



# 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  
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**Regional Training Center**  
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## Governing Board Meeting Minutes

### October 20, 2021

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, OCTOBER 20, 2021. 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 Chamberlain called the meeting to order at 5:30 PM.

#### B. Pledge of Allegiance

The Pledge of Allegiance led by former Board Member Larry Strand

#### C. Roll Call

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

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Rick Ochs, Deputy Chief Jeff Cranmer, Administrative Services Director Anna Butel, Finance Director Roger Wood, Transportation Services Director Billy Warren and Fire Captain John Walka. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary and Legal Counsel William Whittington.

#### 1. Review and approval of the September 2021 financial reports and bank reconciliations.

**Motion** by Director House to approve the August 2021 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.

#### October Service Anniversaries

##### 22 Years:

Engineer / Paramedic **Mitch McCollough**

Captain / Paramedic **Craig Horvath**

Battalion Chief **Dave Pohlmann**

Captain / Paramedic **Jeremy Rocha**

##### 14 Years:

Firefighter / Paramedic **Sammy Ramirez**

Captain **Chris Robson**

Captain / Paramedic **John Walka**



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## 7 Years:

Engineer / Paramedic **Jason Chapman**  
Firefighter / Paramedic **Sean Matuszewski**  
Engineer / Paramedic **Jay Nelson**

Engineer **Casey Schreiner**  
Firefighter / Paramedic **Andrew Tryon**  
Engineer / Paramedic **Colt Weddell**

## 6 Years:

Firefighter **Wes Fimbrez**  
Firefighter **Trace Leggett**

Firefighter **Trey Schow**  
Fire Mechanic II **Roger Nasello**

## 5 Years:

EMT **Sarah Koupal**

## 4 Years:

Firefighter **Chris Wohlforth**

## 3 Years:

Firefighter **Shane Gereg**  
EMT **Stephan Gereg**  
Paramedic **Ryan Markham**

## 2 Years:

Firefighter Recruit **Sedona Aulik**  
Firefighter / Paramedic **Joe Potter**

## 1 Year:

Firefighter **Caleb Brown**  
Firefighter / Paramedic **Sophie Boukatch**  
Firefighter **Anthony Pezzino**  
Firefighter **Luke Mays**

## Recognition of Promotions:

**Chris Robson / Captain**  
**Dave Endres / Engineer**

## 3. Call to the Public.

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 #2021-09-04):

- A. Board Meeting Minutes from September 15, 2021
- B. Executive Session Meeting Minutes from September 15, 2021
- C. Special Board Meeting Minutes from September 20, 2021
- D. Fire Inspector Contract for Services with Jerome Hansen
- E. Lost Dutchman Marathon Medical Staffing Agreement
- F. Disposition of Surplus Property – Seven Apparatus Seat



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Fire Chief John Whitney requested that Consent Agenda Item 4.-E be pulled from the list to be revisited at a later date.

**Motion** by Director Moeller to approve all consent agenda items except for item 4.-E for October 20, 2021. Item 4.-E is pulled from the list of Consent Agenda items.

**Seconded** by Director House

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

5. **Discussion, consideration, and possible action regarding the approval of the Tentative Amended Budget for Fiscal Year 2021 / 2022 Revenue and Expenditure Budget, and the adoption of Resolution 2021-10-20-06 which sets the date and time for the Board following the 20-day Public Comment Period as November 17, 2021 at 5:30 p.m. where the Board will discuss and possibly approve the Final Amended Budget for Fiscal Year 2021 / 2022.**

Fire Chief John Whitney and Finance Director Roger Wood provided an overview of the amended budget for FY2021/2022. There was discussion between the Board Members, Fire Chief Whitney and Finance Director Wood.

**Motion** by Director Moeller to adopt Resolution 2020-10-20-06 adopting a tentative amended budget in the amount of \$55,056,329.67 for the fiscal year beginning July 1, 2021 and ending June 30, 2022 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 House

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

6. **Discussion regarding the certificate of destruction for District records.**

Administrative Services Director Anna Butel discussed the certificate of destruction for District records. The Superstition Fire & Medical District follows and complies with the Arizona State Library Archives and Public Records retention schedule. The records maintained by Arizona's state and local governments are among the most valuable resources in their care.

Permanent records have enduring, historical, or research value that is retained permanently in an office or the Arizona State Archives after a period of use. Records are considered permanent if they have enduring administrative, fiscal or legal value to government or if they possess significant secondary research value beyond those for which they were created.

SFMD board meetings (including executive sessions) are recorded to assist in the production of minutes. We are moving forward with destruction to comply with the records retention schedule.

**No Motion**





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## 7. Discussion and possible approval regarding the Fire Chief's annual evaluation process.

The Board will have an evaluation of the Fire Chief at the six-month mark. The evaluation form lays out goals and objectives for the Fire Chief on an annual basis. This form will create a record of those goals and feedback the Chief receives. The Board reviewed the form that will be used for this purpose.

Administrative Services Director Anna Butel discussed the timeline for the evaluation process that will be finalized in Executive Session at the December 15, 2021 Board Meeting.

**Motion** by Clerk Cross to approve the Fire Chief Evaluation Form as presented.

**Seconded** by Director Kurian

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

## 8. Senior Leadership Team Reports

### Fire Chief Report

- Superstition Vistas
- CARES Act Funding
- Approach – Vision – Direction
  - Program Alignment
  - Budget manager
  - Direct Reports
- Policies, Policies, Policies
- Retirees
- Pre-Promotional – BC's
- Mesa Temple
- Halloween Festival
- Kudos
  - Kelly Bartz – Citizen
- Medic 261 – DHS Inspection
  - Jake Millan, Ryan Markham, Justin Elliott, Jack Hafer, Steve Gereg, Sean Forrest
- L624-C & M264-C – EMS
  - Geof Shively, Dan McKinney, Chris Wohlforth, Steven Schaeken
  - Ronald DeMarzo, Trevor Overson
- Live Fire Suppression Crews – Specifically E261-B
  - Ryan Ledbetter, Colt Weddell, Andrew Tryon, Luke Mays

### Fire Prevention and Community

- 10/19 – AJHS Career Fair
- 10/20 – City of AJ Mud Run
- 10/28 – Child & Family Resources Fire Safety Talk – 9:30 a.m. Flat Iron Park
- 10/30 – City of AJ Halloween Festival – Trunk or Treat



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## **Growth & Development**

- Oak Street Health
- Wells Fargo Bank, Gold Canyon
- Conditioned RV Storage, Gold Canyon
- Brookfield (Phase I) Residential, Multi-family and Commercial properties 1,823 units
- Brookfield (Phase II) 3,647 units (Total = 5,470)
- D.R. Horton (Phase I) 1,085 units
- D.R. Horton (Phase II) 1,194 units (Total = 2,279)

## **Operations**

- Monthly Call Volume for September 2021: 907 / YTD Through September 2021: 8,103
- Total Incidents for September 2021: 907 / Total Incidents YTD Through September 2021: 8103
- Gilbert Regional Fire Academy Recruits Training
- In service training for new Firefighters who just graduated from the Phoenix Fire Academy
- BC preparation for BC Testing at the VIC (Virtual Incident Command Center) in Mesa

## **Transportation Services**

- AZ Ambulance Association Conference participation
- Health Information Exchange Training (Health Current) participation
- Hospital Bed Delays – regional workgroup
- Admin Services collaboration on Personnel hiring
- Monthly Call Volume: July 2021 - 455; August 2021 – 447; September 2021 - 426

## **Administrative Services**

- Jenn Burke successfully completed the process for Fleet and Facilities Support Specialist
- 3 Former employees have been hired as part-time TSP (Eric Rabago, Jacob Gracia and Anthony Giovanni)
- Battalion Chief testing is set to wrap up on 10/26
- Paramedic Interviews are next week for Transportation Services on 10/26/2021

## **Finance / Accounting Services**

- Annual Audit will be moved earlier to 10/27/21 and 10/28/21 (from the week of 11/8/2021)
- CARES Act presentation

## **Labor**

- Citizen Initiative
- Memorandum of Understanding
- Grant L/M Committee



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9. Possible vote to go into Executive Session for legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: the pending White personnel matter; AND

Possible vote to go into Executive Session for legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: the pending Martinez personnel matter;

**Motion** by Director House go into Executive Session at 6:51 p.m. for legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: the pending White personnel matter; AND

Possible vote to go into Executive Session for legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: the pending Martinez personnel matter;

Seconded by Clerk Cross

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

Executive Session adjourned at 7:15 p.m.

10. **Public Session.** Discussion and possible action re: the pending White personnel matter; possible directions to the Fire Chief, staff and legal counsel relating to the same.

The Board was back in Public Session at 7:16 p.m.

No action on this item.

No **Motion**

11. **Public Session.** Discussion and possible action re: the Martinez personnel matter; possible directions to the Fire Chief, staff and legal counsel relating to the same.

No action on this item.

No **Motion**

### 12. New Business / Future Agenda Items

### 13. Announcements / Document Signing

Director House stated that Gold Canyon now has a Chamber of Commerce and the Fire Chief should attend the mixers.

Fire Chief Whitney reminded the group of the Halloween costume-judging contest on 10/30/2021.



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### **14. Adjourn**

**Motion** by Director House to adjourn the Board Meeting at 7:22 p.m.

**Seconded** by Director Moeller

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

**Governing Board Approval:**

  
Board Clerk Jeff Cross  
Sherry Mueller