

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, June 22, 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

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, June 22, 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 5:01 p.m.

Chair Pettit, Director Dobbs, 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 a Town of Prescott Valley status report, including housing permits down to 20, no movement on the Glassford Hill Circle K, though their permit has been extended. The Town purchased State land last week for Jasper road, from Stoneridge Drive to Santa Fe Loop, to alleviate traffic on Glassford Hill.

B. Dewey-Humboldt Town Council Report

Councilperson Karen Brooks provided a status report from the Dewey-Humboldt community, including that the Minute Mart and gas station is open and that soon there may be a Subway.

C. Board Members' Reports

i. Prescott Regional Communications (PRCC)

Director Wasowicz stated that everything is going well with the newly implemented software.

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 had nothing more to add.

D. Letters from the Public

Chief Freitag was thankful for the letters and commented that it was especially nice to receive hand-written notes.

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 stated that the Town of Prescott Valley received CARES Act funds for the police department. The government did not include Fire Districts in the CARES or HEROES Acts, so though CAFMA shared the same COVID-related responsibilities, the Agency will not receive funds. In Yavapai County, only three fire agencies are municipal, all of the others were overlooked. He reported that CAFMA is working with senators and representatives to ensure that Fire Districts will not be left out again.

A call with the multi-agency coordination group revealed that COVID-19 numbers increased over the weekend due to five assisted living facilities. Experts are stating that they are not sure how COVID-19 spreads, so there is debate regarding mask mandates. He believes that citizens need to be educated on the limitations of masks as people are wearing them incorrectly, not washing their hands, touching their face more, or not adhering to social distancing. CAFMA will not require employees to wear masks except for responses that require proper PPE.

He continued that CAFMA had Findlay Toyota Center scheduled for a July 14th graduation, promotion, and retirement ceremony, but it has been pushed back to September 2nd due to Wildland Fire Season and a recommendation by the County to not move forward at this time.

Director Zurcher inquired as to whether the Chief has heard that heat impacts COVID-19. Chief Freitag responded that there is not much danger of spread with

outdoor activities, and that it is his personal opinion that those that are immunocompromised should wear masks, and receive mask education from a clinician.

Chief Tharp reported that July 1st is the start date for the Workers' Compensation Pool, Securis.

Chief Feddema updated the Board on the 16 Wildland Fire employees that have been off-District. CAFMA has done well handling the max-allowed personnel off while still maintaining staff without mandatory hold-overs. During Red Flag days the Battalion Chiefs will do their best to staff an additional water tender and patrol. This proved to be a benefit last week with the structure fire in Chino Valley, as the crews were able to respond quickly and save the surrounding homes.

Chief Bliss reported that Chief Rose officially took over as Chief of Planning and Logistics today, June 22nd. He will be available for a few more months to assist and thanked the District and the Board members for a good 30-year career. Director Zurcher thanked Chief Bliss for everything he has done on behalf of the District. Chair Pettit thanked Chief Bliss and stated that she hoped to see him in the office before he leaves.

Chief Freitag stated that one of the firefighters injured in the recent Los Angeles fire lives in our District. Chief Parra, Local 3066, and some others went out to the Captain's homes to help refresh his property

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 - May 21, 2020
- B. Approve Executive Session Minutes - May 21, 2020
- C. Approve General Fund Financial Statements
- D. Approve Fire Protection Agreements: Hanna, Osborn, and Schaible

Motion to approve Consent Agenda as read into the record.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

6. PUBLIC HEARING - Fiscal Year 2020-2021 Budget

Clerk Packard opened the Public Hearing for the Fiscal Year 2020-2021 Budget at 5:26 p.m.

There were no public comments.

Clerk Packard closed the Public Hearing 5:26 p.m.

7. 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 5:45 p.m.

Chief Freitag requested that Senior Staff be allowed to remain, including Chief Feddema, Chief Bliss, and Chief Rose, and the Board agreed.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

8. OLD BUSINESS

A. Discussion Regarding Fire Chief's Evaluation

Chair Pettit reconvened into Open Session at 6:12 p.m.

Chair Pettit stated that the Fire Chief's evaluation took place in Executive Session and all parties are satisfied with the outcome.

Chief Tharp reminded the Board that he needs signed copies of all evaluations.

B. Motion, Discussion, and Action Regarding Fire Chief's Contract Negotiations

Chair Pettit stated that a discussion had taken place in Executive Session.

Motion to accept Fire Chief's contract as discussed.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

9. NEW BUSINESS

A. Motion, Discussion, and Action Regarding Approval of Resolution 2020-03 and FY 2020-2021 Final Budget and 5-Year Projection

Items A-H were taken out of order as Executive Session was moved to the end of the meeting.

Chief Tharp stated that the budget included is the tentative budget that was approved last month and that the total dollar amount has not changed. He communicated that not all funds are produced by taxes; some are service fees that are used as revenue to offset the budgetary amount. Carryover amount of \$1,170,020, anything above will be transferred into the Capital Reserve account. The Fiscal Year projections include escalating funding for PSPRS.

Clerk Packard read Resolution 2020-03 into the record.

Motion to approve Resolution 2020-03.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- B. Motion, Discussion, and Action Regarding Approval of Central Arizona Fire and Medical Authority Fiscal Certification for FY Budget 2020-2021

Chief Tharp stated that this is an statutory requirement for the Board to certify that the Agency is not spending more than it will collect.

Motion for fiscal certification for Fiscal Year Budget 2020-2021.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- C. Motion, Discussion, and Action Regarding Approval of Resolution 2020-05 Assignment of Equity for FY 2021

Chief Tharp stated that this directs auditors to assign any deficit or surplus back to the funding Districts. The equity assignment will be 80.26% to Central Yavapai Fire District and 19.74% to Chino Valley Fire District. This streamlines the auditing process.

Clerk Packard read Resolution 2020-05 into the record.

Motion to approve Resolution 2020-05 Assignment of Equity for Fiscal Year 2021.

Move: Julie Pettit Second: Matt Zurcher Status: Passed

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

- D. Motion, Discussion, and Action Regarding Approval of Strategic Plan with Associated Goals and Objectives

Chief Freitag requested that this item be tabled.

Motion to table item number D Motion, Discussion, and Action Regarding Approval of Strategic Plan for Associated Goals and Objectives until the next Board meeting.

Move: Matt Zurcher Second: Julie Pettit Status: Passed

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

- E. Motion, Discussion, and Action Regarding Approving 100% of Vacation and Sick Leave Retirement Distributions be Placed into Employee's Post Employment Health Plan (PEHP) for FY 2020-2021

Chief Tharp explained that due to the fact that this is an employer-sponsored plan, each year the employees require the Board's permission to take their unused vacation and sick leave upon retirement and place it as a tax deferral shelter into their Post-Employment Health Plan (PEHP). All eligible personnel have elected to have 100% of vacation and sick leave placed into their PEHP account for this fiscal year.

Motion that we approve 100% of vacation and sick leave retirement distributions be placed into employee's Post-Employment Health Plan, PEHP for short, for Fiscal Year 2020-2021.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- F. Motion, Discussion, and Action Regarding Approval of Resolution 2020-04 Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy

Chief Tharp stated that at the presentation it was noted that the Agency has a significant Unfunded Accrued Liability (UAL) and shared scenarios as to how it may be addressed. Staff is recommending that CAFMA budget a \$380,000 contribution to meet the minimum ACR, then beginning in Fiscal Year 2022, add \$250,000 in addition to the ACR. That is what is projected in the 5-year forecast.

Clerk Packard read Resolution 2020-04 into the record.

Motion to approve Resolution 2020-04 Public Safety Personnel Retirement System Pension Funding Policy.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

- G. Discussion and Possible Action to Award Bid for Driveway Reconstruction at Station 59

Chief Rose explained that this is to realign the back driveway at Station 59, and fence the rear parking area so that personnel and their vehicles will be safer. Staff recommends Anderson Asphalt as they have completed other work for CAFMA, and were able to provide a low bid.

Motion to approve the Anderson Asphalt bid.

Move: Julie Pettit Second: Matt Zurcher Status: Passed

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

H. Discussion Regarding Ambulance Update

Chief Freitag reported that AMR requested a meeting regarding a CAFMA Certificate of Necessity (CON). He relayed to AMR that Maricopa Ambulance had turned in a CON focusing on CAFMA's jurisdiction, so CAFMA will not be pursuing one at this time.

Director Zurcher inquired as to whether or not the Agency is still experiencing AMR response time issues. Chief Freitag responded that it is slightly better, which is unsurprising as AMR's service generally improves when another ambulance service applies for a CON in their area, and the CAD to CAD link has improved communication between PRCC and AMR.

10. ADJOURNMENT

Motion to adjourn at 6:14 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 06 22 CEA Regular Minutes - Approved - Central Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 7/27/2020

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

Darlene Packard , Board Clerk 07/28/2020