

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, March 23, 2020, 5:00 pm - 6:00 pm
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive,
Prescott Valley**

In-Person Attendance

Darlene Packard; Dave Tharp; Jeff Wasowicz; Kathy Goodman; Matt Zurcher;
Scott A Freitag; Susanne Dixon

Remote Attendance

Julie Pettit; Nicolas Cornelius

Not In Attendance

Dave Dobbs

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, March 23, 2020 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

Clerk Packard called the meeting to order at 5:00 p.m.

Chair Pettit and Attorney Cornelius attended via Zoom.

2. PLEDGE OF ALLEGIANCE

Clerk Packard led the Pledge of Allegiance.

3. PRESENTATIONS

A. Prescott Valley Town Council Report

Councilman Packard provided an update on Town activities, including updates on building permits and business openings. He read an email from Town Manager Larry Tarkowski that announced the closure of the civic center, with the exception of the Magistrate Court, due to the COVID-19 virus. Business will still be conducted, but there will be no entry without an appointment. He reported that the Town is reworking the budget process to address a dramatic decline in revenues and has instituted both a hiring and expenditure freeze. The Town is preparing for a reduction in sales tax revenue due to the virus. The

Town is warning citizens against scammers, and will offer suggestions to the community through a weekly piece in the Courier.

B. Board Members' Reports

i. Prescott Regional Communications (PRCC)

Director Wasowicz stated that they are on budget and the new director is working out well.

ii. Public Records Requests

Director Zurcher had nothing more to add.

iii. Legal Fees

Director Zurcher had nothing more to add.

iv. Labor/Management

Director Dobbs was not present to report.

C. Letters from the Public

D. 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. Any item discussed in the Division Reports is subject to discussion and direction by the Board; no action will be taken.

Chief Freitag gave an update on the status of CAFMA as it relates to the COVID-19 virus. He reported that a multi-agency coordination system is being set up by leaders in Yavapai County which will set policy and direct a unified command. He noted that CAFMA has been quiet on social media due to the fact that the agency did not want to distribute outdated or conflicting information that might confuse the public, and instead is relying on County Health and the Centers for Disease Control and Prevention (CDC) to release information. CAFMA IT has added a link to the top of the CAFMA homepage which will take the public directly to Yavapai County Community Health Services. The agency will have someone assigned to listen in on all Yavapai County Community Health Services teleconferences.

He made known that 7710, CAFMA's workers' compensation company, has stated that they will not cover our responders should they be exposed and hospitalized by reason of COVID-19. He stated that the CDC is now recommending staying home for 72 hours post-fever, and new employees have not had time to save up sick paid time off (PTO), so the agency will not charge employee's PTO bank if they are out with a fever. This is not a financial cost to the agency, but is a way to show good faith to our employees at all levels of the organization.

He said that the agency is currently discussing an idea relating to health care deductibles during the pandemic. If an employee is hospitalized after being exposed to COVID-19 on a call, workers' compensation would normally cover the costs. After hearing from 7710, now those costs will be borne by health

insurance. He expressed that some plans have high deductibles and his intention is to have CAFMA cover the deductible on a case-by-case basis. He stressed that workers' compensation should be covering this, but they are not, and he will be speaking with news media out of Phoenix after the meeting.

He stated that CAFMA considers all personnel essential and has made changes to protect employees, including limiting access to the admin building by Operations crews and cutting off public traffic into the front office. There is a plan in place to continue to service all of our contractors and the public during this time. All Operations personnel are having their temperatures checked at the beginning of work, including Planning and Logistics.

He reported that he already has Chiefs working on an exit strategy, including what items and policies have been put in place that should stay in place, and if and how we're opening everything back up.

There was an inquiry by Director Wasowicz as to if Fire Ops 101 was still scheduled. Chief Freitag responded that it was canceled along with the Senior Leadership Academy for this month.

Chief Freitag added that Dispatch has a protocol they are following and there is now a 24-hour duty medic in place as well. He reported that he has reached out to Senate President Fann, and State Representatives Campbell and Pierce requesting legal authority to put our two rescues into service, but has not heard back. The idea being that potentially non-emergent patients could be transported via CAFMA rescues, leaving ALS resources available.

Chief Tharp gave a report on the status of the workers' compensation risk pool. He stressed that getting the risk pool up and running would provide another option for fire districts across the state.

Fire Marshal Chase had nothing more to add.

Chief Polacek had nothing more to add.

Chief Bliss expanded on the department supplies situation by stating that the agency is okay, but is experiencing shortages in unanticipated areas. He stated that past pandemic preparedness did not identify these areas. Regarding Chief Freitag's earlier comment on exit strategy, there will be several items added to the list.

Chief Feddema had nothing more to add.

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.

Karen Brooks from the Town of Dewey-Humboldt provided a status of the Dewey-Humboldt community, including that permits were down for the month of February. The Council has been reaching out to the elderly and isolated to see if they have groceries and other necessary items. She thanked CAFMA and the Sheriff's Department for their continued support.

The Board directed staff to include a presentation from the Town of Dewey-Humboldt as an item on future meeting agendas.

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 - February 24, 2020
- B. Approve Executive Session Minutes - February 24, 2020
- C. Approve General Fund Financial Statements

Motion to approve consent agenda.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

6. NEW BUSINESS

- A. Motion, Discussion and Action Regarding Approval of Capital Expenditure Plan

Chief Bliss requested that this item be tabled until April or May so that it may be reviewed for possible changes to the long-term budget due to the current situation.

- B. Discussion and Possible Action Regarding Resolution 2020-01 for a Memorandum of Understanding Between the Central Arizona Fire and Medical Authority and United Yavapai Firefighters Local 3066

Attorney Cornelius is in process of finalizing revisions to the current MOU. The primary issue was that it included the current grievance policy, which needs to be reviewed and modified. He specified that his advice to the Board is essentially to change the MOU to include a reference to the grievance policy instead of the actual policy itself, and proposed changes to the grievance policy so that the Board does not have to take on the role of judge in the event that an appeal comes before it.

Director Zurcher suggested tabling this agenda item.

Chief Freitag articulated that he has reviewed the MOU, did not have any issues with what was proposed, and is happy to answer any questions.

Motion to table discussion and possible action regarding resolution 2020-01 for a memorandum of understanding between CAFMA and United Yavapai

Firefighters Local 3066.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- C. Discussion and Possible Approval for Use of Up to \$30,000.00 to Fund Actuarial and Legal Fees for Creation of Fire District Workers' Compensation Risk Pool

Chief Tharp stated that before going before the Department of Insurance (DOI) to create the worker's compensation risk pool, there must be actuarial data for them to review. Last time a risk pool was attempted, we had organizations that pulled out at the last minute and the actuary and legal fees and total costs were borne by the organization (TPA). We are anticipating that the DOI may not require a full actuary, which would mean that about \$25,000.00 of this would come off the table. We believe we will be able to wrap this up for less than \$30,000.00 dollars. The agency is asking for the Board to allow us to help fund the pool as it is being created with the expectation that the agency will be refunded this money.

Director Zurcher stated that he believes this is important, especially considering what has been said in this meeting. Clerk Packard and Director Wasowicz agreed.

Motion to approve use of up to \$30,000.00 to fund the actuarial and legal fees for creation of a Fire District worker's compensation risk pool.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- D. Discussion Regarding Ambulance Update

Chief Freitag reported that Maricopa Ambulance has dropped a Certificate of Necessity (CON) application with the Bureau of Health Services. He stated that he recommended to state legislators that they fast track Maricopa's CON, but has not received a response. If it is not fast-tracked, Maricopa expects it will take 12-18 months to navigate the bureaucratic red tape. He stated that Maricopa Ambulance has already helped CAFMA today by locating a source for necessary personal protective equipment (PPE).

7. ADJOURNMENT

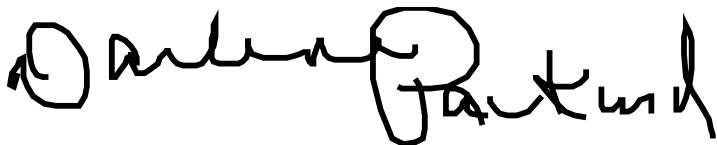
Motion to adjourn at 5:33 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

Disabled persons needing reasonable accommodations should call 928-772-7711 prior to the scheduled meeting.

Signature Page For: 2020 03 23 CEA Regular Minutes-Approved - Central Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 4/27/2020

A handwritten signature in black ink, appearing to read "Darlene Packard". The signature is fluid and cursive, with the first name "Darlene" written in a larger, more prominent script than the last name "Packard".

Darlene Packard , Board Clerk 04/28/2020