

BOARD OF FIRE COMMISSIONERS

Kitty Jung, Chair
Bob Lucey, Vice-Chair
Marsha Berkbigler
Vaughn Hartung
Jeanne Herman

FIRE CHIEF

Charles A. Moore

DEPUTY DISTRICT ATTORNEY

David Watts-Vial



Notice of Meeting and Agenda

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

9:00 a.m.

Tuesday, September 20, 2016

**Washoe County Administrative Complex, Commission Chambers
1001 E. Ninth Street, Reno, Nevada**

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later.

The Washoe County Commission Chambers is accessible to the disabled. If you require special arrangements for the meeting, call the Truckee Meadows Fire Protection District Office, 326-6000, 24-hours prior to the meeting.

Time Limits. Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individual action items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Board meeting. Persons may not allocate unused time to other speakers.

Forum Restrictions and Orderly Conduct of Business. The Board conducts the business of the District and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to Public Comments. The Board can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Board will consider, the Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for staff action or to ask that a matter be listed on a future agenda. The Board may do this either during the public comment item or during the following item: **"*Commissioners'/Chief's Announcements, Requests for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda"**.

Pursuant to NRS 241.020, the Agenda for the Board of Fire Commissioner Meetings has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A), Washoe County Courthouse-District Court Administrator/Clerk of Court (75 Court Street), Washoe County Downtown Library (301 South Center Street) and Sparks Justice Court (1675 East Prater Way) and Truckee Meadows Fire Protection District's website at www.washoecounty.us/tmfpd

Support documentation for the items on the agenda, provided to the Board of Fire Commissioners is available to members of the public at the District's Admin Office (1001 E. 9th Street, Bldg. D, 2nd Floor, Reno, Nevada) Sandy Francis, Administrative Assistant I, phone (775) 328-6124 and on the Truckee Meadows Fire Protection District's website at www.washoecounty.us/tmfpd ; and <https://notice.nv.gov>.

All items numbered or lettered below are hereby designated **for possible action** as if the words "for possible action" were written next to each item (NRS 241.020). An item listed with asterisk (*) next to it is an item for which no action will be taken.

9:00am *1. Salute to the Flag

*2. Call to order/roll call

*3. Public Comment - Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.

4. Consent Items:

- A. Approval of minutes from the July 19, 2016 meeting.
- B. Acknowledge and approve a correction to the regular meeting minutes of May 17, 2016 to correct the stated name of Ross Penny to Ross Rytting under Agenda Item No. 3 on page one of said minutes.
- C. Discussion and possible action to approve a Separation Agreement between Truckee Meadows Fire Protection District and Fire Division Chief Timothy Leighton, effective September 20, 2016.
- D. Recommendation to approve Cost of Living Adjustments in base wage of 3% retroactive to July 1, 2016 [FY 16/17 estimated fiscal impact \$23,300], 3.5% beginning July 1, 2017 [FY 17/18 estimated impact \$28,000], and 2.5% beginning July 1, 2018 [FY 18/19 estimated impact \$20,700] for the following Unclassified Management, Non-Represented Confidential and Administrative Employee Job Classification Numbers: 60017775, 60017801, 60017200, 60017850, 60017201, 60017177, 60018226, 60017202, 60017802 and 60017375.
- E. Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016.
- F. Recommendation to approve expenditures for a Firefighter Recognition Event in an amount not to exceed \$10,000.
- G. Accept a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations.

5. Proclamation – Fire Prevention Month
- *6. I.A.F.F Local 3895 Report
- *7. Badge Pinning for promoted personnel and new reserve firefighters
 - Promoted to Logistics Chief Officer
Wayne Cirone
 - Promoted to Fire Captain
Patrick Hughes
 - Promoted to Fire Equipment Operator
Todd Hovenden
Brad Steelman
 - New Reserve Firefighter
Craig Bender
Lucas Nicholson
Daniel Stetson
Cameron Van Ness
- *8. Presentation regarding District station improvements and replacements
- *9. Fire Chief Report:
 - A. Report and discussion related to fire district operations
 - B. Career Statistics and Report for June and July 2016
 - C. Volunteer Statistics and Report for June and July 2016
10. Authorize Staff to prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 for the purpose establishing an insurable interest, to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease, and to commence proceed with bids for a roof replacement.
11. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220.
- *12. Commissioners'/Fire Chief's announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among Commissioners will take place on this item).
- *13. Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.

Adjournment

**BOARD OF FIRE COMMISSIONERS
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT (TMFPD)**

TUESDAY

9:00 a.m.

JULY 19, 2016

PRESENT:

Kitty Jung, Chair
Bob Lucey, Vice Chair*
Marsha Berkgigler, Commissioner
Vaughn Hartung, Commissioner
Jeanne Herman, Commissioner

Jan Galassini, Deputy Chief County Clerk
David Watts-Vial, Legal Counsel
Charles Moore, Fire Chief

The Board convened at 9:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

16-081F AGENDA ITEM 3 Public Comment.

There was no response to the call for public comment.

Chief Moore asked for a moment of silence for the Bureau of Land Management firefighters killed in a recent traffic accident. He said members of the International Association of Fire Fighters Local 3895 were in attendance at their memorial in Winnemucca.

CONSENT ITEMS

16-082F 4A Approval of minutes from the June 21, 2016 meeting.

16-083F 4B Approval of a Cooperative Agreement and associated Annual Operating Plan between the City of Sparks Fire Department and the Truckee Meadows Fire Protection District.

16-084F 4C Discussion and possible approval to revise an existing class specification titled Fire Prevention Specialist (class code 17400/17157) and create two class specifications titled Fire Prevention Specialist I (class code 18181) and Fire Prevention Specialist II (class code 17400) which are flexibly staffed, and delimit unused classification code 17157 for Fire Prevention Specialist (early retirement).

AGENDA ITEM #4A

JULY 19, 2016

PAGE 1

16-085F **4D** Discussion and possible approval of Memorandum of Understanding outlining amendments to Article's 2, 13, 16, and 30 in the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association I.A.F.F. Local 3895.

16-086F **4E** Discussion and approval of a supplemental Employee Assistance Program through the ESI Group (the EAP) for District employees and dependents at an estimated pro-rated cost of \$1,446.65 for the remainder of the 2016 Calendar year and authorize the Chair of the Board of Fire Commissioners to execute the service agreement.

16-087F **4F** Discussion and possible approval of a salary range of \$79,955.20 to \$99,112.00 for Fire Equipment Fleet Manager Position.

There was no response to the call for public comment.

On motion by Commissioner Hartung, seconded by Commissioner Berkgigler, which motion duly carried with Commissioner Lucey absent, it was ordered that the Consent Agenda Items 4A through 4F be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 4A through 4F are attached hereto and made a part of the minutes thereof.

***9:03 a.m.** Commissioner Lucey arrived.

16-088F **AGENDA ITEM 5** I.A.F.F Local 3895 Report.

Ian Satterfield, International Association of Fire Fighters (IAFF) Local 3895 President, stated for the IAFF Local 3895 to provide a report to the Board going forward was great opportunity because it allowed them to present what they had to say and for the Board to ask questions. He said in June, the IAFF Local 3895 conducted a labor management initiative through a grant it received in the amount of \$6,000. Representatives from the IAFF and the Chiefs' Association attended the initiative which was a three day event that included training. He noted after the event, the overall view was that they received the tools necessary to accomplish more things in a collaborative manner. He mentioned in October, the IAFF Local 3895 would hold another Fire Ops 101 event in collaboration with the City of Sparks Fire Department, the Carson City Fire Department, and the North Lake Tahoe Fire Protection District. He reiterated Chief Moore's earlier statement that the IAFF Local 3895 sent two of their members to represent the TMFPD at the memorial for the Bureau of Land Management firefighters who recently lost their lives in a traffic accident. He concluded by stating he was thankful for the IAFF Local 3895 members' hard work putting out all of the fires successfully and safely.

There was no action taken on this item.

16-089F **AGENDA ITEM 6** Fire Chief Report: A) Report and discussion related to fire district operations. B) Career Statistics and Report for May 2016. C) Volunteer Statistics and Report for May 2016.

Chief Moore reported that the TMFPD's call volume for fire incidents had been extraordinarily high, particularly for wildland fires but most notably for structure fires. He noted the causes of wildland fires ranged from humans target shooting to birds and high winds causing power lines to arc. He said he was proud of how the TMFPD responded to and fought the fires aggressively without incurring any staff injuries or losing any structures. He thanked all of the TMFPD's mutual aid and regional partners. He mentioned the Hawken Fire and the fire which broke out near the "S" in the City of Sparks. He spoke about how cheatgrass was fuel for a fire since it burned intensely and fast. He urged the public to be cautious during this time of the year while remarking that someone had started a bonfire in their backyard on a red flag warning day. He said he asked the National Weather Service when the County should expect its monsoon moisture pattern to arrive and he was told they could not yet predict it since it was still many weeks away. He stated he was proud of some of the volunteer agencies. He mentioned the Lemmon Valley volunteers were a model of volunteer reform as they had increased their training and response numbers. He talked about how proud he was of the Silver Lake volunteers who required a few more volunteers and said the TMFPD was assisting them with recruitment. He said the TMFPD was still working with the Palomino Valley volunteers to provide training. He informed Commissioner Herman that the Palomino Valley volunteers were close to obtaining their driver training in order to respond to certain incidents. He noted volunteers were called upon during red flag warning days, during lightning, or during other events where they were needed. He echoed Ian Satterfield's comments about the labor management initiative. He said he looked forward to more collaboration with the TMFPD employees. He remarked he had to look at the broad picture of the organization.

Commissioner Hartung asked Chief Moore whether he had any information on a fatality accident on Pyramid Highway.

Chief Moore replied he would research the information and provide it to Commissioner Hartung via email.

Commissioner Herman asked how the TMFPD could show its appreciation to the Lemmon Valley volunteers.

Chief Moore stated the TMFPD provided the Lemmon Valley volunteers with recliners, and helped spruce up their station with interior paint and new blinds. He mentioned the Red Rock volunteers were being provided with training. He added the TMFPD planned to hold a dinner at the end of the year to recognize the career and volunteer staff members, which had never been done before.

Commissioner Lucey asked whether the inspection of the East Washoe Valley Volunteer Station had been conducted.

Chief Moore noted the inspection would occur at 4:00 p.m.

There was no action taken on this item.

- 16-090F** **AGENDA ITEM 7** Authorize the payment of the workers' compensation insurance for the Truckee Meadows Fire Protection District to the Nevada Public Agency Insurance Pool Public Agency Compensation Trust (PACT), for the period of July 1, 2016 through June 30, 2017 for an annual estimated premium of \$1,097,556.

Chief Moore stated Agenda Item 7 dealt with the TMFPD's insurance renewal and came before the Board due to the size of the payment.

There was no public comment on this item.

On motion by Commissioner Lucey, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 7 be authorized.

- 16-091F** **AGENDA ITEM 8** Discussion and possible approval of Addendum to Interlocal Agreement for Administrative & Technical Services between Washoe County and Truckee Meadows Fire Protection District.

Chief Moore stated the TMFPD currently paid the County for two mechanics to help service their vehicles. In order to provide for more efficiency, the TMFPD sought to hire their own mechanics.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 8 be approved. The Interlocal Agreement for same is attached hereto and made a part of the minutes thereof.

- 16-092F** **AGENDA ITEM 9** Recommendation to award a bid for the remodel of Galena Station #39 located at 4000 Joy Lake Road, Reno, NV to the lowest responsive and responsible bidder, Houston Smith Construction, in the amount of \$210,000, and if awarded, authorize the Chair to execute contract documents upon presentation.

Chief Moore said woodpeckers destroyed most of Galena Station 39's stucco and wood siding on the outside of the building. The building required some repainting and cosmetic repairs. On the inside, the station would be remodeled to have two bathrooms so it would be better prepared to handle gender diversity, and the kitchen also required some remodeling. He noted the goal would be to move the fire station to Mount Rose Highway; however, remodeling the current station would provide a little

more comfort for the staff. He stated the station would be closed down for about a month and a half during the remodel phase during which the interior would be gutted. The TMFPD would wait to proceed with the remodel until the County was at the tail end of wildland fire season. He added there would be some service disruptions at Galena Station 39.

Commissioner Lucey stated Galena Station 39 was an integral station for both his and Commissioner Berkbigler's districts which covered the Galena Forest. He asked where the firefighters would be relocated during the closure of the station.

Chief Moore replied the TMFPD would likely add a fourth crew to Arrowcreek Station 36. He added there was not really a plan in place since the remodel would not occur for some time. Firefighters would be kept concentrated in and around the area.

Commissioner Lucey noted the amount of the remodel work came in lower than what was initially budgeted. He asked whether there was potential for change orders due to unforeseen issues or for a price increase.

Chief Moore commented that there would always be a potential for change orders; however, he was relatively confident in the quality of the contractor. He said there was enough money to cover any contingency. He added the heating, ventilation, and air conditioning system needed to be redone. The remodel of the station would provide the TMFPD anywhere from three to five years of continued, consistent operations. He concluded by stating the bid was substantially lower than another bidder and the reputation of the contract was high.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 9 be awarded.

16-093F **AGENDA ITEM 10** Discussion and possible approval of the annual performance evaluation for Truckee Meadows Fire Protection District Fire Chief including (but not limited to) discussion regarding results, goals, and objectives.

Chief Moore noted the Human Resources Department sent out a survey to all of the Board approved recipients, and all of their comments had been returned. A summary was provided within the report.

Commissioner Hartung said it was obvious Chief Moore was doing a phenomenal job. He highlighted the Hawken Fire as proof of Chief Moore's performance. He stated Chief Moore's position was tough in that he had to balance a lot of issues at the same time. He believed Chief Moore had accomplished all of the

objectives and goals set forth, and he thought it was time the Board discussed a merit increase as Chief Moore was the least paid in the region.

Commissioner Lucey stated he respected a lot of the high remarks on Chief Moore's behalf. He noted Chief Moore was a valuable asset to the TMFPD and his leadership had been monumental. He thought it would be important for Chief Moore to work on the areas in which he found himself below the 50 percent average on the survey. He agreed with Commissioner Hartung about the merit increase discussion.

Commissioner Berkbighler supported Commissioners Hartung's and Lucey's comments. She appreciated the focus Chief Moore had placed on succession planning and his leadership on the Hawken Fire. She also supported a merit increase.

Commissioner Herman agreed with the other Commissioners' comments and she said Chief Moore definitely deserved a raise.

Chair Jung said she thought Chief Moore received an excellent review. She expressed her support for succession planning and the possibility of holding a longer fire academy for new recruits. She thought those issues might be a goal for Chief Moore in the coming year. She mentioned the TMFPD Fire Chief had a larger budget and was responsible for a larger area than his counterparts. She added she had asked Chief Moore to use staff time to figure out what a fair and balanced salary would be.

Chief Moore stated the importance of strengthening the TMFPD's middle managers and captains. He noted there were several individuals who quickly moved up the ranks to the captain level, and he wanted to focus on providing support to them since they were the ones who set the tone and culture of the organization. He added he could not please everyone and had to look at the overall strength and health of the organization; as well as, its direction. He said he was lucky to have a very energized and capable staff. He was very pleased with what the TMFPD had done in the last five years and he looked forward to what it would be able to do the next five years.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, it was ordered that Agenda Item 10 be approved.

16-094F **AGENDA ITEM 11** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

There was no closed session.

16-095F AGENDA ITEM 12 Announcements/Reports.

Commissioner Herman spoke about how some County residents had not kept up their land in order to avoid fire dangers. She asked Chief Moore to come up with a way to police those property owners to prevent fire dangers.

Commissioner Hartung stated he would like to see a Capital Improvement Plan to update Fire Station 17. He noted Fire Station 17 received the second highest call volume in the region and was an aging piece of infrastructure. He asked Chief Moore to provide him an update regarding a grant the County had applied for to purchase additional LUCAS Chest Compression Units.

16-096F AGENDA ITEM 13 Public Comment.

Cathy Brandhorst spoke about matters of concern to herself.

* * * * *

9:37 a.m. There being no further business to discuss, the meeting was adjourned without objection.

KITTY K. JUNG, Chair
Truckee Meadows Fire
Protection District

ATTEST:

NANCY PARENT, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District

Minutes Prepared By:
Michael Siva, Deputy County Clerk



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 7, 2016
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Nancy Parent, Washoe County Clerk
Phone: (775) 784-7287 Email: nparent@washoecounty.us
THROUGH: Charles Moore, Fire Chief
Phone: (775) 328-6213 Email: cmoore@tmfpd.us
SUBJECT: Acknowledge and approve a correction to the regular meeting minutes of May 17, 2016 to correct the stated name of Ross Penny to Ross Rytting under Agenda Item No. 3 on page one of said minutes. (All Commission Districts)

SUMMARY

This matter is brought to the Board's attention to publicly revise as above the stated name of Ross Penny to Ross Rytting in the meeting minutes of May 17, 2016, which were approved by the Board on June 21, 2016.

Strategic Objective supported by this item: *Regional and Community Leadership.*

PREVIOUS ACTION

On June 21, 2016 the Board approved the minutes of the May 17, 2016.

BACKGROUND

Due to a clerical error, the name of Ross Rytting was incorrectly stated as Ross Penny in Agenda Item No. 3 on page one. A revised page one is attached hereto.

FISCAL IMPACT

No Fiscal Impact.

RECOMMENDATION

It is recommended that the Board:

Acknowledge and approve a correction to the regular meeting minutes of May 17, 2016 to correct the stated name of Ross Penny to Ross Rytting under Agenda Item 3 on page one of said minutes.

POSSIBLE MOTION

A possible motion to staff could be:

"I move to acknowledge and approve a correction to the regular meeting minutes of May 17, 2016 to correct the stated name of Ross Penny to Ross Rytting under Agenda Item 3 on page one of said minutes."

**BOARD OF FIRE COMMISSIONERS
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT (TMFPD)
SIERRA FIRE PROTECTION DISTRICT (SFPD)**

TUESDAY

9:00 a.m.

MAY 17, 2016

PRESENT:

Kitty Jung, Chair
Bob Lucey, Vice Chair
Marsha Berkbigler, Commissioner
Jeanne Herman, Commissioner

Nancy Parent, County Clerk
David Watts-Vial, Legal Counsel
Charles Moore, Fire Chief

ABSENT:

Vaughn Hartung, Commissioner

The Board convened at 9:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

16-046F AGENDA ITEM 3 Public Comment.

Ian Satterfield, President of the International Association of Fire Fighters (IAFF) Local 3895 said that the past month had been an incredibly busy month for them. He stated Local 3895 participated in the Wildland Fire Fighters Foundation Softball Tournament and raised \$300. He said they and the Washoe County Sheriff's Office organized and participated in the Guns for Hoses Golf Tournament. He indicated 144 golfers participated and the tournament raised \$19,153 for the Northern Nevada Children's Cancer Foundation. He proudly stated Local 3895 was victorious and took home the trophy. He said Local 3895 donated money to a victim of domestic violence so she could have a place to stay for the night. He said Captain Wayne Cirone donated \$500 to the Adopt a Vet Dental Program and also organized, with the assistance of the South Valleys Volunteer Fire Department, the installation of a concrete driveway for Captain Tim Lucich's house. Captain Lucich was diagnosed with cancer and lost one of his legs due to complications. He noted Kirk Harris retired after 30 years of service and he would be greatly missed. He said they would be hosting a retirement party for Mr. Harris, Ross Rytting, and Bill Winchester on June 12th at Rancho San Rafael Park to thank them for their service to the community. He said Local 3895 would host the annual Kids Fire Camp in June and he thanked the members for their participation.

William T. Steward commented it was an election year and he talked about the possibility there would be new members on the Board and on the Reno and Sparks



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 12, 2016
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible action to approve a Separation Agreement between Truckee Meadows Fire Protection District and Fire Division Chief Timothy Leighton, effective September 20, 2016.

SUMMARY

This item is for discussion and possible action to approve a Separation Agreement between Truckee Meadows Fire Protection District and Timothy Leighton effective September 20, 2016.

Strategic Objective supported by this item: *Safe Secure and Healthy Communities*

PREVIOUS ACTION

On September 24, 2013, the Board of Fire Commissioners approved an Employment Agreement between Truckee Meadows Fire Protection District and Timothy Leighton.

BACKGROUND

Chief Moore has been in the process of developing a succession plan for the next generation of TMFPD leadership across all ranks over the last few months. Chief Leighton has expressed that he did not want to be involved in the succession planning process nor did he want to be involved in the training of his replacement as Deputy Chief.

The Employment Agreement entered into with Chief Leighton provides for certain pay and benefits upon the separation of Leighton from employment depending on the circumstances of that separation. In order to allow succession planning to proceed prior to the expiration of the Employment Agreement and out of recognition of Chief Leighton's 28 years of service to the District, an agreement was reached with Chief Leighton which allows him to retire and receive the severance pay called for in the Employment Agreement plus an increase in the sick leave payout provided for in the Employment Agreement.

FISCAL IMPACT

The District has funds budgeted to cover costs associated with early conclusion of the Employment Agreement.

RECOMMENDATION

Staff recommends approval of a Separation Agreement between Truckee Meadows Fire Protection District and Timothy Leighton effective September 20, 2016.

POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion would be:

"I move to approve the Separation Agreement between Truckee Meadows Fire Protection District and Timothy Leighton effective September 20, 2016."

SEPARATION AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of September, 2016, by and between the Truckee Meadows Fire Protection District Board of Fire Commissioners, hereinafter referred to as "TMFPD" or "Employer", and Timothy Leighton, employee of TMFPD, hereinafter referred to as "Leighton" or "Employee", both of whom do hereby agree as follows:

W I T N E S S E T H:

WHEREAS, pursuant to an employment agreement signed by Employer and Employee on October 8, 2013, Leighton is currently employed by TMFPD as a Fire Division Chief; and,

WHEREAS, TMFPD has been in the process of developing a succession plan for the next generation of TMFPD leadership across all ranks; and,

WHEREAS, Leighton has expressed his desire not to be involved in the succession planning process; and,

WHEREAS, TMFPD desires to move the succession plan forward prior to expiration of the Employment Agreement; and,

WHEREAS, the Employment Agreement provides for certain pay and benefits upon the separation of Leighton from employment; and,

WHEREAS, the Parties have met and conferred and discussed the rights and duties of each Party to the Employment Agreement; and,

WHEREAS, the Parties disagree as to the intent and purpose and effect of the severance pay provision in the Employment

Agreement at Section 2 which, in defined circumstances, requires the Employer to pay to Employee 6 month's salary as severance pay; and,

WHEREAS, TMFPD desires to recognize Leighton for his 28-plus years of service to TMFPD, and both Parties desire to resolve all issues arising out of Leighton's employment and the Employment Agreement; and,

WHEREAS: the Parties, Leighton and TMFPD, have reached an Agreement in which they agree to fully and completely compromise and settle all matters related to the Employment Agreement, Leighton's employment, and his separation therefrom:

NOW, THEREFORE, based on the foregoing premises and the following covenants, terms and conditions, the Parties hereto agree to compromise and settle all issues in regard to Leighton's employment and all matters arising out of or connected thereto, as follows:

1. Retirement Date. Leighton has indicated his desire to retire and therefore Leighton's last day of employment with the TMFPD shall be September 20, 2016, at which point Leighton will be coded as retired.

2. Leave Payouts. Leighton will receive payment of all leave banks as described in his Employment Agreement which include vacation, compensatory time earned, holiday compensatory time earned, and a pro-rated career incentive. Leighton shall receive

payment for 1,334.60 hours of accrued sick leave.

3. Severance Pay. The Parties agree the TMFPD will pay severance to Leighton of 6 month's salary as described in Section 2.C of the Employment Agreement.

4. Health Benefits. Pursuant to the Employment Agreement Section 6.B, Employer shall pay 50% of the employee only retiree health insurance premium upon Leighton's retirement, as provided for in the TMFPD Retiree Health Benefit Program.

5. Resolution of All Claims. Employee and TMFPD agree that all issues and matters arising out of or connected with his employment and/or separation of employment with TMFPD are hereby settled and resolved by this Separation Agreement and that no claim or cause of action relating to those issues and matters will survive the execution of this Agreement.

6. Waiver and Release. Employee, for and in consideration of the execution of this Separation Agreement, agrees to waive and to release TMFPD and its employees and representatives from any and all damages, liabilities, expenses and costs with regard to any and all grievances, complaints and legal causes of action which Leighton now has, or may be able to maintain in the future, or for any person(s) claiming by or through Leighton, based upon Leighton's employment with, or separation of employment from, the TMFPD. Without limiting the generality and applicability of the foregoing, such waiver and release includes all claims and causes of action that could be brought and maintained under the Americans

with Disabilities Act, as amended, the Age Discrimination in Employment Act, the Family Medical Leave Act, Title VII of the Civil Rights Act of 1964, as amended, and any and all state laws providing similar protections.

7. Nothing in this Agreement is intended to, nor does it, release, waive, diminish or expand any rights that Leighton has to a legal defense or indemnification as a former TMFPD employee consistent with that to which any other TMFPD management official was entitled before September 20, 2016.

8. Nothing in this Agreement is intended to, nor does it, release, waive, diminish or expand any rights that Leighton has to benefits under the "Heart and Lung Bill" provisions of NRS Chapters 616A through D, and NRS Chapter 617.

9. Leighton represents and warrants that he has been advised to consult with an attorney prior to executing this Agreement and that Leighton was provided the opportunity to have the contents of this Separation Agreement, and the meaning of its terms, reviewed and explained to him by legal counsel of Leighton's choice and that Leighton has actively sought and freely entered into this Agreement voluntarily and with full knowledge of its legal significance.

10. This Separation Agreement contains the entire agreement of the Parties as to those matters covered hereunder and supersedes any oral or written understandings or agreements between the aforementioned Parties. No agreement, statement,

representation, or promise by any party hereto which is not contained herein shall survive the execution of this Agreement. The original of this Agreement shall be maintained in Leighton's personnel file.

11. This Separation Agreement cannot be altered or modified except by virtue of a written agreement signed by all of the Parties hereto.

12. This Agreement follows and conforms with the criteria set forth in the Older Workers Benefit Protection Act of 1990 [OWBPA], Public Law 101-433 in that it is made:

a. Knowingly and voluntarily; and

b. Provides consideration beyond what Leighton is otherwise entitled to, to-wit: TMFPD agrees, subject to the foregoing terms and conditions, to pay Leighton six (6) months of salary as severance pay at the employees' current hourly wage rate.

13. This Agreement constitutes notification of Leighton by Employer that Leighton is advised that he should consult with an attorney before signing the agreement and that Leighton has seven (7) calendar days after executing this Agreement to revoke the waiver of any age discrimination in employment claims.

14. After consulting with an attorney of independent selection, by executing this Agreement and accepting said severance pay of six (6) month's pay, Leighton acknowledges that he has been fully and completely advised of his rights under the

OWBPA and hereby waives the twenty-one (21) day period provided under the Age Discrimination in Employment Act for consideration of any of the covenants, terms and conditions contained in this Agreement.

15. Consistent with the intent and terms of this Separation Agreement, Leighton agrees to file all documents necessary to effectuate the dismissal of any grievances, filings or complaints of whatever kind which he may have filed and further agrees that the failure of the EEOC, EMRB, a Court or any other entity to dismiss any action shall nullify this Agreement in its entirety.

16. Each Party hereto shall be responsible for their own costs and fees of whatever kind or nature, including attorney's fees, incurred in connection with the subject matter of this Agreement.

17. This Separation Agreement is the compromise of disputed claims and any agreements and representations by any Party hereto shall not be construed as an admission of liability on the part of any Party to this Agreement, which liability is expressly denied by each Party hereto.

18. Severability. If any provision of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the parties shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar in effect to the deleted provision as possible. The remaining portion of the Agreement not declared illegal, invalid, or

unenforceable shall, in any event, remain valid and effective for the term remaining unless the provision found illegal, invalid, or unenforceable goes to the essence of this Agreement.

19. Applicable Law And Exclusive Forum. The Parties agree that this Agreement is entered into in the State of Nevada and shall therefore be governed by the laws of Nevada without resort to conflict of laws principles. The Parties also consent to jurisdiction in the state and federal courts of Nevada and agree that such courts shall have exclusive jurisdiction over disputes arising out of the interpretation of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have hereafter set their hands the day and year hereinafter written.

Truckee Meadows Fire Protection District

Date: _____

By: _____
Chair, Truckee Meadows Fire
Protection District Board of Fire
Commissioners

Employee

Date: 9/14/16

By: 
Timothy Leighton



9-14-16



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 9, 2016

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us

SUBJECT: Recommendation to approve Cost of Living Adjustments in base wage of 3% retroactive to July 1, 2016 [FY 16/17 estimated fiscal impact \$23,300], 3.5% beginning July 1, 2017 [FY 17/18 estimated impact \$28,000], and 2.5% beginning July 1, 2018 [FY 18/19 estimated impact \$20,700] for the following Unclassified Management, Non-Represented Confidential and Administrative Employee Job Classification Numbers: 60017775, 60017801, 60017200, 60017850, 60017201, 60017177, 60018226, 60017202, 60017802 and 60017375. (All Commission Districts)

SUMMARY

The Board of Fire Commissioners has in the past adopted the similar Washoe County Cost of Living Adjustment (COLA) for employees not covered by a bargaining agreement. If approved, a COLA of 3% retroactive to July 1, 2016, 3.5% beginning July 1, 2017, and 2.5% beginning July 1, 2018 for Unclassified Management and Non-Represented Confidential and Administrative employees is the same as the Board of County Commissioners approved on September 13, 2016 for Washoe County Unclassified Management and Non-Represented Confidential employees.

Strategic Objective supported by this item: *Valued, Engaged Employee Workforce*

PREVIOUS ACTION

October 22, 2013, the Board approved a 1% Cost of Living Adjustment in base wage effective July 1, 2013, a 1% PERS contribution in lieu of wage increase effective July 15, 2013, and a 1% Cost of Living Adjustment effective January 1, 2014 for Unclassified Management and Non-Represented Confidential and Administrative employees.

June 24, 2014, the Board approved a 1.5% Cost of Living Adjustment in base wage effective July 1, 2014 and a 1% Cost of Living Adjustment in base wage effective January 1, 2015 for Unclassified Management and unrepresented Confidential and Administrative employees.

September 15, 2015, the Board approved a 3.0% Cost of Living Adjustment in base wage effective July 1, 2015 for Unclassified Management and Non-Represented Confidential and Administrative employees.

BACKGROUND

The Board of Fire Commissioners has in the past adopted the same Cost of Living Adjustment (COLA) for unrepresented employees as has been approved for Washoe County Unclassified Management and Non-Represented Confidential employees. The recommendation for salaries for these groups is a COLA of 3% retroactive to July 1, 2016, 3.5% beginning July 1, 2017, and a COLA of 2.5% beginning July 1, 2018 for the same employees is commensurate with the approval the Board of County Commissioners gave on September 13, 2016 to Washoe County Unclassified Management and Non-Represented Confidential employees.

FISCAL IMPACT

The fiscal 2016/2017 impact associated with this recommendation is estimated at \$23,300 and sufficient funding exists in the approved FY2016/2017 budget. The annual FY17/18 and FY18/19 fiscal impacts are estimated at \$28,000 and \$20,700 respectively and will be included in the FY17/18 and FY18/19 budgets.

RECOMMENDATION

It is recommended that the Board of Fire Commissioners approve Cost of Living Adjustments in base wage of 3% retroactive to July 1, 2016 [FY 16/17 estimated fiscal impact \$23,300], 3.5% beginning July 1, 2017 [FY 17/18 estimated impact \$28,000], and 2.5% beginning July 1, 2018 [FY 18/19 estimated impact \$20,700] for the following Unclassified Management, Non-Represented Confidential and Administrative Employee Job Classification Numbers: 60017775, 60017801, 60017200, 60017850, 60017201, 60017177, 60018226, 60017202, 60017802 and 60017375.

POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion would be:

"I move to approve Cost of Living Adjustments in base wage of 3% retroactive to July 1, 2016 [FY 16/17 estimated fiscal impact \$23,300], 3.5% beginning July 1, 2017 [FY 17/18 estimated impact \$28,000], and 2.5% beginning July 1, 2018 [FY 18/19 estimated impact \$20,700] for the following Unclassified Management, Non-Represented Confidential and Administrative Employee Job Classification Numbers: 60017775, 60017801, 60017200, 60017850, 60017201, 60017177, 60018226, 60017202, 60017802 and 60017375."



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 14, 2016
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016. (All Commission Districts)

SUMMARY

Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

On May 17, 2016 the Board of Fire Commissioners approved an action to create a position in Concept titled Fleet Manager and authorization to reclassify one position of Fire Mechanic to Fire Equipment Fleet Manager.

On July 19, 2019 the Board of Fire Commissioners Approved a salary Range for Fire Equipment Fleet Manager.

BACKGROUND

The position of Fire Equipment Fleet Manager will be in charge of Truckee Meadows Fire Protection District fleet operations and will have a subordinate Fire Mechanic and Fire Mechanic/Logistics Assistant as direct reports.

The level of responsibility to keep the fleet functioning is high and is a mission critical component of our operation. A well maintained fleet is a vital part of ensuring reliability of service delivery and keeping our citizens safe. The Fire Equipment Fleet Manager will not only be in charge of fleet maintenance but will also assist in budget recommendations and formulating specifications for new fire truck acquisitions. This position must have a high level of working knowledge of fire equipment, apparatus and special components of that fire equipment.

The Truckee Meadows Chief Officers Association has submitted a request to add this position to their bargaining agreement (attached).

AGENDA ITEM #4E

FISCAL IMPACT

The Fire Equipment Fleet Manager's salary of \$79,955.20 was included and approved within the FY 16/17 budget.

RECOMMENDATION

It is recommended the Board of Fire Commissioners approve to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

"I move to approve to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016."

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING (this “Agreement”) is entered into this 20th day of September, 2016 (“Effective Date”) by and between Truckee Meadows Chief Officers Association (“UNION”) and Truckee Meadows Fire Protection District (DISTRICT), a fire district formed under NRS Chapter 474 and are hereinafter collectively referred to as the “Parties”.

RECITALS

WHEREAS, the DISTRICT and UNION have entered into a Collective Bargaining agreement dated June 21, 2016, which agreement expires June 30, 2019 (LABOR AGREEMENT); and,

WHEREAS, the DISTRICT created the position of “Fire Equipment Fleet Manager” and provided for funding of the same; and,

WHEREAS, in a letter dated August 20, 2016, the UNION requested that position be represented by the UNION; and,

WHEREAS, the DISTRICT finds that there is a sufficient community of interest in the position to merit representation by the DISTRICT; and,

WHEREAS, the Parties have mutually agreed to amend certain articles and provisions of the LABOR AGREEMENT to reflect the representation by the UNION of the new position as well as a negotiated salary range for the same, which amended provisions shall apply during the term of the LABOR AGREEMENT

NOW THEREFORE, the Parties hereby agree as follows:

Fire Equipment Fleet Manager Position

ARTICLE 2 – RECOGNITION

Paragraph A. shall be amended to read as follows:

A. The District hereby recognizes the Association as the exclusive bargaining agent for the following management personnel in the Truckee Meadows Fire Protection District including but not limited to:

1. Battalion Chief
2. Chief Officer – Logistics

3. Fire Marshal
4. Fire Equipment Fleet Manager

ARTICLE 13 – SALARIES

Paragraph A shall be amended to read as follows:

- A. These pay rates shall be effective as of July 1, 2016 and are reflected in the salary schedule attached hereto as Appendix A and by reference incorporated herein.

1. Battalion Chief
2. Chief Officer – Logistics
3. Fire Marshal
4. Fire Equipment Fleet Manager*

*Salary range approved by the Fire Board on July 19, 2016.

APPENDIX A – SALARY SCHEDULE

Appendix A – Salary schedule is amended to include the following “Addendum”

Classification	Step	Hourly Rates		
		07/19/16 FY 16/17	2.50% COLA 07/01/17 FY 17/18	2.25% COLA 07/01/18 FY 18/19
Fire Equipment Fleet Manager	1	\$38.44	\$39.40	\$40.29
(2080 Hours)	2	\$40.55	\$41.56	\$42.50
Regular PERS	3	\$42.78	\$43.85	\$44.84
	4	\$45.13	\$46.26	\$47.30
	5	\$47.65	\$48.84	\$49.94

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date written below.

Signed this 20th, day of September 2016 for the:

**TRUCKEE MEADOWS
CHIEF OFFICERS ASSOCIATION**

**TRUCKEE MEADOWS FIRE
PROTECTION DISTRICT**

Chris Ketrang, President

Charles Moore, Fire Chief

TRUCKEE MEADOWS

CHIEF OFFICERS ASSOCIATION

August 20th, 2016

Charles Moore
Fire Chief
1001 E. 9th St.
Reno, NV. 89512

Dear Chief Moore,

With the creation and Board of Fire Commissioner approval of the Fleet Manager position on May 16, 2016, the Truckee Meadows Chief Officers Association believes this supervisory position should be included within the CBA of the TMCOA as listed in Article 2 Recognition Section B.

Due to a salary range already established and agreed upon between the District and employee for the position, no further discussions or negotiations for salaries are requested by the TMCOA.

The following articles would need to be opened;

Article 2 Recognition- Addition of Fleet Manager.

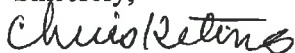
Article 13 Salaries-Addition of Fleet Manager Position.

Appendix A Salary Schedule- Addition of Fleet Manager with steps and hourly pay rates.

Additionally all of the other 40 hour employee provisions appear to be included within the current CBA.

I would also recommend since the CBA will be open we add the same provisions for the EMS/Training Division or Battalion Chief position. This would prevent us from having to go back to the Board of Fire Commissioners in the future for approval.

Sincerely,



Chris Ketring
TMCOA, President



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 6, 2016
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Recommendation to approve expenditures for a Firefighter Recognition Event in an amount not to exceed \$10,000. (All Commission Districts)

SUMMARY

This is a request that the Board of Fire Commissioners approve expenses associated with renting a venue, providing light appetizers, awards and other supplies for a Firefighter Recognition Event in an amount not to exceed \$10,000.

Strategic Objective supported by this item: *Valued, Engaged Employee Workforce*

PREVIOUS ACTION

None

BACKGROUND

This will be the inaugural firefighter recognition event to say thanks to our career and volunteer firefighters. This item was identified in the current strategic plan. The inaugural initiative is being implemented to include the following:

- Introduction and distribution of service recognition certificates
- Honoring employee and volunteer of the year.
- Red Heart Program, providing pins of appreciation for firefighters who go above and beyond in serving the public (championed by Commissioner Vaughn Hartung)
- Review the past year and District accomplishments

Staff is recommending renting a venue for an evening event. Employees and volunteers will be recognized for their service to the community.

The tentative date of the event is Friday, November 4, 2016.

FISCAL IMPACT

There is sufficient funding available within the approved FY 2016/2017 General Fund budget.

RECOMMENDATION

It is recommended that the Board of Fire Commissioners approve expenditures for a Firefighter Recognition Event in an amount not to exceed \$10,000.

POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion would be:

"I move to approve expenditures for a Firefighter Recognition Event in an amount not to exceed \$10,000."



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 12, 2016
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Accept a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations. (All Commission Districts.)

SUMMARY

Accept a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District (TMFPD) to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities.*

PREVIOUS ACTION

In the past the Board of Fire Commissioners has taken action to accept donations from various agencies to Truckee Meadows Fire Protection District.

BACKGROUND

TMFPD has identified a need for a storage tank for water resources in the north region of the District. The Volunteer Station Manager at Station #221 provided a contact at Kinder Morgan Inc. who wanted to gauge the District's interest accepting a donation of a 5000 gallon water tank. Station #221's water supply currently comes from a well located on the property. This tank would allow for quick access to a fairly large amount of water by District Career and Volunteers personnel for tender and engine water refill.

The District would need to expend some funds to relocate the tank, prepare a concrete pad, provide a pump and to reconfigure some piping to make it operable.

FISCAL IMPACT

The costs to relocate the tank, prepare a concrete pad, provide a pump and to reconfigure some piping to make it operable is estimated at \$7,500. Sufficient funding exists in the current FY 16/17 budget.

RECOMMENDATION

Staff recommends accepting a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations.

POSSIBLE MOTION

Should the Board agree with staff's recommendation a possible motion would be:

"I move to accept a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations."

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT BOARD OF FIRE COMMISSIONERS

~PROCLAMATION~

- WHEREAS,** Truckee Meadows Fire Protection District Board of Fire Commissioners are committed to ensuring the safety and security of all those living in and visiting our county and fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and
- WHEREAS,** Home fires killed more than 3,280 people and fire departments responded to 1,345,500 home fires in the United States in 2015 (an increase of 3.7% from 2014) according to the National Fire Protection Association, and, Truckee Meadows Fire Protection District's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention, protection and education; and
- WHEREAS,** Three out of five home fire deaths occur at night, when most people are asleep and in homes with no smoke alarms or no working smoke alarms; and a fire can become deadly within a matter of minutes and every second counts; and
- WHEREAS,** Having a working smoke alarm in every bedroom and outside each sleeping area provides early notification of a fire; and working smoke alarms cut the risk of dying in reported home fires in half; and Truckee Meadows Fire Protection District's residents should make sure that they have a working smoke alarm in every bedroom, change the battery every six months and install new smoke alarms every ten years; and
- WHEREAS,** The 2016 Fire Prevention Week theme, "Don't Wait - Check the Date" effectively serves to remind us to replace smoke alarms every ten years;

THEREFORE, The Board of Fire Commissioners does hereby proclaim October 2016 is

~Fire Prevention Month~

and urges all citizens to make ensure they have working smoke alarms installed in every bedroom, practice a home escape plan and test their smoke alarms every 6 months.

Dated this 20th Day of September, 2016

Kitty K. Jung, Chair
Truckee Meadows Fire Protection District
Board of Fire Commissioners



MEMORANDUM

September 13, 2016

To: Board of Fire Commissioners
Truckee Meadows Fire Protection District

Fm: Charles A. Moore, Fire Chief

Re: Fire Chief's Report and Statistics for June and July 2016

This report highlights fire district operations for the month of June and July 2016 and details statistical summaries for career and volunteer operations and training.

Highlights of other District matters are as follows:

Station 14 Development and Progress Report:

The Design Team has advanced plans to the design development phase. The Special Use Permit (SUP) will be submitted at the next application on October 15.

The site layout has been substantially reworked to allow the building to reflect the topographic change from front to back. The residential portion of the building has been moved to the east and lowered in elevation relative to the truck bays. Truck bays have been moved to the west. This resulted in substantially less fill needed to accommodate the building pad. Cost estimates are now in line with the budget.

The Architect will complete construction documents by the end of the year and the project will commence construction in the spring, as soon as the site is clear of snow. The CMAR contractor will bid the project with their subcontractors between January 2017 and March 2017. Completion of the building remains on track for occupancy around December 2017. A revised site and floor plan is provided at the end of this memo.

Ballistic Vests:

The District is implementing a plan to outfit each structural paramedic engine with 3 ballistic vests and each Chief Officer and the Safety/Training Officer with one vest. This action anticipates the District will have some role in some future active shooter incident.

Planning and implementation will be coordinated by one of our Paramedic Captains who is also a P.O.S.T certified law enforcement officer. He has 5 years of experience as a reserve

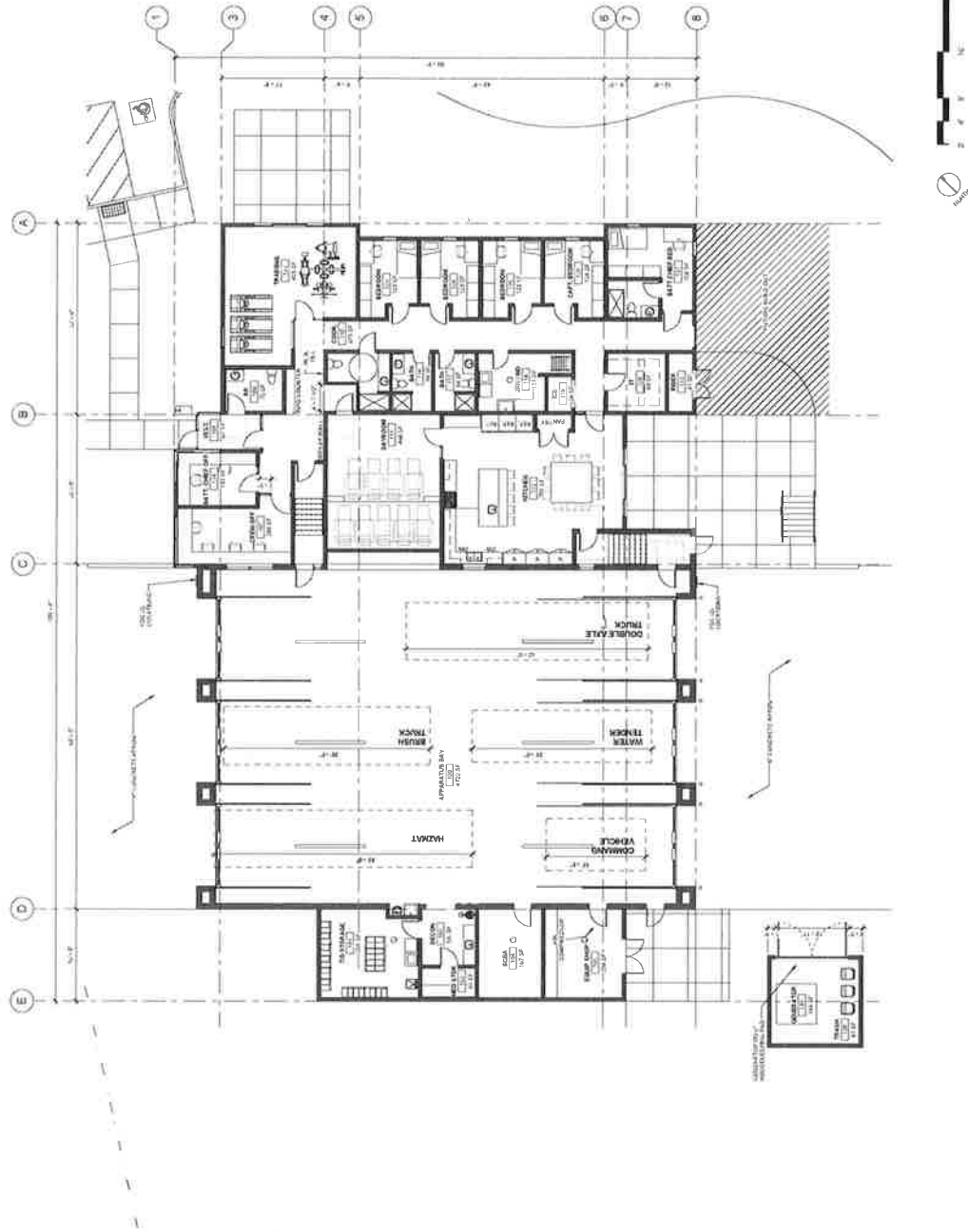
AGENDA ITEM #9A

Sergeant. He attended a course on Tactical Combat Casualty Care and has numerous other law enforcement certifications. Upon completion of staff training, we will coordinate with the Sheriff on how District staff may be used in such a situation.

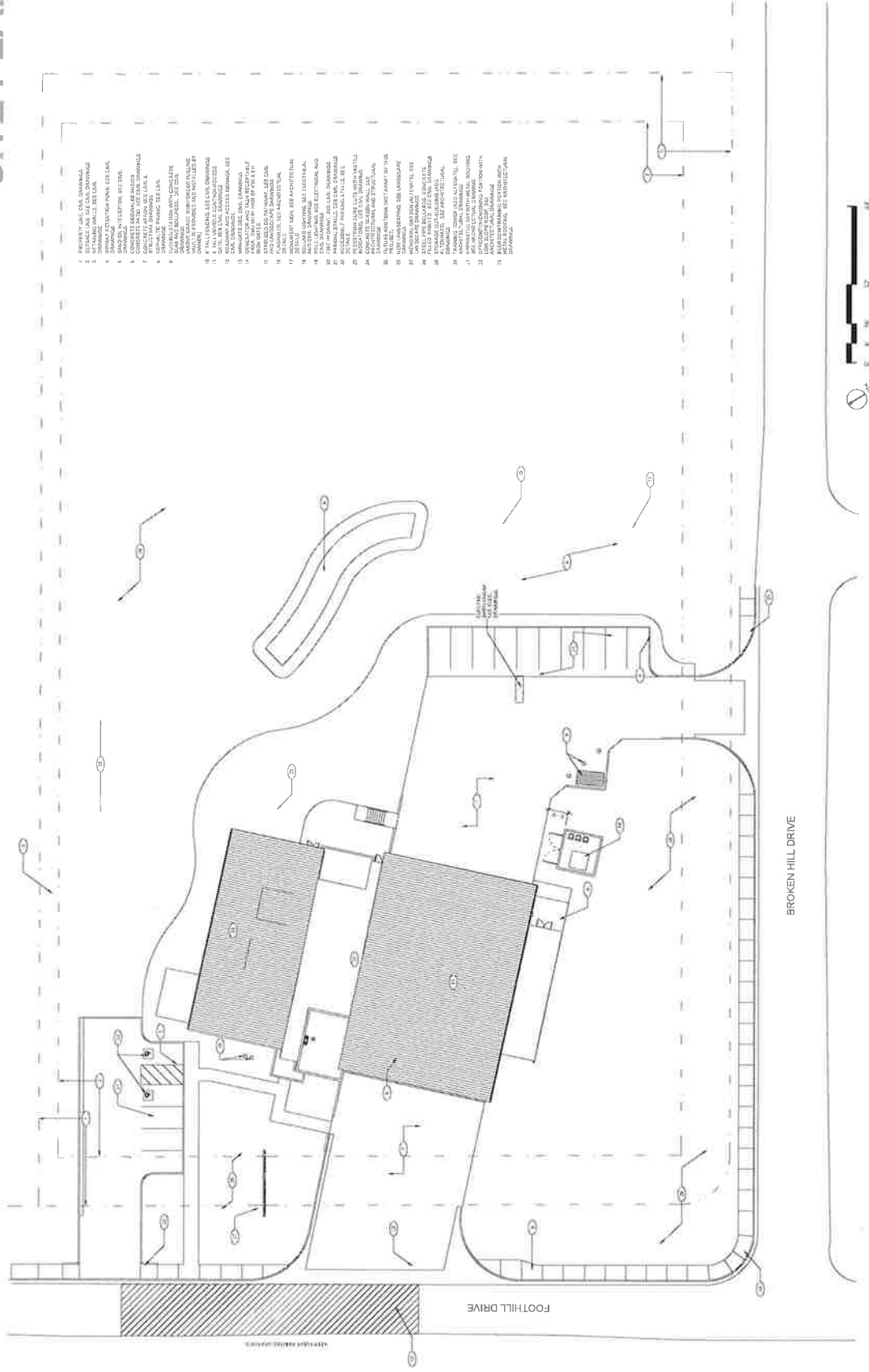
Recent Fire Activity:

I will give you a verbal report on this summer's fire activity from the podium.

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT FLOOR PLAN



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT SITE PLAN



tsk

TMFPD FIRE STATION #14
FOOTHILL RD & BROKEN HILL RD.



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT MONTHLY REPORT

June 2016

The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type													
INCIDENT TYPE	STATION/DISTRICT												
	13- Stead	14- Damonte Ranch	15- Sun Valley	16- E. Washoe Valley	17- Spanish Springs	18- Cold Springs	30- W. Washoe Valley	35- Verdi/Caughlin	36- Arrowcreek	37- Hidden Valley	39- Galena Forest	Other	TOTAL
Structure Fire	1	1	1										3
Wildland Fire	1	4	4	3	6	1		4		4		1	28
Vehicle/Trash/Other Fire	3		5		1	2	1	1	2	2			17
Emergency Medical Services	60	31	157	11	108	62	4	26	27	28	10		524
Motor Vehicle Accident	6	6	13	1	6	4	6	8	2	2	5		59
Rescue								3					3
Haz-Mat/Hazardous Condition	1		4	2		1							8
Public Assist	6		12	4	6	7	2	5	1	1	1		45
Good Intent Call	17	8	28	5	20	5	6	9	3	36	4		141
Activated Fire Alarm	2	1	2		8	3	1	2	3	3	2		27
Severe Weather Related													0
Other								1					1
JUNE 2016 TOTAL	97	51	226	26	155	85	20	58	39	76	22	1	856
JUNE 2015 TOTAL	106	49	218	35	144	63	14	37	25	52	15	12	770

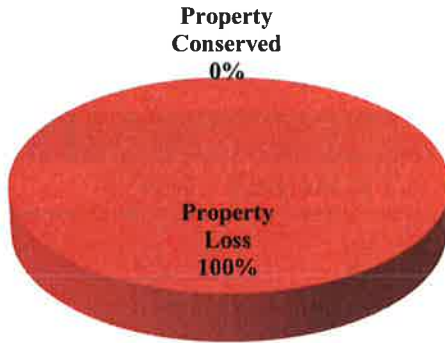
In the month of June, 2016 the TMFPD responded to 856 incidents, for a cumulative total of 9,146 incidents in the past twelve months.

**Career personnel are currently staffing the Gerlach Volunteer Fire Station. Gerlach's call volume is reported in the Volunteer Report.*

AGENDA ITEM #9B

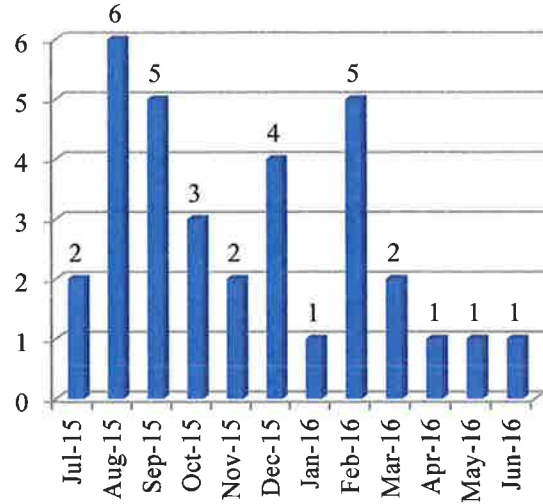
Fire Loss to Value Comparison – June 2016

June 2016 Fire Loss/Save



Total Structure Value: \$ 30,873
 Total Structure Conserved: \$ 0
 Total Structure Loss: \$ 30,873

Structure Fires



Rolling Year Statistics

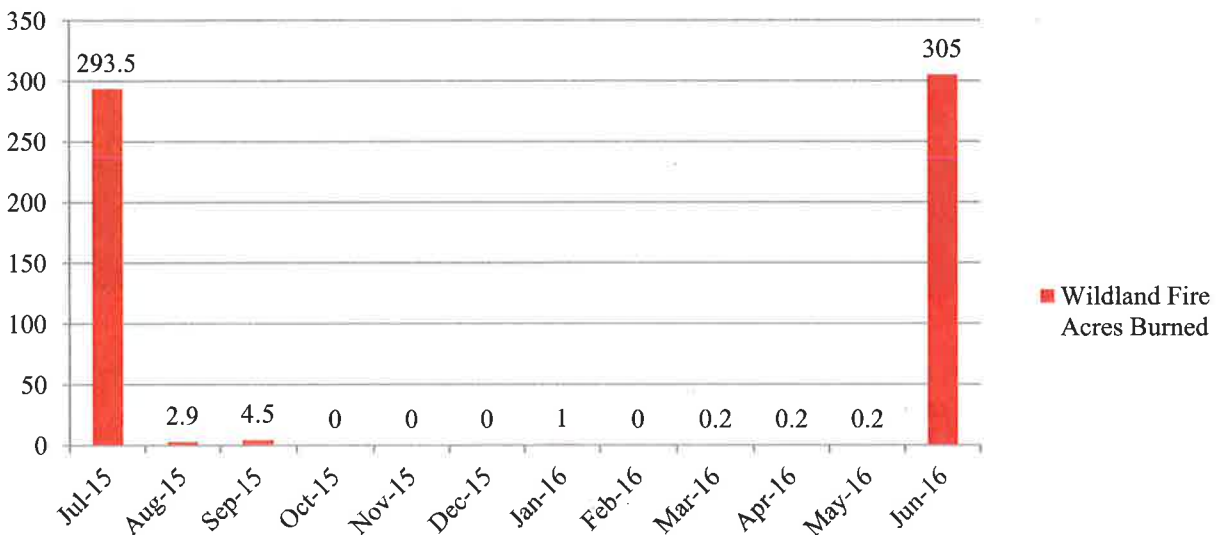
TMFPD responded to 1 structure fire in June 2016, for a total of 33 structure fires in the past year.

■ Structure Fires

*Includes incidents only in Truckee Meadows Fire Protection District. Mutual Aid and Automatic Aid calls are excluded from this graph.

Wildland Fires - June 2016

One Year History: Wildland Fire Acres Burned



In the month of June 2016, 305 acres were burned. As of June 30, 2016, 607.5 acres burned in the past twelve months.

Mutual Aid Given and Received - June 2016

Mutual Aid Given & Received by Department		
DEPARTMENT	AID GIVEN	AID RECEIVED
Bureau of Land Management	2	2
California Dept of Forestry	1	0
Carson City FD	1	2
Eastfork FD	1	1
Nevada Division of Forestry	1	5
North Lake Tahoe FPD	0	3
North Lyon County FPD	0	1
Pyramid Lake Fire	1	1
Reno FD	6	6
Reno/Sparks Indian Colony	4	0
Sierra County, CA	0	0
Sparks FD	3	9
Storey County FPD	5	7
Truckee Fire, CA	1	1
US Forest Service	1	0
TOTAL	27	38

The TMFPD received aid 38 times from neighboring agencies and provided aid 27 times based on NFIRS reporting standards. Additional responses to/from the TMFPD may have occurred but did not meet the NFIRS definitions for automatic or mutual aid. Only incidents where representatives from two or more entities are on scene together qualify as aid given or received by an agency. When one entity handles an incident for another jurisdiction without assistance, the incident is not classified as auto/mutual aid according to NFIRS, and neither are responses where one entity cancels its response prior to arriving at the incident.

SIGNIFICANT INCIDENTS

Significant incidents for the month are reported below. The number of incidents reported in the Call Volume Table may not exactly match the narrative provided below; i.e. a structure fire that is limited to a small out building is reported in the Call Volume, however it does not warrant inclusion below.

Station by Commission District		
Station	District	Commissioner
Station 13 – Stead	5	Herman
Station 14 – Damonte Ranch	2	Lucey
Station 15 – Sun Valley	3/5	Jung / Herman
Station 16 – East Washoe Valley	2	Lucey
Station 17 – Spanish Springs	4	Hartung
Station 18 – Cold Springs	5	Herman
Station 30 – West Washoe Valley	2	Lucey
Station 35 – Mogul	5/1	Herman/Berkbigler
Station 36 – Arrowcreek	2	Lucey
Station 37 – Hidden Valley	2/4	Lucey/Hartung
Station 39 – Galena Forest	2/1	Lucey/Berkbigler

Stations are predominantly within the Commissioner's District as listed above.

Incidents:

Wildland Fire – Station 17 (Pyramid Hwy.); 29555 Pyramid Hwy.

Commissioner District 4/5

Mutual Aid provided to BLM

On June 3rd at 13:54 hours, crews were dispatched with Pyramid Lake VFD units to a wildland fire just south of the reservation on BLM property. The fire grew rapidly and additional BLM USFS apparatus were requested, in addition to RAVEN. Command was transferred to BLM, and the fire ultimately grew to 287 acres.

1 TM Brush Engine, 1 TM Training/Safety Captain, and 1 TM Battalion Chief as well as numerous outside agencies responded to this incident.

**Structure Fire – Station 15 (Sun Valley); 4700 Sun Valley Blvd.
Commissioner District 3**

On June 4th at 21:31 hours, crews were dispatched to an activated fire alarm at the Sierra Point Apartments on Sun Valley Blvd. Upon arrival, crews found that the sprinkler head in a 1st floor apartment had been activated and extinguished a fire in the kitchen, preventing the fire from spreading to the adjoining apartments. The sprinkler extinguished the fire with only minimal smoke and water damage to the apartment.

1 TM Engine responded to this incident.

**Wildland Fire – Station 14 (Damonte Ranch); Near 9000 Bellhaven
Commissioner District 2**

On June 6th at 23:01 hours, crews were dispatched to a small wildland fire near 9000 Bellhaven Road. The fire was burning in light grass underneath a power line and was quickly contained. NV Energy arrived on scene and the incident was turned over to NV Energy. No structures were lost and no injuries were reported.

2 TM Brush Engines and 1 TM Battalion Chief responded to this incident.

**Wildland/Structure Fire – Station 14 (Damonte Ranch); 15292 Starr Grove Way
Commissioner District 2
Mutual Aid Received from NDF**

On June 8th at 16:48 hours, crews were dispatched to reports of a structure fire. Crews arrived on scene found a wildland fire approximately ¼ acre in size, extending to a fence and consuming 1 shed/outbuilding. Crews successfully protected adjacent vehicles and structures as they extinguished the fire.

1 TM Engine, 2 TM Brush Engines, 1 TM Water Tender, 1 TM Training/Safety Captain, and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Station 37 (Hidden Valley); 1000 Wildhorse Canyon Dr.
Commissioner District 4
Mutual Aid provided to Storey County**

On June 9th at 13:15 hours, crews were dispatched to reports of a wildland fire near the river, south of the Patrick exit on I-80. The fire was entirely within SCFPD jurisdiction. However, TM sent a full response, and assisted SCFPD throughout the incident. Fire was held to approximately 2 acres in heavy vegetation and cottonwood trees. RAVEN assisted with water drops from the river despite heavy winds. TM assumed command until relieved by SCFPD.

2 TM Brush Engines, 1 TM Training/Safety Captain, 1 TM Battalion Chief, 1 TM Deputy Chief, and numerous outside agencies responded to this incident.

**Wildland Fire – Station 13 (Stead); US 395 Hwy N/B near Stead Blvd Off-Ramp
Commissioner District 5
Automatic Aid provided to Reno Fire**

On June 10th at 21:10 hours, crews were dispatched for automatic aid to the City of Reno on a wildland fire. The fire was small in size, less than 10'x10'. Crews from TM and RFD worked together to extinguish the fire.

1 TM Brush Engine and 1 TM Water Tender responded to this incident.

**Wildland Fire – Station 15 (Sun Valley); 4950 Spectrum Blvd.
Commissioner District 3
Aid Received from Reno Fire and NDF**

On June 10th at 11:06 hours, crews were dispatched to a wildland fire burning behind 4950 Spectrum Blvd. The fire was burning away from structures at a high rate of spread in grass and brush. Resources responded from TMFPD, along with apparatus from Reno Fire and the Nevada Division of Forestry. The fire was contained at 7.9 acres. No injuries reported and no structures were damaged during this incident.

3 Brush Engines, 2 Water Tenders, 1 TM Training/Safety Captain, 2 TM Chief Officers, and 1 Lemmon Valley VFD Water Tender responded to this incident.

**Motor Vehicle Accident – Station 14 (Damonte Ranch); 1-580 Fwy N/B (Plumb and Mill)
Commissioner District 3
Aid provided to Reno Fire**

On June 11th at 12:19 hours, crews were in the process of moving up to provide coverage in District 15 when they came upon a vehicle accident involving a motorcycle in RFD jurisdiction. E14 was the first unit on scene. They notified dispatch of their actions and location, and to cancel any RFD response as they were currently rendering aid. They were able to clear the scene once the patient was transported by REMSA.

1 TM Engine responded to this incident.

**Wildland Fire – Station 15 (Sun Valley); Applegate Drive
Commissioner District 5**

On June 11th at 17:49 hours, crews were dispatched to a reported wildland fire behind structures on Applegate Drive in Sun Valley. The fire was burning in a utility easement and threatening

four residential structures and two out buildings. Crews arrived on scene and were able to contain the fire to ¼ acre with no structure loss. Additional apparatus from TMFPD arrived and assisted with extinguishing the fire and checking two out buildings for extension. No injuries were reported during this incident and two out buildings received minor exterior fire damage.

1 TM Engine, 3 TM Brush Engines, 1 TM Battalion Chief, and 1 Lemmon Valley VFD Brush Engine responded to this incident.

**Wildland Fire – Station 14 (Damonte Ranch); Rhodes Road and S. Virginia
Commissioner District 2
Automatic Aid received from NDF**

On June 15th at 12:52 hours, crews were dispatched to a working wildland fire at the intersection of Rhodes Road and S. Virginia. The fire was burning in mature sage and bitter brush with 15 to 20 foot flame lengths on the north side of Rhodes Road. A southwest wind was driving the fire towards the Steamboat Hot Springs. The fire was contained to ½ acre, and no residential structures were lost. One hay pole barn had roof damage due to the fire. No injuries were reported.

3 TM Brush Engines, 2 TM Water Tenders, 1 TM Training/Safety Captain, 1 TM Battalion Chief, and 1 NDF Brush Engine responded to this incident.

**Wildland Fire – Station 35 (Mogul); Hawken Fire
Commissioner District 1
Mutual Aid received from multiple agencies in Nevada and California**

On June 15th at 13:06 hours, TMFPD received a report of a wildland fire in the old Hawken fire burn. TMFPD was under red flag conditions due to high winds and low relative humidity. Initial jurisdiction was determined to be TMFPD. Command was established by TMFPD, and structure groups were established to protect the homes in the Eagle Nest subdivision, as well as in the City of Reno. The fire was managed as a Type 3 Incident with over 300 personnel at peak of the incident. Once the wind died down after dusk, crews were able to make good progress toward containment. The following day, air support was able to fly, and all forward progression was stopped, and containment was increased to 75%. By the night shift on June 16th, the complexity rating for the fire was down sized to a Type 4 Organization with minimal staffing for night shift. On June 17th, the fire was fully contained and mopped up with no visible smoke.

15 Type 1 Engines, 16 Brush Engines, 6 Hand Crews, RAVEN and NDF Air Support, and over 300 personnel, including TM Volunteers from Lemmon Valley and Verdi responded to this incident. Additional TM Volunteer stations provided coverage through the rest of the District.

HazMat – Station 15 (Sun Valley); 5239 Slope Drive
Commissioner District 3
2 in/2 out Required
Mutual Aid Received from Sparks Fire

On June 18th at 16:01 hours, a short HazMat team was called out to determine an unknown substance was that was found at an estate sale. SFD HZ1 was called out to assist with chemical identification. TM HazMat 14 was also called out to supply Level B Suits for entry and sampling. One of the containers was identified as Nitric Acid. The other containers were not identified. Washoe County Health District set up a cleanup and removal of the suspected drums and containers.

2 TM Engines, 1 TM HazMat Unit, 1 TM Battalion Chief, and 1 Sparks HazMat Unit responded to this incident.

Wildland Fire – Station 16 (East Washoe Valley); Eastlake Blvd./ 1 Washoe Lake Drive
Commissioner District 2
Automatic Aid provided to BLM and NDF

On June 19th at 22:55 hours, crews were dispatched to a wildland fire across from the Washoe State Park east of Eastlake Blvd. The fire was burning upslope in a mixture of grass and light sagebrush. Crews were able to contain the fire at 6.44 acres. Mutual aid was requested from RFD, SFD, NLTFPD to assist with the protection of the Washoe State Park, which had numerous campers in the park. WCSO also responded to assist with evacuations of the park, which ultimately were not needed due to the containment of the fire. The fire's origin started on BLM jurisdiction and was contained within the jurisdiction of NDF. No TMFPD acreage was burned during this incident.

3 TM Brush Engines, 1 TM Training/Safety Captain, 1 TM Battalion Chief, 1 TM Deputy Chief, and 1 South Valley Volunteer Patrol making a total of 15 TMFPD personnel, along with 58 NDF personnel, 4 RFD personnel, and 3 SFD personnel responded to this incident.

Wildland Fire – Station 14 (Damonte Ranch); Rhodes Road and S. Virginia
Commissioner District 2

On June 21st at 12:35 hours, crews were dispatched to a small wildland fire at the intersection of Rhodes Road and S. Virginia. The fire was originally reported near the Sierra Summit Mall by the first 911 caller. The fire was burning near a power pole on the south side of Rhodes Road. Crews from TMFPD and RFD quickly contained the fire. No structures were lost, and no injuries were reported.

3 TM Brush Engines, 1 TM Water Tender, 1 TM Safety/Training Captain, 1 TM Battalion Chief, 1 South Valley Volunteer Patrol, and 1 Reno Fire Engine responded to this incident.

**Wildland Fire – Station 16 (East Washoe Valley); 1580 at the Pleasant Valley Bridge
Commissioner District 2**

On June 21st at 18:46 hours, crews were dispatched to a wildland fire on the west side of I-580 Pleasant Valley Bridge. Crews responded from TM onto a combination of private/USFS property. The fire was burning below and upslope from the bridge. Aircraft could not fly due to approaching darkness. Mutual aid was requested from multiple agencies until hoselines were successfully deployed around the entire fire, approximately 1 hour and 40 minutes after arrival. Command was turned over to NDF/USFS for night operations and mop up the following day. The fire burned approximately 16 acres.

5 TM Brush Engines, 2 TM Water Tenders, 1 TM Safety/Training Captain, 1 TM Battalion Chief, TM Volunteers from South Valleys and Silver Lake VFD, in addition to numerous outside agencies responded to this incident.

**Water Rescue – Station 35 (Mogul); 1-80 Fwy Under the Bridge east of Garson Exit
Commissioner District 5
Rescue Required**

On June 22nd at 18:26 hours, RFD, WCSO Search and Rescue, REMSA and Careflight were dispatched to a possible water rescue. It was eventually determined that the incident was in the TMFPD jurisdiction, and TM resources were added to the call. Two NHP troopers who had gone to the river from the freeway to provide assistance while RFD units and TMFPD units were en route to the incident. Upon arrival the patient had been removed from the water by NHP and was intoxicated, hypothermic, and dehydrated. Crews were redirected to an access road that led from US 40 Hwy along the railroad tracks under the I-80 bridge. TMFPD and RFD swift water technicians worked together to use an inflatable boat to transport the patient from one river bank to the other and load the patient into a REMSA ambulance for transport.

1 TM Engine, 1 TM Battalion Chief, 1 Verdi Volunteer Brush Engine, Reno Fire and WCSO Search and Rescue responded to this incident.

**Structure Fire – Station 15 (Sun Valley); Clinton Court
Commissioner District 3
2 in/2 out Required
Mutual Aid received from Sparks Fire**

On June 25th at 08:50 hours, crews responded to a dispatch of a medical emergency at Clinton Court in Sun Valley. Washoe County Deputies arrived on scene and informed dispatch that the structure was on fire. The alarm was upgraded to a structure response and apparatus from TMFPD and Sparks Fire responded. Upon arrival, crews found a double wide trailer on fire with heavy smoke coming from the front door and roof, and a large side window burst out with smoke and fire lapping out. A neighbor reported that there may be people inside the structure. Crews initiated both an exterior attack to darken down the fire, as well as an interior attack,

completing a primary search of the structure, which had heavy smoke conditions down to the floor. No victims were found inside, and the fire was contained to the trailer. Sparks Fire Department was requested for mutual aid to dispatch one fire investigator. The trailer was a total loss. One dog and two birds perished during this fire. No injuries reported.

4 TM Engines, 1 TM Safety/Training Captain and 2 TM Chief Officers, 1 Sparks Engine and 1 Sparks Fire Investigator responded to this incident.

**Wildland Fire – Station 16 (East Washoe Valley); In the hills East of Pleasant Valley
Commissioner District 2**

On June 26th at 19:30 hours, crews were dispatched to a full brush response to a popular target shooting area east of Pleasant Valley. Upon arrival, bystanders were attempting to extinguish the fire, but it had grown too large and too quickly for them to contain it. Bystanders acknowledged that they started the fire while target shooting. TM units attacked the fire with a combination of mobile attack, progressive hoselines, and hand line construction. The fire was contained to approximately 18 acres and no structures/property were threatened or destroyed. The fire was turned over to BLM to continue mop up through the evening and next day.

3 TM Brush Engines, 1 TM Safety/Training Captain, 1 TM Battalion Chief, 2 TM Chief Officers, and 2 South Valley Volunteer units responded to this incident.

**Structure Fire – Station 15 (Sun Valley); 5436 Chocolate Drive
Commissioner District 3**

On June 27th at 10:06 hours, crews were dispatched to a structure fire threatening two mobile homes. Crews arrived on scene with a travel trailer fully involved and impinging on the two neighboring trailers. TM Engine 15 went defensive with the deck gun to knock down the bulk of the travel trailer, while the next engine was assigned to the south exposure. An outbuilding was fully involved to the south of the trailer, which eminently threatened the south structure. After the bulk of the travel trailer fire was knocked down, crews continued to stop any forward progression of the fire. Mop up was initiated on the travel trailer as well as the out building.

4 TM Engines, 1 TM Safety/Training Captain, 1 TM Fire Marshal, 2 TM Chief Officers, and 1 Sparks Engine responded to this incident.

**Wildland Fire – Station 17 (Spanish Springs); near Euskera Drive
Commissioner District 4
Automatic Aid Received from Sparks**

On June 27th at 18:44 hours, crews were dispatched to a vague location of a brush fire in District 17. Crews were able to locate the general area and directed resources into the fire. Fire was ¼ acre with no engine access. However, with hand tools, bladder bags and finally a hose lay, crews

were able to keep the fire contained at ¼ and mop it up. This is the second fire in two days that was started by shooting.

2 TM Brush Engines, 1 Sparks Brush Engine, 1 TM Training/Safety Captain and 2 TM Chief Officers responded to this incident.

**Motor Vehicle Accident – Station 14 (Damonte Ranch); State Route 341 just E/O Cartwright Road (well inside Storey County Line)
Commissioner District 2
Automatic Aid provided to Storey County**

On June 29th at 18:48 hours, crews were dispatched to a motor vehicle accident on Geiger Grade East of the lookout. While crews were en route, the incident location was change to east of Cartwright Road (well inside the Storey County line.) SCFD had just been dispatched and there was a good likelihood that TMFPD units would still be closer to the incident, so crews opted to continue the response. TM crews arrived on scene simultaneously with SCFD Battalion Chief. SCFD Rescue assumed care of the single patient. TMFPD units provided for traffic control and securing of the vehicle from hazards. Scene released to NHP withIN a matter of minutes. SCFD and TMFPD units worked together flawlessly to accomplish the necessary tasks and return units to service as soon as possible.

1 TM Engine and 1 TM Battalion Chief responded to this incident.

Training

- Wildland Fire Multi-Company Training Scenarios
- Wildland Fire Table Top Trainings
- Annual Wildland Refresher
- Annual Wildland Drill
- Monthly TRIAD Training
- EMS Training – Methamphetamine
- EMS Training, Pharmacology
- NFPA 1001 Ground Ladders
- NFPA Ventilation Training

Accomplishments

- Began Hydrant Testing
- Completed Annual Hose Testing
- Hosted Multiple Ride Alongs
- Fire Prevention Program at Lemmon Valley Elementary (Stead)
- Fire Prevention Program at Lenz Elementary (Damonte Ranch)
- Fire Prevention Program at Washoe State Park (East Washoe Valley)
- Attended Hidden Valley HOA Meeting



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT MONTHLY REPORT

July 2016

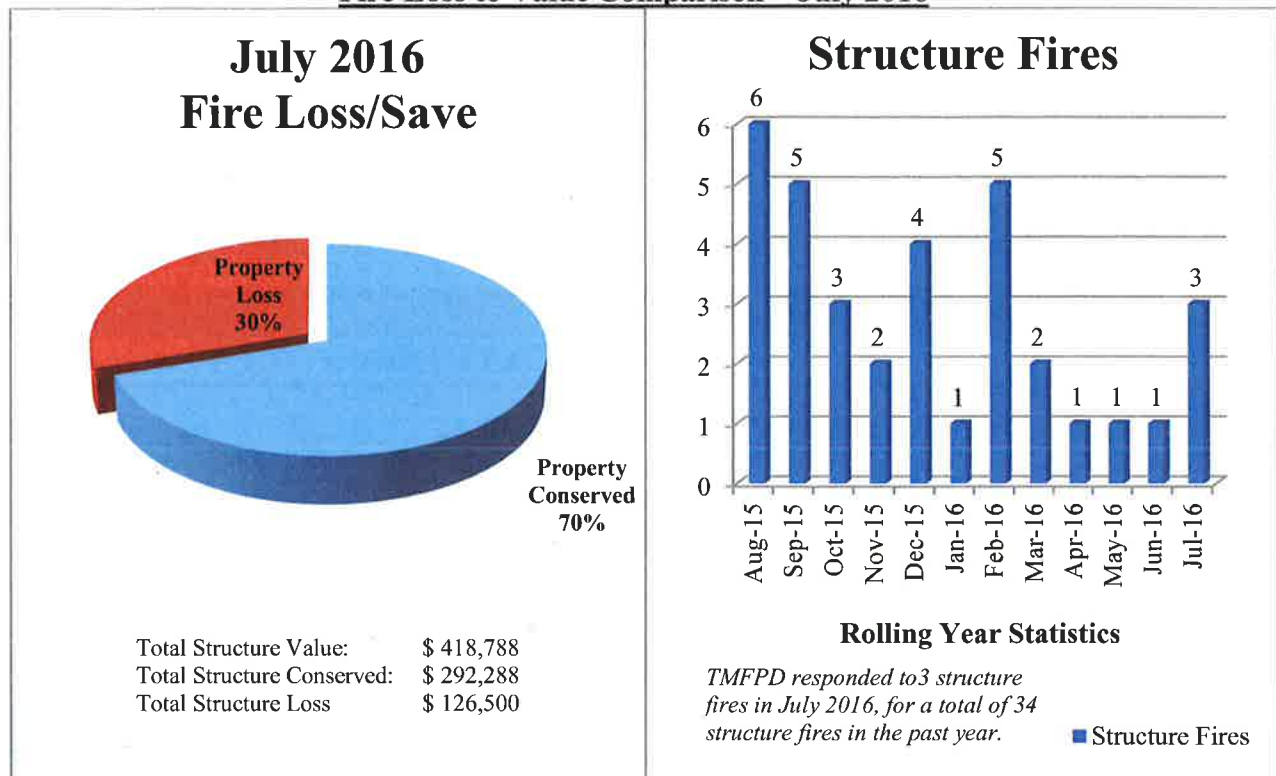
The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type													
STATION/DISTRICT													
INCIDENT TYPE	13- Stead	14- Damonte Ranch	15- Sun Valley	16- E. Washoe Valley	17- Spanish Springs	18- Cold Springs	30- W. Washoe Valley	35- Verdi/Caughlin	36- Arrowcreek	37- Hidden Valley	39- Galena Forest	Other	TOTAL
Structure Fire		1	1		1			1	1				5
Wildland Fire	7	1	4		9	3		2	1	2		4	33
Vehicle/Trash/Other Fire	3		7		2		1	1		1	1		16
Emergency Medical Services	47	43	181	17	110	51	5	24	35	23	10		546
Motor Vehicle Accident	4	2	17	3	10	2	6	4	1	1	3		53
Rescue					1			1					2
Haz-Mat/Hazardous Condition	1		7		2	2				3			15
Public Assist	13		13	2	7	11	1	6	5	1			59
Good Intent Call	17	9	30	3	30	9	3	9	5	27	2		144
Activated Fire Alarm	2	4	3	4	8	2		1	4				28
Severe Weather Related													0
Other													0
JULY 2016 TOTAL	94	60	263	29	180	80	16	49	52	58	16	4	901
JULY 2015 TOTAL	89	54	237	26	155	65	24	32	47	51	19	15	814

In the month of July, 2016 the TMFPD responded to 901 incidents, for a cumulative total of 9,247 incidents in the past twelve months.

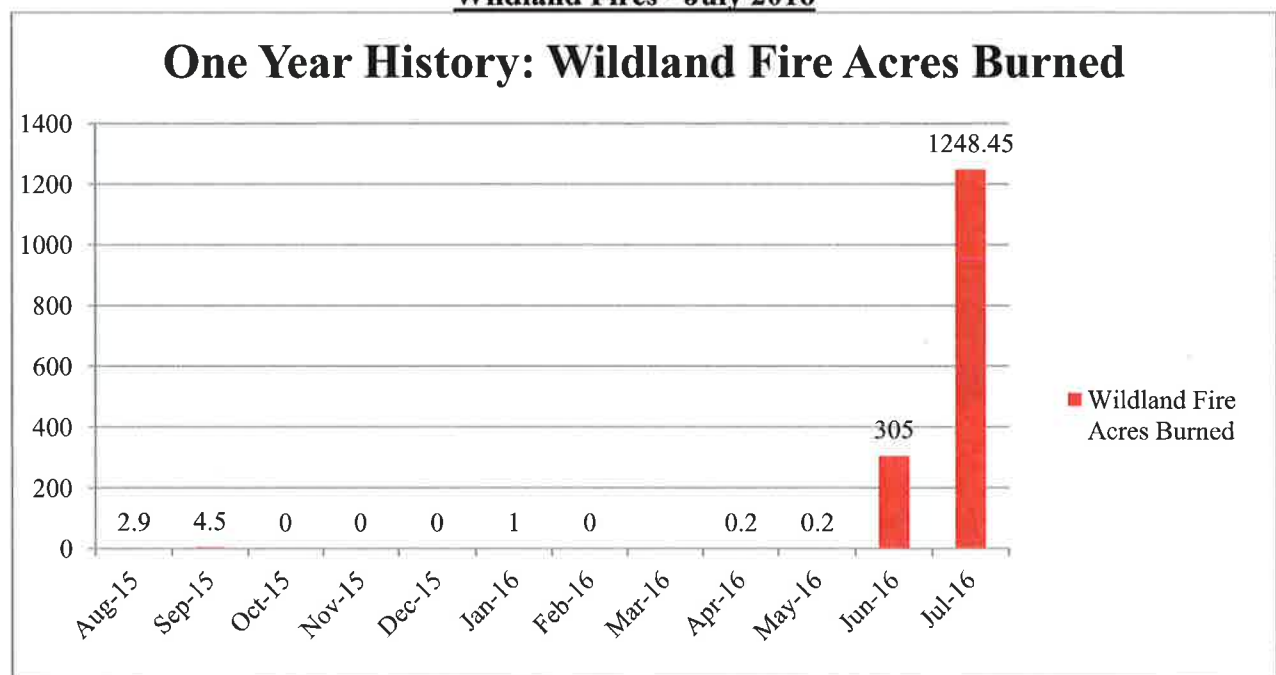
AGENDA ITEM #9B

Fire Loss to Value Comparison – July 2016



**Includes incidents only in Truckee Meadows Fire Protection District. Mutual Aid and Automatic Aid calls are excluded from this graph.*

Wildland Fires - July 2016



In the month of July 2016, 1248.45 acres were burned. As of July 31, 2016, 1562.25 burned in the past twelve months.

Mutual Aid Given and Received - July 2016

Mutual Aid Given & Received by Department		
DEPARTMENT	AID GIVEN	AID RECEIVED
Bureau of Land Management	7	2
California Dept of Forestry	2	
Carson City FD		
Eastfork FD		
Nevada Division of Forestry	1	2
North Lake Tahoe FPD		1
North Lyon County FPD		
Pyramid Lake Fire	3	
Reno FD	6	4
Reno/Sparks Indian Colony	1	
Sierra County, CA	1	
Sparks FD	9	6
Storey County FPD	1	2
Truckee Fire, CA		
US Forest Service	3	2
TOTAL	34	19

The TMFPD received aid 19 times from neighboring agencies and provided aid 34 times based on NFIRS reporting standards. Additional responses to/from the TMFPD may have occurred but did not meet the NFIRS definitions for automatic or mutual aid. Only incidents where representatives from two or more entities are on scene together qualify as aid given or received by an agency. When one entity handles an incident for another jurisdiction without assistance, the incident is not classified as auto/mutual aid according to NFIRS, and neither are responses where one entity cancels its response prior to arriving at the incident.

SIGNIFICANT INCIDENTS

Significant incidents for the month are reported below. The number of incidents reported in the Call Volume Table may not exactly match the narrative provided below; i.e. a structure fire that is limited to a small out building is reported in the Call Volume, however it does not warrant inclusion below.

Station by Commission District		
Station	District	Commissioner
Station 13 – Stead	5	Herman
Station 14 – Damonte Ranch	2	Lucey
Station 15 – Sun Valley	3/5	Jung / Herman
Station 16 – East Washoe Valley	2	Lucey
Station 17 – Spanish Springs	4	Hartung
Station 18 – Cold Springs	5	Herman
Station 30 – West Washoe Valley	2	Lucey
Station 35 – Mogul	5/1	Herman/Berkbigler
Station 36 – Arrowcreek	2	Lucey
Station 37 – Hidden Valley	2/4	Lucey/Hartung
Station 39 – Galena Forest	2/1	Lucey/Berkbigler

Stations are predominantly within the Commissioner's District as listed above.

Incidents:

Structure Fire – Station 14 (Damonte Ranch); 113 Zircon Drive Commission District 2 2 in/2 out required

On July 2nd at 14:22 hours, crews were dispatched to a structure fire per the neighbor's report of smoke coming from a structure. Upon arrival of initial units, an approximately 1200 sq. ft. residence was found with smoke and flames coming from a window that had blown out on the front of the house. Crews made an offensive fire attack and confined the fire to the room of origin. Top side ventilation was conducted to ventilate the home and check for fire extension into the attic. Heavy smoke damage did occur throughout the residence. Crews conducted salvage/overhaul operations, and assisted the homeowners with retrieving personal belongings and loading them into their vehicle.

4 TM Engines, 1 TM Safety/Training Captain, and 2 TM Chief Officers and TM Volunteers from the South Valleys VFD responded to this incident.

**Wildland Fire – Station 13 (Stead); East of 2085 Alicia Way
Commissioner District 5
Automatic Aid provided to BLM**

On July 2nd at 15:38 hours, crews were dispatched to a wildland fire east of 2085 Alicia Way that was sparked as a result of target shooting. Upon arrival crews found a fire burning in light brush and grass, burning away from any structure at a rapid rate of spread into federal lands. Crews held the fire at the roadway with mobile attack, continuing containment with a 360 degree wet line to the initial anchor point. The fire was contained at 11.5 acres. No injuries or structures damaged during this incident.

2 TM Brush Engines, 2 TM Water Tenders, 1 TM Safety/Training Captain, and 1 TM Chief Officer along with apparatus from the Lemmon Valley VFD, Nevada Division of Forestry, US Forest Service and BLM responded to this incident.

**Wildland Fire – Station 13 (Stead); 14065 Red Rock Road
Commission District 5
Automatic Aid received from BLM**

On July 2nd at 15:45 hours, crews were dispatched to a 1/2 acre brush fire started as a result of target shooting. TM Volunteers from Silver Lake were first on scene to find local citizens working to stop forward progression of the fire, which was in steep and rocky terrain. Additional crews arrived on scene, and were able to contain the fire soon after arrival, holding the fire to approximately 1 acre. Mop-up with BLM crews was extended due to the nature of the terrain.

3 TM Brush Engines, 1 TM Battalion Chief, and TM Volunteers and apparatus from Red Rock and Silver Lake responded to this incident.

**Structure Fire – Station 15 (Sun Valley); 159 Jani Place
Commissioner District 3**

On July 3rd at 07:41 hours, crews responded to a reported structure fire at 159 Jani Place. Crews arrived on scene on scene to find an exterior fire burning on the front porch of a single wide mobile home. A resident was attempting to extinguish the fire with a garden hose, and verified that everyone had evacuated the structure. Power and gas were secured to the structure due to burned wiring in the wall, and attack crews entered into structure to find signs of extension with burned ceiling sheet rock (no penetration to attic), and wood paneling with charring and ember intrusion into the stud wall extending into living quarters at the ceiling level. Wood paneling was removed from ceiling level to mid wall around the main entry door on the interior, and insulation was removed and charring wood components were extinguished. The porch was cleared of all combustible materials and the ply wood soffit covering the underside porch cover was removed.

The fire was contained to the front porch and front exterior wall of the trailer. The front door had been left open, which allowed smoke and water to enter the kitchen, and resulted in smoke

damage throughout the trailer. Upon investigation and interview with the occupant, it was determined that the fire started in the propane BBQ that was on the front porch. The valve to the propane tank had failed during the fire. The fire in the BBQ spread to the wood deck of the front porch.

4 TM Engines, 1 TM Safety/Training Captain, and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – RFD Station 9; Hwy 395 @ Red Rock Road
Commissioner District 5
Automatic Aid provided to Reno Fire**

On July 5th at 17:10 hours, crews responded to the dispatch of a vehicle fire in the area of 395 at Red Rock Road, in Reno's jurisdiction. TM Crews and Silver Lake Volunteers arrived on scene to find a pickup load of baled hay that had caught on fire. With Red Flag conditions, the fire quickly spread into the wildland between the freeway and a residential neighborhood located on Mariner Cove. TM Crews established "395 Command" and set up to protect the structures that were threatened. Due to the location and spread of the fire, command requested that Hwy 395 north bound be shut down at Stead Blvd. The fire was burning in grass and brush at a rapid rate of spread moving towards the east. Reno Fire crews and TM Volunteers from Lemmon Valley arrived and were assigned to protect the structures to the north of the fire. BLM, NDF and USFS also arrived on scene and directed their attack on the fire from Hwy 395 to stop the eastward spread of the fire. The fire was contained at 3.6 acres and command was transferred to Reno Fire.

1 TM Engine, 3 TM Brush Engines, 2 TM Water Tenders, 1 TM Safety/Training Captain, 1 TM Battalion Chief, TM Volunteers with Brush Engines and Water Tenders from Silver Lake and Lemmon Valley, and resources from Reno Fire, BLM, NDF and USFS responded to this incident.

**Wildland Fire – Station 35 (Mogul); 561 Crystal Peak Road
Commission District 5/1**

On July 6th at 08:50 hours, crews were dispatched to a possible wildland fire. This was the result of a short circuit connection on a power pole. Crews arrived on scene to find a 10'x20' spot at the base of a power pole that was being extinguished by residents from across the street. The incident is significant due to the conditions and possible threat to a heavy fuel interface island that was involved. The quick actions of local residents kept the fire small.

1 Brush Engine, 1 Safety /Training Captain, and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Sparks Station 31, TM Station 37 (Hidden Valley); The “S” Fire – behind Northern Nevada Medical Center
Commissioner District 4**

On July 6th at 13:47 hours, crews were dispatched for mutual aid to Sparks Fire, who had incident command for a wildland fire off of Prater Way. The fire was approximately 1 to 2 acres in size upon arrival and quickly grew in size and velocity due to moderate winds during Fire Weather Watch conditions. RFD, BLM, SFD, TMFPD, SCFD, USFS, NDF, and RAVEN3 along with multiple fixed wing aircraft battled the fire for several hours with containment occurring around 20:00 hours. Although there were some small outbuildings associated with radio towers located in the path of the fire, no structures were immediately threatened. Over 2000 acres of grass with light sage brush mixture of fuels were consumed by the fire, which spread from Sparks jurisdiction to TMFPD and BLM lands. All TMFPD units were released by 22:30 hours.

1 TM Brush Engine, 1 TM Water Tender, 1 TM Safety/Training Captain, and 1 TM Chief Officer responded to this incident.

**Extrication MVA – Station 16 (East Washoe Valley); US 395 @ Andrew Lane
Commissioner District 2**

On July 8th at 03:49 hours, crews were dispatched to a single vehicle rollover accident with 1 occupant trapped. Crews stabilized the vehicle, which was resting on its side. The roof was removed from the vehicle and the patient was successfully removed. Crews assisted with patient packaging to include full spinal precautions and care was transferred for transport by REMSA.

2 TM Engines and 1 TM Battalion Chief responded to this incident.

**Hazmat – Station 37 (Hidden Valley); 3880 Hidden Valley Drive
Commissioner District 2
Mutual Aid provided by Sparks Fire**

On July 12th at 20:50 hours, crews responded to an unknown odor causing upper airway burning to a resident inside a home in District 37. The incident was upgraded after initial investigation and a mutual aid request for a Hazmat response from Sparks was initiated. A 1940's style refrigerator was leaking ammonia gas inside a utility room within the residence, which was established as a “hot zone” and secured until the HazMat team arrived. The homeowners were evacuated and were further assessed by on scene personnel and Remsa. Crews donned Level B Hazmat suits and removed the appliance, and then passed through the decontamination process. The incident was mitigated with no injuries to the homeowners or personnel on scene. WC Health Department arrived on scene and confirmed the items used were non-hazardous waste and assisted the homeowners with disposal. All units were released.

2 TM Engines, 1 TM Hazmat, 1 TM Safety/Training Captain, 1 TM Battalion Chief, Sparks Hazmat, WCSO, and WC Health Department responded to this incident.

**Wildland Fire – Station 15 (Sun Valley); Leon Drive and E. Gepford Parkway
Commissioner District 3
Auto Aid provided by Sparks Fire**

On July 13th at 17:06 hours, crews were dispatched to a ½ acre wildland fire in a vacant lot that was moving at a rapid rate of speed, threatening 5 homes until crews arrived on scene and stopped forward progress. The fire was burning in a field that has been used to dump yard, landscaping and construction debris, making the overhaul very difficult. WC Roads was requested to bring a backhoe or a loader to assist. With the loader's assistance, the overhaul process time was cut by more than 70%, allowing TMFPD to get units back in service much faster.

1 TM Engine, 3 TM Brush Engines, 1 TM Safety/Training Captain, 2 TM Chief Officers, and TM Volunteers from Lemmon Valley responded to this incident. Silver Lake Volunteers responded, and upon being canceled en route to the incident, stayed available to provide district coverage.

**Structure Fire – Station 36 (Arrowcreek); 5410 Elk River Road
Commissioner District 2
2 in/2 out Required**

On July 13th at 17:58 hours, crews responded to a reported structure fire in district 36. On arrival the crews reported heavy smoke inside the residence. The kitchen within the residence sustained heavy fire and smoke damaged and the attic was charged with smoke. The fire was knocked down by occupant prior to the arrival of the first engine. The residence was cleared of heat and smoke, once completed the residence could not be turned back over to the homeowners until the WC building department completed an inspection. No injuries to personnel on scene or the occupants were reported.

4 TM Engines and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Station 17 (Spanish Springs); 5065 Pyramid Way
Commissioner District 4
Auto Aid provided to BLM**

On July 14th at 13:37 hours, crews were dispatched to a wildland fire on BLM land behind Walmart, where Sparks Fire had assumed command. Crews worked to contain the head of the fire with the assistance of RAVEN, who made 3 drops on the fire. The fire was extinguished at 9 acres, and crews continued cold trail perimeter and mop up operations with USFS and BLM, until released by BLM.

2 TM Brush Engines and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Station 17 (Spanish Springs); Pyramid Highway near Axe Handle Road
Commissioner District 4
Auto Aid received from BLM and USFS**

On July 19th at 17:19 hours, crews were dispatched to a ½ acre wildland fire burning in moderate sage and grass along both sides of Pyramid Highway. Witnesses provided a vague description of a dark colored small sedan that was seen shooting or throwing a smoking object across the roadway, then speeding away. The description was sent out by WCSO, but no subjects were found. Crews stopped the forward progress of the fire, and mop up and overhaul was completed by TM crews and oncoming BLM and USFS units.

1 TM Brush Engine, 1 TM Water Tender, and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Station 36 (Arrowcreek); Mt. Rose Hwy above Thomas Creek Road
Commissioner District 2**

On July 20th at 14:50 hours, crews were dispatched to a possible brush fire and structure fire. The fire was initially reported as both a brush fire and structure fire, and extra apparatus responded to the incident. Upon arrival, an approximately 1/2 acre fire was found burning on the north side of Mt Rose Hwy, just above Thomas Creek Rd. The fire was wind driven in heavy grass and brush, moving towards the Saddlehorn subdivision and several buildings along Mt. Rose Hwy. The fire was slowed by an evacuation road, and crews were able to quickly attack the fire and contain it to approximately 3/4 of an acre. The fire was determined to be caused by a passing vehicle with a failing catalytic converter. Several other small spot fires were found downhill from the main body of the fire, and they were all mopped-up as well.

3 TM Engines, 3 TM Brush Engines, 1 TM Water Tender and 1 TM Battalion Chief responded to this incident. TM Volunteers in the South Valleys manned the station for district coverage.

**Wildland Fire, Building other than residence Fire – Station 15 (Sun Valley); Sun Valley Community Center/Skate Park
Commissioner District 3**

On July 23rd at 10:10 and 10:32 hours, crews responded to two incidents involving a small wildland fire, and a port-a-potty, both arson fires. The first fire was the small wildland fire approximately 10'x10', below the Sun Valley Community Center. The fire was suppressed by TM crews without any issues. These units were called away to another reported wildland fire in District 13. As units arrived at an illegal controlled burn in Lemmon Valley, the port-a-potty became fully involved, along with the shade structure that protected it. TM Crews from Hidden Valley arrived on scene and knocked down the fire. At that time, the surveillance camera was noticed and a request was made to the SVGID to see if the camera caught any footage of the fires that were started. Fortunately, footage was recovered with the help of the SVGID, showing the suspects near the port-a-potty before it was burning. WCSO took the descriptions of the suspects

and broadcast them to their units. That evening, two suspects were arrested and connected to the fires.

2 TM Brush Engines, 1 TM Engine, and 1 TM Battalion Chief responded to these incidents.

**Wildland Fire – Station 37 (Hidden Valley); E/O Alexander Lake Road and Rio Wrangler Parkway
Commissioner District 2/4**

On July 23rd at 11:02 hours, crews were dispatched to investigate a possible wildland fire caused by shooting in the hills east of the valley. Poor directions and history by the RP led to a delay in finding the fire. Red Flag Conditions and multiple simultaneous incidents suggested resources attempt to find the fire as quickly as possible. TMFPD and RFD resources were slowly released from the incident. USFS and NDF resources remained for possible suppression needs. Air Attack 690 was returning overhead from another incident and searched the greater mountain range. No sign of smoke or fire was located. All units released. WCSO had been searching as well and eventually found a small 10' x 10' spot in the hills east of the Reno/Sparks valley. With a GPS location provided by the Deputy, the TM Chief Officer was able to determine that this fire was located well within Storey County. SCFD was provided with the information and was able to find the fire after WCSO departure, and ensured it was cold throughout. This incident is significant as there was a significant amount of inter-agency cooperation taking place.

3 TM Engines, 2 TM Brush Engines, 1 TM Water Tender, 1 TM Safety/Training Captain, and 1 TM Battalion Chief responded to this incident, along with USFS, NDF and RFD resources.

**Possible Gas Leak – Station 36 (Arrowcreek); 5388 S. Elk River Road
Commissioner District 2**

On July 28th at 12:59 hours, crews were dispatched to a possible natural gas leak. Arrived on scene to find a single-story residence with nothing showing and the homeowners outside. The residents stated they had an odor in the garage that smelled like natural gas. Crews arrived, checked the living area and found no sign of a hazardous environment and no odor. Upon further investigation it was found that a car battery that was left on a charger, had overheated, and begun to off-gas. The battery was in the trunk of the vehicle. If it had exploded or ignited, this could have set the vehicle on fire and the rest of the residence. NV Energy confirmed our findings as no leak of natural gas was found. The homeowner was explained the findings and advised that he would replace the battery.

4 TM Engines, 1 TM Safety/Training Captain, and 1 TM Battalion Chief responded to this incident.

**Wildland Fire – Station 13 (Stead); The Rock Fire
Commissioner District 5
2 in/2 out Required**

On July 28th at 18:30 hours, crews were dispatched to a wildland fire. Several lightning strikes occurred, creating 5 large wildfires with this one being on the east side of the Red Rock Valley in Rancho Haven. Several other fires were burning in the same area, overwhelming the resources available to respond. Several resources and Strike Teams were requested from DEM and the Tahoe Regional Chiefs. The fire threatened multiple structures and at one point began to burn in between the structures. Aircraft initially was unavailable due to the night-time hours of the incident. REMSA did respond to one medical call within the incident. TMFPD units spent several days completing fire watch and mopping up hot spots after the control lines had been established and secured. No structures were lost.

4 TM Brush Engines, 2 TM Engines, 1 TM Water Tender, 1 TM Patrol, and 4 TM Chief Officers along with TM Volunteers with Brush Engines and Water Tenders from Red Rock and Silver Lake responded to this incident.

**Wildland Fire – Virginia Mountain Complex
Pyramid Lake Tribal Territory**

TMFPD attached itself to the Virginia Mountain Complex Fire, which started on July 28th, and at the request of the Tribal Emergency Manager, provided structure coordination and structure protection in the Sutcliff area as the wildland fire swept into the community on July 30th. The community of Sutcliff was evacuated, as well as Pyramid Lake itself while BLM utilized the lake's water supply for air support. TM Crews and TM Volunteers from Silver Lake continued to battle the series of blazes into August until released by BLM.

Training

- Wildland Drill with WCSO RAVEN
- Wildland Refresher
- Vaccination Training
- Quarterly Training with REMSA
- Reserve Firefighter Orientation Training
- HAZMAT Triad Training
- Rope Rescue Drills with Volunteers
- Annual Regional Wildland Sand Table Exercise
- NFPA Ventilation Training
- EMS Training – Pediatric Emergencies
- EMS Training – Pediatric Assessment

Accomplishments

- Six (6) new Firefighter/Paramedics began active duty
- Badge Pinning Ceremony for new recruits
- Provided Automatic CPR Device demonstration to the Washoe County Health District
- Continuing to provide support to Gerlach
- Hosted Ride Alongs for 24 TMCC EMT Students
- Conducted Hose Testing
- Hydrotest Oxygen Cylinders
- QA/QI Committee Improvements
- Celebration of Life Ceremony for Chief Greene



VOLUNTEER FIRE DEPARTMENT MONTHLY REPORT

June 2016

The following report contains non-audited figures based on data extracted from the District's incident reporting system and Washoe County E-Comm Dispatch.

Monthly Call Volume by Station & Type									
STATION/DISTRICT									
VOLUNTEER RESPONSE: INCIDENT TYPE	221-Silver Lake VFD	223 - Lenmon Valley VFD	225 - Wadsworth (Pyramid Lake VFD)	227, 237, 301 - South Valleys VFD	229 - Palomino Valley Auxiliary	240 - Red Rock VFD	242 - Gerlach VFD	351 - Verdi VFD	TOTAL
Structure Fire									0
Wildland Fire	1	5		7	1		1	2	17
Vehicle/Trash/Other Fire		1							1
Emergency Medical Services		11		2		2	1	2	18
Motor Vehicle Accident	1			2					3
Rescue							1		1
HazMat/Hazardous Condition									0
Public Assist		3							3
Good Intent Call		5	1	3		1	1		11
Activated Fire Alarm									0
Severe Weather Related									0
Lightning Plan									0
Other									0
JUNE 2016 TOTAL	2	25	1	14	1	3	3	5	54

In the month of June, 2016 the Truckee Meadows Volunteers responded to 54 incidents. (Wadsworth Volunteers operate under Pyramid Lake Volunteer Fire Department. Incidents listed for the Wadsworth Volunteer Station 225 are specific to responses in the Truckee Meadows Fire Protection District boundary, and do not include responses into tribal territory.)

**Career personnel staffed the Gerlach Volunteer Fire Station through June 30, 2016*

AGENDA ITEM #9C

SIGNIFICANT INCIDENTS

Significant incidents for the month are reported below. The number of incidents reported in the Call Volume Table may not exactly match the narrative provided below; i.e. a structure fire that is limited to a small out building is reported in the Call Volume, however it does not warrant inclusion below.

Station by Commission District		
Station	District	Commissioner
Station 13 – Stead	5	Herman
Station 14 – Damonte Ranch	2	Lucey
Station 15 – Sun Valley	3/5	Jung / Herman
Station 16 – East Washoe Valley	2	Lucey
Station 17 – Spanish Springs	4	Hartung
Station 18 – Cold Springs	5	Herman
Station 30 – West Washoe Valley	2	Lucey
Station 35 – Mogul	5/1	Herman/Berkbigler
Station 36 – Arrowcreek	2	Lucey
Station 37 – Hidden Valley	2/4	Lucey/Hartung
Station 39 – Galena Forest	2/1	Lucey/Berkbigler

Stations are predominantly within the Commissioner's District as listed above.

Incidents:

Wildland Fire – Station 15 (Sun Valley); 4950 Spectrum Blvd.

Commissioner District 3

Aid Received from Reno Fire and NDF

On June 10th at 11:06 hours, crews were dispatched to a wildland fire burning behind 4950 Spectrum Blvd. The fire was burning away from structures at a high rate of spread in grass and brush. Resources responded from TMFPD, along with apparatus from Reno Fire and the Nevada Division of Forestry. The fire was contained at 7.9 acres. No injuries reported and no structures were damaged during this incident.

3 Brush Engines, 2 Water Tenders, 1 TM Training/Safety Captain, 2 TM Chief Officers, and 1 Lemmon Valley VFD Water Tender responded to this incident.

**Wildland Fire – Station 15 (Sun Valley); Applegate Drive
Commissioner District 5**

On June 11th at 17:49 hours, crews were dispatched to a reported wildland fire behind structures on Applegate Drive in Sun Valley. The fire was burning in a utility easement and threatening four residential structures and two out buildings. Crews arrived on scene and were able to contain the fire to ¼ acre with no structure loss. Additional apparatus from TMFPD arrived and assisted with extinguishing the fire and checking two out buildings for extension. No injuries were reported during this incident and two out buildings received minor exterior fire damage.

1 TM Engine, 3 TM Brush Engines, 1 TM Battalion Chief, and 1 Lemmon Valley VFD Brush Engine responded to this incident.

**Wildland Fire – Station 35 (Mogul); Hawken Fire
Commissioner District 1**

Mutual Aid received from multiple agencies in Nevada and California

On June 15th at 13:06 hours, TMFPD received a report of a wildland fire in the old Hawken fire burn. TMFPD was under red flag conditions due to high winds and low relative humidity. Initial jurisdiction was determined to be TMFPD. Command was established by TMFPD, and structure groups were established to protect the homes in the Eagle Nest subdivision, as well as in the City of Reno. The fire was managed as a Type 3 Incident with over 300 personnel at peak of the incident. Once the wind died down after dusk, crews were able to make good progress toward containment. The following day, air support was able to fly, and all forward progression was stopped, and containment was increased to 75%. By the night shift on June 16th, the complexity rating for the fire was down sized to a Type 4 Organization with minimal staffing for night shift. On June 17th, the fire was fully contained and mopped up with no visible smoke.

15 Type 1 Engines, 16 Brush Engines, 6 Hand Crews, RAVEN and NDF Air Support, and over 300 personnel, including TM Volunteers from Lemmon Valley and Verdi responded to this incident. Additional TM Volunteer stations provided coverage through the rest of the District.

**Wildland Fire – Station 16 (East Washoe Valley); Eastlake Blvd./ 1 Washoe Lake Drive
Commissioner District 2**

Automatic Aid provided to BLM and NDF

On June 19th at 22:55 hours, crews were dispatched to a wildland fire across from the Washoe State Park east of Eastlake Blvd. The fire was burning upslope in a mixture of grass and light sagebrush. Crews were able to contain the fire at 6.44 acres. Mutual aid was requested from RFD, SFD, NLTFPD to assist with the protection of the Washoe State Park, which had numerous campers in the park. WCSO also responded to assist with evacuations of the park, which ultimately were not needed due to the containment of the fire. The fire's origin started on BLM jurisdiction and was contained within the jurisdiction of NDF. No TMFPD acreage was burned during this incident.

3 TM Brush Engines, 1 TM Training/Safety Captain, 1 TM Battalion Chief, 1 TM Deputy Chief, and 1 South Valley Volunteer Patrol making a total of 15 TMFPD personnel, along with 58 NDF personnel, 4 RFD personnel, and 3 SFD personnel responded to this incident.

**Wildland Fire – Station 14 (Damonte Ranch); Rhodes Road and S. Virginia
Commissioner District 2**

On June 21st at 12:35 hours, crews were dispatched to a small wildland fire at the intersection of Rhodes Road and S. Virginia. The fire was originally reported near the Sierra Summit Mall by the first 911 caller. The fire was burning near a power pole on the south side of Rhodes Road. Crews from TMFPD and RFD quickly contained the fire. No structures were lost, and no injuries were reported.

3 TM Brush Engines, 1 TM Water Tender, 1 TM Safety/Training Captain, 1 TM Battalion Chief, 1 South Valley Volunteer Patrol, and 1 Reno Fire Engine responded to this incident.

**Wildland Fire – Station 16 (East Washoe Valley); 1580 at the Pleasant Valley Bridge
Commissioner District 2**

On June 21st at 18:46 hours, crews were dispatched to a wildland fire on the west side of I-580 Pleasant Valley Bridge. Crews responded from TM onto a combination of private/USFS property. The fire was burning below and upslope from the bridge. Aircraft could not fly due to approaching darkness. Mutual aid was requested from multiple agencies until hoselines were successfully deployed around the entire fire, approximately 1 hour and 40 minutes after arrival. Command was turned over to NDF/USFS for night operations and mop up the following day. The fire burned approximately 16 acres.

5 TM Brush Engines, 2 TM Water Tenders, 1 TM Safety/Training Captain, 1 TM Battalion Chief, TM Volunteers from South Valleys and Silver Lake VFD, in addition to numerous outside agencies responded to this incident.

**Water Rescue – Station 35 (Mogul); 1-80 Fwy Under the Bridge east of Garson Exit
Commissioner District 5
Rescue Required**

On June 22nd at 18:26 hours, RFD, WCSO Search and Rescue, REMSA and Careflight were dispatched to a possible water rescue. It was eventually determined that the incident was in the TMFPD jurisdiction, and TM resources were added to the call. Two NHP troopers who had gone to the river from the freeway to provide assistance while RFD units and TMFPD units were en route to the incident. Upon arrival the patient had been removed from the water by NHP and was intoxicated, hypothermic, and dehydrated. Crews were redirected to an access road that led from US 40 Hwy along the railroad tracks under the I-80 bridge. TMFPD and RFD swift water

technicians worked together to use an inflatable boat to transport the patient from one river bank to the other and load the patient into a REMSA ambulance for transport.

1 TM Engine, 1 TM Battalion Chief, 1 Verdi Volunteer Brush Engine, Reno Fire and WCSO Search and Rescue responded to this incident.

**Wildland Fire – Station 16 (East Washoe Valley); In the hills East of Pleasant Valley
Commissioner District 2**

On June 26th at 19:30 hours, crews were dispatched to a full brush response to a popular target shooting area east of Pleasant Valley. Upon arrival, bystanders were attempting to extinguish the fire, but it had grown too large and too quickly for them to contain it. Bystanders acknowledged that they started the fire while target shooting. TM units attacked the fire with a combination of mobile attack, progressive hoselines, and hand line construction. The fire was contained to approximately 18 acres and no structures/property were threatened or destroyed. The fire was turned over to BLM to continue mop up through the evening and next day.

3 TM Brush Engines, 1 TM Safety/Training Captain, 1 TM Battalion Chief, 2 TM Chief Officers, and 2 South Valley Volunteer units responded to this incident.

TRAINING AND ACTIVITY

STATION	ACTIVITY	CREWS	HOURS PER	TOTAL HOURS
Lemmon Valley VFD	CECBEMS Bleeding and Shock Advanced	1	1	1
	CECBEMS Pharmacology Basic	3	1	3
	HAND LINE CONSTRUCTION AND FIRE SHELTER DEPLOYMENT	5	2	10
	General HIPAA Awareness	1	1	1
	Health & Wellness	3	1	3
	Low Angle Rope Rescue Training-Didactic	1	1	1
	NFPA 1001 Building Construction	1	1	1
	NFPA 1001 Fire Behavior	2	1	2
	NFPA 1001 Ground Ladders	3	1	3
	RT-130: Annual Wildland Fire Safety Refresher (MOD #2)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	2	2	4
	RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	2	2	4
	S-190 Introduction to Wildland Fire Behavior (MOD #1)	1	2	2
	S-190 Introduction to Wildland Fire Behavior (MOD #4)	1	2	2
	Structure Protection Strategies in the Wildland/Urban Interface	4	0.5	2
	Water Supply	2	1	2
	Wildland Practical Drill-2016	1	3	3
	Workplace Stress	3	1	3
	Lemmon Valley VFD Total			41
Palomino Valley VFD	2016 Wildland Refresher (part 1)	1	4	4
	Fire Shelter Practical	1	1	1
	RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	1	2	2
	Wildland Practical Drill-2016	1	3	3
Palomino Valley VFD Total				12
Red Rock VFD	2016 Wildland Refresher (part 1)	2	4	8
	Fire Shelter Practical	4	1	4
	Health & Wellness	1	1	1

Palomino Valley VFD, Cont'd	Structure Protection Strategies in the Wildland/Urban Interface	5	0.5	2.5
	Wildland Practical Drill-2016	2	3	6
Red Rock VFD Total				21.5
Silver Lake VFD	2016 Wildland Refresher (part 1)	1	4	4
	Airport Fire MCI Vehicle and Trailer	1	2	2
	CECBEMS Altitude Emergencies	1	2	2
	CECBEMS Bleeding and Shock Advanced	1	1	1
	CECBEMS Burn Management Basic	1	1	1
	CECBEMS Methamphetamine	2	2	4
	CECBEMS Pharmacology Basic	1	1	1
	CECBEMS Respiratory Emergencies Basic	1	1	1
	Cyanokits	1	0.5	0.5
	Fire Shelter Practical	1	1	1
	Health & Wellness	2	1	2
	NFPA 1001 Ground Ladders	4	1	4
	NFPA 1001 Portable Extinguishers	1	1	1
	NFPA 1500 Hazard Communication	1	1	1
	RT-130: Annual Wildland Fire Safety Refresher (MOD #2)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	2	2	4
	S-190 Introduction to Wildland Fire Behavior (MOD #3)	1	2	2
	SCBA Competency-Classroom	1	1	1
	Search and Rescue	1	5	5
	Structure Protection Strategies in the Wildland/Urban Interface	6	0.5	3
	Water Supply	2	1	2
	Wildland Practical Drill-2016	5	3	15
	Workplace Stress	5	1	5
Silver Lake VFD Total				44.5
South Valleys VFD	2016 Wildland Refresher (part 1)	1	4	4
	Airport Fire MCI Vehicle and Trailer	1	2	2
	CECBEMS Pharmacology Basic	2	1	2
	Fire Shelter Practical	1	1	1
	Health & Wellness	3	1	3
	Low Angle Rope Rescue Training-Didactic	1	1	1
	NFPA 1001 Portable Extinguishers	1	1	1
	NFPA 1500 Hazard Communication	1	1	1
	Respiratory Protection Policy Review	1	0.5	0.5

South Valleys VFD, Cont'd	RT-130: Annual Wildland Fire Safety Refresher (MOD #1)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #2)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	1	2	2
	RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	1	2	2
	Search and Rescue	1	3	3
	Structure Protection Strategies in the Wildland/Urban Interface	4	0.5	2
	Water Supply	1	1	1
	Wildland Practical Drill-2016	4	3	12
	Workplace Stress	2	1	2
South Valleys VFD Total				43.5
Verdi VFD	Chain saw practice and fuel reduction around station.	3	3	9
	Finished RT-130 with deploying hose packs and digging hand line.	4	3	12
	HAND LINE CONSTRUCTION AND FIRE SHELTER DEPLOYMENT	5	2	10
	Structure protection training with B-351 I-zone lines at station 35.	5	2	10
	Fire Shelter Practical	3	1	3
	Health & Wellness	1	1	1
	Structure Protection Strategies in the Wildland/Urban Interface	3	0.5	1.5
	Water Supply	2	1	2
	Workplace Stress	1	1	1
Verdi VFD Total				49.5



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: September 20, 2016

Fire Chief _____
Finance _____
Legal _____
Risk Mgt. _____
HR _____

DATE: September 13, 2016

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Charles A. Moore, Fire Chief
Phone: 775.328.6123 Email: cmoore@tmfpd.us

SUBJECT: Authorize Staff to prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 for the purpose establishing an insurable interest, to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease, and to commence proceed with bids for a roof replacement. (All Commission Districts)

SUMMARY

Authorize Staff to prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease and to proceed with bids for a roof replacement on South Valley Volunteers, Inc. Community Building located at 3010 Lakeshore Blvd, Reno, NV 89701.

Strategic Objective supported by this item: *Safe, Secure and Healthy Communities*

PREVIOUS ACTION

None.

BACKGROUND

Lease Agreement.

Truckee Meadows Fire Protection District currently utilizes the property and buildings at 3010 Lakeshore Blvd (Station #227) as a Volunteer Fire Station. One building houses fire apparatus and the other serves as a training room and community center. In addition, South Valley VFD Inc. rents the community center on this property for miscellaneous events and retains the revenue (and will continue to do so).

The buildings are owned by South Valley Volunteers Inc. When the District terminated contracts with volunteer corporations on October 28, 2015, the District ceased to have an insurable interest in the buildings and contents. The lack of an insurable interest could preclude a claim in the event of a loss.

To establish an insurable interest, the District needs to have a simple lease agreement between the parties. The insurance carrier has suggested implementing a straightforward lease agreement at a

minimal amount (such as a \$1.00 per year) in which TMFPD agrees to cover the building and contents, utilities and maintenance, and any items not owned by TMFPD - but needing to be insured by TMFPD. The lease would also establish a schedule identifying ownership of equipment and name the South Valley VFD, Inc. as the loss payee for their owned assets.

It is Staff desire to advise the Board of all circumstances and cost associated with this project with the following:

Roof Repair.

In a previous wind event, the community building at this address suffered damage. With the assistance of Washoe County CSD, the roof has been inspected and it has been determined that the entire roof needs replacement for the reason that there are too many old layers on the existing deck and asbestos has been found in one of the old roof layers. The roof needs to be completely removed and re-installed. Additionally, there is a broken rafter supporting the roof. This rafter requires replacement.

The District can solicit bids for the repair of the roof now; however, it is recommended that the District not proceed with the repair until the lease is executed by South Valley VFD, Inc.

The cost of roof replacement is estimated not to exceed \$40,000.00.

Photos of the existing building are attached to this staff report.

FISCAL IMPACT

The final fiscal impact is unknown at this time. There are sufficient funds within the current FY budget to complete the repair up to \$40,000.

RECOMMENDATION

Staff recommends the Board authorize prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 for the purpose establishing an insurable interest, to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease, and to commence proceed with bids for a roof replacement.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion could be:

"I move to authorize prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 for the purpose establishing an insurable interest, to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease, and to commence proceed with bids for a roof replacement."



MEMORANDUM

September 14, 2016

To: Board of Fire Commissioners
Truckee Meadows Fire Protection District

Fm: Charles A. Moore, Fire Chief

Re: Upcoming Agenda Items

Commissioners, here is a list of items and topics that will be coming before the Board in the next month and beyond:

October:

- Renewal of Automatic Aid Agreement with City of Reno
- Presentation on enhanced automatic aid with City of Sparks
- Revision to Fire Chief's Employment Agreement
- Mutual Aid Agreement with Bureau of Land Management
- Building lease with South Valley Volunteers, Incorporated

Upcoming

- Acceptance of Nevada Fire Safe Council bankruptcy disbursement
- Discussion on TMFPD Boundary expansion North of Township 22
- De-annexation of Sierra Sage Golf Course, TM Station 13 and 35.
- Revised contract for service with Sierra County, California
- Employee Health Insurance renewal