

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
SPECIAL SESSION

BUDGET WORKSHOP

Tuesday, May 3, 2016

MINUTES

I. CALL TO ORDER

Governing Board Chairman David Wilson called the Special Session Budget Workshop to order on Tuesday, May 3, 2016, 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 Members Bill Hamel, Jack Meyer, and Smitty Smith

Members Absent: None

Staff Present: Fire Chief Rob Biscoe; Assistant Chiefs Mary Dalton and Tim Van Scoter; Battalion Chiefs Jesus Bravo and Brad Cohen; Fire Marshal Keith Tanner, Administrative Coordinator Deb Johnson; Accounting Supervisor Coaleen Poland; EMS Coordinator Rebecca Haro; Support Services Coordinator Nick Hricziscse, Engineer Vince Nielsen, Firefighter/Paramedic Darby Starr, and Paramedic John Zerby

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

Public Comment: Ed VanCott, Diane Holloway-Cheney

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

IV. FISCAL YEAR 2016-2017 PROPOSED BUDGET

A. Discussion/presentation concerning the proposed District Budget for Fiscal Year 2016-2017

Chief Dalton and Supervisor Poland reviewed the initial slides of a PowerPoint presentation regarding the proposed Fiscal Year 2016-2017 Annual Budget and Operational Plan which included a history of the District's budget process, tax rates, etc. and the overall Revenues and Expenditures for the proposed budget. Chief Dalton also reviewed a comparison of the District's tax rate to similar fire districts in the metropolitan Phoenix area. North County continues to have the lowest tax rate among those entities.

(Break – 9:57-10:08 a.m.)

Assistant Chief Van Scoter gave an overview of the Emergency Services Division and reviewed for the Board the proposed budget items for this Division for Fiscal Year 2016-2017. Budget items regarding firefighting equipment, personal protective equipment (PPE), self contained breathing apparatus (SCBA), and the Wildland Program were reviewed. Assistant Chief Van Scoter answered any questions from the Fire Board regarding the proposed budget requests.

Health and safety, wellness and fitness, and mission readiness sections of the proposed budget which include disaster preparedness and personnel training and development were also reviewed.

Assistant Chief Van Scoter gave a brief overview of the Emergency Medical Services (EMS) and Health & Medical Divisions and reviewed for the Board their proposed budget accounts for Fiscal Year 2016-2017. Chief Van Scoter answered any questions from the Fire Board regarding the budgets of these Divisions.

Assistant Chief Van Scoter gave a brief overview of the Support Services Division and reviewed for the Board the proposed Support Services budget accounts for Fiscal Year 2016-2017. Chief Van Scoter answered any questions regarding these budget accounts. This Division includes projected expenses for facility and apparatus maintenance as well as all utilities, outsourced maintenance and repair, fuel, dispatch services, emergency communications, etc.

(Lunch Break – 11:30-12:30 p.m.)

Assistant Chief Dalton reviewed for the Governing Board the responsibilities of the Administrative Services Division and gave an overview of the proposed Division budget expenses for Fiscal Year 2016-2017 and answered any questions regarding the budget accounts for this Division. These expenses include Board related expenses, Human Resources, office supplies, District Insurance (liability, motor vehicle, etc.), legal and consulting fees, customer service, records management, and information technology.

Fire Marshal Tanner provided an overview of the Community Risk Management Division responsibilities and the proposed Community Risk Management Division expenses for Fiscal Year 2016-2017 and answered questions from the Board. This Division includes any budget items regarding fire prevention, community education, and the District's Fire Corps Volunteer Program.

Assistant Chief Dalton and Accounting Supervisor Poland reviewed the Financial Services Division proposed budget for Fiscal Year 2016-2017 regarding personnel compensation, benefits and staffing. They included in that review the proposed changes in District personnel Health Insurance Benefits.

(Board Clerk Rhodes left at 1:00 p.m.)

Chief Dalton and Supervisor Poland reviewed the remainder of the Financial Services Division proposed budget areas including accounting and professional services and debt service and answered any questions from the Fire Board regarding these categories.

Assistant Chief Dalton concluded the presentation and reviewed the scheduled dates for the completion of the budget process. The dates are as follows:

May 19, 2016 Regular Fire Board Meeting – Review & Approval of the Proposed FY 2016/2017 Budget

May 20 through June 8, 2016 – 20-Day Posting Period

June 14, 2016 Regular Board Workshop

June 16, 2016 Public Hearing & Adoption of Final Budget

July 1, 2016 Budget becomes effective

The Board thanked the staff for their time and effort in developing the proposed budget.

V. CALL TO THE PUBLIC

Resident Ed VanCott asked a question regarding the annual rate of personnel turnover which was answered by Administrative staff who stated that, in recent years, the turnover has been minimal and mainly due to retirements or career changes as opposed to recruitment by other fire agencies.

Resident Diane Holloway-Cheney stated that she felt that it was good that the District's tax rate is still well below neighboring agencies. She also liked that the District is making carbon monoxide alarms as well as smoke alarms available to residents for purchase and installation. Resident Holloway-Cheney stated that she appreciates the District's line-by-line review of the proposed budget.

VI. ADJOURNMENT

The meeting adjourned at 1:30 p.m.

Dusty Rhodes, Board Clerk