

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

TUESDAY

9:00 A.M.

APRIL 6, 2021

PRESENT:

**Bob Lucey, Chair**  
**Vaughn Hartung, Vice Chair**  
**Alexis Hill, Commissioner**  
**Kitty Jung, Commissioner**  
**Jeanne Herman, Commissioner**

**Janis Galassini, County Clerk**  
**Charles Moore, Fire Chief**  
**Mary Kandaras, Deputy District Attorney**

The Board convened at 10:00 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:

**21-058F      AGENDA ITEM 3 Public Comment.**

Ms. Shyrl Bailey, West Washoe Association Secretary, expressed frustration about the proposed plans for the new Washoe Valley Fire Station. She asserted that Fire Chief Charles Moore stated there would be no displacement of existing resources in Washoe Valley. She opined that was not the case according to the plans, which did not include the promised Regional Emergency Medical Services Authority ambulance, the staff recommended helipad, or a Sheriff substation. She provided a handout, which was placed on file with the Clerk.

**21-059F      AGENDA ITEM 4 Announcements/Reports.**

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore gave accolades to Jet Plumbing for rescuing a dog that was stuck in a drainage ditch at Rancho San Rafael Park on April 2. He noted the dog was caught 25 feet down at first then lodged herself down 40 feet. He said Jet Plumbing dropped all their appointments, assisting with their camera technology to locate the dog, which allowed staff to make a plan to get the dog out. He asserted it was not often a company would drop everything to assist, but he said Jet Plumbing came to the rescue.

Chief Moore introduced Direct Support Specialist Jamie Kuryllo, who came to the TMFPD from the North Tahoe Fire Protection District with fire experience.

**AGENDA ITEM #5A**

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Chief Moore said open burning would probably end in April due to a pile burn that was left unattended on April 1 which then spread. He noted a neighbor aided with a garden hose until the TMFPD was able to respond and to suppress the fire.

Vice Chair Hartung expressed appreciation to Jet Plumbing for their assistance and asked for a Proclamation to be issued.

Commissioner Jung agreed a Proclamation was in order and felt the Animal Advisory Board should be present. She recalled a voter initiative from 2001 which allocated a portion of property tax for Animal Services that passed with 61 percent of the vote. She said a former Board Chair asserted people would never vote for animals. If the vote were on a ballot this past year, she felt it would have passed by 90 percent of the vote. She was proud that Jet Plumbing was her plumber and appreciated them being a great partner in the community. She thanked Chief Moore and Deputy Fire Chief Alex Kukulus for providing information about incidents, including not only the status of the humans involved but also the pets.

#### **CONSENT ITEMS – 5A through 5I**

- 21-060F**      **5A** Recommendation to approve the meeting minutes from the March 2, 2021 Board of Fire Commissioners Meeting.
- 21-061F**      **5B** Recommendation to authorize staff to execute release of claim documents, after review by the District Attorney, related to District response to motor vehicle accidents in order to collect fees authorized pursuant to NRS 474.550. (All Commission Districts.)
- 21-062F**      **5C** Recommendation to acknowledge the communications and reports received by the Washoe County Clerk on behalf of the Truckee Meadows Fire Protection Districts Board of Fire Commissioners included in the category “Communications”. (All Commission Districts.)
- 21-063F**      **5D** Recommendation to approve cost of living and PERS salary adjustments for unclassified and non-represented confidential and administrative employees in an amount that follows the Truckee Meadows Fire Protection District Supervisory Unit Collective Bargaining Agreement effective July 1, 2021 and going forward until rescinded. (All Commission Districts.)
- 21-064F**      **5E** Recommendation to approve a resolution to donate one (1) surplus 1924 LaFrance Pumper Fire Engine in “as is” condition from the Truckee Meadows Fire Protection District to the Shreveport Fire Department and if approved, authorize the Chair execute Resolution for same. (All Commission Districts.)

- 21-065F** **5F** Approve the purchase of one (1) new Compact Track Loader from Cashman CAT, 600 Glendale Avenue Sparks, NV 89431 in the amount of \$113,452.74 using the Sourcewell Cooperating Purchasing Program. (All Commission Districts.)
- 21-066F** **5G** Recommendation to approve retroactive and continued purchases for needed supplies, materials, equipment and contractual services from various suppliers that have or will exceed in the aggregate \$100,000 during this fiscal year but will remain within available adopted budget funding. All such purchases will continue to be subject to and in accordance with the provisions of the Local Government Purchasing Act. Vendors receiving these additional funds include the following: Sierra Electronics Inc., Silver State International, Interstate Oil Company, LN Curtis & Sons, and Purcell Tire & Rubber. Amounts to be paid to each of these vendors, respectively, shall not exceed \$150,000. The supplies, fuel, materials, equipment and contractual services to be provided by each include but are not limited to equipment repairs, equipment supplies, tires and installation. (All Commission Districts.)
- 21-067F** **5H** Approve a Resolution of the Truckee Meadows Fire Protection District Board of Fire Commissioners declaring its intent to lease property at 400 Stampmill Drive, Wadsworth, Nevada 89442 APM 084-332-02 to the United States Bureau of Land Management for a minimum of \$3,637.00 annually and to set a public meeting on May 4, 2021 at 10:00 a.m. at which objections to the lease may be made by the electors of the Truckee Meadows Fire Protection District. (Commission District 4.)
- 21-068F** **5I** Recommendation to approve an amendment to the lease Agreement between Truckee Meadows Fire Protection District and the Bureau of Land Management, for property at 3405 White Lake Parkway, Reno Nevada, APN 087-141-24, adjusting the leased area from partial premise use for a minimum of \$12,000 annually to include the entire premise for a minimum of \$20,765.00 annually, and accept a one-time payment of \$6,298.51, for charges associated with the BLM's use of propane from December 2016 through December 2020 as required by the original lease terms. (Commission District 5.)

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

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

**21-069F**      **AGENDA ITEM 6** International Association of Firefighters, Local 2487  
Report.  
A. Guns and Hoses Annual Tournament

International Association of Firefighters President Josh Kutz spoke about the Annual Guns and Hoses Golf Tournament to be held on April 26 at Lakeridge Golf Course, announcing it was sold out although there were still opportunities for hole sponsors and raffle item donations. He said it was a very popular tournament and something they put on with the Washoe County Sheriff's Association and the Truckee Meadows Fire Protection District for the past nine years. He announced the tournament supported the Northern Nevada Children's Cancer Foundation, who, since 2000, helped more than 535 families and provided more than \$5.3 million in direct family assistance.

Captain Kutz stated the union had a fantastic working relationship with the administration staff, so he had no issues to report. He noted 85 percent of members had been vaccinated, which was making station life easier by not needing to require masks while at the station. He said they were starting to get back to trainings.

Captain Kutz said Medic 45 continued to be the primary responder in Sun Valley, which proved to be a good training tool for many new probationary paramedics without a previous opportunity to work on an ambulance. He expressed appreciation for Medic 45 staying in Sun Valley.

Chair Lucey appreciated the perspective of the union and what was going on with frontline workers. He asserted so much went on with the District that the Board did not see.

There was no public comment or action taken on this item.

**21-070F**      **AGENDA ITEM 7** Proclamation - Volunteer Appreciation Week

Chair Lucey read the Proclamation. He expressed appreciation to the people who volunteered their time to protect and serve the community.

Red Rock Volunteer Firefighter Diane Karp thanked Fire Chief Charles Moore for the support and said she had been a firefighter and emergency medical technician volunteer at the station since 2008. She noted the volunteer station would be revamped soon which would correct some issues. She thanked Commissioner Herman for acquiring a grant to provide items for the volunteer staff that would make their lives easier.

Palomino Valley Volunteer Firefighter Brian Peck indicated he started as a volunteer in 2013, saying they had a few fires to respond to, but volunteers could not do their job without committed professional firefighters. He thanked the Board for its support.

There was no response to the call for public comment.

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

**21-071F      AGENDA ITEM 8 Fire Chief Report**

A. Informational briefing on operational matters and activities for the month of March and April 2021 to include the following items:

1. Renewal of the Cooperative Agreement Between TMFR and the City of Reno for Automatic and Mutual Aid.
2. Green Waste Disposal and Open Burning.
3. New Engine Delivery.
4. Hungry Valley / Reno Sparks Indian Colony Responses.

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

C. Review of recent critical calls response statistics for February 2021 to include Mutual and Auto Aid for our regional partners.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore mentioned he had spoken with Reno Fire Department (RFD) Fire Chief David Cochran about a Geographic Information Systems (GIS) regarding call volume if changes were made so the closest unit was dispatched for emergency medical services (EMS). He provided handouts including an automatic aid analysis and map, which displayed areas where the RFD could help and another area where the TMFPD could help them. He referenced the Stead Station, which was in the City of Reno's jurisdiction and received a heavy volume of priority 1 and 2 calls, as well as the Geiger Grade area, where RFD Engine 12 was closer and could respond faster than the TMFPD could. He wanted to concentrate on those two areas and other areas like Verdi where TMFPD Station 40 could respond faster than the RFD. He said there were opportunities to help each other. When the computer-aided design (CAD) system was upgraded, they would have the full opportunity to utilize automatic vehicle locator technology and send the closest unit if an agreement were reached by both parties. This was the first step, and he thought he and Chief Cochran agreed on taking additional steps to do this, but he wanted the Board to know the impact to TMFPD stations. He wanted to get the agreement renewed with boundary areas being adjusted through an operating plan change and the use of a CAD program. He hoped to bring the automatic aid mutual agreement to the Board in May or June at the latest.

Vice Chair Hartung wondered how staff arrived at the numbers provided on the analysis and asked why the calls were so disproportioned. Chief Moore explained they asked GIS to look at the CAD data for two years to see how many priority 1 and 2 EMS calls were closer to the TMFPD's jurisdiction and how many were closer to RFD. Vice Chair Hartung asked where the Regional Emergency Medical Services Authority (REMSA) was in the response priority. Chief Moore indicated REMSA responded to priority 1 and 2 calls but, depending on the location, the TMFPD could be closer to the incident. He knew the Emergency Medical Services Advisory Board performed a study to show how often REMSA arrived before fire services and vice versa, but that was not part of this analysis. Vice Chair Hartung wondered whether there would be a time when costs would need to be trued up. Chief Moore noted that would be a policy decision the Board

of County Commissioners and the Reno City Council would have to make; it had not been part of the discussion between he and Chief Cochran. Vice Chair Hartung thanked Chief Moore for the clarification.

Commissioner Jung thought Chief Moore had done a great job and the process had come so far since the Chief and the Board started discussing who could respond fastest. She spoke of past issues that led to struggles between the agencies. She gave Chief Moore credit for pushing this so policy makers could work out the details. Her constituents were more concerned about receiving a response to a call than about who responded. She credited Vice Chair Hartung for breaking down the barriers and getting volunteers to enhance the work of professional firefighters in providing the best service. She spoke about giving it time to see if a true up was needed, in which case she would be happy to pay for it if her citizens were getting the resources they needed.

Vice Chair Hartung wondered whether it was time for another station in the north valleys. He felt it might be the right time to look at moving resources north. He thought the call volume exhibited the need for another station.

Chair Lucey thought many discussions had taken place about why things could not be done a certain way, which often resulted in the agencies not communicating and working together. He agreed that Chief Moore did great work opening the lines of communication not only with the City of Reno but with the City of Sparks and REMSA as well, building relationships to address the concerns. He felt Chief Moore had opened people's eyes to the idea of assisting each other and growing as a County. He mentioned the County continued to evolve yet relied on 40-year-old agreements and processes. He thought consolidating services would be better than building new stations. He believed taxpayers and residents felt that it did not matter who they received services from as long as they were provided in a timely manner. He told a story about the volunteer station in Smith Valley responding faster to a ranch of a close family member with a massive brain injury. He said two Care Flights and REMSA also responded quickly and worked to evaluate and transport one adult and one child. He noted it was that type of work which needed to continue to evolve, and it was the response the community needed. Fighting about policy, payments, and response was not doing a service to the community.

Commissioner Hill echoed the comments of the other Commissioners and looked forward to planning together with the RFD. She wondered whether creative ways could be established to provide the best service to the community.

Chief Moore mentioned Green Waste collection dates and locations were included in the Chief's report and would carry into June. He felt fortunate to have 17 field crew members that could process the green waste in a robust manner. He said they previously used the station crews and only had a few firefighters to help. He stated 15,000 cubic yards were collected in the fall and all or most of the piles had been burned at the Silver Lake site. He indicated more and more people were taking advantage of the green waste service which was a great resource to avoid pile burning. He said larger property owners needed to utilize pile burning due to the volume of their waste.

Chief Moore stated the new four-wheel drive engine for the Galena Station had arrived, to be followed by four additional engines that looked like the engine in his report. He indicated it would take two months to get all the equipment installed and the engines into service.

Chief Moore previously spoke to Chief Cochran regarding the processes the RFD used to serve the Reno-Sparks Indian Colony, who had property within the urban area of Reno. The City had a contract for service. He said he had relied on a mutual agreement in the past, but they had very few volunteers at the Reno-Sparks Indian Colony and they would not go off tribal land to assist any other agencies, so it was not truly a mutual aid agreement. He mentioned the agreement expired and, since no mutual aid was available, he wanted to approach them about a fee for service like the RFD provided in their jurisdictions. He said he would start conversations with them if the Board had no objections.

Chief Moore stated the dashboard and monthly report would stand as written in the Chief's report unless there were any questions.

Vice Chair Hartung was glad Medic 45 was brought up and wondered whether a Medic 46 was being considered. He explained the bulk of the calls that Station 46 responded to came from an elder care facility which provided a continuum of care for people 55 and older; he felt EMS call volumes would continue to rise. He asserted Medic 46 could relieve pressure from paramedics who were being trained around the region. Chief Moore indicated he would address this issue during the budget presentation.

There was no public comment or action taken on this item.

**21-072F** **AGENDA ITEM 9** Presentation and recommendation to continue dispatch agreement with the Washoe County into 2021 and direct staff to explore less costly and/or more efficient alternatives to be presented to the Board at a later date. (All Commission Districts.)

Deputy Fire Chief Alex Kukulus reviewed the background information and said the goal was to get direction from the Board and bring back alternatives at a future meeting. He conducted a PowerPoint presentation and reviewed slides with the following titles: Current Washoe Dispatch/TMFR Arrangement; Washoe Dispatch – TMFR Annual Fees; Contributing Factors to Rate Changes; Current EMS Dispatch Process; Dispatch Alternatives; Recommendation; and Questions.

Chair Lucey thought decisions the Board made had consequences on other agencies, which could create a domino effect. He believed the direction in which the District was going as far as dispatch was needed, but it was still a growing issue. However, the recommendations were unique and a smart way to approach the issue. He expressed concern about the process for calls to be transferred to the Regional Emergency Medical Services Authority (REMSA) and possible delays. Deputy Chief Kukulus replied Truckee Meadows Fire Protection District (TMFPD) resources would be dispatched from automatic

vehicle location (AVL) if the TMFPD was dispatched by REMSA; if it was an automatic aid situation, it would be more of a static-type script where they had polygons on maps. The model was a bit archaic but that was the best they could currently do. He said changing this would enhance response times for TMFPD resources because it would identify the closest engine; the automatic and mutual aid processes would be status quo. He thought everyone would be on the same CAD and AVL systems within 24 months if policy makers decided for that to happen. Chair Lucey said it would truly be a regionalization of dispatch. Deputy Chief Kukulus believed this was a step in the right direction.

Chair Lucey brought up how important volunteers were in the community and wondered whether this decision would impact the status of volunteers. Deputy Chief Kukulus replied all the policies and procedures would remain the same and volunteers would continue to be dispatched.

Chair Lucey expressed concern about REMSA's staffing and wondered whether they could accommodate increased staffing if they took over dispatch responsibilities. Aaron Abbott, Executive Director of REMSA, stated they could staff up for additional calls, and they were currently dispatching for 85 percent of the calls already. REMSA's CAD system had the capability to process calls by assigning first due engines, ambulances, and resources needed for an emergency. The additional staffing would be specific to adding capacity for TMFPD calls and calls they normally did not handle, such as fire or hazard incidents which were currently processed at Washoe County Dispatch. He said they had the capability and would add the necessary equipment to accommodate additional consoles. He noted everyone was cross trained and they did not dedicate certain positions to fire dispatch only. Chair Lucey asked whether dispatchers were previously trained as paramedics or emergency medical technicians. Mr. Abbott stated that was a requirement for their dispatch positions.

Commissioner Hill was supportive of the alternatives and wondered whether there was a precedent for pulling out a request for qualifications (RFQ) on this. Chief Moore replied they could do that, but the only possible providers were the Cities of Reno and Sparks, Washoe County, and REMSA. He said costs were an issue and \$500,000 would help with the addition of other resources. The Board could go through the RFQ process if it wanted, but he thought the overarching efficiencies they would have with REMSA were attractive. One efficiency could be no longer sending fire engines to priority 3 calls.

Commissioner Hill wondered whether other communities had gone through non-governmental agencies to do dispatch, as well as the disadvantages of not routing calls through the Sheriff's Office. Deputy Chief Kukulus said more research would be done before this was done and there would always be pros and cons with transitions, but he was confident the issues could be resolved.

Mr. Abbott said there was precedent for it, and it had been successful across the country. He said he was a privately contracted administrator of a public Joint Powers Authority that provided fire and EMS dispatch services to 42 different districts. He said



that model provided leverage on both sides and they could leverage in the public arena where needed; there was nimbleness on the private side and an ability to get things done quickly. He spoke about calls being transferred to REMSA for Emergency Medical Dispatch (EMD). EMD call processing was very structured, important, and based on clinical evidence so a priority could be given to each call and the proper type of response and equipment could be sent. Through their franchise agreement, they processed EMS calls for more than 25 years, longer than anyone else in the community. He said they were an accredited center of excellence which was an extremely difficult accreditation to achieve. A third party came in to evaluate random calls, audit them, and certify them at a certain level. He indicated REMSA was the only company in the area certified and accredited at that level.

Commissioner Hill asked whether mental health calls were routed through fire dispatch. Mr. Abbott said they had protocols in place for mental health calls processed through the EMD. He noted a recent pilot project where City of Reno call takers were diverting some mental health patients to Crisis Call Center, but the project was in its infancy stage. He said the opportunity was there to do better with mental health calls, and REMSA dispatched fire and EMS simultaneously for many different types of mental illness calls. There was consideration in Washoe County of how to handle those types of calls better because paramedics did not necessarily provide the type of service a mental health patient needed. He noted they were aware of deficiencies in the 911 system regarding how to deal with mental illness. Commissioner Hill mentioned it would be helpful for staff to list the other communities that used this process to understand the pros and cons.

Commissioner Jung conveyed the timing of this was forced but she loved the idea. She felt the Sheriff's Office would not be sad to see this change happen. She encouraged staff to consider all best practices going forward.

Commissioner Jung spoke about chronic mental illness patients and envisioned Washoe County joining forces with REMSA, fire agencies, the Sheriff's Office, and dedicated social workers to go on mental health calls with the first responders to provide a more complete coverage of care. She thought not having social workers in the field was doing the community a disservice. She expressed appreciation for Mr. Abbott's presence, saying she was impressed with his credentials, and the community was lucky to have him. She thanked Deputy Chief Kukulius for being a creative thinker and said this issue had been discussed for many years. She thought it would be a new day for Washoe County if these changes could be successfully made. She was pleased with the County's relationship with REMSA and noted it had not always been a productive culture. She was supportive of the changes and would help wherever needed.

With 85 percent of the EMS calls already going through REMSA, Chair Lucey felt it was a smart move to allow the TMFPD to prioritize and send the appropriate equipment for calls, reducing wear on fleet vehicles. He said the TMFPD was funded through a special assessment tax from unincorporated residents but would receive the expertise and quick response of a regional service. He thought the concept of dispatching only EMS calls was an amazing idea. He asked whether a cost would be associated with

the remainder of calls that would go to regional dispatch. Deputy Chief Kukulius explained the plan was to send 100 percent of calls through REMSA with only fire calls going through regional dispatch and onto the TMFPD, but the calls would also be retained by regional dispatch in case law enforcement dispatch was needed.

Vice Chair Hartung expressed support and thought it was a great solution. He referenced the call log and confirmed that the majority of calls were EMS. He felt this change made sense and looked forward to recommendations being brought to the Board.

Deputy Fire Chief Kukulius acknowledged Washoe County dispatchers did a great job and this change was not a reflection of dissatisfaction in their work. He noted the following week was National Dispatch Week.

There was no response to the call for public comment.

On motion by Vice Chair Hartung, seconded by Commissioner Jung, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 9 be approved.

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It was determined that Agenda Items 11 and 12 would be heard together. Deputy District Attorney Mary Kandaras announced no action would be taken on the items.

**21-073F** **AGENDA ITEM 11** Recommendation to authorize a Request for Qualifications (RFQ) process for professional design services and appointment of a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way – and direct the selection committee to return to the Board of Fire Commissioners with recommendations. (Commission District 5.)

**AGENDA ITEM 12** Recommendation to authorize a Request for Qualifications (RFQ) process for Owner's Representative / Construction Management services and appointment of a committee to evaluate respondents for the Hidden Valley Fire Station located at 3255 West Hidden Valley Drive, the Truckee Meadows Fire Protection District Administration Building, located at 3663 Barron Way, and a proposed new fire station in Washoe Valley to be located on 6 lots located at 310, 315, 330, 335, 350, and 355 White Pelican Way - and direct the selection committee to return to the Board of Fire Commissioners with recommendations. (Commission District 5.)

Chief Charles Moore reviewed the capital projects being worked on, including the rebuilding of Station 37 in Hidden Valley. They purchased the residence, had

schematic plans, received approval from the Board of Adjustment, and had all the entitlements to rebuild the structure. He acknowledged the Board had many questions at the February meeting about selection of the design team, design and project delivery methods, and cost. Another capital project included improvements for the Barron Way facility, and the budget review would include recommendations for that work.

Chief Moore mentioned the consolidated station in Washoe Valley was another capital project and there had been a lot of citizen input as to the design, but the contemplation was to combine the Bowers Mansion Station and the Eastlake Station into one with the ability for fire, ambulance, Sheriff, and a helipad. He mentioned the details would be addressed during the budget review item. He noted discussions had occurred to determine whether the Truckee Meadows Fire Protection District (TMFPD) or the Regional Emergency Medical Services Authority (REMSA) would provide the ambulance. In the event the TMFPD would purchase the ambulance, they were considering a three-person engine team and a two-person paramedic ambulance team. That was the set up at the Sun Valley Station and the group there enjoyed that.

Chief Moore introduced Division Director of Engineering and Capital Projects Dwayne Smith to talk about the capital projects being taken over by the County. He noted they were critical improvements needed by the District.

Mr. Smith said the department supported Chief Moore and the delivery of capital projects for the District. He said the County would start at the beginning of these projects, going through all the permitting activities and selection of the appropriate project delivery methods, including consultants, contractors, and agreements. Under the shared services agreement, he said, they were styled to support the District in those processes, which included schedules and budgets.

Vice Chair Hartung expressed support for this item and said Mr. Smith and staff did a great job. He thought this would streamline processes. He noted they had a great track record and good relationships throughout the County.

Commissioner Hill commended Chair Lucey for helping this come together and for utilizing County resources to get these projects completed.

Chair Lucey thought this was the smartest path forward for capital projects in the unincorporated area. He mentioned no one knew planning, zoning, and building needs better than Engineering and Capital Projects staff. He felt this would allow Chief Moore to focus on fire needs. He thanked Chief Moore and Mr. Smith for their hard work.

There was no public comment or action taken on these items.

**21-074F**      **AGENDA ITEM 10** Presentation and recommendation to approve Truckee Meadows Fire Protection District's Fleet Replacement Schedule. (All Commission Districts.)

Division Chief Joe Schum conducted a PowerPoint presentation and reviewed slides with the following titles: Vehicle Inventory Overview; Type 1 – Fire Engine; Type 3 & 5 – Brush Engines; Water Tenders; Light Duty Vehicles; Aerial Apparatus; Ambulance; and Questions.

Commissioner Hill hoped the overview would help the Commissioners and the community understand the District was being thoughtful when purchasing vehicles. She thought there could be some policy to research a greener fleet for light duty vehicles. She committed to helping with a grant which would fund an onsite electric vehicle charger to help employees as well. She wanted to show how green they could be.

Chair Lucey said this was a great learning experience for the entire Board. He spoke about the aerial apparatus at Station 33 on Foothill Road and wondered how often it was used and if it was beneficial to the department. Division Chief Schum replied the age and amount of use of the unit would increase the cost of ownership and time it took for maintenance. He said the crew benefited from having the aerial truck and it was a great tool for structure fires. He mentioned it responded to all structure fires in the north valleys and it was in the southern automatic aid zone with the Reno Fire Department. How often the equipment would be used was unpredictable because it would depend on the type of fire and structure, along with many other factors. He explained they had to rely on other partners before they had the aerial apparatus. He thought it was essential because it was a safer way to access taller structures at a lower grade.

Chair Lucey said it was great to know it was useful. He knew it was used the prior year at an apartment complex fire. A number of larger buildings being built in the unincorporated area could utilize this equipment. He watched the firefighters train with it and thought it was beneficial to the department. He said the aerial apparatus had been added as a benefit to offer other agencies. He noted it was a large engine to store and there were only two stations that could accommodate its size at the current time. Division Chief Schum said consideration was being given to placing another truck into service in the north, but nothing was confirmed. He said the Sparks Fire Department had two ladder trucks and the Reno Fire Department had one closer to the north. He noted conversations had started about expanding the fleet. Chair Lucey said it was important for people to understand the fleet schedule moved parallel with capital expenditures and plans.

Commissioner Jung noted whoever decided on the color scheme for the newest truck did a great job.

There was no response to the call for public comment.

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

**21-075F**      **AGENDA ITEM 13** Recommendation to acknowledge status report regarding the current Fiscal Year 2020-2021 budget and discussion regarding the priorities and projects anticipated for the Fiscal Year 2021-20/22 budget and direct staff to return with a Tentative and Final Budget incorporating the recommendations for adoption at a public hearing to be scheduled at a later date. (All Commission Districts.)

Chief Moore stated the presentation would be an informational update as to the District's current financial status and what staff anticipated for the future.

Chief Fiscal Officer Cindy Vance recalled how the District, not yet knowing the economic impact of the COVID-19 (C19) pandemic, had taken a very conservative budget approach for Fiscal Year (FY) 2020, initially projecting a general fund ending balance of \$8.5 million; in reality, the ending balance ended up being \$11.5 million. Much of the difference was due to expectations that certain taxes might decline, which turned out not to be the case. Property taxes for FY20 were anticipated to increase approximately 6 percent to \$21.3 million, and another increase of approximately 6 percent was expected for FY21.

The District's FY21 projected budget had been around \$7.8 million, Ms. Vance continued, while the State of Nevada projected a little over \$9 million. She said the District was on track to approach the State's projection, which would be an increase of more than \$1 million. For FY22, State projections were currently at \$10.3 million and staff's intention was to follow those predictions.

Ms. Vance explained new revenue sources were introduced during FY21; the NV Energy and Nevada Division of Forestry (NDF) programs generated additional revenues but came with additional expenses. A Staffing for Adequate Fire and Emergency Response (SAFER) grant funded three positions. Although the SAFER grant provided funding, expenses for those three positions would have been there without the grant, either in position funding, overtime costs, or benefits for the fuels crew. Insurance reimbursement for motor vehicle accidents and ambulance services had been implemented, and the prevention department was seeing the costs for plan reviews and inspections increase. There had been more overtime than anticipated, with a greater number of ambulance crews running and a need for backfilling staff when employees were out sick, and there were additional expenses related to the C19 response. These costs were not covered by the Federal Emergency Management Agency (FEMA).

Ms. Vance indicated there would be a 3 percent cost of living increase for fiscal years 21 and 22. Insurance rates had increased approximately 10 percent and further increases were likely in the future. Staff also anticipated a Public Employees Retirement System increase in FY22 and would bring budget augmentations to the Board prior to each fiscal year. The next budget augmentation was expected to true up projections versus actual spending from the NV Energy and SAFER grant funds. Additionally, since the District entered FY21 with a higher fund balance than originally anticipated, transfers would be

requested to cover unfunded liabilities, including other post-employment benefits and crude compensated absences. Although staff budgeted high in those categories, Ms. Vance explained, it had been a significant year between fires and C19 response. FEMA payments were significantly delayed in recent months and staff did not expect those funds to come within the current fiscal year. As Chief Moore had previously mentioned, staff would present the tentative budget to the Board in May, with a public hearing later that month.

Chief Moore reviewed the District's priorities for FY21/22. He stated employees had requested more training support, which meant facilities would be needed. Division Chief Joe Schum's duties were currently divided between fleet and logistics; it was possible his position could be fully dedicated to company-wide training, allowing for more than one engine to participate in drills and facilitating offsite training seminars for staff to learn best practices and new ideas. Requests for new positions in human resources, emergency medical services (EMS), and fire prevention would also be included in the future budget. Staff would work on how to fund them and whether the positions should be contracted or brought in as full-time employees.

The Chief spoke about rounding out service delivery, particularly in the northern parts of the County where 75 percent of monthly calls were originating. The District would work closely with the Regional Emergency Medical Services Authority (REMSA) on a ground emergency medical transport program, for which the federal government would begin paying public entities additional funds for any response costs exceeding amounts covered by Medicare. Early assessment had shown this program could potentially add around \$3 million in revenue, which could help support additional resources in the north.

There was currently a three-person engine and a two-person rescue at Station 45, Chief Moore remarked, and REMSA had committed to adding an ambulance in Washoe Valley. He stated the labor group felt this would be an effective combination, and he thought it would allow more flexibility than a three-person engine company. In the future, REMSA could possibly be utilized as a contractor at Station 46 as well as in other areas, which could increase revenue and improve the District's ability to serve the public.

Chief Moore mentioned providing a one-year notice to Apple to begin planning on that station. He noted the District was beginning to see increased call volume along the Interstate 80 corridor, which could potentially necessitate as many as three more stations in the future. He also spoke about moving a crew into the Silver Knolls and Lemon Valley areas and having conversations with the City of Reno about where they would be deployed. The Chief imagined more stations and additional firefighters would be added in those areas over the next three to five years; staff intended to study that possibility and bring back more information in the future. Though there had been previous internal discussions about hiring a consultant for that process, Chief Moore felt District staff had sufficient expertise and institutional knowledge to decide where resources would be needed. Plans would be brought back for the Board to review and affirm.

Chief Moore asked whether there were any other items the Board might like staff to work on during the next FY. He noted an in-depth budget development meeting was scheduled for later that afternoon.

Vice Chair Hartung expressed appreciation for the Chief's work on the Apple station, saying it would be valuable to the District's infrastructure in the future. However, he wanted to know why a two-person rescue would be added at the East Lake and Bowers Mansion stations if call volumes for those areas totaled around 37 per month, while Spanish Springs had 142 per month. He believed most of the calls in Spanish Springs were for EMS with many originating at senior care facilities, and he thought it might be better to bring additional resources to that area instead. He noted doing so could also provide support to the Palomino Valley and Winnemucca Ranch areas.

Commissioner Jung added she would like to find out who else could help with response in certain areas when District staff was unable to respond. For example, she knew the Washoe Valley area had an automatic aid agreement with Carson City, but the Spanish Springs area seemed to be on its own as the City of Sparks did not have the capacity to assist and tribal fire departments did not provide assistance to areas beyond tribal lands. She wanted to ensure backup plans and mutual aid agreements were part of the District's priorities. She advocated caution regarding the future potential for annexation, which could leave the City of Reno absorbing responses from both the District and its own taxpayers in certain areas.

Chair Lucey agreed the annexation issue was an ongoing challenge and would need to be addressed. He indicated District staff had worked hard to maintain a conservative budget, but it was constantly being diminished by other entities taking advantage of the District's income-generating sources. He thought discussion about a potential regionalization plan was needed, which might help the different entities address issues and share funding collectively as a region. He spoke about the Apple station and its role in the master plan, as well as the possibility of the District responding in Story County. He hoped staff would continue to work towards making services as fair and equitable as possible for all District residents.

Vice Chair Hartung realized the Apple station would not be staffed anytime soon but reiterated his support of it as a valuable addition to the District's infrastructure. Chief Moore believed it would be possible to successfully staff the Apple station once it was built, and he thought the Board would be pleasantly surprised once they heard staff's plans for this.

There was no response to the call for public comment.

On motion by Vice Chair Hartung, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 13 be acknowledged and directed.

**21-076F**      **AGENDA ITEM 14** Recommendation to approve the purchase of one demonstration ambulance for enhanced surge capacity and medical standby needs from Braun NW Inc. in an amount not to exceed \$165,000 in accordance with NRS 332.146(1), a noncompetitive procurement for merchandise left after an exhibition. Allowing the District to purchase this equipment, left after an exhibition results in a savings of approximately \$50,000 below the cost of equivalent equipment and is below the market cost in the community. (All Commission Districts.)

Chief Moore said the ambulance at the Bowers Mansion Station was a 2006 model and not mechanically reliable. As they continued to work closer with the Regional Emergency Medical Services Authority, he noted, they had the opportunity to save approximately \$50,000 by committing to a purchase that would be expended in the next fiscal year; however, it needed to be under contract. He asserted it would be a more reliable unit.

There was no response to the call for public comment.

On motion by Commissioner Hill, seconded by Commissioner Herman, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 14 be approved.

**21-077F**      **AGENDA ITEM 15** Recommendation to approve the 2021 Annual Performance Evaluation of District Fire Chief including a discussion of results, goals, and objectives; discussion and possible action to approve a merit increase of up to 5% to the Chief's current salary as provided in Section 3 of his employment contract and, if approved, authorize the Staff to make all necessary adjustments. (All Commission Districts.)

Human Resources Manager Carla Arribillaga presented the results of Chief Moore's annual evaluation. She noted the survey ran from March 5 until March 15, and 30 participants from the Board of Fire Commissioners, direct reports, internal stakeholders, and external stakeholders were invited to take it. She stated 27 people responded, which was an 87 percent response rate. She asserted most responses showed he met or exceeded expectations. She reviewed the survey in its entirety.

Chair Lucey felt the process was robust and allowed for quality responses for the Chief. Vice Chair Hartung preferred to sit with his direct reports instead of filling out a survey. He felt Chief Moore was doing a great job and wanted to talk with him directly.

Commissioner Jung pointed out Chief Moore's overall accomplishment the past year was a culmination of many items that came together after several years of working. She thought his work legitimized the tax money that residents in the unincorporated Washoe County paid. She said the Chief had built an empire since he started in 2012, a function of this Board pushing him so hard. She mentioned Chief Fiscal Officer Cindy Vance was scared of the Board's desire to move forward, but she reminded



the Commissioners to be mindful of the bottom line while still considering other ways to deploy services. The community needed to know the Board had their best interests in mind and did not need to worry about the Board or Chief Moore managing the services. She mentioned firefighters administered vaccinations in areas that could be difficult to get to, a factor not included in his evaluation. She praised Chief Moore for his Public Information Officer (PIO) who created awareness of who Chief Moore was by sight, name, and behavior. She spoke about the great job staff did talking to the media and thought the PIO taught them well how to provide information to the public. She expressed appreciation for the relationship Chief Moore had with his staff and said it was unheard of to have no union complaints. She wanted this to be a time for Chief Moore to celebrate his successes. She agreed with Vice Chair Hartung and reserved her review until she could deliver it in person. She was impressed by Chief Moore and the team he created. She said her survey for Chief Moore was a 10 out of 10 in all categories.

Commissioner Herman was proud to take the survey and said Chief Moore received a perfect score from her. She thanked him for his service to the community.

Vice Chair Hartung reviewed each of the categories with Chief Moore and said the Chief exceeded his expectations in every one of them. He felt Chief Moore was a man of his word.

Commissioner Hill completed the survey but said there were many questions she could not answer because she had only worked with Chief Moore for four months. She acknowledged he loved his job and the community. She expressed appreciation for his openness to Commissioner feedback and inclusion of it as part of his overall vision. She looked forward to getting to know him better and thanked him for his commitment to the community.

Chair Lucey expressed appreciation for the work Chief Moore had done over the past year and his willingness to provide leadership went unannounced. He asserted so much of the Incident Management Team was comprised of Truckee Meadows Fire Protection District (TMFPD) employees under his leadership. The choice to help to administer vaccines to people in the community happened because of Chief Moore. The Chief was still able to accomplish so many outside goals despite it being a challenging year. He felt Chief Moore deserved a 5 percent merit increase. He thanked him for doing a phenomenal job coming up with resolutions to the challenges of the past year.

Chief Moore admitted he was humbled by the comments and praised his employees by saying he never had such a great team in the 40 years he had been in fire service. The accomplishments made over the past year from fire prevention to operations were achieved because of this great team, and he shared the credit with them for the drive and expertise they brought.

There was no response to the call for public comment.

On motion by Chair Lucey, seconded by Commissioner Jung, which motion duly carried on a 5-0 vote, it was ordered that Agenda Item 15 be approved and authorized, and a merit increase of 5 percent be approved for Chief Moore's salary.

**21-078F      AGENDA ITEM 16 Announcements/Reports.**

Chair Lucey said he wanted a robust discussion about the three capital projects referenced earlier to be included on the May agenda.

**21-079F      AGENDA ITEM 17 Public Comment.**

There was no response to the call for public comment.

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**12:28 p.m.** There being no further business to discuss, the meeting was adjourned without objection.

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**BOB LUCEY**, Chair  
Truckee Meadows Fire  
Protection District

ATTEST:

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

*Minutes Prepared By:  
Doni Gassaway and LJ Burton, Deputy County Clerks*