

DRAFT MINUTES

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, SEPTEMBER 24, 2024
9:30 A.M.**

CALL TO ORDER: Board Clerk Stephen Arnold

ROLL CALL:

Members Present: Stephen Arnold, Phil LaBarbera, David VanderNaalt, Phil Griswold

Members Absent: Tim Wilmes, with notice.

Staff: Assistant Chief Jason Casey, Fire Marshal Kenny Kovac, EMS Chief Kyle Henson, Division Chief Tony Van Roekel, Battalion Chief Brian Cooper, Finance Director Gabe Buldra, USCFFA Vice President Brandon Crossno (via Zoom), Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE: Board Member Phil LaBarbera

INVOCATION: Board Member Phil LaBarbera

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

A. Board member Phil Griswold made a motion to approve the consent agenda items which was the Board of Directors Board Meeting Minutes for August 27, 2024. Board member David VanderNaalt seconded the motion. The board voted to approve the consent agenda items. (M: Phil Griswold /S: David VanderNaalt; Ayes: Stephen Arnold, Phil LaBarbera, David VanderNaalt, Phil Griswold. Nays: None. Abstain: None.)

II. CORRESPONDENCE AND SPECIAL RECOGNITION

A. There was no special recognition.

DRAFT MINUTES

- B. There were no community appreciation letters.**
- C. There were no new hires or promotions.**
- D. Assistant Fire Chief Jason Casey recognized the following employees for their years of service: Captain/Paramedic Chris Clark for twenty-six years of service; Engineer/Paramedic Chris McElroy for twenty-six years of service; Engineer/Paramedic David Musselman for twenty-five years of service; Captain/Paramedic Derek Peck for twenty-five years of service; Engineer/Paramedic Jeff Salkeld for twenty-four years of service; Captain/Paramedic Shon Taylor for twenty-four years of service; Captain/Paramedic Adam Lumbardo for twenty years of service; Battalion Chief Brian Cooper for nineteen years of service; Firefighter/EMT Jerry Thompson for nineteen years of service; Division Chief Kyle Henson for two years of service; EMT Raymond Jojola for two years of service; Paramedic Joe Price for two years of service.**
- E. There were no retirements.**

III. COMMITTEE REPORTS

A. Budget and Finance

- 1. Finance director Gabe Buldra presented the financial and bank reconciliation report for the month of August 2024. Board member David VanderNaalt made a motion to accept the August 2024 financial report. Board Phil Griswold seconded the motion. The board voted to accept the finance report for the month of August 2024. (M: David VanderNaalt /S: Phil Griswold); Ayes: Stephen Arnold, Phil LaBarbera, David VanderNaalt, Phil Griswold. Nays: None. Abstain: None.)**

B. Legal and Insurance

- 1. There was no report for PSPRS/Prop 207.**

C. Fire Department Operations

- 1. The report for fire department operations was given for August 2024, 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 August 2024. The report included the incident counts, types, and transports.**

DRAFT MINUTES

2. EMS Division Chief Henson reported the following for the EMS Division:
 - a. Conducted 2 new hire orientations-2 new paramedics.
 - b. CQI 15 chart reviews.
 - c. Attended AZ Ambulance Conference, many updates.
 - d. DHS inspection of 1 ambulance.
 - e. Awarded \$153,952.84 for new Battalion Command Vehicle from Tohono O'odam.

E. Resource Management

1. Division Chief Tony Van Roekel reported the following for fleet/apparatus and equipment:
 - a. 2010 Dodge AEV Ambulance sold.
 - b. BR131 Repairs.
 - c. 2001 Refurbished Pierce Quantum.
 - d. Braun Ambulance Purchase.
 - e. Rosenbauer Ladder Tender Order.
 - f. Sutphen Pumper Purchase.
 - g. Battalion Chief Truck Grant.
 - h. Sutphen Warranty Repairs.
 - i. Reserve Pierce at Glendale Regional Public Safety Training Center.
 - j. Hydrostatic testing complete.
 - k. Flow testing program.
 - l. Fit testing progress.
 - m. OplQ updates.
 - n. Battery Chargers on apparatus.
2. Division Chief Tony Van Roekel reported the following for buildings/facilities and teams/members:

DRAFT MINUTES

- a. Generator semi-annual maintenance.
- b. Station 131 door repairs.
- c. Landscaping progress.
- d. Kitchen hood cleaning.
- e. Cell extenders/Wi-Fi upgrade.
- f. EVT Award for Mechanic Izacc Ramos
- g. Fire investigations team.
- h. MSA team.
- i. PPE team.

F. Training/Professional Development

1. Battalion Chief Brian Cooper gave the following report for the training division:
 - a. August 20, 2024, the C-shift Captains and Engineers attended training at the Virtual Incident Command Center.
 - b. Sept 4-8, 2024, eight members attended State Fire School, Taking classes in peer support, vehicular extrication, and Fire Instructor I certification.

G. Administrative/Special Projects

1. Assistant Fire Chief Jason Casey reported that ESCI will present the feasibility study to the board at a special meeting on October 22, 2024, and to the public at the general meeting on October 29, 2024.

H. Public Education/Community Outreach

1. Prevention volunteer hours summary.
 - a. The summary of prevention hours for volunteers was presented for August 2024. The total number of volunteer hours was 126 hours.
2. Community relations program report.

DRAFT MINUTES

- a. The report for the Community Outreach program was given for August 2024. There was a total of one hundred thirteen citizens served for August. Installation of lock boxes is scheduled through the middle of October 2024.
3. There was one community event for the month of August 2024.
4. The volunteer inspection summary report was given for the month of August 2024. There was a total of 133 inspections completed.

I. Fire Prevention

1. The construction inspection summary report was given for the month of August 2024. There was a total of nineteen inspections completed.
2. Permits issued and revenue report.
 - a. The permit and revenue reports were presented for August 2024. There were eight permits issued with a revenue of \$20,482.43.
3. Fire investigation reports.
 - a. The fire investigation report was given for August 2024. There were no formal fire investigations that are still ongoing.
4. Large community projects.
 - a. An update was given on the large community projects within the Sun City District. There are currently eight large community projects in Sun City.
 - b. There was an update on the ongoing projects in Youngtown. There are currently three large community projects in Youngtown.

IV. UNFINISHED BUSINESS

- A. None.

V. EXECUTIVE SESSION

- A. There was no executive session.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

DRAFT MINUTES

- A. The discussion item regarding upcoming board vacancy and suggestions on how to fill the position was tabled to the October 29, 2024, meeting due to Board Chairperson Wilmes absence.

VII. PUBLIC COMMENTS

- A. Fire Inspector Ganon LaJoie introduced himself to the board. Mr. LaJoie expressed his interest in filling the upcoming vacant board position.
- B. USCFFA Vice President Brandon Crossno thanked the fire board for allowing the car wash to benefit Captain Matt O'Reilly to held at FS131. He also thanked the fire department members, the City of Peoria and City of Buckeye Fire Departments, and AFMA for all of the support received washing cars.

VIII. NEXT GOVERNING BOARD MEETING

- A. The next Regular Board Meeting will be held on October 22, 2024, 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 David VanderNaalt made a motion to adjourn the meeting at 10:20 a.m. Board member Phil Griswold seconded the motion. The board voted to adjourn the meeting at 10:20 a.m. (M: David VanderNaalt /S: Phil Griswold; Vote – Aye: Stephen Arnold, Phil LaBarbera, David VanderNaalt, Phil Griswold. Nay: None. Abstain: None)

FOR THE BOARD

**Stephen Arnold
Board Clerk**

SA/lbn