



**ARIZONA FIRE & MEDICAL AUTHORITY
BUCKEYE VALLEY FIRE DISTRICT
NORTH COUNTY FIRE & MEDICAL DISTRICT
SOUTH COUNTY FIRE & MEDICAL DISTRICT**

February 25, 2023

MINUTES

1. WELCOME/INTRODUCTIONS

Board Chairman Bookie called the Governing Board Retreat to order on Saturday, February 25, 2023, at 9:00 a.m. The meeting was held in person at the Arizona Fire & Medical Authority Administrative Office at 18818 N. Spanish Garden Drive, Sun City West, AZ 85375.

Members Present: Buckeye Valley Fire District Board Member Melanie Hardy; North County Fire & Medical District Board Members Richard Bookie, Tony Sambol, Smitty Smith, David Wilson, and James Young; South County Fire & Medical District Board Members Jack Arend, Bill Becker, John Crawford, Karen Gueltzow, and Diane Price

Members Absent: Buckeye Valley Fire District Board Members Gary Benson, John Heiden, Paul Hunter, and Daniel Richardson

Staff Present: Fire Chief Mark Burdick, Assistant Fire Chiefs Mary Dalton, Chris DeChant, and Joe Hester, Fire Marshal Eric Kriwer, AFMA Legal & Intergovernmental Affairs Director Lee Miller, BVFD Legal Counsel Barry Aylstock, Local 3573 Representatives Johnny Padilla and Kevin Miller (BVFD Labor), Administrative Assistant Liz DeLara, Administrative Director Dusty Christopherson

2. AFMA BOARD CHAIRPERSON/FIRE CHIEF OPENING STATEMENTS

AFMA Governing Board Chairman Bookie and Fire Chief Burdick made opening statements noting the purpose of the retreat is for all Board Members to work together to collaborate on rules of procedures and meeting processes and develop goals and objectives to help guide the Fiscal Year 2023/24 budget development process.

3. OVERVIEW OF AFMA, ITS MEMBER DISTRICTS, AND OPERATIONAL BUDGETS

Assistant Chief Mary Dalton provided an overview of AFMA’s structure, the member districts taxing structures as well as an update on their Net Assessed Valuations (NAV). Discussions ensued about the Fiscal Year 2024 budget development process and its impact on tax rates and potential bond opportunities across AFMA’s member districts.

The Governing Boards took a recess at 10:15 a.m. and reconvened at 10:20 a.m.

4. GOVERNANCE/LEGISLATIVE STRUCTURE

Administrative Director Christopherson presented a summarized version of the feedback and suggestions received from Board Members on the current Bylaws and Rules of Procedure for the AFMA Governing Board and its member districts. Discussion ensued relating to Governing Board structure when a new member district joins the Authority, processes for the replacement/removal of an AFMA Board Member by its member district, term limits for Board Chairman and Clerk positions, AFMA Committee meeting schedules, member district quarterly meeting schedules, legal notice posting locations, and processes for requesting informational memoranda from Staff.

Staff will present revised Bylaws at the Governing Board meetings in March 2023 for formal approval.

The Governing Boards took a recess at 12:05 p.m. and reconvened at 12:25 p.m.

5. GOVERNING BOARD COMMITMENT STATEMENT/GOALS/OBJECTIVES FOR FISCAL YEAR 2024

Assistant Chief Joe Hester presented the Governing Boards with a list of potential goals and objectives for Authority Staff to prioritize as the Fiscal Year 2024 budget is being developed. The Governing Board Members reviewed the list of potential goals and objectives in their individual District groups and recommended five goals each they would like to move forward for further discussion. Buckeye Valley Fire District Board Member Melanie Hardy joined the North County Fire & Medical District Board for purposes of this exercise.

The current recommended goals are:

Internal Agency Goals

1. Employee Engagement
2. Financial Stability & Sustainability
3. Streamlining of Administrative Processes
4. Inter-Departmental Coordination

External Community & Emergency Response Goals

1. Continuous Improvement of Patient Care Quality
2. Improved Emergency Response Times

External Agency Goals

1. Enhance the Regional Automatic-Aid System
2. Interoperability with other Emergency Services

The Governing Boards will continue discussions regarding Goals and Objectives for Fiscal Year 2024 at a future board meeting.

6. BOARD TRAININGS (OPEN MEETING LAW/BOARDPAQ)

Legal & Intergovernmental Affairs Director Miller provided training to the Board Members on the Open Meeting Law.

Administrative Director Christopherson provided training on the agenda management system (BoardPaq) to interested Board Members.

7. ADJOURNMENT

The meeting adjourned at 1:15 p.m.

Karen Gueltzow

Karen Gueltzow (Mar 29, 2023 17:12 PDT)

Karen Gueltzow, AFMA Board Clerk







February 25 2023 Governing Board Retreat Minutes

Final Audit Report

2023-03-30

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