

Drexel Heights Fire District

5030 S. Camino Verde, Tucson, AZ 85735

Regular Board Meeting

April 26, 2019

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:01 a.m.

II. Pledge of Allegiance

III. Roll Call

Board Members present: James Bertrand, Gary Bynum, and Laura Dailey. With three Board Members attending, a quorum is established.

Board Members absent: Charles Mendonca and Charles Zang

Staff Members present: Douglas Chappell, Fire Chief / District Administrator; Laurie Dunham, Finance / Administrative Manager; and Dane Crouse, Division Chief.

IV. Approval of Meeting Minutes

Move to approve the minutes of the Regular Board Meeting of March 22, 2019 by Ms. Dailey, second by Mr. Bynum, motion approved. (3-0)

V. Call to the Public – Comments and Questions

None

VI. Report from the Fire Chief

Chief Chappell provided a written report, which is hereby made a part of these minutes.

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing dated March 31, 2019, and the monthly financial report for the period ending March 31, 2019.

Move to approve the checks issued listing dated March 31, 2019, and the monthly financial report for the period ending March 31, 2019 by Mr. Bertrand, second by Mr. Bynum, motion approved. (3-0)

- B. Discussion only. Review and discussion concerning a proposed budget for the FY 2020.

Chief Chappell introduced the draft budget for discussion noting that the budget was now balanced and complete. Chief Chappell noted that overall, the budget meets the needs of the District and once the listed proposals are received, the budget can be finalized.

Ms. Dailey asked for clarification on payroll step system for the Education Coordinator and if there was an impact in changing to the ¾ schedule. Chief Chappell indicated that the step system was updated due to the recent changes in the minimum wage and that employees worked the same number of hours and that opposition to the change is waning.

- C. Discussion and possible action to authorize the Fire Chief to execute a Training Agreement with Emergency Medical Services University, LLC to allow students to ride along with District paramedic units. Chief Chappell noted that the District has similar agreements with other EMT and paramedic training programs and there is a set of District regulations for the participants. Chief Chappell reported that staff indicates that we have the capacity to accept the students from this organization.

Move to authorize the Fire Chief to execute a Training Agreement with Emergency Medical Services University, LLC by Mr. Bertrand, second by Ms. Dailey, motion approved. (3-0)

- D. Discussion and possible action to adopt Resolution 2019 – 08 that authorizes the execution of a multi - agency Memorandum of Agreement with the Northwest Fire District for the purpose of applying for a FEMA grant for radio equipment. Chief Chappell reported that the PCWIN Board of Directors has enlisted the assistance of the Northwest Fire District to apply for a regional grant for dual band radios and that this Agreement is a requirement of the FEMA grant application.

Move to adopt Resolution 2019 – 08 that authorizes the execution of a multi - agency Memorandum of Agreement with the Northwest Fire District by Mr. Bertrand, second by Mr. Bynum, motion approved. (3-0)

- E. Discussion and possible action to approve the publishing of a tentative budget for FY 2020; and scheduling a public hearing concerning the adoption of a final budget. Chief Chappell reported that the Board has reviewed and discussed a proposed budget for FY 2020 in March and April and that Arizona Revised Statutes require the District to publish a tentative budget at least 20 days prior to a public hearing

followed by action to adopt a budget. Chief Chappell noted that this action will allow for the publication of a tentative budget and schedule a public hearing concerning the tentative budget for May 24, 2019.

Move to approve the publishing of a tentative budget for fiscal year ending June 30, 2020; and scheduling a public hearing concerning the adoption of a final budget on May 24, 2019 by Mr. Bynum, second by Mr. Bertrand, motion approved. (3-0)

- F. Discussion and possible action to authorize the Fire Chief to initiate a purchase order to Pamblanco Painting for exterior repairs and painting at Stations 403 and 405. Chief Chappell indicated that the District's Fire Stations 403 and 405 are scheduled to have the exterior surfaces repaired and repainted and that the painting includes all painted surfaces and awnings, fencing, etc. Chief Chappell reported that the total cost for both stations is \$22,630.00.

Motion to authorize the Fire Chief to initiate a purchase order to Pamblanco Painting for exterior repairs and painting at Stations 403 and 405 by Mr. Bertrand, second by Ms. Dailey, motion approved. (3-0)

VIII. Future Agenda Items

Chief Chappell indicated that we will have a public hearing and consideration of the FY 2020 budget, consideration of the IGA with Green Valley for shared Fire Marshal services, and likely some policy amendments.

IX. Adjournment

Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (3-0) Mr. Bertrand adjourned the meeting at 9:23 a.m.

Submitted by: _____
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, May 24, 2019, 9:00 a.m.
5030 S. Camino Verde, Tucson, AZ (Classroom)