

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 November 18, 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.

DC Sayre took a moment to introduce Lynn Musick, a new Nurse Practitioner, and Dennis Stiegleiter, who will be acting as a Fire Inspector when Mark Stonestreet retires in December.

DISTRICT AUDIT PRESENTATION BY BEACH FLEISCHMAN, PC. Mr. Jim Lovelace, of Beach Fleischman, PC, presented the draft results and a PowerPoint of the FY2016 Audit of the financial records of the District and entertained questions from the Board. He 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. Smith. There was no discussion, and the audit was approved (5-0) as presented.

CLERK'S REPORT: Clerk, Bruce Howell

- A. Approval of Minutes** – Mr. Howell presented the minutes for the Regular Meeting of October 28, 2015. He then asked for any omissions, corrections, or additions. Mr. Katzel made a motion to approve with two corrections, and the motion was seconded by Mr. Allen. There was no discussion, and the minutes were approved (5-0) with two corrections.
- B. Local Pension Board Update** – Mr. Howell stated that the Pension Board approved Deputy Mark Stonestreet for retirement.

CHIEF'S REPORT: Fire Chief Chuck Wunder

- 1. Employee/Community Recognition** – Chief Wunder reminded the Board that the district will be having a recognition event on December 3rd at the Community Performing Arts Center.

2. **Legislative Issues** – Chief Wunder mentioned that there was a good article in the latest Green Valley News, which spoke specifically about the need for pension reform in the upcoming legislative session.
3. **GVFFA Meet & Confer Update** – Chief Wunder stated that the primary focus of the E-Board will continue to be the review of policies and procedures. Chief said that he hopes to finish up with this review by May.
4. **Administrative Update** – Chief Wunder stated that he and Michelle Simpkins, H.R. Generalist, are meeting with various brokers regarding the District’s insurance options. He also mentioned that the job posting for an Account Clerk position will soon be posted.
5. **Chiefs Committee** – Chief Wunder stated that after three long meetings, the Committee has prioritized the modification of the current pay step system as its major priority. The Committee postponed the December meeting and will reschedule once the budget process begins.
6. **Valley Emergency Communication Center (VECC) Update** – Chief Wunder mentioned that he and Chief Chappel completed the review of the VECC IGA. With the exception of updating some terminology, there were no significant changes. He stated that he is hoping to bring the IGA to the VECC Board in January.
7. **Management Update** – Chief Wunder stated he has received the letter back from the Arizona Department of Health Services, in reference to the CON application, stating that the application is now in phase two. The Board then had a small discussion about the CON timeline. Chief then mentioned that there have been four new captains promoted from the Passport program. The new captains will start in their role on November 29th.
8. **Financial Update** – Mr. Gabe Buldra presented the October Financials – Revenue was \$1,916,762 (\$159,797 over budget), and Non-Tax Revenue was \$99,590 (\$45,239 over budget). The District Expenses were \$629,895, (\$104,316 under budget). The report is on file.

A motion was made by Mr. Howell to accept the Financials as presented and seconded by Mr. Smith. 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 263 non-emergency medical and 145 emergencies, for a total of 408 medical, on a total call volume of 883 calls. Engine 153 had the most calls of 187 (report on file).
2. **Training and Communications** –DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Single Vehicle Rollover, (ii) Two Vehicle Collision, (iii) 51st Annual White Elephant Parade, (iv) BC Wilford Ran 100 Miles, (v) Fire Corps Chili Cook-off, (vi) Station 151 Preschool Tour, (vii) Winter Breath-Down, and (ix) Veterans Day Home Donation.

COMMUNITY SERVICES REPORT: Division Chief Katie Sayre.

1. **Fire Prevention** –Inspector Greg Hernandez.

- b. Prevention Activities Report** – (see attached).
- 2. Community Report** - DC Sayre gave a PowerPoint presentation, which touched upon the following: (i) Fire Corps Growth Stats, (ii) Smoke Alarm Replacements, (iii) Lockbox Trends, and (iv) SABP Trends, (see attached).
- 3. OLD BUSINESS:** None.

NEW BUSINESS:

- A. District Audit Presentation - Beach Fleischman, PC** – Taken out of order.
- B. Discussion and Possible Action on Employee Relations Policies** – Chief asked that this item be tabled for further review.
- C. Discussion and Possible Action on a Board Waiver of Policy EP 101, for Employment of Part-Time Employee** – Chief asked the Board for a waiver on Policy EP101, for the purpose of bringing on a part time, contracted, employee. Mr. Howell made a motion to approve the wavier of Policy EP101 and was seconded by Mr. Allen. There was a small discussion, and the motion passed (5/0).
- D. Discussion and Possible Action on a Lease Purchase of a New Fire Truck** – DC Kos gave a PowerPoint presentation that explained the staff's recommendation for a lease purchase agreement of a Rosenbauer fire truck. Mr. Katzel made a motion to approve the agreement and was seconded by Mr. Smith. There was a small discussion, and the motion passed (5/0).

COMMITTEE REPORTS: None.

FUTURE AGENDA ITEMS: None.


ANNOUNCEMENTS:

Recognition Event: December 3, 2015, at 6:00 P.M., at the Community Performing Arts Center.

Next Regular Board Meeting: December 16, 2015, 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 1015 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk

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