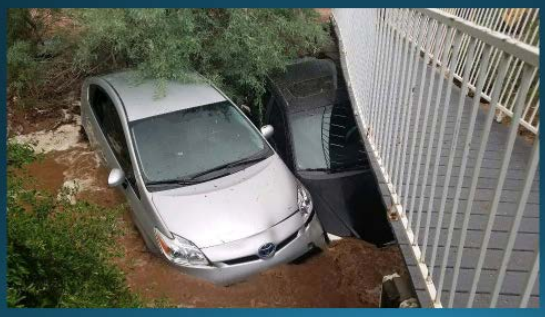
- BR262 (T3 ENG) to Redding, CA
- September 3rd – September 20th
  - Bill Tavares – ENGB
  - Mike Wolfe – ENG
  - Jim Crowley – FF
  - Ryan Philips – FF

Operations

- August 23rd Written Exam
- August 28th & 29th Intern Academy
- August 30th Panel Interviews
- New Hires – Top two (2) Candidates
  - Academy Begins October 2nd
  - Dustin Farber will serve as the Recruit Training Officer (RTO)

Operations

- Water Rescue Incident
  - Southern Ave. north of Mountain View



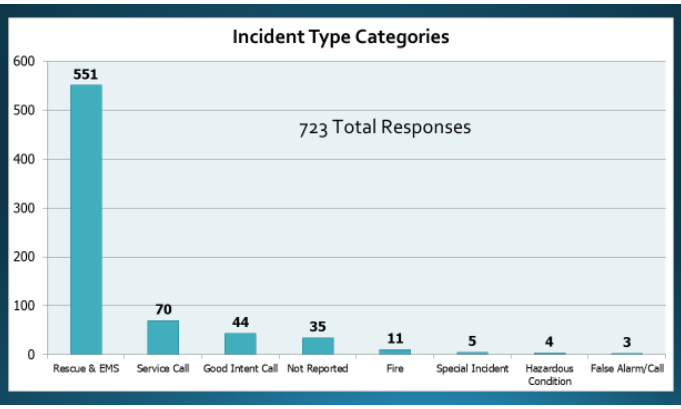
Operations

- Blue Card Training Class
  - August 29th – August 31st
- Organizational Re-Bid
  - October 2nd
- EMS Training
  - Chart Review

August 2017 – Suppression Operations

Response Times for Code 3 (Emergent) Responses

August 2017	August 2016	YTD (Fiscal)
4:42	4:38	4:48

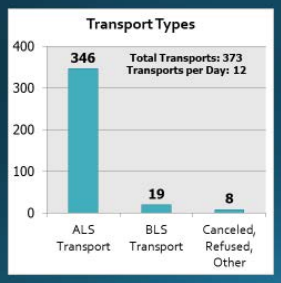


August 2017 – Transportation Operations

CON Compliance Through August 2017 (Code 3 Only)
(Licensure Reporting Period January 4, 2016 – March 17, 2019)

Time Frame for Response	AZ DHS Standard	Late Calls	On Time	Total Calls	Compliance	
8:59 or less	90%	24	403	427	94.16%	✓
14:59 or less	95%	1	426	427	99.77%	✓
19:59 or less	100%	0	427	427	100%	✓

August 2017 – Transportation Operations



Appendix B

B. Executive Session Meeting Minutes from September 20, 2017

Submitted By:
Board Clerk Gene Gehrt

Background / Discussion:
The executive session meeting minutes of the previous meeting(s). 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 a confidential record per ARS.

Financial Impact/Budget Line Item:
N/A

Enclosure(s):
N/A - Confidential

Appendix C

C. Special Board Meeting Minutes from September 27, 2017

Submitted By:
Board Clerk Gene Gehrt
Board Secretary Jasmin Jones

Background / Discussion:
The special board meeting minutes of the previous meeting(s). 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

Enclosure(s):
Special Board Meeting Minutes from September 27, 2017

Superstition Fire & Medical District

Phone (480) 982-4440 ~ www.sfmd.az.gov

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
Fax (480) 982-0183

Regional Training Center
3700 East 16th Avenue
Apache Junction, AZ 85119
Fax (480) 982-3268

Fleet & Facilities Services
1455 East 18th Avenue
Apache Junction, AZ 85119
Fax (480) 983-7443

Special Board Meeting Minutes
September 27, 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, SEPTEMBER 27, 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 4:00 PM.

A. Call to Order
Chairman Cross called the meeting to order at 4:00 PM.

B. Pledge of Allegiance
Pledge of Allegiance was led by Director Moeller.

C. Roll Call
Chairman Jeff Cross, Clerk Gene Gehrt, Director Todd House, Director Jason Moeller, and Director Larry Strand as present.

Senior Leadership Team in attendance: Interim Fire Chief Mike Farber, Acting Assistant Chief Richard Ochs, Acting Assistant Chief Richard Mooney, Finance Director Roger Wood, and Acting Administrative Director Anna Butel.

Executive Assistant acting as Board Secretary Jasmin Jones was also present for the special meeting.

---

1. Public Hearing in accordance with ARS §48-805(A)(2) in order to hear taxpayer's comments on the proposed Superstition Fire & Medical District Amended Revenue and Expenditure Budget for Fiscal year 2017/2018. (BOD #2017-09-27)

Chairman Cross opened the Public Hearing at 4:01 PM and called for comments three (3) times.

Chair Cross closed the Public Hearing at 4:02 PM.

---

2. Discussion and possible approval of the proposed Amended FY 2017/2018 Budget and adoption of Resolution 2017-10: Amended Budget Adoption. (BOD #2017-09-28) – Addendum A

Finance Director Roger Wood presented this item to the Board (Addendum A).

Key items discussed were as follows:

- **Revenue Budget Changes**
  - General (100) Fund Revenue – $101,997 increase
  - Capital Projects (200) Fund Revenue – $28,358 increase
  - Special Projects (400) Fund Revenue – $377,906 decrease
  - Total Impact – $247,551 decrease
- **Expense Budget Changes**
  - General (100) Fund Expense – $101,997 increase

    - Transport Services (150) Fund Expense – $0 change
    - Capital Projects (200) Fund Revenue – $28,358 increase
    - Special Projects (400) Fund Revenue – $377,906 decrease
    - Total Impact – $247,551 decrease
- **Forecast Assumptions**
    - General (100) Fund – +$211,528
    - Transport Services (150) Fund – +$191,703
    - Capital Projects (200) Fund – +237,121
    - Special Projects (400) Fund – +$354,335
    - Debt Principal (500) / Debt Interest (600) Funds – -$48,662
    - Total Impact – $946,024 increase

Motion by Director House to adopt Resolution 2017-10: Amended Budget Adoption, fully adopting the Amended Revenue and Expenditure Budget for Superstition Fire & Medical District for fiscal year beginning July 1, 2017 and ending June 30, 2018 in the amount of $20,457,675.00 and declaring that such shall establish the amended budget of the Superstition Fire & Medical District for Fiscal Year 2017/2018.. **Seconded** by Director Strand.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

---

3. Discussion and possible approval of the Medical Emergencies, and Rescue Mutual-Aid Agreement between Superstition Fire & Medical District and Rural Metro Fire Department and rate schedule for services. (BOD #2017-09-29)

Interim Fire Chief Mike Farber brought this item forward to the Board, stating this agreement is a win-win for both departments. Superstition Fire & Medical District (SFMD) has provided assistance to Rural/Metro Fire (RMFD) when requested, outside of our responding area. This utilizes District resources that are paid for by the citizens of the SFMD. He went on to explain this agreement allows for reimbursement of services provided by both SFMD and RMFD. SFMD will be reimbursed for equipment provided to RMFD for fires and other emergency services. The corresponding rate scheduled has a breakdown for each type of apparatus based on an hour rate and charges can be broken down to 15-minute increments.

Legal Counsel Donna Aversa stated the agreement has passed legal – there was one item that needs to be corrected, however RMFD has already approved the change.

Motion by Clerk Gehrt to approve the Medical Emergencies, and Rescue Mutual-Aid Agreement between Superstition Fire & Medical District and Rural Metro Fire Department, including the rate schedule with the changes as presented by legal counsel. **Seconded** by Director House

Vote 5 ayes, 0 nays. **MOTION PASSED.**

---

4. Call to Public. (BOD #2017-09-n/a)

N/A

---

5. Adjourn (BOD #2017-09-30)

Motion by Director Strand at 4:21 PM to adjourn the meeting. **Seconded** by Director House.

Vote 5 ayes, 0 nays. **MOTION PASSED.**

Governing Board Approval:

_____

Gene Gehrt, Board Clerk

Jasmin Jones

Addendum A

FY 2017 / 2018 Amended Budget

Superstition Fire & Medical District Budget - FY 2017 / 2018					
Budget Income Summary					
Revenue Summary by Fund Account (includes beginning cash balance)					
FUND	2016 / 2017 Actual	2016 / 2017 Approved Budget	2017 / 2018 Approved Budget	2017 / 2018 Tentative Amended Budget	2018 / 2019 Tentative Amended Forecast
General Operating (M&O)	$ 14,310,662.40	$ 14,623,391.89	$ 14,539,554.57	$ 14,641,551.57	$ 14,853,079.57
Transport Services	$ 2,561,208.35	$ 2,542,025.58	$ 2,863,454.36	$ 2,863,454.36	$ 3,055,157.00
Capital Projects	$ 1,423,496.90	$ 1,415,436.18	$ 1,833,714.39	$ 1,862,072.39	$ 2,099,193.39
Special Revenue	$ 136,703.09	$ 237,744.51	$ 478,171.20	$ 100,265.20	$ 454,600.00
Community Medicine Grant	$ 247,900.09	$ 403,341.00	$ -	$ -	$ -
Debt Retirement Principal	$ 534,417.78	$ 531,141.14	$ 583,616.87	$ 583,616.87	$ 574,603.87
Debt Retirement Interest	$ 372,691.82	$ 374,880.42	$ 406,714.61	$ 406,714.61	$ 367,065.61
	$19,587,080.43	$20,127,960.72	$20,705,226.00	$20,457,675.00	$21,403,699.44

FY 2017 / 2018 Amended Budget

Summary of revenue budget changes.

General (100) Fund Revenue - $101,997 increase

- Addition of $9,800 in CM Grant Reimbursement income
- Addition of $92,197 from Community Risk Reduction / Fall Prevention Grant.

Capital Projects (200) Fund Revenue - $28,358 increase

- Elimination of matching cost for the VICC Training and 2nd Set of Turnouts grants.

Special Projects (400) Fund Revenue - $377,906 decrease

- Elimination of funds related to the VICC Training and 2nd Set of Turnouts grants.
- Addition of full impact of Community Risk Grant the District has been awarded.

Total Impact to Revenue Budget across all Funds: $247,551 decrease

FY 2017 / 2018 Amended Budget

Summary of expense budget changes.

General (100) Fund Expense - $101,997 increase

- Addition of $51,896 in Emergency Services wages & benefits including 2 new firefighters hired 10/1/18 to facilitate second engine at S263 starting 1/1/18.
- Delay of hiring 3rd mechanic to 1/1/18.
- Increase in Financial Reserve of $64,906.

Transport Services (150) Fund Expense - $0 Change

- Hiring 4 full time 42-hour (2 paramedics and 2 EMTs) starting 12/4/17.

Capital Projects (200) Fund Revenue - $28,358 increase

- Elimination of matching cost for the VICC Training and 2nd Set of Turnouts grants.

Special Projects (400) Fund Revenue - $377,906 decrease

- Elimination of funds related to VICC Training and 2nd Set of Turnouts grants.
- Addition of full impact of Community Risk Grant the District has been awarded.

Total Impact to Revenue Budget across all Funds: $247,551 decrease

FY 2018 / 2019 Amended Forecast Assumptions

General (100) Fund: +$211,528

- 3% increase in NAV, offset by on-going cost of 2nd engine at S263.
- Total increase over FY17/18: +1.44%

Transport Services (150) Fund: +$191,703

- 3% increase in transport rates and 3% increase in transport levels.

Capital Projects (200) Fund: +$237,121

- 3% increase in tax override funds due to increase in NAV.
- Increase in financial reserve as spending is less than revenue in FY17/18.

Special Projects (400) Fund: +$354,335

- Inclusion of VICC training and 2nd set of turnout grants.

Debt Principal (500) and Debt Interest (600) Funds: -$48,662

- Reduction of tax rate $0.04 from $0.22 to $0.18 per $100 of LPV.

Total Impact across all Funds: $946,024 increase

FY 2017 / 2018 Amended Budget

Superstition Fire & Medical District Budget - FY 2017 / 2018			
Budget Income Summary			
Revenue Summary by Fund Account (includes beginning cash balance)			
FUND	2017 / 2018 Approved Budget	2017 / 2018 Tentative Amended Budget	2018 / 2019 Tentative Amended Forecast
General Operating (M&O)	$ 14,539,554.57	$ 14,641,551.57	$ 14,853,079.57
Transport Services	$ 2,863,454.36	$ 2,863,454.36	$ 3,055,157.00
Capital Projects	$ 1,833,714.39	$ 1,862,072.39	$ 2,099,193.39
Special Revenue	$ 478,171.20	$ 100,265.20	$ 454,600.00
Community Medicine Grant	$ -	$ -	$ -
Debt Retirement Principal	$ 583,616.87	$ 583,616.87	$ 574,603.87
Debt Retirement Interest	$ 406,714.61	$ 406,714.61	$ 367,065.61
	$20,705,226.00	$20,457,675.00	$21,403,699.44

Appendix D

D. First Amendment to the AJUSD/SFMD Lease Agreement.

Submitted By:
Interim Fire Chief Mike Farber

Background / Discussion:
The Arizona State Department of Forestry (ASDF) has expressed an interest in subletting additional space that the District has leased from the Apache Junction Unified School District (AJUSD) but is currently not being utilized. The SFMD and the ASDF has had a mutually beneficial relationship for multiple years. During the past couple of years, the ASDF has provided assistance to the communities of the SFMD on multiple occasions providing fire watch for citizen safety.

The land that the SFMD Regional Training Center (RTC) is located on is state land and is governed by the Bureau of Land Management (BLM). BLM has strict guidelines on what type of institutions are allowed to utilize their land – government agencies are approved.

In order to comply with the current lease the District has with the AJUSD, there needs to be an approved amendment in place including the agency requesting the sub-lease.

Financial Impact/Budget Line Item:
TBD – Costs to recoup operation & maintenance for the areas being sub-leased at the Regional Training Center.

Enclosure(s):
First Amendment to the AJUSD Lease Agreement

Recreation and Public Purposes Act

Go to Appendix E

Go to Agenda

FIRST AMENDMENT
TO
LEASE AGREEMENT BY AND BETWEEN
APACHE JUNCTION UNIFIED SCHOOL DISTRICT #43
AND
SUPERSTITION FIRE / MEDICAL DISTRICT

This First Amendment to Lease Agreement by and between Apache Junction Unified School District (AJUSD) and Superstition Fire & Medical District (SFMD) (the "First Amendment") is entered into effective as of October 1, 2017 by the Apache Junction Unified School District #43, a duly formed Arizona school district ("AJUSD") and Superstition Fire & Medical District, a duly formed Arizona fire district ("SFMD").

RECITALS

A. AJUSD and SFMD entered into Lease Agreement as of July 1, 2016 (the "Lease").
B. AJUSD and SFMD each has determined it is in its best interest to enter into this First Amendment to modify the terms and conditions of the Lease only to the extent as specifically set forth in this First Amendment.

For valuable consideration given and hereby acknowledged, AJUSD and SFMD agree as follows.

1. Recitals. The Recitals set forth above are incorporated into the terms of this First Amendment.
2. Remodeling or structural improvements. Paragraph 15 of the Lease is to add the following subparagraphs:
    a. SFMD shall obtain AJUSD's written consent for any construction or remodel after the effective date of the First Amendment and AJUSD shall not unreasonably withhold its consent.
3. Assignability. Paragraph 23 of the Lease regarding Assignability/Subletting is deleted in its entirety and replaced with the following:
    a. SFMD may sublet, in its sole discretion, any portion of the Leased Premises to one or more appropriate government agencies, including public safety organizations or educational institutions, for the public purpose of advancing training, education, and related administration, which are consistent with SFMD's public safety mission.
    b. SFMD may not sublet to any for-profit entity or any charter school.
    c. Any notices to the occupants of the Leased Premises shall be directed to SFMD.
4. Terms Affirmed. Other than the provisions expressly set forth above, AJUSD and SFMD affirm that the terms of the Lease remains in full force and effect amended only as specifically set forth in this First Amendment.

5. Approval. By the signatures below, AJUSD and SFMD each represents and warrants that the party signing on its behalf is fully authorized.

AJUSD
Apache Junction Unified School District No. 43

By: _____

Its: _____

Date: _____

SFMD
Superstition Fire & Medical District

By: _____

Its: _____

Date: _____

Recreation and Public Purposes Act

Over the past 40 years, Americans have expressed a dynamic and accelerated interest in outdoor recreation. Our expanding urban populations, increased mobility and leisure time, and higher standard of living have created a demand for more and better recreation facilities. By the same token, urban expansion and a growing population have increased the need for more public services, such as schools, community buildings, hospitals, and sanitary landfills, just to name a few.

Recognizing the strong public need for a nationwide system of parks and other recreational and public purposes areas, the Congress, in 1954, enacted the Recreation and Public Purposes Act (68 Statute 173; 43 United States Code 869 et. seq.) as a complete revision of the Recreation Act of 1926 (44 Stat. 741). This law is administered by the Bureau of Land Management (BLM).

The act authorizes the sale or lease of public lands for recreational or public purposes to State and local governments and to qualified nonprofit organizations. Examples of typical uses under the act are historic monument sites, campgrounds, schools, fire houses, law enforcement tacilities, municipal facilities, landfills, hospitals, parks, and fairgrounds.

A 17 page "Recreation and Public Purposes Act Information Sheet" designed to guide prospective applicants in obtaining lands and benefits under the act is attached. To download the document, select this link.

Department of the Interior regulations for the Recreation and Public Purposes Act are found in Title 43 of the Code of Federal Regulations (43 CFR), Parts 2740 (Sales) and 2912 (Leases).

What Lands are Covered by the Act?

The act applies to all Public Lands, except lands within national forests, national parks and monuments, national wildlife refuges, Indian lands, and acquired lands.

Under special authority, BLM administers about 2 million acres of revested Oregon and California Railroad and Coos Bay Wagon Road grant lands in western Oregon. These lands may only be leased by public agencies under the act.

How much Land may be Purchased?

The amount of land an applicant can purchase is set by law. Whether the land is to be purchased or leased, the BLM will classify for purposes of the act only the amount of land required for efficient operation of the projects described in an applicant's development plan. Applicants should limit the land requested to a reasonable amount. Applicants will be required to first accept a lease, or lease with option to purchase, to assure approved development takes place before a sale is made and a patent (Government deed) is issued. Projects that may include the disposal, placement, or release of hazardous materials (i.e., sanitary landfills) may go directly to patent.

State Agencies

Any State, State agency or political subdivision of a state may purchase for recreation purposes up to 6,400 acres annually, and as many small roadside parks and rest sites, up to 10 acres each, as may be needed. In addition, any State, State agency or political subdivision of a state may acquire 640 acres annually for each public purpose program other than recreation. These lands must be within the political boundaries of the agency or within the area of jurisdiction of the organization or, in the case of cities, they must lie within convenient access to the municipality and within the same State.

Nonprofit Organizations

Nonprofit organizations may purchase up to 640 acres a year for recreation purposes, and an additional 640 acres for other public purposes.

How Much Land may be Leased?

The Act sets no limitation on the amount of land that may be leased.

Additional Resources

- Recreation and Public Purposes Act Application Form

Last updated: 02-11-2014

Appendix E

E. First Amendment to the Intermedix Contract

Submitted By:
Interim Fire Chief Mike Farber
Transportation Services Manager Billy Warren

Background / Discussion:
This item is used as a placeholder for the First Amendment to the Intermedix Contract. More information to follow if the documents are prepared for the Board in a timely manner.

Financial Impact/Budget Line Item:
TBD

Enclosure(s):
TBD

Appendix F

F. Purchase of five (5) Motorola APX8000XE Dual-Band Portable Radios

Submitted By:
Acting Assistant Chief Richard Ochs
Fleet Supervisor Vaughn Croshaw

Background / Discussion:
This item comes before the Board for the approval to purchase five (5) new Motorola APX8000XE Dual-Band Portable Radios for use in Emergency Operations.

This is a planned capital expenditure funded for in the 2017/2018 capital projects budget.

These radios are consistent with past practices to replace the District's older Motorola XTS5000R Portable Radios to the dual-band capable portables.

We currently have 29 APX7000E radios in service, and continue to fund for five (5) additional radios per year to maintain a fiscally responsible replacement schedule.

Life-expectancy for these radios is 10-15 years.

These radios are the same as used by Mesa Fire & Medical Department, the District regularly takes advantage of discount buying power through the negotiated contracts between MFMD and Motorola.

This purchase will be made through Creative Communications, the only authorized dealer for Motorola radio products in our area.

The total cost for five (5) radios with all associated ancillary support equipment and a stock of extra batteries is $45,071.77 with tax included estimated at 9.1%.

Financial Impact/Budget Line Item:
$45,071.77 / 200-70-72660-15

Enclosure(s):
Creative Creations Quote

SFMD Procurement Form

Go to Item 5

Go to Agenda

Quote Number: **QU0000416766**
Effective: 25 SEP 2017
Effective To: 24 NOV 2017

Bill-To:
SUPERSTITION FIRE AND MEDICAL DISTRICT
565 N IDAHO RD
APACHE JUNCTION, AZ 85219
United States

Ultimate Destination:
SUPERSTITION FIRE AND MEDICAL DISTRICT
1455 E 18TH AVE
APACHE JUNCTION, AZ 85119
United States

Attention:
Name: Vaughn Croshaw
Email: vaughn.croshaw@sfmd.az.gov
Phone: (480) 982-5929

Sales Contact:
Name: Nick Spino / Walter Whately
Email: nick.spino@creativecom.com
Phone: (602) 955-8405

Request For Quote: SFMD APX8000XE
Contract Number: ARIZONA STATE
Freight terms: FOB Destination
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	% Discount Price	Extended Price
1	5	H91TGD9PW5AN	APX 8000 ALL BAND PORTABLE MODEL 1.5	$5,777.00	$4,217.21	27.00	$21,086.05
1a	5	QA01427AG	ALT:APX 8000 HOUSING GREEN	$25.00	$18.25	27.00	$91.25
1b	5	QA05509AA	DEL: DELETE UHF BAND	$-800.00	$-584.00	27.00	$-2,920.00
1c	5	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	$515.00	$375.95	27.00	$1,879.75
1d	5	HA00025AK	ENH: SFS COMPREHENSIVE 5 YR	$480.00	$480.00	-	$2,400.00
1e	5	QA01648AA	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	$5.00	$3.65	27.00	$18.25
1f	5	Q629AH	ENH: AES ENCRYPTION	$475.00	$346.75	27.00	$1,733.75
1g	5	H301CN	DEL: DELETE BELT CLIP/BASIC CARRY HOLDER	$-10.00	$-7.30	27.00	$-36.50
1h	5	QA02006AC	ENH: APX8000XE RUGGED RADIO	$800.00	$600.00	25.00	$3,000.00
1i	5	H38BS	ADD: SMARTZONE OPERATION	$1,500.00	$1,095.00	27.00	$5,475.00
1j	5	Q361AN	ADD: P25 9600 BAUD TRUNKING	$300.00	$219.00	27.00	$1,095.00
1k	5	QA00580AA	ADD: TDMA OPERATION	$450.00	$328.50	27.00	$1,642.50
1l	5	Q498AU	ENH: ASTRO 25 OTAR W/ MULTIKEY	$740.00	$540.20	27.00	$2,701.00
2	5	PMMN4106B	AUDIO ACCESSORY-AUDIO ADAPTER,APX XE500 REMOTE SPEAKER MIC, HIGH IMPACT GREEN	$550.00	$401.50	27.00	$2,007.50
3	5	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	$150.00	$109.50	27.00	$547.50
4	5	NTN8266B	BELT CLIP KIT	$12.00	$8.76	27.00	$43.80
5	5	PMNN4504A	BATT IMPRES 2 LIION UL2054 DIV2 R IP68 3400T	$150.00	$109.50	27.00	$547.50

Estimated Tax Amount $3,759.42

Total Quote in USD $45,071.77

Pricing per Motorola's Arizona State Contract: ADSPO13-036880, with taxes estimated at 9.1% and FedEx shipping ground is included.

PO Issued to Motorola Solutions Inc. must:
>Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
>Have a PO Number/Contract Number & Date

>Identify "Motorola Solutions Inc." as the Vendor
>Have Payment Terms or Contract Number
>Be issued in the Legal Entity's Name
>Include a Bill-To Address with a Contact Name and Phone Number
>Include a Ship-To Address with a Contact Name and Phone Number
>Include an Ultimate Address (only if different than the Ship-To)
>Be Greater than or Equal to the Value of the Order
>Be in a Non-Editable Format
>Identify Tax Exemption Status (where applicable)
>Include a Signature (as Required)

PURCHASING / PROCUREMENT FORM by PURCHASE ORDER (PO)

BOD # 2017-10-03 PO # 015055

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: Creative Communications/Motorola Vendor Phone #: 602-955-8405

Vendor Address: Nick Spino - nick.spino@creativecom.com

Quote Description: 5 APX8000XE All Band Radios

See Attached Written Quote $ 45,071.77

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 $

COMPETITVE 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