



Superstition Fire & Medical District

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

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

Regional Training Center
3700 East 16th Avenue
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Fleet & Facilities Services
1455 East 18th Avenue
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Governing Board Meeting Minutes

November 20, 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 TUESDAY, NOVEMBER 20, 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

The Pledge of Allegiance led by Chairman House.

C. Roll Call

Board Members in attendance were Chairman Todd House, Clerk Gene Gehrt, Director Jason Moeller and Director Larry Strand. Not present was Director Jeff Cross.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Richard Mooney, Administrative Services Director Anna Butel, and Finance Director Roger Wood.

Legal Counsel Gene Neil attended, along with Board Secretary and HR Generalist Sherry Mueller.

1. Review and approval of the October 2018 financial reports and bank reconciliations. (BOD #2018-11-01)

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

Seconded by Director Moeller.

Vote 4 ayes, 0 nays, **MOTION PASSED.**

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2018-11-02)



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November Employee Service Anniversaries were recognized:

27 Years:

*Captain / Paramedic **Mark Gomez***

12 Years:

*Software Administrator & IT Specialist **Lauren Daniel***

5 Years:

*Account Clerk Specialist – AP/AR **Jenn Burke***

3 Years:

EMT Ron Demarzo

EMT Justin Mueller

Paramedic Trevor Overson

Paramedic Chad Rutledge

Paramedic Jim Tucci

1 Year:

Paramedic Jake Millan

EMT Lucas Martinez

EMT Mark Nelson

Congratulations to Billy Warren on his recent graduation and receiving his Bachelor's Degree.

3. Call to the Public. (BOD #2018-11-N/A)

Tina Gerola, an employee of SFMD, publicly thanked Volunteer Jane Gehrt for her years of dedicated service. Tina said that Jane helped to start the Volunteer program, helped out with numerous events on weekends, and gave countless hours to SFMD over the years.



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4. Consideration and possible approval of all consent agenda items listed below (BOD #2018-11-03):

- A. Board Meeting Minutes from October 17, 2018
- B. Purchase of Portable Radios
- C. Equipment Purchase for new Engine (C-95)
- D. Agreement for TRWC

Motion by Director Moeller to approve all consent agenda items.

Seconded by Director Strand.

Vote 4 ayes, 0 nays, **MOTION PASSED.**

5. Discussion and possible approval of State Wildland Fire lease agreement at the Regional Training Center (RTC). (BOD #2018-11-04)

Fire Chief Mike Farber stated, we have been working for over a year to sublease RTC space to the Arizona Department of Forestry & Fire Management. The cost to AZ Dept. of Forestry will be \$8.00 per square foot for approximately 5000 square feet. The AJUSD will receive 30% of lease earnings with December 1, 2018 as the effective date.

Motion by Director Moeller to approve the Lease Agreement between Superstition Fire & Medical District and Arizona Department of Forestry and Fire Management.

Seconded by Director Strand.

Vote 4 ayes, 0 nays. **MOTION PASSED.**



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6. Review and possible approval of the Pinal / Maricopa County Elections Department canvass of the Fire Board Election on November 6, 2018 ballot. (BOD #2018-11-05)

This item is a requirement and part of the recent board election process, Per ARS §16-642(B): *"The governing body of a special district as defined in title 48 shall present to the board of supervisors a certified copy of the official canvass of the election at the next regularly scheduled meeting of the board of supervisors."*

Michele Forney with Pinal County Elections Department sent SFMD's Official Elections Canvass (attached). The first page is the breakdown of total votes cast for the Board Member contest, and then total early votes, polling place votes and provisional votes. The second page is a breakdown by precinct. SFMD had 34,589 active registered voters and 3,538 inactive registered voters.

Motion by Director Strand to approve the November 6, 2018 Official Canvass of the Election results.

Seconded by Director Moeller

Vote 4 ayes, 0 nays. **MOTION PASSED.**

7. Discussion, presentation and possible approval of the following policies (BOD #2018-10-06):

- 100 Fire Service Authority
- 101 Chief Executive Officer
- 102 Oath of Office
- 103 Policy Manual
- ~~202 Interim Directives~~ (This policy was pulled from the meeting for further review)
- 203 Training Policy
- 204 Liability Claims
- 205 Electronic Mail

Administrative Services Director Anna Butel said we have been working on our new policy manual through the Lexipol software. The Board Members will have a month to review these policies and approve the following month. The above policies are all foundational policies in chapter 1 and some in chapter 2.

No Motion



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8. Reports. (BOD #2018-10-09) Senior Leadership Team (SLT):

Fire Chief Mike Farber

- Veterans Parade and Ceremony
- Veterans Fitness Run
- ISO Updates
 - Chief Farber met with the AJ City Manager / AJ Water / AZ Water
 - A Shift Water Tender Shuttle
- Cradlepoint

Assistant Chief of Emergency Operations Richard Mooney

- October 30, 2018 – B Shift Fire incident – 102 S. Ironwood
- Leadership Training:
 - Battalion Chief Academy – Attended by SFMD Captains Dupuis, Shively, Fox, Walka, Gomez and Ehrlich – 6 day class
- Ladder / TRT Training:
 - Quarterly Ladder
 - TRT Ladder Operations
 - Scottsdale Training Center
 - TRT End of Year Exercise
- Wildland Deployment:
 - Type 3
 - Southern California
 - Woolsey Fire
 - Crew: Logsdon, Blackstone, Dold and Philips
- 771 Total Incidents in the last month

Administrative Services Director Anna Butel

- Recruit Firefighter Interviews
 - Final interviews will be held on 11/26/2018
 - The next step will be the Intern Academy scheduled for December 14th and 15th
- Leslie Harper – Hired as a Full Time Transportation Services Paramedic
- Sedona Aulik - Volunteer



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Pension Board

Clerk Gene Gehrt gave a Pension Board update. We have two Members going into the DROP in December (Dan McKinney and Mike Paul). The next Pension Board meeting will be on November 27 to accommodate the two going into DROP in December. We will have another Member going in to the DROP in February 2019 (John Christensen). Therefore, we will need another Pension Board meeting in January 2019.

Board Sanctioned Committees

- N/A

9. New Business / Future Agenda Items. (BOD #2018-11-08)

None.

10. Announcements (BOD #2018-11-N/A)

Fire Chief Mike Farber presented a gift and thank-you card to Volunteer Jane Gehrt for her years of service to SFMD. Fire Chief Mike Farber presented a plaque to Gene Gehrt for his years of service as a Board Member from 2014 to 2018. Chief thanked Gene for his support.

11. Adjourn (BOD #2018-10-11)

Motion by Director Strand at 6:04 PM to adjourn the meeting.

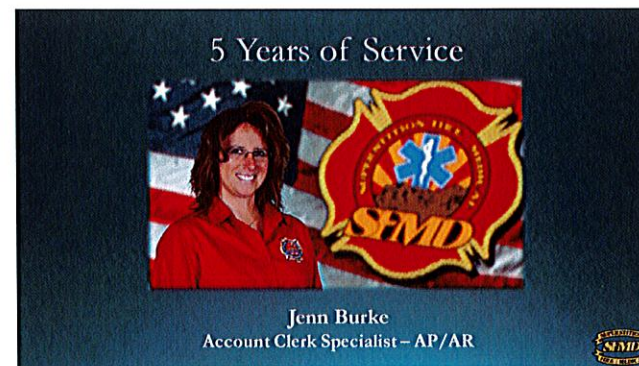
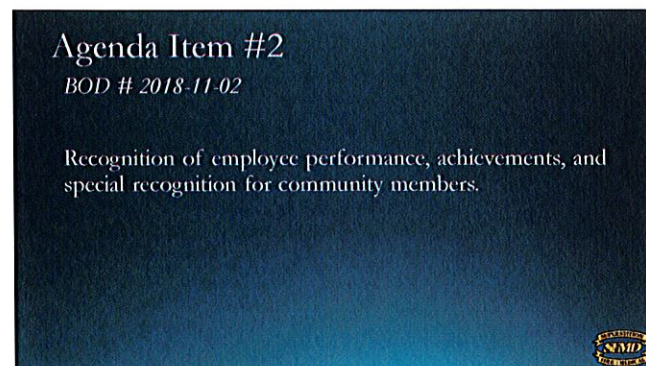
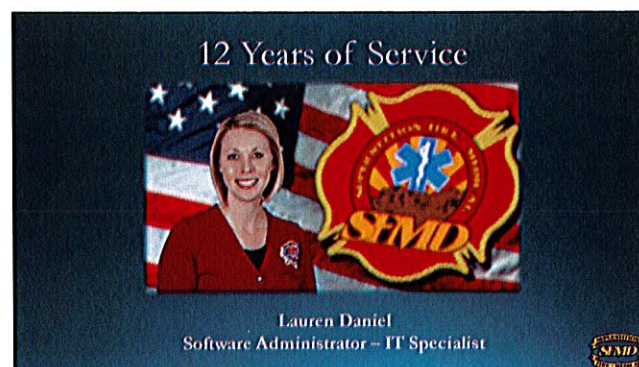
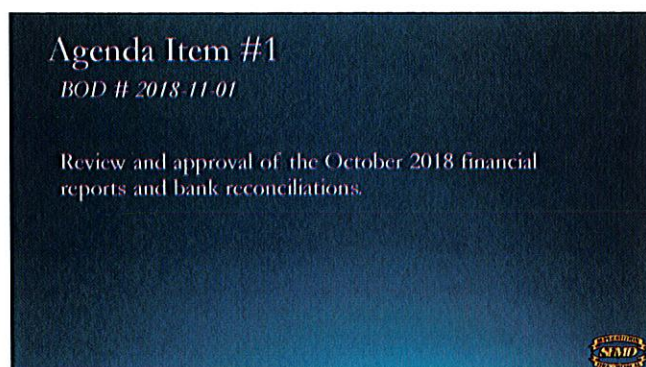
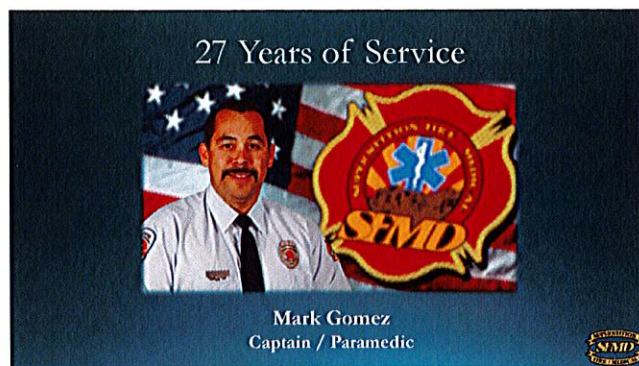
Seconded by Clerk Gehrt.

Vote 4 ayes, 0 nays. **MOTION PASSED.**

Governing Board Approval:

Board Member

Sherry Mueller



3 Years of Service



Ron Demarzo
EMT



Justin Mueller
EMT



1 Year of Service



Lucas Martinez
EMT



Mark Nelson
EMT



3 Years of Service



Trevor Overson
Paramedic



Chad Rutledge
Paramedic



Congratulations on your Bachelors Degree



Billy Warren
Transportation Services Manager



3 Years of Service



Jim Tucci
Paramedic

1 Year of Service



Jake Millan
Paramedic



Agenda Item #3

BOD # 2018-11-n/a

Call to the Public

A.R.S. §38-431.01(F) 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 #7

BOD #2018-11-06

Review and possible approval of the Pinal / Maricopa County Elections Department canvass of the Fire Board Election on November 6, 2018 Ballot.



Agenda Item #4

BOD # 2018-11-03

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

- a. Board Meeting Minutes from October 17, 2018
- b. Purchase of Portable Radios
- c. Equipment Purchase for new Engine (C-95)
- d. Agreement for TRWC



Agenda Item #8

BOD #2018-11-07

Discussion and possible approval of the following Policies:

- 100-Fire Service Authority
- 101-Chief Executive Officer
- 102-Oath of Office
- 103-Policy Manual
- 203-Training Policies
- 204-Liability Claims
- 205-Electronic Mail

Brought for review at the November 20, 2018 Board Meeting for final approval at the December 19, 2018 Board Meeting.



Agenda Item #5

BOD #2018-11-04

Discussion and possible approval of State Wildland Fire Lease Agreement at the Regional Training Center (RTC).

State Fire currently wishes to lease 5,085 sq/ft at a cost of \$8 per sq/ft the district will earn \$3,390 monthly or \$40,680 annually.

The School District has requested 30% of our lease earning (\$12,200) based upon the above calculations. Resulting in \$28,480 in annual potential earning for the district.

This Lease Agreement also incorporates an 18% per sq/ft utility usage charge. This allows the district to recover \$10,980 of utility costs.



Agenda Item #8

BOD #2018-11-07

Reports

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



Fire Chief Report

- Veteran's Parade & Ceremony
- Veteran's Fitness Run
- ISO Update
 - City Manager/AJ Water/ AZ Water
 - A Shift Water Tender Shuttle
- Cradlepoint



Ladder/TRT Training



- Quarterly Ladder
- TRT Ladder Operations
- Scottsdale Training Center
- TRT End of Year Exercise



Operations Update Fire Incident



- October 30, 2018
- 18-85896
- B Shift
- 102 S. Ironwood #89
- Fully-Involved Trailer
- Exposures Protected



Operations Update



- Wildland Deployment
- Type 3
- Southern California
- Woolsey Fire
- Crew: Logsdon, Blackstone, Dold & Philips



Leadership Training



- BC Academy
- Six SFMD Captains
- Dupuis, Shively, Fox, Walka, Gomez & Ehrlich
- 6 Days of Classes



Incident Type by Category

Rescue/EMS,
554, 72%

Service Call, 91,
12%

Good Intent
Call, 56, 7%

Unknown, 37,
5%

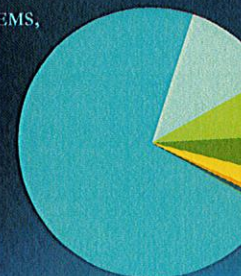
False
Alarm/Call, 20,
3%

Other, 6, 1%

Hazardous Condition, 5, 1%

Special, 2, 0%

Total
Incidents
771



Administrative Services Update

- Recruit Firefighter Interviews:
- The final set of interviews will be held on 11/26/18
- The next step will be the Intern Academy scheduled for December 14th & 15th
- Leslie Harper - Hired as Full Time Transportation Services Paramedic
- Sedona Aulik – Volunteer



Director & Volunteer Recognition

- Gene Gehrt, Board Clerk



- Jane Gehrt, Lead Volunteer



Agenda Item #9

BOD # 2018-11-08

New Business/Future Agenda Items



Agenda Item #11

BOD # 2018-11-09

Adjourn



Agenda Item 10

BOD #2018-11-n/a

Announcements

