



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, January 31, 2024 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 Dora Urias

### 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 of January 3, 2024

- Eva Barreda noted the minutes draft in the packets was changed under 8. New Business, third bullet point from “any value to block” to “any value to the engine block”
- Motion to accept the minutes as adjusted made by Hank Thysell second by Michael Carlson
- Motion passed unanimously by verbal vote

### 6. REPORTS AND CORRESPONDENCE:

#### a. Correspondence

- Email received from Christopher Falcon, Prehospital Specialist with Banner University Medical Center in Tucson giving credit where credit is due to our personnel for excellence in placing the Primary and Secondary impressions and appropriate information received in their calls. Passing on the appreciation in the attention personnel are giving to their reports – Kudos to all!

#### b. Fire Chief's Report

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

#### c. Fire Marshal Report

- Fire Marshal power point report presented by Fire Marshal George Cluff. Copy of report on file and posted on the District website

d. Fire Board Member Report

- Hank Thysell thanked Ana Holman for taking the time to review financial reporting and information. Complimented the District on the smooth running of the District; teamwork, training and the posada.
- Brad Beach noted the posada was spot on; the food delicious, the donations for the raffles, the stories told and recognition shown.
- Frank Bejarano noted the relationship with Tubac Fire has grown, appreciates their attendance at our meetings and teamwork to grow as a community.

e. Financial Report

i. Presentation of Financial Reports up to December 2023

- Financial Reports presented by Ana Holman
- Personnel expense lower as we do not have the academy running. Pima Community College will be hosting the fire academy this year in the Nogales area with assistance from Arizona Workforce
- NSFD annexation – all signatures collected and working on presenting documents to the county
- HR Generalist position has been filled by Edmundo Castaneda who will begin February 13th

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 last update from attorney stated the State wanted to have the paperwork refiled; paperwork sent to Tubac for review and discussion, signed paperwork and submitted for approval

b. Discussion, review and update re: Burn Tower Training Facility for Station 2

i. This is a continuation of previous discussion related to the Burn Tower Training Facility for Station 2.

- Chief Amezaga stated he has made contact with Steven from the tower company and will be meeting with him February 6<sup>th</sup> at 10 a.m. Soil samples have been completed, seller of the tower will also be installing the tower

c. Discussion and possible action re: COVID Policy

i. This is a continuation of previous discussion related to the COVID Incentive Program Policy

- Eva Barreda noted originally the COVID Incentive Program was an incentive. In changing the wording after reimplementing the COVID Policy, made it not an incentive. In reviewing policy and wording with Brad Beach, it was noted in the 2021 Policy under sick leave there was information included for COVID which was removed upon implementation of the COVID Incentive program which was reinstated to the Policy with amendments November 29, 2023 retroactive to June 2023. Proposed changes would be to remove the COVID Incentive Program as there is no incentive as they are to follow CDC guidelines and use the individuals' accrued sick time, retroactive to June 2023.
- Board discussion included comments regarding the inclusion of CDC guidelines as they are always changing; necessity of having a guideline for COVID; Worker's compensation covering COVID; infectious disease, not just COVID, to utilize current CDC guidelines.
- Motion to remove the COVID Incentive Policy and to add to our regular policies to include you follow CDC guidelines for infectious disease made by Frank Bejarano, second by Brad Beach

- Motion passed 4 Ayes, 1 Nay (Michael Carlson)

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for December, 2023.
- Motion to approve the financial reports for December 2023 made by Michael Carlson, second by Frank Bejarano
  - Motion approved unanimously by verbal vote

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting February 28, 2024 5:30 p.m.
- Brad Beach requested a review and discussion regarding the policy on sick leave guidelines accrual items B. & L. Also requested a review/discussion regarding best practices for the Board to include a Board retreat; review of agenda by the Chair and Chief Amezaga the week prior to the Board meeting, agenda availability Friday before the Board meeting for Board review prior to the Board meeting and Board member discussion/review for items of improvement for the Board

10. ADJOURNMENT

- Meeting adjourned at 6:25 p.m. by Dora Urias

Dated this 28<sup>th</sup> day of February, 2024.

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

**Hank Thysell,**  **Clerk of the Board**