

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
WORKSHOP SESSION

Tuesday, July 14, 2015

MINUTES

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

I. CALL TO ORDER

Board Chairman Wilson called the Governing Board Meeting to order on Tuesday, July 14, 2015, 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, 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, Fire Marshal Keith Tanner

Media Present: Jeff Dempsey, *Daily News-Sun*

Public Comment: Resident Marianne Sikler

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 July 16, 2015.

V. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for June 2015
Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for June 2015 and answered any related questions from the Board members. Accounting Supervisor Poland also reviewed the tentative year-end budget figures for Fiscal Year 2014-2015. Final figures will be provided following the completion of the annual audit. The June 2015 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 June 2015
Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for June 2015 and answered any questions from the Board. Assistant Chief Van Scoter gave the Board an update regarding the District's facility renovation and construction projects. Station 103 crews are tentatively scheduled to move into the living quarters' side of the station in August. The final construction component for Station 104 will be providing electrical power to the site. The final design for the power to the facility has been approved. Power should tentatively be to the station in late August. The tenant improvement in the Administrative/Maintenance facility should be complete by the end of July. Assistant Chief Van Scoter also updated the Board on the part-time EMS Hiring process which will include the introduction of a new EMS class at Glendale Community College. This class will provide college credits and will include an internship component. A hiring pool of part-time EMS personnel will be available from individuals completing the class. Chief Van Scoter also provided the Board with an update regarding the Recruit Academy which is going well for all four recruits at this time. A badge-pinning for the academy participants is scheduled for the August Board meeting. 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 June 2015
Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for June 2015 and answered any questions from the Board related to the summary. Assistant Chief Dalton provided the Board with an update regarding the Administrative Open Positions Hiring Process being overseen by Human Resource Strategies, LLC. Job descriptions have been either updated and/or developed for the open positions (Human Resource Generalist, Billing Supervisor, and Nurse Practitioner) and job announcements have been disseminated. Chief Dalton also provided a re-accreditation process update. The peer assessment team was conducting its on-site evaluation during the week of the Board meetings. The completed report from the team as well as the District's revised Standards of Cover will be reviewed at the August 2015 Workshop. Fire Marshal Tanner provided a review of the education provided by the District regarding Carbon Monoxide Poisoning and answered questions from the Board regarding this issue. The Administrative/Community Risk Management Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

VII. NEW BUSINESS

A. Proposed Revision of Policy Manual Policy 8.29 - U.S. Flag Protocols
Staff reviewed the proposed revision of Policy Manual Policy 8.29 – U.S. Flag Protocols which modify it to comply with the U.S. Flag Code regarding governmental entities. The Board discussed the revision. Board Chairman Wilson

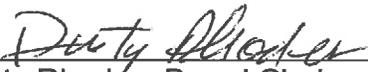
requested that the Board members be prepared to discuss their positions on the revision at the regularly scheduled meeting on July 16, 2015.

VIII. CALL TO THE PUBLIC

Resident Marianne Sikler stated that she feels it is a “shame” that more people don’t participate in the District’s meetings. Resident Sikler had some questions about District Station 104 which were answered by the Board.

IX. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

There were no new items suggested for the upcoming Board meeting. The meeting adjourned at 10:45 a.m.



Dusty Rhodes, Board Clerk

Approved