

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

TUESDAY

10:00 a.m.

DECEMBER 14, 2010

PRESENT:

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

Amy Harvey, County Clerk
Katy Simon, County Manager
Melanie Foster, Legal Counsel
Tim Alameda, Division Chief

The Board convened at 11:07 a.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:

10-98F 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 Board of Fire Commissioners as a whole.”

Garth Elliott talked about a fire in which an uninhabited house in Stead burned to the ground. It was later found that two kids started the fire. He stated his brother lived across the street, was there when the phone call was made to 911, and waited 12 to 15 minutes for firefighters to arrive. He noted the fire station was located one-half mile or less from the site of the fire. He indicated he did not know, but suspected the response time had something to do with the brown outs. He suggested volunteers should be relied upon to fill in and get rid of the brown outs.

10-99F AGENDA ITEM 3A

Agenda Subject: “Approval of the BOFC Meetings minutes for August 24, 2010, September 28, 2010 and October 26, 2010.”

There was no public comment on this item.

On motion by Commissioner Weber, seconded by Commissioner Breternitz, which motion duly carried, it was ordered that Agenda Item 3A be approved.

10-100F AGENDA ITEM 4

Agenda Subject: “Fire Chief Report – Report and discussion related to Fire District operations by Reno/Truckee Meadows Chief Michael Hernandez.

Division Chief Tim Alameda explained that Chief Hernandez had another meeting to attend. He referenced the staff report, which contained the percentages of time that Stations 7, 9 and 10 were browned out, as well as the response times and significant activities in November 2010 for all stations in the Truckee Meadows Fire Protection District (TMFPD). He stated a double fatality fire in Sun Valley was under investigation, as was an arson-related fire at Lenz Elementary School. He indicated the TMFPD had obtained a \$275,000 Homeland Security grant to purchase equipment for the Regional Hazardous Materials Response team. He noted an excellent discussion had taken place at a combined meeting of the North Valleys Citizen Advisory Board (CAB) and Neighborhood Advisory Board (NAB).

Commissioner Weber commended Chief Alameda and Chief Hernandez for attending the CAB/NAB meeting and providing a lot of detailed explanation about fire services and activities of the Joint Fire Advisory Board.

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

10-101F 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 indicated the consultants were on schedule with the Reno Standards of Cover and had received data for the Regional Standards of Cover.

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

10-102F AGENDA ITEM 5

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

Kurt Latipow, Fire Services Coordinator, reported that staff was working to prepare materials for the December 20, 2010 meeting of the Joint Fire Advisory Board (JFAB). He stated the JFAB had been moving steadily over the last 30 days to craft agreed upon positions for Articles 2, 4, 7, 8, 9, 10, 11, and 12. He noted Article 3 was related to performance and levels of service, and was scheduled to move forward in March 2011, pending a review of the consultant’s recommendations in February.

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

10-103F AGENDA ITEM 7

Agenda Subject: “Review and Acceptance of the Truckee Meadows Fire Protection District’s Audited Financial Statements for the Fiscal Year Ended June 30, 2010.”

Mary Walker, District Financial Consultant, indicated the Financial Statements were audited by Kafoury Armstrong & Company. The auditors provided an unqualified opinion, which meant the Financial Statements presented fairly in all material respects for the respective financial position of the District’s governmental activities. The auditors’ report stated the District had conformed to all significant statutory constraints on its financial administration during the year and there were no material weaknesses of a magnitude to justify inclusion within the audit report. Ms. Walker noted one recommendation made by the auditors, which was shown on page 48 of the report. The auditors recommended the performance of a secondary review of all amounts owed at year end to ensure the correct basis of accounting was being followed. She explained the audit point related to whether the portion of the City of Reno cost savings allocation, which was paid back by TMFPD in fiscal years 2009/10 and 2010/11, should have been booked entirely to 2009/10. The auditors determined to book the entire liability in fiscal year 2009/10 in the government wide financial statement, which did not affect the governmental accounting financial statement. Ms. Walker stated management concurred with the auditor’s recommendation. She said the TMFPD finances continued to be sound in all funds as of June 30, 2010, funds had been accumulated to pay for the District’s liabilities, and all debt had been retired. She noted the District’s financial stability would assist in meeting future financial obligations and with the further loss of property tax revenues anticipated in the upcoming fiscal year.

There was no public comment on this item.

On motion by Commissioner Weber, seconded by Commissioner Jung, which motion duly carried, it was ordered that Agenda Item 7 be accepted.

10-104F 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 the purchases. (Continued from November 9, 2020)”

Division Chief Tim Alameda referenced the staff report, which itemized the fleet’s equipment, showed where equipment was housed, provided current odometer readings, and indicated the annual mileage covered by some pieces of equipment. A five-year Capital Improvement Plan (CIP) for replacing equipment was also included in the staff report. He corrected the recommendation in the staff report with respect to the Type III Brush-18 engines, and said staff preferred to come back in January 2011 with a

recommendation. He requested replacement of the Type I structure engines at Station 18 in Cold Springs and Station 13 in Stead because they both responded to a large area, as well as the replacement of two staff vehicles used by the battalion chiefs.

Commissioner Larkin noted the Standards of Cover (SOC) analysis was underway. He asked if there would be any substantial harm or missed contract savings by delaying the purchase. Chief Alameda said he did not believe waiting three months would create a savings issue. He observed the SOC might support replacing the items but it was possible to wait for three months if that was the Board's wish.

Commissioner Jung wondered if the Truckee Meadows Fire Protection District (TMFPD) and Reno Fire Department (RFD) had separate CIP funds. Chief Alameda replied they were separate. Commissioner Jung requested a balance for the TMFPD CIP fund. Mary Walker, District Financial Consultant, stated \$4.7 million was budgeted in the CIP fund for fiscal year 2010/11. She noted more than \$3 million of that amount had been carried over from a prior year. She explained three years of capital outlay was planned for 2010/11 because the Board had pulled back from expenditures in previous years.

Commissioner Jung recalled there was a moratorium on capital replacement for both fire districts. She asked if the money in the CIP fund was vulnerable to a legislative sweep. Katy Simon, County Manager, stated the Legislature had the authority to take anything that was not committed by covenant (contractually obligated). She said she did not know whether the Legislature would reach down into a single fire district and take their capital equipment fund, but they had the authority to do so. Commissioner Jung suggested the Board needed a full staff report about any funds that were not committed and how they could be protected from a legislative sweep. She indicated the Board might have to reevaluate its philosophy of waiting to expend funds until the SOC analysis was available.

Chairman Humke said he had requested a moratorium on October 12, 2010 to fulfill the requests of his constituents. The intent had been to wait for work on the fire services issues to come together. With respect to a legislative sweep, he suggested an order for equipment could be placed and the vendor could be asked not to fill the order until notified at a later date. He remarked it was sad to have to do that but local governments all over the nation were behaving in such a fashion.

Commissioner Larkin remarked that a "spend it or lose it" philosophy was counterproductive and he refused to be bullied into thinking the Board had to spend money for fear of losing it. He recalled Senator Lee had come before the Commission and made a commitment not to practice such intimidation with the local governments. He suggested it was doubtful the Legislature would get to that kind of discussion before March or April 2011. He stated it was not right to commit funds in advance of the SOC analysis.

Commissioner Weber pointed out Engine 13 and Engine 18 served her and Commissioner Jung's districts. She noted the vehicles had a lot of mileage on them and people were relying on the equipment to cover a lot of area. She requested the Board consider encumbering funds for Engine 13 and Engine 18.

Commissioner Breternitz said he believed the SOC should be in place before any commitment was made to spend such large amounts of money. He thanked staff for taking the time to put together the equipment inventory report for each station.

Commissioner Jung wondered what station provided backup when Station 9 was browned out. Chief Alameda replied Station 13 in Stead supplied backup. Commissioner Jung asked if the Sierra Fire Protection District (SFPD) provided any response during brown outs. Chief Alameda indicated Station 35 in Verdi was too far away and the SFPD did not provide backup coverage when RFD Stations 7, 9 and 10 were browned out.

Chairman Humke stated he was not backing off from his request for a moratorium. He observed there was nothing in the staff report to indicate that the equipment was no longer operable or was spending a certain percentage of time in the shop. Although it was preferable to have the best equipment, he noted the standard was for the TMFPD to have operable equipment during the recession. Chief Alameda confirmed the equipment was operable. He cautioned that apparatus with 90,000 miles or more would begin to have mechanical issues. He said there was a point at which the District could be throwing 'good money after bad' to do costly repairs and keep the equipment on the road. He indicated there was not a problem with waiting until the SOC was in place if that was the Board's wish. He noted staff could still move forward with a specification committee. He pointed out it would take one year or more to specify requirements and get new equipment built.

Chairman Humke stated it was necessary to get all of the pieces of the fire services transition in place, including the Interlocal Agreement with the City of Reno, the SOC, and the Diamante Study. He indicated he would maintain faith with the citizens who requested a moratorium because their request fit logically with such an approach.

Commissioner Weber hoped the amount of mileage required to provide response and backup for the North Valleys would be taken into consideration. She acknowledged the Board was leaning toward putting off the expenditure. She suggested it might be wise to move forward and at least encumber the two Type I engines, particularly in light of the possibility that the Legislature could take the money.

Commissioner Larkin asked when the engines would be available if the order was placed immediately. Chief Alameda replied 12 to 14 months. Commissioner Larkin stated action to replace the equipment right away was irrelevant. He cautioned that the Commission could become hopelessly mired in discussions that did not pertain to the overall good of the County if it went down such a track. He said he was ready to do away with a moratorium because the Board would continue to handle requests on a piece by

piece basis. He indicated it would be irresponsible to place an order for equipment prior to completion of the SOC analysis.

Commissioner Breternitz agreed with Commissioner Larkin's statement about a moratorium. He said the Board should hold off on ordering the equipment until the SOC provided a better picture. He questioned whether Chairman Humke's moratorium request had also included a request to analyze overall equipment purchasing practices.

Chairman Humke clarified the Board had not passed a formal resolution declaring a moratorium. He indicated the Fire Services Coordinator had not been tasked with any formal written analysis of purchasing practices.

Chief Alameda summarized the Board's direction by saying the Board wished to wait for future CIP purchases until the SOC was completed in February or March 2011, particularly with regard to the Type I engines. He indicated staff would continue with the bid specifications process for the Type I apparatus. Chairman Humke agreed.

Commissioner Breternitz clarified that the SOC information would probably be received in March 2011, but the Board would need to know the implications of the information before moving forward. He stated there must be a justification to support the purchase of equipment.

There was no public comment on this item and no further action was taken.

10-105F 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.)"

Division Chief Tim Alameda said he had asked Division Chief Tamara Lopes to research the fire in the Stead area that was referenced by Mr. Elliott during public comment. Chairman Humke noted the Board was not agendized for such a discussion. Melanie Foster, Legal Counsel, opined that the Board could not deliberate or have an ongoing dialogue, but could receive any factual information that was available.

Chief Lopes indicated dispatch had done a preliminary review. They found the first engine was on the scene of the fire approximately four minutes after the 911 call came in. She noted an upgrade was announced two minutes after the first call came in. She stated staff would pull the dispatch tape, review the times and actions taken on the call, and come back to the Board with more information.

Commissioner Weber indicated it was not necessary to have a separate agenda item but she and Commissioner Jung should be updated as to what happened. She requested that Mr. Elliott also be included in the update.

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11:52 a.m. There being no further business to come before the Board, on motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, the meeting was adjourned.

DAVID E. HUMKE, 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*