Superstition Fire & Medical District

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

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

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

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

Governing Board Meeting Minutes

March 16, 2022

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, MARCH 16, 2022. 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 Assistant Chief Mooney

C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Jeff Cross, Director Todd House and Director Jason Moeller. Director Shawn Kurian was not present.

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Brian Read, Assistant Chief Richard Mooney, Deputy Chief Jeff Cranmer, Administrative Services Director Anna Butel, Finance Director Roger Wood, Transportation Services Director Billy Warren and Chief Dave Pohlmann. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary.

1. **Review and approval of the February 2022 financial reports and bank reconciliations.**

   Motion by Director House to approve the February 2022 financial reports and bank reconciliations.

   Seconded by Director Moeller
   Vote 4 ayes, 0 nays, **MOTION PASSED.**

2. **Recognition of employee performance, achievements, and special recognition for community members.**

February Anniversaries

16 Years of Service:
Barb Duffel, Fleet & Facilities Support Specialist

10 Years of Service:
Ryan Ledbetter, Captain / Paramedic
Dan Elliott, Captain / Paramedic
Bryan Heun, Captain
Lance Frawley, Captain / Paramedic
Matt Perez, Engineer / Paramedic
Adam Rodriguez, Engineer / Paramedic
Wayne Emerson, Firefighter
Ryan Philips, Firefighter / Paramedic
Brian Garten, Firefighter / Paramedic

2 Years of Service:
Justin, Elliott, Paramedic

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 were two people from the public on the conference phone.

4. **Consideration and possible approval of all consent agenda items listed below:**

A. Board Meeting Minutes from February 16, 2022
B. Intergovernmental Agreement for provisions of Services by Pinal County Recorder and Elections Department
C. Banner Occupational Health Clinic Annual Renewal Agreement for March 1, 2022 to March 1, 2023
D. Pitney Bowes Postage Machine Lease Agreement
E. Ratification of the approval of the land donation agreement between SFMD and D.R. Horton, Inc. a Delaware corporation, for the newly annexed area of Superstition Vistas
F. IGA with MFMD Firefighter Paramedic School Agreement

G. Purchase of one (1) Stryker LP15 Heart Monitor Purchase
H. Fleet Services Copier – Addendums for Lease Agreement

Motion by Director Moeller to approve all consent agenda items March 16, 2022.

Seconded by Director House
Vote 4 ayes, 0 nays, **MOTION PASSED**

5. **Discussion, Presentation and possible approval of the UKG Software Agreement.**
UKG is a business management solution that provides the following attributes, enhanced security and compliance, fast scalability, and increased connectivity and accessibility. Furthermore, this solution allows SFMD employees to access information day or night through the employee dashboard feature.

In December of 2020, the board approved the purchase of UKG Ready HR, UKG Talent Acquisition, and the UKG Integration Hub.

Since then, based on the need for enhanced efficiency and accuracy, we have decided to add the UKG Ready Payroll and UKG Ready Performance and Compensation modules for a complete Human Resources and payroll Solution.

Administrative Services Director Anna Butel provided a high-level overview of all components of the UKG Ready modules to the Board of Directors. The Board Members asked questions and voted in favor of approving the purchase of the additional modules.

Motion by Director Cross to approve the purchase of all remaining modules of the UKG Ready solution.

Seconded by Director Moeller
Vote 4 ayes, 0 nays, **MOTION PASSED**

6. **Discussion and possible approval regarding the reopening of all District facilities.**
Currently, SFMD has closed board meetings, stations visits, and ride along's to the public. These closures were made back in 2020 and have remained in place since. The stations are open to family members of the firefighters/transport personnel and students participating in a vehicular rotation as part of an EMT or paramedic course.

Effective Monday, April 4, 2022, SFMD will re-open all District facilities. This includes the Administration Office, Fleet Services, the Regional Training Center, and all stations. SFMD no longer requires any COVID restrictions, such as wearing a mask or social distancing. Furthermore,

employees with COVID illness may return to work after being fever free for 24-hours without medication.

SFMD has closely monitored the COVID situation from the beginning and is confident that re-opening will be permanent. Most of our personnel have natural immunity or have been immunized.

Motion by Director Moeller to re-open all District facilities to the public on April 4, 2022.

Seconded by Director House
Vote 4 ayes, 0 nays, **MOTION PASSED**

7. **Discussion of the Comprehensive Annual Financial Report (CAFR) that documents the consolidated actuarial valuation results for the Arizona Public Safety Personnel Retirement System as of June 30, 2021.**

Finance Director Roger Wood provided an overview of the Comprehensive Annual Financial Report (CAFR) results for the Arizona PSPRS system.

Per A.R.S. §38-847(D)(7), the Local Pension 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, 2021.

The entire Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2020, can be accessed via the following link:

http://www.psprs.com/investments--financials/annual-reports

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

Funded percentage as of June 30, 2021: 54.2%, up from 46.9% (see page 11 of 150)
PSPRS received a clean audit opinion from Clifton Larson Allen LLP, their external audit firm.

The CAFR report for the entire State of Arizona was presented to and approved by the SFMD Pension Board at their March 1, 2022 Board meeting.

No Motion

8. Discussion of the annual actuarial valuation report as of June 30, 2021 for Superstition Fire & Medical District's (148) participation in the Arizona Public Safety Personnel Retirement System.

Finance Director Roger Wood provided an overview of the annual actuarial valuation report as of June 30, 2021 for SFMD's participation in the Arizona PSPRS.

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, 2021, and applies directly to SFMD, with our current benefits and liabilities.

	July 1, 2020	July 1, 2021	
SFMD Tier 1 & Tier 2 Contribution Rate	32.54%	35.56%	+3.02%
SFMD Tier 2 Defined Contribution Rate	4.00%	3.00% - 4.00%	
SFMD Tier 3	27.50%	31.00%	+3.50%
SFMD Tier 3 Defined Contribution Rate	3.00%	3.00%	
Employee Contribution Rate	7.65% / 11.65%	7.65% / 11.65%	

SFMD's Funded Status (including pension and health insurance subsidy) – see page 5 of 44 in the report

Tier 1 & 2	66.7%	-1.00%
Tier 3	108.9%	+5.90%

NOTE: The contribution factors above are as of June 30, 2021 which is prior to the District's refinancing of its unfunded PSPRS liability. SFMD's actual Contribution rate for Tier 1 & 2 is 14.50%, and for Tier 3 the rate is 9.94%.

No Motion

8. Discussion and review of Budget planning, and approval of the Tax Rates to be used in preparing the Preliminary Budget for Fiscal Year 2022/2023.

Finance Director Roger Wood provided a high-level overview of the current plans for Fiscal Year 2022 / 2023 budget that includes options for accomplishing a range of strategic compensation & benefits and operational initiatives by fund will be provided for Board discussion and potential direction.

The Board was asked to set the Tax Rates for Fiscal Year 2022/ 2023 for planning purposes.

Motion by Director House to approve the tax rate of $3.36 per hundred dollars of secondary valuation for District operations, and $0.125 special assessment related to the 2018 Refinancing Bond for development of the Tentative Budget for Fiscal Year 2022 / 2023.

Seconded by Director Cross
Vote 4 ayes, 0 nays, **MOTION PASSED**

9. Senior Leadership Team Reports

Fire Chief Report

- Strategic Planning
- Out of district response
- ADOBE, Gold Canyon Lions, Dolce Vita, Meridian Park
- Wildland Cooperators meeting
- Public Land Managers meeting
- Awards
- RTC
- Anti-Discrimination Training
- International Women's Day Appreciation

Emergency Services

Special Events

- Renaissance Festival
- Refresh Bid Effective 2/28/2022

Operations

- Monthly Incident Call Volume

Training

- Captain Candidates Sets and Reps at the VICC
    - Preparation for practical portion of upcoming promotional process
- East Valley Regional Academy – 6 Recruits
    - All performing near or at the top
    - Ancillary support – PT instructors, Engine Co.
- Two personnel attending Regional Technical Rescue Training – 200-hour course
- Monthly and YTD Training Hours

EMS

- Started Dr. Casey Solem as SFMD Medical Director
- Conducted the Paramedic entrance exam with four successful candidates
- Assisting the Medic Students getting ready for school
- Started two video laryngoscope trials to compare with our current product
- Assisted 31 employees in the recertification process for the National Registry of Emergency Medical Technicians. A Special Thank You to Justin Elliot for assisting in that project
- Ongoing support of the Renaissance Festival Medical Teams

Transportation Services

- Hospital bed delays update
    - ROCC Offload Plan
- Gila River Grant application
- DHS Ambulance Inspection
- Monthly Transportation Volume
- CON Compliance through February 2022

Support Services

- March 12th - Superstition Blues, Brews & Arts Festival
- Golden Vista RV Resort St. Patrick's Day Parade
- March 24th - Mountain Brook Village Fashion Show
- Tina Gerola completing business company inspection training for all shifts
- Tina Gerola has distributed the last of the safety Grab-Bars for showers & tubs. SFMD has distributed 1000 grab bars in the community over a three-year period.
- District 5 State of the County hosted by Supervisor Jeff Serdy

Administrative Services

- Captains Testing 8 candidates are scheduled for the Tactical Exercise and Critical Thinking Panel Interview on April 4th or 5th with a Chief interview on April 6th or 7th
- Recruit Firefighter – Accepting applications for list establishment (March 28 through May 1)

Financial Services

- Attend Zoom meeting focused on data collection for the Medicare / Medicaid ARCR report due November 30, 2023
- Attend Zoom based training in new Wildland Billing system
- SAFER grant performance period ended 2/27/2022, final reimbursement request has been submitted

10. New Business / Future Agenda Items

Board Chairman Chamberlain asked for an agenda item to be added to the April 20, 2022 Board Meeting to review the Fireboard Bylaws, polices and AZ Statutes as they relate to Board Members in public appearances, as political candidates and riding in District apparatus.

11. Announcements / Document Signing

Chief Whitney announced there will be a charity softball game "*Stand Up A.J. Coalition*" scheduled for Saturday, April 2nd, 2022 at A.J.'s Flat Iron Park from 10:00 a.m. – 3:00 p.m.

Chairman Chamberlain stated that she appreciates Chief Whitney for the mentoring classes he has been providing to the Captain's Candidates.

Chairman Chamberlain stated the in the future, if someone wants something removed from the Board Agenda, please bring it to Chief Whitney's attention ahead of time if possible.

Chairman Chamberlain stated the A.J. Mounted Rangers thank SFMD for the First Aid Kit we gave them.

12. Adjourn

Motion by Director Moeller to adjourn the board meeting at 7:08 p.m.

Seconded by Director House
Vote 4 ayes, 0 nays, **MOTION PASSED**

Superstition Fire & Medical District

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

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

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

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

Governing Board Approval:

Board Clerk Jeff Cross
Sherry Mueller