

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
Tuesday, October 13, 2015 0900 hrs
3885 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, October 13, 2015 at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Steve Brady,
Board Member Mark Clark

Excused: Board Clerk David Dahl, Board Member Richard Hudgins

Staff Present: Fire Chief Randy Karrer, Assistant Chief Tom Brandhuber, Assistant Chief
Pat Abel, Finance Manager Dave Christian

2. SALUTE AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

3. FIRE BOARD REPORTS

There were no reports provided.

4. CALL TO THE PUBLIC

No public issues were presented.

5. PRESENTATIONS

Chief Karrer asked everyone to take a moment of silence to honor the two firefighters that lost their lives last night in a building complex fire in Kansas City, Missouri.

B. PRESENTATION OF PERSONNEL

Chief Karrer presented the probationary firefighters Joshua Wood, Jesse Behunin, Ruben Bravo, Daniel Cramblit, Jaclyn Frazier, James Ryan Hoffman, Matthew Karrer, Kurt Strieter, Daniel Wallace, Albert Ortiz, Mark Tenney, Brandy Baugus, and Ryan Ward with certificates of completion for the 2014-01 Academy.

Chief Karrer introduced the newest employee, Records Specialist Shannon Ortiz. IT Manager Herman Rascon and Finance Manager David Christian were presented with a pin for 5 years of service. Firefighter Drew Green was presented with a pin for 10 years of service. Captain Kris Croddy and Engineer James Sutherland were presented with a pin for 25 years of service. Shannon Ortiz recited the Behavioral Oath, administered by Chairperson Cox Golder.

A. PRESENTATION OF QUILT FROM THE AMERICAN SEWING GUILD

Community Relations Manager Ann-Marie introduced Patti Lane and Doreen Friedman-Paret from the American Sewing Guild. Patti and Doreen members of American Sewing Guild, Tucson Chapter of 2015 displayed a handmade quilt of appreciation to the Golder Ranch Fire District for severing the community. This beautiful quilt of patches will be hung and displayed in the training center.



A break was taken at 9:29. The meeting resumed at 9:31.

6. CONSENT AGENDA

- A. Approve Minutes – September 8, 2015 Regular Session
- B. Approval of changing the date of the next regularly scheduled monthly Board Meeting from November 10, 2015 to November 17, 2015.

MOTION by Board Member Clark to accept and approve item 6, the October 13, 2015 Consent Agenda

MOTION SECONDED by Vice-Chair Brady

MOTION CARRIED 3/0

7. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE DECLARATION OF DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE

Chief Karrer stated that we have collected a number of surplus items that have been accumulating this past year that the district does not need. Logistic Manager Jeff Rowe will place the items on the public surplus auction site to be sold.

MOTION by Board Member Clark to declare the list of items presented as surplus to the needs of the District and direction for staff to place the items on the public surplus auction site.

MOTION SECONDED by Vice-Chair Brady

MOTION CARRIED 3/0

- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE FOLLOWING AMENDED GOLDER RANCH FIRE DISTRICT POLICIES: 1602 HOLIDAYS; 1603 VACATION LEAVE; 1605 SICK LEAVE

Chief Karrer, Chief Brandhuber, and President Steve Lunde from Local 3832 presented a PowerPoint overview of the amended changes relating to sick leave, vacation leave, and holidays. Chief Brandhuber stated the verbiage was not clear in these policies and conflicted with the MOU. He stated these policy amendments will give more flexibility to the employees. Chief Brandhuber discussed the changes to sick leave by pointing out the definitions will now mirror with policies under the federal government guidance laws. He pointed out guideline 4, that an employee has the option to increase their sick time bank from 500 - 672. Guideline 5, added language to extenuating circumstances. Guideline 6, Board Member Clark asked staff to define the phrase in the policy to elucidate on the verbiage of emotionally and physically. Guideline 7, is to utilize sick leave for immediate family. Chief Brandhuber stated that we are committed to family in this organization.

Vacation Leave policy amendments reflect guidelines F1, F3, F4, and F5. Chief Brandhuber talked about Guideline F1, vacation balances of 300 - 412; these adjustments will also affect crew scheduler. Guideline F3, to include LWOP policy. Guideline F4, classes on normal work days would count as hours worked, this would need to be approved by the district. Chief Karrer stated that if some employees do not have enough sick time they shall be allowed to utilize their vacation time. The two week notification for vacations have been eliminated.



Holiday policy amendments reflect guidelines C2, C3, D3, and D5. C2, will allow personnel to flex their personal holiday for another day (limited 2 traditional holidays) upon approval , for an example an employee can work on Columbus Day or on their birthday if they so desire, this allows the employee to flex that day for a non-holiday such as the day after Thanksgiving (approved by your supervisor). C3, approved holiday of 8 hours can be in lieu of the holiday pay however, the employee has the option to add the holiday hours to their comp time bank.

MOTION by Board Member Clark to approve the amended Holidays, Vacation Leave, and Sick Leave policies as presented.

MOTION SECONDED by Vice-Chair Brady

MOTION CARRIED 3/0

C. DISCUSSION AND POSSIBLE ACTION REGARDING AN INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION AND ADMINISTRATION OF CHILDHOOD IMMUNIZATIONS BETWEEN GOLDER RANCH FIRE DISTRICT AND PIMA COUNTY

Chief Karrer explained this IGA is an ongoing agreement with Pima County. He stated that we have participated in this program for several years. Golder Ranch Fire District's paramedics have administered childhood immunization services to the children of this district. Chief Karrer stated the terms of the agreement have been extended for another five years to July 31, 2020.

MOTION by Vice-Chair Brady to approve the intergovernmental agreement between the Golder Ranch Fire District and Pima County Health Department for the provision and administration of childhood immunization services.

MOTION SECONDED by Board Member Clark

MOTION CARRIED 3/0

D. DISCUSSION AND POSSIBLE ACTION REGARDING A GENERAL RATE INCREASE WITH THE ARIZONA DEPARTMENT OF HEALTH SERVICES

Chief Brandhuber explained that this general rate increase will be a way to recapture the cost of disposal supplies. For years GRFD had an understanding with Oro Valley Hospital to replace/replenish the supplies that was being used for transports. However, the federal government has moved away from this practice for some time. Chief Brandhuber stated that Oro Valley Hospital discontinued this practice at the end of June of 2015, which has been a significant expense to the organization. In order for us to regain our inventory costs of disposable supplies we are proposing to apply for a general rate increase by November 2nd to the Arizona Department of Health Services. GRFD will not be profiting however, we will be recouping our cost for services.

MOTION by Board Member Clark to approve the EMS Division to apply for a general rate increase with the Arizona Department of Health Services to include billing for disposable supplies used during ambulance transports.

MOTION SECONDED by Vice-Chair Brady

MOTION CARRIED 3/0



- E. **DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT**
Finance Manager Christian presented the reconciliation and monthly financial report for September to the Governing Board. There were no further questions or comments from the Board.

MOTION by Vice-Chair Brady to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented

MOTION SECONDED by Board Member Clark

MOTION CARRIED 3/0

8. REPORTS AND CORRESPONDENCE

- A. Fire Chief's Report - Chief Karrer presented his report to the Board. Chief Karrer stated that the fire academy was a valuable experience and he challenges staff to complete that same type of program. Chief Karrer met with Interim Chief Glenn Brown from Mountain Vista Fire District for lunch the other day. The recall election for the Town of Oro Valley council members is continuing. Chief Karrer complimented Chief Hurguy on his article that was published in JEM Magazine which was nationally recognized.

- Leadership Team Report – President Lunde stated that the Union has been working with the Oro Valley Town Council on the recall election. President Lunde also stated that he has been involved in the policy process.
- Community Relations Report – Manager Braswell presented her report to the Board. She asked the board if there were any questions relating to her report. There were no questions.

- B. Operation Chief's Report – Chief Karrer presented Chief Brandhuber's report to the Board and asked if there were any questions relating to his report. There were no questions.

- C. Administrative Services Chief's Report – Chief Abel presented his report to the Board. He pointed out a few highlights in his report regarding Lambert and La Canada Road of construction improvements for ingress and egress entrances. The scheduled date for ISO will be December 15th, 2015. Chief Abel stated that he will be working with Lori Donnas throughout the ISO process.

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 17, 2015 – Regular Session

10. CALL TO THE PUBLIC

No public issues were presented.



11. ADJOURNMENT

MOTION by Vice-Chair Brady to adjourn the meeting at 10:50 a.m.

MOTION SECONDED by Board Member Clark

MOTION CARRIED 3/0



David Dahl, Clerk of the Governing Board
Golder Ranch Fire District
v/m

