

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
Tuesday, November 15, 2022 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox-Golder called the meeting to order on November 15, 2022, at 9:00 a.m.

Members Present: 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 Robb, Deputy Chief Pearce, Deputy Chief Grissom, Deputy Chief Cesarek, Fire Marshal Akins, HR Director Delong, Finance Director Christian, Attorney Aversa, Local 3832 President Jones (via Zoom), and Records Specialist and Acting Board Services Specialist Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

Board Member Brady mentioned he attended an open house at the Coronado School and met the Pima County Supervisor for District 1.

Clerk Vette dropped by station 374 to see the renovation project that turned out nice. He mentioned that today is GRFD's 45th year anniversary.

Chief Karrer acknowledged that today is the 45th anniversary of Golder Ranch Fire District.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- YEARS OF SERVICE RECOGNITION
 - FLEET MAINTENANCE TECHNICIAN II EDWARD DICOCHEA- 20 YEARS
 - FIREFIGHTER JAMES MICHAEL MUIRHEAD– 30 YEARS

Edward Dicochea was not able to attend the meeting.



Chief Pearce presented James Michael Muirhead. Chief Karrer presented firefighter Muirhead with a plaque and thanked him for his thirty years of service.

- B. THE CEREMONIAL SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS VICKI COX-GOLDER AND SANDRA OUTLAW WITH TERMS EFFECTIVE DECEMBER 1, 2022 THROUGH DECEMBER 1, 2026

On September 6, 2022 the Pima County Board of Supervisors appointed the two incumbent board members, as they ran unopposed and the election was canceled. Vice-Chair Richard Hudgins administered the ceremonial oaths to the two incumbents. The official oaths were administered and notarized prior to this meeting, as required by A.R.S. §§38-231 and 38-232.

6. **CONSENT AGENDA**

The consent portion of the agenda is a means of expediting routine matters, such as minutes or previously discussed or budgeted items that must be acted upon by the Board. Any item may be moved to Regular Business for discussion and possible action by any member of the Board.

- A. APPROVE MINUTES – OCTOBER 18, 2022 REGULAR SESSION
- B. APPROVE MINUTES – OCTOBER 18, 2022 EXECUTIVE SESSION
- C. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICIES: 315 WILDLAND FIREFIGHTING, 612 ANNUAL WILDLAND TRAINING, 704 INFORMATION TECHNOLOGY USE, 918 ROADWAY INCIDENT SAFETY, 1020 WELLNESS AND FITNESS PROGRAM AND 1021 PHYSICAL FITNESS

MOTION by Board Member Brady to approve the November 15, 2022 Consent Agenda
MOTION SECONDED by Vice-Chairperson 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 happy birthday to the District. He thanked everyone for their service to the community they serve. Today is Golder Ranch Fire District's 45th anniversary and as such, the District is one of the oldest district's in the Tucson valley. Chief Karrer mentioned there have been several events that have occurred that are changing the landscape of the fire service in the area. Rural Metro will be closing stations in the Sahuarita area as an agreement with Green Valley Fire District to begin an annexation process. The timeline for this is unknown. The Town of Sahuarita is going through the same process as Oro Valley did in an attempt to have one fire service provider.

Mr. Vette asked if the District knew how much the District would be receiving in COVID funds.

Director Christian responded the District applied for approximately \$900,000.



- **LEADERSHIP TEAM REPORT** – President Jones presented the Leadership Team Report to the Governing Board via Zoom. He had nothing to add to his report. Chairperson Cox-Golder thanked President Jones for a great report. Board Member Outlaw asked President Jones to thank his people for their efforts in supporting Proposition 310. President Jones thanked Board Member Outlaw and said he would convey the message to the membership. He added that there would be an after action review to see what could be done better in the future. Chief Karrer stated the Proposition was not passed after being 77,000 votes short. He explained that the Proposition was an effort to diversify revenue streams for fire districts by collecting sales tax. There was discussion at the Arizona Fire Service Institute (AFSI) recently. The AFSI and the Professional Firefighters of Arizona (PFFA) leadership plan on meeting to discuss what the plan for the future is. There have been some legislatures that might bring forth bills to help assist with fire districts with revenue. Chief Karrer asked Manager Christian to present at the next meeting to explain how the lost revenue in commercial property tax reduction will impact the District.

B. PLANNING ASSISTANT CHIEF'S REPORT –Chief Abel presented the Planning Division’s Report to the Governing Board.

Chairperson Cox-Golder mentioned how Chief Abel presented a list of the activities he is involved in. She commended him on how involved he is and what that means for representing the District. Chairperson Cox-Golder then commended all the Chiefs for being involved in so many ways around the District and the state. Not only does this help the profile of Golder Ranch but it also helps them broaden the scope of what they present to the Board. She thanked Chief Abel and all of the chiefs for all they do. Chief Abel thanked Chairperson Cox-Golder and said it is an honor to serve.

Chief Cesarek made a presentation on the Hanley building. His division is working on getting the second phase of plans approved and sub-contractors hired. The building is slated to be complete in the June/July timeframe.

C. ESSENTIAL SERVICES ASSISTANT CHIEF’S REPORT –Chief Brandhuber presented the Essential Services Report to the Governing Board. He thanked Mike Muirhead for his service. He also thanked Finance Director Christian and the Finance team for their effort in the audit process. He thanked Beach Fleischman for the work they do for the District.

D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT
Chief Robb presented the Emergency Response/Professional Development Report to the Governing Board.

Chairperson Cox-Golder asked what the handtevy program is.



Chief Robb explained handtevy is a different way to respond to pediatric emergencies. He emphasized that it is a valuable program.

Chairperson Cox-Golder asked what the pumpkin was that was loaned to another district.

Chief Robb explained a pumpkin is a water source that is filled and dumped in the event of a wildland fire. He said it is just one of the ways that we help other fire districts.

8. REGULAR BUSINESS

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE AUDIT RESULTS PRESENTED BY BEACH FLEISCHMAN AND THE DRAFT ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR ENDING JUNE 30, 2022

Lydia Hunter from Beach Fleischman presented the audit results and provided the Board a draft of the Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2022. GRFD is going to receive a clean opinion from the auditor.

Chief Karrer thanked Lydia and her team for their work. He also thanked Director Christian and his team for their work.

Lydia thanked the District for helping the process go so easily.

MOTION by Clerk Vette to approve the audit report and draft Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2022 as presented

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 5/0

B. PRESENTATION BY FIRE MARSHAL AKINS REGARDING GRFD FIRE AND LIFE SAFETY DIVISION'S NEW FOOD TRUCK PROCESS

Fire Marshal Akins presented the new food truck process adopted in FLS. She is the chairperson for SAFMA. They created a sub-committee to address inspections for food trucks. The sub-committee created a uniform process for agencies to conduct a consistent inspection that included a checklist, an official, tamper proof sticker that identifies the food truck passed the annual inspection, the year that it was completed and a number identifying which organization conducted the inspection. GRFD has partnered with Tucson Fire Department (TFD) and Northwest Fire District (NWFD) to have one inspector present the three days a week, once a month, that the Pima County Health Department conducts their inspections. This partnership makes the process easier for the food truck vendors. Fire Marshal Akins will be presenting this new process to the Arizona Fire Marshal's Association and State Fire Marshal's Office. The goal is to make this a unified, inter-agency, state-wide process.



Chairperson Cox-Golder asked how much an inspection costs. Fire Marshal Akins responded that Golder Ranch Fire District does not charge for food inspections.

C. DISCUSSION AND POSSIBLE ACTION TO POST THE PROPOSED LOCAL AMENDMENTS THE 2018 INTERNATIONAL FIRE CODE (IFC) PURSUANT TO A.R.S. §48-805.02 AND TO SET A PUBLIC HEARING DATE FOR FORMAL ADOPTION OF SUCH

Fire Marshal Akins stated FLS was considering changing the fee schedule. The FLS fee schedule was included in the Fire Code Amendments. So each time the fees are changed, the amendments to the fire code also have to be adopted. To prevent this in the future, the Board will be asked at the next meeting to adopt a change to the fire code amendments that references the most recent GRFD fee schedule instead of listing the fees in the fire code amendments. That way, in the future, the fire code amendments will not have to be re-adopted if the fee schedule is changed.

Chief Karrer said this item has been reviewed by counsel.

MOTION by Board Member Outlaw to post the local amendments to the 2018 International Fire Code in three public places and on the district website and to set a public hearing for December 20, 2022 pursuant to A.R.S. §48-805.02

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

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

Director Christian presented the GRFD reconciliation and monthly financial report.

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 Clerk Vette

MOTION CARRIED 5/0

9. FUTURE AGENDA ITEMS

- Regularly scheduled meeting – December 20, 2022

Chief Karrer stated the public hearing will be held at the regularly scheduled meeting on December 20, 2022.

The Board determined there will be a special meeting Thursday December 15, 2022 at 9 a.m. for the fire chief's recruitment and testing process.

The recruiting firm will do their part on Wednesday, January 18th, 2023 and the Board would probably conduct the final interview Thursday, January 19th, 2023.



Chief Karrer explained it would be at the Board's discretion if they wanted to make the appointment at the special meeting on January 19th or at the regularly scheduled meeting in February.

10. CALL TO THE PUBLIC

There were no public issues presented at this time.

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 9:59 a.m.

MOTION SECONDED BY Vice-Chairperson Hudgins



Wally Vette, Clerk of the Board
Golder Ranch Fire District

