

# **APPROVED MINUTES 12162025**

**MINUTES  
SUN CITY FIRE DISTRICT  
REGULAR BOARD MEETING  
TUESDAY, NOVEMBER 18, 2025  
9:30 A.M.**

**CALL TO ORDER:** Board Chairperson Tim Wilmes

**ROLL CALL:**

**Members Present:** Tim Wilmes, David VanderNaalt, Charles Vickers.

**Members Absent:** Phil LaBarbera and Phil Griswold (both with notice)

**Staff:** Assistant Fire Chief Jason Casey, Battalion Chief Ken Murphy, Dominic Filosa (JVG), Battalion Chief Brian Cooper, Office Manager Lisa Neubert

**PLEDGE OF ALLEGIANCE:** Board member David VanderNaalt

**INVOCATION:** Board member David VanderNaalt

**I. CONSENT AGENDA ITEMS FOR CONSIDERATION AND APPROVAL**

**A. Board member David VanderNaalt made a motion to approve the consent agenda item which was the Board of Directors Board Meeting Minutes for October 28, 2025. Board member Charles Vickers seconded the motion. The board voted to approve the consent agenda item. (M: David VanderNaalt /S: Charles Vickers; Ayes: Tim Wilmes, David VanderNaalt, Charles Vickers. Nays: None. Abstain: None)**

**II. CORRESPONDENCE AND SPECIAL RECOGNITION**

**A. No special recognition was given.**

**B. There were no letters of appreciation this month.**

**C. There were no new hires or promotions for the month of October.**

## **APPROVED MINUTES 12162025**

**D. Assistant Fire Chief Casey recognized the following personnel for years of service: Captain Bryan Sapp and Engineer Rodney Bebee for eleven years of service; Paramedic Travis Marano for four years of service; Fire Mechanic Izacc Ramos for four years of service.**

**E. There were no new hires or promotions for the month of October.**

### **III. COMMITTEE REPORTS**

#### **A. Budget and Finance**

**1. Dominic Filosa of JVG presented the financial and bank reconciliation report for the month of October 2025. Board member David VanderNaalt made a motion to accept the October 2025 financial report. Board member Charles Vickers seconded the motion. The board voted to accept the finance report for the month of October 2025. (M: David VanderNaalt /S: Charles Vickers; Ayes: Tim Wilmes, David VanderNaalt, Charles Vickers. Nays: None. Abstain: None)**

**2.**

#### **B. Legal and Insurance**

**1. Assistant Fire Chief Casey presented the Memorandum of Understanding (MOU) 2024 Assistance to Firefighters Grant (AFG) EMW-2024-FG-07707, Firefighter Cancer Screening. This grant is multijurisdictional and is being hosted by Central Arizona Fire and Medical Authority and will cover cancer screening for our newer firefighters who did not receive screening under the previous AFG Firefighter Cancer Screening grant. Board member Charles Vickers made a motion to execute the Memorandum of Understanding (MOU) 2024 Assistance to Firefighters Grant (AFG) EMW-2024-FG-07707, Firefighter Cancer Screening. Board member David VanderNaalt seconded the motion and the motion was approved unanimously. (M: Charles Vickers/S: David VanderNaalt; Ayes: Tim Wilmes, David VanderNaalt, Charles Vickers. Nays: None. Abstain: None)**

**2. There was no PSPRS report.**

**3. There was no Prop 207 report.**

#### **C. Fire Department Operations**

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

# **APPROVED MINUTES 12162025**

## **D. Emergency Medical Services / Ambulance Operations**

- 1. The ambulance operations report was presented for the month of October 2025. The report included the incident counts, types, and transport.**
- 2. Division Chief Henson reported the following for the EMS Division:**
  - a. Documentation Training.**
  - b. Case Reviews.**
  - c. DHS Inspections (Pass).**
  - d. CQI 18 cases.**
  - e. EMS evaluations – streamlining process.**

## **E. Resource Management**

- 1. Assistant Fire Chief Casey**
- 2. 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. M133 Paint.**
  - e. PPE Replacement.**
  - f. PPE Inspections.**
  - g. Rental Turnouts.**
  - h. Wear/Test Helmets.**
  - i. Radio PM & Microphones**
  - j. L133 35' Ladder**
- 3. Division Chief Tony Van Roekel reported the following for buildings/facilities and teams/members:**
  - a. FS133 Plymovent.**

# **APPROVED MINUTES 12162025**

- b. FS133 Bay Door.
- c. FS133 Water Treatment.
- d. FS131 Range.

## **F. Training/Professional Development**

- 1. Battalion Chief Ken Murphy gave the following report for the training division:
  - a. Recruit Class 25-3 Update.
  - b. Recruit Class 26-1 Update.
  - c. Tactical Class final dates approaching.
  - d. Buckeye Live Fire Training.
  - e. 25-1 EMS/Driver training.
  - f. Annual Employee evaluations.
  - g. Upcoming Move-Up Engineer Testing.

## **G. Administrative/Special Projects**

- 1. No report.

## **H. Public Education/Community Outreach**

- 1. Prevention volunteer hours summary.
  - a. The summary of prevention hours for volunteers was presented for October 2025. The total number of volunteer hours was 63 hours.
- 2. Community relations program report.
  - a. The report for the Community Outreach program was given for October 2025. There was a total of 657 citizens served for October 2025. Installation of lock boxes is scheduled through the middle of December 2025.
- 3. There were four community events for the month of October 2025.
- 4. The volunteer inspection summary report was given for the month of October 2025. There was a total of 86 inspections completed.

# **APPROVED MINUTES 12162025**

## **I. Fire Prevention**

- 1. The construction inspection summary report was given for the month of October 2025. There was a total of 34 inspections completed.**
- 2. Fire investigation reports.**
  - a. The fire investigation report was given for October 2025. There were two formal fire investigations 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. There were no public comments.**
- B. There was no USCFFA report.**

## **VIII. NEXT GOVERNING BOARD MEETING**

- A. The next Regular Board Meeting will be held on December 16, 2025, at 9:30 a.m. at the Sun City Fire Department Community Room located at 18602 N. 99<sup>th</sup> Avenue Sun City, AZ.**

## **IX. ADJOURNMENT**

## ***APPROVED MINUTES 12162025***

- A. Board member Charles Vickers made a motion to adjourn the meeting at 10:33 a.m. Board member David VanderNaalt seconded the motion. The board voted to adjourn the meeting at 10:33 a.m. (M: Charles Vickers/S: David VanderNaalt; Vote – Ayes: Tim Wilmes, David VanderNaalt, Charles Vickers. Nays: None.)

**FOR THE BOARD**

**Tim Wilmes  
Board Chairperson  
PL/lbn**