

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
WORKSHOP SESSION

Tuesday, August 16, 2016

MINUTES

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

I. CALL TO ORDER

Acting Chairman Hamel called the Governing Board Meeting to order on Tuesday, August 16, 2016, at 9:05 a.m. at the District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

II. ROLL CALL

Members Present: Acting Chairman Bill Hamel, Board Member Dick Cherry, Board Member Jack Meyer, and Board Member Smitty Smith

Members Absent: Chairman David Wilson

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Tim Van Scoter, Accounting Supervisor Coaleen Poland, Fire Marshal Keith Tanner

Media Present: 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

Acting Chairman Hamel requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on August 18, 2016. Board Member Meyer requested that the minutes reflect that he had discussed a modification with Administrative Coordinator Johnson which would be made to the August 2, 2016 Executive Session minutes.

V. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for July 2016
Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for July 2016 and answered any related questions from the Board members. The July 2016 Financial Services Division Current Events Summary and the Monthly Financial Report are attached to the official Fire Board Workshop packet.

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

- A. Emergency/Support Services Divisions Current Events Summary for July 2016
Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for July 2016 and answered any questions from the Board related to the summary. Chief Van Scoter informed the Board that the new tanker has already been utilized for an emergency response. Chief Van Scoter also updated the Board on the status of the new engine which is currently in Phoenix to complete final necessary items such as radio installation and striping and is estimated to be in service in the District sometime in September.

Assistant Chief Van Scoter also reviewed the District's Fiscal Year 2015-2016 Emergency Response statistics and answered any questions from the Board. 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 July 2016
Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for July 2016 and answered any questions from the Board related to the summary. The Administrative/Community Risk Management Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

VII. NEW BUSINESS

- A. Arizona Mutual Aid Compact Adoption
Assistant Chief Van Scoter reviewed for the Board why it is important for the District to adopt the revision of the Arizona Mutual Aid Compact and answered any questions from the Board.

(Board Member Smith left the meeting at 10:00 a.m. during the discussion of this item.)

- B. Maricopa County / North County Fire & Medical District Emergency Procedures Guide Adoption
Assistant Chief Van Scoter informed the Board that the North County Fire & Medical District Emergency Procedures Guide has been developed to specifically target how the District would operate in the event of a disaster and recommended its adoption. Corrections were made to an original plan which was more specific to municipalities and did not reflect the different emergency protocols for an unincorporated area such as those contained within the District.
- C. Proposed Capital Projects Expenditure – Parking Lot Gates – Station 101 / Security Cameras – Stations 101 and 104
Assistant Chief Van Scoter reviewed the expenditure parameters for the Board and discussed the various bids received. Chief Van Scoter answered any questions from the Board related to the project and the various companies who had submitted bids.

- D. Proposed Capital Projects Expenditure – Station 101 Parking Lot Repair
Assistant Chief Van Scoter reviewed the necessary parking lot repair for the Board and discussed the various bids received. Chief Van Scoter answered any questions from the Board related to the project.

VIII. CALL TO THE PUBLIC

There was no response to the Call to the Public.

IX. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

Board Member Meyer requested that an item be added to the agenda for the August 18, 2016 Board meeting to discuss assisting the Valley View Community Food Bank with its food drive. Board Member Cherry stated that he would also like to see that item on the agenda.

The meeting adjourned at 10:37 a.m.

William Hamel, Board Clerk