

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
June 29, 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: Tom Allen 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 Nancy Schuster – Board Clerk Schuster presented the minutes from the Regular Meeting of May 25, 2022, and the Special Meeting of June 6, 2022. Mr. Katzel made a motion to approve the minutes as presented. Ms. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Jeff Jamieson- Mr. Jamieson informed that the Pension Board met in May and appointed Captain Chris Scheller on the Pension Board.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder

- 1. Employee/Community Recognition-**Chief Wunder stated that tomorrow is the last day of the fiscal year and he wanted to thank the entire staff for a successful and strong year.
- 2. Legislative Issues** – Chief Wunder discussed the TPP increment sales tax bill which will be placed on the ballot in November. He explained how this will be another added funding source for GVFD. Chief Wunder, for informational purposes talked about the Ambulance Service and Ambulance Area Bill and discussed House Bill 2609, which does not directly impact GVFD currently. Chief Wunder also informed the Board

about a Legislation bill that passed that extends DROP, the Deferred Retirement Option Plan and stated that there are still more details waiting to come out on that. Lastly, Chief Wunder discussed budget and noted that there was 13 million dollars in funding to be distributed for Worker's Compensation and separate appropriations for COVID allotted. Questions were asked by members of the Board and Chief Wunder answered those questions accordingly.

3. **GVFFA Meet & Confer Update** – Chief Wunder informed the Board that GVFFA Meet & Confer met last month and discussed the new MOU which is on today's agenda and also discussed goals and structure for the next year. The group discussed policies; all were in favor of the updates made which will be presented for approval at today's meeting. Chief Wunder noted it was a good meeting and he is happy with the group.
4. **Administrative/Management Update** –Chief Wunder thanked Monica and Beverlee for all their hard work while Madison continues to be out on maternity leave. He also informed the group that July 10th is the last day for nomination forms to be submitted for board seats. He informed the group that Mr. Allen and Mr. Katzel have already submitted their paperwork. Chief Wunder concluded by informing the Board that we are going into our last year with our contract with American Medical Response. The next meeting with AMR and GVFD management team is scheduled for the beginning of August. On the agenda, what the next steps in ambulance operations will be. Questions from the Board were asked and Chief Wunder answered those questions appropriately.
5. **Valley Emergency Communication Center (VECC) Update** –Chief Wunder stated that there were no updates for VECC for the month of May.

B. OPERATIONS REPORT: Division Chief Kosiorowski, Presented by Chief Wunder.

1. **Response Data-** Chief Kosiorowski filed a written report with response and transport data for the month of May which was presented by Fire Chief Wunder. 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 May which was presented by Chief Wunder. 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 May, which was presented by Chief Wunder. There were no questions. The complete report is on file.

C. FIRE PREVENTION: Fire Marshal Stiegleiter

1. **Potentials Report** – Fire Marshall Stiegleiter presented on the potential fire loss for the month of May. There were no potential or actual losses for May. 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 May and shared those details during the presentation. New construction and inspection data were discussed. The complete report is on file.
3. **Construction Report** – Fire Marshall Stiegleiter filed a written report on new construction activities for the month of May and discussed updates on current construction projects which included Quail Creek Fitness Center, Mario McGee's Pizza, and Eegee's. Questions were asked and answered by Fire Marshal Stiegleiter.

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 May. Mr. Pratt discussed the supplier of GVFD lockboxes is having supply issues and are unable to process orders at this time. The lockbox program is currently on hold until further notice. Mr. Pratt also informed that Kevin McNichols and team had placed 101 hydrant markers around the community last month. Questions were asked and answered by Mr. Pratt. The complete report is on file.
2. **I am G.V.F.D-** There was no "I Am G.V.F.D" presentation for this month.

E. FINANCIAL UPDATE: Gabe Buldra –

1. **May Financial Report-** Mr. Buldra advised that for the month of May, tax-levy revenue was under budget by \$628,150, at \$443,005, budgeted at \$1,071,155. Non-tax levy revenue was over budget by \$106,008, at \$236,681, budgeted at \$130,673. Personnel expenses for the month were at \$715,904, which was over budget by \$19,665, budgeted at \$696,239.

Buildings and Fleet were under budget this month by \$14,852, at \$44,054, budgeted at \$58,906. This month, Communications came in over budget by \$2,261, at \$28,141, budgeted at \$25,880. Managerial came in under budget by \$18,229, at \$30,803, budgeted at \$49,032. For the YTD expense percentages breakdown: Personnel is the largest at 83.0%, Communications is at 7.0%, OPS is at 5.0% and Managerial is at 5.0%. The District's cash position is at \$17,234,921, which is down from \$19,647,666 this time last year. The District's total debt is down by approximately \$2,246,552. Some questions from the Board members were asked and answered by Mr. Buldra. The complete report is on file. Mr. Katzel made a motion to approve the financials as presented. Ms. 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 the approval of a Memo of Understanding between the Green Valley Fire District and the Green Valley Firefighters Association Local #4125. - Fire Chief Chuck Wunder

Chief Wunder presented information regarding the MOU between GVFD and the Green Valley Firefighters Association Local #4125. He explained, this follows a presentation that was held in December 2021. He stated he was pleased with the document and the new leadership team model. Members of the Green Valley Firefighters Association Local #4125 were present. Mr. Katzel made a motion to approve the MOU between the Green Valley Fire District and the Green Valley Firefighters Association Local #4125 as presented. Ms. Richey seconded the motion. All were in favor, and the motion passed (5-0).

B. Discussion and Possible Action regarding the approval of Human Resources policies EB 103 Sick Leave, and EB 103A Earned Paid Sick Time. - Fire Chief Chuck Wunder

Chief Wunder explained to the group the reason for the updated policy. All EPST will continue to be tracked by Monica Bell. Mr. Katzel made a motion to approve Human Resources policies EB 103 Sick Leave, and EB 103A Earned Paid Sick Time and Ms. Schuster seconded the motion. All were in favor, and the motion passed (5-0).

C. Discussion and Possible action to direct the Fire Chief to cast an election ballot in the Arizona Fire District Association election. -Fire Chief Chuck Wunder

Chief Wunder stated that everyone in the election is running uncontested, he is requesting authority to cast a vote. Mr. Katzel made a motion to approve the Fire Chief to cast an election ballot in the Arizona Fire District Association Election. Ms. Richey seconded the motion. All were in favor and the motion passed, (5-0).

D. Discussion and Possible Action to approve, and Authorize Fire Chief to sign, Educational Services IGA with Pima Community College. -Fire Chief Chuck Wunder

Chief Wunder presented the IGA to the Board and explained that it was a standard agreement and fulfills obligations with Pima Community College. Mr. Katzel made a motion to approve the Fire Chief to sign the Education Services IGA with Pima Community College. Ms. Richey seconded the motion. All were in favor and the motion passed, (5-0).

E. Discussion and Possible Action on Approval of Resolution 2022-09; FY 2023 PSPRS Pension Funding Policy-Fire Chief Chuck Wunder

Chief Wunder presented Resolution 2022-09, requesting approval for the Pension Funding Policy. Questions regarding the Pension Funding Policy were asked and answered by Chief Wunder. Ms. Schuster made a motion to approve Resolution 2022-09. Mr. Jamieson seconded the motion. All were in favor, and the motion passed, (5-0).

F. Discussion and Possible Action on Resolution 2022-10; Annexation of the Grusenmeyer Residence in Stone House-Fire Chief Chuck Wunder

Chief Wunder presented a simple Annexation of the Grusenmeyer residence. There were no questions. Ms. Schuster made a motion to approve Resolution 2022-10 as presented. Mr. Katzel seconded the motion. All were in favor, and the motion passed (5-0).

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 or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that, with the exception of salary discussions, an officer, appointee, or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

A. Discussion Regarding Fire Chief's Performance Evaluation

Mr. Katzel made a motion to move into Executive Session for discussion of Fire Chief Wunder's Performance Evaluation. Ms. Shuster seconded the motion. All were in favor, (5-0). The regular board meeting went into recess for an executive session at 10:10 a.m.

The Regular Board Meeting was reconvened at 11:55 a.m.

Mrs. Schuster made a motion to increase the Fire Chief's salary to \$140,000. Mr. Katzel seconded the motion. All were in favor, and the motion passed (5-0).

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, July 27, 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 11:56 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