

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

TUESDAY

9:00 A.M.

APRIL 28, 2020

PRESENT:

**Bob Lucey, Chair**  
**Marsha Berkbigler, Vice Chair**  
**Kitty Jung, Commissioner (via telephone)**  
**Vaughn Hartung, Commissioner (via Zoom)**  
**Jeanne Herman, Commissioner**

**Nancy Parent, County Clerk**  
**Charles Moore, Fire Chief**  
**Dave Watts-Vial, Assistant District Attorney (via telephone)**

The Board convened at 9:03 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:

**20-051F      AGENDA ITEM 3 Public Comment.**

Via the Zoom app, Mr. Cliff Low, President of the West Washoe Association, thanked all first responders, especially the firefighter/paramedics in the field and their families. He acknowledged the firefighters likely had to practice more social distancing in their homes than they were able to at work, and he thanked them for the sacrifice they were making during the COVID pandemic.

**20-052F      AGENDA ITEM 4 Announcements/Reports.**

Truckee Meadows Fire Protection District Chief Charles Moore announced open burning would be closed because it was already becoming too hot and dry. He mentioned the Sun Valley cleanup day that was planned for spring would be rescheduled after the pandemic.

**CONSENT ITEMS – 5A through 5G**

**20-053F      5A Recommendation to approve the meeting minutes from the March 31, 2020 Board of Fire Commissioners Meeting. (All Commission Districts.)**

**20-054F      5B Recommendation to authorize Truckee Meadows Fire Protection District temporary employees who have successfully completed an established driver training program to drive District vehicles to support District operations. (All Commission Districts.)**

- 20-055F**      **5C** Recommendation to approve an Interlocal Agreement between Washoe County on behalf of the Washoe County Sheriff’s Office and Truckee Meadows Fire Protection District to provide testing and training connected to Self-Contained Breathing Apparatus (SCBA) equipment for the period of May 22, 2020 to May 22, 2022 with an option to extend one additional year. (All Commission Districts.)
- 20-056F**      **5D** Recommendation to approve a Motor Vehicle Accident Response Rate Schedule for Truckee Meadows Fire Protection District when responding to and providing emergency services for Motor Vehicle Accidents (MVA’s). Pursuant to NRS 474.550, this rate schedule would serve as a means of recovering expenses of the district for responding to an MVA in its jurisdiction that constitutes an emergency that threatens human life that is willfully or negligently caused by the person to be billed. Under the rate schedule proposed, accident responses would be divided into two different categories and be based on averaged costs of vehicle depreciation, equipment use, and personnel time: Tier 1 (\$300) and Tier 2 (\$500). Tier 1 responses would entail a standard response of a single engine and its crew. Tier 2 responses would entail higher level actions including but not limited to additional engines or vehicles and their crews, as well as extrications of people from vehicles. (All Commission Districts.)
- 20-057F**      **5E** Recommendation to approve an increase in the salary range for the Truckee Meadows Fire Protection District Chief Fiscal Officer job classification from \$84,217.74 - \$109,476.64 to \$101,061.29 - \$131,371.97 and authorize a 10% salary adjustment/increase (from \$109,476.64 to \$120,424.30) for the current CFO retroactively to February 7, 2020. These increases are based on the recommendations of the Korn Ferry/Hay Group (KF), which was engaged to perform an analysis of the scope of current job duties and local pay data to ensure the recommended range is fair when compared to similar positions in close geographic proximity to TMFPD. KF is recommending a 20% increase to the current base salary range, with the new midpoint reflecting the 25th percentile of the national public sector market data in KF’s database. Consistent with the range spread of the current salary range, KF is recommending that the minimum of the range be 80% of the midpoint and the maximum of the range be 120% of the midpoint. (All Commission Districts.)
- 20-058F**      **5F** Recommendation to approve revised resolution “TM07-2020 - Truckee Meadows Fire Protection District Resolution to augment the district’s FY 19/20 Capital Projects Fund capital outlay account budget from the capital projects fund beginning fund balance account budget in the amount of \$475,000 for the purpose of the purchase of property” to clarify and include all Parcel Numbers (050-220-61, 050-220-62, 050-220-63, 050-220-64, 050-220-65 and 050-220-66) associated with the purchase and to update the sources of additional resources to include the interest account available for

augmentation. This augmentation is part of the district's purchase and resolution--approved at the March 31, 2020, meeting--of the 6 acre parcel at 0 White Pelican in the Washoe Valley area for the purpose of a future new fire station and other emergency services facilities to consolidate and replace stations 30 (Bowers) and 32 (Eastlake). (Commission District 2.)

**20-059F** **5G** Recommendation to adopt guidelines for the Truckee Meadows Fire Protection District Board of Fire Commissioners agendas to identify and clarify the standards for placement of an item on the Consent Agenda. Proposals include but are not limited to limiting consent agenda to "housekeeping items" that do not require significant discussion on the part of the Board, setting a maximum amount of \$150,000 on any appropriations placed on the consent agenda, and allowing individual commissioners to pull any item from the consent agenda in order to hold a full discussion on the item. If approved, approve a resolution stating the approved standards. (All Commission Districts.)

Vice Chair Berkbigler noted she received several emails expressing concern about Agenda Item 5E. Pointing out the County was holding the line on salary increases for all other employees, she suggested holding off on that item until later in the year.

Truckee Meadows Fire Protection District Chief Charles Moore remarked Agenda Item 5E was not a merit increase, it was to bring the position in line with what it was worth. He noted he had worked on this since November and it was based on a market analysis that had been performed. He did not have time to get it on the February agenda and there was no meeting in March. He thought the budget had enough capacity to proceed on this; the study determined this is what it would take to fill the position today. He mentioned additional duties had been imposed on this position since it was created.

Commissioner Jung felt this item should be postponed until the fall or possibly the following year. She thought cuts would need to be made in the future and no position or bargaining unit should anticipate merit or longevity increases. She was not in favor of the item.

Chair Lucey said Agenda Item 5E would be pulled from the consent agenda for a separate vote.

Commissioner Hartung agreed the optics of giving any increases would not be good and he thought they should not move forward with the item. He pointed out this could continue for a protracted amount of time and suggested either holding a separate vote or pulling the item from the agenda entirely.

On the call for public comment and via the Zoom app, Mr. Cliff Low highlighted the consent agenda item which would adopt guidelines for what belonged on the consent agenda and what did not. He mentioned he had brought this idea up at a previous Board of Fire Commissioners' meeting. He noted the item would set a maximum

of \$150,000 for items on the consent agenda while allowing items to be pulled for a fuller discussion.

Chair Lucey stated both Mr. Low and Commissioner Jung had requested that item. He stated Consent Agenda Item 5E would be pulled from the agenda and asked Chief Moore to bring it back at a more appropriate date.

On motion by Vice Chair Berkbigler, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Consent Agenda Items 5A through 5G except 5E be approved. Any and all Resolutions or Interlocal Agreements pertinent to Consent Agenda Items 5A through 5G except 5E are attached hereto and made a part of the minutes thereof.

**20-060F**      **AGENDA ITEM 6** Recommendation to accept a Commission District 4 Special Fund Grant in the amount \$5,000 sponsored by Washoe County Commissioner Vaughn Hartung to support Truckee Meadows Fire Protection District's Ash Can Program and if approved, approve a resolution augmenting the Truckee Meadows Fire Protection District General Fund Budget. Since 2013, the Ash Can Program is used to provide ash cans at no charge to county residents to help reduce the risk of fire caused by improper ash disposal and improper disposal of oily rags. Cans cost approximately \$16.66 a piece, and this donation will cover the cost of approximately 300 ash cans. (All Commission Districts.)

Truckee Meadows Fire Protection District Chief Charles Moore expressed appreciation for Commissioner Hartung's support of the program, adding it was the Commissioner's idea. Chief Moore mentioned thousands of ash cans had been distributed and incidences of fire related to fireplace ash had dropped since the program's inception. Chair Lucey congratulated Commissioner Hartung for his contribution.

There was no response to the call for public comment.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 6 be accepted.

**20-061F**      **AGENDA ITEM 7** Recommendation to accept a donation of 100 N95 masks from Jenson Precast, Sparks NV and 800 N95 masks, 100 latex gloves and 400 respirator masks from A1 Automotive in support of the Truckee Meadows Fire Protection District operations and responses in relation to the Covid-19 pandemic and express appreciation for the thoughtful contributions. (All Commission Districts.)

Truckee Meadows Fire Protection District Chief Charles Moore said they were grateful for the donation, which kept the District's stock of personal protective equipment at the appropriate level to sustain operations. Chair Lucey acknowledged the support from community businesses and thanked Jenson Precast and A1 Automotive.

There was no response to the call for public comment.

On motion by Commissioner Herman, seconded by Vice Chair Berkbigler, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 7 be accepted.

**20-062F**      **AGENDA ITEM 8** Fire Chief Report:

A. Informational briefing on operational matters and activities for the month of March and April 2020 to include the following items:

1. Hidden Valley Station 37 development update to include discussion regarding a possible acquisition of 5335 Pelham and sale of 5445 Pelham.

2. Correspondence Regarding Off Duty CPR Save.

3. Review of TMFR Readiness Through the Pandemic and COVID Testing Plans for Staff.

4. Discussion and Informational Briefing on SAFER Grant Opportunities.

5. Wildfire Season Preparedness.

B. Commissioner Dashboard: Status update on ongoing Commissioner requests of the Fire Chief.

C. Review of recent critical calls response statistics for February 2020 to include Mutual and Auto Aid for our regional partners.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore stated he was contacted by the owners of the property at 5335 Pelham Drive, who were moving out of state and wanted to know whether the TMFPD would be interested in purchasing the residence. He reminded the Board the District had purchased 5445 Pelham Drive to be used as a crew quarters, but pointed out that property would require \$100,000 in renovation costs and it was located further away than 5335 Pelham Drive. He wanted approval to negotiate with the owners of 5335 Pelham Drive to purchase their residence and then list the other property for sale. He thought this would save the District money or be cost neutral at the worst. He listed the following benefits for the new property: its use of the sanitary sewer system; its location out of the flood plain; and the inclusion of an RV garage large enough for a fire truck, eliminating the need to build a temporary garage. He estimated it would result in at least \$150,000 to \$160,000 in savings. He mentioned it would cost the District \$2 million just in fill dirt to take the 5445 Pelham Drive property out of the flood plain. This would be an elegant solution. He planned to have a market analysis performed on both homes and return to the Board in June for consideration. He wanted the assurance that no Commissioners had an issue before proceeding.

Chair Lucey thought this was a smart idea based on the close proximity, and he encouraged the Chief to move forward.

Chief Moore highlighted correspondence regarding the heroic actions of Fire Captain Brad Noble and Washoe County Sheriff's Detective Jessica Troup. He wished to publicly honor everyone associated with the emergency at a later meeting.

Deputy Chief Alex Kukulus acknowledged the COVID-19 (C19) pandemic created a difficult adjustment for the TMFPD and expressed appreciation for the whole District, but especially the infection control officers. He mentioned a firefighter had been living in an RV for a month to isolate from his family. He reviewed the administrative changes that had been made: the use of full personal protective equipment (PPE) by all firefighters making contact with patients; daily medical screenings for the crew; a pause in responding to low-acuity medical calls; the decision to limit initial patient contacts to only the paramedic and not involve other crew unless necessary; and a halt to station visits and ride-alongs. Additionally, travel was restricted and any personnel who traveled off-duty was now required to quarantine for 14 days upon return. This was imposed in response to a firefighter getting diagnosed with C19 after traveling.

Deputy Chief Kukulus stated drawdown plans were created in case stations needed to close, but he did not anticipate needing them anytime soon. He displayed a graph about TMFPD call volume, a copy of which was placed on file with the Clerk, explaining the calls represented patients where the TMFPD arrived on scene. He felt it was a productive change to no longer respond to low-priority calls.

Via the Zoom app, Division Chief Joe Kammann reiterated some of the steps that were being taken to address the pandemic, saying the data was compiled on spreadsheets to allow consistency with Centers for Disease Control and Prevention recommendations. He noted any symptomatic employees received testing; results were usually obtained the same day and there was a plan in place for C19 antibody and follow-up testing. He said the District was fortunate to have a stockpile of PPE from prior medical outbreaks, which he estimated would last for several months. He mentioned the implementation of both high efficiency particulate air filtration on all high-risk airway procedures and a recon method to determine how many personnel were required for patient care. He reviewed the types of PPE and cleansers that were being used. He added the District was able to provide PPE to other local fire agencies, high-risk citizens, the Washoe County Senior Center, and the Verdi VFW.

Commissioner Jung wondered whether the District had enough remaining PPE to offer it to other VFWs in the area since most people who attended VFWs were seniors with pre-existing conditions. She thought the current clean approach being used should continue after the pandemic, and she wanted to know the cost and best practices to ensure all staff and apparatus were always safe. She recognized there could be contractual issues as well as issues with the Regional Emergency Medical Services Authority (RESMA). She thought the practice of sending firefighters on every call was antiquated, which she felt was REMSA's job. She understood the importance of giving paramedics time to practice their skills in the field, but she felt sending firefighters out on every call would wear down the apparatus while exposing staff to diseases and burning them out.

Chair Lucey mentioned Commissioner Jung worked tirelessly with Fire Captain Derek Reid on the Northern Nevada Peer Support Network. He thought the mental health of firefighters and patients often went unnoticed. The Network continued to check in with staff with weekly phone calls. He praised the work done on the program.

Chair Lucey asked which uniforms and provisions were being worn by firefighters who visited citizens' residences. He expressed concern not only with firefighters being exposed but also unknowingly carrying infection into people's homes. He inquired about how uniforms were being sanitized. Division Chief Kammann replied they were limiting the number of people responding to calls by allowing just firefighter/paramedics to make initial patient contact in full PPE consisting of gowns, goggles, gloves, and masks. These were removed and disposed of after each call. He also confirmed Chair Lucey's assertion that biohazard waste bags were being used to dispose of the equipment.

Commissioner Hartung mentioned he had been on several peer support phone calls and mentioned the goal was to widen the scope of the program to incorporate all agencies. He said Captain Reid would give an update at an upcoming meeting. He commented the program worked with first responders and hospital workers.

Chief Moore noted the period for Staffing for Adequate Fire & Emergency Response (SAFER) grants was open; one grant program was for career firefighters and the other was for volunteer retention and support. He admitted there would be costs for additional firefighters if they were successful in obtaining the grants, which made him anxious since the District was trying to be cautious. He clarified there was no cost to apply for the grants other than staff time. He expressed excitement to apply for the volunteer grant since he saw great need in the volunteer program. Through the grant, they could consider volunteer stipends and hiring an additional volunteer recruiter.

Commissioner Jung asked whether there was a required length of stay for firefighters who were hired in order to receive the SAFER grant. Chief Moore responded the employees needed to be employed for at least three years. The grant would only pay for a portion of the salary and not for benefits.

Commissioner Jung wondered whether the District was examining what other regional partners were doing in this matter. She expressed concern about clawback provisions and recalled prior negative experiences with past programs which put employees with longer seniority at risk. She thought the Chief should do what he thought was best for volunteer and career firefighters, though she expressed caution about free money which sometimes ended up costing more in the end. She said she would support the Chief.

Vice Chair Berkgigler agreed with Commissioner Jung and said federal financial issues after the C19 pandemic needed to be considered. She was unsure whether SAFER grants would continue to be offered.

Commissioner Hartung inquired about the next opportunity to apply for a SAFER grant. Chief Moore responded the application period would open up the same time the following year. Commissioner Hartung suggested holding off and determining what might happen with the economy. He expressed concern about maintaining current staffing levels if the pandemic became protracted.

Deputy Chief Kukulus announced open burning had been suspended for the rest of the season. A notice was put out that the District would return to a full brush response as of May 1, as they typically downgraded their response in the offseason. He said the notice was a result of increased fire activity. He commented they established a new fuels division and hired a new fuels chief. Recalling a Dozer Program started by the TMFPD the prior year, he mentioned additional personnel had been trained to operate the machines and he anticipated the program would soon be running at full capacity.

Deputy Chief Kukulus stated the District was always fairly aggressive in its wildfire responses and they wanted to increase that this year. On red flag days, he said, they were considering implementing task forces in addition to their regular response. Lastly, the District anticipated C19 impacts to last throughout the summer, which would require crews to be more self-sufficient to keep them from having to interact with each other. He mentioned there would be a larger dependence on heavy equipment like dozers and aircraft.

Commissioner Jung asked for an update about the training of wildland firefighters who came into the region to help the District fight fires. She believed the TMFPD was the expert on the wildland urban interface and she felt Chief Moore should continue to prioritize homes first, even amidst criticism of that decision. She lauded Chief Moore and Deputy Chief Kukulus' aggressive approach and expertise, adding that the Board valued citizens' homes.

Chair Lucey expressed fear that there would be a massive influx of people to wildland areas once the Governor lifted his stay-at-home order. He expected a massive wildfire season because of the precipitation in March and April. Given the furloughs within the Bureau of Land Management and the United States Forest Service, he thought it would fall to the TMFPD to respond to brush and wildland fires. This could result in longer response times. He noted a number of citizens were already shooting in the Virginia foothills and in areas near Toll Road. He thought it was up to the Board to educate the public and ask them to help reduce the chance of a bad fire season.

Chief Moore asked whether there were any questions about Items 8B or 8C, but there were none.

Commissioner Herman remarked she discovered a piece of land with a quarry on it which she thought could be a space for shooting. She said she would give the information to Chief Moore, and a copy was provided to the Clerk for the record. She described the area surrounding the property and said it had little vegetation and great access.

On the call for public comment, County Clerk Nancy Parent read an email from Mr. Thomas Daly regarding Agenda Item 8A1. In it, Mr. Daly stated the plan for improvements to Station 37 already saved taxpayers over \$2 million compared to the cost of a new station. He felt the purchase of both Pelham Drive properties would either be a cost-neutral transaction or result in savings. 5335 Pelham Drive contained an RV garage



which would obviate the need for a temporary building while the new apparatus bay structure was constructed. He praised Chief Moore for these savings, especially since the District would face a decline in consolidated tax revenue because of the C19 crisis. He urged the Board to approve the transaction.

On motion by Vice Chair Berkbigler, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 8 be accepted.

**20-063F**      **AGENDA ITEM 9** Presentation, discussion and possible direction to staff on the status of Fiscal Year 2019-20 budget with expected General Fund expenditures of \$30,765,997 and an estimated ending fund balance of \$8.5 Million Fiscal Year 2020-21 Tentative Budget with proposed General Fund expenditures of \$33,540,729 and an ending fund balance of \$4.8 Million for Truckee Meadows Fire Protection District. (All Commission Districts.)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore conducted a PowerPoint presentation, a copy of which was placed on file with the Clerk. He reviewed slides with the following titles: Financial health; Budget Goals FY 20/21; and Projects.

Chief Moore explained the District was in a strong position with regard to their General and Stabilization Funds. He mentioned the TMFPD could draft a Resolution that would require Board approval on any expenditures from the Contingency Fund. He pointed out the District could control its expenditures but not what happened to the its revenue stream. He thought the budget needed to be monitored monthly or even weekly, and they needed to be conservative until the economy improved. He did not anticipate any layoffs because the District had a lot of money. He sought guidance from the Board on how to use the Reserve Fund; they would make quarterly presentations to the Board to update them on how the District was doing. A loss of consolidated tax (C-tax) would speed up the depletion of the Reserve Fund.

Chief Moore indicated there were a number of projects the District wanted to do without incurring significant costs. He felt the wildland fuels division would be a great benefit to the Commissioners' constituents and he praised Deputy Chief Alex Kukulius for spearheading the project. He anticipated the division would be funded entirely through grants, some of which he reviewed. He wanted to see the completion of a repair shop rather than sending vehicles to outside vendors, which could take weeks. This would involve hiring another mechanic, but it would also reduce the amount spent on contracted services. Regarding the ladder truck, he said it was ready to go but the District put a hold on training due to the pandemic. Lastly, he said the bulk of the money for the Peer Support Program was for a clinical psychologist.

Chief Fiscal Officer Cindy Vance reviewed slides with the following titles: Budget Plan FY 19/20 and Budget Plan FY 20/21 (4 slides). She stated the largest impact would be to the C-tax, resulting in a 15 percent reduction in fiscal year 2020 and 16 percent in 2021. She noted the State of Nevada only posted the C-tax distribution through January

and the numbers for April would not be available until June. Some of the decrease was offset by revenues that had budgeted extremely low; some of the total projected annual amounts had already been collected.

Ms. Vance indicated the money for the three positions that would no longer be filled would be placed into the Contingency Fund, which could then be used if revenues normalized sooner than expected. She remarked some services and supply costs that were in the Capital Fund were moved back into the General Fund; this would be more clearly defined in a Resolution to be heard by the Board the following month. While some services and supplies would increase in the proposed budget, they would decrease overall because there would be less to transfer into the Capital Fund.

Ms. Vance mentioned the TMFPD had a higher beginning fund balance than most governmental agencies. She said there were three overhire positions after the tentative budget was filed with the State and one recent retirement left additional vacant positions. She commented the District had an NV Energy grant which paid for positions and services, and she planned to use those funds in lieu of using TMFPD staff. The cost of fleet maintenance services and supplies was relatively flat due to the reduction of some services and moving some of the items from the Capital Fund to the General Fund. She anticipated using the NV Energy grant to help with fuels division positions.

Ms. Vance opined the 7 percent increase for health care costs was conservative, but they would not know precise figures until August or September. She noted there was a significant change in the actuarially-determined contribution for other post-employment benefits (OPEB); it had been \$450,000 the prior year but it increased to over \$1 million. She acknowledged that might have to wait. She pointed out most of the budgetary increases were based on labor agreements, which would be step increases. Some of the new positions were expected to be offset by vacancies, new grants, and reduced overtime.

Commissioner Hartung asked why there was such a large increase in OPEB costs and inquired about staving off those payments. Ms. Vance responded the OPEB was valued by an actuary who implemented a change in assumptions about earnings and health trends; those assumptions changed the contributions. She said they hoped to maintain an 80 percent funded ratio like they had in 2018, but that dropped down to 50 percent with the changes in assumptions. She contested they were in a better position than many governmental agencies. Regarding holding off on payments, she said it was good to be funded on future liability costs but not detrimental to postpone or lower payments for a year or two.

Commissioner Jung asked what percentage of the District's budget was made up of C-tax and property tax. Ms. Vance responded two-thirds of the budget was funded by property tax and one-third by C-tax.

Commissioner Jung thought wildland and fuels management should be considered mission-critical programs and they needed to be funded, even if the District

started without having grants in place. She agreed with the Chief about using an internal mechanic shop as it would extend the life of the vehicles. This was also a mission-critical project. She praised the Chief and his staff for not contracting out many of these tasks since the District only had its revenue to work from. She said the TMFPD was formed because they wanted a fund with real parameters to be spent by subject matter experts. She praised the Chief for running a conservative business, which she thought would benefit all constituents.

On the call for public comment, County Clerk Nancy Parent read an email from Mr. Thomas Daly. In it, he said the expected reduction in revenues required modifications to the typical budget. He noted Chief Moore proposed deferrals of some expenditures in the next two fiscal years while maintaining current service levels. He indicated the Federal Emergency Management Agency (FEMA) announced an additional \$100 million for a firefighter grant to assist fire departments dealing with the COVID-19 crisis. He reviewed other FEMA grants and their applicability to the TMFPD. He urged the Board and District staff to seek all grant opportunities to ease the impacts to the budget. He thanked the Chief and his staff for keeping everyone safe.

Commissioner Herman moved to accept the report, seconded by Vice Chair Berkgigler. Assistant District Attorney Dave Watts-Vial reviewed the motion and said there was a second clause in the staff report which discussed the tentative budget for fiscal year 2020/21 as well. He asked whether the motion included both aspects of the report. Both the mover and seconder agreed it did.

On motion by Commissioner Herman, seconded by Vice Chair Berkgigler, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 9 be accepted and the expenditures for the tentative budget for fiscal year 2020/21 be approved.

**20-064F**      **AGENDA ITEM 10** Recommendation to utilize two or more hours of staff time to research, conduct analysis and prepare staff reports on an in-depth account on Staffing for Truckee Meadows Fire Protection District for the last 8 years (since inception July 1, 2012) to include number of employees and cost for each station and cost savings from creating additional full time positions versus overtime as requested by Commissioner Jung. The estimated amount of staff time needed to fulfill this request is 24 hours at an approximate base cost of \$2,200, which does not account for possible overtime or district contributions to the Nevada Public Employee Retirement System. (All Commission Districts.)

Truckee Meadows Fire Protection District Chief Charles Moore stated this item was requested by Commissioner Jung and Chair Lucey. He thought this would not take long and he could have answers at the June meeting.

There was no response to the call for public comment.

On motion by Commissioner Jung, seconded by Chair Lucey, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 10 be approved.

**20-065F**      **AGENDA ITEM 11** Recommendation to approve a 3-year contract in accordance with NRS 474.580 with Nevada Energy for the purpose of elimination of fire hazards to be paid to Truckee Meadows Fire Protection District (TMFPD) on a “time and materials basis” which includes personnel and equipment costs in an estimated amount of approximately \$1,748,625. The final amount will vary depending on services rendered. Services to be performed by TMFPD will consist primarily of vegetation management of ground fuels, such as clearing brush and other debris, within NV Energy service territory to reduce fire hazards and create combustible free space, as well as stand-by services when NV Energy is engaged in high fire risk activities. (All Commission Districts.)

Truckee Meadows Fire Protection District (TMFPD) Deputy Chief Alex Kukulus said he was very excited about the program, which would be one component of the fuels division. He mentioned the Sierra Fire Protection District had a fuels program but that dissolved at the time of the merger with the TMFPD. A program has been needed for a while. He noted the District collaborated with NV Energy and Mark Regan for six months to work on the contract. He said they considered this a public private partnership and NV Energy proposed funding a squad boss and five crew members, as well as the apparatus and equipment for the program. Further, they expressed interest in expanding it in the future. He added the TMFPD would work in collaboration with three other agencies on this program.

Deputy Chief Kukulus indicated some of the proposed work was part of the 2018 International Wildland-Urban Interface Code, which required fuels abatement around utility lines and poles. He said the TMFPD was happy to participate because it was a mutually advantageous program. NV Energy would define what areas needed work and the TMFPD would use the same project work to benefit the District. He provided the example of a fire line placed because of a power line would also protect that area against a fire spreading down a hill. Additionally, crew members would be TMFPD employees who could be shifted to greater priorities if necessary.

Deputy Chief Kukulus said this first step would fund five employees and the District was also pursuing Federal Emergency Management Authority grants. He envisioned one day having four squads of five employees who would be deployable quickly during fire season and still able to do the work with NV Energy in the interim. He noted one of the provisions in the contract required that the District review cleared areas after they were completed, and NV Energy would review them with the use of drones before signing off on the work. The TMFPD would not perform all the work, especially in areas where certified arborists were needed. He mentioned the fuels division chief would be introduced at a later meeting. The Deputy Chief stated there were 26,148 poles and 1,076 miles of power lines in the TMFPD’s district, so not every area would be treated. Even though the contract was for three years, he anticipated the project lasting a decade or more.

Regarding concerns about ethics, Vice Chair Berkbigler said a legal opinion was received by counsel that the contract was fine.

Commissioner Jung said the District could not do this and still be responsible for being the first on the scene. The District was moving toward being preventative rather than reactive. She approved this since she thought a fuels management team would be doing more of this anyway.

On the call for public comment and via the Zoom app, Mr. Cliff Low mentioned he sent an email to Chief Moore but explained it was not to suggest the fuels management program with NV Energy should not happen. He meant to voice his concern that the TMFPD had adequate legal protections in place, citing PG&E's bankruptcy due to lawsuits as a result of fires in California. Chief Moore's response, he noted, mentioned the contract had been reviewed by risk management, the District Attorney, and an insurance broker, which he felt were positive steps. He pointed to the indemnification clause in the contract, which limited NV Energy's indemnification to \$100,000 per claimant pursuant to the Nevada Revised Statutes. He added that was currently being challenged in connection with the Little Valley Fire. He thought the fuels management program was good and even overdue but urged the Board to speak with NV Energy representatives about what they were doing differently since the California fires. He thought oversight was needed.

\* \* \* \* \*

Several tries were made to contact Mark Regan at NV Energy via Zoom, but they were unsuccessful.

On motion by Commissioner Jung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 11 be approved.

**20-066F** **AGENDA ITEM 12** Recommendation to authorize the Chair to execute an agreement with Colliers International to negotiate a sublease on behalf of Truckee Meadows Fire Protection District for approximately 10,000 square feet of warehouse space located at 1315 Greg Street, Suite 105, for a commission of 7.5% of the rent for the entirety of the term, which is currently leased by Truckee Meadows Fire Protection District for logistics warehousing and fleet maintenance and authorize the Chair to sign and execute any related documents. The property is no longer needed by the district because of the district's new lease and relocation of warehousing, fleet and administration to 3663 Barron Way, and a sublease will offset the rent and other charges paid by the District to the lessor each month (currently \$8,083). The sublease would constitute a partial disposition of property no longer needed by the district under NRS 474.470(7), and it would cover or partially cover the remainder of the district's lease term. Which expires in December of 2021. (All Commission Districts.)

There was no response to the call for public comment.

On motion by Commissioner Jung, seconded by Vice Chair Berkbigler, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 12 be authorized.

**20-067F**      **AGENDA ITEM 13** Announcements/Reports.

Commissioner Herman thanked Chair Lucey for obtaining facemasks for seniors.

**20-068F**      **AGENDA ITEM 14** Public Comment.

On the call for public comment and via the Zoom app, Mr. Cliff Low implored the Board, either as County Commissioners or Fire Commissioners, to exercise oversight on NV Energy. He suggested they ask NV Energy to make a presentation before one of the boards to explain what they had done relative to their equipment and other steps to protect the public, since fuels management was meant to minimize the effect of a malfunction or problem with NV Energy's equipment.

\* \* \* \* \*

**10:35 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*