

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
April 27, 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. Allen led the members of the staff and Board in the Pledge of Allegiance.

CALL TO THE PUBLIC: None.

CLERK'S REPORT: Chair, Mikel Shilling

- A. Approval of Minutes** – Chair Shilling presented the Minutes for the Regular Meeting of March 30, 2016, and the Minutes for the Special Meeting of April 20, 2016. She then asked for any omissions, corrections, or additions. Mr. Katzel made a motion to approve both of the Minutes as presented, and the motion was seconded by Mr. Smith. There was no discussion, and all Minutes were approved (4-0).
- B. Local Pension Board Update** – Chief Wunder stated that the Pension Board had a meeting this month, and they are reviewing a medical retirement.

CHIEF'S REPORT: Fire Chief Chuck Wunder

- 1. Employee/Community Recognition** – Chief Wunder stated that there were three employees who have graduated with Bachelor degrees from Grand Canyon University in the past week, and that he is proud of their hard work and accomplishment.
- 2. Legislative Issues** – Chief Wunder stated that there was nothing new in the Legislature. The legislators are currently working on the budget, and we are hoping several key items are part of the budget.
- 3. GVFFA Meet & Confer Update** – Chief Wunder met with the Association and stated that the Association held their elections and will be swearing in the new board members on the 9th of May. Nothing else to report.
- 4. Administrative Update** – Chief Wunder stated that the open-enrollment for benefits has finished.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder stated there is nothing new in the VECC.

6. **Management Update** – Chief Wunder stated that the Budget and employee compensation continue to be the major priorities at this time.
7. **Financial Update** – Mr. Gabe Buldra presented the March Financials – Revenue was \$584,967 (\$50,855 over budget), and Non-Tax Revenue was \$60,835 (\$3,984 over budget). The District Expenses were \$642,092 (\$1,508 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: Fire Chief Chuck Wunder

1. **Fractiles/Response Data** –Chief Wunder noted that District responses stand at 90% within 8 minutes or less, with a total of 384 non-emergency medical and 164 emergencies, for a total of 548 medical, on a total call volume of 963 calls. Engine 151 had the most calls of 225 (report on file).
2. **Training and Communications** –Chief Wunder gave a PowerPoint presentation, which touched upon the following: (i) Structure Fire (ii) Abrego Dr. Accident, (iii) Madera Canyon Rescue, (iv) Vehicle Fire, (v) Vehicle Off-the-Road, (vi) Lunch at the Fire Station, and (vii) Home Town Heroes.
3. **“I am GVFD”** – There was no “I am GVFD”.

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:

- **Discussion and Possible Action on Acacia Canyon Place Annexation and Resolution 2016-7** – Chief Wunder presented a short overview of the annexation, indicating that the last step in the process is for the board to approve the annexation. Chief Wunder asked that the Board approve the Acacia Canyon Annexation as presented. Mr. Katzel made a motion to accept Resolution 2016-7 and approve the annexation of Acacia Canyon. He was seconded by Mr. Allen. With no discussion, the motion was approved (4-0).

NEW BUSINESS:

1. **Discussion and Possible Action on Employee General Benefits Policies and Procedures 100-123** – Chair Shilling stated that this discussion is to be tabled at this time.
2. **Discussion and Possible Action on Resolution 2016-8: An Intergovernmental Agreement for Fire Marshall Services** – Chief Wunder stated that this IGA would be an agreement between Drexel Heights and GVFD for sharing a Fire Marshall. Chief Wunder explained that the trial has been working well, and that both Chief Chappell and Chief Wunder are ready to put an IGA in place. Mr. Katzel made a motion to approve Resolution 2016-8 and

approve the IGA. He was seconded by Mr. Allen. There was no discussion, and the motion was approved (4-0).

Chair Shilling asked for a motion to move into an Executive Session at 0945 hours. Mr. Allen made a motion, and was seconded by Mr. Smith. There was no discussion and the motion was approved (4-0).

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)(5). Discussion or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body.

RECONVENE INTO PUBLIC SESSION: The Board returned from Executive Session at 11:10 am. Chair Shilling called the regular meeting back to order at 11:12 am. At this time Chief Wunder asked the Board, if they could provide him some specific instructions in preparation for the upcoming Board Budget Workshop. Mr. Allen made a motion that we instruct the Chief to bring a budget to the board that addresses compression and raises at the rank of Engineer and below, and no raises or adjustments for the rank of Captain and above. He was seconded by Mr. Howell. There was no discussion, and the motion was approved (5-0).

FUTURE AGENDA ITEMS: None.

ANNOUNCEMENTS:

Board Budget Meeting: May 11, 2016, at 8:30 A. M., at the Green Valley Fire District Headquarters/Training Center.

Board Planning Meeting: May 18, 2016, at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

Regular Board Meeting: May 25, 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 1120 hours.

Respectfully Submitted by:



Bruce Howell, Board Clerk
Green Valley Fire District