



## MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, June 28, 2023 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
- Meeting called to order by Dora Urias at 5:30 p.m.

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF BOARD MEMBERS

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

### 4. CALL TO THE PUBLIC

- None

### 5. CONSENT AGENDA

#### a. Approval of minutes

##### i. Regular Session and Executive Session of May 31, 2023.

- Motion to approve regular session and executive session minutes for May 31, 2023 made by Michael Carlson, second by Frank Bejarano
- Motion passed unanimously by verbal vote

### 2. REPORTS AND CORRESPONDENCE

#### a. Correspondence

- None

#### b. Fire Chief's report

##### i. Emergency calls summary

- Total calls: 203    IFTs 86    Fires 13    EMS/911 54    Pub Assist 38    Others 9
- No Mutual Aid received
- Mutual Aid given NSFD 5    NFD 2    Tubac 14

##### ii. Operational

###### 1. Equipment, vehicle, station

- Tire Tuesdays – tire and tire tread checks – longevity of tires outlasts warranty; no longer getting warranties. Hazmat equipment was purchased by the county years ago; District has taken over maintenance and unit needs new tires (16), RRMFD will pay for 8 and Tubac will pay for 8
- Bay door at Station 2 damaged – to be repaired
- Tablet and jump bag identifiers made

- Arizona PPE to clean structure gear June 18<sup>th</sup> and 19<sup>th</sup> to reduce carcinogens; RRMFD will be purchasing a new washing machine. DC Urbanski attended class presented by Arizona PPE to clean, maintain and repair gear
  - Hazmat Decon trailer and equipment to be inventoried for repair and age; funding available to update and repair equipment
2. Training
- Swift Water Rescue attended by FF Redman
  - MCS 4 Quick Hit transitional Attack for all crews
  - Hybrid/Electric vehicle operations attend by AC Acedo and FF Carrillo
  - Lithium-Ion battery fires training attended by DC Urbanski
  - UTV Driver training for all crews
  - C.E.R.T. Train the Trainer attended by AC Acedo
  - In house Vector Solutions training for all crews
  - Mutual Link information meeting through SCC Sheriff's Office to work with schools for notification of incidents
  - Fire Academy: AZCFE Skills testing
    - Hazmat operation and Emergency response to terrorism
    - Firefighter Health & Wellness – Mental Health
    - SCCRA Extension/remediation Team Building Exercise
3. Operations
- 3 fire incidents
4. Personnel
- PCC Accelerated Paramedic Program being attended by FF Winters
  - FF Ruben Saavedra and FF Saenz graduated from the PCC Paramedic Program
  - Presentation of C Shift EMS Provider of the Year award to Ricardo Ugarte
  - NHS Volleyball team invited to Hawaii Tournament – RRMFD helped with collection of donations
- c. Fire Marshal Report
- NFIRS good through end of April 2023 for RRMFD and NSFD
  - Attended 6 webinars/trainings
    - PIO meeting for ideas and organization for RRMFD to provide information to the public
    - SCC Planning and Zoning meeting for Jackson Properties rezoning, development of area and mining
  - 1 Burn Permit issued – no fire restrictions in our area
  - 3 Plan Reviews/Inspections
  - Love's completing driveway
  - 13 Fire Calls
- d. Fire Board Member Report
- During Michael Carlson's vacation he met with Senator Mark Kelly, presented him with a RRMFD challenge coin and discussed budget challenges which he suggested we contact the County for possible assistance. Few days later, Chief Amezaga and Michael Carlson had a Zoom call with one of Kelly's legislative assistants to discuss concerns in more depth and provided contact information for Sinema, Grijalva and Hobbs office. Will be meeting with Tubac, Sonoita and RRMFD Chiefs for information to be discussed during talks with contacts.
  - Michael Carlson also presented the Financial planning session to the recruits

- Chief Amezaga noted there will be another meeting July 10<sup>th</sup> with one of Senator Kelly's aides in Tucson
- e. Financial Report
- i. Presentation of Financial Reports up to May 31, 2023
    - Financial Reports presented by Ana Holman
    - Financial policy sent to Board members for review and comments. To be adopted at the July meeting
    - NSFD annexation project documents were submitted to the SCC BOS for approval
    - Introduced the new Billing/Front desk employee Deerianna Soto
    - AZDHS approved the automatic ambulance rate adjustment of 3.95% effective June 16, 2023

MOVING TO NEW BUSINESS 4 a.

### 3. OLD BUSINESS

- a. 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)(1) for personnel matter
  - i. Note: The Chairperson will confirm Chief Amezaga received at least 24 hours notice
  - ii. Note: Executive Sessions are confidential pursuant to A.R.S. section 38-431.03(C)  
Anything discussed within Executive Session is to remain within Executive Session
  - iii. Note: No action is taken during an Executive Session. Any action taken by the Board will take place during an open meeting
  - iv. This is a continuation of previous discussion related to the personnel matter
    - Chairperson confirmed with Chief Amezaga he received 24 hours notice
    - Chairperson read “Note ii. and iii.”
    - Motion to move from regular session to executive session made by Michael Carlson, second by Frank Bejarano
    - Motion passed unanimously by verbal vote
    - Moved to Executive Session at 6:57 p.m.
    - Returned from Executive Session at 7:28 p.m.
    - Chairperson read “Note ii. and iii.”
    - Motion to ratify Chief Amezaga's contract with the following changes:  
We change the effective date to today's date  
We change section 15c as discussed  
made by Michael Carlson, second by Frank Bejarano
    - Motion passed unanimously by verbal vote

### 4. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for May 2023.
  - Motion to approve financial reports for May 2023 made by Michael Carlson, second by Frank Bejarano
  - Motion passed unanimously by verbal vote
- b. Public Hearing re: Rio Rico Medical and Fire District fiscal year 2023-2024 Budget
  - i. Chairman will open the hearing.
    - Hearing opened by Dora Urias at 6:50 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 one present to speak
  - iii. Chairman will close the hearing.
    - Hearing closed by Dora Urias at 6:51 p.m.

- c. Discussion and possible action re: Approval of Resolution 2023-02 approving and formally adopting the Fiscal Year 2023-2024 Budget
- Motion to approve Resolution 2023-02 approving and formally adopting the Fiscal Year Budget 2023-2024 made by Michael Carlson, second by Frank Bejarano
  - Motion passed unanimously by verbal vote
- d. Discussion and possible action re: Approval to purchase 9 sets of Innotex Energy Gear for a total amount of \$33,098.47
- Innotex Energy Gear is the structure PPE for firefighters' protection fighting fires
  - Motion to purchase 9 sets of Innotex Energy Gear for a total amount of \$33,098.47 made by Frank Bejarano, second by Michael Carlson
  - Motion passed unanimously by verbal vote
  - Ana Holman noted this was approved from Capital Purchases for this current year and was in the budget

RETURNED TO OLD BUSINESS 3 a.

5. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting July 26, 2023 5:30 p.m.

6. ADJOURNMENT

- Motion to adjourn made by Michael Carlson, second by Frank Bejarano
- Motion passed unanimously by verbal vote
- Meeting adjourned at 7:32 p.m.

Dated this 26th day of July, 2023.

Rio Rico Medical & Fire District Elected Official

Dora Urias, Dora Urias Clerk of the Board