



# ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, March 28, 2023

## MINUTES

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

Board Chairman Bookie called the meeting to order on Tuesday, March 28, 2023, at 2:00 p.m. The meeting was held in person and virtually.

Members Present: Board Chairman Richard Bookie (NCFMD), Board Clerk Karen Gueltzow (SCFMD), Board Members Bill Becker (SCFMD), Diane Price (SCFMD), and Tony Sambol (NCFMD)

Members Absent: Board Members Gary Benson (BVFD) and Paul Hunter (BVFD)

### 2. CALL TO THE PUBLIC

There was no response to the Call to the Public.

### 3. FINANCIAL SUMMARIES AND AUDIT REPORTS

#### A. Arizona Fire & Medical Authority Financial Reports for February 2023.

Finance Director Chitwood presented the Arizona Fire & Medical Authority Financial Reports for February 2023 and answered all questions from Board Members.

### 4. CONSENT AGENDA

#### A. Approve Monthly Financial Report for February 2023.

#### B. Approve the Joint Governing Board Retreat Meeting Minutes of February 25, 2023.

#### C. Approve the Joint Governing Board Meeting Minutes of February 28, 2023.

#### D. Approve the Regular Governing Board Meeting Minutes of February 28, 2023.

#### E. Accept the South County Fire & Medical District's property annexations approved at their Governing Board meeting on March 28, 2023.

**Board Member Price moved that the Arizona Fire & Medical Authority Governing Board approve all items on the Consent agenda. Board Member Sambol seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

**5. REGULAR BUSINESS**

- A. Announce Distinguished Budget Presentation Award from the Government Finance Officers Association for Fiscal Year 2022.

Finance Director Chitwood announced that the Government Finance Officers Association (GFOA) awarded the Arizona Fire & Medical Authority the Distinguished Budget Presentation Award for Fiscal Year 2022. This is an award presented to government organizations for producing exceptional budget documents that strive to improve clarity and transparency to the public.

Board Members congratulated the Finance Division for their exceptional work and for continuing to strive to improve processes for the organization and the public.

- B. Discussion and Possible Action relating to adoption of proclamation recognizing the month of April 2023 as Cancer Control Month.

Division Chief/Fire Marshal Eric Kriwer read the proclamation recognizing April 2023 as Cancer Control Month across the Authority noting that cancer caused 70% of the career firefighter line-of duty deaths in 2016, indicating a firefighter has a 14% higher risk of dying from cancer than the general U.S. population.

**Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board adopt a proclamation declaring April 2023 as Cancer Control Month throughout the Authority. Board Member Becker seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

- C. Discussion and Possible Action relating to adoption of proclamation recognizing the week of April 16-22, 2023 as National Volunteer Week.

Division Chief/Fire Marshal Eric Kriwer read the proclamation recognizing April 16-22, 2023 as National Volunteer Week noting the Authority has over 30 Fire Corps volunteers focusing on many non-emergency functions including, fire inspections, residential

emergency lock box installations and maintenance, home safety surveys, community event assistance and administrative office support.\

Board Member Becker stated that he is looking forward to seeing these proclamations shared with the community on AFMA’s social media platforms.

**Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board adopt a proclamation declaring April 16-22, 2023, as National Volunteer Week throughout the Authority. Board Clerk Gueltzow seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

D. Discussion and Possible Action relating to approval of the regular meeting schedule for the remainder of calendar year 2023.

Administrative Director Christopherson noted that this item is being presented as a result of the Governing Board Retreat on February 25, 2023 to maintain the regular meeting schedule on the 4<sup>th</sup> Tuesday of each month at 11:00 a.m.

**Board Member Becker moved to hold the updated regular meeting schedule for the Arizona Fire & Medical Authority until June 2023. Board Member Sambol seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

E. Discussion and Possible Action relating to approval of the Official Statement of Posting Locations.

**Board Member Price moved to approve the Official Statement of Posting Locations for the Arizona Fire & Medical Authority. Board Member Becker seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

F. Discussion and Possible Action relating to approval of the updated Bylaws and Rules of Procedure for the Arizona Fire & Medical Authority.

Administrative Director Christopherson presented the updated Bylaws and Rules of Procedure for the Arizona Fire & Medical Authority noting amendments made to allow for an alternate on standing committees and an effort to reference State law here appropriate.

North County Fire & Medical District Board Member Wilson stated he disagrees with allowing appointed District Board Members to serve on the Arizona Fire & Medical Authority (AFMA), noting his preference to allow only those elected to serve on the AFMA Governing Board.

**Board Member Becker moved that the Arizona Fire & Medical Authority approve the updated Bylaws and Rules of Procedure. Board Clerk Gueltzow seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

*On order of the Chairperson, the agenda was taken out of order.*

6. **EXECUTIVE SESSION**

A. Discussion on matters pursuant to ARS 38-431.03(A)(3) for legal advice relating to Public Safety Personnel Retirement System (PSPRS) Local Board.

**Board Member Price moved to enter Executive Session on matters pursuant to ARS 38-431.03(A)(3) relating to the PSPRS Local Board. Board Member Becker seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

*The Governing Board moved into Executive Session at 2:32 p.m., and reconvened the open session at 2:53 p.m., with all members present.*

5. **REGULAR BUSINESS – CONTINUED**

G. Discussion and Possible Action relating to PSPRS Local Board operations.

**Board Clerk Gueltzow moved to request BVFD Staff to issue a letter of termination to the Harquahala Fire District to terminate the Intergovernmental Agreement between them relating to PSPRS Local Board assistance.**

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Bookie, Gueltzow, Price, Sambol

NAYS: None

ABSENT: Benson, Hunter

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

There were no additional items suggested.

7. **ADJOURNMENT**

The meeting was adjourned at 2:55 p.m.

*Karen Gueltzow*

Karen Gueltzow (Apr 26, 2023 11:14 PDT)

Karen Gueltzow, Board Clerk







# 03.28.23 AFMA Board Meeting Minutes

Final Audit Report

2023-04-26

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