

BOARD OF FIRE COMMISSIONERS

Bob Lucey, Chair

Marsha Berkbigler, Vice-Chair

Kitty Jung

Vaughn Hartung

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 16, 2020

No members of the public will be allowed in the BCC Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting will be held by teleconference only.

The meeting will be televised live and replayed on Washoe Channel. <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> and also on Youtube at: <https://www.youtube.com/user/WashoeCountyTV>.

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.

Public Comment. Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken. **As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment by logging into the ZOOM webinar by accessing the following link: <https://us02web.zoom.us/j/83422703155>.** NOTE: This option will require a computer with audio and video capabilities. Additionally, public comment can be submitted via email to [washoe311@washoecounty.us](mailto:washoe311@washoecounty.us). The District will make reasonable efforts to include all comments received for public comment by email in the record. Please try to provide comments by 4:00 p.m. on June 15, 2020.

Pursuant to NRS 241.020, the Agenda for the Board of Fire Commissioners has been electronically posted at [www.washoecounty.us/tmfpd/fire\\_commissioners/](http://www.washoecounty.us/tmfpd/fire_commissioners/) and <https://notice.nv.gov>. Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and further, the requirement that notice agendas be physically posted within the State of Nevada has been suspended.

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 (3663 Barron Way, 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/fire\\_commissioners/](http://www.washoecounty.us/tmfpd/fire_commissioners/) 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: FOR POSSIBLE ACTION

A. Recommendation to approve the meeting minutes from the May 19, 2020 Board of Fire Commissioners Meeting. (All Commission Districts) FOR POSSIBLE ACTION.

**Attachments:** [Item #5A 2020-05-19 Draft Meeting Minutes](#)

B. Recommendation to approve a Resolution that gives standing authorization to the Truckee Meadows Fire Protection District Chief 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. This resolution would create standing purchase authority like 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 is 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 also sets forth process and limitations for such purchases including requirements that purchases comply with all applicable laws and be within approved budgetary authority. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #5B FY 20-21 Purchasing & Spending Resolution Staff Report](#)  
[Item #5B FY 20-21 Purchasing & Spending Resolution 11-2020](#)

C. Recommendation to authorize 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 FY20/21. 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 #5C OPEB Reimbursement Staff Report](#)

End of Consent

6. Fire Chief Report: FOR DISCUSSION ONLY

A. Informational briefing on operational matters and activities for the month of May and June 2020 to include the following items:

1. ISO Rating
2. Ash Can Program Roll Out
3. Grant Application Updates

B. Commissioner Dashboard: Status update on ongoing Commissioner requests of the Fire Chief

C. Review of recent critical calls response statistics for May 2020 to include Mutual and Auto Aid for our regional partners

**Attachments:** [Item #6 Chiefs Monthly Report for June 2020](#)  
[Item #6A.1 ISO Letter - 2020](#)  
[Item #6A.1 ISO Summary Report - 2020](#)  
[Item #6A.1 Alternative Water Supply](#)  
[Item #6B Commissioner Request DashBoard](#)

End of Fire Chief Report

7. Recommendation to approve and accept a resolution changing the existing meeting schedule of the Board of Fire Commissioners from the current standing meeting schedule of the 3rd Tuesday of the month at 9am to the 1st Tuesday of the month at 10am effective September 2020. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #7 Meeting Date Change Resolution Staff Report](#)  
[Item #7 Meeting Date Change Resolution TM12-2020](#)

8. Recommendation to approve a Property and Liability Insurance and Workers' Compensation Insurance Proposal for the Truckee Meadows Fire Protection District for one year beginning July 1, 2020 for a total annual premium not to exceed \$1,146,019 and authorize purchase of insurance based upon the Proposal. The Proposal includes Property, Casualty and Excess Liability Insurance to be provided by VFIS and will include Crime/Employee Theft Insurance through Travelers Bond & Specialty, Data and Security Liability through AIG Specialty, and Workers' Compensation through 7710 Insurance/Benchmark Insurance Company. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #8 Property and Liability Insurance Policy Staff Report](#)  
[Item #8 Property and Liability Insurance Policy Summary](#)

9. Recommendation to approve the payment of up-front expenses in a total amount of \$249,200 which are associated with the Hazardous Fuels Management and Stand-by Services Agreement (Agreement) approved on April 28, 2020 to include the purchase of one Type V fire engine in an amount not to exceed \$180,000, under the award of bid #3132-20, salaries and benefits for 5 fuels staff in an amount not to exceed \$30,055, radios, equipment and supplies in an amount not to exceed \$39,145, the total cost of which ultimately will be reimbursed by NV Energy pursuant to the Agreement and recommendation to approve a resolution directing staff to make the necessary budget adjustments for estimated expenses of \$249,200 through FY19/20. (All Commission Districts) FOR POSSIBLE ACTION

**Attachments:** [Item #9 NV Energy Contract Purchasing and Budget Aug Staff Report](#)  
[Item #9 NV Energy Contract - Budget Aug Resolution TM13-2020](#)  
[Item #9 NV Energy Contract - Approved Start Up Costs](#)

10. Recommendation to approve a Purchase and Sale Agreement with a close of escrow date of July 8, 2020 and documents in support thereof and the authorization to execute a Short Term Agreement for Sellers to occupy premises after close of escrow, for the acquisition of property located at 5335 Pelham Drive (APN 051-122-09). This purchase is intended to accommodate the replacement of Truckee Meadows Fire Protection District's Fire Station #37 modular residential building and provide for a temporary apparatus bay the District's Type 1 engine, in an amount not to exceed \$540,000 plus closing costs and 3% compensation to Broker, less \$5,000 in an earnest money deposit and authorize the Chair to execute final documents. (Commission District 2) FOR POSSIBLE ACTION

**Attachments:** [Item #10 5335 Pelham Purchase Staff Report](#)  
[Item #10 5335 Pelham Offer and Acceptance Agreement](#)  
[Item #10 5335 Pelham Short Term Agreement to Occupy](#)

11. Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District per NRS 288.220. FOR POSSIBLE ACTION
12. Commissioners'/Fire Chief's announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among Commissioners will take place on this item).
13. Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.

Adjournment