



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, July 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 being recorded
- Meeting was called to order by Dora Urias at 5:30 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF BOARD MEMBERS

- Present: Brad Beach, Michael Carlson, Hank Thysell and Dora Urias
- Absent: Frank Bejarano

### 4. CALL TO THE PUBLIC

- Louie Chaboya noted cert training for SCC will take place during October at Station 2

### 5. CONSENT AGENDA

#### a. Approval of minutes

##### i. Regular Session of June 26, 2024 and Special Session of June 28, 2024

- Motion to approve Regular Session minutes of June 26<sup>th</sup> ad Special Session minutes of June 28, 2024 made by Hank Thysell, second by Brad Beach
- Motion passed unanimously by verbal vote

### 6. REPORTS AND CORRESPONDENCE:

#### a. Correspondence

- Letter received from Yadelle Felix thanking RRMFD for her two angels, Don Redman and Adriane Demotica, who transported her May 31, 2024

#### b. Badge Pinning

- Postponing due to issue with badge

#### c. Fire Chief's Report

- Report presented by Deputy Chief Urbanski. 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

#### d. Fire Marshal Report

- Report presented by Deputy Chief Urbanski. Copy of report on file and posted on the District website

e. Fire Board Member

- Michael Carlson has been reviewing credit card statements, usage, documentation and discrepancies and has not observed any expense that is inappropriate; however, he has yet to determine if all expenditures were necessary. Feedback given to Chief Amezaga and Ana Holman.
- Brad Beach noted the conference and training were great. Tubac beat RRMFD at axe throwing and the ping pong game. Presentation from the Yarnell Fire “End of the Slide Show” – step by step of what happened and what he wasn’t trained for – went from a search and rescue mission to a recovery mission with no protocol to follow. Scenarios which there was no training for; Murphy’s Law; after action reports. Additional presentation “The Boyd Fire Out of LA” – in wildland different communication style, this fire was structural and evacuation order was given but not moving fast enough. Similar to the Yarnell Fire – no training for specific scenario, Murphy’s Law, after action, use of “code” word. Concerns with our area due to tankers and underground mine – hazmat and underground rescue preparation.
- Hank Thysell noted there was a great deal of information given out, learned about his responsibilities and thanked Chief Amezaga and his staff for doing a great job

f. Financial Report

i. Presentation of Financial Reports up to June 2024

- Financial reports presented by Ana Holman. End of fiscal year report; tax collection for RRMFD 98% and NSFD 93.5%. NSFD received \$17,000 from the CARES Act refund
- Election timeline: Ana Holman has contacted the county regarding running an election; has not heard back from the County but at this point believes there is no one else running so no election would be required
- Financial Audit preliminary visit August 9<sup>th</sup>; field work will take place during the week of September 23, 2024, Board Chair will be contacted by the auditors
- RRMFD has been awarded a mental health screening grant through Securis (has a matching 10%)
- Ana Holman has been contacted regarding AFG grant for firetruck requesting additional information/verification-grant writer indicated this was a good indication of grant approval
- Requested a follow up meeting with County officials to discuss next steps regarding county financial affairs
- Ana Holman ran a quick review of year end funds with an approximate amount of \$500,000 to be transferred to the Contingency Fund/Capital Replacement

7. OLD BUSINESS

- a. Discussion, review and possible action: Steps for prior years of service in the fire service up to ten years at the Chief’s discretion
- i. This is a continuation of previous discussion related to steps for prior years of service in the fire service up to ten years at the Chief’s discretion
- Chief Amezaga spoke with legal – nothing in writing that RRMFD is required to follow; would be a case by case basis as there are too many factors that come into play (years of experience, education, District needs) but would be at the Chief’s discretion. Board can set parameters and put in writing, adopt and put into policy
  - Board discussed school hiring – max of ten years; signing bonus; needs; recruitment – subjective/objective; needs of today but three years from now no need, no incentive. Document with prior years of service and without prior years of service.
  - Chief Amezaga will work on a procedure and send out for review for Board to perfect and

- Brad Beach noted the schools will be meeting with the County next week for update and have been asked not to file a claim against the county. Suggested contacting attorney for advice moving forward.
  - Michael Carlson noted no information is being provided regarding where the funds came out of (tax revenue??), minimal amount (fraction of cents) of interest return on our funds, no information being given. Suggests having attorney write a letter to the county requesting a response, involvement with supervisors (fiscal management responsibility) address at public forum (Board meeting call to the public)
  - Chief Amezaga asked Brad Beach to contact Rudy Molera
- e. Discussion and possible action re: Approval for Rescue Me Wellness yearly physicals and care visits for one year in the amount of \$31,968.00 (\$999 for 32 employees)
- Prior occupational and physical provider, 10-4, went out of business. Researched for possible replacements with Rescue Me Wellness being the most recommended. Fee is an annual fee (July 1<sup>st</sup> through June 30<sup>th</sup>) per employee (\$999) which is all inclusive – physicals, primary care, return to work, immunizations, etc. and fee is paid in lump sum. Credit will be given if number of employees is reduced or charged for additional employees. Prior provider charged less but services provided were not as inclusive as those with Rescue Me Wellness
  - Motion to approve Rescue Me Wellness yearly physicals and care visits for one year in the amount of \$31,968.00 made by Brad Beach, second by Michael Carlson
  - Motion passed unanimously by verbal vote

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting August 28, 2024 5:30 p.m.
- September Board meeting possible date change due to audit

10. ADJOURNMENT

- Meeting adjourned at 6:55 p.m. by Dora Urias

Dated this 28<sup>TH</sup> day of AUGUST, 2024.

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

Hank Thysell,  Clerk of the Board

adopt when completed

- b. Discussion, review and possible action re: Approval of Impact Statement on River Road Annexation of certain properties within Santa Cruz County and adjacent to the southeastern boundaries of the RRMFD
  - i. This is a continuation of previous discussion related to the River Road Annexation of certain properties within Santa Cruz County and adjacent to the southeastern boundaries of the RRMFD
    - Louie Chaboya reviewed the Impact Statement (basic information and requirements for Annexation) which will need to be approved by the RRMFD Board. Following approval, the Impact Statement will be taken to the Board of Supervisors for review; a public hearing meeting will be set up for at least 20 days from today which allows the Board of Supervisors time to review the statement and making any comments for the public hearing. Notice of Public Hearing will be placed on River Road; letters will be sent to property owners; following Public Hearing Meeting, presentation and question and answer session and the Board agrees, collection of signatures will begin. Non attendees will be sent a synopsis of the Public Hearing. Required number of signatures is 20.
    - Motion to approve Impact Statement on River Road Annexation of certain properties within Santa Cruz County and adjacent to the southeastern boundaries of the RRMFD made by Brad Beach, second by Michael Carlson
    - Motion passed unanimously by verbal vote
    - Chief Amezaga noted Board members will need to be present at public hearing

## 8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for June 2024.
  - Motion to approve financial reports for June 2024 which also incorporates the full year numbers as well made by Michael Carlson, second by Hank Thysell
  - Motion passed unanimously by verbal vote
- b. Discussion and possible action re: Adoption of the revised RRMFD Non-Criminal Justice Policy
  - Ana Holman noted the policy was shared a couple months ago with Board members for review. There are no changes to the policy.
  - Motion to approve the revised RRMFD Non-Criminal Justice Policy made by Brad Beach, second by Michael Carlson
  - Motion passed unanimously by verbal vote
- c. Discussion and possible action re: Purchase of PPE for operational personnel
  - Chief Amezaga noted he and DC Urbanski are looking for the best value for gear, \$17,342.71 with a variance.
  - Motion Chief Amezaga and Deputy Chief Urbanski can continue the process to identify and purchase PPE for operational personnel for an amount not to exceed \$18,000 made by Michael Carlson, second by Brad Beach
  - Motion passed unanimously by verbal vote
- d. Discussion, update and possible action re: County Treasurer investigation and situation
  - Chief Amezaga noted it is a continued fiasco at the county. Email sent requesting a meeting due to additional information being released - \$40 million with school districts taking the biggest hit at 72% leaving 28% which includes Fire Districts. No specific amount given; process moving forward; time element involved; will money be recovered (resources for recovery).