

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 March 29, 2017

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ ROLL CALL: Chairperson Shilling called the Regular Board Meeting to order at 0900 hours. Members of the Board present included: Chairperson Mikel Shilling, Clerk Tom Allen, Mr. Bill Katzel, Ms. Nancy Schuster and Mr. Harry Smith. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Chairperson Shilling led the members of the Board and staff in the Pledge of Allegiance.

CALL TO THE PUBLIC: There were no members of the public present who wished to address the Board.

CLERK'S REPORT: Mr. Tom Allen - Board Clerk Tom Allen presented the minutes from the Regular Meeting of February 22, 2017 and the Special Session minutes from March 1, 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, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Harry Smith: - There was no pension board update.

CHIEF'S REPORT: Fire Chief Chuck Wunder

- 1. Employee/Community Recognition-** Chief Wunder and Mr. Pratt presented an award to John McGee, the Greater Green Valley C.E.R.T Coordinator. Chief Wunder also spoke to the Board and members of the audience about the Engineer Promotions of GVFD employees Josh Dyer and Corey Potter, both of which are effective Sunday, April 2. GVFD has also established an eligibility list for Engineers for future promotions.
- 2. Legislative Issues** - Chief Wunder referred to the current legislative session and advised it is beginning to wind down. He mentioned several bills which could have bearing on GVFD. House Bill 2485, which addressed the amortization period regarding the P.S.P.R.S. This was brought back to 30 years from the previous decision of 20, which will provide some relief to

districts. He also mentioned House Bill 2161, which addressed occupational diseases, specifically cancer. Chief Wunder also briefed the Board and other members in attendance about House Bill 2326, which focuses on mergers and consolidations. Chief Wunder also reminded the Board of GVFD's two-year timeframe coming to an end, regarding the CAP rate increase. Chief Wunder is not recommending this course of action, he simply wanted to make the Board aware of the pending deadline.

3. GVFFA Meet & Confer Update – No Update.

4. Administrative Update – Bertina Lopez retires on April 2, after a 33-year career with GVFD. Administration is working on a retirement/going away party and will share these details once they are finalized. Administration and Management have already identified a viable internal replacement candidate who is interested in a position in Admin; therefore, an internal job posting for an office assistant was posted to fill the vacancy left by Bertina's retirement.

5. Valley Emergency Communication Center (VECC) Update – The VECC has its quarterly meeting in April. Some highlights of that meeting will be the budget, recruitment for a new center manager and filling some of the positions due for reelection on the various committees.

6. Management Update – Management continues to stay busy addressing transition issues. We are currently focused on job and location reassignments, with July 1 being the start date. Management staff is realigning the department Org. Chart, as well as looking at creative ways to allocate more office space, and space in general, in existing buildings. GVFD is moving forward with an April 24th start date for a Fire Academy of five new firefighters. Chief Wunder briefed the Board and members in attendance of a community project we are involved in with GVR and the University of Arizona. The project is called Heart Healthy Communities and focuses on AED training as well as providing AED'S in neighborhoods. Currently, the project is in phase one and is concentrated on response time only. One of the benefits, in addition to partnering with the community and the University, is the data from the Study will be published, and GVFD will be a large part of that.

7. Fire Prevention - Roger Thompson

a. Potentials Report – There were no Potentials for the month of February. There were no questions. The complete report is on file.

b. Prevention Activities Report – There were no questions. The complete report is on file.

c. Construction Report – Mr. Thompson gave a breakdown of permits issued. In the month of February, the Town of Sahuarita issued 82 permits; 22 were for new homes, 8 residential additions, and 32 for

solar panels. There were no questions. The complete report is on file.

- 8. Financial Update – Melissa Tomlinson:** For the month of February, tax levy revenue was \$413,184.00, which was \$114,415.00 under budget, budgeted at \$527,599.00. Non-levy revenue was at \$78,051.00, which was over budget by \$20,882.00, budgeted at \$57,169.00. Personnel expenses for this month were over budget by \$22,000.00 at \$532,349.00, budgeted at \$510,065.00. Buildings and fleet came in under budget at \$25,099.00, budgeted at \$47,883.00. This month, Communications came in under budget at \$60,989.00. Managerial was at \$26,616.00, also under budget. The district expenses for the month are \$645,053.00, which is \$13,753.00 under budget. Year to date revenue is \$7,009,497.00, which is \$552,104.00 over budget. YTD expenses are \$5,921,787.00, which is \$471,098.00 under budget. For the YTD expense percentages breakdown, Personnel is the largest at 75%, OPS are at 12%, Communications is at 6%, and Managerial is at 5%. There were no questions for Ms. Tomlinson. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mr. Smith seconded. The financials were approved, (5-0).

OPERATIONS REPORT: Division Chief Joey Kosiorowski

- 1. Fractiles/Response Data – DC Kosiorowski** reported on 768 calls. Medical calls made up 60%, 34% were service related, and GVFD responded to 8 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. There were no questions. His report is on file.

COMMUNITY SERVICES REPORT: DC Sayre

- 1. Nurse Practitioner/FBUMS – DC Sayre** gave a PowerPoint Presentation, which touched on the NP Program and FBUMS. NP Shields saw 39 patients in February, including 11 Envision patients. DC Sayre requested some consideration for additional advertising for the NP program, as the recent article in the Green Valley news has helped to increase patient volume in March. DC Sayre has met with the University of Arizona regarding a telemedicine program, and the potential to start a likewise endeavor with our NP Program. There were no further questions. The complete report is on file.
- 2. Community Services/Fire Corps - DC Sayre** advised our BLS survey went through without any concerns on April 23. Mr. Smith had a question about seeing a decrease in fall data, which Chief Wunder addressed. Mr. Pratt gave a PowerPoint presentation regarding Community Services and Fire Corp. Fire Corp assisted with the SAV Academy, as well as numerous HOA meetings.

Fire Corps has kept busy this month, presenting Green Valley Townhomes in Fairways One and Two with their carbon monoxide alarms as a part of the White Elephant grant. 191 alarms have been distributed to date. Some of the special events in February included judging the American Legion's chili cookoff, as well as the Anza Trail School's "Through with Chew Week," and the Canyon Valley Memory Care Valentine's Day visit. Fire Corps now has 66 members. For the month of February, including SHiM's 67 hours, Fire Corp had a total of 983 hours volunteered. There were no additional questions. The complete report is on file.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE

FUTURE AGENDA ITEMS: None

ANNOUNCEMENTS:

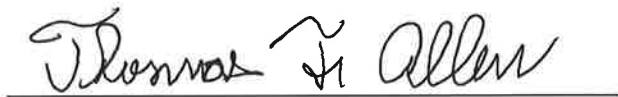
Annual Fire Corps Party: April 1, 2017, at 2:00 P.M. at DC Sayre's Home

Board Budget Workshop Meeting: April 5, 2017, at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

Regular Board Meeting: April 26, 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 10:00 hours.

Respectfully Submitted by:



Tom Allen, Board Clerk

Green Valley Fire District