

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 December 14, 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. Harry Smith, Mr. Tom Allen, 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. Tom Allen led the members of the staff and Board in the Pledge of Allegiance.

CALL TO THE PUBLIC: None.

CLERK'S REPORT: Clerk Bruce Howell was absent.

- A. **Approval of Minutes-** Chairperson Shilling presented the Minutes for the Regular Meeting of November 30, 2016, and advised the board they had already been corrected to reflect the correct spelling of her name and the use of Mr. Pratt's proper name. Mr. Katzel made a motion to approved the corrected minutes, Mr. Smith seconded the motion. All in favor. There was no further discussion, and the Minutes were approved, (4-0).
- B. Local Pension Board Update – There was no pension board update.

CHIEF'S REPORT: Fire Chief Chuck Wunder

1. **Employee/Community Recognition** – Chief Wunder wished those attending happy holidays. He then thanked the Green Valley News for the article about Paul Miller's retirement.
2. **Legislative Issues-** No update.
3. **GVFFA Meet & Confer Update** – The recent meeting went great. Chief Wunder reported on a new training and promotions work group, which just had its first meeting and is off to a positive start.
4. **Administrative Update** – nothing new to report.

- 5. Valley Emergency Communication Center (VECC) Update**–Chief Wunder advised there will be meeting in January, focused on budget issues.
- 6. Management Update** – Chief Wunder received the actuarial data from PSPRS this past Friday. He will need time to review it more in depth before he can relay the data. Chief Wunder plans to meet with Mr. Fox and Mr. Buldra in early January, then provide a more in depth report during the January Board meeting.
- 7. Fire Prevention- Dennis Stiegleiter, Fire Marshall:** Marshall Stiegleiter reports a tremendous amount of inspections and re-inspections keeping them busy, however they are close to being caught up.
- a. **Potentials Report** - Mr. Stiegleiter reported on 4 fires. There was one missing from the report and it will be amended for the next meeting. Potential shown on the report was \$594,977, with the actual loss being \$51071. There were no questions.
 - b. **Prevention Activities Report** – (see attached). Complete report is on file.
 - c. **Construction Report**- Of note, Mr. Stiegleiter advised there were 74 new permits issued in Sahuarita in November. He then distributed plans to the board for review for the Crossings. The Villas off of Desert Bell are also beginning after the first of the year. Mr. Katzel had a question about Canoa Ranch’s restaurant fire, when it would be included in which report (it will be next month). The complete report is on file.
- 8. Financial Update** – Mr. Buldra introduced Melissa Tomlinson, a new employee to the James Vincent group. He then presented the November Financials – Revenue for the month of November was \$1,929,687 which was \$291,801 over budget. Property Tax Revenue for the Month of November was \$1,301,054 which was under budget by approximately \$279,000. Non-Levy Revenue was at \$628,633, which was \$571,563 over budget. This variance was caused by the SCBA Grant. Personnel costs are slightly over budget by \$5000. Buildings and fleet was under budget by \$26,000. Communications and IT is slightly under budget at \$58,163. Managerial is slightly under budget at \$58,301. The YTD revenue is \$5,746,515, which is \$785,464 over budget. YTD expenses are \$3,260,422 which is \$451,863 under budget. 80 % are in personnel. OPS at 5%, Communications at 6%, managerial at 6%. \$3.9 million total cash at the end of month compared to \$3.3 million at the prior year end of the month. Mr. Buldra’s report complete report is on file. Mr. Allen made a motion to approve the financial report, Mr. Smith seconded. Chief Wunder thanked La Posada and the White Elephant for their donations to the GVFD. There was no discussion, and the Financial Report was approved, (4-0).

OPERATIONS REPORT: Division Chief Joey Kosiorowski

- 1. Fractiles/Response Data** –DC Kosiorowski reported that total call volume was down slightly. The District responded to 791 calls for the month of November. (report on file).
- 2. Training and Communications** –DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training.

COMMUNITY SERVICES REPORT: Division Chief Katie Sayre

- 1. Nurse Practitioner/FBUMS**- DC Sayre gave a PowerPoint presentation. Mobile Integrated Health program is picking up. NP O'Brien is jumping calls, following the rigs and assisting where she can be of service. The board had no questions for Chief Sayre. Her report is on file.
- 2. Community Services/Fire Corps**- Mr. Pratt gave a PowerPoint presentation on Community Services/Fire Corps. There were 12 Public Education events in November, including 10 special events. He gave a brief update on each event. There will be a Fire Corps academy, to launch January 11, 2017. In November, there was a 145 % increase in demand for batteries and smoke alarms. Chuck Schufelder from SHiM spoke to the board about the Christmas project delivering food to local community members. Mr. Katzel had a question on BLS training, which Chief Sayre addressed. Mr. Pratt's report is on file.

OLD BUSINESS: None.

NEW BUSINESS: Chief Wunder's contract presented for approval: Chairperson Shilling

- 1.** Chairperson Shilling briefly explaining proposed amendments to Chief Wunder's contract. There were no questions or dissent. The contract goes into effect July 1, 2017. Mr. Allen made a motion to approve, Mr. Smith seconded and the Contract was approved (4-0).

FUTURE AGENDA ITEMS: None.

ANNOUNCEMENTS:

GVFFA Christmas Party: December 18, 2016 at 2:00P.M. to 6:00 P.M. at the 19th Hole bar and Grill, 111 S. La Canada Blvd.

Fire Corps Pancake Breakfast- January 13, 2017 07:00 A.M. to 10:30A.M. at Quail Creek.

AFDA Winter Conference: January 12-14, 2017 at the Aquarius Hotel in Laughlin, Nevada.

Next Regular Board Meeting: January 25, 2017 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 at 0934 hours.

Respectfully Submitted by:



Tom Allen, Board Clerk
Green Valley Fire District