



Superstition Fire & Medical District

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

Administration Office
565 North Idaho Road
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Governing Board Meeting Minutes

June 19, 2019

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, JUNE 19, 2019. 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 Kathleen Chamberlain, Director Jason Moeller, Director Larry Strand and Director Jeff Cross.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Rick Ochs, Deputy Chief Jeff Cranmer and Finance Director Roger Wood. Administrative Services Director Anna Butel and Assistant Chief Richard Mooney were not present.

Legal Counsel William Whittington (attended via conference call) and Board Secretary and HR Generalist Sherry Mueller attended.

1. Review and approval of the May 2019 financial reports and bank reconciliations. (BOD #2019-06-01)

Motion by Director Strand to approve the May 2019 financial reports and bank reconciliations.

Seconded by Director Cross.

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

2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2019-06-02)

June Employee Service Anniversaries were recognized

25 Years of Service:

- Jeff Cranmer, Deputy Chief
- Mike Wolfe, Engineer / Paramedic



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18 Years of Service:

- Ryan Elowe, Firefighter / EMT / TRT

13 Years of Service:

- Alex Dupuis, Captain / Paramedic
- Bill Tavares, Firefighter / Paramedic

12 Years of Service:

- Brandon Blessum, Engineer / EMT
- Ryan Rodriquez, Firefighter / Paramedic
- Geof Shively, Captain / Paramedic

3. Call to the Public. (BOD #2019-06-N/A)

None.

4. Consideration and possible approval of all consent agenda items listed below (BOD #2019-06-03):

- A. Board Meeting Minutes from May 15, 2019
- B. Delta Dental PPO Contract for FY2019/2020
- C. United Healthcare Medical Confirmation of Renewal for FY2019/2020
- D. Adoption of Resolution 2019-06-19-04 – Wells Fargo Credit Line for FY2019/2020
- E. Transfer Funds for the 6/30/2019 Debt Service Payments
- F. Approval of Combined Resolution affecting County Treasurer Transactions for FY2019/2020

Motion by Director Moeller to approve all consent agenda items.

Seconded by Director Cross and Director Strand.

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

5. Discussion, consideration and possible action regarding the development of the Tentative Fiscal Year 2019/2020 Revenue and Expenditure Budget and adoption of Resolution 2019-06-19-03. (BOD #2019-06-04)

Fire Chief Mike Farber discussed the Fiscal Year 2019/2020 Revenue and Expenditure Budget and outlined the basic components:

Guiding Philosophies:

- ❖ Personnel Development; Leadership, Education and Incident Command Skills
- ❖ Personnel Health & Safety; Cancer Prevention, Risk Reduction, Equipment Modification
- ❖ Technology Driven; Efficiency and Cost Effectiveness
- ❖ Capital Equipment; Quality Apparatus and Equipment



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Guiding Principles:

- ❖ Being Innovative
- ❖ Being Data Driven
- ❖ Being Transparent

Personnel Development:

- ❖ Battalion Chief Academy
- ❖ Captain's Quarterly Conferences
- ❖ Paramedic School
- ❖ Additional Fire Investigation Training
- ❖ Battalion Chief Testing
- ❖ Holiday Pay Incentive for Shift Personnel
- ❖ Civilian Market Adjustment
- ❖ Benefit Dollars increased to \$425 PPP
- ❖ Labor Relations Consulting (The Working Group)
- ❖ Fire Chief Search Contingency

Personnel Health & Safety:

- ❖ Cancer Screening for all 94 suppression employees
- ❖ Nomex hoods
- ❖ SAFER Grant Participation
- ❖ Active Shooter Vests and Equipment (10 sets)

Technology Driven:

- ❖ Annual Preplanner's Contract
- ❖ Heart Monitors
- ❖ Fire View Dashboard
- ❖ FARO ScanPlan 2D Mapping Device
- ❖ Dual Band Radios
- ❖ EPCRS, Servers, DFS/CYMA Service Updates
- ❖ G2 Upgrades
- ❖ TOPAZ Infrastructure Investment

Finance Director Roger Wood presented a high-level discussion of the Fiscal Year 2019/2020 Tentative Revenue and Expenditure Budget. This Budget will be finalized at the July 17, 2019 Board of Directors Meeting. Director Cross brought up the question about bulletproof vests and why we are only going to purchase a set of 10 vests for two units. The reasoning behind 10 vests is that they have a shelf life of only 5 years. There was discussion among the Board and Senior Leadership regarding purchasing enough vests for every unit. The Board Members agreed that we should purchase 40 vests for all 6 units and add the additional funding to the budget total.



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Motion by Director Strand to Adopt Resolution 2019-06-19-03 adopting a tentative budget in the amount of \$22,298,226.86 for the fiscal year beginning July 1, 2019 and ending on June 30, 2020 and giving notice to the public of the tentative budget, as well as a time and place for a public meeting to hear comments prior to final adoption of the budget as required by law. **Seconded** by Director Strand.

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

6. Discussion and presentation of the following Policies Brought for review at the May 15, 2019 Board Meeting for final approval at the June 19, 2019 Board Meeting. (BOD #2019-06-05)

- 1026 – Smoking and Tobacco Use
- 1027 – Drug and Alcohol Free Workplace
- 1028 – Personal Appearance Standards
- 1029 – Uniform Regulations
- 1030 – Badges
- 1031 – Identification Cards
- 1032 – Occupational Disease and Work Related Injury Reporting
- 1033 – Temporary Modified Duty Assignments
- 1034 – Release of HIPPA Protected Information
- 1035 – Return to Work
- 1037 – Line of Duty Death and Serious Injury Notification

Motion by Director Strand to approve policies Smoking and Tobacco Use, Drug and Alcohol Free Workplace, Personal Appearance Standards, Uniform Regulations, Badges, Identification Cards, Occupational Disease and Work Related Injury Reporting, Temporary Modified Duty Assignments, Release of HIPPA Protected Information, Return to Work and Line of Duty Death and Serious Injury Notification. **Seconded** by Director Cross.

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

7. Discussion and presentation of the following Policies brought for review at the June 19, 2019 Board Meeting for final approval at the July 17, 2019 Board Meeting. (BOD #2019-06-06)

- 1036 – Line-of-Duty-Death
- 1038 – Family Support Liaison
- 1039 – Funerals
- 1040 – Family and Medical

NO MOTION



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8. Reports (BOD #2019-06-07)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- **Woodbury Fire**

- > Working with Incident Management Team
- > Radio Station Interview with Rich Nieto (IC)
- > Channel 3 and 5 Interview
- > Two Public Meetings with Community

Daily:

- Morning Operations Meeting 06:00
- Command and General Staff Meeting 09:00
- Cooperators Meeting 10:00
- Public information Meeting 11:30
- Tactics and Strategy Meeting 17:00
- Planning Meeting for Next Day Operations 19:00

- **Banning Fireworks**

- Sales and Public use
- Effective Immediately through October 1st.
- City of AJ Fourth of July Show still scheduled to occur.

- **SFMD Family Announcements**

- Two employees have lost loved ones recently

- **Annexation Meeting with the City Manager. Future Annexations to Hwy 24.**

Assistant Chief of Operations Richard Mooney (Deputy Chief Cranmer Presenting)

- May 31st Field Fire
- June 2nd Strip Mall Fire
- Wildland Update
- White Wing Fire, May 30th (Tavares, Blackstone, A. Martinez)
- Bylass Fire, June 11th (Logsdon, Briones, McCollough)
- Woodbury Fire, June 18th (Tavares)
- Active Shooter Training (Pinal County)



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Assistant Chief of Planning & Logistics Richard Ochs

- Mechanic Position – Return to a 4 day workweek
- New Pumper delivery – Hughes Sales
- MDRC new CAD implementation: (VersaTerm)
- Meeting with Pinal County Development Services Staff, Public Works Director and Emergency Mgt. regarding Plan Review.
- Growth & Development
- Dutch Bros Coffee
- Panda Express
- Mountain America Credit Union

Administrative Services Director Anna Butel

- All personnel have completed their Open Enrollment

Labor – Captain John Walka

- We will plan to implement *The Working Group* in August

9. New Business / Future Agenda Items. (BOD #2019-06-08)

None.

10. Announcements (BOD #2019-06-N/A)

Chairman House stated that he attended a Pinal County Supervisors meeting and publicly thanked the Type I Incident Management Team for the public information they provide and for helping to assure community members that they are safe from the Woodbury Fire.

11. Adjourn (BOD #2019-06-09)

Motion by Director Strand at 6:36 PM to adjourn the meeting.

Seconded by Clerk Chamberlain.

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

Governing Board Approval:

Board Clerk Kathleen Chamberlain
Sherry Mueller