



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, September 29, 2021 at 5:30 p.m. at Rio Rico Medical and Fire District administrative office, 822 Pendleton Drive, Rio Rico, AZ.

### 1. CALL MEETING TO ORDER

- Meeting called to order by Frank Bejarano at 5:30 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF BOARD MEMBERS

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

### 4. CALL TO THE PUBLIC

- None

### 5. CONSENT AGENDA

- Approval of minutes

#### i. Regular Session of August 25, 2021 and two Executive Sessions of August 25, 2021

- Motion to approve Regular Session minutes of August 25, 2021 and two Executive Sessions minutes made by Michael Carlson, second by Brad Beach
- Motion passed unanimously by verbal vote

### 6. REPORTS AND CORRESPONDENCE:

#### a. Fire Chief's report

##### i. Emergency calls summary: 240 Total Calls 72 911/EMS 96 IFTS 3 Fire 69 Other (9 COVID)

##### ii. Operational

#### 1. Equipment, vehicle, station

- Station 1: Fuel gauges replaced; garage door opener replaced
- Station 3: Torn shade structure will need to be replaced; leaking backflow preventor will need to be replaced (estimate for repair \$9,000) and Stryker Gurney maintenance in progress- no issues at this point

#### 2. Training

- Fire rescue training September 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup>
- EMS CPR instructor training
- EMS continuing education

#### 3. Operations

- Wildland assignments: Knob Fire: Cruz & Ugarte swapped with Ana Morales and Cota  
Dixie Fire: Sheldon, Carrillo, Valencia and Ruben Saavedra - swapped  
KNP Complex Fire: Sheldon, Carrillo, Ruben Saavedra and Nido

#### 4. Personnel

- No Labor talks

#### 5. COVID-19 Update

- COVID talks Sept 13<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup> with Dr. Pereira and Dr. Williams
- 76% vaccinated within District

- Transports slow and occasional
- Two operational personnel were out and have returned to work
- Booster shots available for those who received Pfizer vaccines

b. Fire Marshal Report

- NFIRS good through August 2021. RRMFD received congratulatory notice as one of few fire departments with minimal errors for 2020
- COVID 19 positive and negative results up to date through July
- Attended 10 webinars/trainings
- No burn permits issued
- 11 plan reviews/inspections done
- Loves Travel Center plans sent to State Fire Marshal office for review
- 3 Fire Calls
- Flammable and Combustible liquids storage throughout county. Santa Cruz County contacted regarding life safety and fire code; however, no county ordinance in place. Will be addressed at county board meeting. Working on options for enforcing fire code for hazardous materials.
- First Due preplans done for schools specifying classrooms
- Sand and sandbags available to the community
- "No Annexation" banners placed in NSFD area

c. Fire Board Report

- House Bill 2381 amendments and additions relating to Public Retirement Systems (PSPRS)
- Mr. Carlson has spoken with Phil Coleman of PSPRS regarding training (not set up at this point); legal counsel cannot be the District attorney however, would like his advice on possible name of attorneys. Timing of reports; retirement information will be done through PSPRS, possible consolidation of local boards; RRMFD 93% funded-Nogales 16 million shortfall; SCC 12 million shortfall

d. Financial Report

- Presentation of Financial Reports up to August 31, 2021
  - Financial Reports presented by Ana Holman
  - Financial audit finishing up this week
  - Billing audit has been completed – final report expected next month
  - Ambulance billing portal has been experiencing an outage since September 22 delaying billing and receipt of income; currently looking at provisions on annual contract for downtime reimbursement

e. Customer Appreciation

- Thank you notes received from Jehovah Witness for RRMFD and NSFD
- Thank you card received for firefighters Bly, Carrillo and Meras

7. OLD BUSINESS

- Update and discussion regarding Fire Station 1 building and funding with the Stifel Group
  - Stifel could not be represented at this meeting
  - Recommended tabling until next meeting

**MOVING TO ITEM 8. NEW BUSINESS – allows attendees completion of meeting information prior to Executive Sessions**

- 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.
  - Motion to move out of regular session into executive session to discuss items b., c. and d. made by Michael Carlson, second by Dean Davis
  - Motion approved unanimously by verbal vote
  - Moved into executive session at 6:38 p.m.
    - This is a continuation of previous discussion related to Covid vaccinations for RRMFD employees
    - Note: Executive Sessions are confidential pursuant to A.R.S. section 38-431.03 (C).  
Anything discussed within an 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.

- Returned from Executive Session at 7:20 p.m.
- Motion to move into regular session made by Michael Carlson, second by Brad Beach
- Motion passed unanimously by verbal vote
- Motion made by Frank Bejarano recommending the Board table mandatory COVID vaccinations for RRMFD employees until next board meeting, second by Dean Davis
- Motion passed unanimously by verbal vote

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. This is a continuation of previous discussion related to Chief Amezaga's contract and annual evaluation.

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

Anything discussed within an 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.

- Motion to leave regular session and enter executive session made by Dean Davis, second by Michael Carlson
- Motion passed unanimously by verbal vote
- Moved into executive session at 7:26 p.m.
- Returned from executive session at 8:01 p.m.
- Motion to leave regular session and enter executive session made by Brad Beach, second by Dean Davis
- Motion passed unanimously by verbal vote

d. 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. This is a continuation of previous discussion related to Chief Amezaga's annual evaluation and compensation

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

iii. 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)

iv. Note: No action is taken during an executive session. Any action taken by the Board will take place during an open meeting

- Returned from executive session at 8:37 p.m.
- Michael Carlson moved to approve Chief Amezaga's performance appraisal with the overall rating of Above Standard and annual salary increase of \$4,000; check for liability insurance for the Chief for any additional incidents that may occur while he is on duty, remove the educational requirement and stipend from his contract and pay for continuing education classes/courses, second by Dean Davis
- Motion passed unanimously by verbal vote

## 8. NEW BUSINESS

a. Discussion and possible action re: Approval of financial reports for August 2021.

- Motion to approve August 2021 financial reports made by Michael Carlson, second by Dean Davis
- 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 \$70,908.00

- Annual renewal up 6.15% from last year – 3 ambulances were added to the policy mid year
- Limited on agencies – very few agencies insure fire districts
- Motion to renew property, equipment, auto, general liability and umbrella coverage with VFIS of Arizona for the annual amount of up to \$70,908.00 made by Brad Beach, second by Michael Carlson
- Motion passed unanimously by verbal

- c. Discussion and possible action re: Approval to purchase 15 SCBA masks and 15 Amplifiers in the amount of up to \$16,273.50
  - Motion to approve purchase of 15 SCBA masks and 15 amplifiers in the amount of up to \$16,273.50 pulled from the capital expense account made by Dean Davis, second by Brad Beach
  - Motion passed unanimously by verbal vote

**RETURNING TO ITEM 7b**

**9. FUTURE MEETING AGENDA ITEMS**

- a. Next Board Meeting October 27, 2021 5:30 p.m.
- b. Boundaries of proposed annexation
- c. Subcommittee for annexation pros and cons School District; supervisors; Kino Springs; suburban area; providing services 5-10 years; status

**10. ADJOURNMENT**

- Motion to adjourn made by Brad Beach, second by Dean Davis
- Motion passed unanimously by verbal vote
- Meeting adjourned at 8:50 p.m.

Dated this 27 day of OCT., 2021.

**Rio Rico Medical & Fire District Elected Official**

*Brad Beach*,  Clerk of the Board