



**BULLHEAD CITY FIRE DISTRICT  
GOVERNING BOARD MEETING MINUTES  
JANUARY 25, 2022**

**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: Norma Brummett  
Board Member: Paige Weisz  
Board Member: Rose Jacobs

Staff Present: Fire Chief: Patrick Moore  
Assistant Fire Chief - Logistics: Scott Neal  
Assistant Fire Chief - Operations: Justin Flummer  
Assistant Fire Chief - Preparedness & Professional Development: Forrest Taylor  
Administrative Manager: Paula Acker

**CONSENT AGENDA**

- A. Approval of Minutes – December 28, 2021 Regular Public Meeting
- B. Acceptance of December 2021 Financial Reports  
Board Member Moore motioned to accept the consent agenda as presented.  
Board member Brummett seconded the motion, all were in favor and the motion carried unanimously.

**CALL TO THE PUBLIC**

There was no response to the Call of Public.

**CORRESPONDENCE**

The Bullhead City Fire District received a thank you from Fort Mohave Mesa Fire for BCFD Fire Fighter Russell and Fire Fighter Green for their assistance on a call in December. A Thank you was received from the Colorado River Women's Council for a presentation by BCFD to the leadership class.

**REPORT**

Firefighters' Community Report-PFFA Local 3647  
No report given.

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. Chief Moore advised the Board the following:

Chief Moore stated next month we will present the Chief reports in a standardized format which will make

it easier for tracking documents.

COVID update, we have seen a spike and currently we have 7 employees on overtime filling vacancies due to COVID.

Grant application for the SLIF funding was awarded for a new Munson Boat for Station #2.

The Community Block Development Grant Ambulance has been delivered and currently being striped and fitted with a power gurney.

The Insurance Service Office (ISO) pre survey inspection data has been delivered to ISO for initial review. We are currently working with County staff to ensure the existing map of the District doesn't have any additions or corrections and verifying the properties within the boundary.

BC Testing is scheduled for February 15-17, 2022. Currently we have one internal and one external candidate.

The compensation study is moving forward with Segal, identifying items to be evaluated and the creation of a timeline/calendar.

Information is attached to the minutes regarding the AFDA Legislative priorities.

Staff and Board attended the AFDA winter conference earlier this month.

### Logistics Chief Report

Assistant Chief of Logistics, Chief Neal, stated the warehouse certificate of occupancy is expected from the City of Bullhead City, all work is completed.

Permits have been issued by the City of Bullhead City to begin the civil work/concrete for the Station #2 rebuild. Willmeng Construction has deployed a trailer on the site and fencing will be added.

Station #7, Laughlin Ranch Station, initial design and budget estimates are underway.

The radio towers inspections at Station # 1,2,3,6 have been completed.

### Operations Chief Report

Assistant Chief of Operations, Justin Flummer, stated Monthly stats are included in the minutes. We continue to work with Bullhead City Dispatch imputing data in new software, we will go live in June.

The 38<sup>th</sup> annual Toy Drive was a success with the help of Captain Jeff Jackson – coordinator and FF Joe Jackson – warehouse help.

## BUSINESS

### A. Discussion/possible action regarding PSPRS Pension Board Fee Agreement and Engagement letter with Nicolas J. Cornelius, PLLC.

Chief Moore stated effective January 1, 2022 the statutes that govern the Public Safety Retirement System (PSPRS) were modified to require a separate attorney to represent the PSPRS Pension Board. He explained the Fire District Board Attorney, Bill Whittington cannot represent both the Fire District and PSPRS Pension Board.

Chief Moore stated he has contacted several attorneys that know and understand the PSPRS processes and statues that govern the system and he would recommend moving forward with Nicolas Cornelius who is well versed in the PSPRS process. A fee agreement and engagement letter is attached for the Boards consideration.

Board member Moore made a motion to accept the fee agreement between BCFD and the Law Office of Nicolas Cornelius for PSPRS Pension Board representation as needed.

Board member Weisz seconded the motion, all were in favor and the motion carried unanimously.

ANNOUNCEMENTS

UTURE AGENDA ITEMS/BOARD DIRECTION TO STAFF

ADJOURNMENT

Meeting adjourned at 8:49 a.m.

Recorded by,



Paula Acker  
Administrative Manager  
Bullhead City Fire District

Approved by,



David C. Cummings, Chairman  
Fire District Board



Charles Moore, Board Clerk  
Fire District Board