



# NORTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, June 22, 2021

## MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, June 22, 2021, at 10:10 a.m. The meeting was held telephonically and in person due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk James Young, Board Members Richard Bookie, and Tony Sambol.

Members Absent: None

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, Captain Johnny Padilla, Acting Finance Manager Coaleen Poland, Management Analyst Deborah Musselman, and Administrative Director Dawn Miller.

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller.

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

Media Present: None

Public Comment: None

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

Chairman Wilson led the Pledge of Allegiance.

### 3. CALL TO THE PUBLIC

There was no response to the Call to the Public.

### 4. EXECUTIVE SESSION

A. Interviews of Board Member Applicants.

**Board Clerk Young moved that the North County Fire & Medical District Governing Board convene into Executive Session. Board Member Sambol seconded the motion.**

Vote Conducted: **MOTION CARRIED.**

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

The Governing Board adjourned to convene into Executive Session at 10:15 a.m.

The Governing Board reconvened the regular North County Fire & Medical District Meeting at 11:05 a.m.

B. Appointment of New Board Member.

**Board Clerk Young moved that the North County Fire & Medical District Governing Board appoint James Canning to serve on the North County Fire & Medical District Governing Board for a term expiring December 2022. Board Member Sambol seconded the motion.**

Vote Conducted: **MOTION DID NOT CARRY.**

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

**Board Chairman Wilson moved that the North County Fire & Medical District Governing Board appoint Russell “Smitty” Smith to serve on the North County Fire & Medical District Governing Board for a term expiring December 2022. Board Member Sambol seconded the motion.**

Vote Conducted: **MOTION CARRIED.**

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

5. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. North County Fire & Medical District Financial Reports for May 2021.

Coaleen Poland, Acting Finance Manager presented the North County Fire & Medical District Financial Reports for May 2021 and answered any questions from Board Members.

6. PUBLIC HEARING

- A. Hold a public hearing relating to the adoption of Resolution No. NC21-0622-1 of the North County Fire & Medical District adopting the Fiscal Year 2021-22 Budget & Operational Plan.

Assistant Chief Dalton presented the Governing Board with the final Fiscal Year 2021-22 Budget & Operational Plan noting that this document is largely the same as the tentatively adopted budget from May 2021. She noted that the tax rate remains the same at \$2.86.

Assistant Chief Dalton stated that the budget plan endeavors to maintain or enhance service and to program public funds in an efficient manner. Assistant Chief Dalton answered all questions from Board Members.

Board Chairman Wilson opened the public hearing. There were no public comments received. Board Chairman Wilson closed the public hearing.

**Board Clerk Young moved that the North County Fire & Medical District adopt Resolution No. NC21-0622-1 adopting the Fiscal Year 2021-22 Budget & Operational Plan. Board Member Bookie seconded the motion.**

Vote Conducted: **MOTION CARRIED.**

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

## 7. CONSENT AGENDA

- A. Approve Monthly Financial Reports for May 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 Joint Governing Board Budget Workshop Meeting Minutes - May 18, 2021.
- D. Approve Governing Board Meeting Minutes –May 25, 2021.
- E. Accept Fire Protection Services Agreement with Casey and Kamy Cannon.

**Board Member Sambol moved that the North County Fire & Medical District Governing Board approve all items on the Consent agenda. Board Member Young seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

## 8. CURRENT EVENTS SUMMARIES AND REPORTS

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

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

Assistant Chief DeChant noted that the Operations Division has continued to see a slight increase in overall call volume.

In response to an inquiry Assistant Chief DeChant stated that the staff are responding positively to the increase in training hours.

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

Eric Kriwer, Division Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for May 2021 and answered any questions from Board Members.

Division Chief/Fire Marshal Kriwer noted there had been one fire in the Authority with a total loss.

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

Mary Dalton, Assistant Chief – Business Division presented the Business Division Services Report for May 2021 and answered any questions from Board Members noting that the Administrative and Financial Sections had worked diligently on finalizing the FY 2021-22 Budget & Operational Plan. Assistant Chief Dalton also gave legislative updates to the Board.

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.

## 9. REGULAR BUSINESS

A. Discussion and Possible Action regarding Certificates of Participation (COP) relating to the potential refinancing of the Public Safety Personnel Retirement System (PSPRS) pension liability debt.

Fire Chief Biscoe provided an update on the status of the Certificates of Participation (COP) process noting that there may be some finalization of a package in July for the Governing Boards to review. Fire Chief Biscoe mentioned there may be the need for a private rating, and that there would be further discussion on this at the upcoming Arizona Fire & Medical Authority meeting.

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

Future agenda items were reviewed.

**11. ADJOURNMENT**

The meeting adjourned at 11:59 a.m.

  
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James Young, Board Clerk

Approved