

AGENDA

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, October 22, 2018, 4:30 pm - 5:30 pm
Chino Valley Town Hall
202 N. State Route 89, Chino Valley, Arizona**

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Arizona Fire and Medical Authority Board of Directors and the general public that the **Central Arizona Fire and Medical Authority** will hold a meeting open to the public on **Monday, October 22, 2018 at 4:30 p.m.** The meeting will be held at the **Chino Valley Town Hall, 202 N. State Route 89, 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. Citizen Awards

B. Chino Valley Town Council Report

C. Board Members' Reports

i. Prescott Regional Communications (PRCC)

ii. Public Records Requests

iii. Legal Fees

iv. Labor / Management

D. Letters from the Public

E. Monthly Division Reports from the Fire Chief and staff in regard to current activities of the Fire Authority and the status and progress relating thereto

4. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Arizona Fire and Medical Authority Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

5. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Central Arizona Fire and Medical Authority Board and will be enacted by one motion. There will be no separate discussion on these items. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

A. Approve Regular Session Minutes - September 24, 2018

B. General Fund Financial Statements

C. Approve Fire Protection Agreements: Auman, Cook, Prather, Stigall

D. Approve Amendments to Policy 720 Public Service

E. Approve Resolution 2018-02 Fee Schedule

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Fire Board Policy Amendments
- B. Legal Advice and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431(A)(3) Regarding Recent Open Meeting Law Matters before the Arizona Attorney General's Office
- C. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Chief's Contract Term Regarding Indemnification

7. OLD BUSINESS

- A. Motion, Discussion, and Action Regarding Fire Board Policy Amendments

8. NEW BUSINESS

- A. Motion, Discussion, and Action Regarding Recent Open Meeting Law Matters before the Arizona Attorney General's Office
- B. Motion, Discussion, and Action Regarding Chief's Contract Term Regarding Indemnification
- C. Motion, Discussion, and Action Regarding Educational Video Production
- D. Discussion and Direction to Staff Regarding December Board Meeting Date

9. ADJOURNMENT

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

Public Records Requests

Date Received	First Name	Last Name	Company Name	Record Type	Incident/Reference #	Status	Delivery Method	Cost	Date Completed	Notes	Staff Hours	Additional Cost
9/10/18	Amy	Ledesma	Pronghorn Psychiatry	EMS	18-10013	IN PROGRESS		\$20.00		KCB - Need paperwork showing that patient was court order to stay there and copy of death certificate per Chief Tharp		
9/13/18	Mariana	Leon	Ayon Burk Injury Law	EMS	18-5785	COMPLETE	MAILED	\$22.00	9/18/18	JDC		
9/17/18	Tanya	MacLean	Tetra Tech	ENVIRONMENTAL RECORD	2018.09.17-MacLean	COMPLETE	NO RECORD AVAILABLE	\$0.00	9/19/18	JDC		
9/18/18	Tanya	MacLean	Tetra Tech	ENVIRONMENTAL RECORD	2018.09.18-MacLean	COMPLETE	NO RECORD AVAILABLE	\$0.00	9/19/18	JDC		
9/12/18	Tyler	Pitrat	Yavapai County Attorneys Office	INCIDENT	18-4628	COMPLETE	EMAILED	\$0.00	9/18/18	KCB Teresa Castaneda with YCAO sent request and is the contact. Emailed Teresa record at no cost per Chief Tharp since it is being used in a criminal investigation.		
10/8/18	Jaimie	Sventek	Prescott Fire Department	INCIDENT	18-9860	COMPLETE	EMAILED	\$0.00	10/9/18	KCB		
9/6/18	Al	Gibbons		PUBLIC RECORD	2018.09.06-Gibbons	IN PROGRESS				1. From 9/1/2013-8/31/2018 all resource orders from any organization or taxpayer funded entity whereby the Chino Valley Fire District, Central Yavapai Fire District or Central Arizona Fire & Medical Authority provided resources of any kind, outside of Yavapai County for emergency assignments; 2. from 9/1/2013-8/31/2018 all documents of any name other than "resource order" from any organization or taxpayer funded entity whereby the Chino Valley Fire District, Central Yavapai Fire District or Central Arizona Fire & Medical Authority provided resources outside of Yavapai County for emergency assignments; 3. From 9/1/2013-8/31/2018 documents that list personnel by name and equipment by fire department assigned identification number, identifying and relating this information to the documents listed in the above requested #1 and #2, whereby CHV, CEY or CEA provided resources of any kind outside of Yavapai County for emergency assignments. For clarity, the documents provided to fulfill the request in #1 and #2 are requested in #3 to have the employee names and equipment identification provided that actually fulfilled the request for resources and to have the personnel names and equipment identification associated with the specific request for resources. Providing the names and equipment identification and having that information associated with the specific request for resources will save your agency future time from fulfilling lengthy future requests of financial reimbursement documents, personnel time records, equipment logs and associated records including but not limited to FTRs and EQTRs and travel records needed for an outsider to harvest the personnel name and equipment information requested in #3.		
9/17/18	Joy	Collura		PUBLIC RECORD	2018.09.17-Collura	IN PROGRESS				1. Complete history and all types of training records, master record, professional certifications for both structural and wildland to Todd David Abel and Robert Cougan Carothers or Cougan Carothers or Bob Cougan Carother or RC Carothers or R Cougan Carothers or any similar way to the names above; 2. Any emails tied to Yarnell Hill Fire with the email address(es) incoming or outgoing: tabel@cafire.org or the email he had in 2013 under Central Yavapai Fire, CCarothers@cafire.org or the email he had in 2013 under Central Yavapai Fire or ccarothers@centrallyavapafire.org, cougan@centrallyavapafire.org, any general emails from 6/29/2013 to 7/1/2013 with these email addresses; 3. Application for Todd David Abel and Robert Cougan Carothers or Cougan Carothers or Bob Cougan Carothers or RC Carothers or R Cougan Carothers or any similar way to the names above; 4. Job evaluation reviews on Todd David Abel and Robert Cougan Carothers or Cougan Carothers or Bob Cougan Carothers or RC Carothers or R Cougan Carothers or any similar way to the names above for the following years: 2011, 2013, 2014, 2015, 2016, 2017 and if one was already done for 2018 then this year too; 5. (Any type of record or document; any task book all, log books, red card, emergency equipment, SF 261 CTRs, 288s) that had the following name from June 28th, 2013 through June 30, 2013: (requestor inserted picture of sample red card for Smokey Bear and the definition of records as stated by LAPR); 6. During 6/28/2013 thru 7/25/2013 and all text messages, any and all incoming/outgoing phone calls tied to this number: 928-925-3719 Verizon carrier. Some entities only have a way to do phones and texts as follows: <i>We do not have a way to track text messages unless they were sent out to a phone from our email system. To track those items we would need the target cell number and the service (Verizon, Sprint, etc.).</i> The number above was obtained in a few of my FOIAs and public records request tied to a Todd David Abel.		
9/20/18	Samantha	Denny	Farm Bureau Financial Services	PUBLIC RECORD	2018.09.20-Denny	COMPLETE	EMAILED	\$0.00	9/20/18	LM		
9/20/18	Crystal	Mueller	ATC Group Services	PUBLIC RECORD	2018.09.20-Crystal	CLOSED	NO RECORD AVAILABLE	\$0.00	9/20/18	TF		
10/8/18	Paul	Nachman	American Transparency	PUBLIC RECORD	2018.10.08-Nachman	CLOSED	NO RECORD AVAILABLE	\$0.00	10/8/18	Active employees submitted for CYFD Relief and Pension for 2017		

LEGAL FEES

Chino Valley\$0

Central Arizona Fire and Medical.....\$0

Central Yavapai

9/24/2018 Burch and Cracchiolo – ACE Lawsuit\$70



I realize to you
"it's" just a job, but
to me and all the
others you help, it's a
life saving event.

Thank you for
treating me with dignity
and respect in what
was an already embarrassing
situation.

May you all be blessed
with happiness and
joy always!

JK

A few latitudes
of gratitude
for all you've done!

Leri Cottrell

Dear Fire

Fighters,

I'm so proud
of what you did.

I Like Fighters

Because you're cool

I'm so happy

what you did to help

people; for getting

them out of car

accidents and for

putting fires out.

Love,

Jordan

9.4.18

Dear fire fighters,

Fire fighter thank
you for putting out fire
Thank you for keeping
people safe. Thank you for
being brave and strong.
Thank you saving the
world. You are awesome

With Gratitude,

Connor

9.4.18

Dear fighter,

Fighters Thank
You for getting
cats out of trees.
You are
are The Best!!!
and you have
courage and strength.
You have courage
to fight fires
and strength.

From
Storm

9.4.18

Dear FireFighter,

Thank you for protecting
us. Thank you for
putting out the fires.

Thank _____,
Hector _____

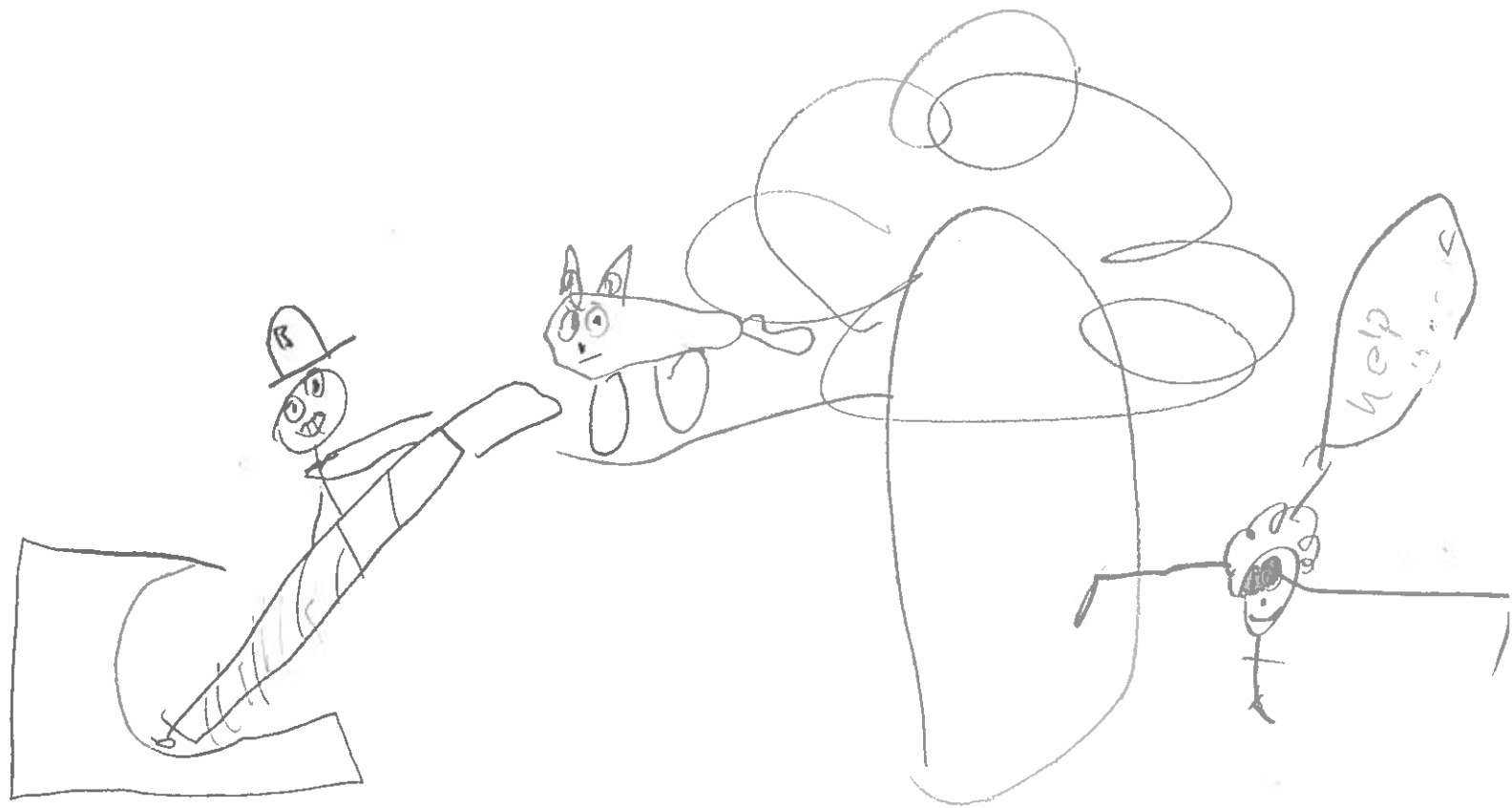
September

Dear fire pal eric. 4

Thanks fire pal
eric! Thanks for your
support. Thanks for
your teaching. Thanks
for saving people.
Thank you

Censor,

Quentin



August 31, 2018

Dear fire fighter,

Thanks you for

Saving People lives.

Also Thank you for Saving

Pets. And thank you for being

brave. Helping People get out

of cars when they can't get

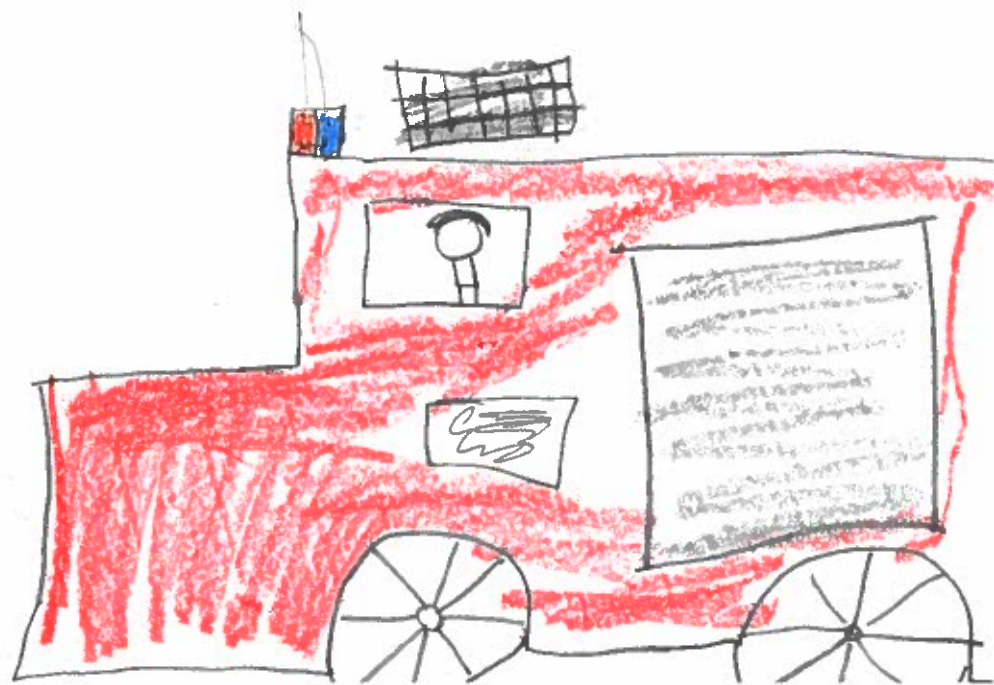
out. Thank you for Saving

The world.

Thank you,

Perla

Perla



August 31, 2018

Dear Fire Fighters

Thank you so so much for
all you have done. I really wish
I could meet you soon and I
hope you're gonna be safe
with all the stuff you do.

Especially with those fires
and crazy people out there!

Always be safe and don't give
up. Also I wish I can be as not
scared as you when I grow up.
because you guys are really brave

Thank you,

sincerely Alaysha

August 9-4-18

Dear _____,

fire fighters Thank
you for helping us
and saving people Thank
you for saving all of
these people. I hope
you have a break
Thank you for saving
people.

Sincerely _____
Brittney

Dear _____

Fire & Ice

I thank you
for putting
out the Goodwin
fire. Thank you
for saving cats
and dogs.

Thank you,

Alex

From: Valadez,Armando
Sent: Tuesday, September 18, 2018 3:06 PM
To: Perlak,Kevin
Subject: Drive

Lt;

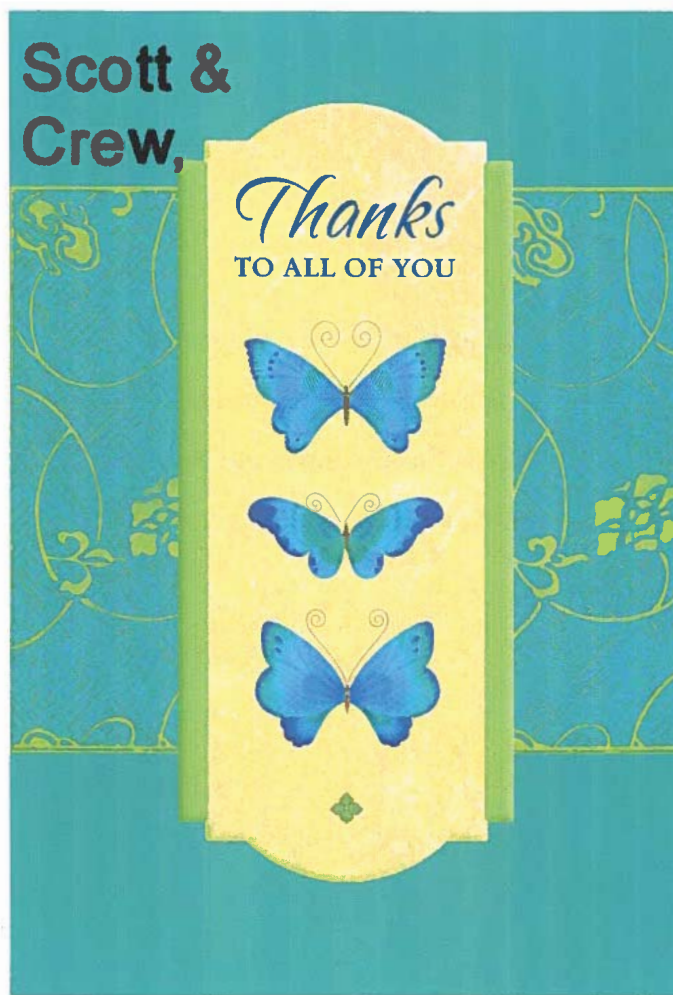
Got a call this AM from a Carrie , her niece called medical for contractions and eminent birth. The birth occurred on the ambulance on the way to YRMC E. She wanted to express her thanks and appreciation for the professional behavior of the emergency personnel that arrived and treated her niece.

Responding was E53 with Travis Smith, Josh Barnum and Caden Burch. LLA was squad 2101, PVPD was 159N and 158N.

Professionally yours;

Armando Valadez

Chief Freitag
Engine 62 C



All of you have been so nice
in such a thoughtful way,
It's hard to find a way to thank
each one of you today...

But hopefully, this special card
will show, at least in part,
The many warm and grateful thoughts
this brings straight from the heart.

WHAT A GREAT TIME !!
THE MEMORY WILL LAST
FOREVER.

THANKS GUYS
YOU'RE ONE OF A KIND,

JOHN & SCOTT ORR

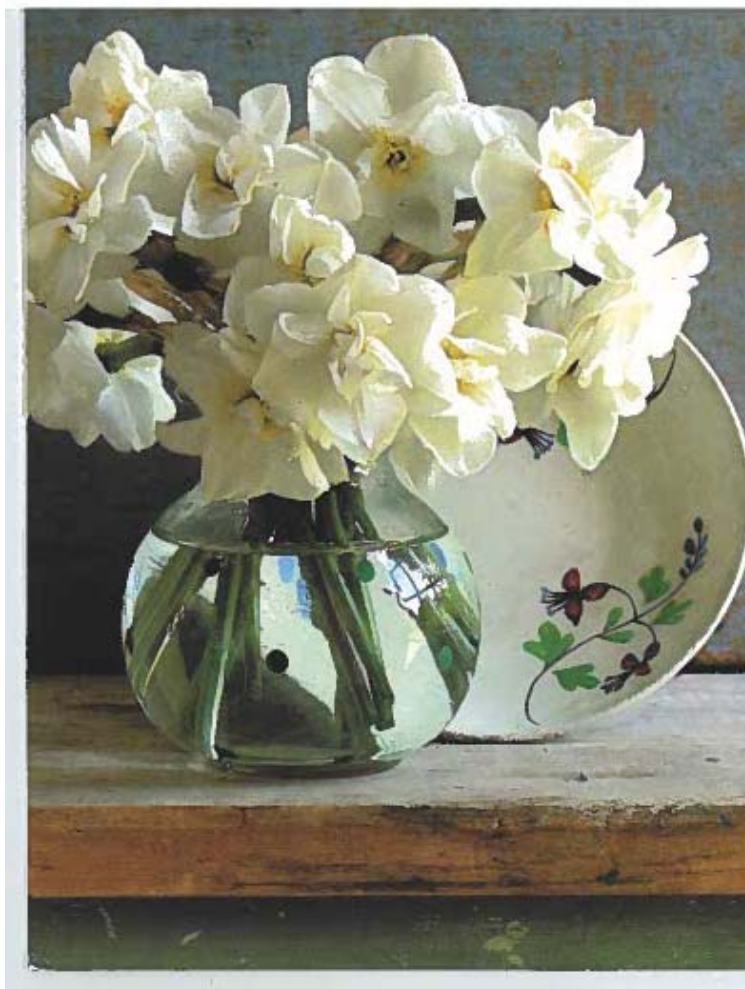
To^{all} the firemen
who came to
our Rescue at
the Lemonade
Stand!
Thank you!

Tender Thoughts

18658024
TECT8025F
©AGC, LLC



To the firemen who served my family,
we can't thank you enough for what you
do already: keeping this town a better
safer place to live. Risking your lives to serve
and help others is more heroic than words
can say. We are so grateful and thankful
to you who came and generously gave of your
time & donation to bless my family. I know
my children will remember that memory &
cherish it. As will I. Thank you so very much!
Love, The Kingstons



Andie,

Thank you so much
for being a speaker
at the Victorian
Estates Firewise Event.

Everyone enjoyed your
talk and felt they
learned valuable info.

Thanks for giving us
your time on a Saturday.

Sincerely,

Barbara Lucas
VE HOA VP



Certificate of Appreciation

THIS ACKNOWLEDGES THAT
**Central Arizona Fire &
Medical Authority**



**Engine 53, C-shift: Captain Mauldin,
Engineer Corbiere and Firefighter Sheldon**

HAS BEEN RECOGNIZED AND APPRECIATED, FOR THEIR ASSISTANCE TO
TRINITY LUTHERAN CHURCH 1ST ANNUAL FAMILY FEST.
WE SUPPORT OUR FIREFIGHTERS!

COUNCIL PRESIDENT DON LAUGHLIN

VICE PRESIDENT OF MINISTRIES ALAN RADLOFF

October 9, 2018



DIVISION REPORTS

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

Chief's Report

By Fire Chief Freitag

During the second week of October, I presented at the Town of Chino Valley and Prescott Valley Council meetings. I spent the time reviewing our year-to-date call statistics as Chief Bliss had presented to the Board as well as talking with them about the SAFER Grant. Our partnerships and communications between our agency and the Towns continue to remain strong. In addition to the Council meetings, I presented at the Prescott Valley Citizen's Academy. All those in attendance seemed to enjoy learning about us as well as the story of how and why we became a Fire Authority. Once again, our relationship with those we serve remains strong and the support we enjoy in the community is unwavering. Not just the support for the firefighters, but support for the Board and staff as well.

We held a manager's meeting on Tuesday, October 9th. I asked each of our managerial staff, including Battalion Chiefs, to read the Clifton/Gallup Strengths Based Leadership book and take the on-line assessment. We did this as a team builder as well as a self-awareness exercise. The group spent about an hour and a half discussing what the process meant, how it could help, and what steps individuals could take to continue developing through the program. Some of the managers plan to use the process as a team building exercise for their respective divisions. We had a lot of fun and got to know each other just a little bit more. In the end, this is another tool for our leadership tool box.

After the exercise, we reviewed the current status of our annual goals and objectives as well as had each division provide a divisional update for the group. All in all, it was a very productive morning with our management staff.

Truck 50 is set to be put in service October 24th. As I write this, I'm waiting for a specific time for the ceremony. Invitations will be sent to all Board members, community leaders, and elected officials for Prescott Valley. We are taking the Truck to the Prescott Valley Chamber Breakfast on October 30th as a static display so attendees can take a look on their way into the meeting.

I've continued working with Chief Feddema and Yavapai College on the Senior Leadership Academy slated for January. We hope to have the marketing materials out before the end of this month, preferably before our Board meeting. There is still work to be done, but things are progressing well.

We recently met with labor in our monthly labor management meeting. Things continue to go well between our groups. Some of the discussion centered on the best way to balance our ever lengthening wildland season with the other things we have to accomplish within the agency. The season is now overlapping with the some of our heavy training months. Between the two, we are finding it difficult to fill overtime spots. While no decisions have been made at this point, we will be making some strategic changes in the coming months with input from labor, the wildland group, training, and senior staff.



DIVISION REPORTS

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CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY
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We have a new facilities maintenance manager, Eric Crossman. Eric started at a critical time as Mr. Muniz had to retire sooner than expected due to an issue with Social Security. With only one day overlap, we have kind of thrown him a curve ball, but he's handling it well, and Chief Bliss is providing a lot of support.

We've also hired Marcie Slay for an Administrative Assistant II position in our front office. Marcie comes to us from Yavapai County Emergency Management and brings a wealth of knowledge with her to the position. I believe you may start seeing her at some of the Board meetings as part of her training.





DIVISION REPORTS

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Administration

By Assistant Chief Tharp

As approved by the CAFMA Board of Directors on September 24th, we have notified the Department of Homeland Security and FEMA that we are accepting the SAFER Grant for five additional personnel. We were required to submit a Pre-SAFER Grant Roster that listed all current full time operations employees and their ranks. As we discussed in the presentation to the Board, we will be required to maintain our current staffing, plus the five additional personnel, throughout the duration of the grant – until February 28, 2022. Additionally, the HR Division with the coordination of Operations and Training Divisions have already posted the notice of recruitment and hiring. Applications are available online and hard copies are available at the front office. The written exam will be held by the end of October, and then there will be a subsequent interview process in November. We anticipate that the new candidates will enter the academy at the first of the year.

We will have the field audit visit by Henry & Horne during the week of October 15th. This visit will entail a review of their previous internal process check and verification of all financial documents for the Chino Valley Fire District, Central Yavapai Fire District, and the Central Arizona Fire and Medical Authority. This will also occur while we are processing payroll and accounts payable and instituting the first phase of the new pay scale adjustments that were approved in June. Needless to say, the Finance Division will be focused on multiple tasks that have high priority that week – we ask for patience and understanding throughout the field audit. After the review is complete, additional financial statements will be produced; the Management Discussion and Analysis (MD&A) will be prepared for review by the audit team. Remember that the MD&A is an overview of the financial changes and notable trends that are occurring during the fiscal year for each organization. Once submitted, a draft of the audit reports for all three agencies will be reviewed by our finance staff for accuracy. We are hoping that the final draft of all the audit reports for Fiscal Year 2018 will be ready by the December Board meetings for presentation by Henry & Horne.

Finally, we welcome a new addition to our Administrative Division – Marcie Slay. She has agreed to be in the Administrative Assistant II position and comes to us from the Yavapai County Emergency Services Division. As was announced last month, we are losing Jasmine Carter as she is returning to family and friends in Chicago at the first of December. Marcie will be training to eventually be her replacement, and we are excited to have her join our organization. Thanks for choosing to be part of the CAFMA family Marcie!

Happy Halloween and be safe!



DIVISION REPORTS

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Fire Prevention **By Fire Marshal Chase**

Construction

Tech reviews attended in Chino Valley

- Olson's Grain new business office
- Two rezoning meetings for commercial buildings south of Lantana Plaza

Initial Plan Reviews attended in Prescott Valley

- Bungalows at Talking Glass (145 units)
- Bungalows at Talking Rock
- Storage unit facility on Santa Fe Loop Road

New Construction/T.I.'s

- New gymnasium at Acorn Montessori School
- Transfusion Center on Florentine Road in Prescott Valley
- Homestead at Talking Glass Apartments in Prescott Valley
- Prescott Valley Police Department building addition
- Orchard Ranch RV Park Phase 1 development

General

- Fire Inspector Mills attended the National Fire Academy in Maryland for two weeks of training. He took a six day Fire Inspection Principals Class and a six day Plan Review for Fire and Life Safety Class.
- Fire Inspector Dowdy has been inundated with fire sprinkler and alarm plans as well as the numerous field inspections of these life safety systems.
- Assistant Fire Marshal Smith attended the monthly PAWUIC meeting and provided an update on CAFMA.
- Assistant Chief Bliss and Assistant Fire Marshal Smith have been working on the new Red Alert system for fire investigations and fire inspections to work out the issues with each program.
- Staff from the Prevention Division has been busy performing the annual school inspections.
- Fire Inspectors Dowdy and Mills have been providing great customer service in working with several local contractors on many issues that they have been running into in regard to plan reviews and jobsite inspections not being done properly and to Fire Code.
- I attended the monthly Dewey-Humboldt Firewise meeting and gave a report on CAFMA.
- Assistant Fire Marshal Smith attended the Chino Valley Chamber Luncheon.
- I was on the Hot Topics TV Program hosted by the Prescott Valley Chamber.
- Assistant Fire Marshal Smith and I attended the bi-annual Wildfire Coordination meeting at the Prescott National Forest Fire Center.



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- This year's Fire Pal Program has begun with adding four new Fire Pals who received training and will be teaching in the local schools. They are Mike McFadden, Nate Hallowell, Russ Smith, and Ethan Hutchison.

Events Requested / Attended by CAFMA

- 9/4 - Cub Scouts toured Station 54 - Engineer Bushman managed the tour for ten Cub Scouts
- 9/6 - Little Explorers Learning Academy - Engine 53-B attend a local preschool lesson about our community and the people who serve it
- 9/7 - ASTEP Program toured Station 53 - Engine 53-A gave tour of station and apparatus to a group of teens
- 9/8 - Patriot Run - various personnel from the Agency assisted
- 9/8 - Fusion of Movement fundraiser - we could not commit due to other events
- 9/15 - 2018 Walmart Children's Miracle Network Kick-Off - Engine 58-B attended
- 9/15 - Soccer Safety Day - Engine 61-B attended
- 9/22 - Agua Fria Festival - Fire Prevention provided various wildland handouts and prizes for the Firewise booth
- 9/24 - Territorial Preschool Community Helpers Week - Engine 62-B attended
- 9/24 - God's World Preschool Community Helpers Week - Engine 53-B attended
- 9/26 - Bradshaw Mountain High School Bonfire - Engine 50 and Battalion Chief Davis supervised the bonfire

Fire Prevention Activities

60	Business Inspections
14	Construction Inspections / Reviews
41	Alarm / Sprinkler / Hood Testing, Inspecting, and Plan Reviews
21	Pre-construction Meetings and Plan Reviews
2	Defensible Space Assessments
0	Fire Investigations



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FIREPLACE SAFETY

- Have your chimney inspected and cleaned as necessary by a professional chimney sweep to ensure it is clear of obstructions and creosote.
- Repair any cracks in your chimney and fireplace.
- Use fireplace screens to keep sparks and fire debris inside the fireplace.
- Do not use an accelerant to start a fire.
- Ensure the fire is completely out before going to bed or leaving the house.
- Make sure the area around the fireplace is clear of all combustibles. (Three feet away is a good rule).
- Keep all children and pets a safe distance from fireplace.
- Install both smoke and carbon monoxide alarms.
- Keep a fire extinguisher on hand.

ASH SAFETY

- If possible, allow ashes and coals to cool in the area where you had the fire for several days. These devices are designed to contain their heat safely.
- When it is time to dispose of the ashes, transfer them to a metal container and wet them down.
- Keep the metal container outside your home and away from any combustibles until the refuse is hauled away.
- DO NOT place any other combustibles in the metal container.
- DO NOT use a combustible container.



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Operations

By Assistant Chief Polacek

We continue to evaluate the SCBAs during live fire training in hopes to have a decision early October. From there, we will look at what the total cost of the air packs would be and present the information to the Board at the November meeting so we could move forward with purchasing.

Captain Niemynski applied for and was awarded a Firehouse Subs grant for two ROSC-U Mechanical CPR devices valued at up to \$17,030.77. This is an automatic compression delivery machine that delivers compressions during CPR. The two devices will be placed on Battalion 6 and Battalion 3.

The ROSC-U™ Miniature Chest Compressor is designed to perform reliable chest compressions even in the most complex environments. This unique system acts as an additional set of hands providing quality chest compressions as long as needed.

The ROSC-U™ Miniature Chest Compressor also frees up healthcare professionals to focus on other critical functions and coordination and communication of care. We have demoed this device, and it proved to be a valuable tool for long transport times to the hospital. We are excited to receive the grant. Thank you to Captain Niemynski for his work.

The Peer Fitness trainers and I have been working together to look into ways to reduce the number of injuries to our personnel. We recently introduced warm-up exercises for personnel prior to our training in hopes to reduce injuries during quarterly training. We also met with a local physical therapist and reviewed our list of injuries for the past two years and are looking to provide training to our personnel on workouts to help strengthen our problem injury areas of knees, backs, and shoulders. We continue to meet with our worker's compensation group 7710 where we have provided them with our current practice for physical training, evaluation testing, and physical fitness guidelines. They are impressed with what we are currently doing for our personnel and have scheduled meetings in the future to share information with other agencies around the nation on best practice. All of this is in hopes of reducing the injuries to our personnel.



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Planning and Logistics

By Assistant Chief Bliss

The big news in Planning and Logistics is the change in the Facilities Division. Please welcome Eric Crossman to the Facilities Manager position. He moved to Arizona from upper New York to enjoy the warmer weather. He has experience with maintaining facilities in municipalities, and we are very happy to have him as part of CAFMA. Due to some unexpected events, Tom Muniz decided to use vacation for most of October. Unfortunately, this resulted in a one day overlap with Eric and Tom so Eric has a very steep learning curve.

Jonah Van Tuyl has now been in the Technical Services Manager position for about two months and is doing a great job. He has spent a lot of time learning our system and has started to make improvements in several areas. I have received notes and comments from personnel that indicate that they are very happy with the internal service they are receiving from all Tech Services personnel.

I am very happy to report that the new Truck Company is now in service. This is the final large apparatus from our last big ordering cycle. At one time we had two Type 1 engines, one Type 3 engine, and the Truck lined up for outfitting. It was a huge task to get these vehicles completed while continuing the regular preventative work on the rest of the fleet. A big thank you to Fleet Services Manager Domenic Scaife and his personnel for a job well done. The next big project for Fleet will be the upcoming SCBA replacement. Warehouse Manager Erik Trujillo was also involved in the apparatus outfitting doing his part to order the necessary equipment.



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Training **By Training Chief Feddema**

September was very busy with a number of activities occurring at CARTA. I would like to highlight several recent events provided by CAFMA personnel. The first is the Engineer Academy which had a total of 31 students who attended. We ended up having a waitlist of individuals who I hope will attend next year. This is a testament to the level of training that was provided by CAFMA and Prescott Fire Department personnel. Of the 31 students, 11 attended from CAFMA, 8 from Sedona, 3 from the Verde Valley, 3 from Copper Canyon, 1 from Blue Ridge, and 5 from Prescott. This course focused on improving the skills of our future driver/operators. The second course I would like to highlight was the Central Arizona Extreme Extrication School (CAXES). This was a large scale vehicle extrication training event. Captain Parra and the team that put this together did a great job, and we reached our maximum registration of 50 students. Among those 50 students were 10 personnel from CAFMA. There were 20 agencies represented in the training from around Arizona along with 2 from Spokane, Washington. The benefit of having a significant number of outside students was that it helped cover the cost of the training.

We continue in October to host the live fire quarterly training with Prescott Fire Department as well as other surrounding agencies. The training officers have been doing an excellent job ensuring quality training while maintaining a safe environment. Part of our quarterly training includes the performance of MCSs. These are Minimum Company Standards that are detailed in CAFMA's SOG Manual. MCSs are timed events that are performed as a crew and as an individual. The MCSs that are performed during September/October are the 24' ladder raise, the 14' ladder raise, and donning an SCBA. The crew is timed by the training officer and their performance is documented. These forms are kept on file and delivered to the battalion chiefs to highlight good performance and provide specific information if there is a need for follow-up.

We are also putting the final touches on the Company Officer Academy which will start October 29th. This is a weeklong training that offers new or potential company officers an opportunity to learn about leadership and tactics. The Paramedic Refresher is also hosted by CAFMA and includes a number of individuals from outside our agency. We are able to host and provide the number of training events at CARTA, because of the involvement of the CAFMA employees. We have many subject matter experts that provide training for our own agency as well as individuals from around Arizona.



DIVISION REPORTS

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

Response Report

By GIS | Records Management Specialist Freeman

Land Area: 254 sq. miles Population: 86,865 Fire Stations: 10 Full-Staffed

Responses in District

TOTAL FIRE INCIDENTS	5
STRUCTURE FIRE	0
STRUCTURE FIRE; CONFINED	0
MOBILE HOME/PORTABLE BLDG	0
VEHICLE FIRE	2
BRUSH/GRASS/WILDLAND FIRE	1
OTHER/TRASH FIRE	2

Fire is 0.53% of call volume

TOTAL EMS	592
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EMS is 62.38% of call volume

OVERPRESSURE	0
HAZMAT	10
SERVICE	213
GOOD INTENT	97
FALSE ALARM/OTHER	32

Other is 37.09% of call volume

TOTAL # OF CALLS	949
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Residential Fire Loss	\$0
Commercial Fire Loss	\$0
Vehicle Fire Loss	\$3,000

Calls in Town of Chino Valley	185
Calls in Town of Prescott Valley	450
Calls in Town of Dewey-Humboldt	36
Calls in rest of District	278
Calls out of District	2

Average total # of calls per day	31.63
Average fire calls per day	0.17
Average EMS calls per day	19.73
Average all other calls per day	11.73

Aid Given to Prescott	95
Aid Received from Prescott	59
Mutual Aid Given	0
Mutual Aid Received	0

Unit Responses

	In District	Total
E50	125	130
E51	42	142
E53	168	170
E54	99	99
E57	36	39
E58	115	117
E59	109	114
E61	100	104
E62	118	122
E63	45	50
T50	6	8
B3	30	33
B6	17	21

Call Volume at PRCC

	MONTH	YTD
PFD	701	6,480
CAFMA	949	8,892
GCFD	16	101
OD	9	83
WKFD	4	35

Top 5 Call Types

531	EMS
100	Assist Invalid
60	Public Service Assistance
59	Cancelled en Route
32	Vehicle Accident w/ Injuries

Move Ups by Station

50: 35	57: 4
51: 45	61: 11
53: 10	62: 7
54: 0	63: 29
58: 1	
59: 4	TOTAL: 146

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, September 24, 2018, 4:30 pm - 5:30 pm
Central Arizona Fire and Medical Authority, Administration,
8603 E. Eastridge Drive, Prescott Valley, Arizona**

In Attendance

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

Not In Attendance

Dave Dobbs; Julie Pettit

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Arizona Fire and Medical Authority Board of Directors and the general public that the **Central Arizona Fire and Medical Authority** will hold a meeting open to the public on **Monday, September 24, 2018 at 4:30 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive, Prescott Valley, Arizona.** The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Clerk Packard called the Central Arizona Fire and Medical Authority Board meeting to order on September 24, 2018 at 4:30 p.m. and presided over the meeting as Chair Pettit was absent.

2. PLEDGE OF ALLEGIANCE

Clerk Packard led the Pledge of Allegiance.

3. PRESENTATIONS

A. Prescott Valley Town Council Report

Council Member Grossman informed the Board that the Town of Prescott Valley is assisting with the cost of the Granite Mountain Hotshot Memorial that will be displayed at the Yavapai County Courthouse. He also provided an update of Prescott Valley road construction projects and future events.

B. Board Members' Reports

i. Prescott Regional Communications (PRCC)

Director Wasowicz advised the Board that the monthly bill is as expected and there has been discussion regarding bringing Mayer Fire District back into PRCC. He will be attending the next chief's meeting on October 18.

ii. Public Records Requests

Director Zurcher mentioned that staff has recently received two burdensome and time consuming records requests.

There was a discussion regarding recent requests and the extensive scope (5 years) and work required, including redacting information. It was noted that per the recent open meeting law training, we could ask the requester to narrow their scope of request. The Board was informed that a past request cost taxpayers \$3,500 as an outside vendor was utilized to pull records.

iii. Legal Fees

Director Zurcher had nothing more to add.

Attorney Cornelius advised the Board that his fees covered May through July; his next invoice will be through September.

iv. Labor/Management

No update.

C. Call Volume Report

Chief Bliss provided an overview of the January - June 2018 Call Volume Report that was provided in the Board packet. He explained that we need to add capacity to our system to improve the reliability percentages.

D. Letters from the Public

Chief Freitag mentioned a letter received from Mayer Fire District expressing their appreciation of our assistance with their flooding issues. Chief Freitag stated that Chief Feddema has done a lot of that work and thanked him for his efforts.

E. Monthly Division Reports from the Fire Chief and staff in regard to current activities of the Fire Authority and the status and progress relating thereto

Chief Freitag informed the Board that over 50 hours was spent on one records request, and the two recent large requests are going to require even more time. If the requests continue, we will have to consider alternative options as we do not have available staff to support these requests.

Chief Freitag mentioned that staff is working with Yavapai College to create a Senior Leadership Academy, and it's on schedule to begin in January. The information will be on www.cazfire.org.

Chief Freitag explained that CAFMA employee Ethan Hutchison and Yavapai College employee Mikayla Baker assisted in saving an assault victim's life. He also mentioned a CAFMA retiree that provided lifesaving CPR to his wife. Because of his quick response and many others, she was able to attend his retirement ceremony this past week.

Chief Tharp explained that staff is working through the fiscal audit with Henry+Horne. They had a pre-authorization meeting to interview Board members, staff and Technical Services. The field audit is scheduled for four days in October with the audit report anticipated for December as long as we have the PSPRS actuarial.

Fire Marshal Chase informed the Board that while Clerk Packard was doing a ride-a-long with him, they met with Arizona Department of Environmental Quality (ADEQ) and discussed our burn permit process. He explained that it is the same process that the City of Prescott uses. ADEQ were very impressed and stated that our process was one of the best they have seen. Fire Marshal Chase stated that they will be replacing smoke alarms in the Castle Canyon Mesa area on October 27th.

Clerk Packard thanked Chief Polacek and his personnel for assisting with the Healing Field and Patriot Week. Director Wasowicz thanked Chief Polacek for assisting him with the monthly PRCC invoice reviews. They also thanked Chief Bliss and Warehouse Manager Trujillo for taking great care of all the flags.

Chief Feddema informed the Board that there is Swift Water Rescue training scheduled in April for Mayer Fire District.

Clerk Packard thanked Chief Feddema for being the emcee for the Healing Field events.

4. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Arizona Fire and Medical Authority Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

There were no public comments.

5. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Central Arizona Fire and Medical Authority Board and will be enacted by one motion. There will be no separate discussion on these items. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

- A. Approve Work / Study Session Minutes - August 20, 2018
- B. Approve Regular Session Minutes - August 27, 2018
- C. Approve Executive Session Minutes - August 27, 2018
- D. Approve General Fund Financial Statements
- E. Approve Fire Protection Agreements: Gonzalez, Killian (2), Wesley
- F. Approve Removing Policies 211 Reserve Firefighter Requirements / Responsibilities; 212 Reserve Auxiliary Staffing
- G. Approve Amended Policy 223 Captain Promotional / Probationary

Motion to approve items A through G.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Fire Board Policy Amendments

The Executive Session was not required.

7. OLD BUSINESS

- A. Motion, Discussion, and Action Regarding Approval to Surplus Vehicles

Chief Bliss updated the Board and stated that we are moving forward with the surplus of two engines: one to Southern Yavapai Fire District and the other to Peebles Valley Fire District as previously discussed. He added that we negotiated a final contract with Friendly Mountain for the sale of the rest of the apparatus as instructed with a final price of \$120,000 which was above the initial offer. This item was only an update; Board approval occurred last month.

Attorney Cornelius explained that he will provide documents for signature.

No motion required.

8. NEW BUSINESS

- A. Motion, Discussion, and Action Regarding Fire Board Policy Manual

Item tabled.

- B. Motion, Discussion, and Action Regarding Acceptance of SAFER Grant

Chief Freitag explained that the SAFER Grant covers the hiring of five members. He explained that reliability ratings improved for Station 53 and 50 with the opening of Station 58. With

increased call volume, they are decreasing again. We now have increased call volume near 89A / Glassford Hill Road and Highway 69 to Fain Road. The reliability ratings have dropped and response time has increased; all related to call volume. The SAFER Grant will allow us to develop an alternative response unit for this area to handle some of the calls; eventually another fire station will need to be added. The SAFER Grant will assist in getting the needed personnel in place.

Chief Tharp informed the Board that if they accept the grant, it obligates the Agency for three years to maintain staffing levels. The federal grant will pay 75% for the first two years, and then they will pay 35% for the final year. Staff feels comfortable that we can absorb the costs. The grant will bring \$750,000 in federal dollars back to the area to support firefighting. The Agency's obligation for the three years is about \$400,000, which was budgeted high to cover PSPRS, paramedics, and employee related expenses.

It was explained that personnel must be hired by January or February. We have one person already deployed with the military, and another one will be deployed in January, so there are already funds in the budget due to not having to pay wages and benefits for the second deployment. To increase the hiring pool, the scope of advertising will be reviewed and some preliminary requirements will be changed as training can be provided in-house.

Grant funding begins upon members being hired, and staff anticipates the testing process to being in October with an academy in February.

Chief Freitag explained that a pick up or Type 6 (patrol) could be used for an alternative response vehicle and could be equipped with advanced life support equipment and a Paramedic and EMT to take calls. We need the personnel to be able to try it. Chief Light is going to speak with Prescott City Council to try and implement a similar program; he believes their vehicle will help reduce our response into the City. Areas using these have increased their reliability rating, and have seen reduced costs with smaller vehicles and reduced response times.

Motion to accept the awarding of the SAFER Grant.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

9. ADJOURNMENT

Motion to adjourn at 5:34 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

Clerk / Date

Financial documents will be provided as soon as they are available. Please see below.

From: Sara Davis [<mailto:Sara.Davis@yavapai.us>]

Sent: Friday, October 12, 2018 2:51 PM

To:

Cc: Ross Jacobs; web.treastrans

Subject: [Treasurer's Monthly Statement](#)

Good afternoon and Happy Friday! ☺

The Treasurer's office apologizes, however, our September Treasurer's statements have not been printed or mailed. We are experiencing issues with our new system and hope to have them resolved soon so we may send your information as quickly as possible. We are diligently working on this. Our office sincerely apologizes for the delay and any difficulties this creates.

May your day be enjoyable.

Thank you,

Sara

Sara L. Davis

Chief Deputy Treasurer

Yavapai County

1015 Fair Street

Prescott, AZ 86305

Phone #: (928) 771-3233

Fax #: (928) 771-3390



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, 2019**. 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
8603 E. Eastridge Drive
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

By _____
Date

By _____
Date

CENTRAL ARIZONA FIRE & MEDICAL
AUTHORITY

Board Chair Date

ATTEST:

Board Clerk Date



I. PURPOSE

The purpose of this policy is to outline the public services that the Agency offers to its citizens, outside the fire and emergency medical realm and how they are to be carried out.

II. SCOPE

This policy applies to the entire Agency and members.

III. POLICY

BLOOD PRESSURE CHECKS

Blood pressure checks shall be provided at all stations at any time there is a request from the public. Anytime a person is diagnosed as hypertensive (diastolic pressure exceeding 95) the person taking the pressure shall inform that person to consult a doctor.

BURN PERMITS

Residential burn permits are available online at www.cazfire.org. The complete burn permit process including activating and deactivating the burn permit is done online. Individuals who need assistance with the online process or who do not have a computer may go to a fire station to obtain a permit during regular business hours and if the crew is in quarters.

All of the burn permit requirements for burning per ADEQ are still applicable with the online process. Once a burn permit applicant reads through the permit online and applies for the permit, they are signing a legal document stating they are going to abide by all of the rules and requirements as stated on the permit.

Guidelines:

- The Agency retains the right to inspect any potential burning site it deems necessary.
- The Agency reserves the right to cancel a burn permit for any reasonable cause.
- The Agency reserves the right to request law enforcement and have an individual cited for careless burning; i.e.: for individuals burning outside of the parameters of the permit, out of control fires, burning without a permit, etc.
- Burn permits are valid for the calendar year which it is received and as long as fire restrictions are not in place.
- Burning may only take place during daylight hours.
- Burning may not take place during high winds, when the fire danger is above high, or burn restrictions have been activated for the Agency.



Contractors wishing to obtain a commercial burn permit for clearing and burning of large areas must contact the Agency Fire Marshal. An application must be filled out and a site visit by the Fire Marshal is required for commercial burn permits.

RIDE-ALONG PROGRAM

The ride-along program allows interested citizens, ~~EMT~~ fire and medical students, ~~nurses and~~ fire department members ~~from~~ and other fire organizations to observe the Agency's operations by riding with engine / truck companies or Battalion Chiefs. ~~A chief officer must authorize individuals under the age of 18 who wish to take part in this program.~~

Participants will be under the supervision of the fire officer in charge throughout the ride-along period. This experience is intended to be positive, educational, fun and informative. Participants can help to assure this by conducting themselves in a professional manner at all times.

GENERAL GUIDELINES

Agency ~~officers~~ Officers may schedule ~~observers to ride along~~ riders using the following general guidelines:

- Scheduled ride time will be at the convenience of the Agency and based on the availability of vehicles, space and members.
- General scheduling is done through the Battalion Chief, or Company Officer.
- All scheduled ride time will be assigned to the apparatus / station in TeleStaff.
- Up to four (4) riders may be scheduled per day.
- ~~Student ride alongs will be allowed to participate in non fire and EMS calls when sponsored by an approved program.~~
- A Chief Officer must authorize individuals under the age of 18 who wish to ride.
- Before riding the fire apparatus, the participant shall receive a briefing from a company member covering safety, fire operations, appropriate conduct, confidentiality and related subjects. The rider will read and sign the following agreements:
 - "Hold Harmless Agreement"
 - If the applicant is under the age of 18, special permission by an Agency Chief Officer must be obtained. A parent or legal guardian of the minor must sign the Hold Harmless Agreement.
 - "Ride Along Confidentiality Agreement"
- The Captain is in charge of all members on the engine. All riders must comply with the policy and procedures of the Agency as instructed by the Captain.
- Due to the sensitive nature and hazardous condition of EMS and fire calls, the Captain may require the rider to remain in the apparatus during an

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emergency incident.

- Riders must follow the directions of Agency members. All riders must comply with the policy and procedures of the Agency as instructed by the Captain.
- Riders must be able to function, in such a way, not to impede the crew's operations or ability to respond or perform their duties in any way.
- Riders must ~~W~~wear a safety vest on or near the roadway.
- _____
- Riders must ~~N~~ot give medical advice.
- _____
- Riders shall stay with the apparatus on all fire assignments.
- All riders shall be neatly attired and adhere to the Agency's Appearance and Personnel Management-Conduct Policies.
 - Long pants, dark blue or black.
 - Dark shirts (no inappropriate logos, designs, product endorsements, etc.).
 - Shoes or boots in good repair (no sandals, high heels, or cowboy boots).
 - Appropriate hygiene, minimal cologne / perfume.
 - Longer hair must be worn up or tied back.

• ~~Ride-along participants will remain within an Agency vehicle while at an emergency scene due to patient confidentiality and liability reasons.~~

- ~~Agency officers will ensure that the Hold Harmless Agreement is understood and signed by the participant. If the applicant is under the age of 18, special permission by an Agency chief officer must be obtained; the applicant cannot be younger than 16; and a parent or legal guardian of the minor must sign the Hold Harmless Agreement.~~
- ~~Ride time will usually be scheduled between the hours of 0800 to 1700.~~
- ~~Participants must comply with the policy and procedures of the Agency as instructed by the Captain.~~ Conduct that is detrimental to the mission of the Agency ~~will necessitate~~ will result in ~~termination of the ride-along for the offending participant,~~ at the Captain's discretion. The Captain will notify the Battalion Chief and forward a report of the event to the Battalion Chief.
- ~~Before riding the fire apparatus, the participant shall receive a briefing from a company member covering safety, fire operations, appropriate conduct, confidentiality and related subjects.~~
- ~~A maximum of 2 rides per year is allowed. (The Chief may approve additional job-related rides.)~~

~~FOR AGENCY EMPLOYEES:~~

- ~~An Agency member who wishes to have family members, under the age of 16, ride along must either accompany the child while off-duty or have the child accompanied by the other parent or guardian.~~
- ~~A child, under the age of 16, must be supervised at all times. and remain in~~

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~~an agency vehicle while on an emergency incident.~~

- ~~• All ride-along participants must remain in an Agency vehicle while at an emergency scene due to patient confidentiality and liability reasons.~~

~~All participating individuals shall be neatly attired and adhere to the Agency's Appearance and Personnel Management-Conduct Policies.~~

- ~~1. Long pants, dark blue or black.~~
- ~~2. Dark shirts (no inappropriate logos, designs, product endorsements, etc.).~~
- ~~3. Shoes or boots in good repair (no sandals, high heels, or cowboy boots).~~
- ~~4. Appropriate hygiene, minimal cologne / perfume.~~
- ~~5. Longer hair must be worn up or tied back.~~
- ~~6. Riders must accept the direction of Agency members.~~
- ~~7. Wear safety vest on or near the roadway.~~
- ~~8. Understand patient confidentiality.~~
- ~~9.1 Not give medical advice.~~
- ~~10. Stay with the apparatus on all fire assignments.~~

~~Participants will be under the supervision of the fire officer in charge throughout the ride-along period. This experience is intended to be positive, educational, fun and informative. Participants can help to assure this by conducting themselves in a professional manner at all times. Riders who do not present a courteous and mature attitude may have the ride-along opportunity terminated.~~

CITIZEN RIDERS

~~—A maximum of 2 rides per year isare allowed. (AThe Chief Officer may approve additional job-related rides.)~~

- ~~•~~
- Riders must be 18 years old or older.
- Ride time will usually be scheduled between the hours of 0800 to 1700

FOR PARAMEDICMEDICAL STUDENT RIDE-ALONGSSTUDENT RIDERS

- Student ride-alongsriders willmay be allowed to participate in EMS non fire and non fire EMS calls when sponsored by an approveda contracted program.
- Medical students that are NOT employed by the Agency may ride along from 0800 to 2000 ONLY (12 hours).
- Agency employed and authorized paramedicmedical students may participate in vehicular practicum on a 24-hour shift basis.
- Medical student ride-alongs will be assigned at the discretion of the Agency EMS Captain.

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- EMS students must sign up through the contracted program's clinical coordinator, in advance only
- Students are able to practice up to the scope of practice of their training and the Authority member's certification. No skills or assessments, which are not in the scope of practice of the preceptor, are allowed.

~~ParamedicMedical students that are NOT employed by the Agency may ride along from 0800 to 2000 ONLY (12 hours).~~

~~Two (2) people Four (4) people scheduled per day.~~

~~Permissible stations for paramedicmedical student ride-alongs will be assigned at the discretion of the Agency EMS Captain.~~

~~Sign up with Clinical coordinator on scheduling calendar in advance only.~~

~~Dress code policy is as outlined above and must be followed or rider will be sent home.~~

~~The Captain is in charge of all members on the engine. ParamedicMedical students must comply with the policy and procedures of the Agency as instructed by the Captain. Conduct that is detrimental to the mission of the Agency will, at the Captain's discretion, necessitate termination of the ride-along for the offending participant.~~ If a student is sent home for any reason the Captain shall notify the Battalion Chief immediately who will then notify the appropriate program representative. The Captain shall document the circumstances requiring the termination of the ride-along and forward the report for review by the Battalion Chief and Assistant Chief of Operations.

EMPLOYEE FAMILY RIDERS

- ~~— An Agency member who wishes to have family members ride, who are under the age of 16, must either accompany the child while off-duty or have the child accompanied by the other parent or guardian. Agency family members who would like to participate in a ride-along must be 18 years of age.~~
- ~~— A child, under the age of 16, must be supervised at all times and remain in an agency vehicle while on an emergency incident. Family members participating in a ride-along may not ride over night and are subject to the same ride time rules as a student rider.~~

NON-OPERATIONS RIDERS

- Any rider requesting to ride with or observe any division, other than the operations division, are required to follow all the general guidelines. The Division Chief / Manager will give further guidelines, dependent on the circumstances.

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~~Before riding on the fire apparatus, the participant shall receive a briefing from a company member covering safety, fire operations, appropriate conduct and related subjects.~~

PARADE VEHICLE RIDERS

- Children under the age of 16 years riding on agency apparatus assigned to a parade must be accompanied by an adult. Children under the age of 5 years are not permitted to ride.
- If a unit assigned to a parade is a front line unit available for emergency calls, riders must meet be 18 years of age.
- Riders who ride from the home location of a parade unit to the parade route must be properly secured by a seat belt. Children who require car seats are not permitted to ride from the home location of the unit to the event.

SMOKE DETECTOR INSTALLATION

The following are guidelines to be utilized when offering the service of checking or installing residential smoke detectors.⚠

With each residential alarm contact, the company will offer to install a smoke detector in residences without one, or check the batteries of existing detectors and install batteries if necessary.

This service should be offered with the following exception: Company officers should use discretion and common sense when determining inappropriate situations for offering the service.

Battalion Chiefs and company officers will assess the need for a company to be returned to service without delay, whereby, a company may have to return at a later time to complete an installation.

Only 1 detector should be installed per residence in the most advantageous location utilizing the information in the brochure as a guide.

A box will be placed on each engine / truck company containing detectors, batteries, a screwdriver, and brochures. Crews may choose to add items to the box, which might make installation more efficient.

Residents should be given a brochure with each detector or battery installation.

Until a better tracking system is devised, the following should be noted on the Firehouse Incident Form narrative:

(SD/R) = Service offered but refused

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(SD/X) = Smoke detector battery checked

(SD/B) = Smoke detector battery installed

(SD/S) = Smoke detector installed

Extra detectors, batteries, and brochures are available from Fire Prevention.

INFANT SAFE HAVEN PROCEDURE

Per A.R.S. § 13-3623.01, a firefighter on duty must accept custody of a child being left with a safe haven provider if both of the following conditions are true:

- The parent or agent of the parent did not express intent to return for the child.
- The safe haven provider reasonably believes that the child is a newborn infant, i.e. 72 hours or younger.

The safe haven provider shall report the receipt of a newborn infant to child protective services. A parent or agent of a parent who leaves a newborn infant may remain anonymous, and the safe haven provider shall not require the parent or agent to answer any questions.

Upon arrival of the infant at the fire station:

- Assess the child for any medical problems
- Advise alarm of the situation and that you will be out of service
- Call for ambulance and treat as a medical call (Med 3)
- Regardless of the infant's condition the ambulance will transport the child to the YRMC emergency room

WHEN RECORDED, MAIL TO:

Central Arizona Fire & Medical Authority
8603 E. Eastridge Drive
Prescott Valley, Arizona 86314

CAPTION OF DOCUMENT:

**CENTRAL ARIZONA FIRE & MEDICAL AUTHORITY
RESOLUTION 2018-02
FEE SCHEDULE**

CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY

Resolution No. 2018-02
(Adoption of Fee Schedule)

A FORMAL RESOLUTION OF THE ELECTED BOARD OF THE CENTRAL ARIZONA FIRE & MEDICAL AUTHORITY, TO ADOPT AN APPROPRIATE FEE SCHEDULE FOR IN AUTHORITY AND OUT OF AUTHORITY SERVICES TO BE PROVIDED; MODIFYING ALL PREVIOUS RESOLUTIONS RELATING TO THE SAME; AUTHORIZING THE CHIEF TO PROVIDE APPROPRIATE NOTIFICATION OF THE APPLICABLE FEE SCHEDULE, TO PROVIDE BILLING FOR THE SAME AND COLLECTION EFFORTS RELATING THERETO; AUTHORIZING THE TOWN OF PRESCOTT VALLEY, THE TOWN OF CHINO VALLEY, THE TOWN OF DEWEY HUMBOLDT AND SURROUNDING JURISDICTIONS TO ASSIST IN COLLECTION EFFORTS; AUTHORIZING AN APPELLATE PROCESS FOR PROPERTY OWNERS AND RECIPIENTS OF CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY SERVICES SUBJECT TO SAID FEE SCHEDULE.

WHEREAS, Central Arizona Fire and Medical Authority ("Authority") has an obligation to its taxpayers to minimize the tax burdens of the property owners within the Authority; and

WHEREAS, the Authority has in the past and does continue to provide an ever expanding description of services to Authority residents and non-Authority residents, taxpayers and non-taxpayers alike; property owners whose properties have not been completely or properly assessed from time to time; specialized services and one-time services to developers and contractors in furtherance of their business ventures in the Authority, services and assistance to and in furtherance of the efforts of other jurisdictions within and without the boundaries of the Authority; and services which add value to properties, businesses and efforts of those either directly owning property within the Authority or providing services relating thereto; and

WHEREAS, it is in the best interest of the Authority to adopt a fee schedule to recover costs associated with the above-referenced services, to assist in the continued growth and expertise of the Authority and its ability to continue to provide such services, to recover for said services direct and indirect expenses which will immediately or eventually burden the Authority and its taxpayers, including but not limited to capitalization expenses, replacement and maintenance expenses, depreciation expenses, manpower and equipment expansion expenses, and continued educational expenses; and

WHEREAS, it is in the best interest of the Authority and to users of services provided by the Authority to develop a predictable, fair, concise and reliable system for charging fees for the above-referenced services and new services to be provided in the future, and to determine which properties should, from time to time, be exempt from fees; and

WHEREAS, it is in the best interest of the Authority and users of the Authority's services to pay said fees in order to promote and protect the public health, safety and welfare of the public; and

WHEREAS, it is in the best interest of the Authority and those to whom the Authority provides services to accommodate and work with other emergency service and governmental jurisdictions, including the Town of Prescott Valley, [the Town of Chino Valley](#), the City of Prescott, the Town of Dewey-Humboldt and Yavapai County, as well as neighboring fire districts; and

WHEREAS, the Authority recognizes that there are certain fees which should be recognized as a one-time fee, other fees which should be charged on an ongoing basis, fees which should reflect the additional skill levels required of the Authority's personnel, including administrative, medical and suppression, and fees which recognize the need to replace, maintain, repair and improve specialized equipment and vehicles, as well as expendable and disposable supplies and resources provided in conjunction with both emergency medical and rescue services and suppression services; and

WHEREAS, it is in the best interest of the Authority to continue to develop and acquire additional skills for its personnel, as well as replacements and upgrades to its equipment on an ongoing basis to allow the Authority to plan for future expansion and to meet the demands of the ever-expanding needs of the service users located both in and out of the Authority boundaries; and

WHEREAS, the fee schedule attached as **Exhibit "A"** hereto reflects a schedule developed in conjunction with a reasonable methodology and analysis used for the determination of appropriate fees as described, with the intent of recovering the cost associated with the provision of said services and the addition, maintenance, repair and improvement of said services, equipment and manpower related thereto; and

WHEREAS, it is the intent of the governing body of the Central Arizona Fire and Medical Authority to allow for continued review, improvement and updating of the fee schedule attached hereto and to accommodate the Authority's changing expenses, manpower requirements, the demands of other jurisdictions requesting assistance from the Authority and changes in the use and type of services to be offered by the Authority now and in the future.

NOW THEREFORE, it is hereby RESOLVED that the Central Arizona Fire and Medical Authority governing board hereby adopts the fee schedule attached as **Exhibit "A"** hereto, and all related parts thereto;

FURTHER RESOLVED, that the Fire Chief of the Authority is hereby authorized to expend such funds as may be necessary to educate the public and potential users of services of the Authority of the existence of the fee schedule and the procedure for making use of said services and paying the fees contemplated herein;

FURTHER RESOLVED, that the Fire Chief is hereby further authorized to approve refunds in an amount consistent with his expenditure authority and to determine when credit should be permitted to existing taxpayers of the Authority in recognition of taxes, expenses and fees already paid;

FURTHER RESOLVED, that the Fire Chief of the Authority is hereby authorized to come to an arrangement with the Town of Prescott Valley, the Town of Chino Valley, the City of Prescott, the Town of Dewey-Humboldt and Yavapai County to permit the Town of Prescott Valley, the Town of Chino Valley, the City of Prescott, the Town of Dewey-Humboldt and/or the County of Yavapai to assist in the collection of all said fees, where able, and to submit to the governing board of the Authority any agreements or IGAs necessary for approval in furtherance thereof;

FURTHER RESOLVED, that there shall be established by the Authority an appellate process to be made available to users of services of the Authority under the terms of the fee schedule attached hereto, permitting said user to protest the amount of fees imposed, the method of payment, refunds or credits in appropriate circumstances, the manner of calculating the contemplated fee, and to permit users to request that, for hardship purposes, said fee be waived in part or deferred in collection under appropriate circumstances;

FURTHER RESOLVED, that the funds collected as a result of the imposition of the fee schedule referenced herein shall be used consistent with and in support of said services contemplated thereby, including payment of the actual and related expenses associated therewith, present and future, for the acquisition, maintenance and repair of equipment used in conjunction therewith, for the payment for personnel and training, and recovery of expenses associated therewith, for the expenses of improving or expanding said services, all consistent with the annual budget approved by the governing board of the Authority, from time to time;

FURTHER RESOLVED, that the Fire Chief and staff for the Authority are hereby authorized to take such action as may be necessary in furtherance of the establishment, dissemination, collection and enforcement of the terms of said fee schedule, to consider further modifications and updates thereto, and to make recommendations to the governing board of the Authority as it relates thereto.

APPROVED AND ADOPTED this ____ day of _____, 2018.

Board Chairman

ATTEST: _____
Board Clerk

Exhibit A
CENTRAL ARIZONA FIRE & MEDICAL AUTHORITY
FEE SCHEDULE

(Effective ~~February 21, 2017~~ October 22, 2018)

Pursuant to Arizona Revised Statute § 48-805(B)(13) the following is the fee schedule for services provided by Central Arizona Fire and Medical Authority.

ADMINISTRATION

Incident/EMS Reports ----- \$ 20
Photo discs----- \$ 10
Public Records ----- \$ 0.10 page
----- Staff Time ----- actual cost ~~(\$ 10 minimum)~~

Records ~~Delivered~~ via USB, CD-ROM or DVD-ROM ----- \$10

----- An additional charge to all mail requests----- \$ 2.00

Fire Protection Agreement~~Contract~~ District's current tax rate times Yavapai County Net Assessed Value plus \$50 administration fee per year.

Out-of-District Responses Based on rates of current State Forester's Cooperative Fire Rate Agreement

FIRE PREVENTION

Plan Review Fees

Fire Alarm Systems

Commercial (minimum \$ 250)----- \$.02 per square foot
Modifications----- \$ 100

Sprinkler Systems

Commercial (minimum \$ 300)----- \$.02 per square foot
Modifications----- \$ 150
Residential 13D----- \$ 150

Alternative Fire Extinguishing Systems----- \$ 200

Underground Fire Mains, Remote Fire Dept Connections ----- \$ 120

Commercial Cooking Equipment, Spray Booths, Spray Rooms ---- \$ 150

Fire Pumps----- \$ 250

Permit Fees

Blasting (\$ 1,000,000 insurance required)----- \$ 50

Fireworks (\$ 1,000,000 insurance required)

Plan Review ----- \$ 100

Personnel Standby (per person) ----- \$ 50 per hour

Above Ground Fuel Storage-Flammable and Combustible Liquids \$ 100

LPG Tanks Greater Than 500 Gallons ----- \$ 100

Amusement Buildings ----- \$ 150

Special Events

Plan Review and pre event inspection ----- \$ 100
 Personnel Standby (per person) ----- \$ 50 per hour

Other Fees

Fire Investigation Reports ----- \$ 20
 Photo Discs ----- \$ 10
 After Hours Inspections (per person, two hour minimum) ----- \$ 50
 Fire Watch Standby personnel (per person, two hour minimum) ---- \$ 50
 Out-of-District Fire Investigations (Monday-Thursday 7am-5pm) Hourly wage plus
 Employee related expenses
 Out-of-District Fire Investigations (All other hours/holidays) Overtime wage plus
 Employee related expenses

FLEET MAINTENANCE

~~Light Duty Vehicle Repair ----- \$ 85 per hour~~
~~Includes small cars through 1 ton trucks~~
~~Heavy Duty Vehicle Repair ----- \$ 106.75 per hour~~
~~Includes vehicles over 1 ton and All Pump Work~~

MISCELLANEOUS

Heartsaver CPR with AED and First Aid ----- \$ 50
 Health Care Provider ----- \$ 50
 Babysitting Class ----- \$ 40
 Paramedic Refresher Course (5 day) ----- \$450
 EMT Basic Challenge Course (includes CPR Card) ----- ~~\$125~~ \$150
 (must have current EMT-B certification)

ADMINISTRATION CLASSROOM

Facility Fee Type	Occasional User Costs	Regular User Costs	Partnership
Classroom Includes AV equipment	\$25 (for use up to 4 hrs.) or \$50 per day If food or beverages are allowed an additional \$100 non-refundable deposit will be required	\$25 (for use up to 4 hrs.) or \$50 per day If food or beverages are allowed an additional \$100 non-refundable deposit will be required	\$25 flat rate for the day
Instructor	\$55 / hr 4 hr minimum	\$55 / hr 4 hr minimum	\$55 / hr unless provided by user

TRAINING CENTER

Facility Fee Type	Occasional User Costs	Regular User Costs	Partnership
Classroom #1 or #2 Includes AV equipment	\$50 / hr 4 hr minimum. \$40 / hr after first 4 hrs \$500 deposit may be required	\$42.50 / hr 4 hr minimum. \$40 / hr after first 4 hrs \$500.00 deposit may be required.	\$37.50 / hr 4 hr minimum
Instructor	\$55 / hr 4 hr minimum	\$55 / hr 4 hr minimum	\$55 / hr unless provided by user
Burn tower Note #1	\$75 / hr 4 hr minimum, plus metered gas usage	\$63.75 / hr 4 hr minimum, plus metered gas usage	\$56.25 / hr 4 hr minimum, plus metered gas usage
Class A Burn Building Note #1	\$75 / hr 4 hr minimum, plus metered gas usage	\$63.75 / hr 4 hr minimum, plus metered gas usage	\$56.25 / hr 4 hr minimum, plus metered gas usage
Prop Technician	\$55 / hr (if required by Risk Management Agreement)	\$55 / hr (if required by Risk Management Agreement)	\$55 / hr (if required by Risk Management Agreement)
Safety Officer	\$55 / Hour (if required by Risk Management Agreement)	\$55 / Hour (if required by Risk Management Agreement)	\$55 / Hour (if required by Risk Management Agreement)
Flashover Chamber Note #1	\$75 / hr 4 hr minimum plus materials	\$63.75 / hr 4 hr minimum plus materials	\$56.25/ hr 4 hr minimum plus materials
Driver training area general outside usage	\$50 / hr 4 hr minimum plus materials	\$42.50 / hr 4 hr minimum plus materials	\$37.50/ hr 4 hr minimum plus materials
Confined Space Prop	\$35 / hr 4 hr minimum	\$29.75 / hr 4 hr minimum	\$26.25 / hr 4 hr minimum
Apparatus (engine, truck, utility or water tender)	\$75.00 / hr 4 hr minimum	\$63.75 / hr 4 hr minimum	\$56.25 / hr 4 hr minimum
Outdoor Covered Classroom	\$35 / hr 4 hr minimum	\$29.75 / hr 4 hr minimum	\$26.25 / hr 4 hr minimum
SCBA Compressor	\$150 / Day	\$127.50 / Day	\$112.50 / Day

Facility Fee Type	Occasional User Costs	Regular User Costs	Partnership
Burn props – car fire, flammable liquid fire, dumpster fire, etc. Note #1	\$35 / hr 4 hr minimum, plus metered gas usage	\$29.75 / hr 4 hr minimum, plus metered gas usage	\$26.25 / hr 4 hr minimum, plus metered gas usage
Forcible entry prop (will adjust based on market costs)	\$35 / hr plus lock replacement fee	\$29.75 / hr plus lock replacement fee	\$26.25 / hr plus lock replacement fee
Salvage cars (will adjust based on market costs)	\$150 / Car	\$127.50 / Car Note #3	\$112.50 / Car Note #3
Equipment rental (extrication equip., chain saws , TICs)	\$60 / hr 4 hr minimum	\$51 / hr 4 hr minimum	\$45 / hr 4 hr minimum
Propane Gas (will adjust based on market costs)	\$3 / gal	\$3 / gal	\$3 / gal
Plywood, particle board sheeting, (will adjust based on market costs)	\$22 / 4' X 8' sheet	\$22 / 4' X 8' sheet	\$22 / 4' X 8' sheet
Sheetrock (will adjust based on market costs)	\$15 / 4' x 8' sheet	\$15 / 4' x 8' sheet	\$15 / 4' x 8' sheet
Liquid smoke (per CYFD specifications)	\$60 / gal Note #2	\$51 / gal Note #2	\$48 / gal Note #2
CPAT Orientation, Practice, and Test	\$200 / student includes orientation and one practice run		
CPAT Building	\$75.00 / hr 4 hr minimum	\$63.75/ hr 4 hr minimum	\$56.25 / hr 4 hr minimum

Note #1 - These props must be operated by a qualified Prop technician as recognized by CAFMA.

Note #2 – Liquid smoke brought in by other agencies must meet CAFMA specifications for prop use.

Note #3 – Vehicles purchased or brought in by other agencies for extrication training must meet CAFMA standards for extrication.