



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, July 27, 2022 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 is being recorded
- Dean Davis called the meeting to order at 5:35 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

- Present: Michael Carlson and Dean Davis. Brad Beach present telephonically
- Absent: Frank Bejarano and Dora Urias

4. CALL TO THE PUBLIC

- None

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session and Executive Session of June 29, 2022.

- Motion to approve Regular Session and Executive Session minutes of June 29, 2022 made by Michael Carlson, second by Brad Beach
- Motion passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

- #### a. Correspondence – My Kid participant who met the firefighters brought candy bags to the firefighters - Safeway donated a pallet of water

b. Badge Pinning –

- Chris Renteria, Battalion Chief of Training, introduced himself and his family. Noted his prior experience with RRMFD from 1999, one station and heavy with volunteers and work experience with NFD. Pinned by his wife Mimi

c. Fire Chief's report

i. Emergency calls summary

- Total Calls: 229 82 IFTs 73 911's 2 Fire 72 Others
- Mutual aid: 28 7 NFD 18 NSFD 1 Patagonia Fire 2 Tubac Fire

ii. Operational

1. Equipment, vehicle, station

- Roofing at Station 2 complete; Station 3 to be done this weekend, Station 1 and NSFD to be done after monsoons
- Ice machine repaired. Maintenance-filters (every 3 months) and deep cleaning (twice a year)
- Station 3 Community Room Carpet cleaned; dishwasher repaired
- Weeds – will get crews to help Jose

2. Training

- Fire Training A Shift July 1st, 6th, 18th and 15th
- Fire/Rescue July 12th and 19th
- Blue card awareness July 20th – BC Renteria will be attending seminar to become a trainer

- EMS STR July 14th
 - Acute or Chronic distance CEU – July 28th
 - Financial Workshops presented to all shifts by Michael Carlson
3. Operations
- Wildland - Big Sandy Fire, 80% contained. Question asked regarding staffing with crews out on wildland; with the addition of recruits, will be able to send more units out for wildland.
 - New Type 3 Engine – estimated arrival date if August 11, 2022
4. Personnel
- AFDA/AFCA conference in Glendale attended by Chief Amezaga, Ana Holman, Jennifer Rayon and Brad Beach. Very informative; great networking and presenters.
 - Board retreat held July 23rd at Paloma Bed and Breakfast by presenters and hosts, Katie and Ray Sayre. Retreat was a great success; team building and fun time. Katie noted RRMFD was fortunate in having such an outstanding Board.
- d. Fire Marshal Report
- NFIRS up to date through June, 2022
 - Attended 8 webinars/seminars/trainings –
 - One meeting addressed annual inspections/permits of food carts
 - Burn permits being issued beginning July 1st – one issued for July
 - 7 Plan reviews/inspections done. Rejections due to use of 2012 codes instead of 2018 codes
 - 12 Fire Calls
 - School Blitz July 23rd – RRMFD represented by Penelope Garate-Munoz, Ana Morales, Casandra Campos and Albert Ibarra. Set up at 7 a.m. and were out of supplies by 11 – great turnout!!
 - Station 1 sign – followed up with recommendations from Dean Davis. Reserve Gilbert Cota will work on the sign renovation
- e. Fire Board Member Report
- f. Financial Report
- i. Presentation of Financial Reports up to June 30, 2022
- Ana Holman presented the end of fiscal year financial report
 - NSFD bill in June to close out the year
 - Tax collection for RRMFD was 99%; NSFD collection was less
 - NSFD has \$121,000 carried forward for the next 4 months prior to tax collections
 - Financial audit will be the last week of September
 - Unused Bond Capacity \$1,565,735
 - Reviewed expenditures
 - Funds available from current year to be put aside for future use approximately \$400,000
 - Station 2 will be in use as a voting center August 2nd
 - Next month will know if an election will be held to fill board seats
 - Prop 310 (One-tenth of a penny sales tax funding for fire districts) will be on the ballot in November – please promote YES vote

7. OLD BUSINESS

- a. Discussion and update re: Sale of present UTV for market value and purchase of new UTV
- i. This is a continuation of previous discussion related to the sale of present UTV and purchase of new UTV
- Chief Amezaga noted purchase made for new UTV around \$36,000; offer made for old UTV very low, will sell on private market. Ready for pick up, but needs tire upgrade – should be available within two-three weeks. Will be used for REMS team – rescue/med crew of 4
- b. Discussion, update and possible action re: Signage at Station 1
- i. This is a continuation of previous discussion related to the signage at Station 1
- Covered in Fire Marshal's report

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for June 2022.

- Motion to approve financial reports for June 2022 made by Michael Carlson, second by Brad Beack
- Motion passed unanimously by verbal vote

b. Discussion and possible action re: Approval to purchase 11 sets of PPE and 4 sets of Tech Rescue Gear from Swift Group LLC totaling \$42,677.78 budgeted from Capital Purchases FY 2022 and FY 2023

- Motion to approve the purchase of 11 sets of PPE and 4 sets of Tech Rescue Gear from Swift Group LLC totaling \$42,677.78, noting it has been budgeted in our Capital Reserve, made by Michael Carlson, second by Dean Davis
- Motion passed unanimously by verbal vote

c. Discussion and review re: Contingency Fund and Capital Reserve

- Chief Amezaga stated this is the Board's choice in what to do with the \$400,000 to \$450,000 as to where they would like it deposited – Contingency Fund or Capital Replacement. Michael Carlson agrees with placing funds in capital reserve.
- Motion to take excess funds of approximately \$400,000 and move it to the capital reserve fund for future use made by Michael Carlson, second by Dean Davis
- Motion passed unanimously by verbal vote

9. FUTURE MEETING AGENDA ITEMS

a. Next Board Meeting August 31, 2022 5:30 p.m.

10. ADJOURNMENT

- Motion to adjourn made by Michael Carlson, second by Dean Davis
- Motion passed unanimously by verbal vote
- Meeting adjourned at 6:43 p.m.

Dated this 31st day of August, 2022.

Rio Rico Medical & Fire District Elected Official

Michael Carlson,  Clerk of the Board

