

NORTH COUNTY FIRE & MEDICAL DISTRICT
GOVERNING BOARD
SPECIAL SESSION

Tuesday, December 15, 2015

MINUTES

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

I. CALL TO ORDER

Chairman Wilson called the Governing Board Meeting to order on Tuesday, December 15, 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 Jack Meyer, Board Member Smitty Smith

Members Absent: Board Member Bill Hamel

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: Philip Haldiman – *The Independent*

Public Comment: Resident Dick Cherry

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

IV. REVIEW OF MINUTES

Chairman Wilson requested that the Board members review the minutes for consideration of approval at the regularly scheduled Board meeting on December 17, 2015.

V. FINANCIAL REPORTS

- A. Financial Services Division Current Events Summary for November 2015
Accounting Supervisor Poland reviewed the Financial Services Division Current Events Summary and Monthly Financial Report for November 2015 and answered any related questions from the Board members. The November 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 November 2015

Assistant Chief Van Scoter reviewed the Emergency/Support Services Divisions Current Events Summary for November 2015 and answered any questions from the Board. Assistant Chief Van Scoter gave the Board an update regarding the District's facility renovation and construction projects. The District has received a Certificate of Occupancy for Station 103 from Maricopa County. Some final items on the "punchlist" are being completed. Station 104 is 99% complete. The goal is to be operating from Station 104 by January 5, 2016. Assistant Chief Van Scoter also provided an update to the Board regarding the District's new apparatus. The two new ambulances should be in service soon. The new tanker and engine should be received by the end of July. The Emergency/Support Services Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

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

Assistant Chief Dalton reviewed the Administrative/Community Risk Management Divisions Current Events Summary for November 2015 and answered any questions from the Board related to the summary. Assistant Chief Dalton recently met with the Property Owners and Residents Association (PORA) to answer questions regarding the recent media related to fire district funding issues in Arizona as well as other District-related questions. The Administrative/Community Risk Management Divisions Current Events Summary is attached to the official Fire Board Workshop packet.

VII. NEW BUSINESS

A. Discussion & Possible Action on Resolution #15-1217-1 Adopting the Revised Fiscal Year 2015/2016 Budget & Operational Plan.

Administrative Coordinator Johnson stated that the correct Resolution # should be #15-1215-1.

Accounting Supervisor Poland answered any questions from the Board regarding the revisions to the budget which were necessary due to the District's receipt of funding from the FEMA SAFER Grant for additional personnel.

Board Clerk Rhodes moved that the Fire Board adopt Resolution #15-1215-1 which approves the amendment to the adopted Fiscal Year 2015-2016 Budget and Operational Plan. Board Member Smith seconded the motion.

Public Comment: None

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

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

- B. Acceptance of the Comprehensive Annual Financial Report (CAFR), including the annual External audit reports, for the Fiscal Year ending June 30, 2015
Accounting Supervisor Poland answered any questions from the Board regarding the Comprehensive Annual Financial Report (CAFR), including the external audit reports, for the Fiscal Year ending June 30, 2015 in preparation for the request to accept the audit at the regularly scheduled Governing Board meeting on December 17, 2015.
- C. Resolution #15-1217-2 Re: Revised Phoenix Regional Automatic Aid System for Fire Protection and Other Emergency Services Agreement
Assistant Chief Van Scoter answered any questions from the Board regarding any changes in the revised Phoenix Regional Automatic Aid System for Fire Protection and other Emergency Services Agreement. This is an update of the existing automatic aid agreement in which the District currently participates with over 20 departments across the Phoenix metropolitan area. Adoption of the Resolution is requested at the regularly scheduled Governing Board meeting on December 17, 2015.
- D. Ambulance Billing and other Related Services Agreement with Advanced Data Processing, Inc., a Subsidiary of Intermedix Corporation
Health & Medical Coordinator Haro answered any questions from the Board regarding the proposed ambulance billing agreement with Advanced Data Processing, Inc. Coordinator Haro also gave a PowerPoint presentation to the Board regarding the Intermedix Corporation and statistical data related to their ambulance billing services. The transition to the new system is currently scheduled for March 1, 2016.

(Board Member Smith left at 10:10 a.m. during the presentation of this agenda item.)

- E. Nurse Practitioner Billing Services and Electronic Health Records Software Agreement with Intermedix Corporation
Health & Medical Coordinator Haro reviewed for the Board the Nurse Practitioner Billing Services and Electronic Health Records Software Agreement with Intermedix Corporation and answered any questions from the Board related to the services and/or the agreement.
- F. Proposed Capital Projects Expenditure - Proposed 2015 Assistance to Firefighters Grants (AFG) Applications
Assistance Chiefs Dalton and Van Scoter reviewed for the Board the District's proposed applications to the 2015 Assistance to Firefighters Grants (AFG) Program and answered any questions from the Board regarding the applications. The potential applications include the following: regional grants for Self Contained Breathing Apparatus (SCBAs); equipment and supplies for the District's Nurse Practitioner Program; and videoconferencing equipment for the District's administrative facility training room. A proposed individual grant application would be for Stryker PowerPro gurneys for the District's ambulances.

- G. Arizona Transaction Privilege Tax (TPT) Fire District Exemption Discussion
This item was requested to be placed on the agenda for discussion by Board Member Meyer.

VIII. CALL TO THE PUBLIC

Resident and SCW Posse District Liaison Dick Cherry asked if the two billing company proposals would be beneficial to District residents. Chief Biscoe stated that they would be of benefit to the residents.

IX. SUGGESTED ITEMS FOR BOARD MEETING AGENDA/ADJOURNMENT

There were no new items suggested for the upcoming Board meeting. The meeting adjourned at 11:18 a.m.



Dusty Rhodes, Board Clerk

Approved