

NORTH COUNTY FIRE & MEDICAL DISTRICT  
GOVERNING BOARD  
REGULAR SESSION

Thursday, October 20, 2016

MINUTES

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

**I. CALL TO ORDER/ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM CONDUCTED BY SENIOR BOARD MEMBER DAVID WILSON**

Board Member Wilson called the Governing Board Meeting to order on Thursday, October 20, 2016, at 9:00 a.m. at the District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona

Members Present: Board Members Dick Cherry, Jack Meyer, Dawn Miller, Russell Smith, and David Wilson

Members Absent: None

Administrative 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: None

Public Comment: Norm Benoit, Diane Cheney

**II. ELECTION OF OFFICERS**

**Board Member Meyer moved that the Governing Board temporarily set aside the North County Fire & Medical District Board bylaws with respect to Board Office elections and move to, by acclamation, retain the current Fire Board Chairman and Fire Board Clerk through this term which ends November 30, 2016. Board Clerk Smith seconded the motion. Discussion followed.**

Voted conducted. **MOTION CARRIED.**

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

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

IV. **RECOGNITION**

- A. Years of Service Awards – Engineer Paramedic Robert Corcoran, Firefighter Paramedic Spencer Inman, Firefighter Paramedic Coy Boggler, Paramedic Carol Adams - 15 Years

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

V. **PROPOSED AMENDMENTS TO FISCAL YEAR 2016/2017 BUDGET AND OPERATIONAL PLAN PUBLIC BUDGET HEARING**

- A. Public Hearing/Comments

Board Chairman Wilson opened the Public Hearing at 9:08 a.m.

There were no comments from the public related to the proposed amendments to Fiscal Year 2016/2017 Budget and Operational Plan.

Board Chairman Wilson closed the Public Hearing at 9:09 a.m.

VI. **CALL TO THE PUBLIC**

Resident Norm Benoit stated that some questions had come up during his bi-annual Block Watch meetings regarding the recent consolidation between North County and Wittmann Fire & Medical Districts.

Resident Diane Cheney gave the Board some information regarding how the Newcomer's Coffees are organized.

VII. **MINUTES**

- A. Discussion & Possible Action re: Special Board Meeting – September 13, 2016

**Board Member Meyer moved that the minutes of the September 13, 2016 Special Board meeting be approved. Board Clerk Smith seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer

NAYS: None

ABSTAIN: Miller

- B. Discussion & Possible Action re: Regular Board Meeting – September 15, 2016

**Board Member Meyer moved that the minutes of the September, 2016 Regular Board meeting be approved. Board Member Miller seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer  
NAYS: None  
ABSTAIN: Miller

**C. Discussion & Possible Action re: Special Board Meeting – October 6, 2016**

**Board Member Meyer moved that the minutes of the October 6, 2016 Special Board meeting be approved. Board Clerk Smith seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

**D. Discussion & Possible Action re: Executive Session – October 6, 2016**

**Board Member Meyer moved that the minutes of the October 6, 2016 Executive Session be approved. Board Member Miller seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

**E. Discussion & Possible Action re: Special Board Meeting – 1:00 p.m. – October 13, 2016**

**Board Member Meyer moved that the minutes of the October 13, 2016 – 1:00 p.m. Special Board meeting be approved. Board Member Miller seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

F. Discussion & Possible Action re: Executive Session – October 13, 2016

**Board Member Meyer moved that the minutes of the October 13, 2016 Executive Session be approved. Board Member Miller seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

G. Discussion & Possible Action re: Special Board Meeting – 5:00 p.m. – October 13, 2016

**Board Member Meyer moved that the minutes of the October 13, 2016 Special Board Meeting – 5:00 p.m. be approved. Board Clerk Smith seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer  
NAYS: None  
ABSTAIN: Miller

H. Discussion & Possible Action re: Wittmann Fire & Medical District Special Board Meeting – 9:30 a.m. – October 13, 2016

**Board Chairman Wilson moved that the minutes of the Wittmann Fire & Medical District October 13, 2016 Special Board Meeting be approved. Board Clerk Smith seconded the motion.**

Board Member Meyer requested that the minutes reflect that the Board was approving the Wittmann Fire & Medical District minutes on advice of counsel following the consolidation between North County & Wittmann Fire & Medical Districts.

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

I. Discussion & Possible Action re: Wittmann Fire & Medical District Executive Session – October 13, 2016

**Board Chairman Wilson moved that the minutes of the Wittmann Fire & Medical District October 13, 2016 Executive Session be approved. Board Member Miller seconded the motion.**

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

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

VIII. FINANCIAL SUMMARY AND REPORTS

- A. Monthly Financial Division Current Events Summary for September 2016  
Accounting Supervisor Poland reviewed the September 2016 Financial Services Division Current Events Summary and answered any questions from the Board related to the summary. The monthly Financial Division Current Events Summary is attached to the official Governing Board meeting packet.

IX. CONSENT AGENDA

- A. Approval of the September 2016 Monthly Financial Report  
Accounting Supervisor Poland answered any questions from the Board regarding the monthly financial report. The September 2016 Monthly Financial Report is attached to the official Governing Board meeting packet. Board Chairman Wilson had a question related to the tracking of consolidation related expenses which was answered by Supervisor Poland.

**Board Member Meyer moved that the Governing Board approve the September 2016 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 Miller seconded the motion. Discussion followed.**

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

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

A. Emergency/Support Services Divisions Current Events Summary for September 2016

Assistant Chief Van Scoter reviewed the September 2016 Emergency/Support Services Division Current Events Summary and answered any questions from the Board related to the summary. Assistant Chief Van Scoter gave the Board an update regarding the status of the District's new engine. The September 2016 Emergency/Support Services Divisions Current Events Summary is attached to the official Governing Board meeting packet.

B. Administrative/Community Risk Management Divisions Current Events Summary for September 2016

Assistant Chief Dalton reviewed the September 2016 Administrative/Community Risk Management Divisions Current Events Summary and answered any questions from the Board related to the summary. Chairman Wilson asked a question regarding the possibility of tables being reserved for any Board members attending events in which the District is participating. Assistant Chief Dalton said that would not be a problem if there was advanced notice by the Board members that they would be attending the event. The September 2016 Administrative/Community Risk Management Divisions' Current Events Summary is attached to the official Governing Board meeting packet.

C. Monthly Correspondence Report

There was no correspondence received for the month of September 2016.

**XI. NEW BUSINESS**

A. Discussion & Possible Action re: Ratification of Local Pension Board Appointment

Chairman Wilson's term on the District's Local Pension Board has expired. Chairman Wilson stated that he would be willing to serve again until someone else on the Board would be willing to serve.

**Board Member Cherry moved that the Governing Board ratify Board Chairman Wilson's appointment to the SCW Firefighter's Pension Board for a four year term beginning on October 20, 2016. Board Member Miller seconded the motion.**

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

B. Discussion & Possible Action re: Continuance of the Former Wittmann Fire & Medical District Personnel Health, Dental, and Vision Benefits through December 31, 2016

Chief Biscoe and Assistant Chief Dalton outlined the process for adding the former Wittmann Fire & Medical District personnel to the District's benefit plans. This process would include the continuance of the personnel's current benefit plans through December 31, 2016. Extending their current benefit plans allows the District the necessary time to complete all of the paperwork to transition the former Wittmann personnel to the District's benefits effective January 1, 2016.

**Board Clerk Smith moved that the Governing Board authorize staff to extend, as needed, the existing Health, Dental and Vision policies for the former Wittmann Fire & Medical District personnel through December 31, 2016, per the renewal agreements with the appropriate providers. Board Member Cherry seconded the motion.**

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Wilson, Smith, Cherry, Meyer, Miller  
NAYS: None

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

There were no items suggested.

XIII. **ADJOURNMENT**

The meeting adjourned at 10:13 a.m.

  
\_\_\_\_\_  
Russell Smith, Board Clerk