

BOARD OF FIRE COMMISSIONERS

Vaughn Hartung, Chair

Bob Lucey, Vice-Chair

Marsha Berkgigler

Kitty Jung

Jeanne Herman

FIRE CHIEF

Charles A. Moore

DEPUTY DISTRICT ATTORNEY

Nathan J. Edwards



Notice of Meeting and Agenda

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

9:00 a.m.

Tuesday, June 18, 2019

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 Commissioners Meeting 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), Reno City Clerks Office (1 E. 1st Street), 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 Administrative Office (1001 E. 9th Street, Bldg. D, 2nd Floor, Reno, Nevada) Sandy Francis, Administrative Assistant I, (775) 328-6124 and Truckee Meadows Fire Protection District's website at www.washoecounty.us/tmfpd ; and <https://notice.nv.gov>

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:

A. Recommendation to approve the minutes from the May 21, 2019 Truckee Meadows Fire Protection District's Board of Fire Commissioners meeting. (All Commissioners Districts) FOR POSSIBLE ACTION

Attachments: [Item #5A 2019-05-21-Draft Meeting Minutes](#)

B. Recommendation to approve a correction/clarification to the Fire Deputy Chief position's salaries currently listed: Police/Fire Public Employee Retirement System (PERS) member annual salary range correction from \$135,657 - \$169,915 to \$139,715.84 - \$165,205.87; Regular PERS member annual Salary range correction from \$143,728 - \$169,915 to \$148,014.04 - \$175,018; this salary range would be effective immediately and would be through June 30, 2019. Among other things, Police/Fire PERS employees are eligible for accelerated retirement benefits culminating in a maximum retirement benefit at 25 years of accumulated service credits, as opposed to 30 years for Regular PERS employees. Both the Police/Fire and Regular PERS ranges are stated because PERS recognize this position as qualifying for the Police/Fire category as promotional only and for purposes of employer contributions to the PERS fund, so the district pays the difference between the higher employer contributions for Police/Fire PERS credits in order to get those credits for this position, instead of the lower employer contributions required for Regular PERS credits. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5B Deputy Chief Clarification Staff Report](#)

C. Recommendation to approve Cost of Living Adjustments in base wage of 3% beginning July 1, 2019, 2.5% beginning July 1, 2020, and 2.5% beginning July 1, 2021 for Unclassified Management, Non-Represented Confidential and Administrative Employees to include the following positions: Fire Chief, Deputy Fire Chief, Chief Fiscal Officer, HR Manager, Account Clerk and Communications Manager; The Communications Manager position will be excluded from the 2019 COLA as this position and salary was created to be effective July 1, 2019. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5C COLA for Unclassified and Non-Represented Employees Staff Report](#)

D. Recommendation to approve staff to submit a request for reimbursement on a quarterly basis from the Washoe County, Nevada Other Post-Employment Benefits (OPEB) Trust Fund for the cost of retiree health insurance premiums for FY19/20. This Trust was established to provide a funding source for current and future retiree health costs; Monies transferred from this trust will be placed into the District's General Fund. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5D OPEB Reimbursement Staff Report](#)

E. Recommendation to approve the addition of a voluntary term life insurance plan option under the Truckee Meadows Fire Protection District Health Benefits Program arranged and serviced by Western Insurance Specialties, Inc. for eligible employees and their dependents effective pay period encompassing August 1, 2019. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5E Voluntary Life Insurance Plan Addition Staff Report](#)

F. Recommendation to approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief or his or designated staff to purchase supplies, materials, equipment, and contractual services required by the district to accomplish the purposes of NRS chapter 474 in annual amounts or estimated annual amounts of \$100,000 or less per purchase for FY 19/20. This resolution would create standing purchase authority akin to that set forth in Washoe County Code § 15.495(1), which authorizes the county's purchasing and contracts administrator to make similar expenditures for county agencies. The intent of this Resolution would be to facilitate common lower-level budgeted expenditures incurred by the district in carrying out its day-to-day operations without having to seek Board approval for each individual expenditure. The resolution would also set forth a process and limitations for such purchases for FY 19/20 including requirements that purchases apply with all applicable laws and be within approved budgetary authority. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5F Resolution FY 19-20 Purchasing & Spending Staff Report](#)
[Item #5F Resolution FY 19-20 Purchasing & Spending](#)

End of Consent Items

6. Recommendation to accept a donation of a pet oxygen kit from Washoe County Residents Mike and Cindy Hudson in support of the Truckee Meadows Fire Protection District Station 46 located in Spanish Springs and express appreciation for the thoughtful contribution. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #6 Pet Oxygen Mask Donation Staff Report](#)

7. Overview of the 2019 Legislative Session with a focus on legislation that directly impacts Fire Suppression activities and or directly impacts Truckee Meadows Fire Protection to include Assembly Bills 4, 38, 86,102, 129, 260,297, Senate Bills 11, 111, 329, Senate Joint Resolution 2 and Assembly Concurrent Resolution 4 - Presented by Mike Brown

Attachments: [Item #7 End of 2019 Legislative Session Report](#)

8. Fire Chief Report. FOR DISCUSSION ONLY

A. Informational briefing on operational matters and activities for the month of May and June 2019 to include the following items:

1. Operational Update with Carson City Fire Department
2. Truckee Meadows Water Authority water line extension to Verdi
3. Deployment Plan Update and Methodolgy Review for the purpose of identifying gaps and search for opportunities to improve service across the entire District
4. Proposed Revisions to Washoe County Health District's Open Burn regulations allowing citizens to burn vegetation on their properties

B. Review of Response Statistics for May 2019 to include Mutual and Auto aid for our regional partners

Attachments: [Item #8 Chiefs Monthly Report for June 2019](#)
[Item #8B May 2019 - Response Report](#)

9. Recommendation to discuss and conduct an annual performance evaluation for Truckee Meadows Fire Protection District Fire Chief including (but not limited to) discussion regarding results, goals, objectives, and possible adoption of priorities and expectations to include possible amendments to the terms of the Fire Chief's contract based on the evaluation and to include possible changes to compensation (not to exceed 5%) and benefits, or in the alternative, to provide direction to staff concerning the conduct of a performance evaluation to be held at a later meeting. The annual performance evaluation is a requirement as stated in the Employment Agreement. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #9 Chief Moore Annual Evaluation Staff Report](#)

10. Discussion and possible approval of a new Board policy to require Board approval to utilize two or more hours of staff time to research, conduct analysis and prepare staff reports on items requested by individual Commissioners or the Board in general. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #10 Board Policy to Utilize more than 2hrs Staff Report](#)

11. Discussion and possible direction to staff regarding dispatch processes involving Computer Aided Dispatch to Computer Aided Dispatch (CAD to CAD) interface software between Washoe County dispatch, City of Reno dispatch and REMSA dispatch. Each dispatch agency uses CAD software to time stamp and document events in each emergency response. A CAD to CAD interface will allow disparate software platforms to share and transfer data simultaneously between each agency responding to the same call enabling timely updates. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #11 CAD to CAD Staff Report](#)

12. Discussion and approval of the Property and Liability Insurance and Workers' Compensation Insurance Proposal for the Truckee Meadows Fire Protection District for one year beginning July 1, 2019 for a total annual premium of \$1,119,694 and authorize purchase of insurance based upon the proposal. Property and Liability Insurance to be provided by VFIS to include Crime and Employee Theft through Travelers Insurance, and Data and Security liability through AIG Specialty at \$201,544. Workers' Compensation Insurance will be provided by 7710 Insurance/Benchmark Insurance Company at \$918,150. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #12 Property and Liability Insurance Policy Staff Report](#)
[Item #12 Board Insurance Summary 2019-20](#)
[Item #12 Client Authorization to Bind Insurance Effective](#)

13. Presentation on District and Union proposals offered during labor negotiations. This item is intended only to introduce proposals and costs associated with those proposals, seek clarification (if needed) and take public comment on proposals received from the Non-Supervisory Unit for salary increases of 2.5% on July 1, 2019 and January 1, 2020 at a cost of \$895,218; HRA Contribution increase from \$120 to \$2500 for pre-July 1, 2014 employees at a cost of \$168,980; and a Wet Team Specialty pay of 3% at a cost of \$117,269. Total cost of all Non-Supervisory Unit proposals including previous education incentive proposal is \$1,383,487. There will be no discussion on this item. (All Commission Districts)

Attachments: [Item #13 Negotiation Proposal Presentation Staff Report](#)

14. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220. FOR POSSIBLE ACTION
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. 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