



Drexel Heights Fire District

5950 S. Cardinal Avenue, Tucson, AZ 85746

“Honoring the Past - Protecting the Future”

Regular Governing Board Meeting Minutes January 28, 2022

I. Call to Order

Board Chair Bynum called the meeting to order at 9:00 a.m.

II. Pledge of Allegiance

III. Roll Call

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

Staff Members present: Douglas Chappell, District Administrator & Fire Chief; Lisa Creager, Human Resources; Chuck Wunder, Green Valley Fire Chief.

IV. Approval of Meeting Minutes

Move to approve the minutes of the Regular Board Meeting of December 17, 2021 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

Chiefs Chappell and Wunder presented the 2021 Service Awards to various employees who achieved 5, 10, 15, 20, 30 & 35 years of service in 2021. Chief Chappell provided a brief update on the staffing issues caused by COVID. Chief Chappell provided a written report which hereby made a part of these minutes.

VII. Pending Business

- A. Discussion and possible action to approve the checks issued listing and monthly financial report for the period ending December 31, 2021.

Ms. Dailey noted two expenses that were mis-coded . Chief Chappell will take care of it.

Move to approve the checks issued listing and monthly financial report for the period ending December 31, 2021 by Mr. Bynum, second by Mr. Bertrand, motion approved. (5-0)

- B. Discussion and possible action to approve Resolution 2022 – 01 authorizing the 2023 Governor’s Office of Highway Safety grant submission. Chief Chappell noted that the Governor’s Office of Highway Safety will be soliciting grant applications under the 2023 Highway Traffic Safety Plan and the District will have a qualifying request prepared at the appropriate time for submission: and this authorizing Resolution is a required part of the application.

Move to approve Resolution 2022 – 01 by Mr. Bertrand, second by Ms. Dailey, motion approved. (5-0)

- C. Discussion and possible action to authorize the Fire Chief to issue a purchase order for the repairs to Shop 0903 (2009 Pierce Pumper). Chief Chappell reported that Shop 0903 requires an In-Frame engine rebuild due to internal failure. Chief Chappell noted that oil samples have revealed that the work is required and the repairs will be performed under supervision of our Fleet Coordinator at the local Cummings repair facility.

Move to authorize the Fire Chief to issue a purchase order for the repairs to Shop 0903 by Mr. Bertrand, second by Mr. Bynum, motion approved. (5-0)

- D. Discussion and possible action to adopt Resolution 2022 – 02 concerning amendments to Board Policy 205.1 Purchasing. Chief Chappell reported that the District is in the process of updating the Board Policies concerning Finance to align the policies with current practice and the District’s purchasing software.

Move to adopt Resolution 2022 – 02 concerning amendments to Board Policy 205.1 Purchasing by Mr. Bynum second by Mr. Bertrand, motion approved. (5-0)

- E. Discussion and possible action to adopt Resolution 2022- 03 authorizing an amendment to the Intergovernmental Agreement for support of immunization programs in Pima County. Chief Chappell indicated that the Intergovernmental Agreement with Pima County to allow District support of immunizations will expire at the end of February.

Move to adopt Resolution 2022- 03 authorizing an amendment to the Intergovernmental Agreement for support of immunization programs in Pima County by Mr. Bertrand, second by Mr. Mendonca, motion approved.

VIII. Future Agenda Items

Mr. Fink indicated that he found the workshop at the Arizona Fire District Conference interesting. He noted that staffing is a huge problem at the current time. Chief Chappell supported that comment.

No items were offered by Board Members.

IX. Adjournment

Move to adjourn the meeting by Mr. Bynum, second by Mr. Bertrand, motion approved. (5-0) Mr. Bynum adjourned the meeting at 9:33 a.m.

Following Adjournment of the meeting, Board Members were invited to participate in a tour of Fire Station 401. No business or official action took place during the tour.

Next Scheduled Meeting: Friday, February 25, 2022, 9:00 a.m.
5950 S. Cardinal, Tucson, AZ

Submitted by: _____
James Bertrand, Clerk of the Board