



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

JANUARY 17, 2024

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 17, 2024. 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 Retiree Roger Wood

C. Roll Call

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

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, Ben Archer with James Vincent Group, and Chief Dave Pohlmann. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary. Attorney William Whittington attended via conference phone.

1. Review and approval of the December 2023 financial reports and bank reconciliations.

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

Seconded by Director Kurian

Vote 5 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.

January Anniversaries

35 Years of Service:

John Christensen, Engineer

21 Years of Service:

Chuck Hanson, Engineer/Paramedic

3 Years of Service:

Brady Harmon, Firefighter/Paramedic

Andrew Silva, Paramedic

2 Years of Service:

Miki Klemesrud, Account Clerk Specialist AP/AR

1 Year of Service:

Andrew Hayes, EMT

Retirement

Roger Wood, Finance Director

2013 - 2024

3. Call to the Public.

None

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

- A. Board Meeting Minutes from December 20, 2023
- B. Executive Session Minutes from December 20, 2023
- C. Portable Radios Purchase
- D. 2024 The Wedding Venue Event Firewatch Staffing & Apparatus Standby Agreement

Motion by Director Kurian to approve all consent agenda items for January 17, 2024.

Seconded by Director Moeller and Director Cross

Vote 5 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, 2023, 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.

Steven May explained the basics of the annual audit. He stated there were no findings issued in 2023 and there were no recommendations issued in 2023.

Motion by Clerk Van Driel to approve the Fire District’s Independent Auditor’s Report and related Financial Statements for the fiscal year beginning July 1, 2022 and ending on June 30, 2023, 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 Director Kurian

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

6. Discussion regarding the planning calendar and process for Fiscal Year 2024/2025 SFMD Revenue and Expenditure Budget.

No Motion

7. Senior Leadership Team Reports

Fire Chief Report

- Firewise/wildfire preparedness Discussion with Peralta Trails HOA
- Central Arizona Life Safety Council
- Statewide Mutual Aid Discussion
- Joint Statement of Principles
- Personnel Discussions
- Pre-Promotional Process Prep
- Budget Prep
- Appreciation for Donations:
 - Sunrise RV Church \$1,000
 - Lost Dutchman RV Resort \$750
 - Golden Vista RV Resort \$500
 - D Ann Wallace \$25

Emergency Services

- Met with Class 24-1 RTO
- City of AJ Special Events Task Force
- Attended (virtually) AFDA, CALSC, ROCC-Ops
- Met with Mountain Vista Health’s CEO and CNO
- Firewise discussion with Peralta Trails HOA

- Therapy Dog visit to stations 264 and 265
- AREST – practical scenarios
- LDM – Unified Command Meeting
- Special Events Staffing

Significant Incidents:

- 12/1/2023 – Goldmine Trail rescue, medical issues – Transported to Goldfield ER
 - 12/23/2023 – Idaho & US60, single vehicle rollover – Transported to Chandler Regional ER
 - 12/26/2023 – Winchester & Royal Palm area, Mobile home fire – Fire control – food on stove with minor extensions to the kitchen – No injuries
 - 12/28/2023 – Vista Road/Bowman Area – Working fire on scene of detached garage with 30% involvement – Fire control – No injuries
 - 1/1/2024 – Trail Rescue, Broadway Trailhead – 2 separate incidents
 - 1/3/2024 – Opal/E. Cicero Street area, vehicle fire – Fire extinguished and one victim transported to burn center
 - 1/10/2024 – Silly Mountain rescue of an injured hiker – Patient transported to parking lot and refused further treatment or transport
 - 1/10/2024 – S. Cardinal/S. Weaver – House fire – Crews report working attic fire – Fire controlled, no injuries
 - 1/11/2024 – E. Bursage Circle/E. Saguaro Blossom – House/attic fire – Crews found a working kitchen fire with two persons inside – Victims rescued and fire extinguished – Both victims transported to hospital
- Monthly Incident Call Volume

Training

- 4th Quarter Hose Deployment Training
- 2024 1st Quarter Ladder Training
- Crew-Based Training (CBT) – Pumping and Ladder company operations
- EVRA 24-1
 - 2/5/2024 – 5/16/2024
 - RTO Captain Ledbetter
 - Five recruits
 - Pre-academy 1/16 – 2/2 – Lead Instructor Engineer Mark Nelson, Advisor Engineer Trey Schow
- 2024 1st Quarter Ladder Company Training at Gilbert Public Safety Training Facility
 - Focusing on victim rescues
- Ladder Company Shift Trainers
 - A – Captain Robson
 - B – Captain Rivera
 - C – Captain Yates
- 1st Quarter TRT Training
 - Palm Tree Rescue
 - Steep Angle
 - SFMD Instructors assisting

- East Valley Cadets at Mesa Training – 12/27/23 and 1/2/2024
 - Went over Ropes/Rappelling
 - Lead – Captain Garcia
 - Cadet Trainers – Captain Shively, Firefighter Schaeken and Firefighter Willoughby
- Monthly and FYTD Training Hours

EMS

- Completed AREST ACLS and CPR Training
- Attended the Regional Operational Consistency Committee meeting for EMS
- Met with Mountain Vista Medical’s Senior Leadership
- Administrative Cleanup/Catch-up
 - JBL online learning
 - Annual training calendar
 - CARES updates

Transportation Services

- Banner Baywood Prehospital Meeting
- Ambulance Dispatch Protocol Meeting
- AREST Training
- New Hire EMT training
- EMS ROCC Billing Sub-Committee Meeting
- AEMS Education Committee Meeting, AEMS Functional Meeting
- Ambulance Commander Deductible Management Utility update
- Monthly Transportation Volume
- CON Compliance through December 2023

Support Services

Fire Prevention

- Plan Reviews – 10
- Inspections – 19
- Citizen Request – 7
- Environmental Requests -38

Community Risk Reduction

- Community Events – 3
- Fire Safety Presentations – 1
- Car Seat Placements – 2
- School Pub Ed Presentations - 0
- AED/CCR Presentations - 2

- Station 263 & Avalon Elementary Kindergarten students sang Christmas carols
- Station 264 Lead Montessa Golf Cart Parade
- Fire Truck Birthday party visit (3-year-old)
- Special Events Meeting
- Marathon Meeting
- Peralta HOA Firewise consult

Administrative Services

- Grants – DFFM and AFG
- UKG – W2 data, ACA Sign Off, Leave of Absence Configuration
- Office Tasks – Miscellaneous items
- Admin Facility – Plumbing, Floors, and Furniture
- Five Firefighter Recruits
- Two New EMTs

8. New Business / Future Agenda Items

None

9. Announcements / Document Signing

Clerk Van Driel announced the following items:

- Sleepy Hollow Road/County – The County is trying to organize a meeting which may possibly held around February 12, 2024 to discuss possible round-about, possible gate discussion, Fire District invited
- Renaissance Festival – ADOT discussion on possible addition of a 3rd lane on HWY 60 and/or a possible red light (in 2025).
- Country Thunder – Discussions on possible additional entry for next year
- Fish Creek / SR 88 – ADOT beginning to do repairs in March 2024 potentially opening the road in the summer of 2024.
- SMES – Moving the pre-school over to the old SMES School
- Queen Valley – 1/27/2024 – Car, Truck and Bike show
- Hackamore Road / BLM Land – Closing for 2 years beginning on February 5, 2024 (near Goldfield Ghost Town). Closed to all vehicle access. The area will be completely fenced. Horseback riding and hiking only allowed.
- Trailhead Closings – Two possible trail head closing by 2026 – Cloud View and Broadway Trailhead
- Paving for SMD Complex – Discussions regarding paving for SFMD Complex
- Remodel of PC Complex – Began discussions with County Staff to look at the potential to add a Community Hall to the complex. One of the alternatives is to remodel building 800 and add on an additional 5,000 sq. ft. However it would have to be built out and up. Other alternatives are being looked at.

10. Adjourn

Motion by Clerk Van Driel to adjourn the board meeting at 6:48 p.m.

Seconded by Director Kurian

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

Governing Board Approval:

DocuSigned by:

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Board Clerk Connie Van Driel