

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, December 15, 2020
9:30 A.M.**

CALL TO ORDER: Chairman David Scott

ROLL CALL:

Members Present: David Mann, Tim Wilmes, Phil La Barbera, Steve Arnold, David Vandernaalt

Members Absent:

Staff: Fire Chief Ron Deadman, Chief Schmitz, Finance Directors Assistant Ben Klowes, Human Resource Lisa Neubert, Admin./Prevention Assistant Theresa M. Perez

PLEDGE OF ALLEGIANCE

INVOCATION / CHAPLAIN'S REPORT

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board of Directors Special Meeting Minutes for November 10, 2020.

1. Re-submit for approval, January 26th.

B. Board of Directors Board Meeting Minutes for November 17, 2020.

1. Re-submit for approval, January 26th.

C. Board of Directors Executive Session Meeting Minutes for November 17, 2020.

1. Re-submit for approval, January 26th.

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Service anniversaries.

1. There were 6 service anniversaries presented for December 2020.

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.

1. The report for the financial and bank reconciliations were given for the month of November. The board accepted the financial report for November. (M: Tim Wilmes/2nd: Steve Arnold)

B. Legal and Insurance

1. Resolution 20-1215A – Appointment of Trustee to Arizona Metropolitan Trust Board of Trustees. (Fire Chief Ron Deadman, Presenter)

- a) Resolution 20-1215A, Battalion Chief Rob Schmitz will be appointed Trustee to Arizona Metropolitan Trust Board of Trustees with Lisa Neubert as the alternate. (M: Steve Arnold/2nd: David Vandernaalt)

C. Fire Department Operations

1. Fire operations report: incident counts, types, and response times.

- a) The report for fire operations was given for November, which included the incident counts, types, and response times.

D. Emergency Medical Services / Ambulance Operations

1. Ambulance operations report: incident counts, types, and transports.

- a) The report for ambulance operations was given for November. The report included incident counts, types and transports.

- b) The addition of graphs for ambulance response calls in addition to Mutual Aid calls was discussed for future reports.

E. Resource Management

1. Fleet/apparatus report.

- a) Chief Schmitz will update the board on the apparatus sale next month.

2. Buildings/facilities report.

- a) An update was given on the flooring project (inceptor) at Station 132; work is scheduled to begin soon.

- a) An update was given on the construction of the exercise area at Station 131. Currently the construction has been delayed due to cost of construction.

F. Administrative/Special Projects

1. There was a discussion the verification of references concerning questions, background checks and communication. Board member Steve Arnold recommended 2 board members including Administration assist with the vetting process. A formal report will be prepared by Fire Chief Deadman.

G. Public Education/Community Outreach

1. Prevention volunteer service anniversaries.
 - a) Robert Pope was acknowledged for his 5 years of service with the Sun City Fire-Medical Department Fire Prevention Dept. as a Fire Inspector.
2. Prevention volunteer hours summary.
 - a) The summary of hours for prevention volunteers was reported for November.
3. Community relations program report.
 - a) The report for the community relations program was presented for November. There were 88 citizens served with lockbox appointments scheduled through December 2020.
4. Community events.
 - a) No community events for November.

H. Fire Prevention

1. Fire prevention inspection summary.
 - a) The inspection summary for fire prevention was reported for November 2020.
2. Permits issued and revenue report.
 - a) The report for permits and revenue was presented. The total permits for November were 8 and revenue from the permits was \$7,055.38.
3. Fire investigation reports.
 - a) The fire investigation report was presented for November. There were 2 formal fire investigations, which included 1 undetermined and 1 accidental overheating of electrical item.
4. Large community projects.
 - q) Updates were given on the progress of BBMC ED Building/Patient Tower including the ongoing large projects within Sun City and Youngtown.

IV. UNFINISHED BUSINESS

A. PSPRS / Prop 207 (Board Clerk Tim Wilmes, Presenter)

1. Updates were given on the distribution of funding concerning Proposition 207.

B. COVID-19 Funding Update (Board Clerk Wilmes, Presenter)

1. Updates were given on funding regarding Covid/Cares Act. Maricopa County Board of Directors Union approved funding in the amount of \$17,750.00.

C. An update was given by Chief Rob Schmitz concerning the Covid-19 vaccine. Currently no dates have been given for the distribution of the vaccine in the NW valley.

V. EXECUTIVE SESSION

A. The board motioned to go into executive session at 11:00 a.m. (M: Tim Wilmes/2nd: Steve Arnold)

B. The executive session adjourned at 11:30 a.m.

C. The board meeting was called back in session at 11:30 a.m.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS (*Break 10:24 a.m. – 10:30 a.m.*)

A. Consulting Services presentation via Zoom at 10:30 a.m. (Brenda Tranchina, Presenter)

1. Brenda Trechina with Consulting Services presented an overview of the proposal process regarding human resource assessment including the recruitment process, and necessary qualifications for Fire Chief selection.

VII. 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 26, 2021 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 adjourned at 11:31 a.m.**

FOR THE BOARD

Tim Wilmes
Clerk of the Board

TW/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: December 14, 2020 at 9:00 AM by Lisa Neubert**

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