

**GOLDER RANCH FIRE DISTRICT  
GOVERNING BOARD MEETING  
PUBLIC NOTICE AND AGENDA  
REGULAR SESSION**

**Tuesday, October 9, 2018 0900 hrs  
3885 East Golder Ranch Drive, Tucson, Arizona**

*Pursuant to ARS § 38-431.02, ARS § 38-431.03 and ARS § 38-431.05, the Golder Ranch Fire District Governing Board will meet in Regular Session that begins at approximately 9:00 a.m. on Tuesday, October 9, 2018. The meeting will be held at the Fire District Administration Board Room, which is located at 3885 East Golder Ranch Drive, Tucson, Arizona. Members of the GRFD Governing Board will attend either in person or by telephone conference call. The order of the Agenda may be altered or changed by direction of the Board. The Board may vote to go into Executive Session, which are not open to the public, on any agenda item pursuant to ARS § 38-431.03(A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. The following topics and any reasonable variables related thereto will be subject to discussion and possible action.*

**1. CALL TO ORDER/ROLL CALL**

**2. SALUTE AND PLEDGE OF ALLEGIANCE**

**3. FIRE BOARD REPORTS**

**4. CALL TO THE PUBLIC**

*This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. Those wishing to address the Golder Ranch Fire District Governing Board need not request permission in advance. A member of the public may speak for a reasonable time as determined by the Board on an oral presentation. The Board may adjust time limitations and all individuals desiring to address the Board will have the same opportunity. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.*

**5. PRESENTATIONS**

**A. PRESENTATION OF PERSONNEL**

- 5 YEARS OF SERVICE:
  - ANTHONY MARQUEZ
  - KARL RHEIN
  - VALERIE SCHAEFER

**6. CONSENT AGENDA**

*The consent portion of the agenda is a means of expediting routine matters, such as minutes or previously discussed or budgeted items that must be acted upon by the Board. Any item may be moved to Regular Business for discussion and possible action by any member of the Board.*



- A. APPROVE MINUTES – SEPTEMBER 11, 2018 REGULAR SESSION
- B. APPROVAL OF UPDATED POLICY 1606 - GROUP HEALTH INSURANCE

## **7. REPORTS AND CORRESPONDENCE**

- A. FIRE CHIEF'S REPORT - CHIEF KARRER
  - UPDATES ON THE FOLLOWING AREAS:
    - MEETINGS/TRAININGS AND EVENTS ATTENDED
    - POLITICAL & PUBLIC SAFETY INTERACTIONS/UPDATES
    - DISTRICT ACTIVITIES
    - PERSONNEL
    - COMMENDATIONS/THANK YOU CARDS RECEIVED
  - LEADERSHIP TEAM REPORT
  - COMMUNITY RELATIONS REPORT
- B. OPERATIONS ASSISTANT CHIEF'S REPORT - CHIEF BRANDHUBER
  - UPDATES ON THE FOLLOWING AREAS:
    - OPERATIONS
    - EMS
    - TRAINING
    - HEALTH AND SAFETY
    - WILDLAND
    - HONOR GUARD/PIPES AND DRUMS
    - SPECIAL OPERATIONS
    - HUMAN RESOURCES
- C. ADMINISTRATIVE SERVICES ASSISTANT CHIEF'S REPORT - CHIEF ABEL
  - UPDATES ON THE FOLLOWING AREAS:
    - BOARD SERVICES
    - COMMUNITY RELATIONS
    - FINANCE
    - FIRE AND LIFE SAFETY
    - INFORMATION TECHNOLOGY/COMMUNICATIONS
    - LOGISTICS

## **8. REGULAR BUSINESS**

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

## **9. FUTURE AGENDA ITEMS**

*This provides an opportunity for the Board to direct staff to include items on future agendas for further consideration and decision at a later date or to further study the matter.*

- NOVEMBER 13, 2018



**10. CALL TO THE PUBLIC**

*This is the final opportunity, on this agenda, for a member of the public to address the Governing Board.  
Please refer to agenda item four (4) for additional clarification and direction.*

**11. ADJOURNMENT**

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David Dahl, Clerk of the Board  
Golder Ranch Fire District

If any disabled person needs any type of accommodation, please notify the Golder Ranch Fire District Administration at (520) 825-9001 prior to the scheduled meeting. A copy of the agenda background material provided to Board members (with the exception of material relating to possible executive sessions) is available for public inspection at the administration office, 3885 E Golder Ranch Drive, Tucson, Arizona 85739.

Posted By: Brooke Painter 10/3/18 by 4:00 p.m.



**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 9, 2018

SUBJECT: Call to the Public

ITEM #: 4

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve       Conditional Approval     Deny

SUPPORTED BY:       Staff       Fire Chief       Legal Review

**BACKGROUND**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. Those wishing to address the Golder Ranch Fire District Board need not request permission in advance. A member of the public may speak for a reasonable time as determined by the Board on an oral presentation. The Fire Board may adjust time limitations and all individuals desiring to address the Fire Board will have the same opportunity. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public which are not on the agenda due to restrictions of the Open Meeting Law; however, individual Board members are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Human Resources Division

DATE: October 9, 2018

SUBJECT: PRESENTATIONS

ITEM #: 5A

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve             Conditional Approval     Deny

SUPPORTED BY:             Staff                     Fire Chief                 Legal Review

**BACKGROUND**

Presentation of Personnel: *This is the time for recognizing personnel who have achieved employment milestones or have achieved other distinctions.*

**5 Years of Service**

- Anthony Marquez (DOH 9/30/2013)
- Karl Rhein (DOH 9/30/2013)
- Valerie Schaefer (10/10/2013)

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

# **EMPLOYEE RECOGNITION**

Employee Name: Anthony Marquez

Date of Hire: 9/30/2013

Current Position:

Reason for Recognition: 5 Years of Service

Date of Board Meeting: September 11, 2018



**Prepared by:**

**Captain Valencia**

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. **Please complete:** the GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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***Please return to Human Resources via email by: 08/25/2018***

*Questions regarding the completion of this form can be addressed to Human Resources.*

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- **GRFD CAREER HISTORY:**
  1. **09/30/2013- Academy 13-01**
  2. **2014- Special Operations Team**
  3. **2014- Pipes and Drums- Snare and Bass**
  4. **12/5/2016- Promoted to Engineer**
  
- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**
  1. **Life saver coin- 2017**
  2. **Promoted to SMSgt (Senior Master Sergeant) E-8 Air National Guard- July 2018**
  3. **Completed Master's Degree in Homeland Security-Counter Terrorism-July 2017**
  4. **Looking to promote to Captain in the next promotional testing**
  
- **PERSONAL OR SPECIAL NOTES OF INTEREST:**
  1. **Hiked the Incan Trail to Machu Picchu with wife, November 2017**

# **EMPLOYEE RECOGNITION**

Employee Name: Karl Rhein

Date of Hire: 9/30/2013

Current Position:

Reason for Recognition: 5 Years of Service

Date of Board Meeting: October 9, 2018



**Prepared by:**

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. **Please complete:** the GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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***Please return to Human Resources via email by: 09/25/2018***

*Questions regarding the completion of this form can be addressed to Human Resources.*

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- **GRFD CAREER HISTORY:**

Karl has been with GRFD for five years. However, he has been in the fire service for 15 years! He served with Three points for 10 years and was a reserve with multiple other departments as well.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Karl has been a member of the GRFD Wildland Team for four years and holds the NWCG position of Engine Boss. He has been an Engine Boss for 10 years making Karl an excellent addition to GRFD and the Wildland Team as he was able to hit the ground running to fully support our operational needs. His qualifications and experience make Karl an enormous asset to our daily operations.

Karl is also a member of the GRFD Honor Guard Team on which he has served for four years. As part of the GRFD Honor Guard Team he has attended the IAFF Fallen Firefighters Memorial in Colorado Springs three different years as well as numerous local events. In addition, Karl, using his own personal time and funds, has attended the National Fallen Firefighters Memorial in Emmetsburg, MD where he assisted as needed to include posting watch for the family of fallen firefighters.

Karl is looking forward to testing for the position of Engineer at the next opportunity. Well, he says he is not looking forward to the testing, but working in the position. I can say with great confidence that Karl is going to make an excellent Engineer.

- PERSONAL OR SPECIAL NOTES OF INTEREST:

Karl has been married to his wife Tammy (the Director of Medical Oncology at NWMC) for 14 years and together lay claim to 11 year old Kallie and 13 year old Kenny.

Karl recently joined the Arizona Army National Guard and holds the position of Combat Medic as an E4\Specialist. Karl is expecting to be deployed in February for one year to the Middle East working with the 253<sup>rd</sup> HHC Combat Engineering Battalion.

Karl and his wife stay crazy busy with Kenny in baseball and Kallie in dance.

Karl is known around the district as a humble, hardworking firefighter that does not need to be told what to do or when to do it. He is always proactive around the station and certainly is not afraid to put any one of us to shame with his work effort. It's a privilege to work alongside Karl and an honor to know someone who is sacrificing for his country, for us.



# **EMPLOYEE RECOGNITION**

Employee Name: Valerie Shaefer

Date of Hire: 10/10/13

Current Position:

Reason for Recognition: 5 Years of Service

Date of Board Meeting: October 9, 2018



**Prepared by:**

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. **Please complete:** the GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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***Please return to Human Resources via email by: 09/25/2018***

*Questions regarding the completion of this form can be addressed to Human Resources.*

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- **GRFD CAREER HISTORY:**

*Valerie Schaefer was hired in 2013. She started on B-shift, but has since seen the light and been on A-shift for 4 years. She has been assigned to stations 373, 376, and 375. She went to paramedic school in 2016 and is currently assigned as a Firemedic at 373 A-shift. She is a great paramedic with good bedside manner and is great to have on a crew.*

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

*She got a Bachelor's degree in Emergency Management with a minor in Homeland Security from NAU with high honors. She is a DO, a Paramedic, a drummer with the pipes and drums team and is on both the uniform and EMS committees.*

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

*There are two Valerie's that work at the station. Normal Valerie and middle-of-the night Valerie. You don't mess with middle-of-the night Valerie. She loves dogs and has a sweet Bassett hound named Rosie, and a weird pointer mix named JR. She also loves Amazon Prime and putting Tom Logan in his place. She is an accomplished bread baker and makes a mean key lime pie. She and her boyfriend Sean Sicurello recently bought a lovely house.*

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Brooke Painter, Board Services Manager

DATE: October 9, 2018

SUBJECT: Consent Agenda

ITEM #: 6A

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve       Conditional Approval     Deny

SUPPORTED BY:       Staff       Fire Chief       Legal Review

**BACKGROUND**

In compliance with A.R.S. §38-431.01, approval of:

A. APPROVE MINUTES – SEPTEMBER 11, 2018 REGULAR SESSION

**RECOMMENDED MOTION**

Motion to approve the October 9, 2018 Consent Agenda.

**GOLDER RANCH FIRE DISTRICT  
GOVERNING BOARD MEETING  
REGULAR SESSION MINUTES  
September 11, 2018 0900 hrs  
3845 East Golder Ranch Drive, Tucson, Arizona**

**1. CALL TO ORDER/ROLL CALL**

Fire Board Chairperson Vicki Cox Golder called the meeting to order on Tuesday, September 11, 2018 at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Richard Hudgins, Clerk David Dahl, Board Member Al Pesqueira

Excused Absence: Board Member Steve Brady

Staff Present: Fire Chief Randy Karrer, Assistant Chief Pat Abel, Assistant Chief Tom Brandhuber, Community Relations Manager Anne Marie Braswell, Finance Manager Dave Christian, Local 3832 President William Howe, Board Services Manager Brooke Painter, Legal Counsel Donna Aversa

**2. SALUTE AND PLEDGE OF ALLEGIANCE**

All in attendance recited the Pledge of Allegiance. Chief Karrer asked for a moment of silence in remembrance of the lives lost on September 11, 2001.

**3. FIRE BOARD REPORTS**

Vice Chair Hudgins thanked the Golder Ranch Fire District Fire family for the sympathy card and flowers that were sent for his mother's celebration of life, who passed away at 99 years of age.

**4. CALL TO THE PUBLIC**

There were no public issues presented.

**5. PRESENTATIONS**

**A. PRESENTATION OF PERSONNEL**

Fire Medic Kyle Drake, Firefighter Andrew Garcia, Firefighter Brett Houser, Fire Medic Tobin Johnson, Firefighter Zane Leiber, Fire Medic Ryan Szach received their pin for five years of service with the Golder Ranch Fire District.



Battalion Chief Jeremy Hilderbrand, Battalion Chief Steve Lunde and Battalion Chief Frederick Pearce were pinned with their battalion chief badge for their recent promotions.

President Howe and members of the Local 3832 Executive Board presented an award to Battalion Chief Lunde in appreciation for his five years of service as the Union President of Local 3832.

## **6. CONSENT AGENDA**

- A. APPROVE MINUTES – AUGUST 14, 2018 REGULAR SESSION
- B. APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN GOLDER RANCH FIRE DISTRICT AND PINAL COUNTY SHERIFF FOR RADIO COMMUNICATIONS SYSTEMS
- C. APPROVAL OF RESOLUTION NUMBER 2018-0005 FORMALLY ADOPTING THE UPDATED GOLDER RANCH FIRE DISTRICT FEE SCHEDULE

**MOTION** by to Clerk Dahl approve the September 11, 2018 Consent Agenda  
**MOTION SECONDED** by Vice Chair Hudgins  
**MOTION CARRIED 4/0**

## **7. REPORTS AND CORRESPONDENCE**

- A. FIRE CHIEF'S REPORT – Chief Karrer presented his report to the Governing Board. There were no further questions or comments from the Governing Board.
  - LEADERSHIP TEAM REPORT – President Howe had nothing to report for the month.
  - COMMUNITY RELATIONS REPORT – Community Relations Manager Braswell had to leave for an event. Chief Karrer explained that her report was included in the board packet. There were no further questions or comments from the Governing Board.
- B. OPERATION CHIEF'S REPORT – Chief Brandhuber presented the Operation Chief's report to the Governing Board. He highlighted that the final Wildland team is now back safely. He thanked the Board for their continued support of the Wildland program. Chief Brandhuber thanked Chief Hurguy and Chief Robb for stepping up while he was out. The Governing Board welcomed Chief Brandhuber back. He also mentioned that HR Generalist, Allison Delong did a great job while Sharron Lovemore was out, as well. There were no further questions or comments from the Governing Board.



- C. ADMINISTRATIVE SERVICES CHIEF'S REPORT – Chief Abel presented the Administrative Services report to the Governing Board. He wanted to thank publically Captain Shaun Greener for the two years that he spent in Logistics; he did a fantastic job. The Governing Board thanked Captain Greener. There were no further questions or comments from the Governing Board.

## **8. REGULAR BUSINESS**

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF RESOLUTION NUMBER 2018-0006 DECLARING DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO DISPOSE OF THE DECLARED SURPLUS ITEMS IN SUCH A WAY THAT BEST MEETS THE NEEDS OF THE DISTRICT

Chief Abel explained that the Golder Ranch Fire District has accumulated items that we no longer use or need. He stated that the last surplus was done in 2016. Chairperson Cox Golder asked about the vehicles that were listed and if they could be sold to other fire districts that may need them. Chief Abel explained that if their need matched what we have, we would sell the vehicle for a nominal fee.

**MOTION** by Vice Chair Hudgins to approve Resolution #2018-0006 declaring the list of items presented as surplus to the needs of the District and direction for staff to dispose of declared surplus items in a way that best meets the needs of the District

**MOTION SECONDED** by Clerk Dahl

**MOTION CARRIED 4/0**

- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

Finance Manager Christian presented the monthly financials and reconciliation for Golder Ranch Fire District. Chief Karrer clarified some details of the Wildland billing reimbursements. There were no further questions or comments from the Governing Board.

**MOTION** by Vice Chair Hudgins to approve and accept the Golder Ranch Fire District reconciliation and monthly financial reports as presented

**MOTION SECONDED** by Board Member Pesqueira

**MOTION CARRIED 4/0**

## **9. FUTURE AGENDA ITEMS**

*This provides an opportunity for the Board to direct staff to include items on future agendas for further consideration and decision at a later date or to further study the matter.*

- October 9, 2018
- Clerk Dahl will not be in attendance



**10. CALL TO THE PUBLIC**

There were no public issues presented.

**11. ADJOURNMENT**

**MOTION** by Clerk Dahl to adjourn the meeting at 9:47 a.m.

**MOTION SECONDED** by Vice Chair Hudgins

**MOTION CARRIED 4/0**

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David Dahl, Clerk of the Board  
Golder Ranch Fire District  
b/p

DRAFT



**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 9, 2018

SUBJECT: APPROVE UPDATED POLICY: 1606 – GROUP HEALTH INSURANCE

ITEM #: 6B – CONSENT AGENDA

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve       Conditional Approval     Deny

SUPPORTED BY:       Staff       Fire Chief       Legal Review

**BACKGROUND**

The Group Health Insurance policy is presented to the board for approval is included in the packet as a redline version, so the Governing Board can see what changes were made. The changes include adding verbiage that upon “regular” retirement the employees and their eligible dependents can continue to participate in the District’s health, dental, and vision insurance plans up to the age of 65. A typo was corrected and the verbiage was added that “early or disability retirements are not eligible to participate”.

**RECOMMENDED MOTION**

This item is included in October 9, 2018 Consent Agenda.

<b>Golder Ranch Fire District Policies</b>	<b>Management and Administration 1000</b>		
	<b>Section</b>	<b>Employee Benefits 1600</b>	
Authorized by Fire Chief	<b>Policy</b>	<b>Group Health Insurance 1606</b>	
	Policy Origination 2007	Last Revised 4/16/18	Page(s) Page 1 of 2

**1606 GROUP HEALTH INSURANCE**

**A. PURPOSE**

TO ASSIST EMPLOYEES AND THEIR FAMILY IN PROVIDING PROTECTION IN THE EVENT OF A NEED FOR MEDICAL OR DENTAL ATTENTION

**B. SCOPE**

1. This policy applies to all full-time employees and part-time employees who are scheduled to work 30 or more hours per week.

**C. POLICY**

1. It is the policy of GRFD to make available group health, dental and vision insurance benefits to eligible employees and their eligible dependents, at a cost shared by the District and the employee.

**D. GUIDELINES**

1. Coverage becomes effective on the first day of the month following date of full-time employment.
2. The District pays a minimum of 80% of the premium for coverage of full-time employees for the group health insurance and for the basic dental insurance. If the employee elects coverage under the more comprehensive dental insurance plan, he shall be required to pay a larger portion of his coverage. The District pays no portion of the vision insurance premium.
3. For employees electing dependent health or dental coverage, the cost of the premiums for the dependent coverage shall be shared by the District and the employee; the Fire Board shall determine the actual cost sharing on an annual basis. The employee portion of the premium shall be paid through payroll deduction.
4. Coverage under the group health, dental, and vision insurance plans will end on the last day of the month in which either employment terminates, or at the time, the employee or eligible dependent no longer meets eligibility requirements.
5. Detailed information regarding the available plans is provided in the plan description materials, available in Human Resources. Employees are encouraged to obtain this information in order to become fully informed of the benefit provisions.
6. Upon regular retirement, GRFD allows retirees and their eligible dependents to elect to continue to participate



<b>Golder Ranch Fire District Policies</b>	<b>Management and Administration 1000</b>		
	<b>Section</b>	<b>Employee Benefits 1600</b>	
Authorized by Fire Chief	<b>Policy</b>	<b>Group Health Insurance 1606</b>	
	Policy Origination 2007	Last Revised 5/13/14	Page(s) Page 2 of 2

in the District's health, dental, and vision insurance plans up to the age of 65. On retirement, the retiree shall be required to sign a contract with the District indicating their intent to either continue or waive continuation of medical, dental and vision insurance coverage. The retiree's decision to waive continuation of medical, dental and/or vision coverage (~~wholely~~[wholly](#) or individually) for themselves and/or their eligible dependents is irrevocable. Any retiree or eligible dependent not covered at the time of retirement shall not be permitted to enroll in medical, dental, and or vision plans at a later date. If the retiree elects to continue coverage, the insurance subsidy provided by the retirement system shall be paid directly to the District, and the retiree shall be responsible for the remainder of the premiums. Early or disability retirements are not eligible to participate.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 9, 2018

SUBJECT: REPORTS AND CORRESPONDENCE

ITEM #: 7A – 7C

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve             Conditional Approval     Deny

SUPPORTED BY:             Staff                     Fire Chief                 Legal Review

**BACKGROUND**

- A. Fire Chief’s Report – Chief Karrer
  - Updates on the following areas:
    - Meetings/Trainings and Events Attended
    - Political & Public Safety Interactions
    - District Activities
    - Personnel
    - Commendations/Thank You Cards Received
  - Leadership Team Report – President Lunde
  - Community Relations Report – Manager Braswell
- B. Operations Assistant Chief’s Report – Chief Brandhuber
  - Updates on the following areas:
    - Operations
    - Ems
    - Training
    - Health And Safety
    - Wildland
    - Honor Guard/Pipes And Drums
    - Special Operations
    - Human Resources
- C. Administrative Services Assistant Chief’s Report – Chief Abel
  - Updates on the following areas:
    - Board Services
    - Community Relations
    - Finance
    - Fire And Life Safety
    - Information Technology/Communications
    - Logistics

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.



# CHIEF'S REPORT

Randy Karrer

*October 9, 2018*

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## Meetings, Trainings & Events Attended for the Month

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I attended the 45th Annual Arizona State Fire School. It was a very successful event with over 784 students that participated, mostly from rural and suburban communities. Special thanks to Captain Peru, Captain Druke and Captain Cavaletto for instructing the Smoke Plus Class! Also special thanks to Engineer Spanarella for instructing the Rural Strategies and Tactics class. Special recognition to Fire Marshal/Deputy Chief Loesche who served as a coordinator for the Fire Cause and Determination class and also the Fire Detection and Suppression Systems class. As you can see, GRFD is giving back to the fire service while also ensuring the public we serve is well educated and protected.

I attended and addressed the operations meeting with all the battalion and deputy chiefs.

I conducted the weekly command staff briefing. Chiefs Brandhuber and Hurguy have initiated an internal investigation into unprofessional conduct at one of the fire stations. We are addressing another personnel issue regarding serious violations of the attendance policy. We continue to deal with personnel issues including light duty assignments, ICA injuries, and a medical retirement, etc.

Chief Brandhuber, HR Generalist Allison Delong and I met with senior administration of Well America. We contract with Well America for occupational physician services along with many other fire departments. Recently, we have seen a significant decline in the quality of services that affects our employees and the district. We were able to express our concerns and make our expectations clear. We are cautiously optimistic.

The policy group (my direct reports) discussed a variety of new policies including a telecommute policy for certain administrative positions. We are evaluating and testing the effectiveness.

I attended the grand opening of Rural/Metro's Fire Station 71 on Belvedere and Benson Highway. Their previous station was the old TTT truck stop built in the early 1940's and was in deplorable condition. This is a significant improvement.



I served as the Chairman of the Arizona Fire Services Institute (AFSI) in Phoenix. Following the meeting, I had lunch with State Forrester Whitney, Fire Chief Freitag from Central Arizona Fire & Medical Authority, and John Flynn Arizona Fire Districts Association Executive Director to discuss the ongoing payment issue for wildland responses.

Staff from HR, finance, administration, operations and I attended a class conducted by Public Safety Personnel Retirement System on changes to the system. This forum, set up by the Pima Fire Chiefs Association, provided an opportunity to discuss and resolve many issues that departments and districts have with PSPRS. Everything from the different tiers, their portals, to disability retirements was discussed. It was informative and productive. More than 35 people attended from departments from all over southern Arizona.

I served as Chairman of the Pima County Fire Chiefs Association meeting.

I conducted and participated in a meeting with the Pima County Fire Chiefs Executive Board. We discussed our upcoming meeting and the challenges that all of us are facing with our occupational medical provider, Well America. The board agreed to look at a regional Request for Proposal (RFP) for those services to provide consistency and fiscal responsibility.

I met with Tucson Interim Fire Chief Joe Gulotta, Tucson Assistant Chief Mike Garcia, Green Valley Fire Chief Chuck Wunder, Drexel Heights Fire Chief Doug Chappell and Rincon Valley Fire Chief Jayme Kahle to discuss regional communications and a single dispatch center. This continues to be a very politically charged issue with many moving parts, but we are making progress.

I attended the Pima County Fire Chiefs/Training Committee "Safety Day". The topics were related to behavioral health issues in the fire service. More firefighters die of suicide and behavioral health related issues than of on the job related incidents.

I attended the Arizona Fire Chiefs Association (AFCA) board meeting held at GRFD Station 380. Chief Abel has been the Pima County representative to the AFCA board for many years. The Pima County Fire Chiefs Association is working diligently on becoming more active in the state association in an effort to improve communication.

I attended the Fiesta de Los Bomberos charity event for the National Fallen Firefighters Foundation. I presented Dr. Wayne Peate an award for service and the newly created Health and Safety Award given by the Pima County Fire Chiefs Association. I also played in the golf tournament with other local fire service chief officers and labor leaders.

We have submitted the attached report to be included with the Town of Oro Valley Executive Leadership Team report submitted by Town Manager Jacobs to the Town Council. This is a monthly report that will be submitted with the other Executive Leadership Team members and summarized by Manager Jacobs at the council meetings.

I conducted an interview with KVOA Channel 4 in recognition of their 65th anniversary. They have been a great public safety partner over the years.

The State of Arizona received an Emergency Management Assistance Compact (EMAC) request for resources to “preposition” for hurricane Florence that hit the east coast in the Carolinas. As vice chair of the State Mutual Aid Committee, we decided to deploy Phoenix Fire Task Force 1 to the preposition area and hold other resources until further need is determined. This was done because of the distance of travel and the availability of closer more appropriate resources between Arizona and the east coast.

I had a very in-depth email dialog with Representative Leach on the article below. He asked my opinion on the article and the changing job of a firefighter, including our ability to recruit and retain people. Fortunately, Golder Ranch Fire District has done very well with retention, but we have seen some reductions in our recruitment efforts for the job of firefighter. Other organizations have seen a dramatic reduction in applications, which can be attributed to the changing job duties and requirements. Further, with the state pension system continually being changed by the legislature every year, it reduces the perceived stability of the system. This has been a hot topic at many of the conferences I attended this past summer. It is clear that volunteer organizations are shrinking in the country and paid departments are struggling with funding streams. We are very fortunate at GRFD as we have a secure model that has been identified as a progressive approach to working collaboratively with our community and the Town of Oro Valley. However, we must remain diligent to ensuring we stay ahead of these changing times and stay engaged in the needs of our community. The intergovernmental relationship we have with Oro Valley and Marana is critical to meeting the needs of our community. Please see the [New Day in the Firehouse article](#).

Several members of senior staff and the Fire Board attended the Oro Valley State of the Town address at the El Conquistador. Golder Ranch Fire District also had a table set up in the expo area staffed with Fire & Life Safety personnel to answer questions from the business community and provide fire extinguisher demonstrations. Additionally, our EMS Staff (Deputy Chief Cesarek and RN Prince) demonstrated and discussed the benefits of effective CPR and AEDs in the work place. I very

strongly support our business community and work hard to ensure they understand our safety perspective. We do not want to be seen as an obstacle to their business, rather be seen as a supporter in enhancing their business.

I participated in the State Mutual Aid conference call with dispatch coordinators from around the State. This program continues to improve, playing a significant role in Arizona fire resource deployment.

I attended another Oro Valley Executive Leadership Team meeting. The annexation of state land on the western board of Oro Valley and the incoming new council members were many of the items discussed. Golder Ranch Fire District will be involved in providing an overview of our operation to the new council members in the coming weeks and months.

I introduced Chief Bradley to Pima County Administrator Chuck Huckelberry and provided an overview of the activities of the Pima County Fire Chiefs Association, including the efforts to work more closely with the City of Tucson Fire Department.

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### District Activities for the Month

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On Tuesday, September 11, 2018, we attended multiple events throughout the District in recognition of Patriots Day! I addressed the Mountain View Retirement Community along with Mayor Hiremath and Sheriff Napier; Oro Valley Police Chief Sharp and multiple Oro Valley council members also attended.

Regretfully, we have been informed that we were unsuccessful in obtaining Assistance to Firefighters Grant. We requested assistance in purchasing dual band mobile radios for our apparatus. That is still a significant need.

Chief Abel is working through the details of the station 375 remodeling project. We will most like use the Government Purchasing Office (GPO) to obtain an architect and general contractor for the project. If we do not find the acceptable local firms, we will use the request for proposal (RFP) process and bid it out.

Our IT Division presented a concept idea to the operations senior staff and me. The idea of a kiosk screen that would be placed in all of our fire stations. This will allow monitoring of calls, staffing rosters, interactive web classes and many other functions. Another great innovative and progressive idea by the IT team! I approved the purchase of needed equipment to move forward.

October is Fire Prevention month! We will be busy all month long with mini musters and presentations throughout our schools.

Chief Robb and his health and safety staff are working with the University of Arizona on a study to help better understand the stresses of firefighters and the effects of behavioral health related issues. You may have seen some of the television interviews and periodicals that have recently been distributed regarding this collaborative effort. Follow this link for a related article: [Study: Ariz. EMT suicide risk 39 percent higher than average](#)

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## Personnel Updates

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Staff members from operations, logistics, administration, finance, Local 3832, FLS, HR and EMS attended the second cohort class on Bio Code communications, instructed by Brandy Ferrer. This is a valuable program that hopefully provides valuable tools to improve communication internally and externally of the organization.

Chief Brandhuber, Manager Rascon and I conducted interviews for an entry level IT position.

Our probationary firefighters are going through their first module test.

Chief Brandhuber and I spoke to the "Captains Class". This class is made up of a group of engineers and paramedics who are preparing for the captains promotional class. We commonly spend time with groups like this to provide perspective and guidance to these up and coming supervisors.

I conducted a post interview review with one of the Battalion Chief candidates that is on the BC eligibility list.

Chief Bradley (NWFD) and I are discussing the possibilities of combining our IT departments in an effort to become more efficient and create more redundancy.

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## Commendations and Thank You Letters Received for the Month

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- Thank you letter received for Brenda Staggs from Bill Gross, HUGS Senior Outreach Fellowship
- Thank you card received for the Golder Ranch Fire Family from Board Member Hudgins
- Thank you letter received for Captain Michael Lamanda from residents Richard & Karen

- Thank you card received for Captain Wilson, Engineer Sicurello, Fire Medic Carlson, Fire Medic Morales, Firefighter Scarlett and Firefighter Childress from district resident, Rita
- Thank you card for Captain Cavaletto, Engineer J. Rinder, and Firefighter Ledoux from Gina Berger
- Thank you for the Lockbox Program from Jean Howard
- Thank you to Mary Bequette and Susan Hileman from Avra Valley Fire District



**Monday September 17, 2018**

**Rand Karrer  
Fire Chief  
Golder Ranch Fire District Headquarters  
3885 E. Golder Ranch Drive  
Tucson, AZ 85739**

**Hello Chief Karrer,**

**It was a pleasure to have Inspector Brenda Staggs respond to our request to provide a presentation on important fire and safety issues seniors may encounter while living alone at home or in a care facility at our Wednesday September 12 HUGS Senior Outreach Fellowship meeting.**

**Brenda's 45+ minute presentation provided information on how to remain safe in your home while covering general issues of potential Fire, Carbon Monoxide Safety, Use of Medical Oxygen, 9-Volt Battery Safety, Clothes Dryer Safety, Electrical Safety, Oily Rags Storage, Smoke Alarms along with proper use of Fire Extinguisher's on specific substances.**

**In addition to Brenda's verbal presentation, responding to numerous questions, each person attending received a packet of important items to take home and immediately put to use.**

**Many of our HUGS (Happily Under God's Supervision) members live with-in boundaries of GRFD fire protection however, Brenda also mentioned additional fire companies serving the greater Tucson area.**

**I'm certain you are proud and pleased to have Brenda as a member on your team at GRFD and perhaps we will have Brenda return in the future as new safety procedures surface.**

**Respectively, Bill Gross**



**Member – Management Team  
HUGS Senior Outreach Fellowship  
St. Andrew's Presbyterian Church  
7650 N. Paseo del Norte  
Tucson, AZ 85704**





*thank you*

Gidder Ranch Fine District Family  
Thank you very much for the  
beautiful flowers you sent for  
my Mother's Celebration of Life.  
Dick Hudgins



RICHARD & KAREN [REDACTED]  
[REDACTED]  
Tucson, AZ 85704  
[REDACTED]

September 16, 2018

Golder Ranch Fire District  
3885 E. Golder Ranch Dr.  
Tucson, AZ 85739

Fire Chief

I recently had the opportunity to utilize a service, Community Integrated Healthcare, that your agency provides. I'm 85 years old and a retired police officer and just recently suffered a severe case of pneumonia. Northwest Hospital personnel informed me of the service and I signed up prior to my release. I received a phone call when I got home and was able to make an appointment for my first visit.

Michael Lamanda, one of your paramedics, arrived at my home at the appointed time and proceeded to render a number of medical tests, blood pressure, EKG, heart rate, breathing rate etc. He also was very knowledgeable and was able to teach me and inform me of much information as to how I could better treat my condition, maintain myself and care for myself for a better quality of life.

Michael Lamanda is a true professional and a very excellent representative for your agency. This is an excellent program and service of your agency. I truly appreciate the service I received. I commend the Golder Ranch Fire District for their progressiveness and their community interest by providing services such as this to the community. I also want to commend Michael Lamanda for his incredible service and his outstanding professionalism.

Respectfully,

*Richard [REDACTED]*  
[REDACTED]

Richard [REDACTED]  
Chief of Police, Ret.

Thanks



Thank you for helping  
me when you came  
to our home.

It was my daughter's  
Birthday and those  
men saved me. I'm  
very grateful that I  
did not die on her Birth-  
day.

I do not know who  
they are but God does.  
And they were thanked  
in my prayers.

"Thank you"  
Lita





I have proof of  
purchase receipt  
883-0445 if needed



28 August

Dear Firemen:

Thank you so much for  
coming to my rescue and fixing  
my smoke detectors.

You are my heroes

Please enjoy this small  
token - Basil Food!

God bless you be safe.

M Gina Bolger



*With Many  
Thanks*



9/11/18

Dear Anita, Braunie, and

Ellen Ranch Folks,

Many thanks for making the  
revere look program possible.

Anita and Braunie did the

"home" part so promptly and

effectively, as volunteers - and  
pleasantly.

Please apply the enclosed  
to that program.

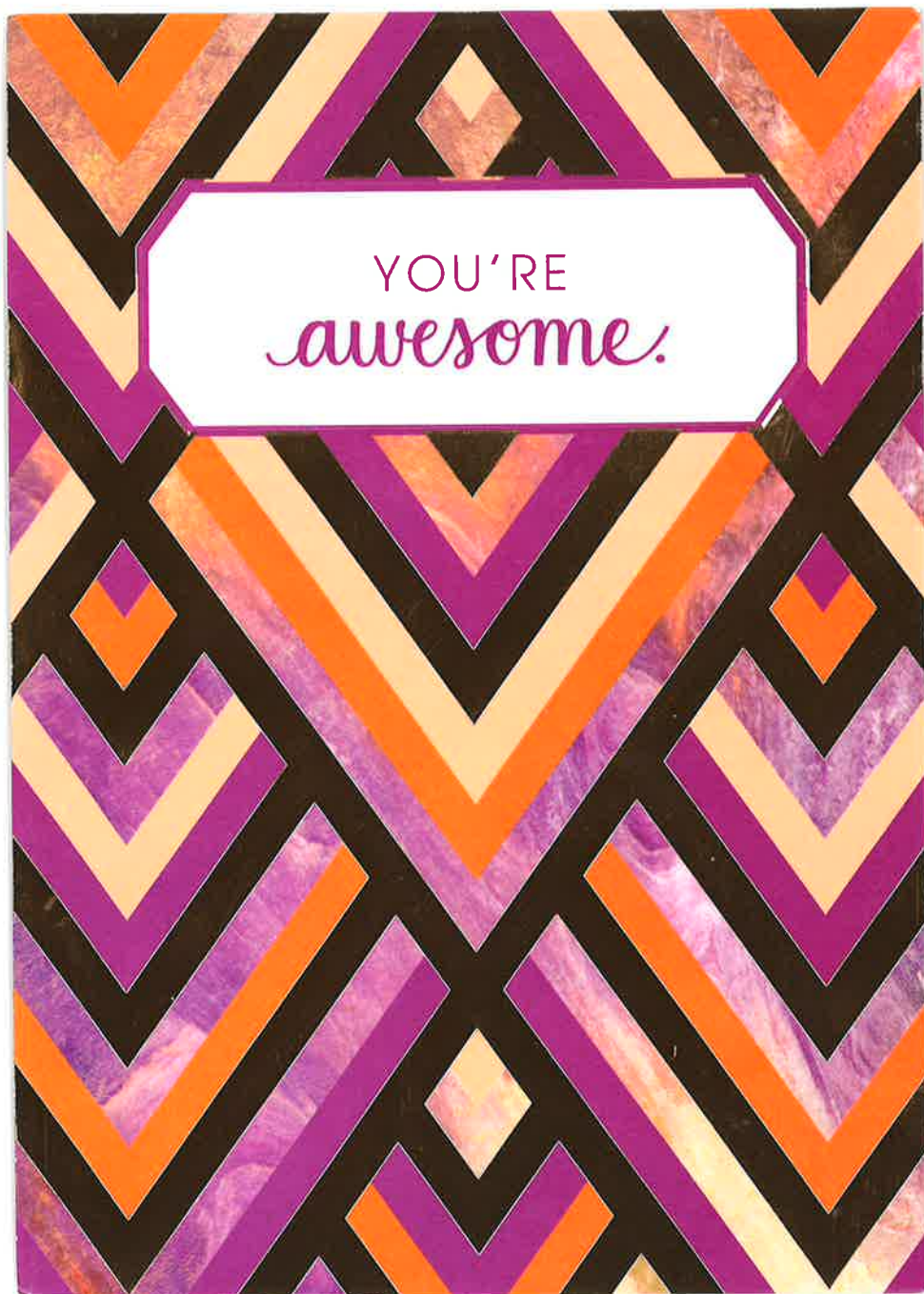
As a nurse in the  
Community I appreciate  
all of your services to  
my neighbors & me.

Sincerely,  
Jana Howard

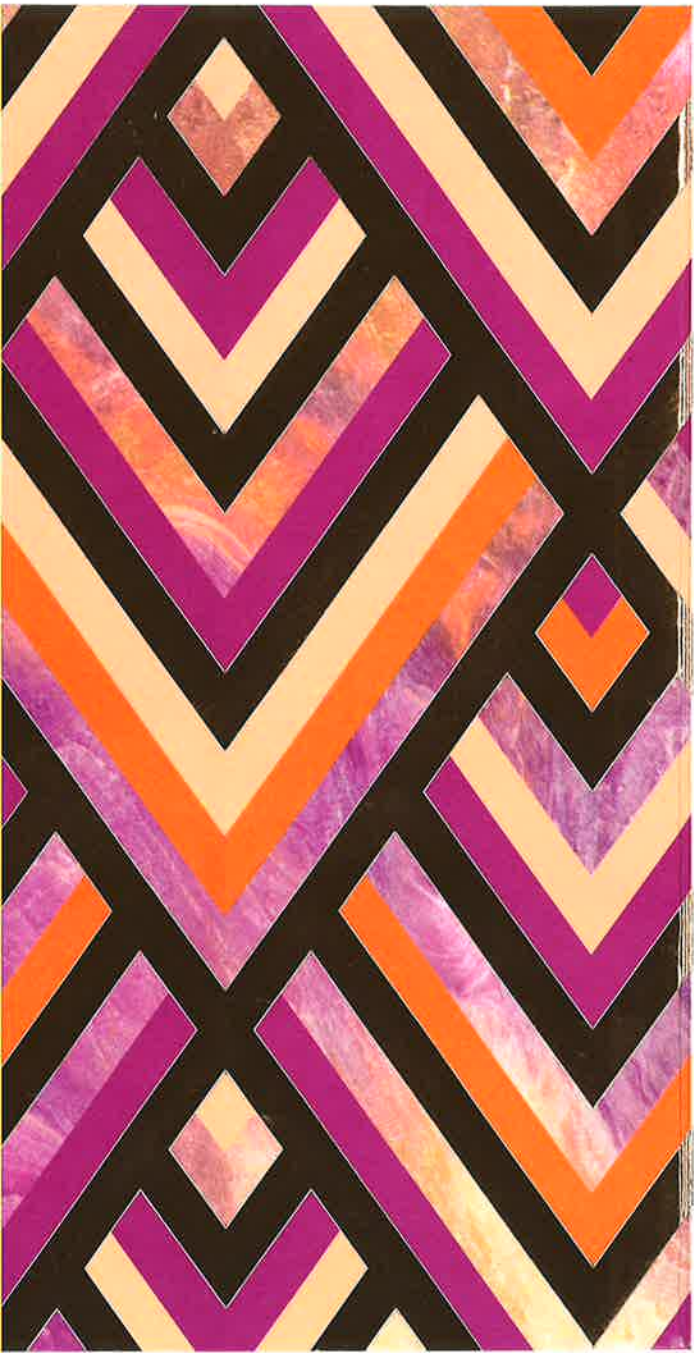
This was made for you  
by the Women's Economic  
Advancement Cooperative  
Colonia, La Empacadora  
Agua Prieta, Mexico

*Shelley*  
Sister Church y lista de la montaña unida  
en el pueblo  
de Agua Prieta





YOU'RE  
*awesome.*



Mary & Susan -

...AT BEING REALLY AWESOME!

Thanks!

Our auditors were onsite last week conducting the fieldwork for our annual audit. We are so proud to say that we had another clean year! During the course of the fieldwork, the auditors conducted an analysis of the ambulance billings. Billings were compared to what was recorded in the GL for ambulance revenue. The finding was zero differential. Our auditors commented on how impressive this is, stating that this fact reflects the tight controls which must be in place to produce such accuracy.

The Chief and I want to acknowledge your efforts on behalf of Avra Valley Fire. We greatly appreciate your time, consistent commitment to detail and due diligence in performing the regular reconciliations.

We are honored to have you as a part of our team.

Thank you for all you do!

Abbie - Jino Delfo





OPERATIONS REPORT  
CHIEF TOM BRANDHUBER  
October 9, 2018



Multi-Company training drill in Oracle, Arizona

## EMS

- **Community Integrated Healthcare Program**
  - Patient contacts have slowed down as expected for the summer
  - Currently 14 patients enrolled in the program
  - Training plan in development for a CIHP provider course in November

- **Strategic Goals**

- Recent station level training on medication administration is complete
- Safety devices for pediatric transports have arrived, the EC cadre received training with the Ferno representative on the proper use of the devices, and crew training to occur the first week of October
- Received three logins for the district's HandTevy pediatric system, continuing to confirm the data in the system, so far everything is proper
- Completed CEP jump start program for the 11 new paramedics with GRFD
- Received preliminary update from PWW, the initial view of the billing compliance audit is positive, no glaring findings. Their final report is expected in early October

- **Grants**

- None currently

- **Other items of Interest**

- Working with NWFD regarding a joint HandTevy TrT class, planning on late November or early December
- Completion of first aid bags for all GRFD vehicles
- DEA paperwork processing very well, the power of attorney set up for the BC/DC cadre is near completion

**Month of September Details**

	<b>Transports</b>	<b>+/- From Last Year</b>	<b>Interfacility</b>	<b>+/- From Last Year</b>
<b>MD372</b>	0	-3	0	-1
<b>MD376</b>	81	48	1	-17
<b>PM370</b>	73	-20	6	-12
<b>PM371</b>	0	0	0	0
<b>PM372</b>	0	-1	0	0
<b>PM373</b>	74	-1	0	-4
<b>PM374</b>	0	-2	0	0
<b>PM375</b>	74	-88	2	-54
<b>PM376</b>	0	-7	0	-1
<b>PM377</b>	77	-43	1	-17
<b>PM379</b>	0	0	0	0
<b>PM380</b>	94	60	0	0

Total Transports for the Month to Date: 473  
 +/- From Last Year -57  
 Total Responses 527  
 Transport % 90%

Total Interfacilities for the Month to Date: 10  
 +/- From Last Year -106



Multi-Company training drill in Oracle, Arizona



## Training

### ▪ 2018-01 Probationary Testing

- The 2018-01 firefighters are now in Module II.
- Module I probationary books were due Friday, September 7, 2018.
- Module I testing took place September 19<sup>th</sup>, 20<sup>th</sup>, and 21<sup>st</sup>.
- Module I re-testing took place the first week of October.

### ▪ Miscellaneous

- The Driver Operator/Aerial class is taking place through November 16, 2018 on a firefighter friendly schedule.
- The Fire Officer Development course is taking place through November 16, 2018 on a firefighter friendly schedule.
- Training hosted the Oro Valley Police Department for their annual training September 10<sup>th</sup> through September 21, 2018.
- Chief Perry, Captain Howe and Engineer Bravo all attended the multi-company drill in Oracle, Arizona as instructors on September 29, 2018.
- Planning for upcoming training package based on quarterly drill findings.

### ▪ Promotional Processes

- Planning for the upcoming promotional processes has begun.
  - Engineer
  - Paramedic
  - Captain

## Health and Safety

### ▪ Health and Safety

- Working with the safety committee on various items.
- Attended the 2018 Safety conference
- Working on new policies that address the Peer support team and mental health
- Ordering and delivering new weight equipment to stations
- Monthly Southern Arizona Safety Officer Association, SASOA, meeting at TFD Fire Central
- Entering PPE inspections in OP IQC

- **Crew Scheduler**

- Captain Ryan is taking the lead in the meditation to improve resiliency pilot program
- He is assisting in the development of a new SOP “Reducing Exposures to Carcinogens”
- Working with all crews on continued crew schedule training
- Updating “code sheet”: Sheet with activity codes used to capture different paid activities within crew scheduler

## **Wildland**

- **Wildland Assignments**

- In the month of September, the Wildland team was assigned to several out of state fires.
- The team spent has been working on their apparatus and equipment since 3 trucks returned from various assignments in California, Oregon and Yuma.
- Multiple team members are in position Taskbooks at various levels.
- Working to restructure some of the older team SOGs/SOPs.
- Was able to help Tucson Fire Department by taking their personnel with us on an assignment to requalify in their Position Taskbooks.
  - This allows us the availability to have more local resources for immediate response.

## **Honor Guard/Pipes and Drums**

- **Expenses**

- Pipes and Drums expenditures:
  - Expenses made for travel and lodging for IAFF in Colorado Springs.
- Honor Guard expenditures:

- **Events**

- September 13-15, 2018- NFFA Memorial Colorado Springs
  - Pipes and Drums: 3 members attended (Joshua Wood, Anthony Marquez, and Jason Taylor)
  - Honor Guard: 6 members attended (Shane Van Deren, Roy Helmandollar, Kyle Unger, Mike Selsor, Ryan Hoffman, and Jim Glover).
- September 14, 2018- State of the Town

- Honor Guard: 2 member attended on duty (John Miller and Michael Thomas)
- September 21, 2018- NFFF Dinner
  - Honor Guard: 1 member attended (Karl Rhein)
  - Pipes and Drums: 1 member attended (Jason Taylor)
- No monthly meeting held in September

## **Special Operations**

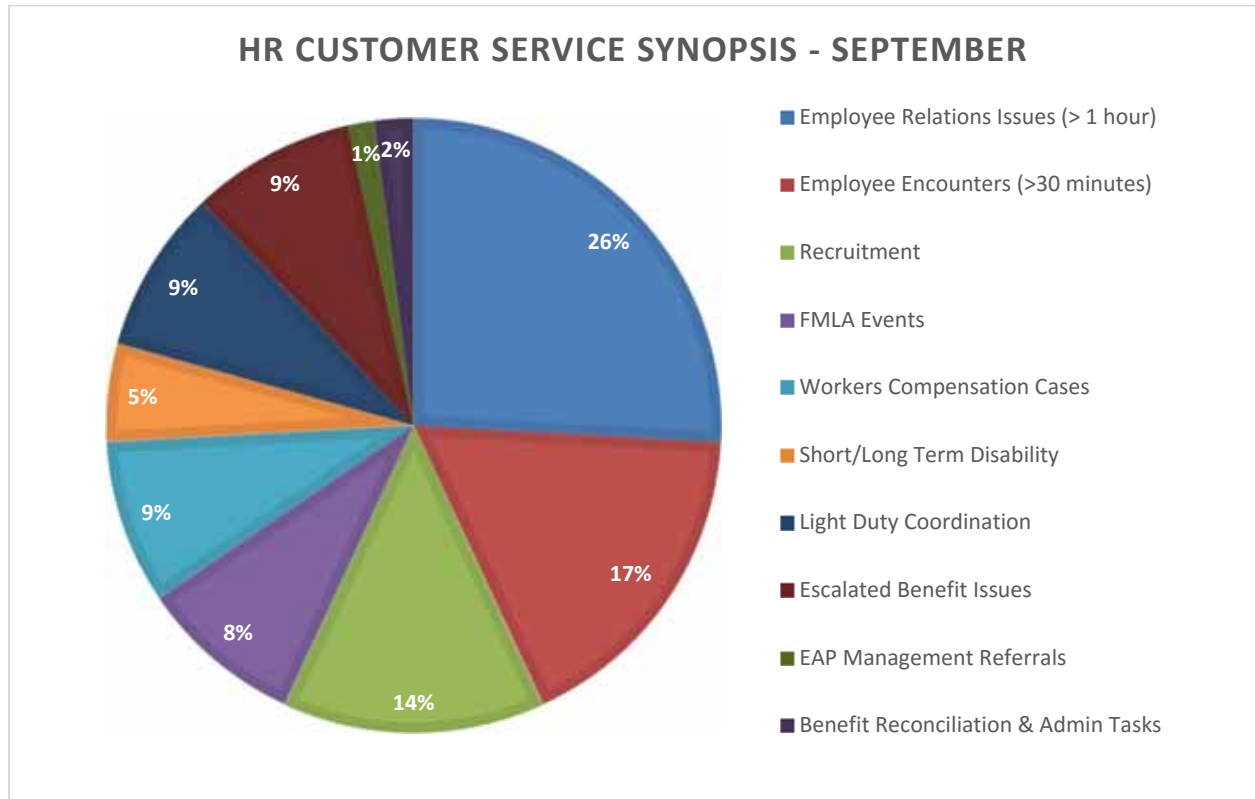
### ▪ **Drills/Training/Miscellaneous**

- Golder Ranch Fire District continues to partner with North West Fire District on the consolidation of Special Ops teams and resources.
- Our Special Ops crews attended the September regional drill outside our district
- Saturday, September 29th our crews provided instruction regarding vehicle extrication to the annual Oracle drill, with other regional partners
- We've had a couple trail rescues, one that included the special ops crews from NWFD
- We had a meeting with Pima County Sheriffs Officer Search and Rescue Sergeants to meet the new leadership and continue the partnership of working together along their trail jurisdictions

## Human Resources

- **Recruitment/Promotional Processes/On-boarding**

- IT Specialist - Oral Board and Chiefs Interviews were conducted this month



- **Benefits**

- September 24th marked the start date for the new Oro Valley Community Center and Aquatic Center health and wellness benefit. We have received very positive feedback from employees regarding this offering and TOV staff have reported that many District employees have already begun utilizing the facilities.

- **Employee Recognition**

- Record of Exceptional Performance – Engineer Joe Capuano, FF Kyle Unger, FF James Myers. (See attached written recognition)
- We would like to recognize the following individuals who are celebrating a GRFD employment anniversary this month. We appreciate their work and dedication to the District for the benefit of the public that we serve.

Last Name	First Name	Date of Hire	Years Of Service
Sutherland	James	10/24/1990	28
Seeley	William	10/30/1997	21
Greene	Andrew	10/24/2005	13
Christian	David	10/04/2010	8
Rascon	Herman	10/18/2010	8
Schaefer	Valerie	10/10/2013	5
Cantua	Phillip	10/17/2016	2
Raney	Charles	10/17/2016	2
Teich	Gabriel	10/11/2016	2

# Golder Ranch Fire District Call Load Breakdown

September 2018

CALL TYPE	370	372	373	374	375	376	377	378	379	380	TOTAL
Aircraft											
Brush / Vegetation	1								2		3
Building				1					1		2
Electrical / Motor											
Fires - All Other	2				1						3
Gas Leak									1		1
Hazmat											
Trash / Rubbish	3		1								4
Unauthorized Burning											
Vehicle	1					1	1			1	4
<b>Total Fire</b>	<b>7</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>		<b>4</b>	<b>1</b>	<b>17</b>
Animal Problem											
Animal Rescue											
Assist -Other	8	8	38	11	11	15	13	6	5	2	117
Battery Change	8	5	37	5	6	4	2	5	2		74
Bee Swarm											
Defective Appliance				1	1						2
Invalid Assist	6	2	18	17	13	6	20	1	16	9	108
Snake	28	7	40	55	58	58	80	9	64	49	448
Lockout	1		1								2
Fire Now Out											
<b>Total Service Calls</b>	<b>51</b>	<b>22</b>	<b>134</b>	<b>89</b>	<b>89</b>	<b>83</b>	<b>115</b>	<b>21</b>	<b>87</b>	<b>60</b>	<b>751</b>
Alarms (Fire, Smoke, CO)	1		5	3	1		3	2	1		16
Cancelled / Negative	4	1	7	7	4	4	10	2	7	14	60
Smoke / Odor Invest.		1	1	1	5	3	1	1		1	14
<b>Total Good Intent</b>	<b>5</b>	<b>2</b>	<b>13</b>	<b>11</b>	<b>10</b>	<b>7</b>	<b>14</b>	<b>5</b>	<b>8</b>	<b>15</b>	<b>90</b>
Motor Vehicle Accident	2		1		3	5	3	2	3	10	29
Rescue-high, trench, water			1		1		1				3
Interfacility Transport											
All Other EMS Incidents	80	3	94	52	58	69	78	9	87	106	636
<b>Total EMS Type</b>	<b>82</b>	<b>3</b>	<b>96</b>	<b>52</b>	<b>62</b>	<b>74</b>	<b>82</b>	<b>11</b>	<b>90</b>	<b>116</b>	<b>668</b>
<b>TOTAL ALL</b>	<b>145</b>	<b>27</b>	<b>244</b>	<b>153</b>	<b>161</b>	<b>165</b>	<b>212</b>	<b>37</b>	<b>189</b>	<b>192</b>	<b>1525</b>
Percentage of Call Load	10%	2%	16%	10%	11%	11%	14%	2%	12%	13%	100%
Average Calls Per Day	4.83	0.90	8.13	5.10	5.37	5.50	7.07	1.23	6.10	6.19	50.42
<b>Patients Transported</b>				<b>473</b>							
<b>Last 12 Month Call Load</b>				<b>16359</b>							
<b>Last September Call Load</b>				<b>1496</b>							



# GOLDER RANCH FIRE DISTRICT

## RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name

Date Prepared

Division or Section

Classification

Initiator of Commendation

Description and Date of Exceptional Performance

First Level Supervisor's Comments

Second Level Supervisor's Comments

Supervisor Signature \_\_\_\_\_

Employee Signature \_\_\_\_\_



# GOLDER RANCH FIRE DISTRICT

## ADMINISTRATIVE SERVICES REPORT

*September 1, 2018 – September 30, 2018*



- **Administrative Services Chief**
- **Board Services**
- **Community Relations**
- **Finance**
- **Fire & Life Safety**
- **Information Technology**
- **Logistics**

# Administrative Services Report

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## Board Services

### *Board Services Manager Brooke Painter*

#### Records

Records responded to 21 records requests; they included:

- Environmental- 4
- Medical-13
- Fire- 1
- Other-3

Records Specialist Shannon Ortiz scanned board packets from 2000 to 1994 into Document Locator.

Six boxes of Chief Fink's files were reviewed and boxed. Upon reviewing the files, original IGA's, contracts and other documents were found. Five boxes were marked for destruction. The documents in the one box that that need to be kept are being filed, scanned and uploaded to Document Locator accordingly. Many interesting old files were found in the files. A couple of old documents are attached.

The Christmas committee met to establish the date for the annual District Christmas party. Attached is the Save the Date.

#### PSPRS

Board Services Manager Painter, as Secretary of the Local Pension Board, set up a Public Safety Personnel Retirement System Local Pension Board meeting to review a disability application that was received. The meeting was held and the Board decided that there was sufficient evidence to move forward in the process, ordering an independent medical examination (IME) to be completed.

Manager Painter attended a training, hosted by the Pima Fire Chiefs, conducted by PSPRS on the recent changes to the system. It was very informative.

#### Other

Administrative Specialists Valorie McDade and Nancy Ramos have been busy with reorganizing the supply room at 370. They have begun creating an inventory list for supplies, office supplies, and necessities that are purchased by the employee fund. Captain Miller also has a big part with ordering the supplies for the District from

# Administrative Services Report

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Sam's Club when needed. This is a more accurate way to keep track of what is needed throughout the month.

Valorie has been helping finance with wildland billing, has issued 14 fires to the State for reimbursement at this time, and has been working diligently on the others as they come in. Nancy has been helping in logistics, specifically in Facilities Maintenance, with work orders, purchase orders, reconciling bills and credit cards. Both have been extremely helpful in helping as needs come in up in several areas throughout the District. Manager Painter has received nothing but positive feedback.

Manager Painter attended the Oro Valley State of the Town Address. It is always a good event with a lot of networking. It was nice to see Golder Ranch Fire with a booth in the expo area.

Manager Painter has been asked to teach another class, this time at the Arizona Fire Districts Association conference in January, in Laughlin, NV. This class is similar to the one she conducted for the Hellsgate Fire District on board members' roles and responsibilities and the working relationship between the governing board, the fire chief and staff.

Manager Painter has fulfilled all the requirements of the Master Municipal Clerk (MMC) Program of the International Institute of Municipal Clerks. This is a declaration that she is proficient in her important position and that she has demonstrated mastery of administrative skills critical to good government. She joins just 54 other MMCs in the state of Arizona and only a little over 1,300 around the world.

## Community Relations

### ***Community Relations Manager Anne Marie Braswell***

#### **GRFD in the News on Social Networking:**

*Facebook Highlights for September- We made 26 posts to our Facebook page and reached 28,843 people from 9/1/2018-9/27/2018. The following are some of the highlights:*

- On 9/5/18 and on 9/12/18, GRFD was mentioned in an article that Tucson Local Media ran announcing participation in a first responder's appreciation event at Mt. View Care Village. This article shared on our site reached 877 people the first time and another 392 people the second time.

# Administrative Services Report

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- On 9/12/18 we shared a link to the story that KGUN 9 did about the first responder's appreciation event at Mt. View Care Center. This story shared on our site reached 385 people.
- On 9/17/18 KGUN 9 did a web story about a car fire that we responded to at an apartment complex. This article shared on our site reached 896 people.
- On 9/20/18 we shared a story that KVOA 4 ran regarding a study that the U of A is doing in collaboration with GRFD regarding research to prevent suicide among first responders. The story shared on our site reached 5998 people.
- On 9/21 we shared EMS1.Com's story about the same U of A study and our participation. This story shared on our site reached 841 people.
- On 9/24 we shared KOLD 13's story about the U of A study and this time Chief Robb was interviewed. This story shared on our site reached 1835 people.
- On 9/24/18 Tucson News Now ran a web story about a hiker rescue that our crews did over the weekend for a man who was stung by bees. This story shared on our site reached 678 people.

*(\*Links to media stories can be found on the GRFD Facebook page and GRFD Twitter feed.)*

## Other meetings attended and presentations given:

- 9/4/1/2018- attended meeting with Chief Karrer and other managers
- 9/4/2018- attended planning meeting with OVPD and TOV and 3832 to work on kickball benefit fundraiser for Brandon Land and his family.
- 9/6 and 9/7- took two days off to care for my husband who had Lasik surgery. It went very well. Thank you for your support of my family.
- 9/10/2018- attended Southern Arizona Veterans and First Responders Living Memorial meeting
- 9/11/2018- attended Fire District Board meeting
- 9/11/2018- attended media event at Station 377 where KOLD covered a story about us hosting a CDO life skills class and teaching them how to use a fire extinguisher.
- 9/11/2018- attended first responder appreciation luncheon at Mt. View Retirement Village.

# Administrative Services Report

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- 9/12/2018- arranged for an interview with Chief Karrer and Channel 4 for them to record a brief congratulatory message from Chief Karrer to KVOA on 65 years of success.
- 9/12/2018- met with Chief Karrer and other managers to discuss possible policy changes and development.
- 9/14/2018- attended the State of the Town of Oro Valley luncheon at El Conquistador. We also provided compression only CPR demonstrations during the business expo as well as fire extinguisher training with our fire extinguisher simulator. This is new for us but was very popular.
- 9/17/2018- met with representative from Southwest Solutions to discuss better pricing for promotional materials (kid's fire helmets, firefighter pens, envelope of life). He thinks they can beat pricing that we are currently getting from Foremost which is out of state.
- 9/18/2018- attended follow up training with Brandy from Pathfinder Strategies with other managers.
- 9/18/2018- attended planning meeting for kickball fundraiser with OVPD, TOV, 3832.
- 9/19/2018- attended Community Leadership Group meeting at Oro Valley Hospital
- 9/19/2018- attended Board of Trustees meeting at Oro Valley Hospital.
- 9/20/2018- attended meeting with members of Marana Chamber Veterans Committee and Southern Arizona Veterans and First Responders Living Memorial to broker communication between the two.
- 9/21/2018- attended Greater Oro Valley Chamber Board retreat at El Conquistador.
- 9/21/2018- attended Fiesta De Los Bomberos event at Starr Pass.
- 9/26/2018- attended Marana Chamber Community and Regional Update at NWFD training center.

*(\*Pictures associated with school and community events are on the GRFD Facebook page and Twitter feed.)*

# Administrative Services Report

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## Finance

### *Finance Manager David Christian*

#### 2018 CAFR

At the November Board Meeting you will be presented with the 2018 CAFR for Golder Ranch FD. This document, among other things, will reveal the financial condition of the District at 6/30/2018, and if that financial condition is improving or deteriorating. The CAFR will also contain an opinion from the Auditors of Heinfeld Meech on the financial information presented as well as the internal controls of GRFD. The rest of the CAFR is made up of 1. Transmittal Letter 2. The Management Discussion and Analysis (MD&A) and 3 the Notes to the financials. The CAFR will contain other information such as the names and terms of the Board Members, an organization chart of GRFD and a table of contents. It is important to understand that all of these pieces that make up the CAFR are a standard format that has been developed by the GASB. All CAFR's will contain these same components and in essentially the same order so there will be a fair amount of comparability between a CAFR (for example) from Town of Oro Valley, NWFD or any other governmental entity.

The Transmittal Letter is intended to (1) convey "subjective" information that would not be suitable for the MD&A, to (2) formally convey the CAFR to its intended audience, to (3) profile the District to a reader not familiar with it and (4) provide information on the broader economic conditions of the District.

The MD&A is intended to be an introduction, overview and analysis of the financial statements. Here, we attempt to explain as clearly as possible what the financial statements represent and what they mean. The goal of the MD&A is to assist a reader of the financial statements, no matter how sophisticated, to quickly assess the financial health of the District.

The Foot Notes are an integral part of the Basic Financial Statements. While they will contain some of the same information that is contained in the MD&D, like the financials they are an integral part of, the Foot Notes or Notes, have to be presented in a very specific format. There is no capacity in the Notes for subjective information or analysis.



# Administrative Services Report

## Fire & Life Safety Board Report Fire Marshal William Loesche



Inspections & Activities include public education/outreach, weed abatement/debris burning, certificate of occupancy, code complaint inspection, code consultations, compliance letter, development review committee, fire alarm system inspection, fire flow/hydrant inspection, fire investigation, food truck inspection, gate inspection, general construction inspection, home safety assessment, investigative inspection, kitchen hood suppression system inspection, pre-application, preconstruction meeting, prevention inspection, records request, reinspection, special use permit inspection, suppression system inspection (commercial & residential), tent inspection, and underground fire supply line.

# Administrative Services Report

Station	Commercial Projects	Residential Parcels
370	2	150
372	0	55
373	3	220
374	6	114
375	6	1,226
376	0	1,072
377	14	442
378	2	630
379	4	719
380	2	106
Total	39	4,734

COMMERCIAL PROJECT STATUS	
<b>C of O</b>	<b>2</b>
<b>INTERMEDIATE</b>	<b>12</b>
<b>PLANS</b>	<b>13</b>
<b>PROPOSED</b>	<b>10</b>
<b>UNDERGROUND</b>	<b>3</b>
<b>TEMP C of O</b>	<b>0</b>
<b>Grand Total</b>	<b>40</b>

September 1, 2018 – September 30, 2018



# Administrative Services Report

Residential Project	Description	Station Area	Status	Parcels Units	Projected Completion Date
Arcadia	Alder Canyon	370	PLANS	150	TBD
Sun Dance	E. Peregrine Pl	372	PLANS	55	TBD
Eagle Cliff	Eagle Cliff	373	PLANS	150	TBD
SBR HOA#2	Sandlewood	373	PLANS	70	TBD
Maracay @ Vistoso	RV 7 Pebble Creek	374	PLANS	39	TBD
Rancho Vis 10J	Highlands Dr.	374	PLANS	39	TBD
Rancho Vis 12/Stone Canyon 8	Tortolita Mountain Cir	374	PLANS	36	TBD
KB Homes	Lambert & Shore Cliff Drive	375	PLANS	39	TBD
La Canada Ridge	La Canada Dr.	375	PLANS	33	TBD
Miller Ranch	Moore & La Canada	375	PLANS	29	TBD
Rancho Vis 10T	Moore Rd	375	PLANS	19	TBD
Rancho Vis 5H-I	Moore Rd Ext	375	PLANS	250	TBD
Rancho Vis 5W	Moore Rd Ext	375	PLANS	120	TBD
Rancho Vis 5X	Moore Rd Ext	375	PLANS	45	TBD
Rancho Vis 6B	Moore Rd Ext	375	PLANS	37	TBD
Rancho Vis 6C	Moore Rd Ext	375	PLANS	45	TBD
Rancho Vis GVK	Moore Rd Ext	375	PLANS	150	TBD
Saguaro Ridge	Cougar Canyon	375	PLANS	30	TBD
Sanctuary	Naranja	375	INTERMED	44	TBD
Silverhawke	Naranja & First	375	INTERMED	140	TBD
Viewpoint II	Moore Rd Ext	375	PLANS	45	TBD
Villages @ Silverhawke	First Ave	375	INTERMED	200	TBD
Rivers Edge	Shore Cliff & Lambert	376	PLANS	21	TBD
Capella	La Cholla	376	INTERMED	500	On Going
Estates Capella	Naranja	376	PLANS	120	On Going
Lambert	La Cholla	376	PLANS	100	TBD
Maracay @ Pusch View	500 Pusch View lane	376	PLANS	35	TBD

September 1, 2018 – September 30, 2018

# Administrative Services Report

Saguaro	Naranja	376	PLANS	225	TBD
Saguaro Ridge Estates	Como	376	PLANS	27	TBD
Saguaro Viejos	NWC Naranja & La Cholla	376	PLANS	44	TBD
Encantada @ Pusch Ridge	El Conquistador Way	377	PLANS	304	TBD
Hardy 30	Linda Vista	377	PLANS	18	TBD
Uplands @ Lambert Lane	Oracle Rd	377	PLANS	65	TBD
Villa Milagro	10125 N Oracle Rd	377	PLANS	55	TBD
Samaniego Vista	SBR Dr.	378	PLANS	27	TBD
SB Ranch 14B	SBR Dr.	378	PLANS	186	TBD
SB Ranch 16A	SBR Dr.	378	PLANS	25	TBD
SB Ranch 16B	SBR Dr.	378	PLANS	61	TBD
SB Ranch 16C	SBR Dr.	378	PLANS	70	TBD
SB Ranch 17 Section S 008-18	Robson Circle	378	PLANS	127	TBD
SB Ranch 17	SBR Dr.	378	PLANS	67	TBD
SB Ranch 44	Willow Canyon Dr.	378	PLANS	67	TBD
Desert Oasis	Thornydale & Twin Peaks	379	PLANS	74	TBD
Estates @ Camino de Manana	Camino de Manana	379	PLANS	5	TBD
Hardy Preserve	Hardy Rd	379	PLANS	55	TBD
Linda Vista 18	Hardy Rd	379	PLANS	36	TBD
Mountain Vista Ridge	Linda & Shannon	379	PLANS	201	TBD
Shannon 80	Hardy Rd	379	PLANS	84	TBD
Sonoran Desert	Twin Peaks & McCarty	379	PLANS	74	TBD
Sunset Mesa II	Spotted Toad Court	379	PLANS	25	TBD
Thornydale Res	Shannon Rd	379	PLANS	91	TBD
Twin Peaks Desert Oasis	Twin Peaks	379	PLANS	74	TBD
Overton Reserve	Overton & La Canada	380	PLANS	106	TBD

September 1, 2018 – September 30, 2018

# Administrative Services Report



Commercial Project	Description	Station Area	Status	Projected Date of Completion
Circle K	15935 Oracle Road 5,000sf, 5 fuel islands	370	PLANS	TBD
Catalina Market	16150 Oracle Rd	370	INTERMEDIATE	Nov-18
Fry's Supermarket SB Marketplace	39047 Oracle Road	373	UNDERGROUND	PENDING
Miraval	5000 Via Estancia	373	INTERMEDIATE	Dec-18
Sierra Tucson Expansion	39580 Lago Del ore Pkwy	373	INTERMEDIATE	Jan-18
All Seasons	185,000sf assisted care facility located at 1734 Innovation Park	374	INTERMEDIATE	ON GOING
Ventana Medical Parking Garage 1	1910 Innovation Park Drive	374	PROPOSED	TBD
Ventana Medical Ammonia Plant	1910 Innovation Park Drive	374	PROPOSED	TBD
Ventana Building	1910 Innovation Park Bldg. 4	374	UNDERGROUND	PENDING
WorldMark Photovoltaic	13355 Hidden Springs DR	374	PLANS	ON GOING
Ventana Medical Parking Garage 2	1910 Innovation Park Drive	374	PROPOSED	TBD
Apartment Complex	Innovation Park Drive	375	PROPOSED	TBD
Leman Academy Phase II	12255 La Canada	375	PROPOSED	TBD
Plaza @ Vistoso	12200 Rancho Vistoso, 80,000sf Retail	375	PROPOSED	TBD
Splendido Casitas	13500 Ranch Vistoso	375	PLANS	Dec-19
Splendido Expansion	13500 Rancho Vistoso	375	INTERMEDIATE	Dec-18
Vistoso Town Center	Rancho Vistoso & Moore Roads Retail	375	PROPOSED	TBD

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# Administrative Services Report

Apartment Complex	Linda Vista & Oracle	377	PROPOSED	TBD
Apartment Complex	El Conquistador & Oracle	377	PROPOSED	TBD
Church of the Nazarene	500 Calle Concordia	377	INTERMEDIATE	Dec-18
El Corridor	9750 Oracle RD Proposed 8,000ft Retail	377	PLANS	Feb-19
El Conquistador PAD	9950 Oracle Rd 55,000sf	377	PROPOSED	TBD
Gymnastics Center	11085 Oracle Rd	377	INTERMEDIATE	Oct-18
Ironwood Dermatology	10211 Oracle Rd	377	PLANS	TBD
Main street Transitional	Oracle Road	377	INTERMEDIATE	TBD
Nakoma Sky	10930 First Avenue, senior living facility	377	UNDERGROUND	TBD
OV Storage Facility	109,000sf 4story @ 11061 N Oracle Road	377	INTERMEDIATE	Jan-19
PERCA Snack Shack	9500 Oracle Road	377	PLANS	TBD
Oro Valley Senior Care	9005 Oracle 2 Story Senior Care	377	INTERMEDIATE	Nov-18
Sigma Technology Remodel	10960 Stallard	377	PLANS	TBD
Tohono Chul	7366 Paseo Del Norte	377	PLANS	TBD
SBR Clubhouse	31143 S Amenity Drive, 40,000sf w/ brewery	378	C of O	Aug-18
SBR Turn Snack Shack	Amenity Drive	378	PLANS	TBD
Tucson Cosmetics	135230 Ina Rd	379	PLANS	TBD
Goodwill Donation Center	8770 Thornydale Rd #120	379	C of O	COMPLETED
Proactive Physical Therapy	8770 Thornydale Rd #100	379	PLANS	TBD
Copper Health	Cortaro Farms	379	PLANS	TBD
Carondelet Medical	551 Magee Rd	380	INTERMEDIATE	Sept-18
Oro Valley Police Station	500 Magee Rd	380	INTERMEDIATE	Jul-19
Commercial Office Space	7960 Oracle Rd	380	PLANS	TBD

September 1, 2018 – September 30, 2018

# Administrative Services Report

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## Education/Community Outreach Activities

- Inspector Staggs – Creative Kids Preschool – along with 40 hour engine crew (EN381) on September 10. Firefighters Aren't Scary. PPE demonstration. Firefighter read a book, and tour of engine. 20 preschoolers and three adults.
- Inspector Staggs – GRFD Station 377 – CDO Life Skills Group – September 11 - along with EN381 and 377 crews. Used the Bullex fire extinguisher prop. Explained PASS and types of fires to use extinguishers on. Students took tour of apparatus and station. Tucson News Now crew did a story on the event: <http://www.tucsonnewsnow.com/story/39072129/virtual-fire-tool-helps-with-fire-safety/>
- Inspector Staggs – St. Andrews Presbyterian HUGS (Happily under God's Supervision) group –September 12 – Home safety for seniors – 45 adults ages 65 and over.
- Inspectors Grotkier and Staggs – Securaplane – September 13 - Fire extinguisher training using the Bullex fire extinguisher prop for approximately 10 safety committee employees.
- Inspector Staggs – Copper Creek Tiny Tinkers Preschool – September 19 – along with 40 hour engine crew (EN381). Firefighters Aren't Scary. PPE Demo, fire engine tour for 11 preschoolers and 3 adults.
- Inspector Staggs – St. Andrews Presbyterian Preschool – September 25 and 26 – Along with 40 hour engine crew (EN381) and 380 crews. Firefighters Aren't Scary - PPD demo, fire safety, and fire truck tour for approximately 377 preschoolers and 24 adults.
- Inspector Staggs – Innovation Academy – September 27 – Along with EN375 and PM375 – Science, Technology, Engineering and Math as it relates to the fire service. Engine and Ambulance tour along with how things work on each apparatus for approximately 62 2nd graders and 2 adults.

# Administrative Services Report



**Firefighters Aren't Scary**



**STEM IN Fire Service with 375 Crew**



**Engine 380 Crew at Saint Andrews**

## Fire Investigations

- On September 14, 2018, a vehicle fire was reported at the Canyon at Linda Vista Apartments, Oro Valley. The fire started in the engine compartment of an F-150 located in the parking lot of the apartment complex. The first ignition source and fuel source could not be proven to an acceptable level of certainty therefore this fire is classified as undetermined. It is the opinion of the



September 1, 2018 – September 30, 2018



# Administrative Services Report

investigator that the fire was possibly caused due to a malfunction of the cruise control switch, which currently has an open recall for this vehicle.

- On September 25, 2018, a vehicle fire was reported on 16255 North Oracle Road, Pima County. The first ignition source and fuel source could not be proven to an acceptable level of certainty therefore it is classified as undetermined. Based upon witness statements it appears the fire was started by the vehicle striking a flammable liquid container in the roadway, causing it to lodge under the vehicle front axle, with ignition occurring upon the driver stopping the vehicle approximately 700 feet later in the inside turn lane.



**What We Like to See?**

# Administrative Services Report

## Can You Spot The Violations?



## Information Technology *IT Manager Herman Rascon*

- We continue to work on the Corona de Tucson's FireRMS and ePCR configuration. Our Systems teams have completed the VPN tunnel to connect our two networks safely. We have received the Corona de Tucson's EPCR tablets and are starting the user installs.
- This month has been focused on Corona De Tucson Fire District configuration and training. We have also been working with a 3rd party medical billing organization to get providers the data they want in a format that they like. The



# Administrative Services Report

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biller works for Green Valley, Rincon Valley, and Three Points Fire districts, so we are working diligently to meet their requirements.

- This month we will be focused on the Corona De Tucson implementation, getting the report server up and running, and preparing the next major Zoll ePCR upgrade, which is currently in beta.
- GRFD Station Kiosk project is underway which will bring real time information to our field crews. The web user interface for the station kiosk is complete. New coding features such as auto-login are also included in the new interface. This will be easiest way to access the most current Golder information. All new information from the portal will be centrally managed and instantly updated.
- The Manager Plus PowerShell script to import data info form Abila is complete. There have been a few issues identified and will be resolved before fully implementing the import ability into the production environment again. This new interface will allow our Fleet and logistic application to interface with our billing software.
- We will be sending two GRFD employees for scheduled training for the month of October to attend ManagerPlus Desktop Training Seminar.
- The Operative IQ: Coordinated and scheduled the demonstration of the Fleet module of the Operative IQ Application. Fleet, Logistics, and Administration personnel attended the demonstrations to improve the diversity of the questions and concerns they may have with the application. Positive feedback was received by all the attended. More software vendors will be analyzed and demonstrations will be scheduled in the coming months.
- We have been focused on eliminating latency issues with a few of the applications used by the IT department. A solution has been identified and will be pursued in the coming weeks. The databases will be moved into a database engine capable of conducting daily maintenance, integrity checks, and backups.
- We have identified areas we would like to improve with the GRFDAZ.GOV website configuration. GRFD IT is working (with Anne-Marie and Andy Garcia) on actively resolving all issues to meet our early October target date for launch. We hope to have the new site up soon.

# Administrative Services Report

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- Another major project we have been working on is the Cisco Communications Gateways phone upgrade. This group of Cisco servers will allow us simple and highly secure access to video, voice, content, instant messaging, and presence outside your enterprise firewall with Cisco Expressway advanced collaboration gateways. It will also help connect communities of stakeholders and help remote and mobile workers collaborate more effectively by using their device of choice with Cisco Jabber. This will bring us to the next level in mobile communication and remote access to our district communication.
- Once again GRFD and the partners we support have become first in the nation. On Wednesday our private network was the first in Arizona (and one of only few in the nation) to cut over to Verizon Public Safety core. First-responders on this new Verizon private core will have their traffic managed through a dedicated public-safety LTE core separate from other Verizon users. The new public-safety core enables a host of services to Verizon first-responder subscribers, including traffic segmentation, priority and preemption, and improved end-to-end security with enhanced service-management control.

## Logistics

### *Captain Shaun Greener*

#### Fleet Services:

##### Monthly Vehicle Parts Costs

- **Fire** – \$12,281.89
- **Wild-land** - \$1,898.55
- **EMS** - \$1,352.70
- **Administration** - \$627.15
- **OVPD Hours**- 20.70 hrs. \$1,612.50

***We would like to welcome Chief Hilderbrand to our Fleet Family!!***

#### Communications:

- Nothing major to report this month

# Administrative Services Report

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## Facilities:

- Fleet - Repair EVAC unit
- 370 - Fire alarm service repairs are on going
- 374 - Annual Fire Alarm Inspection & Test
- 375 - Completed overhead door repair
- 379 - Annual backflow/oil and sand filter testing
- 380 - A/C repair HVAC unitary

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Dave Christian, Finance Manager

DATE: October 9, 2018

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

ITEM #: 8A

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:  Approve               Conditional Approval     Deny

SUPPORTED BY:           Staff                       Fire Chief               Legal Review

**BACKGROUND**

Presented are the monthly financial reports and cash reconciliation.

**RECOMMENDED MOTION**

Motion to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Brooke Painter, Board Services Manager

DATE: October 9, 2018

SUBJECT: Future Agenda Items

ITEM #: 9

REQUIRED ACTION:       Discussion Only     Formal Motion             Resolution

RECOMMENDED ACTION:     Approve                     Conditional Approval     Deny

SUPPORTED BY:             Staff                         Fire Chief                     Legal Review

**BACKGROUND**

This agenda item allows an individual Governing Board Member to recommend item(s) to go on future agendas.

Pursuant to A.R.S. §38-431.2(H), the Board will not discuss the items(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 9, 2018

SUBJECT: Second Call to the Public

ITEM #: 10

REQUIRED ACTION:       Discussion Only     Formal Motion       Resolution

RECOMMENDED ACTION:     Approve             Conditional Approval     Deny

SUPPORTED BY:             Staff                     Fire Chief                 Legal Review

**BACKGROUND**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date. Those wishing to address the Golder Ranch Fire District Board need not request permission in advance. A member of the public may speak for a reasonable time as determined by the Board on an oral presentation. The Fire Board may adjust time limitations and all individuals desiring to address the Fire Board will have the same opportunity. The Fire District Board is not permitted to discuss or take action on any item raised in the Call to the Public which are not on the agenda due to restrictions of the Open Meeting Law; however, individual Board members are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.