

## MINUTES

**Central Arizona Fire and Medical Authority  
Central Arizona Fire and Medical Authority Board of Directors  
CA Regular Meeting  
Monday, June 24, 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; Dave Dobbs; Denise Krizo; Gayle Pickett; Lee Barnes; Lorette Stewart; Matt Zurcher; Rick Anderson; Scott A Freitag; Susanne Dixon

### **Remote Attendance**

Nicolas Cornelius

## **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, June 24, 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 5:08 p.m.**

2. **PLEDGE OF ALLEGIANCE**

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

3. **CORRESPONDENCE AND PRESENTATIONS**

A. **County and Town Current Events Summaries**

**Council member Brenda Dickinson from the Town of Prescott Valley shared that the Town has adopted a tentative budget in the amount of \$210 million dollars. The final adoption is scheduled for June 27. Streets and sidewalks improvements are planned as well as adding parks and community areas.**

**There are six (6) candidates running for four (4) open seats on the town council. Ballots will go out on July 3, the primary will be held on July 30.**

**The town is preparing for the annual Red, White and Boom event. The event will held from 3:00 p.m. to 9:30 p.m. on July 4 and tailgating will available at the Findlay Toyota center, which opens at 2:00 p.m.**

**The Development Services Department has created a Wildlife Corridor Committee that will be working with the US Forest Service. There will be a series of open houses scheduled at a later date.**

**Although it has not yet implemented, the town is working with the Chief of the Prescott Valley Police Department to allow for police take-home vehicles.**

B. Letters from the Public and Board Recognition

**Chief Freitag highlighted the good relationship we continue to have with our law enforcement partners.**

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

**No board member reports were given.**

B. Division Reports

**Chief Freitag reported that he has just returned from a training course at the Harvard Kennedy School in Cambridge, Massachusetts. He added that the Town of Prescott Valley Town Manager has previously attended this course. Some of his classmates travelled from Ireland, Australia, Philippines, Saudi Arabia, and all over the United States; their occupations included fire chiefs and assistant fire chiefs, police captains, commanders, public works directors, human resources managers, finance managers, elected officials, and community coordinators. The courses, taught by some of the top professors from Harvard and MIT, included adaptive leadership concepts, policy theory, and policy development. He came back with a lot of tools he is already using and thanked the board for continued support.**

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 - May 23, 2024
- B. Approve Executive Session Minutes - May 23, 2024
- C. Approve General Fund Financial Statements
- D. Approve Fire Protection Agreements: Cameron, Cameron, Larsen, Miranda, Sanford,
- E. Approve Billing Services Agreement with EMSJMC
- F. Approve Health Information Exchange Participation, Services & Funding Agreement with Contexture
- G. Approve Agreement with the University of Arizona, Global Campus, to Participate in their Full Tuition Grant Program

**Attorney Cornelius requested Items E, F, and G be tabled until the next meeting.**

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

Move: Gayle Pickett Second: Rick Anderson Status: Passed

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

7. PUBLIC HEARING - FISCAL YEAR 2024-2025 BUDGET

**Chair Zurcher opened the Public Hearing for the Fiscal Year 2024-2025 Budget at 5:25 p.m.**

**There were no public comments.**

**The Public Hearing was closed at 5:25 p.m.**

8. VOTE TO GO INTO EXECUTIVE SESSION

**Motion to go into Executive Session at 5:26 p.m.**

Move: Gayle Pickett Second: Rick Anderson Status: Passed

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

- A. Legal Advice Pursuant to A.R.S. §38-431-03(A)(3) Regarding Lawsuit filed by Alvin R. Yount
- B. Legal Advice Pursuant to A.R.S. § 38-431-03(A)(3) Regarding Civil Litigation Between CAFMA and AMR in Maricopa and Yavapai Counties
- C. Legal Advice Pursuant to A.R.S. § 38-431-03(A)(3) Regarding CAFMA Complaint Against PSCS
- D. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Potential Improper Disclosure of Authority Confidential Information
- E. Legal Advice Pursuant to A.R.S. §38-431.03(A)(1) Regarding Fire Chief's Evaluation
- F. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Cease and Desist Order Received by Fire Chief
- G. Legal Advice Pursuant to A.R.S. §38-431-03(A)(3) Regarding Alleged Grievance

- H. Legal Advice Pursuant to A.R.S. §38-431-03(A)(3) Regarding Receipt of Anonymous Correspondence Addressed to Board Members
- I. Legal Advice Pursuant to A.R.S. §38-431-03(A)(3) Regarding IAFF Cease and Desist Demand Letter

9. OLD BUSINESS

**Open meeting reconvened at 6:26 p.m.**

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

**Chief Freitag stated that we have the official paper for our CON now, Chiefs' Niemynski and Barnes are working on the specifics of the program.**

**Chief Feddema advised the Board that Engineer Shaun Jones was assigned to work with the EMS Division on the staffing plan. Once the plan was drafted, it was sent to Labor for review and input. We also met with battalion chiefs to discuss and receive input from them as well as the captains directly affected by the plan (with ambulances at their station). To this point, there has been no input back from Labor, but we have received some input from individuals. It has been reviewed and will be continually reviewed and evaluated. Staffing will most likely start in late August and it will be a bid process to fill six (6) positions.**

**Chief Freitag clarified that he gave two (2) specific requirements for the staffing plan, but did not participate in the development of the plan. Those requirements were that we would run ALS ambulances 24/7, and that the plan included rotating members so we don't create morale issues.**

- B. Discussion and Possible Action Regarding Potential Improper Disclosure of Authority Confidential Information

**Chair Zurcher directed Attorney Cornelius to hire outside counsel and a third-party investigator in relation to this item and matters concerning Items 10-I, 10-J and 10-L.**

10. NEW BUSINESS

- A. Discussion and Possible Approval of Resolution 2024-02 and FY 2024-2025 Final Budget in the amount of \$47,098,338 and 3-Year Projection

**Chief Freitag said that there have been no changes made to the budget, it is the same as presented at the last meeting.**

**Motion to approve Resolution 2024-02 and Fiscal Year 2024-2025 Budget in the amount of \$47,098,338.**

Move: Rick Anderson Second: Gayle Pickett Status: Passed

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

- B. Discussion and Possible Approval of Central Arizona Fire and Medical Authority Fiscal Certification for Fiscal Year Budget 2024-2025

**Chief Freitag explained that this is a standard form stating that the budget is**

**balanced and all monies collected do not exceed the projected expenses.**

**Motion to approve Fiscal Year 2024-2025 Fiscal Certification.**

Move: Lorette Stewart Second: Rick Anderson Status: Passed

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

- C. Discussion and Possible Approval of Resolution 2024-03 Assignment of Equity for Fiscal Year 2025

**Chief Freitag stated this document certifies that both Chino Valley Fire and Central Yavapai Districts have approved the division of equity.**

**Motion to approve Resolution 2024-03 Assignment of Equity for Fiscal Year 2025.**

Move: Rick Anderson Second: Gayle Pickett Status: Passed

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

- D. Discussion and Possible Approval of 100% of Vacation and Sick Leave Retirement Distributions be Placed into Employee's Post Employment Health Plan (PEHP) for FY 2024-2025

**Chief Barnes said every year a resolution that dictates where potential retirees can place sick leave and vacation payout is presented. This year it was unanimously voted to place the distributions into the Post Employment Health Plan (PEHP).**

**Motion to approve 100% of Vacation and Sick Leave distributions be placed in employee's PEHP for Fiscal Year 2024-2025.**

Move: Gayle Pickett Second: Lorette Stewart Status: Passed

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

- E. Discussion and Possible Approval of Resolution 2024-04 Public Safety Personnel Retirement System (PSPRS) Pension Funding Policy

**Chief Barnes said this form dictates how contributions will be funded to the Public Safety Personnel Retirement System (PSPRS).**

**Motion to approve Resolution 2024-04 PSPRS Pension Funding Policy.**

Move: Rick Anderson Second: Lorette Stewart Status: Passed

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

- F. Discussion and Possible Approval to Purchase Two (2) Lifepak 15 Heart Monitors in the Amount of \$87,966.82

**Chief Niemynski explained that this is a line item in our budget, and stated that we are applying for grants to help with the cost. We currently have 20 units; there is a 10-year replacement plan in place, and we try to replace two per year.**

**Chief Rose added that we budgeted \$80,000, the cost increased and we need to approve the overage.**

**Motion to approve purchase of two (2) Lifepak 15 heart monitors in the amount of \$87,966.82.**

Move: Rick Anderson Second: Lorette Stewart Status: Passed

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

- G. Discussion and Possible Approval of IGA Between CAFMA and the City of Prescott for Radio Infrastructure Services

**Chief Rose stated that we've been working with PRCC and the City of Prescott for some time. They have had some significant outages, and call our tech services to assist, even though we are not attached to those towers.**

**He added that the dollar amount on the contract covers the cost of hiring an employee and a vehicle. Prescott Police Department radios are on our network temporarily, with the intention of moving them back once their system is reliable.**

**Motion to approve Radio Infrastructure Services IGA with the City of Prescott.**

Move: Rick Anderson Second: Dave Dobbs Status: Passed

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

- H. Discussion and Possible Action Regarding Fire Chief's Evaluation

**Chair Zurcher tabled this item until next month.**

Move: Second: Status: Tabled

- I. Discussion and Possible Action Regarding Cease and Desist Order Received by Fire Chief

**Addressed in Item 9-B.**

- J. Discussion and Possible Action Regarding Alleged Grievance

**Addressed in Item 9-B.**

- K. Discussion and Possible Action Regarding Receipt of Anonymous Correspondence Addressed to Board Members

**Chief Freitag stated that this letter was received here with no signature, no return address, and appeared to be a complaint regarding his attendance at the Harvard program. He added that attending this program was included and approved in his contract.**

**Chair Zurcher added that it was not a misuse of funds, he is very familiar with the program and is proud of Chief Freitag for attending this prestigious program.**

**Director Anderson commented that this type of item comes before the board for discussion and decisions, and added that citizens are allowed and welcomed to ask questions. He stated that this should be done by attending a meeting and speaking at the Call to the Public portion of the meeting; if someone is not able to attend, please sign your name to correspondence addressed to the board.**

**Chair Zurcher concluded that there is an open invitation to all staff and employees to address the board at the Call to Public portion of a meeting.**

L. Discussion and Possible Action Regarding IAFF Cease and Desist Demand Letter  
**Addressed in item 9-B.**

11. ADJOURNMENT

**Motion to adjourn at 6:49 p.m.**

Move: Gayle Pickett Second: Dave Dobbs 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.