

# 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 February 22, 2017

### REGULAR BOARD MEETING MINUTES

**CALL TO ORDER/ ROLL CALL:** Mr. Allen called the Regular Board Meeting to order at 0858 hours. Members of the Board present included: Clerk Tom Allen, Mr. Bill Katzel, Mr. Harry Smith, and Ms. Nancy Schuster. Chair Person Shilling 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. Harry Smith led the members of the Board and staff in the Pledge of Allegiance.

**CALL TO THE PUBLIC:** None.

#### **CLERK'S REPORT: Mr. Tom Allen**

- A. Approval of Minutes-** Board Clerk Tom Allen presented the minutes from the Regular Meeting of January 25, 2017 and the Special Session minutes from February 15, 2017 for approval. Mr. Katzel made a motion to approve both sets of minutes. Mr. Smith seconded the motion. 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 reminded those in attendance about the upcoming retiree breakfast on March 3, at Station 151. He asked the Board to R.S.V.P to Talia Carey in case a Board posting is necessary regarding a potential quorum.
- 2. Legislative Issues** – Friday, February 17 was the last day for bills to drop in the Senate. While there have been a variety of bills that relate to fire districts, not many have been gaining traction. Chief Wunder and many other fire districts are watching one that is specific to annexations and the transfer of CON's and will provide an update when necessary and available. There have been modifications to pension reform, and these were touched upon in the planning meeting on February 15<sup>th</sup>.

- 3. GVFFA Meet & Confer Update** – Chief Wunder met with Labor this week. He obtained solicited input on the ambulance staffing model and discussed the upcoming increase in health care costs with the Association. The Board’s commitment to the compensation package was reaffirmed to Labor.
- 4. Administrative Update** – Administration is currently fixated on budget season and insurance renewal finalization. Management remains focused on both cleaning up the budget shell and costs analysis, while preparing for the upcoming budget meetings.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder reports there have been recent conversations about a possible move to a regional dispatch center. These talks are in the preliminary stages, and many items would need to be addressed prior to further details being publicized. There are many advantages to this endeavor, as well as several things to work through and consider.
- 6. Management Update** – DC Kosiorowski and Marshall Stiegleiter are working together on planning for the Martha McSally visit on February 23. Local law enforcement will handle security and safety related issues, and we will handle occupancy compliance.
- 7. Fire Prevention - Roger Thompson**
  - a. Potentials Report** – There were no potentials for the month of January. There were no questions. Mr. Thompson’s report is on file.
  - b. Prevention Activities Report** –Mr. Thompson reported the monthly inspections are going well, however they are resulting in many re-inspections. Mr. Allen asked if Mr. Thompson knew why there were so many re-inspections. Chief Wunder answered that perhaps the department is looking at things with a fresh set of eyes, and observing things in a more thorough or complete manner. There were no other questions. Mr. Thompson’s report is on file.
  - c. Construction Report** –In the month of January, the Town of Sahuarita issued 90 permits; 15 were for new homes, 51 for solar panels, 3 Commercial Properties. Mr. Stiegleiter interjected to give information regarding a fire occurring in the DHFD district. The fire involved a solar panel, and he spoke to the details of that. Given that there is an increase in the number of Solar permits lately, the information was valued by the Board. He then reported on a fire inspection regarding a solar panel in DHFD district where the panel arced through the roof and into a truss. There were no questions. The complete report is on file.
- 8. Financial Update – Gabe Buldra:** For the month of January, tax levy revenue was just over \$205,000.00, budgeted at \$210,000.00. Mr. Buldra took some time and explained how the levy revenue comes in and what it is based off of for the new board member, Ms. Schuster. Non-levy revenue was

at \$61,192.00, which was over budget by \$4000.00. Personnel expenses for this month were under budget by for the month, reporting at \$559,005.00. The reason for the underbudgeting was the timing of our payroll. Buildings and fleet came in over budget at \$323,263.00. It had been budgeted at \$109,822.00. The main reason for this is, primarily that the grant funded SCBA purchases, were all showing up as assets, but some of them were purchased for other districts in the area and reimbursed with offsetting revenue. This month, Communications came in under budget at \$59,375.00, while managerial was over budget at \$48,129.00. The total expenses for the month are \$989,770.00, which is \$28,000.00 over budget overall, however a large portion of this is related to the SCBA expenses. YTD revenue is trending overbudget at 6.5 million dollars, which is \$645,000.00 over budget. A large percentage of that is non-levy revenue. Personnel was under budget by \$227,000.00. Buildings and Fleet came in under budget, as did Communications and Managerial. Total expenses are just over 5.2 million, which is \$460,000.00 under budget for YTD. Currently, personnel accounts for the largest amount of the total budget at 75%. OPS is at 12%, Communications is at 6%, and Managerial is at 5%. We ended at 2.9 million total cash for the month, which puts us ahead of the previous year by \$700,000.00 for an improved cash position. There were no questions for Mr. Buldra. His complete report is on file. Mr. Smith made a motion to accept the financials. Mr. Katzel seconded. Everyone voted in favor, (4-0).

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

- 1. Fractiles/Response Data** – DC Kosiorowski reported on 788 calls. These numbers are trending up slightly from the last two years. Medical calls made up 62 %, 30 % were service related, and GVFD responded to 6 fires, equaling 1%. His report is on file. There were no questions.
- 2. Training and Communications** –DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. He spoke about the upcoming Engineer promotions in early March. He also spoke about the recent live fire propane training, which was a regional drill involving several area agencies. There were no questions. His report is on file.

### **COMMUNITY SERVICES REPORT: DC Sayre**

- 1. Nurse Practitioner/FBUMS-NP** Shields saw 40 patients in January. This number increased from 27 in December. Envision patients, which are follow-up visits from the hospital, were also included in this number. Mr. Allen had a question regarding time allotment for each patient, which DC Sayre answered. Mr. Smith asked for clarification regarding the Envision program, which was addressed. DC Sayre has been working with the U of A College of Nursing, which has 3 students who want to do their Doctoral Programs here.

The Eller Business College could also potentially place 3-4 students here 10 hours a week as well, to assist with designing a business plan to sustain our program. The cost is \$15,000.00, and they need a letter of intent shortly. DC Sayre is tasked with looking for a grant to obtain the funds, however the money needs to be allocated by August 21, as they are saving us a spot. Mr. Smith interjected the Board needs to discuss this more. Mr. Katzel asked about grant opportunities, and Ms. Schuster asked if there are details from Eller and U of A regarding their proposals. DC Sayre addressed both questions. Mr. Allen requested this be added to the upcoming budget planning meeting. Chief Wunder added this is an unbudgeted expense, but it can certainly be added to the agenda for the March 1st meeting for discussion. There were no further questions. Her complete report is on file.

- 2. Community Services/Fire Corps-** DC Sayre gave an update on the FC Pancake breakfast, which netted \$3500.00. She briefed the board on the Quail Creek unit representative meeting, as well as the recent Fire Corps training academy. Fire Corp is now up to 66 total volunteers, with 802 hours given. Installs on alarms were up this month, and the White Elephant grant program is moving forward on the CO2 alarms. The complete report is on file.

#### **OLD BUSINESS: NONE.**

**NEW BUSINESS: Discussion and Possible Action Regarding IGA Between Golder Ranch Fire District and GVFD For I.T. Services: DC Kosiorowski** – DC Kosiorowski presented an IGA to the board to share IT services with Golder Ranch Fire District. Golder will host and manage the data within Zoll for us. Mr. Smith posed a question regarding whether this only has do with software for the EPCR's, not the MDT'S. Chief Kos addressed this. This will be a cost neutral option for us. Mr. Katzel made a motion to approve the IGA as presented. Mr. Smith seconded. Motion passed (4-0).

**FUTURE AGENDA ITEMS:** None

#### **ANNOUNCEMENTS:**

**Board Budget Workshop Meeting:** March 1, 2017, at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

**Retiree Breakfast:** March 3, 2017, at 8:30 A.M. at Station 151, 250 N. La Canada Dr.

**Second Annual Firefighter Ball:** March 11, 2017, at 5:00 P.M., at the Madera Clubhouse, 2055 E. Quail Crossing Blvd, Green Valley.

**Regular Board Meeting:** March 29, 2017, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

**ADJOURN REGULAR BOARD MEETING:** There being no further business, Mr. Allen adjourned the meeting at 0948 hours.

Respectfully Submitted by:

A handwritten signature in blue ink that reads "Tom Allen". The signature is written in a cursive style. Below the signature is a horizontal line.

Tom Allen, Board Clerk  
Green Valley Fire District