



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, February 22, 2022

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, February 22, 2022, at 11:00 a.m. The meeting was held by video conference and in person 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, Emergency Manager Kim Campbell, 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: None

Guests Present: North County Fire & Medical District Board Member James Young; South County Fire & Medical District Board Members 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. **FINANCIAL SUMMARIES**

- A. Arizona Fire & Medical Authority Financial Reports for January 2022.

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

5. **CONSENT AGENDA**

- A. Approve Monthly Financial Report- January 2022.
- B. Approve Regular Board Meeting Minutes - January 25, 2022.
- C. Approve Joint Board Workshop minutes – January 25, 2022.
- D. Approve the Ambulance Back-Up Agreement with Maricopa Ambulance.
- E. Approve Vehicle Engine Replacement Funded Through Contingency Funds.

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

Vote conducted. **MOTION CARRIED.**

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

6. **CURRENT EVENTS SUMMARIES AND REPORTS**

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

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for January 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 January 2022.

Eric Kriwer, Deputy Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for January 2022. Deputy Chief/Fire Marshal Kriwer noted that there had been an increase in lock box installations. 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 January 2022.

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Report for January 2022. Assistant Chief Dalton gave an update on Legislative

activities. Assistant Chief Dalton also noted that the finance department is currently 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 and noted various AFMA Charities upcoming activities. 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.

7. **REGULAR BUSINESS**

- A. Discussion and Possible Action Relating to Adoption of Proclamation Declaring the Month of March 2022 as American Red Cross Month.

Deputy Chief/Fire Marshal Kriwer read the American Red Cross Month Proclamation. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board adopt a proclamation declaring the month of March 2022 as American Red Cross Month throughout the Authority. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

- B. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure-Type 1 and Type 3 Pumpers.

Division Chief Brad Puckett indicated this is a request for the AFMA Governing Board to approve the use of Capital Improvement Plan (CIP) funds for the purchase of two Type 1 and one Type 3 Fire Pumpers. The Capital Improvement Plan outlines the criterion used to evaluate front line suppression apparatus for replacement including years of service greater than ten years or mileage in excess of 125,000. Currently three apparatus are scheduled to be removed from front line service status to be placed into the reserve fleet. These include engine 341 (Year 2012), a Type 3 apparatus, engine 103 (Year 2010) and engine 231 (Year 2010) both Type 1 apparatus. Each apparatus is at the end of its lifetime as a front-line suppression apparatus but may continue to serve the Authority in a reserve capacity.

The Budget & Finance Committee recommended approval of this item on February 15, 2022. All Board Member questions were answered.

Board Clerk Crawford moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$2,600,000 for the purchase of two Rosenbauer Type 1 pumpers and one KME Type 3 pumper. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson

NAYS: None

C. Updates Related to Employee COVID-19 Protocols, Policies, Vaccinations, Incentives, and Expenses.

Emergency Manager Campbell gave an update on employee COVID-19 protocols, policies, vaccinations, incentives and expenses. Human Resources Director Shauna Fisher gave an update on the vaccination incentive program. All Board Member questions were answered.

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

Executive Session for Legal Advice.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board convene into Executive Session. Board Member Sambol 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 12:28 p.m.

A. Legal Advice Related to Buckeye Valley Fire District Memorandum of Understanding.

B. Legal Advice Related to Authority Responses into the Whispering Ranch Area Near Wittman, Arizona.

The Governing Board reconvened the regular Arizona Fire & Medical Authority Meeting at 1:07 p.m.

9. **REGULAR BUSINESS CONTINUED**

D. Discussion and Possible Action Regarding a Feasibility Study to Evaluate Possible Future Participation by the Buckeye Valley Fire District in the Joint Powers Authority (JPA).

Assistant Chief Dalton provided a report regarding the feasibility study with Buckeye Valley Fire District. All Board Member questions were answered.

Board Clerk Crawford moved that the Arizona Fire & Medical Authority Governing Board approve the Feasibility Study Memorandum of Understanding (MOU) and Non-Disclosure Agreement (NDA) with the Buckeye Valley Fire District and the agreement with PolicyLogic, LLC to perform the Feasibility Study for an AFMA amount not to exceed \$10,000. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

E. Discussion and Possible Action Regarding Authority Responses into the Whispering Ranch Area Near Wittmann, Arizona.

Assistant Chief DeChant gave an update on Authority responses into the Whispering Ranch area. Various options of Authority responses to the area were reviewed. All Board Member questions were answered.


Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board direct staff, beginning on July 1, 2022, to discontinue Authority responses into the Whispering Ranch area unless approved, in isolated instances, by an Authority Chief Officer. Board Clerk Crawford seconded the motion.

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

Future agenda items were reviewed.

11. **ADJOURNMENT**

The meeting adjourned at 1:15 p.m.


John Crawford (Mar 24, 2022 15:43 PDT)

John Crawford, Board Clerk

Final Meeting Minutes February 22, 2022

Final Audit Report

2022-03-24

Created:	2022-03-24
By:	Dawn Miller (dmiller@afma.az.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtJxybmMbuwLVNNUE30-F-5FOCz0LWqxo

"Final Meeting Minutes February 22, 2022" History

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2022-03-24 - 10:08:27 PM GMT - IP address: 66.210.247.226
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2022-03-24 - 10:12:15 PM GMT
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2022-03-24 - 10:42:26 PM GMT - IP address: 184.4.34.11
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2022-03-24 - 10:43:32 PM GMT