

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

TUESDAY

10:00 a.m.

JANUARY 25, 2011

PRESENT:

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

**Amy Harvey, County Clerk**  
**Katy Simon, County Manager**  
**Melanie Foster, Legal Counsel**  
**Joe DuRousseau, Division Chief**

The Board convened at 11:59 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:

**11-01F        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.

**11-02F        AGENDA ITEM 3A**

**Agenda Subject:** “Approval of the BOFC meeting minutes for December 14, 2010.”

There was no public comment on this item.

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

**11-03F        AGENDA ITEM 4**

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

Reno/Truckee Meadows Chief Michael Hernandez notified the Board that Division Chief Tim Alameda had retired and Division Chief Joe DuRousseau would be retiring in February. Chief Hernandez commended their service to the community and to fire services. He stated that their departure would leave a significant void in the organization.

Chief Hernandez indicated the information regarding station brown outs and significant events were included in the Board's packet, and reviewed the significant events that occurred between December 1, 2010 and December 29, 2010. He reported on the system activity during the month of January and noted there were nine significant structure fires, including one fatality. He explained when significant events occurred, he coordinated with the Fire Services Coordinator to ensure that the appropriate Commissioner was notified with respect to their Commission District. Chief Hernandez said the specification process for the apparatus replacement had been completed. Based on those specifications, he would approach the Board next month to seek approval to accept bids and work on the Board's set timeline for a moratorium on capital expenses.

Commissioner Humke commented that Station 7 had been browned-out 100 percent for much of the year, leaving some to think that was a defacto closing of a Station. He asked at what point should it be considered to close a station. Chief Hernandez indicated that Station 7 was staffed during the wildfire months and he always balanced assets, resources, funding, call volume and specific threats for a situational staffing model.

Commissioner Humke inquired about the statistical analysis of the apparatus use for medical responses concerning the Somerset Station. Chief Hernandez replied if the call volume were analyzed for that specific Station, approximately 90 percent of the calls would be for Emergency Medical Services (EMS). After discussion with City of Reno officials, it was determined to leave a two-person rescue unit for that Station. He said contract negotiations were currently underway with both labor associations and noted that the new leadership was an enlightened group and had made significant progress in discussing ways to deliver service. He remarked these were difficult times and leaders were tasked to arrive at improved methods of delivering services.

Commissioner Humke indicated that the Board of Fire Commissioners did not have a say in labor negotiations. Chief Hernandez hoped that the communication lapse was beginning to be bridged. He added that the Interlocal Agreement had language addressing how the Board could convey their concerns regarding management processes.

Chairman Breternitz said it had been determined that the staffing of Station 7 was not essential and that Station would only be opened when staff was available. He questioned why Station 7 would only be opened when there was available staff versus the Station not being essential to have open. Chief Hernandez disagreed that the Station was non-essential. He explained that stations were initially designed and built

based on geographical distribution. He considered Station 7 important and clarified when a threat was present that Station would be staffed.

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

**11-04F      AGENDA ITEM 5**

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

Commissioner Larkin indicated that Commissioner Jung had recently been elected as the Chairperson for the Joint Fire Advisory Board (JFAB).

Kurt Latipow, Fire Services Coordinator, reviewed the changes in the following Articles of the Interlocal Agreement:

**Article I**

Mr. Latipow stated because new language would be defined, this would be the last article completed.

**Article 2**

Mr. Latipow stated the two items that remained were recommendations from the Master Plan concerning input that the JFAB had in the selection process for future fire chiefs. He said staff had agreed to support language that would compel the Reno City Manager to reach out to the JFAB for participation and dialogue during an appointment. He said the other item concerned the participation of the JFAB in the collective bargaining process. Mr. Latipow said supported language now included the Fire Chief approaching the Commission for input prior to the commencement of collective bargaining.

Commissioner Larkin said this seemed to be a suitable compromise. He felt the Fire Chief, or his designee, should be included and represent the Board of Fire Commissioners, which may entitle the Commission to closed sessions with the Fire Chief. Chief Hernandez explained how the collective bargaining process worked in most metropolitan cities. Regarding this Article, he envisioned meeting one-on-one with the Commission during the next round of negotiations to receive feedback regarding the issues, reviewing the contract in detail and then providing feedback during the strategy and planning session with outside counsel and the negotiation team to ensure that the Board’s issues and concerns were addressed. Commissioner Larkin stated this was a major concern and felt this was approaching a correct solution.

**Article 3**

Mr. Latipow said Article 3 mandated all Truckee Meadows Fire Protection District (TMFPD) Stations remain open and staffed with no less than four members at all times. Pending the outcome of the Regional Standard of Cover, the crafting of this Article would be held because it would reflect recommended performance objectives by which the contract would be measured.

#### **Article 4**

Mr. Latipow indicated some items in Article 4 were being transferred to Article 11 because they were financially related. Currently, there was no agreement regarding Workers' Compensation and Retiree Health, but language was being worked on. He said a major concern was the existing five-year buy-out clause.

#### **Article 5**

Mr. Latipow said Article 5 had already been agreed to by staff and presented and agreed upon by the JFAB.

#### **Article 6**

Mr. Latipow said Article 6 was agreed upon long ago.

#### **Article 7**

Mr. Latipow indicated there was no agreement on Insurance Liability and Coverage. He noted that the City of Reno had expressed a position that the TMFPD should consider the liability burden carried by the City for their employees delivering service within the District. Based on comments received, he felt staff would be seeking policy direction.

#### **Article 8**

Mr. Latipow said Article 8, originally data, retention and storage, had been broadened to include reporting. He noted a lengthy list had been presented to Chief Hernandez that he felt needed to measure services consistent with what would be in the contract.

#### **Article 9**

Mr. Latipow said the enforcement of fire prevention ordinances had been aligned with County Administrative Hearing process. He explained that was less of a burden on the legal team and consistent with County business. He said it was agreed upon that the Fire Services Coordinator would staff the process with the assistance of Reno's Fire Prevention staff.

#### **Article 10**

Mr. Latipow stated this Article set the stage for the Fire Board's contracts with the volunteer organizations. He said the amount of verbiage needed was still being discussed.

#### **Article 11**

Mr. Latipow said the financial provisions would continue working toward a true cost formula and, in that formula, would be a fair and square approach to budgeting with backup. As the true cost continued to be identified for providing services and calculating those costs, the expectations now would be to adjust and match those costs.

#### **Article 12**

Mr. Latipow said part of Article 12 was settled and that the JFAB approved broadening their authority. He indicated that the JFAB met every month and aggressively tackled the Interlocal Agreement. He said staff felt this new approach made it appropriate to have the

JFAB included in the dispute and resolution process. He said that process had been tentatively agreed to and would support solving the dispute at the lowest level.

Chairman Breternitz asked when this review was due to be completed and would that deadline be met. Mr. Latipow stated with the exception of Article 3, the Interlocal Agreement would be completed by the time the Regional Standard of Cover was presented.

Commissioner Humke inquired about the new deadline date for the renewal of the Interlocal Agreement. Mr. Latipow replied the deadline had been extended for one year and, if the Board wished to terminate, notice would need to be given by June 30, 2011. He explained if the Interlocal Agreement automatically renewed it would not renew for a four-year period because the one-year extension already took the first year of that four-year time frame. He said if the Agreement automatically renewed with no changes it would be for three years.

In response to the call for public comment, William Steward said serious decisions were about to be made for Fire and EMS services and would be a part of the fabric that bound the Districts together. He felt the public would appreciate information about those issues and suggested that JFAB meetings be televised.

Mr. Latipow explained staff had researched the potential for televising the JFAB meetings; however, that was not in the budget to do so.

There was no action on this item.

**11-05F      AGENDA ITEM 6**

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

Kurt Latipow, Fire Services Coordinator, indicated that the February 28, 2011 Joint Fire Advisory Board (JFAB) meeting would be dedicated to the presentation of the draft Reno Standard of Cover and preliminary information regarding the Regional Standard of Cover.

Mr. Latipow said the consultant, Emergency Services Consulting International (ESCI), delivered the draft Reno Standard of Cover to staff, consistent with the contract, on December 14, 2010. Due to the holidays and items beyond the control of ESCI, responses to the draft were not received until mid January. In anticipation of the response from the City of Reno, Mr. Latipow had requested the type of data the consultant would need from the Truckee Meadows Fire Protection District (TMFPD), the Sierra Fire Protection District (SFPD) and Washoe County for a smooth transition concerning the Regional Standard of Cover. He said once the Reno Standard of Cover was completed, the consultant would begin blending the two drafts. He remarked that the data for the County’s Standard of Cover was out-of-date and found that better data was

received due to the attention being paid to dispatch tapes. Mr. Latipow said on February 28, 2011 the consultant would present the reviewed Reno Standard of Cover to the JFAB and the analysis to date on the levels of performance within the TMFPD, SFPD, the County and the City of Reno. An identified challenge was the recommendation within the Master Plan, developed by the Diamonte Group, that the Board adopt a set criterion for performance. He said the consultant would be asking the JFAB for recommendations of the options brought forward to measure the performance or make recommendations to improve that performance. Mr. Latipow stated on or before March 23, 2011, all aspects of Phase I and II would be completed and presented to the JFAB. He said on or before April 11, 2011, some aspects from Phase III of the Regional Standard of Cover would drive the consultant's presentation to review the draft of the Regional Standard of Cover to the JFAB during their April 11th meeting. Consistent with the contract, information presented on April 11th and, the additional comments, would require a formal presentation to the City and County in a joint meeting on or before April 29, 2011. He said there would not be a final Regional Standard of Cover until there was the opportunity to review that document twice and receive comment during the April 29, 2011 joint meeting.

Commissioner Jung said because of the extension the JFAB had requested the consultant schedule an extra meeting. Mr. Latipow explained the slippage of dates was not the fault of the consultant and had to do with the information being requested and provided in a timely manner in the format needed and then having those drafts returned to the consultant in a timely manner. Mr. Latipow said ESCI had indicated that they could not afford the additional cost to present or participate in an extra meeting.

Chairman Breternitz stated that the authorization of purchasing equipment had been delayed because of information being developed. He asked if it were being suggested that the Board continue that decision until the JFAB had their information. Mr. Latipow said the Standard of Cover would not make recommendations for replacing equipment. He explained the Standard of Cover would make recommendations for future fire station locations. After review of the draft was presented to the City of Reno and the interdependency of the TMFPD identified, he felt confident that none of the TMFPD stations would be recommended for closure. He said he would not recommend waiting for the Regional Standard of Cover to make the decision on equipment replacement, but would rely on staff presentations.

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

**11-06F      AGENDA ITEM 7**

**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.)"**

Commissioner Larkin wished Division Chief Joe DuRousseau success in his upcoming retirement and congratulated him on a stellar career. Chief DuRousseau thanked the Board and stated it had been a very rewarding career.

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**ADJOURNMENT**

**12:52 p.m.** There being no further business to come before the Board, on motion by Commissioner Larkin, seconded by Commissioner Humke, which motion duly carried, the meeting was adjourned.

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**JOHN BRETERNITZ**, Chairman  
Truckee Meadows Fire  
Protection District

**ATTEST:**

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

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