

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
CA Regular Meeting  
Thursday, May 21, 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 Dobbs; Dave Tharp; Jeff Wasowicz; Julie Pettit;  
Kathy Goodman; Matt Zurcher; Scott A Freitag; Susanne Dixon

### **Remote Attendance**

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 **Thursday, May 21, 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

**Chair Pettit called the meeting to order at 5:00 p.m.**

### 2. PLEDGE OF ALLEGIANCE

**Chair Pettit led the Pledge of Allegiance**

### 3. PRESENTATIONS

#### A. Prescott Valley Town Council Report

**A Town of Prescott Valley representative was not present to report.**

#### B. Dewey-Humboldt Town Council Report

**Councilperson Karen Brooks provided an update from the Dewey-Humboldt community, including noting the dates for the semi-annual clean-up program, May 26-29, an update on the remodel of the Chevron-to-Shell Station on Main Street and Highway 69, and an update on Forest Service mastication. She also reported that it is possible the Arizona Highway Department will begin nighttime resurfacing from South of 169 down Highway 69.**

#### C. Board Members' Reports

- i. Prescott Regional Communications (PRCC)

**Director Wasowicz reported that due to COVID-19 there haven't been Chief's meetings, but that everything is on track.**

- 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 Labor and Management has met a few times and there is some tension, along with concerns that things will fall behind. He stated that we will have to see how COVID-19 affects the budgets moving forward, and doesn't want the Board to forget about wage issues.**

- D. Letters from the Public

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

**Chief Freitag reported that the Agency has been working through COVID-19 and the crews have done a fantastic job. The Administration front office is open to the public and crews again, and Administration staff is allowed back into the stations. There have been public requests to use CAFMA facilities, and as of now the Agency is not comfortable offering our buildings to the public until Phase 2 or Phase 3. CARTA has opened up to allow the Fire 1 and 2 Program from the college.**

**Chief Tharp stated that the first Board of Directors meeting for the Workers' Compensation Pool was held. The Pool has hit critical mass with \$3.6 million generated in payroll and close to 60 fire districts will be joining this year. He confirmed that the agency sent a letter to 7710 confirming non-renewal, per the Board's direction.**

**Chief Freitag congratulated Chief Tharp on being elected the first President of the Board. Chair Pettit thanked Chief Tharp for all of his hard work.**

**Chief Feddema reported that Operations is working, in coordination with the City of Prescott, on exiting some COVID restrictions. The Agency has seen an uptick in wildland fires and employees have already been sent around the state. He added on behalf of Chief Parra that the Arizona State Fire School has been canceled this year due to COVID-related financial impact and health and wellness concerns. Additionally, CAFMA just graduated and swore in the recruit academy today.**

**Chief Freitag reported that Chief Bliss is in New Mexico helping the Navajo Nation and will bring back information.**

**Chief Niemynski reported that the Agency will discontinue the off-duty medic at the end of the month as calls for service have slowly decreased. He added that CAFMA received a grant through the EMS Council which will cover small carbon monoxide detectors that will alert crews of potential danger. The Agency is installing new magnetic charging cases for Apple iPads to help prevent screen damage. He continues to send AMR/Lifeline response time complaint reports to the Department of Health Services (DHS).**

**Director Wasowicz inquired as to how often the crews run into CO in homes. Chief Niemynski responded that it is not too often, but the monitor will help in a situation when a crew may not be looking for it.**

**Chief Freitag stated that Prevention has remained busy during the pandemic.**

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 Regular Session Minutes - April 27, 2020
- B. Approve General Fund Financial Statements
- C. Approve Fire Protection Agreements: Gomez, Apolinar, Metiva, and Lindquist (3 Parcels)
- D. Approve Policy Amendments: Community Paramedic Job Description; Policy 200 Hiring and Personnel; Policy 241 Temporary Assignment; Policy 402 Compensation; Policy 403 Leave Benefits; Policy 615 Investigation Policy

**Motion for approval of the consent agenda for items A-D as listed on the written agenda.**

Move: Matt Zurcher Second: Dave Dobbs 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)(1) Regarding Fire Chief's Evaluation
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(1) Regarding Fire Chief's Contract

Negotiations

**Motion to go into Executive Session at 5:35 p.m.**

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

7. NEW BUSINESS

A. Discussion Regarding Fire Chief's Evaluation

**Chair Pettit reconvened into Public Session at 6:17 p.m.**

**Motion to table discussion of Fire Chief's Evaluation until the June Board Meeting.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

B. Discussion Regarding Fire Chief's Contract Negotiations

**Chair Pettit stated that Attorney Cornelius and Chief Freitag have their direction from the Board. She requested a clean copy of the contract so there is no confusion.**

C. Motion, Discussion, and Action Regarding Approval of Tentative Fiscal Year 2020-2021 Budget

**Items C - F were taken out of order as Executive Session was moved to the end of the meeting.**

**Chief Freitag stated that staff has provided three budgets, per the Board's request. His recommendation to the CYFD Board was not to go above the 3/4 Cent increase (formerly titled Zero Cent), which was part of the original plan in 2013. The only budget that staff can recommend is the 3/4 Cent budget. The 3/4 Cent budget will maintain the 40-hour engine, but it does not address any wage issues. He reported that Senior Staff is working closely with the Union to address those issues, and there will be an item on the next agenda regarding a change to the wage scale model.**

**Chair Pettit made note for the record that this is the cap, the budget cannot be increased.**

**Chief Tharp requested an amended motion in order to designate the dollar amount as it has an impact on the overall calculations.**

**Motion for approval of the budget for \$28,991,256.00 for Fiscal Year 2021.**

**Director Dobbs stood opposed.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

No: Dave Dobbs

D. Motion, Discussion, and Action Regarding Approval of ASRS 457 SSDP Plan

**Chief Tharp stated that CAFMA currently has an employer-sponsored 457 deferred compensation plan, but the fees are higher than this plan. This 457 SSDP plan is sponsored by the Arizona State Retirement System (ASRS). The fees are lower for the employees that wish to participate, and it allows for third party management. It doesn't prohibit any of the IRS restrictions on deferred compensation so the Agency still must abide by them, but it gives employees another option.**

**Chair Pettit read the proposed resolution into the record.**

**Motion to accept resolution as read.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

E. Discussion and Possible Approval to Use Contingency Funds for Labor Costing Module Licensing Agreement

**Chief Tharp reminded the Board that last year he had requested a similar approval for GovInvest, an accounting software that helped with PSPRS forecasting. This AdAstraGov software is a subsidiary of the GovInvest software, and will allow CAFMA to be more detailed in creating profiles for all employees, and applying changes to view how wage or benefit increases affect overall numbers. The initial start-up cost is \$7,500.00 for implementation, with a subsequent cost for maintenance of \$7,000.00 per year, for a three-year contract total of \$28,500.00.**

**Motion to approve the use of contingency funds for the Labor Costing Module Licensing Agreement for a total of \$28,500.00.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

F. Discussion Regarding Ambulance Update

**Chief Freitag conveyed that a dialogue was supposed to start at the state level regarding Certificates of Necessity (CONs), but it has been postponed due to COVID-19. He reminded the Board that Maricopa Ambulance does have a CON pending at the state level, but the approval process could take up to 18 months.**

**Chair Pettit reiterated that we have sent 16 complaints to DHS so far this month. Chief Niemynski explained that these complaints are for calls when it took AMR/Lifeline Ambulance greater than 20 minutes to show up on scene.**

8. ADJOURNMENT

**Motion to adjourn at 6:19 p.m.**

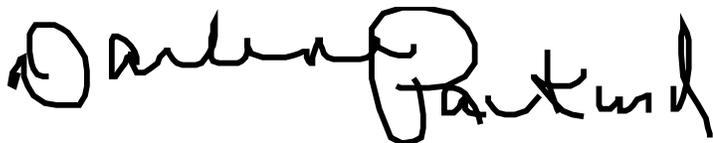
Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

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

**Signature indicating approval on next page.**

**Signature Page For: 2020 05 21 CEA Regular Minutes - Approved - Central Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 6/22/2020**

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

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Darlene Packard , Board Clerk      06/23/2020