



**ARIZONA FIRE & MEDICAL AUTHORITY
NORTH COUNTY FIRE & MEDICAL DISTRICT
SOUTH COUNTY FIRE & MEDICAL DISTRICT
JOINT GOVERNING BOARDS MEETING MINUTES**

Tuesday, August 23, 2022

MINUTES

1. CALL TO ORDER / AFFIRMATION OF QUORUM

Board Clerk Crawford called the meeting to order on Tuesday, August 23, 2022, at 9:05 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: Arizona Fire & Medical Authority Board Chairman David Wilson, Board Clerk John Crawford, Board Members Richard Bookie, Karen Gueltzow, and Tony Sambol; South County Fire & Medical District Board Chairman Diane Price (arrived at 9:12 a.m.), Board Members Bill Becker and Jack Arend; North County Fire & Medical District Board Clerk James Young

Members Absent: North County Fire & Medical District Board Member Russell Smith

Staff Present: Fire Chief Mark Burdick, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Fire Marshal Eric Kriwer, Deputy Chief Kane Nixon, Captain Johnny Padilla, Finance Director Rebecca Chitwood, Legal & Intergovernmental Affairs Director Lee Miller, Management Analyst Deborah Musselman, Administrative Director Dusty Christopherson

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

Board Clerk Crawford led the Pledge of Allegiance.

3. CALL TO THE PUBLIC

There was no response to the Call to the Public.

4. **CURRENT EVENTS SUMMARIES AND REPORTS**

On order of the Board Clerk, the agenda was taken out of order.

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

Assistant Chief Dalton introduced Omar Daghestani with Steifel, Inc. who provided a presentation on the status of AFMA’s Pension Reserve Fund, noting the low interest rate obtained and a balance in the Pension Reserve Fund of \$8.7 million. Mr. Daghestani recommended the Governing Board transfer funds from the Pension Reserve Fund to the General Fund to cover the additional 2.27% of the PSPRS employer contribution for Fiscal Year 2022-2023, noting this was the exact reason the Reserve Fund was created.

Mr. Daghestani explained that this year represents the first year since the Governing Board voted to pay off the PSPRS unfunded liability and create the Pension Reserve Fund. This first year of funding was estimated based on the market value of the PSPRS unfunded liability totals, moving forward the documented actuarial totals from PSPRS can be used in setting the operating budget which should be much closer to net zero, and little to no transfer may be needed.

Assistant Chief Dalton presented the remaining Business Services Division Report for July 2022, including an update on Legislative activities, Planning/Tech Services/Emergency Management/Support Services, Financial Services, Administrative Services, and Human Resources Sections.

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

Assistant Chief DeChant presented the Operations Division Monthly Report for July 2022. All Board Member questions were answered.

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

Deputy Chief/Fire Marshal Kriwer presented the Community Risk Management Division Monthly Report for July 2022, including the development updates. 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 provided updates on the activities and events of Local 3573 for the month of July 2022. All Board Member questions were answered.

- E. 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 Crawford reviewed correspondence received during the month of August 2022.

5. **REGULAR BUSINESS**

- A. Discussion and Possible Action Relating to the Structure and Presentation of the Monthly Financial Reports.

Finance Director Rebecca Chitwood introduced the item and noted that per Arizona Revised Statutes, the Authority Governing Board is required to review and approve the register of checks, substitute checks, warrants and deposits, a record of electronic transfers, a statement of financial activities, a statement of net assets, a cashflow projection report, and a month end fund statement on a monthly basis. Currently these reports are provided to the Governing Board as part of the agenda packets. Several Board Members have inquired about alternative methods to this current structure.

Following discussions on the various methods to deliver this information to the Governing Board, a consensus was reached to continue this topic to the September 2022 Budget & Finance Committee meeting.

- B. Discussion and Possible Action Relating to the Governing Boards Meeting Schedule for September and October 2022, Including Location, Date, and Time.


Assistant Chief Dalton introduced the item noting that several Board Members have requested to hold a Community Meeting in the Sun Lakes area in conjunction with an Open House to celebrate the completion of the Fire Station 232 renovation.

Following discussion and on consensus, the Governing Boards directed that on October 29, 2022, a Community Meeting be held at the Cottonwood Country Club and an Open House be held at Fire Station 232. The Governing Board requested an article placed in the Sun Lakes Splash advertising the meeting and open house.

The Governing Boards also directed that a Community Meeting be held in the Tonopah area in the Spring 2023.

6. **ADJOURNMENT**

The meeting adjourned at 11:03 a.m.


John E Crawford (Oct 4, 2022 07:33 PDT)

John Crawford, Board Clerk

August 23 2022 Joint Governing Boards Meeting Minutes

Final Audit Report

2022-10-04

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