



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District
held on June 30th, 2020 at 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 called to order by Michael Carlson at 5:31 p.m.
 - Meeting being recorded
2. Pledge of Allegiance.
 - Dispensed with Pledge due to remote meeting
3. Call to the Public
 - None
4. Roll call for board members
 - Present remotely: Michael Carlson and Mike Vohland. Brad Beach joined the meeting at 5:45 p.m.
 - Present telephonically: Dean Davis
 - Absent: Frank Bejarano
5. Approval of minutes for the Special District Meeting held on June 17th, 2020
 - Motion to approve the minutes of the Special District Meeting held on June 17th, 2020 made by Mike Vohland, second by Dean Davis
 - Motion passed unanimously by verbal vote
6. Approval of minutes for the District Meeting held on May 26th, 2020
 - Motion to approve the minutes of the District Meeting held on May 26th, 2020 made by Dean Davis, second by Mike Vohland
 - Motion passed unanimously by verbal vote
7. Approval of minutes for the Executive Session held on May 26th, 2020 – individually read and approved in writing by all Board Members
 - Tabled not reviewed by majority of board members
 - Need to establish electronic steps to be taken for review of Executive Session minutes and signatures
8. Fire Chief's Reports and Staff Reports:
 - a. Call Summary
 - Total calls: 285 (increased almost 100 calls from last month)
 - 911's 88 IFT's 152 Fires 8 Others 37
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - Engine 520 – Chose the Reviva engine -new motor to be shipped July 2, 2020
 - One Ford Transit Ambulance is at the Wilmot prison for striping. Once striped, the radio will be installed, supplies will be stocked and the AZDHS will do the inspection
 - Tender 523 back in service and ready for use
 - Tender 521 next to be painted, striped and decaled
 - Station 3 Administration kitchenette remodeled – thank you Ana for a great job overseeing this project
 - ii. Training
 - BUMC Distance EMS Trainings every Friday
 - Target Solutions online training

- Captain's Choice trainings
- Probationary training and testing
- iii. Personnel
- iv. COVID-19 Update
 - Santa Cruz County has the highest per capita rate of patients confirmed with COVID19
 - 1771 cases with 22 deaths
 - Administration staff office hours and days split to reduce the amount of personnel in the office area at one time
 - Increase in COVID19 positive patients, possible patients and transports
 - Ray Sayre and Frank Granados doing an excellent job in helping to provide N95 masks, respiratory devices in spite of difficulty to obtain supplies
 - Dean Davis asked about personnel and any occurrences within the district. Vigilance and protective measures being taken and RRMFD has none at the present time
- c. Chief and Labor Discussions
 - Spoke with Mike Fielder, Union President, regarding COVID19, getting involved with information; utilizing and monitoring daily use of wipes and disinfectants for personnel and on units. Concern with long distance transports and amount of time in the unit with a possible COVID patient; Tucson and Phoenix area hospitals filling up creating a need for possible out of state transports (CON allows); personnel utilization and safety factors.
 - Mike Vohland asked about positive pressure theory for the back of the ambulances for fresh air. Chief Amezaga has received information from the manufacturers regarding use of AC and extractors to create a positive pressure environment. Reviewing additional information received for community and personnel safety within units and stations (Blue lights)
 - Frank Granados changed order for the respirators filters from EMS to Scott to receive within 4-5 weeks at no additional cost to the District
- d. Fire Marshal
 - i. Inspections and Plans
 - NFIRS - 240 reports for May uploaded
 - Burn permits not being issued due to Stage II fire restrictions; no active permits to be cancelled
 - Dean Davis asked as a citizen of the community who should they contact to report illegal burning. Fire Marshal Cluff said to dial 911 allowing RRMFD better enforcement of illegal burning with law enforcement present
 - Plan review for Pilot Travel Center remodel
 - Webinars: ALADTEC with Emergency Reporting – working on consolidating First Due Community Connect – program to provide info for first responders
 - Numerous preplans done on East Frontage Road – Dean Davis commended George in getting this done-invaluable information
 - House fire 422 Bostwick Ct. – abandoned building with additional building behind. Assisted NFD with investigation
 - ii. Community Events
 - None
- 8. Administrative Report:
 - a. Presentation of monthly Financial Reports up to May 31st, 2020
 - Monthly financials presented by Ana Holman
 - 98% tax revenue collection
 - May tax revenues are good – looking to end the month with a profit
 - Investment income down
 - Election 2020 update – first notice has been published and know of one individual running
 - b. Presentation of final Fiscal Year 2020-2021 Budget
 - Posted budget as required; no comments received from the public; budget good as presented
 - Frank Granados updated Board regarding apparatus: Engine for 520; motor shipped Thursday and Frankie's is set to install. Ambulance striping delayed due to COVID19; UTV at Bighorn Fire-waiting for parts; wildland crew moved to Tanque Verde camp. 2nd ambulance out of paint shop

Thursday, 3rd ambulance will be painted next Thursday – hoping to have in service within the next 4-5 weeks. Stryker is recommending wheel kits (\$426 per kit) for the power loads – not notified up front; Frank was able to have them agree to absorb cost of kits and minimize labor cost. Pump testing scheduled for July with NFD to reduce costs. Tires replaced on tenders. Scheduled testing on equipment completed. Board members commended Frank on a job well done.

9. Old Business:

- a. Discussion and possible action to approve amended Board Policies and Procedures
 - Motion to approve the amended Board Policies and Procedures made by Brad Beach, second by Dean Davis. Motion revised to approve the revised June 2020, Board Policies and Procedures
 - Motion passed unanimously by verbal vote
- b. Update and discussion regarding RRMFD & NSFD Merger/Consolidation
 - John Flynn notified Chief Amezaga he was finishing up his report and will be putting together a draft for review by the Board.
- c. Discussion and possible action to approve Chief Amezaga's annual evaluation compensation.
 - 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
 - Discussion within Executive Session regarding evaluation compensation. Executive Sessions are confidential, anything discussed within Executive Session stays within Executive Session. Violation could lead to criminal penalties pursuant to A.R.S. 38-431.07(A)
 - Motion made by Mike Vohland to increase Chief Amezaga's salary by \$10,450 bringing the annual salary up to \$114,950 retroactive to April 24, 2020, second by Dean Davis
 - Motion passed unanimously by verbal vote
- d. Discussion and possible action to approve amended Policies and Procedures
 - Duplication of Item a

10. New Business:

- a. Discussion and possible action to approve May 31st, 2020 monthly financial reports.
 - Motion to approve the May 31st, 2020 monthly financial reports made by Dean Davis, second by Brad Beach
 - Motion passed unanimously by verbal vote
- b. Public Hearing on the Rio Rico Medical & Fire District fiscal year 2020-2021 budget.
 - i. Chairman will open the hearing.
 - Michael Carlson opened the public hearing at 6:34 p.m.
 - ii. Chairman will call to all present for those who wish to comment on the budget and each person desiring to speak will be provided 3 minutes.
 - No public input
 - iii. Chairman will close the hearing.
 - Michael Carlson closed the public hearing at 6:35 p.m.
- c. Discussion and possible action to approve Resolution 2020-03 approving and formally adopting the Fiscal Year 2020-2021 Budget.
 - Motion to approve Resolution 2020-03 approving and formally adopting the Fiscal Year 2020-2021 Budget made by Mike Vohland, second by Dean Davis
 - Motion passed unanimously by verbal vote
 - Michael Carlson thanked Chief Amezaga, Ana Holman, Frank Bejarano and all the individuals involved with this endeavor for a terrific job. Present Board members thanked Michael Carlson for being on the committee and making sure our numbers are in line
- d. Discussion and possible action to approve amended Financial Policies
 - Motion to approve amended financial policies made by Mike Vohland, second by Brad Beach
 - Motion passed unanimously by verbal vote

11. Upcoming meeting discussion:

- a. Monthly Board Meeting – July 28th, 2020

12. Adjournment:

- Motion to adjourn made by Dean Davis, second by Mike Vohland

- Motion passed unanimously by verbal vote
- Meeting adjourned at 6:38 p.m.

Dated this 31 **day of** July **, 2020.**

Rio Rico Medical & Fire District Elected Official

Michael Vohland, *Mike Vohland* **Clerk of the Board**