

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD JANUARY 17, 2024**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **January 17, 2024, at 6:00 P.M.** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Jennifer Spears, Clerk Kevin McKinley, and Member Lora Gruner. Member Matthew Messmer and Member Chris Klasen attended virtually.

The following matters were discussed, considered, and decided at the meeting:

1. Call to Order at 6:00 P.M. by Chairperson Jennifer Spears

A. Roll Call –Chairperson Jennifer Spears	Present
Member Chris Klasen	Present – Virtually
Member Kevin McKinley	Present
Member Matt Messmer	Present - Virtually
Member Lora Gruner	Present

- Also attending – Fire Chief James Tucker, Battalion Chief Middleton, On-Duty crew, Administrative Manager Laura Bucklin, and Administrative Assistant Claudia McMullen.

2. Pledge of Allegiance – Fire Chief Tucker led the pledge of allegiance.

3. Date of the next meeting is scheduled for February 15, 2024, at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- St. Rita Church thanked A Shift and B-Shift crews for participating in the 20th Annual Wild Wild Vail Festival.

5. Employee Recognition

- EMS Call of the Quarter – Carondelet Health Network presented Paramedic 291 and Engine 291 C-Shift Crew with a Certificate of Excellence for patient care, effective communication with the hospital, and crucial documentation during a motorcycle accident incident.

6. Consent Agenda

Approval of Consent Agenda – Motion by Clerk McKinley, second by Member Messmer, to approve all items on the Consent Agenda. Motion passed 5 to 0.

A. Approval of December 21, 2023, Regular Board Meeting Minutes.

B. Approval of Boundary Change, Resolution #24-012 Trujillo Residence. (7160 S Red Hill Rd).

7. Reports and Correspondence

A. Board Member Report

- Board Clerk Kevin McKinley attended the AFDA Conference in Laughlin, NV.

B. Fire Chief's Report – Reviewed by the Board. Report on file.

- Both fire stations had roof leaks. Captain Laird repaired station 292. We had an inspection done at 291, and since it is a metal roof, we are waiting for the estimate.
- Both stations also had electrical work done by an outside vendor.
- We have updated our staffing plan to prioritize having three ambulances in service.
- Crews attended several community events.
- Crews had facilities training at the Public Safety Academy. They trained in hose management.
- 19 new housing permits were generated.
- We ran 226 incidents and 121 transports.
- Historical housing and incident data were included in the report.

C. December's Financial Reports – Review, discussion, and possible action of the district's financial status, including monthly summary reports for December 2023. Steven Rodriguez with JVG presented December's financial report.

Key points:

- Revenues for December were \$302,072, which was \$12,413 under budget.
 - Pima County revenue for December is \$156,333, which is \$10,275 under budget.
 - Non-tax levy revenue for December is \$145,739, \$2,138 under budget.
- Expenses for December were \$396,875, which was \$137,247 under budget.
- Fiscal year revenue is \$4,271,377, over budget by \$613,504 and 61.29% of total annual budget.
 - The district received \$267,605 in ARPA funding in September.
- Fiscal year expense is \$2,974,733, under budget by \$465,476 and 42.69% of the total annual budget.

– Motion by Member Gruner, second by Chairperson Spears, to approve the monthly financial reports. Motion passed 5 to 0.

8. Unfinished Business

- A. None.

9. New Business

A. 2024-039 – Review, discussion, and possible action to approve the Arizona Mutual Aid Compact.

- The document was established in 1996, and the revised compact has been attached for your review. The document identifies the terms and procedures for executing mutual aid in emergencies. The document has been reviewed by legal, and no issues were found.

-Motion by Member Messmer, second by Clerk McKinley, to approve the Arizona Mutual Aid Compact renewal. Motion passed 5 to 0.

B. 2024-040 - Discussion and Information on the District's Transition from 10-4 Medical to Banner Occupational Health for Work-Related Injuries.

- On December 28, 2023, we received an email from 10-4 Medical that they will cease operations in Tucson. We have started the process of transitioning to Banner Occupational Health. The plan is to piggyback onto the Northwest Fire District and Golder Ranch Fire District contract. Chief Tucker has already sent Donna Aversa the Draft Rincon Valley Agreement for review. We are getting bids from Banner and 1582 for annual physicals. Chief Tucker should have that information available to you at the February meeting.

-Motion by Chairperson Spears, second by Member Gruner, to enter into an agreement with Banner Occupational Health for occupational health services. Motion passed 5 to 0.

C. 2024-041 - Review, discussion, and possible action to approve a new provider for the Annual NFPA 1582 physicals.

- As previously discussed, 10-4 Medical has ceased operations in Tucson. They were the District's vendor for annual physicals. Chief Tucker has reviewed the quotes from Banner Occupational Health and 1582. He has also contacted two of the area agencies who were using Banner and changed to 1582. He recommends contracting with 1582 for annual physicals.
- The benefits of 1582 include:
 - On-site exams. Will save approximately \$2,000 in overtime expenses.
 - Extensive client base.
- Chief Tucker anticipated this happening and, during budget development, increased the health and wellness line of the FY 23-24 budget by \$11,000. Increase in cost for annual physicals of \$70 for members (22) who require a monitored stress test and an increase of \$275 per physical for other members (27). The total additional cost is \$8,965.
- Board Member Klasen asked about cancer screening. Chief Tucker stated that they provide cancer screening for an additional cost. Chief Tucker is looking into budgeting for this next fiscal year.

-Motion by Clerk McKinley, second by Member Gruner, to enter into an agreement with 1582 for the District's annual physicals. Motion passed 5 to 0.

D. 2024-042 - Review, discussion, and possible action to apply for the AZDFFM Grant for Fire Districts.

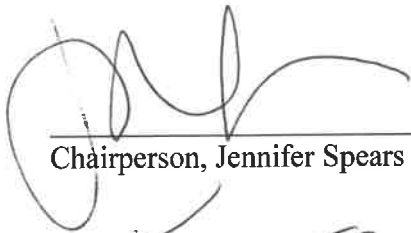
- DFFM has opened up a grant opportunity for fire districts. The total funding available is \$4.9 Million. The minimum award is \$100,000, not to exceed \$400,000 per applicant. Districts with matching funds will strengthen the competitiveness, and projects may be prioritized according to matching efforts. The District needs a Type-6 brush truck. Four bids are attached. They range from \$272,954 to \$344,603. Chief Tucker would like to apply for \$200,000 and have the District cover \$72,954.42 for the truck and up to \$7,000 for additional equipment needs. Capital Budget Expenses do not exceed \$80,000.

-Motion by Member Messmer, second by Clerk McKinley, to authorize the Fire Chief to apply for the DFFM grant for \$200K. Motion passed 5 to 0.

- 10. ADJOURNMENT** - Motion by Chairperson Spears, second by Member Gruner, to adjourn. Motion passed 5 to 0. The meeting adjourned at 6:22 p.m.

Dated this 22nd day of January 2024.

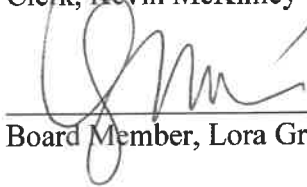
Rincon Valley Fire District Governing Board



Chairperson, Jennifer Spears



Clerk, Kevin McKinley



Board Member, Lora Gruner

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