

Valley Emergency Communications Center  
Policy Board Meeting Minutes  
January 6, 2017  
3434 E. 22<sup>nd</sup> Street, Room 308  
Tucson, AZ 85713

I. Call to Order

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

II. Roll Call

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

Staff present: Steven Campbell, Center Manager.

III. Approval of Meeting Minutes (October 28, 2016)

***Move to approve the minutes of the Policy Board Meeting of October 28, 2016 by Ms. Shilling, second by Chief Wunder, 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 October 1, 2016 through December 29, 2016 and financial reports for the period ending December 29, 2016.

There were no questions or comments on the written report submitted with the agenda packet.

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

Mr. Bertrand asked if there were reasons for the turnover rate in the Center. Manager Campbell indicated there are several, including changes in priorities for part-time employees and shift work. Manager Campbell indicated that the turnover rate for full-time employees is much less than the part-time ranks.

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

There were no questions or comments on the written report submitted with the agenda packet.

V. Pending Business

- A. Discussion only concerning the first draft and information concerning the FY 2018 budget for the VECC.

Chief Chappell presented the FY 2018 budget information for discussion only. Chief Chappell provided an overview of a relatively flat budget draft. Chief Chappell indicated that the Policy Board will be requested to act on the FY 2018 budget at their next meeting in April.

VI. Call to the Public – Comments and Questions

None

VII. Future Agenda Items

Chief Chappell noted that there will be several items for the next meeting including consideration of the FY 2018 budget, subscriber agreement renewals, and consideration of a proposed meeting schedule for FY 2018 and an update on the process for a search to replace the Manager.

VIII. Date and time of the next meeting

Proposed date: Friday, April 14, 2017, 9:00 a.m.  
3434 E. 22<sup>nd</sup> Street, Tucson, AZ

IX. Adjournment

***Board Chair Bertrand adjourned the meeting at 9:19 a.m.***

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