

Green Valley Fire District

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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 November 20, 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. Smith 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 October 30, 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 announced Mrs. Richey would take over for Mr. Smith upon his retirement.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder -

- 1. Employee/Community Recognition** – Chief Wunder advised there was nothing new to report this month.
- 2. Legislative Issues** – Chief Wunder advised that ATRA held their annual meeting and discussed their desire to adjust the commercial assessment rate, which could potentially impact the District. No other new updates.
- 3. GVFFA Meet & Confer Update** – Chief Wunder reported that all objectives are on track and moving in a positive direction.

- 4. Administrative/Management Update** – Chief Wunder advised he is working on the budget, and has tasked Talia with looking for competitive benefit and insurance rates. Gabe Buldra and Talia Carey are working on updating and revising financial policies. There will be two upcoming retirements in January and March.
- 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. The project is moving forward with Rapid Deploy and the target remains on track for April of 2020. Mr. Allen asked if AT&T would still be involved, Chief Wunder advised they would. There were no further questions.

OPERATIONS REPORT: Chief Rowe for Chief Kosiorowski-

- 1. Response Data** – Chief Rowe reported on 1109 calls for the month of October. We responded to 453 medical calls, which equaled 41%. 578 calls were service related, equaling 52%, and GVFD responded to nine fires, equaling 1%. Chief Rowe gave an update on transports for the month, (107), as well as the destinations of those transports. Chief Rowe advised that utility truck 150 is now out of service. In addition, he advised that we had sent a Type 3 to California as standby in the Northern Death Valley area, however the crew is back. There were no questions. His report is on file.
- 2. Nurse Practitioner Response Unit/BLS** – Chief Rowe gave a PowerPoint Presentation on the NP Program and BLS Classes. NP O'Brien saw 22 patients in October. There were 6 scheduled appointments and 16 employee visits. There were 22 BLS classes held this month, for a total of 74 students. There were no questions. The complete report is on file.
- 3. Training and Communications** – Chief Rowe gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were 1373.75 logged training hours for the month of October. The training hours included Base Hospital CE and Driver Operator Initial Training. Captain Scheller advised that there are 28 students through 7 different agencies. Chief Wunder added input regarding the positive feedback and high demand with the OST program. A follow up will be provided in the Spring. There were no questions. Report is on file.

C. Fire Prevention: Mr. Dennis Stiegleiter-

- 1. Potentials Report** – There were no potentials to report on for the month of October. 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 68 total permits issued from the Town of Sahuarita in October, with 6 of them being solar permits. Chipotle had issues with hoods and electrical panels which have caused delays; issues are being addressed. Med Post Urgent Care, has ceased their plans to open. 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 October. Fire Corps currently has 61 active members. Mr. Pratt gave an update on volunteer hours for Fire Corps for the month of October, which totaled 652. 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 October, such as College/Career Day at Walden Grove High School SAV Academy Fire Extinguisher Training, GVFD Pancake Breakfast, Quail Creek Wellness Fair, White Elephant Parade, Preschool Fire Drills/Fire Safety Talks and the Coloring Contest Ride to School. Mr. Pratt then touched on the media coverage for the month. He mentioned an increase in traffic due to the snowbird season; therefore, increasing activity with vehicle accidents. In addition, he thanked Green Valley News for featuring the Pancake Breakfast and acknowledging its success in the paper. Mr. Pratt thanked Corey Potter and Firefighters who helped and supported Corey for the breakfast for Coloring Contest. Mr. Pratt also provided a CERT update and gave an update on SHIM hours as

well. There were no other questions. The complete report is on file.

E. Financial Update: Gabe Buldra -

1. October Financial Report- Mr. Buldra advised that for the month of October, tax levy revenue was over budget by \$1,269,978.00, at \$3,585,465.00, budgeted at \$2,315,487.00. Non-levy revenue was over budget by \$82,342.00, at \$176,832.00, budgeted at \$94,490.00. Ambulance and wildland collections are bringing both revenues in this category up. Personnel expenses for the month were at \$643,223.00, which was under budget by \$9,526.00, budgeted at \$652,749.00. Buildings and Fleet are over budget this month by \$6,521.00, at \$58,012.00, budgeted at \$51,491.00, advised that vehicle maintenance is a contributing factor. This month, Communications came in under budget by \$15,480.00, at \$170,128.00, budgeted at \$185,608.00. Managerial came in under budget by \$18,645.00, at \$30,287.00, budgeted at \$48,932.00. From a YTD perspective, total revenues are at \$5,954,342.00, which puts us over budget by \$1,441,734.00, budgeted at \$4,512,608.00. For the YTD expense percentages breakdown: Personnel is the largest at 78%, Communications is at 11%, OPS is at 6%, and Managerial is at 5%. The District's cash position is at \$6.9 million dollars, which is up from \$ 5.7 million dollars this time last year. The District's total debt is down by approximately one million dollars. There were no other questions. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mr. Allen seconded. All were in favor, and the financials were approved, (5-0).

NEW BUSINESS –

A. Discussion and Possible Action on Resolution 2019-21; Williams Residence Annexation (Stonehouse)-Chief Chuck Wunder-

Chief Wunder presented the simple request for Resolution 2019-21; Annexation of the Williams residence in Stonehouse as presented. Mr. Katzel made a motion to approve Resolution 2019-21 as presented. Ms. Richey seconded. All were in favor and the Resolution passed, (5-0).

B. Discussion and Possible Action on the purchase of a 2020 Dodge Ram 3500 4x2 Ambulance and Associated Equipment- Chief Chuck Wunder-

Chief Wunder requested approval for an ambulance and associated equipment purchase; this was a planned expense. Mr. Smith asked for the total cost, Chief Wunder advised the cost is anticipated at approximately \$165,000.00; however, Chief is requesting the purchase amount not to exceed \$180,000.00, to include complete outfitting of the ambulance. Mr. Katzel made a motion to approve the purchase. Mr. Smith seconded. All were in favor and the motion passed, (5-0).

C. Discussion and Possible Action on Retirement of Board Member Harry Smith- Board Chair Tom Allen.

Mr. Allen requested a motion to approve the retirement of Mr. Harry Smith. Mr. Katzel made a motion to approve the retirement. Ms. Schuster seconded. All were in favor, and the motion passed, (5-0).

D. Discussion and Possible Action on Replacement of Board Member Harry Smith on GVFD Board of Directors – Board Chair Tom Allen.

Mr. Allen requested a motion to approve the replacement of Board Member Harry Smith. Mr. Jamieson had been previously interviewed by committee during the last board member selection process. Mr. Katzel made a motion to approve the replacement. Ms. Schuster seconded. All were in favor, and the replacement member was accepted, (5-0).

E. Swearing-In of Recently Appointed Board Member- Board Clerk, Nancy Schuster. Mrs. Schuster swore in Mr. Jamieson as a newly appointed board member.

Future Agenda Items: None

Announcements:

Green Valley Fire Fighters Foundation- Manhattan Dolls:
Friday, November 22, 2019 at 7:00 P.M. at Quail Creek Clubhouse, 2055 E. Quail Crossing Blvd. Green Valley, AZ 85614.

Union Christmas Party: Saturday, December 14, 2019 from 12:00 P.M.- 4:00 P.M. at Reilly Pizza, 101 E. Pennington St. Tucson, AZ 85701.

Regular Board Meeting: Wednesday, December 18, 2019 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, Mr. Allen adjourned the meeting at 9:34 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District