



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 17, 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, JUNE 17, 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 (VIA CONFERENCE CALL) 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 Larry Strand.

C. Roll Call

Board Members in attendance were Chairman Todd House, Clerk Kathleen Chamberlain, Director Jason Moeller, Director Larry Strand and Director Jeff Cross who attended via conference call. Senior Leadership Team in attendance were Fire Chief Mike Farber, Assistant Chief Richard Mooney, Assistant Chief Rick Ochs, Finance Director Roger Wood, Acting Assistant Chief Jeff Cranmer and Administrative Services Director Anna Butel. Also in attendance was Board Secretary and HR Generalist Sherry Mueller. Legal Counsel William Whittington attended via conference call.

1. Review and approval of the May 2020 financial reports and bank reconciliations. (BOD #2020-06-01)

Motion by Director Strand to approve the May 2020 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 #2020-05-02)

Historical Review

History of the Governing Board



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June 2020 Service Anniversaries

- Jeff Cranmer, Acting Assistant Chief – **26 Years of Service**
- Mike Wolfe, Engineer/Paramedic – **26 Years of Service**
- Ryan Elowe, Firefighter/TRT – **19 Years of Service**
- Alex Dupuis, Captain/Paramedic – **14 Years of Service**
- Bill Tavares, Engineer/Paramedic – **14 Years of Service**
- Brandon Blessum, Engineer – **13 Years of Service**
- Ryan Rodriquez, Firefighter/Paramedic – **13 Years of Service**
- Geof Shively, Captain/Paramedic – **13 Years of Service**

3. Call to the Public. (BOD #2020-06-N/A)

Due to the Covid-19 virus, the Board Meeting was a closed-door meeting to the public. A notice was posted on our website, front door, Regional Training Center and Station 264 with our conference call number and pin code if anyone from the public wanted to call in and listen to the meeting. There was no person from the public over the conference phone.

NONE

4. Consideration and possible approval of all consent agenda items listed below (BOD #2020-06-03):

- A. Board Meeting Minutes from May 20, 2020
- B. Approval of the Combined Resolution affecting County Treasurer Transactions for FY20/21
- C. Transfer Funds for the 6/30/2020 Debt Service Payments
- D. Preplanners, LLC Agreement Renewal – **(PULLED until July 2020 Board Meeting)**
- E. Professional Services Agreement for GIS Data Custodian Services (Preplanners, LLC) **(PULLED until July 2020 Board Meeting)**
- F. FY20/21 Benefit Insurance Confirmation / Renewals: United Healthcare, Delta Dental, VSP, The Standard, AETNA
- G. Mediacom Contract Change Order

Motion by Director Moeller to approve all consent agenda items except “D” and “E” for June 17, 2020.

Seconded by Director Strand

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



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5. Discussion, consideration, and possible action regarding the development of the Tentative Fiscal Year 2020 / 2021 Revenue and Expenditure Budget and adoption of Resolution 2020-06-17-06. (BOD #2020-06-04)

There was a robust discussion on the details of the FY20/21 budget details.

There was also discussion regarding three contracted positions: Fire Inspector, Fire Investigator and NIMS / ICS Trainer. NIMS / ICS training is to bring us current on our certifications.

At the conclusion of the discussion, the Board approved the tentative budget for FY20/21.

Motion by Director Moeller to Adopt Resolution 2020-06-17-06 adopting a tentative budget in the amount of \$23,625,291.61 for the fiscal year beginning July 1, 2020 and ending June 30, 2021 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 possible approval of the consolidated results of the June 30, 2019 Arizona Public Safety Personnel Retirement System actuarial validation. (BOD #2020-06-05)

Per A.R.S. §38-847(D)(7), the Local Board is “To receive and review the actuarial valuation of the system for its group of members.” This report is the consolidated result of the total fund for all of the Arizona PSPRS as of June 30, 2019.

At the highest summary level, the report indicates the following key metrics for the consolidated PSPRS pension system:

A. Funded percentage:	June 30, 2019	June 30, 2018
Tier 1 & 2 Pension	46.4%	45.8%
Tier 1 & 2 Health	120.2%	110.4%
Tier 3 Pension	123.1%	92.1%
Tier 3 Health	234.5%	104.2%

B. PSPRS received a clean audit opinion from the audit firm Heinfeld, Meech & Co., P.C.

Motion by Director Strand to approve the Comprehensive Annual Financial Report that documents the consolidated actuarial valuation results of the Arizona Public Safety Personnel Retirement System as of June 30, 2019.

Seconded by Director Moeller and Director Cross

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



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7. Discussion and possible approval of the annual actuarial valuation as of June 30, 2019 for the Superstition Fire & Medical (Apache Junction Fire District – 148) District's participation in the Arizona Public Safety Personnel Retirement System. (BOD #2020-06-06)

This report is also to be received and reviewed per A.R.S. This report provides the annual actuarial valuation of the Superstition Fire & Medical District's participation in the Arizona Public Safety Personnel Retirement System as of June 30, 2019, and applies directly to SFMD, with our current benefits and liabilities.

	July 1, 2018	July 1, 2019
SFMD Tier 1 & Tier 2 Contribution Rate	29.48%	31.84%
SFMD Tier 2 Defined Contribution Rate	4.00%	4.00%
SFMD Tier 3	25.34%	26.01%
SFMD Tier 3 Defined Contribution Rate	3.00%	3.00%
Employee Contribution Rate	7.65% / 11.65%	7.65%/11.65%
SFMD Tier 1 & 2 Funded Ratio	66.4%	65.0%
SFMD Tier 3 Funded Ratio	116.9%	89.3%

Motion by Director Moeller to approve the annual actuarial valuation report as of June 30, 2019 for the Superstition Fire & Medical District's participation in the Arizona Public Safety Personnel Retirement System.

Seconded by Director Strand

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

8. Discussion and possible action regarding Superstition Fire & Medical District's PSPRS Annual Pension Funding Policy #2020-06. (BOD #2020-06-07)

House Bill 2097 Amending Title 38, Chapter 5, Article 4, Arizona Revised Statutes, By Adding Section 38-863.01; Relating to the Public Safety Personnel Retirement System.

38-863.01 Pension Funding Policies: Employers

BEGINNING ON OR BEFORE JULY 1, 2019, EACH **GOVERNING BODY** OF AN EMPLOYER SHALL ANNUALLY:

1. Adopt a pension funding policy for the system for employees who were hired before July 1, 2017. The pension funding policy shall include funding objectives that address at least one of the following:
 - a. How to maintain stability of the governing body's contributions to the system.
 - b. How and when the governing body's funding requirement of the system will be met.
 - c. Defining the governing body's funded ratio target under the system and the timeline for reaching the targeted funded ratio.
2. Formally accept the employer's share of the assets and liabilities under the system based on the system's actuarial valuation report.
3. The governing body shall post the pension funding policy on the governing body's public website.



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Motion by Director Strand to approve the District's PSPRS Annual Pension Funding Policy #2020-06 in accordance with House Bill 2097 ARS 38-863.01

Seconded by Director Moeller

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

9. Discussion and update of outstanding IRS items. (BOD #2020-06-08)

Finance Director Roger Wood provided an update regarding the IRS submission. All is proceeding in a positive manner and payments due have been received. He will keep the Board apprised of the resolution progress, which is expected to take more time.

No Motion

10. Discussion and update regarding Staff trucks. (BOD #2020-06-09)

Fire Chief Mike Farber stated he would like to move this item until the July Board Meeting.

No Motion

11. Discussion and wrap-up on new Policies for all employees. (BOD #2020-06-10)

Administrative Services Director Anna Butel stated that the new Lexipol Policies Volume I & II are now available to all employees on our website. Previous policies have been removed. All Board Members will receive log-ins to access the new Lexipol policy manual.

No Motion

12. Reports (BOD #2020-06-11)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- COVID-19 update
- Sawtooth Fire
 - Nation's first Type I incident in the COVID-19 era
- Negotiations with Tonto National Forest
- Two enter DROP
- Ryan Ledbetter and Bryan Heun promoted to Captain

Acting Assistant Chief Jeff Cranmer

Review of recent Incidents and Training

- Mask Fit Testing
- PPE and Decon
- May 21st EMS appreciation Lunch
- May 21st Feldspar Fire
- May 22nd Train Fire
- May 24th Cottonwood Fire
- May 26th Jackrabbit Fire



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- June 2nd Type 1 Team ops
- Sawtooth Fire
- June 7th Rural Fire assist
- June 13th Bighorn Type 3 Crew – Tucson
- June 15th Bush Fire
- Mt. Lemon / Summerhaven Fire
- Car seat installation program

Assistant Chief Rick Ochs

Fire Prevention

- Annual Inspections being conducted in all schools.
- June 15th Zoom meeting with Dolce Vita – Tina provided Water Safety education.
- Contracts end June 30th with the Town of Florence and Superior.
- Fire Investigators – exploring options

Growth & Development

- Arizona Water Company (Delaware and Southern)
- Evolution Healthcare (Gold Drive and Apache Tr.)
- Masonic Lodge (Ironwood and Broadway)
- Villas on Superstition (Main Drive and Superstition)
- Tenant Improvements: Chase Bank, Bank of America, Husky Hollow MHP, Mediacom and Walmart.

Administrative Services Director Anna Butel

- Executive Recruiting Firm – RFP
 - June 15 – July 10 at 5:00
 - Posted to Website
 - Emailed the RFP & Link to 26 vendors
 - Next Ad-Hoc meeting is July 14th
- Firefighter Recruitment
 - Opened: June 15, 2020
 - Closes: June 30, 2020
 - Written Test, Panel Interview, Intern Academy
 - Applications received so far: 60
- Engineer Testing Process
 - 10 candidates passed the written test and will be moving on to the pumping and driving practical scheduled for June 22 and 23
 - Panel interview are scheduled for June 29th
- Department of Emergency and Military Affairs
 - SFMD Board of Directors approved the Resolution, and Applicant Agent forms last month
 - We have been assigned a DEMA representative and went through account setup
 - He has been provided our request of \$82,453.91 for COVID expenses
 - We still have items to complete before submission
 - This will be ongoing as that pandemic runs its course



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17. New Business / Future Agenda Items. (BOD #2020-05-16)

NONE

18. Announcements (BOD #2020-05-N/A)

Mr. House stated that tractors are currently at work to reopen Mountain View and Jacob Waltz. As explained to the public at the Pinal County meeting, the reopening is to bring us back into code compliance for emergency traffic flow access.

19. Adjourn (BOD #2020-05-17)

Motion by Director Strand at 7:07 P.M. to adjourn the meeting

Seconded by Director Moeller

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

Governing Board Approval:

A handwritten signature in black ink, appearing to be 'K. Chamberlain', written over a horizontal line.

Board Clerk Kathleen Chamberlain
Sherry Mueller