

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

Tuesday, March 17, 2026, 9:00 a.m.

1600 East Hanley Boulevard, Oro Valley, Arizona 85737

1. CALL TO ORDER/ROLL CALL

Vice-Chairperson Vette called the meeting to order on Tuesday, March 17, 2026, at 9 a.m.

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

Member Absent: Chairperson Vicki Cox Golder (excused)

Staff Present: Assistant Chief Grissom, Assistant Chief Perry, Assistant Chief Cesarek, Fire Marshal Akins, Deputy Chief Rutherford, Finance Director Christian, HR Director Delong, Acting Technology Director Martinez, 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 mentioned he attended the Jose Samaniego Memorial Archery Shoot and BBQ Challenge. He said it was a very nice event.

4. CALL TO THE PUBLIC

There were no public issues presented.

Assistant Chief Grissom stated the District's Chaplain, Steve Wright, recently passed away. He asked if there could be a moment of silence in his honor.

A brief moment of silence was held in honor of the District Chaplain Steve Wright.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- PROMOTIONS
 - VICTOR CAMPOS-CERNA, PARAMEDIC



- WESTIN CLAUSEN, PARAMEDIC
- JONATHAN HIGGINS, PARAMEDIC
- JOHN SAVAGE, PARAMEDIC

- NEW HIRES
 - MARTHA FARRELL, FINANCE SPECIALIST II
 - JAMES LOFTIS, SYSTEMS SPECIALISTLoyalty and behavioral oaths will be administered.

Division Chief Taylor recognized Victor Campos-Cerna for his promotion to paramedic.

Division Chief Taylor recognized Westin Clausen for his promotion to paramedic.

Division Chief Taylor recognized Jonathan Higgins for his promotion to paramedic.

Division Chief Taylor recognized John Savage for his promotion to paramedic.

Finance Supervisor Sargent presented Martha Farrell, the new Finance Specialist II, to the Governing Board.

Acting Technology Director Martinez presented James Loftis, the new Systems Specialist, to the Governing Board.

Vice-Chairperson Vette administered the loyalty and behavioral oaths to the two new employees.

The Governing Board took a brief recess at 9:22 a.m.

The Governing Board reconvened at 9:25 a.m.

B. GOLDER RANCH FIRE DISTRICT 2025 RESULTS PRESENTATION GIVEN TO THE ORO VALLEY TOWN COUNCIL ON FEBRUARY 18, 2026

Assistant Chief Grissom mentioned on February 18th, 2026, Chief Brandhuber gave a presentation about Golder Ranch Fire District to the Oro Valley Town Council. Vice-Chairperson Vette thought it was an informative presentation and would be of value for staff to see. At Vice-Chairperson Vette's request, the recorded presentation was played.

After the video was played, Vice-Chairperson Vette stated he thought it was important to share the presentation with the team. He said a lot of times the District does not tell its story, parts are told but this presentation was a great recap.



6. CONSENT AGENDA

- A. APPROVE MINUTES- FEBRUARY 17, 2026, REGULAR SESSION MEETING
- B. APPROVE AND ADOPT RESOLUTION 2026-0003 TO DECLARE ITEMS AS SURPLUS AND DIRECTION TO STAFF TO SELL OR PROVIDE ITEMS TO NEIGHBORING FIRE DISTRICTS OR EDUCATIONAL INSTITUTIONS

MOTION by Board Member Shellenberger to approve the March 17, 2026,
Consent Agenda

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

7. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Assistant Chief Grissom presented the Fire Chief's report to the Governing Board. He noted crews responded to four structure fires over the past month. He said they did an excellent job, and he was proud of the responding personnel. Assistant Chief Grissom added that on Friday, March 13th, GRFD employees, suppression and non-suppression, did a smoke detector walk at Oracle Junction Mobile Home Park. The group installed 76 smoke detectors in over 30 homes. He added two weeks ago, the Community Education Team participated in the Safety Day held at the Tucson Mall in which several agencies participated.

President Jones reported on March 7th, Local 3832 held the annual Jose Samaniego Memorial Archery Shoot and BBQ Challenge. The Union raised \$9,000 for charities. President Jones said he and three others went to Washington D.C. and met with members of Congress to discuss legislation pertaining to the fire service, including the Wildfire Preparedness Act which would enable the U.S. Department of Agriculture (USDA) to open an office in the state for wildfire preparedness.

- B. COMMUNITY RISK REDUCTION DIVISION'S REPORT – Assistant Chief Perry presented the Community Risk Reduction (CRR) report to the Governing Board. He noted at the last Governing Board meeting a presentation of the Nymb1 app was requested. He presented the app and gave a demonstration.

The Governing Board members thanked him for his presentation.

- C. SUPPORT SERVICES DIVISION'S REPORT – Assistant Chief Cesarek presented Support Services' report to the Governing Board. He added his division is working on getting drawings completed at the Quasar building. They are also working on improvements to the Training and Fleet buildings.

Vice-Chairperson Vette said he read in the report a company was hired to review the diesel particulate released by apparatus. He thought the filters the District purchased were procured to reduce the amount of diesel particulate released.



Assistant Chief Cesarek replied the accreditation had requirements regarding diesel particulate. He wanted to hire a company to make sure the products purchased are doing what they are supposed to do.

- D. EMERGENCY MEDICAL SERVICES & FIRE RESPONSE DIVISION'S REPORT – Assistant Chief Grissom presented the Emergency Medical Services and Fire Response Division's report to the Governing Board. He noted the academy is in its tenth week. There are twenty-three recruits currently in the academy led by Division Chief Leslie and Captain Rinder. After the academy is completed, the Professional Development division will facilitate an EMT class for firefighters who do not have their EMT certification.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING POLICIES: 712-DISTRICT USE OF SOCIAL MEDIA, 1000-RECRUITMENT AND SELECTION, 1001-PERFORMANCE EVALUATIONS, 1011-DISCRIMINATION/HARASSMENT, 1012-CONDUCT AND BEHAVIOR, 1040-MILITARY LEAVE, AND 1046-RETIREMENT PLANS

Vice-Chairperson Vette stated the aforementioned policies were proposed for approval with the exception of Policy 1011-Discrimination/Harassment, which will be tabled for a future board meeting.

Board Member Shellenberger stated it was overwhelming to have seven policies to review. He said some of them were long. He asked if the number of policies presented could be limited to two or three each time.

HR Director Delong explained policies are submitted for different reasons, including changes in legislation. She said she could not make a promise on the number of policies submitted, but she would have her team strike a balance as best as possible. She commented she respected and appreciated the feedback and would take it into consideration.

Vice-Chairperson Vette stated he had a question on Policy 1001. He asked why the wording was changed from outstanding to satisfactory.

HR Director Delong replied since she has worked for the District, there has been two standards: meets standards or does not meet standards. So, the policy's language has not been in alignment with the District's practice.

Vice-Chairperson asked how employees who go above and beyond would be recognized. He asked if there was a section where it can be noted the employee went above and beyond.



HR Director Delong responded there was a section. The employees also get recognized at board meetings and things like that. She said there was not a grading rubric for that in the current evaluation system. She said it was a goal of hers and her team to update the performance evaluation.

Assistant Chief Grissom added the District uses Green Sheets to recognize staff for their actions.

Vice-Chairperson Vette commented that everyone is satisfactory, he wondered how the District recognizes high performing employees or encourages employees to improve.

HR Director Delong replied that was a great point and Assistant Chief Grissom was correct. Green Sheets are used to recognize high performing employees. As an employee, she would personally like to be recognized at the time, rather than a year later at the performance evaluation.

Board Member Shellenberger asked if the word, 'should' meant it is mandatory in policies.

HR Director Delong explained the word 'should' is not mandatory and the word 'shall' is mandatory.

MOTION by Board Clerk Outlaw to approve policies: 712-District Use of Social Media, 1000-Recruitment and Selection, 1001-Performance Evaluations, 1012-Conduct and Behavior, 1040-Military Leave, and 1046-Retirement Plans as presented.

MOTION SECONDED by Board Member Shellenberger

MOTION CARRIED 4/0

B. 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 to the Governing Board. He said February is a short month and as such the numbers reflect it. For example, property taxes were short of the budgeted amount. Ambulance revenue and miscellaneous revenue were both short as well. It's one of those months that are difficult to predict the revenue. Nonetheless, the District is looking good on the revenue. For the most part, the expenses were favorable with the exception of vehicle and equipment expenses which were over budget due to a timing issue. The District was 13% favorable in expenses. He noted the District only used about \$1 million of cash. He expected to spend a little bit more, so the District beat the expected cash flow for the month. Year-to-date the District looks good. It is 8% favorable in the revenue, across all categories. The District is 1% favorable in labor which is the largest expense. In total, it is 4% favorable in expenses. It has added about \$3 million in cash for the entire year at a time where it is usually at a



break-even or deficit. It is very fortunate. At the Pinal County Treasurer's Office the District has \$350,000 and at Pima County Treasurer's Office the District has over \$24 million for a total of approximately \$26 million. In ambulance billing, the daily transports dropped from an average of 22 to 20 transports per day. February had 100 transports less than the previous month. In February, suppression averaged 20 transports a day. This year there has not been any wildfires to report.

Finance Director Christian concluded by saying this was his last presentation to the Board. He said he appreciated the support the Governing Board afforded him and his team. He knows the Board takes its fiduciary responsibility very seriously. He thanked the Board for the opportunity to meet the fiduciary expectation the Board sets. It was a great joy of his life to work at the District and he will miss it.

Vice-Chairperson Vette said he appreciated working with Dave who he described as talented and conscientious and he will be missed.

Board Member Shellenberger seconded the notion. He thanked Finance Director Christian for what he has done for the District. He said he personally appreciated Dave's knowledge and the time he took to explain things.

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

MOTION SECONDED by Board Clerk Outlaw

MOTION CARRIED 4/0

9. FUTURE AGENDA ITEMS

The next regularly scheduled meeting will be April 21, 2026.

Assistant Chief Grissom explained that a draft budget will be distributed to the Board the week of April 27th and a budget study session will be scheduled for the week of May 4th.

10. CALL TO THE PUBLIC

There were no public issues presented.

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:23 a.m.

MOTION SECONDED by Board Clerk Outlaw

MOTION CARRIED 4/0



Sandra Outlaw, Clerk of the Board
Golder Ranch Fire District

