



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, May 25, 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 called to order by Dean Davis at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Present: Frank Bejarano, Dean Davis and Dora Urias. Brad Beach present remotely

Absent: Michael Carlson

4. CALL TO THE PUBLIC

- a. None

5. CONSENT AGENDA

- a. Approval of minutes

i. Executive Session and Regular Session of April 20, 2022.

- Motion to approve Executive Session and Regular Session minutes of April 20, 2022 made by Frank Bejarano, second by Dora Urias
- Motion passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

- a. Correspondence - none

b. Fire Chief's report

i. Emergency calls summary

- Total calls: 230 90 IFTs (39%) 84 EMS/911 (36%) 11 Fire (5%) 45 Others (20%)
Mutual aid: NSFD 6 NFD 7 Patagonia 6 Tubac 7

ii. Operational

1. Equipment, vehicle, station:

- Not much to report – apparatus report from Frank Granados submitted

2. Training:

- Fire/Rescue Drills: 3rd, 10th, 17th, 24th and 31st
- 1041 Fire Instructor Test May 4th
- Hose Testing: 2nd, 3rd, 5th and 6th
- Wildland Pack Test: 3rd and 4th
- Cut N Crunch – 20th, 21st and 22nd New set of extrication equipment on order
- EMS – EMT STR (IV & Airway) 10th, 11th, 12th, 26th & 27th

3. Operations

- Santa Cruz Chief's meeting May 18th
- Local Emergency Planning Committee meeting May 19th

4. Personnel

- ABC 360 Conference in San Antonio, Texas April 25th through 27th. Attended by Chief Amezaga, Ana Holman, Ruth Hardwick and Maribel Pesqueira
- Open enrollment for employee benefits May 23rd, 25th & 27th

- Team Building Retreat for Administrative personnel held in Tubac April 5, 2022. Hoping to have similar retreat for Board members

c. Fire Marshal Report

- NFIRS good through April 2022. 2021 – completed.....Gold Stars received by Sonoita, NSFD & RRMFD
- Attended 7 webinars/trainings
- No burn permits issued. Districts have agreed to not issue burn permits as Fire Restrictions are at Stage II effective May 25, 2022
- 7 Plan review/inspections
- 10 Fire Calls; 5 Wildland Fire Assignments
- Splash outs at Calabasas and Bracker Schools

d. Fire Board Member Report

- None

e. Financial Report

- i. Presentation of Financial Reports up to April 30, 2022
 - Financial reports presented by Ana Holman

7. OLD BUSINESS

a. Discussion, update and possible action re: Nogales City Annexation

- i. This is a continuation of previous discussion related to the Nogales City Annexation and RRMFD committee
 - Chief Amezaga noted annexation appears to be on pause and that Michael Carlson would still like to have the committee meet to discuss future plans and preparation. Frank Bejarano noted current signs will need to be replaced.

b. Discussion and possible action re: approval for publication of the 2022-2023 Budget Proposal as presented by the Budget Committee

- i. This is a continuation of previous discussion related to the publication of the 2022-2023 Budget Proposal
 - Budget as presented before with changes for Capital Purchases amount not to be added to the regular budget, Cares Act amount moved to the bottom to not have amount within the budget. Other than that, no changes
 - FDAT tax not finalized until all budgets approved for all Districts in the county
 - Budget needs to be posted for 20 days; next meeting will need to adopt budget prior to June 30th
 - For the record, Ana Holman noted Michael Carlson told her he would not be here for the meeting, but if he were to be here, he would approve the budget
 - Motion to approve the 2022-2023 budget proposal as presented made by Dora Urias, second by Frank Bejarano
 - Motion passed unanimously by verbal vote

8. NEW BUSINESS

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

- Motion to approve financial reports of April 2022 made by Dora Urias, second by Frank Bejarano
- Motion passed unanimously by verbal vote

b. Discussion and possible action re: Revising previously approved motion to purchase the audio-video equipment for Station 2 in the amount of \$50,692 plus a 5% variance from proceeds of Proposition 207, remainder to come out of the capital reserve account which will be reimbursed upon the next installment from Proposition 207, Smart and Safe to read \$50,692 plus a 10% variance from proceeds of Proposition 207, remainder to come out of the capital reserve account which will be reimbursed upon the next installment from Proposition 207, Smart and Safe due to a change in the original order quote

- Salesman sent for original quote. Engineering phase showed errors on original amount quoted increasing amount to \$55,160.35

- Motion to approve the purchase of audio-video equipment for Station 2 in the amount of \$55,160.35 plus a 10% variance from proceeds of Proposition 207, remainder to come out of the capital reserve account which will be reimbursed upon the next installment from Proposition 207 made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote
- c. Discussion and possible action re: Proposal of 2022 Financial Audit providers
- Chief Amezaga noted the District received notice of a price increase from current audit providers. Ana Holman sent out 5 requests for quotes and received two – one from our current provider, Beach Fleischman and one from Walker and Armstrong and two declination letters. Beach Fleischman and Walker and Armstrong have good reputations. Walker and Armstrong quoted \$16,000 for basic fees, with expenses approximately \$20,000. Beach Fleischman quoted \$24,000 but are more comprehensive in reporting than Walker and Armstrong. Discussion among Board members noted loyalty; second set of eyes; represented District well, comfortable working with and history with District.
 - Motion to continue to work with Beach Fleischman for our audits made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote
- d. Discussion and possible action re: COVID-19 Policy update to include language accepting COVID-19 home test results if traveling or unable to obtain an appointment to confirm home test positive test results
- Chief Amezaga noted legal pointed out there is no perfect COVID policy and would require tweaking as items come up. Chief Amezaga was traveling, out of town, bought home test, came out positive. Current policy restricts use of home test for acceptance of test results.
 - Motion made to add “In the event an employee is traveling or is unable to obtain an appointment from an official health institution to confirm positive results, COVID 19 home test results will be accepted” to current policy made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote
- e. Discussion and possible action re: Approval for Image Trend ePCR Program Master Software and Services Agreement Contract in an amount up to \$19,567.00
- Chief Amezaga noted attorney confirmed contract is standard language; consultant hired who has also reviewed contract; state using system for data information; having data issues with current vendor to NFIR reporting, looked at different vendors over the course of six months – will provide the service needed
 - Motion to approve Image Trend ePCR Program Master Software and Services Agreement Contract in an amount \$19,567.00 made by Frank Bejarano, second by Dora Urias
 - Motion passed unanimously by verbal vote

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting June 29, 2022 5:30 p.m.

10. ADJOURNMENT

- Motion to adjourn made by Dora Urias, second by Brad Beach
- Motion passed unanimously by verbal vote
- Meeting adjourned at 6:54 p.m.

Dated this 29th day of June, 2022.

Rio Rico Medical & Fire District Elected Official

Michael Carlson,



Clerk of the Board



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