



Superstition Fire & Medical District

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

Administration Office
565 North Idaho Road
Apache Junction, AZ 85119
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Governing Board Meeting Minutes

February 19, 2020

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, FEBRUARY 19, 2020. 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 Larry Strand, Director Jeff Cross and Director Jason Moeller.

Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Rick Ochs, Finance Director Roger Wood, Deputy Chief Jeff Cranmer and Administrative Services Director Anna Butel. Legal Counsel William Whittington and Board Secretary and HR Generalist Sherry Mueller attended.

1. Review and approval of the January 2020 financial reports and bank reconciliations. (BOD #2020-02-01)

Motion by Director Strand to approve the January 2020 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 #2020-02-02)

SFMD Early Organizational History

Fire Chief Edward Stark 1955 - 1960

➤ Rehab of original Fire Truck

Fire Chief Francis Dangler 1960 – 1967

Fire Chief Howard Jones 1967 - 1971

Firefighters of the Year Award - 2019

Randall Vande Krol, Firefighter

Robert Vande Krol, Engineer



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Transportation Services Employee of the Year Award – 2019

Sarah Koupal, EMT

Administrative Services Employee of the Year Awards – 2019

Lori Hlavin, Account Clerk Specialist

Sherry Mueller, Human Resources Generalist

January Service Anniversaries

30 Years: Fire Captain/Paramedic Paul Perkins

20 Years: Fire Captain / Paramedic Carlos Rivera

11 Years: Fleet Services Manager Vaughn Croshaw

7 Years: Firefighter / Paramedic David Endres

Firefighter Monte Fuller

Firefighter Anthony Martinez

Firefighter / Paramedic Chris Furgeson

4 Years: EMS Coordinator Eileen Blackstone

Human Resources Generalist Sherry Mueller

2 Years: Paramedic Crystal Martin

1 Year: Firefighter John Rankin

Firefighter Matt Leon

Paramedic Ryan Markham

Paramedic Kyle Fischer

Firefighter Joe Potter – Graduates from Phoenix Fire Academy on 2/7/2020

3. Call to the Public. (BOD #2020-02-N/A)

None.

4. Consideration and possible approval of all consent agenda items listed below (BOD #2020-02-03):

- A. Board Meeting Minutes from January 15, 2020
- B. Executive Session Minutes from January 15, 2020
- C. Renewal of Contract for Property and Casualty Insurance Service
- D. Arizona Department of Forestry and Fire Management Cooperative Fire Rate Schedule
- E. Contract Renewal with PhoenixNAP Data Center and Colocation
- F. Purchase of two (2) LifePac 15 Heart Monitors



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Motion by Director Moeller to approve all consent agenda items for February 19, 2020.

Seconded by Director Cross.

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

5. Discussion of the Fiscal Year 2020/2021 Tax Abstract for Pinal and Maricopa Counties, and its impact on the development of the Fiscal Year 2020/2021 Revenue Budget. (BOD #2020-02-04)

Finance Director Roger Wood presented the following numbers to the Board of Directors:

NAV increase for Pinal County: 5.97%
for Maricopa County: 2.83%
Combined increase: 5.97%
+\$788,893 for 100 Fund at \$3.25 tax rate
+\$ 60,684 for 200 Fund at \$0.25 special assessment
+\$ 42,034 for Debt Principal/Interest Funds at \$0.17 special assessment

No Motion

6. Discussion and presentation of the Public Safety Personnel Retirement System (PSPRS) actuarial report overview, and an update of the District's DROP participants. (BOD #2020-02-05)

Director Larry Strand talked about the PSPRS investments report and the current net investment balance of \$10,600,000,000. Director Strand also discussed the number of people currently in the DROP (15 employees) along with those who have retired (15 retirees) from SFMD. Director Strand would like to invite PSPRS representative / Phoenix Fire Captain Brian Moore to give a presentation and overview of PSPRS.

Finance Director Roger Wood presented the following numbers related to PSPRS to the Board of Directors:

Arizona Funded % 46.2% for Tier 1 & 2
123.1% for Tier 3
SFMD Funded % 63.58% for all tiers

SFMD ER Contribution rates for FY20/21

Tier 1 & 2 31.84% - 35.84% up 2.36 pts
Tier 3 26.01% - 29.01% up 0.67 pts

No Motion



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7. Discussion, presentation and possible approval of the following Policies brought for review at the January 15, 2020 Board Meeting for final approval at the February 19, 2020 Board Meeting. (BOD #2020-02-06)

- 402 – Fire Investigations
- 409 – Youth Firesetter Referrals
- 410 – Fire Watch Services
- 703 – Use of District Vehicles
- 704 – Information Technology Use`
- 707 – Communications Operations
- 708 – Public Alerts
- 709 – Photography and Electronic Imaging
- 1022 - Physical Fitness – Revised
- 1100 - Facility Security

NOTE: Policy 701 – *Personal Communication* Devices policy was pulled from this list for further discussion.

MOTION by Director Strand to approve policies: Fire Investigations, Youth Firesetter Referrals, Fire Watch Services, Use of District Vehicles, Information Technology Use, Communication Operations, Public Alerts, Photography and Electronic Imaging, Physical Fitness and Facility Security.

Seconded by Director Cross.

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

8. Discussion and presentation of the following Policies brought for review at the February 19, 2020 Board Meeting for final approval at the March 18, 2020 Board Meeting. (BOD #2020-02-07)

- 600 - Fire Apparatus Driver/Operator Training
- 601 – CPR and Automated External Defibrillator Training
- 602 – Communicable Disease Training Program
- 603 – Emergency Action Plan and Fire Prevention Plan Training
- 604 – Hazard Communication Program Training
- 605 – Hazardous Materials (HAZMAT) Training
- 606 – Hearing Conservation and Noise Control Training
- 607 – Heat Illness Prevention Training
- 608 – Health Insurance Portability and Accountability Act (HIPAA) Training
- 609 – National Incident Management System (NIMS) Training
- 611 – Respiratory Protection Training
- 612 – Wildland Fire Shelter Deployment Training
- 613 – Training Records
- 614 – Firefighter Health, Safety and Survival Training



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- 1014 – Personnel Complaints
- 1020 – Grievance Procedure

No Motion

9. Discussion and possible approval of the Health Equity (H.S.A. provider) integration with Nationwide 457(b) program. (BOD #2020-02-08)

This item was pulled from the Agenda until the March 18, 2020 Board Meeting.

10. Reports (BOD #2020-02-09)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- Tour of East Mart with City Officials
- Fireworks ban discussion with the City Council
- Attended the State of the City address
- Organizational changes – Job Duties Alignment – Streamline processes

Deputy Chief Jeff Cranmer

Incidents

- Structure Fire, February 6th at 710 S. Warner Dr.
- Structure Fire, February 12th at 856 E. Friar Ave.

Training:

- Qty. Driver/Pumping training
- TRT Training
- ACLS recertification class

Assistant Chief of Planning & Logistics Richard Ochs

- Contact work at FS261 – Grout cleaning/sealing
- Annual Radio upgrades
- EMS Standby Events

Community Events

- February is American Heart Health Month
- 400 Six Grade Students will learn how to save a life with Hands-Only CPR
- Feb. 24th & 27th Headstart Preschool Community Helpers Week.
- Crews will visit classes
- Feb. 29th SFMD will lead annual LDD Parade
-

Growth & Development

- Superstition Ridge – 152 Apartment units
- Villas on Superstition – 52 Town Home units
- Hatfield Medical Group



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- Tres Banderas – now Toast Gios

Administrative Services Director Anna Butel

National Fire Protection Association (NFPA)

- Each year SFMD participates in the Fire Experience survey which produces nationwide fire statistics. Details:

- The average age of a SFMD firefighter is 43
- There were zero civilian fire deaths
- The highest property loss for 2019 was \$200,000
- One structure fire was intentionally set
- One vehicle fire was intentionally set
- There were three vehicle accidents with zero injuries
- National Fire Incident Reporting (NFIRS)
- SFMD also sends all response data to NFIRS each year.
- Data has been sent to NFIRS since the early 2000's.
- NFIRS reporting is required for federally funded program such as grants.
- SFMD remains compliant with reporting requirements.

Brief discussion on possible new software to help streamline Administrative Services:
*NeoGov vs. Kronos

Assistant Chief of Operations Richard Mooney

- Attending a Leadership class in Prescott Valley – CAFFA
- One of twenty candidates selected for a prestigious program put on by IFC International and Motorola for mentoring future fire chiefs

11. New Business / Future Agenda Items. (BOD #2020-02-10)

Chairman House would like an overview and education on cancer presumption and PTSD in the fire service and any pending legislation on this subject.

Director Strand would like an update on the accreditation process at a future Board Meeting.

12. Announcements (BOD #2020-02-N/A)

Chairman House will not be participating in the Lost Dutchman Days Parade this year due to him being in Washington D.C. at that time.



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13. Adjourn (BOD #2020-02-11)

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

Seconded by Director Cross.

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

Governing Board Approval:

A handwritten signature in dark ink, appearing to read 'Sherry Mueller', is written over a horizontal line.

Board Clerk Kathleen Chamberlain
Sherry Mueller