



BOARD MEETING MINUTES

Wednesday, August 20, 2025

Station 32, 8905 Koch Field Road, Flagstaff AZ

- **CALL TO ORDER**

Board Member Parker called the meeting to order at 6:02 pm.

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

Members Present: Board Members S. Walton, M. DiVittorio, R. Parker, J Timney (via Zoom)

Members Absent: Robb Faus

Administration: DC Wilson, DC Fennell, BC Zambeck, V Fennema, T Schieffer, C Robinson (Zoom)

- **Pledge of Allegiance**

- **CALL TO THE PUBLIC -N/A**

- **CONSENT AGENDA**

- Discussion and Approval of the Regular Board Meeting Minutes of July 23, 2025

- Approval of Reconciliations and Financial Reports for July 2025.

Board Member Scott Walton motioned to approve the minutes from July 23 and the financial reports for July 2025. Rick Parker seconded the motion.

Vote Conducted. MOTION PASSED unanimously.

AYES: Parker, Walton, DiVittorio

NAYES: None

- **Current Events Summaries, Reports, and/or Correspondence**

- a. Monthly Run Report:

BC Zambeck reported:

- Run report for July 2025. Total of 125 incidents, with 79 being emergent calls. Call distribution is as follows: District 31 had 23 calls, District 32 had 44, and District 37 had 6.
- Avg response times: Sta# 31 at 5.54 min, #32 at 5.23 mins, and #37 at 6.38.
- Auto aid given by us: 16; Auto aid we received: 1, Mutual Aid given 3.
- With monsoon storms starting to occur, we have had a few lightning strikes, one hit a tree and took out 2 deer that were sleeping under it. There was also a fire on a BNSF engine.

- b. Monthly Chief Updates:

DC Wilson

- Hopefully, with the moisture we have been getting, we will be able to move back to Stage 1 Fire Restrictions.
- Shout out to Local 1505 who is sponsoring a team for the Climb to Conquer Cancer in support of Chief Bills.

DC Fennell

- High rise drills at NAU this week.
- Academy is going well.

Labor 1505- C Robinson

- Nothing new to report, looking forward to hiring a new Fire Chief for Summit, and participating on the interview panel.

- **NEW BUSINESS / ACTION ITEMS**
 - a. Motion was made by Scott Walton to go into Executive Session to consult with our County Attorney, Erin Anding, on their hiring process for our new Fire Chief. Motion was seconded by Mike DiVittorio
Vote conducted. MOTION CARRIED
AYES: Walton, DiVittorio, Parkera.
NAYES: None
 - b. Motion to adjourn from Executive Session and reconvene to Open Session was made by Scott Walton, and seconded by Mike DiVittorio.
Vote conducted. MOTION Carried unanimously.
AYES: Parker, Walton, DiVittorio.
NAYES: none
 - c. Motion to delegate the authority of negotiating the terms of employment for the Fire Chief position to Fire Chief Gaillard and Administrative Officer Vivian Fennema was made by Scott Walton, and seconded by Mike DiVittorio.
Vote conducted. MOTION Carried unanimously.
AYES: Parker, Walton, DiVittorio.
NAYES: none
 - d. Motion to approve the Amendment to the Joint Hiring and Promotional Process IGA with the City of Flagstaff, Highlands, Pinewood and ARFF was made by Scott Walton, and seconded by Rick Parker.
Vote conducted. MOTION Carried unanimously.
AYES: Parker, Walton, DiVittorio.
NAYES: none
 - e. Discussion on policy #150 which was presented at our last board meeting. BC Zambeck has prepared a spreadsheet showing what the potential cost would be to implement this policy. Motion was made to adopt the policy #150 DROP-Tier 1 Employer Contribution.
- **Fire Board Comments:**
 - Thank you for all the hard work that has gone into this hiring process.
 - Thank you to the FFD Chiefs for all their hard work over the past 9 years providing management services to SFMD.
- **ADJOURNMENT:** Board Meeting adjourned at 7:34 pm
Motion to adjourn by Board Member Walton, seconded by Board Member Parker
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Parker, Walton, and DiVittorio

Respectfully submitted by:

Robb Faus, Board Clerk