



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, June 27, 2023

MINUTES

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

Board Chairman Bookie called the AFMA Governing Board meeting to order on Tuesday, June 27, 2023, at 12:30 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), Gary Benson (BVFD), Diane Price (SCFMD), and Tony Sambol (NCFMD)

Members Absent: Board Member 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 April 2023.

Rebecca Chitwood, Finance Director reviewed the April 2023 financial reports for the Arizona Fire & Medical Authority and answered all questions from Board Members.

Board Members requested a presentation on the current Capital Improvement Plan project list and updates on projects currently in progress.

4. CONSENT AGENDA

A. Approve Monthly Financial Reports for April 2023.

B. Approve the following meeting minutes:

A. Regular Governing Board Meeting Minutes of May 23, 2023.

B. Joint Governing Board Meeting Minutes of May 23, 2023.

C. Ratify the reappointments of Diane Price and Sharon Hettick to serve as Board Members on the AFMA PSPRS Local Board with terms expiring July 2017.

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

Vote conducted. **MOTION CARRIED.**

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

5. REGULAR BUSINESS

- A. Hold a public hearing relating to adoption of Resolution No. AF23-0627-1 adopting the Fiscal Year 2023-24 Annual Budget & Operational Plan, the Capital Improvement Plan (CIP), and the Arizona Public Safety Personnel Retirement System (PSPRS) Actuarial Valuation as of June 30, 2022, as required by Arizona Revised Statute (ARS) § 38-848.

Fire Chief Burdick introduced the agenda item and thanked the Staff, consultants, and the Governing Board for the extensive amount of work that went into developing the proposed Fiscal Year 2023-24 Budget & Operational Plan and noted that Staff is committed to continue to review and analyze the budget for additional cost saving measures.

Chairman Bookie opened the public hearing, there being no public comments, the public hearing was closed.

Board Members reviewed and discussed the designated cost allocations of each member district and the allocation methodology used to arrive at the Fiscal Year 2023-24 Annual Budget & Operational Plan. Service levels across the Authority were discussed.

Board Members collectively expressed appreciation to the Staff for their hard work in reviewing and developing this years budget, noting the pressing need to continue to be a competitive employer to recruit and retain the best emergency service workers, commended the labor union and management for the positive working relationship through this process, acknowledged the difficulty in merging organizations and noted the need to pause and fully analyze the operations and budget throughout the year for additional cost saving measures.

Board Member Price moved that the Arizona Fire & Medical Authority adopt Resolution No. AF23-0627-1 adopting the Fiscal Year 2023-24 Budget & Operational Plan, including service levels and cost allocations as described by Staff, and the Capital Improvement Plan (CIP). Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Discussion and Possible Action relating to approval of the Memorandum of Understanding with Local 3573 for Fiscal Years 2023-2025.

Shauna Fisher, Human Resources Director introduced the item and explained the updates relating to the negotiated Memorandum of Understanding with Local 3573 for Fiscal Years 2023-2025, which are detailed in the Staff Report.

Johnny Padilla and Scott Dial, Local 3573 Representatives thanked the staff and the Governing Board for continuing in a positive relationship with the Local 3573 and noted that the Local is committed to maintaining a top notch organization and committed to providing excellent services to the residents served.

Board Member Price moved that the Arizona Fire & Medical Authority Governing Board approve the Memorandum of Understanding with Local 3573 for Fiscal Year 2023-2025. Board Member Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

C. Discussion and Possible Action relating to approval of the following Board Policy Manual policies effective July 1, 2023.

- a. Executive Leave – Policy No. 6.20
- b. Vacation Leave – Policy No. 6.01
- c. Sick Leave – Policy No. 6.02
- d. Compensation Administration – Policy No. 7.01
- e. Holiday – Policy No. 7.09
- f. Employee Recognition – Policy No. 7.20
- g. Public Safety Personnel Retirement System – Policy No. 8.21
- h. Grants – Policy No. 8.34
- i. Rescind Medical Expense Reimbursement Plan – Policy No. 7.18

Director Fisher introduced the item and explained the policy manual updates which are effective as of July 1, 2023 in alignment with the beginning of the now approved Memorandum of Understanding with Local 3573.

Board Member Becker moved that the Arizona Fire & Medical Authority Governing Board approve the Memorandum of Understanding with Local 3573 for Fiscal Year 2023-2025. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

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

Dusty Christopherson, Administrative Director introduced the item and noted that this is a request to reconfirm the AFMA Governing Board regular meeting schedule for the fourth Tuesday of each month at 11:00 a.m., at the Sun City West Administration Office. The open public meetings will continue to be available online with virtual attendance for all.

Board Member Benson moved that the AFMA Governing Board meeting schedule for the remainder of calendar year 2023 be approved as discussed. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

6. FIRE CHIEF UPDATES

Chief Burdick provided the Governing Board with an update on the efforts to investigate a negotiated limited Certificate of Necessary with the City of Buckeye to provide ambulance services within the City of Buckeye.

Chief Burdick provided the Governing Board with an update on the conversations and proposals presented to the Town of Gila Bend on potential solutions for their fire service needs. The Town of Gila Bend is currently investigating their options and financial resources.

Discussion ensued relating to lobbyist efforts with the Arizona Legislature to communicate the financial constraints of fire districts and to identify potential financial resources that could be passable in the legislature, such as updated consolidations and merger incentives.

7. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

There were no additional items suggested.

8. ADJOURNMENT

The meeting was adjourned at 1:35 p.m.

Karen Gueltzow
Karen Gueltzow (Jul 26, 2023 13:23 PDT)
Karen Gueltzow, Board Clerk


06.27.23 AFMA Board Meeting Minutes - Draft


Final Audit Report


2023-07-26


| | |
|-----------------|----------------------------------------------------|
| Created: | 2023-07-26 |
| By: | Dusty Christopherson (dchristopherson@afma.az.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAANG06MdO9jSaLTnQaSBTeep0B0_ihRkrE |


"06.27.23 AFMA Board Meeting Minutes - Draft" History


 Document created by Dusty Christopherson (dchristopherson@afma.az.gov)
2023-07-26 - 6:29:14 PM GMT- IP address: 66.210.247.226

 Document emailed to kgueltzow@afma.az.gov for signature
2023-07-26 - 6:29:35 PM GMT

 Email viewed by kgueltzow@afma.az.gov
2023-07-26 - 8:22:30 PM GMT- IP address: 67.45.96.130

 Signer kgueltzow@afma.az.gov entered name at signing as Karen Gueltzow
2023-07-26 - 8:23:09 PM GMT- IP address: 67.45.96.130

 Document e-signed by Karen Gueltzow (kgueltzow@afma.az.gov)
Signature Date: 2023-07-26 - 8:23:11 PM GMT - Time Source: server- IP address: 67.45.96.130

 Agreement completed.
2023-07-26 - 8:23:11 PM GMT