

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
Regular Meeting
Monday, January 23, 2023, 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; Lorette Stewart;
Matt Zurcher; Rick Anderson; Susanne Dixson

Remote Attendance

Nicolas Cornelius; Scott A Freitag

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. CORRESPONDENCE AND PRESENTATIONS

A. Letters from the Public and Board Recognition

Chief Freitag had nothing more to add.

4. REPORTS

A. Board Member Reports

There were no Board member reports.

B. Division Reports

Chief Freitag had nothing more to add.

C. Status Report: FY 2023 Goals and Objectives

Chief Freitag alerted the Board that the formatting of the document, and therefore the look, may change for FY 2024. He added that the majority of the workload for upcoming goals and objectives falls on the Tech Services division, so additional staff members may be required.

D. Staffing Report

Chief Freitag provided a summary of the Staffing Plan created by Senior Staff; a more formal plan will be presented during next month's meeting. He noted that the plan includes 23 Operations positions and eight Non-Operations positions,

and highlighted that the Agency has lost Operations personnel to injury and just recently lost two members to Valley departments. He asserted that call volume has increased, Operations is currently understaffed, and the workload is manifesting itself in an increase in behavioral health issues.

5. CALL TO THE PUBLIC

There were no public comments.

6. CONSENT AGENDA

- A. Approve Regular Session Minutes - December 22, 2022
- B. Approve Executive Session Minutes - December 22, 2022
- C. Approve General Fund Financial Statements
- D. Approve Fire Protection Agreements: Gomez and Tayler
- E. Approve Policy Amendments: 203.1 DUI Second Chance Policy, 190 Public Records Access, 208 Support Volunteer Program, 243 Demotions, 407 Retirement and Deferred Compensation Benefits, 608 Tobacco Policy, 610 Performance Evaluations, 970 Safety - Health Maintenance

Chair Zurcher removed item 6.E., Policy Amendments, for legal review.

Director Anderson made a motion to approve the Consent Agenda items A-D. Clerk Dobbs seconded.

The motion passed unanimously.

Director Pickett made a motion to table Item E, Policy Amendments. Clerk Dobbs seconded.

The motion passed unanimously.

7. VOTE TO GO INTO EXECUTIVE SESSION

Executive Session was waived.

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding AMR Communications

8. OLD BUSINESS

- A. Discussion and Possible Action Regarding AMR Communications

Attorney Cornelius explained that he has sought third party counsel per the Board's request and will present specifics at the February meeting.

- B. Discussion and Possible Approval to Purchase Additional Traffic Preemption Devices for Intersections and Vehicles Not to Exceed \$300,000

Chief Rose reported that half of the devices for the intersections and vehicles have been purchased. The Town of Prescott Valley has approved installation, and may approve the installation of devices in ADOT's jurisdiction within Town limits; he would like to install the devices at the same time to save cost. He stated that though these will be unbudgeted funds, the monies will come from

items that the Agency was unable to purchase this year, i.e., brush truck. This purchase will complete the Opticom project.

Chair Zurcher inquired as to the Dewey-Humboldt and Chino Valley intersections. Chief Rose responded that this project will go from Main Street in Humboldt to Diamond Valley, and will cover all six Chino Valley intersections. He further reported that Staff approached the Town of Chino Valley to assist with the cost, but Chino Valley stated that they cannot afford to partner at this time.

Motion to approve the purchase of additional traffic preemption devices for intersections and vehicles not to exceed \$300,000 with the possible utilization of contingency funds.

Move: Rick Anderson Second: Dave Dobbs Status: Passed

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

9. NEW BUSINESS

A. Discussion and Possible Action to Appoint CAFMA PSPRS Local Board Chairperson

Chair Zurcher reminded the Board that he is statutorily assigned to the position and would like to continue to serve.

B. Discussion and Possible Approval of Community Relations Coordinator Job Position

Chief Freitag reported that the Agency is lacking in community engagement, especially where public education is concerned. He provided examples of potential programs, and included the Agency website as a priority. A variety of staff are handling some of the tasks, but not all, and they are not part of the employees' job descriptions; rather, all fall under "other duties as assigned." This person would also build relationships with partner agencies and attend community meetings. He stated that CAFMA is continually playing catch up, citing the Town of Prescott Valley's recent Opticom press release as an example. He added that CAFMA Staff and the Board worked hard to bring the Opticom system to the community.

Chair Zurcher asserted that he supports this decision, especially as it will positively impact accreditation.

Motion to approve the Community Relations Coordinator Job Position.

Move: Rick Anderson Second: Gayle Pickett Status: Passed

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

C. Discussion and Possible Approval of End of FY 2022 Excess General Fund Transfer of \$1,425,101 to the Capital Reserve Fund

Chief Tharp explained that this is an annual transfer request; the amount is determined after the audit is complete. These funds allow CAFMA to purchase equipment without raising the tax rate. He reported that the Capital Reserve currently sits at \$6.4 million; this will bring the total to about \$7.5 million.

Chair Zurcher inquired as to how much an organization the size of CAFMA should keep in a Capital Reserve Fund. Chief Tharp replied with \$10 million, stating that that is the Agency's goal.

Motion to approve the end of FY 2022 excess general fund transfer of \$1,425,101 to the Capital Reserve Fund.

Move: Dave Dobbs Second: Rick Anderson Status: Passed

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

10. ADJOURNMENT

Motion to adjourn at 5:23 p.m.

Move: Gayle Pickett Second: Dave Dobbs Status: Passed

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

DRAFT