



**ARIZONA FIRE & MEDICAL AUTHORITY  
BUCKEYE VALLEY FIRE DISTRICT  
NORTH COUNTY FIRE & MEDICAL DISTRICT  
SOUTH COUNTY FIRE & MEDICAL DISTRICT  
JOINT GOVERNING BOARD MEETING**

**March 28, 2023**

**MINUTES**

**1. CALL TO ORDER / AFFIRMATION OF QUORUM**

Board Chairman Bookie called the Joint Governing Board Meeting to order on Tuesday, March 28, 2023, at 9:05 a.m. The meeting was held in person and virtually.

Members Present: South County Fire & Medical District Board Members Bill Becker, John Crawford, Karen Gueltzow, and Diane Price; North County Fire & Medical District Board Members Richard Bookie, Tony Sambol, Russell Smith, and David Wilson; Buckeye Valley Fire District Board Member Gary Benson

Members Absent: South County Fire & Medical District Board Member Jack Arend; North County Fire & Medical District Board Member James Young; Buckeye Valley Fire District Board Members Melanie Hardy, John Heiden, Paul Hunter, and Daniel Richardson

Fire Chief Mark Burdick introduced new hire Ashley Losch, Marketing Director, noting her experience in the fire service with the City of Glendale and her work on marketing and social media to further the efforts of the fire service. AFMA is excited to have her join the team. Governing Board members welcomed Ms. Losch to the team.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Board Chairman Bookie led the Pledge of Allegiance.

**3. CALL TO THE PUBLIC**

There was no response to Call to the Public.

**4. CURRENT EVENT SUMMARIES AND REPORTS**

A. Operations Division (Including Operations/Deployment and Emergency Medical Services/Training) – Current Event Summary for February 2023.

Assistant Chief DeChant presented the Operations Division Monthly Report, Emergency Medical Services (EMS) Director Chris Ells presented the EMS report update, and Division Chief Spencer Snyder presented the Training report update for the month of February 2023.

In response to inquiries, Assistant Chief DeChant noted that when a Community Response resource comes into the AFMA jurisdiction through automatic aid, there is no bill due, as it is a resource available in the valley wide system.

EMS Director Ells noted that a thorough study is underway between AFMA and the Buckeye Valley Fire District (BVFD) as to where best to place ambulances and services to residents, these statistics will be incorporated into the monthly reports beginning in July 2023, after the agencies are fully engaged with one another.

*The Governing Boards took a recess at 10:08 a.m. and reconvened at 10:19 a.m. with all members present.*

B. Community Risk Management Division – Current Event Summary for February 2023.

Division Chief/Fire Marshal Eric Kriwer presented the Community Risk Management Division Monthly Report for February 2023 and answered all questions from Board Members.

C. Business Division (including Planning/Tech Services/Emergency Management/Support Services, Financial Services, Administration, and Human Resources) – Current Event Summary for January 2023.

Assistant Chief Mary Dalton provided the Governing Boards with an update on recent legislative activities discussing HB2028 relating to PSPRS contribution rates, HB2989 relating to reciprocity for military veteran new hires, SB1273 relating to personal property tax, and SB1276 relating to commercial property taxes.

Legal & Intergovernmental Affairs Director Lee Miller, reminded the Governing Boards that advocacy by a government agency for/against any legislation is prohibited by law, however individual elected board members are free to express their own view points as elected officials.

Human Resources Director Shauna Fisher, Administrative Director Dusty Christopherson, Finance Director Rebecca Chitwood, and Division Chief Kane Nixon presented their individual Business Division Monthly Reports for February 2023 and answered all questions from Board Members.

*North County Fire & Medical District Board Member James Young arrived at 10:49 a.m.*

- D. Arizona Fire & Medical Authority Chapter of the United Sun Cities Firefighters Association – International Association of Firefighters Local 3573 Updates.

Captain Scott Dial provided updates on the activities and events of Local 3573 for the month of February 2023, including labor’s recent trip to Washington, D.C. to advocate for resources to help firefighters and fire districts. South County Fire & Medical District Board Member Crawford applauded labor’s recent attendance at the Art @ The Lakes event, which had a great turnout and many attendees enjoyed AFMA’s and labor’s presence at this event.

- E. Correspondence Review – Correspondence received or sent by the Governing Boards/Fire Chief which would be of interest to the Governing Boards will be reviewed by the AFMA Board Clerk.

Board Clerk Gueltzow reported that there was no correspondence received during the month of February 2023.

**5. REGULAR BUSINESS**

- A. Receive update on Transition Plan relating to bringing the Buckeye Valley Fire District into AFMA as a member district.

Fire Chief Burdick presented the Governing Board with an update on activities relating to bringing the BVFD into AFMA noting the recent decision by the State Fire Marshal’s Office that they would allow AFMA to enforce the State’s Fire Code within the BVFD’s jurisdiction. Should AFMA and the BVFD be interested in implementing AFMA’s code within the BVFD’s jurisdiction, an item will need to be placed on the ballot for the community to vote upon.

In response to an inquiry relating to transition costs, Finance Director Chitwood stated that the Finance Division has created a project code to track these expenses with the goal of settling the costs between agencies at the end of this transition process.

- B. Receive update on Fiscal Year 2024 budget development.

Finance Director Chitwood reported on the activities to develop the Fiscal Year 2024 budget including the updated Net Assessed Valuations from Maricopa County which includes a combined reduction in revenue of approximately \$165,000.

Gabe Buldra, James Vincent Group provided the Governing Boards with an update on current revenue projections, wage & benefit costs, supplemental operational requests from Staff, and Capital Plan requests. Due partly to increased inflationary costs, Mr. Buldra reported that in order to maintain status quo across the Authority another \$1.9 million in revenue would need to be generated. In order to make this number, both the North County Fire & Medical District and the South County Fire & Medical District would need to increase their tax rate by approx. .20 cents each. The Buckeye Valley Fire District is already

slated to max out their tax rate. Mr. Buldra noted that these numbers are preliminary and that Staff is currently analyzing activities and other possible solutions.

*The Governing Boards took a recess at 12:20 p.m. for lunch and returned at 12:35 p.m. with all members present.*

**6. ADJOURNMENT**

The meeting adjourned at 12:37 p.m.

*Karen Gueltzow*

[Karen Gueltzow \(Apr 26, 2023 11:15 PDT\)](#)

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Karen Gueltzow, Board Clerk

# 03.28.23 Joint Governing Boards Meeting Minutes

Final Audit Report

2023-04-26

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