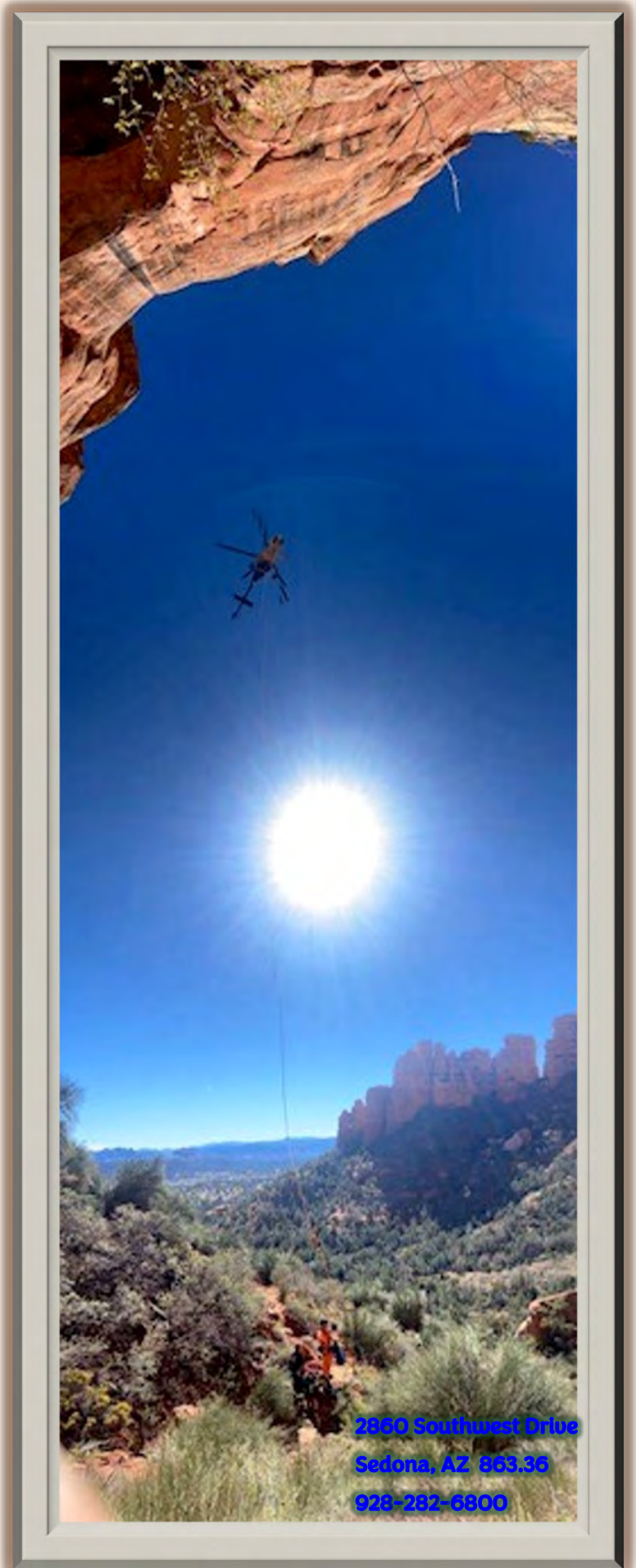


Sedona Fire District

Safe, Friendly, Dedicated



2022 **Annual** **Report**



2860 Southwest Drive
Sedona, AZ 86336
928-282-6800

Sedona Fire District Annual Report for Fiscal Year 2022



Dear Community Members and Stakeholders,

Sedona Fire District is pleased to present the Sedona Fire District's Annual Report of the Calendar Year of 2022. This report aims to provide you with an overview of our achievements, challenges, and initiatives undertaken throughout the year.

2022 was a year of resilience, adaptability, and unwavering commitment to our mission of protecting lives and property while serving our community with integrity and professionalism. Despite the unique challenges posed by the ongoing pandemic, the Sedona Fire District remained dedicated to delivering exceptional emergency services and ensuring the safety of our residents, visitors, and employees.

Looking ahead: as we move forward, the Sedona Fire District remains committed to enhancing our capabilities, adapting to evolving needs, and meeting the highest standards of service excellence. We will continue investing in technology, training, and partnerships to ensure our personnel are equipped with the tools and skills necessary to deliver the best possible emergency services to our community.

We extend our gratitude to the community, our partners, and all stakeholders for their continued support. Together we will strive to create a safer and more resilient Sedona.

Respectfully,

Fire Chief

Sedona Fire District

Key Highlights of 2022

Community Risk Reduction

- ◆ SFD continued our efforts to engage and educate the community on fire prevention, safety & emergency preparedness through various outreach programs including school visits, community events, and virtual platforms
- ◆ Firefighters actively participated in community events, collaborating with local organizations to promote safety initiatives, such as Smoke Alarm installation programs and CPR training.

Response & Preparedness

- ◆ SFD's highly skilled and dedicated emergency response teams consistently demonstrated their professionalism and readiness. They swiftly responded to a significant number of emergencies, including fires, medical incidents, hazardous material incidents and rescues.
- ◆ SFD focused on maintaining our state-of-the-art equipment, ensuring that our personnel have the necessary resources to provide efficient and effective emergency services.

Health & Wellness

- ◆ In FY 2022, SFD took significant strides in prioritizing the health and wellness of our personnel. SFD implemented comprehensive programs aimed at addressing mental health, physical fitness, and overall well-being ensuring that our firefighters are ready to face the demanding challenges of their roles.

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, 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; and,
 - ⇒ Teamwork, working together for a common goal.



From the Fire Chief

This past year Sedona Fire has experienced a lot of change!

SFD completed a transition from a combined Department to a full-time professional organization almost 20 years ago. Many of the staff that helped steer that process are now reaching the tail-end of their public safety career. 2022 marked the beginning of a 5-year wave of changes due to retirements and other organizational opportunities.

With the announcement of Fire Chief Trautwein's retirement in the summer of 2022, we conducted an internal Fire Chief's Assessment process and I was fortunate to be selected as the next Fire Chief. I was humbled to be chosen for this role and believe that my 23 years of service to our District has prepared me to help make this organization the best and safest place to live, work, and play.

We welcomed three new firefighters this year, as well as additions to our IT and GIS divisions. We continue to recruit top-notch professionals across our organization, improving service delivery and increasing efficiencies.

We will continue to take advantage of our human resources and leverage their talents to improve the service we deliver to both internal and external customers.



Cheers to a busy year and an exciting future here at Sedona Fire District!
~ Fire Chief Ed Mezulis



Fire Chief Promotion

In September, SFD promoted Ed Mezulis to Fire Chief, This is the first time in over a decade that SFD has promoted a Fire Chief from within and it represents a significant milestone and a noteworthy accomplishment for several reasons. It not only demonstrates the District's commitment to developing talent and professional growth, but also brings numerous benefits in terms of effectiveness and maintaining a positive organizational culture.

Promoting a Fire Chief from internally signifies the recognition and trust placed in the capabilities and expertise of existing personnel within the SFD. It demonstrates we value the skills, knowledge, and experience of those that have served the community. This promotes a sense of loyalty and motivation among personnel, knowing that their dedication and hard work can lead to meaningful career progression within the organization.

Moreover, promoting a Fire Chief from within fosters continuity and stability within the leadership structure of the SFD. The internally-promoted Chief is already familiar with the District's operations, protocols, and culture. This in-depth knowledge enables a smooth transition and ensures a seamless continuation of the District's strategic vision and goals. Additionally, an internally-promoted Chief possessed a deep understanding of the District's unique challenges, strengths, and resources, enabling them to make informed decisions and effectively address any issues that arise.



Additionally, an internally-promoted Chief brings established relationships and rapport with existing personnel. They already understand the strengths and capabilities of the team members and can leverage these relationships to build trust, collaboration, and effective communication. This facilitates teamwork, enhances coordination, and improved overall operational effectiveness. An internally-promoted Fire Chief is well-positioned to uphold and strengthen the District's core values, mission, and culture. They are already familiar with the District's expectations, standards, and the community it serves, This helps to maintain continuity in the District's approach to service delivery, ensuring a consistent and reliable level of performance that aligns with the expectations and needs of the community.

In summary, the promotion of a Fire Chief from within the Sedona Fire District brings numerous benefits in terms of effectiveness and maintaining a positive organizational culture. It recognizes and values the expertise and dedication of internal personnel, promotes continuity in leadership, fosters employee moral enhances teamwork, and upholds the District's core values. This milestone demonstrates the District's commitment to talent development, professional growth, and ensuring the long-term success of the SFD.

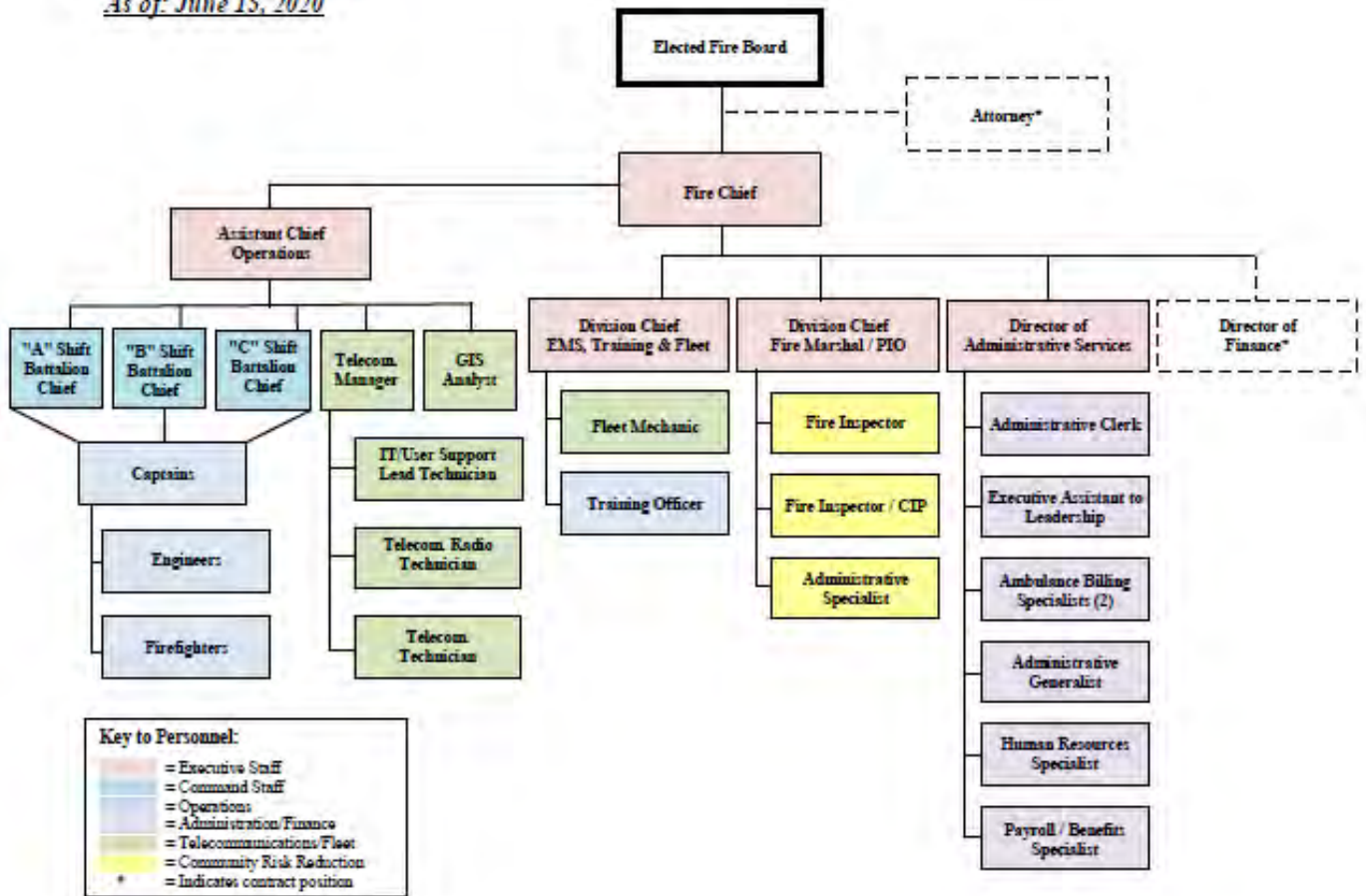
Sedona Fire District

ORGANIZATIONAL OVERVIEW



SFD Organizational Chart

Sedona Fire District
Organizational Chart
As of: June 15, 2020



HIRING & PROMOTIONS

In 2022, the Sedona Fire District made significant strides in enhancing its workforce through various recruitment and assessment initiatives. The development of the 2023 Battalion Chief (BC) Promotional Assessment Center, the successful completion of a Captain's Promotional Assessment Center, entry-level firefighter testing, and the competitive hiring process resulting in the appointment of Matthew Spinelli as the GIS Specialist were key accomplishments during this year. It is also important to point out that the internal Fire Chief Promotion process was handled through a similar Promotional Assessment Center process with staff and external subject matter experts participating in the process to select a new Fire Chief.

Effective recruitment and assessment practices bring several organizational benefits to the Sedona Fire District. By implementing a well-designed Captain Promotional Assessment Center, the District was able to identify and assess the skills, knowledge, and potential of internal candidates for higher-ranking positions. This process ensures that individuals promoted to the Captain role possess the necessary competencies and qualifications, enhancing the leadership capabilities within the organization.

Similarly, conducting a Captain's Promotional Assessment Center allowed for a fair and objective evaluation of candidates aspiring to take on leadership roles. This approach ensures that the most qualified and capable individuals are selected to lead their respective teams, fostering a culture of professionalism, competence, and effectiveness.



Furthermore, the entry-level firefighter testing process serves as a robust means of identifying talented individuals who possess the necessary physical and cognitive abilities required for the demanding role of a firefighter. By selecting candidates who meet the established criteria, the Sedona Fire District strengthens its operational capacity and ensures the provision of high-quality emergency services to the community.

Lastly, the competitive hiring process resulting in the appointment of Matthew Spinelli as the GIS Specialist demonstrates the District's commitment to recruiting top talent in specialized fields. Hiring individuals with expertise in Geographic Information Systems (GIS) contributes to improved data management, spatial analysis, and informed decision-making within the organization. This strategic recruitment effort enhances the District's ability to optimize resource allocation, improve response times, and enhance overall operational effectiveness.

By focusing on effective recruitment and assessment practices, the Sedona Fire District is able to build a highly skilled and competent workforce. These initiatives contribute to the District's mission of providing exceptional emergency services to the community while ensuring the safety and well-being of its personnel.

HIRING & PROMOTIONS



Promotions	Rank	Month
Edward Mezulis	Fire Chief	September
Joseph Kinzel	Engineer	September
Matthew Price	Engineer Medic	September
Michael Pace	Captain Medic	September



Fire Chief
Ed Mezulis

Engineer
Joe Kinzel

Engineer/Medic
Matt Price

Captain/Medic
Mike Pace

New Hires	Rank	Month
Joshua Clouch	User Support Technician	August
Matthew Spinelli	GIS Analyst	September
Jacob Schwisow	Firefighter	September
Noah Stone	Firefighter Medic	September
Chaz Macari	Firefighter	September



User Support Tech
Josh Clouch

GIS Specialist
Matthew Spinelli

Firefighter
Chaz Macari

Firefighter
Jacob Schwisow

Firefighter
Noah Stone

PERSONNEL ROSTER



SFD Roster	Rank	Years of Service
Kirk Riddell	Fire Inspector II	33
Timothy Kriegel	Engineer Medic	32
Joshua Maxwell	Engineer Medic	26
Jeffrey Wassell	Captain Medic	25
Mark Rippy	Captain Medic	25
Ralph Kurtz	Captain	25
Eric Lechowski	Battalion Chief Medic	25
Brian Espiau	Engineer Medic	25
David Cochrane	Battalion Chief Medic	25
John Coil	Assistant Chief	24
Angel Morales	Captain Medic	24
Donald Arwine	Captain Medic	22
Edward Mezulis	Fire Chief	22
Patrick Ojeda	Captain Medic	22
Rodrigo Sanchez	Captain Medic	21
Allen Schimberg	Engineer Medic	21
Jordan Baker	Battalion Chief Medic	21
Michael Duran	Training Officer	21
Jarrett Tarver	Captain	21
Paul Chabot	Firefighter Medic	20
Casey Carr	Captain	20
Edward Fischer	Engineer	20
Jimmy Fischer	Engineer	20
Shawn Foster	Firefighter Medic	20
Joseph Kinzel	Engineer	20
Marcus Koistinen	Firefighter	20
Jamey Kreun	Engineer Medic	20
Millan Zorita	Firefighter Medic	20
Robert Motz	Telecomm Manager	18
David Rodriguez	Captain Medic	17
Joseph Pace	Firefighter Medic	17
Eric Lewis	Captain Medic	17
Michael Pace	Captain Medic	17
Alfonso Puyana	Firefighter Medic	17
Mark Beneitone	Captain	17
Brent Johnson	Engineer Medic	17
Brian Ford	Captain Medic	17
Joshua Wells	Captain Medic	17
Keith Christofferson	Engineer Medic	17
Kristen Ahern	EMS Administrative Specialist	17

PERSONNEL ROSTER

Keona Freeman	Human Resources Analyst	17
Carla Dufort	CRR Administrative Specialist	17
Cooper Carr	Engineer	15
Todd Miranda	Captain Medic	15
Andrew Johnson	Engineer Medic	15
Lars Romig	Firefighter Medic	15
Michael Sheehan	Fleet Maintenance Supervisor	12
Jonathan King	Engineer Medic	12
Kai Kincheloe	Engineer Medic	12
Gregory Eberlein	Firefighter Medic	12
Jeremy Lilly	Firefighter Medic	11
Jonathan Scaife	Engineer	11
Jeremy Harris	User Support Technician	11
Richard Scala	Public Safety Radio Technician	11
Jacob Hanna	Firefighter Medic	10
David Yingling	Firefighter Medic	10
Tyler Woo	Firefighter	10
Kyle West	Firefighter Medic	10
Marc Howard	Firefighter	10
Isaiah Moore	Firefighter Medic	10
Jesse Cave	Firefighter Medic	10
Phillip Bruglio	Firefighter Medic	9
Matthew Price	Engineer Medic	8
Donald Minardi	Firefighter Medic	7
Samuel Frye	Firefighter Medic	7
Richard Winn	Firefighter Medic	6
Nicholas Granada	Firefighter Medic	6
Adam Deringer	Firefighter Medic	6
Joshua Combs	Firefighter Medic	6
Jeffery Hamm	Firefighter Medic	6
Geoffrey Butler	Firefighter Medic	6
Jeremy Vargas	Firefighter	5
Tyson Harding	Firefighter Medic	5
Mark Essary	Firefighter	5
Seth Gaillard	Firefighter	5
Heidi Robinson	Director of Administrative Services	5
Branda Brothers	Payroll & Benefits Specialist	5
Mark Feeney	Firefighter	5
Sandeep Grewal	Firefighter Medic	5
Jose Diaz	Firefighter Medic	5
Kyler Tarver	Firefighter Medic	4
Taylor King	Firefighter Medic	4

Employee Spotlight



Name:
Isaiah
Moore,
Station 3

Nickname:
2 Scoops

**Profession
Prior to
SFD:**
UPS Man-
ager

Most Memorable SFD Moment: Hou-
er ingress to the top of Bell Rock,
rappelled down to the patient, and
short-hauled out!

Interesting Fact About You: I grew up
vegetarian until age 18

Skills, Hobbies & Interests: Wood-
working, working on cars, playing
drums

Living Situation: Wife and 2 sons, 9
and 2 years old in N. Phoenix

Pets: Doberman Pinscher puppy
(Athena)

Your "Why" for working at SFD:

My elderly family members live in
Michigan, so helping Senior Citizens
here makes me feel like I'm helping
family back home

**Favorite Firehouse Meal to Cook or
Eat:** Fried Chicken with Mac &
Cheese

Dream Vacation or Place to Visit:
Sweden to visit Volvo; Germany to
drive the Autobahn; Iceland to see all
the waterfalls

**Person (dead or alive) you would
most like to visit with:** My grandpa
on my Dad's side. He was the patri-
arch of the family and despite only
finishing the 4th grade, he built sev-
eral houses and taught himself how
to read. He died the year I was born.
Bob Marley so he could tell me some
funny stories about my Dad.

PERSONNEL ROSTER

Jon Trautwein	Fire Chief	3
Emily Garding	GIS Analyst	2
Jordan Alessi	Firefighter	2
Anthony Haechler	Firefighter	2
Kyler Lee	Firefighter Medic	2
Ryan Thibault	Firefighter	2
Stephanie Knight	Receptionist	2
Jacob Tavrytzky	Firefighter	1
Dillon Risner	Firefighter	1
Kelly Liebermann	Firefighter Medic	1
Cascade Detrick	Firefighter	1
Dorothy Booth	CRR Division Chief	1
Kimberly Smathers	Executive Assistant	1

Retirements	Rank	Years of Service	Month
Jon Trautwein	Fire Chief	3	September
Timothy Kriegel	Engineer Medic	32	September



Question of the Day?

How many firefighters does it take to fix a leak?



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The Sedona Fire District (SFD) is a professional, public safety organization providing emergency medical and fire suppression services.

The SFD is comprised of 274 square miles in Sedona and the surrounding area.

The District spans across two counties, Yavapai and Coconino. There are five fully-staffed stations strategically located throughout the District.

◆ Station 1

2860 Southwest Drive

◆ Station 3

125 Slide Rock Road, VOC

◆ Station 4

431 Forest Road

◆ Station 5

Highway 89A, Oak Creek

◆ Station 6

2675 State Route 179



STATION CONSTRUCTION EFFORTS

The Sedona Fire District recognizes the importance of providing safe, efficient, and effective facilities for our firefighters and the communities we serve. As part of our commitment to continuous improvement, we have prioritized efforts to replace Station 4 and Station 5.



The replacement of Station 4 and Station 5 will allow us to modernize our facilities to meet current safety codes, standards, and technological advancements. Upgrading the infrastructure ensures that our firefighters have adequate living quarters, efficient workspaces, and enough room for housing emergency apparatus like ambulances and fire engines. It also enables us to create facilities that are better equipped to handle emerging challenges and changing operational needs. These facilities will also better enable SFD to take the necessary steps to help reduce the potential for cancer and the spreading of infectious diseases.

The strategic placement and design of fire stations are crucial factors in minimizing response times. By replacing Station 4 and Station 5, we can strategically locate the new facilities to optimize response coverage, ensuring that our firefighters can reach incidents more quickly. Reduced response times can make a critical difference in emergency situations, potentially saving lives and minimizing property damage. A properly designed and located station contribute directly to reducing response times.

Our aging facilities present operational and maintenance challenges, such as limited space, outdated layouts, and inefficient use of space. By replacing Station 4 and Station 5, we can design facilities that maximize operational efficiency, incorporating modern layouts and functional features that facilitate seamless workflows. This helps streamline operations, enhance coordination, and improve overall service delivery to our communities.

The prioritization of efforts to replace Station 4 and Station 5 reflects our commitment to continuous improvement, firefighter safety, and delivering the highest standard of emergency response services. The efforts undertaken this year to fully consider all alternatives and validate critical assumptions will ensure that when construction begins, these stations are as efficient and cost-effective as possible.



Employee Spotlight

Name: Ryan Thibault, Station 4

Nickname: Theebs

Profession Prior to SFD:

Guest Services at Young Life's Lost Canyon Camp

Interesting Fact About You: I am a twin

Skills, Hobbies & Interests: Hunting & being outdoors

Living Situation: Flagstaff

Pets: Dog (Gunner)

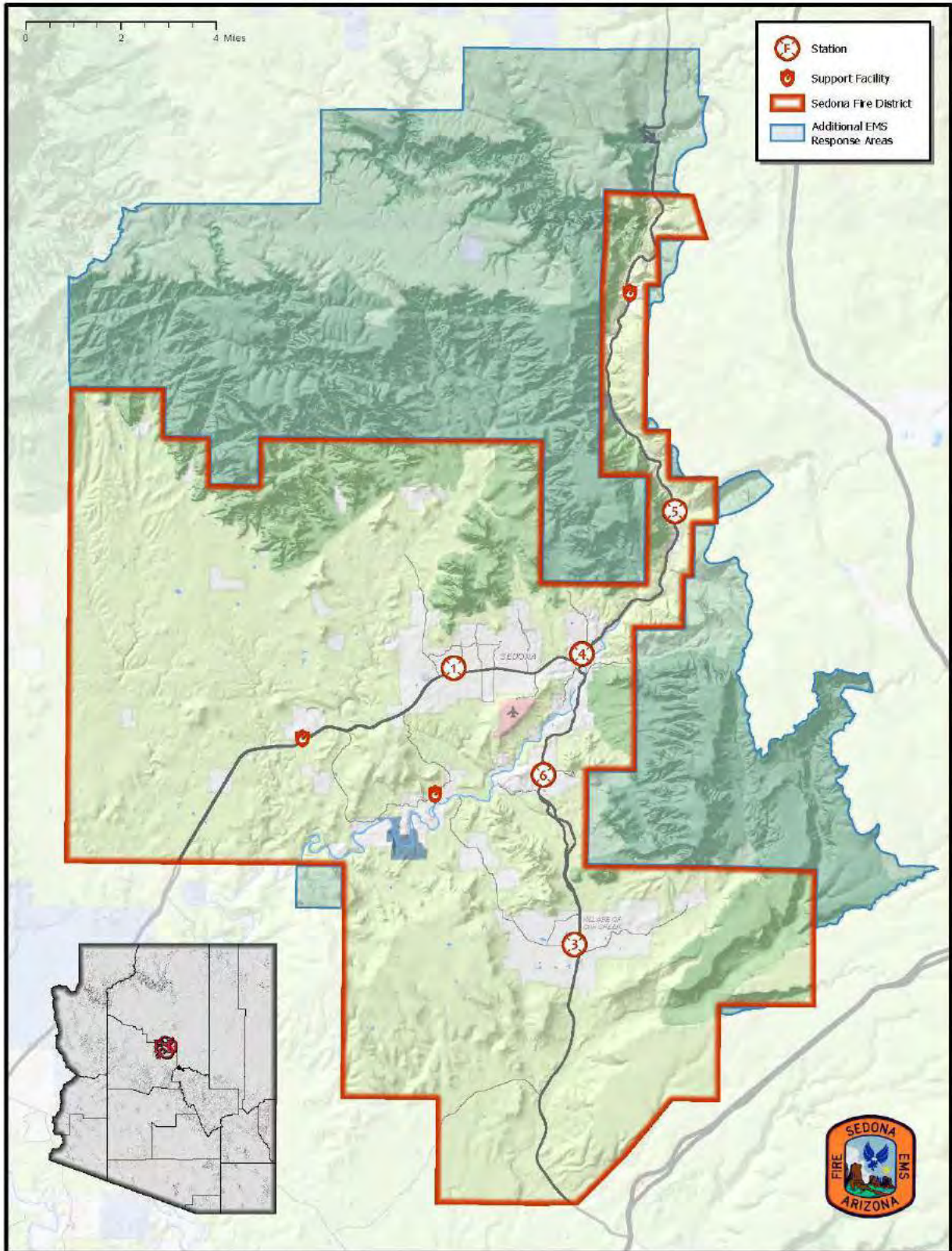
Your "Why" for working at SFD: My "dream job" was to be a firefighter in Sedona.

Favorite Firehouse Meal to Cook or Eat: Ribs with mashed potatoes and gravy

Dream Vacation or Place to Visit: New Zealand



SEDONA FIRE DISTRICT



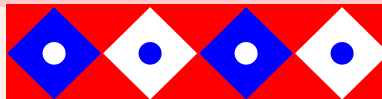
SEDONA FIRE DISTRICT GOVERNING BOARD

The Sedona Fire District's five-member Governing Board represent the public's interest in fire and EMS service. Elected by residents of the District every two years in staggered four-year terms, the Board is responsible for governing the Fire District through establishing policy, setting tax rate, and approving the budget. Further, they guide strategic planning to reach the goals and mission of the Fire District. The Fire Chief reports to the Board and conducts the daily operations of the Fire District.

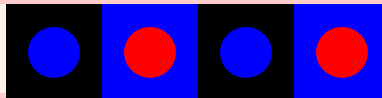
As required by Arizona Revised Statutes, the Governing Board provides oversight to maintain a strong financial base. Dedicated to continual improvement, the Board supports staff efforts to maintain fire and



Dave Soto, Board Chairman—A retired fire captain from the Los Angeles City Fire Department, his career spans 35 years in the fire service. Involved in the community, serving on several local committees, Mr. Soto is also an accomplished artist and craftsman.



Helen Briggs McNeal, Board Clerk - As someone who spent their entire career in healthcare and organizational development, getting involved with the Sedona Fire District Board was an opportunity to be more a part of the community while using my lifetime skills and also having an opportunity to learn. As a Sedona resident who doesn't live within the city limits, I also feel I can represent the needs and concerns of those living in the wider district. Having been on the Board almost 2 years, I am proud of the work of SFD and of the safe, friendly, and dedicated service it brings to those in the district.



Gene McCarthy, Member - I am passionate about the fire service and wanted to serve in any capacity to ensure that emergency service is maintained in my community.

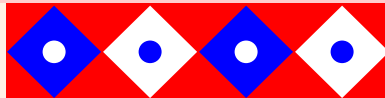
What the Fire Service Board Means to Me— It means service. For most of my adult life, I have served the public in one capacity or another, as a U.S. Army paratrooper, a police officer, a firefighter/paramedic, and a fire captain with the third largest fire department in the nation. Those experiences provided in-depth knowledge acquired from being involved in thousands of emergency incidents, giving me an understanding of the needs of Sedona Fire District. As a board member, I represent the taxpayers on how best to maintain service to the community while dealing with unfunded mandates, legislation, and still maintaining the lowest mil rate possible. My focus has been to ensure that the Sedona Fire District is able to respond to emergency incidents as my highest priority.

Gene and his wife moved to VOC from S. California in 2014 and are enjoying their retirement.



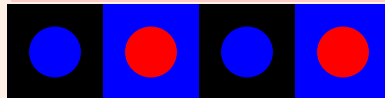
SEDONA FIRE DISTRICT GOVERNING BOARD (Cont.)

Janet Jablow, Member— A long-time Sedona resident with a background in Banking, Ms. Jablow has regularly volunteered her time through her local PTA, CASA organization, and Verde Valley Caregivers. Supporting her husband in city government, she is a dedicated public servant and animal lover. Her big changes this year were adopting 2 new puppies and Mr. Jablow being elected Sedona Mayor in 2022.



Scott Springett, Member - Mr. Springett was elected to the Board in 2022 and was seated in December of 2023.

I am a retired Fire Captain with a total of 34 years of experience in the fire service in Southern California. I am very proud to be a member of the SFD Board. While constantly learning about the District, its organization, transparency, structure, and personnel, I am able to stay connected with the Fire Service community, and the public that is protected by the District. It is an honor to be a part of such a professional group. My plan is to be an asset while assisting in the participation, education, and informing of the residents living in the surrounding community. Knowledge, Awareness, and Safety are key.



Al Comello, Member - Highly engaged with the Sedona Community of the past 20 years, Mr. Comello has served on multiple local boards, including the Community Center, Historical Society, Chamber of Commerce, and the Airport Authority. He served the majority of 2021 as a Fire Board member, stepping down to pursue other interests and assisting Scott Springett in being elected. Serving non-profits and local businesses with his marketing services company, he is truly committed to service.

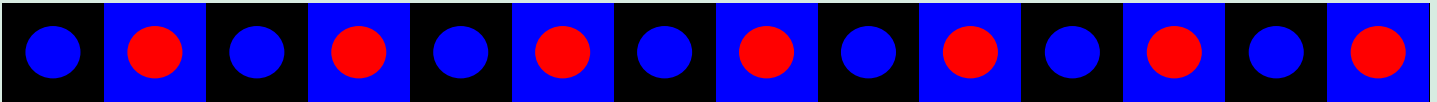




Sedona Fire District

2022 FINANCIAL OVERVIEW

Finance Overview



The Sedona Fire District 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
- * Accounts payable and receivable
- * Bi-weekly payroll and reporting

Ambulance billing and collection generates revenues that are second only to property taxes as a major source of income for the District. The ambulance billing and collections is outsourced to Ambulance Medical Billing, a subsidiary of the Credit Bureau Systems, Inc. As the external Finance Director, JVG works closely with the Chief, District administrative staff and Ambulance Billing, Inc. to provide financial oversight and strategic guidance for the District's operations.

For Fiscal Year ending June 30, 2022, SFD, in conjunction with JVG, prepared an Annual Comprehensive Financial Report (AFCR) as part of the annual audit. The AFCR 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 year, SFD submitted its June 30, 2021 AFCR to the Government Finance Officer's Association and received an award for Achievement of Excellence in Financial Reporting. This achievement is the highest form of recognition in governmental accounting.

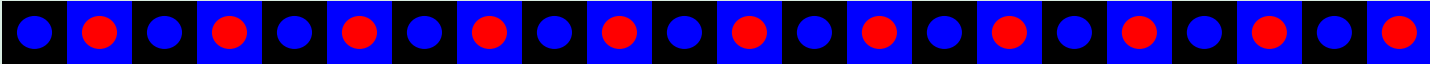
Grant Opportunities

Sedona Fire District is constantly seeking alternative 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

The Fire Chief, in partnership with the finance team, reviews grant opportunities and related funding guidelines prior to 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 monthly, as part of the Fire Chief’s Report at Board meetings including pending, awarded, denied, and closed out grants, in order to best allow the Board to understand the status of a particular grant. The District may terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified. There were no grants applied for in FY 2022.

Agency	Description of Request	Amount requested	SFD Portion	Status



SFD BUDGET INFO

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 operations of the fire district to be measured against the forecast.

Beach Fleischman, PC, Certified Public Accountants, conducted the annual audit of SFD’s financial records in accordance with U.S. Generally Accepted Auditing Standards, as well as Government Auditing Standards and presented the report to the Governing Board on December 13, 2022.

Category	Approved Budget	Actual & Audited
Property Tax Revenues	\$ 16,679,184	\$16,619,953
Non – Tax Revenues*	\$ 3,056,961	\$ 3,861,885
Total Revenues	\$ 19,736,145	\$ 20,481,838
Expenditures	\$ 18,361,145	\$ 17,764,237
Capital Outlay	\$ 1,375,000	\$ 2,040,045
Total Expenditures	\$19,736,145	\$ 19,804,282
	Ending Fund Balance**	\$ 13,841,764

* Non-Tax Revenue includes funds generated by SFD from ambulance billing, Telecom services, communication rents, carryover of unspent funds from 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 and 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.





Sedona Fire District

GENERAL INFORMATION & SPECIAL
EVENTS

Incidents & Call Information



The Sedona Fire District tracks and reports data to National Fire Incident Reporting System (NFIRS) which is a division of the Federal Emergency Management Agency (FEMA). The 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,

The Sedona Fire District ran 4,802 calls in the 2022 calendar year. EMS calls continue to make up the majority (nearing 70%) of total call volume. Firefighters performed 210 backcountry rescue calls, 26 more than the prior year. Service calls made up most of the remaining calls with 1,154 calls that included everything from Hazardous Materials, False Alarms, and special incidents. There were 65 off-district calls in 2022.

Freddy the Fire Truck



Halloween in Uptown in 2022 was back with a surprise visitor...Freddy the Fire Truck.

Freddy has been around since the 1990's and the cassette tape of Hall & Oats stuck in Freddy's player testifies to his age! Freddy has always been a hit with kids and adults.

He has 3 Code lights and is remote-controlled so the person driving him can control the movements and can talk to the public with a headset and microphone.

Freddy sat in the SFD annex for years until it was decided to assign him to Firefighter Jeremy Vargas. He took Freddy by the horns and overnight, had him back in commission! Firefighter Vargas is now officially Freddy's handler, according to Fire Inspector Kirk Riddell.

There are plans to upgrade the music with today's technology, so be on the lookout for Jeremy & Freddy out and about at events in Sedona!

2022 New Equipment

April 2022—Two Pierce Enforcer PUC Pumper trucks, approved by the Fire Board and purchased with Capital Fund reserves to maintain service levels in the District.



June 2022—Technical Rescue Truck replaces a 2000 Ford F250 currently in service that has reached the end of its life and will be removed from service. This new vehicle will be equipped to carry out the full technical rescue compliance and eliminate the need for a trailer.

September 2022— MSA SCBA equipment purchase, approved by the Fire Board and purchased with Capital Fund reserves to continue to accomplish our primary mission. Maximized discounts ensured best price and all were purchased at one time, rather than over a 3-year replacement in order to protect personnel and serve the community,



October 2022— Scheduled Type 6 Wildland Engine, approved by the Fire Board and purchased with Capital Fund reserves to allow SFD to continue to manage fleet and keep apparatus in good working order. This apparatus improves SFD response to the forested areas between Sedona and Cottonwood.

Fire Marshal Dori Booth, Executive Assistant Kim Smathers, and the Technical Rope/Rescue Team Leaders, Lars Romig, Cooper Carr, and Brent Johnson met with Equine Emergency Evacuation (EEE) of Yavapai County to discuss wildland situations pertaining to large livestock and how they could assist, if necessary. Booth and Smathers observed a practice evacuation drill and met with the personnel presenting from EEE.



“Other” SFD Events



October 2, 2022 saw the return of The Great Sedona & Verde Valley Chili Cookoff. Chief Mezulis and crew styled a HUGE amount of chili, with the help of our secret ingredient provided by our brother, Battalion Chief Erik Caputo, of Flagstaff Fire. The majority of the Board was present, along with SFD personnel, to serve, coerce, and entice voting for “Sweet Fire Desire” chili! Turn’s out, all the smack-talking from the City was for naught and SFD brought home the Judge’s Choice trophy.

“Other” SFD Events, Continued

Halloween in Uptown also returned in October of 2022. Kirk Riddell, Heidi Robinson, Matthew Spinelli, Stephanie Knight, and Carla Dufort decorated and prepared the ambulance. Staff and the “ghost” of former Fire Marshal Jon Davis assisted in uptown “Haunted Ambulance” handing out goodies and educating the kids trick-or-treating.



Throughout the year, SFD personnel participated, volunteered, or supported many causes that are near and dear to our hearts.

Chief Mezulis participates in Diabetes and Burn Camps, every June, including 2022.

Battalion Chief Lechowski coordinates volunteers and participates in Burn Camp, along with many other SFD families who assist, act as counselors, and volunteer their time as part of the firefighter charities.



Again in 2022, SFD facilitated the Canyon Clean-Up on two separate weekends, enabling citizens to bring in their yard debris to be disposed of and help us protect their homes. Residents of Sedona, VOC, and Oak Creek Canyon disposed of tons of fallen tree branches, trimmings, and other flammable vegetation, while SFD crews ran chippers and moved the waste into dumpsters to be hauled away creating a safer zone around their homes!

“Other” SFD Events, Continued



September 11 is always a time to recognize and remember the Brothers & Sisters that were lost in the terrorist attacks that day in 2001. Every year, SFD, the Local Board, and City officials gather at Station 6, the location of the 9-11 Memorial that is constructed of an actual 2.900 lb. girder from one of the Twin Towers of the World Trade Center, to remember and honor those lost.

Station tones and bell were rung, a flag displayed from the fire truck and a short ceremony with Board Chairman Soto and other local dignitaries saying a few words.

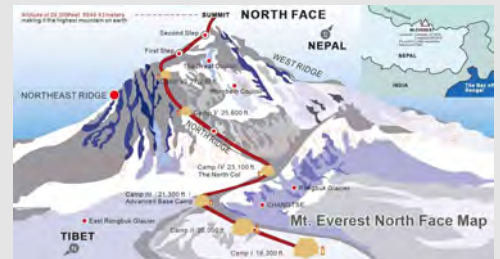
Fill the Boot for Firefighters!

Firefighter Tyler Woo and others campaigned for the Annual Muscular Dystrophy Association to fight muscle disease, raising money for charities!



75th Annual Toys for Tots

Firefighters raised \$3,175.11 while climbing the stairs of the tower at Station 3. In total, SFD firefighters climbed an impressive 32,640 feet, surpassing the 29,032 feet goal. This equates to 1,088 repetitions of the 3-story tower resulting in the firefighters climbing MORE vertical feet than Mount Everest in an 8-hour period!



And, finally, no one will forget the winter of 2022.

Broken tree limbs, a snowed-in parking lot and highway closures in all directions were the scenes of the day!

A few hardy souls ventured into Station 1, with Fire Marshal Booth and HR Specialist Keona Freeman shoveling the parking lot until Chief Mezulis arrived with the snow plow attached to the UTV to save the day!



Sedona Fire District

2022 ANNUAL AWARDS RECIPIENTS



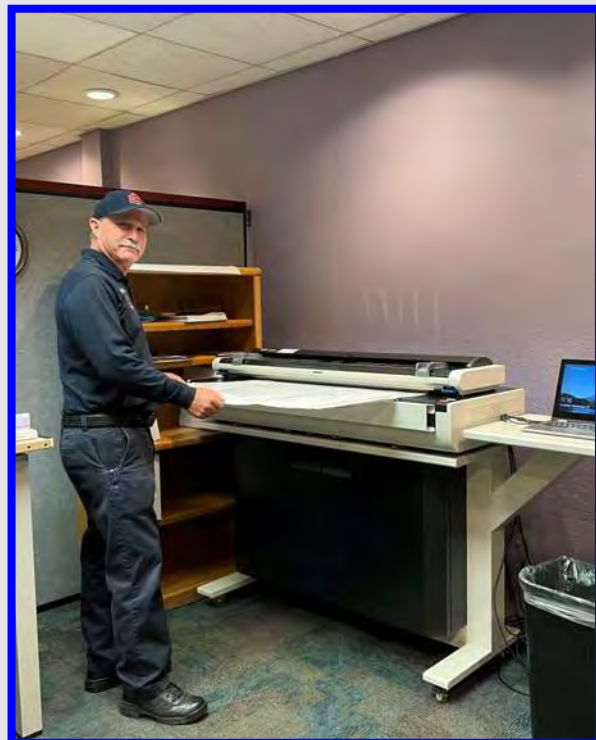
2022 SFD ANNUAL AWARDS

WINNERS

FIRE CHIEF'S AWARD OF EXCELLENCE: This award is given on an infrequent basis by the Fire Chief to any member of the organization that has shown distinguished and/or exemplary service to SFD.

KIRK RIDDELL, Fire Inspector:

- ◆ Not only did Kirk become the only Fire Inspector this past year, taking on the brunt of inspections, plan reviews and calls, he has also stepped into the role of Fire Marshal not once, but twice, when needed while Fire Marshal Booth was out on medical leave, filling in whenever he could, doing as much as he could.
- ◆ Has shown great effort, dedication, and care in all that he has taken on and all that he accomplishes on a daily basis.
- ◆ Has gone above and beyond his call of duty, taking on additional jobs, including lending a hand by answering calls when Carla is out of the office.
- ◆ Has worked in a professional and effective manner with the community, contractors, the Counties & the City, and those within the organization keeping a smile and a positive attitude at all times.
- ◆ Doesn't complain and shows grace, kindness, and humor to all he speaks to, takes the time needed to help others and shows his care for the community and the District.



2022 SFD ANNUAL AWARDS

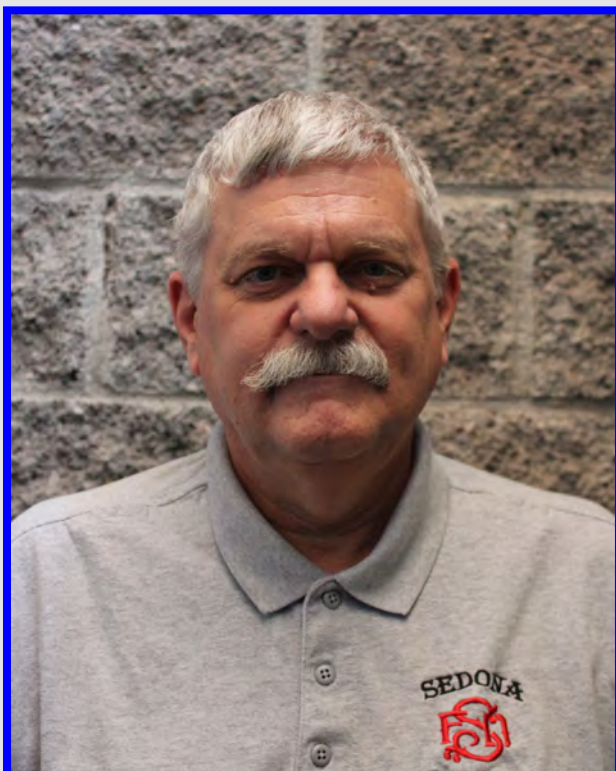
WINNERS

DISTINGUISHED SERVICE COMMENDATION: To receive this recognition, the employee will have performed a highly unusual act of distinction under adverse conditions in the performance of duty.

BOB MOTZ, Telecom Manager

MICHAEL SHEEHAN, Fleet Maintenance Supervisor

- ◆ When troubleshooting remotely, the downed generator that didn't work, Bob & Mike loaded up the UTV and Mike's work truck and headed to the site at Schnebly Hill Road.
- ◆ Rescued stranded hikers who were ill-prepared for the weather, got them warmed up and then safely back to their vehicles.
- ◆ Their work on the generators not only helped ensure that Coconino County Sheriff, who uses SFD building, wouldn't lose power and also ensured that SFD wouldn't have to dispatch calls over channel 3.
- ◆ Demonstrated initiative and expertise in their going out to fix the downed generator with a mechanical failure that they were able to finish and repair with necessary tools on-hand.



2022 SFD ANNUAL AWARDS

WINNERS

OFFICER OF THE YEAR: Captain [RALPH KURTZ](#)

- ◆ Set up the location for the firefight, the Engine, and secured a water supply which helped the crews fighting the fire to be successful in putting it out and keeping it from spreading.
- ◆ Is always looking for ways to improve the organization and does this, in part, through his training of probationary firefighters and preparing the crews for promotional tests.
- ◆ Supportive of his crews in their personal and career goals.



FIREFIGHTER OF THE YEAR: Firefighter [KYLER LEE](#)



- ◆ Can-do attitude, willingness to help, treats all with respect and a smile.
- ◆ High level of technical knowledge.
- ◆ Work on collateral project in a thoughtful and progressive manner.
- ◆ Joined Technical Rescue Team—improving himself & the team.
- ◆ Part of Grasshopper Point Rescue

2022 SFD ANNUAL AWARDS

WINNERS

ADMINISTRATIVE EMPLOYEE OF THE YEAR:



CARLA DUFORT, CRR Administrative Assistant

- ◆ Goes above and beyond to help all of CRR, she keeps it running smooth with a positive and helpful attitude.
- ◆ When understaffed, she has taken on a large role in helping with plan reviews and letters, and taking on even more calls to help free up the Fire Inspectors/Acting Fire Marshal so he can do his job and they could keep the office running.
- ◆ Has demonstrated professionalism and a sincere desire to help, encountering different customers with a calm and grace and continues to serve her customers and the District well.
- ◆ She truly represents the “Safe, Friendly, Dedicated” motto of our District.

CUSTOMER SERVICE EMPLOYEE OF THE YEAR:

STEPHANIE KNIGHT, Receptionist

- ◆ ALWAYS answers the phone with a smile, perfect example of friendliness, always willing to try and help.
- ◆ Everything she does is with a customer-service mindset.
- ◆ She has taken on a number of projects and adapted to constant changes in her work environment.



2022 SFD ANNUAL AWARDS

WINNERS

Unit Citation: This award is given to a crew, unit, or group that has demonstrated outstanding performance of their duties for SFD. This can be given due to a single act of outstanding performance or general overall performance throughout the year.

B-SHIFT, STATIONS 1, 4, and 5 GRASSHOPPER POINT RESCUE



Battalion Chief Dave
Cochrane

Captain Jeffrey Wassell

Captain Brian Ford

Captain Patrick Ojeda

Engineer Cooper Carr



Engineer
Keith Christofferson

Firefighter Jeffery Hamm

Firefighter
Geoffrey Butler

Firefighter Kylee Lee

Firefighter Tyler Woo



Firefighter
Marcus Koistinen

Firefighter
Sandeep Grewal

2022 SFD ANNUAL AWARDS

WINNERS

Unit Citation: This award is given to a crew, unit, or group that has demonstrated outstanding performance of their duties for SFD. This can be given due to a single act of outstanding performance or general overall performance throughout the year.

B-SHIFT, STATIONS 1, 4, and 5 GRASSHOPPER POINT RESCUE

- ◆ Helped save the life of a 17-year old male who had been injured cliff-jumping at Grasshopper Point.
- ◆ On June 7, 2022, at approximately 1:30 p.m., Sedona Fire District responded to a reported fall from approximately 30 feet at Grasshopper Point Swimming & Recreation Area.
 - ◆ CPR in progress down by the Creek approximately 1/2 mile from the parking lot (by bystanders).
 - ◆ Crews were met in the parking lot by bystanders and guided to the patient. Crews assembled their equipment and quickly hiked to the patient's location.
- ◆ Upon arrival to the patient, a 17-year old male had been removed from the water and now bystander CPR was being performed. Patient was pulseless and not breathing. CPR continued.
- ◆ Crews connected portable cardiac monitor to the patient and found his heart to be in a shockable rhythm.
- ◆ Defibrillated the patient who had a return of spontaneous circulation (regained pulse). Shortly after pulse resumed, the patient began breathing on his own.
- ◆ Loaded and secured patient into our Stokes Litter Basket to carry the patient back to the parking lot. The patient began to regain consciousness but was still having symptoms and was ultimately flown by medical helicopter to Flagstaff Medical Center.

Fortunately, due to anonymous bystanders removing the patient from the water and beginning CPR early into this call, and the rapid defibrillation by Sedona Fire Crews, ongoing medical care by Guardian Air, and care treatment at Flagstaff Medical Center, the patient was released within a couple of days without any further health deficits and was able to finish his family vacation!

2022 SFD ANNUAL AWARDS

WINNERS

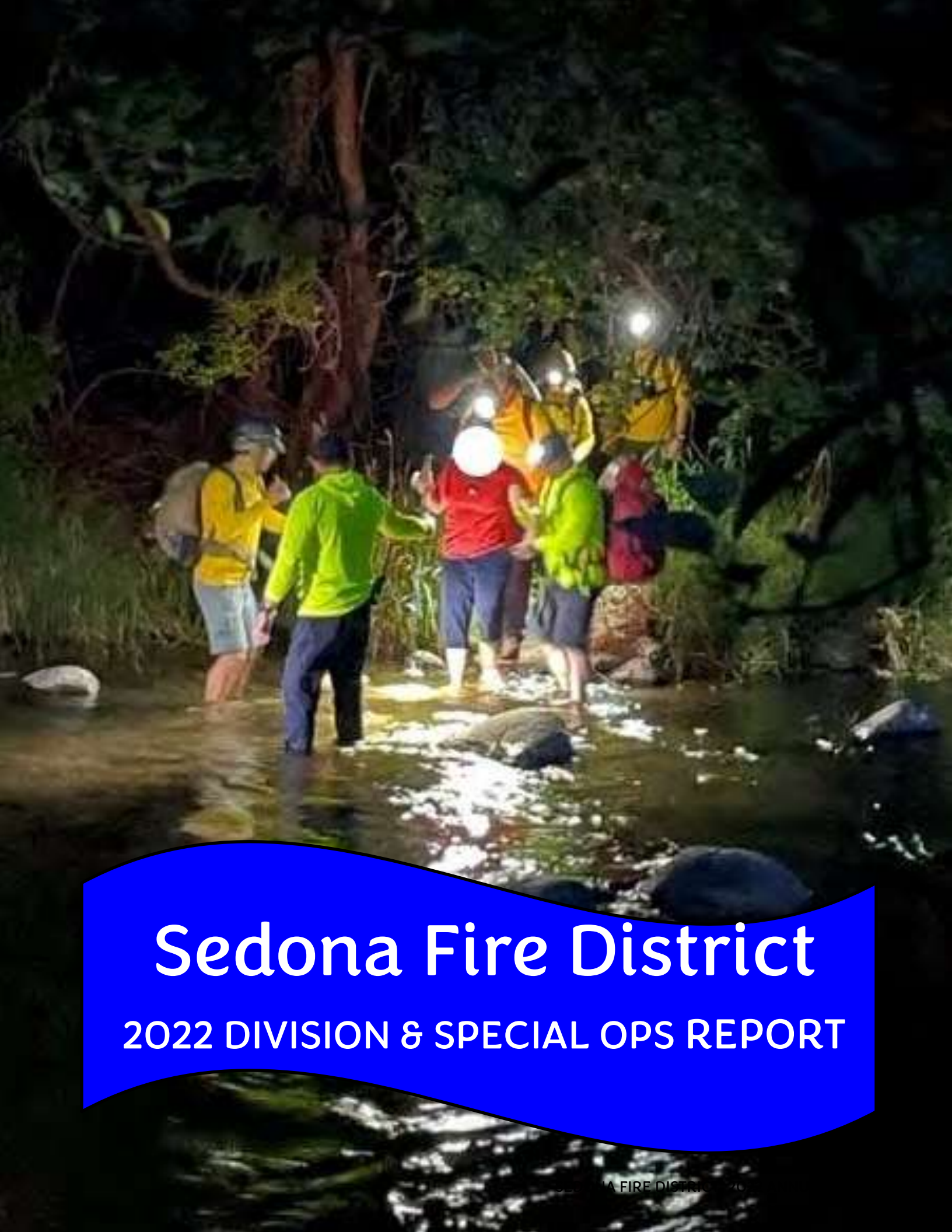
OUTSTANDING CITIZEN/COMMUNITY ORGANIZATION: This award recognizes and honors SFD community citizens who exhibit outstanding achievement, community service, and citizenship within the community.

[ASHLEY PRICE and THE 1501 FOUNDATION:](#)



- ◆ Provided in person Yoga and Mindfulness to SFD crews for nearly a year, at zero cost to the District.
- ◆ Provided space and resources for crews to receive the benefits of Yoga, Stress Reduction, Flexibility, Body Awareness, and Mindfulness.
- ◆ Made an impact individually and to the crews, overall.

[SFD congratulates and thanks all the winners!](#)



Sedona Fire District

2022 DIVISION & SPECIAL OPS REPORT

WILDLAND FIRES



In 2022, personnel from Sedona Fire District showcased their expertise and leadership abilities by taking on various roles in wildland fire incidents and trainings, including the S-42 Incident Management Training. This involvement brought significant benefits to SFD personnel, those in the trainings, and the District, as a whole.

Firstly, participating in wildland fire incidents and trainings allows SFD to gain valuable experience in managing complex emergency situations. Wildland fires present unique challenges that differ from structural fires, requiring specialized knowledge and skills. By actively engaging in these incidents and trainings, SFD personnel acquire firsthand experience in wildland fire behavior, incident command systems, strategic planning, and resource management. This enhances their professional growth and equips them with the necessary competencies to handle future wildland fire events effectively.

Wildfires are the single largest risk to Sedona and surrounding communities. Sedona Fire District has a robust wildland division which responds to local fires and travels across the country in support of the National Wildland Fire Response Plan. Last year, Sedona firefighters spent over 250 days off-district in support of large wildfire suppression. Assignments range from engine work to command and control of the largest and most devastating wildfires. Valuable skills, knowledge, and abilities are gained through these assignments which are put to use during local wildfire response. Revenue generated during wildfire assignments allows SFD to reinvest in our program to better prepare for the next large fire in our community.

The benefits of SFD personnel leading in wildland fire incidents and trainings extend beyond individual development. It contributes to the overall capacity and capabilities of the District in responding to wildland fire emergencies. Sedona Fire personnel bring back new knowledge, best practices, and lessons learned to share with their colleagues. Personnel taking on leadership roles also fosters positive relationships and collaboration with regional, State, and Federal firefighting agencies which are invaluable when it comes to mutual aid responses and resource sharing during large-scale incidents.

TRAINING



SFD's Training Division is committed to preparing personnel to deliver excellent customer service to the community we serve while adhering to legally-mandated requirements.

This is done by proactively responding to changes, solving problems, collaborating on issues, assessing the needs of our community and personnel, and developing viable solutions. The Training Division accomplishes this by training and continuously evaluating the capabilities of our personnel. The Training Division conducts a training needs analysis which is used to establish priorities for the upcoming year. This plan ensures that training efforts are prioritized 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 used to accomplish these goals are:

- ◆ ensuring equipment is properly used and maintained,
- ◆ delivering initial and recurring 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.

Based on the risk they present, there are five core competencies SFD prioritizes. They are fire suppression, Emergency Medical Services, Vehicle Extraction, Technical Rescue, and Wildland Fire Response.

2022 HIGHLIGHTS

- ◆ New Firefighter Orientation
- ◆ Captain Promotion Testing
- ◆ Two firefighters completed their probationary year at Sedona Fire
- ◆ Sedona Hangar Owners and Airport Authority conducted aircraft safety training
- ◆ Members attended National Fire Academy classes
- ◆ Conducted DPS Short Haul Training
- ◆ Vehicle Extrication Training for instructors for Train the Trainer Program
- ◆ SFD Mechanic completed ASE Certification
- ◆ Arizona Wildland and Incident Management Academy attended
- ◆ SFD Technical Rescue Team developed and instructed class including Technical Ropes and Swiftwater Training
- ◆ Total Training Hours
17,952

ASHER/IC-SAFE TRAINING



The Multi-Agency 3-day Active Shooter Hostile Event Response (ASHER) Training included agencies from Arizona and local school representatives from the Sedona-Verde Valley area education facilities was held in December of 2022.

Prior to the local training, in April, SFD sent 2 members to a complex, multi-day ASHER training in Valdosta, Georgia. Training included complex scenarios with multiple agencies and concentrated on response to events requiring multi-agency cooperation and the establishment of a Unified Command between law enforcement and fire.

These response scenarios are based on active-shooter/threat situations which continue to occur with alarming frequency.

In preparation for the 3-day event, SFD hosted “Stop the Bleed” classes, assisting community members and law enforcement to better respond when events occur.

Sedona Fire assisted by sending volunteers and Board Members, as well as the operational staff involved, to volunteer as victims and bystanders.

To ensure SFD is prepared for an incident we hope never occurs, there are multiple “Stop the Bleed” kits in SFD stations and a majority of the personnel, including the Administrative staff have received the training on their use.

COMMUNITY RISK REDUCTION

The Community Risk Reduction Division (CRR) is a multi-faceted Division that includes Fire Investigations, Fire Code Enforcement, Fire Plan Reviews, Public Education & Outreach programs, Wildland Urban Interface Code Enforcement, Fire Inspections, KNOX Fire Department Access Program, and Public Information. The combination of these numerous facets is critical to the safety of not only our First Responders, but to our residents and visitors of Sedona.

CPR Training, Certifications, Conferences

In order to stay current on Codes, Standards, and Programs that directly impact our Division and the community, members of the CRR Division must attend training programs and conferences in order to obtain and maintain certifications relevant to the multitude of our responsibilities. These opportunities are also available to members in the field that are interested in supporting the CRR mission. In 2022, CRR attended, completed, or participated in the following:

Certifications: International Code Council Fire Inspector I, NFPA Fire Inspector I, Fire Investigator I, Wildland Fire Observations and Origin Scene Protection, Wildland Fire Origin and Cause Determination, Firewise Communities Assessor, and NFA Commercial Plans Examiner.

Training: Permit Technician, APS Lithium-Ion Batteries and Battery Energy Storage Systems.

Conferences: Arizona Fire Chiefs Association and Arizona Fire District Association.

Fire Investigations

Sedona Fire District currently has five Fire Investigators, three on-shift, and two within the CRR Division. The Fire Investigators are responsible for Cause and Origin of fires that occur within our District. In FY 2022, investigators conducted 20 investigations within the District. Our investigators are also part of the Verd Valley Fire Investigations Task Force comprised of Sedona Fire District, Copper Canyon Fire District, Verde Valley Fire District, Jerome Fire District, and Cottonwood Fire Department. SFD was asked to assist with 4 outside District fires in 2022.

Annually, investigators must be engaged in continuing education to remain current on Fire Investigation techniques, tactics, and procedures. This includes attending the Annual Advanced Fire and Arson Conference held in Prescott, online training, and assisting in Fire Investigations as the opportunity arises in the area.

Employee Spotlight

Name: Carla Jackson Dufort

Nickname: Nothing I want to share!

Prior to SFD Profession: I worked for my Dad for awhile, then at Arroyo Roble in telemarketing and promoted to contract typist. I then managed the Contract Department at Los Abrigados for 16 years before coming to SFD. Never looked back and have enjoyed the SFD experience.

Most Memorable SFD Moment: So many fond memories of working with Jon Davis and Rick Evans, too many to mention.

Interesting Fact: The most interesting facts, I can't write down!

Skills, Hobbies & Interests: I love a good novel, gardening, my dogs, bird, and squirrels. My favorite thing is really spending time with my husband and all my "stuff" which includes the previously mentioned things!

Living Situation: With the love of my life for over 30 years.

Pets: Currently, 2 dogs.

Your "Why" for working at SFD: I work at SFD because I love their Mission and the people that work here.

Firehouse Meal you'd like to be invited to: I've been to several Firehouse meals and it's always a pleasure, the company is the best and the food is always awesome.

Dream Vacation or Place to Visit: Italy

Person(s) (dead or alive) you would most like to visit with: Since I've been fortunate not to have lost many, I would say my stepfather, but also my many beloved animals that have passed. I miss my stepdad and my animals all the time,



COMMUNITY RISK REDUCTION

Fire Inspections and Plans Review

The majority of tasks CRR is responsible for surrounds the enforcement of codes and standards through inspections, consultations, and plans review. This includes the Wildland Urban Interface Code and the International Fire Code.

Statistics:

	2021	2022	Difference
Inspections	788	587	34% Decrease
Code Consultations	100	107	7% Increase
HIZ Assessments	9	31	71% Increase
Plan Reviews	601	526	14% Decrease

2022 saw decreases in many of our areas for several reasons. Construction is typically cyclical with off years. Staffing shortages throughout 2022 due to major medical situations resulted in less inspections and plan reviews being conducted. It is anticipated that the numbers will increase again in 2023 based upon preliminary construction and planning meetings, the increase in code consultations, and staff returning to full duty.



COMMUNITY RISK REDUCTION

Programs

The CRR Division leads and/or participated in many programs both locally to the Sedona Fire District and regionally across the Verde Valley. SFD programs include the Wildfire Preparedness Days, KNOX Fire Department Access Program, Car Seat check and installation Program, Smoke Alarm check and Installations, Firewise USA, and Life and Fire Safety (LAFS).

KNOX Program: CRR, in coordination with Fleet Maintenance and Operations transitioned to a Cloud-based KNOX Fire Department Key program with new Key Control devices being purchased for the entire fleet. This allows for greater security and accountability of KNOX keys, which are utilized to access gates, homes, and businesses throughout our district when owners/occupants are not available to give firefighters access in emergency situations. Part of the program also includes providing Home KNOX boxes to vulnerable members of our community at the suggestion of our Fire Operations Crew.

Car Seat Safety Program: The District currently has one certified car seat technician. This year, she conducted 19 car seat installation safety checks and installed three new car seats.

Smoke Alarm and Battery Program: SFD responds to numerous Service Calls requesting assistance in changing batteries in Smoke Alarms in residential occupancies. Duracell provides batteries to fire agencies across the nation to aid in ensuring operable smoke alarms are in all residences. Another cooperative effort for smoke alarms is with the Red Cross Home Fire Campaign. This campaign provides smoke alarms to fire agencies to install in homes that are either missing smoke alarms or need replacement.

Wildfire Preparedness Days—Yard Waste Dropoff: This year marked the 19th Annual Wildfire Preparedness Day yard waste collection event. Firefighter Paul Chabot has been leading the effort in securing drop-off locations, roll-off dumpsters, and equipment to make the event as easy for our residents as possible.

The first weekend was held at Sedona Vista Village in the Village of Oak Creek, and the second weekend at SFD Station 4. Residents dropped off over 18 tons of combustible yard waste, made over 75 drop-offs at the location, and spent nearly 850 hours preparing defensible space in their yards. A special Thank You to United Rental Equipment, Patriot Waste, Sedona Vista Village property management, the City of Sedona, and our residents for making this a successful event.

Key Highlights

- ◆ We continued our efforts to engage and educate the community on fire prevention, safety, and emergency preparedness through various outreach programs, including school visits, community events, and virtual platforms.
- ◆ Our firefighters actively participated in community events, collaborating with local organizations to promote safety initiatives, such as Smoke Alarm installation programs and CPR Training.
- ◆ CRR members attended numerous virtual and in-person trainings and conferences furthering their knowledge and skills in the multiple facets of the division.

COMMUNITY RISK REDUCTION



Life & Fire Safety (LAFS): LAFS is a youth Fire & Safety education program that consists of members from Verde Valley Ambulance Company, Verde Valley Fire District, Cottonwood Fire Department, Copper Canyon Fire District, Sedona Fire District, and the National Forest Service. The Group travels to schools throughout Sedona and Verde Valley twice per year performing interactive skits teaching students of all ages about fire safety, safe recreation, general safety around the home, and more. The group builds all of its sets, designs their costumes, writes the scripts for the skits, and sets up and tears down multiple times per day for two weeks each during the spring and fall shows.

TELECOMMUNICATIONS DIVISION



TELECOMMUNICATIONS MANAGER

BOB MOTZ



USER SUPPORT LEAD TECHNICIAN

JOSH CLOUNCH

MS365 Implementation: The implementation of Microsoft 365 (MS365) brought numerous benefits to the Sedona Fire District and as we fully utilize the capabilities it will significantly contribute to operational effectiveness and overall productivity. Incorporating MS365 into the Annual Report highlights the positive impact it has had on the District's efficiency, collaboration, and data management.

The implementation of MS365 also enhances the District's data security and compliance measures. Another significant benefit of MS365 is its scalability and flexibility. As the SFD's needs evolve, MS365 can easily adapt and accommodate changing requirements. The ability to add or remove users, adjust licenses, and integrate additional applications and services empowers the District to tailor MS365 to suit its specific needs. This scalability ensures that the Annual Report and other operations can leverage the latest tools and technologies provided by MS365, optimizing efficiency and staying up-to-date on industry trends.

Telecommunications Assessment: The Sedona Fire District recognized the critical role of modern telecommunications infrastructure in effectively responding to emergencies and ensuring the safety of the community. In 2022, SFD took a proactive approach by engaging Pegasus, a reputable organization specializing in comprehensive telecommunications infrastructure assessments. This assessment encompassed SFD's radio, microwave, IT networks, and supporting infrastructure, providing numerous benefits to ensure the District's preparedness and response capabilities.

The telecommunications infrastructure assessment allows SFD to identify any existing vulnerabilities, gaps, or limitations within its communications systems. The assessment conducted by Pegasus enables SFD to identify potential areas for improvement and implement necessary upgrades or enhancements. Furthermore, the assessment allows SFD to assess the resiliency and redundancy of its telecommunications infrastructure, allowing SFD to identify any single points of failure or vulnerabilities that may hinder communication during emergencies.

The telecommunications assessment also plays a crucial role in the interoperability of SFD's communication systems with other agencies and organizations involved in emergency response. The upgrades continue at this time.

GEOSPATIAL INFORMATION SYSTEMS

Matthew Spinelli joined SFD as the GIS Specialist in September of 2022. He is a Certified GIS Professional (GISP) and immediately set himself to learning the ins and outs of the District. Detail-oriented and eager to learn, he seeks out training and ways to increase his value and effectiveness to both the administrative and operational staff. New to Arizona, he is focused on building a professional network and connecting with stakeholders.

In his first four months on the job, Matt completed New Hire training, several ESRI Learning Plans, two ESRI MOOCs, and attended the ESRI Southwest Summit in Phoenix. In those same four months, Matt worked to upgrade the GIS software, repair the District's HP DesignJet large format printer, right-size ArcGIS Online licensing, develop new workflows, and update Active911 with new hydrants, key boxes, and other crew-requested changes. He also engaged with Yavapai County NG911 data managers and developed relationships at Dispatch.

Behind the scenes, Matt has been meeting with crews, divisions, and various Subject Matter Experts to integrate GIS technologies into SFD operations, improve operational efficiency, and support data-driven decision making. Along with Engineer-Paramedic Brian Espiau and User Support Technician Josh Clouch, he acts as one-third of AACES (Application Assessment: Clouch, Espiau, Spinelli), a team dedicated to the analysis, assessment, and deployment of technical solutions. AACES is improving the District's use of data, developing communication tools and dashboards to be deployed at each station, and looking for ways to improve call mapping, particularly at resorts and in the back-country when crews rely on offline data for safe and efficient emergency response.

While this is not all Matt has worked on in his first few months at SFD, it is a testament to how busy and useful he has made himself and how quickly he became a subject matter expert for the District.

Employee Spotlight

Name: Matthew Spinelli, Station 1

Nickname: Spinelli (mononym), component member of AACES

Profession Prior to SFD:

I spent over 13 years of environmental consulting and government contracting

Most Interesting SFD Moment: Anytime I can get out of the office and interact with the crews

Interesting Fact About You: I've been to 45 states, 11 countries and 34 UNESCO World Heritage sites

Skills: Cartography, problem-solving, cooking and lounging on the couch

Hobbies: Golf, hiking, pickleball, fishing and anything with my dogs

Interests: Travel, history, museums, animal rescue (especially Reservation dogs) and most things outdoors

Living Situation: Currently in an apartment in West Sedona (why? Are you looking for a beneficiary?)

Pets: 2 dogs, 1 cat, and foster whenever the living situation allows

Your "Why" for working at SFD: I needed a change of scenery and clients—and N. AZ is beautiful!

Favorite Firehouse Meal to Cook or Eat: I'm an adventurous foodie, surprise me!

Dream Vacation or Place to Visit: More travel goals than money or time, but sitting atop the short list are Iceland and Scotland.

Persons (dead or alive) you would most like to visit with: A golf foursome with Tiger Woods, David Duval, and Nick Faldo.



EVACUATION PLAN DEVELOPMENT

In pursuit of its commitment to public safety, SFD took proactive measures in collaboration with various stakeholders to develop comprehensive evacuation plans for the entire District in an effort that began in 2022 and was completed in 2023. This included a valuable partnership with the Sedona Police Department (SPD) and other relevant entities to identify and establish evacuation zones that would effectively respond to emergency situations and ensure the well-being of the community.

Recognizing the importance of coordinated efforts in emergency response and preparedness, SFD actively engaged with the SPD and other stakeholders to develop evacuation plans tailored to the unique needs of the District. These plans took into account factors such as geographic features, population density, transportation routes, and critical infrastructure to effectively define evacuation zones.

The collaboration between SFD, SPD and other stakeholders allowed for the pooling of resources, expertise, and local knowledge. Through collective efforts, the District was able to contribute diverse perspectives and insights to create evacuation plans that are comprehensive, reliable, and aligned with best practices in emergency management. The development of evacuation zones serves as a crucial framework for emergency operations, enabling efficient and coordinated evacuation procedures in the event of natural disasters, wildfires, and other emergencies.

Furthermore, the establishment of evacuation plans with identified zones demonstrates the shared commitment that fire, law enforcement, and emergency management have to proactive risk management and community resilience. By engaging with stakeholders and considering various scenarios, the District can anticipate potential challenges, optimize resource allocation, and effectively respond to emergencies, thereby enhancing the overall safety and well-being of the community.



MENTAL HEALTH

Sedona Fire took a significant step in 2022 by partnering with “Start Moving On” Counseling to enhance the mental health resources available to its personnel. This proactive approach to prioritizing mental health is crucial for several reasons.

Firstly, the demanding nature of emergency response work puts firefighters and other SFD personnel at a higher risk of experiencing mental health challenges. The exposure to traumatic events, prolonged stress, and the need to make split-second, life-and-death decisions can have a significant impact on their well-being. By partnering with “Start Moving On” Counseling, SFD acknowledges the importance of providing accessible and comprehensive mental health support to its personnel, helping them navigate and address the unique challenges they face.

Secondly, prioritizing mental health resources promotes a culture of wellness within the organization. When firefighters and emergency personnel feel supported in their mental well-being, they are more likely to seek help when needed and take proactive steps to maintain their mental health. This, in turn, leads to increased overall resilience, job satisfaction, and retention rates within the SFD.

Furthermore, addressing mental health concerns contributes to the overall operations readiness and effectiveness of SFD. Firefighters and emergency personnel who are mentally healthy and well-supported are better equipped to handle the physical and emotional demands of their roles. They can make clear and focused decisions during emergencies, communicate effectively with team members, and provide optimal care to the community. Prioritizing mental health resources ensures that SFD personnel can perform at their best and maintain high levels of professionalism and competency.

Moreover, by partnering with “Start Moving On” Counseling, SFD sends a powerful message that mental health is an integral part of overall well-being. The proactive stance reduces the stigma often associated with seeking help for mental health issues, creating a safe and supportive environment where individuals feel comfortable reaching out for assistance when needed. It fosters a culture where mental health is openly discussed, prioritized, and integrated into the broader concept of firefighter and emergency personnel wellness.

In summary, the partnership beginning in 2022 and formalized in 2023 between SFD and “Start Moving On” Counseling to enhance mental health resources is of utmost importance. It acknowledges the unique challenges faced by firefighters and emergency personnel, promotes a culture of wellness, and ensures operational readiness. By providing accessible and comprehensive mental health support, SFD demonstrates its commitment to the well-being of its personnel and reinforces the importance of mental health within the organization.

Employee Spotlight



Name: Kimberly Ann Smathers (but please call me Kim)

Nickname: Nothing fit to print :)

Prior to SFD Profession: Career (25+ years) Federal Government with many different agencies (Go ahead and ask about the CIA. I can tell you, but then...)

Most Memorable SFD Moment: Participating in the win of the Chili Cook-off!

Interesting Fact: I have really short legs...they match my patience level!

Skills: Not even one!

Hobbies: Volunteering, baking, reading, swimming, (or, most likely, floating, drinking beer and tanning!)

Interests: Any and all types of animals, architecture by Frank Lloyd Wright, Mid-Century Modern décor and design, accoutrements, and lifestyle, Western lifestyle & art, AND, if you want to know more, take me to dinner or out to shoot pool!

Living Situation: Shared mobile in Kachina Village, waiting for my Powerball ticket to hit!!

Pets: None of my own at this time, I pet-sit as my side gig.

Your “Why” for working at SFD: Needed a change after 25 years with the Feds (BEST decision I ever made!)

Firehouse Meal you’d like to be invited to: Whatever they cook on Board meeting nights!!

Dream Vacation or Place to Visit: All the gin joints, in all the world...

Person(s) (dead or alive) you would most like to visit with: St. Peter, Dad, Ronald Reagan, and ELVIS.

The 5 of us featured were the only ones who responded to the questionnaire....

ADMINISTRATION



Ever hear the screaming sirens and see the flashing lights coming to your rescue and wonder “who keeps those trucks on the road, orders parts, gets them fueled, and keeps them running to assist 24/7?” Or ponder “Who keeps the firefighters looking so sharp in their uniforms, who does their laundry and clean their turnouts after a fire?” If so, today’s the day your questions

will be answered!

Sedona Fire District has a devoted staff of administrative professionals who take care of these details on a daily basis for the fire crews and personnel. Admin functions as the “mother board” in SFD’s computer!



Heidi Robinson is the Director of Administrative Services. She and her staff are responsible for duties including Human Resources, Payroll & Benefits, and Station 1 Reception. Ms. Robinson oversees her personnel, making sure that the administrative division operates efficiently and effectively to produce things such as Requisitions, Purchase Orders, etc. She administers the Budget, making sure that reconciliation and invoices are processed to the correct accounts. The largest project Ms. Robinson oversaw this year was the design, implementation, and launch of the new SFD website.

Keona Freeman, Human Resources Analyst, is a vital part of the Administrative team, and one of the long-term employees with SFD. She is everything HR all rolled into one! Often you will find her, listening and advising personnel on a variety of situations. Ms. Freeman is one big ball of caring and her dedication to SFD shines through. She greets employees every morning with a smile and some mischief. She deals with staff in their best, and often, worst times, providing information, assistance, and love.



ADMINISTRATION



Branda Brothers, Payroll & Benefits Specialist, is another staff member SFD strives to keep smiling! Branda handles Payroll, Benefits, wildland billing, and other various duties in her role. Although often found pulling out her hair, Branda remains good-spirited in stressful situations and even though her door is often shut, she is always welcoming and has the information necessary to assist!

Michelle Miller, the Administrative Generalist, does a little bit of everything, as her title suggests. She orders, receives, sorts, and processes uniform orders, takes care of accounts payable/receivable, backfills other positions like Reception and Board Secretary, and does all the supply ordering. If you need something, see Michelle, she can get it for you the best price, in a red-hot hurry, and usually has a “coupon” to save you even more!



Receptionist Stephanie Knight is also a jill-of-all-trades, taking care of so many duties at the front desk. She is our greeter and main point of contact in the Station 1 front office. She takes care of all the SFD mail, deliveries, and other items coming and going from her command post. She also maintains inventory, sells items from the SFD Store, and tracks the purchases, accounting for the sales. There isn't much she isn't willing to try and is now learning to be the “guru” for the new SFD website.

Stephanie was named the Customer Support Employee of the Year for 2022! Stop in and see her, buy a t-shirt or an apron, and congratulate her on her award!

ADMINISTRATIVE “STRAYS”

The Emergency Medical Services (EMS) Division Assistant, Kris Ahern, also fulfills many roles in her duties for the EMS Division. She works with Department of Health Services for licenses and registration, and ensuring compliance in EMS. She works very judiciously with Ambulance Billing, assisting customers and helping reconcile with the billing service. She assists the HR Department with worker’s comp. promotional and hiring testing and administers the SFD Kindness Fund covering SFD members.



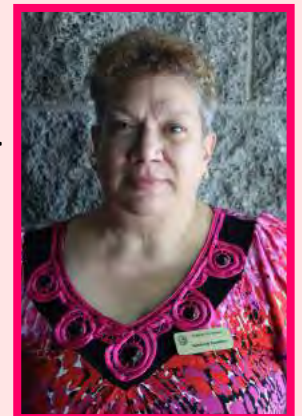
Kris is SFD’s “Mama Duck” and is often tasked with coordinating and securing sustenance for training, testing, and meetings held at SFD. Her office candy dish is still the most popular in the building! Kris is also a long-time SFD administrative professional.

Another long-time employee at SFD is the Community Risk Reduction Division Administrative Assistant, Carla Dufort. In her position, Carla supports the Fire Marshal and the Fire Inspectors, as well as covering other duties at SFD.



As the Fire Marshal’s office is one of the busiest in the organization, there’s a good chance that callers will speak with Carla. She has a wealth of knowledge about her programs and shares them with the community. Carla is always willing to share her vast knowledge of SFD history and anything else that might be helpful. She was also named the Administrative Support Employee of the Year for 2022!

As Executive Assistant to Leadership and the Fire Board, Kim Smathers is one of the newer members of the SFD family. Her position supports the Fire Chief and the Local Fire Board, including the Public Safety Personnel Retirement System.



And to answer the other questions posed at the beginning, the Firefighters do their own laundry, but Admin buys the washing machines!! And they are ALL great cooks, buying their own groceries and meal prepping. SFD has a VERY hardworking mechanic who takes care of most of the truck maintenance. Admin makes sure the bills are paid, the fuel keeps flowing, insurance and registrations are up-to-date, and the other functions to keep our SFD staff out and about, serving the community in the best possible way!



I AM NOT HERE FOR ME

I AM HERE FOR WE

AND WE ARE HERE FOR THEM