

NORTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, March 23, 2021

MINUTES

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

Board Clerk Miller called the meeting to order on Tuesday, March 23, 2021, at 09:42 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 Richard Bookie, Tony Sambol, and James Young

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Chris DeChant, Division Chief Kane Nixon, Division Chief/Fire Marshal Eric Kriwer, Division Chief Brad Puckett, Captain Matt Burry, Acting Finance Manager Coaleen Poland, Administrative Manager Deborah Musselman and Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: South County Fire & Medical District Board Members Jack Arend, 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. North County Fire & Medical District Financial Reports for January and February 2021.

Coaleen Poland, Acting Finance Manager presented the North County Fire & Medical District Financial Reports for January and February 2021 and answered any questions from

Board Members.

B. Fiscal Year 2021/22 Budget Development Updates.

Ms. Poland presented updates for the North County Fire & Medical District’s Budget Development schedule.

4. CONSENT AGENDA

- A. Approve Monthly Financial Reports for January and February 2021.
- 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 Governing Board Meeting Minutes – January 26, 2021.

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, Smith, Wilson
 NAYS: None
 ABSENT: None

5. CURRENT EVENTS SUMMARIES AND REPORTS

- A. Operations Division (Including Operations/Deployment, Support Services, and Emergency Medical Services/Training) – Current Event Summary for February 2021.

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for February 2021 and answered any questions from Board Members.

Assistant Chief DeChant noted that the Operations Division has started to see a slight increase in overall call volume of approximately 3% and are seeing an increase in small brush fires in the Tonopah area as well. The Authority is anticipating an aggressive wildland season.

Assistant Chief DeChant added that the Authority will begin the ET3 (Emergency Triage, Treat and Transport) Program and related training in late Spring, 2021, and will provide the Governing Board with updates as the program progresses. In general, in-person training across the Authority is down due to COVID-19 Pandemic restrictions. In response to an inquiry regarding drivers training, Chief DeChant explained that drivers training typically takes place in cooler months and in vacant parking lots within the Authority community.

B. Community Risk Management Division – Current Event Summary for February 2021.

Eric Kriwer, Deputy Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for February 2021 and answered any questions from Board Members. Deputy Chief/Fire Marshal Kriwer added that the Authority realizes an 85% save rate in fire incidents year-to-date.

In response to an inquiry, Deputy Chief/Fire Marshal Kriwer noted that fully vaccinated Fire Corps members are resuming limited activities such as lockbox and inspection activities, but not engaging in patient contact.

Deputy Chief/Fire Marshal Kriwer gave an update on development activities throughout the Authority.

In response to an inquiry regarding lockboxes, Deputy Chief/Fire Marshal Kriwer explained that when there is a property ownership change or an owner changes their locks, it is the owner's responsibility to contact the Authority to schedule a key replacement which is completed at no charge to the homeowner. Occasionally, Fire Corp members sweep neighborhoods to perform maintenance on the operability of the lock and key.

In response to an inquiry relating to the Stop the Bleed Program, Fire Chief Rob Biscoe explained that the Authority will continue to look for opportunities to partner with other community organizations (i.e., schools, churches) to train on how to best respond to large catastrophic events or mass-casualty incidents where Stop the Bleed training and kits may be beneficial. Authority personnel receive ongoing training for these types of incidents.

C. Business Services Division - (Including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for February 2021.

Kane Nixon, Division Chief - Planning presented the Business Services Division Report for February 2021 and answered any questions from Board Members noting that most of the administrative staff have been vaccinated and are either working in the office on a full-time basis or remotely part-time.

Division Chief Nixon stated that annexation meetings with property owners in both North and South County continue to take place and that the mailing campaign has increased communications resulting in additional recorded annexations.

Division Chief Nixon reported that I.T. Manager Chris Arrington has begun his grant-funded Cybersecurity Training courses and noted that there have not been any significant cybersecurity threats against the Authority to date, but staff is preparing for such an incident.

Division Chief Nixon explained that the Emergency Management Section has completed its support of Maricopa County's Northwest COVID-19 Vaccination Point of Distribution (POD) which closed on March 18, 2021. This POD administered over 50,000 vaccinations.

Division Chief Nixon reported that the Authority has received the 2021 Tax Levy Limit Worksheets for both North and South County. North County has a 6% increase and South County has a 7.3% increase for the net-assessed values.

Division Chief Nixon explained that recent EMS recruitment efforts resulted in six conditional offers to 4 EMTs and 2 Paramedics to begin employment on March 29, 2021. Recruitment for the open Finance Director position is ongoing.

- 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.

6. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

There were no items suggested.

7. ADJOURNMENT

The meeting adjourned at 10:17 a.m.

James Young

James Young (Jun 4, 2021 13:56 PDT)

James Young, Board Clerk






March 23, 2021 Final Minutes - NCFMD

Final Audit Report

2021-06-04

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