



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, October 26, 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 Michael Carlson at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

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

4. CALL TO THE PUBLIC

- None

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session of September 28, 2022.

- Motion to approve regular session of September 28, 2022 made by Brad Beach, second by Dora Urias
- Motion passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

a. Correspondence

- Letter received from John Stickler regarding how much they enjoyed the Pancake Breakfast
- Phone call received from Ms. Woods passing on her appreciation for the “guys and gals” of the fire department on their service and professionalism. She also stated she voted yes on 310.

b. Fire Chief's report

i. Emergency calls summary

- Total calls: 231 IFTS 97 EMS/911 54 MVAs 10 Fires 5 Cancelled 11
- Mutual Aid Given: 29 NFD 3 NSFD 18 Tubac 8

ii. Operational

1. Equipment, vehicle, station

- Not much to report
- Apparatus report from Frank Granados

2. Training

- Fire Trainings: Incident Safety Officer attended by DC Urbanski October 3rd – 5th
8 Step Hazardous Material October 6th, 7th & 13th
Fire & Rescue October 4th, 11th, 18th & 25th
Instructor 1041 Course October 17th – 21st
Blue Card Train the Trainer October 17th – 21st
Wiser Haz-Mat October 24th & 25th
- EMS Trainings: NREMT Recertification October 10th & 11th
Opioid Awareness/Narcan Administration/Safe Station Overview October 24th
Stroke, EMS & Tribal Summit October 28th
Treat & Refer In Person Training October 28th

3. Operations
 - Full-time hire candidate physical agility test October 18th
 - Full-time hiring interviews October 25th & 27th
 - Genesis Extrication in service for the crews October 24th
 - Bleachers from RRHS donated to RRMFD for the new training facility
4. Personnel
 - SCC Chief's Meeting October 12th
 - Ana Holman attended HR Symposium training in Mesa October 12th
- c. Fire Marshal Report
 - Trunk or Treat Monday the 31st 12-15 participants to date; one vendor selling hot dogs
 - NFIRS good through August 2022 changing to Image Trend from ER.com – December 1st
 - Attended 7 webinars, trainings
 - 2 Burn permits issued
 - 6 Plan reviews/inspections
 - 8 Fire Calls
 - Community Events: Calabasas Preschool came for a station tour – approximately 50 kids
 Nogales Public Safety “Night Out”
 MIKID Fall Festival
 Annual Pancake Breakfast Safety Day – approximately 600 attendees
 Upcoming Car Show at Garretts Shopping Center October 29th
 Upcoming RRMFD Trunk or Treat October 31st
 - Station 1 Clean up
- d. Fire Board Member Report
 - Brad Beach commented on the success of Nogales Bike Classic – BC Renteria was pace car for the 80 Mile race; community involvement – mine, schools, community members; Frank Granados noted RRMFD does all the logistics for the event and the Show Low Bike Club is using this event as their final Championship race.
- e. Financial Report
 - i. Presentation of Financial Reports up to September 30, 2022
 - Reports presented by Ana Holman
 - Expenses a bit higher due to financial Audit increase; train the trainer expense and overtime, now back in control.
 - Beach Fleischman has the final financial audit report to be presented during the November meeting. Option to have it presented remotely at no extra cost or in person for \$500.00. Feedback from Beach Fleischman has been positive. Consensus of Board is to have the audit presented remotely, record the presentation and post to the website
 - Donation received from Nogales Port of Entry Morale, Welfare and Recreation Association in the amount of \$250. for the toy drive

7. OLD BUSINESS

- a. None

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for September 2022.
 - Motion to approve financial reports of September 2022 made by Dora Urias, second by Frank Bejarano
 - 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 \$77,987.00
 - Ana Holman noted the amount budgeted was 8% which was not enough to cover the increase; due to claims made, incentive credit was not as large as in previous years.
 - Motion to approve renewal of property, equipment, auto, general liability and umbrella coverages with VFIS of Arizona for the amount of \$77,987.00 made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote

- Motion to approve renewal of property, equipment, auto, general liability and umbrella coverages with VFIS of Arizona for the amount of \$77,987.00 made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote
- c. Discussion, review and possible action re: Approval of updated Board Policy
- Ana Holman sent an email with link requesting review and input on the Board Policy
 - Received good feedback from Mr. Carlson proposing policy review every two years in six month interval per policy allowing ample time for review (two every year)
 - Tabled until next month for additional review
- d. Discussion and possible action re: Creation of Committee to review NSFD contract
- Chief Amezaga noted this is to start the committee process to determine if RRMFD should take over NSFD eliminating two boards and become one district
 - Michael Carlson volunteered for the committee and suggested we contact Dean Davis to see if he would like to be on the committee
 - Motion to create a committee to review the NSFD contract, Michael Carlson will represent the Board and also check with Mr. Davis to see if he would like to participate made by Michael Carlson
 - Motion passed unanimously by verbal vote
- e. Discussion and possible action re: Approval of the purchase of the Rosenbauer BEST (Battery Extinguishing System Technology) in the amount of \$32,480 (including tax) with RRMFD funds to be reimbursed with grant funding from ADEQ
- Frank Granados distributed information and discussed usage of the BEST. Meeting recently attended by Chief Amezaga and Fire Marshal Cluff regarding charging stations every 50 miles on the interstate. Also looking at making the Chief's next vehicle electrical. This would be the only unit in Arizona; would require all crew to be trained; bits can be used 2-3 times before replacing at a cost of \$300-\$400
 - Motion to approve the purchase of the Rosenbauer BEST in the amount of \$32,480 including tax with RRMFD funds from the capital reserve to be reimbursed with grant funding from ADEQ made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote
 - Frank Granados noted RRMFD had submitted for a grant for extrication equipment which was awarded. Training done on site. Have received the cutters, spreaders, power plant and extra hoses – unit will to into service within the next two weeks.
- f. Discussion and possible action re: Approval to pay recruit salaries for the upcoming Fire/EMT Academy from the contingency fund.
- Chief Amezaga noted retaining personnel has been challenging. Last year we lost 6 employees, brought in 8; only 1 of 4 full time replaced causing reduction in reserve count. Last year Cares Act and Az Workforce covered funding; however, this year funding is not fully available. This was not budgeted and funding will need to come from contingency fund; students will be requested to sign a 2 year contract with the District and reimburse expense if contract not fulfilled (contract to be reviewed by legal). The value of the academy, \$97,576.23, is approximately for 6 months; have some money remaining to cover 2022.
 - Motion to approve to pay recruit salaries for the upcoming Fire/EMT Academy from the contingency fund in the amount up to \$100,000 made by Brad Beach, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
- g. 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 Executive Session is to remain within Executive Sssion.
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 enter executive session made by Dora Urias, second by Brad Beach

- Motion passed unanimously by verbal vote
- Entered Executive Session at 6:45 p.m.
- Returned from Executive Session at 7:18 p.m.
- Michael Carlson restated Note i. and ii. regarding Executive Session
- No action taken regarding Executive Session

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting November 30, 2022 5:30 p.m.
- b. Update on Strategic Plan
- c. Going green – solar panels
- d. CDC guidelines on COVID
- e. Board policy

10. ADJOURNMENT

- Motion to adjourn made by Dora Urias, second by Brad Beach
- Meeting adjourned at 7:23 p.m.

Dated this 30th day of November, 2022.

Rio Rico Medical & Fire District Elected Official

Michael Carlson,  Clerk of the Board