



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, December 29, 2021 at 5:30 p.m. at the Rio Rico Medical and Fire District administrative office, 822 Pendleton Drive, Rio Rico, AZ.

### 1. CALL MEETING TO ORDER

- Meeting called to order by Brad Beach at 5:30 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF BOARD MEMBERS

- Present: Brad Beach, Michael Carlson and Dean Davis
- Absent: Frank Bejarano and Dora Urias

### 4. CALL TO THE PUBLIC

- None

### 5. CONSENT AGENDA

#### a. Approval of minutes

##### i. Regular Session of November 23, 2021 and Executive Session of November 23, 2021

- Motion to approve minutes of the Regular Session of November 23, 2021 and the Executive Session of the same date made by Michael Carlson, second by Dean Davis
- Motion passed unanimously by verbal vote

### 2. REPORTS AND CORRESPONDENCE:

#### a. Correspondence/Customer Appreciation

- None

### MOVED TO ITEM 2 c.

#### b. Fire Chief's report

##### i. Emergency calls summary: Total calls: 217 79 EMS 90 IFT 5 fire 43 other A shift busiest

##### ii. Operational

#### 1. Equipment, vehicle, station

- Ladder testing- all ladders passed
- LifePak 15 annual maintenance – all units passed inspection

#### 2. Training

- Driver Operator Class attended by 6 full time firefighters and 5 reserve firefighters. Instructor complimented the professionalism and assistance given by RRMFD personnel
- Fire Rescue Training Dec. 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> & 28<sup>th</sup>
- EMS Training: PHTLS Dec. 9<sup>th</sup> & 10<sup>th</sup>

Opioid and Treat & Refer Dec. 17<sup>th</sup> & 21<sup>st</sup>

NREMT Continuing Education Dec. 20<sup>th</sup>

#### 3. Operations –

- Labor - Happy
- Raoul Rodriguez noted in talking with personnel, noticed the pride, value, interest and excitement from the operational personnel

#### 4. Personnel –

- DC Johnson retirement luncheon December 21<sup>st</sup>
- New Deputy Chief, Mike Urbanski introduced

- Captain Promotion – Karla Manjarrez
- Reserves Alan Levario, Alan Nido, Daniel Romero III and Ruben Saavedra promoted to full time labor meetings – they are happy; pride and enthusiasm for our district setting the standard
- Working with Arizona Works to start a Green Academy for new reserves – will be helping financially per student (\$4000). Mr. Carlson met an individual with Pima College who referred Arizona Works. Working

#### 5. COVID-19 Update

- One operations individual out with COVID
- COVID transports steady
- RRMFD 78% fully vaccinated
- COVID incentive for employees

#### c. Fire Marshal Report

- NFIRS good through October, 2021; COVID 19 NFIRS up to date through September. Still having issue with reports flipping to system which is causing the delay in completion
- First Due Incident Action Planning; Fire Investigator's meeting and working on possible Basic Fire Investigation training to be held in Nogales in March, 2022
- 4 burn permits issued
- 10 plan reviews/inspections
- Prime Sales issued a citation by SCCSO at the request of the building department for the Methane Refrigerated Liquid trailer being used as storage.
- 5 Fire calls and 1 Utility call
- Participated in several community events: Nogales Christmas Parade; San Cayetano Christmas lights Event; took Santa to the De La Cruz toy drive; Bracker Elementary and Rio Rico Boy Scouts donated food to RRMFD from their food drives and RRMFD collected food and toys; gave bike helmets away at the Rotary Club Bike give. Food and toys distributed to families in need (names received through Community Center sponsored families and schools)
- Chief Amezaga extended kudos to Ana and George for getting the crews involved and their endless work making Christmas so special and their involvement. Brad Beach acknowledged RRMFD for the community involvement

#### **RETURNED TO ITEM 2 b.**

#### d. Fire Board Report –

- Michael Carlson noted he and Chief Amezaga met Sheriff Hathaway for lunch. Opportunity to learn more about each other, names and faces. As an individual and rancher, David Hathaway has expressed opposition to annexation through newspaper ads and radio communications.

#### e. Financial Report

##### i. Presentation of Financial Reports up to November 30, 2021

- Reports presented by Ana Holman
- Michael Carlson questioned the ambulance revenue fees being so much less. Ana stated there were less transports in November and money collected and write offs, reduced the value.
- Noted by Board Members, the register of checks be included with the Board packet and Board files but not be included with the power point presentation due to the length of the report. This has previously been reviewed monthly by the Board Chairman and Clerk.
- RRMFD received \$36,000 yesterday from the marijuana tax proceeds

### 3. OLD BUSINESS

#### a. Discussion and possible action re: Review and approval of COVID vaccination policy for RRMFD employees

- Presentation of updated policy reviewed by Brenda Tranchina.
- Discussion regarding religious exemption guidelines
- No mandate for vaccination at this time; incentive for being vaccinated and current with booster.
- Santa Cruz County is one of the highest vaccinated counties

- b. Discussion, update and possible action re: Station 1 sign maintenance/repair
- Contact name received – Fire Marshal Cluff will contact for information

#### **MOVED TO 4. NEWS BUSINESS**

- c. Discussion and possible action re: Executive Session – The Fire Board may vote to go into executive session pursuant to A.R.S. 38-431.03.(A) (3) for discussion or consultation for legal advice with attorney for RRMFD.
- i. This is a continuation of previous discussion related to discussion/consultation with attorney for RRMFD
  - ii. Note: Executive Sessions are confidential pursuant to A.R.S. section 38-431.03 (C).  
Anything discussed within an Executive Session is to remain within Executive Session.  
Violation could lead to civil penalties pursuant to A.R.S. 38-431.07(A)
  - iii. Note: No action is taken during an Executive Session. Any action taken by the Board will take place during an open meeting.
    - Motion to move from Regular meeting to Executive Session made by Michael Carlson, second by Dean Davis
    - Motion passed unanimously by verbal vote
    - Entered Executive Session at 7:18 p.m.
    - Returned from Executive Session at 7:37 p.m.
    - Motion to authorize Jeff Matura to execute the settlement agreement as he described it to us on behalf of Rio Rico Medical and Fire District made by Michael Carlson, second by Brad Beach.
    - Motion passed unanimously by verbal vote

#### **MOVED TO 5. FUTURE MEETING AGENDA ITEMS**

#### **4. NEW BUSINESS**

- a. Discussion and presentation re: RRMFD 3 year Strategic Plan
- Presented by Chief Amezaga – will be emailed to absent Board members
  - Due to length of report – areas highlighted: 3 Year Plan; Mission and Vision statements; values; history and milestones; organizational chart; district boundaries; internal and external stakeholders; SWAC; goals, objectives and leaders and plan implementation. Dates not set in stone – target dates.
- b. Discussion and possible action re: Approval of financial reports for November 2021.
- Motion to approve financial reports for November, 2021 made by Dean Davis second by Michael Carlson
  - Motion passed unanimously by verbal vote
- c. Discussion and possible action re: Election of Chair and Clerk of the Board for one-year term
- Brad Beach and Dora Urias requested to be removed from nomination
  - Michael Carlson noted with Brad Beach and Dora Urias removing their names, Dean Davis would be next in rotation for Board Chair. Brad Beach nominated Dean Davis; Michael Carlson next in rotation for Board Clerk
  - Michael Carlson moved Dean Davis take the Board Chair position and he, Michael Carlson take the Board Clerk position for the next twelve months; second by Dean Davis
  - Motion passed unanimously by verbal vote
- d. Discussion, update and possible action re: Nogales City Annexation
- Chief Amezaga noted Mayor Garino moving forward with annexation with support of individuals
  - As noted earlier Sheriff Hathaway is opposed; Dan Bell spoke up against annexation; Dino Panousopoulos not committed either way however, his son is opposed to annexation.
  - District will need to organize; sub-committee formed. City of Nogales filing in January – will have one year to get 50 plus one of landowners and 50 plus one of the assessed value of the property. This would triple the size of the city with no infrastructure growth. Chief Amezaga suggests the hiring of a marketing firm for dissemination of information to all residents, affected and not affected; annexation affects district financially therefore, the District can hold meetings; open houses; luncheons, place ads, etc. Dean Davis offered to be on a committee to help and suggested we do a mailing but wait six months after the announcement and then hold meetings and gatherings. Michael Carlson feels we should get help and put together a plan on how to re-act and report within the next few months. Obtain quotes/information for a marketing firm and confirm committee members at next Board Meeting

- e. Discussion and possible action re: Board member attendance at the AFDA Winter Conference January 20-21, 2022 in Tucson, Az.
  - Dean Davis will be attending as the new Chair. Chief Amezaga will verify additional attendee availability (Dora Urias and Frank Bejarano)

**RETURNED TO OLD BUSINESS 3. c**

**5. FUTURE MEETING AGENDA ITEMS**

- a. Next Board Meeting January 26, 2022 5:30 p.m.

**6. ADJOURNMENT**

- Motion to adjourn made by Dean Davis, second by Michael Carlson
- Motion passes unanimously by verbal vote
- Meeting adjourned at 7:38 p.m.

Dated this 26<sup>TH</sup> day of January, 2022.

**Rio Rico Medical & Fire District Elected Official**

*Michael Carlson,*  Clerk of the Board