

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, AUGUST 18, 2015
9:30 A.M.**

CALL TO ORDER: David C. Scott, Board Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, Jack Leonard, Robert Luger, Phil Griswold

Members Absent: None

Staff: Fire Chief Mike Thompson, Finance Manager Gabe Buldra, Fire Marshal Jim Fox, and Administrative Managers Deborah Musselman and Lisa Neubert.

PLEDGE OF ALLEGIANCE TO THE FLAG: Phil Griswold, Board Member

INVOCATION: Bob Luger, Chaplain

I. The minutes of the July 21, 2015 regular meeting were approved.

II. **CORRESPONDENCE**

- A. Chief Thompson thanked the board for moving their office to allow for additional office space for administrative employees.
- B. Captain Sherry Hood was promoted to battalion chief after an eighteen month interim appointment and successfully passing the battalion chiefs assessment center in July 2015. Her badge was pinned jointly by her son Ely Neeley and her father Doug Hood.

III. **COMMITTEE REPORTS**

A. **Budget and Finance (Leonard/Griswold)**

- 1. Finance Director Gabe Buldra presented the monthly financial report to the board. The board voted unanimously to accept this report.
MOTION: "To accept the monthly financial report for the month of July 2015 as presented by Financial Director Gabe Buldra." (M: Phil Griswold/S: Robert Luger)

Ayes: Jack Leonard, Walter Link, Robert Luger, David Scott, Phil Griswold
Nays: None

B. Legal and Insurance (Luger/Griswold)

1. Chief Thompson reported that the CON prehearing was held on August 12th. Rural/Metro asked that the hearings be rescheduled from November 2015 to January 2016. We are continuing to try to work out agreements with Rural/Metro prior to the hearings.
2. Chief Thompson reported that he will be making a presentation to the Sun City Fire Department Auxilliary requesting funds for having plans drawn for a future station to be located at the District's property at 13232 N. 111th Avenue in Youngtown. These plans are necessary in order to get an idea of the cost to build a station. A committee has been formed to evaluate using municipal bonds to fund this station build and apparatus replacement.
3. Chief Thompson reported that he, along with Lisa Neubert and Deborah Musselman, met with Intermedics, an ambulance billing company, for a brief overview of their company and what services they can provide.
4. Chief Thompson discussed contracts with the James Vicent Group and Phoenix Computer Specialists. The contract with the James Vincent Group automatically renews yearly each July unless either party has changes or chooses terminate. Phoenix Computer Specialists will be submitting a new list of services and fees for review.
5. Chief Thompson presented to the Board revised Sun City Fire Department Policies Nos. 101.10 (Personnel Records), 101.15 (Reduction In Force/Layoff), 102.28 (Use of Department Issued Credit Cards) and 102.29 (Use of Social Media and Social Networking) for review and possible adoption. The policies were unanimously adopted as presented. (M: Phil Griswold/S: Jack Leonard)

Ayes: Jack Leonard, Walter Link, Robert Luger, David Scott, Phil Griswold

Nays: None

C. Fire Department Operations (Scott/Link)

1. Chief Thompson personally thanked the following people for their assistance with our SAFER grant: Daisy Mountain Fire Chief Mark Nichols, Sun Lakes Fire Chief Paul Wilson, Battalion Chiefs Carbajal and Hood, Captain Deakin and Flesher, Firefighter Shane Godbehere, Sun City Fire Department volunteers Christi Holliday and Maggie Griswold, and Grant Team Leader Deborah Musselman. The Department received notification that we were awarded with this grant that will allow us to hire twelve firefighters to man L131 for a two year period. The monetary value of this grant is \$1.8 million.
2. Chief Thompson reported that interviews for the assistant fire chief position were held on August 19th and is hopeful to have someone hired by mid-September. The Chevy Traverse will have emergency lights and radios installed and be assigned to the assistant fire chief.
3. Chief Thompson reported that interview for the part-time administrative assistant will be held on August 27th.

4. Chief Thompson reported that crews were able to save thousands dollars of antiques at a recent fire on Balboa. The owner had nothing but praise for the crews and their operations.
5. Chief Thompson reported that four people and our brush truck, BR131, has been deployed to a fire in Oregon along with one person sent as a single resource.

D. Grounds and Equipment (Link/Scott)

1. Chief Carbajal reported on the following items:
 - a) The bay door at FS131 has been replaced and a bid has been received for the cost of replacing the remaining doors.
 - b) FS133 has been repaired with respect to the damage over the bay door. FS133 experienced a generator failure. The generator has since been repaired.
 - c) The roofs at FS131 & FS132 have been completely repaired. The current gutters at FS131, which are 4", need to be replaced to 6" gutters due to the new roof tiles.
2. Chief Thompson reported that 6 new printers will be installed at the stations to replace old ones, the ID Card printer has been upgraded, and he is in the process of upgrading the key lock software.

E. Special Projects (Leonard/Luger)

1. There were no special projects for the month of July 2015.

IV. FIRE DEPARTMENT REPORTS

- A. Chief Thompson gave a report on June 2015 report data. The incident response summary and fleet fuel cost report are on file in the Fire Board office for review.
- B. Fire Prevention Report – Fire Marshal Fox presented the prevention inspection summary and the prevention volunteer summary hours for June 2015. All reports are on file in the Fire Board office for review. Additionally Fire Marshal Fox gave an overview of current district building projects and their statuses.
- C. Public Education Report – Administrative Assistant Mary Dickinson presented the community education volunteer report and hours for June 2015. All reports are on file in the Fire Board office for review.
- D. Chaplain's Report (Luger) – No report.

V. UNFINISHED BUSINESS

- A. None.

VI. NEW BUSINESS

- A. None.

VII. PUBLIC COMMENTS

- A. Youngtown Councilperson June Miller reported that the Peoria Avenue improvement will begin sometime in September to early October 2015 and should be finished by January – February 2016. Additionally she thanked the Department for keeping residents safe.

VIII. NEXT REGULAR BOARD MEETING

- A. The next Regular Board Meeting will be held on September 15, 2015 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue.

IX. ADJOURNMENT

- A. The meeting adjourned at 10:45 a.m.

FOR THE BOARD

Walter A. Link
Clerk of the Board

WAL/lbn

Approved