

Valley Emergency Communications Center
Policy Board Meeting Minutes
April 14, 2017
3434 E. 22nd Street, Room 308
Tucson, AZ 85713

I. Call to Order

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

II. Roll Call

Board Members present: Mikel Shilling, James Bertrand, Chuck Wunder (telephonically) and Douglas Chappell. With four Board Members attending, a quorum is established.

Staff present: Steven Campbell, Center Manager.

III. Approval of Meeting Minutes

Move to approve the minutes of the Policy Board Meeting of January 6, 2017 Ms. Shilling, second by Mr. Bertrand, motion approved. (4-0)

IV. Staff Reports

- A. Discussion only. Report from Chief Chappell concerning the administrative functions of the VECC Co-operative. Items including: Check details for the period of December 30, 2016 through March 31, 2017 and financial reports for the period ending March 31, 2017.

Chief Chappell submitted a written report. Chief Chappell noted that the RFP for consulting recruitment services was sent out with responses due on May 1, 2017.

There were no questions from the Board.

- B. Discussion only. Report from Manager Campbell concerning the Communications Center activities.

Manager Campbell provided a written report.

Mr. Bertrand asked about the "Voice Announcement format" noted in the report. Manager Campbell reported that the format is a work in progress and

will continue to be a topic at the Operations Board level until a final approach is determined.

- C. Discussion only. Report from Captain Todd Cupell (Corona de Tucson) concerning the activities of the Operations Board.

Captain Cupell provided a written report.

There were no questions from the Board.

- V. Pending Business

- A. Discussion and possible action concerning the FY 2018 budget for the VECC.

Chief Chappell presented the FY 2018 budget information for discussion. Chief Chappell noted that the FY 2018 budget needs to be adopted by the Drexel Heights Fire District Governing Board before June 30, 2017 and that Drexel Heights will also be seeking a recommendation from Green Valley prior to consideration.

Move to authorize the Managing Administrative Principal, Drexel Heights Fire District, to approve the VECC budget for the Fiscal Year ending on June 30, 2018, as presented by Mr. Bertrand, second by Ms. Shilling, motion approved. (4-0)

- B. Discussion and possible action to recommend approval of the Subscriber Agreements for fiscal 2017 - 2018 with Arivaca, Corona de Tucson, Elephant Head, Helmet Peak, Rincon Valley and Tohono O'odham organizations. Chief Chappell provided the new agreements for the 2017 – 2018 fiscal year.

Move to authorize the Drexel Heights Governing Board to execute the agreements with Arivaca, Corona de Tucson, Elephant Head, Helmet Peak, Rincon Valley and Tohono O'odham organizations for fiscal 2017 – 2018 by Mr. Bertrand, second by Ms. Shilling, motion approved. (4-0)

- C. Discussion and possible action to elect a Vice-Chair for the coming fiscal year beginning on July 1, 2017. Chief Chappell noted that the VECC governing Intergovernmental Agreement calls for an election at the last Policy Board Meeting of the fiscal year. Chief Chappell further noted that the existing Vice-Chair automatically ascends to the Chair; and the election is to fill the Vice-Chair position for the coming year.

Move to elect Mr. Bertrand as Vice-Chair of the VECC Policy Board effective July 1, 2017 by Chief Chappell, second by Chief Wunder, motion approved. (4-0)

- D. Discussion and possible action to approve a meeting schedule for the period of July 1, 2017 through June 30, 2018. Chief Chappell presented a list of tentative meeting dates for the coming twelve month period.

Move to approve the tentative Policy Board meeting schedule for the 2017 – 2018 fiscal year by Mr. Bertrand, second by Ms. Shilling, motion approved. (4-0)

- VI. Call to the Public – Comments and Questions

None

- VII. Future Agenda Items

Ms. Shilling noted that we should have some additional information concerning the recruitment for the new Manager.

- VIII. Date and time of the next meeting

Tentative date: Friday, July 28, 2017, 9:00 a.m.
3434 E. 22nd Street, Tucson, AZ

- IX. Adjournment

Move to adjourn the meeting by Mr. Bertrand, second by Ms. Shilling, motion approved. (4-0) Board Chair Bertrand adjourned the meeting at 9:18 a.m.

Submitted by: _____
Douglas E. Chappell, Drexel Heights Fire District