



ARIZONA FIRE & MEDICAL AUTHORITY

GOVERNANCE AND LEGISLATIVE COMMITTEE AGENDA

THURSDAY, NOVEMBER 16, 2023

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Arizona Fire & Medical Authority (AFMA) Governance & Legislative Committee and the general public that the Governance & Legislative Committee will hold a meeting on Thursday, November 16, 2023, at 10:00 a.m. A quorum of members of the North County Fire & Medical District, the South County Fire & Medical District, and the Buckeye Valley Fire District may be in attendance where business will be discussed. **The meeting will be held both in person and virtually. The meeting will be held at the Arizona Fire & Medical Authority Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona 85375.** The Committee may vote to go into Executive Session on any agenda item, pursuant to ARS 38-431.03(A)(3) for discussion and consultation for legal advice from the Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto will be subject to Committee consideration, discussion, approval, or other action. All items are set for possible action.

To attend the meeting virtually click [here](#), to attend via telephone please dial 669-900-6833, and enter webinar ID 88922010825. For technical assistance please call, 623-544-5400.

1. CALL TO ORDER / ROLL CALL OF COMMITTEE MEMBERS / AFFIRMATION OF QUORUM
2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES
3. REGULAR BUSINESS

Public Comment: Public comment/input is welcomed after each agenda item of Regular Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.

 - A. Approve Committee Meeting Minutes of September 14, 2023.
 - B. Update on establishment of the AFMA non-profit foundation.
 - C. Update on proposed 2024 bond election.
 - D. Discussion relating to Fire Board and Committee meeting schedules and locations.
4. SUGGESTED ITEMS FOR FUTURE GOVERNANCE AND LEGISLATIVE COMMITTEE MEETING AGENDAS
5. ADJOURNMENT

A copy of the supplemental agenda materials provided to the Committee Members (with exception of materials relating to executive sessions) is available for public inspection at the Authority Administrative Office at least 24 hours prior to the meeting.

The AFMA Governance and Legislative Committee meeting locations are accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request those through the Arizona Fire & Medical Authority Administrative Offices at (623) 544-5400 at least 24 hours before the meeting.



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Bill Becker, Chairperson, AFMA Governance & Legislative Committee
Subject: Call to Order/Roll Call of Committee Members

Purpose:

The purpose of this item is to establish that a quorum of the AFMA Governance & Legislative Committee is present to conduct the meeting.

Background:

Per Arizona Revised Statute (ARS) §38-431, a quorum of the Board must be present to conduct an official meeting.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

Not applicable.

Sample Motion:

Not applicable.

Attachments:

None.



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Bill Becker, Chairman, AFMA Governance & Legislative Committee
Subject: Pledge of Allegiance

Purpose:

The purpose of this item is to recite the Pledge of Allegiance to the flag of the United States of America.

Background:

The Committee has determined that a Pledge of Allegiance should be done at the outset of every public meeting.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

Not applicable.

Sample Motion:

Not applicable.

Attachments:

None.



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Dusty Christopherson, Administrative Director
Subject: Meeting Minutes – September 14, 2023

Purpose:

This request is to approve the AFMA Governance & Legislative Committee Meeting Minutes of September 14, 2023.

Background:

Per Arizona Revised Statute (ARS) §38-431.03, written minutes must be taken for each Board meeting and draft minutes, or audio recordings made available to the public within three working days following the meeting.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

Not applicable.

Sample Motion:

I move that the Governance & Legislative Committee approve the meeting minutes of September 14, 2023.

Attachments:

- AFMA Governance & Legislative Committee Meeting Minutes – September 14, 2023



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNANCE AND LEGISLATIVE COMMITTEE MEETING MINUTES

Thursday, September 14, 2023

MINUTES

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

Committee Chairman Becker called the meeting to order on Thursday, September 14, 2023, at 10:05 a.m. at the Arizona Fire & Medical Authority Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona 85375. The meeting was held in person and virtually.

Members Present: Committee Members Bill Becker and James Young

Members Absent: Committee Member Melanie Hardy

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

Committee Chairman Becker led the Pledge of Allegiance.

3. REGULAR BUSINESS

A. Approve Governance & Legislative Committee Meeting Minutes of August 10, 2023.

Committee Member Young moved that the August 10, 2023 meeting minutes be approved. Committee Chairman Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Young

NAYS: None

ABSENT: Hardy

B. Update on establishment of the AFMA non-profit foundation.

Assistant Chief Dalton presented the Governance & Legislative Committee with an update on the activities of Staff as it relates to recruiting interested community members to serve on this foundation board. Local 3573 has expressed interest in having a representative serve on this foundation board as well. Once interested community members are identified, an initial meeting will need to be held to form the Board and associated terms, as well as the legal filings to create the non-profit foundation.

Discussion ensued relating to donations from corporations, naming of the foundation, separation of the foundation from the Firefighters Charities and the separation of the foundation from the Arizona Fire & Medical Authority.

Lee Miller, Legal & Intergovernmental Affairs Director spoke to the potential structure of the foundation board as well as a potential draft set of bylaws that would need to be adopted once formed.

C. Update on proposed 2024 bond election and community outreach efforts, including a review of the draft slide presentations.

Legal & Intergovernmental Affairs Director Miller noted that the North County Fire & Medical District and South County Fire & Medical District will need to make a final go/no-go decision on calling a bond election by the end of April 2024.

Staff reviewed the draft slide presentation for use in the community outreach efforts. Discussion ensued among Board Members relating to adding information depicting dollar figure values affecting tax rates and insurance rates for homeowners in each separate community served by AFMA, and the impact of legislative challenges as well as the changing tax responsibilities between residential and commercial residents in Arizona.

Discussion ensued relating to the timing of the community outreach efforts, groups to speak with, and the need to catch snowbirds during their in-town season.

The Committee took a recess at 11:55 a.m., and returned at 12:08 p.m., with all members present.

D. Presentation of AZDC Consulting proposal for federal lobbyist services to support capital funding needs.

Fire Chief Mark Burdick presented the proposal by AZDC Consulting on their federal lobbyist services as an alternative method to obtain additional funding for the Authority. Chief Burdick explained the fee structure proposed by AZDC Consulting noting a retainer fee. Chief Burdick reviewed some of the public safety funded projects that were awarded recently across the Valley.

Board Member Young noted his concerns relating to utilizing lobbyist services as he felt that during budget restraint times the monthly retainer cost should be reserved and suggested the Budget & Finance Committee consider the item at its next meeting on October 10, 2023.

Chief Burdick noted the possibility of paying for these services using American Rescue Plan Act funding recently awarded to AFMA by the State.

Committee Member Young moved that this item be reviewed by the Budget & Finance Committee at their meeting on October 10, 2023. Committee Chairman Becker seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Becker, Young
NAYS: None
ABSENT: Hardy

4. **SUGGESTED ITEMS FOR FUTURE GOVERNANCE AND LEGISLATIVE COMMITTEE MEETING AGENDAS**

There were no suggested agenda items.

5. **ADJOURNMENT**

The meeting adjourned at 12:27 p.m.

Bill Becker, Chairman
AFMA Governance & Legislative Committee

DRAFT



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Mary Dalton, Assistant Chief – Liaison Division
Subject: Update on AFMA Non-Profit Foundation

Purpose:

The purpose of this item is to provide the Governance & Legislative Committee with an update on the formation of an AFMA non-profit foundation.

Background:

Assistant Chief Dalton will provide a verbal update on the formation of an AFMA non-profit foundation.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

The AFMA Governing Board approved the formation of an AFMA non-profit foundation at their meeting on July 25, 2023.

Staff held an informational meeting with interested community members on November 10, 2023.

Sample Motion:

Not applicable.

Attachments:

None.



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Mary Dalton, Assistant Chief – Liaison Division
Subject: Update on the Proposed 2024 Bond Election

Purpose:

The purpose of this item is to provide the Governance & Legislative Committee with an update on the Proposed 2024 Bond Election.

Background:

Assistant Chief Dalton will provide a verbal update on the proposed 2024 Bond Election.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

Not applicable.

Sample Motion:

Not applicable.

Attachments:

None.



Arizona Fire & Medical Authority AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Dusty Christopherson, Administrative Director
Subject: Fire Board & Committee Meeting Schedules

Purpose:

The purpose of this item is to provide the Governance & Legislative Committee with an opportunity to discuss the Governing Board and Committee meeting schedules and locations.

Background:

Board Members have expressed interest in discussing modifications to the Governing Board and Committee meeting schedules since their latest amendment in June 2023.

There has been a request to move the Budget & Finance Committee standing meetings back to the 3rd Tuesday of every month to allow more time for financial report processing and review on a timelier basis.

There has been a request from the Buckeye Valley Fire District Governing Board to go back to holding monthly Board meetings to increase communication between the AFMA Board and the Member Districts.

Staff is seeking clarity from the Committee on the desired meeting schedules and structures moving forward, as well as confirmation of the desired meeting schedule for the month of December, given the impacts of the Christmas holiday on the Boards current meeting schedule.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

The Governing Board meeting schedules were discussed and modified at the Board meetings in June 2023.

Sample Motion:

To be determined.

Attachments:

None.



Arizona Fire & Medical Authority
AGENDA STAFF REPORT

Date: November 16, 2023
To: AFMA Governance & Legislative Committee
From: Dusty Christopherson, Administrative Director
Subject: Future Agenda Items

Purpose:

The purpose of this item is to provide the Governance & Legislative Committee with an opportunity to inform Staff of any items to be included on a future agenda.

Background:

Per Arizona Revised Statute (ARS) §38-431.01, a public body shall not discuss or take legal action on matters that are not properly noticed for discussion and legal action.

Fiscal Implications:

Not applicable.

Previous Board/Committee Action:

Not applicable.

Sample Motion:

Not applicable.

Attachments:

- 2023 Meeting Schedule

ARIZONA FIRE & MEDICAL AUTHORITY AND MEMBER FIRE DISTRICTS 2023 MEETING SCHEDULE



The Governing Boards hold their public meetings in person and by video conference. Members of the public may attend either in person or by telephone/video conference. Public comment will be taken both in person and through several technological solutions. Public Meetings are held at the AFMA Administrative Office unless otherwise noted.

JANUARY 2023

- 11-13 AFDA Winter Conference – Laughlin, NV
- 17 AFMA Budget & Finance Committee Mtg.- 10:00 a.m.
- 23 BVFD Special Board Meeting – 6:00 p.m. – BVFD Admin. Office
- 24 Joint SCFMD/NCFMD/AFMA Meeting – 9:00 a.m.
 - SCFMD Special Board Meeting
 - NCFMD Special Board Meeting
 - AFMA Board Meeting
 - BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office

FEBRUARY 2023

- 21 AFMA Budget & Finance Committee Mtg. – 10:00 a.m.
- 25 Joint SCFMD/NCFMD/BVFD/AFMA Board Member Retreat – 9:00 a.m.
- 27 BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office
- 28 Joint SCFMD/NCFMD/AFMA Meeting – 9:00 a.m.
 - SCFMD Special Board Meeting
 - NCFMD Special Board Meeting
 - AFMA Board Meeting

MARCH 2023

- 21 NCFMD Special Board Meeting – 9:00 a.m.
 - AFMA Budget & Finance Committee Mtg. – 10:00 a.m.
 - BVFD Board Meeting – 6:00 p.m. – BVFD Admin Office
- 28 Joint SCFMD/NCFMD/AFMA Meeting – 9:00 a.m.
 - SCFMD Special Board Meeting
 - NCFMD Special Board Meeting
 - AFMA Board Meeting

APRIL 2023

- 11 Budget & Finance Committee Mtg. – 10:00 a.m.
- 18 Joint Governing Board Budget Workshop – 10:30 a.m.
- 18 BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office
- 25 Joint Governing Board Meeting – 9:00 a.m.
 - NCFMD Board Meeting – 10:00 a.m.
 - SCFMD Board Meeting – 10:30 a.m.
 - AFMA Board Meeting – 11:00 a.m.

MAY 2023

- 9 Budget & Finance Committee Mtg. – 10:00 a.m.
- 16 BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office
- 23 Joint Governing Board Meeting – 9:00 a.m.

~~NCFMD Special Board Meeting – 10:00 a.m.~~
~~SCFMD Special Board Meeting – 10:30 a.m.~~
AFMA Board Meeting – 11:00 a.m.

JUNE 2023

13 Budget & Finance Committee Mtg. – 10:00 a.m.
20 BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office
27 Joint Governing Board Meeting – 9:00 a.m.
NCFMD Board Meeting – 10:00 a.m.
SCFMD Board Meeting – 10:30 a.m.
AFMA Board Meeting – 11:00 a.m.

JULY 2023

11-13 2023 AFCA/AFDA Summer Conference, Glendale, AZ
11 Budget & Finance Committee Mtg. – 9:00 a.m.
Special Joint Governing Board Meeting - 10:00 a.m.
Special AFMA Governing Board Meeting – 11:00 a.m.
25 AFMA Board Meeting – 11:00 a.m.

AUGUST 2023

8 Budget & Finance Committee Mtg. – 10:00 a.m.
Financial Report Training – 10:30 a.m.
10 Governance & Legislative Committee Mtg. – 10:00 a.m.
22 AFMA Board Meeting – 11:00 a.m.

SEPTEMBER 2023

12 Budget & Finance Committee Mtg. – 10:00 a.m.
14 Governance & Legislative Committee Mtg. – 10:00 a.m.
19 NCFMD Board Meeting – 9:00 a.m. – SCW Admin
SCFMD Board Meeting – 2:00 p.m. – SL Admin
BVFD Board Meeting – 6:00 p.m. – BVFD Admin
26 AFMA Board Meeting – 11:00 a.m.

OCTOBER 2023

10 Budget & Finance Committee Mtg. – 10:00 a.m.
24 AFMA Board Meeting – 11:00 a.m.

NOVEMBER 2023

2 AFMA Special Board Meeting – 9:00 a.m.
3 AFMA Special Board Meeting – 3:00 p.m.
7 AFMA Special Board Meeting – 1:00 p.m.
16 Governance & Legislative Committee Mtg. – 10:00 a.m.
21 Budget & Finance Committee Mtg. – 9:00 a.m.
28 AFMA Board Meeting – 11:00 a.m.

DECEMBER 2023

12 Budget & Finance Committee Mtg. – 10:00 a.m.
19 NCFMD Special Board Meeting – 9:00 a.m. – SCW Admin
AFMA Board Meeting – 11:00 a.m.
SCFMD Special Board Meeting – 2:00 p.m. – SL Admin
BVFD Board Meeting – 6:00 p.m. – BVFD Admin. Office