Governing Board Meeting Minutes
August 15, 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, AUGUST 15, 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 Chairman House

C. Roll Call
Chairman Todd House, Clerk Gene Gehrt, Director Jeff Cross and Director Larry Strand. Director Jason Moeller attended via conference call.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Richard Ochs, Assistant Chief Richard Mooney, Finance Director Roger Wood, and 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 July 2018 financial reports and bank reconciliations. (BOD #2018-08-01)

Motion by Director Strand to approve the July 2018 financial reports and bank reconciliations.

Seconded by Clerk Gehrt.

Vote 5 ayes, 0 nays. MOTION PASSED.

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2018-07-02)

August Employee Service Anniversaries were recognized:

29 Years of Service: Captain/Paramedic Andy Kuhn

17 Years of Service: Firefighter Paul Gruetzmacher

17 Years of Service: Firefighter Mark Widick

14 Years of Service: Captain/Paramedic Jon Williamson
11 Years of Service: Administrative Assistant II Kelly Bartz
3 Years of Service: Account Clerk Specialist Lori Hlavin
3 Years of Service: Transportation Services Manager Billy Warren
2 Years of Service: Paramedic Clint Musgrave

Roger Nasello - Promotion to Mechanic II

Official Pinning Ceremony for recent Promotions:
Administrative Services Director Anna Butel
Assistant Chief of Operations Richard Mooney
Assistant Chief of Planning & Logistics Rick Ochs

Recognition of Community Member:
Community Member Leonard Sunde (survivor) would like to recognize and acknowledge the Crew (E263 and M263) who came to his rescue on May 5, 2018. Crew: Daniel Elliott, Joe Stiglitz, Zachary Leon, Ryan Rodriguez, Clint Musgrave, Sarah Koupal, Mesa Fire Dispatch: Doris Rashid and AJPD

3. Call to the Public. (BOD #2018-08-N/A)
No requests from anyone in the Public to speak.

4. Consideration and possible approval of all consent agenda items listed below: (BOD #2018-08 – 03)
   A. Board Meeting Minutes from July 18, 2018
   B. Board Work Session Minutes from August 1, 2018
   C. Image Trend Annual Service / Support for Elite Platform and RescueBridge Platform (Purchase Order #016112 and Purchase Order #016113
   D. SCBA Replacement Bottles

Motion by Clerk Gehrt to approve all consent agenda items. Seconded by Director Strand.
Vote 5 ayes, 0 nays. MOTION PASSED.

5. Discussion, presentation and possible approval of an updated organizational chart. (BOD #2018-08-04)

Motion by Director Strand to approve the updated Organizational Chart as presented. Seconded by Director Cross.
Vote 5 ayes, 0 nays. MOTION PASSED.
6. Discussion and possible approval of a Memorandum of Understanding (MOU) between Superstition Fire & Medical District and Superstition Fire & Medical Firefighters Chapter of Local 2260 and possible adoption of Resolution 2018-08-15-13. (BOD #2018-08-05)

Director Cross asked “Will Transportation Services employees be covered by the MOU?” Captain Walka explained that they would be covered under this MOU. Director Cross had concerns over changes to the MOU from 2017 that had not been reviewed by the Board of Directors.

Motion by Director Strand to approve the 2018 Memorandum of Understanding (MOU) between Superstition Fire & Medical District and Superstition Fire & Medical Firefighters Chapter of Local 2260 and possible adoption of Resolution 2018-08-15-13. Seconded by Director Moeller.

Vote 4 ayes, 0 nays, 1 abstain. MOTION PASSED

Ayes: Chairman House, Clerk Gehrt, Director Moeller, Director Strand
Abstain: Director Cross

7. Discussion and possible approval of Resolution 2018-08-15-14 relating to the adoption of a change to the public CPR class fee schedule due to the increase of American Heart Association AHA cards. (BOD #2018-08-06)

Motion by Director Strand to approve the changes to the CPR Fee Schedule as proposed. Seconded by Clerk Gehrt and Director Cross.

Vote 5 ayes, 0 nays. MOTION PASSED.

8. Discussion and possible approval of the U.S. Digital Designs G2 fire alerting system Service Agreement. (BOD #2018-08-07)

Motion by Clerk Gehrt to approve the Service Agreement with U.S. Digital Designs G2 Fire Station Alerting system in the amount of $57,244.85. Seconded by Director Cross.

Vote 5 ayes, 0 nays. MOTION PASSED.

9. Reports (BOD #2018-08-08)

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

Senior Leadership Reports

Fire Chief Update

Fire Chief Mike Farber
- Senior Leadership Team (SLT) Summit
• Promotional Process
• Recent incidents that benefited from the addition on E263
• Response time improvements

Operations Update
Assistant Chief of Operations Richard Mooney

• August 11 Structure Fire at 534 E. Kachina (A Shift)
• July 26 Structure Fire at 1100 S. Warner (B Shift)
• Wildland Crews Deployed
  o Type 6 (Farber, Ferguson & J. Garcia) Assisting Cal Fire
  o Type 3 (Logsdon, McCollough, Widick & Rocha) Assisting Cal Fire
  o Overhead for the State (Tavares) Winthrop, Washington - Glibert/Crescent Fire
• TRT Training (Rock Gym)
  o Ascend fix line, transition and rappel past a knot
  o Discussion on lead climbing, belay equipment & techniques
• Ladder Training
  o 3rd Quarter Ladder Training
• Modern Ladder Behavior
• EMS Training (Off-duty Paramedic CE)
  o Cardio/Cerebral Resuscitation
  o CVA Assessments
  o Crisis Management
  o Mountain Vista Updates
• August 15, Mountain Vista Hospital Stroke Award by American Heart/Stroke Association
  o L264 & M264 A Shift & Mountain Vista Hospital
  o Stroke Survivor Story
  o Crew: Briones, McCollough, Wagner, P. Garcia, Overson & DeMarco

Planning & Logistics Update
Assistant Chief of Planning & Logistics Richard Ochs

• August 2018 Captain Testing Process completed
  (Ryan Ledbetter, Bryan Hein, and Dan Elliott)
• September 2018 Implement a 5 Day Work Week in Fleet Services
• Contracts (State Fire and MVH)
• Plan Review – District developments

Administrative Services Update
Administrative Director Anna Butel

• Firefighter Offer Letters Went Out to Transportation Department Members Clint Musgrave and Brian Dover. They will be attending the Recruit Academy in October.
- 6 Part-Time Transportation Services Offer Letters Went Out (2 Paramedics and 4 EMT's).
- TeleStaff testing period for the new version will run from 8/12/18 – 9/4/18. If all goes well cutover will be 9/10/18.
- To align duties more accurately, Lexipol will be assigned to administrative services and the Operational Plan will be moved to Planning & Logistics.
- The Lexipol Kick Off meeting is scheduled for August 21, 2018

Finance / Accounting Services Update

Finance Director Roger Wood
- Accounting is aggressively processing Wild Land billings to start the payment “clock” as soon as possible.
- Significant out-of-state activity is occurring, and the federal government currently still owes the District $42,270 from a fire from October 2017.
- Another $99,016 has been billed related to Wild Land deployments in California in July.
- There are also three (3) deployments that have currently been extended and not yet billed.
- If the District is not paid before the FY19/20 budget is complete, these unpaid federal Wild Land amounts will negatively impact the budget.

Labor Update

No report given

Pension Board Update

Board Clerk Gene Gehrt: Firefighter Johnston is the 10th person to inter the DROP

Board Sanctioned Committees Update

No report given

10. Possible vote to go into Executive Session. The Board may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for legal advice with an attorney regarding the Bourgeois settlement agreement and recent correspondence from Mr. Bourgeois; Possible instructions to the District’s Attorney relating to the same pursuant to ARS §38-431.03(A)(4). (BOD #2018-08-09).

Motion by Director Strand to go into Executive Session at 6:44 p.m. pursuant to ARS §38-431.03(A)(3) for legal advice with an attorney regarding the Bourgeois settlement agreement and recent correspondence from Mr. Bourgeois and possible instructions to the District’s Attorney relating to the same pursuant to ARS §38-431.03(A)(4). Seconded by Director Cross.
Vote 5 ayes, 0 nays. MOTION PASSED.

Executive Session END TIME: 7:27 p.m.

11. Possible instructions to legal counsel regarding the Bourgeois matter. (BOD #2018-08-10)

The Board returned to regular session at 7:30 p.m.

Motion to proceed as directed by Legal Counsel in the Executive Session. Seconded by Director Strand.

Ayes: Chairman House, Clerk Gehrt, Director Moeller, Director Strand
Nays: Director Cross

Vote 4 ayes, 1 nays. MOTION PASSED.

12. New Business / Future Agenda Items (BOD #2018-08-11)
None.

13. Announcements (BOD 2018-08-N/A)
Chairman House thanked Fire Station 262-A for assisting his wife. They did a great job and he appreciates them taking care of her.

14. Adjourn (BOD #2018-08-12)

Motion by Director Strand at 7:34 p.m. to adjourn the meeting. Seconded by Director Cross.

Vote 5 ayes, 0 nays. MOTION PASSED.

Governing Board Approval:

[Signature]

Gene Gehrt, Board Clerk

Sherry Mueller
Superstition Fire & Medical District
Governing Board Meeting
Wednesday, August 15, 2018
5:30 pm

Agenda Item #1
BOD # 2018-08-01
Review and approval of the July, 2018 financial reports
and bank reconciliations.

Agenda Item #2
BOD # 2018-08-02
Recognition of employee performance, achievements, and
special recognition for community members.

29 Years of Service
Andy Kuhn
Captain/Paramedic

17 Years of Service
Paul Gruetzmacher
Firefighter/EMT
Mark Widiek
Firefighter/EMT

14 Years of Service
Jon Williamson
Captain/Paramedic
11 Years of Service
Kelly Bartz
Administrative Assistant II

4 Years of Service
Lori Havin
Account Clerk Specialist

3 Years of Service
Billy Warren
Transportation Services Manager

2 Years of Service
Clint Musgrave
Paramedic

Promotion to Mechanic II - Roger Nasello

Official Pinning Ceremony
Anna Butel
Services Director
Richard Mooney
Assistant Chief of Operations
Rick Ochs
Assistant Chief of Planning & Logistics
Recognition of Crew - E263 & M263

- Grandma remembered Leonard Sande would like to address SFMD Fire Board and Senior Leadership.
- E263 and M263 were dispatched to an adult code at 2400 E. Baseline Avenue on May 5, 2018. Patient's friend reported him feeling light headed and then he collapsed. Friend called 911. AJPO arrived and initiated CPR. E263 started treatment of patient with defibrillation, medications, airway adjuncts and CPR was continued. The patient was transported and regained pulses prior to arriving at Banner Goodfield Medical Center. The patient was later transferred to Banner Baywood Medical Center for continued follow-up.

Recognition continued

- Guests:
  - Daniel Elliott
  - Joe Stignty
  - Zachary Leon
  - Ryan Rodriguez
  - Clint Mungave (Transportation)
  - Sarah Koupal (Transportation)

- Mesa Fire Dispatch: Doris Rashid
- AJPO

Agenda Item #3

BOD #2018-08-04

Call to the Public

A.B.S. (360) 341-0143 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, individuals members of the public body may respond to the public comments 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 #2018-08-04

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

a. Board Meeting Minutes from July 10, 2018
b. Board Work Session Minutes from August 1, 2018
c. Image Trend Annual Service/Support for Fire Platform and Record Bridge (PO. #61612 and PO. #60613)
d. SCBA Replacement Bottles

Agenda Item #5

BOD #2018-08-04

Discussion, presentation and possible approval of an updated organizational chart.

Agenda Item #6

BOD #2018-08-05

Discussion and possible approval of a Memorandum of Understanding (MOU) between Superstition Fire & Medical District and Superstition Fire & Medical Firefighters Chapter of Local 2260 and possible adoption of Resolution 2018-08:15-13.
Memorandum of Understanding

Renewal 2018-2019

MOU Renewal Process

- Collaborative effort of the Labor/Management Group.
- The MOU draft has been sent out to all Unit Members for review.
- Accuracy has been confirmed by the Senior Leadership Team and the Chapter Executive Board.
- Affirms BOD approved wages, benefits, and working conditions
- This MOU will not result in any increase to wages and/or benefits.

Changes 2018-2019

- Updates to language allowing Transportation personnel to be inclusive as "Unit Members".
- Updated wage scale
- Association dues: MOU allows the District to increase or decrease the amount deducted in accordance with Local 2268 Bylaws.
- Grievance Procedure

Changes 2018-2019

- Earned Leave Buyout (ELBO) in accordance with §ARS
- Disciplinary Review Board language
- Clarification of the parameters of re-hiring an employee
- FLSA language for TS
- Staffing: No longer compromising E263

MOU Summary

- Structured collaborative process
- Focuses on areas of agreement, rather than differences.
- Identifies organizational goals
- Provides transparency, enhancing the organization and the service it provides.
- Outlines the rights of the employee and strengthens the rights of Management
- Historical tracking
- One year term from August 2018 to August 2019, unless an intervening financial crisis should occur.

THANK YOU FOR YOUR CONSIDERATION

QUESTIONS!
Agenda Item #7
BOD #2018-08-06

Discussion and possible approval of Resolution #2018-08-15-14 relating to the adoption of a change to the public CPR class fee schedule due the increase of American Heart Association (AHA) cards.

Agenda Item #8
BOD #2018-08-07

Discussion and possible approval of the U.S. Digital Designs G2 fire alarming system Service Agreement.

Agenda Item #9
BOD #2018-08-08

Reports
- Senior Leadership Team
- Labor
- Division Board
- Board Sanctioned Committees

Fire Chief Report

Senior Leadership Team (SLT) Summit
Development of the Operational Plan

Promotional Process
- 2 Assistant Chiefs
- 1 Administrative Services Director

Fires – Impact of E263

| SM E. Kochan
<table>
<thead>
<tr>
<th>F390001003 (6/11/2018)</th>
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<tbody>
<tr>
<td><strong>Unit</strong></td>
</tr>
<tr>
<td>E263</td>
</tr>
<tr>
<td>M263</td>
</tr>
<tr>
<td>E264</td>
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<tr>
<td>B264</td>
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<td>E213</td>
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<tr>
<td>B212</td>
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</tbody>
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1600 South Warren Rd
(208) 637-2374 (7/18/2018)

| **Unit** | **Response Time** | **4 Minutes** |
| E264 | 4.13 | / |
| E263 | 5.36 | / |
| B264 | 7.10 | / |
| E213 | 8.21 | / |
| E212 | 8.40 | / |

Travel Time with Additional Unit at 263

- 2017
- 2018
- Time Difference
Operations Update
August 11, 2018
Structure Fire 18-63801
534 E. Kachina
Kitchen Fire
A Shift

Operations Update Continued
July 26, 2018
Structure Fire 18-59274
1100 S. Warner #3
Defensive Fire
B Shift

Operations Update Continued
• Wildland Crews Deployed
• Type 6 (Farber, Ferguson & J. Garcia) California
• Assisting Cal Fire
• Type 3 (Logsdon, McCollough, Widick & Rocha)
• Assisting Cal Fire
• Overhead for the State (Tavera) Winthrop, Washington
• Gilbert/Crescent Fire

Wildland Pictures (Type 6 & Type 3)

Training
• TRT Training (Rock Gym)
  • Ascend fit line transitions and tarp past a limit
  • Discussion on lead climbing, belay equipment & techniques
• Ladder Training
  • 3rd Quarter Ladder Training
  • Modern Ladder Behavior
• EMS Training (Off-duty Paramedic CE)
  • Cardiac/Cerebral Resuscitation
  • CVA Assessments
  • Crisis Management
  • Mountain Veto Updates

Incident Type Categories

Total Calls
816
SFMD Award
- August 15, 2018 at Mountain Vista Hospital
- Stroke Award by American Heart/Stroke Association
- 1264 & M264 A Shift & Mountain Vista Hospital
- Stroke Survivor Story
- Briones, McCollough, Wagner, P. García, Overton & DeMarco.
- Video

Planning & Logistics Update
- August 2018 Captain Testing Process completed
  (Ryan Ledbetter, Bryan Heurn, and Dan Elliott)
- September 2018 Implement a 5 Day Work Week in Fleet Services
- Contracts (State Fire and MVI)
- Plan Review - District developments

Lennar Homes
Goldfield Rd & Old West Hwy
- 178 lots

Total Transports - Last Year vs This Year
- FY 2016/17
- FY 2017/18

Administrative Services Update
- Firefighter Offer Letters Went Out to Transportation Department
  Members Clint Mosgrave and Brian Dover. They will be attending the
  Recruit Academy in October.
- 6 Part-Time Transportation Services Offer Letters Went Out (2
  Paramedics and 4 EMTs)

Administrative Services Update
- Telestaff - Testing period for the new version will begin 8/12/18 and
  end 9/4/18. If all goes well, cutoff will be 9/10/18.
- To Align Dates More Accurately - Lexipol will be assigned to
  Administrative Services and the Operational Plan will be moved to the
  Planning and Logistics Chief.
- The Lexipol Kick Off Meeting is scheduled for August 21, 2018.

Kevin "Shorty" Johnston will be entering the DROP 09/14/18. He is our 10th
member to enter.
Finance/Accounting Services Update

- Accounting is aggressively processing Wild Land billings to start the payment “clock” as soon as possible.
- Significant out of state activity is occurring, and the federal government currently still owes the District $42,250 from a fire from October 2017.
- Another $92,016 has been billed related to Wild Land deployments in California in July.
- There are also three (3) deployments that have currently been extended and not yet billed.
- If the District is not paid before the FY19/20 budget is complete, these unpaid federal Wild Land amounts will negatively impact the budget.

Agenda Item #10

**BOD #2018.08.09**

Possible vote to go into Executive Session. The Board may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for legal advice with an attorney regarding the Bourgeois settlement agreement and recent correspondence from Mr. Bourgeois and possible instructions to the District’s attorney relating to the same pursuant to ARS §38-431.03(A)(4).

Agenda Item #11

**BOD #2018.08.10**

Possible instructions to legal counsel regarding the Bourgeois matter.

Agenda Item #12

**BOD # 2018.08.11**

New Business/Future Agenda Items

Agenda Item 13

**BOD #2018.08.11**

Announcements

Agenda Item #14

**BOD # 2018.08.12**

Adjourn