

THREE POINTS FIRE DISTRICT
11200 S. SIERRITA MOUNTAIN ROAD – PMB 328
TUCSON, ARIZONA 85736-1434
(520) 822-1086
(520) 822-1959 FAX
E-MAIL tpfd@threepointsfire.org

TPFD Regular Board Meeting
July 13, 2020 Minutes

1. **Call To Order**
The Three Points Fire District Board Regular Meeting was held Electronically through a Zoom meeting and was called to order at 6:13 pm on July 13, 2020 by Chairperson Richard Kennedy Sr.
2. **Pledge Of Allegiance** – Given by all present
3. **Roll Call Of Fire Board Members** –

Present: Richard Kennedy Sr., Board Chairperson
Tracy E. Nielsen, Board Member
Lorie Wallace, Board Member
Steve Knode, Board Member

Absent: Wendy Mattias, Board Clerk

Others Present: Tom Knapp, Fire Chief
Monica Milburg, Admin
Captain Chris Ader
Rose Knapp
4. **Call To The Public:** None
5. **Local Union 4871 Report:** The union had nothing to report.
6. **Discussion/Approval: Regular Board Meeting Minutes June 1, 2020 and Special Meeting Minutes June 15, 2020:** Steve Knode motioned to approve the June 1 Regular Meeting Minutes as written Lorie Wallace Seconded, **Motion Approved (4-0)**. Steve Knode Motioned to approve the June 13 Special Meeting minutes as written, Tracy Nielsen Seconded **Motion Approved (4,0)**
7. **Discuss/Approve June Financials:** The Financials were sent to the Board for review Prior to the meeting. Tracy Nielsen motioned to approve the June financials, Steve Knode seconded **Motion Approved (4,0)**

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8: Discuss/Approve: Engagement Letter from SC Audit and Accounting Solutions, LLC to perform and present the FY 19-20 Audit: The Board was presented with an engagement letter to secure a new Audit firm to prepare and present the Fiscal Year 19-20 Audit.. Tracy Nielsen motioned to approve and accept the engagement letter, Lorie Wallace seconded. **Motion Approved (4,0).**

9. Discuss/Approve: Changes to current Accounting Process: The Board was asked to approve a Resolution to open a new Capital Improvement account with the Pima County Treasurers Office and create a new chart of accounts in Quickbooks with updated account codes and a cleaner tracking report. **Motioned Approved (4,0)**

10. Discuss/Approve: Resolution with Northwest Fire District for Back-up Ambulance Transportation Agreement: After a brief discussion on the specifics of the agreement and circumstances that would require such an action Steve Knode motioned to approve the Resolution Lorie Wallace seconded **Motion Approved (4,0)**

11. Discuss/Approve: Employee Advance of Remaining Health Savings Account Employer Contributions: A letter was presented requesting an advance of Employer contributions of the remaining Fiscal Year. Following a brief discussion Steve Knode motioned to approve the request, Tracy Nielsen Seconded **Motion Approved (4,0)**

12: Chiefs Report: Chief Knapp’s report included COVID-19 updates, Rodent Mitigation, Training, Station Updates, vehicle donations, and Ambulance Purchase/Trades. He summarized current Wildland season assignments, as well as, Available Grants. Alternative funding is being researched and includes fee schedule for motor vehicle crashes, clean-up and stand-by fees, billing for Treat and Refer and fundraising opportunities.

13: Adjournment: Chair Richard Kennedy requested a motion to adjourn the meeting at 6:45pm, Board member Tracy Nielsen motioned, Steve Knode seconded. **Motion Approved (4,0)**

Prepared by:

APPROVED BY BOARD ACTION:

DATE: _____

Richard Kennedy, Board Chairperson

Wendy Mattias, Board Clerk