

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Thursday, May 24, 2018, 5:00 pm - 6:00 pm
Central Arizona Fire and Medical Authority, Administration,
8603 E. Eastridge Drive, Prescott Valley**

**** Revised ****

In Attendance

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

Not In Attendance

Dave Tharp

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 **Thursday, May 24, 2018 at 5:00 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive, Prescott 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

Chair Pettit called the Central Arizona Fire and Medical Authority Board meeting to order on Thursday, May 24, 2018 at 5:05 p.m.

2. PLEDGE OF ALLEGIANCE

Chair Pettit led the Pledge of Allegiance.

3. PRESENTATIONS

Presentations were taken out of order.

A. Presentation of Donation Check from Debbie Miller to the CAFMA Honor Guard

Item 3.B. was taken out of order.

Debra Miller, the niece of Lillian Hanson, gave an overview of Lillian's wonderful life and achievements. Ms. Miller explained that Lillian resided in Prescott Valley, and Lillian had provided instructions that any of her funds remaining after her passing should be given to the fire department for all of their help over the years including extinguishing their house fire. Ms. Miller presented a generous donation for the CAFMA Honor Guard. Honor Guard member Jeremiah King stated that they were very appreciative and the funds would be used to purchase a van to assist with their transportation.

B. Recognitions by Fire Marshal Chase

Fire Marshal Chase recognized Mariana Schubert for her quick actions that saved a house from burning.

Captain Olson presented a certificate to Nathan Mayton for calling 911 and saving a house from burning.

Fire Marshal Chase recognized our Fire Corps Volunteers: Steve Maslansky has been supporting the area HazMat Team with his expertise and equipment donations for many years. Mel Bruce has been supporting the Fire Prevention Division producing Preplans. Bill Brookins has been providing photography services and overseeing the Fire Corps Program.

HR Manager Brookins presented a certificate to Beverly Patton for her support of the Training Center with administration functions. Tom Patton was recognized for assisting the Warehouse with filling orders and making station deliveries. They have each volunteered more than 600 hours over the past three years. Wolfgang Lengwenus was recognized for more than 500 hours supporting Fleet Maintenance. Daniel Aguilera has been assisting the Warehouse and cleaning turnouts; however, he was not present. George Hasler, who also was not present, was recognized for over 1,300 hours since 2011; he assists the staff at CARTA. HR Manager Brookins thanked all the volunteers and encouraged others to call the office if they wish to volunteer.

C. Prescott Valley Town Council Report

No presentation.

D. Board Members' Reports

i. Prescott Regional Communications (PRCC)

Director Wasowicz stated that the monthly bill was within budget. He explained that PRCC will be launching the next generation of 911 calling that will allow for texting. They expect to have that up and running by August.

ii. Public Records Requests

Director Zurcher had nothing to add for public records requests.

iii. Legal Fees

Director Zurcher had nothing to add for legal fees.

iv. Labor/Management

Director Dobbs had nothing to add for labor/management.

E. Letters from the Public

Chief Freitag mentioned that there were numerous letters related to the recent fires. He stated that he received a letter from the Assistant Town Manager of Prescott Valley expressing appreciation for saving his home in Poquito Valley; he also noted that there is only one ingress and egress. Chief Freitag thanked Central Yavapai Fire District Director Steele for attending Fire Ops 101 and mentioned Director Steele's thank you note.

F. 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 mentioned that Captain Bob and Daphne Rendl's son Nathan was struck by a car at Lakeshore and Lake Valley, and he's been in a coma. Chief is happy to report that he has been opening his eyes and responding to verbal stimuli. There is a fundraiser on Sunday, June 3rd at a fitness center in Prescott Valley.

Chief Freitag mentioned that the Viewpoint Fire could have been much worse. We have a great relationship with other local agencies, which allowed for a quick response by all including the City of Prescott, Yavapai County, and County resources from over the other side of the mountain to backfill stations.

Chief Freitag stated we are conducting CPR training for ADOT and the feedback has been overwhelming. ASU and DHS has voiced interest in the class.

It was mentioned that license plate numbers can be taken and reported for those dragging chains.

Director Wasowicz asked what the role of a fire K9 is.

Chief Freitag stated that arson dogs are called in when there is something suspicious. There is only one Arson K9 in Arizona, and we may have to pay for someone to sit at the scene until the K9 arrives. We are hoping we can find grant funding to obtain an arson K9 that would be housed at CAFMA and could be a resource for northern Arizona.

Chief Bliss informed the Board that two new Type 1 engines have been placed into service. Work has begun on the ladder and the Type 3 should be arriving shortly. He explained that the Viewpoint Fire was one of our better experiences, and it was the result of years of working together with other agencies and members such as Chief Abel assisting with training.

Chair Pettit mentioned that the fire also showed the need for defensible space.

Fire Marshal Chase gave recognition to his Fire Prevention staff for all the plan reviews, fires investigations, and business inspections they have been completing.

4. CALL TO THE PUBLIC

A.R.S. §38-431.01(H) states: A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Arizona Fire and Medical Authority Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

Chair Pettit opened the meeting for public comment.

Ben Roche, a member of CAFMA, apologized as he had intended to address all three Boards. He expressed appreciation from all employees for the Board member's dedication.

Chris Kuknyo commended personnel for their great job on the recent wildland fires. He encouraged the Board to merge the fire districts due to recent financial trends.

Larry Jacobs stated that he was disturbed by the false statements that were made by a Prescott Valley Town Council member at the April Board Meeting. He was disheartened that no one informed the council member that his statements were false.

Victoria Wendt, representing Fire Wise Community of Dewey-Humboldt and on behalf of the residents of Upper Blue Hills, thanked the Board for funding their water tanks. They are excited that they will have a water source. She also voiced her appreciation of the quick response to recent fires. She thanked the Board for the tentative funding.

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. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

- A. Approve Special Session Minutes - April 16, 2018
- B. Approve Special Executive Session Minutes - April 16, 2018
- C. Approve Regular Session Minutes - April 23, 2018
- D. Approve General Fund Financial Statements
- E. Approve Fire Protection Agreements: Coomber, Lindsey, Moon

Motion to approve consent agenda as presented.

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Policy 190 Public Records Requests
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Fire Board Policy Amendments
- C. Personnel Matter Pursuant to A.R.S. §38-431.03(A)(1) Regarding Fire Chief's Evaluation
- D. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Chief's Contract Term Regarding Indemnification

Motion to adjourn into Executive Session at 5:50 p.m.

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

7. OLD BUSINESS

Chair Pettit reconvened into Public Session at 6:30 p.m.

- A. Motion, Discussion, and Action on Amended Policy 190 Public Records Access

Motion to approve amended Policy 190 Public Records Access.

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

- B. Motion, Discussion, and Action Regarding Fire Board Policy Amendments

Chair Pettit directed staff to setup an executive work session for August 13, 2018 at 8:00 am.

8. NEW BUSINESS

A. Motion, Discussion, and Action Regarding Fire Chief's Evaluation

Motion to accept the evaluation as presented to the Chief.

Director Wasowicz explained that the best way to judge a leader is to look at those below him. He stated that the staff CAFMA is fabulous and mentioned his appreciation for Chiefs Tharp and Bliss's work on the budget, administrative staff, and operations.

Director Zurcher stated that the caliber of staff of this organization shows that we have top-notch leadership with Chief Freitag interviewing every new hire.

Director Dobbs mentioned we are represented well by Chief Freitag's involvement around the state; he is well respected on all fronts. He stated that Chief has support from top to bottom and statewide.

Director Packard stated that we are the best of the best; we don't get that way across the state without Chief Freitag's leadership.

Chair Pettit stated that Chief Freitag's perseverance and steward leadership is what we enjoy, and she thanked him.

Chief Freitag thanked the entire staff and all personnel as he works for them and the Board, and he is blessed to be here.

**Move: Darlene Packard Second: Matt Zurcher Status: Passed
Yes: Dave Dobbs, Darlene Packard, Julie Pettit, Jeff Wasowicz, Matt Zurcher**

Attorney Cornelius advised the Board that the 1% contractual issue needed to be addressed.

Motion to approve the 1% merit raise in accordance with Chief's employment contract as well as the Agency's policy regarding merit raises for all employees.

Move: Matt Zurcher Second: Dave Dobbs Status: Passed

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

B. Discussion and Direction to Staff Regarding Request for Proposal (RFP) for Audit Services for Fiscal Years 2018-2020

Chief Freitag explained that every three years we solicit bids for auditing services; we hope our current auditor submits a bid.

Board directed staff to proceed with obtaining bids.

C. Motion, Discussion, and Action Regarding Chief's Contract Term Regarding Indemnification

The Board instructed staff to reimburse the open balance regarding the indemnification clause of the chief's contract.

D. Motion, Discussion, and Action Regarding Purchasing a New Utility Vehicle

Chief Bliss informed the Board that this is for a new utility vehicle that is in the capital replacement plan. He explained that the cost was a little over what was estimated because it is only the second vehicle of this type that we have purchased. There was a savings in the engine purchases that more than covers the overage of this purchase.

Motion to approve the purchase of a utility vehicle for the contract amount of \$321,788 + tax.

This vehicle will be housed at either Station 53 or 61; it will be determined by the Fleet Services Manager.

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

9. ADJOURNMENT

Motion to adjourn meeting at 6:42 p.m.


Move: Dave Dobbs Second: Matt Zurcher Status: Passed

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

Clerk / Date

Signature indicating approval on next page

Signature Page For: 2018 05 24 CAFMA Regular Minutes-Approved.pdf - Central Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 6/25/2018

A handwritten signature in black ink, appearing to read "Darlene Packard". The signature is written in a cursive style with a large initial "D".

Darlene Packard , Board Clerk 06/26/2018