BOARD MEETING MINUTES

Wednesday, November 19, 2025

Station 32, 8905 Koch Field Road, Flagstaff, AZ

- **CALL TO ORDER**
  Board Chair Timney called the meeting to order at 6:00 pm.
- **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**
  Members Present: Chair Timney, Board Members M. DiVittorio, R. Parker, R Faus, S. Walton
  Administration: FC Callander, Acting BC R Gibbs, T Schieffer
- **Pledge of Allegiance**
- **CALL TO THE PUBLIC:** n/a
- **CONSENT AGENDA**
  - Discussion and Approval of the Regular Board Meeting Minutes of October 15, 2025
  - Approval of Reconciliations and Financial Reports for October 2025.
    FC Callander reported to the board the budget reporting change: Percent of budget on reports will reflect year-to-date percentages, rather than month-to-month.
    Board Member Rick Parker motioned to approve the minutes from October 15, 2025, and the financial reports for October 2025. Board Member Walton seconded the motion.
    Vote Conducted. MOTION PASSED unanimously.
    AYES: Parker, Faus, DiVittorio, Timney, Walton
    NAYES: None

- **Current Events Summaries, Reports, and/or Correspondence**
  a. Monthly Run Report:
     BC Palm reported:
     - Run report for October 2025. Total of 125 incidents, with 72 being emergent calls. Call distribution is as follows: District 31 had 31 calls, District 32 had 54, and District 37 had 22.
     - Avg response times: Sta# 31 at 9.32 min, #32 at 5.27 mins, and #37 at 6.38.
     - Auto aid given by us: 19; Auto aid we received: 1, Mutual Aid given 2, Mutual Aid received: 1.

  b. Monthly Chief Updates:
     FC Callander
     - Viv had hip surgery and is recovering at home; she will be out for a couple of weeks.
     - A group has been formed to redefine the mission statement to be more specific to the Summit District.
     - Program work is being realigned and reorganized.
     - Meetings were held with the Navajo Nation and the county regarding a casino contract.
     - Spending on a new vehicle and station building has been paused to re-evaluate capital needs before committing large funds.

- **NEW BUSINESS / ACTION ITEMS**
    a. Approval of the 2026 Fire Board Meeting Calendar
    Motion was made by Robb Faus to approve the 2026 Fire Board Meeting Calendar.
    Motion was seconded by Mike DiVittorio.
    Vote conducted. MOTION CARRIED
    AYES: DiVittorio, Parker, Timney, Faus, Walton

    b. Appointment of a Fire Board Chair and Clerk for 2026, effective December 1, 2025.
    Motion to appoint Jim Timney as Board Chair was made by Board Member Faus, seconded by Board Member Walton.
    Vote Conducted. MOTION PAST ALL IN FAVOR
    AYES: Timney, Walton, Faus, DiVittorio, Parker
    Abstention: Timney
    Motion to appoint Robb Faus as Board Clerk was made by Board Chair Timney, seconded by Board Member Walton.
    Vote conducted. MOTION PAST ALL IN FAVOR
    AYES: Timney, Walton, DiVittorio, Parker
    Abstention: Faus

- **Fire Board Comments:**
    - Walton: I anticipate an increase in absences due to a family member's health issue; will need to attend via Zoom. There is significant difficulty hearing during Zoom due to poor room acoustics. Prior laptop-based interview setup had clearer audio, expressed better public and remote access. I had someone contact me on the potential interest is buying Station 33.
    - Faus: I appreciate the changes made, and getting your feet wet chief.
    - Parker: Thanked everyone for their work and public for attending. Station 31 does need better acoustics.
    - DiVittorio: Thanked the Ruggles for attending and BC for good work.
- **ADJOURNMENT:** Board Meeting adjourned at 6:21 pm
    - **Motion to adjourn by Board Member Parker, seconded by Board Member Walton Vote Conducted. MOTION PAST ALL IN FAVOR**
    - **AYES: Parker, Faus, Timney, Walton and DiVittorio**

Respectfully submitted by:

Robb Faus, Board Clerk