

North Lyon County Fire Protection District
195 East Main Street
Fernley, Nevada 89408
District Office (775) 575-3310 District Fax (775) 575-3314

MINUTES

of a Meeting of

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

January 28, 2016

1. Call to Order

Meeting called to order by Chairman Heston on January 28 at 1804 hours. Directors present include Chairman Heston, Director Osborn, Director Carr and Director Daggitt. Director Watson was present via telephone conference.

The Pledge of Allegiance was led by Director Osborn. A moment of silence followed.

2. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting)

None

3. Consent Agenda*

- 3a. Approval of Board Agenda
- 3b. Approval of Board Minutes
- 3c. Approval of Revenues and/or Expenditures
- 3d. Review of Summary Run Reports

Director Carr made a motion to approve Consent Agenda as presented: January Board Agenda, January Revenues/Expenditure Report, December Run Reports and December minutes..

Director Osborn seconded the motion.

The motion carried as follows: 5-0-0

Heston	Aye	
Osborn	Aye	
Carr	Aye	
Watson	Aye	
Daggitt		Aye

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4. Election of 2016 Board of Director Positions*

Director Osborn nominated Ed Heston for Chair, Linda Carr for Secretary/Treasurer and John Osborn for Vice-Chair.

Director Carr seconded the nomination.

The nomination carried as follows: 5-0-0

Heston	Aye	
Osborn	Aye	
Carr	Aye	
Watson	Aye	
Daggitt		Aye

5. Discussion and possible action regarding C.E.R.T.*

Director Daggitt stated he did some fact finding and would like documents so they Board knows what C.E.R.T. is doing and approve the S.O.P's and guidelines. Chief Huntley stated he asked for those documents and is not sure why he has not received them. Director Heston stated they need to know what exactly C.E.R.T. is doing and he wants to see the policies set for them. Chief Huntley stated the procedures are done and a motion needs to be made or the item will die.

Director Carr stated that the Board needs to be careful, she is not against C.E.R.T. but the Board needs to know the guidelines and facts. She stated that the line staff is her current priority. She is leery of C.E.R.T. and does not want people "getting too big for their britches" and think they can tell staff what to do. Director Carr also worries because Chief Huntley has so much on his plate that this adds another task for him to oversee.

Director Daggitt is concerned that the district is in a positive place and are doing well, he does not want to add financial issues. He stated as long as C.E.R.T. follows guidelines, chain of command and can stand alone financially with grants it is okay to keep going. Chief Huntley replied they are standing alone financially and positive in the community. Director Carr stated there is no need to table this item. She stated the Board wants the documents and can always change the policies if they don't like them and they can get rid of C.E.R.T. if they do not abide by the rules.

Director Osborn made a motion to accept C.E.R.T.

Director Daggitt stated he was still discussing the item.

Director Osborn withdrew his motion.

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Director Carr stated she wanted C.E.R.T. under the volunteers but don't want them voting on volunteer or district issues, they need to stand alone and only make decisions regarding C.E.R.T.

Chief Huntley stated they are working on the Volunteer Bi-Laws to include a C.E.R.T. Division under the Volunteers with the District Fire Chief being in charge.

Director Watson stated C.E.R.T. is a valuable resource but should have process and have to abide by the guidelines and know the chain of command. Chief Huntley stated he would have the policy emailed.

Director Osborn disclosed that he attended a C.E.R.T. Academy.

Director Heston made a motion to accept C.E.R.T. into the NLCFPD, under the Volunteer Organization but with no vote in Volunteer Meetings.

Director Carr seconded the motion.

The motion carried as follows: 5-0-0

Heston	Aye	
Osborn	Aye	
Carr	Aye	
Watson	Aye	
Daggitt		Aye

Linda Carr stated she will be monitoring the group and making sure they abide by the guidelines.

7. Reports of Directors, District Fire Chief, Staff, Volunteers and Incident Support Team

Eugene Larsen reported on C.E.R.T. and their current activities and trainings.

Chief Huntley reported that the Rehab Team responded to the Dog Leg Fire and sent members to the Traffic Safety Management and they cleaned and organized the training trailer.

Chief Huntley reported the Volunteers designated Jesse Richardson to get trainings organized and the SAFER Grant will give training funds to the volunteers only. HE reported that he has not heard anything with regards to the non-profit status.

Chief Huntley reported that staff is doing great and coming to him with ideas to help the district. They have created an apparatus committee and are looking to purchase a Type III Engine for Wildland Assignments, it will be on the February agenda and purchased with funds generated from previous fires.

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Chief Huntley reported on fires and major incidents, stating that all did a great job and worked well together. He reported the new ambulance will be delivered the first part of February and we will have a dedication ceremony at the February meeting.

Chief Huntley reported that he had a meeting with the District Attorney regarding new subdivisions and tentative maps, he has concerns with the services we will be able to provide if there is new growth.

Chief Huntley reported that we are moving away from the Lyon County Comptroller and Human Resources, we are going to do in-house with third party providers. He stated the County is also doing more with less people and it will be better for our staff and district if we have other companies working for us. He stated that he and Mrs. Miller have been meeting with several vendors and looking at which will provide the best services for the money. He stated we are currently paying Lyon County \$24,000.00 to provide the services and we are looking to spend about half of that. He stated we will have the new HR services in place by April 1 and accounting services in place by July 1.

Director Osborn stated he is glad to see us moving away from the County and knows it will work for everyone. He asked if there was still an issue with the pay discrepancy that was brought out several months ago. Chief Huntley replied there has been no more discussion as only one person seems to think it was incorrect, all else agree we are doing it correctly. Director Heston also agreed it was good to move away from the County services.

Director Heston asked about the Clerical Assistant position. Mrs. Miller stated that has been put on the back burner due to the all of the meetings with vendors. She stated she sent the final draft to Director Carr and Chief Huntley for approval.

Director Watson wanted to applaud staff on the care he was provided during his car accident. He stated he received excellent services.

Director Daggitt stated he had questions regarding the part time position, but those have been answered.

Director Carr stated her heart and passion is with this district, her entire life has been here. She stated that she cares and her decisions are not personal and she will always ask questions and be the devil's advocate to make sure the district survives and that she is doing what the voters need her to do. She stated that she supports staff 150% and thanks all of them for their support and care to the district. She stated the Board will keep an eye on the Volunteer program and C.E.R.T. and make sure all are doing what is right for the Community and Staff. Director Carr stated she will be looking for the S.O.P's. Director Osborn agreed and stated the Board can't be "Yes Men" and everyone needs to respect that and not carry the decisions with them.

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Director Heston thanked the Board for all of their time.

8. Public Comment (No action will be taken on any subject during public participation until it has been properly placed on an Agenda for a subsequent meeting)

Tammy Dittman, C.E.R.T., thanked the Board for approval and hopes they can follow the needs and guidelines.

Chief Huntley stated that Congressman Amodei met with him and staff last week to discuss the Districts issues, if you would like to know the outcome of that meeting please see him.

9. Adjournment*

Director Carr made a motion adjourn at 1906.

Director Osborn seconded the motion.

The motion carried as follows: 5-0-0

Heston	Aye	
Osborn	Aye	
Carr	Aye	
Watson	Aye	
Daggitt		Aye

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NOTE(s): All items indicated by an asterisk (“*”) were Action Items.
A complete and detailed record of this meeting was recorded on CD
January 28, 2016.

Respectfully Submitted By:

Kasey Miller, Office Supervisor
North Lyon County Fire Protection District

February 17, 2016
Date

Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
<input type="radio"/> Approved as Read	___	___	___	_____

<input type="radio"/> Approved with Corrections	___	___	___	_____

Jon Osborn, Vice-Chair
North Lyon County Fire Protection District

Date