



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

OCTOBER 16, 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, OCTOBER 16, 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 Valerie Blodgett

C. Roll Call

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

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Richard Mooney, Transportation Services Director Billy Warren, Administrative Services Director Anna Butel, Ben Archer with James Vincent Group, Chief Daniel Elliott, Chief Jeff Cranmer and Chief Tanner Fox. Also in attendance was Valerie Blodgett, Administrative Specialist-HR / Board Secretary and Attorney William Whittington.

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

Motion by Clerk Connie Van Driel to approve the September 2024 financial reports and bank reconciliations.

Seconded by Director Jeff Cross

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.

October Anniversaries

25 Years of Service:

Battalion Chief **Dave Pohlmann**

Battalion Chief **Jeremy Rocha**

17 Years of Service:

Battalion Chief **John Walka**

Captain **Chris Robson**

10 Years of Service:

Captain / Paramedic **Jay Nelson**

Captain / Paramedic **Jason Chapman**

Engineer / Paramedic **Colt Weddell**

Captain / Paramedic **Sean Matuszewski**

9 Years of Service:

Engineer **Trey Schow**

Firefighter / Paramedic **Wes Fimbrez**

Firefighter / Paramedic **Trace Leggett**

Fire Mechanic II **Roger Nasello**

8 Years of Service:

EMT **Sarah Castaneda**

7 Years of Service:

Engineer **Chris Wohlforth**

5 Years of Service:

Firefighter **Sedona Brugman**

Firefighter / Paramedic **Joe Potter**

4 Years of Service:

Firefighter / Paramedic **Sophie Boukatch**

Firefighter **Caleb Brown**

Firefighter / Paramedic **Luke Mays**

2 Years of Service:

Paramedic **Wyatt Reimann**

Firefighter **Nolan Willoughby**

3. Call to the Public.

None

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

- A. Board Meeting Minutes from September 18, 2024
- B. 2025 Lost Dutchman Marathon: Medical Staffing Agreement
- C. FY2023/2024 Baker Tilley Audit Engagement Letter
- D. Festival of the Superstitions Country Bash: Medical Staffing Agreement

Motion by Director Jason Moeller to approve all consent agenda items for October 16, 2024.

Seconded by Director Shawn Kurian

Vote 5 ayes, 0 nays, MOTION PASSED

5. Discussion and possible approval of the Election Affidavit of Compliance for the Board of Supervisors in Pinal and Maricopa Counties.

Motion by Director Jeff Cross to approve the Election Affidavit of Compliance for the Board of Supervisors in Pinal and Maricopa Counties.

Seconded by Director Connie VanDriel

Vote 5 ayes, 0 nays, MOTION PASSED

6. Discussion regarding the Fire Chief's annual evaluation process.

A blank evaluation packet from 2023 was provided to the Board for review. At the November 20, 2024 Board Meeting, the Board will have a discussion and receive the 2024 evaluation packet for their evaluations. At the December 18, 2024 Board Meeting, there will be an Executive Session to go over the Chief's annual evaluation with him. Chief Whitney will make a presentation at that time.

7. Discussion and possible approval of increasing the authorized headcount by adding three Full-Time Employees (FTE).

Motion by Director Jeff Cross to approve increasing the authorized headcount by adding three Full-Time Employees (FTE).

Seconded by Director Jason Moeller

Vote 5 ayes, 0 nays, MOTION PASSED

8. Senior Leadership Team Reports

Fire Chief Report

- Gold Canyon HOA Community Leader Summit
- FLSA for Fire Departments
- East Valley Fire Chiefs
- Fire Chief Forum
- All-Staff Meeting
- WUI Mitigation Alignment
- Budget Managers
- Public Land Managers
- Chief Executive Officer Program

Emergency Services

- Recruitment Team Discussion
 - Discussed goals, expectations, and strategy
- L/M Meeting
- Paramedic Precepting Discussion
- Process enhancement solidification
- FLSA for Fire Departments – Presented by Curt Varone

Significant Incidents

9/25/2024 – A-Shift: 2&1 Hazardous Situation - East US 60/MP213. Reported tanker leaking sulfuric acid. Minor leak contained to the crows nest of the tanker. Scene turned over to DPS hazmat safety and response team with E265 remaining on scene for any decon needs. No FF or civilian injuries.

10/03/2024 – B-Shift: 2&1 Medical - South Mountain View Rd. Side by side flipped, 4 minors were the passengers. All 4 patients were transported as immediate patients to Desert.

10/05/2024 – C-Shift: 2&1 Medical - E 29th Ave / S Idaho. Vehicle vs. Motorcycle. Rider transported as in immediate.

10/11/2024 – C-Shift: Working structure fire - N Plaza Dr. Mobile Home fire. E261 on scene working fire. Crews made a quick attack and attained knockdown. Fire contained to the kitchen with no extensions. No reported FF or civilian injuries.

Training

- Quarterly Mayday/FGS Training: All units have completed the training session
- East Valley Command Training: Focused on response to ARFF incidents and the expansion of command
- Phoenix BC/DC Training: Covering Command Van operations, including:
 - Transition from BC Truck to CRV
 - Roles inside CRV
 - Extended operations
- Tactical and Engineer Cadre: Currently developing workshops for CAC/CAE and promotional processes
- Monthly & YTD Training hours

EMS

- Dr. Solem checked off new paramedics
- Rescue Task Force Training
- EMS ROCC Meeting
- EleGARD deployment with use in the field
- Paramedic School Graduates – Caleb Brown, Layni Rodriguez & Trey Schow

Transportation Services

- AEMS Education Committee Meeting, AEMS Board of Governors Meeting
- AZDHS ambulance inspections of units C-87 and C-88
- Meeting with JVG on Transport Division Financials
- Budget Managers Quarterly Meeting
- Obtained HL7 OID (Object Identifier) for Contextures new HIE platform
- Rescue 266 planning
- Monthly Transportation Volume
- CON Compliance through September 2024

Support Services

Fire Prevention

- Plan Reviews – 15
- Inspections – 63
- Citizen Requests or Assistance – 4
- Environmental Requests, Permits, Concerns, & Knox Box Assistance - 39

Community Risk Reduction

- Community Events – 1
- Fire Safety Presentations – 0
- Car Seat Placements – 2
- School Pub Ed Presentations – 0
- AED/CCR Presentations – 0
- City of AJ Library "Story with a Firefighter"
- TRWC Board Meeting
- Labor Management
- All Staff Meeting
- Special Business Inspection
- Special Events Meeting

- Central Arizona Life Safety Council Meeting
- AFDA Board Meeting
- Communication Operations Meetings
- Budget Manager's Meeting
- Dolce Vita Meeting
- Mesa Fire Prevention's 5th Annual Training

Administrative Services

- Wildland Reimbursement Received (CA \$96,591.51/Siphon \$20,238.98)
- Life Scan 1582 Physicals - Reschedule
- List of Excluded Individuals/Entities (LEIE) - Policy to follow
- Labor Management / All Staff / Budget Manager / Fire Chief Forum / Disciplinary Process Discussion
- Workers Compensation Application & Audit
- Payroll Specialist Interviews
- Heart Fit Forum (HR Manager and HR Specialist)

Financial Services

September Financials Highlights

- Tax Levy Revenue for September was \$333,206 over budget.
- Non-Tax Levy Revenue was \$247,067 over budget.
 - Driven by higher than anticipated transport revenue and CITOAJ Grant offset by lower Wildland Deployment Revenue. YTD Expenses – continue to be under budget, primarily driven by wages and benefits due to open positions

9. New Business / Future Agenda Items

None

10. Announcements / Document Signing

None

11. Adjourn

Motion by Director Jeff Cross to adjourn the board meeting at 6:58 p.m.

Seconded by Director Kathleen Chamberlain

Vote 5 ayes, 0 nays, MOTION PASSED

Governing Board Approval:

Board Clerk Connie Van Driel