

2019



Annual Report

Sedona Fire District
2860 Southwest Dr.
Sedona, AZ 86336
928-282-6800



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Mission

We help people through Safe, Friendly, and Dedicated service.

Vision

SFD will be a community leader in emergency services to make our District one of the safest places in the world to live, work, and explore.

Values

We value the faith and trust of the community and each of our members will support the mission by adhering to the following values:

- **Safe, Friendly, and Dedicated Service**
- **Cost-saving initiatives and multi-tasking for organizational improvement and sustainability**
- **Compassion, fostering a genuine concern for those we serve**
- **The ability to anticipate, influence, and adapt to change**
- **Personal accountability and professionalism, adhering to a strong code of moral and ethical conduct**
- **Teamwork, working together for a common goal**
- **The desire to serve, the courage to act, the ability to perform**

INTERIM FIRE CHIEF JAYSON COIL

Until September I had the privilege of leading the Sedona Fire District. Filling the Fire Chief role while continuing to have the responsibilities associated with the Assistant Chief's position proved challenging. Fortunately, I received a tremendous amount of support from the Fire Board, the members of the Sedona Fire District, and my wife Christie. I believe because of this support, our organization was able to not only maintain but improve. As the leader, I was reminded that it makes no sense to hire the best if you intend to tell them what needs to be done. Instead, we worked collectively to improve the budgeting process and enhance our ability to fulfill our mission. By demonstrating the importance of bottom-up feedback to inform guidance, we were able to increase our alignment on key issues. Leaders are important to fire organizations for the command presence, policy development, and resource allocation they provide that helps guide their team. However, none of these skills matter if you do not have a competent dedicated well-trained, and mission-oriented group of individuals to carry out the mission. I relied on the other officers to make sound tactical decisions, execute complex solutions to problems, and conduct daily operations. These officers lead a group of capable experts with a bias for action. All of the operations were supported by experienced personnel dedicated to providing the financial, logistical, and planning support required to meet objectives and fulfill our mission. Together, under the guidance of the governing board, we ensured we were ready to welcome Chief Trautwein to lead the organization.

Sincerely,

Jayson Coil



FIRE CHIEF JON TRAUTWEIN

When I accepted the job of Fire Chief with the Sedona Fire District, I stated that I was very grateful and appreciated the opportunity to serve in this District as Fire Chief. After serving from September 2019 to finish out the year, my sense of gratitude and appreciation has not changed.

So what am I thankful for? Committed staff and firefighters that are engaged and serve with professionalism and respect. What a privilege to serve alongside these great people! A Fire Board that works hard to conduct business in a professional way and that gives the leadership and support a Fire Chief needs to carry out the mission and operations of the District. In addition, a community that from the very beginning has poured out its undying support to the District and myself.

I am also grateful to Chief Coil for handing off the District in such great condition! Chief Coil really set the stage for a seamless transition and made my adjustment to the new position as efficient and effective as possible.

I have been very excited as I continue to become familiar with the District with its many challenges and accomplishments. I only hope that I can contribute in a positive way doing everything I can to serve and perform to the best of my abilities.

Respectfully,

Chief Trautwein



A Time of Change

2019 was a time for many changes within the Sedona Fire District. Beginning in January, Jayson Coil stepped up as our Interim Fire Chief and led the way in a thorough search for a new Fire Chief. This was just the beginning of many changes throughout the year, but one thing that remained was SFD's dedication to embracing the responsibility of being a role model and encouraging staff to volunteer their own time working with charities.

Honoring the Fallen

As part of the Sedona-Verde Valley Honor Guard, SFD members volunteer their time to give support and to pay respects to those who have died in the line of duty in 2018. Sadly 250 names were added to the memory wall.



Healing for the Wounded

As part of the Sedona - Verde Valley Firefighter Charities, firefighters volunteer their time in various ways for those impacted by fires. One of those includes Burn Camp where the Charity volunteers cook lunch and serve as counselors for burn victims.



Supporting the Sick

The Fill the Boot campaign is a strong tradition in which SFD Firefighters and their families dedicate time to raise money for the Muscular Dystrophy Association (MDA). SFD participates every year hoping some day Muscular Dystrophy “gets the boot.”



Molding the Future

Spending time with the future of Sedona helps foster positive relationships in the community. Firefighters provide education in many ways for the youth by either visiting classrooms or providing station tours.



Lifting the Less Fortunate

Staff collects donations for the Toys for Tots program, which is organized every year by Karen and Leonard Barrow. In 2019 Toys for Tots raised \$10,509.06 and collected 3,267 toys, stocking stuffers, and books. This served 1,113 children with over half of them residing in the Sedona area.



Community Improvement

Through the Rotary Club, SFD staff participate in the Chili Cook-Off to help raise funds utilized to improve the community through youth education programs and highway cleanup.

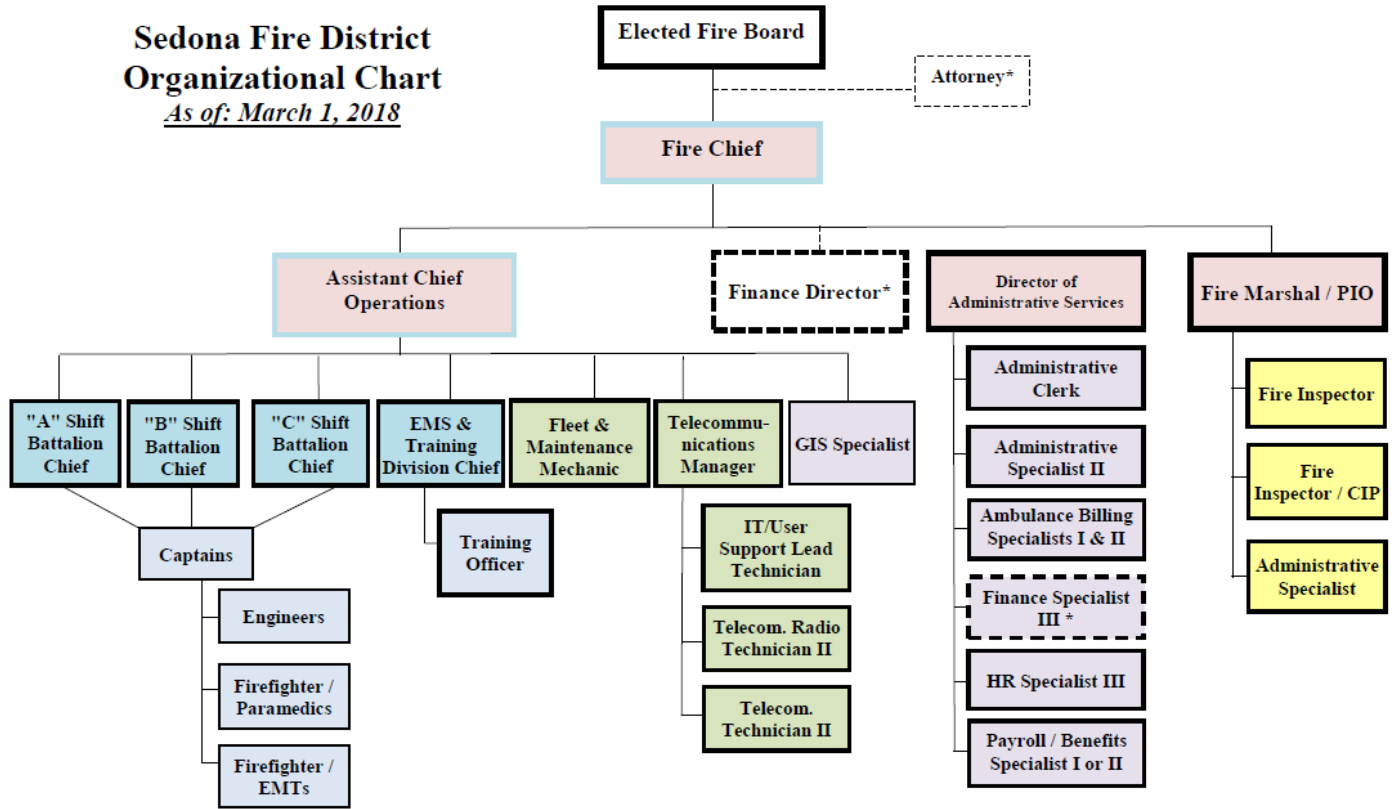


Even Heroes Need Heroes

As members of the Northern Arizona Public Safety Peer Support Team, SFD staff attended the inaugural ASU Public Safety and Behavioral Health Winter Institute to learn how to improve mental health for first responders.



**Sedona Fire District
Organizational Chart**
As of: March 1, 2018



Key to Personnel:

- = Executive Staff
- = Command Staff
- = Operations
- = Administration/Finance
- = Telecommunications/Fleet
- = Community Risk Reduction
- * = Indicates contract position

Sedona Fire District is governed by a five-member non-partisan Board elected to four-year terms by registered voters of the District. The Board establishes policy, sets tax rates, and approves the budget. As a special district of Arizona, SFD must comply with applicable Arizona Revised Statutes. The regular Fire Board Meeting has typically been held at 4:30 PM on the third Tuesday of the month. Other special meetings and workshops are held as needed.

Governing Board Members



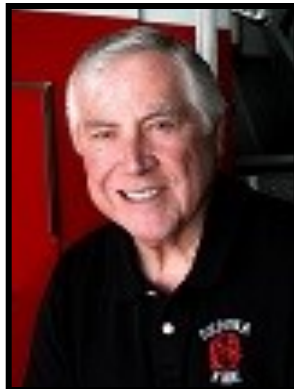
Dave Soto
Chairman
Serving Since December 2015



Corrie Cooperman
Clerk
Serving Since May 2012



Al Comello
Board Member
Elected November 2018



Gene McCarthy
Board Member
Elected November 2018



Joy Michelle Moore
Board Member
Elected November 2018

Working together in partnership, the Board directs and entrusts the management and staff of the Sedona Fire District to provide a wide range of community services. In a challenging economic environment, the District Board continues to provide strategic leadership, policy, and fiscal transparency.



Board Members Al Comello, Corrie Cooperman, Joy Michelle Moore, and Dave Soto representing SFD in the St. Patrick's Day Parade.



Newly elected Board Members Al Comello, Joy Michelle Moore, and Gene McCarthy attended training from the Arbinger Institute on Developing and Implementing an Outward Mindset through SFD facilitators Captain Josh Wells and Engineer Jon King.

In November, three Board Member terms were up for election. Al Comello, Gene McCarthy, and Joy Michelle Moore were elected from a pool of six candidates and their terms began in December. Corrie Cooperman and Dave Soto's terms expire in November 2020 and there will be a potential for an election. If only two candidates run for the positions, they will automatically be appointed and no election will be necessary.



Board Members Al Comello, Joy Michelle Moore, and Gene McCarthy take their oath of office prior to being seated as the elected Board Members. This traditional ceremony takes place by the flag pole outside of the Administration building as each new Sedona Fire District employee or Board member begins their service.

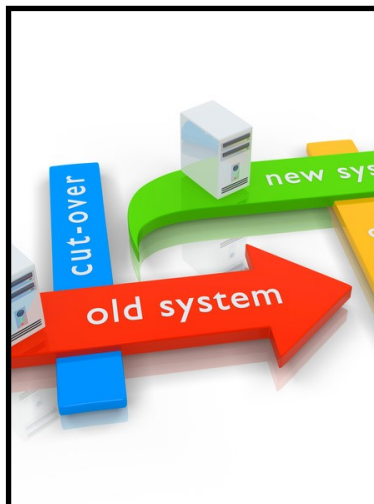
SFD is contracted with The James Vincent Group (JVG) to work as their independent Finance Director and Finance Clerk role. Within that role, it is JVG’s responsibility to provide the Board with the information it needs to fulfill its fiduciary responsibilities as well as process payables.

- All aspects of accounting and budget preparation
- Monthly financial reporting
- Capital assets and depreciation
- Coordination of risk management insurance policies and claims
- Annual audit
- Annual department of Health Services reporting and rate increases
- Grant accounting and billings
- Accounts payable and receivable
- Bi-weekly payroll and reporting

This Department is also responsible for ambulance billing which generates revenues that are second only to property taxes as a major source of income for the District. As the external Finance Director, JVG works closely with the Chief and administrative staff to provide financial oversight and strategic guidance for the District’s operations.

For the Fiscal Year ending June 30, 2019, SFD in conjunction with JVG prepared a Comprehensive Annual Financial Report (CAFR) as part of the annual audit. The CAFR is a thorough and detailed presentation of the District's financial condition. It reports on the District’s activities and balances for each fiscal year.

Last fiscal year SFD submitted its June 30, 2018, CAFR to the Government Finance Officer’s Association and received an award for Achievement for Excellence in Financial Reporting. This achievement is the highest form of recognition in governmental accounting.



The finance department underwent many changes in 2019, some of these included switching software for accounting, payroll, and purchasing processes. These systems help ensure separation of duties and financial controls.

SFD Budget Information

Arizona Revised Statute §48-805.02 requires fire districts under Title 48, Chapter 5 to prepare and submit an annual budget. A budget is an organizational plan stated in monetary terms. The purpose of the budget is to provide a forecast of revenues and expenditures and enable the actual financial operation of the fire district to be measured against the forecast.

Walker and Armstrong, Certified Public Accountants, conducted the annual audit of SFD’s financial records in accordance with the U.S. Generally Accepted Auditing Standards, as well as Government Auditing Standards, and presented the report to the Governing Board on January 21, 2020.

Fiscal Year 2020 Budget		
Category	Approved Budget	Actual & Audited
Property Tax Revenues	\$ 14,409,586	\$ 14,512,818
Non – Tax Revenues*	\$ 2,881,226	\$ 3,517,312
Total Revenues	\$ 17,290,812	\$ 18,030,130
Expenditures	\$ 15,665,937	\$ 15,329,210
Capital Outlay	\$ 1,624,875	\$ 637,096
Total Expenditures	\$ 17,290,812	\$ 15,966,306
Ending Fund Balance**		\$ 8,979,819

* Non-Tax Revenue includes funds generated by SFD from ambulance billing, Telecom services, communication rents, carryover of unspent funds from the prior fiscal year, and transfers from capital reserves. In addition, smaller funding amounts include dispatching revenues, non-district fires, CPR revenues, CRM revenues, interest earnings, facility & parking rents, donated funds, sale of surplus property, and any other funds received that cannot be consistently expected.

** SFD Policy #2014-02 requires SFD to maintain an unassigned fund balance in the General Fund of a minimum of \$2,000,000 in case of economic downturns and/or unexpected emergencies or requirements and to provide working capital in the first several months of the fiscal year until sufficient revenues are available to fund operations.



The budgeting process takes about five months. The Board Members and staff work together to create a balanced budget and a financial plan for the future needs of the district. All Board Members and the Fire Chief are required to complete 6 hours of training per term. This training is provided through the Arizona Fire District’s Association a couple of times per year.

Grant Opportunities

SFD is constantly seeking alternate revenues to help offset the tax implication to our district taxpayers. In line with this philosophy, SFD applies for grants to fund equipment and programs to maintain or enhance services. The Fire Chief, in partnership with the finance team, reviews grant opportunities and related funding guidelines before determining whether an application should be made. This helps ensure the pursuit of grant funding is in both the short and long-term interests of the District.

Staff provides updates to the Governing Board to assist in tracking pending grants every month as part of the Fire Chief’s Report at Board meetings including pending, awarded, denied, and closed out grants to allow the Board to understand the status of particular grants. The District may terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified. The table below includes the grants in 2019 and the status of each:

AGENCY	DESCRIPTION OF REQUEST	AMOUNT REQUESTED	SFD PORTION	STATUS
Assistance to Firefighters Grant	Portable Radios	\$331,905	\$16,595	Awarded
Tohono Odham	UTV	\$30,886.30	\$52,000	Denied
Ak-Chin Indian Community	Unmanned Arial System	\$33,298	Maintenance	Awarded



Radios are a vital piece of equipment to provide necessary communication capabilities not only with SFD firefighters but with assisting agencies. SFD was awarded a substantial amount from FEMA through the Assistance to Firefighters Grant to outfit all firefighters with portable radios.



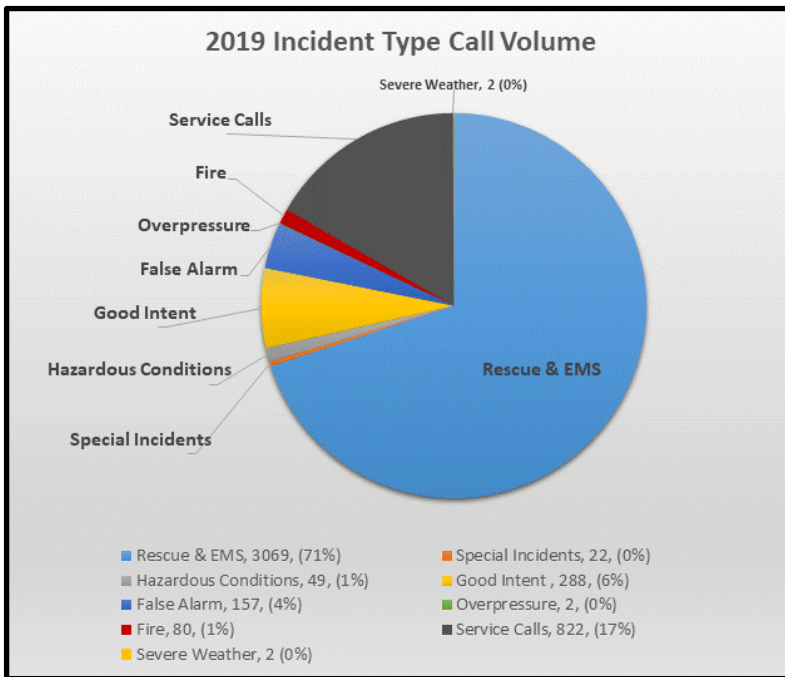
Donations

SFD receives donations from both residents and non-residents showing their appreciation and support. These donations include gift cards, food, and cash. In 2019 SFD received \$2,106.00 in cash donations among other non-monetary gifts. These contributions help your fire district accomplish several things beyond what taxpayer dollars can fund and they are tax-deductible. SFD appreciates all the support.



Purchasing apparatus is no small task, and staff worked diligently ensuring that SFD obtained a Type 3 engine that met the district's needs. The entire process took a full year to complete. This engine replaced a 1998 Type 3 engine that no longer met the minimum certification requirements and was sold. The final cost of the engine was \$303,000. This engine is used on wildland assignments which provides the district with revenue and affords valuable training for incidents within the district.

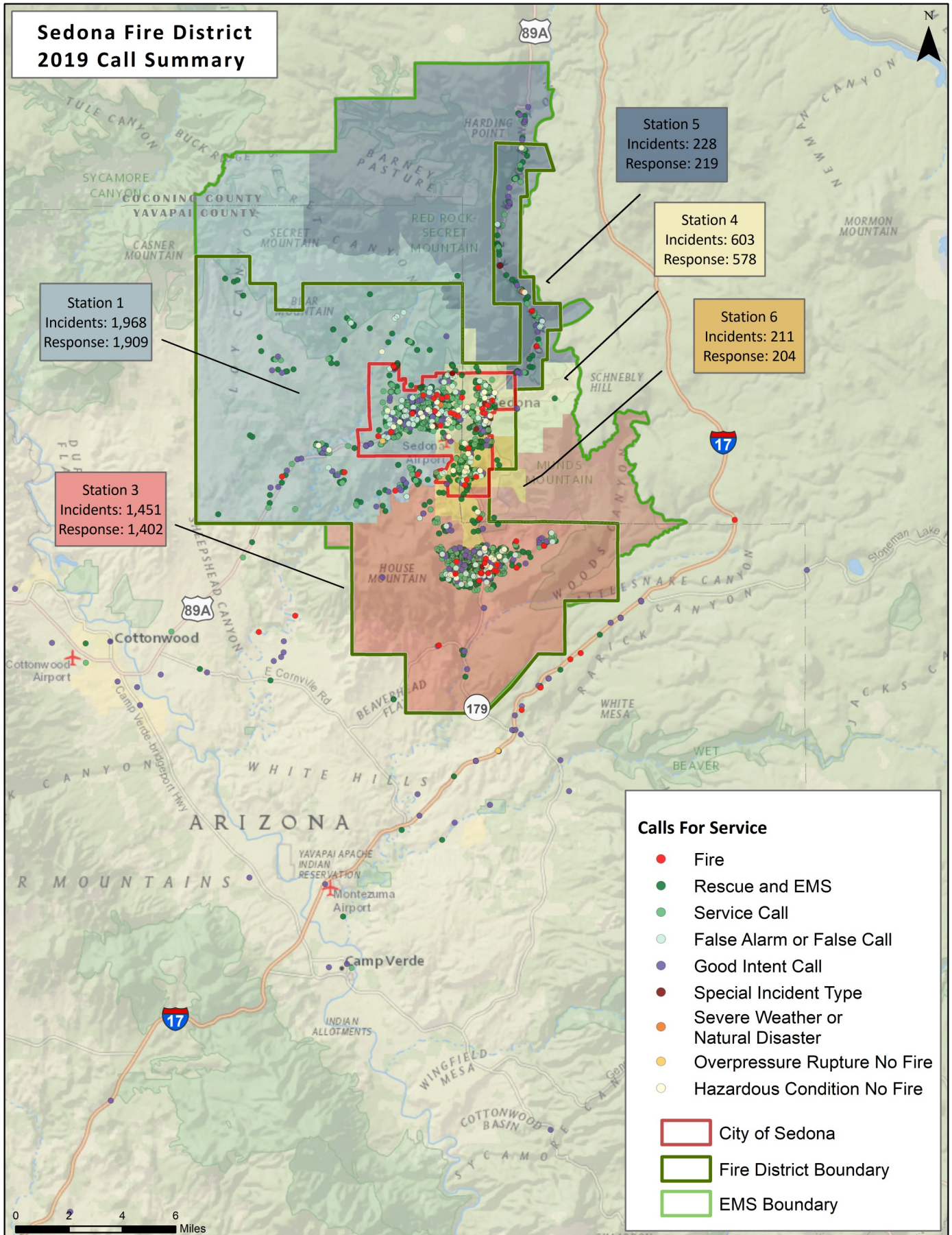
SFD tracks and reports data to the National Fire Incident Reporting System (NFIRS) which is a division of the Federal Emergency Management Agency (FEMA). NFIRS is a reporting standard to consistently report on fire and emergency medical services (EMS). This standardized reporting helps SFD analyze the data to assess the different needs of the district.

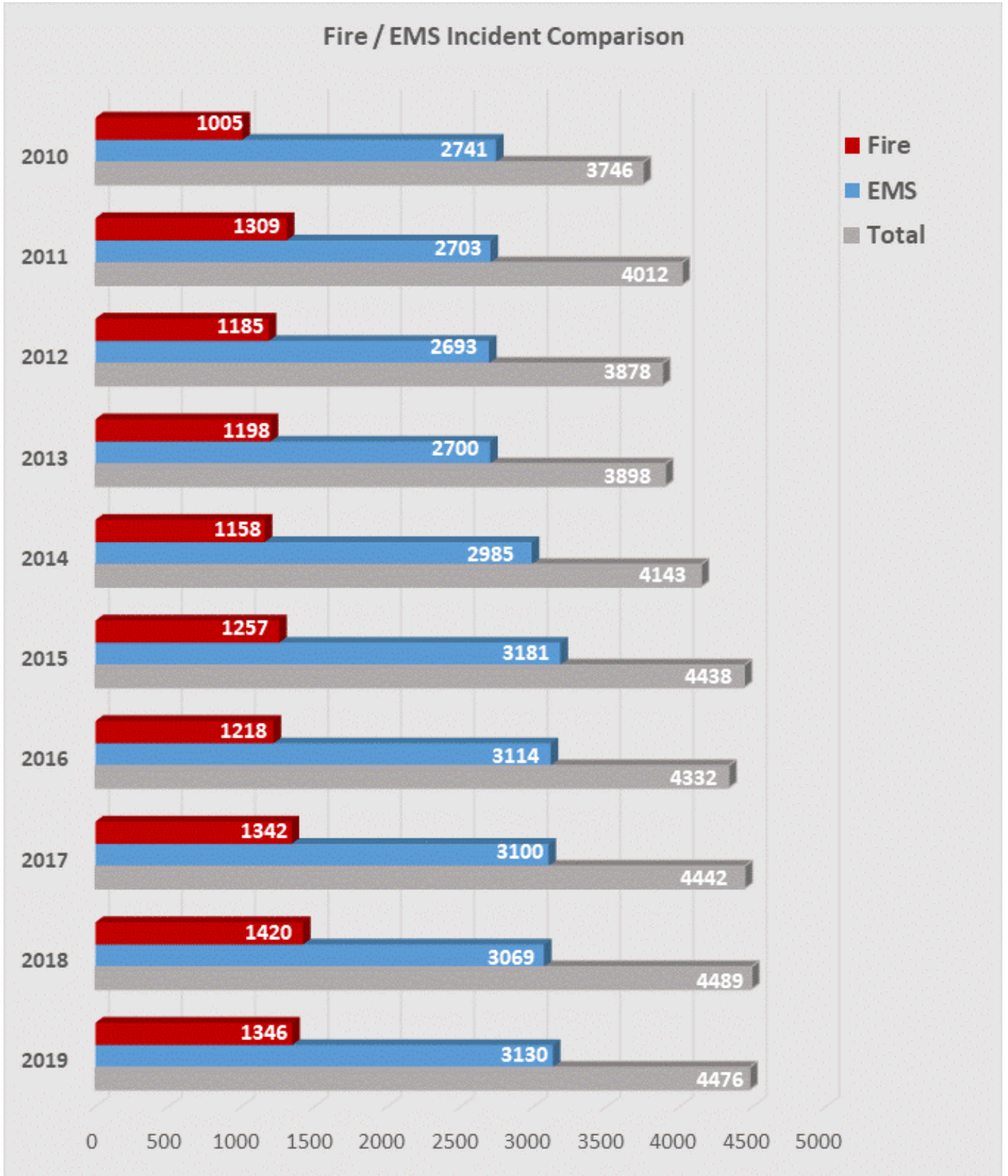


Total Incidents
4,476

Average Response Time to Emergency Incidents
6:50

Type of Incident	2017	2018	2019
Severe Weather	2	0	2
Overpressure	8	2	2
Special Incident Type	19	22	16
Hazardous Conditions	46	49	52
Fire	84	80	57
False Alarm	170	157	173
Good Intent	245	288	300
Service Call	768	822	744
Rescue & EMS	3100	3069	3130
Total	4442	4489	4476

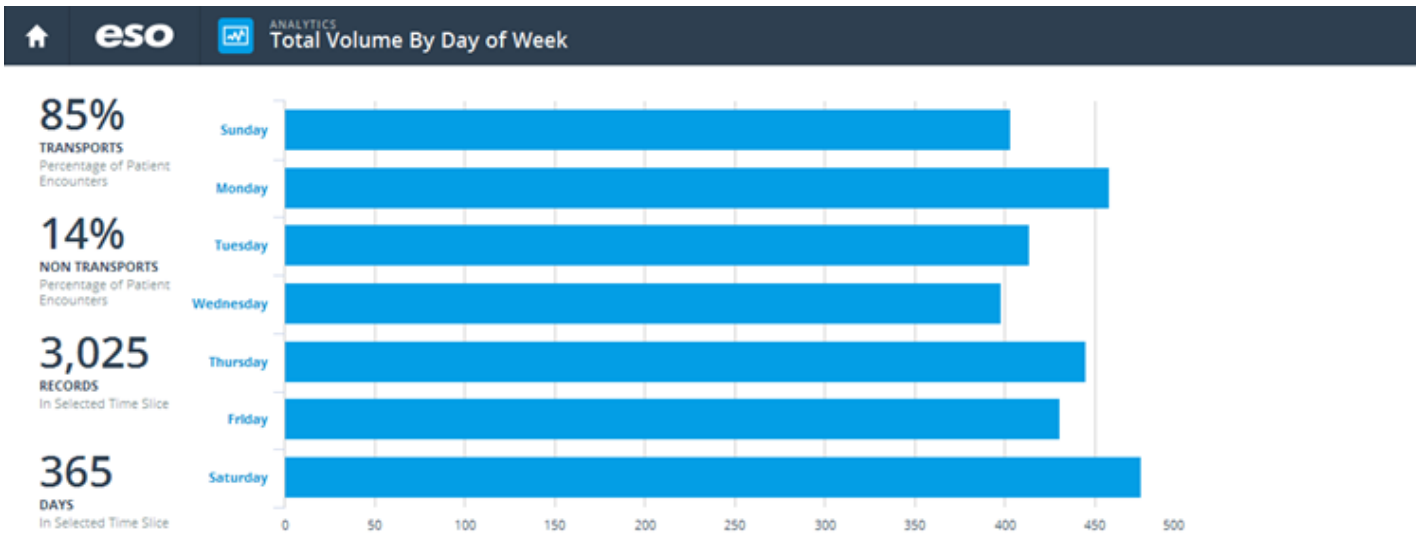




During a wildfire or even managed fires, the work can be extremely hazardous and is usually in very remote inaccessible locations. The Sedona Fire District assisted with the Sheridan fire located in Prescott, AZ by providing a Fire Line Medical Team. Having trained medical personnel nearby allows for quick treatment and rapid transportation to the closest most appropriate hospital for care. In addition to the revenue, wildland assignments provide your firefighters with valuable training in the event an incident occurs within the district.



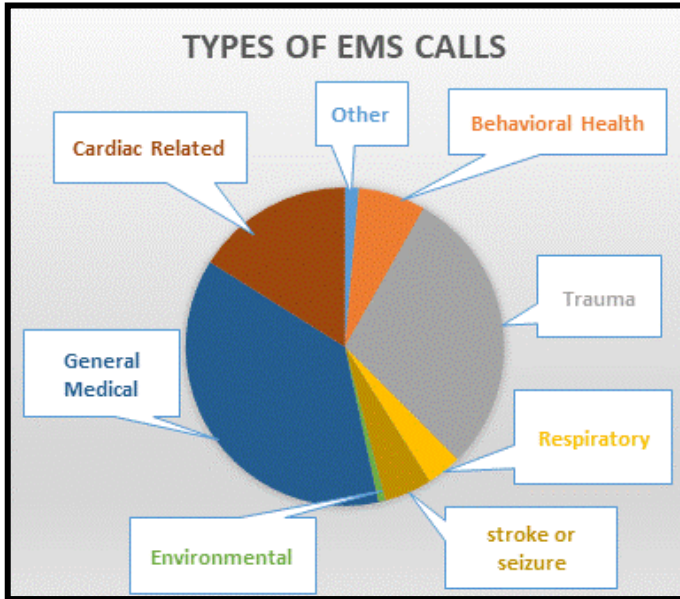
Making up almost 70% of all calls to SFD, EMS is the fastest-growing specialty of Fire District personnel, all of whom are either Emergency Medical Technicians (EMT) or highly skilled Paramedics. With much of EMT and Paramedic certification training conducted in-house, SFD personnel participate in or lead the EMS Continuing Education Program on EMS Skills Lab and CPR classes, Train the Trainer for the “Stop the Bleed” program, Regional Community Paramedicine Course, EMS Rapid Sequence Intubation (RSI) Classes, and Auto Stabilization Training. Response time is critical for a positive outcome in an emergency, and SFD gives great attention to arriving quickly and being prepared to handle all types of medical emergencies.



SFD staffs 4 ambulances that are strategically placed across the district. When an assigned ambulance is committed elsewhere we have to pull an ambulance from another station or our neighboring districts through mutual and auto aid. Although SFD was dispatched to 3130 EMS incidents 150 of those were handled by other agencies due to various reasons.

The Arizona Department of Health Services sets standards in EMS response times within a regulated area. The 2018 standard requires 90% of all calls have response within 10 minutes, 95% within 20 minutes, and a full 100% of calls have been responded to within 30 minutes.

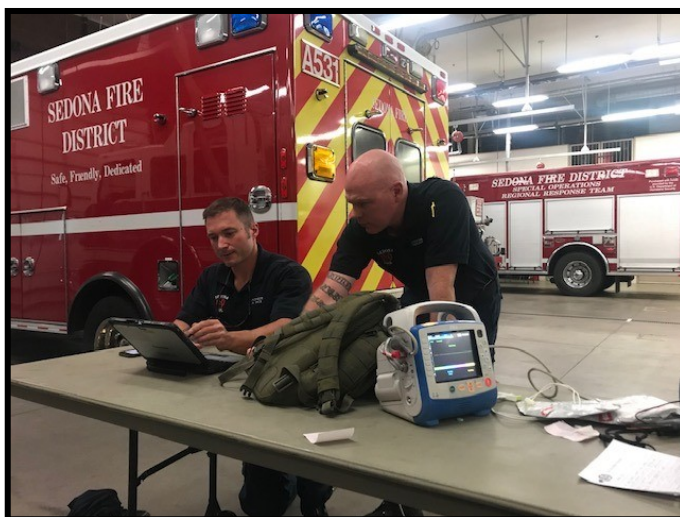
ADHS Response Time Requirements	SFD Response Times
10 minutes for 90%	10 minutes at 90.5%
20 minutes for 95%	20 minutes at 99.4%
30 minutes for 100%	30 minutes at 100%



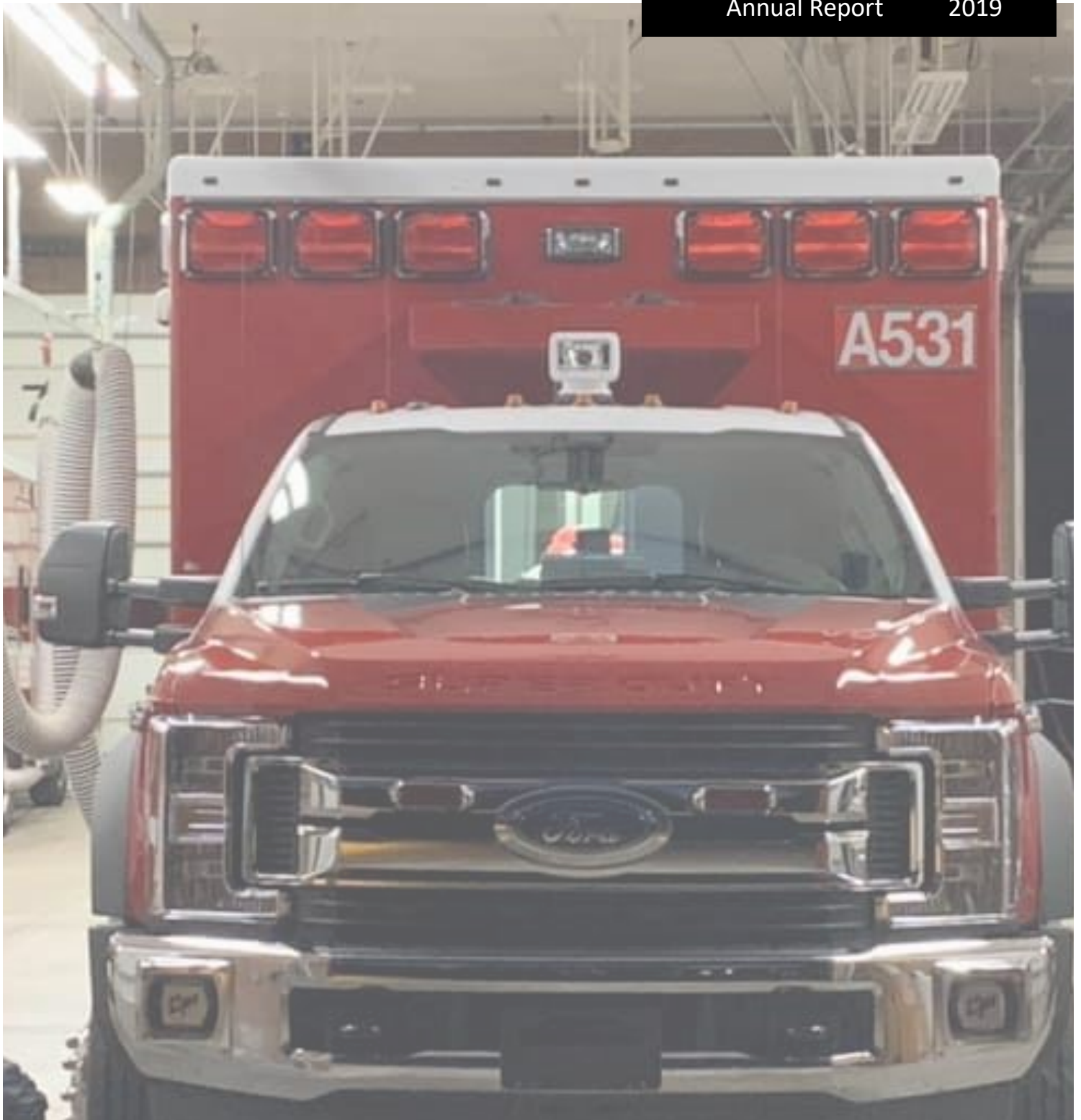
SFD Paramedics respond to various types of EMS calls. The chart reflects a breakout of general categories in which EMS calls are classified and illustrates the volume of each type.

Utilizing the Autopulse ensures consistent compressions and affords paramedics to monitor the patient's condition during transport.

SFD continuously seeks solutions for improving the quality of care for EMS patients. Often this is accomplished through technology. One of the changes SFD implemented was the use of a Zoll Autopulse which is a resuscitation system that provides high-quality automated CPR to victims of sudden cardiac arrest. The equipment is easy to use, battery-operated, automatically sizes to the patient, and squeezes the patient's entire chest to improve blood flow to the heart and brain all of which provides improves the quality of patient care. In addition to the Autopulse, SFD implemented a new electronic patient care reporting system. The software provides an integrated approach to patient care management that bridges the data gap between EMS and the hospital to support operational and quality process needs.



The EMS division is responsible for ensuring all medical protocols are adhered to, supplies and personal protective equipment is stocked, the staff is properly trained and maintains certifications, equipment and technology is in proper working condition, and patient medical records are documented and submitted for billing.



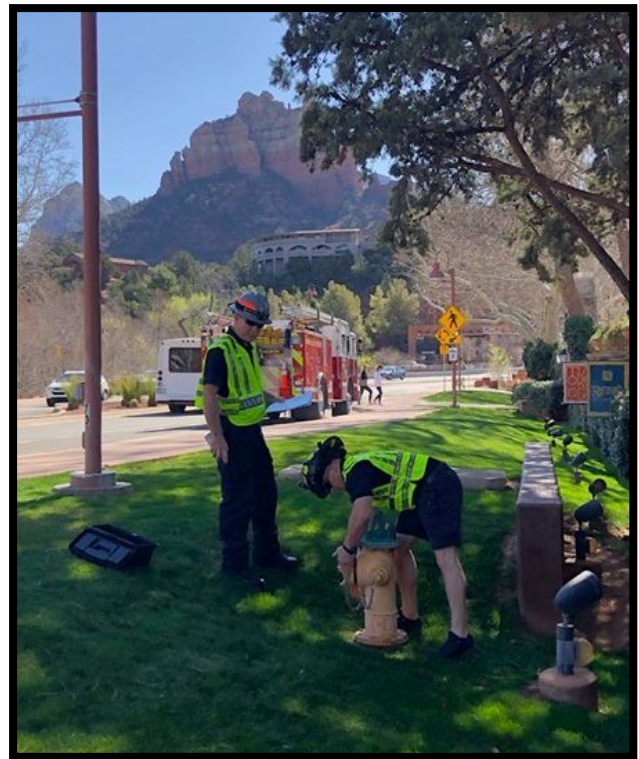
Pictured here is SFD's new ambulance at Station 3. The typical ambulance transport is approximately 50 miles round trip and mileage adds up quickly due to the call volume SFD responds to. As part of SFD's capital plan, the ambulance chassis are replaced on a routine basis. SFD evaluates the cost of repairs against the cost of replacing the chassis to ensure the proper timing of purchases to gain the most efficiency and cost-effectiveness. SFD's top-notch medical services and patient care includes ensuring safe transportation while transporting patients.

Fighting fires begins with safety education and risk assessment, or fire prevention. Led by the Fire Marshal, Community Risk Reduction (formerly known as Community Risk Management) is instrumental in community outreach and education, conducting plan reviews and building inspections, and investigating fires and hazards. Managing the Community Integrated Paramedicine (CIP) program, CRR assists select discharged patients during a transition period to wellness, resulting in a reduction of repeat calls to 911 and return to the hospital.

Installations, Inspections, and Permits	2018	2019	% Change
Infant Car Seat Installations & Inspections	29	19	-53%
Fire Inspections, Plan Reviews and Consultations	2617	3124	16%
Burn and Construction Permits	233	387	40%
Fees Collected	\$26,170	\$30,599	14%
Fire Activity			
Structure, Vehicle and Other Fires	80	56	-43%
Estimated loss	\$2,432,876	\$709,920	-243%
Property saved from loss (SFD responding)	\$125,876,841	\$103,414,580	-22%



Commercial Occupancy Inspections provide an opportunity for proactive, early identification of potential hazards, and a means to address them.



Hydrants are inspected annually to ensure they are operational and ready for use if needed. There are over 1250 hydrants in the district.



Typically fires are accidental, but to rule out arson, each fire must be investigated to determine the cause. SFD takes action to provide education to reduce the risk of fires.

Value- Property & Content

\$104.1 Million

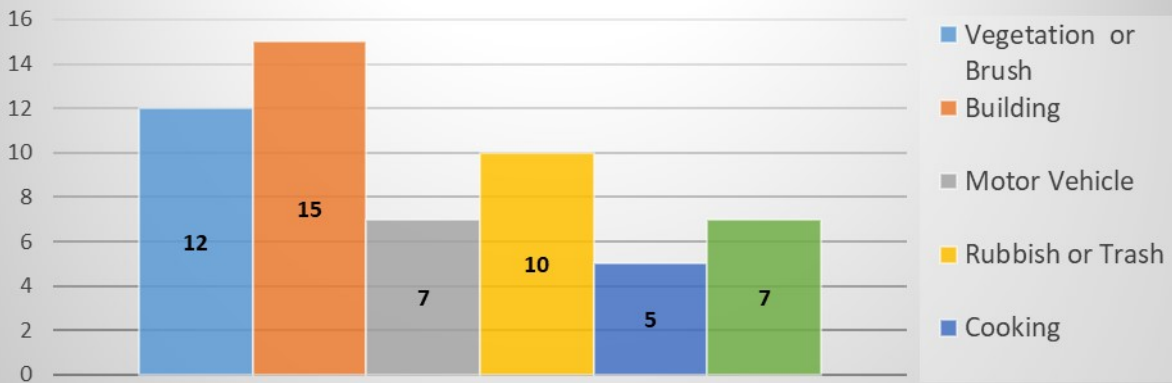
Property & Content Saved Value

\$103.4 Million

% of Property & Content Saved

99%

Types of Fires



Fires occur in many forms. Motor vehicle fires present unique challenges for firefighters because of the variety of situations and materials they may contain.



SFD responded to 12 vegetation/brush fires, some are considered wildland assignments depending on their location and other factors.



Every year SFD hosts an annual FireWise® Clean-Up program. Crews collect flammable vegetation from Sedona residents to reduce the fire danger. Hosting this event ensures residents have the opportunity to dispose of vegetation to protect their property from fire hazards.



Station No. 1
2860 Southwest Dr.
Built in 1990

Station 1 , located in West Sedona is SFD’s busiest station. It is staffed 24 hours a day with one Captain, one Engineer, and four firefighter / Paramedics. The fire district’s Administration staff, including the Fire Chief, Assistant Chief, Division Chief, Fire Marshal, two Fire Inspectors, and support staff are also on site. This building features the Administration office, a training room, and a public multipurpose room where the monthly Fire Board meetings are held.

This station houses a 2013 Fire Engine, a 2007 Platform Truck, 2 Ambulances (2016 & 2006), a 1999 Water Tender and a 2016 Ranger ATV.



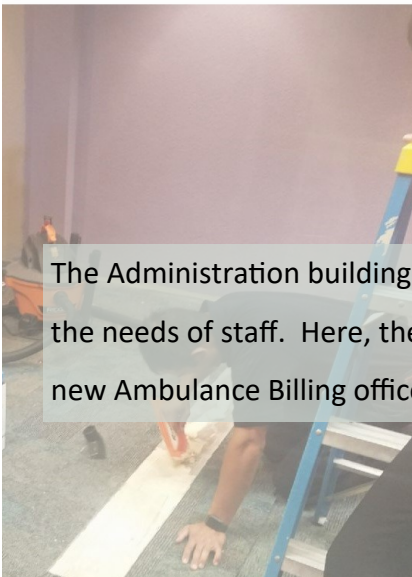
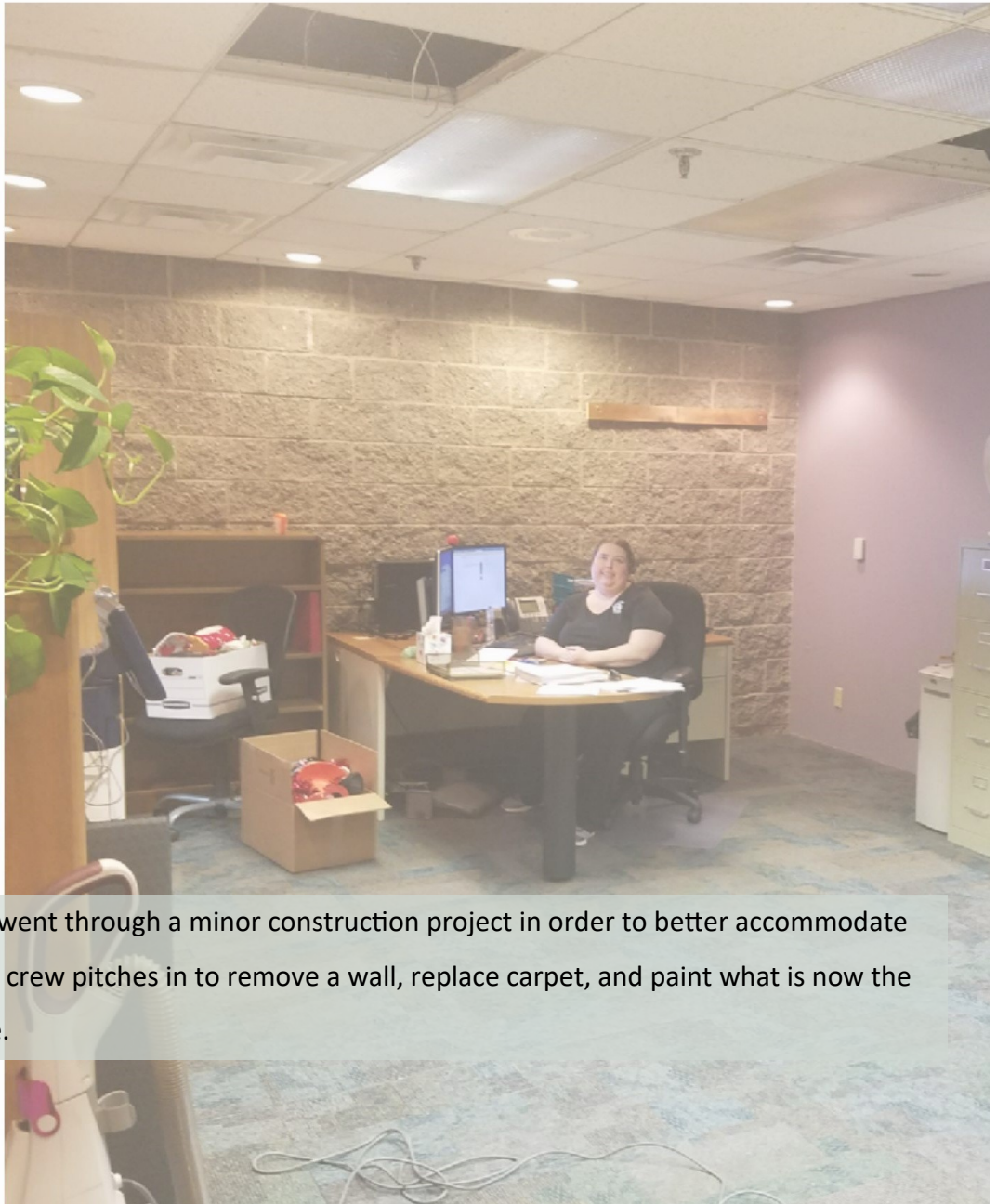
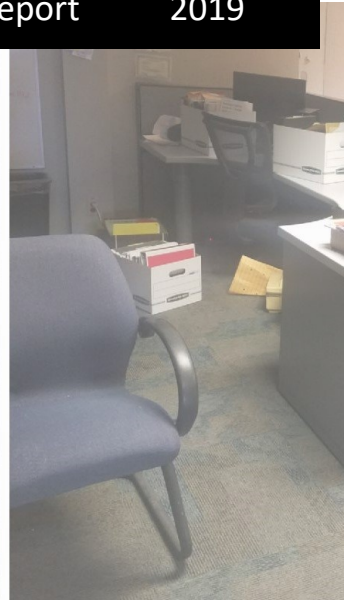
Securing/returning patient’s belongings sometimes requires creativity and extra effort.



Crews prepare for Chief Trautwein’s arrival painting the office and assembling furniture.



Crews bagged groceries to raise funds for local non-profit agencies for Thanksgiving .



The Administration building went through a minor construction project in order to better accommodate the needs of staff. Here, the crew pitches in to remove a wall, replace carpet, and paint what is now the new Ambulance Billing office.



Station No. 3
125 Slide Rock Rd.
Built in 1998

Located in the Village of Oak Creek, Station 3’s response area is comprised of both residential and commercial properties including several hotels, residential skilled nursing facilities, shopping and many popular hiking locations like Bell Trail. The station is staffed 24 hours a day with one Captain, one Engineer, and four Firefighters/Paramedics. The station features a community-use meeting space and has the second largest call volume in the district.

This station houses two Engines (1995 & 2005), two ambulances (2013 & 2008), a 1999 water tender, a 1999 Technical Rescue Truck, 1992 (Refurbished in 2008) Rescue, a 1999 Type 3 engine and a 1998 Type 6 Brush Truck.



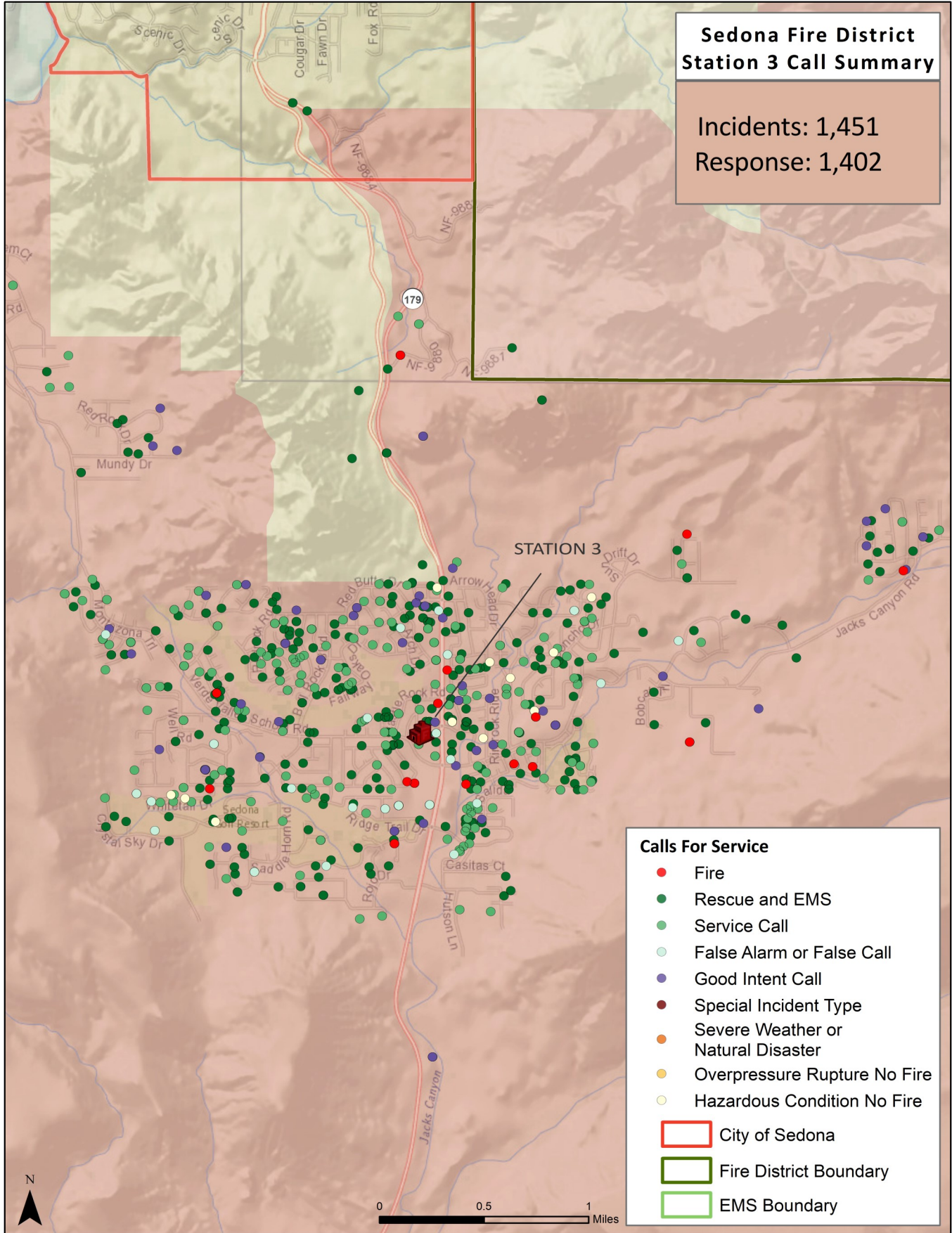
Crews respond to Medical Emergencies during snow storms.

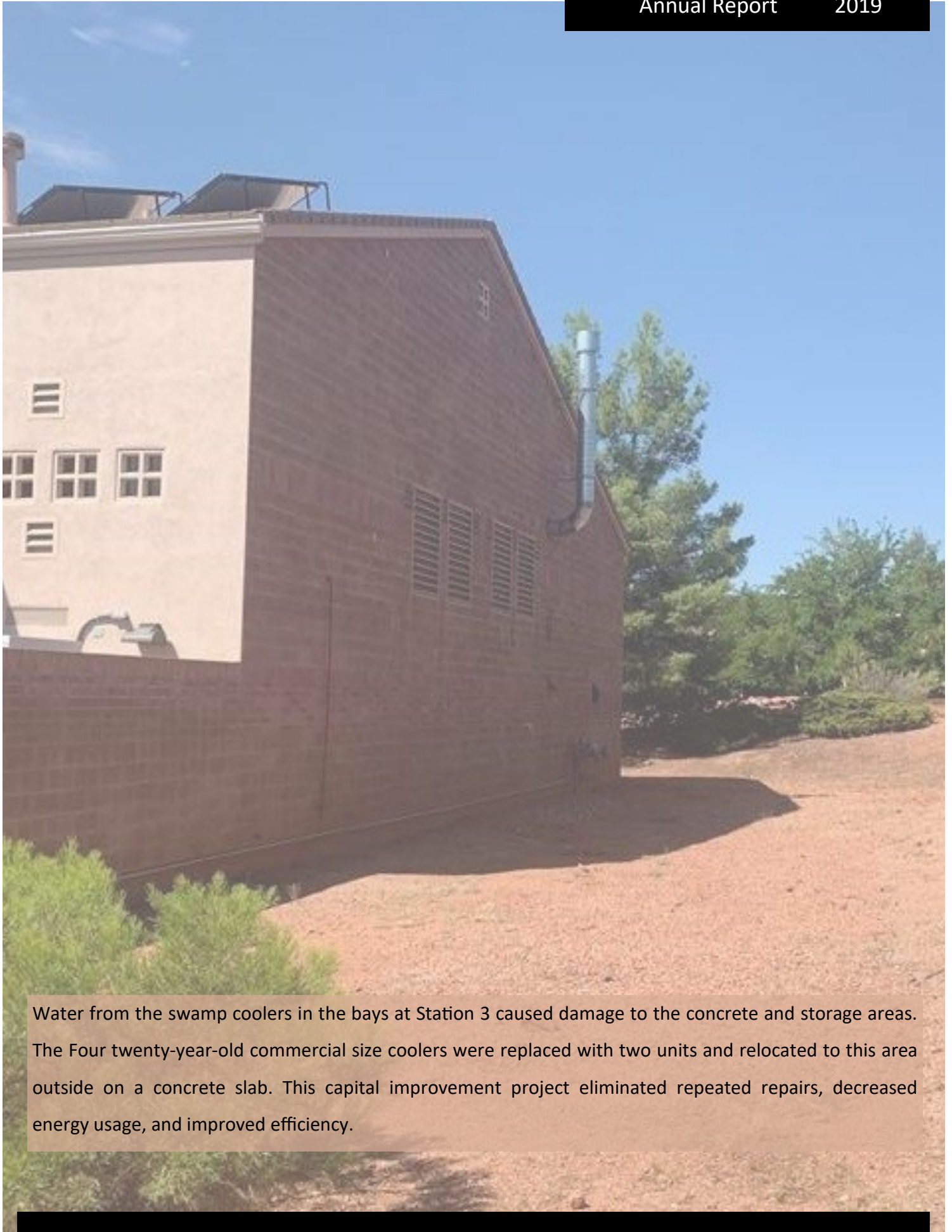


Celebrating Smokey Bear’s 75th Birthday with the United States Forest Service.



Crews conduct high angle rescue training such as rappelling operations and patient capture.





Water from the swamp coolers in the bays at Station 3 caused damage to the concrete and storage areas. The Four twenty-year-old commercial size coolers were replaced with two units and relocated to this area outside on a concrete slab. This capital improvement project eliminated repeated repairs, decreased energy usage, and improved efficiency.



Station No. 4
394 Forest Rd
Built in 1971

The oldest of SFD’s current firehouses, the Station 4 response area is comprised of both residential and commercial properties. Notable structures include Los Abrigados Resort, Tlaquepaque, and the uptown shopping area. The station is staffed 24 hours a day with one Battalion Chief, one Captain, one Engineer, and four Firefighters/Paramedics. This station is centrally located in the district, houses the Battalion Chief command center, and the former home of the dispatch center.

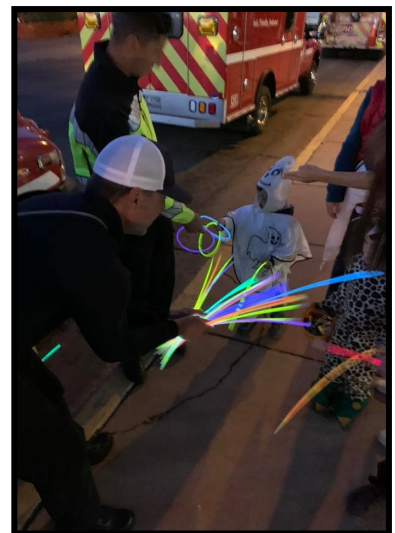
Station 4 houses two engines (2001 & 2009, two ambulances (2003 & 2016) and a 2007 ATV



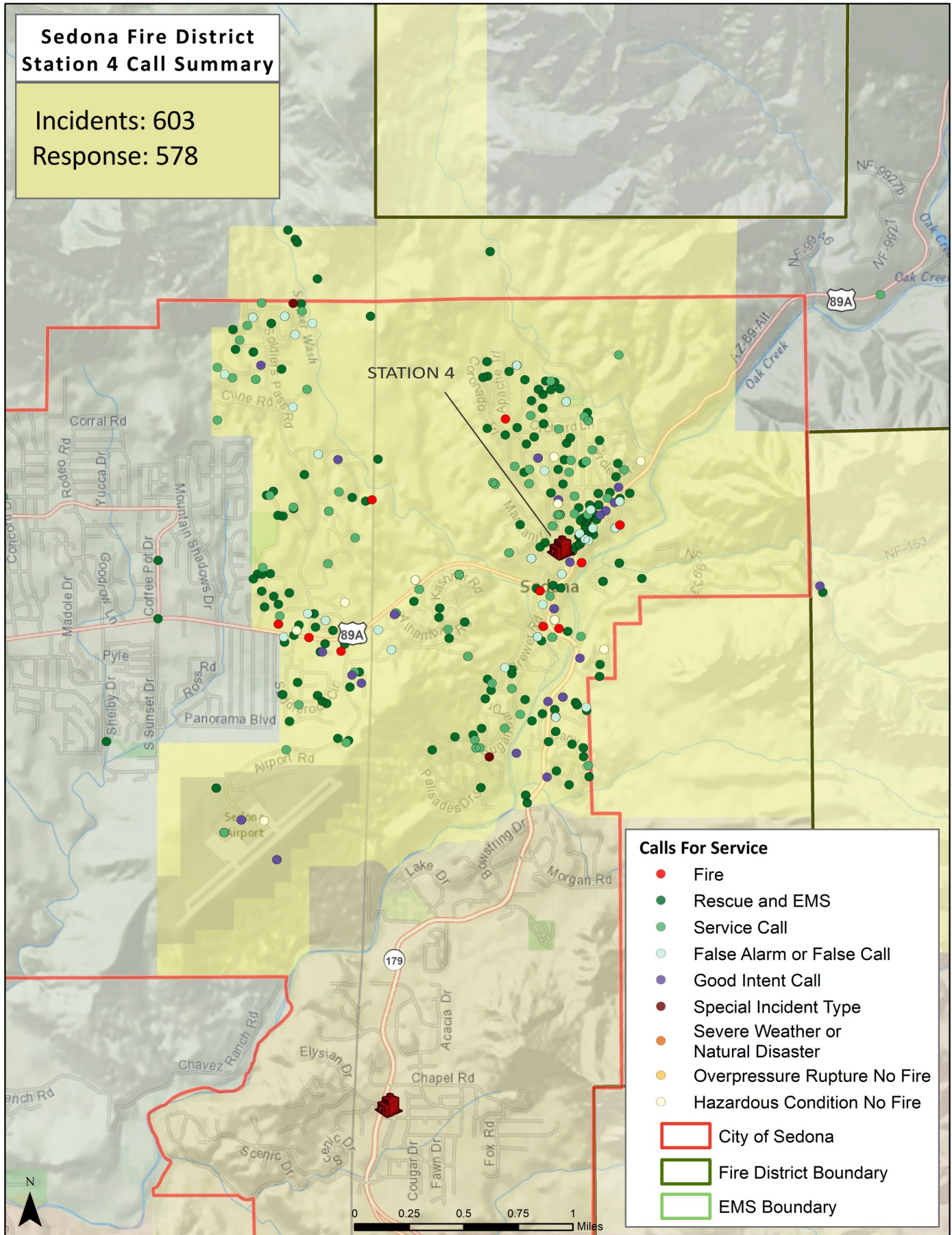
The “snowpocalypse” affected all crews who managed to respond to calls despite heavy snowfall.



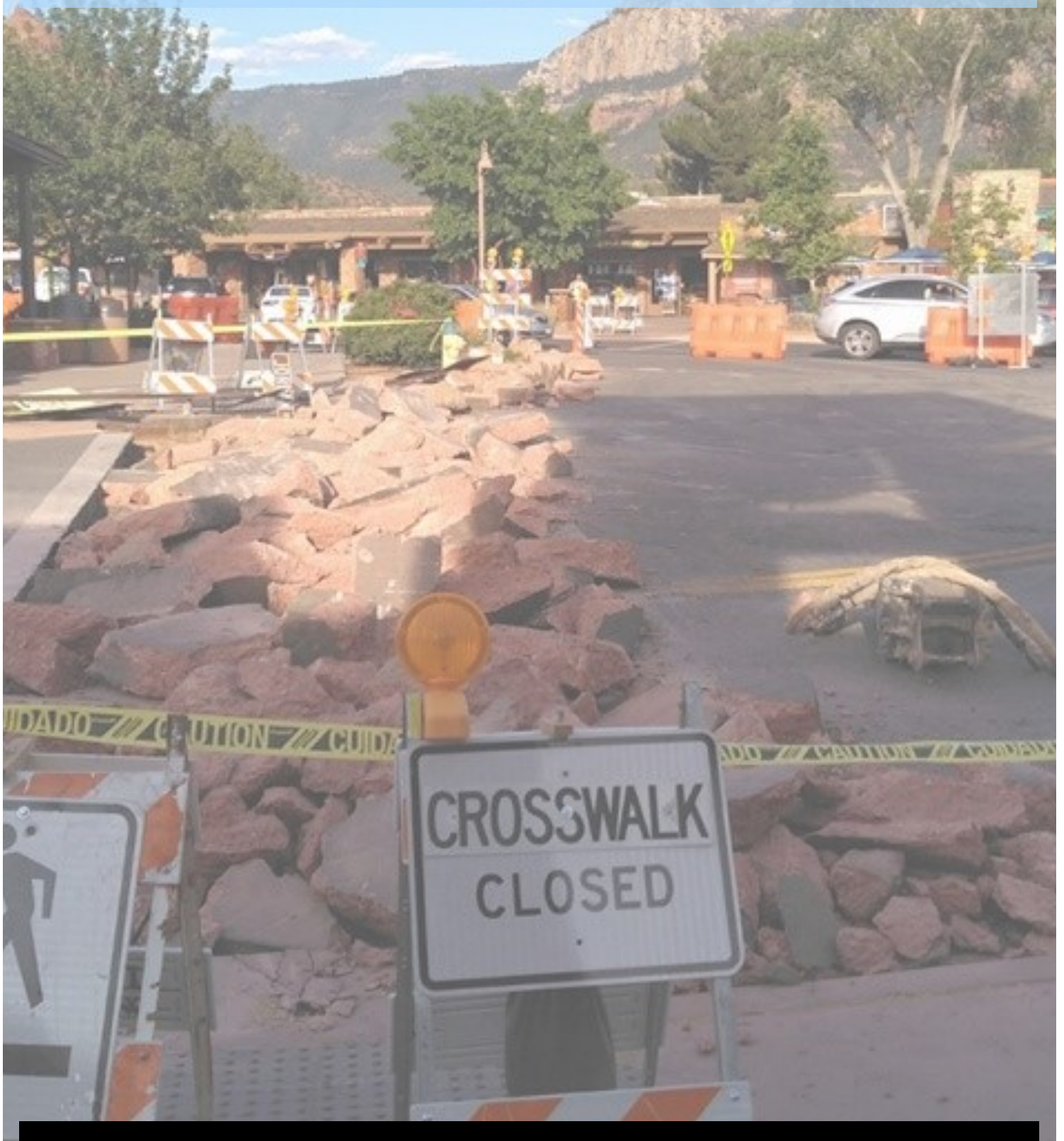
Training for wildland includes practicing the specific skill of fire shelter deployment.



In a time-honored tradition, crews promote safety during Halloween festivities



Change is a process and this was no different for the Uptown Roadway Improvement Project which began in June. During construction, congested traffic impacted SFD and businesses located in the area. The road construction added two roundabouts to improve traffic flow and safety, decrease delays, and create more opportunities for pedestrian access to Uptown businesses.



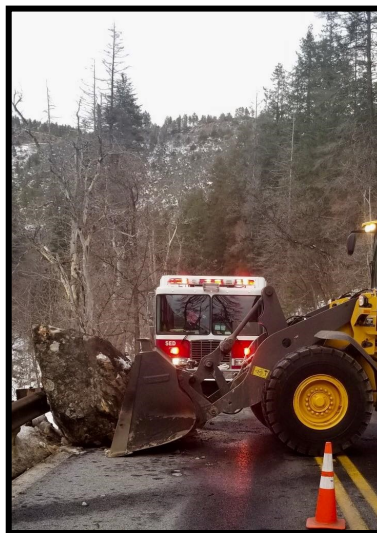


Station No. 5
3971 N. State Route 89A
Built in 1989

Nestled in Oak Creek Canyon, Station 5 responds to both residential and commercial properties in one of the most geographically diverse areas in the district, including active recreational areas such as Grasshopper Point and many popular trailheads. The station is staffed 24 hours a day with one Captain and one Engineer, the smallest regular crew SFD maintains. This station is located along Oak Creek Canyon to respond to the furthest north region of the district EMS response area and is regularly called as support or back up to other Station response areas.



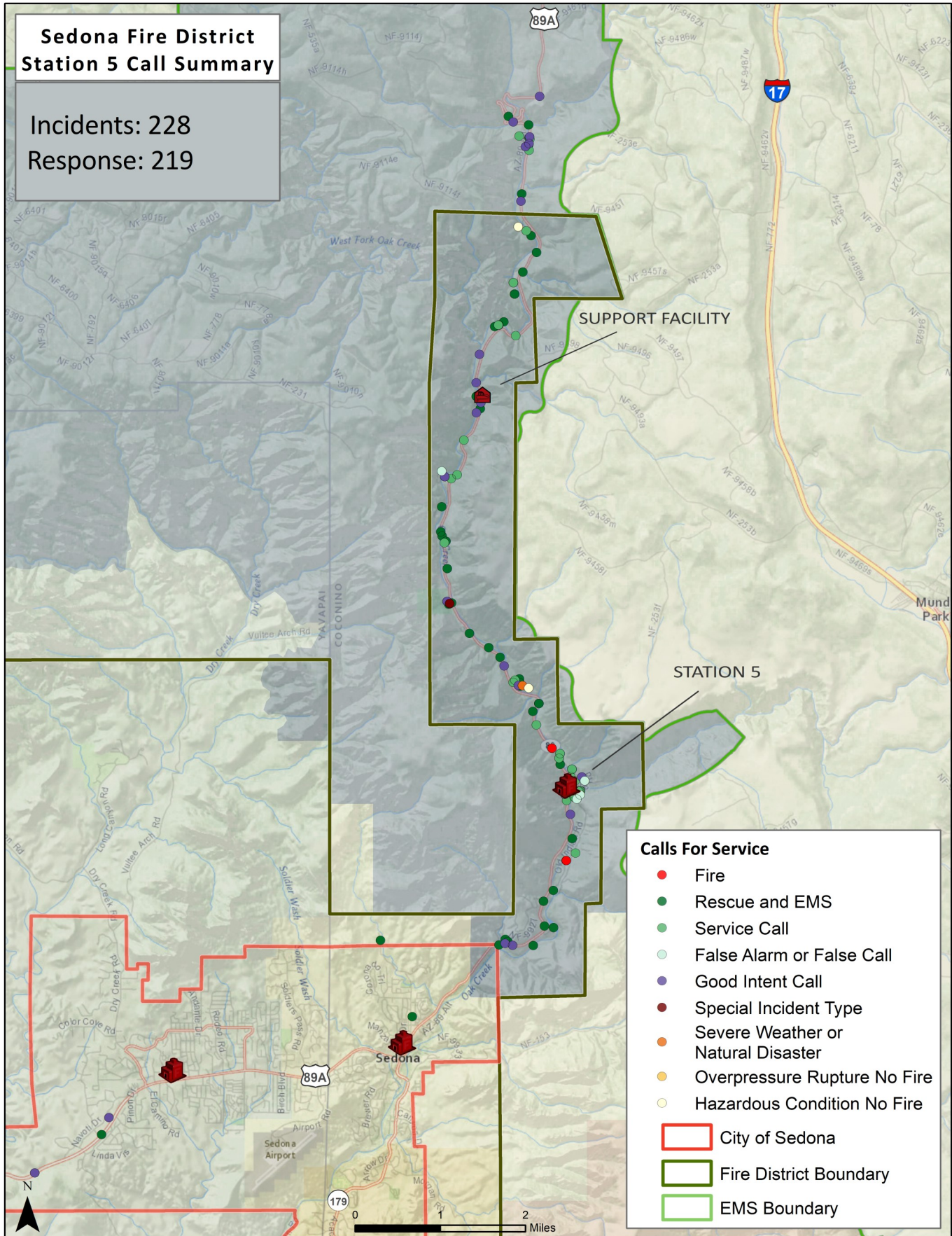
Crews clear the entry to the bays to prevent obstacles from snow when responding.



Road hazards include a massive boulder as a result of warming temperatures after snowfall.



Congested roadways increase risk of injuries; crews rescue a patient from a 75-foot fall.



Slide Rock State Park has always been a popular destination and this year was no different. An increase in visitors created a higher call volume than usual. Crews respond to Slide Rock for various reasons including motor vehicle collisions, illnesses, and traumatic injuries.





Station No. 6
2675 State Route 179
Built in 2014

Station 6 is the most recently added firehouse with a response area comprised of both residential and commercial properties. Notable properties include the heavily tourist visited Cathedral Rock Trail and Chapel of the Holy Cross. The station is staffed 24 hours a day with one Captain, one Engineer and two Firefighter/Paramedics and provides back up to neighboring response areas. This station features a state of the art conference room, the 911 Memorial, and the DPS Bruce Harrolle Memorial. Both memorials are open to the public. This station houses two engines and one ambulance.



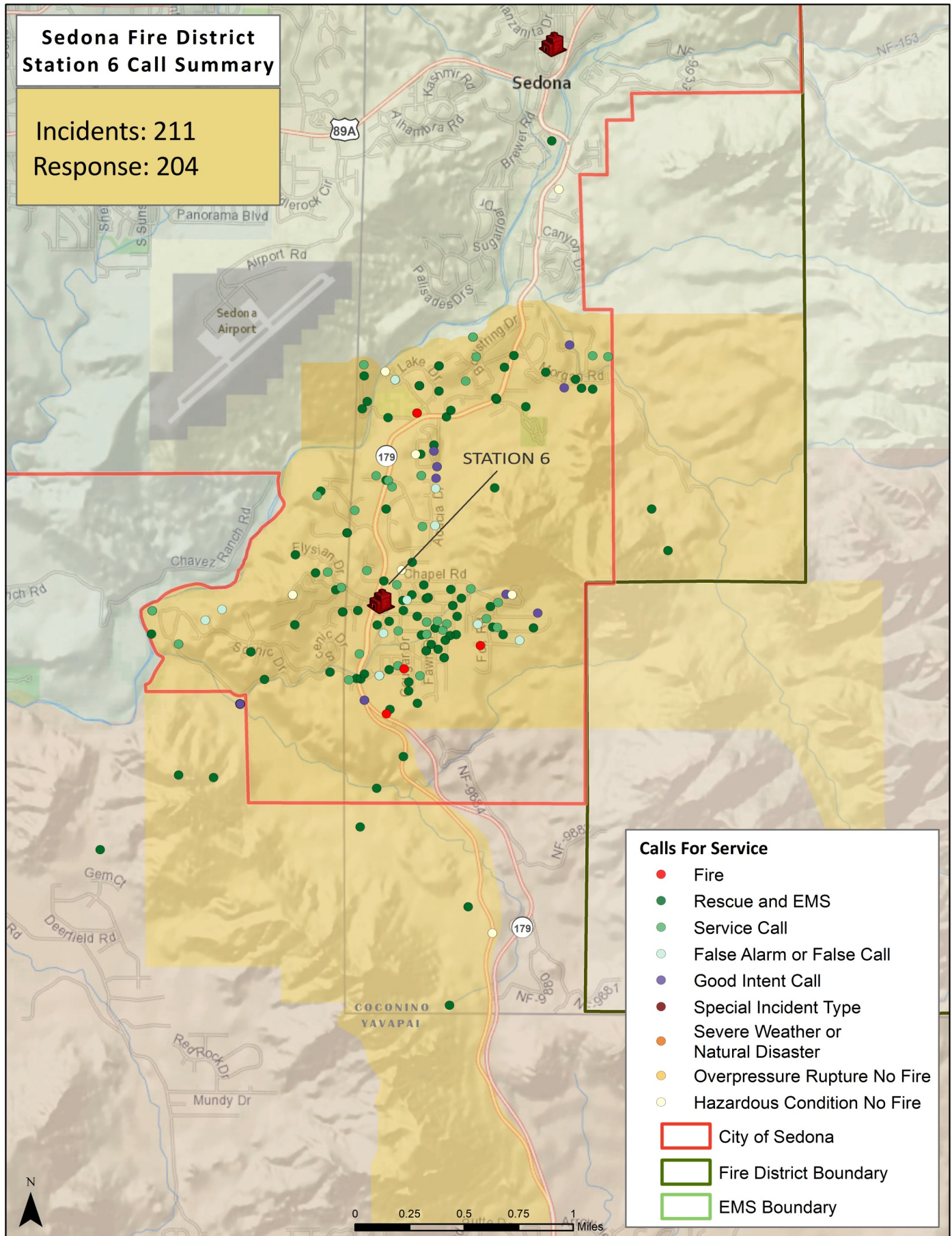
The "snowpocalypse", which broke record snowfall set in 1915, had a district-wide impact.

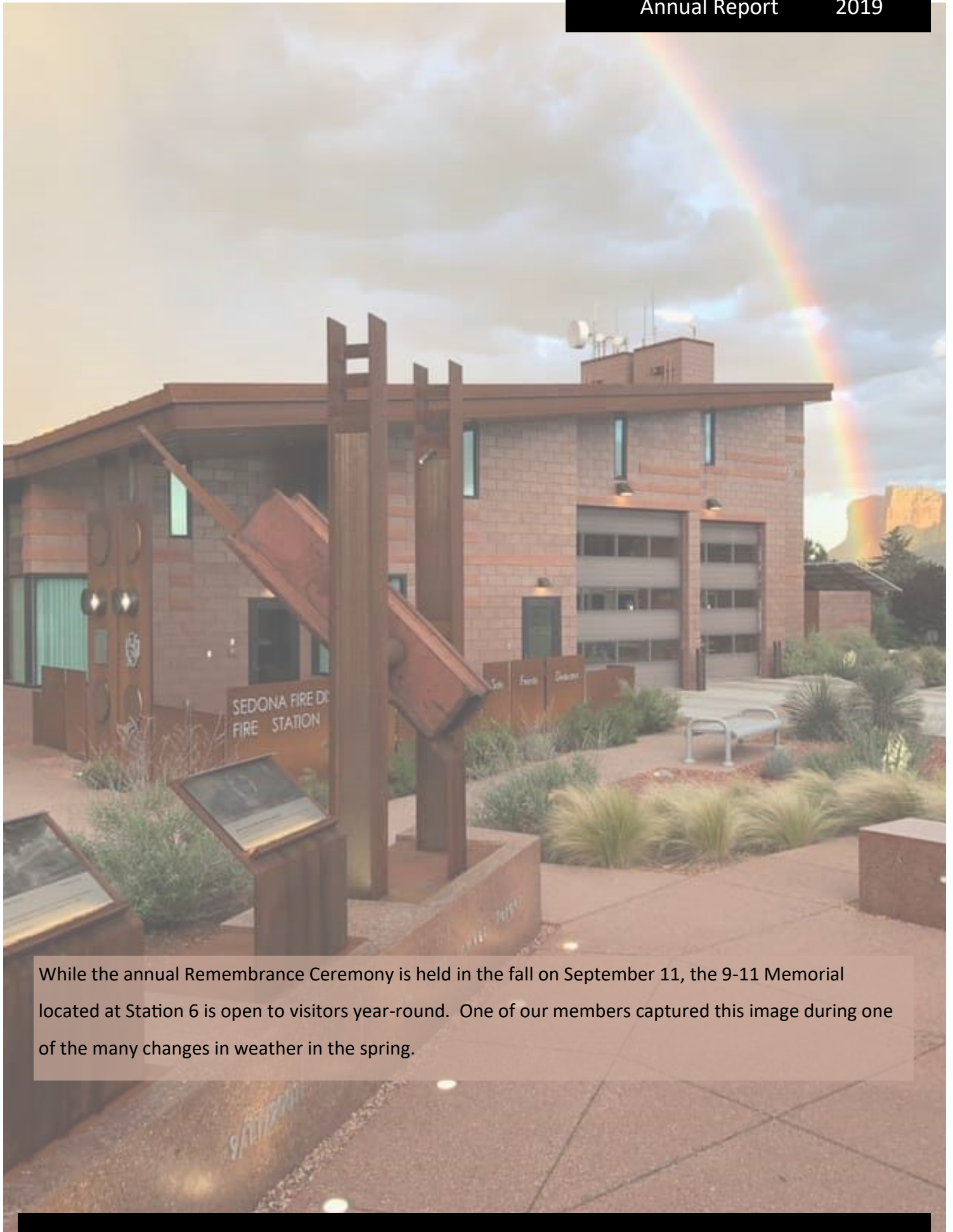


Maintaining physical fitness is vital to the overall health and wellness of our firefighters.



Crews train on deploying a master stream utilized during a defensive strategy.





While the annual Remembrance Ceremony is held in the fall on September 11, the 9-11 Memorial located at Station 6 is open to visitors year-round. One of our members captured this image during one of the many changes in weather in the spring.



The training division is responsible for conducting a training needs analysis which is used to determine training priorities for the upcoming year. This plan ensures we prioritize our training efforts appropriately while ensuring adherence to relevant standards. The success of this effort is not measured by the amount of training delivered, but the outcomes for the community. Some of the mechanisms we use to accomplish these goals include:

- Ensuring equipment is properly used and maintained.
- Delivering initial and reoccurring training
- Identifying and correcting knowledge gaps identified in post incident reviews.
- Staying abreast of emerging threats and coordinating the needed training to keep our members and the community safe from these threats.



Members of the Technical Rescue Team (TRT) are required to attend a specific number of training drills each year, enabling them to meet current hour requirements and maintain current certification. This skillset is one of the most important SFD must maintain given the topography in the area and the number of calls requiring this service. Technicians must be able to establish a safe environment for both patients and responders during application.

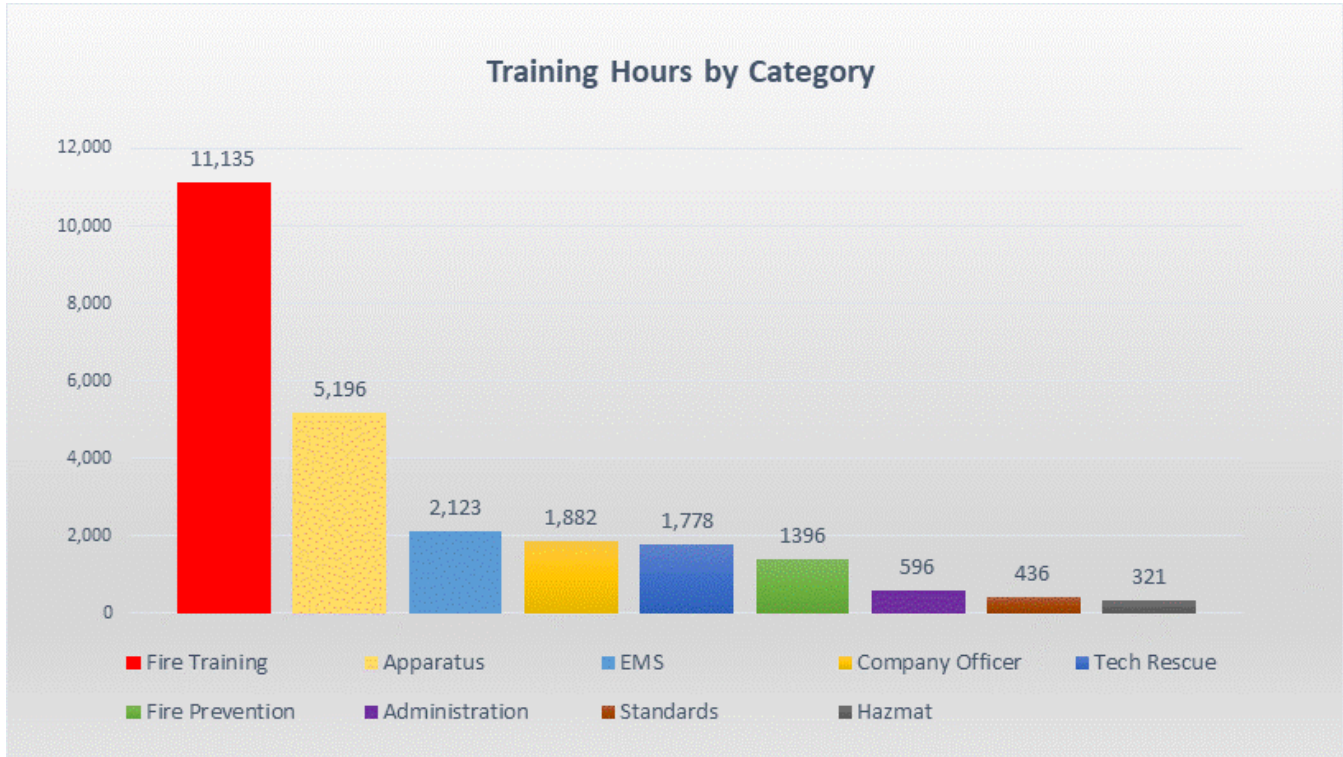


Extrication / Vehicle Stabilization training prepares crews for the logistical work necessary for the successful extrication of patients involved in motor vehicle collisions. There are a lot of steps and considerations to be taken into account before rescue can begin. This annual training focuses on skills for disentanglement, the performance of stabilization, and fresh material as it relates to newer technology involving automotive design.



Service	Community Outcome Goal
Fire Suppression	An effective concentration of resources shall arrive within time to be capable of containing the fire, rescuing at-risk victims and performing salvage operations while providing for the safety of the responders and general public.
Emergency Medical Services	Arrive in a timely manner with sufficiently trained and equipped personnel to provide medical services that will stabilize the situation, provide care and support to the patient and reduce, reverse or eliminate the conditions that have caused the emergency while providing for the safety of the responders. When warranted, timely transportation of patient(s) to appropriate medical facilities shall be accomplished in an effective and efficient manner.
Vehicle Extrication	Arrive in a timely manner with sufficient resources to stabilize the situation and extricate the patient(s) from the emergency situation or location without causing further harm to the patient, responders, public and the environment.
Technical Rescue	Arrive in a timely manner with sufficient resources to stabilize the situation and establish an action plan for the successful conclusion of the incident, working in conjunction with specially trained and organized regional resources to perform the necessary rescue functions while providing for the safety and security of the responders, public and the environment.
Wildland Fire Response	Arrive in a timely manner with sufficient resources which possess the requisite training and experience to reduce the size, severity, and damage caused by a wildland fire. These resources should be trained and equipped to integrate effectively with other responding agencies. They must also be able to accurately prioritize and facilitate actions to ensure evacuation and property conservation actions are as effective as possible.

Training is a critical component to operational success and safety. SFD focuses training on readiness and safety in the areas list below.



One of the most important certifications is a medic certification. SFD's response model for medical emergencies is to have four personnel with a minimum of two trained at the paramedic level. Firefighters Granada, Winn, and Derringer obtain their certifications.



The training division's core group consisting of the Division Chief, Training Officer, Fleet Mechanic, Captains, and Engineers developed an Engineer's Program. SFD hosted the academy where Twenty-four members attended the two-day training.

Water Tender operations is an important skill to hone as crews may be asked to operate in areas with limited or no water available. Sometimes the only way to get water into many areas for fire suppression activities is for SFD to haul it.



ADMINISTRATION & FINANCE

Administration provides behind the scene support to all areas of SFD including contract administration; Community Risk Reduction; liaison with the Fire Board; reception and customer support. Administration is also responsible for many of the written materials that are developed for use either internally or externally, such as the Strategic Plan, Annual Report, Monthly Fire Chief Report, project proposals, meeting minutes, policies and procedures, legal notices, public information, etc. for the efficient daily administrative functions of the Sedona Fire District.

Human Resources is responsible for employee relations including regulatory and legal compliance, benefits administration, screening, hiring and onboarding new personnel, promotional testing, policy and procedure design/implementation, performance assessments, and management training initiatives.

Finance is responsible for all aspects of accounting: budget preparation; monthly financial reports; capital assets and depreciation; coordination of risk management insurance policies and claims; annual audit; annual Department of Health Services reporting and rate increases for ambulance services; grant accounting and billings; accounts payable/receivable; bi-weekly payroll and reporting and ambulance billing which generates a major source of district income.

GEOGRAPHICAL INFORMATION SYSTEMS

SFD employs a Geographical Information Systems (GIS) Technician to collect GIS datasets from various agencies and merge files utilizing GIS processes, procedures, and software for monthly updates ensuring GIS data changes are made. Updates are made to maps for Computer-Aided Dispatch and used by operational personnel as new data is received relative to new subdivisions, developments, trailheads, and other projects.



The Administration and Support Staff work together behind the scenes in numerous situations ensuring the business needs of the district are met while the firefighters respond to incidents requiring various services.



GIS provides various data information in a visual format and with many layers, providing multiple opportunities for analyzing data.

TELECOMMUNICATIONS

TeleComm, or Information Technology (IT), services all the data, communications, and equipment needs of SFD including Microwave and radio towers, radio transmission and receiving sites, vital mobile and handheld radio equipment, and all of the software and data needs of District personnel. The main job functions include:

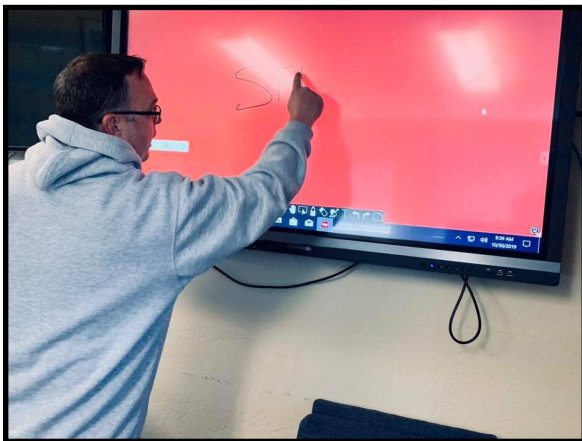
- Maintain network connectivity and IT server performance at 99.999%.
- Update microwave sites and radio equipment.
- Provide support services for the Sedona Police Department and Copper Canyon Fire & Medical District.
- Integrates with the Cottonwood Regional Communication Center to connect radio and microwave systems to provide dispatch services to the Sedona Fire District.
- Manage all technical data and communication needs of the District.

FLEET AND MAINTENANCE

The Fleet Division provides repair and preventative maintenance services for the district’s forty-one light-duty to heavy-duty vehicles. The Fleet Division has one full-time technician, a volunteer, as well as one central garage located at Station 1. Its primary mission is to:

- Provide preventative service and repair maintenance to SFD rolling assets
- Track/implement/record work orders and periodic scheduled maintenance (PMI's)
- Ensure that all SFD tactical vehicles are mission-ready

As of 2018, a cloud-based maintenance management system, provided by Ron Turley Associates of Glendale, AZ (RTA), has been spun-up as the SFD fleet maintenance, work order and cost tracking, and periodic scheduled maintenance system. The process is 100% cloud-based, with a yearly subscription.



Today's fire service is technologically advanced. SFD's Telecommunications Division helps meet our increasing technology needs.



SFD's fleet consists of 41 different apparatus and is maintained by one technician who ensures they are available for response. The apparatus includes both heavy-duty and light-duty vehicles.



On September 3, 2019 SFD held a transfer of command ceremony where Interim Fire Chief Jayson Coil swore in Jon Trautwein as the new Fire Chief of the Sedona Fire District.

This year, SFD concentrated efforts on a search for our new fire chief. This included undergoing a complete job analysis to identify the responsibilities and core competencies of the position. This process included defining the knowledge, skills, abilities, and personal characteristics necessary to fulfill those responsibilities as well as fit within the Sedona Fire District culture. Once the analysis was complete, SFD launched its search and had a comprehensive application process which ended in offering the position to Fire Chief Jon Trautwein. This was one of many changes and accomplishments achieved throughout the year. Every year SFD chooses outstanding employees to recognize their efforts and celebrate their accomplishments.

2019 Awardees

Firefighter of the Year – Firefighter/Medic - Matt Price

A non-officer who has made the most significant contribution to the District during the past year. The recipient of this award will have an exemplary work ethic and strive steadily for their own improvement and the betterment of others. Also designated as the Masonic Firefighter of the Year, this is the highest award bestowed annually on a non-officer.

Officer of the Year – Assistant Chief Jayson Coil

An officer who has made the most significant contribution to the District during the past year. The recipient of this award will be a strong, forward thinking leader who faces challenges head-on and inspires their team to deliver with compassion and commitment.

Administrative/Support Employee of the Year - Payroll & Benefit Specialist Branda Brothers and Executive Assistant to Leadership Kerrie Tarver

An employee in Administration, Community Risk Reduction, Telecommunications/IT, GIS, or Fleet who contributed significantly to the District during the past year. The recipient of this award will be committed to excellence and dedicated the betterment of the District as a whole. Contributing time and effort to exhibit the core values of the organization, the recipient is also recognized as the Masonic Administrative/Support Employee of the Year.

Community Service Award – Division Chief Ed Mezulis

An SFD employee or employee group that demonstrated outstanding performance and dedication to the citizenry of Sedona and the surrounding communities. The recipient of this award will be actively involved in the community participating in volunteerism, sponsorship, mentorship, and/or general community service.

Outstanding Citizen/Community Organization – Karen and Leonard Barrow of Toys for Tots:

This award recognizes citizens or local organizations that exhibit outstanding achievement, community service, and partnership.

Unit Citation Award – C3 crew VOC Chase Bank incident on November 21, 2019

Captain Eric Lewis, Engineer Michael Pace, Firefighter Brent Johnson, Firefighter Geoffrey Butler and Firefighter Seth Gaillard

An SFD operational crew, unit, or group that has demonstrated outstanding performance of their duties, well above and beyond the standard. The recipients may be recognized for a single act of exceptional effort, for generally exceeding expectations throughout the year, or for an unusually challenging assignment.

2019 Promotions

- Promoted to Assistant Chief - Jayson Coil
- Promoted to Battalion Chief - Jordan Baker
- Promoted to Captain - Todd Miranda

Name	Rank	Years of Service	Name	Rank	Years of Service
Kirk Riddell	Engineer / EMT	29	Brian Ford	Captain / Paramedic	11
Jeff Scalf	Engineer / Paramedic	29	Todd Miranda	Firefighter / Paramedic	11
Tim Kriegel	Engineer / Paramedic	29	Andrew Johnson	Engineer / Paramedic	11
Josh Maxwell	Engineer / Paramedic	23	Lars Romig	Firefighter / EMT	11
Jeff Wassell	Captain / Paramedic	22	Michael Sheehan	Mechanic	9
Mark Rippy	Captain / Paramedic	22	Jon King	Engineer / Paramedic	9
Sean Chartier	Engineer / EMT	22	Eric Walter	Fire Inspector	9
Brian Espiau	Engineer / Paramedic	22	Jeremy Harris	Telecom. Technician	9
Ralph Kurtz	Captain / EMT	22	Greg Eberlein	Acting Captain / Paramedic	8
Buzz Lechowski	Battalion Chief	22	Kai Kincheloe	Firefighter / Paramedic	8
David Cochrane	Battalion Chief	22	Rich Scala	Telecom. Radio Technician	8
Jayson Coil	Interim Fire and Assistant Chief	21	Jeremy Lilly	Firefighter / Paramedic	8
Angel Morales	Captain / Paramedic	20	Jonathan Scaife	Firefighter / EMT	8
Gary Davis	Firefighter / Paramedic	20	Jacob Hanna	Firefighter / Paramedic	7
Donnie Arwine	Captain / Paramedic	19	Tyler Woo	Firefighter / EMT	7
Ed Mezulis	Division Chief	19	David Yingling	Firefighter / Paramedic	7
Pat Ojeda	Captain / Paramedic	19	Marc Howard	Firefighter / EMT	6
Jamie Ingrao	Engineer / EMT	18	Isaiah Moore	Firefighter / Paramedic	6
Jordan Baker	Acting Battalion Chief	17	Kyle West	Firefighter / Paramedic	6
Michael Duran	Training Officer	17	Jesse Cave	Firefighter / EMT	6
Rodrigo Sanchez	Captain / Paramedic	17	Philip Bruglio	Firefighter / Paramedic	5
Allen Schimberg	Engineer / Paramedic	17	Matt Price	Firefighter / Paramedic	5
Jarrett Tarver	Captain / EMT	17	Jodi Fowler	Administrative Specialist	4
Paul Chabot	Firefighter / EMT	17	Donald Minardi	Firefighter / Paramedic	4
Casey Carr	Captain / EMT	16	Sam Frye	Firefighter / EMT	4
Rick Evans	Fire Inspector	16	Nic Granada	Firefighter / EMT	3
Matt Fischer	Firefighter / EMT	16	Richard Winn	Firefighter / EMT	3
Ryan Fischer	Engineer / EMT	16	Adam Deringer	Firefighter / EMT	3
Shawn Foster	Firefighter / Paramedic	16	Jon Davis	Fire Marshal	3
Joe Kinzel	Firefighter / EMT	16	Geoffrey Butler	Firefighter / EMT	2
Marcus Koistinen	Firefighter / EMT	16	Joshua Combs	Firefighter / EMT	2
Jamey Kreun	Engineer / Paramedic	16	Jeffrey Hamm	Firefighter / Paramedic	2
Millan Zorita	Firefighter / Paramedic	16	Mark Essary	Firefighter / EMT	2
Bob Motz	Telecomm Supervisor	15	Tyson Harding	Firefighter / EMT	2
Mark Beneitone	Captain / EMT	14	Jeremy Vargus	Firefighter / EMT	2
Keith Christofferson	Engineer / Paramedic	14	Kevin Ahlers	Firefighter / EMT	2
Brent Johnson	Firefighter / Paramedic	14	Seth Gillard	Firefighter / EMT	2
Eric Lewis	Captain / Paramedic	14	Amy Hedman	Billing Specialist	2
Joe Pace	Firefighter / Paramedic	14	Heidi Robinson	Director of Administrative Services	1
Mike Pace	Engineer / Paramedic	14	Kerrie Tarver	Administrative Specialist	1
Alfonso Puyana	Firefighter / Paramedic	14	Branda Brothers	Payroll / Benefits Specialist	1
David Rodriguez	Captain / EMT	14	Joe Diaz	Firefighter / EMT	1
Josh Wells	Captain / Paramedic	14	Mark Feeney	Firefighter / EMT	1
Kris Ahern	Billing Specialist	14	Sandeep Grewal	Firefighter / Paramedic	1
Keona Freeman	HR Specialist	14	Taylor King	Firefighter / EMT	1
Carla Dufort	Administrative Specialist	13	Kyler Tarver	Firefighter / EMT	1
Cooper Carr	Engineer / EMT	12	Jon Trautwein	Fire Chief	<1
			Emily Garding	GIS Analyst	<1

Retirements

Tammy Schuerman GIS Specialist

29



Through all the changes, SFD continues to realize, it's the little things that make someone's day. People can count on SFD to look for opportunities to solve problems, turning a stressful moment into a brighter day.