

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
August 16, 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 August 16, 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 Sandi Outlaw

Staff Present: Fire Chief Karrer, Assistant Chief Brandhuber, Assistant Chief Abel, Deputy Chief Pearce, Deputy Chief Grissom, Deputy Chief Cesarek, Fire Marshal Akins, Local 3832 Representative Cavaletto, HR Director Delong, Finance Director Christian, and Board Services Specialist Hernandez

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

Board Clerk Vette brought in an article from a Saddlebrooke newspaper regarding the Freedom Award presented recently.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- YEARS OF SERVICE
 - ADMINISTRATIVE ASSISTANT NANCY RAMOS – 5 YEARS
 - DIVISION CHIEF JEREMY HILDERBRAND – 20 YEARS

Chiefs Cesarek and Abel presented Administrative Assistant Ramos her 5-year pin and commended her service to the district. Chiefs Karrer and Grissom presented Division Chief Hilderbrand his 20-year pin along with his family in attendance and commended his accomplishments with GRFD.



- CHIEF FIRE OFFICER (CFO) DESIGNATION RECOGNITION
 - CHIEF TOM BRANDHUBER

Chief Karrer announced Chief Brandhuber’s CFO designation and congratulated him on such an accomplishment and explained the significance of the designation.

- NEW HIRE
 - ALEC KRAMARCZYK – IT SPECIALIST

IT Director Rascon introduced Alec Kramarczyk to the Governing Board. Behavioral and Loyalty Oaths were administered.

6. CONSENT AGENDA

- A. APPROVE MINUTES – JULY 19, 2022 REGULAR SESSION
- B. APPROVE MINUTES – JULY 19, 2022 EXECUTIVE SESSION
- C. APPROVE THE CANCELLATION OF THE GENERAL ELECTION FOR THE UNCONTESTED GOVERNING BOARD RACE FOR THE GOLDER RANCH FIRE DISTRICT, SCHEDULED FOR NOVEMBER 8, 2022
- D. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICIES: 1008 – REPORTING FOR DUTY, 1032 – TEMPORARY LIGHT DUTY ASSIGNMENTS, 1039 – FAMILY AND MEDICAL LEAVE, 1045 – EMPLOYEE LEAVE – PAID AND UNPAID, AND 1053 – COMPENSATION ADMINISTRATION

MOTION by Vice-Chair Hudgins to approve the August 16, 2022 Consent Agenda

MOTION SECONDED by Board Clerk Vette

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 Chief Grissom will present regarding our paramedic graduation last night with four paramedics completing the program in less than six months. Chief Karrer added a few updates to his report, which included:
 - 1- We have auditors set up in conference room for our annual audit and they have requested to speak with a couple of board members after the meeting.
 - 2- He will be going with other staff to his last FRI conference.
 - 3- We received a phone call from district resident, Heidi Miller, regarding the cellphone tower and its lease expiration, which is every five years. Chief Abel will reach out to her as the point of contact.

Chairperson Cox Golder asked about the ammonia at Roche used for cooling. Fire Marshal Akins answered her question and explained that Roche uses ammonia to cool their entire campus, have one building with all ammonia tanks and pipe across whole campus. She explained the process in more detail and said Roche has very high regulation codes that are higher than what is required by fire code. Fire Marshal Akins



said that ember-colored strobes will signal an ammonia leak. Chief Karrer added more information surrounding ammonia and its safety and said it is more commonly used in Europe.

Vice-Chair Hudgins asked about the buildings next to the Linda Vista station. Fire Marshal Akins said they will be the Oro Valley Luxury Apartments. There were no further questions or comments from the Board.

- LEADERSHIP TEAM REPORT – Representative Cavaletto presented the Local 3832 monthly report on behalf of President Jones. He thanked the Board for including the union in the fire chief’s hiring process and mentioned they had a very productive meeting with Mosaic. He thanked the Board for their commitment to the community by including them in the process. Representative Cavaletto said they are working with members of command staff to form a health care trust and are hoping to present something to the Board in the next few months. 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 said they got the land for station 378 with no increase to the cost of \$325,000 with no other bidders present. He said they have a meeting scheduled on August 24th with the architect, WSM. Chief Abel said it will be a 2-3-month process for the patent for the land. He said civil and landscape engineers will be out there and working on an RFQ to move forward.

Chief Abel said station 374 is finally operational. There was no CFO required as we already have one in place. Board Member Brady asked if we are going to have a re-dedication for station 374. Chief Abel answered no because it was only a modification. Chief Karrer encouraged board members to stop by and see the completed project. Abel said he will invite HOA to come through, Chief Karrer said maybe that would be a good time for the Board to come as well. There were no further questions or comments from the Board.

- C. ESSENTIAL SERVICES ASSISTANT CHIEF’S REPORT – Chief Brandhuber presented the Essential Services Assistant Chief’s report to the Governing Board. He thanked his staff for stepping up while he was away for conferences and vacation last month. There were no further questions or comments from the Board.
- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF’S REPORT – Chief Grissom presented the Operations Assistant Chief’s Report to the Governing Board on behalf of Chief Robb. He said he went to celebrate with the four members that completed a grueling 5 ½-month paramedic class and listed the members individually. He said the academy is going well and we currently have 25 recruits. Chief Grissom said we finalized the captain’s testing process. Promotions to captain and an eligibility list have been established.



Chief Pearce presented the ONA (Organization Network Analysis) survey. He said they only need responses by the Board to finalize the results. Chief Karrer said the district got the idea from City of Scottsdale Fire Chief Shannon and Assistant Chief Freitag. Chief Karrer explained more detail behind the motive of the survey and added that he would like to bring in Dr. Peck to a board meeting. He thanked President Jones for his contribution to the process too. There were no further questions comments from the Board.

8. REGULAR BUSINESS

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE AUTHORIZATION OF STAFF TO PROCEED WITH TENANT IMPROVEMENTS ON THE PROPERTY AT 1600 E. HANLEY BLVD, COMMONLY KNOWN AS DISTRICT HEADQUARTERS, UTILIZING BOND FUNDING FOR AN EXPENSE NOT TO EXCEED \$2,600,000.00

Chief Cesarek presented details behind dollar amount with a PowerPoint presentation explaining the proposed plans. He commended Artan Bela and others in IT for spending time in the building with new equipment to assist in the mapping. Chief Cesarek said he was appointed to the Foothills Business Park Board.

Vice-Chair Hudgins asked how many chairs needed for the new board room. Chief Cesarek answered 115 – 130 but if we put in tables, about 80 chairs. He listed some of the small modifications that were made to reduce cost, such as changing the type of floor tiles and ceiling tiles and using a different manufacturer for lighting. Vette asked if there will be extra offices and work spaces to account for growth. Cesarek said to have 4 empty work stations and areas to be used as conference rooms. In the design, we can adjust in the future. Board Clerk Vette asked if there will be a conference room for executive session. Chief Cesarek answered yes and explained further. Vice-Chair Hudgins asked about the timeline for completion. Chief Cesarek said what has been proposed is an 8-month timeline. He said there will be variables out of our control, such as supply chain issues, etc., but they are looking to begin on August 22nd. Vice-Chair Hudgins asked about all the existing furniture. Chief Cesarek said some of the furniture will be “surplused out” but we will utilize as much of the existing furniture as we can.

Board Member Brady asked about separating meters from the U of A property. Chief Cesarek said a water meter, landscaping and building meter and backflow for both will be added. Board Member Brady asked if the costs for those are included in what is being requested. Chief Cesarek answered that U of A will pay for it. Chief Karrer commended Chief Cesarek’s efforts and said he has spoken with Oro Valley Town Manager Jacobs about future joint project possibilities in that area. Chief Karrer spoke about the future possibilities with the Town of Oro Valley and benefits to partnering with them as well as benefits to having our Training division in our existing admin building. Board Clerk Vette asked about having enough bond money for station 378. Chief Karrer answered yes and explained with more information.



MOTION by Vice-Chair Hudgins to authorize staff to proceed with tenant improvements on the property at 1600 E. Hanley Blvd, commonly known as District Headquarters, utilizing bond funding for an expense not to exceed \$2,600,000.

MOTION SECONDED by Board Clerk Vette

MOTION CARRIED 5/0

B. DISCUSSION AND POSSIBLE ACTION REGARDING THOSE MEMBERS CURRENTLY IN THE DEFERRED OPTION RETIREMENT PLAN (DROP) TO EXTEND THEIR MEMBERSHIP TO SEVEN YEARS UPON THE INDIVIDUAL EMPLOYEE'S REQUEST

Chief Karrer gave background regarding legislation that passed extending the DROP program. He said our HR department has worked with PSPRS and because the Board is the employer, they have to approve the extension initially, not the PSPRS board. HR Director Delong said at this point what is being voted on is for anybody that is currently in DROP within their five years, if they are allowed to extend two more years. It was stated extending someone's DROP helps with turnover and retention. Board Member Brady asked how many are qualified. HR Director Delong said we currently have 15 members that are qualified. Board Clerk Vette asked a question for further clarification in which HR Director Delong answered. Chief Karrer said members have to meet age and years of service requirements.

MOTION by Board Clerk Vette to approve the extension of seven years in DROP for any requesting member that has met the required qualifications.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

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

Finance Director Christian presented his monthly report and financials.

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

MOTION SECONDED by Board Clerk Vette

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 – September 20, 2022

Chief Karrer said they received some information from PSPRS for refunds for Tier 2 employees, more to come on that.



10. CALL TO THE PUBLIC

There were no public issues presented at this time.

11. ADJOURNMENT

MOTION by Vice-Chair Hudgins to adjourn the meeting at 10:17 a.m.

MOTION SECONDED by Board Clerk Vette

MOTION CARRIED 5/0



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

