

**Town of Superior**  
**Emergency Services Committee**  
**Regular Meeting Minutes**  
**Thursday, September 20, 2018 6:00 P.M.**  
**Superior Fire Department**  
**236 Golf Course Rd., Superior, AZ 85173**

**CALL TO ORDER**

Hesston Klenk called the meeting to order at 6:06 PM.

**ROLL CALL**

Vice Mayor Michael Alonzo - EXCUSED  
Christian Ensley, Police Interim-Chief  
Francine Gonzales – Police Office Manager  
John P Perez, Fire Chief  
Tim Gotto, Fire Captain - EXCUSED  
Richard Drennan, Reserve FD Captain  
Hesston Klenk - RCM  
Scott Stilgenbauer-RCM – EXCUSED  
David Rabago - EXCUSED  
Todd Pryor – Town Manager  
Ruby Cervantes- Town Clerk

**PLEDGE OF ALLEGIANCE**

Hesston Klenk led everyone in the Pledge of Allegiance.

**CONSENT AGENDA**

Minutes of Meeting on June 21, 2018.

**Motion to Approve the consent agenda was made by John P. Perez, second by Joel Ensley. Motion Carries.**

**NEW BUSINESS**

**A. Update of 17-18 Capital Expenditures for Fire Department.**

Fire Chief John P. Perez stated that the only PO items the Fire Dept has pending from the 17-18 Capital Expenditures are the Compressor and Extrication Tools.

Todd Pryor, Town Manager, based on his analysis for expenditures past 2 years, the Fire was approximately \$40,000 over. The two items that caused this overage were the Ambulance and the Brush Truck. Keep in mind with your requests, that if a Capital Expenditure comes in over budget, you need to find that money somewhere. Doesn't come out of operations

Mr. Pryor said that we have purchased vehicles with the Capital Expenditure money and that Mayor Besich would like a photo-shoot of the vehicles bought with Resolution

money. A total of 5 Police vehicles and 4 Fire vehicles. Mayor Besich would like the pictures framed and displayed.

**B. Discussion of the 18-19 Capital Expenditures for Fire and Police.**

Chief Perez listed items that he had on his Ask for List. One of the items was radios.

Ms. Francine Gonzales stated that the PD could help FD with MBC's. PD is getting new ones. She said Pinal County wants computers with no detachable screens. PD can give FD 3 laptops which will then give FD a total of 6. They work with Spillman. Per Police Chief Ensley their Capital Expenditures are similar to the Fire Dept. PD looking at Body Worn Cameras (BWC), Portable Radios, Mobile Data Computers. Three of each. There was a brief discussion on grants which consisted of the 100 Club and RICO grants. Grants from Casino Gold were also mentioned.

Mr. Pryor mentioned that there is about \$95,000 left between Fire and Police. When they make purchases, they have to take into consideration shipping and taxes. They may need to cut some items. We also have to look at time frame for PO's. PO's have to be approved by Emergency Services Committee. Remember Resolution's Fiscal Year doesn't line up with ours. Prepare PO's next month and bring to committee to approve, then Council approves, then they get funded.

**C. Discussion on how Quarterly Drills will be managed**

Mr. Klenk talked to Scott Stilgenbaur about the Quarterly Drills. The Consultants are gone. Manage the drills in the same manner as the past. We missed the 3<sup>rd</sup> Quarter Drill so we have to plan for the 4<sup>th</sup> Quarter Drill.

Per Mr. Pryor, suggested selecting a Committee with Scott and two Chiefs and Plan Drill in October. Do what Consultants used to do and don't tell all the details. The Chiefs know how drills run; they review & watch; suggest any corrections actions. Observe problems, procedural & structural. Individual actions, Chiefs take care of.

Per Mr. Klenk, on the next Emergency Services Meeting Agenda October 18<sup>th</sup>, 2018, an Action Item to plan the next drill will be on Agenda. Also, Scott Stilgenbaur is on the Emergency Services Committee.

Back to Drill Discussion in Item E, Mr. Pryor suggested Drills on things that might actually come up such as the following subjects: cut gas line with mediation with El Paso Gas; action shooter (simulation not on Resolution Property), and Protestors – how to handle property.

**D. Presentation on Communications and Dispatch by Interim Police Chief Ensley.**

Per Police Chief Ensley's meeting with LT Eli Pile, Lt Pile felt there was no real issue and recommended contacting Lynda Ellsworth about the matter.

Per his discussion with Ms. Ellsworth, Communication Supervisor, PCSO, stated that a transferred call is the responsibility of the agency to which the call is transferred. If the responsible agency wants assistance, they would have to call and request it. The agency accepting the call would make all arrangements and coordinate all first responders for the

situation. PSAP dispatchers are not currently trained in EMS and Fire dispatching or call taking. She noted this would be massive undertaking and a costly endeavor for their PSAP (PCSO). She also noted that the transfer process works very well. (per prior review Chief Perez and Chief Ensley conducted several months ago).

Robert Woodhull, Amin manager, PSCO Communications, handle all matters related to 911 calls received by Pinal Count Communications Center. He recommended we talk to Eli Pile, which we did. Also stated PSCO cannot change their policy and noted once PSAP learns the call belongs to another agency it is transferred and no longer monitored by operations/dispatchers.

Per Chief Ensley, there are many nuances associated with emergency responses in remote, rural areas. The three individual he met with about this issue had difficulty identifying a true problem with this process. Top of the World to Pass has a problem.

**E. Discussion/Possible Approval of Police Department Five-Year Plan Presentation.**

The Police Departments Five-Year Plan was presented by Chief Ensley.

Mr. Klenk made comment that the first page looked good. On Page 2 (Year 2) , he prefers that Capital Expenditure money does not go to weapons or ammunition. On Year 4, Simulation Rounds be part of Operation Budget not Capital Expenditures.

Todd suggested talking with Councilmember Michael Alonzo and discuss new problems with him and let him know what you're doing to change it.,

Discussed to offset these expenses in other funds. Part of Town's Strategic Plan should be part of PD & FD strategic plan. Be prepared to have yearly report on those indicators.

In Year 5, Chief Ensley addressed a new Police Facility.

Mr. Pryor talked about the GADA loan the Fire Dept got to build their facility. They need to figure out how to make it work. One thing they might do in their future Capital Expenditure Plans is ask for \$10,000 to hire an Engineer. We can apply for USDA Grant since it is a Community Facility. A lot of USDA grants. And we have to remember that Fire Dept is going to need a new Fire Truck in about 6 to 7 years at a cost of about \$600,000.

Per Mr. Klenk, Resolution wants to avoid helping with purchase of guns, bullets, tazers.

Francine Gonzales asked if we can use Capital Expenditures for part-time detective. Chief Ensley said he was under impression money couldn't be used for salaries.

Todd Pryor – That isn't from Resolution. That was from our Council, Michael Alonzo specifically, does not want to use it to expand personnel. It makes sense. What if the money goes away, you're going to have to lay-off who you hired. We have to look at

the overall budget with increased labor and expenditures. In 2020-2021 we could be looking at an economic recession. We need to have a cushion for the cash flow or start looking at layoffs. We have to be careful when expanding personnel and be creative with solutions.

Need to have sit down talk with Michael and Hesston and let them discuss it and see if Resolution would be for it and if the Council would be for it. If both of those parties aren't going to say yes to adding personnel, its not worth talking about. Need to look at other areas in their budget to shift moneys. You need to think it through.

6. **ADJOURNMENT**

**Motion to adjourn meeting was made by Fire Chief John P Perez, second by Police Interim Chief Joel Ensley, motion carries.**

**MEETING ADJOURNS AT 7:35 PM.**

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Committee Chairman/Acting Chairman