



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, June 28, 2022

MINUTES

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

Board Clerk Crawford called the meeting to order on Tuesday, June 28, 2022, at 10:42 a.m. The meeting was held in person, via 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 Mark Burdick, Senior Advisor Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Assistant Fire Marshal Tom O'Donohue, Deputy Chief Kane Nixon, Division Chief Brad Puckett, Captain Johnny Padilla, Human Resources Director Shauna Fisher, Finance Director Rebecca Chitwood, Management Analyst Deborah Musselman, Captain Ian Dunbar

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Media Present: None

Guests Present: South County Fire & Medical District Board Chairman Diane Price, Board Member Bill Becker; North County Fire & Medical District Board Member James Young; Captain Johnny Padilla; Fire Corps Volunteer Michael McNee, Engineer Leslie Pechacek, Engineer Jared Randall, Captain Justin Roggeman, Human Resources Specialist Yvonne Lopez, Human Resources Generalist Andrea Vasquez

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

The Pledge of Allegiance was recited at the Joint Governing Boards Meeting held immediately before this meeting.

3. CALL TO THE PUBLIC

There was no response to the Call to the Public.

4. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. Arizona Fire & Medical Authority Financial Reports for May 2022

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

5. PUBLIC HEARING

A. Hold a public hearing relating to the adoption of Resolution No. AF22-0628-1 of the Arizona Fire & Medical Authority adopting the Fiscal Year 2022-23 Budget & Operational Plan.

Assistant Chief Dalton gave a visual presentation and verbal review of the Arizona Fire & Medical Authority’s Fiscal Year 2022-23 Budget & Operational Plan. Assistant Chief Dalton noted the challenges of inflation, competitive wages, and administrative workload while continuing to maintain excellent service delivery and fiscal stability moving forward in an uncertain economy. Assistant Chief Dalton answered all questions from Board Members.

Board Clerk Crawford opened the public hearing, there being no public comments, the public hearing was closed.

Board Member Gueltzow moved that the Arizona Fire & Medical Authority adopt Resolution No. AF22-0628-1 adopting the Fiscal Year 2022-23 Budget & Operational Plan. Board Chairman Wilson seconded the motion.

Vote Conducted: **MOTION CARRIED.**

AYES: Bookie, Crawford, Gueltzow, Sambol, Wilson

NAYS: None

ABSENT: None

6. CONSENT AGENDA

A. Approve Monthly Financial Reports for May 2022.

B. Approve Joint Governing Board Budget Workshop Meeting Minutes – May 17, 2022.

C. Approve Governing Board Meeting Minutes – May 24, 2022.

D. Approve Executive Session Meeting Minutes - May 24, 2022.

E. Accept Resolution No. SC22-0628-2 approved at the SCFMD Governing Board meeting on June 28, 2022, authorizing Annexation Request of Parcel No. 506-41-285A, located in the boundaries of South County Fire & Medical District (Property Owner: Global Water Resources).

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

ABSENT: None

7. CURRENT EVENTS SUMMARIES AND REPORTS

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

Captain Johnny Padilla, Local 3573 Representative, reviewed updates for this month. Captain Padilla expressed his appreciation to staff and the Governing Boards for their support in the development of the current Memorandum of Understanding (MOU) which received a 100% vote of approval by the membership. Captain Padilla also reviewed an upcoming fundraiser being hosted by the AFMA Firefighters Charities.

- B. 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.

Board Clerk Crawford tabled the Correspondence Review for May 2022 and requested it be added to the July 2022, Arizona Fire & Medical Authority Governing Board Meeting Agenda.

8. REGULAR BUSINESS

- A. Fire Station 232 Renovation Update.

Division Chief Puckett gave a review of the completed renovation at Fire Station 232. Division Chief Puckett stated that the items on the punch list with the contractor continue to be addressed. South County Fire & Medical District’s Board Chairman Diane Price requested the October 2022 Arizona Fire & Medical Authority Governing Board Meeting be held at the newly remodeled Fire Station 232 in Sun Lakes followed by an Open House. All Board Member questions were answered.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve holding the Arizona Fire & Medical Authority Governing Board Meeting in October 2022 at the newly remodeled Fire Station 232 in Sun Lakes followed by an Open House. Board Chairman Wilson seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Rapid Extraction Module Utility Terrain Vehicle.

Assistant Chief DeChant presented a request for the purchase of the CIP Expenditure – Rapid Extraction Module Utility Terrain Vehicle (UTV). 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 \$36,000 for the purchase of a new UTV. Chairman Wilson seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

C. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure - Rapid Extraction Module Rescue Equipment for Wildland Deployments.

Assistant Chief DeChant presented a request for the purchase of the CIP Expenditure – Rapid Extraction Module (REM) Rescue Equipment for Wildland Deployments. 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 \$25,000 for the purchase of REM Rescue Equipment. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

D. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Administration Air Conditioner Replacement.

Division Chief Puckett presented a request for the purchase of the CIP Expenditure – Administration Air Conditioner Replacement. 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, Wilson
NAYS: None
ABSENT: None

E. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Fire Station 231 Air Conditioner Replacement.

Division Chief Puckett presented a request for the purchase of the CIP Expenditure – Fire Station 231 Weight Room Air Conditioner Replacement. 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 \$12,000 for the replacement of the gym air conditioning unit on Fire Station 231. Board Clerk Crawford seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

F. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Large Conference Room AV Upgrade Change Order.

Deputy Chief Nixon presented a request to approve the use of CIP funds to add additional funding to the existing large conference room/EOC AV Upgrade project at the Fire Administration building. All Board Member questions were answered.

Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$5,000 to increase the total project cost to \$82,000 for the large conference room/EOC AV upgrade project. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

G. Discussion and Possible Action Relating to Approval of Memorandum of Understanding with the Arizona Fire & Medical Authority Chapter of the United Sun Cities Firefighters Association – International Association of Firefighters Local 3573.

Assistant Chief Dalton provided an update on the Memorandum of Understanding between Management and Labor’s agreed upon conditions presented during the Budget & Finance Committee Meeting on June 21, 2022. Assistant Chief Dalton emphasized Local 3573’s Representative/Captain Johnny Padilla’s comment about how excellent the process was between Labor and Management. Chief Dalton noted that the current Memorandum of Understanding was created for one year due to the uncertainty of the economy and the anticipated increased membership change. Labor and Management agreed the one-year agreement was in all parties’ best interests instead of the standard two-year agreement. All Board Member questions were answered.

Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board approve the Memorandum of Understanding with Local 3573. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

H. Unmanned Aircraft System (UAS) Program Update.


Assistant Chief DeChant introduced Captain Dunbar who provided an update regarding the UAS Program. Captain Dunbar reviewed the Arizona Fire & Medical Authority’s current number of qualified pilots and an inventory of operable equipment. Captain Dunbar further reviewed the equipment’s capabilities and the deployment statistics for the Fiscal Year 2021-22. Captain Dunbar provided an overview of the Certificate of Authorizations for coverage areas held by the Arizona Fire & Medical Authority. All Board Member questions were answered.

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

Future agenda items were reviewed.

10. **ADJOURNMENT**

The meeting was adjourned at 12:01 p.m.


John E Crawford (Jul 27, 2022 16:02 PDT)
John Crawford, Board Clerk