



**ARIZONA FIRE & MEDICAL AUTHORITY
GOVERNING BOARD REGULAR MEETING
MINUTES**

Tuesday, January 24, 2023

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Legal & Intergovernmental Affairs Director Lee Miller called the meeting to order on Tuesday, January 24, 2023, at 12:25 p.m. The meeting was held in person and virtually.

Members Present: Board Members Richard Bookie, Karen Gueltzow, Tony Sambol, Diane Price, Gary Benson, Paul Hunter and Bill Becker

Members Absent: None

2. INTRODUCTION OF NEWLY APPOINTED BOARD MEMBERS

3. DISCUSSION AND POSSIBLE ACTION RELATING TO SELECTION OF SEVENTH BOARD MEMBER

Board Member Price nominated James Young to serve on the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Young accepted the nomination. Board Member Gueltzow seconded the nomination.

Vote conducted. **MOTION FAILED.**

AYES: Bookie
NAYS: Benson, Hunter
PRESENT: Gueltzow, Price, Sambol

Board Member Benson nominated Bill Becker to serve on the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Becker accepted the nomination. Board Member Bookie seconded the nomination.

Vote conducted. **MOTION CARRIED.**

AYES: Benson, Bookie, Gueltzow, Hunter, Price, Sambol
NAYS: None
PRESENT: None

4. ELECTION OF GOVERNING BOARD OFFICERS

Board Member Price nominated Richard Bookie to serve as Chairperson of the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Bookie accepted the nomination. Board Member Benson seconded the nomination.

Board Member Bookie nominated Bill Becker to serve as Chairperson on the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Becker declined the nomination.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Benson, Bookie, Gueltzow, Hunter, Price, Sambol
NAYS: None
PRESENT: None

Board Member Bookie nominated Karen Gueltzow to serve as Clerk of the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Gueltzow accepted the nomination. Board Member Price seconded the nomination.

Board Member Benson nominated Diane Price to serve as Clerk of the Arizona Fire & Medical Authority Governing Board for a term expiring December 2024. Board Member Price declined the nomination.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Benson, Bookie, Gueltzow, Hunter, Price, Sambol
NAYS: None
PRESENT: None

5. CALL TO THE PUBLIC

There was no response to Call to the Public.

6. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Discussion and Possible Action relating to approval of the Arizona Fire & Medical Authority Fiscal Year-End 2021/22 Annual Comprehensive Financial Report.

Board Member Price moved that the Arizona Fire & Medical Authority Governing Board approve the Fiscal Year 2021/22 Final Annual Audit Report. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Benson, Bookie, Gueltzow, Hunter, Price, Sambol
NAYS: None
ABSENT: None

B. Arizona Fire & Medical Authority Financial Reports for December 2022.

Finance Director Rebecca Chitwood presented the Arizona Fire & Medical Authority Financial Reports for December 2022 and answered all questions from Board Members.

7. **CONSENT AGENDA**

A. Approve Monthly Financial Report for December 2022.

B. Approve the following Board Meeting Minutes:

- a. Joint Governing Board Meeting Minutes - December 6, 2022
- b. Executive Session – December 20, 2022
- c. Regular Meeting – December 20, 2022
- d. Joint Governing Board Meeting – December 20, 2022

C. Accept the South County Fire & Medical District’s property annexations approved at their Governing Board meeting on January 24, 2023.

Board Clerk Gueltzow moved that the Arizona Fire & Medical Authority Governing Board approve all items on the Consent agenda. Board Member Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Bookie, Gueltzow, Price, Sambol
NAYS: None
RECUSED: Benson, Hunter

8. **REGULAR BUSINESS**

A. Discussion and Possible Action relating to Lease with Maricopa Ambulance in support of the 2023 Super Bowl.

Assistant Chief Chris DeChant presented Glendale Fire Department’s request for assistance with providing emergency response staffing for Super Bowl Games hosted in the valley. Maricopa Ambulance provides ambulance coverage in the City of Glendale, and they are unable to provide all required ambulances and personnel to meet the National Football League requirements. Glendale Fire Department has requested assistance from AFMA to provide one (1) two-person walking team and one (1) two-person ambulance to staff emergency response for the stadium during the Super Bowl. Arizona Department of Health Services requires AFMA to sign an ambulance lease and paramedic staffing agreement with Maricopa Ambulance to fulfill Certificate of Necessity requirements.

Overtime costs for four (4) personnel is estimated at approximately \$4,000, which can be accommodated within the existing overtime budget.

Board Member Hunter moved that the Arizona Fire & Medical Authority Governing Board approve the Ambulance Lease and Paramedic Staffing Agreement with Maricopa Ambulance to support the Glendale Fire Department for the 2023 Super Bowl. Board Member Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Bookie, Gueltzow, Price, Sambol

NAYS: None

RECUSED: Benson, Hunter

B. Receive information relating to Drive Cam Program

Finance Director Chitwood reported that at the December 20, 2022, AFMA Governing Board meeting, Chairman Wilson requested information on the Drive Cam Program. The Drive Cam Program was implemented sometime before 2010 and was terminated as of June 2022. The Drive Cam Program was included in the Fiscal Year 2022/23 Operating Budget for a total of \$35,400. In June 2022, the contract with Drive Cam was terminated at a cost of \$6,000 leaving \$29,400 remaining in this program budget which has yet to be reallocated.

Staff consulted with VFIS of Arizona (insurance carrier for AFMA) on the cost effectiveness of the Drive Cam Program and its impact on insurance rates and legal outcomes of traffic accidents. VFIS reported that over the last three fiscal years, there were a total of 4 traffic accidents where AFMA staff were deemed to be at fault (3 in 2020, 1 in 2022). During the analysis, VFIS noted the minimal number of traffic accidents caused by Authority Staff were not significantly impacting the Authority's insurance rates. VFIS reported to Authority Staff that the premium savings originally provided when drive cams were first installed (before 2010) has been eroded over time, so much so that the annual program cost of more than \$35,000 is no longer the most cost effective tool, and, in some cases having a video recording of traffic accidents available for investigations can increase liability concerns and exposure to legal action.

Staff ultimately felt the internal controls in place across the Authority, such as having four firefighters on an engine and two emergency medical staff on ambulances is the most cost effective and strongest method to limiting traffic accidents and legal exposure.

Board Member Hunter left the meeting at 1:00 p.m.

C. Discussion and Possible Action relating to Capital Improvement Plan (CIP) Expenditure – Ambulance Vehicle Purchase.

Division Chief Kane Nixon presented the request to utilize CIP funds to purchase four (4) ambulances needing replacement due to age and milage. The existing ambulances will transition into reserve units upon receipt of the new ambulances.

The apparatus committee solicited bids from four different ambulance manufactures including Demers, Medix, Horton, and Road Rescue. After carefully reviewing all proposals, the committee invited each vendor for an in-person demonstration to answer questions and showcase their product. At the conclusion of this process Medix was chosen as the vendor Staff is recommending to the Governing Board to manufacture these ambulances.

Medix builds a quality product and offers the best value of all the manufactures. Currently, the Buckeye Valley Fire District has ambulances on order from Medix and have spoken highly of their experience. Medix will not only provide AFMA with quality ambulances but will increase consistency with the Buckeye Valley Fire District’s ambulance fleet.

Originally, the Committee opted to budget the gurney and power load system separately; however, it was identified that Medix can procure and install the needed gurneys and power load systems at a lower cost. The committee is confident that they compiled an ambulance specification that will meet the future needs of the Authority.

Board Member Price moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$1,834,208 for the purchase of four replacement ambulances. Board Member Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Bookie, Gueltzow, Price, Sambol
NAYS: None
RECUSED: Benson
ABSENT: Hunter

9. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

There were no additional items suggested.

10. ADJOURNMENT

The meeting was adjourned at 1:06 p.m.

Karen Gueltzow
Karen Gueltzow (Feb 28, 2023 17:04 MST)

Karen Gueltzow, Board Clerk







January 24 2023 Minutes AFMA

Final Audit Report

2023-03-01

Created:	2023-02-28
By:	Dusty Christopherson (dchristopherson@afma.az.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9tQ3yF6pmD79Nfs11i_5bs-3yhI9EfAj

"January 24 2023 Minutes AFMA" History

-  Document created by Dusty Christopherson (dchristopherson@afma.az.gov)
2023-02-28 - 11:04:39 PM GMT- IP address: 66.210.247.226
-  Document emailed to kgueltzow@afma.az.gov for signature
2023-02-28 - 11:05:07 PM GMT
-  Email viewed by kgueltzow@afma.az.gov
2023-03-01 - 0:02:53 AM GMT- IP address: 174.238.230.22
-  Signer kgueltzow@afma.az.gov entered name at signing as Karen Gueltzow
2023-03-01 - 0:04:02 AM GMT- IP address: 174.238.230.22
-  Document e-signed by Karen Gueltzow (kgueltzow@afma.az.gov)
Signature Date: 2023-03-01 - 0:04:04 AM GMT - Time Source: server- IP address: 174.238.230.22
-  Agreement completed.
2023-03-01 - 0:04:04 AM GMT