

Minutes
Thursday December 17th, 2015

- I. **CALL TO ORDER** Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, December 17th, 2015, at 6:04 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 William Davis

Members Absent: Dan Brett; Jim Speer who resigned December 11th, 2015
Board Chair affirms a quorum

Administrative Staff Present: Chief Birch; Elaine Caldwell

III. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:** led by Nancy Artrip

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

V. **MINUTES**

- A. Discussion & Possible Action – Approval of November 19, 2015 Regular Board Meeting and the October 29, 2015 executive session minutes: **Board Member D. Kenson motions to approve the minutes as presented; Board Member W. Davis seconds the motion;**

Vote conducted to Approve. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis

NAYS: None

ABSTAIN: None

VI. **CONSENT AGENDA**

- A. November 2015 Monthly Financial Report: **Board Member D. Kenson motions to approve the Consent agenda item A; Board Member W. Davis seconds the motion;**
- B. November 2015 Ambulance Bookkeeping and Insurance Billing Report: **Board Member W. Davis motions to approve the Consent agenda item B; Board Member D. Kenson seconds the motion;**

Vote conducted for items A & B on consent agenda **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis

NAYS: None

ABSTAIN: None

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VII. CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE
(Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto.)

A. Fire Chief Report and Current Events Summary for March 2015

Chief discussed Current Events as outlined in Chief's report within Board Packet.

- Anniversaries: Board Members J. Coslett-Muirhead & D. Kenson
- Chief attended an El Nino conference for emergency service managers. Chief stated good info and that this "year" will be in the top 3 since El Nino's stats have been recorded.
- Vehicle Maintenance update.

Public Comment: **None**

New Business:

- A. Discussion & Possible action re: Acceptance of Board Member Dan Brett's resignation. Board Member W. Davis motions to accept Board Member Dan Brett's resignation, to be effective December 31st 2015, Board Member D. Kenson regrettfully seconds the motion;**

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis

NAYS: None

ABSTAIN: None

- B. Discussion & Possible action re: Acceptance of Board Member Jim Speer's resignation. Board Member D. Kenson motions to accept Board Member Jim Speer's resignation, effective December 11, 2015, Board Member W. Davis seconds the motion;**

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis

NAYS: None

ABSTAIN: None

- C. Discussion & Possible Action re: Appointment of a new Board Member to the vacant position/s pursuant to A.R.S. 38-431.01.A1 the Black Canyon Fire District Board reserves the right to go into Executive Session for discussion or consideration of appointment of a public officer.**

Public Session ended at 6:17 pm

Executive Session entered at 6:18 pm

Executive Session ended at 6:19 pm

Public Session re-entered at 6:20 pm

J. Coslett-Muirhead stated that the District only received one letter of interest and that was from previous Board Member Sharon McMahan. She also stated that the first position to fill is Jim Speers since it was vacated on December 11,

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2015; whereas Dan Brett's position will not be available until January 1, 2016. J. Coslett-Muirhead advised that an updated posting for Letters of interest regarding Board Member Dan Brett's soon to be vacant position, has been re-posted with a closing date of January 25th, 2016. Board Clerk D. Kenson motions to appoint Sharon McMahon to the vacant board position effective immediately; Board Member W. Davis seconds the motion.

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Davis

NAYS: None

ABSTAIN: None

D. Swearing in of New Board Member/s. Board Chair J. Coslett-Muirhead swears in new Board Member Sharon McMahon.

ADJOURNMENT

The meeting adjourned at 6:24 P.M. (B. Davis / D. Kenson)

NEXT SCHEDULED BOARD MEETING

Thursday, January 28th, 2015



Authorized Signature

2/5/16

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