BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
January 28, 2025

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: John Martinolich

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

CORRESPONDENCE AND PRESENTATIONS

Presentations this month included Captain Matthew Petty. Firefighters Dempsey MacGregor, Austin Holmes and Tyler Lowry. EMT to Paul Kendall.
Randy Sierra with WARMC presented an appreciation plaque to BCFD for dedication and generosity.

CONSENT AGENDA

A. Approval of Minutes – December 17, 2024, Regular Public Meeting.
B. Acceptance of Financial Reports for December 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

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. The following is a summary of the report given:
We currently have 3 crew members and a type 3 engine on wildland response to California.
Grant updates including delivery of the Fire Safety Trailer which is expected in March.
The Type 6 Brush Truck has been received, and the Tactical Tender is in the construction process.
Call data for 2024 is attached to the Chief report
Chief Moore provided an updated list for legislative considerations.
The Arizona Fire Districts Association was held this month in Laughlin Nevada, number of attendees was 428. Chief Moore thanked the staff that helped with the conference.

Operations Report – Assistant Chief, Justin Flummer

Chief Flummer gave an update on the server implementation, he stated it is behind schedule due to the holiday's, this project is headed up by the Bullhead City Police Dept.
The AFDA Vendor Expo was a great success with 64 vendors.

Logistics Report – Assistant Chief, Scott Neal

Chief Neal gave an update on all station repairs and maintenance. The logistics report is attached to the official meeting minutes. A RFQ has been posted for a Solar Installation through a grant from MEC.

PPD/EMS Report – Assistant Chief, Taylor

Chief Taylor gave an update on completed and upcoming EMS and Fire Training, the report is attached to the official meeting minutes.

CRR Report – Fire Marshal, Barbie Barrett

Fire Marshal Barrett stated the CRR department attended the 38th annual Clown & Puppet Conference last week that is held at the Field House in BHC. Attendees came from over five states.
This week CRR is going to all 1st grade classes teaching hands on training, by use of a simulator calling 911.

BUSINESS

Budget Timeline Discussion Only

Chief Moore stated the budget timeline calendar is in the same format we have used for the past seven years. We will be receiving tax revenue information from the county in February. The Calendar has two dates for budget workshops through the Fire Chiefs office. We would like to adopt the budget by July 1. There were no questions or comments by the Board.

New Chief Search

Chief Moore stated he is planning to retire this year, if the board decides to go with an internal process, he believes we have three very qualified candidates for an internal process. He stated, this agenda item is to have a discussion on how we want to go about the selection process. Historically hiring a Fire Chief is done by three ways; one is by appointment without a testing process, which he believes would not be the best option. The second process would be internal testing, and the third would be a full nationwide testing process. He will help give direction as little or as much as needed through this process. Chief Moore stated he has a preference that we look at an internal process first, and if the Board does not choose one of the three candidates, the Board can then go to the external process. He stated he does not believe we need to have a different direction in the way we are going, for example, we have a strong strategic and capital plan and our ISO is the lowest it's ever been.

Chief Moore stated it is time to move to a new chapter in his life, the Department is doing well, and, in his opinion, there are three candidates internally that are fully capable of doing the job. Board member Jacobs thanked Chief Moore for his service, she then made a motion to conduct an internal testing process by inviting our three Assistant Chiefs to apply for the position, Board member Brown seconded the motion, there was no discussion, and the motion passed 4-1 with John Martinolich opposed.

Selection of Service Provider to Assist in Fire Chief Selection Process

Chief Moore stated, regardless of the testing process is internal or external, he thinks the District should engage in a service provider to make sure the testing process is fair and equitable and unbiased. This is usually done for testing of Captains and above. He strongly encourages the Board to use a service provider.

Board member Brown made a motion to hire Brenda Tranchina to facilitate the hiring process. Board member Jacobs seconded the motion, discussion continued to include in the motion a max cost of the service and point of contact. Board Member Brown amended her motion to hire Brenda Tranchina to facilitate the testing process with a max cost of $3,500 and to have the point of contact be Chief Moore. Board member Jacobs seconded the motion, and all were in favor, the motion carried unanimously.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS

None.

ANNOUNCEMENTS

None.

NEXT BOARD MEETING

February 25, 2025

ADJOURNMENT
The meeting was adjourned at 9:41 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