



Superstition Fire & Medical District

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

Administration Office
565 North Idaho Road
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Governing Board Meeting Minutes

JANUARY 18, 2023

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, JANUARY 18, 2023. 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 John Ponio

C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Connie Van Driel, and Director Jeff Cross. Director Jason Moeller attended via conference phone. Director Shawn Kurian 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, 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 December 2022 financial reports and bank reconciliations.

Motion by Director Cross to approve the December 2022 financial reports and bank reconciliations.

Seconded by Clerk Van Driel

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



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

January Service Anniversaries

34 Years of Service:

John Christensen, Engineer

20 Years of Service:

Chuck Hanson, Engineer/Paramedic

2 Years of Service:

Brady Harmon, Firefighter/Paramedic

Andrew Silva, Paramedic

1 Year of Service:

Miki Klemesrud, Account Clerk Specialist AP/AR

3. Call to the Public.

None

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

- A. Board Meeting Minutes from December 21, 2022 – **Appendix A**
- B. Executive Session Minutes from December 21, 2022 - **Appendix B**
- C. SCBA Decon Washer Purchase - **Appendix C**
- D. Renaissance Festival Contract for Fire and Medical Services - **Appendix D**
- E. Purchase and setup of one 2023 Ford F250 Battalion Truck – **Appendix E**
- F. Purchase of one 2023 Horton 623 Type 1 Ambulance – **Appendix F**

Motion by Director Moeller to approve all consent agenda items for January 18, 2023.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

5. Discussion and possible approval of the Fire District's Independent Auditor's Report and related financial statements for the fiscal year ending June 30, 2022, as required by Arizona Revised Statute §48-253, and as presented by Bakertilly (previously Henry & Horne, LLP) – Certified Public Accountants.

The District's annual audit was completed as required by A.R.S. §48-253. Steven May, Audit Supervisor – Bakertilly, attended the Board meeting to present information regarding the audit.



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Steven May explained the basics of the annual audit. He stated there were no findings issued in 2022 and there were no recommendations issued in 2022.

Motion by Director Cross to approve the Fire District's Independent Auditor's Report and related Financial Statements for the fiscal year beginning July 1, 2021 and ending on June 30, 2022, as submitted by Bakertilly, and to direct Staff to submit the auditor's report to Pinal County and Maricopa County as required by ARS§48-253.

Seconded by Clerk Van Driel

Vote 4 ayes, 0 nays, MOTION PASSED

6. Discussion and possible action regarding the approval and adoption of a planning calendar and process for Fiscal Year 2023 / 2024 SFMD Revenue and Expenditure Budget

Motion by Director Cross to adopt the Fiscal Year 2023/2024 Budget Planning Calendar as presented, and to schedule the July Governing Board Meeting for Wednesday, July 19, 2023 at 5:30 pm when the Fiscal Year 2023/2024 budget will be adopted."

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

7. Update and discussion regarding the 2023 Benefits Analysis.

SFMD has been in the process of analyzing our current benefits programs with a joint Labor / Management project committee. Fire Chief Whitney provided an update on some of the issues faced with our current model. Some of the topics of discussion were:

- Increasing healthcare costs
- Increased utilization
- Lack of sustainability of the current "Benefits Dollars" model
- Model background
- Current actions
- Unknown variables

Chief Whitney discussed some of the goals:

- Establish sustainability
- Control / minimize costs wherever possible
- Minimize overall impact to the employees
- Disentangle healthcare dollars from retirement dollars



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- Increase transparency
- Provide comprehensive, competitive benefits package for all employees

No Motion

8. Discussion and possible approval regarding the April 2023, May 2023 and June 2024 Board Meeting Dates.

Due to conflicts in April and May of 2023, please consider changing the Board Meeting Dates. Staff recommends that the April 2023 Board Meeting be moved to April 12, 2023 and the May 2023 be moved to May 16, 2023.

SFMD would like to print 2024 shift calendars as part of the planning process. The June 19, 2024, board meeting falls on a holiday Juneteenth. In an effort to avoid a misprint, staff recommends that the June 2024 board meeting be moved one day earlier to Tuesday, June 18, 2024.

Motion by Director Cross to change the following Board Meeting dates to Wednesday, April 12, 2023, Tuesday May 16, 2023 and Tuesday, June 18, 2024.”

Seconded by Clerk Van Driel

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

9. Discussion and possible approval regarding a sponsorship letter for East Valley Institute of Technology (EVIT).

Recently SFMD was approached by the East Valley Institute of Technology (EVIT) regarding potential sponsorship of their firefighter program. Their request is for a letter of support to allow them to certify students to the national standard. They currently train to that standard but are unable to certify based on a lack of sponsorship. Chief Whitney reached out to Mesa Fire Chief Cameli from a professional courtesy aspect since EVIT is physically located in Mesa (although it serves high schools throughout the valley). Chief Cameli expressed support of SFMD sponsoring the EVIT’s program. Staff feels this is a great connectivity opportunity for SMFD and a way to give back to the fire service by increasing eligible applicants throughout the state.

Motion by Director Moeller to approve the letter of support and sponsorship of the East Valley Institute of Technology’s (EVIT) firefighter training program.

Seconded by Director Cross

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



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10. Senior Leadership Team Reports

Fire Chief Report

- Benefits & Budget
- AFFF Funding – AzDEQ
- Firewise Assessor Course
- AFDA Legislative Committee
- LPGA Event
- AFDA Conference
- KUDOS – E263-C - AZ Goldfield stop

Emergency Services

- Superstition Vistas – discuss emergency access to the site
- Special Event Task Force Meeting
- Garney Construction – discuss the TRT rescue plan on site
- Review and revise operational plans for the upcoming special event season

Significant Incidents:

- 12/22/2022 – Working structure fire – garage fire
 - Quick knockdown – containment to the garage
 - Two pets located and returned to owners
- 1/6/2023 – GSW – SFMD deployed ballistic PPE
- Monthly Incident Call Volume

Training

- Live fire drill at the Mesa Regional Training Center
- Regional TRT Training – Window Washer
- Driver Operator Training
- Regional Command Training at PFD Command Training Center (CTC)
- Electric Vehicle Training
- Class 23-1 Pre-Academy from January 17-27
- EVRA 23-1 start January 30th
- Can Act as Engineer packet and process
- Monthly and YTD Training Hours

EMS

- Welcomed Captain Fox
- Working toward a 2-year EMS training plan
- Completed Quarterly CE with Dr. Solem
- Departmental RECERT program audit
- Attended East Valley Command training for Mid Rise



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Transportation Services

- Medicare enrollment re-validation completed
- Medicare ambulance inflation factor 8.7%
- Attended EMS ROCC Ambulance billing sub-committee inaugural meeting
- Monthly Transportation Volume
- CON Compliance through December 2022

Support Services

- Fire Prevention
 - Plan Reviews – 22
 - Inspections – 10
 - Citizen Requests or Assistance – 2
 - Environmental Requests, Permits, Concerns, Knox Box Assistance – 17
- Community Risk Reduction
 - Fire Safety Presentations – 1
 - Car Seat Placements – 2
 - School Pub Ed Presentations – 1
 - AED/CCR Presentations – 4
 - Community Events
 - Montesa Golf Cart Parade (264 participated) on 12/22
 - Stand Up AJ Walk & Talk Health Event on 1/14
 - City Meetings
 - Dino's Restaurant Project on 12/5
 - Special Events Meeting on 12/6
 - 153 N. Ocotillo Dr. Trailer Park on 12/19
 - Superstition Vistas (DR Horton) Model Opening Meeting
 - Interagency Emergency Management Meeting on 12/19
 - TRWC Board Meeting on 1/17

Administrative Services

- Pinal County ARPA funding received
- Assistance to Firefighter Grants (AFG)
- Computer Services
 - 14 Helpdesk Tickets Closed (15 Received)
- UKG Ready – Time and Core HR Build
- Two New Hires – EMTs



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Financial Services

- FY 2023/2024 Budget Preparation
 - Updating labor, benefits, budget manager, and overall budget files.
- NAV change information from Pinal and Maricopa counties is due February 10, allowing Staff to provide the Board with tax revenue projections at the February Board Meeting.
- Transport revenue projections due to automatic rate increase may lag depending on when we are notified.

11. New Business / Future Agenda Items

None

12. Announcements / Document Signing

No announcements

13. Adjourn

Motion by Clerk Van Driel to adjourn the board meeting at 6:53 p.m.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

DocuSigned by:

Connie Van Driel

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Board Clerk Connie Van Driel