

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

TUESDAY

4:00 P.M.

JANUARY 9, 2007

PRESENT:

Bob Larkin, Chairman
Bonnie Weber, Vice Chairman
Jim Galloway, Commissioner
Pete Sferrazza, Commissioner

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Melanie Foster, Legal Counsel
Marty Scheuerman, Division Chief

ABSENT:

David Humke, Commissioner

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

07-01F AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Weber, seconded by Chairman Larkin, which motion duly carried with Commissioner Humke absent, it was ordered that the agenda for the January 9, 2007 meeting be approved.

PUBLIC COMMENT

Gary Schmidt asked why Truckee Meadows Fire Protection District (TMFPD) was not represented at the previous day's strategic planning meeting. He made a public records request from all levels of TMPFD, per NRS 439, to receive copies of policies, procedures, guidelines and directives regarding the ability to close roads, deny access to property, or demand that owners leave property in the event of a fire.

07-02F COMMISSIONERS'/MANAGER'S ANNOUNCEMENTS

Chairman Larkin asked Division Chief Marty Scheuerman if he was working on the strategic plan. Chief Scheuerman responded that he was working with the contractor on a draft that would be brought before the Board.

07-03F **MINUTES**

On motion by Commissioner Weber, seconded by Commissioner Sferrazza, which motion duly carried with Commissioner Humke absent, Chairman Larkin ordered that the minutes of the November 13, 2006 and December 12, 2006 regular meetings be approved.

07-04F **DISCUSSION –FIRE SERVICE COORDINATOR POSITION –
MANAGER**

Earlier in the meeting, the Board convened as the Board of County Commissioners, the Board of Fire Commissioners for the Sierra Fire Protection District (SFPD), and the Board of Fire Commissioners for the Truckee Meadows Fire Protection District (TMFPD).

John Slaughter, Management Services Director, explained that the Fire Service Coordinator position was established to serve as an advisor on fire service issues to the County Manager, the Board of County Commissioners, and to the various fire commission boards in Washoe County. He noted that the position had no operational authority over any of the various Washoe County fire agencies and outlined the general duties of the coordinator.

Marty Scheuerman, Division Chief for TMFPD, stated that TMFPD fully supported the position. He suggested that duties be expanded for the role of liaison between the various fire boards. Chief Scheuerman observed that the Coordinator needed to be the County's advocate for contract administration and to ensure that needs were being met within the various contract agreements. Chairman Larkin asked Chief Scheuerman for his input about qualifications for this position. Chief Scheuerman indicated that a foundation in fire service and administrative ability were both required and he stressed the importance of someone with local jurisdictional background.

Joseph Reinhardt, Interim Chief for SFPD, agreed that a well-rounded knowledge of fire service within the local area was important, as well as the ability to interact with the volunteers.

Commissioner Galloway suggested that the contractual duties and fire service duties might require two people, although not necessarily two full-time employees. He emphasized the importance of independent representation for Washoe County's interests, observing that TMFPD personnel were employed by the City of Reno and might have difficulty remaining impartial.

Commissioner Humke agreed that it might be a good idea to bifurcate the coordinator's duties between those of a fire professional and those of a contract negotiator/administrator. He added that the Coordinator could not be hostile toward the use of volunteers and needed the ability to talk with dispatchers.

Commissioner Weber emphasized the importance of the volunteer component of the Coordinator's position, suggesting that the volunteers needed more of a representative than a liaison.

Katy Singlaub, County Manager, summarized that the Coordinator's position required negotiating skills, local experience and understanding of the local districts, independent representation of Washoe County's interests, a higher level of engagement and support for the volunteers, fuels management knowledge, and the ability to undertake strategy development. She believed it was important that the Fire Coordinator not be overburdened with the day-to-day activities of volunteer support and stated that the Manager's office would look to address resources for volunteer support in the next budget cycle. Ms. Singlaub suggested that her office conduct recruitment for Fire Coordinator candidates to find the best available combination of skills and then fill in any gaps during the budget process.

Commissioner Humke recommended that the concept of the Fire Coordinator having no operational authority be reconsidered, suggesting that the position be known informally as "Chief of the Volunteers." He reiterated his desire for the Coordinator to work with the dispatch function, stating that the volunteers were not currently being dispatched and that was unacceptable.

Commissioner Sferrazza stated that he disagreed with the summary presented and wanted the Coordinator to have a stronger role within TMFPD, including monthly reports given directly to the Board with the assistance of Chief Scheuerman and the City of Reno.

In response to the call for public comment, Gary Schmidt commented that the community needed someone who would address public concerns and challenge the status quo.

Ms. Singlaub clarified that the Fire Coordinator position encompassed the role of contracts administrator for the fire services, including TMFPD. She explained that the intention was to have a much more aggressive role in the administration of those contracts in the future.

Mr. Slaughter noted that the position would be open for two to three weeks and should be filled within six weeks or so. Ms. Singlaub discussed with Chairman Larkin that she had authority to make the appointment but would bring the recommendation to the Board prior to doing so.

07-05F RESOLUTION – NEVADA EMERGENCY MANAGEMENT ASSISTANCE COMPACT PARTICIPATION

Division Chief Marty Scheuerman provided background on the Nevada Emergency Management Assistance Compact (NEMAC), stating that Washoe County had adopted the NEMAC Agreement last year and the City of Reno adopted it last month.

Chairman Larkin clarified that Washoe County had participated in similar processes in years past. Chief Scheuerman explained that the NEMAC Agreement was intrastate, allowing resources to be shared and costs to be recovered among agencies within the state, and was patterned after a similar agreement used for that purpose between states. He added that it covered various types of emergencies such as fire, natural disaster or civil disorder. Chairman Larkin clarified that the County was not financially encumbered upon approving the resolution. Chief Scheuerman emphasized that participation was voluntary.

On motion by Commissioner Weber, seconded by Chairman Larkin, which motion duly carried with Commissioner Humke absent, it was ordered that the Resolution Adopting and Approving the Nevada Emergency Management Assistance Compact be approved and the Chairman be authorized to execute the same.

**RESOLUTION ADOPTING AND APPROVING
THE NEVADA EMERGENCY MANAGEMENT
ASSISTANCE COMPACT**

WHEREAS, pursuant to NRS 474.460, Truckee Meadows Fire Protection District is a political subdivision of the State of Nevada; and

WHEREAS, Chapter 414 of the Nevada Revised Statutes authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of an emergency or disaster; and

WHEREAS, Chapter 414 of the Nevada Revised Statutes also authorizes the Nevada Division of Emergency Management (“NDEM”) to coordinate the provision of equipment, services or facilities owned or organized by the State or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area; and

WHEREAS, the Nevada Emergency Management Assistance Compact (“NEMAC”) authorizes the request, provision, and receipt of mutual aid from other jurisdictions in accordance with Chapter 414 of the Nevada Revised Statutes. A copy of NEMAC is on file with the Clerk; and

WHEREAS, pursuant to the Interlocal Agreement for Fire Consolidation, Interlocal Agreement dated July 1, 2000, as amended on July 1, 2004, by the Fire Amended Interlocal Agreement for Fire Service and Consolidation, the City of Reno provides fire services to Truckee Meadows Fire Protection District, and it is intended that this resolution shall also provide to the City of Reno authority to administer NEMAC on behalf of Truckee Meadows Fire Protection District, and such costs relating thereto that are applicable to such district shall remain the responsibility of Truckee Meadows Fire Protection District; and

WHEREAS, Truckee Meadows Fire Protection District, in its sole discretion, reserves the right to utilize and participate in any other mutual aid, automatic aid, and other agreements it has approved, or will approve in the future, to obtain aid;

NOW, THEREFORE, BE IT RESOLVED that the Truckee Meadows Fire Protection District does hereby adopt NEMAC as an intrastate mutual aid mechanism, and further resolves that Truckee Meadows Fire Protection District shall have the authority to participate in NEMAC as outlined therein with all the other political subdivisions of the State of Nevada that also adopt NEMAC; and

BE IT FURTHER RESOLVED that in furtherance of the Interlocal Agreement for Fire Consolidation, as amended, the City of Reno is hereby provided authority to administer NEMAC on behalf of Truckee Meadows Fire Protection District, and such costs relating thereto that are applicable to the jurisdiction of the Truckee Meadows Fire Protection District and the areas it serves shall remain the responsibility of the Truckee Meadows Fire Protection District.

07-06F VOLUNTEER/AUXILIARY REPORT – DECEMBER 2006

Division Chief Marty Scheuerman distributed a report put together by Division Chief Tim Alameda, which was placed on file with the Clerk. He stated that the Cold Springs Station was nearly complete and work was being done with Washoe County Building Services for the Lemmon Valley Station. Chief Scheuerman pointed out that Lemmon Valley was the only volunteer fire department to submit a report, indicating they responded to 21 calls in November 2006, the majority of which were medical in nature. He stated that Chief Alameda's report contained the preliminary status of the physical stations and apparatus for all the volunteers in the District.

Commissioner Weber commented that the volunteer departments needed to be encouraged to get monthly reports turned in. She expressed her belief that a workshop needed to be held for all of the volunteers. Chief Scheuerman agreed that a workshop would be appropriate and offered to work with Chief Alameda and the volunteer chiefs. Commissioner Weber asked how the workshop could be organized. Katy Singlaub, County Manager, indicated that she had noted the request and asked John Slaughter, Management Services Director, to follow up with Chief Scheuerman.

Chief Scheuerman noted the passing of Volunteer Fire Chief Ken Carpenter with the Pleasant Valley Volunteers and announced his funeral service to be held January 13, 2007. A moment of silence was observed.

Commissioner Galloway asked how reports could be obtained from the volunteers. Chairman Larkin stated that Chief Scheuerman had been tasked with that in lieu of the Fire Services Coordinator. He indicated that the Board of Fire Commissioners was ultimately responsible for the volunteers. Chief Scheuerman commented that he was trying to encourage the volunteers to provide their own viewpoint to the Board rather than having staff present their interpretation of the volunteers' status. Commissioner

Galloway asked that the County Manager consider this issue during selection of the Fire Services Coordinator.

On motion by Commissioner Weber, seconded by Chairman Larkin, which motion duly carried with Commissioner Humke absent, it was ordered that the Volunteer/Auxiliary report for December 2006 be accepted.

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There being no further business to come before the Board, the meeting was adjourned at 5:24 p.m.

ROBERT M. LARKIN, Chairman
Truckee Meadows Fire
Protection District

ATTEST:

AMY HARVEY, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District

*Minutes Prepared By
Lisa McNeill
Deputy County Clerk*