

NORTH COUNTY FIRE & MEDICAL DISTRICT  
FIRE BOARD  
SPECIAL MEETING

Tuesday, August 18, 2015

MINUTES

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

**I. CALL TO ORDER**

Board Chairman Wilson called the Board Meeting to order on Tuesday, August 18, 2015, 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 Member Bill Hamel, Board Member Jack Meyer, and Board Member Smitty Smith

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Tim Van Scoter, Assistant Chief Mary Dalton, Accounting Supervisor Coaleen Poland, Fire Marshal Keith Tanner, Health & Medical Coordinator Haro, and Administrative Coordinator Deb Johnson

Public Comment: Resident Marianne Sikler

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

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

**IV. REVIEW OF MINUTES**

Board Member Wilson requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on August 20, 2015.

**V. FINANCIAL REPORTS**

**A. Financial Services Division Current Events Summary for July 2015**

Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for July 2015 and answered any related questions from the Board members. The July 2015 Financial Services Division Current Events Summary and the Monthly Financial Report are attached to the official Fire Board Workshop packet.

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

A. Emergency/Support Services Divisions Current Events Summary for July 2015

Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Currents Events Summary for July 2015. Chief Van Scoter outlined for the Board format changes that have been made to the report to include additional statistical information for the coming fiscal year. He then answered any questions from the Board regarding the report statistics and/or the format changes. Assistant Chief Van Scoter gave the Board an update regarding the District's facility renovation and construction projects. Crews should soon be able to move into the renovated crew quarters side of Station 103. The entire project is estimated to be completed around the middle of September. The concrete is being completed at Station 104 for sidewalks, curbing, etc. Power continues to be a delaying issue but the process to obtain power is moving forward. The design for the provision of power to the Station 104 site has been planned as much as possible to allow for the future training site without negatively affecting the current project financially. Additional necessary components for training site power can be added as the project is developed in the future. Chief Van Scoter also reported that the Recruit Academy is completed and they will have their badge-pinning ceremony at the August 20, 2015 regularly scheduled Board meeting. Chief Van Scoter reviewed the Fiscal Year 2014-15 Emergency Services Division Statistics for the Board and answered any questions.

B. Administrative/Community Risk Management Divisions Current Events Summary for July 2015

Fire Marshal Tanner reviewed the Administrative/Community Reduction Management Divisions July 2015 Monthly Report and the Fiscal Year 2014-15 Administrative/Community Reduction Management Divisions Annual Statistics. Fire Marshal Tanner answered any questions from the Board regarding both reports.

*(Break – 10:45-10:55 a.m.)*

**VII. NEW BUSINESS**

A. Proposed Capital Projects Expenditure – Lucas Chest Compression System

Health & Medical Coordinator Haro reviewed for the Board the purpose of the Lucas Chest Compression System, how it operates, and the potential the device has for saving District personnel from possible serious injury. The device performs compressions allowing emergency personnel to be safely seat-belted in the back of an ambulance while transporting a patient to a hospital who needs continuous CPR. The District is requesting to purchase up to four of the systems. Sun Health has agreed to split the cost of the systems with the District. Coordinator Haro answered any questions from the Board regarding the system.

- B. Commission on Fire Accreditation International (CFAI) Re-Accreditation Process – Final Report  
Although the final report has been received, the Board was unable to review it prior to the meeting so the issue will be agendized again for the September Board meetings. This will also follow the CFAI Commission Hearing at the end of August. Results of the hearing can also be reported in September.
- C. Update – 2014 Assistance to Firefighter’s Regional Grant Award – Videoconferencing Equipment  
Assistant Chief Van Scoter reviewed for the Board the regional grant award received from the 2014 Assistance to Firefighters Grant by nine Arizona fire districts and municipalities for teleconferencing equipment. Chief Van Scoter reviewed the type of equipment ordered, the placement for said equipment, and how the equipment will be used. The District will receive approximately \$70,000 in videoconferencing equipment for approximately \$10,000 in required matching funds and taxes. Chief Van Scoter answered any questions from the Board regarding the grant, the awarded funding, and the equipment.
- D. North County Fire & Medical District Firefighter’s Pension Board Member Appointment Ratification  
Upon the resignation of one of the members of the North County Fire & Medical District Firefighter’s Pension Board, Chairman Wilson appointed Rod Ritter to fill the vacancy until the end of the vacated term. The Board is required by statute to ratify the Chairman’s appointment to the vacancy.
- E. Proposed Policy Manual Revision – Policy Manual Policy 6.08 – Military Leave  
Administrative Coordinator Johnson reviewed the revisions to the policy and answered any questions from the Board. The revisions were related to consistency with current District procedures and the District’s name change.

**VIII. CALL TO THE PUBLIC**

Resident Marianne Sikler had some questions regarding the recent Staffing for Adequate Fire & Emergency Response (SAFER) Grant awarded to the District. Chairman Wilson advised Ms. Sikler that the SAFER Grant was not on the agenda so the Board could not respond to her questions. He suggested that she remain after the meeting and talk to District staff regarding her questions.

**IX. AUTHORIZATION TO HOLD AN EXECUTIVE SESSION**

**Board Clerk Rhodes moved that the Governing Board convene into Executive Session pursuant to A.R.S. §38-431.03(A)(3) for those items listed on the agenda. Board Member Hamel seconded the motion.** Board Chairman Wilson informed the audience that the Board would return in approximately thirty minutes.

Vote conducted. **MOTION CARRIED.**

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

The Fire Board adjourned to convene into Executive Session at 11:35 a.m. The Special Meeting reconvened at 12:10 p.m.

**VII. NEW BUSINESS (continued)**

**F. Discussion & Possible Action re: City of Peoria Contract Negotiations**

**Board Member Hamel moved that, after inclusion of final maps, legal descriptions, and legal review, staff and Chairman Wilson be authorized to approve the Intergovernmental Agreement between the City of Peoria and North County Fire & Medical District. Board Member Smith seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

**X. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT**

There were no new items suggested. The meeting adjourned at 12:15 p.m.

  
\_\_\_\_\_  
Dusty Rhodes, Board Clerk