

APPROVED MINUTES 11182025

**MINUTES
SUN CITY FIRE DISTRICT
REGULAR BOARD MEETING
TUESDAY, OCTOBER 28, 2025
9:30 A.M.**

CALL TO ORDER: Board Chairperson Tim Wilmes

ROLL CALL:

Members Present: Tim Wilmes, Phil LaBarbera, David VanderNaalt, Phil Griswold,
Charles Vickers.

Members Absent:

Staff: Assistant Fire Chief Jason Casey, Division Chief Tony Van Roekel,
Battalion Chief Ken Murphy, Finance Director Gabe Buldra,
Division Chief Kyle Henson, USCFFA Chapter Vice President Chris
Marin, Office Manager Lisa Neubert

PLEDGE OF ALLEGIANCE: Board Clerk Phil LaBarbera

INVOCATION: Board Clerk Phil LaBarbera

I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL

- A.** Board member Phil Griswold made a motion to approve the consent agenda item which was the Board of Directors Board Meeting Minutes for September 26, 2025. Board member Charles Vickers seconded the motion. The board voted to approve the consent agenda item. (M: Phil Griswold/S: Charles Vickers; Ayes: Phil LaBarbera, Phil Griswold, Charles Vickers. Nays: None. Abstain: Tim Wilmes)

APPROVED MINUTES 11182025

II. CORRESPONDENCE AND SPECIAL RECOGNITION

- A. No special recognition was given.**
- B. There were no letters of appreciation this month. Assistant Fire Chief Jason Casey noted that the Sun City Auxiliary has started its annual fund-raising drive and as of October 27th they have collected \$36,318.56.**
- C. Assistant Fire Chief Casey recognized new hires EMS Paramedic Keena McBee and EMS EMT Madilyn Velez.**
- D. Assistant Fire Chief Casey recognized the following personnel for years of service: Fire Chief Rob Schmitz for twenty years of service; Engineer Paramedic Drew Holzer ten years of service; Engineer/Paramedic Matt Schall for nine years of service; EMS Paramedic Thomas Smock, Jr. for five years of service.**
- E. Assistant Fire Chief Casey announced that Engineer/Paramedic Chirs McElroy retire on September 20, 2025, with twenty-seven 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 September2025. Board member Phil LaBarbera made a motion to accept the September2025 financial report. Board member David VanderNaalt seconded the motion. The board voted to accept the finance report for the month of September2025. (M: Phil LaBarbera/S: David VanderNaalt; Ayes: David VanderNaalt, Phil LaBarbera, Phil Griswold, Charles Vickers. Nays: None. Abstain: Tim Wilmes)**
- 2. Finance Director Gabe Buldra reported that the government shutdown has affected ambulance revenue collection.**

B. Legal and Insurance

- 1. Board Chairperson Wilmes reported that the Public Safety Personnel Retirement System reported a 11.1% net-of-fee investment return for FY2025, surpassing the 7.2% assumed earnings. This generated approximately #2.4 billion in value for the pension trust. The trust balanced closed June30, 2025 at \$24.2 billion, up from \$21.8 billion the previous fiscal year.**
- 2. No Prop 207 report.**

APPROVED MINUTES 11182025

C. Fire Department Operations

- 1. The report for fire department operations was given for September 2025, which included an overview of the incident counts, types, and response times.**

D. Emergency Medical Services / Ambulance Operations

- 1. Division Chief Kyle Henson asked the board to authorize the department to seek a Certificate of Necessity (CON) rate increase. Currently the department is part of the Phoenix rate group. Some districts that are not part of the Phoenix rate group, one being AFMA, have a higher rate. The process has a lot of steps and can approximately twelve months. The increase does not affect Medicare payments. Board member Phil Griswold made a motion for the board to authorize the department to apply for a CON rate increase from the Department of Health Services (DHS). Board member David VanderNaalt seconded the motion. The board voted to authorize the department to apply for a CON rate increase from DHS. (M: Phil Griswold/S: David VanderNaalt; Ayes: David VanderNaalt, Phil LaBarbera, Phil Griswold, Charles Vickers. Nays: None. Abstain: Tim Wilmes)**
- 2. The ambulance operations report was presented for the month of September 2025. The report included the incident counts, types, and transport.**
- 3. Division Chief Henson reported the following for the EMS Division:**
 - a. Update on Treatment in Place.**
 - b. Documentation Training.**
 - c. New Hire Testing.**
 - d. Medical Director CQI.**
 - e. HIE contract extension.**
 - f. Building 2026 training schedule.**
 - g. Additional grants.**
 - h. Received CEMSO designation.**
 - i. CQI 30 cases.**

APPROVED MINUTES 11182025

E. Resource Management

- 1. Division Chief Tony Van Roekel reported the following for fleet/apparatus and equipment:**
 - a. New Vehicle Project – Braun Ambulance.**
 - b. New Vehicle Project - Sutphen Pumper.**
 - c. EMS Supply Vehicles.**
 - d. PPE Replacement.**
 - e. Wear test.**
 - f. PPE Inspections.**
 - g. Radios.**
- 2. Division Chief Tony Van Roekel reported the following for buildings/facilities and teams/members:**
 - a. FS133 Plymovent.**
 - b. HVAC preventative maintenance.**

F. Training/Professional Development

- 1. Assistant Fire Chief Casey asked the board to accept a state grant for the purchase of Versaterm Adashi Command & Control fire incident management software. The software is used by fire ground officers on the fire scene. This grant would provide the department with five iPads and software. It is a three-year grant and there is no obligation to continue using the software program after the term of the grant. Board clerk Phil LaBarbera made a motion to accept the state grant for the purchase of Versaterm Adashi Command & Control fire incident management software. Board member Charles Vickers seconded the motion. The board agreed to accept a state grant for the purchase of Versaterm Adashi Command & Control fire incident management software. (M: Phil LaBarbera/S: Charles Vickers; Ayes: David VanderNaalt, Phil LaBarbera, Phil Griswold, Charles Vickers. Nays: None. Abstain: Tim Wilmes)**
- 2. Battalion Chief Ken Murphy gave the following report for the training division:**

APPROVED MINUTES 11182025

- a. Captain's Academy completed October 23rd, Seven participants and all have task books open.
- b. CEOP completed by Chief Van Roekel & Chief Holliday during October.
- c. Tactics Training Practical day will be held at the end of November.
- d. Battalion Chief's Academy in process (2 attending).
- e. Advanced Extrication Training offered by Buckeye Fire Department. Two attending on December 1-2.
- f. Move-Up Engineer's testing schedule for November moved to January to increase candidate pool. All three ladder crews attending.
- g. Current recruit class is going well.
- h. Recently completed Firefighter Chiefs' Interviews. Four offers extended for 26-1, all accepted

G. Administrative/Special Projects

1. No report.

H. Public Education/Community Outreach

1. Fire Marshal Kenny Kovac acknowledged volunteer Mike Elliott for three years of service.
2. Prevention volunteer hours summary.
 - a. The summary of prevention hours for volunteers was presented for September 2025. The total number of volunteer hours was 101 hours.
3. Community relations program report.
 - a. The report for the Community Outreach program was given for September 2025. There was a total of 72 citizens served for September 2025. Installation of lock boxes is scheduled through the middle of November 2025.
4. There were no community events for the month of September2025.
5. The volunteer inspection summary report was given for the month of September2025. There was a total of 76 inspections completed.

I. Fire Prevention

APPROVED MINUTES 11182025

1. The construction inspection summary report was given for the month of September 2025. There was a total of forty inspections completed.
2. Fire investigation reports.
 - a. The fire investigation report was given for September 2025. There was one formal fire investigation for the month.
3. Large community projects.
 - a. An update was given on the large community projects within the Sun City District. There are currently six 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. EXECUTIVE SESSION

- A. There was no executive session.

V. UNFINISHED BUSINESS

- A. There was no unfinished business.

VI. NEW BUSINESS/FUTURE AGENDA ITEMS

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

VII. PUBLIC COMMENTS

- A. Rusty Bradshaw from Community Assistance Network (CAN) reported that CAN has secured another sponsor for lockboxes for low-income residents. The new sponsors are Jim and Cheryl Conrad from Home Smart.
- B. Board member Charles Vickers reported that Youngtown hosted their GAIN event last weekend and had a big turnout.
- C. USCFFA Sun City chapter vice-president Chris Marin thanked the board for their continued support. He stated that the union is working on ways to increase fire department funding.

VIII. NEXT GOVERNING BOARD MEETING

APPROVED MINUTES 11182025

- A. The next Regular Board Meeting will be held on November 18, 2025, 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 Charles Vickers made a motion to adjourn the meeting at 10:33 a.m. Board member Phil Griswold seconded the motion. The board voted to adjourn the meeting at 10:33 a.m. (M: Charles Vickers/S: Phil Griswold; Vote – Ayes: Tim Wilms, Phil LaBarbera, David VanderNaalt, Phil Griswold, Charles Vickers. Nays: None.)

FOR THE BOARD

Phil LaBarbera

Board Member

PL/lbn