

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

TUESDAY

9:00 A.M.

NOVEMBER 10, 2020

PRESENT:

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

Janis Galassini, County Clerk
Charles Moore, Fire Chief
David Watts-Vial, Deputy District Attorney (via Zoom)

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:

20-153F **AGENDA ITEM 3** Public Comment.

There was no response to the call for public comment.

20-154F **AGENDA ITEM 4** Announcements/Reports.

Truckee Meadows Fire Protection District Chief Charles Moore said green waste pile burning was slated to begin in December and would continue through January or February 2021. An announcement would soon be released regarding whether owners with large properties would be allowed to burn green waste on their land.

Commissioner Hartung expressed appreciation for a letter of support for an advanced signal warning system to be installed near the intersection of Pyramid Highway and Calle de la Plata. An update was expected from the Nevada Department of Transportation regarding the possibility of installing systems along the entire Pyramid Highway corridor, as well as in the Mount Rose Highway area. Commissioner Hartung expressed a desire to work proactively on any potential safety issues.

Commissioner Jung wondered whether a permit would be required for the open burning mentioned by Chief Moore and what the minimum acreage required for property owners to burn green waste on-site would need to be. She requested a presentation about the upcoming season from the National Weather Service, and she indicated some uncertainty regarding the cost versus benefits of allowing green waste to stay on the land and dry out.

Chair Lucey noted the green waste collection event recently held in Hidden Valley was well-attended, with many individuals taking advantage of the opportunity to improve their defensible space. He expressed appreciation for the staff who helped with the event and gratitude for the recent precipitation in the region after a long period without rain. He mentioned an update from the U.S. Forest Service regarding pile burning and prescribed burns in the Lake Tahoe Basin.

CONSENT ITEMS – 5A through 5D

- 20-155F** **5A** Recommendation to approve the meeting minutes from the October 6, 2020 Board of Fire Commissioners Meeting.
- 20-156F** **5B** Recommendation to authorize the sale of 2 surplus 1996 HME Fire Engines in “as is” condition from the Truckee Meadows Fire Protection District to the Storey County Fire Protection District in the amount of \$10,000 each for a total of \$20,000. These fire engines have reached the end of their useful life pursuant to the District’s fire engine replacement schedule. (All Commission Districts)
- 20-157F** **5C** Recommendation to approve a Notice of Cancellation for the regularly scheduled Truckee Meadows Fire Protection District Board of Fire Commissioners meeting on December 1, 2020 at 10 a.m. and reschedule the meeting for December 15, 2020 at 9 a.m. (All Commission Districts.)
- 20-158F** **5D** Recommendation to approve Public Records policy and Fee Schedule which allows for the recoupment of actual costs as provided in NRS Chapter 239. (All Commission Districts)

Truckee Meadows Fire Protection District Chief Charles Moore stated the December 1 meeting would be rescheduled to December 15, as the District’s audit could not be presented any earlier.

There was no public comment on the Consent Agenda Items listed above.

On motion by Commissioner Hartung, seconded by Commissioner Herman, which motion duly carried on a 4-0 vote with Vice Chair Berkbigler absent, it was ordered that Consent Agenda Items 5A through 5D be approved.

- 20-159F** **AGENDA ITEM 6** International Association of Firefighters, Local 2487 Report.

Truckee Meadows Fire Protection District Chief Charles Moore confirmed there was no representative available from the International Association of Firefighters to provide a report.

There was no response to the call for public comment.

20-160F

AGENDA ITEM 7 Awards, Recognition and Promotional Announcements and introduction of New Employees.

Awards and Recognition

Lifesaving Medal: Firefighter/Paramedic Travis Johnson
Fire Engineer Christopher McNaught
Fire Captain Brad Noble

Medal for Bravery: Fire Captain Brad Noble

Chief's Medal of Commendation: Hector Henriquez, Q&D
Construction

Promotional Announcements and Badge Pinning

Division Chiefs: Chris Ketring
Joe Schum

Battalion Chiefs: Martin Johnson
Derek Reid

Squad Boss: Nick Welsh
James Murphy

Crew Boss: John McInturff

Introduction of New Employees and Badge Pinning

Crew Members: Joe Eguen
Juan Saldana
Chad Perkins
Cameron Moore
Adrian Martinez
Lauren Im
Jose Gonzalez

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore stated that, during the recent Poeville Fire, Fire Engineer Chris McNaught and Firefighter/Paramedic Travis Johnson had been sent to Meyers Road, directly in the path of the fire. During suppression efforts, they encountered an individual on the front porch of his residence who had not evacuated. With wind speeds around 50 miles per hour and heavy smoke obscuring visibility to near zero, the staff members helped the resident to safety just as his home began to catch on fire. Chief Moore presented Mr. McNaught and Mr. Johnson with the Lifesaving Medal, emphasizing their quick actions had almost certainly saved the gentleman's life.

Next, Chief Moore explained that, as Mr. McNaught and Mr. Johnson rescued the aforementioned gentleman from his porch, Mr. Noble entered the residence to

discover an elderly female who was unaware the home was on fire. While the woman expressed a desire to collect some belongings, Mr. Noble recognized there was no time to do so and carried her out of the house to safety. Chief Moore presented Mr. Noble with the Medal of Bravery for his actions.

In a separate incident, Chief Moore continued, there had been a cardiac arrest at the South Reno Athletic Club while Mr. Noble was working out. After realizing a gentleman had collapsed, Mr. Noble, a paramedic, took over cardiopulmonary resuscitation and directed a Sheriff's Deputy who was present to retrieve the facility's automated external defibrillator (AED). Using the AED, Mr. Noble was able to bring the man back, which Chief Moore noted was an impressive feat. The Chief presented Mr. Noble with the Lifesaving Medal and stated the individual who suffered the heart attack was still alive to tell his story because of Mr. Noble's actions.

The individual in question, Mr. Al Babb, explained how fortunate he felt that Mr. Noble happened to be in the athletic club at the time of his heart attack. Mr. Babb was certain he would not have survived if not for Mr. Noble's efforts, and he indicated there were no words to adequately convey his appreciation. Chair Lucey said it was an honor to have Mr. Babb and his family in the Chambers to support Mr. Noble as he received the award. The Chair thanked Mr. Noble for the hard work, time, and effort put into his job, whether on duty or off.

Commissioner Hartung recalled Chief Moore's ongoing efforts to place a paramedic on every crew, saying there were now many trained paramedics throughout the TMFPD as a direct result. Commissioner Hartung expressed pride in the District and its staff.

Chief Moore announced the promotion of Division Chiefs Chris Ketring and Joe Schum. Chief Moore stated Mr. Ketring, a longtime staff member, would be promoted to Division Chief of Operations, a role in which he would oversee day-to-day activities and staffing, as well as ensure firefighters had access to the equipment they needed. Chair Lucey congratulated Mr. Ketring on his promotion, and Mr. Ketring relayed his excitement at beginning his new role. After 20 years with the District, he looked forward to watching the TMFPD continue to progress.

Chief Moore explained that Mr. Schum, who had been unable to attend the meeting, would be promoted to Division Chief of Administration. Mr. Schum had previously been Chief Moore's training officer at the Eagle Fire Protection District in Colorado, and Chief Moore praised Mr. Schum as an amazing individual with excellent attention to detail.

Chief Moore announced Fire Captains Marty Johnson and Derek Reid would be promoted to Battalion Chiefs; Chief Moore and Chair Lucey congratulated them both. Mr. Reid felt honored and humbled, recalling how he had begun his career as a paramedic in 1994, and indicated he was pleased to continue serving and being a part of the community. Mr. Johnson stated it had been his honor to serve the citizens of Washoe

County and he looked forward to continuing his service in the future. Chair Lucey remarked that continued growth and succession within the organization were exactly what the District needed, and the staff members being promoted were the epitome of quality and service, both on and off the job. He thanked them for their commitment.

Chief Moore spoke about the Department's new Fuels Crew, which had begun just a few months prior. He indicated some of the crew already demonstrated skill and excellence worthy of promotion, such as Nick Welsh and James Murphy, who would be promoted to Squad Boss positions. Mr. Murphy, he noted, was currently in California providing mutual aid assistance. Chief Moore also stated Squad Boss John McInturff would be promoted to Crew Boss. The Chief and Chair Lucey congratulated the staff members and expressed appreciation for their dedication.

Chief Moore welcomed the District's newest employees: Joe Eguen, Juan Saldana, Chad Perkins, Cameron Moore, Adrian Martinez, Lauren Im, and Jose Gonzalez. The Chief noted that Division Chief August Isernhagen had worked to put together the new fuels and green waste crews, and the new hires were a direct result of Mr. Isernhagen's hard work.

***9:26 a.m. Vice Chair Berkbigler arrived.**

Chair Lucey congratulated the District's new and newly promoted staff members, saying they were the life of the organization, and he thanked the family members who attended the meeting to support their loved ones. The Chair stated it had been a difficult and challenging year, both with the fire season and the COVID-19 pandemic, but the District's strong staff members made the difference. He thanked everyone for being a part of the TMFPD family and hoped they would all enjoy long and prosperous careers with the District.

Chief Moore advised there was one more award, but the recipient was not able to attend the meeting. The Chief described how citizen Hector Henriquez had been driving a water truck in Sun Valley on June 23 when he noticed a fire in progress near an apartment complex. Thinking quickly, Mr. Henriquez drove the water truck to the site and used it to keep the fire from advancing until fire crews arrived. For his actions, Mr. Henriquez would be presented with the Chief's Medal of Commendation.

There was no response to the call for public comment.

20-161F

AGENDA ITEM 8 A. Informational briefing on operational matters and activities for the month of October and November 2020 to include the following items:

1. Fire Station Development Update
 2. Quarterly Budget Update
 3. Delivery of Type V Brush Engines and 3000 Gallon Water Tender
 4. Report on the 911 System Impairment
- B. Commissioner Dashboard: Status update on ongoing Commissioner requests of the Fire Chief
- C. Review of recent critical calls response statistics for September 2020 to include Mutual and Auto Aid for our regional partners.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore stated the proposal for development of Fire Station 37 had recently been presented to the South Valleys Citizen Advisory Board, and a decision from the Board was expected on December 4. He hoped groundbreaking would begin in April or May of 2021 if the project was approved. The Chief noted the cost of the project's construction had been calculated a few years prior, and staff was somewhat surprised by recent construction cost increases. The added costs would require some supplementation but were not expected to slow the project down. The process of envisioning the new consolidated fire station in Washoe Valley and the proposed improvements to the property on Barron Way would also soon begin. He explained the District hoped to purchase the three-acre Barron Way property and utilize the land behind the building for training props and operations.

Cindy Vance, Chief Fiscal Officer, provided a brief update, noting the first quarter fiscal review of the General Fund through September 2020 had been provided to the Board in their packets. She stated the District was still in a good financial position, with revenues at about 26.4 percent of the budget, as expected. Charges for services and Gaming Tax revenue were higher than anticipated; the District had collected \$35,000 in the first quarter. Property taxes were down approximately 2 percent over the previous year, which was not significant, but staff would continue to monitor this. The consolidated tax revenue posted in the first quarter was \$752,000, representing a 6 percent decline from the previous year, but not as much of a decline as expected. Expenses were at 21.7 percent with the largest line item being salary and benefits. She noted the District's pay schedule ran about two weeks behind. Ms. Vance said there had been several fires during the season, but those costs had posted to the Emergency Fund.

Chief Moore mentioned it appeared as though the District would finish the fiscal year with an excess of approximately \$2.8 million, to be confirmed by auditors on December 15, at which time staff would present recommendations to the Board on how the surplus could be allocated. He anticipated some would go to capital improvements and some to other post-employment benefits (OPEB). The District was expected to receive some additional monies for OPEB funding, but there were a few other items staff wished to strengthen. Overall, he said, the TMFPD was in a good financial position.

Chief Moore called the Board's attention to the new Type V engines parked outside, saying some would be used by the fuels crew while others would be sent to fire stations. He reminded everyone they had been funded in part by NV Energy and not purchased entirely with taxpayer money; NV Energy, he said, had been a great partner in the District's fuels work around the region.

Chair Lucey wanted to know whether the Type V engines would respond to brush fires, and he asked about water pumping and the stations they would be assigned to. The Chief answered that three engines would be used by the fuels crew and the remaining three would be sent to Station 37 in Hidden Valley, Station 39 in Joy Lake, and Station 45 in Sun Valley; all of them would respond to brush fires in the upcoming season. Chair Lucey said the new engines were impressive.

Commissioner Hartung reiterated his desire to see an engine placed at Station 46 in the future. He believed the region had been lucky recently but still experienced several concerning incidents. Chair Lucey agreed, indicating the northern battalion's large call volume warranted more resources, and the area would benefit from having a fast vehicle at Station 46 which could respond quickly to incidents, even if it meant the District might have one fewer engine in the south.

Chief Moore introduced Dispatch Supervisor Jen Felter, who joined the meeting via telephone to discuss the recent 911 system impairment on September 28, 2020 which affected 14 states. The disruption lasted approximately 77 minutes, Ms. Felter said, and was an outage of the Intrado emergency telecommunications system which had occurred when attempts to reconfigure paths were switched from test systems to live systems. There had been unexpected complications with the paths on both sides, and the redundant life safety network was temporarily impaired as a result.

Ms. Felter continued that Intrado had since made permanent adjustments and taken corrective action, implemented as recently as October 20. She added the E911 system did not fail often, and the first time staff saw a failure with redundant paths was in 2012. There were also systems in place to deal with outages. When the September incident occurred, for example, press releases were sent out to provide residents with an alternate 10-digit number for the call center. Ms. Felter said residents could also text 911, though not many texts had been received during the outage.

Ms. Felter also noted there was a third-party vendor outside of Intrado called Carbyne, which gave 911 staff the ability to obtain locations if callers were unable to provide details verbally. She noted Washoe County had tested the Carbyne 911 system and had redundancies in place during the testing. She acknowledged the recent outages had impacted the region significantly, but staff had worked through it, and the redundant paths through Longmont, Colorado and Miami, Florida had not seen any residual impact from September's occurrence.

Commissioner Hartung asked whether the District would provide a direct dial number for the public to contact dispatch, but Chief Moore indicated concern that doing so might result in residents relying on that number rather than calling 911 regardless of whether the 911 system was working at the time. If another outage occurred, social media could be utilized to provide direct dial information to the public while the 911 system was down. Commissioner Hartung worried that many older residents did not use social media, and some citizens used one social media platform but not others. He thought all residents needed to have the information in case of a future outage.

Commissioner Jung agreed, saying she had not used social media for three years, and vulnerable residents, particularly the elderly, needed to be able to call for emergency assistance without first checking social media for contact information. She suggested providing emergency information through local TV news outlets as a solution since many older individuals still watched the news. She requested more robust discussion on the subject, indicating the recent occurrence had been concerning and revealed a need for more communication, direction, and policy.

Commissioner Hartung wanted to know when more information regarding the Poeville Fire investigation would be available. Chief Moore advised it might be some time in December.

There was no response to the call for public comment.

20-162F **AGENDA ITEM 9** Discussion and possible direction to staff to approve approximately 40 hours of staff time and hiring of professional services to research and complete a report regarding annexation and its effect on District sustainability. (All Commission Districts)

Truckee Meadows Fire Protection District Chief Charles Moore explained getting a report on the effects of annexation on District sustainability had been on the radar for a while and, if approved, he anticipated staff would have more information for the Board in January 2021. He thought legislative action might be necessary as annexation was a complicated issue, and he noted the subject was likely to remain on the District's agendas for a few months and would require a lot of discussion.

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 9 be approved.

20-163F **AGENDA ITEM 10** Recommendation to approve a Health Benefits Program for District employees, dependents and retirees and authorize the Chair of the Board of Fire Commissioners to execute all insurance contracts and service agreements pertinent to the approved Health Benefits Program. (All Commission Districts)

Truckee Meadows Fire Protection District Chief Charles Moore advised that negotiations with the labor union and discussions with Prominence Health Plan had concluded, and the District planned to continue with the insurer as outlined in the staff report. He mentioned a 1 percent benefit for cochlear implants.

There was no response to the call for public comment.

On motion by Vice Chair Berkbigler, seconded by Commissioner Hartung, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 10 be approved and authorized.

PUBLIC HEARING

20-164F **AGENDA ITEM 11** Recommendation to approve a Resolution authorizing a short term (less than 12 months) interfund Loan not to exceed \$1,000,000 from the General Fund to the Emergency Fund for the purpose of funding emergency event costs pending receipt of state and local reimbursements and direct the staff to make the appropriate adjustments. (All Commission Districts.)

Truckee Meadows Fire Protection District Chief Charles Moore said there had been around 250 fires over the past season and the Emergency Fund had been depleted. If approved, funding would be moved from the General Fund to the Emergency Fund until the District received reimbursement from the agencies it had billed for those fires.

Chair Lucey opened the public hearing by calling on anyone wishing to speak. There being no response the call for public comment, the Chair closed the public hearing.

On motion by Commissioner Hartung, seconded by Vice Chair Berkbigler, which motion duly carried on a 5-0 vote, it was ordered that a Resolution authorizing a short-term (less than 12 month) interfund loan not to exceed \$1,000,000 from the General Fund to the Emergency Fund for the purpose of funding emergency event costs pending receipt of state and local reimbursements, and that staff be directed to make the appropriate adjustments. The Resolution pertinent to Agenda Item 11 is attached hereto and made part of the minutes thereof.

20-165F **AGENDA ITEM 12** Announcements/Reports.

There were no Board member comments.

20-166F **AGENDA ITEM 13** Public Comment.

There was no response to the call for public comment.

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9:54 a.m. There being no further business to discuss, the meeting was adjourned without objection.

BOB LUCEY, Chair
Truckee Meadows Fire
Protection District

ATTEST:

JANIS GALASSINI, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District

*Minutes Prepared By:
LJ Burton, Deputy County Clerk*