

**Regular Board of Directors Meeting  
Headquarters / Training Center  
February 23, 2011**

**CALL TO ORDER / ROLL CALL:** Chairman Dave Appleton called the Regular Board Meeting to order at 0900. Members of the Board present included Mr. Dave Smith, Mr. Bill Katzel, Mr. Bruce Howell, Board Clerk Mikel Shilling and Chairperson Dave Appleton.

**WELCOME / PLEDGE OF ALLEGIANCE:** For staff and members of the public present see attached sign-in sheets. Mr. Smith led the Pledge of Allegiance.

**CALL TO THE PUBLIC:** Mr. Appleton noted that no one signed the call to the public.

**CLERK'S REPORT:**

- A. Approval of the Minutes** – Mr. Katzel moved to approve the minutes of the Regular Board Meeting of January 26, 2011, Mr. Howell seconded and the motion passed 5-0. Mr. Smith moved to approve the minutes of the Special Board Meeting and the minutes of the Executive Session of February 8, 2011, with corrections, Mr. Howell seconded and the motion passed 5-0.

**CHIEF'S REPORT & OPERATIONS: Chief Simon Davis**

- A. Legislative Issues** – Chief Davis reviewed some of the more pertinent current legislative issues and then introduced Mr. John Flynn, AFDA lobbyist, who noted one of the biggest for Fire Districts is Pension Reform. Both Mr. Flynn and the Chief will keep the Board apprised of the status of these bills over the weeks to come.
- B. Sahuarita Annexation Issues** – Captain Melissa Smith said that the annexation is going very well with help of Firefighters Mark Lytle and Carlos Flores. She said that there is overwhelming support from the community and they continue to collect signatures and hold community meetings.
- C. GVFFA Meet & Confer Update** – No report.
- D. Chief's District Naming Committee** – Chief Davis said that approximately 25 invitations were sent to various members of the community requesting participation on a Chief's District Naming Committee that would discuss changing the name of the Green Valley Fire District.
- E. Arizona Fire Districts Association Conference Update** – No report.
- F. 2012 Budget Planning** – Chief Davis deferred his report to Committee Reports, Finance and Budgeting Update.

**OPERATIONS REPORT: Chief Simon Davis**

- A. Fractiles/Response Data** – Chief Davis noted that the response fractiles for Green Valley were at 97% and Sahuarita response fractiles were at 100%. Chief attributes this to the opening of Fire Station 155 in Quail Creek. Reports on file.
- B. Call/Station Summaries** – Reports on file.
- C. Training/Safety Reports** – Reports on file.

**PREVENTION, FLEET & FACILITIES: Assistant Chief Bill Bohling**

- A. Potentials Report** – Reports on file.
- B. Prevention Activities Report** – In response to Mr. Katzel’s question, DFM Stonestreet said that Pima County Law Enforcement, at the request of the White Elephant, will be enforcing the no parking ordinance in the Fire Lane at the White Elephant Country Store in Green Valley. Reports on file.
- C. Fleet and Facilities Report** – Report on file.
- D. Fire Corps Update** – Assistant Chief Bohling said that the Lock Box Program has escalated to the point that Fire Corps has been overwhelmed and Deputy Fire Marshall and Inspector Greg Hernandez have been doing installations also. AC Bohling said that there is a new class in progress for Fire Corps volunteers that consist of 9 field and 4 or 5 for administrative applicants.

**ADMINISTRATIVE REPORTS: Admin Chief Katie Sayre**

- A. Financials** – Finance Manager Keith Vincent presented the District financial reports for the month of January 2011. The Total Actual Revenue year to date is \$5,284,582, which is over budget by \$59,128. The Total Actual Expense year to date is over Total Budgeted Expense YTD by \$17,082.
- B. Administrative Division Update** – Administrative Division Chief Sayre said that we had 3 new Fire Protection Agreements in January for a total of 73 active agreements. ADC Sayre also stated that, we have taught CPR to 205 students in 44 classes so far this fiscal year. The Green Valley Fire District responded to 86 falls in the community in the month of January. Fire Corps continues to do safety checks each week helping residents create a safer environment in their home that hopefully will reduce the number of falls and transports relating to a fall.

**COMMUNITY AND PUBLIC EDUCATION ACTIVITIES: Assistant Chief Bill Bohling**

- A. Community Report** – Assistant Chief Bohling presented a PowerPoint presentation of the community events for January.
- B. CERT** – Mr. Bill Kerr said there is a training exercise scheduled for March 12<sup>th</sup> at the Springs.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

- A. Discussion and Possible Approval of Change in Employee Status for Mr. Keith Vincent to Independent Contractor** – Chief Davis requested Board approval on an agreement that allows Mr. Keith Vincent to become an Independent Contractor. His responsibilities will change very little and with the technology that is available he will conduct the bulk of his duties from his home and come into the office at various times to be determined by his work load. Mr. Appleton moved to approve the contract, Mr. Smith seconded and the motion passed 5-0.

**COMMITTEE REPORTS:**

- A. Local Pension Board Update** – No Report.  
**B. Strategic Planning Team Update** – No report.  
**C. Finance and Budgeting Update** – Chief Davis presented a PowerPoint that outlined the process of developing the budget for the next fiscal year. Chief also reviewed some of the challenges we will be facing and what we need to do to overcome these challenges. He plans to present a working budget draft at the Board Meeting in March.

**FUTURE AGENDA ITEMS:** None noted.

**ANNOUNCEMENTS:**

**Next Regular Board Meeting:** Wednesday March 30<sup>th</sup> at 9:00 A. M. at Green Valley Fire District Headquarters/Training Center.

**ADJOURN REGULAR BOARD MEETING:** Ms. Shilling moved to adjourn the meeting, with a second from Mr. Smith, the meeting was adjourned at 0955 after a 5-0 vote.

Respectfully Submitted by:

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Mikel Shilling, Board Clerk  
Green Valley Fire District