



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, January 25, 2022

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, January 25, 2022, at 11:08 a.m. The meeting was held 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, Division Chief Brad Puckett, EMS Manager Chris Barden, Emergency Manager Kim Campbell, Paramedic Doug Costal, 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 Members Russell Smith and James Young; South County Fire & Medical District Board Members Jack Arend, Bill Becker, and Diane Price.

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. Discussion and Possible Action Relating to Approval of the Arizona Fire & Medical Authority Fiscal Year-End 2020/21 Final Annual Audit Report.

Jay Parke with Walker & Armstrong, LLP gave a detailed presentation reviewing the Arizona Fire & Medical Authority fiscal year-end final audit reports at the Joint Board Workshop. Rebecca Chitwood, Finance Director was available to answer any further questions from Board Members.

Board Clerk Crawford moved that the Arizona Fire & Medical Authority Governing Board approve the Fiscal Year-End 2020/21 Annual Audit Report. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Arizona Fire & Medical Authority Financial Reports for December 2021.

Rebecca Chitwood, Finance Director presented the Arizona Fire & Medical Authority Financial Reports for December 2021 and answered any questions from Board Members.

C. Accept Fiscal Year 2022/23 Budget Development Schedule.

At the Joint Board Workshop Finance Director Rebecca Chitwood presented the Fiscal Year 2022/23 budget development schedule. The dates were reviewed with Board Members and all questions were answered.

Board Clerk Crawford moved that the Arizona Fire & Medical Authority Governing Board approve the Fiscal Year 2022/23 Budget Development Schedule. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

5. **CONSENT AGENDA**

A. Approve Monthly Financial Report- December 2021.

B. Approve Regular Board Meeting Minutes - December 21, 2021.

C. Approve Executive Session Meeting Minutes – December 21, 201.

D. Accept the South County Fire & Medical District’s property annexations approved at their Special Governing Board Meeting on January 25, 2022.

Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board approve all items on the Consent agenda. Board Member Bookie 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, Support Services, and Emergency Medical Services/Training) – Current Event Summary for December 2021.**

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for December 2021 in detail at the South County Fire & Medical District and the North County Fire & Medical District Governing Board meetings and answered any questions from Board Members. No further elaboration was requested during the AFMA Board meeting.

Assistant Chief DeChant noted that the Operations Division continues to see an increase in overall call volume.

B. **Community Risk Management Division – Current Event Summary for December 2021.**

Eric Kriwer, Deputy Chief/Fire Marshal presented the Community Risk Management Division Monthly Report for December 2021 in detail at the South County Fire & Medical District and the North County Fire & Medical District Governing Board meetings and answered any questions from Board Members. No further elaboration was requested during the AFMA Board meeting.

Deputy Chief/Fire Marshal Kriwer noted that there had been four fire incidents in the Authority. Deputy Chief/Fire Marshal Kriwer also reviewed the development updates.

C. **Business Division (including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for December 2021.**

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Report for December 2021 in detail at the South County Fire & Medical District and the North County Fire & Medical District Governing Board meetings and answered any questions from Board Members. No further elaboration was requested during the AFMA Board meeting.

Assistant Chief Dalton reported that a workers compensation audit had recently been completed. Assistant Chief Dalton also gave an update on the Fire District Safety Act and other legislative activities.

D. **Arizona Fire & Medical Authority Chapter of the United Sun Cities Firefighters**

Association – International Association of Firefighters Local 3573 Updates.

Paramedic Doug Costal, Local 3573 representative reviewed the updates for this month. Paramedic Costal also reviewed upcoming activities of the AFMA Charities.

- 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.

There was no correspondence for this month.

7. **REGULAR BUSINESS**

- A. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Pneumatic Extrication System.

Division Chief Brad Puckett indicated this is a request for the Arizona Fire & Medical Authority Governing Board to approve the use of Capital Improvement Plan (CIP) funds to purchase replacement pneumatic rescue system equipment for Ladder Tender 102. The pneumatic extrication system is a series of air bags designed to lift heavy equipment typically for the purpose of extrication of victims from vehicular accidents or structural collapse. The equipment in use today on Ladder Tender 102 was purchased in 2009. Current standards require pneumatic components to be hydrostatic tested annually after 10 years of service with a recommended maximum life expectancy of 15 years.

The Budget & Finance Committee recommended approval of this item on January 18, 2022. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$15,500, for the purchase of a pneumatic extrication system. Board Member Gueltzow 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 – Hydraulic Rescue System.

Division Chief Brad Puckett indicated this is a request for the Arizona Fire & Medical Authority Governing Board to approve the use of Capital Improvement Plan (CIP) funds to purchase a replacement hydraulic rescue system for Ladder Tender 102. The current extrication system on Ladder Tender 102 was purchased in 2004. Newer passenger vehicles are manufactured with exotic metals strengthening portions of the vehicles that are frequently removed during emergency extrication. New government crash test standards have required vehicles to be upgraded and emergency extrication equipment needs to keep pace with changing vehicle technology standards.

The Budget & Finance Committee recommended approval of this item on January 18, 2022. All questions from Board Members were answered.

Board Member Gueltzow moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$50,000 for the purchase of a Holmatro extrication tool set. Board Clerk Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson

NAYS: None

C. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Ambulance Gurneys.

Assistant Chief DeChant indicated this is a request for approval of the use of Capital Improvement Plan (CIP) funds to purchase four replacement ambulance gurneys. Assistant Chief DeChant stated that the Authority currently has nine gurneys in service and seven of the nine have exceeded the suggested replacement schedule.

The Budget & Finance Committee recommended approval of this item on January 18, 2022. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$86,000 for the purchase of four replacement ambulance gurneys. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson

NAYS: None

D. Discussion and Update Related to Employee COVID-19 Protocols, Vaccinations, Incentives, and Expenses.

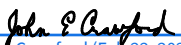
Emergency Manager Campbell gave an update on employee COVID-19 protocols, vaccinations, incentives and expenses. Human Resources Director Shauna Fisher gave an update on the vaccination incentive program that was recently implemented. All Board Member questions were answered.

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

Future agenda items were reviewed.

9. **ADJOURNMENT**

The meeting adjourned at 11:51 a.m.


John Crawford (Feb 22, 2022 15:47 MST)

John Crawford, Board Clerk

Approved

January 25, 2022 AFMA Board Meeting Minutes

Final Audit Report

2022-02-22

Created:	2022-02-22
By:	Dawn Miller (dmiller@afma.az.gov)
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