



## **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

#### **DECEMBER 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, DECEMBER 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.**

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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 George Nasello

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

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Jeff Cross Director Jason Moeller, Director Shawn Kurian and Director Connie Van Driel.

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Brian Read, Assistant Chief Richard Mooney, Transportation Services Director Billy Warren, Finance Director Roger Wood, Administrative Services Director Anna Butel, 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 November 2022 financial reports and bank reconciliations.**

**Motion** by Director Moeller to approve the November 2022 financial reports and bank reconciliations.

**Seconded** by Director Cross

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



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

#### **Recognition of Community Member**

Emerson Knowles

Superstition Mountain Rotary Club – Sponsored Golf Foursome

#### **December Anniversaries**

##### **10 Years of Service:**

**George Nasello**, Fire Mechanic II

##### **2 Years of Service:**

**Steven Schaeken**, Firefighter

**Bradley Powers**, EMT

##### **1 Year of Service:**

**Brian Read**, Assistant Chief

##### **Retirement**

**Captain Rob Bessee**

2001 – 2022

##### **Promotion / Pinning**

Captain Travis Yates

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

None

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

- A. Board Meeting Minutes from November 16, 2022
- B. Pinal County Treasurer's Office and Wells Fargo Bank signature authority
- C. Transfer of funds for the January 1, 2023 Chase Refinancing Bond debt service interest payment
- D. Transfer of funds for the January 1, 2023 Certificate of Participation (COP) US Bank Debt Interest Payment
- E. Renewal Insurance for 7710/Benchmark for 2023
- F. Banner Occupational Health Clinic Annual Renewal Agreement for March 1, 2023
- G. Replacement of the extrication tools for Ladder 264
- H. 2023 Lost Dutchman Marathon Medical Staffing Agreement with the City of Apache Junction



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- I. Fieldprint Fingerprinting Services Agreement
- J. Bound Tree Medical, LLC – Amendment to Agreement
- K. HRSA Grant Equipment Purchase

**Motion** by Director Cross to approve all consent agenda items for December 21, 2022.

**Seconded** by Director Kurian

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

**5. Discussion and possible action to appoint the SFMD Board of Director’s Chair and Clerk positions.**

Director Cross nominated Kathleen Chamberlain to remain as Board Chairman. Kathleen Chamberlain accepted the Board Chair position. Director Cross nominated our new Board Member, Connie Van Driel to be the Board Clerk. Connie Van Driel accepted the Board Clerk position.

**Motion** by Director Moeller to appoint Kathleen Chamberlain as SFMD Board Chair and Connie Van Driel as SFMD Board Clerk.

**Seconded** by Director Cross

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

**6. Discussion and possible action to appoint the SFMD Local Pension Board Chairperson.**

Director Cross nominated Director Moeller for the position of SFMD Local Pension Board Chairperson. Director Moeller accepted the Pension Board Chairperson position.

**Motion** by Director Cross to appoint Director Moeller as SFMD Local Pension Board Chairperson.

**Seconded** by Director Kurian

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

**7. Discussion and possible action regarding the conflict of interest or potential conflict of interest of SFMD Governing Board Members.**



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Director Moeller stated he has a conflict of interest as his wife is on the Board of the Parks and Recreational Department with the City of Apache Junction, and he is an active member of the VFW. Clerk Van Driel stated that she has a relative that works for SFMD; she works for Pinal County and is also the President of the Boys and Girls Club of Apache Junction.

Chairman Chamberlain stated she is a member of the VFW Auxiliary and is a member of the Apache Junction Mounted Rangers.

Director Kurian and Director Cross had no conflict of interest to state.

### **No Motion**

#### **8. Discussion and possible approval of the 2023 disclosure statement of meeting notice posting locations and dates for the Superstition Fire & Medical District Governing Board Meetings and Local Pension Board Meetings.**

**Motion** by Director Moeller to approve filing the 2023 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 Director Kurian

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

#### **9. Discussion, presentation, and possible approval of a commitment to purchase (through a capital lease) one 2023 Horton 623 Ambulance with power loader and cot.**

Transportation Services Director Billy Warren stated that in April of this year, a 5-year replacement plan was presented and approved by the Board. At that time, the board approved the purchase of ambulance number one through a capital lease. It is now time to purchase ambulance number 2 on the 5-year replacement plan. We have updated the budgetary impact of this project with the ARPA funding that we are receiving and are still on track with our timeline.

**Motion** by Director Kurian to approve the commitment to purchase one 2023 Horton 623 ambulance through a capital lease."

**Seconded** by Director Cross

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



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### **10. Senior Leadership Team Reports**

#### **Fire Chief Report**

- City of Apache Junction – Interagency Governmental Agreement (IGA)
- SAFER Grant
- Entrada Del Oro – next phase
- Annual Employee Evaluations
- Noncriminal Justice Compliance Audit
- LPGA Drive On Championship
- EVIT Support
- Firewise
- Benefits Project Committee
- AFDA Legislative Committee

#### **KUDOS**

- Mat Leon and the Superstition Firefighters Charity group
- New Firefighters – Chase Andrews, Alex Avakian, Steven Hammer and Apolo Ta’Ase
- Medic Graduates – Shane Gereg, Trace Leggett, Luke Mays, Anthony Pezzino and Brad Powers
- Recruit Firefighters – Chase Thompson and Nolan Willoughby
- Banner Goldfield Paramedic of the Year – Ryan Markham
- Organizational Team Building – Yoga Session

#### **Emergency Services**

##### **Operations**

- Active Shooter Drill – Banner Goldfield – SFMD & Apache Junction Police
- EVRA 22-2 Graduation 12/9/22
- Paramedic Graduation 12/15/22
- Interagency Emergency Management Committee Meeting
- Monthly Incident Call Volume

##### **Training**

- Driver Operator Training
- East Valley Regional Ladder Training
- Active Shooter – SFMD / AJPD
- Probationary Firefighters – Class 22-2
- Monthly and YTD Training Hours



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### **EMS**

- Implemented the newly designed EMS reintegration training for Firefighter Paramedic returning from deployment
- Attended Paramedic graduation for five SFMD personnel: Firefighters Shane Gereg, Trace Leggett, Luke Mays, Anthony Pezzino and Transportation Services Paramedic Brad Powers
- Administered Paramedic entrance exam for 2023 Paramedic class

### **Transportation Services**

- Finalized the spec on our new ambos
- AEMS Fall forum
- Attended active shooter drill meetings for Banner Goldfield and Banner Ironwood
- AZDHS ambulance inspection of unit C-90
- Attended MCC Paramedic graduation
- Working with Digitech on the revalidation of our Medicare provider enrollment
- Monthly Transportation Call Volume
- CON Compliance through November 2022

### **Support Services**

- November / December Events
  - Pinal County Open House (11/7)
  - Imagine Prep “Thankful for First Responders” Event (11/18)
  - Toy Drive Pancake Breakfast at Superstition Mountain Golf Club
  - American Legion Donation to SFMD (\$1,800) (12/5)
  - Holiday Outreach at Station 265 (12/10)
  - Delivered Santa & Mrs. Clause to Boys & Girls Club Holiday Party (12/14)
- Prevention Services
  - 15 Environmental Requests / Permits
  - 6 Community Event
  - 2 Car Seat Placements
  - 2 Citizen Request / Assistance
  - 3 School Pub Ed Presentations
  - 4 AED/CCR Presentations
  - 3 Inspections
  - 12 Plan Reviews

### **Administrative Services**

- UKG – HR core and Time/Accruals
- Telestaff – Cross Training



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- Firefighter Recruit Administrative Training

### **Administrative Services Continued**

- Benefits Project Committee
- HRSA Draw Down of Funds

#### Mid-Year Update – *Technical Services*

- 58% Budget Remaining for IT M&O (100 & 150 Funds)
- Desktop PC and Laptop Replacements (Annual Rotation)
  - 7 of 12 Completed
- Sophos Email Security Implementation
  - Completed October 2022
- Fire Station Common Room Virtual Meeting / Training Upgrade
  - Equipment ordered, slated for installation in January 2023
  - Funded by SRPMIC Grant
- Upcoming Capital Replacements
  - District-Wide Wi-Fi Equipment Update – scheduled for spring 2023
  - HQ DFS Server 5-Year Replacement
  - MDT 5-Year Replacement 20 – 24)
  - ImageTrend Continuum
- Mid-Year-Update – *Human Resources*
- Administrative Training & Conferences
  - 90% of Budget UKG, AZAA, AFCA/AFDA, and ImageTrend
- Tuition Reimbursement – 22% of funding spent
- Annual Firefighter Physicals – 60% complete with the rest to be completed at the end of the month
- 12 Personnel Hired
- 4 Promotions
- 2 TRT and 4 Paramedics

### **Financial Services**

- Coordinating with Henry & Horne (now Bakertilly) audit team to finalize audit report and related financial statements, including additional schedules to ensure compliance with COP bond requirements
- Coordinating with Billy Warren to finalize the FY2021/2022 Annual Revenue and Cost Report (ARCR) for Transport Division submission
- Working on 2022 Worker's Compensation audit report

**11. Possible vote to go into Executive Session (10.1) for personnel matters pursuant to A.R.S. § 38-431.03(A)(1) and legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions from legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: Fire Chief John**



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### Whitney's annual evaluation.

Motion by Director Cross to go into Executive Session (10.1) at 6:36 p.m. for personnel matters pursuant to A.R.S. § 38-431.03(A)(1) and legal advice pursuant to A.R.S. § 38-431.03(A)(3) and possible instructions from legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: Fire Chief John Whitney's annual evaluation;

**Seconded** by Director Moeller

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

### 12. Public Session. Discussion and possible action regarding the Fire Chief's annual evaluation.

The Public Session resumed at 7:24 p.m. Chairman Chamberlain stated the Board Members went over the evaluation for the Fire Chief Whitney and listened to Chief's presentation. The Board Members are extremely pleased with the direction he has been taking the District.

Chief Whitney stated he truly appreciates the support of the Board Members. Chief thanked the Board Members for the time they took reviewing his evaluation.

### 13. New Business / Future Agenda Items

The AFDA Winter Conference was discussed. The AFDA Winter Conference will take place on January 11<sup>th</sup> – 13<sup>th</sup>, 2023.

### 14. Announcements / Document Signing

### 15. Adjourn

**Motion** by Director Moeller to adjourn the board meeting at 7:36 p.m.

**Seconded** by Director Kurian

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

### Governing Board Approval:

DocuSigned by:

*Connie Van Driel*

1/18/2023

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Connie Van Driel, Board Clerk