



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

March 19, 2025

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 19, 2025. 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

Clerk Van Driel (acting Chairman) called the meeting to order at 5:31 PM.

B. Pledge of Allegiance

The Pledge of Allegiance led by Steve May.

C. Roll Call

Board Members in attendance were Clerk Connie Van Driel (acting Chairman) and Director Jason Moeller. Chairman Kathleen Chamberlain and Director Shawn Kurian attended via conference phone.

Senior Leadership Team in attendance were Fire Chief John Whitney, Assistant Chief Brian Read, Deputy Chief Cranmer, Deputy Chief Dave Pohlmann, Battalion Chief Dan Elliot, Battalion Chief Tanner Fox, Transportation Services Director Billy Warren, Administrative Services Director Anna Butel. Also in attendance was Valerie Blodgett, Administrative Specialist / Board Secretary. Attorney William Whittington and Sarah Simonton with James Vincent Group attended via conference phone.

1. Review and approval of the February 2025 financial reports and bank reconciliations.

Motion by Director Jason Moeller to approve the February 2025 financial reports and bank reconciliations.

Seconded by Director Shawn Kurian

Vote 3 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

13 Years of Service

Lance Frawley, Captain/Paramedic

Matt Perez, Engineer/Paramedic

Ryan Philips, Engineer/Paramedic

Daniel Elliott, Battalion Chief

Bryan Heun, Captain

Ryan Ledbetter, Captain/Paramedic

Adam Rodriguez, Captain/Paramedic

Wayne Emerson, Firefighter

Brian Garten, Engineer/Paramedic

5 Years of Service

Justin Elliott, Firefighter/Paramedic

Community Appreciation

Lost Dutchman RV Resort \$1500

Golden Sun RV Resort \$772

Lost Dutchman RV Resort - Dreamstitchers Quilt Guild \$600

Golden Vista RV Resort – Christian Women \$1000

Residents of West End Gypsum St. of Golden Vista RV Park \$100

3. Call to the Public.

None

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

- A. Board Meeting Minutes from February 19, 2025
- B. PSPRS 457(b) Plan Adoption Agreement
- C. Great Places to Work Institute Agreement
- D. 2025 Bubbles and Brews Medical Services Contract
- E. Pinal County Amendment to Lease Agreement
- F. PSPRS Joinder Agreement Supplement

Motion by Director Jason Moeller to approve all consent agenda items for March 19, 2025.

Seconded by Director Shawn Kurian

Vote 3 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, 2024, as required by Arizona Revised Statute §48-253, and as presented by Baker Tilly US, LLP – Certified Public Accountants.

Steven May from BakerTilly Presented the 2024 Audit to the board where he found the following information:

- **Audit Completion and Opinion:**
 - The audit was completed, and the report was issued on February 20, 2025.
 - An unmodified opinion was given, indicating the financial statements are free from material misstatement and present fairly in accordance with U.S. GAAP.
- **Compliance and Internal Controls:**
 - No instances of noncompliance or other matters were found.
 - No material weaknesses in internal controls were identified.
- **Federal Grants Single Audit:**
 - Major Programs audited: Coronavirus State and Local Fiscal Recovery Funds.
 - No findings were reported.
- **Audit Procedures and Findings:**
 - Various controls were tested with no reportable findings.
 - No significant unusual transactions or difficulties encountered.
 - No disagreements with management.
 - No corrected or uncorrected misstatements identified.
 - No other audit findings or issues were identified.
- **Management Consultations and Compliance:**
 - Management did not consult with other accountants regarding auditing or accounting matters.
 - No non-compliance with laws and regulations was identified.
 - No instances of known or suspected fraud were found.
 - No issues related to the District's ability to continue as a going concern.
- **Related Parties:**
 - No significant findings or issues related to the District's related parties.
- **Nonattest Services Provided:**
 - Financial statement preparation, adjusting journal entries, and preparation of Part II of the Data Collection Form.
 - GASB No. 34 conversion entries were prepared.

Motion by Director Jason Moeller to approve the Fire District's Independent Auditor's Report and related financial statements for the fiscal year ending June 30, 2024, as required by Arizona Revised Statute §48-253, and as presented by Baker Tilly US, LLP – Certified Public Accountants.

Seconded by Director Shawn Kurian

Vote 3 ayes, 0 nays, **MOTION PASSED**

6. Discussion and possible approval of Budget Planning and Tax Rate Approval for the Fiscal Year 2025/26 Preliminary Budget.

Staff is planning on using the following tax rates in preparation for the FY 2025/2026 budget:

100 Fund

\$3.69 (with the intent of \$1.5M annually transferred to the 200 Fund for future capital purchases)

500/600 Funds

\$0.11

Preliminary District Budget Goals

- Capital Improvement
- Contractual increases
- Compromised Staffing
- Cost of Living Adjustment (COLA) for all employees
- Training enhancements
- Financial Reserve enhancement
- Facilities improvements
- Continue multi-fiscal year plan to accomplish cancer screening on employees not previously scanned
- Rising costs – costs of goods and services

Preliminary Major Budget Goals

100 Fund

- Continued focus on decreasing compromised staffing
- Ensure hiring timing/efficiency continues
- Increase Financial Reserve
- Address training needs
- Civilian Cancer Screening continuation

150 Fund

- Decreasing occurrences of "Level Zero" during peak time(s)

200 Fund

- Establishing a \$1.5M dedicated revenue stream now that the 5-year special assessment has sunset
- Strategize and fund capital purchases necessary to maintain District operational effectiveness
- FY 25/26 Focus – Facility Maintenance and Apparatus Replacement (FS261, New Ladder (2025), Capital Replacement)

Motion by Director Jason Moeller to approve Budget Planning and Tax Rate Approval for the Fiscal Year 2025/26 Preliminary Budget

Seconded by Director Shawn Kurian

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

7. Discussion and possible action regarding updates on the 2025 potential bond election.

Session #1

- Introductions
- Process Approach
- District History & Overview
- Fire District Funding Basics
- Legislative Challenges
- Budget Process, Overview, Challenges & Steps Taken

Session #2

- Vision, Mission, Values
- Labor/Management process
- Recruitment & Retention
- Bond Process Overview
- Capital Replacement Plan
- Capital Needs
- Challenges of Capital Funding

Session #3

- Fire Station 263 Tour
- Fire Station 261 Tour
- Q & A
- Preliminary Recommendation Discussion

Session #4

- Training Center Tour
- Session Recap
- Q & A
- Final Recommendations
- Spokesperson Identification
- Appreciation

Bond Next Steps

- Board Presentation – April 16th
 - Citizens Advisory Committee
 - Stifel
 - Greenburg Traurig
 - HighGround
- Submit Call for Election to Pinal County – May 8th
- Build Internal Webpage – After April 16th
- Document Development (FAQs, Talking Points, Voter Pamphlet)
- Community Meetings
- Voter Mobilization

8. Fire Chief Report

Chief Whitney reported on the following:

- Public Managers Meeting
- AFSI, AFDA, AFCA
- Lost Dutchman Days Parade
- Chief Executive Officer Program
- Admin Specialist & Interviews
- Bond Meetings
- Budget Meetings
- Captains Meeting
- Legislative meetings
- Fire Chief Forum
- Acting Fire Chief Download
- AZ Department History Discussion
- Pinal County BOS Work Session
- Meeting with AJ City Manager, Chief of Police, and AJUSD Superintendent
- Pasi3n En La Colina Del Cascabel Homeowners Association
- City of AJ Staff meet/greet and station tour
- Professional Development Meeting

Fire Chief Kudos

- Dan Elliott
- Zach Leon
- Lance Frawley
- Dave Endres
- Chase Andrews
- Chris Wohlforth
- Travis Yates
- Sean Matuszewski
- Caleb Brown
- Zach Rodenburg
- Christian Gomez
- Alex Avakian
- Steven Hammer
- Adam Rodriguez
- Brian Garten
- Sedona Brugman
- Geof Shively
- Jose Sepulveda
- Sophie Boukatch
- SFMD 25-1 Recruit FF's

Emergency Services

Chief Read Reported on the following for Emergency Services:

- SFMD Recruitment team attended 2 events

- AJHS Career Day
- ASU Career Fair
- Lost Dutchman Days Rodeo and Carnival
- Renewed NREMT – Paramedic Certification
- Captains Meeting
- Budget Meetings – Capital Request and Emergency Services
- Supported Fire Ops 101 with Engine and R266
- BP Checks – Canyon Vista & Dolce Vita
- East Valley AC Meeting
- Regional Operations Consistency Committee
- Regional Spec Ops Meeting – Attended by Chief Walka
- FS263 hosted a station tour for Roadhaven Men’s Fellowship – Tina Gerola facilitated
- Blues and Brews Pre-Plan Meeting
- Fire Chief Forum
- E262 stopped by Golden Vista RV to support the Christian Women’s group – Tina Gerola facilitated
- FS263 hosted a ride-along for City of AJ Staff
- E263 assisted with live fire drills for Recruit Class 25-1
- Chief Rocha attended S-200 Initial Attack Commander Class
- 4 Persons attended S-230 Engine/Crew Boss Class

Significant Incidents

- 02/24/2025 – Residential Fire on W Shiprock Ave. Double-wide trailer with active fire on the east side. Interior crews located and controlled the fire’s seat, achieving containment with smoke damage throughout the residence. No Civilian or FF injuries reported. 30 chickens in residence, 29 made it out safely.
- 02/24/2025 – 2 n 1 Medical – W Broadway and S Saguaro. Single vehicle into a wall. One immediate patient was treated and transported to Vista
- 03/11/2025 – Commercial Fire on E US 60. L264 initial dispatch for check smoke L264 on scene upgraded to 1st alarm. Crews attempted an interior attack, with reports of high heat with low visibility. BC261 with command switching strategies from offensive to defensive. Fire control with no reported injuries.
- 03/17/2025 – Trail Rescue. Report of injured hiker off trail in rugged terrain. Drone 201 located patient ½ mile off trail. PCSO helo ops utilized a hoist to extract the patient. SFMD crews evaluated, treated, and transported patient.

Divisional Report Training & EMS

Deputy Chief Dave Pohlman Reported on the Divisional Report for Training and EMS:

- Data Quality Project
- Captains Conferences – further developing our data quality and capture
- CAC - Tactical Sets and Reps and Practical Evaluation
- CQI Committee
- Citizens Advisory Committee tour of the RTC
- Budget process meetings for M&O and Capital
- Thank you, Eng. Matt Perez, while assigned to light duty, Matt ran most members through N95 testing.
- Vector Solutions Workshop – Regional

- ImageTrend Regional Workshop

Training

Battalion Chief Dan Elliott Reported the Following for Training:

- Recruitment Process
 - Assessment Center
 - 5 Drill stations
 - Beep Test, Search and Rescue, Puzzle Drill, Hose Re-bed, and ropes and knots
 - Metrics – Communication, ability to follow directions, teamwork, attitude, and effort
 - 64 candidates sent to Intern Academy
 - Intern Academy:
 - 30 candidates completed the two-day Intern Academy
 - Ladder Training Progress
 - Completed 1st Quarter Ladder Training objectives successfully
 - Transitioning to 2nd Quarter training, with drill station locations pending determination
 - Technical Rescue Team (TRT) Training
 - Confined space and steep angle training to enhance team preparedness
- Can Act Programs:
 - Certified three new Can Act as Captains (CAC)
 - Certified one new Can Act as Engineer (CAE)
- Professional Development and Workshops:
 - Attended a Vector Solutions workshop in Glendale to explore advanced operational solutions
 - Participated in the B and C Shifts Captains Quarterly Meeting focusing on documentation
- Supported Unified Command during the Lost Dutchman Rodeo, ensuring effective coordination.
- Operational Leadership and Support:
 - Attended Fire Ops 101 and led the Search and Rescue Station, providing hands-on guidance.
 - Assisted the East Valley Regional Academy (EVRA) with live fire training exercises.

EMS

Battalion Chief Tanner Fox Reported on the following for EMS

- EleGARD 4-month Review
- LDD Rodeo and Carnival Unified Command
- NREMT Renewal
- EMS and CQI Committee Meetings
- Station 4 medication dispensing machine
- EMS ROCC
- Vector Solutions Regional Workshop in Glendale
- ImageTrend Regional Workshop in Scottsdale

Transportation Services

Transportation Services Director Billy Warren Reported on the following for Transportation Services:

- EMS ROCC
- East Valley Agencies Meeting
- AEMS Functional Group Meeting, AEMS Education Committee Meeting
- Lost Dutchman Days Parade
- Zoll Ventilator Demo
- SFMD EMS Committee Meeting
- Budget Meetings
- Monthly Transportation Volume
- CON compliance through February 2025

Support Services

Deputy Chief Jeff Cranmer Reported the following for Support Services:

- AJHS Career Fair
- Brookdale First Responder Pancake Breakfast
- Station 263 Tour for Men's Fellowship Group
- Station 263 Tour for Family Birthday
- Golden Vista RV Resort Women's Christian Group
- Valley Fire Marshals Meeting
- Monthly Special Events Meeting
- Fire Prevention Discussion at Superstition Vista
- Lost Dutchman Days Wrap-Up Meeting
- LEPC Sub-Committee Meeting
- Budget Meetings
- Fire Chief Forum
- Pinal County Supervisor Meetings for Wildland Discussion
- Fire Investigation Class (DC Cranmer)
- 5th Grade Hands-Only CPR Demonstrations
- Fire Prevention Activities
- Community Activities

Resource

Deputy Chief Jeff Cranmer reported the following for Resource:

- Investigator Class
- Shiprock Fire
- Hose Test
- New E261
- Engineers Check-Off with Shop Mechanics
- Rotate Apparatus through Annex for PM
- Garage Doors
- Facility PM
- Budget Process Meetings
- Uniform Committee
- Recruit Uniforms
- PPE Turnouts
- Bills and Purchases

Administrative Services

Administrative Services Director Ann Butel Reported on the following for Administrative Services:

- Bond Meetings
- Citizens Advisory Meetings
- Fire Chief Forum
- Budget Meetings
- Panel Interview Admin Specialist
- Admin Standup Meeting
- Nationwide Transition Meetings
- ADEQ – Emergency Response Fund
 - SFMD received 2 MSA Multi-Gas Detector and Calibration Cylinders

Recruit Firefighter Process Numbers

- Assessment Center
 - 172 Signed Up
 - 152 Attended
 - 111 Passed & Sent to Interview
 - 64 Passed Interview
 - Intern Academy
 - 30 Invited
 - 26 Attended
 - 9 Passed & Moving to an Interview with the Fire Chief

9. New Business / Future Agenda Items

None

10. Announcements / Document Signing

None

11. Adjourn

Motion by Director Jason Moeller to adjourn the board meeting at 7:01 p.m.

Seconded by Director Shawn Kurian

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

Governing Board Approval:

DocuSigned by:

98EB0CECDE81421...

Board Clerk Connie Van Driel