

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 September 29, 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. 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 August 25, 2021, and the Executive Session Meeting of September 22, 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: Mrs. Richey- Mrs. Richey advised the Pension Board did not meet for the month of August. Announcement was made that Jeff Jamieson will be taking over as the Board representative to the Pension Board.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Chief Wunder –

- 1. Employee/Community Recognition-** Chief Wunder thanked all the staff for their support with staffing related issues while we await the graduation of the academy in a couple of weeks.
- 2. Legislative Issues** – Chief Wunder stated there was nothing new to report.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised that work continues on the wage analysis and Memo of Understanding. Next meeting with GVFFA is on Friday to discuss wage analysis.
- 4. Administrative/Management Update** – Chief Wunder advised that pre-work on the strategic plan is underway. He also passed on his appreciation

to admin staff for their assistance with various projects while key personnel are out of the office.

5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated that the VECC is beginning training the first week of October on the new CAD system, with hopes of going live the third or fourth week of the month.
6. **Fire Prevention-** Fire Inspector O'Campo presented a brief overview of the prevention department and their responsibilities. He also shared this year's fire prevention month theme, "Learn the Sounds of Fire Safety," including an overview of how smoke alarms and carbon monoxide alarms work. There were no questions.

B. OPERATIONS REPORT: Division Chief Kosiorowski-

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of August. 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. 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 August. 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 only one incident for potential fire loss for the month of August. Total loss was estimated at \$2500. 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 August and shared these details during his 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 August and shared a few pictures of new construction in the District. 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 August which he presented. There were no questions. The complete report is on file.
- 2. I am G.V.F.D-** Mr. Pratt introduced Firefighter Cris Thorson who gave an "I am GVFD" presentation for those in attendance.

E. FINANCIAL UPDATE: Gabe Buldra –

- 1. August Financial Report-** Mr. Buldra advised that for the month of August, tax-levy revenue was over budget by \$29,908.00, at \$76,970.00, budgeted at \$47,062.00 Non-tax levy revenue was over budget by \$174,108.00, at \$282,181.00, budgeted at \$108,073.00 Personnel expenses for the month were at \$738,850.00, which was over budget by \$43,457.00, budgeted at \$695,393.00. Buildings and Fleet were under budget this month by \$6,172.00, at \$52,734.00.00, budgeted at \$58,906.00. This month, Communications came in under budget by \$2171.00, at \$10,709.00, budgeted at \$12,880.00. Managerial came in under budget by \$11,205.00, at \$44,327.00, budgeted at \$55,532.00. For the YTD expense percentages breakdown: Personnel is the largest at 77.0%, Communications is at 12.0%, OPS is at 5.0% and Managerial is at 6.0%. The District's cash position is at \$13,014,361.00, which is up from \$ 5,003,034.00 this time last year. The District's total debt is up by approximately \$7,663,072.00. 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 on Resolution 2021-13; a Resolution Declaring the Month of October as Fire Prevention Month in the Green Valley Fire District- Fire Chief Chuck Wunder

Chief Wunder presented Resolution 2021-13 to the Board, declaring the month of October Fire Prevention Month in the Green Valley Fire District. There were no questions. Mr. Katzel made a motion to approve Resolution 2021-13 as presented. Mrs. Schuster seconded the motion. All were in favor, and the motion passed, (5-0).

Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, October 27, 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 9:33

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District