



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District held a regular meeting on February 24, 2021, Station #3, 822 Pendleton Dr., Rio Rico, AZ

To comply with the Governor's social distancing guidelines, this meeting was closed to the public and held remotely.

1. Call meeting to order
 - Meeting being recorded
 - Meeting called to order by Frank Bejarano at 5:32 p.m.
2. Pledge of Allegiance
3. Call to the Public
 - None
4. Roll call for board members
 - Present: Brad Beach, Frank Bejarano and Dean Davis
 - Absent: Michael Carlson and Dora Urias
5. Approval of minutes for the District Meeting held on January 27, 2021
 - Motion to approve the minutes of the District Meeting held on January 27, 2021 made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
6. Approval of minutes for the Special District Meeting held February 16, 2021
 - Motion to approve the minutes of the Special District Meeting held February 16, 2021 made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
7. Fire Chief's Reports and Staff Reports:
 - a. Call Summary
 - Total calls: 195 911s 60 IFTs 87 Fires 6 Other 50
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - Engine 523 – return delayed due to electrical system issue – awaiting parts. Will be fully tested for electrical issues before being returned. Original cost quote was \$20,000 – first part of estimate came in at \$8,000; actual cost was \$4,000; hoping to stay within budget
 - Paramedic 531 was experiencing swaying with a rough ride; taken to Tucson, rear suspension repaired and ready for pick up
 - TRT522 purchased to use as our Technical Rescue unit; needs to be repainted and striped to RRMFD standards; quote requested. Grant in the amount of \$15,000 awarded to outfit the vehicle
 - ii. Training
 - BUMC Distance EMS Trainings now being delivered by power point with completion questions being submitted to Banner UMC
 - Minimum company trainings broken down by Captains quarterly with individual shift/station trainings on Tuesdays
 - Probationary training and testing February 16th and 19th – all employees doing well
 - Fire officer Leadership classes being held Tuesdays and Thursdays. 15 Students from RRMFD, TFD and NFD participating
 - EMS Skills Labs – February 10th and 18th



- Wild Land Refresher Training – February 22nd, 24th and 26th
- iii. Personnel
 - Office Assistant Kay Polzin heading back home to be closer to family
 - RRMFD had 15 applicants, of which 10 were selected to attend the NFD EMT Academy This is an eight-week program which started February 22, 2021
 - Interviews for part-time EMT/CEP Reserves begins February 25th. 17 applicants of which 9-12 will be selected
 - RRMFD will begin management services of the NSFD beginning March 7th
 - DC Johnson is assigned to begin the operation transition process
 - Ana Holman will manage the administration transition process
 - Frank Granados will manage fleet service coordination
 - Signage will remain as Nogales Suburban Fire District
 - Press release – story in Nogales International; social media, Facebook, and newsletter to residents. Concerns expressed regarding closure of the Old Tucson Road station and signage for directives to RRMFD
 - Labor Management – met with Michael Fielder regarding operations for management of NSFD. DC Johnson has been given the latitude to address issues with personnel
- iv. COVID-19 Update
 - No one out sick administrative or operational personnel
 - Moderna vaccine going well. Second doses received
 - COVID 19 transports are on the decrease
 - Training module for EMTs & Paramedics available to assist with vaccinations
 - Mariposa Health Clinic looking to hire part time individuals to assist with vaccinations
 - Brad Beach commended Chief Amezaga for being proactive on grants and the monies saved; updated training; offering new training for future EMS and Firefighters

c. Fire Marshal

- i. Inspections and Plans
 - Uploaded 269 NFIRS reports for January 2021 and 32 status changes due to Covid 19 results
 - Covid 19 results pending for January
 - NSFD updates for NFIRS; ER.COM, First Due Community Connect
 - Participated in 5 webinars/trainings
 - Burn Permits – 2 issued – Due to recent winds permit holder must contact Captain on duty for approval o day of burn
 - 4 Plan Reviews and Inspections completed
 - Fire Calls – 3 fire and 1 propane leak
- ii. Community Events
 - Firefighters participated in the annual “Love of Reading” week with Calabasas School – virtual and pre-recorded

8. Administrative Report:

- a. Presentation of monthly Financial Reports up to January 31st, 2021
 - Monthly Financial Reports presented by Ana Holman

9. Old Business:

- a. Update on the NSFD IGA
 - Discussed in Fire Chief’s report. Frank Bejarano thanked everyone for a great job in bringing this to reality. Dual signage recommended; will look into costs
- b. Discussion and possible action to approve RRMFD revised 2018 International Fire Code and Amendments approved by the Arizona State Fire Marshal’s Office
 - Dean Davis commented on issues regarding required sprinkling and additional expense to smaller projects; (reference made to Section 903.2 and .9 and Group S1 and S2) possibly adopt with recommendations per the uniform fire code. Water flow notification device amendment – recommends both level of office areas and multiple restroom areas as opposed to each individual restroom due to cost of alarms.
 - Brad Beach suggested the item be tabled to allow time for the Board, Chief and Fire personnel as well as community members being affected to review



- Chief Amezaga recommended forming a committee including Dean Davis, George Cluff and others to find a common ground and come back to the Board with a recommendation from the committee.
- Discussion regarding adopting pieces of the code – code can be amended but cannot be lower than state requirements
- Dean Davis motioned to form a committee to study the amendments to 2018 International Fire Code and table approval process until next meeting; second by Brad Beach
- Motion passed unanimously by verbal vote

10. New Business

- Discussion and possible action to approve January 31st, 2021 monthly financial reports
 - Motion to approve January 31st, 2021 monthly financial reports made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
- Discussion and possible action to nominate two Fire Board Members to work on upcoming Budget Committee
 - Frank Bejarano and Dean Davis volunteered for committee. Chief Amezaga noted Michael Carlson had expressed his desire to be on the committee. Frank Bejarano stepped back to allow Dean Davis to participate. Ana Holman mentioned Brad Beach's interest to participate in the prior year. Frank Bejarano noted we need the members with strength and knowledge due to the management of NSFD, equipment issues and future issues to gain the insight for the future of RRMFD.
- Discussion and possible action to approve contract with PWW for the ambulance billing audit.
 - Previously discussed doing a billing audit; researched providers and costs. PWW is the premier leader in the industry and has reduced cost due to size of district. Self-audit with their guidance.
 - Motion to approve contract with PWW for the ambulance audit, second by Dean Davis second
 - Motion passed unanimously by verbal vote
- Discussion and possible action to approve contract for the Strategic Plan
 - Frank Bejarano requested a 5 minute recess at 6:37 p.m. for members to review the contract for the Strategic Plan. Reconvened at 6:47 p.m.
 - Dollar value of contract is under the limit for approval but needs approval for the contract to allow the Chief to enter into services for the Strategic Plan
 - Motion to approve the Strategic Plan contract and proposal made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
 - Chief Amezaga noted, once all is formulated, he will be requesting two Board members to be on the committee for the Strategic Plan. Frank Bejarano suggested Brad Beach and Dora Urias be on the committee

11. Upcoming meeting discussion:

- Monthly Board Meeting – March 31, 2021
 - Dean Davis asked who would be the contact for the committee on the amendments to the Fire Code. Chief Amezaga stated he would assign Fire Marshal Cluff to head that committee
 - Frank Bejarano would like to address the need for a Firefighter Foundation/academy, Cadet program similar to the EMT academy or JTED to grow our own providers. We have the experience; contacts, personnel and facilities.

12. Adjournment:

- Motion to adjourn made by Frank Bejarano, second by Dean Davis
- Motion passed unanimously by verbal vote
- Meeting adjourned at 7:04 p.m.

Dated this 7 **day of** May **, 2021.**

Rio Rico Medical & Fire District Elected Official

Brad Beach,



Clerk of the Board

