

**MINUTES OF REGULAR MEETING OF THE
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING
VIRTUAL AND IN-PERSON MEETING
HELD December 15, 2022**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **December 15, 2022 at 6:00 P.M.** Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Clerk Jennifer Spears, Member Kevin McKinley and Member Lora Gruner. Member Matt Mesmer attended virtually.

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

1. Call to Order at 6:01 P.M. by Clerk Jennifer Spears

A. Roll Call –Clerk Jennifer Spears	Present
Member Chris Klasen	Absent
Member Kevin McKinley	Present
Member Matt Messmer	Present - virtually
Member Lora Gruner	Present

- Also attending – Fire Chief Jim Tucker, Battalion Chief Cornejo, Administrative Manager Laura Bucklin, and Administrative Assistant Claudia McMullen.

2. Pledge of Allegiance – Firefighter Jacob Rosson led the pledge of allegiance.

3. Date of next meeting scheduled for January 19, 2022 at 6:00 P.M.

- Confirmed by all board members present.

4. Call to the Public

- Oath of Office and Swearing in Ceremony was held for newly elected Board Member Lora Gruner.

(Item 8-A. The Board moved this item out of order to this section of the agenda).

A. 2023-016 – Review, discussion and possible action to elect Board Officer Positions.

- Our board bylaws require that we hold an organizational meeting each year to establish the officer positions. The two officer positions are chairperson and clerk. The chairperson provides the “administrative force”, signs checks, and signs contracts. The clerk assists the chairperson, causes the agenda, and maintains official records. The bylaws do not specify the selection process.

-Motion by Member McKinley, second by Member Messmer to appoint Jennifer Spears to the position of Chairperson. Motion passed unanimously 4 to 0.

-Motion by Chairperson Spears, second by Member Messmer to appoint Kevin McKinley to the position of Clerk. Motion passed unanimously 4 to 0.

5. Consent Agenda

Approval of Consent Agenda – Motion by Clerk McKinley, second by Member Messmer to approve all items on the Consent Agenda. Motion passed 4 to 0.

- A. Approval of the Minutes of the November 17, 2022 Regular Board Meeting.
- B. Approval of Boundary Change Request – **Resolution #23-007** Vincent and Priscilla Puentes Annexation (111 N. Davidson Rd).
- C. Approval of Boundary Change Request – **Resolution #23-008** Barbara Toddy Annexation (10800 S. Colossal Cave Place).

6. Reports and Correspondence

A. Board Member Report

- No comments.

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

- Chief Tucker has met individually with employees to get feedback.
- RVPD attended several community events in November, including a pet parade in Academy Village.
- One firefighter is still off-duty on a work-related injury; his subsequent follow-up with his surgeon is in mid-January.
- We have outsourced several apparatus repairs over the last few months that we had not anticipated.
- One of our ambulances was involved in a collision. Everyone involved is okay. Chief Tucker spoke with the ambulance manufacturer, and they agreed that a local shop could repair the damage. Our general insurance company will cover the repairs and attempt to be reimbursed by the other vehicle owner/driver involved.

C. November's Financial Reports – Review, discussion and possible action, of the district's financial status including monthly summary reports.

- Monthly Financial Report for the month of November 2022.
- Monthly Expense Report for the month of November 2022.
- Monthly Bank Reconciliations and Balance Sheet for the month of November 2022.

- Motion by Chairperson Spears, second by Member Messmer to approve the district's financial reports and expenses for the month of November 2022. Motion passed unanimously 4 to 0.

7. Unfinished Business

A. 2023-015 – Oath of Office and Badge Pinning of Rincon Valley Fire District Newly Hired Firefighter Jacob Rosson.

- The District was able to hire two additional firefighters in July 2022 to fill pending vacancies. One firefighter filled the vacancy from retired FF/Paramedic Mike Prough. The other firefighter filled a vacancy left by Captain Haller filling a temporary 40-hour position. Our new firefighters are Kamren Overstreet assigned to A-Shift, Station 291 and Jacob Rosson assigned to C-Shift, Station 291.
- Chief Tucker swore in FF Jacob Rosson, and family friends were present to celebrate the occasion.

8. New Business

A. 2023-016 – Review, discussion and possible action to elect Board Officer Positions.

- This item was moved out of order to the beginning of the agenda.

B. 2023-017 - Review and discussion concerning the FY 2021/2022 Ambulance Revenue and Cost Report.

- Arizona Department of Health Services requires us to file an Ambulance Revenue and Cost Report for each fiscal year. No action is needed for this item. Discussion only. No comments from the Board.

The highlights are:

- \$2,176,035 billed (FY 2020-2021= \$1,986,071)
- \$1,088,678 in settlements (FY 2020-2021= \$1,077,079)
- \$104,125 AHCCCS
- \$418,305 Medicare
- \$83,254 District Residents
- \$118,944 Uncollectable

Calculated Operating Expenses \$1,653,697

Local Support \$565,019

- 9. ADJOURNMENT** - Motion by Clerk McKinley, second by Chairperson Spears to adjourn. Motion passed 4 to 0. Meeting adjourned at 6:15 p.m.

Dated this 20th day of December 2022.

Rincon Valley Fire District Governing Board

Chairperson, Jennifer Spears

Clerk, Kevin McKinley

Board Member, Lora Gruner

Board Member, Christopher Klasen

Board Member, Matthew Messmer