



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, June 29, 2022 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 by Dean Davis at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

- Present: Brad Beach, Frank Bejarano, Michael Carlson and Dean Davis
- Absent: Dora Urias

4. CALL TO THE PUBLIC

- None

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session of May 25, 2022 and Special Session June 8, 2022.

- Motion to approve minutes of Regular session May 25, 2022 & special session June 8, 2022 by Frank Bejarano, second by Brad Beach
- Michael Carlson stated he would abstain from voting as he was not present at the meetings
- Motion passed with aye verbal votes by Dean Davis, Brad Beach and Frank Bejarano

6. REPORTS AND CORRESPONDENCE:

a. Correspondence - None

b. Fire Chief's report

i. Emergency calls summary

- Total Calls: 251 calls IFT's 108 (43%) Fires 8 (3%) EMS/911 75 (30%) Others 68 (24%)
- Mutual Aid Calls: 56 calls; NFD 7; NSFD 18, Tubac 7 & Patagonia 4

ii. Operational

1. Equipment, vehicle, station:

- Apparatus reports included in Board packet
- Stations looking top notch due to hard work of Jose Orozco
- Station 2 generator repaired; will be painted as well

2. Training:

- Tuesday drills June 7th, 14th, 21st & 28th
- Unisource electrical training June 2nd & 3rd
- National Firefighter Take Care of our Own - June 15th
- Wild Land Pack Test June 8th
- Swift Water Training – June 29th
- EMS Trainings: EMT STR (IV & Airway) June 2nd
EMC CEU's June 24th
ACLS Renewal June 27th
Common Traumatic Water Injuries June 28th

- Santa Cruz Chief's meeting June 14th

3. Operations:

- Wildland Assignments: Foster Fire
Mule Fire
Tonto Canyon Fire
Elgin Bridge Fire
Dempsey Texas Fire

4. Personnel:

- Carl Mare' retiring 8-2-22 Combining two positions into one for replacement
- Moment of silence in honor of Sr. Advisor Tom McNamara

c. Fire Marshal Report

- NFIRS good through May, 2022
- Attended 4 trainings/webinars including Transgender Patient Sensitivity and Documentation. Frank Bejarano elaborated on sensitivity and identifiers; constant change and adaptation – “how would you like to be addressed”.
- No burn permits issued due to Stage II restrictions effective May 25, 2022. These restrictions were lifted Monday, June 27, 2022. Burn permits will be issued beginning July 1st, 2022. Ring and social media will be updated for issuance.
- 11 Plan Reviews/Inspections processed
- 14 Fire Calls including smoke from wildland fires and wildland
- Sandbags and sand available at Stations 2 and 3
- Observance noted motor homes throughout the District on lots – allowed during construction only. Also noted lack of addresses on houses
- Tubac will be having fireworks. Brad Beach noted Rio Rico High School is looking at possibly having fireworks next year

d. Fire Board Member Report

- Michael Carlson attended recruit Cut N Crunch. Commended Antonio Sanchez and Chris Cruz who were very involved with the training of the recruits as well as Nick Quiroga and Malki Higuera – all fantastic with group; Brad Beach saw water training yesterday-hats off to Frank Granados; RRMFD is a constant force for the academy (minimal aid from other agencies)

e. Financial Report

i. Presentation of Financial Reports up to May 31, 2022

- Financial reports presented by Ana Holman
- Collection as of June 29, 2022 – reached the \$2 million mark- 3rd year in a row
- Received \$38,000 from Proposition 207 today
- With operations moving to Image Trend, looking at their billing software as well. Currently waiting for operations conversion for integration with billing (cost within current range). Michael Carlson questioned possible downtime, affect on RRMFD and possible penalty to provider.
- As previously discussed Workers Compensation insurance has increased along with the \$65,000 assessment; \$20 million assigned to workers compensation (through government) however, working on utilization of funds (funding until depleted, approximately 4-5 years); with calculation RRMFD should receive approximately \$43,000
- AFCA/AFDA conference being held July 12th-14th in Glendale, Az. Attendees will be Chief Amezaga, Ana Holman, Jennifer Rayon, Brad Beach and Frank Bejarano

f. November 2022 General Election Timeline update.

- Three Board of Directors seats up for election, Brad Beach, Frank Bejarano and Michael Carlson – posting 7-1-22 and 7-8-22 in Nogales International. NSFD has one seat up for election – Armando Castillo. Has already submitted packet. Candidate deadline is July 11, 2022

7. OLD BUSINESS

a. Discussion, update and possible action re: Nogales City Annexation

- i. This is a continuation of previous discussion related to the Nogales City Annexation and RRMFD committee

- Michael Carlson noted Nogales hasn't been pursuing; however, RRMFD should continually keep annexation process in the present. Consensus of Board is that annexation hinges on the upcoming election. Frank Bejarano suggested we utilize a billboard (will need legal verification).

MOVED TO NEW BUSINESS 8 a.

- b. 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. 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.
Violation could lead to civil penalties pursuant to A.R.S. 38-431-07(A)
 - iii. Note: No action is taken during an executive session. Any action taken by the Board will take place during an open meeting
 - iv. This is a continuation of previous discussion related to the personnel matter
 - Moved to Executive Session at 7:36 p.m.
 - Returned from Executive Session at 8:03 p.m.
 - Motion to increase Chief Amezaga's salary to \$135,000 annually effective April 24, 2022. Doing this retroactively for the last three years is against every grain in my body. The Board has agreed that next year they will start working on Chief Amezaga's performance appraisal starting in February so this action can be done in our monthly meeting in March so that we are not doing things retroactively rather than a little bit more proactively. We'll ask Eva, our secretary, to make sure that she prods us to make sure it goes on the agenda and we'll ask Chief Amezaga to be equally aware of the timing so that he can start working on his self-appraisal in February so that we can do this in a more timely and appropriate fashion, made by Michael Carlson, second by Frank Bejarano.
 - Motion passed unanimously by verbal vote

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for May 2022.
 - Motion to approve financial reports for May 2022 made by Michael Carlson, second by Brad Beach
 - Motion passed unanimously by verbal vote
- b. Discussion and possible action re: Approval of Beach Fleischman FY21-22 Audit Engagement Letter for an estimated fee, excluding expenses, of \$24,000.00
 - Motion to approve BeachFleischman FY 21-22 Audit Engagement Letter for an estimated fee, excluding expenses, of \$24,000. made by Brad Beach, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
- c. Discussion and possible action re: Board Team Building Retreat – presentation by Ray and Katie Sayre for retreat scheduled for July 23, 2022
 - Ray Sayre introduced himself and gave a brief biography
 - Reviewed facility, agenda and attendees for scheduled retreat
- d. Public Hearing re: Rio Rico Medical and Fire District fiscal year 2022-2023 Budget
 - i. Chairman will open the hearing.
 - Dean Davis opened the hearing at 7:03 p.m.
 - ii. Chairman will call to all present for those who wish to comment on the budget and each person desiring to speak will be provided 3 minutes.
 - No one present
 - iii. Chairman will close the hearing.
 - Dean Davis closed the hearing at 7:04 p.m.
- e. Discussion and possible action re: Approval of Resolution 2022-03 approving and formally adopting the Fiscal Year 2022-2023 Budget
 - Motion for approval of Resolution 2022-03 approving and formally adopting the Fiscal Year 2022-2023 Budget made by Michael Carlson, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
 - Ana Holman noted the FDAT tax amount presented last month was reduced by the county by \$4,000

- f. Discussion and possible action re: Approval of Securis Insurance Pool, Inc. Assessment fee for policy year 2021-2022 in the amount of \$65,445.00
- Ana Holman noted due to COVID, the insurance pool had a deficit for 2021-2022. Some of monies received (through above referenced funding) will be used for partial funding; subsidy will go toward contributions for 22-23. Quote for 2021-2022 was \$102,000, actual is \$167,000. RRMFD committed for 3 years and knew this was a risk when entering into contract.
 - Motion to approve the Securis Insurance Pool, Inc. Assessment fee for policy year 2021-2022 in the amount of \$65,445.00, understanding there will be some level of reimbursement for cost of fees in the future, made by Michael Carlson, second by Brad Beach
 - Dean Davis, Brad Beach and Michael Carlson voted in aye; Frank Bejarano voted nay
- g. Discussion and possible action re: Addition of "Battalion Chief of Training" classification to operational pay scale effective July 1, 2022
- Chief Amezaga noted to open this position, Board needs to approve combining EMS Coordinator and Training Coordinator to new position Battalion Chief of Training \$65,645 annually.
 - Motion to approve addition of Battalion Chief of Training classification to the operational pay scale effective July 1, 2022 made by Frank Bejarano, second by Michael Carlson
 - Motion passed unanimously by verbal vote
- h. Discussion and possible action re: Sale of present UTV for market value and purchase of new UTV to include all associated fees, taxes, and equipment up to \$45,000.00
- Current UTV should have never been fixed, continual problems. Current skid unit to be sold to offset current costs; turning down assignments due to continual problems. New unit is a fully enclosed cab; original unit RRMFD wanted has been sold.
 - Dean Davis questioned where new unit would be repaired if needed; restriction of who can operate the unit. Chief Amezaga noted repairs are done in Tucson and mandatory training would be required with bi-annual certification for personnel using the vehicle. Income from wildland equipment will be used to reimburse the Capital Reserve account until paid.
 - Motion to sell present UTV for market value and purchase of new UTV to include all associated fees, taxes and equipment up to \$45,000 made by Brad Beach, second by Frank Bejarano
 - Motion passed unanimously by verbal vote

RETURNING TO OLD BUSINESS 7 b.

9. FUTURE MEETING AGENDA ITEMS

- Next Board Meeting July 27, 2022 5:30 p.m.
- Signage at Station 1
- Contingency fund and Capital Reserve accounts review

10. ADJOURNMENT

- Motion to adjourn made by Dean Davis, second by Brad Beach
- Motion passed unanimously by verbal vote
- Adjourned at 8:07 p.m.

Dated this 27th day of July, 2022.

Rio Rico Medical & Fire District Elected Official

Michael Carlson, 

Clerk of the Board