

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

TUESDAY

9:00 a.m.

SEPTEMBER 19, 2017

PRESENT:

Marsha Berkbigler, Vice Chair
Vaughn Hartung, Commissioner
Jeanne Herman, Commissioner

Nancy Parent, County Clerk
Charles Moore, Fire Chief
David Watts-Vial, Deputy District Attorney

ABSENT:

Bob Lucey, Chair
Kitty Jung, Commissioner

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:

17-134F **AGENDA ITEM 3** Public Comment.

There was no response to the call for public comment.

17-135F **AGENDA ITEM 4** 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).

Fire Chief Charles Moore announced on September 11, 2017 there was an emergency in Sun Valley where an infant was found in cardiac arrest. In response Deputy Sheriff Natasha Rickey arrived within minutes and performed cardiopulmonary resuscitation (CPR) on the infant who was involved in an accidental drowning. He stated Deputy Rickey's actions were instrumental in saving the life of the infant and presented her with a challenge coin. Vice Chair Berkbigler thanked her for taking care of the baby.

Chief Moore introduced the following team members from the rescue crew: Ryan Whitlock, Captain Daniel Boyer, and Emergency Medical Services Chief Joe Kammann. Commissioner Hartung praised the District and said their first responders were as capable as any in the world. Commissioner Herman thanked the crew.

Commissioner Hartung noted there was a fire on September 18, 2017 that started in a construction zone and he looked forward to seeing a report about the cause of

the fire. He wondered whether changes in policy were needed and if fines should be imposed if those policies were ignored.

CONSENT ITEMS

- 17-136F** **5A** Approval of minutes from the July 18, 2017 meeting.
- 17-137F** **5B** Discussion and possible approval of a Mutual Aid Agreement between Secretary of the Air Force acting by and through the Commander, Nevada Air National Guard pursuant to the authority of 42 U.S.C. § 1856a and the Truckee Meadows Fire Protection District.
- 17-138F** **5C** Recommendation to retroactively approve (to September 1, 2017) a 5 year Clinical Education Affiliation Agreement between the Truckee Meadows Fire Protection District and the Truckee Meadows Community College for the purpose of providing internship opportunities for student firefighters, EMTs, and Paramedics.
- 17-139F** **5D** Recommendation to approve expenditures for an Employee and Volunteer Family Picnic and Appreciation Event in an amount not to exceed \$5,000.

There was no response to the call for public comment.

County Clerk Nancy Parent noted a correction needed to be made regarding Item 5A on page 6 of the minutes. The spelling of the captain's name would be changed and the language would be altered to read Captain Rytting was "working in Gerlach four times a week to engage volunteers".

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that the Consent Agenda Items 5A through 5D be approved with the noted correction to Agenda Item 5A. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 5A through 5D are attached hereto and made a part of the minutes thereof.

DONATIONS

- 17-140F** **6A** Accept a donation of \$100.00 from Veterans of Foreign Wars (VFW) Post 10053 in support of the Truckee Meadows Fire Protection District and express appreciation for the thoughtful contribution.

Mr. Scott Wilcox, service officer for VFW Post 10053, thanked the Sheriff's Office (SO) for keeping his wife safe on a recent ride-along. He presented a check for \$150 to the TMFPD and pledged to continue giving the District and the SO their support.

17-141F **6B** Accept a donation of \$1,000.00 from Burrows Paper Corporation in support of the Truckee Meadows Fire Protection District and express appreciation for the thoughtful contribution.

Fire Chief Charles Moore extended his thanks on behalf of the District. Vice Chair Berkbigler said the County was blessed with citizens who made contributions and she thanked Burrows Paper Corporation.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Items 6A to 6B be accepted.

17-142F **AGENDA ITEM 7** I.A.F.F. Local 3895 Report

Chief Moore stated Local 3895 President Ian Satterfield was deployed on a wildfire and there would not be a report this month.

PROCLAMATIONS

17-143F **AGENDA ITEM 8** Proclamation- Fire Prevention Month.

Commissioner Hartung stated fire protection was not limited to one month out of the year; firefighters lived it every day. He read the Proclamation. Chief Moore invited the public to a series of open houses celebrating Fire Prevention Month to be held on Saturday October 14, 2017 at various fire stations. There the public could meet career and volunteer firefighters. Vice Chair Berkbigler confirmed the District would advertise these open houses.

Commissioner Hartung brought up smoke detectors and Chief Moore added they were instrumental in alerting people of fire and increasing survivability. He mentioned the District partnered with the Red Cross and one of the two organizations would install a working smoke detector for free in the home of any citizen who needed it. Commissioner Hartung relayed a story about the District helping an older couple install detectors in the couple's high vaulted ceilings.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Item 8 be approved.

17-144F **AGENDA ITEM 9** A. Discussion and possible direction to staff on the Fire Chief Report to include the following items related to fire district operations:

1. Run card matrix and response zone map for Fire Response Zone 3001.

2. Annual Operating Plan for Mutual Aid between Carson City Fire Department and Truckee Meadows Fire Protection District.
 3. Ash can distribution summary.
 4. Photos of air burner “burn box”.
 5. Volunteer status and census.
- B. Career Statistics and Report for May and June 2017.
- C. Volunteer Statistics and Report for May and June 2017.

Fire Chief Charles Moore said the run card matrix item was requested by Chair Lucey and he suggested deferring the topic until the October meeting when Chair Lucey would be present. Vice Chair Berkgigler agreed.

Chief Moore reminded the Board that at a prior meeting Mr. Cliff Low brought up concerns that Carson City was charging more for services in their mutual aid agreement than the TMFPD. Chief Moore explained Carson City charged for both the apparatus and personnel in one amount while the TMFPD broke it out in two separate charges. He stated the charges were the same, only expressed differently in the agreement. He noted he could not recall a time where any organization charged another to help with a structure fire. Wildland incidents were different, but they were paid by the National Department of Forestry’s Wildfire Protection Plan.

Commissioner Hartung requested a record of mutual aid for the entire calendar year. Chief Moore responded that was easy and added the TMFPD was a heavy user of their mutual aid agreements due to the volume of wildfires.

Chief Moore stated Commissioner Hartung had requested ash cans be made available at all career fire stations. He announced that was completed and an example of a stenciled ash can was brought to the dais. He said the stencil was to denote the ash cans were being provided courtesy of the TMFPD and they were available to any citizen of Washoe County. He remarked the cans were good for both ash and oily rags. He noted incidences of fireplace ash had diminished since the program’s inception. Commissioner Herman pointed out people did not often like to take free stuff and suggested brainstorming an appropriate price to charge for the cans. Commissioner Hartung added they could set up a donation process with proceeds going back to the ash can program. When asked by Commissioner Hartung about the time frame for the statistics in Item 9A3, Chief Moore replied it was the annual total per calendar year. Commissioner Hartung reported the District distributed 42 cans to citizens of Reno and additional cans to Sparks’ residents. He stressed the importance of preventing any type of fire from occurring.

Chief Moore repeated his goal, originally mentioned at a prior meeting, was to reduce citizens’ need to burn their vegetative waste. He noted 12 fires had escaped while citizens were burning their vegetation. He stated vegetative waste was often too voluminous to fit in a Waste Management can and too expensive to take to a landfill. His long term vision was to take waste from citizens and compost it, chip it, or burn it. He

announced the District purchased a burn box which eliminated vegetative waste cleanly using air curtains.

The Health District had informed Chief Moore that the Environmental Protection Agency (EPA) declared these burn boxes type 5 appliances which required an application and approval process through the Health District. While the process was not cumbersome, the fee to apply for that permit was \$35,000. He stated the Health District and the TMFPD had common goals with the program and the staff he talked to supported eliminating or reducing the fee. Once he used the burn box, he would have to have the permit completed within a year or risk having fines imposed. He mentioned he wanted to use it for a pilot program in the fall but without first getting approval for a waived fee from the Health District, there would be risk in using the burn box.

Commissioner Hartung expressed surprise that these fees would exist when the State did not charge the TMFPD to register vehicles. He stated the burn box was an elegant solution to a problem that impacted many people, particularly those who lived on larger parcels. Chief Moore answered Commissioner Hartung's query by stating there was no cost to the TMFPD to assist people. Chief Moore admitted the EPA was the force behind the application. He did not anticipate the burn box to be classified as type 5 appliance when he purchased it, nor did he anticipate the large Health District fee. He expressed some confidence the Health District would waive the fee because the proposal would be beneficial for both departments. Commissioner Hartung added it was in the EPA's interest as well.

Chief Moore requested authority from the Board to move forward with the use of the burn box, commit to working with the Health District in their application process, and to request a waiver of the Health District's fee. Deputy District Attorney David Watts-Vial said the Board could make a motion on the burn box issue as long as they took public comment on it; they could make a second motion to accept the Chief's report. He emphasized the goal of open meeting law was to ensure the public knew about issues that could have decisions rendered so they could attend the meeting.

On motion by Commissioner Herman, seconded by Commissioner Hartung, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was authorized that Chief Moore could use the burn box and work with the Health District on the application process and the waiving of their fee.

Chief Moore reported the District was making great progress with recruitment and many volunteers were undergoing physicals or enrolled in training. He was considering a firefighting academy in the fall, perhaps in conjunction with other agencies.

On motion by Commissioner Herman, seconded by Commissioner Hartung, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Items 9A2, 9A4, and 9A5 be accepted.

Chief Moore said he would let the reports provided for items 9B and 9C stand unless there were specific questions.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Items 9B and 9C be accepted.

There was no public comment on any part of Agenda Item 9.

17-145F **AGENDA ITEM 10** Discussion and possible direction to staff regarding an analysis of the response to a 2016 structure fire in Verdi. (All Commission Districts)

Fire Chief Charles Moore stated he retained Mike Brown, President of the State Chiefs Association, to perform an analysis of the TMFPD's response to the Verdi fire in August 2016. He noted he had engaged Emergency Services Consulting International (ESCI) to do so but he was dissatisfied with their inadequate report. He noted the ESCI's findings were attached with the staff report.

Retired Fire Chief Mike Brown wished his report was complete but said it was hard to schedule interviews with some of the agencies as they were tending to wildfires. He anticipated having the report completed by the October meeting.

Chief Brown indicated all documents, dispatch records, and tapes had been reviewed. He had dialogue with members of the TMFPD, the fire suppression personnel involved in the incident, battalion chiefs, captains, medics, and operators, as well as members of the Verdi volunteer fire department. He mentioned a well-attended community meeting was held at the Commission Chambers with Commissioner Herman and Chair Lucey present. He participated in a site visit of the home and nearby subdivisions that could have similar concerns.

Chief Brown said the final summary would include a breakdown of time from the initial 911 call to when the last piece of fire equipment was removed from the site. It would contain notes on how long it took each piece of equipment to arrive on the scene, the task that piece of equipment performed, and which personnel operated it. He said he would provide findings and recommendations for all communities facing potential threats from structure fires and wildland fires to earthquakes, landslides and floods.

He observed the safety of both the suppression personnel and the public was the primary concern. He said the most obvious issue was the lack of a water supply in the area of Verdi. He said the recommendations would include several areas of supply where firefighters could obtain water in the future. He added there was not a hydrant system in the area but there were other facilities with large amounts of water. He hoped to work with engineers, community members, and fire districts to secure a water supply.

He summarized there were ongoing meetings with agencies to discuss the shared concerns of improving fuels reduction and responses to emergency incidents. These meetings could provide opportunities to share services in the future. He acknowledged there was one station that needed significant upgrades to its septic tank and water systems in order to house volunteer firefighters. He suggested partnering with other agencies who might want to share their facility.

Commissioner Hartung asked whether Chief Brown's analysis would focus solely on Verdi or if it would include other areas of Washoe County that had water supply issues. He additionally asked whether solutions were available that would not result in great cost to taxpayers. Chief Brown responded water was an issue in communities throughout the entire County. Regarding fire suppression, he stated they had to look to the future to address incidents requiring large quantities of water. He felt the final report would help Chief Moore and other organizations with both temporary and permanent solutions.

Commissioner Hartung stated homes in other communities were required to have fire suppression systems in place which could be costly. He suggested looking at something comparable in the future because there were no easy solutions for people in rural areas. Chief Brown agreed and added there had been much discussion in the Legislature about mandatory fire suppression systems which originated from counties in the south. He commented it would be a dream for every home to have that type of system installed, although he acknowledged the idea was sometimes met with resistance.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that the ESCI report be accepted.

17-146F **AGENDA ITEM 11** Recommendation to approve for the Truckee Meadows Firefighters Association Local 3895 employees a 6% Salary Adjustment in base wage effective July 1, 2017 and a 1% Salary Adjustment in base wage effective January 1, 2018. The Fiscal 2017/2018 impact is estimated at approximately \$845,000.

Fire Chief Charles Moore announced the District and Local 3895 came to an agreement on the salary adjustment. He noted the adjustment would put the wages of the firefighters very close to those of other regional agencies in an effort to attract good employees. It was his understanding that Local 3895 ratified it.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Item 11 be approved.

17-147F **AGENDA ITEM 12** Discussion and possible action to create a Deputy Chief of Fire Prevention position to include job specification, salary range and benefits and authorization to negotiate an employment agreement to be brought back to the Board for ratification.

Fire Chief Charles Moore stated the Fire Marshal's position had been vacated as of September 1, 2017 and it was his desire to increase the scope of that position to an executive level. The person selected would be engaged in reviewing plans for fire prevention, inspecting existing occupancies, handling fuels management issues, and the public education of the community. He was seeking an executive to build the program. To accomplish this he retained Ralph Andersen & Associates to execute a national recruitment for the position. He explained the new person would report to Chief Moore directly along with a future Deputy Chief of Operations.

Vice Chair Berkbigler stressed the importance of the position since the Fire Chief had to approve all growth. She remarked she did not want the District to be an excuse for a delay in development and this would address that concern.

There was no public comment on this item.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried with Chair Lucey and Commissioner Jung absent, it was ordered that Agenda Item 12 be approved. Deputy District Attorney David Watts-Vial questioned whether they were approving the specific salary increase. Commissioner Hartung clarified he approved the item as listed in the staff report; the seconder agreed.

17-148F **AGENDA ITEM 13** Announcements/Reports.

Vice Chair Berkbigler thanked the TMFPD, the City of Reno, the City of Sparks, Incline Village, and the North Lake Tahoe Fire Department for their response to the Woodchuck Fire. She relayed how impressed people were that the fire was stopped before burning any houses. Commissioners Hartung and Herman also praised the agencies. Fire Chief Charles Moore thanked the City of Reno, the City of Sparks, the Carson City Fire Department, the Tahoe Douglas Fire Department District, and Storey County. Additionally, he mentioned the Reno Police Department and the Washoe County Sheriff's Office helped residents evacuate and performed crowd control.

17-149F **AGENDA ITEM 14** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

Fire Chief Charles Moore stated no closed session would be necessary.

17-150F **AGENDA ITEM 15** Public Comment.

Mr. William T. Steward promoted the Fire Shows West event at the Grand Sierra Resort in November. He stated he had reached out to the Commissioners over the years to attend. He noted there would be classes and a health a safety wellness fair. He provided a flyer which was distributed to the Board and placed on file with Clerk.

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9:57 a.m. There being no further business to discuss, the meeting was adjourned without objection.

BOB LUCEY, Chair
Truckee Meadows Fire
Protection District

ATTEST:

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

*Minutes Prepared By:
Derek Sonderfan, Deputy County Clerk*