

**Regular Board of Directors Meeting
Headquarters / Training Center
August 26, 2009**

CALL TO ORDER: Chairman Edward M. Clarke called the meeting to order at 0900.

ROLL CALL/PLEDGE OF ALLEGIANCE: Members of the Board present included Mr. Dave Appleton, Mr. Ron Darrah, Ms. Mikel Shilling, Mr. Bruce Howell and Chairperson Edward Clarke. For staff and members of the public present see attached sign in sheets. Mr. Darrah led 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 and Mr. Mike Fox requested to speak. Mr. Katzel expressed his concerns regarding the economic crisis and maintaining quality personnel. Mr. Clarke thanked Mr. Katzel for his comments. Mr. Mike Fox had questions regarding how response times are calculated and Chief Davis answered them to the satisfaction of Mr. Fox and the board.

CLERK'S REPORT: Ms. Shilling presented the minutes of the Special Board Meeting of July 28, 2009, Mr. Howell moved they be accepted, Mr. Appleton seconded and the motion passed 5-0. Ms. Shilling presented the minutes of the Regular Board Meeting of July 29, 2009, and Mr. Appleton moved they be accepted, Mr. Howell seconded and they passed 5-0. Ms. Shilling commended Ms. Polzin on the excellent job that she does preparing the meeting minutes.

CHIEF'S REPORT: Fire Chief Simon Davis

- A. Legislative Issues** – Chief Davis said that Property Tax Bill 1421 passed and was signed by the Governor. This law states that secondary property taxes are now capped at 8% which means if the future growth of the district would jump 25%, as it did a few years ago, we can only capture 8%. Chief Davis said that this will leave many special taxing districts, including Green Valley Fire District, struggling financially as we will not be able to capture enough revenue to keep up with the growth.
- B. Growth/Annexation Issues** – None.
- C. GVFFA Meet & Confer Update** – Chief Davis said that at the meeting in September, he will begin discussions about next year's budget.
- D. Fractiles/Response Data** – The Fractile Report for March showed the crews responded to all EMS calls within the entire District in 8 minutes or less 90% of the

time, and 63% of the time within Sahuarita. Chief Davis said that when Station 154 is completed in Quail Creek he expects the percentages for Sahuarita to be in the 90's.

- E. **Call/Station Summaries** – Reports on file.
- F. **Training/Safety Reports** – Reports on file.

OPERATIONS REPORTS: Assistant Chief Bill Bohling

- A. **Prevention.** –
 - a. **Potentials Report** – Report on file.
 - b. **Prevention Activities Report** – Report on file.
 - c. **Permits and Construction Report**– Report on file.
- B. **Fleet/Facilities Report** – Assistant Chief Bill Bohling gave a brief report regarding maintenance of facilities and said that he will expand the report to include short and long range projects. Mr. Clarke said that he would like more clarification of the reports that are presented so the residents who attend the meetings to have a better understanding of what is being discussed. AC Bohling said that all ladder and pump testing for the fleet has been completed for the year. The Engine we are hoping to sell is at United Fire at this time and since the Engine has limited value we are hoping that repairs/maintenance issues will be minimal as well.
- C. **Fire Corps Update** – No report.

ADMINISTRATIVE REPORTS: Administrative Division Chief Katie Sayre

- A. **Financials** – Mr. Keith Vincent, Financial Manager, presented the District financial reports for the month of July. He reported that Total Actual Revenue YTD was over Total Budgeted Revenue YTD by \$19,257 due mostly to earnings on the COP balance, donations and earnings on our Pima county Cash Balances... Total Actual Expense YTD is under Total Budgeted Expense YTD by \$28,472 due to lower than budgeted fuel costs, attention to scheduling and delayed expenditures.
- B. **Administrative Division Update** – Administrative Division Chief Sayre that the Safety Committee continues to meet and we were able to send FF/Paramedics Dave Zavala and Steve Holt for certification as Peer Fitness Trainers to replace those PFTs that no longer are certified. To date ADC Sayre has not had any communication regarding our grant request. It has been reported that there were 6,025 requests for Fire Station Construction funding through this grant. In July ADC Sayre, Chief Davis and Fire Corps Volunteers Tom Allen, Peggy Allen and Harry Smith attended both Arizona Fire District Association Conference. Other Districts are very interested in Fire Corps and Green Valley Fire Corps is viewed as a model for the program. The Smoke Detector Battery Replacement Program will be in service by October 1. Mr. Clarke said that the Board would like to continue to get updates regarding projects that ADC Sayre is involved in with other Arizona Fire Districts.
- C. **COMMUNITY ACTIVITIES: Assistant Chief Bill Bohling**
- A. **Community Report** – Assistant Chief Bill Bohling presented a PowerPoint presentation recapping community events for the month of July.

- B. CERT** – Mr. Bill Kerr said that CERT is working with the Pima County Health Department and regarding the concern over H1N1 virus. In the event of a state wide emergency, Mr. Kerr said that CERT members are being trained to set up and operate PODs, Points of Dispensing. There will be a test of the operation in various locations throughout the Pima County including Green Valley on September 26, 2009.

OLD BUSINESS – None.

Mr. Clarke chose to discuss item A under New Business at the end of the meeting

NEW BUSINESS

- B. Discussion and Possible Action on Amendment No. 1 to the Regional Hazardous Materials Response IGA extending the IGA for a period of three (3) years beginning October 3,2009 through October 2, 2012.** Chief Davis said that this is an extension of the agreement for Green Valley Fire District to continue to participate, along with other Fire Districts, on behalf of Pima County Office of Emergency Management and Homeland Security to allow for emergency response by a Hazardous Material Team within Pima County. Ms. Shilling moved to extend the agreement, Mr. Howell seconded and it passed 5-0.
- C. Discussion and Possible Action on Amendment No. 1 to Pima County Agreement 01-01-G-138563-1006 for the provision of secure storage of the Bio-Terrorism Preparedness Trailer.** Mr. Appleton moved that we extend the agreement with Pima County to provide storage of the Bio-Terrorism Preparedness Trailer. Ms. Shilling seconded and it passed 5-0
- D. Discussion and Possible Action on Approval of the Intergovernmental Agreement (IGA) between Northwest Fire District and “Participating District” for the Purchase and Use of the Mobile Fire Simulator Unit acquired under the 2007 Assistance to Firefighters Grant Program.** Assistant Chief Bohling said that Northwest Fire District was awarded grant funding by the United States Department of Homeland Security for the purpose of purchasing a mobile fire simulator. Green Valley Fire District, along with other participating Districts partnered with Northwest Fire District under the Program for the purchase and use of the Simulator. Mr. Howell moved that the Intergovernmental Agreement be approved, seconded by Mr. Howell and passed 5-0.

COMMITTEE REPORTS

- A. Local Pension Board Update** – Ms. Shilling said that there was a meeting last week and they have invited someone from the State Pension Board to come to Green Valley and speak with the Local Pension Board. Ms. Shilling said that Green Valley Fire District has several employees that will be eligible for retirement in next few years and the board would like to be knowledgeable about the process.

- B. Station Committee Update** – Mr. Appleton meet with the project managers at each construction site to review the progress and there were no insurmountable issues at this time.
- C. Strategic Planning Team Update** – Mr. Appleton requested Ms. Sayre to comment on the Strategic Planning update. Ms. Sayre said at this point there is a meeting scheduled for October 2.
- D. Finance and Budgeting Update** – None.

FUTURE AGENDA ITEMS

ANNOUNCEMENTS

- Regular Board Meeting – Wednesday September 30, 2009 at 0900 @ GVFD HQ/Training Center.

NEW BUSINESS

- A. Discussion and Possible Authorization to Approach the Town of Sahuarita and Rural Metro about further expansion of the Fire District Boundaries into the Town.** Chief Davis said that the current Intergovernmental Agreement we have with Rural Metro and the Town of Sahuarita expires November 2012. Chief is seeking Board approval to enter into discussion regarding the contract because he believes it will be a lengthy process. Mr. Clarke proposed the motion authorize the board and its designees to enter into discussions with the rural metro corporation and the town of Sahuarita relative to a successor plan to the current intergovernmental agreement. Ms. Shilling moved to accept the motion, Mr. Howell seconded and it passed 5-0.

ADJOURN REGULAR BOARD MEETING: Mr. Appleton moved to adjourn the meeting, with a second from Ms. Shilling. The meeting was adjourned at 0952 after a 5-0 vote.

Respectfully Submitted by:

Ms. Mikel Shilling, Board Clerk
Green Valley Fire District