



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District
Held remotely on May 26th, 2020 to comply with the Governor's social distancing guidelines.
This meeting was closed to the public

1. Call meeting to order.
 - Meeting called to order by Michael Carlson at 5:47 p.m.
2. Pledge of Allegiance.
 - Request to not dispense Pledge of Allegiance due to Memorial Day Holiday
3. Call to the Public
 - None
4. Roll call for board members
 - Present remotely: Michael Carlson, Brad Beach, Frank Bejarano and Mike Vohland
 - Present telephonically: Dean Davis
5. Approval of minutes for the District Meeting held on April 28th, 2020
 - Motion to approve minutes of the District Meeting held April 28th, 2020 made by Mike Vohland, second by Brad Beach
 - Motion passed unanimously by verbal vote
6. Approval of minutes for the Executive Session held February 25th, 2020 – individually read and approved in writing by all Board members
 - Motion to approve minutes of the Executive Session held February 25th, 2020 made by Mike Vohland, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
7. Fire Chief's Reports and Staff Reports:
 - a. Call Summary
 - Total calls: 180 911 39 IFT 99 Fire 4 Others 38
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - Ford Transit ambulances at paint shop prepped for painting. Will need striping and radios. Should be completed the first week of June
 - Tender 523 being painted
 - The color red has changed the look of the Department. All vehicles being kept by RRMFD will be red. White vehicles will be phased out
 - Power Load Gurney installations delayed. Stryker and Frank Granados working to get them installed in June.
 - Radios through the Regional Radio Grant have arrived-48 handheld, 20 mobile and 5 base station. Crews receiving in service for use; handhelds distributed by end of May, remaining units completed by end of June
 - ii. Training
 - Online: EMS trainings every Friday with BUMC
Target Solutions
 - Hands On: Captains Choice
Probationary Firefighter training
 - June Trainings: Hydrant and tender operations
 - iii. Personnel
 - no update

- iv. COVID-19 Update
 - Santa Cruz County is 2nd highest COVID count per testing in state-16% tested are coming back positive. 2nd to Navajo County. Current case count 187
 - Complying with CDC guidelines; wear masks in public when on duty and utilize social distancing
 - Administration – until things improve, as long as we are productive, will continue working from home
 - Change in collection of data to better track COVID transports; ePCR system in place to track providers who may become COVID affected; 13 PUI of COVID 19 and 2 confirmed COVID 19 transports
 - Additional equipment ordered: Half respirator reusable masks allowing additional protection; Stryker emergency relief patient covers for the gurneys
 - Michael Carlson inquired about county government interaction for proactivity regarding COVID19. County building open by appointment only. Ray Sayre, County Emergency Management, can make recommendations. Frank Granados recommended RRMFD practices taking temps; practice social distancing, answering questions be implemented – causing some resistance at county level.
 - c. Chief and Labor Discussions
 - Spoke with President Fielder – continued good relationship; looking at promoting and having labor involved in the future of the District. COVID19 has caused some bumps in the road
 - EMS Week May 17th through 23rd - Charisma Catering, HCH brought in food and snacks; each shift given money for a meal
 - d. Fire Marshal
 - i. Inspections and Plan
 - NFIRS for April uploaded
 - 6 Inspections
 - 1 Brush Fire investigation - behind Bracker Elementary, 2.3 acres
 - Semi Trailer Fire – started in the reefer unit
 - State & Federal Land have fire restrictions in place. Burn Permits can still be issued, weather permitting (wind speed exceeds 15 mph, no burning allowed)
 - 1 Burn permit issued
 - 2 Plan Reviews
 - Participated in 7 webinars
 - Numerous pre-plans done for First Due – Mike Vohland acknowledged the importance of this information
 - ii. Community Events
 - Congratulated 2020 Senior Class at their parade
8. Administrative Report:
- a. Presentation of monthly Financial Reports up to April 30th, 2020
 - Presented by Ana Holman
 - Billing is down roughly \$200k from last year but have collected more than last year - hoping to meet budget by FYE; tax revenue came in earlier than expected (will affect next month value)
 - Michael Carlson inquired, given the shortfall in billing revenues have we deferred any expenses. Personnel – not spending on overtime, not cutting expenses, saving effectively
 - Caught up on equipment expenses; training expense is less; PPE has been ordered for new employees
 - County has been instructed to make payment from the debt service account
9. Old Business:
- a. Update, discussion and possible action regarding Worker's Compensation Insurance one time capitalization payment, participation agreement and resolution
 - Michael Carlson - Discussed one time capitalization payment in lump sum or split over 4 years. Budget committee recommends paying in one lump sum as we have the capital to fund the payment and paying up front will allow District to earn interest on funds (unknown percentage at this time)
 - Dean Davis asked if making installment payments, would we have to pay interest. No interest charged

- Motion to pay workers' compensation insurance one time capitalization payment of \$53,090 to participate in the agreement and resolution made by Mike Vohland, second by Dean Davis
 - Motion passed with four ayes, Brad Beach, Dean Davis, Mike Vohland and Michael Carlson. Frank Bejarano was not present at time of vote
 - Resolution needs to be signed and submitted to the pool before June 1, 2020 – Ana will email for electronic signature and will be available in office Thursday for physical signature.
- b. Update and discussion regarding RRMFD & NSFD Merger/Consolidation
- Chief Amezaga updated the Board – John Flynn requested financial information from 2016 to the present, employee count and run numbers working toward supplying the information. Phil Damon of NSFD, submitted financial information as well and Chief Parra is working on additional requested information.
- c. Discussion and possible action to approve Chief Amezaga's annual evaluation.
- i. Note: Executive sessions are confidential pursuant A.R.S. section 38-431.03(C)
 - ii. Note: No action is taken during an executive session. Any action taken by the Board will take place during an open meeting
 - Michael Carlson stated Chief Amezaga's evaluation was presented during Executive Session and he was rated Above Standard+
 - Motion to approve Chief Amezaga's evaluation made by Frank Bejarano, second by Mike Vohland
 - Motion passed unanimously by verbal vote
10. New Business:
- a. Discussion and possible action to approve April 30th, 2020 monthly financial reports.
 - Motion to approve April 30th, 2020 monthly financial reports as presented made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
 - b. Presentation of the 2020-2021 Budget Proposal by Ana Holman with discussion and possible action to approve publication of the budget proposal as presented.
 - Frank Bejarano, Michael Carlson, Chief Amezaga and Ana Holman were the committee. Ana thanked the members and their commitment
 - Most items requested by Captains were approved
 - Not proposing an increase in tax rate - will remain at 3.099
 - FDA Tax value \$129,017
 - Billing revenue less that last year due to COVID
 - Budget proposal needs to be posted for 20 days for the public to view
 - Motion to approve the 2020-2021 Budget Proposal as presented made by Brad Beach, second by Mike Vohland
 - Motion passed unanimously by verbal vote
 - c. Update, discussion and possible action to approve a resolution for call of elections for vacancies on the Fire Board
 - Timeline for elections calls for a resolution to the SCC Board of Supervisors by June 8, 2020
 - Motion to approve resolution for call of elections for vacancies (Dean Davis and Mike Vohland) on the Fire Board made by Mike Vohland, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
 - Resolution needs to be signed and submitted by June 1, 2020 – Ana will email for electronic signature and will be available in office Thursday for physical signature.
 - d. Discussion and possible action to approve the City of Tucson Co-op Agreement
 - Deputy Chief Johnson recently switched the ordering of pharmaceuticals for the ambulances from Guardian to Life Assist. Life Assist works with the City of Tucson that acts as a co-op which allows us to purchase ems supplies and medications at a consolidated rate. It is a basic agreement that says we will pay for what we purchase. There is no cost to join. Numerous departments in Tucson are utilizing this governmental co-op as well. This has been reviewed by legal, is a valid agreement and will benefit the District

- Motion to approve the City of Tucson Co-op Agreement made by Mike Vohland, second by Dean Davis
 - Motion passed unanimously by verbal vote
 - e. Discussion and possible action to approve amended Board Policies and Procedures
 - Mike Vohland stated he has not had time to go over the Board Policies and Procedures and would like to table this item. Frank Bejarano and Dean Davis have not read completely as well
 - Item tabled
 - Michael Carlson made mention there is a strike out on page 17, section 9 item 2 word “and” which needs to be corrected.
11. Upcoming meeting discussion:
- a. Monthly Board Meeting – June 30th, 2020
 - Quorum required to approve budget by July 1st
 - Michael Carlson, Dean Davis and Mike Vohland are available; Brad Beach is questionable and Frank Bejarano is unavailable
12. Adjournment:
- Motion to adjourn made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
 - Meeting adjourned at 7:10 p.m..

Dated this 7 day of July, 2020.

Rio Rico Medical & Fire District Elected Official

Mike Vohland, Mike Vohland Clerk of the Board