

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

TUESDAY

11:00 a.m.

NOVEMBER 12, 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 11:33 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:

**13-145F      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 Commission 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 District as a whole.”

There was no response to the call for public comment.

**13-146F      AGENDA ITEM 3**

**Agenda Subject:** “Recommendation to approve an agreement between the Truckee Meadows Fire Protection District and the Washoe County Health District for the purpose of planning and providing mass prophylaxis in the event of a declared public health emergency. (All Commission Districts)”

Alex Kukulus, Acting Battalion Chief, explained that the Truckee Meadows Fire Protection District (TMFPD) would continue to assist the Washoe County Health District (WCHD) in developing a collaborative process in dispensing medications or administering vaccinations within the County in the event of a public health emergency, such as a pandemic influenza or a bioterrorism attack. He indicated that training had been completed for 81 District firefighters that were now certified to administer vaccinations throughout the State. Acting Battalion Chief Kukulus commented that the training would continue and operational plans would be developed for TMFPD

assistance; however, he noted that the Districts' primary role in such an event would be emergency response.

Sara Dinga, WCHD Public Health Emergency Response Coordinator, said it was clear that in the event of a bioterrorism attack or pandemic influenza when the entire community and tourists needed to have mass prophylaxis, the WCHD did not have the resources to limit mortality or be successful in keeping individuals out of hospitals. She explained that the WCHD had two public Points of Dispensing (POD's), but there could be mass chaos in the event of an emergency. She indicated that the WCHD was working with community organizations in order to have the ability to vaccinate and medicate residents and tourists in a short amount of time. She stated this agreement would allow individuals, such as first responders, the ability to receive and dispense vaccines from other locations. If the WCHD could focus on the public, then the private partners could focus on their internal organizations, which would allow everyone to be vaccinated and medicated in a short amount of time.

In response to a question from Commissioner Hartung, Ms. Dinga replied that the Centers for Disease Control (CDC) stated the benchmark for medication in response to a bioterrorism attack was 48 hours. In the first 12 hours, she said the WCHD would receive medical supplies, medicine or vaccinations from the Strategic National Stock Pile. She explained enough medication, for example a Smallpox vaccination would be available to everyone; however, if it was a pandemic influenza, the quantity would be dependent on the severity of the pandemic.

Chairman Humke asked if similar agreements were being sought with the Reno Fire Department (RFD), the Sparks Fire Department (SFD), the Reno Police Department (RPD) and the Sparks Police Department (SPD). Ms. Dinga replied agreements were being forged with the RFD and the SFD; however, there were some tier systems put in place with the RPD and the SPD. She explained that AB 349, passed during the 2007 Legislature stated in the event of a real emergency an intermediate or advanced Emergency Medical Technician (EMT) could vaccinate and medicate, but that did not apply to the RPD, the SPD or the Washoe County Sheriff's Office (WCSO). It was hoped that the respective fire agencies would have the capacity to medicate/vaccinate themselves and law enforcement as well.

There was no public comment on this item.

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

**13-147F      AGENDA ITEM 4**

**Agenda Subject: "Recommendation to approve an internal audit of Truckee Meadows Fire Protection District (TMFPD) and Sierra Fire Protection District (SFPD) by the Washoe County Internal Audit Division at an estimated cost of \$45,000. (All Commission Districts)."**

Fire Chief Charles Moore indicated that Commissioner Berkbigler had requested an internal audit to ensure that the internal processes were on track with County Code and accepted practices.

Commissioner Jung questioned the auditor evaluating the continuing financial outlays of the Truckee Meadows Fire Protection District (TMFPD) as compared to contracted fire services. Chief Moore explained that some members of the community questioned that the TMFPD's level of expenditures were more or less than what was under the previous Interlocal Agreement with the City of Reno. He suggested the auditor review that function as an independent way to ensure that the TMFPD's level of expenditures were relative to the payment under the previous Interlocal Agreement. Commissioner Jung also requested the auditor review the predicted cost to stand up the TMFPD versus the actual cost. Chief Moore commented that there were predictions how the assessed values would drop, but now there were actual numbers so staff predictions prior to the deconsolidation could be tested. He explained that expenditures from capital needed to be separated since some of the savings were directed to rolling stock that needed to be replaced.

Commissioner Berkbigler said a major function for the audit was to review the current practices of the TMFPD. This would ensure if there were any opportunities to improve financially or change practices that could improve the financial picture. The broad-based picture would indicate if the fire department was doing what the Board envisioned.

Commissioner Hartung stated that the audit would separate the TMFPD versus the Sierra Fire Protection District (SFPD). Chief Moore stated that was correct. Commissioner Hartung realized those were two departments; however, only the TMFPD was consolidated with the City while the County had responsibility over the SFPD. Chief Moore said that was also correct. He said it was important for citizens to understand that the budget for fire included the TMFPD and the SFPD. Previous to the TMFPD standing up, he said the County paid the City simply for TMFPD operations. When the total aggregate budget was reviewed, compared to what was paid to the City, it was not understood that SFPD financial assets were being combined with the TMFPD and would not be equal. Commissioner Hartung stated that was the point.

Chairman Humke noted that the County sought to consolidate the TMFPD and the SFPD at the 2013 Legislative Session, but the Legislature declined to do so.

There was no public comment on this item.

On motion by Commissioner Berkbigler, seconded by Commissioner Hartung, which motion duly carried, it was ordered that Agenda Item 4 be approved.

**13-148F      AGENDA ITEM 5**

**Agenda Subject: "Commissioners'/Chief's Announcements, requests for information and identification of topics for future agendas, and statements relating**

**to items not on an Agenda. (No discussion among Commissioners or action will take place on this item.)”**

Fire Chief Charles Moore announced the groundbreaking for the Mogul Fire Station was scheduled for November 14, 2013. He noted that a shuttle bus would be offered at the County Complex to bring interested citizens to the groundbreaking. He commented that the Station was anticipated to open May 2014.

Chief Moore indicated that the external audits for the District had been completed and would be presented to the Board during the December 17, 2013 meeting.

**13-149F      AGENDA ITEM 6**

**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 Commission 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 District as a whole.”**

There was no response to the call for public comment.

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**ADJOURNMENT**

**11:54 a.m.** There being no further business to come before the Board, on motion by Commissioner Jung, seconded by Commissioner Weber, 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:  
Stacy Gonzales, Deputy County Clerk*