BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
September 24, 2024

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: Chuck Moore
Board Member: Rose Jacobs
Board Member: Ellen Brown
Board Member: Tanya Lane

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

CORRESPONDENCE AND PRESENTATIONS

Badge presentation to Firefighter Daniel Clark and EMT Tory Caron

CONSENT AGENDA

A. Approval of Minutes – August 27, 2024, Regular Public Meeting.
B. Acceptance of Financial Reports for August 2024

Board Member Jacobs made a motion 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

No response from the public.

Firefighters' Community Report-PFFA Local 3647

Captain Jeff Jackson addressed the Board by giving an update on the upcoming Christmas Toy drive events.

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:

Wildland responses for August continued to be busy with multiple deployments with extended stays.

Grant update included the approval of third phase of the Cancer Screening Grant.

Personnel testing to hire lateral Firefighter, Entry Firefighter and Civilian EMS/Medic Crew is currently being conducted by staff.

Support Services is working on various projects in PPE, uniform, SCBA and cleaning up the warehouse.

Server replacement has been completed. The server is currently backed up through an on-site server. Cloud-based options are being evaluated, we will ensure that the failure does not occur again. Board member Jacobs asked for a cost breakdown of the repair to be given in the October Chief Report.

Events this month include Household Hazardous Waste Day, Saturday October 19 and Open House for Station #7, October 4. Flyers attached.

Operations Report – Assistant Chief, Justin Flummer

FLEX CAD offsite server work continues with the Bullhead City Police Dept. no update on timeline of completion as of today.

The rollout of the PulsePoint app to all department members is ongoing.

The ARPA funded Radio Project is in its second phase of installation of mobile radios in all the apparatus.

The total call volume for July was 1012 calls for service, 892 were EMS. 13 outside fires and 2 structure fires.

Logistics Report – Assistant Chief, Scott Neal

Chief Neal gave an update on Station repairs and maintenance for each station.

PPD/EMS Report – Assistant Chief, Taylor

Chief Taylor presented a video of the hands-on CPR Training that was taught September 11 to local 8th graders.

List of EMS and Fire Training is attached to the minutes.

CRR Report – Fire Marshal, Barbie Barrett

Barbie stated the CRR department will hold its annual Fire Safety Fair September 12, at the Anderson Field House. This year's theme is Smoke Alarms, make them work for you.

BUSINESS

Strategic Plan Discussion
Chief Moore presented a draft of the 12/24/36 strategic goals that staff have been working on for the past few months.
He explained the lists of goals focused on Operations/staffing, Firefighter health and wellness, IFT program, Succession planning for key administrative vacancies in the next 36 months. Capital planning/funding and Grant funding.

Memorandum of Understanding
Chief Moore stated we have received the MOU back from Attorney Bill Whittington. The draft has been reviewed by administrative staff, command staff and the Labor Leadership.
Chief Moore stated the MOU is between the BHCFD Elected Officials and the BCFD Labor and covers everyone in the agency. This is a three-year agreement with the collaborative efforts of all parties involved.
Board member Brown made a motion to accept the MOU as presented, Board member Lane seconded the motion, all were in favor and the motion carried unanimously.

Fire Chief Contract Renewal
A copy of the draft employment contract was presented to the Board with updated salary and dates of contract.
Chief Moore stated this is identical to the previous contract that is expiring this month. The contract term is two years. The salary adjustments are the same as all employees, adjusted by a scale.
He stated he is not asking for any additional or different considerations.
Board Member Lane made a motion to approve the contract as presented, Board member Brown seconded the motion, Board member Jacobs asked if the scale for the Fire Chief is the same across the State of AZ. Chief Moore stated no, the scale is in line with the Comp Study that was completed last year, comparing similar Districts to BHCFD.
After discussion all Board Members were in favor and the motion passed.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS
None.

ANNOUNCEMENTS
None.

NEXT BOARD MEETING
October 22, 2024

ADJOURNMENT
The meeting was adjourned at 9:49 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