

CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY
BOARD OF DIRECTORS
REGULAR SESSION

October 18, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Chairman Rutherford called the Central Arizona Fire and Medical Authority (CAFMA) Board of Directors' meeting to order on Tuesday, October 18, 2016, at 4:41 p.m. at the Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley, Arizona.

Members Present: Board Chairman Steve Rutherford, Board Clerk Julie Pettit, Board Members Dave Dobbs, Darlene Packard, and Bob Page

Members Absent: None

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave Tharp, Administrative Manager Susanne Dixon

Others in Attendance: Attorney Nick Cornelius (telephonically)

2. PLEDGE OF ALLEGIANCE

Chairman Rutherford led the recitation of the Pledge of Allegiance.

3. PRESENTATIONS

A. Prescott Valley Town Council Report

No report

4. CALL TO THE PUBLIC

Chairman Rutherford opened the meeting for public comments.

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. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately for discussion and possible action.

A. Approve Regular Session Minutes - September 20, 2016

B. Approve Executive Session Minutes - September 20, 2016

C. Approve General Fund Financial Statements

- D. Approve Fire Protection Agreements: Boucher, Buckley, Chapman, Decker, Drake Cement LLC, Ellis, Elswick, Hartmann, Johnson, Long, Loudon, Lyon, McKay, Millan, Neary, Nelson, Paulden Christian Fellowship (2), Pickens, Pollan, Pullman and Pernoud, Risinger, Randa, Robinson, Ruehle, Vairma
- E. Approve Addendum to Professional Services Contract with Physio Control, Inc. for Previously Approved LifePak Maintenance Agreement
- F. Approve Purchasing Agreement with Pinal Rural Fire Rescue / Medical District

Board Member Packard made a motion to accept the Consent Agenda items 5A through F. Board Member Dobbs seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford

NAYS: None

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Discussion and Consideration of Appointment of Architect Pursuant to A.R.S. §38- 431.03(A)(1) and Consultation with and Instruction to Attorney Pursuant to A.R.S. §38- 431.03(A)(4) Related to Architectural Services Contract for 8603 E. Eastridge Property

Board Member Packard made a motion to go into Executive Session. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford

NAYS: None

Chairman Rutherford recessed to go into Executive Session at 4:47 p.m.

Board Member Packard made a motion to reconvene into Open Session. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford

NAYS: None

Chairman Rutherford reconvened into Public Session at 5:26 p.m.

7. OLD BUSINESS

- A. Discussion and Possible Approval of Architectural Services for 8603 E. Eastridge Property

Chairman Rutherford made a motion to approve the proposal from Headwaters Architecture in the amount of \$20,500. Board Member Dobbs seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Pettit, Rutherford

NAYS: Page

8. CORRESPONDENCE

A. Letters from the Public

Chief Freitag stated the letters reflect a lot of good work by our people; Chairman Rutherford concurred. There was no further discussion.

B. 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

Chief Freitag stated the Trump rally went well. We received nice letter from Chief Jarrell regarding the event. Battalion Chief Davis filled in for the Chief at the Prescott Valley Town Council meeting. Good things are going on with our schools: EMS Captain Niemyński and Training Chief Feddema have worked to provide a hands-on cadaver lab at the high school. Assistant Chief Bliss and Chief Freitag are working with JTED for a job-shadowing program.

Assistant Chief Tharp asked that the Board take notice of the statistics and trends noted in his report. He explained we are seeing more and more organizations looking at consolidations, JPAs, mergers. The stats give a clear understanding as to why. He also noted the stats came from Arizona Department of Revenue, not Arizona Fire District Association (AFDA) or our organization.

Assistant Chief Polacek advised the Board the personnel costs for the Trump rally were just under \$9,000 for overtime.

Assistant Chief Bliss mentioned that Bernie Sanders is currently campaigning in Flagstaff and Chelsea Clinton somewhere in the state. There is a need for organizations to work together, which we will address when we discuss the Type 3 team.

Chairman Rutherford noted that the numbers in the activity report appear pretty standard, nothing unusual this month.

9. NEW BUSINESS

A. Approve Policy Amendments for 202 Testing, 810 District Vehicles, and Move Policy 820 Hydrant Testing to Standard Operating Guidelines (SOG) Manual

Chief Freitag explained that the testing policy was looked at after the last round of testing. The policy listed specifications as to how many people would get interviews. With 70% or higher passing, and no other language indicating who would be interviewed, we had to interview all 46 candidates with a minimum score of 70%. These revisions have been reviewed and approved by legal counsel.

Board Member Page questioned the grievance section; it was confirmed the language for the grievance procedure was not changed in this revision.

Board Member Page made a motion to approve policy amendments for 202 Testing, 810 District Vehicles, and move Policy 820 Hydrant Testing to SOG Manual. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford

NAYS: None

B. Discussion and Possible Approval of Resolution 2016-14 Sponsoring a Type 3 Incident Management Team for Regional Support in Arizona

Chief Freitag introduced audience members Yavapai County Emergency Management Coordinator Denny Foulk, Chief Small (a Type 3 Incident Commander), and Battalion Chief and Wildland Division Coordinator Todd Abel. He stated there has been a formal request made for CAFMA to sponsor a Type 3 Incident Management Team. There was previously an all-hazards team in place, sponsored by Groom Creek Fire District; however they are no longer able to manage the team. He discussed the considerations in sponsoring this team:

Liability – This is not the same type of team as the team that responded in the Yarnell incident. Our insurance provider VFIS confirmed there would be no impact to our secondary insurance, as the team would be regional and respond only within the state.

Fiscal – Based on the presentation from Denny Foulk, the team would cost \$5,000-\$10,000; however Chief Freitag estimates the cost in the first year to be closer to the \$5,000 amount.

Planning – It is typically a 3-year plan when starting a team from scratch, determining which classes we would need to bring in, training required, etc. There is a team in place, but it has been mostly dormant for a while, so it could take up to a year to get them up to speed.

Chief Freitag stated this could be an opportunity to get some of our police partners into the all-hazard training, and there is ample opportunity to use this type of team in our area. The ability to roster an incident command team during a large incident would also be a large benefit to the organization.

Board Clerk Pettit asked where money would come from. Chief Freitag indicated that next year, it would get its own budget line item, but this year would come from contingency.

Board Member Dobbs asked Chief Small what the team size would be. Chief Small indicated that 12 is the standard, but they would prefer 16; this would require a roster of about 30 members.

Attorney Cornelius advised the Board that he has exchanged emails with Chief Freitag regarding this idea, and in the event that the Board moves forward with this resolution, we may need some formal documents between the various parties to properly reflect what their responsibility is regarding liability.

Chairman Rutherford confirmed the amounts noted previously do not include compensation. Chief Small stated he is interested in helping CAFMA launch this team; there are only 6 teams in the nation that have been able to pull off this type of team and he believes our organization has the ability to make it work, and make it work well. He sees it as a great benefit to the organization.

Battalion Chief Abel added that when we bring a team like this into our organization, we bring opportunity for more people to gain more experience and give back to the community.

Denny Foulk stated that based on a study on response layout and fire capability prior to the joint powers agreement (JPA), CYFD had approximately 62% of the county's response capability. This team would be a truly regional team, reflective of the resources in our region. CAFMA is the leader for response capability in this region.

Board Member Packard added she thinks this is a good opportunity for our agency, and we should proceed.

Board Member Page made a motion to approve Resolution 2016-14 to work with and sponsor the Northern Arizona Type 3 Incident Management Team. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford

NAYS: None

Denny Foulk thanked the board for their leadership and partnership.

10. VOTE TO GO INTO EXECUTIVE SESSION

- A. Real Estate Negotiations Pursuant to A.R.S. §38-431.03(A)(7) and Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Re: Agency Property Located at 238 North Highway 89, Chino Valley

Board Member Packard made a motion to go into Executive Session. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford
NAYS: None

Chairman Rutherford recessed to go into Executive Session at 6:03 p.m.

Board Clerk Pettit made a motion to reconvene into Open Session. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford
NAYS: None

Chairman Rutherford reconvened into Public Session at 6:12 p.m.

11. NEW BUSINESS CONTINUED

- A. Discussion and Possible Action Regarding Agency Property Located at 238 N. Highway 89, Chino Valley

Chairman Rutherford directed staff and legal counsel to proceed as directed in executive session.

12. ADJOURNMENT

Board Clerk Pettit made a motion to adjourn. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Dobbs, Packard, Page, Pettit, Rutherford
NAYS: None

Chairman Rutherford adjourned the meeting at 6:12 p.m.


Clerk _____ Date 11/15/2016