



Minutes of the Regular Meeting of the Elected Officials of Rio Rico Medical & Fire District  
held on September 29th, 2020, 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
  - Note: meeting is being recorded
  - Meeting called to order by Michael Carlson at 5:34 p.m.
2. Pledge of Allegiance
3. Call to the Public
  - None
4. Roll call for board members
  - Present remotely: Frank Bejarano, Michael Carlson, Dean Davis and Mike Vohland
  - Absent: Brad Beach
5. Approval of minutes for the District Meeting held on July 28th, 2020
  - Error noted: date of minutes should be August 25<sup>th</sup>, 2020
  - Motion to approve minutes of the District Meeting held on August 25, 2020 made by Frank Bejarano, second by Dean Davis
  - Motion passed unanimously by verbal vote with quorum on the call
  - Michael Carlson requested everyone make this meeting as succinct as possible to allow members to watch something on television later today that is of importance for us all
6. Fire Chief's Reports and Staff Reports:
  - a. Call Summary
    - Total Calls: 215    911's 56 (26%)    IFT's 113 (53%)    Fires 6 (3%)    Others 40 (18%)
  - b. Operational Reports
    - i. Equipment, vehicle, station
      - Cardiac monitors – Crews surveyed and Stryker/Physio was selected for the purchase of seven (7) LifePak-15 monitors. Should be delivered in October; training and in-service of the monitors included plus the inclusion of three (3) Lucas compression devices at no additional cost to the District. (Approximate value \$14,500 each, for 3, \$43,500)
      - Contracted with Az. PPE Recon Cleaning for annual cleaning of turn out gear. Also provide inspection and repair of damaged gear. Rough cost of cleaning is \$150.00 per suit; repairs would be an additional cost, cleaning costs included in budget.
      - Stryker reduced the price of the Power Load gurney devices, reduced amount allowed 11 ambulances to be outfitted instead of 10 utilizing total amount of Grant monies. RRMFD is the only District in Santa Cruz county using these devices. Implementation of safety programs to reduce injuries will reduce our costs (program still being finalized).
      - Tender 521 has been prepped for painting and should be out by next week to be sent to have striping and decals added. This is the last vehicle to be painted; remaining vehicles will be phased out or sold off.
    - ii. Training
      - BUMC Distance EMS trainings continuing alternating Fridays utilizing Teams allowing Members additional access for CE's; Target Solutions; Minimum Company trainings, Probationary and modular training and testing and Banner UMC Base Hospital Training
    - iii. Personnel

- Wildland crew has returned from the Slater Complex Fire (California/Oregon border). Engine 521, Captain Sheldon, Firefighters Cruz, Moffit and Hernandez – Firefighter Cruz out as Engine Boss Trainee – has one more assignment for his task book to be sent to the Red Card Committee; if approved RRMFD will then have two Engine Bosses for wildland. Moffitt and Hernandez are also working on task books to become Engine bosses as well.
- iv. COVID-19 Update
- No personnel out due to COVID 19
  - COVID 19 Transports and 911 related calls have stabilized
  - Admin staff continues on alternate work schedules.
  - Personal protective measures still in place
  - No reported increase of COVID
  - Santa Cruz County COVID 19 testing will be taking place October 6<sup>th</sup> through 9<sup>th</sup> and the 24<sup>th</sup> through an ADHS grant. ASU is the testing authority with Mariposa Clinic, saliva based test not as invasive as prior testing at no cost to the participants.
- c. Chief and Labor Discussions
- No update from labor. Asked about Captains testing – hoping to have information out in October
- d. Fire Marshal
- i. Inspections and Plans
- NFIRS uploaded all of August; revised & updated COVID 19 results
  - Attended 7 webinars/trainings – sprinkler systems, PPE cleaning and what to wear under PPE and smoke and carbon monoxide alarms information for upgraded alarms for additional toxins
  - State and Federal Land have not issued or lifted any new fire restrictions. One permit issued
  - Did 2 plan reviews and 3 inspections
  - Pre-Plans completed for the East Frontage Road and have started on the West Frontage Road Mike Vohland congratulated George on an amazing job on the pre-plans
  - Fire Calls – 4 illegal burns; 2 vehicle fires. A brush fire, a smoke scare and an I/A for A Shift in the Arivaca area
- ii. Community Events
- Calabasas School did a tribute to local first responders on 911 – RRMFD did a parade along the school for the staff and students to acknowledge them
7. Administrative Report:
- a. Presentation of monthly Financial Reports up to August 31st, 2020
- Financial Reports through August 31, 2020 presented by Ana Holman money
  - August income higher due to Wildland
  - Wildland billed when the crew returns; however, expenses come through credit card. Approximate delay on income and expense is one month. Currently behind about \$120,000 to bill for wildland and the expenses for those are about \$40,000
  - 6:11 p.m. Verification of a quorum requested by Mike Vohland – present Frank Bejarano, Michael Carlson and Mike Vohland
  - Frank Bejarano asked about the ambulance billing – lower due to call volume being less
  - Frank Bejarano asked as a public entity is RRMFD able to collect from COVID grants. Ana stated we have collected out of the CARES Act but at the present are not applying for any grants. Grants that were offered in the beginning are closed down and no longer available.
8. Old Business:
- a. Update and discussion regarding RRMFD & NSFD Merger/Consolidation
- Michael Carlson asked to confirm that all members were able to read the material Chief Amezaga had sent out from Mr. Flynn as well as the information from Frank on the equipment and use this meeting to ask any clarification questions from those documents. Would also like to ask the Board to consider setting up a special meeting for the Board to discuss in depth; discuss and debate the implications and the pros and the cons. Frank Bejarano agrees with Michael Carlson to go ahead and do a special meeting to take the time to review and discuss. Michael Carlson asked Frank Bejarano and Mike Vohland if they had read the documents. Frank Bejarano has not completed reading the documents and would like the opportunity to go ahead and do that. Michael Carlson asked the members to

contact the Chief and let him know when they have read all the documents, and once all the Board members have had the opportunity to read all the documents and question the Chief with any questions you may have, then we can set up a special meeting as quickly as we can, as we all will be prepared to make the meeting as efficient and useful as we possibly can. Mike Vohland commented he was under the impression a special meeting had already been set up as the Fire Chief of NSFD has already indicated he is planning on retiring at the end of the year. Michael Carlson acknowledged the special meeting not being set up as the Chief had been out for a week, Brad Beach had been out and would like all to have the opportunity to participate. Michael Carlson asked Chief Amezaga to contact Brad Beach and Dean Davis regarding reading and review of the documents and set up a meeting as quickly as possible to move this forward. Chief Amezaga will contact them and coordinate a date with everyone.

b. Update and discussion on Station 1 financing and building

- Chief Amezaga stated Stifel had originally suggested 2021 for review of bond capacity and financing. Ana Holman presented a slide with the Statutory Debit Limit/Unused Borrowing Capacity after Bond Issuance with a current unused borrowing capacity of \$812,742. RRMFD has been increasing by \$600,000 each year; if we wait until March 2021 the value will be close to \$1,500,000 based on the growth of the community staying the same. If we wait an additional year, we will be over the \$2,000,000 capacity to borrow. Chief Amezaga reiterated we don't have enough yet in our bond capacity for the station. One of the items discussed with Stifel, was in April, 2021 to run another report to see where we are at with the bond capacity, but he doesn't believe we will have the substantial amount that we're looking at. Has spoken with DC Johnson about moving forward and putting some architectural concepts out to the architects, square footage, design, etc. Originally spoke with outfits from Phoenix and Tucson which came back with an approximate amount of \$4,000,000, but in discussion with DC Johnson, believes we could build for \$2,500,000 by utilizing some alternative standards of building – brick and mortar, metal. DC Johnson has offered to be the site manager to minimize some of the cost. Dean Davis offered to assist in any way even though he would be off the Board. Chief Amezaga stated with him off the Board it would make it a lot less legally appropriate.
- Michael Carlson suggested they sit down and work out a timeline and a plan, approximate costs and brainstorm to present it appropriately to the Board.

c. Update regarding HR Policy

- Chief Amezaga stated he is working with his staff, Ana and Eva, and the attorney. There are some assignments for staff and myself to work on to submit to Thom Cope. Once received from Thom Cope, Chief Amezaga asked Mr. Carlson if he would like to do a committee like before where we sit down and review it. Michael Carlson feels that would be most efficient and asked the Board if they had any issues with developing a committee for review. There were no comments from the Board members.

9. New Business:

a. Discussion and possible action to approve August 31st, 2020 monthly financial reports

- Motion to approve August 31, 2020 monthly financial reports made by Dean Davis, second by Mike Vohland
- Motion passed unanimously by verbal vote with quorum

10. Upcoming meeting discussion:

a. Monthly Board Meeting – October 27th, 2020

- Michael Carlson requested to ask 2 things before moving to item 11:  
One of things you will notice when we approved the minutes for the meeting, we did not approve or discuss the executive meeting minutes from last month and that was probably because Eva had not received confirmation from all Board members that they had read them. I would ask you to make sure you read them and with your acceptance, we can put them on the agenda for next month. Dean Davis noted he was having difficulty opening the information and needed a password but would stop in the office to read and sign. One last thing, and thinks this is sort of a matter of procedure for us on these telephones, that I appreciate and can understand from time to time one of us need to drop off for reasons, it's okay and I won't ask, and it came up today as we lost Mr. Davis for a short time and wondered if we had a quorum. If the members would be so kind, as if they have to drop off to notify so we can make sure the meeting continues with a quorum and if for some reason you get cut off, or you are off the call and don't really want to be on the call, could you send a text to Chief Amezaga so we can either get you hooked back up or at least know where we

are with respect to a quorum. Dean Davis noted he would be more than happy to; his problem was he was trying to get to Ana's screen, got cut off and he was so busy trying to get back online, had a problem with his wife's computer and that was why he was calling in, apologized for dropping off. Michael Carlson noted no need to apologize. This technology we work with is fickle at times; I think last month we had somebody drop off as well, it would just be helpful if we sort of knew you dropped off for a reason and would not be back or if Chief could help you get us back. There is no reason to apologize it's more for the matter of procedure to ensure we maintain a quorum.

11. Adjournment:

- Motion to adjourn made by Mike Vohland, second by Frank Bejarano
- Dean Davis and Mike Vohland left meeting
- Meeting adjourned with votes by Frank Bejarano and Mike Carlson

Dated this 30TH day of OCTOBER, 2020.

Rio Rico Medical & Fire District Elected Official

Michael Vohland,  Clerk of the Board