

Minutes of the Regular Meeting of the Elected Officials  
of Rio Rico Medical & Fire District held on December 18th, 2018

1. Meeting called to order by Brad Beach at 5:30 p.m.
2. Pledge of Allegiance.
3. Call to the public. None
4. Oath for new member and current reelected members  
Mike Carlson and Brad Beach sworn in by Dean Davis
5. Roll call for board members.  
Present: Brad Beach, Dean Davis, Mike Carlson & Mike Vohland  
Absent: Frank Bejarano

Change in agenda for presentation of audit – moving to agenda item 8 b.

6. Approval of minutes for District Meeting held on November 27th, 2018.  
Motion made to accept minutes of the District Meeting held November 27, 2018 made by Mike Vohland ,  
second by Dean Davis. Motion passed with verbal votes from Brad Beach, Dean Davis and Mike Vohland;  
Mike Carlson did not vote.
7. Fire Chief's Reports and Staff :
  - a. Call Summary – Total Calls 121                  Fire 4 %     EMS 82%     Other 14 %
  - b. Operational Reports
    - i. Equipment, vehicle, station  
Apparatus summary; Painting E520 & T523 quote higher than planned  
Termite control Station 3 – Jeremy Carrillo - contact for stations maintenance  
Northwest Fire District– waiting for new equipment to be put in service to release old fleet-  
RRMFD has first option on equipment
    - ii. Training: Eva Barreda attended the FLSA for Fire Departments workshop Mesa, Dec 4,5,6  
Eva Barreda & Richard Johnson attended the Intro to HR seminar in Tucson, Dec 12  
Wildland training attended by James Sheldon and Mark South  
HazMat Tech level training in February – will be sending attendees  
Paramedic Training – Oscar Berrellez will begin classes in January, 2019  
Driver Operator training, qualification test and written test concludes in March, 2019 –  
9 spots will be filled  
Captain Certification Class – 3 attendees - ½ way through the class. Original cost \$1700  
however, we will not be required to pay for class  
Live Fire Propane Training - April, 2019 (originally scheduled for January, 2019)\*\*\*\*  
\*\*\*\*\*THIS TRAINING WAS HELD AS ORIGINALLY SCHEDULED, JANUARY,  
15<sup>TH</sup>, 16<sup>TH</sup> AND 17<sup>TH</sup>, 2019  
Union Pacific rail car training January, 2019 (originally scheduled for April, 2019)\*\*\*\*  
\*\*\*\*\*THIS TRAINING WILL BE HELD IN APRIL, 2019  
April probationary Firefighters, Brett Moffit, Josh Hoogeveen and Daniel Acedo are finishing  
their probationary period and training- coming along well and are equally strong.
    - iii. Personnel- Completion of the hiring process brought Carlos Morales, Marlon Posada and  
Guillermo Velasco on as full time personnel, Alfonzo Cortinas and Luis Saenz are our new  
reserves. Each has completed 9 days of internal training including text book, trauma, PTSD,  
EMS, ladder and tenders. Guillermo Velasco was introduced to the Board  
Union President Chris Cruz discussed a new program designed to identify people at risk for PTS.  
Jenny Jeong, Chris Cruz & Tangye Beckham have been trained – debriefing, contact info and  
support through Target Solutions module  
Introduced Paul Ford – Retired from Tucson Fire Department, worked with Rural Metro, has  
engineer and Haz Mat Tech background and also worked with Captain testing and Pima College  
training academy. Will be working with Frank Granados on various projects and training.  
Would like to bring the Driver Operator training to RRMFD. Paul is glad to be affiliated with  
RRMFD and is looking forward to working with all.
    - iv. EMS – Presented by Tangye Beckham  
Continued weekly and monthly trainings  
Will be speaking at the EMS on the Border Conference in January, 2019

RRMFD has been approved for Treat & Refer – only provider in Southern Arizona  
Narcan –used on unconscious, unresponsive individuals (possible overdose). Opioid kits on each  
unit with protective gear

c. Fire Marshall

- i. Inspections and Plans-Calabasas Preschool inspection for DES 2 classrooms  
Community Health Association annual inspection  
Nora Warehouse Phase II follow up inspection-couple items still needed for completion  
Land development near forestry service  
Captain Green worked with George Cluff on the NIFR reports for May through September  
No plan reviews
- ii. Community Events

d. Chief and Labor discussions

January 11, 2019 Employee Appreciation Party to be held at Station 2. Prime Rib dinner, awards and  
Announcement of the Firefighter of the Year

8. Administrative Report:

a. Monthly Financials. Presented by Ana Holman

Cash flow corrected from financial sent with agenda

b. BeachFleischman presentation of Annual Audit –

Mike Vohland announced he uses this audit firm in his business.

Audit presented by Lydia Hunter

No significant findings – new accounting standard for PSPRS & ASRS (asset position)

Areas noted – allowance for bad debts

- Capital assets – reasonable

- Pension

- No difficulties encountered, no disagreements, no shopping for accountants

Presentation - Clean opinion on statements

Internal control consideration

Compliance with state statute section G – budget

Good results

Adjustments - normal; no concerns; financial statements on a one year basis full accrual

- Current assets in line, capital decreased, pension asset position

- Current liabilities decreased – bond payments and PSPRS distribution

- Net pension has decreased – very positive

- Property taxes, ambulance revenue lower, wildland income higher

9. Old Business: None

10. New Business:

a. Discussion and possible action to approve monthly financial reports.

Motion to accept monthly financial reports made by Dean Davis, second by Mike Carlson. Motion  
passed unanimously by verbal vote.

b. Discussion and possible action to approve the HR consultant agreement with Donna J. Hilton Retired HR  
director for Sierra Vista works with Frye Fire. As needed job descriptions, wage scales – Eva will be  
doing daily. Billing fee per hour any portion thereof rounded up to next hour; new may not be embedded  
in budget. Is she asked estimated cost of project to see if it is to our value; good agreement per legal  
counsel. Knit picking may drive her away – recommended by retired City of Tucson HR who is now with  
Marana.

Motion to approve HR consultant agreement with Donna J. Hilton made by Mike Carlson, second by  
Dean Davis. Motion passed unanimously by verbal vote.

c. Discussion regarding the invitation to join a rural opioid planning effort with Mariposa Community Health  
Center - Grant requested by MCHC. Would like Tangye Beckham to attend meetings at the expense of  
MCHC – approximately 34 hours

d. Possible Executive Session – The Fire Board may vote to go into Executive Session pursuant to A.R.S.  
38-431.03(A)(7) for discussion or consultation for the purchase, sale or lease of real property.

- i. Notice: Executive sessions are confidential pursuant A.R.S. section 38-431.03(C).

- ii. Notice: No action is taken during an executive session. Any action taken by the Board will  
take place during an open meeting.

- e. Possible Executive Session – The Fire Board may vote to go into Executive Session pursuant to A.R.S. 38-431.03(A)(3) for discussion or consultation for legal advice with the attorney for the District
  - i. Notice: Executive sessions are confidential pursuant A.R.S. section 38-431.039(C)
  - ii. Notice: No action is taken during an executive session. Any action taken by the Board will take place during an open meeting.Motion to enter executive session for 10 d & e made by Brad Beach, second by Mike Vohland.  
Entered Executive Session at 6:42 p.m.  
Returned from Executive Session at 7:41 p.m.  
Motion to offer \$100,000 for purchase of land made by Mike Vohland, second by Mike Carlson.  
Motion passed unanimously by verbal vote.

- 11. Upcoming meeting discussion:
  - Seal coating and asphalt services for station 3
  - Stabilization study –Alex Kory, Engineer
  - Structural liability indefinite on contractor

January meeting to be held January 29, 2019

- 12. Adjournment:  
Motion to adjourn made by Brad Beach, second by Mike Vohland. Adjourned at 7:44 p.m.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Rio Rico Medical & Fire District Elected Official

*Dr. Frank Bejarano,* \_\_\_\_\_ Clerk of the Board