

Black Canyon Fire District  
Meeting Minutes  
Thursday December 15<sup>th</sup>, 2016

**CALL TO ORDER** Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, December 15<sup>th</sup>, 2016 at 6:00 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

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

Members Present: Board Chairman Jeri Coslett-Muirhead; Board Member William Burrus; Board Member Jack Artrip; Board Member Matt Simon; Board Member Sharon McMahan

Members Absent: None

*Board Chair affirms a quorum*

Administrative Staff Present: Chief Mark Nichols, Valerie Helms

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:** led by John Burkhart.

**CALL TO THE PUBLIC** There was no response to the Call to the Public.

**MINUTES**

**Discussion & Possible Action – Approval of the November 17<sup>th</sup>, 2016 Regular Board Meeting**

**Minutes**

Board Member M.Simon motions to approve the minutes; Board Member W. Burrus seconds the motion;

Vote conducted to Approve. MOTION CARRIED 4-0.

AYES: Coslett-Muirhead, Simon, Burrus, Artrip

NAYS: None

ABSTAIN: McMahan

**CONSENT AGENDA**

A. **November 2016 Monthly Financial Report:** Board Member J. Artrip motions to approve the Consent agenda item A; Board Member S. McMahan seconds the motion;

B. **November 2016 Ambulance Bookkeeping and Insurance Billing Report:** Board Member W. Burrus motions to approve the Consent agenda item B; Board Member M. Simon seconds the motion;

Vote conducted for items A & B on consent agenda. **MOTION CARRIED 5-0.**

AYES: Coslett-Muirhead, McMahan, Artrip, Burrus, Simon

NAYS: None

ABSTAIN: None

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**CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

(Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto.)

**Fire Chief Report and Current Events Summary**

A. Chief Nichols discussed Current Events:

- Recognized Board Chair Jeri Coslett-Muirhead for her 8 years of service on the Fire Board.
- Reviewed call volume numbers and collections over the past month and compared to previous years.
- Presented a thank you note from a patient to the Black Canyon Fire District for their excellent service.
- Advised that the Arizona Fire District Association Conference in Laughlin will be held January 12-14, 2017.
- Recommended special workshop dates and times with the Daisy Mountain Fire Board in January to discuss options after the management and administrative services contract ends June 30, 2017.
- Advised that the new minimum wage law took effect 1/1/2017 raising the minimum wage to \$10 per hour.

**VIII. Old Business**

**A. Discussion and Possible Board Action re: 5 Year Plan and Goals for the Fire District**

Board Member S. McMahons motions to discuss item A re: the 5 year plan and goals for the Fire District; Board Member W. Burrus seconds the motion.

The board discussed the options for keeping the Wildland program going with the loss of Captain Johnson, who was the only engine boss. The board asked questions regarding the qualifications and training needed and whether anyone was interested. Chief Nichols will follow up.

Board Member S. McMahons motions to table item A re: the 5 year plan and goals for the Fire District; Board Member W. Burrus seconds the motion;

Vote Conducted. **MOTION CARRIED 5-0.**

AYES: Coslett-Muirhead, McMahon, Artrip, Burrus, Simon

NAYS: None

ABSTAIN: None

**IX. New Business**

**A. Discussion and Board Action re: Selection of Fire Board Chairperson and Clerk.**

Board Member M. Simon nominates Jeri Coslett-Muirhead as the Fire Board Chairperson. Board Member J. Artrip seconds the motion. Board Chair J. Coslett Muirhead nominates S. McMahon as Board Clerk, Board Member J. Artrip seconds the motion. Vote Conducted. **MOTION CARRIED 5-0.**

