BULLHEAD CITY FIRE DISTRICT
GOVERNING BOARD MEETING MINUTES
September 22, 2026

INVOCATION Given by Rose Jacobs, Chairperson of the Board

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.

ROLL CALL

Present:
Board Chair: Rose Jacobs
Board Clerk: Ellen Brown
Board Member: Charles Moore
Board Member: Robert Poulin
Board Member John Martinolich

Staff Present:
Fire Chief - Absent
Administrative Manager – Paula Acker
Assistant Chief - Scott Neal
Assistant Chief - Forrest Taylor
Fire Marshal – Barbie Barrett

Correspondence and Presentations
Badge pinning presentation: Firefighters Christian Stepanuk and Tyler Edwards.

Wave program recognition: Chief Taylor announced that the WAVE program was recognized as the highest-performing fire service program in Arizona. He recognized Nate Bare and Captain Gordon for their work and highlighted the program's role in preparing future District firefighters. The Board thanked staff and students for their efforts.

CONSENT AGENDA

A. Approval of August 25, 2026, Public Meeting Minutes
B. Acceptance of August 2026 Financial Reports
C. Approval of Policy revisions:
   Policy 1015 – Standards of Conduct

Board member Poulin motioned 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
No response to call to the public this month.

Firefighters' Community Report-PFFA Local 3647
No report given this month.

Fire Chief's Report
Assistant Chief Taylor presented the report on behalf of Chief Flummer.
Summary of reports is included in the Board packet:
• Wildland response: All wildland teams have returned from assignments and are available for additional responses. A letter from the Central West Zone Type 3 incident commander was included in the Board packet recognizing the District's capabilities and assistance to outside agencies.
• Alerting Project: Station floor plans have been submitted, and an official quote is expected within the next few weeks. Chief Taylor noted that the system was already in use in Kingman and Lake Havasu City.

• First Arriving dashboard: The project is approximately 95% complete and is operational, displaying real-time information on station television monitors. Chief Taylor discussed the benefits of pre-alerting and improved access to call information in reducing response times. Board members expressed appreciation for the improvements and requested a demonstration, which is available currently at Station #7.

• 2027 AFDA Conference: Chief Taylor reported that the conference would be held January 5–7, 2027, at Casino Del Sol in Tucson, a change from the previous Laughlin location.

Operations Report-Assistant Chief Shane Campbell

• August call volume: The District responded to 1,077 calls for service.

• Staffing update: Two firefighter EMT candidates, both WAVE program alumni, were undergoing background checks. Successful completion would bring the District to full staffing and support the goal of staffing Station #7 with four personnel.

• Wildland operations: Crews returned from assignments lasting two to three weeks and were available for additional responses after attending fire school and career development courses in Phoenix. The District had participated in 40 fires or pre-positioning assignments during the season. The Board thanked personnel for their service.

• Training: Personnel completed quarterly firefighter skills testing, a Mayday review of the recent Tulsa fire, and officer development training. Seven personnel were expected to complete probation the following month, subject to successful completion of requirements. Additional night training was planned before year-end.

Logistics Report- Assistant Chief Scott Neal

• Station maintenance: Stations were generally in good working order. A suitable range hood had been located and ordered for Station #1, with installation to proceed upon delivery. Two repairs at Station #2 were being addressed, with the vendor agreeing to cover replacement parts under warranty. Door work associated with the SCBA washer area was completed.

•Ladder platform: Repairs in Phoenix were nearly complete. Staff were awaiting scheduling of the ladder inspection and testing before returning the apparatus to the District.

• Surplus equipment: The hydrant truck auction has opened on GovDeals with a starting bid of $5,000. Four bids have been received. The auction is expected to run approximately two weeks, with results to be reported the following month.

•Hazardous materials collection: The next collection event is scheduled for Sunday, October 18, from 8:00 a.m. to 1:00 p.m., behind the MVD building. Flyers listing accepted and prohibited materials will be posted on the District website and throughout the community.

Preparedness and Professional Development report- Assistant Chief Forrest Taylor

• Medication dispensing program: The District obtained its DEA license and would transition from hospital medication resupply to its own medication dispensing program. Two dispensing units would be provided at no cost. Implementation was anticipated in early October, pending delivery and installation. Station #1 and Station #7 were the anticipated initial locations to allow management or battalion chief oversight, with potential future expansion to other stations.

• Learn the Beat: Chief Taylor presented a recap video and a student-submitted video demonstrating the program's outreach. The program had grown from 254 eighth-grade participants in its first year to 788 in the most recent year, reaching a total of 3,265 students. Students were encouraged to teach family members and friends, with submitted videos earning an additional entry in a PS5 drawing.

CRR Report – Fire Marshal Barie Barrett

• Community Risk Reduction Safety Fair: The event is scheduled for Saturday, October 3, from 9:00 a.m. to noon at the Anderson Fieldhouse. Sponsors include Anderson Fieldhouse, City