



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

## Governing Board Meeting Minutes

### November 18, 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, NOVEMBER 18, 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 Chairman House

#### C. Roll Call

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

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 Sherry Mueller, Human Resources Generalist and Board Secretary. Legal Counsel William Whittington attended via conference call.

#### 1. Review and approval of the October 2020 financial reports and bank reconciliations. (BOD #2020-11-01)

**Motion** by Director Moeller to approve the October 2020 financial reports and bank reconciliations.

**Seconded** by Director Strand

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

#### 2. Recognition of employee performance, achievements, and special recognition for community members. (BOD #2020-11-02)

#### Historical Information

A Review of Superstition Fire & Medical District Stations and Facilities was presented.



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

---

## Thank You to Board Director Larry Strand – Years of Service: 2016 - 2020

### November Anniversaries

**29 Years:** Captain / Paramedic **Mark Gomez**

**20 Years:** Firefighter / Paramedic **July Ritschel**

**14 Years:** Software Administrator & IT Specialist **Lauren Daniel**

**7 Years:** Account Clerk Specialist – AP/AR **Jenn Burke**

**5 Years:**

EMT **Ron Demarzo**

EMT **Justin Mueller**

Paramedic **Trevor Overson**

Paramedic **Jim Tucci**

**3 Years:**

Paramedic **Jake Millan**

EMT **Lucas Martinez**

Firefighter **Mark Nelson**

### **3. Call to the Public. (BOD #2020-11-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 #2020-11-03):**

- A. Board Meeting Minutes from October 21, 2020
- B. Work Session Minutes from October 6, 2020
- C. Renewal Insurance for 7710 / Benchmark for 2021
- D. Bound Tree Medical Supplies, Operative IQ Licensing Agreement, Customer Rebate Agreement
- E. Renaissance Limited Contract

**Motion** by Director Strand to approve all consent agenda items for November 18, 2020.

**Seconded** by Director Cross

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



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

## 5. Loyalty Oath of Office for 12/2020 through 11/2024 (BOD #2020-11-04)

New Board Member: Shawn Kurian  
Current Board Member: Jeff Cross  
Current Board Member: Jason Moeller

### No Motion

## 6. Presentation by Commander Freeman of AJPD regarding the SWAT Medic Program. (BOD #2020-11-05)

Commander Freeman was not able to join the Board Meeting tonight, but Chief Farber gave an overview of the SWAT Medic Program. The details of the program are still being finalized. We have six SFMD members who are a part of this team. Two members on each shift. Prior to the current SWAT Medic program, we had two members involved in it for 31 years. Due to administrative differences with our organizations, it disbanded about two years ago.

SFMD has signed an IGA (Inter-Governmental Agreement) with the City of Apache Junction to designate, from time to time, certain qualified employees, with current Paramedic Certifications to serve as SWAT Paramedics. They shall be available, on reasonable notice, to train with AJPD SWAT team, and be available for duty only in the District boundaries, and be available to respond while on duty with SFMD. The City of Apache Junction will provide all SWAT gear and weapons. The City will also cover all liability and workers compensation insurance for this program.

Captain John Walka talked about speaking to the Labor Union's attorney, who is very familiar with this scenario. The Union attorney said three things of concern: 1) The City provides the workers comp insurance, 2) SFMD provides medical malpractice insurance, which we already have, 3) Membership coverage for unforeseen events that may happen. There is coverage through Northern Arizona Law Enforcement Association for the unforeseen events. The cost is \$5.25 per member, per month. This coverage provides access to attorneys and complete coverage for any events associated with the SWAT Team activities.

When SFMD SWAT Paramedics are needed, the on-duty SWAT Paramedics will be paged. The two members will go over to AJPD and get an armored vehicle, load it up with gear, weapons and an investigator. The SFMD SWAT Paramedics will mostly stay in a "warm zone" inside the armored vehicle.

New Board Member Shawn Kurian stated that the standards across the US are vastly different from agency to agency. Politics, liability and money all come in to play. Director Kurian advocates that our members be armed for their own safety. Director Kurian does have concerns when it comes to any civil liability that may occur.

Captain John Walka stated the training will include firearms training, medical/tactical combat care, and SWAT school over the next years to come.

### No Motion



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

---

## 7. Discussion and possible approval of changing the EMS Coordinator position from a Civilian position to a Sworn position. (BOD #2020-11-06)

Chief Farber talked about the recent opening of EMS Coordinator position, which is an essential position. Captain Dave Pohlmann is an extremely qualified candidate who is interested in filling this position. Captain Pohlmann has been temporarily promoted to Division Chief of EMS until the next chief can evaluate the roles and direction of the EMS Division. The EMS Coordinator position is integral in maintaining the SAFER requirements for the number of personnel. Captain Pohlmann has already come up with ideas on how to save the District money in drug costs and other areas. Chief Farber would like to change this position from civilian to a sworn position. Changing this position to a sworn position will have an increase in cost.

Director Cross stated that cost difference would be about \$40,000. He agrees the position should be temporary until the next fire chief comes in and looks at the division. Director Cross also has concerns over the SAFER Grant numbers when pulling someone off shift and moving them to a 40-hour work week.

Chief Farber would like to bring this item back next month and provide a cost analysis on this matter.

Captain John Walka stated the Labor Union supports the change of this position from civilian to sworn.

Chairman House stated we will continue this agenda item next month on Wednesday, December 16<sup>th</sup>, 2020 at the Board of Directors meeting.

### No Motion

## 8. SFMD Local Pension Board Chairperson. (BOD #2020-11-07)

Fire Chief Farber stated that with the retirement of Board Director Larry Strand, we need to appoint a new Local Pension Board Chairman. In the near future, we may have one or more medical disability cases and the hiring of several new Firefighters.

Clerk Chamberlain stated that according to our Board of Directors By-Laws, the Clerk of the Board of Directors should serve as the Chairman of the Local Pension Board. If we aren't going to follow that directive, our By-Laws need to be revised.

Finance Director Roger Wood stated that historically, it used to be the way Clerk Chamberlain mentioned, but the new A.R.S. Statues say that the Board will delegate or select the Local Pension Board Chairman. Therefore, our By-Laws are inaccurate. The next Local Pension Board Chair should take on the task of rewriting the Pension Board By-Laws so that we are in compliance with the new Arizona Statues and the Board of Directors By-Laws.

The District's attorney, William Whittington confirmed that the AZ Statues says the Pension Board Chairman should be nominated by the Fire Board of Director's Chairman and that selection must be approved the Fire Board.



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

Chairman House stated he would like to be the next Local Pension Board Chairman and step down from the Board of Directors Chairman position in December 2020.

**Motion** by Director Strand to appoint Chairman Todd House as the next Local Pension Board Chairperson.

**Seconded** by Director Moeller

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

## 9. Reports (BOD #2020-11-08)

### Senior Leadership Team (SLT):

#### Fire Chief Mike Farber

- Review of annual response statistics and related staffing
- Review of open suppression positions, causes and impacts
- Review of revised staffing algorithm aimed to reduce overtime expenditures
- Review of measures to reduce non-essential spending

#### Acting Assistant Chief Jeff Cranmer

- Review of recent incidents
  - Attic Fire on Boyd near Station 262
  - Motor Vehicle Accident at Broadway and Meridian
  - Gargage Fire on Kings Ranch Road
  - Fire near 5<sup>th</sup> Avenue and Walmart and the Dog Track
  - Royal Palm Fire
- Review of recent training and quarterly Captains training
  - Veterans Day at VFW (10/11/2020)
  - Hose and nozzle testing
  - TRT Training at the Mesa Dam between Apache Lake and Canyon Lake
  - Randy Vande Krol – SCBA flow testing
  - Training – Lucas device CPR demonstration
  - Minimum Company Standards training
  - Versa term – Dispatch from CAD training
  - Incident command training
  - Captains Conference

#### Assistant Chief Rick Ochs

##### **Fire Prevention & Community Events:**

- 10/31 Participated in City's Halloween Drive Thru Event - over 650 cars drove through, with over 1,000 trick-or-treaters.
- 11/6 Tina completed Arson I training
- 11/8 Crews participated in First Responder Appreciation Church Events at Table of Grace Church and Valley Baptist Church.



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

- 11/11 Crew raised flag at VFW Veterans Day event
- 11/17 & 11/19 Tina conducting AED/CCR with City of AJ employees
- 11/23 & 11/30 Tina Zooming AED/CCR demo to PTES & FPES staff

## Growth & Development:

- Axiom Healthcare, 150 N. Ocotillo
- Popeye's, 73 E. Old West Hwy
- Apache Junction Storage, Meridian South of Apache

## Administrative Services Director Anna Butel

### SFMD Fire Chief Selection Update

- Ralph Andersen
  - They have 9 total with interest and some have applied, but noted it is very early in the process.
  - 2 very strong applicants
  - 1 strong but has not applied
- Roadmap
  - The Fire Chief application period closes on December 7, 2020
  - Heather will provide a presentation at the December 16th meeting
  - There may be an executive session added to the December Board Meeting for the purpose of discussing individuals in consideration of employment
- Board Members
  - Consider the development of questions you may have for the interview process. Heather will flush out your ideas to ensure the effectiveness of the interviews. When you think of your question also consider what response/answer you would expect to get.
  - We are right on schedule with this process!
- Review of staffing and SAFER Grant compliance, and daily staffing shortages
- HR Software and potential costs
  - Leveraging technology is essential
    - Reduce potential for human error
    - Less items "slipping through the cracks"
    - Make data-driven decisions with statistical reports
    - Find information quickly and easily without digging through files
    - Allow administrative employees to get back to the human piece of HR
    - Allow field employees to get the information or paperwork they need quickly and easily

## Finance Director Roger Wood

- Working on the FY2019/2020 ARCR Report
- Finalizing FY 2019/2020 Audit Report to be presented to the Board in January 2021

## 10. New Business / Future Agenda Items. (BOD #2020-11-09)

Due to the recent election, the appointment of the Chairman of Board and the Clerk of the Board will be decided at the December 16, 2020 Board of Directors meeting.



# Superstition Fire & Medical District

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

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

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 982-3268

**Fleet & Facilities Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119  
Fax (480) 983-7443

---

## 11. Announcements (BOD #2020-11-N/A)

None

## 12. Adjourn (BOD #2020-11-10)

**Motion** by Director Cross at 7:21 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 read 'Sherry Mueller', is written over a horizontal line.

Board Clerk Kathleen Chamberlain  
*Sherry Mueller*