

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, APRIL 17, 2018
9:30 A.M.**

CALL TO ORDER: David C. Scott, Board Chairman

ROLL CALL

Members Present: David Scott, Walter Link, Robert Luger, Dave Mann

Members Absent: Jack Leonard absent with notice.

Staff: Fire Chief Ron Deadman, Fire Marshal Jim Fox, Finance Manager Gabe Buldra, Administrative Managers Lisa Neubert, Deborah Musselman and Administrative Assistant Theresa M. Perez

PLEDGE OF ALLEGIANCE TO THE FLAG: Jack Leonard, Board Member

INVOCATION / CHAPLAIN'S REPORT: Robert Luger, Chaplain

I. CORRESPONDENCE AND SPECIAL RECOGNITION – Chief Deadman

- A. Community appreciation letters – Chief Deadman shared a letter of on behalf of SCHOA, Commander Captain Mike Murphy. Thanks to Fire Marshal Jim Fox for his support in the display of a fire truck and ambulance for the residence of Sun City.**
- B. Employee achievements/March service anniversaries – A PowerPoint view of department employees and years of service for Engineer/Paramedic Frank Levandowski, Firefighter/EMT's Kyle Netzel and Jeremiah Thompson.**
- C. Special awards/recognition – None for the month of March 2018**

II. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A. Board of Directors Monthly Meeting Minutes for March 20, 2018 – Approved for filing.**

III. COMMITTEE REPORTS

- A. Budget and Finance – Finance Manager Gabe Buldra**

a. Finance Manager Gabe Buldra presented to the board the financial report for the month of March 2018. A draft of the budget will be presented at next month's board workshop meeting. The board voted to accept the financial report for the month of March 2018. (M: Robert Luger/S: David Mann)

Ayes: Walter Link, David Scott, Robert Luger, David Mann

Nays: None

B. Legal and Insurance – Chief Deadman

a. Chief Deadman updated the board that RTA and Mutual Aid Services are in the process of legal review with North County.

C. Fire Department Operations – Battalion Chief Ramsey

a. Battalion Chief Ramsey gave recognition to David Swanson, a resident of Sun City, who had observed a fire at a home while he was driving. Due to Mr. Swanson's immediate action in assisting the homeowners out of their home prevented the fire from causing extensive damage to the garage and home. Chief Deadman would like to welcome Mr. Swanson at the next board meeting on the condition Mr. Swanson is available.

b. Chief Deadman reported on response times, incident counts, types and incident statistics for the month of March 2018.

c. Chief Deadman reported on the training programs Chief Neeley had organized regarding the Firefighter Survival Confidence Course and the Minimum Company Standard.

d. Chief Deadman reported on the addition of 3 new recruits from the Firefighter Academy Recruit graduation class of 18-1; the 3 new recruits are Nathan LaBarbera, Kolton McClure and Jake Russell. The hiring process is ongoing in recruiting 3 ambulance replacements soon. The department received a formal letter from Glendale regarding Captain Cooper's outstanding job during the RTO process.

D. Emergency Medical Services / Ambulance Operations – Chief Deadman

a. Chief Deadman presented the report on the ambulance calls, counts, types and transports for the month of March 2018.

b. Chief Deadman gave an update on the completion of the National Registry Recertification Process; there were 27 applicants that completed the course on March 31, 2018.

c. Chief Deadman reported on the training with Peoria Fire which included instruction on documentation and procedures for awareness related to Peoria's Fire rescue task force.

E. Resource Management – Chief Deadman

a. A review was given by Chief Deadman regarding the purchase of the Sutphen Aerial Platform SP70+ at the total cost of \$850,000. Chief Deadman made a recommendation to the board for their approval to generate a purchase order to retain and submit as soon as the inspection report is available and approved before Wednesday, April 25th. The board approved and voted on the recommendation. (M: David Mann/S: Robert Luger)

Ayes: Walter Link, David Scott, Robert Luger, David Mann

Nays: None

b. Chief Deadman gave a report on the of the installation and completion of the new gate at FS132. The upgrading of locks and security to be installed at FS131 and FS133 is ongoing pending the cost.

F. Administrative/Special Projects – Chief Deadman

a. Chief Deadman updated the board on the continuation of the website design, which at this time is ongoing. The viewing of the website is scheduled for the next upcoming workshop meeting.

b. Chief Deadman reported on the hiring and recruiting process that is scheduled for EMS personnel and fire inspector. An offer was made for the fire inspector position with no formal acceptance right now. There will be a recruitment for a temporary administrative assistant to work Monday thru Thursday from 12:00 p.m. to 5:00 p.m.

G. Public Education/Community Outreach – Fire Marshal Jim Fox

a. Fire Marshal Jim Fox presented the Community relations report for smoke detector installs, lockboxes, car seats and home safety surveys for the month of March 2018.

b. Fire Marshal Jim Fox reported on the community events that included MDA fill the boot (Sun City Firefighters Charities) which collected \$6,023.73 for March 24th and April 7th.

H. Fire Prevention – Fire Marshal Jim Fox

- a. Fire Marshal Jim Fox gave recognition to David Mann for his 6-year anniversary of volunteer service.
- b. Fire Marshal Jim Fox presented the prevention volunteer summary of hours report for the prevention, administration and public education for the month of March 2018.
- c. Fire Marshal Jim Fox presented the prevention inspection report for the month of March 2018.
- d. Fire Marshal Jim Fox reported on the building permits, plan reviews and revenues within the Sun City and Youngtown communities for the month of March 2018.
- e. Fire Marshal Jim Fox presented the fire investigation report and a power point preview of fires within the Sun City community.
- f. Fire Marshal Jim Fox presented a power point on the phases of the new construction project at Banner Boswell Hospital.
- g. A report was given on the ongoing projects within Sun City and Youngtown communities.
- g. An updated power point was given by Fire Marshal Jim Fox on the progress of the new construction at Station 133.

IV. UNFINISHED BUSINESS

- A. None for the month of March 2018.

V. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. Chief Deadman informed the board of his absence for 2 weeks beginning May 8th due to his spouse having surgery, Chief Deadman will be available by phone.
- B. Chief Deadman informed the board of the proposal for the budget to be presented at the next workshop board meeting to be held Tuesday, May 8th. Fire Marshal Jim Fox will preside at the next board meeting for the final budget proposal on the condition that Chief Deadman is unable to attend.

VI. EXECUTIVE SESSION

- A. None for the month of March 2018.

VII. PUBLIC COMMENTS – Chief Deadman

- A. Chief Deadman addressed a question from a Sun City resident regarding insurance policy subscription for the community of Sun City. There will be ongoing discussions in the future with DHS and AMR concerning the insurance policy subscription.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next regular board meeting will be held on May 15, 2018 at 9:30 a.m. at the Sun City Fire Department community room located at 18602 N. 99th Ave.

IX. ADJOURNMENT

- A. Meeting adjourned at 10:25 a.m.

FOR THE BOARD

Walter A. Link

Walter A. Link
Clerk of the Board

WAL/tp

Approved