

# Green Valley Fire District

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1285 West Camino Encanto  
Green Valley, Arizona 85622-8222  
520/625.9400  
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  
August 31, 2016**

**REGULAR BOARD MEETING MINUTES**

**CALL TO ORDER/ ROLL CALL:** Chair Mikel Shilling called the Regular Board Meeting to order at 0900 hours. Members of the Board present included: Chair Mrs. Mikel Shilling, Mr. Tom Allen, Mr. Harry Smith, and Mr. Bill Katzel. Mr. Bruce Howell was absent. 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 staff and Board in the Pledge of Allegiance.

**CALL TO THE PUBLIC:** None.

**CLERK'S REPORT:**

**A. Approval of Minutes** – Chief Wunder presented the Minutes for the Regular Meeting of July 27, 2016, and the Minutes of the Executive Session of July 27, 2016. He then asked for any omissions, corrections, or additions. Chief Wunder noted that there was a correction to the date listed on the Agenda and Minutes. The date should read the 27<sup>th</sup> of July not 29<sup>th</sup>. Mr. Katzel made a motion to approve the Regular Meeting Minutes of July 27<sup>th</sup> and the Executive Session Meeting Minutes of July 27<sup>th</sup>, with corrections, and the motion was seconded by Mr. Allen. There was no discussion, and all Minutes were approved, (4-0).

**B. Local Pension Board Update** – There was no pension board update.

**CHIEF'S REPORT: Fire Chief Chuck Wunder**

- 1. Employee/Community Recognition** – Chief Wunder introduced L.T. Pratt to the Board and welcomed him as the new Community Outreach Coordinator. Chief Wunder reminded the Board of the upcoming recruit graduation and promotional ceremony occurring on Friday night September 2<sup>nd</sup>.
- 2. Legislative Issues** – Chief Wunder advised that in the primary elections the night before all incumbent Sahuarita Town Council members won their primary's and will be reelected. Chief also congratulated the three incumbents board members of GVFD who ran unopposed and who will be reelected in November.
- 3. GVFFA Meet & Confer Update** – Chief Wunder stated that there was nothing new out of Meet & Confer and that discussions will be starting up about adjusting the remainder of the step system.

4. **Administrative Update** – Chief Wunder thanked the administrative staff for helping with extra work while the District is short an admin employee. He also advised that he will be working on this job posting for an administrative manager in the weeks to come.
5. **Valley Emergency Communication Center (VECC) Update** – No update.
6. **Management Update** – Chief Wunder stated that the District currently has 5 people out on injuries or illness and that he is monitoring the overtime expenses associated with this issue. This is some of the delay in hiring a new administrative position, as he wants to make sure we offset the cost of the overtime. Chief Wunder also mentioned that the District is looking at the possibility of going back to a full-time NP as they deal with scheduling issues.
7. **Financial Update** – Prior to submitting the July financials, Mr. Gabe Buldra provided an overview of last year’s finances and the successes that occurred. He also stressed that while we finished in a good financial position, we still have more financial goals we need to accomplish and that we need to continue with our conservative financial approach. Following this, Mr. Buldra presented the July Financials – Pima County Revenue was \$82,684 (\$51,804 over budget), and Non-Tax Revenue was \$52,520 (\$16,819 under budget). The District Expenses were \$616,213 (\$41,520 under budget). The report is on file.

A motion was made by Mr. Smith to accept the Financials as presented and seconded by Mr. Allen. There was no discussion, and the Financial Report was approved, (4-0).

**OPERATIONS REPORT: Division Chief Joey Kosiorowski**

1. **Fractiles/Response Data** –DC Kosiorowski reported that total call volume was 830 calls. Engine 151 had the most calls with 239 (report on file).
2. **Training and Communications** –DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Motor vehicle accident, (ii) PR Events, and (iii) New Recruit Training.

**3. COMMUNITY SERVICES REPORT: Division Chief Katie Sayre**

1. **Fire Prevention** – Dennis Stiegleiter, Fire Marshall
  - a. **Potentials Report** – The report is on file (see attached).
  - b. **Prevention Activities Report** – (see attached).
2. **Community Report** - DC Sayre went over a brief review of Fire Corps activities, FBUMS, and the Smoke Alarm Battery Replacement Program (report is on file).

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- **DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION 2016-15 A RESOLUTION TO AMMEND RESOLUTIONS 2016-09 AND 2016-10**– Chief Wunder shared with the Board that an error had occurred in the legal description provided in a previous annexation and that the Pima County Assessor’s office had caught this error after the processing of the annexation. Chief Wunder would like the board to correct these errors so the annexations don’t have any errors. Legal

council recommended the best way to accomplish this was through a Resolution. Chief Wunder requested approval of Resolution 2016-15. There was no questions and Mr. Katzel made a motion to approve Resolution 2016-15 as presented. The motion was seconded by Mr. Allen. There was no discussion, and the motion was approved, (4-0).

#### **FIRE BOARD 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). (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.

- **DISCUSSION REGARDING THE FIRE CHIEF'S PERFORMANCE APPRAISAL.**

A motion was made by Mr. Katzel to adjourn into Executive Session. The motion was seconded by Mr. Allen. Meeting was adjourned at 0939 hours.

Regular Session Meeting was reconvened at 1112 hours.

**FUTURE AGENDA ITEMS:** None.

#### **ANNOUNCEMENTS:**

**Badge Pinning Ceremony:** September 2, 2016, at 6:00 P.M. at the Las Campanas Recreation Center, 565 W Belltower Dr., Green Valley.

**Next Regular Board Meeting:** September 28, 2016 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

**ADJOURN REGULAR BOARD MEETING:** There being no further business, Mrs. Shilling adjourned the meeting as of 1115 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk  
Green Valley Fire District