

Green Valley Fire District

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Green Valley, Arizona 85622-8222
520/625.9400

www.gvfire.org

Chuck Wunder, Fire Chief



**Green Valley Fire District Board of Directors Meeting
Headquarters/Training Center
1285 W. Camino Encanto, Green Valley, AZ
August 25, 2021, at 9:00 A.M.**

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board that attended the meeting included: Board Chair Tom Allen, Board Clerk Mrs. Nancy Schuster, Mr. Jeff Jamieson, Mr. Bill Katzel and Mrs. Sandi Richey. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Nancy Schuster led the members of the Board and staff in the Pledge of Allegiance.

CALL TO THE PUBLIC: There were no members of the public present who wished to address the Board.

CLERK'S REPORT: Board Clerk Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of July 28, 2021, and the Board Planning Meeting of August 17, 2021. Mr. Katzel made a motion to approve both sets of minutes as presented. Mrs. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mrs. Richey- Mrs. Richey advised the Pension Board did not meet for the month of July.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder started the meeting by briefing the Board about the all employee meeting this past Friday. Chief Wunder stated he was able to recognize individuals for their impact and contributions to the District. Mr. Katzel wanted to recognize FF Fielden and NP Adrienne O'Brien for their outstanding work for the District. Chief Wunder introduced Mary Hatcher with the GV News and informed the Board that Miss Hatcher reports for the Government sector of the GV News.
- 2. Legislative Issues** – Chief Wunder stated there was nothing new to report.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised that Labor and Management are working on an MOU for review by the Board. This will be the first MOU for GVFD between Labor and Management. GVFD will also

be conducting a wage analysis to evaluate how competitive our wages are within the region.

4. **Administrative/Management Update** – Chief Wunder advised that Beach Flesichman completed their site visit and has collected all the needed information to complete our annual audit. He anticipates the audit being ready by the end of October.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there was nothing new to report for the month of July.
6. **Health and Wellness- NP O'Brien-** NP O'Brien presented a brief overview of her responsibilities as Health and Wellness Director. She touched on annual physicals, and employee health including mental health concerns. She outlined her responsibilities with the peer fitness team, as well as safety and OSHA compliance with North and South Battalion. The Board asked questions which were addressed during this time.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of July. There were no questions. The complete report is on file.
2. **Nurse Practitioner Response Unit/ BLS** – Chief Kosiorowski filed a written report on the NP Program and BLS classes. There were no questions, the complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of July. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshal Stiegleiter stated there was no potential fire loss for the month of July. There were no questions. The complete report is on file.
2. **Prevention Activities Report** - Fire Marshal Stiegleiter filed a written report on the inspections and activities for the month of July. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshal Stiegleiter filed a written report on the construction activities for the month of July. There were no questions. The complete report is on file.

D. COMMUNITY OUTREACH Division Chief Kosiorowski for L.T Pratt

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of July which Chief

Kosiorowski presented. There were no questions. The complete report is on file.

2. **I am G.V.F.D-** Chief Kosiorowski introduced probationary Firefighter Wolf Tubach who gave an "I am GVFD" presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **July Financial Report-** Mr. Buldra advised that for the month of July, tax-levy revenue was under budget by \$61,385.00, at \$32,903.00, budgeted at \$94,288.00 Non-tax levy revenue was over budget by \$20,817.00, at \$141,890.00, budgeted at \$121,073.00 Personnel expenses for the month were at \$715,297.00, which was under budget by \$64,653.00, budgeted at \$779,950.00. Buildings and Fleet were under budget this month by \$26,742.00.00, at \$32,164.00.00, budgeted at \$58,906.00. This month, Communications came in under budget by \$8081.00, at \$215,666.00, budgeted at \$223,746.00. Managerial came in under budget by \$26,416.00, at \$61,428.00, budgeted at \$87,843.00. For the YTD expense percentages breakdown: Personnel is the largest at 70.0%, Communications is at 21.0%, OPS is at 3.0% and Managerial is at 6.0%. The District's cash position is at \$13,551,014.00, which is up from \$ 5,003,034.00 this time last year. The District's total debt is up by approximately \$7,639,109.00. There were no questions. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Mrs. Schuster seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

- A. **Discussion and Possible Action to Move the November 24, 2021, Regular Board Meeting to November 18, 2021, at 9:00 A.M. and to Move the December 29th Regular Board Meeting to December 15, 2021, at 9:00 A.M.- Fire Chief Chuck Wunder**

Chief Wunder requested the Board meeting of November 24th and December 29th be moved to November 18th and December 15th respectively to minimize conflicts with the Thanksgiving and Christmas holiday. Mr. Katzel made a motion to reschedule the meetings as presented. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

**B. Discussion and Possible Action on Resolution 2021-12;
Annexation of the Christy Residence in Stone House-
Division Chief Kosiorowski**

Chief Kosiorowski presented a simple Annexation of the Christy residence. There were no questions. Mrs. Schuster made a motion to approve Resolution 2021-12 as it was presented. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

Future Agenda Items: None

Announcements:

September 11th Event: Saturday, September 11, 2021, at 6:45 A.M. at the Green Valley Fire District Station 151, 250 N. La Canada Dr. Green Valley, AZ 85614.

Regular Board Meeting: Wednesday, September 29, 2021, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Allen adjourned the meeting at 9:31

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District