

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
Regular Meeting
Monday, April 26, 2021, 5:00 pm - 6:00 pm
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge
Drive, Prescott Valley**

In-Person Attendance

Darlene Packard; Kathy Goodman; Matt Zurcher; Owen Mills; Rick Anderson;
Scott A Freitag; Susanne Dixon

Remote Attendance

Dave Dobbs; Dave Tharp; 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 26, 2021 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. Members may attend in person or via remote methods of communication.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

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

2. PLEDGE OF ALLEGIANCE

Chair Zurcher led the Pledge of Allegiance.

3. CORRESPONDENCE AND PRESENTATIONS

A. Letters from the Public and Board Recognition

There were no comments or questions from the Board.

4. REPORTS

Reports are informational only. Any item articulated in the reports is subject to clarification, discussion, and direction by the Board; no action will be taken.

A. Board Member Reports

Clerk Packard reported that she had attended the Captain's Academy and was impressed with the amount of knowledge that Captains must retain, and the split-second decisions they must make. She encouraged the Board to go on ride-alongs, including with the Fire Marshal. She encouraged CAFMA leadership

to invite Board members to trainings.

Attorney Cornelius joined the meeting at 5:03 p.m. via Zoom.

Director Anderson reported that he recently spent an afternoon riding along with Chief Freitag. He was impressed with the amount of pride that each employee has for their job and the Agency.

Chair Zurcher reported that he presented a certificate of appreciation on behalf of the Board to an Admin employee, Carolyn, on her final day with CAFMA. He also thanked Staff for assisting with a trip that he and Director Mills took up to the Glassford Hill site.

B. Division Reports

Chief Freitag noted the challenges that the Agency is facing regarding the Self-Contained Breathing Apparatus (SCBAs). These challenges highlight the importance of networking, as Staff is working with partners throughout the state on a resolution; talking to the right people and working hard, but it will take time. Any adaptor designed would have to go through the National Institute for Occupational Safety and Health (NIOSH).

5. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) the Central Arizona Fire and Medical Authority Board has decided to allow public comments as time permits. Those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so by completing a *Call to the Public* form and submitting it to Staff. Speakers are limited to three (3) minutes, but may submit written comments for Board records. Call to the Public shall not exceed 30 minutes per meeting. Board members shall not discuss or take legal action on matters raised during an open call to the public, but may ask Staff to review a matter or may ask that a matter be placed on a future agenda.

There were no public comments.

6. 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 - March 22, 2021
- B. Approve Executive Session Minutes - March 22, 2021
- C. Approve Joint Budget Work Study Minutes - April 14, 2021
- D. Approve General Fund Financial Statements
- E. Approve Fire Protection Agreements: Miller, Mielke, Alexander (2), Walter (2), Woodward, and Spangenberger
- F. Approve Policy Amendments: 115 Rules of Engagement for Structural Fire Fighting and the Acceptability of Risk, 194 Tax-Advantaged Bonds, 222 Engineer Preliminary/Promotional/Probationary Requirements, 243 Demotions, 501 Critical Incident Stress Debriefing, 700 Station Management, and 705 Minimum Staffing

Motion to approve the Consent Agenda.

Move: Owen Mills Second: Darlene Packard Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson

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
- C. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding The Radio Guy, LLC Sublease Agreement

Motion to go into Executive Session at 5:07 p.m.

Move: Owen Mills Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson

8. OLD BUSINESS

- A. Discussion and Possible Approval of The Radio Guy, LLC Sublease Agreement

Reconvened into Open Session at 6:00 p.m.

Attorney Cornelius noted that there were substantial questions and answers related to legal matters discussed in Executive Session. Staff and Counsel have instructions to draft a letter to The Radio Guy to attempt to clarify the rights and responsibilities of the parties and secure the site.

Chief Freitag added that Chief Rose will work with Tech Services regarding a plan to clean up the Glassford Hill site.

- B. Discussion and Possible Direction to Staff Regarding Budget Process and Draft Budget Update

Chief Rose reiterated what was covered in the Chino Valley and Central Yavapai meetings regarding the half-cent and the one-cent budgets, and noted that there is a line item on page six of the drafts allocating the money to Capital Reserve Fund.

9. NEW BUSINESS

- A. Discussion and Possible Action Regarding Fire Chief's Evaluation

Motion to accept the evaluation into the record.

Move: Darlene Packard Second: Owen Mills Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson

- B. Discussion and Possible Action Regarding Fire Chief's Contract Negotiations

Attorney Cornelius stated that the Board had discussions with the Fire Chief in

Executive Session pursuant to Arizona Revised Statutes. Chief Freitag added that the discussion included option one, which contains a 3.5% increase for the Board to consider.

Attorney Cornelius recommended that the Board instruct Chief Freitag and Staff to make Chief Freitag's Letter of Intent and two exhibits part of the public record. Attorney Cornelius inquired as to whether Chief Freitag would like a contract for this item. Chief Freitag responded in the affirmative.

Motion to accept option one, step six at 3.5%.

Move: Darlene Packard Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson

- C. Discussion and Possible Action Regarding Representation Letter for Stifel, Calendar Financing Schedule and Process for Certificates of Participation (COPs) Relating to PSPRS Unfunded Liability

Chief Tharp explained the steps in moving forward with this process, including an evaluation by Stifel, similar to a credit rating evaluation. He further explained that a representation letter was signed by Chief Freitag in relation to a legislative fix, but Staff is asking the Board to approve moving forward with Stifel in this COP process.

Director Anderson clarified that the Board is not making a final decision until the numbers are available, then stated that he would like to see the Board move forward in the process.

There was an inquiry as to whether Stifel has a competitor in the state, and whether or not they are regulated. Chief Freitag responded that Stifel is the only company in the state that deals with COPs, and they are regulated.

Motion to move forward with Stifel representing this organization, Central Arizona Fire and Medical Authority, with regard to Certificates of Participation.

Move: Rick Anderson Second: Darlene Packard Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson

10. ADJOURNMENT

Motion to adjourn at 6:17 p.m.

Move: Owen Mills Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Darlene Packard, Matt Zurcher, Owen Mills, Rick Anderson