

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
Tuesday, August 15, 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 August 15, 2023, at 9:00 a.m.

Members Present: Chairperson Vicki Cox-Golder, Vice Chairperson Wally Vette, Board Clerk Sandra Outlaw, Board Member Steve Brady, and Board Member Tom Shellenberger

Staff Present: Fire Chief Brandhuber, Assistant Chief Robb, Deputy Chief Cesarek, Division Chief Price, Human Resources Director Delong, Finance Director Christian, Attorney Aversa via Zoom, 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

Vice Chairperson Vette mentioned he had an opportunity to attend a Chamber of Commerce luncheon on behalf of the district. He said the district was well represented at the event.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- NEW HIRE
 - ALICIA ROBERSON, BUDGET ANALYST
- YEARS OF SERVICE
 - CHRIS ERICKSON, CAPTAIN-30 YEARS

Finance Director Christian introduced the new Budget Analyst, Alicia Roberson to the Governing Board. Chairperson Cox-Golder administered the behavioral and loyalty oaths.

Battalion Chief Leslie presented Captain Chris Erickson and spoke of his successful 30-year career including starting his career as a reserve firefighter, becoming the first engineer of Golder Ranch Fire District in 1996, promoting to Captain in 2001 and a



member of the Apparatus Committee for 25 years. Chief Brandhuber congratulated Captain Erickson and presented him a plaque and a 30-year pin. Captain Erickson's wife had the honor of pinning him.

B. PRESENTATION OF PERSONNEL WHO RESPONDED TO THE BOWL CREEK FIRE

BATTALION CHIEF LEE MUSCARELLA, CAPTAIN COLIN PORT, PARAMEDIC BRANDY LABAS, FIREFIGHTER SCOTT PETERSEN, FIREFIGHTER ROBERT METZ, CAPTAIN AARON DAVIDSON, FIREFIGHTER ALBERT ORTIZ, ENGINEER DANIEL HUBER, CAPTAIN DEAN STEVENS, PARAMEDIC REYMUNDO CHAVEZ, CAPTAIN KURT STRIETER, ENGINEER KARL RHEIN, FIREFIGHTER DIEGO SPARKMAN, FIREFIGHTER VICTOR CAMPOS-CERNA, PARAMEDIC KYLE MILLIGAN, CAPTAIN MICHAEL WALDORF, PARAMEDIC JESSE BEHUNIN, ENGINEER KYLE RHEIN, PARAMEDIC RYAN HOFFMAN, PARAMEDIC KYLE CAMPBELL, FIREFIGHTER ILIANA ROSAS, PARAMEDIC TREVOR CARLSON, ENGINEER JOE CAPUANO, PARAMEDIC JAMES CISSELL, AND FIREFIGHTER CHAD GRAHAM

Chief Brandhuber said he wanted to acknowledge personnel who responded to the Bowl Creek Fire.

Division Chief Pearce said after personnel were recognized, a presentation about the Bowl Creek Fire would also be given. Not all personnel listed were able to attend the board meeting. DV Pearce recognized those who were able to attend the meeting: Captain Colin Port, Paramedic Trevor Carlson, Paramedic Jesse Behunin, Paramedic Ryan Hoffman, and Firefighter Diego Sparkman. DV Pearce thanked the crew for doing such a great job.

The Governing Board thanked the personnel for the great work they do.

Battalion Chief Leslie gave a presentation on the Bowl Creek Fire. Personnel responded to the fire on July 23, 2023. It burned approximately 1300 acres and was located west of Highway 77, south of Highway 79. It was a type 3 incident. Ten engines, three water tenders, 1 bulldozer, one air attack and 2 hand crews were requested. A declaration of need was signed, which means the State will cover the cost of the fire. Mutual aid was also provided by Tucson Fire Department and Northwest Fire District.

C. PRESENTATION BY JESSE BEHUNIN ON THE GRFD AVIATION DRONE PROGRAM

Paramedic Jesse Behunin gave a presentation on the GRFD Aviation Drone Program. He stated the main goal of using drones or unmanned aerial vehicles (UAVs) is to use them in a high-risk low frequency event. The rapid information processing leads to increased firefighter safety and faster incident stabilization. UAVs will not replace a piece of equipment or tactic operations. UAVs will enhance how the district operates in various aspects of the fire service. Paramedic Behunin said the UAVs can be used for structure fires, hazardous material incidents, swift water rescues, lost



hiker rescues, wildfires, mass casualties, multi-vehicle accidents, preplanning target hazards, public relations, after action reviews, and training. The opportunities are limitless. He also showed examples of how the drones were able to assist crews with a structural fire and the Bowl Creek Fire. Paramedic Behunin commented that just like wildland and special ops, the aviation division personnel could apply their specialties and affect all aspects of operations for the district.

Division Chief Pearce stated they were not asking anything of the Board, they wanted to report on the aviation division and what it has done and can do in the future.

Vice Chairperson Vette asked how many drones and pilots the district has.

Paramedic Behunin answered the district currently has two drones, one active, licensed pilot but there are currently plans to offer a class to train additional pilots.

Board Member Brady asked if the pilots had to be licensed.

Paramedic Behunin responded that under the Certificate of Authorization, personnel are able to train their own pilots. It is under the FAA.

6. CONSENT AGENDA

A. APPROVE MINUTES- JULY 18, 2023, REGULAR SESSION

MOTION by Board Member Brady to approve the August 15, 2023, Consent Agenda

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

7. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's and Essentials Services reports to the Governing Board. Human Resources Director Delong presented her report.

Mr. Vette asked if the district is establishing standards for personnel working from home.

HR Director Delong responded it is determined on a case-by-case basis when a person is allowed to work from home. This decision is ultimately decided by the Fire Chief. The supervisor is responsible for staying in contact with the employee and making sure they are completing their work.

Vice Chairperson Vette asked what the status was of accreditation.



Division Chief Perry replied they are still working on the accreditation. Fifty eight percent of the performance indicators (PIs) have been reviewed by Gary West. There is a peer review team assigned. The district has until the end of September to complete and apply for accreditation.

Vice Chairperson Vette asked if the accreditation is approved if this would meet the ISO standards.

Division Chief Perry answered the ISO standards are technically separate and specific to fire suppression capability, the accreditation looks at the entire organization as a whole. Theoretically it would increase awareness to gaps that need to be addressed for the purpose of getting closer or obtaining an ISO 1. Division Chief Perry said the district is close to obtaining an ISO 1.

Vice Chairperson Vette asked what the benefit would be of obtaining an ISO 1.

Chief Brandhuber stated that obtaining an ISO 1 would be to improve the organization and improve the service to the residents of the district. An ISO 1 would help commercial businesses, this could help lower commercial insurance. However, this is not the reason why the district is pursuing it. An ISO 1 is being pursued because it is believed it will improve the service provided to the residents and provide a safer environment to the firefighters.

Chairperson Cox-Golder read a line from Records Specialist Wong's board report and asked if she has to review all records.

Board Services Supervisor Ortiz answered that RS Wong does review all records. She records what is destroyed on a certificate of compliance. The certificate is submitted to the Secretary of State's Office. If the District were to ever receive a records request for the records, the district could provide the certificate stating it was in compliance to destroy the records.

Board Clerk Outlaw asked if the Secretary of State's Office has said when the e-quality program would be available to fire districts.

Board Services Supervisor Ortiz stated the Secretary of State's Office has not given a timeline for fire districts yet.

Board Clerk Outlaw asked about the ground ambulance rules.

Chief Brandhuber stated Article 9 pertains to the ground ambulance rules. The State is attempting to align regulations with the practice in the field. It has been a collaborative approach to create the best draft rules before it is finalized.



Board Member Shellenberger asked about an after-action review of the Bowl Creek Fire as it pertained to developed areas. He thought it would behoove the residents to consider ways to mitigate fire on their fire properties such as creating a fire break, etc.

Fire Chief Brandhuber said he appreciated him mentioning this. Division Chief Pearce will specifically be doing a presentation at SaddleBrooke Ranch about the Ready, Set, Go Program, defensible spaces, etc. He can also do the same presentation for other areas. Division Chief Pearce will work with the wildland team to prepare the presentation. Chief Brandhuber thanked Board Member Shellenberger for mentioning it and thought it was salient considering what is happening in Maui.

Board Member Shellenberger asked how the district is aware of legislation that pertains to the fire service.

Fire Chief Brandhuber responded the Arizona Fire Districts' Association keeps districts and departments apprised of any legislation pertaining to the fire service. He said staff remains informed about legislation that could have an impact on the district.

Chairperson Cox-Golder asked if the health and safety programs were just for administration or for the field as well.

HR Director Delong answered after COVID, Human Resources saw a need for mental and behavioral health services. So Human Resources and Health and Safety collaborated to identify all resources as available. These resources are shared with the entire organization. Human Resources is working with Health and Safety to change the narrative around behavioral health so personnel will seek assistance with mental health issues if that is what they need.

Board Member Brady asked if that is what Firefighter Molly Kolt is now assigned to do.

Firefighter Molly Kolt replied that she reports to Captain Jeremy North. They are working together to be a more united front for administration and suppression. They want to support administration and suppression equally.

Chairperson Cox-Golder stated she read there are currently 11 people on light duty. She asked if this was high.

HR Director Delong answered that this is average for an organization of GRFD's size. The average is around 8. With Molly's help they are tracking where personnel are in their light duty assignments and try to help them return to work as soon as possible. Human Resources is working with all departments to identify light duty assignments to keep personnel engaged. The light duty assignments allow personnel to stay engaged and still add value to the district.

Chairperson Cox-Golder asked what evacuation zone projects were.



IT Director Rascon answered this was another great project GIS Analyst Steinnecker has been working on. She has been working on evacuation zones, setting them up and entering them in GIS. She is also working with Pima County.

DV Pearce added this refers back to what Board Member Shellenberger mentioned earlier. The evacuation zones GIS Analyst Steinnecker is entering in the system helps when presentations are made to residents such as SaddleBrooke.

- LEADERSHIP TEAM REPORT – PRESIDENT JONES

President Jones reported that there was a GRFD suppression employee who was badly injured in a motorcycle accident. He is showing significant improvement every day and is in good spirits. President Jones thanked the fire family that came together to support the family during this difficult time, including the GRFD wives' group.

Chairperson Cox-Golder commented that she is so glad that the district is getting the wildland team the resources they need.

- B. PLANNING DIVISION'S REPORT- Fire Marshal Akins presented the Planning Division's report to the Governing Board on behalf of Deputy Chief Cesarek. She noted she was impressed with Paramedic Behunin's presentation on drones. It is a great resource for the district. Two Fire and Life Safety inspectors obtained their drone license in the last year. They are used in fire investigations and inspections. They will make sure they stay in communication with Paramedic Behunin on continuing education.
- C. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT REPORT – Division Chief Pearce presented the Emergency Response/Professional Development report to the Governing Board on behalf of Assistant Chief Robb.

Vice Chairperson Vette asked what IAP is.

Division Chief Pearce responded IAP stands for incident action plan.

Vice Chairperson Vette asked what a 90-day improvement plan is.

Division Chief Grissom answered the 90-day improvement plan is based on the employee's tier status. Depending on what tier status the employee is placed in they will be assigned a peer fitness trainer (PFT) that will give them exercise and nutrition.

Division Chief Grissom wanted to publicly welcome Molly Kolt to the Health and Safety Team. She will be a great addition. He thanked the support of the Board to create this position.



8. REGULAR BUSINESS

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

Finance Director Christian presented the monthly financials and reconciliation for Golder Ranch Fire District to the Governing Board.

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

MOTION SECONDED by Vice Chairperson 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 further study the matter.

- Regularly scheduled meeting – September 19, 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 10:06 a.m.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0



Sandra Outlaw, Clerk of the Board

Golder Ranch Fire District

s/o

