



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Thursday, November 2, 2023 at 5:30 p.m. The meeting was held at Rio Rico Medical and Fire District administrative office, 822 Pendleton Drive, Rio Rico, AZ.

1. CALL MEETING TO ORDER

- Meeting is being recorded
- Meeting called to order at 5:31 p.m. by Brad Beach

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

- Present: Brad Beach, Frank Bejarano, Michael Carlson, Hank Thysell and Dora Urias

4. CALL TO THE PUBLIC

- None

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session and Executive Session of September 27, 2023, Special Session and Executive Session of October 3, 2023 and Regular Session of October 25, 2023.

- Motion to approve the minutes of the Regular and Executive Session of September 27, 2023, the Special Session and Executive Session of October 3, 2023 and the Regular Session of October 25, 2023 made by Michael Carlson, second by Dora Urias
- Motion passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

a. Correspondence

- Alejandra Felix and Jorge Suarez from Lipman Produce brought water and Gatorade to crews as a thank you
- Ana Holman received a call from Brenda Paradis who was transported in June by Luis Saenz and Luis Moreno who stated she was very grateful for the care and compassion she received during the transport and will be baking goods for A Shift this weekend

b. Fire Chief's report

- Fire Chief power point report presented by Chief Adam Amezaga. Copy of report on file and posted the District website
- i. Emergency calls summary
- ii. Operational
 1. Equipment, vehicle, station
 2. Training
 3. Operations
 4. Personnel

c. Fire Marshal Report

- No report

d. Fire Board Member Report

- Hank Thysell attended the Public Hearing for the NSFD annexation - many who attended were thinking it was the City of Nogales which was clarified it was not. Attended the Pancake Breakfast; orientation with Ana Holman and Chief Amezaga and received a tour of the stations. Feels very welcome in the District.
- Michael Carlson attended the Pancake Breakfast and the Trunk or Treat. Car show at Garrett's was well attended and the District was well represented
- Brad Beach spoke with several parents of the students who had the field trips to Station 3-great bonding for parents and children; Trunk or Treat was a great success, First Responders Day – kudos to all. Great community outreach and involvement.

e. Financial Report

i. Presentation of Financial Reports up to September 30, 2023

- Financial Reports presented by Ana Holman
- ARPA funds refund received: RRMFD \$135,000 to be used to offset worker's compensation increase; NSFD \$17,000 to be used for repairs and expenses
- Public Hearing for the annexation of lots in Las Colinas to be included in the NSFD boundaries
- BeachFleischman is wrapping up the audit and will present audit report in November
- Ambulance Billing Policy scheduled for review in November, 2023
- Michael Carlson complimented everyone on their expense control

7. OLD BUSINESS

a. Discussion and possible action re: Expansion of RRMFD CON Ambulance Boundaries

i. This is a continuation of previous discussion related to the Expansion of RRMFD CON Ambulance Boundaries

- Chief Amezaga noted the documentation was submitted and the State rejected it requesting an additional form. Additional documentation was issued and resubmitted. Meeting with Chiefs of Nogales Fire, Tubac Fire and RRMFD to be scheduled.

b. Discussion and possible action re: Revising previously approved motion approving purchase of Security Door Access Controls for Station #3 from Sentry Fence Builders in the amount of \$20,727.00 to \$26,620.23 to include Change order 1 in the amount of \$5,893.23 to be paid from the Capital Replacement funds.

i. This is a continuation of previous discussion related to the purchase of Security Door Access Controls for Station #3

- Equipment ordered was not compatible with strike plate for main system
- Motion to increase up to 15% of the \$26,620.23 made by Frank Bejarano, second by Dora Urias
- Motion passed unanimously by verbal vote

MOVED TO NEW BUSINESS

c. Discussion and possible action re: Executive Session – The Fire Board may vote to go into Executive Session pursuant to A.R.S. 38-431.03(A)(1) for personnel matter

i. Note: The Chairperson will confirm Chief Amezaga received at least 24 hours notice

ii. Confirmed

ii. Note: Executive Sessions are confidential pursuant to A.R.S. section 38-431.03(C)

Anything discussed within Executive Session is to remain within Executive Session

iii. Note: No action is taken during an Executive Session. Any action taken by the Board will take place during and open meeting

iii. This is a continuation of previous discussion related to the personnel matter

- Entered Executive Session at 6:33 p.m.
- Returned to Regular Session at 6:49 p.m.

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for September, 2023.
 - Motion to approve financial reports of September, 2023 made by Michael Carlson, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
- b. Discussion and possible action re: Approval to renew Property, Equipment, Auto, General Liability and Umbrella coverages with VFIS of Arizona for the annual amount of up to \$90,617.00
 - Motion to approve renewal of Property, Equipment, Auto, General Liability and Umbrella coverages with VFIS of Arizona for the amount of up to \$90,617 made by Frank Bejarano, second by Dora Urias
- c. Discussion, review and possible action re: COVID Policy
 - Chief Amezaga noted the COVID Policy was omitted from the final draft of the Policy manual. Want to encourage members to get vaccinated.
 - Michael Carlson agreed with Chief Amezaga on encouraging members to get vaccinated and noted the COVID card is no longer being issued which would require some other type of documentation for proof of inoculation.
 - Brad Beach commented that if it is no longer a pandemic, is it an endemic and would it be considered similar to the flu – would we need the COVID policy. May be a topic of future discussion to include flu.
 - Motion to modify current policy manual to include adopted COVID Incentive Program from May 25, 2022 ensuring we use proposed change to B. to include home testing made by Michael Carlson, second by Dora Urias
 - Motion passed unanimously by verbal vote
 - Motion to make COVID Incentive Program retroactive to June 2023 made by Michael Carlson, second by Dora Urias
 - Tracking of boosters will be kept by HR Generalist
 - Motion passed unanimously by verbal vote
- d. Discussion and review re: Board Member Powers and Duties
 - Chief Amezaga noted we need to make sure we have a quorum (3 Board Members) for meetings
 - Michael Carlson verified current schedule of meetings being held the last Wednesday of the month was still convenient for Board members

RETURNED TO OLD BUSINESS 7. c.

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting November 29, 2023 5:30 p.m.
 - Ambulance Billing Policy review
 - COVID discussion

10. ADJOURNMENT

- Meeting adjourned at 6:52 p.m. by Brad Beach

Dated this 29th day of November, 2023.
Rio Rico Medical & Fire District Elected Official

Dora Urias, Dora Urias Clerk of the Board