



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, May 24, 2022

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, May 24, 2022, at 10:11 a.m. The meeting was held in person, 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 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 Scott Dial, 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 Diane Price and Bill Becker, Engineer Josh Petchel

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. CEREMONIAL PRESENTATIONS

A. Promotional Swearing-In Ceremony

(This item was presented after item 6D)

Assistant Chief DeChant presented Joshua Petchel who received a recent promotion. Engineer Joshua Petchel was recognized and read the oath with Board Clerk Crawford.

5. FINANCIAL SUMMARIES

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

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

6. CONSENT AGENDA

A. Approve Monthly Financial Report- April 2022.

B. Approve Regular Board Meeting Minutes -April 26, 2022.

C. Approve Executive Session Minutes – April 26, 2022.

D. Accept the South County Fire & Medical District’s Property Annexations Approved at the SCFMD Governing Board Meeting on May 24, 2022.

Board Clerk Crawford 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

7. CURRENT EVENTS SUMMARIES AND REPORTS

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

Chris DeChant, Assistant Chief presented the Operations Division Monthly Report for April 2022. Assistant Chief DeChant noted that the Operations Division continues to see an increase in overall call volume. All Board Member questions were answered.

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

Tom O’Donohue, Assistant Fire Marshal presented the Community Risk Management Division Monthly Report for April 2022. Assistant Fire Marshal O’Donohue noted that there were two fire incidents within the Authority for April. Assistant Fire Marshal

O'Donohue also reviewed the development updates. All Board Member questions were answered.

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

Mary Dalton, Assistant Chief – Business Division presented the Business Services Division Report for April 2022. Assistant Chief Dalton gave an update on Legislative activities. Assistant Chief Dalton also noted that the finance department has been very busy finalizing the 2022/23 budget. All Board Member questions were answered.

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

(This item was presented after item 8D)

Captain Scott Dial, Local 3573 representative reviewed the updates for this month. Captain Dial recognized Engineer Petchel for his recent promotion. Captain Dial indicated that Labor had been busy working on the Memorandum of Understanding (MOU). All Board Member questions were answered.

- 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.

8. REGULAR BUSINESS

- A. Discussion and Possible Action Relating to Adoption of Proclamation Declaring the Week of June 19-25, 2022, as Firefighter Stand Down Week

(This item was presented after item 7B)

Assistant Fire Marshal O'Donohue read the Firefighter Stand Down Week Proclamation. All Board Member questions were answered.

Board Clerk Crawford moved that the Arizona Fire & Medical Authority Governing Board adopt a proclamation declaring the week of June 19-25, 2022, as Firefighter Stand Down Week throughout the Authority. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Discussion and Possible Action Relating to the Approval of the AFMA 2018-2022 Updated Strategic Plan

Assistant Chief Dalton and Deputy Chief Nixon reviewed the 2018-2022 updated strategic plan. This item was reviewed in depth at the Joint Boards Budget Workshop on May 17, 2022. All Board Member questions were answered.

Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board approve the AFMA 2018-2022 Updated Strategic Plan. Board Clerk Crawford seconded the motion.

Vote conducted. MOTION CARRIED.

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

C. Discussion and Possible Action Relating to the Approval of the AFMA Fiscal Year 2022-23 Capital Improvement Plan

Assistant Chief Dalton presented the AFMA Fiscal Year 2022-23 Capital Improvement Plan. This item was reviewed in depth at the Joint Boards Budget Workshop on May 17, 2022. All Board Member questions were answered.

Board Member Gueltzow moved that the Arizona Fire & Medical Authority Governing Board approve the AFMA Fiscal Year 2022-23 Capital Improvement Plan. Board Member Sambol seconded the motion.

Vote conducted. MOTION CARRIED.

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

D. Discussion and Possible Action Relating to the Approval of the AFMA Fiscal Year 2022-23 Tentative Budget & Operational Plan

Assistant Chief Dalton and Finance Director Chitwood presented the AFMA Fiscal Year 2022-23 Tentative Budget & Operational Plan. The plan did include a \$0.05 tax increase which would assist in addressing Capital Improvement Plan inflationary costs, add two additional support staff positions, and provide for six months of Hazardous Materials Program stipends and supplies. This item was reviewed in depth at the Joint Boards Budget Workshop on May 17, 2022. All Board Member questions were answered.

Board Member Sambol moved that the Arizona Fire & Medical Authority Governing Board approve the AFMA Tentative Budget & Operational Plan and authorize posting to begin May 25, 2022, through June 13, 2022. Board Clerk Crawford seconded the motion.

Vote conducted. MOTION CARRIED.

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

9. **POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION**

Executive Session for Legal Advice.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board convene into Executive Session. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

The Governing Board adjourned to convene into Executive Session at 11:17 a.m.

A. **Legal Advice Related to Proposed Employment Agreement with Legal/Intergovernmental Affairs Director.**

The Governing Board reconvened the regular Arizona Fire & Medical Authority Meeting at 11:34 a.m.

10. **REGULAR BUSINESS CONTINUED**

E. **Discussion and Possible Action Regarding Proposed Employment Agreement with Legal/Intergovernmental Affairs Director.**

Assistant Chief Dalton provided general information regarding the proposed employment agreement with Legal/Intergovernmental Affairs Director. All Board Member questions were answered.

Board Clerk Crawford moved that per the parameters outlined in the individual agreement, the Arizona Fire & Medical Authority Governing Board approve the employment agreement with Lee Miller. Board Member Bookie seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

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

Future agenda items were reviewed.

12. **ADJOURNMENT**

The meeting adjourned at 11:38 a.m.


John Crawford, Board Clerk

Approved