

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, October 22, 2018, 4:30 pm - 5:30 pm
Chino Valley Town Hall
202 N. State Route 89, Chino Valley, Arizona**

In Attendance

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

Not In Attendance

Dave Tharp; Jeff Wasowicz

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 **Monday, October 22, 2018 at 4:30 p.m.** The meeting will be held at the **Chino Valley Town Hall, 202 N. State Route 89, 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

Director Packard called the Central Arizona Fire and Medical Authority Board meeting to order on October 22, 2018 at 4:30 p.m.

Chair Pettit and Director Dobbs attended telephonically. Chief Bliss was also in attendance.

2. PLEDGE OF ALLEGIANCE

Director Packard led the Pledge of Allegiance.

3. PRESENTATIONS

A. Citizen Awards

Fire Marshal Chase presented awards to Mikayla Baker and Ethan Hutchison for their selfless act of getting a gentleman to medical treatment and saving his life on September 8, 2018.

Chiefs Freitag and Rose presented life saving awards to Jay Ortenzo, Alisa Lester, and Bill Bailey for their selfless act of rendering aid to patients at a multi-car crash on State Route 89 north of Drake on August 30, 2018. Chief Freitag explained that the crash was outside of our Agency boundaries; however, we were able to respond under the mutual aid agreement with DPS.

B. Chino Valley Town Council Report

No comments.

C. Board Members' Reports

i. Prescott Regional Communications (PRCC)

No report.

ii. Public Records Requests

Director Zurcher had nothing else to add.

iii. Legal Fees

Director Zurcher had nothing more to add.

iv. Labor / Management

Director Dobbs had nothing else to add.

D. Letters from the Public

Chief Freitag mentioned a thank you note that was received expressing appreciation for everyone's professionalism with her niece, whose baby was born en route to the hospital.

E. 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 added that there will be firefighter testing Wednesday for new hires under the SAFER grant.

Chief Bliss welcomed Facilities Manager Tom Muniz's replacement Eric Crossman. Eric has jumped right in even with minimal training due to unforeseen circumstances that didn't allow for much job shadowing with Tom.

4. CALL TO THE PUBLIC

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.

Chris Jensen explained that an agenda item is an open meeting law complaint to the Attorney General's office that he authored on September 13. He mentioned allegations related to the public not being informed of CAFMA activities. He stated that today's agenda lacks the complaint that was filed with the Attorney General's office. He offered copies to Board members and the media. He stated that, in his opinion, leaving the document out of the agenda violates the open meeting law. He provided copies to members in the audience.

Lynne LaMaster addressed the Board regarding Sunshine Laws. She accused the Board, Attorney Cornelius, and Chief Freitag of cheating the public. She provided examples of going into executive session and then coming out and voting without any discussion or stating that the attorney has his direction. She voiced concern that public would not have known what was voted on regarding the Chief's indemnification if she had not requested documents and reported on it. She accused staff of lying and denying public record requests. She explained that she submitted a public records request of the recent open meeting law matters before the AG's office as referred to in the agenda. She stated that the response she received stated that there were no documents responsive to her request. She asked the Board how they could discuss the matter or know about it if they didn't have documents. She accused the Board of having their own private agenda that they do not want the public to know about.

Attorney Cornelius informed Mr. Jensen that the agenda item he referred to is to address previous correspondence from the AG's office regarding training, not Mr. Jensen's September letter to the AG's office.

Attorney Cornelius informed Ms. LaMaster that there was no effort to hide anything; he double checked to determine the issue related to the AG's letter had been disclosed to Ms. LaMaster. He had understood that she had already published that document. He stated the latest item is still under discussion at the AG's office.

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 Regular Session Minutes - September 24, 2018
- B. General Fund Financial Statements
- C. Approve Fire Protection Agreements: Auman, Cook, Prather, Stigall
- D. Approve Amendments to Policy 720 Public Service
- E. Approve Resolution 2018-02 Fee Schedule

Director Packard asked that Item B General Fund Financial Statements be removed. Chief Freitag explained that the County had difficulty switching to a new software and were unable to produce financial documents for County agencies. He stated that there would be a special Board meeting for approval of the financials as soon as they are received.

Chair Pettit asked that Item A be removed as she was not present and cannot vote on them.

Motion to approve Consent Agenda items C, D, and E.

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

Motion to approve Item A

Move: Matt Zurcher Second: Darlene Packard Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher

Abstain: Julie Pettit

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Fire Board Policy Amendments
- B. Legal Advice and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431(A)(3) Regarding Recent Open Meeting Law Matters before the Arizona Attorney General's Office
- C. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Chief's Contract Term Regarding Indemnification

Motion to go into Executive Session at 4:55 p.m.

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

7. OLD BUSINESS

Director Packard reconvened into Public Session at 5:13 p.m.

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

Motion to adopt the Fire Board Policy amendments and actually the full manual with the omission of the parliamentary procedure section.

Move: Matt Zurcher Second: Dave Dobbs Status: Passed

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

8. NEW BUSINESS

- A. Motion, Discussion, and Action Regarding Recent Open Meeting Law Matters before the Arizona

Attorney Cornelius advised the board that this item is in regard to complaints filed against board members by other board members which resulted in guidance from the Arizona Attorney General's office mandating open meeting law training. The open meeting law training was conducted by Prescott City Attorney Jon Paladini; all five board members attended, and the AG's office was notified of the training. This matter has been deemed closed.

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

Item will be addressed in November.

- C. Motion, Discussion, and Action Regarding Educational Video Production

Chief Freitag explained he would like to produce educational videos to explain who we are, how joint power authorities work, and how our finances work. He reached out to Yavapai College and the Town of Prescott Valley; however, they were unable to assist with the project. He stated that he would like to make five two-minute videos at a total cost of about \$10,000. There is money in the public relations and education budget; however, this specific item is not in the budget. We're trying to reach more of the 88,000 residents that we serve. He also stated that the videos can be placed on our website and used for citizen academies. Some may be animated and have documents attached for additional information. He stated that the website redesign costs \$450.

Chief Freitag asked the Board to consider pursuing making these videos. He stated he could provide additional information if the Board would like and bring the item back for consideration.

Chair Pettit confirmed if the videos were strictly for marketing and education. She asked for an outline/proposal prior to approval.

Chief Freitag stated that he has outlines in his office.

Item to be placed on November's agenda.

- D. Discussion and Direction to Staff Regarding December Board Meeting Date

Chief Freitag suggested holding the December meeting Thursday, December 20. The Board was in agreement.

9. ADJOURNMENT


Motion to adjourn at 5:23 p.m.

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

Clerk / Date

Signature indicating approval on next page.

Signature Page For: 2018 10 22 CEA Regular Minutes-Approved.pdf - Central Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 11/26/2018

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

Darlene Packard , Board Clerk 11/27/2018