

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 27, 2019

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ROLL CALL: Board Chair Tom Allen called the Regular Board Meeting to order at 0900 hours. Members of the Board present included: Board Chair Tom Allen, Mr. Bill Katzel, Mrs. Sandi Richey, Clerk 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: Mrs. Richey 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: Mrs. Schuster – Mrs. Schuster presented the minutes from the Regular Meeting of February 27, 2019 and the Special Minutes from March 6, 2019 for approval. Mr. Katzel made a motion to approve the minutes. Mr. Smith seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Smith provided a pension board update, regarding the meeting that was held on March 19, 2019. This meeting was held to approve both BC Mooney's retirement date of April 5, 2019 and to approve Engineer T. John Smith's enrollment into the drop of May 1, 2019.

REPORTS AND CORRESPONDENCE

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

- 1. Employee/Community Recognition** – Chief Wunder took a few moments to remind those in attendance about BC Mooney's retirement ceremony, scheduled for Sunday March 31, 2019 at 09:00 A.M. at Station 151. Chief Wunder then brought newly promoted BC Jason Moore and his family up in front of the board meeting and Board Members and held a badge pinning event.

- 2. Legislative Issues** – Chief Wunder reported that the legislative session is in full swing. There are a few bills they are currently watching, and Chief Wunder will keep the Board abreast of any pertinent changes. The Governor is holding a press conference about Wildland on April 1st, and the Chief will keep the Board informed about that. Chief Wunder advised the Director’s position of Forest and Fire Management position is still open and is now down to the last two candidates.
- 3. GVFFA Meet & Confer Update** – Chief Wunder stated the latest Meet and Confer went well, and management and labor have been working on policy updates, as well as discussing the upcoming bid. The date was postponed due to paramedic class testing, and labor is working on getting Management another date in April.
- 4. Administrative/Management Update** – Chief Wunder provided an update on the budget. Chief Wunder plans on cancelling the other Budget Meetings and present a draft budget at the April 24th regular Board Meeting. Ms. Carey is still working with Ms. Dunham at DHFD regarding shared services. Chief Wunder advised the initial payroll transition with Compass-i went smoothly.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder gave an update on the VECC and informed the Board we may be losing a partner on the VECC in Rincon Valley. He stated this shouldn’t have a cost impact this year, but it may affect the costs in years to come. Chief Wunder reminded Chair Allen there is a VECC board meeting on April 6th.

B. OPERATIONS REPORT: Chief Kosiorowski -

- 1. Response Data** – Chief Kos reported on 797 calls for the month of February. We responded to 452 medical calls, which equaled 57%. 270 calls were service related, equaling 34%, and GVFD responded to seven fires. He also gave an update on transports for the month, (108) as well as the destinations of those transports. There were no questions. His report is on file.
- 2. Nurse Practitioner Response Unit/BLS** – Chief Kos gave a PowerPoint Presentation on the NP Program and BLS Classes. NP O’Brien saw 45 patients in February, with one 911-transfer, two CAT wellness visits, 22 scheduled appointments, and 20 employee visits. There were 16 BLS classes held this month, for

a total of 56 students. There were no questions. The complete report is on file.

- 3. Training and Communications** – Chief Kos gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were 1057.5 logged training hours for the month of February. These hours included the MOD II Probationary Testing on all shifts, DPS Helicopter training, an ISO presentation, RTF training on B & C Shift, Live Fire training and a GVFD-DHFD pre academy meeting. There were no questions. His report is on file.

C. Fire Prevention: Mr. Roger Thompson -

- 1. Potentials Report** – There were no fires to report on 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 Green Valley and Sahuarita. There were 57 total permits issued from the Town of Sahuarita in February, with 10 of them being solar permits. Residential home permits are holding steady, with 26 permits for new construction. There were no questions. The complete report is on file.

D. Community Outreach: Mr. Pratt -

- 1. Public Education Events-** Mr. Pratt gave a PowerPoint presentation which reported on Fire Corps activities for the month of February. Fire Corps currently has 64 active members, and seven trainees. Mr. Pratt gave an update on volunteer hours for Fire Corps, which totaled 656. This translated to a savings to GVFD for February of \$15,134.00. The PowerPoint presentation touched on trends in the smoke alarm battery program, as well as lockbox installs. He then discussed the public and media events Fire Corps assisted with in February, such as the Green Valley Community Seminar Presentation, the Solano HOA Annual Meeting and the Rancho Abrego HOA event. Mr. Pratt then touched on the media coverage for the month and thanked them

for their support. Mr. Pratt also provided a CERT update. 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 by \$21,039.00, at \$486,189.00, budgeted at \$507,228.00. This was under budget due to timing on collections. Non-levy revenue was over budget by \$67,445.00, at \$162,035.00, budgeted at \$94,590.00. The reason for the variance was ambulance revenue, which is far exceeding projections. Personnel expenses for the month were at \$582,064.00, which were under budget by \$30,632.00, budgeted at \$612,696.00. Buildings and Fleet are under budget by \$1,389.00, at \$48,152.00 budgeted at \$49,541.00. This month, Communications came in under budget by \$1,916.00, at \$10,909.00, budgeted at \$12,825.00. Managerial came in over budget by \$14,690.00, at \$55,195.00, budgeted at \$40,505.00. From a YTD perspective, total revenues are at \$8.3 million, which puts us over budget by \$726,013.00, budgeted at \$7.5 million. For the YTD expense percentages breakdown: Personnel is the largest at 81%, Communications is at 8%, OPS is at 6%, and Managerial is at 5%. The District's cash position is at \$4.53 million dollars, which is up from \$3.03 million this time last year. Mr. Smith asked a question about PSPRS and possible reform, which Chief Wunder addressed. Mr. Katzel asked a question about personnel costs, which Mr. Buldra addressed. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mrs. Schuster seconded. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS: None

A. Discussion and Possible Action on Personnel Policy Changes; EP104, EP112, ER110, ER111, EC100, EC107, EC109, EB102, EB103, EB105, EB107, EB107.1, EB111 & EB116 - Talia Carey- Ms. Carey presented the policy changes to the Board. A brief discussion was held between Mr. Katzel, Chief Wunder and Ms. Carey regarding the changes and whether they were substantive or grammatical in nature. Chief Wunder reiterated to the Board that Labor had reviewed all policy changes and were in favor of them. Mr. Katzel made a motion to accept

the changes as presented. Mr. Smith seconded. All were in favor and the policy changes were approved, (5-0).

Future Agenda Items: None

Announcements:

GVFF Mardi Gras Under the Stars: Saturday, March 30, 2019
at 5:00 P.M.- 921 W. Via Rio Fuerte, Green Valley

BC Mooney Retirement Ceremony: Sunday March 31, 2019
at 09:00 A.M.- Station 151, 250 N. La Canada Dr

Regular Board Meeting: Wednesday, April 24, 2019 at 9:00
A.M. at the Green Valley Fire District Headquarters/Training
Center.

ADJOURN

There being no further business, Mr. Allen adjourned the meeting at
9:44 A.M. hours.

Respectfully Submitted by:



Nancy Schuster, Board Clerk
Green Valley Fire District