

Minutes of the Regular Meeting of the Elected Officials
of Rio Rico Medical & Fire District held on April 30th, 2019

1. Meeting called to order by Brad Beach at 5:36 p.m..
2. Pledge of Allegiance.
3. Call to the public
 - None
4. Roll call for board members.
 - Present: Brad Beach, Frank Bejarano, Michael Carlson and Mike Vohland
 - Absent: Dean Davis
5. Approval of minutes for the District Meeting held on March 26th, 2019
 - Motion to approve minutes of the District Meeting held on March 25, 2019 made by Michael Vohland, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
6. Fire Chief's Reports and Staff Reports:
 - a. Call Summary – Presented by Chief Adam Amezaga
 - Total Calls 243
 - b. Operational Reports – Presented by Chief Adam Amezaga
 - i. Equipment, vehicle, station
 - E520 B & B Selectcom has completed light installation
 - Stairs and posts for Station 3 painted
 - Ambulance inspection 4-9-19 passed
 - Captain Slachter working on asset inventory reduction through govdeals.com – sold 6 laptops
 - ii. Training
 - Union Pacific RR training held April 15th through April 19th. Training included safety features in cars; id on tankers, shut off valves. Attended by multiple fire agencies and International Law enforcement. Michael Carlson attended – awesome training. One of the most dangerous thing is opening a box car door (hinges; door falls off)
 - Module 1 testings completed by Morales; Module 3 testing completed by Acedo, Hoogeveen and Moffitt. All doing well
 - Extrication training – day & night drills with all shifts. Not scheduled training, more an opportunity to work with new equipment and tools and experience for the newer employees.
 - Shoring Training – Continuation of the TRT training Nick Quiroga is attending; another discipline for certification; structural set up & tear down
 - HazMat 8 step process to identify hazmat materials
 - HazMat instructors Nick Quiroga, Chris Cruz and Jeff Little traveling and teaching 8 step HazMat process throughout the state (funding through Grant)
 - FDIC International Conference in Indiana attended by Frank Granados. Instructor Conference, Superbowl of training centers; attended seminars and classes, met with vendors. Will work with Chief regarding apparatus, equipment and training
 - Frank Granados was also asked to make a presentation in Dallas for the biodiesel project. Met with individuals working on grant funding to move the biodiesel program in to a higher gear
 - iii. Personnel
 - None
 - iv. Legislative Update
 - Residency requirement
 - Hands free Cellular and No texting and driving
 - v. Chief and Labor discussions
 - Residency requirement discussed
 - Pay Scale
 - Driver Operator program/requirements
 - Communications

- MOU with district & union (labor). Board, labor and Chief to sit down on this. Legal contract – need legal involved. Nothing the District has to do, but would like to look at for the future.
- c. EMS – Presented by Tangye Beckham, EMS Coordinator
- Base Hospital Trainings – NCCP, Pediatric Cardiac Arrest; OB emergencies; Pediatric trauma, Neonatal transport; Field triage, Mass Casualty Incident and START Triage
 - How to present yourself in Court training presented by Santa Cruz County Attorney’s office
 - Pump Training
 - CHIPP – Currently 6 participants with one additional referral – insurance providers contacting us for support and pilot programs
 - Mt. Sinai medical students attended CHIPP presentation and shadowed Tangye on a CHIPP visit.
 - Triage, Treatment and Transport program attended by Chief Amezaga and Tangye.
 - Medicare coming on board to pay for Treat & Refer in 2020. They will only be approving 40 agencies across the country. RRMFD is looking at possibly collaborating with Tucson for application
 - Az Complete Care would like to partner with us on the CHIPP project
 - Banner would like to pilot with RRMFD for Telemedicine
 - Az Complete Health (Centene) awarded \$5,000 to RRMFD for EPCR software for CHIPP and Treat and Refer
- d. Fire Marshall – Presented by George Cluff
- i. Inspections and Plans
 - 254 NFIRs reports March reviewed & uploaded
 - JP Produce- Sprinkler inspected; up & running; knox box installed
 - FED Ex- knox box installed – hazmat material stored in the middle of the bay; Knox box location noted in preplans
 - Grower Alliance-expanding back part of the warehouse, no final plans to date
 - Huerta Trucking purchased lot behind present location for truck/trailer storage
 - Burn Permits – Malki Higuera; Christus Rex Lutheran Church
 - Smoke detectors – 2 installations
 - ii. Community Events
 - Rio Rico Golden Anniversary May 18, 2019 –RRMFD will have a booth, CHIPP info, Firewise, smoke alarms
7. Administrative Report:
- a. Monthly Financials presented by Ana Holman
 - Chase account opened – no activity
 - Maintenance expense on vehicles is high
 - Wildland accounts receivable paid
 - b. Health Information Exchange Onboarding Program
 - Paperwork submitted to receive \$5,000 for using software provided. Budget changed with awards of Grants
8. New Business:
- a. Discussion and possible action to approve monthly financial reports.
 - Motion to approve monthly financials made by Michael Carlson, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
 - b. Discussion and possible action to elect new Chair and Clerk of the Board for a one year term.
 - Brad Beach suggests we rotate new guys in to the positions
 - Mike Vohland volunteered for Board Chair position
 - Frank Bejarano nominated Mike Vohland for Chair of the Board
 - Brad Beach motioned to approve Mike Vohland as Board Chair; second by Michael Carlson
 - Brad Beach, Frank Bejarano and Michael Carlson voted in favor; Mike Vohland opposed
 - Motion passed
 - Michael Carlson volunteered for Board Clerk position
 - Mike Vohland motioned to approve Michael Carlson as Board Clerk; second by Frank Bejarano

- Motion passed unanimously by verbal vote
- c. Discussion and possible action to pass a resolution for a mock wage of \$400.00/month for each individual who volunteers with the district to be covered with workmen's compensation insurance.
- Following discussion; pros and cons; additional information needs to be obtained and reviewed
 - Motion to table item made by Mike Vohland, second by Michael Carlson
 - Motion passed unanimously by verbal vote
- d. Discussion and possible action to approve a change to the RRMFD Policies and Procedures "Residency Requirements" to include Senate Bill 1231, Amending Title 9, Chapter 4, Article 8 and Title 48, Chapter 5, Article 1 A.R.S. for Public Safety residency requirements. (does not apply to executive level)
- Motion to remove the "Residency Requirements" from the RRFMD Policies and Procedures made by Michael Vohland, second by Michael Carlson.
 - Motion passed unanimously by verbal vote
- e. Discussion and possible action to approve a change to the RRMFD Policies and Procedures "Use of Telephones/Cellular Phones" to include House Bill 2318 "forbidding all uses of handheld portable wireless communication devices while operating a motor vehicle".
- Following discussion regarding current use of phones (mapping; transport etas); equipment to mount phones; effective date and enforcement date of law
 - Motion to table item made by Mike Vohland, second by Michael Carlson
 - Motion passed unanimously by verbal vote
- f. Discussion and possible action to enter in to an agreement with Datacom International for access and operation of the Mt. Benedict land-mobile repeater for Rio Rico radio communications.
- Three options presented for repeater on Mt. Benedict. Mike Vohland assisted in getting this agreement together.
 - Option 3 turnkey \$18,000 1st year payment; 2nd year payment \$5,400/year for service and maintaining repeater. Coverage will be improved substantially. Up and running within a month as opposed to 6 months to a year.
 - Motion to approve Option 3 for \$25,000 cap, if more is needed, return to board for approval, to be paid to Datacom International, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
- g. Presentation of the 2019-2020 Budget Proposal from Board Member, Michael Carlson with discussion and possible action to consider budget proposal as presented.
- Policy requires a contingency reserve fund equal to three months of operating expenses
 - PowerPoint presentation with budget considerations, policy requirements, findings, conclusions and tax rate options presented by Michael Carlson
 - As we operate today, Operational Contingency Reserve is not defined during Board financial discussions; no regular contributions being placed in the Capital Replacement Fund or Contingency Reserve Fund, only surplus unrestricted operating funds at the end of the fiscal year
 - New budget has \$228,000 in capital purchases, but not enough contingency funds to fund
 - Possibility of a breach to District Policy
 - Immediate Risk is minimal, but need a long term contingency plan (3-5 year to fund)
 - Not all districts have a contingency fund
 - Reviewed property tax rate options/proposals and consideration to move tax rate back to prior year rate
 - Motion to increase tax rate to 3.1% to increase revenue possibly to fund contingency fund account made by Mike Vohland.
 - Mike Vohland withdrew motion
 - Motion to table item no later than next months meeting to allow time for additional research made by Mike Vohland, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
- h. Discussion and possible action to amend District Board Meeting dates for months of May and/or June for budget draft submission
- Need 30 days to post budget draft before adoption.
 - Post in May and adopt June 27

- Motion to move June 25th, 2019 District Board Meeting to June 27th 2019 at 5:30 p.m. made by Mike Vohland, second by Michael Carlson
 - Motion passed unanimously by verbal vote
 - i. Possible Executive Session – The Fire Board may vote to go into Executive Session pursuant to A.R.S. 38-431.03(A)(1) for discussion or consultation for the Chief’s salary and contract.
 - i. Notice: Executive sessions are confidential pursuant A.R.S. section 38-431.03(C).
 - ii. Notice: No action is taken during an executive session. Any action taken by the Board will take place during an open meeting.
 - Motion to table executive session made by Mike Vohland table Michael Carlson
 - Motion passed unanimously by verbal vote
11. Upcoming meeting discussion:
- a. Special Board Meeting – May 7, 2019
 - b. Monthly Board Meeting - May 28, 2019
12. Adjournment:
- Motion to adjourn made by Mike Vohland, second by Frank Bejarano
 - Adjourned 7:15 p.m.

Dated this _____ day of _____, 2019.

Rio Rico Medical & Fire District Elected Official

Michael Carlson, _____ Clerk of the Board