

# **GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING PUBLIC NOTICE AND AGENDA**

**Tuesday, October 17, 2023, 9:00 a.m.  
3885 East Golder Ranch Drive, Tucson, Arizona**

*Pursuant to ARS § 38-431.02, ARS § 38-431.03 and ARS § 38-431.05, the Golder Ranch Fire District Governing Board will meet in Regular Session that begins at approximately **9:00 a.m. on Tuesday, October 17, 2023**. The meeting will be held at the Fire District Administration Board Room, which is located at **3885 East Golder Ranch Drive, Tucson, Arizona**. The order of the agenda may be altered or changed by direction of the Board. The Board may vote to go into Executive Session, which are not open to the public, on any agenda item pursuant to ARS § 38-431.03(A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. The following topics and any reasonable variables related thereto will be subject to discussion and possible action.*

- 1. CALL TO ORDER/ROLL CALL**
- 2. SALUTE AND PLEDGE OF ALLEGIANCE**
- 3. FIRE BOARD REPORTS**
- 4. CALL TO THE PUBLIC**

*This is the time for the public to comment. Members of the Board are not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.*

## **5. PRESENTATIONS**

### **A. PRESENTATION OF PERSONNEL**

- RETIREMENTS
  - ANDREW BAUMAN, ENGINEER
  - BILL HURLEY, FIRE INSPECTOR
- PROMOTIONS
  - JENNIFER AKINS, FIRE MARSHAL/DEPUTY CHIEF LEVEL
  - JEREMY HILDERBRAND, DEPUTY CHIEF OF COMMUNITY RISK REDUCTION
  - ADAM JARROLD, DEPUTY CHIEF OF SUPPORT SERVICES
  - TONY RUTHERFORD, DEPUTY CHIEF OF OPERATIONS
  - MARK WILSON, DEPUTY CHIEF OF EMS & PROFESSIONAL DEVELOPMENT
  - KYLE GOODRICH, BATTALION CHIEF



- NEW HIRES
  - DARLA KING, FIRE INSPECTOR APPRENTICE
  - BRIAN VOETBERG, FIRE INSPECTOR APPRENTICE

*Behavioral and Loyalty Oaths will be administered.*

## **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- SEPTEMBER 19, 2023, REGULAR SESSION

## **7. REPORTS AND CORRESPONDENCE**

A. FIRE CHIEF'S REPORT – CHIEF BRANDHUBER

- UPDATES ON THE FOLLOWING AREAS:
  - MEETINGS, TRAININGS, AND EVENTS ATTENDED
  - POLITICAL & PUBLIC SAFETY INTERACTIONS/UPDATES
  - DISTRICT ACTIVITIES
  - PERSONNEL
  - COMMENDATIONS/THANK YOU CARDS RECEIVED
  - BOARD SERVICES
  - FINANCE
  - HUMAN RESOURCES
  - INFORMATION TECHNOLOGY
  - PUBLIC RELATIONS

- LEADERSHIP TEAM REPORT – PRESIDENT JONES

B. COMMUNITY RISK REDUCTION DIVISION'S REPORT-ASSISTANT CHIEF PERRY

- UPDATES ON THE FOLLOWING AREAS:
  - COMMUNITY RISK REDUCTION
  - FIRE AND LIFE SAFETY
  - COMMUNITY SERVICES

C. SUPPORT SERVICES DIVISION'S REPORT- ASSISTANT CHIEF CESAREK

- UPDATES ON THE FOLLOWING AREAS:
  - PLANNING
  - LOGISTICS
  - FACILITIES MAINTENANCE
  - FLEET
  - SUPPLY

D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – ASSISTANT CHIEF GRISSOM

- UPDATES ON THE FOLLOWING AREAS:



- EMERGENCY RESPONSE
- PROFESSIONAL DEVELOPMENT
- HEALTH AND SAFETY
- WILDLAND
- HONOR GUARD/PIPES AND DRUMS
- SPECIAL OPERATIONS

## **8. REGULAR BUSINESS**

- A. DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT WITH IMAGETREND FOR ELECTRONIC PATIENT CARE REPORTING
- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0010 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT
- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

## **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 – November 21, 2023

## **10. CALL TO THE PUBLIC**

*This is the final opportunity, on this agenda, for a member of the public to address the Governing Board. Please refer to agenda item four (4) for additional clarification and direction.*

## **11. ADJOURNMENT**

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Sandra Outlaw, Clerk of the Board  
Golder Ranch Fire District

*To view the meeting online please visit our website at <https://grfdaz.gov/grfd-agenda>, there is an agenda posted, with background information linked to each agenda item, as well as a link to the live Zoom meeting.*

*If any disabled person needs any type of accommodation, please notify the Golder Ranch Fire District Administration at (520) 825-9001 prior to the scheduled meeting. A copy of the agenda background material provided to Board members (with the exception of material relating to possible executive sessions) is available for public inspection at the administration office, 3885 E Golder Ranch Drive, Tucson, Arizona 85739.*

Posted by: Shannon Ortiz 10/11/2023 at 1:00 p.m.



**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

DATE: October 17, 2023

SUBJECT: Fire Board Reports

ITEM #: 3

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

This item allows for the Fire Board Members to report to the public and/or staff any events, meetings, conferences, etc. they may have attended and/or points of interest that took place throughout the month.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

DATE: October 17, 2023

SUBJECT: Call to the Public

ITEM #: 4

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

# GOLDER RANCH FIRE DISTRICT

## BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

DATE: October 17, 2023

SUBJECT: PRESENTATION OF PERSONNEL

ITEM #: 5A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

### BACKGROUND

This is the time for recognizing personnel who have achieved employment milestones.

- RETIREMENTS
    - Andrew Baumann, Engineer
    - Bill Hurley, Fire Inspector
  - PROMOTIONS
    - Jennifer Akins, Fire Marshal/Deputy Chief level
    - Jeremy Hilderbrand, Deputy Chief of Community Risk Reduction
    - Adam Jarrold Deputy, Chief of Support Services
    - Tony Rutherford, Deputy Chief of Operations
    - Mark Wilson, Deputy Chief of EMS & Professional Development
    - Kyle Goodrich, Battalion Chief
  - NEW HIRES
    - Darla King, Fire Inspector Apprentice
    - Brian Voetberg, Fire Inspector Apprentice
- Behavioral and Loyalty Oaths will be administered.*

### RECOMMENDED MOTION

No motion required for this agenda item.

- GRFD CAREER HISTORY:
- PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:
- PERSONAL OR SPECIAL NOTES OF INTEREST:

# **EMPLOYEE RECOGNITION**

Employee Name: Adam Jarrold

Date of Hire: 07/21/2003

Current Position: Deputy Chief of Support Services

Reason for Recognition: Deputy Chief Badge Pinning

Date of Board Meeting: 10/17/2023



**Prepared by: Cesarek**

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. **Please complete:** the GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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***Please return to Human Resources via email by:***

*Questions regarding the completion of this form can be addressed to Human Resources.*

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- **GRFD CAREER HISTORY:**

Deputy Chief Jarrold became part of the Golder Ranch family in 2003. Sort of done everything at the district minus special operations. Adam was an excellent Captain who focused on EMS and Community Relations which led him to the Battalion Chief rank. His work ethic and take care of business effort sets him apart as a leader in our organization. While only a short time in the BC position, you continued to lead with respect for your crew and the district as a whole which shows in your work and made you a great candidate for this new position.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Adam enjoyed 8 years as a medic on the Pima County Regional SWAT team until he realized people shoot at you in that line of work. He was awarded the District's Paramedic of the Year award in 2006, making him part of a very distinguished list of providers to our community. Completed his bachelor's degree from Waldorf College a few years ago and has been seeking different experiences since he left the EMS division in 2018. His role as a PIO, community education, and attending UTAG meetings set him up for success as a BC and now into the Deputy Chief roll. Also his love for meetings is an accomplishment most do not reach. You did great as an incident commander and had the trust of your shift across the board. That will speak volumes in your new role.

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

Married with two kids, Adam and his wife Darcy spend lots of time poolside watching their daughters, Nora and Lucy who swim competitively. If there is one thing to take away from Adam is how to be a



great dad. He will do anything for his family, and would love more meetings at school or swimming to round out his day.

Five years ago we stood up here together to get your 15 year pin, today I am honored to call you Deputy Chief and appreciate having your perspective, humor, and attitude not only in the Support Services division but on the Executive Leadership team.

# **EMPLOYEE RECOGNITION**

Employee Name: Tony Rutherford

Date of Hire: 7/1/23

**Current Position:** Deputy Chief of Operations

Reason for Recognition: Job Promotion

**Prepared by:** Chris Grissom

Date of Board Meeting: *The third Tuesday of each month.*

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. This information will be used when the employee is recognized at the next GRFD Board Meeting.

***Please return to Human Resources via email by the 25<sup>th</sup> of the month, prior to the Board Meeting.***

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- **GRFD CAREER HISTORY:**

Came over in the consolidation with Mountain Vista Fire District as a BC

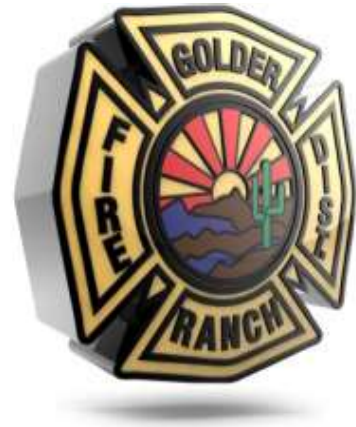
- Spent two years as a BC in Operations
- Spent two years as a Division Chief in Training
- Spent two years as a Division Chief of EMS

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Started his career in July of 1995 with Rural/Metro finished at the rank of Engine Captain  
1997 was FF of the year  
2001 Paramedic of year through Northwest Medical Center  
Unit Citation Award in 2006  
Went over to Mountain Vista Fire District as a Engine Captain  
Fire Officer Designation through CPSE  
Made Rank of BC at MVFD  
BS in Fire Science and Emergency Services  
CACO/CAPO Certified  
Completed the Chief Executive Officer Program (CEOP) in 2023 through AZ Fire Chiefs Assoc.

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

Married to Nicole for 23 years. Two boys 18 and 19 years old both pursuing careers in the Fire Service. As a family we love to travel and spend time with family and friends.



# **EMPLOYEE RECOGNITION**

Employee Name: Mark Wilson

Date of Hire: 5/17/04

**Current Position:** Deputy Chief of PD and EMS

Reason for Recognition: Job Promotion

**Prepared by:** Assistant Chief Chris Grissom

Date of Board Meeting: *The third Tuesday of each month.*

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The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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- **GRFD CAREER HISTORY:**

Mark began his career with GRFD in May of 2004. He spent the first few years protecting the residents of SaddleBrooke. Mark then promoted to Engineer in 2008 and joined special operations. After spending four years as an Engineer, Mark decided it was time to test for Captain. In 2012 he promoted to captain and spent the next 9 years at the special operations station, ladder 375 and started the alarm room Captain position at the city dispatch center. In November of 2021, Mark promoted to Battalion Chief and was stationed at station 380.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Marks accomplishments include the following:

- Technical rescue technician
- Bachelors Degree in Fire Administration
- Assisted with two fire academies
- represented Golder Ranch as the first alarm room Captain

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

Mark is married to his beautiful high school sweetheart Christina. They have three amazing kids Olivia 12, Emma 8 and Camden 5. When not working, he enjoys watching his kids play sports and vacationing.



# **EMPLOYEE RECOGNITION**

Employee Name: Kyle Goodrich

Date of Hire: 8/28/06

**Current Position:** Battalion Chief

Reason for Recognition: Job Promotion



**Prepared by:** Tony Rutherford

Date of Board Meeting: *The third Tuesday of each month.*

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- **GRFD CAREER HISTORY:**

Hired in 2006

Promoted to Paramedic in 2009

Promoted to Captain in 2014

Promoted to Battalion Chief 2023

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Union Member of the Year 2019

4 year member of local pension board

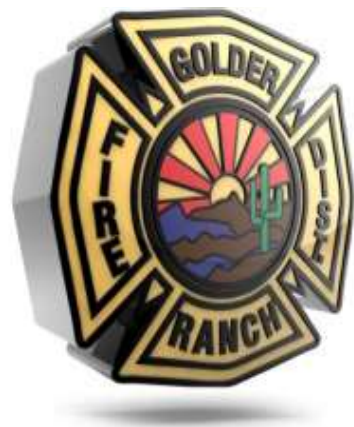
Helped to revamp 457 investment service providers with lower costs and better investment options

Helped to facilitate Finance education for academies

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

Married to very patient wife Krista for 15 years this month

Daughter Harper who is 9 years old and my absolute joy



# **EMPLOYEE RECOGNITION**

Employee Name: Darla King

Date of Hire: 9/18/2023

Current Position: Fire Inspector Apprentice

Reason for Recognition: New Hire

**Prepared by:**

Date of Board Meeting: *The third Tuesday of each month.*

The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate. This information will be used when the employee is recognized at the next GRFD Board Meeting.

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- **GRFD/CAREER HISTORY:**

New Hire

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

2012 = Firefighter I and II from PCC

2012 = Hired by San Manuel Fire

2014 = FF of the Year – pediatric emergency

EMS Coordinator

Training Captain

2014 = AMR

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

Married to Lori with two kids.

Mason = 11

Rylee = 13

Free time

Game Nights

Virtual Reality Golf

Grilling

Camping



# **EMPLOYEE RECOGNITION**

Employee Name: Brain Voetberg

Date of Hire: 9/26/2023

Current Position: Fire Inspector Apprentice

Reason for Recognition: New Hire



**Prepared by:**

Date of Board Meeting: *The third Tuesday of each month.*

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- **GRFD/CAREER HISTORY:**

New Hire

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

*Five Years in the Navy where he spent time in San Diego and Washington*

*Machinist's Mate assigned to the USS Theodore Roosevelt*

*Eight Awards including the*

*Navy/Marine Achievement Medal for his technical expertise and proficiency as a gauge calibration petty officer*

*Also chosen for the Advanced Damage Control Class*

- **PERSONAL OR SPECIAL NOTES OF INTEREST:**

*Traveled the US growing up - Dad = currently a lieutenant Colonel in the Air Force*

*Free time*

*wood working/took three classes in HS*

*Spending time with his girlfriend, Ashley, who attends UofA, studying Political Science*



# GOLDER RANCH FIRE DISTRICT

## BEHAVIORAL OATH

I, \_\_\_\_\_, do solemnly swear (or affirm) that I will be alert in my duties at all times.

I will strive to be mindful of the welfare and rights of others.

I will be impartial in my treatment of all persons coming under my jurisdiction.

I will be courteous and helpful to all and my feelings shall not influence my decisions.

I will refrain from being vulgar or profane in my speech or actions while on duty.

I will cooperate fully with my supervisors to provide greater protection to the public and the Fire District I serve.

I will strive to become more proficient in my duties as an employee of Golder Ranch Fire District through diligent study and training.

I will regard my employment with Golder Ranch Fire District as a symbol of trust from my State, my Fire District, and the community in which I serve, and act accordingly.

I will constantly strive to obtain these objectives as I serve as an employee of Golder Ranch Fire District.

\_\_\_\_\_  
Employee Name - Printed

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administering Official - Printed

\_\_\_\_\_  
Administering Official Signature

\_\_\_\_\_  
Date



# GOLDER RANCH FIRE DISTRICT

## LOYALTY OATH OF OFFICE

I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and laws of the State of Arizona, that I will bear true faith and allegiance to the same and defend them against all enemies, foreign and domestic, and that I will faithfully and impartially discharge the duties of the office of \_\_\_\_\_ according to the best of my ability, so help me God (or so I do affirm).

\_\_\_\_\_  
Employee Name - Printed

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administering Official - Printed

\_\_\_\_\_  
Administering Official Signature

\_\_\_\_\_  
Date



**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

DATE: October 17, 2023

SUBJECT: APPROVE MINUTES – SEPTEMBER 19, 2023, REGULAR SESSION

ITEM #: 6A

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

In compliance with A.R.S. §38-431.01, approval of:

A. SEPTEMBER 19, 2023, REGULAR SESSION

**RECOMMENDED MOTION**

Motion to approve the October 17, 2023, Consent Agenda.

# **GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING REGULAR SESSION MINUTES**

**Tuesday, September 19, 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 September 19, 2023, at 9:00 a.m.

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

Staff Present: Fire Chief Brandhuber, Assistant Chief Robb, Assistant Chief Cesarek, Assistant Chief Perry, Assistant Chief Grissom, Deputy Chief Rutherford, Deputy Chief Hilderbrand, Deputy Chief Jerrold, Deputy Chief Wilson, Deputy Chief Pearce, Fire Marshal Akins, Human Resources Director Delong, Finance Director Christian, Local 3832 President Jones, Information Technology Director Rascon, and Records Specialist Wong

## **2. SALUTE AND PLEDGE OF ALLEGIANCE**

All in attendance recited the Pledge of Allegiance.

Chairperson Vicki Cox-Golder asked everyone in attendance to have a moment of silence on behalf of Chief Karrer and his wife, Rhonda.

## **3. FIRE BOARD REPORTS**

Board Member Brady stated he attended the Leadership meeting last month and he thanked administration and the Union. He knew how hard it was to agree on certain things. He encouraged personnel to keep up with the good work.

## **4. CALL TO THE PUBLIC**

There were no public issues presented.

## **5. PRESENTATIONS**

### **A. PRESENTATION OF PERSONNEL**

- PROMOTIONS
  - ASSISTANT CHIEF GRANT CESAREK
  - ASSISTANT CHIEF CHRIS GRISSOM



- ASSISTANT CHIEF ERIC PERRY

Chief Brandhuber presented Deputy Chief Cesarek for his promotion to assistant chief. Chief Brandhuber stated he has known Grant for quite a while. He really got to know Grant when he was in medic school. They have been through hard times and good times together. He appreciates Grant's hard work and support and appreciates what Grant has done for Golder Ranch. Assistant Chief Cesarek's family was in attendance and his wife did the pinning of the new badge.

Chief Brandhuber presented Deputy Chief Grissom for his promotion to assistant chief. Chief Brandhuber said everyone knows and loves Chris. He thinks Chris is the heartbeat of this organization by the way he cares and takes care of people. The first time Chief Brandhuber got to meet Chris was when Chief Brandhuber was hired as an assistant chief at GRFD. Chief Brandhuber has always admired how Chris always defends and looks out for his people. Chris has done great things for the District. Chief Brandhuber said that Chris has done awesome in all the positions he has held. Assistant Chief Grissom's new badge was pinned by his sons with his family in attendance.

Chief Brandhuber presented Deputy Chief Perry for his promotion to assistant chief. Chief Brandhuber stated that Eric has been great. Assistant Chief Perry spent the majority of his career at TFD, went to Mountain Vista Fire District (MVFD), then moved to Golder Ranch Fire District with the consolidation. He has held a lot of different positions. Chief Brandhuber wanted to publicly thank him for his work on the accreditation process. All documentation for the accreditation has been submitted. Chief Brandhuber explained the support Assistant Chief Perry has from Assistant Chief Perry's wife. Chief Brandhuber also thanked Assistant Chief Perry's mom for attending the pinning. Assistant Chief Perry was pinned by his mother.

Chief Brandhuber thanked and congratulated the three new assistant chiefs. He thanked the Governing Board for their support to make these promotions happen.

- YEARS OF SERVICE
  - PARAMEDIC KYLE DRAKE- 10 YEARS
  - ENGINEER ANDREW GARCIA- 10 YEARS
  - ENGINEER BRETT HOUSER- 10 YEARS
  - CAPTAIN TOBIN JOHNSON- 10 YEARS
  - CAPTAIN ANTHONY MARQUEZ- 10 YEARS
  - ENGINEER KARL RHEIN- 10 YEARS
  - PARAMEDIC RYAN SZACH- 10 YEARS

Paramedic Kyle Drake was recognized by Captain Brandon Daily for his ten years of service. Captain Daily congratulated PM Drake.

Captain Daily presented Engineer Andrew Garcia for his ten years of service. Captain Daily congratulated Engineer Garcia on his ten years of service.



Deputy Chief Pearce presented Engineer Brett Houser for his ten years of service.

Captain Tobin Johnson was presented by Deputy Chief Rutherford. Deputy Chief Rutherford congratulated Captain Johnson.

Deputy Chief Wilson presented Paramedic Ryan Szach for his ten years of service and congratulated him for a job well done.

At 9:24 a.m. the Governing Board took a five-minute break.

Members of the meeting reconvened at 9:29 a.m.

## **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- AUGUST 15, 2023, REGULAR SESSION**

### **B. APPROVE THE CONTRACTUAL AGREEMENT WITH LLOYD CONSTRUCTION COMPANY AS THE CONTRACTOR FOR THE COMPLETION OF FIRE STATION 378**

Chief Brandhuber stated the contract with Lloyd Construction, which was approved over a year ago, had some changes in the final number. Chief Brandhuber said the overprice for the project is not going to exceed what was authorized, he apologized to the Board.

Assistant Chief Cesarek stated during the board meeting back in February, the number presented was about \$6 million five hundred and forty-seven thousand dollars. That was based on not knowing exactly how much the civil engineering cost would be. The drawings are complete and the civil engineering comments have been received from the county. That determines the amount of the civil work that will be required. That raises the price to \$6.87 million dollars for the parcel of land. In the board meeting where \$7.3 million was requested some of the items that were calculated into the \$7.3 million into the cost of construction. Assistant Chief Cesarek stated that he was still very confident he would be able to complete the project well within that dollar amount that was previously approved.

Vice Chairperson Vette stated that in the text, some of the site work may not be included, yet the site work is \$352 thousand dollars. Vice Chairperson Vette asked what was not included.

Chief Cesarek responded the curb cut on the island in the roadway was not included. The reason why was there was a lot of infrastructure inside of the island and cutting into the island will be changing that infrastructure such as the irrigation lines and any electrical lines since some of that will have to be cut off, terminated, and then



re-constructed so they can continue having irrigation and power through the island all the way to the highway.

**MOTION** by Chairperson Cox-Golder to approve both Consent Agenda items A and B  
**MOTION SECONDED** by Board Clerk Outlaw.

**MOTION CARRIED 5/0**

## **7. REPORTS AND CORRESPONDENCE**

- A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He added that in the next board meeting, the reports will reflect what is in the new organizational chart. He thanked Assistant Chief Perry again for completing the accreditation. He was glad it was done. He knew there were a lot of other people who helped.

Chairperson Cox-Golder asked Chief Brandhuber how the meeting went with Jan.

Chief Brandhuber stated that the meeting went very well. Chief Brandhuber asked her about the possibility of doing a public service announcement (PSA) for hiking in the heat. She contacted Sheriff Nanos and within a week, with Community Relations Supervisor Camarillo's help, he was able to do a PSA with Sheriff Nanos. In the PSA they talked about the dangers of hiking in the heat. Jan was very supportive and friendly and made herself available to the District.

Chairperson Cox-Golder stated that there have been a lot of presentations for the month of August to the children out in the community. Chairperson Cox-Golder wanted to thank everyone that does the outreach with the community. She believes community outreach is important.

Board Clerk Outlaw mentioned that she noticed that Chief Brandhuber had given challenge coins to the dispatchers that helped with an accident for a GRFD employee. Board Clerk Outlaw wanted to commend Chief Brandhuber for this. She said they were the unsung heroes and thanked Chief Brandhuber for recognizing them. Chief Brandhuber thanked Board Clerk Outlaw and stated that they did an incredible job both in Pinal County and here locally. Anytime it includes a member of the service, it is more difficult. Deputy Chief Wilson and Deputy Chief Pearce also helped award the coins with Chief Brandhuber.

Chairperson Cox-Golder wanted to make a comment about Human Resources (HR) and how far that department has come under Chief Brandhuber's leadership. They are doing so much in Human Resources. It is a new energy in the department. She thanked HR for their hard work.

HR Director Delong expressed her thanks to the board members for the recognition. She said it meant a lot.



- **LEADERSHIP TEAM REPORT** – President Jones talked about charity items. Member, Tobin Johnson, is the head of the charities for Local 3832. On the weekend of October 6, 2023, the Southern Arizona Home Builders Association (SAHBA) Home Show will be at the Tucson Convention Center. The District/Union will have a booth at the event to start advertising for the annual archery event. The charity event is a flagship event to raise money for local charities. The District might have an engine on display. He invited the board members to attend the show.

President Jones stated, with the help of Firefighter Molly Kolt, the Union will be bringing back the firefighter calendar to raise money for the charities account in the next month.

Board Member Brady made a comment and President Jones stated that they will be in SaddleBrooke with the calendars.

Chairperson Cox-Golder thanked President Jones.

- B. **SUPPORT SERVICES' REPORT**- Assistant Chief Cesarek presented the Support Services' report to the Governing Board. He reported on the status of the approval process and inspections of Hanley. Fire Marshal Akins conducted inspections at Hanley and held the District accountable to the same standards as everyone else in the District. There is substantial completion of the Hanley building. Some of the chief officers have the ability to move-in. Getting the wireless connected is a priority right now. There is currently no internet connection at the building. There are two things that need to be completed before the Certificate of Occupancy can be issued. They are the handicap ramp, that was not in the original plan, however it is a good idea. So, it will be added and RFID locks. Those will be installed in the next couple of days. Personnel are able to move-in to Hanley however, the District is not currently able to do business in the building yet. Assistant Chief Cesarek stated the building looks great and that it has been almost two years to the day since the initial building inspections.

Assistant Chief Cesarek stated he is working on Station 378 with Pinal County to get through the permitting process. There was a small issue with the naming convention. He is working to get the plans approved.

Chairperson Cox-Golder asked for clarification if the full occupancy will take place in November or October.

Chief Brandhuber asked Assistant Chief Cesarek to explain the pieces of furniture he was waiting for, the other reason staff have not moved to the building. Assistant Chief Cesarek explained he was waiting on ordered brackets, which has taken approximately eight months. The brackets should be delivered October 4<sup>th</sup> for install on October 9<sup>th</sup>. He stated once the cabinets have been installed, the rest of the team can move to the new location.



Chairperson Cox-Golder mentioned that the first board meeting in the new building will probably be in November if staff have moved in by then.

Assistant Chief Cesarek stated that he thought November was a good date and timeline.

EMS & FIRE RESPONSE AND PROFESSIONAL DEVELOPMENT REPORT – Assistant Chief Grissom presented the EMS & Fire Response and Professional Development report to the Governing Board. Assistant Chief Grissom wanted to highlight the incredible group of individuals that have been newly promoted to deputy chief positions and will be presented at the next Board meeting. Assistant Chief Grissom and the board members congratulated the newly promoted staff members.

Chief Brandhuber asked Assistant Chief Grissom to explain the captains' process his team implemented. Assistant Chief Grissom stated there was currently a captains' promotional process taking place. He explained the new two-week process. He stated his division was trying something new, innovative, and something he believed was going to work and be the future of promotional testing. Assistant Chief Grissom thanked Deputy Chief Hilderbrand and Captain Hastings for doing an incredible job.

Vice Chairperson Vette asked when the next recruitment would take place.

Chief Brandhuber answered, the thought process was to make sure leadership positions were filled before new firefighters are recruited. Professional Development is working through the captains' process right now, the next process will be the engineers' process, and then the deputy chiefs' process in December. February or late January might be the next academy. He wanted to make sure he had leadership and supervision in place before new people were recruited.

Vice Chairperson Vette said he was not sure how long it would take to recruit a new class.

Chief Brandhuber asked for HR Director Delong's input. Chief Brandhuber mentioned that it is a challenging dynamic now in a new work environment. Historically, it has been easy to recruit firefighters. The District was successful last year when a lateral recruitment was done. However, they do not plan on this doing process again for the next recruitment. Chief Brandhuber said it may take a few months to get the people the District is seeking to represent it and be part of the family. He added recruitment should start in the December so the academy can start in February.

Chairperson Cox-Golder asked Assistant Chief Robb about the hoods that are being mandated by 2024. She said that they look awful hot for an Arizona summer and asked what they were for.



Captain North answered Chairperson Cox-Golder's question. He stated the recent standards have changed with regards to the hood and the hood exchange program. In collaboration with Northwest Fire District (NWFD), Health and Safety did some trials on different styles and determined a selection, in a joint effort. They are a little thicker and are a different barrier and different protection, however, overall, everyone was happy.

Chairperson Cox-Golder asked what it does and what it protects them from.

Captain North answered that it is a particulate barrier for the carcinogens.

Assistant Chief Robb added that one of the benefits with the automatic aid partners was trying to have a hood exchange program on-scene where decontamination can be done and clean all the equipment. If the same hoods, as NWFD, are used the District can swap those hoods out on-scene for like-for-like. Before, there was a challenge with GRFD's where they were not quite up to spec.

## **8. REGULAR BUSINESS**

### **A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0009 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT**

Chairperson Cox-Golder asked Chief Brandhuber about this. Chief Brandhuber turned it over to Assistant Chief Cesarek.

Assistant Chief Cesarek replied, as the District continues to add vehicles into the system, there are some vehicles that need to go to auction. The vehicle up for surplus is a 2009 and has 152,000 miles. A vehicle has already arrived that is filling the need. With the Board's approval, this vehicle can go on the auction site. Assistant Chief Cesarek is sure it will sell quickly. Fleet Maintenance Supervisor Barraza, will run all the numbers and research the Blue Book, reference the National Automobile Dealers Association (NADA) and inquire with Enterprise to find out what the market value would be.

**MOTION** by Board Member Brady to accept Resolution 2023-009 as presented to declare listed item presented as surplus and direction for staff to place the item on the public surplus auction site or sell to a neighboring or regional fire department or district.

**MOTION SECONDED** by Board Clerk Outlaw.

**MOTION CARRIED 5/0**

### **B. DISCUSSION AND POSSIBLE ACTION REGARDING THE UPDATED MEMORANDUM OF UNDERSTANDING BETWEEN GOLDER RANCH FIRE DISTRICT AND NORTH TUCSON FIRE FIGHTERS' ASSOCIATION LOCAL 3832**





Chief Brandhuber stated he was happy to bring this item to the Board. President Jones and his leadership team worked hard on this. The biggest change is leadership has identified that in the original Memorandum of Understanding (MOU), the Post Employment Health Plan (PEHP) did not have all the details. Through the Board's approval, with the budget, the District can fund the PEHP not only for the Local 3832, but for every member of the Golder Ranch Fire District organization. The biggest change is listing the particulars of the plan that were already mentioned in the previous MOU. Further, language was clarified on the different positions in the organization that labor can represent. The final changes were grammatical and consistency cleanups throughout the document.

President Jones stated Attorney Aversa also reviewed the document and mentioned adding a placeholder that said the District would implement this year and the plan required there be some additional content in a section.

Vice Chairperson Vette asked if the Fire and Life Safety (FLS) and Fleet folks voted on it.

President Jones replied that there was no vote and FLS was already included. It needed to be stated in the document they were already members. Fleet has the option to opt-in or opt-out. This does not do anything except provide them the option.

Chairperson Cox-Golder asked if everyone has that choice.

President Jones affirmed that everyone had the choice.

Vice Chairperson Vette asked about the general plan comparison and when was the last time that was completed, for the benefits plan.

HR Director Delong answered for benefits, it was done around February of every year. Human Resources starts working with the broker in the fall and they have already had their first kick-off meeting to have those conversations and we will present those numbers to the Governing Board during the budget in February every year.

Vice Chairperson Vette asked if it includes all the pay, vacation, and total benefit package.

HR Director Delong answered that it does not. Benefits are looked at separately from compensation. We use a different consultant for that. That will be up this year so HR Director Delong will start the process in late winter or early spring with the consultant to start looking at compensation and doing comparisons so leadership can see where the District falls within the market.



Vice Chairperson Vette thanked HR Director Delong for the answer.

**MOTION** by Vice Chairperson Vette to approve the amended Memorandum of Understanding as presented.

**MOTION SECONDED** by Board Clerk Outlaw.

**MOTION CARRIED 5/0**

C. DISCUSSION AND POSSIBLE ACTION REGARDING THE ZOLL ONE PROGRAM LEASE AGREEMENT

Chief Brandhuber passed this item to Deputy Chief Rutherford.

Deputy Chief Rutherford stated, currently, the Zoll One Program lease agreement is for twenty-five new cardiac monitors for all suppression and transport units. EMS currently has twenty-one. Those twenty-one are about nine years old and have reached their life expectancies. Right now, it costs a lot to send the monitors to get fixed because they are outside of the warranty. The batteries are also an issue because they are so costly. The lease program was considered and he felt that it was the best option. This lease program is for ten years for twenty-five monitors, and within those ten years the District will get a full upgrade. This will provide good monitors for fifteen plus years.

Chief Brandhuber added that it was an item in the capital improvement plan (CIP) that was presented to the Board with the budget that was approved.

Vice Chairperson Vette asked Finance Director Christian if the District could afford it.

Finance Director Christian responded the District could afford it and it was fully budgeted.

Vice Chairperson Vette said it was almost \$20,000 dollars a month.

Finance Director Christian stated he verified it and is the exact amount that was budgeted.

Chief Brandhuber addressed the Governing Board that it is an expense, but the outcomes that personnel are having on saving lives have been phenomenal. Chief Brandhuber stated that with any technology now, every couple of years, that software is enhanced. If the District does not participate in a lease program, it is going to pay for those additional expenses. With this lease program, all the software enhancements are included. They are expensive, but it is one of those things the District has to provide the services it is committed to.

Vice Chairperson Vette stated that he supports the lease program, but that it is just expensive.



**MOTION** by Vice Chairperson Vette to approve the Zoll One Program lease agreement.

**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**

Finance Director Christian presented the monthly financials and reconciliation for Golder Ranch Fire District to the Governing Board. He stated August is one of those months where the District runs on savings and fund balance reserves. This is the time of year where the District will start to see those revenues start arriving in September, but October is the big month. This is the reason why the District has reserves. Everything is in-line with labor costs being a little over. Ambulance revenue is doing stellar. Operations is averaging approximately 19 transports a day and has been consistent throughout the year. Grant revenues will continue to be received in the next couple of months. The District was awarded the American Rescue Plan Act Grant (ARPA). The funds will be received in September. The District was also awarded the SAFER Grant. The District is on track for all grant revenues. The audit was completed early, and the auditors were paid a month early.

Chairperson Cox-Golder stated she received a call from the auditors, and they said very good things.

Finance Director Christian stated \$85,000 was paid to the Community Assistance Program team.

Finance Director Christian stated the District used \$2.5 million and budgeted \$3 million. Wildland revenues are short but Finance is working to collect revenue. The District is approximately \$1 million ahead of where it was expected to be in August. About \$68,000 has been collected in Pinal County. There has been an average of nineteen transport calls a day and that has been consistent throughout the year so far.

Chairperson Cox-Golder asked if it is expected to increase in winter since the visitors arrive during those times.

Finance Director Christian responded yes. He projects ambulance revenue to peak around February or March. There have been different call types, such as dizziness, weakness, falling, some COVID, and a few rattlesnake calls.

Finance Director Christian stated Finance billed for about \$200,000 but have not billed everything. Most of this was out-of-state fires. He expects to collect approximately \$300,000 by the end of year for this wildland season.



**MOTION** by Vice Chairperson Vette to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.  
**MOTION SECONDED** by Board Clerk Outlaw.  
**MOTION CARRIED 5/0**

**9. FUTURE AGENDA ITEMS**

The next regularly scheduled meeting will be on October 17, 2023.

**10. CALL TO THE PUBLIC**

There were no public issues presented at this time.

However, Chief Brandhuber wanted to make a comment about his appreciation to NWFD for their assistance last Thursday with Chief Karrer's family. He stated that they were phenomenal, they impacted a lot of people, and they were there for Chief Karrer, his family and GRFD. He would also like to recognize Deputy Chief Pearce and Battalion Chief Seeley for their actions that that day. It was a difficult night for everyone. He will pass on to the Board the letter of appreciation he sent to Chief Bradley. It is nice when everyone comes together to help and support each other.

Chairperson Cox-Golder thanked Chief Brandhuber for all his work. She knows Chief Brandhuber spent a couple of days with the family and that had to be difficult. Chairperson Cox-Golder thanked Chief Brandhuber on behalf of the Governing Board for his effort.

**11. ADJOURNMENT**

**MOTION** by Board Member Brady to adjourn the meeting at 10:05 a.m.  
**MOTION SECONDED** by Board Clerk Outlaw.  
**MOTION CARRIED 5/0**

\_\_\_\_\_  
Sandra Outlaw, Clerk of the Board  
Golder Ranch Fire District  
J/W



# **GOLDER RANCH FIRE DISTRICT**

## **BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

DATE: October 17, 2023

SUBJECT: FIRE CHIEF'S REPORT

ITEM #: 7A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

### **BACKGROUND**

This allows for the fire chief to provide updates to the governing board on the following areas:

- Meetings/Trainings and Events Attended
- Political & Public Safety Interactions
- District Activities
- Personnel
- Commendations/Thank You Cards Received
- Board Services
- Finance
- Human Resources
- Information Technology
- Public Relations

Also under this agenda item the Local 3832 President will present the Union's report to the Governing Board.

- Leadership Team Report – President Jones

### **RECOMMENDED MOTION**

No motion is necessary for this agenda item.



# FIRE CHIEF'S REPORT

Tom Brandhuber

*September 2023*



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## Chief's Activities for the Month

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- Attended the New Fire Chiefs Course at Arizona State Fire School.
- Attended the GRFD September board meeting.
- Attended the Leadership team meeting (labor/management).
- Attended the Arizona Fire Institute (AFSI) meeting.
- Attended the Siblings Reunion Picnic along with EN 376 and other fire departments.
- Attended the Oro Valley Town Manager Executive Leadership Meeting
- Attended dinner recognizing GRFD Fire Fighter of the year.
- Attended Pima County Fire Chiefs meeting.
- Attended Southeastern Arizona EMS Council (SAEMS) Executive Directors meeting.
- Participated in Arizona Department of Health Services (AZDHS) Behavioral Health Alternative Destination workgroup.
- Participated in the second planning meeting for the District annual Children Christmas party.

- Held the monthly AzAA executive board meeting.
- Held weekly executive leadership team meetings (Deputy Chiefs-Assistant Chiefs-Directors).
- Held the Fire Chiefs status update meeting.
- Held initial benefits discussion with broker, staff and labor for FY 24/25.
- Met with Battalion/Division Chiefs to notify personnel being promoted to Deputy Chief.
- Promoted new Battalion Chief.
- Several Calls with Department of Health Services (DHS) regarding Article 9-10-11-12 rules.
- Various meetings with personnel.

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## Thank You Correspondence

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- A thank you card was received from The Church of Latter-Day Saints for the following personnel: Captain Trevor Carlson, Engineer Chris Cavaletto, Paramedic Chris Childress, and Firefighter Jared Guizzetti.
- A thank you note was received from a family who had a station tour for the following personnel: Community Relations Supervisor Camarillo, Captain Nick Boone, Firefighter/DO Shawn Foster, Paramedic Kim Davis, Firefighter/DO Anthony Rios, and Probationary Firefighter Jonathan Higgins
- A thank you note was received from a Daisy/Brownie/Girl Scout group for the following personnel: Community Relations Supervisor Camarillo, Captain Dean Stevens, Captain Tobin Johnson, Paramedic Sabas Cruz-Miranda, Firefighter/DO Tyler Drury, Firefighter Patrick Roemer, Firefighter Paxton Moran, Paramedic David Deadman, Firefighter Zach Lominac, Probationary Paramedic Erin Rogers, Probationary Firefighter Gracyn Wagner
- A thank you email was received for the following personnel: Captain Eric Melen, Paramedic/DO Camden Garcia, Paramedic Kim Jenkins, and Firefighter Armando Fernandez

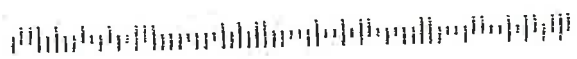


52  
23 PM 10 L

Think of you



Dan Habinek  
→ Golder Ranch Firefighters  
C/O  
3885 E. Golder Ranch  
Dr.  
TUCSON AZ  
85739



thanks



Dear Golder Ranch Fire Dept. 9.18.23

Thank you so much for the wonderful presentation you did for our youth on Aug. 12. We all had a great time and learned alot. Getting sprayed w/ water at the end was the best! We appreciate you all! Love, The Leaders + Youth of LDS Catalina Ward.

**From:** [Hernandez, Maggie](#)  
**To:** [Boone, Nickolas](#); [Higgins, Jonathan](#); [Foster, Shawn](#); [Rios, Anthony](#); [Davis, Kimberly](#)  
**Cc:** [Ortiz, Shannon](#); [Taylor, Jason](#); [Rutherford, Tony](#); [Perry, Eric](#)  
**Subject:** Thank you for today's station tour  
**Date:** Friday, September 22, 2023 12:23:01 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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Passing along this thank you note from Busy Bs and 123s LLC to 379A-shift for providing this morning's tour. It was a group of around twelve 3 and 4-year-old children.

Have a great weekend!

Maggie

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**From:** Sheila Jackson <busybsand123s@gmail.com>  
**Sent:** Friday, September 22, 2023 11:32 AM  
**To:** Hernandez, Maggie <MHernandez@grfdaz.gov>  
**Subject:** [EXTERNAL]: Re: Golder Ranch Fire District station tour request

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We had a great time! Thank you for such a wonderful tour. The children especially loved using the hose. The firefighters were amazing, especially Johnny.

Sheila Jackson

Nicole Lanchier  
President, chef/le

**From:**  
**To:**  
**Subject:**  
**Date:**

---



**Name**

[REDACTED]

**Phone**

[REDACTED]

**E-mail**

[REDACTED]

**Message Subject**

Thank you!

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**Message**

On Aug. 26th my wife, [REDACTED], had what appeared to me to be stroke. I immediately called 911 and you folks arrived only a couple minutes later. The stroke was confirmed at OVH. The responding crew were extraordinarily professional, compassionate, calming and thorough. They represented the highest quality of service and are a true credit to your department and the profession. And we both agree on that. And....we [REDACTED]

[REDACTED] We've seen it all and you guys are the standard for emergency medical care. Thank you so much. [REDACTED] is doing well. She regained her full capacities and with lifestyle and dietary changes we hope to avoid a repeat. Stay safe, one and all!

Sent from [Golder Ranch Fire District](#)



# SEPTEMBER REPORT

Fire Chief Tom Brandhuber

*September 2023*



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## Community/Media Relations

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### Events:

- Station Tour at 380 with more than 70 students and staff from Prince Elementary
- Station Tour at 380 with Girl Scout Troop 251, earning First Aid Badge
- Two Station Tours at 379
- Ride along at Station 375
- Ride along at Station 377
- Turkey dinner drop off to stations delivered by Catalina Elks Club on 9/11
- Copper Creek Heroes Assembly on 9/11
- Firefighter of the Year Presentation with Firefighter/Paramedic Dominic Rhodes highlighted and Captain Jeremy Rinder presenting award
- Optimist Club Meeting
- IMPACT Board Meeting

- Oro Valley Chamber Board Meeting
- Media Interview with Deputy Chief Adam Jarrold on ambulance shortages across the nation
- Child Passenger Safety Week
- Fall Prevention Month

#### Community Presence:

- Community alert on a house fire in the La Cañada and Lambert area. A mother and her children got out safely.
- Community alert on fire that started inside a single wide trailer near Oracle and Pinto Lane
- Community alert on serious crash at Oracle and Suffolk. Three people were taken to the hospital.
- Community alert on fire that started in a repair business trailer
- Community alert on slash pile of trimmings fire at Oro Valley Country Club
- Community Alert on structure fire off Highway 79 and Altar Valley
- Press release and online post on Deputy Chief and Battalion Chief promotions
- Online post of Assistant Chiefs getting badges pinned
- Online post on Fire Chief Tom Brandhuber featured as OV's Citizen of September
- Online post on 10 years of service pin for several firefighters
- Online post of remembering 9/11 in our schools Copper Creek Elementary Heroes Assembly
- Online post on Catalina Mountain Elks Lodge dropping off turkey dinners at fire stations on 9/11
- Online post of Erik Hite Foundation dropping off bags full of items for our crews on Arizona First Responders Day
- Created 9/11 graphic to commemorate the lives lost that day
- Created animated graphic on Cool Pool Rules to wrap up Drowning Impact Awareness Month
- Created Facilities Maintenance Tech job opening graphic and several online posts
- Created graphic with statistics on Child Passenger Safety Week
- Created online post highlighting our Captain Promotional Process
- Video on rain coming down at Station 380 for safety message on driving
- Highlight of Technical Rescue Team drill in Vail with several other fire agencies
- Highlight of Firefighter Of The Year Dominic Rhodes
- Highlight of 70 Prince Elementary students stopping by Station 380 for a special field trip
- Highlight of Girl Scout Troop #251 earning their First Aid Badge during Station 380 tour
- Highlight of IT Applications Specialist Artan becoming an American citizen
- Highlight of St. Andrew's Preschool and Kindergarten presentation on why they shouldn't be afraid of a firefighter or paramedic



- Highlight of Firefighter Paramedic and Community Education Supervisor Dan Habinek taking part in University of Arizona's Falls Prevention Fair for National Fall Prevention Month

#### Social Media and Online Presence Totals:

- Facebook reach is 116,000 and engagement is 17,000
- Instagram accounts reached 2,800; followers increased by 1.2%
- Twitter impressions 36,000; top tweet was crews responding to a business trailer fire

#### Future Projects and Events:

- Ongoing preparations underway for big events in October-Fire Prevention Week, Rockin' 4 Heroes, and State of the Town Oro Valley
- Hispanic Heritage Month highlights
- Creating slides for Dashboard
- Coffee with a firefighter event planning with Savaya Coffee
- Press releases on Fire Prevention Week
- Retirement press release
- Dinner with a firefighter





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## Board Services

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Record Specialist Wong responded to 22 records requests for the month of September.

The breakdown is as follows:

Environmental Reports	2
Outstanding Code Violations/Inspection Report	-
Fire Reports	4
Incident Reports	-
Medical Records	14
Other	2

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Fingerprinting and i9's taken at the front desk in the month of September:

Fingerprints	47
I9	4

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- Records Specialist Wong has been reviewing, redacting, and converting over 5,450 emails into PDF form for a public records request. This is close to being completed and will be sent to District Attorney Aversa for review prior to being released to the requestor.
- Records Specialist Wong attended the Arizona Municipal Clerks' Association (AMCA) Region 7's meeting on Monday, September 11<sup>th</sup>, 2023.
- On Monday, September 25<sup>th</sup>, 2023, Records Specialist Wong attended a Human Resources (HR) team meeting.
- Records Specialist Wong sent 41 Certificates of Destruction to the Arizona State Library, Archives, & Public Records Department at the Secretary of State's Office for the records that were destroyed by Beacon Secure.
- Records Specialist Wong attended the September 2023 Board meeting in the absence of Board Services Supervisor Ortiz while she was attending a training and transcribed the meeting minutes.
- Board Services Supervisor Ortiz attended the Eller Executive Education 2023 Government Leadership Excellence program at El Conquistador the week of the board meeting. The program was designed to develop leadership competencies to help leaders manage organizations and an ever-evolving environment. Attendees learned how to identify and remove barriers to change while extracting value from leading within, leading with candor, leading effective decision-making and negotiating for government leaders.

- Board Services Supervisor Ortiz facilitated her first Arizona Municipal Clerk (AMCA) Region 7 meeting via Zoom on Monday, September 11<sup>th</sup>. Those who attended included the Town Clerk and Deputy Town Clerk of the Town of Oro Valley, the Town Clerk of Marana, two Deputy Clerks from the City of Tucson, Deputy Clerk of Sahuarita and Records Specialist Wong from GRFD. The hope is to foster relationships amongst these entities in administration. When administration moves to the Hanley building, we would like to host an in-person meeting at the new facility.
- Board Services Supervisor Ortiz attended an AMCA Region leader meeting on Tuesday, September 12<sup>th</sup>. There was representation from every region within Arizona.

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## Finance Report

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### The Four Building Blocks of Better Financial Communication:

Humans are inherently limited in our ability to understand abstract concepts, like numbers. Abstractions require effortful thinking to fully understand; or as I call them ‘mental gymnastics’. This is why young children are taught to count real objects like fingers and toes. The numbers that public finance officers need to communicate to elected officials and other interested parties often go well beyond what can be accommodated by our phalangi. Large numbers can be abstract. In fact, the larger the number the more abstract they become. Consider the phenomena of psychological numbing. Psychologists have known for years that the bigger a number gets the less inherent understanding our human brain has of that number. To illustrate, suppose you are shopping for a toaster, and two stores have the same make and model you want for \$40. However, the one across town is on sale for \$20 off; that’s ½ off the full price! You might be inclined to drive a bit to get ½ off the full price. However, you may be less inclined to drive across town to save only 2% off of a \$1,000 TV. The total dollar savings would be the same, but it just SEEMS less. This is an example of how the larger a number is, the more abstract it becomes to us.

Many public finance officers have witnessed a similar situation when an elected body spends a lot of time discussing a large change in a very minor budget line item, but then soon after will approve a massive multimillion dollar capital budget item with minimal discussion.

The essence of dealing with psychological numbing and other impediments to understanding numbers (especially large numbers) is to take a cue from our childhoods and transform numbers into a human experience. We can do better than fingers and toes, however. Over the next few months I will share these four basic strategies on how to better communicate financial matters: 1.Translate

numbers into the human scale 2. Help people grasp numbers 3. Catalyze action with emotional numbers and 4. Build a scale model.

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## Human Resources

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HR participated in all regularly scheduled meetings and completed all regular duties. Additionally, we were involved in the following:

### **Recruitments:**

- Recently Closed:
  - Captain = internal
- Currently Open:
  - Engineer – internal
  - Facilities Maintenance Tech – external
  - Procurement & Supply Specialist - external
- Future Upcoming:
  - Risk Reduction Technician (part-time) - external

### **Congratulations:**

- **New Hires:**
  - Darla King - Fire Inspector Apprentice
  - Brian Voetberg – Fire Inspector Apprentice
- **Promotions – Captain:**
  - Sam Garcia
  - Jaclyn Frazier-Rademacher
  - Ryan Ward
  - James Hoffman
  - Trevor Carlson
  - Karl Rhein
  - Adin De Masi

### **Current HR Trends:**

In 2017 Governor Ducey signed an executive order advising that all state agencies adopt a “Ban the Box” policy. At the time, he called it the “Second Chance” order. Pima County and the city of Tucson adopted the policy almost two years before the State, which removed the question on employment applications asking whether the applicant had a criminal history. Many who answered truthfully were never considered for the positions they applied for.

Shortly after the city and county “banned the box,” so did GRFD. The District has been progressive in its recruitment and hiring practices. This does not mean the District turns a blind eye to past arrests or convictions; it means that the organization investigates those issues during the hiring process, culminating in a comprehensive background check at the most appropriate and legal time – after the conditional job offer has been presented. Removing this hurdle has lessened the risk of complaints regarding disparate treatment, reducing the possibility of unfair hiring practice claims. In addition, it expands the candidate pool to include candidates with irrelevant criminal histories in which they may have been concerned that they would not have been considered for employment with us. An irrelevant criminal history would include minor, non-violent activities more than 10 years old.

Finally, in September 2023, the federal government embraced the practice. According to an article published by Public Sector HR Association on September 25, the EEOC has been researching this issue. They found that the timing of the background checks plays an important role in protecting candidates from discrimination during the process. EEOC found that only 2% of candidates were either not hired or were removed from their position due to criminal backgrounds.

GRFD HR works diligently to stay ahead of the curve when it comes to hiring practices and fair treatment of all applicants.

### **HR Team Projects:**

- Congratulations to HR Director Allison Delong, Deputy Chief Tony Rutherford, Assistant Chief Eric Perry, Fire Marshal Jenn Akins for graduating from the Chief Executive Officer Program (CEOP) supported by AFCA/AFDA.
- The HR and Board Services Team have submitted all accreditation edits requested for each respective department. There are currently no outstanding Performance Indicators.
- HR is working with Board Services on two PSPRS medical retirement requests. Currently both applications are with the employees for review, completion, and submittal.
- HR attended required annual ASRS Employers Training Webinar
- HR has submitted the signed Nationwide Post Employment Health Plan (PEHP) agreement to Nationwide for execution, along with enrollment forms from each qualified employee. [The MERP (union) and PEHP (non-union) plans are designed to use pre-tax dollars to fund accounts for each employee to defray medical expenses after retirement. The account may be

invested by the employee and may not be accessed until they meet the retirement requirements as outlined in each plan, then accessed to assist in paying for health premiums.]

- HR is working closely with Health & Safety and Operations to track our people out, or on light duty, due to personal or work-related illness/injury.
  - At this time we have 8 people on that list.
- HR has also been working closely with Health and Safety to:
  - Prepare for Administrative personnel to receive annual physicals from 1582, the same organization Suppression personnel use.
  - Finalize the process for Retirees to participate in annual physicals, at their own expense, from 1582. This process will look much like that for Administrative personnel.
  - Finalize an exposure protocol through Tucson ER & Hospital to protect our employees as they care for patients.
  - Provide flu shots to interested employees.
- Freddy has been assigned to bring back the Familiar Faces page on the intranet. HR is working with IT to re-design the layout for ease of maintenance. This is a page on our intranet that houses all employee photos and names, it helps for identifying your co-workers in such a growth-positive environment.
- Paycom Set-up, next items:
  - Updating Organizational Chart after all the current movement
  - Updating COBRA system to make process more accessible to those participating in COBRA benefits
  - Moving forms into Paycom
    - Supervisor Report of Injury (Worker's Comp), disciplinary documents, conflict of employment form, etc.
  - Assessing changes to the current performance evaluation process and implementing the new process in Paycom
- Performance Evaluation committee:
  - We are currently identifying participants
  - Evaluating performance evaluation options
  - Assessing what electronic performance evaluations will look like in Paycom
- Policy reviews and updates – *please see policy section of board packet*

## Employee Recognition

*Congratulations on your Golder anniversary!*

*Thank you for being such amazing team members!*



### **GRFD Employee Years of Service Recognition - October**

Employee Name	Hire Date	Years of Service
SEELEY, WILLIAM SHERBURNE	10/30/1997	26
CHRISTIAN, DAVID WAYNE	10/04/2010	13
RASCON, HERMAN	10/18/2010	13
CANTUA, PHILLIP JESSE	10/17/2016	7
RANEY, CHARLES C	10/17/2016	7
HERNANDEZ, MAGGIE ANN	10/07/2019	4

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## IT Applications Group Activities/Projects

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The GRFD IT Applications group has been working on the following projects:

- The application group has been focused on dealing with ongoing tickets, doing regular maintenance, and dealing with documentation on new issues.
- Recently it was brought to our attention that our GRFDAZ.GOV needed updates to the ADA compliance standards. Our team has worked very hard on getting the website compliant while doing our best to keep the website looking professional and aesthetically pleasing.

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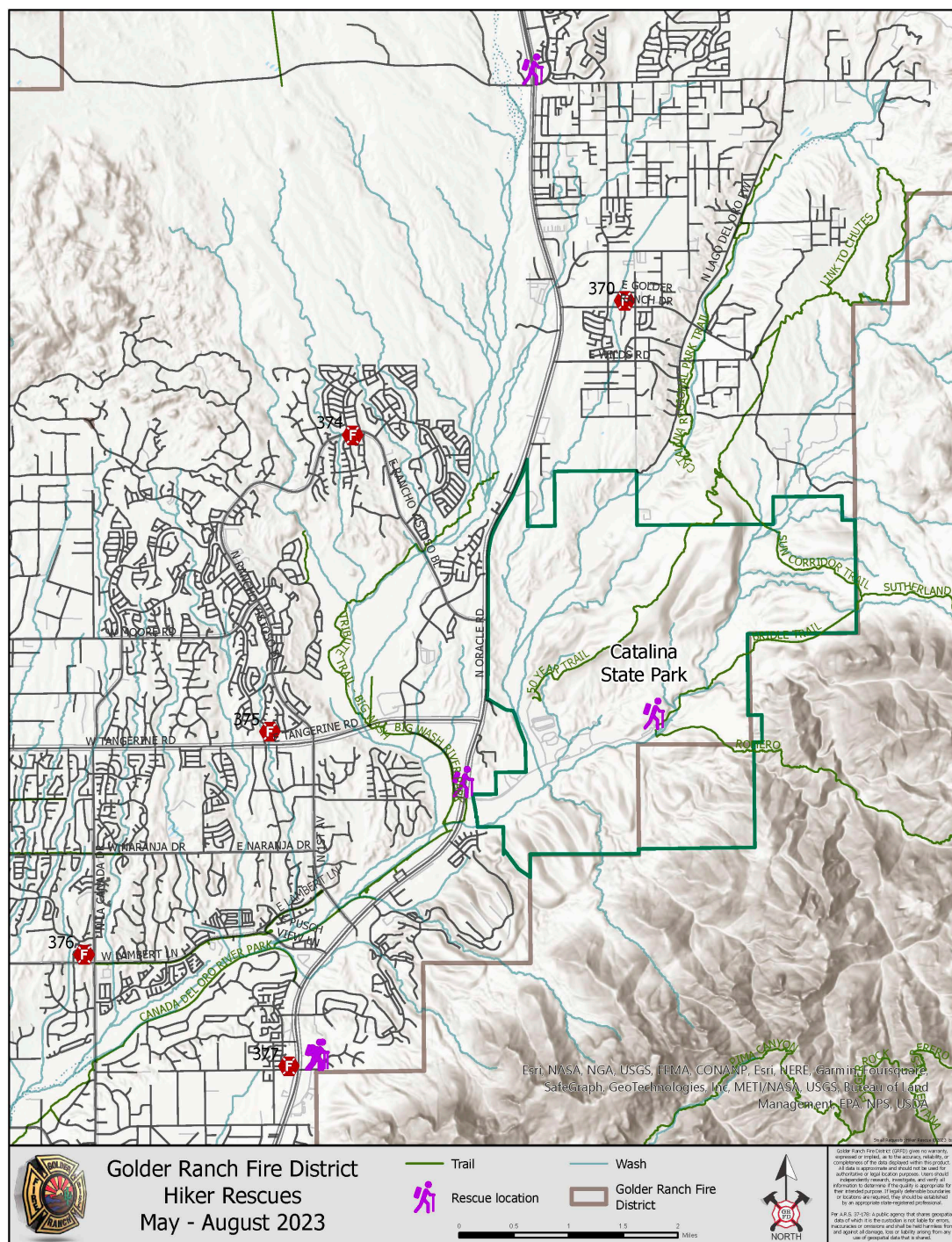
## IT GIS Activities/Projects

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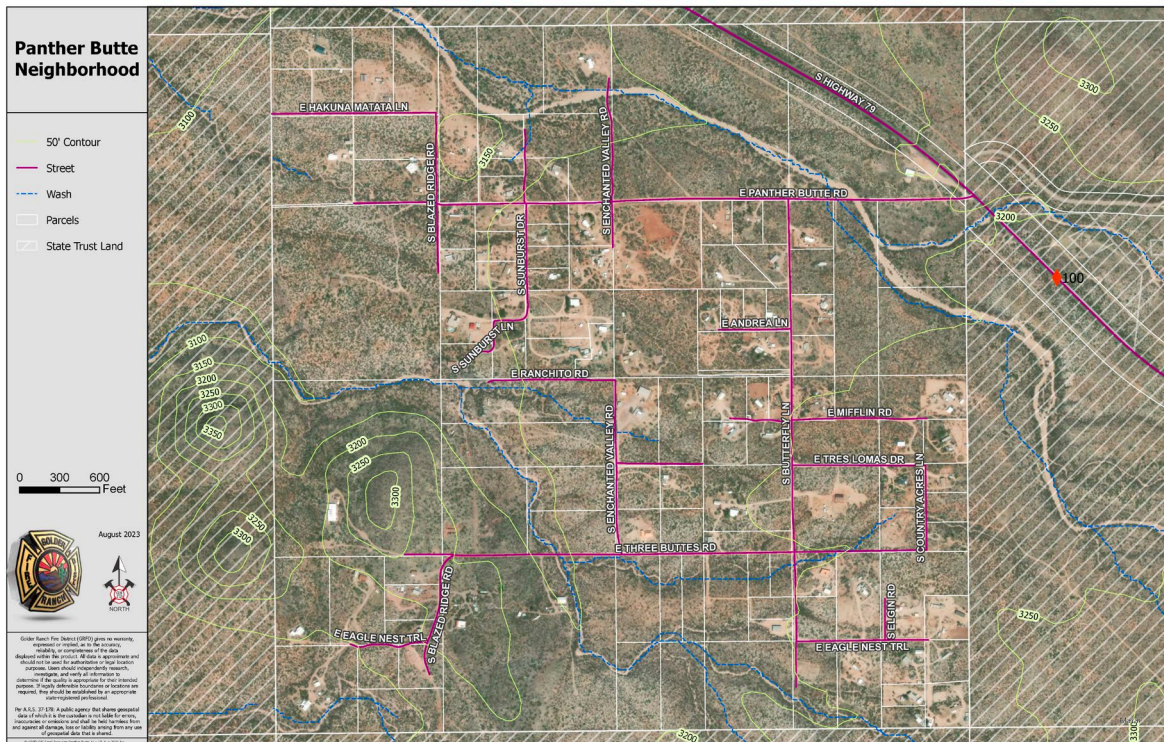
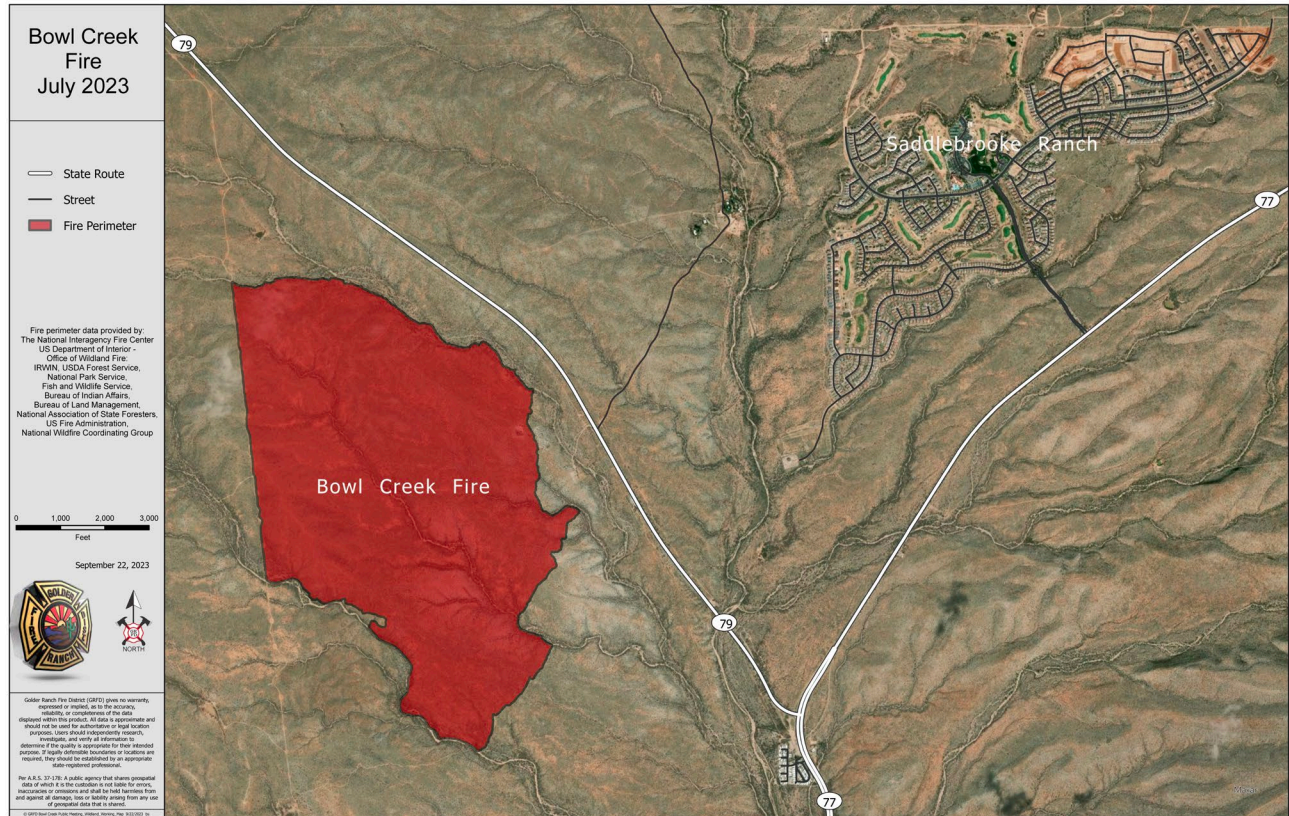
- Standards of Cover – 2<sup>nd</sup> edition – calculations for performance charts – done!
  - Coordinate with Chief Perry, NWFD, NFORS, and Gary
- Continual collaboration with Tucson Fire, Public Safety, and Northwest Fire GIS folks to streamline the process of pulling data from dispatch and automating this process
  - Comparing test data pulls with NFORS data pulls
  - Ongoing project
- Hiker map for rescues May – August 2023 for Chief Brandhuber

- Map attached
- Panther Butte and West Hell aerial maps for Station 378 C request
  - Map attached
- Autoaid calls project for Chiefs Pearce and Wilson for the last 2 years
  - Analyze the number of calls, call type, in and out-of-district responses
- Evacuation Zones project/collaboration/working group
  - Work with Pinal County GIS, Pinal County Emergency Management, and Pima County Office of Emergency Management to create/share evacuation zone data and determine best practice guidelines for data creation
- 2023 Arizona Geographic Information Council (AGIC) Symposium in Prescott
  - Attended presentations on fire and public safety topics, Census data, and technical sessions on GIS
  - Continued networking with state and federal agencies
- Wildland map request for public meeting at SaddleBrooke Ranch for Bowl Creek Fire
  - Map attached
- Census urbanicity project
  - Better define urban, rural, suburban, and wilderness terms
  - Collaborate with the US Census Bureau folks to better work with new guidelines from the Arizona Department of Health Services (AZDHS)
- Station 380 analysis for Chief Pearce
  - Comparing responses for April 19 – Sept 27, 2023, and the same time frame for 2022 by all units into 380 and all 380 responses in and outside of the district
- Pima County GIS Fair
  - Participate on the fair committee to assist with the county's annual GIS Fair











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## IT Systems Group Activities/Projects

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The GRFD IT Systems group has been working on the following projects:

- The System group has been focused on setting up hardware and software for users related to the new organizational move.
- We have been working on ensuring the UPS (Uninterruptible Power Supplies) that supply power to our station alerting systems are in good condition. These ensure that these alerting systems are kept running despite power fluctuations. The work we've been performing on these UPSes includes making sure that their batteries are replaced before the end of their lifespans, as well as improving the monitoring and management capabilities to ensure that our station alerting systems remain functional and continue serving their role in keeping the community safe.
- We have also been working on documenting our communication rooms in each of the stations to ensure that we are up to date on the layout and organization of our systems. This ensures we can troubleshoot systems even when we are not able to be onsite to provide faster resolutions to outages.
- We recently received and prepared our new Panasonic Toughbook (MDC). The units have been asset-tagged and imported to our inventory management software (OPIQ). They are configured with all necessary operations and security software.
- We have also completed the report for iPhone upgrade eligibility. We will begin ordering new iPhones and reaching out to users to transfer any requested Apps and data from an old/source iPhone (Apple ID/iCloud data transfer).
- We have just completed the installation of all new network equipment at the new Hanley building. The new switches and router will support all new data, wireless, and lock systems in the building. Along with the network hardware, all new Wi-Fi configurations and testing have been completed.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Eric Perry, Assistant Chief of Community Risk Reduction

DATE: October 17, 2023

SUBJECT: COMMUNITY RISK REDUCTION ASSISTANT CHIEF'S REPORT

ITEM #: 7B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

This allows for the Support Services Assistant Chief to provide updates to the Governing Board on the following areas:

- Fire and Life Safety
- Community Services

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.



# ASSISTANT CHIEF'S REPORT

Community Risk Reduction – Eric Perry

*September 2023*

## Assistant Chief's Activities

### CPSE Accreditation:

- We are currently undergoing peer review of our self-assessment manual, strategic plan, and CRA-SOC. It is going well.
  - The peer assessors have until 11/2/2023 to decide if they will do a site visit or defer us to try again.
- Benefits of accreditation:
  - Forces us to implement formal mechanisms of continuous improvement in all areas.
  - 3<sup>rd</sup> party review with an unbiased eye to make recommendations for improvement.

### Meetings and Events Participated In:

- Moved into office at Hanley. Chief Cesarek has done a great job with the building. Thank you to the board for authorizing the expenditures, as I truly think this new space will benefit our efficiency, culture, and employees!
- Attended Fiesta De Los Bomberos Dinner Sept 25
- Presented in-brief of Community Risk Assessment – Standards of Cover to CPSE peer assessors Oct 6
- Attended final week of Arizona Chief Executive Officer Program Oct 9-13
- Attended multiple Executive Leadership Team meetings
- Attended Fire and Life Safety monthly meetings
- Attended the first mini-muster at Butterfield Elementary School



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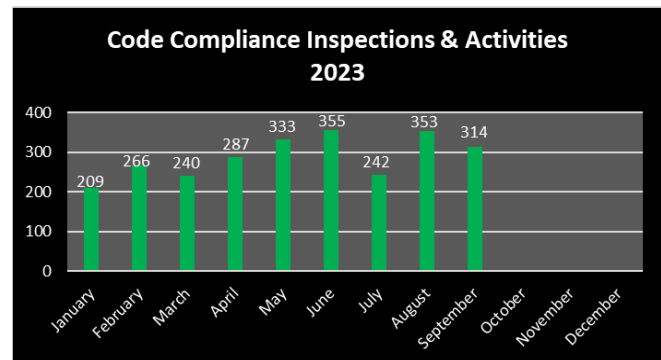
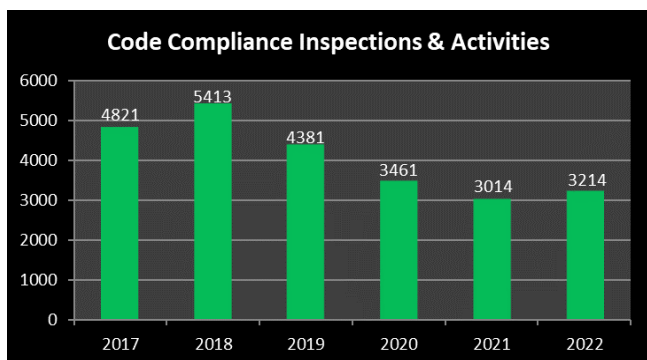
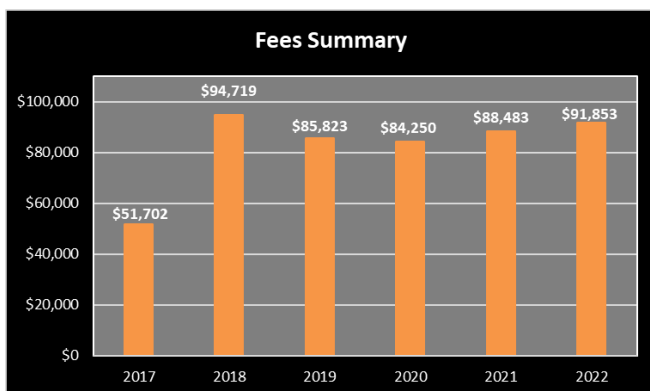
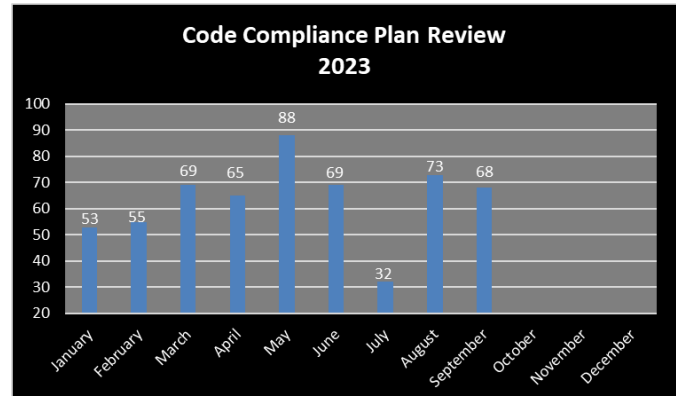
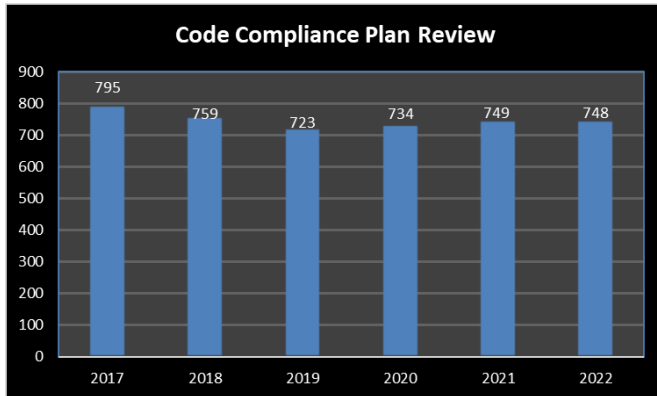
## Community Risk Reduction

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Community Education Supervisor Dan Habinek was very active last month. The items he attended and participated in are as follows:

- Attended and completed Fire School, earned Fire & Life Safety Educator 1 certificate.
- Attended Patriot's Day events at Leman Academy and Copper Creek Elementary School on September 11<sup>th</sup>.
- Presented fire extinguisher training at Quest for Education and Arts (Chemistry classes) with Fire Inspectors.
- Presented to 160 Senior Citizens at University of Arizona College of Medicine for Fall Prevention with Paramedic Chad Manuel.
- Presented to 215 senior citizens at Saddlebrooke Ranch regarding GRFD Community Risk Reduction (CRR) and programs.
- Presented to 130 preschool students at St. Andrews for a "Talk and Truck" series.
- Presented at Ironwood Ridge High School's early elementary education program and preschool's "Talk and Truck" series.
- Presented at Encantada Apartments for CRR, Fire Safety and Prevention - 25 adults and 8 youth.
- Attended Sibling Reunion Picnic - 60 youth and 30 adults.

Deputy Chief Hilderbrand assisted with the captain's promotional academy and completed a National Fire Academy class: "Introduction to Community Risk Assessment."



Top 3 Inspections	Quantity
Prevention/re-inspection	96
Residential	65
Commercial	39

## Commercial Projects Summary

New projects for this month = **Green**

ZONE 1 Stations 378, 372, 373, 370, 374	ZONE 2 Stations 374, 375, 376	ZONE 3 Stations 377	ZONE 4 Stations 379	ZONE 5 Stations 380
Painted Sky Fire Alarm 12620 N Woodburne	Pima Eye Institute T.I. 1884 E Innovation Park	Basis Administration T.I. 10134 N Oracle	Circle K CO2 3712 W Cortaro Farms	Canyon Community Bank T.I. 7981 N Oracle
Splendido Remodel 13500 N Rancho Vistoso	ROCHE Building 3 T.I. 1910 E Innovation Park	Flex Gymnastics T.I. 11085 N Oracle	Goodwill T.I. 2990 W Ina	Shell Building T.I. 7435 N Oracle
Desert Palms PT T.I. 12142 N Rancho Vistoso	Tangerine Dental T.I. 1880 E Tangerine Ste 190	GNC Live Well T.I. 10515 N Oracle Ste 145	Beautiful Savior Fire Alarm 7570 N Thornydale	Sprouts T.I. 7665 N Oracle
Global Recording Network 16131 N Vernon	Oro Valley Hospital T.I. 1551 E Tangerine	Linda Vista Luxury Rentals 375 E Linda Vista	AMG Medical Aesthetics T.I. 7356 N La Cholla	Saffron T.I. 7607 N Oracle
The Motive Wellness 2530 E Vistoso Commerce	TOV Community Center T.I. 10555 N La Canada	Body Fat Training T.I. 11015 N Oracle Ste 110/111	Arroyo Verde Apartments 8020 N La Cholla	Design Center T.I. 8454 N Oracle
Golder Ranch Vineyard 64496 E Edwin	Highland Clubhouse T.I. 10702 N Highlands	Aspen Dental T.I. 10580 N Oracle Ste 100	Landlord Improvement 7350 N La Cholla	Family Life Radio T.I. 7350 N Oracle
Thin Blue Line T.I. 1171 W Rancho Vistoso Ste 159	Goodwill T.I. 10560 N La Canada	TOV Pusch Ridge Golf T.I. 10000 N Oracle	Taco Giro T.I. 8320 N Thornydale Ste 110	Casa Linda Apartments T.I. 699 W Magee
Healthy Skin T.I. 2295 E Vistoso Commerce	The X Noodle T.I. 11931 N First Ste 102	Shell Building 10556 N Oracle	Fry's T.I. 3770 W Ina	TMC One T.I. 7510 N Oracle Ste 100
Vantage West T.I. 15250 N Oracle Ste 150	Oro Valley Massage T.I. 10420 N La Canada Ste 150	Surf Thru Car Wash 11595 N Oracle	Viella Cielo Cortaro Apartments 8255 N Shannon	Discount Tire T.I. 8125 N Oracle
Oro Valley Coffee Roasters T.I. 15631 N Oracle	Resurrection Lutheran T.I. 11575 N First	3 Degree Sauna Spa T.I. 1930 E Tangerine Ste 100		Arizona Mohs Surgery T.I. 7530 N Oracle
	Oro Valley Assisted Living 12380 N Vistoso Park	Sportsclips T.I. 2060 E Tangerine Ste 142	*Inspector for this zone is also assigned to the La Posada project	Agave Textile T.I. 8580 N Oracle
	Highlands T.I. 10702 N Highlands	La Posada 10930 N First		Long Realty T.I. 8580 N Oracle
<b>Who Received Project Final Inspection</b>		Hilton Epazote T.I. 10000 N Oracle		Dr. Roberts Dentistry T.I. 7921 N Oracle
Harbor Freight T.I. 13005 N Oracle		Il Sons For Men T.I. 10556 N Oracle		Eegee's T.I. 7911 N Oracle
Oasis Spa T.I. 3605 W Cortaro Farms		Red Lobster Fire Alarm 11695 N Oracle		NW Bible Church T.I. 889 W Chapala
Cold Beer & Cheeseburgers T.I. 7315 N Oracle Ste 141		Shell Building 9645 N Oracle		Cabali Tiki T.I. 8195 N Oracle Ste 125
Circle K T.I. 10410 N La Canada		Brian's Bike Shop T.I. 11015 N Oracle Ste 141		Brutal Doodle Tatoo T.I. 7980 N Oracle Ste 100
		Dollar Tree T.I. 11865 N Oracle		Pusch Ridge Christian Academy 9500 N Oracle

### Fire Marshal Akins

- Attended meeting with representatives from El Paso Natural Gas/Kinder Morgan
- Attended re-occurring meetings to include Town of Oro Valley (TOV) pre-construction/DRC/Traffic, Joint Fire Investigations, Fire Chief Status, Executive Leadership, GRFD Fire Board, Southern Arizona Fire Marshal's Association (SAFMA), Arizona Fire Marshal's Association (AFMA), Shark Tank, TOV Traffic Safety, and FLS Staff

### Education/Committees/Training Activities

- Deputy Fire Marshal (DFM) Druke was the coordinator for the Fire Detection and Suppression Systems class held at the Telgian facility in Phoenix. The class included 14 students from around the state of Arizona.

- DFM Druke and Inspector Hurley presented fire extinguisher training to the chemistry class at St. Odilia Church.
- Inspector Ross attended the Fire Investigation Case Preparation and Testimony class at National Fire Academy (NFA).
- Inspector Helvig passed the International Code Council Fire Inspector I exam.

## GRFD Fire Investigations

Date	Type of Call	Property Use	Estimated Property Loss	Estimated Content Loss	Estimated Property Save	Estimated Content Save
01/06/23	House Fire	One-Two Family Dwelling	\$31,253	\$10,418	\$177,098	\$93,758
01/09/23	House Fire	One-Two Family Dwelling	\$25,648	\$2,565	\$487,310	\$253,914
01/13/23	Mobile Home	One-Two Family Dwelling	\$8,000	\$0	\$0	\$0
01/31/23	House Fire	One-Two Family Dwelling	\$166,257	\$97,828	\$220,490	\$95,546
02/03/23	Mobile Home	One-Two Family Dwelling	\$1,125	\$200	\$6,375	\$200
02/14/23	House Fire	One-Two Family Dwelling	\$0	\$2,000	\$264,324	\$130,162
03/21/23	Building Fire	Commercial - Business	\$337,637	\$180,877	\$144,701	\$60,292
04/06/23	Building Fire	One-Two Family Dwelling	\$3,465	\$1,733	\$343,083	\$171,541
04/19/23	House Fire	One-Two Family Dwelling	\$0	\$300	\$261,005	\$130,203
04/23/23	Vehicle Explosion	Travel Trailer	\$20,000	\$1,000	\$0	\$9,000
05/08/23	House Fire	One-Two Family Dwelling	\$28,258	\$14,129	\$254,322	\$127,161
05/25/23	House Fire	One-Two Family Dwelling	\$300	\$100	\$312,454	\$156,277
06/07/23	House Fire	One-Two Family Dwelling	18241	9121	\$164,173	\$82,086
06/14/23	House Fire	One-Two Family Dwelling	\$59,055	\$47,244	\$177,167	\$70,867
07/09/23	Brush Fire	One-Two Family Dwelling	\$0	\$0	\$397,542	\$0
07/26/23	House Fire	One-Two Family Dwelling	\$129,748	\$72,983	\$194,623	\$30,137
08/02/23	Building Fire	Commercial - A3	\$81,222	\$81,222	\$730,995	\$324,887
08/11/23	House Fire	One-Two Family Dwelling	\$7,236	\$1,809	\$354,550	\$179,084
09/02/23	Building Fire	One-Two Family Dwelling	\$15,211	\$12,684	\$10,157	\$0
09/19/23	Building Fire	One-Two Family Dwelling	\$21,016	\$4,203	\$399,308	\$205,959
09/21/23	Mobile Home	One-Two Family Dwelling	\$7,500	\$5,000	\$0	\$0
09/25/23	Building Fire	One-Two Family Dwelling	\$30,174	\$7,544	\$271,566	\$143,326
09/26/23	Vehicle Fire	Travel Trailer	\$8,000	\$12,000	\$0	\$0
		<b>TOTAL</b>	<b>\$999,346</b>	<b>\$564,960</b>	<b>\$5,171,243</b>	<b>\$2,264,400</b>

- On September 2, 2023, a structure fire was reported in Golder Ranch Fire District
  - The area of origin was underneath a steal carport structure.
  - The fire is classified as undetermined.
- On September 11, 2023, a structure fire was reported in the Northwest Fire District
  - GRFD assisted with the origin and cause investigation.
- On September 19, 2023, a structure fire was reported in Golder Ranch Fire District
  - The area of origin was an exterior wall on the west side where AC electrical panels were located.
  - The fire is classified as unintentional.
- On September 19, 2023, a structure fire was reported in the Northwest Fire District
  - GRFD assisted with the origin and cause investigation.



- On September 21, 2023, a structure fire was reported in Golder Ranch Fire District
  - The area of origin was the bedroom area of a mobile home.
  - The fire is classified as undetermined.
- On September 25, 2023, a structure fire was reported in Golder Ranch Fire District
  - The area of origin was the top of an electric stove.
  - The fire is classified as unintentional.
- On September 26, 2023, a large vehicle fire was reported in Golder Ranch Fire District
  - The area of origin was near the fuel line to a gasoline powered planer inside a trailer used for commercial plastic cutting board servicing.
  - The first fuel source was gasoline, and the first ignition source was heat produced from a running engine.
  - The fire is classified as unintentional.
- On September 28, 2023, a structure fire was reported in the Northwest Fire District
  - GRFD assisted with the origin and cause investigation.

# **GOLDER RANCH FIRE DISTRICT**

## **BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Grant Cesarek, Assistant Chief of Support Services

DATE: October 17, 2023

SUBJECT: SUPPORT SERVICES ASSISTANT CHIEF'S REPORT

ITEM #: 7C

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

### **BACKGROUND**

This allows for the Support Services Assistant Chief to provide updates to the Governing Board on the following areas:

- Assistant Chief's Activities
- Planning
- Logistics
- Facilities Maintenance
- Fleet
- Supply

### **RECOMMENDED MOTION**

No motion is necessary for this agenda item.



# ASSISTANT CHIEF'S REPORT

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Grant Cesarek – Assistant Chief of Support Services

September, 2023

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- Attended all weekly executive leadership meetings, this is great team that is working collaboratively.
- Attended and participated in monthly board meeting.
- Attended Leadership team meeting (labor/management). Excellent discussion and teamwork out of the group.
- Assisted the Greater Tucson Fire Foundation and National Fallen Fire Fighters (NFFF) as the master of ceremonies for the 17<sup>th</sup> Annual NFFF event.
- Welcomed Deputy Chief Adam Jarrold to our division, he will be a great asset to this team.
- Assisted with site walks at every building in the district with Aspen Technologies to start the change over of RFID doors locks to a wireless system. This program enhances security and reduces staff hours in managing the system.
- Meeting with Lloyd Construction to introduce Adam Jarrold to their team.
- Rest of my time spent on details at headquarters, working through remaining items to complete the move in.

## **GRFD Headquarters**

- Sidewalks, handicap ramps, and RFID hardware all installed which led to receiving our Certificate of Occupancy.
- Construction crews continued working on the punch list of items.
- Working with the furniture company for delivery dates of remaining items on order, still seeing supply chain issues on several items causing us delays.
- The audio visual team continues to install the equipment for the board room and collaboration spaces.
- Assistant Chiefs and Deputy Chiefs completing a “soft opening” of the space to iron out issues before having a full house.
- Thank you to the board for allowing us to develop the culture in our team through this building design.

## **Station 378**

- All construction documents re-submitted following required naming conventions for the county.
- First round of comments received, very minor questions that the architects addressed immediately.
- Meeting set with Robson representatives on October 18<sup>th</sup> to discuss access to the site and start developing a plan to reduce the impact to current resident access.

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## Adam Jarrold – Deputy Chief

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- Started new role as Deputy Chief mid-month, jumped in where I could and learned as much about the role as possible.
- Assumed the FEMA Radio Grant responsibilities and set up a secure storage location for the product which we started to receive.
- Assisted with RFID door lock project to learn about the project and the integrators doing the work.
- Assisted community education with questions and set up of mini-musters at our elementary schools.
- Completed division meeting following the fire chief status meeting to ensure communication with our entire division is robust. Great to over-communicate with our team and keep them connected.

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## Michael Price - Division Chief

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- Service Desk used for repair or service requests: September
  - Fleet: 62
  - Facilities: 45
  - Supply: 18

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## Facilities

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### District Stations

- Door repair on a residence following damage caused by needing to gain access on an emergency call.
- Stations 370, 377 & Fleet had overhead doors repaired
- Admin North mini split HVAC repair completed
- 373 Ice machine repair
- 377 New Wolf Range was installed
- 379 Generator repairs continue
- 380 HVAC mini split repair, Annual Backflow Inspection completed and passed

Daily repairs, scheduled preventative maintenance, regular maintenance & construction projects are on-going.

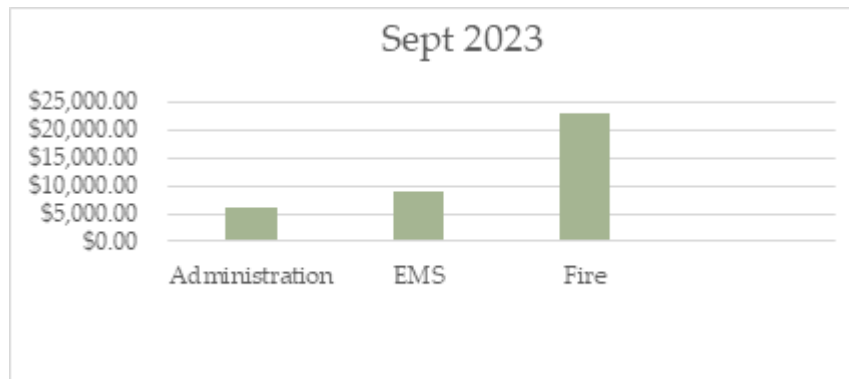
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## Fleet

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Monthly vehicle parts costs:

- Administration - \$6,072.53
- EMS – \$8,857.16
- Fire – \$23,119.92



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## Procurement Specialist

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### Procurement

- Ongoing purchase of supplies and equipment.
- Assisted with dispatching frequencies and equipment upgrades on Mt. Lemon.
- Assisted Chief Jarrold with information about PCWIN to help him assume the radio assignments.

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## Health and Safety

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HEALTH AND SAFETY DAY was held September 21, 2023 at Casino del Sol. Nine members of the Peer Fitness and Peer Support teams attended the event which was sponsored by the Greater Tucson Fire Foundation. The keynote speaker was Dr. Sabrina Cohen-Hatton, who presented on analytic decision making in the heat of the moment. Other presentations included mental health, physical fitness and nutrition. Overall, we gathered a lot of information to add to our current projects.

The Health and Safety team also had the opportunity to establish a relationship with the Marana Health Care (MHC) Senior Behavioral Health Director, Shannon Dinning, to discuss our future for our peer support team and utilizing MHC for counseling services.

### **SAFETY COMMITTEE**

Meeting October 12th, 2023 at Station 380 (0900). Topics of discussion:

- Establish guidelines and expectations of AP379 and being supported by suppression personnel to assist in our cancer reduction program.
- Incident Safety Officer (ISO) policy and procedure for on-scene responsibilities to include TFD and NWFD.

- Extractor install and use. In-service training developed and anticipating purchase and delivery of units. Health and Safety purchased 11 units from AZ PPE strictly used for laundering turnout gear.
- Discuss turnout specifications with new “cuffed” system. Received NWFD specs.
- Educational piece to be done by Gary Schobel and Health and Safety on importance of having a Primary Care Physician.
- Proposal for weekly info: Highlighted Supply Officer Andy Smith and his battle with cancer and the importance of early detection.

### **Peer Fitness Program**

- Established a TEAMS network for all our members to communicate. This new platform is part of the Office 365 migration that IT integrated a few months ago.
- Working on plan for utilization of PFTs for return to work, GPAT and injury prevention.
- A new program to assist our personnel with stretching and flexibility was released. Pliability is the program, it is an internet-based program accessible from a computer or cell phone for all of our employees.

### **PPE Maintenance/ Cleaning Program**

- Extractor/ cleaners delivery and installation plan. 11 units ordered, with an additional discounted unit from AZ PPE. Each station to receive a new unit with automatic soap dispenser and all equipment required for proper PPE decontamination and maintenance.
- Z-racks (drying racks), fan, brushes, gowns and face shields distributed to all stations.
- PPE inspection check sheet on OpIQ adjusted, still needs some improvement, work in progress.
- Instructional class on PPE Exchange program/ cleaning process, this will be on going to maintain the program.
- Collection/ Inventory/ Inspection and Cleaning being completed (OpIQ and spreadsheets)
- Health and Safety Division to inventory and record all turnouts in District. Completing updates to OpIQ, to assist us with purchasing options for future savings.
- Exploring options to future purchases, including alignment with our partners to create an economy of scale.

### **Physical Fitness, Wellness, Health and Safety**

- GPAT tentatively now moved to January 2024
- Return to work process: 2 more suppression personnel cleared for full duty
- Outfitting all front-line apparatus with approved collapsible road cones (DOT regulations)
- 8/10 stations up to par on front-line apparatus (Still in ordering phase with Supply)
- Schedule coordination with 1582, Inc. for next group of annual physicals.
- Labs will now include Vitamin D, Uric acid, Testosterone and Apolipoprotein B (ApB), starts with the 4<sup>th</sup> quarter group.
- Enrolling all Administrative personnel interested in annual physical from 1582, Inc., tentative scheduled date in March 2024.

- EC 377 identification tags in for SAFETY on all hazardous scenes, still anticipating the delivery of SCBA identifiers.
- The turnout exchange program on AP 379 is working great, its been utilized on several assignments now, we have made a few changes as they come up, but overall this is the way to go forward. 50 sets of turnouts are housed on AP379, 50 more in the supply shed at the north campus.
- Working with AP 379 crew members to develop PowerPoint training for all REHAB operations and turnout exchange to share with TFD and NWFD.
- Working through footwear implementation for post fire procedure. "SLIDES" now being provided in lieu of flip flops (S/M/L sizes)
- Hood exchange program research and development to meet new NFPA guidelines.

# GOLDER RANCH FIRE DISTRICT

## BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Chris Grissom, Assistant Chief of EMS & Fire Response

DATE: October 17, 2023

SUBJECT: EMS & FIRE RESPONSE ASSISTANT CHIEF'S REPORT

ITEM #: 7D

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

### BACKGROUND

This allows for the operations Assistant Chief to provide updates to the Governing Board on the following areas:

- Operations
- Emergency Medical Services
- Professional Development
- Health and Safety
- Wildland
- Honor Guard/Pipes and Drums
- Special Operations

### RECOMMENDED MOTION

No motion is necessary for this agenda item.





# ASSISTANT CHIEF'S REPORT

EMS/Fire Response – Chris Grissom

*September 2023*

## EMS

### EMS Training

- Worked with and assisted Professional Development with the Captains Promotional Process.
- October's Skills Lab Curriculum was finalized and approved by Medical Direction.
  - We will be focusing on adult/pediatric respiratory emergencies and hands-on training with the new Zoll X-series Advanced EKG monitor.
  - A Zoll representative will be attending the first two weeks of EMS Skills labs instructing our crews about the new monitors and answer any questions they may have.
- University Arizona EMS (UAEMS) training is issued monthly via Vector Solutions.
  - September topics were Obstetric (OB) Emergencies, Neonatal Resuscitation, and Pediatric Transport.

### Other Items of Interest

- Performance based benchmarking guides the EMS Division in targeting efforts for improved patient care outcomes. These are the performance benchmarks recently received from Medical Direction:
  - Chest pain
  - Cardiac arrest
  - Stroke
  - Traumatic brain injury (TBI)
- A patient that suffered a cardiac arrest was able to reunite with the Station 375 C-shift crew that saved his life. Job well done!!



## EMS Team

- Monitoring emergency department (ED) wait times closely, we continue to have tight communication and working with hospital liaisons to find efficient ways of maintaining quick patient transfers.
- Continued collaboration with all hospital partners and EMS agencies.
- Continued monthly meetings with the EMS Team to continuously improve communication across all three shifts with EC talking points.
- The Administrative EMS Captain (EC), Operations ECs, continue to meet with GRFD's Medical Director and Deputy Director from Banner University Medical Group (B-UMG), focusing primarily on policies and processes.
- EMS Captains continue to monitor the Narcotics process.
  - The program is working as intended.
  - Received kudos from Medical Direction, stating our processes are top notch.
- ECs continue to collaborate in tight communication with area EDs for smooth and quick offload times.
- Administrative EMS Captain Charnoki and C-shift EMS Captain Torres attended EMS World in New Orleans.

## Monthly EMS Stats

### Month of September Details

#### Transports+/- From Last Month

MD372	0	0
MD376	0	0
MD379	0	0
PM370	70	14
PM371	0	0
PM372	0	0
PM373	85	24
PM374	0	0
PM375	123	21
PM376	73	-12
PM377	90	2
PM379	0	0
PM380	115	4
PM381	26	5

#### Interfacility +/- From Last Month

0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	0
0	-4
0	-1
0	-2
0	0
0	0
0	0

### Transports +/- for the Month

Total Transports for the Month to Date: 582  
+/- From Last Month 58  
Total Responses 589  
Transport % 99%

### Interfacility +/- for the Month

Total Inter-facility for the Month to Date: 0  
+/- From Last Month -7

### Fiscal Year Details for 2022-23

#### Transports

Fiscal Year to Date: 1,725  
Last Fiscal Year to Date: 1,656  
+/- From Last Month 69  
Total Responses 1,750  
Transport % 99%

#### Interfacility

Transports Fiscal Year to Date: 11  
Last Year to Today Last Year: 32  
+/- From Last Month -21

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## Professional Development

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### Courses/Training

- 2023 Fall I CRD
  - Being planned for October in conjunction with the EMS CE.
  - Topic will be Firefighter Survival.

### 2022-02 Probationary Year

- Module III books were due August 14, 2023.
- Module IV books have been assigned and will be due November 6, 2023.
- Module III and IV practical testing will be November 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>.

### 23-01 Probationary Year

- Module III books were due August 14, 2023.
- Module IV books have been assigned and will be due February 12, 2024.
- Module III and IV practical testing will be February 20<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>.

### Promotional Processes

- Captain Promotional Process
  - Written exam took place September 5, 2023.
  - Oral boards took place September 12 and 13, 2023.
  - 40hr Captain promotional process started September 18, 2023 and ended September 29, 2023.
  - Chiefs interviews are schedule to take place October 2-3, 2023.

- Engineer Promotional Process announced.
  - Applications were due September 29, 2023.
  - Written exam will take place on October 19, 2023.
  - Oral boards are scheduled to take place October 23-27, 2023.
  - 40hr Engineer promotional process will start October 30, 2023.

#### Car Seat Program

- No car seat installs were done in the month of September.

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## Wildland

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#### Assignment

- 9/30/23 – Cecil Fire – GRFD Wildland Team members B. Labas, Strieter, Rosas, and Campbell on assignment with a Type 6 engine near Mormon Lake, AZ.

#### Recent Assignments

- 09/04/23 – District Brush Fire – EN378 responded for a ½ acre grass fire at Biosphere. No structures were threatened, and units were able to contain the fire quickly.
- 09/16/23 – Bolt Fire – GRFD Wildland team sent a Type 2 Tactical Water tender with R. Petersen, and A. Davidson to Coronado Forest.
- 09/29/23 – Mulch Fire – GRFD Units and Wildland team assisted with the extinguishment of a mulch fire on Calle Loma Linda and Golf View.

#### Current Projects

- The Wildland Team will be working with the State of Arizona on a fuels program to assist with a fire break between Catalina State Park, Catalina, and parts of Saddlebrooke.
- 09/26/23- Wildland team members BC Leslie and Captain Port along with the crew from EN378 and BC Muscarella met with Saddlebrooke Ranch residents to talk about the recent Bowl Fire and other Wildland topics.
- The Arizona Wildfire and Incident Management Academy (AWIMA) will be held March 9-14 and will be opening their course schedule for registration November 1st.

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## Honor Guard/Pipes and Drums

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#### Honor Guard

- Zero expenditures – Monthly total: \$0.00.
- District credit card and Honor Guard (HG) budget is all squared up.
- New chief assigned to HG and Pipes & Drums (P & Ds) announced. New t-shirts, badges, and uniforms ordered for new HG members. Colorado Springs trip was a success. Plaque and gift for retired member Helmandollar prepared for delivery at our next meeting.
- Van Deren officially resigned from the HG team 😞
- 9/11/23 – September 11<sup>th</sup> First Responder Event (Miller and Thomas attended)
- 9/12/23 – Monthly HG meeting

- 9/23/23 – Fiesta de los Bomberos PFFA event (Hoffman attended)

### Pipes & Drums

- Several uniform items were purchased to update the team's appearance to mirror the other Pipes & Drums groups in the region.
- Lundeberg, Wood, and Gamez participated in the IAFF Fallen Firefighter's Memorial in Colorado Springs.
- Two team members were added:
  - Landon Holzhauer – snare drum
  - Scott Ellis – bagpipes
- There are several upcoming events in the next few weeks that the group has been preparing for.

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## Special Operations

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### Training

- In September, some of our GRFD Special Operations members were able to participate in a Ropes Rescue Operations class, which was hosted by Northwest Fire District (NWFD). The Rope Rescue Operations Class was a five-day intensive study into technical ropes rescue. The class consisted of many practical exercises, combined skills that will prepare our rescuers to operate in low and steep angle environments through practical exercise. Beginning in October, the same participants will begin the technician level course.
  - A big shout out to Captain Tobin Johnson and Paramedics Kyle Campbell and Dominic Rhodes for helping as assistant instructors for both courses.
- The Regional TRT drill, which was set up by Rincon Valley Fire, focused on high angle Rope Rescue, with an emphasis on Rappelling, Team Base Rescues, and Pt. pick offs. This drill, which took place in Vail, focused on basic set up and deployment of tools and equipment needed to perform these types of calls, plus team members were able to rappel down a 50-foot wall. This training was hands-on and encouraged each one of our members to jump in and re-familiarize themselves with every piece of equipment. High angle rope rescue incidents are low frequency-high risk calls and keeping up with this skill is extremely important. Not only for our residents, but for our personnel as well.



# GOLDER RANCH FIRE DISTRICT

## BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber - Fire Chief

DATE: October 17, 2023

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING A CONTRACT WITH  
IMAGETREND FOR ELECTRONIC PATIENT CARE REPORTING

ITEM #: 8A

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

### BACKGROUND

The district has utilized Zoll as their Electronic Patient Care Reporting (EPCR) platform since 2011. Zoll has not been able to meet our changing requirements and desired best practices of a EPCR platform. The proposed EPCR change does not affect the Zoll medical equipment that the district utilizes. Imagetrend was selected because they are the sole source that is capable of electronically sharing patient care information with our automatic aid partners in real time. Imagetrend provides highly efficient and customizable software solutions designed for the healthcare and public safety sectors. Their products optimize efficiency, simplify data management, ensure compliance, and enhance interoperability. Imagetrend affords data-driven decision-making, and remote accessibility, leading to enhanced organizational performance. Furthermore, Imagetrend is the EPCR platform utilized by the majority of providers within Arizona, and Arizona DHS has chosen Imagetrend to upload data reported to Arizona Prehospital information and EMS Registry System (AZ-PIERS).

Budget reduction in several areas combined with savings on the Zoll monitor agreement allow for the implementation of Imagetrend while not causing an increase in FY 23/24 budgeted costs. Annual subscription costs will be effective in FY 24/25 as is the model currently with Zoll.

### RECOMMENDED MOTION

Motion to approve the contract with Imagetrend as presented.

**The contract is not currently available. As soon as it becomes available it will be provided.**



## GOLDER RANCH FIRE DISTRICT

### BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Grant Cesarek, Assistant Chief Support Services

DATE: October 17, 2023

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0010 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT

ITEM #: 8B

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☒ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

#### BACKGROUND

The Golder Ranch Fire District has accumulated item(s) that we no longer use or need. The attached document(s) provides details of item(s) the district is seeking to surplus through public auction or sale of to a neighboring or local fire department or district, sold for scrap, or destroyed if applicable. This agenda item(s) purpose is to request approval to classify the item(s) as surplus and to place them on a public surplus auction site and or approve direct sale. Approved motion will be facilitated at the direction of Division Chief Price.

#### RECOMMENDED MOTION

Motion to declare 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, sell to a neighboring or mutual aid fire district/department, or other related industry.



# **GOLDER RANCH FIRE DISTRICT**

Fire ~ Rescue ~ Ambulance  
3885 E. Golder Ranch Drive  
Tucson, Arizona 85739

Chief Tom Brandhuber

## **RESOLUTION NO. 2023-0010**

### **A RESOLUTION OF THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT DECLARING THE LISTED ITEMS AS SURPLUS AND DIRECTION TO STAFF TO DISPOSE OF THE DECLARED SURPLUS ITEMS IN SUCH A WAY THAT BEST MEETS THE NEEDS OF THE DISTRICT**

The Golder Ranch Fire District Governing Board hereby adopts and sets forth the following Resolution:

**WHEREAS**, the Golder Ranch Fire District is a fire district and political subdivision of the State of Arizona, and is duly organized and existing pursuant to the constitution and laws of the State; and

**WHEREAS**, the Golder Ranch Fire District is the owner of the list of District property as described in Exhibit A, attached to this document, as surplus to the needs of the District; and

**WHEREAS**, the Golder Ranch Fire District has determined that the items listed in Exhibit A are no longer of any value to the District, do not serve a useful function and are not required for the continued effective operation of the District.

**NOW, THEREFORE, BE IT RESOLVED**; the Governing Board of the Golder Ranch Fire District declares the item listed on Exhibit A, attached to this resolution, as surplus property and is no longer of need to the District; and

**BE IT FURTHER RESOLVED** that the Golder Ranch Fire District Governing Board directs staff to dispose of such declared items in a way that best meets the needs of the District in accordance with state statutes.



# **GOLDER RANCH FIRE DISTRICT**

Fire ~ Rescue ~ Ambulance  
3885 E. Golder Ranch Drive  
Tucson, Arizona 85739

Chief Tom Brandhuber

**ADOPTED AND APPROVED** on this 17th day of October 2023, at a duly noticed public meeting of the Golder Ranch Fire District Governing Board.

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Vicki Cox-Golder  
Chairperson of the Governing Board  
of the Golder Ranch Fire District

ATTEST:

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Sandra Outlaw  
Clerk of the Governing Board  
of the Golder Ranch Fire District

## EXHIBIT 'A'

Requested items to be declared surplus and to be placed on a public surplus auction site:

### Facilities Equipment

- Portable compressors  
3-electric powered



### Residual Furniture from Hanley Building:

- Office skin dividers (150 pieces)
- Metal box-box file (2)
- Wood 2 drawer lateral file (15)
- 5 drawer metal file cabinet (2)

- Desk top (2)
- Overhead 4 door (9)
- Overhead 3 drawer (5)
- Overhead 2 door (19)
- Book shelf 2 drawer (1)
- 2 drawer Lateral file cabinet (3)
- 2 drawer lateral file cabinet (light color 2)
- Desk top 2 drawer metal (2)
- Remaining hardware for workstations, metal supports, hangars, and metal bracketry













**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Dave Christian, Finance Director

DATE: October 17, 2023

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE  
DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

ITEM #: 8C

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

Presented are the monthly financial reports and cash reconciliation.

**RECOMMENDED MOTION**

Motion to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

Golder Ranch Fire District  
Summary Budget Comparison - SUMMARY BUDGET TO ACTUAL \*\*BOARD PACKET\*\*  
From 9/1/2023 Through 9/30/2023

Account Code	Account Title	Current Period Actual	Current Period Budget	Current Period Budget Variance - Original	YTD Actual	YTD Budget	YTD Budget Variance - Original
5000	Labor/Benefits/Employee Development	2,474,939.77	2,453,863.53	(21,076.24)	7,729,051.00	7,727,300.86	(1,750.14)
6000	Supplies/Consumables	77,724.10	169,670.85	91,946.75	304,947.62	450,412.55	145,464.93
6500	Vehicle / Equipment Expense	51,722.43	92,982.89	41,260.46	163,385.12	333,448.67	170,063.55
6750	Utilities / Communications	39,076.09	42,973.48	3,897.39	114,334.32	128,223.90	13,889.58
7000	Professional Services	67,797.77	142,665.98	74,868.21	386,754.82	396,497.94	9,743.12
7500	Dues/Subscriptions/Maint. Fees	94,827.76	72,578.08	(22,249.68)	215,130.95	209,011.24	(6,119.71)
7750	Insurance	52,046.00	0.00	(52,046.00)	114,760.24	56,632.00	(58,128.24)
8000	Repairs / Maintenance	45,811.47	41,597.89	(4,213.58)	109,241.92	207,873.67	98,631.75
9000	Debt Service	18,854.72	251.27	(18,603.45)	155,606.34	104,709.81	(50,896.53)
9500	Capital Outlay	26,390.25	363,249.99	336,859.74	394,967.83	1,138,375.97	743,408.14
Report Difference		(2,949,190.36)	(3,379,833.96)	430,643.60	(9,688,180.16)	(10,752,486.61)	1,064,306.45

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

DATE: October 17, 2023

SUBJECT: FUTURE AGENDA ITEMS

ITEM #: 9

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

This agenda item allows an individual Governing Board member to recommend item(s) to go on future agendas.

Pursuant to A.R.S. §38-431.2(H), the Board will not discuss the items(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.

**GOLDER RANCH FIRE DISTRICT  
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

DATE: October 17, 2023

SUBJECT: Call to the Public

ITEM #: 10

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

**BACKGROUND**

This is the time for the public to comment. Members of the Board may not discuss items that are not on the agenda. The Board is not permitted to discuss or take action on any item raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

**RECOMMENDED MOTION**

No motion is necessary for this agenda item.