



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

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org

MINUTES OF THE NORTHWEST FIRE DISTRICT REGULAR GOVERNING BOARD MEETING June 28, 2011

Call to Order/Roll Call/Affirmation of Quorum

Vice Chairman Nassi called the meeting to order at 6:19 p.m. The meeting was held in the Northwest Fire District Training Facility Conference Room, 8165 N. Wade Road, Marana, Arizona.

Present: Richard Nassi, Vice Chairman
Anka Mischel
Bill Daniell

Absent: George Carter, Chairman (excused)
Bruce A. Kaplan, Clerk (excused)

It was determined a quorum existed with three of five members present at 6:19 p.m.

Salute to the Flag of the United States of America

The Pledge of Allegiance was led by Richard Nassi.

Following conclusion of the Pledge of Allegiance, Mr. Nassi requested the following agenda items be tabled because Anka Mischel would need to be recused, and a quorum would not be present: Tab 4, Budget, Tab 6, EMS, and Tab 9, Meet and Confer; there were no objections. These items will be heard at a special meeting scheduled for July 12, 2011, at 6:00 p.m., in Northwest Fire District's Training Facility Conference Room, 8165 N. Wade Road, Marana, Arizona.

Presentation of Service Awards

Carla Reece and Jim Long presented Shayl McCormick, Public Safety Communications Supervisor, with a certificate, 9-1-1 challenge coins, and a poster for the City of Tucson Dispatch Center for her Association of Public Safety Communications Officials International Award that was based on her and her dispatch team's performance in handling the January 8, 2011 incident with Northwest Fire District and for Ms. McCormick's years of work serving as liaison for the County Fire Consortium.



Anka Mischel thanked all the individuals who have been involved with the numerous Wildland fires. She noted that Chief Spurlock, from eastern Missouri, recognized NWFDF's Captain Franz in the International Fire Fighter magazine for his advanced training in hazardous material instruction which aided in handling a dangerous hazmat incident.

Public Forum

Mr. Nassi granted Mary Schuh six minutes to speak; there were no objections. Mrs. Schuh addressed Attorney Benavidez about her concerns regarding the Union's Memorandum of Understanding on page 6, Article 1.4 pertaining to payroll deductions and was not in favor of NWFDF setting up or managing a separate accounting record for such deductions. She pointed out the Union is referred to as a non-profit organization which she said is only acknowledged through the Arizona Corporation Commission and needs to have an I.R.S. finding to be known as a non-profit entity. She felt it would be considered "gifting" a service if payroll deductions were made by the Finance Department which she said is in violation of the Arizona State Constitution.

Mrs. Schuh's additional concerns were:

- The Union should be charged actual costs for all financial transactions including use of meeting spaces and bulletin boards used to post Union materials.
- She requested to know the statute allowing taxpayers' monies to be used to subsidize any Union activity.
- Budgetary shortfalls
- Unknowns costs involved with Southwest Ambulance issues and costs for merger meetings
- Jim Hayden's Statement of Work prepared on November 22, 2010 and signed on February 22

Kyle Canty, President of Local Union 3572, was present to answer any questions.

CONSENT AGENDA

Approval of Minutes of the May 24, 2011, Regular Governing Board Meeting

Approval of Amendments Renewing Fire Protection Services Agreements for Out-of-District Residents for the Property Owned by Edward and Pamela Schaeffer, 9953 N. Silverbell Road, Tucson, AZ and for the Property Owned by Duane Derr, 9971 N. Silverbell Road, Tucson, AZ

Adoption of Resolution No. 2011-022 Authorizing a Right-of-Way Easement for Extension of Public Utilities to the Fire Station No. 30 Property in Favor of Tucson Electric Power, Qwest Corporation and Southwest Gas Corporation; and Approval of a Line Extension Construction Agreement with Tucson Electric Power

Approval of State Compensation Fund (SCF) Renewal for Workers' Compensation, to be Effective July 1, 2011 through June 30, 2012, and Review of how the District Supplements Workers' Compensation

Adoption of Resolution No. 2011-023 Rescinding Resolution No. 2011-019 (Approving Amendment No. 3 to the Intergovernmental Agreement for Dispatch Services with Golder Ranch Fire District) and Approving a Revised Amendment No. 3 to the Intergovernmental Agreement for Dispatch Services with Golder Ranch Fire District

Award of Invitation for Bid No. 1103 for the Purchase of Mobile Data in-Vehicle Modem Systems

Richard Nassi made the following motion, seconded by Bill Daniell and approved unanimously with three ayes:

Move to approve items A through F on the June 28, 2011, Consent Agenda as presented except for item B, I'd like to take off and discuss.

Approval of Amendments Renewing Fire Protection Services Agreements for Out-of-District Residents for the Property Owned by Edward and Pamela Schaeffer, 9953 N. Silverbell Road, Tucson, AZ and for the Property Owned by Duane Derr, 9971 N. Silverbell Road, Tucson, AZ

Carla Reece explained that neither property is adjacent to NWFD's boundaries. The property owners do not have any other options for fire protection services at this time, and an annexation process to include both properties and an additional property in that area, are in progress. Chief Piechura remarked that the two properties are not within any of the proposed annexation areas and conform to having contract services.

Richard Nassi made the following motion, seconded by Bill Daniell and approved unanimously with three ayes:

Move to approve consent item B to approve both contracts for one more extension.

REPORTS AND CORRESPONDENCE

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 Wild Land 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

The reports were included in the packet; there was no discussion.

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

The monthly financial reports were provided in the packet. Dave Gephart reported that property tax collections were ahead of the last two year's collections. Even though financials are in good standing, he anticipates a deficit at the conclusion of this fiscal year.

In response to Mr. Nassi asking what the results were from the County's investment funds, Mr. Gephart reported that the County began remitting investment income back to NWF. He will be monitoring this matter and report findings as they become known.

Richard Nassi made the following motion, seconded by Anka Mischel and approved unanimously with three ayes:

Move to approve the District's monthly disbursements report as presented.

2011-2012 BUDGET PUBLIC HEARING

Overview of 2011-2012 Budget – Discussion, Update and Possible Action on the 2011-2012 Budget and Budget Process; All Aspects and Elements of the District's Budget May Be Discussed and Acted Upon, including, all Expenditures, Revenues, and Carryover Funds from 2010-2011. This Item May include Discussion on the Estimated Tax Rate for District Property Owners

Public Hearing on 2011-2012 Budget and Related Items and Programs

Possible Amendment to the 2011-2012 Budget

Approval of Resolution No. 2011-024 Adopting the 2011-2012 Final Budget, including All Expenditures, Revenues and Carryover Funds

In response to Mr. Nassi making a motion to open the public hearing, Mr. Benavidez advised that a quorum would not be present to officially open a public hearing since Ms. Mischel would need to recuse herself, but the public could still address the Board at this time; no one from the public requested to speak. This item was tabled to a special meeting scheduled for July 12, 2011.

BUSINESS

Adoption of Resolution No. 2011-025 Approving an Intergovernmental Agreement between Northwest Fire District and Flowing Wells School District for the Purposes of Performing Voluntary 12 Lead Electrocardiograms on Middle School Students as Part of the Andra Heart Pilot Program

Battalion Chief Bradley explained that NWFD responded to a cardiac arrest call at Flowing Wells Junior High School in October, 2010. He felt the student's condition could have been detected and treatable if an electrocardiogram has previously been performed. He discussed the following:

- NWFD has been requested to participate in this one-time pilot program along with other participants involved with the program.
- Only an electrocardiogram will be performed.
- No analysis or medical decisions will be made.
- Statutory and medical authority to perform the services has been established.

There was discussion that similar programs were being held in several other states, and many have transitioned into an all volunteer program. Once the outcome of the program has been determined, it will be shared with other school districts to encourage their participation.

Richard Nassi made the following motion, seconded by Anka Mischel, and approved unanimously with three ayes:

Move to adopt Resolution No. 2011-025 approving the intergovernmental agreement with the Flowing Wells School District for the performance of voluntary 12 lead electrocardiograms utilizing District personnel and equipment in conjunction with the other participants of the Andra Heart Pilot Program.

Adoption of Resolution No. 2011-026 Approving the Emergency Medical Services (EMS) System Needs Assessment and Performance Objectives to Set and Ensure Consistent Standards for Emergency Medical Care and Ambulance Transportation within the Northwest Fire District; Discussion and Update regarding the Ongoing Activities and EMS System Analysis by Jim Hayden and Associates, an EMS Consultant; Discussion and Possible Action to

Authorize Staff to Forego any Further Analysis and/or Potential Development of a Request for Proposal (RFP) for Ambulance Transportation Services for the District; and Direct Staff to Prepare for Future Discussion and/or Possible Action a Financial Plan for the Provision of Ambulance Transportation Services by the District

This item was tabled to the July 12, 2011, Governing Board meeting.

Discussion, Update and Possible Action regarding Development of a Program for Voluntary Reduction in the District's Workforce

Chief Piechura remarked that after reviewing the options to determine if any positions could be eligible for a voluntary reduction, he found that no positions could be eliminated this fiscal year without having an impact on the organization.

Richard Nassi made the following motion, seconded by Anka Mischel, and approved unanimously with three ayes:

Move to direct the Fire Chief to not proceed with any reduction in workforce programs.

Adoption of Resolution No. 2011-027 Approving an Intergovernmental Agreement between Avra Valley Fire District, Three Points Fire District, Golder Ranch Fire District, and Northwest Fire District for Automatic Aid Responses

Chief Piechura explained that Avra Valley Fire District (AVFD) has been added to the agreement, and they currently have a mutual aid agreement in place with NWFD. AVFD is now in a position to offer sufficient resources to participate in the automatic aid agreement.

Thomas Benavidez remarked that his firm represented both AVFD and GRFD for a short time while their attorney was ill. He emphasized he did not participate in any of the negotiations regarding this agreement.

Richard Nassi made the following motion, seconded by Anka Mischel, and approved unanimously with three ayes:

Move to adopt of Resolution No. 2011-027 approving an Intergovernmental Agreement between Avra Valley Fire District, Three Points Fire District, Golder Ranch Fire District, and Northwest Fire District for Automatic Aid Responses.

Discussion and Possible Action Approving the 2011 Meet and Confer Memorandum of Understanding between the Northwest Fire District and the Northwest Firefighters Local 3572 concerning Various Aspects of Employment, including, Wages, Benefits and Working Conditions

This item was tabled to the July 12, 2011, Governing Board meeting.

Update and Discussion regarding the Status and Timelines Pertaining to Potential Annexations and Possible Private Fire Protection Service Agreements for Property Owners in the Camino de Manana III Area [Generally Situated East of Interstate 10 and North of Cortaro Farms Road, in Pima County Adjacent to the District's Current Boundary], Tangerine Moore Area [Generally Situated West of Thornydale Road, North of Tangerine Road, Pima County Adjacent to the District's Current Boundary], and Teal Blue Trail Area [Generally Situated East of Thornydale Road and North of Moore Road in Pima County Adjacent to the District's Current Boundary]

Carla Reece reported that the following signatures have been received in favor of annexation:

- Camino de Manana – 164 signatures received; a total of 297 are needed
- Tangerine-Moore – 10 signatures received; a total of 31 are needed
- Teal Blue Trail – 13 signatures received; a total of 34 are needed

Ms. Reece remarked that Rural Metro Fire District will be discontinuing their fire protection services to these areas on July 1, and in order for NWFD to provide services after this date, the areas will need to be annexed into the District.

Discussion and Possible Action about Approving Amendments to the Fire Protection Services Agreements for Out-of-District Residents for the Property owned by Ross E. Mannino and G. D. Morgan, 13250 N. Teal Blue Trail, Tucson, AZ and the Property Owned by Harvey and Debra Breen, 10115 N. Blue Bonnet Road, Tucson, AZ

Carla Reece explained that both of the amendments are renewals to existing agreements, and the properties are located within two of the proposed annexation areas. The Teal Blue Trail agreement began in 2010 prior to beginning the proposed annexation, and the Blue Bonnet Road property agreement began in 2006.

Richard Nassi made the following motions, seconded by Anka Mischel, and approved with two ayes; Bill Daniell voted nay:

Move to approve the amendment renewing the agreement for the property located at 13250 N. Teal Blue Trail located within the Teal Blue Trail annexation area until October 31, 2011, and;

Move to approve the amendment renewing the agreement for the property located at 10115 N. Blue Bonnet Road located within the Camino de Manana III annexation area through December 31, 2011.

During discussion of the motion, Mr. Daniell asked if these individuals were in favor of the proposed annexations and also commented that he would be in favor of providing a private services agreement to anyone who was willing to pay for services. Ms. Reece explained that both residents were in support of the proposed annexation and also signed a petition. Chief Piechura discussed the need to have the communities annex into the District and stated that NWFD is not prepared to handle 100 to 200 private contracts.

Discussion and Possible Action to Approve the Contract for the Purchase and Installation of Replacement Servers for the Cisco Call Manager Telephone Switch through Network Infrastructure Corporation utilizing the Mohave Cooperative Purchase Agreement

Paul Wright explained that the Cisco telephone system was implemented in 2006 that permitted four-digit dialing to any department within the organization. After being contacted by Cisco, he was notified that the support system would be expiring next year and would need to be replaced in order for coverage to continue. The funding source would be from carryover capital funds.

Richard Nassi made the following motion, seconded by Bill Daniell, and approved unanimously with three ayes:

Move to approve the purchase and installation of replacement servers for the Cisco Call Manager telephone switch through Network Infrastructure Corporation using the Mohave Educational Services Cooperative Purchase Agreement not to exceed \$25,000.

Chief Piechura requested that item IX, tab 17 A, be discussed as the next item; there were no objections:

FUTURE AGENDA ITEMS

Anka Mischel asked if there could be discussion on whether the new hire list could be extended for another six months or if it could go on a future agenda. It was stated that this item could not be discussed at this time.

The meeting recessed for a break at 7:12 p.m. and reconvened at 7:17 p.m.

Executive Session Pursuant to A.R.S. § 38-431.03 (A)(1) for Consideration of Employment Matters and to Review and Discuss the Fire Chief's Annual Performance Appraisal for the Period of July 1, 2010 through June 30, 2011, and;

Executive Session Pursuant to A.R.S. § 38-431.03 (A)(1), (3) & (4) for Consideration of Employment Matters and for Discussion and Consultation for Legal Advice with the Fire District's Attorney and to Consider its Position and Instruct the Fire District's Attorney Related to the Fire Chief's Current Employment Agreement

Richard Nassi made the following motion, seconded by Anka Mischel, and approved unanimously with three ayes:

Move to go into Executive Sessions; invited to attend both sessions is the Fire Chief, Jeff Piechura, the District's Attorney, Thomas Benavidez, Administrative Services Director, Patricia Aguilar, and the Administrative Manager, Carla Reece.

The meeting recessed at 7:24 p.m. to go into both Executive Sessions and reconvened at 8:05 p.m.

Anka Mischel made the following motion, seconded by Bill Daniell, and approved unanimously with three ayes:

Move to close both Executive Sessions.

Review, Discussion and Possible Action regarding the Fire Chief's Annual Performance Appraisal for the Period of July 1, 2010 through June 30, 2011

Richard Nassi made the following motion, seconded by Bill Daniell, and approved unanimously with three ayes:

Move to approve the Fire Chief's Annual Performance Appraisal results for the period of July 1, 2010 through June 30, 2011, as presented by staff, and no change to compensation.

Review, Discussion and Possible Action regarding the Fire Chief's Employment Agreement

Richard Nassi made the following motion, seconded by Bill Daniell, and approved unanimously with three ayes:

Move to direct the attorney to amend the Fire Chief's contract to amend the tuition reimbursement section of the Chief Officer.

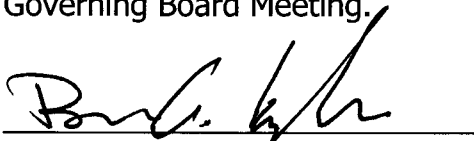
During discussion of the motion, Mr. Benavidez requested clarification about how the amendment should be specified and if it should be stated as "tuition could be advanced and also be awarded even if there is no letter grade issued for the class". Chief Piechura concurred and also stated it would impact this fiscal year and relates to Finance's interpretation of the contract that states we should defer to the policy manual relative to managing the tuition reimbursement.

ADJOURNMENT

Richard Nassi made the following motion, seconded by Bill Daniell and approved unanimously with three ayes:

Move to adjourn the meeting at 8:09 p.m.

Minutes approved by the Northwest Fire District Board at its July 26, 2011, Regular Governing Board Meeting.



Bruce A. Kaplan, Board Clerk