

# ***Drexel Heights Fire District***

5030 S. Camino Verde, Tucson, AZ 85735

## Regular Board Meeting

February 22, 2019

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:06 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.

**Board Members absent:** None

Staff Members present: Douglas Chappell, Fire Chief / District Administrator; 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 January 25, 2019 by Ms. Dailey, second by Mr. Mendonca, motion approved. (5-0)***

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 January 31, 2019, and the monthly financial report for the period ending January 31, 2019.

Chief Chappell noted that this payment listing reflects the FY 2019 transfer from the General Fund accounts into the Capital Reserve Fund.

***Move to approve the checks issued listing dated January 31, 2019, and the monthly financial report for the period ending January 31, 2019 by Mr. Bertrand, second by Mr. Zang, motion approved. (5-0)***

- B. Discussion and possible action to adopt Resolution 2019 – 06 that authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with Pima County and City of Tucson for backup 9-1-1 Operations. Chief Chappell indicated that the District on behalf of the Valley Emergency Communications Center (VECC) has an existing backup 9-1-1 agreement with the City of Tucson and Pima County. Chief Chappell noted that the VECC has agreed to cover the expense of a fourth 9-1-1 console at PECOC for Tucson Fire use as a backup to their operations at Thomas Price Center and the City of Tucson has a similar system in place for the VECC at Thomas Price and that this is an updated agreement due to a change in the maintenance format with CenturyLink.

***Move to adopt Resolution 2019 - 06 that authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with Pima County and City of Tucson for backup 9-1-1 Operations by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- C. Discussion and possible action to authorize the Fire Chief to terminate the District's credit card program with Bank of America and enter the District into a new credit card program with Zion's Bank and its affiliates, and authorize the Fire Chief to execute all necessary program agreements and other documents to implement the new program. Chief Chappell reported that the District's staff has reviewed a proposal from Zion's Bank (National Bank of Arizona) for a new credit card program, and that this program would provide Visa cards to authorized individuals with the restrictions as specified by the District. One positive part of these cards is that they will provide the District cash back refunds on purchases. Chief Chappell noted that the District's current credit card vendor, Bank of America, has not been responsive to inquiries about change in the card program, and this new credit card option offers benefits to the District that the current card does not.

***Move to authorize the Fire Chief to terminate the District's credit card program with Bank of America and enter the District into a new credit card program with Zion's Bank and its affiliates, and authorize the Fire Chief to execute all necessary program agreements and other documents to implement the new program by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)***

- D. Discussion and possible action to approve Resolution 2019 – 07, which adopts Board Policy 205.5 – Federal Grant Requirements. Chief Chappell noted that a recent audit by Pima County regarding our Community Development Block Grant program revealed that the District did not have this policy in place, which is required by the Federal Government when receiving and using federal funds. Chief Chappell reported that the District has followed this procedure over the years, but the Policy needs to be added to our manual.

***Move to approve Resolution 2019 – 07, which adopts Board Policy 205.5 – Federal Grant Requirements by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)***

VIII. Future Agenda Items

Chief Chappell hopes to have the first draft of the FY 2020 budget ready for discussion.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)*** Mr. Bertrand adjourned the meeting at 9:16 a.m.

**Submitted by:** \_\_\_\_\_  
Gary Bynum, Clerk of the Board

Next Scheduled Meeting: Friday, March 22, 2019, 9:00 a.m.  
5030 S. Camino Verde, Tucson, AZ (Classroom)