BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
February 24, 2026

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

ROLL CALL

Present:
Board Chair: Rose Jacobs
Board Clerk: Ellen Brown
Board Member: John Martinolich
Board Member: Charles Moore
Board Member: Open Seat

Staff Present:
Fire Chief: Justin Flummer
Assistant Fire Chief – Logistics: Scott Neal
Assistant Chief – Admin Forrest Taylor
Administrative Manager – Paula Acker

CORRESPONDENCE AND PRESENTATIONS
Badge presentation to Firefighter Damian Raney.

CONSENT AGENDA
A. Approval of January 27, 2026, Public Meeting Minutes
B. Acceptance of January 2026 Financial Reports
C. Approval of the 2026 election calendar.

Board member Brown motioned to approve the consent agenda as presented. Board member Martinolich 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 are included in the Board packet:

• Staffing: Hiring is in progress; we are currently waiting for results from the National Testing Network exam conducted last week. Currently we have two shift vacancies, two additional future vacancies are expected due to the retirement of Engineer Mark Metcalf and Engineer Rory Ward. We would like to recognize both engineers for their long and successful careers at Bullhead City Fire and service to the community.

• Training/ Professional Development: Chief Campbell is attending the Arizona Fire Chiefs Association CEOP (Chief Executive Officer Program) class this week. Fire Marshal Barrett is attending NFPA classes in Las Vegas.

• Legislative Updates: State session began in January, AFDA is monitoring eight bills that could affect the department. A list of those bills can be provided upon request.

Operations Report
• Call Volume for January 2026: 1009 calls for service.

• Training: A list of completed and upcoming training sessions is included in the meeting minutes.

Logistics Report – Assistant Chief, Scott Neal
• Station repairs: Fire stations are currently in good repair overall. Bids have been obtained for several replacement items planned for spring, including two swamp coolers and a range hood for Station 1.
• Apparatus: The platform repair project is underway; a visit is planned within the next couple of weeks during the mid-repair stage and will provide an update at the next board meeting. The fireboat has returned to service.
• Supply chain: efforts to reduce supply chain costs continue, including adjustments to how station supplies are acquired.
• Generator Inspections: Annual winter inspection has been completed with no issues identified.

PPD/EMS Report – Assistant Chief, Taylor
• WAVE program: We are past the halfway point this year, recruiting for the next year will begin interview process will begin next month for the next school year class. we have received over 100 applications from Mohave Valley and River Valley. The majority of applicants are juniors and seniors. The graduation for current students is scheduled for May 8, 10:00 a.m. at the Anderson Fieldhouse.

• EMS Training: BCFD has been recertified as a Premier EMS Agency through the Arizona Department of Health Services (DHS).

This designation reflects a commitment to data-driven patient care. The department submits detailed call data to the state for analysis to identify strengths and areas for improvement. Key tracked patient care categories include:

- Cardiac Arrest
- STEMI (heart attack)
- Stroke
- Trauma
- Pediatric emergencies

The department is one of only three agencies in the Western Region designated as a Premier EMS Agency.

CRR Report – Fire Marshal, Barbie Barrett
Fire Marshal Barrett is attending NFPA classes in Las Vegas.

BUSINESS

Consideration of candidates and appointment.
Chairperson Jacobs stated five individuals submitted letters of interest or applications for the vacant board position by the February 20 deadline. The Chair explained the selection process, including allowing each candidate to have three minutes to speak, followed by questions from the board. The board also reviewed the expectations and responsibilities of the position, including meeting attendance, required training, and participation in district duties. Candidate names were then drawn randomly to begin the interview process.
The board conducted interviews for candidates interested in filling the vacant fire district board seat. Candidates were invited to speak and answer questions regarding their experience, qualifications, and willingness to run in the upcoming election. After completing the interviews and discussing the candidates Board member Martinolich made a motion to appoint Robert Poulin to fill the vacant board seat for the remainder of the term. Board member Brown seconded the motion. Chairperson Jacobs asked for a roll - call vote:
John Martinolich – Yes
Ellen Brown – Yes
Charles Moore – Yes
Rose Jacobs – Yes
Motion carried.

Budget timeline:
The Chief presented the proposed timeline for the FY 2026 budget process and requested the board schedule a budget workshop. After discussion, the board agreed to hold a budget workshop on May 5 at 10:00 a.m. at Station 7.

SUGGESTED ITEMS FOR FUTURE BCFD BOARD MEETINGS
None.

ANNOUNCEMENTS
None

NEXT BOARD MEETING
March 24, 2026, 9:00 a.m.

ADJOURNMENT
The meeting was adjourned at 10:02 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