

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION

Thursday, April 21, 2016

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 Thursday, April 21, 2016, at 9:00 a.m. at the 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 Mary Dalton, Assistant Chief Tim Van Scoter, Accounting Supervisor Coaleen Poland, Administrative Coordinator Deb Johnson

Media Present: Philip Haldiman, *The Independent*, Tina Gamez, *Daily News-Sun*

Public Comment: Resident Dick Cherry

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

IV. CALL TO THE PUBLIC

There was no response to the Call to the Public.

V. MINUTES

A. Discussion & Possible Action re: Board Workshop – March 15, 2016

Board Member Hamel moved that the minutes of the March 15, 2016 Board Workshop be approved. Board Member Smith seconded the motion.

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

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

B. Discussion & Possible Action re: Regular Board Meeting – March 17, 2016

Board Member Hamel moved that the minutes of the March 17, 2016 Regular Board meeting be approved. Board Member Smith seconded the motion.

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

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

VI. FINANCIAL SUMMARY AND REPORTS

- A. Monthly Financial Division Current Events Summary for March 2016
Accounting Supervisor Poland presented an overview of the March 2016 Financial Division Current Events Summary. The monthly Financial Division Current Events Summary is attached to the official Governing Board meeting packet.

VII. CONSENT AGENDA

- A. Approval of the March 2016 Monthly Financial Report
Accounting Supervisor Poland answered any questions from the Board regarding the monthly financial report. The March 2016 Monthly Financial Report is attached to the official Governing Board meeting packet.

Board Member Smith moved that the Governing Board approve the March 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 Clerk Rhodes seconded the motion.

Public Comment: None

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

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

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

- A. Emergency/Support Services Divisions Current Events Summary for March 2016
Assistant Chief Van Scoter provided a brief overview of the March 2016 Emergency/Support Services Division Current Events Summary and answered any questions from the Board. Assistant Chief Van Scoter will be reviewing the District's response goals for Station 104. He is also working with Maricopa County regarding the addition of various roads in the District's more rural areas. The March 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 March 2016
Assistant Chief Dalton provided a brief overview of the March 2016 Administrative/Community Risk Management Divisions Current Events Summary and answered any questions from the Board. The March 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 for review.

IX. NEW BUSINESS

- A. Discussion & Possible Action re: Approval of the Federal Emergency Management Agency (FEMA) 2015 Fire Prevention & Safety (FP&S) Grant Application
Assistant Chief Dalton answered any questions from the Board regarding the grant application.

Board Member Smith moved that the Governing Board approve the application for funding from the 2015 Fire Prevention & Safety Grant for an amount not to exceed \$112,000 for smoke alarms, reflective address number signs, and safety education materials. Board Member Smith further moved that, if the grant is approved, that the required 5% matching funds be expended from the Capital Projects Fund for an amount not to exceed \$5,600. Board Clerk Rhodes seconded the motion.

Public Comment: Resident Dick Cherry asked if letters from residents to legislators in support of the application would be of any assistance in receiving grant approval. Assistant Chief Dalton said that the District would certainly appreciate it if residents would send letters of support and that it could possibly help the District receive the funding.

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

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

B. Discussion & Possible Action re: Approval of the 2017-2021 NCFMD Strategic Plan

Assistant Chief Dalton answered any questions from the Board related to the Strategic Plan.

Board Clerk Rhodes moved that the Governing Board approve the 2017-2021 North County Fire & Medical District Strategic Plan. Board Member Smith seconded the motion.

Board Chairman Wilson stated that the document is a roadmap to the future covering five years and that the document is “necessary and responsible.”

Public Comment: None

Additional discussion followed. Vote conducted. **MOTION CARRIED.**

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

C. Discussion & Possible Action re: Approval of the 2016/2017 NCFMD Capital Improvement Plan

Assistant Chief Dalton answered any questions from the Board related to the Capital Improvement Plan.

Board Member Hamel moved that the Governing Board approve the 2016/2017 NCFMD Capital Improvement Plan. Board Member Smith seconded the motion.

Public Comment: None

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

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

D. Discussion & Possible Action re: Proposed Policy Manual Policy Revisions – District Name Change

Board Chairman Wilson reviewed for the Board that staff is requesting a procedure for signing Policy Manual policy revisions requiring only updating the District’s name to North County Fire & Medical District.

Board Clerk Rhodes moved that the Fire Board authorize Board Chairman Wilson to approve any revised Policy Manual policies when the only revision to the policy is changing the policy to reflect the new District name: North County Fire & Medical District. Board Member Smith seconded the motion.

Public Comment: None

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

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

X. SUGGESTED ITEMS FOR FUTURE BOARD WORKSHOP MEETING AGENDAS

There were no new items suggested.

XI. ADJOURNMENT

The meeting adjourned at 10:51 a.m.

Dusty Rhodes, Board Clerk