BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
June 25, 2024

CALL TO ORDER/PLEDGE OF ALLEGIANCE
The meeting was called to order at ~~8:30~~ 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: Tanner Lane

Absent: Board Member: Charles Moore

Staff Present: Fire Chief: Patrick Moore
Administrative Manager: Paula Acker

CORRESPONDENCE AND PRESENTATIONS
Paramedic recognition to Firefighter Joseph Jackson
Badge presentation to Firefighter Andrew Stocker
Badge presentation to Firefighter Randall Folkes

CONSENT AGENDA

A. Approval of Minutes – May 28, 2024, Regular Public Meeting
B. Acceptance of Financial Reports for May 2024
C. Approval of Capital Funding Designation for FY 23-24

Board member Lane made a motion to accept the consent agenda as presented, Board member Brown seconded the motion, all were in favor and the motion carried.

CALL TO THE PUBLIC
There was no response to the call to the public.

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

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.
Wildland- multiple type 3 and type 6 responses.
Personnel- Firefighter Petty was promoted to Captain. Engineer testing is scheduled for July 8-11. Firefighter and Civilian EMS are currently open for applications. We have received 3 applications for the PPE Technician/support services position.
July 4th – Additional staffing will be needed for the Rockets over River.
Department MVA's – There were 2 minor motor vehicle collisions with no injuries to the CERT Van and a department staff vehicle.
Chief Moore provided a call volume report for station #7.

Operations Report – Assistant Chief, Justin Flummer
Work has been completed on the ProMaster Type II ambulance that is now in service.
Training has been completed on the portable radios that were funded through a grant from Mohave County. The radios are now in service.
Total call volume for May was 1100 calls for service. A statistical report is attached.

Logistics Report – Assistant Chief Scott Neal
Station #3 draining project is underway.
Station #6 bay door replacement is being evaluated; each bay door has a $50,000 5-year cycle.
Station #5 exterior paint has been completed; the underground waste line has been repaired.
All other stations- nothing to report.

PPD/EMS Report -Assistant Chief Forrest Taylor
The WAVE academy classes will begin in August for Senior year students.
EMS and Fire Training included Hose management, EMS XD Cuff in service and Wildland refresher.

CRR Report – Fire Marshal, Barbie Barrett
Report from CRR attached to the minutes. Fire Marshall Barrett was not in attendance.

BUSINESS

Public Hearing.

Chairman Cummings opened the public hearing for the FY 24-25 Budget. There was no response from the public. Hearing was closed.

FY 2024-25 Budget Adoption

Chief Moore stated the budget has one adjustment from the initial proposed budget. LED reader boards were replaced with a server from the Bullhead City Police Department to enhance dispatch information to the stations.

He stated the budget retains the $3.20 tax rate, an increase of EMS revenue, and aggressive grants budget.

Merit raises of 4.0% for all eligible employees and a 3.2% inflation adjustment. Paramedic stipends increase of $3,000 to the total stipend now of $15,000.

The budget includes the addition of 3 additional BLS employees that we anticipate hiring in January 2025.

Capital expenditures include one ambulance remount, two ambulance acquisitions, a travel vehicle and dispatch server, full list is attached to the memo provided.

After a brief discussion, Board member Jacobs made a motion to accept the presented FY 24-25 Budget for adoption. Board member Brown seconded the motion, all were in favor and the motion was carried unanimously.

Vacation cap policy # 1130 2.1

Chief Moore presented a revision of the current vacation policy to increase the maximum hour cap to a higher number. He stated the proposed change is based on the comp study completed last year. The current maximum accrual for vacation is 350 hours for all 56- hour personnel and 252 for all 40-hour personnel. He suggests a max accrual limit of 480 for 56 hour and 345 for 40-hour employees.

Board member Jacobs made a motion to approve the max accrual limit of 480 hours for 56 hour employees and 345 hours for 40-hour employees. Board member Lane seconded the motion, all were in favor and the motion carried.

Type 6 Purchase

Chief Moore stated we have received the funding for the DFFM grant and have received the proposal from Fire Trucks Unlimited for the new type 6 brush truck.

The total cost of the new brush truck is $258,240 which includes tax. We received $125,000 from the DFFM grant, the district will provide the balance needed to purchase and outfit the new brush truck. He stated the purchase is in accordance with our capital plan and our procurement policy (as a sole source purchase). He added that we would expect a December 2024 delivery date.

Board member Lane made a motion to approve the purchase of the type 6 brush truck as presented. Board member Jacobs seconded the motion, all were in favor and the motion carried.

Ambulance Remount purchase

Chief Moore stated that at the May monthly board meeting the board approved the purchase of two new ambulances. The ambulances have been ordered with an expected delivery date of 20 to 24 months. To maintain the current capital replacement cycle, we need to complete two remounts of ambulances currently in our fleet. The remounts will be placed on Dodge chassis. The first remount will begin in December with a March-April delivery date. The second remount will be presented to the Fire Board when needed. The cost of the remount is $244,537 plus estimated tax of $18,620.

Board member Brown made a motion to approve the purchase of a remount from FireTrucks Unlimited as presented.

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

Station #7 Open House

Chief Moore stated we would like to conduct an open house for Station #7. He stated a time frame of 9:00 am to 1:00 pm similar to the open house we had for Station #2, this would help with parking during the event. Board member Jacobs suggested October when the weather cools down. It was suggested it be held around the Fire Prevention week in October.

Chief Moore will bring back dates at the next Fire Board meeting for Board decision.

Memorandum of Understanding Presentation

Chief Moore stated it has been a goal from both labor and management to have a multi-year MOU. There have been several meetings over the past 24 months with labor and management to discuss shared interest. Chief Moore stated the MOU is an agreement between the BCFD Board and the labor group. A draft MOU has been presented to the Board today for review. Chief Moore stated the MOU will be reviewed by Attorney Bill Whittington. Matt Breen, PFFA Local President asked the board to contact him if they have any questions regarding the draft MOU. Board Chairman Cummings made a motion to table this item until the next public meeting in July. Board member Jacobs seconded the motion. All were in favor and the motion carried.

ANNOUNCEMENTS

None

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS

None

NEXT BOARD MEETING

July 23, 2024

ADJOURNMENT

The meeting was adjourned at 9:37 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