



# **SOUTH 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 Chairman Price called the meeting to order on Tuesday, March 23, 2021, at 09:00 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman Diane Price, Board Clerk Karen Gueltzow, Board Members Jack Arend, Bill Becker, and John Crawford

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: North County Fire & Medical District Board Members Richard Bookie, Dawn Miller, Tony Sambol, David Wilson, and James Young

Media Present: None

Public Comment: None

*On order of Chairman Price the agenda was taken out of order.*

### **3. ELECTION OF GOVERNING BOARD OFFICERS**

**Board Member Crawford nominated Diane Price to serve as Chairman of the South County Fire & Medical District Governing Board.**

**Ms. Price accepted the nomination.**

There were no further nominations.

Vote conducted. **MOTION CARRIED.**

AYES: Arend, Becker, Crawford, Gueltzow, Price  
NAYS: None  
ABSENT: None

**Board Chairman Price nominated Karen Gueltzow to serve as Board Clerk of the South County Fire & Medical District Governing Board.**

**Mrs. Gueltzow accepted the nomination.**

There were no further nominations.

Vote conducted. **MOTION CARRIED.**

AYES: Arend, Becker, Crawford, Gueltzow, Price  
NAYS: None  
ABSENT: None

**4. CALL TO THE PUBLIC**

There was no response to the Call to the Public.

**5. FINANCIAL SUMMARIES**

A. South County Fire & Medical District Financial Reports for January and February 2021.

Coaleen Poland, Acting Finance Manager presented the South 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 South County Fire & Medical District’s Budget Development schedule.

**6. CONSENT AGENDA**

A. Approve Monthly Financial Reports for January and February 2021.

B. Approve Transfer of Revenues from South 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 – January 26, 2021 and February 23, 2021.

- D. Adopt Resolution No. SC21-0323-1 authorizing annexation request of Parcel No. 504-12-092C, located at 34749 W. Hopi Street, Maricopa County, Arizona (Property Owner: Alison Mealey).
- E. Adopt Resolution No. SC21-0323-2 authorizing annexation request of Parcel No. 401-42-525, located at 33328 W. Siesta Way, Maricopa County, Arizona (Property Owner: Beatriz Mendoza).

**Board Member Becker moved that the South County Fire & Medical District Governing Board approve all items on the Consent agenda. Board Clerk Gueltzow seconded the motion.**

Vote conducted. **MOTION CARRIED.**

AYES: Arend, Becker, Crawford, Gueltzow, Price  
NAYS: None  
ABSENT: None

## **7. CURRENT EVENT 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.

- 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.

*On order of Chairman Price agenda was taken out of order.*

**2. GOVERNING BOARD MEMBER JACK AREND SWEARING-IN CEREMONY**

The Oath of Office for newly appointed Board Member Jack Arend was administered.

*On order of Chairman Price agenda was taken out of order.*

**7. CURRENT EVENT SUMMARIES AND REPORTS (continued)**

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 has 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 South County Fire & Medical District which would be of interest to the Governing Board will be reviewed by the Board Clerk.

Board Clerk Gueltzow read correspondence sent or received on behalf of the South County Fire & Medical District during the month of February 2021.

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

There were no items suggested for future agendas.

**9. ADJOURNMENT**

The meeting adjourned at 09:38 a.m.

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Karen Gueltzow, Board Clerk