

# ***Drexel Heights Fire District***

5030 S. Camino Verde, Tucson, AZ 85735

Regular Board Meeting  
November 16, 2018

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:00 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 October 26, 2018 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 provided a written report, which is hereby made a part of these minutes.

Mr. Bertrand asked when we expect to get the new cardiac monitor / defibrillators? Chief Chappell reported they were ordered on November 15, 2018 with delivery in about 90 days. Mr. Bertrand verified that all of the units would be alike. Chief Chappell reported that they were identical.

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing dated October 31, 2018, and the monthly financial report for the period ending October 31, 2018.

***Move to approve the checks issued listing dated October 31, 2018, and the monthly financial report for the period ending October 31, 2018 by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- B. Discussion and possible action to adopt the draft Board Meeting schedule for 2019. Chief Chappell noted that staff had prepared a draft schedule for Board Meetings in 2019, which keeps the meetings on the fourth Friday monthly, except in December when the meeting would take place on the third Friday.

***Move to adopt a Board Meeting schedule for 2019 as presented by Mr. Bertrand, second by Mr. Mendonca, motion approved. (5-0)***

- C. Discussion and possible action to appoint Randy Trowbridge to the Local Public Safety Personnel Retirement System Board. Chief Chappell reported that as part of the District's participation in the Public Safety Personnel Retirement System (PSPRS) the District is required to have a local PSPRS Board and that the membership of that Board includes two citizens at large. Chief Chappell indicated that Mr. Trowbridge has expressed an interest in continuing to serve. The term of office on the Board is four years.

***Move to appoint Randy Trowbridge to the Local Public Safety Personnel Retirement System Board for a term of December 1, 2018 through November 30, 2022 by Mr. Bertrand, second by Mr. Zang, motion approved. (5-0)***

- D. Discussion only concerning the Governing Board's priorities for the staff to consider in the development of the FY 2020 budget. Chief Chappell reported that staff is seeking input from Governing Board Members concerning their priorities for the FY 2020 budget. Chief Chappell noted that this item is discussion only and no action is expected at this meeting.

No specific priorities were provided by Board Members.

- E. Discussion and possible action to declare Shop 1202 (2012 Type I Ambulance) surplus and authorize the Fire Chief to dispose of the unit in a manner that is in the best interest of the District. Chief Chappell reported that with the purchase of the 2019 Type 1 ambulance, the 2012 ambulance (1FDRF3GT5CEB55296) is no longer needed and no longer serves a purpose for the District. Chief Chappell is seeking the authorization to dispose of the unit, which will be removed from service as soon as the 2019 is in service.

***Move to declare Shop 1202 surplus and authorize the Fire Chief to dispose of the unit in a manner that is in the best interest of the District by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)***

- F. Swearing In of recently appointed Board Members. Chief Chappell noted that following the cancellation of the election by the Pima County Board of Supervisors, the following were appointed to the Governing Board for a term starting on December 1, 2018 through November 30, 2022: Laura Dailey and Gary Bynum. Finance / Administrative Manager Dunham secured the notarized signatures of the Oath of Office from Ms. Dailey and Mr. Bynum.

Mr. Bertrand and Mr. Mendonca congratulated the new Board Members.

VIII. Future Agenda Items

Chief Chappell noted that the auditors would be here to present the FY 2018 Audit Report. Chief Chappell also expects to have the contract for services for the Administrative facility general contractor, and Board Officer elections will also take place.

IX. Adjournment

***Move to adjourn the meeting by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)*** Mr. Bertrand adjourned the meeting at 9:12 a.m.

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

Next Scheduled Meeting: Friday, December 21, 2018, 9:00 a.m.  
5030 S. Camino Verde, Tucson, AZ (Classroom)