

Green Valley Fire District

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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 January 30, 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, Mrs. Sandi Richey, Clerk Nancy Schuster and Mr. Harry Smith. Mr. Bill Katzel was absent. 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. Allen 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 December 12, 2018 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, (4-0).

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 recognized Rio Rico Board Member Mike Carlson, who was here visiting for the Board Meeting. Chief Wunder then presented Captain Phil Comaduran with his 15-year pin, Engineer Josh Dyer with his five-year pin and Engineer Randy Creighton with his five-year pin. He thanked those employees for their commitment to GVFD.
- 2. Legislative Issues** – Chief Wunder reported that he recently attended the AFDA Winter Conference, and gave an update on several topics covered there, such as updates to the regulations affiliated with mergers and consolidations, and long-term taxes related to unfunded pension liability.
- 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 should be ready to present at next month's

Board meeting. A main focus of Meet and Confer continues to be bringing the staffing on the LT back to Code 30.

- 4. Administrative/Management Update** – Talia Carey introduced new administrative employee Monica Bell to those who were in attendance. Chief Wunder also gave an update on the outsourcing of payroll.
- 5. Valley Emergency Communication Center (VECC) Update** – Chief Wunder gave an update on the VECC January Board meeting, which Chair Allen attended. He also advised that Chief Kos is currently at the VECC testing out the CAD Rapid Deploy system. Mr. Smith posed a few questions about the system and the software, which Chief Wunder addressed.

B. OPERATIONS REPORT: Chief Wunder for Chief Kos -

- 1. Response Data** – Chief Wunder reported on 859 calls for the month of December. We responded to 475 medical calls, which equaled 55%. 313 calls were service related, equaling 36%, and GVFD responded to eight fires. He also gave an update on transports for the month, (116), as well as the destinations of those transports. He also went over annual trends, with this calendar year-to-date being GVFD's busiest year-to-date. (11,571 total calls for the year). There were no questions. His report is on file.
- 2. Nurse Practitioner Response Unit/BLS** – Chief Wunder gave a PowerPoint Presentation on the NP Program and BLS Classes. NP O'Brien saw 30 patients in December, with zero 911-transfers, 14 scheduled appointments, and 16 employee visits. There were 23 BLS Classes held this month, for a total of 119 students. There were no questions. The complete report is on file.
- 3. Training and Communications** – Chief Wunder gave a PowerPoint presentation, which touched upon the following: (i) Incidents, (ii) PR Events, and (iii) Training. There were 779.75 logged training hours for the month of December. These hours included the Intubation Refresher, District CPR classes, and Extrication Tool Demonstration. GVFD reported that we have received a grant from the Governor's office of Highway safety for extrication tools. There were no questions. His report is on file.

C. Fire Prevention: Mr. Roger Thompson -

- 1. Potentials Report** – There was one fire to report on for the month of December, for a potential loss of \$146,000.00, and an actual loss of \$800.00. 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 73 total permits issued from the Town of Sahuarita in December, with 14 of them being solar permits. Residential home permits are holding steady, with 13 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 December and gave a recap for the entire year. Fire Corps currently has 67 active members. Mr. Pratt gave an annual update on volunteer hours for Fire Corps, which totaled 9,902. This translated to a savings to GVFD for 2018 of \$228,439.00. The PowerPoint presentation touched on annual trends in the smoke alarm battery program as well as lockbox installs (476). Mr. Pratt spoke about the White Elephant Grant that Fire Corps received, and what the monies were used to purchase. Mr. Pratt spoke about the 104 scheduled annual public and educational events that Fire Corps and GVFD crews assisted with in 2018 and gave a recap of those events and the impact on the community. He also gave a social media overview for the year. Mr. Pratt then touched on the media coverage for the year and thanked them for their support. Mr. Pratt then provided an annual CERT update. Harry Smith asked a question about CERT staffing, which Mr. Pratt addressed. The complete report is on file.

E. Financial Update: Gabe Buldra -

1. December Financial Report- For the month of December, tax levy revenue was under budget at \$499,997.00, budgeted at \$653,362.00. This was under budget due to timing. Non-levy revenue was over budget at \$186,887.00, 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 \$625,262.00, which were slightly under budget by \$4,411.00, budgeted at \$629,673.00. Building and Fleet are under budget by \$44,032.00, at \$92,066.00, budgeted at \$136,098.00. The reason for the variance is savings on fleet repairs and maintenance. This month, Communications came in under budget by \$15,118.00, at \$152,149.00, budgeted at \$167,267.00. Managerial came in under budget by \$3685.00, at \$40564.00, budgeted at \$44,248.00. From a YTD perspective, total revenues are at \$7.3 million, which puts us over budget by \$621,308.00, budgeted at \$6.6 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 \$5.24 million dollars, which is up from \$3.65 million this time last year. The complete report is on file. Mr. Smith made a motion to accept the financials. Mrs. Schuster seconded. All were in favor, and the financials were approved, (4-0).

OLD BUSINESS: None

- A. NEW BUSINESS: Discussion and Possible Action on Final Audit Report** – Chief Wunder presented the finalized version of the District audit for approval, as it had previously been in draft version. Mrs. Schuster made a motion to approve the final audit. Mr. Smith seconded the motion. All were in favor, and the final audit was approved, (4-0).
- B. Discussion and Possible Action on Purchase of Staff Vehicles** – Chief Wunder made a request to the Board to purchase two new staff vehicles, specifically one for Fire Corps, and one to replace his vehicle. To assist in the purchase of the Fire Corps vehicle, the District has received a \$12,000.00 grant from the White Elephant earlier this year. Chief Wunder requested the Board entertain a motion to purchase these two vehicles, with the total amounts not to exceed \$46,000.00 for his staff vehicle, and \$31,700.00 for the Fire Corps vehicle. Mrs. Richey made that motion. Mr. Smith seconded. All were in favor, and the motion passed, (4-0).
- C. Discussion and Possible Action on Resolution 2019-01-Farmer's Water Company Well Site Annexation** – Chief Wunder presented a simple annexation request for the Farmer's Water Company well site. This annexation would provide more contiguous boundaries. Mr. Smith posed a question asking what the annexation was for, and Chief Wunder advised that these are empty lots at the moment. Mrs. Schuster made a motion to approve the simple annexation as presented. Mr. Smith seconded the motion. All were in favor, and Resolution 2019-01 was approved, (4-0).
- D. Discussion and Possible Action on Resolution 2019-02-Continental School Annexation** – Chief Wunder made a request to the Board to approve this resolution, which would clean up the boundaries for the Continental School. Mr. Smith made a motion to approve the annexation as presented. Mrs. Schuster seconded. All were in favor, and Resolution 2019-02 was approved, (4-0).

Future Agenda Items: None

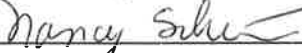
Board Budget Meeting #1: Wednesday February 6, 2019 at 8:30 A.M. at the Green Valley Fire District Headquarters/Training Center.

Regular Board Meeting: Wednesday, February 27, 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 10:00
A.M. hours.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District