

**GOLDER RANCH FIRE DISTRICT  
GOVERNING BOARD MEETING  
REGULAR SESSION MINUTES**

**Tuesday, September 13, 2016 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, September 13, 2016 at 9:00 a.m.

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

Excused Absence: Board Member Richard Hudgins

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**

Chief Karrer stated that this past Sunday was the 15<sup>th</sup> anniversary of the attacks on 9/11. He suggested that we recognize the 343 firefighters that lost their lives that day and he wanted to publicly state how proud he was of our personnel.

**5. PRESENTATIONS**

**A. PRESENTATION OF PERSONNEL**

Derek Grotkier and Bill Hurley were introduced to the Board as our newly hired fire inspector apprentices. Jacob Ehresman was introduced as our new parts specialist working in fleet maintenance. Jean Oliver was introduced as our new financial specialist, replacing Christina Babuca. Andrew Ballmann received his badge for his recent promotion to captain. Tom Butler received a pin for five years of service to the Golder Ranch Fire District. Battalion Chief Scott Robb and Engineer John Tucker received pins for fifteen years of service. The following personnel were recognized for twenty years of service to the Golder Ranch Fire District: Captain Antonio Benjamin, Engineer Joe Capuano, and Firefighter Ruben Figueroa.

The Governing Board took a brief break at 9:48 a.m. They reconvened at 9:52 a.m. Clerk Dahl left the meeting at 9:48 a.m. due to an emergency.



**6. CONSENT AGENDA**

**A. APPROVE MINUTES – AUGUST 9, 2016 REGULAR SESSION**

**MOTION** by Board Member Clark to accept and approve item 6, the September 13, 2016 Consent Agenda

**MOTION SECONDED** by Vice-Chair Brady

**MOTION CARRIED 3/0**

**7. REGULAR BUSINESS**

**A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A DATE FOR THE GOLDER RANCH FIRE DISTRICT'S ANNUAL EMPLOYEE RECOGNITION AWARDS CEREMONY**

Community Relations Manager Braswell explained that this agenda item was tabled from a previous Board Meeting. She continued that she spoke to the SaddleBrooke Rotary and they were in favor of combining their appreciation luncheon with our Employee Awards Ceremony. This date would be February 16<sup>th</sup>. Chief Karrer's concern is that family members would not be able to attend a weekday luncheon.

Board Member Clark stated that he would like whatever would work best for the employees and families being recognized. Chief Karrer will work with Manager Braswell to finalize the details.

**NO MOTION NEEDED FOR THIS AGENDA ITEM**

**B. DISCUSSION REGARDING THE CANCELATION OF THE GENERAL ELECTION FOR THE UNCONTESTED GOVERNING BOARD RACES FOR SPECIAL DISTRICTS, INCLUDING THE GOLDER RANCH FIRE DISTRICT, SCHEDULED FOR NOVEMBER 8, 2016**

Board Services Manager Painter explained that on September 6<sup>th</sup>, the Pima County Board of Supervisor's met in Regular Session and approved our request to cancel the uncontested governing board election for the governing board members of Golder Ranch Fire District. By canceling this election, it saves the District approximately \$40,000. With that, Steve Brady, David Dahl, and Richard Hudgins had successfully filed petitions for the governing board positions and were therefore appointed by the Board of Supervisors, having the same powers and duties as if they were elected.

**NO MOTION NECESSARY FOR THIS AGENDA ITEM**

**C. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A NEW POLICY: 1130 BC ASSIGNMENT AND MANAGEMENT POLICY**

Chief Karrer explained that this was a policy put together by Chief Brandhuber and staff. Chief Brandhuber explained that this was simply retitling a position, not a change in rank. The deputy chief is commonly known as a battalion chief working in an administration capacity in the fire service. He continued that there is a need to update the overtime rate for the battalion chiefs. He also explained the need of stating in policy that there is an expected rotation of the battalion chiefs to ensure successful succession planning. Chief



Brandhuber explained it would be about a \$12,000 budgetary impact to give an additional 5% to the three current battalion chiefs working in an administrative capacity, in response to a question from Board Member Clark.

**MOTION** by Board Member Clark to approve the new policy 1130 BC Administration and Management Policy as presented

**MOTION SECONDED** by Vice-Chair Brady

**MOTION CARRIED 3/0**

**D. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE UPDATED FEE SCHEDULE**

Chief Karrer explained that the amended fee schedule needs to be adopted by resolution and it was not agendaized that way; also it was determined prior to the meeting that there were additional changes that needed to be made. He asked the Board to table this item to the next Board Meeting. The Board agreed to table the item.

**MOTION** by Vice-Chair Brady to table item 7D to the next board meeting

**MOTION SECONDED** by Board Member Clark

**MOTION CARRIED 3/0**

**E. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT**

Finance Manager Dave Christian presented the recompilation and monthly financial reports to the Board. There were no further questions or comments from the Board.

Finance Manager stated that this is Christina Babuca's last meeting. She has been here for the past three years and she has made great improvements in finance during her time here. We will all miss her and wish her the best.

**MOTION** by Board Member Clark to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented

**MOTION SECONDED** by Vice-Chair Brady

**MOTION CARRIED 3/0**

**8. REPORTS AND CORRESPONDENCE**

- A. Fire Chief's Report - Chief Karrer presented his report to the Board. He stated that he had been up at State Fire School; Captain Peru, Captain Druke, and Captain Cavaletto served as instructors and did a great job. Mountain Vista Fire District hired two battalion chiefs, one was an in house promotion, and the other was a retired captain from Tucson Fire District.
- Leadership Team Report – President Lunde stated that the BBQ will be moved to April at Steam Pump Ranch. The District Culture Committee is actively working on the Employee Awards Ceremony.
  - Community Relations Report – Manager Braswell presented her report to the Board. She stated that Chief Karrer will be a guest on the Morning Blend on Monday morning at 11:00 a.m. for a week long campaign recognizing fall related injuries and prevention.



- B. Operation Chief's Report – Chief Brandhuber presented his report to the Board. He stated that he is working with Chief Abel and Fleet Supervisor Barraza on some alarming statistics regarding the ladder truck. The number of apartment buildings and units have had a 47% increase within our district. On our last six working fires, we have had to rely on Northwest Fire District and the use of their ladder truck, because ours has been out of service. He explained that he will do further research and bring it back to the Board to look at a contingency plan.

Chief Brandhuber continued that everyone is back from Wildland, except for Captain Croddy. The crews enjoyed and were grateful for the opportunity to utilize the Type III. Chief Seeley and Chief Cesarek are at a train the trainor for blue card certifications. Chief Hurguy continues to do a great job in EMS.

- C. Administrative Services Chief's Report – Chief Abel presented his report to the Board. He explained that HR is staying busy with all of the recruitment processes going on. Chief Abel stated that several staff members attended a Public Safety Personnel Retirement System presentation, we are all watching this very closely. He continued that the 9/11 memorial was a very nice ceremony. He stated that Captain Shaun Greener is back in administration as a temporary assignment managing logistics for the time being.

**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 11, 2016

**10. CALL TO THE PUBLIC**

There were no public issues presented.

**11. ADJOURNMENT**

**MOTION** by Board Member Clark to adjourn the meeting at 10:32 a.m.

**MOTION SECONDED** by Vice-Chair Brady

**MOTION CARRIED 3/0**



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

