



Superstition Fire & Medical District

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Governing Board Meeting Minutes November 15, 2017

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE SUPERSTITION FIRE & MEDICAL DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, NOVEMBER 15, 2017. THE MEETING WAS HELD AT THE SUPERSTITION FIRE & MEDICAL DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:30 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, Acting Assistant Chief Richard Mooney, 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.

1. Review and approval of October 2017 financial reports and bank reconciliations. (BOD #2017-11-01)

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

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

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2017-11-02) – [Addendum A](#)

Acting Assistant Chief Ochs read the list of November Anniversaries – Firefighter July Ritschel (17 years of service), Software Administrator / IT Specialist Lauren Daniel (11 years of service), Account Clerk Jennifer Burke (4 years of service), Paramedic Jeanette Bodley (2 years of service), Paramedic Trevor Overson (2 years of service), Paramedic Chad Rutledge (2 years of service), Paramedic Jim Tucci (2 years of service), EMT Aaron Costello (2 years of service), EMT Ronald DeMarzo (2 years of service), EMT Erick Fuentes (2 years of service), and EMT Justin Mueller (2 years of service).

3. Call to the Public. (BOD #2017-11-n/a)

N/A

4. Consideration and possible approval of all consent agenda items listed below: (BOD #2017-11-03)

- A. Board Meeting Minutes from October 18, 2017
- B. First Amendment to the Intermedix Contract
- C. Disposition of Surplus Property
- D. Purchase of two (2) LifePac Heart Monitors

Interim Chief Mike Farber requested to pull Item C, this item will be presented at the December meeting with additional information for transparency.

Motion by Director Strand to approve consent agenda items A, B, and D for November 15, 2017. **Seconded** by Director House.

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

5. Discussion and possible approval of updating Policy 102.16 Earned Leave, as it pertains to Vacation Leave, Accumulation & Accrual, Sick Leave Accumulation & Accrual, Sick Leave Caps & Payouts, and Earned Leave Buy-Out for newly created 42-hour transportation positions. (BOD #2017-11-04)

Legal Counsel Donna Aversa suggested the Board approve the accrual rates for 42-hour employees for Vacation Leave Accumulation & Accrual and Sick Leave Accumulation & Accrual and bring back the rest of the policy in a different format.

Interim Fire Chief Mike Farber and Acting Assistant Chief Richard Mooney briefly answered questions from the Board regarding the updates. They confirmed the changes to the accruals (both vacation and sick) were for the newly approved 42-hour transportation services employees, the approval allows for payroll to be processed.

Motion by Director House to approve the updated earned leave policy as it pertains to vacation and sick leave accumulation and accruals for 42-hour members. **Seconded** by Chairman Cross.

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

6. Discussion, direction, and possible approval of a Sick Leave Incentive Pilot Program, a possible change to the Sick Leave Buy-Out Program, and potential changes to the Tuition Reimbursement and Education Incentive Programs. (BOD #2017-11-05)

Chairman Cross requested to pull all items on this topic, with the exception of discussion of the Educational Incentive Program for new hires.

Chairman Cross went on to say that currently the District provides an educational incentive program that allows for a \$1,200 incentive for an associates degree or higher and a \$600 incentive for certificates. He suggested stopping the program for new hires only. There was brief discussion from the Board clarifying what the program currently provides and why the changes were suggested.

Chairman Cross described that currently the District provides tuition reimbursement for employees for higher education and in addition pays an incentive once they receive their degree or certificate.

Comments and questions from the Board were as follows:

Director House asked for clarification regarding what the educational incentive covers and how long the program has been active. Interim Fire Chief Mike Farber stated that the program has been a part of the District since 1985. He explained that members receive \$600 for a certificate like Fire Science and \$1,200 for AA or

their Masters. Director Moeller expressed that other than the financial cost he didn't see a problem with the program.

Chairman Cross

"In the next three years we will be hiring possibly up to 12 people and that would be \$24,000 a year annually as an incentive that you will be paying year after year, in addition to what is paid now. On top of the payment for the tuition, if all of them come in with a degree. We are the only department in the State of Arizona that does this and I would rather use that money elsewhere – that could help with health insurance. This isn't removing it from someone currently hired, this is going forward with new hires."

Director House

"I would like to have further discussion on it because it seems to be that we are constantly taking incentives to anybody that comes to our fire district. To have programs like this incentivizes people to come to our district. Just to take this seems to me, I would rather have an educated firefighters, well-rounded. That makes a big difference in programs and people who serve us for their maturity, it will take care of all of that. I didn't have the opportunity to get an education, so I think if there is anything to do here to give these guys the education they need to succeed in the future. Do we need an AA or a BA to be promoted?"

Chief Farber clarified you do need a BA to be an assistant chief or battalion chief and company officers you need an AA. Director Cross reminded the board that we do pay for member's tuition. Director Strand requested to hear what Labor had to say on the topic.

John Walka

"This is part of the wages and benefits package with the MOU, this is kind of an inappropriate conversation to have here." (Chairman Cross reminded Mr. Walka that this would not qualify) Walka continued, "I understand that, but we are trying to attract people to this organization. Some of the newest firefighters are at some of the highest risk to go to other organizations. If we are already saying, you know we are cutting to try to save money on your back, I don't like the message that sends."

Chairman Cross

"Currently, only 30% of our organization takes advantage of this. To say that it attracts for most people to take the educational path is not correct. To say that anybody is going to choose this department because we have a \$1200 or \$600 incentive is just Ludacris. To say that it is an inappropriate comment based on an MOU is Ludacris. I mean let's get real, this is for new hires only, these are people that are not under the MOU."

John Walka

"This is still part of the wage and benefits package, that is \$1200 that you are taking away from someone's take home pay. Like Chairman Moeller (Director Moeller) mentioned, people could be coming in here with degrees, that is what we are seeing most often and they never got anything or able to utilize the tuition reimbursement, therefore, we are just going to be taking something away from them that – the argument that we are paying for it twice doesn't hold."

Chairman Cross stated that in most cases the District does pay for twice (incentive and tuition reimbursement). Director House inquired if the program was budgeted in this fiscal year. Chief Farber stated that it is budgeted for the current employees who take advantage of the educational incentive. Director House suggested this program be looked at for future years.

Mr. Walka then clarified the reason he suggested this was a part of the MOU because the District now has a process that coincides with the budget planning. During the negotiation is a good opportunity to look at the wage and benefits package as a whole for current employees and future employees.

Clerk Gehrt

"As long as we are under discussion as we clearly are, if we are going to continue it the thing that I think we should do is at least get a return on our investment. The only way we can get a return on our investment is if the degrees that we pay for have something to do with what we do – if someone wants to take astronomy essentially that is not going to help us. We need something that we get paid back on. Secondly, if someone leaves the District, I don't think it is unreasonable to say that they have to pay part of it back depending on how soon they leave. We shouldn't be paying for people to get a job somewhere else – we still have to look out for how we are spending tax-payer money. I agree that we do need to invest in our employees, but it should be something where we get a return on our investment."

Executive Assistant Jasmin Jones reminded Clerk Gehrt the policy states if employees leave within two (2) years of utilizing tuition reimbursement, they will have to pay the District back for the funds. Acting Assistant Chief Richard Mooney briefly summarized the priorities for tuition reimbursement (BCs, Company Officers, Firefighters, etc.). Employees may put in for tuition reimbursement, however, they may not receive it depending on priority. Chief Farber added that first is the list of priorities and secondly is seniority.

Director Moeller agreed that the tuition reimbursement program is needed so employees can grow. Chairman Cross agreed that tuition reimbursement is important and so is education, he stated that we do pay for their education and then on top of that we pay an additional incentive when degrees are earned.

There was no motion or direction from the Board regarding this topic.

7. Discussion and possible approval of Policy 102.45: Labor Management Relations brought forth at the October 18, 2017 BOD meeting for approval (BOD #2017-10-06), and Policy 102.47: Fingerprinting and Criminal Background Checks for final approval at the December 2017 BOD meeting. (BOD #2017-11-06)

Clerk Gehrt brought this item to the Board stating that this is the process the Board voted to follow at the August 2017 Board Meeting (BOD #2017-08-11).

There was a brief discussion regarding the Labor Management Relations Policy and how it differed from the MOU process. Labor VP John Walka stated he supported the policy in its entirety.

Motion by Director House to approve Policy 102.45: Labor Management Relations. **Seconded** by Chairman Cross.

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

8. Discussion and possible approval of the updated Automatic Aid Agreement. (BOD #2017-11-07)

Interim Fire Chief Mike Farber brought this item to the Board. He stated the agreement has gone through legal review and is ready for approval.

Motion by Director Strand to approve the Automatic Aid Agreement as stated. **Seconded** by Director House.

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

9. New Business/Future Agenda Items. (BOD #2017-11-08)

Chairman Cross requested to separate the agenda items for the policy updates and approvals.

10. Reports (BOD #2017-11-09) – [Addendum B](#)

Interim Fire Chief

- Veteran's Day Parade / Festival of the Superstitions
- AFMA Letter

Operations

- Recruit Academy Update
- Quarter Training
 - EMS – Airway
 - Fire – MCS Drills / Blue Card
 - Ladder – Palm Tree Rescue
 - TRT Year End Drills
- Fire Incidents
 - Detached Garage – October 27th
 - Large Mulch – Burned for several days – Houston & Guadalupe
 - Residential Fire on Greasewood St. – November 14th
- October Operations Reports
 - Call Times
 - Incident Type
 - Transportation Division Compliance
 - Transportation Services Call Type
 - Transportation Revenue
- Pinal County Community Wildfire Protection Plan Update – October 17th
- EMS Standby for the Hike for Hope – November 4th
- Golden Vista Luncheon – November 9th

Administrative Services

- New Employee Orientation – 42-Hour TSP Employees
 - November 27th
 - On Shift December 4th

Finances

- Audit fieldwork is complete
- PSPRS Payout has been recovered, no news on interest rate payout
- General rate increase response is planned by Thanksgiving
- PSPRS Local Pension Board meeting on December 12 at 4 p.m.

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

Director House reminded everyone about the annual diaper drive he runs every year.

Chairman Cross stated he was on shift with MFMD and got a chance to work with a SFMD Medic Crew and they did an amazing job. They were extremely professional and knowledgeable.

12. Adjourn (BOD #2017-11-10)

Motion by Chairman Cross at 6:20 PM to adjourn the meeting. **Seconded** by both Director House and Director Strand.

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

Governing Board Approval:



Gene Gehrt, Board Clerk

Jasmin Jones

Addendum A

November Service Anniversaries



Firefighter Judy Ritschel
27 Years of Services



Software Administrator / IT Specialist Lauren Daniel
11 Years of Services



Account Clerk Jennifer Burke
4 Years of Services

November Service Anniversaries



Paramedic Jeanette Bodley
2 Years of Services



Paramedic Trevor Overton
2 Years of Service



Paramedic Chad Rutledge
2 Years of Service



Paramedic Jim Tuck
2 Years of Service

November Service Anniversaries



EMT Aaron Costello
2 Years of Services



EMT Ronald DeMarzo
2 Years of Service



EMT Erick Fuentes
2 Years of Service



EMT Justin Mueller
2 Years of Service

Item 10

BOD #2017-11-09

Reports

Veteran's Day & Festival of the Superstitions



Fire Chief Report

Dear Chairman Cross,

Thank you and the Board at Superstition Fire and Medical District (SFMD) for your prompt response to our letter dated September 5, 2017. We appreciate the SFMD Board and staff taking the time to explore the opportunities for a potential partnership with the Arizona Fire and Medical Authority (AFMA). We wish you well in your continued efforts to find operational efficiencies and improve services for your community.

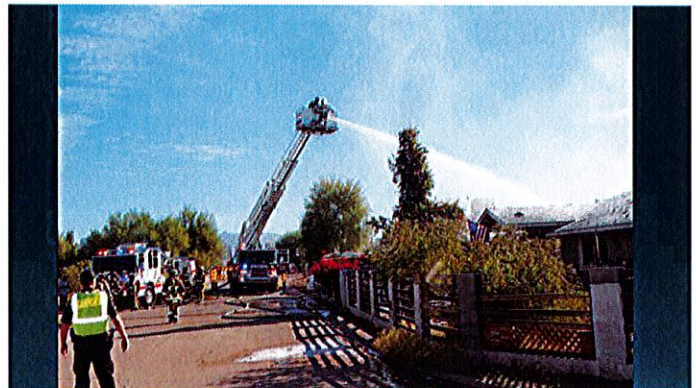
If in the future the AFMA Board or staff can be of any assistance, please don't hesitate to contact us directly.

Respectfully,

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

Operations

- Recruit Academy Update
- Quarterly Training
 - EMS – Airway (make up classes)
 - Fire – MCS Drills – Blue Card
 - Ladder – Palm Tree Rescue (through November 17th)
 - TRT – Year End Drills (Trench, Con-Space, Industrial Rescue)
- Fire Incidents
 - Fire – Detached Garage – October 27th
 - Large Mulch Fire – Burned for several days – Houston & Guadalupe
 - Residential Fire on Greasewood St. – November 14th



Operations

- Pinal County Community Wildfire Protection Plan Update – October 17th
- EMS Standby for the Hike for Hope – November 4th
- Golden Vista Luncheon – November 9th

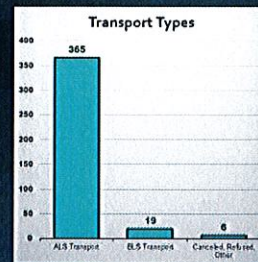
October 2017 – Suppression Operations

Response Times for Code 3 (Emergent) Responses

October 2017	October 2016	YTD (Fiscal)
4:35	5:00	4:42



October 2017 – Transportation Operations



October 2017 – Transportation Operations

CON Compliance Through October 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	442	466	94.85%	✓
14:59 or less	95%	1	465	465	99.79%	✓
19:59 or less	100%	0	466	466	100%	✓

Administrative Services Update

- New Employee Orientation – 42-Hour TSP Employees
 - November 27th
 - On Shift December 4th

Finance

- Audit fieldwork is complete
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