

# ***Drexel Heights Fire District***

5030 S. Camino Verde, Tucson, AZ 85735

## Regular Board Meeting

June 28, 2019

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, Laura Dailey, Charles Mendonca and Charles Zang.** With four Board Members attending, a quorum is established.

**Board Members absent:** Gary Bynum

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

IV. Approval of Meeting Minutes

**Move to approve the minutes of the Regular Board Meeting of May 24, 2019 by Ms. Dailey, second by Mr. Mendonca, motion approved. (4-0)**

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.

Mr. Bertrand asked about the fire extinguisher demo unit mentioned in the report. Chief Chappell described the unit that the District was seeking a grant to purchase.

VII. Pending Business

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

***Move to approve the checks issued listing dated May 31, 2019, and the monthly financial report for the period ending May 31, 2019 by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)***

- B. Discussion and possible action to adopt Resolution 2019 – 14 which declares August as “Drowning Impact Awareness Month” in the District. Chief Chappell noted that Manager Koslowski has requested that the District adopt this Resolution in recognition of the importance of the issue and to spread awareness of the impact of drowning and how it can be prevented.

***Move to adopt Resolution 2019 – 14 which declares August as “Drowning Impact Awareness Month” in the District by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)***

- C. Discussion and possible action to adopt Resolution 2019 – 15 which authorizes the execution of an Intergovernmental Agreement for administrative related services with Corona de Tucson Fire District. Chief Chappell reported that the District has begun providing administrative support for the Corona de Tucson Fire District and the trials have gone well. Chief Chappell indicated that the services initially are payroll processing, but the lack of administrative support within the Corona de Tucson Fire District could lead to other support services and that this is a one-year agreement.

***Move to adopt Resolution 2019 – 15 which authorizes the execution of an Intergovernmental Agreement for administrative related services with Corona de Tucson Fire District by Mr. Bertrand, second by Mr. Mendonca, motion approved. (4-0)***

- D. Discussion and possible action to adopt Resolution 2019 – 16 which authorizes the execution of an Intergovernmental Agreement with Pima County Community College District for educational programs. Chief Chappell reported that the current two-year agreement will expire on June 30, 2019 and this new two-year agreement allows for coordinated education programs and for EMT and paramedic class participants to ride in District ambulances.

***Move to adopt Resolution 2019 – 16 which authorizes the execution of an Intergovernmental Agreement with Pima County Community College District for educational programs by Mr. Bertrand, second by Mr. Zang, motion approved. (4-0)***

- E. Discussion and possible action to authorize the issuance of a purchase order on behalf of the Valley Emergency Communications Center for the replacement of computer hardware. Chief Chappell noted that as the District did for our computer network systems, the VECC must replace the desktop computers to allow for the Windows 10 upgrade. Chief Chappell reported that the VECC/District solicited proposals from Silverado Technologies and Pima County for the project, and that Silverado's proposal was by far the low proposal meeting specifications with an anticipated cost for this project at \$34,000.00.

***Move action to authorize the issuance of a purchase order on behalf of the Valley Emergency Communications Center for the replacement of computer hardware by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)***

- F. Discussion and possible action to direct the Fire Chief to cast an election ballot in the Arizona Fire District Association election. Chief Chappell indicated that AFDA elections are taking place between June 3, 2019 and July 18, 2019. Chief Chappell noted that the election will select the President, and that the lone candidate for President is incumbent Mary Dalton (Arizona Fire & Medical Authority).

***Move to instruct the Fire Chief to cast the District's ballot in the AFDA election for Mary Dalton for President by Mr. Bertrand, second by Mr. Mendonca, motion approved. (4-0)***

- G. Discussion and possible action to authorize the issuance of a purchase order for the replacement of two vehicles. Chief Chappell reported that the FY 20 Capital Reserve budget provides funding for the replacement of two vehicles, a 1995 public education truck (which was a hand down from HazMat via Pima County) and is overdue for replacement. Chief Chappell reported that staff is downsizing that unit to a Ford Transit Cargo van. Chief Chappell indicated that the second vehicle to be replaced is a staff SUV, and that unit is being replaced with a Ford Explorer. Chief Chappell indicated that the vehicles being purchased are being acquired using the state purchase contract provisions.

***Move to authorize the issuance of a purchase order to Jim Click Ford for the replacement of two vehicles under the FY 20 Capital Reserve budget by Mr. Bertrand, second by Mr. Zang, motion approved. (4-0)***

- H. Discussion and possible action to adopt Resolution 2019 – 17 which authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with the Pascua Yaqui Tribe for event standby services. Chief Chappell reported that this IGA establishes the fees the District will charge for EMS standby at events at the Casino Del Sol Resort including the AVA Amphitheatre. Chief Chappell noted that the District performed such services under the previous Agreement, which expires on June 30,

2019, and that the fees charged were established to insure the District recovers its costs for the standbys, for the term of the new two-year period.

***Move to adopt Resolution 2019 – 17 which authorizes the Board Chair and Clerk to execute an Intergovernmental Agreement with the Pascua Yaqui Tribe for event standby services by Mr. Bertrand, second by Ms. Dailey, motion approved. (4-0)***

VIII. Future Agenda Items

No items were requested by Board Members.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bertrand, second by Mr. Mendonca, motion approved. (4-0)*** Mr. Bertrand adjourned the meeting at 9:25 a.m.

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

Next Scheduled Meeting: Friday, July 26, 2019, 9:00 a.m.  
5030 S. Camino Verde, Tucson, AZ (Classroom)