

# **Sun Lakes Fire District Regular Meeting Minutes**

## **July 26, 2011**

### **Call to Order**

The regular meeting of the Sun Lakes Fire District Board of Directors was called to order by Board Chair Sellers at 2:00 P.M. Board Members Sellers, Kohler, Price, Utter and Crawford were present. Others in attendance included Fire Chief Wilson, Deputy Chief McCoy, Battalion Chief Van Horn, Captains: Dimerling, Kenyon, Bennett, Lain and McBride, Engineers Moreni and Bryan Smith, Firefighters Mixer, Wiley and DeGraff, EMS King, Administrative Assistant Engel, and Members of the Public Ray Smith and Jim Kaiser. The meeting was led in the Pledge of Allegiance by Board Member Price.

### **Approval of the REVISED Minutes of the May 18, 2011 Insurance Committee Meeting**

There were no additions or corrections to the revised minutes of the May 18, 2011 Insurance Committee Meeting. Board Member Crawford moved the minutes be approved as revised. The Motion was Seconded by Board Member Kohler. There was no further discussion. The Motion passed unanimously with no abstentions.

### **Approval of the REVISED Minutes of the May 24, 2011 Monthly Board Meeting**

There were no additions or corrections to the Revised Minutes of the May 24, 2011 Monthly Board Meeting, therefore, Board Chair Sellers declared the Revised Minutes approved as circulated.

### **Approval of the Minutes of the June 16, 2011 Budget Committee Meeting**

There were no additions or corrections to the minutes of the June 16, 2011 Budget Committee Meeting, therefore, Board Chair Sellers declared the Minutes approved as circulated.

### **Approval of the Minutes of the June 21, 2011 Monthly Board Meeting**

There were no additions or corrections to the minutes of the June 21, 2011 Monthly Board Meeting, therefore, Board Chair Sellers declared the Minutes approved as circulated.

### **Approval of the Minutes of the June 21, 2011 Executive Session Meeting**

Board Member Price requested that the Board not consider these minutes at this time as the Board Attorney would like to speak to the Board in Executive Session on these minutes before they are approved. It was agreed that consideration of these minutes would be tabled.

### **Unscheduled Public Appearances Call to the Public**

There were none.

**A. Correspondence and/or Other Important Information Attached**

No comments.

**B. SLFD Wildland Firefighting Presentation—Captain Dimerling.**

Captain Dimerling began his presentation with a brief history of the Wildland Firefighting program in Sun Lakes. The Fire Board first approved Sun Lakes Firefighter participation in the Arizona State Forestry Division Wildland Firefighting program in the Spring of 2009. Shortly thereafter training started and by early 2010 nine (9) Sun Lakes Firefighters were fully qualified for Wildland Firefighting work. 2010 had a very slow Wildland fire season and there were no call-outs. All nine went through a refresher course and had all qualifications up-to-date for the 2011 Wildland fire season.

Sun Lakes is part of the Central Arizona Wildland Response Team (CAWRT) for Wildland firefighting. The CAWRT group is dispatched by the Mesa Fire Dispatch Center. The Dispatch Center is responsible for rotating all of the member departments personnel to Wildland fire call-outs. Resources that CAWRT uses includes 7 Brush Trucks, 16 Type 1 engines (such as SLFD E231), 4 Type 3 Engines (4 wheel drive engines similar to E231), 2 water tankers and about 100 firefighters.

Captain Dimerling stated that the organization worked very well in the face of the heavy fire demands this year. He noted that CAWRT has been in existence since 2002 with SLFD joining in 2009.

Fires that SLFD provided personnel to this year included the Peña Fire (Ariel Barr-March), Horseshoe II (Ron Puchta-May), Murphy Fire (Ariel Barr, the Elephant Head FD-May/June), Wallow Fire (Craig Dimerling and Dave DeGraaf with E231 & the Rio Verde FD-June) and the Horseshoe II Fire (Dimerling and DeGraaf to start and Martin Lain and Tom Geffert relieving with E231 & the Rio Verde FD-June). Captain Dimerling noted that Ariel Barr as part of his deployment is close to being qualified as an Engine Boss (equivalent to a Captain).

Captain Dimerling noted that SLFD firefighters have been teamed with Rio Verde FF on both the Wallow and Horseshoe II Fires to fill out the Engine crew. He noted that Rio Verde FD assigned well qualified Wildland FF's which provided SLFD personnel with good experience.

The costs that SLFD can bill the AZ State Forestry Division include labor costs for personnel directly assigned to the Wildland Fire and for SLFD hireback costs to cover vacancies. Engine hour costs are also billable and are based on the total hours the Engine is assigned to the Wildland Fire including transit time to and from the fire area. To date, 1,733 hours of SLFD Firefighter time has been used for direct Wildland Fire Fighting and 335 hours of Engine 231 has been used for Wildland Fire Fighting. This translates to \$65,750.48 in labor costs including the hireback costs and \$48,356 for the Engine time that has been billed to the AZ State Forestry Division .

Captain Dimerling noted that the labor charges are essentially equal to the costs that SLFD has incurred. However, the Engine charges are all profit to the District.

There were no questions or further discussion. Board Chair Sellers thanked Captain Dimerling for an excellent presentation.

### **C. Reports**

#### **AZ Fire District's Association Conference on July 7-9, 2011.**

Board Member Price stated that information she received at the meeting indicated that Fire Board Member computers may be subject to the Right to Know Law if they are used for Fire Department emails. She requested that each Fire Board Member be set up for a Fire Department email address on the Fire Department server. Chief Wilson agreed to follow-up on this.

Board Member Crawford commented that some presentations seemed to express significant concern about Board charges to the District for attendance at the AFDA Conferences.

#### **Public Safety Personnel Retirement System Local Pension Board Meeting July 13, 2011.**

Board Chair Sellers reported that the meeting covered the request of one employee to enter the Deferred Retirement Option Program (D.R.O.P.) leading to required retirement after 5 years.

There were no comments.

#### **Fire Chief's Report for June 16, 2010 through July 15, 2011**

*The full text of the Fire Chief's Report is attached to the Board Agenda Package.*

Chief Wilson called the Board's attention to the correspondence from former Board Member Barbara Warner's daughter expressing her appreciation for what the Department had meant to and had done for her parents over the years.

Chief McCoy presented the Fire Chief's Report.

#### **1. News and Events.**

There were no comments.

#### **2. Operations Report – A, B & C Shifts & Emergency Medical Services**

There were no comments.

#### **3. Significant Emergency Incidents**

There was a brief discussion of Sun Lakes Lock Boxes being placed in the

Chandler section of Ironwood. Chief Wilson replied that SLFD did not prohibit the installation of the SLFD Lock Boxes in the Chandler section, however, the home owner is advised that SLFD may not be the first responder to a call there.

**4. Chief Wilson represented the Fire District and met with the Individuals and Organizations noted:**

This information is presented in the Chief's Report included with the Agenda package.

**Financial Report.**

The Financial Report was reviewed by Chief Wilson as Ms. Elikan is attending the National Fire Academy this week and next week.

Chief Wilson noted that Catholic Health Services West had recently filed a tax rebate claim on the Medical Building across the street from Sta. 232 at 10440 East Riggs Road, saying that since the Medical Building was under the auspices of CHSW it was non-profit hospital and therefore, exempt from taxes. SLFD filed a counter claim stating that the building was occupied by independent doctor's offices and/or vacant. The County has partially accepted the SLFD claim and allowed only about 23% of the building to be considered tax exempt meaning that SLFD will only see a -23% reduction in the tax revenue from the Medical Building. Additionally, Approximately, \$55K in back taxes paid to CHSW would be returned to the District.

Board Member Kohler asked why the Administration Budget was not expended. Chief Wilson replied that when last year's budget was developed, a particular set of benefits were in place and there have been a number of changes that have resulted in a reduction and there has been no overtime.

There were no comments or questions.

**Local 3560 Report.**

Captain Bennett presented the Local 3560 Report.

Captain reported that the Union website was up and running and could be accessed at [Local3560.org](http://Local3560.org).

Captain Bennett also reported that the Union is currently in the process of nominating and electing a representative to the PSPRS Local Retirement Board to replace Battalion Chief Van Horn, as her term has expired in that position.

There were no comments.

## **D. Regular Agenda**

### **1. Discussion and Possible Action to Approve a Side Letter Agreement to the FY 2011/12 & 2012/13 Memorandum of Understanding (MOU) between the International Association of Firefighters Local 3560 and the District.**

Chief Wilson explained that this Side Letter clarifies the MOU in regard to the Medical Insurance costs.

Board Member Crawford moved the acceptance of the Side Letter as presented. Board Member Kohler Seconded the Motion. Board Member Price asked for comments from the Insurance Committee Members. Board Member Kohler and Board Member Crawford both replied that the Side Letter clarified in more detail how any increase in Medical Insurance costs would be allocated between SLFD and the employees. There was no further discussion. The Motion passed unanimously with no abstentions.

### **2. Discussion and Possible Action to Approve Updates to the district Policy Manual—July, 2011.**

Chief Wilson explained that the updates included some that were needed as a result of the new MOU, the coverage of the use of Medical Marijuana and several other miscellaneous items.

Board Member Price moved that the updates be accepted as presented. The Motion was Seconded by Board Member Utter.

Board Member Price asked if Section 100.09. D. was a normal wording. Chief Wilson replied that this wording was specifically consistent with the Reduction in Work Force Policy approved by the Board last year.

Board Member Price asked if the wording used in Section 200.07.O. was specific enough. Chief Wilson replied that the wording was consistent with Arizona State Law.

Board Member Price asked about the wording of Section 300-01.D. Chief Wilson replied that this wording was recommended by the Board attorney. Ms. Price asked if “salary and benefits” would not be more clear than just “salary”. Board Member Price moved to amend Section 300-01.D. by adding “and benefits” after the word “salary” and also after the word “payroll”. The Motion was Seconded by Board Member Crawford. Board Member Kohler reminded the Board that the Policy Manual specifically separated Compensation (Section 300) from Benefits (Section 400) and that the two should not be mixed in one or the other. The Motion was defeated unanimously with no abstentions.

Board Member Crawford moved that the updates be accepted as presented. The Motion was Seconded by Kohler. There was no further discussion. The Motion passed unanimously with no abstentions.

**3. Discussion and Possible Action to Approve Resolution CXIII (113) to Request a General Rate Increase for Ambulance Transport Services from the Arizona Department of Health Services—Bureau of Emergency Medical Services.**

Chief Wilson explained that the rate adjustment application required formal Board approval. Board Member Crawford moved Approval of Resolution CXIII (113). The Motion was Seconded by Board Member Utter. Chief Wilson explained that the AZ Dept. of Health Services has asked for a significant amount of additional documentation including Resolution CXIII.

There was no further discussion. The Motion passed unanimously with no abstentions.

**4. Discussion and Possible Action to approve Resolution CXIV (114) for Submission of a Grant for an Emergency Response Vehicle (Ambulance Replacement), through the Federal Emergency Management (FEMA) Assistance to Firefighters Grant, for consideration in Federal FY 2011/12 Program.**

Chief Wilson explained that this resolution was required documentation to submit a grant application. He noted that this was the first year that Ambulances were allowed at the same priority as fire engines under this grant program.

Board Member Kohler moved the Approval of Resolution CXIV (114). Board Member Price seconded the motion. There was no further discussion. The Motion passed unanimously with no abstentions.

**5. Discussion and Possible Action to Approve Disposal of Unusable District Equipment consisting of Self Contained Breathing Apparatus (SCBA) Heads Up Displays and Office Chairs.**

Chief Wilson explained that the equipment to be disposed of has been made extraneous by the new equipment purchased under the recent SCBA grant. Chief McCoy noted that the equipment has no use to SLFD. Board Member Price moved that the equipment be disposed of as recommended in the staff report. The Motion was Seconded by Board Member Kohler. There was no further discussion. The Motion passed unanimously with no abstentions.

**6. Discussion and Possible Action to Adjourn to an Executive Session Pursuant to A.R.S. 38-431.03 A.**

Board Member Price moved that the Board go into Executive Session. The Motion was seconded by Board Member Kohler. There was no discussion. The Motion passed unanimously with no abstentions.

**7. Possible Adjournment to Executive Session (Closed Meeting) for the Discussion or Consideration of an Employment Agreement for a Public Employee—Fire Chief.**

Board Chair Sellers Adjourned the Meeting to an Executive Session (Closed

Meeting) at 3:30 P.M.

**8. Reconvene the Regular Meeting (Open Session).**

Board Chair Sellers declared the Meeting to be Open again at 4:18 P.M.

**9. Reportable Actions from the Executive Session (if any).**

**No reportable actions**

**E. Board Member Comments**

There were no further comments.

**F. Adjournment**

There being no further business to come before the Board, Board Chair Sellers declared the meeting adjourned at 4:19 PM.

Respectfully submitted,

Forrest Kohler,  
Board Clerk  
FK/geh