



# Desert Hills Fire District

3983 London Bridge Road  
Lake Havasu City, AZ 86404  
(928) 764-3333 (FAX) 764-2397

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## Desert Hills Fire District Board Meeting Minutes Regular Meeting, October 17, 2018

### 1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:01 a.m. on Wednesday, October 17, 2018**, at the Desert Hills Fire Station Si-Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

### 2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Hayes

### 3. Roll Call

The following Board Members were present:

John Hayes  
Brad Shelton  
Mathew Espinoza  
Dolores Moscou  
Tom Rogers

Also in attendance:

Chief Pat Dennen  
Administrative Specialist Lisa Harrison

### 4. Call to the Public:

5. Approval of Regular Meeting Minutes for September 18, 2018: Motioned by Board Member Shelton to accept September 18, 2018 Regular Meeting Minutes, seconded by Board Member Moscou; all in favor.

### 6. Reports:

a.) **Financial Report-October 17, 2018:** Administrative Specialist Harrison stated that cash in the Grant Savings Account is \$705.67, Payroll Account \$18,560.18, Petty Cash \$100.00, Special Revenue Checking Account \$12,806.86, Special Revenue Savings Account \$2,802.99, Warrant Account \$25,555.01, with a total balance of \$60,530.17. Approval of Financial Report motioned by Board Member Shelton, seconded by Board Member Rogers; all in favor.

#### b.) **Chief's Report:**

- Chief Dennen participated in the taking delivery wet down ceremony of the new fire engine Kingman received.
- We hosted a captains meeting, which we invited the fire chief's selection committee. You will hear more about that in new business.
- DHFD placed 1<sup>st</sup> in the Pineapple Express Canoe Race put on by the Lake Havasu City Hospitality Association.
- We participated in the Home Depot Safety Fair.
- We had our first Pancake Breakfast, the turnout was light.
- Captain Rodriguez attended Mohave County Wildland Committee. It is a new committee to discuss wildland response issues.

- We have an abbreviated Engineer academy coming up and currently we have an Engineer position open with a few employees interested in the position.
- Kit Borg has been off on workers compensation. He received a full return to duty from his doctors. He did not return to duty, so he was given two options and he chose to voluntarily resign.
- Kurt Fowler is still off, and Jeff Stancil is still off with shoulder and back injury.
- Participating with the school with active shooter drills.
- One of the engines has a cracked rotor that was found during a daily routine inspection.
- Chief is proud to announce that everyone in the department is now wildland red card certified.

- c.) **DHFD Wildland Report:** Board Member Shelton asked about the new Mohave County Wildland Committee. Captain Stanec stated he did not attend the meeting, but there are a couple representatives from different departments and its focus is on the wildland environment and getting all the departments coordinated. Chief Dennen stated wildland season is not over yet.
- d.) **DHFD Auxiliary Report:** 256 people attended the October pancake breakfast and they have \$4855.63 in the bank account. There was a lot of volunteers at the pancake breakfast.
- e.) **Correspondence:** None

## 7. **New Business:**

- a.) Discussion and possible action to adopt Resolution No. 2018-03, Appendix K Hydrant Installation. Fire Inspector Stancil spoke about how the hydrants are installed, some are not at the right bury height. They are either buried too long or too short and creates a hazard. The resolution is to standardize the type and installation of the fire hydrants. Board Member Espinoza is concerned about the first paragraph, an approved water supply capable of supplying required fire flow for fire protection shall be provided to all premises upon which buildings or portions of buildings are hereafter constructed. This limits new building to only areas where water is available. It is recommended to included “where required per Uniform Fire Code 2012”. Board Member Shelton motions to move forward approving the resolution with the stated amendment in the opening paragraph. Resolution will to be posted for 30 days and brought back to board for final approval, seconded by Board Member Rogers, all in favor.
- b.) Discussion and possible action for the Chief Selection Committee. Board Member Hayes stated the Chiefs Selection Committee met with the Captains to keep them updated and to get their feedback on moving forward with opening the hiring process to the Captains. Based on our meeting with the captains we will proceed to open the position to outside candidates and candidates within the department. Speaking with the captains we decided to make some changes to the original job description and educational qualifications to allow for captain to qualify for the position. Chief Dennen and Administrative Harrison worked on combining the two flyers, eliminating duplication, updating job description and supplemental questions. Chief re-caped the three options, an intergovernmental agreement with Lake Havasu City, an internal interim fire chief position or outside recruitment. Board Member Rogers asked how many DHFD firefighters would meet those qualifications? Chief Dennen answered six (6). We need a final approval from the board that this is the directs we want to go. Board Member Shelton states that everything looks good; the timeline looks good. It doesn’t close any doors internally. Also to thank Chief Dennen for helping in this process. Board Member Shelton motions to move forward as it is written, seconded by Board Member Moscou, all in favor

## 8. **Board Member Comments:**

- a. New business to be considered on future agendas: None
- b. Comments: None

## 9. **Call to the Public:** None

## 10. **Adjourn:** Motion to adjourn at 9:33 a.m. by Board Member Hayes, seconded by Board Member Moscow, all in favor.