

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, MAY 15, 2018
9:30 A.M.**

CALL TO ORDER: David C. Scott, Board Chairman

ROLL CALL

Members Present: David Scott, Jack Leonard, Robert Luger, Dave Mann

Members Absent: Walter Link 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: Dave Scott, Board Member

INVOCATION: Bob Luger, Chaplain

I. CORRESPONDENCE AND SPECIAL RECOGNITION – Chief Deadman

A. Community appreciation letters – Chief Deadman

- a. Chief Deadman shared a letter of appreciation from the Ventura Fire Department Fire Chief, David Endaya for the assistance provided by the Sun City Fire & Medical Department during the Thomas Fire, which was the largest wildfire in California history.

B. Employee achievements/April service anniversaries – Chief Deadman

- a. A PowerPoint view of employee years of service was presented for Engineer/Paramedic Rich Rivas, 28 years of service. Chief Deadman mentioned an award to be presented to Engineer/Paramedic Rich Rivas in the near future for assisting a resident of Glendale during a cardiac incident at Home Depot last year.

C. Special awards/recognition – None for the month of April 2018.

II. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL – Fire Board Members

- A. Board of Directors Monthly Meeting Minutes for April 10, 2018 – Approved for filing.
- B. Board of Directors Monthly Meeting Minutes for April 17, 2018 – Approved for filing.

III. COMMITTEE REPORTS

A. Budget and Finance – Finance Manager Gabe Buldra

a. Finance Manager Gabe Buldra presented the financial and bank reconciliation report for the month of April 2018. The board voted to accept the financial report for the month of April 2018. (M: Robert Luger/S: David Mann)

Ayes: David Scott, Jack Leonard, Robert Luger, David Mann

Nays: None

b. Finance Manager Gabe Buldra gave a review of the FY 18/19 budget for tentative adoption. The board voted to approved the tentative adoption of the FY18/19 budget. (M: David Mann/S: Robert Luger)

Ayes: David Scott, Jack Leonard, Robert Luger, David Mann

Nays: None

B. Legal and Insurance – Chief Deadman

a. Chief Deadman presented a review of an IGA (Intergovernmental Agreement) for radio subscriber services between Sun City Fire & Medical Department and the City of Peoria. A request for approval of the agreement was put forth to the board for action. The board voted unanimously to approve the IGA (Intergovernmental Agreement) between Sun City Fire & Medical Department and the City of Peoria. (M: Jack Leonard/S: Robert Luger)

Ayes: David Scott, Jack Leonard, Robert Luger, David Mann

Nays: None

C. Fire Department Operations – Chief Deadman

a. Chief Deadman reported on the incidents, types and response times for fire operations for the month of April 2018.

b. Chief Deadman presented the training, programs and recruiting report for the month of April 2018. Chief Neeley has been managing the training in ladder testing, SCBA drills which are mandatory by the NFPA 1404 requirements and cancer assessment classes.

D. Emergency Medical Services / Ambulance Operations – Chief Deadman

a. Chief Deadman reported on the incident calls, response times and number of transports for the ambulance report.

b. Chief Deadman presented the report on the training program overseen by Battalion Chief Ramsey and EMS/Firefighter Randy Tirman regarding the

replacement of the ALS drug boxes, check off sheets and the continued process of the EMS paperless charting system.

- c. Chief Deadman gave an update on the interview process for the replacement of an ambulance employee leaving to the fire academy in July to become a firefighter. The interviews for the new hire process will begin later this month.

E. Resource Management – Chief Deadman

- a. Chief Deadman gave an update on the pinning process of Captain Rob Schmitz for his promotion to Battalion Chief, which will be held at the next board meeting (June 19, 2018). Battalion Chief Rob Schmitz will also assume the responsibilities of resource management.
- b. Battalion Chief Rob Schmitz gave an update on the fleet apparatus issues concerning Engine 131, Engine 132 (refurbished truck) and Engine 133. BSO Jim Flesher is managing the issues concerning the deck gun. The ambulances are all in service; M132 is out of service due to rear A/C compartment issues. The ladder's transmission was fixed but it is back at Williams for aerial issues. The LT is at Daisy Mountain for brake and caliber issues. The reserve truck is functional except for A/C issues and will be in service when A/C issues are fixed.
- c. Chief Deadman updated the board on the arrival of the new ladder truck from Sutphen on the 1st of September. There will be required training by operations before the ladder truck will be put in service. The in-service date of the ladder truck is estimated to be November 1st or earlier. The delivery date of the three new engines may possibly be earlier than January 31, 2019. The sale of the ladder truck is contingent upon the arrival of the new ladder truck on the 1st of September.
- d. Chief Deadman presented the purchase order for the replacement of 20 recliners for FS131, FS132 and FS133. The cost per unit is \$750.00. Chief Deadman put forth a request for approval from the board to not exceed \$22,932.00 for the purchase of 28 recliners. The estimated delivery time is 6 to 8 weeks and the recliners will be stored until construction has been completed at the new Fire Station 133. (M: Robert Luger/2nd: David Mann)

Ayes: David Scott, Jack Leonard; Robert Luger, David Mann

Nays: None

F. Administrative/Special Projects – Chief Deadman

- a. An update was given by Chief Deadman on the progress of the new website; at this time there is no presentation date set regarding the preview of the website.
- b. Chief Deadman introduced to the board the newly hired fire prevention inspector, Travis Samuelson, who was formerly employed with the Northwest Fire District. Travis was previously employed as a fire inspector and certified fire investigator.

- c. Chief Deadman informed the board of the hiring process and job offer to an individual to be hired by July 9th before the start date of the Fire Academy on July 15th.

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

- a. Fire Marshal Jim Fox presented a PowerPoint for volunteer anniversaries for the month of April 2018. The volunteer anniversaries were: Beverly Luger, Administration services; Jim Wahl, fire prevention inspector; and Louis and Marcia Barkemeyer, public education.
- b. Fire Marshal Jim Fox presented the summary report for prevention hours for the month of April 2018.
- c. Fire Marshal Jim Fox presented the community relations program report for lock box installs and home safety surveys.
- d. Captain Holiday commented on the MDA fill the boot event which was successful in raising \$8,000. The events were held at Fry's Food Store on March 24th and April 27th and at Safeway on April 21st.

H. Fire Prevention – Fire Marshal Jim Fox

- a. Fire Marshal Jim presented the fire prevention inspection summary for the month of April 2018. The violations are being caught up due to the assistance of the prevention inspection volunteers and Travis's assistance.
- b. Fire Marshal Jim Fox reported on the permit revenue for the month of April 2018. The total revenues from eight permits for the month of April was \$2,476.00.
- c. There were no formal fire investigations for the month of April 2018.
- d. Fire Marshal Jim Fox discussed the different phases regarding the new ED building project at the Banner Boswell Hospital. The new access construction will start in June and in December. Meetings are ongoing concerning design development.
- e. A report was given on the current projects in the communities of Sun City and Youngtown.
- f. Fire Marshal Jim Fox gave an update on the progress of the exterior/interior construction at the new FS 133.

IV. UNFINISHED BUSINESS

- A. Chief Deadman thanked all in attendance for their kind thoughts and prayers during his wife's surgery; it was greatly appreciated.

V. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. Chief Deadman addressed the board on keeping them informed with the FF&E updates to be presented at the Workshop meetings. The special meetings will be held only as needed other than routine meetings.

VI. EXECUTIVE SESSION

- A. None

VII. PUBLIC COMMENTS – Chief Deadman

- A. Mayor LeVault thanked the Sun City Fire – Medical Department for the firefighters' attendance and fire truck display at the Agua Fria Ranch block parties which took place the end of April and beginning of May.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next regular board meeting will be held on June 19, 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 10:17 a.m.

FOR THE BOARD

Walter A. Link
Clerk of the Board

WAL/tp