



David Cochran, Fire Chief
City of Reno Fire Department

Charles A. Moore, Fire Chief
Truckee Meadows Fire Protection District

Walt White, Fire Chief
City of Sparks Fire Department

Notice of Public Meeting

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM TRIAD CHIEFS MEETING

AGENDA

April 25, 2024

10:00 am

Truckee Meadows Fire Protection District Headquarters – Executive Conference Room
3663 Barron Way, Reno, NV 89511

Moderator: Fire Chief Walt White

1. Call to Order by the Regional Hazardous Materials Response Team Triad Chiefs Meeting Moderator
2. Roll Call and Introductions, determination of a quorum.
3. Public Comment: No Action may be taken on matters raised in context with this Agenda item prior to the inclusion of the matter itself as an action item on a future Agenda. Public Comments are limited to three (3) minutes. Comments will not be restricted based on viewpoint.
4. Approval of the January 25, 2024, Regional Hazardous Materials Response Team TRIAD Chiefs Meeting Minutes. FOR POSSIBLE ACTION.
5. Acceptance of the Regional Hazardous Materials Response Team TRIAD Financial Reconciliation Report. FOR POSSIBLE ACTION.
6. Recommendation to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s. FOR POSSIBLE ACTION
7. Presentation and summary of Ehrlich's Side Chain Theory Chemical Exercise - Presented by James English, Environmental Health Specialist Supervisor, Northern Nevada Public. FOR DISCUSSION ONLY

8. Request for the TRIAD Fire Chiefs to give clear and concise direction for a Regional Hazardous Material Response Team HazMat Coordinator position. FOR POSSIBLE ACTION
9. Public Comment: No Action may be taken on matters raised in context with this Agenda item prior to the inclusion of the matter itself as an action item on a future Agenda. Public Comments are limited to three (3) minutes. Comments will not be restricted based on viewpoint.
10. TRIAD Chief's announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among TRIAD Chiefs will take place on this item).

Adjournment

Support documentation for the items on the agenda provided to the TRIAD Chiefs is available to members of the public at the Truckee Meadows Fire Protection District's Admin Office (3663 Barron Way, Reno, Nevada) or by contacting Sandy Francis, Administrative Assistant II, phone (775) 328-6124 and on the Nevada Public Notice Website at <https://notice.nv.gov>

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM

TRIAD CHIEFS MEETING

Draft Meeting Minutes

Janaury 25, 2024 @ 10:00am

3663 Barron Way – Executive Conference Room

Fire Chief Charles Moore(Absent)	Truckee Meadows Fire Protection District (TMFPD)
Division Chief Joe Kammann	TMFPD (Alternate)
Fire Chief David Cochran	Reno Fire Department (RFD)
Operations Chief John McNamara(Absent)	RFD (Alternate)
Fire Chief Walt White	Sparks Fire Department (SFD)
Division Chief Derek Keller	SFD (Alternate)
Mary Kandaras	Washoe County Deputy Attorney (WCDA)
Sandy Francis	TMFPD

Item #1 – The meeting was called to Order at 10:01 am

Item #2 – Roll Call and Introductions, determination of Quorum – Chief White, SFD – present, Chief Cochran, RFD – present, Chief Kammann, TMFPD – present, advised he will be voting as an alternate for Chief Moore, who is absent, Mary Kandaras, WCDA - present, Sandy Francis, TMFPD – present. It was also noted Captain Nick Klaich from Sparks was in attendance.

Item #3 – Public Comment: There was no public comment

Item #4 – Approval of the November 15, 2023 Regional Hazardous Materials Response Team TRIAD Chiefs Meeting minutes: Chief Cochran made a motion to approve minutes as presented, this motion was seconded by Chief Kammann. The motion passed unanimously. There was no public comment on this item.

Item #5 – Approval of the Regional Hazardous Materials Response Team Financials. The current Balance is \$154,051, not accounting for an outstanding contribution of \$16,000 from Truckee Meadows Fire Protection District. Sandy Francis advised the TMFPD was made, City of Reno will be making adjustments. Chief White asked if there were any questions or concerns; there was some discussion about approving versus accepting this item. Sandy Francis advised she will stylize this item in the future to accept the financeials. Chief Cochran made a motion to approve financials as presented; this motion was seconded by Chief Kammann. Motion passed unanimously. There was no public comment on this item.

Item #6 – Recommendation to approve a Regional Hazardous Material Response Agreement to include a provision for a shared HazMat Coordinator Position between Truckee Meadows Fire Protection District, City of Sparks Fire Department, and City of Reno Fire Department, and if approved, take the agreement back to their respective Board/Council for approval and execution.

Chief White asked if there were any questions on the agreement, Chief Cochran advised he had a few things; the first one , he believed the operations chiefs talked about, but it really wasn't their job to resolve is the Posiion being at a Division Chief (DC) level. The proposal that the positon be a DC level at over \$300k (with benefits) is substantially more than what he (Chief Cochran) had previously presented for approval, in addition, he feels the bigger issue from a labor

standpoint is that, the position would basically be above every chief officer in the Reno Fire Department. With this change he couldn't say for sure that a chief from his department would now be interested. He advised that it is not because he doesn't feel the position is valuable because it is; it is just not what he expected. Chief White acknowledged what chief white was saying and that when they originally looked at it, it was at a Battalion Chief (BC) level; however, from a labor perspective, a BC in Sparks assigned to a 40-hour position is classified as a DC with the additional pay. Chief Cochran understands that they do the same thing; however, he reiterated that what he talked about with his boss is that they would approve a BC position. Chief White asked if we had the cost breakdown. Sandy Francis presented two cost breakdowns, one with and one without the Division chief pay. Chief white acknowledged Chief Cochran's position on the pay level and advised seeking funding for something – only wanting to do it once. Sandy Francis advised the agreement does have it outlined, that the host agency would determine the rank of the position. Sandy Francis also asked if there was any possibility that the City of Sparks would be willing to pick up the difference between BC pay and DC pay if the contract was approved at a BC level. Chief White advised who would need to get approval. However, he believes it would be a possibility. He doesn't believe that would be an unreasonable request as it was originally created as a battalion chief. Chief Cochran advised that that was also palatable for City of Reno, but he would also have to seek approval. Chief Cochran had a breakdown (dated a week ago) he was unsure where he got it from, but it shows a breakdown with individual shares for each agency at \$66k-\$83k. This was the range that the City of Reno was looking at, but Sparks is willing to make up the difference from a BC to a DC position he believed that would be ok. Chief Cochran reiterated his concern that the host agency would be able to decide the rank.. i.e., captain, etc as it is currently written in the contract. Sandy Francis advised that if all agree, the language can be changed to read an equivalent to a Battalion Chief Level, and anything outside that would be the responsibility of the host agency. Chief White agreed that would be fair, and if that could be an amendment. Chief Cochran also asked about the requirement for a 3-year commitment; in reality, it is unenforceable; Chief White agreed with this, if the language could be changed to “an expectation of 3 years” and not a requirement. Sandy Francis advised, they could be stricken all together on the 3 years, and just put that the position will have an annual review from the TRIAD Chiefs. They all agreed to just delete the language regarding years altogether. Chief Cochran advised he thought whatever person was hired, would continue into that position until they “retired or promoted, etc”. Chief Kammann advised if the TRIAD Chiefs were happy with the performance of this person, he would expect the same thing. Legal council Mary Kandarask asked if the position would be an at-will position. Chief White advised it would be covered under a bargaining agreement. Mary advised that this agreement would not supersede a bargaining agreement. The last item Cochran had concern about was conflicting language on voting in regards to “unanimous versus majority”. He identified the areas that conflicted with one another and or needed clarification. Sandy Francis asked how they would like the language to be, and she could make the change. Chief Cochran advised he felt annual contribution amount decision should be unanimous. Chief White agreed. He reiterated that when they are voting about monies that are coming from the agencies individually, the voting should be required to be unanimous, and if the voting is for operational, nonmonetary items or within the TRIAD budget, should be a majority vote. All Chief agreed with these changes. Chief Cochran advised he would send some language over.

Chief Conran advised if the changes they discussed were made, it would be ok. Chief White asked about how a motion could be made. Sandy Francis advised the Staff Report was stylized so the Chiefs can approve the “agreement with the following changes”. Once the changes are made, she advised she would send them out to the Chiefs to all agree on them, and then they could take them to their respective Boards. It would not be required to come back to the TRIAD Chief Meeting for another approval.

Chief Cochran advised that he can agree with the changes, such as Sparks picking up the cost difference between BC and DC, but he still needs to get approval from his superiors. Sandy Francis acknowledged this and advised there was an understanding that there were approvals outside the room, and if there was a disagreement on the changes made at the meeting today, the agreement would have to come back to the TRIAD Chief meeting to be resolved.

Sandy Francis advised the next Board meeting for Truckee Meadows Fire Protection District would be in March. Chief White advised that based on the City of Sparks procedures, March could be possible. Sandy Francis asked the Chiefs to send her the date of which meeting they would take the agreement, and what would be the date they would need these changes by in order to meet the deadline.

Kammann made a motion to approve the TRIAD agreement with the recommended changes/revisions. This motion was seconded by Chief White. The motion passed unanimously. There was no public comment on this item.

Item #8 – Public Comment: There was no public comment

Item #7 – TRIAD Chief’s announcements, requests for information, topics for future agendas, and statements relating to items not on the Agenda. (No discussion among TRIAD Chiefs will take place on this item).

Sandy Francis advised this item was added for requests from the TRIAD Chiefs or Future topics.

Chief White advised he wanted to clarify how the agencies would be invoiced for the new HazMat position. Chief Cochran advised there is not a cost Share agreement. Chief White advised the cost share is already outlined in the agreement; they just need to have something that matches what they currently approved. Sandy Francis advised the wages on the presented financial document were “actual” (if the BC Base rate given to her was correct) with the exception of Health insurance, as that really can only be an estimate in addition to the caveat that the bargaining agreements are all under negotiation and the base pay actual can change based upon potential COLA’s etc under negotiations. If the City of Sparks has one that is different or updated, they can send it to her to incorporate with the changes requested on the previous item.

Sandy Francis advised that one addition that wasn’t discussed was the addition of an expiration date on the new agreement; it is set for an expiration/renewal at three years.

Chief Kammann asked what was the next step and or timeline if each of the prospective Boards

agreed to the new agreement. Chief White advised it would depend on the agency's desire; they can put out an announcement or use a current list. Chief white asked if there were any strong feelings or comments on how it should be filled; however, he felt there should at least be an assessment panel with members from each agency. Sandy Francis did confirm that the requirement for a member from each agency to be on the panel is outlined in the agreement. Chief Cochran said he believes the position should always be "open recruitment", so we are not necessarily excluding a qualified candidate. Chief White felt they could do an open recruitment. Chief Cochran believed that it could be done that way; it could be done quickly. Chief White they are in the position to act quickly once the previously motioned modifications are made; they can take it for approval. It will most likely be in March, but I will advise of a specific date. Chief White felt they could have someone hired within a few weeks. Sandy Francis advised that the agreement states a start date of March 1st. However, that can be changed to say "no earlier than March 1st". She also advised everything can be finalized for financials once a start date is identified. Captain Klaich wanted to clarify, because of Chief Keller's absence, the intentions or that when the flyers are announced, the Board can see candidates from each agency for a position at the City of Sparks. Cochran agreed yes; Sparks would recruit and employ; it would just be an "open recruitment." Chief Kammann asked if the bargaining agreement in Sparks allow for an open recruitment. Chief White advised he does not know that answer definitely. Captain Klaich advised he does not believe it would be allowed, and he is currently the only candidate on the list for BC. Chief Cochran advised he would not be ok with choosing from a list of one. Chief White agreed that although Captain Klach may be the most qualified candidate, he does understand the appearance of impropriety. Chie White said he would have that discussion with his bargaining group as this position is a little unique and will advise and bring it back if changes are needed. Sandy Francis confirmed any changes outside what was agreed would need to come back. It was verified that no matter who applies, or is chosen, it would a City of Sparks position. All agreed.

Meeting was adjourned at 10:34

REGIONAL HAZ MAT TEAM (00100-3110-1011)
PROJECT CODE: A009001-00001
 Revenues & Expenditures (Calculation of Interest Earnings - Reported at Fiscal Year End)

FY 23-24 TRIAD BALANCE SHEET - 7/1/22 through 6/30/23								
							FY 23-24 Starting Balance	\$ 152,659.34
Number	Number-	INVOICE DATE	DESCRIPTION	RC'D	EXPENDITURES	TO DATE	BALANCE	
			City of Reno - Contribution - Operating Budget	\$ 16,000.00			\$ 168,659.34	
			City of Sparks - Contribution	\$ 16,000.00			\$ 184,659.34	
			Truckee Meadows FPD - Contribution	\$ 16,000.00			\$ 200,659.34	
02132024	2024-00005611	02/23/2024	VENT, JR, JAMES NICHOLAS		8,990.00	8,990.00	\$ 191,669.34	
	0 2024-00005612	02/23/2024	VENT, JR, JAMES NICHOLAS		(8,990.00)	0.00	\$ 200,659.34	
15804	2024-00001076	08/18/2023	HAZMAT RESOURCE INC		2,199.14	2,199.14	\$ 198,460.20	
248898	2024-00006223	03/15/2024	ANDAX INDUSTRIES LLC		256.00	2,455.14	\$ 198,204.20	
2693908	2024-00005611	02/23/2024	INDUSTRIAL SCIENTIFIC CORP.		1,698.79	4,153.93	\$ 196,505.41	
37447112	2024-00001249	08/25/2023	LINDE GAS & EQUIPMENT INC		261.14	4,415.07	\$ 196,244.27	
38028484	2024-00001917	09/22/2023	LINDE GAS & EQUIPMENT INC		96.30	4,511.37	\$ 196,147.97	
38618577	2024-00002332	10/13/2023	LINDE GAS & EQUIPMENT INC		96.30	4,607.67	\$ 196,051.67	
39208026	2024-00003070	11/09/2023	LINDE GAS & EQUIPMENT INC		93.19	4,700.86	\$ 195,958.48	
39780680	2024-00003973	12/15/2023	LINDE GAS & EQUIPMENT INC		96.30	4,797.16	\$ 195,862.18	
40325895	2024-00005185	02/02/2024	LINDE GAS & EQUIPMENT INC		99.36	4,896.52	\$ 195,762.82	
40903389	2024-00005512	02/16/2024	LINDE GAS & EQUIPMENT INC		102.67	4,999.19	\$ 195,660.15	
41482449	2024-00006545	03/29/2024	LINDE GAS & EQUIPMENT INC		80.94	5,080.13	\$ 195,579.21	
5717799	2024-00002110	09/29/2023	MALLORY SAFETY AND SUPPLY LLC		1,018.00	6,098.13	\$ 194,561.21	
5728580	2024-00003070	11/09/2023	MALLORY SAFETY AND SUPPLY LLC		255.00	6,353.13	\$ 194,306.21	
5738322	2024-00003070	11/09/2023	MALLORY SAFETY AND SUPPLY LLC		255.00	6,608.13	\$ 194,051.21	
80336483-00	2024-00006223	03/15/2024	RS HUGHES CO INC		9,288.00	15,896.13	\$ 184,763.21	
	0 2024-00006224	03/15/2024	RS HUGHES CO INC		(9,333.00)	6,563.13	\$ 194,096.21	
80453640-00	2024-00000842	08/11/2023	RS HUGHES CO INC		270.90	6,834.03	\$ 193,825.31	
80466857-00	2024-00000478	07/28/2023	RS HUGHES CO INC		500.00	7,334.03	\$ 193,325.31	
80499095-00	2024-00002332	10/13/2023	RS HUGHES CO INC		637.80	7,971.83	\$ 192,687.51	
80530468-00	2024-00001567	09/08/2023	RS HUGHES CO INC		542.00	8,513.83	\$ 192,145.51	
80530468-01	2024-00001567	09/08/2023	RS HUGHES CO INC		315.90	8,829.73	\$ 191,829.61	
80530575-00	2024-00001763	09/15/2023	RS HUGHES CO INC		282.62	9,112.35	\$ 191,546.99	
80530575-01	2024-00003070	11/09/2023	RS HUGHES CO INC		271.00	9,383.35	\$ 191,275.99	
80530575-02	2024-00002110	09/29/2023	RS HUGHES CO INC		1,080.00	10,463.35	\$ 190,195.99	
80560064-00	2024-00002687	10/26/2023	RS HUGHES CO INC		407.15	10,870.50	\$ 189,788.84	
80590614-00	2024-00002332	10/13/2023	RS HUGHES CO INC		13.95	10,884.45	\$ 189,774.89	
80595308-00	2024-00002332	10/13/2023	RS HUGHES CO INC		1,715.40	12,599.85	\$ 188,059.49	
80595343-00	2024-00004143	12/22/2023	RS HUGHES CO INC		271.00	12,870.85	\$ 187,788.49	
80595343-01	2024-00002332	10/13/2023	RS HUGHES CO INC		354.00	13,224.85	\$ 187,434.49	

REGIONAL HAZ MAT TEAM (00100-3110-1011)								
PROJECT CODE: A009001-00001								
Revenues & Expenditures (Calculation of Interest Earnings - Reported at Fiscal Year End)								
80595343-02	2024-00002549	10/20/2023	RS HUGHES CO INC			285.00	\$ 187,149.49	
80595343-03	2024-00002549	10/20/2023	RS HUGHES CO INC			870.00	\$ 186,279.49	
80640080-00	2024-00002549	10/20/2023	RS HUGHES CO INC			271.00	\$ 186,008.49	
80640080-01	2024-00004143	12/22/2023	RS HUGHES CO INC			271.00	\$ 185,737.49	
80640080-02	2024-00002687	10/26/2023	RS HUGHES CO INC			606.80	\$ 185,130.69	
80654944-00	2024-00003973	12/15/2023	RS HUGHES CO INC			56.80	\$ 185,073.89	
80654944-01	2024-00004712	01/19/2024	RS HUGHES CO INC			1,359.36	\$ 183,714.53	
80668914-00	2024-00003973	12/15/2023	RS HUGHES CO INC			1,578.00	\$ 182,136.53	
80668914-01	2024-00004143	12/22/2023	RS HUGHES CO INC			542.00	\$ 181,594.53	
80668958-00	2024-00003805	12/08/2023	RS HUGHES CO INC			277.60	\$ 181,316.93	
80668958-01	2024-00003805	12/08/2023	RS HUGHES CO INC			552.27	\$ 180,764.66	
80668958-02	2024-00003973	12/15/2023	RS HUGHES CO INC			254.80	\$ 180,509.86	
80678516-00	2024-00003339	11/17/2023	RS HUGHES CO INC			164.00	\$ 180,345.86	
80754786-00	2024-00005185	02/02/2024	RS HUGHES CO INC			689.62	\$ 179,656.24	
80806761-00	2024-00005185	02/02/2024	RS HUGHES CO INC			2,389.54	\$ 177,266.70	
80806761-01	2024-00005348	02/09/2024	RS HUGHES CO INC			555.38	\$ 176,711.32	
80806761-02	2024-00005185	02/02/2024	RS HUGHES CO INC			812.70	\$ 175,898.62	
80810495-00	2024-00006404	03/22/2024	RS HUGHES CO INC			313.60	\$ 175,585.02	
80810495-01	2024-00006223	03/15/2024	RS HUGHES CO INC			53.72	\$ 175,531.30	
80810495-02	2024-00005348	02/09/2024	RS HUGHES CO INC			327.74	\$ 175,203.56	
80815099-00	2024-00005185	02/02/2024	RS HUGHES CO INC			798.51	\$ 174,405.05	
80815099-01	2024-00005611	02/23/2024	RS HUGHES CO INC			404.70	\$ 174,000.35	
80821084-00	2024-00005348	02/09/2024	RS HUGHES CO INC			848.07	\$ 173,152.28	
80821084-01	2024-00005512	02/16/2024	RS HUGHES CO INC			284.80	\$ 172,867.48	
80827959-00	2024-00005512	02/16/2024	RS HUGHES CO INC			913.50	\$ 171,953.98	
80874455-00	2024-00006223	03/15/2024	RS HUGHES CO INC			255.00	\$ 171,698.98	
9001952820	2024-00005611	02/23/2024	GRAINGER			60.49	\$ 171,638.49	
9906110524	2024-00003805	12/08/2023	GRAINGER			755.80	\$ 170,882.69	
None	2024-00000016	07/01/2023	HAZMAT SIGMA LLC			2,020.00	\$ 168,862.69	
0	2024-00000888	08/10/2023	HAZMAT SIGMA LLC			(2,020.00)	\$ 170,882.69	
0	2024-00004136	12/20/2023	RS HUGHES CO INC			9,333.00	\$ 161,549.69	
FINAL RECONCILIATION PENDING FROM CITY FINANCE						Current Balance as of	4/16/2024	\$ 161,549.69

**REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM
TRIAD CHIEFS MEETING**

STAFF REPORT

Meeting Date: April 25, 2024

TO: Regional Hazardous Materials Response Team Triad Chiefs
FROM: Nick Klaich, Captain, City of Sparks Fire Department
SUBJECT: Recommendation to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s. FOR POSSIBLE ACTION

SUMMARY

This item is to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s.

PREVIOUS ACTION

None

BACKGROUND

With 90 plus members of the Regional Hazardous Materials Response Team, interagency training is an essential part of maintaining skills and creating a cohesive working environment during small and large-scale HazMat calls.

HazMat Sigma, LLC proposal includes 6 days of student contact by HazMat Sigma in the laboratory. The following is an outline of what will be provided by HazMat Sigma, LLC:

Typical class structure:

Generally, 3 days are scheduled for a class session, to cover A/B/C shifts. Because students will be in class for the entire day, it is assumed there will be two consecutive months, to accommodate all Triad members.

Laboratory techniques & safety

- Safety equipment
- Emergency procedures (safety shower, etc)
- Laboratory techniques (washing, sampling, etc)
- Equipment use (microscopes, MelTemp, etc)

Analysis Methodology

- Labels and containers
- Analysis
 - FTIR
 - HazCat o MS/GC

- Physical Confirmation o Boiling Point
 - Melting Point
 - Specific Gravity
- Use of reference material
- Documentation

Samples will be laboratory-grade pure, “hot” samples to provide students with excellent analysis endpoints. Equipment needs, including consumables, are borne by the RHMRT. HazMat Sigma will provide:

- Specification of sample needs
- List(s) of equipment needs
- Assist with ordering materials to keep Triad stocks current as needed (e.g. Laboratory chemical and supply inventory).

Three days contracted may be used for Interagency drills. These are considered to be long timeline drills, possibly involving agencies other than the RHMRT, such as State DEM, CST, Law Enforcement, FBI, outside jurisdictions such as Quad County, etc.

- Such a large drill will be considered to consume 3 days of this proposal
- Meetings to plan for
 - Objectives
 - Locations
 - Standards addressed o Scenario
 - Setup
 - Scheduling

Samples will be laboratory-grade pure, “hot” samples to provide students with excellent analysis endpoints.

Equipment needs, including consumables, are borne by the RHMRT. HazMat Sigma will provide:

- Specification of sample needs
- List(s) of equipment needs
- Assist with ordering materials to keep Triad stocks current as needed (e.g. Laboratory chemical and supply inventories)
- Conduct and Document drill with still pictures and video
- Conduct and present an after-action report of the assessment.

FISCAL IMPACT

The total cost of the items is \$13,980; sufficient funds exist with the TRIAD Account.

RECOMMENDATION

Captain Klaich’s recommendation is to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s.

POSSIBLE MOTION

If the TRIAD Chiefs agree with the recommendation, a possible motion can be:

“I move to approve a proposal from HazMat Sigma, LLC in the amount of \$13,980 to conduct and provide an assessment of 9 days of training for the Regional Hazardous Materials Response Team and authorize payment upon receipt of invoice/s.”



HAZMAT TRAINING

Regional Hazardous Materials Response Team

PROPOSAL 2024

James Flenner
HazMat Sigma, LLC



HazMat Sigma, LLC
James Flenner
9817 Matterhorn Ct.
Reno NV 89506 USA
+1.775.338.5894
james@flenner.net
Skype: flennerj

Paul Patocka, RFD HazMat Coordinator

Nick Klaich, SFD HazMat Coordinator

Reno Fire Department

01 East 1st St, Reno NV 89501

775-334-2300

19 January 2024

Paul & Nick, as we discussed, here is the proposal for adjunct HazMat Training.

HazMat Sigma is pleased to provide the following proposal for the year 2024 to the Regional Hazardous Materials Response Team.

Proposal

Conduct and document training for the RHMRT members. This proposal includes 9 days of training overall.

This training is in two areas:

- Chemical Analysis
- HazMat Drill & Debrief

Training will include written documentation of attendees, standards addressed, and class content for OSHA overview.

Scope

Chemical Analysis

This proposal includes 6 days of student contact by HazMat Sigma in the laboratory.

Typical class structure

Generally, 3 days are scheduled for a class session, to cover A/B/C shifts. Because students will be in class for the entire day, it is assumed there will be two consecutive months, to accommodate all Triad members.



Laboratory techniques & safety

- Safety equipment
- Emergency procedures (safety shower, etc)
- Laboratory techniques (washing, sampling, etc)
- Equipment use (microscopes, MelTemp, etc)

Analysis Methodology

- Labels and containers
- Analysis
 - FTIR
 - HazCat
 - MS/GC
- Physical Confirmation
 - Boiling Point
 - Melting Point
 - Specific Gravity
- Use of reference material
- Documentation



Samples & Lab Equipment



Samples will be laboratory-grade pure, “hot” samples to provide students with excellent analysis endpoints.

Equipment needs, including consumables, are borne by the RHMRT. HazMat Sigma will provide:

- Specification of sample needs
- List(s) of equipment needs
- Assist with ordering materials to keep Triad stocks current as needed (e.g. Laboratory chemical and supply inventories)

HazMat Drill & Debrief

Drills (non-training)

Three days contracted may be used for Interagency drills. These are considered to be long timeline drills, possibly involving agencies other than the RHMRT, such as State DEM, CST, Law Enforcement, FBI, outside jurisdictions such as Quad County, etc.

- Such a large drill will be considered to consume 3 days of this proposal
- Meetings to plan for
 - Objectives
 - Locations
 - Standards addressed
 - Scenario
 - Set up
 - Scheduling
- Conduct and Document drill with still pictures and video
- Conduct and present an after-action summary





Focused drill & Analysis

In lieu of a large interagency drill, HazMat Sigma can plan, conduct and analyze a drill designed to quantify future training objectives.

- Such an analysis drill will be considered to consume 3 days of this proposal
- Meetings to plan for
 - Objectives
 - Locations
 - Standards addressed
 - Scenario
 - Set up
 - Scheduling
- Conduct and Document drill with still pictures and video
- Conduct and present an after-action summary



Other Subject Matter Expert(s)

Should classes or drills require other SME/instructors as required by the RHMRT Chiefs, HazMat Sigma will:

- Locate, vet and schedule personnel
- Apprise RHMRT cadre of SME qualifications
- Such personnel do not reduce the 9 man-days of this proposal
- Cost for personnel as seen below, Cost



Schedule

All dates TBD by the client. A notional schedule for Drills is as follows

<i>Week</i>	<i>Cirricula</i>
0	Initial meeting for each drill
8	Three shift-concurrent days of training
11	Final presentation

Currently, the Chemical Analysis is scheduled for:

January 14/16/18

February 26/27/29

Requirements

During the initial meeting(s), and following training, a designated point of contact is requested, to facilitate meetings, site surveys and access to facilities.

Training venue:

Meeting room with tables and seating to accommodate expected audience +20%. An X VGA projector and white board.

Laboratory should be equipped with microscopy, scales, HazCat kits and other sundry instrumentation expected for analytical lab experiments. Adequate chemical resources to provide unknown samples and consumables.

Laboratory and training sessions should have at least two (2) RHMRT Technician assigned as a lab assistant or training assist, to help ensure continuity and future legacy knowledge.

Cost

HazMat Sigma stands ready to provide these services for a lump sum of \$13,980.00 U.S. Prior to commencement of work, a valid PO must be generated by the client. Payment may be by check, bank draft, wire transfer or SWIFT transfer.

Outside SME's will be provided for a cost of \$1240.00 per day, plus standard GSA rates for the Reno area regarding transport, per diem, and accommodations.

Paul and Nick, thank you very much for your consideration. If you have any questions, please do not hesitate to call.

Sincerely,



James Flenner, Ph.D.

REGIONAL HAZARDOUS MATERIALS RESPONSE TEAM TRIAD CHIEFS MEETING

STAFF REPORT

Meeting Date: January 25, 2024

TO: Regional Hazardous Materials Response Team TRIAD Fire Chiefs

FROM: Joe Kammann, Division Chief, Truckee Meadows Fire Protection District
Derek Keller, Division Chief, Sparks Fire Department
John McNamara, Division Chief, Reno Fire Department

SUBJECT: Request for the TRIAD Fire Chiefs to give clear and concise direction for a Regional Hazardous Material Response Team HazMat Coordinator position.
FOR POSSIBLE ACTION

SUMMARY

This item is for the TRIAD Fire Chiefs to give clear and concise direction for a Regional Hazardous Material Response Team HazMat Coordinator position.

PREVIOUS ACTION

December 2004 and January 2005, Truckee Meadows Fire Protection District Board of Fire Commissioners, Sparks City Council and Reno City Council approved a Regional Hazmat Response Agreement.

March 15, 2016, Truckee Meadows Fire Protection District Board of Fire Commissioners approved a revised Regional HazMat Response Agreement.

March 28, 2016, Sparks City Council approved a revised Regional HazMat Response Agreement.

April 13, 2016, Reno City Council approved a revised Regional HazMat Response Agreement.

May 17, 2022, the TRIAD Chiefs directed the TRIAD Operations team to bring back an option for a Regional HazMat Coordinator position.

November 15, 2023, the TRIAD Chiefs approved the creation of a Regional Hazardous Materials Response Team (RHMRT) HazMat Coordinator position employed with the City of Sparks, paid for by equal amounts between Truckee Meadows Fire Protection District, City of Reno (Fire Department), and the City of Sparks (Fire Department) by an annual contribution from each agency in an approximate annual amount of \$80,000.

January 25, 2024, the TRIAD Chiefs approved Regional HazMat Response Agreement to include a provision for a shared HazMat Coordinator Position between Truckee Meadows Fire Protection District, City of Sparks Fire Department, and City of Reno Fire Department, with the following changes/inclusions: funding out clause, Battalion Chief pay scale, and open recruiting, and to take the agreement back to their respective Board/Councils for approval and execution.

BACKGROUND

Over the years, the team has grown from the original 35 team members to approximately 95 team members. Training the larger team, keeping them up to speed on hazmat-specific incidents, and replacing equipment has also seen an increase in cost. The TRIAD Team Operations Chiefs have identified a need for a RHMRT Coordinator. The RHMRT Coordinator would fill a significant gap in training and would develop a consistent format within the TRIAD, serve as the primary instructor for the team; they would be responsible for building and fostering training relationships with external entities such as Northern Nevada Public Health, Washoe County Sheriff's Office, Reno Police and Sparks Police Departments, Environmental Protection Agency (EPA), Nevada Civil Support Team (92nd CST), and local cooperators such as our hospitals and other community response entities and conduct semi-regular training to ensure the readiness of our area for a major event.

At the January 25, 2024, TRIAD Chief's meeting, it was unanimously approved to approve an agreement (with revisions) to include a HazMat Coordinator position. The revisions in the motion included clarification on voting, removal of a 3-year commitment, and that the position would be at a Battalion Chief rank. Later discussion, outside of the motion, concern over open recruiting was discussed. Chief White from the City of Sparks advised he would have to discuss this request with his Bargaining unit. It was determined the City of Sparks could not recruit for the position of Battalion Chief in an "open recruitment". Therefore, the agreement has not been signed, and recruitment has not taken place. Attached for review and use is the latest Draft Proposal of a revised TRIAD agreement to include all Exhibits. This staff report is asking that the TRIAD Chiefs give direction with the new information provided.

FISCAL IMPACT

The direction from the TRIAD Fire Chiefs will determine any fiscal impact on the TRIAD budget, if any.

RECOMMENDATION

The TRIAD Team Operations Chiefs request the TRIAD Fire Chiefs to give clear and concise direction for a Regional Hazardous Material Response Team HazMat Coordinator position.

POSSIBLE MOTION

If the TRIAD Chiefs approve, a possible recommendation may include the following:

"I move to

~~2016~~

2024

**REGIONAL HAZARDOUS MATERIAL
RESPONSE AGREEMENT**

Between the

City of Reno

City of Sparks

Truckee Meadows Fire Protection District

REGIONAL HAZARDOUS MATERIAL RESPONSE AGREEMENT

This is an Interlocal Agreement (hereinafter referred to as "Agreement") authorized under NRS 277.180 between the City of Reno, on behalf of the Reno Fire Department (hereinafter referred to as "Reno"), the City of Sparks, on behalf of the Sparks Fire Department (hereinafter referred to as "Sparks"), and the Truckee Meadows Fire Protection District (hereinafter referred to as "Truckee Meadows"; ~~");~~ a fire district organized pursuant to 474.460, all of which are political subdivisions of the State of Nevada and may be referred to singularly as "Agency" or collectively as "Agencies." This Agreement supersedes the previous Agreement executed by the Agencies in ~~December 2004/January 2005.~~ March 2016/April 2016.

The purpose of this Agreement is to provide a Regional Hazardous Material Response Team (hereinafter referred to as "Team") capable of responding to and mitigating emergencies caused by hazardous material spills, releases, or incidents within the combined response areas of the Agencies. The proposed response system is based upon the need to provide response capabilities consisting of specialized training and equipment beyond the scope of the current response system provided by each individual Agency.

This Agreement is not intended to alter or in any way affect any other existing agreement between the Agencies. This Agreement will remain in force and effect unless it is amended, modified, or terminated pursuant to the terms more fully described below.

In an attempt to further the interests of each Agency and in consideration of the mutual promises described herein, the Agencies agree as follows:

1. Organizational Structure

(a) The Team will consist of ~~36 trained members employed by the Agencies. Reno will strive to provide 18 members, Sparks will strive to provide nine members, and Truckee Meadows will strive to provide nine members; however, the actual numbers~~ members from each agency as determined by the TRIAD Chiefs and may be adjusted up or down depending on the actual need as established through experience in operating the program.

(b) The Team will be equally divided between work shifts if possible. The individual Team members who are on duty will be ready to respond as needed. Off-duty personnel may be recalled to duty as needed.

(c) The Fire Chiefs, which reference either collectively or individually in this Agreement includes duly authorized designees of the Agencies, will cooperate ~~to prepare an~~ in preparing updates to the operational manual describing the details of the operation and common reporting system. The Fire Chiefs shall designate one of the Agencies to be the designated fiscal Agency for purposes of holding and disbursing funds under the Agreement. ~~, currently~~ currently

the City of Reno. This designation may be changed in accordance with the procedure set for in paragraph (d).

(d) For any decision on the budget, purchases, ~~annual contribution~~, changing language in the Agreement, or other situation where there is a dispute and does not impact each individual agency financially, the Fire Chief of the City of Sparks will have one (1) vote, the Fire Chief of the City of Reno shall have one (1) vote, and the Fire Chief of the Truckee Meadows Fire Protection District shall have one (1) vote. The majority of the votes shall determine the action taken.

(e) The TRIAD Chiefs have determined that a regional HazMat Coordinator position is needed.

I. The TRIAD Chiefs have agreed that the City of Sparks will host the position effective July 1, 2024.

i. Interview panels will include at least one member from each agency.

ii. The City of Sparks will cover the cost of the recruitment.

iii. All candidates must meet the minimum requirements of a City of Sparks Battalion Chief prior to application.

iv. If there is not a qualified candidate identified within the City of Sparks recruitment, the TRIAD Chiefs may elect to change the host agency.

I. The Position will be at a Battalion Chief Rank and meet the minimum requirements as outlined in Exhibit A (hereinafter referred to as HazMat Coordinator). The host agency would incur any cost associated with a position or pay above the rank of Battalion Chief.

i. The position will be assigned to the host agencies HazMat Program or Division and report to the TRIAD Chiefs.

i. Assigned Duties of the HazMat Coordinator Position are listed in Exhibit A of this Agreement.

II. An annual review will take place every year by the Triad Chiefs. A candidate who is meeting or exceeding the standards can request to extend their position length with a majority vote of the TRIAD Chiefs.

III. This position will be formatted in a 40-hour workweek platform. Four (ten) hour shifts may be approved by the host agency.

IV. A response vehicle will be provided by the host agency or designee determined by the Triad Chiefs. And will be at the cost of the host agency.

i. Any specialized HazMat Equipment will be provided by the TRIAD with a majority vote of the TRIAD Chiefs.

V. Office space will be provided by the host agency unless otherwise decided upon by a majority vote of the TRIAD Chiefs.

VI. The cost for the position, including benefits, will be split equally between the agencies and will be invoiced by the host agency each fiscal year as outlined in Exhibit B.

- i. The annual amount will be prorated for the remainder of the fiscal year 2023-2024 and will be invoiced no earlier than the start date of the position. The host agency will invoice the other agencies quarterly, starting at the beginning of each fiscal year (i.e....for fiscal year 2024-2025, the first invoice will be July 1, 2024)
 - ii. The cost breakdown of the position is attached in Exhibit B. Costs are estimated at "Top Step" and include full incentives under the host agency's contract but will be invoiced at the employee's actual base salary, benefits, and incentives.
 - iii. Any cost outside of base salary and benefits listed in Exhibit B will be the responsibility of the host agency to include overtime, unless approved by the TRIAD Chiefs.
- VII. Each Agency's participation in funding its proportionate share of the HazMat Coordinator position may be terminated at the beginning of each fiscal year without cause upon (90) days' written notice if their funding ability supporting this position is withdrawn, limited, or impaired.
 - i. The funding out of this position does not mean an Agency is withdrawing from the Agreement, only from its funding of the HazMat Coordinator position. However, the remaining agencies may continue the HazMat Coordinator position subject to modification of the agreement to redistribute some or all remaining costs to the HazMat Budget upon a majority vote of the TRIAD Chiefs.

2. Equipment and Supplies

- (a) The Agencies will cooperate to acquire specialized equipment and supplies for use by the Team. Any costs outside the TRIAD budget will require a unanimous vote of the Fire Chiefs or their designee~~The Agencies shall vote on annual contributions to the Team. The minimum annual contribution for each Agency is \$16,000. The Fire Chiefs shall have the authority to vote on any increases in annual contribution, and any such increases will require a unanimous vote.~~
- (b) The Agencies will determine the type and amount of equipment to be purchased for collective use by the Agencies. The Fire Chiefs will collectively administer and control a special fund held by the designated fiscal Agency, ~~currently the Reno Fire Department,~~ listed above for purchasing equipment covered in the Agreement.
- (c) It is anticipated that there will be a need for items such as capital expenditures, training, equipment replacement, and operational costs in the future. The expenses incurred will be divided equally between the Agencies with a unanimous vote of all three agencies.
- (d) Equipment purchases will be stored at a location determined by the Agreement of the Agencies with a guarantee that said equipment will be delivered to an emergency, without delay, for collective use by members of the Team. When other emergencies occur in a jurisdiction that could pre-empt or delay the delivery of such equipment, notification shall be

immediately made to the requesting Agency so they can coordinate the delivery of the equipment.

(e) Each Agency will have the option of individually or jointly labeling the equipment according to their inventory control procedures.

3. Decision-Making Process

(a) The contribution will be invoiced by the designated fiscal agency at the beginning of each fiscal year. The Fire Chiefs shall have the authority to vote on any increases in annual contribution, and any such increases will require a unanimous vote.

~~(a)~~(b) All decisions within the TRIAD budget, including ~~items to be purchased~~ purchasing, budgeting, and training programs and manuals, will require a majority vote of the Fire Chiefs or their designees.

4. Recovery of Expenses

(a) Requests for assistance shall be provided without expectation of reimbursement for the first twelve (12) hours of response. Should the Responding Agency remain on an incident in excess of twelve (12) hours, reimbursement shall be calculated from the time of the request to the Responding Agency.

(b) In order to reduce the fiscal and legal liability of the Agencies to the Agreement, the Agencies will cooperate to provide advance notification to all surrounding communities and political jurisdictions of the conditions, both financial and cooperative, that must be met in the event that the Team is requested to assist at an emergency in their jurisdiction.

(c) If money can be recovered from an individual or company responsible for an incident within the jurisdictional boundaries of any Agency, the Agency within whose jurisdiction the incident occurred will attempt to collect all expenses incurred by all Agencies and reimburse the other Agencies in proportion to the actual expenses, less costs of collection.

5. Response Procedure

(a) In the event of an incident which requires the services of the Team, the Fire Chief of the Agency within whose boundaries the incident occurs, or his designee, will notify the other Agencies of the need for assistance. The other Agencies will dispatch such personnel and Team equipment they may have as per the request of the calling officer.

6. Direction of Operations

(a) The Agency within whose jurisdiction the incident occurs will be primarily responsible for the direction of the operations. The Fire Chief of that Agency, or his designee, will have the responsibility and authority to direct all individuals, regardless of their status as employees

of the other Agency, and to release the other Agencies in whole or in part as conditions warrant.

(b) It is understood and agreed that each purchase of equipment and expenditure of funds for the Hazardous Material Response Program comes under the practices and policies of the jurisdiction administering such funds. Appropriate authorizations consistent with current law will be maintained pertaining to such equipment.

(c) The jurisdiction where the incident occurs will assume necessary liability for personnel operating from other jurisdictions consistent with public policy and the terms and conditions of this Agreement. Under no circumstances will cooperating Agencies be held responsible for emergencies occurring outside their political jurisdiction so long as they remain on duty and are not grossly negligent. Further, each Agency shall provide their respective employees worker's compensation coverage, salaries, and related benefits. Notwithstanding the foregoing, pursuant to NRS 277.180, the parties to the Agreement shall be deemed joint employers for immunity from liability under Nevada's worker's compensation laws.

7. Resolution of Disputes

(a) If a dispute among the Agencies cannot be resolved by the Fire Chiefs, the matter will be presented to the City Managers of Reno and Sparks and the ~~Chairperson~~Chair of the Board of Fire Commissioners for resolution. If an agreement cannot be reached at that level, ~~and any~~ Agency may withdraw immediately from this Agreement. Any Agency withdrawing from this Agreement ~~as a result of~~due to non-resolution of a dispute is subject to the conditions listed in Section ~~89~~, part (b).

8. Ratification and Term

(a) This agreement shall become effective upon ratification by appropriate legal action by the governing bodies of the parties as a condition precedent to its entry into force and shall remain in full force and effect until June 30, 2027, unless revoked by either party without cause, provided that a revocation shall not be effective until 90 days after a party has served written notice of revocation to the other party.

~~8.9.~~ Termination of Agreement

(a) Except as provided above, the Agreement may be terminated by mutual consent of all the Agencies or unilaterally by any Agency without cause upon ninety (90) days written notice. The Agencies expressly agree that this Agreement shall be terminated immediately if any Agency's funding ability supporting this Agreement is withdrawn, limited, or impaired. If this event occurs, the affected Agency shall ~~immediately~~ notify the other Agencies in writing immediately.

(b) Any Agency that unilaterally terminates this Agreement shall forfeit any and all ownership

interests in any and all apparatus, equipment, supplies, and cash-on-hand held or owned by the Team.

(c) The remaining Agencies may continue this Agreement subject to such modification that may be necessary to redistribute the obligation, responsibilities and assets.

(d) If the Team is terminated by mutual consent of all the Agencies, all jointly purchased equipment and supplies will be divided and returned in proportion to the monetary contribution of the Agencies or, where appropriate, based upon the original acquisition of the equipment or supplies by the respective Agencies and all cash-on-hand will be divided equally among the Agencies.

9.10. Hold Harmless

(a) The parties will not waive and intend to assert available remedies and liability limitations set forth in Chapter 41 of the Nevada Revised Statutes and case law. ~~Contractual~~[The contractual](#) liability of the parties shall not be subject to punitive damages. To the fullest extent of Chapter 41 of the Nevada Revised Statutes, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other party from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorney's fees and costs arising out of any alleged negligent or willful acts or omissions of the indemnifying party, its officers, employees and agents. The indemnifying party shall not be liable to hold harmless any attorney's fees and costs for the indemnified parties chosen right to participate with legal counsel.

10.11. Third Party Beneficiaries

(a) This Agreement is not intended to create, or to be construed to create, any right or action on the part of any person or entity not signatory to the Agreement, nor create the status of third-party beneficiaries for any person or entity.

11.12. Amendments and Modifications

(a) This Agreement constitutes the entire Agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless otherwise expressly authorized by the terms of the Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

12.13. Assignment

(a) A party shall not assign, transfer or delegate any rights, obligations or duties under this Agreement without the proper written consent of the other parties.

13.14. Governing Law; Jurisdiction

(a) This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada.

14.15. Execution of Counterparts and Signatures

(a) This Agreement may be executed in more than one counterpart, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. An electronic or facsimile signature shall be valid for all purposes.

IN WITNESS WHEREOF, each ~~of the parties~~ party has caused this Agreement to be duly executed on its behalf by an authorized representative.

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

ATTEST

By: _____
Alexis Hill, Chair, Board of Fire Commissioners

Washoe County Clerk

Dated this ____ day of _____, 2024

APPROVED AS TO FORM

District Attorney

CITY OF RENO

ATTEST

By: _____
Hilary Schieve, Mayor, City of Reno

Reno City Clerk

Dated this ____ day of _____, 2024

APPROVED AS TO FORM

Reno City Attorney

CITY OF SPARKS

ATTEST

By: _____
Ed Lawson, Mayor, City of Sparks

Sparks City Clerk

Dated this ____ day of _____, 2024

APPROVED AS TO FORM

Sparks City Attorney

DRAFT

Regional Hazmat Coordinator position
Minimum Requirements and Assigned Duties:

Minimum Requirements

A valid driver's license is required at time of appointment.

ICS 100, 200, 700 and 800 within 30 days of appointment.

ICS 300,400 within 1 year of appointment.

HazMat IC within 1 year of appointment.

HazMat Safety Officer within 1 year of appointment.

160hr HazMat Technician Certificate at time of application.

Assigned Job Duties

1. Continue to build internal relationships through regularly scheduled joint training, drills, and exercises.
2. Conduct a joint annual training meeting with each HAZMAT fire station to develop a Master Training and Exercise Plan (MTEP) for the next two years.
3. Develop a joint leadership succession plan for the TRIAD HMRT Program Coordinator.
4. Create task books for the first (3) years of a technician's career, identifying minimum levels of training and performance standards.
5. Develop a consistent format within the TRIAD HMRT to record training for HAZMAT responders.
6. Integrate training records in a master training record database that TRIAD HMRT leadership personnel can access and simultaneously maintain separate individual training records for Reno, Sparks, and Washoe County.
7. Develop a database to share lessons learned from exercises, drills, and incidents.
8. Use lessons learned to plan future exercises.
9. Establish relationships with high-hazard facilities in our response jurisdiction and coordinate tours for team members to conduct pre-planning.
10. Ensure all our equipment is functioning properly and develop a plan across all three agencies to ensure consistency in maintenance programs.

11. Serve as the primary instructor for the team. Revise the training model to host “mini sessions” in each agency of jurisdiction. This would allow more focused topics while not interrupting operational flow.
12. Maintain a relationship with the Health District. This relationship would foster the environment to train together regularly and ensure all parties involved are aware of the steps to properly respond to incidents and terminate them correctly.
13. Represent the TRIAD in the LEPC arena. This individual will assist with grant opportunities and work with the three agencies represented to seek out appropriate grants.
14. Develop a training module for regional command and response. This individual would respond to all regional hazmat events and serve as a liaison between the IC and our team. This individual will not be “on-call” during non-business hours but will be paid overtime if available to respond during after hours events.
15. Re-establish our team with our local cooperators such as our hospitals and other community response entities. Conduct semi-regular training to ensure the readiness of our area for a major event.
16. Continue to build the “Custodian” program where we identify team members who want advanced training in a specific topic and we develop a plan to foster that learning environment.
17. This position will report to the Triad Chiefs and will provide a quarterly update regarding the team’s status. He/she will also attend the monthly operations meeting and assist with completing long and short-term goals.

Exhibit B

Salary Breakdown down for 40-Hour Battalion Chief - City of Sparks

Title: Division Chief

	Top Range - Current Salary	July 1, 2024 3% COLA	July 1, 2025 3% COLA	July 1, 2026 3% COLA
Hourly Rate	\$72.19	\$74.42	\$76.65	\$78.88
Annual Base Salary*	\$150,155.20	\$154,795.26	\$159,435.33	\$164,075.39
Div Chief Incentive (10%)	\$0.00	\$0.00	\$0.00	\$0.00
Uniform Allowance	\$1,040.00	\$1,040.00	\$1,040.00	\$1,040.00
Workers Comp	\$13,745.00	\$13,745.00	\$13,745.00	\$13,745.00
Longevity	\$6,650.00	\$6,650.00	\$6,650.00	\$6,650.00
Medicare (1.45%)	\$2,488.06	\$2,555.34	\$2,622.62	\$2,689.90
PERS (50%)	\$75,077.60	\$77,397.63	\$79,717.66	\$82,037.70
Health Insurance	\$26,143.00	\$26,143.00	\$26,143.00	\$26,143.00
Salary	\$150,155.20	\$154,795.26	\$159,435.33	\$164,075.39
Benefits (Including Incentives)	\$125,143.66	\$127,530.97	\$129,918.28	\$132,305.60
TOTAL COST	\$275,298.86	\$282,326.23	\$289,353.61	\$296,380.99

Agency Contribution*

July 1. 2024 (3% COLA)	\$94,108.74
July 1. 2025 (3% COLA)	\$96,451.20
July 1. 2026 (3% COLA)	\$98,793.66

* Annual Base Salaries are based on the current rate for Fiscal Year 2023/2024 and are estimated for future COLA's. These amounts may change upon ratification of a new/revised C.ollective Bargaining Agreement between the City of Sparks and the Labor Association