

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

**Tuesday, February 20, 2024, 9:00 a.m.
1600 East Hanley Boulevard, Oro Valley, Arizona 85737**

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox Golder called the meeting to order on February 20, 2024, at 9:00 a.m.

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

Staff Present: Fire Chief Brandhuber, Assistant Chief Cesarek, Assistant Chief Grissom, Deputy Chief Rutherford, Deputy Chief Jarrold, Deputy Chief Wilson, Deputy Fire Marshal Akins, Local 3832 President Jones, Human Resources Director Delong, Finance Director Christian, Information Technology Director Rascon, Division Chief North, Community Relations Supervisor Camarillo, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

The other day, Board Member Brady was driving when he noticed a GRFD truck pulled over and someone got out and began picking up trash that was dumped. He wanted to thank whoever it was.

Vice Chairperson Vette said GRFD personnel assisted someone at his church. He thanked the crew that responded.

4. CALL TO THE PUBLIC

There were no public issues presented.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- PROMOTIONS
 - ALBERT ORTIZ, ENGINEER



Captain Ryan Hoffman introduced Albert Ortiz and congratulated him on his promotion to engineer. Engineer Ortiz's parents, Albert and Cindy Ortiz pinned him.

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- JANUARY 16, 2024, REGULAR SESSION
- B. APPROVAL OF AN INTERGOVERNMENTAL AGREEMENT WITH PINAL COUNTY ELECTIONS AND RECORDERS' DEPARTMENTS FOR ELECTION AND VOTER REGISTRATION SERVICES FOR A POSSIBLE ELECTION TO FILL THREE VACANCIES ON THE GOVERNING BOARD TO BE HELD IN NOVEMBER 2024

Chairperson Cox Golder asked that item 6B be tabled for the next board meeting.

MOTION by Vice-Chairperson Vette to approve the February 20, 2024, Consent Agenda
MOTION SECONDED by Board Member Brady
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. Next Tuesday a group of GRFD personnel will testify before the accreditation panel. A link will be sent for others to view it online. Secondly, in the last couple of weeks, interviews have been conducted for the upcoming firefighter academy. Offers will be extended to the selected applicants next week. The academy will begin in April.

Chairperson Cox Golder expressed her confidence that the group will do well presenting to the accreditation panel. She stated the person she spoke to, from the accreditation panel, spoke highly of the District.

Vice Chairperson Vette asked about the proposed road mentioned in IT's GIS report.

Chief Brandhuber explained the road was proposed by labor and by firefighters that work at the SaddleBrooke stations. GIS did some initial modeling. The next step is to speak with Robson to see what they think, research how it would be funded and evaluate the possibility of doing it.

Board Member Shellenberger asked if Chief Brandhuber could explain performance-based budgeting.

Chief Brandhuber explained in performance-based budgeting everything that is done is tied into the budget. It empowers the managers and directors to operate their budget and have a good understanding of where the money is coming from and going.



Finance Director Christian explained that the performance-based budget defines metrics, that will be quantifiable in some way and benchmark actuals against the performance measures.

Board Member Shellenberger asked if the benchmarks have been established yet.

Director Christian said the accreditation process was extremely detailed and items from the accreditation process may be used.

Chief Brandhuber clarified this would not be for the upcoming budget but for the one after.

LEADERSHIP TEAM REPORT – President Jones presented the Leadership team report to the Board. He mentioned he will be attending the accreditation interview next week in Florida with the group. President Jones mentioned the calendar sales are done. The Union sold around 350, their goal was 500 but he was still proud of the 350 they sold. They earned approximately \$3,000 which will be given to charity. President Jones said Molly Kolt spearheaded the project and he thanked her for all of her work on the project. Lastly, he said the Union is preparing for the BBQ/Archery event in two weeks, Saturday, March 2. He invited the board and personnel to attend.

- B. COMMUNITY RISK REDUCTION DIVISION’S REPORT – Deputy Fire Marshal Akins presented the Community Risk Reduction report to the Governing Board on behalf of Assistant Chief Perry. She added that in January, Fire and Life Safety completed just under 600 inspections. This is a record for GRFD. This amount of inspections has never been done in one month. Last year the board approved an additional inspector and this year it has paid off.

Vice Chairperson Vette asked what the strategic planning process will be this year.

Deputy Fire Marshal Akins stated she believed the strategic planning process this year would be a more extensive process. The District is going to have the consultants help with a community driven plan. It is a three-year plan. This year the mission, vision, and values will also be reviewed. It will be community driven and feedback will be sought from employees and residents by way of surveys.

Chief Brandhuber added that this year the District is considering using strategic planners used by other municipalities and the private sector, personnel are thinking out of the box. They are seeking consultants out of the normal group that does these for fire agencies. He would like to see consultants that can help the District get feedback from the public. As the District grows, he wants to make sure the District is looking at things the correct way. As always, the Board will be involved in the process.

Board Member Shellenberger asked about the Narcan program.



Deputy Fire Marshal Akins replied Narcan is a substance that reverses the effects of an opiate overdose. It can be given to treat patients, but it can also be left behind so if there is another instance the patient can use it immediately. The program also offers educational material. The Community Risk Reduction Division will also be able to offer educational programs to various community groups. Narcan is funded by the State. It helps in reducing overdoses and allows patients to get the life saving medication faster.

- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' report to the Governing Board. Assistant Chief Cesarek reported the building plans for Station 378 have been approved by Pinal County. However, the civil plan is still under review. There are concerns about the median and the egress and ingress to the station. Staff are working diligently to address the County's concerns.

Vice Chairperson Vette asked where north admin is.

Assistant Chief Cesarek answered that 3885 E. Golder Ranch Drive is currently being referred to as north admin as a reference point for everyone. Assistant Chief Cesarek said he would be willing to call it something else.

Wally Vette said he would call it Professional Development.

Assistant Chief Cesarek mentioned staff are working through what the name of the building will be since there will be Professional Development staff as well as Support Services staff at the building.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – Assistant Chief Grissom presented the EMS & Fire Response and Professional Development report to the Governing Board. Assistant Chief Grissom mentioned Recruit Class 23-01 is taking their final module test. After this Thursday they will be off probation.

Chairperson Cox Golder said the State is clearing the brush in the area where she lives. They are placing the brush in piles. Now people in the area are going through and spreading the stacks to get wood for their fireplaces. She asked if the piles will be picked up.

Assistant Chief Grissom responded, the program is run by the State and to his best recollection they will be picking up the brush.

Board Clerk Outlaw asked about the active shooter management training mentioned in Assistant Chief Grissom's report. She is concerned about the safety of personnel and would like to know that personnel are properly trained in relation to this.

Assistant Chief Grissom replied, the training mentioned was an initial program offered by Oro Valley Police Department. A few GRFD personnel were able to attend. The goal is to eventually have all suppression personnel attend active shooter training.



Board Member Outlaw said she wanted to make sure personnel were properly trained because their safety is important.

Assistant Chief Grissom assured Board Clerk Outlaw, in cases where there may be violence, the scene is cleared by law enforcement prior to any GRFD personnel entering the hot zone. He has the utmost faith in GRFD's law enforcement partners to ensure the scene is cleared prior to GRFD personnel entering the area.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2024-0002 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

MOTION by Board Member Brady to adopt Resolution 2024-0002 to declare 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 or department.

MOTION SECONDED by Vice-Chairperson Vette.

MOTION CARRIED 5/0

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

Finance Director Christian presented the Golder Ranch Fire District monthly financials and reconciliation to the Governing Board. He said January represents the first month of the second half of the fiscal year. Director Christian stated the first half of the fiscal year finished strong. Everything was on target in the budget. In January ambulance revenue fell short, this is a normal trend. However, the net proceeds were favorable. Collections tend to fluctuate at the end of the year and beginning of the new year. The District is 3% favorable in expenses. Year-to-date the District is 14% favorable in revenues.

Chairperson Cox Golder asked who wrote the grants for the District.

Director Christian answered the District has a number of grant writers. Chief Perry is a grant writer and others are involved in writing the grants. The District has a lot of talent and it has paid off.

Director Christian stated the District is currently favorable \$5 million in proceeds. He explained Pinal County Treasurer's cash balance reconciliation. He mentioned at the end of February, he and Board Services Supervisor Ortiz will be going to Pinal County to meet with the Special District's liaison to learn what is occurring in the County.

Director Christian said the District currently has a \$31 million total cash balance. The District is doing well at this point in the fiscal year. He feels confident the District will



continue to do well the remainder of the fiscal year. Director Christian was happy to report all receivables were collected for the wildland fires billed.

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 Member Shellenberger

MOTION CARRIED 5/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be on March 19, 2024.

Chief Brandhuber announced the Hanley building grand opening will be April 15th at 10:30 a.m. He asked the Board if it would be ok to schedule a budget study session after the regular session board meeting on April 16th.

The Governing Board agreed to the date.

Vice Chairperson Vette asked for an update on the strategic plan.

Chief Brandhuber responded that it can be placed on the March agenda.

10. CALL TO THE PUBLIC

There were no public issues presented at this time.

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 9:39 a.m.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 5/0

Chairperson Cox Golder thanked everyone for attending.



Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District
S/O

