

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
Regular Meeting  
Tuesday, August 15, 2017, 4:30 pm - 6:00 pm  
Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino  
Valley**

### In Attendance

Darlene Packard; Dave Dobbs; Dave Tharp; Jeff Wasowicz; Julie Pettit;  
Laura Mowrer; Matt Zurcher; Nicolas Cornelius; Scott A Freitag;  
Susanne Dixson

### NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Arizona Fire and Medical Authority Board of Directors and the general public that the **Central Arizona Fire and Medical Authority** will hold a meeting open to the public on **Tuesday, August 15, 2017 at 4:30 p.m.** The meeting will be held at the **Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley, Arizona.** The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

**Board Chair Pettit called the Central Arizona Fire and Medical Authority Regular Session to order on August 15, 2017 at 4:53 p.m. Director Dobbs attended telephonically.**

2. PLEDGE OF ALLEGIANCE

**Chair Pettit led the Pledge of Allegiance.**

3. CALL TO THE PUBLIC

Those wishing to address the Central Arizona Fire and Medical Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

**Board Chair Pettit opened the meeting for public comments.**

**Mr. Jacobs, a 20 year resident, made accusations against Director Packard and the CAFMA Board. He stated he is filing a formal complaint regarding the June 27, 2017 meeting in which he alleges Director Packard was unprofessional, intimidating, and provided false statements during the Board meeting. He mentioned that he has not**

submitted Freedom of Information Act (FOIA) requests under Title 5 of the US Code; he has only submitted requests under A.R.S. §39-121 for public records requests. He also refuted the \$1,000 cost associated with his requests, as these records may not be withheld. He is concerned that there are incorrect entries in the draft minutes of June 27, 2017 in terms of what transpired. He stated these items are against the policies that are outlined in Title 38-431. He explained that he wanted to allow the Board time to resolve these issues prior to filing a complaint with the Attorney General's office.

**Chair Pettit said they would address these issues.**

#### 4. PRESENTATIONS

##### A. Prescott Valley Town Council Report

**Prescott Valley Town Council Member Grossman provided the Board with current construction activity.**

##### B. Board Members' Reports Including: Prescott Regional Communications Center (PRCC), Public Records Requests, Legal Fees, and Labor/Management

**Director Wasowicz stated that he attended the Prescott Regional Communications Center (PRCC) Chief's meeting. PRCC has two new staff members. He will continue attending these meetings as there is helpful information, and they were welcoming. They are reviewing the draft agreement.**

#### 5. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Central Arizona Fire and Medical Authority Board and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately for discussion and possible action.

##### A. Approve Joint Session Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority Minutes - June 27, 2017 and Addendum

##### B. Approve Regular Session Minutes - July 25, 2017

##### C. Approve Executive Session Minutes - July 25, 2017

##### D. Approve Special Session Minutes - August 1, 2017

##### E. Approve General Fund Financial Statements

##### F. Approve Fire Protection Agreements - Lowery, Metiva, Smith

**Motion to approve Consent Agenda as read.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

Yes: Dave Dobbs, Darlene Packard, Julie Pettit, Jeff Wasowicz, Matt Zurcher

#### 6. CORRESPONDENCE

##### A. Letters from the Public

**Chief Freitag explained that we received a thank you letter from an Oregon State Trooper for Captain Stooks and his wife Amy. Captain Stooks is a paramedic and Mrs. Stooks is a nurse. They rendered medical aid to two critically injured patients that were involved in a vehicle crash. Both patients are now recovering due to**

**their willingness to assist. Chief Freitag stated that he also forwarded the letter to Amy's employer, Humboldt School District.**

- B. Monthly Division Reports from the Fire Chief and staff in regard to current activities of the Fire Authority and the status and progress relating thereto

**Chief Freitag updated the Board on the Administration building. The lowest bid was accepted to seal the block. All bidders and other experts agreed with the method of remedy. Work will be completed in October; this does not impact our move in date of August 31. We have been very happy with the construction.**

**Chief Tharp explained we are still waiting for the interest rates from PSPRS to allow for refunding that portion. Depending on the judge's ruling, we may already be accruing interest.**

**Fire Marshal Chase mentioned that Assistant Fire Marshal Smith received a thank you note from Dewey-Humboldt Council Member Victoria Wendt for her assistance with Dewey-Humboldt becoming a fire wise community. Fire Marshal Chase commended the crews that responded to two recent fires in Chino. Crews were able to quickly extinguish the fires and save the homeowners' belongings and a cat.**

**Chief Freitag stated that Technical Services is working on the new Administration building, and the September Board meeting will be held there.**

**Chief Feddema explained that the joint quarterly training will be live fire training conducted in the evening to help satisfy the night drill requirement. He encouraged Board members to attend and asked that those interested to contact Chief Freitag to schedule.**

**Chief Freitag confirmed that PRCC's new CAD system is scheduled to go live on January 18, 2018. This new system has many benefits for dispatchers and it will allow for response plans for both police and fire. It also allows for additional incident management. The draft PRCC contract is being reviewed; all partner recommendations have been included.**

## **7. OLD BUSINESS**

- A. Discussion and Possible Action Regarding Moving Monthly Board Meetings to the Fourth Monday or Tuesday of the Month

**Chief Freitag stated that the Central Yavapai Board did approve moving meetings to the fourth Monday of the month with the order changed: Chino Valley at 4:00 p.m., CAFMA at 4:30 p.m., and then Central Yavapai at 5:30 p.m.**

**This Board previously approved that change.**

## **8. EXECUTIVE SESSION**

**Motion to go into Executive Session at 5:20 p.m.**

Move: Darlene Packard Second: Jeff Wasowicz Status: Passed

Yes: Dave Dobbs, Darlene Packard, Julie Pettit, Jeff Wasowicz, Matt Zurcher

- A. Legal Advice Pursuant to A.R.S. § 38-431.03(A)(3) Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Personnel Matter Pursuant to A.R.S. §38-431.03(A)(1) Concerning the Formal Investigation into Director Jacobs' Allegation Re: Possible Coercion of Staff by Chief Freitag

**Chair Pettit reconvened the meeting in Public Session at 6:08 p.m.**

9. OLD BUSINESS CONTINUED

- A. Discussion and Possible Action Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response

**Chair Pettit instructed Attorney Cornelius to make corrections as noted in his letter and make the document part of the public record. She also asked that he draft a letter of admonishment to Director Jacobs from this Board regarding unfounded and unsubstantiated allegations against Chief Freitag and staff and to instruct her to discontinue any further such allegations without substantial information provided. Communications will continue to be in writing to the Chief with copy to Attorney and Board Chair. We will consider this matter closed; it will not be agendized unless there is a need due to new information.**

- B. Discussion, Possible Direction, and Follow up from Attorney Cornelius Concerning the Formal Investigation into Director Jacobs' Allegation Re: Possible Coercion of Staff by Chief Freitag

**Attorney Cornelius was instructed to provide his investigation findings in writing with supporting documents attached to Board Chair Pettit and CYFD Board Chair Packard and that copies be made available to Board Members and public at large.**

**Chair Pettit asked that this item be placed on the September agenda for discussion and follow-up.**

**Chief Freitag asked if he could speak with Captain Merrill as a labor rep. He is part of the labor / management process, and he has been unable to communicate with him. Attorney Cornelius stated that Chief Freitag could communicate, and he will provide that in writing. Chief Freitag mentioned that he wasn't able to conduct district business, because Engineer Kontz was off district.**

**Chair Pettit stated to continue with operations and communications as laid out. She instructed Chief Freitag to contact her or Attorney Cornelius if he had any concerns or resistance.**

10. ADJOURNMENT

**Motion to adjourn at 6:12 p.m.**

**Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed**

**Yes: Dave Dobbs, Darlene Packard, Julie Pettit, Jeff Wasowicz, Matt Zurcher**



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**Board Clerk / Date**