

**BOARD OF FIRE COMMISSIONERS
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

TUESDAY

9:00 A.M.

JULY 21, 2020

PRESENT:

Bob Lucey, Chair (via Zoom)
Marsha Berkbigler, Vice Chair
Kitty Jung, Commissioner (via telephone)
Vaughn Hartung, Commissioner (via Zoom)
Jeanne Herman, Commissioner

Jan Galassini, Chief Deputy County Clerk
Charles Moore, Fire Chief
Nathan Edwards, Deputy District Attorney (via Zoom)
Mary Kandaras, Deputy District Attorney (via Zoom)

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:

Vice Chair Berkbigler assumed the gavel because the Chair was not physically present at the meeting.

20-099F **AGENDA ITEM 3** Public Comment.

There was no response to the call for public comment.

20-100F **AGENDA ITEM 4** Announcements/Reports.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore said the August meeting would not take place if Agenda Item 5F was approved by the Board. The new meeting schedule would begin on September 1 at 10 a.m.

Chair Lucey thanked TMFPD employees for their work the previous few weeks, which had been very busy. He noted the conditions had been tenuous due to the heat, drought, and rapid wildfires. He believed each of the Commissioners experienced a fire within their district in that time. He expressed appreciation for the efforts of TMFPD personnel.

Commissioner Hartung echoed Chair Lucey's comment. He congratulated Chief Moore, his wife, and his staff for the graduation ceremony held on July 17 at the new headquarters. He noted there were 10 graduates and the program went off without a flaw. He said the new ladder truck was on display at the event. He mentioned Mrs. Moore organized the programming and the meal for the event. He stated it was a memorable evening.

CONSENT ITEMS – 5A through 5F

- 20-101F** **5A** Recommendation to approve the meeting minutes from the June 16, 2020 Board of Fire Commissioners Meeting. (All Commission Districts.)
- 20-102F** **5B** Recommendation that the Board of Fire Commissioners ratify Fiscal Year 19/20 reimbursements from the Washoe County, Nevada Other Post-Employment Benefits (OPEB) Trust Fund to Truckee Meadows Fire Protection District for the cost of retiree health insurance premiums in the amount of \$177,676. 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.)
- 20-103F** **5C** Recommendation to approve amending the existing Collective Bargaining Agreement between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association IAFF Local 2487 Non-Supervisory Unit 5 at “Article 2 -Recognition, Article 13 - Salaries, Appendix A - Salary and Article 16 - Minimum Constant Safety Staffing” to add staffing provisions for the District’s new ladder truck, and recognize the positions of Fire Squad Boss with a salary range of \$52,603.20 - \$67,974.40 with Nevada Public Employees’ Retirement System (NV PERS) and Fire Crew Member with a range of \$40,768.00 - \$52,915.20 with NV PERS within the bargaining unit represented by I.A.F.F. Local 2487 retroactively to May 25, 2020. (All Commission Districts.)
- 20-104F** **5D** Recommendation to accept a grant award from the State of Nevada’s Division of Public and Behavioral Health in the amount of \$20,939 for the purchase of two TruMan Trauma X High Fidelity Training Manikins and one TruBaby X High Fidelity Pediatric Training Manikin which will be used in training of air management scenarios that may occur during emergency medical services calls, and, if accepted, approve a resolution directing staff to make the necessary budget adjustments. (All Commission Districts.)
- 20-105F** **5E** Recommendation to approve a Memorandum of Understanding between the Truckee Meadows Fire Protection District and the Nevada Division of Forestry to allow the Division to use the Lemmon Valley Fire Station to enhance wildfire response to residents in the North Valleys and authorize the Chief to execute the same. (All Commission Districts.)
- 20-106F** **5F** Recommendation to approve a Notice of Cancellation for the regularly scheduled meeting on August 18, 2020 of the Truckee Meadows Fire Protection District Board of Fire Commissioners. (All Commission Districts.)

There was no public comment on the Consent Agenda Items listed above.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Consent Agenda Items 5A through 5F be approved. Any and all Resolutions pertinent to Consent Agenda Items 5A through 5F are attached hereto and made a part of the minutes thereof.

20-107F **AGENDA ITEM 6** Recommendation to accept a donation from Greenbacker Capital in the amount of \$22,742.09 for the purchase of a Polaris General 4 1000 Deluxe Ride UTV for the purpose of providing the District with an additional resource for firefighting in and around the Turquoise Solar Farm, and if accepted, approve a resolution of the same directing staff to make the necessary budget adjustments and express appreciation for the thoughtful contributions. (All Commission Districts.)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore stated Greenbacker Capital funded the Turquoise Solar Farm, which would be located down the I-80 corridor. He explained the solar array was located on a very steep hillside which would make it difficult for the TMFPD to fight a wildfire in and around the array. He stated a number of ideas about how to defend the solar farm were discussed with the applicant. He noted the applicant wanted to retain the site with minimal disturbance, so an access road was ruled out. They agreed on the use of a utility terrain vehicle to take firefighters, tools, and equipment to the array. The applicant made this capital contribution to fund that piece of equipment.

There was no response to the call for public comment.

On motion by Commissioner Herman, seconded by Commissioner Hartung, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 6 be accepted and approved. The Resolution for same is attached hereto and made a part of the minutes thereof.

20-108F **AGENDA ITEM 7** Presentation: An update of the Peer Support Program and its regional efforts – Presented by TMFPD Fire Captain Derek Reid.

Truckee Meadows Fire Protection District (TMFPD) Fire Captain Derek Reid stated the activities of the peer support program (PSP) had been virtual in nature but he believed they still made a difference to first responders and their families. He said the PSP had performed nine resilience rounds, during which they discussed emotional resilience, COVID-19 (C19), and work/family balance. He noted the PSP Board of Directors and clinical advisors were available to participants during those discussions. He said they presented at the Truckee Meadows Fire and Rescue new recruit academy. They provided a 4-hour workshop about mental evaluation, defining healthy coping mechanisms, and tools for enhancing family and work/life balance. He stated they provided information to new recruits about accessing peer support resources. He mentioned the PSP and the Northern Nevada Peer Support Network (NNPSN) participated in the health fair at TMFPD headquarters, during which they provided a mental size up and a wallet-sized card with contact information. He spoke with Washoe County Human Resources staff about

generating revenue and resources for County employees. Some of the suggestions for raising awareness involved using Inside Washoe and the Office365 application Yammer. He noted the NNPSN had posters explaining the mission of the organization, crisis call information, and a quick response code for the website.

Captain Reid indicated the PSP had grown in size and membership. He said Barton Memorial Hospital had recently joined the NNPSN. He noted two critical incident stress management teams had been restored and were performing crisis interventions. He expressed excitement because southern Nevada first responder groups wanted to join the NNPSN. He conjectured they would want to create their own southern Nevada PSP but both management and labor wanted to join northern Nevada, so he created a southern Nevada tab on the website. The website space provided a place for southern Nevada first responder groups to build resources. He said a meeting was scheduled for July 29th to speak with the southern Nevada groups. Buy-in was demonstrated through the Professional Fire Fighters of Nevada and employee assistance programs. He mentioned the Great Basin Chaplain Corps held a meeting at TMFPD headquarters two weeks prior. Approximately 15 chaplains met and discussed community service needs. He noted the meeting followed phase 2 guidelines including face coverings, social distancing, and a check-in process. He said the PSP had performed outreach, including providing resources after a tragedy in Mason Valley and in-person support to University of Nevada, Reno (UNR) staff after the loss of their canine Bonnie.

Captain Reid thanked TMFPD Chief Charles Moore, Deputy Chief Alex Kukulus, and the Board for their support. He encouraged anyone who struggled with issues to seek guidance and access mental health and resilience resources on the PSP website. He noted those resources were not only for first responders. He believed the peer support resources could be valuable to all Washoe County employees.

Vice Chair Berkbigler expressed gratitude for Captain Reid's efforts on the PSP, particularly during the isolation imposed by C19. She commended him for the work he did. She said it was a terrific program, which explained why other groups wanted to join. She thanked Captain Reid for his leadership and Chief Moore for his direction. She appreciated the support the PSP provided to UNR for the loss of their canine.

Commissioner Hartung asked about the progress of discussions with the Sheriff's Office and police departments. He asked whether it was still the goal to get law enforcement support to grow into a group anyone might join. Captain Reid responded law enforcement was already part of the network. He stated funding was complicated by the C19 situation, but the standalone resource was available. He said grant funding would be sought in the future. He noted some revenue would be generated when southern Nevada joined the network.

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

20-109F

AGENDA ITEM 8 Fire Chief Report.

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

1. Budget Update.
2. Update on Bond Financing.
3. Station 37 Hidden Valley Development Update.
4. Backup Emergency Operations Center.
5. Type III Brush Engine Refurbishment Update.
6. Poeville Fire Review.

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

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

Truckee Meadows Fire Protection District (TMFPD) Chief Fiscal Officer Cynthia Vance reported the fiscal year 2020 revenue was at 98 percent two weeks prior to financial closing. She noted there were still two months for the consolidated tax to come in so she expected the revenue to exceed the budgeted amount for the fiscal year. She said expenses were at approximately 90 percent of the budgeted amount, not including two and one half payroll periods and benefits because payroll was two weeks behind. She stated the contingency funds were not used and would be rolled forward. The fiscal year fund balance was expected to be higher than anticipated.

Commissioner Jung asked whether Ms. Vance could speculate on a percentage for the higher-than-expected ending fund balance. Ms. Vance replied she was unsure of a percentage because there were many accruals, but she thought the total would be higher than originally budgeted. Commissioner Jung asked for a range. Ms. Vance conjectured the overage would be in the range of three to four percent.

Commissioner Jung said property taxes were the source of fiscal revenue for this type of fund. She noted property values were expected to collapse, although no one knew when that would be. She asked whether staff had performed scenario planning and shared those results with the bargaining unit. Ms. Vance responded the 2021 fiscal year budget included some contingency plans. She said there had been no direct communication with the union, but an all-staff presentation was planned for the following day.

Commissioner Jung expressed interest in working with TMFPD staff on scenario planning insomuch as she or the Board might offer help in terms of policy. She requested staff provide information about possible scenarios to her, TMFPD Chief Charles Moore, and Chief Moore's designee. She voiced apprehension about the security of revenue sources.

Chief Moore said the TMFPD considered a recommendation to the Board in September about soliciting bonds to pay for the improvements for Hidden Valley and

reimburse the District for land purchased for the consolidated station in Washoe Valley. He said the bond would be for approximately \$2.1 million. He noted interest rates were extremely low and banks were motivated to lend money. He stated the debt service on that amount would be in the range of \$140,000 and \$160,000 depending on the financing term and interest rate. He believed the completion of the Hidden Valley improvements were a priority for the District because the apparatus bay was very small and only fit one Type 1 engine. He wanted to alert the Board of the forthcoming recommendation and ascertain whether there were any objections to seeking debt financing for the project.

Ms. Vance noted the debt financing would reimburse the District for the \$475,000 used to purchase the Washoe Valley property, so it would release some cash. She said staff would issue a request for proposals and present the resulting proposals to the Board for approval. Staff would consider both 15-year and 20-year terms and the best interest rates.

Commissioner Jung referred to Ms. Vance's statement and asked who owned the land and who would be reimbursed. Ms. Vance replied the District would use the funds to reimburse themselves and replenish their cash reserves. Commissioner Jung clarified the funds would replenish the District's cash.

Commissioner Jung observed the bond interest rates were at historical lows, which she thought would not last for long because of the condition of local, state, and federal governments. She suggested Chief Moore accelerate the bond process to lock in the interest rate. She thought bond financing potential would not be as favorable the following fiscal year. She noted bond financing was used by governments because they typically had no capital or anything to leverage, and bonds provided a lower interest rate. She was in support of this staff recommendation.

Chief Moore reported the District closed on the purchase of the 5335 Pelham Drive property and there was another agenda item concerning the sale of 5445 Pelham Drive. He thought the two transactions were relatively commensurate. He said the process of meeting with the Citizen Advisory Board and the Board of Adjustment had to be repeated and would take until January 2021. The TMFPD would work on architectural concepts concurrently and he anticipated breaking ground in April or May. He expected the station would be completed and staffed between September and November 2021.

Chief Moore said the TMFPD met with County staff to review whether the property at 3663 Barron Way could serve as an emergency dispatch center and an emergency operations center (EOC). He thought the building would work well since it had the necessary information technology capacity. The only missing component was emergency power generation, which could be added if the building was purchased. He said staff would agendize an item recommending the purchase of the building within the following six months. He noted the rent paid on the property would be transferred toward the purchase so the District would own the asset in time. He reiterated both County and District staff believed the building was ideal for the secondary EOC.

Chief Moore said the District took delivery of the Type 3 brush engines that had been refurbished. He stated the engines turned out well and were in service at various stations. He noted the District saved taxpayers approximately \$1.6 million by refurbishing the ladder truck and purchasing the refurbished Type 3 engines as compared to buying new equipment. He expressed pride in the savings and the new equipment. He mentioned the District began distributing ash cans and he expected supplies would be exhausted by the end to the week. He indicated he was glad to see citizens taking advantage of the program.

Deputy Chief Alex Kukulus conducted a PowerPoint presentation, a copy of which was placed on file with the Clerk. He reviewed slides with the following titles: Poeville Fire; map of fire area; Truckee Meadows Fire Resources; and image of fire.

Chief Kukulus said the heel of the Poeville Fire was on private land within the TMFPD. He noted components of the fire were still under investigation so he would not answer questions about the origin. He reviewed the affected acreage, noting how much of the fire was on land belonging to the United States Forest Service, the TMFPD, and the Reno Fire Department. He outlined the resources used by the District to fight the fire. He stated the number of personnel used in the response was approximately two times the normal shift strength. He said the fire response included strike teams from most local government agencies in northern Nevada and the Lake Tahoe area, as well as federal agencies. He showed a video of the fire and smoky conditions. He reported eight structures were lost, the back of one fire engine sustained fire damage, and four personnel were sent to the hospital during the fire. He spoke about the sustained 30-mile per hour winds and 60-mile per hour gusts which exacerbated fire conditions. Although losing those homes was regrettable, he stated, the priorities were first responder safety, followed by public safety and then property conservation. He said three elderly people were transported out as the flames encroached on their homes. He stated they protected several hundred homes from the fire. He noted the structures were lost as a result of a spot fire located about a half mile from the main body of the fire. The spot fire jumped to the south and east of the original fire and responders had a very short time to react. He said there was not much firefighters could do in terms of extinguishing the fires due to wind conditions. The response involved trying to push the fire along in one direction and protecting structures along the way.

Chief Kukulus noted the fire season had just started and there were three months to go. The TMFPD had approximately 100 brush fires so far in the season, which was almost two fires per day. He said the National Weather Service (NWS) had issued five red flag warnings so far, which was normal for the time of year. He stated the District tried to keep resources moving along to get through the fire season.

Commissioner Jung commended the TMFPD for their response to the Poeville Fire. She said she did not worry about operations because the TMFPD had demonstrated dedication to saving structures. She understood first responder and resident lives were a priority. She noted her constituents expressed their appreciation because the Board valued people's homes by making them a priority during wildfires.

Commissioner Jung recalled the plans for the backup EOC included providing the Sheriff's Office or any other assisting agency a helicopter landing site. She asked whether that was still part of the expansion. Chief Moore replied the landing site would be proposed for the consolidated station in Washoe Valley. He said the EOC was intended for the new District headquarters, which was currently leased.

Commissioner Jung thanked Chief Moore for refurbishing the equipment he mentioned earlier and distributing it throughout the District to be of more use.

Vice Chair Berkbigler thanked Chief Kukulus for his report. She thanked all TMFPD firefighters and agreed with Commissioner Jung's commendation. She expressed concern for firefighter safety but did not worry about their ability to put out fires because they did excellent work.

Chief Kukulus mentioned Chief August Isernhagen had joined the District and done a tremendous job developing the Fuels and Wildland Division. He said the division had expanded rapidly, which was helpful in managing fires. He referred to Fire Captain Derek Reid's presentation about the peer support program (PSP), noting he was able to call the contracted mental wellness physician regarding the four personnel who went to the hospital during the Poeville Fire. He expressed appreciation for the PSP, which was a great resource for the TMFPD.

Chief Moore said he expected the Commissioner dashboard would be reinstated in September or October. He thought the Bureau of Land Management (BLM) would be able to deliver a presentation to the Board in October about the next steps for developing a shooting range, which he understood was important to Commissioner Herman. He noted the BLM regional head took another position somewhere else, but he thought a cogent plan would be ready to present to the Board in October with a timeline of perhaps two years for the project.

Chief Moore mentioned there would be critical fire weather Tuesday and Wednesday, with Wednesday being the worst day. He wanted to prepare constituents for localized heavy rain, possible hail, and thunderstorms.

Commissioner Jung stated an emergency message the prior day said to expect hail the size of quarters in Incline Village and Crystal Bay. She asked whether that had occurred and whether there was any damage. Chief Moore replied he was not sure whether those areas had experienced hail. He said there would be a weather briefing later in the day and the following day. He offered to ask the NWS whether there had been hail, but Commissioner Jung said that was not necessary.

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

20-110F **AGENDA ITEM 9** Recommendation to authorize staff, pursuant to NRS 474.470(7), to list for sale at market value (not less than \$565k and no more than \$580k), property located at 5445 Pelham Drive (APN 051-122-08) which was to be used as replacement living quarters for Hidden Valley Fire Station #37 but is no longer needed due to the acquisition of 5335 Pelham Drive. (APN 051-122-09). (Commission District 4.)

Truckee Meadows Fire Protection District Chief Charles Moore said the listing price would depend on a professional market analysis. He stated a Realtor was ready to list the property if the Board approved the sale. He noted some improvements would be made before the sale, including repairing a fence which had blown down. The property would be ready to list within two weeks.

Chair Lucey thanked Chief Moore for his ability to make quick adjustments, such as purchasing the new property that would be more advantageous to the District. He thought it was a smart move for the District.

Chief Moore noted a typographical error in the agenda item. He said it should read as District 2, not District 4.

There was no response to the call for public comment.

On motion by Chair Lucey, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 9 be authorized.

20-111F **AGENDA ITEM 10** Recommendation to approve the following positions with provisional job classifications for the TMFPD Fuels Division:

Crew Boss and Heavy Equipment Boss (one position) with salary range of \$64,854.40 - \$84,385.60 with NV PERS.

Heavy Equipment Operator (one position) with salary range of \$54,184 - \$70,012.80 with NV PERS.

Squad Boss (one position) with a salary range of \$54,184.00 - \$70,012.80 with Nevada PERS.

Crew Members (four positions) with a salary range of \$41,995.20 - \$54,496.00 with Nevada PERS.

(All Commission Districts)

Truckee Meadows Fire Protection District Chief Charles Moore said the addition of a second fuels crew would come at no cost to the District as it would be funded by either NV Energy or the Nevada Division of Forestry. He said candidates had been selected and, if approved by the Board, the new crew would be hired right away. They would start with the power lines in the Verdi area. He noted there was much work to be done in that area with regard to fuels management. He expressed enthusiasm about the

additional crew. He said the fuels crews were a great resource because they were also utilized for mop-up work, developing fuel lines, and cold trailing fires.

There was no response to the call for public comment.

On motion by Commissioner Herman, seconded by Chair Lucey, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 10 be approved.

20-112F **AGENDA ITEM 11** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

Truckee Meadows Fire Protection District Chief Charles Moore indicated there was no need for a closed session.

20-113F **AGENDA ITEM 12** Announcements/Reports.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore referred to Commissioner Hartung’s announcement about new recruits. He stated the nine new employees would start during the current week. He expressed happiness about the new recruits and said the TMFPD was at full strength.

Commissioner Hartung mentioned the graduation ceremony was a model event. There was a table where everyone checked in, temperatures were taken, masks were provided, and hand sanitizer was made available. He said the event demonstrated how to host that type of event safely. He noted there were 10 graduates and asked where the 10th person was from. Chief Moore replied the 10th graduate was from South Lake Tahoe.

20-114F **AGENDA ITEM 13** Public Comment.

There was no response to the call for public comment.

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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:
Carolina Stickleby, Deputy County Clerk