



## **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**  
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### **Governing Board Meeting Minutes**

#### **SEPTEMBER 21, 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, SEPTEMBER 21, 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 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 Monte Fuller

#### **C. Roll Call**

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

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

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

**Motion** by Clerk Cross to approve the August 2022 financial reports and bank reconciliations.

**Seconded** by Director Moeller

**Vote** 4 ayes, 0 nays, **MOTION PASSED.**



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

### **September Anniversaries**

**30 Years of Service & Retirement: Captain / Paramedic Mike Paul**

**24 Years of Service: Assistant Chief Richard Mooney  
Engineer Jose Sepulveda  
Firefighter / Paramedic Nat Erickson**

**22 Years of Service: Engineer John Taylor**

**20 Years of Service: Captain / Paramedic Craig Halver  
Engineer / Paramedic James Crowley  
Engineer Aaron McDonald**

**17 Years of Service: Captain / Paramedic Tanner Fox  
Engineer Rob McMinn**

**16 Years of Service: Firefighter / Paramedic Eric Ellsworth  
Firefighter / Paramedic Ken Simkins**

**5 Years of Service: Firefighter / Paramedic Zachary Leon  
EMT Jack Hafer**

**4 Years of Service: Firefighter / Paramedic Travis Yates**

**1 Year of Service: Firefighter Layni Rodriguez  
EMT Steven Roembke**

### **PROMOTIONS**

**Monte Fuller – Engineer**

**Christopher Wohlforth – Engineer**

3. **Call to the Public.**  
None
4. **Consideration and possible approval of all consent agenda items listed below:**
  - A. Board Meeting Minutes from August 17, 2022
  - B. Disposition of Surplus Property – Two (2) Gas Monitors – Disposal
  - C. 2023 Native American Arts Festival Medical Staffing Agreement
  - D. Thunder Mountain Middle School Lease Agreement with AJUSD
  - E. Purchase of a Bauer Verticus Stand-Alone Fresh Air Breathing Compressor Unit



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### **F. Preliminary Purchase of EMS Equipment**

Chief Whitney stated he is pulling item 4.D from the consent agenda and will add this item to the October 19, 2022 Board Meeting.

**Motion** by Director Moeller to approve consent agenda items A, B, C, E and F for September 21, 2022 and remove item D.

**Seconded** by Director Cross

**Vote 4 ayes, 0 nays, MOTION PASSED**

### **5. Discussion, presentation and possible approval of the 2021/2022 Annual Report and possible adoption of Resolution #2022-09-21-05.**

This item comes before the Board on an annual basis. The annual report provides an overview of SFMD's performance over the last fiscal year, 2021/2022. The report provides insight across all departments of the SFMD and its impacts on our community. Some highlights included in the annual report:

- Refined foundational strategies across all divisions
- Board Bylaws – Reviewed and updated
- Organizational Policies – Revised by Staff, Approved by the Board
  - Strengthens and communicates the District's culture, values and philosophy
- Interactive process to create, develop and implement new organizational Vision, Mission and Values
- Response Standards
  - Total Incidents: 12,279
  - Average Response Time Emergent Incidents: 4:41
  - Call Volume – 5 Year Projection – 5.5%
- Fire Suppression
  - Pre-Incident Value of Property and Content: \$10,675,200
  - Value of Property and Content Saved: \$9,768,500
  - Percentage of Property & Content Saved: 91.5%
- Emergency Medical Services
  - 2021 Cardiac Arrests – SFMD Survival Rate: 28.6%
  - Welcomed new Medical Director Dr. Casey Solem
  - Transport Service Requests: ALS Transports 4,847, BLS Transports 1,092
- Training
  - Total Training Hours: 30,943
- Community Services
  - Business Inspections 400, Specialty Inspections 275, Plan Reviews 99,
  - Demonstrations of Hands-Only CPR – 800





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- Annual Budget
- Employee Special Recognitions
- Promotions
- Retirements

Chief Whitney said he would like to give out a special thanks to Anna Butel and Lauren Daniel for all their hard work on the Annual Report.

**Motion** by Director Kurian to approve the 2021/2022 Annual Report and adoption of Resolution 2022-09-21-05: Formally Adopting the 2021/2022 Annual Report.

**Seconded** by Director Moeller

**Vote 4 ayes, 0 nays, MOTION PASSED**

### **6. Discussion and possible approval of Policy: 1053 Earned Leave.**

**Motion** by Director Moeller to approve Policy 1053 Earned Leave.

**Seconded** by Clerk Cross

**Vote 4 ayes, 0 nays, MOTION PASSED**

### **7. Superstition Fire & Medical District's PSPRS Annual Pension Funding Policy #2022-09**

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.

**Motion** by Director Moeller to approve the District's PSPRS Annual Pension Funding Policy



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#2022-09 in accordance with House Bill 2097 ARS 38-863.01.

**Seconded** by Director Kurian

**Vote 4 ayes, 0 nays, MOTION PASSED**

Note: Chairman Chamberlain announced that we would move Items 8 and 9 until after "Reports" (Executive Session and Public Session).

### **8. Senior Leadership Team Reports**

#### **Fire Chief Report**

- All-Staff Communications meeting – Strategic Plan
- Far – EV Chief's meeting
- Pinal County – Dispatch Services
- Recruit Academy Family Orientation
- Benefits discussion - CREST
- Engineer/Paramedic/Mechanic Interviews
- Strategic Plan – Objective Owners
- Captain's Pre-Promotional
- Construction Quotes – FS261
- Numerous Personnel Professional Development meetings
- Internal survey for 40-hour staff
- SRPMIC – 12% Gaming Grant
- Health Resources and Services Administration Grant
- AJI Sporting Goods – "Honesty Award"
- Sons of the American Revolution – Captain Rocha
- Avalon Elementary School – Patriot Day

#### **Emergency Services**

##### **Operations**

- Wildland Deployment to Placerville, CA on 9/19/22
  - Type 3, 4-person, 14-day deployment
- Met with EVIT Superintendent
- Met with County – Discussion on opportunities for a TRT grant
- SCBA Technician interview process
- Met with County and BLM – Discussion on opportunities for a Regional Public Safety Training Center
- AZ Fire School support



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### **Training**

- EVRA 2022-2
  - Andrews, Hammer, Ta'ase, Avakian, RTO Elliott
- Week 5
  - Working on skill sets, Fire Behavior, Live Burn Car Fire, TRT Swift Water
- Engineers Promotional Practical
  - Pumping Engine and Water Tender, Hydraulics
  - Driving cone course, road course
- State Fire School – 8 attended, 1 EVOC Instructor
- Monthly Training Hours 1,835
- YTD Training Hours 13,986

### **EMS**

- Proposals for items related to possible HRSA Grant
- Image Trend Elite 3.5 work sessions
- Vector Solutions work sessions
- Continued Hospital offload process
- Developing amendments to CE delivery post-NREMT rule change

### **Transportation Services**

- Orientation for AEMS Board of Governors position
- AEMS Education Sub-Committee
- Health Information Exchange (HIE) Update
  - No fees for 2023
- AHCCCS/Medicaid Enrollment resolution
- Attended Arizona Ambulance Association (AZAA) Conference in Tucson
- Attended Mercy Care luncheon

### **Support Services**

- August Prevention Division Data
  - Plan Reviews-28
  - Environmental Requests/Permits-15
  - Inspections-7
  - Car Seat Installations-5
  - School Pub-Ed Presentations-4
  - AED/CCR Presentations-3
- Attended Fire Rescue International (FRI) 8/24-8/26
  - Chief's Edge Program 9/23
  - Chief's Executive Track





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### **Support Services continued**

- Arizona Fire Chiefs Association 9/8-9/11
  - New Chief's Seminar
- City Meetings
  - Special Event Task Force Meeting 9/6
  - C&J Industries Project Meeting 8/31
- Valley Fire Marshals Meeting 9/15
  - Battery Energy Storage System Guidance Form
  - Mobile Food Unit Inspection Checklist
  - Emergency Responder Radio Coverage Policy
- EMS Contract Update
  - Personnel Cost
  - Vehicle Cost

### **Administrative Services**

- Grants – HRSA and SRPMIC
- CLM Essentials – DocuSign
- UKG – HR Site Build
- Terminal Server Retirement
- Paramedic, EMT, Engineer, and Fire Mechanic Interviews
- Captain Promotional Process
- SHRM Conference (Sherry and Lena)
- Records Retention Compliance
- PSPRS – Tier 2 payments
- Next Month – Fire Chief Evaluation

### **Financial Services**

- Line of credit monitoring/management
- Health insurance invoice issues resolution
- PSPRS research on DROP extension and Tier 2 refund impact to unfunded liability
- State land billing
- Continued audit preparation
- Development of Medicare Ground Ambulance Data Collection System (GADCS) framework

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 Martinez personnel matter.**

**Motion** by Director Moeller to go into Executive Session at 6:41 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 Martinez personnel matter.



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Seconded by Director Kurian

Vote 4 ayes, 0 nays, **MOTION PASSED**

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

The public session started at 7:07 p.m.

**Motion** by Director Moeller to adopt, by resolution, the language recommended by legal counsel in the Martinez case.

Seconded by Director Kurian

Vote 4 ayes, 0 nays, **MOTION PASSED**

**11. New Business / Future Agenda Items**

None

**12. Announcements / Document Signing**

**13. Adjourn**

**Motion** by Clerk Cross to adjourn the board meeting at 7:10 p.m.

Seconded by Director Moeller

Vote 4 ayes, 0 nays, **MOTION PASSED**

**Governing Board Approval:**

DocuSigned by

Jeff Cross

372854B187404CA

Board Clerk Jeff Cross