

APPROVED MINUTES 072523

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, JUNE 27, 2023
9:30 A.M.**

CALL TO ORDER: Chairman Tim Wilmes

ROLL CALL:

Members Present: Tim Wilmes, Stephen Arnold, Phil Griswold (via Zoom)

Members Absent: Phil LaBarbera (with notice), David VanderNaalt (medical leave)

Staff: Acting Fire Chief Rob Schmitz, Fire Marshal Jim Fox, Finance Director Gabe Buldra, EMS Division Chief Kyle Henson, USCFFA Vice President Kevin Brown, Office Manager Lisa Neubert

INVOCATION

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board Clerk Stephen Arnold made a motion to approve the consent agenda items which were Board of Directors Workshop Meeting Minutes for May 9, 2023, and Board of Directors Board Meeting Minutes for May 23, 2023. Board member Phil Griswold seconded the motion. The board voted to approve the consent agenda item. (M: Steve Arnold/ S: Phil Griswold; Ayes: Tim Wilmes, Stephen Arnold, Phil Griswold, Phil LaBarbera [by proxy vote given to Board Clerk Arnold on June 24, 2023]. Nays: None)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. Assistant Fire Chief Schmitz recognized Posse Commander Bob Lucas and USCFFA Vice President Kevin who were in attendance.

B. There were no community appreciation letters.

C. Assistant Fire Chief Schmitz reported that three recruit firefighters were hired effective May 30, 2023. The recruit firefighters are Brendan Nelson, Anthony Clark, and Tyler MacComb.

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- D. Chief Schmitz recognized the following employees for years of service: Captain Jaime Soto for 33 years of service, Firefighter Deamon Farrar for 21 years of service, and Firefighters Jackson Peters and Taylor Porter for 1 year of service.
- E. Chief Schmitz reported that Captain Jaime Soto will retire effective July 1, 2023, with 33 years of service. His last official day on duty was June 8, 2023. Firefighter Damon Farrar will retire June 28, 2023, with 21 years of service.

III. COMMITTEE REPORTS

A. Budget and Finance

1. Finance Director Gabe Buldra presented the financial and bank reconciliation report for the month of May 2023. Board member Stephen Arnold made a motion to accept the May 2023 financial report. Board member Phil Griswold seconded the motion. The board voted to accept the finance report for the month of May 2023. (M: Steve Arnold/ S: Phil Griswold; Ayes: Tim Wilmes, Stephen Arnold, Phil Griswold, Phil LaBarbera [by proxy vote given to Board Clerk Arnold on June 24, 2023]. Nays: None).
2. Finance Director Gabe Buldra reported that he had been asked to estimate the impact of the extension of the Public Safety Personnel Retirement System (PSPRS) Deferred Retirement Option Program (DROP) from five years to seven years. Mr. Buldra stated it is very challenging to predict the impact of the extension on PSPRS unfunded actuarial accrued liability (UAAL). He estimated that the average impact on the budget from not replacing the DROP participant with a new hire employee would be \$20,000. Additionally, the Department does not pay PSPRS employer costs on DROP participants, which is an approximate loss of \$18,000 per participant to PSPRS.
3. The FY 23/24 budget was presented for adoption by Finance Director Gabe Buldra. Board Chairman Tim Wilmes opened a public hearing to the public for comments on the proposed budget. There were no questions or comments from the public. The public hearing was closed. Board Stephen Arnold made a motion to adopt the FY 23/24 budget. Board member Phil Griswold seconded the motion. The board voted to adopt the FY 23/24 budget. (M: Steve Arnold/ S: Phil Griswold; Ayes: Tim Wilmes, Stephen Arnold, Phil Griswold, Phil LaBarbera [by proxy vote given to Board Clerk Arnold on June 24, 2023]. Nays: None).
4. The pension funding policy was presented by Finance Director Gabe Buldra. Mr. Buldra reported that the policy had been updated to reflect the most recent actuarial figures. Board member Phil Griswold inquired if there was a committee that oversees pension matters. Board Chairman Tim Wilmes stated there is oversees the Sun City Fire Fighters Relief and Pension Fund Board. This pension board is not related to PSPRS and only oversees matters related to volunteer pensions. Board Clerk Stephen Arnold made a motion to adopt the revised pension funding policy. Board member Phil Griswold seconded the motion. The board voted to adopt the revised pension funding policy. (M: Steve Arnold/ S: Phil Griswold; Ayes: Tim Wilmes, Stephen Arnold, Phil Griswold, Phil LaBarbera [by proxy vote given to Board Clerk Arnold on June 24, 2023]. Nays: None).

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B. Legal and Insurance

- 1. Chairman Wilmes reported that the Department will receive \$98,000 in Prop 207 monies for FY23.**
- 2. Effective July 1, 2023, PSPRS Tier 1 and Tier 2 participants will pay 7.65%. This is a change for Tier 2 who are currently paying 11.65%. This reduction will cause an increase in the unfunded liabilities in FY24/25.**
- 3. Assistant Fire Chief Rob Schmitz reported that the Maricopa County Superior Court granted a Motion of Summary Judgement based on our attorney's theory of "qualified immunity" under A.R.S. section 28-1381(A)(2) in the case brought against our Department by Plaintiff Peterson. Mr. Peterson collided with our fire apparatus while driving his motorcycle under the influence of alcohol. Mr. Peterson has agreed to waive his right to appeal the Court's ruling in exchange for our waiving record of our taxable costs.**

C. Fire Department Operations

- 1. The report for fire department operations was given for May 2023, which included an overview of the incident counts, types, and response times.**

D. Emergency Medical Services / Ambulance Operations

- 1. The ambulance operations report was presented for the month of May 2023. The report included the incident counts, types, and transports.**
- 2. Chief Kyle Henson gave the following updates on the Emergency Medical Services/Ambulance Operations division:**
 - i. The department provided airway training for paramedics Two Continuous Quality Improvement (CQI) meetings; trends getting better on stroke patients.**
 - ii. SCFMD joined Health Information Exchange (HIE).**
 - iii. Participated in billing calls with AMB and continuing to streamline processes.**
 - iv. Renewed AMB billing contract for 3 years (locked in current rate).**
 - v. Paramedic school opportunities and partnership with Paradise Valley Community College (PVCC). Board member Phil Griswold asked if everyone who applies to go to paramedic school gets in. Chief Henson explained there is a process that includes testing and an interview and not everyone who applies is automatically accepted into the program.**

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E. Resource Management

1. Chief Schmitz reported the following for fleet/apparatus:

- a. Our crews are continuing to test out the aerial operation on L131 to confirm consistent operation before placing it in-service. During this time, we've identified a bad A/C compressor and engine oil leaks. Mechanic Ramos has taken care of all repairs and the unit is currently at Cummins for warranty work. We are preparing all the equipment to outfit the unit for service when it returns.**
- b. We continue to communicate with Sutphen regarding the ongoing box weld issues and repairs on all Sutphen pumper. Their engineering department has determined that the box fractures are not critical and they're working on timelines and recommendations for repairs.**
- c. We've been in communication with our sales team and Sutphen regarding the new pumper. We're anticipating traveling to Ohio in mid-August for final inspection. Pictures of the truck were taken earlier this June. This unit will replace E133.**
- d. Rosenbauer reached out to confirm a few minor items as they begin work on our new ladder tender. The anticipated completion date is July 2024.**
- e. Chief Schmitz and Mechanic Ramos have been collaborating on the purchase of a new fleet support truck.**
- f. The previous sets of hydraulic extrication tools and fans were removed from storage and are being maintained and tested to prepare for auction as they maintain some value.**

2. Chief Schmitz reported the following for buildings/facilities:

- a. We are still in the process of acquiring quotes to have the parking lots resealed at the Administration building, FS132, and the street parking at FS133.**
- b. A contractor was hired to repair the shower doors and drywall at FS131 and FS132. The projects were completed on June 20th.**
- c. Chief Schmitz and Chief Van Roekel have been collaborating on a new facility maintenance position.**
- d. All turnout extractors received preventative maintenance and new detergent at the beginning of the month to ensure our gear is being decontaminated appropriately,**

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- e. We're finally receiving backordered Motorola items. We've been running on limited batteries while experiencing issues with battery life span. Fortunately, most of the issues have been covered under warranty.

3. Assistant Fire Chief Schmitz presented a proposal to install preemption equipment at Grand Avenue intersections at 99th Avenue, 103rd Avenue, 107th Avenue, and 111th Avenue. Arizona Department of Transportation (ADOT) has approved these intersection preemption installations. These installations will give emergency fire and medical apparatus priority over traffic when driving code 3 through the preempted intersections. The Burlington Northern Santa Fe Railway (BNSF) runs parallel to Grand Avenue at all these intersections. Board Chairman Wilmes noted that both BNSF traffic and pedestrian crosswalks will have priority over preemption by an emergency vehicle. Chief Schmitz, Chief Casey, and the battalion chiefs feel that the intersections at 111th and 99th Avenues are a priority and that 103rd and 107th Avenues are not as critical and that the project can be completed in two phases. Chief Schmitz received an estimated cost from Tomar of \$5,000 - \$6,000 per intersection for the work required to install the equipment. Additionally, he has a quote for preemption equipment, which is \$5,079.87 per intersection. Chief Schmitz requested that the board approve the preemption installations at a total cost not to exceed \$60,000. Board Clerk Stephen Arnold noted that the "not to exceed" amount should be increased to \$66,000 due to inflation and supply chain issues. Board Clerk Stephen Arnold made a motion to approve the preemption equipment installation at a cost not to exceed \$66,000 for all four intersections. Board member Phil Griswold seconded the motion. The board voted to approve the preemption project at a cost not to exceed \$66,000. (M: Steve Arnold/ S: Phil Griswold; Ayes: Tim Wilmes, Stephen Arnold, Phil Griswold, Phil LaBarbera [by proxy vote given to Board Clerk Arnold on June 24, 2023]. Nays: None).

F. Training/Professional Development

1. Acting Fire Chief Schmitz gave the following report for the training division:
 - a. Second quarter training May – June is as follows: Target Solutions – sexual harassment; EMS hazard awareness; Haz Wop #2; NFPA 1001 SCBA; hearing conversation. MCS (minimum company standards) – ladders. Westside Training – Wildland/urban interface; Mayday training. BC/DC Training – Wildland/urban interface. Battalion training – Tactics – IAPS; drivers training (classroom and course); natural gas training (classroom).

G. Administrative/Special Projects

1. Acting Fire Chief Schmitz reported David Lewis of ESCI was going to attend today's meeting via Zoom, but he was not able to make access to Zoom via the link he was sent. Chief Schmitz reported that data collection is almost complete and the ESCI team assigned to our project will be on-site July 31, 2023 – August 2, 2023. They will be meeting with the Board, AFMA, Youngtown officials, and other stakeholders.

H. Public Education/Community Outreach

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1. Prevention volunteer hours summary.
 - a. The summary of prevention hours for volunteers was presented for May 2023. The total number of volunteer hours was 181 hours.
2. Community relations program report.
 - a. The report for the Community Outreach program was given for May 2023. There was a total of 135 citizens served for May. Installations of lock boxes are scheduled through the end of June 2023.
3. There were no community events for the month of May 2023.
4. The volunteer inspection summary report was given for the month of May. There was a total of 112 inspections completed.

I. Fire Prevention

1. The construction inspection summary report was given for the month of May 2023. There was a total of 25 inspections completed.
2. Permits issued and revenue report.
 - a. The permit and revenue reports were presented for May 2023. There were 16 permits with a revenue of \$31,381.90.
3. Fire investigation reports.
 - a. The fire investigation report was given for May 2023. There were no formal fire investigations performed.
4. Large community projects.
 - a. An update was given on the large community projects within the Sun City District. There are currently five large community projects in Sun City.
 - b. There was an update on the ongoing projects in Youngtown. There are currently four large community projects in Youngtown.

IV. UNFINISHED BUSINESS

- A. Board Chairman Tim Wilmes asked that staff bring ideas for board room display/décor to next month's meeting.

V. EXECUTIVE SESSION

- A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

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A. There were no new business/future agenda items.

VII. PUBLIC COMMENTS

A. There were no public comments.

B. USCFFA Vice President Kevin Brown reported that labor meetings were hosted to discuss the FY23/24 pay scale adjustments. Many members did not understand the changes. Additionally, there are questions regarding the 7-year DROP as it applies to members that were in the DROP prior to July 1, 2022.

VIII. NEXT GOVERNING BOARD MEETING

A. The next Regular Board Meeting will be held on July 25, 2023, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99th Avenue Sun City, AZ.

IX. ADJOURNMENT

A. Board member Stephen Arnold made a motion to adjourn the meeting at 10:48 a.m. Board Chairman Tim Wilmes seconded the motion. The board voted to adjourn the meeting at 10:48 a.m. (M: Stephen Arnold/S: Tim Wilmes; Vote – Aye: Tim Wilmes, Stephen Arnold, Phil Griswold. Nay: None)

FOR THE BOARD

Stephen Arnold
Clerk of the Board

SA/lbn