

Valley Emergency Communications Center  
Policy Board Meeting Minutes  
April 6, 2018  
3434 E. 22<sup>nd</sup> Street, Room 203  
Tucson, AZ 85713

I. Call to Order

Board Chair Bertrand called the meeting to order at 9:04 a.m.

Roll Call

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

Others present: Center Manager Fortner.

II. Approval of Meeting Minutes

***Move to approve the minutes of the Policy Board Meeting of January 19, 2018 by Ms. Shilling, second by Chief Wunder, motion approved. (4-0)***

III. 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 January 1, 2018 through March 30, 2018 and financial reports for the period ending March 30, 2018.

Chief Chappell submitted a written report. There were no questions from the Board.

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

Manager Fortner submitted a written report. Mr. Bertrand asked for clarification on the extra alarm discussions ongoing. Mr. Fortner explained the process is to build out CAD and reduce the burden on incident commanders.

- C. Discussion only. Report from Division Chief Kosiorowski concerning the activities of the Operations Board.

Division Chief Kosiorowski provided a written report. There were no questions from the Board.

#### IV. Pending Business

- A. Discussion and possible action to recommend approval of the Subscriber Agreements for fiscal 2018 - 2019 with Arivaca, Corona de Tucson, Elephant Head, Helmet Peak, Rincon Valley and Tohono O'odham organizations. Chief Chappell provided the new agreements for the 2018 – 2019 fiscal year: and Chief Chappell noted that the Policy Board must authorize Drexel Heights to execute the agreements.

***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 2018 – 2019 by Chief Wunder, second by Ms. Shilling, motion approved. (4-0)***

- B. Discussion and possible action concerning the FY 2019 budget for the VECC. Chief Chappell presented the FY 2019 budget information for discussion.

***Move to authorize the Managing Administrative Principal, Drexel Heights Fire District, to approve the VECC budget for the Fiscal Year ending on June 30, 2019, as presented by Mr. Bertrand, second by Ms. Shilling, motion approved. (4-0)***

- C. Discussion and possible action to approve a meeting schedule for the period of July 1, 2018 through June 30, 2019. Chief Chappell provided the Board a tentative schedule for meeting dates for the next fiscal year for consideration.

***Move to approve the tentative Policy Board meeting schedule for the 2018 – 2019 fiscal year by Ms. Shilling, second by Chief Wunder, motion approved. (4-0)***

- D. Discussion and possible action to elect a Vice-Chair for the coming fiscal year beginning on July 1, 2018. Chief Chappell reported that the VECC governing Intergovernmental Agreement calls for an election at the last Policy Board Meeting of the fiscal year. Chief Chappell 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, 2018 by Ms. Shilling, second by Chief Chappell, motion approved. (4-0)***

V. Call to the Public – Comments and Questions

None

VI. Future Agenda Items

There were no items requested by Board Members.

VII. Date and time of the next meeting

Proposed date: Friday, July 20, 2018, 9:00 a.m.  
3434 E. 22<sup>nd</sup> Street, Tucson, AZ

VIII. Adjournment

Move to adjourn the meeting by Ms. Shilling, second by Mr. Bertrand, motion approved. (4-0) Mr. Bertrand adjourned the meeting at 9:17 a.m.

**Submitted by:** \_\_\_\_\_  
Douglas E. Chappell, Drexel Heights Fire District