

Green Valley Fire District



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**Green Valley Fire District Board of Directors Meeting
Headquarters/Training Center
1285 W Camino Encanto, Green Valley, AZ
October 29, 2014**

REGULAR 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 Ms. Mikel Shilling, Board Clerk Mr. Bruce Howell, Ms. Sandy Galvin, Mr. Bill Katzel, and Mr. Tom Allen. 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. Allen led members of the public, the staff, and the Board in the Pledge of Allegiance.

CALL TO THE PUBLIC: None.

CLERK'S REPORT:

A. Approval of Minutes – Mr. Howell presented the minutes of the Regular Meeting of September 24, 2014 and asked for any omissions, corrections, or additions. Mr. Allen pointed out a spelling error. Mr. Howell made a motion to approve the minutes with the recommended correction, which was seconded by Mr. Katzel. There was no discussion, and the Minutes were approved (5-0) as presented.

B. Local Pension Board Update – Mr. Howell stated there was nothing new to report.

CHIEF'S REPORT: Fire Chief Chuck Wunder

- 1. Employee/Community Recognition:** Chief Wunder and Chief Sayre recognized Bob Budnick, who started in 2007 and contributed 3,320 hours to Fire Corps. Bertina Lopez was also recognized for 30 years of service to Green Valley Fire District (GVFD). Chief Wunder noted as a highlight that GVFD was mentioned in the local newspaper, as well as former Board Member Dave Smith.
- 2. DISTRICT AUDIT PRESENTATION BY BEACH FLEISCHMAN, PC.** Ms. Lydia Hunter, of Beach Fleischman, PC, presented the draft results and a PowerPoint of the FY2014 Audit of the financial records of the District and entertained questions from the Board. She summarized by noting that there were no significant audit findings, and that the District is in good hands. Mr. Howell made a motion to accept the audit, and was seconded by Mr. Katzel. There was no discussion, and the audit was approved (5-0) as presented.
- 3. Legislative Issues** – Chief Wunder stated that PSPRS did release the FY-2015 Funding Report, and there will be some changes that will be coming up in the following year. Chief then introduced Mike Fox, who was able to explain what the funding would look like for the permanent benefit increase related to PSPRS.
- 4. Annexation Issues. None.**

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5. **GVFFA Meet & Confer Update** – Chief Wunder stated that the Association is very supportive of the department goals that had been set earlier in the year, and that everything is going well.
6. **Administrative Update.** Chief Wunder mentioned Mary Olson retired, and her last day was October 28, 2014. There is also a new document retention schedule called “Officials.” This will require more stringent record keeping.
7. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there is nothing new to report.
8. **Management Update** – Chief Wunder reported that there was a quarterly management meeting with the Executive Management Team where strategies were discussed to ensure completion of goals, which includes: Nurse Practitioner Program, Employee Development and Recognition, Communications, and Financial Responsibilities. Chief also mentioned that at the Tri-District meeting, the group discussed operational efficiency and strategies to improve. There will be more to come in the following months.
9. **Financial Update** – Mr. Gabe Buldra presented the October Financials – Revenue was \$1,416,506 (\$362,209 over budget), and Non-Tax Revenue was \$39,678 (\$13,597 under budget). The District Expenses were \$578,610 (\$22,406 under budget). Report on file.

A motion was made by Mr. Howell to accept the Financials as presented and seconded by Mr. Katzel. After a brief discussion, the Financial Report was approved (5-0).

OPERATIONS REPORT: Division Chief Joe Kosiorowski.

1. **Fractiles/Response Data** – DC Kosiorowski noted that District responses stand at 90% within 8 minutes or less, with a total of 248 non-emergency medical and 134 emergencies, for a total of 382 medical, on a total call volume of 865 calls. Engine 151 had the most calls of 183.
2. **Training and Communications** – DC Kosiorowski gave a PowerPoint presentation which touched upon the following: (i) birthday dinner for EL Paso Firefighter, (ii) Annual Pancake Breakfast, (iii) GVFFA Family Picnic, (iv) Continental School Fall Festival, (v) Mary Olson going away luncheon, and (vi) proficiency drills. DC Kosiorowski introduced Training Captain Jason Moore, who then had a Passport Presentation. TC Moore then recognized a few firefighters and engineers who passed the Captain Assessment program. After the recipients received their new passport books, BC Dan Modrzejewski explained the Passport program to the Board. The next Passport training course will be Dynamic Leadership, which begins Nov. 3rd.

COMMUNITY SERVICES REPORT - DC Sayre’s report, as presented on file.

1. **Fire Prevention** – Deputy Fire Marshall Mark Stonestreet
 - a. **Potentials Report** – Deputy Fire Marshall Mark Stonestreet noted his report is on file (see attached).
 - b. **Prevention Activities Report** – (see attached).
 - c. **New Construction** – There are new no projects.
2. **Public Education** – (included in DC Sayre’s report).
3. **Fire Corps Update** – (included in DC Sayre’s report).
4. **CERT Update** – (included in DC Sayre’s report).

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5. BLS Training – (included in DC Sayre’s report).

OLD BUSINESS: None.

NEW BUSINESS:

- A.** Pima County Community College District IGA – Mr. Katzel made a motion to accept the IGA and was seconded by Mr. Howell. There was no discussion, and the IGA was approved (5-0).
- B.** Statewide Mutual Aid Compact – Mr. Katzel made a motion to accept the Compact and was seconded by Ms. Galvin. There was no discussion, and the Compact was approved (5-0).

COMMITTEE REPORTS: None

FUTURE AGENDA ITEMS:

Election of Officers of the Board of Directors – November 19, 2014 Board Meeting

ANNOUNCEMENTS:

Next Regular Board Meeting: Wednesday, November 19, 2014, at 0900 hours at the Green Valley Fire District Headquarters/Training Center.

Quail Creek Pancake Breakfast: Sunday, December 7, 2014

ADJOURN REGULAR BOARD MEETING: There being no further business, Ms. Shilling adjourned the meeting as of 1000 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk

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