

# 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 July 31, 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:** Mrs. 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: Mrs. Schuster** – Mrs. Schuster presented the minutes from the Regular Meeting of June 26, 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. There were no questions.

### **REPORTS AND CORRESPONDENCE**

#### **A. CHIEF'S REPORT: Chief Wunder-**

- 1. Employee/Community Recognition** – Chief Wunder gave an update on the recent admin new hire Ms. Angulo, as well as the Operational Support Technicians, and advised they are all settling into their roles.
- 2. Legislative Issues** – Chief Wunder reported that PSPRS relieved the prior administrator of his role, and there is an interim in place for now. Chief Wunder also advised the Board that the actuarial numbers have not been released yet. Mr. Allen asked a question about whether PSPRS publicizes where they invest monies. Chief Wunder and Mr. Fox addressed that question.

- 3. GVFFA Meet & Confer Update** – There was no meeting this month, due to vacation schedules and low agenda items.
- 4. Administrative/Management Update** – Chief Wunder advised the Board that GVFD has been having an email server issue for the past few days, which has been posing some challenges. Chief Wunder also informed the Board about a workman's comp carrier change in July, and briefed them about a program called TAHPI, which coincided with the change. Chief Wunder also advised the Board that Management will be working with Beach Fleischman next week during our annual audit.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder provided an update on the VECC and stated there is a meeting tomorrow regarding contract updates.

## **B. OPERATIONS REPORT: Chief Kosiorowski -**

- 1. Response Data** – Chief Kosiorowski reported on 1008 calls for the month of June. We responded to 381 medical calls, which equaled 38%. 527 calls were service related, equaling 52%, and GVFD did not respond to any fires. He also gave an update on transports for the month, (99) as well as the destinations of those transports. 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 patients 44 in June. There were 22 scheduled appointments, and 19 employee visits. There were 25 BLS classes held this month, for a total of 123 students. There were no other 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 1047 logged training hours for the month of June. These hours included Tape & Chart, Genesis In-service training, GVFD Water Rescue Refreshers, Phase II DO Training, Bayada Presentations, Nozzle forward training with Tubac Fire, DHFD/GVFD Academy planning, the Southwest Trauma Conference, and the GVFD Recruit Dinner/Gear Issue. Mr. Katzel had a question about Valley Assistance and SHiM; as well as the reports showing fall data being up, which Chief Kosiorowski addressed. There were no other questions. His report is on file.

## **C. Fire Prevention: Mr. Dennis Stiegler-**

- 1. Potentials Report** – There were no potentials to report on for the month of June. 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 60 total permits issued from the Town of Sahuarita in June, with 11 of them being solar permits. Residential home permits have dropped slightly this month, with 17 permits for new construction. There were no other questions. The complete report is on file.

#### **D. Community Outreach: Mr. Pratt -**

- 1. Public Education Events-** Mr. Pratt gave a PowerPoint presentation which reported on Fire Corps activities for the month of June. Fire Corps currently has 64 active members, with two trainees. Mr. Pratt advised the OST'S picked up a great deal of shifts, assisting Fire Corps with alarms and desert pests. Mr. Pratt gave an update on volunteer hours for Fire Corps for the month of June, which totaled 501. This translated to a savings for GVFD for June of \$11,558.00. 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 June, such as school drills and safety talks, water safety drills, safety stand downs and nozzle forward training, as well as various HOA meetings and station tours. 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. There were no questions. The complete report is on file.

#### **E. Financial Update: Melissa Tomlinson -**

- 1. June Financial Report-** For the month of June, tax levy revenue was over budget by \$9,828.00, at \$78,550.00, budgeted at \$68,722.00. Non-levy revenue was under budget by \$53,878.00, at \$46,612.00, budgeted at \$100,490.00. This was due to timing on

collections. Personnel expenses for the month were at \$573,675.00, which is under budget by \$39,124.00, budgeted at \$612,799.00. Audit adjustments are accounting for these two categories being under budget. Buildings and Fleet are over budget by \$3,137.00, at \$116,999.00, budgeted at \$113,863.00. This month, Communications came in just over budget by \$5,213.00, at \$18,038.00, budgeted at \$12,825.00. Managerial came in over budget by \$2,701.00, at \$46,100.00, budgeted at \$43,399.00. From a YTD perspective, total revenues are at \$11.9 million, which puts us over budget by \$738,792.00, budgeted at \$11.2 million. For the YTD expense percentages breakdown: Personnel is the largest at 80%, Communications is at 7%, OPS is at 8%, and Managerial is at 5%. The District's cash position is at \$4.63 million dollars, which is up from \$3.52 million this time last year. Mr. Smith asked a question about wildland billing, which was addressed. The complete report is on file. There were no other questions. Mr. Katzel made a motion to accept the financials. Mr. Schuster seconded. All were in favor, and the financials were approved, (5-0).

**OLD BUSINESS:** None

**NEW BUSINESS –**

- A. Discussion and Possible Action on Approval of GVFD Resolution 2019-14; Simple Annexation of the McElroy Residence (Stonehouse)** - Division Chief Joey Kosiorowski-Chief Kosiorowski presented Resolution 2019-14 for Board approval, the simple annexation of the McElroy residence. Mr. Katzel made a motion to approve the resolution as presented. Mrs. Schuster seconded the motion. All were in favor, and the resolution passed, (5-0).
- B. Discussion and Possible Action on Approval of Resolution 2019-15; Pension Funding Policy** - Chief Chuck Wunder-Chief Wunder presented Resolution 2019-15; the pension funding policy, for Board approval. Mr. Smith posed a question about any future revisions once PSPRS becomes more stable, which Chief Wunder addressed. Mr. Smith made a motion to approve the resolution as presented. Mr. Allen seconded the motion. All were in favor, and the motion passed, (5-0).
- C. Discussion and Possible Action on Approval of Resolution 2019-16; Pima County Community College District Intergovernmental Agreement (IGA)** - Chief

Chuck Wunder- Chief Wunder presented the IGA to the Board for approval. Chief Wunder advised this is a standard renewal for paramedics to do ride-a longs and attend school with Pima. Mrs. Schuster made a motion to approve the resolution as presented. Mr. Smith seconded. All were in favor, and the motion passed, (5-0).

**Future Agenda Items:** None

**Announcements:**

**Regular Board Meeting:** Wednesday, August 28, 2019 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

**2019 Academy Graduation:** Friday, August 30, 2019 at 6:00 P.M. at the Las Campanas Recreation Center, 565 W. Belltower Dr., Green Valley, AZ.

**ADJOURN**

There being no further business, Mr. Allen adjourned the meeting at 9:43 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk  
Green Valley Fire District