

Drexel Heights Fire District
5030 S. Camino Verde, Tucson, AZ 85735

Regular Board Meeting
December 15, 2017

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:05 a.m.

II. Pledge of Allegiance

III. Roll Call

Board Members present: James Bertrand, Gary Bynum, Laura Dailey, Charles Mendonca and Charles Zang. With five Board Members attending, a quorum is established.

Staff present: Douglas Chappell, Fire Chief; Laurie Dunham, Finance/Administrative Manager; Dane Crouse, Division Chief, and Dennis Stiegleiter, Fire Marshal.

IV. Approval of Meeting Minutes

Move to approve the minutes of the Regular Board Meeting of November 17, 2017 by Ms. Dailey, second by Mr. Bertrand, motion approved. (5-0)

V. Call to the Public – Comments and Questions

None

VI. Report from the Fire Chief

Chief Chappell recognized the retirements of Battalion Chief Hugh McCrystal and Captain Scott Bird. In addition, Chief Chappell presented Captain Bird with his 30 year service awards.

Chief Chappell provided a written report which is hereby made a part of these minutes. Chief Chappell did not have anything else or add to the written report.

VII. Pending Business

- A. Discussion and possible action to approve the Accounts Payable 06 – 18 dated December 15, 2017, and the monthly financial report for the period ending November 30, 2017.

Move to approve the Accounts Payable 06 – 18 dated December 15, 2017, and the monthly financial report for the period ending November 30, 2017 by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)

- B. Discussion and possible action to accept the Fiscal Year 2017 annual audit as prepared by the accounting firm of Beach Fleischmann. Ms. Lydia Hunter and Mr. Eric Meneval of Beach Fleischmann presented the audit report to the Board and provided an overview of the report. Mr. Meneval pointed out that due to a recent merger, the firm name is changing to Wipfli but that this change will not affect the audit team, fees or services from the previous year. The PowerPoint presentation is hereby made a part of these minutes.

Move to accept the Fiscal Year 2017 annual audit by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

- C. Discussion and possible action to authorize the Board Chair to execute an Agreement for E.M.S. Billing Services with Mediclaim Data Services, Inc. Chief Chappell reported that the District has utilized the services of Mediclaim Data for Emergency Medical Services billing for more than 13 years and that the current agreement expires on December 31, 2017. Chief Chappell noted that staff has reviewed the proposed agreement which maintains the fee at the current 8.75% for the proposed three year agreement and that staff recommends approval of the agreement.

Ms. Dailey pointed out a minor typo in Attachment A. Chief Chappell indicated he would get the typo corrected.

Move to authorize the Board Chair to execute an Agreement for E.M.S. Billing Services with Mediclaim Data Services, Inc., by Mr. Bynum, second by Mr. Mendonca, motion approved. (5-0)

- D. Election of Governing Board Chairperson and Clerk of the Board. Chief Chappell indicated that in accordance with the District's bylaws, each December the Governing Board must have an election to select a Chairperson and a Clerk of the Board who, once elected, will serve one year terms, commencing on January 1st.

Move to elect James Bertrand as the Board Chairperson by Ms. Dailey, second by Mr. Bynum, motion approved. (5-0)

Move to elect Gary Bynum as Clerk of the Board by Ms. Dailey, second by Mr. Zang, motion approved. (5-0)

VIII. Future Agenda Items

Mr. Bertrand asked that Chief Chappell provide an overview of the plan for the bond projects. Chief Chappell indicated he will get a report prepared for the meeting.

Chief Chappell reported that he is waiting for a few items to come in, but as of now he is unsure what he may have for the January agenda.

IX. Adjournment

Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0) Mr. Bertrand adjourned the meeting at 9:34 a.m.

Next Scheduled Meeting: Friday, January 26, 2018, 9:00 a.m.
5030 S. Camino Verde, Tucson, AZ (Classroom)

Submitted by: _____
Gary Bynum, Clerk of the Board