

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 December 15, 2021, 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, 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: 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: Board Clerk Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of November 18, 2021. Mr. Katzel made a motion to approve both sets of minutes as presented. Mrs. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Jamieson- Mr. Jamieson advised the Pension Board did not meet for the month of November.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder started the meeting with a good Christmas story, stating back in October a gentlemen collapsed in cardiac arrest and the crews responded and took care of him. Their efforts not only resulted in saving the man's life but contributed significantly to the quality of life he has today. He awarded Captain Lytle, Captain Valencia, Engineer Merrill, Engineer Hoyer, Firefighter Bret, Firefighter Tucker, and Firefighter Tubach with the District's Life Saving Award as well as the Fire Chief's Coin of Excellence. Chief Wunder presented the Board with 20-year anniversary Christmas ornaments which were made by one of GVFD's retirees.

Prior to the remainder of his report, Chief Wunder asked Mr. Allen to provide an overview of the Strategic Planning Meetings to the other Board Members. Mr. Allen provided a brief overview of the Strategic Planning

Meetings that have occurred and asked if there were any questions. There were no questions.

2. **Legislative Issues** – Chief Wunder stated there was nothing new to report for legislation.
3. **GVFFA Meet & Confer Update** – Chief Wunder noted they did not meet for the month of December.
4. **Administrative/Management Update** – Chief Wunder stated the applications for the front desk position will close on December 17, 2021. He did want to make note to the Board that the Headquarters building will be closed the last week of the year. Chief Kosiorowski noted he is still working with the architects for the Station 152 project and working out prices and costs due to inflation.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there was nothing new to report with VECC.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of November. There were no questions. The complete report is on file.
2. **Nurse Practitioner Response Unit/ BLS** – Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of November. There were no questions, the complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of November. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Inspector Roger Thompson for Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Inspector Roger Thompson stated there was no incident for potential fire loss for the month of November. There were no questions. The complete report is on file.
2. **Prevention Activities Report** - Fire Marshal Stiegleiter filed a written report on the inspections and activities for the month of November which Mr. Thompson presented and shared these details during the presentation. New construction, inspection data, and permits were all discussed. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshal Stiegleiter filed a written report on the construction activities for the month of November which Mr. Thompson presented. There were no questions. The complete report is on file.

D. 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 November. There were no questions. The complete report is on file.
- 2. I am G.V.F.D-** Mr. Pratt introduced Firefighter Thomas Crumpacker who gave an "I am GVFD" presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

- 1. November Financial Report-** Mr. Buldra advised that for the month of November, tax-levy revenue was under budget by \$647,191.00, at \$1,230,157.28, budgeted at \$1,877,348.00 Non-tax levy revenue was over budget by \$67,477.00, at \$175,550.00, budgeted at \$108,073.00 Personnel expenses for the month were at \$670,584.00, which was under budget by \$25,654.00, budgeted at \$696,239.00. Buildings and Fleet were under budget this month by \$33,113.00, at \$25,792.94, budgeted at \$58,906.00. This month, Communications came in under budget by \$1,226.00, at \$24,654.00, budgeted at \$25,880.00. Managerial came in under budget by \$6,913.00, at \$61,119.17, budgeted at \$68,032.00. For the YTD expense percentages breakdown: Personnel is the largest at 81.0%, Communications is at 10.0%, OPS is at 4.0% and Managerial is at 5.0%. The District's cash position is at \$16,567,507.00, which is up from \$ 7,779,819.00 this time last year. The District's total debt is up by approximately \$7,767,821.00. There were no questions. The complete report is on file. Mr. Katzel 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).

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action Regarding Board Officer Positions. - Chairperson, Tom Allen

Per Board Bylaws, annual Board positions need to be reviewed and appointed. Mr. Allen asked for a motion for a new Board Chair. Mrs. Schuster made a motion to nominate Tom Allen as Chairperson. Mr. Katzel seconded the motion. All were in favor and the motion passed, (5-0). Mr. Allen asked for a motion for a new Board Clerk. Tom Allen made a motion to nominate Mrs. Schuster as Board Clerk. Mrs. Richey seconded the motion. All were in favor and the motion passed, (5-0).

I. Study Session –

A. Presentation and Discussion on Possible Memo of Understanding (MOU) between GVFFA and GVFD- GVFFA

Thomas Beckel presented a PowerPoint presentation about the Memo of Understanding between GVFFA and GVFD. Mr. Beckel briefly touched on topics that would be included in the MOU such as minimum staffing levels, pay, step scale, benefits, and working conditions. Mr. Beckel wanted to make note that the MOU that is planned does rely heavily on the Policy Manual that is already in place. Chief Wunder wanted to inform the Board that they will get a copy of the MOU before anything is voted on, and the Board will be involved in the making of the MOU. Various questions were asked by the Board which Mr. Beckel and Chief Wunder addressed. The complete report is on file.

B. Presentation and Discussion on Wage Analysis- GVFFA

Sean Rickard presented a PowerPoint presentation to the Board about the wage analysis that was done between GVFD and various Districts around the state. Chief Wunder and GVFFA's focus will be on Engineers and Paramedics and how they compared to statewide and local Fire Districts. A few of the Stations they focused on were Tucson Fire, Northwest Fire, and Golder Ranch. Mr. Rickard noted that GVFFA has three top priorities; adjust Engineer pay, provide additional Paramedic pay and increase holiday pay. Various questions were asked by the Board which Mr. Rickard and Chief Wunder addressed. The complete report is on file.

Future Agenda Items: None

Announcements:

AFDA Winter Conference: Thursday and Friday, January 20 and 21, 2022 at Casino Del Sol Tucson, AZ

Regular Board Meeting: Wednesday, January 26, 2021, 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 10:10 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District