

BOARD OF FIRE COMMISSIONERS

Bob Lucey, Chair
Marsha Berkbiger, Vice Chair
Kitty Jung
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, April 18, 2017

**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.

9:00 am *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. 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).

5. Consent Items: Approval of minutes from the March 21, 2017 meeting.

6. Proclamation – Wildfire Awareness Month

*7. I.A.F.F. Local 3895 Report

*8. Introduction of New Employee and Promotional Announcements

New Hire

Firefighter Paramedic Geno Higman

Promotion

Fire Captain Mark Thyer

Fire Equipment Operator Chris McNaught

9. Discussion and possible direction to staff on the Fire Chief Report to include the following items related to fire district operations:

1. Volunteer Program Status

2. Update on Cost of Lemmon Valley Flood Response (Req. by Commissioner Hartung)

3. Update on District's Fleet Replacement Schedule (Req. by Chairman Lucey)

4. Highlights of proposed FY 17/18 Budget

10. Discussion and possible approval to authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp.
11. Discussion and possible direction to staff regarding fuels management issues and future strategies.
12. Approval of a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents.
13. Approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities.
14. Discussion and direction to staff regarding 2017 Nevada Legislative Session and other legislative issues proposed by legislators, or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to Truckee Meadows Fire Protection District.
- *15. 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).
16. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220.
- *17. 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.

MARCH 21, 2017

PRESENT:

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

Nancy Parent, County Clerk
Paul Lipparelli, 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:

17-034F AGENDA ITEM 3 Public Comment.

There was no response to the call for public comment.

17-035F AGENDA ITEM 4 Commissioners'/Fire Chief's announcements.

Fire Chief Charles Moore announced the Standards of Cover revision document was almost complete and hoped to present a draft of it at the April meeting.

CONSENT ITEMS – 5A THROUGH 5B

17-036F 5A Approval of minutes from the February 21, 2017 meeting.

5B Review, discussion and possible approval of an agreement to retain Eide Bailly LLP to perform independent audit services for Truckee Meadows Fire Protection District for the Fiscal Year 16/17 in an amount not to exceed \$31,590.

There was no public comment on Consent Items 5A through 5B.

On motion by Commissioner Hartung, seconded by Commissioner Jung, which motion duly carried, it was ordered that the Consent Agenda Items 5A through 5B be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 5A through 5B are attached hereto and made a part of the minutes thereof.

17-037F AGENDA ITEM 6 I.A.F.F. Local 3895 Report.

President of the International Association of Firefighters (IAFF) Local 3895 Ian Satterfield announced the annual Guns and Hoses golf tournament was approaching. He stated he went as a representative of the Professional Fire Fighters of Nevada (PFFN) to an event in Washington D.C. There he lobbied for the Staffing for Adequate Fire and Emergency Response (SAFER) grant and firefighter grants. He congratulated the new employees who were being introduced and the recipients of the Firefighter and Paramedic of the Year awards.

There was no public comment or action on this item.

17-038F AGENDA ITEM 7 Presentation of Award by VFW Post 10053, Scott Wilcox. Firefighter of the Year: Brian Paquette; Paramedic of the Year: Noekeef Henry

Scott Wilcox stated as veterans they supported both other veterans and those in their community. He claimed the District and its firefighters did not get enough recognition from the public. He announced that, not only did the recipients win awards at the District and State levels, they also won the National Firefighter and Emergency Medical Technician (EMT) awards. He presented the awards to Firefighter of the Year Brian Paquette and Paramedic of the Year Noekeef Henry along with an appreciation from Veterans of Foreign Wars (VFW) National Commander Brian Duffy. He said this reflected their dedication, readiness, and the District they served, and he presented them each with \$150 checks and State Commander's pins.

Veteran David L. Armstrong added while some veterans were involved in combat some of the time, firefighters and EMTs were out there every day working.

Fire Chief Charles Moore said Brian Paquette saved the District thousands of dollars because of his expertise keeping safety equipment working properly. He remarked Noekeef Henry trained hundreds of people in cardiopulmonary resuscitation (CPR) and was tireless in his passion, even working on his days off. Chair Lucey called the two award recipients exemplary examples of excellence and thanked them for their service.

There was no public comment or action on this item.

17-039F AGENDA ITEM 8 Presentation of a donation to the Truckee Meadows Firefighters Foundation by VFW Post 10053, Scott Wilcox

Mr. Scott Wilcox presented a check for \$150 and stated he wanted it to go to a good cause.

There was no public comment or action taken on this item.

17-040F **AGENDA ITEM 9** Discussion and direction to staff regarding 2017 Nevada Legislative Session and other legislative issues proposed by legislators, or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues as may be deemed by the Chair or the Board to be of critical significance to Truckee Meadows Fire Protection District.

Fire Chief Charles Moore mentioned Assembly Bill (AB) 297 which would require local governments to designate areas for persons to meet for the sale of personal property initiated on the internet; the legislation proposed the Board designate areas in a fire station and a police station. He felt it was impractical to assign a fire station because if there was an emergency call there would be no way to safeguard the equipment and personal property of the firefighters. He recommended they oppose the bill, at least in terms of identifying a fire station as a place to meet. He also addressed Bill Draft Request (BDR) 40-646 about the recognition of Emergency Medical Services (EMS) licensure. He said the District would often send licensed paramedics into California for a traffic accident but that was problematic since they were not licensed in California. The legislation would create a compact to recognize both California and Nevada certifications when providing mutual aid across state lines. He recommended the Board support BDR 40-646.

On motion by Commissioner Berkbigler, seconded by Commissioner Jung, which motion duly carried, it was ordered that the Board support BDR 40-646 as written.

Commissioner Hartung inquired if the Board was taking a position on AB 297. Chief Moore repeated his recommendation the Board should oppose AB 297.

Commissioner Berkbigler moved that the Board oppose AB 297, seconded by Commissioner Jung.

Before a vote took place, Commissioner Hartung asked if they should include a caveat about opposing the bill as written because he supported the bill's intent as far as a police station providing space for such transactions. When asked by Commissioner Berkbigler how police chiefs felt about the bill, Chief Moore replied he had not spoken to law enforcement about their concerns. Commissioner Jung commented she was not sure why fire stations were any safer since they were not armed.

On amended motion by Commissioner Berkbigler, seconded by Commissioner Jung, which motion duly carried, it was ordered that the Board oppose the provision in AB 297 which included fire houses.

There was no public comment on this item.

17-041F AGENDA ITEM 10 Introduction of new Employees

Fire Chief Charles Moore introduced Battalion Chief Alexander Kukulus and Captain Christopher Black. Mr. Black was a training officer at the regional academy where they participated with Carson City, East Fork, North Lake Tahoe, and other departments.

Chief Kukulus praised Captain Black and the other instructors who taught the 10-week academy in Carson City. The new recruits trained during challenging weather which tested them both mentally and physically. He stated the Truckee Meadows Fire Protection District (TMFPD) worked with seven other departments and all instructors handled the recruits together.

Chief Black remarked he was honored to be the TMFPD representative for the training and praised the four graduates as great representatives of the TMFPD. He introduced the following new employees:

- Dillon Lowe, Firefighter Paramedic
- Richard Norgrove, Firefighter Paramedic
- Shane Parker, Firefighter Paramedic
- Chase Perham, Firefighter Paramedic

Chief Moore introduced the following new employees:

- Brent Roberts, Firefighter Paramedic Carson City
- Austin Stowe, Firefighter Paramedic Carson City

Chief Moore stated these employees were already on duty and commented Mr. Parker was called to fight a structure fire on his first day on the job. Chair Lucey and Commissioner Berkgigler congratulated and thanked the new recruits.

There was no public comment or action taken on this item.

17-042F AGENDA ITEM 11 A. Discussion and possible direction to staff on the Fire Chief Report to include the following items related to fire district operations: 1. Volunteer Program Status. 2. Deputy and Division Chief Recruitment Status. 3. Verdi Fire Protection Update. 4. Automatic and Mutual Aid Update. B. Career Statistics and Report for January 2017. C. Volunteer Statistics and Report for January 2017

Chief Moore spoke about the volunteer orientation held on March 20, 2017, and stated there were around 45 interested people including a good cross-section of men and women. Many applications were distributed. He explained the next step for applicants was a background check and, if cleared, a physical. He anticipated wildland training in late April to have them ready for wildland season in June, followed by training in structural firefighting and water tender driving. He said the volunteers were interested

in serving in various areas of the County including South Valleys, Lemmon Valley, and Verdi. He announced Deputy Chief and Division Chief recruitment was scheduled for April 19 and 20; there were 11 candidates for Deputy Chief and nine for Division Chief of Emergency Medical Services (EMS). They hired Emergency Services Consulting International (ESCI) to help narrow down the pool to three finalists for each position. Those finalists would return for final interviews and a meet-and-greet which Chief Moore encouraged the Board to attend.

Chief Moore presented a photo of the new water tender that would go into service after radios and equipment were added and staff was trained to operate it. The new truck would be placed at the Verdi Volunteer station and it would replace the water tender owned by the Verdi Association which was difficult to drive. He anticipated another water tender would be placed in South Valleys in April. He stated because of the contentious nature of the August 2, 2016 fire in Verdi, he was launching a 3rd-party investigation to review the facts. The chief overseeing the investigation was a type one incident commander and chief of a significant rural district in the State of Washington. Chief Moore has asked him to review the disputes about response time, the involvement of fire when firefighters arrived, and the number of Reno fire engines at the scene. In addition the investigator would look at District resources relative to rural capabilities to make recommendations for Verdi. He offered having the chief come back to present a report to the Board in April or May and, if approved, they would mail a copy of the report to all Verdi property owners.

Chief Moore said they were making progress with Sparks about Automatic Vehicle Location (AVL). Regarding the mutual aid issue, he would meet with the Reno Fire Chief to discuss sending the closest unit to respond to medical emergencies as was their current practice with structure fires.

Commissioner Berkbigler asked Chief Moore to bring the report on the Verdi fire back to the Board so the presentation could be made on the record.

Chair Lucey noted in the career stat report there was a significant rise in medical calls, from 765 in January 2016 to 929 in January 2017, including 547 EMS calls. He suggested reviewing their capabilities to make sure they were properly staffed to handle the call volume.

Commissioner Jung thanked the Chief for preparing the transition plan in a dashboard view but asked for a color version to allow for quicker viewing. Chief Moore said he would send an electronic version.

On the call for public comment, James Sievers stated the fire in Verdi happened in August 2016. He stressed they were anxious to see steps taken to prepare them for the start of fire season in three months.

On motion by Commissioner Hartung, seconded by Commissioner Berkbigler, which motion duly carried, it was ordered that Agenda Item 11 be accepted.

17-043F **AGENDA ITEM 12** Discussion and possible action to approve the Truckee Meadows Fire Protection District Five Year Buyout of Workers' Compensation Claims for Fiscal Year 11/12 in the amount of \$1,548,404.50 per the Reno-TMFPD Interlocal Agreement and to authorize the execution of a resolution transferring \$25,000 from the Truckee Meadows Fire Protection District General Fund Contingency Account to the Workers' Compensation Fund and to use that transfer to augment the District's Fiscal Year 16/17 Workers' Compensation Fund Budget in the amount of \$25,000 for the purpose of paying the five year buyout of workers' compensation.

When asked by Fire Chief Charles Moore if he had to read the entire Agenda Item, Legal Counsel Paul Lipparelli answered the Fire Board had no practice of reading agenda titles and left it to the Chief's discretion. Chief Moore summarized the item was about a five-year buyout of Workers' Compensation claims.

Cindy Vance, Chief Fiscal Officer of the Truckee Meadows Fire Protection District (TMFPD) stated 2017 was the final year of the workers' compensation buyout from the City of Reno totaling \$1,548,404.50. Despite estimating conservatively, their appropriations were insufficient to cover this. She asked the Board for authority to pay the invoice in the above amount and to authorize a resolution to transfer funds from the Truckee Meadows Fire Protection District General Fund Contingency Account to the Workers' Compensation Fund.

Responding to Chair Lucey's inquiry, Ms. Vance confirmed this payment would finalize the Workers' Compensation claims for Reno.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 12 be approved and authorized. The Interlocal Agreement and Resolution for same is attached hereto and made a part of the minutes thereof.

17-044F **AGENDA ITEM 13** Discussion and action on a Resolution transferring the net position of \$616,544 from and subsequently eliminating the District's Health Benefits Internal Service Fund to the District's general fund account in accordance with the approved Fiscal Year 16/17 budget.

Chief Fiscal Officer of the Truckee Meadows Fire Protection District (TMFPD) Cindy Vance read the Agenda Item and stated the TMFPD's fund was put into place to pay for self-insurance and retiree benefits. Since all employees were fully insured and the Department used the other post-employment benefit plan trust to pay retiree benefits, there was no longer a need for this fund.

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 13 be approved. The Resolution for same is attached hereto and made a part of the minutes thereof.

17-045F **AGENDA ITEM 14** Discussion and possible approval to purchase three (3) new Fire Prevention Vehicles in accordance with Nevada State Contract Bid 8475 in the amount of \$29,762.25 per vehicle and to approve additional modifications and equipment for each estimated at \$25,000.

Chief Moore introduced the item and mentioned they had increased their fire prevention staff to three but the vehicles they were driving were old. When asked by Commissioner Hartung how often the modification equipment needed to be replaced, Fire Chief Charles Moore replied it lasted the life of the vehicle. He clarified the equipment consisted of radios, light bars, and camper shells.

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 14 be approved.

17-046F **AGENDA ITEM 15** Discussion and possible approval to staff to advertise and solicit bid proposals for Truckee Meadows Fire Protection District for the equipment purchase of one (1) four-wheel drive ambulance.

Fire Chief Charles Moore stated the ambulance in service in the Bowers Mansion area was old and needed replacing. He acknowledged there were limited opportunities to respond to medical calls in the area due to their agreement with the Regional Emergency Medical Services Authority (REMSA) but they did respond to REMSA's calls in Washoe Valley.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 15 be approved.

17-047F **AGENDA ITEM 16** Discussion and possible approval of a proposal to enter into and purchase a Software License Agreement and Support Agreement in the amount of \$32,500 for CODE3SIMULATOR software with Levrum, Inc.

Fire Chief Charles Moore explained the software would allow the District to examine different deployment schemes to help them assess the viability of peak

activity units and study where their busiest fire stations were. They would use this software in lieu of contracting a consulting firm to perform those surveys.

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 16 be approved.

17-048F **AGENDA ITEM 17** Discussion and possible approval or modification of a list of evaluators for a 360 degree evaluation for the Fire Chief's annual performance review and direction to staff to develop a survey and distribute the survey to the evaluators.

Fire Chief Charles Moore provided a list of potential evaluators to the Commissioners and suggested adding the Chief of the Division of Emergency Management for Nevada Caleb Cage to the list.

Commissioner Jung asked if Sam Hicks, incident commander for the Lemmon Valley flooding incident, was on the list. Chief Moore said he was not but the President of the Chief Officers Association Chris Ketring was. He explained both men were part of the same labor unit but Battalion Chief Ketring was the president; the rationale for including him was because the President of International Association of Firefighters Local 3895 was also included. He stated he was not opposed to adding Mr. Hicks to the list of evaluators. Commissioner Jung felt he was the most intimate with the incident in Lemmon Valley and recommended he should be added to the list.

Chair Lucey asked how many of the top nine evaluators reported directly to Chief Moore, to which the Chief replied six, or seven if Mr. Hicks was included. Chief Moore confirmed the Commissioners would be evaluators as well. Chair Lucey agreed Sam Hicks should be placed on the list along with Mr. Cage and Battalion Chief Alexander Kukulus, who was the incident commander for the Little Valley fire.

There was no public comment on this item.

On motion by Commissioner Lucey, seconded by Commissioner Jung, which motion duly carried, it was ordered that Agenda Item 17 be approved with the addition of Sam Hicks, Caleb Cage, and Alexander Kukulus.

17-049F **AGENDA ITEM 18** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

There was no closed meeting.

17-050F AGENDA ITEM 19 Announcements/Reports.

Commissioner Hartung asked how soon Fire Chief Charles Moore could bring a report to the Board about the additional costs involved with the Lemmon Valley flood. Chief Moore replied he could provide a year-to-date estimate though they were not complete with the effort; a full summary would be available once complete. Commissioner Hartung asked if the report would separate the cost of regular duties versus flood-related duties. Chief Moore responded when an employee filled out a time sheet they attached an internal order which designated if the duties performed were associated with flood issues.

Chair Lucey thanked the staff in the audience who took part in the meeting. He asked for a full equipment audit including the ages of engines and tenders, as well as potential replacement schedules. Chief Moore said they already had one and would provide it.

17-051F AGENDA ITEM 20 Public Comment.

There was no response to the call for public comment.

* * * * *

9:49 a.m. There being no further business to discuss, the meeting was adjourned without objection.

BOB LUCEY, Chair
Truckee Meadows Fire
Protection District

ATTEST:

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

Minutes Prepared By:
Derek Sonderfan, Deputy County Clerk

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

~PROCLAMATION~

- WHEREAS,** wildfire significantly impacts Truckee Meadows Fire Protection District's environmental, economic and social well-being; and
- WHEREAS,** homeowners should ensure proper management of vegetation surrounding the home and appropriate home construction and maintenance to resist ignition; and
- WHEREAS,** residents can save precious time in an evacuation by preparing a to-go bag and family evacuation plan ahead of time; and
- WHEREAS,** communities should create well designed fuel breaks, ensure good access for emergency vehicles and consider multiple evacuation routes; and
- WHEREAS,** residents should evacuate immediately when asked by emergency responders.

NOW, THEREFORE, the Truckee Meadows Fire Protection District County Board of Fire Commissioners does hereby support and proclaim May 2017 as

~ Wildfire Awareness Month ~

and supports this year's theme "Wildfire! Prepare. Anticipate. Evacuate." as a means for education and a call for residents of Truckee Meadows Fire Protection District to take action to reduce the wildfire threat and prepare their homes, families and community for wildfire, anticipate a possible evacuation and to evacuate their homes when asked.

ADOPTED this 18th day of April, 2017.

Bob Lucey, Chair
Truckee Meadows Fire Protection District
Board of Fire Commissioners



MEMORANDUM

April 10, 2017

To: Board of Fire Commissioners
Truckee Meadows Fire Protection District

Fm: Charles A. Moore, Fire Chief

Re: **Fire Chief's Report**

Issues to be discussed with possible direction to staff include:

- Volunteer Program Status
- Update on Cost of Lemmon Valley Flood Response (Req. by Commissioner Hartung)
- Update on District's Fleet Replacement Schedule (Req. by Chairman Lucey)
- Highlights of proposed FY 17/18 Budget

Volunteer Program Update:

Following last month's informational and recruitment meeting, the District sent 39 applications.

- 17 Applications have been received.
- 14 interviews have been conducted with background checks initiated. (The interview process explains training and participation.)
- 2 of the 17 are being directed to the reserve program based on current certifications. Reserve firefighters may also participate in the regular volunteer program.

Lemmon Valley Response Costs:

A summary of personnel costs related to the Lemmon Valley incident through March 19, 2017 is included at the back of this memo. Costs for commodities are not included, but they are attributable mostly to fuel, which is difficult to track by incident.

The District has recorded a total of \$85,071.96 in personnel costs.

District Fleet Replacement Schedule:

Attached is a comprehensive schedule of rolling stock and estimates of replacement dates. The District looks at a number of factors in determining replacement of an individual unit, but in general terms, the District plans replacement at the following intervals:

- Type 1 structural fire engine. Acquire 2 every other year. Practical service life is 15 years with 10 years on front line service and 5 years in reserve or volunteer status.
- Type 3 Brush engines. Acquire 2 every three years. Practical service life is 15-20 years with 10-15 years on front line service and then 5 years in reserve or volunteer status.
- Water Tenders. Practical service life is 15 to 20 years.
- Command & fire Prevention vehicles. Practical service life is 5-7 years or 150,000 to 200,000 miles. At the end of front line service, they are moved to fire stations where they are used as utility vehicles and/or snow plows.
- Patrol Vehicles. Acquired as needed for volunteer service.
- Ambulance/Medic. Acquired as needed. Limited use.

Run by: CVANCE
 Run date: 04/06/2017 17:23:00
 Report: 400/ZF15

Washoe County
 Plan/Actual/Commit (FC)

Page: 1/ 1
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 Variation: 65/ 84

Period: 1 thru 10 2017	Fund: TMFPD	Truckee Meadows Fire-All Compo
Account: GO-P-L	Fund Center: IN60443	North Valley Flooding 2017

Accounts	Plan	Actual	PO Commit	Actual + PO	Available	Avail%	PreCommit	Available	Avail%
701300 Overtime		79,092.95		79,092.95	79,092.95-			79,092.95-	
701408 Call Back		2,710.29		2,710.29	2,710.29-			2,710.29-	
701422 Certification Pay		2,077.00		2,077.00	2,077.00-			2,077.00-	
* SALARIES AND WAGES		83,880.24		83,880.24	83,880.24-			83,880.24-	
705230 Medicare April 1986		1,191.72		1,191.72	1,191.72-			1,191.72-	
* EMPLOYEE BENEFITS		1,191.72		1,191.72	1,191.72-			1,191.72-	
*** Total		85,071.96		85,071.96	85,071.96-			85,071.96-	



Truckee Meadows Fire Protection District Apparatus Replacement Schedule



April 2017



Truckee Meadows Fire Protection District Apparatus Replacement Schedule

FD#	Year	Make	Model	Type	EST. COST	MILEAGE	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
ADMINISTRATION												
FD0004	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	42,650		\$67,000				
FD0062	2008	CHEVROLET	IMPALA	ADMIN VEHICLE	\$35,000	49,372						
FD0017	2016	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$75,000	397	\$75,000					
FD0018	2016	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$75,000	312	\$75,000					
							SUBTOTALS:	\$150,000	\$67,000	\$0	\$0	\$0
FIRE PREVENTION												
FD0042	2007	CHEVROLET	TAHOE	FIRE PREVENTION	\$55,000	89,488	\$55,000					
FD0061	2008	CHEVROLET	TAHOE	FIRE PREVENTION	\$55,000	82,652	\$55,000					
FD0022	2016	CHEVROLET	SILVERADO 1500	FIRE PREVENTION	\$55,000		\$55,000					
WN	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	FUELS MANAGEMENT				FD0004				
							SUBTOTALS:	\$165,000	\$0	\$0	\$0	\$0
COMMAND VEHICLES - BATTALION CHIEFS												
FD0002	2013	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	51,386				\$71,000		
FD0003	2013	CHEVROLET	SILVERADO 2500 4WD - EXT CAB	COMMAND VEHICLE	\$65,000	64,513				\$71,000		
FD0005	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	37,046					\$73,000	
FD0009	2015	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	26,467						\$75,000
FD0010	2015	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	32,686						\$75,000
FD0011	2015	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	25,270						\$75,000
							\$0	\$0	\$0	\$142,000	\$73,000	\$225,000
LOGISTICS												
FD0007	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	52,786				\$71,000		
FD0057	2008	DODGE	RAM 5500	SHOP TRUCK	\$75,000	102,252				\$82,000		
FD5022	1998	INTERNATIONAL	4800	SERVICE TRUCK	\$150,000	73,880				\$200,000		
FD0247	2003	CHEVROLET	SILVERADO 1500 4X4	COMMAND VEHICLE	\$65,000	119,337						
							\$0	\$0	\$0	\$353,000	\$0	\$0
TRAINING AND SAFETY												
FD0006	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	COMMAND VEHICLE	\$65,000	65,885				\$71,000		
FD5066	2008	CHEVROLET	TAHOE	COMMAND VEHICLE	\$55,000	105,049						
							SUBTOTALS:	\$0	\$0	\$0	\$71,000	\$0
OPERATIONS TYPE I												
FD0013	2003	PIERCE	QUANTUM PUMPER	TYPE I ENGINE	\$650,000	156,938		\$670,000				
FD0019	2008	PIERCE	ARROW	TYPE I ENGINE	\$650,000	2,000						\$754,000
FD0035	2006	PIERCE	ARROW	TYPE I ENGINE	\$650,000	140,418						
FD0045	2007	PIERCE	QUANTUM PUMPER	TYPE I ENGINE	\$650,000	87,209						
FD0046	2007	PIERCE	QUANTUM PUMPER	TYPE I ENGINE	\$650,000	103,559				\$710,000		
FD0100	2013	PIERCE	ARROW XT	TYPE I ENGINE	\$650,000	55,355						
FD0101	2013	PIERCE	ARROW XT	TYPE I ENGINE	\$650,000	47,201						
FD0102	2013	PIERCE	SABER	TYPE I ENGINE	\$650,000	30,384						
FD0103	2014	PIERCE	ARROW XT	TYPE I ENGINE	\$650,000	45,561						
FD0104	2014	PIERCE	ARROW XT	TYPE I ENGINE	\$650,000	30,843						
FD0105	2015	PIERCE	ARROW XT	TYPE I ENGINE	\$650,000	25,614						
FD0172	1996	HME	PUMPER	TYPE I ENGINE	\$650,000	137,445		\$670,000				



Truckee Meadows Fire Protection District Apparatus Replacement Schedule

FD#	Year	Make	Model	Type	EST. COST	MILEAGE	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
FD0175	1995	FREIGHTLINER	PUMPER	TYPE I ENGINE	\$650,000	181,187						
FD0502	1995	INTERNATIONAL	7400 TFT	TYPE I ENGINE	\$650,000	14,980						
FD0516	2008	PIERCE	CONTENDER	TYPE I ENGINE	\$650,000	33,985						
FD5002	1996	HME	FIRE TRUCK TFT	TYPE I ENGINE	\$650,000	122,567		\$200,000				
FD5020	1996	HME	FIRE TRUCK TFD	TYPE I ENGINE	\$650,000	90,344						
FD5036	2008	PIERCE	DASH	TYPE I ENGINE	\$650,000	96,982				\$710,000		
FD5037	2008	PIERCE	DASH	TYPE I ENGINE	\$650,000	91,443						\$754,000
					SUBTOTALS:		\$0	\$1,540,000	\$0	\$1,420,000	\$0	\$1,508,000
OPERATIONS - TYPE III												
FD0014	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	30,222						
FD0015	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	25,118						
FD0016	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	3,155						
FD0043	2006	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	13,844						
FD0044	2007	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	14,014						
FD0063	2009	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	13,600						
FD0106	2015	PIERCE	FREIGHTLINER	TYPE III BRUSH	\$400,000	5,835						
FD0107	2015	PIERCE	FREIGHTLINER	TYPE III BRUSH	\$400,000	5,108						
FD0108	2015	PIERCE	FREIGHTLINER	TYPE III BRUSH	\$400,000	7,180						
FD0500	2005	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	6,441						
FD0545	2005	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	12,766						
FD5009	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	25,212						
FD5015	1996	INTERNATIONAL	4800	TYPE III BRUSH	\$400,000	46,701						
FD5018	1996	INTERNATIONAL	4800	TYPE III BRUSH	\$400,000	50,777					\$450,000	
FD5033	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	38,886					\$450,000	
FD5034	2004	INTERNATIONAL	7400 PUMPER	TYPE III BRUSH	\$400,000	34,106						
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$900,000	\$0
OPERATIONS - WATER TENDER												
FD0040	2006	FREIGHTLINER	CONVENTION TTM	WATER TENDER	\$400,000	21,194						
FD0041	2006	FREIGHTLINER	CONVENTION TTM	WATER TENDER	\$400,000	24,155						
FD0109	2017	FREIGHTLINER	WATER TENDER	WATER TENDER	\$400,000	1,000	\$343,533					
FD0110	2017	FREIGHTLINER	WATER TENDER	WATER TENDER	\$400,000	1,000	\$343,533					
FD0113	2018	FREIGHTLINER	WATER TENDER	WATER TENDER	\$250,000	2,000	\$215,000					
FD0174	1990	FREIGHTLINER	WATER TENDER	WATER TENDER	\$400,000	59,215			\$60,000			
FD0182	1991	FREIGHTLINER	WATER TENDER	WATER TENDER	\$400,000	43,207	\$60,000					
FD5059	2006	INTERNATIONAL	WATER TENDER	WATER TENDER	\$400,000	8,861						
FD5068	2006	INTERNATIONAL	WATER TENDER	WATER TENDER	\$400,000	14,139						
					SUBTOTALS:		\$962,066	\$0	\$60,000	\$0	\$0	\$0
OPERATIONS - PATROL TRUCK												
FD0222	1996	FORD	F350 4X4	PATROL TRUCK	\$45,000	49,727						
FD0228	1999	FORD	F350 4X4	PATROL TRUCK	\$45,000	66,397						
FD5011	1990	CHEVROLET	3500 4X4	PATROL TRUCK	\$45,000	88,708						
FD5012	2005	DODGE 3500	PATROL TRUCK	PATROL TRUCK	\$45,000	58,377						
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$0	\$0



Truckee Meadows Fire Protection District

Apparatus Replacement Schedule

FD#	Year	Make	Model	Type	EST. COST	MILEAGE	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
OPERATIONS - RESCUE												
FD0137	2011	FORD	F550 SUPER HME	RESCUE	\$225,000	49,316						
FD0178	1997	FREIGHTLINER	HEAVY RESCUE	RESCUE - HEAVY	\$225,000	32,771					\$253,000	
FD0515	2008	DODGE 5500	RAM 5500	RESCUE/PATROL	\$60,000	36,046						
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$253,000	\$0
OPERATIONS - SERVICE TRUCKS												
FD0197	1999	FORD	F450 4X4	SERVICE TRUCK	\$45,000	142,065						
FD0231	2000	FORD	PICK UP	SERVICE TRUCK	\$45,000	71,568						
FD0245	2003	FORD	F150 4X4 PICK UP	SERVICE TRUCK	\$45,000	63,641						
FD0246	2003	FORD	F150 4X4	SERVICE TRUCK	\$45,000	81,917						
FD5029	1999	FORD	F250	SERVICE TRUCK	\$45,000	13,864						
FD0229	1999	FORD	F350 4X4	TOW BOAT	\$55,000	75,023						
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$0	\$0
OPERATIONS - MISCELLANEOUS												
FD0008	2014	CHEVROLET	SILVERADO 2500 4WD - CREW CAB	HAZMAT	\$45,000	4,969						
FD5025	1998	INTERNATIONAL	4800	FUELS TRUCK	\$75,000	104,552					SURPLUS	
FD0051	2007	DODGE	RAM 3500	AIR TRUCK	\$75,000	7,955						
FD5057	1997	FORD	COACH AMBULANCE F350	AMBULANCE	\$250,000	105,602		SURPLUS				
TBD	2018	TBD	TBD	AMBULANCE	\$100,000		\$105,602					
TBD	2018	TBD	TBD	AMBULANCE	\$100,000			\$100,000				
					SUBTOTALS:		\$105,602	\$100,000	\$0	\$0	\$0	\$0
OPERATIONS - UTILITY/RESERVE												
FD0036	2007	CHEVROLET	TAHOE	RESERVE	\$55,000	104,173						
FD0037	2007	CHEVROLET	TAHOE	RESERVE	\$55,000	133,146						
FD0038	2007	CHEVROLET	SILVERADO	RESERVE	\$55,000	85,496				\$61,000		
FD0241	2003	GMC	YUKON	RESERVE	\$55,000	116,209						
FD5003	2005	CHEVROLET	TAHOE	RESERVE	\$55,000	109,910						
FD5004	2009	CHEVROLET	SILVERADO	RESERVE	\$55,000	119,831			\$59,000			
FD5013	2004	FORD	F250	UTILITY	\$45,000	102,063						
FD5040	2001	CHEVROLET	SUBURBAN	UTILITY	\$45,000	141,653						
FD5054	2007	CHEVROLET	TAHOE	RESERVE	\$55,000	112,830			\$59,000			
FD5055	2007	CHEVROLET	TAHOE	RESERVE	\$55,000	93,308						
					SUBTOTALS:		\$0	\$0	\$118,000	\$61,000	\$0	\$0
OPERATIONS - TRAILER												
FD0001	2013	STEALTH	MCI TRAILER	TRAILER	\$75,000	N/A						
FD0020	2014	HAULMARK	WELLS CARGO 26'	TRAILER	\$10,000	N/A						
FD0021	2015	MIRAGE	XCEL 14'	TRAILER	\$10,000	N/A						
FD0239	1997	LIBERTY	AM BRISTOL AIR TRAILER	TRAILER	\$10,000	N/A						
FD0248	1998	KRO BUILT	BOAT TRAILER	TRAILER	\$10,000	N/A	\$8,000					
FD5052	2007	INTERNATIONAL	UTILITY/CARGO TRAILER	TRAILER	\$10,000	N/A						
FD5053	1985	BIG TEX	UTILITY TRAILER	TRAILER	\$10,000	N/A						
FD5058	2007	DOOLITTLE	DUMP TRAILER	TRAILER	\$10,000	N/A						
FD5062	2008	7-14DD	TOWMASTER TRAILER	TRAILER for Bobcat	\$15,000	N/A						



Truckee Meadows Fire Protection District Apparatus Replacement Schedule

FD#	Year	Make	Model	Type	EST. COST	MILEAGE	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
FD5082	2009	PJTM	UTILITY TRAILER	TRAILER	\$3,500	N/A						
TBD	2016	TBD	UTV UTILITY TRAILER	TRAILER	\$8,000		\$8,000					
TBD	2016	TBD	DUMP UTILITY TRAILER	TRAILER	\$8,000		\$8,000					
					SUBTOTALS:		\$24,000	\$0	\$0	\$0	\$0	\$0
OPERATIONS - NEW ADDITIONS												
LADDER TRUCK					\$1,300,000				\$1,300,000			
MOBILE COMMAND VEHICLE					\$400,000					\$400,000		
					SUBTOTALS:		\$0	\$0	\$1,300,000	\$400,000	\$0	\$0
OPERATIONS - MISC EQUIPMENT												
FD0238	1996	YALE	U1263 FORKLIFT	U1263 FORKLIFT	\$20,000	N/A						
FD0501	2017	VERMEER	CHIPPER	CHIPPER	\$60,000	N/A	\$57,053					
FD5056	2007	POLARIS	RANGER 6x6	UTV	\$9,000	N/A		\$20,000				
FD5060	2007	MOORBARK	TWISTER	CHIPPER	\$26,500	N/A						
FD5067	2008	POLARIS	RANGER 4x4	UTV	\$12,000	N/A						
FD5083	1995	BOBCAT	T300	SKID STEER LOADER -DOZER	\$50,000	N/A						
FD5084	1987	SHORELINE	BOAT TRAILER (to include boat)	BOAT	\$10,000	N/A		\$10,000				
					SUBTOTALS:		\$57,053	\$30,000	\$0	\$0	\$0	\$0
VOLUNTEER TYPE I												
FD0505	2008	PIERCE	CONTENDER	TYPE I ENGINE	\$650,000	9,193						
FD0518	1996	INTERNATIONAL	FIRE	TYPE II ENGINE	\$650,000	28,847						
FD0525	1995	INTERNATIONAL	4800	TYPE I ENGINE	\$650,000	30,779						
FD5007	1995	INTERNATIONAL	4800 TSP	TYPE I ENGINE	\$650,000	28,331						
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$0	\$0
VOLUNTEER - TYPE III												
FD0177	1997	INTERNATIONAL		TYPE III BRUSH	\$400,000	41,810			SURPLUS			
FD0205	1997	INTERNATIONAL		TYPE III BRUSH	\$400,000	29,887						
FD0215	1996	INTERNATIONAL		TYPE III BRUSH	\$400,000	35,661						
FD5016	1996	INTERNATIONAL	4800	TYPE III BRUSH	\$400,000	29,943						
FD5021	1997	INTERNATIONAL	4800	TYPE III BRUSH	\$400,000	67,537			SURPLUS			
					SUBTOTALS:		\$0	\$0	\$0	\$0	\$0	\$0
VOLUNTEER - WATER TENDER												
FD0112	2016	FREIGHTLINER	WATER TENDER	WATER TENDER	\$250,000	5,000	\$213,000					
FD0170	1989	FREIGHTLINER	WATER TENDER	WATER TENDER	\$400,000	46,378						
FD0511	2009	PIERCE		WATER TENDER	\$400,000	10,606						
FD5050	2003	INTERNATIONAL	4800	WATER TENDER (VFD OWNED)	\$400,000	13,295						
					SUBTOTALS:		\$213,000	\$0	\$0	\$0	\$0	\$0
VOLUNTEER - PATROL TRUCK												
FD0226	1999	FORD	F350 4X4	PATROL TRUCK	\$45,000	41,834						
FD0227	1999	FORD	F350 4X4	PATROL TRUCK	\$45,000	58,232						
FD0507	2008	DODGE	RAM 5500	PATROL TRUCK	\$45,000	29,235						
FD0510	2008	DODGE	RAM 5501	PATROL TRUCK	\$45,000	23,748						
FD0526	1994	FORD	PATROL (VFD OWNED)	PATROL TRUCK (VFD OWNED)	\$45,000	161,486						
FD0542	2005	CHEVROLET	3500 4X4	PATROL TRUCK	\$45,000	8,404						



Truckee Meadows Fire Protection District Apparatus Replacement Schedule

FD#	Year	Make	Model	Type	EST. COST	MILEAGE	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
FD5008	2005	DODGE	RAM 3500	PATROL TRUCK	\$45,000	63,054						
FD5042	2005	FORD	F550	PATROL TRUCK (VFD OWNED)	\$45,000	20,481						
SUBTOTALS:							\$0	\$0	\$0	\$0	\$0	\$0
VOLUNTEER- RESCUE												
FD5044	1993	GMC	K-3500	RESCUE (VFD OWNED)	\$225,000	121,356						
TBD	TBD	TBD	TBD	RESCUE (Used)	\$40,000	TBD	\$40,000					
SUBTOTALS:							\$40,000	\$0	\$0	\$0	\$0	\$0
VOLUNTEER - SERVICE TRUCKS												
FD5049	2001	CHEVROLET	SUBURBAN	PATROL TRUCK	\$45,000	164,946						
FD5078	2006	FORD	F250 SUPER D (VFD OWNED)	SERVICE TRUCK	\$45,000	87,941						
SUBTOTALS:							\$0	\$0	\$0	\$0	\$0	\$0
\$34,457,000												

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
FY REPLACEMENT COST TOTAL:	\$1,716,721	\$1,737,000	\$1,478,000	\$2,447,000	\$1,226,000	\$1,733,000



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: April 18, 2017

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

DATE: April 5, 2017
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 authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp. (All Commission Districts)

SUMMARY

This item is for the possible approval to authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp.

Strategic Objective supported by this item: *Safe, secure and healthy communities.*

PREVIOUS ACTION

None

BACKGROUND

Since 2014, I.A.F.F Local 3895, with in-kind equipment and facility support from the District and Washoe County Parks has hosted a fire and rescue skills summer camp for District youth between the ages of 11 and 14. The 3-day camp has been held at Camp WeChMe in Galena Creek Park.

Members of Local 3895 have volunteered their time for the camp for the first three years. The District wishes to collaborate with Local 3895 on this event as in the years past with in-kind equipment with the addition of providing support for District employees working various positions, particularly team leaders by way of administrative leave.

The District also desires to sponsor a total of ten (10) youth, nominated by their principals from North Valley area elementary schools. The program will have a capacity for 32 participants.

Sponsorships are \$99.

Local 3895 requested the District provide 240 hours of administrative leave for its members who will work this event.

FISCAL IMPACT

The fiscal impact of sponsorships would be \$990.

The cost of administrative leave for 240 total hours (80hours for each Captain, Operator and Firefighter Paramedic) could vary between \$6,307.20 and \$9,460.80 depending on the need for back fill of an employee scheduled for a regular shift during Kids Camp.

Assuming all employees volunteering were not scheduled to work regular shifts during Kids Camp

Fire Captain Regular time @ 80 hrs	\$2,267.20
Fire Equipment Operator Regular Time @ 80 hrs	\$2,020.00
FF/Paramedic Regular Time @ 80 hrs	\$2,020.00
TOTAL Cost of Possible Regular Time	\$6,307.20

Assuming all employees volunteering was scheduled to work a regular shift and would require OT backfill:

Fire Captain Overtime @ 80 hrs	\$3,400.80
Fire Equipment Operator Overtime @ 80 hrs	\$3,030.00
FF/ Paramedic OvertimeT @ 80 hrs	\$3,030.60
TOTAL Cost of Possible OT	\$9,460.80

RECOMMENDATION

It is recommended that the Board of Fire Commissioners authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp not to exceed \$11,000 to include personnel cost and Sponsorship of 10 youths.

POSSIBLE MOTION

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

"I move to authorize the Fire Chief to approve use of District funds to support 2017 Kids Fire Camp not to exceed \$11,000 to include personnel cost and Sponsorship of 10 youths."



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: April 18, 2017

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

DATE: April 5, 2017
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 direction to staff regarding fuels management issues and future strategies. (All Commission Districts)

SUMMARY

This item is for possible direction to staff regarding fuels management issues and future strategies. Staff is contemplating new strategies and allocation of resources in the FY17/18 budget for fuels management.

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

PREVIOUS ACTION

None

BACKGROUND

There are three major components to mitigating wildfire risk. These are education, fuels reduction and construction/design of buildings in the wildland urban interface. I hear from many citizens about the difficulty of removing dead fuels. Burning and directing vegetative waste to the landfill are the two main disposal means. Directing waste to landfills is problematic due to volume and burning is an activity that comes with risk.

Staff is considering ways to assist citizens with fuels removal. The District has previous history with curbside chipping and bio-mass. These programs had pros and cons, but nevertheless served to reduce risk.

Staff is contemplating the following actions in the next budget cycle that will serve to assist citizens with vegetation management:

- Addition of a fuels management officer whose role will be dedicated to fuels reduction projects and programs, grant writing for the District and for the public, assistance with CWPP's and aggressive management of open burning.
- The District is considering a pilot program for curbside pickup of vegetative material, transporting it to a safe location for chipping and burning – using a burn box for cleaner and safer disposal.
- Developing a global policy on open burning with aggressive management of permits and burn periods.

FISCAL IMPACT

There are no costs associated with this staff report; however there are potential costs associated with new programs and strategies. Costs for new programs will be recommended in the next fiscal year budget.

RECOMMENDATION

Staff recommends the Board authorize the fire chief to move forward with the items outlined in this staff report regarding the Districts Fuels Management Program.

POSSIBLE MOTION

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

"I move to authorize the fire chief to move forward with the items outlined in this staff report regarding the Districts Fuels Management Program."



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: April 18, 2017

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

DATE: March 22, 2017

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: Approval of a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents. (All Commission Districts)

SUMMARY

This is a recommendation approval of a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents.

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

PREVIOUS ACTION

June 11, 2013, the Board of Fire Commissioners approved a two year Interlocal Contract between TMFPD, SFPD and NDF.

April 21, 2015, the Board of Fire Commissioners approved a two year Interlocal Contract between TMFPD and NDF.

BACKGROUND

This Interlocal Contract allows TMFPD to participate in the State's new Wildland Fire Protection Program ("WFPP"). The State will pay qualifying wildland fire suppression expenses to (or for) TMFPD.

Staff with the cooperation of our regional partner, NDF, has drafted the two year Interlocal Agreement and scope of work (attachment A within the Agreement), outlining the following: NDF will supply resources, equipment and financial assistance in the mitigation of emergency fire incidents in TMFPD territories. The State will provide and deliver to TMFPD as soon as reasonably possible the State's physical resources without cost (subject to availability) when requested by TMFPD in response to emergencies within the boundaries of TMFPD to include the use of State aircraft, hand crews, Conservation Camp Crews, apparatus and heavy equipment. It is to the mutual advantage of the State

and TMFPD to work closely together to maintain effective wildfire management without duplication, and to coordinate efforts.

FISCAL IMPACT

The fiscal impact for TMFPD is \$180,000 per fiscal year, not to exceed \$360,000 for the two year contract and would be funded through the TMFPD Emergency Fund. Quarterly installments are due in advance on the first of each quarter starting July 1st of each fiscal year.

RECOMMENDATION

Staff recommends that the Board approve a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents.

POSSIBLE MOTION

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

"I move to approve of a two year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry Department of Conservation and Natural Resources in the amount of \$180,000 per fiscal year, not to exceed \$360,000 for the purpose of resources, equipment and financial assistance in the mitigation of emergency fire incidents."

INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract Between the State of Nevada
Acting By and Through Its

Department of Conservation and Natural Resources
Nevada Division of Forestry
2478 Fairview Drive, Carson City, Nevada 89701
Phone (775) 684-2500 – Fax (775) 684-2570

And

Truckee Meadows Fire Protection District
PO Box 11130, Reno, NV 89520
Phone 775-326-6000

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services of Nevada Division of Forestry hereinafter set forth are both necessary to Truckee Meadows Fire Protection District and in the best interests of the State of Nevada;

NOW, THEREFORE, in consideration of the aforesaid premises, the parties mutually agree as follows:

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS.** "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
3. **CONTRACT TERM.** This Contract shall be effective July 1, 2017 to June 30, 2019, unless sooner terminated by either party as set forth in this Contract.
4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in paragraph (3), provided that a termination shall not be effective until 60 days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason federal and/or State Legislature funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.
6. **INCORPORATED DOCUMENTS.** The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT A: WILDLAND FIRE PROTECTION PROGRAM (WFPP) SCOPE OF WORK

7. **CONSIDERATION.** Nevada Division of Forestry agrees to provide the services set forth in paragraph (6) at a cost of \$180,000 for State Fiscal Year 2018 and \$180,000 for State Fiscal Year 2019, not to exceed \$360,000 with quarterly installments payable in advance on the first of each quarter, starting July 1 of each fiscal year. Any intervening end to a biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

8. **ASSENT.** The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.

9. **INSPECTION & AUDIT.**

a. **Books and Records.** Each party agrees to keep and maintain under generally accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with all state and federal regulations and statutes.

b. **Inspection & Audit.** Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

c. **Period of Retention.** All books, records, reports, and statements relevant to this Contract must be retained a minimum of three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. **BREACH; REMEDIES.** Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages and to a prevailing party reasonable attorneys' fees and costs. It is specifically agreed that reasonable attorneys' fees shall include without limitation \$125 per hour for State employed attorneys and County employed attorneys.

11. **LIMITED LIABILITY.** The parties will not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Actual damages for any breach shall never exceed the amount of funds which have been appropriated for payment under this Contract, but not yet paid, for the fiscal year budget in existence at the time of the breach.

12. **FORCE MAJEURE.** Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

13. INDEMNIFICATION.

a. To the fullest extent of limited liability as set forth in paragraph (11) of this Contract, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of the party, its officers, employees and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.

b. The indemnification obligation under this paragraph is conditioned upon receipt of written notice by the indemnifying party within 30 days of the indemnified party's actual notice of any actual or pending claim or cause of action. The indemnifying party shall not be liable to hold harmless any attorneys' fees and costs for the indemnified party's chosen right to participate with legal counsel.

14. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

15. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

16. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

17. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.

19. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.

20. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.

21. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in paragraph (6).

22. GOVERNING LAW; JURISDICTION. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.

23. ENTIRE AGREEMENT AND MODIFICATION. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and as such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Office of the Attorney General.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

**FOR TRUCKEE MEADOWS FIRE
PROTECTION DISTRICT**

FOR DCNR and DIVISION (STATE)

Bob Lacey, Chair, Board of Fire Commissioners Date

Joe Freeland, State Forester/Firewarden Date

Charles Moore, Fire Chief Date
Attest:

Bradley Crowell, Director, DCNR Date

Nancy Parent, County Clerk Date

Approved as to form by:

Approved as to form by:

David Watts-Vial, District Attorney Date

Bryan Stockton, Deputy Attorney General for
Attorney General, State of Nevada Date

APPROVED BY BOARD OF EXAMINERS:

Signature – Nevada State Board of Examiners Date

Attachment A
WILDLAND FIRE PROTECTION PROGRAM
SCOPE of WORK

I. IDENTIFICATION OF ENTITIES

- A. The State of Nevada Department of Conservation and Natural Resources (hereinafter "DCNR") which exists pursuant to NRS 232.010(1), and the Nevada Division of Forestry (hereinafter "DIVISION") which exists pursuant to NRS 232.090(c), are both agencies of the State of Nevada (and are from time to time collectively referred to as "STATE" in this Agreement);
- B. Truckee Meadows Fire Protection District, is a political subdivision of the State of Nevada (hereinafter "DISTRICT");

II. RECITALS

WHEREAS, all signatories to this Agreement are public agencies authorized by Chapter 277 of the Nevada Revised Statutes to enter into interlocal and cooperative agreements with each other for the performance of governmental functions; and;

WHEREAS, the DISTRICT is authorized to serve its community in many different ways, including emergency situation management such as fire and emergency medical service, hazardous materials, confined space rescue, fire prevention, aircraft fire rescue, and others.

WHEREAS, the DIVISION has responsibility to supervise or coordinate all forestry and watershed work on state-owned and privately owned lands, including fire control, in Nevada, working with federal agencies, private associations, counties, towns, cities or private persons and;

WHEREAS, the DIVISION may maintain or have access to additional specialized wildfire expertise and suppression resources and;

WHEREAS, wildland fires are defined as unplanned, unwanted wildland fire including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects, and all other wildland fires where the objective is to put the fire out;

WHEREAS, it is to the mutual advantage of the DIVISION and the DISTRICT to work closely together to maintain effective wildfire management without duplication, and to coordinate efforts with federal cooperators and;

WHEREAS, the DIVISION and the DISTRICT desire to define their roles, responsibilities and relationships to achieve the most effective protection of forest, range, and watershed lands and;

WHEREAS, the DIVISION and the DISTRICT recognize that safe, aggressive initial attack is often the best suppression strategy to keep wildland fires small and costs down and;

WHEREAS, the DIVISION recognizes the DISTRICT as the Agency having primary jurisdiction, the DIVISION will participate at an Incident Command Post (ICP) in a primary Wildland Fire Protection Program (WFPP) fiscal role, yet remain available to assist in other Incident Command System (ICS) roles upon request and;

WHEREAS, it is understood that the mission and intent of all parties is to quickly suppress wildland fires regardless of jurisdiction and/or ownership. It is considered mutually beneficial to all parties to jointly take action as necessary to safely and effectively contain all wildland fires and;

WHEREAS, the DISTRICT has requested to participate in the DIVISION Wildland Fire Protection Program (hereinafter WFPP), and the DIVISION is authorized to render wildland fire protection services, including cost reimbursement, to the DISTRICT;

WHEREAS, all terminology herein shall be defined by the National Wildfire Coordinating Group (NWCG) Glossary of Wildland Fire Terminology (hereinafter "NWCG Glossary");

WHEREAS, all incident business shall be conducted in accordance with the NWCG Interagency Incident Business Management Handbook (hereinafter "IIBMH");

NOW THEREFORE, in consideration of the above premises, it is agreed between the parties as follows:

III. TERMS

A. Location

The DISTRICT will provide the DIVISION an accurate map of the current jurisdictional boundaries the DISTRICT enrolled in the WFPP.

B. Payment

The DIVISION will assume incident costs consistent with the terms of the Master Cooperative Wildland Fire Management and Stafford Act Response Agreement, or as authorized by the DIVISION Regional Duty Officer due to the accelerated complexity of the incident. The DIVISION will pay qualifying wildland fire suppression expenses to (or for) the participating DISTRICT jurisdiction in the WFPP.

1. Qualifying Expenses

Reasonable and prudent expenses (actual costs, based on established rates on file with the DIVISION by December 31st each year, of the jurisdiction) commensurate with values at risk,

for wildland fire suppression and support resources engaged in wildland fire suppression within the DISTRICT jurisdiction, or through a cost-share agreement with Federal Agencies on adjacent or comingled jurisdiction and billed in accordance with the IIBMH.

- Assistance By Hire (ABH) resources, including aviation and hand crew resources, when all initial attack suppression forces have been exhausted. All requests shall be processed and recorded through the dispatching systems of the participating agencies on Resource Orders. Except for mutual aid, all requests for fire suppression assistance in an agency's direct protection area shall be Assistance By Hire.
- Extended Attack resources (Assistance by Hire), services and supplies with a Resource Order number.
- Vehicles, equipment and apparatus utilizing established Rates based on actual operating costs.
- Fire Base Camp – Incident Command Post set-up and operational costs.
- Food services for Incident personnel.
- Transportation to/from Incident.
- Repair/replacement of uninsured items and small equipment damaged or destroyed during fire suppression (with IC approval and completed OF-289, Property Loss or Damage Report).
- Use of Aircraft services.
- Personnel costs utilizing established Rates based on actual operating costs.
- Incident Management Team, mobilization and support.
- Cost Share Agreements.
- Dispatch personnel and services
- Fire suppression damage repair.

2. Excluded Expenses

- Costs incurred following the initial dispatch of any ground resources to the fire for the duration of the initial 24 hour mutual aid period.
- DISTRICT equipment and repair/maintenance costs associated with wildland fire response and normal wear and tear.
- Individuals and agencies when in "mutual aid" to DISTRICT.
- "Profit" and Administrative fees.
- Agency Overhead personnel not specifically assigned to the incident.
- Non-expendable (non-consumable) accountable property, i.e. Chainsaws, FAX Machines, and Mobile Air Conditioners.
- Claims and award payments.
- Interest and indemnities payments.
- DISTRICT Burned Area Emergency Rehabilitation (BAER) beyond suppression damage repair.
- Resources demobilized before the end of the mutual aid period.
- Escaped Prescribed Burns that were initiated by the DISTRICT and violated the terms and conditions of the burn plan, whether intentionally or not.

3. Negotiable Expenses

Costs not outlined above may be subject to negotiation between the parties for payment.

The DISTRICT should notify the DIVISION of any questions, issues or situations regarding qualifying expenses that are not clear or require negotiation. The DIVISION will set a meeting to discuss and/or resolve. If the parties are unable to reach a mutually agreeable resolution, either party may refer the matter to the Review Committee (Section K) for further action.

C. Annual Planning Meeting

Annually, representatives of the DIVISION, the DISTRICT, and others deemed necessary, shall meet and jointly discuss, review, and update as necessary the WFPP and set rates for personnel and equipment. The DIVISION will arrange the date and location for the meeting each year.

D. Delegation of Authority

The DISTRICT extends a “blanket” delegation of authority to the DIVISION as the DIVISION performs pre-fire activities in the DISTRICT’s jurisdiction. For emergency activities, a formal delegation of authority by the DISTRICT may be created and administered to the DIVISION at the discretion of the DISTRICT.

E. Use of Incident Management Teams

The DISTRICT will notify the DIVISION State Duty Officer of any wildland fire in their jurisdiction that may require mobilization of an Incident Management Team. The DIVISION will participate in unified command role and actively participate as an Agency Administrator on any Type III, Type II or Type I wildland incident in a WFPP jurisdiction.

The DISTRICT may request the DIVISION to assist with “all-hazard” incidents as needed and within the scope and qualifications of DIVISION resources, based upon DIVISION availability.

F. Organizing, Equipping, and Training

The DISTRICT will cooperate in the training, equipping and maintaining of wildland firefighting forces in the DISTRICT.

The DIVISION will assist the DISTRICT in the organizing and training of DISTRICT and cooperator forces to detect, contain and extinguish wildland fires, at no charge.

G. Wildfire Pre-Suppression

The DIVISION will provide, at the DISTRICT'S request, technical assistance with hazardous fuels reduction and/or modification, including developing projects, prescriptions, and plans; State Historic Preservation Office (SHPO) pre project reviews for potential impacts upon historic properties; Threatened and Endangered (T&E) species occurrences; and other technical services as requested and available. The DIVISION will provide, at the DISTRICT'S request, subject to availability, personnel and apparatus to assist in Public Wildfire Education Programs, and the DIVISION and the DISTRICT will collaborate on a wildland fire prevention program that includes a common message.

H. Wildfire Suppression

The DIVISION and the DISTRICT will utilize the "closest forces" concept for all wildland fire responses. This concept dictates that the closest available, appropriate resources respond to initial attack fires, regardless of jurisdiction, whenever there is a critical and immediate need for the protection of life and property. Beyond initial attack, the "closest forces" concept is modified and the respective agencies will request the most appropriate resource to aid in the suppression of a wildfire. The DIVISION will pay DISTRICT volunteer fire departments \$20 per hour (with a two hour minimum) per fire engine/tender for wildland fire suppression responses in the DISTRICT.

I. Reporting/Notification

The DISTRICT will notify the DIVISION Regional Duty Officer of any wildland fire in their jurisdiction that may require DIVISION assistance at time of size up or as soon as reasonably possible.

J. Prescribed Burning

The DIVISION and the DISTRICT will coordinate technical assistance for prescribed fires and fuels reduction projects. The DIVISION will provide burn resources at the discretion and amount requested of the DISTRICT based upon availability. Prescribed burning costs are not eligible for reimbursement under the WFPP.

K. Review Committee

The STATE will establish a review committee to adjudicate issues or questions between the DIVISION and the DISTRICT which cannot be resolved informally through the parties. The Director of the Department of Conservation and Natural Resources (DCNR) will request one STATE representative and two individuals from jurisdictions other than where the dispute is occurring to serve on the Committee. The Committee will meet and discuss the issue and make a non-binding recommendation to the Director of DCNR for a final decision. The use of a Review Committee, however, is not intended to alter or supplant any other remedy either party may have at law.

L. Reimbursement/Payment

The DIVISION will provide reimbursement to the DISTRICT, or provide for direct payment of approved costs to Federal Agencies and other vendors.

The DIVISION will provide a template/process for billing eligible DISTRICT costs to the Wildland Fire Protection Program.

1. Billing invoice requirements:

- a. One incident per invoice;
- b. Incident name;
- c. Incident start date;
- d. Incident number (State and Federal);
- e. Contact point for questions;
- f. Standard billing documentation: Dispatch Resource Orders, Cost Share Agreements, Transaction Registers and backup documentation (Resource Order Numbers for all Supplies, Incident Dispatch Log).

The DISTRICT will prepare and submit to the DIVISION incident billing packages no later than six (6) months from the date the incident is declared out, with the exception of certain FEMA, Civil Cost Recovery and other incidents that warrant specific time tables. The DIVISION reserves the right to return billing packages not meeting the billing invoice requirements outlined above, for correction. Failure to meet these timelines shall not be construed as a release or waiver of claims for reimbursement against the other party. If the six (6)-month timeframe cannot be met, immediate written notification shall be made to the DIVISION Deputy Administrator.

For Federal Emergency Management Agency (FEMA) billings, the DIVISION will be the lead agency for all bills to be submitted for the Fire Management Assistance Grant Program (FMAG). The DIVISION requires estimated bills from the DISTRICT within 30 days of the fire being declared out. The DISTRICT will track resources and costs associated with wildland fires.

M. Non-Wildland Fire Emergency Assistance

The DIVISION will provide to the DISTRICT participating in the WFPP, assistance without cost (subject to availability) requested by the DISTRICT for emergencies which threaten human life or property including the use of DIVISION aircraft, Conservation Camp Crews, apparatus and heavy equipment, when such needs exceed the resource capability of the DISTRICT as determined by the State Forester Firewarden or designee.

N. Cost Share Agreements

The DISTRICT will notify the DIVISION State Duty Officer of any wildland fire in their jurisdiction that may require a cost share agreement between agencies/jurisdictions. The DIVISION will assume an active role in the development of the cost share agreement and must

ratify the agreement in order for any expenses incurred through the agreement to qualify under the WFPP.

O. Fire Investigations

PARTIES shall render mutual assistance in investigation and law enforcement activities, and in court prosecutions, to the fullest extent possible. The DISTRICT shall be responsible for fire-related law enforcement activities on wildfires that originate on their respective lands. The DIVISION has the ability to seek cost recovery actions on known human caused fires. To the extent permitted by State law, the DISTRICT will provide investigation files relative to the fire to the DIVISION.



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: April 18, 2017

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

DATE: April 4, 2017
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: Approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities. (All Commission Districts)

SUMMARY

Approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities

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

PREVIOUS ACTION

On May 13, 2014, the Board of Fire Commissioners approved the purchase of fifty-four (54) P25 compliant 800 MHz hand held radios at an estimated cost of \$148,418 from Daily-Wells Communications Inc.

January 27, 2015, the Board of Fire Commissioners approved the purchase of eighty-one (81) P25 compliant 800 MHz hand held radios at a cost of \$283,755.42, fourteen (14) M7300 Mobile Radios at a cost of \$73,494.99, and to purchase enhancements to bring existing radios up to the most current technology at a cost of \$18,622.70 (a total cost of \$375,873.11) from Daily-Wells Communications Inc.

March 15, 2016, the Board of Fire Commissioners approved the Purchase of thirty-four (34) P25 compliant 800 MHz hand held radios at an estimated cost of \$145,976.49 from Daily-Wells Communications Inc.

BACKGROUND

Over the last few years, staff has been consistently upgrading our radio inventory to replace outdated 800 MHz hand held radios as they reach their life expectancy and/or not able to be repaired due to parts being discontinued. The purchase of these P25 compliant 800 MHz handheld radios will be the last stage in completing the Districts upgrade of the 800MHz handheld radios. These particular radios will be issued to and replace the Districts volunteer radios.

The District still has 800 MHz Mobile Radios and Station Base Radios that will be needing upgrading, and anticipates starting that process in the upcoming fiscal year and will take approximately two years to complete. Once the mobile and station base radios are upgraded, it will complete the District's integration to meet P25 Compliancy.

As in the previous purchases, these radios will meet the federal interoperability requirements of our region enhancing first responder's ability to communicate with all neighboring jurisdictions operating safer and more effectively throughout the District as these radios are able to fully integrate and inter-operate with the existing Washoe County Regional Communications System 800 MHz Infrastructure. Washoe County has a proprietary regional 800 MHz public safety radio communication system and as such, system operability is crucial. All radios need to be fully compatible with the existing system.

Harris Communications (NASPO Contract 06913) is the manufacturer of these radios and Daily Wells is their designated representative for Washoe County. This purchase is exempt from competitive bidding per NRS 332.195: Joinder or mutual use of contracts by governmental entities. Pricing for this purchase is in accordance with NASPO Contract 06913.

FISCAL IMPACT

The District's FY16/17 Capital Budget includes funding for replacing and upgrading radios.

RECOMMENDATION

It is recommended that the Board approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities.

POSSIBLE MOTION

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

"I move to approve the purchase of forty (40) P25 compliant 800 MHz hand held radios to include miscellaneous accessories at an estimated cost of \$141,169.16 from Daily-Wells Communications Inc., 3440 E. Houston Street, San Antonio, Texas 78219 utilizing NASPO Contract 06913 as allowed by NRS 332.195 - Joinder or mutual use of contracts by governmental entities"

Truckee Meadows Fire - Chris Ketring



2/21/2017

Pricing discount per Washoe County Contract.

Item	Part Number	Description	Quantity	Sale Price	Ext Sale
Equipment- 31 (thirty one) XG-75Pe Portable w/WCRCS standard features non ENC					
10	EVXG-PF78ME	PORTABLE,XG-75PE,768-861MHZ,SYS,BLK	31	\$1,609.65	\$49,899.15
20	MAEV-NPL3R	Feature,Max(1024+) System/Groups	31	\$0.01	\$0.31
30	MAEV-NPL5K	Feature,ProFile OTAP Over-the-Air Prgm	31	\$193.45	\$5,996.95
40	MAEV-NPL7G	Feature,ESK/P25 Personality Lock	31	\$80.30	\$2,489.30
50	EVXG-NPL4F	Feature, P25 PHASE 2 TDMA	31	\$182.50	\$5,657.50
60	EV-PL8Y	FEATURE, ENCRYPTION LITE	31	\$0.01	\$0.31
70	EV-PL4U	Feature, Single-Key DES Encryption	31	\$0.01	\$0.31
80	EV-LLA	FEATURE, LINK LAYER AUTHENTICATION	31	\$54.75	\$1,697.25
90	MAEV-PKGED	FEATURE PACKAGE, EDACS TRUNKING	31	\$803.00	\$24,893.00
100	MAEV-PKGPT	FEATURE PACKAGE,P25 TRUNKING	31	\$0.00	\$0.00
110	MAEV-PA2U	Battery,Li-Polymer,3600 mAH	31	\$102.20	\$3,168.20
120	MAEV-NHC2G	Belt Clip,Standard,P7300	20	\$14.60	\$292.00
130	MAEV-NAE9D	SPEAKER MIC,FM	46	\$98.55	\$4,533.30
140	MAEV-NNC5X	ANTENNA,764-870 MHZ,1/4 WAVE,WHIP,FM	11	\$29.20	\$321.20
150	MAEV-CH4B	Charger, 6-Bay	5	\$547.50	\$2,737.50
160	MAH2-VC4PB	Charger,VC4000,Tri-Chemistry	15	\$109.50	\$1,642.50
170	MAH2-NPS9X	Power Adapter Kit,VC4000 Charger	20	\$25.55	\$511.00
		Shipping (estimate)			\$600.00
TOTAL:					\$104,439.78

note: **P25 Trunking feature included free: Migration pricing per Harris MBP#15927**

Send purchase order to:

Contact: Craig Harrison - craig@dwcomm.com

Telephone: (775) 240-6821

Email: craig@dwcomm.com

Price good for 90 days

Company Confidential

I. Purchase Orders are to be addressed as follows:

Dailey-Wells Communications, Inc

3440 E. Houston Street

San Antonio, TX 78219

Truckee Meadows Fire - Chris Ketring



2/21/2017

Pricing discount per Washoe County Contract.

Item	Part Number	Description	Quantity	Sale Price	Ext Sale
Equipment- 9 (nine) XG-75Pe Portable w/WCRCS standard features /w. ENC					
10	EVXG-PF78ME	PORTABLE,XG-75PE,768-861MHZ,SYS,BLACK	9	\$1,609.65	\$14,486.85
20	MAEV-NPL3R	Feature,Max(1024+) System/Groups	9	\$0.01	\$0.09
30	MAEV-NPL5K	Feature,ProFile OTAP Over-the-Air Prgm	9	\$193.45	\$1,741.05
40	MAEV-NPL7G	Feature,ESK/P25 Personality Lock	9	\$80.30	\$722.70
50	MAEV-NPL5L	Feature,P25 OTAR(Over-the-Air-Rekeying)	9	\$361.35	\$3,252.15
60	EVXG-NPL4F	Feature, P25 PHASE 2 TDMA	9	\$182.50	\$1,642.50
70	EV-PL8Y	FEATURE, ENCRYPTION LITE	9	\$0.01	\$0.09
80	MAEV-NPL7M	Feature,256-AES Encryption	9	\$361.35	\$3,252.15
90	EV-PRO	FEATURE, PROVOICE	9	\$182.50	\$1,642.50
100	EV-LLA	FEATURE, LINK LAYER AUTHENTICATION	9	\$54.75	\$492.75
110	MAEV-PKGED	FEATURE PACKAGE, EDACS TRUNKING	9	\$803.00	\$7,227.00
120	MAEV-PKGPT	FEATURE PACKAGE,P25 TRUNKING	9	\$0.00	\$0.00
130	MAEV-PA2U	Battery,Li-Polymer,3600 mAH	9	\$102.20	\$919.80
140	MAEV-NNC5X	ANTENNA,764-870 MHZ,1/4 WAVE,WHIP,FM	9	\$29.20	\$262.80
150	MAEV-NAE9D	SPEAKER MIC,FM	9	\$98.55	\$886.95
		Shipping (estimate)			\$200.00
TOTAL:					\$36,729.38

note: **P25 Trunking feature included free: Migration pricing per Harris MBP#15927**

Send purchase order to:

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Telephone: (775) 240-6821

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