Bullhead City Fire Department
"Committed to Our Community"
1260 HANCOCK ROAD • BULLHEAD CITY, AZ 86442 • 928-758-3971

PUBLIC MEETING MINUTES

April 24, 2018

CALL TO ORDER

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

ROLL CALL

Present:
Board Chairman: Dave Cummings
Board Clerk: Chuck Moore
Board Member: Heather Petrillo
Board Member: Ralph Mauzy
Board Member: Karen Flenniken

Staff Present:
Acting Fire Chief: Scott Neal
Assistant Fire Chief: Patrick Moore
Battalion Chief: Josh Livermore
EMS Manager: Forrest Taylor
Fire Marshall: Jim Dykens
Administrative Manager: Paula Acker

PRESENTATIONS

Firefighter/Engineer Matt Breen was recognized for completing his six month engineer probationary period and was awarded his numbered badge.

CONSENT AGENDA

Board Member Moore moved to accept the consent agenda as presented, with Board Member Petrillo seconding the motion. The motion carried unanimously.

CALL TO THE PUBLIC

Chairman Cummings read a letter from Bullhead City Citizen Robynne Mieding. Ms Mieding

was unable to attend the meeting and asked that her letter be read into the record as follows:

April 23, 2018

Robynne Mieding
2162 Lariat Dr.
Bullhead City, AZ 86442

Dear Chairman Cummings and Board,

A commitment outside of the Mohave County area keeps me from attending the Board meeting tomorrow, April 24, 2018. While I will not be present, I would ask that my comments regarding the Board oversight of the Fire District be read into the record.

The Fire Board is responsible for oversight of the Bullhead City Fire Department. At the November 2017 Board meeting, comments were made that budgeted line items were not being spent per the Board approval.

Last month, I inquired about what oversight the Board provided to the District members to ensure that the budgeted line items are spent as approved. Other than an annual financial audit, I have not been made aware of any additional oversight that the Board provides to the District Members.

The annual financial audit is an excellent oversight to verify how transactions are accounted; however, it does not provide oversight that the budget is being spent per the Board's approval.

I ask the Board to provide bi-annually, 2 spot audits where 2 to 3 budgeted line items are inspected. The audits would be performed by an outside proprietor that is unknown to the District. The spot audits would include reviewing the approved budgeted line items, tracing the purchase to the receipt of said items, and then viewing the physical item, training certificates, etc. These spot audits would be completed unannounced and at the discretion of the auditor(s) to the Bullhead City Fire Department. In addition, the auditors should be given unfettered access to all necessary records to verify such purchases, training, etc. as related to the budgeted line items they choose.

Moving forward, having unannounced spot audits performed by an outside proprietor is an inexpensive way to ensure the Fire District members that are tax dollars are being spent at the Board's approval. It also ensures the Board that the Fire Department is following the Board's direction.
Thank you for your service and thank you for your time.

Sincerely,
Robynne Mieding

Chairman Cummings stated Bullhead City Fire District follow Arizona Statutes and the annual audit, conducted by an outside agency includes a detailed spot audit. He stated that in the 12 years that he has been on the Board there have never been any red flags on these audits. Chairman Cummings stated "unless Ms. Mieding can specifically point to a gross misspending that is supported by the facts, we will continue with the audit we have in place." He continued by stating the Board receives monthly financial reports to review and copies may be requested by the public. Chairman Cummings said "at this time since there are no red flags, and no specific

complaints, we are going to keep the audit as is." Chairman Cummings asked Administrative manager Paula Acker if she had anything to add. Paula advised the Board that she has spoken with the Districts current Auditor, James Saunders CPA for pricing on a forensic audit, Mr. Saunders responded this type of audit can be done and would be quite costly. Paula stated public record requests can be made, and instruction can be found on the Bullhead City Fire Department website.
FF Mike Villigran addressed the Board by asking if the Board is allowed to address a call to the public. Chairman Cummings stated he was not responding, he was reading the letter written by Ms. Meiding as she was unable to attend this meeting.

REPORTS

Firefighters' Community Report
FireFighter Jeremy Cady, current Vice President of the Local PFFA, addressed the Board. Mr. Cady read from a prepared statement.
"The membership from the Bullhead City professional firefighters association has made the decision to call for and receive a vote of no confidence in Fire Chief Rick Southey. Our membership has made up of 62 dedicated firefighters and EMT's who protect and serve the citizens of Bullhead City Fire District. Our local represents a high majority of these employees within Bullhead City Fire Department. We have not taken this decision lightly, after multiple years of failed leadership, lack of transparency, retaliatory decision making, failure for succession planning and lack of strategic planning by Rick Southey, we have no other options. We have come to the firm conclusion that the only way to save this fire department is to terminate Chief Southey and move forward with hiring a new Fire Chief. Chief Southey has failed to put the safety of our firefighters of this department and the citizens of the district first. He has failed to give firefighters the proper training and equipment necessary to perform their jobs in a safe manner. In recent months we have had close calls in catastrophic equipment failures that are a direct result of his mismanagement of the fire department. Our apparatus and fleet and facilities are in disrepair after years of mismanagement by Chief Southey. Chief Southey has created a toxic culture that has resulted in nearly 20 years of poor relationships between labor and management. His management style and lack of accountability for employees directly underneath him has led to the loss of numerous highly qualified employees to other fire departments throughout the nation. During the time that Chief Southey has been out on paid administrative leave, the day to day operations within Bullhead City Fire Department have dramatically improved. The members have buy in, moral has drastically increased. Allowing Chief Southey to return to his duties would halt the progress that has been made by the working groups that have been created. We have polled the entire membership and overwhelmingly the majority of over 95 percent of our membership who now have no longer faith in Chief Southey's ability to lead this fire department. Our membership firmly believes that the only way the fire

department can move on in a positive direction is to terminate Chief Southey and hire a new fire chief."
Chairman Cummings asked FF Cady if the vote was a secret vote or open floor vote, FF Cady stated it was an open floor vote, then stated he was confused and said it was a secret lockbox following the things put into place consistent with fair voting. Chairman Cummings then asked FF Cady if it was a secret ballot and FF Cady stated yes.

Fire Chiefs Comments

Chief Neal informed the Board of a recent retirement celebration that was held at El Rio Golf Course for six recent retirees of the Bullhead City Fire Department. Chief Neal expressed gratitude for the organizers of the party, stating it was a joyous evening.
Chief Neal stated that last month the sick time policy was discussed with the Board regarding language changes. He stated since that meeting, BCFD administration has met with PFFA to discuss some of the common ground and language changes. There is a meet and confer meeting scheduled for May 1, 2018 to continue the discussion between the PFFA and Administration. Chief Neal stated he is hopeful to bring these changes in the language of the policy to the Board in the May or June public meeting.
Chief Neal updated the Board on the Bond closing on April 26, 2018 stating the Bonds have been sold. 95 percent to large investors across the country and five percent to small investors, with some local investors. He stated the average yield that BCFD will be paying for the life of the bond is 3.5 percent, which is lower than estimated and the overall cost to the taxpayer is significantly less. Chief Neal explained that once the closing takes place the funds will be deposited into a fund at Mohave County for the BCFD, expenditures will not be placed against these funds until July 2018 which is the start of the next fiscal year.
Chief Neal advised the Board there are groups within BCFD on the task level working together to strategically look forward to the needs of the department for the next 1- 20 years. Chief Neal asked the Board to please keep an open mind when being presented by these committees in the next few months.
Chief Neal advised the Board that the letter from the District's Attorney has been sent to ZOLL, the electronic record keeping system. He stated there are some legal technicalities that may be in our favor to sever the contract and are waiting for a response from ZOLL.
Chief Neal advised the Board the third budget workshop will be scheduled and requested the Board to consider two dates for the next meeting. After discussion the next budget meeting may be held on May 9, 2018.

Logistics Report

David Verley, IT Department Manager addressed the Board with a communication update on the coverage of hand held radio transmission throughout the area and trouble spots. He stated there is a group being established within BCFD to work on defining an end goal for radio coverage.

He explained handheld radios have limited reception inside buildings opposed to outside.
David updated the Board on the Sierra modems, stating data connectivity and testing is being done and the majority of the units have been received and will be installed to the whole feet by the end of May. He added, with the Sierra modems communication will be improved by having dual coverage with two carriers, and ability to upload data automatically to CompX locks on the drug boxes helping with security.
Chief Neal stated Engine 711, which was recently refurbished has been taken back to Fire Trucks Unlimited (FTU) for problems that are still under warranty. He stated it should ae back in two weeks. He stated the Engine was losing power going up silver creek. Chief Neal also advised the Board that the ambulance that is at FTU should be done by Mid May. .
Chief Neal stated the new ambulance that will replace the ambulance that was lost due to a fire last year has been ordered and we should receive it in a few months.
Chief Neal stated that the issues that were brought up during the Patriot environmental site inspection last December have been handled, and a new waste disposal tank will be delivered and at that time we will re-institute our acceptance of hazardous waste on a limited basis, accepting only liquid waste such as gasoline, oil, antifreeze.
Chief Neal also stated at this time we are delaying the bathroom remodel at station #1, 1260 Hancock rd.

Operations Report

Chief Moore addressed the Board giving an outline on operations at BCFD. He stated training is being done with wildland, hazardous material training along with typical training. He stated the dive team has completed the recert class, and added (4) new members on the team with a total of (12) team members.
Chief Moore provided to the Board a major capital acquisition plan, stating it is several pages long and lists all the apparatus and staff vehicles and also lists the time frames to look at replacement cycles. He state this will become a valuable tool as we move ahead with the budgeting and Bond process for planning in the future.
Chief Moore stated Josh Livermore who has moved on to a Battalion Chief position and commended Josh on the fine work done as the interim EMS manager, which has now been filled by Forrest Taylor.
Chief Moore stated groups within BCFD are working on the Lexipal software system, which will house all of BCFD policies and procedures. He advised the Board that all recapped tires have been replaced on apparatus.
Chief Moore stated he gave a breakdown in the information packet to the Board on the apparatus and equipment committees for the Bond.

EMS Report

Chief Livermore introduced Forrest Taylor the new EMS Manager. Forrest introduced himself stating he comes from 14 years of firefighting experience in Southern California and Mohave

County. He state he is excited to start his relationship with BCFD with a positive outlook forward. Forrest gave an update stating in April there were 725 911 calls with 474 being transports. Forrest recognized Randy Sierra with Western Regional Medical Center, who has been very helpful in making our EMS program successful. Forrest stated that with our employee driven organization, we can offer up ideas to improve the care we provide to our citizens maintaining the mindset of success.

Fire Prevention Report

Fire Marshal Dykens gave an update including new construction, and stated that DOT foods is now fully operational. Chief Dykens stated DOT Foods has its own radio communication emergency system within the building for safety and connection to dispatch during an emergency. Chief Dykens gave an update of local events and including bike rodeo, and fifth grade career day education on fire history in the Month of May. On May 19, the Fish and Game will be having a life jacket exchange May 19, at Station #2, 1230 Highway 95.

BUSINESS

A. Board Bylaws and procedures:

Chairman Cummings stated the Board has rules and procedures it follows, and recently asked the District's Attorney Bill Whittington to update the bylaws. Board Member Moore moved to accept the Bylaws as presented and Board Member Flenniken seconded the motion. The motion carried unanimously.

B. Investigation schedule expenditure

Assistant Chief Pat Moore addressed the Board. Chief Moore stated the investigation is wrapping up and anticipate the final report will be handed to the Board on or around May 14. He advised the Board that to date $46,599 has been spent on the investigation and presently there is a balance owed of $10,665 he is asking the Board today for an additional 20,000 to cover the additional costs. Board Member Mauzy made a motion to approve and additional $20,000 and Board Member Moore seconded the motion, all were in favor and the motion carried unanimously.

FUTURE AGENDA ITEMS/BOARD DIRECTION TO STAFF

There were no directions to staff.

ANNOUNCEMENTS

There were no announcements

ADJOURNMENT

With no further business, Board Chairman Cummings adjourned the meeting at 9:27 a.m

Recorded by,

Paula Acker
Administrative Manager

Approved by,

David C. Cummings, Chairman
Fire District Board

Charles Moore, Board Clerk
Fire District Board