

NORTH COUNTY FIRE & MEDICAL DISTRICT  
GOVERNING BOARD  
WORKSHOP SESSION

Tuesday, November 17, 2015

MINUTES

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

**I. CALL TO ORDER**

Acting Chairman Rhodes called the Governing Board Meeting to order on Tuesday, November 17, 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 Clerk Dusty Rhodes, Board Member Bill Hamel, Board Member Jack Meyer, Board Member Smitty Smith

Members Absent: Board Chairman Wilson

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*

Public Comment: Resident Norm Benoit

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

**IV. PROPOSED AMENDMENTS TO FISCAL YEAR 2015/2016 BUDGET AND OPERATIONAL PLAN OVERVIEW/PUBLIC HEARING**

**A. Overview of Proposed Amendments to Fiscal Year 2015/2016 Budget and Operational Plan**

Assistant Chief Dalton and Accounting Supervisor Poland provided an overview for the Board of the proposed amendments to the Fiscal Year 2015/2016 Budget and Operational Plan and the statutory obligations for the adoption of those amendments. The amendments are necessary due to the District's receipt of funding from the FEMA SAFER Grant for additional personnel. Grant funds will be added to the revenue portion of the budget and will be expended so there is no effect on the bottom line of the adopted budget. Assistant Chief Dalton and Supervisor Poland answered any questions from the Board regarding the amendments. An additional Public Hearing regarding the amendments will be

held at the Regularly Scheduled Board meeting on November 19, 2015 and a Special meeting is scheduled for December 15, 2015 to adopt the proposed amendments as required by statute.

- B. At 9:10 a.m., Acting Chairman Rhodes opened the Public Hearing for public comments and questions regarding the amendments to the Fiscal Year 2015/2016 Budget and Operational Plan.

Resident Norm Benoit asked a question regarding media reports about the financial dilemma of various fire districts in the state and asked if North County Fire & Medical District was one of those districts. Chief Dalton stated that this question was not related to the Amended budget but that his question would be answered during the agenda item related to the Joint Legislative Study Committee on Rural Area Fire District Funding and Taxation later in the meeting.

At 9:12 a.m., Acting Chairman Rhodes closed the Public Hearing.

## V. NEW BUSINESS

- A. 2014-2015 Fiscal Year External Audit Report  
Accounting Supervisor Poland and Jay Parke of Walker & Armstrong LLC, the District's contracted auditing firm, presented the draft 2014-2015 Fiscal Year External Audit Report. Mr. Parke stated that Walker & Armstrong expects to issue a "clean opinion" on the District's audit indicating that the District's financial reports are materially correct. This positive opinion is not always issued. Mr. Parke stated that the firm found the District in a strong financial position. Mr. Parke also stated that the District is one of the few Fire Districts in the state that produces a Comprehensive Annual Financial Report (CAFR) for which the District has received several awards. Supervisor Poland and Mr. Parke answered any of the Board's questions regarding the draft audit. The Board will be requested to approve the audit at its regularly scheduled Fire Board meeting on December 17, 2015.

## VI. REVIEW OF MINUTES

Acting Chairman Rhodes requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on November 19, 2015.

## VII. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for October 2015  
Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for October 2015 and answered any related questions from the Board members. The October 2015 Financial Services Division Current Events Summary and the Monthly Financial Report are attached to the official Fire Board Workshop packet.

**VIII. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

**A. Emergency/Support Services Divisions Current Events Summary for October 2015**

Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for October 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. The painting of the exterior of the Administrative building is completed as well as some "spot" painting of the interior. Carpets were also cleaned at the Administrative building. The power installation at Station 104 is currently slightly ahead of schedule. The target date for the opening of Station 104 is the first part of January. Assistant Chief Van Scoter also provided an update to the Board regarding the District's new apparatus. The two new ambulances have been received and are being readied for the field with the installation of radios, gurneys, etc. 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 October 2015**

Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for October 2015 and answered any questions from the Board related to the summary. Assistant Chief Dalton provided the Board with information regarding the Joint Legislative Study Committee on Rural Area Fire District Funding and Taxation of which Chief Dalton is a member. Chief Dalton reviewed for the Board the financial dilemma that faces a majority of the Fire Districts in the state of Arizona, particularly the small rural departments. Chief Dalton explained the various legislative mandates that have exacerbated the financial issues facing many districts. Chief Dalton answered any 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.

**IX. CALL TO THE PUBLIC**

Resident Norm Benoit stated that he feels that the community needs to be informed about the new Knox Box security systems that are replacing the old systems to help reduce any fears related to lockbox security.

**X. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT**

There were no new items suggested for the upcoming Board meeting. The meeting adjourned at 10:40 a.m.



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Dusty Rhodes, Board Clerk