

Minutes of the Regular Meeting of the Elected Officials
of Rio Rico Medical & Fire District held on September 24th, 2019

1. Meeting called to order by Mike Vohland at 5:30 p.m.
2. Pledge of Allegiance.
3. Call to the public.
 - None
4. Roll call for board members
 - Present: Mike Vohland, Brad Beach and Michael Carlson
 - Absent: Dean Davis and Frank Bejarano
5. Approval of minutes for the District Meeting and Executive Sessions held on August 27th, 2019
 - Motion to approve the minutes of the District Meeting and Executive Sessions held on August 27, 2019 made by Michael Carlson, second by Brad Bead
 - Motion passed unanimously by verbal vote
6. Fire Chief's Reports and Staff Reports:
 - a. Call Summary
 - September calls: 174 EMS 29% IFTs 50% Fire 5% Public Assist 11%
Cancelled/False Alarm 5%
 - b. Operational Reports
 - i. Equipment, vehicle, station
 - New ambulance ordered - Waiting on chassis and color order confirmation
 - Awarded the FEMA AFG Grant for 10 Stryker Power Load Units, \$233,621.
 - Awarded the FEMA AFG Regional Radio Grant, \$129,209. Did not receive full amount, will need to reconfigure number and types of radios. Will be purchasing Bendex King KNG2 radios
 - Four companies have been contacted regarding replacement and installation of projector
 - ii. Training
 - Fire Rescue Specialty training held September 3rd, 17th and 24th
 - Del Campo Drill September 9th through 13th
 - Alternative Fuel Vehicle Fires September 13th
 - DEMA Preparedness and Calculating Effective Response Force Total Time September 17th
 - Upcoming September 28th Stop the Bleed & Active Shooter for the Public
 - Upcoming September 26th and 27th PSPRS Board of Trustees Annual Meeting being attended by Michael Carlson and Adam Amezaga.
 - Executive Fire Officer Leadership course completed by Adam Amezaga
 - iii. Personnel
 - Richard Johnson assisted with the Captains Promotional Assessment center testing with Nogales Fire
 - Chief Amezaga assisted with the Captain and Engineer Promotional oral boards with Nogales Fire
 - Michael Fielder is the newly elected Union President, Chris Cruz is the Secretary/Treasurer
 - Meetings with operational staff found personnel were more receptive. Discussions entailed concerns regarding excessive spending, no control and management of money. It was noted all funding has checks and balances and required approval by the board with information available at the Board meetings and through minutes. Transparency is everything; concrete evidence calms fears and alleviates the tension. Meetings Ana and Adam are having are to educate so there is no misinformation getting back to them. Hopefully, following

Adam's presentations and those by Mr. Cope, hoping this will educate them and reduce some of the fears and help them understand the process.

- Captains are involved in budget process
- iv. Chief and Labor Discussions
 - Misinformation or lack of information - emails sent requesting people for Committees; however, they don't read their emails so are unaware and don't attend District Meetings
- c. EMS - Presented by Tangye Beckham
 - 12 Lead class put on by Air Methods hosted by RRMFD
 - Attended Az. State Fire School and Az. Ambulance Conference
 - Red Cap Training for substance abuse screening in the field and data collection
 - Attended the Crisis Support Training at Az. State Fire School – now a trainer for Crisis Support
 - Attended and presented at the Community Paramedicine Conference in Charleston, S.C.
- d. Fire Marshall - Presented by George Cluff
 - i. Inspections and Plans
 - NFIRS reports have been uploaded for June. Working with Mediview on resubmission of some reports for July and August - in compliance
 - Several inspections done for Nogales
 - Inspections and Certificates of Occupancy done for Rio Rico
 - Question raised regarding the City of Nogales hiring a Fire Marshall. Fire Marshall Cluff was informed there were four candidates for the position; however, the process was incomplete and must be started again
 - First Due Size Up meeting with Deputy Chief Johnson and Fire Marshall Cluff regarding placement/mapping of hydrants, gates and codes (Desert Dawn)
 - Mike Vohland mentioned the need for Class A uniforms
 - ii. Community Events
 - 911 Memorial prior to Del Campo training
 - Pancake Breakfast October 12th
 - Haunted House October 31st

7. Administrative Report:

- a. Presentation of monthly Financial Reports up to August 31, 2019 Ana Holman
 - Bank of America account has \$24,000 balance. Finalized with last active insurance depositor; hoping to close account in October
 - Mike Vohland questioned FDIC insures up to \$200,000 – do we need to consider more than one account. FDIC insures whole amount of government accounts.
 - Transfer to contingency fund and payment for PSPRS held for approval of minutes.
 - Beach Fleischman audit during week of September 16, 2019, Monday through Thursday. Everything went smoothly. Hoping to present in November.
 - Admin and HR attended the ASRS legislative update training in Sierra Vista. ASRS is the retirement system for the administrative. We have an ASRS liability as well
 - Admin update meetings held with A & B shifts. C shift will have their meeting September 25, 2019. Active participation, questions, comments and ideas and homework to do on how we can improve

8. Old Business

- a. Discussion and possible action to amend action taken August 27th to retain Todd Kartchner to include the addition of two SME's (subject matter experts) per Mr. Kartchner's recommendation
 - Brad Beach asked if there would be a cost and who would authorize actual usage. Cost would be as used with Mr. Kartchner's authorization with Ana and/or Chief's approval.

- Motion to amend action taken August 27th to retain Todd Kartchner to include the addition of two SME's per Mr. Kartchner' recommendation made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
 - Nogales Fire Chief at a recent meeting said that he would not recommend the City come after our CON due to cost, but may extend. Presently, they can only transport to Holy Cross, change would allow them to bypass Holy Cross. Collection percentage is very low, wildland billing (done incorrectly), no staff increase, mutual aid.
- b. Discussion and update regarding review of Policies and Procedures
- Chief Amezaga and Eva spoke with Mr. Cope early September regarding policies and procedures review and update and training. More than willing to work with us, review policies, work with us and do training. Price quoted as \$350.00; with update and review of policies procedures (2-3 hours) and training, roughly \$1,000
 - Policies and procedures are written very well and protect the employees
 - Will also review Financial and Board Policies if we prefer. Board recommends review of Financial and Board Policies by Mr. Cope following updates by the Board.
- c. Discussion and possible action to approve the awarded FEMA AFG Grant 5% match in the amount of \$11,681 for the Power Load system for the gurneys
- Motion to approve the FEMA AFG Grant 5% match in the amount of \$11,681 for the Power Load system gurneys made by Michael Carlson, second by Brad Beach
 - Motion passed unanimously by verbal vote
- d. Discussion and possible action to approve the awarded FEMA AFG Regional Radio Grant 10% match in the amount of \$12,921 for radio equipment
- Motion to approve the FEMA AFG Regional Radio Grant 10% match in the amount of \$12,921 for radio equipment made by Michael Carlson, second by Brad Beach
 - Motion passed unanimously by verbal vote
9. New Business:
- a. Discussion and possible action to approve monthly financial reports.
- Motion to approve monthly financial reports made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously by verbal vote
10. Upcoming meeting discussion:
- a. Monthly Board Meeting – October 29, 2019
11. Adjournment:
- Motion to adjourn made by Brad Beach, second by Michael Carlson
 - Motion passed unanimously
 - Adjourned at 6:51 p.m.

Dated this 29th day of OCTOBER, 2019.

Rio Rico Medical & Fire District Elected Official

Michael Carlson,  Clerk of the Board

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