



BOARD MEETING MINUTES

Wednesday, September 16, 2026

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 Faus, DiVittorio, Walton and Parker

Administration: FC Callander, BC Zambeck, Fennema, Schieffer.

- **Pledge of Allegiance**

- **CALL TO THE PUBLIC:** none

- **CONSENT AGENDA**

- Approval of the Regular Board Meeting Minutes of August 19, 2026

- Approval of Reconciliations and Financial Reports for August 2026.

Board Member Parker moved to approve the August 2026 minutes and financial reports.

Board Member Faus seconded the motion.

Vote Conducted. MOTION PASSED unanimously.

AYES: Timney, Faus, Walton, DiVittorio, & Parker

NAYES: None

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

- a. Monthly Run Report:

- BC Zambeck reported on stats from August 2026. Total incidents were 130; of which MVA calls were the majority. Call distribution is as follows: Unit 31 had 36 calls, Unit 32 had 76, and Unit 37 had 21. Avg response time was 8:26 for the District; Sta# 31 at 11.38 min, #32 at 7.11 min, and #37 at 6:30.

- b. Monthly Chief Updates: FC Callander

- State Fire School last week. (Chief is VP of Training Committee) We sent 2 members to that as well. Made some good contacts, learned a lot.
- Hiring Process- Opens next week with the academy starting in March. We will be running a "green" academy meaning recruits only need their EMT to apply. FF1 & FF@ will be taught in the academy, which pushes it out to 16 weeks long. This should attract more applicants to pull from. We are slated to hire 1 FF position. Chief's long-term goal is to be able to offer EMT as well, so they would just need to be a HS graduate, have a driver's license, and be a legal resident to apply.
- Our new website was supposed to go live today, but they ran into a hiccup, which will hopefully be fixed soon.
- Feasibility update: We have 2 bids, waiting on 1. Hoping to get that done in a few months.
- We received notice today from NAH that our contract for medical direction will end in 90 days. This is due to us going with another provider.
- Capt. David Russo was nominated by his peers as our Firefighter of the Year. He will be recognized by the Exchange Club at a luncheon in October.

- c. Labor Update: N/A

NEW BUSINESS / ACTION ITEMS

- a. Updated Policy #106 – Temporary / Acting Appointments. Chart added with amounts paid for acting positions. Process for appointing temporary position was clarified.
Motion to approve the updated policy #106 by Board Member Walton, seconded by Board Member DiVittorio.
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Timney, Walton, Faus, DiVittorio & Parker
- b. Approve timeline for posting of board vacancy position. We will post starting September 23rd and run through October 15, 2026.
Motion was made to approve the contract by Board Member Faus, seconded by Board Member Walton.
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Timney, Walton, Faus, DiVittorio, and Parker
- c. Approve the purchase of drug storage safes from Freedom Medical & Marine for a total of \$17,892.00
Motion was made by Board Member Faus, seconded by Board Member Walton.
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Timney, Walton, Faus, DiVittorio
- d. Motion to adjourn regular board meeting and move into Executive Session to discuss annual evaluation for Fire Chief Callander.
Motion was made by Board Member Parker, seconded by Board Member Faus.
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Timney, Walton, Faus, DiVittorio, & Parker
- e. Motion to adjourn Executive Session and reconvene regular board meeting.
Motion was made by Board Member Parker, seconded by Board Member Walton.
Vote Conducted. MOTION PAST ALL IN FAVOR
AYES: Timney, Walton, Faus, DiVittorio, & Parker

Fire Board Comments:

- All board members expressed their thankfulness for all the hard work put in by Fire Administration staff.

ADJOURNMENT: Board Meeting adjourned at 8:05pm

Motion to adjourn by Board Member Parker, seconded by Board Member Faus

Vote Conducted. MOTION PAST ALL IN FAVOR

AYES: Timney, Walton, Faus, DiVittorio, and Parker

Respectfully submitted by:

Robb Faus, Board Clerk