

GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING PUBLIC NOTICE AND AGENDA

**Tuesday, March 21, 2023 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, March 21, 2023. 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. ARIZONA FIRE CHIEF'S EXECUTIVE BOARD LIFETIME ACHIEVEMENT PRESENTATION
TO CHIEF KARRER**

B. PRESENTATION OF PERSONNEL

- RETIREMENT
 - Lead Fleet Technician Lee Barbeau
- PROMOTIONS
 - Captain Jacob Kassulke
 - Captain Eric Melen
 - Deputy Chief of Essential Services Eric Perry
- YEARS OF SERVICE RECOGNITION
 - Engineer Bryan Scafede 15 years
 - Firefighter Anthony Rios 5 years
 - Paramedic Tyler Drury 5 years



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- FEBRUARY 14, 2023 SPECIAL SESSION
- B. APPROVE MINUTES- FEBRUARY 14, 2023 EXECUTIVE SESSION
- C. APPROVE MINUTES – FEBRUARY 21, 2023 REGULAR SESSION
- D. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICY- 402 FIRE INVESTIGATIONS

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
 - PLANNING
 - LOGISTICS
 - FACILITIES MAINTENANCE
 - FLEET
 - SUPPLY
 - FIRE AND LIFE SAFETY
- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – CHIEF BRANDHUBER
 - UPDATES ON THE FOLLOWING AREAS
 - ASSISTANT CHIEF'S ACTIVITIES
 - ESSENTIAL SERVICES
 - BOARD SERVICES
 - FINANCE
 - HUMAN RESOURCES
 - INFORMATION TECHNOLOGY
- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT – CHIEF ROBB
 - UPDATES ON THE FOLLOWING AREAS:



- EMERGENCY RESPONSE
- PROFESSIONAL DEVELOPMENT
- HEALTH AND SAFETY
- WILDLAND
- HONOR GUARD/PIPES AND DRUMS
- SPECIAL OPERATIONS
- COMMUNITY SERVICES AND PUBLIC RELATIONS

8. REGULAR BUSINESS

- A. AUTHORIZATION OF THE GRFD GOVERNING BOARD TO ADVERTISE FOR THE VACANT GRFD GOVERNING BOARD POSITION
- B. APPOINTMENT OF HUMAN RESOURCES DIRECTOR ALLISON DELONG TO GRFD PSPRS LOCAL PENSION BOARD
- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0003 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT
- D. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

9. FUTURE AGENDA ITEMS

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

- Regularly scheduled meeting – April 18, 2023

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 <https://grfdaz.gov/grfd-agenda>, there is an agenda posted, with background information linked to each agenda item, as well as a link to the live Zoom meeting.

If any disabled person needs any type of accommodation, please notify the Golder Ranch Fire District 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: Shannon Ortiz 3/16/2023 at 10:00 a.m.



**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

DATE: March 21, 2023

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: March 21, 2023

SUBJECT: Call to the Public

ITEM #: 4

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

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

RECOMMENDED MOTION

No motion is necessary for this agenda item.

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Tom Brandhuber, Appointed Fire Chief

DATE: March 21, 2023

SUBJECT: ARIZONA FIRE CHIEF'S EXECUTIVE BOARD LIFETIME ACHIEVEMENT PRESENTATION
TO CHIEF KARRER

ITEM #: 5A

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Fire Chief Karrer will be recognized by the Arizona Fire Chief's Executive Board for Lifetime Achievement. This award recognizes those fire service professionals who have dedicated their life's work to the Arizona fire service.

RECOMMENDED MOTION

No motion required for this agenda item.

GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Randy, Fire Chief

DATE: March 21, 2023

SUBJECT: PRESENTATION OF PERSONNEL

ITEM #: 5B

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.

- RETIREMENT
 - Lead Fleet Technician Lee Barbeau
- PROMOTIONS
 - Captain Jacob Kassulke
 - Captain Eric Melen
 - Deputy Chief of Essential Services Eric Perry
- YEARS OF SERVICE RECOGNITION
 - Engineer Bryan Scafede 15 years
 - Firefighter Anthony Rios 5 years
 - Paramedic Tyler Drury 5 years

No motion required for this agenda item.

- GRFD CAREER HISTORY:
- PROFESSIONAL ACCOMPLISHMENTS/ACHIEVEMENTS:
- PERSONAL OR SPECIAL NOTES OF INTEREST:

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Records Specialist

DATE: March 21, 2023

SUBJECT: APPROVE MINUTES –FEBRUARY 14, 2023 SPECIAL SESSION
FEBRUARY 14, EXECUTIVE SESSION
FEBRUARY 21, 2023 REGULAR SESSION

ITEM #: 6A-6C

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 –FEBRUARY 14, 2023 SPECIAL SESSION
- B. FEBRUARY 14, EXECUTIVE SESSION
- C. FEBRUARY 21, 2023 REGULAR SESSION

RECOMMENDED MOTION

Motion to approve the March 21, 2023 Consent Agenda.

GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING SPECIAL SESSION MINUTES

**Tuesday, February 14, 2023 3:00 p.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Vice Chairperson Hudgins called the meeting to order on February 14, 2023 at 3:00 p.m.

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

Staff Present: Fire Chief Karrer, Attorney Aversa, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance

3. REGULAR BUSINESS

A. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(3) FOR DISCUSSION AND/OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING OPEN MEETING LAWS

NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO §38-431.03(C)

B. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(3) FOR DISCUSSION AND/OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE BOARD'S BY-LAWS

NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO §38-431.03(C)

C. EXECUTIVE SESSION: THE BOARD MAY VOTE TO GO INTO EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A)(3) FOR DISCUSSION AND/OR CONSULTATION FOR LEGAL ADVICE WITH THE ATTORNEY FOR THE DISTRICT REGARDING THE DISTRICT'S POLICIES ADDRESSING CODE OF CONDUCT/BEHAVIOR

NOTE: EXECUTIVE SESSIONS ARE CONFIDENTIAL PURSUANT TO §38-431.03(C)

MOTION by Board Clerk Vette to enter into the three executive sessions listed on the agenda pursuant to A.R.S. §38-431.03(A)(3) for the purpose of discussion and consultation with the attorney at 3:03 p.m.

MOTION SECONDED by Vice-Chair Hudgins

MOTION CARRIED 5/0



Those present in the executive session were the Board Members, Chief Karrer, Attorney Aversa, and Board Services Supervisor Ortiz.

The Board reconvened into regular session at 4:15 p.m.

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

4. FUTURE AGENDA ITEMS

- Regularly scheduled meeting – February 21, 2023

5. ADJOURNMENT

MOTION by Vice-Chair Hudgins to adjourn at 4:15 p.m.

MOTION SECONDED by Board Clerk Vette

MOTION CARRIED 5/0

Wally Vette, Clerk of the Board
Golder Ranch Fire District



**GOLDER RANCH FIRE DISTRICT
GOVERNING BOARD MEETING
PUBLIC NOTICE AND AGENDA
REGULAR SESSION MINUTES
Tuesday, February 21, 2023 9:00 a.m.
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Chairperson Vicki Cox-Golder called the meeting to order on January 17, 2023 at 9:00 a.m.

Members Present: Chairperson Vicki Cox-Golder, Board Clerk Vette, Board Member Steve Brady, and Board Member Sandi Outlaw

Staff Present: Fire Chief Karrer, Assistant Chief Abel, Assistant Chief Brandhuber, Assistant Chief Robb, Deputy Chief Cesarek, Deputy Chief Pearce, Division Chief Perry (via Zoom), Director Christian, Director Rascon, Attorney Aversa, Local 3832 President Jones, and Board Services Supervisor Ortiz

2. SALUTE AND PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

3. FIRE BOARD REPORTS

MOMENT OF SILENCE FOR GRFD GOVERNING BOARD MEMBER VICE-CHAIRMAN
RICHARD HUDGINS

Chief Karrer recognized recently passed Vice Chairman Richard Hudgins. Mr. Hudgins was a Board Member for Golder Ranch Fire District for ten years, he was an advocate of the employees and supporter of the District. He served in the military, including time in the Pentagon. He spent much of his career in business and was a successful businessman. He did a lot for the organization and a lot for the community. There has been an overwhelming outreach from the community and he will be missed immensely.

A moment of silence was taken for GRFD Governing Board Member Vice-Chairman Richard Hudgins.

4. CALL TO THE PUBLIC

There were no public issues presented at this time.

5. PRESENTATIONS



A. PRESENTATION OF PERSONNEL

- RETIREMENTS

PARAMEDIC SHERI WENZEL

DEPUTY FIRE MARSHAL STEVE HORBARENKO

Sheri Wenzel was presented a plaque, Chief's challenge coin, and flags that had been flown in her honor to recognize her five years of service with GRFD and congratulate her on her retirement.

Steve Horbarenko, Deputy Fire Marshal, was unable to attend the meeting. The Planning Division will make arrangements to present him with his plaque and flags.

6. CONSENT AGENDA

- A. APPROVE MINUTES – JANUARY 17, 2023 REGULAR SESSION
- B. APPROVE MINUTES – JANUARY 17, 2023 EXECUTIVE SESSION
- C. APPROVE MINUTES- JANUARY 19, 2023 SPECIAL SESSION
- D. APPROVE MINUTES- JANUARY 19, 2023 EXECUTIVE SESSION
- E. APPROVE MINUTES- JANUARY 25, 2023 SPECIAL SESSION
- F. APPROVE MINUTES- JANUARY 25, 2023 EXECUTIVE SESSION
- G. APPROVE MINUTES – FEBRUARY 2, 2023 SPECIAL SESSION
- H. APPROVE MINUTES- FEBRUARY 2, 2023 EXECUTIVE SESSION
- I. APPROVE AND ADOPT THE FOLLOWING UPDATED POLICIES: 100 FIRE SERVICE AUTHORITY, 205 ELECTRONIC MAIL, 300 INCIDENT MANAGEMENT, 306 STANDARDS OF COVER AND RESPONSE TIME STANDARD ANALYSIS, 709 PHOTOGRAPHY AND ELECTRONIC IMAGING, 800 RECORDS MANAGEMENT, 801 RELEASE OF RECORDS, 910 HEALTH AND SAFETY OFFICER, 1016 ON-DUTY VOTING IN STATEWIDE ELECTIONS, 1034 RETURN TO WORK

MOTION by Board Member Brady to approve the February 21, 2023 Consent Agenda
MOTION SECONDED by Board Clerk Vette
MOTION CARRIED 4/0

7. REPORTS AND CORRESPONDENCE



- A. FIRE CHIEF'S REPORT – Chief Karrer presented the Fire Chief's report to the Governing Board. He added that he is instructing a class at the Chief Executive Officer Program (CEOP) in Phoenix.

Chairperson Cox Golder asked Chief how many people were hired in the lateral recruitment.

Chief Karrer replied there were 22 hired and the class is down to 21. He said the lateral process was a topic of conversation at the CEOP class. GRFD is the first in southern Arizona to do this. It is an interesting time because recruitment and retention are difficult. Everyone is experiencing this same issue and do not know why.

Board Member Brady commented that he was proud of the staff because almost half of the lateral recruitment class are paramedics. It saves an expense to the community.

Chairperson Cox Golder congratulated Board Services Supervisor Ortiz on her recent promotion.

- LEADERSHIP TEAM REPORT – President Jones reported that the Union recently sent employees to IAFF Affiliate Leadership Training (ALTS) training in Las Vegas. The training included health and safety, best practices and retirement planning that the attendees will share with others. He reminded the Board of the annual archery fundraiser on March 4th. He invited everyone to attend the event where there will be food and live music.

- B. PLANNING ASSISTANT CHIEF'S REPORT – Chief Abel presented the Planning Assistant Chief's report to the Governing Board. He added that Fire Marshal Akins is attending the Chief Executive Officer Program. Chief Abel asked DC Cesarek to give an update on the Hanley building. Chief Cesarek reported that his division is waiting for approvals from the Town of Oro Valley. He is happy to walk anyone through the site. He announced that Lead Fleet Maintenance Technician Lee Barbeau recently retired. He will be recognized at the next board meeting. Charley Raney was recently promoted to the Lead Fleet Maintenance Technician.

Board Clerk Vette noticed a decrease in code compliance inspections. He asked why that was.

DC Cesarek said there are two new apprentices. They are paired with senior inspectors to learn the job. This causes a decrease in inspections. In addition, FLS changed the way inspections are counted to help with reporting in the future.

- C. ESSENTIAL SERVICES ASSISTANT CHIEF'S REPORT – Chief Brandhuber presented the Essential Services Assistant Chief's report to the Governing Board. He thanked everyone who is helping with the accreditation.



- D. EMERGENCY RESPONSE/PROFESSIONAL DEVELOPMENT ASSISTANT CHIEF'S REPORT- Chief Robb presented the Emergency Response/Professional Development report to the Governing Board. He recognized the Professional Development division for their work with the lateral recruits.

8. REGULAR BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2023 ANNUAL ADJUSTMENT TO THE 2021-2024 STRATEGIC PLAN

DV Chief Perry explained that part of accreditation is reviewing organizational documents and making sure they are moving the organization forward consistently. One of the documents that was reviewed was the district strategic plan, to ensure it addressed the current strategic issues faced in the District. Many of the goals were met in the previous plan, so, additional goals and priorities were added to move the District forward. What is presented to the Board are the additional goals that springboard from the previous strategic plan and move the District forward for at least another year to two years.

Chief Karrer commented that DV Chief Perry did an exceptional job along with all the managers, directors and team players that contributed to the document. He thought it was very well done.

MOTION by Board Clerk Vette to adopt and replace the goals and objectives of the 2021-2024 Strategic Plan with those of the 2023 Strategic Plan Adjustment.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

- B. REVIEW, DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE AUTHORIZATION OF STAFF TO PROCEED WITH THE CONSTRUCTION OF FIRE STATION 378 IN THE SADDLEBROOKE RANCH COMMUNITY AND SET AN AMOUNT NOT TO EXCEED

DC Cesarek working with WSM Architects and Lloyd Construction to move forward with the construction of Station 378. The plans are almost complete. He has been working with the construction company to get an estimate for the construction cost of the station. They estimate the cost of construction to be approximately \$6.5 million which is about \$540/sq. ft. DC Cesarek is anticipating \$640,000.00 in pre-construction services. The total is near \$7.185 with an additional \$118,000 in contingency funds and 5% design fees. The next steps would be to work with the contractors. He is anticipating it will be a twelve-month build time. Upon the Board's approval, he will begin purchasing items that have a long lead time, work on the plans and begin the three bid system.



Board Member Brady expressed that he was uncomfortable with the figures. He believed the Board approved \$5 million originally for the station.

DC Cesarek replied that Board Member Brady's comment was a valued statement. They will work diligently to stay within the budget of the \$6.7 current bond funding and find savings where they can.

Board Member Brady stated the District has an obligation to the taxpayers.

Chairperson Cox Golder asked where the additional funds will come from.

DC Cesarek answered the additional costs will come from other areas in the bond allocated to the station.

Board Clerk Vette asked Director Christian if he was good with this.

Director Christian responded he has worked closely with Chief Abel on this. They have had to come to terms with the cost estimates that were budgeted initially and reconciling it with what the vendors are charging now. Everything they are doing today is a matter of reality today as opposed to the reality of three years ago with the bond initiative.

Chief Karrer added that they are saving money by using the plans of an existing District station.

Chief Abel commented that this is a beautiful station and unfortunately, the costs are where they are at. He has spoken to other Chiefs across the state and unfortunately, this is the cost of a new station and actually this is a bargain if it can be called that. He has worked with Chief Cesarek on the figures, he is comfortable with the amount and believe this is a conservative number. This is a turn-key cost. There are a couple of other potential revenue sources, which could help reduce the cost. He will still work hard to bring the number down. His goal is not to spend the full amount but to bring it down as much as he can.

MOTION by Board Clerk Vette to authorize staff to proceed with the value engineering and construction process of Fire Station 378 in the SaddleBrooke Ranch Community for a cost not to exceed \$7,300,000.00.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

- C. DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0002 TO DECLARE DISTRICT ITEMS AS SURPLUS AND DIRECTION TO STAFF TO ADD DECLARED SURPLUS ITEMS TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT/DEPARTMENT



DC Cesarek said he is seeking approval to declare two vehicles as surplus: One is a 1998 Pearce Engine that has 187,000 miles, which is outside of the District's 15 year 150,000 mile mark for the vehicle replacement process. Three Points Fire District (TPFD) has submitted a letter showing interest to purchase the engine. The second is 2010 ambulance with 160,000 miles on it. The ambulance would go to surplus, there is currently no interested buyer.

Board Member Brady asked if \$1,000.00 more could be requested for the engine.

Chief Abel responded that the number TPFD submitted the highest figure they could afford. If the engine was placed on the market, he did not believe the District could obtain more for it. It is a twenty-five year old engine, that has met and about to exceed the NFPA (National Fire Protection Agency) standards. Which is why the District is selling it. When the District declares items as surplus, leadership's goal is to assist the smaller districts. Chief Abel thinks it is a full and reasonable price.

Board Member Brady agreed that the District should help the smaller districts. He clarified that he wanted to ask the question.

MOTION by Board Clerk Vette to approve Resolution 2023-0002 declaring the two vehicles presented as surplus to the needs of the District and direction for staff to place the items on the public auction site or sell to a neighboring or mutual aid fire district.

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

D. REVIEW, DISCUSSION AND/OR POSSIBLE ACTION TO APPROVE FIRE CHIEF EMPLOYMENT CONTRACT FOR TOM BRANDHUBER

Attorney Aversa commented that the Board began the process last October. The Board selected Tom Brandhuber as the successor Fire Chief. At the direction of the Board, she drafted a contract for their consideration. The contract was provided in the Board packet and is the same format the District has used for decades. There is nothing new on how the contract is presented. The contract has been reviewed by HR Director Delong and Chief Brandhuber.

MOTION by Board Clerk Vette to approve the GRFD Fire Chief employment contract for Tom Brandhuber as presented.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

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

Director Christian presented the GRFD reconciliation and monthly financial report.



Chief Brandhuber thanked Supervisor Massie for her work in the Billing Department.

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

MOTION SECONDED by Board Member Brady

MOTION CARRIED 4/0

9. FUTURE AGENDA ITEMS

- Regularly scheduled meeting – April 18, 2023

Chief Karrer stated there will be a meeting held in the near future to select a replacement for GRFD Governing Board Member Vice-Chairperson Richard Hudgins.

Chief Brandhuber added that they will also begin scheduling budget study sessions.

Board Clerk Vette had a few questions for staff that were answered.

10. CALL TO THE PUBLIC

There were no public issues presented at this time.

11. ADJOURNMENT

MOTION by Board Member Brady to adjourn the meeting at 10:15 a.m.

MOTION SECONDED by Board Member Outlaw

MOTION CARRIED 4/0

Wally Vette, Clerk of the Board
Golder Ranch Fire District



**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Pete Paddock, Captain

DATE: March 21, 2023

SUBJECT: APPROVE AND ADOPT THE FOLLOWING UPDATED POLICY: 402 FIRE INVESTIGATIONS

ITEM #: 6D

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:

APPROVE AND ADOPT THE FOLLOWING UPDATED POLICY: 402 FIRE INVESTIGATIONS

RECOMMENDED MOTION

Motion to approve the March 21, 2023 Consent Agenda.

Fire Investigations

402.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that all fires and explosions responded to by the Golder Ranch Fire District and occurring within this jurisdiction, or auto aid partners, are investigated and properly documented in accordance with state and federal laws as well as national standards. See the Fire Cause and Arson Investigations Procedure.

402.2 POLICY

It is the policy of the Golder Ranch Fire District to promptly investigate the cause, origin, and circumstances of fires and explosions occurring in this jurisdiction as described in the Fire Cause and Arson Investigations Procedure.

402.3 RESPONSIBILITIES

The Fire Chief has overall responsibility for fire investigations. The Fire Marshal is responsible for management of the fire investigations program. The Incident Commander (IC) of each incident is responsible for ensuring that each fire is investigated for origin and cause.

The Fire Marshal, the fire district, or other responsible authority shall have the authority to investigate the cause, origin and circumstances of any fire, explosion, or other hazardous condition. Information that could be related to trade secrets or processes shall not be made part of the public record, except as directed by a court of law.

Police and other enforcement agencies shall have authority to render necessary assistance in the investigation of fires when requested to do so.

402.4 PRELIMINARY INVESTIGATION

The first-in Captain should conduct a preliminary investigation of each fire or explosion to identify the origin, cause, and circumstances. The Captain will notify the IC of the results of the preliminary investigation.

If the origin of a fire or explosion appears to be suspicious, the IC should take immediate charge of all physical evidence relating to the fire or explosion, coordinate with investigators, and contact local law enforcement.

The IC is responsible for determining when fire investigators or sworn law enforcement investigators from another agency are appropriate to investigate an incident. If it is determined that an investigation response is warranted the request shall be made through the fire dispatch center.

The immediate response of an appropriate investigator should be requested when any of the following circumstances exist:

- (a) All working structure fires unless canceled by the incident commander.

Fire Investigations

- (b) Fire deaths or serious fire injuries.
- (c) Fires for which the origin and cause cannot be determined by on-scene fire personnel.
- (d) Explosions and bombings.
- (e) Incendiary fires or attempted incendiary fires, including incidents where potential incendiary devices are discovered.
- (f) When requested by law enforcement to respond.

402.5 FIRE INVESTIGATORS

Fire investigators assigned to an incident are responsible for pursuing the investigation through its completion and providing complete written documentation. Fire investigations shall be conducted in accordance with the National Fire Protection Association's (NFPA) 921, Guide for Fire and Explosion Investigations.

In cases where a fire investigator reasonably believes that arson or an unlawful act may be involved in a fire, the fire investigator should consult with the Fire Marshal and request the assistance of law enforcement, if appropriate. GRFD fire investigators should contact law enforcement from the appropriate jurisdiction when evidence collection is necessary.

402.5.1 FIRE INVESTIGATOR QUALIFICATIONS

Fire investigators shall:

- (a) Meet the job performance requirements of the NFPA Standard 1033, Standard for Professional Qualifications for Fire Investigator.
- (b) Complete any necessary certification requirements for fire investigators.
- (c) Comply with all federal and state statutory and constitutional investigatory requirements, including limitations on searches and seizures.

402.6 EQUIPMENT

The fire investigator's vehicle shall be stocked with the following equipment to help investigate fire cause, origin, and circumstance:

- Digital camera
- Spare batteries
- Voice recording device and spare media.
- Fire investigator toolbox
- Shovels, rake, broom, and sifter
- Disposable latex evidence collection gloves
- Evidence collection markers
- PPE per Fire Cause and Arson Investigations Procedure

Fire Investigations

402.6.1 USE OF PROTECTIVE GEAR

Fire investigators are responsible for using personal protective equipment (PPE) and respiratory protection appropriate for the conditions present at an investigation scene.

When entering any fire scene during the fire, before or during overhaul, or when there is a chance of re-ignition, fire investigators shall wear the level of PPE as outlined in the Fire Cause and Arson Investigations Procedure.

402.6.2 CURRICULUM VITAE

Each investigator shall maintain a curriculum vitae of field training, continued professional training hours, and investigative experience. The purpose of this log is to assist in establishing the member as an expert witness in court appearances.

402.7 INCIDENT REPORTS

To ensure district incidents are documented in the National Fire Incident Reporting System (NFIRS), investigators shall complete the available fields in the current database and Origin and Cause Report Form. The Fire Investigation Program Manager is responsible for reviewing and approving the investigative reports.



CHIEF'S REPORT

Fire Chief – Randy Karrer

February 2023

Meetings, Trainings & Events Attended for the Month

Chief Brandhuber and I conducted the weekly command staff meetings with the assistant and deputy chiefs.

Chief Brandhuber and I conducted the monthly Fire Chief's Status Meeting with all division heads.

I attended the command staff budget meetings.

Over the past few weeks, I have had several meetings and phone calls with LeNeille Hudgins. I have retrieved all GRFD equipment and also sensitive District information. She is doing well and appreciates all the support from GRFD.

I introduced Chief Brandhuber as the new Fire Chief at the Oro Valley Executive Leadership Team (ELT) meeting, which was funny because he already knew them all and has worked closely with them. But we all had a good laugh!

In February, I spent time facilitating the Chief Executive Officer Program (CEOP) in Mesa. We had four staff members participate: Chief Perry, Chief Rutherford, Chief Akins and Director Delong. I took this opportunity to mentor them and introduce them to many other senior staff members from fire agencies from around Arizona. It was a great week.

I virtually attended the Arizona Fire Districts' Association (AFDA) Board meeting to discuss legislative issues that were presented to the Arizona Fire Services Institute (AFSI). I have transitioned my AFSI responsibilities to Fire Chief Scott Freitag of Central Arizona Fire and Medical Authority.

I attended the retirement party for outgoing Professional Firefighters of Arizona (PFFA) President Bryan Jefferies. He accepted a position with International Association of Fire Fighters (IAFF) developing and enhancing retirement programs for firefighters.

I am starting to visit each of the stations on each shift as part of my "farewell tour". That is 30 visits! Although I am trying to see everyone, I am sure I'll miss some.

Political and Public Safety Interactions and Updates

Chief Brandhuber and I have met or are scheduled to meet the following dignitaries in the coming weeks: Jan Leshner, Pima County Administrator; Chris Nanos, Pima County Sheriff; Rex Scott, Pima County District 1 Supervisor; and Mark Lamb, Pinal County Sheriff.

Chief Abel, Chief Robb, Chief Grissom and I attended the Arizona Heroes Memorial groundbreaking. I was honored to turn some dirt with OVPD Police Chief Riley.

District Activities for the Month

In February, Chief Brandhuber, Chief Perry and GIS Analyst Becky Steinnecker attended the Center For Public Safety Excellence (CPSE) Conference on accreditation. This is a very important part of the district's accreditation process.

Chief Brandhuber and I have begun transitioning signing authority on a variety of District accounts. This is a very long and detailed process because of the many different types of accounts and agreements. Additionally, the budget process is proceeding well. The department directors have presented their final requests, which will be presented for your review prior to the budget study session in April. Chief Brandhuber will present the budget.

I worked with Chief Brandhuber and Community Relations Coordinator Lydia Camarillo to develop the Change of Command Ceremony.

Commendations and Thank You Letters Received For The Month

- Mrs. Hudgins sent two thank you cards for flowers received from the District and the GRFD Governing Board.

Farewell Message

After thirteen plus years as the Fire Chief of the Golder Ranch Fire District, my time is coming to a close. It is truly bittersweet! Collaboratively, I believe we have achieved many incredible things over the past years and we have had some significant difficulties. The unexpected and tragic loss of board members and firefighters are clearly the most difficult, in my opinion.

I am very proud of this organization and all that we have built together. Although proud of the past, I am equally excited for the future of this great organization. I have great trust and faith in Chief Brandhuber's leadership and the team he is creating! Not only is the future very bright, it has many exceptional opportunities that will benefit this organization and the community.

It has been an honor to work alongside the men and women of this great organization, whom

I would describe as the most professional and dedicated people in the fire service, both sworn and civilian! I am very humbled to have led GRFD through some challenging times and also exciting times of growth. But I could not have done it without the staff. For that I am eternally grateful!

It has also been a wonderful honor and experience to work with a Governing Board that is so committed to the community and employees! Truly I have never met such dedicated people, who give so selflessly. Thank you all for allowing me the honor to be the Fire Chief of GRFD, it is truly my proudest accomplishment.

Thank you all for your friendship and support throughout the years, it has been an absolute honor to work with you all! May God bless the Golder Ranch Fire District! I wish you all the best!



Randy Karrer

Fire Chief

Golder Ranch Fire District

Community First

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

P [520-825-9001](tel:520-825-9001) ex 2001 **M** [520-334-0658](tel:520-334-0658)

A [3885 E. Golder Ranch Drive Tucson AZ 85739](https://www.google.com/maps/place/3885+E.+Golder+Ranch+Drive,+Tucson,+AZ+85739)



The lilies are ^{so} beautiful. Thank you

Dear Golder Ranch Fire District

Thank you for your compassion
and love for the loss of
Richard Hudgens. He was
so proud of GFRD and
loved you all deeply.
We are grateful for your
friendship

Libba LeNeve Racene



Thanks

FOR YOUR EXPRESSION OF SYMPATHY

Dear Golder Ranch Board -
Thank you so much for
the beautiful yellow roses.
We are so grateful for your
compassion and thoughts
during this sad time.

Tibula Le Neice



ASSISTANT CHIEF'S REPORT

Assistant Chief's Activities for the Month

[February 2023]

Meetings Attended & General Information

- The chiefs and I participated in our regular Fire Chief's Monday morning command staff meeting.
- I participated in the first Tuesday of the month Fire Chief status meetings with managers and division chiefs.
- Planning/ Logistics Division (Fleet, Facilities & Fire Supply) – Completed and submitted the first phase documents required for the accreditation process. We are currently developing our next fiscal year budgets and Capital Improvement Plan (CIP).
- I continue to attend and serve on the following teams and committees:
 - Arizona Fire Chief's Association (Pima County Regional Representative)
 - Arizona Mutual Aid Committee
 - Optimist Club
 - GRFD events planning group
 - Arizona State Local Assistant State Team (LAST)
 - IMPACT of Southern AZ - Board Member (Vice Chair) – My six-year term with IMPACT ends in June 2023 and aligned with my retirement from GRFD. In light of Dick Hudgins unexpected death, I have offered to step into Dick's role as president of the IMPACT board of Directors for 1 year to help with the transition of the board. This will be voted on at the May IMPACT meeting. Since I will be retired, I would be a community representative and not representing GRFD. However, Lydia Camarillo has joined IMPACT and will be representing GRFD.
- Station 378 (SaddleBrooke Ranch) update – we should be getting close to finalizing the elevations / sections and hope to be complete in 2 weeks with that effort. It can then be shared with the HOA for their comments prior to WSM finishing the construction documents for permit submittal and final GMP. The estimated schedule is:
 - March 22- complete elevations for initial review by SaddleBrook HOA.
 - May 1- 100% complete CD's for GMP pricing and permitting with Pinal County.

- We have assumed 3-4 weeks for permitting / GMP with the hope that we can do a groundbreaking on May 31st, which is also my last day before I retire (maybe a little hopeful thinking).
- The civil engineer has been working directly with Pinal County and hopefully that approval can run concurrently or prior to the building permit.
- I participated in our benefits committee meeting with Crest to discuss next fiscal year's opportunities and impact.
- I participated in the IT Candidates Interview Process. We believe we have found a great candidate through the process. A job offer was extended to fill the vacant position.
- I had the opportunity to participate with many of the chiefs, managers and select personnel in leadership roles in the "Thrive and Adapt Workshop" with Pathway Strategies. This was coordinated by our professional services division. This was a great opportunity to build teamwork and create opportunities for leadership growth. Items covered were:
 - Provide a more developed toolbox to effectively handle the challenges of management and leadership, especially in times of change.
 - Encourage "rock star" performances from leaders, supervisors, and their teams.
 - Encourage greater team and organizational alignment (less "silos").
 - Develop greater engagement, less turnover, greater organizational effectiveness, and save time, money and talent.
 - Develop more confidence for leaders and more comfort for their teams.



- Chief's Scott Robb, Grant Cesarek, Chris Grissom and I had the opportunity to golf in the OV Cup Tournament to support Project Graduation which is a drug and alcohol free event with the single goal of saving lives in our community. This event ensures that on graduation night, (the most dangerous night of the year for high school students) the graduating seniors are not out drinking and driving and creating dangerous situations for themselves or the community.



- Chief Karrer and I, had the opportunity to attend and participate in the Arizona Heroes Memorial groundbreaking ceremony on Tuesday, February 28th. The event was well attended and was an excellent ceremony with well-known speakers and volunteers who have done an outstanding job executing a vision and place to honor, reflect and learn of the sacrifices made to protect and serve the people.



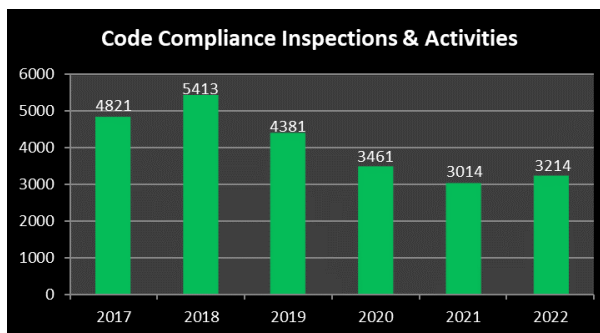
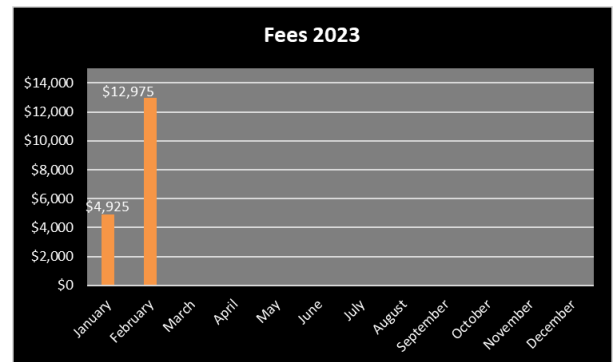
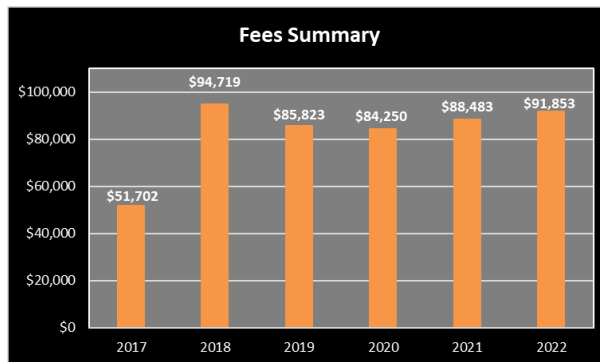
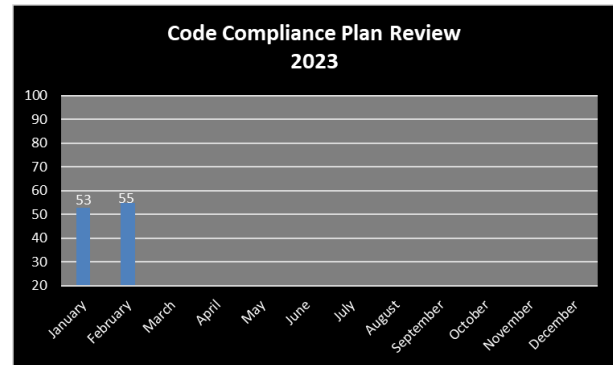
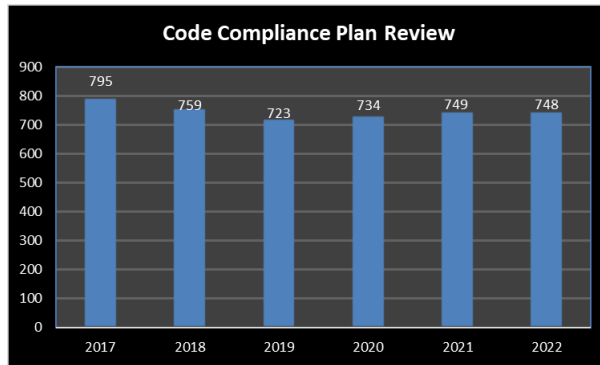


Grant Cesarek- Deputy Chief

- Attended all staff meetings, command staff, operations, FLS and facilities
- Provided support to fleet while our team was at KME doing truck inspections
- Attended all construction meetings for headquarters and station 378
- Review and submittal of performance indicators in the accreditation process
- Sat on hiring panel for the IT positions
- Support to other divisions as the budgeting process is started, specifically in the capital improvement plan
- Met with health and safety to gain greater knowledge of their budget requests
- Met with professional development about budget requests and discussion about building improvements to their current office and classroom space
- Assisted with safety presentation at SaddleBrooke homeowners meeting
- Attend leadership course with Pathfinder Strategies

Headquarters Update

- Construction phase continues, all framing of new walls complete
- All drawing submittals are approved and comments accepted
- All inspections have been positive, approved to move forward with drywall work
- Finalized all flooring, paint, millwork, and counter top color selections
- Finalized the selection of our audio visual contractor and received final quote
- In process of designing the board room dais and staff desk



Top 3 Inspections	Quantity
Prevention/re-inspection	94
Residential	67
Commercial	38

Commercial Projects Summary

ZONE 1 Stations 378, 372, 373, 370, 374	ZONE 2 Stations 375, 377	ZONE 3 Stations 376, 379	ZONE 4 Stations 380
Splendido Remodel 13500 N Rancho Vistoso	Design Center T.I. 8454 N Oracle	Davis Pediatric T.I. 10520 N La Canada	Canyon Community Bank T.I. 7981 N Oracle
Desert Palms PT T.I. 12142 N Rancho Vistoso	Freddy's CO2 11143 N Oracle	Highland Clubhouse T.I. 10702 N Highlands	Shell Building L.I. 7315 N Oracle
Nicos T.I. 15665 N Lupine	ROCHE Building 3 T.I. 1910 E Innovation Park	Goodwill T.I. 10560 N La Canada	Sprouts T.I. 7665 N Oracle
The Motive Wellness 2530 E Vistoso Commerce	Oro Valley Dental Group T.I. 750 E Pusche View	The X Noodle T.I. 11931 N First Ste 102	Saffron T.I. 7607 N Oracle
Golder Ranch Vineyard 64496 E Edwin	Basis Administration T.I. 10134 N Oracle	Beautiful Savior F.A. 7570 N Thornydale	Dr. Chin Dentistry T.I. 7520 N Oracle Ste 200
Dairy Queen T.I. 16054 N Oracle	Flex Gymnastics T.I. 11085 N Oracle	Circle K T.I. 10410 N La Canada	AMG Medical Aesthetics T.I. 7356 N La Cholla
Shell Building T.I. 1826 E Innovation Park	Trusting Connections T.I. 1880 E Tangerine Ste 150	Resurrection Lutheran T.I. 11575 N First	Casa Linda Apartments T.I. 699 W Magee
Pima Eye Institute T.I. 1884 E Innovation Park	PRCA MPR 9500 N Oracle	Athletico PT T.I. 11941 N First Ste 151	United Urology Medical T.I. 7470 N Oracle Ste 202
Camp Bow Wow Fire Alarm 16725 N Oracle	Stacks Book Club T.I. 1880 E Tangerine Ste 140	Long Realty T.I. 8580 N Oracle Ste 180	United Urology Surgical T.I. 7470 N Oracle Ste 201
Thin Blue Line T.I. 1171 W Rancho Vistoso Ste 159	Linda Vista Luxury Rentals 375 E Linda Vista	TOV Community Center T.I. 10555 N La Canada	Landlord Improvement 7350 N La Cholla
Fairfield Homes Sales Office T.I. 3355 E Haswer	Greenspring Inspire Spa 10556 N Oracle		Long Realty T.I. 8580 N Oracle
Harbor Freight T.I. 13005 N Oracle	Oro Valley Hospital T.I. 1551 E Tangerine		Arroyo Verde Apartments 8020 N La Cholla
Who Received Project Final Inspection	Aspen Dental T.I. 10580 N Oracle Ste 100		Eegee's T.I. 7911 N Oracle
Integrative Touch Healing Center 7493 N Oracle Ste 123	TOV Pusch Ridge Golf T.I. 10000 N Oracle		Cabali Tiki T.I. 8195 N Oracle Ste 125
Casa Ramirez T.I. 15930 N Oracle Rd Ste 116	Bailey Vet T.I. 10140 N Oracle		Cold Beer & Cheeseburgers T.I. 7315 N Oracle Ste 141
Belatone T.I. 7725 N Oracle Rd Ste 121	Lewis & Ivey Salon T.I. 1880 E Tangerine Ste 160		Brutal Doodle Tatoo T.I. 7980 N Oracle Ste 100
B&B Urgent Care T.I. 11015 N Oracle Ste 121	NW Urgent Care 10568 N Oracle Ste 110		
Sola Salon T.I. 2040 E Tangerine	NW Primary Care 10568 N Oracle Ste 150		
Desert Dermatology T.I. 1521 E Tangerine Ste 161	Steam Pump BBQ/Bunk 10901 N Oracle		
Beaming at LA Fitness 8850 N Oracle	Shell Building 10556 N Oracle		
Carbon Health Urgent Care T.I. 7725 N Oracle Ste 131	Landlord Improvement 10556 N Oracle		
Sonoran ENT T.I. 2506 E Vistoso Commerce Ste 180			
Overton Self Storage 2925 W Overton			

Fire Marshal Akins

- Meeting with State Fire Marshal regarding new state-wide food truck portal
- Training with TOV staff regarding access to smartgov, the TOV permitting program
- Attended Thrive and Adapt Workshop
- Attended the CEOP class in Mesa
- Attended re-occurring meetings to include TOV pre-construction/DRC, Joint Fire Investigations, Fire Chief Status, BC/DC, Chief Planning and Logistics, GRFD Fire Board, SAFMA, Shark Tank, and FLS Staff.

Education/Committees/Training Activities

- DFM White attended the Thrive and Adapt Workshop
- DFM White, Inspectors; Druke, Filener, Ross, Helvig, Hurley, and Permit Tech Devine attended the smartgov training with TOV staff
- Inspectors Helvig and Filener attend EDUCODE in Las Vegas which consisted of hazmat, commercial inspections, high piled storage, medical gases, and fire system classes
- DFM White and Inspectors Filener, Ross, Helvig and Hurley attend the joint fire investigator meeting
- Inspector Helvig attended and passed the FAA part 107 recertification class

GRFD Fire Investigations

Date	Type of Call	Property Use	Estimated Property Loss	Estimated Content Loss	Estimated Property Save	Estimated Content Save
01/06/23	House Fire	One-Two Family Dwelling	\$31,253	\$10,418	\$177,098	\$93,758
01/09/23	House Fire	One-Two Family Dwelling	\$25,648	\$2,565	\$487,310	\$253,914
01/13/23	Vehicle Fire	One-Two Family Dwelling	\$8,000	\$0	\$0	\$0
01/31/23	House Fire	One-Two Family Dwelling	\$166,257	\$97,828	\$220,490	\$95,546
02/03/23	Vehicle Fire	One-Two Family Dwelling	\$1,125	\$200	\$6,375	\$200
		TOTAL	\$232,283	\$111,011	\$891,273	\$443,418

- On February 3, 2023, a house fire was reported in the Golder Ranch Fire District.
 - The area of origin was the sleeping area of a travel trailer
 - Two possible ignition sources were found near the bed
 - The fire is classified as unintentional
- On February 11, 2023, a house fire was reported in the Northwest Fire District.
 - GRFD assisted with the origin and cause investigation
- On February 14, 2023, a house fire was reported in the Golder Ranch Fire District.
 - The fire was due to a lithium ion battery charger that failed
 - The fire is classified as unintentional

- On February 20, 2023, a mobile home fire was reported in the Northwest Fire District.
 - GRFD assisted with the origin and cause investigation

Michael Price- Division Chief of Logistics/Fleet, Equipment & Facilities

- Service Desk used for repair or service requests: January
 - Fleet: 42 requests
 - Facilities: 39 requests
 - Supply: 16 requests
- Final Inspections for the remainder of the four KME Engines completed. All four are expected to be delivered and to H&E in March
- BC/DC Monthly meeting
- Attend Pathfinder Leadership Class

Facilities

District Stations:

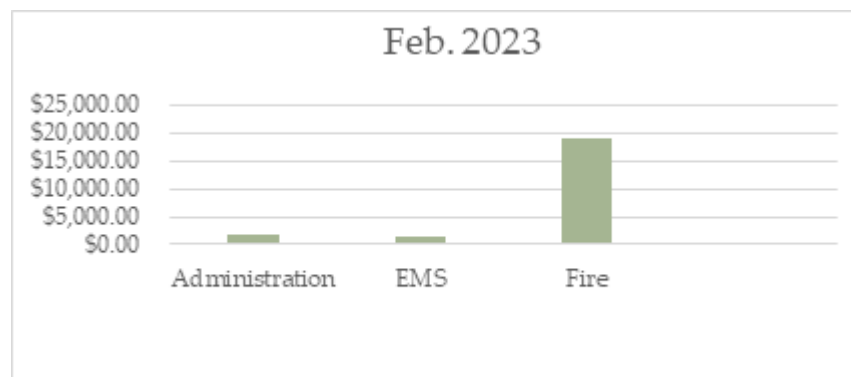
- All Fire alarm inspections are complete at all GRFD facilities
- 375, 376 & 379 Received new recliners
- 340 Repair makeup air unit in Professional Development
- 373 New bunks and Lockers were purchased
- 376 New washer was purchased and installed

Daily repairs, scheduled preventative maintenance, regular maintenance & construction projects are on-going.

Fleet

Monthly vehicle parts Costs

- Administration - \$1,839.92
- EMS – \$1,369.43
- Fire – \$19,093.29



Procurement Specialist

Procurement

- Purchased \$13,069.45 worth of Purchased Fire Supplies
- Outfitted 21 Lateral New Hires
- Commenced Annual SCBA Mask Fit Testing
- Purchased \$4,180.64 worth of Admin Supplies
Inventory Management
- Creating PPE Exchange Tracking System to Track Bunker Gear Inventory and Maintenance
- Created OPIQ forms to aid in Asset Verification



ASSISTANT CHIEF'S REPORT

Essential Services – Tom Brandhuber

February 2023



Assistant Chief's Activities for the Month

- Attended Chief Karrer's direct reports meetings
- Attended the Town of Oro Valley Executive Leadership meeting
- Attended the GRFD February Board meeting
- Attended the Center for Public Safety Excellence conference on accreditation
- Participated in the 1.5 day Thrive and Adapt Managers training
- Participated in the benefits for FY 2023/2024 planning meeting
- Held direct reports meeting with my staff
- Held monthly Arizona Ambulance Association meeting
- Participated in the Arizona Statewide Health Care collaborative forum
- Started the Budget process for FY 2023/2024

Deputy Chief Eric Perry - Essential Services Board Report for March 2023

- 1) Center for Public Safety Excellence Accreditation Progress
 - a) Three documents are needed.
 - i) Community Risk Assessment – Standards of Cover Project:
 - (1) Completed and placed on our external website. Work in progress to update our response packages to reflect this document.
 - ii) Strategic Plan
 - (1) Annual revision adopted last month-progress report will be provided in April
 - iii) Self-Assessment Manual
 - (1) Writing is in process by multiple subject matter experts agency-wide.
 - (i) We are on track to complete this as scheduled by August 2023 to apply to the CPSE to become accredited.
 - (ii) First drafts submitted and under review.
- 2) ISO upgrade project:
 - a) We are focusing on accreditation (and the inherent continuous improvement process it entails) to assist us with our ISO level.
 - i) ISO focuses on structure fire capability, prevention, education, and water supply.
 - ii) The accreditation focus is on the continuous improvement of ALL programs in the agency, including ISO.
 - iii) Community Education Supervisor position (see 5B) will assist with the score.
 - iv) Current staffing levels will assist with the score.
- 3) Work Process Improvements: None currently
- 4) Lexipol Policy Project:
 - a) A project management system for completing tier 2 and below policies has been developed.
 - i) Completion of this project will assist with increasing our ISO score as well as with accreditation.
 - ii) Captain Peter Paddock remains assigned to this project. Paramedic Jackie Frazier-Rademacher is out on FMLA for 12 weeks.
- 5) Other Projects:
 - a) Fire Accreditation Project Manager position interviews complete, job offer forthcoming.
 - i) This position was the previous board-approved Essential Services Captain; however, we have moved to a non-uniformed position due to staffing challenges.
 - ii) This position will be responsible for the ongoing upkeep, maintenance, and progress reporting for the Accreditation documents.

- iii) Eventually, I anticipate this position assisting the rest of the agency with managing and tracking projects district-wide to enable better accountability and progress reporting to executive leadership and the board.
- b) Community Education Supervisor position interviews complete, job offer forthcoming.
 - i) This position was the previous board-approved public educator.
 - ii) This position will be directed to complete and maintain the agency's community risk reduction plan.
- c) Completed and submitted the Essential Services division proposed labor budget.
- d) Completed and submitted Essential Services proposed O/M budget.

Board Services

Board Services Supervisor Ortiz responded to 12 records requests for the month of February.

The breakdown is as follows:

Environmental Reports	1
Outstanding Code Violations/Inspection Report	-
Fire Reports	1
Incident Reports	-
Medical Records	10
Billing Records	-
Other	-

Fingerprinting and i9's taken at the front desk in the month of January:

Fingerprints	504
I9	64

Board Services Supervisor Ortiz attended the Fire Chief's status meeting and transcribed the minutes for the meeting.

Board Services Supervisor Ortiz worked with Human Resources to compile the questions asked at the Records Specialist's interviews. After conducting Zoom interviews and Chief's interviews, Jenny Wong has been selected as the new Records Specialist. She will begin April 29th. She is excited to be a part of the team.

Board Services Supervisor Ortiz attended an advanced Excel class online. The course included working with functions, working with lists, analyzing data and creating charts with data. The material will help in the future in gathering data and creating reports.

Board Services Supervisor Ortiz attended the Thrive and Adapt Workshop facilitated by Brandy Ferrer of Pathfinder Strategies. The first day upper management attended training. The second day, in the morning, middle management attended training and in the afternoon both attended the training together. Middle management saw value in meeting and held a working lunch meeting of their own on March 1st. We discussed how we can work together and help each other. It was a productive meeting and future projects are planned from this forum. We hope to continue to meet on a regular basis.

Finance Report

Cyber Risk (part 5: A word about Retentions & Exclusions) :

Insurance is not intended to protect against “average” conditions; it is intended to protect against extreme conditions. Therefore, the cost-benefit analysis must examine the value of insurance at the extremes.

Retentions are a fixture of any good insurance policy. Retention is the risk that is retained by the insured or put another way, the amount of damages the insured will have to pay out of pocket outside of what is covered by insurance. A low retention is not necessarily better because the premiums for such a policy might be cost prohibitive. Conversely, a high retention can save money on premiums at the cost of exposing the insured to excessive risk. Another factor to consider is multiple retentions across multiple types of coverage. Security liability, regulatory liability, breach response, and business interruption are all types of coverage that may each have their own individual retention levels. Some policies have a ‘single highest’ retention meaning that an event might trigger multiple retentions, but only the single highest will be considered, versus a multiple retention policy that will aggregate them all. A government would be wise to avoid such a policy because of the difficulty in estimating accurately what total risk it is intending to take on.

Exclusions are the specific types of events that are not covered by a policy. A deep knowledge of these exclusions is of paramount importance for any policy holder. With almost every cyber claim denied, an insured is surprised that no coverage exists. A common exclusion in any cyber policy is coverage for civil and legal liability as a result of loss of personal data. Using an unapproved IT contractor can also create an unexpected exclusion of coverage. Also, exclusions exist for paying cyber criminals ransom where Federal Law prohibits such payments, such as to government actors like the Russian Federation or the North Korean DPRK.

(To be continued...)

Human Resources

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

Recruitments

- In Process External/Internal:
 - Systems Administrator-LAN
 - Utilizing an external recruitment company for assistance with this difficult to fill position.
 - Fleet Maintenance Tech (level TBD)
- Recently Closed:
 - Fire Chief
 - IT Specialist
 - Records Specialist
 - Anticipated start date: March 27, 2023
 - Fire Accreditation Project Manager
 - Anticipated start date: March 27, 2023
 - Community Education Supervisor
 - Anticipated start date: April 17, 2023
- Future Upcoming:
 - Budget Analyst

Congratulations!

- **New Hires:**
 - Barry Johnston, IT Specialist
- **Promotions:**
 - Eric Perry to Deputy Chief Essential Services
 - Jacob Kassulke to Captain
 - Eric Melen to Captain

Projects

- Participated in the Thrive and Adapt workshop presented by Brandy Ferrer of Pathfinder Strategies.
- The HR team was very busy in March with recruitments for many different departments and levels.

- HR, Chiefs, and Labor have continued discussions with Crest Insurance to plan 2023-2024 benefits Open Enrollment. We have had the kick-off meeting, and two follow-ups.
- The new accreditation process has kicked off. The HR and Board Services Team are looking forward to participating and learning new things.
- Paycom Implementation (replacing ADP):
 - Paycom is fully implemented.
 - Next items:
 - Moving forms into Paycom (SRI, disciplinary documents, etc.)
 - Assessing changes to the current performance evaluation process and implementing the new process in Paycom
- New Performance Evaluation committee – has begun
 - We are currently identifying participants
 - Evaluating performance evaluation options
 - Assessing what electronic performance evaluations will look like in Paycom
- Job Descriptions being moved to Procedure Handbook in Lexipol
- Policy reviews and updates – *please see policy section of board packet*

Employee Recognition

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

GRFD Employee Years of Service Recognition -March



EE Name	Hire Date	Years of Service
BROWN, JOE	03/10/2008	15
BURRISS, DAVID FRANCES	03/10/2008	15
CHAVEZ, ANTHONY F	03/10/2008	15
CREVISTON, KASON LEE	03/10/2008	15
ELLIS, SCOTT ELSTON	03/10/2008	15
KROGER, ADAM JAMES	03/10/2008	15
NEWBURN, DARRELL	03/10/2008	15
SANCHEZ, RENE R	03/10/2008	15
SCAFEDE, BRYAN NICHOLAS	03/10/2008	15
KARRER, RANDY ARMIN	03/01/2010	13
BISHOP, JAKE AUSTIN	03/05/2018	5
BONILLA, MATTHEW DAVID	03/05/2018	5
BOYD, GEORGE ARNOLD	03/05/2018	5
CAMPBELL, KYLE RAY	03/05/2018	5
DEADMAN, DAVID AARON	03/05/2018	5

DRURY, TYLER STEVEN	03/05/2018	5
FERNANDEZ, ARMANDO RODRIGUEZ	03/05/2018	5
GRETТА, JAMES ADAM	03/05/2018	5
LOPEZ, JACOB THOMAS	03/05/2018	5
MYERS, JAMES ROBERT	03/05/2018	5
RIOS, ANTHONY RAYMOND	03/05/2018	5
ROEMER, PATRICK WILLIAM	03/05/2018	5
ROSAS, ILIANA NICOLE	03/05/2018	5
SELBY, DAVID J.	03/05/2018	5
BELA, ARTAN	03/09/2020	3
ROSS, MICHAEL J.	03/28/2022	1

IT Applications Group Activities/Projects

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

- The application group has been focused on dealing with ongoing tickets, doing regular maintenance, and dealing with documentation on new issues.
- Our IT department has recently acquired a new development server, which will greatly improve our ability to develop and test new software updates. Our team is currently in the process of setting up the server and configuring it for optimal performance. The new dev server will serve as an invaluable tool for our department, allowing us to more efficiently troubleshoot any issues that may arise, and to more effectively train our staff. By utilizing the dev server for these purposes, we can ensure that our systems are operating at peak performance and that our staff is equipped with the knowledge and skills necessary to keep our systems up-to-date. Overall, we are excited to have this new dev server as a part of our IT infrastructure and look forward to the many benefits it will bring to our organization.

IT GIS Activities/Projects

- Ambulance predictive modeling project for Chief Pearce.
 - Continue creating models for the best locations to place ambulances: if all were on call, where to place the best ambulance? The best 2? The best 3? A response model for station 380 with mileage and without boundaries?
 - Sample maps are attached.
 - Ongoing project
- The golf course pre-plans project continuing.
 - Sent out final golf course map for station review; and added 8 golf courses to the Preplans database for responders
 - Sample map attached.

- Ongoing project
- Continual collaboration with Tucson Fire, Public Safety, and Northwest Fire GIS folks to streamline the process of pulling data from dispatch and automating this process.
- Pre-plans improvement project
 - Prepped map and created workflow for adding building and apartment numbers into the Mobile Data Terminal (MDT), to be completed by a lite duty person; this will enable the numbers to show up directly into the MDT
- Swift water rescue project
 - Continue working with GIS folks from NWFD, TFD, and Pima County Regional Flood Control District (RFCD) and Information Technology (IT) departments – review the temporary app created by RFCD and make recommendations for data workflow.
 - Ongoing project
- Yearly hydrant inspection started – work with Johanna, Brad, and the water companies to streamline and ensure all 4,570 fire hydrants within our district are inspected and repaired as needed
 - Ongoing project
- Dove Mountain transport request – Chief Brandhuber
 - Calculate the number of transports we ran in Dove Mountain for the year 2022
- Small miscellaneous requests/projects:
 - Completed the yearly Target Solutions training – 17 courses.
 - Worked with COT IT folks to get access to the Computer Aided Dispatch database.
 - Attended CPSE in Excellence Conference, Orlando, FL – on the accreditation process.
 - Photo printing project for a new engine for Carol
 - Area map of zones and stations to hang for planning purposes
 - Property map request from Bit to show ownership and district
 - Request from John, Station 370, to figure out a few calls going to them instead of Station 373.
 - Create a telecommunications map and update the database
 - GIS training in suitability modeling and site analysis techniques



ASSISTANT CHIEF'S REPORT

Emergency Response/Professional Development – Scott Robb

February 2023



EMS

EMS Training

- EMS Division developed and began the EMS module for the 23-01 Lateral Academy
- In collaboration with our Regional Auto Aid partners (TFD and NWFD) have created a two-week Paramedic Integration Course for when new medics complete their Initial Paramedic Class.
- GRFD's most recent paramedic graduates will be attending the two-week Paramedic Integration Course.
- EMS Division has developed a New Paramedic Preceptor Program for all New Paramedics entering the field.
- EMS Division is working on April 2023 Trimester Skills Lab.

Other Items of Interest

- [ZOLL-EPCR Workgroup](#) Phase I is now completed and the workgroup continues to work on Phase II.
- GRFD's O2 replacement program has been finalized with Matheson and the program supplies should be coming in by mid-March.
- All oxygen racks and lifts have been ordered and received.

- The EMS Division has been meeting with medical direction on ordering-controlled medications for our three vending machines.

2022 Cohort Paramedic Program

- Public Safety and Emergency Service Institute (PSESI) and Pima Community College (PCC) “Shift Friendly” Paramedic Program is going very well for GRFD’s students.
- GRFD is supporting (4) individuals who successfully complete PCC’s competitive process. reference reg. memo [Shift Friendly Paramedic Program](#)
 - (4) personnel tested
 - (4) personnel have been selected and earned a seat through the competitive process
 - (4) personnel are doing very well
- (4) GRFD students will begin vehicular and clinicals in February 2023
- Graduation early summer of 2023

40-Hour Paramedic Program

- Public Safety and Emergency Service Institute (PSESI) and Pima Community College (PCC) 40-hour Paramedic Program has graduated two GRFD students.
- GRFD’s most recent paramedic graduates started the two-week Paramedic Integration Course.

EMS Team

- Emergency Department wait times have improved, we continue to have tight communication and working with hospital liaisons to find efficient ways of maintaining quick patient transfers.
- Continued collaboration with hospital partners and EMS agencies.
- Continued monthly meetings with the EMS Team to continuously improve communication across all three shifts with EC talking points.
- The Administration EC’s, Ops. EC’s, continue to meet with GRFD’s Medical Director and Deputy Director from BUM-G to ensure we have a smooth transition in AMD from OVH to BUM-G.
- 2023 AG’s have been updated on the GRFD App.
- Handtevey has been updated to reflect new AG updates.

Monthly EMS Stats

Month of February Details

Transports+/- From Last Month

MD372	0	0
MD376	0	0
MD379	0	0
PM370	62	4
PM371	0	0
PM372	1	1
PM373	88	33
PM374	0	0
PM375	84	-12
PM376	90	13
PM377	77	-2
PM379	0	0
PM380	104	4
PM381	22	1

Interfacility +/- From Last Month

0	0
0	0
0	0
1	-2
0	0
0	0
1	1
0	0
2	-4
1	-3
0	0
0	0
0	-2
0	0

Transports+/- for the Month

Total Transports for the Month to Date: 528

+/- From Last Month **42**
Total Responses 533
Transport % 99%

Interfacility +/- for the Month

Total Interfacility for the Month to Date: 5

+/- From Last Month **-10**

Fiscal Year Details for 2022-23

Transports

Fiscal Year to Date: 4,542
Last Fiscal Year to Date: 4,499
+/- From Last Year: 43
Total Responses: 4,599

Transport% 99%

Interfacility

Transports Fiscal Year to Date: 79
Last Year to Today Last Year: 121
+/- From Last Year: **-42**

Professional Development

Courses/Training

- Six people began the Driver Operator/Aerial Operator course
 - Course is running from February 28, 2023 through May 1, 2023

2022-01 Probationary Year

- Probationary firefighters are now in Module II
- Module III books were due February 20, 2023
- Module III testing will take place March 1st and 2nd

2022-02 Probationary Year

- Module I books are due March 20, 2023
- Module II books are due June 5, 2023
- Module I & II testing will take place June 13th, 14th, and 15th

Academy Onboarding 2023-01

- Badge pinning ceremony is scheduled for March 2, 2023
- Anticipated start date is March 6, 2023

Miscellaneous

- Engineer Task Books are now complete
 - Consists of a Module I and Module II book
- CRD Spring 2023 being planned for March 6 – April 6, 2023
 - Plan to cover Ladder Operations, Multiple Lines, and Vehicle Extrication

Car Seat Program

- One car seat install in the month of February

Health and Safety

ACE Certification

- Determining need for recerts and new certifications
- 14 personnel from GRFD completed first class, online self-paced platform
- Second class scheduled for May 1, 2023
- Sending multiple personnel signed up for PFT to O2X conference (March 21-22)
- Peer Fitness trainers for coordination and implementation of 90-day improvement plan

PPE Committee

- Combined with Safety Committee for future meetings
- LN Curtis with hood discussion, particulate hoods being mandated by 2024, will have 1 year to comply with NFPA standard

- 48 jackets, 23 pants returned with repairs from AZ PPE for turnout loan program
- Extractor capital purchase request completed
- AP 379 in service soon with all necessary loaner program turnouts (50 sets)
- Safety Committee meeting March 9th at station 380

CLEAN CAB Concept

- Developing standards and distribution of information, received specs of our newly purchased apparatus (SOP being developed/reviewed). Sending for approval.

TIMS (Traffic Safety Incident Management)

- Coordination with Cat-Tow
- Still looking for scheduled class for Train the Trainer
- Tentative availability for additional class instructed by Cat-Tow (date TBD)

Wellness Wednesday (FDSOA) and Training tips (FDNY)

- Proposal for weekly info: Wellness Wednesday (FDSOA) and Training tips (FDNY)

PPE maintenance/cleaning program

- Implementation (7-8-month delivery on new turnouts)
- Extractor/cleaners proposal being developed for NFPA 1851
- Inspection check sheet on OpIQ adjusted
- Instructional class on PPE Exchange program/ cleaning process (North to all personnel)
- Collection/inventory/inspection and cleaning being completed
- Stock AP379 with adequate loaner sets/stock for supply shed (approx. 100 sets)
- 2023-01 Academy in loaners from new stock and loaner program

Covid/Flu monitoring – positive cases monitored (numbers decreased, seasonal sickness up)

- Positive cases monitored (numbers decreased, seasonal sickness up)

Physical Fitness, Wellness, Health and Safety

- GPAT early Spring 2023
- Return to work process
 - 4 RTW personnel completed this month
- Outfitting all front-line apparatus with approved collapsible road cones (DOT regulations)
 - 7/10 stations up to par on front-line apparatus (still in ordering phase with Supply)

1582

- Schedule coordination
 - Scheduling of quarter 1 personnel in progress (first appointment email sent)

Wildland

Assignments

- No personnel currently on assignment.

Current Projects

- Pinal County Wildland Team Feb 9th – Captain Spanarella was nominated and voted in as co-chair
- Southern Arizona WL Regional meeting Feb 10th

Training

- WL Team meeting – Operation briefing and Radio Training Feb 6th & 7th
- Petersen assisted with 1600 Acre Buenos Aires Snake Unit Prescribed burn as Engine Boss Trainee on Feb 27th

Upcoming Events

- WL District refresher: Postponed due to CRD
- WL Team attending for AWIMA: March 11-16th

Honor Guard/Pipes and Drums

Expenditures

- Honor Guard
 - 1 expenditure this month for VRBO at Colorado Springs IAFF Fallen Firefighter Memorial (both Honor Guard and Pipes & Drums lodging). Monthly total: \$3,200.08.
 - District credit card and Honor Guard budget is all squared up.
- Pipes and Drums
 - 0 expenditures this month. Monthly total: \$0.00.

Events

- Honor Guard
 - 2/16 – “December” monthly meeting held off site at CDO Bible Church in an effort to practice and get accustomed to venues where we may need to perform actual events in the future. We will be holding the next 3 monthly meetings in different remote sites.
 - Planning for many upcoming events including “Changing of the Guard” celebration on March 31st.
 - Multiple flag/shadow box process started and completed for upcoming retirement celebrations.
- Pipes and Drums
 - Holding the last meeting and practice at CDO Bible Church with Honor Guard was very beneficial as it is one of the venues we often use for fire department ceremonies, such as academy graduations.

- Another offsite meeting and practice is scheduled for March at OVCN and preparations are being made for upcoming events.
- Pipes & Drums contributed to the purchase of a new easy-up tent that will be utilized by Honor Guard and Pipes & Drums for numerous events, including the recent IAFF Fallen Firefighter Memorial in Colorado Springs.

Special Operations

Training

- In February, many of our GRFD Special Operations members were able to participate in an Emergency Building Shoring (EBS) class, which was taught by the Region. This 3-day, state certified class provided our members with the knowledge, skills, and abilities to construct wooden and engineered shoring systems at structural collapse scenes due to natural disaster or man-made incidents.

Calls

- On Sunday, February 19th, 377 units (with assistance from EN338 crew) were involved in a hiker rescue in Catalina. Patient sustained a leg injury while hiking on a trail near the Miraval Resort. The patient was unable to put any weight on the injured leg. Upon patient contact, crews were able to provide care, load onto a stokes basket, and wheel off of the trail to an extraction point for transport.

Goldier Ranch in the Community

- **Coordinated multiple events throughout the community:**
 - Life Beyond Books events
 - Oro Valley Tournament for Project Graduation (raises money to keep high school graduates from drinking and driving on graduation night)
 - Recruited Goldier Ranch Fire crews to take part in Feed My Starving Children meal packing event
 - Multiple Love of Reading events at several schools
 - KGUN 9 interview with Technical Rescue Team
 - Took part in first responders appreciation breakfast
- **Highlighted great work by crews on social media:**
 - Video post on quickly-contained brush fire
 - Fire contained (posted dash cam video)
 - Hiker rescue

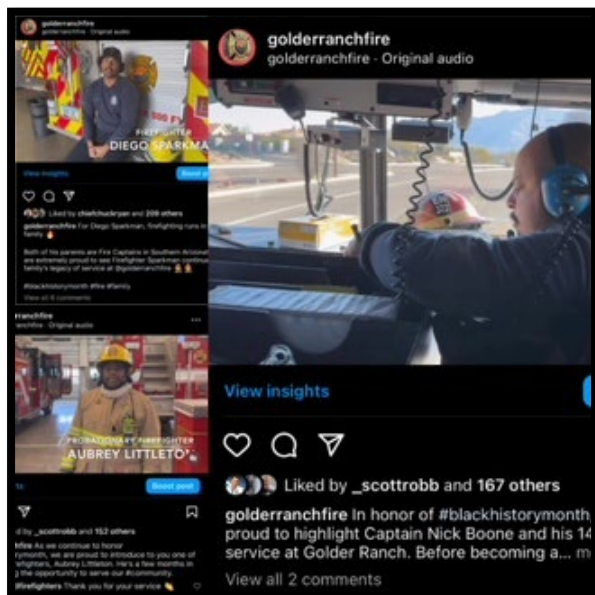


- Station 373 stopped by to wish a 90-year-old Saddlebrook resident a happy birthday
- Created video showcasing crews interacting with middle school students during a Life Beyond Books event
- Created video highlighting our Wildland team training
- Designed graphic with job openings on social media
- Sent out press release on Board Member Richard Hudgins' death to various media outlets
- Honored Black History Month with multiple videos on social media
- Engagement continues to increase on Facebook, Instagram, and Twitter



- **Future projects and community events:**

- Change of Command Ceremony press release, invitations and social media posts
- Second planning meeting for Public Safety Day with Tucson Fire
- Guns and Hoses Kickball Tournament on March 25th (benefits Project Graduation)
- Working on social media posts highlighting our women firefighters for Women's History Month
- Continuing to work with the Human Resources Department on promoting job openings within the District
- News From The Ranch



Golder Ranch Fire District Call Load Breakdown

February 2023

CALL TYPE	370	372	373	374	375	376	377	378	379	380	TOTAL
Aircraft											0
Brush / Vegetation				1				1			2
Building											0
Electrical / Motor											0
Fires - All Other						2	1			1	4
Gas Leak				1	1						2
Hazmat											0
Trash / Rubbish											0
Unauthorized Burning											0
Vehicle											0
Total Fire	0	0	0	2	1	2	1	1	0	1	8
Animal Problem											0
Animal Rescue											0
Assist -Other	11	3	52	21	13	11	7	21	9	7	155
Battery Change	1	4	9	2	3			6	2		27
Bee Swarm											0
Defective Appliance											0
Invalid Assist	1	2	15	1	5	8	12	5	11	13	73
Snake	1	2	3		2	3		1		1	13
Lockout	2									1	3
Fire Now Out	1								1		2
Total Service Calls	17	11	79	24	23	22	19	33	23	22	273
Alarms (Fire, Smoke, CO)	5	1	2	5		5	2		7	6	33
Cancelled / Negative	4		4	3	5	3	7		8	10	44
Smoke / Odor Invest.	1			1	8	4	1		2	1	18
Total Good Intent	10	1	6	9	13	12	10	0	17	17	95
Motor Vehicle Accident	3		2		2	5	7	3	2	4	28
Rescue-high, trench, water	1				1						2
Interfacility Transport	1		1		2	1					5
All Other EMS Incidents	74	16	101	79	94	66	106	31	130	131	828
Total EMS Type	79	16	104	79	99	72	113	34	132	135	863
TOTAL ALL	106	28	189	114	136	108	143	68	172	175	1239
Percentage of Call Load	9%	2%	15%	9%	11%	9%	12%	5%	14%	14%	100%
Average Calls Per Day	3.79	1.00	6.75	4.07	4.86	3.86	5.11	2.43	6.14	6.25	44.25
Patients Transported			528								
Last 12 Month Call Load			19149								
Last February Call Load			1178								

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Randy Karrer, Fire Chief

DATE: March 21, 2023

SUBJECT: AUTHORIZATION OF THE GRFD GOVERNING BOARD TO ADVERTISE FOR THE
VACANT GRFD GOVERNING BOARD POSITION

ITEM #: 8A

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 the GRFD Governing Board to authorize recruitment to fill the vacancy on the GRFD Governing Board.

RECOMMENDED MOTION

Motion to authorize the advertisement of the vacant GRFD Governing Board position.

GOLDER RANCH FIRE DISTRICT BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Tom Brandhuber, Appointed Fire Chief

DATE: March 21, 2023

SUBJECT: APPOINTMENT OF HUMAN RESOURCES DIRECTOR ALLISON DELONG TO THE GRFD
PSPRS LOCAL PENSION BOARD

ITEM #: 8B

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

Pursuant to A.R.S. §38-847.3 the local board shall be constituted as the chairperson of the fire district governing board or the chairperson's designee, two members elected by secret ballot by members employed by the fire district and two citizens appointed by the chairperson of the fire district governing board, one of whom is a resident of the fire district and one of whom has experience in personnel administration but who is not required to be a resident of the fire district.

RECOMMENDED MOTION

Motion to appoint GRFD Human Resources Director, Allison Delong as the GRFD PSPRS Local Pension Board member as the administrative personnel representative and replacement of outgoing Fire Chief Randy Karrer.

GOLDER RANCH FIRE DISTRICT

BOARD COMMUNICATION MEMORANDUM

TO: Governing Board

FROM: Michael Price, Division Chief of Logistics

DATE: March 21, 2023

SUBJECT: DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF RESOLUTION 2023-0003 TO DECLARE A DISTRICT ITEM AS SURPLUS AND DIRECTION TO STAFF TO ADD THE DECLARED SURPLUS ITEM TO A PUBLIC AUCTION SITE OR SELL TO A NEIGHBORING OR MUTUAL AID FIRE DISTRICT, DEPARTMENT OR EMERGENCY SERVICE PROVIDER

ITEM #: 8C

REQUIRED ACTION: ☐ Discussion Only ☒ Formal Motion ☒ Resolution

RECOMMENDED ACTION: ☒ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

The Golder Ranch Fire District Fleet and Logistics Division follows a vehicle replacement plan, which as vehicles exceed mileage or years of service, they are replaced. This agenda item is to approve the sale of one 1999 Pierce Saber Engine. This vehicle is on the replacement list as the District receives new apparatus from KME.

The vehicle is in poor condition due to age, mileage, and hours. Purchased in 2011, the vehicle received a remanufactured engine in 2017 and provided excellent service to the District during its life. All equipment, including the emergency lighting, has been removed and used appropriately within the District.

There are two district/departments interested in the vehicle; pricing or an offer has not been established, all known repairs and condition of the vehicle shall be communicated to the interested parties prior to sale.

RECOMMENDED MOTION

Motion to approve Resolution 2023-0003 declaring unit 1111 as surplus to the needs of the District and direction for staff to place the item on the public auction site or sell to a neighboring or mutual aid fire district, department or emergency service provider.



GOLDER RANCH FIRE DISTRICT

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

Chief Randy Karrer

RESOLUTION NO. 2023-0003

A RESOLUTION OF THE GOVERNING BOARD OF THE GOLDER RANCH FIRE DISTRICT DECLARING THE LISTED ITEM AS SURPLUS AND DIRECTION TO STAFF TO DISPOSE OF THE DECLARED SURPLUS ITEM IN SUCH A WAY THAT BEST MEETS THE NEEDS OF THE DISTRICT

The Golder Ranch Fire District Governing Board hereby adopts and sets forth the following Resolution:

WHEREAS, the Golder Ranch Fire District is a fire district and political subdivision of the State of Arizona, and is duly organized and existing pursuant to the constitution and laws of the State; and

WHEREAS, the Golder Ranch Fire District is the owner of the list of District property as described in Exhibit A, attached to this document, as surplus to the needs of the District; and

WHEREAS, the Golder Ranch Fire District has determined that the items listed in Exhibit A are no longer of any value to the District, do not serve a useful function and are not required for the continued effective operation of the District.

NOW, THEREFORE, BE IT RESOLVED; the Governing Board of the Golder Ranch Fire District declares the item listed on Exhibit A, attached to this resolution, as surplus property and is no longer of need to the District; and

BE IT FURTHER RESOLVED that the Golder Ranch Fire District Governing Board directs staff to dispose of such declared items in a way that best meets the needs of the District in accordance with state statutes.



GOLDER RANCH FIRE DISTRICT

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

Chief Randy Karrer

ADOPTED AND APPROVED on this 21st day of March 2023, at a duly noticed public meeting of the Golder Ranch Fire District Governing Board.

Vicki Cox-Golder
Chairperson of the Governing Board
of the Golder Ranch Fire District

ATTEST:

Wally Vette
Clerk of the Governing Board
of the Golder Ranch Fire District

Exhibit A

GOLDER RANCH FIRE DISTRICT

Item To Be Declared As Surplus

Unit: 1111, 1999 Pierce Saber Engine, 168,500 miles, 21,590 hours

VIN: 4PCIT02UXA001406



**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Dave Christian, Finance Director

DATE: March 21, 2023

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

ITEM #: 8D

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 2/1/2023 Through 2/28/2023

Account Code	Account Title	Current Period Budget	Current Period Actual	YTD Budget	YTD Actual
5000	Labor/Benefits/Employee Development	2,323,237.36	2,357,943.38	22,244,640.60	22,176,301.52
6000	Supplies/Consumables	125,700.74	28,454.53	1,173,601.90	849,086.75
6500	Vehicle / Equipment Expense	91,084.47	30,765.13	736,615.76	490,364.24
6750	Utilities / Communications	45,362.36	32,124.72	369,014.08	280,974.51
7000	Professional Services	155,150.99	48,712.17	1,145,284.59	779,516.52
7500	Dues/Subscriptions/Maint. Fees	32,965.83	20,426.82	340,905.99	269,331.55
7750	Insurance	0.00	0.00	132,396.00	141,378.05
8000	Repairs / Maintenance	51,505.70	31,488.35	400,545.60	317,552.09
9000	Debt Service	271,174.00	305,632.36	1,189,894.00	1,447,474.67
9500	Capital Outlay	54,916.67	132,101.02	1,905,673.36	1,473,805.90
Report Difference		(3,151,098.12)	(2,987,648.48)	(29,638,571.88)	(28,225,785.80)

**GOLDER RANCH FIRE DISTRICT
BOARD COMMUNICATION MEMORANDUM**

TO: Governing Board

FROM: Shannon Ortiz, Board Services Supervisor

DATE: March 21, 2023

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: March 21, 2023

SUBJECT: Call to the Public

ITEM #: 10

REQUIRED ACTION: ☒ Discussion Only ☐ Formal Motion ☐ Resolution

RECOMMENDED ACTION: ☐ Approve ☐ Conditional Approval ☐ Deny

SUPPORTED BY: ☒ Staff ☒ Fire Chief ☐ Legal Review

BACKGROUND

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

RECOMMENDED MOTION

No motion is necessary for this agenda item.