



**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Meeting Date:** Monday, November 9, 2020  
**Meeting Time:** 6:00 PM  
**Location:** 10651 S Sasabe Hwy, Tucson, AZ 85736

**1. CALL TO ORDER**

The meeting was held electronically through a Zoom meeting and was called to order at 6:05 PM by Chairman Kennedy.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**3. ROLL CALL AND CONFIRMATION OF A QUORUM**

<b>Board Members in Attendance</b>	<b>Staff Members in Attendance</b>	<b>Others in Attendance</b>
Chairman Kennedy	Chief Knapp	Rose Knapp
Clerk Mattias	Monica Milburg	
Director Wallace		
Director Nielsen		
Director Knode		

**Absent/Excused**

**4. RECOGNITION OF PERSONNEL** NONE

**5. CALL TO THE PUBLIC** NONE

**6. LOCAL UNION 4871 REPORT**

The Union is preparing for the Holiday season and is planning a Holiday drive for donations of toys, clothes or gift certificates.

**7. ANNOUNCEMENTS, CURRENT EVENTS & CORRESPONDENCE**

There were no announcements.

**8. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING THE FOLLOWING ITEMS FOR CONSENT**

Minutes from the Regular Board Meeting held on October 5, 2020

Clerk Mattias motioned to approve the Minutes as written. Director Wallace seconded.

*Motion carried unanimously, 5:0.*

**9. EXECUTIVE SESSION AS NEEDED**

**10. CHIEF'S REPORT**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: fire suppression, EMS and wildland services, response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board member's packets or by email. The Board members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.



**THREE POINTS FIRE DISTRICT**  
 10351 S Sasabe Hwy  
 Tucson, AZ 85736  
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 www.tpfd@threepointfire.org



Chief Knapp went over the slowing wildland season and the deployments to date, as well as trainings completed. The employees are continuing to be diligent in safety precautions pertaining to the pandemic. Trainings and meetings are happening electronically and safety measures are encouraged daily. Preventative maintenance on the stations is ongoing, along with necessary repairs on the buildings and vehicles. The move of the email server to G-Suite is complete and the move of the website is in progress. The District audit is going well and should be completed and delivered on time. Sherwood Forest Fire District has taken possession of the donated Excursion and holiday preparations are underway.

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE OCTOBER 2020 FINANCIAL REPORTS AND AUTHORIZE THE CHAIRMAN AND CLERK TO SIGN THE CERTIFICATE OF REVIEW**

The financials were sent to the Board for review prior to the meeting. Director Knode motioned to approve the October financials. Clerk Mattias seconded. *Motion carried unanimously, 5:0.*

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION TO EXTEND THE AGREEMENT FOR THE FIRE CHIEF TO RESIDE AT STATION 304**

After a brief discussion, Director Nielsen motioned to grant a 6-month extension. Director Wallace seconded. *Motioned carried unanimously, 5:0.*

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE RESOLUTION TO DESIGNATE APPLICANT AGENT**

Chief Knapp provided the Board with the purpose of the Applicant Agent is securing funds awarded to the District to reimburse expenses related to the pandemic. Director Wallace motioned to designate Chief Knapp as the Applicant Agent. Clerk Mattias seconded. *Motion carried unanimously, 5:0.*

**14. FUTURE AGENDA ITEMS**

The Board may not discuss or take any action on topics presented for future agendas.

**15. DATE OF NEXT BOARD MEETING**

The date of the next Board meeting December 14, 2020

**16. ADJOURNMENT**

Director Nielsen motioned to adjourn the meeting. Director Wallace seconded. *Motion carried unanimously, 5:0.* Meeting adjourned at 6:36 PM.

*Wendy Mattias*

\_\_\_\_\_  
SIGNATURE

12-14-20

\_\_\_\_\_  
DATE

**BOARD MEMBERS**

**RICHARD KENNEDY, SR.    WENDY MATTIAS    LORIE WALLACE    AMANDA HEAD    DAN TANKERSLEY**

In accordance with the Federal law and the U.S. Department of Agriculture policy, Three Points Fire District is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202)720-6382 (TDD).