

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

Tuesday, December 17, 2024, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

*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, December 17, 2024**. The meeting will be held in the Fire District Headquarters Board Room, which is located at **1600 East Hanley Boulevard Oro Valley, Arizona 85737**. 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 is 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 THE COMMUNITY RECOGNITION AWARD TO SADDLEBROOKE SENIOR VILLAGE

B. PRESENTATION FROM CATALINA CRUSADERS – A DONATION TO LOCAL #3832 FOR THE ANNUAL SHOP WITH A FIREFIGHTER EVENT

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- NOVEMBER 19, 2024, REGULAR SESSION

B. APPROVE AND ADOPT THE GOLDER RANCH FIRE DISTRICT'S REGULAR GOVERNING BOARD MEETING SCHEDULE FOR CALENDAR YEAR 2025



- C. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICY: 1055 UNIFORM AND TOOL ALLOWANCE
- D. APPROVE AND ADOPT THE 2024 AGREEMENT WITH BANNER OCCUPATIONAL HEALTH
- E. APPROVE AND ADOPT THE AGREEMENT WITH IMPAIRMENT SCIENCE INC

7. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – CHIEF BRANDHUBER

- UPDATES ON THE FOLLOWING AREAS:
 - BOARD SERVICES
 - COMMENDATIONS/THANK YOU CARDS RECEIVED
 - DISTRICT ACTIVITIES
 - HUMAN RESOURCES
 - MEETINGS, TRAININGS, AND EVENTS ATTENDED
 - PERSONNEL
 - POLITICAL & PUBLIC SAFETY INTERACTIONS/UPDATES
- LEADERSHIP TEAM REPORT – PRESIDENT JONES

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

- UPDATES ON THE FOLLOWING AREAS:
 - COMMUNITY EDUCATION, ENGAGEMENT & RISK REDUCTION
 - FINANCE
 - FIRE AND LIFE SAFETY

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

- UPDATES ON THE FOLLOWING AREAS:
 - COMMUNITY AND MEDIA RELATIONS
 - FACILITIES MAINTENANCE
 - FLEET
 - IT
 - PLANNING
 - LOGISTICS
 - SUPPLY

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

- UPDATES ON THE FOLLOWING AREAS:
 - EMERGENCY MEDICAL SERVICES/OPERATIONS
 - HEALTH AND SAFETY
 - HONOR GUARD/PIPES AND DRUMS
 - PROFESSIONAL DEVELOPMENT
 - PROJECT MANAGEMENT
 - SPECIAL OPERATIONS
 - WILDLAND



8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATIONS FOR THE GOLDER RANCH FIRE DISTRICT GOVERNING BOARD POSITIONS OF CHAIRPERSON, VICE-CHAIRPERSON AND CLERK FOR A ONE-YEAR TERM FOR CALENDAR YEAR 2025
- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF A REPRESENTATIVE FROM THE GOLDER RANCH FIRE DISTRICT'S GOVERNING BOARD TO THE GRFD PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM'S LOCAL PENSION BOARD
- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO CITIZEN MEMBERS, ONE RESIDENT OF THE FIRE DISTRICT AND THE OTHER WITH EXPERIENCE IN PERSONNEL ADMINISTRATION TO THE GRFD PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM'S LOCAL PENSION BOARD
- D. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A CONTRACT FOR WEBSITE DESIGN AND HOSTING
- E. DISCUSSION OF WIRE TRANSFER SCHEDULE FROM PIMA COUNTY TREASURER FOR THE GENERAL FUND ACCOUNT
- F. DISCUSSION AND POSSIBLE ACTION REGARDING A SETTLEMENT AGREEMENT WITH THE OFFICE OF INSPECTOR GENERAL
- G. 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 – January 21, 2025

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

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 Headquarters 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 district headquarters, 1600 E Hanley Boulevard, Oro Valley, Arizona 85737.

Posted by: Shannon Ortiz 12/11/2024 at 5:00 p.m.





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

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

MTG. DATE: December 17, 2024

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: Chris Grissom, Assistant Chief of EMS & Fire Response

MTG. DATE: December 17, 2024

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

MTG. DATE: December 17, 2024

SUBJECT: COMMUNITY PRESENTATION

ITEM #: 5A

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

Each year the GRFD Culture Committee distributes a survey to personnel seeking nominations for suppression employee of the year, non-suppression employee of the year, community hero and community recognition. This year SaddleBrooke Senior Village was selected as the recipient of the Community Recognition Award.

The statement below was one of the nominations for the group:

SaddleBrooke Senior Village is a group of community minded volunteers that provide transportation, yard work, home maintenance assistance, residential lockboxes, and many other services to the members of the SaddleBrooke community. Managing the lockbox program in itself takes a lot of work! From purchasing the lockboxes, maintaining stock, distribution, and installation, all the while managing the supply and demand issues, it is difficult to keep with it all. Many residents in SaddleBrooke would not have a residential lockbox if it weren't for the diligent work from senior village volunteers. Having a GRFD residential lockbox brings peace-of-mind to GRFD residents. Thank you, Senior Village, for providing peace-of-mind and a sense of security to the residents. You are much appreciated and valued.

RECOMMENDED MOTION

No motion required for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

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

MTG. DATE: December 17, 2024

SUBJECT: PRESENTATION FROM THE CATALINA CRUSADERS – A DONATION TO LOCAL #3832 FOR THE ANNUAL SHOP WITH A FIREFIGHTER EVENT

ITEM #: 5B

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The Catalina Crusaders, in conjunction with the Players Pub, graciously and generously raised money at their annual fundraiser again this year for the North Tucson Firefighter's Association - Local 3832 to use towards their annual Shop with a Firefighter event. The Shop with a Firefighter event took place at the Oro Valley Target on December 12th, 2024. The children were GRFD residents and were also from the neighboring communities of Oracle, Mammoth, and San Manuel.

RECOMMENDED MOTION

No motion required for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: December 17, 2024

SUBJECT: APPROVE MINUTES- NOVEMBER 19, 2024, 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. NOVEMBER 19, 2024, REGULAR SESSION

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the December 17, 2024, Consent Agenda.

If item is removed from consent agenda:

Motion to approve the November 19, 2024, regular session meeting minutes.

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

**Tuesday, November 19, 2024, 9:00 a.m.
1600 East Hanley Boulevard, Oro Valley, Arizona 85737**

1. CALL TO ORDER/ROLL CALL

Chairperson Cox Golder called the meeting to order on November 19, 2024, at 9:00 a.m.

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

Staff Present: Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Rutherford, Deputy Chief Jarrold, Deputy Chief Hilderbrand, Fire Marshal Akins, Finance Director Christian, IT Director Rascon, Media and Community Relations Camarillo, Division Chief Taylor, Billing Supervisor Massie, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

Vice Chairperson Vette attended the Rockin' 4 Heroes event. He said they recognized Chief Brandhuber. It was a nice event.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- YEARS OF SERVICE
 - JOHN SPANARELLA, BATTALION CHIEF 10 YEARS

- NEW HIRES
 - STACIA CRISCI, PRE-BILLING SPECIALIST
 - JORDAN MANUEL, ADMINISTRATIVE ASSISTANT

Behavioral and Loyalty Oaths will be administered.

Deputy Chief Rutherford presented BC Spanarella his ten-year pin.



Billing Supervisor Massie presented Pre-Billing Specialist Crisci to the Governing Board.

Board Services Supervisor Ortiz presented Administrative Assistant Manuel to the Governing Board.

Chairperson Cox Golder administered the behavioral and loyalty oaths to Pre-Billing Specialist Crisci and Administrative Assistant Manuel.

B. THE CEREMONIAL SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS WALLY VETTE, STEVE BRADY, AND TOM SHELLENBERGER WITH TERMS EFFECTIVE DECEMBER 1, 2024, THROUGH DECEMBER 1, 2028

Chairperson Cox Golder administered the Loyalty Oath to newly appointed (incumbent) Governing Board Member Vette, Governing Board Member Brady, and Governing Board Member Shellenberger

6. CONSENT AGENDA

A. APPROVE MINUTES- OCTOBER 15, 2024, REGULAR SESSION

MOTION by Vice-Chairperson Vette to approve the November 19, 2024, Consent Agenda.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

7. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – On behalf of Chief Brandhuber, Assistant Chief Grissom presented the Fire Chief's report to the Governing Board.

Vice Chairperson Vette commented on the Nice Healthcare program. He appreciated the report on it. He was impressed by the program and the cost savings to the District.

Assistant Chief Grissom replied it is a great program that the District has used for the past couple of years. Employees can have appointments over the phone, in the Wellness room, or at home. Personnel are very happy with it.

Union President Ben Jones wished the Governing Board a Happy Thanksgiving. He informed the Board the annual fundraiser at the Players Pub will be December 7th. This event raises funds for Shop With a Firefighter, which will be held December 12th. This year the annual adult holiday party sponsored by Local 3832 will be held at The Reflections at the Buttes on December 14th.



- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented Community Risk Reduction division's report to the Governing Board. He mentioned Fire Marshal Akins and FLS received recognition from the Town of Oro Valley for improving the process for documenting fire inspections in the Smartgov site.

Board Member Shellenberger asked Assistant Chief Perry to elaborate on the new Community Resource Technician position.

Assistant Chief Perry responded the position will be part-time. Personnel will be assigned to a utility truck and will respond to snake calls and smoke detector replacements in order to assist suppression personnel with the call load. Initially it will be done on a trial basis through July. The plan is to have two people assigned to a truck and have one truck staffed for the trial period. His division is seeking to hire people who are interested in the fire service, this will allow them to run calls and give them insight into the fire service.

Board Member Vette said he saw a chart for inspections and violations. He asked what the penalty was for those who did not address the violations.

Fire Marshal Akins explained FLS recently added the violations/corrections table to the board report. The past month FLS noted 158 violations were corrected. Through inspections, staff identified 220 violations that need to be corrected. About two weeks after the inspection, inspectors will conduct a re-inspection to make sure the violations were addressed. This process is repeated until all violations have been corrected. Fire Marshal Akins stated there is a process for citations, however, FLS normally does not have to get to this point. She informed the board this past month FLS conducted 200 prevention inspections. So, there will never be a point in time that all violations have been corrected, there will always be open violations because inspections are continuously conducted. However, there is a process to make sure businesses correct all violations and if they do not FLS can cite them.

- C. SUPPORT SERVICES DIVISION'S REPORT - Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. Assistant Chief Cesarek mentioned Vice-Chairperson Vette asked personnel to research the need for another ladder unit. AC Cesarek provided the Governing Board a Response Unit Order Timeline Based On Current Build Times for the next ten years. The schedule shows the replacement timeline for engines/vehicles. The timeline listed numbers for the units. Vice Chairperson Vette asked if the Governing Board could be provided a sheet listing the type of equipment as opposed to a number. AC Cesarek said he could provide a list of what the numbers represented.

Board Member Shellenberger asked about the status of the right-of-way access to the station at SaddleBrooke Ranch.

Assistant Chief Cesarek replied he was able to obtain right-of-way access for the station.



Board Member Outlaw commented she read in Assistant Chief's Cesarek's report he had a meeting with Esoguard regarding DNA testing for esophageal cancer. She asked how the meeting went.

Assistant Chief Cesarek said staff are evaluating companies that do examinations. The District currently uses the company 1582 and is exceptional.

Chairperson Cox Golder congratulated AC Cesarek on being re-elected to the Foothills Business Park Board and congratulated him on his Chief Fire Officer (CFO) accreditation.

He thanked her and also noted Deputy Chief Jarrold and Deputy Chief Wilson also received their CFO certifications.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – Assistant Chief Grissom presented the EMS & Fire Response division's report. He thanked Deputy Chief Wilson for his work on the CAAS Accreditation. The District received a perfect score, which is rare.

Board Member Shellenberger asked what the protocol was for using the LUCAS device.

Division Chief Taylor explained suppression personnel will use the LUCAS devices as secondary devices in cases of longer transports. Manual compressions will be the primary response.

8. REGULAR BUSINESS

- A. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE AUDIT RESULTS PRESENTED BY BEACH FLEISCHMAN AND THE DRAFT ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR ENDING JUNE 30, 2024

An auditor from Beach Fleischman gave a presentation on the audit and the draft Annual Comprehensive Financial Report (ACFR). They gave a clean opinion which is the best rating the District could receive. Beach Fleischman also did a single audit for the federal funding the District received since it met the required threshold of federal funding. They issued an unmodified opinion. Beach Fleischman had no significant disagreements with management. They actually had no disagreements however this is the required language.

MOTION by Board Member Shellenberger to accept the Beach Fleishman audit report and draft FY2024 Annual Comprehensive Financial Report (ACFR) as presented.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0



B. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AMENDED POLICY 212-
PROCUREMENT, PURCHASING AND VENDOR PAYMENT

Assistant Chief Grissom explained Assistant Chief Cesarek and his team made an amendment to Policy 212- Procurement, Purchasing and Vendor Payment. Both were available to answer any questions the Board had.

MOTION by Vice-Chairperson Vette to approve amended Policy 212- Procurement, Purchasing and Vendor Payment.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

C. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSAL OF THE
DISTRICT'S UPDATED MISSION, VISION, VALUES AND MOTTO

Assistant Chief Perry explained a committee was formed to review the District's mission, vision, values, and motto. They named it the Organizational Identity Committee which included seventeen personnel from across the District. Everyone who volunteered was allowed to sit on the committee.

The committee recommends the District's mission be changed to, "To provide community stability through compassionate service".

The committee recommended the District's vision be, "To be progressive and innovative Public Safety leaders".

The committee recommend the values be:

GRFD serves with PRIDE:

Professionalism- is achieved through consistently demonstrating accountability, upholding high standards, and fostering a respectful, ethical, and productive work environment.

Respect- is achieved through recognizing and embracing individual differences, and actively promoting diversity as a source of strength.

Integrity- is achieved through consistently making the right decisions, even when faced with challenges or adversity.

Dependability- is achieved through consistently delivering capable, proactive service and meeting commitments with reliability.

Excellent- is achieved through actively pursuing continuous improvement, engaging in ongoing training, and striving for the best outcomes in every situation.



The committee recommended making the motto, "Community First".

MOTION by Vice Chairperson Vette to approve the recommended, updated Golder Ranch Fire District Mission, Vision, Values, and Motto as presented.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 5/0

D. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE AMENDMENT TO THE CURRENT IMAGETREND CONTRACT

Assistant Chief Grissom explained the District has used ImageTrend for the past year. It has been going well. There are a few things that still need to be fine tuned. The amendment will allow an ImageTrend expert to work one-hour a week with IT to assist with any needs.

IT Director Rascon agreed that this would be a good service to have because of all of the new aspects of ImageTrend, he highly recommended it.

MOTION by Board Member Shellenberger to approve the amendment to the current ImageTrend contract.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 5/0

E. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ARCHITECTURAL AGREEMENT FOR RENOVATIONS OF PROFESSIONAL DEVELOPMENT AND FLEET BUILDINGS

Assistant Chief Cesarek stated he is recommending the Architectural firm Seaver and Franks for the building improvements to the professional development and fleet buildings. He added that a request for proposal has also been distributed for a contractor for the project as well.

MOTION by Vice Chairperson Vette to approve and accept the architectural agreement from Seaver Franks Architects Inc. as presented for renovations of professional development and fleet buildings.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

F. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2024-0015 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



Assistant Chief Cesarek explained the item that would be up for auction is a device from Fleet. It is significant for the recovery of air conditioning systems. This particular item can only be sold to certified vendors in air conditioning work.

MOTION by Board Member Shellenberger to adopt Resolution 2024-0015 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 or department.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

G. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

Finance Director Christian said the month of October is when the District receives property taxes. The District did well in October there was a 6% positive variance which was about half a million dollars. In addition to doing well with property taxes the District did well with wildland billing and ambulance revenues.

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

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

9. **FUTURE AGENDA ITEMS**

The next regularly scheduled meeting will be December 17, 2024.

10. **CALL TO THE PUBLIC**

There were no public issues presented at this time.

11. **ADJOURNMENT**

MOTION by Chairperson Cox Golder to adjourn the meeting at 10:11 a.m.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: December 17, 2024

SUBJECT: APPROVAL AND ADOPTION OF THE GOLDER RANCH FIRE DISTRICT'S REGULAR GOVERNING BOARD MEETING SCHEDULE FOR CALENDAR YEAR 2025

ITEM #: 6B- CONSENT AGENDA

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

Presented to the Golder Ranch Fire District's Governing Board is a proposed schedule for the regularly scheduled Governing Board Meetings for calendar year 2025. Meetings may be cancelled, and special meetings may be scheduled throughout the year as needed. This document will also serve as the Disclosure Statement of where all meeting notices of the Golder Ranch Fire District Governing Board will be posted, pursuant to A.R.S. §38-431.02(A)(3).

RECOMMENDED MOTION

Agenda item is included in the December 17, 2024, Consent Agenda.

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION SCHEDULE
JANUARY – DECEMBER 2025**

January 21, 2025	May 20, 2025	September 16, 2025
February 18, 2025	June 17, 2025	October 21, 2025
March 18, 2025	July 15, 2025	November 18, 2025
April 15, 2025	August 19, 2025	December 16, 2025

Meetings will generally be held at 9:00 a.m. at the Golder Ranch Fire District Headquarters, 1600 E. Hanley Boulevard, Oro Valley, AZ 85737. The schedule is subject to change. Meetings may be cancelled, and special meetings may be scheduled, as needed.

**Disclosure Statement of Where All Meeting Notices of the
Golder Ranch Fire District Governing Board Will Be Posted**

Pursuant to A.R.S. §38-431.02 (A)(3), the Golder Ranch Fire District hereby states that all notices of the meetings of the Golder Ranch Fire District Governing Board and the Local Pension Board will be posted at the following locations:

- GRFD Headquarters – 1600 E. Hanley Boulevard, Oro Valley, AZ 85737
- Administration North- 3885 E. Golder Ranch Dr. Catalina, AZ 85739
- Station 373 – 63725 E. SaddleBrooke Boulevard, SaddleBrooke, AZ 85739
- Station 380 – 1175 W. Magee Road, Tucson, AZ 85704
- Golder Ranch Fire District Website: www.grfdaz.gov

The meeting notice is posted on a bulletin board near the entry area. Entry areas are open 8:00 a.m. to 5:00 p.m. Monday through Friday, except holidays. Meeting notices will indicate the date, time, and place of the meeting and will include an agenda or information concerning the manner in which the public may obtain an agenda for the meeting.

Pursuant to A.R.S. 38-431.02(A)(3)(B), a technological problem or failure that either prevents the posting of public notices on the website, or that temporarily or permanently prevents the use of all or part of the website, does not preclude the holding of the meeting for which the notice was intended.

Meeting notices and/or agendas will be posted at least 24 hours before the meetings take place.

The undersigned Clerk of the Golder Ranch Fire District Governing Board hereby certifies and attests that the foregoing was duly adopted by the Golder Ranch Fire District Governing Board as set forth above.

Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: December 17, 2024

SUBJECT: APPROVE AND ADOPT POLICY 1055 UNIFORM AND TOOL ALLOWANCE

ITEM #: 6C- CONSENT AGENDA

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

Policy 1055 – Uniform Allowance – the Logistics Team leaders noted a need for updated language to correct that Fleet and Facilities are two different departments in the same division and thus have different uniform and tool needs.

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the December 17, 2024, Consent Agenda.

If item is removed from consent agenda:

Motion to approve amended Policy 1055 Uniform and Tool Allowance.

Uniform and Tool Allowance

1055.1 PURPOSE AND SCOPE

To establish consistent guidelines for assisting members of the Golder Ranch Fire District with costs associated with tools, uniforms, and/or dress requirements.

1055.2 POLICY

It is the policy of GRFD to portray a positive public image and demonstrate pride and professionalism, to maintain high standards regarding member appearance, dress, and grooming. Golder Ranch will assist all GRFD members with the costs associated with the tools and uniforms for both uniformed and non-uniformed members.

1055.3 GUIDELINES

1. Uniform Allowance for Uniformed Members:
 - (a) Uniformed members will receive a lump sum payment of \$1,000.00 the first pay date in November each year.
 - (b) This money is to be used to purchase uniforms to ensure that all uniforms meet the requirements set forth in the Uniforms and Grooming Standards – Suppression policy.
 - (c) If a new academy begins within the year, the initial uniform requirements will be purchased for the new recruits by the District. Any residual monies left from the \$1,000.00 allotment, after the initial uniform requirements are purchased, will be distributed to each recruit upon completion of the academy.
2. Uniform Allowance for Non-uniformed Members: (excluding Fleet and Facilities Maintenance)
 - (a) Non-uniformed members will receive a lump sum payout of \$500.00 the first pay date in November each year.
 - (b) This money is to be used to help supplement professional work attire as described in the Uniforms and Grooming Standards – Non-Suppression policy.
 - (c) Administrative staff are encouraged to purchase logo gear to attend District functions, off-site events, and trainings.
 - (d) White polo style or collared shirts with the District logo are reserved for Chief Officers and Directors.
3. Uniform Allowance for Fleet and Facilities Maintenance:
 - (a) ~~Fleet and Facilities Maintenance will not receive a lump sum payout for Uniform Allowance. Instead, they will be provided with all uniforms required~~ Members of Fleet will receive an annual \$1,000 tool allowance and uniforms will be provided. as well as, the maintenance of those uniforms will be paid for by the District on a regular basis.

Golder Ranch Fire District

Policy Manual

Uniform and Tool Allowance

- (b) Members of Facilities and Fleet ~~in the classifications of Facilities Maintenance Technician and Fleet Maintenance Technician, including the Fleet Maintenance Supervisor,~~ will receive an annual \$1,000 ~~tool~~ uniform allowance ~~of \$1,000.00~~ on the first pay date in November each year.
- (c) This money is to be used to help supplement the purchase of required facilities uniforms and fleet mechanics tools as noted in the corresponding job descriptions.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: December 17, 2024

SUBJECT: APPROVE AND ADOPT THE 2024 AGREEMENT WITH BANNER OCCUPATIONAL HEALTH

ITEM #: 6D- CONSENT AGENDA

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The district had an agreement with Banner Health to provide Occupational Health services, which has expired. This agreement continues that service agreement.

Occupational Health processes new hires and return to work appointments.

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the December 17, 2024, Consent Agenda.

If item is removed from consent agenda:

Motion to approve the 2024 Agreement with Banner Occupational Health.



October 25, 2024

Golder Ranch Fire District
Allison Delong
1600 E. Hanley Blvd
Tucson, AZ 85737

FEIN: 86-0339693

Dear Allison Delong:

Thank you for choosing Banner Occupational Health –Arizona, LLC, an Arizona limited liability company (“Banner”), as the occupational healthcare provider for Golder Ranch Valley Fire District (“Company”).

The term of this letter agreement (this "Agreement") will begin on October 25, 2024 (the “Effective Date”) and will continue for a period of 1 year(s). Any amendments will be effective for at least one year. This Agreement may be terminated by either party at any time, without cause and without penalty, by giving the other party at least 30 days’ prior written notice.

Banner is committed to providing Company with employee medical evaluations and health screenings as required by Company’s personnel policies or as requested by Company, subject to federal and state law. The services to be provided and prices that will be charged are outlined below. All services provided by Banner will be subject to the terms of this Agreement.

Services:

Audiogram	\$35.00
Breath Alcohol Test	\$35.00
Chem/HDL/CBC/CK	\$65.00
Chest X-Ray 2-View	\$95.00
DOT Physical Exam	\$95.00
Drug Screen 5-Panel DOT	\$55.00
Drug Screen 10-Panel Non-DOT	\$55.00
Drug Screen Hair Collection	\$55.00
EKG	\$55.00
Exercise Stress Test	\$250.00
Fit for Duty Exam	\$250.00 per hour
Fit for Work Exam	\$80.00
Fire Fighter Exam	\$140.00

Flexibility/Core Strength Testing	\$40.00
Gross Body Skin Exam	\$20.00
Hemoglobin A 1C	\$35.00
Hepatitis B Titer	\$60.00
Hepatitis B Vaccine	\$95.00 each
HIV Screen	\$90.00
PSA	\$40.00
Pulmonary Function Test	\$40.00
Random DOT Drug Screen Program Initial One-Time Setup Fee	\$75.00
Random DOT Drug Screen Pull Fee	\$25.00 per pull
Return to Work Exam	\$80.00
Respirator Questionnaire	\$25.00
TB Skin Test	\$30.00 each
Titmus Vision	\$25.00
Injury Care for Workers Compensation billed according to State fee schedule.	

HIV Post Exposure Prophylaxis (PEP) Pricing (needle sticks, blood exposure):

1. Nurse Triage Call	\$80.00
2. Licensed Practitioner Intervention	\$175.00
3. Initial Visit	\$100.00
4. Results Visit	\$50.00
5. Follow-up Visit (1 week if on meds)	\$75.00
6. Follow-up Visit (2 weeks if on meds)	\$75.00
7. Follow-up Visit (3 weeks if on meds)	\$75.00
8. Follow-up Visit (4 weeks if on meds)	\$75.00
9. Follow-up Visit (12 weeks)	\$75.00
10. Follow-up Visit (24 weeks)	\$75.00

Costs billed in addition to visits:

Patient Testing:

1. ALT Liver Function	\$25.00
2. Blood Chem/CBC/UA (if on meds)	\$40.00
3. Hepatitis B Titer	\$60.00
4. Hepatitis B Vaccine	\$95.00 each
5. Hepatitis C Test	\$90.00
6. HIV Test	\$90.00
7. Tetanus	\$45.00
8. Tdap	\$65.00
9. HBIG	Market Price
10. Hep C RNA	\$350.00

Source Testing:

1. HIV Test	\$90.00
2. Hepatitis C Test	\$90.00
3. Hepatitis B Antigen	\$60.00

Medications:

One week supply of the following medications (maximum of four (4) weeks on meds) (Pricing below is estimated pricing as medications and pricing fluctuate based on medical standard and market prices):

- | | |
|---|------------|
| 1. Isentress-HIV | \$420.00** |
| 2. Truvada-HIV | \$985.00** |
| 3. Ondanstron-Nausea (used as needed, price per pill) | \$5.00** |
- **All prices are subject to change.

Upon Company's request, Banner will provide reports to Company unless applicable law requires Banner to maintain the confidentiality of the reports and to only provide them to the employee, in which case the employee must authorize Banner to disclose them to Company. Company will be solely responsible for the use and dissemination of these reports. Company will hold Banner harmless from claims arising out of the disclosure and use of information reported to Company.

Banner may be required to obtain informed consent from the employee before Banner can perform certain services. When an informed consent is required, Banner will work to obtain the informed consent.

This Agreement will be governed by the internal substantive law of the an Arizona, without regard for the conflict of law principles thereof.

This Agreement contains the entire agreement between the parties with respect to the subject matter hereof. All prior negotiations between the parties are merged in this Agreement, and there are no understandings or agreements other than those incorporated herein. This Agreement may not be modified except by a written instrument signed by both parties to this Agreement. Any other arrangements between the parties are the subject of one or more separate agreements, all of which are listed in one or more databases maintained by Banner.

We look forward to meeting your occupational health needs. Should you wish to discuss the terms of our services, please call Rebecca Twyman at 602-747-1262.

Sincerely,

Amanda Carranza
 Senior Director
 Banner Occupational & Employee Health Services -Arizona, LLC

Date: _____

ACCEPTED AND AGREED:

Golder Ranch Fire District

By: _____

Name: Vicki Cox Golder

Title: GRFD Chairperson

Date: 12/17/2024



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: December 17, 2024

SUBJECT: APPROVE AND ADOPT AGREEMENT WITH IMPAIRMENT SCIENCE INC

ITEM #: 6E- CONSENT AGENDA

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

Impairment Science Inc, provides the DRUID app. This app helps assess impairment in the workforce. This includes, but is not limited to, impairment due to loss of sleep, medications, illegal substances, and alcohol. The letter allows a significant discount as well as a three-month clause to cancel if desired.

The district and the Union have assessed this app for usefulness and would like to enter into a Letter of Agreement with Impairment Science Inc.

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the December 17, 2024, Consent Agenda.

If item is removed from consent agenda:

Motion to authorize Chairperson Cox Golder to sign an agreement with Impairment Science Inc.

IMPAIRMENT SCIENCE, INC.

Pricing Proposal – Druid Enterprise

To: Tom Brandhuber
Fire Chief
Golder Ranch Fire District
1600 E. Hanley Blvd Oro Valley, AZ 85737
tbrandhuber@grfdaz.gov
(520) 237-6030

Date: December 5, 2024

Est. Start: January 2, 2025

Description: The DRUID App and DRUID Enterprise system provide an objective measure of worker impairment from any cause. Backed by researchers at leading science institutions, the app measures and scores cognitive and physical functions against both BAC and a user's established baseline. The cloud-based management portal, DRUID Enterprise, records, monitors, and reports users' DRUID test scores in real-time.

Pricing: The standard pricing for licensing the DRUID app and DRUID Enterprise, listed below, is based on the number of your users and the number of tests taken:

Premier

Unlimited tests/year/user

Advanced reporting

Unlimited administrators

# Users	Per User/ Yr.	Per User/Mo.
1-50	\$120	10.00
51-100	\$108	9.00
101-500	\$96	8.00
501-1000	\$84	7.00
1001-3000	\$72	6.00
3000+	\$60	5.00

Special Terms: ISI is excited to work with the Golder Ranch Fire District to support the safety and wellbeing of your workers. We will discount our standard license fees by 50% for your personnel for a 1-year license by providing unlimited testing. The initial term will be for 3 months with the option to continue for a full year.

- Annual unlimited-use subscription for 100+ users **@\$4 per user per month**: \$4,800 per year; \$1,200 for 3-months.
- Additional users may be added in the initial year **@\$4 per user per month**.

Deadline to accept special pricing: 12/31/2024.

Licensing agreement: Upon acceptance of these terms, Impairment Science will provide a license agreement for your review, signature, and invoicing. The license fee includes all training, user onboarding, and ongoing customer support.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

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

MTG. DATE: December 17, 2024

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
- Community/Media 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

November 2024



Thank You Correspondence

- Innovation Academy thanked Station 375 for giving two of their students and their guardians a tour of the station and for giving the students a ride to school in a fire truck. This was a raffle item for Innovation Academy's Annual Auction and Raffle event.
- A resident thanked the crew who stopped by Handels Ice Cream and let the kids check out the engine.
- Carla and Greg DeWolf thanked the District for Dan Habinek's presentation to the SaddleBrooke HOA2.
- A resident called to thank the following crew members for their response to his 911 call:
 - Captain Kurt Strieter
 - Paramedic George Boyd
 - Paramedic Tyler Drury
 - Paramedic Scott O'Holloran
 - Firefighter Colin Lazarz
 - Firefighter Molly Kolt

Board Services

Board Services Supervisor- Shannon Ortiz

Records responded to 14 records requests for the month of November.

The breakdown is as follows:

Environmental Reports	-
Outstanding Code Violations/Inspection Report	-
Fire Reports	-
Incident Reports	-
Medical Records	12
Other	2

Ninety-nine appointments for fingerprinting were scheduled in the month of November.

On Wednesday, November 20th, Records Specialist Wong attended the Leadership Meeting to transcribe the minutes.

Monday, November 4th Board Services Supervisor Ortiz attended the CAAS Accreditation meeting.

Tuesday, November 5th Board Services Supervisor Ortiz took the day off from GRFD to work the General Election in Oracle as an inspector (person who oversees the polling place). The precinct usually processes 100 voters per election, this election over 500 people voted at the precinct. It was a busy day.

Records Specialist Wong attended the November 5th Fire Chief's Status meeting on behalf of Supervisor Ortiz to transcribe the meeting minutes.

Board Services Supervisor Ortiz met virtually with JoAnn Acosta of Tucson Fire Department to assist with registration for an upcoming conference.

Internal requests for notary services have increased which has kept Board Services Supervisor Ortiz busy. To meet the need and provide a back-up, Records Specialist Wong has submitted her application to be a notary.

The Holiday Season is upon us! Administrative Assistant Manuel has been busy assisting the Christmas Committee and other divisions with seasonal tasks such as filling holiday goodie bags and preparing Christmas mailings.

The GRFD PSPRS Local Pension Board held a meeting on Monday, November 11, 2024.

Administrative Assistant Jordan Manuel trained the new billing Specialist, Stacia Crisci on the job duties of the front desk to serve as a back-up for the position.

The Arizona Municipal Clerks Association (AMCA) is a municipal clerks' organization that provides mentorship, support and training for clerks across the state. It is divided into regions and GRFD falls within Region 7 along with the City of Tucson, Town of Marana, Town of Oro Valley, Town of Sahuarita, Metropolitan Domestic Water Improvement District, and the Tucson Airport Authority. AMCA provides education to municipal clerks to ensure that they are informed of the constant changes in laws, regulations, and local requirements, including open meeting law and elections. AMCA hosts an Annual Conference and Elections Training in Fountain Hills, AZ where clerks from various regions across Arizona can attend, network, and build everlasting relationships. Fellow clerks are a great resource to reach out for questions and situations they may have experience with. They also host Spring and Fall Best Practices. The topics of the conferences and best practices include records management, laws and statutes, and campaign finance. Attending these training courses and completing the post assessments allows clerks to obtain points towards their Certified Municipal Clerk (CMC) and Master Municipal Clerks (MMC) certifications. These are both prestigious certifications to hold as it can take years to obtain the points required for them. Board Services Supervisor has her MMC while Records Specialist Wong is working towards her CMC.

GRFD will host AMCA's Region 7 meeting scheduled Tuesday, December 3rd.

Human Resources

HR Director – Allison Delong

HR participated in all regularly scheduled meetings and completed all regular duties.

Additionally, we participated in the following:

Recruitments:

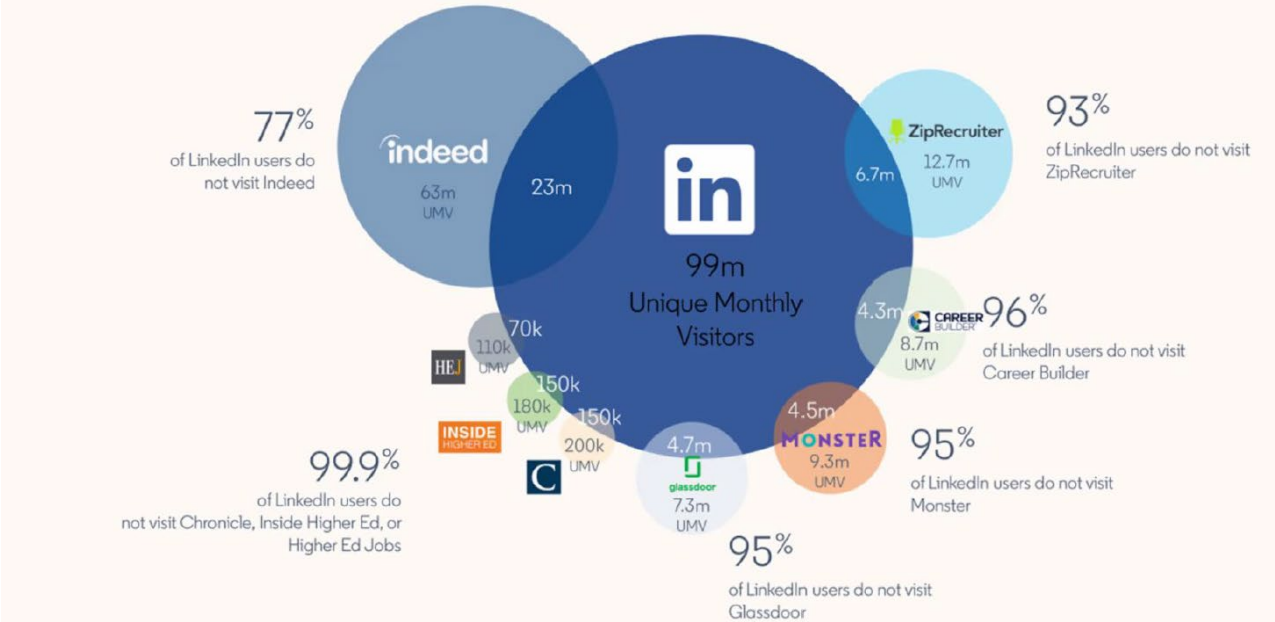
- Fleet Mechanic – backfill – actively in the interview process
- Community Resource Technician (CRT) – part-time - actively in the interview process
- HR Generalist – backfill - actively in the interview process

Current HR Trends:

- Recruitments are an important task for HR. One of the associated cost of recruitments is advertising. For many of the District's non-uniformed positions LinkedIn is an ideal place to advertise. Due to the significant number of recruitments this past calendar year, we exceeded our anticipated advertising cost on LinkedIn alone – this does not account for cost spent advertising on other platforms.

The below graph shows why we choose LinkedIn as one of our recruitment platforms:

LinkedIn has more unique visitors than any other Job site



HR knows that fiduciary responsibility is important, and we would like our budgeted dollars to have as large an impact as they can. HR Supervisor Noland had a meeting with a LinkedIn Account Executive to see if they would provide us a more affordable solution.

They have provided us pricing that will save us over 34% from our current calendar year spend and allow us more functionality to access potential applicants. We will move from pay-per-click, meaning we paid a small amount each time anyone clicked on our LinkedIn add, to a set package that will allow us to have up to 3 job postings open at anytime for a flat fee.

The below highlights the additional functionality we will be receiving:

Job products: functionality across purchase channel

Functionality	Job slots	Pay-per-click	Free jobs
GSA pricing & contract	✓	✗	N/A
Predictable cost	✓	✗	N/A
Volume pricing advantage	✓	✗	N/A
Cross-platform promotion to passive talent	✓	✓	✗
Reporting dashboard	✓	✗	✗
Account team support	✓	✗	✗
Recommended matches for sourcing	✓	✓	✗
Job Wrapping available	✓	✗	✗

With platforms like LinkedIn, we hope to lead HR to be more strategic and provide us the ability to become analytics driven. HR is thrilled to continuously work towards a better, more progressive Golder.

HR Team Highlights:

- HR is preparing for Open Enrollment. The first FY25-26 OE Benefits Committee meeting is scheduled. We’re looking forward to hearing feedback on current benefit offerings and working with our broker to obtain the best benefit offerings for our employees.
- HR continues to collaborate with the Health & Safety and Operations teams to monitor employees who are absent or on light duty due to personal or work-related illnesses or injuries.
 - At present, there are six people on the list, most with a designated light duty assignment.

Policies:

- Policy reviews and updates – *please see the consent agenda section of board packet*
 - Policy 1055 – Uniform Allowance – the Logistics Team leaders noted a need for updated language to correct that Fleet and Facilities are two different departments in the same division and thus have different uniform and tool needs.

Employee Recognitions:

- *Congratulations on your Golder anniversary, thank you for being such fabulous team members!*

Employee Name	Hire Date	Years of Service
PERU, MATT	12/19/1998	26
GASTELUM, ABEL JESUS	12/05/2007	17
DAILY, BRANDON MICHAEL	12/13/2010	14
LEDOUX, STEPHEN ALAN	12/13/2010	14
MANUEL, CHAD BROOKS	12/13/2010	14
PADDOCK, PETER DENIS	12/13/2010	14
RHEIN, KYLE TRAVIS	12/13/2010	14
BRANDHUBER, TOM	12/09/2013	11
DELONG, ALLISON LIANE	12/27/2016	8
DEVINE, CATHY	12/12/2022	2
CAMARILLO, LYDIA ESTHER	12/26/2022	2

From: [Perry, Eric](#)
To: [Records Request](#)
Cc: [Hilderbrand, Jeremy](#)
Subject: Nice note for the board report
Date: Wednesday, November 20, 2024 4:00:31 PM
Attachments: [f_834240b9-e6ab-4bca-a437-966416f01b4a.png](#)
[i_32ad6bf9-0980-4243-b5df-8dfa1bc15026.png](#)
[t_cee23d60-e3eb-47eb-ad6b-57b421970515.png](#)

Eric Perry
Assistant Chief
Golder Ranch Fire District



p: Office: 520.825.9001 Cell: 520.275.7286
a: 1600 E Hanley Blvd, Tucson, AZ 85737
w: www.grfdaz.gov
e: eperry@grfdaz.gov



From: Carla & Greg <cngdewolf@gmail.com>
Sent: Wednesday, November 20, 2024 3:52 PM
To: Perry, Eric <eperry@grfdaz.gov>; Hilderbrand, Jeremy <jhilderbrand@grfdaz.gov>; Habinek, Dan <dhabinek@grfdaz.gov>
Subject: SaddleBrooke HOA2 Unit 46 Thank You

Assistant Chief Eric Perry and Deputy Chief Jeremy
Hilderbrand

We want to pass on our compliments to the Golder Ranch Fire
Department Leadership. Organizing with Dan to come to our
Unit 46 meeting was a truly wonderful and easy experience.

His delivery of the information was extremely well done, so much so, we plan to take him up on his offer to provide additional training classes to our group in February of 2025. We all felt the caring nature and compassion that your team has servicing Saddlebrooke. The event was even more special for us as a result of meeting Dan and Danielle in person (and the five fire fighters that mingled with our unit members prior to our unit meeting after responding to a fire in HOA1).

Thank-you from Unit 46.
Greg DeWolf Unit 46 Rep



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Eric Perry, Assistant Chief of Community Risk Reduction

MTG. DATE: December 17, 2024

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:

- Community Education, Engagement, and Risk Reduction
- Finance
- Fire and Life Safety

RECOMMENDED MOTION

No motion is necessary for this agenda item.



COMMUNITY RISK REDUCTION DIVISION REPORT

Assistant Chief Eric Perry

November 2024

Assistant Chief's Activities

Activities and information items:

- I am excited to announce that I am now one of the newest members of the Board of Directors for Impact of Southern Arizona. This is a perfect partnership with what we are trying to do in the Community Risk Reduction Division due to Impact of Southern Arizona's broad community reach with disadvantaged community members
- We continue working with our primary PSAP directors to implement the 311 system for public assistance calls. We are hoping to go live in January. This will alleviate the call volume in the 911 trunk into the City of Tucson.
 - OVPD and Pima County Sheriff's Communications are willing to implement a direct transfer to 311 for these call types.
 - We are still discussing doing something similar with the Pinal County Sheriff's Department.
- We are finalizing the strategic business plan and aligning a **Program-Structured, Performance-Based Budget (PSPB)** to support it, pending your approval to be instituted in the next fiscal year.

About the Strategic Business Plan

The rough draft is finished and will be shared with the board at the January meeting to receive your feedback. Following board feedback and eventual approval, we will forward it to a graphic design company to ensure the finished product is a professional-level document.

About the PSPB

This budgeting model links funding to specific programs and their measurable outcomes, ensuring accountability, transparency, and alignment with strategic goals. Key features include:

- **Program Focus:** Funds allocated to defined programs with clear objectives.
- **Performance Metrics:** Success is measured by outcomes and KPIs.
- **Resource Alignment:** Funding based on program effectiveness and priorities.
- **Accountability & Evaluation:** Regular reviews and data-driven adjustments.
- **Strategic Alignment:** Supports long-term organizational goals.

What This Means for You as a Board Member

Monthly/Quarterly Reports: Program-specific metrics, variances, and trends tied to strategic goals.

Budget Requests: Justified by performance data, focused on high-impact programs.

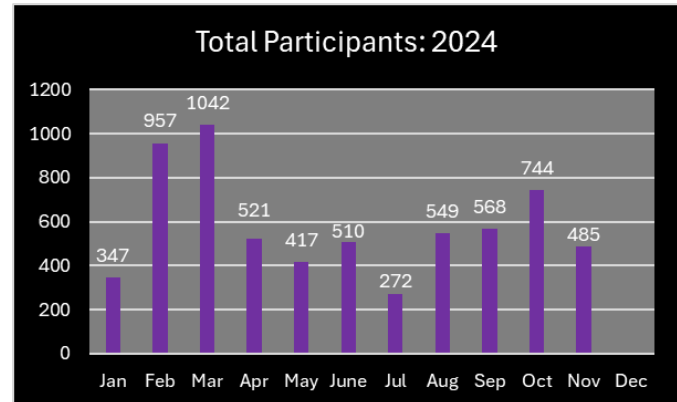
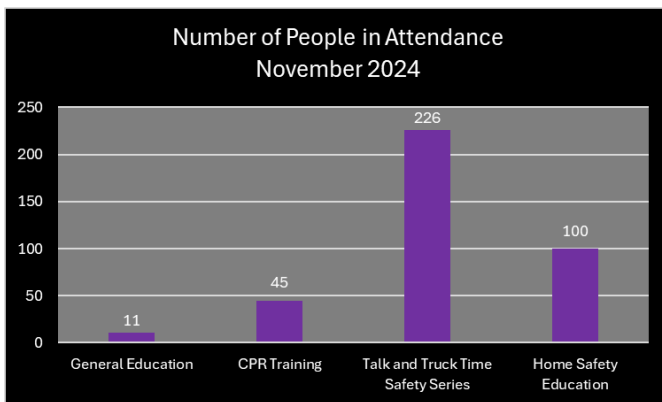
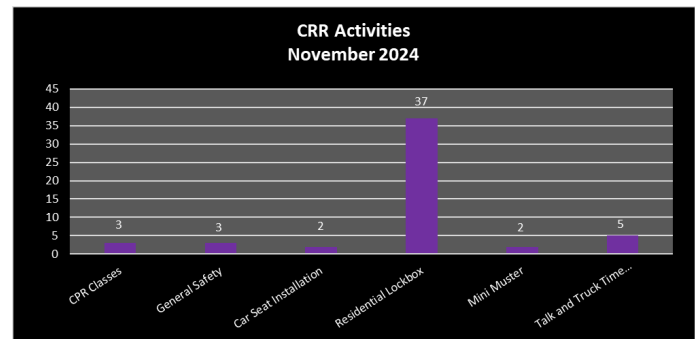
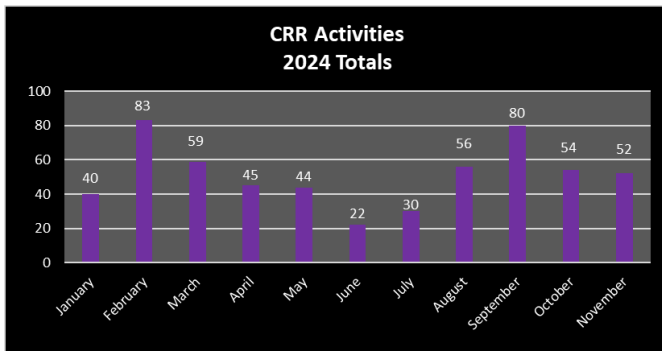
Financial Updates: Clear comparisons of program costs and outcomes, emphasizing ROI.

Decision-Making: Greater transparency, data-driven governance, and strategic focus.

We aim to ensure efficient resource use, measurable results, and improved oversight.

Community Education, Engagement & Risk Reduction

Deputy Chief of Community Risk Reduction – Jeremy Hilderbrand



- The application process for the position of Community Resource Technician has closed and video interviews will begin in early December. This position is new for GRFD and we are excited to implement it into the Community Risk Reduction Division.
- Mini musters are ending for the season and it was a good one. We added schools that have never been a part of this program and several students were able to participate over the past few months. Special thanks goes to GRFD members from every division coming to help out with these events.
- The Tucson Marathon is in December and the route has changed some. The race will no longer end at the Station 370 campus. Instead, the full marathon will begin near the Biosphere and the Half Marathon will start at the 370 campus and end at the Pima College Northwest Campus.

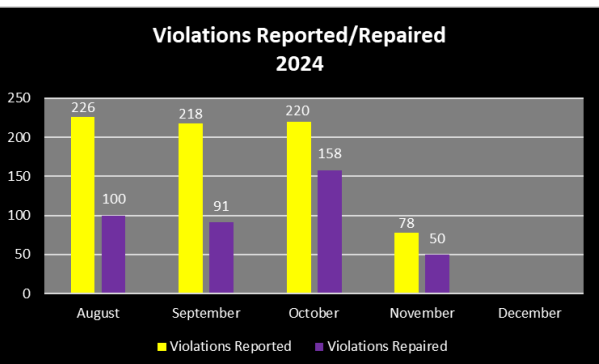
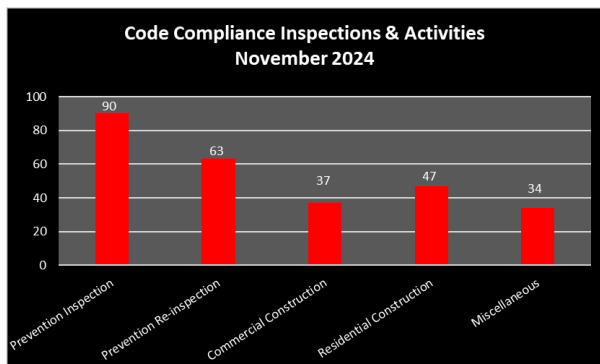
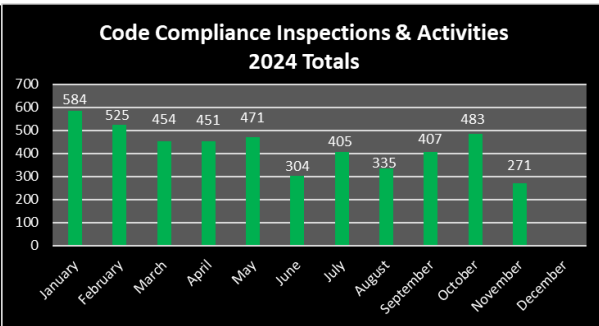
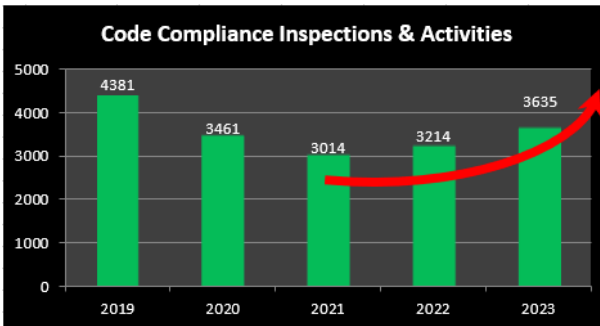
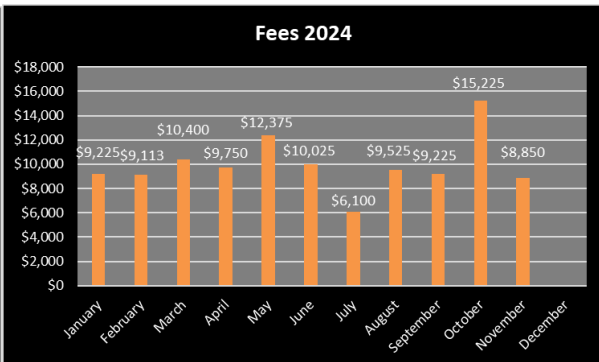
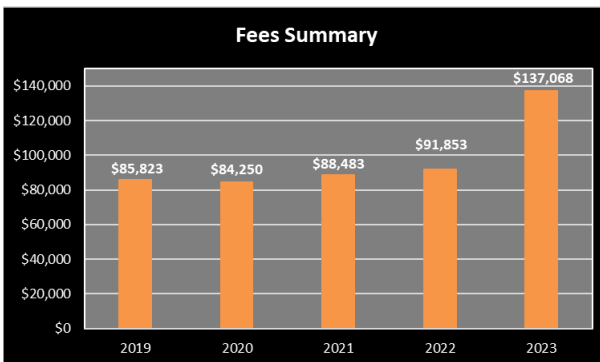
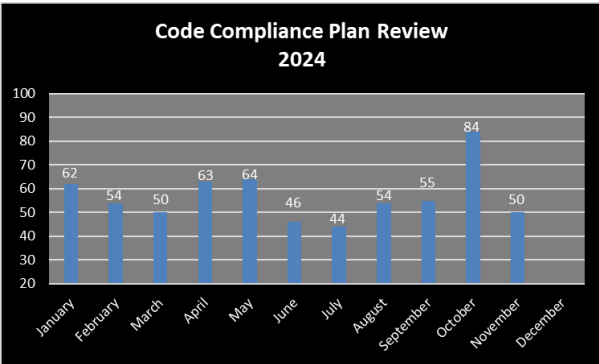
High-reliability can be achieved through resilience (cont. From October)

Leave it to the experts...

Finding and using experts for the given problem in the given time. More specifically, it means recognizing that those closest to the frontline are the experts and empowering them to make decisions when a critical issue arises results in quicker mitigation of harm.

In HROs, senior leaders are conducting frequent walk-rounds to reinforce safety behaviors and find and fix critical safety issues. They're also meeting in daily operational briefs where they look back to learn from failures and look forward to predict and lessen risk or harm.

Frontline leaders (for example, station captains) are meeting with BCs every day, giving 5:1 positive to negative feedback, conducting daily huddles and modeling the expected behaviors. HRO leaders manage by anticipation and prediction rather than just reaction. Frontline leaders are focused on predicting events in the next 24 hours and making real-time adjustments to keep patients, District residents, and employees feel safe.



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
The Motive Wellness 2530 E Vistoso Commerce	Shell Building 1826 E Innovation Park	Action Behavior Centers T.I. 11835 N Oracle Ste 117	Circle K CO2 3712 W Cortaro Farms	Circle K TI 8780 N Oracle
Healthy Skin T.I. 2295 E Vistoso Commerce	ROCHE Building 3 T.I. PH1 1910 E Innovation Park	Vacant Building F.A. 11695 N Oracle	Beautiful Savior Fire Alarm 7570 N Thornydale	Shell Building T.I. 7435 N Oracle
Catalina Craft Pizza T.I. 15970 N Oracle Ste 178	Oro Valley Hospital T.I. 1551 E Tangerine	Vacant Building F.A. 11855 N Oracle	AMG Medical Aesthetics T.I. 7356 N La Cholla	Shell Building T.I. 7493 N Oracle
Miraval Storage Bldg 5000 Via Estancia	TOV Community Center T.I. 10555 N La Canada	TOV Pusch Ridge Golf T.I. 10000 N Oracle	Landlord Improvement 7350 N La Cholla	Saffron T.I. 7607 N Oracle
Urban Wellness T.I. 12985 N Oracle Ste 165	Highland Clubhouse T.I. 10702 N Highlands	Surf Thru Car Wash 11595 N Oracle	Sharkey's Cuts For Kids T.I. 3605 W Cortaro Farms Ste 145	St. Marks T.I. . 1431 W Magee
	OV Assisted Living Main 12380 N Vistoso Park	Pain Institute of AZ Surgery 365 E Linda Vista Ste A	Hugh's Federal Credit Union F.A. 7970 N Thornydale	Oranju T.I. 7969 N Oracle
	ROCHE Building 3 T.I. PH2 1910 E Innovation Park	Pain Institute of AZ Clinic 365 E Linda Vista Ste B	LJA Engineering T.I. 7458 N La Cholla	TMC One T.I. 7510 N Oracle Ste 100
Who Received Project Final Inspection	ROCHE Mobile Dentist 2005 E Innovation Park	La Posada 10930 N First	Fry's F.A. 3770 W Ina	Title Security T.I. 8500 N Oracle Ste. 100
Cipada T.I. 9255 N Oracle	OV Assisted Living Casitas 12380 N Vistoso Park	Hilton Epazote T.I. 10000 N Oracle		3RD Church T.I. 7312 N Oracle
Katie Obrien Aesthetics T.I. 63701 E SaddleBrooke	Vanatge West T.I. 11165 N La Canada Ste 175	Hampton Inn 11655 N Oracle		Vantage West T.I. 550 W Magee
Pusch Ridge Auto T.I. 8040 N Oracle	The Blend T.I. 10335 N La Canada	Linda Vista Office 9645 N Oracle	*Inspector for this zone is also assigned to the La Posada project	Edward Jones T.I. 7435 N Oracle
See's Candy T.I. (Seasonal) 7856 N Oracle	Shell Building 1440 W Naranja Bldg 1	Workout Anytime T.I. 11975 N Oracle		Tucson Cosmetics 1230 W Ina
ROCHE Building 1 T.I. 1910 E Innovation Park	Shell Building 1440 W Naranja Bldg 2	Complete Canine T.I. 10140 N Oracle		Fred Astaire T.I. 7315 N Oracle Ste 200
Compound Pharmacy T.I. 7225 N Oracle Ste 104	Shell Building 1440 W Naranja Bldg 3	Life Storage - Solar 11061 N Oracle		Red Light Method T.I. 7980 N Oracle Ste 110
Action Behavior Centers T.I. 3710 W Overton	Wellsfargo T.I. 550 E Tangerine			Mia Manos Montessori School T.I. 7251 N Meredith

- Inspectors Ross, Filener, Helvig, King, and Voetberg covered over 20 miles while completing a final fire alarm inspection at La Posada



Fire Marshal Akins

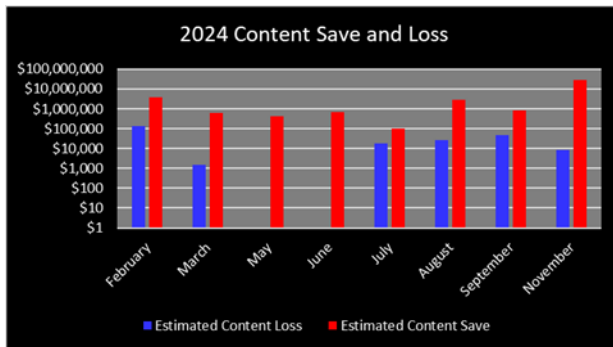
- Completed the Vacant and Abandon Buildings: Hazards and Solutions fire investigation class
- Attended a meeting with Oro Valley Planning and Zoning regarding changes to State and Town standards regarding accessory dwelling units and tiny homes.
- Attended re-occurring meetings to include AFDA, TOV pre-construction/Development Review Committee/Traffic Safety, Joint Fire Investigations, Fire Chief Status, Executive Leadership, GRFD Fire Board, Southern AZ Fire Marshal Association, AZ Fire Marshal Association, and FLS Staff

Education/Committees/Training Activities

- DFM Druke attended the Arizona Fire Training Committee meeting
- DFM White/Druke and Inspectors King/Ross/Voetberg/Filener/Helvig attended the Southern Arizona Fire Marshals Association meeting hosted by GRFD which included a Food Truck Propane Inspection class presented by Arizona Propane
- DFM White/Druke and Inspectors King/Ross/Voetberg/Filener/Helvig attended the Joint Fire Investigation meeting with NWFd, OVPD, MPD, PCSD, and PCAO which included a Warrant Writing class presented by OVPD

GRFD Fire Investigations

Date	Type of Call	Property Use	Estimated Property Loss	Estimated Content Loss	Estimated Property Save	Estimated Content Save
02/04/24	Building Fire	Commercial	\$23,317	\$6,995	\$4,640,013	\$2,324,670
02/06/24	Building Fire	One-Two Family Dwelling	\$14,121	\$2,354	\$456,593	\$233,003
02/13/24	Building Fire	One-Two Family Dwelling	\$16,807	\$672	\$319,331	\$167,397
02/13/24	Building Fire	One-Two Family Dwelling	\$240,226	\$126,807	\$26,736	\$6,674
02/18/24	Building Fire	Commercial	\$10,000	\$1,000	\$2,180,890	\$1,094,445
03/01/24	Building Fire	Multi-Family Dwelling	\$6,000	\$1,200	\$1,208,513	\$606,056
03/22/24	Building Fire	Mobile Home	\$1,250	\$313	\$11,250	\$5,937
05/18/24	Fire, Other	One-Two Family Dwelling	\$5,000	\$0	\$832,000	\$418,000
06/11/24	Building Fire	Multi-Family Dwelling	\$3,372	\$0	\$1,345,510	\$674,441
07/06/24	Building Fire	One-Two Family Dwelling	\$47,796	\$17,923	\$191,182	\$101,566
08/18/24	Building Fire	One-Two Family Dwelling	\$45,000	\$22,570	\$406,403	\$203,132
08/28/24	Building Fire	Commercial	\$0	\$2,703	\$5,406,005	\$2,700,300
09/14/24	Building Fire	Commercial	\$5,000	\$4,135	\$1,433,425	\$715,078
09/25/24	Building Fire	One-Two Family Dwelling	\$155,000	\$42,000	\$180,000	\$125,000
11/06/24	Building Fire	Commercial	\$1,000	\$500	\$27,616,314	\$13,808,157
11/08/24	Building Fire	Commercial	\$0	\$8,000	\$27,617,314	\$13,800,657
TOTAL			\$573,889	\$237,172	\$73,871,479	\$36,984,513



- On November 2, 2024, a residential fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
- On November 3, 2024, a residential fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
- On November 6, 2024, a commercial fire was reported in the Golder Ranch Fire District
 - The area of origin was inside a large commercial dryer
 - This fire is classified as unintentional

*****FIRE EXTINGUISHER SAVE*****
- On November 8, 2024, a commercial fire was reported in the Golder Ranch Fire District
 - The area of origin was inside a freight elevator
 - The fire is classified as unintentional

*****FIRE EXTINGUISHER SAVE*****
- On November 12, 2024, a residential fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
- On November 12, 2024, a residential fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
- On November 14, 2024, a residential fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation

- On November 17, 2024, a commercial fire was reported in Golder Ranch Fire District
 - The origin of the fire was the interior of a horse trailer
 - This fire is classified as undetermined
 - On November 18, 2024, a commercial fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
 - On November 18, 2024, an apartment fire was reported in Northwest Fire District
 - GRFD assisted with the fire investigation
-



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Grant Cesarek, Assistant Chief of Support Services

MTG. DATE: December 17, 2024

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
- Community and Media Relations
- Logistics
- Facilities Maintenance
- Fleet
- IT
- Planning
- Supply

RECOMMENDED MOTION

No motion is necessary for this agenda item.



SUPPORT SERVICES' DIVISION REPORT

Assistant Chief Grant Cesarek

November 2024

Assistant Chief's Activities

- A huge thank you goes to our board chair for her donation for our family holiday breakfast and to all the board members, thank you for taking care of us like family!
- Thank you to everyone who worked hard to make the family holiday breakfast a reality, it is a ton of work, and everyone appreciates the effort.
- Our team had a great month, we completed a request for proposal (RFP) and several walk-throughs with general contractors for the fleet and training building renovations.
- Station 378 project remains on track, we faced a minor delay due to holiday inspection schedules from the county, so the utility installation and roadway work will start in January, this does not affect the project timeline.
- Chief North and I attended the Operative IQ conference, a great opportunity to network with the developers of the software and to see new modules on the horizon.
- There were many leadership opportunities during the month, including being part of the holiday breakfast planning process, executive leadership meetings and labor leadership meetings; everyone is collaborating very well.
- In the Fleet Division, the team is working on specifying the next engine purchase that is in the capital improvement plan.

Deputy Chief's Activities

Support Services Deputy Chief – Adam Jarrold

- Met with Division Chief North, Fleet Maintenance Supervisor Raney and a representative from Pierce to discuss future fire engine purchase.
- Met with representative from HAAS Alert to discuss an additional emergency alerting system for the district's response vehicles.
- Attended US Digital Designs (USDD) training at City Comm. USDD is the digital alerting system we currently use in all stations.
- Attended a quarterly meeting at City Comm with all our regional partners.
- Attended Paramedic School graduation. Congrats to our three new paramedics!
- Attended site visits with prospective general contractors for the upcoming improvements to the Fleet and Training buildings.

- Taught a radios user class for the newly certified paramedics as part of their JumpStart class.

Division Chief's Activities

Logistics Division Chief – Jeremy North

- Attended the Engage Conference for Operative IQ to assist in the navigation of the facilities program offered.
- Assisted GRFD Fleet Division in the inspection and delivery of two new ambulances.
- Established GRFD Engine Spec Committee and held two meetings with a Pierce representative to begin the process of purchasing a new engine. Special thanks to all personnel involved.
- CIP 2025 budgeted projects started. Replacement of garage doors at Station 376, refinishing of cabinets in kitchens at Station 374 and 373, also began the process for flooring, paint and baseboards at Station 370.
- Continuing to address storage areas of GRFD campuses and preparation for Fleet and Professional Development building improvements.
- Asset management for all facilities of GRFD to enhance the strategic planning for future repairs and replacement.
- As part of our Annual Family Christmas Party Committee, assisted in the success of the party. Special thanks to Emily Noland, Carol Espinoza, Nancy Ramos, Derek Grotkier, Jacob Dybis, Matt Trowbridge, Jacob Ehresman and Angela Colby for their dedication.

Facilities Maintenance Activities

- As the weather has turned cooler in the last month, we had some unexpected HVAC and water heater issues pop up, most have now been resolved:
 1. Two bay heaters at Fleet needed repairs. One unit repaired; second unit expected to be completed the week 12/9 after delivery of parts.
 2. The heater portion of the make-up air unit for the Training rest rooms was repaired.
 3. The water heaters at station 372 and 376 were repaired.
 4. The hot water circulation pump at Station 377 is on order. It will be replaced upon delivery of part.
- EVAP coolers and back flow valves throughout the district have all been winterized.
- All District generators' annual service and load testing were completed.
- Sand separator annual pumping's are complete.
- A new washing machine was installed at station 372.

Fleet Maintenance Activities

- Congratulations John Myers on your promotion to Fleet Maintenance Tech III! He has been working diligently on the EVT certifications to achieve this level.
- We received two new Dodge ambulances built by Medix. These are being outfitted in fleet currently and expected to be in service in January.
- Fleet Maintenance technicians are getting CDL's renewed and continue ASE & EVT testing.
- The application period for the Fleet position has been closed. Interviews are expected to be done by the first of the year.

Monthly Vehicle Parts and Labor Cost

- Administration \$2154.00
- EMS \$4,745.00
- Fire \$8,435.00

Health and Safety

Health and Safety Division Chief – Chris Charnoki

- Met with the owner of 1582 in Las Vegas to evaluate the mental health piece of employees' annual physicals.
- Met with our partners from Tucson Fire Department (TFD), Northwest Fire District (NWFD), Tucson Police Department (TPD) and Pima County Sheriff's Department (PCSD) to discuss the upcoming Wellness Day in April.
- Continued work with our partners from the University of Arizona on the SAFFIRE sleep study and visited each station on November 25, 26 and 27 to inform the crews about it and answer any questions. This study involves 20 different organizations throughout the state of Arizona, and we are very excited to be a part of it. We have had 14 firefighters signed up for it so far and are looking to get at least 20.
- Met with Tucson ER to discuss and finalize the Post Exposure process.

Information Technology

IT Applications Group Activities/Projects

- The Applications team has been meticulously importing approximately 100,000 incidents, covering five years of historical data, into Elite. This demanding process requires exceptional effort, precision, and dedication. Their work reflects a strong commitment to improving system functionality and ensuring robust data availability for in-depth analysis and review.
- The Applications team, together with EMS, recently held a productive meeting with representatives from Avra Valley Fire District (AVFD), Three Points Fire District (TPFD), and Rincon Valley Fire District (RVFD) to assist with their ongoing ImageTrend implementation. This session focused on addressing specific challenges the agencies have encountered during the implementation phase.

During the meeting:

- Comprehensive explanations and clarifications were provided regarding the day-to-day use of both Elite Field and the Elite system.
- All questions from the agencies were thoroughly addressed, significantly enhancing their understanding of system functionalities.
- Training materials developed by the EMS division were shared to assist their teams in enhancing preparedness.

The team remains committed to supporting AVFD, TPFD, and RVFD as they approach their go-live date on **January 1, 2025**. We will continue to provide the necessary assistance to ensure a smooth transition and successful implementation

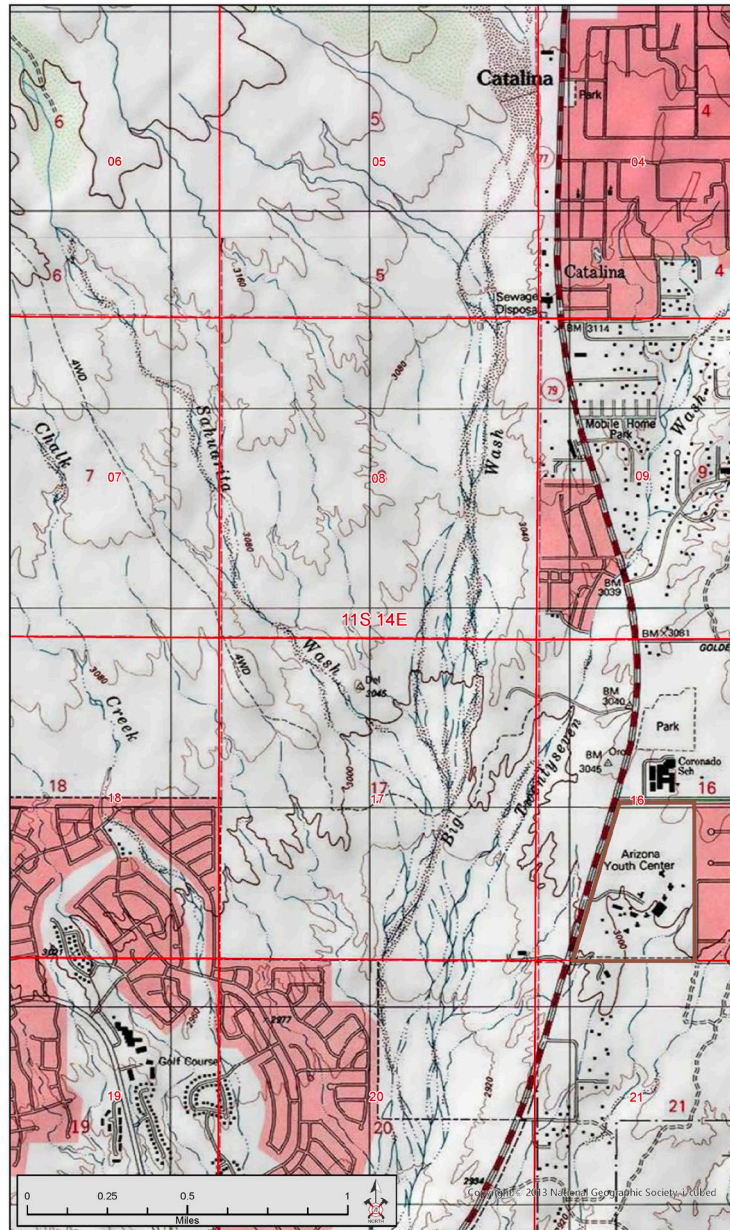
IT GIS Activities/Projects

The major GIS projects completed in November included:

- **ImageTrend / Continuum:** Assisted with auto-aid mappings, primary station data sharing, and efforts to integrate planning zones directly into the dispatch database.
- **First Due Implementation:** Collaborated with IT Director Rascon, Deputy Chief Rutherford, and auto-aid partners in implementing the City of Tucson's First Due system. This system integrates pre-incident planning, asset inventory, community engagement, and mobile response into a single application.
- **Inspection Zones Map Update:** Adjusted lines for Deputy Fire Marshal White to ensure new developments are not split between zones.
- **Medicare GADCS Report:** Assisted Billing Supervisor Massie by providing response data calculations and statistics for the FY23-24 period for GRFD and auto-aid partners.

- **Pima County GIS Fair:** Participated in the annual GIS Fair on November 20th at the Public Works Building downtown. The team showcased Golder Ranch GIS projects alongside auto-aid partner Northwest Fire District's Johanna Kraus. *(Photo attached)*
- **Battery Storage Permits:** Updated data for display on Mobile Data Terminals (MDTs) to reflect the latest months.
- **Wildland Training Maps:** Created over 40 maps for Paramedic Colby Jr. to support training exercises on map reading, compass use, and triangulation. *(Sample map attached)*





IT Systems Group Activities/Projects

- **Response Time Performance Analysis:**

Our IT team developed a custom software tool to automate the calculation of key performance metrics for emergency response times across service types, risk levels, and geographic areas. This tool saves significant time for GIS while ensuring data accuracy.

- **Printer Fleet Management:**

We are implementing HP Web Jetadmin to centrally manage printers and multifunction devices. This initiative will:

- Streamline toner and ink procurement.
- Proactively address maintenance needs to minimize downtime.
- Improve overall efficiency.

- **iPad Mobile Device Management:**

The IT team is enhancing the management of field iPads by:

- Troubleshooting device check-in issues within the mobile device management system.
- Rolling out **Shared iPad** configurations for secure, multi-user devices.
- Implementing **Assigned User** configurations for individually assigned devices.

These efforts aim to maximize the availability, security, and user experience of this critical mobility tool.

- **Next-Generation ePCR Device Rollout:**

Preparations are underway for the deployment of ePCR Panasonic G2 tablets. The team is:

- Developing a secure operating system image and user interface configuration.
- Ensuring the platform is reliable and user-friendly to support efficient workflows for field providers.

The IT department welcomes any questions about these initiatives. We appreciate the board's continued support of our technology projects to help GRFD work smarter and deliver exceptional service to the community.

Procurement and Fire Supply

- Continued with some housekeeping and site clean-up at our radio and network site at Robson Hill next to Station 372. Removed some equipment that has not been in use for several years and assisted with tuning-up radios with the SaddleBrooke Patrol and SaddleBrooke Radio Club who have a presence at this location as well.
- Elevator keys are being distributed to all front-line engines and ambulances. These keys will allow crews to control or “take over” an elevator at any given location. Although these will be infrequently used, it is good to know that the department can have the ability to use elevators exclusively during times of fire or EMS emergencies.

Community and Media Relations

Community and Media Relations Supervisor – Lydia Camarillo

Events:

- 1 Station Tour at 375
- 1 Station Tour at 370
- 1 Station Tour at 380
- 1 Ride Along at Station 375
- 1 Ride Along at Station 379
- Quail Ridge Blood Pressure
- Regional PIO meeting
- Oro Valley State of the Town
- Rockin' 4 Heroes Event with more than 1,000 attendees

- IMPACT Anniversary event
- Arizona Heroes Memorial
- KOLD and KGUN 9 news stories on LUCAS devices with Division Chief Jason Taylor
- KVOA story on Sibling Reunion Picnic

Community Presence:

- 3 community alerts through social media platforms on hiker rescue on 50-Year Trail at Catalina State Park
- Community alert on candle centerpiece left unattended in SaddleBrooke
- Press release informing community and media of LUCAS devices now on every single Golder Ranch Fire ambulance along with 3 social media posts detailing addition of device
- Highlighted the arrival of our two new ambulances
- Employee Spotlight of Fleet Maintenance Technicians Eddie Dicochea and Phil Cantua's involvement in the Arizona Fire Service Mechanics Association
- Employee Spotlight of Paramedic Dominic Rhodes newest family member
- Employee Spotlight of paramedic graduation and board meeting moments
- Becky Steinbecker attending Pima County GIS Fair
- Employee Spotlight of Stations 375 and 377 recognitions from Banner University Medical Center for exceptional care of patients experiencing stroke symptoms
- Behind the scenes look at LUCAS device stories with KOLD and KGUN 9
- District's 47th birthday graphic
- Oro Valley Chamber's State of the Town
- Happy Thanksgiving picture of 380 C Shift
- Promotion of Rockin' 4 Heroes event
- Promotion of Aviva Children's Services Toy Drive
- Photos and videos shared throughout online platforms of Rockin' 4 Heroes event
- IMPACT Anniversary Event
- Arizona Heroes Memorial Ribbon Cutting
- Recognition of Veterans Day and Thanksgiving
- Sibling Reunion Picnic community partnership
- Now Hiring graphic for Community Resource Technician and Human Resources Generalist
- Holiday Cooking Safety video with Deputy Chief Jeremy Hilderbrand
- 6 Thanksgiving safety social media posts

Social Media Metrics

Facebook

- Profile Visits 4,900
- Posts 70
- User Reach 43,270

Instagram

- Profile Visits 1,361
- Content 70
- User Reach 76,125

Twitter

- Profile Visits 163
- Posts Published 27
- Impressions 13,212

Upcoming Initiatives:

- Oro Valley Tree Lighting Ceremony on December 7th
- Player's Pub Toy Drive on December 7th
- Shop with a Firefighter on December 12th
- Holiday safety PSA's continue to roll out in December
- New slides and communication opportunities on Dashboard







GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

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

MTG. DATE: December 17, 2024

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:

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

RECOMMENDED MOTION

No motion is necessary for this agenda item.



EMS & FIRE RESPONSE DIVISION REPORT

Assistant Chief Chris Grissom

November 2024

Assistant Chief's Activities

- It has been exciting to see our team embracing the "Community First" philosophy, with numerous employees actively participating in events across the district. These efforts highlight the strong connection between our organization and the community we serve.
- I am incredibly proud to announce that the CAAS Panel of Commissioners has officially conferred a three-year accreditation. This achievement, led by Chief Wilson, reflects the dedication and hard work of everyone involved. Congratulations to all who contributed to this success.
- Our training staff continues to excel, offering a wide range of classes designed to support firefighters in their professional development and prepare them for future promotional opportunities.
- I am pleased to welcome Engineer Albert Ortiz to the training cadre and congratulate Captain Adin de Masi on stepping into the EC role starting in January.
- I remain deeply impressed by the men and women in Operations. Their commitment has resulted in improved response times, and their performance during recent challenging emergencies has been outstanding. Keep up the great work!

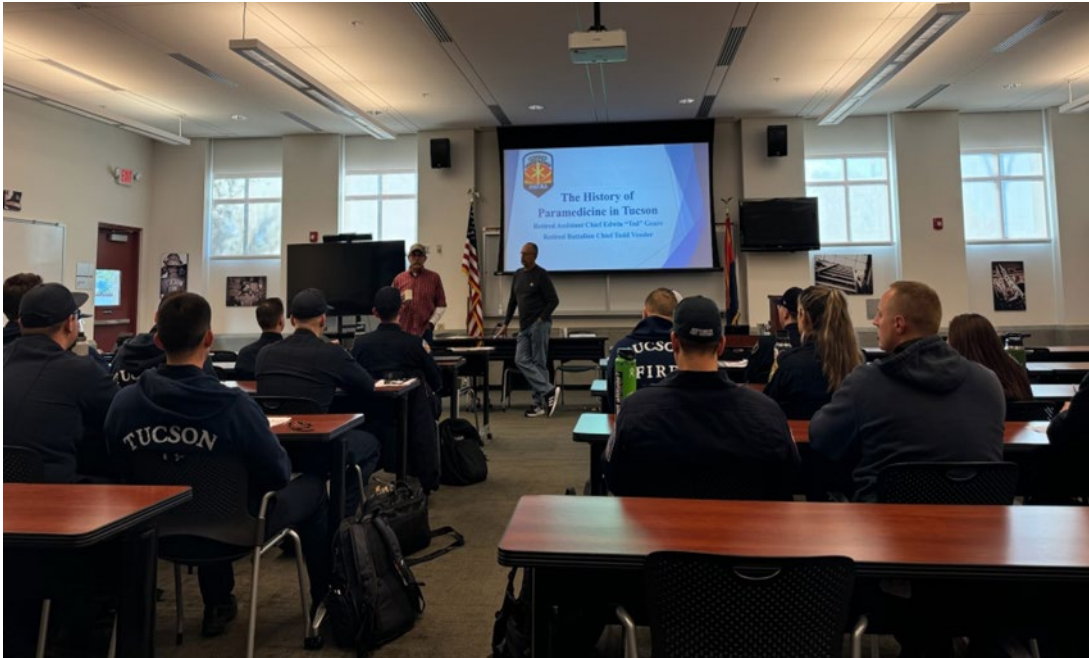
EMS

EMS Training

- Congratulations to Casaundra Kane, Cody Ayon, and Gracyn Wagner on their graduation from the Pima College Paramedic Program. Thank you for the dedication to your professional development.



- The EMS Division participated in the regional paramedic transition class. In this class our recent paramedic graduates learn regional protocols, interact with the medical direction team, and learn regional documentation and compliance standards.



- After regional paramedic transition class, our paramedic graduates participated in a short Jumpstart class to learn GRFD specific expectations, meet with GRFD leadership, and cover additional equipment and apparatus topics.
- Our new paramedics began their fifteen precepting shifts. In these shifts they demonstrate their foundational knowledge, skills, and abilities achieved in the paramedic program as well as the regional and district training that followed.
- The EMS Division posted recruitment for the next paramedic program slated to begin in February 2025. We look forward to supporting the growth and development of more of our firefighters with this opportunity.

EMS Team

- CAAS site visit was completed on November 4th and 5th. The evaluators were very impressed with our facilities, ambulances, equipment, and processes, but they were most impressed by our amazing people from every department and division. The evaluators had no recommendations, and we received a perfect score on the evaluation. Thank you to everyone that interacted and spent time with the evaluators.

- Banner University Medical Center recognized several of our providers on their outstanding care and treatment of patients experiencing life threatening strokes. Last month we visited and recognized Captain Jeremy Rinder, Engineer Graham Ludewig, Paramedics Daniel Wallace and Cory Wellman, and Firefighters Chris Childress and Alexander Gerber.



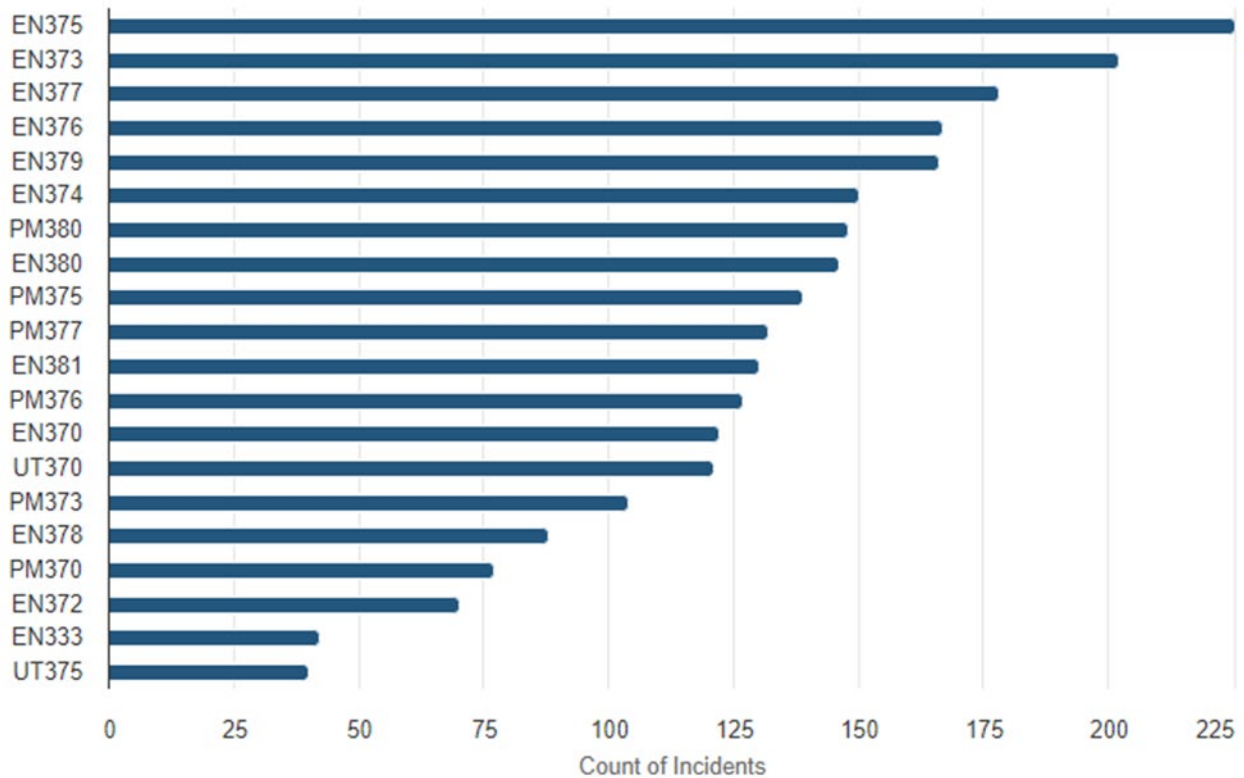
- Captains Adin De Masi, Rene Sanchez, and Tobin Johnson successfully completed interviews for Shift EC. Captain De Masi will assume the C shift EC assignment in January. Captain Sanchez and Captain Johnson will remain on a list for future vacancies.
- GRFD Logistics delivered our two new ambulances. We expect to get these in service in January 2025.



- The Division met with our local Stryker representative, along with members of their finance team and our Finance director. We currently have several leases in various stages of maturity. We were able to consolidate our equipment into two leases for power stretcher and loader systems, provide for more clear budgeting expectations, and set ourselves up for more flexibility when these new agreements mature. This new agreement will include the two new systems for our new ambulances.
- EMS Captains continue to monitor the Narcotics process and perform the required monthly audits.
- Continued collaboration with all hospital partners and EMS agencies.
- Meetings with Medical Direction group on programs, trainings and Quality Improvement.

Incidents by EMS Unit (Top 20)

Nov 01, 2024 12:00 AM to Nov 30, 2024 11:59 PM



Pipes & Drums and Honor Guard

Honor Guard monthly operations report for November:

- **We had 1 expenditure this month:** Rebecca's alterations: 1 HG uniform cleaning.
Monthly Total: \$25.95
- District credit card and Honor Guard budget is balanced.

Honor Guard participated in four events for the month of November:

- Nov. 9th - "OVCN veterans"- (Rhein, Thomas, Colby, Steele)
- Nov. 10th - "Rockin for Hero's"- (Colby, Steele, Hoffman, Thomas)
- Nov. 14th - "Monthly HG meeting"- (Full team)
- Nov. 16th- "AZ Hero Memorial"- (Hoffman, Steele, Unger)

Pipes and Drums had 1 expense for the month of November \$155 - new hats for members

Pipes and Drums participated in several events:

- Nov. 9th - OVCN Veteran's Event - Ellis
- Nov 10th Rockin for Heroes - Lundeberg, Ellis, Gamez, Holzhauser

- Nov 14th- Honor Guard meeting
- Nov 10th- AZ Heroes Memorial- Lundeberg

Professional Development



Pumping and Aerial Operator Course

Courses/Training

- Offering Live Car Fire Training twice a day with many dates into the new year
- Regional High Rise Training
 - Being hosted by Tucson Fire District
 - Golder Ranch Fire District (GRFD) has instructors present every day of the drill
 - GRFD instructors: Dean Stevens, Steve White, Tobin Johnson, Adam Hastings, and Andrew Smith
 - Last day of training is scheduled for December 17, 2024
- Pumping and Aerial Operator Course I
 - Course is running November 11, 2024 through December 5, 2024
 - 8 students currently finishing the course
- Pumping and Aerial Operator Course II
 - Hosted entrance interviews
 - Course notifications were made
 - Course will run January 6, 2025 through January 31, 2025
 - 10 students expected to attend 2nd course
- Planning for Annual Hazardous Materials Training
- Preparing for Annual OSHA training in 2025
- Planning for upcoming 2025 Fire Officer course
 - Request for letter of interest will be coming out in the beginning of December



Pumping and Aerial Operator Course

24-01 Probationary Year

- Module I books will be due December 18, 2024
- Module II books will be due February 27, 2025
- Module I and II practical testing will take place March 4-6, 2025



Pumping and Aerial Operator Course

Miscellaneous

- Fire Fusion 2024 took place November 5-7, 2024 in Charleston, South Carolina
 - Sponsored two field personnel
- FDIC International 2025 will be April 7-12, 2025 in Indianapolis, Indiana
 - Sponsorship memo was published with a due date of November 27, 2024
- Collaborating with Tucson Fire Department on hose bed loads and configurations
- Worked on the CAAS accreditation

Car Seat Program

- Three car seat installs were done in the month of November

Special Operations

Training-

- In November, our GRFD Special Operations team participated in the monthly Regional TRT Drill, which took place at Caterpillar Proving grounds in Green Valley. Alongside our partners at TFD and NWFD, GRFD members participated in Trench Rescue training, utilizing a live trench. Trench rescue is a specialized rescue operation that involves digging a trapped worker out of a collapsed

trench by shoring up the sides of the trench. It's a subset of confined space rescue and is considered one of the most dangerous rescue operations.

- Crews throughout the district completed the annual GRFD HazMat Refresher. Crews completed the online portion on Vector Solutions and then participated in a live drill/Simulation at our Professional Development campus. Shout out to Captain Johnson, PM Rhodes, PM Ketterer, and FF Manny Garcia for successfully conducting the district wide FRO HazMat Refresher.

Calls-

- On November 2nd, 377 units with assistance from the 370 crew, were involved in a hiker rescue at the Catalina State Park. Patient was working on buffel grass mitigation when they began experiencing symptoms of dehydration and weakness. Patient was carried down by crews on a stokes basket. Patient was treated and released after further evaluation. Again, another seamless rescue involving our special operations and wildland teams.

Wildland

Recent Assignments-

- 1 CA OSC Prepo, Shop 2336- Waldorf, Kroger, Sparkman, Rhein. (11/6/2024-11/23)
- Currently Assigned-
 - No resources or equipment assigned out of district.

Training and Events-

- 11/7- After Action Review with Chief Rutherford, Captain Port, Captain Waldorf, and Battalion Chief Spanarella
- 11/1-10 - Team voted for the 2024 Firefighter of the Year
- 12/2-3 - GRFD Wildland Team Basic Land Navigation Class
- 12/11-12 - Team meeting, firefighter friendly
- 12/9-10 - S-131 at Northwest Fire District (NWFD)
- Jan/Feb - Pack test and Wildland refresher
- March - AWIMA
- April - S-211 and S-215

Incident Type Count Report

Date Range: From 11/1/2024 To 11/30/2024

Selected Station(s): 37*, 38*

Incident

<u>Type</u>	<u>Description</u>	<u>Count</u>	
Station: 370			
100 - Fire, other		6	0.35%
142 - Brush, or brush and grass mixture fire		2	0.12%
154 - Dumpster or other outside trash receptacle fire		1	0.06%
Total - Fires		9	6.47%
321 - EMS call, excluding vehicle accident with injury		50	2.89%
322 - Vehicle accident with injuries		2	0.12%
Total - Rescue & Emergency Medical Service Incidents		52	37.41%
500I - Investigate Fire, Now Out		1	0.06%
522 - Water or steam leak		1	0.06%
541S - Snake Call		20	1.16%
553 - Public service		8	0.46%
Total - Service Call		30	21.58%
651 - Smoke scare, odor of smoke		1	0.06%
Total - Good Intent Call		1	0.72%
744 - Detector activation, no fire - unintentional		11	0.64%
Total - Fals Alarm & False Call		11	7.91%
Incident Type is blanks		36	2.08%
Total - incident type left blank		36	25.90%
Total for Station		139	8.03%
Station: 372			
321 - EMS call, excluding vehicle accident with injury		6	0.35%
Total - Rescue & Emergency Medical Service Incidents		6	15.00%
541S - Snake Call		3	0.17%
553 - Public service		19	1.10%
Total - Service Call		22	55.00%
651 - Smoke scare, odor of smoke		1	0.06%
Total - Good Intent Call		1	2.50%
744 - Detector activation, no fire - unintentional		1	0.06%
Total - Fals Alarm & False Call		1	2.50%
Incident Type is blanks		10	0.58%
Total - incident type left blank		10	25.00%
Total for Station		40	2.31%
Station: 373			
321 - EMS call, excluding vehicle accident with injury		78	4.51%
322 - Vehicle accident with injuries		1	0.06%
Total - Rescue & Emergency Medical Service Incidents		79	32.92%
541S - Snake Call		29	1.68%
553 - Public service		77	4.45%

Incident

<u>Type</u>	<u>Description</u>	<u>Count</u>	
Station: 373 - (Continued)			
	Total - Service Call	106	44.17%
651 - Smoke scare, odor of smoke		1	0.06%
	Total - Good Intent Call	1	0.42%
744 - Detector activation, no fire - unintentional		5	0.29%
	Total - Fals Alarm & False Call	5	2.08%
Incident Type is blanks		49	2.83%
	Total - incident type left blank	49	20.42%
	Total for Station	240	13.87%
Station: 374			
321 - EMS call, excluding vehicle accident with injury		42	2.43%
322 - Vehicle accident with injuries		2	0.12%
	Total - Rescue & Emergency Medical Service Incidents	44	27.33%
411 - Gasoline or other flammable liquid spill		1	0.06%
	Total - Hazardous Conditions (No fire)	1	0.62%
541S - Snake Call		25	1.45%
553 - Public service		30	1.73%
	Total - Service Call	55	34.16%
651 - Smoke scare, odor of smoke		1	0.06%
	Total - Good Intent Call	1	0.62%
744 - Detector activation, no fire - unintentional		6	0.35%
	Total - Fals Alarm & False Call	6	3.73%
Incident Type is blanks		54	3.12%
	Total - incident type left blank	54	33.54%
	Total for Station	161	9.31%
Station: 375			
1 - Fire		1	0.06%
100 - Fire, other		1	0.06%
	Total - Fires	2	0.74%
321 - EMS call, excluding vehicle accident with injury		88	5.09%
322 - Vehicle accident with injuries		4	0.23%
	Total - Rescue & Emergency Medical Service Incidents	92	34.20%
412 - Gas leak (natural gas or LPG)		1	0.06%
	Total - Hazardous Conditions (No fire)	1	0.37%
541B - Bee Swarm/Removal		1	0.06%
541S - Snake Call		59	3.41%
553 - Public service		39	2.25%
	Total - Service Call	99	36.80%
651 - Smoke scare, odor of smoke		2	0.12%
	Total - Good Intent Call	2	0.74%
744 - Detector activation, no fire - unintentional		10	0.58%
	Total - Fals Alarm & False Call	10	3.72%
Incident Type is blanks		63	3.64%
	Total - incident type left blank	63	23.42%

Incident

Type	Description	Count	
Total for Station		269	15.55%
Station: 376			
1 - Fire		1	0.06%
Total - Fires		1	0.64%
321 - EMS call, excluding vehicle accident with injury		45	2.60%
322 - Vehicle accident with injuries		7	0.40%
Total - Rescue & Emergency Medical Service Incidents		52	33.12%
541B - Bee Swarm/Removal		1	0.06%
541S - Snake Call		46	2.66%
553 - Public service		17	0.98%
Total - Service Call		64	40.76%
651 - Smoke scare, odor of smoke		1	0.06%
Total - Good Intent Call		1	0.64%
744 - Detector activation, no fire - unintentional		10	0.58%
Total - Fals Alarm & False Call		10	6.37%
Incident Type is blanks		29	1.68%
Total - incident type left blank		29	18.47%
Total for Station		157	9.08%
Station: 377			
100 - Fire, other		3	0.17%
111 - Building fire		2	0.12%
Total - Fires		5	2.49%
321 - EMS call, excluding vehicle accident with injury		84	4.86%
322 - Vehicle accident with injuries		5	0.29%
Total - Rescue & Emergency Medical Service Incidents		89	44.28%
541S - Snake Call		23	1.33%
553 - Public service		8	0.46%
Total - Service Call		31	15.42%
744 - Detector activation, no fire - unintentional		12	0.69%
Total - Fals Alarm & False Call		12	5.97%
Incident Type is blanks		64	3.70%
Total - incident type left blank		64	31.84%
Total for Station		201	11.62%
Station: 378			
142 - Brush, or brush and grass mixture fire		1	0.06%
Total - Fires		1	0.95%
321 - EMS call, excluding vehicle accident with injury		12	0.69%
322 - Vehicle accident with injuries		3	0.17%
Total - Rescue & Emergency Medical Service Incidents		15	14.29%
541S - Snake Call		28	1.62%
553 - Public service		38	2.20%
Total - Service Call		66	62.86%
611T - Dispatch TEST call		2	0.12%
Total - Good Intent Call		2	1.90%

Incident

<u>Type</u>	<u>Description</u>	<u>Count</u>	
<u>Station: 378 - (Continued)</u>			
744 - Detector activation, no fire - unintentional		4	0.23%
Total - Fals Alarm & False Call		4	3.81%
Incident Type is blanks		17	0.98%
Total - incident type left blank		17	16.19%
Total for Station		105	6.07%
<u>Station: 379</u>			
100 - Fire, other		3	0.17%
131 - Passenger vehicle fire		1	0.06%
Total - Fires		4	1.94%
321 - EMS call, excluding vehicle accident with injury		82	4.74%
322 - Vehicle accident with injuries		3	0.17%
Total - Rescue & Emergency Medical Service Incidents		85	41.26%
541S - Snake Call		21	1.21%
553 - Public service		15	0.87%
Total - Service Call		36	17.48%
651 - Smoke scare, odor of smoke		2	0.12%
Total - Good Intent Call		2	0.97%
744 - Detector activation, no fire - unintentional		13	0.75%
Total - Fals Alarm & False Call		13	6.31%
Incident Type is blanks		66	3.82%
Total - incident type left blank		66	32.04%
Total for Station		206	11.91%
<u>Station: 380</u>			
1 - Fire		1	0.06%
131 - Passenger vehicle fire		1	0.06%
Total - Fires		2	0.94%
321 - EMS call, excluding vehicle accident with injury		92	5.32%
322 - Vehicle accident with injuries		10	0.58%
Total - Rescue & Emergency Medical Service Incidents		102	48.11%
541S - Snake Call		37	2.14%
553 - Public service		2	0.12%
Total - Service Call		39	18.40%
611T - Dispatch TEST call		2	0.12%
651 - Smoke scare, odor of smoke		1	0.06%
Total - Good Intent Call		3	1.42%
744 - Detector activation, no fire - unintentional		4	0.23%
Total - Fals Alarm & False Call		4	1.89%
Incident Type is blanks		62	3.58%
Total - incident type left blank		62	29.25%
Total for Station		212	12.25%
		1,730	100.00%



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATIONS FOR THE GOLDER RANCH FIRE DISTRICT GOVERNING BOARD POSITIONS OF CHAIRPERSON, VICE-CHAIRPERSON AND CLERK FOR A ONE-YEAR TERM FOR CALENDAR YEAR 2025

ITEM #: 8A

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

In accordance with the Golder Ranch Fire District Bylaws, Article III, the Board of Directors will elect officer positions for the upcoming 2025 calendar year. The current Bylaws state:

1. The Golder Ranch Fire District shall be administered by a Chairperson, Vice-Chairperson and Clerk.
2. Qualifications - Must be a member of the Golder Ranch Fire District Board.
3. Election - All Officers must be nominated by at least one Board Member and must be elected by a majority vote of the Board.
4. Term - All Officers shall serve for a term of one year and may be re-elected. The term of office shall be calculated from the first board meeting in January of each year.

A.R.S. §48-803(E) provides the statutory requirements for elected officer positions and indicates the Governing Board shall elect from its members a chairperson and a clerk. The Board may also elect a vice-chairperson and/or treasurer if they include a statement to that effect in the district Bylaws.

RECOMMENDED MOTION

Motion to nominate _____ as Chairperson of the Golder Ranch Fire District Governing Board.

Motion to nominate _____ as Vice-Chairperson of the Golder Ranch Fire District Governing Board.

Motion to nominate _____ as Clerk of the Golder Ranch Fire District Governing Board.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF A REPRESENTATIVE FROM THE GOLDER RANCH FIRE DISTRICT'S GOVERNING BOARD TO THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM'S LOCAL PENSION BOARD

ITEM #: 8B

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The statutory requirements for the Local Public Safety Personnel Pension Board as found in A.R.S. §38-847(A)(3) states that the local pension board shall be constituted as follows: for fire districts, *the chairperson of the fire district governing board or the chairperson's designee*, two members elected by secret ballot by members employed by the fire district and two citizens appointed by the chairperson of the fire district governing board, one of whom is a resident of the fire district and one of whom has experience in personnel administration but who is not required to be a resident of the fire district.

RECOMMENDED MOTION

Motion to appoint _____ as Chairperson of the Golder Ranch Fire District's Public Safety Personnel Retirement System Local Pension Board in pursuant to A.R.S. §38-847(A)(3).



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Wally Vette, GRFD Governing Board Vice-Chairperson & GRFD PSPRS Local Pension Board Chairperson

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT OF TWO CITIZEN MEMBERS, ONE A RESIDENT OF THE FIRE DISTRICT AND THE OTHER WITH EXPERIENCE IN PERSONNEL ADMINISTRATION TO THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM'S LOCAL PENSION BOARD

ITEM #: 8C

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The statutory requirements for the Local Public Safety Personnel Pension Board as found in A.R.S. §38-847(A)(3) states that the local pension board shall be constituted as follows: for fire districts, the chairperson of the fire district governing board or the chairperson's designee, two members elected by secret ballot by members employed by the fire district and two citizens appointed by the chairperson of the fire district governing board, **one of whom is a resident of the fire district** and one of whom has experience in personnel administration but who is not required to be a resident of the fire district.

RECOMMENDED MOTION

Motion to appoint Lee Mayes (resident of Golder Ranch Fire District) and Allison Delong (who has experience in personnel administration) as citizen members of the Golder Ranch Fire District's Public Safety Personnel Retirement System Local Pension Board pursuant to A.R.S. §38-847(A)(3).



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Eric Perry, Assistant Chief

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL/SIGNING OF A
CONTRACT FOR WEBSITE DESIGN AND HOSTING

ITEM #: 8D

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The district has selected the company Anchorwave to redesign our current website in order to make it more engaging, informative, and useful for our community. This contract is for the design services as well as a monthly hosting agreement for twelve months. This contract will be paid through previously budgeted O&M funds and does not require any other funding source.

RECOMMENDED MOTION

Move to approve the Anchorwave contract as presented.



anchorwave
evolve. grow. succeed.

Golder Ranch Fire District

MarketingHub & Strategy Agreement

10 / 17 / 2024

Exhibit A Services

MarketingHub is a unique, lead-focused, trust-building website guaranteed to increase customer activity. The specifics of what is included in your website project are listed below.

MarketingHub Core On-Site Strategies	Investment
<p>MarketingHub Framework 7 Core Strategic Pages: Home, Services, About, Why Us, Reviews, Blog & Contact</p>	Included
<p>Brand Identity Creation:</p> <ul style="list-style-type: none"> - Guided Branding Session - Brand Board <i>with</i> PDF Guide + Brand Assets to use in other marketing! - Photography Session (<i>if in Tucson</i>) or Customized Shot List + Stock Image Library 	Included
<p>Persona-based Conversion Copy:</p> <p>All Copywriting completed by copywriting experts and written for your specific audience and in your brand voice. Includes:</p> <ul style="list-style-type: none"> - Persona & Strategy Interview - Keyword Research 	Included
<p>Strategic Engagement Loops:</p> <ul style="list-style-type: none"> - Lead Magnet Downloadable (1 page) - CRM Integration for approved CRMs 	Included
<p>Supporting Evidence:</p> <p>Includes appropriate supporting evidence for your industry, which can include: Examples of Work, Featured Reviews, Text/Video Testimonials & Trust Symbols</p>	Included
<p>Accessibility Integrations:</p> <ul style="list-style-type: none"> - Web for All Accessibility Widget - Image Alt Tags 	Included
<p>Search Engine Optimization:</p> <ul style="list-style-type: none"> - Blog/Resources Area - Keyword-Rich Copy with Geo Specific Inclusion & Proper Technical Implementation - Image Alt Tags with Keywords - Embedded Google Maps - Analytics Setup + Reporting Pulled to your Site Dashboard 	Included

MarketingHub Core Value \$10,997.00

MarketingHub Extensions & Additions On-Site Add-Ons	QTY	Investment	Subtotal
Additional MarketingHub Pages Additional pages outside of the core 7 pages. Each page includes copywriting.	17	\$349.00	\$5,933.00
Custom Forms Gravity forms with auto confirmation to user	15	\$230.6666	\$3,460.00

Extensions & Add On Value \$9,393.00

Hosting & Tech Support Membership On-Site Hosting, Management and Support	Investment
<p>Wave + Limited Warranty Membership</p> <p>This Warranty Membership goes way beyond hosting & support. Wave+ includes:</p> <ul style="list-style-type: none"> - Managed Hosting Monitored by our Webmasters - Security Certificate Installation & Maintenance - 30 Days of Site Backups - Malware Protection and Removal Coverage - Wordpress Version Updates - PHP (Platform) Updates - Theme & Builder Updates & Licensing - <u>Diagnostic and Technical Support Coverage:</u> <i>You never have to worry about paying for technical errors or outdated technology!*</i> - <u>Content Management Training:</u> <i>Learn how to add new copy or images to your site!</i> <p><i>*Only available until 5 years from initial build date.</i></p>	<p>\$184 / month <i>begins at launch</i></p>

_____ I understand that my hosting and technical support program, Wave +, will begin at the launch of the site and will be billed at \$184/mo.

Summary of Investment

Our goal is to provide convenient options for businesses of all sizes to get the right marketing foundation!

Select Your Investment Option	Payment Schedule
<input checked="" type="radio"/> Upfront - Best Deal By investing upfront, you save 10%!	Total Before Discount: \$20,390 Discount Total: \$2,039 Total Due Today: \$18,351
<input type="radio"/> Monthly Investment 50% Down + 12 easy monthly installments	Due Today: \$10,195 Monthly (12 payments): \$849.58

_____ I understand that the scope of this project is limited to what is included in this contract, and if anything additional is requested it will be billable.

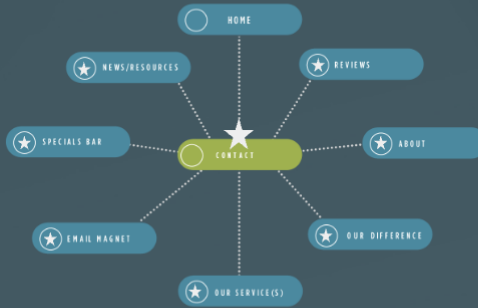
MarketingHub SiteMap



Your Sitemap With The MARKETINHUB Framework

7 Core Framework Pages (BLUE)
 15 Forms (yellow)
 17 Additional Pages (white)

Total Pages: 39



Contact
 +Fire Permit Q's

Home

About

- + History
- +About the Chief
- +Admin/Senior Chiefs
- +Strategic Plan /Assessments

Our Difference

- +Careers

Community Services +Programs

- +Public Records
- +BLS H₂O CPR
- +First Aid CPR
- +Car Seat Safety
- +Fire Extinguisher Training
- +Lock Box
- +Home Safety Assessment
- +Community Safety Presentation
- +Smoke Alarm
- +Senior Safety
- +General Safety

- +Fire Station Tours
- +School Programs

+Fire Code/ Permits

- +Commercial Inspections
- +Knox Box
- +Fire Code Amendments
- +Building Permit
- +Burn Permit

Resources

- +Membership FAQ
- +Ambulance Billing FAQ
- +General FAQ

Governing Board and Financials

- +EMS Billing
- +EMS Membership
- +EMS Renewal



Enrollment Information

Company Information	
Full Company Name	Golder Ranch Fire District
Existing Site or Future Domain	https://grfdaz.gov

Billing Information	
Billing Company	Golder Ranch Fire District
Billing Address	1600 E. Hanley Boulevard
City	Oro Valley
State	Arizona
Zip Code	85737
Accounting Email	billing@grfdaz.gov

Service Contact	
Name	Eric Perry, Assistant Chief of Community Risk Reduction
Email	eperry@grfdaz.gov
Phone	520-825-9001

Your personal Project Coordinator coordinates and communicates with a team of designers, developers and copywriters to facilitate a final product that produces results. The Project Coordinators follow the MarketingHub process developed by our team. The process is a streamlined 10-step process. We shoot for a 12 week process. That said, each step requires some level of participation or approval from you to move forward. To increase turn around time please communicate revisions efficiently and succinctly.

_____I understand that the rate of which I approve and provide feedback on Anchor Wave's work will affect the timeline for the final deliverable and launch of the website.

Web Services Agreement

THIS AGREEMENT is entered into on 10 / 17 / 2024, by and between ANCHOR WAVE DIGITAL MARKETING AGENCY, L.L.C., an Arizona limited liability company, ("Anchor Wave"), and Golden Ranch Fire District, hereinafter known as ("Client") (collectively hereinafter "Party" or "Parties").

RECITALS Anchor Wave is in the business of creating custom website designs, providing web hosting, internet marketing, ongoing maintenance and related services. Client wishes to utilize the services of Anchor Wave for this purpose as well as for other related services as set forth below.

TERMS OF THE AGREEMENT

In consideration of the foregoing and the mutual promises contained herein, Anchor Wave and Client agree as follows:

- 1. Engagement of and Payment to Anchor Wave.** Client hereby agrees to engage and pay Anchor Wave for the services to be provided as set forth in Exhibit A ("Services") which is attached hereto and is incorporated herein by this reference. All payment shall be due and payable within 30 days of the date of Anchor Wave's invoice. Past due payments shall bear interest at the rate of 1.5% per month starting 30 days from the due date.
- 2. Property Rights.** Upon final payment of the Services, ownership of the completed assembled website including website design, graphics, text, and the html source code, shall be transferred to Client. Rights to stock photographs, other source codes and plugin licenses are specifically not transferred to Client, and remain the property of their respective owners.
- 3. Warranties and Representations.** Client acknowledges and agrees that Anchor Wave has no control of changing external economic and social factors that can affect Client's business, and that any of the services and products that Anchor Wave provides cannot and will not guarantee that Client's sales, revenue, income, or business activity will increase. Client further acknowledges and agrees that Anchor Wave has made no representations or guarantees that any Services provided by Anchor Wave will improve Client's ranking or placement on any internet search engine.
- 4. Start and Completion of Services.** Client acknowledges that Anchor Wave's start and completion of the Services are dependent upon Client providing materials including but not limited to text, images, videos, and any special input and instructions regarding said content, (collectively, "Content"), including timely approvals from Client. Client agrees to provide Anchor Wave with all Content needed to complete the Services within thirty (30) days of any request from Anchor Wave. Any delay by Client will affect the completion of the Services. In the event that Client does not timely provide Anchor Wave with the requested Content, Client agrees that Anchor Wave may use filler content of Anchor Wave's choosing to complete the Services. In the event of any such delay by Client, Client agrees to be responsible for Anchor Wave's fees and any additional costs incurred for any additional work required to be done by Anchor Wave. All additional work necessitated by Client's delay shall be billed at the current hourly rate. Client acknowledges that Anchor Wave is not responsible and agrees to hold Anchor Wave harmless for any delays or damages resulting from Client's failure to make such submissions in a timely manner.
- 5. Meetings and Approvals.** Client agrees to meet with Anchor Wave as required by Anchor Wave until the project is completed. Milestone approvals and sign-offs must be responded to within dates specified by Anchor Wave. A non-response by Client to a

requested approval or sign-off shall constitute that milestone or sign-off is approved by Client.

6. **Changes/Additions to Agreed upon Services.** In the event Client wishes to make changes to any work by Anchor Wave that has already been approved and accepted by Client including, but not limited to, design, graphics, text, layout of a site, SEO or campaign strategy, or, if in the opinion of Anchor Wave, any item of work requested by Client is not within the scope of Exhibit A, Client agrees to pay Anchor Wave at the current hourly rate in addition to any costs incurred by Anchor Wave.

7. **Electronic Commerce.** Client understands and acknowledges that from time to time, that State, Federal, and local laws and regulations may change, to include taxes, assessments, tariffs and levies which pertain to internet electric commerce. Client agrees that Client is solely responsible for compliance with any and all laws and regulations and is responsible for all taxes, assessments, tariffs, and levies.

8. **Assignment of Project.** Anchor Wave reserves the right to assign subcontractors to this project. At the sole discretion of Anchor Wave, work produced by subcontractors may be protected under signed confidentiality agreements and shall remain the property of Anchor Wave.

9. **Conditions Affecting Performance.** Certain conditions beyond the control of Anchor Wave may affect Anchor Wave's ability to perform obligations provided for under this Agreement. These conditions may include, but are not limited to, labor shortages, internet outages, change in supported technologies, Acts of God or circumstances or causes beyond the control of Anchor Wave. Anchor Wave shall not be liable for and Client agrees to hold Anchor Wave harmless for any delays, cancellations, or terminations that result in damages of any kind to Client as the result of any such conditions or circumstances.

10. **Cancellation.** Either Anchor Wave or Client may cancel this Agreement **after a minimum of a 12 month term** by providing written Notice of the intent to do so. In terms of Client's cancellation, the notice of cancellation must specifically instruct Anchor Wave to cease all further work. If the terms of service are monthly, **notice of cancellation requires a 30 day window for deboard.** Client will be liable for all work performed up to the date that the notice of cancellation is sent by or received by Anchor Wave. Any work which has not been previously billed by Anchor Wave shall be billed at the current hourly rate. Any such work together with work that has been previously billed, and not as yet paid, shall be deducted from any outstanding deposits given by Client. In the event Client elects to cancel this Agreement after Anchor Wave has commenced work on the project, any deposits made by Client shall be deemed to be non-refundable.

11. **Use of Clients Materials.** Should Anchor Wave, upon Client's written request, verbal instruction or delivery of materials, utilize Client's materials which may include, but are not limited to, photographs, text, software, code, copyrighted material and/or materials that may be owned by third parties ("Client's Materials"), Client acknowledges and agrees that neither Anchor Wave nor its employees, agents or anyone acting on its behalf have made any representation to Client regarding Client's entitlement to use Client's Materials. Client acknowledges and agrees that Client has relied on its own investigation to establish whether Client is entitled to use Client's Materials. Client agrees to defend, indemnify and hold Anchor Wave, its employees, agents or anyone acting on its behalf harmless from any and all claims of any kind including, but not limited to, all lawsuits for damages, royalties, penalties, interest, legal fees, expert fees and court costs of any kind ("Claims") arising out of, related to, or alleged to arise out of or relate to any use of Client's Materials unless such Claims are due to Anchor Wave's gross negligence or intentional misconduct.

12. **Americans with Disabilities Act Compliance and other Laws.** Unless specifically set forth in Exhibit A, Anchor Wave does not guarantee that its website designs, web hosting, internet marketing, ongoing maintenance and related services will ensure Client's compliance with the Americans with Disabilities Act ("ADA"), General Data Protection Regulation ("GDPR") and other

content accessibility and/or data privacy guidelines ("Compliance Related Services"). Compliance Related Services are specialized services that Anchor Wave does offer for a fee, but it is not part of the general services provided. Due to complexities in the law and the ever changing landscape of online advertising and communication, Anchor Wave makes no guarantee that its services will ensure Client's 100% compliance with the ADA, GDPR and other Federal and State laws. For this reason, Client agrees that Anchor Wave shall not be responsible for any claims and/or damages of any kind suffered by Client as a result of Client's non-compliance with the ADA, GDPR and other Federal and State laws.

13. **No Hire of Employees/Subcontractors.** Client agrees that Client shall not solicit in an attempt to hire, hire or contract directly with any employee employed by Anchor Wave nor any independent contractor who provides service for Anchor Wave for the same or similar services provided by Anchor Wave.

14. **Final Product Testing.** Client agrees that Client shall test the functionality of any website created by Anchor Wave to ensure that it is working pursuant to the Client's needs before it is used for Client's business or other related purposes. If Client discovers that any website is not functioning properly, Client shall immediately notify Anchor Wave in writing. Client agrees that if Client fails to test the functionality of any website and suffers damages as a result, Client shall hold Anchor Wave harmless from any and all damages of any kind suffered by Client.

15. **Attorney's Fees, Costs, Venue and Governing Law.** In the event any dispute arising between the Parties results in the filing of a lawsuit, the prevailing party, as determined by a Court of competent jurisdiction, shall be entitled to an award of its reasonable attorney's fees and taxable costs. Venue for all disputes related to or arising out of this Agreement is proper only in Pima County, Arizona. This Agreement shall be governed by the laws of the State of Arizona.

16. **Mediation.** Before any lawsuit is filed, the Parties to this Agreement must engage in a total of four (4) hours of mediation unless the Parties agree in writing otherwise. If the mediator cannot be agreed upon by the Parties, then each Party will select one mediator and those mediators shall agree upon one mediator to preside over the matter. The presiding mediator's fees shall be split equally between the Parties.

Karrie Garzelloni

12/17/2024

10 / 17 / 2024

Vicki Cox Golder

Karrie Garzelloni

Golder Ranch Fire District

Anchor Wave Digital Marketing Agency



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Dave Christian, Finance Director

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION OF WIRE TRANSFER SCHEDULE FROM PIMA COUNTY
TREASURER'S OFFICE FOR THE GENERAL FUND ACCOUNT

ITEM #: 8E

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

The District has used 'Warrant' checks to transfer funds from the Pima County Treasurer's account. These warrant checks have become problematic for JP Morgan Chase bank to release funds in a timely manner. As such, we would like to schedule a bi-monthly transfer of the Districts O&M monthly cash needs. This schedule will permit the District to keep sufficient operation cash in the Chase accounts while maximizing the interest earnings on the state investment pool. The schedule is based on total projected cash needs for the remainder of the fiscal year. Bonded CIP funds will still require a periodic warrant check.

RECOMMENDED MOTION

No action required.



GOLDER RANCH FIRE DISTRICT

www.grfdaz.gov

December 17, 2024

Please sign below acknowledging and authorizing the SCHEDULED transfers from Pima County Treasury General Fund account to Chase Bank O&M account for FY2024/2025

Wire Request Date	Amount	Authorized Signature	Print Name
07/01/2024	1,875,000		
07/15/2024	1,875,000		
08/01/2024	1,875,000		
08/15/2024	1,875,000		
09/03/2024	1,875,000		
09/16/2024	1,875,000		
10/01/2024	1,875,000		
10/15/2024	1,875,000		
11/1/2024	1,875,000		
11/15/2024	1,875,000		
12/02/2024	1,875,000		
12/16/2024	1,875,000		
01/02/2025	1,875,000		
01/16/2025	1,875,000		
02/01/2025	1,875,000		
02/15/2025	1,875,000		
03/01/2025	1,875,000		
03/15/2025	1,875,000		
04/01/2025	1,875,000		
04/15/2025	1,875,000		
05/01/2025	1,875,000		
05/15/2025	1,875,000		
06/02/2025	1,875,000		
06/17/2025	<u>1,875,000</u>		
Total	45,000,000		

Additional cash requirements will be authorized by individual warrant checks.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Chris Grissom – Assistant Chief of EMS and Fire Response

MTG. DATE: December 17, 2024

SUBJECT: DISCUSSION AND ACTION REGARDING A SETTLEMENT AGREEMENT WITH THE OFFICE OF INSPECTOR GENERAL

ITEM #: 8F

REQUIRED ACTION: Discussion Only Formal Motion Resolution

RECOMMENDED ACTION: Approve Conditional Approval Deny

SUPPORTED BY: Staff Fire Chief Legal Review

BACKGROUND

Golder Ranch Fire District (GRFD) submitted a self-disclosure to the Office of Inspector General (OIG) regarding Ambulance overpayments involving services provided between September 2023 and March 2024. This resulted in claims to Medicare, Medicaid, and the Veteran's Administration that were inaccurately represented. To resolve potential civil monetary penalties, GRFD agreed on a settlement agreement requiring a payment of \$41,481.93, including \$27,654.62 in restitution. The agreement, pending Board approval, ensures GRFD's release from related claims upon payment and demonstrates a commitment to compliance. Approval is recommended to close this matter and move forward effectively.

RECOMMENDED MOTION

Motion to authorize Chair Vicki Cox Golder to sign the settlement agreement with the Office of Inspector General on behalf of Golder Ranch Fire District.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Dave Christian, Finance Director

MTG. DATE: December 17, 2024

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

ITEM #: 8G

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 11/1/2024 Through 11/30/2024

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	4,032,634.58	4,356,566.09	323,931.51	17,017,647.30	16,792,864.36	(224,782.94)
6000	Supplies/Consumables	49,216.54	154,436.00	105,219.46	468,535.91	780,430.00	311,894.09
6500	Vehicle / Equipment Expense	22,556.93	101,891.00	79,334.07	258,707.68	512,955.00	254,247.32
6750	Utilities / Communications	36,492.06	44,227.00	7,734.94	225,545.17	221,135.00	(4,410.17)
7000	Professional Services	106,000.68	125,618.00	19,617.32	626,985.14	710,790.00	83,804.86
7500	Dues/Subscriptions/Maint. Fees	12,902.56	73,587.00	60,684.44	475,473.55	385,125.00	(90,348.55)
7750	Insurance	(266.50)	0.00	266.50	122,211.98	117,600.00	(4,611.98)
8000	Repairs / Maintenance	25,150.34	62,195.00	37,044.66	210,078.29	316,025.00	105,946.71
9000	Debt Service	1,079.73	21.00	(1,058.73)	119,564.36	102,119.00	(17,445.36)
9500	Capital Outlay	68,462.97	248,554.00	180,091.03	1,029,942.04	1,114,770.00	84,827.96
Report Difference		(4,354,229.89)	(5,167,095.09)	812,865.20	(20,554,691.42)	(21,053,813.36)	499,121.94



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: December 17, 2024

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

MTG. DATE: December 17, 2024

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.