



**MINUTES**  
**AVRA VALLEY FIRE DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Meeting Date:** Friday, November 14, 2014  
**Meeting Time:** 9:00 AM  
**Location:** 15790 W. Silverbell Road, Marana, AZ 85653

***Recording On.***

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 9:04 AM.
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** The roll was called by Secretary Palmquist. In attendance:

Chairman Castaneda, Jr.	Chief Delfs
Vice-Chair Aleyna Lassen	Assistant Chief Klein
Clerk Sara Bauer	Lorrie Palmquist, Finance/Admin Manager
Director Eric Neilson	
Director Brian Horch (excused)	Counsel Wencker (present by phone)

Union President, Captain Beatty, was also in attendance.

- 4) **Recognition of Personnel** **Brett Moffitt, Firefighter/Paramedic**

Chief Delfs introduced FF/Pparamedic, Brett Moffitt. Mr. Mofitt spent the summer as a member of the Northwest Hotshots team. We are proud to welcome him to the Avra family.

- 5) **Approval of Minutes from the Regular Board Meeting held October 28, 2014**

Vice-Chairman Lassen motioned to approve the minutes from the regular Board meeting held October 28, 2014. Director Neislson seconded. *Motion carried unanimously, 4:0.*

- 6) **Call To The Public** **NONE**

- 7) **Announcements, Current Events & Correspondence**

- Chief Delfs announced that Lorrie recently obtained the Chartered Global Management Accountant (CGMA) designation
- Annual Awards & Holiday Gathering - Friday, December 12 at Road Runner Elementary School. The event will be held from 5 – 8 PM and will be catered by El Molinito.
- Captain Beatty announced that the firefighters are diligently working to obtain funding for the Adopt-a-Family program. The Union has applied for 501(c)3 status.
- AFDA Conference – The conference will be in January 2015 in Laughlin. Registration will be available soon.

## 8) Review, Discussion and possible Action regarding Election of Board Officers

Chairman Castaneda swore in Directors Aleyna Lassen and Eric Neilson, offering thanks for committing to another four years of service to the District.

### a. Board Chairman

Director Lassen nominated Luis Castaneda, Jr, for Chairman of the Board. Director Neilson seconded. Mr. Castaneda accepted the nomination. The Chairman called for additional nominations. None were received. Director Lassen motioned that Luis Castaneda, Jr., be appointed by acclamation to the position of Chairman of the Board. Director Neilson seconded. **Motion carried unanimously, 4:0**

### b. Board Vice-Chairman

Director Neilson nominated Aleyna Lassen for Vice-Chairman of the Board. Chairman Castaneda seconded. Ms. Lassen accepted the nomination. The Chairman called for additional nominations. None were received. Chairman Castaneda motioned that Aleyna Lassen be appointed by acclamation to the position of Vice-Chairman of the Board. Director Neilson seconded. **Motion carried unanimously, 4:0**

### c. Board Clerk

Director Lassen nominated Eric Neilson for Clerk of the Board. Chairman Castaneda seconded. Mr. Neilson accepted the nomination. The Chairman called for additional nominations. None were received. Vice-Chairman Lassen motioned that Eric Neilson be appointed by acclamation to the position of Clerk of the Board. Chairman Castaneda seconded. **Motion carried unanimously, 4:0.**

## 9) Chief's Reports

- **Chief Delfs** – training, vehicles, labor relations, personnel, stations, communications
  - Chief Delfs addressed the Board. He reported that Station 194 documents were recorded successfully, and offered many thanks to the attorneys involved. He commented that the building officially became part of the District on November 12, 2014.
  - The Chief also reported that per Board instruction, staff has almost completed demolition of the Halberg Park. Chairman Castaneda opined that this is the most responsible handling of the park area, especially in light of most recent news topics relating to unsafe playgrounds.
  - The Chief also reported that the the District can begin to schedule group training sessions per the AVOCA Counseling Services agreement.
  - The State Mutual Aid Compact has been signed by the District and accepted.
- **Chief Klein** - operations and response times

Assistant Chief Klein addressed the Board. He stated that the District continues to meet both our SORC reponse times and our CON response times.

**10) Review, Discussion and possible Action to approve the October 2014 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.**

Vice-Chairman Lassen motioned to approve the October 2014 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Director Neilson seconded.

***Motion carried unanimously, 4:0.***

**11) Review, Discussion and possible Action regarding the building projects**

Chief Delfs addressed the Board, restating that the contractors are finished and Station 194 now belongs to the District. Assistant Chief Klein is building lockers in the dormitories and we will address window coverings soon. Some furniture has been donated by Pulte. We are moving quickly to put a crew at the Station and begin running calls. An OpenHouse has tentatively been scheduled for January 10, 2015. Details will follow. Station 192 plans have been submitted to Pima county. We are hoping to get permits soon and break ground as soon as possible. Chairman Castaneda expressed thanks to the team!

**12) Reports of Board Members and Staff**

NONE.

**13) Review, Discussion and Possible Action Regarding Intergovernmental Agreement Between: Drexel Heights Fire District, Golder Ranch Fire District, Green Valley Fire District, Northwest Fire District, Picture Rocks Fire District, Avra Valley Fire District, Rincon Valley Fire District, City of Tucson Fire Department, and Pima County, on behalf of the Pima County Office of Emergency Management and Homeland Security, to allow for emergency response by a hazardous materials team within Pima County, Arizona.**

Chief Delfs addressed the Board commenting that this IGA has been in place in the past which allowed several districts to work together. Avra has had a backseat in the past, but now will add a new level of expertise to the group. The Chief commented that other districts want this IGA in place specifically to address training and certification in addition to response readiness.

Vice-Chairman Lassen motioned to approve the Intergovernmental Agreement Between Drexel Heights Fire District, Golder Ranch Fire District, Green Valley Fire District, Northwest Fire District, Picture Rocks Fire District, Avra Valley Fire District, Rincon Valley Fire District, City of Tucson Fire Department, and Pima County, on behalf of the Pima County Office of Emergency Management and Homeland Security, to allow for emergency response by a hazardous materials team within Pima County, Arizona. Director Neilson seconded. ***Motion carried unanimously, 4:0.***

**14) EXECUTIVE SESSION:**

**The Board may convene in Executive Session to discuss with legal counsel, the proposed Intergovernmental Ambulance Transportation Agreement Between Northwest Fire District and Avra Valley Fire District and/or to discuss the application for a certificate of necessity submitted by the Northwest Fire District to the Arizona Department of Health Services.**

Vice-Chairman Lassen motioned to adjourn to Executive Session to discuss regular Agenda item (14). Chairman Castaneda added a friendly amendment to the motion to state those in attendance at the Executive Session will include the 4 Board members present, the Fire Chief, the Assistant Fire Chief, District Counsel Wencker, and Secretary Palmquist. Director Neilson seconded. ***Motion carried unanimously, 4:0.*** Regular Session adjourned at 9:42 AM. ***Recording Off.***

*Regular Session reconvened at 10:29 AM.  
Recording On.*

**15) Review, Discussion and Possible Action regarding Intergovernmental Ambulance Transportation Agreement Between Northwest Fire District and Avra Valley Fire District, and to direct the Fire Chief to notify the Arizona Department of Health Services of Avra Valley Fire District's intention to oppose, not oppose, or to remain neutral on the matter of Northwest Fire District's application for a certificate of necessity, or to take other action.**

Vice-Chairman Lassen moved to approve the IGA as presented between Northwest Fire District and the Avra Valley Fire District in the matter of Northwest Fire District's application for CON and to remain neutral in the matter. Clerk Bauer seconded. *Motion carried unanimously, 4:0.*

**16) Future Agenda Items**

- Landscaping in the Halberg Park area

**17) Date of Next Board Meeting - Tuesday, December 16, 2014 at 10:00 AM**

**18) Adjournment**

Vice-Chairman Lassen motioned to adjourn the meeting. Director Neilson seconded. *Motion carried unanimously, 4:0.* Meeting adjourned at 10:34 AM.

**Recording Off.**

---

**Approved**

---

**Date**

**Board Members**

**Luis Castaneda, Jr. Aleya Lassen Sara Bauer Eric Neilson Brian Horch**

*In accordance with the Federal law and the U.S. Department of Agriculture policy, Avra Valley Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).*