



NORTHWEST FIRE/RESCUE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS
COMMUNITY AND THE TOWN OF MARANA

ADMINISTRATION/LIFE SAFETY SERVICES 5225 W. MASSINGALE RD. TUCSON AZ 85743

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NORTHWEST FIRE DISTRICT REGULAR GOVERNING BOARD MEETING

**Northwest Fire District Training Facility
8165 N. Wade Road
Marana, Arizona**

**Tuesday, February 23, 2010
1800 Hours**

AGENDA

The Northwest Fire District Governing Board will meet in Public Session for a Regular Governing Board Meeting on February 23, 2010, at 6:00 p.m., in the Conference Room of the Northwest Fire District Training Facility Located at 8165 N. Wade Road, Marana, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

- I. CALL TO ORDER/ROLL CALL/AFFIRMATION OF QUORUM
- II. SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA
- III. PRESENTATION OF SERVICE AWARDS
- IV. PUBLIC FORUM

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.



- V. CONSENT AGENDA [The Consent Agenda contains items which might require action by the Board, but which are generally routine items not requiring Board discussion. Usually, a single motion will approve all items on the Consent Agenda, including any resolutions. However, a Board Member may remove any item from the Consent Agenda, and that item will be discussed and voted upon separately.]
- A. Approval of Minutes of the February 9, 2010, Special Governing Board Meeting
 - B. Presentation of the Strategic Plan Quarterly Report, including, but not limited to, the Strategic Plan, Strategic Objectives, Strategic Initiatives, Action Plans and Quarterly Updates
 - C. Discussion and Possible Action to Approve Federally Mandated Changes to District Personnel Policy: 13.6.1, Consolidated Omnibus Budget Reconciliation Act (COBRA) Subsidy, Extending Eligibility, Lengthening the Maximum Duration, Adding New Notification Requirements, and Clarification to Eligibility for the Subsidy; Changes to be Effective December 19, 2009
 - D. Adoption of Resolution No. 2010-005 Approving a Cooperative Purchasing Agreement between Northwest Fire District and Picture Rocks Fire District for the Purpose of Procuring Goods and Certain Services, Utilization of Vendor Contracts, and the Purchase or Sale of Surplus Property
 - E. Adoption of Resolution No. 2010-006 Approving the Renewal of an Intergovernmental Agreement between Northwest Fire District and Pima County Community College District for Fire Science Educational Programs and Paramedic Certification Training
 - F. Adoption of Resolution Nos. 2010-007 and 2010-008 Approving Intergovernmental Agreements with Golder Ranch Fire District and City of Casa Grande Fire Department for Participation in Northwest Fire District's Recruit Training Academy
 - G. Discussion and Possible Action to Approve Submittal of a Grant Application to Pima County for a Community Development Block Grant (CDBG) for \$20,372 to Purchase a Laser-Driven Fire Extinguisher Training System
 - H. Discussion and Possible Action to Approve Renewal of the District Group Insurance Benefits: Short Term Disability, Long Term Disability, Life Insurances, and Voluntary Accidental, Death and Dismemberment, to be Effective April 01, 2010 through March 31, 2011

VI. REPORTS AND CORRESPONDENCE

- A. Fire Chief's Report – This is a summary of the activities of the Fire Chief and administrative staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Life Safety Services and Wildland Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training
- B. Finance Director's Reports – This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Lease-Purchase Escrow Account Status, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report

VII. OLD BUSINESS

- A. Discussion and Possible Action on Staff's Efforts in Viewing Existing Office Properties in or near the Fire District for Potential Use as an Administrative Facility for the Fire District
- B. Discussion, Update and Possible Action on Southwest Ambulance Sole Provider Contract Negotiations
- C. Adoption of Resolution No. 2010-009 Approving the Emergency Medical Services (EMS) System Needs Assessment and Performance Objectives as the Standard of Response Coverage (SORC) for Emergency Medical Services (EMS) Within the Northwest Fire District
- D. Adoption of Resolution No. 2010-010 Approving Policies, Procedures and Fees for Use of District Facilities, including, but not limited to, Training Center Classrooms No. 1 and No. 2, Fire Station No. 338, and Fire Station No. 330
- E. Discussion and Possible Action about the Fire Chief's Alternative Contract (Options) Asked for when the Contract was Last Renewed; Review Draft Alternative Contract Format

- F. Discussion and Possible Action to Approve the "Fire Chief by Northwest Fire District" Survey Comprised of Twenty-Five (25) Questions Which Were Approved by the Governing Board from the January 26, 2010, Board Meeting; and, Give Direction to the Human Resources Director on the Survey Distribution Process

VIII. NEW BUSINESS

- A. Discussion and Consideration to Approve the Already Budgeted Recruitment and Hiring of a Full-Time Human Resources Assistant to Replace a Current Part-Time Human Resources Representative Who is Leaving the Organization; and, this New Incumbent Will also Back-Up Administration's Receptionist Position
- B. Discussion about the Types of Services Northwest Fire District Provides to other Fire Districts, and any Fees Incurred as well as Reimbursements
- C. Discussion and Presentation about the Rescue Operations this Past January in Northern Arizona and the Aid Given to the Area's Residents
- D. Presentation by Staff Concerning the Northwest Fire District's Emergency Communication System and Recommendations for the Future to Improve Efficiency and Effectiveness by Developing its Own Dispatch Center; Discussion and Action may include The City of Tucson Dispatch Intergovernmental Agreement and its Terms, Authorization to Negotiate with the Town of Marana for a Co-Located Dispatch Center and to Negotiate with Intergraph to Purchase a Computer Aided Dispatch System
- E. Adoption of Resolution No. 2010-011 to Approve a Mutual Aid Agreement for Emergency Fire, Rescue, and Medical Services between Northwest Fire District and Avra Valley Fire District
- F. Discussion and Possible Action about Continuing to Contract with the District's Current Attorneys, Benavidez Law Group, P.C., or beginning the Request for Qualification Process for Legal Services
- G. Discussion and Possible Action to Schedule a Special Governing Board Meeting on March 9, 2010, or another Date, to Consider the District's 2010-2011 Budget
- H. Discussion and Possible Action to Renew the District Group Health Insurance Benefits with United Healthcare for District Employees to be Effective April 1, 2010, through March 31, 2011; Discussion and Possible Action about Partial Self-Funding of the Benefit or Continuing with the Fully-Insurance Funded Plan

IX. FUTURE AGENDA ITEMS

- A. Future Agenda Items [A Governing Board Member may bring forth general topics for a future meeting agenda. The Governing Board may not discuss, deliberate or take any action on the topics presented, pursuant to A.R.S. § 38-431.02 (H).]

X. ADJOURNMENT



George Carter, Board Chair *gc*

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Life Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item.

The Northwest Fire District Training Facility is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations, may request those through the Northwest Fire District "Administrative Services Director" at least twenty-four hours before the meeting.

Posted February 18, 2010