

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

**CALL TO ORDER: David Scott, Chairman**

**ROLL CALL:**

**Members Present: David Scott, Walter Link, Jack Leonard, Robert Luger, David Mann**

**Members Absent: None**

**Staff: Fire Chief Ron Deadman, Fire Marshal Jim Fox, Finance Steven Rodriguez, Administrative Manager Lisa Neubert, Administrative Manager Deborah Musselman and Administrative Assistant Theresa M. Perez.**

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

**INVOCATION: Bob Luger, Chaplain**

**I. CORRESPONDENCE AND SPECIAL RECOGNITION**

**A. Community appreciation letters.**

- a. Chief Deadman shared a letter of thanks from Sherry Gettle; thanking the Sun City Fire Department for their assistance when she was injured in a bicycle accident on October 11, 2017. Ms. Gettle is doing good and is back bicycling as she did before the accident.

**B. Promotions/badge pinning's.**

- a. There were 3 promotional badge pinning's for the month of June 2018. They were for Steve Ortega promoted from Firefighter to Engineer on 6/18/2018; Matt Lucking promoted from Engineer to Captain on 6/18/2018; Jason Casey promoted from Captain to Battalion Chief on 7/16/2018.

**C. June service anniversaries.**

- a. The June 2018 service anniversaries were presented for Captain/Paramedic Jaime Soto, 28 years; Firefighter Dale Gillaspay, 23 years and Firefighter Damon Farrar, 16 years.

**D. Special awards/recognition**

- a. There were no Special awards/recognition for the month of June 2018.

## **II. CONSENT AGENDA ITEMS FOR CONSIDERATION**

- A. Monthly meeting minutes for June 12, 2018 was approved for filing.**
- B. Monthly meeting minutes for June 19, 2018 was approved for filing.**

## **III. COMMITTEE REPORTS**

### **A. Budget and Finance**

- a. Steven Rodriguez presented the financial and reconciliation reports for the month of June 2018. The board unanimously voted to approve the budget reports for the month of June 2018. (Motion: Robert Luger/2<sup>nd</sup>: David Mann)**

**Ayes: David Scott, Walter Link, Jack Leonard, Robert Luger, David Mann**

**Nays: None**

### **B. Legal and Insurance**

- a. Chief Deadman discussed and reviewed the City of Phoenix RWC IGA Amendment documents with the board members. The Chairman of the board, David Scott motioned for approval to accept the document. (M: Robert Luger/2<sup>nd</sup>: David Mann)**

**Ayes: David Scott, Walter Link, Jack Leonard, Robert Luger, David Mann**

**Nays: None**

### **C. Fire Department Operations**

- a. Chief Deadman reported on the fire operations report regarding the incident/emergency counts, response times and types of calls for the month of June 2018.**
- b. Chief Deadman reported on the Minimum Company Standard fire and regional training programs for SCBA drills, PPE (Personal Protection Equipment) and situational awareness training at GRPSTC.**
- c. Beginning July 23, 2018, the 18-3 Academy will start; Nick Cruz and John Shedler will be attending this academy to become firefighters.**
- d. The Assistance to Firefighter Grant has been renewed; the utilization of the grant fund of \$30,000 will be contributed towards specialized command training for department use in the future.**

### **D. EMS/Ambulance Operations**

- a. Chief Deadman reported on the EMS/Ambulance operations for the ambulance incident counts, transports and types for June 2018.
- b. Chief Deadman reported on the EMS training and programs for the month of June 2018. The training with Peoria is ongoing regarding pediatric emergencies. There are modifications concerning the new ALS/drug boxes according to the EMS committee. The AFG grant for the Cardiac Monitors is pending until further notice.
- c. The start of the new hire training will begin Monday, July 9, 2018. The 2 new hires that will be attending the training are Paramedic Alex Meraz and EMT Dylan Parisi.

**E. Resource Management**

- a. Battalion Chief Rob Schmitz reported on the fleet and apparatus. All the prep line apparatus is in service. The reserve unit has power steering issues, which is undergoing repairs at this time. The 3 new engines and new ladder should be arriving early September. The trucks will be in service once training has been completed and trucks have been equipped.
- b. There was a roof leak at Fire Station 131, this is a warranty issue and is undergoing repairs. The purchasing of FFE (Furniture, Fixtures & Equipment) is continuing for the New Fire Station 133.

**F. Administrative/Special Projects**

- a. Chief Deadman made a request to the board to move the Information technology update, the technology update will commence after the end of the meeting.
- b. Chief Deadman updated the board on the hiring of an Administrative Clerk; the update included the work days per week, hours per week, and hourly salary. As soon as the job description is completed; the job advertisement will be posted to the public.

**G. Public Education/Community Outreach**

- a. Fire Marshal Jim Fox on reported on the prevention years of service anniversaries for the month of June. The volunteer anniversaries were for Duane Lander (11 years), Genevieve Evans (7 years), Joe Orlando (7 years) and Maggie Griswold (4 years).
- b. Fire Marshal reported on the summary of prevention hours for June 2018. The total number of 177 hours was contributed by Administration, Public Education and Prevention.

- c. Fire Marshal Jim Fox reported on the community relations program for the month of June 2018. The report entailed public speaking the public speaking event, CPR, blood pressure checks, car seat installs, home safety surveys, lockbox installs and key changes.

#### **H. Fire Prevention**

- a. Fire Marshal Jim Fox reported on the June 2018 inspection summary report. The report entailed the number of initial inspections, re-inspections and total violations.
- b. Fire Marshal Jim Fox reported on the permits issued for the month of June 2018. The report included the number of permits issued for building (new construction), extinguishing systems, flow tests, fire alarms and fire sprinklers. The revenue for permit fees will be evaluated due to incorrect permit fee revenues.
- c. Fire Marshal Jim Fox reported on the fire investigation report for the month of June 2018. There was 1 formal fire investigation concerning a motor home located at 1118 W. Mountain View Road; the refrigerator was the source of the fire in the motor home, no injuries were reported.
- d. An update was given by Fire Marshal Jim Fox regarding the ongoing projects at the Banner Boswell Hospital, which included the new ED building and possible patient tower.
- e. Fire Marshal Jim Fox reported on the new and tenant improvement community projects within the Sun City and Youngtown communities for the month of June 2018.
- f. Fire Marshal Jim Fox gave an update on Fire Station 133's construction progress for June 2018. The update included the interior and exterior sections of Fire Station 133 building that are under construction at this time.
- g. Fire Marshal Jim Fox gave an update on the construction delays; the County not issuing a permit promptly regarding the curb and gutter, rainfall, storm damage and trench drains being on back order. Due to these delays the move in date will be set back to the end of August instead of the middle of August as previously expected. An update as to the move in date will be made available by Fire Marshal Jim Fox.

#### **IV. UNFINISHED BUSINESS**

- A. There was no unfinished business.

#### **V. NEW BUSINESS/FUTURE AGENDA ITEMS**

- A. There were no new business/future agenda items.

**VI. EXECUTIVE SESSION**

**A. There was no executive session.**

**VII. PUBLIC COMMENTS**

**A. There were no public comments.**

**VIII. NEXT GOVERNING BOARD MEETING**

**A. The next Regular Board Meeting will be held on August 21, 2018 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99<sup>th</sup> Avenue.**

**IX. ADJOURNMENT**

**A. The regular board meeting for Tuesday, July 17, 2018 adjourned at 10:35 a.m.**

**FOR THE BOARD  
Walter A. Link  
Clerk of the Board  
WAL/lbn**

APPROVED