

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

TUESDAY

11:00 a.m.

SEPTEMBER 13, 2011

PRESENT:

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

Amy Harvey, County Clerk
Katy Simon, County Manager
Paul Lipparelli, Legal Counsel
Tim O'Brien, Division Chief

ABSENT:

Bob Larkin, Commissioner

The Board convened at 12:01 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:

11-76F 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.

11-77F AGENDA ITEM 3A

Agenda Subject: "Approval of the BOFC meetings minutes from August 9, 2011."

There was no public comment on this item.

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

11-78F AGENDA ITEM 3B

Agenda Subject: “Approval of Volunteer Fire Department report for the month of July 2011.

There was no public comment on this item.

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

11-79F 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 said that the nation had paused to remember the events of 9/11 that occurred 10 years ago. He commented on the moving tribute held during the Reno Balloon races and the amount of citizens who approached firemen, police officers and military personnel to thank them for their service. As first responders they were a part of public entities and service groups that served under the umbrella of “public service.” He said the actions that recently occurred in Carson City confirmed that when a person served the greater good there was no more honorable profession than public service.

Chief Hernandez reviewed the Incident Response and Fire Station brown out statistics as noted in the staff report. During the month of July the Truckee Meadows Fire Protection District (TMFPD) responded to 710 calls including: 446 medical calls; 22 structure fires; and, 73 wildland fires. He reviewed the significant structure and wildland fires, such as the Nixon and Bain/Toll Road fires. Chief Hernandez stated there were three significant events over the past weekend that included one fatality, which occurred from a suspicious fire that was being investigated. He said an incident happened at the Balloon Races during a re-filling operation where a small leak occurred and an individual received injuries to their hands.

There was no action taken on this item.

11-80F AGENDA ITEM 5

Agenda Subject: “Update, discussion and possible direction related to the status of the Truckee Meadows Fire Protection District Transition Plan.”

Kurt Latipow, Fire Services Coordinator, stated that staff had aggressively been working to implement the Transition Plan the Board had previously approved. He said the City of Reno/Truckee Meadows Transition Team had been established and noted the individuals on that team, which had committed to meet every two weeks. He said the

County's Transition Team had also been formed and was comprised of several key department heads. In addition, a meeting had been scheduled for September 16, 2011 with Chairman Breternitz, Reno Mayor Bob Cashell, City and County Managers, Reno Fire Chief Michael Hernandez and himself. Within the Transition Plan, Mr. Latipow said there was an aggressive schedule and added that the level of service was being drafted and was anticipated to be presented to the Board on October 25, 2011. The task of establishing and recruiting the position of a Fire Chief was originally set to be completed by October; however, that may take longer and would be on the Board's September 27, 2011 agenda for direction. He said the evaluation of options for dispatch was undergoing and noted that he sat on the Task Force that was reviewing the Regional Dispatch Center.

In regard to capital assets and equipment, Mr. Latipow said staff would meet with Facilities personnel to solidify the dates in which those needed to be accomplished. There were several items that affected the Human Resources Department such as, the development of the classifications, consistent with the draft staffing plan, developing a process to offer former Truckee Meadows employees positions with the reconstituted District and, as directed, discussions and development of a plan in which lateral entries could be offered to members from the City who may be interested, but were not former Truckee Meadows members. Mr. Latipow reviewed Risk Management and Technology and noted that staff was fully committed to integrate the technological components of the reconstituted district within the County system and move forward with building those necessary programs. He said a cost benefits analysis related to the Sierra Fire Protection District (SFPD) and the Truckee Meadows Fire Protection District (TMFPD) being operated as one agency was being developed and that draft would be proposed at a joint Fire Board meeting scheduled for October 25, 2011. He said there were several tasks related to legal issues including updating a long list of agreements. He hoped to accelerate those negotiations particularly for the automatic aid agreements.

Chief Hernandez added that the City of Reno had an Overhead Steering Committee to monitor the City's component, which would meet with the County Manager and Mr. Latipow to ensure that everyone was on task. A Project Manager had been designated from the City with the primary task of maintaining an open communication and ensuring that the needs and the requests from the County and the City were being acted on and addressed.

Commissioner Jung inquired on the proposed date to hire a Fire Chief. Mr. Latipow stated that was projected to take place by the end of October, but there would be a new projection date proposed during the September 27, 2011 meeting. Commissioner Jung asked if the County legally had to have a Fire Chief. Katy Simon, County Manager, replied it was not legally mandated, but for the efficient and effected execution of direction to staff there needed to be someone with the ability to oversee the department. Commissioner Jung was concerned because of the cost benefits analysis for a potential consolidation of SFPD and TMFPD and seemed that moving forward with the hiring of a chief was counter-productive and expensive. She was not interested in a national search without knowing the outcome and asked if there could be an interim or shared Chief. She requested a list of the department heads that were part of the County's Transition Team.

Chairman Breternitz believed for those reasons the search would be delayed since it had not been decided on whether to combine those districts in some fashion or what that would mean in terms of a Chief.

Commissioner Weber commented that the Board had voted to support moving forward with the transition and what came after the transition would hopefully be regionalization or consolidation. Chairman Breternitz stated that was correct. Currently, the TMFPD was transitioning; however, it would be wise to review all other alternatives during the course of the transition.

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

11-81F AGENDA ITEM 6

Agenda Subject: “Approval of the 2011 Annual Operating Plan and of an extension of the Cooperative Fire Protection Agreement between the City of Reno/Truckee Meadows Fire Protection District and the U.S. Forest Service- Humboldt-Toiyabe National Forest and, if approved, authorize the Chair to sign.”

Kurt Latipow, Fire Services Coordinator, stated this was an annual process and the only change was in regard to rates. He said the tasks within the legal section of the Transition Plan would be to update all the agreements. The Agreements that had been in place, enacted and signed upon since contractual consolidation with the City of Reno, per the Interlocal Agreement, were in cooperation with the City. He explained that all agreements needed to be redone and the federal agreements that drove the annual operating plan would sunset before June 30, 2012.

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Weber, which motion duly carried with Commissioner Larkin absent, it was ordered that Agenda Item 6 be approved, authorized and executed.

11-82F AGENDA ITEM 7

Agenda Subject: “Commissioners’/Manager’s Announcements, requests for information, topics for future agendas and statements relating to items not on the Agenda.

There were no Board member comments.

11-83F AGENDA ITEM 8

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.”

Bob Ackerman read from a prepared statement, which was placed on file with the Clerk. He stated that the Regional Fire District for the County needed to be the goal.

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ADJOURNMENT

12:25 p.m. There being no further business to come before the Board, on motion by Commissioner Humke, seconded by Commissioner Jung, which motion duly carried with Commissioner Larkin absent, the meeting was adjourned.

JOHN BRETERNITZ, Chairman
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