



BULLHEAD CITY FIRE DISTRICT GOVERNING BOARD MEETING MINUTES JULY 22, 2025

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:00 a.m. by Board Chairman Cummings, Chairman Cummings led the Pledge of Allegiance.

ROLL CALL

Present:

Board Chairman: David C. Cummings

Board Member: Rose Jacobs

Board Member: Ellen Brown

Board Member: John Martinolich

Absent:

Board Member: Charles Moore

Staff Present:

Fire Chief: Justin Flummer

Assistant Fire Chief – Operations: Shane Campbell

Assistant Fire Chief – Logistics: Scott Neal

Assistant Fire Chief – PPD: Forrest Taylor

Administrative Manager – Paula Acker

CORRESPONDENCE AND PRESENTATIONS

No presentations this month.

CONSENT AGENDA

A. Approval of June 24, 2025 Special Public Meeting Minutes

C. Acceptance of June 2025 Financial Reports

Board member Jacobs motioned to approve the consent agenda as presented. Board member Brown seconded the motion. All were in favor and the motion carried.

CALL TO THE PUBLIC

Resident Terry Sheward expressed safety concerns regarding two large propane tanks placed near her home over a natural gas line. She requested the Board review zoning and ordinances to address such hazards. She has been in contact with the Fire Marshal, who is aware of the situation.

Firefighters' Community Report-PFFA Local 3647

Captain Jeff Jackson provided an update on the Firefighters Holiday Toy Drive, noting its continued growth and success. Current fundraising efforts are underway, upcoming events like the Turkey Trot and Buffalo Wild Wings fundraiser. He presented a plaque to the Fire Chief identical to those given to supporters who contribute a minimum of \$500. and announced that Billy Peddycord will begin shadowing him to take on a leadership role in the program.

Fire Chief's Report

Summary of the report included in the Board packet:

- Wildland Deployment: No wildland units are currently deployed; crews remain available locally.
- Personnel: The Firefighter eligibility list is in place; discussions underway to manage upcoming hires and promotions tied to the opening of Station 7 which is on track to be fully staffed and operational by October 1, the largest hiring effort since 2007.
- Grant Update:
SAFER Grant-not awarded.
AFG Grants, Cardiac Monitors-pending.
Mental Health & Wellness – approved with ongoing coordination with Arizona Fire & Medical.
Fire Safety Trailer: Roll out event was held in June.
Four-Wheel Drive Ambulance Grant: No updates.
- Events: Engineer John Norton retired July 14 after 27 years of service
Orlando Hartford retired after 31 years of service.
The flag presentation program honoring retirees continues to grow, ensuring long-serving members are properly recognized and remain connected to the department in a retired capacity. Leadership is committed to strengthening ties with past personnel while focusing on the future.
- Tristate Wi-Fi Update: A notification was sent requesting removal of Tri-State Wi-Fi equipment following contract expiration on June 30. The vendor responded requesting an in-person meeting to discuss removal logistics, scheduled for early October. Further updates will be provided as details develop.

Operations Report – Assistant Chief, Shane Campbell

- **June Call Volume:** 984 calls for service with an additional 114 calls over July 4th weekend, mostly EMS.
- **Staffing and Promotions:** Retirements in July included Eileen Hosto, (IT Services), Engineer John Norton, and Captain Orlando Hartford. The department thanks them for their service and wishes them well.
Christian Stepanek was promoted from civilian EMT to firefighter EMT and is currently assigned to A-shift. Damian Rainey was hired as an experienced firefighter paramedic and is now on B-shift. One additional civilian paramedic is in the hiring process and is expected to join B-shift as well.

Logistics Report – Assistant Chief, Scott Neal

- **Station Conditions:** Most stations are in good condition with only minor routine issues. Station 1 Remodel (Old Admin Wing) update:
The remodel project in the old admin wing at Station 1 is progressing steadily. The bathroom portion is approximately 40% complete. Floor grinding has been finished throughout the remodeled area, and bunk room furniture is in place. Mattresses have been ordered. Blackout shades, consistent with those at Stations 2 and 7, have been installed. The door package is scheduled for installation on August 11. Board members are welcome to tour the project; one board member visited prior to the AFDA conference
- **Personnel Certification:** Mechanic Brandon Galagos passed both EVT certification exams.
- **Apparatus and Equipment:** Reserve Engine 723R has been repaired and returned to service. The final remount project is underway, with delivery expected in September. A civil exam is in progress for Station 5. Generator testing was completed in July, with minor repairs pending.

PPD/EMS Report – Assistant Chief, Taylor

- **ISO & Accreditation:** Currently undergoing both ISO re-rating and agency accreditation processes. Expected to take one year. the ISO re-rating anticipated within the next six months. The District is currently at an ISO 2 and aiming for an ISO 1, due to enhancements in staffing, dispatch systems, and the city's water infrastructure.

- Training: The following were completed in July- Customer service training, WARMC run review, Inservice training for the new power load gurney system. Pre-plan completed for new apartment complex. EKG training Class's. Hosted ride along for Pine Top Fire Departments new Battalion Chiefs to observe command operations and organizational structure.
- Upcoming Training: EMS symposium presented by WARMC, Annual aerial operations training, pipeline emergency response training.

CRR Report – Fire Marshal, Barbie Barrett

- Over 250 business annual inspections and new construction inspections were completed las month.
- School starts in a couple of weeks, CRR staff will be back in the classrooms starting August.

BUSINESS

A. Resolution 2025-02

Chief Flummer stated this resolution establishes a formal Capital Savings Plan Policy. He stated Arizona Fire District Association (AFDA) recommends the adoption of a formal policy to ensure transparency and long-term financial preparedness.

He explained the District currently utilizes a capital reserve account through the Mohave County Treasurer's Office and follows the practices outlined in the proposed policy. This resolution serves to formalize and document those existing practices to provide a clear resource and framework for future boards and administrators.

Board member Brown made a motion to approve Resolution 2025-02, Capital Project Fund, as presented and establish a \$1,000,000 General Fund Reserve for capital cash flow needs in accordance with section 3 of the Capital Savings Plan Policy. Board member Martinolich seconded the motion; all were in favor and the motion passed.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS

None.

ANNOUNCEMENTS

None.

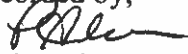
NEXT BOARD MEETING

August 26, 2025

ADJOURNMENT

The meeting was adjourned at 9:30 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