

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

TUESDAY

10:00 a.m.

NOVEMBER 9, 2010

PRESENT:

Bonnie Weber, Vice Chairperson
Bob Larkin, Commissioner
Kitty Jung, Commissioner
John Breternitz, Commissioner

Nancy Parent, Chief Deputy Clerk (12:25 p.m. to 12:29) p.m.
Amy Harvey, County Clerk (12:29 p.m. to 1:06 p.m.)
Katy Simon, County Manager
Melanie Foster, Legal Counsel
Tim Alameda, Division Chief

ABSENT:

David Humke, Chairman

The Board convened at 12:25 p.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

10-90F AGENDA ITEM 2

Agenda Subject: “Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the Commission agenda. The District will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the District as a whole.”

There was no response to the call for public comment.

10-91F AGENDA ITEM 3A

Agenda Subject: “Acceptance of volunteer/auxiliary report for September 2010 (Including monthly operations report of Volunteer Fire Departments indication response data, training activities/apparatus updates, administrative, radio communication and dispatch issues etc.)”

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Larkin, which motion duly carried with Chairman Humke absent, it was ordered that Agenda Item 3A be approved.

10-92F AGENDA ITEM 4

Agenda Subject: “Fire Chiefs Report – Report and discussion related to Fire District operations including Updates on station brown outs by Reno/Truckee Meadows Chief Michael Hernandez.

Reno/Truckee Meadows Chief Michael Hernandez stated a brown out summary report was not included because typically it covered a 30-day time period, which had not occurred since the last meeting. He reported that a total of 808 calls had been received and listed the following breakdown: 516 medical calls; 33 structural fires; and, 22 wild fires. Significant events involved a tractor-trailer rollover in Washoe Valley involving extrication, several brush fires in District 5 and an acid spill in the Double Diamond area.

Chief Hernandez said the City of Reno had considered a budget reduction, and he anticipated presenting factual information to the Board; however, the City just hired a new Budget Director and those discussions had halted until the new Director could become acclimated with the current budget status. As soon as he was aware of the impacts for the organization, he would forward that information to the Board. He said the proposed reductions would impact the operations side, such as purchasing, but not staffing. Chief Hernandez reported on a productive meeting held with the Lemmon Valley Volunteer Fire Department that included discussions pertaining to the organization.

Chief Hernandez informed Commissioner Jung that the requested data regarding the impact to Station 13 from brown outs scheduled for Station 9 was complete and noted he would e-mail that report to the entire Board. He said that report would also be included in the Joint Fire Advisory Board (JFAB) documentation. Vice Chairperson Weber indicated that Station 13 was also in District 5 and requested that report be placed on a future agenda for full discussion.

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

10-93F AGENDA ITEM 5

Agenda Subject: “Update on Joint Fire Advisory Board meeting and Interlocal Agreement review process status.”

Division Chief Tim Alameda reported that staff had reviewed the following Articles: Article 4, transfer of employees; Article 7, insurance; Article 8, record retention; Article 10, volunteers; Article 11, finance; and, Article 12,

miscellaneous items. He said a staff report would be presented to the Joint Fire Advisory Board (JFAB) for their November 15, 2010 meeting.

Commissioner Breternitz asked if this was still on schedule to be concluded in March of 2011. Chief Alameda confirmed that to be correct.

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

10-94F AGENDA ITEM 6

Agenda Subject: “Update and discussion on the progress of the Reno Fire Department Standard of Cover and Regional Standard of Cover.”

Division Chief Tim Alameda reported that he continued to meet with Mr. Joe Parrot, Emergency Services Consulting International (ESCI). He confirmed that stakeholder meetings were scheduled for November 15, 16, and 17, 2010, with the Reno City Council, the Reno City Manager and a Neighborhood Advisory Board (NAB) Chairman.

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

10-95F AGENDA ITEM 7

Agenda Subject: “Report on the progress of three fire related projects: the Regional Standard of Cover, the Interlocal Agreement for Fire Service and Consolidation, and the evaluation of the Pre-Hospital Emergency Medical Service delivery system; and possible direction to staff regarding TMFPD’s review of the Sierra Fire Protection District’s Arrowcreek Station Staffing Options report in conjunction with the Regional Standard of Cover project.”

Kurt Latipow, Fire Services Coordinator, said the following direction was given to staff during the October 26, 2010 Sierra Fire Protection District (SFPD) meeting: that the Arrowcreek Station staffing report be transmitted to the Truckee Meadows Fire Protection District (TMFPD); to engage a consultant for a peer review of the report; to continue working with SFPD Chief Michael Greene; and, a staff report be prepared and presented to the Board to include timelines and milestones for all the on-going reports. He indicated the Arrowcreek Station staffing report had been transmitted to Reno/Truckee Meadows Chief Michael Hernandez. Mr. Latipow explained that a draft Regional Standard of Cover would be presented to the JFAB by mid February and was scheduled to be completed by mid-March 2011.

Mr. Latipow said the updates to the First Amended Interlocal Agreement for Fire Service and Consolidation had been ongoing since July 2010 and was scheduled to be presented to the Fire Board and the City of Reno by late March 2011. He also confirmed that the development of the criteria and the study of the pre-hospital Emergency Medical Services (EMS) delivery system was progressing and those

preliminary results were also anticipated by late March 2011. Mr. Latipow explained a contract was being processed for a consultant to conduct the Peer Review of the SFPD's Arrowcreek Station Staffing Option Report. He reviewed the recommendations in the staff report and felt they were consistent with the direction given during the SFPD meeting.

Commissioner Larkin stated most of the direction was captured. However, the expectation was not only a verbal report of the milestones, but concrete milestone identification for all the items, possibly a Gantt Chart. Mr. Latipow confirmed the due dates for all the outstanding reports were included in the staff report.

Commissioner Larkin asked if Chief Hernandez had any questions concerning the transmitted Arrowcreek Station staffing report. Chief Hernandez stated the direction was clear.

Vice Chairperson Weber commented that the Arrowcreek staffing would impact all County Districts. She asked the Board's opinion on continuing the community meetings to discuss the service impacts throughout the region.

Commissioner Larkin indicated two of the directed five community meetings were reserved until the completion of the Standard of Cover. Vice Chairperson Weber clarified her intent was not for Mr. Latipow to report to the community, but allow community involvement and to offer suggestions. Commissioner Larkin felt an appropriate time for citizens to be involved and arrive at a community consensus for fire services would be in February 2011 when the policy issues would be considered with the Standard of Cover. He suggested a community forum be scheduled after February in order to present the Standard of Cover.

Vice Chairperson Weber believed the JFAB meetings could offer involvement for interested citizens and asked if those meetings were televised. Mr. Latipow explained those meetings were held in the Commission Chambers, but due to budget constraints were not televised. Vice Chairperson Weber said it could be beneficial for those meetings to be available to interested citizens. Mr. Latipow replied the options that the TMFPD would be reviewing were not agendized on the JFAB agendas. Those agendas consisted of an aggressive schedule to present updates for the Interlocal Agreement. Vice Chairperson Weber agreed that the community forums should be held in February, but also continue to find ways to involve interested citizens.

Commissioner Jung said the confusion lied in the timeline. She said up to and until the Standard of Cover was completed it would not be a good use of constituent participation. She stated it may have appeared that the Arrowcreek Station had placed the cart before the horse, but it did offer staffing options, which was different than looking at the Regional Standard of Cover and what those changes could mean. Vice Chairperson Weber agreed; however, felt this all blended into the staffing of the Arrowcreek Station and the resulting staffing for that Station from other areas. She suggested that all the fire services, TMFPD, SFPD, volunteers, etc., be made aware of when the JFAB meetings

were held in order to have an opportunity to participate. Mr. Latipow said he would check on the locations of the postings for the JFAB meetings and make certain all of the entities would be notified.

There was no public comment on this item.

On motion by Commissioner Larkin, seconded by Commissioner Jung, which motion duly carried with Chairman Humke absent, it was ordered that recommendations 1, 2 and 3 in the staff report be accepted.

10-96F AGENDA ITEM 8

Agenda Subject: “Discussion and possible direction regarding the Truckee Meadows Fire Protection District’s 2010/2011 approved Capital Equipment Expenditures in the apparatus fleet and consideration of a moratorium on purchases.

Division Chief Tim Alameda commented in May 2010 the Fire Board approved the Fiscal Year 2010/11 budget inclusive funds to replace capital equipment. The following equipment had been approved for replacement and, dependant on mileage and serviceable life, would be reassigned to reserve or volunteer status:

- **Engine 18** – responds to an average of 626 calls annually. The service area for this engine consists of an initial response area of 130 square miles that includes Cold Springs and the Red Rock/Rancho Haven area. The automatic aid areas included: Sierra Fire Protection District 38, five square miles inclusive of the Peavine and Bordertown areas; and, District 13, 43 square miles covering Silver Knolls, Lemmon Valley and the south Stead area.
- **Engine 13** – responds to an average of 1,650 calls annually. The service area for this engine consists of an initial response area that includes: 43 square miles that comprise Silver Knolls, Lemmon Valley and the south Stead area. The automatic aid areas include: District 9, 56 square miles covering north Stead, Golden Valley and portions of Lemmon Valley; District 10, 7.5 miles covering the North Virginia/Parr area, Panther Valley, Raleigh Heights and the Golden Valley areas; District 15, 14 square miles including Sun Valley; District 18, 130 square miles covering Cold Springs and the Red Rock/Rancho Haven area; and, the SFPD’s 5 square miles covering Peavine to the Bordertown area.
- **Brush 18** – Staff was reviewing the recommendation to replace this unit and believed there were other units that warranted replacement in lieu of this unit and would return to the Board in January 2011 with a recommendation.
- **Two Battalion Chief Vehicles** – In addition to routine administrative assignments, these vehicles were front-line emergency response units utilized by chief officers who responded to 2,000 plus incidents per year. These vehicles

were scheduled for replacement in the FY 2009/10 budget and the funds had been carried over to the 2010/11 budget.

Chief Alameda explained it could take approximately a year for the specifications and the building of an apparatus and then about 14 months to receive the equipment.

Vice Chairperson Weber indicated that Chairman Humke had reiterated his request for a moratorium on capital purchases; however, all these vehicles impacted District 5. Commissioner Larkin suggested continuing this item to the December meeting.

Commissioner Breternitz asked if a possible delay until after the review of the impending reports, such as the Standard of Cover, would affect an order. Reno/Truckee Meadows Chief Michael Hernandez replied there were several points on how a moratorium could impact the service area. He explained vehicles were custom built for the region and the build-out time was about 14 months. He said the longer the award of contract was delayed, the longer the arrival time of the equipment. He stated the potential for critical failure on an emergency scene intensified once 100,000 miles was reached. Chief Hernandez remarked the specification phase would soon be completed. Secondly, every year the manufacturers were faced with new requirements that went into the minimum specifications of a fire truck, which raised the cost of a new truck. Lastly, Chief Hernandez expressed his concern about the amount of mileage and the wear and tear placed on an apparatus.

Commissioner Breternitz stated he was not advocating for or against a moratorium; however, was advocating for effectiveness and efficiency with the funds. He felt the Standard of Cover would give a better basis in making a decision. Chief Hernandez replied the Standard of Cover would supply a more global view of how the assets would be deployed, but did not speak to the wear and tear on the current equipment. He said the Standard of Cover would give a road map on how specific assets would be deployed and into which geographical areas.

Chief Hernandez commented when first hired and, out of concern over the cost, he cancelled a bid request and directed staff to revisit the specifications of the trucks that were going to be purchased to ensure there were not areas that could be more economical. He noted this proposal was the result of those actions. He indicated in many departments when a truck was purchased that truck went to the busiest station for two to three years. Once it reached the 50,000 mile mark those trucks were sent to slower stations. He noted it was not uncommon for a fire organization to obtain 20+ years out of any one apparatus. Currently, there was language in the Interlocal Agreement that restricts Truckee Meadows capital expense purchased items to those Truckee Meadows Stations. Commissioner Breternitz asked if that ability could be enhanced with a modification of the Interlocal Agreement. Chief Hernandez replied those components were being reviewed.

Vice Chairperson Weber asked if a continuance of this item would make a difference. Chief Hernandez said a month would cause no harm. Vice Chairperson Weber requested specifics of the apparatus when returning in December.

In response to the call for public comment, Cliff Low said there was public concern about this item. He felt no action should be taken for these purchases until the item received proper discussion.

Commissioner Breternitz requested a per Station summary on the mileage for each piece of equipment. Chief Alameda stated that would be completed.

On motion by Commissioner Jung, seconded by Commissioner Breternitz, which motion duly carried with Chairman Humke absent, it was ordered that Agenda Item 8 be continued to the December meeting.

10-97F AGENDA ITEM 9

Agenda Subject: “Commissioners’/Manager’s Announcements, requests for information and identification of topics for future agendas. (No discussion among Commissioners or action will take place on this item.)”

There were no announcements.

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ADJOURNMENT

1:06 p.m. There being no further business to come before the Board, on motion by Commissioner Jung, seconded by Commissioner Larkin, which motion duly carried, the meeting was adjourned.

BONNIE WEBER, Vice Chairperson
Truckee Meadows Fire
Protection District

ATTEST:

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

*Minutes Prepared By:
Stacy Gonzales, Deputy County Clerk*