

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF
NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1
THURSDAY, DECEMBER 19, 2019**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 19th day of December 2019, at 6:00 p.m. for its regular meeting, at 2485 Northern Avenue in Kingman, AZ 86409.

1. **CALL TO ORDER** – The meeting was called to order by Board Chairman Bailey at 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE** – Board Chairman Bailey led the Pledge of Allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board members present: Board Chairman Jim Bailey, Board Clerk Mike Collins, Board Member John Bryant and Board Member Sue Wilkin. Board Member Erik Berg was excused due to a family medical event.
4. **ELECTION OF OFFICERS** – Per the Northern Arizona Consolidated Fire District #1 Board of Director’s By-Laws, Article VI – Officers: The Board will elect officers for 2020. There are two officers of the Board: Chairman and Clerk.

Board Member Bryant nominated Jim Bailey as the Chairman of the Board. Mr. Bailey was approved by unanimous decision. Nomination carried.

Board Member Bryant nominated Mike Collins as the Board Clerk. Mr. Collins was approved by unanimous decision. Nomination carried.

5. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions) The motion was made by Board Clerk Collins and seconded by Board Member Wilkin to approve the Regular Meeting Minutes of November 21, 2019 as submitted. Passed by unanimous decision. Motion carried.
6. **REPORTS AND CORRESPONDENCE**

A. Chief’s Report

The Operations Report – Monthly Performance Report: as we near the end of the year, we will be looking at call volume for the year. We are at 3,955; we were at 4,158 last year. We also track automatic aid to see how much aid we are giving and how much we are receiving. We gave mutual aid to KFD on 12 calls and GVFD on 1 call. We received mutual aid on 28 calls from KFD and on 1 call from GVFD. Fire Prevention Statistics: not discussed, please see attached. Vehicles: E-331 was going to be back in service this week but the mechanic ran into an issue with it; it will be back in service next week. We sold one vehicle; they will pick it up tomorrow for \$6,300.00. It was purchased through Fire Trucks Unlimited and they receive 10% of the sale, as usual. E-351’s door has been repaired and it will be back in service tomorrow. Staffing: We’ve hired 3 full-time firefighters. Two have already started, the other one will start in January. We have another candidate that will be starting in January that will be filling an opening that opens next week. He is coming from Virginia with 14 years of experience and he is working on getting his reciprocity of EMS with Arizona. We’ve been working hard on our POC Program and have added 6 new

POC's from Golden Valley Fire District and KFD. Training: November always declines a little bit due to promotional testing, etc. but we still had almost 300 hours for the month. January you will see a significant increase in our amount of training.

Miscellaneous:

The IGA with the BIA has been reviewed by our attorney, Bill Whittington. The Bureau is reviewing it now. It should be on the next agenda.

Board Member Wilkin asked about the staffing at Station 33. Chief Rhoades explained that it will be staffed when we have staff available. It's a one-person station. POC's help, but due our inability to obtain staffing with our current budget, we are unable to add more staff. It will be opened when we have the staff.

B. Financial Report – No discussion or questions

7. DISCUSSION AND POSSIBLE ACTION RE:

- A. Approval of November Financial Report. There was no discussion. Motion was made by Board Member Bryant and seconded by Board Member Wilkin to approve the November financial report as submitted. Passed by unanimous decision. Motion carried.
- B. Discussion of the contract between Rosco Construction and Northern Arizona Consolidated Fire District #1 for the remodel of 2600 Northern Ave, into the new Public Safety Complex, including a Fire Station, Fire Administration and maintenance bay. Chief Rhoades explained that we have received the plans from Marsh that address the 92 items. We are waiting on the structural plans. Once we have both sets of plans, they will be submitted as a total package for review.
- C. Adoption of Resolution 2019-008 Approving and Authorizing the IGA between Northern Arizona Consolidated Fire District #1, Golden Valley Fire District, Lake Mohave Ranchos Fire District and the City of Kingman Fire Department for Automatic Aid. This is formalizing what has been a hand-shake agreement for years. If there are certain call types with higher emergencies (i.e. C, D, E and structure fires) in Chloride, GVFD will respond (if they're not available, LMRFD will respond, if they are not available, KFD will respond) along with either our Battalion Chief or Station 33. When a unit arrives and can handle the call, NACFD will be cancelled. Board Member Bryant made the motion to adopt Resolution 2019-008 approving and authorizing the IGA between Northern Arizona Consolidated Fire District #1, Golden Valley Fire District, Lake Mohave Ranchos Fire District and the City of Kingman Fire Department for Automatic Aid. Board Member Collins seconded the motion. Passed by unanimous decision. Motion carried.
- D. Approval of the Revised Timekeeping Requirements Policy 3-004 in the HR Policy. This change moves us from a manual timecard system to an electronic system with more checks and balances. Motion was made by Board Member Wilkin and seconded by Board Member Bryant to approve the revised Timekeeping Requirements Policy 3-004 in the HR Manual. Passed by unanimous decision. Motion carried.

E. Discussion of the Next Board Meeting in January and Possible Rescheduling of the Meeting Due to the Annual AFDA Conference in Laughlin. The motion was made to reschedule the regular January meeting to the fourth Thursday, January 23, 2020 at 6:00pm by Board Member Wilkin and seconded by Board Clerk Collins. Passed by unanimous decision. Motion carried.

8. **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). Arthur Garnica was the only person to speak.
9. **BOARD COMMENTS AND ANNOUNCEMENTS** – Chief Rhoades informed the Board that the plans are back, so we do have both plans now. He also introduced one of the new firefighters, Trevor Shaffer, that was just hired and working his first shift.
10. **ADJOURNMENT** – Board Member Wilkin moved to adjourn the meeting and Board Member Collins seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 6:22 p.m.

These minutes were prepared and posted by Rhonda Johnson on December 23, 2019



James Bailey, Board Chairman



Mike Collins, Board Clerk