

FIRE DISTRICT OF SUN CITY WEST  
FIRE BOARD  
REGULAR SESSION

Thursday, April 16, 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 Fire Board Meeting to order on Thursday, April 16, 2015, at 9:00 a.m. at the Fire District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

II. ROLL CALL/AFFIRMATION OF QUORUM

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

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

Media Present: Tina Gamez, *Daily News-Sun*, Cecilia Chan, *The Independent*

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

IV. RECOGNITION

A. Years of Service, 1 Year – Firefighter Eric Chambers, Firefighter Paramedic Charles Kwiatkowski, Firefighter Peter Ramirez II, Firefighter John Shiffer, Paramedic Donald Martinez; 15 Years: Engineer Paramedic Chuck Bouton

The Board and District recognized the personnel listed above for their years of service to the District.

B. Promotion Ceremony – Battalion Chief Jesus Bravo; Captain Paramedic Keith Derr, and Engineer Nate Benear

A promotion ceremony was conducted for the above listed personnel.

(Break – 9:10-9:29 a.m. – Board Member Hamel left during the break.)

**V. CALL TO THE PUBLIC**

There was no response to the Call to the Public.

**VI. MINUTES**

- A. Discussion and Possible Action re: minutes of Special Board Meeting – March 17, 2015 and Regular Board Meeting – March 19, 2015.

**Board Clerk Rhodes moved that the minutes of both meetings be approved. Board Member Smith seconded the motion.**

There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Meyer, Smith  
NAYS: None

**VII. FINANCIAL SUMMARY AND REPORTS**

- A. Monthly Financial Division Current Events Summary for March 2015  
Accounting Supervisor Poland provided an overview of the March 2015 Current Events Summary. The monthly Financial Division Current Events Summary is attached to the official Fire Board meeting packet.

**VIII. CONSENT AGENDA**

- A. Approval of the March 2015 Monthly Financial Report  
Accounting Supervisor Poland answered any questions from the Board regarding the March 2015 Monthly Financial Report. The March 2015 Monthly Financial Report is attached to the official Fire Board meeting packet.

**Board Member Smith moved that the Fire Board approve the March 2015 Monthly Financial Reports and account reconciliations per Arizona Revised Statutes including, but not limited to, the following: Register of Checks, Warrants, & Deposits, Statement of Financial Activities, Statement of Net Assets, and Cash Flow Projection Report. Board Member Meyer seconded the motion.**

*Public Comment: None*

Discussion followed. Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Meyer, Smith  
NAYS: None

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

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

Assistant Chief Van Scoter provided an overview of the March 2015 Emergency/Support Services Division Current Events Summary and answered any questions from the Board. The March 2015 Emergency/Support Services Divisions Current Events Summary is attached to the official Fire Board meeting packet.

B. Administrative/Community Risk Management Divisions Current Events Summary for March 2015

In the absence of Assistant Chief Dalton, Assistant Chief Van Scoter provided an overview of the March 2015 Administrative/Community Risk Management Divisions Current Events Summary and answered any questions from the Board. The March 2015 Administrative/Community Risk Management Divisions' Current Events Summary is attached to the official Fire Board meeting packet.

C. Monthly Correspondence Report

Board Clerk Rhodes read several thank you letters to the District.

**X. NEW BUSINESS**

A. Discussion & Possible Action re: Selection of Bid for Approved Capital Purchase – District Ambulances

**Board Clerk Rhodes moved that the Fire Board accept the bid from Emergency Vehicle Group-Road Rescue Ambulance to supply the District with one Type 1-medium duty and 1 Type 3 rescue/ambulance with funding from the District's Capital Fund, as previously approved, for an amount not to exceed \$550,000. Board Clerk Rhodes further moved that Chairman Wilson and staff be authorized to finalize the agreement with Emergency Vehicle Group-Road Rescue Ambulance for the purchase. Board Member Smith seconded the motion.**

Discussion followed. Board Member Hamel returned during the discussion.

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith

NAYS: None

- B. Discussion & Possible Action re: Ambulance Back-up Agreement between the Fire District of Sun City West Ambulance Service CON #114, American Medical Response of Maricopa LLC CON #136, and Life Line Ambulance Service, Inc. CON #62

**Board Clerk Rhodes moved that, after final legal review, staff and Chairman Wilson be authorized to approve the Ambulance Back-Up Agreement between the Fire District of Sun City West Ambulance Service CON #114, American Medical Response of Maricopa LLC CON #136, and Life Line Ambulance Service, Inc. CON #62. Board Member Smith seconded the motion.** Discussion followed.

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith  
NAYS: None

- C. Discussion and Possible Action re: Proposed Policy Manual Revisions – Policy Manual Policy 7.01 - Compensation

**Board Member Smith moved that the Fire Board approve the revision to Policy Manual Policy 7.01 - Compensation. Board Clerk Rhodes seconded the motion.** Discussion followed.

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith  
NAYS: None

- D. Discussion and Possible Action re: Adoption of Arizona Fire District Association Board (AFDA) Candidacy Support Resolution #15-0416-1

**Board Clerk Rhodes moved that the Fire Board adopt Resolution #15-0416-1 authorizing Assistant Chief Mary Dalton's candidacy for president of the Arizona Fire District Association. Board Member Hamel seconded the motion.** Discussion followed.

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith  
NAYS: None

- E. Discussion & Possible Action re: Approval of the 2015 Business Plan Update of the 2011/2016 Business Plan (including the 2015/2016 Capital Improvement Plan)

**Board Member Smith moved that the Fire Board approve the 2015 update of the 2011/2016 Business Plan (including the 2015/2016 Capital Improvement Plan. Board Member Hamel seconded the motion.** Discussion followed.

**Vote Conducted. Motion carried.**

AYES: Wilson, Rhodes, Hamel, Meyer, Smith  
NAYS: None

- F. Discussion & Possible Action re: Adoption of Resolution #15-0416-2 Supporting Fort McDowell Yavapai Nation Grant Application

**Board Member Hamel moved that the Fire Board adopt Resolution #15-0416-2 supporting the District's application for a Fort McDowell Yavapai Nation Grant application for \$12,000. Board Member Hamel further moved that, if the grant is approved, that the District's in-kind contribution be expended from the Capital Projects Fund for an amount not to exceed \$1,740. Board Clerk Rhodes seconded the motion.** Discussion followed.

**Vote Conducted. Motion carried.**

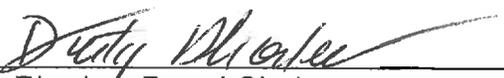
AYES: Wilson, Rhodes, Hamel, Meyer, Smith  
NAYS: None

XI. **SUGGESTED ITEMS FOR FUTURE BOARD WORKSHOP MEETING AGENDAS**

Board Clerk Rhodes requested that an item regarding educating residents about carbon monoxide poisoning.

XIII. **ADJOURNMENT**

The meeting adjourned at 10:23 a.m.

  
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Dusty Rhodes, Board Clerk