



## **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  
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**Fleet & Facilities Services**  
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### **Governing Board Meeting Minutes**

#### **OCTOBER 19, 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, OCTOBER 19, 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.**

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#### **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 Mike Farber

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

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

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

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

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

**Seconded** by Director Moeller

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



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

#### **October Service Anniversaries**

##### **23 Years:**

Engineer / Paramedic **Mitch McCollough**  
Captain / Paramedic **Craig Horvath**  
Battalion Chief EMS **Dave Pohlmann**  
Captain / Paramedic **Jeremy Rocha**

##### **15 Years:**

Captain **Chris Robson**  
Captain / Paramedic **John Walka**

##### **8 Years:**

Captain / Paramedic **Jay Nelson**  
Engineer / Paramedic **Jason Chapman**  
Engineer / Paramedic **Colt Weddell**  
Firefighter / Paramedic **Andrew Tryon**  
Firefighter / Paramedic **Sean Matuszewski**

##### **7 Years:**

Engineer **Trey Schow**  
Firefighter / Paramedic **Wes Fimbrez**  
Firefighter **Trace Leggett**  
Fire Mechanic II **Roger Nasello**

##### **6 Years:**

EMT **Sarah Koupal**

##### **5 Years:**

Engineer **Chris Wohlforth**

##### **4 Years:**

Firefighter **Shane Gereg**  
Paramedic **Ryan Markham**

##### **3 Years:**

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

##### **2 Years:**

Firefighter / Paramedic **Sophie Boukatch**  
Firefighter **Caleb Brown**



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### **2 Years:**

Firefighter **Anthony Pezzino**

Firefighter **Luke Mays**

### **Promotions / Pinning's**

Captain **Jay Nelson**

Engineer **Mark Nelson**

### **3. Call to the Public.**

Former Fire Chief Mike Farber thanked Board Director Todd House for his 16 years of service to the Superstition Fire & Medical District Board of Directors, as Director House did not run for re-election in 2022. Director House's last Board Meeting will be on November 16, 2022. Chief Farber talked about several things that were accomplished during the last 16 years while Director House was on the Board. Chief Farber also welcomed Connie Van Driel to the Board.

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

- A. Board Meeting Minutes from September 21, 2022
- B. Executive Session Minutes from September 21, 2022
- C. Special Board Meeting Minutes – Public Session from October 10, 2022
- D. Executive Session Special Board Meeting Minutes from October 10, 2022
- E. Stryker Service Agreement Renewal
- F. Thunder Mountain Middle School Sublease Agreement with AJUSD
- G. Disposition of Surplus Vehicle: C-68 (2007) Pierce Contender GMC 1500
- H. 2022 Festival of the Superstitions; Medical Staffing Agreement

**Motion** by Clerk Cross to approve all consent agenda items for October 19, 2022.

**Seconded** by Director House and Director Moeller

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

### **5. Discussion and possible approval of Policy: 103 Policy Manual.**

**Motion** by Director Moeller to approve Policy: 103 Policy Manual.

**Seconded** by Director House

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





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### **6. Discussion regarding the Fire Chief's annual evaluation process.**

Chief Whitney addressed the Board and said the Chief evaluations are to be completed each year by January. Human Resources Manager Alena Sampson provided evaluation packets to each Board Member and explained how it will work. The Fire Chief will complete a self-evaluation and provide it to the Board by the November 16, 2022 Board Meeting. At that time, the Board Members can complete their evaluations by the December 21, 2022 Board Meeting, at which time, they will go in to Executive Session to complete the Fire Chief Evaluation per contract.

**No Motion**

### **7. Discussion and possible approval of the Affidavit of Compliance for the Board of Supervisors in Pinal and Maricopa Counties.**

**Motion** by Director Moeller to approve the Affidavit of Compliance for the Board of Supervisors in Pinal and Maricopa Counties.

**Seconded** by Director Kurian

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

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

#### **Fire Chief Report**

- Grants – Firehouse Subs
- TMMS Agreement
- Special Event Discussions
- DHS Bed Delay Discussion
- Pinal County Meetings
- Budget Managers
- Captain's Meetings
- Budget Managers
- Captain's Meetings
- Chief Executive Officer Program – Charter Class
- Community Awards
  - Tina Gerola – AJ Chamber of Commerce – Community Educator of the Year
  - Colt Weddell – AJ Chamber of Commerce – Firefighter of the Year
- Special Thanks
  - City of Apache Junction
  - Apache Junction Unified School District
  - Pinal County Supervisor Serdy & Staff



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### **Emergency Services – Operations**

- Conflict Resolution – 2022 Captain Promotional Prep
- Tactical Sets and Reps – 2022 Captain Promotional Prep
- Special Events Task Force Meeting
- Public Land Managers, State, Counties & Cities Meeting
- Apache Junction City Council Work Session

### **Emergency Services – Significant Incident**

- Covina Street, Mesa
  - Patio fire with no extensions
- Hilton Road, Apache Junction
  - Lightning strike to palm tree
  - No extensions to structure
- AZ 88 – Single vehicle rollover – required low-angle rescue
- Pioneer Street – Working fire – two-story residential-quick knockdown – no civilian or firefighter injuries
- Monthly Incident Call Volume

### **Emergency Services – Training**

EVRA 2002-2

- Andrews, Hammer, Ta'ase, Avakian
- RTO Elliott
- Week 8
  - Midterm exam
  - Hazmat 40 hour cert
  - Functional skill sets
  - Live burns
- Captains Promotional Practical
  - Conflict Resolution
  - VICC Sets / Reps
- TRT 200 Class
  - Firefighter Kevin Montgomery
  - Firefighter Wes Fimbrez
- Wildland Train / Trainer
  - Captain Lance Frawley
  - Firefighter Caleb Brown
- Monthly & Year-to-Date Training hours



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## **Transportation Services**

- Paramedic Interviews
- New hire training for Paramedic Isabelle Worden
- DHS Inspection of units C-87 and C-88
- Numerous regional meetings
- Continuing work with Finance regarding Medicare Ground Ambulance Data Collection System
- Monthly Call Volume
- CON Compliance

## **Support Services**

- September Support Services Data
  - 24 Plan Reviews
  - 10 Environmental Requests / Permits
  - 7 Car Seat Installations
  - 21 Inspections
  - 1 AED / CCR Presentations
  - 4 CPR Demonstrations
- Events
  - City's Mad Science Event (Watermelon Drop)
  - Fire Truck Visit at The Learning Center (TLC) Preschool
  - Brookdale Residents Visited Station 263
  - Station 261 Tour with the Cub Scouts
  - Tina & Crew at AJ Library Read Event with Fire Safety
- Training & Meetings
  - TRWC Board Meeting
  - Community Risk Reduction Symposium
  - Special Events Task Force
  - Mesa Fire Prevention Training
  - Knox Box Representative Meeting
  - Valley Fire Marshal's Meeting
  - HR Training (Human Resource Issues for Fire Department's)

## **Administrative Services**

- Technology Integration – CLM, UKG, Etc.
- New Hires start on Tuesday, October 25<sup>th</sup>
  - Nolan Willoughby – EMT
  - Wyatt Reimann – Paramedic (Part Time)
- Captain's Promotional Process
  - HR instruction in Captain's Pre-Promotional Class
- Grants processing



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### **Financial Services**

- Audit preparation and remote work
- Audit fieldwork starts October 31<sup>st</sup>
  - Audit Team Supervisor will want to talk with a Board Member and Fire Chief on either October 31 or November 1
- Previous TMMS lease and sublease closeout

### **9. New Business / Future Agenda Items**

None

### **10. Announcements / Document Signing**

Fire Chief John Whitney announced there will be a Chili Cook-off on Saturday, October 22, 2022 at the Superstition Food Bank in Apache Junction. The cost is \$5 per person and the time is 11:00 a.m. to 4:00 p.m. The Board Members are invited. Chief Whitney directed Board Secretary Sherry Mueller to post a Public Notice relating to this event.

### **11. Adjourn**

**Motion** by Clerk Cross to adjourn the board meeting at 6:33 p.m.

**Seconded** by Director House

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

**Governing Board Approval:**

DocuSigned by:

*Jeff Cross*

11/16/2022

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Board Clerk Jeff Cross