

MINUTES

**Central Arizona Fire and Medical Authority
Central Arizona Fire and Medical Authority Board of Directors
CA Regular Meeting
Monday, January 22, 2024, 5:00 pm - 6:00 pm
Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive,
Prescott Valley**

In-Person Attendance

Cody Rose; Gayle Pickett; Lorette Stewart; Matt Zurcher; Rick Anderson;
Scott A Freitag; Teresa Fast

Remote Attendance

Dave Dobbs; Nicolas Cornelius; Susanne Dixon

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Arizona Fire and Medical Authority Board of Directors and the general public that the **Central Arizona Fire and Medical Authority** will hold a meeting open to the public on **Monday, January 22, 2024 at 5:00 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. Members may attend in person or via remote methods of communication.

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. Presentation, Discussion, and Acceptance of FY 2023 Audit Report as Presented by Baker Tilly

Brian Hemmerle presented the audit findings. He explained that the document before the Board today is in draft form, however he expects we will receive the final document before the end of this week. He added that the only thing that will change are the audit report dates; the audit is finalized and has been reviewed multiple times.

Mr. Hemmerle reported that there was a clean audit opinion on the financial statements, and he provided detailed information on the findings, including recommendations for correcting our process deficiencies.

Chief Freitag reminded the Board that we've been aware of the negative equity issue, however, it is due to reporting requirements. We are not actually in the negative, we are in a good financial position. He added that we now have a camera in the check-signing room, and we are really close to not having the PayPal account any longer. He also reported that the PayPal account charge from HP.com was repaid by the former Assistant Chief of Administration, as it was determined to be part of the fraud amount.

B. Letters from the Public and Board Recognition

Chair Zurcher shared that a co-worker's parent had a medical incident and that Engine 50 responded; he wanted to let the crews know that they did a phenomenal job and how appreciative he was of the crew.

Chief Freitag added that he received a text message regarding an incident where there was an accidental discharge of a firearm. The text include a picture of Engineer Russ Smith and the young patient. The patient's grandfather is the Executive Assistant Chief of Phoenix Fire and he wanted to thank our crew.

4. REPORTS

Reports are informational only. Any item articulated in the reports is subject to clarification, discussion, and direction by the Board; no action will be taken.

A. Board Member Reports

There were no board member reports given.

B. Division Reports

Chief Freitag reported that he has been accepted to the Harvard Kennedy School, previously approved by the Board and he will be attending that in June. Chair Matt Zurcher congratulated Chief Freitag.

He also shared that Administrative Specialist Denise Krizo will be back to work on January 29.

He added that we have finalized the purchase of the property on Glassford Hill Road and Santa Fe Loop, and we will be meeting next week with the City of Prescott regarding the Station 51/72 swap.

Finally, he advised the Board that we will have some of our staff attending the International Woman's Day and Luncheon hosted by the Prescott Valley Chamber.

5. CALL TO THE PUBLIC

In accordance with A.R.S. §38-431.01(H) the Central Arizona Fire and Medical Authority Board has decided to allow public comments as time permits. Those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so by completing a *Call to the Public* form and submitting it to Staff. Speakers are limited to three (3) minutes, but may submit written comments for Board records. Call to the Public shall not exceed 30 minutes per meeting. Board members shall not discuss or take legal action on matters raised during an open call to the public, but may ask Staff to review a matter or may ask that a

matter be placed on a future agenda.

There were no public comments.

6. 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 -December 18, 2023
- B. Approve General Fund Financial Statements - December 31, 2023
- C. Approve Fire Protection Agreements: Scranton
- D. Approve Policy Amendments: 222 Engineer Preliminary Promotional Probationary Requirements; 223 Captain Promotional Probationary Requirements; 224 Battalion Chief Promotional Probationary Requirements

Motion to approve the Consent Agenda.

Move: Gayle Pickett Second: Lorette Stewart Status: Passed

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 the Yount Legal Matter

8. OLD BUSINESS

- A. Discussion and Possible Action Regarding Yount Legal Matter

Attorney Cornelius reported that our attorney for this matter has filed a motion to dismiss. The plaintiff has filed a response and he also filed a motion for sanctions and to strike some of the evidence presented in our motion to dismiss. The response to that was filed today by the attorney on behalf of the Authority.

He expects that the court will consider all motions, including the motions to strike and for sanctions. He believes the Authority will be dismissed from the lawsuit.

- B. Discussion Regarding Ambulance Certificate of Necessity (CON)

Attorney Cornelius stated there are no changes at this time; our attorneys are working on the required written response and will be filing it in early March.

9. NEW BUSINESS

- A. Discussion and Possible Approval of the 2024-2027 Strategic Plan and Related Goals and Objectives

Chief Freitag stated that this process took longer than expected, so we extended it to 2027. He has also added a section titled "Wicked Problems", which addresses the challenges we are aware of, but have no power to control or change, such as fire district funding and attainable housing. We can't control those things, but we can work with community partners and different groups to

find solutions. He commented that this is a comprehensive document that we will work through over the next three years. He further explained the new measurement method of Green-Yellow-Red.

The item was tabled until the February meeting.

- B. Discussion and Possible Approval for CAFMA to Formally Recognize January as Firefighter Cancer Awareness Month

Union President Ben Roche advised the Board that January is Fire Fighter Cancer Awareness Month, and described some of the messages they have been sending out to educate the public, our agency and our members. He requested that the CAFMA Board formally adopt the proclamation, recognizing January as Firefighter Cancer Awareness Month.

Motion to approve the proclamation.

Move: Gayle Pickett Second: Rick Anderson Status: Passed

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

- C. Discussion and Possible Approval to Publish RFP for Consulting Services to Complete Community Risk Assessment and Standards of Cover for Accreditation

Chief Parra advised the Board that we are working with PFD on this and would like to have it approved tonight so we can vote on funds at the next Board meeting. We don't have a dollar amount yet.

Chief Freitag stated that this is the first time we're aware of that there has been a joint SOC completed for accreditation, and he believes it would be to our benefit to have a consultant help with this item. Chief Parra added that neither agency can do what we do without the other, and he believes this regional approach is the first.

Motion to approve.

Move: Lorette Stewart Second: Gayle Pickett Status: Passed

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

10. ADJOURNMENT

Motion to adjourn at 5:45 p.m.

Move: Gayle Pickett Second: Lorette Stewart Status: Passed

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

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

Signatures indicting approval on next page.

**Signature Page For: FOR SIGNATURE 2024 01 22 CEA Regular Minutes - Approved - Central
Arizona Fire and Medical Authority Board of Directors - CA Regular Meeting - 2/26/2024**

A handwritten signature in black ink, appearing to read 'D. Dobbs', written over a horizontal line.

Dave Dobbs , Clerk 02/27/2024