



NORTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD SPECIAL MEETING MINUTES

Tuesday, January 26, 2021

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, January 26, 2021, at 11:23 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk Dawn Miller, Board Members Tony Sambol, and James Young

Members Absent: Board Member Richard Bookie

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Division Chief Kane Nixon, Division Chief/Fire Marshal Eric Kriwer, Division Chief Brad Puckett, Finance Manager Diane Goke, and Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: South County Fire & Medical District Board Members Bill Becker, John Crawford, Karen Gueltzow, and Diane Price

Media Present: None

Public Comment: None

2. CALL TO THE PUBLIC

There was no response to the Call to the Public.

3. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Discussion and Possible Action relating to approval of the North County Fire & Medical District Fiscal Year-End 2019/20 Final Annual Audit Report.

There was no further discussion following the presentation from Walker & Armstrong, LLP at the Joint Governing Board Workshop meeting held on January 26, 2021.

Board Member Young moved that the North County Fire & Medical District Governing Board approve the Fiscal Year-End 2019/20 Final Annual Audit Report. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Miller, Sambol, Wilson, Young
NAYS: None
ABSENT: Bookie

B. Discussion and Possible Action relating to approval of the North County Fire & Medical District Fiscal Year-End 2019/20 Ambulance Revenue & Cost Report.

There was no further discussion following the presentation from Diane Goke, Finance Manager at the Joint Governing Board Workshop meeting held on January 26, 2021.

Board Clerk Miller moved that the North County Fire & Medical District Governing Board approve the Fiscal Year-End 2019/20 Final Annual Audit Report. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Miller, Sambol, Wilson, Young
NAYS: None
ABSENT: Bookie

Board Member Bookie joined the meeting at 11:29 a.m.

C. North County Fire & Medical District Financial Reports for December 2020.

Diane Goke, Finance Manager presented the North County Fire & Medical District Financial Reports for December 2020 and answered any questions from Board Members.

D. Accept Fiscal Year 2021/22 Budget Development Schedule.

Diane Goke, Finance Manager presented the Fiscal Year 2021/22 Budget Development Schedule and answered any questions from Board Members.

Board Clerk Miller moved that the North County Fire & Medical District Governing Board accept the Fiscal Year 2021/22 Budget Development Schedule. Board Member Young seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Miller, Sambol, Wilson, Young
NAYS: None
ABSENT: None

Item No. 4D was removed from the Consent Agenda for discussion but was voted on as part of the Consent Agenda vote.

4D. Accept Fire Protection Services Agreement with Lawrence Hancock.

Mary Dalton, Assistant Chief, explained Mr. Hancock reached out to the Arizona Fire & Medical Authority expressing interest in having fire protection on his property, but that his property is not contiguous to current District boundaries, therefore the property cannot yet be annexed into the District. To assist in these scenarios the District enters into Fire Protection Services agreements with these property owners to provide fire protection services, until such a time that the property is contiguous with Fire District boundaries and can be annexed into the District formally. Property owners who agree to enter into these fire protection services agreements, also agree to pay to the District an annual fee equal to what would be paid through property taxes in addition to an administrative fee.

4. CONSENT AGENDA

- A. Approve Monthly Financial Reports for December 2020.
- B. Approve Transfer of Revenues from North County Fire & Medical District to Arizona Fire & Medical Authority (AFMA) in accordance with the AFMA Joint Power Authority Intergovernmental Agreement.
- C. Approve Board Meeting Minutes – December 15, 2020.
- D. Accept Fire Protection Services Agreement with Lawrence Hancock.

Board Clerk Miller moved that the North County Fire & Medical District Governing Board approve all items on the Consent agenda. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Miller, Sambol, Wilson, Young
NAYS: None
ABSENT: None

5. CURRENT EVENT SUMMARIES AND REPORTS

- A. Operations Division (Including Operations/Deployment, Support Services, and Emergency Medical Services/Training) – Current Event Summary for December 2020

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for December 2020 and answered any questions from Board Members.

Brad Puckett, Division Chief – Support Services, provided the Governing Board with an update on the construction at Station 341.

B. Community Risk Management Division – Current Event Summary for December 2020

Eric Kriwer, Deputy Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for December 2020 and answered any questions from Board Members.

C. Business Services Division - (Including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for December 2020

Mary Dalton, Assistant Chief presented the Business Services Division Monthly Report for December 2020 and answered any questions from Board Members.

Kane Nixon, Division Chief – Planning provided the Governing Board with an update on the Accreditation Hearing process and the COVID-19 status and statistics across the nation, in the State, and within the County.

D. Correspondence Review – Correspondence received or sent by the North County Fire & Medical District which would be of interest to the Governing Board will be reviewed by the Board Clerk.

There was no correspondence to review for the month of December 2020.

6. **SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS**

There were no items suggested for future agendas.

7. **ADJOURNMENT**

The meeting adjourned at 11:34 a.m.

Dawn Miller

Dawn Miller (Mar 25, 2021 20:09 PDT)

Dawn Miller, Board Clerk


January 26 2021 Minutes

Final Audit Report

2021-03-26

Created:	2021-03-24
By:	Dusty Christopherson (dchristopherson@afma.az.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAARP1i8RrhUWg7-R5PXL7ZxEqTyW3DuYI2

"January 26 2021 Minutes" History

-  Document created by Dusty Christopherson (dchristopherson@afma.az.gov)
2021-03-24 - 5:57:02 PM GMT- IP address: 66.210.247.226
-  Document emailed to Dawn Miller (dmiller@afma.az.gov) for signature
2021-03-24 - 5:57:43 PM GMT
-  Email viewed by Dawn Miller (dmiller@afma.az.gov)
2021-03-26 - 3:08:32 AM GMT- IP address: 68.228.200.191
-  Document e-signed by Dawn Miller (dmiller@afma.az.gov)
Signature Date: 2021-03-26 - 3:09:31 AM GMT - Time Source: server- IP address: 68.228.200.191
-  Agreement completed.
2021-03-26 - 3:09:31 AM GMT