



# Superstition Fire & Medical District

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## Governing Board Meeting Minutes July 18, 2018

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, JULY 18, 2018. 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 House called the meeting to order at 5:30 PM.

### B. Pledge of Allegiance

Pledge of Allegiance was led by Director Moeller.

### C. Roll Call

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

Senior Leadership Team in attendance were 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 William Whittington and Board Secretary Sherry Mueller were also present for the meeting.

### 1. Review and approval of the June 2018 financial reports and bank reconciliations. (BOD #2018-07-01)

**Motion** by Director Cross to approve the June 2018 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 #2018-07-02)

Employee Service Anniversaries were recognized:

- Mark Blackstone, Engineer / Paramedic / TRT – **34 Years of Service**
- Amy Brooks, Captain / Paramedic – **25 Years of Service**
- Brett Broman, Battalion Chief / Paramedic - **23 Years of Service**
- Andrew Colby, Engineer / Paramedic / TRT – **22 Years of Service**

- Steve Gereg, Firefighter / Paramedic – **22 Years of Service**
- Brian Logsdon, Captain / TRT – **22 Years of Service**
- Brian White, Battalion Chief – **22 Years of Service**
- Brian Wyatt, Captain / Paramedic – **22 Years of Service**
- Jeff Ehrlich, Captain / Paramedic – **18 Years of Service**
- Joe Garcia, Captain / Paramedic – **18 Years of Service**
- Mark Castaneda, Captain / Paramedic / TRT – **17 Years of Service**
- Dan McKinney, Firefighter / Paramedic – **17 Years of Service**
- Mike Farber, Fire Chief – **Official Badge Pinning Ceremony**

**3. Call to the Public. (BOD #2018-07-N/A)**

No requests from anyone in the Public to speak.

**4. Consideration and possible approval of all consent agenda items listed below: (BOD #2018-07 – 03)**

A. Board Meeting Minutes from June 20, 2018

**Motion** by Director Moeller to approve all consent agenda items. **Seconded** by Director Strand.

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

**Agenda Item #8 was moved here (BOD #2018-07-07):**

**Discussion, consideration and possible adoption of Resolution 2018-07-18-12 granting final approval for the sale and issuance of general obligation refunding bonds of the District including delegation to the Fire Chief and the Finance Director of the District to determine certain matters related thereto.**

At the May 16, 2018, Board meeting, the Board approved Resolution 2018-05-16-08 that defined the authority to be given to the Fire Chief and Finance Director as they negotiated a Loan Repayment Agreement that would pay off the remaining 2006 GADA bond debt. The Fire Chief and Finance Director were authorized to further efforts that concluded in a Loan Repayment Agreement that covered all costs, did not require additional District funds, and that the refinancing effort resulted in a minimum net present value of savings no less than \$425,000 over the remaining life of the bond. The resulting Loan Repayment Agreement must be approved and signed by the Board to be considered valid and duly authorized.

To that end, Chief Farber and Roger Wood have, in conjunction with Stifel, Nicolas & Company Inc., and Greenburg Traurig, Bond Counsel, received a loan proposal from JP Morgan Chase that will provide, after all costs, and estimated \$456,000 savings in interest over the remaining 9 years of the original bond term. The loan proposal from JP Morgan Chase contains a prepayment clause that will allow the District to pay off the entire remaining loan without penalty after 5 years.

Finance Director Roger Wood talked about taking bids from numerous financing agencies. The successful bid was from JP Morgan Chase. We have been able to lock down the interest rate on the new Bond at 2.83% (fixed). Our current Bond is at 5% interest. That is where the savings is coming from.

Brian Lundberg, Managing Director, with Stifel, Nicolas & Company Inc. was present to speak to the Board and to answer any questions that the Board may have. There were no questions from the Board.

**Motion** by Clerk Gehrt to approve the 2006 GADA Bond Refinance Resolution 2018-07-18-12 to (1) provide final approval for the sale and issues not to exceed \$ 5,471,000 aggregate principal amount of Superstition Fire & Medical District of Pinal County, Arizona General Obligation Refunding Bonds; (2) awarding the bonds to purchaser thereof; and (3) ratifying all actions take to further this Resolution. **Seconded** by Director Cross

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

**5. Public Hearing in accordance with ARS §48-805.02 in order to hear taxpayer's comments on the proposed Superstition Fire & Medical District revenue and expenditure budget for Fiscal Year 2018/2019. (BOD #2018-07-04)**

No person(s) from the public in attendance to comment on the Fiscal Year 2018/2019 expenditure budget.

**6. Discussion and possible approval of FY 2018/2019 Budget and adoption of Resolution 2018-07-18-10: Budget Adoption. (BOD #2018-07-05)**

Finance Director Roger Wood talked about the tentative budget versus the final budget. Some of the line items in the general operating fund ended up being lower than I had estimated back in May. For example, the ELBO pay out was not as high as I had expected it to be. Some spending items weren't as high as I had expected. This allowed us to increase our financial reserve up to 11.75% of tax revenue. The final Budget that were asking you to approve for Fiscal Year 2018/2019 is \$21,768,079.91.

**Motion** by Director Strand to adopt Resolution 2018-07-18-10: Budget Adoption, fully adopting the estimates of proposed revenues and expenditures by the Superstition Fire & Medical District for the Fiscal Year beginning on July 1, 2018 and ending June 30, 2019 in the amount of \$21,768,079.91 and declaring that such shall establish the budget of the Superstition Fire & Medical District for Fiscal Year 2018/2019. **Seconded** by Director Moeller.

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

**7. Discussion and possible adoption of Resolution 2018-07-18-11, authorizing the establishment of a line of credit with Wells Fargo for Fiscal Year 2018/2019. (BOD #2018-07-06)**

Finance Director Roger Wood talked about the line of credit with Wells Fargo. This is a \$1.5 million line of credit (a reduction from last year) and the interest rate is 5%. The interest rate is variable and will vary over time.

**Motion** by Clerk Gehrt to approve Resolution 2018-07-18-11, authorizing the establishment of a line of credit with Wells Fargo, for \$1.5 million for Fiscal Year 2018/2019. **Seconded** by Director Cross.

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

- 8. Discussion**, consideration and possible adoption of Resolution 2018-07-18-12 granting final approval for the sale and issuance of general obligation refunding bonds of the District including delegation to the Fire Chief and the Finance Director of the District to determine certain matters related thereto. **(BOD #2018-07-07)**

**\*\* Agenda item #8 was moved to earlier in the meeting after agenda item number #4 \*\***

- 9. Discussion and possible approval of extending the 6-month pilot program for Engine 263. (BOD #2018-07-08)**

Fire Chief Mike Farber talked about the sixth-month pilot program for Engine 263, which expires at the end of June, 2018. He would like to extend this program for 2 - 3 more months while we are waiting on the SAFER Grant. This pilot program is intended to improve response time, decrease fire loss, increase survivability and increase Firefighter safety. Other benefits are reduction in Firefighter fatigue; decrease sick leave usage, and potentially reduce ISO ratings.

**Motion** by Clerk Gehrt to approve the continuation of the Engine 263 Pilot Program through September 30, 2018. **Seconded** by Director Cross.

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

**ITEM #10 WAS REMOVED FROM THE AGENDA:**

- 10. Discussion and possible approval of Lexipol software purchase (BOD #2018-07-09)**

- 11. Discussion and possible approval of the purchase of Apparatus / Fire Engine. (BOD #2018-07-10)**

**Motion** by Director Moeller to purchase the Pierce Velocity Pumper not to exceed \$675,000, subject to approval of the terms of the ultimate contract. **Seconded** by Director Strand.

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

- 12. Reports (BOD #2018-07-11)**

- Senior Leadership Team
- Labor
- Pension Board
- Board Sanctioned Committees

Senior Leadership Reports

## Fire Chief Update

### **Fire Chief Mike Farber**

- Testing Process for the following Positions:
  - Assistant Chief, Operations
  - Assistant Chief, Planning and Logistics
  - Administrative Services Director

Interviews will be held on July 19, presentation on July 24, and Chiefs interview on July 25, 2018.

- Congressman Paul Gosar, letter of support for FEMA Grant
- Impact of E263; improved Response Times, Safety and Survivability, reduced Fire Loss
- C-Shift E261 crew helped a local citizen, who is also a World War II Veteran, by temporarily fixing his roof last Monday following storm damage to his home.
- A-Shift L263 crew and Tina Gerola helped one of our Senior Citizens find temporary living arrangements at Motel 6 and arranged to have her air conditioning repaired following an EMS incident at her home. The home was found to be about 115° due to her malfunctioning air-conditioner. The hotel was provided by the SFMD and the air conditioning work was donated by a local vendor.

## Operations Update

Acting Assistant Chief of Operations Richard Mooney

- Review of Structure Incidents:
  - June 18<sup>th</sup> Structure Fire at 597 E. Old West Highway (A-Shift)
  - June 18<sup>th</sup> Structure Fire at 1066 W. Windsong (A-Shift)
  - July 3<sup>rd</sup> Structure Fire, Mutual Aid for Superior Fire (B-Shift)
  - July 4<sup>th</sup> MVA at Broadway & Ironwood (C-Shift)
- Training Update
  - 3<sup>rd</sup> Quarter Ladder Training (Modern Ladder Behavior)
  - TRT Training (Swift Water Training & Helicopter Ops)
- Wildland Deployment
  - Type 3 San Bernardino, California (Tavares, McCollough, Frawley & Rivera)

## Planning & Logistics Update

Acting Assistant Chief of Planning & Logistics Richard Ochs

- Community Events
  - June 25<sup>th</sup> Golden Days MHP – 110 Smoke Alarms, distributed (FEMA Grant)
  - June 29<sup>th</sup> Boys & Girls Club Hero Week – visited by A-Shift Station 261
  - July 10<sup>th</sup> Palmas Del Sol – Fire & Fall Safety presentation for Senior Adults
  - July 12<sup>th</sup> Self-Inspection Program; first Set of Letters Mailed to Businesses
- Transportation Services made an offer for a Full Time Emergency Medical Technician to Kelsey Christensen, which she accepted.

### Administrative Services Update

Acting Administrative Director Anna Butel

- Completed the 2017 NFPA Fire Experience Survey
- Exported SFMD incident to NFIRS (1/1/2018 to 6/30/2018)
- Mediacom – Century Link Fiber Cut yesterday just outside of Phoenix that affected Apache Junction and Gold Canyon

### Labor Update

No report given

### Pension Board Update

No report given

### Board Sanctioned Committees Update

No report given

### **13. New Business / Future Agenda Items (BOD #2018-07-12)**

Senior Leadership is requesting a Work Session on Wednesday, August 1 at 2:00 p.m. to discuss the following items:

- Discussion regarding our Sick Leave Policy
- Discussion regarding our Procurement Policy
- Purchase of Lexipol

### **14. Announcements (BOD 2018-07-N/A)**

Fire Chief Mike Farber presented each Board Member with a 60<sup>th</sup> Anniversary Commemorative Book. This book will also be provided to previous Fire Chief's.

### **15. Adjourn (BOD #2018-07-13)**

Motion by Clerk Gehrt at 6:34 p.m. to adjourn the meeting. **Seconded** by Director Strand.

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

### **Governing Board Approval:**

  
\_\_\_\_\_

Gene Gehrt, Board Clerk

*Sherry Mueller*





## Agenda Item #1

BOD # 2018-07-01

Review and approval of the June, 2018 financial reports and bank reconciliations.



## Agenda Item #2

BOD # 2018-07-02

Recognition of employee performance, achievements, and special recognition for community members.



## 34 Years of Service



Mark Blackstone  
Engineer/Paramedic



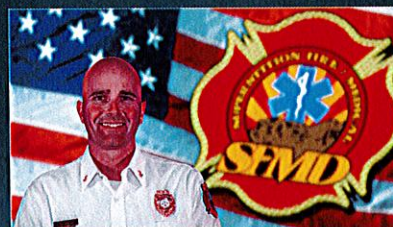
## 25 Years of Service



Amy Brooks  
Captain/Paramedic



## 23 Years of Service



Brett Broman  
Battalion Chief





## 22 Years of Service



**Andrew Colby**  
Engineer/Paramedic



**Steve Gereg**  
Firefighter/Paramedic



**Brian Logsdon**  
Captain/EMT



## 22 Years of Service



**Brian White**  
Battalion Chief



**Brian Wyatt**  
Captain/Paramedic



## 18 Years of Service



**Jeff Ehdlich**  
Captain/Paramedic



**Joe Garcia**  
Captain/EMT



## 17 Years of Service



**Mark Castaneda**  
Captain/Paramedic



**Dan McKinney**  
Firefighter/Paramedic



## Official Pinning Ceremony for Chief Farber



## Agenda Item #3

*BOD # 2018-07-n/a*

## Call to the Public

A.R.S. §38-431.01(1) 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.





## Agenda Item #4

BOD # 2018-07-03

Consideration and possible approval of all consent agenda items listed below.

- a. Board Meeting Minutes from June 20, 2018



## Agenda Item #5

BOD #2018-07-04

Public Hearing in accordance with ARS §48-805.02 in order to hear taxpayer's comments on the proposed Superstition Fire & Medical District revenue and expenditure for Fiscal Year 2018/2019.



## Agenda Item #6

BOD #2018-07-05

Discussion and possible approval of FY 2018/2019 budget and adoption of Resolution 2018-07-18-10: Budget Adoption.



## Agenda Item #6

BOD #2018-07-05

Superstition Fire & Medical District Budget - FY 2018 / 2019				
Budget Income Summary				
Revenue Summary by Fund Account (includes beginning cash balance)				
FUND	2017 / 2018 Actual	2017 / 2018 Approved Amended Budget	2018 / 2019 Approved Budget	2018 / 2019 Budget Personnel
General Operating (M&O)	\$4,800,125.05	\$ 14,541,551.57	\$ 15,463,225.91	\$ 15,520,968.01
Transport Services	\$ 3,183,900.02	\$ 2,583,454.36	\$ 3,043,724.05	\$ 3,169,102.05
Capital Projects	\$ 6,688,900.36	\$ 1,892,072.30	\$ 1,915,443.89	\$ 1,228,577.69
Special Revenue	\$ 86,548.08	\$ 100,265.20	\$ 345,742.89	\$ 93,000.00
Debt Retirement Principal	\$ 615,145.49	\$ 583,616.87	\$ 612,776.84	\$ 624,441.64
Debt Retirement Interest	\$ 382,772.08	\$ 406,714.61	\$ 347,597.57	\$ 342,442.57
	\$20,948,106.88	\$20,467,875.00	\$21,768,079.91	\$21,958,831.96



## Agenda Item #7

BOD #2018-07-06

Discussion and possible adoption of Resolution 2018-07-18-11, authorizing the establishment of a line of credit with Wells Fargo for Fiscal Year 2018/2019.



## Agenda Item #8

BOD #2018-07-07

Discussion, consideration and possible adoption of Resolution 2018-07-18-12 granting final approval for the sale and issuance of general obligation refunding bonds of the District including delegation to the Fire Chief and the Finance Director of the District to determine certain matters related thereto.





## Agenda Item #9

BOD #2018-07-08

Presentation, discussion and possible approval for extending the six-month pilot program for Engine 263.



## Agenda Item #10

BOD #2018-07-09

### Discussion and possible approval of Lexipol Software Purchase.



### Common Agency Policy Challenges

**Member Speech, Expression & Networking**

**1046.1 PURPOSE AND SCOPE**  
This policy is for

**Lack of Consistent**

**Lack of Accountability**

**Time Consumption to Main**

Members are encouraged to consult with the application or potential application of this

© 2005 Blackwell Publishing Ltd, *Journal of Internal Medicine* 258: 103–110

**Lexipol**

## Outdated Policies

### Lack of Consistency

## Lack of Accountability

### Time-Consuming to Maintain

### Lack of Assistance or Guidance

### Lack of Training on Department Policy

## Lexipol Risk Management Analysis

6-years post-implementation (CIS - Oregon)

Non-participating agencies experienced eight personnel claims for over \$448K

**Fully Participating Lexipol Agencies Experienced:**

A bar chart with five red bars of decreasing height from left to right. To the right of the bars, the text '45%' is displayed above a red downward-pointing arrow. Below the arrow, the text 'Reduction In frequency of litigated claims' is written.

**Reduction in severity of claims paid out**

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Lexipol

## Agenda Item #11

BOD #2018-07-10

Discussion and possible approval of the purchase of Apparatus/Fire Engine.



## Agenda Item 12

BOD # 2018-07-11

## Reports

- Senior Leadership Team
- Labor
- Pension Board
- Board Sanctioned Committees





## Fire Chief Report

Testing Process for the following Positions:

Assistant Chief, Operations  
Assistant Chief, Planning and Logistics  
Administrative Services Director

Interviews will be held July 19, presentation on July 24, and Chief's interview on July 25, 2018.



## DHS-FEMA Grant – Emergency Response



## Assisted Local Resident

Monday, July 16<sup>th</sup>, following storm damage E261 crew and Battalion 261 assisted a local resident, Frank, with a temporary roof repair until his insurance company could arrange for permanent repairs.

Frank is a former World War II Veteran who fought in the Battle of the Bulge and in Normandy.



## Assisted Local Resident

July 17<sup>th</sup>, E263 responded to a medical incident which resulted in a fatality. The resident (Mother, a US Army Veteran) was without air conditioning at the time and the temperature inside her home was about 115 degrees.

The Fire District arranged for temporary housing for the resident at a local hotel, and also arranged for a local vendor, A&A Cooling, to make repairs of her air conditioner.



## June Fires – Impact of E263

900 S. Idaho Rd., #49  
F2018045158 on 6/4

Unit	Response Time	< 8 minutes
E261	5:25	✓
B261	6:23	✓
E263	6:46	✓
E262	6:59	✓
E217	8:26	

691 S. Gold Dr.  
F2018047547 on 6/13

Unit	Response Time	< 8 minutes
E261	4:33	✓
B261	4:39	✓
E262	7:52	✓
E263	9:19	
B202	10:40	
E264	12:09	
SECOND DISPATCH		
E217	7:52	✓



## June Fires – Impact of E263

450 S. Smythe Dr.  
F2018048253 on 6/15

Unit	Response Time	< 8 minutes
E261	5:23	✓
E263	7:19	✓
E263	7:23	✓
B202	9:35	
B261	9:54	
E262	10:51	
SECOND DISPATCH		
E219	9:33	
E209	10:16	
E213	11:00	

597 E. Old West Hwy., #16  
F2018048831 on 6/18

Unit	Response Time	< 8 minutes
B261	3:46	✓
E263	4:35	✓
E263	5:02	✓
E261	5:16	✓
E262	7:52	✓
B203	17:23	
SECOND DISPATCH		
E217	9:17	





## June Fires – Impact of E263

1066 W. Windsong St.  
F2018048842 on 6/18

Unit	Response Time	< 8 minutes
B261	6:12	✓
B203	6:51	✓
E212	8:04	
E261	8:28	
E217	9:31	
L263	10:49	
E219	11:40	
E262	13:01	

OPERATIONS CONTINUED IN A DIFFERENT ORDER DUE TO THE OTHER UNIT'S RESPONSE. THE E263 UNIT WAS NOTIFIED THE CALL HAD BEEN AVAILABLE AND RESPONDED IMMEDIATELY. THE E263 UNIT WAS NOTIFIED THE CALL HAD BEEN AVAILABLE AND RESPONDED IMMEDIATELY. THE E263 UNIT WAS NOTIFIED THE CALL HAD BEEN AVAILABLE AND RESPONDED IMMEDIATELY.

1332 S. Cedar Dr.  
F2018050064 on 6/22

Unit	Response Time	< 8 minutes
E217	6:11	✓
E263	6:40	✓
B261	9:19	
E219	9:58	
B203	14:30	
L263	15:50	
SECOND DISPATCH		
E261	9:11	
E262	10:48	

## June Fires – Impact of E263

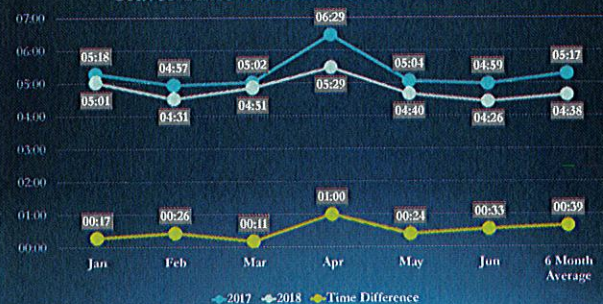
10039 E. Calypso Cir.  
(Crismon & Broadway)  
Auto Aid - F2018051153 on 6/27

Unit	Response Time	< 8 minutes
E217	8:43	✓
E261	7:02	✓
E212	7:11	✓
B202	7:21	✓
L263	8:35	
B261	13:45	

## E263 – 6 Month Report

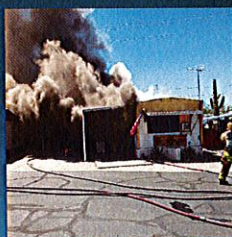
	2018 Jan-Jun	2017 Jan-Jun
Total Fires	20	12
Arrived in less than 8 minutes	7 - 35%	0 - 0%
Arrived between 8-9 minutes	3 - 15%	0 - 0%

## Travel Time with Additional Unit at 263



## Operations Update

- June 18, 2018
- Structure Fire 18-48831
- 597 E. Old West Hwy, #16
- A-Shift



## Operations Update Continued

- June 18, 2018
- Structure Fire 18-48842
- 1066 W. Windsong
- A-Shift





## Operations Update Continued

- July 3, 2018
- Mutual Aid w/ Superior Fire
- Structure Fire
- B-shift (BC261 & E265)



## Operations Update Continued

- July 4, 2018
- 1<sup>st</sup> Alarm MVA at Broadway & Ironwood
- 18-53203 (C-Shift)
- 3 vehicles, 6 patients w/ Extrication



## Operations Update Continued

### Training Update

3<sup>rd</sup> Quarter Ladder Training  
Modern Ladder Behavior

### TRT Training

Swift Water Training & Helicopter Ops

### Wildland Deployment

Type 3 San Bernardino, California  
Tavares, McCollough, Frawley & Rivera



## Incident Type Categories



## Planning & Logistics Update

- 6/25 – Golden Days MHP – 110 Smoke Alarms Distributed (FEMA Grant)
- 6/29 – Boys & Girls Club Hero Week – Visited by A-Shift Station 261
- 7/10 – Palmas Del Sol – Fire & Fall Safety Presentation for Senior Adults
- 7/12 – Self-Inspection Program Launched – First Set of Letters Mailed to Businesses



## Planning & Logistics Update

- 7/17 – City Council Meeting – Our Community Risk Reduction Specialist, Tina Gerola accepted “August as Drowning Impact Awareness Month” Proclamation from Mayor Serdy
- 7/21 – Mountain Vista Medical Center’s 11<sup>th</sup> Anniversary Family Health Expo – Water Safety Presentation by Tina Gerola and SMD Crew will participate
- 7/30 – Captain Testing: Written Exercise and Oral Interview



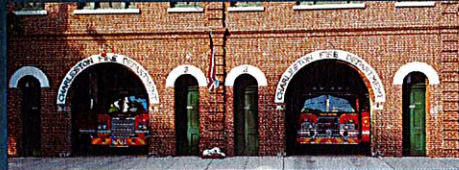


## Transport Services Update



## Administrative Services Update

- Completed the 2017 NFPA Fire Experience Survey
- Exported SFMD incident to NFIRS (1/1/2018 to 6/30/18)
- Mediacom – Century Link Fiber Cut yesterday just outside of Phoenix that affected Apache Junction and Gold Canyon



## Agenda Item #13

BOD # 2018-07-12

New Business/Future Agenda Items.

Senior Leadership would like to request a work session on August 1<sup>st</sup>, 2018 at 2:00 p.m. for discussion regarding the Sick Leave Policy, Procurement Policy and the purchase of Lexipol.

## Agenda Item 14

BOD #2018-07-11/a

Announcements

## Agenda Item #15

BOD # 2018-07-13

Adjourn