

Green Valley Fire District

1285 West Camino Encanto
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 31, 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 (attended telephonically), 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: Tom Allen 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.

REPORTS AND CORRESPONDENCE

A. Consent Agenda- Mr. Katzel made a motion to approve all items listed on the Consent Agenda for the month of July, Mrs. Richey seconded the motion. All were in favor, and the Consent Agenda items were approved, (5-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. March Financial Report-** Mr. Buldra advised that for the month of July, tax-levy revenue was over budget by \$5,502, at \$43,627, budgeted at \$38,125. Non-tax levy revenue was over budget by \$15,942, at \$143,008, budgeted at \$127,066. Personnel expenses for the month were at \$754,810, which was under budget by \$64,814, budgeted at \$819,624. Buildings and Fleet were under this month by \$7,319, at \$52,888, budgeted at \$60,207. This month, Communications came in over budget by \$665, at \$231,588, budgeted at \$230,923. Managerial came in under budget by \$27,231, at \$69,112, budgeted at \$96,343. For the YTD

expense percentages breakdown: Personnel is the largest at 68.0%, Communications is at 21.0%, OPS is at 5.0% and Managerial is at 6.0%. The District's cash position is at \$15,489,930, which is up from \$13,552,746 this time last year. The District's total debt is down by approximately \$299,743. There were questions asked by the Board members, Gabe Buldra and Chief Wunder answered their questions accordingly. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Mrs. Richey seconded the motion. All were in favor, and the financials were approved, (5-0).

C. CHIEF'S REPORT: Chief Wunder

- 1. Employee/Community Recognition-** Chief Wunder started off by thanking Monica Bell and the James Vincent Group for their work on making the annual financial audit run smoothly. Next, Chief Wunder thanked Chief Van Alstine and Chief Rowe for coordinating the Handtevy training, all staff should be trained on this by the end of the week. Lastly, Chief Wunder thanked Engineer Tim Silva for his work on the AO and DO programs and teaching the Driver trainings.
- 2. Legislative Issues** – Chief Wunder informed that the only update is the current push to get Proposition 310 approved by the voters and cautioned staff about lobbying on behalf of the District.
- 3. GVFFA Meet & Confer Update** – Chief Wunder informed the group that Meet & Confer met and everything is running smoothly, the team continues to be focused on reviewing and updating the policy manual.
- 4. Administrative/Management Update** – Chief Wunder informed the group that the District has purchased a software called File Hold for the digitization of the District's paper records. The software has been installed and the next step will be training for administration staff. Chief Wunder also updated the group that he travelled to Dallas to probe a potential hazmat truck that will be a replacement to the current one. He will give updates as they come in. Chief Wunder also informed the group that he attended the International Fire Chief's Conference last week, and the number one topic was staffing, and the challenges associated with recruitment and retention.

D. OPERATIONS REPORT: Assistant Chief Kosiorowski

1. **Response Data-** Asst. 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** – Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of July. There were no questions, the complete report is on file.
3. **Training and Communications** – Asst. Chief Kosiorowski filed a written report on Training for the month of July. There were no questions. The complete report is on file.
4. **Bond Project Update-** Asst. Chief Kosiorowski filed a written report on the Bond Project Update for the month of July. Chief Kosiorowski informed the group that training for the new Ladder truck was almost completed. There were no questions asked.

E. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshall Stiegleiter presented on the potential fire loss for the month of July. There were no incidents for potential fire loss for the month of July. There were no questions. The complete report is on file.
2. **Prevention Activities Report** – Fire Marshall Stiegleiter filed a written report on the inspections and activities for the month of July and shared those details during the presentation. New construction and inspection data were discussed. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshall Stiegleiter filed a written report on new construction activities for the month of July and discussed updates on current construction projects, which included updates on the Quail Creek Fitness Center and the La Posada maintenance building. Questions from the Board members were asked, and Mr. Stiegleiter answered those respectfully.

F. COMMUNITY OUTREACH: 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. There were no questions. The complete report is on file.
2. **I am G.V.F.D-** Mr. Pratt introduced Administrative Support Specialist Beverlee Montoya-Ramos who gave an "I am GVFD" presentation for those in attendance.

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action to approve Resolution 2022-12 IGA for Shared Services Between Green Valley Fire District and the Drexel Heights Fire District. - Fire Chief Wunder

Chief Wunder requested from the Board, approval of Resolution 2022-12 IGA for shared services between Green Valley Fire District and the Drexel Heights Fire District. Mr. Katzel made a motion to approve Resolution 2022-12 as presented, Mr. Jamieson seconded the motion. All were in Favor, and the motion passed (5-0).

B. Discussion and Possible Action on Purchase of Three Staff Vehicles. Two Chevy 1500 and one Chevy 2500 pickup As Part of Routine Capital Replacement Not to Exceed \$150,000. - Fire Chief Wunder

Chief Wunder requested approval from the Board to purchase three staff vehicles. Two Chevy 1500 and one Chevy 2500 pickup not to exceed \$150,000. Mr. Katzel made a motion to approve the purchase as presented, Mrs. Richey seconded the motion. All were in favor, and the motion passed (5-0).

C. Discussion and Possible Action on Moving the GVFD Board of Directors Meeting Date from December 28, 2022 to December 14, 2022. - Fire Chief Wunder

Chief Wunder requested the Board meeting on December 28, 2022, be moved to December 14, 2022, respectively, to minimize conflicts with the Christmas holiday. Mr. Katzel made a motion to reschedule the meeting as presented, Mrs. Richey seconded the motion. All were in favor, and the motion passed (5-0).

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, September 28, 2022, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

Patriot Day Service: Sunday, September 11th, 2022, at 6:30 A.M. at Fire Station 151.

Push in Ceremony for the new Ladder Truck: Thursday, September 15th, 2022, at 8:30 A.M. at Station 151.

Planning Meeting: Tuesday, September 20th, 2022, at 8:30 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 9:50 a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Green Valley Fire District

