NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION

Thursday, August 18, 2016

MINUTES

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

I. CALL TO ORDER

Acting Chairman Hamel called the Governing Board Meeting to order on Thursday, August 18, 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:	Acting Chairman Bill Hamel, Board Member Dick Cherry, Board Member Smitty Smith
Members Absent:	Board Chairman David Wilson, Board Member Jack Meyer
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:	Tina Gamez, *Daily News-Sun*
Public Comment:	None

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

IV. RECOGNITION

A. VFW Post 10695 Recognition – Areic Bailey
Paramedic Areic Bailey was recognized by VFW Post 10695 as the national VFW 2015 EMT/Paramedic of the Year for his outstanding actions on January 28, 2015 during a water rescue.

B. Years of Service Awards – Eric Garcia, Andrew Skinner, Jan Williams
The above listed personnel were recognized by the Board for their years of service to the District.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

Approved

VI. MINUTES

A. Discussion & Possible Action re: Board Workshop – July 19, 2016

Board Member Smith moved that the minutes of the July 19, 2016 Board Workshop be approved. Board Member Cherry seconded the motion.

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

AYES: Hamel, Smith
NAYS: None
ABSTAIN: Cherry

B. Discussion & Possible Action re: Regular Board Meeting – July 21, 2016

Board Member Smith moved that the minutes of the July 21, 2016 Regular Board meeting be approved. Acting Chairman Hamel seconded the motion.

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

AYES: Hamel, Smith
NAYS: None
ABSTAIN: Cherry

C. Discussion & Possible Action re: Special Board Meeting – August 2, 2016

Board Member Smith moved that the minutes of the August 2, 2016 Special Board meeting be approved. Acting Chairman Hamel seconded the motion.

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

AYES: Hamel, Smith
NAYS: None
ABSTAIN: Cherry

D. Discussion & Possible Action re: Executive Session – August 2, 2016

Board Member Smith moved that the minutes of the August 2, 2016 Executive Session be approved. Acting Chairman Hamel seconded the motion.

Approved

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

AYES: Hamel, Smith
NAYS: None
ABSTAIN: Cherry

VII. FINANCIAL SUMMARY AND REPORTS

A. Monthly Financial Division Current Events Summary for July 2016
Accounting Supervisor Poland presented an overview of the July 2016 Financial Division Current Events Summary and answered any questions from the Board. The monthly Financial Division Current Events Summary is attached to the official Governing Board meeting packet.

VIII. CONSENT AGENDA

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

Board Member Smith moved that the Governing Board approve the July 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. Acting Chairman Hamel seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Hamel, Cherry, Smith
NAYS: None

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

A. Emergency/Support Services Divisions Current Events Summary for July 2016
Assistant Chief Van Scoter provided a brief overview of the July 2016 Emergency/Support Services Division Current Events Summary and answered any questions from the Board. The July 2016 Emergency/ Support Services Divisions Current Events Summary is attached to the official Governing Board meeting packet.

Approved

B. Administrative/Community Risk Management Divisions Current Events Summary for July 2016
Assistant Chief Dalton provided a brief overview of the July 2016 Administrative/Community Risk Management Divisions Current Events Summary and answered any questions from the Board. The July 2016 Administrative/Community Risk Management Divisions' Current Events Summary is attached to the official Governing Board meeting packet.

C. Monthly Correspondence Report
Acting Chairman Hamel reviewed three pieces of correspondence: a thank you letter from Del E. Webb Hospital for the District's assistance with their toy drive and two thank you letters from participants in the District's Matter of Balance class.

X. NEW BUSINESS

A. Discussion & Possible Action re: Adoption of Arizona Mutual Aid Compact
Assistant Chief Van Scoter reviewed the reasons it would be beneficial to the District to adopt the Arizona Mutual Aid Compact.

Board Member Smith moved that the Governing Board adopt the revised Arizona Mutual Aid Compact. Board Member Cherry seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Hamel, Cherry, Smith
NAYS: None

B. Discussion & Possible Action re: Adoption of Maricopa County / North County Fire & Medical District Emergency Procedures Guide Adoption
Assistant Chief Van Scoter stated that the Maricopa County / North County Fire & Medical District Emergency Procedures Guide has been updated to reflect procedures for emergencies that are specific to unincorporated areas. Chief Van Scoter answered any questions from the Board related to the Guide.

Board Member Smith moved that the District adopt the Maricopa County / North County Fire & Medical District Emergency Procedures Guide. Board Member Smith further moved that District staff be authorized to update the Guide as necessary without formal Board approval and that the Board be provided copies of any updates. Board Member Cherry seconded the motion. Discussion followed.

Public Comment: None

Approved

Vote conducted. **MOTION CARRIED.**

AYES: Hamel, Cherry, Smith
NAYS: None

C. Discussion & Possible Action re: Proposed Capital Projects Expenditure – Parking Lot Gates – Station 101 / Security Cameras – Stations 101 and 104

Assistant Chief Van Scoter reviewed the project for the Board. Acting Chairman Hamel stated that he relies on the expertise of staff when reviewing bids and bid recommendations.

Board Member Smith moved that the Governing Board accept the bid from MerIT Technology Partners for the installation of security cameras at Stations 101 and 104 for an amount not to exceed $11,000 with funding from the District's Capital Fund. Board Member Smith further moved that the Governing Board accept the bid from Diamond Iron, LLC for the installation of security gates and fencing at Station 101 for an amount not to exceed $42,000 with funding from the District's Capital Fund. Board Member Cherry seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Hamel, Cherry, Smith
NAYS: None

D. Discussion & Possible Action re: Proposed Capital Projects Expenditure – Station 101 Parking Lot Repair

Assistant Chief Van Scoter reviewed the proposed expenditure with the Governing Board. Chief Van Scoter stated in response to Board Member Cherry's inquiry that the recommended contractor would dowel into the existing concrete with rebar and look for any potential sinkholes.

Board Member Cherry moved that the Governing Board accept the bid from Buildco, LLC for the parking lot repair at Station 101 for an amount not to exceed $5,500 with funding from the District's Capital Fund. Board Member Smith seconded the motion. Discussion followed.

Public Comment: None

Vote conducted. **MOTION CARRIED.**

AYES: Hamel, Cherry, Smith
NAYS: None

Approved

E. Discussion re: Valley View Community Food Bank Drive Assistance
This item was placed on the agenda at the request of Board Member Meyer as a result of an article in a local newspaper regarding the food bank's current issue with a lack of donations. Assistant Chief Dalton informed the Board that the District is planning to assist the food bank by moving up the date of the District's annual food drive, which typically begins in November, to tentatively begin on August 29. District Community Outreach Specialist Sandeen has contacted the food bank to coordinate the new schedule.

XI. SUGGESTED ITEMS FOR FUTURE BOARD WORKSHOP MEETING AGENDAS

Board Member Smith requested that an item be included on a future workshop agenda regarding the District's Pest Control program. Board Member Cherry stated that he would support this requested item.

XII. ADJOURNMENT

The meeting adjourned at 9:45 a.m.

Smitty Smith, Board Clerk

Approved