

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 June 28, 2023 at 9:00 A.M.

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 that attended the meeting included: Board Chair Tom Allen, Board Clerk Nancy Schuster, Mr. Jeff Jamieson, and Sandi Richey. Mr. Bob Simmons 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. Jamieson 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.

REPORTS AND CORRESPONDENCE

A. Consent Agenda- Mr. Jamieson made a motion to approve all items on the consent agenda as presented, Mrs. Schuster seconded the motion. All were in favor and the consent agenda was approved, (4-0).

B. FINANCIAL UPDATE: Gabe Buldra –

- 1. May Financial Report-** Gabe Buldra presented the financial report and advised that for the month of May, tax-levy revenue was over budget by \$18,990 at \$510,755, budgeted at \$491,765. Non-tax levy revenue was over budget by \$128,038, at \$254,538, budgeted at \$126,500. Personnel expenses for the month were \$703,636, which was under by \$19,773, budgeted at \$723,409. Buildings and Fleet were under this month by \$138, at \$60,069, budgeted at \$60,207. This month, Communications came in over budget by \$10,354, at \$28,717, budgeted at \$18,363.

Managerial came in over budget by \$16,899, at \$67,143, budgeted at \$50,244. For the YTD expense percentages breakdown: Personnel is the largest at 77%, Communications is at 8%, OPS is at 9% and Managerial is at 6%. The District's cash position is at \$18,034,339, which is up from \$17,294,929 this time last year. The District's total debt is down by approximately \$475,540. There were no questions asked from the Board members. Mr. Jamieson made a motion to approve the financials as presented. Mrs. Schuster seconded the motion. All were in favor, and the financials were approved, (4-0).

C. CHIEF'S REPORT: Assistant Chief Kosiorowski for Chief Wunder

- 1. Employee/Community Recognition** –Chief Kosiorowski presented Fire Corp volunteer Jan Misner with a pin of recognition for completing 1000 hours of volunteer service and also thanked her for her commitment and dedication to GVFD.
- 2. Legislative Issues** – Chief Kosiorowski informed the group that there were no legislative updates at this time.
- 3. GVFFA Meet & Confer Update** – Chief Kosiorowski informed the group that Meet and Confer did meet last month, they continue to discuss acting roles and pay.
- 4. Administrative/Management Update** – Chief Kosiorowski started off by informing that Monica has been working on the Personal Action Forms and getting those signed by staff as well as getting ready for the audit. Next, Chief Kosiorowski noted that we had four students' complete paramedic class and also mentioned that Chief Van Alstine has been working on updating the medical reports to the new form and the new requirements. Next, Chief Kosiorowski reminded the group that this weekend marks the end of the fiscal year and with that we will bring on our next 24-hour ambulance into service. Next, Chief Kosiorowski informed the group that GVFD will be helping out with the Stars and Stripes event at the Town of Sahuarita, we will help run the medical portion at the Town Hall on July 4th. Lastly, Chief Kosiorowski reminded the group we had approved an Easement with Tucson Electric Power at the last board meeting and TEP responded back requesting a revision. The revised Easement will be back on the agenda at the next board meeting. Finally, Chief Kosiorowski informed the group that GVFD will welcome 6 new Firefighters this week.

D. OPERATIONS REPORT: Assistant Chief Kosiorowski

- 1. Response Data-** Asst. Chief Kosiorowski filed a written report with response and transport data for the month of May. There were no questions asked. The complete report is on file.
- 2. Nurse Practitioner Response Unit/ BLS –** Asst. Chief Kosiorowski filed a written report on the NP Program and BLS classes for the month of May. There were no questions, the complete report is on file.
- 3. Training and Communications –** Asst. Chief Kosiorowski filed a written report on Training for the month of May. There were no questions. The complete report is on file.
- 4. Bond Project Update-** Asst. Chief Kosiorowski filed a written report on the Bond Project Update for the month of May. There were questions asked and Chief Kosiorowski answered those questions appropriately. The complete report is on file.

E. FIRE PREVENTION: Roger Thompson for Fire Marshal Stiegleiter

- 1. Potentials Report –** Mr. Thompson presented on the potential fire loss for the month of May. Mr. Thompson stated there were no incidents for potential fire loss for the month of May. The complete report is on file. There were no questions asked.
- 2. Prevention Activities Report –** Mr. Stiegleiter filed a written report on the inspections and activities for the month of May and Mr. Thompson shared those details during the presentation. New construction and inspection data were discussed. There were no questions. The complete report is on file.
- 3. Construction Report –** Mr. Stiegleiter filed a written report on new construction activities for the month of May and Mr. Thompson presented those and a drone video of some of the current projects. There were questions asked and Mr. Thompson answered those questions accordingly.

F. COMMUNITY OUTREACH: L.T Pratt

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of May. The complete report is on file.
2. **I am GVFD-**This months I am GVFD featured David Fox who gave a presentation about his career and personal life.

OLD BUSINESS- None

NEW BUSINESS –

A. Discussion and Possible action to direct the Fire Chief to cast an election ballot in the Arizona Fire District Association election. – Asst. Chief Kosiorowski

Chief Kosiorowski requested approval to authorize the Fire Chief to cast an election Ballot in the Arizona Fire District Association election. There were no questions asked from the Board members. Mrs. Schuster made a motion authorizing the Fire Chief to cast an election ballot in the Arizona Fire District Association election, Mr. Jamieson seconded the motion and the motion passed (4-0).

B. Discussion and Possible Action on Approval of Resolution 2023-23; FY 2024 PSPRS Pension Funding Policy. – Asst. Chief Kosiorowski

Chief Kosiorowski presented Resolution 2023-23, requesting approval for the Pension Funding Policy and presented supporting information. There were no questions asked from the Board members. Mr. Jamieson made a motion to approve Resolution 2023-23, FY 2024 PSRS Pension Funding Policy as presented; Mrs. Schuster seconded the motion and the motion passed (4-0).

C. Discussion and Possible Action to Purchase New Office Furniture – Asst. Chief Kosiorowski

Chief Kosiorowski requested approval from the Board members to purchase new office furniture, not to exceed the amount of \$28,000. Chief Kosiorowski provided supporting information regarding cost estimates and furniture descriptions for each staff member. There were questions asked from the board members and Chief Kosiorowski answered all questions presented. Mrs. Schuster made a motion to approve the purchase of new office furniture, not to exceed the amount of \$28,000. Mr. Jamieson seconded the motion and the motion passed (4-0).

D. Future Agenda Items: None

Announcements:

Regular Board Meeting: Wednesday, July 26, 2023, at 9:00 A.M. at the Green Valley Fire District Headquarters/Training Center, 1285 W. Camino Encanto Green Valley, AZ 85622.

ADJOURN

There being no further business, Board Chair Allen adjourned the meeting at 9:49a.m.

Respectfully Submitted by:



Nancy Schuster, Board Clerk

Green Valley Fire District