

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
INCLUDING VIRTUAL ONLINE ZOOM ACCESS

July 15, 2021

1. Call to Order

The meeting was called to order by Chairman McCassie at 1800 hours.

Directors present included Greg McCaffrey, Mike Callagy, Jr., Paul Murphy, and Harry Wheeler.

The Pledge of Allegiance was led by Jason Nicholl. 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.)

Steve Carr congratulated the new firefighters with the best of luck and encouragement to be safe. He said in his opinion, Chief Nicholl has done more for the District than the last 6 or 7 Fire Chiefs had as he has the support of the community with improved public outreach and positive commentary, all within the budgetary constraints. Mr. Carr thanked Chief Nicholl for his great work.

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 of Summary Reports

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Director Wheeler made a motion to accept the Consent Agenda as presented.
Director Callagy seconded the motion.
The motion carried as follows: 5-0

McCassie	Aye	Murphy	Aye
McCaffrey	Aye	Wheeler	Aye
Callagy	Aye		

4. Discussion and possible action regarding Revenue and Expenditures*

4a. Enterprise Fund Revenue and Expenditures

4b. General Fund Revenue and Expenditures

Director McCaffrey made a motion to accept Revenue and Expenditures as presented.
Director Callagy seconded the motion.
The motion carried as follows: 5-0

McCassie	Aye	Murphy	Aye
McCaffrey	Aye	Wheeler	Aye
Callagy	Aye		

5. Badge Pinning Ceremony: Firefighter Parino, Firefighter Bills, Firefighter Callister, Firefighter Morales, Firefighter Selby, Firefighter Chandler

Firefighter Chandler was pinned by his wife.
Firefighter Selby was pinned by his girlfriend.
Firefighter Morales was pinned by his brother.
Firefighter Callister was pinned by his mother.
Firefighter Bills was pinned by his father.
Firefighter Parino was pinned by his sister.

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6. Discussion and action regarding Chief Nicholl's Annual Performance Review*

Kasey Miller stated Chief Nicholl was noticed per NRS of the agenda item to discuss his Annual Performance Review and all five of the Board Director's reviews are included in the Board Packet.

Director Murphy stated he could not answer the question regarding continuing education and asked Chief Nicholl if he has done or is doing any now.

Chief Nicholl stated the Board of Fire Examiners came out with guidance for the Nevada Fire Officer Program and for the first time the Fire Marshal put out a formal Fire Officer recertification; he applied for and completed Fire Officer III recertification. He said he has also completed classes for PIO and Basic Fire Investigation, but because he is educated and credentialed, it is difficult to find things he would not be repeating. Chief Nicholl said after an audit of where staff was, he thought there were a lot of times that the firefighters did not have the opportunity for leadership and investigator classes, and he has put a lot of time into mentoring the officers to bring them to a good level standard, as well as encouraging them and offering all of the outside training available to them. He said that while that does not benefit him personally as a certification, the approach has benefited the District as well as the officers by giving them the ability to extend beyond the basics of being a company officer. Chief Nicholl said he knew nothing of Wildland prior to arriving and since has learned about being an engine boss, finance, division supervision, task force leadership, and strike team leadership. He said he feels like he has put for the effort to learn about wildland with the staff seeing that effort although, not actually gaining the credentials.

Director Murphy conceded Chief Nicholls' great credentials and education, and said he appreciates Chief's hard work in that the District is better today than the day he arrived. He said he has seen nothing but positive change and encouraged Chief Nicholl to keep up the great work.

Director McCaffrey stated his appreciation for the Strategic Plan in outlining long term plans and goals in addition to accomplishing them.

Chairman McCassie said it has been an exciting two years considering the state of the District prior to Chief Nicholl's arrival. He extended kudos to everyone as it is a team effort, and also thanked Chief Nicholl for all he does.

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Director Callagy said he appreciates and respects Chief Nicholls' charisma and ability to energize people, in addition to speaking clearly and concisely with regard to the budget. He said Chief Nicholl is fiscally responsible and puts team and community safety first and he thanked Chief Nicholl.

Director Wheeler agreed with the other Directors and added that Chief Nicholl is involved civically with Rotary which is very well received with tremendous respect in the community. He said Chief Nicholl has a very high standard of himself and the fire district.

Chairman McCassie said with all that said, Chief Nicholl is doing a phenomenal job.

Chief Nicholl said all he asks is for direction and he welcomed each Director to the Station any time they have questions and suggestions. Chief Nicholl said the Board needs to communicate their expectations or he cannot meet them; it helps for him to have short- and long-term goals. Chief Nicholl said his door is always open and his phone is always answered. He said he could not have gotten through the last two years without a phenomenal staff; Director McCassie was correct in that it is a team effort. Chief Nicholl said he feels the firefighters and staff now have permission to be excellent and exceed; he wants them to be better than him in every way, and almost every day they all are. He said he is very proud of his command team and administrative staff and wishes he could do more for them.

Director Wheeler made a motion to approve Chief Nicholl's Performance Review for 2021.

Director McCaffrey seconded the motion.

The motion carried as follows: 5-0

McCassie	Aye	Murphy	Aye
McCaffrey	Aye	Wheeler	Aye
Callagy	Aye		

7. Discussion and possible action regarding Chief Nicholl's Employment Contract*

Chairman McCassie said he requested this item in looking toward the future of the fire department. He said there have been many discussions about stability and where we want to go in the future with the Chief and after reviewing his performance, the Board is extremely happy with what he's doing, where we are going and what has been happening thus, he requested the agenda item to extend Chief Nicholl's contract.

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Chairman McCassie said in order for Chief Nicholl to be vested in PERS he would need a contract for two-years and one week with a small gentlemen's agreement that six months before the end of his contract, they will have a discussion and go through the hiring process of what kind of Chief we want thus, giving Chief Nicholl the time to show the new Fire Chief the workings and direction of the District.

Chief Nicholl affirmed.

Mrs. Miller said if they would need to extend the contract two years and one week *after* this contract.

Chief Nicholl said there is one year left on this current contract, and he didn't want to get to the point with six-months remaining, and should the Board decide to go a different direction, someone would come in cold and a lot of the work would be undone; he wants to be able to have appropriate succession planning with the six-month window at the end for recruiting and overlap for continuity.

Director Murphy asked Chief Nicholl if he wanted to stay more than two years and one week at the end of this contract, to which Chief Nicholl said he didn't know; it is tough with his family out-of-state, but there is a lot still needing accomplished here and he thinks the five-year mark is a good one for him to continue to work positively on things. He said he knows he will continue to look for challenges and things to improve; the intent was to open a dialogue and explore the two-year and one week option. Chief Nicholl said there are some things to be clarified in the contract.

Director Murphy asked what things need clarification, to which Chief Nicholl said regarding the severance package; he currently earns the same for vacation and sick leave and he will continue to donate at least half of his sick leave to the sick leave pay as he doesn't use a lot of it. He said he doesn't use a lot of his vacation time either, and when his contract is up he would probably be unemployed for a time and would like to be able to have that PERS benefit to be able to go with him. Chief Nicholl said typically there is only one option of vacation or sick leave for cash-out and he would like to explore the option of having both those PERS benefits as a cash-out. Chief Nicholl said the current contract is three years with no wage increase, cost of living or adjustments which he not advocating this year but, he would like to discuss the possibility of the district being able to offer him a slight compensation increase.

Director Murphy asked Chief Nicholl if he had a number in mind for compensation, to which Chief Nicholl said yes and no.

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Chief Nicholl said when the waiver is finished, we will have increased all of the wage increases for the firefighters over 28% since his arrival. He said in looking at a five-year contract with a 4% increase per year which equates to 20% and he feels that is a good number to start with which would end out the final two-years and one week of the contract. He said in percentage, it is less than what has been offered to every other member of the district, but enough to keep him progressing forward.

Director Murphy agreed saying what is good for one is good for all and asked if that would be an increase to salary, not in the form of a bonus, with the addition of sick time buy-out as severance, to which Chief Nicholl affirmed.

Director Murphy asked if there is a mechanism we can use to front load the severance fund in the now so we are not hit with ex-amount of dollars the day the contract ends?

Chief Nicholl said there is negotiation room; the one-time buy-out is obviously lump sum and it would take some time to calculate it. He said another option is to have a continuation or installment payments for 3-months or 6-months down the road. He said it is embarrassing to talk about this subject and he does not like to talk about compensation because he always feels guilty but, he is willing to have those discussions.

Director Murphy asked if Chief Nicholl had any other items aside from severance to which Chief Nicholl said he has a list although, not readily available.

Chief Nicholl said he hopes to have further discussion separate from a formal board meeting when the focus can be entirely on just that one thing. He said he would like to have a contract wrapped up, one way or the other, by January 1st.

Chairman McCassie asked if the contract can be extended with negotiations of the other items at a later date.

Director McCaffrey asked if the contract ends July of next year, to which Chief Nicholl corrected it to be June 30th of next year.

Chairman McCassie again asked if they can agree to extend the contract two and a half years and come back and negotiate the options in the contract.

Chief Nicholl said he thinks they have a good handshake agreement on that and he is comfortable handling it all as one package.

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Chairman McCassie reiterated having another meeting to discuss other options, to which Chief Nicholl affirmed.

Director McCaffrey inquired as to setting a goal date for further discussion, to which Chairman McCassie suggested the next board meeting.

Chief Nicholl said a better time would be September; outside of the regular board meeting would be appropriate and adequate.

Chairman McCassie and all Directors agreed.

8. Discussion regarding purchasing new ambulance

Chief Nicholl referred to the quote for the new ambulance as part of the capital replacement plan. He said we are anticipating some unanticipated revenue and as part of that we want to start the ball rolling on the next ambulance replacement; the ambulance that needs to be replaced now has over 250,000 miles on the chassis and the box has a few more miles. Chief Nicholl said according to the manufacturer there is quite a lead time on the chassis and being able to get in the door on it is vital; he has asked the vendor to start looking for a chassis. He said it is not an action item now and he will come back with the full financial information for it, but this is the ambulance he is going to pursue. Chief Nicholl said the reason he is only asking for one is because right now we have a 2020 and 2021 and the new ambulance would be a 2022 and the one after a 2023 which creates a solid rotation in the four-to-five-year range to recycle our ambulances. Chief Nicholl said we have two major capital replacement plans to work with: the apparatus and SCBA; we just replaced the SCBA's with a grant, but they are intrinsically attached to vehicles. He said what he would like to do is add the SCBA's to every vehicle we replace as part of the cost in order to accomplish both capital replacements at the same rate to keep things moving forward; it seems like a logical approach.

Director Callagy inquired as to the life span of those vehicles to which Chief Nicholl said front line life span in most circumstances is 6- to- 7-years, but ours are artificially decreased because of the miles put on them; every trip to the hospital is 80-to-100 miles.

Chief Nicholl said both of the new ambulances are already at 30,000 miles and they haven't been in-service a full year yet. He said we try to start working towards replacement at about 150,000 miles and surely have to pull the trigger on replacement at 250,000 miles. He said above that the maintenance and safety issues become too expensive; it's all based on mileage.

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Chief Nicholl said once the four ambulances have been rotated, we will have one that can be worked into the rotation that may be able to expand the front-line life status of the ambulances for another year depending on how we can keep the mileages as evenly distributed as possible.

Director McCaffrey asked if it will be the same build as the two newest to which Chief Nicholl affirmed it is identical.

Director Murphy asked Chief Nicholl what the make of the two newest ambulances are: Ford or Dodge?

Chief Nicholl said Ford; Ford is the only manufacturer that has a dedicated line for these commercial heavy-duty chassis and is our only option.

Chairman McCassie asked about any recent ambulance incidents to which Chief Nicholl said an accident occurred last week with minor damage that will be repaired by the offending driver's insurance.

Chairman McCassie asked about another ambulance issue with airbags to which Chief Nicholl said it is not the replacement ambulance, but it is having money put into the suspension. Chief Nicholl said although it is almost equal in mileage, the box and chassis are newer than the oldest ambulance we are looking to replace.

Chairman McCassie said he brought it up because it is not always about the miles and the wear and tear, there are other situations that happen so it is better to prepare for preplacement, to which Chief Nicholl agreed.

Director Murphy inquired if any of the staff were injured to which Chief Nicholl responded in the negative saying it took the unit out-of-service for 4-5 hours to complete the paperwork.

Chief Nicholl affirmed this is not an action item and said he hopes to have actionable information at the next board meeting.

9. Discussion regarding the Strategic Plan

Chief Nicholl referred to the three main components of the strategic plan being the: main strategic plan with mission, vision, values, and goals; timelines of operational profiles; areas of responsibility or AOR.

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He said this document as part of the strategic plan divides the department into areas of responsibility, the divisions being: volunteers, medical, capital, wildland, training, administration, and prevention. Chief Nicholl said each of these areas is led by an officer in the department and each have AOR's, staffing, and total budget allotted that division. He said in the document, each particular division is divided; District Administration is led by the Chief who directly reports to the Board of Directors; the Capital Division will be led by Bill Snyder who is being promoted to Captain with a start date of July 24th; a badge pinning ceremony will be held during the next board meeting. Chief Nicholl said the document clarifies the AOR, the name of the person responsible, and their objective. He said when all three parts are put together there is a complete overview of the district.

10. Reports of Directors, Fire Chief, Staff, Volunteers, Local 4547, City of Fernley

Director Murphy: None.

Director McCaffrey: None.

Director Callagy: None.

Director Wheeler reported the Fernley High School Booster Membership will be at Carpet King Interiors Parking Lot on August 12th at 6:00 p.m.

Chief Nicholl reported minor damage to an ambulance that will be repaired soon; in-house legal Ms. Jensen has a presentation for impact fees that is educational only, and he would like to get it scheduled to receive training regarding the impact fees and how they can work with the City of Fernley and the District. Chief Nicholl asked Mrs. Miller if it needs to be a proper meeting if it is training to which she said it would be a workshop.

Chief Nicholl reported the engine listed for sale with mechanical problems is at the shop and he is hoping the money put into it will increase the return on investment when it sells; there are still two Type I engines that are not in front-line status, one being sold after repairs are made; there is a crew on the Beckwourth Complex Fire moving to the front-line on the Doyle side this morning and he is awaiting their call in the next hour to tell him they are safe and on the way home. Chief Nicholl reported with the anticipated unanticipated revenue he wants to move forward with American Battery in getting an air truck that will double as our Rehab vehicle and replace aging staff vehicles including the Fire Marshal's and Wildland Coordinator's as they are both a drain. He said his plan is to replace those two vehicles with either Ford Explorer's or Chevy Tahoe's and outfit them for response for the Fire Marshal and himself; his Dodge pickup would then be repurposed as Wildland.

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Chief Nicholl reported with additional anticipated unanticipated revenue and the knowledge of the waiver contract we have now that has incentives that are frozen and have been frozen for quite some time, in addition to the passing of the budget with three new positions without merit increases, he believes we can offer a one-time bonus to our employees of \$1,000.00 for full-time employees and \$500.00 for part-time employees at a total expense of \$38,000.00. He said he feels it is a reasonable thing to do that is not an ongoing cost as they've worked hard and he would like to do something nice for them.

Stacey Rowling reported Ambulance Saver Subscription renewals began July 1st and to date there have been \$17,000.00 in renewals of which approximately \$3,000.00 are new subscribers.

Mrs. Miller: None.

Volunteers: None.

Rehab member Becki Howlett reported the acquisition of two new misting systems that help cool the firefighters quicker.

Local 4547: None.

Fire Marshal Myers reported last fiscal year had 33 plan reviews for just over \$100,000.00; this year so far there are 28 plan reviews including 29 buildings on Fremont Street that are also building vertical; Mark IV has 30-40% of the concrete poured for their buildings.

City of Fernley: None.

11. 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.

12. Adjournment*

Chairman McCassie adjourned at 1913.

