

Minutes
Regular Session
FIRE BOARD MEETING
Thursday December 18th, 2014

I. CALL TO ORDER

Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, December 18, 2014, 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 Dan Brett, Board Member William (Bill) Davis and Board Member Jim Speer,

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 Pastor Michael Ezell

NOTE: For the benefit of the newer Board Members Jeri Coslett-Muirhead made a public statement identifying that she is hard of hearing - not deaf, therefore requests that when speaking, and for purposes of the recordings, they will need to be recognized by the chairperson to speak and talk where she can see you speaking as she tends to rely on lip reading.

IV. CALL TO THE PUBLIC

There was no response to the Call to the Public

V. MINUTES

Discussion & Possible Action - Regular Board Meeting - November 20th, 2014

Board Member B. Davis motions to approve the minutes of the November 20th Regular Board meeting,

D. Kenson seconds the motion.

Vote conducted to Approve. MOTIONED CARRIED.

AYES: Coslett-Muirhead, Kenson, Brett, Davis,

NAYS: Speer

ABSTAIN: none

VI. CONSENT AGENDA

A. Approval of the November 2014 Monthly Financial Report:

J. Speer asked if he and Member Brett were signers on the Bank account as of this meeting. Elaine responded that the paperwork signed in the previous meeting took care of that issue.

B. Approval of the November 2014 Ambulance Bookkeeping and Insurance Billing Report

J. Coslett-Muirhead addressed the Thumb-drives that these reports were on and indicated that should there be an issue with any report to print copies for all board members to bring to meeting to discuss.

Board Member D. Kenson motions to approve the Consent Agenda A & B

B. Davis seconds the motion.

Vote conducted to Approve. MOTIONED CARRIED.

AYES: Coslett-Muirhead, Kenson, Brett, Davis, Speer

NAYS: none

ABSTAIN: none

Public Comment: None

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 December 2014

- Two Anniversaries were noted for Board Members *Jeri Coslett-Muirhead* and *Diana Kenson* both at Six Years [12/1/2008]
- Chief Birch reviews the December 2014 Chiefs Report which is attached to the official Fire Board meeting packet.

Public Comment: Public comment/input is welcomed after each agenda item of New and Unfinished Business; Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.

- **Pastor Mike Ezell asked the question:** *In regards to acceptance of previous reports: "What would cause a person to say no to approval of a report?"*
 - J. Coslett-Muirhead responded: *If they were not present or had not read the report - if the spending was out of line; someone was out sick the report might not be approved.*

New Business:

A. Discussion & Possible Action re: Ratification of agenda items A thru D [ADGENDA] listed under New Business on the November 20th Agenda; these items were discussed and voted on out of agendized order, which may have been done in violation of Open Meeting Law.

- Jim Speer was questioning why there was a document provided from KATHERYN MARQUOIT, Assistant Ombudsman for Public Access showing that OML does not require that agenda items be discussed in any particular order so long as the change in order is not intended to preclude the public from viewing the discussion.
- It was explained that when an agenda item is identified, any Board member has the right to solicit the Chief to find out answers PRIOR TO the meeting in order to expedite the meeting process from extending into multiple meetings. Thus happened with this agenda topic where it was identified we were not in violation of Open Meeting Laws.
- NO ACTION TAKEN - Discussion dropped.

B. Discussion & Possible Action re: Determination of the point of contact from Yavapai County to the Black Canyon Fire District.

Board Member D. Kenson motions to discuss topic. J. Speer seconds the motion.

- Jim Speer was questioning why the point of contact for Yavapai County for the BCFD is the Fire Chief, believing it should be the Board Clerk or a Board Member.
- Discussion was held regarding the topic.
 - Bill Davis identified that he would not (as a Board Member) want to have to contact Elaine or the Chief every time someone would call him to ask a question that is already known by those that he would have to refer back to them in most cases. Then Elaine would have to put things in the email system for all Board members so we all could be aware of items.
 - D. Kenson shared that there are 18 Fire Districts and of those, 16 have the Fire Chief specifically listed as the point of contact for Yavapai County. She noted the Fire Chief is here on a day to day basis and the Board members are not here daily in the building. Additionally the Chief is highly involved in FEMA and Flooding and emergency type items. Personally she would not want to be the single point of contact for any of those type of items.

- J. Coslett-Muirhead asked the Chief about why the County may be contacting him.
ANSWER: All budgets, reports, disasters, weather issues, etc. Jeri also identified that all Board members are listed on the County website as well that if there were issues needing to contact a Board Member, the County has that information they need to make contact.
- Jeri polled the Board to see what all Board Members felt about the issue:
 - Consensus = **Keep Chief as Contact:**
 - Dan , Bill, Jim, Diana,

D. Kenson Motioned to leave Chief Birch as the Yavapai County Contact

Dan Brett seconds the motion.

Vote conducted to Approve. MOTIONED CARRIED.

AYES: Coslett-Muirhead, Kenson, Brett, Davis, Speer

NAYS: none

ABSTAIN: none

ADJOURNMENT

The meeting adjourned at 6:42 P.M. {Davis/ Brett}

NEXT SCHEDULED BOARD MEETING

Thursday January 29th, 2015

Regular Board Meeting

Authorized Signature

 Date 2/26/15

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."*