

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

TUESDAY

11:00 a.m.

MARCH 13, 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
Sandy Munz, 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:

12-35F 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.”

Howard Reynolds spoke on the Board’s decision to use a three-man company as compared to a four-man company currently provided for in the agreement with the City of Reno. He voiced his opinion and concerns in regard to the negative impacts on public safety and employee safety in using a three-man engine company.

Carole Billau requested the Board and the Reno City Council hold a joint meeting to continue discussions about the upcoming deconsolidation of fire services.

Matt Erickson said the deconsolidation of fire services had been referred to as a “divorce” and was becoming ugly. He stated that the fire services should be regionalized and felt now was the time to move forward with regionalization. Due to the Board’s decisions, he said approximately 80 firefighters from the Reno Fire Department would receive layoff notices. He emphasized that employees should not be used as bargaining tools.

Joe Dolan spoke on the taxes associated with the Truckee Meadows Fire Protection District (TMFPD) and the Sierra Fire Protection District (SFPD). He indicated

that he was a former TMFPD employee, now employed with the City of Reno, but had not received any documentation for reinstatement back to the TMFPD. He explained that he completed an application for the new department; however, that application did not contain a contract or wages, and he was still waiting to hear about reinstatement.

12-36F AGENDA ITEM 3A

Agenda Subject: “Approval of the BOFC meetings minutes from February 28, 2012.”

There was no public comment on this item.

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

12-37F AGENDA ITEM 3B

Agenda Subject: “Approve the retention of Kafoury, Armstrong & Company to perform County-wide Independent Audit Services for Washoe County (\$135,000), Truckee Meadows Fire Protection District (\$22,000), and Sierra Fire Protection District (\$25,000) for fiscal year 2011/12, for a total of \$182,000, pursuant to the engagement letters for same dated February 16, 2012.”

There was no public comment on this item.

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

12-38F 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 report, Fire Station brown out report, and significant statistics as noted in the staff report. During the month of February, the Truckee Meadows Fire Protection District (TMFPD) responded to 669 calls including 494 medical calls and 7 structural fires.

Chief Hernandez commented on a structure fire that occurred March 1, 2012 on Wells Avenue. Sadly, two fatalities occurred with that incident and on behalf of the first responders, he expressed his sincere condolences to the family of the teenage victims.

Commissioner Humke indicated that a Volunteer Firefighter from the Pleasant Valley Fire Department informed him of several repairs that were needed. Chief

Hernandez replied that he was aware of the list of repairs and would provide an update to the Board during the next meeting.

As the deconsolidation and discussions of potential job offers move forward, Chief Hernandez urged the Board to consider the good people of the Reno Fire Department and the Truckee Meadows Fire Protection District. It was incumbent upon him to be their voice and, as the Board moved forward, he hoped those employees would be taken into consideration and given the Board's highest regard and highest priority in the hiring process.

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

12-39F AGENDA ITEM 5

Agenda Subject: "Discussion and action on Truckee Meadows Fire Protection District Resolution to Commit \$660,000 in Property Tax Revenues to replenish the District's Emergency Fund as a result of six unreimbursed fires and to use those committed revenues to augment the FY 11-12 Emergency Fund Budget in the amount of \$660,000."

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.

Agenda Items No. 6 and 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 Items No. 9 and No. 10 of the SFPD Agenda.

12-40F AGENDA ITEM 6

Agenda Subject: "Discussion and possible direction to staff related to the formation of a Regional Fire Task Force. (Requested by Commissioner Humke.)"

Commissioner Humke commented that this topic had previously been discussed to include all fire agencies in the area for a regional task force. He said those discussions revolved around the Joint Fire Advisory Board (JFAB), which had served a good function. He suggested comprising an Advisory Board to encompass the surrounding counties and the fire agencies in Washoe County. He felt this would ensure to the public that the concept of regionalization of fire services was important and would continue to move forward.

Paul Lipparelli, Legal Counsel, stated that he sat on the Attorney General's Open Meeting Law Task Force where there was concern about public bodies creating other public bodies that did not comply with the Open Meeting Law. He

indicated that anything this Board did to assemble another Board, advisory or otherwise, fell within the definition of a public body and would have to conduct their business under the Open Meeting Law. However, if Fire Chiefs from separate fire departments took it upon themselves to form a task force, that body would not have to comply with the Open Meeting Law.

Commissioner Breternitz asked if an individual commissioner could convene such a task force. Mr. Lipparelli explained that any commissioner acting by him or herself did so without the authority of the Board. He stated that nothing would bar Fire Chiefs from inviting a member of an elected body to participate in the Fire Chiefs' version of a task force or advisory board.

Chairman Larkin questioned if the Board of Fire Commissioners could direct one of their Chiefs to stand-up a committee or an advisory board as a public body. Mr. Lipparelli stated that could occur. He said in qualifying as a public body, two features were examined, who created that body and who that body would report to.

For the purposes of the Open Meeting Law, Mr. Lipparelli explained that the same analysis would be used to treat a body of citizens working together to decide whether they were a public body and whether they had the authority to act in any governmental capacity, or the authority to spend public money. Commissioner Humke asked if the Board had the ability to explore an advisory ballot question to invoke a board to meet under Open Meeting Law rules. Mr. Lipparelli noted that he did not have that experience and would need to research that concept. He said the balance had to be struck between the interest of the public, openness in government and the recognition that not every group was a public body. The key, in leaning toward the direction of making them a public body, was if that body could exercise governmental power, was close to spending governmental money or provided advice or counsel to a public body.

Commissioner Humke said a compromise could be the line of demarcation if that group was working based on the desires of the Board of Fire Commissioners.

Chairman Larkin said there was nothing that prevented the Fire Chiefs in moving forward with the desire of the Board. If that compromise was pursued, the Board would be engaging in public discourse. Chairman Larkin said the Fire Chiefs heard the discussion, and he requested an update at a future meeting on their efforts.

Commissioner Breternitz felt that the JFAB was not the proper venue because it only incorporated two parties and a much broader scope was being discussed. If the Fire Chiefs wished to pursue this option, and came before the Board to recommend a formal process or formalize a group, the Board had the ability to take that under consideration.

Commissioner Jung commented that there were 20 years of studies completed on how to regionalize the area. She did not support this notion since it felt as

though the process would be moving backwards; however, she did support regionalization.

Commissioner Breternitz indicated that the Board was committed to sustainability and regionalization. He felt a regional advisory board would establish the vehicle to regionalization.

Commissioner Humke agreed that consultant reports were important to the County and all the present initiatives were borne through fire service studies. He agreed that Fire Chiefs were needed to establish an agreement which should be operational versus academic.

Commissioner Weber asked how the task force would bring everyone to the table. Commissioner Humke replied by invitation.

In response to the call for public comment, Jeff Voskamp explained that the new fire department would lead to the direct cause of 82 layoffs from the Reno Fire Department. Now, staff wanted the City of Reno to cover some vulnerable areas in exchange for the County to hire employees the new fire department was causing to be laid off. He found it unconscionable that anyone would suggest a plan that first caused harm to another person or entity, then turned around and used the ensuing chaos to their benefit. If the Board wished to create a new fire department then do so, but do not use the firefighters that serve the community as a stepping stone to achieve that goal.

Katy Simon, County Manager, commented that the Board had been consistent in their offers to returning Truckee Meadows firefighters and cared deeply about their welfare. The Board also supported staff reaching out to provide an opportunity for rank-for-rank transfers of Reno firefighters to the new department.

There was no action taken on this item.

12-41F AGENDA ITEM 11

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.”

11:55 a.m. On motion by Commissioner Jung, seconded by Commissioner Weber, 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.

Agenda Subject: “Discussion and possible authorization to the Chair to submit a proposal to the City of Reno for a cooperative service agreement between the City of Reno, Truckee Meadows Fire Protection District (TMFPD) and the Sierra Fire Protection District (SFPD) for fire services (closest resource first regardless of jurisdictional boundaries) with exchange of benefits to include assumption by TMFPD-SFPD of several City labor liabilities and transfer to TMFPD of certain City employees. (All Commission Districts.)

Kurt Latipow, Fire Services Coordinator, indicated that this discussion was a continuance of items that had been before the Board; however, the difference now was more specific. The Board was being asked to consider a deviation from the Interlocal Agreement that the Truckee Meadows Fire Protection District (TMFPD) would agree to pay 100 percent of the cost of liability for group medical for returning TMFPD employees who had retired as of July 1st. The current formula would be abandoned with the City of Reno and then the new department would take over those liabilities.

Mr. Latipow explained that sick leave and vacation leave were clear within the Interlocal Agreement as to former TMFPD employees returning. There was an attempt to minimize the financial impact to the City for those employees who wished to become employees of the new department. In addition, it was being proposed that rank-for-rank applications from Reno personnel be treated as a lateral transfer. He said the proposed benefit structure, with the exception of salaries, was identical to the Option 2 benefit structure afforded to TMFPD employees.

Mr. Latipow stated it was proposed to lease Station 14 to the City for \$1.00 per year. It appeared there may be some equipment that the TMFPD owned, but may not need in their new configuration. They would like the opportunity to discuss with the City their need for that equipment.

In the proposed Automatic Aid/Initial Response Agreement, Mr. Latipow said the TMFPD and the Sierra Fire Protection District (SFPD) would provide automatic aid initial response to the City’s areas closest to the District’s stations and that the City would respond to the District’s areas closest to their stations. That offer would maintain a good level of service throughout both Districts and the City. Mr. Latipow indicated that Walker and Associates provided a fiscal analysis, which was fully explained and articulated within the staff report.

Mary Walker, Walker and Associates, indicated that Emergency Services Consulting International (ESCI) completed a report that plotted every single call from the closest station response. She said two methodologies were used by ESCI to determine service exchange equity between the different entities. The first methodology was an Assessed Valuation Analysis which determined the Districts that provided the closest station service to the City’s area which had an assessed value of \$642 million. The City’s stations that provided the closest service to the Districts had an assessed value of \$693

million, for a difference of \$51 million in assessed value. Therefore, when assessed value was reviewed for those calls in that area, the City provided \$51 million worth of assessed value to the Districts than the reverse. If the TMFPD tax rate was considered, it equated to a \$240,000 value of the City providing that service into the TMFPD areas of assessed value.

Ms. Walker said the second methodology concerned the number of incidents. She said during the time period used to acquire data, the Districts provided service to the City for 1,358 incidents, while the City provided service to the Districts on 896 incidents. Based on this analysis, the City received more service on a per incident basis from the Districts than the Districts received from the City. When a dollar value was placed on that difference, the Districts cost of emergency operations, divided by the number of responses, equaled \$2,357 per response, totaling \$1,074,000. Ms. Walker concluded that the City provided more service in the assessed value method, but the Districts provided more responses. Based on the additional incidents, that equaled a net result of approximately \$834,000 of additional service the Districts provided to the City. She said the Districts would continue to provide that value in annual service to the City along with the other items stated, in exchange for the Automatic Aid Agreement.

In terms of the features and benefits of each party, Commissioner Jung asked how much would be saved in terms of experience. Mr. Latipow stated that it was hard to put a dollar amount on experience. In reviewing the numbers, it was recognized that long-term employees were valuable and would reduce the costs related to the orientation academy. Commissioner Jung requested an estimate of costs versus benefits. She questioned who paid for capital improvements on leased Station 14. Mr. Latipow said a threshold existed on what the District would pay versus what the tenant was expected to pay. Commissioner Jung remarked that the data presented was several months old, and she asked if there was a way to receive real-time data. Mr. Latipow stated that he would submit that request.

Commissioner Humke asked if anyone could vouch for the veracity or the accuracy of the data concerning the number of incidents. Mr. Latipow replied for the time period stated, the consultants could testify as to the methodology and the accuracy of the information. For this snapshot in time, he believed the data to be accurate. In reviewing the methodology, Commissioner Humke said each agency was approached and told which runs were made into their territory on that date and asked if that was correct. Mr. Latipow explained it was a laborious record search to review the run cards and the stations to develop the information. Commissioner Humke asked why anyone would estimate low runs made to another district. Mr. Latipow did not believe the estimates were low.

Commissioner Humke inquired on the 33.33 percent factor per incident and how that percentage was reached. Ms. Walker explained a four-person crew was needed on structural fires, which would be a third more staff because the City had four-man crews. However, structural fires related to only 2 percent of the incidents.

Commissioner Jung asked for more clarification on how the coefficient of 33.33 percent was reached. Ms. Walker explained that the Districts had three-person staffing, while the City had four-person staffing. That additional person was a third more staffing than the Districts because one more person was being added equating to 33.33 percent.

Chairman Larkin asked what provisions were in place for enforcement. Mr. Latipow replied that staff was drafting the proposal and, if there was a provision of that type needed, it could be included.

Commissioner Breternitz felt it was important to have language within any proposal to revert the sections that were logically revertible. He indicated that the provisions for group medical, sick leave and vacation leave should be revertible.

There was no response to the call for public comment.

Blaine Cartlidge, Deputy District Attorney, said in the event the City breached the agreement or terminated the automatic aid, the items the District would be assuming liability on would return to status quo. Commissioner Breternitz said since Station 14 was currently utilized by the City of Reno, he would not consider that element would revert to status quo, but the elements relating to benefits would revert.

Commissioner Humke asked if this proposal was fair and the best that could be offered. Mr. Latipow felt this was the best that could be offered at this time. He said there was an opportunity to recognize the talent and experience of the individuals that applied and whether or not that talent and experience should be tied to the assumption of their leave banks, was up to the Board.

Since this was a matter of public safety, Commissioner Breternitz felt that the proposal was more than fair. However, to entice another governmental entity to work for the benefit of public safety was distasteful.

Commissioner Breternitz moved to authorize the Chairman to submit a proposal to the City of Reno for a Cooperative Service Agreement between the City of Reno, TMFPD, and the SFPD for fire services (closest resource first regardless of jurisdictional boundaries) with exchange of benefits to include assumption by TMFPD and SFPD of several City labor liabilities and transfer to TMFPD of certain City employees. He further moved to add a reversionary clause that upon any default or termination the payment on items No. 2 and 3 be brought back to the status quo and the lease on Station 14 be terminated to allow for use by the District. Commissioner Humke seconded the motion.

Commissioner Jung stated that she would not support the motion. She had not been in favor of the deconsolidation from the beginning and felt she had a fiduciary and moral responsibility to be on the lookout if this plan did not work or was not

accepted by the City of Reno. She believed this was moving backwards in an attempt to regionalize fire services.

Commissioner Humke felt this would lead to a regionalized fire service because automatic aid was at the heart of a consolidated service.

Commissioner Weber said she was elected as a Washoe County Commissioner and believed this was the best way to proceed and was in the best interest of the County and the residents.

On call for the question, the motion passed on a 4 to 1 vote with Commissioner Jung voting “no.”

12-43F AGENDA ITEM 8

Agenda Subject: “Recommendation to appoint Charles Moore Fire Chief for the Truckee Meadows Fire Protection District and approve attached Employment Agreement setting forth salary and benefits. (All Commission Districts.)

John Berkich, Assistant County Manager and Acting Human Resources Director, reported that the Employment Agreement provided for a term beginning on April 2, 2012 and extending three years until April 1, 2015. He said there was not a provision to extend the Agreement, but an addendum could be added should the Board decide to extend. He said the salary set forth in the contract was within the range and, based on performance, provided some movement within that range. He stated that the benefits were the benefits package that came with the Fire District. Mr. Berkich indicated there was a severance pay provision entitling the Fire Chief to a six month severance following a 30-day notice period should the contract be terminated by the District. He said the evaluation process, held in an open meeting, would be an annual event initiated by the Chief to the Chairman and then the Board would work with the Chief to establish goals, priorities and expectations for the upcoming year.

Mr. Berkich stated that Section 14 was added because in the past there had been “side agreements” between a Fire Chief and labor associations. He said this provision would specifically prevent that from happening. He said any proposed “side agreement” must be presented to the Chairman in advance of any proposed effective date. Chairman Larkin stated those two statements conflicted with one another.

Dave Watts-Vial, Deputy District Attorney, explained the intent of the second statement was to allow discussion to occur if a side agreement was attempted to happen and that statement made it clear that the agreement would need to come before the Chairman. It allowed the Chief and the associations to hold discussions; however, they could not enter into anything without Board approval. Chairman Larkin explained there had been problems with side agreements in the past and he preferred to strike the sentence that read “any proposed side agreements must be presented to the Chairman in advance of any proposed effective date.”

Commissioner Humke did not see a definition section, and asked what a side agreement meant. Typically, Mr. Watts-Vial replied, side agreements were an interpretation on the labor contracts in affect at the time and was a term of art. Commissioner Humke commented that it sounded like a modification. Mr. Watts-Vial said it could be construed as a modification, but within the field of labor law there was some ability other than the Board to create an interpretation as long as it was not inconsistent with the originating agreement. Commissioner Humke asked if Section 18 was a merger clause. Mr. Watts-Vial stated that was correct. He said side agreements referred to the ability for the Chief to enter into side agreements with labor associations, but Section 18 defined this Agreement was the entire contract between the Fire Board and the Fire Chief. Commissioner Humke asked if this was a term of art only in the realm of labor negotiations. Mr. Watts-Vial did not know if it was only in labor relations, but he could say that in labor relations it was a term of art. Commissioner Humke asked if all side agreements were written. Mr. Watts-Vial stated they should be written. Commissioner Humke felt that some were oral. Mr. Watts-Vial stated a past practice could exist where some were oral agreements, but it would not be a side agreement. Commissioner Humke asked if Mr. Watts-Vial ever heard of there being oral-only side agreements on fire contracts. Mr. Watts-Vial replied he had not been informed of those ever occurring. He said he wrote the contract for no side agreements, which encompassed both verbal and written agreements.

Commissioner Jung questioned the potential pros and cons for the ability of a Chief to have a side agreement. Mr. Watts-Vial replied that the Fire Chief was charged with running a Fire Department and could review the original collective bargaining agreement, interpret a statement and enter into formal or informal negotiations with the associations to provide a side agreement to interpret what that statement meant. It would need to be consistent with the original collective bargaining agreement and with the intent of the Board. Commissioner Jung did not want to completely tie the Board's hands. She said if the Chief had an idea that did not require labor relations funds, staff or outside consultants, why the Chief could not bring that to the Board. Commissioner Jung wished to change the statement to read "must come before the Board of Fire Commissioners" and not just the Chairman.

Commissioner Breternitz asked if Chief Charles Moore had any concerns with the deletion of the sentence in Section 14. Chief Moore replied that he did not have a problem with that deletion.

Commissioner Jung questioned the term of a three-year contract. Mr. Berkich explained that term was to provide continuity and permanence, but reiterated that the Board reserved the right to terminate the agreement on 30-days notice. Commissioner Jung was concerned because the County did not receive annual agreements with line staff. If Fire Services were regionalized, she asked if there was a provision for a buy-out. Mr. Berkich stated if the District terminated the contract there was a severance package. Commissioner Jung also voiced her concern on the employee's compensation and benefits statement that read, "shall not be reduced at any time during the term of the

Agreement.” She felt that was incorrect since the Board made a pattern and a practice to act first on what was being asked of employees. Mr. Berkich said the Board may reduce compensation and benefits for the Fire Chief.

Katy Simon, County Manager, said that same provision existed in her Employee Agreement. In the event there was an economic condition that required her compensation be reduced, the Chief’s salary would also be reduced.

Commissioner Humke asked for clarification of the evaluation section and asked if it differed from past contracts. Mr. Berkich explained that the evaluation would be annual and held in an open meeting. He said the evaluation would be requested annually by the Fire Chief to have a goal-setting session with the Board. He reviewed the evaluation process set forth in Sections 7A and 7B. Commissioner Humke agreed that the process should take place on the record and in a public meeting. He asked who the Fire Chief reported to and whom the Fire Chief worked for. Mr. Berkich stated that the Fire Chief worked for the Board of Fire Commissioners.

Chairman Larkin questioned Chief Moore consulting with his previous employer until December 2012 and asked about the nature of the consultations. Chief Moore explained it would be as needed. He said it should require consultation by phone and would be on his personal time. He said with his 23 years of embedded institutional knowledge there may be certain questions that would need to be asked by his former employer. Chairman Larkin asked if the consultations could impact his Truckee Meadows duties. Chief Moore indicated that the consultations would not occur during normal business hours and would be limited to weekends. Chairman Larkin said if those conversations needed to occur at other times, he suggested the Chief notify the County Manager since there was an agreement between the District and the County to provide certain administrative services. Chairman Larkin noted that the burden of scheduling the annual evaluation was placed on the Chief’s shoulders and, if that did not occur, would be a breach of the contract. Chief Moore stated he understood.

Commissioner Humke asked if any of the supervisory responsibilities of the Chief could be delegated to the County Manager or other management staff. Mr. Watts-Vial said this was an agreement between the Fire Board and the Chief.

Chief Moore expressed his condolences to the family of the recent fire where two fatalities occurred. In his career, he had met those types of life and death situations and said the question most often asked was “isn’t that hard to do.” He said it was easy to be a compassionate and empathetic human being and that was what the fire service was about. The most difficult part of being a Fire Chief was to find the balance between empathy and life and death while dealing with scarce resources and the need to make hard decisions.

There was no public comment on this item.

To remain consistent, Commissioner Jung stated that she would not support the motion.

On motion by Commissioner Humke, seconded by Commissioner Breternitz, which motion duly carried with Commissioner Jung voting “no,” it was ordered that Charles Moore be appointed Fire Chief for the Truckee Meadows Fire Protection District and that the Employment Agreement be approved setting forth salary and benefits and to authorize the Chairman to sign the same. It was further ordered that the second sentence in Section 14 in the Employment Agreement be deleted.

12-44F AGENDA ITEM 9

Agenda Subject: “Approval of the notification to the City of Reno of the District’s intent to transition the repair and maintenance of the Volunteer Fire fleet to the County effective April 2, 2012.

Kurt Latipow, Fire Services Coordinator, said the Transition Plan contained many tasks, one of which was the transition of the Truckee Meadows Fire Protection District (TMFPD) fleet which consisted of 75 pieces of rolling stock. He said the Plan identified that the transitioning of the fleet should begin with the Volunteer fleet. He said the Volunteer fleet consisted of 22 pieces and the amount was provided for in the Transition Plan budget. Mr. Latipow said the current Interlocal Agreement with the City of Reno included maintenance and repair of that particular fleet and was considered part of the consolidated budget; therefore, there was no recommendation for a modification of payment to the City. A detailed, updated Interlocal Agreement between the County and the District would be presented during the next meeting that would identify the balance of support as the fleet came over. He proposed that staff send a letter to the City notifying them of the Board’s desire.

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Humke, which motion duly carried with Commissioner Jung voting “no,” it was ordered that Agenda Item 9 be approved.

12-45F AGENDA ITEM 10

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, reviewed the Transition Plan Status Report and the Transition Budget. He said the Transition Team members met every other week. He indicated that 45 tasks were completed, 75 tasks were continuing and on schedule, but 21 tasks were behind schedule. Of those 21 tasks, 12 had the Fire Chief as the lead and would now move forward. He emphasized that no tasks were at risk of not being completed and, of the 21 tasks that

were behind schedule, a new date or a process had been identified to get those back on track.

Commissioner Jung inquired on the legend that went with the tasks. Mr. Slaughter replied there was an extensive Gant Chart on the County's website that was updated weekly. In the next update, Commissioner Jung requested a page of all the tasks and what those tasks were.

Chairman Larkin asked if any of the 21 tasks that were behind schedule were of critical path. Mr. Slaughter said that the Automatic Aid Agreement was included within those 21 tasks and some items were critical. They now all had a specific date when they would be completed or a specific process identified to have them back on track.

Chairman Larkin asked if all the tasks would be completed for the July 1, 2012 start date. Mr. Slaughter clarified that the County was not at risk for any of those tasks not being completed. Mr. Latipow concurred and was fully confident that the tasks would be completed.

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

12-46F AGENDA ITEM 12

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 Board member comments.

12-47F AGENDA ITEM 13

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.

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ADJOURNMENT

3:02 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.

ROBERT M. LARKIN, 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*

**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
 RESOLUTION TO COMMIT \$660,000 IN PROPERTY TAX REVENUES TO REPLENISH
 THE DISTRICT'S EMERGENCY FUND AND TO USE THOSE COMMITTED REVENUES
 TO AUGMENT THE FY 11-12 EMERGENCY FUND BUDGET
 IN THE AMOUNT OF \$660,000**

WHEREAS, in FY 11-12, the Truckee Meadows Fire Protection District has experienced six large wildland fires which do not qualify for federal or state assistance; and

WHEREAS, the District's Emergency Fund has been depleted to \$331,271.73 as of February 27, 2012; and

WHEREAS, the District desires to have resources set aside to insure the District is prepared for future wildland fire incidents as they occur; and

WHEREAS, the revenues and other resources of the Emergency Fund of the Truckee Meadows Fire Protection District were budgeted to be \$845,700 on July 1, 2011; and

WHEREAS, national accounting standards require funds to have separate committed sources of revenues apart from the local government's general fund; and

WHEREAS, additional resources from the FY 2011-12 property tax revenues are available to the Emergency Fund in accordance with NRS 474 and in which appropriations are required to be augmented as follows:

Emergency Fund:	
a) Property Tax Revenues	\$ 660,000
Total Augmentation and Amendment	<u>\$ 660,000</u>

WHEREAS, there is a need to apply these proceeds in the previously mentioned fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Truckee Meadows Fire Protection District shall augment and amend its FY 2011-12 budget by appropriating \$660,000 for use in the above-mentioned fund, thereby increasing its appropriations, and further that the District shall forward the necessary documents to the Department of Taxation, State of Nevada.

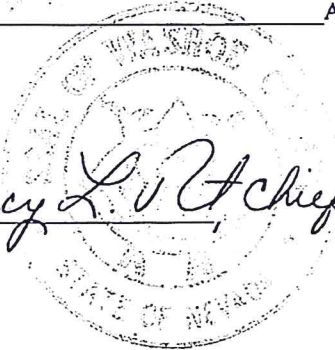
Upon motion by Fire Board Commissioner, Bretornitz, seconded by Commissioner Humke, the foregoing Resolution was passed and adopted this 13th day of March, 2012, by the following vote:

AYES: Bretornitz, Humke, Larkin, Jung NAYS: _____
+ Weber

ABSENT: _____ ABSTAIN: _____

ATTEST:

Darcy L. A. Chief Deputy
 CLERK



BOARD OF FIRE COMMISSIONERS

Robert M Larkin

Robert Larkin, Chair

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