

**MINUTES OF REGULAR MEETING OF THE  
RINCON VALLEY FIRE DISTRICT GOVERNING BOARD MEETING  
HELD NOVEMBER 21, 2019**

A public meeting of the Rincon Valley Fire District Governing Board was convened on **NOVEMBER 21, 2019 at 6:00 P.M.** at RVFD Station 2; 14550 E. Sands Ranch Rd. Vail, AZ 85641. Present at the meeting were the following members of the Rincon Valley Fire District Governing Board: Chairperson Michelle Harrington, Clerk Mark Tate, and Member Jennifer Spears.

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

**1. Call to Order** at 6:02 P.M by Chairperson Harrington

A. Roll Call - Chairperson Michelle Harrington	present
Clerk Mark Tate	present
Member Jennifer Spears	present
Member Chris Klasen	absent

- Also attending – Fire Chief Jayme Kahle and Administrative Manager Laura Bucklin. (Sign-in sheet attached).

**2. Pledge of Allegiance** – Chairperson Harrington lead the pledge of allegiance.

**3. Date of next meeting scheduled for December 19, 2019 at 6:00 P.M.**

- Confirmed by three board members.

**4. Call to the Public**

- A Thank You Card from Christ Lutheran Vail Church was presented to the Board for the Firefighters attending the Annual Trunk or Treat Event.
- A Thank You Card from Acacia Elementary School was presented for appreciation of a donation for the Halloween Happening Event.
- Battalion Chief Allen Yalen introduced District Resident Larry Mosher. Mr. Mosher gave a speech regarding his history with Rincon Valley Fire District. He was hired as a firefighter for RVFD in 1986 and worked with Ret. Fire Chief Karen Lundberg. He also wanted to express his heartfelt gratitude toward the staff at St. Joseph's Hospital and RVFD Captain Michael Cassabaum, FF/Paramedic Luis SantaMaria, and FF/EMT Richard Graham for their professionalism and comfort during his emergency.

**5. Consent Agenda**

**Approval of Consent Agenda** – Motion by Clerk Tate, second by Member Spears to approve all items on the Consent Agenda. Motion passed 3 to 0.

- A. Approval of the Minutes of the Minutes of the October 17 2019 Regular Board Meeting.

- B. Approval of Resolution #20-083 Landerville & Felix Annexation (3588 E Kaleidoscope TR).
- C. Approval of Resolution #20-084 Carter Annexation (12221 E Hillcrest Circle).
- D. Approval of Resolution #20-085 Johnson Annexation (5676 S Old Spanish Trail).
- E. Approval of Resolution #20-086 Lyman Annexation (3601 E Calle Agassiz).
- F. Approval of Resolution #20-087 Gacke Annexation (891 N Davidson Canyon).
- G. Approval of Resolution #20-088 Gamble Annexation (2900 E Calle Bacardi).
- H. Approval of Resolution #20-089 Garcia Annexation (13785 E Lipps Ln).
- Approval of Resolution #20-090 Winstanley Annexation (340 N Suntan Dr).

## 6. Reports and Correspondence

- A. **Fire Chief's Report** – Reviewed by the Board. Report on file.
  - Grant Funding. As part of the strategic plan report, Chief Kahle had to account for grant funding. The funds awarded add up to an amazing \$878,268 since 2014.
  - RVFD also participated as a beta tester for Emergency Services Consulting International, a subsidiary of the International Association of Fire Chiefs. We did very well in some areas, but have a significant deficiency in staffing, hazardous materials, and technical rescue (which we have already identified in our CRA-SOC).
  - ISO review. The Insurance Services Office completed their audit. She seemed positive that RVFD would retain our 3/3Y rating. We had no missing information and Rincon has done all it could. The only way to improve our rating is to add more firefighters, add a station, and secure a fire-training academy. We should get a preliminary notice in March 2020.
  - Paramedic Candidates. RVFD now has three firefighters that have been accepted into the paramedic-training program. Although our budget only allows for one, we have found capacity to send all three. We have re-prioritized to pay for two tuitions this year and Pima College is letting us pay for the third candidate in Fiscal 2020/21.
  - SAFER Grant. RVFD received our FEMA grant and have been given clearance to hire on November 18th.
  - PSPRS Reform. The latest update indicates a rate increase of between 2% - 16%. We should know what RVFD's rate will be beginning of 2020.
  - Accounts Payable – Owed \$105,798.89; wildland represents \$95,518.35 of that.
  - Completed a 90-day review of the GRFD EMS billing process. Seems successful thus far. (We have collected \$18,000 more this year compared to last.)
  
- B. **October'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 October 2019.
  - Monthly Expense Report for the month of October 2019.

- Monthly Bank Reconciliations and Balance Sheet for the month of October 2019.

-Motion by Member Spears, second by Clerk Tate to approve the district's financial reports for the month of October 2019. Motion passed 3 to 0.

## **7. Unfinished Business**

### **A. 2020-015 – Review, discussion and possible action concerning the Board Member Vacancy.**

- A Citizen Information Card was filled out by Mr. Richard Katz to introduce himself and address the Board regarding his interest on filling the Board vacancy.
- A Citizen Information Card was filled out by Mr. Kevin McKinley to introduce himself and address the Board regarding his interest on filling the Board vacancy.
- Staff also received and presented letters of interest on behalf of Courtney Bear, and Steven Rodriguez who were not able to attend the meeting.

Chairperson Harrington welcomed those who attended and directed staff to continue to collect letters of interest until the deadline of December 2, 2019. Once all letters have been received, Chairperson Harrington asked staff to submit letters to Board Members and invite the candidates to the December 19, 2019 Board Meeting.

## **8. New Business**

### **A. 2020-016 –Review, discussion and possible action to institute 2019/20 approved Wage Differentials on November 30, 2019.**

- During our last budget process, the Board approved the implementation of wage differentials. The amount was for the entire year, but they were deferred until March of 2020. The differentials were approved to ensure we have the properly trained and qualified personnel in the proper seats. The wage differential are: Engine Boss, Special Operations, Fire Officer I, and Driver/Operator. Since then, RVFD has completed the CRA-SOC project and Key Finding # 5 stated, "There are significant large-scale risks in RVFD." The only way to mitigate those is through adequate numbers of properly trained personnel. Likewise, RVFD needs those people to take on additional duties, such as acting supervisor, wildland engine boss, and driver operator. The only way to increase our numbers is to provide financial incentives. Chief Kahle feels confident that this is a sustainable and much-needed increase for our folks so we can effectively protect our community. The cost was budgeted at \$22,500 per year. If we implement on November 30th, the estimated impact is only \$14,000 for the remainder of this year. Please note that the amount may be less until all certifications are earned.

-Motion by Clerk Tate, second by Member Spears to move to authorize the wage differentials as approved in the 2019/20 Annual Budget to be effective November 30, 2019. Motion passed unanimously 3 to 0.

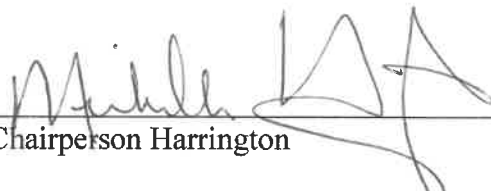
**B. 2020-017 – Badge Pinning Ceremony for New Firefighters Marlon Posada, Lauren Dobbertin, Eric Pettersen, and Danny Gonzales.**


- A Badge Pinning Ceremony was held to congratulate new RVFD Firefighter Paramedic Marlon Posada, Firefighter EMT Lauren Dobbertin, Firefighter EMT Eric Pettersen, and Firefighter EMT Danny Gonzales. Crew Members, family, and friends attended to celebrate the occasion.

**9. ADJOURNMENT** - Motion by Chairperson Harrington, second by Member Spears to adjourn. Motion passed 3 to 0. Meeting adjourned at 6:50 p.m.

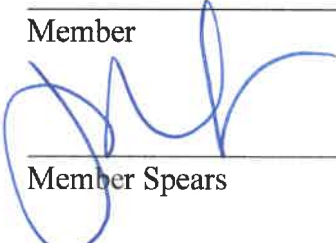
Dated this 25th day of November 2019.

Rincon Valley Fire District Governing Board

  
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Chairperson Harrington

  
\_\_\_\_\_  
Clerk Tate

\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member Spears

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Member Klasen