

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF NORTHERN
ARIZONA CONSOLIDATED FIRE DISTRICT #1
THURSDAY, NOVEMBER 19, 2020**

NOTICE: Due to Coronavirus/COVID-19, Arizona Executive Order #2020-18, and CDC recommendations on social distancing, the building is closed to the public and this meeting will be conducted electronically. Members of the public may call in to hear the live audio by joining the Zoom meeting. Public comment or audio is not allowed during the meeting and attendants are to listen only, per the guidance published by the Attorney General for the State of Arizona.

The Governing Board of the Northern Arizona Consolidated Fire District #1 met via Zoom from remote locations this 19th day of November 2020, at 6:00 p.m. for its regular monthly meeting. The Zoom meeting website, meeting phone number and meeting ID were all listed on the Agenda that has been provided and posted.

1. **CALL TO ORDER** – The meeting was called to order by Board Chairman Jim Bailey at 6:02 p.m.
2. **PLEDGE OF ALLEGIANCE** – Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present: Board Chairman Jim Bailey, Director John Bryant, Director Erik Berg, Director Sue Wilkin and Board Clerk Mike Collins (joined during the Annual Audit presentation at approximately 6:20pm) were all present via Zoom from remote locations.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions)
Chairman Bailey moved to approve the Regular Meeting minutes of October 15, 2020, as submitted. Director Berg seconded the motion. Passed by unanimous decision. Motion carried.
5. **REPORTS AND CORRESPONDENCE**
 - A. Chief's Report – Chief Rhoades gave his report in accordance with his memorandum and the Monthly Performance Report, both in the board packet. The Volunteer Program will take on a new emphasis and has been restructured. Chief Rhoades gave a COVID update and reminded the board members of the County Press Release he sent out earlier to all board members. Due to the rise in cases, internally he has locked down the fire stations to outside visitors, kept social distancing, and the wearing of masks (if within 6 feet of each other). Director Berg said he thought redoing the lock-down was a great thing; locking it down and having everyone wear a mask is a fantastic idea for keeping the staff safe.
 - B. Financial Report – No discussion
 - C. Correspondence – No discussion
6. **DISCUSSION AND POSSIBLE ACTION RE:**
 - A. **Approval of the October Financial Report.** Director Berg asked about our out-of-district billing; is it for accidents on the highway and we are billing insurance? Rhonda explained the billing is for fire incidents that occur at residences that are out of our district and we do not bill for incidents on the highway, because of FDAT. Motion was made by Chairman Bailey to approve the October financial report as submitted. Director Bryant seconded the motion. Passed by unanimous decision. Motion carried.

- B. Annual Audit Presentation by Walker & Armstrong LLP for FY 2019-2020.** The board was provided a Communication to the Governing Board, a final Financial Statement, and a Report on Internal Controls prior to the meeting. Curtis Bright gave a PowerPoint presentation to the board. Jay Parke pointed out our financial position and that we are doing quite well at managing our financial position. Overall, they saw significant improvement in the finance area within the District. They appreciate Rhonda and Chief Rhoades' assistance in doing so. As soon as a concern is raised, Rhonda and Chief Rhoades are on it, getting it corrected. Chairman Bailey made the motion to accept the annual audit presented by Walker & Armstrong for Fiscal Year 2019 – 2020. Director Berg seconded the motion. Passed by unanimous decision. Motion carried.

Mike Collins joined the meeting during the Annual Audit presentation by Walker & Armstrong at approximately 6:20pm. He participated in all votes from Item B through Item E, however, due to his phone stuck on mute, his vote was either a physical "thumbs up" vote or a "thumbs down" vote.

- C. Canvass Election Results.** The Board was provided the results of the general election for the three seats open on the Governing Board of NACFD provided by Mohave County Elections. Motion was made by Chairman Bailey to accept the Mohave County 2020 General Election results of James Bailey, Michael Collins, and Susan Brown as the newly elected Board Members on the Northern Arizona Consolidated Fire District Governing Board for a four-year term. Director Berg seconded the motion. Passed by unanimous decision. Motion carried.
- D. Set date and time for a Special Meeting the first week in December.** Chairman Bailey made the motion to hold a Special Meeting on Thursday, December 3, 2020 at 6pm for the purpose of swearing in newly elected board members, taking their oath of office and electing officers for the next calendar year. Director Bryant seconded the motion. Passed by unanimous decision. Motion carried.
- E. Discussion and possible approval of name change and adoption of Resolution 2020-013: Approving the name change from Northern Arizona Consolidated Fire District #1 to Northern Arizona Fire District.** Presented by Battalion Chiefs Jason Scott and Tim King regarding the staff's desire to rename and rebrand NACFD#1.

BC King explained that when Northern Arizona Consolidated Fire District #1 was named in 2008, the members of the organization were not involved in the process. Recently the Mission, Vision and Values were updated by the members of the fire department – these reflect how the members view the organization, the community and the fire department's role in delivering service. This process was employee-driven and defines who we are. Looking towards the future, several members have expressed interest in changing the name to reflect who we are as an organization. They organized, reached out to all the members in the organization and met on their own time. A survey was conducted, and all members were able to participate. After a diligent process, the name Northern Arizona Fire District was decided upon.

BC Scott stated this is a positive change and a subtle change, but a necessary change. This name change streamlines, modernizes, and encompasses what we do. The final two names the staff decided on were Northern Arizona Fire District and Northern Arizona Fire & Medical District. With the Northern Arizona Fire District name, our email addresses would have no change.

The Directors discussed the cost involved and the process of rebranding the District. Director Wilkin expressed her concern that we vote on this without an approximation on the cost. Most of our fire stations do not have the current name; therefore, we are already planning to change/update the name on those buildings. Chief Rhoades explained that we have already budgeted to make those

name changes to the buildings to make things consistent. Chief Rhoades suggested his creating a comprehensive list and a schedule for the name change to be presented to the board. The schedule will provide a timeline for the transition to the new name to keep within our budget.

Chairman Bailey asked if this new logo will be copyrighted. Chief Rhoades said he would work with the attorney to ensure that there is a copyright on our name and logo. Director Berg stated it definitely needs to be copyrighted and done as a district, not someone's personal deal. Chairman Bailey stated that there will be an understanding that going forward this will be the property of the fire district.

Director Berg made the motion to adopt Resolution 2020-013 approving and authorizing the name change from Northern Arizona Consolidated Fire District #1 to Northern Arizona Fire District effective as of 12:01 a.m. on November 20, 2020. Director Bryant seconded the motion. The vote was by person: Chairman Bailey, yes; Director Berg, yes; Director Bryant, yes; Director Collins, yes; and Director Wilkin, yes. The vote was 5 yes to 0 no. Passed by unanimous decision. Motion carried.

F. Recognition of Director Erik Berg for his years of service on the NACFD #1

Governing Board. Chairman Bailey thanked Director Berg for his service, his fire service knowledge, and his medical service knowledge he has brought to the board over the past 12 years. Battalion Chief Scott thanked Director Berg on behalf of the members of this organization for his dedication and commitment over the last 12 years. Battalion Chief Dallman thanked him for his commitment to the department and to the community through his dedication and guidance; his efforts have clearly helped NACFD move forward towards a bright future. He appreciates his time and commitment over the years. Battalion Chief King expressed his sincere gratitude for his service. It's a tough and thankless role, but he has fulfilled it with dedication, grace, and humility. He was presented an award that stated, "*Award of Recognition Presented to Erik Berg for his 12 years of continued support as a member of the Northern Arizona Consolidated Fire District Board of Directors – 2020.*" Director Berg expressed his thanks and gratitude to the board, the administrative staff, and especially the firefighters. He wished the firefighters and the board all the luck in the world moving forward.

7. **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).

Call to the public has been suspended due to the guidance of the Center for Disease Control (CDC) and the recommendation and approval of the Attorney General's Office, letter dated March 13, 2020, due to the impact of the COVID-19.

Public comments can still be submitted by the public in writing – including your name and address – to the NACFD Fire Administration office either through email or dropped off at the Admin office or by mailing them. Comments must be received by 9:00 am on the morning of the meeting, which was November 19, 2020. All comments will be shared with the Board of Directors and made a part of the public record. Members of the public are welcome to watch or listen to the meeting via Zoom.

We received two comments that were shared with the Board of Directors prior to the meeting and are part of public record.

Donna Aversa stated that in addition, Arizona Statute Open Meeting laws do not require a call to the public. That is in the statute and that information is available through the Arizona Ombudsman and also the Arizona Attorney General's Office. Although it has historically been done, it is not required under Arizona law.

8. **ANNOUNCEMENTS** – Director Berg added a special thank you to Rhonda Johnson and Donna Aversa and to Chief Rhoades, keep up the good work.
9. **ADJOURNMENT** – Chairman Bailey moved to adjourn the meeting and Director Berg seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 7:10 p.m.

These minutes were prepared and posted by Rhonda Johnson on November 24, 2020.


James Bailey, Board Chairman


Mike Collins, Board Clerk