

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

TUESDAY

9:00 a.m.

SEPTEMBER 20, 2016

PRESENT:

Kitty Jung, Chair
Marsha Berkgigler, Commissioner
Vaughn Hartung, Commissioner
Jeanne Herman, Commissioner

Nancy Parent, County Clerk
David Watts-Vial, Legal Counsel
Charles Moore, Fire Chief

ABSENT:

Bob Lucey, Vice Chair

The Board convened at 9:00 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:

16-099F **AGENDA ITEM 3** Public Comment.

There was no response to the call for public comment.

CONSENT ITEMS 4A THROUGH 4G

16-100F **4A** Approval of minutes from the July 19, 2016 meeting.

16-101F **4B** Acknowledge and approve a correction to the regular meeting minutes of May 17, 2016 to correct the stated name of Ross Penny to Ross Rytting under Agenda Item No. 3 on page one of said minutes.

16-102F **4C** Discussion and possible action to approve a Separation Agreement between Truckee Meadows Fire Protection District and Fire Division Chief Timothy Leighton, effective September 20, 2016.

16-103F **4D** Recommendation to approve Cost of Living Adjustments in base wage of 3% retroactive to July 1, 2016 [FY 16/17 estimated fiscal impact \$23,300], 3.5% beginning July 1, 2017 [FY 17/18 estimated impact \$28,000], and 2.5% beginning July 1, 2018 [FY 18/19 estimated impact \$20,700] for the following Unclassified Management, Non-Represented Confidential and Administrative Employee Job Classification Numbers: 60017775, 60017801, 60017200, 60017850, 60017201, 60017177, 60018226, 60017202, 60017802 and 60017375.

16-104F **4E** Discussion and possible approval to amend certain articles to the Truckee Meadows Chief Officers Association Collective Bargaining Agreement to include the position of Fire Equipment Fleet Manager retroactively July 19, 2016.

16-105F **4F** Recommendation to approve expenditures for a Firefighter Recognition Event in an amount not to exceed \$10,000.

16-106F **4G** Accept a donation of a water storage tank [estimated current value of \$3000] from Kinder Morgan Inc. to Truckee Meadows Fire Protection District to be utilized at the District's Silver Lake Volunteer Fire Station #221 to increase water resource availability for fire protection operations..

There was no response to the call for public comment.

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

16-107F **AGENDA ITEM 5** Proclamation – Fire Prevention Month

Amy Ray, TMFPD Fire Marshal, stated this was the third year in a row that the National Fire Protection Association had made smoke alarm awareness the theme of Fire Prevention Week. She encouraged citizens to check the dates on their smoke detectors because it had been shown that smoke alarms older than 10 years were no longer effective. She read the Proclamation.

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 5 be approved.

16-108F **AGENDA ITEM 6** I.A.F.F Local 3895 Report

Ian Satterfield, International Association of Fire Fighters (IAFF) Local 3895 President, spoke about the Fire Ops 101 event that would be held on November 17-18, 2016 at Napa-Sonoma in South Reno. He said participants would have an opportunity to take part in a wildland fire scenario. He also spoke about the National Firefighter Combat Challenge, which would be hosted by the Truckee Meadows Foundation (Foundation) on October 7-9, 2016 at the Atlantis Resort and Casino. He provided some history about the Foundation and said it was initially established to raise money for former TMFPD Fire Captain Bill Winchester after an accident. A handout regarding the Foundation was submitted and placed on file with the Clerk. He said the Firefighter

Combat Challenge was going to be one of the Foundation's first events and they were hoping for a good turnout. He stated the Foundation would also be hosting the Winchester Golf Tournament in Washoe Valley on November 11th and anyone who was interested in participating could contact him for the details. He also spoke about the help that had been provided to the Northern Nevada Children's Cancer Foundation for their Tournament of Hope at Montreux Golf Club and noted that firefighters would be wearing pink in the month of October to support Breast Cancer Awareness.

There was no public comment on this item.

16-109F **AGENDA ITEM 7** Badge Pinning for promoted personnel and new reserve firefighters.

Chief Moore introduced the following individuals:

New Reserve Firefighter

Craig Bender
Lucas Nicholson
Daniel Stetson

He stated New Reserve Firefighter Cameron Van Ness was unable to attend the meeting because he was on duty at the Central Lyon Fire.

Chief Moore announced the promotions of the following employees:

Promoted to Fire Equipment Operator

Todd Hovenden
Brad Steelman

Promoted to Fire Captain

Patrick Hughes

Promoted to Fleet Manager

Jon Murray

Promoted to Logistics Chief Officer

Wayne Cirone

Chief Moore stated reserve firefighters were a little different from traditional volunteers as they rode along with the duty crews. He commented they were endearingly called the "farm club" because they became used to the TMFPD operation and equipment and were in a good position to test for positions when they became available.

Chief Moore stated he thought the most difficult job was Fire Equipment Operator because they had to take a half million dollar firetruck to a scene at speeds higher than the speed limit while being responsible for the safety of the public and the

crew. They were also responsible for ensuring hose lines were at the proper pressure during a fire.

Chief Moore said Jon Murray had been the District's mechanic for a long time and he never met anyone who knew fire apparatus better. He said the fleet would come to a stop without Mr. Murray and he looked forward to seeing how Mr. Murray would build the fleet maintenance program. He indicated a new mechanic and a mechanic's helper would be hired within the next couple of weeks.

Chief Moore stated the District would not run if it was not supplied properly and Wayne Cirone had done an amazing job of not only supplying the 11 career fire stations, but also the volunteer stations in his former role as Logistics Captain. Mr. Cirone would be running a much larger program and would be supervising the fleet maintenance program in his new role.

Chair Jung thanked everyone. She said she especially wanted to thank the firefighter's families and spouses because she knew their lives were stressful. She said she believed the spouses sacrificed just as much as the firefighters.

There was no action or public comment on this item.

16-110F **AGENDA ITEM 8** Presentation regarding District station improvements and replacements

Chief Moore conducted a PowerPoint presentation, which was placed on file with the Clerk. He said he had been tasked with looking at the TMFPD's capital funds as related to the future needs of the District. He indicated he would be engaging a consultant in the next year to develop a master plan for the facilities, but he wanted to provide the Board with some of his ideas. He stated there were five structures that would need to be addressed within the next five years, including Station No. 37 in Hidden Valley and Station No. 17 in Spanish Springs. Since TMFPD would be taking over their own fleet, Chief Moore said the District would be renting a facility in Sparks for the next three years. After the lease concluded he hoped the District could develop its own facility within Station No. 13. Chief Moore displayed photos of three of the fire stations, which were included in the presentation. He pointed out Station No. 37 in Hidden Valley was a modular building with truck bays that were not connected, which became problematic in cold weather. He said the current facility was never intended to be permanent, so in the next year the process would begin to develop a permanent facility. He noted Station No. 17 in Spanish Springs was one of the busiest stations and it was dated and worn. He said in the future there would be a need for something larger and more durable. He stated Station No. 13 in Stead was simply a metal building which had become worn. He said Station No. 16 in Washoe Valley was also on his list, but the current issue was figuring out a way to pay for improvements. He indicated more information and a comprehensive master plan would be coming to the Board in the near future.

Commissioner Hartung inquired whether it was the intention to keep Station No. 37 in the neighborhood of Hidden Valley or to move it closer to the Southeast Connector.

Chief Moore replied he was looking for opportunities in the southern part of Hidden Valley. He said when the Connector was constructed, Station No. 3 in Sparks would be in a very good position to respond in the north part of Hidden Valley. He stated he and the Sparks Fire Chief had been discussing enhanced automatic aid, a topic that would be brought back to the Board in the next month. He said having a Sparks fire station in the North and a TMFPD station in the South would provide for a good initial response into Hidden Valley.

Commissioner Hartung asked if the intent was to build a new facility for Station No. 17. He said it was a great site, had been there for many years and had good access to the entire area.

Chief Moore agreed the site was positioned well and said it was big enough to build a larger station if needed.

There was no public comment or action on this item.

16-111F **AGENDA ITEM 9** Fire Chief Report: A) Report and discussion related to fire district operations. B) Career Statistics and Report for June and July 2016. C) Volunteer Statistics and Report for June and July 2016.

Chief Moore said he wanted to share with the Board the status of Station No. 14. He displayed some drawings of the new station, which were placed on file with the Clerk. He said the architect had developed plans that were radically different than what the Board had previously seen as the location of the residential area and the truck bays were reversed. He explained a cost analysis had shown the previous design would require about \$1.5 million in fill dirt to level the property. To eliminate that cost it was decided to put the truck bays on the flatter portion of the property and to recess the residential area about four feet to substantially reduce the amount of fill dirt that would be needed. He felt confident the station would come in on budget. He said once the Special Use Permit (SUP) was approved, the architect would complete the construction documents. The contractor believed the building would be completed in about 7 months. Finally, he noted some existing land would have to be sold which would probably happen right after the first of the year.

Chief Moore mentioned the summer had been extraordinarily busy with a number of wildfires. He was happy to say that no structures were lost as the result of the fast moving fires. He said the Hawken Fire, the Rock Fire and the Jackpot Fire all had the potential to damage quite a few structures. Through aggressive firefighting tactics and deployment, and with some luck from Mother Nature, they were able to forestall any structure loss. He thought the most dangerous fire was the Jackpot Fire because as the fire was coming off a hill, it was headed toward approximately 12 homes. He said he heard

the Incident Commander announce over the radio that the fire would have to be taken “head on”, which was the most dangerous type of tactic. He explained it was preferable to fight fires from the burned area because that was the safest place to be. He displayed a photograph which depicted a fire near a home, which was placed on file with the Clerk. He stated he recently met with the Nevada Insurance Council and learned that insurance companies looked for mitigation and defensible space. When people cleared brush away from their homes, the chances of their homes surviving a fire increased dramatically. He said this fact was evident during the Rock Fire and he was convinced that mitigation was the best strategy. He stated he was considering instituting a program in the next year utilizing volunteers to help remove and burn vegetative material in something called a “burn box”.

Chief Moore said his career staff had been extraordinarily busy over the summer; 44 of them had worked out of District assignments through mutual aid responses locally and also in some areas of California. He indicated there was currently a crew in the Mammoth Lakes area fighting the Owens Fire. He thought the summer had been indicative of what could be expected in a normal wildfire season when there was a wet spring. He said he was very proud of his staff, including the career and volunteer firefighters, for the long hours they worked over the summer.

Commissioner Hartung said he noticed there was a new budget line item for ballistic vests and he wondered if that was going to become a standard part of the equipment every firefighter would wear.

Chief Moore replied there would be three ballistic vests on every fire engine and they were adjustable to fit various sizes. He said if there was ever a situation involving an active shooter the vests would be available to wear at the direction of law enforcement.

Commissioner Hartung thanked the Chief for the clarification.

Chair Jung noted she had seen a video of a structure fire in Sun Valley and she noticed there was a lot of dry brush, weeds, old mattresses and an old fence. She wondered if the people of Sun Valley were being trained to defend their space.

Chief Moore responded each time there was a Citizens Advisory Board (CAB) meeting in Sun Valley he tried to mention it. He said the problem in Sun Valley was less about vegetation and more about personal property in and around the homes, as well as the proximity of home to home. He stated Sun Valley was a challenge and he thought they could declare a day for people to dispose of whatever they needed to get out of their yards so the District could take it to the landfill. He indicated he could speak with Dave Solaro, Director of Community Services, about providing dumpsters for that purpose.

Chair Jung stated the Sun Valley General Improvement District (SVGID) already provided free dumpsters and she thought it would be preferable to address the

issue through the Fire District so the message would be more about defending space rather than cleaning up yards. She indicated she would like to see the issue addressed before the weather became colder. She thought the project would also be a great opportunity for District employees to meet citizens and to be visible.

Chief Moore said he would get something started.

Commissioner Berkbigler was glad the issue was brought up because she had noticed some of the problems in Sun Valley. She thought addressing the problem through the Fire District would direct the focus to the fact that it was a safety issue. She said she was glad to hear about the ballistic vests due to the problems that were happening around the Country. She agreed firefighters needed to be protected just as the police were.

There was no action or public comment on this item.

16-112F **AGENDA ITEM 10** Authorize Staff to prepare a lease agreement between Truckee Meadows Fire Protection District and the South Valley Volunteers for Volunteer Fire Station #227 located at 3010 Lakeshore Blvd, Reno, NV 89701 for the purpose establishing an insurable interest, to be brought forward at a future Board of Fire Commissioners meeting for final approval and execution of the lease, and to commence proceed with bids for a roof replacement.

Chief Moore explained the inadvertent result of the discontinuation of the contracts with non-profit groups was the loss of insurable interest in two buildings which were owned by South Valley Volunteers, Inc. For that reason, he said it was necessary to create a lease or a contract so if something bad happened there would be a reason for the insurance company to pay for the loss. He said he was bringing the issue forward to ensure the Board was comfortable with the expenditure of money for improvements to a building the TMFPD did not own. He stated the South Valley Volunteers used the facility as a training center, but the County also used it as a polling place. South Valley Volunteers, Inc. also rented the building to the Boy Scouts and for other civic uses. He indicated a lease would create an insurable interest. He noted the TMFPD would also be paying for the utilities and some maintenance as they did with all of the other volunteer stations.

Commissioner Hartung asked the Chief what would happen if the TMFPD proceeded to put a new roof on the building and then were told to vacate the facility.

Chief Moore replied the investment would be lost and operations at that location would cease; however, he considered that scenario to be unlikely. He said it was important to have an insurable interest because the building housed the District's firetrucks. He said the situation was not unlike one they had with the volunteers in Galena, which resulted in the loss of approximately \$200,000 in improvements; however,

despite the risk to the taxpayers, he believed the South Valley Volunteers were committed to continuing their operations in the South.

Commissioner Hartung asked David Watts-Vial, Legal Counsel, if there was any way to indemnify the District on the investment.

Mr. Watts-Vial answered yes; it would just have to be included in the draft agreement in such a way as to potentially require either reimbursement or some other consequence for the early termination of the lease.

Chair Jung asked Chief Moore if the lease had already been reviewed and approved by Legal Counsel. Chief Moore replied the lease had not been developed yet and he was seeking the Board's authorization to move forward on the issue.

There was no response to the call for public comment.

Commissioner Hartung moved to authorize the preparation of a lease between the Truckee Meadows Fire Protection District and South Valley Volunteers, Inc. for Volunteer Fire Station No. 227 with the inclusion of an indemnification clause should the lease terminated and for the lease to be brought back to the Board for final approval. Commissioner Berkbigler seconded the motion. The motion passed on a vote of 5 to 0.

16-113F **AGENDA ITEM 11** 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.

16-114F **AGENDA ITEM 12** Announcements/Reports.

Chief Moore stated he prepared a memo so the Board could see what was coming up in the next several months, which was included in the meeting materials. He asked if there was anything else the Board would like to add to the list.

Chair Jung reiterated she would like the defensible space issues in Sun Valley to be addressed.

16-115F **AGENDA ITEM 13** Public Comment.

William T. Steward spoke about the Firefighter Combat Challenge and submitted a handout, which was placed on file with the Clerk. He said the former Sierra Fire Protection District first contacted On Target Challenge, Inc. in 2009. This year's event was going to be the 2016 Nationals, as well as the 25th anniversary for the On Target Combat Challenge, and it would take place on October 7-8, 2016 at the Atlantis Hotel and Casino. He stated the goal of the challenge was to get firefighters physically

fit. He said the FireShowsWest Conference and Expo would also be taking place and would feature Peter Van Dorpe, retired Chicago Fire Chief, as the keynote speaker.

Cathy Brandhorst spoke about matters of concern to herself.

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9:38 p.m. There being no further business to discuss, the meeting was adjourned without objection.

KITTY K. JUNG, Chair
Truckee Meadows Fire
Protection District

ATTEST:

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

*Minutes Prepared By:
Cathy Smith, Deputy County Clerk*