



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, April 26, 2022

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, April 26, 2022, at 11:02 a.m. The meeting was held in person, by video conference, and telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk John Crawford, and Board Members Richard Bookie, Karen Gueltzow and Tony Sambol

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Deputy Chief/Fire Marshal Eric Kriwer, Deputy Chief Kane Nixon, Division Chief Brad Puckett, Deputy Chief John McBride, Battalion Chief Dave Barnett, Captain Oscar Adame, Captain Justin Roggeman, Captain Johnny Padilla, Human Resources Director Shauna Fisher, Finance Director Rebecca Chitwood, Management Analyst Deborah Musselman, and Administrative Director Dawn Miller

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Media Present: Jennifer Jimenez, Sun City West Independent

Guests Present: Buckeye Valley Fire Chief Mark Burdick, North County Fire & Medical District Board Members Russell Smith and James Young; South County Fire & Medical District Board Members Jack Arend, Diane Price and Bill Becker

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

Board Chairman Wilson led the Pledge of Allegiance.

3. CALL TO THE PUBLIC

There was no response to the Call to the Public.

4. **CEREMONIAL PRESENTATIONS**

A. **Promotional Swearing-In Ceremony**

Assistant Chief DeChant and Assistant Chief Dalton presented 5 personnel who received promotions. Deputy Chief Kane Nixon, Deputy Chief John McBride, Battalion Chief Dave Barnett, Captain Justin Roggeman, and Captain Oscar Adame all were recognized and read the oath with Board Clerk Crawford.

5. **FINANCIAL SUMMARIES**

A. **Arizona Fire & Medical Authority Financial Reports for March 2022.**

Rebecca Chitwood, Finance Director presented the Arizona Fire & Medical Authority Financial Reports for March 2022 and answered any questions from Board

6. **CONSENT AGENDA**

A. **Approve Monthly Financial Report- March 2022.**

B. **Approve Regular Board Meeting Minutes - March 22, 2022.**

C. **Approve Executive Session Minutes – March 22, 2022.**

D. **Approve the Shared Staffing Agreement with Buckeye Valley Fire District.**

E. **Approve Changes to Policy 8.01.02 and 8.01.03.**

Board Clerk Crawford 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: Bookie, Crawford, Gueltzow, Sambol, Wilson
NAYS: None

7. **CURRENT EVENTS SUMMARIES AND REPORTS**

A. **Emergency Operations Division (Including Operations/Deployment and Emergency Medical Services/Training) – Current Event Summary for March 2022.**

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for March 2022. Assistant Chief DeChant noted that the Operations Division continues to see an increase in overall call volume. All Board Member questions were answered.

B. **Community Risk Management Division – Current Event Summary for March 2022.**

Eric Kriwer, Deputy Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for March 2022. Deputy Chief/Fire Marshal Kriwer noted that there were four fire incidents within the Authority for March. Deputy Chief/Fire Marshal Kriwer also reviewed the development updates. All Board Member questions were answered.

- C. Business Division (including Planning/Tech Services/Emergency Management/Support Services, Financial Services, Administration, and Human Resources) – Current Event Summary for March 2022.

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Report for March 2022. Assistant Chief Dalton gave an update on Legislative activities. Assistant Chief Dalton also noted that the finance department is diligently working on developing the 2022/23 budget. All Board Member questions were answered.

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

Captain Johnny Padilla, Local 3573 representative reviewed the updates for this month. Captain Padilla thanked both the Board Members, Fire Chief Biscoe and Administration for their support. He also noted Labor support for the management contracts and upcoming leadership changes. All Board Member questions were answered.

- E. Correspondence received or sent by the Arizona Fire & Medical Authority which would be of interest to the Governing Board will be reviewed by the Board Clerk.

Board Clerk Crawford reviewed the correspondence for the month.

8. REGULAR BUSINESS

- A. Discussion and Possible Action Relating to Adoption of Proclamation Declaring the Week of May 15-21, 2022 as National EMS Week.

Deputy Chief/Fire Marshal Kriwer read the National EMS Week Proclamation. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board adopt a proclamation declaring the week of May 15-21, 2022 as National EMS Week throughout the Authority. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson
NAYS: None

- B. Fire Station 232 Renovation Update.

Division Chief Brad Puckett provided the Board with an update on the Fire Station 232

renovation project. Division Chief Puckett stated that substantial completion of the project would be on April 27, 2022. All Board Member questions were answered.

9. **POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION**

Executive Session for Legal Advice.

Board Member Crawford moved that the Arizona Fire & Medical Authority Governing Board convene into Executive Session. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson
NAYS: None

The Governing Board adjourned to convene into Executive Session at 12:26 p.m.

- A. Legal Advice Related to Proposed Employment Agreements with Fire Chief and Senior Advisor.
- B. Legal Advice Related to Proposed Management Contracts with the Buckeye Valley Fire District and the Sun City Fire District.

The Governing Board reconvened the regular Arizona Fire & Medical Authority Meeting at 1:15 p.m.

10. **REGULAR BUSINESS CONTINUED**

- C. Discussion and Possible Action Regarding Proposed Employment Agreements with Fire Chief and Senior Advisor.

Fire Chief Biscoe and Assistant Chief Dalton provided general information regarding the proposed employment agreements with Fire Chief and Senior Advisor. All Board Member questions were answered.

Board Clerk Crawford moved that per the parameters outlined in each individual agreement, the Arizona Fire & Medical Authority Governing Board approve the employment agreement with Mark Burdick and also with Robert Biscoe. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson
NAYS: None

- D. Discussion and Possible Action Regarding Proposed Management Contracts with the Buckeye Valley Fire District and the Sun City Fire District.

Assistant Chief Dalton provided information regarding management contracts with the Buckeye Valley Fire District and the Sun City Fire District. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board authorize the Chairman and Clerk, after final legal review, to approve the fire chief shared services agreements with the Buckeye Valley Fire District and the Sun City Fire and Medical District. Board Clerk Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson

NAYS: None

11. **SUGGESTED ITEMS FOR FUTURE BOARD MEETING AGENDAS**

Future agenda items were reviewed.

12. **ADJOURNMENT**

The meeting adjourned at 1:30 p.m.


John Crawford, Board Clerk