



# Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | [sfmd.az.gov](http://sfmd.az.gov)

## Governing Board Meeting Minutes

### **FEBRUARY 15, 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, FEBRUARY 15, 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 Anna Butel

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

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Connie Van Driel, Director Jeff Cross, Director Jason Moeller. 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, 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 January 2023 financial reports and bank reconciliations.**

**Motion** by Director Moeller to approve the January 2023 financial reports and bank reconciliations.

**Seconded** by Clerk Van Driel

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

**Administration Office**  
565 North Idaho Road  
Apache Junction, AZ 85119

**Regional Training Center**  
3700 East 16<sup>th</sup> Avenue  
Apache Junction, AZ 85119

**Fleet Services**  
1455 East 18<sup>th</sup> Avenue  
Apache Junction, AZ 85119

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

**February Service Anniversaries**

**23 Years of Service:**

Fire Captain / Paramedic **Carlos Rivera**

**14 Years of Service:**

Fleet Services Manager **Vaughn Croshaw**

**10 Years of Service:**

Captain / Paramedic **Dave Endres**

Engineer **Monte Fuller**

Captain / Paramedic **Chris Furgeson**

**3 Years of Service:**

Firefighter / Paramedic **Matt Leon**

Paramedic **Ryan Markham**

**1 Year of Service**

Firefighter **David Tavares**

Firefighter **Max Gregor**

Firefighter **Haden Langenhorst**

Firefighter **Logan Garman**

Firefighter **Jordan Wilkes**

Firefighter **Erik Arbit**

**Fire Ops 101 – Three Board Members attended Fire Ops 101 at the Mesa Fire Training Grounds.**

**3. Call to the Public.**

None

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

- A. Board Meeting Minutes from January 18, 2023
- B. Renewal of Property / Casualty / Liability Insurance policy
- C. James Vincent Group Agreement
- D. Blues & Brews Art Festival Contract for Medical Services
- E. LPGA Drive on Championship Contract for Medical Services
- F. 8655 Reporting Agent Authorization

**Motion** by Director Cross to approve all consent agenda items for February 15, 2023.

**Seconded** by Director Moeller

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

**5. 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, 2022.**

Per A.R.S. §38-847(D)(7), the Local 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, 2022.

The entire PSRPS Annual Comprehensive Annual Financial Report (CAFR) – June 30, 2022 can be accessed via the following link:

<https://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:

- A.** Funded percentage as of June 30, 2022 (page 12 of 152)
  - Tiers 1 & 2: 66.2%, up from 55.3%
  - Tier 3: 110.8, up from 106.6%
- B.** PSPRS received a clean audit opinion from Clifton Larson Allen LLP, their external audit firm (page 20/152)

**No Motion**

**6. Discussion regarding the annual actuarial valuation report as of June 30, 2022 for Superstition Fire & Medical District’s (148) participation in the Arizona Public Safety Personnel Retirement System (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 PSPRS as of June 30, 2022, and applies directly to SFMD, with our current benefits and liabilities. (See pages 4 and 5 of report)

#6. Continued:

Employer Contribution Rates	July 1, 2022	July 1, 2023	
SFMD Tier 1 & Tier 2 Contribution Rate			
Before Refi	35.56%	16.72%	-18.84%
After Refi	14.50%	16.72%	+2.22%
SFMD Tier 2 Defined Contribution Rate	4.00%	4.00%	
SFMD Tier 3			
Before Refi	31.00%	12.78%	-18.22%
After Refi	9.94%	12.78%	+2.84%
SFMD Tier 3 Defined Contribution Rate	3.00%	3.00%	
<b>Employee Contribution Rates</b>			
Tier 1 DB only	7.65%	7.65%	
Tier 2 DB + DC	11.65% + 3.0%	9.34% + 3.0%	
Tier 3 DB + DC (Hybrid)	9.94% + 3.0%	9.56% + 3.0%	
SFMD's Funded Status (pension and health insurance subsidy) – see page 9			
Tier 1 & 2	97.2%	+31.3%	
Tier 3	110.5%	+3.2%	

The entire report can be accessed via the following link:

<https://misc.psprs.com/actuarials.aspx>

Use the Drop down windows to choose Superstition Fire and Medial Dis (PSPRS) (148) and Fiscal year 2022 to retrieve the full report.

### **No Motion**

## **7. Discussion of the 2023/2024 Fire District Tax Abstract / Levy Limit Worksheet for Pinal and Maricopa counties, and its impact on the development of the Fiscal Year 2023 / 2024 Revenue Budget.**

- Total District NAV: + \$32,357,454 (+ 6.61%)
- Tax Rates for Planning Purposes:
  - 100 Fund: \$3.47
    - Second year in a row below tax cap (\$3.50)
    - An additional \$500,000 targeted for 200 Fund
  - 500/600 Funds: \$0.125
- Total FY 2023/2024 Combined Tax Rate: \$3.595
  - Still below the FY 2021/2022 combined tax rate (\$3.63)
- SRP NAV will be available in early March

### **No Motion**

**8. Discussion and possible approval of Policies: 1008 Tuition Reimbursement, and 1051 Work Schedules.**

SFMD has revised policies 1008 Tuition Reimbursement, and 1051 Work Schedules. These two policies have been revised by SLT, Labor Management, and the policy committee. Adjustments to the policies were to make process more clear for the workforce and management

**Motion** by Director Moeller to approve policies: 1008 Tuition Reimbursement, and 1051 Work Schedules.

**Seconded** by Director Cross and Clerk Van Driel

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

**9. Discussion and possible approval regarding the Assistance to Firefighters (AFG) grant.**

The FEMA AFG grant opened on January 9, 2023, and closed on February 10, 2023. SFMD submitted on February 9<sup>th</sup> for vehicle acquisition. In anticipation of station 266 opening in the next few years, a new pumper will be necessary. Furthermore, there is a 2 to 3-year build time, with price increases occurring annually.

This grant has a 10% match that FEMA applies. SFMD budgets the match (\$83,978.91) in the 200 fund during the budget process. Federal grants are typically authored in one fiscal year and approved the following year, allowing for planning and funding purposes.

*Please see the cost breakdown below.*

**Apparatus:**

One Velocity Pumper EM744

**Financial Impact(s)/Budget Line Item**

<b>SFMD 2022 Grant 200-70-72240-20</b>	
Total Cost	\$923,768.00
Federal Share	\$839,789.09
SFMD Share (10% Match)	\$83,978.91

**Motion** by Director Moeller to place \$83,978.91 in the 200 fund for fiscal year 2023/24 as SFMD's share if the grant is awarded.

**Seconded** by Director Cross

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

## 10. Senior Leadership Team Reports

### Fire Chief Report

- AFDA Alternative Funding Legislative Group
- USFS Wildfire Presentation
- Benefits (NWFED), military, post-employment health plans, etc.
- Fire Ops 101
- Glendale Fire Assistant Chief Interviews
- Paramedic & Part-Time EMT Interviews
- Budget Preparation
- Policy, Policy, Policy
- AJ State of the City
- Lost Dutchman Days Parade
  
- Fire Ops 101 – Kudos:
  - Captains Walka, Frawley, Elliott and Fox
  - Engineer Perez
  - Chief Pohlmann
- EMS Standby
  - Firefighters Gallagher and Harmon
- E261
  - Captain Ledbetter, Engineer Schow and Firefighters Andrews and Garten

### Emergency Services

- After Action Debrief with AJPD
- LPGA – Large Special Events Meeting – Pina County
- Staffing for all Special Events
- Fire Ops 101
- Training Committee Live Burn After Action

#### Significant Incidents:

- Single vehicle rollover resulting in 2 fatalities
- Residential Fire – Offensive attack transition to defensive attack
- Vehicle into a Structure
  
- Monthly Incident Call Volume

### **Training**

- East Valley Recruit Academy 23-1
  - RTO Robson
  - Recruit Firefighter Chase Thompson
  - Recruit Firefighter Nolan Willoughby
  
- Regional Live Burn
- Thermal Imager Camera Training
- Driver Operator Training

- Monthly and Year-to-Date Training Hours

### **EMS**

- Renaissance Festival – Set up and ongoing support
  - 47 points of contact
  - 3 transports
- Paramedic School Kick-off
- Observed the Waste Management Open Command and EMS support functions
- LIFEPAK15 Service Set-up
- Prep for Lost Dutchman Marathon Unified Command
- Support for Fire Ops 101

### **Transportation Services**

- Training for new hire EMTs
- Conducted Paramedic and EMT Interviews
- Meeting with Digitech (billing company)
  - Review accounts receivables balance
  - Upcoming ambulance data collection project
  - Medicare signatures
- AZDHS released the automatic rate increase information for 2023
  - We will receive 3.95%
  - This will be in effect for commercial and private insurance on July 1<sup>st</sup>, and Medicaid on October 1<sup>st</sup>
  - This increase does not apply to Medicare
- Monthly Transportation Volume
- CON Compliance through January 2023

### **Support Services**

- Fire Prevention
  - Plan Reviews - 9
  - Inspections - 12
  - Citizen Requests or Assistance - 3
  - Environmental Requests, Permits, Concerns & Knox Box Assistance – 13
- Community Risk Reduction
  - Community Events – 2
  - Fire Safety Presentations – 4
  - Car Seat Placements – 0
  - School Pub Ed Presentations – 3
  - AED / CCR Presentations - 12
- Special Events Meeting
- LEPC Meeting (Local Emergency Planning Committee)
- City Project Meeting (Superstition & Plaza)
- Pinal County LPGA Meeting

- WM Open Site Visit
- Fire Ops 101
- AJHS NJROTC Car Show

### **Administrative Services**

- Crest Renewal Planning
- Northwest Fire / CBiz
- Military Members Meeting
- Nationwide PEHP
- FEMA – AFG Grant Vehicle Acquisition
- Fire Business Systems Training
- CLM and Agreements Training
- DEMA Received - \$57,521.06
  
- UKG Update
  - Core HR – Continue Implementation – Go live March 2023
  - Benefits – Working through benefit changes – Open enrollment will be in UKG Ready
  - Payroll – Continue Implementation – Go live July 2023
  - Time and Accruals – Continue Implementation
  - Integrations – Azure Active Directory, Health Equity, Nationwide Retirement, Aflac, TeleStaff
  
- Payroll Update
  - W2s
  - 1099s
  - Quarterly 941
  - Policy Changes
  
- Technology Update
  - Stations – Video Conference Upgrade – Complete
  - District-Wide Wireless Access Point Upgrade  
All Stations and Admin – Complete  
RTC and Fleet – Scheduled for February 16
  - Computer replacements scheduled for March
  
- Human Resources Update
  - Paramedic and EMT Interviews
  - Policy Review
  - Cross-training in Telestaff
  - Onboarding process enhancement  
Driving Records
  - Hired new EMT



**Financial Services**

- Compliance Reporting
  - COP Bonds
  - JPMorgan Chase Bond
  - Pumper and tender capital leases
  - Ambulance leases
- Budget development for FY 2023/2024
  - Budget season for Staff and Budget Managers has started

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

None

**12. Announcements / Document Signing**

Clerk Van Driel announced that on February 21<sup>st</sup> at 6:00 p.m., The BLM (Bureau of Land Management) will hold a meeting at the Elks Lodge to scope out the public to find out what they would like in the Hackamore / Goldfield region for future recreation. This will be a big change for the community. The BLM will also be looking at the unsheltered area and what is going to happen to those people. There will stations that you can go to and leave comments. On February 23<sup>rd</sup> at 6:00 p.m., there will be a virtual meeting regarding the same items. A virtual link is available.


**13. Adjourn**

**Motion** by Director Cross to adjourn the board meeting at 6:45 p.m.

**Seconded** by Director Moeller

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

**Governing Board Approval:**

DocuSigned by:  
  
98EB0CECDE81421...  
Board Clerk Connie Van Driel