PUBLIC MEETING MINUTES

June 26, 2018

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by Board Chairman Dave Cummings. Chairman Cummings led the Pledge of Allegiance.

ROLL CALL

Present:	Board Chairman: Dave Cummings
	Board Clerk: Chuck Moore
	Board Member: Heather Petrillo
	Board Member: Ralph Mauzy
	Board Member: Karen Flenniken
Staff Present:	Acting Fire Chief: Scott Neal
	Assistant Fire Chief Logistics: Scott Neal
	Assistant Fire Chief Operations: Patrick Moore
	Fire Marshall: Jim Dykens
	Administrative Manager: Paula Acker

PRESENTATIONS

There were no presentations

CONSENT AGENDA

Board Member Moore moved to accept the consent agenda as presented, Board Member Mauzy seconded the motion, all were in favor and the motion carried unanimously.

BUSINESS

A. Possible approval of a permanent Fire Chief job description.

Chairman Cummings stated in the May public meeting direction was given to staff to provide a Fire Chief job description to the Board, the Board has reviewed the job description. Board Member Petrillo made a motion to approve the Bullhead City Fire Department Fire Chief job

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description with one exception; instead of a minimum of twelve (12) years experience, she would like to see a minimum of fifteen (15) years experience. Board member Mauzy asked why fifteen (15), Board Member Petrillo stated it is her understanding that (15) years minimum is a standard in Arizona for a Fire Chief. Board Chairman Cummings seconded the motion, all were in favor and the motion carried unanimously.

B. Possible replacement, timing, appointment of an interim Fire Chief, effective date of appointment, conditions and parameters.
Board Member Flenniken made a motion to discuss, Board Chairman Cummings seconded the motion. Board Member Flenniken made a motion to appoint Patrick Moore as new interim Fire Chief until placement of a new permanent Fire Chief, with an effective date of today. Board Member Petrillo seconded the motion. Acting Interim Fire Chief Scott Neal addressed the Board by requesting a written formal performance review of his duties as the interim Fire Chief from January 26, 2018 through today. He stated he would like this document to be provided to him at the next Board meeting. On the Motion all were in favor and the motion carried unanimously.

C. Discussion Possible action re; New Fire Chief search, Internal, external, compensation and expectations of a permanent Fire Chief position, process for Fire Chief search.
Board Member Mauzy made a motion to discuss, Board Member Moore seconded the motion. Board Member Mauzy motioned he would like to retain Patrick Moore as Interim Fire Chief for six (6) months and then look internally for a candidate and lastly if needed do an external search. Board Chairman Cummings asked why six (6) months. Board Member Mauzy stated we would like to evaluate Interim Chief Moore at six (6) months and depending on that outcome of an evaluation Chief Moore the Board would either hire him as the Fire Chief or go to the outside for a search. Board Member Mauzy also added if Chief Moore is not the right candidate we will search within the Department. Board Member Petrillo stated she believes the Fire Chief position should be open to anyone that meets the qualifications of the job description and would like to first look internally and allow anyone within the department that meets the qualifications to apply and if the applicants do not meet the standard for Chief at that time then we can look externally. Board Chairman Cummings asked the Board if six (6) months is a long time, Board Member Moore stated he understands where Board Member Mauzy is coming from although if Chief Moore shows the skills in the interim he believes within two (2) or three (3) months we could go ahead and select him as the permanent Fire Chief without going out for an external search. Board Member Flenniken asked when would the applications for Fire Chief be accepted, Chairman Cummings and Board Member Mauzy stated today and the Board will make a decision at the end of the three (3) months. Board Member Mauzy clarified his motion; to appoint Chief Moore as Interim Chief for three (3) months, effective immediately we will accept applications for Fire Chief within the Department for the position of Fire Chief. At the end of three (3) months the Board will make a selection or determination. If the Board does not select from within the Department at that time the Board will look at an outside search. Chairman

Cummings added the pay will be determined by the policy that is in place currently. On the Motion all were in favor and the motion carried unanimously.

D. Service provider to assist in the permanent Fire Chief Selection.
Chairman Cummings stated the Board will decide after the three (3) month period.

E. PEHP Contributions at Retirement.
Chief Neal addressed the Board, he explained each calendar year the majority vote is taken to the Board to approve sick time payout to either be paid out in cash or rolled over to a post employee health plan (PEHP). He explained currently there is a retiring employee that would like to roll into a PEHP and because the Board has not changed the PEHP this year it is being brought to the Board to make this change which will remain in effect until next year when the majority votes again. Board Member Petrillo asked if sick time and vacation could be rolled, Chief Neal stated yes. Board Member Moore moved to allow the sick time and vacation pay to be rolled over to PEHP at retirement, Board Member Flenniken seconded the motion. All were in favor and the motion carried unanimously.

F. Possible approval of purchasing SCBA equipment out of the General Obligation Bond proceeds.
Chief Moore addressed the Board. He stated the safety committee has prepared two (2) estimates for the Board to review for the purchase of self-contained breathing apparatus (SCBA). He stated the committee has evaluated three specific brands of SCBA , Scott, Avon, and MSA, the committee presented to the Bond Oversight Committee in May, 2018, and the Bond Committee did approve to move this purchase forward. The SCBA that was chosen is the same equipment we are currently operating with. At present we have (70) SCBA in our fleet and are looking to keep the same type of SCBA's. He stated the Bond Oversight Committee chose the MSA G1 and are asking the Board today to review and approve a purchase out of the Bond fund for one of the two bids that are in the Board packets.
Discussion ensued where questions were asked and answered in regards to the SCBA's quality, cost and warranty. Chief Moore stated it is recommended to choose the lower bid from LN Curtis saving approximately $6,000.
Board Member Mauzy made a motion to approve the proposal of SCBA's from L N Curtis, Board Member Moore seconded the motion and the motion carried unanimously.

G. Possible approval of the purchase of a new Microwave Communication system out of the General Obligation Bonds.
David Verley, BCFD IT manager addressed the Board. David explained the history and challenges of the current communications system. He explained microwave communication links between BCFD Fire stations and his recommendation would be to go with Macintosh. He answered questions from the Board on difference in the three bids, quality, time frame of

installment and warranty of three (3) years with the possibility of a five (5) year warranty at an extra cost in the future.
Board Member Moore moved to approve the purchase of a new Microwave communication system, out of Bond proceeds in the fiscal year 2018-19 budget. Board Member Flenniken seconded the motion and the motion carried unanimously.

H. Resolution 2018-04- Call for Election.
Board member Flenniken made a motion to approve and adopt a resolution to call for the election of two (2) vacancies on the BCFD Fire Board at the November 2018 election. Board Member Moore seconded the motion, the motion carried unanimously.

I. Resolution 2018-05 Wells Fargo Letter of Declaration
Chief Neal explained that each fiscal year the Board is asked to approve by resolution a revolving line of credit as directed by the Mohave County Treasurer's office pursuant to A.R.S. 11-604.01. He explained that the first three months of the fiscal year before the taxes start to come in the District may have to utilized a line of Credit set up with Wells Fargo through the County. Board member Petrillo made a motion to accept the resolution as stated, Board Member Moore seconded the motion. All were in favor and the motion carried.

J. Resolution 2018-06 removal of Rick A. Southey as an authorized officer and or signer on all-financial institution checking, savings and credit card accounts.
Chairman Cummings stated that now Chief Southey has retired, he must be removed from all banking accounts with BCFD. Board Member Flenniken made a motion to approve the resolution 2018-06, Board Member Mauzy seconded the motion. All were in favor and the motion carried.

K. Public Hearing-Budget for Fiscal Year 2018-19
There were no public comments. Chief Moore explained that a 1% cost of living (COLA) has now been worked into the budget for all employees, he stated the COLA does not affect the bottom line of the budget presented to the Board, and the tax rate remains the same at $3.15

L. Closing of Public Hearing
Close of public hearing.

M. Resolution 2018-07 fiscal year 2018-19 Budget adoption.
Board Member Moore moved to approve the Budget adoption, Board Member Mauzy seconded the motion. The motion carried unanimously.

N. Certification of Budget adoption.

Board Chairman Cummings read A.R.S 48-805-02 (D) which certifies the budget as a true and accurate estimate of revenues and expenditures. Board Member Mauzy made a motion to adopt the certification of Budget, Board Member Moore seconded the motion and the motion carried unanimously.

7. CALL TO THE PUBLIC

Doug Stevens of 1141 Chislehurst Ct, Henderson, NV addressed the Board. Mr. Stevens stated he had given the Board some concerns he had raised after he resigned as an assistant Chief of BCFD. He thanked the Board for taking his concerns seriously and proceeding with an investigation. Mr. Stevens stated he would like to take this opportunity to follow up on the investigation and had requested a week ago to have three (3) agenda items placed on today's agenda to review the results and opinion of the investigation, and discuss the occupational health standards that do apply to BCFD. He stated he believes the findings of the investigation have led the Board down the wrong road on what safety rules and regulations are. Mr. Stevens stated personally he invested a lot of time and money in the investigation by making thirteen (13) different appearances at meetings , interviews, phone calls and giving documents to the investigators. He has concerns that his documentation was omitted in the investigation. He believes it is critical that these issues be discussed at the next public Board meeting and asked the Board to please allow these agenda items to be added to the agenda.

Captain Rick Loran of BCFD addressed the Board, he stated he would like to take three (3) minutes to address comments that were directed at him by Rick Southey at the June 1, 2018 Public Board Meeting and then six (6) minutes representing the suppression personnel of BCFD. Captain Loran stated he had addressed the Board during a call to the public at a previous Board meeting making an observation of his (29) years with BCFD. On June 1, 2018, during the public meeting, Chief Southey stated that Captain Loran had made allegations and accusations towards him at the previous meeting during the call to the public. Captain Loran stated Chief Southey made an intentionally false statement regarding Captain Loran's previous comments to the Board.

Captain Loran explained to the Board that he recently completed an online ethics training that was provided to BCFD employees, stating it is unethical to lie, which he believes Chief Southey did on June 1, 2018 during the open meeting in regards to Captain Loran's previous call to the public comments.

Captain Loran stated the investigation was very one sided. He also addressed Board Member Petrillo regarding a comment she made at the June 1 meeting, in which she stated she was surprised at the low attendance of that meeting. Captain Loran stated there were some suppression employees out of town and were not able to attend on the June 1 meeting.

Captain Loran gave a presentation to Doug Stevens by suppression for his time and service at BCFD by presenting him with a trophy and plaque.

REPORTS

Firefighters' Community Report
There was no comments

Fire Chiefs Comments
Chief Neal stated in today's Board packets is letter of interest from Spectrum. he explained the company would like to put forth a contract for future approval to lease space on our towers we use for communication. They would like to put forth a proposal for a 5 year lease and would pay the Department $1,000 a month for this lease space. Board Member Mauzy asked if we had contacted the city for permission to do this, Chief Neal stated all the legality will be checked prior to the contract being presented to the Board. David Verley IT manager stated this initial document is an agreement to begin negotiations, and if the tower is suitable.

Chief Neal advised the Board that the sick time language change has been suspended.
He also stated recently our Department had a VFIS risk management audit, looking at risk management practices, a document will be produced on ways we can improve business. When completed by VFIS It will be brought to the board for future review.
Chief Neal state the ZOLL contract termination is still pending, and we are experiencing reduced monthly costs of the ZOLL software now we are not using it at full capacity.

Logistics Report
Chief Neal FTU, hasn't gone the way we envisioned, conversation will be done on future projects and may have to look elsewhere for future needs. Second or third week of July a walkthrough to ftu on completion of ambulance. Frustration with FTU they are honoring warranty and will have a meeting with them in two weeks.

Operations Report
Assistant Chief Moore gave an operations report to the board and stated inside the report is information on special technical team training Captain McCabe has been conducting and upcoming training in the next several months will include swift water rescue, active shooter as well as rope rescue 1 and 2. The report also has operations statistics for medic units and engines. We have been working on Lexipol (policy manual software) meeting every other week getting chapters done. Bond committees have been meeting, gathering information for presentations in the future to the Board. He advised one Bond Oversight committee member resigned and the committee will be reviewing letters of interest at their next meeting to fill that spot. We will be attending a regatta planning meeting scheduled this Friday making sure all responding agencies are on the same page. Chief Moore addressed questions from the Board on specific statistics and topics of the report.

EMS REPORT

EMS Manager Forrest Taylor advised the Board the State of Arizona DHS did a site visit and our training program is back in compliance. He stated the development of a training plan for EMS is a twenty four (24) month process where we will find instructors from within our department, Mohave County and the Las Vegas area. He stated we had a successful Tape and Chart meeting with Dr. Paul from Western Arizona Medical Center this week. He explained this meeting reviews high priority calls, what we can learn and improve on in the future.

Fire Prevention report

Chief Dykens stated he provided a construction update and facilities that are in the plan review stage to the Board today. Mohave County went into stage (2) fire restrictions wich bans any open fires, campfires and consumer permissible fireworks. He advised this does not pertain to the cities of Bullhead, Kingman, Lake Havasu, it is for Mohave County only. Bullhead City burn permits are still status quo and feel Bullhead City restrictions are sufficient. Consumer permissible fireworks continue to be legal in Bullhead City restricting use from dates of June 24, through July 6 each year. He added that the permissible fireworks have not caused any problems in Bullhead and will continue to be allowed for the enjoyment of the community.

FUTURE AGENDA ITEMS/BOARD DIRECTION TO STAFF

Board Member Mauzy asked about the Hazmat at station #2, 1230 Highway 95. Chief Neal stated we are waiting on an oil basin that was purchased from Patriot Environmental to be delivered.

ANNOUNCEMENTS

There were no announcements

ADJOURNMENT

With no further business, Board Chairman Cummings motioned to adjourn, Board Member Moore seconded, Meeting adjourned at 9:52 a.m.

Recorded by,

Paula Acker
Administrative Manager

Approved by,

David C. Cummings, Chairman
Fire District Board

Charles Moore, Board Clerk
Fire District Board