

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, April 27, 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; Matt Zurcher; Scott A Freitag;
Susanne Dixon

Remote Attendance

Dave Dobbs; Julie Pettit; Nicolas Cornelius

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, April 27, 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 5:07 p.m.

2. PLEDGE OF ALLEGIANCE

Clerk Packard led the Pledge of Allegiance.

3. PRESENTATIONS

A. Prescott Valley Town Council Report

Councilman Packard provided an update of current events in the Town of Prescott Valley, including 26 new single home permits and notice that Alliance Hardware and Ocean Blue Car Wash are coming soon. Circle K and Discount Tire are still planning on building at 69-Glassford Hill. The Town has been providing daily COVID-19 reports, but that has changed to 'as-needed' as new cases have slowed the past two days.

B. Dewey-Humboldt Town Council Report

Councilperson Karen Brooks provided a status of the Dewey-Humboldt community. There has not been any new commercial property investments and citizens are generally staying safe in their homes.

C. Board Members' Reports

i. Prescott Regional Communications (PRCC)

Director Wasowicz stated things are going well, and billing is in order with the budget.

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 reported that he has met with Union representatives. They are waiting for more information and will continue to work together with Staff to bring recommendations.

D. Fitness Equipment Donation

Captain Zach Fields presented a letter explaining the need for, and donation of, fitness equipment to CAFMA by Matrix.

Director Wasowicz thanked Captain Fields for his work. Director Packard asked if eventually we would send some of the equipment to the old admin offices; Chief Freitag confirmed that the agency would like to see a portion of that space utilized as a wellness center, and added that a section of suite C has been fitted with fitness equipment for Administrative staff.

E. Letters from the Public

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

Chief Freitag noted that CAFMA's focus has been on our response to the COVID-19 pandemic and provided case numbers and related statistics. He added that he visited with the Governor last week regarding fire restrictions in the national forest. Any restrictions put in place would be due to resources available at this time, considering that local fire departments provide support to state-wide and nation-wide incidents. He reminded the Board that humans cause 50% of wildfires, and removing that significant a number of ignition sources will help in allocation of resources.

Chief Tharp advised the Board that the grant process opens tomorrow for reimbursement of COVID-related expenses. The agency will be submitting requests to recoup funds.

Chief Feddema had nothing to add to his report.

Chief Bliss stated his focus has been the budget, and had nothing further to add.

Chief Niemynski had nothing more to add.

Fire Marshal Chase reported that CAFMA has received recognition from FEMA for participation in a chipping grant in 2019.

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.

There were no public comments.

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 Joint PSPRS Study Session Minutes - February 24, 2020
- B. Approve Regular Session Minutes - March 23, 2020
- C. Approve Budget Work Study Session Minutes - April 13, 2020
- D. Approve General Fund Financial Statements
- E. Approve Fire Protection Agreements: Bolz, Sotiri, Switzer-Batek and Vaughan
- F. Approve Policy Amendments: Policy 650 Fitness Evaluation Program; OJ5000 EMS Battalion Chief; OJ5002 EMS Specialist; 130 Equal Opportunity Employment; 136 Discrimination Complaint Procedure; 140 Harassment Policy; 160 Ethics; 180 Americans with Disabilities Act (ADA); 204 Exit Interview; 600 Personnel Management-Conduct; 602 Appearance

Motion to accept the consent agenda.

Move: Matt Zurcher Second: Dave Dobbs Status: Passed

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Resolution 2020-01 for a Memorandum of Understanding Between the Central Arizona Fire and Medical Authority and United Yavapai Firefighters Local 3066

Executive Session was not needed.

7. OLD BUSINESS

- A. 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

Chief Freitag explained that the MOU makes it clear that the Board has the

ultimate authority in decision-making and puts in writing what the agency already does currently. He expressed his support for the agreement.

Motion to approve resolution 2020-01 for a Memorandum of Understanding between the Central Arizona Fire and Medical Authority and United Yavapai Firefighters Local 3066.

Move: Dave Dobbs Second: Matt Zurcher Status: Passed

B. Budget Process and Draft Budget Update

Chief Bliss asked if the Board had any questions. The Board did not have questions.

8. NEW BUSINESS

A. Discussion and Possible Action Regarding Authorization for Staff to Proceed with Severance of Worker's Compensation Insurance with 7710/Benchmark and Participation with the Arizona Fire District Worker's Compensation Pool

Chief Freitag reminded the Board that Chief Tharp has been working for years to get a risk pool started in Arizona. 7710 is the only option in the state, and there is concern they will pull out of the market, similar to Copperpoint. When Copperpoint left, all of the monies the agency paid in went with them. The difference with the risk pool is that if CAFMA decides to leave, our unused monies will be refunded. Additionally, this risk pool will treat our personnel more along the lines of an athlete, focusing on recovery and getting members back to work. He believes that this fund will control agency costs in the long run and ensure coverage.

Agency rates are currently figured based on an Experience Modification Rating (EMOD); a system similar to how car insurance is calculated. In the risk pool the risk will be spread out so that if an agency has a bad year they are not punished for years after. He recommended that CAFMA join the risk pool and reported that he already has commitments from the larger agencies in the state.

Chief Tharp stated that there is some risk in a risk pool in that if in the first year there are more claims than monies to pay them, then the Insurance Commission can levy an assessment on the participants. He believes that the risk is minimal and we would be setting ourselves up for a better future by joining. He reported that the agency needs to give our current carrier a 30-day notice of intent to cancel.

Chief Freitag added that Ashton Tiffany, LLC has been managing these types of pools for over 20 years.

Director Wasowicz noted that the document is marked draft. Chief Tharp indicated that the Board can authorize the Fire Chief to sign once the documents are finalized by the risk pool board of directors and reviewed by legal council.

Director Zurcher thanked Chief Tharp for being the driving force behind the plan.

Motion to authorize Staff to proceed with severance of workers' compensation

insurance with 7710/Benchmark and participate with the Arizona Fire District Workers' Compensation Pool.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

- B. Discussion and Possible Action Regarding Authorization for Plan Sponsor Elections to Nationwide Accounts for CARES Act Provisions

Chief Tharp explained the effect of the CARES Act as it relates to our Staff. The plans are employer-sponsored, so the Board has to give direction regarding which plans CAFMA will allow employees to utilize. He stated that Nationwide requires a Board make a motion for the organization to be able to move forward.

Motion for authorization for plan sponsor elections to Nationwide accounts for CARES Act provisions to be approved.

Move: Julie Pettit Second: Matt Zurcher Status: Passed

- C. Motion, Discussion and Action Regarding Approval of Fiscal Year 20-21 Capital Expenditure Plan

Chief Bliss presented the Capital Expenditure Plan and explained that the agency moved the approval to this meeting to better work with the budget process. He stated that the agency is asking for approval of this plan.

Motion to approve the Capital Expenditure Plan.

Move: Julie Pettit Second: Jeff Wasowicz Status: Passed

- D. Motion, Discussion, and Action Regarding Resolution 2020-02 to Accept the Transfer of Real Property Located at 9601 E. Valley Road, Prescott Valley from the Central Yavapai Fire District, in Accordance with the Joint Powers Authority Agreement

Chief Freitag reminded the Board that the Central Yavapai Fire District (CYFD) Board approved the transfer of this property in their earlier meeting; this is a formality to ensure the agency has everything covered.

Motion to approve Resolution 2020-02 to accept the transfer of real property located at 9601 E. Valley Road, in Prescott Valley, from the Central Yavapai Fire District to Central Arizona Fire and Medical Authority.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

- E. Discussion Regarding Annual Evaluation of the Fire Chief

Chief Tharp reminded the Board that he will be sending out the Fire Chief's self-evaluation and a fillable form. He instructed them to keep any forms submitted to them by other members until the May meeting.

Both Chief Tharp and Chief Freitag encouraged the Board to reach out to Senior Staff regarding the evaluation.

- F. Discussion Regarding Ambulance Update

Chief Freitag reported that Maricopa Ambulance has furloughed 90 employees due to the lack of call volume, but they are still moving forward with the

Certificate of Necessity (CON) for our area.

He also reported that CAFMA rescues transported twice last week due to extended response times by AMR/Lifeline. He reminded the Board that the agency's issues with AMR are at the administrative and corporate level, not with the medics and EMTs on the street. CAFMA appreciates the partnership with the people on the street.

9. ADJOURNMENT

Motion to adjourn at 5:58 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

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