

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 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, Ms. Nancy Schuster, and Mr. Harry Smith. Mr. Bill Katzel 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: Mrs. Schuster 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 January 31, 2018, the Executive Session of January 31, 2018, and the Special Meeting of February 7, 2018, for approval. Mr. Smith made a motion to approve all three sets of minutes. Mrs. Schuster seconded the motion. All were in favor, and the minutes were approved, (4-0).

LOCAL PENSION BOARD UPDATE: Mr. Smith gave a pension board update from the most recent meeting, which was held on February 12, 2018, to vote on accepting the 8 new hires into PSPRS. Probationary Firefighter Blecker was already a member, due to his time at Tubac Fire. A member of the pension Board, Candace Canton, has tendered her resignation, effective April 1, 2018.

REPORTS AND CORRESPONDENCE

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

- 1. Employee/Community Recognition** – Chief Wunder thanked the Green Valley Firefighters Foundation Board and committee members for all their hard work at this past weekend's Gatsby Gala. It was another successful charity event.

- 2. Legislative Issues** – Chief Wunder advised that the legislature is getting deeper into the session. Many of the bills mentioned at last month’s board meeting have failed to gain traction, with the exception of Senate Bill 1268. This was passed by the Senate, with a vote of 28-2, in support of that bill. Chief Wunder will keep the Board informed on developments associated with this bill.
- 3. GVFFA Meet & Confer Update** – Chief Wunder advised that the latest meet and confer went well. He 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. Administration recently wrapped up several projects, notably the Board Manual update and the Administrative SOG’S.
- 5. Valley Emergency Communication Center (VECC) Update** – It is the VECC’S budget season, and Chief Wunder should be getting budget documents from Chief Chapel in March or April. Chief Wunder reiterated from the last meeting that there will be no increase for our participation in the VECC this year.

B. OPERATIONS REPORT: DC Kosiorowski -

- 1. Fractiles/Response Data** – Chief Kos reported on 885 calls for the month. We responded to 529 medical calls, which equaled 60%. 304 calls were service related, equaling 34%, and GVFD responded to 2 fires, which equaled 1%. He also gave an update on transports for the month, (137), as well as the destinations of those transports. There were no 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 1,064 logged Fire training hours for the month of January. They also had paramedic refresher training, and EMS on the Border training. 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 72 patients in January, including 0 911 transfers, 59 scheduled appointments, 0 CAT wellness visits, and 13 employee visits. There were 20 BLS Classes held this month, for a total of 62

students. There were no questions. The complete report is on file.

C. Fire Prevention: Fire Marshal Dennis Stiegleiter -

- 1. Potentials Report** – There were no fires to report for the month of January. There were no questions. The complete report is on file.
- 2. Prevention Activities Report** – Mr. Stiegleiter reported on the inspections and activities for the month. There were no questions. The complete report is on file.
- 3. Construction Report** – Mr. Stiegleiter gave a PowerPoint presentation and update of the current and future construction projects underway in Green Valley and Sahuarita. There were 98 total permits issued from the Town of Sahuarita in January, with 21 of them being solar permits. Residential home permits have picked up, with 31 permits being for new construction. There were no questions. The complete report is on file.

D. Community Outreach: Mr. L.T. Pratt -

- 1. Public Education Events-** Mr. Pratt gave a PowerPoint presentation which reported on Fire Corps activities for the month of January. Fire Corps currently has 76 active members. In January, the shift volunteer hours for Fire Corps totaled 975. Mr. Pratt also spoke about the public and educational events that Fire Corps and GVFD crews assisted with in January, specifically the pancake breakfast. He also touched on the media coverage for the month and thanked the media for its support. Mr. Pratt provided a CERT update, regarding the Teen Cert program. Mr. Allen presented a question regarding school shootings and the cert program to Mr. Pratt, which was addressed. Mrs. Schuster asked a question about hydrant marking, which Mr. Pratt addressed. There were no other questions. The complete report is on file.

E. Financial Update: Gabe Buldra -

- 1. December Financial Report-** For the month of January, tax levy revenue was over budget at \$282,089.00, budgeted at \$229,443.00. Non-levy revenue was over budget at \$126,852.00, budgeted at \$119,643.00. We still have both outstanding ambulance and wildland revenue to collect. Personnel expenses for the month were at \$543,976.00, which was under budget by \$43,517.00. Buildings and Fleet are at

\$33,875.00, under budget by \$22,398.00. This month, Communications came in under budget at \$8,428.00, budgeted at \$11,275.00. Managerial came in right in line with budget at \$47,215.00, budgeted at \$47,087.00. From a YTD perspective, total revenues are at \$6.9 million, which puts us over budget by \$433,000.00. 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 \$3.2 million dollars, which is up from \$2.9 million this time last year. There is currently \$180,000.00 in outstanding wildland revenue that has been billed but not yet received. Mrs. Shilling asked a question about how long it is taking the state forestry office to pay the backlogged wildland invoices, which was addressed by Chief Wunder and Mr. Buldra. There were no other questions. The complete report is on file. Mr. Smith made a motion to accept the financials. Mr. Allen seconded. All were in favor, and the financials were approved, (4-0).

OLD BUSINESS:

A. Discussion and Possible Action Regarding Approval of the Updated Board Manual – Admin. Manager Carey- Ms. Carey briefly discussed the updates/feedback received to the updated board manual. There were no questions. Mr. Allen made a motion to accept the board manual as presented. Mr. Smith seconded. All were in favor, and the updates to the Board Manual were approved, (4-0).

NEW BUSINESS:

A. Discussion and Possible Action on Green Valley Fire District Resolution 2018-01, Governor's Office of Highway Safety Grant- Division Chief Joey Kosiorowski - Chief Kosiorowski presented GVFD Resolution 2018-01 to the Board, and explained it is an opportunity for a grant from the Governor's Office for a set of extrication tools. Mr. Allen made a motion to approve the resolution. Mr. Smith seconded the motion. All were in favor, and the resolution was approved, (4-0).

Future Agenda Items: None

ANNOUNCEMENTS

ADJOURN REGULAR BOARD MEETING: There being no further business, Mrs. Shilling adjourned the meeting at 9:37 hours.

Respectfully Submitted by:



A handwritten signature in cursive script that reads "Tom Allen". The signature is written in black ink and is positioned above a horizontal line.

Tom Allen, Board Clerk
Green Valley Fire District