

## Green Valley Fire District

---

1285 West Camino Encanto  
Green Valley, Arizona 85622-8222  
520/625.9400  
[www.gvfire.org](http://www.gvfire.org)  
Chuck Wunder, Fire Chief



### **Green Valley Fire District Board of Directors Meeting Headquarters/Training Center 1285 W. Camino Encanto, Green Valley, AZ August 29, 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:** 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. Allen** - Mr. Allen presented the minutes from the Regular meeting of July 25, 2018, and the Executive Session Minutes of July 2<sup>nd</sup> and July 25<sup>th</sup> for approval. Mr. Katzel made a motion to approve all three sets of minutes. Mr. Smith seconded the motion. All were in favor, and the minutes were approved, (5-0).

**LOCAL PENSION BOARD UPDATE:** Mr. Smith advised there had been no meeting in the last month, therefore there is no update. Harry did provide an article about pensions for the Board review. GVFFA President Beckel also asked for a copy and was provided one.

#### **REPORTS AND CORRESPONDENCE**

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

- 1. Employee/Community Recognition** – Chief Wunder advised there was not much new for employee recognition, however he did commend the Admin staff for picking up the extra volume since they are down a staff member.
- 2. Legislative Issues** – Chief Wunder stated on the legislative side there was nothing to report other than watching for the results of the local elections. Though the final results were not yet in, it

appeared that Mr. Murphy and Mrs. Egbert would retain their seats on the Sahuarita Town Counsel, and possibly Mrs. Zimmerman would be joining them. AFDA will be picking back up this week, with Chief Wunder heading to Phoenix for that on Thursday. Chief Wunder did mention the senior housing freeze bill may return again this session.

- 3. GVFFA Meet & Confer Update** – Chief Wunder stated the latest Meet and Confer was a very enjoyable meeting, with President Beckel just having returned from the national IAFF. He had great ideas to share, and there have been positive talks. Also, of note the Employee Compensation Committee returns on September 6<sup>th</sup>.
- 4. Administrative/Management Update** – Chief Wunder advised that due to current staffing changes, Management is currently weighing its options regarding hiring and evaluated the job descriptions for updating. Talia will be bringing someone on before Christmas. Also, on the operations side, we have been increasing coverage in Elephant Head right now due to a Wildland accident involving one of their apparatus.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder advised the VECC is evaluating different CAD options currently, with the City of Tucson.

## **B. OPERATIONS REPORT: DC Kosiorowski -**

- 1. Fractiles/Response Data** – Chief Kos reported on 978 calls for the month. We responded to 406 medical calls, which equaled 41%. 501 calls were service related, equaling 51%, and GVFD responded to 9 fires, which equaled 1%. He also gave an update on transports for the month, (117), as well as the destinations of those transports. He also went over annual trends. 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 1,129 logged training hours for the month of July. These hours included the phase 2 driver training and regional swift water rescue 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 Classes. NP O'Brien saw 27 patients in July, including 2 911 transfers, 9 scheduled appointments, 0 CAT wellness visits, and 16 employee visits.

There were 9 BLS Classes held this month, for a total of 34 students. There were no questions. The complete report is on file.

### **C. Fire Prevention: Mr. Dennis Stiegleiter -**

- 1. Potentials Report** – There were no fires to report on for the month of July. 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 and gave an update on the businesses that have opened or will open shortly in Green Valley and Sahuarita. There were 109 total permits issued from the Town of Sahuarita in July, with 40 of them being solar permits. Residential home permits are holding steady, with 32 permits being for new construction. 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 July. Fire Corps currently has 66 active members. In July, the shift volunteer hours for Fire Corps totaled 618. This translated to a savings to GVFD of \$14,257.00. The PowerPoint presentation touched on trends in the smoke alarm battery program as well as lockbox installs. He also spoke about the public and educational events that Fire Corps and GVFD crews assisted with in July; such as HOA presentations, station tours, and other various special events such as the Quail Creek 4<sup>th</sup> of July parade, the La Posada Ice Cream Social and the Shepard's Fold Fire Drill and Safety Presentation. He also touched on the media coverage for the month and thanked the media for its support. Chief Kos provided a CERT update. There were no questions. The complete report is on file.

### **E. Financial Update: Gabe Buldra -**

- 1. June Financial Report-** For the month of July, tax levy revenue was over budget by \$86,954.00, at \$166,165.00, budgeted at \$79,211.00. Non-levy revenue was over budget by \$12,120.00, at \$119,610.00, budgeted at \$107,490.00. The reason for the

variance was ambulance revenue. Personnel expenses for the month were at \$620,554.00, which was over budget by \$15,629.00, due to timing on a health insurance payment. Buildings and Fleet are at \$29,307.00, under budget by \$20,233.00. This month, Communications came in under budget at \$150,473.00, budgeted at \$167,267.00. Managerial came in under budget by \$12,665.00, at \$34,412.00, budgeted at \$47,076.00. From a YTD perspective, total revenues are at \$285,774.00, which puts us over budget by \$99,074.00, budgeted at \$186,701.00. For the YTD expense percentages breakdown: Personnel is the largest at 74%, Communications is at 18%, OPS is at 4%, and Managerial is at 4%. The District's cash position is at \$2.959 million dollars, which is up from \$1.928 million this time last year. Mr. Katzel asked a question about cash reserves which Mr. Buldra addressed. The complete report is on file. Mr. Allen made a motion to accept the financials. Mr. Katzel seconded. All were in favor, and the financials were approved, (5-0).

**OLD BUSINESS:** None

**NEW BUSINESS:**

- A. Presentation by Southern Arizona Veterans and First Responders about the Living Memorial-** Mr. Curtis Stowell & Ms. Kay Williams – Mrs. Shilling took the agenda out of order and a presentation was made by Kay Williams and Curt Stowell regarding the Arizona Living Memorial. She spoke to those in attendance and showed a brief video. Mr. Stowell also spoke to the board regarding fundraising efforts.
- B. Discussion and Possible Action on Approval of Resolution 2018-07, Authorizing the Use of Scott Bennett as Legal Counsel for the Green Valley Fire District, and Authorizing Chief Wunder to Sign a Letter of Engagement for Legal Services with Coppersmith Brockelman-** Chief Wunder requested the Board approve the authorization of a letter of engagement to allow Green Valley Fire District to begin doing business with a new attorney, from the firm Coppersmith Brockelman. He had already briefed the Board on the reasons, and gave several reasons for the change. Mr. Katzel made a motion to approve the letter of engagement. Mr. Allen seconded. All were in favor, and the motion passed (5-0.)

- C. Discussion and Possible Action on Approval of Resolution 2018-08, an Intergovernmental Agreement with Pima County for the Installation, Operation and Maintenance of Emergency Vehicle Preemption Equipment-** Chief Wunder advised this is just a renewal of an existing agreement with Pima County for continuation of preemption. He advised there are no challenges or hardships. Mr. Katzel made a motion to accept the resolution. Mr. Smith seconded. All were in favor, and the motion passed, (5-0.)
- D. Discussion and Possible Action on Moving the GVFD Board of Directors Meeting Date from December 26, 2018 to December 12, 2018-** Chief Wunder – Chief Wunder advised this is standard business to move the December meeting to December 12, due to the Christmas holiday. Mr. Katzel made a motion to move the meeting. Mr. Allen seconded. All were in favor, and the motion passed, (5-0.)

**Future Agenda Items: None**

**September 11<sup>th</sup> Event:** Tuesday, September 11, 2018 at 07:00 A.M. at Station 151.

**Regular Board Meeting:** Wednesday, September 26, 2018 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

**GVFFA Chili Cook Off:** Friday, September 28, 2018 at 6:00 P.M. at Quail Creek Ballroom, 2055 E. Quail Crossing Blvd

**ADJOURN**

There being no further business, Ms. Shilling adjourned the meeting at 10:05 hours.

Respectfully Submitted by:

  
\_\_\_\_\_

Tom Allen, Board Clerk

Green Valley Fire District