

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR MEETING
TUESDAY, NOVEMBER 20, 2018
9:30 A.M.**

CALL TO ORDER: David Scott, Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, David Mann

Members Absent: Jack Leonard absent with notice, Robert Luger

Staff: Battalion Chief Jason Casey, Fire Marshal Jim Fox, Finance Director Gabe Buldra's assistant Ben Archer Clowes, 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. Battalion Chief Casey shared a letter of appreciation from Glendale Community College for the paramedic training and support provided by the Sun City Fire-Medical Department.

B. Promotions/badge pinning's.

- a. There were no promotions/badge pinning's for the month of November 2018.

C. Service anniversaries.

- a. There were no service anniversaries for the month of November 2018.

D. Special awards/recognition

- a. There were no special awards/recognition for the month of November 2018.

II. CONSENT AGENDA ITEMS FOR CONSIDERATION

- A. The board approved the workshop meeting minutes for October 09, 2018 for filing.**

- B. The board approved the regular meeting minutes for October 16, 2018 for filing.

III. COMMITTEE REPORTS

A. Budget and Finance

- a. Financial Director Gabe Buldra's assistant, Ben Clowes presented the financial budget and reconciliation reports for the month of October 2018. The board voted to accept the financial reports for the month of October 2018. (M: David Mann/2nd: Walter Link)

Ayes: David Scott, Walter Link, David Mann

Nays: None

B. Legal and Insurance

- a. There were no legal and insurance items for the month of October 2018.
- b. Battalion Chief Casey presented the updated action item for policy 102.15, Uniforms and Grooming. He addressed the updated changes concerning the tattoo policy. The board voted to approve the update to the policy regarding tattoos. (M: Walter Link/2nd: David Mann)

Ayes: David Scott, Walter Link, David Mann

Nays: None

C. Fire Department Operations

- a. Battalion Chief Casey presented the fire operations report for October 2018. The report included the incident counts, response times and types.
- b. Battalion Chief Casey presented the reports for training, programs and recruiting. The report included the minimum company standard programs, regional training and recruitment. The 18-3 academy graduation took place on October 26, 2018; the attending recruits were Nick Cruz and John Shedler.

D. EMS/Ambulance Operations

- a. Battalion Chief Casey presented the ambulance operations report for October 2018. The report included number of incident counts, ambulance transports and types.
- b. The training, programs and recruiting report was presented by Battalion Chief Casey. He reviewed the training & programs, which included the pediatric emergencies with Peoria Fire, CYANOKIT smoke inhalation treatment. The Department was awarded the AFG grant in the amount of \$1.5 million for 42

cardiac monitors to be divided between Buckeye Fire, Daisy Mountain Fire and Sun City Fire. There are 3 openings for paramedic school recruitment in January; one from the fire personnel and two from the EMS personnel.

b. There are no recruitment updates for October 2018.

E. Resource Management

a. Engine 133 is at the shop undergoing repairs. All 4 apparatus should be in service no later than the 1st of the year, the first 2 are to be in service in the next 2 weeks.

b. The apparatus bay floor resurfacing project at Fire Station 132 has been completed; the interior painting of Fire Station 132 is ongoing at this time.

F. Administrative/Special Projects

a. There were no technology updates for the month of October 2018.

b. Lisa Neubert (Human Resource) presented the updates on the part time employment of 2 new administrative receptionists. There is to be an additional recruitment in the future; Deborah Musselman (Administrative Manager) is to be departing employment with the Sun City Fire-Medical Department as of today, November 20th. Preliminary interviews for fire inspector were completed by telephone with secondary interviews to follow in 1-2 weeks.

G. Public Education/Community Outreach

a. There were no anniversaries for prevention volunteers for October 2018.

b. Fire Marshal Jim Fox reported on the summary of hours for the prevention volunteers. The summary included the total number of hours for administrative assistance, prevention and public education.

c. The community relations report was presented by Fire Marshal Jim Fox. The report included the number of citizens served, home safety surveys, lockbox installs, key changes, smoke detectors installed, safety fairs and car seat installations for the month of October 2018.

d. There were no community events for October 2018.

H. Fire Prevention

a. Fire Marshal Jim Fox presented the summary of prevention inspections. The fire inspection summary included the number of initial inspections, re-inspections, total inspections and violations for the month of October 2018.

- b. Fire Marshal Jim Fox presented the report on the number of permits issued for building tenant improvements, fire alarm, sprinkler, flow tests and miscellaneous types for October 2018. The permit revenue for the month of October 2018 was \$6,500.

IV. UNFINISHED BUSINESS

- A. There was 1 formal fire investigation in Youngtown for October 2018. Fire Marshal Jim Fox gave a brief overview of a fire on the second-floor apartment complex, which originated on the kitchen stove.

V. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. Fire Marshal Jim Fox presented and gave an overview of the large community projects in Sun City. A review was given on the Banner Boswell Hospital new ED building and patient tower. The plans/drawings have been received; the revenue from this project will be substantial as soon as the permits and plan reviews have been completed.
- B. An overview of the enabling phase was given by Fire Marshal Jim Fox. There was a review of other large community projects, tenant improvements and completed projects within the community of Sun City.
- C. There was an overview of the large community projects, tenant improvements and completed projects within the community of Youngtown.

VI. EXECUTIVE SESSION

- A. There was no executive session for October 2018.

VII. PUBLIC COMMENTS

- A. There were no public comments.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on December 18, 2018 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue.

IX. ADJOURNMENT

- A. The regular board meeting for November 20th adjourned at 10:06 a.m.

FOR THE BOARD

Walter A. Link

Clerk of the Board

WAL/lbn