

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

Tuesday, August 19, 2025, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

1. CALL TO ORDER/ROLL CALL

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

Staff Present: Fire Chief Tom Brandhuber, Assistant Chief Grissom, Assistant Chief Perry, Deputy Chief Jarrold, Fire Marshal Akins, Deputy Chief Wilson, Finance Director Christian, IT Director Rascon, HR Director Delong, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

Those in attendance said the pledge of allegiance.

3. FIRE BOARD REPORTS

Board Member Shellenberger thanked Fire Marshal Akins for presenting at the SaddleBrooke Rotary Club meeting. He said several people approached him afterwards and said it was the best presentation they have ever had.

Vice Chairperson Vette stated he was at church when 911 was called to assist someone. He said the crew was very courteous and professional. He thanked them for their assistance and recognized them for their professionalism. Board Member Vette mentioned he did a ride along with Battalion Chief Hastings. They visited Station 377, the Special Operations station. He said they are a fabulous group and their level of expertise is just incredible.

Board Member Brady stated there was a fire recently in the community he lives in. He said unfortunately the structure was a total loss. However, he said the crews did a tremendous job in their response and stopping the fire from spreading. He said the one issue was none of the residents called 911, a passerby called 911 to report the fire. He asked if community education could be done to inform residents of not hesitating to call 911 for emergencies such as these.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.



5. CONSENT AGENDA

- A. APPROVE MINUTES- JULY 15, 2025, REGULAR SESSION
- B. APPROVAL OF RESOLUTION NUMBER 2025-0008 DECLARING AUGUST 2025 DROWNING IMPACT AWARENESS MONTH AT GOLDER RANCH FIRE DISTRICT
- C. APPROVE AND ADOPT THE GRFD GOVERNING BOARD UPDATED BYLAWS
- D. APPROVE AND ADOPT POLICIES: 234-MANDATORY HOLDOVER AND FORCED OVERTIME; 1010- OVERTIME, EXTRA DUTY AND ON-CALL; AND 1026- DRUG AND ALCOHOL FREE WORKPLACE
- E. APPROVE AND ADOPT RESOLUTION 2025-0009 TO DECLARE ITEMS AS SURPLUS AND DIRECTION TO STAFF TO SELL OR DONATE ITEMS TO NEIGHBORING FIRE DISTRICTS OR EDUCATIONAL INSTITUTIONS
- F. APPROVE AND ADOPT AGREEMENT WITH SIMON MED TO AUTHORIZE THE DISTRICT TO COVER THE COST OF CORONARY CALCIUM SCAN SCREENINGS FOR GRFD PERSONNEL
- G. APPROVE AND ADOPT ACCESS AGREEMENT WITH VERIZON WIRELESS TO PROVIDE THEIR REPRESENTATIVES SITE ACCESS TO COMPLETE A FEASIBILITY STUDY OF LEASING SPACE TO ENHANCE THE CELLULAR SERVICE IN THE SADDLEBROOKE RANCH AREA

Vice Chairperson Vette requested Item 5D for Policy 1010 be removed for discussion.

MOTION by Board Member Shellenberger to approve the August 19, 2025, Consent Agenda and to pull item 5D for discussion.

MOTION SECONDED by Vice Chairperson Vette

MOTION CARRIED 5/0

After clarification, the Board determined they did not need to discuss policy 1010 of item 5D.

MOTION by Vice Chairperson Vette to approve item 5D

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0

MOTION by Vice Chairperson Vette to modify exhibit B of Item 5F and list addresses as available

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 5/0



Attorney Aversa asked for clarification from the Board if they would like the item submitted to the Chairperson for signature or if they would like the item submitted at a future board meeting for approval.

Vice Chairperson Vette verified the document could be signed by the Chairperson at the direction of the Board.

6. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Chief Brandhuber presented the Fire Chief's report to the Governing Board. He thanked Human Resources (HR) for their hard work on the transition from Blue Cross Blue Shield health insurance to Cigna. He thanked them for their efforts and for helping GRFD staff.

President Jones said he echoed Chief Brandhuber's sentiment and thanked HR for their work.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT - Assistant Chief Perry presented Community Risk Reduction's division report to the Governing Board. Deputy Chief of Community Risk Reduction (CRR) Hilderbrand presented the CRR plan. He explained in 2023 GRFD completed its first Community Risk Assessment (CRA). The CRA is a strategic process for fire agencies to gather and analyze data in order to set organizational priorities across all divisions. After a CRA is completed, the next phase is to develop a Community Risk Reduction Plan (CRRP), per the National Fire Protection Association (NFPA). This type of plan helps to effectively target a fire agency's resources such as funding, personnel, time, and partnerships. DC Hilderbrand explained the five 'E's of CRR are: Emergency Response, Education, Engineering, Economic Incentives, and Enforcement. There have been four goals for CRR between 2024-2028: Reduce the number of fall injuries and lift assists by 2027; Reduce life safety risks through increased education and presence of working smoke alarms in single family homes; Reduce the number of hiker rescues in the District by 2027; and reduce the number of all-hazards units responding to public assist calls by 2027.

Chairperson Cox Golder asked how many Community Risk Technicians (CRTs) the District had.

Deputy Chief Hilderbrand responded the District had twelve CRTs, however, on Monday August 25th the District will on-board six more.

Chairperson Cox Golder asked what vehicles the CRTs use.

Deputy Chief Hilderbrand replied they currently use utility vehicles, however, the plan is for the CRTs to eventually use a smaller vehicle.



- C. **SUPPORT SERVICES DIVISION'S REPORT** – Deputy Chief Jarrold presented the Support Services' division report to the Governing Board. He stated Nancy Ramos has been working diligently, reviewing annual contracts with vendors, specifically trash services. Nancy was able to consolidate all District facilities trash services to one vendor and one contract with Waste Management, making it easier to track invoices and make payments. Ed Port completed his six-month probation period as a Fleet Maintenance Apprentice. John Myers completed all requirements to be recognized as a Master Technician in both fire and ambulance apparatus through the Emergency Vehicle Technician Certification Commission (EVTCC). John is one of only 23 Double master Technicians in Arizona and 225 technicians nationwide. He has been promoted to Fleet Maintenance Technician III.
- D. **EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT** – Assistant Chief Grissom presented the EMS & Fire Response's division report to the Governing Board. He explained suppression went to a 48/96 schedule approximately a month ago. He also recognized the three new medics who recently graduated from medic school.

Chairperson Cox Golder asked how personnel like the new schedule.

Assistant Chief Grissom deferred the question to Union President Jones.

President Jones said from his informal surveys, crews seem to really like the new schedule.

Assistant Chief Grissom added data was collected from the 3-4 schedule for 6 months and data will be collected from the 48-96 schedule for the same period. After that time, the data will be compared to determine which schedule is best for personnel, their families, and the District.

7. REGULAR BUSINESS

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

Finance Director Christian presented the GRFD reconciliation and monthly financial report. July is the first period of the new fiscal year, and costs were within budget. There were some surprises within the revenue. A total of \$225,000 was collected in residual funds from the ARPA Grant (American Rescue Plan Act). These were Covid funds that were allocated to the states for entities that were dealing with the additional labor costs during the pandemic. The initial grants were distributed, however, there was some money left over, so it was distributed to agencies that did not receive the total amount they initially requested. The initial funds the District received were allocated for the new ladder truck, the most recent funds received are unassigned at this time. The District did well with the revenue for the new fiscal year, it was 8% favorable in the costs. It only used \$3 million in the fund balance as



opposed to the \$4 million budgeted. Good news for the fiscal year 2026! In reference to cash balance, the District has \$4,663 in its general fund at the Pinal County Treasurer's Office and it has \$13,461,192 at the Pima County Treasurer's Office. The District has a total cash balance of \$22 million. It has about \$5.5 million left in bond funds out of the initial \$26 million received. Director Christian was excited to announce some changes to the ambulance billing reporting. Not significant changes, but more in-depth reporting and look at receivables. There were a total of 591 transports in the month of July, \$436,475 was collected and there were \$90,000 in adjustments. Adjustments could be refunds, write-offs, or accounts sent to collections. Director Christian explained a chart titled, "Twelve Month Accounts Receivable Runout" that shows how the amount collected was an amalgamation of approximately a year time frame. For wildland, the District has responded to, and billed for, fourteen in-state fires and fourteen federal fires. To-date the District has billed for approximately \$438,000 and collected \$403,000.

Chairperson Cox Golder asked when an ambulance is sent to a fire, if that was requested.

Director Christian confirmed that ambulances are sent when they are requested, with a paramedic and an EMT.

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

8. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be September 16, 2025.

Chief Brandhuber mentioned that on September 11th, GRFD has been invited to attend an event at the Veteran's memorial, at Oro Valley's Naranja Park, for an event hosted by the Town of Oro Valley. The Mayor, Oro Valley Police Chief, as well as Chief Brandhuber will be speaking at the event. GRFD's pipes and drums and honor guard have been invited to participate in the event. Chief Brandhuber invited the board members to attend.

9. CALL TO THE PUBLIC

There were no public issues presented at this time.

10. ADJOURNMENT

MOTION by Board Clerk Outlaw to adjourn the meeting at 9:46 a.m.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 5/0





Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District

