

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF
NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1
THURSDAY, FEBRUARY 20, 2020**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 20th day of February 2020, 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 Member Sue Wilkin and Board Member Erik Berg.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions) Board Member Wilkin asked that the approval of the Special Board Meeting on February 4, 2020 be postponed to next months meeting, so she could review the video of the board meeting before approving the minutes. Approval of the Special Meeting Minutes of February 4, 2020 was tabled for approval at the next monthly board meeting in March.

The motion was made by Director Wilkin to approve the Regular Meeting Minutes of January 23, 2020 as submitted and seconded by Director Berg. Passed by unanimous decision. Motion carried.

5. REPORTS AND CORRESPONDENCE

A. Chief's Report

Training was a big focus this month.

In our SOP's, we've been working on our out-of-district billing process.

Budget timeline – has been established.

Calendar for elections cycle – packets will be available March 2 in admin

Follow-up to concerns from the last board meeting regarding responses to two incidents 10/14/2019 & 1/15/2020 – we have followed up with training and other actions with our personnel.

We received notification from our Worker's Comp Insurance regarding the Cancer Presumption that is going through the House right now. Insurance companies are making those assessments of what that would look like to our Worker's Comp and obviously there would be a pretty significant increase to our Workman's Comp if that does happen. The other big insurance company in the state which is Copperpoint has already dropped several fire districts. That will have a significant impact on our budget.


B. Financial Report – No discussion or questions

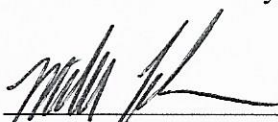
C. Correspondence – No discussion or questions

6. DISCUSSION AND POSSIBLE ACTION RE:

- A. Approval of January Financial Report. Director Wilkin believed there was a discrepancy with the figures on the Expense Statement, specifically the Payroll expense. Administrative Assistant Johnson explained that the numbers on this report are not calculated when put into the Expense Statement by a formula, the numbers are pulled directly from the Profit and Loss Statement that are created by QuickBooks, then copied over to the expense statement. Director Wilkin had no other questions. Motion was made by Director Wilkin and seconded by Director Berg to approve the January financial report as submitted. Passed by unanimous decision. Motion carried.
- B. Update on 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 notified Rosco Construction that we are rejecting their bid. Chief Eaton has been putting together a new RFP based on the approved plans. Chief Rhoades believes it would be prudent to have our attorney review the RFP before we send it out. Director Wilkin asked that we table anything further with 2600 until we have established legal counsel. Item "B" has been tabled pending attorney approval of the RFP.
- C. Update and Direction on Attorney Information. We have reached out to two different attorneys after talking with other districts. Nicholas Cornelius, out of the Phoenix area and Donna Aversa, out of the Tucson area are the two attorneys that both represent several fire districts. Chief Rhoades suggested putting a Search Committee together comprised of a couple of board members and himself. The board asked Chief Rhoades to put together a committee and to reach out to board members to see who is interested in being on this committee. Director Wilkin expressed her interest in being on the committee.
- D. Update of Benchmark Insurance Payment from FY 2017-2018. We had the auditors and the accountant review this missed payment. They found no wrong-doing, just mismanagement of the coding and mismanagement of the payment, it just wasn't paid.
- E. Annual Report. Chief Rhoades went through the Annual Report for 2019 with the board of Directors.
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). Arthur Garnica was the only person to speak.
8. **BOARD COMMENTS AND ANNOUNCEMENTS** – No comment or announcements.
9. **ADJOURNMENT** – Director Berg moved to adjourn the meeting and Director Wilkin seconded it. Passed by unanimous decision. Motion carried. The meeting was adjourned at 6:24 p.m.

These minutes were prepared and posted by Rhonda Johnson on February 25, 2020.


James Bailey, Board Chairman


Mike Collins, Board Clerk