

**MINUTES
SUN CITY FIRE DISTRICT
WORKSHOP MEETING
TUESDAY, January 8, 2019
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: Chief Deadman, Fire Marshal Jim Fox, Finance Director Gabe Buldra, Administrative Manager Lisa Neubert and Administrative Assistant Theresa M. Perez.

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

INVOCATION: Bob Luger, Chaplain

BUSINESS TO BE CONDUCTED: The Committees of the Board will discuss various matters within their areas of responsibility.

I. Legal and Insurance

- A. No items for December 2018.**
- B. Chief Deadman reminded the board of the ADOT IGA matter, which is to be up for discussion and approval at the next regular board meeting to be held on Tuesday, January 15, 2019.**

II. Budget and Finance

- A. Finance Director Gabe Buldra presented a power point overview of the bill pay and receivable services provided by the James Vincent Group. Gabe Buldra expanded on how the process is to operate concerning the bill pay and receivable course of action. Gabe Buldra provided a breakdown of the cost and savings of services; the total cost of the bill pays and receivable services is \$20,000 with a savings of \$120,000. This service is to be beneficial throughout the course of budget planning. Chief Deadman commented on the hiring of a part time payroll specialist in the near future.**
- B. Gabe Buldra briefed the board on the credit card designed by the National Bank of Arizona; he informed the board of the specifications and additional benefits provided. The goal is to move payroll off site to remote management. The board agreed to move forward with this proposal.**

III. Fire Department Operations

- A. Chief Deadman briefed the board on the proper mounting to secure equipment on the ladder truck.**
- B. The recruitment process for medics and ambulance personnel is currently ongoing. There will be a new employee starting on the ambulance beginning February 11th.**

IV. Ambulance Operations

- A. Chief Deadman conveyed the concerns of Resource Management Battalion Chief Schmitz regarding the placement of a 4th ambulance to be in service by the 1st of March, due to potential vehicle failures. The intent is to obtain a reliable vehicle to have in reserve. Additional research is ongoing concerning this matter.**

V. Grounds and Equipment

- A. No items for December 2018.**

VI. Special Projects

- A. Chief Deadman briefed the board on the continued email address modifications for the Departments email changes from @suncityfire.com to @scfmd.az.gov). The conversion of email addresses is to take place within 10-14 days.**
- B. Board member, Tim Wilmes commented on the 5- and 10-year plan; he expressed his interest in moving forward with a more detailed objective plan to have in place by next year (2020). To conclude, fellow board members agreed with Tim Wilmes suggestion. Chief Deadman agreed in favor of moving forward with the 5- and 10-year planning proposal in the near future.**
- C. Chief Deadman briefed the board on the meeting with Daisy Mountain concerning a potential merger; as a result, discussions are ongoing with no definite facts to present at this time. Following today's board meeting, Chief Deadman is to meet with Gabe Buldra and the labor division to discuss potential merger matters. In addition, scheduled arrangements are to be forthcoming in the future for board members to convene off site with Daisy Mountain's board members for discussion.**
- D. Chief Deadman briefed the board on the Department's sustainability and the hardship of any possible rate changes by Medicare. In conclusion, Chief Deadman mentioned the importance of implementing a structured security plan to be in place for the board's assessment in the future.**

VII. Adjournment

- A. The workshop meeting for Tuesday, January 8, 2019 adjourned at 10:15 a.m.**

FOR THE BOARD

Walter A. Link

**Walter A. Link
Clerk of the Board**

WAL/lbn

If any disabled person needs reasonable accommodations, contact Lisa Neubert at Voice/623-974-2321 or email: neubert@suncityfire.com as early as possible prior to the scheduled meeting time to coordinate necessary arrangements