

Green Valley Fire District

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Green Valley, Arizona 85622-8222
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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
October 28, 2020 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: 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 or logged in to the meeting who wished to address the Board.

CLERK'S REPORT: Board Clerk Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of September 30, 2020 for approval. Mr. Katzel made a motion to approve the minutes as presented. Board Chair Allen seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mrs. Richey- Mrs. Richey advised there was a meeting on October 1, 2020 to approve Probationary Firefighters Fielden and Tubach into the PSPRS system.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder introduced Probationary Firefighter Wolf Tubach, who was in attendance, to the Board.
- 2. Legislative Issues** – Chief Wunder stated that AFDA has started working on their legislative agenda for next year and that it will look very similar to last year's agenda. The AFDA Board is waiting for election results to see what will unfold. It is unknown how COVID restrictions will affect lobbying for the upcoming legislative session.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised Labor presented a written list of member concerns and questions with regards to shared services and a future potential JPA. Labor also reached out to two different Districts to get their perspectives on shared services and JPA's.

4. **Administrative/Management Update** – Chief Wunder advised that there will be an update to the Board book coming soon. Chief Wunder stated that the North Battalion has hired a new HR representative and they will be starting in a couple weeks. Board Chair Allen asked where she will be housed, Chief Wunder stated she will be stationed at the North Battalion office. Chief Wunder addressed that Pima County Fire Departments received a regional grant from FEMA for 3 Million dollars which will fund new radios for both North and South Battalion. Chief Wunder then went on to discuss the planning meeting scheduled for November 10, 2020 in which GVFD will canvas the Bond and Election results. During that meeting the Board will need to discuss assignment of the Board Chair and Board Clerk seats to be effective the 1st of December.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder advised there would be a meeting this afternoon to discuss Rapid Deploy progress with the VECC Center Manager Fortner and Chief's Chappell, Crouse and Kosiorowski.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of September. Mrs. Richey, Board Chair Allen and Mr. Katzel had questions about how the categories for interfacility transports are defined, which Chief Kosiorowski addressed. There was a general discussion about Wildland deployments. There were no further 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 stating the District has not opened for public classes and has only done one class for firefighters in need of training. Chief Kosiorowski stated there will be more CPR trainings in the coming months for inhouse firefighters. Board Chair Allen asked where the Nurse Practitioner is stationed which Chief Kosiorowski addressed. There were no further questions. The complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of September. Board Chair Allen asked a question about the forceable entry training door which Chief Kosiorowski addressed. There were no further questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter-

1. **Potentials Report** – Fire Marshal Stiegleiter filed a written report on the potential fire losses for the month of September. There were no questions, the complete report is on file.

2. **Prevention Activities Report** - Fire Marshal Stiegler filed a written report on the inspections and activities for the month of September. Fire Marshal Stiegler stated both North and South Battalion have been working together to complete both inspections and re-inspections on local businesses. Board Chair Allen asked if the back logged inspections were caught up, which Fire Marshal Stiegler stated they will continue to address next month. Chief Wunder stated he would like to thank the Inspection team for all their efforts and hard work. There were no further questions. The complete report is on file.
3. **Construction Report** – Fire Marshal Stiegler filed a written report on the construction activities for the month of September. 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 September. Mr. Pratt went into detail about the photos he presented. Mr. Pratt added that there are 65 active members of the Fire Corps. There was no CERT meeting for the month. There were no questions. The complete report is on file.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **August Financial Report-** Mr. Buldra advised that for the month of September, tax levy revenue was under budget by \$11,723.00, at \$1,762,206.00, budgeted at \$1,773,929.00. Non-tax levy revenue was over budget by \$39,669.00, at \$134,158.00, budgeted at \$94,490.00. Personnel expenses for the month were at \$696,362.00, which was over budget by \$34,632.00, budgeted at \$661,730.00. Buildings and Fleet are under budget this month by \$4,336.00, at \$53,521.00, budgeted at \$57,857.00. This month, Communications came in over budget by \$1,835.00, at \$180,618.00, budgeted at \$178,783.00. Managerial came in under budget by \$13,355.00, at \$30,316.00, budgeted at \$43,671.00. From a YTD perspective, total revenues are at \$2,356,073.00, which puts us over budget by \$139,651.00, budgeted at \$2,216,422.00. For the YTD expense percentages breakdown: Personnel is the largest at 75.28%, Communications is at 14.17%, OPS is at 5.57%, and Managerial is at 4.98%. The District's cash position is at \$5.6 million dollars, which is up from \$ 3.8 million dollars this time last year. The District's total debt is down by approximately one million dollars. There were no questions. The complete report is on file. Board member Bill Katzel made a motion to accept the financials and Mr. Jamieson seconded the motion. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible Action on Approval of District Audit Presentation – Beach Fleischman, PC –Mrs. Lydia Hunter

Mrs. Hunter attended remotely and presented the audit presentation to the Board. Mrs. Hunter advised there were no difficulties working with management or district staff and thanked everyone for their cooperation. The district's audit complied with GASB standards. Beach Fleischman provide GVFD with an unmodified, clean opinion which is the highest rating GVFD could have received. Mrs. Hunter then went into specifics on each section of the presentation and gave a breakdown on internal controls. Mr. Katzel asked a question about the unfunded PSPRS liability over the long-time amortization period which Chief Wunder addressed. There were no further questions. Mr. Katzel made a motion to accept the District audit presentation as it was presented. Mr. Allen seconded the motion. All were in favor, and the motion passed, (5-0).

B. Discussion and Possible Action on the Purchase of a new Rosenbauer FX Commercial Pumper- Chief Wunder

Chief Wunder requested the Board to table this action item until the next meeting.

C. Discussion and Possible Action on District Fee Schedule- Chief Wunder

Chief Wunder presented the revised District fee schedule to the Board. GVFD's revised fee schedule provides more detail with regards to the prevention fees, and is consistent with the North Battalion's pricing. Mr. Katzel posed a question about when GVFD would bill for District staff that are listed on the schedule, which Chief Wunder addressed. There were no further questions. Mr. Katzel made a motion to accept the District fee schedule as it was presented. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

D. Discussion and Possible Action on Resolution 2020-13; Annexation of the Winegarden Residence in Stone House- Division Chief Kosiorowski

Chief Kosiorowski presented a simple Annexation of the Winegarden residence, which is under construction, to the Board. There were no further questions. Mr. Katzel made a motion to approve Resolution 2020-13 as it was presented. Mr. Jamieson seconded the motion. All were in favor, and the motion passed, (5-0).

E. Discussion and Possible Action on Moving the GVFD Board of Directors Meeting Date from December 30, 2020 to December 16, 2020 - Chief Wunder

Chief Wunder requested the Board meeting be moved from December 30, 2020 to December 16, 2020 to accommodate the Christmas holiday closure. There were no questions. Mr. Katzel made a motion to approve the rescheduling of the meeting to December 16, 2020 as it was presented. Board Clerk Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

Future Agenda Items:

Discussion and Possible Action on the Purchase of a new Rosenbauer FX Commercial Pumper- Chief Wunder

Announcements:

Special Board Meeting: Wednesday, November 18, 2020 at 8:30 A.M at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

Regular Board Meeting: Wednesday, November 25, 2020 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 10:09 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District