

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
June 21, 2022 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Fire Board Chairperson Cox Golder called the meeting to order on June 21, 2022, at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Richard Hudgins, Board Clerk Vette, Board Member Steve Brady, and Board Member Outlaw

Staff Present: Fire Chief Randy Karrer, Assistant Chief Patrick Abel, Assistant Chief Brandhuber, Division Chief Perry, Finance Manager Dave Christian, Local 3832 Vice President Hatfield, and Board Services Specialist Maggie Hernandez

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

Board Member Brady said he was impressed with the new administration building for Northwest Fire District when he attended the ribbon cutting ceremony, especially the elevator. He added more comments regarding the new building. There were no further comments from the Board.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- PROMOTIONAL BADGE PINNINGS
 - ANDREW GARCIA – PROMOTION TO ENGINEER
 - DENNY HAWKINS – PROMOTION TO ENGINEER
 - GRAHAM LUDEWIG – PROMOTION TO ENGINEER
 - THOMAS MATHEWS – PROMOTION TO ENGINEER
 - JOHNNY MILLER – PROMOTION TO ENGINEER



Chief Karrer and Battalion Chief Seeley presented the engineers with their new badges and congratulated them on their achievement. Engineers Andrew Garcia, Denny Hawkins, Graham Ludewig, Thomas Mathews, and Johnny Miller were pinned with their badges with their families present.

- NEW HIRES
 - DEBBIE FISHER – PART-TIME HR REPRESENTATIVE
 - EMILY NOLAND – HR REPRESENTATIVE
 - FREDDY RODRIGUEZ – ADMINISTRATIVE ASSISTANT
 - ANGEL VALENCIA – PROCUREMENT & SUPPLY SPECIALIST

HR Manager DeLong introduced Debbie Fisher, Emily Noland, and Freddy Rodriguez to the Governing Board. Chief Mike Price introduced Angel Valencia to the Governing Board. Behavioral and loyalty oaths were administered.

The Board took a brief break at 9:21 a.m. and reconvened at 9:22 a.m.

6. CONSENT AGENDA

- A. APPROVE MINUTES – MAY 17, 2022 REGULAR SESSION
- B. APPROVE MINUTES – MAY 17, 2022 EXECUTIVE SESSION
- C. APPROVE MINUTES – JUNE 6, 2022 SPECIAL SESSION
- D. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICIES: 200 – ORGANIZATIONAL STRUCTURE, 802 – SUBPOENAS AND COURT APPEARANCES, AND 1012 – CONDUCT AND BEHAVIOR
- E. APPROVAL AND ADOPTION OF THE GOLDER RANCH FIRE DISTRICT PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM'S ANNUAL PENSION FUNDING POLICY AND DIRECTION TO STAFF TO PLACE ON THE DISTRICT'S WEBSITE PURSUANT TO A.R.S. §38-863.01

MOTION by Board Clerk Vette to approve the June 21, 2022 Consent Agenda

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 5/0

7. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Chief Karrer presented the Fire Chief's Report to the Governing Board. He said we are in the middle of our hiring and promotional processes with a firefighter recruit academy starting on August 8th. He thanked the union for their efforts. Chief Karrer said we have 34 vacancies and are looking to see if we can fill the 34 spots, but most likely break up the academy into sections because 34 is a large number to fit into training center.

Chief Karrer added that he will be going on vacation and that Chief Brandhuber will act as fire chief the first week and Chief Robb will act as fire chief the second week.



Chairperson Cox Golder complimented IT Manager Rascon on the ePCR award from the Zoll Summit. There were no further questions or comments from the Board.

- LEADERSHIP TEAM REPORT – Vice President Hatfield presented the Local 3832 monthly report. He named a couple of updates, including that they were involved in the firefighter hiring process with the final chief’s interview scheduled for next week. He said that they attended labor management continuing education classes and there is an upcoming C-shift union member event at Casino del Sol to build camaraderie. There were no further questions or comments from the board.
- B. PLANNING ASSISTANT CHIEF'S REPORT – Chief Abel presented the Logistics/Planning Assistant Chief’s report to the Governing Board. Chief Abel added a quick update on station 374, stating there was a walk-through on Monday with a punch list. They identified issues that still needed to be addressed and it will take two to three weeks for the contractor to address those issues. Chief Abel stated that he has started working with our Legal Counsel Donna Aversa for the next board meeting for the station 378 site to bring the architect on board. He said Chief Cesarek will be present at that meeting to answer questions. Chief Cesarek thanked the Board for the recent special board meeting to get the contract approved and get work started on the Hanley building. There were no further questions or comments from the Board.
- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – Division Chief Perry presented the Essential Services Assistant Chief’s report to the Governing Board on behalf of Chief Brandhuber. Chairperson Cox Golder asked about the records request regarding motor vehicle accidents involving bicyclists and pedestrians referenced in the board packet and the time it takes to process requests such as those. HR Manager Delong answered and said it took about a month to get all of those records and the district has an obligation to provide them in a timely manner. She added that Records Specialist Shannon Ortiz worked with the Operations team to determine which records were applicable to that request. No medical information was released. Manager Delong stated what they felt was the reason for the request. Chairperson Cox Golder commented about Records Specialist Ortiz working with Chief Cesarek to get office supplies from Amazon. Chief Cesarek replied with his reason for the spreadsheet and added that Amazon could be a back up to the suppliers in the future.

Chairperson Cox Golder asked if we do exit surveys to see why people are leaving. Chief Karrer commented that we have been part of the “great resignation” and other various reasons for departures. He said other fire departments are experiencing the same thing. Manager Delong added more reasons as to why there are departures, such as life changes and some are not necessarily leaving for other fire departments. Chairperson Cox Golder made further comments regarding staffing departures elsewhere. Chief Karrer added comments regarding his experience at the state level through the Arizona Fire Chiefs and said many fire departments are struggling right now. There were no further questions or comments from the Board.



- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT – Chief Robb was absent due to teaching a class. Chief Karrer presented the Operations Assistant Chief's Report to the Governing Board. Vice-Chair Hudgins asked if we are looking for a community relations manager. Manager Delong responded yes and have a total of three positions in queue. She said they have finalized a job description for community relations and are getting ready to post for that position. Chief Karrer added comments as to the importance of that position here. Board Clerk Vette asked what the shift friendly paramedic program was. Chief Karrer replied that it is taught on their off time on multiple days so it is rotating, then there is no need for coverage. There were no further questions comments from the Board.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE PROFESSIONAL SERVICES AGREEMENT WITH MOSAIC PUBLIC PARTNERS, THE FIRM TO CONDUCT THE RECRUITMENT PROCESS FOR THE UPCOMING FIRE CHIEF'S VACANCY

Manager Delong presented Mosaic's professional services agreement and stated that Legal Counsel Aversa has reviewed it. Representatives from Mosaic, Brian and Greg, were on Zoom to greet and answer questions from the Board. Vice-Chair Hudgins asked when we can have our first meeting. Greg and Brian replied as soon as the agreement is signed, we can move forward in about two weeks. There were no further questions from the Board.

MOTION by Board Clerk Vette to approve professional services agreement with Mosaic Public Partners as the District's recruitment firm for purposes of selection of the District's next fire chief and further authorize the Chairperson or Vice-Chairperson to sign the agreement with Mosaic Public Partners on behalf of the District.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

- B. DISCUSSION AND POSSIBLE REGARDING THE ADOPTION OF RESOLUTION #2022-0006 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE

Chief Price presented the surplus and stated that it is piggybacking off the previous surplus. He added that we found some extra air packs and IT also had some extra items to add. Chief Price said these items are no longer assets to our district but can be assets to other organizations.

MOTION by Vice-Chair Hudgins to approve Resolution 2022-0006 declaring 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 or sell to a neighboring, mutual aid fire district or fire service related organization.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 5/0



C. DISCUSSION AND POSSIBLE ACTION REGARDING RESOLUTION #2022-0007 APPROVING THE APPROPRIATION OF THE GOLDER RANCH FIRE DISTRICT END OF FISCAL YEAR 2021-2022 GENERAL FUND BALANCE

Finance Manager Christian presented the general fund balance appropriation for end of fiscal year 2021-2022.

MOTION by Board Clerk Vette to approve Resolution #2022-0007 to approve the appropriation of the Golder Ranch Fire District end of fiscal year 2021-2022 general fund balance in accordance with the Golder Ranch Fire District Principles of Sound Financial Policy.

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 5/0

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

Manager Christian provided a brief presentation on the PSPRS liabilities and funded ratios by benefit – tiers 1 and 2 that was approved in the consent agenda. Chief Karrer commented that we have saved a significant amount of money in interest. Board Member Brady had a question regarding tier 3. Manager Christian answered his question and spoke about the contributions and explained further.

Manager Christian presented his monthly report and financials. He said he has never seen so little revenue in May, but there was more in April this year. He added that property tax revenue did not meet his historical average but ambulance revenue has continued to be consistent. Manager Christian said we sold \$3 million in bonds in May at 3.8% interest and very low transactional cost. Chase Bank purchased our bonds. He added that we are doing a lot of renewals for the EMS membership right now for June. Manager Christian said we have collected on some wildland fires too. Chief Karrer added if we had more resources and staff, we would be able to send out more assistance to those fires but the district has to be our priority with staffing.

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

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

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 study the matter further.

- Regularly Scheduled Meeting – July 19, 2022



Board Clerk Vette requested a complete breakdown of the strategic plan status. Chief Karrer said yes, but the community risk assessment – standards of cover project is a critical part. Chief Perry added we are delayed with the vendor to fully analyze the data, but we have done risk assessments. Board Clerk Vette said just an update would suffice.

10. CALL TO THE PUBLIC

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:05 a.m.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 5/0



Wally Vette, Clerk of the Board
Golder Ranch Fire District
m/h

