

NORTH COUNTY FIRE & MEDICAL DISTRICT
FIRE BOARD
SPECIAL MEETING

Tuesday, November 15, 2016

MINUTES

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

I, II. CALL TO ORDER/ROLL CALL OF BOARD MEMBERS/AFFIRMATION OF QUORUM

Board Chairman Wilson called the Board Meeting to order on Tuesday, November 15, 2016, at 9:00 a.m. at the District Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona.

Members Present: Board Chairman David Wilson, Board Clerk Russell Smith, Board Member Dick Cherry, Board Member Jack Meyer, Board Member Dawn Miller

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Tim Van Scoter, Assistant Chief Mary Dalton, and Administrative Coordinator Deb Johnson

Public Comment: Residents Chad Radke, Norm Benoit, and Fran Noe

Media Present: None

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

IV. SPECIAL PRESENTATION

- A. Cross River HOA President Chad Radke
Cross River HOA President Chad Radke presented a \$500 check to North County Fire & Medical District in appreciation for their support of the community and in recognition of the District's personnel. Mr. Radke stated that the District has supported the Cross River community events for several years as well as providing District programs and events for the community. Mr. Radke stated that there is a very positive relationship between the community and the District which is greatly appreciated.

V. REVIEW OF MINUTES

Chairman Wilson requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on November 17, 2016.

VI. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for October 2016
In the absence of Accounting Supervisor Poland, Assistant Chief Dalton reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for October 2016 and answered any related questions from the Board members. The October 2016 Financial Services Division Current Events Summary and the Monthly Financial Report are attached to the official Fire Board Special Meeting packet. Chief Dalton also reviewed for the Board the Wittmann Fire & Medical District Monthly Financial Report for September 2016. Following the consolidation of the North County and Wittmann Fire & Medical Districts on October 13, 2016, the Wittmann Governing Board was dissolved and therefore did not have their regular meeting in October to approve the September Financial Report necessitating that the North County Board approve said report. The Wittmann Fire & Medical District September 2016 Monthly Financial report is attached to the official Fire Board Special Meeting packet.

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

- A. Emergency/Support Services Divisions Current Events Summary for October 2016
Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Currents Events Summary for October 2016 and answered any questions from the Board. Chief Van Scoter also updated the Board on the recent wildland deployment and the status of new Engine 104. Chief Van Scoter also provided an update regarding the Wittmann Fire & Medical District Transition.
- B. Administrative/Community Risk Management Divisions Current Events Summary for October 2016
Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for October 2016 and answered any questions from the Board. Chief Dalton also informed the Board that the District’s recent Accreditation Annual Compliance Report was approved and that copies of the report are available for their review.

VIII. NEW BUSINESS

- A. Discussion and Possible Action on Resolution #16-1115-1 Adopting the Revised Fiscal Year 2016/2017 Budget & Operational Plan

Board Member Cherry moved that the Governing Board adopt Resolution #16-1115-1 which approves the amendment to the adopted Fiscal Year 2016/2017 Budget and Operational Plan. Board Clerk Smith seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

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

(Break – 10:25-10:35 a.m.)

- B. Proposed Capital Projects Expenditure – Ladder Tender Refurbishment
Assistant Chief Van Scoter reviewed for the Board the proposed Capital Projects expenditure which is one of the items proposed in the 2016/2017 Capital Improvement Plan approved by the Board. Chief Van Scoter reviewed the two bids received for the project. Chief Van Scoter explained the District’s reasoning in proposing a refurbishment instead of the purchase of a new apparatus and answered any questions from the Board.

Resident Norm Benoit asked what apparatus the District would utilize while the Ladder Tender is being refurbished. Assistant Chief Van Scoter stated that the District would use one of its reserve engines.

- C. 2016 Assistance to Firefighters Grant Applications
Assistant Chief Van Scoter informed the Board that the deadline for the submittal of the 2016 Assistance to Firefighters Grant application is November 18, 2016 and that the District is requesting to submit an application. The requested items will include 5 (five) Stryker gurneys and life systems, a Thermal Imaging Camera (TIC), four (4) multi- channel radios, and an extractor for cleaning soiled turnout gear. The District’s match for this grant is 10% and Chief Van Scoter stated that he will provide a “not-to-exceed” amount for the application at the regularly scheduled Board meeting on November 17, 2016. Chief Van Scoter answered any questions from the Board regarding the proposed application.

- D. Employee Medical Insurance Discussion
Assistant Chief Dalton informed the Board that the District has experienced significant challenges with its current employee medical insurance coverage provided by United Healthcare which took effect on July 1, 2016. Due to these challenges, staff is proposing a possible change in providers effective on or about January 1, 2017. Two current options include Blue Cross/Blue Shield of Arizona and the Arizona Metropolitan Trust. Assistant Chief Dalton answered any questions from the Board and stated that additional information would be provided at the regularly scheduled Board Meeting on November 17, 2016.

Resident Norm Benoit asked if anyone with Medicare would be affected by the insurance change. Assistant Chief Van Scoter stated that none of the current personnel are on Medicare.

- E. Proposed Policy Manual Revisions
Assistant Chief Dalton stated that staff is requesting the approval of several revised Policy Manual policies. The District is utilizing an outside Human Resource consultant to assist in the process of reviewing the District’s policies for necessary updates as well as completing the name change process for all

policies. As part of the Accreditation Process, the District is committed to reviewing all District policies once every five years at a minimum. Over the next several months, staff will be requesting approval of all Policy Manual policies with revisions that include more than the District's name change or minor grammatical corrections. Assistant Chief Dalton answered any questions from the Board related to the policy revisions.

X. CALL TO THE PUBLIC

Resident Fran Noe informed the staff of a correction in the October 20, 2016 draft minutes. Staff noted the correction which will be made prior to requested approval at the regularly scheduled Board meeting on November 17, 2016.

Ms. Noe also stated that at the recent Cross River Community 10th Anniversary celebration that a firefighter had won one of the raffle prizes which was a collectible fire truck.

XI. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

Board Member Miller requested that an item regarding Fire District Districting/Precincting be placed on a future agenda.

The meeting adjourned at 11:40 a.m.

Russell Smith, Board Clerk