

**BOARD OF FIRE COMMISSIONERS
SIERRA FIRE PROTECTION DISTRICT**

TUESDAY

4:00 P.M.

APRIL 10, 2007

PRESENT:

Bob Larkin, Chairman
Jim Galloway, Commissioner
David Humke, Commissioner
Pete Sferrazza, Commissioner

Amy Harvey, County Clerk
Katy Singlaub, County Manager
Melanie Foster, Legal Counsel
Michael Greene, Fire Chief

ABSENT:

Bonnie Weber, Vice Chairman

The Board met in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

07-15SF AGENDA

In accordance with the Open Meeting Law, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Commissioner Weber absent, it was ordered that the agenda for the regular meeting of April 10, 2007 be approved.

07-16SF CHIEF'S PROGRESS REPORT

Fire Chief Michael Greene commented that one of the most important areas concerned work on the organizational structure and increasing communication between all levels of the organization. He met weekly with the five separate 501(c) volunteer groups to talk about new roles and responsibilities, as well as the creation of a subspecialty area for the volunteers. Chief Greene stated that the Galena volunteers had changed their bylaws for the first time in 32 years to follow what would become Sierra Fire Protection District's (SFPD) policy related to roles and responsibilities of volunteers.

Commissioner Galloway asked if there was any progress in exploring possible co-facility use with the Sheriff's Department. Chief Greene referred to the Strategic Plan Areas in his progress report, where coordination with other planners was considered 10 percent complete.

Chief Greene indicated this was his first progress report and asked if the format and content were acceptable to the Commissioners. Commissioner Galloway observed the report was basically a Gantt chart without the bars. Chairman Larkin encouraged Chief Greene to use a standard Gantt chart for future reports. Commissioner Galloway noted that the County had an established color code pattern and suggested Chief Greene look at the charts used by Public Works.

Commissioner Galloway asked if a decision had been made about using the Galena Station or the Joy Lake Station. Chief Greene responded that a decision had not yet been made. Commissioner Humke commented that both were great locations.

In response to a question by Commissioner Sferrazza, Chief Greene explained that a crew supervisor, a squad boss, one firefighter, and an administrative assistant had been hired since he began as Fire Chief, and the hiring process for seasonal firefighters was currently underway.

Commissioner Humke stated that the progress report from Chief Greene was a monumental improvement over past reports received by the Commission.

On motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Commissioner Weber absent, it was ordered that the Sierra Fire Chief's Progress Report be accepted.

07-17SF EXPENDITURE – TWO NEW TRUCK CHASSIS

Chairman Larkin disclosed that he had no relationship whatsoever to the Larkin Circle address given for the vendor in this item, nor to anybody who lived there.

Commissioner Galloway asked about the sole source justification and whether there were any trucks available under a State contract. Fire Chief Michael Greene stated that two water tankers (also known as tenders) were currently on loan from the Nevada Division of Forestry and would have to be returned July 1, 2007. Upon going out to bid, it was discovered that there was a significant expense of approximately \$340,000 for each new tender, as well as a time delay to get them purchased. The two trucks under consideration had been purchased by the dealer in anticipation of a State bid, which had been awarded to someone else. Commissioner Galloway asked how the price to the County compared to the price bid for the State contract. Chief Greene commented that the State bid had been for trucks configured for a different purpose, so there was not a true comparison available. Commissioner Galloway was looking for some assurance that a vendor was not being favored if there was something else available through a State contract. Battalion Chief Mike Heikka stated that the two truck chassis were part of a State bid for oil trucks. Since the bid did not go through, the price offered for the cabs and chassis was the same as that bid for a complete unit minus the build-ups that Sierra Fire would not use. It was a substantial reduction compared to buying them off the lot. Commissioner Galloway asked if it was possible to purchase the chassis through a State

bid process. Chief Heikka responded that it would require Sierra Fire to start over with a new bid process.

On recommendation by Fire Chief Michael Greene, on motion by Commissioner Humke, seconded by Commissioner Sferrazza, which motion duly carried with Commissioner Weber absent, it was ordered that the sole source purchase of two new (2006) International Chassis be approved from Silver State International Trucks, 2255 Larkin Circle, Sparks, Nevada, for a total cost of \$187,256, and the Sierra Fire Protection District utilize currently owned water tanker (tender) equipment to accomplish retrofits.

COMMISSIONERS'/STAFF COMMENTS

Chairman Larkin asked Fire Chief Michael Greene to provide an update on the upcoming fire season at the next Board meeting, including what was expected, how resources would be deployed, and any other pertinent information.

Chairman Larkin asked when the new Fire Coordinator would begin work. County Manager Katy Singlaub introduced Fire Services Coordinator Kurt Latipow, who had been on the job for about one week. Mr. Latipow explained that he had retired from service after 30 years in California, primarily in local government with a few years spent at the state level. He had been the Administrative Deputy Chief for the Office of Emergency Services, Fire and Rescue Branch, where he managed fire management assistance grant contracts and mutual aid payment contracts, as well as negotiating several national contracts for the State of California. Over half his career was spent as a chief officer, primarily as a fire chief in local government, beginning with volunteer organizations and moving into combination organizations. He had a fair amount of background in wildland interface, developing programs for awareness, defensible space and fuels management.

Commissioner Galloway noted his understanding that Mr. Latipow would be the County's representative in contract discussions with the Truckee Meadows Fire Protection District (TMFPD), would be present at fire advisory board meetings, and would also be involved in some operational activities. He asked Mr. Latipow if he would also be keeping track of equipment and assets. Mr. Latipow responded that he was already working with the TMFPD on equipment issues and there had been some preliminary meetings to discuss tracking and usage, as well as a program to standardize specifications for equipment purchases. Commissioner Galloway pointed out there was equipment located in other parts of the State that was supposed to be returned. He and Chairman Larkin asked Mr. Latipow and Chief Greene to track that equipment down.

Commissioner Galloway commented that he and Parks Director Doug Doolittle had a great meeting with Terri Marceron, the Tahoe Basin Manager for the U.S. Forest Service, where she provided a package containing the fuels reduction plans for the Basin. He offered to get a color copy of the package for Chief Greene.

PUBLIC COMMENT

There was no response to the call for public comment.

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There being no further business to come before the Board, the meeting was adjourned at 4:56 p.m.

ROBERT M. LARKIN, Chairman
Sierra Fire Protection District

ATTEST:

AMY HARVEY, Washoe County Clerk
and Ex-Officio Clerk, Sierra
Fire Protection District

*Minutes Prepared By
Lisa McNeill
Deputy County Clerk*