

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, DECEMBER 17, 2019
9:30 A.M.**

CALL TO ORDER: David Scott, Chairman

ROLL CALL:

Members Present: David Scott, Walter Link, David Mann, Tim Wilmes

Members Absent: Board Member Jack Leonard absent with notice.

Staff: Fire Chief Ron Deadman, Finance Director Gabe Buldra, Fire Marshal Jim Fox, Administrative/Prevention Assistant Theresa M. Perez.

PLEDGE OF ALLEGIANCE

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board of Directors Monthly Meeting Minutes for November 19, 2019. Approved for filing.

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Community appreciation letters.

1. Expression of gratitude from Mr. Carl Rispoli and Mrs. Mary Ann Rispoli.

B. Promotions/badge pinning. (There were no promotion/badge pinning.)

C. Service anniversaries.

1. There were 6 service anniversaries for December 2019.

D. Special awards/recognition.

1. A plaque was presented by the Yarnell Fire Board Chairman Aaron Rice and Fire Chief Jeff Shearer in appreciation for the donation of the fire truck to the Yarnell Fire Department by the Sun City Fire -Medical Department.

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Financial reports and bank reconciliations (Finance Director Gabe Buldra, Presenter).
The board will vote on the acceptance of this report.**
 - a) Finance Director Gabe Buldra presented the November financial and bank reconciliation reports. The board voted to accept the November financial report. (M: Tim Wilmes; 2nd: Walter Link)**

B. Legal and Insurance

- 1. Legal and insurance matters. (There were no legal or insurance matters.)**

C. Fire Department Operations

- 1. Fire operations report: incident counts, types and response times.**
 - a) The Fire operations report was given, which included the incident counts, types and response times.**
- 2. Training, programs and recruiting report.**
 - a) The report for training, programs and recruiting was presented. The annual drivers training is ongoing. The 4 probationary firefighters are nearing completion of the first month in the field.**

D. Emergency Medical Services / Ambulance Operations

- 1. Ambulance operations report: incident counts, types and transports.**
 - a) The report for ambulance operations was presented for November 2019.**
- 2. Training, programs and recruiting report.**
 - a) The training report included the programs and recruiting reports. Updates on the ACLS/PALS were given, which included an update on the new orientation process for new hires.**

E. Resource Management

- 1. Fleet/apparatus report.**
 - a) The report for fleet and apparatus was presented for November. An update was given on Sutphin billing process.**
- 2. Building/facilities report.**

- a) Updates were given on the air conditioning repairs at Station 131; repairs are ongoing. A review was given on the refurbishment progress of bay 9 into a fitness area. An update was given on the improvements regarding Station 132's bay issues; to date improvements are ongoing.
- b) An update was given on the Administration board room remodel; completion of the remodel is scheduled to be ready for the board workshop meeting on Tuesday, January 14, 2020.

F. Administrative/Special Projects

- 1. Information technology update. (There were no updates given.)
- 2. HR - hiring/recruiting.
 - a) In January an advertisement will be released for the Assistant Chief's position. The board will receive a finalized copy of the announcement when completed.
 - b) The recruitment process is ongoing; currently there are 2 EMS personnel in the process of being hired.

G. Public Education/Community Outreach

- 1. Prevention volunteer service anniversaries.
 - a) The prevention volunteer service anniversary was presented for Robert Pope's 4-year anniversary as a volunteer fire inspector for the Sun City Fire Prevention Department.
- 2. Prevention volunteer hours summary.
 - a) The summary of hours report for the volunteers was presented for November.
- 3. Community relations program report.
 - a) The report for the community relations program was presented for November. Currently lock box appointments are scheduled through December 2019.
- 4. Community events.
 - a) There was a safety fair/expo at the Sundial Recreation Center with around 500 citizens in attendance.

H. Fire Prevention

- 1. Fire prevention inspection summary.
 - a) The November prevention inspection summary report was presented.
- 2. Permits issued and revenue report.

- a) For the month of November there were 10 permits issued with a permit revenue of \$3,437.00.

3. Fire investigation reports.

- a) There was 1 formal fire reported for the month of November.

4. Large community projects.

- a) An update was presented on the large ongoing projects within the district of Sun City in addition to the progress of other large projects in the district of Sun City.
- b) An update was given on the progress of additions/remodels for the other large projects within the town of Youngtown.

IV. UNFINISHED BUSINESS

A. Updates on PSPRS matter. (Board Member Tim Wilmes – Presenter)

- 1. Updates will be presented on the PSPRS Sun City status at the workshop meeting on Tuesday, January 14, 2020. A full presentation will be presented at the workshop meeting on Tuesday, February 11, 2020. Board Member Tim Wilmes presented an update/summary on PSPRS pension funds and contributions for tiers 1,2, and 3 as of June 30, 2019 in addition to contributions to health care tiers 1, 2 and 3.

V. NEW BUSINESS/FUTURE AGENDA ITEMS

- A. The AFDA Winter Conference is scheduled for Thursday, January 16, 2020 at the Aquarius Casino in Laughlin, Nevada. For those interested in attending, contact Lisa Neubert (Human Resources) or Fire Chief Deadman for any question or concerns.
- B. An update was given on the Heart Safe Community service, which includes Youngtown.
- C. The budget plan will be reviewed at the workshop meeting in March or April once the budget has been reviewed by Chief Deadman and Finance Director Gabe Buldra.

VI. EXECUTIVE SESSION - (There was no executive session)

VII. PUBLIC COMMENTS - (No public comments)

Consideration and discussion of comments and complaints from the public. Those wishing to address the Sun City Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or that the matter be placed on a future agenda.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on January 21, 2020 at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

IX. ADJOURNMENT

A. The board meeting for December 17, 2019 ended at 10:10 a.m.

FOR THE BOARD

Walter A. Link
Clerk of the Board

WAL/tp

- NOTICE: The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any above agenda items pursuant to ARS Section 38-431.03(A)(3).
- One or more members of the governing board may attend the meeting telephonically.
- Governing board meeting agenda dated and posted (at least 24 hours prior).
 - ❖ Posted: January 16, 2020 at 5:00 PM by Theresa Perez.

If any disabled person needs reasonable accommodations, contact administration at 623-974-2321 or admin@scfmd.az.gov as early as possible.