

CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY
FIRE BOARD
REGULAR SESSION

March 15, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Clerk Pettit called the Central Arizona Fire and Medical Authority (CAFMA) Board of Directors' meeting to order on Tuesday, March 15, 2016 at 4:01p.m. at the Town of Prescott Valley, 7401 E. Civic Circle, Prescott Valley, Arizona.

Members Present: Board Clerk Julie Pettit, Board Members Dave Dobbs, Darlene Packard, Bob Page

Members Absent: Board Chairman Steve Rutherford

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave Tharp, Administrative Assistant III Laura Mowrer, Administrative Assistant Kylee Burch

Others in Attendance: Attorney Nick Cornelius (Telephonically)

Board Clerk Pettit resided over meeting as the Board Chair due to Chairman Rutherford's absence.

2. PLEDGE OF ALLEGIANCE

Board Chair Pettit led the recitation of the Pledge of Allegiance.

3. PRESENTATIONS

A. Wage and Benefit Considerations – Labor Representative

Chief Freitag mentioned that this item is only on the CAFMA agenda, because any requests for next fiscal year will go through CAFMA.

Attorney Cornelius joined the meeting telephonically.

Union President Jared Beard addressed the Board and stated that personnel are not asking for additional benefits. However, they are asking that their wages and benefits be maintained going forward. He does realize that changes made by the City of Prescott may have ramifications on our personnel.

Board Member Dobbs asked Union President Beard for a list of employee concerns.

Union President Beard mentioned personnel are concerned with the cost of health insurance. He explained that there are firefighters paying 23% of their net income toward insurance premiums. He also mentioned that personnel would like to return to the old merit increases; however, they understand the fiscal restraints and want CAFMA to succeed.

Board Member Packard thanked Union President Beard and the Union for their cooperation.

Chief Freitag stated the labor has been true partners with developing CAFMA. He explained that utilization of health benefits also drives the costs. He is hoping to educate employees on how to make the best choices as they utilize health insurance.

Chief Freitag explained that annual pay increases were reduced from 5% to 2.5% and spread over 13 years instead of 7. He also mentioned that there has been some wage compression due to wages being frozen and additional personnel being hired. Wages are being unfrozen for Chino members with the creation of the Authority. Chief Freitag again thanked the Union for their support.

Chair Pettit thanked Union President Beard for the sacrifices the members have made.

4. CALL TO THE PUBLIC

Chair Pettit opened the meeting for public comments.

There were no comments from the public.

5. NEW BUSINESS

A. Approve Board Meeting Minutes of February 16, 2016

Board Member Page made a motion to approve the Board meeting minutes from February 16, 2016. Board Member Dobbs seconded the motion. MOTION CARRIED

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

B. Update and Discussion Regarding Joint Powers Authority, Property, and Personnel

Chief Freitag stated that the third Strategic Planning Committee meeting is scheduled for tomorrow to discuss current goals as they relate on the Strengths, Weaknesses, Opportunities, Challenges, and Threats (SWOC-T) analyses. He continues to work with Pioneer Title in order to transfer the Chino Valley Fire District deeds to CAFMA on July 1. Uniforms are changing over and vehicle logos are slowly changing. Facilities Maintenance Coordinator Tom Muniz has finalized paperwork for updating the building signs with the costs being split over two fiscal years. We have a plan to standardize mobile radios and update a significant number of them next fiscal year. After July 1 the real work will begin for Operations as the cultures need to integrate and there will be more movement between Battalion 3 and Battalion 6. Station 57 will officially become part of Battalion 6 and be overseen by the Battalion Chief located in Chino. Some of the Battalion Chiefs have already started learning the other areas and working with the other crews. The majority of the workload is on the Administrative staff.

Chief Tharp stated that he has confirmed bank accounts with Yavapai County for CAFMA. Public Safety Personnel Retirement System (PSPRS) and Arizona State Retirement System (ASRS) accounts are being established. We are working on credit card accounts and payroll pass-through accounts with Chase Bank. We are progressing with the accounting software in preparing the payables and payroll modules. Letters have been sent to agencies that we have intergovernmental agreements (IGA) with. We are preparing letters for about 480 vendors that need to be transferred. We will need to facilitate new contracts if the agencies request them prior to July 1. Staff is addressing payroll issues and will be requesting updated withholding documents from employees by the end of the April. We are working with Attorney Cornelius to update fee schedules, contract language, and fire protection agreements. We are trying to get as much done in advance as possible.

Chair Pettit asked how staff is handling the additional workload. Chief Tharp stated that his staff is stretched pretty thin; he is hopeful that most agencies will be okay with retaining the current agreements. However, he believes we may need additional support once the vendors start contacting us regarding changing to CAFMA.

Chief Tharp stated that he is working with Nationwide Retirement Solutions to transfer the deferred compensation and retirement accounts.

Chair Pettit suggested that the Union be encouraged to assist with completing the required paperwork in a timely manner.

Chief Freitag shared that as with any organization that has been around for some time, you get comfortable with how things are done. When you have to make a significant change, you find out that the way things were previously done was not the best. Some items are taking longer than expected to update. As items are uncovered, policies and procedures are being developed for moving forward. There may be non-critical items that still require attention after July 1.

Chief Freitag mentioned that Central Yavapai and Chino Valley Fire Boards will conduct his evaluation today; however, his contract will be negotiated with the CAFMA Board of Directors in April.

C. Discussion of Budget Process / Updates and Schedule of Work Study Session

Chief Freitag proposed Wednesday, April 6 at 10:00 a.m. for the budget work study session. He explained that there are five budgets: Central Yavapai and Chino without the fire authority, the CAFMA budget, and Central Yavapai and Chino with the CAFMA budgets. We are still waiting for healthcare insurance quotes.

The Board was in agreement with this date and time. Chief Freitag will present this information to the Chino Valley Fire District Board and provide final confirmation.

6. ADJOURNMENT

Chair Pettit adjourned the meeting at 4:35 p.m.

 
Clerk _____ Date