



NORTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD SPECIAL 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 10:32 a.m. The meeting was held via video conference and telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk James Young, Board Members Richard Bookie, Tony Sambol, and Russell Smith

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, Administrative Director Dawn Miller

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: South County Fire & Medical District Board Members Jack Arend, Bill Becker, John Crawford, Karen Gueltzow, and Diane Price

Media Present: None

Public Comment: 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 the Public.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Discussion and Possible Action Relating to Approval of the North County Fire & Medical District Fiscal Year-End 2020/21 Final Audit Report.

Jay Parke with Walker & Armstrong, LLP gave a detailed presentation reviewing the North County Fire & Medical District 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 Member Sambol moved that the North County Fire & Medical District Governing Board approve the Fiscal Year-End 2020/21 Annual Audit Report. Board Member Young seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Sambol, Smith, Wilson, Young
NAYS: None

B. Discussion and Possible Action Relating to Approval of the North County Fire & Medical District Fiscal Year-End 2020/21 Ambulance Revenues & Cost Report.

Rebecca Chitwood, Finance Director presented the North County Fire & Medical District Fiscal Year-End Ambulance Revenues and Cost Report. All Board Member questions were answered.

Board Clerk Young moved that the North County Fire & Medical District Governing Board approve the Fiscal Year-End 2020/21 Ambulance Revenues & Cost Report. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Sambol, Smith, Wilson, Young
NAYS: None

C. North County Fire & Medical District Financial Reports for December 2021

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

D. 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 Member Bookie moved that the North County Fire & Medical District Governing Board approve the Fiscal Year 2022/23 Budget Development Schedule. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Sambol, Smith, Wilson, Young
NAYS: None

5. CONSENT AGENDA

- A. Approve Monthly Financial Reports for December 2021.
- B. Approve Transfer of Revenues from North County Fire & Medical District to Arizona Fire & Medical Authority (AFMA) in accordance with the AFMA Joint Power Authority Intergovernmental Agreement.
- C. Approve Governing Board Meeting Minutes – December 21, 2021.

Board Clerk Young moved that the North County Fire & Medical District Governing Board approve all items on the Consent agenda. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Sambol, Smith, Wilson, Young
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 – Operations Division presented the Operations Division Event Summary for December 2021 and answered any questions from Board Members.

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 – Community Risk Management Division presented the Community Risk Management Division Event Summary for December 2021 and answered any questions from Board Members.

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

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

Mary Dalton, Assistant Chief – Business Services Division presented the Business Services Division Event Summary for December 2021 and answered any questions from Board Members.

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. Correspondence Review – Correspondence received or sent by the North County Fire & Medical District which would be of interest to the Governing Board will be reviewed by the Board Clerk.

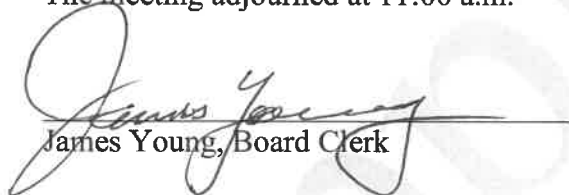
There was no correspondence for this month.

7. **SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS**

Future agenda items were reviewed.

8. **ADJOURNMENT**

The meeting adjourned at 11:00 a.m.


James Young, Board Clerk