

**MINUTES OF THE SPECIAL MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT**

Wednesday, October 1st, 2025

The Governing Board of the Northern Arizona Fire District met on this 1st day of October 2025, at 9:00 a.m. for its special meeting at the Fire Administration Building at 2600 E. Northern Avenue, Kingman, Arizona.

1. **CALL TO ORDER** – The meeting was called to order by Chairman Bryant at 9:00a.m.

2. **ROLL CALL OF BOARD MEMBERS**-All five board members were present and in person

3. **PLEDGE OF ALLEGIANCE**-Clerk Bell leads the pledge of allegiance

4. **CALL TO THE PUBLIC** – Members of the public wishing to address the Board on any matters related to the district are asked to please sign in on the call to the public log prior to the start of the meeting. Members of the public addressing the Board must state their name.

5. **BUSINESS:**

A. Possible Executive Session for Legal Advice – Pursuant to A.R.S. Sec. 38-431.03(A)(3) the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the District regarding next steps for selection of interim fire chief including method of review of applicants reviewed by Prothman, interview process, interview questions, process for retention of interim fire chief, and process for conditional offer of employment.

NOTE: Pursuant to A.R.S. Sec. 39-431.03(C), executive sessions are confidential.

- Director Bailey motions to go into Executive session for the first item on the agenda. Seconded by Director Bonnee. All in favor, passed unanimously.

✓ Executive session start time 09:10 am

✓ Executive session ends 09:55am

B. Discussion and possible action regarding: Review of applications received through Prothman and further discussion and action regarding steps moving forward with the retention of an interim Fire Chief including but not limited to determining process for interviews, approving set of interview questions and approving a method of evaluation, proposed compensation, and process for conditional offers of employment.

- Clerk Bell motions to approve the list of questions as written and presented to the board by Legal. Director Bonnee seconds. All in favor, passed unanimously.

**MINUTES OF THE SPECIAL MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT**

Wednesday, October 1st, 2025

- Clerk Bell motions to approve the evaluation process as written for the Interim Fire Chief candidates' interviews. Director Bonnee seconded the motion. All in favor, passed unanimously.
- C. Possible Executive Session for Personnel Matters – Pursuant to A.R.S. Sec. 38-431.03(A)(1), the Board may vote to go into executive sessions for discussion or consideration of employment of candidates for a position as the District's Interim Fire Chief.

- Discussion or consideration of employment of candidates for a position as the District's Interim Fire Chief.
- Executive sessions for each candidate during which the Board may invite the candidate into the executive session. The order is subject to change.
 1. Brian Grant
 2. Pat Drennen
 3. Brian McMahan
 4. Kevin Nalder
- Continued executive session for discussion or consideration of employment of candidates for a position as the District's Interim Fire Chief.

NOTE: Pursuant to A.R.S. Sec. 39-431.03(C), executive sessions are confidential.

- Clerk Bell motions to take a 10-minute break at 10:00 to return at 10:10am. Seconded by Director Collins. All in favor, passed unanimously.
 - Director Collins motions to go into Executive session for interviews with candidates. Seconded by Director Bonnee, all in favor. Passed unanimously.
- ✓ Executive session starts at 10:19am
 - ✓ Executive session ends at

- D. Possible Executive Session for Legal Advice – Pursuant to A.R.S. Sec. 38-431.03(A)(3) the Board may vote to go into executive session for discussion or consultation for legal advice with the attorney for the district regarding next steps for selection of interim fire chief.

NOTE: Pursuant to A.R.S. Sec. 39-431.03(C), executive sessions are confidential.

- Inside of the previous Executive session, it was decided to combine these two agenda items together into the same session.
- ✓ Executive session ended at 02:57pm
 - ✓ Regular session resumed at 02:57pm

**MINUTES OF THE SPECIAL MEETING OF GOVERNING BOARD OF THE
NORTHERN ARIZONA FIRE DISTRICT**

Wednesday, October 1st, 2025

E. Review, discussion, and possible action to determine next steps in the selection and hiring process for an interim fire chief, direct Prothman Company, the attorney for the district, and/or designated Board Member to conduct any additional follow-up, reference checks, background checks, or obtain additional information regarding candidate(s).

- Clerk Bell makes a motion to utilize Donna (Legal) to contact Prothman in order for them to run background checks and to forward the top three candidates back to the Board. Seconded by Bonnee, all in favor. Passed unanimously.

F. Review, discussion, and possible action to authorize and direct issuing conditional offer(s) of employment.

G. Review, discussion, and possible action to set special meeting to address next steps in hiring an Interim Fire Chief.

- Motion by Director Bonnee to set the next special meeting for Tuesday October 7th at 09:30am. Director Collins seconded, all in favor, passed unanimously.

6. Adjournment

A. Director Bonnee motioned to adjourn. Second, by Director Collins. All in favor. Motion carried unanimously.

MINUTES prepared by: Rebekah Bancroft
(This is a working draft until board approval)

Date
Approved: 10/09/2025

John Bryant, Board Chairman

Jim Bell, Board Clerk