

**Regular Board of Directors Meeting
Headquarters / Training Center
February 25, 2009**

CALL TO ORDER: Acting Chairperson Ms. Mikel Shilling called the meeting to order at 0900.

ROLL CALL/PLEDGE OF ALLEGIANCE: Members of the Board present included Acting Chairperson Ms. Mikel Shilling, Mr. Dave Appleton and Mr. Karsh's presence was acknowledged by Acting Chair Ms. Shilling. Mr. Clarke and Mr. Howell were excused. For staff and members of the public present see attached sign in sheets. Ms. Shilling asked for Mr. Appleton to lead the Pledge of Allegiance, which was done.

CALL TO THE PUBLIC: Ms. Shilling reviewed the attached notice of intention to speak form and noted that Mr. Chet Davis, Mr. David Davis and Mr. Bill Katzel requested an opportunity to address the Board. Mr. Davis presented Ms. Shilling with an award for her service to the community. Mr. Davis and Mr. Katzel made their comments and Ms. Shilling thanked all of them.

CLERK'S REPORT: Ms. Shilling presented the minutes of the Regular Board Meeting of January 28, 2009 and Mr. Appleton moved the minutes be accepted as presented, Ms. Shilling seconded and the motion passed 3-0. Ms. Shilling presented the minutes of the Special Board Budget Workshop of February 11, 2009 and Mr. Appleton moved the minutes be accepted as presented, Ms. Shilling seconded and the motion passed 3-0.

Chief Davis requested that item D under New Business be addressed out of order.

D. Donation of BBQ Trailer by Al Bernardi - Battalion Chief Chuck Wunder introduced Mr. Al Bernardi who is a friend of the Fire District and has supported the District in the past with fundraisers. Mr. Bernardi generously donated his BBQ trailer to the fire district for its future functions and BC Wunder encouraged everyone to view the trailer in the parking lot after the meeting.

CHIEF'S REPORT: Fire Chief Simon Davis

- A. Legislative Issues** - Chief Davis said that he included a 37- page report with the board books covering the prospective legislative bills that may affect Fire Districts and emergency services in one form or another. Chief Davis asked the Board to

review the report and if they have any questions about a particular bill he would be happy to answer them.

- B. Growth/Annexation Issues** - None at this time.
- C. GVFFA Meet & Confer Update** – The Chief reported that the meetings are going well.

OPERATIONS REPORTS - Assistant Chief Bill Bohling

- A. Fractiles/Response Data** – The Fractile Report for January showed the crews responded to all EMS calls within the entire District in 8 minutes or less 94% of the time, and 80% of the time within Sahuarita for January.
- B. Call/Station Summaries** – Reports on file.
- C. Fleet/Facilities Report** – Reports on file.
- D. Training/Safety Report.** – Assistant Chief Bohling presented the Training Report in a new format that offers additional specifics and noted that he and Captain Tom Louis are still fine tuning the document.
- E. Fire Corps Update** – Mr. Dave Smith, Public Information Officer for Fire Corps, recapped the Fire Corps activities for the month of January 2009.

ADMINISTRATIVE REPORTS:

- A. Financials** - Keith Vincent, Financial Manager, presented the District financial reports for the month of January. He reported that Total Actual Revenue YTD was over by \$291,131, due mostly to Wildland Fire reimbursement, unexpected grant activity, revenues from training programs and earlier than expected tax payments. Total Actual Expense YTD is under Total Budgeted Expense YTD by \$403,071 due to lower than budgeted fuel costs, planned delays in purchasing and attention to scheduling.
- B. Administrative Division Update** – Administrative Division Chief Sayre said that we have a total of 77 active Fire Protection agreements in place. ADC Sayre said that Mobile Med has cancelled our contract to provide classes under our American Heart Association (AHA) affiliated Training Center. As a result, she will now be taking on the role of Director for the Training Center with support from Laura Del Peschio, our AHA Affiliate Faculty Member. Classes will resume in March under the District.

PREVENTION/PUBLIC EDUCATION REPORTS: Deputy Fire Marshal Mark Stonestreet

- A. Potentials Report** – Report on file.
- B. Activities Report** – Report on file.

COMMUNITY ACTIVITIES

- A. Community Report** – Captain Melissa Smith said that there is no report for the month of January, but she would be presenting a full report at the next Board Meeting.
- B. CERT Update** – Mr. Kerr said that there is a CERT class of 21 graduating in March.

OLD BUSINESS - None

NEW BUSINESS

- A. Discussion and Possible Approval of Resolution 2009-1 IGA with Northwest Fire District to Pay GVFD's Pro-rated Share for the DOHS AFG to Purchase a Mobile Fire Training Simulator.** Chief Davis said the Board approved this agreement several months ago, but a formal Resolution is needed by Northwest Fire for the agreement to be executed. Seventeen Fire Districts applied to FEMA together for a joint grant to purchase a Mobile Fire Training Simulator. Each Fire District will have the trailer for a designated portion of the year. Ninety percent of the cost of the trailer has been paid for by a grant and our portion of the cost is \$9,600, which was already budgeted. Mr. Appleton moved to approve Resolution 2009-1, Ms. Shilling seconded and the motion carried 3-0.
- B. Discussion and Possible Action on Pedestrian Traffic Around Station 152 and Headquarters.** Assistant Chief Bohling said there is a marked increase in the number of civilians walking in the desert behind Headquarters and Station 152. Based on a liability issue and the fact these areas are not designed or designated as pedestrian walkways, the District and public have an increased exposure to unnecessary risk. He requested that the Board support placement of new signs in these areas advising it is not a safe pathway and encouraging the public to use the sidewalk along Camino Encanto. The Board agreed with Assistant Chief Bohling and gave support for appropriately placed signs.
- C. Discussion and Possible Action on Change to District Fee Schedule for the Use of the District Training Center and Conference Room.** The Green Valley Fire District currently charges a refundable \$25.00 fee for use of the training center and has no fee for the use of the Conference Room. To offset the cost of lights, air/heat, cleaning, shampooing/stain removal for the carpet and wear and tear on equipment, Chief Sayre asked that the Board consider changing the fee to a non-refundable \$25.00 per four-hour use of the Training Center. In addition, the Conference Room at HQ will no longer be available for public use so there is a place for the Chiefs and staff to hold meetings without notice. Mr. Appleton moved to accept the recommendation to change the fee schedule, Ms. Shilling seconded and it passed 3-0.

COMMITTEE REPORTS

- A. Local Pension Board Update** – The next pension board meeting has been proposed for March 26, 2009.
- B. Station Committee Update** – Mr. Appleton said the Committee will be putting together a list of viable contractors for Station 151 from the 200 bids that were submitted and Chief Davis said that the bids are coming in under budget. The final plans for Station 155 (Quail Creek) should be approved by the Town of Sahuarita within the next 2 weeks and Chief estimates that because of unique issues involved in the building process, Station 155 construction may end up over budget.
- C. Strategic Planning Team Update** – No Report
- D. Finance and Budgeting Update** – No Report

FUTURE AGENDA ITEMS: None

ANNOUNCEMENTS:

- Special Budget Workshop #3 - Wednesday March 11th at 0900 @ GVFD HQ/Training Center.
- Regular Board Meeting – Wednesday March 25th at 0900 @ GVFD HQ/Training Center.

ADJOURN REGULAR BOARD MEETING: Mr. Appleton moved to adjourn the meeting, with a second from Ms. Shilling. The meeting was adjourned at 0950 after a 3-0 vote.

Respectfully Submitted by:

Ms. Mikel Shilling, Board Clerk
Green Valley Fire District