

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 September 27, 2017

REGULAR BOARD MEETING MINUTES

CALL TO ORDER/ ROLL CALL: Board Chairperson Shilling called the Regular Board Meeting to order at 0900 hours. Members of the Board present included: Board Chair Mikel Shilling, 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. Tom Allen - Board Clerk Tom Allen presented the minutes from the Regular Meeting of August 30, 2017 and the Special Meetings of September 11, 2017 and September 20, 2017 for approval. Mr. Katzel made a motion to approve all three sets of minutes, with corrections made prior to this meeting. Nancy Schuster seconded the motion. There was no further discussion, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Smith reported there was a meeting on August 31, 2017 to accept the 5 probationary firefighters into the pension system. During that meeting, Engineer T. John Smith spoke regarding his pension buy back request. The Pension Board went into Executive Session and had a conference call with their attorney, however no action was taken concerning that issue.

REPORTS AND CORRESPONDENCE

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

- 1. Employee/Community Recognition** - Chief Wunder had no recognition topics to report on for the month of August.
- 2. Legislative Issues** - Chief Wunder stated they are starting to build the legislative agenda. Some hot topics include pension

reform, CON expansion legislation, as well as JPA'S, mergers and consolidations.

- 3. GVFFA Meet & Confer Update** – Chief Wunder met with the Association recently to discuss our upcoming hiring process and focused on cleaning up some of the language regarding when applicant's certifications need to be submitted.
- 4. Administrative/Management Update** – The staff is in the middle of analyzing administrative processes and cleaning up these practices. Ms. Carey will have the Administrative SOG's finalized and Board Book updates completed by January, 2018.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder gave an update on the hiring of the new VECC Manager. He announced the hiring of Mr. Carl (Rob) Fortner, out of Alabama. Mr. Fortner started with his new career this morning in the communications center.

B. OPERATIONS REPORT: Division Chief Joey Kosiorowski -

- 1. Fractiles/Response Data** – DC Kosiorowski reported on 1009 calls for the month. We responded to 381 medical calls, which equaled 38%. 568 calls were service related, equaling 56%, and GVFD responded to 4 fires equaling 1%. There were no other questions. His report is on file.
- 2. Training and Communications** – DC Kosiorowski gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were no questions. His report is on file.
- 3. Nurse Practitioner/FBUMS/BLS** – DC Kosiorowski gave a PowerPoint Presentation on the NP Program and BLS. NP O'Brien saw 36 patients in August, including 3 911 transfers, 19 scheduled appointments, and 14 employee visits. There were no Cat Wellness visits in August. There were 23 BLS Classes held in this month, for 110 students. There were no questions. The complete report is on file.

C. Fire Prevention: Fire Marshall Dennis Stiegleiter -

- 1. Potentials Report** – There was one fire to report on this month, with a potential loss of \$375,000.00 and an actual loss of \$60,000.00. This was a lightning strike to a porch attic on Stronghold Canyon, which crews responded to. There were no questions. The complete report is on file.

- 2. Prevention Activities Report** – Mr. Stiegleiter reported on the inspections, and reported that re-inspections are beginning to trend down. The Prevention Division is keeping busy, and they are currently running close to the totals from last year. There were no questions. The complete report is on file.
- 3. Construction Report** – Mr. Stiegleiter gave a PowerPoint presentation and update of the current construction projects underway in Green Valley and Sahuarita. There were 68 total permits issued in August, though no new commercial permits were issued this month. 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 August. Fire Corps currently has 68 active members. In August, the volunteer hours for Fire Corps totaled 724. The cost savings to the district for August due to these volunteer hours was \$16,702.00. Volunteer hours for this year to date are now totaling 6,694, with Fire Corps personnel gaining access to over 1500 homes thus far. Mr. Pratt spoke about the public events GVFD Fire Corps assisted with, such as Paws in the Pool, the water safety expo, kickball with the first responders, and touched on the media coverage for the month. He also gave an update on Cert activities. There were no questions. The complete report is on file.

E. Financial Update: Melissa Tomlinson -

- 1. August Financial Report-** For the month of August, tax levy revenue was \$25,424.00 which was \$83,077.00 under budget, due to the timing of tax collections. Non-levy revenue was at \$166,035.00, which was over budget by \$112,873.00. Wildland revenue was the predominate reason for the variance. Personnel expenses for this month were at \$599,618.00 which were over budget by \$13,542.00, also due to Wildland. Buildings and Fleet came in under budget at \$36,329.00. This month, Communications came in over budget at \$20,706.00. Managerial was at \$30,225.00, budgeted at \$38,801.00. For the YTD expense percentages breakdown, Personnel is the largest at 79%, Communications is at 6%, OPS are at 5%, and Managerial is at 5%. The District's cash position is at \$1.9 million dollars, up from this time last year. Mr. Katzel had a question regarding a

decline in assets (cash) from the month, which Ms. Tomlinson addressed. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mr. Smith seconded. All were in favor and the financials were approved, (5-0).

OLD BUSINESS: None.

NEW BUSINESS:

A. Discussion and Possible Action Regarding Personnel Policy EB118, Deferred Compensation (457): Chief Wunder - Chief Wunder spoke to the board, requesting permission to amend Personnel Policy EB118, as it applies to the contribution rates of the administration employees 457 accounts. He explained the language to the Board and the reason for the adjustment. He also notified the Board that the administrative staff had been briefed on the need for the revision and had not expressed any consternation with the policy revision. Mr. Katzel made a motion to accept the amendment to the policy. Mr. Allen seconded. All were in favor, and the motion passed, (5-0).

B. Discussion and Possible Action on Resolution 2017-04, Increasing the Period for Amortizing the Liability Attributable to the Public Safety Personnel Retirement System Members from Twenty Years to Thirty Years Pursuant to 38-842(42): Chief Wunder- Chief Wunder emphasized the significance of the flexibility the district could have, should we take advantage of the change in the amortization period. He stated he planned on still paying at the twenty-year rate, however thought it would be beneficial to have the flexibility that the thirty-year schedule could provide. Mr. Katzel made a motion to approve the thirty – year period. Mr. Smith seconded. Mr. Allen asked if board will be notified if the thirty-year adjustment would be made, Chief Wunder advised he would need to notify the board. He also stated the PSPRS Board must be notified as well. All were in favor, and the motion passed, (5-0).

C. Discussion and Possible Action on Moving the GVFD Board of Directors Meeting Date from December 27, 2017 to December 13, 2017: Chief Wunder - Chief Wunder and Mrs. Shilling stated we normally do this each year due to the holidays. Mr. Katzel requested posed alternate dates of the 12th or the 14th instead, due to scheduling conflicts. Mr. Allen made a motion to hold the meeting on Thursday, December 14, 2017. Mrs. Schuster seconded. All were in favor, and the motion passed, (5-0).

FUTURE AGENDA ITEMS: None

ANNOUNCEMENTS:

GVFFA Chili Cookoff at Quail Creek: September 29, 2017, at 5:00 P.M. at the Quail Creek Ballroom, 2055 E. Quail Crossing.

Wilford Retirement Ceremony: October 6, 2017, at 9:00 A.M. at Station 151, 250 N. La Canada Dr.

GVFD Pancake Breakfast: October 13, 2017, from 7:00 A.M. to 10:00 A.M. at Station 151, 250 N. La Canada Dr.

DHFD/TFD/GVFD/PYFD Fire Prevention Ceremony: October 17, 2017 from 9:00 A.M. to 11:00 A.M. at Casino Del Sol AVA Amphitheater.

Eller College NP Planning Meeting: October 18, 2017 at the Green Valley Fire District Headquarters/Training Center.

Regular Board Meeting: October 25, 2017, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center.

ADJOURN REGULAR BOARD MEETING: There being no further business, Mrs. Shilling adjourned the meeting at 09:58 hours.

Respectfully Submitted by:



Tom Allen, Board Clerk
Green Valley Fire District