

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
WORKSHOP SESSION

Tuesday, October 13, 2015

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, October 13, 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, Health & Medical Coordinator Rebecca Haro, Captain Chris Barkley

Media Present: Philip Haldiman – *The Independent*, Tina Gamez – *Daily News-Sun* (arrived 9:20 a.m.)

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 October 15, 2015.

V. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for September 2015
Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for September 2015 and answered any related questions from the Board members. The September 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 September 2015
Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for September 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 Station 103 renovation is estimated to be finished by Christmas 2015. Station 104 is estimated to be complete by Thanksgiving 2015 following the power installation. 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 September 2015
Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for September 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. The District's new Human Resource Generalist is scheduled to begin work on October 19, 2015. The District's new Nurse Practitioner is scheduled to start employment with the District on October 26, 2015. Assistant Chief Dalton also provided an overview of the Firefighter (SAFER Grant) Hiring process. Initial interviews for approximately 65 individuals are scheduled for October 19 and 20, 2015. Second interviews and a practical exam will also take place during the week of October 19 with a final Chief's interview currently scheduled for October 26. The Administrative/Community Risk Management Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

VII. NEW BUSINESS

- A. Medicaid Data Services (MDS) Ambulance Billing Contract Termination
Health & Medical Coordinator Rebecca Haro stated that, as discussed during the District's budget meetings in April 2015, District staff is proposing the termination of the District's existing ambulance billing agreement. Ms. Haro stated that the District has contracted with Medicaid Data Services (MDS) since 2003. Since that time, the District's ambulance transports have increased exponentially and the District has also added its inter-facility transport program. Ms. Haro stated that staff feels that although MDS has provided excellent service, future billing requirements will be best served via an alternative option. Coordinator Haro answered any questions from the Board regarding this item.
- B. Proposed Capital Projects Expenditure - Thermal Imaging Cameras
Assistant Chief Van Scoter reviewed for the Board the District's proposed purchase of two refurbished Thermal Imaging Cameras. Captain Chris Barkley also answered any questions from the Board regarding the choice of camera, the warranty for the refurbished cameras, and the features of the proposed cameras.

Chief Van Scoter and Captain Barkley answered any additional questions from the Board regarding the cameras and/or the purchase.

C. Proposed Capital Projects Expenditure - Interior and Exterior Facility Painting – Administration Offices

Assistant Chief Van Scoter reviewed for the Board the proposal to paint the outside of the Administration building as well as selected areas of the inside of the facility. The building has not been painted since its completion in 2006 and is beginning to show significant wear and tear. District staff has obtained three bids and is requesting Board approval of the project. Assistant Chief Van Scoter answered any questions from the Board regarding the project.

D. Proposed Capital Projects Expenditure - Nurse Practitioner Equipment

Assistant Chief Van Scoter and Health & Medical Coordinator Haro reviewed for the Board the request to purchase equipment and supplies for the District's new Community Integrated Healthcare Program. \$35,000 was allocated in the approved 2015-2016 Capital Improvement Plan for these startup costs. Assistant Chief Van Scoter and Coordinator Haro answered any questions from the Board regarding the proposed equipment and supplies. Additional information was requested by the Board related to the stress test treadmill being proposed for purchase. Staff stated that they would provide additional information regarding the equipment prior to the Regular Board meeting on October 15, 2015.

E. Proposed Capital Projects Expenditure - Fitness/Health Center Improvements

Assistant Chief Van Scoter reviewed for the Board the proposed improvements to the District's Fitness/Health Center which would establish facilities appropriate to accomplish on-site annual employee physicals as well as medical and/or fit-for-duty exams by the District's new Nurse Practitioner. Assistant Chief Van Scoter answered any questions from the Board regarding the details of the project.

VIII. CALL TO THE PUBLIC

Resident Marianne Sikler asked when Station 104 would be complete. The Board again stated that it is estimated to be open by Thanksgiving.

Resident Norm Benoit asked some questions regarding the new Community Integrated Healthcare Program which were answered by the Board and staff.

IX. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

There were no new items suggested for the upcoming Board meeting. The meeting adjourned at 11:05 a.m.



Dusty Rhodes, Board Clerk