

# Green Valley Fire District

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Chuck Wunder, Fire Chief



## Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W Camino Encanto, Green Valley, AZ June 24, 2015

### 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, and Mr. Smith. Mr. Bill Katzel joined via telephone. Board Clerk 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. Smith led members of the public, the staff, and the Board in the Pledge of Allegiance.

**CALL TO THE PUBLIC:** Chair Shilling stated that a public member, Robert Brown, signed up to ask questions during the Budget Hearing.

#### **CLERK'S REPORT: Chair, Mikel Shilling**

**A. Approval of Minutes** – Mrs. Shilling presented the Minutes for the Regular Meeting of May 27<sup>th</sup>. She then asked for any omissions, corrections, or additions. Mr. Allen made a motion to approve the Regular Meeting Minutes with one correction, and was seconded by Mr. Smith. There was no discussion, and the Minutes were approved (4-0) with one correction.

**B. Local Pension Board Update** – None.

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

- 1. Employee/Community Recognition** - Chief Wunder recognized Engineer Z. Ruiz and Engineer J.R. Perkins for the transportation and delivery of two new trucks to the District.
- 2. Legislative Issues** – Nothing new.
- 3. GVFFA Meet & Confer Update** – Chief Wunder stated there was a regular meeting with the Association this month, and items discussed were the Meet & Confer Agreement and Employee Compensation.

4. **Administrative Update** - Chief Wunder stated that this is the time of the year when employee evaluations are underway, and the end of year fiscal projects will be wrapping up to prepare for the annual audit. Chief also stated how he is pleased with Kay Polzin for her work maintaining the record retention schedule.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there is nothing new in the VECC, and the next meeting is scheduled for July 24<sup>th</sup>.
6. **Management Update** – Chief Wunder stated the Executive staff is focused on employee evaluations, and they are hoping to complete those by the end of July. Chief also mentioned that DC Kosiorowski is close to wrapping up the Sutphen settlement and finishing this issue in its entirety. Community Service is continuing its work on filing Medicare applications for FBUMS. Last, Chief Wunder mentioned there will be an executive management team meeting scheduled after the Board Planning Retreat to address issues from the retreat and plan for next year. One significant item to deal with is the replacement of two fire prevention employees during the next fiscal year.
7. **Financial Update** – Mr. Gabe Buldra presented the May Financials – Revenue was \$984,101, (\$62,459 under budget), and Non-Tax Revenue was \$102,868, (\$22,493 over budget). The District Expenses were \$568,597, (\$53,453 under budget). The report is on file.

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

**OPERATIONS REPORT: Division Chief Joey Kosiorowski.**

1. **Fractiles/Response Data** – DC Kosiorowski noted that District responses stand at 93% within 8 minutes or less, with a total of 296 non-emergency medical and 175 emergencies, for a total of 471 medical, on a total call volume of 966 calls. Engine 151 and Engine 153 tied for the most calls with 186 calls each (report on file).
2. **Training and Communications** – DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Two New Vehicles, (ii) A Mutual Aid Structure Fire, (iii) An Acreage Fire, and (iv) A Truck Fire.
3. **“I am GVFD”** – DC Kosiorowski introduced Firefighter Bruce Turner, this month’s “I Am GVFD.” Firefighter Turner then provided the Board with an overview of his history with the Green Valley Fire District.

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

1. **Fire Prevention** – Deputy Fire Marshall, Mark Stonestreet.
  - a. **Potentials Report** – The report is on file (see attached).
  - b. **Prevention Activities Report** – (see attached).
  - c. **New Construction** – (see attached).
2. **Community Report** - DC Sayre gave a PowerPoint presentation, which touched upon the following: (i) Fire Corps Monthly Stats, (ii) FBUMS, and (iii) CERT (see attached).

## **OLD BUSINESS:**

### **FISCAL YEAR 2015-16 BUDGET:**

- A. Public Hearing of FY2016 Budget** – Chair Shilling asked for a motion to open the Public Hearing on the FY2016 Budget. Mr. Allen made a motion and was seconded by Mr. Smith. The motion was approved (4-0). Chair Shilling then allowed Mr. Robert Brown to ask questions about the perceived ramifications on the rate change, which were subsequently addressed by Chief Wunder and Mr. Buldra. Mr. Allen moved to close the Public Hearing, and Mr. Smith seconded. There was no discussion, and the motion was passed by a vote of (4-0).
- B. Ratification of FY2016 Budget** - Chief Wunder noted that there had been no changes made to the budget since the Proposed Budget was posted and that Staff is requesting approval of the FY2016 Budget as presented to the Board. There being no further discussion, a motion was made by Mr. Allen to accept the FY 2016 Budget as presented and was seconded by Mr. Katzel. There was no discussion, and the Budget was approved (4-0).

## **NEW BUSINESS:**

- A. Discussion and Possible Action on Setback Requirement Signature for Pioneer Health Group** - Chief Wunder stated that Pioneer Health Group is requesting that the Green Valley Fire District sign a setback modification request from Pima County to help facilitate additional construction on its building adjacent to Station 151. There would be no negative impact to the station. Mr. Allen made a motion to sign the modification and was seconded by Mr. Katzel. There was no discussion, and the motion was approved (4-0).
- B. Discussion and Possible Action to Approve Resolution 2015-05, a Meet and Confer Agreement between Green Valley Fire District and IAFF Local 4125** - Chief Wunder stated that the District has had a Meet and Confer Agreement in place with the International Association of Firefighters Local 4125 since 2008. This agreement is set to expire June 30, 2015. Mr. Allen made a motion to approve Resolution 2015-05 and was seconded by Mr. Katzel. There was no discussion, and the motion was approved (4-0).
- C. Discussion and Possible Action on an Advanced & Basic Life Support Term Sheet Agreement between the Green Valley Fire District and Southwest Ambulance of Tucson, INC., dba Kord's Southwest** – Chief Wunder asked the Board for this to be tabled for now. Mr. Allen made a motion to table the discussion and was seconded by Mr. Katzel. There was no discussion, and the motion was approved (4-0).
- D. Discussion and Possible Action to Authorize Fire Chief to file Certificate of Necessity Application with the Arizona Department of Health Services** - Chief Wunder stated that the District has been in discussion with Rural Metro Corp. about the possibility of obtaining a CON to operate ambulances within the District. The State of Arizona and AZDHS require

ambulance operators to hold a CON for the area in which they operate. Chief then requested that he be allowed to file an application for an ALS/BLS CON to operate the ambulances within the Green Valley Fire District. Mr. Smith made a motion to allow Chief Wunder to file an application and was seconded by Mr. Allen. There was no discussion, and the motion was approved (4-0).

- E. Discussion on Proposed Service Agreement with Freeport-McMoRan Sierrita Mine** – Chief Wunder stated that Freeport-McMoRan has approached the District to discuss a shared services arrangement. In doing so, this would help provide beneficial training to them from a training perspective, and would help with their response times. They are interested in supporting a position from the fire side, and this would not affect the budget in any way.
- F. Discussion and Possible Action on an Escrow Agreement between Green Valley Fire District and Zion’s First National Bank** – Chief Wunder stated that in March the Board of Directors approved a Capital Purchase Package to allow the District to move ahead with some capital needs. We are in process of researching and purchasing these items. The District will purchase equipment over the next six to nine months, and an escrow account is needed to hold this money and facilitate payment distribution. Mr. Smith made a motion to approve the Escrow Agreement and was seconded by Mr. Allen. There was no discussion, and the motion was approved (4-0).

**COMMITTEE REPORTS** - None

**FUTURE AGENDA ITEMS** - None

**ANNOUNCEMENTS:**

**AFDA Summer Conference:** June 26<sup>th</sup> - 27<sup>th</sup> at Loews Ventana Canyon, Tucson.

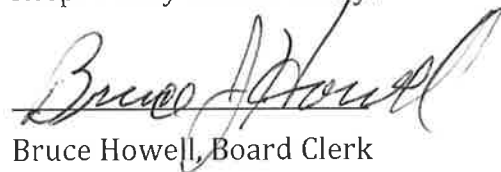
**Board Planning Retreat:** July 22<sup>nd</sup> at 8:30 A.M. at the East Social Center, S. Abrego Dr., Green Valley.

**Next Regular Board Meeting:** July 29<sup>th</sup> at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

**Promotional Ceremony:** July 29<sup>th</sup> at 10:00 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 1006 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk

Green Valley Fire District