

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
January 26, 2022, 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. Richey 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 December 15, 2021. Mr. Katzel made a motion to approve the 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 in the month of December.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder started the meeting off by thanking the crews these past couple of weeks. They have all stepped up to meet staffing shortages and have gone above and beyond to handle the workload. Chief Wunder noted that back in August the District had brought on 3 OSTs to the fire academy, and he was proud to announce that two of them, Colin Fanning and Baxter Robbins, have passed all their exams at Pima Community College and are officially Probationary Firefighters. Chief Wunder wanted to note how hard both have worked these past couple of months both in school and with the District.
- 2. Legislative Issues** – Chief Wunder highlighted HCR 2004 and noted that it will bring funding to Fire Districts. If passed it would be a 1/10th of 1% sales tax increase that is allocated to Fire Districts, which could total up to one million in revenue every year.

3. **GVFFA Meet & Confer Update** – Chief Wunder noted that Meet and Confer will be advancing with the MOU initiative as well as possible salary adjustments, in addition there will be a change in leadership within Meet and Confer. Josh Dyer will be taking over for Amy Schultz and Brittany McKinney will be taking over for Mike Hoyer.
4. **Administrative/Management Update** – Chief Wunder stated there will be a new employee starting Monday for the Administrative Support Specialist II position. He added that open enrollment will be starting in April, and that the District is still waiting on numbers from the insurance companies to determine if an insurance change will occur.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder and Chief Kosiorowski noted that the new station alerting software should be going live soon. Chief Kosiorowski stated they are waiting on a couple pieces of equipment but are excited for this change.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of December as well as end of year data. 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 December as well as end of year data. 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 December as well as end of year data. Chief Kosiorowski added that the Station 152 Bond project is slowly progressing. CORE construction plans on coming in soon for an introduction. They are starting to work on pricing for the station. The Station 153 Bond project is slowly coming along as well. Chief Kosiorowski stated they have pricing for the exhaust system, and transformer but the fencing pricing came in over budget. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshal Stiegleiter stated there was no incident for potential fire loss for the month of December. 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 December 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 December. 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 December as well as the annual report for Community Outreach. There were no questions. The complete report is on file.
2. **I am G.V.F.D-** Mr. Pratt introduced Firefighter Aaron Carranza who gave an “I am GVFD” presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **December Financial Report-** Mr. Buldra advised that for the month of December, tax-levy revenue was under budget by \$112,738.00, at \$654,376.00, budgeted at \$767,114.00. Non-tax levy revenue was over budget by \$102,386.00, at \$210,560.00, budgeted at \$108,174.00. Personnel expenses for the month were at \$717,427.00, which was under budget by \$84,347.00, budgeted at \$801,774.00. Buildings and Fleet were under budget this month by \$33,483.00, at \$45,825, budgeted at \$79,308.00. This month, Communications came in under budget by \$4,365.00, at \$8,515.00, budgeted at \$12,880.00. Managerial came in over budget by \$11,748.00, at \$60,780.00, budgeted at \$49,032.00. For the YTD expense percentages breakdown: Personnel is the largest at 82.0%, Communications is at 8.0%, OPS is at 4.0% and Managerial is at 6.0%. The District’s cash position is at \$16,275,819.00, which is up from \$ 7,281,058.00 this time last year. The District’s total debt is up by approximately \$8,259,620.00. There were no questions. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Mrs. Richey 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 Resolution 2022-01; Annexation of the Constable Residence in Stone House-Division Chief Kosiorowski

Chief Kosiorowski presented a simple Annexation of the Constable residence in Stone House. There were no questions. Mr. Katzel

made a motion to approve Resolution 2022-01 as it was presented. Mr. Jamieson seconded the motion. All were in favor, and the motion passed, (5-0).

B. Discussion and Possible Action on Resolution 2022-02; Annexation of the Constable Residence in Stone House-Division Chief Kosiorowski

Chief Kosiorowski presented a simple Annexation of the Constable residence in Stone House. There were no questions. Mr. Katzel made a motion to approve Resolution 2022-02 as it was presented. Mrs. Richey seconded the motion. All were in favor, and the motion passed, (5-0).

C. Discussion and Possible Action on Job Description for Human Resource Coordinator- Fire Chief Chuck Wunder

Chief Wunder presented the job description for Human Resources Coordinator. Mr. Katzel made a motion to approve the job description for Human Resources Coordinator. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

Future Agenda Items: None

Announcements:

Board Planning Meeting: Thursday, February 10, 2022, 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, February 23, 2022, 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 10:11 A.M.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Green Valley Fire District

