



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

**Tuesday, January 25, 2022**

**MINUTES**

**1. CALL TO ORDER / AFFIRMATION OF QUORUM**

Arizona Fire & Medical Authority Board Chairman David Wilson called the meeting to order on Tuesday, January 25, 2022, at 9:05 a.m. The meeting was held via 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, Board Members Jack Arend, and Bill Becker; North County Fire & Medical District Board Member James Young

Members Absent: NCFMD Board Member Russell Smith

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, 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

Public Comment: None

Guests Present: Jaye Parke and Curtis Bright with Walker & Armstrong; Paramedic Doug Costal

Media Present: None

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

Chairman Wilson led the Pledge of Allegiance.

**3. CALL TO THE PUBLIC**

There was no response to the call to public.

**4. FISCAL YEAR-END 2020-21 ANNUAL AUDIT**

- A. Discussion and presentation relating to the South County Fire & Medical District Fiscal Year-End 2020/21 Annual Audit Report – Jay Parke, Walker & Armstrong, LLP

*Items 4A, 4B, and 4C were taken together.*

Jay Parke and Curtis Bright with Walker & Armstrong, LLP presented the finalized Fiscal Year 2020/21 Annual Audit Report for the South County Fire & Medical District, the North County Fire & Medical District and the Arizona Fire & Medical Authority. Mr. Parke and Mr. Bright reviewed the financial position, liabilities, revenues, expenses, and statement of activities for each of the member Districts and the Authority. Mr. Bright reviewed the Report on Internal Controls and the required Communications to the Board for each member District and the Arizona Fire & Medical Authority. All Board Member questions were answered.

- B. Discussion and presentation relating to the North County Fire & Medical District Fiscal Year-End 2020/21 Annual Audit Report – Jay Parke, Walker & Armstrong, LLP

- C. Discussion and presentation relating to the Arizona Fire & Medical Authority Fiscal Year-End 2020/21 Annual Audit Report – Jay Parke, Walker & Armstrong, LLP


**5. FISCAL YEAR 2022/23 BUDGET DEVELOPMENT**

- A. Discussion relating to Fiscal Year 2022/23 budget development process and timeline.

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

**6. ADJOURNMENT**

The meeting adjourned at 9:47 a.m.

  
John Crawford (Feb 22, 2022 15:48 MST)

John Crawford, Arizona Fire & Medical Authority Board Clerk

# January 25, 2022 Minutes- Joint Boards Workshop

Final Audit Report

2022-02-22

Created:	2022-02-22
By:	Dawn Miller (dmiller@afma.az.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAASixxrNV4kwJRvUVIZ3takS5ECPPJvbL

## "January 25, 2022 Minutes- Joint Boards Workshop" History

-  Document created by Dawn Miller (dmiller@afma.az.gov)  
2022-02-22 - 10:18:02 PM GMT - IP address: 66.210.247.226
-  Document emailed to John Crawford (jcrawford@afma.az.gov) for signature  
2022-02-22 - 10:19:00 PM GMT
-  Email viewed by John Crawford (jcrawford@afma.az.gov)  
2022-02-22 - 10:47:25 PM GMT - IP address: 184.4.34.134
-  Document e-signed by John Crawford (jcrawford@afma.az.gov)  
Signature Date: 2022-02-22 - 10:48:02 PM GMT - Time Source: server- IP address: 184.4.34.134
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2022-02-22 - 10:48:02 PM GMT