



Superstition Fire & Medical District

Serving the Communities of Apache Junction and Gold Canyon since 1955

Phone | (480) 982-4440

Website | sfmd.az.gov

Governing Board Meeting Minutes

AUGUST 21, 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, AUGUST 21, 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 Sherry Mueller

C. Roll Call

Board Members in attendance were Clerk Connie Van Driel (Acting Board Chairman), Director Jeff Cross (Acting Board Clerk), and Director Shawn Kurian. Chairman Kathleen Chamberlain attended via conference phone. Director Jason Moeller 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, Sarah Simonton with James Vincent Group, Chief Dave Pohlmann, Chief Tanner Fox and Chief Dan Elliott. Also in attendance was Sherry Mueller, Human Resources Generalist / Board Secretary. Attorney William Whittington attended via conference phone.

1. Review and approval of the July 2024 financial reports and bank reconciliations.

Motion by Director Kurian to approve the July 2024 financial reports and bank reconciliations.

Seconded by Director Cross

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.

August Service Anniversaries

23 Years of Service: Firefighter **Paul Gruetzmacher**

23 Years of Service: Firefighter **Mark Widick**

20 Years of Service: Battalion Chief **Jon Williamson**

17 Years of Service: Administrative Specialist **Kelly Bartz**

9 Years of Service: Account Clerk Specialist **Lori Hlavin**

9 Years of Service: Transportation Services Manager **Billy Warren**

8 Years of Service: Firefighter/Paramedic **Clint Musgrave**

3 Years of Service:

Firefighter **Kaden Logsdon**

Firefighter **Steven Hammer**

Firefighter **Chase Thompson**

2 Years of Service:

Firefighter **Alex Avakian**

Firefighter **Apolo Ta'ase**

Firefighter **Chase Andrews**

1 Year of Service:

Firefighter **Brock Doolen**

Firefighter **Brad Steinepreis**

3. Call to the Public.

None

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

A. Board Meeting Minutes from July 24, 2024

B. Purchase of ten Motorola Portable Radios

C. Purchase of six new Mohawk Lifts

D. Stryker Equipment Service Contract

Motion by Director Cross to approve all consent agenda items for August 21, 2024.

Seconded by Director Kurian

Vote 4 ayes, 0 nays, MOTION PASSED

- 5. Discussion and possible approval of Resolution 2024-08-21-01: a commitment to purchase through a capital lease agreement one 2025 Pierce Velocity Pumper; approval of resolution 2024-08-21-02 and approval of Certificate of Authority, both prepared in conjunction with the above-referenced Lease-Purchase Agreement dated July 10, 2024, and pursuant to the Master Lease-Purchase Agreement dated May 27, 2022, and including that certain Master Lease Purchase Addendum dated August 23, 2024 and that certain related Addendum prepared by legal counsel dated August 21, 2024.**

At the July 24, 2024, Board Meeting, the Board approved the purchase of a new Pierce Velocity Pumper through Hughes Fire Equipment, Inc., with the purchase being accomplished through a seven- (7) year capital lease-purchase.

The leasing company is PNC Equipment Finance, which requires the Board to sign the attached Master Lease-Purchase agreement between SFMD and PNC Bank. Legal will provide their opinion for the lease purchase in the form of three documents (Resolution 2024-8-21-02, Certificate of Authority, & Addendum).

Motion by Director Kurian to approve Resolution 2024-08-21-01: a commitment to purchase through a capital lease agreement one 2025 Pierce Velocity Pumper; approval of resolution 2024-08-21-02 and approval of Certificate of Authority, both prepared in conjunction with the above-referenced Lease-Purchase Agreement dated July 10, 2024, and pursuant to the Master Lease-Purchase Agreement dated May 27, 2022, and including that certain Master Lease Purchase Addendum dated August 23, 2024 and that certain related Addendum prepared by legal counsel dated August 21, 2024.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

- 6. Discussion and possible approval of Resolution #2024-08-21-03: Call for Cancellation of Election.**

This resolution is necessary to cancel the call for an election to be held on November 5, 2024 for the purpose of electing three individuals to serve as board directors for a four year term. The terms of three existing incumbents of the Board of Directors will expire in December of 2024. All three incumbents have filed the appropriate paperwork with Pinal County Elections Department to continue serving on the Board of Directors for Superstition Fire & Medical District beginning in January 2025. There is no outside person(s) interested in serving on the Board of Directors for Superstition Fire & Medical District.

Motion by Director Cross to approve

Seconded by Director Kurian

Vote 4 ayes, 0 nays, MOTION PASSED

- 7. Discussion and possible approval of Policies: 1008 Tuition Reimbursement, 1009 Reporting for Duty, 1010 Emergency Recall, 1012 Discriminatory Harassment, 309 Line of Duty Death and Serious Injury Investigations, 1036 Line of Duty Death, and 1037 Line of Duty Death and Serious Injury Notification.**

Motion by Director Kurian to approve Policies; 1008 Tuition Reimbursement, 1009 Reporting for Duty, 1010 Emergency Recall, 1012 Discriminatory Harassment, 309 Line of Duty Death and Serious Injury Investigations, 1036 Line of Duty Death and 1037 Line of Duty Death and Serious Injury Notification.

Seconded by Director Cross

Vote 4 ayes, 0 nays, MOTION PASSED

8. Senior Leadership Team Reports

Fire Chief Report

- Policy, Policy, Policy
- Agency Assist discussion with automatic aid partners
- Paramedic Interviews
- Budget Managers Meeting
- Deferred Compensation Committee planning
- Luncheon with AJ Leadership
- Capital Plan Development
- FC Forum
- Superstition Community Food Bank Open House
- Administrative Assistant Interviews
- Floats with Firefighters
- Painted Sky Park Ribbon Cutting Ceremony
- PIO selection process
 - The new face of SFMD – Sophie Boukatch
- Kudos – Director Warren – Maricopa Fire CON Assistant

Emergency Services

- Inaugural Monthly Training Review
- Regional Operations Consistency Committee
- Meeting with Rural Metro Deputy Chief and MFRD Assistant Chief
- Training Committee Meeting
- Met with AJPD to discuss upcoming joint training
- Capital Improvement Plan meeting with JVG
- Attended Superstition Food Bank Open House
- Monthly Incident Call Volume

Significant Incidents

8/03/2024: S. Ironwood Dr. – Residential Fire – Working bedroom fire. Quick fire attack with fire control. Fire contained to bedroom, no extensions. No FF injuries. One feline fatality.

8/04/2024: N. Payton Drive, Mesa – Working fire reported as a vehicle fire in driveway. Confirmed vehicle fire in driveway with fire impingement to eaves and fascia. Quick knockdown with no FF or civilian injuries reported.

8/05/2024: Silly Mountain trail rescue. Initial reports of exhausted hiker. Incident recalled while crews were responding. Hiker stated they can make it to the car. E262/UTV262 continued in and assisted hiker off the trail to their vehicle.

8/17/2024: W. Frontier Street – Residential Fire – PCSO on scene reporting house fire. On arrival crews found several quads, mattresses, and debris on fire exterior of residence. Resident admitted to started the fire so that police would respond so she could report a theft.

8/18/2024: S. Cedar Drive – Residential Fire – Working fire, started exterior and extended interior. E263 performed a quick attack containing the fire to two rooms. No FF or civilian injuries reported.

Training

- Transitioning from paper documents to digital documents utilizing Vector Solutions
- Created subcommittees to focus on organizational development
- Wrapping up month two of Training Guide. With Fire Training Cadre finalizing quarterly fire training. Training topics for quarterly training Mayday, firefighter survival and packaging downed FF. Hands skills conducted at the RTC starting second week of September.
- Attended East Valley Training Steering Committee
- Attended Active Assailant Trainer/Supervisor Meeting with AJPD
- BC/DC Tactical Training with Phoenix Fire Department
- Lithium-Ion Battery Training hosted by Gilbert Fire Department
- Attended and assisted with L264 C-Shift Training at RTC
- Developing Can-Act-As Battalion Chief packet
- Recruit Class 23-2 completed the second rotation of the probationary year and are now in the rover pool. Recruit Class 24-1 will complete their first rotation the second week of September.
- 8 members will attend State Fire School the first week of September.
- Monthly and FYTD Training Hours

EMS

- New Hire Implementation
- Image Trend Conference
 - Attended with Chief Pohlmann, Director Warren, Chief Elliott
 - Education and Learning: Continuum, Data exchanges/DataMart, Elite platform design, Administrator Education, Chart Building/Dynamic and Situation tools, NERIS, Report Writer Rebuild
- Development of a Monthly Training Guide
- EleGARD Implementation
 - Initial Train the Trainers
 - In-person education with all crews
 - Hands-on training with all crews
 - Devices delivered to stations for crew training before launch
- Regional EMS
 - East Valley Agencies Meeting
 - Central Arizona Regional EMS Medical Director's Consortium
- EMS Committee
- CQI Committee with Dr. Solem
- Communication with new base hospital partners
 - Planned Quarterly Training
 - Pediatrics
 - Obstetric
 - Cardiology
 - Trauma
 - Neurology/Strokes

Transportation Services

- Image Trend Conference in St. Paul, MN
- Transportation Paramedic Interviews
- SFMD EMS/CQI Committee Meetings
- EMS ROCC Billing Sub-Committee Meeting
- Dignity Health Meeting
- Central AZ Regional Medical Directors Consortium
- AEMS Functional and Education Committee Meetings
- AZDHS Inspection Unit C-100
- Monthly Transportation Volume
- CON Compliance through July 2024

Support Services

Fire Prevention

Plan Reviews – 18

Inspections – 64

Citizen Requests or Assistance – 3

Environmental Requests, Permits, Concerns and Knox Box Assistance – 35

Community Risk Reduction

Community Events – 2

Fire Safety Presentations – 0

Car Seat Placements – 1

School Pub Ed Presentations – 0

AED/CCR Presentations – 3

- Floats with Firefighters Event
- Gold Canyon Church Emergency Scenario Discussion
 - AED/CDR Presentation
- Capital Improvement Meeting
- Comm Ops Meeting
- SEPC Quarterly Meeting
- Sunset Vista Estates meeting with City & FD for TCO
- Superstition Food Bank Open House

Administrative Services

- IAFF Health & Wellness Trust
- Policy Analysis and Revisions
- Budget Manager Meeting
- Admin Specialist – Human Resources
- Deferred Compensation Meeting
- Post Employment Health Plan (PEHP)
- On the Job Injury (OJTI) and Exposure Workflow Updates

Financial Services

9. New Business / Future Agenda Items

None

10. Announcements / Document Signing

11. Adjourn

Motion by Director Kurian to adjourn the board meeting at 6:28 p.m.

Seconded by Director Cross

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

Governing Board Approval:

DocuSigned by:

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Board Clerk Connie Van Driel