

**BOARD OF FIRE COMMISSIONERS  
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT (TMFPD)  
SIERRA FIRE PROTECTION DISTRICT (SFPD)**

TUESDAY

9:00 a.m.

JANUARY 26, 2016

PRESENT:

**Kitty Jung, Chair**  
**Bob Lucey, Vice Chair**  
**Marsha Berkbigler, Commissioner**  
**Vaughn Hartung, Commissioner**  
**Jeanne Herman, Commissioner**

**Nancy Parent, County Clerk**  
**Paul Lipparelli, Legal Counsel**  
**Charles Moore, Fire Chief**

The Board convened at 9:02 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, the Clerk called the roll and the Board conducted the following business:

**16-0003F**      **AGENDA ITEM 3** Public Comment.

Cathy Brandhorst spoke about matters of concern to herself.

**CONSENT ITEMS 4A THROUGH 4C**

**16-0004F**      **4A** Approval of minutes from the December 15, 2015 meeting.

**16-0005F**      **4B** Accept a Nevada Public agency Insurance Pool and Public Agency Compensation Trust Grant in the amount of \$3,000, with no required matching funds, for the purpose of providing ergonomics/lifting training to Truckee Meadows Fire Protection District personnel.

**16-0006F**      **4C** Approve a Resolution recognizing and confirming acquisition of land, by the Truckee Meadows Fire Protection District, for the construction of a new fire station.

There was no public comment.

On motion by Commissioner Lucey, seconded by Commissioner Hartung, which motion duly carried, it was ordered that the Consent Agenda Items 4A through 4C be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 4A through 4C are attached hereto and made a part hereof.

**16-0007F**      **AGENDA ITEM 5** Fire Chief Report: A) Demonstration of the New Lucas 2 Chest Compression System. B) Report and discussion related to fire district operations. C) Career Statistics and Report for December 2015. D) Volunteer Statistics and Report for December 2015.

Chief Moore stated Randall Gates, TMFPD Fire Captain and Senior Paramedic, would provide a demonstration of the Lucas 2 Chest Compression System, which aided paramedics performing cardiopulmonary resuscitation (CPR) in the field.

Captain Gates said the Lucas 2 Chest Compression System was a piece of equipment that increased their efficiency and increased the likelihood of a positive outcome for a patient. He stated it was easy to put on a patient and that it came in a small backpack. In less than a minute the device could be placed on a patient. He conducted the demonstration. He said all data suggested the best way to encourage a positive outcome for their patients was to provide non-interrupted, high quality CPR. A person experiencing a cardiac arrest lost a 10 percent chance of survivability every minute that went by where CPR had not started. He mentioned it took less than 30 minutes to train one of his crew members on the use of the device. He also mentioned the device allowed them to determine the root cause of the cardiac arrest rather than just focusing on the skills needed to provide CPR. He gave an example of a patient who was pulseless prior to the use of the device. By the time they reached the hospital, the patient had a pulse. He stated the device worked and he was proud to have it on their engines.

Chief Moore added the TMFPD was working on a grant to place the device on all of their engines. He stated there were currently devices at the Gerlach Fire Station, Station 14 and Station 15. He noted the device at Station 15 was purchased through Commissioner Hartung's discretionary funds.

Commissioner Hartung commended the TMFPD for adopting the use of the device which he thought was a great piece of equipment. He said the device would free up a firefighter to do other functions.

Chief Moore discussed the information on his report regarding automatic aid, the holiday tree recycling program, and recruitment of volunteers. The highlights of the report included: 1) A roughly three to one ratio of calls for automatic aid given versus calls for automatic aid received, which he noted was expected. 2) A heavier demand for Emergency Medical Services while other call types tracked fairly flat from 2013 to 2015. 3) Approximately 3,000 trees were recycled by the time the recycling program ended and in the future the TMFPD planned on chipping the trees on-site. 4) A heavy media campaign to promote recruitment, which included a flier that was handed out to the Board and placed on file with the Clerk. He added there would be an orientation and informational meeting for new recruits on February 20th. The TMFPD already received quite a few applications for volunteers before any advertising had been done. The recruitment campaign would also be done in Gerlach.

Chair Jung thought the flier was nice. She noted it was clear that the TMFPD was trying to recruit people to go on to be career firefighters.

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

**16-0008F**     **AGENDA ITEM 6** Approval of the Truckee Meadows Fire Protection District (TMFPD) Five Year Buyout of Workers' Compensation Claims for Fiscal Year 10-11 in the amount of \$304,133.25 per the Reno-TMFPD Interlocal Agreement. – Presented by Chief Fiscal Officer Vicki Van Buren.

Vicki Van Buren, TMFPD Fiscal Officer, stated the buyout would stop the ongoing costs of the quarterly payments the TMFPD continued to pay. She added the buyout did not include any future heart and lung claims since those were not calculable at the time of the buyout. She noted the impact funds had been set aside years ago to pay for the liability. She concluded by stating there was one year left, Fiscal Year 2011 – 2012, to buyout.

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 6 be approved.

**16-0009F**     **AGENDA ITEM 7** Recommendation to approve an Agreement in the amount of \$399,300 for Consulting Architectural/Engineering Services between Truckee Meadows Fire Protection District and TSK to provide professional services as defined in attachments A-1 and A-2 of the proposal dated December 22, 2015.

Chief Moore stated the agreement was for the architectural services for the design of the new Station 14, which would be located at the intersection of Foothill Road and Broken Hill Road. The TMFPD was looking to move in around Thanksgiving of 2017.

In response to Chair Jung, Chief Moore said Station 39 was at Joy Lake. He clarified the amount in the agreement was for two stations. He noted the TMFPD would be adding on to Station 39 which was very small. The TMFPD would be adding on crew quarters, a kitchen, and a fitness room to Station 39. They would also be redoing the mechanical system.

In response to Commissioner Hartung, Chief Moore stated a basic footprint would be utilized on Station 14. He mentioned TSK was the architect on Mogul Station, so they were well versed on the TMFPD's needs. This resulted in an architectural fee of only 6 percent of the construction costs rather than the typical 10 percent.

Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Berkgigler, seconded by Commissioner Herman, which motion duly carried, it was ordered that Agenda Item 7 be approved.

**16-0010F**     **AGENDA ITEM 8** Approval of a Settlement and Mutual Release Agreement between the City of Reno and Truckee Meadows Fire Protection District in the amount of \$447,529.

Commissioner Berkgigler thanked Chief Moore and Michael Large, Deputy District Attorney, for their work on the settlement. She believed the settlement was beneficial as it saved tax payer dollars and showed that the City of Reno and the County could work together. She mentioned the settlement amount was money the County owed the City of Reno with interest.

Chair Jung thanked the City of Reno and the TMFPD Fire Chiefs for working together.

Cathy Brandhorst spoke about matters of concern to herself.

On motion by Commissioner Berkgigler, seconded by Commissioner Herman, which motion duly carried, it was ordered that Agenda Item 8 be approved.

**16-0011F**     **AGENDA ITEM 9** Announcements/Reports.

Chief Moore said it had been five years since the Board approved the TMFPD's Standards of Cover. He thought it would be a good time to have Emergency Services Consulting International (ESCI) come back to refresh the Board on the standards and report on how successful the TMFPD had been meeting that standard. He mentioned ESCI would also deal with the different response time standards regarding urban, suburban, rural and frontier areas. He stated he would like to contact ESCI and ask them for a proposal.

Chair Jung indicated she also wanted the information to include approved but not yet built areas across the County. She noted there were a lot of shadow developments that were neglected since nothing had been built.

Chief Moore stated the TMFPD wanted to look at future growth to see where their trend analysis would be heading, at least in call volume. He mentioned the TMFPD would be doing a refresh of their strategic plan on March 4th. He noted they would have staff members work on measuring what had been accomplished, what was not accomplished and on prioritizing the things they needed to do for the next two to three years.

Chair Jung suggested that the Board be a part of the strategic planning since they were the policy makers. Chief Moore concurred.

Chair Jung mentioned data stating any person over the age of 55 should not be shoveling snow because of the high risk of cardiac arrest. She thought it was important for the TMFPD as first responders and the keepers of the safety of public residents to be involved in an informational campaign. She believed the TMFPD should work with the Health District, the Regional Emergency Medical Services Authority (REMSA), the City of Reno and the City of Sparks on a regional message to address the issue.

Commissioner Lucey requested a staff report regarding where the TMFPD was heading in terms of succession planning. He wanted to ensure staff seized the opportunities that came available to them.

Chief Moore stated he spoke to the Human Resources Director about succession planning. He said preparing staff for upward movement was important to their success and that staff at every position needed to know how to get to the next level. He noted the TMFPD had taken some preliminary steps and he hoped to have the succession plan completed by June or July.

Commissioner Lucey stated not only was it important for staff to be able to move forward in their career, but it was important for the protection and safety of the general public.

Chair Jung thought that would be a great recruiting tool. She said the County was a proven training ground, a place that a person could make a career and move up.

Chief Moore mentioned Christopher McNaught and David Corbit were promoted from firefighters to firefighter paramedics. He stated both individuals put themselves through paramedic school at their own expense. He said the additional paramedics would ensure the TMFPD had a firefighter paramedic on every single engine 24 hours a day, seven days a week. He added the TMFPD would be recruiting two to three additional paramedics. At the end of the process, the TMFPD would be well positioned to provide paramedicine at all times, at all stations, and on all apparatuses.

Chair Jung mentioned having a paramedic on an engine was a bold move the Board took knowing the TMFPD had three-person engines out in the rural, urban and suburban interface. She asked Chief Moore for data regarding the timing of when paramedics arrived and their ability to push medicine. She thought it would be a great rollout and advertisement for the TMFPD.

Commissioner Lucey added the TMFPD had an ambulance at the station off Franktown Road. He said there was discussion about the utilization of the TMFPD's ambulance in conjunction with REMSA due to issues regarding distance. He also mentioned other areas with similar issues such as Gerlach. He stated he would like to see some clarification on the TMFPD's ability to use its ambulances and equipment, and when that could begin.

Chief Moore believed the Health District scheduled a meeting with all the fire partners and REMSA to discuss coverage issues.

Chair Jung remarked she attended, as the Chair of the District Board of Health, a REMSA Board meeting and she felt there was a different energy and willingness from REMSA. She stated REMSA was taking a different direction and they wanted to do more community outreach. She said REMSA had a new executive director.

Chief Moore said he met with Dean Dow, REMSA Interim Executive Director, and he was very pleased with what Mr. Dow had to say. He said Mr. Dow was open to hearing about the TMFPD's challenges. He closed by stating he thought future dialog with REMSA would be positive.

Commissioner Hartung added the fact the two firefighters paid for their own paramedic training demonstrated the dedication the TMFPD's crews had to their service. Chief Moore added it was no easy accomplishment.

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

**16-0012F**     **AGENDA ITEM 10** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

There was no closed session.

**16-0013F**     **AGENDA ITEM 11** Public Comment.

Cathy Brandhorst spoke about matters of concern to herself.

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**9:49 a.m.** There being no further business to come before the Board, on motion by Commissioner Hartung, seconded by Commissioner Lucey, which motion duly carried, the meeting was adjourned.

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**KITTY K. JUNG**, Chair  
Truckee Meadows Fire  
Protection District and Sierra  
Fire Protection District

ATTEST:

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

*Minutes Prepared By:*  
*Michael Siva, Deputy County Clerk*