

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

TUESDAY

4:00 P.M.

JUNE 13, 2006

PRESENT:

**Bonnie Weber, Vice Chairman**  
**Jim Galloway, Commissioner**  
**David Humke, Commissioner**  
**Pete Sferrazza, Commissioner**

**Amy Harvey, County Clerk**  
**Katy Singlaub, County Manager**  
**Melanie Foster, Legal Counsel**  
**Tim Rochelle, Regional Forester**

ABSENT:

**Bob Larkin, 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:

**06-12SF      AGENDA**

In accordance with the Open Meeting Law, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the agenda for the regular meeting of June 13, 2006 be approved with the following change: **Delete** Item 11, Expenditure of Food Purchases for fiscal year 2006/07 for the Fire Fighters of Sierra Fire Protection District.

**06-13SF      MINUTES**

On motion by Commissioner Galloway, seconded by Commissioner Sferrazza, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the minutes of the regular meetings of January 10, February 28 and March 14, 2006 be approved.

**06-14SF      RATIFICATION OF COOPERATIVE AGREEMENT -  
PROVISION OF FIRE SERVICES**

Mary Walker, Walker and Associates, thanked the Board, staff, and everyone involved for their support and direction.

Commissioner Galloway thanked Ms. Walker for her tireless work with the District and staff.

Katy Singlaub, County Manager, thanked everyone involved and stated this was a remarkable achievement. She said there was an extraordinary amount of support and encouragement to overcome obstacles, and she believed this case study would be shared throughout the United States.

Joe Reinhardt, Sierra Fire Protection District Acting Chief, introduced himself to the Board and said he was looking forward to working with staff. He remarked on the anticipation of working within a new Fire District.

Commissioner Humke commented the District had served the needs and desires of the State of Nevada and the citizens protected in the District. He noted the employees of the resulting District had taken ownership of this case and thanked all involved.

Commissioner Sferrazza thanked staff and everyone involved for making this a reality and appreciated all the efforts and hard work.

Upon recommendation of Melanie Foster, Assistant District Attorney, on motion by Commissioner Sferrazza, seconded by Commissioner Humke, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the Cooperative Agreement for Provision of Fire Services between Washoe County, Sierra Fire Protection District, State of Nevada Department of Conservation and Natural Resources, and the Nevada Division of Forestry, effective July 1, 2006 be ratified. It was further ordered that the following Resolution be adopted and Vice Chairman Weber be authorized to execute the Resolution and the Agreement:

**RESOLUTION RATIFYING COOPERATIVE AGREEMENT FOR PROVISION OF FIRE SERVICES BETWEEN WASHOE COUNTY, SIERRA FIRE PROTECTION DISTRICT, STATE OF NEVADA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES, AND THE NEVADA DIVISION OF FORESTRY.**

**WHEREAS**, Washoe County, Sierra Fire Protection District, State of Nevada Department of Conservation and Natural Resources, and the Nevada Division of Forestry are entering into a Cooperative Agreement for Provision of Fire Services; and

**WHEREAS**, chapter 277 of the Nevada Revised Statutes requires that public agencies approve cooperative agreements by resolution.

**NOW THEREFORE**, be it resolved by the Board of Directors of Sierra Fire Protection District that the Cooperative Agreement for Provision of Fire Services between Washoe County, Sierra Fire Protection District, State of Nevada Department of

Conservation and Natural Resources, and the Nevada Division of Forestry is hereby ratified.

**06-15SF      RATIFICATION OF COOPERATIVE AGREEMENT -  
ADMINISTRATIVE AND SUPPORT SERVICES**

Upon recommendation of Melanie Foster, Assistant District Attorney, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the Cooperative Agreement for Administrative and Support Services between Washoe County and the Sierra Fire Protection District, effective July 1, 2006 be ratified. It was further ordered that the following Resolution ratifying the Cooperative Agreement be approved and adopted and Vice Chairman Weber be authorized to execute the Resolution and the Agreement:

**RESOLUTION RATIFYING COOPERATIVE AGREEMENT FOR  
ADMINISTRATIVE AND SUPPORT SERVICES BETWEEN WASHOE  
COUNTY AND SIERRA FIRE PROTECTION DISTRICT**

**WHEREAS**, Washoe County and Sierra Fire Protection District are entering into a Cooperative Agreement for Administrative and Support Services; and

**WHEREAS**, chapter 277 of the Nevada Revised Statutes requires that public agencies approve cooperative agreements by resolution.

**NOW THEREFORE**, be it resolved by the Board of Directors of Sierra Fire Protection District that the Cooperative Agreement for Administrative and Support Services between Washoe County and Sierra Fire Protection District is hereby ratified.

**06-16SF      CREATION OF FULL TIME POSITION - DEPARTMENT HEAD -  
SIERRA FIRE PROTECTION DISTRICT**

Upon recommendation of Katy Singlaub, County Manager, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the creation of a full time permanent position to serve as Department Head for the Sierra Fire Protection District be approved. It was further ordered that a job specification of Fire Chief of Sierra Fire Protection District, which was placed on file with the Clerk, be established. It was also ordered that the salary as set based on conclusion of funding, be approved.

**06-17SF      AGREEMENT - INTERNATIONAL ASSOCIATION OF FIRE  
FIGHTERS LOCAL 3895**

Upon recommendation of Steve Watson, Labor Relations Manager, through Katy Singlaub, County Manager, on motion by Commissioner Sferrazza, seconded by Commissioner Humke, which motion duly carried with Chairman Larkin

absent, it was ordered that an agreement between the Sierra Fire Protection District and the International Association of Fire Fighters Local 3895, effective July 1, 2006, be approved and Vice Chairman Weber be authorized to execute the same.

**06-18SF      AGREEMENT - SIERRA FIRE PROTECTION DISTRICT CHIEF OFFICERS ASSOCIATION**

Upon recommendation of Steve Watson, Labor Relations Manager, through Katy Singlaub, County Manager, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Chairman Larkin absent, it was ordered that an agreement between the Sierra Fire Protection District and the Sierra Fire Protection District Chief Officers Association, effective July 1, 2006, be approved and Vice Chairman Weber be authorized to execute the same.

**06-19SF      AGREEMENT - ANTHEM BLUE CROSS/BLUE SHIELD**

Upon recommendation of Mary Walker, District Financial Consultant, on motion by Commissioner Humke, seconded by Commissioner Galloway, which motion duly carried with Chairman Larkin absent, it was ordered that an agreement between the Sierra Fire Protection District and Anthem Blue Cross and Blue Shield, concerning the provision of health care benefits to the District employees effective July 1, 2006 for a period of one year, be approved and Vice Chairman Weber be authorized to execute the same.

**06-20SF      RATIFICATION - TRANSFER OF FIRE RESPONSIBILITIES**

Upon recommendation of Mary Walker, District Financial Consultant, on motion by Commissioner Galloway, seconded by Commissioner Humke, which motion duly carried with Chairman Larkin absent, Vice Chairman Weber ordered that the actions taken by staff prior to June 13, 2006 in furtherance of the transfer of fire responsibilities to Sierra Fire Protection District, including but not limited to the following, be ratified:

- Submission of a request for public employer participation in the Public Employees Retirement System of Nevada.
- Submission of a request to the Internal Revenue Service for an Employer Identification Number and Government Affirmation Letter.
- Execution of an agreement with ADP, Inc. in an amount less than \$15,000 for payroll services for fiscal year 06/07.
- Submission of an application to the State Department of Taxation for Sales/Use Tax Exempt Status.
- Submission of an application to the State Health Division for the Issuance of a Permit to the District authorizing the provisions of Advanced (Paramedic Level) Emergency Medical Services.
- Submission of an application to State Unemployment for issuance of an Employer Identification Number.

- Submission of Applications for Participation in Employee 457 and Section 125 Plans.

**PUBLIC COMMENT**

Gary Schmidt, Washoe County resident, stated on June 28, 2006 a program on local cable would address the Andrew Lane Fire.

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There being no further business to come before the Board, the meeting adjourned.

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**BONNIE WEBER**, Vice Chairman  
Sierra Forest Fire Protection District

**ATTEST:**

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

*Minutes Prepared by  
Stacy Gonzales  
Deputy County Clerk*