

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

TUESDAY

10:00 A.M.

DECEMBER 8, 2009

PRESENT:

**David Humke, Chairman**  
**Bonnie Weber, Vice Chairperson**  
**John Breternitz, Commissioner**  
**Bob Larkin, Commissioner**  
**Kitty Jung, Commissioner**

**Amy Harvey, County Clerk**  
**John Berkich, Assistant County Manager**  
**Melanie Foster, Legal Counsel**  
**Michael Greene, Fire Chief**

The Board convened at 12:34 p.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

**09-75SF      AGENDA ITEM 2A**

**Agenda Subject:** “Approval of Agenda for the December 8, 2009 SFPD Board of Fire Commissioners Meeting.”

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, Chairman Humke ordered that Agenda Item 2A be approved.

**09-76SF      AGENDA ITEM 2B**

**Agenda Subject:** “Chief Report.”

Michael Greene, Fire Chief, announced that the District would be pulling a “Santa Sleigh” through the neighborhoods with carolers from Galena High School performing. He commented staff would also be handing out candy canes and safety messages pertaining to the holidays.

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, Chairman Humke ordered that Agenda Item 2B be approved.

**09-77SF      AGENDA ITEM 2C**

**Agenda Subject: “Approval of Volunteer Reports.”**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, Chairman Humke ordered that Agenda Item 2C be approved.

**09-78SF      AGENDA ITEM 2D**

**Agenda Subject: “Authorize Washoe County Purchasing to solicit bids for one fire station fuel tank and preparation of existing fuel tanks to be paid for through bulk fuel purchases.”**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, Chairman Humke ordered that Agenda Item 2D be authorized.

**09-79SF      AGENDA ITEM 2E**

**Agenda Subject: “Approval of minutes from October 27, 2009 regular meeting.”**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Jung, which motion duly carried, Chairman Humke ordered that Agenda Item 2E be approved.

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*The following item only (agenda item #3) will be heard by the Washoe County Board of Commissioners who will convene as the Board of Fire Commissioners for the Truckee Meadows Fire Protection District, the Board of Fire Commissioners for the Sierra Protection District and the Washoe County Board of Commissioners.*

**09-80SF      AGENDA ITEM 3**

**Agenda Subject: “Approval of Change Order to Diamante Partners, LLC for the Comprehensive Fire and Fire Based Emergency Services Master Plan project in the aggregate amount of \$16,600 broken down as follows: Washoe County Fire Suppression \$1,384.44; Sierra Fire Protection District \$5,532.78; Truckee Meadows Fire \$9,682.78; and if approved, authorize the Washoe County Purchasing and Contracts Manager to sign the necessary documents. (All Commission Districts).”**

*For discussion pertaining to this item, see Item 09-1273 contained within the Board of County Commissioner's minutes of December 8, 2009.*

There was no public comment on this item.

**09-81SF      AGENDA ITEM 4**

**Agenda Subject: "Board discussion and possible acceptance of a Grant Award from the Department of Homeland Security, Assistance to Firefighters Grant Program in the amount of \$72,540 (\$8,060 match) to the Sierra Fire Protection District personal protective equipment (PPE) replacement project (internal order #10798) FY 09/10 and authorize purchase of the PPE from LN Curtis in the amount of \$80,600 and direct the Finance Department to make the appropriate budget adjustments."**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Chairman Humke, which motion duly carried, it was ordered that Agenda Item 4 be accepted and directed.

**09-82SF      AGENDA ITEM 5**

**Agenda Subject: "Board discussion and possible acceptance of a Grant Award from the State of Nevada Department of Public Safety, Office of Traffic Safety in the amount of \$7,500 to the Sierra Fire Protection District Safe Direction of Motorists During Emergency Incidents Program II (internal order #10668) FY 09/10 and direct the Finance Department to make the appropriate budget adjustments."**

There was no public comment on this item.

On motion by Commissioner Breternitz, seconded by Commissioner Weber, which motion duly carried, Chairman Humke ordered that Agenda Item 5 be accepted and directed.

**09-83SF      AGENDA ITEM 6**

**Agenda Subject: "Possible Board approval of and authorization to create one 36 month grant funded FTE benefits eligible Defensible Space Inspector/Public Education Coordinator position and authorize SFPD staff to work with Washoe County Human Resources to create, recruit and maintain the position contingent upon continued grant funding. Wages shall be negotiated pursuant to Sierra Fire Fighters Association I.A.F.F. Local 3895 Bargaining Agreement, Article 2C, total compensation not to exceed the amount of the grant."**

There was no public comment on this item.

On motion by Commissioner Jung, seconded by Commissioner Larkin, which motion duly carried, Chairman Humke ordered that Agenda Item 6 be approved and authorized.

**09-84SF      AGENDA ITEM 7**

**Agenda Subject: “Authorize the Chief Deputy District Attorney to settle the Sierra Fire Protection District’s claim for reimbursement of expenses associated with extinguishing the Hawken Fire, in the amount of \$162,000 (Commission District 1).”**

There was no public comment on this item.

On motion by Commissioner Weber, seconded by Commissioner Larkin, which motion duly carried, Chairman Humke ordered that Agenda Item 7 be authorized.

**09-85SF      AGENDA ITEM 8**

**Agenda Subject: Review and Acceptance of the Sierra Fire Protection District's Audited Financial Statements for FY 08/09.**

Michael Greene, Fire Chief, stated the District’s financial statements for fiscal year 2008/09 were audited by Kafoury Armstrong & Co. He said the auditor’s opinion of the financial statements were an unqualified opinion, meaning the financial statements present fairly, in all material respects, the respective financial position of the District’s governmental activities. Chief Greene stated the auditors found the District conformed to all significant statutory constraints on its financial administration during the year and that there were no material weaknesses of a magnitude to justify inclusion within the report. He said there were no audit recommendations made in the audit report for fiscal year 2008/09. Chief Greene remarked it was recommended that the Board of Fire Commissioners accept the District’s Audited Financial Statements for fiscal year 2008/09.

There was no public comment on this item.

On motion by Commissioner Larkin, seconded by Chairman Humke, which motion duly carried, it was ordered that Agenda Item 8 be accepted.

**09-86SF      AGENDA ITEM 9**

**Agenda Subject: “Commissioners’/Managers Announcements, Requests for Information, Topics for Future Agendas and Statements Relating to Items Not on the Agenda. (No discussion among Commissioners will take place on this item.)”**

There were no announcements.

**09-87SF      AGENDA ITEM 10**

**Agenda Subject: "Public comment and discussion thereon."**

There was no response to the call for public comment.

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**ADJOURNMENT**

**12:41 a.m.**      There being no further business to come before the Board, on motion by Commissioner Jung, seconded by Chairman Humke, which motion duly carried, it was ordered that the meeting be adjourned.

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**DAVID HUMKE**, Chairman  
Sierra Fire Protection District

**ATTEST:**

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

*Minutes Prepared by:  
Stacy Gonzales, Deputy County Clerk*