

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 28, 2018

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chairperson Mikel Shilling called the Regular Board Meeting to order at 0900 hours. Members of the Board present included: Board Chairperson Mikel Shilling, Board 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: Mr. Katzel 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 28, 2018, and the Special Meeting of March 7, 2018, for approval. Mrs. Schuster made a motion to approve both sets of minutes. Mr. Smith seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: There was no meeting, however the pension board is still looking for a replacement member with HR skills.

REPORTS AND CORRESPONDENCE

A. CHIEF'S REPORT: Fire Chief Chuck Wunder -

- 1. Employee/Community Recognition** - Chief Wunder thanked Chief Rowe, Captain Scheller and Captain Lundgren for all their hard work during the 18-01 academy. Chief Wunder provided recognition to Mr. Roger Thompson for his involvement during a medical event at a local restaurant on February 28, 2018. Mr. Thompson provided assistance when a citizen collapsed, utilizing an AED and CPR. Chief Wunder presented Mr. Thompson with a Fire Chief's Coin of Excellence for his efforts.

- 2. Legislative Issues** – Chief Wunder advised that the legislature is winding down. Senate Bill 1268 is being dropped and will not have an impact this year.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised that the latest meet and confer was productive. One topic was compensation, and Chief Wunder and labor would like to see the Compensation Committee return for some conversations. Chief Wunder was encouraged to report that the first ever strategic planning meeting between management and labor has been set for April 24, 2018. This will be a chance to discuss long term goals for both organizations.
- 4. Administrative/Management Update** – Chief Wunder advised management is heavily focused on the budget at this time, which is going smoothly. The news of SB1268 being dropped will allow us to progress with planning.
- 5. Valley Emergency Communication Center (VECC) Update** – There is a policy board meeting scheduled for April 5th. Though there are no planned increases, GVFD and DHFD need to recommend approval of the VECC FY 2019 Budget.

B. OPERATIONS REPORT: DC Kosiorowski -

- 1. Fractiles/Response Data** – Chief Kos reported on 762 calls for the month. We responded to 442 medical calls, which equaled 58%. 270 calls were service related, equaling 35%, and GVFD responded to 7 fires, which equaled 1%. He also gave an update on transports for the month, (104), as well as the destinations of those transports. Mr. Katzel asked two questions about interfacility transports, and re-transports, which were addressed by Chief Kos and Chief Wunder. Mr. Smith asked about whether there was still a helicopter in Tubac. Mr. Katzel asked whether the detour on the southbound frontage road had caused response time delays. (It was addressed that it has not, because our crews knew about the delay ahead of time.) Mrs. Schuster asked a question about patient transports from the patient condition report, which was addressed. There were no other questions. His report is on file.
- 2. Training and Communications** – Chief Kos gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were 1,342 logged Fire training hours for the month of February. These hours included the new hire academy, and the Pima Interagency Training

Committee meeting. There were no questions. His report is on file.

- 3. Nurse Practitioner/FBUMS/BLS** – Chief Kos gave a PowerPoint Presentation on the NP Program and BLS. NP O'Brien saw 43 patients in February, including 0 911 transfers, 17 scheduled appointments, 3 CAT wellness visits, and 23 employee visits. There were 13 BLS Classes held this month, for a total of 75 students. There were no questions. The complete report is on file.

C. Fire Prevention: Mr. Roger Thompson -

- 1. Potentials Report** – There were no fires to report for the month of February. There were no questions. The complete report is on file.
- 2. Prevention Activities Report** – Mr. Thompson reported on the inspections and activities for the month. There were no questions. The complete report is on file.
- 3. Construction Report** – Mr. Thompson gave a PowerPoint presentation and update of the current and future construction projects underway in Green Valley and Sahuarita and gave an update on the businesses that have opened or will open shortly in the Crossings. There were 75 total permits issued from the Town of Sahuarita in February, with 11 of them being solar permits. Residential home permits are holding steady, with 34 permits being for new construction. There were no questions. The complete report is on file.

D. Community Outreach: Chief Kos for Mr. Pratt -

- 1. Public Education Events-** Chief Kos gave a PowerPoint presentation which reported on Fire Corps activities for the month of February. Fire Corps currently has 74 active members. In February, the shift volunteer hours for Fire Corps totaled 675, with a savings to the district of \$20,740.00. Chief Kos also spoke about the 12 public and educational events that Fire Corps and GVFD crews assisted with in February; such as HOA presentations, station tours, and other various special events. He also touched on the media coverage for the month and thanked the media for its support. Chief Kos provided a CERT update regarding the Teen Cert program at Sahuarita High school and Walden Grove. There were no questions. The complete report is on file.

E. Financial Update: Gabe Buldra -

1. February Financial Report- For the month of February, tax levy revenue was under budget at \$409,299.00, budgeted at \$577,657.00. Non-levy revenue was just under budget at \$116,423.00, budgeted at \$119,743.00. We did not receive the ambulance billing yet. Personnel expenses for the month were at \$574,434.00, which was under budget by \$12,152.00. Buildings and Fleet are at \$77,673.00, over budget by \$31,622.00. This month, Communications came in over budget at \$24,637.00, budgeted at \$11,275.00. Managerial came in under budget at \$23,412.00, budgeted at \$45,053.00. This was due to timing on our liability insurance payment. From a YTD perspective, total revenues are at \$7.75 million, which puts us over budget by \$502,000.00. The majority of the overage is wildland. For the YTD expense percentages breakdown: Personnel is the largest at 78%, Communications is at 9%, OPS is at 8%, and Managerial is at 5%. The District's cash position is at \$3.03 million dollars, which is up from \$2.8 million this time last year. Chief Wunder spoke to the Board regarding the collection of the outstanding Wildland revenues. He and Chief Kos attended a meeting on 3/27/18 where these issues were addressed with the fire representatives. There were no questions. The complete report is on file. Mr. Smith made a motion to accept the financials. Mrs. Schuster seconded. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS: None

NEW BUSINESS:

A. Discussion and Possible Action to Amended CPR Fee Schedule- Battalion Chief William Rowe - Chief Rowe presented the amended CPR fee schedule to the board and briefly discussed the reasons for the modifications. Mr. Katzel had a question about decreasing the frequency of some of the classes, and whether that would cover some of the overhead. Chief Rowe addressed that, as well as potentially having a minimum number of students per class in the future, if the fee raising doesn't end up working. Mr. Smith asked about whether the rate change would be across the board. Chief Wunder addressed the Board and spoke about having both outside and inside faculty members and

providing CPR as a service to the community. GVFD is not looking to utilize this as a revenue stream. We simply need to break even, rather than subsidizing the costs. There were no other questions. Mr. Allen made a motion to approve the fee changes. Mr. Smith seconded the motion. All were in favor, and the fee changes were approved, (5-0).

B. Mid Term Presentation on GVFD Nurse Practitioner Program- Eller School of Business- The students from the Eller School of Business presented a power point presentation on the midway point of the program thus far. Their presentation was focused on maximizing the return from the insurance companies and had several strategies on how to do that, from a cash and carry plan, to a subscription plan, to a renegotiation of the contract with our billing company. Mr. Smith, Mr. Katzel and Mrs. Shilling posed various questions to the students about their presentation, which were all addressed. The Eller students will present their final presentation to GVFD at a special meeting on May 2nd.

Future Agenda Items: None

ANNOUNCEMENTS

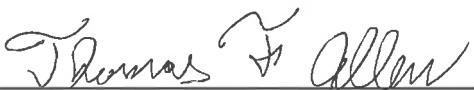
18-01 Academy Graduation Ceremony: Friday, March 30, 2018 at 6:00 P.M. at the Canoa Hills Recreation Center, 3660 S. Camino Del Sol, Green Valley.

Regular Board Meeting: Wednesday, April 25, 2018 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

ADJOURN

There being no further business, Ms. Shilling adjourned the meeting at 10:15 hours.

Respectfully Submitted by:



Tom Allen, Board Clerk
Green Valley Fire District