BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
February 25, 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

Other Present: Attorney for District – William R. Whittington
Human Resources Strategies, LLC – Brenda Tranchina

CORRESPONDENCE AND PRESENTATIONS

Presentations: Engineer Robert Cholewinski

CONSENT AGENDA

A. Approval of Minutes – January 28, 2025, Regular Public Meeting.
B. Acceptance of Financial Reports for January 2025
C. Approval of Surplus - Type 6 Brush Truck

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:
The new Type 6 brush truck is now in service.
Nothing to report on new grants, The Solar project for Station #7 will begin once permitting is completed.
A comprehensive list of legislative issues has been emailed to the Board for review.
No deficiencies were noted in the recent DHS Training audit of the BCFD training center.
The annual leadership academy is scheduled for March 2025, see flyer attached.
The Station #1 remodel bids will be presented at the next Board meeting for approval.

Operations Report – Assistant Chief, Justin Flummer

Chief Flummer stated Bullhead Fire contributed to the FDA required Laughlin/Bullhead Airport annual tabletop exercise. Work continues on the Motorola FLEX off-site server, integrating third party software to enhance responses. The total call volume for January was 1072 calls for service.

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.

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 will be hosting along with the Bullhead City Police Dept. the Bike Rodeo this Saturday March 1, from 9-12 at the Bullhead City Walmart parking lot.

BUSINESS

A. POSSIBLE VOTE TO GO INTO EXECUTIVE SESSION:
legal advice pursuant to A.R.S.§38-431.03(A)(3) re: Fire Chief selection process.
A.R.S.§38-431.03(A)(1) re: consideration of Fire Chief appointment and possible instructions to attorney and staff re: possible contract for Fire Chief Services. Pursuant to A.R.S.§38-431.03(A)(4) re: same.
Board member Jacobs made a motion to adjourn to executive session, Board member Moore seconded the motion, all were in favor and the motion carried. The Board adjourned into executive session at 9:22 a.m.

RECONVENE INTO PUBLIC SESSION:
The Board reconvened into public session at 10:56 a.m.

B. Possible Modification and Approval of Fire Chief Job Description
Board member Jacobs made a motion to modify the education requirements for the position of Fire Chief with the education requirements to be completed no later than nine (9) months from the start date of the Fire Chief Contract.
Board member Brown seconded the motion, the motion passed with a 4-1 vote, Board Member Martinolich opposed.

C. Selection of Fire Chief Replacement
Board member Martinolich stated he has thought of this a lot recently, as an experienced firefighter/paramedic and recent experience going through the AFDA educational conference for Board training. We need to get this right; we have a very short timeframe to hire a replacement of the Fire Chief and should not be rushed into a decision. He would like to suggest a process that respects our current chief's timeline, looking internally and externally to provide time to make a decision. He proposes selecting an interim chief which gives us time to do a full-blown recruitment, this buys us time while still giving us continuity in the department. Having more people to choose from will help us make an educated decision, not one that is quick and convenient.
Board member Martinolich made a motion to select Scott Neal as Interim Fire Chief. There was no second and the motion failed.
Board member Jacobs made a motion to offer the Fire Chief position to Justin Flummer, upon the condition of a contractual agreement between the Board and Justin Flummer. discussion continued, Board member Jacobs stated that two of the candidates tested very well, one did not test as well. For her that eliminated the one to focus on the other two. She said this was one of the hardest decisions she has ever had to make. She takes this seriously, and cares about the community. She is thankful that all three had the opportunity to test. Board member Moore stated it was a hard decision; all three candidates were good. Chairman Cummings congratulated all three, they all did a wonderful job.
The motion to appoint Justin Flummer as Fire Chief was done by roll call as follows:
Board member Jacobs – yes
Board member Moore – yes
Board member Martinolich – yes
Board member Brown – yes
Chairman Cummings – yes

All were in favor, the motion passed unanimously.

D. Possible appointment of an Interim Fire Chief
No action was taken by the Board.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS
None.

ANNOUNCEMENTS
None.

NEXT BOARD MEETING
March 25, 2025

ADJOURNMENT
The meeting was adjourned at 11:04 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