

# Green Valley Fire District

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Chuck Wunder, Fire Chief



## **Green Valley Fire District Special Session Board of Directors Meeting Headquarters/Training Center 1285 W Camino Encanto, Green Valley, AZ May 9, 2017**

### **SPECIAL BOARD MEETING MINUTES**

**CALL TO ORDER/ ROLL CALL:** Mrs. Shilling called the Special Session Board Meeting to order at 3:00P.M. Members of the GVFD Board present included: Chairperson Shilling, Clerk Tom Allen, Mr. Bill Katzel, Ms. Nancy Schuster, and Mr. Harry Smith. Members of the Tubac Fire District present included: Chief Kevin Keeley, Assistant Chief Genaro Rivera, Board Chair Mike Connelly, Director Candy Clancy, and Director Bill Kirkpatrick. Members of the Rio Rico Medical and Fire District present included: Interim Fire Chief Adam Amezaga, Administrative Manager Marcela Ceballos, and Board Chair Dean Davis. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

**PLEDGE OF ALLEGIANCE:** Chair Shilling led the members of the Board, staff, and those in attendance in the Pledge of Allegiance.

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

Old Business: None

### **NEW BUSINESS:**

**1. Overview and Introductions – Chair Shilling** – Chairperson Shilling introduced herself and began with a general overview of what the GVFD Board hopes to accomplish with this meeting, which is to begin a dialog between GVFD and the other two Fire Districts regarding collaborative efforts resulting in potential cost savings. Each person in attendance then also gave a brief introduction of themselves, as well as their role in their respective organizations and what they hope to achieve.

**2. Discussion on Possible Opportunities for Collaboration and/or Support Between Districts - Chair Shilling** – Each District had the opportunity to share what their ideas for more joint or communal endeavors could be, as well as ask questions of one another. Some key points for discussion which were brought up by the respective districts are outlined separately, by District, on the following page.

- a. Tubac Fire District-** Chief Keeley gave an historical overview of the Tubac Fire District's approach to shared services, stating they started small and slow, which has been good for them. They would like to pursue sharing a full-time Fire Inspector, something they have looked into with Rio Rico. They have already taken over Rio Rico's wildland billing. Ms. Clancy advised Tubac has formed a budget committee in Tubac, with members of the public that are non-board members. This is allowing a fresh look at fiscal costs. One of her concerns is finding a way to reduce personnel costs. Assistant Chief Rivera spoke to the benefits as well as the potential challenges of a shared fleet mechanic. Chair Connelly believes one benefit would be the camaraderie built between the agencies. Chair Connelly had some general budgetary questions for each board, which were addressed. Chief Keeley reflected on when Rio Rico changed their staff schedule to mirror Tubac's and GVFD's. Though he is aware it caused some contention internally, he sees it as a huge step forward in aligning all three districts for potential future trainings. Each district also shared its staffing levels, with Tubac currently having 29 full time positions, with 12 reserves on board.
- b. Rio Rico Medical and Fire District** – Chair Davis stated duplicate services should be the first thing they look at. He believes they have a great system for accounting and bookkeeping with Ms. Ceballos. Rio Rico also has a lot of respect for Assistant Chief Rivera's code knowledge, regarding sharing a Fire Marshall. Manager Ceballos advised they have talked about the possible sharing of apparatus, as well as the potential of utilizing GVFD's formal academy training between the agencies. Some other ideas on Ms. Ceballos's list for potential cost savings are procurement and /or janitorial supplies, grants, equipment maintenance, and regional training. Interim Chief Amezaga spoke to Rio Rico's drilling program, advising he would like to see a more regionalized training program. Ms. Ceballos gave a statement regarding Rio Rico's staffing, being at 40 full- time positions.
- c. Green Valley Fire District** – Chair Shilling posed similar ideas for savings, specifically pertaining to purchasing, fleet services, community outreach, prevention, and lastly operations. She made it clear to all in attendance that GVFD had zero intention of taking over Fire Service along the I-19 corridor. Mr. Allen asked if the other districts would be interested in taking part in the proposed financial study with Beach Fleischman, whom all the districts use for auditing purposes. Chief Wunder had emailed to Tubac and Rio Rico, to see if there would be benefits in collaboration between the three districts, and whether we are compatible. There was a general discussion regarding the difference in business models between all three districts following that question, and Chief Keeley stressed the importance of making sure we are comparing similar models, should everyone decide to move forward with the study. Mr.

Katzel asked if there were areas where all districts could agree on commonality, and all three districts agreed that fleet is an area where we have that. DC Kosiorowski mentioned to those in attendance that we have ventured into these types of conversations in the past, and perhaps what we lacked that prevented the three districts from moving forward was more direction from each respective board. Chief Wunder then spoke to GVFD's staffing, with 72 billets filled.

**3. Future Meetings and Communications - Chair Shilling-** Chief Keeley asked for another copy of the proposed study, which Chief Wunder emailed during the meeting. Talia Carey will also send a copy with the meeting minutes, which will be provided to the group via email. Ms. Ceballos believes the study is a great idea, if the firm knows our respective accounting systems. Mr. Davis hasn't presented it to the board for an official vote yet, but he feels it could be favorable. Mr. Allen suggested a single entity from all the districts to represent us with the auditor, should the group proceed, and use Beach Fleischman, as to not have too many voices contributing. Chief Wunder then recommended Ms. Ceballos be the project lead. All in attendance were amenable to that, with Chief Keeley's caveat being that the Chiefs and the Administrative Managers from each district be kept in the loop. Ms. Ceballos agreed to accept the project, however she wants to communicate with labor as the project progresses. Chief Amezaga concurred, stressing said we shouldn't be afraid to communicate with them, as we are looking at efficiency and looking at future growth. Chief Wunder asked if it is burdensome for the boards to meet several times a year, for open dialog. The boards all agreed that would be a good idea. Chief Keeley suggested a time frame for the financial study, as he wants to budget this for next fiscal year. Chief Wunder stated a July or August time frame would be good for the firm as well. Ms. Clancy suggested taking this item to our respective boards for agendas in May.

**4. Closing Remarks and Summary – Chair Shilling, Chair Davis, Chair Connelly** – All three Board Chairs expressed general appreciation to all in attendance and a willingness to continue these talks in the future. Chair Shilling stated she looked into having future meetings at the Tubac Arts Center on Tuesdays or Thursdays, when the Boards have availability. A potential meeting in August was discussed, but not set.

**FUTURE AGENDA ITEMS:** None

**ANNOUNCEMENTS:**

**Regular Board Meeting:** May 31, 2017, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center

**ADJOURN SPECIAL BOARD MEETING:** There being no further business, Mrs. Shilling adjourned the meeting at 4:27 P.M. hours.

Respectfully Submitted by:

  
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Tom Allen, Board Clerk  
Green Valley Fire District