

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

TUESDAY

11:00 a.m.

AUGUST 27, 2013

PRESENT:

**David Humke, Chairman**  
**Bonnie Weber, Vice Chairperson**  
**Marsha Berkbigler, Commissioner\***  
**Vaughn Hartung, Commissioner**  
**Kitty Jung, Commissioner**

**Nancy Parent, County Clerk**  
**John Berkich, Interim County Manager**  
**Paul Lipparelli, Legal Counsel**  
**Charles Moore, Fire Chief**

The Board convened at 11:54 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:

**13-110F      AGENDA ITEM 2**

**Agenda Subject:** “Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The District will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.”

**11:55 a.m.**      Commissioner Berkbigler arrived at the meeting.

Richard Olsen repeated his comments about exploding targets made during Agenda Item 3, Public Comment, at today’s Board of County Commissioners (BCC) meeting regarding Agenda Item 18, Washoe County Code Chapter 60. He asked the Board not to vote for the new Chapter 60, because it was a backdoor entry for Washoe County to adopt the United Nations’ Agenda 21, and because of the lack of an exploding targets definition in Section 560.1.1.6.

**13-111F      AGENDA ITEM 3A**

**Agenda Subject:** “Approval of TMFPD Board of Fire Commissioners Meeting minutes from June 11 and July 23, 2013.

There was no public comment on this item.

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

**13-112F      AGENDA ITEM 4**

**Agenda Subject: “Fire Chief Report: A) Report and discussion related to fire district operations: Update of Mogul Station #35, update on SAFER Grant Applications, draft Strategic Plan document, and update on Reserve Volunteer Firefighter Program; B) Monthly statistics; C) Washoe County Volunteer Fire Fighters Association Report for July 2013; and D) Firefighter Award presentation.**

Fire Chief Charles Moore said Mogul Station #35 had gone out to bid, and the recommendation to award the bid would be brought to the Board at the September 10th meeting. He stated the bid came in at \$40,000 under the estimated cost. He said it was expected construction would be completed sometime in April or early May of next year. He noted he passed around a 3D model of what the Mogul Station would look like. He said the Board’s packet included renderings of the Mogul Station and a photo of the 3D model was placed on file with the Clerk.

He said regarding the Staffing for Adequate Fire and Emergency Response (SAFER) Grant, the District would be submitting an application for a volunteer coordinator position. He stated he had been hearing from the volunteers that they would like someone on staff fulltime to help with the on-boarding process and to facilitate communications and all of the issues between the District and the volunteers. He said the SAFER Grant would fund the position for two years.

Commissioner Hartung said if x number of full-time equivalent (FTE) employees were hired, how long could those positions be maintained after the Grant expired. Chief Moore said if the positions could not be sustained financially, then those employees would have to be laid off. Commissioner Hartung asked if there was a requirement in the Grant to sustain them for an extended period. Chief Moore said he did not believe there was. Commissioner Hartung advised that question would need to be answered. Chief Moore said he was very certain the District would not be obligated to fund the position after the Grant expired. Commissioner Jung asked Chief Moore to let the Board know before the application deadline if there was any language in the Grant regarding that.

Commissioner Jung asked if the Chief was applying for the SAFER Grant in conjunction with the Reno Fire Department. She said the region’s Senators and Congresspersons indicated the temperature in Washington, D.C. was such that, unless there was a shared regional approach, there would be a slim to none chance of obtaining funding. She asked if Chief Moore was working in cooperation with the Regional Shared Federal Framework coalition or was he competing with the City of Reno’s SAFER Grant. Chief Moore said he was not competing with the City of Reno, and he was not aware of the Regional Shared Federal Framework coalition. He said the amount was a fairly small amount of money compared to the applications that were normally received for SAFER

Grants. He stated arguably it was somewhat of a regional grant, because it was taking 11 volunteer agencies and helping to bring them together in a more coordinated way. He stated that was how the Grant was being framed for the regional context. Commissioner Jung requested Chief Moore see if there was any opportunity in the application process to collaborate and perhaps make both agencies look better.

Chief Moore said staff completed the District's draft strategic plan, which identified and prioritized, in a systematic way, what needed to be done over the next five years. He said the first year's priorities had been to make sure the District was operating safely, efficiently, and effectively.

Chief Moore stated the number one issue that came out of the strategic plan was the need to provide more assistance to the volunteers, particularly in modernizing their operations. He advised his span of control was fairly broad, and it was difficult to support the volunteers during the District's first year of operation. He said step-by-step he wanted to see the volunteers become more affective, to see their numbers grow, and to see them integrated more into the District. He stated all of the volunteer departments would be asked what they needed from the District and the District would let the volunteers know what the District needed from them. He said once an agreement was reached, a sub-strategic plan would be written for the volunteers with the goal of getting a master agreement with all of the volunteer agencies completed by Thanksgiving.

Chief Moore said after that was done, there were things the District wanted to do to make it more proactive. He stated staff made it clear that they wanted to be out in the community doing proactive planning and fire prevention. He said the limitation to doing that was the number of staff the District had available. He stated it was important the District prioritize and tackle the most important things first and then work on the next set of challenges and opportunities. He said he would like to receive input from the public and the Board on the draft Strategic Plan document over the next few months, so it could be finalized around November of this year.

Commissioner Berkbigler said it was a great plan. She stated on page 7 it noted one of the weaknesses of the District was its logistical needs exceeded its capacity, and another was the conditions of some of the fire stations created health and safety concerns. She said once all of the things that were needed to keep the District strong were finalized, did the Chief see the need for additional revenue to resolve some of those weaknesses. Chief Moore replied he did. He said there was one logistical officer to supply the eleven career stations, and it was 90 miles if someone drove from the southernmost station to the northernmost station. He said keeping the stations supplied and the equipment repaired was an enormous challenge due to how much the District was spread out. He stated the Logistics Officer did a phenomenal job, but that job needed some degree of additional support. He said sometimes it came down to needing additional revenue and sometimes it was about how the money was spent each year to resolve the most important issues. He stated the strategic plan was a tool to use in developing the District's budget, so the funds were allocated to solving the most important issues in that Fiscal Year.

Chairman Humke said the draft Strategic Plan was very positive. Chief Moore complemented his staff, because the document was developed by everyone from the firefighters to the Chief.

Chief Moore said regarding the reserve firefighter program, the program was budgeted for 20 positions, and he received 45 applications. He stated the program would be a win for the applicant, because they could ride along with a career engine and learn more by doing more. He said it would also be a win for the District, because the reserve firefighter could be put on an engine creating a compliment of four firefighters. He stated part of the cost to start the program would also be written into the SAFER Grant for uniforms and protective clothing.

Chief Moore reviewed the monthly statistics. Commissioner Hartung asked about the good-intent calls. Chief Moore said they were calls where a citizen believed they observed a fire or an accident when there was none. He said often a brush fire would be started by a lightning strike but, by the time the engine arrived, there was nothing to do because the rain suppressed the fire. He stated those were called good-intent calls. Commissioner Hartung asked if there was a way to reduce those calls, because they meant the engine left the station to respond. Chief Moore said he did not want to discourage citizens from calling when they saw a fire, because they should report them. He said the Spanish Springs number was probably high due to the peak in thunderstorm activity during July and August. Commissioner Hartung said at a recent groundbreaking, he had a citizen tell him they were very pleased with the fire service provided in Spanish Springs, especially since the paramedics were added. He stated the citizen expressed how comforting that was. Chief Moore said he was glad to hear that.

Commissioner Weber said page 4 of the monthly report identified the stations. She noted the Sun Valley Fire Station was in District 5, even though she and Commissioner Jung shared the area.

Commissioner Weber said the Reno Fire Department would no longer allow the volunteer firefighters inside the Reno Air Races event, which she felt was wrong. She stated the volunteers had given their time and effort to their community, and she felt the Commissioners needed to say something about it. She said even though they would not be allowed inside, the Silver Lake Volunteer Fire Department would be at the Reno Air Races. She said if the Reno Fire Department was out there and they did not want the volunteers to go inside the event, then the taxpayers would be paying for their overtime. She stated she hoped there could be a conversation with the Reno Fire Department about the volunteers giving their time to cover the event, and they needed to be allowed inside to do what was necessary as they had done in the past. She asked what would happen if the volunteers were outside of the event and something happened outside, would the Reno Fire Department respond. She asked Chief Moore to comment about what could be done.

Chief Moore advised he met with Tim Spencer, Reno Fire Department Battalion Chief, regarding the Reno Air Races. He said the issue was the volunteers were

no longer associated with the Reno Fire Department due to the deconsolidation, and instead were primarily associated with the District. He stated it was clear that, for whatever reason, the volunteers would not be used on the tarmac. He stated he could still offer the assistance of the volunteers, but he was not in the position to impose his resources on a City event. He said with respect to the areas outside of the event, the volunteers would be standing by because the planes flew over populated areas that were within the unincorporated County.

Commissioner Weber asked that a letter be sent to the Reno Fire Department from the Commission advising this was an event the volunteers had been involved with for many years, and could they reconsider the volunteers' participation. Chairman Humke asked if that would be appropriate under this agenda item. Paul Lipparelli, Legal Counsel, said no action could be taken under this item per the agenda, which meant the Board could not act on a letter. He stated that would not preclude an individual Fire Commissioner from sending a letter, nor would it preclude the Chief from sending a letter. Commissioner Hartung suggested any correspondence should be directed to the Reno City Council, rather than the Reno Fire Department, if this issue was agendized.

Chairman Humke believed what Commissioner Weber was asking was a thing not worth doing, because he believed the request would be met with stoney silence. He felt the better answer was to rely on the answer the Chief gave in that it was not professional to ask another political entity if certain persons could come into that entity and perform a quasi-official function as a firefighter. He believed that was an accurate and appropriate statement. Commissioner Weber said she did not want to take no for an answer. She felt the public needed to know about this. She said on a positive note, the Commission had the opportunity to take the higher road and spell out that the volunteers had been doing the job, and Reno could respond or not. She believed it was time the Commission said or did something. Mr. Lipparelli said Agenda Item 6 was the Commissioners' and Fire Chief announcements and requests for future agenda items. He stated nothing on the agenda allowed the Board to take any action. He advised individual Commissioners could give direction to Chief Moore, and it would be up to him if he did something. He stated it would not be possible to take a vote.

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

**13-113F      AGENDA ITEM 5**

**Agenda Subject: "Possible closed session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations."**

No closed session was required.

**13-114F      AGENDA ITEM 6**

**Agenda Subject: “Commissioners’/Fire Chief’s announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among Commissioners will take place on this item.)”**

Chief Moore advised Commissioners Jung and Hartung asked for several agenda items to be on the September 10, 2013 agenda but, because the meeting would be short, they would be put on the September 24, 2013 agenda.

Chief Moore asked if Commissioner Weber wanted the Reno Air Races matter on the next agenda. Commissioner Weber replied that would be too late, because the event took place that week, and she advised she would be sending a letter instead.

**13-115F      AGENDA ITEM 7**

**Agenda Subject: “Public Comment. Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. The Commission will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Commission as a whole.”**

There was no response to the call for public comment.

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**12:40 p.m.** There being no further business to come before the Board, on motion by Commissioner Jung, seconded by Commissioner Hartung, which motion duly carried, the meeting was adjourned.

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**DAVID HUMKE**, Chairman  
Truckee Meadows Fire  
Protection District

**ATTEST:**

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**NANCY PARENT**, Washoe County Clerk  
and Ex-Officio Clerk, Truckee Meadows  
Fire Protection District

*Minutes Prepared By:  
Jan Frazzetta, Deputy County Clerk*