BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
May 26, 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
Fire Marshal – Barbie Barrett

Executive Session: Board member Poulin made a motion to enter executive session to discuss the Fire Chief annual review, Board member Martinolich seconded the motion. Motion passed. Board entered executive session at 9:02 a.m.

Reconvene into Open Session: Board reconvened at 9:22 a.m.

Fire Chief annual performance review:
Chairperson Rose Jacobs reported that the Board received and reviewed the annual Fire Chief performance evaluation included in the meeting packet. The evaluation process was conducted with assistance from the District's HR consultant and included a review of the Chief's performance, accomplishments, areas for continued professional development, and goals for the upcoming year. The evaluation reflected an overall performance rating of Exceeds Expectations. Board members expressed appreciation for the Chief's leadership and service to the District. No action was taken.

CONSENT AGENDA

A. Approval of April 28, 2026, Public Meeting Minutes
B. Acceptance of April 2026 Financial Reports
C. Approval of Resolution 2026-02, Adoption of the 224 International Fire Code

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 position remains vacant. Chief Flummer stated we have intentionally delayed filling the position to allow additional recruitment opportunities, including candidates completing local fire academy and workforce development programs, to participate in the hiring process.

• Legislative update: Continue to monitor activity at the State Legislature through AFDA/AFCA to evaluate potential impacts on fire district funding, budgeting, and long-term financial planning.

• Capital replacement plan: The Chief reported that work continues on the District's capital replacement plan, with ongoing consideration of increasing equipment and replacement costs while maintaining service levels.

• Radio grant update: The Chief provided an update on the regional radio grant project and ongoing coordination with regional partners regarding dispatch and communications services. Efforts continue to ensure interoperability, responder safety, and effective service delivery.

• Financial Review: Staff is conducting the District's annual fiscal year-end review of revenues and expenditures to evaluate funding availability for potential year-end purchases and budgetary needs.

Operations Report-Assistant Chief Shane Campbell

• April 2026 call volume: 1045 calls for service, and increase of approximately 100 calls from March. Several recent wildland fire responses, including a five-day out-of-district deployment to assist with a fire near the Arizona-California border and a local vegetation fire that was quickly contained by on-duty crews. The District responded to 147 calls over the Memorial Day weekend, including 122 EMS incidents. Additional staffing was assigned during the holiday weekend, including enhanced station coverage and deployment of the rescue boat, to support increased service demands.

• Training: Training was conducted with the Arizona Department of Public Safety and multiple law enforcement agencies, during which the District provided resources in support of water rescue and helicopter operations training.

• Staffing: Chief Campbell reported that state testing for participants in the District's WAVE Academy is scheduled and noted that successful completion could provide potential firefighter candidates for future recruitment efforts.

Logistics Report- Assistant Chief Scott Neal

• Station maintenance: Chief Neal gave a report on ongoing facility improvement projects, including exterior painting and roof maintenance at Station 6, as well as planned equipment upgrades at Stations 1 and 5. Also plans to replace station mattresses that have been in service since 2015.

• Apparatus maintenance:
Updates provided on ongoing apparatus repairs and maintenance projects, including platform repairs, pump repairs, and completion of annual tire maintenance training. Chief Neal explained the application of a protective windshield coating on select apparatus to help reduce damage and minimize vehicle downtime.

Preparedness and Professional Development report- Assistant Chief Forrest Taylor

• WAVE program: Chief Taylor reported completion of orientation for the upcoming WAVE Academy class and provided an update on the recent graduation ceremony. Firefighter certification testing for current students is scheduled in the coming days.

• EMS Training: Staff completed advanced airway management training presented by Care Flight, as well as peer support training. Upcoming training includes a hospital skills lab and resiliency training. Chief Taylor reported that the Learn the Beat program has reached 2,469 students to date. Planning is underway for this year's Learn the Beat event, scheduled for September 10, 2026.

CRR Report – Fire Marshal Barie Barrett

Fire Marshal Barrett stated CRR received a $1,500 grant from the Women's Council to purchase child safety seats for community outreach efforts.
Fire Marshal Barrett attended the International Association of Arson Investigators conference in St. Louis as a representative for the State of Arizona.

BUSINESS

Purchase of Solo Rescue SCBA & PPE Decon Washer System
Chief Flummer presented a request to purchase a specialized decontamination washer system for cleaning SCBA equipment and related hardware. The equipment supports firefighter cancer-risk reduction efforts and will be operated through the Support Services Division at Station 2. The Board discussed the operational process and benefits of reducing long-term contaminant exposure to personnel. Board member Brown motioned to approve the purchase of the Solo Rescue SCBA & PPE Decontamination Washer System in an amount not to exceed $41,200, including estimated tax and freight. Board member Martinolich seconded the motion, all were in favor, motion carried.

Purchase of Seven (7) Thermal Imaging Cameras
Chief Flummer presented a request to replace aging thermal imaging cameras with seven new thermal imaging cameras selected through an evaluation process conducted by the Training Division and field personnel. The new equipment provides updated technology, improved functionality, and firefighter safety benefits. Chief Flummer also noted available promotional pricing. Board member Martinolich motioned to approve the purchase of seven thermal imaging cameras in an amount not to exceed $32,085.54. Board member Brown seconded the motion, all were in favor, motion passed.

Authorization to Purchase E-One HR 100' Ladder Apparatus
Chief Flummer presented a request to purchase a new E-One HR 100' ladder apparatus to replace the District's aging 2009 ladder truck,. The apparatus supports firefighter safety, emergency response capabilities, and the District's long-term capital replacement plan. Chief Flummer reported the opportunity to purchase the apparatus through a pre-production demonstration unit, reducing both cost and delivery time compared to a standard order. The Board discussed apparatus specifications, anticipated delivery timelines, and future disposition of the existing ladder truck. Board member Poulin made a motion to authorize staff to purchase the E-One HR 100' Ladder Apparatus from Fire Trucks Solutions in the amount of $1,938,278, including applicable taxes and further authorize the Fire Chief to execute all necessary purchase documents on behalf of the district. Board member Brown seconded the motion. All were in favor and motion carried.

Approval of Fiscal Year 26-27 Preliminary Budget and Schedule of a Public Hearing for final Adoption.

Chief Flummer presented the proposed Fiscal Year 2026–2027 Preliminary Budget and provided an overview of revenue projections, staffing considerations, capital improvement projects, operational priorities, and grant-funded initiatives. Highlights of the budget include a balanced budget with no increase to the current tax rate, employee compensation adjustments consisting of a 2.8% cost-of-living adjustment (COLA) and a 3.65% merit increase consistent with the terms of the three-year Memorandum of Understanding (MOU) and proposed staffing enhancements to support Community Risk Reduction and Training Division operations. Board member Brown motioned to approve the preliminary budget as presented and maintained the current tax rate of $3.51. Board member Poulin seconded the motion, all were in favor motion passed.

Board member Martinolich made a motion to schedule a Public Hearing and final Budget Adoption of the Bullhead City Fire District FY 26-27 budget for the next regularly scheduled board meeting on June 23, 2026. Board member Brown seconded the motion. All were in favor, motion passed.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS

None.

ANNOUNCEMENTS

None

NEXT BOARD MEETING

June 23, 2026, 9:00 a.m.

ADJOURNMENT

The meeting was adjourned at 10:17 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