



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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Regional Training Center
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Fleet & Facilities Services
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Governing Board Meeting Minutes

December 16, 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, DECEMBER 16, 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 Jason Moeller and Director Shawn Kurian.

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 November 2020 financial reports and bank reconciliations. (BOD #2020-12-01)

Motion by Director Moeller to approve the November 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 #2020-12-02)

Historical Review

1985 AJFD Christmas Party at the old Annex – Santa in the Ladder bucket

Graduation from Paramedic School

- Zachary Leon
- Nat Erickson



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Graduation from TRT School

- Matt Perez
- Brandon Blessum

December Anniversaries

8 Years: Fire Mechanic II - **George Nasello**

3. Call to the Public. (BOD #2020-12-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 #2020-12-03):

- A. Board Meeting Minutes from November 18, 2020
- B. Pinal County Treasurer's Office and Wells Fargo Bank signature authority
- C. Transfer of funds for the January 1, 2021 debt service interest payment

Motion by Director Cross to approve all consent agenda items for December 16, 2020.

Seconded by Director Moeller

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

5. Discussion and possible action to appoint the SFMD Board of Director's Chair and Clerk positions (BOD #2020-12-04)

Motion by Director Moeller to appoint Kathleen Chamberlain as SFMD Board Chair.

Seconded by Director Cross

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

Motion by Director Moeller to appoint Jeff Cross as SFMD Board Clerk.

Seconded by Director Kurian

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

The new Board Chairperson, Kathleen Chamberlain, moved seats and took over running the Board Meeting.

6. Discussion and possible action regarding conflict of interest or potential conflict of interest of SFMD Governing Board Members. (BOD #2020-12-05)

Director Moeller stated that his wife sits on the Board for Pinal County Parks and Recreation Department and if any conflicts of interest came up, he would recuse himself.

No Motion



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7. Discussion and possible approval of the 2021 disclosure statement of meeting notice posting locations and dates for Superstition Fire & Medical District Governing Board Meetings and Local Pension Board Meetings. (BOD #2020-12-06)

Fire Chief Mike Farber stated this is a housekeeping item we do every December, which lists the upcoming meetings for 2021. Both will be sent to the Pinal and Maricopa County Board of Supervisors for record per A.R.S. They will also be posted on our website as well as at our Administrative office, Regional Training Center and in the Community Room Lobby at Station 264.

Motion by Director Moeller to approve filing the 2021 disclosure statement with board meeting dates and times with the Pinal & Maricopa County Board of Supervisors and for posting meeting notices and agendas at the locations specified in the statement and on the District's website.”

Seconded by Clerk Jeff Cross

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

8. Discussion, presentation and possible approval of changing the EMS Coordinator position from civilian to sworn. (BOD #2020-12-07)

This item was pulled from the agenda until the January 2021 meeting

No Motion

9. Reports (BOD #2020-12-08)

Senior Leadership Team (SLT):

Fire Chief Mike Farber

- COVID Vaccine Update
- Facility access changes due to Covid
- Phoenix Fire Academy – COVID
- Staffing algorithms
- IGA with the City of Apache Junction
- Joint Annexation with the City of Apache Junction

Acting Assistant Chief Jeff Cranmer

- City Christmas Parade
- Citizen/horse assist
- Review of recent incidents
- Review of recent training



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Assistant Chief Rick Ochs

Fire Prevention & Community Events

- Many canceled events (COVID)
- L264 to lead Montessa Golf Cart Parade Dec. 21st
- AED Public Access Program
 - Two Year upgrade not completed
 - LP500's all replaced with new units

Growth & Development

- Barros Pizza
- Walgreens & Village Medical
- Desert Sky RV

Administrative Services Director Anna Butel

- AFDA has postponed the Phoenix and Tucson Classes
 - Still on the schedule for 1/22/21 in Kingman
 - The 6 hours of mandated training can also be completed via Self-Study
- COVID testing results
- New Employees – Suppression
 - Benjamin Young, Firefighter
 - Steven Schaeken, Firefighter
- New Employees – Transportation
 - Robert Guice, EMT
 - Rory Wirth, EMT

Finance Director Roger Wood

- FY19/20 Audit Report is final. Auditors to present the report to the Board at the January 20, 2021 meeting via WebEx
- FY19/20 ARCR (Transport Div. annual report) is due Dec. 31st
- Preparations for FY21/22 budget have been initiated. Budget calendar to be presented to Board at the January 20, 2021 meeting

10. New Business / Future Agenda Items. (BOD #2020-12-09)

- A. Scheduling a Special Session Board Meeting on Jan. 13, 2021 at 16:00 to discuss the new Fire Chief hiring process
- B. Need to review Bylaws for the Pension Board to assure accuracy
- C. Need to review Bylaws for the Regular Board to assure accuracy

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

Lost Dutchman Days and the Renaissance Festival have both been canceled for 2021



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

Motion by Director Moeller at 6:18 p.m. to adjourn the meeting
Seconded by Director Kurian

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

Governing Board Approval:



Board Clerk Jeff Cross
Sherry Mueller