

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 April 24, 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, Mrs. 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 March 27, 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: There was no update.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Kosiorowski for Chief Wunder-

- 1. Employee/Community Recognition** – Chief Kosiorowski presented a 5-year service pin to Firefighter Amy Shultz and Engineer Tim Silva and thanked them for their commitment to GVFD.
- 2. Legislative Issues** – Chief Kosiorowski reported that the legislative session has crossed over 100 days. They are working on budget reconciliation bills and are hoping to increase the budget stabilization fund in support of wildland deployments.
- 3. GVFFA Meet & Confer Update** – Chief Kosiorowski advised labor and management have been working together on the

compensation plan that is on the agenda today. Chief Kosiorowski expressed thanks to labor on behalf of Chief Wunder.

4. Administrative/Management Update – Chief Kosiorowski provided an update on Ms. Polzin's retirement, advising her last day is May 23. He also provided an update on the payroll transition to DHFD's administration, which should be in mid-May, and advised Talia is continuing to plan for additional shared services. He gave an update on a large check received from the Department of Forestry and Fire Management, which was received earlier in the week.

5. Valley Emergency Communication Center (VECC) Update – Chief Kosiorowski provided an update on the new CAD system and described some of its features. Mr. Smith asked a question about whether the radio quality would be affected, which was addressed.

B. OPERATIONS REPORT: Chief Kosiorowski -

1. Response Data – Chief Kosiorowski reported on 1022 calls for the month of March. We responded to 479 medical calls, which equaled 45%. 463 calls were service related, equaling 45%, and GVFD responded to four fires. He also gave an update on transports for the month, (119) as well as the destinations of those transports. There were no 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 49 patients in March, with three CAT wellness visits, 25 scheduled appointments, and 21 employee visits. There were 12 BLS classes held this month, for a total of 54 students. Mr. Katzel had a question about the status of the NP program, which Chief Kosiorowski addressed. 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 1916.75 logged training hours for the month of March. These hours included the MOD II Probationary Testing on C shift, Slice-RS training at DMAFB, RTF training on A Shift, Live Fire training and CAT training. There were no questions. His report is on file.

C. Fire Prevention: Mr. Dennis Stiegleiter-

1. Potentials Report – There were no fires to report on for the month of March. 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. Mr. Katzel asked a question about the boundary line for the District, which Chief Kosiorowski addressed. There were no other 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 82 total permits issued from the Town of Sahuarita in March, with 4 of them being solar permits. Residential home permits are holding steady, with 37 permits for new construction. Mrs. Schuster asked a question about the “other” category on the updated pie chart, which was addressed by Mr. Stiegleiter and Chief Kosiorowski. Mr. Katzel asked a question about key exchanges pertaining to lockboxes which was addressed by Chief Kosiorowski. 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 March. Fire Corps currently has 67 active members. Mr. Pratt gave an update on volunteer hours for Fire Corps, which totaled 787. This translated to a savings to GVFD for March of \$18,156.00. 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 March, such as the Green Valley Health Fair, the Southern Arizona Senior Games, Sahuarita HS Career Day, SAV Hazmat Training, USBP Workplace Safety Presentation, Fiesta Sahuarita, and various HOA meetings and station tours. Mr. Pratt then gave a thank you to Mr. Roger Thompson for his recent safety presentation at Tucson Border Patrol. Mr. Pratt then touched on the media coverage for the month and thanked them for their support. Mr. Pratt also provided a CERT update. Mr. Smith asked a question about Fire Corps members, which Mr. Pratt addressed. Mr. Pratt then introduced Firefighter Edgar Sawada, who brought back the highly popular “I am GVFD” presentation for those in attendance. The complete report is on file.

E. Financial Update: Gabe Buldra -

1. March Financial Report- For the month of March, tax levy revenue was under budget by \$114,076.00, at \$593,801.00, budgeted at \$707,877.00. This was under budget due to timing on collections. Non-levy revenue was over budget by \$104,342.00, at \$198,832.00, budgeted at \$94,490.00. The reason for the variance was both ambulance and wildland revenue. Personnel expenses for the month were at \$568,234.00, which were under budget by \$45,441.00, budgeted at \$613,675.00. Buildings and Fleet are over budget by \$14,922.00, at \$74,094.00, budgeted at \$59,172.00. This month, Communications came just under budget by \$5,060.00, at \$162,207.00, budgeted at \$167,267.00. Managerial came in under budget by \$8,982.00, at \$32,844.00, budgeted at \$41,826.00. From a YTD perspective, total revenues are at \$9.1 million, which puts us over budget by \$716,926.00, budgeted at \$8.3 million. For the YTD expense percentages breakdown: Personnel is the largest at 79%, Communications is at 9%, OPS is at 7%, and Managerial is at 5%. The District's cash position is at \$4.39 million dollars, which is up from \$3.03 million this time last year. The complete report is on file. Mr. Smith made a motion to accept the financials. Mr. Katzel seconded. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS: None

NEW BUSINESS -

A. Discussion and Possible Action on GVFD Resolution 2019-04; Fire Marshal IGA with Drexel Heights Fire District for Shared Services for Dennis Stiegleiter -

Division Chief Joey Kosiorowski- Chief Kosiorowski presented Resolution 2019-04 for Board approval to continue to share Fire Marshal Stiegleiter's services with DHFD. Mr. Katzel made a motion to approve the resolution as presented. Mr. Smith seconded the motion. All were in favor, and the resolution passed, (5-0).

B. Discussion and Possible Action on Approval of GVFD Resolution 2019-05; MOU with the Northwest Fire District for Multi-Agency Regional Grant - Division Chief Joey Kosiorowski- Chief Kosiorowski presented Resolution 2019-05 for Board approval. This is for a multi-agency

regional grant. 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).

C. Discussion and Possible Action on Purchase of New Staff Vehicle: 2019 Ford Van - Division Chief Joey Kosiorowski- Chief Kosiorowski presented information to the Board about what staff vehicle is being replaced, (A 2009 Nissan Armada), as well as information regarding the proposed new staff vehicle. Mr. Smith asked a question about the 2019 Ford Van's seating capacity, which Chief Kosiorowski addressed. Mr. Allen asked a question about the engine specifications, which Chief Kosiorowski also addressed. Mr. Katzel asked if the Nissan Armada had any worth towards a trade in at Jim Click, which was addressed. Katzel made a motion to approve the purchase of the new staff vehicle, not to exceed \$45,000, including outfitting and branding. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

D. Discussion and Possible Action on Modifying Financial SOG FIN 1322- Division Chief Joey Kosiorowski- Chief Kosiorowski informed the Board the reason for the request to modify the financial SOG is that routine budgeted financial expenses such as PSPRS and BCBS are routinely exceeding the current Chief's current signatory threshold of \$65,000.00. Mr. Katzel asked for clarification regarding the difference between suggested motion one and two, which Chief Kosiorowski addressed. Mrs. Schuster made a motion stating the Fire Chief is authorized to sign checks for routine, budgeted, and pre-approved expenditures up to \$75,000.00, without additional signature. Mr. Smith seconded. All were in favor, and the motion passed, (5-0).

E. Discussion and Possible Action on Proposed VECC FY 2020 Budget- Division Chief Joey Kosiorowski- Chief Kosiorowski presented the VECC FY2020 Budget to the Board for approval. Mr. Smith made a motion to approve the VECC FY2020 Budget as presented. Mr. Katzel seconded the motion. All were in favor, and the Budget was approved, (5-0).

F. Discussion and Possible Action on GVFD Resolution 2019-06; Villas at Canoa Ranch Annexation - Division Chief Joey Kosiorowski- Chief Kosiorowski presented Resolution 2019-06, regarding the simple annexation of

several properties at the Villas at Canoa Ranch. Mr. Smith asked a question about how many properties are being addressed and whether hydrants are included, which Chief Kosiorowski addressed. Mr. Katzel made a motion to approve Resolution 2019-06 as presented. Mr. Allen seconded the motion. All were in favor, and the resolution was passed (5-0).

G. Discussion and Possible Action on Proposed GVFD FY 2020 Budget- Division Chief Joey Kosiorowski- Chief Kosiorowski presented the Draft Budget for FY2020 to the Board for approval, to include the FY2020 Step Scale. He advised that Labor and Management have worked together on this, and Labor supports this compensation package. Mr. Katzel made a motion to approve the proposed Draft FY2020 Budget including the FY 2020 Step Scale as presented. Mrs. Schuster seconded this motion. All were in favor, and the budget passed, (5-0).

Future Agenda Items: None

Announcements:

GVFFA Golf Tournament: 07:00 A.M. Saturday May 18, 2019- Haven Golf Course, 110 N. Abrego Dr., Green Valley, AZ.

Regular Board Meeting: Wednesday, May 29, 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 9:51 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Green Valley Fire District