



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District
held on January 27, 2021, Station #3, 822 Pendleton Dr., Rio Rico, AZ

To comply with 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 5:31 p.m.
2. Pledge of Allegiance
3. Call to the Public
 - None
4. Roll call for board members
 - Present remotely: Brad Beach, Frank Bejarano, Michael Carlson and Dora Urias
 - Dean Davis joined remotely at the Fire Chief's report
5. Approval of minutes for the Special District Meeting Executive Session held on November 24th, 2020
 - Motion to approve the minutes of the Special District Meeting Executive Session held on November 24th, 2020 made by Michael Carlson, second by Brad Beach
 - Motion passed unanimously by verbal vote
6. Approval of minutes for the District Meeting held on December 22nd, 2020
 - Motion to approve the minutes of the District Meeting held on December 22, 2020 made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
7. Fire Chief's Reports and Staff Reports:
 - a. Call Summary
 - Total Calls: 233 IFTs 114 911s 68 Fires 1 Other 50
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - Apparatus report submitted by Frank Granados
 - Engine 523 – has been delayed due electrical system has been the problem; harness being installed and all electrical issues will be tested prior to truck being returned to district
 - ii. Training
 - BUMC EMS trainings – now on power point presentations with completion questions sent to Banner UMC
 - Minimum Company trainings - Captains will be doing trainings quarterly with individual shift trainings set for Tuesdays
 - Probationary training and testing ongoing – all personnel are on track
 - iii. Personnel
 - Chris Cruz has been certified as an Engine Boss for wildland; Brett Moffitt has been approved by the Red Card Committee and will begin his process to become a certified Engine Boss.
 - RRMFD Fire Officer Book has been published. Fire Officer has 21 students enrolled - 9 from RRMFD, 7 from Nogales Fire and 5 from Tubac Fire. Program runs February 9th through April 29th. Cost of program is \$170.00 for the book which can be refunded if the book is returned in good usable condition.



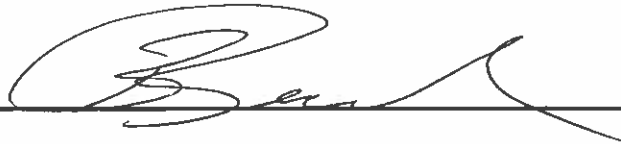
- Labor and management talks ongoing
 - iv. COVID-19 Update
 - All administrative personnel are well and back at work; one firefighter is out with COVID
 - Moderna vaccinations received – Second round of doses now being given
 - Personnel vaccinated and those with antibodies due to having COVID gives RRMFD and 85% herd immunity
 - Transports are present, but stable
 - Concerns - the new strain of the virus and higher chance of spread and number of vaccines available
 - c. Fire Marshal
 - i. Inspections and Plans
 - Uploaded 599 NFIRS reports for November and December including pending COVID results
 - Participated in 6 webinars/training events
 - One burn permit issued
 - Processed 5 plan reviews and inspections
 - One fire call – grass fire on S. River Rd.
 - ii. Community Events
 - Food Distribution Event – teamed with the Rio Rico Rotary and the Rio Rico Community Center 200 boxes of food were given to 25 seniors and 75 families
- 8. Administrative Report:
 - a. Presentation of monthly Financial Reports up to December 31st, 2020
 - Monthly financial reports presented by Ana Holman
 - Good month for ambulance fees – 20% increase in transports; 55% increase in mileage
 - \$23,000 received from the CARES Act
 - Personnel cost increased due to mandatory OT implementation during December
 - Interest income declined – investment of funds must be done within the county
- 9. Old Business:
 - a. Update, discussion and possible action for the NSFD IGA
 - IGA sent to the Board for review; committee has done their homework, reviewed financials and IGA and the district attorney has reviewed as well. Minimal changes noted on IGA – EMT in lieu of paramedic; dates; Chief Amezaga is the RRMFD Chief and RRMFD is managing NSFD.
 - Board members reiterated at no time will RRMFD monies be used for NSFD regular operations; major expense would require Board approval; funds will be transferred from NSFD at onset of IGA with 95% of monthly revenue deposited once or twice a month and remaining 5% utilized by NSFD for financial audit, equipment lease and insurance purposes. Largest expense will be personnel. Looking to hire between 9-12 employees as reserves; will have one brown out day a month to reduce expense.
 - NSFD projected revenue and expenditure summary presented by Ana Holman. Recommends IGA continue through June, 2024 (fiscal year). Lease agreements end August, 2023
 - Chief Amezaga requested to set a date to meet with the NSFD Board to ratify the IGA to make it official. If the Board should decide to move forward, RRMFD cannot officially take over until personnel has been hired, sometime in March, and have a transition period to work with NSFD and have stations ready for personnel.
 - Motion to approve the IGA with the NSFD as it has been presented today, associated with that is the financials we have also seen today and with those items we have discussed; second by Dora Urias
 - Motion passed unanimously by verbal vote.
 - Chief Amezaga will work with NSFD to set a date for the two boards to meet
 - 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 requested this item be tabled until the February meeting
- 10. New Business:
 - a. Discussion and possible action to approve December 31st, 2020 monthly financial reports
 - Motion to approve the December 31st, 2020 monthly financial reports made by Michael Carlson, second by Dora Urias



- Motion passed unanimously by verbal vote
 - b. Discussion and possible action to appoint new Fire Board Chairman or his designee as the PSPRS Board Chairman
 - Frank Bejarano requested Michael Carlson continue as the PSPRS Local Board Chairman
 - c. Discussion regarding Chief Amezaga's upcoming evaluation
 - Michael Carlson brought this to the agenda as he would like to have the Chief's evaluation and adjustment align with the contract anniversary date
 - Frank Bejarano asked Chief Amezaga for highlights and progress during the year; trainings attended, educational goals and areas where he has gone above and beyond.
 - Chief Amezaga requested he be rated for his performance and not be compared to other chiefs/departments
 - Eva Barreda will send evaluation forms to the Board members
 - Michael Carlson suggested the Chief and the Board sit down and set achievable, measurable goals for future evaluations
11. Upcoming meeting discussion:
a. Monthly Board Meeting – February 24, 2021
12. Adjournment:
• Motion to adjourn made by Brad Beach, second by Michael Carlson
• Motion passed unanimously by verbal vote
• Meeting adjourned at 7:05 p.m.

Dated this 15 **day of** March **, 2021.**

Rio Rico Medical & Fire District Elected Official

Brad Beach,  **Clerk of the Board**

