

NORTH COUNTY FIRE & MEDICAL DISTRICT  
FIRE BOARD  
SPECIAL SESSION

Tuesday, November 10, 2015

MINUTES

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

**I. CALL TO ORDER**

Acting Chairman Rhodes called the Board Meeting to order on Tuesday, November 10, 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: Acting Chairman Dusty Rhodes, Board Member Bill Hamel, Board Member Jack Meyer, and Board Member Smitty Smith

Members Absent: Board Chairman David Wilson

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

Media Present: None

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

**V. NEW BUSINESS**

**A. Proposed Capital Projects Expenditure – District Phone System Replacement**

Assistant Chief Van Scoter provided an overview of the proposed District Phone System Replacement. The District's current phone system is at the end of its life span and is costly to support. The system is also currently at its maximum line and license capacity. Updating the current system would cost only slightly less than the replacement of the entire system with a new fully digital system which has unlimited line capacity and no maximum licensing stipulation. The system would be installed and supported by the District's existing Information Technology provider.

**Board Member Smith moved that the Governing Board accept the bid from Merit Technology Partners to supply and install a new District 3CX 32 telephone system with funding from the District's Capital Fund for an amount not to exceed \$26,000. Board Member Hamel seconded the motion. Discussion followed.**

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

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

**B. Proposed Capital Projects Expenditure - Videoconferencing Equipment - Station 104**

Assistant Chief Van Scoter informed the Board that the District can purchase the same teleconferencing equipment for Station 104 that will be installed at the other District stations as a result of the District's participation in the regional FEMA grant which was awarded to the District and other regional departments. Station 104 was not included in the grant funding as it didn't exist at the time of the grant application therefore it could not be covered per the parameters of the grant.

**Board Member Hamel moved that the Fire Board approve the bid from National Communications Corporation for the purchase and installation of videoconferencing equipment for Station 104 with funding from the District's Capital Fund for an amount not to exceed \$12,000. Board Member Smith seconded the motion. Discussion followed.**

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

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

**C. Proposed Capital Projects Expenditure – Knox Emergency Lockbox KeySecure System Replacement**

Fire Marshal Tanner reviewed for the Board the request to purchase 22 Knox KeySecure 4 WIFI lockbox security systems. The District's current 18 security systems will no longer be supported by Knox for maintenance and/or replacement parts. The District also needs to purchase 4 additional systems for the District's new apparatus which would eliminate uniformity among all apparatus as they would have to be completely new systems. District staff is proposing the purchase of 22 new systems to maintain uniformity and provide future maintenance support. The District will also receive approximately a 40% discount on 18 of the new systems by trading in the District's existing systems.

**Board Member Hamel moved that the Fire Board approve the purchase of 22 Knox KeySecure 4 WIFI lockbox security systems including all necessary equipment with funding from the District's Capital Fund for an**

**amount not to exceed \$14,000.00. Board Member Smith seconded the motion.** Discussion followed.

*Public Comment: None*

Vote conducted. **MOTION CARRIED.**

AYES: Rhodes, Hamel, Meyer, Smith

NAYS: None

E. Proposed Amendments to Fiscal Year 2015-2016 Budget and Operational Plan Discussion

Assistant Chief Dalton updated the Board regarding the statutory requirements when an approved budget is amended. The District's budget will require amending due to the SAFER Grant award funds that will need to be expended during Fiscal Year 2015-2016 and must be included in the District's budget. Per statute requirements, the District will hold a Public Hearing at the November 17, 2015 Workshop and another Public Hearing at the regularly scheduled Board Meeting on November 19, 2015. Then a Special Meeting will be scheduled on December 15, 2015 to adopt the revised budget. Details of the budget revisions were reviewed for the Board.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

Acting Chairman Rhodes requested that a Wildland Program update be added to a future Workshop agenda. The meeting adjourned at 9:43 a.m.

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