Regular Board of Directors Meeting
Headquarters / Training Center
April 28, 2009

CALL TO ORDER: Chairman Edward M. Clarke called the meeting to order at 0917.

ROLL CALL/PLEDGE OF ALLEGIANCE: Members of the Board present included Mr. Dave Appleton, Mr. Frank Karsh and Chairperson Edward Clarke. For staff and members of the public present see attached sign in sheets. Mr. Clarke asked Mr. Appleton to lead the Pledge of Allegiance.

CALL TO THE PUBLIC: Mr. Clarke reviewed the attached notice of intention to speak form and noted that Mr. Bill Katzel requested to speak. Mr. Clarke thanked Mr. Katzel for his comments and community updates.

CLERK'S REPORT: Mr. Clarke presented the minutes of the Regular Board Meeting of February 25, 2009 and the Special Board Budget Workshop from March 8. 2009. Mr. Clarke moved the minutes be accepted as presented, Mr. Appleton seconded and the motion passed 2-0. Mr. Karsh did not vote.

CHIEF'S REPORT: Fire Chief Simon Davis

A. **Legislative Issues-** None.
B. **Growth/Annexation Issues-** None.
C. **GVFFA Meet & Confer Update -** Chief Davis said that Mr. Kevin Malaney, President of the GVFFA, would be making a presentation at the next Regular Board Meeting on May 27, 2009.

OPERATIONS REPORTS: Chief Davis presented the Operations Reports in the absence of Assistant Chief Bill Bohling.

A. **Fractiles/Response Data** – The Fractile Report for February showed the crews responded to all EMS calls within the entire District in 8 minutes or less 91% of the time, and 89% of the time within Sahuarita for
B. **Call/Station Summaries** – The Alternative Response Vehicle responded to approximately 71 calls in March and although the ARV calls are going smoothly, there are still some issues regarding how and under what circumstances the vehicle is dispatched.
C. **Fleet/Facilities Report** – Report on file.
D. **Training/Safety Report**. – Report on file.
E. **Fire Corps Update** – Mr. Dave Smith, Public Information Officer for Fire Corps, noted that with the recent graduating class, the Green Valley Fire Corps has 43 members. Mr. Smith also

noted that donations have been made to Fire Corps in the amount of $500 from the Home Tour and $1,000 from the Lions Club.

ADMINISTRATIVE REPORTS

A. **Financials** – Mr. Keith Vincent, Financial Manager, presented the District financial reports for the month of February. He reported that Total Actual Revenue YTD was over Total Budgeted Revenue YTD by $278,419 due mostly to Wildland Fire reimbursement, unexpected grant activity, and revenues from training programs.. Total Actual Expense YTD is under Total Budgeted Expense YTD by $469,853 due to lower than budgeted fuel costs, planned delays in purchasing and attention to scheduling.
B. **Administrative Division Update -** Administrative Division Chief Sayre said that we have a total of 77 active Fire Protection Agreements in place. ADC Syre thanked Ms. Hutton for the great job coordinating our benefits analysis in preparation for the Annual Benefits Update. ADC Syre said she has not heard anything specific as yet from the Governor's Office regardin gout request for support via the Federal Stimulus funds. She said she is preparing our application for a grant through the Assistance to Firefighter Grant (AFG) which is expected to open early next month.
C. **PREVENTION/PUBLIC EDUCATION REPORTS: Chief Simon Davis presented the Operations Reports in the absence of Deputy Fire Marshal Mark Stonestreet.**
A. **Potentials Report** – Report on file.
B. **Activities Report** – Report on file.

COMMUNITY ACTIVITIES: Community Affairs and Public Information Officer Captain Melissa Smith

A. **Community Report**- Report on file.
B. **CERT** – Mr. Bill Kerr said that with the recent graduating class there are 104 member of the Green Valley CERT.
C. **GVFD BLS –** Administrative Chief Sayre reported that the Basic Life Support Department trained 184 people during March and April in various like support classes**.**

OLD BUSINESS - None.

COMMITTEE REPORTS

A. **Local Pension Board Update** – No report.
B. **Station Committee Update –** Mr. Dave Appleton said that the ground breaking ceremony is immediately following the Board Meeting and construction should be completed in approximately ten months.
C. **Strategic Planning Team Update** – None.
D. **Finance and Budgeting Update** – None.

NEW BUSINESS

A. **Discussion and Possible Approval of Update Administrative Fee Schedule –** Administrative Division Chief Sayre Requested approval to update the Administrative Fee Schedule to reflect adjustments to the fees for the Basic Life Support classes. Mr. Appleton moved to accept the adjusted Administrative Fee Schedule, Mr. Clarke seconded and it passed 2-0. Mr. Karsh did not vote**.**

B. **Discussion and Possible Approval of District Personnel Policy –** This item was table until the meeting May 27, 2009

FUTURE AGENDA ITEMS - None

ANNOUNCEMENTS:

- Regular Board Meeting – Wednesday May 27, at 0900 @ GVFD HQ/Training Center.

ADJOURN REGULAR BOARD MEETING: Mr. Appleton moved to adjourn the meeting, with a second from Mr. Clarke. The meeting was adjourned at 1009 after a 2-0 vote. Mr. Karsh did not vote.

Respectfully Submitted by:

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Ms. Mikel Shilling, Board Clerk
Green Valley Fire District