

Green Valley Fire District

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Chuck Wunder, Fire Chief



Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W. Camino Encanto, Green Valley, AZ October 30, 2019

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 present included: Board Chair Tom Allen, Mr. Bill Katzel, Ms. Sandi Richey, Clerk Nancy Schuster, and Mr. Harry Smith. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Mr. Katzel 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: Mrs. Schuster – Mrs. Schuster presented the minutes from the Regular Meeting of September 25, 2019 for approval. Mr. Katzel made a motion to approve the minutes. Mr. Smith seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Smith - There was no meeting, therefore there was no update. Mr. Smith did announce that PSPRS recently announced they have appointed a new leader, Mr. Townsend. There were no questions.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder -

- 1. Employee/Community Recognition** – Chief Wunder thanked Engineer Corey Potter for his hard work and coordination during the coloring contest. He also thanked Chief Kosiorowski for all his preparation for the new fire engine and the recent "Push In" ceremony. He also thanked Mr. Pratt for his work during Fire Prevention month.
- 2. Legislative Issues** – While not specifically legislative, Chief Wunder mentioned that during this legislative session there is a

heavy concentration on the rules for ambulance regulations. The AZ Department of Health Services opened public comments regarding the rules for CONS, for the first time in years. The period for public comments closes Friday November 8th. Mr., Smith asked a clarifying question about who was participating in this, which Chief Wunder addressed.

- 3. GVFFA Meet & Confer Update** – Chief Wunder advised that there was no meet and confer this month.
- 4. Administrative/Management Update** – Chief Wunder advised the Board that there was nothing new in Administration this month.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder provided an update on the VECC, advising that AT&T is still working to get their issues resolved. We are hopeful for an April 1, 2020 target date.

B. OPERATIONS REPORT: Chief Kosiorowski -

- 1. Response Data** – Chief Kosiorowski reported on 1118 calls for the month of September. We responded to 373 medical calls, which equaled 38%. 669 calls were service related, equaling 60%, and GVFD responded to two fires, equaling 0%. Chief Kos advised that the OST's will wrap up their seasonal employment on October 31, 2019. He also gave an update on transports for the month, (82) as well as the destinations of those transports. Mr. Allen asked a question about emergency rooms, which Chief Kosiorowski addressed. There were no other questions. His report is on file.
- 2. Nurse Practitioner Response Unit/BLS** – Chief Kosiorowski gave a PowerPoint Presentation on the NP Program and BLS Classes. NP O'Brien saw 21 patients in September. There were 2 scheduled appointments, three CAT Wellness visits and 16 employee visits. There were 16 BLS classes held this month, for a total of 62 students. There were no questions. The complete report is on file.
- 3. Training and Communications** – Chief Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were 1370.25 logged training hours for the month of September. The training hours included Tape & Chart, Phase III DO Training, State Fire School for six employees, the 2019 PITC Safety Seminar, and the PITC Meeting. There were no questions. His report is on file.

C. Fire Prevention: Mr. Dennis Stiegleiter-

- 1. Potentials Report** – There were no potentials to report on for the month of September. There were no questions. The complete report is on file.
- 2. Prevention Activities Report** – Mr. Stiegleiter reported on the inspections and activities for the month. There were no questions. The complete report is on file.
- 3. Construction Report** – Mr. Stiegleiter gave a PowerPoint presentation and update of the current and future construction projects underway in Green Valley and Sahuarita and gave an update on the businesses that have opened or will open shortly in Green Valley and Sahuarita. There were 78 total permits issued from the Town of Sahuarita in September, with 11 of them being solar permits. There were no questions. The complete report is on file.

D. Community Outreach: - L.T. Pratt

- 1. Public Education Events-** Mr. Pratt gave a PowerPoint presentation which reported on Fire Corps activities for the month of September. Fire Corps currently has 62 active members. Mr. Pratt gave an update on volunteer hours for Fire Corps for the month of September, which totaled 621. The PowerPoint presentation touched on trends in the smoke alarm battery program, as well as lockbox installs. He then discussed the public and media events that Fire Corps assisted with in September, such as the 911 Memorial Service, the Anza Grill Fire Extinguisher Training, the Community Food Bank Hunger Walk, the GVFD Annual Coloring Contest Launch, Fall Prevention Seminars and Preschool Fire Drills. Mr. Pratt then touched on the media coverage for the month and thanked them for their support. Mr. Pratt also provided a CERT update and gave an update on SHiM hours as well. Monica Bell provided the "I am GVFD" presentation for the Board Members and those in attendance. Mr. Katzel asked a question about how many full-time Fire Corps members we have, which Mr. Pratt addressed. There were no other questions. The complete report is on file.

E. Financial Update: Gabe Buldra -

- 1. September Financial Report-** Mr. Buldra advised the Board members that the audit from Beach Fleischman is essentially complete, however we are still waiting on the actuarial reports from

PSPRS. Beach Fleischman should be in to present the complete audit report in December. For the month of September, tax levy revenue was under budget by \$10,334.00, at \$1,669,152.00, budgeted at \$1,679,489.00. Non-levy revenue was over budget by \$141,273.00, at \$235,763.00, budgeted at \$94,490.00. Ambulance and wildland collections are bringing both revenues in this category up. Personnel expenses for the month were at \$669,756.00, which was over budget by \$30,936.00, budgeted at \$638,821.00. This is due to wildland deployments. Buildings and Fleet are under budget this month by \$10,962.00, at \$49,844.00, budgeted at \$60,537.00. This month, Communications came in under budget by \$2,547.00, at \$11,493.00, budgeted at \$14,040.00. Managerial came in under budget by \$8,581.00, at \$40,351.00, budgeted at \$48,932.00. From a YTD perspective, total revenues are at \$2,212,049.00, which puts us over budget by \$109,417.00, budgeted at \$2,102,632.00. For the YTD expense percentages breakdown: Personnel is the largest at 81%, Communications is at 8%, OPS is at 5%, and Managerial is at 6%. The District's cash position is at \$3.79 million dollars, which is up from \$2.52 million this time last year. The District's total debt is down by approximately one million dollars. Ms. Schuster has a question about the cost breakdown percentage of communications vs. the other categories, which Chief Wunder and Mr. Buldra addressed. Mr. Katzel asked a question about why the personnel percentage category has moved into the 80th percentile, which Mr. Buldra addressed. There were no other questions. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mr. Smith seconded. All were in favor, and the financials were approved, (5-0).

A. OLD BUSINESS: Discussion and Possible Action on Emergency Services Contract with Caterpillar Corporation - Chief Chuck Wunder- Chief Wunder advised the Board members that this item was tabled.

NEW BUSINESS –

A. Discussion and Possible Action on AMR Subscriber Agreement- Chief Chuck Wunder- Chief Wunder presented the AMR subscriber agreement to the Board for their

approval and explained the agreement to the Board and those in attendance. Mr. Katzel made a motion to approve Resolution 2019-19 as presented. Mr. Smith seconded. All were in favor and the Resolution passed, (5-0).

B. Discussion and Possible Action on MMRS Disposal-
Chief Chuck Wunder- Chief Wunder presented the MMRS Disposal to the Board for approval. Mr. Katzel asked where the equipment will get returned to, and Chief Wunder advised the City of Tucson. Mr. Katzel made a motion to approve Resolution 2019-20 as presented. Mrs. Schuster seconded. All were in favor and the Resolution passed, (5-0).

Future Agenda Items: None


Announcements:

Regular Board Meeting: Wednesday, November 20, 2019 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

ADJOURN

There being no further business, Mr. Allen adjourned the meeting at 9:49 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District