

## AGENDA

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
Regular Meeting**

**Tuesday, August 15, 2017, 4:30 pm - 6:00 pm**

**Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley**

### 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 **Tuesday, August 15, 2017 at 4:30 p.m.** The meeting will be held at the **Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino 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

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

A. Prescott Valley Town Council Report

B. Board Members' Reports Including: Prescott Regional Communications Center (PRCC), Public Records Requests, Legal Fees, and Labor/Management

4. CALL TO THE PUBLIC

Those wishing to address the Central Arizona Fire and Medical Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

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 Joint Session Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority Minutes - June 27, 2017 and Addendum

B. Approve Regular Session Minutes - July 25, 2017

C. Approve Executive Session Minutes - July 25, 2017

- D. Approve Special Session Minutes - August 1, 2017
- E. Approve General Fund Financial Statements
- F. Approve Fire Protection Agreements - Lowery, Metiva, Smith

6. CORRESPONDENCE

- A. Letters from the Public
- 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

7. OLD BUSINESS

- A. Discussion and Possible Action Regarding Moving Monthly Board Meetings to the Fourth Monday or Tuesday of the Month

8. EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. § 38-431.03(A)(3) Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Personnel Matter Pursuant to A.R.S. §38-431.03(A)(1) Concerning the Formal Investigation into Director Jacobs' Allegation Re: Possible Coercion of Staff by Chief Freitag

9. OLD BUSINESS CONTINUED

- A. Discussion and Possible Action Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response
- B. Discussion, Possible Direction, and Follow up from Attorney Cornelius Concerning the Formal Investigation into Director Jacobs' Allegation Re: Possible Coercion of Staff by Chief Freitag

10. ADJOURNMENT

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

Date Received	First Name	Last Name	Record Type	Incident/Reference #	Disposition	Cost	Date Complete	Notes	Staff Hours	Additional Costs
06/13/17	Jerry	Bruen	EMS	17-9369	IN PROGRESS			Subpoena records, appearance		
07/06/17	Marla	Leach	EMS	15-20577	IN PROGRESS	0.00		Waiting for POA Documents, Death Certificate, & RR form for deceased father		
07/12/17	Copperpoint	Insurance Companies	EMS	17-10197	MAILED	22.66	07/25/17	3% fee added for payment with credit card		
07/17/17	Danielle	Magee (Lewis & Pokora Attorneys)	EMS	16-13966	MAILED	20.00		Conflict with the Patient's name		
07/17/17	Metropolitan	Reporting Bureau	FIRE	17-10907	MAILED	22.00	07/17/17			
07/17/17	Lexis Nexis		FIRE	NA	N/A	N/A	07/17/17	Request was for spoiled food due to wildland fire evacuation in Dewey-Humboldt		
07/27/17	Danny	Eller	FIRE	17-7279	PICKED UP	0.00	07/27/17	PVPD Arson Investigation		
08/02/17	Yvette	Dougherty	FIRE	17-10807	PICKED UP	0.00	08/02/17	Owner of motorhome involved picked up report		
08/08/17	Metropolitan	Reporting Bureau	FIRE	17-8834	MAILED	Invoiced	08/09/17	Check made out to CYFD - sent CAD w/invoice for \$22.		
07/31/17	Yavapai County	Attorney's Office	INCIDENT	17-8294	MAILED	0.00	08/01/17	YC Attorney's Office needs this report for a criminal investigation		
08/09/17	Yavapai County	Attorney's Office	INCIDENT	17-6931 and 17-6933	MAILED	0.00	08/09/17	YC Attorney's Office needs these reports for a criminal investigation		
10/31/16	Joy	Collura	PUBLIC RECORD	NA	IN PROGRESS					35.00
02/03/17	Rachel	Vogel	PUBLIC RECORD	N/A	IN PROGRESS			Tharp   American Transparency, request for employee compensation (CYFD 2016); emailed requestor 3/7 requesting PRR Form be filled out.		
03/16/17	Mary	Dalton	PUBLIC RECORD	N/A	IN PROGRESS			3/21: Chief Bliss/Tech Svcs working on identifying emails responsive to this request. 3/27: Four (4) available records sent to M. Dalton; Chief Bliss/IT still working on email documents.		
07/13/17	Michael	Pang (YP&L)	PUBLIC RECORD	2017.07.13-Pilch	IN PROGRESS	0.00		Request for meeting minutes referred to website; waiting for response re: audio recordings.		

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Yavapai / Chino / Central Arizona Fire and Medical  
Joint Fire Board Meeting**

**Tuesday, June 27, 2017, 4:45 pm - 5:30 pm**

**Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley**

### **In Attendance**

Cyndy Dicus; Darlene Packard; Dave Dobbs; Dave Tharp; Jeff Wasowicz; Julie Pettit; Laura Mowrer; Matt Zurcher; Nicolas Cornelius; Rick Mayday; Scott A Freitag; Susanne Dixon; Todd League; Tom Steele; ViciLee Jacobs

### **NOTICE OF MEETING**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Chino Valley and Central Yavapai Fire Districts and Central Arizona Fire and Medical Authority Board of Directors and the general public that the **Chino Valley Fire District, Central Yavapai Fire District, and Central Arizona Fire and Medical Authority** will hold a special meeting open to the public on **Tuesday, June 27, 2017 at 4:45 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino 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 the District'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**

##### **A. Chino Valley Fire District Board of Directors**

**Board Chair Dicus called the Chino Valley Fire District Board of Directors to order on June 27, 2017 at 4:46 p.m. for a Joint Session.**

##### **B. Central Yavapai Fire District Board of Directors**

**Board Chair Packard called the Central Yavapai Fire District Board of Directors to order on June 27, 2017 at 4:46 p.m. for a Joint Session.**

##### **C. Central Arizona Fire and Medical Authority Board of Directors**

**Board Chair Pettit called the Central Arizona Fire and Medical Authority Board of Directors to order on June 27, 2017 at 4:46 p.m. for a Joint Session.**

#### **2. PLEDGE OF ALLEGIANCE**

**Director Pettit led the recitation of the Pledge of Allegiance.**

#### **3. CALL TO THE PUBLIC**

Those wishing to address the Chino Valley Fire District, Central Yavapai Fire District, or Central Arizona Fire and Medical Authority Board of Directors need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The

Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

**Board Chair Pettit opened the meeting for public comments.  
No comments were made.**

**4. CONSENT AGENDA**

**A. Approve Joint Session Minutes - May 16, 2017**

**CAFMA Board - Motion to approve Joint Session Minutes of May 16, 2017.**

**Move: Julie Pettit Second: Dave Dobbs Status: Passed**

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

**CYFD Board - Motion to approve Joint Session Minutes of May 16, 2017.**

**Move: Darlene Packard Second: Matt Zurcher Status: Passed**

**Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher, Tom Steele**

**CVFD: Motion to approve Joint Session Minutes of May 16, 2017.**

**Move: Cyndy Dicus Second: Dave Dobbs Status: Passed**

**Yes: Dave Dobbs, Julie Pettit, Rick Mayday, Todd League, Cyndy Dicus**

**5. PUBLIC HEARING - CENTRAL YAVAPAI FIRE DISTRICT - FISCAL YEAR 2017-2018 BUDGET**

**CYFD Board Chair Packard opened the Public Hearing at 4:50 p.m.**

**There were no public comments.**

**CYFD Board Chair Packard closed the Public Hearing at 4:50 p.m.**

**6. PUBLIC HEARING - CHINO VALLEY FIRE DISTRICT - FISCAL YEAR 2017-2018 BUDGET**

**CVFD Board Chair Dicus opened the Public Hearing at 4:51 pm.**

**There were no public comments.**

**CVFD Board Chair Dicus closed the Public Hearing at 4:51 pm.**

**7. PUBLIC HEARING - CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY - FISCAL YEAR 2017-2018 BUDGET**

**CAFMA Board Chair Pettit opened the Public Hearing at 4:51 p.m.**

**There were no comments.**

**CAFMA Board Chair Pettit closed the Public Hearing at 4:51 pm.**

**8. NEW BUSINESS**

**A. Approve Central Yavapai Fire District Resolution 2017-14 and Fiscal Year 2017-2018 Final Budget**

Chief Tharp provided an overview of the five-year fiscal forecasts for Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority. He explained that there are many factors considered for forecasting including capital purchases, employee costs, items like PSPRS that are out of our control, etc. He explained the revenue proportions from CYFD and CVFD and possibility of using the SAFER Grant next year to fill the three missing operations' positions. Staff will be working on analyzing data for the next budget cycle to show items such as costs per station or per call.

Chief Freitag explained that comments made regarding Williamson Valley residents paying 40% of the budget is not correct. Williamson Valley pay between 14% to 15% which is about what it costs to run one station. Station 57 is there because Williamson Valley residents are able to fund it.

Director Steele expressed his opposition to the increased budget; he made a short statement on the record regarding the matter, the transcript of which is appended hereto as Addendum A.

**Motion to approve the Resolution.**

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

No: ViciLee Jacobs, Tom Steele

- B. Approve Central Yavapai Fire District - Fiscal Certification for Fiscal Year 2017-2018 Budget

**Attorney Cornelius explained that the law requires the Chair and Clerk of the Board certify that the agency is not incurring debt or liability in excess of the taxes that are levied.**

**Motion to approve Central Yavapai Fire District Fiscal Certification for Fiscal Year 2017-2018 Budget.**

Move: Matt Zurcher Second: Tom Steele Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Tom Steele, Jeff Wasowicz, Matt Zurcher

- C. Approve Chino Valley Fire District Resolution 2017-02 and Fiscal Year 2017-2018 Final Budget

**Motion to approve Chino Valley Fire District Resolution 2017-02 and Fiscal Year 2017-2018 Final Budget.**

Move: Julie Pettit Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Todd League, Rick Mayday

- D. Approve Chino Valley Fire District - Fiscal Certification for Fiscal Year 2017-2018 Budget

**Motion to approve Chino Valley Fire District Fiscal Certification for Fiscal Year 2017-2018 Budget.**

Move: Dave Dobbs Second: Todd League Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Julie Pettit, Todd League, Rick Mayday

- E. Approve Central Arizona Fire and Medical Authority Resolution 2017-03 and Fiscal Year 2017-2018 Final Budget

**Motion to approve Central Arizona Fire and Medical Authority Resolution 2017-03 and Fiscal Year 2017-2018 Final Budget.**

Move: Darlene Packard Second: Dave Dobbs Status: Passed

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

- F. Approve Central Arizona Fire and Medical Authority - Fiscal Certification for Fiscal Year 2017-2018 Budget

**Motion to approve Central Arizona Fire and Medical Authority Fiscal Certification for Fiscal Year 2017-2018 Budget.**

Move: Dave Dobbs Second: Matt Zurcher Status: Passed

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

## 9. ADJOURNMENT

CAFMA Board - Motion to adjourn Joint Meeting at 5:17 p.m.

Move: Darlene Packard Second: Dave Dobbs Status: Passed

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

CYFD Board - Motion to adjourn Joint Meeting at 5:17 p.m.

Move: Jeff Wasowicz Second: Tom Steele Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher, Tom Steele

CVFD Board - Motion to adjourn Joint Meeting at 5:17 p.m.

Move: Dave Dobbs Second: Todd League Status: Passed

Yes: Dave Dobbs, Julie Pettit, Rick Mayday, Todd League, Cyndy Dicus

---

Central Arizona Fire and Medical Authority Board Clerk / Date

---

Central Yavapai Fire District Board Clerk / Date

---

Chino Valley Fire District Board Clerk / Date

## ADDENDUM A

### MINUTES

Central Yavapai / Chino / Central Arizona Fire and Medical

Joint Fire Board Meeting

Tuesday, June 27, 2017, 4:45 pm - 5:30 pm

Central Arizona Fire and Medical Authority, Station 61,

1133 W. Road 3 North, Chino Valley

#### 8. NEW BUSINESS

A. Approve Central Yavapai Fire District Resolution 2017-14 and Fiscal Year 2017-2018 Final Budget

#### **Director Steele's comments**

[...] indicates inaudible

Madam Chair, we are approaching a point where we will be voting on this budget and I'd like to make my comments relative to this. I will be voting against it for the reasons that I stated earlier. We joined up, Central Yavapai joined up with the Chino Valley for the purposes of saving money, that's our reason for joining up. Now that we've got the CAFMA budget, you know funding that is [...] if I understand how that works, and the point is that Chief Tharp brought up issues relative to the funding issues. I'm trying to explain this to people that I have been associated with and they call me on [...] issues. I try to break it down to the fact that we have combined 10 locations. We now have a common payroll and a common management that CAFMA is sharing; however, the bottom line is, it's funded from two different sources, and like it or not Chino Valley is up against their tax limit the State required tax limit of \$3.25. In the past year, Central Yavapai's total budget was at 5.198; 5.198 which is going have to be contributed up to 2.592 which means that to clarify the numbers that Dave mentioned, we're going to have to contribute more to meet this 2% increased budget over the zero budget. We're gonna be doing, we're going to be contributing that amount and this is why I voted against it on a prior meeting and that's why this final vote will be against it is that I don't think we should be punishing the Prescott Valley primarily. Central Yavapai Fire taxpayers who we represent co-jointly; I have a fiduciary responsibility to the taxpayers as well as servicing our great fire departments and I think we could do that and could do that easily cause there was an increase baked into the zero budget and I think we are doing a disservice to the taxpayers with this budget that we are going to be voting on at this time. I am voting no.



## MINUTES

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
Regular Meeting**

**Tuesday, July 25, 2017, 4:30 pm - 6:00 pm**

**Central Arizona Regional Training Academy, 9601 E. Valley Road, Prescott Valley,  
Arizona**

### **In Attendance**

Darlene Packard; Dave Tharp; Jeff Wasowicz; Julie Pettit; Laura Mowrer; Matt Zurcher; Nicolas Cornelius; Scott A Freitag; Susanne Dixon

### **Not In Attendance**

Dave Dobbs

## **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 **Tuesday, July 25, 2017 4:30 p.m.** The meeting will be held at the **Central Arizona Regional Training Academy, 9601 E. Valley Road, 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**

**Board Chair Pettit called the Central Arizona Fire and Medical Authority Regular Session to order on July 25, 2017 at 4:51 p.m.**

### **2. PLEDGE OF ALLEGIANCE**

**Chair Pettit asked Captain Lys to lead the recitation of the Pledge of Allegiance.**

### **3. PRESENTATIONS**

#### **A. Prescott Valley Town Council Report**

**Prescott Valley Town Council representative was not available.**

#### **B. Board Members' Reports**

**Director Wasowicz stated that he met with Chief Polacek, and we ended the fiscal year at approximately \$36,000 below budget for Prescott Regional Communications (PRCC) expenses despite having prepaid some of the power system costs and overtime pay. The most recent bill is inline with the expected trend. There will be a stakeholder's meeting on August 10th.**

**Director Zurcher reviewed the public records requests, and stated that the legal fees will listed in future.**

**Attorney Cornelius explained that based on recent training, the subject matter related to Board Member reports should be agendaized in case the Board wishes to discuss the items.**

#### 4. CALL TO THE PUBLIC

Those wishing to address the Central Arizona Fire and Medical Authority Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

**Board Chair Pettit opened the meeting for public comments. There were no 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 - June 27, 2017
- B. Approve Executive Session Minutes - June 27, 2017
- C. Approve Joint Session Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority Minutes - June 27, 2017
- D. Approve General Fund Financial Statements
- E. Approve Fire Protection Agreements: Boyer, Ray

**Attorney Cornelius informed the Board that Item C. Approve Joint Session Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority Minutes - June 27, 2017 should be removed from the Consent Agenda as Central Yavapai Fire District Director Steele asked that the minutes be withdrawn and amended to reflect additional detail regarding his remarks.**

**Motion to approve Consent Agenda Items A, B, D, and E.**

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

#### 6. CORRESPONDENCE

- A. Letters from the Public

**Chief Freitag mentioned a thank you letter received from Sheriff Mascher regarding the work performed by the Technical Services Manager Ogden and Technicians Legge and Frazier ensuring proper communications during the Goodwin Fire.**

- 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 added that senior staff and Chief Feddema met with the Mayer Fire District Board Chairman and Interim Fire Chief. Chief Freitag explained that we have a mutual aid agreement that allows for us to send resources to assist. The County Supervisors and other leaders have asked if there is anything our organizations can do to assist Mayer Fire. Chief Freitag explained that we are on a fact finding mission, and there are no preconceived notions as to what can or cannot happen. Chief Freitag will provide the Board with a report of the findings.**

**Chief Tharp thanked the Board Members for attending the AFDA Conference, and mentioned that all Board members have attended their statutorily required training.**

**Chief Polacek mentioned that initially we were not able to respond to Mayer for assistance due to incidents within our jurisdiction; however, once resources were available, we did respond.**

**Fire Marshal Chase stated that August 1st is National Night Out, and Fire Prevention will be seeking to hire a fire inspector as we are down one.**

**Chief Freitag stated that Chief Feddema has been very active assisting Mayer Fire District and the battalion chiefs with formulating future swift water rescue response plans as he is a swift water rescue instructor.**

## **7. NEW BUSINESS**

- A. Discussion and Possible Action Regarding Moving Monthly Board Meetings to the Fourth Monday or Tuesday of the Month

**Chair Pettit explained that she was present at the Central Yavapai Board meeting and heard their discussion. She voiced her preference for Monday as she represents Chino Valley on the CAFMA Board, and they are trying to encourage more involvement with Chino Valley Town Council. Their meetings are on the 2nd and 4th Tuesdays of the month, and it would be counterproductive to hold our Board meetings on the 4th Tuesday if neither party could attend the others meetings. She mention that the CYFD Board also had concerns about the meeting start times. She suggested that the Chino Valley meeting start earlier at 4:00 p.m., CAFMA start at 4:30 p.m., and then Central Yavapai could start at 5:30 p.m. to allow as much time as they need.**

**Directors Zurcher and Wasowicz were in agreement.**

**Chief Freitag mentioned that Chino Valley meetings were initially on Thursday; however, were moved to Tuesdays with CAFMA and Chair Dicus has a conflict with Tuesdays. She can call in to participate in the meeting; however, it is more difficult with the times fluctuating.**

**Attorney Cornelius stated that CYFD had agreed to Tuesdays at 4:00 pm.; that will have to be revisited if this Board approves Mondays.**

**Director Zurcher stated Monday would assist Chino Valley Council representatives.**

**Motion to approve the monthly meetings be moved to the 4th Monday with CAFMA to start at 4:30, with the suggestion that Chino start at 4:00, and Central Yavapai start at 5:30, and continue the rotation as it is set with the rotation between Chino and Prescott Valley knowing that when the Admin building is up and running, we'll change it.**

**Chief Freitag stated that CYFD Director Jacobs mentioned that she is an elected official to the GOP party or something. He stated he received a phone call from the representative of Yavapai County Republic Women, advising him that the 4th Monday conflicts with their meetings. He stated that he does not know if that was what Director Jacobs was referring to or not.**

**Chair Pettit stated that she did hear that; however, that is an extra curricular activity and is not an elected position within the community at large.**

**Chief Tharp clarified that this will not occur in August; it will need to be placed on the August agenda.**

**Staff was directed to place this item with a list of factors that were considered on the August agendas.**

**Move: Darlene Packard Second: Matt Zurcher Status: Passed**

**Yes: Julie Pettit, Jeff Wasowicz, Matt Zurcher**

**B. Discussion and Possible Action Regarding AMR Response**

**Chief Freitag explained that at the last meeting the Board elected to draft a response to AMR's letter concerning Chief and the Agency. He mentioned that we are starting a process of filing complaints with the State based on AMR's response, and explained that other agencies in the state are experiencing similar issues; however the State's response was that they were not aware of any issues, nor were they given an opportunity to try and resolve them. Chief Freitag explained that incidents with a 30 minute or more response or incidents of concern with a quicker response will trigger a state complaint. Chief Freitag stated that the Sam's Club call was reported, and we provided this information to the local AMR representative both verbally and in writing.**

**Chair Pettit stated that she had asked Chief Polacek for the last 12 examples, and she will include those in her draft for the Board; this should be completed next week. Captain Niemynski will provide documentation to Chair Pettit. Chief Freitag mentioned that there was a delayed call with the ambulance when they got stuck in the mud; that incident will not be included.**

**C. Overview of Fiscal Year 2016-2017 Goals and Objectives**

**Chief Freitag provided a brief overall of some of the goals and stated that we have done a good job of completing items. There are notations included for ones that have not been completed.**

**Director Packard asked for status on the Board Policies and Procedures - Chief Freitag explained that the Board Policies and Procedures Goal is in the Fiscal Year 2017-2018 Goals and Objectives**

**Chair Pettit expressed her appreciation of a job well done.**

D. Discussion and Possible Approval of Policy 403 Leave Benefits Amendment

**Chief Freitag explained that the portion of this policy related to returning from Wildland assignments has been moved to the Standard Operating Guidelines (SOG) Manual.**

**Motion to approve the amended Policy 403 Leave Benefits.**

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

E. Discussion and Possible Approval of Lease Agreement with Prescott Valley Police Department

**Chief Freitag explained that this agreement is for the Prescott Valley Police Department leasing the gray space in the new Administration building for storage and Attorney Cornelius has reviewed this agreement.**

**Motion to approve Lease Agreement with Prescott Valley Police Department.**

Move: Matt Zurcher Second: Darlene Packard Status: Passed

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

F. Discussion and Possible Approval to Purchase Lifepak 15 Heart Monitor and Accessories in the Amount of \$38,367.44

**Captain Niemynski explained that these are the heart monitors that we carry on the engines. This purchase is part of the capital replacement plan, and will allow us to place the new unit on the engine and keep the older unit for a spare.**

**Motion to approve the purchase of Lifepak 15 heart monitor and accessories in the amount of \$38,367.44.**

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

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

8. VOTE TO GO INTO EXECUTIVE SESSION

**Chief Tharp left the meeting.**

**Motion to go into Executive Session at 5:25 p.m.**

Move: Darlene Packard Second: Matt Zurcher Status: Passed

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

A. Legal Advice Pursuant to A.R.S. § 38-431.03(A)(3) Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response

9. OLD BUSINESS

**The Board returned to Public Session at 6:01 p.m.**

- A. Discussion and Possible Action Regarding Attorney Cornelius' Follow-up to Chief Freitag's Complaint and Director Jacobs' Response

**Chair Pettit instructed Attorney Cornelius to make the correspondence that was received from Director Jacobs part of the public record.**

**Attorney Cornelius instructed staff to make the response part of public record.**

**Chair Pettit stated that we also concur with the writing of a response according to the outlined bullet points that were discussed. Attorney Cornelius is to follow up to see if there is a possibility to have a meeting with Director Jacobs and her Attorney, Carol Pilch.**

10. ADJOURNMENT

**Motion to adjourn at 6:02 p.m.**

**Move: Darlene Packard Second: Jeff Wasowicz Status: Passed**

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

---

**Board Clerk / Date**

## **MINUTES**

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
Special Meeting  
Tuesday, August 1, 2017, 2:00 pm - 3:00 pm  
Central Arizona Regional Training Academy, 9601 E. Valley Road, Prescott  
Valley**

### **In Attendance**

Darlene Packard; Dave Dobbs; Dave Tharp; Jeff Wasowicz; Julie Pettit; Laura Mowrer; Matt Zurcher; Nicolas Cornelius; Scott A Freitag; Susanne Dixon

### **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 **Tuesday, August 1, 2017 at 2:00 p.m.** The meeting will be held at the **Central Arizona Regional Training Academy, 9601 E. Valley Road, 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 Special Central Arizona Fire and Medical Authority Board Meeting to order on August 1, 2017 at 2:06 p.m. Board quorum present. Attorney Cornelius attended telephonically.**

2. **PLEDGE OF ALLEGIANCE**

**Director Dobbs led the recitation of the Pledge of Allegiance.**

3. **CALL TO THE PUBLIC**

Those wishing to address the Central Arizona Fire and Medical Authority Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

**Chair Pettit opened the meeting for public comments. There were no comments.**

**4. NEW BUSINESS**

- A. Discussion and Possible Approval for the Fire Chief to Engage a Company to Seal and Paint the Exterior of the Property Located at 8603 E. Eastridge for the Purpose of Eliminating Water Wicking Through the Block. Cost Not to Exceed \$40,000**

**Chief Freitag explained that the contractor had noticed significant water wicking through the block due to the recent monsoons. We received a credit from the seller for roof repairs, and have corrected several items adding additional protection. The previous owner had sealed the building prior. Staff has had contractors review the building and it has been determined that the building needs to be re-sealed and painted. As long as the paint is maintained in the future, there should not be future problems. We have received bids ranging from \$32,000 to \$40,000; the final bid should arrive today. Chief Freitag is asking for approval to accept the best bid, not to exceed \$40,000. Chief Freitag explained that contractors are scheduled out several weeks, and that we are not utilizing Haley Construction due to additional markup and their portion of work will be complete prior to this project.**

**Director Wasowicz confirmed that Chief Freitag is requesting all bids comply with the same process.**

**Chief Freitag confirmed that the initial water leaks were thought to be from the roof, windows, and door. He also explained that in order to reduce costs, the back of the building will be painted one solid color.**

**Chief Tharp explained that the funds will come from the contingency fund.**

**Motion to authorize Chief Freitag to entertain bids to seal the building with a \$40,000 cap and once the bid is approved, that money be moved from contingency fund to the capital asset fund to cover the cost.**

**Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed**

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

- B. Direction from the Board to Attorney Cornelius for Him to Address New Allegations Against Chief Freitag by CYFD Director Jacobs Related to Employee Coercion**

**Attorney Cornelius advised the Board that matters discussed in executive session are generally maintained as confidential to protect the attorney/client privilege with regard to advice that is given in the context of executive session. He explained that it is his understanding that Director Jacobs has implied that Chief Freitag may have coerced an**



employee in connection with a document produced by that employee which was included in Chief Freitag's addendum to his complaint.

Attorney Cornelius advised that Board that there needs to be an investigation so that it is clear on record. He has issued correspondence to Director Jacobs and her counsel requesting information related to this matter, ie. names, dates, times, and documents; to date he has received nothing.

Attorney Cornelius advised that due to the nature of the allegations, he recommended the Agency be prepared to conduct its own investigation. He stated that at a minimum Chief Freitag and the employee that is involved should be issued a Garrity warning and request they provide a written statement. This is to protect the Agency, the Chief, and staff. This is to determine exactly what took place. The Board can determine the next step based on these results.

Attorney Cornelius requested guidance from Board. He explained that a Garrity warning is a signed document that ensures that the information provided by the employee cannot be used against them in a criminal proceeding; the information can only be used for the administrative process. He suggested a formal written notice of investigation, a formal Garrity warning, and then gather the documents and determine if anything further needs to be done.

Attorney Cornelius stated that he contacted Director Jacobs and her attorney Wednesday morning and followed up on Friday and Monday. He repeated that he has received nothing at this point.

Attorney Cornelius confirmed that he had asked for a transcript of the specific portion of the conversation, and he has reviewed it; he stated that he has not reviewed the audio recording.

Attorney Cornelius will expect to issue notices of investigation to the relevant individuals including Chief Freitag and take their written statements to determine whether there is a basis for any further inquiry. He may request or require this be handled by an outside private investigator to provide an extra layer of protection.

Chair Pettit stated that a formal internal investigation with a Garrity warning and getting signed statements from the individuals concerned is sufficient. She stated that if we do not hear from Director Jacobs, we need to close this loop. She explained that if someone makes allegations of coercion, they should expect to be required to present proof.

Attorney Cornelius stated that he will provide a deadline of the Tuesday prior to the next Board meeting, and he will provide an update to the Board.

Motion that we instruct Attorney Cornelius to move forward with a formal

**internal investigation at this time to submit Garrity warnings to the parties in question internally, and that this be completed by the Tuesday prior to our next Board meeting.**

**Chief Freitag stated that he has not spoken with the individual involved prior to the last Board meeting, and because of who the person is the Labor/Management meeting had to be cancelled.**

**Move: Darlene Packard Second: Matt Zurcher Status: Passed**

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

**5. ADJOURNMENT**

**Motion to adjourn meeting at 2:37 p.m.**

**Move: Dave Dobbs Second: Darlene Packard Status: Passed**

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

---

**Board Clerk / Date**

Financial documents will be added as soon as they are available.

## **SAMPLE**

### **Central Arizona Fire and Medical Authority**

#### **FIRE PROTECTION SERVICES AGREEMENT**

This Fire Protection Agreement is made effective \_\_\_\_\_, between the Central Arizona Fire and Medical Authority, a political subdivision of the State of Arizona, hereinafter referred to as "AGENCY" and \_\_\_\_\_, hereinafter referred to as the "Applicant." The property under consideration is described as:

Street Address:

Mailing Address:

Contact Phone Number:

Yavapai County Assessor's Parcel Number:

IT IS THEREFORE MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1) Purpose. AGENCY shall provide fire protection and limited emergency medical services under the terms of this Agreement.

2) Duration and Renewal. The effective term of this Agreement shall be from \_\_\_\_\_ through **June 30, 2017**. The provisions of this Agreement shall renew automatically on July 1 of each year for consecutive one-year terms, unless either party pursues termination of the Agreement pursuant to Paragraph 11.

3) Services Provided. Fire Suppression, Emergency Rescue, and limited Emergency Medical Services (collectively "Emergency Services") will be provided under this Agreement. Unless the Incident Commander (senior AGENCY Officer present) requests additional help, AGENCY shall provide a standard response as determined by AGENCY dispatch protocols on each emergency call from the Applicant, subject to conditions below.

It is intended that the Emergency Services provided under this Agreement shall be made available to the individuals residing at the property described in the Preamble above (the "Property") or invitees of said residents (collectively, "Service Recipients") in conjunction with the above-referenced Property irrespective of whether the Property is owner-occupied or leased. While the Applicant shall be responsible for all fees assessed under this Agreement, AGENCY also reserves the right to invoice any actual Service Recipient for the services provided under this Agreement, according to the fee schedule adopted by AGENCY, as amended from time to time. Said billing shall be in addition to the service fee charged under this Agreement.

In providing services under this Agreement, AGENCY reserves the right to involve such other jurisdictions and EMS or suppression service providers as it deems necessary, consistent with its then current protocol. No assurances are made as to

whether, or to what extent, any such third party providers will respond. Applicant and Service Recipients may be responsible for any additional charges assessed by such other service providers.

Applicant herein acknowledges that AGENCY alone will determine its response to any given incident and that AGENCY alone will determine the number of units and personnel responding to such incident. Applicant further acknowledges that such response is subject to, among others and without limitation, any unforeseen circumstance, a major fire, other accidents, conflicting concurrent calls, reduction in force, road closure, poor road conditions, acts of God, or other situations in which there is a shortage of manpower or equipment. Applicant understands that the response time will likely be extended beyond that which might be regularly expected elsewhere within the jurisdictional boundaries of AGENCY by reason of the distance to and isolation of the Applicant's Property, the limited manpower available, access limitations, road conditions, and the other calls within AGENCY that may take priority, and Applicant hereby consents to the same. In addition, Applicant acknowledges and agrees that AGENCY's response and effectiveness may be limited by a lack of adequate water supply.

Applicant acknowledges and agrees that AGENCY may, in its sole discretion, give priority to other emergency calls either within AGENCY's jurisdictional boundaries or outside AGENCY boundaries, potentially causing a delay in response time. Further, Applicant acknowledges and agrees that AGENCY may, in conjunction with any call to the Property, respond with insufficient equipment or manpower on occasion, either by reason of limited manpower, equipment availability, resource allocation, or by reason of the limited information having been made available to AGENCY in conjunction with the determination of the appropriate response.

Applicant hereby acknowledges that no assurances are given or warranties made as to the response time or service level that will be offered, and agrees to hold the AGENCY harmless from and indemnify AGENCY for any and all damages which might be incurred by Applicant, Service Recipient, to Applicant's Property or to any third party's property or person, including that of any Service Recipient, by reason of extended response times, reduced equipment or manpower response, the decision to involve other service providers, failure to involve other jurisdictions or service providers, AGENCY's decision to allocate resources elsewhere either inside or outside of AGENCY's jurisdictional boundaries, the allocation of manpower or equipment, or other operational decisions which might result in delay or additional loss of life or property.

Further, Applicant acknowledges and agrees that AGENCY shall not be liable for the negligent act or omission of any third party service provider. Applicant also agrees that AGENCY is under no obligation to transport any Service Recipient. Applicant acknowledges that AGENCY does not hold a Certificate of Necessity and does NOT provide ambulance or non-emergency transport services, and that transport services are typically provided through a third party. Applicant, Service Recipient, or both, shall be solely responsible for any and all expenses associated with any transport services utilized by either.

4) Response Time. AGENCY shall make reasonable efforts to respond to Applicant's emergency calls in a manner consistent with then-current agency protocol, subject to the terms and conditions set forth in this Agreement. Applicant hereby acknowledges that response times are subject to variations due to existing weather conditions, road conditions, travel distance, traffic conditions, property identification, conflicting responses, equipment and manpower availability or allocation, and access to Applicant's Property. Applicant acknowledges that because of the substantial distance involved, the minimum response time likely to be experienced by Applicant may exceed that of other recipients within the jurisdictional boundaries of AGENCY, and that no assurances are given by the AGENCY as to what ISO rating might apply to the Applicant's Property.

5) Routing Information. Applicant agrees that it shall provide AGENCY with current routing information to Applicant's Property in a form acceptable to AGENCY Fire Chief, and will endeavor to inform all occupants of subject Property of the proper procedures to follow in case of fire.

6) Access. Applicant hereby specifically acknowledges that standard access roads sufficient to allow AGENCY fire equipment to reach the scenes of emergency calls are a significant factor in AGENCY's ability to respond to emergency calls within a reasonable and expeditious time. If access roadways are not maintained by other public service agencies, the responsibility of providing and maintaining adequate access rests solely with Applicant. Applicant hereby agrees to hold AGENCY harmless from and to fully indemnify AGENCY for any liability or damages arising from any delay which might occur by reason of limited, inadequate or poorly maintained access, inadequate address or access description, or failure of Applicant or the Property to comply with applicable fire codes, building codes, zoning codes or recommendations or requirements made by any agency or AGENCY.

Applicant hereby grants to AGENCY the right of ingress and egress and to enter upon Applicant's Property for purposes of conducting inspections to determine accessibility, and to observe any other matters which may affect AGENCY's ability to provide services under this Agreement. Nothing herein shall be construed as requiring AGENCY to make any such inspection, or to require that AGENCY report to the Property owner in regard to any accessibility issues.

7) Compensation; Calculation; Payment. As consideration for AGENCY's provision of Emergency Services under this Agreement, Applicant shall pay to AGENCY a sum (the "Service Fee") equal to the amount which would be paid if the Applicant's Property was located in and taxable by the respective fire district (either the Central Yavapai Fire District or the Chino Valley Fire District) which would otherwise contract to provide such services to Applicant at that fire district's then current tax rate, any applicable bond debt servicing rates, plus an administrative fee equal to \$50.00 as modified from time to time. The Service Fee shall be owed to AGENCY by Applicant even if there is no current county tax assessed on the Property: by reason of the fact that the property is considered to be non-taxable; because no net assessed value has

been established; or for any other reason. In that event, for the purpose of calculating the Service Fee to be paid by the Applicant, 10% of the full cash value as indicated by the county assessor's office may be used as the assessed value, or if the full cash value is not available, the value of the property shall be established by way of appraisal conducted by a duly-licensed real estate appraiser provided by and solely at the cost of Applicant.

If the property is appraised, the assessed value will be 10% of the appraisal. The then current fire district tax rate shall be applied to said property value, plus any then-applicable bond debt service rates and an administrative fee equal to \$50.00. If for some reason the current assessed value information is unavailable, then the Service Fee under this contract, as renewed, will be equal to the Service Fee charged for the immediately preceding service year, plus 10%, until such time as the current property value information becomes available, at which time the fee for the then-current year shall be recalculated and an adjustment to the Service Fee made.

Payment shall be due when this Agreement is signed; alternatively, payment arrangements may be approved in the sole discretion of AGENCY for quarterly payments with the first payment being due and payable simultaneous with the execution of this Agreement and thereafter on the first day of each subsequent quarter. Any payment not received within 30 days of the due date will be considered in default and may result in the termination of this Agreement. For the initial term of the Agreement, the parties agree that the fee shall be \$«F17», but that such fee may be prorated (based on 12 months).

In the event of termination of this Agreement due to non-payment by Applicant of the agreed Service Fee within 30 days of due date, Applicant must reapply for Emergency Services pursuant to a new Agreement. In such event, the only option for payment under such new Agreement shall be for payment of all monies due in full at the time of execution of the new Agreement; other payment arrangements will only be considered upon renewal of the Agreement after completion of the initial term of the new Agreement.

The Service Fee paid to AGENCY by Applicant pursuant to this Agreement shall be considered earned by AGENCY when paid, and shall not be conditioned upon or modified by reason of the number of responses made by AGENCY to the Applicant's property during the term of this Agreement. While Applicant shall be responsible for all Service Fees assessed under this Agreement, AGENCY also reserves the right to invoice any actual Service Recipients for the services provided under this Agreement according to the then-current fee schedule adopted by AGENCY, as amended from time to time. Said invoice shall be in addition to any Service Fee due under the terms of this Agreement.

8) Insurance. Applicant shall provide AGENCY with a current certificate of liability and hazard insurance, together with the name and address of insurance agent, name of insurance company providing coverage, and insurance policy number.

9) Waiver and Disclaimer of Liability. Applicant agrees that AGENCY shall not be liable for any consequential damages to Applicant or any Service Recipient, including but not limited to any lost income or profits suffered by Applicant or any Service Recipient. In consideration of AGENCY's agreement to provide services under the terms of this Agreement, Applicant agrees to hold AGENCY harmless and hereby releases AGENCY from and indemnifies AGENCY for any and all claims, demands, liability and causes of action that may arise as a result of AGENCY providing the services described herein. Applicant specifically agrees to hold AGENCY harmless from, in addition to the foregoing, any claims, demands, liability or causes of action which might arise out of AGENCY's inability to provide, or any delay or limits in providing services, due in whole or in part to the conditions spelled out in Sections 3, 4, 5, and 6 of this Agreement.

10) No Third-Party Beneficiaries. This Agreement will be for the benefit of the parties named herein only and shall not be construed as having been entered into for the benefit of any third party.

11) No Warranties. Nothing herein shall be construed as a warranty by AGENCY against damages, whether to real property or personal property, which may result by way of fire, injury to a person, by accident or any other emergency occurring on Applicant's Property.

12) Limitation of Damages. In the event of breach or non-performance by AGENCY, Applicant's sole remedy shall be limited to the termination of this Agreement and refund of any unearned fees for that current contract year, the parties hereto having agreed that said fees are a reasonable amount of damages. This limitation of damages shall bind, without limitation, Service Recipients, family members, legal representatives, assigns and successors in interest of the Applicant. The waiver, hold harmless and indemnification provisions of this Agreement are for the benefit of AGENCY and shall survive the termination of this Agreement.

13) Termination. Either party may terminate this Agreement by thirty (30) days' written notice of termination delivered to the other party at these addresses:

For AGENCY:

Central Arizona Fire and Medical Authority  
8555 E Yavapai Rd  
Prescott Valley, AZ 86314

For Applicant:

\_\_\_\_\_  
\_\_\_\_\_



In the event of termination of this Agreement after the Applicant has paid the required payment due for that term, AGENCY shall return funds to the Applicant prorated on a per day basis for the period after the date of termination.

In the event Applicant sells the subject property or otherwise disposes of the same, this Agreement will terminate immediately upon notification from the Applicant of same; provided, however, that the indemnification requirements imposed on Applicant under this Agreement for incidents occurring during the term of this Agreement shall survive the termination hereof. Nothing herein shall prevent AGENCY from negotiating a new emergency services Agreement with the new owner of the subject property.

14) Cancellation Due to Conflict. AGENCY may cancel this Agreement pursuant to the mandates of A.R.S. §38-511.

15) Severability. If any provision of this Agreement shall be held to be unconstitutional, invalid, or unenforceable, it shall be deemed severable; however, the remainder of the Agreement shall not be affected and shall remain in full force and effect.

16) Fire Code Compliance. Applicant hereby specifically acknowledges that all operations and activities, as well as new construction, and remodel of structures when applicable, will be in compliance with AGENCY's adopted Fire Code.

The undersigned warrants to AGENCY that the Applicant has the power to enter into this Agreement and that all necessary acts have been taken to enter into this Agreement.

APPLICANT

CENTRAL ARIZONA FIRE & MEDICAL  
AUTHORITY

By \_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair Date

ATTEST:

By \_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk Date

Thanks

TO ALL OF YOU



Thank you for unlocking  
my sister's van, I took to the  
Car wash, doors and windows  
Locked with my sweet grand baby  
inside.

52 seconds. I was impressed.  
But very impressed with each and  
everyone of you and your  
kindness.



WC - SCHUSTER  
RAMIREZ  
TURNER

Once again,  
you all showed  
why you're  
such  
wonderful  
people.

Thank you  
Dana & Layla Kei!

Thank You



Thank you for all of your hard work. Carol

Thank you; Just Jay

Thank you for ALL your efforts!  
The Keller Family

Thank You for your help!  
The Bauer Family

Thank you for your vital work the land dept

Thank you for all your efforts in the response and search of the Garcia families.

Thank you for all of your efforts!  
The Spencer Family

Thank you for making such a large search possible!  
Matt Owens

Thank you for everything  
Michelle Adams

Thank you search + rescue!

Thank you for your efforts

Thank you for your work and care  
K. Gle  
Jen, The  
Chum

Thank you for all you have done for  
The Garcia + Garriga Families - Allison Darnell

Thank you.  
The Magibay Family

Thank you for all your kindness  
The Garrison Family ♥ Kennedy Family

Image Arts®

MADE WITH PAPER FROM  
WELL-MANAGED FORESTS

**From:** J & M

**Date:** August 2, 2017 at 6:30:12 AM MST

**To:** [sfreitag@cazfire.org](mailto:sfreitag@cazfire.org)

**Subject:** Thank you

Dear Chief Freitag,

We are fortunate to live within a mile of the fire station on Williamson Valley Road and Outer Loop. On July 8 my heart rate dropped into the 30's and my husband called 911 at around 7:45 pm. Virtually within minutes the EMTs were at our house to tend to me and make sure I got to the hospital. On July 10 I was sent home with a heart monitor and once again, on July 14 at around 2:30 a.m. my heart rate dropped. Again, my husband called 911 and I was taken care of quickly and transported to the hospital. I am now the owner of a new shiny pacemaker.

Although I do not know their names, I wanted to take this opportunity to thank the fire fighters and EMTs that responded to our call for help. They were courteous, kind, considerate, and professional. I am hoping you can convey this message to them.

Again, thank you guys!

Sincerely,

M

From: Lois Stringham  
Sent: Thursday, August 03, 2017 6:25 PM  
To: Scott Freitag  
Subject: Thank You

We would like to send our thanks to Mr. Pederson and the two gentleman who came with him to our home at 2082 Mountain Oak Road in Granite Oaks on Aug. 3 around noon. Lightening struck a cottage on our property. The three gentlemen were so helpful and professional.  
With our thanks,

Dirk and Lois Stringham



# Oregon

Kate Brown, Governor

Department of State Police

2525 Biehn St

Klamath Falls, OR 97601-1765

July 29, 2017

Central Arizona Fire and Medical  
8555 E. Yavapai Rd.  
Prescott Valley, AZ 86314

To Whom It May Concern:

At approximately 11:59 AM, on July 12, 2017, four young men from Belgium were traveling southbound on US-97 in a remote area of Klamath County, Oregon. The men were in a Cruise America rental motorhome. The driver missed his turnoff, pulled onto the southbound shoulder of the highway and attempted to make a U-turn directly in front of a southbound semi-truck. The semi-truck crashed into the driver's side of the motorhome and both vehicles went across the highway and off the road. The driver and one of his passengers suffered life-threatening injuries in the crash. Fortunately, CAFM Captain Craig Stooks and his wife, Amy, were on scene immediately and provided care for the men until local fire and EMS arrived on scene. Because I frequently encounter persons pretending to be police officers, EMTs, firefighters, doctors and nurses in order to get close to the action when I respond to crashes in my area, I asked Captain Stooks if I could see his EMS ID and he presented it to me as soon as it was feasible to do so.

The actions of Captain Stooks and Amy Stooks allowed me to quickly establish a landing zone for the incoming helicopter. Both men are expected to recover from their injuries. I sincerely appreciate the excellent service Captain Stooks and Amy Stooks provided to persons in distress and to the responders in this area.

Respectfully,

Joseph T. Smith, Senior Trooper  
Oregon State Police – Patrol Division  
Resident Trooper – Chemult  
2525 Biehn Street  
Klamath Falls, OR 97601  
(541) 480-7988





## Andie Smith

---

**From:** The Blue Collar <thebluecollar@peoplepc.com>  
**Sent:** Thursday, July 20, 2017 1:35 PM  
**To:** Andie Smith; Teresa Frawley  
**Cc:** Steven Brown; Rick Chase  
**Subject:** Thank You

Hi Andi,

Wanted to send a Thank You your way for speaking to our community, committee members and others on utilizing the available grants, abatement opportunities and all around general fire safety. By spending yesterday evening with our Dewey-Humboldt community, it reinforces the care and concerns of CAFMA for our citizens and how CAFMA is involved in Firewise inspections of our properties. Also, sending a Big Thank you to Terrisa Frawley in your office for all her efforts in keeping me informed on current abatement inspections that have been completed.

Thank you for being there,  
Vickie Wendt  
D-H Firewise Board



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Chief's Report

#### By Fire Chief Freitag

By means of follow-up, I would like to reduce to writing what we discussed at the special Board meeting concerning our new admin building located at 8603 E. Eastridge Drive. Subsequent to the newspaper article there were some public comments directed at the Agency concerning the need to waterproof the block. Rather than reply on social media, I believe it best to re-visit our process in my written submittal to the Board for August.

The bottom line is that block is a porous material. That said, when a block building is constructed it is best practice to seal it appropriately. The type of sealer used is dependent upon the type of finish that will be applied. For example, if an owner decides the block will remain raw, then a clear sealer is the appropriate product to use. The sealer will need to be reapplied in future years no different than paint on your house. If the block is to be painted, the contractor will need to use a sealer like DryLock UGL as a base before painting. Once the building is painted, it becomes incumbent on the owner to maintain the paint to avoid UV rays breaking down both the paint and the seal coat.

In the case of our new admin building, the original owner had the building painted when it was built in 2006; however, a sealer was not used under the paint. When they noticed moisture wicking through the block the contractor came back out and applied a clear sealant of some type over the paint. Unfortunately, the application of a clear seal over paint is not the recommended resolve for painted block.

When we did our inspection of the property, it was evident that the building did have a moisture issue especially near the top of the walls. Based on the inspection, we knew both a roof and a parapet issue existed for which we received a credit off the purchase price. To date, the parapet issues have been properly resolved, and a new roof coating applied. However, despite these as well as other efforts, we still found moisture in the building. After extensive evaluation by outside experts that included moisture tests, it was determined that the moisture is wicking through the block.

After consulting with our contractor, block companies, multiple commercial painting companies, and Sherwin Williams a scope of work was developed. As approved by the CAFMA Board, the building will receive two coats of DryLock UGL and a coat of Duration paint with an additional waterproofing agent mixed in. As with any building, block requires maintenance. To that end, the building will need to be painted in a period of years to protect the underlying seal. If in the future the agency defers maintenance i.e. painting as required, it is likely that the UV rays from the sun will break down the seal coat. If the agency repaints the structure as required in the future, then we should not have the moisture wicking problem. This is after all Arizona, so we can expect a painted structure will likely need paint again in 8-10 years.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

Envision Health, parent company of AMR, has agreed to a \$2.4 billion cash sale of AMR to KKR holdings. KKR is a private equity company that also owns an air ambulance service. It will be interesting to see how the new company intends to structure AMR. As we all know with acquisitions, things change. Currently, AMR is threatening to sue Golder Ranch Fire District, outside of Tucson, for their consolidation with the former Mountain Vista Fire District. Golder's CON allows for expansion of their ambulance service area as their agency boundaries expand. This means that under the consolidation, Golder's CON will now encompass Mountain Vista's area which had been serviced by AMR. Interestingly, AMR was in talks with DHS to extend their allowable response time in the consolidated area – less service. This coupled with already marginal performance by the ambulance service was just one of the catalysts for the consolidation effort. Quite simply, Mountain Vista's Board felt that their citizens deserved a timely response to their 911 calls for assistance.

As you are well aware, we are having the same type of issues with AMR's response in our area. On August 5<sup>th</sup> and 6<sup>th</sup> respectively we had a 42 and 57 minute wait for Lifeline/AMR on two separate scenes. In one instance, which started with units staged for police due to the type of call, the patient became critical while awaiting a transport ambulance. Thankfully, our highly trained paramedics and EMT's were on scene to render care. I have directed EMS Captain Niemynski to file complaints with the State on both calls.

The Labor Management Committee meeting for this month was canceled so nothing new to report. We continue to work closely with labor.

I have been asked by the Industrial Commission and Senator Fann to meet on some upcoming legislation for next year. Given the legislation deals with some areas of worker's compensation, Chief Tharp will be attending as well. The Director of the Commission asked if I could invite a few other Chiefs to attend with us. To that end, Chiefs Light, Karrer, and Adams will also be in attendance. Chief Karrer is with Golder Ranch, and Chief Adams is with Avondale Fire.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Administration

#### By Assistant Chief Tharp

We were notified that the pre and post judgement interest rates for the Hall Case for PSPRS had been determined. While this court determination specifically referenced those that were refunded monies belonging to Elected Officials Retirement Plan (EORP), the anticipation will be that this same type of determination will occur for the Parker Case and PSPRS members. All the interest for the pre and post judgement will be paid out without employer deductions for payroll taxes, etc. This is specifically due to the limitations that employers are able to “withhold funds” due to payroll taxes, etc. by the Department of Labor. As a result, each employee receiving an interest payment will receive a 1099-INT for IRS reporting requirements.

Remember that the pre-judgement interest will be calculated on the funds owed back to the employees as a result of SB 1609 changes to PSPRS that were deemed unconstitutional. These base funds have already been refunded back to the eligible CAFMA employees (after verification of the balance) on June 27, 2017. The pre-judgement interest will be part of the “credit” provided by PSPRS to offset Employer Contributions for Fiscal Year 2018. The judge for the Hall Case determined that the interest rate for the pre-judgement amount would be calculated at 4.25%. For most employees, the interest owed will be between \$500 and \$1,000.

As for the post-judgement interest in the Hall Case, this was determined to be 5.25% and begins on the day of determined judgement. As we received notice that the base refunds were calculated and should be distributed prior to June 28<sup>th</sup> – to eliminate the possibility of accruing “post-judgement interest”, our Finance staff worked diligently to ensure the refund was processed quickly and accurately. The longer that an employer waits to refund this base amount and pre-judgement interest, the more “post-judgement” interest can accrue – and this is the sole responsibility of the employer. While we are not talking about a lot of money - on average, employees having a 60 day delay from their refund will see about \$100 in “post judgement” interest penalty. However, if an employer decided to continue to delay the employee’s refund, the more interest will accrue... and again, this amount is a “penalty” and born by the agency.

We are currently awaiting the judge’s decision for the Parker Case – this was specific to the PSPRS employees. Though we anticipate that the interest rates will be the same, we are not guaranteed that they are and so we will await the resulting interest rate determination and the actual “date of judgement” or when the post-judgement interest will begin.

Interestingly enough, we just received notice that PSPRS is having issues with their website receiving payroll files for Fiscal Year 2018. As such, they are asking for “patience” as they work through the stringent submission process and scrub the data. In the meantime, they suggested that employers do not need to make payroll contributions for July and August. Not exactly sure when these glitches will be solved....but we will await the bill from PSPRS...patiently.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Fire Prevention By Fire Marshal Chase

#### **Construction:**

##### **Tech reviews attended in Chino Valley:**

- Riliberto's Mexican Restaurant and coffee shop
- An apartment complex named Brook Apartments located on Road 1 North
- Multi-family apartment complex
- Medical marijuana facility

##### **Initial Project Reviews Attended in Prescott Valley:**

- Outdoor RV storage site
- Commercial building with 3 suites on Addis Street

##### **Newly Opened Businesses:**

- Cultivation site on Valley Road in Prescott Valley
- Hospice in the Pines on Highway 169
- Prescott Valley CrossFit Gym on Laredo Drive

##### **New Construction Started:**

- Chick-fil-A in the Prescott Valley Crossroads
- Bingham Equipment on Highway 69
- Native Grill and Wings in the Prescott Valley Crossroads
- Kay Jewelers in the Prescott Valley Crossroads
- Advanced Auto Parts on Glassford Hill Road in Prescott Valley

#### **General:**

This past month, several special use permits were given out for welding, cutting, and chainsaw use. This is something that is done during Stage 2 Fire Restrictions. It requires a site inspection and safety requirements that must be met.

I met a resident in the Mountain Club area for a site inspection of a large area regarding defensible space. The area is on City of Prescott property so the Fire Marshal from Prescott Fire Department met me there and agreed to assist with getting that property tended to for defensible space work to be done.

The 20,000 square foot addition to Yavapai College is just about complete. A final inspection was done on August 3<sup>rd</sup> and a lot of the EMS and nursing program will soon be taught there.

Administrative Assistant Frawley has been researching and ordering Fire Pal handouts and prizes for the upcoming school year.

Assistant Fire Marshal Smith, Fire Inspector Dowdy, and I attended a 20-Hour Fire Investigator Class in Prescott where we received continuing education credits.

An annual review of the teacher evaluations for the Fire Pal Program was done and several recommendations are being considered for the program.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

The fireworks show in Prescott Valley went well. The Town did a great job mowing and wetting down the general area of fallout. Fortunately, the Goodwin Fire was contained and personnel were available to assist with the show.

I attended a Chino Valley Chamber luncheon on July 12<sup>th</sup>.

Fire Inspector Dowdy and I attended a northern Arizona fire marshal meeting on July 26<sup>th</sup>.

### **Events requested by CAFMA:**

July 1 - 4<sup>th</sup> of July Parade in Prescott - Jeremiah King and family

July 21 - Arizona Substance Treatment Education Program (ASTEP) and Juvenile Probation - Seven high school students toured Station 53

July 22 - 2<sup>nd</sup> Annual First Responder Fair at Villages at Lynx Creek - Unable to attend, no personnel available

July 23 - Back to School Event at Verizon - free backpack giveaway - Engine 50 attended

July 27 - West Yavapai Guidance Kids Team - Toured Station 53, Teresa Frawley assisted with tour

July 29 - Recovery Day - St. Lukes Ebony Christian Church - Engine 54 attended

### **Fire Prevention Activities**

64	Business Inspections
8	Construction Inspections / Reviews
28	Alarm / Sprinkler Testing and Plan Reviews
2	Fire Investigations
1	School Programs / Public Talks
6	Pre-construction Meetings / Plan Reviews / Pre Plans
24	Defensible Space Assessments

### **Monthly Safety Tip:**

Wildfire season is slowly moving behind us. With all of the monsoonal rains that the area has been receiving the grasses and weeds have been rapidly growing. What this means is that as the fall season approaches folks need to mow their properties to continue providing a defensible space. Wildfires still burn throughout the year even during the winter.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### **Planning and Logistics**

#### **By Assistant Chief Bliss**

Planning and Logistics has had a fairly busy summer with the normal budget cycle start, new hires, and wildland season.

The Warehouse has received the new forklift after Fleet put it through post-delivery checks. The forklift is slightly larger and has a higher weight rating than the previous vehicle which matches the warehouse size better. The smaller lift, which had been borrowed from the training warehouse, will be moved back.

Warehouse Operations Manager Trujillo is in the process of finalizing a purchase of 17 turnout sets. This will complete the ongoing goal to outfit all CAFMA Operations personnel with two sets of turnouts. The extra set is necessary in order to meet NFPA guidelines regarding turnout washing after structure fires and annually.

Fleet Maintenance has hired a new mechanic to fill the vacancy created at the beginning of the year. Chris Peckham has started as Mechanic I and will focus on small vehicle work while being oriented to the larger vehicles and pumps.

We received a very nice letter from Sheriff Masher thanking our Technical Services personnel for their work during the Goodwin Fire which included installing extra frequencies for the sheriff officers to use during the incident. All personnel from that division assisted in the effort.

Facilities Maintenance Coordinator Muniz has been very busy with the work on the new Administration building. He has helped to coordinate with the construction company and several of the subcontractors to work out issues with the parking lot, roof, and exterior paint. Technical Services Manager Ogden has been doing similar work with the IT installations.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Training

#### By Training Chief Feddema

The busy season at CARTA has begun with a variety of classes being offered at CARTA. This past month, we hosted several courses including a SWAT training course for Prescott Valley Police Department, a Citizens' Emergency Response Training course for Yavapai County Emergency Management, and a training academy for Firefighter Thaddeus McGuire and Keith Ryan. We are also working on our Fall 2017 and Spring 2018 training and testing schedule.

We will be teaching the course Modern Fire Attack for Initial Company Operations at the Arizona State Fire School. This is a program that was developed by Captain Parra and Firefighter Trask. They taught this course at the Arizona State Fire School in 2016 and were asked to present the course again in 2017. This course was designed at the request of Arizona State Fire Training Committee, because of recent studies in modern fire behavior and how this information can be applied. We were asked to develop this course, because we have been actively involved with the International Society of Fire Service Instructors (ISFSI). The ISFSI has been the credentialing agency for our training officers and is the same organization that has been active in programs that have reviewed the science behind modern fire behavior and the affects it has on our current strategy and tactics. Captain Parra has done an excellent job putting the course together, and he will be an excellent representative of CAFMA at the Arizona State Fire School. We will be sending several of our members to other courses at State Fire School, because it is an excellent opportunity to network and train. We will be sending students for courses in vehicle extrication, fire scene investigation, along with other related topics.

We are also looking to offer other courses that address the succession plan and our training needs. The Engineer's Academy and the Incident Safety Officer course are just two examples of the training being planned. These courses are offered for the professional development of our personnel and are marketed to outside agencies to help subsidize the training. We have been able to increase our participation and exposure to outside agencies through the use of our website, social media, and through the quality programs we have tried to offer. The challenge in the future will be to develop programs that are beneficial for our personnel and bring in participants from outside agencies.





# DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

## Response Report

By GIS | Records Management Specialist Freeman

Land Area: 251 sq. miles    Population: 86,865    Fire Stations: 10 Full-Staffed

### Responses in District

TOTAL FIRE INCIDENTS	14
STRUCTURE FIRE	1
STRUCTURE FIRE; CONFINED	3
MOBILE HOME/PORTABLE BLDG	1
VEHICLE FIRE	0
BRUSH/GRASS/WILDLAND FIRE	7
OTHER/TRASH FIRE	2

**Fire is 1.36% of call volume**

TOTAL EMS	642
-----------	-----

**EMS is 62.33% of call volume**

OVERPRESSURE	0
HAZMAT	26
SERVICE	173
GOOD INTENT	125
FALSE ALARM/OTHER	50

**Other is 36.31% of call volume**

TOTAL # OF CALLS	1,030
------------------	-------

Residential Fire Loss	\$302,150
Commercial Fire Loss	\$0
Vehicle Fire Loss	\$0

Calls in Town of Chino Valley	112
Calls in Town of Prescott Valley	518
Calls in Town of Dewey-Humboldt	33
Calls in rest of District	367
Calls out of District	2

Average total # of calls per day	33.23
Average fire calls per day	0.45
Average EMS calls per day	20.71
Average all other calls per day	12.07

Aid Given to Prescott	127
Aid Received from Prescott	78
Mutual Aid Given	7
Mutual Aid Received	0

### Unit Responses

	In District	Total
E50	123	130
E51	40	174
E53	190	190
E54	118	124
E57	35	40
E58	168	168
E59	111	115
E61	97	99
E62	118	120
E63	47	48
T50	6	6
B3	40	41
B6	23	24

### Call Volume at PRCC

	MONTH	YTD
PFD	769	4,962
CAFMA	1,030	6,596
GCFD	14	89
OD	11	53
WKFD	5	21

### Top 5 Call Types

601	EMS
80	Cancelled en Route
79	Public Service Assistance
50	Assist Invalid
22	Vehicle Accident w/Injuries

### Move Ups by Station

50: 61	57: 5
51: 29	61: 6
53: 20	62: 2
54: 0	63: 18
58: 3	
59: 3	<b>TOTAL: 190</b>

TO: Fire Board  
FROM: Chief Freitag  
DATE: August 7, 2017

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING MOVING  
MONTHLY BOARD MEETINGS TO THE FOURTH MONDAY OR  
TUESDAY OF THE MONTH

---

***Discuss this item only if the Central Yavapai Fire District Board does not concur with the schedule listed below.***

*At the July Board meetings, the Boards discussed a request from staff regarding moving Board meetings to the 4th Monday or Tuesday of the month in order to allow staff adequate time to create and distribute the Board Packet in a timely manner. After discussion and consideration of the factors listed below, the CAFMA and Chino Valley Boards voted to move monthly meetings to the **4th Monday of each month**; additionally, they proposed changing the start time and order of meetings as follows:*

***4:00 p.m. Chino Valley Fire District***

***4:30 p.m. Central Arizona Fire and Medical Authority***

***5:30 p.m. Central Yavapai Fire District***

*Factors considered in choosing which day to conduct meetings:*

- 1. The Boards would like the Fire Chief, Senior Staff and Board members to be more engaged in Chino Valley and Prescott Valley Town Council meetings, which occur on the 2nd and 4th Tuesday and Thursday evenings;*
- 2. Attorney Cornelius is not available on Wednesdays.*

*Factors discussed in proposing new start time and changing the order of meetings:*

- 1. The Chino Valley Board typically conducts business in 15 minutes or less.*
- 2. Being scheduled last causes their meeting to start late due to the other Board(s) running longer than scheduled.*
- 3. The CYFD meeting generally runs long. To that end, moving this meeting to last, it will not impact the other boards as much.*
- 4. Starting at 4:00 p.m. may allow more residents to attend, but still allows the Boards and staff to get home at a reasonable hour.*

*If you have any questions, please call Assistant Chief of Administration Tharp or myself at 772-7711.*