



# BULLHEAD CITY FIRE DISTRICT GOVERNING BOARD MEETING MINUTES July 25, 2023

## CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 8:30 a.m. by Board Chairman Cummings, Chairman Cummings led the Pledge of Allegiance.

## ROLL CALL

Present: Board Chairman: David C. Cummings  
Board Member: Charles Moore  
Board Member: Rose Jacobs  
Board Member: Tanya Lane  
Board Member: Ellen Brown

Staff Present: Fire Chief: Patrick Moore  
Assistant Fire Chief – PPD/EMS: Forrest Taylor  
Assistant Fire Chief – Logistics: Scott Neal  
Assistant Fire Chief – Operations: Justin Flummer  
Fire Marshal – Barbie Barrett  
Administrative Manager: Paula Acker

## CORRESPONDENCE AND PRESENTATIONS

Badge pinning was presented to Firefighter Miguel Delgado.

## CONSENT AGENDA

- A. Approval of Minutes – June 27, 2023, Regular Public Meeting
- B. Acceptance of Financial Reports for June 2023  
Board Member Jacobs made a motion to approve the consent agenda as presented.  
Board member Moore seconded the motion, all were in favor and the motion carried.

## CALL TO THE PUBLIC

There was no response to the call to the public.

Firefighters' Community Report-PFFA Local 3647  
No report this month.

### Fire Chief's report

Fire Chief Patrick Moore provided an overview of the Fire Chief and operations memorandum that was provided in the Board packet today and attached to the official Governing Board meeting minutes. The following is a summary of the report given:

We currently have three individuals that are in the onboarding process for firefighter and four Civilian EMS individuals completing the onboarding process.

The executive boards of AFDA and PFFA will be meeting in August to identify common goals for the upcoming legislative session.

Personnel that returned from a 14-day wildland assignment are now back in the Prescott area after the mandatory rest period.

Chief Moore attended multiple meetings with other Fire Based EMS agencies to review DHS Rule making process for ARTICLE 9, 10 & 11 focus on ADHS mapping definition and IFT transport times.

We will present various ideas at the August Board meeting to discuss investment of the Certificates of Participation (COP)/PSPRS contingency fund.

Chief Moore thanked all who attended the AFDA/AFCA Summer Conference in Glendale in July, the event was well attended.

### Operations Report – Assistant Chief, Justin Flummer

The AFDA/AFCA July Conference Vendor Expo was very successful, with over 100 vendors.

We are now working on the AFDA Laughlin Vendor Expo for 2024.

Radio purchase from the grant that was funded by Mohave County Board of Supervisors, has been placed with Motorola with a order lead time of 30-36 weeks.

We have received portable shade structures for the training site at Station #2 and can also be used for Community Risk Reduction.

Portable bleachers have also been received for the training site.

Total call volume for June was 1014 calls for service, of which 825 were EMS, 1 Brush fire, 8 vehicle fires and 1 structure fire. The remaining calls were for service/good intent/false alarms.

### Logistics Report – Assistant Chief, Scott Neal

Station #2 Rip Rap drainage area is near completion. Willmeng Construction is currently on site for warranty work.

Station #7 permitting process for steel building architecture work is ongoing. The Median cut and traffic striping has been completed.

The Bathroom remodel at station #5 is now complete.

A new backflow preventer has been installed at station #3.

We will be using two new vendors for station supplies to replace L&M Foods who recently went out of business.

PPD/EMS Report – Assistant Chief, Taylor

In partnership with Mohave eighth graders will attend Learn the Beat 2023, last year 355 students benefited from this program.

EMS Training included Cardiology at WARMC and IV Class

CRR Report – Fire Marshal, Barbie Barrett

Reminder to the public, school starts next week. CRR will be attending an arson class being held in Prescott this week.

BUSINESS

Revision of Policy 1114-DUI

Chief Moore stated this revision fixes some of the antiquated language in the current policy. The policy now addresses other class A driving violations which the previous policy did not specifically address. There was no discussion by the Board.

Board Member Jacobs made a motion to approve Policy 1114 as presented, Board member Brown seconded the motion. All were in favor and the motion passed unanimously.

Revision of Policy 1144

Chief Moore stated this revision includes language to include discretion for the Fire Chief to place employees on Admin Leave when appropriate. Leave may be with or without pay based on circumstances. An employee may be placed on leave in a 40-hour capacity.

There was no discussion by the Board.

Board Member Lane made a motion to approve Policy 1144 as presented, Board Member Jacobs seconded the motion, all were in favor and the motion passed unanimously.

JPA Direction to Staff

Chief Moore provided a copy of the letter from Mohave County Fire Officers Association requesting any Fire Department/Districts interested in participating in the Joint Power of Authority study to reply by August 1, 2023. Several agencies have indicated they may be interested in a JPA financial feasibility study. The cost of the study would be split between the interested agencies. The Study does not guarantee inclusion into a potential JPA.

Board Member Jacobs had several questions that included success of other JPA's within Arizona, shared services, resources, and levy taxes.

Chief Moore explained the feasibility study would answer questions, some of the potential savings could be in healthcare costs, PSPRS and improved services. Each district would keep their own tax rate.

Board Member Brown made a motion to move forward with BCFD participating in the study, Board Member Lane seconded the motion, all were in favor and the motion passed unanimously.

ANNOUNCEMENTS

Assistant Chief Flummer congratulated Engineer FF Jimmy Smith on his last tour of duty, Jimmy is retiring with 30 years of service at BCFD.

SUGGESTED ITEMS FOR FUTRE BCFD BOARD MEETINGS

Board Member Jacobs requested scheduling an Open House for Station #2.

NEXT BOARD MEETING

August 22, 2023

ADJOURNMENT

The meeting was adjourned at 9:10 a.m.

Recorded by,

Paula Acker  
Administrative Manager  
Bullhead City Fire District

Approved by,

  
David C. Cummings, Chairman  
Fire District Board

*Absent from Meeting*  
Charles Moore, Board Clerk  
Fire District Board