

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

TUESDAY

11:00 a.m.

FEBRUARY 28, 2012

PRESENT:

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

**Nancy Parent, Chief Deputy Clerk**  
**Katy Simon, County Manager**  
**Paul Lipparelli, Legal Counsel**  
**Tim O'Brien, Division Chief**

The Board convened at 11:03 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:

**12-24F      AGENDA ITEM 10**

**Agenda Subject:** “Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters associated with delivery of new fire services by July 1, 2012.”

**11:03 a.m.**      On motion by Commissioner Breternitz, seconded by Commissioner Humke, which motion duly carried, it was ordered that the meeting recess to a closed session for the purpose of discussing with management representatives labor matters associated with delivery of new fire services by July 1, 2012 per NRS 288.220.

**1:35 p.m.**      The Board reconvened with all members present.

**12-25F      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.”

Dennis Jacobsen stated his concerns about the condition of fire services in the valley. He supported the continuation of the proposed regionalization.

Mike Pilcher commented that he had been a firefighter for 24 years, first with the original Truckee Meadows District and then with the Reno Fire Department. He felt that a unified command in the valley was of the utmost importance, and the recent fire incidents should have driven that point home. Mr. Pilcher encouraged the Board to move toward regionalization.

**12-26F      AGENDA ITEM 3A**

**Agenda Subject: “Approval of the BOFC meetings minutes from January 24 and February 14, 2012 meetings.”**

There was no public comment on this item.

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

**12-27F      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 reviewed the Incident Response, Fire Station brown out, and significant statistics as noted in the staff report. During the month of December 2011 the Truckee Meadows Fire Protection District (TMFPD) responded to 787 calls including: 524 medical calls; 32 fires; and, 58 other calls. During the month of January 2012 the TMFPD responded to 862 calls including: 556 medical calls; 40 fires; and, 75 other calls. Chief Hernandez stated the most significant event during January was the Washoe Fire on January 19, 2012.

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

**12-28F      AGENDA ITEM 5**

**Agenda Subject: “Approval of the Truckee Meadows Fire Protection District Five Year Buy Out of Workers’ Compensation Claims for Fiscal Year 06/07 in the amount of \$162,634.04 per the Reno-TMFPD Interlocal Agreement.”**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Humke, which motion duly carried, it was ordered that Agenda Item 5 be approved.

**12-29F      AGENDA ITEM 6**

**Agenda Subject: “Accept the recommendations on the Interview Panels and interview the top qualified candidates for the Truckee Meadows Fire Protection**

**District (TMFPD) Fire Chief, and possible appointment of Fire Chief, including making an offer of employment and negotiation of contract or delegation of those tasks to the County Manager and Acting HR Director.”**

Kurt Latipow, Fire Services Coordinator, indicated that Emergency Services Consulting International (ESCI) had been engaged to conduct a focused, regional recruitment for a Fire Chief, with emphasis placed on western states which have terrain and wildlands similar to northern Nevada. Four interview panels of community and fire services/suppression subject matter experts conducted initial interviews of the top qualified candidates identified by ESCI. The panels reached a consensus and recommended the top three candidates to the Board.

Commissioner Jung stated that she did not support hiring a new Chief, standing up a new District or duplication of services. She questioned what her role should be in the selection process. Paul Lipparelli, Legal Counsel, explained that Commissioner Jung was free to participate or not participate in the selection process.

After a discussion, each Commissioner selected one question to ask in addition to Chairman Larkin asking question number seven. It was also determined the candidates could remain in the room after their interview was concluded.

The Board then proceeded to interview the following candidates in the order listed:

1. Bill Mikesell
2. Stephen Jeffrey Piechura
3. Charles Moore

In response to the call for public comment, Bill Steward said the new Chief would be the cornerstone for fire services in the County. He hoped that the Board would make that decision so comprehensive fire services would continue to be provided to the citizens of the County.

Tom Trelease said he was a member of the Verdi Seniors. He asked that the new Chief continue the cooperation currently with the senior citizens in the Verdi community.

Peggy Lear Bowman spoke on the cooperation and preventative care the firefighters provided to the senior citizens in the Verdi community. She asked that the departments return to a four-man crew to assist citizens when a fire occurred.

Kim Toulouse said it was time to make a decision that was best for Washoe County. He felt that all the candidates were highly qualified for the job.

Joyce Bain stated that she lived in the Verdi area and depended on the firefighters to clean her driveway and to check on her and other senior citizens.

Shawn Wilburn, Pleasant Valley Volunteer Fire Department Chief, commented that tearing things apart was not the best action, but if that was the decision that was made, the Pleasant Valley Volunteer Fire Department would rise to the occasion to maintain coverage for citizens. He looked forward to better communication with Local 731 and training with them to provide that better service.

In an attempt to push toward regionalization, Mike Pilcher asked the Board to reconsider and possibly table the selection of the new Fire Chief.

Commissioner Weber read a comment from Tabitha Vetter, which was placed on file with the Clerk.

In order to check the veracity of the claims from the candidates, and for a “cooling off period” in an effort to reach an agreement with the City of Reno to stand up a fully regionalized fire division, Commissioner Jung moved to postpone the selection of the Fire Chief to either a meeting in March or a special meeting. The motion failed due to a lack of a second.

Following discussion and deliberation at the completion of the interviews, on motion by Commissioner Breternitz, seconded by Chairman Larkin, which motion duly carried with Commissioner Jung voting “no,” it was ordered that Charles Moore be selected as Fire Chief for the Truckee Meadows Fire Protection District. It was further ordered that the County Manager and the Acting Human Resources Director be authorized to negotiate a contract and craft an offer of employment.

Chief Charles Moore said that he was honored to be before the Commission and shared his experience as a professional firefighter for 23 years. He stated that fire fighting had been a passion of his and that he started as a volunteer. Whether or not they were being paid, firefighters had a commonality, and that was to serve the community in times of need.

*The following item only Agenda No. 7, will be heard by the Washoe County Board of Commissioners who will convene as the Board of Fire Commissioners for the Truckee Meadows Fire Protection District and the Sierra Fire Protection District. (SFPD Agenda No.6)*

**12-30F      AGENDA ITEM 7**

**Agenda Subject: “Update on, and possible direction regarding, the financial status of both the Truckee Meadows and Sierra Fire Protection Districts, to include projected FY 12/13 through FY 15/16 revenue projections and the potential impact and proposed adjustments to the staffing plan for the consolidation of the Districts to maintain service level and financial responsibility. (All Commission Districts.)”**

Kurt Latipow, Fire Services Coordinator, explained that during the financial update in June 2011, property tax revenues were projected to decline by 5 percent. With the nearly doubling of the decline in the projected Truckee Meadows Fire Protection District (TMFPD) property tax revenue for 2012/13, a financial status and update on the consolidation of the Districts for service and financial sustainability was necessary. He said staff worked closely with the Assessor's Office and had requested a profacta from the Treasurer's Office. Based on the data received, reductions for the TMFPD would be 9.74 percent and was projected to be 4.83 percent for the Sierra Fire Protection District (SFPD). Mr. Latipow indicated that a summary was presented showing how the past few years had been tracked and that adjustments continued to be made consistent with the decline in revenue.

In order to meet the financial challenges and achieve sustainability of the new consolidated district, Mr. Latipow said multiple financial scenarios and service levels had been discussed. Through that effort, a plan for service and financial sustainability had been developed from the foundation of the Fire Districts' Consolidation Alternative 3 that was adopted on October 25, 2011. The primary service level and financial goals adopted in Alternative 3 were to keep the existing fire stations open, as well as operate the new Arrowcreek Station, while achieving a financially sustainable organization. It was being recommended that the operational management would include three Battalion Chiefs instead of the proposed six Battalion Chiefs for an estimated savings of \$543,000 per year.

Commissioner Jung did not see the dashboard she had requested to determine which tasks were at risk, completed or near completion. Mr. Latipow explained that dashboard would be part of the next agenda item.

In response to the call for public comment, Tom Dunn stated his concerns in regard to staff reports. He felt the information was not being reported in a consistent manner.

Diane Rose thanked the Board for the progress being made in bringing together the TMFPD and the SFPD. She said the opening of the Arrowcreek Station would benefit the citizens of the region. Ms. Rose felt there were still some unanswered questions, but hoped those would eventually be addressed.

On motion by Commissioner Humke, seconded by Commissioner Breternitz, which motion duly carried, it was ordered that the update be accepted.

**12-31F      AGENDA ITEM 8**

**Agenda Subject: "Update, discussion and possible direction related to the status of the Truckee Meadows – Sierra Fire Protection Districts' Expanded Transition Plan."**

John Slaughter, Management Services Director and Transition Team Leader, distributed a Transition Update, which was placed on file with the Clerk. The update focused on the tasks completed during the past months and the upcoming tasks.

Based on Board direction, Kurt Latipow, Fire Services Coordinator, indicated that the recruitment for positions was extended in order to reach out to the former Truckee Meadows Fire Protection District (TMFPD) employees. He indicated that the Human Resources Department was working on an updated calendar.

Commissioner Jung inquired on the number of tasks completed and how many tasks were at risk. She reiterated her request for a dashboard of those tasks. Mr. Slaughter replied that the dashboard would be completed and given to the Board before the next Fire Board meeting. Commissioner Jung questioned the start-up costs and how the Board would receive the cost center. Mr. Latipow said an updated transition budget would be presented during the next Fire Board meeting with the necessary adjustments.

Chairman Larkin clarified that staff would return with the transition budget in total; including the fund sources, the dashboard on the action items, the completed percentages and which tasks were at risk. Mr. Slaughter stated that was correct.

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

**12-32F      AGENDA ITEM 9**

**Agenda Subject: “Update on Joint Fire Advisory Board Meeting of February 27, 2012.”**

Due to the lack of a quorum, Commissioner Jung reported that a Joint Fire Advisory Board (JFAB) meeting had not occurred.

In response to the call for public comment, Tom Dunn voiced his concerns that the JFAB had not met for the past five months.

**12-33F      AGENDA ITEM 11**

**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 Humke requested an agenda item to discuss the possibility of establishing a board that was oriented toward consolidation of fire services. He suggested inviting all fire entities in the surrounding regions.

**12-34F      AGENDA ITEM 12**

**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.”

Cathy Brandhorst addressed the Board.

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**ADJOURNMENT**

**3:28 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, the meeting was adjourned.

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**ROBERT M. LARKIN**, 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*