

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 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. 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: Mrs. Schuster – Mrs. Schuster presented the minutes from the Regular meeting of January 30, 2019 & the Special Minutes from February 6, 2019 for approval. Mrs. Schuster 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: There was no pension board update.

REPORTS AND CORRESPONDENCE

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

- 1. Employee/Community Recognition** – Chief Wunder presented the 2018 Employee of the Year award to Firefighter Austin Roush. He thanked Firefighter Roush for his dedication and commitment to the Green Valley Fire District.
- 2. Legislative Issues** – Chief Wunder reported that the 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.

- 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, which were on the agenda for this meeting, but have been tabled.
- 4. Administrative/Management Update** – Chief Wunder provided an update on the timing and implementation of the outsourcing of payroll. He then formally announced Kay Polzin’s retirement date of May 23, 2019.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder gave an update on the VECC pilot program of the web-based cad system. Chief Kosiorowski is working on that program, with a target deploy date of July 1, 2019. He also informed the Board there will be a VECC budget meeting next month, and that GVFD should plan for an increase in our fees to the VECC due to increased call volume. Mr. Smith asked questions about fees in other communications centers, which was addressed.

B. OPERATIONS REPORT: Chief Kosiorowski -

- 1. Response Data** – Chief Kos reported on 904 calls for the month of January. We responded to 462 medical calls, which equaled 51%. 365 calls were service related, equaling 40%, and GVFD responded to nine fires. He also gave an update on transports for the month, (102) 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 33 patients in January, with three 911-transfers, 16 scheduled appointments, and 14 employee visits. There were 20 BLS classes held this month, for a total of 103 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 1874.5 logged training hours for the month of January. These hours included the ACLS & PALS refresher, St. Mary’s Hospital Airway Lab, and a Fitness Symposium. There were no questions. His report is on file.

C. Fire Prevention: Mr. Dennis Stiegleiter -

- 1. Potentials Report** – There was one fire to report on for the month of January, for a potential loss of \$200,000.00, and an

actual loss of \$10.00. 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 81 total permits issued from the Town of Sahuarita in January, with 7 of them being solar permits. Residential home permits are holding steady, with 25 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 January. Fire Corps currently has 66 active members. Mr. Pratt gave an update on volunteer hours for Fire Corps, which totaled 1,058. This translated to a savings to GVFD for January of \$24,408.00. The PowerPoint presentation touched on trends in the smoke alarm battery program, as well as lockbox installs. He then spoke about the annual Pancake Breakfast, which served 547 people, and raised \$3,811.00 at the door. He then discussed the public and media events Fire Corps assisted with in January, such as the Baja softball league AED training, the volunteer showcase, and the SCVRH public forum. Mr. Pratt then touched on the media coverage for the year and thanked them for their support. Mr. Pratt also provided a CERT update. Mr. Katzel posed a question to Mr. Pratt about applications, which was addressed. The complete report is on file.

E. Financial Update: Steven Rodriguez -

- 1. January Financial Report-** For the month of January, tax levy revenue was under budget at \$190,128.00, budgeted at \$206,586.00. This was under budget due to timing on collections. Non-levy revenue was over budget at \$123,737.00, budgeted at \$94,490.00. The reason for the variance was ambulance revenue, which is far exceeding projections. Personnel expenses for the month were at \$596,256.00, which were under budget by

\$17,347.00, budgeted at \$613,603.00. Building and Fleet are under budget by \$12,039.00, at \$44,988.00 budgeted at \$57,027.00. This month, Communications came in under budget by \$2,849.00, at \$9,977.00, budgeted at \$12,825.00. Managerial came in under budget by \$16,819.00, at \$32,319.00, budgeted at \$49,138.00. From a YTD perspective, total revenues are at \$7.6 million, which puts us over budget by \$659,749.00.00, budgeted at \$6.9 million. For the YTD expense percentages breakdown: Personnel is the largest at 80%, Communications is at 9%, OPS is at 6%, and Managerial is at 5%. The District's cash position is at \$4.61 million dollars, which is up from \$3.27 million this time last year. 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. NEW BUSINESS: Discussion and Possible Action on Resolution 2019-03-Madera Highlands Site Annexation-Chief Kos- Chief Kosiorowski presented this as a cleanup simple annexation, as this is a common area for Madera Highlands. Mr. Smith made a motion to accept the annexation as presented. Mr. Katzel seconded the motion. All were in favor, and the notion passed, (5-0).

B. Discussion and Possible Action on Personnel Policy Changes; - Talia Carey- This item has been tabled per Chair Allen.

Future Agenda Items: None

Announcements:

Board Budget Meeting #2: Wednesday March 6, 2019 at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

Regular Board Meeting: Wednesday, March 27, 2019 at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

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

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