

GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING PUBLIC NOTICE AND AGENDA

**Tuesday, October 19, 2021 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

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, October 19, 2021. The meeting will be held at the Fire District Administration Board Room, which is located at 3885 East Golder Ranch Drive, Tucson, Arizona. 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 are not open to the public, on any agenda item pursuant to ARS § 38-431.03(A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. The following topics and any reasonable variables related thereto will be subject to discussion and possible action.

- 1. CALL TO ORDER/ROLL CALL**
- 2. SALUTE AND PLEDGE OF ALLEGIANCE**
- 3. FIRE BOARD REPORTS**
- 4. CALL TO THE PUBLIC**

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

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

- NEW HIRE
 - MARIANA EUBANKS – *Behavioral and Loyalty Oaths will be administered*
- YEARS OF SERVICE
 - PHILLIP CANTUA – 5 YEARS
 - CHARLES RANEY – 5 YEARS

B. PROCLAMATION – FIRE PREVENTION MONTH

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 – SEPTEMBER 21, 2021 REGULAR SESSION

B. APPROVE MINUTES – SEPTEMBER 21, 2021 EXECUTIVE SESSION

7. REPORTS AND CORRESPONDENCE

A. FIRE CHIEF'S REPORT – CHIEF KARRER

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

B. PLANNING ASSISTANT CHIEF'S REPORT – CHIEF ABEL

- UPDATES ON THE FOLLOWING AREAS:
 - ASSISTANT CHIEF'S ACTIVITIES
 - FIRE AND LIFE SAFETY
 - LOGISTICS
 - PLANNING
 - FLEET
 - FACILITIES

C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – CHIEF BRANDHUBER

- UPDATES ON THE FOLLOWING AREAS
 - ASSISTANT CHIEF'S ACTIVITIES
 - BOARD SERVICES
 - FINANCE
 - HUMAN RESOURCES
 - INFORMATION TECHNOLOGY

D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT
– CHIEF ROBB

- UPDATES ON THE FOLLOWING AREAS:
 - ASSISTANT CHIEF'S ACTIVITIES
 - EMERGENCY RESPONSE
 - PROFESSIONAL DEVELOPMENT
 - HEALTH AND SAFETY
 - WILDLAND
 - HONOR GUARD/PIPES AND DRUMS
 - SPECIAL OPERATIONS
 - COMMUNITY SERVICES AND PUBLIC RELATIONS



8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN UPDATE TO THE FOLLOWING POLICIES: 301 – EMERGENCY RESPONSE, 401 – PERMITS, 410 – FIRE WATCH SERVICES, 906 – APPARATUS/VEHICLE BACKING, AND 911 – VEHICLE SEAT BELTS
- B. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT
- C. 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 CONSULTATION OR LEGAL ADVICE REGARDING AN UPDATE ON EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) COMPLAINTS RECEIVED, NOTICE OF CLAIM RECEIVED, AND POSSIBLE PENDING LITIGATION ***Note – executive sessions are confidential pursuant to Arizona law.*

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 – November 16, 2021

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

Wally Vette, Clerk of the Board
Golder Ranch Fire District

To view the meeting online please visit our website at grfdaz.gov/grfd-agenda-minutes, 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 Administration 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 administration office, 3885 E Golder Ranch Drive, Tucson, Arizona 85739.

Posted By: Brooke Painter 10/13/2021 at 1:00 p.m.



**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Brooke Painter, Board Services Manager

DATE: October 19, 2021

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: Randy Karrer, Fire Chief

DATE: October 19, 2021

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. ** Please see revised instructions to speakers at the bottom of the agenda.

RECOMMENDED MOTION

No motion is necessary for this agenda item.

GOLDER RANCH FIRE DISTRICT

BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 19, 2021

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 or have achieved other distinctions.

New Hire

- Mariana Eubanks – *The Behavioral and Loyalty Oaths will be administered.*

Years of Service

- Philip Cantua – 5 Years
- Charles Raney – 5 Years

RECOMMENDED MOTION

No motion is necessary for this agenda item.

EMPLOYEE RECOGNITION

Employee Name: Mariana Eubanks

Date of Hire: 09/27/2021

Current Position: HR Representative

Reason for Recognition: New Hire

Date of Board Meeting: October 19, 2021



Prepared by:

The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate.

Complete: Current Position, Prepared by, GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

Please return to Human Resources via email by: 10/7/2021

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

- GRFD CAREER HISTORY: N/A
- PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:
Completed a Bachelors in Business Administration with Majors in Management Information Systems, Operations Management and Entrepreneurship that was funded almost solely with academic & leadership scholarships. Diverse work experience including lots of customer service experience with some experience in IT support, business operations, tax filing support, event planning, and coaching.
- PERSONAL OR SPECIAL NOTES OF INTEREST:
I organize a sports meetup group that plays mostly volleyball. I enjoy hiking, sports, music, volunteering, trying & learning new things and spending time with friends and family. I'm looking forward to becoming a first time Aunt in November or December!



GOLDER RANCH FIRE DISTRICT

BEHAVIORAL OATH

I, _____, do solemnly swear (or affirm) that I will be alert in my duties at all times.

I will strive to be mindful of the welfare and rights of others.

I will be impartial in my treatment of all persons coming under my jurisdiction.

I will be courteous and helpful to all and my feelings shall not influence my decisions.

I will refrain from being vulgar or profane in my speech or actions while on duty.

I will cooperate fully with my supervisors to provide greater protection to the public and the Fire District I serve.

I will strive to become more proficient in my duties as an employee of Golder Ranch Fire District through diligent study and training.

I will regard my employment with Golder Ranch Fire District as a symbol of trust from my State, my Fire District, and the community in which I serve, and act accordingly.

I will constantly strive to obtain these objectives as I serve as an employee of Golder Ranch Fire District.

Employee Name - Printed

Employee Signature

Date

Administering Official - Printed

Administering Official Signature

Date



GOLDER RANCH FIRE DISTRICT

LOYALTY OATH OF OFFICE

I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution and laws of the State of Arizona, that I will bear true faith and allegiance to the same and defend them against all enemies, foreign and domestic, and that I will faithfully and impartially discharge the duties of the office of Firefighter according to the best of my ability, so help me God (or so I do affirm).

Employee Name - Printed

Employee Signature

Date

Administering Official - Printed

Administering Official Signature

Date

EMPLOYEE RECOGNITION

Employee Name: Phillip Cantua

Date of Hire: 10/17/2016

Current Position: Tech 2

Reason for Recognition: Years of Service

Date of Board Meeting: October 19, 2021

Prepared by: Lee Barbeau



The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate.

Complete: Current Position, Prepared by, GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

Please return to Human Resources via email by: 9/27/2021

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

- **GRFD CAREER HISTORY:** *Currently employed, 5 yrs.*

- **PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:**

He has maintained his needed certifications for his position

Currently a level 2 technician. Has Master EVT level certification in Fire/Ambulance. He has master ASE certifications in both Automotive and Light/Heavy duty trucks. He also is currently certified in Law enforcement repairs. As well ARRF certified.

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

He loves the out doors, family. He loves to hunt. He is a person that likes to tinker with cars
He has also worked here for the past 5 yrs. Without an injury.

EMPLOYEE RECOGNITION

Employee Name: Charles Raney

Date of Hire: 10/17/2016

Current Position: Tech 2

Reason for Recognition: Years of Service

Date of Board Meeting: October 19, 2021

Prepared by: Lee Barbeau

Lee

The employee named above will be recognized for Years of Service milestone, Job Promotion, New Employee, or Academy Graduate.

Complete: Current Position, Prepared by, GRFD CAREER HISTORY, the PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS, and PERSONAL OR SPECIAL NOTES. This information will be used when the employee is recognized at the next GRFD Board Meeting.

Please return to Human Resources via email by: 9/27/2021

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

- GRFD CAREER HISTORY: Currently employed for 5 yrs.
Promoted from level 1 to Level 2 technician
- PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:
Maintained needed certifications for level 2 technician. Is currently a Master level ASE Automotive technician. Working on getting his Master level EVT certification in Fire as well as Ambulance. Has a Law enforcement certification.
- PERSONAL OR SPECIAL NOTES OF INTEREST: *Charlie has gotten married while at Golder Ranch. Wifes name is Tara. He loves his 3 dogs. Charlie loves the out doors. Loves to hike and is currently into Mountain biking.*



GOLDER RANCH FIRE DISTRICT

BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 19, 2021

SUBJECT: PROCLAMATION – FIRE PREVENTION MONTH

ITEM #: 5B

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Since 1922, the NFPA has sponsored the public observance of Fire Prevention Week. In 1925, President Calvin Coolidge proclaimed Fire Prevention Week a national observance, making it the longest-running public health observance in our country. During Fire Prevention Week, children, adults, and teachers learn how to stay safe in case of a fire. Firefighters provide lifesaving public education in an effort to drastically decrease casualties caused by fires.

Fire Prevention Week is observed each year during the week of October 9th in commemoration of the Great Chicago Fire, which began on October 8, 1871, and caused devastating damage. This horrific conflagration killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures, and burned more than 2,000 acres of land.

We ask that Chairperson Vicki Cox Golder read the attached proclamation.

RECOMMENDED MOTION

No motion is necessary for this agenda item.



GOLDER RANCH FIRE DISTRICT

Fire ~ Rescue ~ Ambulance
3885 E. Golder Ranch Drive
Tucson, Arizona 85739

Chief Randy Karrer

A PROCLAMATION OF THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT PROCLAIMING OCTOBER 2021 AS FIRE PREVENTION MONTH THROUGHOUT THIS FIRE DISTRICT

WHEREAS, the Golder Ranch Fire District is committed to ensuring the safety and security of all those living in and visiting their fire district; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,770 people in the United States in 2019, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 339,500 home fires; and

WHEREAS, smoke alarms sense smoke well before you can, alerting you to danger in the event of fire in which you may have as little as two minutes to escape safely; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, Golder Ranch Fire District residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

WHEREAS, Golder Ranch Fire District residents who have planned and practiced a home fire escape plan are more prepared and will, therefore, be more likely to survive a fire; and

WHEREAS, Golder Ranch Fire District residents will make sure their smoke and CO alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

WHEREAS, Golder Ranch Fire District Firefighters are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Golder Ranch Fire District residents are responsive to public education measures and are better able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2021 Fire Prevention Week™ theme, “Learn the Sounds of Fire Safety™,” effectively serves to remind us it is important to learn the different sounds of smoke and carbon monoxide alarms.



GOLDER RANCH FIRE DISTRICT

Fire ~ Rescue ~ Ambulance
3885 E. Golder Ranch Drive
Tucson, Arizona 85739

Chief Randy Karrer

THEREFORE, I, Vicki Cox Golder, Chairperson of the Golder Ranch Fire District Governing Board, do hereby proclaim October 2021 as Fire Prevention Month throughout this community, and I urge all the people of the Golder Ranch Fire District to “Learn the Sounds of Fire Safety” for Fire Prevention Week 2021 and to support the many public safety activities and efforts of our community’s fire and emergency services.

Dated this 19th day of October, 2021.

Attest:

Vicki Cox Golder
Chairperson
Golder Ranch Fire District

Wally Vette
Clerk
Golder Ranch Fire District

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Brooke Painter, Board Services Manager

DATE: October 19, 2021

SUBJECT: APPROVE MINUTES – SEPTEMBER 21, 2021 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. APPROVE MINUTES – SEPTEMBER 21, 2021 REGULAR SESSION

RECOMMENDED MOTION

Motion to approve the September 21, 2021 consent agenda.

**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
REGULAR SESSION MINUTES
September 21, 2021 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Fire Board Chairperson Cox Golder called the meeting to order on September 21, 2021, at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Richard Hudgins, Clerk Wally Vette, and Board Member Steve Brady

Excused Absence: Board Member Albert Pesqueira

Staff Present: Fire Chief Randy Karrer, Assistant Chief Patrick Abel, Assistant Chief Tom Brandhuber, Assistant Chief Robb, Finance Manager Dave Christian, Local 3832 President Jones, Board Services Manager Brooke Painter, and Legal Counsel Donna Aversa

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

Mr. Brady complimented the staff who produced the latest podcast.

4. CALL TO THE PUBLIC

There were no public issues presented.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

NEW HIRE

- SHELBY HUDSON-MUIR

Shelby Hudson-Muir was introduced to the Governing Board. Chairperson Cox Golder administered the behavioral and loyalty oaths.

YEARS OF SERVICE

- JEAN OLIVER – 5 YEARS
- SHANNON ORTIZ – 5 YEARS
- THOMAS BUTLER – 10 YEARS
- ANDREW SHULTZ – 15 YEARS
- ANTONIO BENJAMIN – 25 YEARS



Finance Specialist Jean Oliver and Records Specialist Shannon Ortiz received pins for five years of service to the District. Facilities Maintenance Technician Thomas Butler received a pin for ten years of service. Captain Andrew Shultz received a pin for fifteen years of service and Captain Antonio Benjamin received a pin for twenty-five years of service to the District.

PROMOTIONAL BADGE PINNINGS:

- ANDREW SHULTZ – PROMOTION TO CAPTAIN
- CHRIS GRISSOM – PROMOTION TO DEPUTY CHIEF

Chief Robb introduced Captain Shultz and Deputy Chief Grissom and congratulated them on their recent promotions. They were both pinned with their new badges.

RETIREMENT:

- MARY BEQUETTE, BILLING SUPERVISOR

Mary Bequette was presented a plaque and flags that had been flown in her honor to recognize her ten years of service and congratulate her on her retirement.

SPECIAL RECOGNITION

- WILLIAM LOESCHE, FIRE MARSHAL

Fire Marshal William Loesche was recognized for his recent induction into the Arizona State Fire Hall of Fame.

The Board took a brief break at 9:48 a.m. They reconvened at 9:54 a.m.

6. CONSENT AGENDA

- A. APPROVE MINUTES – AUGUST 13, 2021 SPECIAL SESSION
- B. APPROVE MINUTES – AUGUST 13, 2021 EXECUTIVE SESSION
- C. APPROVE MINUTES – AUGUST 17, 2021 REGULAR SESSION
- D. APPROVE MINUTES – AUGUST 17, 2021 EXECUTIVE SESSION
- E. APPROVE MINUTES – AUGUST 24, 2021 STRATEGIC PLANNING SESSION
- F. APPROVE MINUTES – SEPTEMBER 13, 2021 SPECIAL SESSION
- G. APPROVAL OF THE RECLASSIFICATION OF A DIVISION CHIEF TO A DEPUTY CHIEF POSITION

MOTION by Clerk Vette to approve the September 21, 2021 Consent Agenda

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 4/0



2. REPORTS AND CORRESPONDENCE

- A. FIRE CHIEF'S REPORT – Chief Karrer presented the Fire Chief's Report to the Governing Board. He noted that he received notification from KME that they are closing two of their plants and moving to a plant in another location, combining with another company. He stated that the two trucks that were supposed to be online for July, will no longer be, and feels that KME is in breach of the contract. He noted he would have a conference call later this afternoon. Chief Karrer also noted that two of the ambulances that were purchased are being held because there is a recall. He stated that both ambulances have already been paid for and he will have a conference call with Dodge. Chief Karrer answered a question from Clerk Vette about the impact it has on other agencies to hold these apparatus, and if we would be looking at other options. Chief Karrer said he will be signing an agreement for the purchase of the property next to the Hanley building, but first, there will be environmental studies completed. There were no further questions or comments from the Governing Board.
- LEADERSHIP TEAM REPORT – President Jones reported that this past Sunday they hosted the annual stair climb to remember the lives lost on September 11, 2001. He recognized Engineer Daniel Cramblit for his efforts in running the event. There were no further questions or comments from the Governing Board.
- B. PLANNING ASSISTANT CHIEF'S REPORT – Chief Abel presented the Logistics/Planning Assistant Chief's report to the Governing Board. There were no further questions or comments from the Governing Board.
- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – Chief Brandhuber presented the Business/Governmental/Personnel Assistant Chief's report to the Governing Board. There were no further questions or comments from the Governing Board.
- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT - Chief Robb presented the Operations Assistant Chief's Report to the Governing Board. He wanted to compliment Manager Braswell, stating she has been a true asset to the podcast. There were no further questions or comments from the Governing Board.

3. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN UPDATE TO THE FOLLOWING POLICY: 1002 – PROMOTIONS

Chief Karrer explained that this was part of the ongoing process of updating policies with Lexipol.

MOTION by Vice-Chair Hudgins to approve the following amended policy: 1002 – Promotions as presented

MOTION SECONDED by Clerk Vette

MOTION CARRIED 4/0



B. DISCUSSION AND POSSIBLE ACTION ON THE APPROVAL AND FORMAL ADOPTION OF THE GOLDER RANCH FIRE DISTRICT'S 2021-2024 STRATEGIC PLAN

Chief Karrer explained that the changes that were requested by the Board have been incorporated. He noted that Chairperson Cox Golder had asked about future annexations; Chief Karrer directed the Board to where annexations were addressed in the strategic plan.

MOTION by Clerk Vette to approve and formally adopt the Golder Ranch Fire District's 2021-2024 Strategic Plan as presented

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 4/0

C. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL TO EXCEED THE \$750,000 THRESHOLD AMOUNT OF THE RECENTLY ADOPTED JOC POLICY AND TO APPROVE THE TURNOUT/DECONTAMINATION ROOM RENOVATION PROJECT AT STATION 374

Chief Hilderbrand reminded the Board about how the JOC policy, which was recently adopted by the Board, worked. He also explained the goal of the renovation project at Station 374. Chief Abel stated that staff is asking the Board to approve additional funds, which would come out of the phase-two bond dollars. However, the additional funds would allow for the completion of the renovation.

MOTION by Vice-Chair Hudgins to authorize staff to exceed the \$750,000 threshold amount of the recently adopted JOC policy and to approve the turnout/decontamination room renovation project at Station 374 with a guaranteed maximum price of \$795,057

MOTION SECONDED by Clerk Vette

MOTION CARRIED 4/0

D. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A GROUP PRECEPTOR AGREEMENT BETWEEN MIDWESTERN UNIVERSITY AND GOLDER RANCH FIRE DISTRICT

Chief Robb explained the contract is similar to other contracts that are in place to allow medical students to do ride-alongs with the paramedics as part of their rotation hours.

MOTION by Clerk Vette to approve the Group Preceptor Agreement between Northwestern University and Golder Ranch Fire District as presented

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0



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

Finance Manager Christian presented the monthly financials and reconciliation for Golder Ranch Fire District to the Governing Board. There were no further questions or comments from the Governing Board.

MOTION by Vice-Chair Hudgins to approve and accept the Golder Ranch Fire District reconciliation and monthly financial reports as presented

MOTION SECONDED by Clerk Vette

MOTION CARRIED 4/0

F. 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 CONSULTATION OR LEGAL ADVICE REGARDING AN UPDATE ON EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) COMPLAINTS RECEIVED, NOTICE OF CLAIM RECEIVED, AND POSSIBLE PENDING LITIGATION **Note – executive sessions are confidential pursuant to Arizona law.

MOTION by Board Member Brady to enter into executive session pursuant to A.R.S. §§38-431.03.A(3) for the purpose of legal advice with the attorney at 10:34 a.m.

MOTION SECONDED by Clerk Vette

MOTION CARRIED 4/0

Those present in the executive session were the Board Members, Chief Karrer, Attorney Aversa, and Manager Painter.

The Board reconvened into regular session at 10:56 a.m.

Chairperson Cox Golder reminded those in attendance Executive Sessions are confidential pursuant to ARS §38-431.03(C).

4. **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 study the matter further.

- Regularly Scheduled Meeting – October 19, 2021
- Clerk Vette asked for an update on the new alerting systems in relation to response times

5. **CALL TO THE PUBLIC**

There were no public issues presented.



6. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:59 a.m.

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 4/0

Wally Vette, Clerk of the Board
Golder Ranch Fire District
b/p



**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 19, 2021

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

Also, under this agenda item the Local 3832 President will present their report to the governing board.

- Leadership Team Report – President Jones

RECOMMENDED MOTION

No motion is necessary for this agenda item.



CHIEF'S REPORT

Fire Chief – Randy Karrer

September 2021

Meetings, Trainings & Events Attended for the Month

I conducted the monthly Fire Chief's status meeting with all assistant, deputy, and division chiefs and management.

We conducted the monthly governing board meeting in person and via Zoom.

We held a special board meeting on September 13th for the Board to consider accepting an offer on the Shannon and Overton property.

I attended the Local Pension Board meeting.

I met with Board Member Brady to go over the Strategic Plan and the realignment within the organization.

I met with Board Clerk Vette over breakfast.

I had several detailed conversations with President Jones regarding personnel issues, retiree axes, growth opportunities, and many other topics. Our relationship has continued to be strong and collaborative!

I attended an Arizona Fire Chiefs Association (AFCA) e-board meeting on state mutual aid.

I participated in a Zoom meeting with the executive board of the AFCA and Arizona Division of Emergency Management (ADEM) regarding the Emergency Support Function (ESF)–4 position in the State Emergency Operations Center (EOC). The ESF-4 position works with wildland agencies as well as structural agencies to coordinate mutual aid responses as Arizona does not have a lot of resources for the state.

I traveled to Green Valley for a Pima Fire Chiefs breakfast meeting.

I attended the Securis Workers' Compensation Pool board meeting via Zoom.

I attended the Oro Valley Executive Leadership Team meeting with Town of Oro Valley Manager Jacobs and staff.

I met with Architect Klindt Breckenridge over lunch. He asked my opinion of new station designs they have been testing. I provided my input and perspective.

I traveled to Mesa for the 48th Annual State Fire School. I coordinated the Crisis Support Training (CST) class as well as assisted in instructing the New Chiefs class. More than 700 students attended and we are proud to say we had no incidents, injuries, or illness. The city of Mesa was extremely gracious in hosting the event. Fire training centers in Scottsdale, Mesa, Phoenix, Chandler and Tempe were all taken over by the students. Many of those students were from rural departments from all over Arizona that rarely get this type of training.

Chiefs Brandhuber, Rutherford and I attended the Arizona Ambulance Association (AzAA) annual conference in Gilbert, Arizona. Chief Brandhuber serves as president of the AzAA. It was an extremely informative two days. Attorney Ryan Stark of Page, Wolfberg & Wirth, LLC was the presenter and shared a wealth of information. This was a great opportunity to network with other ambulance service providers. It was held at the new Gilbert Public Safety Training Center, a dual use state-of-the-art facility for police and fire! At a cost of \$84 million, this facility now serves multiple agencies in the southeast valley.

Several events honoring the 20th anniversary of 9/11/01 occurred on Saturday, 9/11/2021. Although a very somber remembrance, it has been important to remain very attentive in our preparedness.

Political & Public Safety Interactions & Updates

Attached please find the Arizona Fire Districts Association (AFDA) legislative update and political report.

I conducted the Arizona Fire Services Institute (AFSI) meeting with chiefs from around the state. We have been discussing difficulties we have currently been experiencing with Arizona Department of Health Services (ADHS) and the ambulance rule making! We have also been discussing expansion of the classes available.

I filed the annual report with the Corporation Commission for AFSI.

Captain Adam Jarrold was featured in a video segment sponsored by the National Wildfire Federation. Click here to watch the brief video [Arizona- Adam Jarrold](#).

I played in the Fiesta de los Bomberos golf tournament with members of staff and the Local 3832 and other fire departments sisters and brothers! It was a great opportunity to raise money and enjoy some great camaraderie.

Chairperson Cox Golder, Chiefs Brandhuber, Robb and I attended the Fiesta de los Bomberos charity dinner. This is one of the largest fire service charity events in the Tucson area. It was canceled in 2020. Please see the attached thank you letter from Shane Clark, Chair of the Fiesta de los Bomberos Feast and Fairways Committee.

Please follow this link to a podcast with Oro Valley Police Department (OVPD) Chief Riley! We are so blessed to have a public safety partner like Chief Riley. [Community First: OVPD Chief Kara Riley](#)

District Activities for the Month

We began the new “recalibration” in the organizational structure.

Chief Cesarek and I met via Zoom with our realtors for the Hanley building and the property next door. All has gone well so far and we have begun, both, the appraisal process and phase I environmental study. We have also engaged the architect for modification and tenant improvement process. We have begun working with the commercial inspectors on the building. The inspectors completed the initial inspection but will be following up on few items. Chief Cesarek has been coordinating the inspections and will also be available when the Board tours the building on October 4, 2021.

We initiated negotiations for the property adjacent to the building and have signed the purchasing agreement. We are currently in escrow and have begun the phase I & II environmental studies on the land.

We were informed that KME, the selected fire apparatus manufacturer for our latest engine purchase, was closing their Pennsylvania and Virginia plants. This came as a huge surprise and raised some significant concerns as we have five engines on order. After we evaluated the situation more closely, I stepped in to discuss my concerns with the manufacturer. I attended

multiple meetings and had several phone calls on this apparatus issue. Members of staff and I also had a conference call with KME.

I exchanged multiple follow-up calls and emails with KME leadership representatives. I also reached out to others in the business with whom I have built trust. I decided to continue our contract with KME. I did a significant amount of research on this and determined that it would not be in our best interest to change course at this time. I spoke with other vendors, manufacturers, and fire chiefs that have orders with KME as well as senior leadership from KME. I was satisfied with the answers we received and feel that their “good faith” offer and efforts addressed my concerns. We are still on track for delivery of the five units at the end of March 2022, which, in my mind, means April or May. We also signed a new warranty extension agreement with KME for a 2-year bumper-to-bumper warranty on the five new engines as a result of our recent negotiation. See attached.

I had a conference call with the Corporate Dodge Fleet Manager in reference to our two ambulances that are still in Indiana. Dodge would not release the units to us until the recall had been completed, which was likely to be this coming December. After multiple conversations, our two ambulances will be shipped to us via flatbed within the month from Indiana. We will be able to stock them and install radios and MDT's, however, we will still be waiting for parts for the recall from Dodge.

Our new KME 4 X 4 pumper will be returning from Phoenix. It had some warranty-related issues that were addressed by the regional representative for KME. We hope to put it in service in the coming weeks and would like to have a formal ceremony!

The addition to station 374 will likely begin in the next month or so. We have begun the final document signing stage as the plans have been finalized. The crews living in station 374 had the opportunity to provide input and we are ready to begin this health and safety improvement process.

We had our kickoff meeting with our consultant to develop our Standards of Response Coverage (SORC) and our Community Risk Assessment (CRA). Chief Perry is the lead on this very important project that will have impact throughout the organization.

I had a call with our defense counsel in regards to the Medic 373 lawsuit. We continued to work through our defense.

Please view the link to the Wildland team newsletter, "Spreading like Wildfire" filled with great photos and information: <https://grfdaz.gov/wp-content/uploads/2021/09/Spreading-like-wildfire-3rd-ed.pdf>

Please follow this link for a save the date reminder of the North Tucson Firefighters Association (NTFFA) and Golder Ranch Fire District (GRFD) annual holiday party: [Save The Date for the North Tucson Firefighters IAFF Local 3832 Annual Holiday Party](#)

The administrative staff celebrated the September birthdays with a barbeque lunch of carne and pollo asada. It was a great opportunity for fellowship among our coworkers. Thank you to Nancy Ramos for coordinating the lunch and to all those who assisted and participated.

Personnel Updates

Chief Brandhuber and Human Resources (HR) met with Firefighter (FF) Jimmy Glover to discuss his military leave request and re-entry into the organization following his military responsibilities and work-related injury. FF Glover has been off since December 2020 following the Medic 373 accident.

Chiefs Brandhuber, Robb and I conducted a disciplinary hearing.

Chief Brandhuber, HR Manager Delong and I conducted the Chiefs interview for the open HR Representative position. A contingent job offer was made.

Fire Marshal Loesche was inducted into the Arizona State Hall of Fame. See attached photo.

Commendations and Thank You Letters Received for the Month

- Thank you card for Firefighter Thomas Mathews and Firefighter Garrett Alexander
- Thank you letter for Captain Jose Ahumada, Firefighter Michael Daily, Fire Medic Patrick Roemer, Firefighter Ryan Cooley, and Administrative Specialist Nancy Ramos
- Thank you note for Records Specialist Shannon Ortiz
- Thank you card for Deputy Fire Marshal Jenn Akins

Hernandez, Maggie

From: John Flynn <johnflynn@azfireadvisor.com>
Sent: Monday, September 27, 2021 6:15 AM
To: AFDA Admin
Subject: [EXTERNAL]: AFDA Weekly Legislative & Political Report - 9/27/21

Importance: High

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

- The Arizona House announced (9/21) a new Ad Hoc Committee on Forest and Wildfire Management. The committee's purpose is to "research and make recommendations for potential changes to state and federal laws and regulations related to the management of wildfires in the state of Arizona," according to a press release from the House GOP. The committee members are Rep. David Cook (R-8, Globe), Rep. Gail Griffin (R-14, Hereford), Rep. Tim Dunn (R-13, Yuma), Rep. Andres Cano (D-3, Tucson), and Rep. Stephanie Stahl Hamilton (D-10, Tucson). Rep. Cook's LD-8 in Gila County was the site of both the Telegraph and Mescal Fires this past June. Rep. Cook's ranch suffered damage and House Speaker Rusty Bowers (R-25, Superior) lost a home during the fires. The committee is slated to hold a series of public hearings later this year.
- Last Tuesday Representative Frank Pratt (R-8, Casa Grande) passed away. A senior member of the GOP Caucus, Rep. Pratt has served in both the House and Senate beginning in 2009. A long-time fixture in Pinal County politics, Rep. Pratt was a reliable supporter on rural fire service and fire district issues. Rep. Pratt was the primary bill sponsor on several successful fire district measures over the years. Quiet resolve, steady demeanor, statesman. Rep. Frank Pratt – RIP.

55th Arizona Legislature – 1st Regular Session - Fire Service Primary Bills of Interest – SESSION FINAL

Primary fire service bills of interest with final action for the legislative session are listed below. The 55th Arizona Legislature – 1st Regular Session was adjourned *sine die* on Wednesday, June 30, 2021. The effective date for legislation passed during the session is September 29, 2021 (*unless the bill contains a specified effective date or the emergency clause*).

- **H2077: STATE LAKE IMPROVEMENT FUND; APPROPRIATIONS** - FUNDED at \$4.0 million (*H2077 makes changes to SLIF administration and authorizes funding eligibility for search and rescue watercraft*).
- **H2381: PSPRS; CORP; LOCAL BOARDS; CONSOLIDATION** - signed by Governor, chapter #34, Laws 2021 (*H2381 is the PSPRS agency bill amending requirements for administration, governance and operation of PSPRS local board*).
- **S1120: FIRE DISTRICTS; REIMBURSEMENT** – FUNDED at \$2.5 million, non-lapsing (*S/E S1120 establishes a reimbursement fund for fire districts serving populations of less than 5K for EMS response onto federal govt. lands. NOTE – reimbursement does not ambulance services regulated under Title 36, Chapter 21.1*).
- **S1298: FIRE DISTRICTS; PENSION LIABILITY; FINANCING** - signed by Governor, Chapter 241, Laws 2021 (*S1298 authorizes fire districts to refinance PSPRS unfunded liabilities. Emergency clause*).
- **S1351: FIRE DISTRICTS; AMENDMENTS** - signed by the Governor, chapter #145, Laws 2021 (*S1351 makes various changes to fire district administrative and governance statutes clarifying board terms of office, real property sale requirements, and makes other technical corrections*).

- **S1373: HEALTH FACILITIES; DUTY OF CARE - 5/4 signed by Governor, Chapter 314, Laws 2021** (*S1373 requires SNF and care homes to provide pre-arrival CPR and other care*).
- **S1442: HAZARDOUS VEGETATION REMOVAL; STATE FORESTER - signed by the Governor, Chapter 44, Laws 2021** (*S1442 is the Governor's Healthy Forest Initiative slated for \$24M appropriation to fund inmate fire crews for HVR. S1442 is the mirror bill to H2440*).
- **S1451: WORKERS' COMPENSATION; RATES; FIREFIGHTERS; CANCER - signed by Governor, Chapter 229, Laws 2021** (*S1451 amends cancer presumption laws for firefighters*).
- **S1659: FIRE DISTRICT ANNUAL BUDGET; SUMMARY - signed by the Governor, Chapter 158, Laws 2021** (*S1659 is an ATRA sponsored measure to make fire district budget reporting consistent with city and county requirements*).
- **S1828: TAXATION; OMNIBUS - signed by the Governor, Chapter 158, Laws 2021** (*S1828 raises the fire district tax rate cap to 3.3750 for FY22/23 and to 3.50 beginning with FY23/24 to offset commercial property assessment reductions*).

Legislative / Regulatory / Elections / Political Calendar

- **January 10, 2022** -55th Arizona Legislature – 2nd Regular Session convenes (*111 days*)

Upcoming at AFDA

- **October 7, 2021** – AFDA Board Meeting – Northwest Fire District Training Center, 5125 W Camino de Fuego, Tucson, AZ 85743 at 10:00 a.m.
- **November 4, 2021** – AFDA Board Meeting – Phoenix, AZ – Thursday, November 4, 2021, at 10:00 a.m.



John Flynn
 Arizona Fire District Association
 Executive Director
 (480) 496-4331 Work
 (480) 313-0442 Mobile
johnflynn@azfireadvisor.com
 P.O. Box 6778, Chandler, AZ 852...
www.azfiredistricts.org

PROPERTY TAX OVERSIGHT COMMISSION

Arizona Department of Revenue Building



Douglas A. Ducey
Governor

Neeraj Deshpande
Chairman

Jim Brodnax *Kevin McCarthy*
Member **Member**

Chris Kelling *Vacant*
Member **Member**

AGENDA

Thursday, September 9, 2021
3:00 p.m.

Arizona Department of Revenue
Virtual meeting held on Google Meets
Join by Phone: +1 470-327-0723 PIN: 265 839 202#
Video Link: <https://meet.google.com/ffq-zghm-rca>

ITEM

- | | |
|--|----------------|
| 1. Call to Order | By Chairperson |
| 2. Approval of Minutes | Action by PTOC |
| 3. Truth in Taxation | Action by PTOC |
| 4. Primary Levy Limits and Excess Collections | Action by PTOC |
| 5. County Special District Truth in Taxation | Action by PTOC |
| 6. Fire District Secondary Levy Limits and Excess Collections | Action by PTOC |
| 7. School District's Annual Estimates of Monies by County School Superintendents | Action by PTOC |
| 8. School District Truth in Taxation | Action by PTOC |
| 9. Adjourn | By Chairperson |

The Commission may go into Executive Session for the purpose of obtaining legal advice from its attorneys on any of the listed agenda items pursuant to A.R.S. 38-431.03(A)(3).

Persons with a disability may request reasonable accommodation by contacting the Director's Office at 602-716-6090. Requests should be made as early as possible to allow time to arrange the accommodation.



Fiesta de los Bomberos *Feast & Fairways*



September 23, 2021

Randy Karrer, Fire Chief
Golder Ranch Fire District
3885 East Golder Ranch Drive
Tucson, Arizona 85739

Chief Karrer,

Thank you so much for your support of the 15th Annual Fiesta de los Bomberos – Feast & Fairways event held on September 17-18, 2021 at the J. W. Marriott Starr Pass Resort & Spa. This year's event was, by far, our most successful event ever from a financial and participatory standpoint. Gross receipts totaled more than \$170,000. More than 550 persons attended the dinner/auction and our golf tournament sold out (216 golfers) for the 14th year in a row. We anticipate our net proceeds will total around \$90,000.

The monies raised through this event will be used to address the unmet health and safety needs of firefighters throughout Southern Arizona. Our focus will continue to be on the three major causes of line-of-duty-deaths (LODD): heart attacks; cancer; and firefighter suicides. As you know, 20% of the net proceeds will be donated to the National Fallen Firefighters Foundation in support of their efforts to honor America's fallen heroes, support surviving family members, and reduce the number of firefighter line of duty deaths and injuries.

Plans are already underway for our 2022 event. We hope you will continue to assist us in our efforts to make sure that every firefighter goes home at the end of their shift. Again, thank you for your support!

Respectfully,

Shane Clark, Chair
Fiesta de los Bomberos Committee
Greater Tucson Fire foundation



September 28, 2021

H&E Equipment Services

Attn: Autumn Heyer

REF: GSO# 11391-95 Golder Ranch Specification Modification Letter

Please carefully review the items listed below and return a signed copy of this letter by 10/6/2021

Upon receipt of a signed copy of these documents, the below changes and clarifications will be amended to the build specification for your apparatus. The list is as follows:

ITEM	DESCRIPTION	CUSTOMER ACCEPTANCE	
		ACCEPT	DECLINE
1	Manufacturing facility shift from Nesquehoning, PA to Holden, LA – KME will provide an additional year new product warranty for a total of two (2) years. Reference the attached for the warranty specification. This addition will be provided at no additional cost to dealer or end user.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Thank you again and if there are any questions, please do not hesitate to contact me at 570-413-3450 or rslane@kmeffire.com.

Respectfully,

Ryan Slane
Regional Sales Manager

Customer Authorization

Signature:

Print Name:

Randy Karren

Title:

Fire Chief

Date:

9-28-21



One Industrial Complex – Nesquehoning, PA 18240
(800) 235-3928 [Phone] - (570) 669-5124 [Fax]
www.kovatch.com URL

KME FIRE APPARATUS
NEW PRODUCT WARRANTY
(Domestic Fire Service Sales)

Kovatch Mobile Equipment Corporation ("KME"), hereby warrants to the original purchaser (first end users) that any new products manufactured by KME shall be free from defects in material and workmanship under normal use, maintenance and service for a period of two (2) year from date of delivery, subject to the conditions and exceptions stated herein. Under this warranty, KME'S obligation is limited to the repair or replacement at KME'S option, at its factory, by its representative, or by its authorized service facility, of any part found to be defective by KME. If KME deems it necessary, all parts for which warranty claim is made, shall be returned to KME, transportation charges prepaid, for examination by KME who shall be the sole judge as to whether such part was defective in material or workmanship under normal use, maintenance or service.

THIS WARRANTY DOES NOT APPLY TO:

1. Any product or component which has been subjected to misuse, neglect, alteration, accident or lack of normal maintenance, or which has been operated above factory rated capacity.
2. Routine maintenance items; such as filters, belts and lights, and routine maintenance service, such as normal lubrication or proper adjustments.
3. Components manufactured by others that are warranted by the manufactures thereof to the original purchaser; such as, engines, tires, rims, ignition apparatus, horn or other signal devices, generators, batteries, speedometers, and other trade accessories.

THIS WARRANTY IS EXPRESSLY GRANTED IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF.

KME shall not be liable to the original purchaser or anyone else for consequential, incidental, special or direct damages, including, but not limited to, any claims for loss of profits, down time, loss of use or inconvenience.

KME neither assumes nor authorizes any other person to make or assume for it any other obligation, liability or warranty or to make any other representation on its behalf in connection with the sale or use of the new product covered by this warranty.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or beach thereof, shall be settled by arbitration administered by the American Arbitration Association in Milwaukee, Wisconsin in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Wisconsin shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

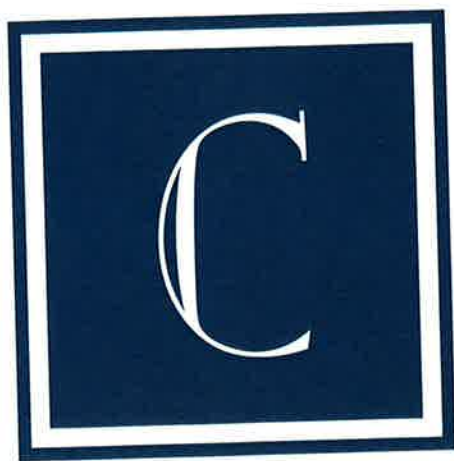
HALL OF FAME

Will Loesche

Sedona Fire District

Goldier Ranch Fire District





September 11, 2021

Two of your fine firefighters had to get out of bed in the wee hours Friday morning to change the battery in my smoke detector. I was afraid the chirping noise meant the alarm was about to go off.

This is an apology to them for a call at that hour of day and a sincere thank you to the two of them for being so respectful and efficient.

Thank you all for serving this community so well, even a goopy old woman in her "chicken-little" moment.

Sincerely,

Colleen Kriz

Hernandez, Maggie

From: Painter, Brooke
Sent: Thursday, September 30, 2021 11:02 AM
To: Hernandez, Maggie
Subject: FW: Thank you email

From: Karrer, Randy
Sent: Wednesday, August 4, 2021 4:35 PM
To: Ortiz, Shannon <sortiz@grfdaz.gov>; Robb, Scott <srobb@grfdaz.gov>; Pearce, Frederick <fpearce@grfdaz.gov>; Seeley, Will <wseeley@grfdaz.gov>
Cc: Painter, Brooke <bpainter@grfdaz.gov>; Ahumada, Jose <jahumada@grfdaz.gov>; Daily, Michael <mdaily@grfdaz.gov>; Roemer, Patrick <proemer@grfdaz.gov>; Cooley, Ryan <rcooley@grfdaz.gov>; Ramos, Nancy <nramos@grfdaz.gov>
Subject: RE: Thank you email

How very cool is that! Now that is "Community First", thank you all for your dedication to those we serve!

Randy Karrer, Fire Chief

Golder Ranch Fire District
3885 East Golder Ranch Drive
Tucson, Arizona 85739
(520) 825-9001 office ext. 2001
(520) 334-0658 cell

www.grfdaz.gov



"Proudly serving the communities of Oro Valley, Marana, Catalina and Saddlebrooke"
Community first!

From: Ortiz, Shannon
Sent: Wednesday, August 4, 2021 3:46 PM
To: Karrer, Randy <rkarrer@grfdaz.gov>; Robb, Scott <srobb@grfdaz.gov>; Pearce, Frederick <fpearce@grfdaz.gov>; Seeley, Will <wseeley@grfdaz.gov>
Cc: Painter, Brooke <bpainter@grfdaz.gov>; Ahumada, Jose <jahumada@grfdaz.gov>; Daily, Michael <mdaily@grfdaz.gov>; Roemer, Patrick <proemer@grfdaz.gov>; Cooley, Ryan <rcooley@grfdaz.gov>; Ramos, Nancy <nramos@grfdaz.gov>
Subject: Thank you email

Hello,

Please see the email below for the following personnel:

Captain Jose Ahumada

Firefighter Michael Daily
Fire Medic Patrick Roemer
Firefighter Ryan Cooley

Administrative Assistant Nancy Ramos

Hello...

I would like to acknowledge Nancy Ramos for her wonderful caring manner in which she took my phone call on July 28, 2021.

I was very concerned about a lot of water that I had discovered in a room of mine due to one of our monsoon storms. I was concerned that my window frame had pulled away and that possibly bugs could come through. I explained my situation to her and told her that I was a widow and disabled and I was not able to put any tape up there myself. She then informed me that she could send a email out to your firefighters, and that sometimes on their day off they might pick up the email and be able to help me out. She told me there were no guarantees and I appreciated her making the effort.

I really just prayed about it and left it at that. I was more than overwhelmed when I received a call from station 379 C shift which is very close to my house. They told me they would be happy to come and help me out and I was just so grateful that they would take the time to do this for me. Your wonderful team arrived and they put masking tape on the window frame and they were so kind and wonderful. I appreciated them so much!

I hope that you acknowledge Nancy and station 379 C shift for their wonderful caring customer service. I cannot tell you how much better I felt after they arrived. Also Nancy called me later that afternoon to see if everything worked out okay, what a beautiful kind gesture that was!

I cannot tell you how it really made me feel to have such caring people working to help me. You truly have gems working within your department and hopefully you will acknowledge them in a special way because they definitely deserve it.

Thank you so much for reading my letter and if possible can you just let me know that it was received because this is extremely important to me that you get it.

Thank you.

Pamela Miller

2680 West Camino Del Medrano

Tucson, Arizona 85742

Shannon Ortiz
Records Specialist
GOLDER RANCH FIRE DISTRICT

3885 East Golder Ranch Drive
Tucson, AZ 85739
(520) 825-5943 Office
www.grfdaz.gov



GOLDER RANCH FIRE DISTRICT

"Serving with strong hands and caring hearts"

Hernandez, Maggie

From: Painter, Brooke
Sent: Thursday, September 16, 2021 8:52 AM
To: Hernandez, Maggie
Subject: FW: [EXTERNAL]: Thank you!

Hi Maggie,

Please include this thank you email in the next Chief's report.

Thank you,
Brooke

From: Ortiz, Shannon
Sent: Monday, August 16, 2021 7:56 AM
To: Painter, Brooke <bpainter@grfdaz.gov>
Subject: FW: [EXTERNAL]: Thank you!

Brooke,

Please see below.

Shannon Ortiz

Records Specialist
GOLDER RANCH FIRE DISTRICT
3885 East Golder Ranch Drive
Tucson, AZ 85739
(520) 825-5943 Office
www.grfdaz.gov



GOLDER RANCH
FIRE DISTRICT

"Serving with strong hands and caring hearts"

From: Darren Markley [<mailto:darren.markley@azdhs.gov>]
Sent: Friday, August 13, 2021 11:58 AM
To: Ortiz, Shannon <sortiz@grfdaz.gov>
Subject: [EXTERNAL]: Thank you!

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Ms. Ortiz,

I wanted to take a moment to thank you for your courteous, professional and expedient turn around time in providing the Department with the requested report.

Please forward on to your Manager, they should know what a great job serving the public you do and the professionalism you show reflects highly on Golder Ranch Fire.

I hope you have a great weekend!!! :)

--

Regards,

Darren D. Markley, MSW
State Licensing Surveyor
Arizona Department of Health Services
Bureau of Residential Licensing Facilities
400 W Congress Street
Suite 116
Tucson, AZ 85701
Direct: (520) 628-6318
Office: (520) 628-6965
Fax: (520) 628-6991

Health and Wellness for all Arizonans

CONFIDENTIALITY NOTICE: This e-mail is the property of the Arizona Department of Health Services and contains information that may be PRIVILEGED, CONFIDENTIAL, or otherwise exempt from disclosure by applicable law. It is intended only for the person(s) to whom it is addressed. If you have received this communication in error, please do not retain or distribute it. Please notify the sender immediately by e-mail at the address shown above and delete the original message. Thank you.



Rotary 

District 5500
District Governor 2019-2020
www.rotaryd5500.org

1940 E. Lind Road
Tucson, AZ 85719
520-360-7181
ellie.patterson1@outlook.com



ELLIE PATTERSON

Dear Jenn,

Thank you so much
for speaking at our Old
Pueblo Business Alliance this
past Wed. morning. Everyone
really enjoyed your presentation!
Thank you, also, on behalf of
our members, for your service.
Sincerely, Ellie, OPBA Programs

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Pat Abel, Assistant Chief

DATE: October 19, 2021

SUBJECT: PLANNING 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 logistics/planning assistant chief to provide updates to the governing board on the following areas:

- Assistant chief's activities for the month
- Fire and Life Safety
- Logistics
- Planning
- Fleet
- Facilities

RECOMMENDED MOTION

No motion is necessary for this agenda item.



ASSISTANT CHIEF'S REPORT

Logistics & Special Projects – Patrick Abel

September 2021

Assistant Chief's Activities for the Month

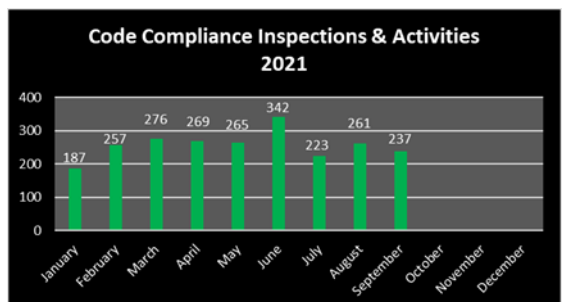
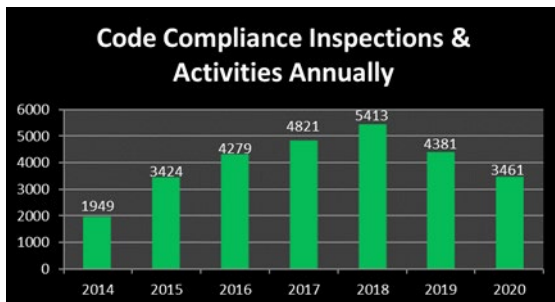
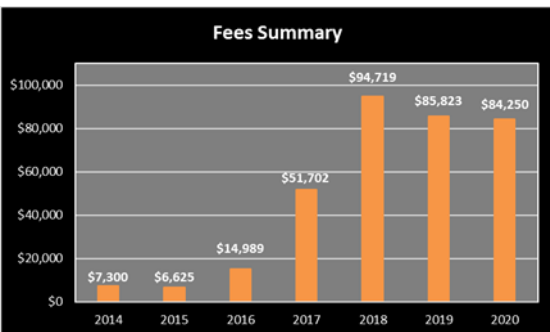
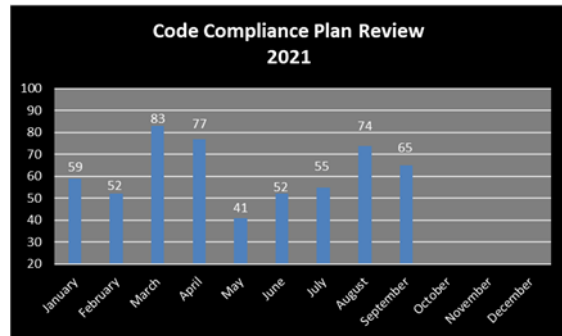
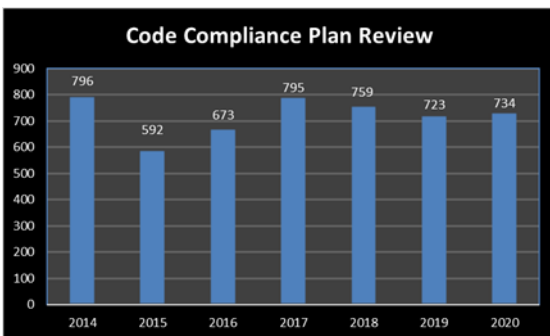
Meetings attended & general information

- I attended the monthly Fire Chief's status meeting with all managers and division heads.
- I conducted weekly Logistics meetings with direct reports during the transition of personnel into their new positions and between many staff vacations.
- I attended several meetings with the fire chief as his direct report in preparation for the realignment of the organization: [Leadership Archetypes: GRFD Organizational Recalibration](#). Much appreciation to Chief Jeremy Hilderbrand and his logistics team that have done so much to ensure the success and growth in the Logistics division.
- On September 5th we began our new "organizational recalibration" process. Deputy Chief Grant Cesarek and Division Chief Mike Price joined the new Planning & Logistics division.
- I continued to coordinate efforts on the Hanley building as our possible future administrative home.
- Much of my time at the beginning of the month was spent on an internal investigation.
- I worked with HR to help mitigate internal personnel issues and develop team building plans.
- I worked with Chief Karrer and others to better understand the KME (fire apparatus vendor) redirection to move the apparatus assembly operations to another plant in another state. This raised some concerns for our five engines order. The outcome is that we will continue with KME and our five engines.
- I attended the retirement party for Billing Supervisor Mary Bequette. She served over ten years with GRFD and was instrumental in bringing the billing of transports internally.
- Station 374 - Agreements have been executed with a target construction start date in November. The project build time is anticipated to be about five months.
- Station 378 - Van Robinson with Arizona State Land Department (ASLD) has communicated that he anticipates the land process for station 378 should be completed by March 2022. The

required documents have been submitted to the state land department for review. A review of the environmental studies, appraisal of the land, review by the ASLD Board of Appeals, and the auction process will complete the land purchase process.

- Station security and concrete bond projects - Station 373 in SaddleBrooke has been fully completed. Station 374 phase I concrete work has been completed. Stations 379 and 376 concrete are near completion. Currently, we have been working on concrete and security for station 380. The goal is to move the subcontractors from one station to the next. We have continued to move forward and remained on track.

Fire and Life Safety



Top 3 Inspections	Quantity
Residential	61
Prevention/re-inspection	56
Commercial	49

Commercial Projects Summary

Inspector Zones:

- Zone 1 - B. Druke = Station 370, 372, 373, 374, 378
- Zone 2 – S. Horbarenko = Station 375, 377
- Zone 3 - B. White = Station 376, 379
- Zone 4 – B. Hurley = Station 380

New projects for this month = **Green**

Oro Valley		Pinal County	
Station 374 Remodel 1130 W Rancho Vistoso	Sprouts T.I. 7665 N Oracle	Chirreon Energy 1.5 Miles West of Oracle/Edwin	SB The Preserve Fire Alarm 66567 E Catalina Hills
ROCHE Bldg 2 T.I. 1910 E Innovation Park	Arby's T.I. 8060 N Oracle	SBHOA2 Mesquite Fire Alarm 38691 S Mountain View	Golder Ranch Vineyard 64496 E Edwin
ICON Electric Vehides T.I. 10565 N Oracle Ste 155	Sundown Village Alarms 8215 N Oracle	Marana	
Quiktrip T.I. 11045 N Oracle	Davis Pediatric T.I. 10520 N La Canada	Frankie's South Philly Cheesesteaks T.I. 3780 W Ina Ste 184	
Flex Gymnastics T.I. 11085 N Oracle	Poolwerx T.I. 7918 N Oracle	Pima County	
Episcopal Church 12111 N La Cholla	ROCHE Building 3 T.I. 1910 E Innovation Park	Dr. Chin Dentistry T.I. 7520 N Oracle Ste 200	Sunnydale Pharmacy T.I. 8770 N Thornydale Ste 190
Petsmart Fire Alarm 10625 N Oracle	Steam Pump Garage T.I. 10901 N Oracle	Plato's Closet T.I. 7306 N Oracle	Overton Self Storage 2925 W Overton
The Back Alley T.I. 2060 E Tangerine Ste 182	AZ MediQuip T.I. 10515 N Oracle Ste 165	Shell Building 7490 N Oracle	Thornwood Care Home 7480 N Thornwood
OVPD Generator 1920 E Tangerine	Crumb Cookies T.I. 7805 N Oracle Ste 151	North Ridge Dental Monitoring 16215 N Oracle	Carlota's T.I. 15881 N Oracle
ROCHE Building 4 T.I. 1910 E Innovation Park	Chilis CO2 System 11065 N Oracle	United Urology Medical T.I. 7470 N Oracle Ste 202	Vista de Montana T.I. 3001 E Mira Vista
ROCHE Ammonia Plant 1910 E Innovation Park	Splendido Remodel 13500 N Rancho Vistoso	United Urology Surgical T.I. 7470 N Oracle Ste 201	Nicos T.I. 15665 N Lupine
PRCA MPR 9500 N Oracle	Walgreens T.I. 10405 N La Canada	Autism Clinic T.I. 8770 N Thornydale Ste 170	
PRCA Modulares 9500 N Oracle	Aspen Dental T.I. 10580 N Oracle Ste 100	Subdivisions (Sprinklers Required)	
OV Self Storage 9255 N Oracle	Oro Valley Acupuncture T.I. 190 W Magee Ste 142	Tranquillo (del Webb and R.V.) approx. 270 homes	Shannon 80 (Shannon and Naranja) approx. 80 homes
Linda Vista Luxury Rentals 375 E Linda Vista		OV Town Centre (Oracle and Pusch) approx. 77 homes	Capella M (Naranja and La Cholla) approx. 48 homes
Naranja Park Archery 810 W Naranja		Who Received Project Final Inspection	
Design Center T.I. 8454 N Oracle		Wow Wow Lemonade T.I. 7705 N Oracle Ste 133	Fairway Mortgage T.I. 10195 N Oracle Ste 119
KFC T.I. 7901 N Oracle		Harsch Property T.I. 10831 N Mavinee Ste 105	Five Below T.I. 10571 N Oracle
Mali Thai T.I. 12142 N Rancho Vistoso		Oppenheimer & CO T.I. 10195 N Oracle Ste 115	Greenspring Inspire T.I. 10509 N Oracle Ste 141
TOV ADA Bathrooms 11000 N La Canada		Reilly's Craft Pizza T.I. 7262 N. Oracle	AZ MediQuip T.I. 10515 N Oracle Ste 165
Shell Building L.I. 7315 N Oracle		Spirit Halloween 10805 N. Oracle	Mtn. Shadows Pres. Church T.I. 3201 E Mountainaire
KS Classic Homes T.I. 11901 N First Ste 100		Walmart T.I. 7951 N Oracle	Sun City Lounge 1555 E Rancho Vistoso

Fire Marshal Loesche Activities

- Fire inspection follow-up with Fire Inspector Hurley at the Carrabba's Restaurant – the situation of non-compliance brought about the potential for shutting off the utilities to this establishment. Upon that notice, the owner was consulted and took the required actions to abate all of the violations. The restaurant was, ultimately, allowed to remain in business having all violations corrected.
- Participated in the annual 1582 physical.
- Attended the annual Arizona Fire School coordinating the Fire Origin and Cause Course for company officers. This year's school was attended by more than 700 students.
- Participated in the regularly scheduled Arizona Fire Training Committee meeting prior to the annual fire school.
- Chaired over the bi-monthly Southern Arizona Fire Marshals group meeting at the station 380 meeting room. A variety of fire code topics were covered.
- Held the monthly Fire and Life Safety (FLS) meeting.
- Attended the Arizona Fire Marshals meeting via Zoom.
- Covered the duty for Chief Cesarek while he was on PTO.
- Reviewed the FLS permit policy for Lexipol.

Education/Training Activities

- Deputy Fire Marshal (DFM) Akins and Inspectors Druke, Hurley, and White attended the joint fire investigation meeting with Northwest Fire District (NWFD), Pima County Sheriff's Office (PCSO), and Oro Valley Police Department (OVPD).
- DFM Akins attended the Southern Arizona Fire Marshal meeting.
- DFM Akins attended a two-day Youth Firesetter class in Phoenix hosted by the Arizona Fire and Burn Educators Association.
- Inspector Druke attended the 2021 State Fire School in Mesa September 8-12 as the coordinator for the Fire Detection and Suppression Systems class that was hosted by Cintas in Phoenix.

Fire Investigations

- On September 3rd, a structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.

- On September 4th, a structure fire was reported in the Golder Ranch Fire District.
 - The origin of the fire was that of a small content fire within the garage.
 - The fire cause classification for this fire is undetermined after investigation.
- On September 14th, a structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.
- On September 16th, a structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.
- On September 20th, a structure fire was reported in the Golder Ranch Fire District.
 - The origin of the fire was on the roof of the occupied structure.
 - The fire cause classification for this fire is intentional and two juveniles were detained by the Pima County Sheriff's Office.



- On September 21st, a structure fire was reported in the Golder Ranch Fire District.
 - The origin of the fire was undetermined.
 - The fire cause classification for this fire is undetermined.



- On September 24th, a structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.
- On September 25th, a structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.
- On September 25th, a second structure fire was reported in the Northwest Fire District.
 - GRFD assisted with the fire investigation.

Can you spot the violation?



Answer to last month:



Answer: Remove deadbolt from egress door.

2018 1010.1.9 Door Operation: Egress doors shall be readily openable from the egress side without the use of key or special knowledge or effort.

Logistics

- Service Desk (within OPIQ) was used for 128 service requests in September:
 - Fleet: 59 requests
 - Facilities: 50 requests
 - Supply: 19 requests

- We conducted the walk-through with the building inspector at the building on Hanley Blvd on September 28th. We conducted a walk-through tour with all board members and Chief's staff on October 4th.
- The new 4x4 engine is currently being outfitted with equipment and nearing an in-service date soon. A date to be determined is in the works for an official in-service ceremony.
- Station 379 concrete phase I and II has been completed



- Station 376 concrete phase 1 completed. Phase II is in process. Station 380 will be next in line once station 376 is completed.



Planning

Chief Grant Cesarek, Deputy Chief of Planning

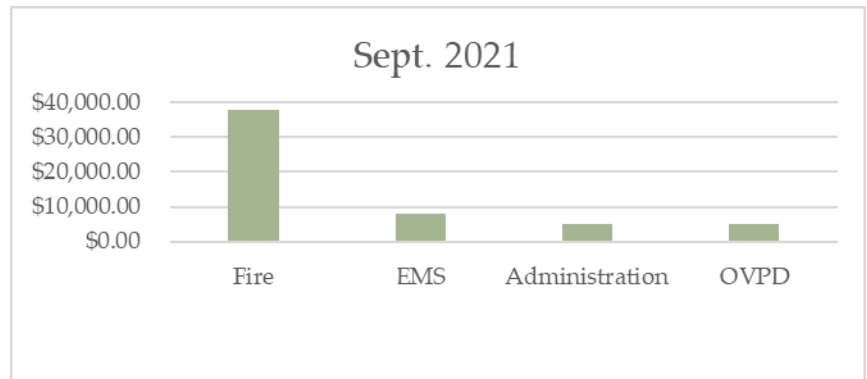
- Completed the phase one environmental survey on 1600 E. Hanley Blvd, report from Terracon shared with the Board.
- Ordered the phase one environment survey on the adjacent parcel of land with Terracon.
- Completed a building inspection with Pride Property Inspectors on the Hanley property.

- Received prior building plans from the Town of Oro Valley for the Hanley property.
- Initiated the design planning for tenant improvements with our architect firm, WSM.
- Arranged access to the Hanley property for board member review on October 5, 2021.
- Provided expectations for the fire marshal transition to FM Loesche and DFM Akins.

Fleet

Monthly vehicle parts costs

- Administration - \$5,016.00
- EMS - \$8,114.00
- Fire – \$37,731.00
- OVPD hours- 57.1 hrs. \$5,007.51



Facilities Maintenance

- Station 373 – Concrete bond project complete, asphalt seal complete, installed rainbird drip valve, drip tubing, emitters and pressure regulator
- Station 375 – Ran power at entrance of property for security gate bond project and modified existing exhaust fan in bay
- Station 376 - Ran power to security gate for security gate bond project
- Station 377 – Kitchen sink was replaced
- Station 379 – Annual backflow testing completed and passed
- Station 380 – Annual backflow testing completed and passed, twelve new bunkroom reading lights were installed
- Fleet 430 – Painted bay doors and ballards
- Ongoing repairs and maintenance requests continued daily in all GRFD facilities.

Procurement/Communications Specialist

- Nothing to report this month

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Tom Brandhuber, Assistant Chief

DATE: October 19, 2021

SUBJECT: ESSENTIAL 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 business/personnel assistant chief to provide updates to the governing board on the following areas:

- Assistant Chief's Activities
- Board Services
- Finance
- Human Resources
- Information Technology

RECOMMENDED MOTION

No motion is necessary for this agenda item.



ASSISTANT CHIEF'S REPORT

Essential Services – Tom Brandhuber

September 2021



Assistant Chief's Activities for the Month

Meetings attended & general information

- Attended Chief Karrer's direct reports meetings.
- Attended the monthly District board meeting.
- Attended the State Medical Direction Commission meeting.
- Participated in the Arizona Fire Services Institute (AFSI) meeting.
- Participated in the regional medical directors meeting.
- Participated in the regional trauma meeting.
- Participated in the direct reports meetings with my staff.
- Participated in a Standards of Cover meeting.

- Conducted the annual Arizona Ambulance Association (AzAA) meeting at the Gilbert training facility.
- Held a discussion on standing up regional meetings concerning regional COVID impact.

Board Services

Public Safety Personnel Retirement System (PSPRS)

- Manager Painter coordinated and attended a PSPRS Local Pension Board meeting. Engineer Figueroa's application for retirement from the Deferred Retirement Option Plan (DROP) and the survivor benefits for Lucas Giampa's children and wife were both approved.

Meetings, trainings, and events attended:

- Manager Painter coordinated and attended a special governing board meeting to approve a Resolution to move forward with the sale of the Shannon and Overton property.
- Manager Painter attended the Fire Chief's Status meeting with all of the district chiefs and managers.
- Manager Painter, Administrative (Admin) Assistant Hernandez, Administrative (Admin) Specialist Ramos and Records Specialist (RS) Ortiz attended the weekly Board Services meetings. Admin Specialist Ramos attended meetings with vendors and chiefs regarding district projects.
- RS Ortiz attended Arizona's State Elections Re-Certification training on September 13th. The sessions included Election Law Updates; Election Worker Recruitment; Training and Challenges; National Voter Registration Act; Ethics & Conflicts of Interest in Voter Registration and Elections; Election Administration and Voting Survey (EAVS) Report; Redistricting/Census, Recalls; Political Observers; Candidate Challenges; Election Security; Campaign Finance; Logic and Accuracy Testing; Electronic Adjucation/Manual Duplication; Uniformed Overseas Citizens Absentee Voting Act (UOCAVA); Ballot Drop Boxes- Security & Best Practices; and Initiative & Referendum Updates.
- Manager Painter attended the Women's Leadership Summit, via Zoom. The topics covered were Characteristics of Highly Effective Women, Reviving/Fast-Tracking Your Career, Know Your Worth and Build Your Value, and Fast-Tracking Your Career Using the Wisdom of Dolly Parton.
- Manager Painter also attended a SHRM webinar – Own It! Using Accountability to Inspire Performance and Leadership.
- Admin Specialist Ramos, RS Ortiz, and Manager Painter attended a Christmas Committee meeting. It was determined that the best idea was to move forward with the Winter Wonderland drive-through event, similar to last year.

- Admin Assistant Hernandez trained with Manager Painter on how to put together a board packet, using the board packet for the September 21st board meeting as a guide.
- Admin Specialist Ramos coordinated a luncheon for the September birthdays in Administration and Fleet. Staff from Admin North and South, Training, Fleet, as well as our fire chief, deputy chiefs and division chiefs attended. It was a wonderful time to interact, share food and build camaraderie.

Records Specialist Ortiz responded to 21 records requests for the month of September.

The breakdown is as follows:

Environmental Reports	4
Outstanding Code Violations/Inspection Report	1
Fire Reports	2
Incident Reports	-
Medical Records	13
Billing Records	-
Other	-

- The warranty deed for 16636 N. Avenida Del Oro has been recorded with the Pima County Recorder's Office. We are currently waiting for the Pima County Assessor's Office to make the corresponding changes in its department.
- The law firm that contested the \$2,101.00 invoice for their 8,404 page records request in July has paid the invoice in full.
- With the changes in the District organizational chart, many people have new positions. RS Ortiz emailed each chief in a new position the records retention schedules that pertain to his position. She has been meeting with the chiefs to review the schedules and how they apply to the department. To date, she has met with Division Chief Price in Logistics and Division Chief Perry of Essential Services. She will continue to meet with chiefs as their schedules permit.
- RS Ortiz processed and submitted National Fire Incident Reporting System (NFIRS), including working with the GRFD's Help Desk to correct errors. There are software related issues with one type of critical error. IT has been working with RS Ortiz and Zoll to see if they can create a patch to fix the error. If they cannot create a patch, the errors can still be corrected manually, however, it is a time-consuming process and it would be nice to have the error corrected in the software so time does not have to be spent manually correcting them. To learn more about NFIRS and correcting the errors, RS Ortiz read two manuals: National Fire Incident Reporting System-Complete Reference Guide and the NFIRS Coding Question Guide. Click here for the foreword of the [NFIRS Reporting System Guide](#) which gives a history of the program that the Board might enjoy.
- In reviewing old boxes of records, RS Ortiz noticed that there are not many old pictures of the District. In light of this, she has proposed to do a blast to the public seeking old pictures. They

can email them, mail them, or bring them by to Administration so copies can be made. She has made it a personal goal of hers to make it a priority to preserve the history of Golder Ranch Fire District.

- In the month of September, RS Ortiz reviewed five boxes of records, created the corresponding records of destruction, and prepared the boxes for destruction.
- RS Ortiz continued to create the monthly type count report of the District's call load statistics, assist in posting and distributing regular memos, send adopted resolutions to the county recorders to be recorded, order office supplies for administrative and operational staff, update the District phone list with any changes, and send out copies of thank you notes/cards to the recipients and their supervisors.

Administrative Specialist Ramos continued with her daily duties by providing assistance to Board Services, IT, Facilities/Logistics, and has begun to assist EMS and command staff when needed.

- Admin Specialist Ramos continued to receive service ticket requests for kitchenware for stations and place orders for items requested.
- Admin Specialist Ramos has been working with the Comcast government representative for Tucson to upgrade cable boxes in two stations and work with them on billing issues. We have been trying to consolidate all accounts under one master account and attempt to bring all stations up to the same level of service. She has also been working with them to see what options are available for our Saddlebrooke and Saddlebrooke Ranch stations for service. She discussed the building of the new 378 in Saddlebrooke station in hopes that they might consider building out their system to service the new station as well.
- She continued to assist Facilities in processing invoices and quotes and work with vendors to research and order products for stations. She is also responsible for assuring delivery and receipt of items purchased.
- She continued to work with Finance Specialist Jean Oliver to assure that all purchase orders are created properly and meet the needs and criteria of Finance. They have been discussing ways to educate and assist others to understand the needs of Finance. The goal is to have all divisions become consistent in submitting the same documentation needed by Finance to process payments and meet the requirements related to auditing.
- Admin Specialist Ramos continued to assist Chief Abel and Logistics with various tasks related to the bond projects. She continued to work with the new division chief of Logistics and division chief of EMS. She has continued to work closely with Chief Abel on other projects to provide assistance.
- She had a meeting with the division chief of Essential Services to discuss ideas on streamlining processes for purchase order approvals in Operative IQ and address suggestions for the finance policy as it relates to approvals, spending limits etc.

- She has remained available to assist wherever and whenever needed. With the recalibration and creation of more divisions within the District, she has found herself being asked to assist in different areas and is always happy to assist when asked and given direction to do so.

Administrative Assistant Hernandez continued to answer the phone and greet and assist members of the public, staff, vendors, delivery drivers, and staff upon their entrance to Admin North. She also continued to collect and distribute mail and packages and provide clerical assistance wherever needed.

- Admin Assistant Hernandez took 42 sets of electronic fingerprints in September.
- 3 lockboxes were sold in person in September. Although lockboxes are sold online through the district website now, there are a few left in the office that can be purchased by residents under special circumstances.
- Admin Assistant Hernandez continued to create purchase orders and reconcile credit card purchases for Board Services, Administration, and Chief's purchases and enter the transaction amounts into each department's budget spreadsheets then file accordingly. She also continued to enter transaction amounts into the Facilities and IT budget spreadsheets.
- She began to send out Regular Memos and Operational Directives upon direction from various chiefs and management.
- She sent out a formal thank you letter for a large donation received for the District.
- She continued to go through and update the Front Desk Manual, which is a reference manual for anyone covering the front desk. With all of the recent structural and staff changes within the District, some of the information was already outdated from a few months ago and had to be updated, yet, again.

Finance Report

Supply Chain Issues

- Right now GRFD is experiencing an unprecedented backlog of apparatus and mobile fleet orders. Engines that cannot be delivered on time, Ambulances that are sitting in parking lots waiting for recall parts, brand new 4x4 engine that is out of service because of braking issues, etc. Ever since COVID hit, we have been waiting for life to get back to normal, and for the most part it has. However there is seriously something wrong with our supply chain. It is still definitely not back to normal. I saw this article in the New Yorker and thought it is relevant enough to help us understand what is going on and when we can expect to see a return to a "new normal." Coming down the pipeline that will affect the way GRFD reports its capital lease liabilities. Way back in June 2017, the Government Accounting Standards Board (GASB) issued its Statement #87, which conformed government accounting rules for leases with the International Accounting Standards Board (IASB) reporting rules. The new rules will bring

substantially all leases onto the lessee's balance sheet (even for operating leases). Lease liabilities will be considered long-term debt and lease payments will be capital financing outflows in the Statement of Cash Flow. In the Statement of Activities (P&L), lessees will no longer report rent expense for the operating-type leases, but will instead report interest expense and, of course, depreciation of the underlying asset. The new standard is required for all fiscal years ending after December 31, 2019. The fiscal year of 2020 will need to be in compliance. GASB has encouraged early adoption of the new standards so consultation with the GRFD auditors will need to be had and a decision made as to when to conform.

Excerpt from The New Yorker, Oct 2021.

The most obvious culprit is covid-19. In the case of rental cars, when travel decreased sharply in the spring of 2020, many companies generated cash by selling off a sizable portion of their fleets. They may have assumed that they could just buy more cars later, but when the time came cars weren't available. The main reason for that is a worldwide shortage of semiconductors, the chips used in automotive systems—the supply has been constrained by Covid-related plant closures in Asia, where many of them are made. Last week, the Wall Street Journal estimated that, because of the “chip famine,” some seven million cars were not built.

Last Thursday, Gina Raimondo, the Secretary of Commerce, hosted an industry summit on the chip shortage, with executives from companies including Ford and General Motors, as well as Apple and Samsung, which are also competing for semiconductors. Afterward, her office said that one of its goals is to build supply-chain “trust.” (Another is to explore how the United States can become less dependent on overseas suppliers.) A White House briefing posted the same day said that the dearth of chips was “dragging down the US economy,” and cited an estimate that it may lop a percentage point off G.D.P. growth.

What is often at the heart of a supply-chain issue is a labor issue. Last week, the ports of Los Angeles and Long Beach were approaching a crisis state because more than seventy container ships were idling offshore, in what had become a maritime parking lot; there are not enough dockworkers to unload their cargo, or enough truck drivers to move it out of the ports. (Shipping rates have spiked, too.) Labor shortages are the reason that so many things just seem to be in the wrong place—the prime symptom of a supply-chain squeeze. “Just in time” delivery works only if you can deliver.

The labor situation, too, is no doubt related to Covid-19, but there is wide disagreement about exactly how. A significant number of people who were laid off early in the pandemic because of closures have not gone back to work, even as more businesses reopen. The factors cited include a fear of infection and an aversion to dealing with customers who are angry about policies, or the lack of them, requiring masks and proof of vaccination—a particular concern

for restaurant workers, who are also in short supply. Some essential workers, such as health aides and delivery drivers, who were hit hard by the pandemic, may be reassessing their jobs. Referring to supply-chain issues, in other words, can be a useful shorthand when a problem arises, but it is an insufficient one. For that matter, pinning the supply-chain meltdown on the pandemic can be an evasion. Last week, at the Council on Foreign Relations, the Irish Taoiseach, or Prime Minister, Micheál Martin, said that multiple supply-chain breakdowns created by [Brexit](#) had been “masked by Covid.” (The United Kingdom has faced shortages of everything from fuel to the carbon dioxide needed for processing many foods.) Similarly, recent storms have caused major disruptions; by one estimate, [Hurricane Ida](#) alone wrecked a quarter of a million cars.

Human Resources

HR participated in all regularly scheduled meetings, and completed all regular duties. Additionally, we were involved in the following:

Recruitments

- External/Internal:
 - IT (2) – in process
- Upcoming Internal Only:
 - Engineer Process
 - Battalion Chief Process
- Future Upcoming:
 - Finance position – Budget/Finance Analyst – job description in draft process
 - IT – GIS Analyst – job description in draft process
 - Logistics – Supply
 - Deputy Fire Marshal
 - Inspectors



New Hire

- Mariana Eubanks – HR Representative (Sep 27)

Future Promotions

- Jenn Akins – Fire Marshal (Nov 29)

Special Projects

- We have been coordinating with Fleet to update job descriptions to support future career growth
- Uniform job descriptions are being updated
- There have been organizational structure changes based on appointments and promotions
- A new performance evaluation committee was established
- There have been more policy reviews and updates – *please see policy section of board packet*

Upcoming Exits

- Fire Marshal (Dec)
- Captain/CEP (Dec)

Retirees

- Rob Russo – Firefighter/Engineer (Sep 18)



Employee and Volunteer Recognition

Congratulations on your Golder anniversary and thank you for being such amazing team members!



GRFD Employee Years of Service Recognition - October			
Last Name	First Name	Date of Hire	Years Of Service
Seeley	William	10/30/1997	24
Christian	David	10/04/2010	11
Rascon	Herman	10/18/2010	11
Cantua	Phillip	10/17/2016	5
Raney	Charles	10/17/2016	5
Hernandez	Maggie	10/07/2019	2
Leonard	Christine	10/07/2019	2

Information Technology (IT)

The GRFD IT Applications group has been working on the following projects:

- Working with the Human Resources Department we are now in the first review of our IT Specialist position. We have had a very good response to this posing and hopefully, we move one/maybe two candidates forward. The IT Specialist position is an adjusted position to an entry tier one position. The hope is that we can find the right person with the right attitude and train them in-house.

- The application group has been focused on dealing with ongoing tickets, doing regular maintenance, and dealing with documentation on new issues.

The GRFD IT Systems group has been working on the following projects:

- We are currently evaluating a new way to program our keyless lock system. The old programming tool is a personal data device with has become obsolete. While locks are not an area under the Information Technology department, we help in the evaluation and putting forward new electronic devices.
- The Systems group has been focused on setting up hardware and software for users related to the new organizational move.



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Brandon Daily

Date Prepared 6/23/2021

Division or Section B-Shift

Classification EMS Captain

Initiator of Commendation Lucas Giampa

Description and Date of Exceptional Performance

On 6/21/21 Captain Daily exemplified what leadership is. He showed compassion and empathy for the crew on Paramedic 376. This shift was like many others recently; Northwest Hospital had significant delays for crews attempting to turn over patient care. Paramedic 376 arrived at Northwest around 1745 hours. They did not clear the facility until nearly two hours later. Captain Daily noting the time of day, knew that the crew had missed dinner with their crew due to the delay. He drove to the hospital and took the crew dinner. In my opinion, Captain Daily showed absolute care and concern for his fellow employees. His actions were outstanding and a tremendous show of his leadership.

First Level Supervisor's Comments

Great job Captain Daily. This type of internal customer service goes along way for the crew members.

Second Level Supervisor's Comments

Supervisor Signature

A handwritten signature in black ink, appearing to read "Lucas Giampa", written over a horizontal line.

Employee Signature

A handwritten signature in black ink, appearing to read "Brandon Daily", written over a horizontal line.



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Colin Port

Date Prepared 9-6-21

Division or Section Operations

Classification Captain

Initiator of Commendation Adam Jarrold, Acting Battalion Chief

Description and Date of Exceptional Performance

On the evening of September 6, 2021, fire alarm called station 370 advising that they had a very upset caller on the line who was reporting a horse stuck in a ditch and were inquiring if we could provide some assistance. I told the dispatcher to send E-370 on the public assist. E-370 responded with Captain Port, Engineer Strieter, Paramedic Behunin and Firefighter Gretta. P-370 was also added to the call including Paramedic Bell and Firefighter Kreitner as Paramedic Bell has extensive experience and expertise with livestock. Units arrived on scene to find a horse in the bottom of a six foot deep, narrow trench. The owner of the horse was there and was extremely distraught. She was pleading with the crew to remove the horse from the hole. The horse was obviously dead. The crew did an amazing job working the problem. Several went to work creating a solution to remove the horse while others worked to keep the owner out of the hole for her safety and were also doing what they could to console her. The crew ultimately contacted Catalina Tow who did a great job assisting to remove the horse and transport it back to the owners nearby property. The crew also requested the CAP Team to provide assistance to the owner of the horse. This is an incident that did not warrant a response from the fire district, however, these crew members went above and beyond to help a resident in need. Strong work!

First Level Supervisor's Comments

Colin has consistently shown to be willing to do whatever is necessary when helping our district residents. He is definitely a positive role model in the district!

Second Level Supervisor's Comments

The entire 370C crew went above and beyond, a true community first effort.

Supervisor Signature

Employee Signature



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Kurt Strieter

Date Prepared 9-6-21

Division or Section Operations

Classification Engineer

Initiator of Commendation Adam Jarrold, Acting Battalion Chief

Description and Date of Exceptional Performance

On the evening of September 6, 2021, fire alarm called station 370 advising that they had a very upset caller on the line who was reporting a horse stuck in a ditch and were inquiring if we could provide some assistance. I told the dispatcher to send E-370 on the public assist. E-370 responded with Captain Port, Engineer Strieter, Paramedic Behunin and Firefighter Gretta. P-370 was also added to the call including Paramedic Bell and Firefighter Kreitner as Paramedic Bell has extensive experience and expertise with livestock. Units arrived on scene to find a horse in the bottom of a six foot deep, narrow trench. The owner of the horse was there and was extremely distraught. She was pleading with the crew to remove the horse from the hole. The horse was obviously dead. The crew did an amazing job working the problem. Several went to work creating a solution to remove the horse while others worked to keep the owner out of the hole for her safety and were also doing what they could to console her. The crew ultimately contacted Catalina Tow who did a great job assisting to remove the horse and transport it back to the owners nearby property. The crew also requested the CAP Team to provide assistance to the owner of the horse. This is an incident that did not warrant a response from the fire district, however, these crew members went above and beyond to help a resident in need. Strong work!

First Level Supervisor's Comments

Kurt, great job taking charge of the safety of the horse owner. You were stern and that is what got through her emotions. Without your personality, she may have made poor decisions and could have been hurt. You showed compassion and leadership. Well done.

Second Level Supervisor's Comments

Very well done, Kurt! Way to put the community first in this unique and difficult situation!

Supervisor Signature

Employee Signature



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Ryan Kreitner

Date Prepared 9-6-21

Division or Section Operations

Classification Firefighter

Initiator of Commendation Adam Jarrold, Acting Battalion Chief

Description and Date of Exceptional Performance

On the evening of September 6, 2021, fire alarm called station 370 advising that they had a very upset caller on the line who was reporting a horse stuck in a ditch and were inquiring if we could provide some assistance. I told the dispatcher to send E-370 on the public assist. E-370 responded with Captain Port, Engineer Strieter, Paramedic Behunin and Firefighter Gretta. P-370 was also added to the call including Paramedic Bell and Firefighter Kreitner as Paramedic Bell has extensive experience and expertise with livestock. Units arrived on scene to find a horse in the bottom of a six foot deep, narrow trench. The owner of the horse was there and was extremely distraught. She was pleading with the crew to remove the horse from the hole. The horse was obviously dead. The crew did an amazing job working the problem. Several went to work creating a solution to remove the horse while others worked to keep the owner out of the hole for her safety and were also doing what they could to console her. The crew ultimately contacted Catalina Tow who did a great job assisting to remove the horse and transport it back to the owners nearby property. The crew also requested the CAP Team to provide assistance to the owner of the horse. This is an incident that did not warrant a response from the fire district, however, these crew members went above and beyond to help a resident in need. Strong work!

First Level Supervisor's Comments

Kreitner, great job helping and supporting the mission. A tough call and you kept a great attitude and a calm way about you. Thanks for your professionalism. Good job.

Second Level Supervisor's Comments

Very well done, Ryan! Way to put the community first in this unique and difficult situation!

Supervisor Signature

Employee Signature



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name James Gretta

Date Prepared 9-6-21

Division or Section Operations

Classification Firefighter

Initiator of Commendation Adam Jarrold, Acting Battalion Chief

Description and Date of Exceptional Performance

On the evening of September 6, 2021, fire alarm called station 370 advising that they had a very upset caller on the line who was reporting a horse stuck in a ditch and were inquiring if we could provide some assistance. I told the dispatcher to send E-370 on the public assist. E-370 responded with Captain Port, Engineer Strieter, Paramedic Behunin and Firefighter Gretta. P-370 was also added to the call including Paramedic Bell and Firefighter Kreitner as Paramedic Bell has extensive experience and expertise with livestock. Units arrived on scene to find a horse in the bottom of a six foot deep, narrow trench. The owner of the horse was there and was extremely distraught. She was pleading with the crew to remove the horse from the hole. The horse was obviously dead. The crew did an amazing job working the problem. Several went to work creating a solution to remove the horse while others worked to keep the owner out of the hole for her safety and were also doing what they could to console her. The crew ultimately contacted Catalina Tow who did a great job assisting to remove the horse and transport it back to the owners nearby property. The crew also requested the CAP Team to provide assistance to the owner of the horse. This is an incident that did not warrant a response from the fire district, however, these crew members went above and beyond to help a resident in need. Strong work!

First Level Supervisor's Comments

JJ, great job being proactive and anticipating needs of the crew. You were professional and supportive. You kept a calm presence and had great feedback for all members. Well done.

Second Level Supervisor's Comments

Very well done, James! Way to put the community first in this unique and difficult situation!

Supervisor Signature

Employee Signature



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Jesse Behunin

Date Prepared 9-6-21

Division or Section Operations

Classification Paramedic

Initiator of Commendation Adam Jarrold, Acting Battalion Chief

Description and Date of Exceptional Performance

On the evening of September 6, 2021, fire alarm called station 370 advising that they had a very upset caller on the line who was reporting a horse stuck in a ditch and were inquiring if we could provide some assistance. I told the dispatcher to send E-370 on the public assist. E-370 responded with Captain Port, Engineer Strieter, Paramedic Behunin and Firefighter Gretta. P-370 was also added to the call including Paramedic Bell and Firefighter Kreitner as Paramedic Bell has extensive experience and expertise with livestock. Units arrived on scene to find a horse in the bottom of a six foot deep, narrow trench. The owner of the horse was there and was extremely distraught. She was pleading with the crew to remove the horse from the hole. The horse was obviously dead. The crew did an amazing job working the problem. Several went to work creating a solution to remove the horse while others worked to keep the owner out of the hole for her safety and were also doing what they could to console her. The crew ultimately contacted Catalina Tow who did a great job assisting to remove the horse and transport it back to the owners nearby property. The crew also requested the CAP Team to provide assistance to the owner of the horse. This is an incident that did not warrant a response from the fire district, however, these crew members went above and beyond to help a resident in need. Strong work!

First Level Supervisor's Comments

Jesse, you were a great asset to a difficult call. The grieving horse owner found comfort in you and it showed by the way she would not let go of your arm. Great job.

Second Level Supervisor's Comments

Very well done, Jesse! Way to put the community first in this unique and difficult situation!

Supervisor Signature

Employee Signature



GOLDER RANCH FIRE DISTRICT

RECORD OF EXCEPTIONAL PERFORMANCE

Employee Name Jennifer Akins

Date Prepared 09/16/21

Division or Section Fire Life Safety

Classification DFM

Initiator of Commendation William Loesche Division Chief/Fire Marshal

Description and Date of Exceptional Performance

On Wednesday September 15, 2021 Jennifer delivered a presentation to the local Rotary District 5500 at the request of District Governor Ms. Ellie Patterson. Jenn's delivery and content were well received and exemplified the true professionalism of the Golder Ranch Fire District.

First Level Supervisor's Comments

For promoting the positive image and culture of GRFD, through answering the call of the community we serve, I have initiated this record of exceptional performance. Congratulations for a well deserved recognition!

Second Level Supervisor's Comments

Supervisor Signature

A handwritten signature in black ink, appearing to read "William Loesche", written over a horizontal line.

Employee Signature

A handwritten signature in black ink, appearing to be a stylized "JA", written over a horizontal line.

GOLDER RANCH FIRE DISTRICT

BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Scott Robb, Assistant Chief

DATE: October 19, 2021

SUBJECT: EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT 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:

- Assistant Chief's Activities
- Emergency Response
- Professional Development
- Health and Safety
- Wildland
- Honor Guard/Pipes and Drums
- Special Operations
- Community Services and Public Relations

RECOMMENDED MOTION

No motion is necessary for this agenda item.



ASSISTANT CHIEF'S REPORT

Emergency/Life Safety Services – Scott Robb

September 2021



Aerial Operator Class

Assistant Chief of Operations Activities for the Month

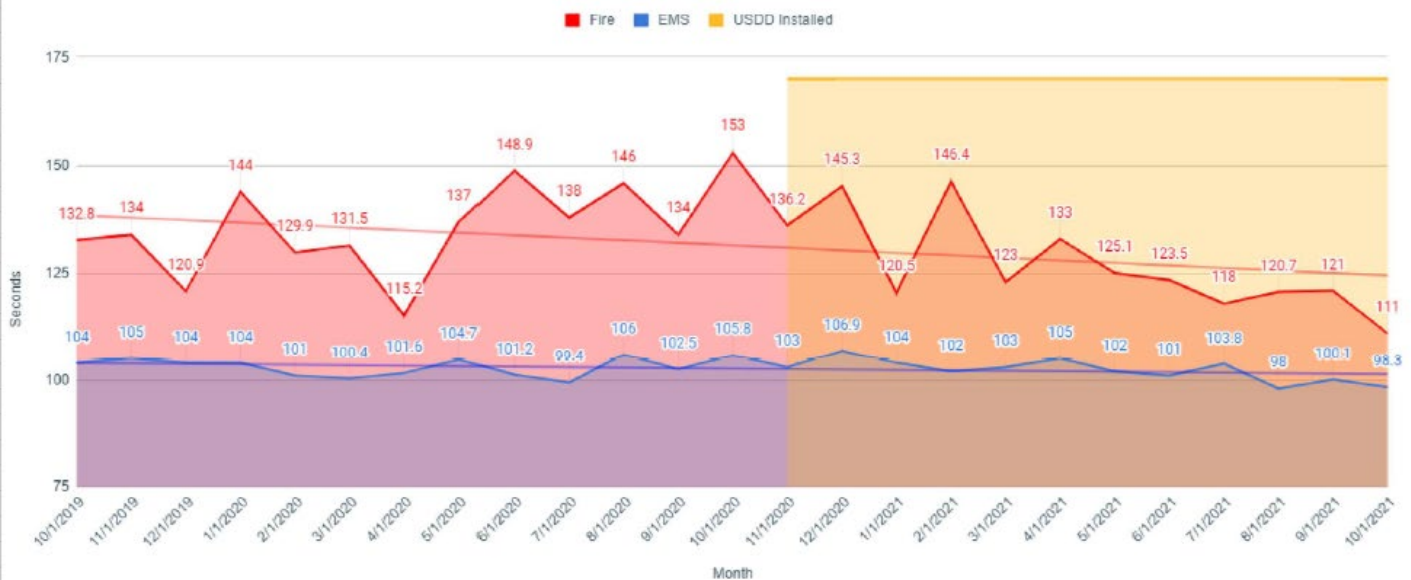
Operations was asked by Board Member Vette to research the effectiveness of our response times since the installation of the USDD alerting systems. Not all of our fire stations had USDD installed at the same time, so we utilized some approximate benchmarks for the data capture. Some facts worthy of note we would like to share are highlighted below.

- Since the completion of USDD installation in all fire stations (November 2020), our average turnout times for Fire responses have decreased by 25 seconds.
- EMS turnout times have decreased by 5 seconds.
- Stability in eliminating the peaks of longer response times has been evident since March of this year.

Overall, USDD has brought more consistency and efficiency in our turnout times as a District. We will continue to monitor the data to identify challenges and opportunities. We appreciate the support of our governing board in upgrading technology and infrastructure within our organization to consistently improve the services of our residents.



GRFD 90th Percentile Turnout times Before and After USDD Install for Fire, EMS



GRFD Turnout Trends ▾

EMS

Community Integrated Healthcare Program

- One patient added in to the program during the month.
- Captain Charnoki has been shadowing Paramedic Jansen on CIHP appointments to gain a full understanding of the program

Covid-19 Response

- Remaining current in regards to safety recommendations and changes from the CDC
- Updated the COVID Notification and Testing Process on GRFD Intranet
- Regular Memo 21-063 "Enhanced COVID Protocols" disseminated to the field

- Cases continue to remain low, EMS responses for COVID like symptoms, but not at an alarming rate
- Patient care providers continue to use appropriate respiratory protection for all patient encounters - Ref. Reg. Memo 21-063 [Enhanced COVID Protocols](#)
- Focus is on building our emergency stock of EMS supplies and PPE in case of supply chain issues

EMS Training

- Finalized GRFD's Quarterly EMS Skills Lab schedule and disseminated to the field – Ref. Reg. Memo 21-078 [Quarterly EMS Skills Lab](#)
- Captain Charnoki started in the EMS Division, he jumped in to assist with portions of the skills labs

Other Items of Interest

- DV Rutherford has attended the following classes: Health and Safety Officer (HSO), Crisis Support Training (CST) and Critical Incident Stress Management (CISM)
- DV Rutherford attended AzAA conference with both Chief Karrer and AC Brandhuber
- Met with the CEO at OVH
- Met with DV Bollinger at NWFD for continued collaboration and to find areas of efficiencies
- Met with Both Dr. Rice and Munn with Banner
- Met with Trina Motto w/ NWH

Monthly EMS Stats

- Busy month in EMS, transport volume remained high when compared to previous months.

Transports+/- From Last Sept. Inter-facility +/- From Last Sept.

MD372	0	0	0	0
MD376	0	-90	0	0
MD379	0	0	0	0
PM370	65	14	1	1
PM371	0	0	0	0
PM372	0	-1	0	0
PM373	77	-2	1	1
PM374	0	0	0	0
PM375	93	27	11	11
PM376	114	107	3	3
PM377	83	-16	3	1
PM379	0	0	0	0
PM380	122	21	1	1

Total Transports for the Month to Date:	554	Total Inter-facilities for the Month to Date: 20
+/- From Last Month:	60	+/- From Last Month 18
Total Responses:	562	
Transport %:	99%	

Training



Aerial Operator Class

Courses/Training

- Aerial Operator class
 - Took place September 13-17, 2021
 - 19 students attended
- Company Readiness Drills (CRD) at Northwest Fire District
 - The topic is Live Fire in the Flashover prop
 - Last crews rotating through the first week of October
- Training sponsored 2 people to attend Firehouse Expo in Columbus, Ohio
- Training is sponsored 11 people to represent GRFD at Arizona State Fire School in September
- SCBA competency course is set up in the vent prop

Promotional Process

- Engineer process
 - Application process closes October 15, 2021

- Written exam will take place on October 27, 2021
- Assessment center is tentatively scheduled the week of November 8, 2021

Miscellaneous

- Setup the drivers course the first weekend of the month
 - Crews can come up the first weekend of each month to do drivers course training
- Ran monthly Office of Inspector General report on all Golder Ranch Fire District employees and volunteers
- Working on the development of quarterly Engineer CE's
- Updating the Engineer, Paramedic, and Fire Captain Task Books

Car Seat Program

- 0 car seat installs were done in the month of September

Health and Safety/Crew Scheduler

Health and Safety

- Assisting the peer support team in various issues
- Annual medical exams for suppression and non-suppression employees
- Mental Health and Wellness training
- Monthly safety committee meeting
- Getting ready to roll out the OneTest
 - OneTest is a blood test that screens for early cancer detection

Wildland

Assignment

- Antelope Fire
 - August 26-September 19, 2021
 - Siskiyou County, California
 - Captain Spanarella
 - 145,632 acres
 - 93% contained
 - Fire started August 1, 2021
- Summit Trail Fire
 - September 6-14, 2021

- Washington
- Captain Waldorf
- 49,554 acres
- 91% contained
- Twenty Fire Mile Fire
 - September 14-23, 2021
 - Washington
 - Captain Waldorf
 - 22,117 acres
 - 62% contained

PCWT Rotation

Type 1- Unavailable	Type 1 Support Tender- Unavailable
Type 3- Unavailable	Type 2 Support Tender- Unavailable
Type 6- Unavailable	

Honor Guard/Pipes and Drums

Expenditures

- Honor Guard
 - 0 expenditures this month: Monthly Total: \$0
- Pipes and Drums
 - 0 expenditures this month: Monthly Total: \$0

Events

- Pipes and Drums- No events in September
- Honor Guard- No events in September

Special Operations

Special Operations

- Several members attended an Ammonia class in Yuma, Arizona
- Participated in a monthly regional drill at the Union Pacific Rail Yard

Community Relations

Meetings, Trainings & Events Attended for the Month

- 9/1- Community Relations Manager (CRM) Braswell delivered items to Chief Karrer to hand out at the Coffee with the Chiefs event at Starbucks
 - Unfortunately, due to illness, CRM Braswell was not able to attend but Chief Karrer reported back that the event was a huge success
- 9/2- CRM Braswell attended an after action review for a multi-agency swift water rescue response
 - The review was led by Captain Jarrold and there was representation from GRFD and NWFD as well as TFD
 - This was a great opportunity for auto aid partners to review a call together and share constructive feedback
- 9/2- CRM Braswell attended a conference call/Zoom meeting with City Communications, NWFD, TFD and representatives from A & E to discuss the possibility of participating in a television program about local 911 calls and first responder actions at those calls
 - It was a productive conversation
 - We are all in favor of participating and supporting this but right now we are in a holding pattern while City Communications reviews the A & E releases
- 9/8- CRM Braswell supported a station tour at Station 380 for a group of Cub Scouts
 - The crew on duty did a great job answering questions and teaching the kids about the fire service
- 9/9- CRM Braswell attended a Christmas Committee planning meeting to discuss this year's holiday celebration
- 9/10- CRM Braswell attended a check presentation from a local Elk's Club
 - They collected money and donated it to Impact of Southern Arizona in GRFD's name and to honor 9/11
- 9/10- CRM Braswell attended a pre-school classroom visit at Mis Manos Pre School
 - The students gave thank you cards to first responders in light of the 9/11 anniversary
- 9/13- CRM Braswell attended a virtual planning meeting over Zoom with OVPD and members of the Amphi School District to discuss the upcoming kick ball game to raise money for Project Graduation
- 9/14- CRM Braswell attended a virtual training hosted by NFPA called Spotlight on Public Education
 - It was a robust training that highlighted various topics pertaining to community risk reduction and public education

- Administrative Assistant Christine Leonard also attended the training and learned a lot
- 9/14- Administrative Assistant Christine Leonard began taking a 5-week class for permit tech training
 - She finds value in the content and hopes to put this new knowledge to use as she supports the Fire and Life Safety Division
 - She continues to be a tremendous asset to our organization
- 9/15- CRM Braswell and Chief Robb hosted Leah Noreng from the Amphi Foundation as a podcast guest
 - Ms. Noreng is the director of the Amphi Foundation and actively works with community partners to provide additional services for all of the students of the school district, specifically those that are underserved
- 9/16- CRM Braswell and Chief Robb hosted Dr. Jed Sadalla from Northwest Medical Center and Oro Valley Hospital as a podcast guest
 - Dr. Sadalla is the medical director for GRFD and a very nice human
- 9/16- CRM Braswell attended a networking lunch with Community Affairs Manager Melissa Egan from NWFD
- 9/17- CRM Braswell attended a meeting with the Community Assistance Program Team, Heathre and Stacy
 - They shared ideas with CRM Braswell regarding a possible senior academy that GRFD is seeking to host in the winter of 2022
- 9/20- CRM Braswell and Chief Robb hosted Ed Sakwa from Emerge Center Against Domestic Violence
 - Ed is the director of that organization and spent some time discussing what his team does as well as some important information about domestic violence prevention
- 9/20- CRM Braswell held a public education planning meeting with Captain Jarrold, Firefighter Mike Selsor and Firefighter Jolyn Jameson in preparation for the upcoming mini muster season
 - Captain Jarrold is no longer in the public educator position so he was passing on information to the rest of the team in order for us to have a seamless transition
- 9/21-9/22 CRM Braswell and Firefighters Jolyn Jameson and Scott Peterson led a public education visit at Legacy Traditional School
 - An in service fire truck and crew stopped over to provide fire truck tours and a safety talk in addition to the in classroom demonstrations that Firefighters Jameson and Peterson were able to provide
 - It was a successful 2-day public education event
- 9/22- CRM Braswell met with Captain Mike Leslie to assist him with preparation for his Battalion Chief test

- Captain Leslie had general questions about communication and presentation tips
- 9/23- CRM Braswell participated in a speaking engagement with the Oro Valley Rotary Club that was held virtually over Zoom
 - The club wanted a general overview of district services and also asked questions about GRFD
- 9/24- CRM Braswell was out of the office
- 9/27- CRM Braswell and Chief Robb hosted Dave Perry from the Oro Valley Chamber as a podcast guest
 - Mr. Perry is the director of the Oro Valley Chamber and was able to provide insight into the local business community
- 9/28- CRM Braswell and Firefighter Jolyn Jameson attended a public education event at Imagine Pre School at Painted Sky Elementary to talk to students about fire safety
 - An in service truck and crew also attended and were able to show the kids the truck
- 9/29- CRM Braswell attended the annual Oro Valley Chamber Board retreat at El Conquistador
 - It was a productive morning and early afternoon session with planning for the next year
- 9/30- CRM Braswell and Chief Robb hosted Kristy Diaz-Trahan from Oro Valley Parks and Recreation as a podcast guest
 - Ms. Diaz-Trahan is the director for Parks and Recreation and was able to share information regarding the programs offered in Oro Valley as well as future events that they are planning
- 9/30- CRM Braswell and Firefighters Jolyn Jameson and Scott Peterson attended a public education event at Innovation Academy
 - An in service truck and crew were also present to provide the truck tour
 - It was a great event and the students were very excited to visit with the firefighters

GRFD in the News and on Social Networking

Below are some of the highlights from September 1, 2021- September 30, 2021 regarding notable media and social media out reach

- On September 9th, we shared a congratulatory message regarding Chief Will Loesche's induction into the Arizona Fire Service Hall of Fame
 - Consequently, Channel 9 reached out to interview Chief Loesche via Zoom and they ran a story about the induction
- On September 10th, we shared a photo of CRM Braswell at a check presentation at Impact of Southern Arizona
 - The significance of the check presentation is that the Catalina Mountain Elks donated \$815.00 to Impact in the name of GRFD to honor 9/11 and first responders
 - This is the second year in a row that the Elks club has made this generous donation

- On September 10th, we shared a 9/11 memorial video through our social media platforms
 - It was very well done and Captain Jarrold was the creative master mind behind the project
- On September 15th, we posted an infographic sharing what to pack in your 72-hour preparedness kit in light of National Preparedness Month
 - KOLD Channel 13 covered this in their morning show broadcasts the following morning
- On September 20th, we posted an infographic sharing slip, trip and fall prevention tips in light of Falls Prevention Week
 - KOLD Channel 13 covered this in their morning show broadcasts the following morning
- On September 29th, we shared the link to our podcast in an effort to more broadly share the content with our fire district residents
 - We have received many positive remarks regarding the Community First podcast series

Golder Ranch Fire District Call Load Breakdown

Golder Ranch Fire District Call Load Breakdown											
September 2021											
CALL TYPE	370	372	373	374	375	376	377	378	379	380	TOTAL
Aircraft											0
Brush / Vegetation											0
Building	1										1
Electrical / Motor											0
Fires - All Other	1		2							1	4
Gas Leak											0
Hazmat											0
Trash / Rubbish										1	1
Unauthorized Burning	1										1
Vehicle	1					1	1			1	4
Total Fire	4	0	2	0	0	1	1	0	0	3	11
Animal Problem											0
Animal Rescue											0
Assist -Other	18	4	68	17	19	21	9	11	8	4	179
Battery Change		5	22	3	4	4		6			44
Bee Swarm			1		1						2
Defective Appliance								1			1
Invalid Assist	4	1	27	3	10	8	5	2	2	3	65
Snake	38	8	41	56	87	56	71	18	62	51	488
Lockout							1				1
Fire Now Out	1										1
Total Service Calls	61	18	159	79	121	89	86	38	72	58	781
Alarms (Fire, Smoke, CO)	2		1	3	7	6	4	4	4	11	42
Cancelled / Negative	4	1	3	1	5	4	7	4	4	8	41
Smoke / Odor Invest.	1					3		1			5
Total Good Intent	7	1	4	4	12	13	11	9	8	19	88
Motor Vehicle Accident	1				2	1	3	1	1	4	13
Rescue-high, trench, water											0
Interfacility Transport	3		2		16	6	5			1	33
All Other EMS Incidents	65	8	119	73	90	74	106	18	117	157	827
Total EMS Type	69	8	121	73	108	81	114	19	118	162	873
TOTAL ALL	141	27	286	156	241	184	212	66	198	242	1753
Percentage of Call Load	8%	2%	16%	9%	14%	10%	12%	4%	11%	14%	100%
Average Calls Per Day	4.70	0.90	9.53	5.20	8.03	6.13	7.07	2.20	6.60	8.07	58.43
Patients Transported					554						
Last 12 Month Call Load					17435						
Last September Call Load					1439						

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 19, 2021

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL THE FOLLOWING POLICIES: 301 – EMERGENCY RESPONSE, 401 – PERMITS, 410 – FIRE WATCH SERVICES, 906 – APPARATUS/VEHICLE BACKING, AND 911 – VEHICLE SEAT BELTS

ITEM #: 8A

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Ready for Fire Board approval, the following new policies have been updated and transitioned to the new Lexipol platform. All prior and existing policies, manuals, orders, and regulations that are in conflict with these policies are revoked, except to the extent that portions of the existing manuals, procedures, orders, and other regulations that have not been included herein shall remain in effect where they do not conflict with the provisions of these policies. The updated policies include: 301 – Emergency Response, 401 – Permits, 410 – Fire Watch Services, 906 – Apparatus/Vehicle Backing, and 911 – Vehicle Seat Belts. If approved, these policies would be effective November 1, 2021.

RECOMMENDED MOTION

Motion to approve the following amended policies: 301 – Emergency Response, 401 – Permits, 410 – Fire Watch Services, 906 – Apparatus/Vehicle Backing, and 911 – Vehicle Seat Belts

Emergency Response

301.1 PURPOSE AND SCOPE

State

The purpose of this policy is to ensure a safe and appropriate response to emergencies while maintaining the safety of district members and the public by requiring operators of district vehicles to conform to applicable Arizona laws and regulations during an emergency response (ARS § 28-624).

301.1.1 DEFINITIONS

State

MODIFIED

Definitions related to this policy include:

Emergency lighting equipment - A minimum of one red, or red and blue, light on the front of the vehicle visible under normal conditions 500 feet from the vehicle (ARS § 28-624).

Emergency response - Any call for service or assistance involving fire, explosion or violent rupture; human rescue; human entrapment; illness or injury; hazardous materials release or threat of contamination; flooding; threatened or actual acts of violence; any explosive, bomb or threatened bombing; any act of terrorism; any natural disaster; or any other circumstance that presents a threat to life-safety or to property.

301.2 POLICY

Best Practice

It is the policy of the Golder Ranch Fire District to appropriately respond to an emergency call.

301.3 EMERGENCY CALLS

State

MODIFIED

Personnel dispatched to an emergency shall proceed immediately, shall continuously operate emergency lighting equipment, and shall sound the siren as reasonably necessary (ARS § 28-624).

Responding with emergency lights and sirens does not relieve personnel of the duty to continue to drive with due regard for the safety of all persons. The use of any other warning equipment without emergency lighting equipment and siren does not provide any exemption from the Arizona traffic laws (ARS § 28-624).

Personnel should only respond with emergency lights and sirens when dispatched to an emergency or when circumstances reasonably indicate an emergency response is required.

Personnel not authorized to respond with emergency lights and sirens shall observe all traffic laws and proceed without the use of emergency lights and sirens.

301.4 MULTIPLE EMERGENCY VEHICLE RESPONSES

Best Practice

MODIFIED

Emergency Response

When more than one apparatus responds to an emergency, emergency vehicle operators should remain alert to the presence of other emergency vehicles and exercise due caution. Personnel must further exercise due caution in recognizing that traffic yielding to one emergency vehicle may not expect other emergency vehicles to follow.

301.5 INITIATING AN EMERGENCY RESPONSE

Best Practice **MODIFIED**

If a responding officer believes an emergency response to any call is appropriate, the responding officer shall ensure the Dispatch Center is immediately notified.

301.6 RESPONSIBILITIES OF RESPONDING PERSONNEL

Best Practice **MODIFIED**

Emergency response vehicle operators shall exercise sound judgment and care, with due regard for life and property, while operating a vehicle en route to an emergency. Emergency vehicle operators shall reduce their speed at all street intersections to the extent that the vehicle operator feels is necessary to ensure complete control of the vehicle. Emergency vehicle operators shall come to a complete stop at all red lights and stop signs, to ensure other vehicles have the ability to yield.

The decision to continue an emergency response is at the discretion of the emergency vehicle operator or responding officer. If, in the judgment of either individual, the roadway conditions or traffic congestion do not permit such a response without unreasonable risk, the response may be continued without the use of emergency lighting equipment and a siren at the legal speed limit. In such an event, the responding officer should ensure the Dispatch Center is promptly notified. Personnel shall also discontinue the emergency response when directed by any supervisor.

301.7 FAILURE OF EMERGENCY EQUIPMENT

Best Practice **MODIFIED**

If the emergency equipment on the vehicle should fail to operate, the vehicle operator must terminate the emergency response and respond accordingly. In all cases, the responding officer shall notify the Dispatch Center of the equipment failure so that another apparatus may be assigned to the emergency response.

Permits

401.1 PURPOSE AND SCOPE

State MODIFIED

The purpose of this policy is to provide guidance for issuing permits that are required by the adopted Fire Code and local amendments.

401.2 POLICY

State MODIFIED

In order to provide for the safety of the community, it is the policy of the Golder Ranch Fire District that permit requirements are appropriately observed and enforced.

401.3 PERMIT PROCESS

State MODIFIED

A list of permits, requiring approval, shall be available to the public upon request. The District shall provide adequate guidance to assist the public in obtaining approval for a particular permit.

Inspections shall be conducted throughout the permit process.

A permit does not constitute authority to violate, cancel, or set aside, any of the provisions of the adopted Fire Code and local amendments.

401.3.1 PERMIT APPLICATIONS

Best Practice MODIFIED

Applications for permits shall be electronically submitted to the Fire Marshal, or designee. Submittals shall include adequate documentation, by qualified professionals or Arizona registrants, demonstrating the intent to comply, including, but not limited to:

- Construction documents shall be drawn to scale.
- Construction documents shall be of sufficient clarity to indicate the location, nature, extent of the work proposed, and show in detail that it will conform to the provisions of the adopted Fire Code, local amendments, relevant laws, ordinances, rules, and regulations, as determined by the fire code official.

Permits are classified as either operational or construction, and are issued under the requirements set forth in the adopted fire code and amendments.

401.3.2 PERMIT FEES

Best Practice MODIFIED

Permit fees shall be collected prior to receiving an approved set of plans. The fee schedule is established by the District governing body, and is applicable to each permit application.

401.3.3 PERMIT ISSUANCE

State MODIFIED

Permits

A permit may be issued for a specific or an indefinite period of time, depending on the circumstances. A permit may be extended upon showing good cause, if the permittee applies for an extension in writing before the permit's expiration. A permit is not transferable. Any change in ownership, operation, occupancy, or use shall require a new permit.

Construction permits shall automatically become invalid, unless the work authorized by such permit is commenced within 180 days after its issuance. If the work is suspended, or abandoned for a period of 180 days after the time the work is commenced, the permit shall become invalid (AAC § R4-36-303).

401.4 SITE REQUIREMENTS

State **MODIFIED**

Operational permits shall be posted in a visible location at the permitted premises, or in a location approved by the Fire Marshal, or the authorized designee. Permits are subject to inspection at any time by any employee of Golder Ranch Fire District acting in an official capacity (AAC § R4-36-201).

An approved set of plans shall be available on-site for construction permits.

401.5 SUSPENDED OR REVOKED PERMITS

Agency Content

Permits may be suspended or revoked any time it is determined that:

- The permit is being used by someone other than the person who was issued the permit.
- The permit is being used at a location other than the permitted location.
- Any condition of the permit has been violated.
- The work being performed is out of compliance with applicable code requirements.
- The permit was obtained by the use of false statements on the application.
- The issuance of the permit was an error, or in violation of a regulation, code, or law.

401.6 REQUIRED ADDITIONAL PERMITS

Agency Content

Permits are generally required for all items, locations, and activities described in the adopted Fire Code and local amendments.

Apparatus/Vehicle Backing

906.1 PURPOSE AND SCOPE

Best Practice MODIFIED

The purpose of this policy is to help members avoid the dangers inherent to vehicle backing operations, and reduce the high incidence of member injuries and fatalities.

906.1.1 DEFINITIONS

Best Practice MODIFIED

Definitions related to this policy include:

Apparatus - Any district vehicle that is designed and equipped to support firefighting and rescue operations, including those equipped with an aerial ladder, elevating platform, or water tower that may position members, handle materials, provide continuous egress, or discharge water at positions elevated from the ground.

Driver - The member charged with driving the vehicle or apparatus. This member is in control of the vehicle or apparatus and therefore is responsible for its movement.

Officer - The member responsible for directing the operation of the vehicle or apparatus and its personnel.

Spotter - A member designated to direct the driver while backing the vehicle or apparatus.

Vehicle - Any automobile, emergency vehicle, staff vehicle, or light utility vehicle owned or leased by the Golder Ranch Fire District and used for district business.

906.2 POLICY

Best Practice MODIFIED

To promote member safety, it is the policy of the Golder Ranch Fire District that drivers, when feasible, will drive around the block rather than backing an apparatus or vehicle. If backing the apparatus or vehicle is necessary, the driver shall utilize spotters to avoid any potential danger. Backing the apparatus or vehicle without the aid of a spotter should only take place in unique circumstances.

906.3 OFFICER AND DRIVER RESPONSIBILITIES

Best Practice MODIFIED

Member safety is extremely important. Backing operations are the most common cause of fire service vehicle collisions. Training and awareness of the potential dangers of such operations should reduce the incidence of members' injuries and fatalities.

Before backing an apparatus or vehicle, all potential impediments should be evaluated to ensure that the area is clear of obstructions.

The officer, or the driver if there is no officer present, shall deploy spotters when backing up or as necessary to allow the safe movement of an apparatus or vehicle.

Apparatus/Vehicle Backing

The driver shall not move the vehicle or apparatus until the spotters are in place.

If the driver loses sight of the spotter, the driver shall stop the apparatus or vehicle until the spotter is back in sight.

If more than one spotter is being used, the driver will need to maintain contact with both spotters. This means shifting attention from one spotter to another frequently so as to safely move the apparatus or vehicle, while maintaining the safety of the spotters. This will require the apparatus to be moving at a slower than normal rate.

In unique circumstances where a spotter is not available and the apparatus or vehicle must be moved, the driver shall perform a complete walk-around of the vehicle or apparatus to identify any potential hazards. The driver shall back the apparatus or vehicle, attempting to use minimal reverse motion prior to being able to proceed forward. In the event that the apparatus or vehicle must be backed repeatedly, or for more than a short distance, the driver shall repeat the walk-around as many times as necessary.

If at any time the driver feels that the situation is not safe, they shall stop the vehicle or apparatus until the situation is corrected. This may mean getting out and physically walking around the apparatus or vehicle or in the direction the apparatus or vehicle is headed.

906.4 SPOTTER RESPONSIBILITIES

Best Practice **MODIFIED**

Voice communication between the spotter and driver is good, but the driver may not hear the spotter over the noise of the vehicle or apparatus and other background noise. The use of portable radios to communicate between the spotter and driver may prove beneficial in certain circumstances. The spotters, the driver, and the officer shall maintain radio contact as well as eye contact. Universal hand signals may also be used to communicate between the driver and the spotter. Hand signals shall be understood by all members to avoid confusion and to facilitate the process.

In congested or tight areas, one spotter may be needed at the rear and one at the front of the vehicle being moved either forward or backward. Spotters shall also be used when going forward in tight areas.

Spotter responsibilities include, but are not limited to:

- (a) Be constantly aware of the surroundings while performing this function.
- (b) Look and listen for other vehicles and people that may enter the path of the vehicle or apparatus that is backing up.
- (c) Stop any oncoming hazard, or stop the vehicle or apparatus being backed up.
- (d) Be aware of objects in the path of the vehicle or apparatus, and direct the driver safely around them.
- (e) Be attentive to ground-level obstructions as well as overhead hazards (e.g., tree branches, wires, signs, canopies, ladders).

Golder Ranch Fire District

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Apparatus/Vehicle Backing

- (f) Maintain visual contact with the driver at all times.
- (g) Be in the line-of-sight of the mirrors of the vehicle or apparatus at all times.
- (h) Illuminate themselves at night with a rear spotlight or flashlight, to remain visible to the driver.
- (i) Use hand signals to direct the driver. Hand signals shall be somewhat exaggerated for clear understanding by the driver.
- (j) Stand on the ground, never on the apparatus or vehicle.
- (k) Practice skills as time permits.

Fire Watch Services

410.1 PURPOSE AND SCOPE

Best Practice MODIFIED

The purpose of this policy is to establish guidelines for the District regarding incidents or situations that may require a fire watch in buildings under the jurisdiction of Golder Ranch Fire District due to required automatic fire protection or detection services that are inoperable, construction/demolition activities, hot work, other high-risk activities, or events which may have an adverse impact on public safety.

Any fire watch, in lieu of an operational fire protection system, in the Golder Ranch Fire District boundaries, shall be approved by the Golder Ranch Fire District Fire & Life Safety Division.

410.1.1 DEFINITIONS

Discretionary MODIFIED

Definitions related to this policy include:

Fire guard - A properly trained person whose sole duty is to patrol the premises and watch for fire. This person shall be equipped with an approved means of contacting the District in the event of a fire. Several fire guards might comprise a single fire watch.

Fire watch - A temporary measure intended to ensure continuous and systematic surveillance of a building, or portion thereof, by one or more qualified individuals for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire, and notifying Golder Ranch Fire District. Fire watch may be conducted by district personnel.

High life-risk occupancy - Hospitals, care facilities, schools, high-rise buildings, and certain assembly occupancies.

Hot work - Operations including cutting, welding, thermite welding, brazing, soldering, grinding, thermal spraying, thawing pipe, installation of torch-applied roof systems, or any other similar activity.

410.2 POLICY

Discretionary MODIFIED

The Golder Ranch Fire District policy is that the District shall, where required, ensure appropriate measures are taken to protect building occupants, spectators, or other attendees of certain events, in accordance with the adopted Fire Code and amendments.

410.3 RESPONSIBILITIES

Discretionary MODIFIED

Upon notification that hot work activities are being performed, or required automatic fire protection or detection systems are inoperable, and the building or occupancy has not been evacuated, the Fire Marshal, or the authorized designee, shall ensure that a fire watch is implemented.

Golder Ranch Fire District

Policy Manual

Fire Watch Services

During special events or other activities, the Fire Marshal, or the authorized designee, shall make a determination whether the location, premises, building, or event has a high life-risk occupancy and if so, require or implement a fire watch. If the location does not have a high life-risk occupancy, the Fire Marshal, or the authorized designee, shall evaluate each set of unique circumstances and make a determination whether the property owner, or event manager, shall implement a fire watch.

The following responsibilities apply for a fire watch:

- (a) The owner, or the authorized designee, shall immediately notify Golder Ranch Fire District any time an automatic fire protection or detection system is not in operation.
- (b) Any repair, or corrective action, shall be immediately initiated by the owner, or the authorized designee. After repair or corrective action is completed and the system is back in service, the Golder Ranch Fire District, and occupants, shall again be notified by the owner, or the authorized designee.
- (c) A fire watch shall be provided when the system cannot be repaired in a timely manner (more than 24 hours), or the lack of protection creates a building or safety hazard, as determined by the Fire Marshal, or the authorized designee. A fire watch shall be established immediately when required fire protection, detection, and alarm systems are not in operation in high life-risk occupancies, such as hospitals, care facilities, schools, high-rise buildings, and certain assembly occupancies.
- (d) Personnel used to conduct the fire watch are subject to the approval of the Golder Ranch Fire District. The person performing fire watch duties shall have at least one means of direct communication with Golder Ranch Fire District, and their sole duty shall be to perform constant patrols and watch for the occurrence of fire. The combination of fire watch duties and site security duties is acceptable.
- (e) Building occupants shall be notified within 24 hours of a fire watch being established.
- (f) The minimum level of fire watch service shall be one fire guard per floor in multistory buildings and one fire guard for each fire protection system zone in a single-story building. Additional fire guards may be needed, depending on the hazard and building design. The fire watch service will continue until the automatic fire protection, or detection system is placed back in service.
- (g) During the fire watch patrols, the fire guards shall make a thorough inspection of all buildings or spaces, including concealed areas, such as attics, unoccupied storage areas, etc.
- (h) See the Golder Ranch Fire District Fire Watch Guidelines for fire watch items to be included in the fire watch plan worksheet.

Vehicle Seat Belts

911.1 PURPOSE AND SCOPE

State

The purpose of this policy is to ensure that all members of the District wear seat belts while operating or riding in district vehicles or privately owned vehicles while conducting district business. The use of seat belts and other safety restraints significantly reduces the chance of death or injury in case of a traffic collision (ARS § 28-909).

911.2 POLICY

Best Practice MODIFIED

The policy of the Golder Ranch Fire District is that all members shall wear properly adjusted safety restraints when operating, or positioned in any vehicle or apparatus, that is owned, leased, or rented by this district, or in any privately owned vehicle while on duty. The member driving such a vehicle shall ensure that all occupants, including non-members, are properly restrained before moving the vehicle or apparatus.

Seat belts shall not be released or loosened for any purpose while the vehicle is in motion, including the donning of respiratory protection equipment or protective clothing.

Members actively performing necessary emergency medical care, while the vehicle is in motion, shall be secured to the vehicle by a seat belt or by a vehicle safety harness designed for occupant restraint, to the extent consistent with the effective provision of such emergency medical care (NFPA 1500 Standard on Fire Department Occupational Safety, Health, and Wellness Program [2021 edition]).

911.3 INOPERABLE SEAT BELTS

Best Practice MODIFIED

No person shall operate or be transported in district vehicles or apparatus where the seat belt is inoperable.

No person shall modify, remove, deactivate, or otherwise tamper with the vehicle seat belts, except vehicle maintenance and repair staff.

Members who discover an inoperable restraint system shall report the defect to the appropriate supervisor. Prompt action will be taken to replace or repair the system.

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Dave Christian, Finance Manager

DATE: October 19, 2021

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

ITEM #: 8B

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 9/1/2021 Through 9/30/2021

Account Code	Account Title	Current Period Budget	Current Period Actual	YTD Budget	YTD Actual
5000	Labor/Benefits/Employee Development	2,133,364.06	2,054,380.18	35,831,160.75	32,423,584.68
6000	Supplies/Consumables	110,440.86	86,903.63	341,322.58	284,150.64
6500	Vehicle / Equipment Expense	71,764.67	73,899.77	215,294.01	185,003.24
6750	Utilities / Communications	39,163.04	37,852.41	116,589.27	118,566.70
7000	Professional Services	84,572.17	58,014.35	760,296.51	680,347.58
7500	Dues/Subscriptions/Maint. Fees	46,248.59	64,040.46	100,995.77	121,496.44
7750	Insurance	29,898.00	36,107.00	66,796.00	72,119.50
8000	Repairs / Maintenance	42,772.82	40,588.26	131,091.96	118,178.64
9000	Debt Service	1,460.46	0.00	69,381.38	67,774.66
9500	Capital Outlay	484,499.58	106,818.07	1,453,498.74	281,794.19
9900	Interest Expense	0.00	0.00	21,780.00	20,693.74
Report Difference		(3,044,184.25)	(2,558,604.13)	(39,108,206.97)	(34,373,710.01)

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: October 19, 2021

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 CONSULTATION OR LEGAL ADVICE REGARDING AN UPDATE ON EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) COMPLAINTS RECEIVED, NOTICE OF CLAIM RECEIVED, AND POSSIBLE PENDING LITIGATION

ITEM #: 8C

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

This item allows the Golder Ranch Fire District Governing board to obtain legal advice regarding an EEOC complaints received, a notice of claim that was received, and possible pending litigation.

RECOMMENDED MOTION

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03.A(3) for the purpose of legal advice with the attorney.

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Brooke Painter, Board Services Manager

DATE: October 19, 2021

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: Randy Karrer, Fire Chief

DATE: October 19, 2021

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. ** Please see revised instructions to speakers at the bottom of the agenda.

RECOMMENDED MOTION

No motion is necessary for this agenda item.