



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District
held on November 24th, 2020, 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 Michael Carlson at 5:36
2. Pledge of Allegiance
 - Dispensed with – done at earlier meeting
3. Call to the Public
 - None
4. Roll call for board members
 - Present remotely: Brad Beach, Frank Bejarano, Michael Carlson and Dean Davis
 - Absent: Mike Vohland
5. Approval of minutes for the Special District Meeting held on October 20th, 2020
 - Motion to approve minutes of the Special District Meeting held October 20, 2020 made by Brad Beach, second by Dean Davis
 - Motion approved by Brad Beach, Dean Davis and Michael Carlson
6. Approval of minutes for the District Meeting held on October 27th, 2020
 - Motion to approve minutes of the District Meeting held on October 27, 2020 made by Dean Davis, second by Brad Beach
 - Motion approved unanimously by verbal vote
7. Fire Chief's Reports and Staff Reports:
 - a. Call Summary:
 - Total calls: 228 911's 31 IFT's 114 Fires 7 Others 37
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - T521 back in district
 - Engine 523 in Phoenix; cracked frame and electrical work
 - PM527 and PM533 – Passed AZDHS Ambulance Inspection
 - ii. Training
 - BUMC Distance EMS Trainings – alternating Fridays
 - Target Solutions Trainings
 - Minimum Company Trainings
 - Probationary Training and Testing ongoing
 - PSTRax system trainings for all shifts
 - iii. Personnel
 - Daniel Acedo, Zach Alvarez and Mike Fielder completed the 200 hour Hazmat Tech course
 - J R Manriquez will complete the Hazmat Tech course in December
 - Reserve Luis Saenz hired to full time position November 15, 2020
 - iv. COVID-19 Update
 - One person out due to COVID 19
 - Increase in COVID 19 transports and 911 related calls – more transports to Phoenix

- US is seeing a major increase in COVID 19 cases; Santa Cruz County reporting increases as well
 - Admin staff working off setting schedules to minimize staff in the office at the same time
 - Personal protective measures still in place
 - Coronavirus vaccine set to be released in December with Mariposa Clinic being a distribution point. Chief Amezaga and Frank Bejarano will be receiving the vaccine.
 - \$10,000 grant received for the purchase of PAPR respiratory devices; protection for the fire fighters dealing with COVID 19 patients. Additional \$50,000 possibly available.
- c. Chief and Labor Discussions
- Spoke with Union President, Mike Fielder, discussed purchase of Fire Trucks and the Leadership class scheduled to begin in January.
- d. Fire Marshal
- i. Inspections and Plans
 - 256 NFIRS reports from October uploaded – pending 17 COVID 19 positive/negative results
 - Attended 5 webinars/training seminars
 - One burn permit issued
 - 5 Inspections and 2 plan reviews
 - West Frontage Road Pre-plans
 - 2018 International Fire Code amendments completed; Chief Amezaga to review prior to being sent to the Arizona State Fire Marshal's Office for approval. Following state approval, RRMFD Board approval required to become effective January 1, 2021
 - 5 Fire calls and 2 HazMat calls
 - ii. Community Events
 - Collecting food and toys to give to local charities (deadline December 12th)
 - Participating in the Turtle Program (deadline December 4th)
8. Administrative Report:
- a. Presentation of monthly Financial Reports up to October 31st, 2020
 - Presented by Ana Holman
 - Tax revenue payments delayed by County due to shortage of personnel
 - b. Discussion to schedule BeachFleischman Final Audit presentation
 - BeachFleischman was not available to present the final audit at this meeting and requested to present in December; however, numerous reports are required to be filed by year end. With the Board meeting presently scheduled for December 29th, presentation at that time will not allow sufficient time for compilation and submission of reports. Requesting a different date for the December Board meeting or a special meeting for presentation by BeachFleischman. December 22nd chosen by Board.
9. Old Business:
- a. Update, discussion and possible action for the NSFD IGA
 - Chief Amezaga stated no action to be taken at this time. Committee has met, information being gathered (financial, staffing, equipment, facility); reviewing draft version of an IGA.
 - Mike Vohland will need to be replaced on the IGA committee due his term ending. Dean Davis volunteered to be on the committee.
 - b. Update and discussion regarding maintenance of the Rio Rico Properties masonry sign at Station 1
 - Chief Amezaga assigned Fire Marshal Cluff this task – waiting on quotes from contractors. Will be removed as an agenda item and included in the Fire Chief's report in the future.
 - c. Update, discussion and possible action regarding the purchase of a Type 1 and Type 3 fire trucks
 - Currently E524, Type 1, reserve truck being used as RRMFD's frontline truck. Not compliant with NFPA. Safety of personnel and liability of concern.
 - Engine 520, Type 3, has served the District well. Has had extensive work done over the past two years and is the main source of bringing in additional monies through wild land assignments.
 - Chief Amezaga is recommending replacement of E524 through the Assistance to Fire Fighters Grant (AFG) which has a 5% matching cost; keeping E520 as a reserve truck for use within the District and on wild land assignments as a secondary call out vehicle, continuing to generate revenue and help pay down the cost of purchasing a new Type 3 unit.

- Replacement cost information and recommendations by Chief Amezaga include:
 - RRMFD has a capital fund with over 1 million in the account used to replace aging apparatus and purchase capital equipment for the Fire District
 - Purchase of the Type 1 and Type 3 fire engines would be paid out of the capital fund
 - Type 1 would only be purchased if RRMFD was awarded funds through the AFG award with a 5% match of the purchase price. Current cost ranges from \$485,000 to \$630,000
 - Type 3 fire engine would be lease financed with an initial down payment of 50% of the cost and finance over the next 3 to 5 years with the option to pay off earlier. Payments would come from wild land revenue paid through the capital fund (wild land revenue projection for this year is \$150,000). Current cost ranges from \$385,000 to \$400,000 with group purchasing (Green Valley Fire District and Drexel Fire District)
- Dean Davis thanked Frank Granados for doing a great job on the maintenance of the District equipment. Glad we have him
- Michael Carlson motioned that we direct the Chief to move forward with working on the grant in order to purchase a new Type 1 engine and we will discuss that once the grant has been put together; immediately allow the Chief to work with Green Valley and Drexel for a group purchasing agreement to acquire a new Type 3 engine of a purchase price not to exceed \$440,000. Second by Dean Davis.
- Motion passed unanimously by verbal vote

10. New Business:

- a. Discussion and possible action to approve October 31st, 2020 monthly financial reports
 - Motion to approve the October 31, 2020 monthly financial reports made by Frank Bejarano, second by Dean Davis
 - Motion passed unanimously by verbal vote
- b. Discussion and possible action to appoint Dean Davis to fill vacant Board position
 - Motion to appoint Dean Davis for the full term of the role of Board member for the Rio Rico Medical and Fire District, second by Brad Beach
 - Motion passed unanimously by verbal vote
 - Frank Bejarano noted his computer was running out of battery in case he were to drop from the session
- c. Introduction and Oath of Office of newly appointed Board members
 - Oath of Office administered by Michael Carlson for Dora Urias and Dean Davis
 - Dora Urias welcomed and Dean Davis welcomed back to the Board
- d. Statutory training December 10, 2020 in Tucson
 - Dora Urias, Dean Davis, Ana Holman and Eva Barreda attending
- e. Discussion and possible action to approve signor to replace Mike Vohland for County Warrant District Bank Accounts
 - Michael Carlson volunteered and Board members agreed
- f. Discussion and possible action to approve repairs to E523 up to an amount of \$25,353.16
 - Cracked frame with second crack on arrival for repair; electrical issues due to incorrect type of wiring Warranty for all work to be done – Unit will last 20 years
 - Motion to approve repairs to E523 up to an amount of \$25,354 made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
- g. Discussion and possible action to authorize Chief Amezaga to sign the IGA for Dispatch and Communications between Santa Cruz County Sheriff's Office and Tubac Fire District, Sonoita-Elgin Fire District, Nogales Suburban Fire District, Patagonia Volunteer Fire and Rescue and Rio Rico Medical and Fire District.
 - Jeff Matura, District attorney, reviewed with Tubac Fire attorney and changes/amendments made with authorization to move forward
 - This agreement will need to be presented to Sheriff David Hathaway for approval. Upon approval, the Board will be requested to approve Quote and Purchase Addendum in the amount of \$45,578.95 of which 50%, \$22,789.47, will be RRMFD's portion which is already in the budget.
 - Motion to approve agreement for dispatch with Santa Cruz County and Tubac Fire District, Sonoita-Elgin Fire District, Nogales Suburban Fire District. Patagonia Volunteer Fire and Rescue and Rio Rico Medical and Fire District made by Dean Davis, second by Brad Beach

- Frank Bejarano has removed himself from the meeting
 - Motion passed unanimously by verbal vote of remaining Board members, Brad Beach, Michael Carlson and Dean Davis
- h. Discussion and possible action to authorize Chief Amezaga to enter into an agreement with James F. Grasham, Grant Consultant, to prepare and submit grant applications as needed.
- Would utilize his services in regards to purchasing a Type 1 truck and any future grants.
 - Rate \$50/hour not to exceed \$1500 per grant. Frank Granados stated Mr. Grasham also mentioned he would be willing to do some pro bono grants, ie Fire House Subs and Gary Sinise grants, just to help RRMFD out
 - Michael Carlson motions to authorize Chief Amezaga to enter into the agreement with James F. Grasham, Grant Consultant, to prepare and submit grant applications as needed, second by Dean Davis
 - Motion passed unanimously by verbal vote of remaining Board members, Brad Beach, Michael Carlson and Dean Davis

11. Upcoming meeting discussion:

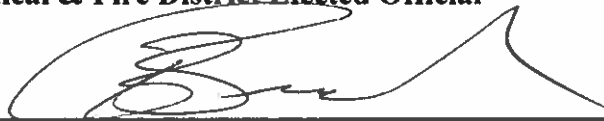
- a. Monthly Board Meeting – December 29th, 2020
- Date changed to Tuesday, December 22nd, 2020 at 5:30 p.m. as discussed earlier
 - Board of Directors officer elections will be held at December meeting
 - Permanent change to scheduled meeting day (Last Tuesday of the month) due to scheduling conflict

12. Adjournment:

- Motion to adjourn made by Dean Davis, second by Brad Beach
- Motion passed unanimously by verbal vote of remaining Board members, Brad Beach, Michael Carlson and Dean Davis
- Adjourned at 7:08 p.m.
- Happy and safe Thanksgiving

Dated this 28 day of January, 2021.

Rio Rico Medical & Fire District Elected Official



Clerk of the Board

Brad Beach