

Hidden Valley Fire District
Board Meeting
September 28, 2022
VIA Zoom

1. The meeting was called to order by Chair Lee Alter at 4:32 p.m.

Board members present: Lee Alter, Greg Milward

Board members absent: Penny Larkin

District residents present: Charlotte Mulligan
Richard Flores

Others Present: Thomas Benavidez, Esq
District Legal Counsel

Karl Isselhard, Chief, Rural Metro
Jay Karlik, Assistant Chief, Rural Metro

2. Call to the Public

Chair Alter opened the meeting to public comment. He recognized Charlotte Mulligan. Ms. Mulligan asked for clarification regarding the HVFD election process. She also asked for information on the process to be considered for appointment to the HVFD. Chair Alter informed Ms. Mulligan that her question would be addressed later in the meeting.

Chair Alter recognized Rickard Flores. Mr. Flores inquired as to the position of the board on the ballot initiative regarding additional funding for Fire Districts. Chair Alter stated that the board has not and will not take a position on the matter since the board is a public body and cannot take a position on matters of this nature.

3. Approval of Minutes

Chair Alter made a motion to approve the Minutes of the July 28, 2022 meeting. The Motion was seconded by Mr. Milward. Motion carried unanimously.

4. Fire Chief's Report to the Board

Chair Alter recognized Rural Metro Fire Chief Karl Isselhard for his report. Chief Isselhard presented his report and reported on progress in getting the reports done and to the HVFD in a timely manner. He anticipates getting future reports to HVFD by the second week of the month.

Chief Isselhard reported that there were three emergency calls reported. He discussed response times and efforts that are being made to bring the response times down to the seven minute threshold contained in the HVFD contract.

Chair Alter stated that the response time called for in the contract has been the same in previous contract. Chair Alter presented a graph he compiled that presents historical data regarding emergency call response times. He and Mr. Milward also reported on drive tests they undertook to determine drive time from the station on Kolb Road to their respective communities (Hidden Valley and Sabino Mountain).

Chair Alter opened the meeting to Public Comment on the report presented by Chief Isselhard. Ms. Mulligan raised concerns regarding emergency call response times. Chief Isselhard assured Ms. Mulligan that Rural Metro takes this matter seriously and is diligently working to address the matter.

Mr. Flores had no comment.

5. Board Member election update

Chair Alter moved onto the next agenda item and discussed the upcoming vacancy on the HVFD Board of Directors. Since there were no candidates filing necessary documents to get on the ballot for the November election, Pima County has cancelled the election. Mr. Alter reported that the HVFD Board of Directors has 90 days from the date of the election to appoint an individual to fill the vacancy. Mr. Alter reviewed the qualifications for anyone desiring to be considered.

Mr. Milward made a motion that was second by Chair Alter to direct Chair Alter, in consultation with Mr. Benavidez to develop and distribute a form for interested individuals to complete and return before the next meeting of the Board of Directors. The motion carried unanimously,

6. Administrative Services

Mr. Alter moved to the next agenda item and provided an overview of the work that is required to maintain compliance with rules, regulations and state statutes regarding the operation of a Fire District.

Mr. Alter raised the possibility of the HVFD securing the services of an administrator that would assume duties of managing the day-to-day affairs of the Fire District. Mr. Alter identified one possible individual, as well as two fire district that provide administrative services.

Chair Alter asked if there was any public comment. There was none.

Mr. Milward made a motion that was seconded by Chair Alter that directs the Chair and Legal Counsel to draft a Request for Proposal for administrative services. Motion Carried.

An update regarding the possibility of hiring a part-time administrator will be an item on the November agenda.

7. Future Agenda Items

The following items were identified as agenda items for the next meeting of the Board of Directors:

- a. Rural Metro Report - Chief Karl Isselhard or designee
 - b. Appointment of Director to fill vacant position on the Board of Directors
 - c. Discussion and possible action regarding Administrative Services
8. The next meeting of the Board of Directors will be November 16, 2022 at 4:30 p.m.
8. Chair Alter adjourned the meeting at 5:38 p.m.

Respectfully submitted,



Greg Milward
Board Clerk