



Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

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Governing Board Meeting Minutes

MARCH 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, MARCH 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 Chief Whitney

C. Roll Call

Board Members in attendance were Chairman Kathleen Chamberlain, Clerk Connie Van Driel and Director Shawn Kurian. Director Jason Moeller attended via conference phone. Director Jeff Cross was not present.

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 February 2023 financial reports and bank reconciliations.

Motion by Director Kurian to approve the February 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 16th Avenue
Apache Junction, AZ 85119

Fleet Services
1455 East 18th Avenue
Apache Junction, AZ 85119

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

March Anniversaries

11 Years of Service:

Captain / Paramedic **Ryan Ledbetter**
Captain / Paramedic **Dan Elliott**
Captain **Bryan Heun**
Captain / Paramedic **Lance Frawley**
Engineer / Paramedic **Matt Perez**
Engineer / Paramedic **Adam Rodriguez**
Firefighter **Wayne Emerson**
Firefighter / Paramedic **Ryan Philips**
Firefighter / Paramedic **Brian Garten**

3 Year of Service:

Paramedic **Justin Elliott**

Community Recognition

Golden Sun RV Resort & Quilting Club – Thank you so much for the amazing dinner, your generous donation and amazing baby quilt!

3. Call to the Public.

None

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

- A. Board Meeting Minutes from February 15, 2023
- B. Engagement Letter with Kutak Rock LLP for Transport Services Legal services

Motion by Clerk Van Driel to approve all consent agenda items for February 15, 2023.

Seconded by Director Kurian

Vote 4 ayes, 0 nays, MOTION PASSED

5. Discussion and review of Budget planning, and approval of the Tax Rates to be used in preparing the Preliminary Budget for Fiscal Year 2023/2024.

Motion by Director Kurian to approve the tax rate of \$3.47 per hundred dollars of secondary valuation for District operations, and \$0.125 special assessment related to the 2018 JPMorgan Chase Refinancing Bond for development of the Tentative Budget for Fiscal Year 2023 / 2024.

6. Discussion and possible approval of Policies: 1015 Outside Employment, 1021 Fit for Duty, 1022 Physical Fitness and 1055 PSPRS Post DROP Employment Extension.

Motion by Director Kurian to approve Policies: 1015 Outside Employment, 1021 Fit for Duty, 1022 Physical Fitness and 1055 PSPRS Post DROP Employment Extension.

Seconded by Director Moeller

Vote 4 ayes, 0 nays, MOTION PASSED

7. Senior Leadership Team Reports

Fire Chief Report

- Budget, Benefits & Policy
- All-staff communications meeting
- Positively AJ
- CALSC w/Labor & AFSI
- Tier II Reporting
- TNF/DFFM Wildland Cooperators Meeting
- Lost Dutchman Days Parade
- Kudos
 - Engine 265 B-Shift
 - Captain Horvath
 - Engineer Rob McMinn
 - Firefighter Stephan Wagner
 - Firefighter Ryan Elowe

Emergency Services

- Attended ROCC (Regional Operations Consistency Committee)
- Training Committee
- Tactical Cadre Meeting
- Special Events
 - Lost Dutchman Marathon – Unified Command at RTC
 - Lost Dutchman Rodeo and Carnival
 - Blues and Brews Festival
- March 3rd was AJPD Dispatcher Celeste’s last set before retirement, the only thing on her bucket list not accomplished in 27 years with PD was riding on a fire truck. E263 C-shift made it happen
- Chief David Pohlmann assisted AJPD with their Lieutenant’s promotional process
- March 3rd C-shift participated in the procession for Superior Fire’s own Captain John Allison
- Significant Incidents
 - February 27th – Residential structure fire – Fire contained to exterior wall
 - March 1st – Residential structure fire – Quick attack, fire contained to the room of origin, no civilian or Firefighter injuries reported
 - March 4th – UTV incident – rollover with 5 total patients which included a fatality
 - March 6th – TRT rescue on Silly Mountain
- Monthly Incident Call Volume
- Training
 - East Valley Regional Academy Class 23-1 – Car Fire, Flammable Gas and Electrical Hazards and Mid-Term Test
 - Regional TRT Training
 - Crew Based Training and Hose Deployment
 - TRT – Block 2 – Rope Rescue
 - Upcoming Regional Training – Firefighter Survivability – Mayday; Ladder Ops – Vehicle Extrication
 - Tactical Cadre – Volume II; After Action Review Template
 - Monthly and YTD Training Hours
- EMS
- National Registry of Emergency Medical Technician recertification – 35 members
- Regional Meetings
 - EMS Regional Operations Consistency Committee
 - The Central Region Medical Directors Group meetings
- BSO for Chief Whitney in the Lost Dutchman Parade
- SFMD Incident Command as part of Unified Command for the Lost Dutchman Marathon

- EMS Continued
- Hospice of the Valley – Emergency Dementia Training
- Delivered New Hire EMS Orientation to our three new transportation employees with Director Warren
- Provided medical standby for our DFFM partners for their annual pack test
- Delivered Trauma Triage training in partnership with Mountain Vista Hospital
- Resource support for Special Events
 - Blues and Brews
 - Renaissance Festival
- Renaissance Festival Update
 - 206 contacts
 - 26 incidents generated through the MRDC
 - 16 transports

Transportation Services

- DHS Ambulance inspection of unit C-58
- February 2023 was the biggest cash month on record (\$416K). This is partially due to resolving the Medicare signature issue discussed at last month's meeting.
- Identified and resolved an issue with AHCCCS Health Choice that affected 81 accounts. We anticipate getting approximately \$90K in net revenue from this in March.
- Participating in a pilot run of the AZDHS BEMSTS EMS needs assessment. This will assist the bureau with guidance for future EMS initiatives, funding, and support impacting the Central Region and State.
- New Hires
 - 1 Full-Time Paramedic
 - 2 Part-Time EMT's
- Monthly Transportation Volume
- CON Compliance through February 2023

Support Services

- LPGA Meetings with Pinal County (March 23-26)
- Special Events Meeting
- United Fire Visit with Uniform Committee
- Communication Operations Meeting (Comm Ops)
- Committee Meetings (Uniform & Facilities)
- American Heart Health Month
 - 445 residents Hands-Only CPR (315 children) February only
- Completed Session 1: Chief Executive Officer Program (CEOP) in Mesa

Administrative Services

- HRSA Funding received \$114,777
- UKG Human Resources – Go live March 27, 2023
- Microsoft Teams and OneDrive Training
- PSPRS Local Board Conference
- Submitted Grants:
 - Salt River Pima Maricopa – REMS Equipment
 - Congressionally Directed Spending – EMS Equipment

Financial Services

- 2022 Worker’s Comp Audit completed resulting in \$17,473 refund
- Attended Baker Tilly sponsored conference to gain insight into requirements of Single Audit
- Worked with Stifel to determine the District is NOT subject to an arbitrage rebate related to 2006 GADA/Chase Refinancing tax-exempt bonds
- Working with Point-and-Pay to make programming changes to credit card payment portal on District website

8. Possible vote to go into Executive Session 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 to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: Fire Chief John Whitney’s employment contract.

Motion by Director Kurian to go into Executive Session 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 to legal counsel pursuant to A.R.S. § 38-431.03(A)(4) re: Fire Chief John Whitney’s employment contract.

Seconded by Clerk Van Driel
Vote 4 ayes, 0 nays, MOTION PASSED

9. Public Session. Discussion and possible action regarding possible revision to Fire Chief’s employment contract.

Motion by Director Kurian to instruct legal counsel to proceed as directed in the Executive Session in reference to Chief Whitney’s employment contract.

Seconded by Clerk Van Driel
Vote 4 ayes, 0 nays, MOTION PASSED

10. New Business / Future Agenda Items

None

11. Announcements / Document Signing

Administrative Services Director Anna Butel announced (as a reminder) the April 2023 Board Meeting was moved to Wednesday, April 12, 2023 (instead of the regularly scheduled date of April 19th).


Chief Whitney announced that on April 15th, 2023, we have the “Battle of the Badges” with AJPD at Prospector Park.

12. Adjourn

Motion by Director Kurian to adjourn the board meeting at 7:25 p.m.

Seconded by Clerk Van Driel
Vote 4 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

DocuSigned by:

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Board Clerk Connie Van Driel