

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

September 13, 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. Chief Huntley was also present.

The Pledge of Allegiance was led by Becki Howlett. 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.)

None.

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.)

3a. Review & Approval of Board Agenda

3b. Review & Approve Board Minutes

3c. Review & Approve Revenues and/or Expenditures

3d. Review of Summary Reports

Director Hon noted her requested change in verbiage had been completed regarding a failed motion on 3b.

Director Shattuck noted his requested change in verbiage had been completed to Page 9, Paragraph 9 of 3b.

Director Hon made a motion to approve Consent Agenda 3a, and 3b with corrections to Page 9, Paragraph 9.

Director Shattuck seconded the motion.

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TEAMWORKINTEGRITY**SERVICE**

North Lyon County Fire Protection District is an Equal Opportunity Employer

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The motion carried as follows: 5-0-0

Watson	Aye	Shattuck	Aye
Hon	Aye		
McCassie	Aye		
Riesen	Aye		

Discussion of Consent Agenda 3c and 3d ensued.

Director Hon requested Chief Huntley acquire the current amounts received from billing with regard 3c.

Chief Huntley agreed to contact EF Recovery for clarification and report to Director Hon.

Director Riesen asked Chief Huntley how far past due accounts are held before being written off.

Chief Huntley stated EF Recovery works accounts longer than the previous billing company, and most are paid before exceeding 300 days.

Director Hon made a motion to accept Consent Agenda items 3c, and 3d.

Director McCassie seconded the motion.

The motion carried as follows: 5-0-0

Watson	Aye	Shattuck	Aye
Hon	Aye		
McCassie	Aye		
Riesen	Aye		

4. Discussion and possible action regarding Independent Investigation of issues relating to the services provided by the District Fire Chief*

Director Hon reported speaking with Ed Gladding whom said they would be interviewing additional individuals which will extend the investigation to October. She said Mr. Gladding also stated there would not be any additional fees considering the extension.

5. Discussion and possible action regarding the Board of Directors Legal Counsel, designated contacts and recent charges incurred*

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Director Hon stated a bill from the District’s Attorney was received for services provided to a member of the Public. She stated District Counsel should only be available for Staff, Board Directors and Chief Huntley.

Director Hon made a motion that Chief Huntley contact District Counsel and direct that any legal issues that come to him should come only from the Chief, Staff or Board Directors. Director McCassie seconded the motion.

The motion carried as follows: 5-0-0

Watson	Aye	Shattuck	Aye
Hon	Aye		
McCassie	Aye		
Riesen	Aye		

6. Discussion regarding North Lyon Fire Ballot Question 1

Director Hon stated the actual Ballot Question is in the Board Packet along with the for and against arguments. She said the committee spearheading this is doing a fantastic job, and there will be post cards sent out, as well as door-to-door canvassing.

7. Discussion and possible action regarding S.O.P. for Administrative Chain of Command when District Fire Chief is out of the District*

Director Shattuck referred to August 23, 2018 Meeting during which S.O.P. review and drafting were discussed. He said he realizes there is probably not a draft yet and there will be a lot of input from many people; he just wants to be sure this is being worked on and affirmation that the process is moving forward.

Chief Huntley asked the Board, “Is it tied to a time frame? Like if the Chief is out for a week, two weeks, or is it like the current S.O.P. doesn’t say, and it is at the determination of the District Chief, the Board or the Board Chairman?”

Director Shattuck stated to Chairman Watson, “What I would interpret that to be is, either a distinction between; does it kick in automatically after a certain period of time? Or is it at the direction of the Board that it would kick in?” He said he would personally want something that is not set off at a time frame, but by the Director to have it kick in because we don’t know exactly when that type of thing would come up in the future and wouldn’t want somebody to be out on sick leave, or nine days and have it kick in after 7.

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He said if you knew there was going to be a set period; to get it going right away, instead of waiting for a certain time period to elapse.

Chairman Watson said they spoke with Staff and the Union, and there is language needing addressed. He said he is waiting to meet with everyone and start working on it.

Director Riesen stated a meeting is necessary to discuss the issues.

Director Hon agreed more discussion is needed regarding determining factors.

Director Shattuck agreed.

8. Discussion and possible action regarding Assistant Chief or Duty Officer positions*

Director McCassie requested pulling item 8 as it will be included in item 7.

9. Discussion and possible action regarding the purchase of Portable Auto Vent*

FF/Paramedic, Captain John Criscione requested approval for purchase of a portable auto vent for Rescue 62. He stated it will provide ventilatory support for patients who cannot breathe on their own, or who require assistance maintaining adequate ventilation because of illness or trauma. Captain Criscione said they are designed to take the place of manual ventilation, thus allowing the caregiver the ability to provide additional treatment.

Discussion ensued.

Director Riesen made a motion to approve the purchase of AutoVent 4000 with Air Mix Mode with CPAP (Rx), not to exceed \$4,850.00.

Director McCassie seconded the motion.

The motion carried as follows: 5-0-0

Watson	Aye	Shattuck	Aye
Hon	Aye		
McCassie	Aye		
Riesen	Aye		

10. Discussion and possible action regarding sending one fulltime Firefighter/ EMT Advanced to Paramedic School, tuition included*

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FF/Paramedic, Captain Criscione requested sending one fulltime Firefighter/AEMT to Northern Nevada Paramedic Education Program; tuition included. He stated the individual attending the program will acquire the skills to transition from AEMT to Paramedic, allowing the District to provide higher level of care to the community.

Discussion ensued.

Director Hon made a motion to approve one (1) Firefighter/AEMT to attend Paramedic School, if selected; not to exceed \$8,500.00.

Director Shattuck seconded the motion.

The motion carried as follows: 5-0-0

Watson	Aye	Shattuck	Aye
Hon	Aye		
McCassie	Aye		
Riesen	Aye		

11. Reports of Directors, Staff, Volunteers, Local 4547, City of Fernley

Volunteer President, Michael Ochs stated they are moving forward and currently have 13 members.

City of Fernley Councilman, Dan McCassie stated all is quiet in the City of Fernley.

Director Hon stated the Fernley Rotary in coordination with the Oregon California Trail Association are hosting a clean-up of the Swells on Saturday September 15th. She said there will be a caterer available to purchase food from, and Waste Management is supplying two dumpsters for the event. All interested are to meet at 9:00 AM in the empty lot North of Terrible' s.

Director Shattuck praised Captain Criscione on his thorough presentation and apologized to Chairman Watson for not always addressing him; he got roped into the back-and-forth a bit instead of always addressing the Chair, and in the future will work on that.

Chief Huntley stated the single-role positions have been filled and are in operation. He said it is working well; we have made a dent in the times we're calling for mutual aid to cover on ambulance services and have allowances for keeping fire services here. Chief Huntley said he spoke with a Chief at a recent fire whom said he would consider this idea for his department, modeling it after NLCFPD's.

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Chairman Watson reported the 911 Ceremony was great as was the turnout, and he appreciated all who attended as Burning Man was happening then also.

CERT member, Becki Howlett stated they are moving along and will have training next month. She stated Rehab responded to a fire close to Station 62 and delivered air bottles and supplies.

Administrative Assistant, Stacey Rowling reported United Blood Drive on Saturday the 15th at Station 61; weed abatement has a 98% success rate thus far this year, and the ambulance saver program is thriving with a 90% renewal rate.

12. 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.)

Citizen Chris Murphy stated he missed the last meeting; he has been coming to these meeting since Chief Lemke, and his understanding of the last meeting was a circus. He said now we can't have a comment on each agenda item. He said that is the way you have to keep doing it; you can't switch back and forth, it's a violation of public meetings. Mr. Murphy said he only wanted more information from Director Hon regarding item #5; was there an incident that happened that brought the item to the Board.

Director Hon responded to Mr. Murphy stating she did disclose there was an incident that required the item to be put on the agenda.

Mr. Murphy inquired as to the name of the individual involved in the incident; to which Director Hon stated she did not have that person's permission to disclose it.

Mr. Murphy said, "So you won't disclose, but you'll use my tax dollars?"

Director Hon responded saying, "No they were not."

Mr. Murphy stated that is all he had to say, "Thank you".

Citizen Kevin Standlee stated he has footage of USA Parkway fire, and anyone interested may view it on his You Tube station; Kevin Standlee. He commended the Board for adopting a policy closing off the possibility of, "basically unlimited liability for any random member of the public; plundering your legal counsel; spending our taxpayer money, without going through a very fine process." Mr. Standlee also stated his suggestion on item 7 being, "perhaps a model policy would cover all bases; thereby saying the Administrative Chain of Command be triggered off by the Chair, or by action of the Board; in that way it can be taken care of ..."

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13. Adjournment*

Chairman Watson adjourned at 1908 hours.

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 September 13, 2018.

Respectfully Submitted by:

Stacy Rowling
 Stacy Rowling, Administrative Assistant
 North Lyon County Fire Protection District

Nov. 8, 2018
 Date

Approval of Minutes

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

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

11-8-2018
 Date