

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF THE  
NORTHERN ARIZONA FIRE DISTRICT  
THURSDAY, OCTOBER 19, 2023**

The Governing Board of the Northern Arizona Fire District met this 19<sup>th</sup> day of October 2023, at 6:00 p.m. for its regular monthly 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 Bailey at 6:01 p.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present were Chairman Jim Bailey, Director John Bryant, Director Sue Brown, Director Mike Collins, and Director Timothy Bonnee.
4. **CALL TO THE PUBLIC** – The District may, but is not required to, give the public an opportunity to speak to any issue. A.R.S. §38-431.01(H).
5. **APPROVAL OF MINUTES** –
  - Approval of Regular Meeting Minutes of September 14, 2023
    - Director Bryant motioned to approve the consent agenda meeting minutes.
    - Director Collins seconded, All in favor, motion carried.
6. **REPORTS AND CORRESPONDENCE**
  - A. Chief's Report – Chief Dallman gave his report in accordance with his memorandum and the Monthly Performance Report, both in the board packet.
  - B. Financial Report – No discussion.
  - C. Correspondence –
    1. **Station 32 roofing issue.**
    2. **Letter from French Fire Fighters.**
    3. **Letter to Lingenfelter**
7. **DISCUSSION AND POSSIBLE ACTION RE:**
  - A. **APPROVAL OF SEPTEMBER FINANCIAL REPORTS**
    - No Discussion
      - Director Bonnee motioned to approve the Financial reports as listed.
      - Chairman Bailey seconded. All in favor, motion carried.
  - B. **REVIEW, DISCUSS AND POSSIBLE ACTION ON THE 100 CLUB OF ARIZONA 3RD QUARTER 2023 SAFETY ENHANCEMENT STIPEND FOR WILD LAND RADIOS.**
    - No Discussion
    - Director Bonnee motioned to approve the Financial reports as listed.
    - Chairman Bailey seconded. All in favor, motion carried.
  - C. **REVIEW, DISCUSSION, AND POSSIBLE APPROVAL ON POLICY CHANGES FOR EARNED TIME COUNTING AS HOURS WORKED; AND GOING TO HAVING ADDITIONAL OVERTIME ON EACH PAYCHECK.**
    - Director Bryant motioned to table this item until the next regular board meeting due to not having much information on what the item entailed.
    - Director Collins seconded. All in favor, motion carried.
  - D. **REVIEW, DISCUSSION, AND POSSIBLE ACTION ON HIRING AN ADMINISTRATIVE ASSISTANT BEFORE THE MERGER WITH GOLDEN VALLEY ADMINISTRATION.**
    - Director Bailey pointed out that the agenda item should state shared services rather than merger of administration with golden valley. Interim Chief Dallman stated why we would

need to bring in an assistant before the shared services with Golden Valley due to the administrative assistant needing an extended period of time off in the near future. Director Bonnee asked about the cost and if it is something that we can afford. The admin assistant stated that yes, it is something budgeted for.

- Chairman Bailey motioned to approve the hiring of an admin assistant before the shared services with Golden Valley.
- Director Brown seconded. All in favor, motioned carried.

**E. REVIEW, DISCUSSION, AND POSSIBLE APPROVAL ON ADOSHI GRANT.**

- Director Mike Collins asked what the cost yearly would be for us after the three years of the grant was up, Dallman stated that it does not exactly say that, but he has heard it is a lot cheaper than going through that grant. And we will have the options at the end to either continue with our own cost, end it and give everything back, or possibly apply for the grant again. Director Collins asked if there is any cost to us for it initially, Dallman stated that there was not.
  - Director Collins motioned to approve the Adoshi Grant.
  - Chairman Bailey seconded. All in favor, motion carried.

**F. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON A NEW HIRING/TRAINING PROCESS FOR NEW FIRE FIGHTERS.**

- Interim Chief Dallman stated that because we are having a hard time in hiring people that we are looking into hiring EMT's and then putting them through the Firefighter academy at MCC, there is also a program we can put them through that will get them certified in the mean time and make them available for live fire training. Director Collins stated that he would want them to have the live fire training before they are allowed on the trucks for liability reasons. He asked if we can coordinate with City of Kingman Fire to have them put our new hires through that course.
  - Director Bonnee motioned to approve the new hiring process for firefighters with stipulation that they must go through Live fire training before getting on a truck.
  - Director Collins seconded. All in favor, motion carried.

**G. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON AUDIT ENGAGEMENT LETTER AND COMMUNICATON WITH THOSE CHARGED WITH GOVERNANCE DURING PLANNING, FROM WALKER AND ARMSTRONG.**

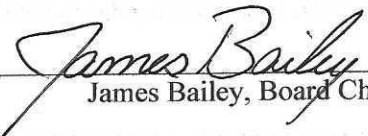
- Chairman Bailey motioned to give Interim Chief Dallman authority to sign the letter on behalf of the district.
- Director Collins seconded. All in favor motion carried.

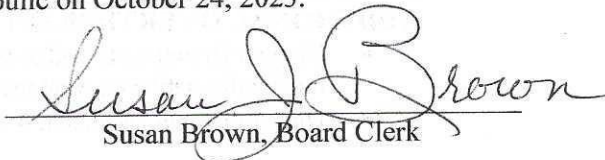
**8. ANNOUNCEMENTS –**

**9. ADJOURNMENT –**

- Chairman Bailey made a motion to adjourn at 6:40pm
- Director Collins seconded. All in favor motion carried.

These minutes were prepared and posted by Megan Dropulic on October 24, 2023.

  
James Bailey, Board Chairman

  
Susan Brown, Board Clerk