



ARIZONA FIRE & MEDICAL AUTHORITY GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, November 15, 2022

MINUTES

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

Board Chairman Wilson called the meeting to order on Tuesday, November 15, 2022, at 11:55 a.m. The meeting was held in person and virtually.

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

Members Absent: None

2. CALL TO THE PUBLIC

There was no response to Call to the Public.

3. FINANCIAL SUMMARIES AND AUDIT REPORTS

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

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

4. CONSENT AGENDA

A. Approve Monthly Financial Report for October 2022.

B. Approve Board Meeting Minutes of September 27, 2022, October 4, 2022, October 18, 2022, October 25, 2022, and October 29, 2022.

C. Accept the North County Fire & Medical District's Fire Protection Agreement approved at their Governing Board Meeting on November 15, 2022.

D. Approve the Automatic Aid Agreement with Luke Air Force Base.

E. Approve the Emergency Base Station Agreement with Banner Health.

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, Wilson
NAYS: None
ABSENT: None

5. REGULAR BUSINESS

A. Discussion and Possible Action Relating to Governing Board Chair/Clerk Positions.

Legal & Intergovernmental Affairs Director Lee Miller requested the Governing Board agree to delay the selection of their Board Chair/Clerk positions until January 2023, allowing for the addition of the Buckeye Valley Fire District representatives to be appointed as a partner agency with the Authority.

Board Member Gueltzow moved that the Arizona Fire & Medical Authority Governing Board approve the postponement of appointment of Board Chair/Clerk positions until January 2023. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

B. Discussion and Possible Action Regarding Capital Improvement Plan (CIP) Expenditure – Authority Network Router Replacement Project.

IT Manager Chris Arrington stated that the Authority currently has routers located across Authority facilities and on regional communication infrastructure. Replacing all routers is the only option to ensure proper functionality and security to the Authority’s network.

This request is for routers, all with network port expansion cards. Multiple quotes were obtained from three vendors for the stated equipment. Since this is a time sensitive matter and security is a top priority for the Authority, the recommendation is to move forward with a total of nine routers for a total of \$58,563.16.

In response to an inquiry, IT Manager Arrington noted that this equipment has a useful life of about 5 to 6 years.

Board Member Bookie stated that the Budget & Finance Committee reviewed this item on November 8, 2022 and recommended approval.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of capital funds in an amount not to exceed \$65,000 to replace and upgrade the Authority’s network routers and complete the communication room cleanup project. Board Member Gueltzow 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 – Apparatus Mobile Computer Terminals.

Division Chief Brad Puckett presented the request to utilize \$20,000 of CIP funds to purchase four mobile computer terminals. These terminals are utilized in fire apparatus to receive dispatch information, communicate with other responding units, incident mapping, responding unit locations, and to communicate with Fire Alarm Dispatch. The addition of the four requested units will replace one existing Battalion Chief 101 terminal which is obsolete and complete the outfitting of all AFMA apparatus. Currently there are forty units in service across the Authority. This purchase is made through the Phoenix Fire Department as they are a sole-source provider so that all agencies across the Valley work off the same equipment.

Board Member Bookie stated that the Budget & Finance Committee reviewed this item on November 8, 2022 and recommended approval.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of CIP funds in an amount not to exceed \$20,000 for the purchase of four apparatus mobile computer terminals. Board Chairman Wilson 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 – Exterior Painting of Stations.

Division Chief Brad Puckett presented the request for approval of \$22,000 to repaint the exterior of Fire Stations 102, 103, and 104. The original request in the Fiscal Year 2022/23 CIP did not include funds to repaint Fire Station 104, however after a recent inspection painting needs were identified. The original request in the Fiscal Year 2022/23 CIP included \$16,000 for this repainting project, however staff is requesting an additional \$6,000 to complete this painting project.

Board Member Bookie stated that the Budget & Finance Committee reviewed this item on November 8, 2022 and recommended approval.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the use of capital funds in an amount not to exceed \$22,000 to repaint the exterior of Fire Stations 102, 103 & 104. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**

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

E. Discussion and Possible Action Regarding Approval of Fiscal Year 2021/2022 Annual Report.

Assistant Chief Mary Dalton presented the completed Fiscal Year 2021/2022 Annual Report noting this report is published every year on the Authority website and social media platforms to share with the community the Authority’s annual statistics and accomplishments.

Board Member Bookie moved that the Arizona Fire & Medical Authority Governing Board approve the Fiscal Year 2021/2022 Annual Report. Board Member Gueltzow seconded the motion.

Vote conducted. **MOTION CARRIED.**


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

6. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

Chairman Wilson requested a report on driving accident trends across the Authority and any related correlations with the DriveCam Program.

7. ADJOURNMENT

The meeting was adjourned at 12:21 p.m.


John E Crawford (Dec 22, 2022 07:24 MST)

John Crawford, Board Clerk

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Final Audit Report

2022-12-22

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