

# Green Valley Fire District

1285 West Camino Encanto  
Green Valley, Arizona 85622-8222  
520/625.9400

[www.gvfire.org](http://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 December 16, 2020 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 Mrs. Nancy Schuster, Mr. Jeff Jamieson, Mr. Bill Katzel and Mrs. Sandi Richey. All members and staff attended electronically. 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 or logged in to the meeting who wished to address the Board.

**CLERK'S REPORT: Board Clerk Schuster** – Board Clerk Schuster presented the minutes from the Regular Meeting of November 25, 2020 and the Executive Session minutes from November 25, 2020. Mr. Katzel made a motion to approve the minutes as presented. Mrs. Richey seconded the motion. All were in favor, and the minutes were approved, (5-0).

**LOCAL PENSION BOARD UPDATE: Mrs. Richey-** Mrs. Richey advised there was no pension meeting in November, therefore there was no update.

### **REPORTS AND CORRESPONDENCE**

#### **A. CHIEF'S REPORT: Chief Wunder –**

- 1. Employee/Community Recognition-** Chief Wunder thanked the Administrative staff for decorating the office for the holidays. Chief Wunder also noted that the Wildland crew will be coming home later this week.
- 2. Legislative Issues** – Chief Wunder stated there was nothing new to report since last month's meeting.
- 3. GVFFA Meet & Confer Update** – Chief Wunder noted there was a meeting yesterday 12/15/2020 where they discussed the Logistics Captain position.
- 4. Administrative/Management Update** – Chief Wunder stated there was nothing new to report since last month's meeting. Mr. Allen asked a

question about the COVID-19 vaccine and when it should reach the Fire District, which Chief Wunder addressed.

5. **Valley Emergency Communication Center (VECC) Update** –Chief Wunder stated there will be a meeting with VECC this afternoon, and he will update the Board after that meeting.

#### **B. OPERATIONS REPORT: Division Chief Kosiorowski-**

1. **Response Data** – Chief Kosiorowski filed a written report, with response and transport data for the month of November. Chief Kosiorowski stated there was a live fire training done at DMAFB with three other Districts. Mrs. Schuster asked a question about the new Hospital in Sahuarita which Chief Kosiorowski addressed. There were no further questions, the complete report is on file.
2. **Nurse Practitioner Response Unit/ BLS** – Chief Kosiorowski filed a written report on the NP Program and BLS classes stating the District still has not opened for public classes. There were no questions, the complete report is on file.
3. **Training and Communications** – Chief Kosiorowski filed a written report on Training for the month of November. Chief Kosiorowski wanted to add that Firefighter Amanda Tucker is back from Air Force tech school. There were no questions, the complete report is on file.

#### **C. FIRE PREVENTION: Fire Marshal Stiegleiter-**

1. **Potentials Report** – Fire Marshal Stiegleiter stated there were no potential fire losses for the month of November. There were no questions, the complete report is on file.
2. **Prevention Activities Report** - Fire Marshal Stiegleiter filed a written report on the inspections and activities for the month of November, stating they have a few more businesses in Green Valley that are waiting on re-inspections. There were no questions. The complete report is on file.
3. **Construction Report** – Fire Marshal Stiegleiter filed a written report on the construction activities for the month of November. There were no questions. The complete report is on file.

#### **D. COMMUNITY OUTREACH: Chief Wunder for Mr. Pratt-**

1. **Public Education Events-** Mr. Pratt filed a written report on Community Outreach and Fire Corps activities for the month of November. Chief Wunder presented the information to the Board. There were no further questions. The complete report is on file.

## **E. FINANCIAL UPDATE: Gabe Buldra –**

- 1. November Financial Report-** Mr. Buldra advised that for the month of November, tax-levy revenue was under budget by \$1,022,567.00, at \$753,660.00, budgeted at \$1,776,227.00. Non-tax levy revenue was over budget by \$117,535.00, at \$208,733.00, budgeted at \$91,198.00. Personnel expenses for the month were at \$656,961.00, which was under budget by \$15,555.00, budgeted at \$672,516.00. Buildings and Fleet were under budget this month by \$5,365.00, at \$44,943.00, budgeted at \$50,308.00. This month, Communications came in over budget by \$6,041.00, at \$27,179.00, budgeted at \$21,138.00. Managerial came in over budget by \$1,611.00, at \$59,283.00, budgeted at \$57,671.00. From a YTD perspective, total revenues are at \$7,242,339.00, which puts us over budget by \$594,547.00, budgeted at \$6,647,792.00. For the YTD expense percentages breakdown: Personnel is the largest at 80.0%, Communications is at 9.0%, Managerial is at 6.0% and OPS is at 5.0%. The District's cash position is at \$7,779,020.00, which is up from \$ 6,526,458.00 this time last year. The District's total debt is down by approximately \$782,000.00. There were no questions. The complete report is on file. Mr. Katzel made a motion to accept the financials and Mrs. Richey seconded the motion. All were in favor, and the financials were approved, (5-0).

**OLD BUSINESS-** None

**NEW BUSINESS –** None

**Future Agenda Items:** None

### **Announcements:**

**Regular Board Meeting:** Wednesday, January 27, 2021 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 9:21 A.M.

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Nancy Schuster", is written over a horizontal line.

Nancy Schuster, Board Clerk

Green Valley Fire District