

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

MINUTES

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

August 23, 2018

**1. Call to Order**

The meeting was called to order by Chairman Watson at 1800 hours. Directors present included: Vice-Chairwoman Hon, Director McCassie, Director Riesen and Director Shattuck. Jack Angaran and Chief Huntley were also present.

The Pledge of Allegiance was led by Linda Carr. 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. Public comments are limited to 3 minutes.)**

Rehab member Sue Seidl reiterated former Director Osborn's resignation letter.

Citizen Becky Taylor stated her concern for Sky Lanterns due to her neighbors use of them and landing in her yard. She said there are LED alternatives, and she is concerned about animals being exposed to the debris while foraging for food.

Citizen Kevin Standlee stated his father was a firefighter and he questioned the thought process of considering Sky Lanterns considering the high fire risk. He said it is a terrible idea.

CERT member Elizabeth Harper stated her concerns regarding the Sky Lanterns as she lives on Sage and the wind blows toward her house. She also stated her concern about whether there would be enough insurance to pay for losses in the event of a fire and said if it didn't there would be potential for many large lawsuits.

**3. Approval of Consent Agenda\* (All matters listed under the consent agenda are considered routine and may be acted upon by the Board of North Lyon County Fire Protection District with one action, and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting.)**

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**3a. Review & Approval of Board Agenda**

Director Shattuck made a motion to approve Consent Agenda 3a.  
Director Hon seconded the motion.  
The motion carried as follows: 5-0-0

Watson	Aye
Hon	Aye
McCassie	Aye
Riesen	Aye
Shattuck	Aye

**4. Presentation regarding Tax Initiative by IAFF Local 4547-member Bill Snyder**

Mr. Snyder stated he is not representing the Local IAFF; he is representing Keep Fernley Safe. He stated the question was completed and submitted on time and the for and against arguments are completed as well. Mr. Snyder stated when they receive the ballot question number, public signs will be posted; mailers will be sent too.

**5. Discussion and Action regarding Lantern Festival/Fire in The Sky at Fernley 95A Speedway\***

Fernley 95A Speedway owner Dan Simpson introduced Speedway Manager Matt Sherman, and requested the Board approve a permit for their proposed event on December 30, 2018. Mr. Simpson stated the event tickets would be limited to 3,000 and there would be two launches; one at 7:00 p.m., and the second at 12:01 a.m.

Discussion ensued.

Director Riesen made a motion approve the Permit of Lantern Festival/Fire in The Sky with the contingent on the Speedway increases their insurance coverage to \$10,000,000.00 on each; the Track and Fire District.

Director McCassie seconded the motion.

Discussion ensued.

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The motion failed with 2 votes in favor and 3 votes against:

Riesen	Aye	Watson	Nay
McCassie	Aye	Hon	Nay
		Shattuck	Nay

**6. Report from District Fire Chief Huntley regarding the status of the GEMT Reimbursements**

Chief Huntley stated Leah Lamborn has completed 2016 and is currently working on 2017 with the assistance of staff and accounting. He said Mrs. Lamborn expects a higher yield with 2017 due to increased EMS incidents.

Director McCassie inquired as to the submittal date of 2016, to which Chief Huntley said he would get.

Director Riesen inquired as to why Chief Huntley is, “handing off these responsibilities to somebody else?”

Chief Huntley stated there are people working with EF Recovery often, and the accountants have information needed. He said we are a small District and he is not a Fire Chief that can sit and look at numbers all day because he is pulled to many tasks.

Director Riesen asked Chief Huntley what the percentage is for Federal reimbursement for VA, Medicare?

Chief Huntley stated with Medicare it is about \$500.00, but as for exact percentages he didn't know but will get him the information.

Director Riesen stated the Board should be made aware of the percentages and statuses on a bi-monthly basis.

Chief Huntley invited Director Riesen to meet with him to discuss the matter further, to which Director Riesen agreed saying, “but don't ask me to do it, that's your job.”

Chief Huntley replied, “I am frankly well aware of my job; but when you have input, I'd like to hear it.”

Director Riesen asked specifically for demographics of percentages of payments from Medicare, Medicaid, VA, etc. He said based on those percentages, he can basically tell how much money the District is going to receive.

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Chief Huntley said he would get those numbers to Director Riesen.

Director Shattuck requested this item be on the next agenda.

Director Hon agreed that the report should be added to the Consent Agenda's.

**7. Discussion and possible action regarding Chain of Command and Administrative Duties when the Fire Chief is out of the District\***

Director McCassie noted Chief Huntley was out for a week on medical leave but said there were still some concerns regarding 3 Captains, with 1 Captain on shift there at the time. Director McCassie said he personally called Chairman Watson for information because there seemed to be no communication at all; Chief was out, and he spoke with Chairman Watson; but that was very limited conversation, and staff didn't know what was going on. He said everyone was, "handling their duties; but at the same time, what direction are we going?"

Chairman Watson stated Chief Huntley was already scheduled for leave the week he was out on medical, and it was set who would be covering. He said there were Acting Captains too, but there were campaign fires, and that one of the Acting Captains went out on a campaign fire. Chairman Watson said he did not know if that was discussed; that Kasey had explained the situation to him, and he admitted there was a nobody there to follow the lead.

Director McCassie said shortly thereafter, there were Paramedic interviews scheduled, and someone dropped the ball; they ended up doing them by phone even though a gentleman drove all the way out from Spanish Springs, dressed and ready to have a conversation. He said it was just chaos around here.

Chief Huntley stated it matters who's telling that; he does communicate, and he communicated with staff the day prior to going into the hospital. He said there are times he can't get a hold of everybody, but he does contact someone besides the Chairman of the Board to pass on the information. He said he sent an email to the Captains stating he was in the hospital, and if they had any questions to contact him; the second time he was in the hospital he followed suit as well.

Discussion ensued.

Citizen Matt Johnson asked if there shouldn't be a standard procedure for when the Chief is gone stating specific Captains?

Chairman Watson stated a Director had questions regarding the chain of command, and therefore it was being discussed. He said there is a chain of command which includes the Captains and Acting Captains.

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Chief Huntley stated one of the SOP's states the Chief may designate a Captain to be the Acting Chief in his absence. He said Chairman Watson and himself discussed it when he first went in the hospital; in the event of a prolonged medical situation, he would have done that. Chief Huntley said Staff may say they did not know what was going on, but he has documentation.

Mr. Johnson stated his concern is that in the event the Chief suddenly dies, it should be written in stone whom the Acting Chief would be; and it should be public information.

Chief Huntley stated that it is.

Local IAFF 4547 President Paul Murphy stated there is not an SOP such as the one being claimed and the SOP there is, is in incident command settings; it is not for successorship of operational or administrative breakdown of structure. Mr. Murphy stated per the CBA, line supervisors cannot be asked to assume managerial roles. He said that infringes on the District, and the Chief's management rights; "we cannot have line supervisors in the Union hiring, firing or assigning duties or creating classifications outside of CBA's." President Murphy said the Captains are not to be put in the position of doing the Chief's job other than operationally, running the day-to-day duties; not signing checks, administrative work, etc.

Chairman Watson stated they are only referring to daily operations; providing EMS to our community.

President Murphy stated the issue at hand is the interviews; you cannot put a Captain in a position to do those functions. He agreed, the Captains did not do the interviews; there are two separate arguments happening, and it is misleading. He agreed with Chairman Watson that operationally day-to-day the Captains can assume that role; however, in their job description it very clearly says "on occasion", not from a day-to-day basis. Mr. Murphy said another issue is not having an Assistant Chief to fall back on for day-to-day basis.

Chairman Watson stated that is verbiage and we can work on that, and agreed that, "We would love to have extra personnel, you bet you; but there is verbiage and we are human beings and there is called a sense of pride in our Captains; we believe in our Captains, that is why we promoted 3 of them."

President Murphy stated there is documentation that sets forth the standards for these things, and it seems like it's all new to everyone; we still don't have an SOP that outlines any of this."

Chairman Watson reiterated, "we are human beings and we're working on it; safety-wise, our safety for our guys in the daily operations I think is covered; so that's the big safety issue right there."

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FF/AEMT/Acting Captain Bill Snyder stated if the Acting Captain on shift is in Reno on a transport, is responsible for the City of Fernley; that is responsible at a Chief level. He said Chief Huntley is not around, or maybe 20-hours a week and that is the issue. Mr. Snyder said, "our job is dangerous enough, the way we, just in general; and this-you (the Board) allow things to happen that compound these issues. We're going to kill some folks before my career is over; I guarantee you that. I don't want that. I don't wish that; but this place; we run greater than 3,000 calls a year, we're going to probably run this year. Last year was just under 3,000; we are running structure fires, just ludicrous calls with 4 people, and you're telling me that one of those people is responsible for the whole city; while we're tied up on a medical call; while we're doing CPR in the back; we don't even have somebody to cover the City; manage the City. That's the issue."

Director Shattuck stated his understanding is that, "The current SOP is for a separate issue, and we don't have an SOP for this issue. So, can we start making headway towards coming up with an SOP that directly addresses this? Can we have the Chief, the Union and all parties involved start having discussions so that we can start seeing drafts back and forth; instead of waiting for all the other SOP's that are being worked on, make this one a priority, and make it happen sooner rather than later."

Chairman Watson agreed.

Citizen Rachel McCoy stated, a giant problem as a fire wife is her husband goes to calls all the time where there's only 2 people in District and asked what would happen if her husband dies.

Chairman Watson said they understand; they're trying to get more personnel, and that's why the ballot question is going out.

Mrs. McCoy stated her husband was on a fire with only one other firefighter; no one else.

Sue Seidl stated for the ambulance service the alternative was REMSA, which would only have one ambulance here and a supervisor said one guy would take an ambulance home at night; but one person can't operate an ambulance. She said our guys are doing an outstanding job, but we are limited on funds; the last four ballot items were voted down.

Linda Carr stated a point of remembrance; we used to have a Chief, a Battalion Chief, and a Training Officer. She said we used to have more than one person sitting here; when things went away, we would hire a couple of people to work the Chief's duties in his absence; there are alternatives. Mrs. Carr stated there are solutions available that would not, 'break the bank'. She said you cannot count on the Captains; they have their day-to-day required duties, as do the Firefighters and Paramedics, and they have a responsibility to the City that they do a fine job.

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Mrs. Carr said one Chief is not enough to run this entire District, and there were people such as Shane Cartwright, Steve Carr and Ed Hesston whom were willing to cover the Chief for personal or medical time off.

Director McCassie said it is time to agenize having an Assistant Chief; someone when the Chief is out to handle day-to-day operations and a communication liaison.

Director Hon asked how the District was going to pay for that.

Director Riesen stated he understood those were options before; then the financial situation changed and in 2007 budget restraints eliminated the position.

Chief Huntley stated his recollection is that only one position was impacted, and at the time there was a Volunteer Chief that would fill in. Chief Huntley stated another difference is that there were only two Firefighters before, and when he became Chief, the need was to bring more people on board resulting in additional personnel per shift. He said recently an additional six AEMT/Paramedic were hired, and hopefully that will provide some relief as well.

Chairman Watson stated our guys do an outstanding job; he is sorry we have to put them in that predicament, but we have to be liable for the public too and make sure we provide emergency services for our people in our community.

Director Hon said, "Within the budget they give us."

**8. Discussion and possible action to put District Fire Chief Huntley on Administrative Leave until Independent Investigation is complete\***

Director McCassie stated the investigation is to get to the bottom of hearsay and rumors; there is still a lot of distrust. He said there are still questions regarding where the Chief is, and what he is doing; he comes in late and leaves early. Director McCassie said until the investigation is complete, it might be a good idea to put him on administrative leave; bring in an interim Chief and look internally at how things are being ran and see if changes need made. Director McCassie stated there is a lot of tension here with distrust and a Letter of No Confidence submitted by staff.

Director Hon stated the investigation should be complete in 2 to 3 weeks maximum, and to put him on administrative leave now is unwarranted until the investigation is complete. She said it is not fair to put Chief Huntley on administrative leave for rumors and innuendos.

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Director McCassie said the point of being on administrative leave is to bring in another Chief and look at day-to-day operations; take the opportunity of 2-3 weeks to do a report card of the Department.

Director Hon asked Director McCassie, "And to what cost?"

Chairman Watson stated the Chief's contract obligations will have to be reviewed; whether our Chief has the concept, and if he makes smart cases. He said there's hazard pay to look at, and questions to be asked such as; is he a discredit to the District? Is he interfering with District Operations? Is the District flowing? Are we providing emergency services to the public?

Director McCassie said, "Maybe the Union can have some input on that. I am really concerned at how things are being ran up here."

Chairman Watson asked Director McCassie if safety is a concern.

Director McCassie said, "Safety; again, what can we do different? What can we do to improve this? He said we seem to be sliding, and everybody is afraid to have a conversation." Director McCassie stated there is allegations the Chief comes in late and leaves early; doesn't stay here in Fernley the two nights he is supposed to be.

Chief Huntley stated, "First of all, I am not obligated to do that, and I spend adequate time here. For example; today I came in, I had a 9:00 o'clock; I'm salary, there's flexible hours; I report to people where I'm at."

Director Shattuck inquired as to what is 'adequate hours'? He said, "definition of State of Nevada by salary is 50-hours a week."

Chief Huntley stated, "I easily do that." He said he has meetings at different locations, and being a District Chief, your called and you can't just sit in your office.

Director Shattuck asked Chief Huntley if he tracks his hours on his calendar.

Chief Huntley affirmed and stated he has provided a copy of his calendar to Director McCassie. He said he can't wait until he can provide his calendar to the investigator as well.

Discussion ensued.

Linda Carr stated when he was appointed District Chief, a discussion took place regarding his residing in Fernley. She said one of the stipulations was being here Tuesday and Thursday to be a part of the community; Tuesday for Volunteer meetings and training and Thursday for District Board Meetings.



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Chief Huntley stated that is incorrect, and sometimes he stays over Wednesday nights to attend City Council Meetings.

Director McCassie disagreed with that statement and asked Chief Huntley when the last time he attended a City Council Meeting and gave a report.

Chief Huntley stated two months ago.

Director McCassie stated he would need to verify, but he is sure it has been longer than that and his absence has not gone unnoticed.

Director Riesen stated in his 72 years, having never seen a person being investigated not on administrative leave. He asked why administrative leave after the investigation? Director Riesen said the reason for administrative leave prior to the investigation, is to ensure there is no tampering with anybody.

Director Hon said they are meeting outside of the Fire Department for the investigation. She said the investigation is based on rumors, innuendos and accusations and they are looking for the proof behind it.

Discussion ensued.

Citizen Jerry Ricci stated his concern as a business owner is whether the investigation is personal or professional. He said as business owners and tax payers, these investigations cost them money.

Director Shattuck stated, currently Chief Huntley is being highly scrutinized while under investigation. He continued, "If there was ever a time when you would think that he'd be dotting the I's, crossing the T's and going the extra mile to make sure the department was run properly, while under investigation, it's probably a time where things should be improving more than if you bring in an outsider." Director Shattuck stated bringing in someone new would not give enough time to catch up before the investigation was completed.

Discussion ensued.

Chairman Watson declared the item moot.

**9. 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. Public comments are limited to 3 minutes.)

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Sue Seidl presented Chapstick's and kits containing lotion, a mirror and hairbrush in water proof bags donated by Greater Nevada Credit Union.

Citizen Lisa Hayes stated her support of the Fire Department and Chief Huntley.

Linda Carr empathized with the Board saying she has been a Director and she doesn't envy them. She suggested having contracts for a Duty Chief that would preclude benefits.

Kelly Brie stated his concern regarding egos on the Board of Directors and the difficulty getting tax initiatives passed. He said he is a proponent of consolidating the Fire Department and Pool with the City.

Rehab member Mary Lint stated all should work together and appreciate each other.

CERT member Becki Howlett reported on the check received from The City for working at the 4<sup>th</sup> of July event. She praised the Paramedics for their calm demeanor during an incident.

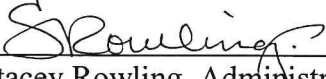
Rehab member Jim Jenne stated the contents of the meeting should have been discussed 5 months ago.

**10. Adjournment\***

Chairman Watson adjourned at 2010.

**NOTE(s):    All items indicated by an asterisk (“\*”) were Action Items.**  
**A complete and detailed record of this meeting was recorded on Micro SD Recorder August 23, 2018.**

Respectfully Submitted by:

  
\_\_\_\_\_  
Stacey Rowling, Administrative Assistant  
North Lyon County Fire Protection District

Sept. 13, 2018  
Date

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Approval of Minutes

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	
Approved as Read	—	—	—	—
✓ Approved with Corrections	<u>5</u>	<u>0</u>	—	<u>5</u>

  
 \_\_\_\_\_  
 Vern Watson, Chairman  
 North Lyon County Fire Protection District

9-13-2018  
 \_\_\_\_\_  
 Date