



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, February 28, 2024 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 being recorded
 - Meeting called to order at 5:31 pm by Dora Urias
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF BOARD MEMBERS
 - Present: Brad Beach, Frank Bejarano, Michael Carlson, Hank Thysell and Dora Urias
4. CALL TO THE PUBLIC
 - None
5. CONSENT AGENDA
 - a. Approval of minutes
 - i. Regular Session of January 31, 2024
 - Motion to approve minutes of the regular session of January 31, 2024 made by Brad Beach, second by Frank Bejarano
 - Motion passed unanimously by verbal vote
6. REPORTS AND CORRESPONDENCE:
 - a. Correspondence
 - Phone call received from the Pavlikowski family thanking RRMFD for the patience and care given to their parents over the past three years.
 - b. Fire Chief's Report Presented by Chief Amezaga
 - Introduced Edmundo Castaneda, our new HR Generalist, who introduced himself and gave a brief bio. Glad to be with RRMFD
 - Fire Chief power point report presented by Chief Adam Amezaga. Copy of report on file and posted on the District website
 - i. Emergency calls summary
 - ii. Operational
 1. Equipment, vehicle, station
 2. Training
 3. Operations
 4. Personnel
 - c. Fire Marshal Report
 - Fire Marshal power point report presented by Fire Marshal George Cluff. Copy of report on file and posted on the District website
 - d. Fire Board Member Report

- Brad Beach congratulated BC Renteria on his daughter placing 5th in wrestling at regionals on the collegiate level
 - Michael Carlson noted he has been spending a good amount of time in Phoenix and a few weeks ago there was news about a Phoenix department being sued as they were taking someone up the stairs, and the chair equipment broke, personnel were not trained adequately. Congratulating all for their foresight for having the equipment needed, not penny pinching on equipment and having the proper training.
- e. Financial Report
- i. Presentation of Financial Reports up to January, 2024
 - Financial Reports presented by Ana Holman
 - NSFD property valuations increased

7. OLD BUSINESS

- a. Discussion and possible action re: Expansion of RRMFD CON Ambulance Boundaries
 - i. This is a continuation of previous discussion related to the Expansion of RRMFD CON Ambulance Boundaries
 - Received letter from state - all paperwork submitted; in the review process. Thanked Tubac Fire and Board for being very patient throughout process
- b. Discussion, review and update re: Burn Tower Training Facility for Station 2
 - i. This is a continuation of previous discussion related to the Burn Tower Training Facility for Station 2.
 - Chief Amezaga noted we have a budget in place; cost to add stairs to the project was high; have funds available, working with contractor negotiating costs.
 - Hank Thysell asked regarding concrete slab, electricity and hydrant – slab included with tower, very little electricity required, hydrant will be through another vendor and Frank and George have fabricators to assist with building
 - Reviewing fee schedule to include burn tower usage
- c. Discussion and possible action re: Approval for installation costs of the BlueStar Power System Industrial Outdoor Generator for Station 1 per proposal
 - i. This is a continuation of previous discussion related to the installation of a BlueStar Power System Industrial Outdoor Generator for Station 1
 - Generator is in Tucson; Fire Marshal Cluff is the lead on the project and has a design for a cradle to hold the generator, requested additional contractor pricing on electrical, will be putting in a 1,000 gallon propane tank – one of the RRMFD members will be doing the trenching, RRMFD hoping to be able to plumb into system however, the propane company would prefer to do the plumbing (on contracted rate for propane with Az Propane)

7. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for January 2024.
 - Motion to approve the financial reports for January 2024 made by Michael Carlson second by Hank Thysell
 - Motion passed unanimously by verbal vote
- b. Discussion, review and possible action re: Submission of AF Grant to purchase Type 1 Fire Truck and a washer extractor plus a dryer set for the structure PPE gear cleaning to include a 5% matching amount of the total submission by the District
 - Chief Amezaga noted as the fleet continues to age, need to replace. Open cab reserve truck needs to be replaced; replacement cost \$600,000, 5% match \$30,000. Have been told there may be a possibility of a sub grant on the side for the gear cleaning equipment, approximate value

\$38,000 plus 5% District match

- Motion to increase up to 5% to match the amount of the total submission made by Frank Bejarano, second by Brad Beach
 - Motion passed unanimously by verbal vote
- c. Discussion, review and possible action re: Sale of .07 acres per Exhibit A legal description of property adjacent to Pendleton Dr., Station 3 to Unisource.
- Chief Amezaga received a letter from a gentleman representing Unisource to purchase piece of land as indicated on paperwork for the overhead lines going to the mines. Asked about price at which the gentleman said Unisource would be providing the pricing information.
 - Board discussion included not selling but giving an easement due to driveways with restrictions to alleviate ingress and egress. Possibly lease monthly, making a profit and establishing easement. Consensus of Board – not willing to sell
 - No action to be taken without specifics
- d. Discussion, review and possible action re: Sick Leave Policy
- Chief Amezaga noted Board Member Brad Beach requested this be placed on the agenda
 - Brad Beach's main concern is long term employees who have accrued a large amount of sick time accrued and the possible liability to the District at retirement. He referenced a recent similar situation with Tucson High School District which had a \$50,000 payout that was paid out over a 3 year period due to financial bind. Doesn't want the District to be placed with a financial burden as our older members begin retiring within the next 5-7 years
 - Chief Amezaga noted sick leave is paid out only upon retirement at 25% of total value; of the few members becoming eligible for retirement, there may be two who have an accrued value, the others have utilized sick leave and have minimal hours; liability to District is already incorporated in the budget so it wouldn't be a financial hit to the District, approximately \$5,000 to \$10,000 per member. Part of the Strategic Plan is recruitment and retention – all districts within Arizona provide the sick leave retirement payout; RRMFD would be one of the only not having it causing potential recruits to look elsewhere for better benefits. RRMFD is right on track with other Districts; no department pays 100%. Should it be taken away, other issues arise in utilizing all accrued sick time (use it or lose it) and the cost to pay employee the backfill
 - Brad Beach noted in policy there is doctor information required and Chief discretion in using sick leave improperly. Brad Beach believes it should be left as is if the liability is approximately \$5,000 to \$10,000 per member and there is no financial bind on the District; or possibly increase to 30%. Not using sick days means the employee is at work!
 - Michael Carlson noted RRMFD should do things to help firefighters. Suggests during each budget session look at the next 5 years of retirees to stay abreast of possible issues. Dora Urias agrees it is a good incentive to retain employees. Frank Bejarano noted MCHC has a cap and pays out the amount accrued above the cap annually which does not create a financial burden
 - Brad Beach suggested Chief Amezaga, Ana Holman and Union to review and discuss to bring additional information/suggestions to the Board
- e. Discussion, review and possible action re: Best Practices for the Board
- Board Retreat
 - Board Chair and Fire Chief review and compile agenda Thursday or Friday prior to the Board meeting
 - Board agenda disbursement on Friday prior to the Board meeting
 - Board members discussion on things the Board may need to improve on
 - Brad Beach noted we haven't had a Board retreat in 3 years; could be at Station 2, tour of

stations and history. Board agenda available Friday before meeting allowing insight and additions or deletions prior to meeting

- Chief Amezaga commented March is budget month and would include the retreat Expense; new members receive station tours and background of RRMFD. Agenda is compiled by Chairperson and Chief and finalized Tuesday.
- f. Discussion and possible action re: Nominate two board members to participate as 2025 budget committee
- Chief Amezaga noted RRMFD tries to rotate every year and suggested Hank Thysell be on the committee this year; Michael Carlson volunteered to be on the committee.
 - Budget Committee members will be Hank Thysell and Michael Carlson
8. FUTURE MEETING AGENDA ITEMS
- a. Next Board Meeting March 27, 2024 5:30 p.m.
- Belated Happy Birthday wished to Dora Urias
 - Frank Bejarano noted he would be unavailable for the March 27th meeting
9. ADJOURNMENT
- Meeting adjourned at 7:06 p.m. by Dora Urias

Dated this 27th day of MARCH, 2024.

Rio Rico Medical & Fire District Elected Official

Hank Thysell,  Clerk of the Board