

**MINUTES OF THE REGULAR MEETING OF GOVERNING BOARD OF
NORTHERN ARIZONA CONSOLIDATED FIRE DISTRICT #1
THURSDAY, AUGUST 15, 2019**

The Governing Board of the Northern Arizona Consolidated Fire District #1 met this 15th day of August 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 Erik Berg, Board Member John Bryant and Board Member Sue Wilkin.
4. **APPROVAL OF MINUTES** (for approval by unanimous consent after corrections/additions)
The motion was made by Board Member Wilkin and seconded by Board Member Collins to approve the July 25, 2019 Regular Meeting Minutes as submitted. Passed by unanimous decision. Motion carried.
The motion was made by Board Member Bryant and seconded by Board Member Wilkin to approve the July 25, 2019 Executive Session Meeting Minutes as submitted. Passed by unanimous decision. Motion carried.
5. **REPORTS AND CORRESPONDENCE**

A. Chief's Report

Fire Chief Jake Rhoades reviewed his Monthly Performance Report and explained how his report differs from the previous report. It comes directly from the CAD program and has additional areas broken down for additional evaluation – Statistics: 437 total incidents in July, then it breaks down what type of incidents were included in that number. For example, 357 of those calls in July were for EMS response. We can also analyze by stations and units: our response time, turn-out time, drive time, etc. We can see where we are today and where we were last year. Fire Prevention Statistics: 12 burn permits – we are currently under a county-wide burn ban and 16 business inspections. Vehicles: Assistant Chief Eaton reported that E-321 was out of service for coolant leak and brake issues, is back in service today; E-361 and E-311 sustained damage in a collision on 8/10/19 in a backing incident; Bat 3 was out of service for brake issues, taken care of Tuesday or Wednesday this week; WT-328 has a major water leak; E-331 pump seal is leaking, going in on Monday; B-353 discharge valve needs to be rebuilt. Staffing: Northern Arizona Consolidated Fire District #1 is at full staffing. We have a couple new POC's. Stations: Nothing noted we are cleaning up 2600 Northern looking at surplus items and doing inventory on what we do have. Equipment: the SCBA are all in, the rep has been up and did training. The crews are going through standardized training before we put them in service. PPE's are still coming in from the grant. Standard Operating Procedures: two new SOP's were implemented to address the issue from last month. Notifications: contact information on how to contact Chief Rhoades and some of his staff will be distributed to the Board members.

Training: Battalion Chief Scott attended Unisource Pipeline training. Blue Card is one of our priorities.

B. Financial Report

No discussion or questions.

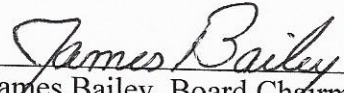
C. Progress/Committee Reports


1. The Building Committee was the only committee to meet and was discussed in Item 6B below.

6. **DISCUSSION AND POSSIBLE ACTION RE:**

- A. Approval of July Financial Report. There was no discussion. Motion was made by Board Member Berg and seconded by Board Member Collins to approve the July 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 reported that our attorney is reviewing the contract and had an area with a significant issue that the Board will need to discuss. Assistant Chief Eaton reported he was asked by the Chief Rhoades to go over the plans and plan review from Willdan and try to address some of the issues with that plan review. It is not unusual to have outstanding issues during the first plan review. We anticipate another plan review fairly quickly. He met with the planning committee members this just to familiarize himself with where we are in the process. We are hoping to meet with the architect on Monday. The County indicated once they receive the second set of plans, it should go more quickly. One of our concerns with the third-party review, is that their comments indicate that they are unaware that this is for an existing building, so we hope to address this issue.
 - C. Approval of revised HR POLICY 3-008, Paragraph V(B-E) WORK SCHEDULES – ADMINISTRATIVE OR NON-SHIFT SUPPRESSION. Motion was made by Board Member Bryant and seconded by Board Member Collins to approve the revisions to the HR Policy 3-008, paragraph V(B-E) Work Schedules – Administrative or Non-Shift Suppression. Passed by majority decision. Motion carried 4 to 1.
 - D. Fire Administration requests that the fire district board change the time of the monthly board meeting to 4PM. Board Member Berg made the motion to keep the monthly board meeting at 6pm and Board Member Wilkin seconded the motion. Passed by unanimous decision. Motion carried.
7. **CALL TO THE PUBLIC** – Rick Veradt stated his concern over the building project at 2600 Northern Ave. Arthur Garnica stated he did not want Jake Rhoades as the Fire Chief.
8. **BOARD COMMENTS AND ANNOUNCEMENTS** – No comments or announcements.
9. **ADJOURNMENT** – Board Member Bryant moved to adjourn the meeting and Board Member Wilkin seconded it. The meeting was adjourned at 6:20 p.m.

These minutes were prepared and posted by Rhonda Johnson, August 19, 2019


James Bailey, Board Chairman


Mike Collins, Board Clerk