



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, July 26, 2022

MINUTES

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

Board Clerk Crawford called the meeting to order on Tuesday, July 26, 2022, at 11:00 a.m. The meeting was held in person and virtually.

Members Present: Board Clerk John Crawford, Board Members Richard Bookie, Karen Gueltzow, and Tony Sambol

Members Absent: Board Chairman David Wilson

Staff Present: Fire Chief Mark Burdick, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Deputy Chief Kane Nixon, Division Chief Brad Puckett, Human Resources Director Shauna Fisher, Finance Director Rebecca Chitwood, Administrative Director Dusty Christopherson, and Management Analyst Deborah Musselman

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: South County Fire & Medical District Board Chairman Diane Price and Board Member Bill Becker; United Sun Cities Firefighters Association – IAFF Local 3573 President Scott Dial; Captain Justin Roggeman, District Chief Robert Olmstead, Captain Ron Puchta; Paramedic Doug Costal; Sun City West Resident Michael McNee

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

The Pledge of Allegiance was led by Board Clerk Crawford.

3. **CALL TO THE PUBLIC**

There was no response to Call to the Public.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

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

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

5. CONSENT AGENDA

- A. Approve Monthly Financial Reports for June 2022.
- B. Approve Arizona Fire & Medical Authority, North County Fire & Medical District, and South County Fire & Medical District Joint Governing Boards Meeting Minutes for June 28, 2022.
- C. Approve Regular Board Meeting Minutes – June 28, 2022.

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

Vote conducted. **MOTION CARRIED.**

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

6. CURRENT EVENTS SUMMARIES AND REPORTS

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

Assistant Chief DeChant presented the Operations Division Monthly Report for June 2022. All Board Member questions were answered.

- B. Community Risk Management Division – Current Event Summary for June 2022.

Division Chief Kane Nixon presented the Community Risk Management Division Monthly Report for June 2022, including the development updates. All Board Member questions were answered relating to the status of various solar projects in the South County Fire & Medical District, Tonopah area.

- C. Business Division (including Planning/Tech Services/Emergency Management/Support Services, Financial Services, Administration, and Human Resources) – Current Event Summary for June 2022.

Assistant Chief Dalton presented the Business Services Division Report for June 2022 and answered all Board Member questions.

Fire Chief Mark Burdick provided an update on the feasibility study with the Buckeye Valley Fire District and noted that Policy Logic will be available at the September AFMA Governing Board meeting for a detailed presentation.

D. Arizona Fire & Medical Authority Chapter of The United Sun Cities Firefighters Association – International Association of Firefighters Local 3573 Updates.

Captain Justin Roggeman, Local 3573 Representative, reviewed updates for the month. Captain Roggeman expressed his appreciation to the Governing Boards for their support in the development of the current Memorandum of Understanding (MOU). Captain Roggeman reported that the recent fundraising events held in the Sun Lakes Community raised more than \$34,000. Captain Roggeman reviewed upcoming fundraisers and special events and noted that there is an effort underway to bring some of these fundraising events to the North County Community.

E. Correspondence Review – 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.

Held from the meeting of June 28, 2022, Board Clerk Crawford reviewed the correspondence received during the months of May and June 2022.

7. **REGULAR BUSINESS**

A. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Conference Room Furniture.

Division Chief Nixon presented a request for the purchase of new conference room furniture to be used in the large conference room at the Administration Building. This furniture will include a dais with room for up to 9 elected officials, executive chairs, stackable audience chairs, training tables, and a facelift of the media cabinet to match the color scheme. Division Chief Nixon stated that the dais will be shipped in pieces and assembled onsite.

Board Member Bookie stated that the Budget & Finance Committee reviewed this item on July 19, 2022 and voted unanimously to recommend approval expressing concern about the high cost of the dais however Board Member Bookie noted that it is important for the Board to support the request as it will be needed should new partners join AFMA.

Board Clerk Crawford opened the floor for public comment.

South County Fire & Medical District Board Member Bill Becker requested Staff to investigate ways to expand the dais to a circular design (or something similar) so that all elected officials who are members of AFMA can face each other and participate.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$39,000 for the replacement of furniture in the Authority Administration Large Conference Room. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Fitness and Wellness Equipment.

Division Chief Puckett presented a request for the purchase of two new treadmills to be placed at Fire Stations 102 and 106, noting that the current equipment is beyond its useful life. 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 \$8,000 for the replacement of two treadmills. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

C. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Station 104 Roof Repair/Replacement.

Division Chief Puckett presented a request for the use of CIP funds to repair the asphalt shingled roof at Fire Station 104, which was damaged during the recent monsoon storms. Division Chief Puckett stated that this particular roof is original to the building and about 15 years old, Staff has repaired this particular roof internally twice in that time frame.

Division Chief Puckett stated that an insurance claim has been submitted and noted there is a \$5,000 deductible, the outcome of that claim is currently pending. Staff is requesting \$13,500 to make the necessary repairs, any insurance monies received will be returned to the General Fund.

All Board Member questions were answered.

Board Member Sambol moved that the Arizona Fire & Medical Authority certify the use of CIP funds in the amount of \$ 7,890 for the replacement of the Administration air conditioning unit that services the front end of the Administration building. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

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


8. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

Fire Chief Burdick stated that Staff will provide a presentation on the upcoming CIP projects at the August Budget & Finance Committee meeting.

Board Members requested consideration of holding special Governing Board meetings this Fall in Sun Lakes in conjunction with an Open House to present the Fire Station 232 Remodel to the Community.

9. ADJOURNMENT

The meeting was adjourned at 12:02 p.m.


John E Crawford (Sep 7, 2022 16:29 EDT)
John Crawford, Board Clerk


July 26 2022 Minutes AFMA

Final Audit Report

2022-09-07

Created:	2022-09-07
By:	Dusty Christopherson (dchristopherson@afma.az.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8z0ZoLeDUHiBsduk3oQJA62QMivzri6q

"July 26 2022 Minutes AFMA" History

-  Document created by Dusty Christopherson (dchristopherson@afma.az.gov)
2022-09-07 - 7:02:16 PM GMT- IP address: 66.210.247.226
-  Document emailed to jcrowford@afma.az.gov for signature
2022-09-07 - 7:02:47 PM GMT
-  Email viewed by jcrowford@afma.az.gov
2022-09-07 - 8:27:21 PM GMT- IP address: 172.58.238.213
-  Signer jcrowford@afma.az.gov entered name at signing as John E Crawford
2022-09-07 - 8:29:06 PM GMT- IP address: 172.58.235.253
-  Document e-signed by John E Crawford (jcrowford@afma.az.gov)
Signature Date: 2022-09-07 - 8:29:08 PM GMT - Time Source: server- IP address: 172.58.235.253
-  Agreement completed.
2022-09-07 - 8:29:08 PM GMT