

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 May 30, 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, Mr. Harry Smith and Ms. Nancy Schuster. See attached sign-in sheets for Green Valley Fire District staff, Green Valley Fire Corps, and members of the public present.

PLEDGE OF ALLEGIANCE: Mr. Katzel 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 April 25, 2018 and the Special Meeting of May 2, 2018 for approval. Mr. Katzel made a motion to approve the minutes. Mrs. Schuster seconded the motion. All were in favor, and the minutes were approved, (5-0).

LOCAL PENSION BOARD UPDATE: Mr. Smith gave the pension board update. There was no meeting to report on, however a new pension board member, (Mr. Roger Allinson), was vetted and recommended by Mr. Smith to the Board. Chairperson Shilling elected to take New Business agenda Item B out of order and appointed Mr. Roger Allinson to the Pension Board. Mrs. Shilling then took New Business agenda Item C out of order, swearing in Mr. Allinson to the Pension Board.

REPORTS AND CORRESPONDENCE

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

- 1. Employee/Community Recognition** - Chief Wunder had nothing new to report. Mrs. Shilling had some comments about employee recognition, regarding the great service GVFD provides.

- 2. Legislative Issues** – Chief Wunder reported that the legislative session had wrapped up. SB 1268 did not make an impact this session, but it may return next session.
- 3. GVFFA Meet & Confer Update** – Chief Wunder notified the Board that the latest meet and confer was postponed, however all is still running smoothly.
- 4. Administrative/Management Update** – Chief Wunder advised management had been heavily focused on budget season and is wrapping that up.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder reported he is currently wrapping up the subscriber agreements for the VECC.

B. OPERATIONS REPORT: DC Kosiorowski -

- 1. Fractiles/Response Data** – Chief Kos reported on 1080 calls for the month of April. We responded to 423 medical calls, which equaled 39%. 586 calls were service related, equaling 54%, and GVFD responded to 2 fires, which equaled 1%. He also gave an update on transports for the month, (104), 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 981 logged Fire training hours for the month of April. These hours included the wrap up of the new hire academy. 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 38 patients in April, including 1 911 transfer, 19 scheduled appointments, 0 CAT wellness visits, and 18 employee visits. There were 13 BLS Classes held this month, for a total of 71 students. There were no questions. The complete report is on file.

C. Fire Prevention: Mr. Roger Thompson -

- 1. Potentials Report** – There were no fires to report for the month of April. 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 the Crossings. There were 122 total permits issued from the Town of Sahuarita in April, with 13 of them being solar permits. Residential home permits are holding steady, with 37 permits issued 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 April. Fire Corps currently has 67 active members. In April, the shift volunteer hours for Fire Corps totaled 676. Mr. Pratt then highlighted the notable efforts of Fire Corp member Ted Hoeger, thanking him for all his assistance. Mr. Hoeger has been a member of Fire Corps since July of 2015 and has already put in over 1900 volunteer hours. Mr. Pratt also spoke about the 5 public and educational events that Fire Corps and GVFD crews assisted with in April; such as the Quail Creek Car show, HOA presentations, station tours, and other various special events. He also touched on the media coverage for the month and thanked the media for its support. Mr. Pratt provided a CERT update. There were no questions. The complete report is on file.

E. Financial Update: Melissa Tomlinson -

- 1. February Financial Report-** For the month of April, tax levy revenue was over budget at \$1,990,818.00, budgeted at \$1,112,810.00. Non-levy revenue was over budget at \$135,232.00, budgeted at \$126,243.00. Wildland were the primary reason for the variance. Personnel expenses for the month were at \$589,997.00, which were over budget by \$1,341.00. Buildings and Fleet are at \$36,636.00, under budget by \$21,701.00. This month, Communications came in under budget at \$7,048.00, budgeted at \$77,275.00. Managerial came in under budget at \$31,640.00, budgeted at \$46,287.00. From a YTD perspective, total revenues are at \$10.6 million, which puts us over budget by \$1.4 million. The majority of the overage

is Non-Tax revenue and 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 \$4.5 million, which is up from \$4 million this time last year. Mrs. Shilling had a question regarding the timing of wildland payments which was addressed. Mr. Katzel had a question about warrants and surpluses, which was addressed. There were no other questions. The complete report is on file. Mr. Katzel made a motion to accept the financials. Mr. Allen seconded. All were in favor, and the financials were approved, (5-0).

OLD BUSINESS: None

NEW BUSINESS:

- A. Discussion and Possible Action on Consent and Waiver for VECC Subscriber Agreement** - Chief Wunder presented a consent waiver at the request of Attorney Whittington, regarding his representation of several area fire districts. Mr. Katzel made a motion to accept the waiver. Mr. Smith seconded. All were in favor and the motion passed. (5-0).
- B. Appointment of Green Valley Local Pension Board Member** - Board Chairperson Shilling appointed Mr. Roger Alinson to the pension board.
- C. Swearing In of Local Pension Board Member** - Board Chairperson Shilling – Mrs. Shilling swore in Mr. Allinson to the pension board.
- D. Discussion and Possible Action on Resolution 2018-03 – Election Resolution** - Chief Wunder brought forth the election resolution and advised the Board that this is standard business regarding the two incumbents, Mr. Allen and Mr. Katzel. Mr. Smith made a motion to approve the resolution. Mr. Katzel seconded. All were in favor, and Resolution 2018-03 for was approved, (5-0).
- E. Open Public Hearing of GVFD FY 2019 Budget** – Fire Chief Chuck Wunder - Chief Wunder presented the finalized budget for FY2019 to the Board for Public Hearing. Mr. Katzel moved to open the hearing. Mrs. Schuster seconded. All were in favor, and the motion was approved, (5-0).

F. Close Public Hearing of GVFD FY 2019 Budget- Fire Chief Chuck Wunder - There were no comments on the FY 2019 Budget. Mr. Katzel moved to close the Public Hearing. Mrs. Schuster seconded the motion. All were in favor to close the hearing, and the motion passed, (5-0).

G. Discussion and Possible Action of Ratification of GVFD FY 2019 Budget – Chief Wunder - Chief Wunder requested the Board ratify the FY 2019 Budget as presented, which includes standard steps for employees, as well as a cost of living increase. This budget has no tax levy increase in it. Mr. Katzel made a motion to accept and ratify the budget as presented. Mrs. Schuster seconded. All were in favor and the FY 2019 Budget was ratified, (5-0).

Future Agenda Items: None

ANNOUNCEMENTS

Regular Board Meeting: Wednesday, June 27, 2018 at 9:00 A.M.
at the Green Valley Fire District Headquarters/Training Center.

ADJOURN

There being no further business, Ms. Shilling adjourned the meeting at 9:42 hours.

Respectfully Submitted by:



Tom Allen, Board Clerk
Green Valley Fire District