



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session Wednesday, February 23, 2022 at 5:30 p.m. at the 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 5:32 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

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

4. CALL TO THE PUBLIC

- None
- Chief Amezaga noted paragraph a. for Call To The Public does not need to be read unless there is a Call To The Public

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session of January 26, 2022, Special Session of January 28, 2022 and Special Session of February 9, 2022

- Motion to approve minutes of the regular session January 26th, Special Session of January 28th and Special Session of February 9th all in 2022 made by Mike Carlson, second by Brad Beach
- Passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

a. Badge Pinning

- Will take place next month

b. Fire Chief's report

i. Emergency calls summary:

- Total Calls: 169 (Jan 142) 911's 63 IFT's 53 Fire 8 Others 45

ii. Operational

1. Equipment, vehicle, station

- Annual SCBA flow tests February 15- all units passed
- Admin Gate on patio repaired, adding arch to keep the gate from dragging
- Posts and parking lot painted; offices painted and doors painted

2. Training

- Fire rescue training held Feb 1, 8, 15, 22
- Ana Holman had finance meeting with each shift February 1st, 3rd and 4th
- Small maintenance repair training February 2nd and 10th
- Pumping and manifold training February 11th
- EMS IV Pump Training February 1st
- Base Hospital Skills Lab February 7th and 9th
- NREMT CEU's February 25th

- 1041 Instructor Class February 21st through 25th – Regional training - 18 attending from all areas including our captains. Participants will receive Pima Community College (PCC) credits. Mike Burns from RRMFD is the instructor
 - Wildland refresher regional training February 14th, 17th and 18th – annual training; 80 attendees
3. Operations
- Dean Davis asked about CON review of requirements; concerned due to possible annexation. As part of the strategic plan, the goal is to review monthly with correct data and equipment. RRMFD is at the 98th percentile. mySidewalk app purchased for community to look at RRMFD information through website
4. Personnel
- Second EMT Academy (aka Zero to Hero; Green Academy) – taught at Santa Cruz County Regional. Twenty Cadets from Nogales Fire, Tubac Fire and RRMFD will receive PCC credits and EMT certification upon completion. Mike Burns and Malki Higuera are lead instructors. This academy will be followed by the Fire Academy. Long term goal of this program is to get the schools involved with public safety. Nogales Fire now has reserves and is looking at possible co-sharing of reserves from the academy.
 - Labor meeting – large concern is the HCR2004 (1/10 of a cent tax) which died; will attempt to reintroduce and get back in the system to be placed on the ballot. Approximate 1.8 million dollars for our District
5. COVID-19 Update:
- 3 calls of the 169 were COVID related. Currently have one operational individual out with COVID
- c. Fire Marshal Report
- NFIRS good through November 2021. Still working thru the issues between Mediview and er.com
 - COVID 19 NFIRS up to date through December 2021
 - Attended 5 webinar/trainings:
 - The Basic Fire Investigation Training scheduled for February 28, 2022 has been postponed
 - The Ring Training (Ring devices and Neighborhood Public Safety Service) was very informative. Public service announcements (weather alerts) can be distributed through this app
 - No Burn Permits issued this month
 - Five Plan Reviews/Inspections done
 - Received site plan review for a conditional use permit for 8 Bodega Drive for the fuel storage tankers. Meeting with County on Monday. Homeland Security is now looking into the situation as well
 - Six Fire Calls – Arrest made in the motor home fire
 - Public notice for Red Flag Advisory February 15th and wind advisory February 23rd
 - RRMFD will be participating in the Read Across America at Calabasas School March 1st, 3rd and 4th
 - Love's – 4 hydrants on all sides; moving along, groundbreaking taking place in about two weeks
- d. Fire Board Member Report
- Michael Carlson updated the Board regarding the PSPRS annual meeting; House Bill 2381 and reporting issues/requirements; PSPRS local board meeting tomorrow (February 24, 2022); modeler software in progress; allowing districts overpaid to pay less if funded at 100%, annual return 7%, outlook 5%. Budget committee to discuss funding (fully funded, overfunded)
- e. Financial Report
- i. Presentation of Financial Reports up to January 31, 2022
- Presented by Ana Holman

- Michael Carlson noted on the Capital Replacement, if the allocated funds for expenditures could be noted on the report to show the actual liquidity of the fund
- Michael Carlson inquired on the NSFD IGA Income of \$106,000 if this included the monies from the investment account. Ana Holman stated it did not and the NSFD Board voted to cancel and close the investment retirement account and transfer the money to the county warrant account. That account is not presented on the financial reports
- Ambulance billing less; however, hard to compare as 2021 was a high billing year.
- Previously reported to Board the outage with the billing system in November; we started billing for November and December and noticed the insurance companies were not paying for some of the calls; discovered the third-party company billing the insurance companies were not being paid. RRMFD has rebilled approximately 130 calls for payment. INS is holding invoices from September, October, and November (approximately \$140,000) but are paying the billings for 2022 Billing
- Michael Carlson suggested comparing values to 2019 as opposed to 2021 due to COVID
- Arizona Department of Health Services announced the current rate will be adjusted by 11.65%; application will need to be submitted April 2 and should take approximately 10 days to take effect. This adjustment will increase monthly billing by approximately \$20,000 and income by \$9,000

7. OLD BUSINESS

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

- No update currently. Committee has been unable to meet due to scheduling. City of Nogales has not officially filed anything; waiting on reports from the company they hired; Mayor Garino aware of who the individuals are pushing back against the annexation

8. NEW BUSINESS

a. Discussion and possible action re: Approval of financial reports for January 2022

- Motion to approve financial reports for January 2022 as presented by Ana made by Michael Carlson, second by Brad Beach
- Motion passed unanimously by verbal vote

b. Discussion and possible action re: PSPRS Local Board Chairman designation

- Michael Carlson requested that Dean Davis approve his continuation as the PSPRS Local Board Chairman
- Dean Davis appointed Michael Carlson to continue as PSPRS Local Board Chairman

c. Discussion and possible action re: Use of attorney Bill Whittington and the Law Firm of Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C. on an as needed basis as the Local PSPRS Board Attorney

- Chief Amezaga wanted the Board to be aware and Michael Carlson informed the Board this is a statutory requirement for the local PSPRS Board; there will be legal representation separate from the RRMFD Board attorney(s); fees will be paid by RRMFD; fees are very reasonable; Mr. Whittington is well versed in fire districts as he is the attorney for AFDA; don't foresee large expense although he will need to review the Model Uniform Rules for the local board.
- Motion to allow committee (Local PSPRS Board) to use Bill Whittington and the Law Firm of Boyle, Pecharich, Cline, Whittington & Stallings, P.L.L.C. on an as needed basis as the Local PSPRS Board Attorney made by Brad Beach, second by Michael Carlson
- Motion passed unanimously by verbal vote

d. Discussion and possible action re: Expansion of RRMFD CON Ambulance boundaries

- Maps of District boundaries including Tubac, Sonoita, Arivaca, Patagonia, Nogales Suburban and Nogales fire departments reviewed
- Tubac approached RRMFD regarding wanting to reduce some of their boundaries
- Discussion amongst Board included RRMFD already doing service in the area; change of personnel within Tubac may create issue; annexation by Nogales; concern for response times with increased area (area outside CON); CON would need to be rewritten with legal review; notification to areas with 35 minutes plus response time, don't foresee issues with Tubac (currently waiting on AZDHS rate increase).

- Motion to allow Chief Amezaga to move forward on the expansion of the RRMFD CON ambulance boundaries as presented made by Michael Carlson, second by Brad Beach
 - Motion passed unanimously by verbal vote
- e. Discussion and possible action re: Addition of “Trainee” classification and “CPR Instructor” classification to the current operational pay scale
- Chief Amezaga noted the Board approves pay scales. The trainees needed to be employees of the District to attend (32 hours); Board approval required to pay trainees and set minimum wage as trainee classification on current pay scale. Also requesting CPR Instructor be added to the pay scales at a rate of \$30.00/ hour for RRMFD personnel who will be instructing these classes on their time off (separate classification which would not affect overtime), approximately 4-5 hours per class, one class a month; fees to attend classes will be \$65.00
 - Motion to approve the addition of the Trainee classification and CPR Instructor classification to the current operational pay scale made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
- f. 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: 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)
 - ii. 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 pursuant to A.R.S. 38-431.03 for personnel matter made by Michael Carlson, second by Brad Beach.
 - Motion passed unanimously by verbal vote
 - Entered Executive Session at 6:55 p.m.
 - Returned from Executive Session at 7:35 p.m.
 - Motion to enter Regular Session made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
 - Dean Davis noted 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)
 - Michael Carlson moved that the District suspends the revised HR Policy with respect to COVID and for those individuals diagnosed with COVID after November 26th and have had at least one COVID vaccination and are within the time frames for the future additional COVID vaccinations as set forth by the CDC, that these individuals do not have to use sick days for the time off because of COVID. The HR Generalist along with Chief and other individuals, will rewrite this policy to deal with the issues, unintended consequences. The policies will be articulate, identify start times and any latitude in timing, and the Board will approve that either at the next meeting or at, if it can be done faster, at a remote special meeting and that we will publish that to the firefighters and the policy will give them time to understand the policy and begin the process and we will have an implementation date set forth. Second by Dean Davis
 - Motion passed unanimously by verbal vote

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting March 30, 2022 5:30 p.m.
 - Dean Davis noted a news report regarding a major fire department suggesting a good amount of cancer was a result of their turnouts; is there a concern. Chief Amezaga stated DC Urbanski and Nick Quiroga attended a workshop regarding this and DC Urbanski noted it is an issue and there is a concern. Additional new studies coming out; attacking it at full force; trying to get gear that is more protective to minimize risk; need update to SOG’s for decon procedures. Dean Davis said the surface applications to turnouts has some adverse effect. Without the barriers on turnouts, you would receive direct carcinogens

from the actual fire. Providing PPE for personnel, is there a liability to the District. Would like to have it researched and discussed at the next meeting. Currently looking at new gear with three vendors.

- Brad Beach suggested some form of recognition for Jose Orozco

9. ADJOURNMENT

- Motion to adjourn made by Michael Carlson, second by Brad Beach
- Motion passed unanimously by verbal vote
- Meeting adjourned at 7:44 p.m.

Dated this 30th day of March, 2022.

Rio Rico Medical & Fire District Elected Official

Michael Carlson,  Clerk of the Board

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