



MEETING MINUTES

The Fire Board of the Rio Rico Medical and Fire District (RRMFD) met in regular session on Wednesday, September 25, 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 is being recorded
- Meeting was called to order by Dora Urias at 5:32 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS – ALL PESENT

4. CALL TO THE PUBLIC

- None

5. CONSENT AGENDA

a. Approval of minutes

i. Regular Session of August 28, 2024

- Eva Barreda noted Executive Session minutes of August 28, 2024 need to be included with motion
- Motion to approve the Regular Session minutes of August 28, 2024 as well as the Executive Session minutes of the same date made by Michael Carlson, second by Frank Bejarano
- Motion passed unanimously by verbal vote

6. REPORTS AND CORRESPONDENCE:

a. Correspondence

- Nogales International contacted RRMFD for information regarding the annexation. Chief Amezaga and Michael Carlson provided information

b. Fire Chief's Report presented by AA

- Report presented by Fire Chief Amezaga. Copy of report on file and posted on the District Website

c. Fire Marshal Report

- Report presented by Fire Marshal Cluff. Copy of report on file.

d. Fire Board Member Report

- Brad Beach commented on Del Campo training at the resort - amazed with props, excellent training, thermal imaging, number of volunteers, students from Pierson motivated by watching training. Can't wait for the training tower
- Michael Carlson was at the training as well. Compared course at resort to Del Campo – shorter but tighter creating a different experience. Complimented DC Urbanski, DC Renteria and Demo as instructors and the debriefing sessions following completion of courses which was as valuable as going through the drills. Also attended the 911 Ceremony which was quite amazing with the speaker from New York- thought provoking, emotional, it was something else.

- i. Presentation of Financial Reports up to August 2024
 - Financial Report presented by Ana Holman
 - Financial Audit field work this week. Board Member Brad Beach interviewed. Going well
 - After expenses for two months, the estimated overflow amount available will be \$500,000; would like input on where to place funds, contingency, capital reserve or leave it as is.
 - Chief Amezaga recommends leaving it where it is until the committee meets regarding investment of funds
 - Michael Carlson noted there is no issue with moving funds to the contingency or capital replacement accounts and agrees with Chief Amezaga to leave it where it is at
 - Current interest income much higher than prior months.

7. OLD BUSINESS

MOVED TO ITEM 7 b

- 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(C) for legal advice regarding the Santa Cruz County Treasurer
 - i. 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
 - ii. Note: No Action is taken during an Executive Session. Any action taken by the Board will take place during an open meeting
 - iii. This is a continuation of previous discussion related to the County Treasurer
 - Motion to move to Executive Session made by Michael Carlson, second by Hank Thysell
 - Motion passed unanimously by verbal vote
 - Chief Amezaga asked the Board members, Ana Holman and Eva Barreda to stay for the Executive Session
 - Moved to Executive Session at 7:08 p.m.
 - Returned from Executive Session at 7:40 p.m.
 - Note i. and ii. read
 - Motion to approve the 3 Tolling Agreements 1) against the State of Arizona and the Auditor General, 2) Elizabeth Gutfahr in her official, individual and community capacities and 3) Santa Cruz County and the Santa Cruz County Treasurers office; in addition, we instruct our attorney to file a notice of claim for any of these three targets who do not sign the tolling agreement made by Michael Carlson, second by Frank Bejarano.
 - Motion passed unanimously by verbal vote

MOVED TO 8 e.

- b. Discussion, review and update re: River Road Annexation of certain properties within Santa Cruz County and adjacent to the southeastern boundaries of the RRMFD
 - i. This is a continuation of previous discussion related to the River Road Annexation of certain properties within Santa Cruz County and adjacent to the southeastern boundaries of the RRMFD
 - Chief Amezaga informed the Board the required number of signatures have been obtained; Louis Chaboya will take to the County to file with the Assessor for the Board of Supervisors acceptance, recorded by the County and the State and submitted to the Arizona Department of Revenue. Approximately 3 to 4 weeks for finalization
- c. Discussion, review and update re: Consolidation of NSFD and RRMFD
 - i. This is a continuation of previous discussion related to the consolidation of NSFD and RRMFD

- Chief Amezaga spoke to our attorney regarding consolidation and cost; Jeff Matura has handled consolidations and felt quote was a little high, will give RRMFD a quote. Once received, we will move forward. Need to start soon as funding from FDAT has a time element and 2 of the 3 Board members for NSFD did not run for election but have offered to be appointed and stay through completion of the consolidation.
- d. Discussion, review, update 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
- Chief Amezaga met new CON director; discussed filing of paperwork, time element in filing (RRMFD filed a year ago, filed twice), new regulations, change of response times and frustration in lack of receiving response from AzDHS and request to refile. RRMFD has filed correctly and timely.
 - Brad Beach feels DHS dropped the ball and should take responsibility and accept original paperwork.
 - Michael Carlson asked how Director is hired and questioned if we should work with state officials to get some results.

8. NEW BUSINESS

- a. Discussion and possible action re: Approval of financial reports for August 2024.
- Motion to approve the financial reports for August 2024 made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
- b. Discussion and possible action re: Approval to accept Stryker's Powerload Procure Preventive Maintenance 36 month quote in the amount of \$56,256.75
- Chief Amezaga noted this has been approved in budget but is over the limit for Chief Amezaga to approve requiring Board approval
 - Ana Holman verified this is the total for three years to be paid annually in 3 installments
 - Frank Bejarano questioned the large amount. Chief Amezaga noted there are very few vendors who service the equipment and the Pima County Chiefs recommend keeping maintenance due to liability for injury.
 - Motion to accept Stryker's Powerload Procure Preventive Maintenance 36 month quote in the amount of \$56,256.75 to be paid in 3 equal installments per year made by Michael Carlson, second by Hank Thysell
 - Motion passed unanimously by verbal vote
- c. Discussion, review and possible action re: Presentation of RRMFD credit card statement review and Board approval for semiannual review
- Michael Carlson approached Chief Amezaga and Ana Holman regarding doing a credit card review. Monthly financial reports included expenditures of which the highest are generally payroll and credit card payments. Have reviewed the past year reports and documented open items, corrections, timeliness in submitting receipts and concerns (very minimal-nothing drastic). Suggests a review every six months as activity by the Board. Suggests an addendum to the policy for Board approval next month
 - Chief Amezaga welcomes the review by the Board
 - Michael Carlson noted the last paragraph in the follow up notes the Chief Amezaga has the authority to grant exceptions but there would be a conflict of interest having him approve his own – who should approve the Chief's exceptions? Think about it and send recommendations

for the addendum and approval for Chief's exceptions to Ana Holman. As discussed, the Board has tentatively agreed to review every six months – who would like to be on the reviewing committee? Will attempt to write a procedure over the next few reviews for future committees

- Michael Carlson and Dora Urias will be the reviewing committee
 - Chief Amezaga summed up the discussion: addendum to current policy for six month review, approval guidelines for Chief Amezaga's exceptions and written review procedures for future reviews.
- d. Discussion, update and possible action re: Purchase of Staff Command vehicle to replace SA542 (9658) in an amount up to \$60,000 with a 15% variance
- Chief Amezaga noted Frank Granados does a lot of work transporting vehicles, picking up parts for district vehicles. Current vehicle has had over \$4,000 in repairs and has over 300,000 miles and has given it's life to the District. Need to replace vehicle; found truck for \$44,700 with 55,000 miles, \$500 deposit. Would need to fly Frank to inspect and pick up vehicle, additional funds would be used for decals, lights and radio installations.
 - Motion to purchase staff command vehicle to replace SA542 (9658) in the amount of \$60,000 with a 5% variance made by Frank Bejarano, second by Brad Beach
 - Motion passed unanimously by verbal vote

MOVED BACK TO 7 a.

- e. 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
 - Chief Amezaga confirmed 24 hour 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
 - Chief Amezaga asked Board members and Eva Barreda to stay for the Executive Session
 - Motion to enter Executive Session made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
 - Entered Executive Session at 7:43 p.m.
 - Returned from Executive Session 8:06
 - Note ii. and iii. read

9. FUTURE MEETING AGENDA ITEMS

- a. Next Board Meeting October 30, 2024 5:30 p.m.
- Hank Thysell noted he will be unable to attend October meeting

10. ADJOURNMENT

- Meeting adjourned at 8:08 p.m. by Dora Urias

Dated this 6 day of 11, 2024.

Rio Rico Medical & Fire District Elected Official

Henry Thysell,  Clerk of the Board