

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
January 25, 2023 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, Mr. Jeff Jamieson, Sandi Richey, and Mr. Bob Simmons. 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. Jeff Jamieson 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. Bob Simmons made a motion to approve all items listed on the Consent Agenda for the month of December, Mrs. Nancy Schuster seconded the motion. All were in favor, and the Consent Agenda items were approved, (5-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. December Financial Report-** Gabe Buldra presented the financial report and advised that for the month of December, tax-levy revenue was under budget by \$278,327 at \$495,506, budgeted at \$773,833. Non-tax levy revenue was over budget by \$115,241, at \$250,241, budgeted at \$135,000. Personnel expenses for the month were \$698,283, which was under by \$61,886, budgeted at \$760,169. Buildings and Fleet were over this month by \$17,916, at \$78,123, budgeted at \$60,207. This month,

Communications came in under budget by \$14,756, at \$174,622, budgeted at \$189,378. Managerial came in under budget by \$17,189, at \$33,055, budgeted at \$50,244. For the YTD expense percentages breakdown: Personnel is the largest at 76%, Communications is at 10%, OPS is at 9% and Managerial is at 5%. The District's cash position is at \$18,839,907, which is up from \$16,276,263 this time last year. The District's total debt is down by approximately \$615,137. There were no questions asked from the Board members. Mr. Jamieson made a motion to approve the financials as presented. Mrs. Schuster 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 presented Captain Phil Comaduran with his 20-year service pin. He thanked Captain Comaduran for his tenure with GVFD.
2. **Legislative Issues** – Chief Wunder discussed to the group some information regarding legislative issues currently in discussion and will update any news when available.
3. **GVFFA Meet & Confer Update** – Chief Wunder informed the group that there was no meeting in the month of December for Meet & Confer.
4. **Administrative/Management Update** – Chief Wunder informed that the tax levy information was received and GVFD saw a 5.1% increase from the previous year. Next, Chief Wunder informed that he attended the AFDA conference and the top topic on the roundtable discussion was hiring and the challenges every department is facing. He noted that the budget season is starting and salaries will be something that will need to be evaluated to remain competitive in the region.

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 December. There were questions asked and Chief Kosiorowski answered those questions appropriately. 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 December. 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 December. 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 December. There were questions asked and Chief Kosiorowski answered those questions accordingly. The complete report is on file.

E. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshall Stiegleiter presented on the potential fire loss for the month of December. There were no incidents for potential fire loss for the month of December. Mr. Stiegleiter noted that for 2022 there was a total amount loss of \$758,900. There were no questions asked. 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 December 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 December. There were questions asked from the Board Members and Mr. Stiegleiter answered those questions accordingly. The complete report is on file.

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 December. Mr. Pratt also discussed the annual totals for 2022 for Fire Corp and Community Outreach. There were no questions asked. The complete report is on file.

OLD BUSINESS- None

NEW BUSINESS –

Executive Session- The Fire District may conduct an Executive Session on any agenda item(s) set forth, pursuant to A.R.S. 38-431.03(A)

1. For discussion and Consultation with the Attorney for Legal Advice Regarding the Provision of Public Safety Services.

There will be no action taken during the Executive Session.

Mr. Simmons made a motion to move into Executive Session for discussion and Consultation with the Attorney for legal advice regarding the provision of Public Safety Services. Mrs. Schuster seconded the motion. All were in favor, (5-0). The regular board meeting went into recess, for an executive session at 9:54 a.m.

The Regular Board Meeting was reconvened at 10:36 a.m.

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, February 22, 2023, 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, Board Chair Allen adjourned the meeting at 10:37 a.m.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Nancy Schuster", is written over a horizontal line.

Nancy Schuster, Board Clerk

Green Valley Fire District