

**Black Canyon Fire District  
January 12<sup>th</sup>, 2016**

**Special Board Meeting Minutes**

**I. CALL TO ORDER**

Board Chair J. Coslett-Muirhead called the Special Fire Board Meeting to order on Tuesday, January 12, 2016, at 6:00 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

**II. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Board Chairman Jeri Coslett-Muirhead, Board Clerk Diana Kenson, Board Member Sharon McMahon and Board Member William (Bill) Davis;

Members Absent: None

*Board Chair affirms quorum is present.*

Administrative Staff Present: Chief Birch and Elaine Caldwell.

**III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:**

led by Diana Baker

**IV. CALL TO THE PUBLIC**

There was no response to the Call to the Public – No public present

**Old Business**

- A. Discussion and possible actions re: Awarding a contract from the Request for Proposal's (RFP's) received for Management and Administrative Services.** Board Member D. Kenson motions to discuss and possibly award a contract from the received RFP's for Management and Administrative Services; Board Member S McMahon seconds the motions. Board Chair Coslett-Muirhead opens for discussion. Board Member D. Kenson requests that the representatives for the RFP's identify themselves. Representatives for Daisy Mountain Fire Dept are: Danny Johnson – Deputy Chief, Mark Nichols – Fire Chief, David Maxwell – Deputy Chief of Operations, Valerie Helms - Finance Director. *\*Note: the representative for Rural Metro arrived after Daisy Mountain fire department representatives began their presentation.* Board Member D. Kenson stated that she wished there was a representative from Rural Metro here because she had several questions/concerns that she wanted answers for. W. Davis requested Chief Birch his thoughts with regards to the two proposals. Chief Birch stated that the RFP from Rural Metro was contingent upon both Mayer FD and Black Canyon FD utilizing Rural Metro for management and administrative services, with cost being split 60/40 – Mayer FD paying the 60%. Black Canyon's Fire portion would be 40% equaling \$53,600.00 per year with a 2% increase the second year. Daisy Mountain FD's RFP was more detailed with \$60,000 annually along with doing the ambulance billing and being paid the same amount that we are currently paying our billing company. Daisy's also is a one year trial basis. Board Chair Coslett-Muirhead stated as she looked over Daisy Mountain's proposal to see if there was any remnants left from the first proposal with the ambulance being removed from our district and stationed in New River. Chief Birch replied that there is nothing in the current RFP that resembles the initial proposal. Chair Coslett-Muirhead states that the proposal also states that the Black Canyon Fire District will continue to retain its own identity. Chief Nichols was asked by the Board to give a brief statement regarding Daisy Mountains RFP. Chief Nichols stated that the Proposal was fairly explicit and that basically the "team" that joined him

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today will assist with overseeing Black Canyon Fire District; with the understanding that the three shift Captains will retain the management of the day-to-day operations. Chief Maxwell stated that it will be a learning process to find out what works best for both sides, and he believes that the best way for this to work is good communication from both sides and to squash rumors. Board Member S. McMahon asked Captain Tilson which proposal he would like to see the Board choose. Captain Tilson stated that since they already have a working relationship with Daisy Mountain, along with the fact that if they need assistance Daisy Mountain FD is the closest; it currently makes sense to choose Daisy Mountain.

Board Chair requested the representative from Rural Metro to introduce himself. Scott Ghan from Rural Metro introduced himself, stating that he has been with Rural Metro for approximately two years. Mr. Ghan also explained Rural Metro's history and what led up to them filing bankruptcy. Mr. Ghan stated that although the media has insinuated that "the sky is falling for them as a company" financially they are sound and the company has never been near to closing its door. Mr. Ghan also stated that as a fire service they are very focused on their community. Mr. Ghan stated that since they are a for profit company, they understand how to make the best out of limited funds and the need to keep taxes as low as feasibly possible. Board Member D. Kenson stated that she has recently read that AMR (ambulance transport) and Rural Metro have recently joined forces and that it appears as if ambulance transport service is now the priority for Rural Metro. Mr. Ghan stated that at this time there is a discord/tension between the EMS side of the Business and the Fire side and stated that the management team of Rural Metro is aware of this problem and are working on solutions to bring both sides more in-line and to rebuild. Mr. Ghan stated that AMR did not buy Rural Metro just because of the ambulance and billing side of our business, AMR is also excited to become a part of the fire side of the business and they see the potential for growth. Board Member S. McMahon questioned with Rural Metro's history over the years; will they pull out of Black Canyon City without warning. Mr. Ghan responded no and that Rural Metro is focused on strengthening the Fire Side of the business. Board Member W. Davis asked why the RFP is based on a co-dependency with Mayer Fire. He stated that when the RFP was initially submitted they were aware that Mayer Fire was looking at a similar proposal and Rural Metro combined both departments believing that it would be cost effective for all involved; but they would have no problems separating out Black Canyon City. W. Davis asks if the price will go up if Mayer Fire is not included; Mr. Ghan stated not necessarily, it's a starting point. Board Member S. McMahon stated that the RFP did not include Mayer. Mr. Ghan stated that was correct, Mayer Fire also requested a proposal and Mayer Fire suggested that Mayer Fire and Black Canyon Fire could share resources. Mr. Ghan stated Rural Metro thought due to the logistics of both departments that it made sense to them.

Board Chair Coslett-Muirhead polled the Board members and all stated that since the cost was relatively the same, they believe that at this time since Daisy Mountain Fire is the closest and already has a working knowledge of our Department/District and crew that Daisy Mountain Fire Department is the best choice.

Board Clerk Diana Kenson motions to award the RFP to Daisy Mountain Fire Department for Management and Administrative Services; Board Member Sharon McMahon seconds the motion.

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis, McMahon  
NAYS: None  
ABSTAIN: NONE

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**ADJOURNMENT**

The meeting adjourned at 6:50 P.M. (B. Davis motions to adjourn/ S. McMahon seconds)

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis, McMahon

NAYS: None

ABSTAIN: None

**NEXT SCHEDULED BOARD MEETING**

**January 28<sup>th</sup>, 2016**

Regular Board Meeting



Authorized Signature



Date

The complete packet of information from the Board meetings or portions thereof is available from the Administrative Office upon completion of a Public Records Request.

*The Fire District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face point or other reasonable accommodations may request these through the Fire District of Black Canyon City Administrative Offices (623-374-5512) at least twenty-four hours before the meeting.*

*"Black Canyon Fire Department is an Equal opportunity employer and provider."*