



# Superstition Fire & Medical District

Phone (480) 982-4440 ~ [sfmd.az.gov](http://sfmd.az.gov)

**Administration Office**  
565 North Idaho Road  
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**Regional Training Center**  
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## Governing Board Meeting Minutes

### September 18, 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, SEPTEMBER 18, 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 Director Moeller.

#### C. Roll Call

Board Members in attendance were Chairman Todd House, Clerk Kathleen Chamberlain, Director Larry Strand, Director Jason Moeller and Director Jeff Cross (attended via phone).

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

Legal Counsel William Whittington attended via phone and Board Secretary and HR Generalist Sherry Mueller attended.

#### 1. Review and approval of the August 2019 financial reports and bank reconciliations. (BOD #2019-09-01)

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

**Seconded** by Director Moeller.

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

#### 2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2019-09-02)

#### September Service Anniversaries

- Mike Farber, Fire Chief – **34 Years of Service**
- Richard Ochs, Assistant Chief – **28 Years of Service**
- Mike Paul, Captain/Paramedic/TRT – **27 Years of Service**
- Nat Erickson, Firefighter/TRT – **21 Years of Service**
- Kevin "Shorty" Johnston, Engineer/TRT – **21 Years of Service**
- Rich Mooney, Assistant Chief – **21 Years of Service**



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- Jose Sepulveda, Engineer – **21 Years of Service**
- John Taylor, Engineer – **19 Years of Service**
- Jim Crowley, Engineer/Paramedic – **17 Years of Service**
- Craig Halver, Captain/Paramedic – **17 Years of Service**
- Aaron McDonald, Engineer – **17 Years of Service**
- Ruben Briones, Captain/Paramedic – **14 Years of Service**
- Tanner Fox, Captain/Paramedic – **14 Years of Service**
- Rob McMinn, Engineer – **14 Years of Service**
- Randy Vandekrol, Firefighter/Paramedic/TRT – **14 Years of Service**
- Eric Ellsworth, Firefighter/Paramedic – **13 Years of Service**
- Dustin Farber, Captain/Paramedic – **13 Years of Service**
- Ken Simkins, Firefighter/Paramedic – **13 Years of Service**
- Travis Yates, Firefighter/Paramedic – **3 Years of Service**
- Jack Hafer, EMT – **2 Years of Service**

**3. Call to the Public. (BOD #2019-09-N/A)**

None.

**4. Consideration and possible approval of all consent agenda items listed below (BOD #2019-09-03):**

- A. Board Meeting Minutes from August 21, 2019
- B. Executive Meeting Minutes from August 21, 2019
- C. First Amendment to the Contract for Advisory Services with Galloway Asset Management, LLC
- D. Gold Canyon Arts Festival Medical Staffing Agreement

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

**Seconded** by Director Strand.

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

**5. Discussion, presentation and possible approval of the 2019/2020 Operational Plan and possible adoption of Resolution #2019-09-18-07. (BOD #2019-09-04)**

Software Administrator & IT Specialist Lauren Daniel presented an overview of the Operational Plan which included each Division, Department, Special Team and Committee goals and objectives for the fiscal year. The growth and annexation to coincide with the City of Apache Junction was discussed as well as the Strategic Plan for 2020 – 2025, Accreditation with CFAI as well as the increase of the SFMD Financial Reserve to 2.25 million dollars.

**Motion** by Director Strand to approve the 2019/2020 Operational Plan and possible adoption of Resolution #2019-09-18-07. **Seconded** by Director Cross.

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





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**6. Discussion and presentation of the following Policies brought for review at the August 21, 2019 Board Meeting for final approval at the September 18, 2019 Board Meeting. (BOD #2019-08-05)**

- 800 – Records Management
- 801 – Release of Records
- 802 – Subpoenas and Court Appearances
- 803 – Patient Medical Record Security and Privacy
- ~~1008 – Tuition Reimbursement~~  
(Tuition Reimbursement pulled and moved to October 16, 2019 Board Meeting)
- 1015 Outside Employment
- 1042 – Driver License Requirements

**MOTION** to approve policies: Records Management, Release of Records, Subpoenas and Court Appearances, Patient Medical Record Security and Privacy, Outside Employment and Driver License Requirements”. **Seconded** by Clerk Chamberlain.

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

**7. Discussion and presentation of the following Policies brought for review at the September 18, 2019 Board Meeting for final approval at the October 16, 2019 Board Meeting. (BOD #2019-09-06)**

- 400 – Fire Inspections
- 403 – Code Enforcement
- 404 – Alternative Materials and Methods Requests
- 405 – Community Fire Station Visit Program
- 406 – Fireworks Displays
- 407 – Hazardous Materials Disclosures
- 408 – Maximum Occupancy – Overcrowding
- 1008 – Tuition Reimbursement

**8. Reports (BOD #2019-09-07)**

**Senior Leadership Team (SLT):**

Fire Chief Mike Farber

- Attended Stymie’s (Steve Gereg) Retirement
- Award Ceremony for the Sons of the American Revolution
- Avalon tribute to 9/11 Patriots Day
- 9/25/19 Works Session at 5:00 pm – discussion of Fire Chief selection process
- Fire Chief Evaluation – Chairman House stated it should have been done in July. Needs to be added to the Board calendar.



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- Chairman House said he would like to have Fire Chief Evaluations bi-annually. Clerk Chamberlain and Director Cross agreed that bi-annual evaluations would be appropriate. Chairman House would like to schedule an Executive Session in the October Board Meeting to discuss the Fire Chief Evaluation criteria.

## Assistant Chief of Operations Richard Mooney

- Sept. 12th recognized 95th Birthday for World War II Veteran

## **Incidents**

- Wildland Assignment, Type 3 to California. Crew: Logsdon, Crowley, Widick, Rivera
- Structure Fire, 3710 S. Goldfield. C-Shift
- Car & Structure Fire, 1150 N. Delaware. C-Shift
- Brush Fire on Sept. 6th. B-Shift
- Structure Fire, 592 S. Grand. C-Shift
- Mountain Rescue with multiple patients, LD State Park, Aug. 22nd.

## **Training**

- Video Laryngoscopes in service
- Regional Incident Command Training

## **Assistant Chief of Planning & Logistics Richard Ochs**

- Oct. 1st Open Burning Restrictions to be lifted
- Oct. 9th Open House at FS263 from 5:00-7:00 pm for Fire Prevention Week
- Sept. Fire Safety Presentations begin in elementary schools
- 9/20 Peralta Trial Elem. School Egg Drop from L264 at Family Steam Night.
- 9/20 Parks & Rec Watermelon Bust Competition – Crew will compete at Multi-Generational Center.

## **Growth & Development**

- Peralta Canyon, Phase II
- Entrada Del Oro, additional parcel - 101 lots
- Four Apartment Building – 24 total units
- Panda Express

## Administrative Services Director Anna Butel

- New Transportation Services employee, Kevin Bowman – Paramedic
- Training Captain Testing Process 8/27/19
- Pohlmann, Fox and Joe Garcia were all successful in the process
- Battalion Safety Officer Testing Process 9/4/19
- Pohlmann, Halver and Brooks were all successful in the process
- Stay tuned for Battalion Chief Testing – Next Week



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- Password changes have been completed
- Gateway – TeleStaff to ImageTrend Gateway

### **9. New Business / Future Agenda Items. (BOD #2019-09-08)**

Chairman House suggested that he would like to hear more history of the employees that are being recognized for service anniversaries.

### **10. Announcements (BOD #2019-09-N/A)**

Fire Chief Mike Farber announced that Retired Fire Chief Jim Geil's wife passed away Monday morning, September 16, 2019. Services will be announced once they are scheduled. Chief Geil served from 1982 until 1991. His wife, Carol Jean (CJ), a critical care nurse was also well connected to the AJFD and taught EMS CE classes for years to the department's membership.

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

**Motion** by Director Strand at 6:23 p.m. to adjourn the meeting  
**Seconded** by Director Moeller.

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

**Governing Board Approval:**



Board Clerk Kathleen Chamberlain  
*Sherry Mueller*