

**GOLDER RANCH FIRE DISTRICT  
GOVERNING BOARD MEETING  
REGULAR SESSION MINUTES  
Tuesday, May 10, 2016 0900 hrs  
3885 East Golder Ranch Drive, Tucson, Arizona**

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

Fire Board Vice-Chairperson Steve Brady called the meeting to order on Tuesday, May 10, 2016 at 9:00 a.m.

Members Present: Board Vice-Chair Steve Brady, Clerk David Dahl, Board Member Mark Clark, Board Member Richard Hudgins

Excused Absence: Board Chairperson Vicki Cox Golder

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

**2. SALUTE AND PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all in attendance.

**3. FIRE BOARD REPORTS**

There were no reports presented from the Governing Board.

**4. CALL TO THE PUBLIC**

There were no public reports presented.

**5. PRESENTATIONS**

A. PRESENTATION OF PERSONNEL

Robina Shultz was presented a pin for ten years of service to the Golder Ranch Fire District.

**6. CONSENT AGENDA**

A. Approve Minutes – April 12, 2016 Regular Session

**MOTION** by Clerk Dahl to accept and approve item 6, the May 10, 2016 Consent Agenda

**MOTION SECONDED** by Board Member Hudgins

**MOTION CARRIED 4/0**

**7. REGULAR BUSINESS**

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE GOLDER RANCH FIRE DISTRICT AND PINAL COUNTY FOR ELECTION AND VOTER REGISTRATION SERVICES

Chief Karrer explained that this was an intergovernmental agreement that would allow Pinal County to perform any election and voter registration services should there be a need for an election to fill the Governing Board vacancies this coming November.



**MOTION** by Board Member Clark to approve the intergovernmental agreement between the Golder Ranch Fire District and Pima County as presented

**MOTION SECONDED** by Clerk Dahl

**MOTION CARRIED** 4/0

**B. INFORMATIONAL AGENDA ITEM TO PRESENT TO THE GOVERNING BOARD THE UNIVERSITY OF ARIZONA'S ELLER COLLEGE FINAL SURVEY FINDINGS**

Chief Karrer stated that the team from the Eller College presented their final findings to senior staff on Thursday, May 5th, 2016.

Community Relations Manager Braswell went through the results of the survey with the Board. She stated that the findings showed that the community had strong unaided brand recognition of the Golder Ranch Fire District (GRFD); they rated their satisfaction of the services provided by GRFD a 4.8 out of 5. It was also noted that there was a low awareness of the Ambulance Membership Program, an area which GRFD will look to expand. She continued through the survey results and noted that the snake removal and smoke detector battery changes were noted as valued services to our residents.

Chief Karrer stated that the Eller College, along with other Board Members, have mentioned that GRFD should continue surveys of services provided and this would be an ongoing process.

**NO MOTION NECESSARY FOR THIS AGENDA ITEM**

**C. INFORMATIONAL AGENDA ITEM TO PRESENT TO THE GOVERNING BOARD THE RESULTS OF THE SALARY AND BENEFITS SURVEY**

Chief Karrer presented to the Board is the benefit survey that was conducted by HR Know Consulting. This survey summarizes the review and analysis of the Golder Ranch Fire District non-suppression employee benefits package, including health coverage, retirement plans, paid time off, and other policies and benefit programs.

Chief Karrer went over a few of the recommendations that came from the survey, including the amount of time off administration personnel accrue, the need for a health and safety program, as well as a needed terrorism policy.

Also presented to the Board was the salary survey that was conducted for the suppression positions of: firefighter; fire engineer; fire captain; and battalion chief. There were ten departments surveyed that were agreed upon by the Board in the MOU including: Scottsdale; Chandler; Tucson; Bullhead City; Central; Mesa; Superstition; Phoenix; Lake Havasu; Northwest; and Golder Ranch.

Chief Karrer explained that these two documents are presented to the Board for information only, in preparation for the upcoming discussions on the budget, scheduled for a special session on May 17th. Also included in the packet for the May 17<sup>th</sup> meeting is the Bullhead City survey conducted by Chief Southey.

**NO MOTION NECESSARY FOR THIS AGENDA ITEM**



D. INFORMATIONAL AGENDA ITEM TO PRESENT THE STATE OF THE GOLDER RANCH FIRE DISTRICT FACILITIES

Chief Karrer explained that Captain Shaun Greener has been placed into the Facilities Maintenance (FM) area, as a temporary assignment, to assist with an identified problem area within the District. His focus was to evaluate the current practices with facility maintenance from both the operations and support services perspectives.

Captain Greener presented his Facilities Maintenance Overview Report to the Board. He explained that he identified ten areas that needed to be addressed. He had expressed that nine of the ten items now have processes in place to address the issues. Chief Karrer stated that after reviewing the report from Captain Greener, he would like the Board to possibly consider a Logistics Manager position. We need to plan for the future and maintain what we have.

This agenda item was for information only, in preparation for the upcoming discussions on the budget, scheduled for a special session on May 17th. More details will be provided at that meeting.

**NO MOTION NECESSARY FOR THIS AGENDA ITEM**

E. DISCUSSION AND POSSIBLE DIRECTION REGARDING SHARED SERVICES AGREEMENTS WITH OUTSIDE AGENCIES

Chief Karrer explained that Golder Ranch Fire District (GRFD) has several current shared services agreements currently in place with Northwest Fire District (NWFD); Avra Valley Fire District (AVFD) currently has an agreement for billing.

There is the potential of additional shared services agreements on the horizon with neighboring agencies such as Mountain Vista Fire District (MVFD) has asked for an IT person as well as some fleet services; Three Points Fire District (TPFD) has expressed interest in an agreement for EPCR and billing; and The Town of Oro Valley (TOV) Police Department's pilot program for fleet maintenance comes to a close in June. Chief Karrer asked if the Board wished to continue this program. He explained this would require GRFD to hire additional mechanics. This would also max out the fleet facility. Clerk Dahl asked how it looked now, were we taxing our fleet maintenance staff and facility already. Chief Abel explained that with the parts person coming in (proposed in the upcoming budget) we would be good for right now. If Oro Valley brings on an additional 100 vehicles, it would require GRFD to hire two additional mechanics. Adding twelve pieces of apparatus from MVFD would require GRFD to hire another half of a mechanic. Chief Abel continued that the biggest challenge we would have with providing additional services is space in Fleet. Chief Abel and Fleet Maintenance Supervisor Barraza have discussed several temporary solutions to deal with the space issues.

Board Member Hudgins had questions about MVFD and the sustainability of providing funding for these programs they are interested in. Chief Karrer stated that Chief Horvath is making strides to try to improve relationships. Chief Abel commented that he has seen some real improvements to the relationships with MVFD. Chief Brandhuber stated that through the consortium we are already providing MVFD with some IT support; this will allow



us to recover some of the costs. MVFD has stated they would like to pay for half of an IT position. IT Manager Rascon explained that MVFD has already purchased all of the same systems that GRFD uses. Chief Karrer explained this would be handled by an IGA and will be very specific about the expectations of the agreement.

Attorney Donna Aversa added that GRFD would be in charge of creating the IGA that would address all of the Board's concerns and the fee structure.

#### **NO MOTION NECESSARY FOR THIS AGENDA ITEM**

#### **F. 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 to the Governing Board. There were no further questions or comments from the Board.

**MOTION** by Clerk Dahl to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented

**MOTION SECONDED** Board Member Hudgins

**MOTION CARRIED** 4/0

#### **8. REPORTS AND CORRESPONDENCE**

- A. Fire Chief's Report - Chief Karrer presented his report to the Governing Board. He explained that the Arizona Fire District's Association (AFDA) Conference has been moved to June 12 - 16<sup>th</sup> in Phoenix; it is now in conjunction with the Arizona Fire Chief's Association (AFCA) Conference. Chief Karrer also mentioned that he and President Lunde have been working together to come up with a solution for the retirees insurance coverage. He continued that the goal is to make sure that something is in place to ensure our retirees have health insurance coverage. This year they will remain on the current plan, but they will have a higher out of pocket amount and a \$50/month fee to cover administration costs as well as a portion of the cost of the healthcare clinic. President Lunde has been working diligently to create a trust to offset the costs for the retiree healthcare costs; this proposal will be coming to the Board for approval once it is finalized.
- Leadership Team Report – President Lunde mentioned that training is currently doing live fire, so they have been busy with that; he had nothing additional to report.
  - Community Relations Report – Community Relations Manager Braswell presented the Governing Board her report. No further questions or comments from the Board.
- B. Operation Chief's Report – Chief Brandhuber presented the operations report to the Governing Board. He explained that the Department of Health Services has increased the rate for transports and has allowed us now to charge for supplies. However, the mileage rate was reduced by \$.56. Chief Brandhuber is cautiously optimistic that it will be effective by June 1<sup>st</sup>. He continued that we had over 1100 calls last month, which was a record. He once again thanked the Chief and the Board for their continued support,



the feedback from the resident's survey and the current ISO rating shows what the district is all about.

- C. Administrative Services Chief's Report – Chief Abel presented the administrative services report to the Governing Board. Chief Abel stated that staff has started to identify some areas in the ISO report where more points are available that we should be able to attain. He has had some good discussions with Solar Solutions about some solar electricity options.

Board Member Hudgins asked about the probationary firefighters in the audience. Chief Brandhuber explained it was a requirement of their probationary year.

**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.*

- June 14, 2016 – Regular Session
- May 17, 2016 – Budget Study Session

**10. CALL TO THE PUBLIC**

No public issues were presented.

**11. ADJOURNMENT**

**MOTION** by Clerk Dahl to adjourn the meeting at 10:37 a.m.

**MOTION SECONDED** by Board Member Hudgins

**MOTION CARRIED** 4/0



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

