

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
PUBLIC NOTICE AND AGENDA
Tuesday, April 15, 2025, 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, April 15, 2025**. 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 items raised in the Call to the Public, which are not on the agenda due to restrictions of the Open Meeting Law; however, individual members of the Board are permitted to respond to criticism directed to them. Otherwise, the Board may direct staff to review the matter or that the matter be placed on a future agenda.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- YEARS OF SERVICE
 - ADIN de MASI, CAPTAIN-15 YEARS
 - JOHNNY MILLER, ENGINEER- 15 YEARS
 - JEREMY RINDER, CAPTAIN- 15 YEARS

B. PRESENTATION OF THE COMMUNITY RESOURCE TECHNICIAN (CRT) PROGRAM

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- MARCH 18, 2025, REGULAR SESSION



- B. APPROVE AND ADOPT THE BACKUP AMBULANCE COVERAGE INTERGOVERNMENTAL AGREEMENT BETWEEN NORTHWEST FIRE DISTRICT AND GOLDER RANCH FIRE DISTRICT

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 PREVENTION

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

- UPDATES ON THE FOLLOWING AREAS:
 - STRATEGIC COMMUNICATIONS
 - FACILITIES MAINTENANCE
 - FLEET
 - HEALTH & SAFETY
 - 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
 - HONOR GUARD/PIPES AND DRUMS
 - PROFESSIONAL DEVELOPMENT
 - PROJECT MANAGEMENT
 - SPECIAL OPERATIONS
 - WILDLAND



8. REGULAR BUSINESS

- A. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF FIRE CHIEF BRANDHUBER'S EMPLOYMENT INCLUDING ANNUAL PERFORMANCE REVIEW

NOTE: THE CHAIRPERSON WILL CONFIRM CHIEF BRANDHUBER RECEIVED NOT LESS THAN 24 HOURS WRITTEN NOTICE OF THE EXECUTIVE SESSION

- B. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE FIRE CHIEF'S CONTRACT

NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO A.R.S. §38-431.03.C.

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

9. FUTURE AGENDA ITEMS

This provides an opportunity for the Board to direct staff to include items on future agendas for further consideration and decision at a later date or to further study the matter.

- Regularly scheduled meeting – May 20, 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 4/09/2025 at 9:00 a.m.





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: April 15, 2025

SUBJECT: Fire Board Reports

ITEM #: 3

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

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

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: April 15, 2025

SUBJECT: Call to the Public

ITEM #: 4

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

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

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: April 15, 2025

SUBJECT: PRESENTATION OF PERSONNEL

ITEM #: 5A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

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

- YEARS OF SERVICE
 - Adin de Masi- EMS Captain- 15 Years
 - Johnny Miller, Engineer- 15 Years
 - Jeremy Rinder, Captain- 15 Years

RECOMMENDED MOTION

No motion required for this agenda item.

EMPLOYEE RECOGNITION

Employee Name: Adin De Masi

Date of Hire:

Current Position: Captain

Reason for Recognition: 15 Years of Service

Prepared by: Jason Taylor

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

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

Please return to Human Resources via email by the 25th of the month, prior to the Board Meeting.

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

- **GRFD CAREER HISTORY:**

Hired April 5, 2010.

Probationary year at 374 C

Moved to Station 370 in 2012.

Spent the next 10 years at 377 on Special Ops on various shifts.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

Started on TRT team 370 in December 2012.

Became a medic in January 2016.

Became a Haz Tech in 2016.

Became CIHP Paramedic in 2019.

Became GRFD PFT in 2023

Promoted to captain in October 2023.

Started as EMS- Captain on C shift in January of 2025

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

Adin used to be a professional artist and spent time as an adjunct professor at University of Arizona.

Now Adin is basically a master chef and enjoys making tasty exotic dishes for the fire crews. He can often be found lifting heavy things for fun. He spends his off-duty time doing jigsaw puzzles with his wife, yelling at his dogs and training his two sons how to take out the garbage or do the dishes.



EMPLOYEE RECOGNITION

Employee Name: Johnny Miller

Date of Hire: 04/05/2010

Current Position: Engineer

Reason for Recognition: Years of service



Prepared by:

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

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

Please return to Human Resources via email by the 25th of the month, prior to the Board Meeting.

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

- **GRFD CAREER HISTORY:**
Firefighter for 12 years.
Engineer for 3 years.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**
Member of the honor guard for 10 years
Honor guard command for 8 years.
Member of TLO (Threat Liaison Officer)

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

EMPLOYEE RECOGNITION

Employee Name: Jeremy Rinder

Date of Hire: 4/5/10

Current Position: Captain

Reason for Recognition: Years of Service

Prepared by: Adam Hastings

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



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

Please return to Human Resources via email by the 25th of the month, prior to the Board Meeting.

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

- **GRFD CAREER HISTORY:**

- Began his fire service career in 2008 with the Avra Valley Fire District, giving him 18 years of fire service experience.
- Was hired by the Golder Ranch Fire District in April of 2010, giving him 15 years of fire service experience.
- Promoted to the rank of Engineer in 2014.
- Joined the Special Operations Team in 2018.
- Promoted to the rank of Captain in 2021.

Above and beyond Jeremy's basic job descriptions, he has been a part of the following:

- Assisted with Engineer promotional processes.
- Actively participated in the Apparatus Committee.
- Served as an instructor for both fire and special operations classes, in district and regionally.

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

- Fire Chief's Letter of Commendation in 2013
- Firefighter of the Year in 2015

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

Jeremy is an invaluable member of the Golder Ranch Fire District and not only cares about his job, but the people around him. He is a highly intelligent person that is committed to preparing the future of the organization, whether that be through his knowledge in apparatus, or through training and mentoring the people around him.

I have had the privilege of watching him interact with his crew and observing his desire to empower the people he is responsible for, so they can learn, grow, and succeed in their respective futures. Jeremy truly understands that everything we have around us in the fire service is on loan from the community, and we are responsible for doing the best we can while we are here, preparing the newer generation to take our places in the future, and leaving the district a little better than it was when we began.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Deputy Chief Hilderbrand

MTG. DATE: April 15, 2025

SUBJECT: Community Resource Technician Program Update

ITEM #: 5B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☐ Staff ☐ Fire Chief ☐ Legal Review

BACKGROUND

The Community Resource Technician program was created to respond to public assist calls so that suppression crews had more availability for emergent calls. The program has been active for two months and in that time, the part-time crews have responded to over 150 calls for service. CRTs have also participated in the smoke alarm and battery replacement project at Vistoso Village where over 200 units had their smoke alarms or batteries replaced. The purpose of this presentation is to update the Board on the progress of the program and demonstrate the areas where cost-savings has been identified.

RECOMMENDED MOTION

No motion required for this agenda item, presentation only.

The Community Resource Technician Program



Problem



- * Crews responding to a high number of public assist calls throughout the district.
- * Four-person crews respond to public assist calls.
- * Call loads have increased ~4% year over year.
- * Miles driven to routine service calls adds wear and tear to front-line apparatus.
- * Emergency response times are not currently meeting GRFD accepted benchmarks (10.4 minutes in urban / 13.9 minute in rural at 90th percentile).
- * Training opportunities can be limited.

Current Status



Community Risk Reduction is tasked with the prevention of harm which includes building strategies to make our community safe, healthy, and resilient.



Public assist calls totaled approximately 6049 in 2024 (2% increase from 2023).



In February 2025, CRR implemented a part-time response truck staffed with two (2) part-time Community Resource Technicians trained to handle routine service calls.



Seven Community Resource Technicians (various backgrounds)

Desired Outcomes

Timely, efficient, and cost-effective response to public assist calls by CRTs.

Improved availability of crews to respond to emergent calls.

Improved response times by suppression crews.

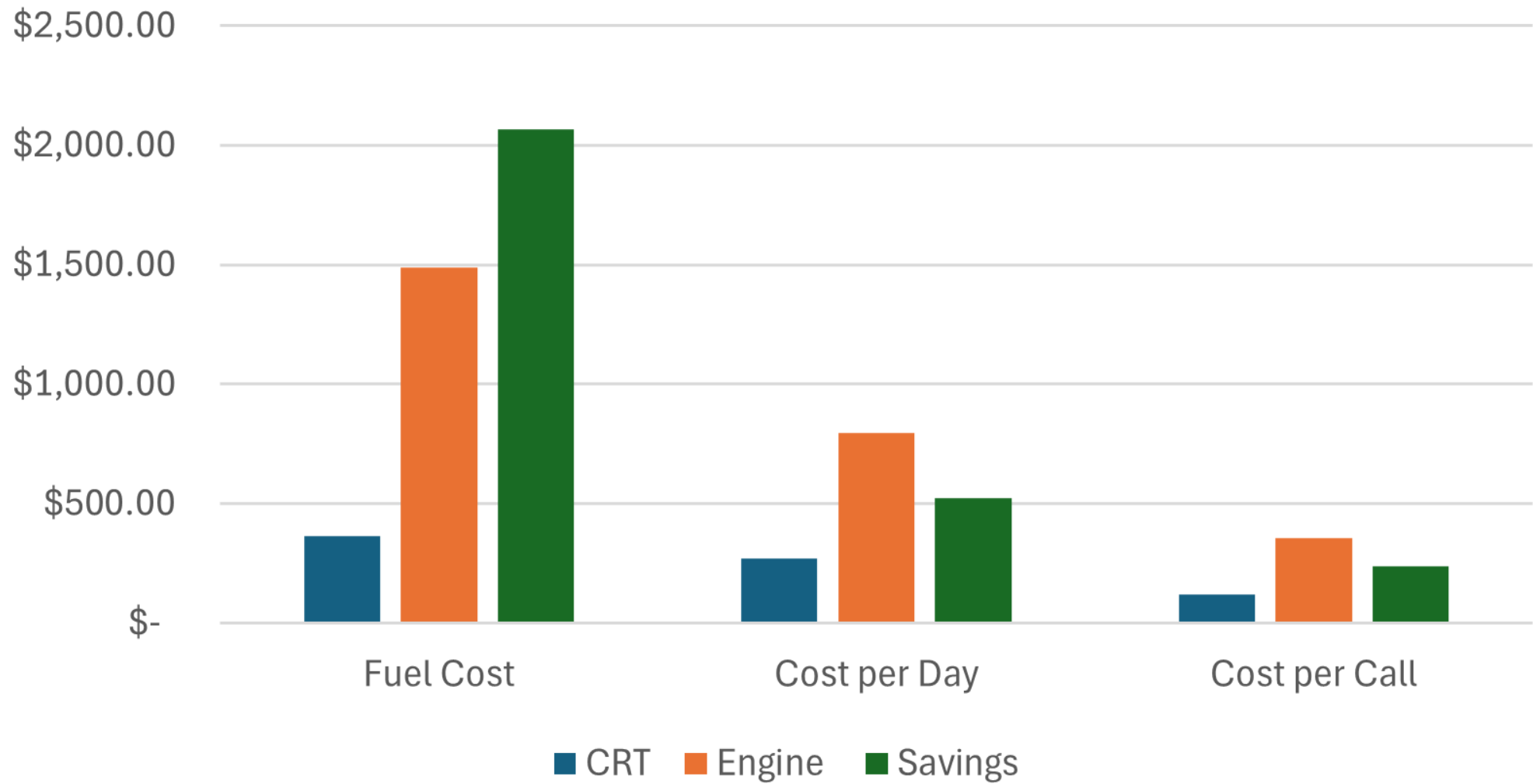
Decreased wear and tear on district apparatus.

Expanded roles of CRTs to include lock boxes, home safety inspections, and public education events.

CRT Two-Month Data (Feb-Mar 2025)

Calls	143
Smoke alarms	129
Snakes	14
Scheduled smoke alarms	184
Hours responding to calls	63.5
Miles driven	2710

Data: February and March 2025



Data: February and March 2025

	CRT	Engine	Savings
Fuel Cost	\$362.00	\$1,487.00	\$2,066.00
Cost per Day	\$ 272.00	\$795.00	\$523.00
Cost per Call	\$ 119.00	\$355.00	\$236.00

Projected savings over one year (3000 calls)

	CRT	Engine	Projected Savings
Fuel Cost	\$3,900	\$16,000	\$12,100
Cost per Day	\$ 272	\$795	\$190,900
Cost per Call	\$ 119	\$355	\$70,800

Takeaways

Cost savings

- Personnel and Fuel

Improved crew availability

- 63.5 hours more available

Decreased apparatus wear and tear

- 2710 miles saved

North Battalion only

- Increased savings if both battalions served by CRTs



Questions?





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: April 15, 2025

SUBJECT: APPROVE MINUTES- MARCH 18, 2025, 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. MARCH 18, 2025, REGULAR SESSION

RECOMMENDED MOTION

If item remains on consent agenda:

Motion to approve the April 15, 2025, Consent Agenda.

If item is removed from consent agenda:

Motion to approve the March 18, 2025, regular session meeting minutes.

GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING MEETING MINUTES

**Tuesday, March 18, 2025, 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 March 18, 2025, at 9:00 a.m.

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

Members Absent: Board Member Steve Brady (Excused)

Staff Present: Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Deputy Chief Rutherford, Deputy Chief Hilderbrand, Deputy Chief Wilson, Fire Marshal Akins, Finance Director Christian, IT Director Rascon, HR Director Delong, Battalion Chief Goodrich, Professional Development Division Chief Leslie, Captain Lundeborg, Captain Burgle, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

Those in attendance said the pledge of allegiance.

3. FIRE BOARD REPORTS

Vice Chairperson Vette said he attended the Jose Samaniego Archery event. He said a good job was done by all.

Board Member Shellenberger said Assistant Chief Perry and Battalion Chief Spanarella looked at the possibility of exposure to wildfire in the SaddleBrooke area. This was done for SaddleBrooke residents who have shared that their homeowner's insurance policies were being canceled by the insurance companies due to claims of wildfire exposure. GRFD personnel will be doing a presentation Monday, March 24th at 9 a.m. regarding wildfires and will address any concerns raised by residents. It will take place at the SaddleBrooke Desert View theater.

Board Clerk Outlaw thanked Fire Marshal Akins and Captain Port for their presentation to Oro Valley residents at the Town of Oro Valley Council Chambers. Oro Valley Police Departments also attended. She said partnerships such as these are invaluable. She was so very proud of everyone.



Chairperson Cox Golder thanked Captain Port for taking the time to inspect her property for wildfire exposure. She was concerned because of the rural area she lives in.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- **PROMOTIONS**
 - CODY AYON, PARAMEDIC
 - CASAUNDRA ORTIZ, PARAMEDIC
 - GRACYN WAGNER, PARAMEDIC
- **YEARS OF SERVICE**
 - ARTAN BELA, APPLICATIONS ADMINISTRATOR- 5 YEARS

Captain Lundeberg presented Cody Ayon for his promotion to paramedic.

Captain Burgle presented Casaundra Ortiz for her promotion to paramedic.

BC Goodrich presented Gracyn Wagner for her promotion to paramedic.

IT Director Rascon presented Artan Bela for his five years with GRFD.

The Governing Board took a brief recess at 9:17 a.m.

The Governing Board reconvened at 9:23 a.m.

6. CONSENT AGENDA

- A. APPROVE MINUTES- FEBRUARY 18, 2025, REGULAR SESSION
- B. APPROVE AND ADOPT THE ARIZONA DEPARTMENT OF FORESTRY AND FIRE MANAGEMENT COOPERATIVE AGREEMENT
- C. APPROVE AND ADOPT RESOLUTION 2025-0001 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECT STAFF TO ADD DECLARED SUPRLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT
- D. APPROVE AND ADOPT THE LIFEWORK EDUCATION, INC. VEHICULAR FIELD TRAINING AGREEMENT



MOTION by Board Member Shellenberger to approve the March 18, 2025, Consent Agenda.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

7. REPORTS AND CORRESPONDENCE

- A. **FIRE CHIEF'S REPORT** – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He thanked the Governing Board for allowing staff to do the public recognitions for personnel, it means a lot to staff. He also thanked Community Risk Reduction, Fire Prevention, the Wildland Team, and Operations. These groups have been providing presentations to meet the needs of GRFD residents. He thanked them for going the extra mile for the residents. Chief Brandhuber mentioned the Board needed to decide on a date for the upcoming budget study session. The Board selected April 23rd at 9 a.m. as the date and time for the study session.

Chairperson Cox Golder said she noticed in the Board Services board report the division responded to 100% of the records requests as statutorily required. She asked what the requirement was.

Board Services Supervisor Ortiz responded the statute was somewhat vague and requires requests be responded to in a prompt manner. If the department took a long time to respond to a simple request the District could be sued. So, Board Services attempts to respond promptly to all requests.

Chairperson Cox Golder asked what personnel action forms (PAFs) and qualifying events in the HR board report mean.

HR Director Delong explained any time there is a personnel action, it could be a promotion, pay changes, schedule changes, anything that affects a person or creates changes, has to be documented. HR documents the change on a personnel action form, then it is processed through Finance. She continued to explain any time a person goes through a qualifying event that would change their benefits such as marriage or birth of a child, this would change their benefits. HR enters this in Paycom, the software then notifies the vendors, so they can make the changes accordingly.

- B. **COMMUNITY RISK REDUCTION DIVISION'S REPORT** Assistant Chief Perry presented Community Risk Reduction division's report to the Governing Board. Assistant Chief Perry thanked Finance Director Christian and the Finance team for taking the time to convert the conventional budgeting method to the performance based budget and all that it entailed. Assistant Chief Perry thanked personnel for all of their work providing wildland presentations. Because of the recent concerns about wildland fires, there was been a considerable increase in wildland presentations. He thanked his team, Community Education, Engagement and Risk Reduction and the Fire



Prevention teams and he also thanked the wildland division. Their leadership went above and beyond, on and off duty, to do these presentations. He thanked them for all their hard work.

Chairperson Cox Golder asked how many people there are on the wildland team.

Assistant Chief Perry responded there are 40 people on the team.

Chairperson Cox Golder noticed Assistant Chief Perry mentioned a contract with a company to create a new website. She asked when the new website would go live.

Assistant Chief Perry replied there is not a set schedule, but he believes it should be done sometime this summer.

Chairperson Cox Golder recognized Deputy Chief Hilderbrand and his team for the work they have been doing on presentations.

- C. SUPPORT SERVICES DIVISION'S REPORT- Assistant Chief Cesarek presented the Support Services' division report to the Governing Board. He met with the Enterprise Leasing representatives, and they set out a plan for the older non-response vehicles in the district's fleet. He was pleased with the plan they presented. He said things are moving along well for Station 378. Most board members have visited or driven by the project. He has received a lot of positive comments about the facility.

Chairperson Cox Golder asked if a completion date had been set.

Assistant Chief Cesarek responded, a completion date has not yet been set due to things out of the district's control.

Board Clerk Outlaw asked IT if the Verizon Connectivity issues, mentioned in their report, had been addressed.

Technology Director Rascon reassured the Board it was a minor temporary issue that was addressed over the weekend.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT - Assistant Chief Grissom presented the EMS & Fire Response division's report. He said Operations has been extremely busy, especially the Professional Development Team, led by Division Chief Leslie. They facilitated the Driver Operator class, they will be conducting a driver-operator class, a future engineer and captains testing as well as live fire training for all crews. He thanked DV Leslie and his team for their hard work.

Chairperson Cox Golder acknowledged the metrics the EMS Division listed in their report and would like to gather in the next year. She thought they were great metrics to seek. She commented that it seemed like it will be a lot of work.



Assistant Chief Grissom agreed it will be a lot of work but he thought under the leadership of Deputy Chief Wilson that it will be a good outcome.

8. REGULAR BUSINESS

A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A CONTRACT WITH MIDWEST FIRE EQUIPMENT AND REPAIR COMPANY FOR THE PURCHASE OF A 2000 GALLON WATER TENDER

Assistant Chief Cesarek explained he is requesting the Board's approval to purchase a 2000 gallon water tender. In the past the Board has discussed purchasing apparatus and the lead times (time to build the apparatus). This unit is available to the district, it will have a short lead time because it is already in production. It meets the district's need for a water tender, it is the right time and price. The request of the board is to approve the initial down payment. An additional amount would be requested for next fiscal year's budget.

Chairperson Cox Golder asked how many water tenders the district has.

Assistant Chief Cesarek said the district has five, two of which are older models. One has met the 25 year mark, which the NFPA recommends not exceeding. This will be the immediate replacement.

Board Member Brady asked if there is a specific station the new tender will be placed.

Assistant Chief Cesarek responded that at this point in time it has not been decided.

MOTION by Vice Chairperson Vette to approve the contract with Midwest Fire Equipment and Repair Company for the purchase of a 2000-gallon water tender in the amount of \$398,024, and direct staff to complete the initial down payment of \$101,380.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

B. DISCUSSION AND POSSIBLE ACTION REGARDING THE RENEWAL OF THE STRYKER CONTRACT FOR EQUIPMENT PROCUREMENT

Assistant Chief Grissom said he is presenting to the Board the renewal of the Stryker contract.

Board Member Brady asked if the Board voted on the Stryker contract last year.

Assistant Chief Grissom responded yes, the Board did vote on the Stryker contract last year.



MOTION by Board Member Shellenberger to approve and adopt the renewal of the agreement between Golder Ranch Fire District and Styker Sales, LLC for the procurement of emergency medical equipment under the existing terms and conditions outlined in Agreement No. 2210240636.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

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

Finance Director Christian presented a summary of the financial reports to the Governing Board. He reported the District was favorable in almost every category including labor, where there is had a variance of 1%. He missed the mark on revenue, specifically property tax revenue. It was not received as he had anticipated. He expects the March report to reflect an evening out of the property tax revenue line. The District is 5% favorable year-to-date on revenue. It has a 0% variance on property tax revenue which is the District's largest revenue line item. Overall, the District is 5% favorable for total revenue. The District added 1.2 million to its fund balance year to date. Year-to-date the District is favorable which is a good reflection of the District's overall financial health. Director Christian gave a brief overview of the Pinal County and Pima County General Funds at the Treasurer's Offices. The District has a total of almost 30 million in all accounts. Ambulance revenue had a slower month. There were a total of 572 transports in February. It was a drop from January which had 695 transports, the busiest month in the District's history. There is an 85% collection rate and ambulance billing overall is 10% favorable for the year. Wildland has responded to three fires in 2025. All three have been invoiced for a total of \$152,223.

Board Member Shellenberger asked Director Christian how many other agencies are doing the performance-based budget.

Director Christian responded he was aware that Prescott fire is operating a performance-based budget. He said he spoke to others in the professional finance group, and he would estimate about 20% of municipalities have gone to a performance based budget.

MOTION by Vice Chairperson Vette to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be April 15, 2025.



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 9:51 a.m.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0

Sandra Outlaw, Clerk of the Board





GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Mark Wilson, Deputy Chief of EMS and Professional Development

MTG. DATE: April 15, 2025

SUBJECT: APPROVE AND ADOPT THE BACKUP AMBULANCE COVERAGE
INTERGOVERNMENTAL AGREEMENT BETWEEN NORTHWEST FIRE DISTRICT AND
GOLDER RANCH FIRE DISTRICT

ITEM #: 6B

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) has entered into an Intergovernmental Agreement (IGA) with Northwest Fire District (NWFD) to provide mutual backup support for ambulance transportation services. Both districts hold active Certificates of Necessity from the Arizona Department of Health Services and will support one another during periods of high call volume or resource depletion, as long as doing so does not compromise their own service capabilities. The IGA outlines request procedures, operational authority, indemnification, and termination clauses, and will take effect on June 1, 2025, with automatic annual renewal unless terminated.

This is a renewal of an existing intergovernmental agreement.

RECOMMENDED MOTION

If item remains on consent agenda:
Motion to approve the April 15, 2025, Consent Agenda.

If item is removed from consent agenda:
Motion to approve the Backup Ambulance Coverage Intergovernmental Agreement Between Northwest Fire District and Golder Ranch Fire District.

RESOLUTION NO. 2025-010

A RESOLUTION OF THE GOVERNING BOARD FOR THE NORTHWEST FIRE DISTRICT ["NWFD"] APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH GOLDER RANCH FIRE DISTRICT ["GRFD"] CONCERNING BACKUP SUPPORT FOR AMBULANCE TRANSPORTATION SERVICES.

WHEREAS, NWFD and GRFD are Arizona Fire Districts, organized under and existing pursuant to Title 48, Arizona Revised Statutes; and

WHEREAS, NWFD is an internationally accredited emergency medical, fire and rescue entity; and

WHEREAS, pursuant to existing agreements between them, NWFD and GRFD cooperate in various activities with the intent of enhancing service and value for their respective communities; and

WHEREAS, NWFD and GRFD are geographically close to one another and desire to cooperate and provide high-quality ambulance transportation and emergency medical services to their residents and the visiting public; and

WHEREAS, NWFD is the holder of a current Certificate of Necessity, No. 138, issued by the Arizona Department of Health Services [AZDHS], which authorizes NWFD to provide emergency ambulance transportation services within an area which includes its territorial jurisdiction; and

WHEREAS, GRFD is the holder of a current Certificate of Necessity, No. 56, issued by AZDHS, which authorizes GRFD to provide emergency ambulance transportation services within an area which includes its territorial jurisdiction; and

WHEREAS, NWFD and GRFD wish to jointly exercise their powers pursuant to A.R.S. 11-952 and A.R.S. 48-805 (B)(17)(a), and enter into an agreement, concerning each Party's commitment to providing backup ambulance transportation services within the other Party's service area, as contemplated by A.A.C. R9-25-907 (2) and R9-25-901(5).

WHEREAS, the Governing Board of the NWFD has reviewed the terms and conditions of the Agreement and finds that entering into it is in the best interests of the NWFD and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Northwest Fire District that the Intergovernmental Agreement, attached hereto as NWFD and GRFD Backup Ambulance Coverage Intergovernmental Agreement, is hereby adopted, and District officers and staff are hereby authorized to execute the Agreement and take all steps necessary and proper to carry out its purposes.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on April 22, 2025, by a majority of a quorum of the Governing Board members.

George Carter
Board Chair

Peg Green
Clerk of the Board

Thomas Benavidez
District Attorney

NWFD and GRFD for Backup Ambulance Coverage **[Intergovernmental Agreement
Must Be Attached]**

NWFD and GRFD Backup Ambulance Coverage Intergovernmental Agreement

1. Effective Date and Duration of Agreement.

1.1. The effective date of this Agreement shall be June 1, 2025, and shall supersede any prior or existing ambulance backup agreements between NWFD and GRFD.

1.2. This Agreement shall automatically renew each year, unless terminated pursuant to Article 7.

2. Budget.

2.1. Each Party represents that it has within its respective budget, sufficient funds to discharge the obligations and duties assumed under this Agreement. Should either Party fail to obtain continued funding during the term of this Agreement through a failure of appropriation or approval of funds, or through other legal means, then this Agreement shall be deemed to terminate by operation of law.

3. Cooperation.

3.1. The Parties will do the following:

3.1.1. Each Party agrees to provide backup ambulance transportation services to the other, throughout the requesting Party's territorial jurisdiction, upon request, in accordance with the terms stated below.

3.1.2. Any ambulance transport or ambulance treatment services shall be billed and governed by the statutes and regulations as enforced by the Arizona Department of Health Services. Neither Party shall be liable for payment to the other for ambulance response.

4. Request for Ambulance Backup.

4.1. NWFD may respond to calls for help received from the Fire Chief or other authorized persons in command of, or responsible for, fire protection and

emergency medical service in GRFD provided, however, that response is to be given only when the services of the responding units can be spared by NWFD with a margin of safety, to protect the residents and property of NWFD; and provided further that GRFD agrees not to call for such help unless the need for emergency medical services is of such proportion that it cannot be handled by its equipment or in the event its resources are engaged providing services simultaneously.

4.2. GRFD may respond to calls for help received from the Fire Chief or other authorized persons in command of, or responsible for, fire protection and emergency medical services in NWFD provided, however, that response is to be given only when the services of the responding units can be spared by the GRFD with a margin of safety, to protect the residents and property of GRFD; and provided further that NWFD agrees not to call for such help unless the need for emergency medical services is out of such proportion that it cannot be handled by its equipment or in the event its resources are engaged providing services simultaneously.

4.3. It is understood and agreed that the Fire Chief, or other authorized person, from whom assistance is requested shall be the sole judge of how much of the requested assistance shall be furnished in a given instance, and neither Party is in any way liable to the other or to any other person or entity for failure to give the assistance sought.

4.4. It is understood and agreed that the assisting medical units shall work under the direction of the fire chief or other authorized persons directing the emergency medical service for the Party requesting assistance.

4.5. In the event that a Party, in its sole discretion, determines that its resources are depleted or being depleted, that Party may request the other to respond into its service area by contacting the other Party's communications center and advising the communications personnel of the need for resources.

4.6. It is understood and agreed by the Parties that neither of them may request backup under this Agreement:

4.6.1. When the need for help arises due to the requesting Party providing services outside of its jurisdictional limits pursuant to a contracted wild land

fire deployment or similar agreement; or

4.6.2. Under any other circumstances where the requesting Party has committed its resources outside of its service area to the point that it cannot provide basic services within its service area.

5. Response to Request for Backup.

5.1. Upon receiving a request for backup, a Party shall immediately evaluate whether it is able to respond to such request and shall immediately notify the Party making such request as to whether it will be responding. The determination of the Party to respond shall remain within that Party's sole discretion based on its own evaluation of the resources available at a given time.

6. Authority for Request and Response.

6.1. The determination to request backup or to respond to a request for backup shall be made by the fire chief or other authorized persons in command of, or responsible for, fire protection and emergency medical services for each respective Party. Response may be given only when the services of the responding units can be spared by the respective Party within a margin of safety to protect its residents and property. The fire chief or other authorized command officers from whom backup is requested shall be the sole judge of the resources to be furnished and neither Party is in any way liable to the other or to any other person or entity for giving or failing to give the backup requested. Each Party's personnel, in responding to a request for backup, shall respond pursuant to established incident protocols, as may be set forth or amended from time to time.

7. Termination.

7.1. This Agreement may be terminated by either Party by providing 30 days prior written notice of termination. This Agreement may also be terminated for the following reasons:

7.1.1. Upon either Party's loss or suspension of its Certificate of Necessity to provide ambulance transportation services as described herein; or

7.1.2. Pursuant to the provisions of A.R.S. 38-511 (A)-(G) as may be amended

from time to time.

8. Notices.

8.1. Notices are deemed to be received 48 hours after they are placed in the U.S. Post, First Class, prepaid, and addressed to the Office of the Fire Chief. Notices are deemed to be received 24 hours after they are transmitted via telefax to the Office of the Fire Chief. Notices are deemed received immediately, if provided by hand delivery to the Office of the Fire Chief.

9. Indemnification.

9.1. Each Party to this Agreement agrees to indemnify, defend, and hold harmless the other, its officials, officers, employees and agents, individually and collectively, from all losses, liabilities, claims, suits, demands, expenses, subrogation, attorneys' fees, experts' fees, or actions of any kind resulting from all personal injury, including bodily injury and death, and property damage occasioned through the performance of and during the term of this Agreement for acts or omissions of such indemnifying Party. This section shall survive any cancellation or termination of this Agreement.

10. Insurance.

10.1. Each Party represents that it shall maintain for the duration of this Agreement, policies of public liability insurance covering all of its obligations undertaken in the implementation of this Agreement, providing bodily injury limits of not less than \$2,000,000.00 for any one person, of not less than \$3,000,000.00 for any one occurrence, and property damage liability to a limit of not less than \$2,000,000.00. The insurance limits set forth above shall not be deemed to limit the scope of indemnification set forth above. A Party may satisfy these requirements with an equivalent program of self-insurance, approved by the other Party.

11. Compliance with Legal Authorities.

11.1. The Parties shall each be responsible for their respective compliance with all requirements of any federal, state, county or local ordinances, statutes,

charters, codes, rules, regulations, or any other governmental requirements, including, but not limited to, the rules and regulations of the AZDHS.

11.2. The provisions of A.R.S. 41-1463 and Executive Orders 99-4, 2009-09 and 2023-01 issued by the Governor of the State of Arizona are incorporated by this reference as a part of this Agreement. Neither Party shall discriminate against any employee or client of either Party or any other individual in any way because of that person's age, race, creed, color, religion, sex, genetic information, disability, familial status, political affiliation or national origin in the course of carrying out the duties pursuant to this Agreement.

11.3. This Agreement is subject to all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.

12. Workers' Compensation Coverage.

12.1 An employee of either Party shall be deemed to be an "employee" of both public agencies, while performing pursuant to this Agreement, only for purposes of A.R.S. 23-1022 and the Arizona Workers' Compensation laws. The primary employer shall be solely liable for any workers' compensation benefits, which may accrue. Each Party shall comply with the employee notice provisions of A.R.S. 23-906(D) and 23-1022(E).

13. Binding Effect.

13.1 This Agreement shall be binding upon and enforceable by the Parties, their heirs, executors, administrators, personal representatives, successors, successors in interest, and assignees.

14. Amendments.

14.1 This Agreement and all documents and instruments executed in furtherance hereof may be amended or supplemented only by an instrument in writing, signed by the Parties against whom enforcement thereof may be sought.

15. Paragraph Headings.

15.1 Titles and headings of the paragraphs contained herein are solely for the

purpose of convenience and are not intended in any way to affect, control or limit the meaning or application of any such paragraph.

16. Interpretations.

16.1 Words and expressions used herein shall be applicable according to the context and without regard to the number or gender of such words or expressions.

17. Entire Agreement.

17.1 The Parties acknowledge and agree that no representations, warranties, or covenants have been made to, or relied upon by them, or by any person acting for or on their behalf, which are not fully and completely set forth herein. This Agreement supersedes any terms, conditions, covenants or other documents or agreements between the Parties.

18. Construction.

18.1 This Agreement has been negotiated by the Parties and no Party has acted under compulsion or duress, economic or otherwise. The Parties waive any rule of interpretation which would construe any provision of this Agreement against any Party who drafted this Agreement.

19. Governing Law.

19.1 This Agreement and all documents and instruments executed in furtherance hereof, and the rights and obligations of the Parties hereunder, shall be, construed and enforced in accordance with, and shall be governed by, the laws of the State of Arizona, statutory and decisional, in effect from time to time, without giving effect to principles of conflicts of law. All Parties consent to personal jurisdiction in Arizona, and venue for any action to enforce this Agreement shall be in Pima County, Arizona.

20. Attorney's Fees and Costs.

20.1 Should it become necessary to retain legal counsel to enforce any provisions of this Agreement, the Parties hereto agree that the prevailing Party shall be entitled to the award of reasonable attorney's fees and other costs.

IN WITNESS THEREOF, the Northwest Fire District has affixed its signature to this Agreement on the date written below.

George Carter, Board Chair

Date _____

ATTEST

Peg Green, Clerk of the Board

Date _____

Pursuant to AR.S. § 11-952, the undersigned attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Thomas Benavidez, District Attorney, Northwest Fire District

Date _____

[Signature blocks for Golder Ranch Fire District follow]

IN WITNESS THEREOF, the Golder Ranch Fire District has affixed its signature to this Agreement on the date written below.

Vicki Cox Golder, Board Chair

Date _____

ATTEST

Sandra Outlaw, Clerk of the Board

Date _____

Pursuant to AR.S. § 11-952, the undersigned attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Donna M. Aversa, District Attorney, Golder Ranch Fire District

Date _____

[Signature blocks for Northwest Fire District follow]



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Fire Chief

MTG. DATE: April 15, 2025

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
- Human Resources

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

March 2025

Fire Chief's Activities



- Attended the Jose Samaniego Memorial Archery Shoot and BBQ Challenge
- Attended the monthly GRFD Governing Board District meeting
- Attended the Town of Oro Valley Council meeting
- Attended the Oro Valley Town Managers executive leadership meeting
- Attended a meeting with Assistant Chief Grissom, Deputy Chief Wilson, and Oro Valley Hospital executive staff concerning divert status
- Attended the MD Ally Expansion Press Conference
- Attended the Northwest Fire District (NWFD) Academy 25-01 graduation
- Attended the 20th Anniversary for OVP with GRFD team
- Participated in the FY25/26 benefits workgroup
- Participated in Leadership meeting with Local 3832
- Participated in the GRFD/Town of Oro Valley Wild Land Safety open house
- Participated in a meeting with Arizona Fire Districts' Association (AFDA), Arizona Fire Chief's Association (AFCA), and Boulder Crest to strategize on statewide Struggle Well courses

- Met with Assistant Chief Grissom, Assistant Chief Cesarek, Assistant Chief Perry, and Arizona Department of Forestry and Fire Management (AZDFFM) personnel to discuss future Wild Land Fire mitigation efforts within the District
- Hosted joint Command Staff meeting with NWFD and GRFD
- Held monthly Fire Chief Status update meeting
- Held weekly executive leadership team meetings (Deputy Chiefs-Assistant Chiefs-Directors)
- Chaired the monthly Arizona Ambulance Association (AzAA) board meetings with personnel
- Various meetings with department heads.
- Participated in a video with the Town of Oro Valley Manager to highlight the Open House Wildland safety presentation
- Visted crews at the OVPD Drug Awareness Day event
- Attended numerous budget meetings

Thank You Correspondence

A green sheet was submitted for Inspector Daniel Filener (included for reference).

A green sheet was submitted for Paramedic Chris Ringston (included for reference).

A patient who was transported sent two thank you cards for Captain Steve Drury, Engineer Abel Gastelum, Paramedic Justin Flynn, Paramedic Patrick Roemer, Paramedic Jonathon Haines, Firefighter David Selby, Firefighter Josh Rodriguez, and Firefighter Jared Guizzetti.

A thank you card was submitted for those who gave the wildland presentation in SaddleBrooke including Community Education Supervisor Dan Habinek, Firefighter Danielle Walker, Captain Colin Port, BC Spanarella, and Deputy Chief Hilderbrand.

OVPD Police Chief Riley submitted a thank you letter for Dan Habinek thanking him for his participation in the 17th Annual Drug Awareness Day.

Board Services

Board Services Supervisor- Shannon Ortiz

March 2025

Board Services Program Metrics for Strategic Plan and Budget: 3/1/2025 – 3/31/2025

The metrics listed below are for the month of March:

Results:

100 % of records requests fulfilled within a statutory time frame (23/23)

100% of board reports published on time (1 out of 1)

Last month Chairperson Cox Golder inquired about the number of records requests fulfilled within a statutory time frame. Arizona Revised Statute requires government agencies to respond to records requests in a prompt manner. The GRFD Records Division always attempts to provide the records to the requestor as soon as possible. For medical records requests GRFD is one of the very few fire agencies, if maybe the only one, who provides medical records, such as patient care reports and incident reports usually within 24 hours. We are also able to respond to these requests in-person. Many fire agencies do not accept in-person requests. This is because they pay their attorneys to review requests prior to release. GRFD's records division has the knowledge and capabilities to redact records, which enables the division to respond to requests promptly and saves the district a substantial amount of money by not having to pay the attorney to redact and review every record. When requestors ask for records, other than medical, and the Records division needs to wait for another division to provide them, Records Specialist Wong, regularly updates the requestor on the status of the request. Records Specialist Wong does an incredible job as GRFD's official Custodian of Records. She interacts with the public in a professional manner, articulately answers their questions, and provides the records in a timely manner in addition to managing the entire District's retention and destruction program.

Outputs:

1 Governing Board meeting supported for the month of March
23 records requests responded to in the month of March:

Environmental Reports 2

Outstanding Code Violations/Inspection Report 1

Fire Reports 4

Incident Reports -1

Medical Records 13

Other 2

0 Records were destroyed in the month of March (records are destroyed on an annual basis, however Records Specialist Wong prepares records for destruction year-round).
200 fingerprint appointments were completed in the month of March.

Demands:

Board Services anticipates twelve regular session and two special session GRFD Governing Board meetings based on the number of meetings held in the past.

Board Services anticipates 15 records requests to be received a month for a twelve-month period for a total of 180 anticipated records requests for 2025.

Board Services anticipates 30 boxes of records will be destroyed in 2025.

Board Services anticipates 100 fingerprint appointments a month for a total of 1,200 for 2025.

General Information

During the month of March, Records Specialist Wong scheduled and met with department heads and their teams to review record retention schedules set forth by the Arizona Secretary of State's Library, Archives, & Public Records Division for records pertaining to their divisions. RS Wong would like to

extend her greatest gratitude to the departments for their time and attention to this annual matter!

The Director of the Arizona State Library, Archives, and Public Records (LAPR) has set standards for permanent records pursuant to A.R.S. §39-101. According to the State, “Standards for Permanent Records are necessary for all records required by law to be kept permanently per applicable retention schedule and those records determined by the Secretary of State/LAPR to possess enduring or historical value, whether the record is in paper, microfilm or electronic format. Permanent preservation refers to those standards required to maintain permanent records in perpetuity (i.e. for all time). As a public body, GRFD is required to preserve and protect permanent public records in accordance with these. The LAPR may periodically monitor and audit these standards. Scanning records do not constitute permission to destroy original record. Disaster recovery and continuity of operation plans must specifically include permanent (and essential) records. Permanent records stored in electronic media require constant migration of file formats, to adhere strict compliance and security processes. Electronic records are very susceptible to degradation and corruption which is why permanent records must be in hardcopy format.

On Tuesday, March 25th and Thursday, March 27th Board Services attended ImageTrend training. It was a great learning opportunity to learn how to create custom reports and forms.

Records Specialist Wong reviewed three boxes of records and completed their corresponding certificates of destruction in the month of March.

Human Resources

HR Director- Allison Delong

Upcoming Recruitments:

- HR Generalist/Policy Coordinator – offer accepted, start date is April 21st, 2025
- Procurement & Supply Specialist – in process, budgeted, back-fill
- Fleet Electronics Technician – upcoming, budgeted, new position

HR Program Metrics for Strategic Plan and Budget: 1/1/2025 – 3/31/2025

The below metrics calendar year to date. The methodology of gathering and reporting may adjust as we work to determine the value, validity, and feasibility.

RESULTS

- **Retention Rate = 97.6%**
 - Suppression = 6
 - Administration = 1

- **# of light duty assignments coordinated = 8**
- **# employee benefits plans administered = 29**
- **% of surveyed respondents are satisfied with the service received from Human Resources**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **% of surveyed respondents that report they are satisfied with the benefits package**
 - Working on the methodology of gathering data, no metrics to provide yet.

OUTPUTS

- **# of medical leave cases handled = 13**
- **# employee recruitments conducted = 2**
- **# of candidate applications reviewed = 116**
- **% of employees compensated at 101% of the comparable market**
 - Still assessing the value of this metric, there are no metrics to provide yet.
- **# of workers comp cases in process/processed = 14**
- **# of Personnel Action Forms processed = 141**
- **# of qualifying events administered = 11**

DEMANDS

- **# medical leave cases expected to be required**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **# employee recruitments expected to be requested = 13**
- **# of workers comp cases expected to be requested**
 - Working on the methodology of gathering data, no metrics to provide yet.
- **# of Personnel Action Forms expected to be required = 480**

EFFICIENCIES

- **\$ program expenditures per GRFD employee**
 - Working on the methodology of gathering data, no metrics to provide yet.

Benefits Committee:

- HR is preparing for Open Enrollment. The next 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.

Employee Recognitions:

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

Employee Name	Hire Date	Years of Service
AKINS, JENNIFER	04/05/2010	15
AVEY, BRENT	04/05/2010	15
DE MASI, ADIN F	04/05/2010	15
MILLER, JOHNNY	04/05/2010	15
RINDER, JEREMY DANIEL	04/05/2010	15
MYERS III, JOHN LESLIE	04/13/2020	5
FILENER, DANIEL CURTIS	04/04/2022	3
HELVIG, WES	04/04/2022	3
LIMAS, JESUS JACINTO	04/17/2023	2
ANDERSON, TYLER MICHAEL	04/29/2024	1
BARZAR, ADAM JOSEPH	04/29/2024	1
BRACKEN, DUANE LEE	04/29/2024	1
BRULAND, MATTHEW JAMES	04/29/2024	1
BURKHART, ZACHARY TYLER	04/29/2024	1
CARTER, JOHN MICHAEL	04/29/2024	1
COOPER, TREVOR JOHN	04/29/2024	1
DE LA GARZA, ZAYN RABB	04/29/2024	1
DORAME, JESUS HUMBERTO	04/29/2024	1
FLOOD, CALEB TYLER	04/29/2024	1
GERBER, ALEXANDER CHRISTIAN	04/29/2024	1
GREENER, MATTHEW SHAUN	04/29/2024	1
HARRIS Jr, DARRHYL ALPHONSO	04/29/2024	1
LANDREVILLE, DONNY LEE	04/29/2024	1
LAZARZ, COLIN MICHAEL	04/29/2024	1
LORENZ, DYLAN GERED	04/29/2024	1
MADRID, JOSEPH ANTHONY	04/29/2024	1
PETERSON, BRIGHAM DAVID	04/29/2024	1
REED, CERVANTES DEION	04/29/2024	1
RODRIGUEZ, JOSHUA MATTHEW	04/29/2024	1
ROTH, KEATON JASON	04/29/2024	1
RUIZ, ANTHONY ROBERT	04/29/2024	1
RUSSELL, MASON SCOTT	04/29/2024	1
RUTHERFORD, ANTHONY RYAN	04/29/2024	1
SCHNEIDER, ANDREW JAMES	04/29/2024	1
SPENCER, JEREMY THOMAS	04/29/2024	1



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Daniel Filener

Date Prepared 03/17/2025

Division or Section Fire Prevention

Classification Inspector I

Initiator of Commendation Brenda Druke

Description and Date of Exceptional Performance

Daniel assisted Town of Oro Valley Police detectives with an investigation of a recent vehicle fire. The TOV detective let us know that with Daniel's excellent assistance with interviews, the detective was freed up to do other important tasks. Daniel also assisted with writing the warrant and collecting evidence. As a result of all of the great collaboration, an arrest was made.

First Level Supervisor's Comments

Daniel is a great team player! He knows his job as a Fire Investigator and takes it seriously. The report he wrote for this investigation was top notch! Great job, Daniel!

Second Level Supervisor's Comments

OVPD was very impressed with Daniel during this investigation. Thank you Daniel for making GRFD look awesome!!!!!!

Supervisor Signature

Brenda Druke

Employee Signature

[Signature]



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Christopher Ringston

Date Prepared 11/20/2024

Division or Section Suppression

Classification Paramedic

Initiator of Commendation Karl Rhein

Description and Date of Exceptional Performance

During the B - Shift tour of 11/12 - 11/16/2024 Chris was on several calls where patients were in need but did not require a trip to the hospital. Chris showed the utmost compassion and sympathy for each and every patient including the family members.

[REDACTED]

This scene was slightly difficult due to the patient's dogs not welcoming the fire personnel near her owner. Chris did not show any signs of irritation or hesitation to still provide the best care possible. We also had a patient fall while retrieving the mail. He lived a few houses down from the mailbox. Chris assisted the patient back to his house and into his chair. [REDACTED] and helped the patient set up his new TV remote so the patient could rest and limit his movements until he was feeling better to move around. To top it all off, Chris used all of these situations as teaching moments for PFF Flood. Reinforcing the whole reason we are here and building a solid foundation for GRFD's future.

First Level Supervisor's Comments

Chris' calming tone, soft demeanor and reassuring words help the patients trust us as providers and allow us to do our jobs in the most efficient way possible. Chris is an excellent paramedic and huge asset to the GRFD family. I am proud to have Chris on our crew.

Second Level Supervisor's Comments

FF/CEP Ringston has exceeded his job description and went above and beyond professional bed-side manner and is an example of our Community First service delivery. Chris has clearly defined his role with exceptional patient care and their needs as well as providing leadership to his peers. Great job Chris! You are an asset to our Fire District and appreciate you for all that you do for our community and your crew members.

Supervisor Signature _____

Employee Signature _____

Hello Patrick & Crew -

THANK YOU!

for your caring and professional
response to my medical emergency
on [REDACTED] at the NW urgent care
center [REDACTED] I spent
4 days at Banner hospital, and
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED] You
made a scary situation
in a strange place comforting.
Your expertise and caring
manner made all the
difference. Please thank the
Crew too. [REDACTED]
[REDACTED]



Feb 26, 2025

Hello Ms Ortiz -

This note is to draw to your attention how much the caring and professional assistance from Patrick and the EMS crew is appreciated. On [REDACTED] they were called to the NW urgent care on Crank Rd after [REDACTED]

[REDACTED] I don't know Patrick's last name however I want to be sure supervisors know what a great job Patrick + the crew did to get me to Banner hospital ER, so I could get the care I needed. I am doing well now and have [REDACTED]

[REDACTED] They were a great comfort to me. Thanks - [REDACTED]

I have sent a Thank you card to Patrick and crew as well. Please be sure that receive it.
Thanks



NOT EVERYONE
CAN DO WHAT YOU DO...

But anyone can see
that what you do
makes a wonderful difference.

THANK YOU

I just wanted to say thanks
for the fire/wildfire safety
presentation March 24 in Saddlebrook.

That was so informative &
so well done! The Don +
Danielle show was great, &
but all the presenters
were wonderful!

Thanks again!
Debbi Reeves

P.S. Good bless
our firefighters
& EMS teams!



ORO VALLEY POLICE DEPARTMENT

KARA M. RILEY
CHIEF OF POLICE



March 11, 2025

Dear Dan Habinek:

On behalf of the Oro Valley Police Department, I extend our heartfelt gratitude to Dan Habinek for your invaluable support in making the 17th Annual Drug Awareness Day a resounding success. This year, we had the privilege of hosting over 800 local 5th graders from 12 different schools, providing them with a memorable and educational experience that highlighted the dangers of drug use and equipped them with essential tools and resources to make healthy choices.

Your agency's dedication and active participation were instrumental in creating an engaging environment where students not only learned about the risks associated with drug use but also discovered strategies to avoid it. The hands-on activities, informative sessions, and interactive discussions left a lasting impression on the students, reinforcing the importance of making informed decisions.

This event truly exemplifies the remarkable outcomes that can be achieved when we unite for a common cause. The collaboration among regional agencies, schools, and community organizations fosters a supportive network that empowers our youth and strengthens our community as a whole.

We are deeply appreciative of your commitment to this initiative and look forward to the opportunity to work together in future endeavors aimed at promoting the well-being and success of our youth.

Thank you once again for your unwavering support.

Sincerely,

Kara M. Riley
Chief of Police

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
STATION #: Station 370		
	0	0.00%
100 - Fire, other	1	0.06%
1001 - Live fire TRAINING	7	0.44%
118 - Trash or rubbish fire, contained	3	0.19%
131 - Passenger vehicle fire	1	0.06%
300 - Rescue, EMS incident, other	1	0.06%
311 - Medical assist, assist EMS crew	12	0.75%
320 - Emergency medical service, other	3	0.19%
321 - EMS call, excluding vehicle accident with injury	86	5.35%
322 - Motor vehicle accident with injuries	3	0.19%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.06%
324 - Motor vehicle accident with no injuries.	4	0.25%
341 - Search for person on land	1	0.06%
440 - Electrical wiring/equipment problem, other	1	0.06%
460 - Accident, potential accident, other	1	0.06%
511 - Lock-out	3	0.19%
541 - Animal problem	3	0.19%
551 - Assist police or other governmental agency	1	0.06%
553SM - smoke detector maint	4	0.25%
600 - Good intent call, other	1	0.06%
611 - Dispatched and cancelled en route	2	0.12%
622 - No incident found on arrival at dispatch address	10	0.62%
631 - Authorized controlled burning	2	0.12%
651 - Smoke scare, odor of smoke	1	0.06%
700 - False alarm or false call, other	2	0.12%
Total:	154	9.59%
STATION #: Station 372		
321 - EMS call, excluding vehicle accident with injury	13	0.81%
322 - Motor vehicle accident with injuries	1	0.06%
541 - Animal problem	3	0.19%
550 - Public service assistance, other	2	0.12%
553SI - Smoke Detector Install	1	0.06%
553SM - smoke detector maint	10	0.62%
611 - Dispatched and cancelled en route	1	0.06%
Total:	31	1.93%
STATION #: Station 373		
	0	0.00%
113 - Cooking fire, confined to container	1	0.06%
300 - Rescue, EMS incident, other	2	0.12%
311 - Medical assist, assist EMS crew	2	0.12%
320 - Emergency medical service, other	1	0.06%
321 - EMS call, excluding vehicle accident with injury	165	10.27%
510 - Person in distress, other	1	0.06%
511 - Lock-out	3	0.19%
520 - Water problem, other	1	0.06%
541 - Animal problem	18	1.12%
541S - Snake Call	1	0.06%
550 - Public service assistance, other	17	1.06%
553SI - Smoke Detector Install	9	0.56%
553SM - smoke detector maint	46	2.86%
611 - Dispatched and cancelled en route	2	0.12%
622 - No incident found on arrival at dispatch address	4	0.25%
631 - Authorized controlled burning	1	0.06%

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
743 - Smoke detector activation, no fire - unintentional	1	0.06%
	Total: 275	Total: 17.12%
STATION #: Station 374		
320 - Emergency medical service, other	1	0.06%
321 - EMS call, excluding vehicle accident with injury	111	6.91%
541 - Animal problem	14	0.87%
541S - Snake Call	4	0.25%
550 - Public service assistance, other	7	0.44%
551 - Assist police or other governmental agency	1	0.06%
553SI - Smoke Detector Install	5	0.31%
553SM - smoke detector maint	17	1.06%
611 - Dispatched and cancelled en route	8	0.50%
622 - No incident found on arrival at dispatch address	9	0.56%
700 - False alarm or false call, other	1	0.06%
736 - CO detector activation due to malfunction	4	0.25%
	Total: 182	Total: 11.33%
STATION #: Station 375		
	0	0.00%
113 - Cooking fire, confined to container	1	0.06%
140 - Natural vegetation fire, other	1	0.06%
142 - Brush or brush-and-grass mixture fire	1	0.06%
321 - EMS call, excluding vehicle accident with injury	106	6.60%
511 - Lock-out	1	0.06%
540 - Animal problem, other	1	0.06%
541 - Animal problem	40	2.49%
550 - Public service assistance, other	2	0.12%
551 - Assist police or other governmental agency	1	0.06%
553 - Public service	2	0.12%
553SI - Smoke Detector Install	2	0.12%
553SM - smoke detector maint	19	1.18%
611 - Dispatched and cancelled en route	8	0.50%
622 - No incident found on arrival at dispatch address	12	0.75%
900 - Special type of incident, other	1	0.06%
	Total: 198	Total: 12.33%
STATION #: Station 376		
311 - Medical assist, assist EMS crew	3	0.19%
321 - EMS call, excluding vehicle accident with injury	83	5.17%
322 - Motor vehicle accident with injuries	1	0.06%
324 - Motor vehicle accident with no injuries.	2	0.12%
412 - Gas leak (natural gas or LPG)	1	0.06%
500 - Service call, other	1	0.06%
541 - Animal problem	13	0.81%
541S - Snake Call	5	0.31%
550 - Public service assistance, other	4	0.25%
551 - Assist police or other governmental agency	1	0.06%
553SM - smoke detector maint	8	0.50%
611 - Dispatched and cancelled en route	1	0.06%
622 - No incident found on arrival at dispatch address	3	0.19%
700 - False alarm or false call, other	2	0.12%
710 - Malicious, mischievous false call, other	1	0.06%
746 - Carbon monoxide detector activation, no CO	1	0.06%
	Total: 130	Total: 8.09%
STATION #: Station 377		
	0	0.00%
300 - Rescue, EMS incident, other	5	0.31%

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
320 - Emergency medical service, other	1	0.06%
321 - EMS call, excluding vehicle accident with injury	98	6.10%
322 - Motor vehicle accident with injuries	2	0.12%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.06%
341 - Search for person on land	1	0.06%
422 - Chemical spill or leak	1	0.06%
500 - Service call, other	2	0.12%
541 - Animal problem	15	0.93%
541S - Snake Call	1	0.06%
550 - Public service assistance, other	2	0.12%
553SI - Smoke Detector Install	2	0.12%
553SM - smoke detector maint	10	0.62%
611 - Dispatched and cancelled en route	4	0.25%
622 - No incident found on arrival at dispatch address	6	0.37%
700 - False alarm or false call, other	1	0.06%
715 - Local alarm system, malicious false alarm	1	0.06%
735 - Alarm system sounded due to malfunction	1	0.06%
745 - Alarm system activation, no fire - unintentional	1	0.06%
Total: 155		Total: 9.65%
STATION #: Station 378		
118 - Trash or rubbish fire, contained	1	0.06%
141 - Forest, woods or wildland fire	1	0.06%
162 - Outside equipment fire	1	0.06%
321 - EMS call, excluding vehicle accident with injury	40	2.49%
322 - Motor vehicle accident with injuries	1	0.06%
541 - Animal problem	7	0.44%
550 - Public service assistance, other	1	0.06%
553SI - Smoke Detector Install	4	0.25%
553SM - smoke detector maint	23	1.43%
600 - Good intent call, other	1	0.06%
611 - Dispatched and cancelled en route	3	0.19%
611A - Error in Dispatch	1	0.06%
622 - No incident found on arrival at dispatch address	4	0.25%
735 - Alarm system sounded due to malfunction	1	0.06%
Total: 89		Total: 5.54%
STATION #: Station 379		
	0	0.00%
300 - Rescue, EMS incident, other	2	0.12%
320 - Emergency medical service, other	4	0.25%
321 - EMS call, excluding vehicle accident with injury	128	7.97%
412 - Gas leak (natural gas or LPG)	1	0.06%
511 - Lock-out	1	0.06%
531 - Smoke or odor removal	1	0.06%
541 - Animal problem	15	0.93%
541S - Snake Call	1	0.06%
550 - Public service assistance, other	6	0.37%
551 - Assist police or other governmental agency	1	0.06%
553 - Public service	1	0.06%
553SI - Smoke Detector Install	4	0.25%
553SM - smoke detector maint	9	0.56%
611 - Dispatched and cancelled en route	5	0.31%
622 - No incident found on arrival at dispatch address	5	0.31%
700 - False alarm or false call, other	1	0.06%
736 - CO detector activation due to malfunction	1	0.06%
745 - Alarm system activation, no fire - unintentional	1	0.06%

INCIDENT TYPE CODE & DESCRIPTION	TOTALS	PERCENT
	Total: 187	Total: 11.64%
STATION #: Station 380		
	0	0.00%
321 - EMS call, excluding vehicle accident with injury	148	9.22%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.06%
324 - Motor vehicle accident with no injuries.	4	0.25%
331 - Lock-in (if lock out , use 511)	1	0.06%
420 - Toxic condition, other	1	0.06%
511 - Lock-out	1	0.06%
531 - Smoke or odor removal	1	0.06%
541 - Animal problem	14	0.87%
541S - Snake Call	5	0.31%
551 - Assist police or other governmental agency	1	0.06%
553SM - smoke detector maint	1	0.06%
600 - Good intent call, other	1	0.06%
611 - Dispatched and cancelled en route	6	0.37%
611E - EMS: Dispatched and cancelled en route	1	0.06%
622 - No incident found on arrival at dispatch address	10	0.62%
631 - Authorized controlled burning	1	0.06%
700 - False alarm or false call, other	2	0.12%
730 - System malfunction, other	1	0.06%
736 - CO detector activation due to malfunction	4	0.25%
745 - Alarm system activation, no fire - unintentional	1	0.06%
	Total: 205	Total: 12.76%
	Total: 1,606	Total: 100.00%



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Eric Perry, Assistant Chief of Community Risk Reduction

MTG. DATE: April 15, 2025

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 Prevention

RECOMMENDED MOTION

No motion is necessary for this agenda item.



COMMUNITY RISK REDUCTION DIVISION REPORT

Assistant Chief Eric Perry

March 2025

Assistant Chief's Activities

- As the CRT Trial program continues to show success, so does our direct transfer to 311 for the public assist calls. We are exploring the ability of partnering with 311 in Pinal County as well to provide direct call access to 311 services regardless of county. Currently, if a resident in Pinal County called 311 they would go to Pinal 311 which does not dispatch for us. I am planning to set up a meeting with Pinal 311 this month to determine the possibility of them transferring to Pima 311. This would allow us to take these calls out of the 911 system entirely while promoting an easy to remember three-digit number for residents to call.

Stay tuned ...

- 311 utilizations through the 911 system vs 911 utilization for public assistance call types

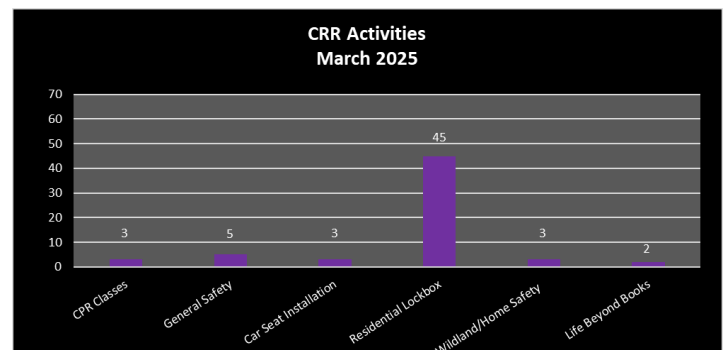
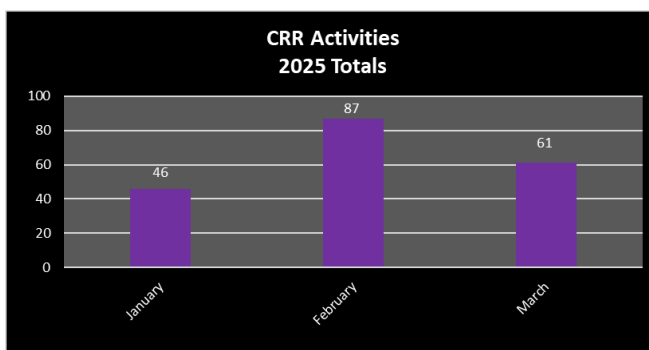
311 thru the 911 system	
Type Code	Count
ASST	184
SNAKE	109
Grand Total	293

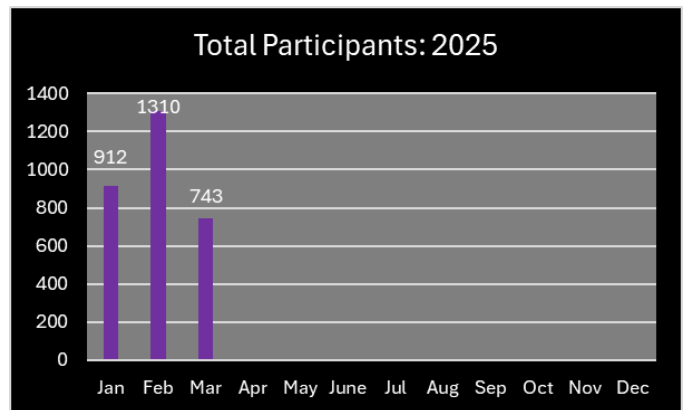
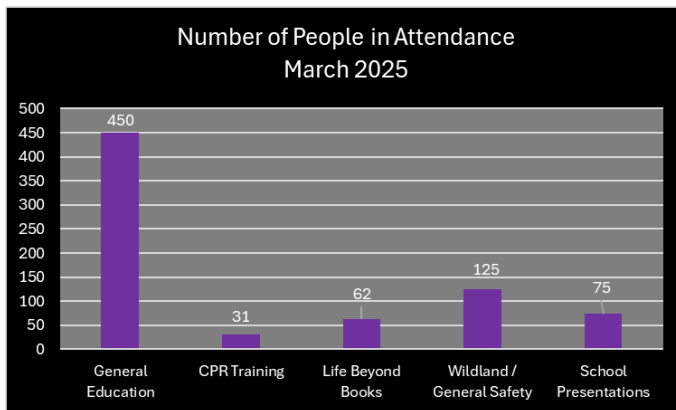
911	
Type Code	Count
ASST	161
SNAKE	87
Grand Total	248

- Our Wildland Presentations continue to gain steam. We received a request for a recreation of the SaddleBrooke 2 presentation to the residents of Sun City. Our wildland and community education teams are knocking it out of the park!
- Work continues transitioning to a Program Structured Performance Based budgeting system. Our folks have done a great job in submitting budget proposals in the new format, and in a very condensed time frame!

Community Education, Engagement & Risk Reduction

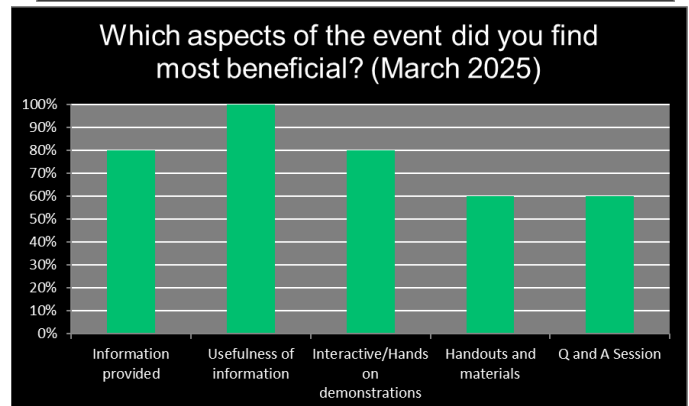
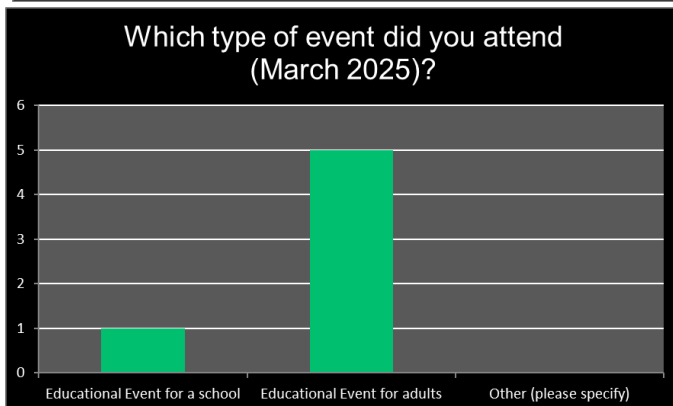
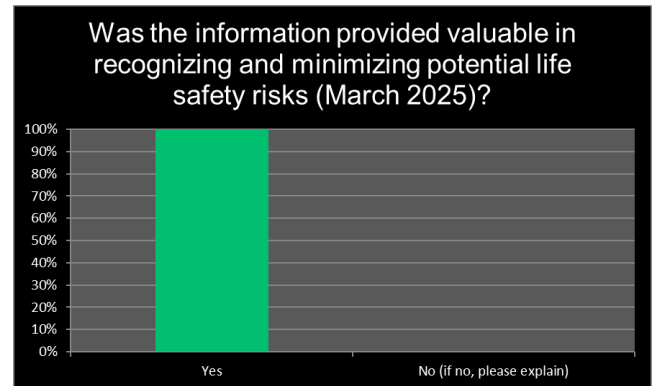
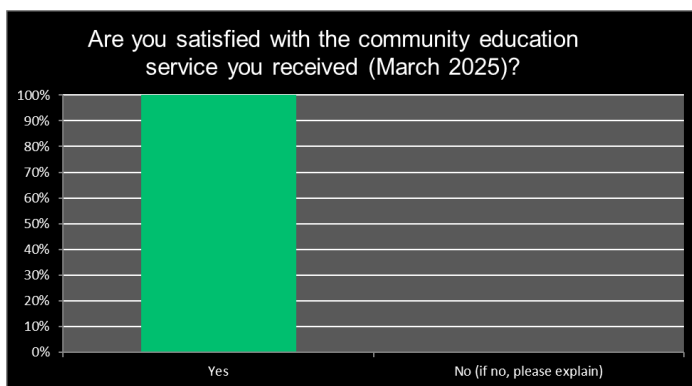
Deputy Chief of Community Risk Reduction – Jeremy Hilderbrand





Community Risk Reduction – Performance Measures (March 2025)

- Survey results based on 6 responses to various educational events provided by GRFD in March 2025.



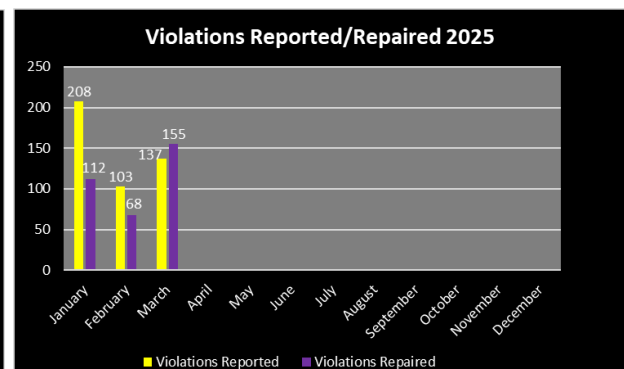
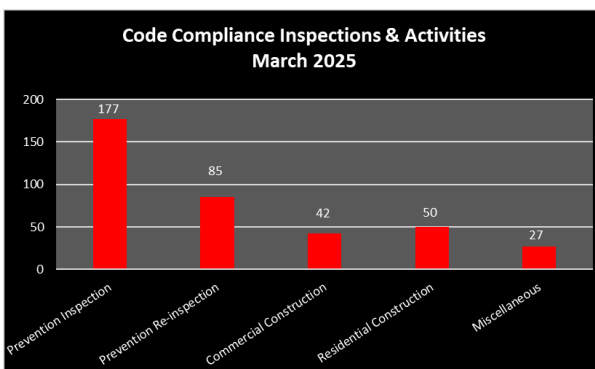
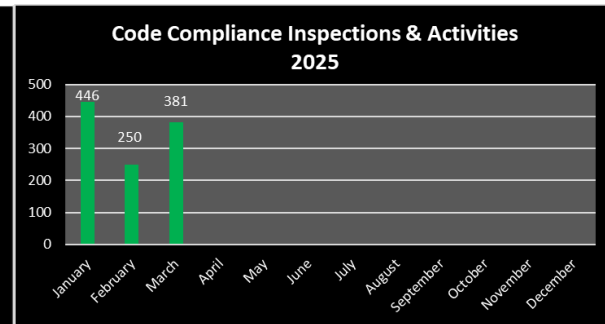
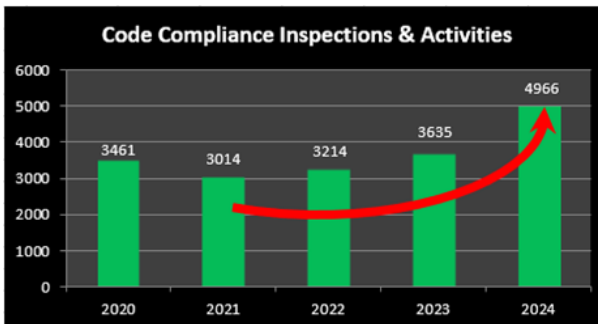
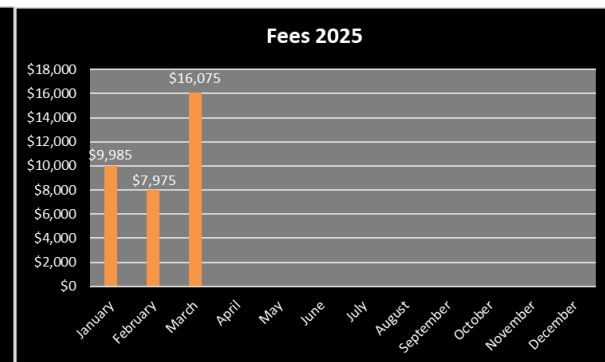
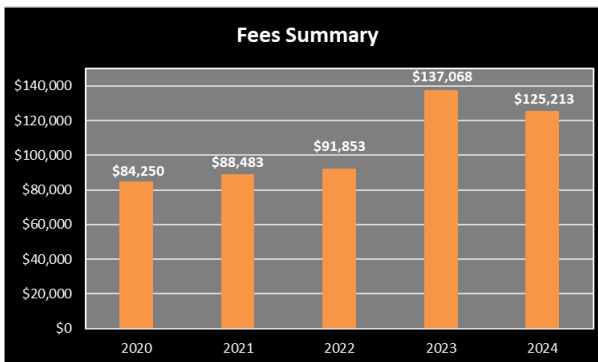
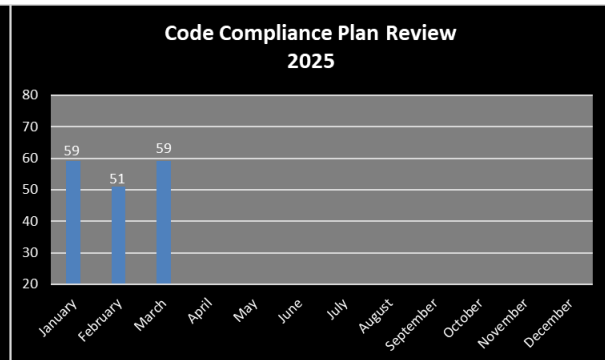
Community Resource Technician activities report for March 2025



OUTPUTS (MO)	OUTPUTS (ANNUAL OR YTD)	
0	51	Wildland Billings
26	1424	EMS Memberships provided
0	1232	Vendor Payments Provided
0	122	Employee Payments Provided

RESULTS (MO)	RESULTS (ANNUAL OR YTD)	
13%	29%	% GRFD Programs that are on or under budget (within 5%)
606	5739	Payroll Payments accurately paid on scheduled payday.
0%	NA	% Vendor Payments accurately paid within 30 days of receipt by GRFD personnel.
0%	NA	% Vendor payments accurately paid within 15 days of receipt by finance personnel.
0%	0%	% Transports billed within 7 days of date of service.
yes	100%	% Months that actual to budget reports are delivered by the second Tuesday of the following month.
NA	100%	% Outside auditor opinion that results in an “unqualified opinion”.
NA	NA	% of surveyed respondents are satisfied with the service received from finance

Fire Prevention Program - Performance Measures



- % fire prevention inspections completed year to date = 22%
- % fire prevention inspections requiring re-inspection = 42%
- % businesses compliant with the International Fire Code = 58%
- % plan review completed by scheduled due date year to date = 100%
- # of fire investigations completed year to date = 12
- # of training hours completed year to date = 207

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
Shell Building T.I. 16054 N Oracle Rd Ste 110	Splendido - Kitchen T.I. 13500 Rancho Vistoso	OV Big Wash Water Treatment 12151 N. Oracle	Oasis Golf Club T.I. 9290 N Thornydale Ste 108	Taylor MD Spa T.I. 8387 N Oracle
C Store T.I. 16455 N Oracle	All Seasons Casitas F.A. 1734 Innovation Park	CDO High School F.A. 25 W Calle Concordia	Circle K CO2/T.I. 3712 W Cortaro	Good Feet T.I. 7315 N Oracle
Wildflower Reserve Pump House 3551 E Golder Ranch Rd	Oro Valley Hospital T.I. 1551 E Tangerine	Action Behavior Centers T.I. 11835 N Oracle Ste 117	LJA Engineering T.I. 7458 N La Cholla	Circle K T.I. 8780 N Oracle
Toensing Chiropractor T.I. 16138 N Oracle	TOV Community Center T.I. 10555 N La Canada	Vacant Building F.A. 11695 N Oracle	Fry's F.A. 3770 W Ina	Shell Building T.I. 7435 N Oracle
The Motive Wellness 2530 E Vistoso Commerce	Highland Clubhouse T.I. 10702 N Highlands	Vacant Building F.A. 11855 N Oracle		Shell Building T.I. 7493 N Oracle
Catalina Craft Pizza T.I. 15970 N Oracle Ste 178	OV Assisted Living Main 12380 N Vistoso Park	TOV Pusch Ridge Golf T.I. 10000 N Oracle		3RD Church T.I. 7312 N Oracle
Bashas - Starbucks T.I. 15310 N Oracle	Stone Canyon Clubhouse F.A. 14250 N Hohokum Village	Shell Building 10281 N Oracle		Trader Joe's T.I. 7912 N Oracle
Urban WellNess T.I. 12985 N Oracle Ste 165	OV Assisted Living Casitas 12380 N Vistoso Park	Surf Thru Car Wash 11595 N Oracle		Edward Jones T.I. 7435 N Oracle
Radiology Ltd 2551 Vistoso Commerce	Vantage West T.I. 11165 N La Canada Ste 175	Pain Institute of AZ Surgery 365 E Linda Vista Ste A		Tucson Cosmetics 1230 W Ina
GRFD Fire Station 378 32384 E SaddleBrooke Ranch	Oro Valley Courts T.I. PH2 11000 N La Canada	Pain Institute of AZ Clinic 365 E Linda Vista Ste B		Red Light Method T.I. 7980 N Oracle Ste 110
Who Received Project Final Inspection	Coffee Berry 10335 N La Canada	Hilton Epazote T.I. 10000 N Oracle		Mt. View Retirement Hood System 7800 N LaCanada
Healthy Skin T.I. 2295 E Vistoso Commerce	Gateway @ Vistoso Apartments 945/955 W Vistoso Highlands	Hampton Inn 11655 N Oracle		
Oranju T.I. 7969 N Oracle	Shell Building 1440 W Naranja Bldgs 1,2,3	Holiday Inn - Cell Dialer 11075 W Oracle Rd		
Nikon - Mag locks 12490 Rancho Vistoso Blvd		Office Max F.A. 10595 N Oracle		
La Posada 11050 Avenida Posada de Oro		Workout Anytime T.I. 11975 N Oracle		
Tucson Federal Credit Union T.I. 2150 E Tangerine		The Picklr Oro Valley T.I. 11855 N Oracle		
		Complete Canine T.I. 10140 N Oracle		
		Life Storage - Solar Panels 11061 N Oracle		

Fire Marshal Akins

- Attended a lunch-and-learn with Southwest Gas representatives
- Met with Immaculate Heart representative regarding the vacant high school building
- Presented at the TOV Wildland Fire Q&A
- Met with residents of the Lomas de Oro Neighborhood regarding lack of fire flow
- 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 Fire Prevention Staff

Education/Committees/Training Activities

- DFMs and Inspectors attended a lunch-and-learn with Southwest Gas representatives
- DFMs and Inspectors attended Southern Arizona Fire Marshals meeting
- DFM Druke virtually attended the AZCFSE Fire School Committee meeting
- DFMs and Inspectors attended the Joint Fire Investigation meeting with NWFD, OVPD, MPD, PCSD, and PCAO

GRFD Fire Investigations



- On March 11, 2025, a vehicle fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation
- On March 16, 2025, a structure fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation
- On March 17, 2025, a structure fire was reported in Northwest Fire District
 - GRFD assisted with the origin and cause investigation



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Grant Cesarek, Assistant Chief of Support Services

MTG. DATE: April 15, 2025

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
- Strategic Communications
- Logistics
- Facilities Maintenance
- Fleet
- Health & Safety
- IT
- Planning
- Supply

RECOMMENDED MOTION

No motion is necessary for this agenda item.



SUPPORT SERVICES' DIVISION REPORT

Assistant Chief Grant Cesarek

March 2025

Assistant Chief's Activities

- Much of the work this month from all of our leadership was on the budget preparation.
- Initial design of a vehicle replacement plan that extends to 2036 to assist with capital budget planning.
- Continued work on the bond projects; station 378 project, planning for renovations to fleet and training.
- Worked closely with SaddleBrooke Ranch about questions regarding the station opening, communications tower and enhancing their overall cellular communications.
- Started to work with the Fiesta de los Bomberos group again, will be emcee for the event in September.
- Assisted with a hiring panel for our policy coordinator position that is open.
- The support services team completed edits to the job description for the open procurement position, hiring to occur in April.
- The team also built the job description for our fleet electronics position that will be filled by the end of fiscal year.

Facilities Maintenance Activities

- **Results**
 - Percent of employees injured due to facility conditions: **0**
 - Percent of facilities that do not experience equipment failures (measured monthly): **6.6% (1/15)**
 - Percent of district facilities that are fire code compliant: **100%, All fire inspections completed, repairs made for any deficiencies noted during inspection.**
- **Outputs**
 - Number of service ticket responses provided: **72**

Fleet Maintenance Activities

- John, Phil and Jesus attended Southwest EVT 2025 Training Conference in Texas
- 1142 (LD380) had its final inspection at FTS in Phoenix
- Completed all aerial apparatus third party testing
- Fleet will be hosting ASFMA Hydraulics class with EVT testing opportunity on April 11 & 12 at the Training Facility

Monthly parts and labor costs:

Admin	\$911.00
EMS	\$13,103.00
Fire	\$22,624.00

- **Fleet outputs**

- Closed work orders YTD: 1,254
- Labor hours billed YTD: 2332
- Percentage of Annual NFPA inspections completed YTD: 53%

Health and Safety

Health and Safety Division Chief – Chris Charnoki

RESULTS

- Percent of employees who do not experience documented injuries – **97% (9 total injuries reported in quarter one of from January – March 31, 2025). This report provided by Securis.**
- Percent of employees who engage with mental health consultation services – **8.3% from January 1, 2024 – December 31, 2024.**
- Percent of district employees who completed their annual physical – **94% of Quarter 1 members (January, February, March).**
- Number of reported near-miss incidents – **0**

OUTPUTS

- Number of peer support sessions conducted – **57 total sessions reported from January 1, 2024 – December 31, 2024.**
- Number of mental health consultation sessions engaged – **25 total sessions reported from January 1, 2024 – December 31, 2024.**

HEALTH AND SAFETY TEAM

- Continued meetings with our Regional Partners from TFD/NWFD/TPD/PCSO for upcoming Health and Wellness Day on April 30, 2025 at the TCC. This is a free conference and should be a fun day filled with free food, raffles and amazing speakers.
- Assisted Professional Development with Live Fire Training.
- Met with our ImageTrend representative and fine-tuned the exposure and mental health reporting features within the program. This enhancement enables personnel to document exposures to carcinogens during fire-related calls and provides a record of work-related stress injuries, which are considered qualifying events under the Craig Tiger Act.
- Met with Dr. Arnold/Terry Budge/Paul Granstrom from 1582.
- Testing out new hydration powders from LMNT, SkyMD and Drip Drop with crews that have been completing Live Fire. These hydration powders are much healthier with less sugar and better vitamins and minerals for hydration needs than the current one we are using.

IT Applications Group Activities/Projects

Application Team Update

The Application team has been focused on preparing for our ImageTrend dedicated account representative's visit. During this time, we successfully implemented several enhancements to our ePCR and Fire Form systems. These improvements are designed to streamline daily operations, introduce new reporting capabilities, and enhance our ability to track firefighter exposures and traumatic events.

Summary of Updates

Form Enhancements

Wildland Exposures – Captures detailed information on fire exposure incidents involving firefighters in wildland settings.

Fire Exposures – Similar enhancements applied to the general Fire Form to document any fire-related exposures firefighters may experience.

Trauma Section – A new section added to record incidents where Golder personnel are involved in or witness traumatic events.

New Reports Created

Personnel Exposure & Traumatic Event Summary

Personnel Traumatic Event Summary

Personnel Exposure Summary

Monthly Incident Type Count Report

ERF – Low Risk Fire Test

Count of Transports with Wall Time > 45 Minutes by Destination

Count of Transports with Wall Time < 45 Minutes by Destination

IT GIS Activities/Projects

Major GIS projects in March 2025 were:

ImageTrend / Elite – assist in the completion of legacy location into Elite as well as working with improving dashboards and data extraction; participated in the hands on training with our account advisor during a site visit for 3 days.

Ongoing

Network analysis for run times for Stations 380 and NWFD Stations 333 for Captain Daily to determine issues with responses to Tohono Chul Park.

Fire data request for February, 2025 from Deputy Chief Rutherford; data broken up by the National Fire Incident Reporting System (NFIRS) codes and property codes.

Tested the March map for the monthly roll out

Incident analysis of calls run for Stations 376 and 379 for BC Hastings.

Map request from HR Supervisor Noland to show an overlay of employee zip codes with Nice coverage.

Performance measure data for Special Ops for BC Hastings

EMS predictive data project with BC Taylor, Captain Sanchez and Paramedic Morales-German to look at EMS incident and transport volumes to predict how they will grow

Ongoing

Several small map and printing requests for staff.

Hydrant inspection data updates and edits as needed for crews for this year's inspections of 4,665 hydrants!

IT Systems Group Activities/Projects

Application Team Update

Encryption Platform Upgrade

The team successfully transitioned from Sophos Encryption to Microsoft Defender for endpoint encryption management. This strategic shift offers:

Streamlined administration through seamless integration with Microsoft 365.

Improved policy control via Microsoft Intune.

Cost savings by eliminating annual licensing fees for Sophos.

Enhanced security with a more robust, native encryption solution.

What3words App Deployment

IT is actively deploying the What3words application to all captains' phones across the department.

This location-based tool enhances field personnel's ability to communicate precise locations during emergency responses, improving situational awareness and response efficiency.

Station USDD ATX G2 Controller Interface Updates

The IT team is updating the Station USDD ATX G2 Controller Interfaces to enhance station alerting systems and ensure compatibility with new equipment. These updates are part of the department's ongoing technology modernization efforts to improve operational efficiency.

ePCR Rollout Status

The IT department is currently testing connectivity enhancements for the new ePCR devices to ensure seamless cellular and WiFi transitions in the field.

Key Updates on the Rollout:

8 ePCR devices have been successfully deployed across 6 stations.

Connectivity optimization remains the primary focus to guarantee reliable field performance.

This project represents a significant upgrade to field reporting capabilities.

Once testing is complete, the department will move forward with the full deployment across all remaining stations. The technology team anticipates providing further progress updates at the next board meeting.

Procurement and Fire Supply

Results

- Number of hours of work lost due to injuries caused by equipment failures: **0**

Outputs

- Number of new or innovated products evaluations provided: **7**
- Number equipment failures during training: **1**
- Number of service ticket responses provided: **25 fire equipment related**

Demands

- Number of service tickets expected to be requested: **120**
- Number of innovative new product evaluations expected to be requested: **5**

Strategic Initiatives & Community Presence

- MD Ally expansion into GRFD and NWFD areas press conference at PSCD
- IMPACT Food Drive
- Installation of a Deaf and Hard of Hearing smoke alarm system
- Safety First Saturday promotions
- Wildfire Safety Community Q&A promotions
- Women's History Month
- International Women's Day
- Oro Valley Chamber board meeting
- Several website design meetings to tailor needs for our residents

Public Relations

News Coverage:

- KOLD, KVOA, and KGUN 9 news coverage on MD Ally expansion
- KOLD, KVOA, and KGUN 9 news coverage on SaddleBrooke Fire
- KGUN 9 coverage on Wildfire Safety Community Q&A
- KVOA coverage on live fire training smoke alert
- Tucson Local Media Best of the Northwest edition, GRFD is a Reader Recommended Agency
- Several digital posts were showcased on news media sites

Communications & Social Media Strategy

Featured content:

- Wildland video showcasing training
- SaddleBrooke Fire alerts showcasing response
- Propane tank training video
- Homeowner's Guide to Fire Protection promotions
- Wildfire Safety Community Q&A follow up
- Women's History Month highlights
- MD Ally expansion press conference
- Special Operations response to Deer Camp Loop Trail in Catalina Mountains
- GRFD and NWFD response to a house fire in 2900 block of W. Verona Place
- Employee spotlights (Code Saves, STEMI recognitions, promotions, years of service)
- Now Hiring Procurement & Supply Specialist I
- Community Education presentations including 17th Annual Drug Awareness Day, Copper Creek and Butterfield Elementary events
- Live Fire Training smoke notice
- GRFD named a Reader Recommended agency in the 2025 Best of Northwest edition

Ongoing Promotions

- Safety First Saturday
- PSAs including wildfire prevention and St. Patrick's no drinking and driving
- District achievements (Employee Spotlights, emergency responses)

Social Media by the Numbers

Facebook

- Profile Visits: 5,610
- Posts: 66
- User Reach: 158,000

Instagram

- Profile Visits: 1,500
- Posts: 66
- User Reach: 76,000

X

- Engagements: 340
- Posts: 15
- Impressions: 9,600

District Communications

Emergency Alerts & Updates: 18

Press Releases: 2

Public Service Announcements: 6

Employee Spotlights: 9

Executive Communications Reviews: 4



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

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

MTG. DATE: April 15, 2025

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
- 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

March 2025

EMS

EMS Division Board Report **April 2025**

Provider Recognitions

- Northwest Medical Center recognized our A shift crews from EN377 and PM375 for a call they ran on January 29th, 2025. The crew was recognized for their care and notifications on a chest pain patient having a STEMI. The crew's actions resulted in a door to balloon time of 44 minutes and a first medical contact to balloon of 64 minutes, these times are outstanding! Great job Captain Stevens, Engineer Ludewig, Paramedics Antista and Kunze, and Firefighters Childress and Gerber!



- Northwest Medical Center recognized our A shift crews from EN378 and PM370 for a call they ran February 26th, 2025. The crew was recognized for their care and notifications on a chest pain patient having a STEMI. The crew's actions resulted in a door to balloon time of 40 minutes and a first medical contact to balloon of 90 minutes, these times are excellent! Great work Captain Davidson, Muirhead, Paramedics Jansen and Hains, and Firefighters Lopez and Metz!



- Northwest Medical center highlighted both cases in their ambulance bay for other crews to see.

- EMS Division recognized 376 B shift for a code save on February 23rd, 2025. Their patient was discharged home neurologically intact several days later. Outstanding work Captain Carlson, Engineer Citro, Paramedics Campbell and Deitering, and Firefighters Ledoux and Anderson!



EMS Training

- Division staff spent the month assisting Professional Development with live fire training.
- Finishing touches completed for joint training with Professional Development and Oro Valley Police. EMS Division created a power point for the classroom portion of the training on active shooter response, triage, rescue task force deployment, and treatment and transport. This training will take the place of our April skills lab sessions.

EMS Team

- DV Taylor achieved Certified Ambulance Privacy Officer from the National Academy of Ambulance Compliance.
- Division staff attended two in-person sessions with our Image Trend representative. We were able to make significant progress on improving PCR accuracy and measuring the Emergency

Medical Response Program's performance. Thank you to executive leadership for arranging this valuable interaction.

- We posted recruitment to identify personnel interested in going to paramedic school in September.
- We submitted our Application for Adjustment of General Public Rates to Arizona DHS. We have requested increases in our base and mileage rates.

EMS Performance

Emergency Medical Response Program

The purpose of the Emergency Medical Response program is to provide emergency response, evidenced-based medical care, and ambulance transport services to residents and visitors of the community so they can receive a timely response and experience the best possible health outcomes.

February 2025 Results:

% EMS calls for service where the turnout time is 1:15 or less. **80.4%**

Maintain emergent (Code III) responses where the first unit total response time is 9:00 minutes or less for urban areas and 12:00 minutes for rural areas. Urban = **10.6**; Rural = **14.1**

Maintain wall times (arrival at hospital to transfer of care) at the 90th percentile to 45 minutes or less. **34:35**

The number of instances and associated lengths of time where non-reserve ambulance availability is 0. **There were four occurrences. Still determining a way to measure the duration.**

% cardiac arrest responses where nationally recognized EMS performance measure benchmarks are met. **Developing a means of measurement.**

% cardiac responses where CPR is administered prior to first unit arrival. **100%**

% survival rate for cardiac arrest (Utstein Formula of Survival) **21%**

% STEMI responses where nationally recognized EMS performance benchmarks are met. **Developing a means of measurement.**

% stroke responses where nationally recognized EMS performance benchmarks are met. **Developing a means of measurement.**

% TBI responses where nationally recognized EMS performance benchmarks are met. **Developing a means of measurement.**

% of surveyed respondents are satisfied with the service received from EMS response. **Developing a survey.**

% budget variance. Operations = **53.7%** and Supplies = **58.4%**

Outputs:

The number of EMS responses provided. 1,097

The number of ambulance transports provided. 656

Demands:

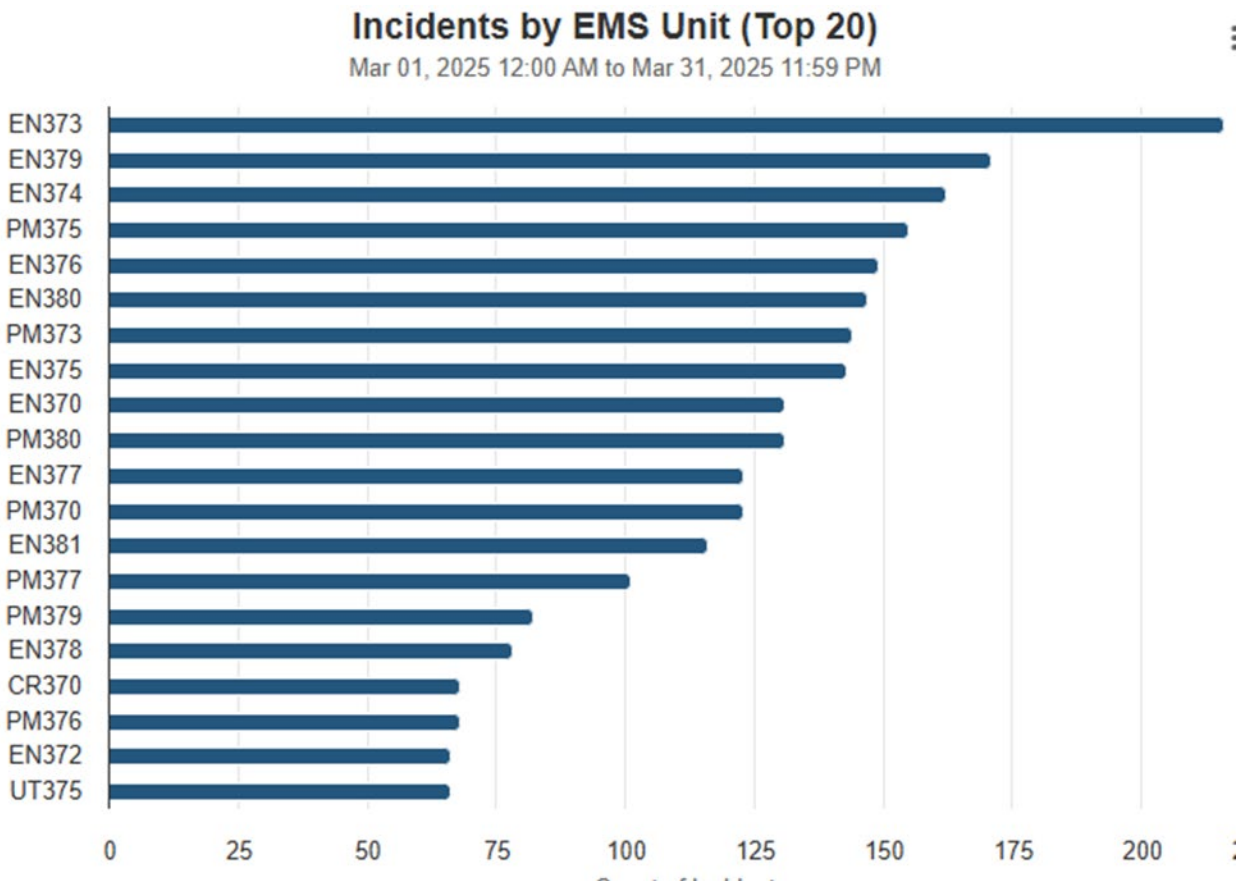
The number of EMS responses expected to be requested. 1,010

The number of ambulance transports to be requested. 612

Efficiencies:

EMS program expenditure per total number of EMS responses. Developing a means of measurement.

EMS program expenditure per capita. Developing a means of measurement.



Fire Response Program

The purpose of the Fire Response program is to provide life safety, fire suppression, and property conservation services to our community so they can experience a timely and professional response to minimize the loss of life and property.

March 2025 Performance Results:

% fire calls for service where the turnout time is **1:30** or less.

% urban (>2500 pop. density) fire calls for service where the first unit is on scene in **9:20** minutes or less (from time of dispatch). (In development)

% urban (>2500 pop. density) moderate risk fire calls for service where the effective response force is on scene in **23:35** minutes or less (from time of dispatch). (In development)

% urban (>2500 pop. density) high risk fire calls for service where the effective response force is on scene in **33:45** minutes or less (from time of dispatch). (In development)

% urban (>2500 pop. density) maximum risk fire calls for service where the effective response force is on scene in **43:45** minutes or less (from time of dispatch). (In development)

% rural (<2500 pop. density) fire calls for service where the first unit is on scene in **12:20** minutes or less (from time of dispatch). (In development)

% rural (<2500 pop. density) moderate risk fire calls for service where the effective response force is on scene in **25:30** minutes or less (from time of dispatch). (In development)

% rural (<2500 pop. density) high risk fire calls for service where the effective response force is on scene in **35:30** minutes or less (from time of dispatch). (In development)

% rural (<2500 pop. density) maximum risk fire calls for service where the effective response force is on scene in **45:30** minutes or less (from time of dispatch). (In development)

100% of fires contained to the room of content.

100% of fire responses where there is no injury or loss of life (to the public).

100% of fire responses where there is no injury or loss of life (to GRFD personnel)

% of surveyed respondents are satisfied with the service received from fire response (still being considered and/or developed).

% budget variance (In development).

Outputs:

Elite gridaz

OPS Division - Family of Measures (Outputs)

Fire Alarm Responses (NFIRS 700s)

Incident Type And Description	Total
700 - False alarm or false call, other	9
710 - Malicious, mischievous false call, other	1
715 - Local alarm system, malicious false alarm	1
730 - System malfunction, other	1
735 - Alarm system sounded due to malfunction	2
736 - CO detector activation due to malfunction	9
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1
Total: 28	

Vehicle Fire Responses (NFIRS 130s)

Incident Type And Description	Total
131 - Passenger vehicle fire	1
Total: 1	

Rubbish Fire Response (NFIRS 150s)

Report Results
There are no results. Please redefine your search criteria.

Residential Fire Responses (NFIRS 111, Prop. Type 419, 429)

Incident Type And Description	Property Use And Description	Total
113 - Cooking fire, confined to container	419 - 1 or 2 family dwelling	2
118 - Trash or rubbish fire, contained	419 - 1 or 2 family dwelling	3
Total: 5		

Commercial Fire Responses (NFIRS 111, Prop. Type not 419, 429)

Report Results
There are no results. Please redefine your search criteria.

Honor Guard and Pipes & Drums

PIPES AND DRUMS

Pipes and Drums did not have any expenses this month.

1 Event- Marana Founder's Parade (NWFD)

- Landon Holzhauer – Snare Drum

HONOR GUARD

1. We had 1 expenditure this month: 1. Rebecca Alterations and cleaning services (Jimmy Labas uniform cleaning). **Monthly Total: \$25.95**

2. District credit card and Honor Guard budget is all squared up.

Honor Guard participated in three events for the month of March:

- | | |
|-----------------------------------------------------------|--------------------------------|
| 1. March 1 st (Safety Day at the Tucson Mall). | - Jimmy Labas |
| 2. March 7 th (Monthly Meeting). | - Full team- |
| 3. March 16 th (AWIMA). | - Colby, Labas, Rhein, Hoffman |

Professional Development



2025 Live Fire Drill

Courses/Training

- Annual OSHA training
 - Assignments were due March 31, 2025
- 2025 Live Fire Behavior drill began
 - 1st burn was March 13, 2025 for staff running the drill
 - Suppression drills began March 17, 2025 and ran through March 25, 2025
 - Preparing new and updated VFIS training for 2025

- 2025 Fire Officer Academy
- 2025 Fire Officer Academy student notifications were made
 - 15 students were selected to attend the full Academy
 - 4 people were selected to audit classroom portion of the course
 - Purchased Blue Card Certifications for students
 - Officer academy will begin April 14, 2025 and end May 22, 2025



Live Fire Washdown Process

24-01 Probationary Year

- Module I and II practical testing took place March 4-6, 2025
- Module III books are due May 15, 2025
- Module IV books will be due July 31, 2025
- Module I, II, III, and IV practical testing will be August 4-6, 2025

Miscellaneous

- FDIC International 2025 will be April 7-12, 2025 in Indianapolis, Indiana
 - Sponsoring 7 personnel from the field

Professional Development Program

- The purpose of the Professional Development Program is to provide professional development services to Golder Ranch Fire District team members so they can be highly trained and prepared for advancement in their career.

March 2025 Results

- 27% completion rate on Firefighter ISO training.
- 28% completion rate on Engineer ISO training.
- 26% completion rate on Officer ISO training.
- 100% completion rate on all district-required annual Administration OSHA training
- 100% completion rate on all district-required annual Community Resource Technician OSHA training
- 100% completion rate on all district-required annual Fleet, Logistics, and IT OSHA training
- 100% completion rate on all district-required annual Suppression and FLS OSHA training
- 100% completion rate on all district-required annual Supervisor Administration OSHA training
- 100% completion rate on all district-required annual Supervisor Fleet, Logistics, and IT OSHA training
- 100% completion rate on all district-required annual Supervisor Suppression and FLS OSHA training
- 84% completion rate on all district-required annual Wildland Refresher Training
- % completion rate on all district-required annual Physical Agility Evaluations. Work in progress
- % completion rate on all district-required annual VFIS Refresher training. Work in progress
- % completion rate on all district-required annual Ropes Ops/Tech Refresher training. Work in progress
- % completion rate on all district-required annual Swift Water Ops/Tech training. Work in progress
- % completion rate on all district-required annual Hazmat Refresher training. Work in progress
- Promotional success rate. Nothing to report
- % of members on promotional eligibility lists than the positions in each class up to Battalion Chiefs. Work in progress
- % of surveyed respondents are satisfied with the service received from professional development. Work in progress
- % budget variance. Work in progress

Outputs

- 600 hours of recruit training will be delivered annually. Work in progress
- 160 hours of Driver/Operator training will be delivered every two years. Work in progress
- 192 hours of Fire Officer I and II training will be delivered every two years. Work in progress
- 160 hours (six classes) of leadership development training will be delivered every two years. Work in progress

- 60 hours of required annual training, in addition to ISO requirements, will be delivered annually. Work in progress
- 80 hours of rope and swift water rescue technician training will be offered annually. Work in progress
- One Battalion Chief promotional process will be provided every two years. Work in progress
- One Captain promotional process will be provided every two years. Work in progress
- One Engineer promotional process will be provided every two years. Work in progress

Special Operations

Results

- 40% of the Special Operations responses involved injuries or loss of life.
- 0% of the Special Operations responses resulted in injuries or loss of life to GRFD personnel.
- 100% of the Special Operations Team response's turnout times were 2:30 minutes or less.
- 100 % HAZMAT responses where the affected area was mitigated in 6 hours or less.
- TBD% of surveyed respondents are satisfied with the service received from HAZMAT response
- 17% budget variance

Outputs

- 2 technical rescue responses
- 1 hazardous material responses provided
- 5 individuals served

Monthly Response Highlights

- The Special Operations Team responded to the 50-Year Trail in the Catalina area and rescued 3 individuals and a dog. The team worked with the Pima County Sheriff's Department (PCSD) and the Department of Public Safety (DPS) to affect the rescue. One individual was air lifted off the trail and to the hospital, while the others were assisted off the trail by the team.



- The Special Operations Team responded to the Linda Vista Loop Trail and rescued one individual. The team provided medical care and assisted the individual off the trail.
- The Special Operations Team responded to a hazardous materials incident in a parking lot off Oracle Road. The team contained a gasoline spill and mitigated the incident.

Monthly Training

Regional Hazardous Materials Training

- GRFD's Captain Tobin Johnson has developed and is delivering this quarter's Regional Hazardous Materials training.

- The Special Operations Team participated in the March Regional Hazardous Materials training. The training topic was the Incident Command System (ICS), which reflected adjustments in the regional plan to align the region with the national standard. This training was completed through online education.
- April's regional hazardous materials training will continue to focus on the ICS structure and will be delivered as practical training.

Regional Technical Rescue Technician (TRT) Training

- The Special Operations Team participated in the March Regional TRT training. The training topic was Confined Space Rescue. This practical training was completed using the underground tunnel system at the PSA.
- GRFD's Captain Sam Garcia is developing and will deliver April and May's Regional TRT training.
- April's Regional TRT training will focus on Swift Water Rescue and will be delivered through online education, with the practical component in May.

Regional Initial Training

- Dean Stevens and James Gretta completed Emergency Building Shoring (EBS) training through a regional course. Engineer Matt Gordon and Paramedic Kyle Campbell represented GRFD and served as instructors for the course.

In-District Training

- Captain Sam Garcia is preparing the GRFD Annual Swift Water Rescue Refresher training, which will be delivered to all suppression personnel. The online education component will be delivered in April, followed by the practical component in May.

Wildland

Current Assignments-

- No Resources or equipment assigned out of district.

Recent Assignments-

- 03/28- SaddleBrooke Fire-Hwy 79 Mp96-Mp114 (287 Acres)

Training-

- Completion of District Wildland Refresher
- 03/14- Wildland Information meeting with Town of Oro Valley
- 03/26- Wildland Information meeting with SaddleBrooke HOA 2



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: April 15, 2025

SUBJECT: EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(1) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF FIRE CHIEF BRANDHUBER'S EMPLOYMENT INCLUDING ANNUAL PERFORMANCE REVIEW
NOTE: THE CHAIRPERSON WILL CONFIRM CHIEF BRANDHUBER RECEIVED NOT LESS THAN 24 HOURS WRITTEN NOTICE OF THE EXECUTIVE SESSION

ITEM #: 8A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

This item allows the Golder Ranch Fire District Governing Board to adjourn into executive session to discuss and review Fire Chief Tom Brandhuber's employment including his annual performance review.

RECOMMENDED MOTION

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03.A(1) for the purpose of discussion and review of the fire chief's employment including annual performance review. Those entering executive session will be the Governing Board, the District attorney, HR Director Delong and Board Services Supervisor Ortiz to take minutes.

*Chief Brandhuber may be asked to join the executive session, he has been sent the 24-hour notice of executive session.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Allison Delong, HR Director

MTG. DATE: April 15, 2025

SUBJECT: EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03.A(3) FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE FIRE CHIEF'S CONTRACT
NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO A.R.S. §38-431.03.C.

ITEM #: 8B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☒ Legal Review

BACKGROUND

This item allows the Golder Ranch Fire District Governing Board to adjourn into executive session to discuss and seek legal advice from the district attorney regarding the Fire Chief's contract.

RECOMMENDED MOTION

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03.A(3) for the purpose of discussion and consideration of legal advice with the attorney for the District regarding the Fire Chief's contract. Those entering executive session will be the Governing Board, the District attorney, HR Director Delong and Board Services Supervisor Ortiz to take minutes.

Executive Sessions are confidential pursuant to A.R.S. §38-431.03.C.



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Dave Christian, Finance Director

MTG. DATE: April 15, 2025

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

ITEM #: 8C

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Presented are the monthly financial reports and cash reconciliation.

RECOMMENDED MOTION

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

Golder Ranch Fire District
Summary Budget Comparison - SUMMARY BUDGET TO ACTUAL **BOARD PACKET**
From 3/1/2025 Through 3/31/2025

Account Code	Account Title	Current Period Actual	Current Period Budget	Current Period Budget Variance - Original	YTD Actual	YTD Budget	YTD Budget Variance - Original
5000	Labor/Benefits/Employee Development	2,688,299.42	2,639,935.09	(48,364.33)	28,726,809.07	28,050,770.72	(676,038.35)
6000	Supplies/Consumables	56,297.68	156,186.00	99,888.32	872,664.52	1,402,874.00	530,209.48
6500	Vehicle / Equipment Expense	47,841.35	101,391.00	53,549.65	423,662.89	919,519.00	495,856.11
6750	Utilities / Communications	35,444.83	44,227.00	8,782.17	376,124.31	398,043.00	21,918.69
7000	Professional Services	134,495.27	125,618.00	(8,877.27)	1,138,969.41	1,276,987.00	138,017.59
7500	Dues/Subscriptions/Maint. Fees	9,198.33	68,822.00	59,623.67	752,312.84	673,513.00	(78,799.84)
7750	Insurance	55,372.00	58,800.00	3,428.00	235,080.98	235,200.00	119.02
8000	Repairs / Maintenance	26,957.00	61,520.00	34,563.00	402,047.35	564,355.00	162,307.65
9000	Debt Service	1,074.37	21.00	(1,053.37)	1,289,669.79	1,272,462.00	(17,207.79)
9500	Capital Outlay	137,946.09	196,554.00	58,607.91	1,564,118.57	1,935,986.00	371,867.43
Report Difference		(3,192,926.34)	(3,453,074.09)	260,147.75	(35,781,459.73)	(36,729,709.72)	948,249.99



GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

MTG. DATE: April 15, 2025

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: April 15, 2025

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.