NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
WORKSHOP SESSION

Tuesday, April 19, 2016

MINUTES

(Agenda items may have been taken out of order at the discretion of the Chairman.)

I. CALL TO ORDER

Chairman Wilson called the Governing Board Meeting to order on Tuesday, April 19, 2016, at 9:00 a.m. at the District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

II. ROLL CALL

Members Present: Board Chairman David Wilson, Board Clerk Dusty Rhodes, Board Member Bill Hamel, Board Member Jack Meyer, and Board Member Smitty Smith

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Tim Van Scoter, Accounting Supervisor Coaleen Poland, Administrative Coordinator Deb Johnson

Media Present: Philip Haldiman – *The Independent,* Tina Gamez – *Daily News-Sun*

Public Comment: None

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

IV. REVIEW OF MINUTES

Chairman Wilson requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on April 21, 2016.

V. FINANCIAL REPORTS

A. Financial Services Division Current Events Summary for March 2016

Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for March 2016 and answered any related questions from the Board members. The March 2016 Financial Services Division Current Events Summary and the Monthly Financial Report are attached to the official Fire Board Workshop packet. Accounting Supervisor Poland also updated the Board on the progress of the Annual Budget and Operational Plan process.

Approved

VI. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE

A. Emergency/Support Services Divisions Current Events Summary for March 2016
Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for March 2016 and answered any questions from the Board related to the summary. All of the full-time openings for personnel are filled at this time. The Maricopa County Sheriff's Office is utilizing the office that has been provided for them at Station 104. The Emergency/ Support Services Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

B. Administrative/Community Risk Management Divisions Current Events Summary for March 2016
Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for March 2016 and answered any questions from the Board related to the summary. Chairman Rhodes stated that he had attended the recent Fire Corps Appreciation Breakfast sponsored by the District and enjoyed the event. He encouraged other Board members to attend the next breakfast. The Administrative/ Community Risk Management Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

VII. NEW BUSINESS

A. Federal Emergency Management Agency (FEMA) 2015 Fire Prevention & Safety (FP&S) Grant Application
Assistant Chief Dalton reviewed the District's proposed grant application for the Board. Staff is requesting funding for smoke alarms, reflective address number signs for residents, and safety education materials for the more rural areas of the District. Staff requested approval of the application at the regularly scheduled Board meeting on April 21, 2016.

B. Fiscal Year 2017-2021 Strategic Plan Draft Review
Assistant Chief Dalton reviewed for the Board the draft of the Fiscal Year 2017-2021 Strategic Plan and answered any questions from the Board regarding the draft plan. Staff requested approval of the plan at the regularly scheduled Board meeting on April 21, 2016.

(Break – 10:50-11:00 a.m.)

C. Fiscal Year 2016/2017 Capital Improvement Plan (CIP) Draft Review
Assistant Chief Dalton reviewed for the Board the Fiscal Year 2016/2017 Capital Improvement Plan (CIP) Draft and answered any questions from the Board regarding the plan. Staff requested approval of the plan at the regularly scheduled Board meeting on April 21, 2016.

D. Proposed Policy Manual Revisions – District Name Change
Assistant Chief Dalton requested input from the Board on an approval process for Policy Manual policy updates where only the District name needs to be

Approved

Changed to expedite approval and minimize the volume of policies necessary to bring before the Board. Following discussion, the Board made the decision that Chairman Wilson be authorized to sign revised policies where the only revision is changing to the new name of North County Fire & Medical District.

VIII. CALL TO THE PUBLIC

Resident Marianne Sikler had some questions regarding an article that was in a local newspaper. Chairman Wilson clarified for Ms. Sikler that the article she referenced was referring to another fire district and not to North County Fire & Medical District.

IX. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

There were no new items suggested for the upcoming Board meeting. The meeting adjourned at 11:52 a.m.

Dusty Rhodes, Board Clerk

Approved