

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
Regular Meeting  
Thursday, December 22, 2022, 5:00 pm - 6:00 pm  
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive,  
Prescott Valley**

### **In-Person Attendance**

Dave Dobbs; Dave Tharp; Gayle Pickett; Kathy Goodman; Matt Zurcher; Rick Anderson; Scott A Freitag; Susanne Dixon

### **Remote Attendance**

Nicolas Cornelius

### **Not In Attendance**

Lorette Stewart

## **NOTICE OF MEETING**

### **1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS**

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

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

**Chair Zurcher led the Pledge of Allegiance.**

### **3. NEW BUSINESS**

#### **A. Discussion and Possible Action Regarding Appointment of Fifth Board Member**

**This item was taken after item 3.B. to allow the CAFMA Board to make a selection with two representatives from each Fire District as provided by the JPA Agreement.**

**Chair Zurcher explained the need for the Board to appoint a fifth Board member.**

**Motion to nominate Gayle Pickett to serve as the fifth Central Arizona Fire and Medical Authority Board member.**

Move: Matt Zurcher Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson

#### **B. Swear In and Seat New Board Members**

**This item was taken after item 2.**

**Dave Dobbs was sworn in by Chair Zurcher as a member of the Central Arizona Fire and Medical Authority Board of Directors.**

**This item was returned to after item 3.A.**

**Gayle Pickett was sworn in by Chair Zurcher as a member of the Central Arizona Fire and Medical Authority Board of Directors.**

- C. Discussion and Possible Action Regarding Election of Fire Board Chairperson and Board Clerk

**Director Anderson made a motion to nominate Matt Zurcher for Board Chair, the motion was seconded by Director Dobbs.**

**There were no other nominations; the motion passed unanimously.**

**Director Pickett made a motion to nominate Dave Dobbs for Clerk, the motion was seconded by Director Anderson.**

**There were no other nominations; the motion passed unanimously.**

4. CORRESPONDENCE AND PRESENTATIONS

- A. County and Town Current Events Summaries

**There were no current event summaries.**

- B. Presentation, Discussion, and Acceptance of FY 2022 Audit Report as Presented by Henry & Horne

**This item was taken after item 4.C.**

**Noemi Barter from Baker Tilly, formerly Henry + Horne, presented the Fiscal Year 2022 Audit Report. All statements in reports are management statements that are tested by the auditors to determine if they are materially correct and fair. Henry + Horne found that statements are presented fairly and have reported a clean opinion.**

**Chief Tharp further explained the Districts' financial position.**

**Motion to accept the audit presented by Henry + Horne.**

Move: Dave Dobbs Second: Gayle Pickett Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- C. Letters from the Public and Board Recognition

**This item was taken after item 4.A.**

**The Board recognized 7-year-old Sofia Simpson for her quick actions and steady demeanor during an emergency incident involving her mother.**

5. REPORTS

- A. Board Member Reports

**Chair Zurcher reported that he attended the annual awards ceremony this year,**

and thanked Chiefs Tharp, Rose, and Feddema for their long-tenured service.

B. Division Reports

Chief Freitag reported that the Agency has registered with the Accreditation Commission and has achieved 'registered agency' status; the Agency now has three years to complete the process. He added that Staff has met with a strategic planning consultant, and will be starting that process in early 2023; all Board members will be participating. Staff will be coming to the Board in January with a proposed 3-5 year staffing plan. He then updated the Board regarding COVID-19 reimbursement funds, stating that the Agency is still waiting for funds to be distributed.

He continued, reporting that it has been 14 months since CAFMA applied for a Certificate of Necessity (CON) with the Bureau of EMS. CAFMA used the urbanicity standards that are included in State statute, and are the second CON application to do so, but the Bureau is having difficulty understanding them. The State has threatened to administratively dismiss the application due to the use of urbanicity standards; Staff will meet with the Bureau on January 5, 2023. He also thanked Chief Rose and his wife, Tammy, for all of their hard work with the Firefighter Angel Foundation.

Chief Rose reported that there are currently two vacancies in Prevention, and Fire Marshal Chase will be retiring in early 2023. There is currently a process in place for plan review, and he will be meeting with a company next week regarding conducting construction inspections.

6. CALL TO THE PUBLIC

**There were no public comments.**

7. CONSENT AGENDA

A. Approve Regular Session Minutes - November 28, 2022

B. Approve Executive Session Minutes - November 28, 2022

C. Approve General Fund Financial Statements

D. Approve Fire Protection Agreements: Cantu, Simmons (2), Limbacher, and Sollima

**Motion to approve the Consent Agenda.**

Move: Dave Dobbs Second: Gayle Pickett Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

8. VOTE TO GO INTO EXECUTIVE SESSION

**Motion to go into Executive Session at 5:37 p.m.**

Move: Dave Dobbs Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(4) Regarding the Crown Castle Agreement for the Use of the Communications Tower in Yarnell
  - B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(4) Regarding the Town of Prescott Valley Opticom Preemption System Agreement
  - C. Legal Advice Pursuant to A.R.S. §38-431.03(A)(4) Regarding Arizona State Forestry Private Sector Office Space Lease
  - D. Legal Advice Pursuant to A.R.S. §38-431.03(A)(4) Regarding Priority Ambulance Service Contract
  - E. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding AMR Communications
9. NEW BUSINESS, CONTINUED

- A. Discussion and Possible Approval of the Crown Castle Agreement for the Use of the Communications Tower in Yarnell

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

**Chair Zurcher stated that Attorney Cornelius and Staff have their direction.**

- B. Discussion and Possible Approval of the Town of Prescott Valley Opticom Preemption System Agreement

**Motion to approve the Town of Prescott Valley Opticom Preemption System Agreement.**

Move: Dave Dobbs Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- C. Discussion and Possible Approval of the Arizona State Forestry Private Sector Office Space Lease

**Motion to approve the Arizona State Forestry Private Sector Office Space Lease.**

Move: Gayle Pickett Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- D. Discussion and Possible Action Regarding Donation of Surplus Vehicle 545 to Ash Fork Volunteer Fire Department

**Chief Rose advised the Board that this 2005 Ford F-150 with a camper shell was slated to be surplussed this year. Ashfork Fire inquired about available vehicles, and this vehicle will be a good fit.**

**Motion to approve the donation of surplus vehicle 545, a 2005 Ford F-150, to the Ash Fork Volunteer Fire Department.**

Move: Rick Anderson Second: Gayle Pickett Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- E. Discussion and Possible Action Regarding Donation of Rescue Vehicle 700 to the City

of Prescott Fire Department

**Chief Freitag stated that this 1997 Ford Van Diesel was donated to CAFMA by Sun City to help alleviate ambulance transport issues; before that, it had been donated to Sun City to alleviate their ambulance transport issues. He added that this highlights the City of Prescott's issues with ambulance transport.**

**Motion to approve the donation of Rescue Vehicle 700, a 1997 Ford Van, to the City of Prescott Fire Department.**

Move: Rick Anderson Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- F. Discussion and Possible Adoption of the 2017 Yavapai County Community Health Assessment as a Needs Assessment for CAFMA's Certificate of Necessity Application

**Chief Freitag stated that adoption was not required as part of the CON application; however, the Bureau of EMS has now stated that this Board needs to approve the third-party needs assessments that were included in our application.**

**Motion to adopt the 2017 Yavapai County Community Health Assessment, as prepared by an independent third party.**

Move: Rick Anderson Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- G. Discussion and Possible Adoption of the Yavapai Regional Medical Center 2019 Community Health Needs Assessment as a Needs Assessment for CAFMA's Certificate of Necessity Application

**Motion to adopt the Yavapai Regional Medical Center 2019 Community Health Needs Assessment, as prepared by an independent third party.**

Move: Gayle Pickett Second: Rick Anderson Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

- H. Discussion and Possible Approval of the Budget Development Schedule

**Chief Tharp explained that the annual budget schedule gives the Board an overall view of the budget process in order to meet obligations set forth by the County and the State. He also noted that there will be a Budget Work Study scheduled in the beginning of April 2023.**

**Motion to approve the Budget Development Schedule.**

Move: Rick Anderson Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

A. Discussion and Possible Action Regarding Priority Ambulance Service Contract

**Chief Freitag reminded the Board that if approved, this contract will go back to Priority Ambulance, then to the Bureau of EMS for their review. Once there is a final, it will come back to the Board to be approved again.**

**Motion to approve the Priority Ambulance Service Contract with discussed changes.**

Move: Gayle Pickett Second: Dave Dobbs Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett

B. Discussion and Possible Action Regarding AMR Communications

**Chair Zurcher directed Attorney Cornelius to proceed with obtaining outside counsel.**

11. ADJOURNMENT

**Motion to adjourn at 6:09 p.m.**

Move: Rick Anderson Second: Gayle Pickett Status: Passed

Yes: Dave Dobbs, Matt Zurcher, Rick Anderson, Gayle Pickett