

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
July 29, 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, Board Clerk Mr. Bruce Howell, Mr. Tom Allen, Mr. Harry Smith and Mr. Bill Katzel. 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. Howell led members of the public, the staff, and the Board in the Pledge of Allegiance.

CALL TO THE PUBLIC: None.

CLERK'S REPORT: Clerk, Bruce Howell

A. Approval of Minutes – Mr. Howell presented the minutes for the Regular Meeting of June 24, 2015. He then asked for any omissions, corrections, or additions. Mr. Smith made a motion to approve the Regular Meeting Minutes and was seconded by Mr. Katzel. There was no discussion, and the minutes were approved (5-0).

B. Local Pension Board Update – None.

CHIEF'S REPORT: Fire Chief Chuck Wunder

- 1. Employee/Community Recognition** – Chief Wunder stated that there will be a Promotion and Recognition Ceremony held after the Board Meeting this morning. He then mentioned that Green Valley News had printed a couple of articles in today's paper. One about Firefighter Anthony Taylor and the other our about smoke alarm installations being proposed by a private company.
- 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 one updated policy and one new policy. These policies are on the agenda for Board approval.

4. **Administrative Update** - Chief Wunder stated that the Admin, Office is preparing for the annual audit with Beach Fleischman, and that will commence next week.
5. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there was a VECC board meeting this month, and there were no significant actions taken. He then mentioned that PCWIN is will be re-banding all the District’s radios over the next several months.
6. **Management Update** – Chief Wunder stated that the Executive Management Team held a planning meeting this month to look at plans for the FY 2016 year. Chief stated that much of the meeting focused on the Community Services Division and its needs this year, including the replacement of three personnel in the Division.
7. **Financial Update** – Mr. Gabe Buldra presented the June Financials – Revenue was \$51,556 (\$1,089 under budget), and Non-Tax Revenue was \$79,351 (\$17,567 over budget). The District Expenses were \$805,233, (\$19,134 under budget). The report is on file.

A motion was made by Mr. Howell to accept the Financials as presented and seconded by Mr. Allen. There was no discussion, and the Financial Report was approved (5-0).

OPERATIONS REPORT: Division Chief Joey Kosiorowski.

1. **Fractiles/Response Data** – DC Kosiorowski noted that District responses stand at 88% within 8 minutes or less, with a total of 242 non-emergency medical and 137 emergencies, for a total of 379 medical, on a total call volume of 842 calls. Engine 151 had the most calls with 183 (report on file).
2. **Training and Communications** – DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) A Car through Carport, (ii) An Electrical Fire, (iii) A Single Vehicle Rollover, (iv) A Mutual Aid Bard Fire, (v) An Injured Hiker Rescue, (vi) A Palm Tree Fire, (vii) A Brush Fire, (viii) A Vacant Vehicle Accident, (ix) Engineer Academy 2015-1, and (x) FF Roush Participated in a *GoRuck* Race.
3. **“I am GVFD”** – None.

COMMUNITY SERVICES REPORT: Division Chief Katie Sayre.

1. **Fire Prevention** – Inspector Greg Hernandez.
 - 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) Lockbox Annual Report, (ii) SABP Annual Report, (iii) BLS Training Annual Report, (iv) FBUMS, and (v) SHiM Annual Report (see attached).

OLD BUSINESS:

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 stated that he has been working with Southwest Ambulance management to create a term sheet for the creation of an Advanced & Basic Life Support Transport Agreement. This Agreement would outline the contractual relationship between Green Valley Fire District and Southwest Ambulance in regards to ambulance transportation services in the Green Valley Fire District. In an effort to reach this agreement in good faith, both organizations have created this term sheet to outline future commitments with regards to the Agreement. Mr. Allen made a motion to approve the Term Sheet and was seconded by Mr. Howell. There was a small discussion, and the Term Sheet was approved (5-0).

NEW BUSINESS:

- A. Discussion and Possible Action on Multiplan Global Agreement for Billing for Cigna Healthcare** – Chief Sayre asked that this item be tabled. Mr. Howell made a motion to table the discussion and was seconded by Mr. Allen. There was no discussion, and the motion passed (5-0).
- B. Discussion and Possible Action on New Policy and Policy Update** - Proposed is a new policy, ER129, to help ensure compliance with the Pregnancy Discrimination Act. GVFD currently has a policy addressing pregnancy, but this policy is more specific and highlights other considerations as it applies to pregnant employees. The second policy request is for a revision to ER 108, Off-Duty DUI Arrest. The new revision comes at the recommendation of our insurance carrier and its risk management group, which recommends we expand this policy to include other Class “A” Violations in addition to DUI. Both policies have been reviewed by labor and management, and both groups support moving forward with the adoption of these policies. Mr. Howell made a motion to approve one new policy and update an existing with the presented modifications, and Mr. Smith seconded. There was no discussion, and the motion was approved (5-0).
- C. Discussion and Possible Action on Letter to Pima County Board of Supervisors Regarding Proposed Southeast Pima Fire and Rescue District**– Chief Wunder asked that the Board draft an opposition letter to the Pima County Board of Supervisors in regards to the creation of the Southeast Pima Fire and Rescue District. Mr. Howell made a motion to draft a letter of opposition and was seconded by Mr. Smith. There was a small discussion, and the motion was approved (5-0).
- D. Discussion and Possible Action Regarding Direction on Pursuing Shared Services Pilot Study with Rio Rico Fire District** – Chief Wunder asked that this item be tabled. Mr. Howell made a motion to table the discussion and was seconded by Mr. Allen. There was no discussion, and the motion was approved (5-0).

E. Discussion and Possible Action on Establishing a Chief's Committee to Evaluate Employee Compensation – Chief Wunder gave a brief overview of the proposed item. He then asked the Board for assistance in establishing and running the committee. Mr. Smith and Mr. Allen both volunteered to sit on the committee. Mr. Howell made a motion to establish the Chief's Committee and was seconded by Mr. Allen. There was no discussion, and the motion was approved (5-0).

F. Discussion and Possible Action Regarding Rescheduling of August, November and December Regular Board Meetings – Chief Wunder asked if the following meetings can be rescheduled: (i) August Board Meeting be changed from Wednesday, August 26th, to Monday, August 24th, (ii) November Board Meeting be changed from Wednesday, November 28th, to Wednesday, November 18th, and (iii) December Board Meeting be changed from Wednesday, December 30th, to Wednesday, December 16th. Mr. Katzel made a motion to approve the November and December date-change, and was seconded by Mr. Allen. After a small discussion, the motion was approved (5-0).

COMMITTEE REPORTS – None.

FUTURE AGENDA ITEMS – None.

ANNOUNCEMENTS:

Next Regular Board Meeting: August 26th 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 0946 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk

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