

**GOLDER RANCH FIRE DISTRICT  
GOVERNING BOARD MEETING  
PUBLIC NOTICE AND AGENDA  
REGULAR SESSION MINUTES  
Tuesday, January 17, 2023 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 January 17, 2023 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 Abel, Assistant Chief Robb, Deputy Chief Cesarek, Fire Marshal Akins, Deputy Chief Pearce, Division Chief Perry, Director DeLong, Director Christian, Director Rascon, Attorney Aversa, Local 3832 President Jones, and Board Services Supervisor Ortiz

**2. SALUTE AND PLEDGE OF ALLEGIANCE**

All in attendance recited the Pledge of Allegiance.

**3. FIRE BOARD REPORTS**

Board Member Brady reported that he and Chaplain Wright visited all ten stations to visit with personnel, last month for Christmas. He said it was a nice, enlightening trip.

**4. CALL TO THE PUBLIC**

There were no public issues presented at this time.

**5. PRESENTATIONS**

**A. PRESENTATION OF PERSONNEL**

- NEW HIRES
  - SHELLEY NEASHAM- BILLING SPECIALIST
  - TINA BROOKSHIER- FINANCE SPECIALIST
  - LYDIA CAMARILLO- COMMUNITY RELATIONS COORDINATOR



Chief Karrer welcomed the three new employees to the District. Billing Supervisor Massie presented Shelley Neasham, the new GRFD Billing Specialist. Finance Director Christian presented Tina Brookshier, the new GRFD Finance Specialist. Assistant Fire Chief Robb presented Lydia Camarillo the new GRFD Community Relations Coordinator. Chairperson Cox Golder administered the behavioral and loyalty oaths to the three new employees.

B. PRESENTATION TO THOSE WHO ASSISTED WITH THE HOLIDAY BREAKFAST

Chief Karrer said in December the District held a Holiday Breakfast for personnel and their families. The event was a huge success due to the contributions of everyone. He read a list of everyone that assisted with the event, he thanked the personnel by name and briefly mentioned how they contributed to make the event such a success.

6. **CONSENT AGENDA**

A. APPROVE MINUTES – DECEMBER 15, 2022 SPECIAL SESSION

B. APPROVE MINUTES- DECEMBER 15, 2022 EXECUTIVE SESSION

C. APPROVE MINUTES – DECEMBER 20, 2022 REGULAR SESSION

D. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICY- 1040 MILITARY LEAVE

**MOTION** by Board Clerk Vette to approve the January 17, 2023 Consent Agenda

**MOTION SECONDED** by Board Member Brady

**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 added that he recently attended the Arizona Fire District's Association Conference in Laughlin.

- LEADERSHIP TEAM REPORT – President Jones wished the Board a Happy New Year. He stated the Local 3832 was compiling a presentation regarding the new Fire Chief candidates to submit to the Board. The annual archery event will be held March 4<sup>th</sup>.

B. PLANNING ASSISTANT CHIEF'S REPORT – Chief Abel stated there are a few retirements occurring in the Planning Division. Lee Barbeau from fleet will be retiring January 26<sup>th</sup> and Steve Horbarenko from Fire and Life Safety will be retiring January 20<sup>th</sup>. He presented his report to the Governing Board and introduced Chief Cesarek to also present to the Board. Chief Cesarek gave a status update on the Hanley building. Vice Chairperson Hudgins asked about the status of Station 378. Chief Abel responded that his division is working through the project to keep it in budget. He hopes to present a GMP to the Board at the March meeting.



- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – Division Chief Perry presented the Essential Services report on behalf of Chief Brandhuber.
- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT- Chief Robb presented the Emergency Response/Professional Development report to the Governing Board.

## **8. REGULAR BUSINESS**

### **A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF RESOLUTION 2023-0001 FORMALLY ADOPTING THE FIRST EDITION GOLDER RANCH FIRE DISTRICT COMMUNITY RISK ASSESSMENT- STANDARDS OF COVER DOCUMENT**

Chief Karrer thanked Chief Perry for all of his hard work compiling the Community Risk Assessment- Standards of Cover (CRA-SOC) document. Chief Perry apologized for the error in the document and assured the Board that it had been corrected through an errata sheet. Chief Perry gave a PowerPoint presentation on the presented CRA-SOC document. The document gives the District a resource to meet community performance expectations, develops response models on data and internal/external input and set performance goals for the District.

Board Clerk Vette asked how the District can address response times from the communication center.

Chief Karrer responded by saying that GRFD is in a unique situation in that the District receives calls from the City of Tucson dispatch, Town of Oro Valley dispatch, and Pinal County dispatch. He is working with the Alarm Captain to address response times from the communication center. He is also working with GRFD's automatic aid partners, Tucson Fire Department (TFD) and Northwest Fire District (NWFD) to find solutions.

Board Clerk Vette thanked Chief Perry for compiling this comprehensive document.

Chief Perry thanked Gary West from Ironwood Technologies for his work, as the consultant, on the CRA-SOC document.

Chairperson Cox Golder thanked Chief Perry for his work.

Gary West (Ironwood Technologies) thanked the Board for the opportunity to work on this project. The second edition should be released this summer.

Chief Perry mentioned that NWFD is accredited and TFD is exploring the opportunity. He hopes all organizations will be aligned in the near future.



**MOTION** by Vice-Chairperson Hudgins to approve Resolution #2023-0001 formally adopting the Golder Ranch Fire District Community Risk Assessment and Standards of Cover document to include the correction presented in Errata Sheet #1.

**MOTION SECONDED** by Board Clerk Vette

**MOTION CARRIED 5/0**

**B. 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 Board Clerk Vette to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

**MOTION SECONDED** by Vice Chairperson Hudgins

**MOTION CARRIED 5/0**

**C. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF CONSULTATION OR LEGAL ADVICE REGARDING AN UPDATE TO POSSIBLE PENDING LITIGATION**

**MOTION** by Board Member Brady to enter into Executive Session pursuant to A.R.S. §38-431.03.A(3) for the purpose of consultation or legal advice with the attorney at 10:04 a.m.

**MOTION SECONDED** by Board Clerk Vette

**MOTION CARRIED 5/0**

Those present in the executive session were the Board Members, Chief Karrer, Attorney Aversa, Director Delong, and Board Services Supervisor Ortiz.

**D. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(3) FOR DISCUSSION AND/OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE DISTRICT'S FIRE CHIEF SELECTION PROCESS.**

*The Board reconvened into regular session at 11:05 a.m.*

*Vice-Chair Hudgins reminded those in attendance, Executive Sessions are confidential pursuant to ARS §38-431.03(C).*

**9. FUTURE AGENDA ITEMS**

- Special session meeting- January 19, 2023
- Regularly scheduled meeting – February 21, 2023

**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 11:07 a.m.

**MOTION SECONDED** by Board Clerk Vette

**MOTION CARRIED 5/0**



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Wally Vette, Clerk of the Board  
Golder Ranch Fire District

