

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

TUESDAY

9:00 A.M.

JULY 11, 2023

PRESENT:

Alexis Hill, Chair
Jeanne Herman, Vice Chair
Michael Clark, Commissioner
Mariluz Garcia, Commissioner
Clara Andriola, Commissioner

Catherine Smith, Chief Deputy County Clerk
Charles Moore, Fire Chief
Wade Carner, Deputy District Attorney

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, Chief Deputy County Clerk Cathy Smith called roll and the Board conducted the following business:

23-117F AGENDA ITEM 3 Public Comment.

There was no response to the call for public comment.

23-118F AGENDA ITEM 4 Announcements/Reports.

Commissioner Garcia thanked Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore for the time and effort he spent helping her gather data about Sun Valley. She said he had been in her office several times connecting her with resources to address issues faced by the Sun Valley community. She opined Chief Moore went above and beyond and she looked forward to collaborating with him in the future.

Vice Chair Herman disclosed she received a letter that she would share with Chief Moore. She relayed the letter discussed the shooting range in Palomino Valley that was temporarily closed. She hoped the community would be careful when shooting on public grounds. Chair Hill added that the Board wanted to ensure any unnecessary fires caused by shooting were prevented.

CONSENT ITEMS – 5A THROUGH 5D

- 23-119F** **5A** Recommendation to approve the meeting minutes from the June 6, 2023 Board of Fire Commissioners Meeting.
- 23-120F** **5B** Recommendation to approve an agreement for Interfacility Transfers and Emergent Transfers between Northern Nevada Medical Center and Northern Nevada Sierra Medical Center and Truckee Meadows Fire Protection District to include the approval of a revised Ambulance Transport Rate schedule incorporating non-emergent ambulance transport/transfer fees. (All Commission Districts)
- 23-121F** **5C** Recommendation to accept a grant from TC Energy, in an amount up to \$15,000 to obtain needed technical rope rescue equipment relating to Truckee Meadows Fire Protection District’s Rapid Extraction Module Support Program and first out technical rescue responsibilities, and if accepted, approve Resolution TM11-2023 accepting the grant funding and direct staff to make necessary budget adjustments. (All Commission Districts)
- 23-122F** **5D** Recommendation to approve the purchase of emergency medical supplies from Life Assist (Publicly Solicited Contract #PS20180) utilizing Cooperative Purchasing Program NPPGOV in an amount not to exceed \$125,000 annually. (All Commission Districts).

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore indicated the Board would not need a closed session; therefore, Item 14 would not be necessary.

There was no response to the call for public comment on the Consent Agenda Items listed above.

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

- 23-123F** **AGENDA ITEM 6** New Hire introduction and badge pinning.

Sage Coulter, Firefighter
Matthew Johnson, Firefighter
Michael Lingenfelter, Firefighter Paramedic
Austyn Mitchell, Firefighter
Dylan Sawyers, Firefighter
Ernest A. Stewart II, Fire Mechanic

Truckee Meadows Fire Protection District (TMFPD) Division Chief of Training, Logistics, and Fleet Jay Cwiak introduced firefighters Sage Coulter, Matthew Johnson, Austyn Mitchell, and Dylan Sawyers, Firefighter/Paramedic Michael Lingenfelter, and Fire Mechanic Ernest A. Stewart II. He provided a brief history of their backgrounds. Mr. Coulter was pinned by his wife Amy Coulter, Mr. Johnson was pinned by TMFPD Deputy Chief Chris Ketring, Mr. Lingenfelter was pinned by his wife Chelsey Lingenfelter, Mr. Mitchell was pinned by his great grandfather John Menicucci, Mr. Sawyers was pinned by his girlfriend Serena Ozaki, and Mr. Stewart was pinned by his brother Eston Stewart.

9:13 a.m. **The Board recessed.**

9:17 a.m. **The Board reconvened with all members present.**

23-124F **AGENDA ITEM 7** Awards and Recognition.

Golden Axe Award:

Federico Areco Ruiz, Firefighter

Jake Jakob, Engineer

Bernard Trejo, Firefighter Paramedic

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore informed the Golden Axe Award was bestowed upon employees who displayed a commendable act in the line of duty which by its very nature displayed admirable initiative and accomplishment. Chief Moore introduced Firefighter/Paramedic Bernard Trejo, Firefighter/Emergency Medical Technician (EMT) Federico Areco Ruiz, and Fire Engineer Jake Jakob. He stated Mr. Trejo and Mr. Areco Ruiz were nominated for this award by their peers and supervisors. Chief Moore stated both were bilingual in Spanish and had used their skillset on numerous incidents to communicate with community members with language barriers. Chief Moore explained Mr. Jakob, who was an active member of the TMFPD Water Entry Team (WET), was meeting with his family at Crissie Coughlin Park on May 16, 2023, when he realized there was a water emergency. Chief Moore relayed there was a group rafting on the Truckee River when they were tossed from their boat. Mr. Jakob was able to get the individuals to shore safely with no injuries.

Chair Hill thanked the award recipients for their service and opined she was impressed with their work. She declared it brightened her day to be introduced to new teammates and hear about incredible acts of public service in the community.

9:20 a.m. **The Board recessed.**

9:21 a.m. **The Board reconvened with all members present.**

23-125F **AGENDA ITEM 8** International Association of Firefighters Local 2487 Report.

International Association of Fire Fighters (IAFF) Local 2487 Vice President Jamie Rivera welcomed the new hires to the Truckee Meadows Fire Protection District (TMFPD) family and thanked the Board for its recognition of the Golden Axe Award earners.

23-126F **AGENDA ITEM 9** Fire Chief Report

- A. Informational briefing on operational matters and activities for the month of June 2023 and July 2023 to include the following items:
 - 1. Capital Project Update and Financing Progress
 - 2. Strategic Plan Update
 - 3. Review of Recent Incidents Response and Fire Conditions

- B. May 2023 Response Statistics.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore stated he sent the Board a few emails regarding grant and low-cost financing opportunities. He reported he met with the United States Department of Agriculture (USDA) regarding a grant or low-interest loan for the Washoe Valley consolidated fire station. The USDA informed him that the income levels in Washoe Valley were too high for the District to qualify for a grant, but it did qualify for a low-interest loan which was about half or less than half of the going interest rate for bond financing. He declared the TMFPD would continue to pursue that financing option as it would save thousands of dollars over the life of the project. Chief Moore indicated the District was looking into the State investment bank for a grant or loan opportunity for Station 37 which would be brought before the Board in September for a resolution of support. He remarked that the architecture of the Apple Station was progressing and the District hoped to break ground on all three of the stations he mentioned in the Spring of 2024. He pointed out progress was slow due to material expenses and indicated prices may fall in the winter months.

Chief Moore informed a draft of the Strategic Plan would come before the Board in September. He reported July 4 was very busy for the TMFPD as it assisted the City of Sparks with a few small fires. He declared that on June 8 during the Peavine Mountain Fire, staff was nearly as busy as they had been on July 4. He declared there were three simultaneous fires that the District was able to extinguish through mutual aid and call-backs. He stated one of those fires was near Station 37 and the District had to call the City of Sparks for aid. He noted there was one medical call in Verdi that the TMFPD asked the City of Reno to take because the District's resources were fully committed at the time. He thought those scenarios explained why mutual aid worked in the region and expressed thanks to the TMFPD's regional partners. He reminded community members to stay safe with the rising temperatures that would occur throughout the week.

Commissioner Garcia asked Chief Moore about the causes of the recent brush fires. Chief Moore stated the Peavine fire was in the jurisdiction of the United States Forest Service (USFS) which would investigate its cause. He speculated the others were likely caused by fireworks.

Commissioner Clark thanked Chief Moore and his staff for meeting with him and the homeowners' associations (HOAs) in Callahan Ranch and Arrowcreek to discuss evacuation routes and other community concerns. He relayed that Chief Moore and his staff agreed to give presentations to educate constituents on fire preparedness. He suggested the presentations should be filmed to allow anyone in the community to access the information. He pointed out that District 2 abutted Bureau of Land Management (BLM) land in several areas and he thought it would be better for the community to have more people educated on fire awareness. Chief Moore clarified he had spoken with Commissioner Clark regarding hosting town hall meetings. Commissioner Clark declared he wanted the public to be informed about those meetings and he thought the community should be able to attend in-person or virtually and have access to a recording of the meeting.

There was no public comment or action on this item.

23-127F **AGENDA ITEM 10** Recommendation to approve one (1) new Wildland Urban Interface Coordinator position (\$66,040.00 - \$85,820.80) and the reclass of six (6) Crew Member positions to the new Wildland Engine Operator position (\$59,196.80 - \$76,502.40) within the Wildland Fuels Reduction Program, all under Regular Nevada Public Employees' Retirement System. (All Commission Districts) (All Commission Districts)

Chair Hill reminded the public that the funding for the positions in this item came through the Truckee Meadows Fire Protection District's (TMFPD) agreement with NV Energy.

There was no response to the call for public comment.

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

23-128F **AGENDA ITEM 11** Recommendation to approve amendments to the Collective Bargaining Agreements between Truckee Meadows Fire Protection District and Truckee Meadows Firefighters Association IAFF Local 2487 for Non-Supervisory and Supervisory Units. The Non-Supervisory Agreement "Article 2 -Recognition, Article 13 - Salaries, Appendix A - Salary, is amended to include the addition of Wildland Engine Operator, Wildland Urban Interface Coordinator, and to specify the respective salaries, and to update the salaries for Crew Boss, Heavy Equipment Operator, and Squad Boss. The agreement for Supervisory Unit amends Article 13 - Salaries and Appendix A - updating the salary for Fire Management Officer. (All Commission Districts)

Chair Hill thanked the International Association of Fire Fighters (IAFF) Local 2487 and the Truckee Meadows Fire Protection District (TMFPD) for working together to make this item happen.

There was no response to the call for public comment.

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

23-129F **AGENDA ITEM 12** Public Hearing: Recommendation to approve Truckee Meadows Fire Protection District Resolution TM12-2023 to augment the District's Fiscal Year 2023-2024 General Fund Budget in the amount of \$560,000 and direct the District to make the appropriate budget adjustments. (All Commission Districts)

Chair Hill opened the public hearing.

Truckee Meadows Fire Protection District (TMFPD) Chief Fiscal Officer (CFO) Cynthia Vance informed this resolution allowed the District to augment the budget for the additional revenues that would come in from NV Energy due to increases in the salary adjustments for the two new positions from Item 10. She noted since this item was a contract for service, not a grant, it required a public hearing to be carried out for augmentation.

There being no response to the call for public comment, the public hearing was closed.

On motion by Commissioner Garcia, seconded by Commissioner Andriola, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 12 be approved and directed. The Resolution for same is attached hereto and made a part of the minutes thereof.

23-130F **AGENDA ITEM 13** Recommendation to adopt a Resolution TM13-2023 expressing the intent of the Truckee Meadows Fire Protection District to issue bonds or enter into financial obligations in the approximate aggregate principal amount of \$5,000,000 to finance fire stations and remodel fire stations and any necessary improvements to the District's facilities and the acquisition of vehicles and apparatus, including the reimbursement of certain costs incurred by the District prior to the issuance and delivery of the obligations, upon terms acceptable to the District, and to take all further action which is necessary or desirable in connection therewith. This resolution is intended to be a declaration of "official intent" to reimburse expenditures within the meaning of Treasury Regulation Section 1.150-2. (All Commission Districts)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore indicated that the District's bond consultants Kendra Follett of Sherman & Howard LLC and John Peterson of JNA Consulting were in virtual attendance to answer questions.

TMFPD Chief Fiscal Officer (CFO) Cynthia Vance stated this resolution allowed the District to repay itself. She declared the District was currently still moving forward with different planning activities on different fire stations and facilities. In the event that the TMFPD issued debt, this resolution would allow the District to repay itself for anything it paid for in cash. She informed she collaborated with Ms. Follett who confirmed this resolution would work with the USDA loan TMFPD Chief Charles Moore mentioned in Item 9.

Chair Hill asked if this resolution would work if the Board received infrastructure bonds from the State of Nevada. Ms. Vance responded it would depend on the bond. Ms. Follett asserted she would need to know the specifics of the bond to confirm. She instructed that this resolution related specifically to tax-exempt bonds. Chair Hill inquired if this item could be used as a line of credit for cash flow in the event that the District did not have sufficient funding. Ms. Follett clarified this resolution only allowed the District to reimburse itself from tax-exempt bond proceeds; it was not an obligation in and of itself.

Chair Hill thought it was a smart move for the District to ensure it could reimburse itself as it moved forward with large community investment projects.

There was no response to the call for public comment.

On motion by Commissioner Garcia, seconded by Vice Chair Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 13 be adopted. The Resolution for same is attached hereto and made a part of the minutes thereof.

23-131F **AGENDA ITEM 14** Possible Closed Session pursuant to NRS 288.220 for the purpose of discussing with management representatives labor matters and negotiations.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore indicated there was no need for a closed session.

23-132F **AGENDA ITEM 15** Announcements/Reports.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore commended staff for their hard work from July 4 through July 8. He mentioned the treacherous conditions firefighters regularly worked under and pointed out that crews often arrived back at their stations with only enough time to get cleaned up before being deployed to another emergency. He declared the firefighters of the TMFPD worked exceptionally hard through difficult circumstances and environments.

Chair Hill stated the job of firefighters was unrelenting during the summer. She appreciated everyone on the TMFPD team, thanked them for all their hard work, and declared the community was strong because of them.

23-133F **AGENDA ITEM 16** Public Comment.

There was no response to the call for public comment.



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9:41 a.m. There being no further business to discuss, the meeting was adjourned without objection.



ALEXIS HILL, Chair
Truckee Meadows Fire
Protection District

ATTEST:


 **JANIS CALASSINI**, Washoe County Clerk
and Ex-Officio Clerk, Truckee Meadows
Fire Protection District
Minutes Prepared By:
Jaylene Chambers, Deputy County Clerk