



Sun City Fire District

Governing Board Meeting

Tuesday, February 27, 2024 – 09:30

SUN CITY FIRE & MEDICAL DEPARTMENT

Serving the Communities of Sun City, the Town of Youngtown, and Citrus Point





Sun City Fire District Elected Officials



Timothy Wilmes
Board Chairman
Elected 2022



Stephen Arnold
Board Clerk
Elected 2020



Phil LaBarbera
Board Member
Elected 2020



David VanderNaalt
Board Member
Appointed 2020



Philip Griswold
Board Member
Appointed 2022

MEETING COMMENCEMENT

CALL TO
ORDER



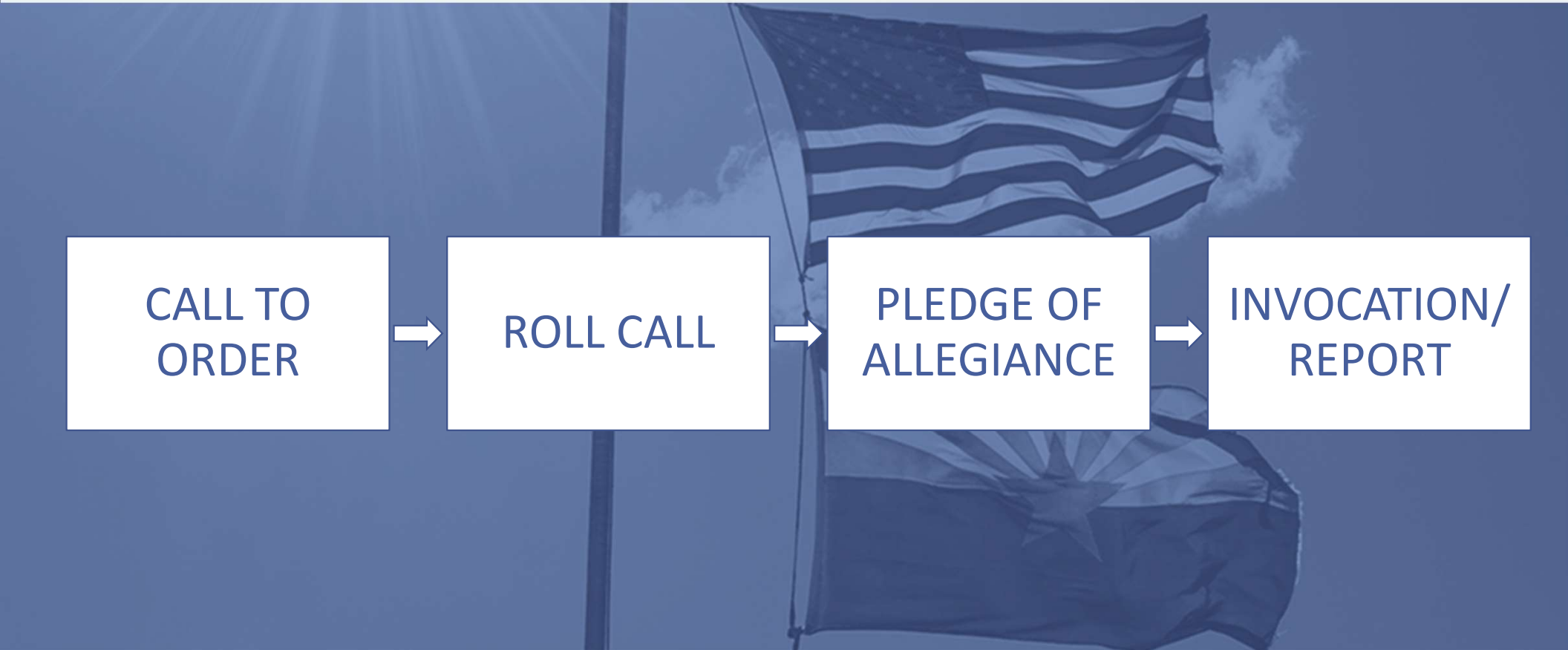
ROLL CALL



PLEDGE OF
ALLEGIANCE



INVOCATION/
REPORT



I. CONSENT AGENDA ITEMS

NOTICE – Chairman Wilmes will abstain from voting on all agenda items put forth for vote unless there is a tie vote.

A. Approve the Board of Directors Board Meeting Minutes of January 23, 2024.

II. CORRESPONDENCE/SPECIAL RECOGNITION

- A. Special Recognition
- B. Community Appreciation Letters
- C. New Hires/Promotions
- D. Service Anniversaries
- E. Retirement Recognition



Rob Schmitz
Assistant Fire Chief

PROMOTIONS/NEW HIRES

POSITION	HIRE DATE	EMPLOYEE
EMT	March 4, 2024	Dylan Walker

FEBRUARY SERVICE ANNIVERSARIES



Lisa Neubert
Office Manager

35 Years



Tony Van Roekel
Battalion Chief

20 Years



George Perreault
Firefighter

21 Years

FEBRUARY SERVICE ANNIVERSARIES



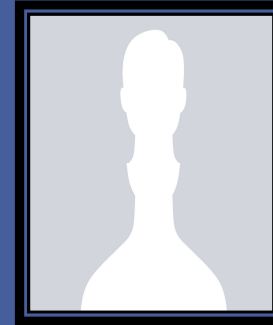
Kevin Brown
Engineer
20 Years



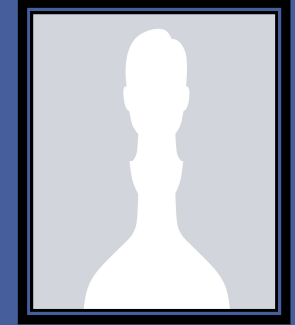
Chris Marin
Firefighter
5 Years



Blake Carpenter
Firefighter
1 Year



Charles Lyon
Firefighter
1 Year



Chris Tomaselli
Firefighter
1 Year

OCTOBER SERVICE RETIREMENTS

1. No retirements for the month of January.

III. COMMITTEE REPORTS

A. Budget and Finance

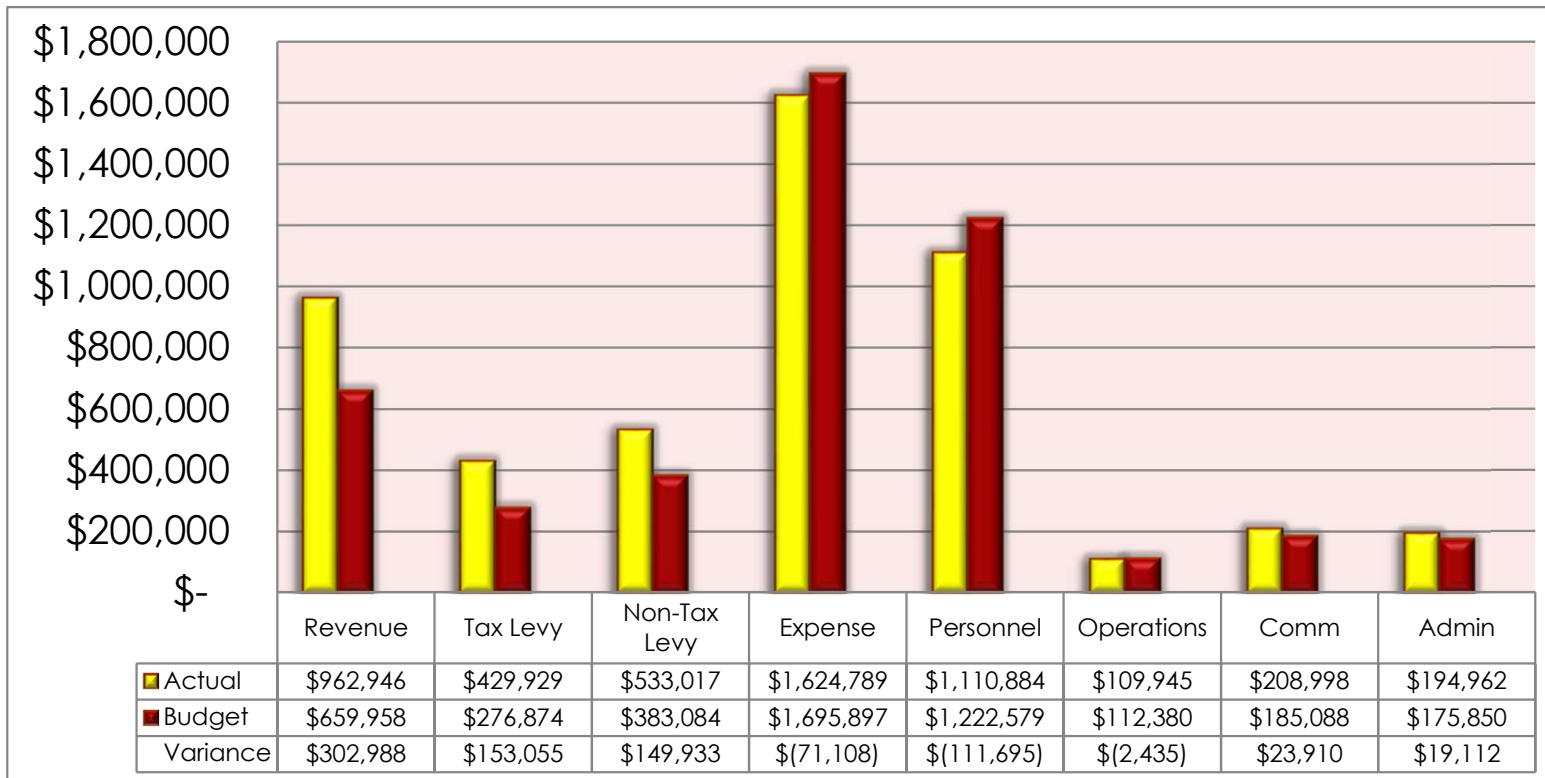
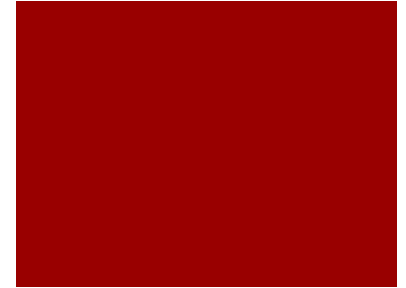
- 1. Financial Reports and Bank Reconciliations – January 2023. (Finance Director Gabe Buldra, Presenter)**



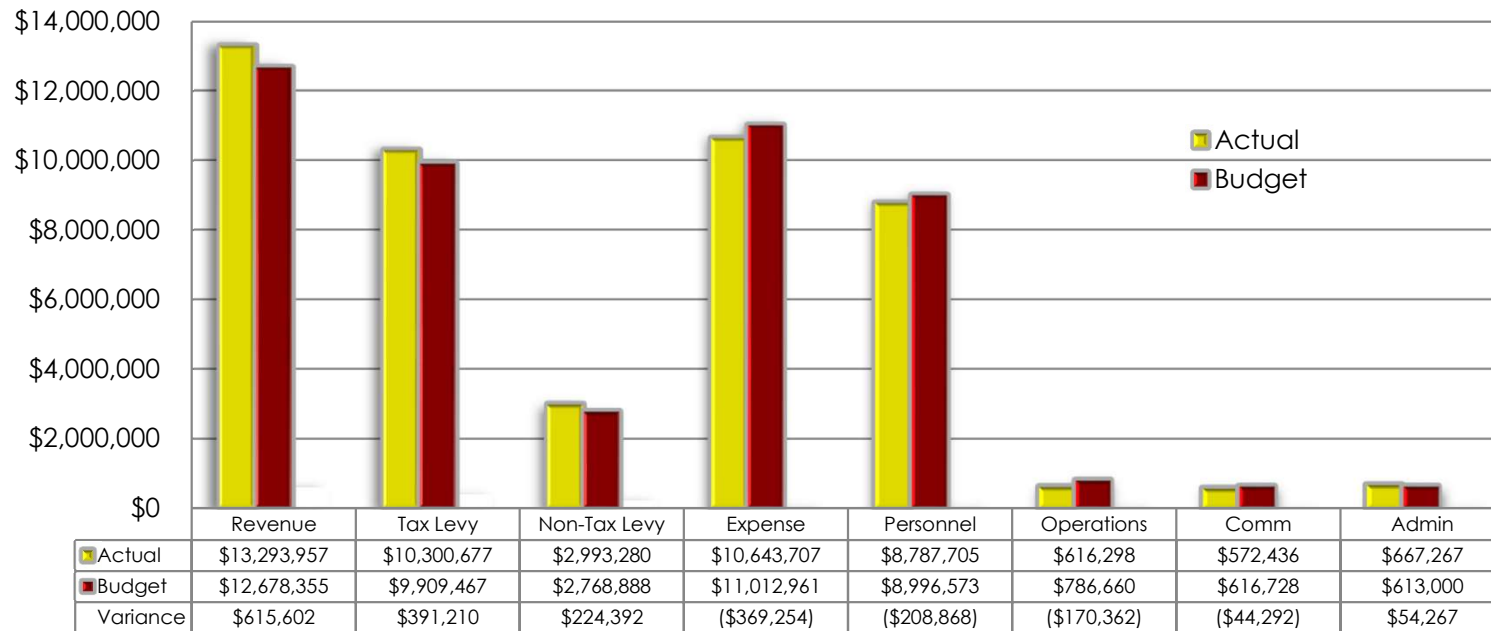
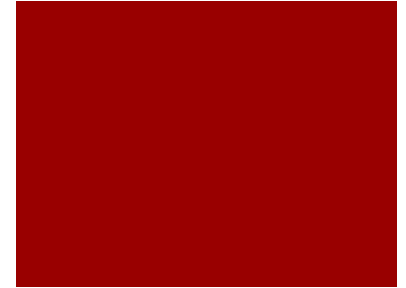
Sun City Fire District

January 2024 Financial Report

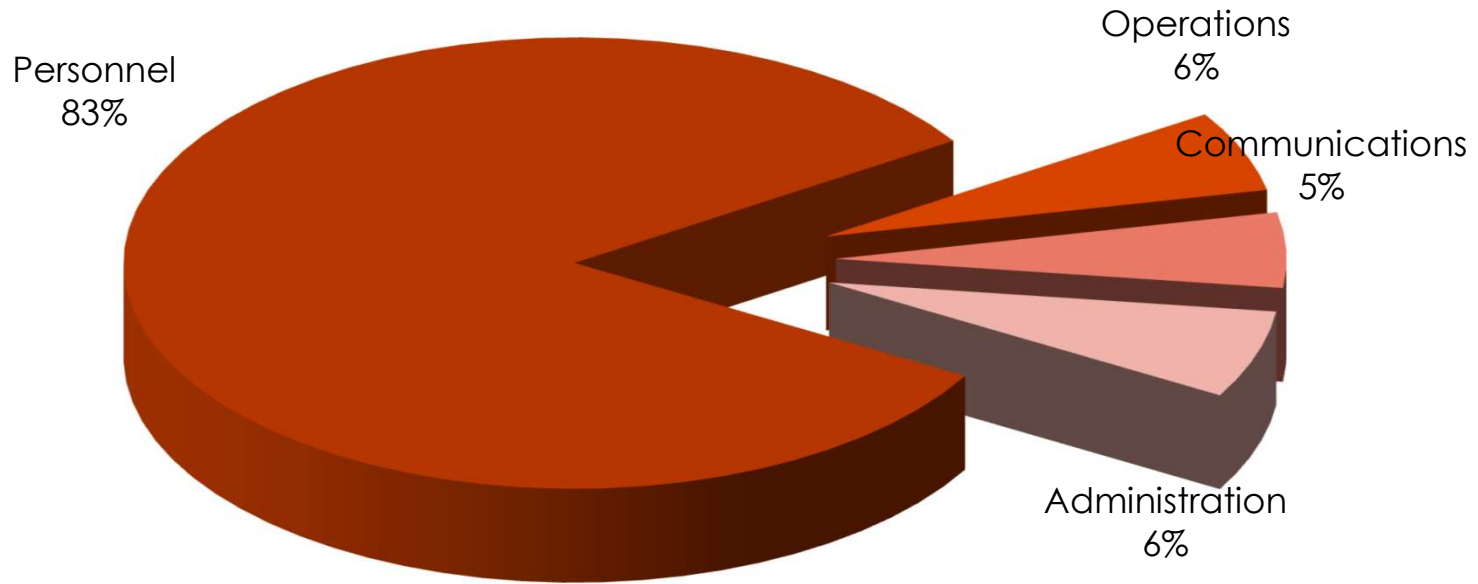
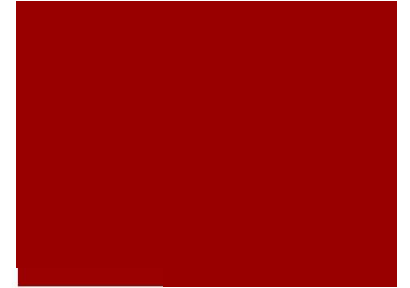
January 2024



Fiscal Year Budget to Actual



Percentage of Expenses Year to Date



Personnel	80%
Operations	5%
Communications	4%
Administration	11%

III. COMMITTEE REPORTS

B. Legal and Insurance

1. PSPRS / Prop 207 updates (Board Chairman Tim Wilmes, Presenter)
2. Action Item – Intergovernmental Agreement with the Glendale Regional Public Safety Training Center (GRPSTC). (Acting Fire Chief Rob Schmitz, Presenter)

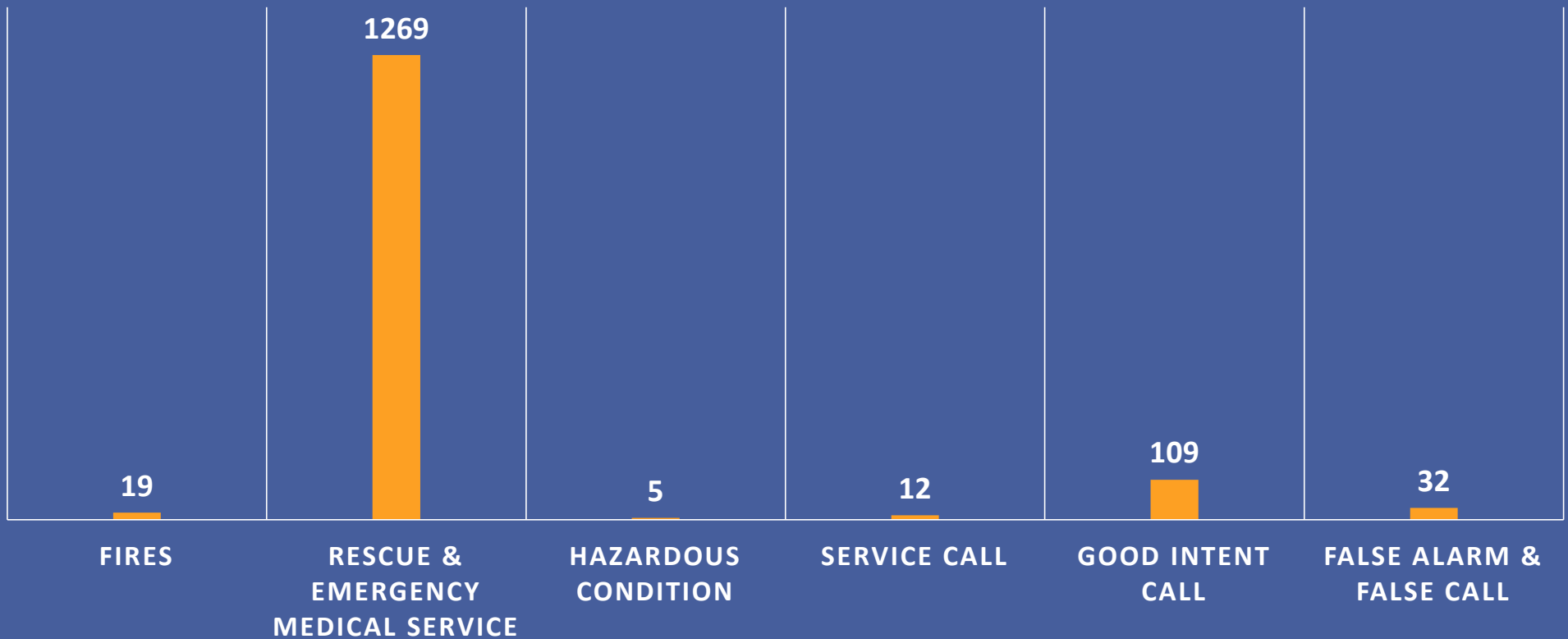
III. COMMITTEE REPORTS

C. SCFMD Operations



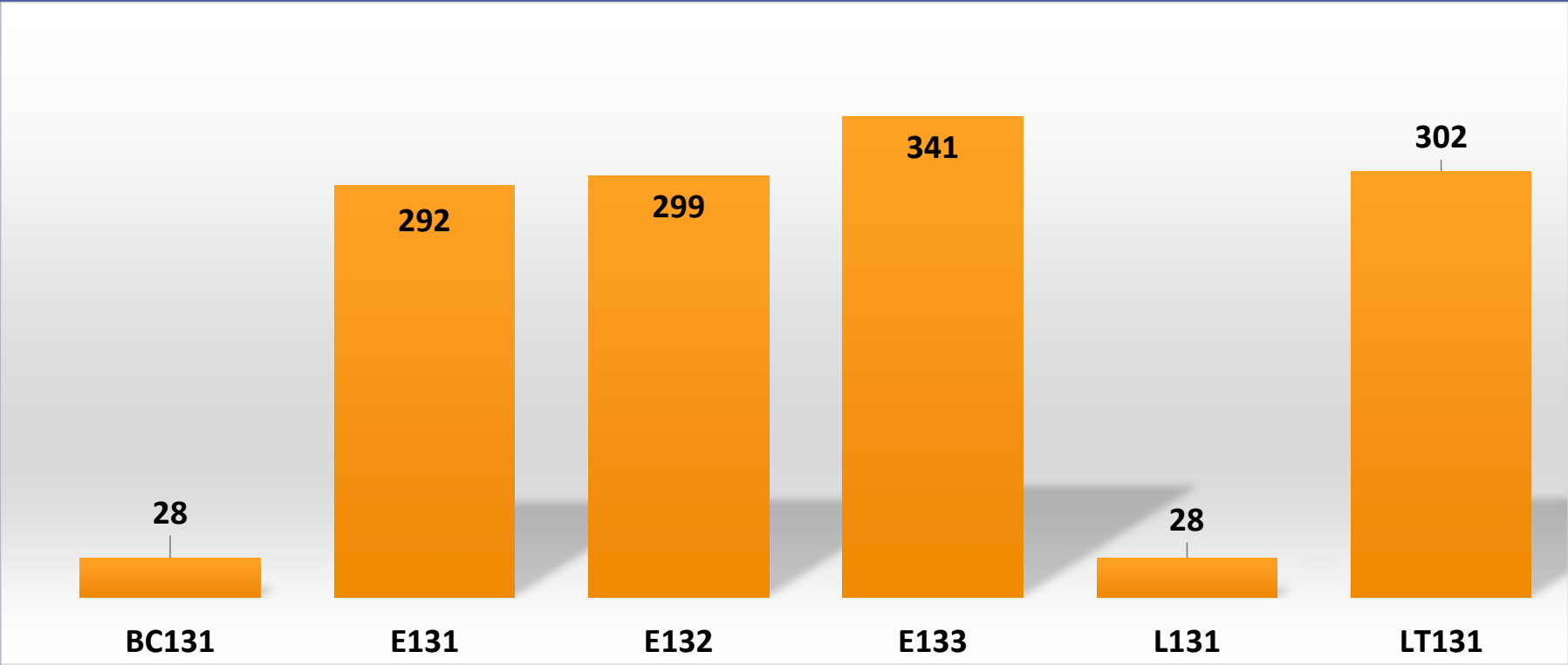
MAJOR INCIDENT TYPES – **JANUARY 2024**

Total Incidents: 1,447



UNIT CALL VOLUME – **JANUARY 2024**

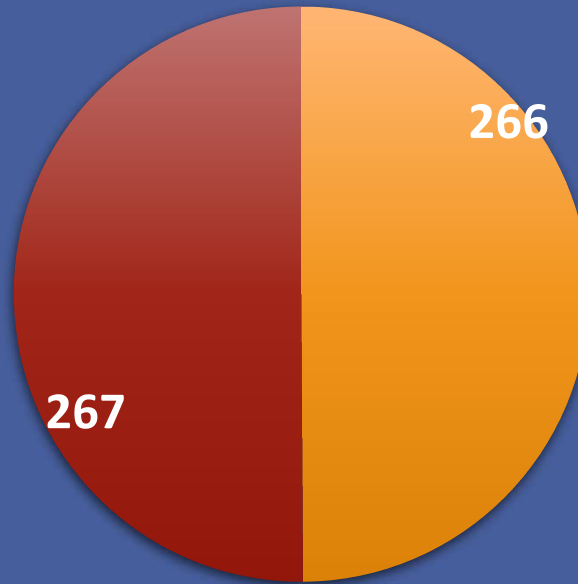
Total Unit Call Volume: 1,290



INCIDENT STATISTICS – JANUARY 2024

Response
Times
6:19

Overlapping
Calls
65.21%



■ Auto Aid Given ■ Auto Aid Received

20:39
Operations
Average
On-Scene
Time

III. COMMITTEE REPORTS

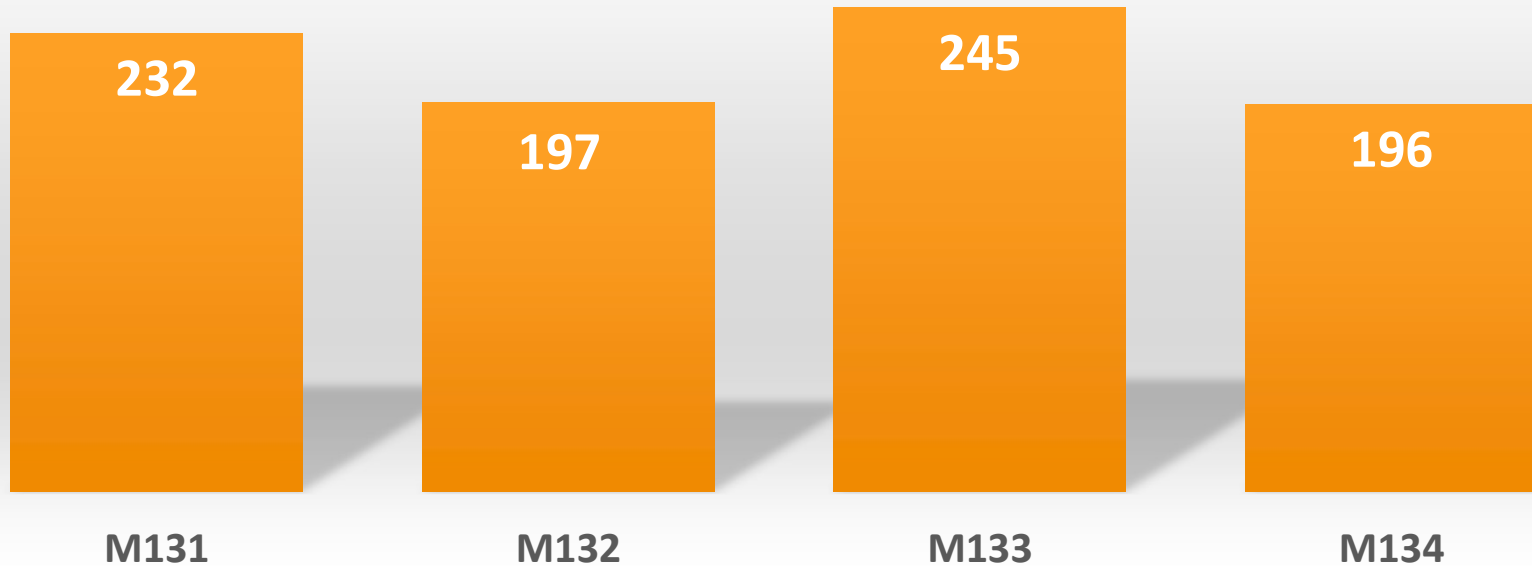
D. EMS/Ambulance Operations



AMBULANCE ON-SCENE INCIDENT COUNTS

Total Unit Call Volume: 870

JANUARY 2024



AMBULANCE ALS TRANSPORTS

JANUARY 2024

M131 – 194 Transports
M132 – 143 Transports
M133 – 194 Transports
M134 – 145 Transports
TOTAL - 676 Transports



Receiving Hospital

625	Boswell
28	Thunderbird
8	St. Joes West
9	Arrowhead
4	Del Webb
1	Honor DV
1	Estrella

EMS/Ambulance Operations

1. Image Trend EPCR (electronic patient care report) has been fully implemented with a smooth rollout.
2. Continuous Quality Improvement (CQI) was held, and 42 cases were reviewed.
3. Five (5) Lucas CPR devices have been ordered from monies received from a Tohono O'odham grant.
4. Eight (8) McGrath Airway devices have been ordered from monies received from a Firehouse Subs grant.
5. EMS protocol updates for 2024 are beginning.
6. We are starting a new grant process through Gila River for an ambulance replacement.

III. COMMITTEE REPORTS

- E. Resource Management – Apparatus & Facilities



RESOURCE MANAGEMENT

- 1. Action Item – Discussion and possible action to purchase a new fire engine. (Acting Fire Chief Rob Schmitz, Presenter)**

RESOURCE MANAGEMENT – APPARATUS & EQUIPMENT

1. Rosenbauer continues to report the anticipated completion date of our new ladder tender is still July 2024. Graphics are currently being confirmed and will be completed locally upon delivery.
2. The new fleet support truck for Mechanic Ramos has been delayed by GMC. We no longer have an anticipated delivery date.
3. Chief Henson and Van Roekel are looking into the feasibility of using a grant for a new ambulance and are currently firming up final data with Braun Northwest.
4. The Apparatus Committee is recommending replacing a fire pumper due to increasing cost, build times, and also Cummins L9 engine availability. We are requesting to stay with Sutphen.

RESOURCE MANAGEMENT - FACILITIES

1. FSEC has been repairing and replacing deficient items found during our recent annual fire inspections.
2. We are also in the process of addressing preventative maintenance on our HVAC systems, ice machines, elevator, and generators.
3. Chief Van Roekel is starting to acquire bids to replace the automatic gate systems at FS131. We have had a growing number of issues with the gates and parts are beginning to become obsolete.
4. Captain Cooper is leading the build for OP IQ and is making great process. We intend to provide in-service training to our members in mid-April for the Resource Division assets. This program will replace Emergency Reporting and will provide us with a better means to track fleet, facility, and equipment maintenance, inspections, and testing.

III. COMMITTEE REPORTS

F. Training/Professional Development



TRAINING/PROFESSIONAL DEVELOPMENT

1. Recruit Class 24-1 is starting week 4 of the Academy. All 3 of our recruits are doing well and learning new skills daily. Recruit Training Officer Chris Clark is also doing well and has all positive notes about our recruits. They will begin introduction to Live Fire in the next week.
2. Recruit Class 23-3 just finished up their introduction to Drivers Training. They had a classroom portion and then over the road practice with our Engines and Ambulances. They are now cleared to start driving Code 2 under their Captain's supervision. Thanks to Engineer Ashford and Engineer Dykstra for leading this training.
3. Crews are going every other Thursday to Tactical Training with our Westside partners at GRPSTC, everyone is learning together.
4. Last week two of our Ladder crews were able to go cut live holes on a condos roof (thanks to a good working relationship with 1-800-Board-Up). The social media team even made a video of it. Check out the department's Facebook page to view the Valentine's Day video.
5. The Training Calendar has never been fuller. This is the time of year when all outside training is stacked together, because we all know what is coming...



The Photo
by

III. COMMITTEE REPORTS

G. Administrative/ Special Projects



ADMINISTRATIVE & SPECIAL PROJECTS

1. Feasibility study update. (Acting Fire Chief Rob Schmitz, Presenter)

III. COMMITTEE REPORTS

FIRE PREVENTION:

III. COMMITTEE REPORTS

H. Public Education/Community Outreach

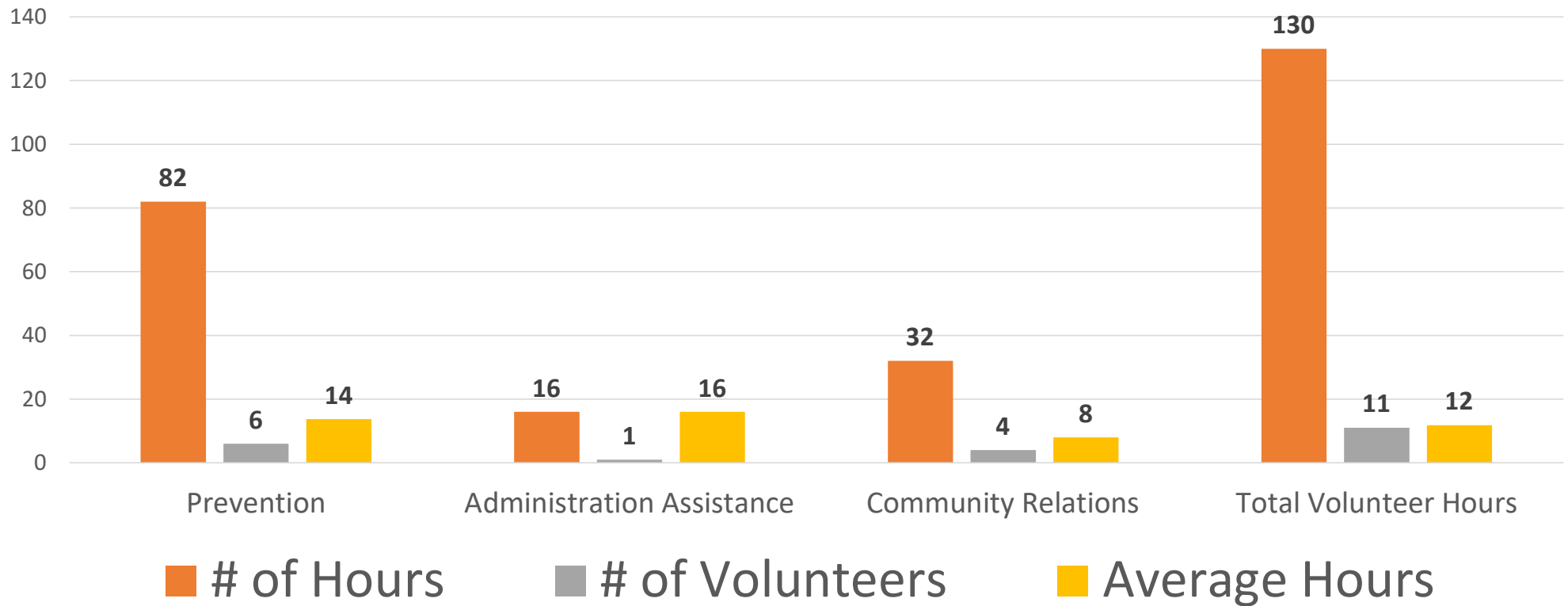
1. Prevention Volunteer Service Anniversaries
2. Prevention Volunteer Hours Summary
3. Volunteer Inspections Report Summary
4. Community Relations Program Report
5. Community Events
6. Community Communication



Kenny Kovac
Acting Fire Marshal
Fire Investigator
Public Education

PREVENTION VOLUNTEER HOURS SUMMARY

January 2024



FIRE PREVENTION INSPECTION SUMMARY

Prevention <i>Annual</i> Inspection Summary - January 2024				
Property Use	Initial Inspections	Reinspections	Total Inspections	Total Violations
Assembly/Assembly Restaurants	4	1	5	0
Business	175	1	176	7
Educational	1	0	1	0
Institutional	3	0	3	0
Mercantile	10	0	10	4
Special Property & Other	1	0	1	0
Total Inspections	194	2	196	11

COMMUNITY OUTREACH PROGRAM REPORT

Over 123 citizens served in the month of January by the Fire Prevention Team!

- 43 Home Safety Surveys
- 43 Lockbox Installations
- 28 Lockbox Key Changes
- 09 Smoke Detector Installations



Lockbox Appointments

Booked through
End of the Month

FIRE PREVENTION CONSTRUCTION SUMMARY

Prevention <i>Construction</i> Inspection Summary - January 2024				
Specific Use			Total Inspections	
Fire Sprinkler Pressure Test			2	
Fire Sprinkler Final			1	
Fire Alarm			0	
Flow Test			0	
Construction			10	
Hood and Duct			2	
Other Inspection			3	
Total Inspections			18	

PERMITS ISSUED/REVENUE

<u>Permits Issued:</u>		11
<u>Permit/Plan Review Fees:</u>	\$	3,926.62
<u>Lockbox Revenue:</u>	\$	1,400.00
<u>Contractor Fees:</u>	\$	450.00
<u>Operational Fees:</u>	\$	11,625.00



FIRE INVESTIGATION REPORTS

No Formal Fire Investigations



LARGE DISTRICT PROJECTS – SUN CITY

- Master Taco – 99th and Thunderbird – Completed
- White Mountain TI/FA – (95th/Bell)
- Boswell Medical Building – Suite TI
- BBMC – Endoscopy
- Sun Bowl Baseball Concession Stand and Batting Cage – Under Construction
- 10001 Suite 114-115 – Combining a suite for medical usage

LARGE DISTRICT PROJECTS – YOUNGTOWN

- Ridgeview Residential Subdivision (125 lots) - Under Construction
67 FS Permits Issued (53%), 67 FS Pressure Tests Performed, 62 FS Final Insp.
- Dunkin Donuts – Under Construction
- El Sol Battery Storage Facility – Batteries are installed, not energized, completing the battery attachment.

IV. UNFINISHED BUSINESS

- 1. Discussion Item – Fire Chief Recruitment Process. (Human Resources Manager Lisa Neubert, Presenter)**

V. EXECUTIVE SESSION

NOTICE: The governing board may go into executive session for the purpose of:

- Employee discipline
- Employment contract
- Attorney consultation
- Key strategic moves like mergers or acquisitions
- Succession planning
- Employee negotiations
- Senior staff performance
- Executive compensation
- Future retirement plans for management
- Executive performance
- Compensation review
- Personnel issues
- Peer-to-peer board discussions

V. EXECUTIVE SESSION



VI. NEW BUSINESS/FUTURE AGENDA ITEMS



VII. PUBLIC COMMENTS

Consideration and discussion of comments and complaints from the public. Those wishing to address the Sun City Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or that the matter be placed on a future agenda.

VII. PUBLIC COMMENTS STATUTE

A.R.S. §38-431.01(H) A public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to all individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

VII. PUBLIC COMMENTS STATUTE

A. United Sun Cities Firefighters Association Report



VIII. NEXT GOVERNING BOARD MEETING

Sun City Fire District – Administrative Offices

Governing Board Meeting

March 26, 2024

NOTICE OF MEETING: Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the Sun City Fire District and the general public that the Sun City Fire District Board of Directors will meet on March 26, 2024. The meeting will be held at the Fire District Administrative Offices, 18602 N. 99th Avenue, Sun City, Arizona in the Community Room. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval or other action. All items are set for possible action.

IX. ADJOURNMENT



- **NOTICE:** The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any above agenda items pursuant to ARS Section 38-431.03(A)(3).
- One or more members of the governing board may attend the meeting telephonically.
- **Governing board meeting agenda dated and posted (at least 24 hours prior).**
 - ❖ **Posted: February 22, 2024 at 2:00 pm by Lisa Neubert**