BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
April 28, 2026

CALL TO ORDER/PLEDGE OF ALLEGIANCE
The meeting was called to order at 9:00 a.m. by Board Chairperson Jacobs, Board Member Moore led the Pledge of Allegiance.

INVOCATION

ROLL CALL

Present:
Board Chair: Rose Jacobs
Board Clerk: Ellen Brown
Board Member: John Martinolich
Board Member: Charles Moore
Board Member: Robert Poulin

Staff Present:
Fire Chief - Justin Flummer
Administrative Manager – Paula Acker
Assistant Chief - Shane Campbell
Assistant Chief - Scott Neal
Assistant Chief - Forrest Taylor

CORRESPONDENCE AND PRESENTATIONS
Badge presentation to Engineers Wesley Green and Brandon Russell

CONSENT AGENDA
A. Approval of March 24, 2026, Public Meeting Minutes
B. Acceptance of March 2026 Financial Reports

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

CALL TO THE PUBLIC
No response to call to the public this month.

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

Fire Chief's Report
Summary of reports is included in the Board packet:

• Staffing update: One shift vacancy remains open. The department is delaying posting while administrative hiring processes are completed. Current suppression staffing goal remains 84 personnel.

• Legislative update: Arizona legislative bills continue to be monitored through AFDA/AFCA updates.

• Budget and planning process: Dispatch IGA fees were received. Securus remains the final number pending for the upcoming budget workshop. Chief Flummer stated staff anticipates having all finalized budget numbers available for the workshop.

• Capital replacement plan: Chief Flummer discussed the increasing cost of fire apparatus and the need to reevaluate the capital replacement schedule. Fire engines previously purchased for approximately $500,000 are now costing over $1.1 million. Staff are exploring refurbishment and extended replacement cycle options to maximize apparatus lifespan while maintaining safe operational equipment.

• Radio grant update: The state-level radio grant remains under discussion with legislators and representatives.

• Tri-State Wi-Fi update: Tri-State Wi-Fi officially vacated district facilities after more than 10 years of partnership. Chief Flummer thanked Rick Campos and staff for their work and professionalism.

• End-of-year financial review: continuing review of current revenues, expenditures, projections, and planning for the upcoming budget cycle.

Operations Report-Assistant Chief Shane Campbell

• March 2026 call volume: 953 calls for service.

• Staffing update: Three new firefighters started shift assignments last week. One vacancy remains open pending completion of local academy programs and testing.

• Training: VIS training, firefighter fitness assessments, and probationary firefighter skill evaluations are ongoing. Wildland preparedness training continues with county coordination and training exercises in the Hualapai's. Upcoming training includes fire ground survival with KFD and annual DPS river operations training.

Logistics Report- Assistant Chief Scott Neal

• Station maintenance:
Station #3 received a new swamp cooler and roof resurfacing work. Station #5 will receive a new swamp cooler this fiscal year.

• Apparatus maintenance:
A major repair project at Fire Truck Solutions remains approximately 50% complete pending parts repairs. Pump testing was completed on apparatus with only one unit failing inspection. An inter-facility transport unit received a transmission replacement.

• Training: Tire maintenance training is being conducted department-wide following attendance at the Southwest Emergency Vehicle Technicians Conference in Dallas.

• Surplus apparatus discussion: Staff continue evaluating surplus apparatus and fleet right-sizing opportunities to reduce maintenance and insurance costs while maximizing remaining vehicle value.

Preparedness and Professional Development report- Assistant Chief Forrest Taylor

• WAVE program: Interviews and orientations were completed for the 2026–2027 WAVE class. Sixteen students are expected for the upcoming class. Nineteen students are graduating from the current class. Graduation is scheduled for May 8, 2026, at 10:00 a.m. at the Fieldhouse.

• EMS Training: CPR training was completed for Dispatch personnel. The department also completed Struggle Well training, WARMC run review, and resiliency training through Public Safety Crisis Solutions. Upcoming training includes Valley View tape and chart review and a difficult airway course.

CRR Report – Fire Marshal Barie Barrett

Fire Marshal Barrett attended the IAAI International Conference. CRR personnel continued fire inspections and water flow testing throughout the district.

Board Chair Jacobs recognized the Colorado River Women's Council for approving a $1,500 donation supporting the department's infant car seat assistance program after grant funding ended in 2023.

BUSINESS

Resolution 2026-01 Call of Election

Chief Flummer explained Resolution 2026-01 is a statutory requirement authorizing district staff to publish and post the call to election in accordance with Arizona Revised Statute 16-227. Board member Poulin motioned to approve Resolution 2026-01 as presented, Board member Martinolich seconded the motion. The motion passed unanimously.

Fire Chief Performance Evaluation Process

The Board discussed the annual Fire Chief performance evaluation process, including timelines, procedures, self-evaluation requirements, and Board responsibilities.

Due to Board transitions earlier in the year, discussion included adjusting the evaluation timeline and establishing a formal evaluation process with assistance from the district HR consultant. The Board also discussed whether the evaluation presentation would occur during executive session or public session.

Board member Brown made a motion to move the Fire Chief's annual evaluation deadline to May 26, 2026. Board member Martinolich seconded the motion. All were in favor, motion passed.

Board member Brown made a motion to approve the Fire Chief evaluation language that was presented to the Board. Board member Martinolich seconded the motion; all were in favor and motion passed.

Board member Brown made a motion to have the Fire Chief evaluation discussion in executive session, date to be determined. After a brief discussion, Board member Martinolich seconded the motion, all were in favor, and the motion passed.

Discussion only: Sale of Surplus Vehicles(s)

Chief Flummer discussed evaluating surplus apparatus and vehicles as part of the district capital replacement plan. Potential surplus items discussed included an additional watercraft, a former hydrant utility vehicle, and the heavy rescue apparatus.

Staff explained that selling unused vehicles now would maximize remaining value while reducing maintenance and insurance costs. GovDeals and vendor resale opportunities were discussed as possible surplus methods.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS
None.

ANNOUNCEMENTS
None

NEXT BOARD MEETING
May 26, 2026, 9:00 a.m.

ADJOURNMENT
The meeting was adjourned at 9:38 a.m.

Recorded by,

Paula Acker
Administrative Manager
Bullhead City Fire District

Approved by,

Rose Jacobs
Chairperson
Fire District Board

Ellen Brown
Board Clerk
Fire District Board