



North Lyon County Fire Protection District

195 East Main Street

Fernley, Nevada 89408

District Office (775) 575-3310 Fax (775) 575-3314

Jason Nicholl, Fire Chief

Notice of Meeting

Date: Thursday February 8, 2024

Time: 6:00 p.m. or 1800 hours

Location: 195 East Main Street
Fernley NV 89408
or Virtual Zoom Meeting

Directors

Dan McCassie, Chairman Paul Murphy, Director
Harry Wheeler, Sec/Treasurer Jay Rodriguez, Director
Michael Toombs, Director

Join Zoom Meeting at:

<https://us02web.zoom.us/j/88968990759?pwd=NVNweG02OWJwT2JzVG1sT2R2c3dFZz09>

Dial: 1-253-215-8782 Meeting ID: 889 6899 0759 Passcode: 705867

NLCFPD Board of Directors Meeting Agenda

1. Call to Order, Pledge of Allegiance and Moment of Silence
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.)

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 and Approval of Board Agenda
 - 3b. Review & Approve Board Minutes
 - 3c. Review of Summary Reports
4. Discussion and possible action regarding Revenue and Expenditures*
 - 4a. Enterprise Fund Revenue and Expenditures
 - 4b. General Fund Revenue and Expenditures
5. Swear in Board of Director Michael Toombs
6. Discussion and action to appoint 2024 Board of Director Positions:
Chair, Vice-Chair, Secretary/Treasurer *
7. Discussion and action to approve contracts for the investigation of employee complaints*
8. Discuss and action regarding FY 2023-2024 Labor Negotiations*
9. Discussion and action regarding FY 2024-2025 Labor Negotiations*
10. Discussion regarding Assistant Fire Chief Recruitment
11. Discussion regarding Fire Riser at Station 61

12. Discussion regarding Station 61 Building Vandalization
13. Discussion regarding Apparatus
14. Discussion and action regarding Workshop for Board S.O.P.'s*
15. Reports of Directors, Fire Chief, Fire Marshal, Staff, Volunteers, Local 4547, City of Fernley
16. 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.)
17. Adjourn

Notices: 1. The Board may act on any of the "*" items.
2. At any time, the order of agenda items may be changed, removed, or combined with another item with Board consensus.
3. The Board may limit the amount of time for public comments based upon the number of speakers on the same subject.
4. Disabled members of the public who require special accommodations or assistance at the meeting are requested to notify in writing at the North Lyon County Fire Protection District, 195 East Main Street, Fernley, Nevada 89408 or by calling (775) 575-3310.

CERTIFICATE OF POSTING

I, Kasey Miller, do hereby certify that I posted or caused to be posted, a copy of this agenda at the following locations on or before 9:00 a.m. February 5, 2024:

1. North Lyon County Fire Protection District, 195 East Main Street, Fernley, Nevada 89408
2. U.S. Post Office, Hardie Lane Fernley, Nevada 89408
3. City of Fernley – City Hall, 595 Silverlace Blvd, Fernley, Nevada 89408
4. Fernley Senior Center, 105 Lois Lane, Fernley, Nevada 89408
5. Lyon County Manager, 27 S. Main Street, Yerington, Nevada 89447
6. Nevada Public Notice Website, www.notice.nv.gov

Distribution: To ALL persons requesting notification.

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MINUTES

NORTH LYON COUNTY FIRE PROTECTION DISTRICT

January 11, 2024

1. Call to Order

The meeting was called to order by Chairman McCassie at 1802.
Directors present included Dan McCassie and Jay Rodriguez.
Directors Harry Wheeler and Paul Murphy joined the meeting via telephone.

The Pledge of Allegiance was led by Chief 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.)

Mr. Joe Mendoza, a citizen, is asking the Board to be very careful with everything that is presented to them by Jason Nicholl tonight for action items. He stated as Union President, he received multiple phone calls from concerned first responders from this department. He added that they have reason to believe that Jason is maliciously attacking the standard of care and the members of this department through the changes that he is presenting through job descriptions. Mr. Mendoza is asking the Board to please consider tabling these items for action and get educated on proper staffing and adequate job descriptions before you as a Board make uneducated decisions. He added that the Board should educate themselves in surrounding districts, and minimum qualifications and find out for themselves what the correct standard for staffing a department effectively, like ours. A department that has a forty-five-minute transport for medical emergencies, which is most of our calls. He stated that educating themselves as elected officials is crucial to making sure the citizens of Fernley receive the best possible emergency service that they deserve and are paying for. He is asking the Board to please not cut the citizens of Fernley short on proper staffing models and allow for underqualified, under-experienced individuals to fill positions that are responsible for life-or-death situations. Mr. Mendoza added what will be presented tonight is unacceptable and irresponsible, and the fact that two more investigations into unethical conduct have been requested. He believes that as a Board they need to be very intentional with the decisions they will be making tonight.

Mr. Mike Pilcher joined the meeting via ZOOM. He stated that he is the Immediate past President of the Northern Nevada Central Labor Council, which represented ten counties of our seventeen in Northern Nevada, and a former member of the AFL-CIO Executive Board. His

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local, which belongs to the Central Labor Council at AFL-CIO 4547, has advised him that during contract negotiations the Fire Chief is sitting across from them at the bargaining table. He stated how unfair this is to both parties, especially the Fire Chief. He added that the fire service is a paramilitary organization by design which commands respect, loyalty, and follow through of assignments. It can never demand respect, only command it. He stated that a Police Chief, Fire Chief, or Public Works Director for that matter should never be put in a situation that could undermine his or her integrity, authority, and trust. Mr. Pilcher shared that it's not considered bad practice like ICMA, NACCO, or League of Cities, but it sets the table for confrontation versus collaboration. The goal of the scores of the affiliated Union leaders in the ten counties of professions during his ten years was a collaboration between labor and management. He stated that this is the only path forward. Confrontation is a colossal waste of time, energy, and man-hours and has zero positive results. He added that the return on investment for collaboration is tenfold in productivity, efficiency, effectiveness, safety, and commitment of your employees. This is essential for a service, where standing committees such as EMS, Telestaff, Wildland, HazMat, Water Rescue, and Search and Rescue are headed up by the firefighters, not the Chiefs. Most firefighters report up the chain of command. Mr. Pilcher stated that no department head should oversee Human Resources either. He explained that not only is this a bad dynamic, and unfair to the Fire Chief, but without a degree of separation, federal and state laws are designed to prevent and protect against a hostile work environment and harassment will eventually accumulate which can have dire legal and financial consequences. He is asking the Board to take a long, hard look internally and please select a new Fire Board Member under item six who recognizes the importance of collaboration and the value of the stakeholders who put their lives between emergent dangers and the public that you represent.

Mrs. Wendy Colborne, Communications Director of Northern Nevada Central Labor Council joined the meeting via ZOOM. She shared that they represent over thirteen thousand workers across Northern Nevada, and they have seen workplaces and communities thrive when leaders foster positive relationships between employees and management. She shared that the unique perspective of on-the-ground knowledge that Lyon County Firefighters have is invaluable to the smooth operation of the district. She added that our community will work and flourish best if they know that they are being heard. She is urging the Board to appoint a Board candidate who understands and respects that perspective.

Mr. Dylan Small, a Representative of United Auto Workers, joined the meeting via ZOOM. He explained that United Auto Workers represents many Union members who live and reside in this area. As a Union Representative, the safety of these people is very important to him and that doesn't end when they clock out. On their behalf, he can assure you that we support our First Responders. He added that they have respect and honor for them for the difficult work that they do, and as a Board, you can demonstrate support as well by appointing a new member who believes the same.

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Mr. Matt Parker, Chairman of the Nevada State Legislative Board for the Brotherhood of Locomotive Engineers, and Trainman joined the meeting via ZOOM. A Union which represents primarily locomotive engineers operating the trains that pass through our district. Tonight, this Board will act to appoint a new Board Member, in doing so he is asking them to consider the following: Some of the trains that run through this district carry large quantities of very dangerous commodities. He explained that if tonight, he was an operator of one of these trains which resulted in an accident, splattering the commodities across part of the District, nothing more is required of him than to go home and go to bed. It is the professional firefighting and EMS personnel of this District who will be required to remain on the scene mitigating and protecting you from the resulting threat. While present and future members of this Board need to be considerate of the concerns of these first responders to ensure this District benefits from having well-trained and competent men and women prepared to respond to such an incident. He added that he has members of his Union who reside in this District, and he wants to see them have the best fire and EMS protection possible, something which could depend on the treatment and consideration that these professionals receive from this Board. He is asking the Board to consider these points, both in making this appointment tonight and regarding all business of this Board.

Mr. Tom Bird joined the meeting via ZOOM, he shared that he is a fourth-generation Nevadan, with a family history of ranching generations of butchers and meat merchants. His two brothers and himself were able to work for the state utility companies and were hard workers. They have served most of their careers in Reno to be able to provide for their families. He shared that he chose to retire in Fernley because it is a small-town atmosphere, growing businesses, and most importantly for the services that are here as we age. One of the most important services is the need for pre-hospital medical treatment, transport, and security of our homes and belongings. Mr. Bird added that our current sheriff has shared his goals with his retiree's organization, regarding how he is recruiting, retaining, rewarding, and increasing our law enforcement to meet our county's extending needs. As our population grows, it is most important that North Lyon Fire County Firefighters be able to expand and serve our growing community needs as well. He added that we need to make clear that this Board understands that new and current Board Members need to be aware of how important the members of this very elite workforce are. Their ability to thrive financially, mentally, and physically must go hand and hand with any recruitment and retention efforts. He stated that this is critical for our community, not only for his senior friends and family but yours too. He is asking to expand this Board with only members who honor and respect the commitment and training of these dedicated first responders. He is also asking the current Board Members and the Chief to prioritize the well-being of our community and to do what is right.

Mr. Tom Dunn, Vice President, of the Reno Firefighters Association as well as the District Vice President of The Professional Firefighters of Nevada. He stated that he represents over three thousand firefighters at the state and federal levels, including your professional firefighters,

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Local 4547. He is here today to comment on concerns that we have as Professional Firefighters of Nevada about the direction that the North Lyon Fire Protection District is taking and to ensure that any members that you ultimately choose to select to fill this vacancy are willing to learn what the firefighter profession is and how to provide the best possible service to the community, the visitors and residents of Lyon County as a whole. He shared that they are in contact with their Federal Representatives and know how much emphasis there will be on the commercial properties around Lyon County, specifically North Lyon County increase. He stated that they have a concern that your current fire protection and public safety protection will not be able to take on the workload for that facility as it moves forward. He added that he encourages the Board to take a look at the professional qualifications of other similar job descriptions that are being put forth today to this Board.

3. 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 and approve of Board Agenda

3b. Review and approve Board Minutes

3c. Review of Summary Reports

3d. Review and Approval of Written notice of Verbal Warning for Chief Nicholl

Director Rodriguez made a motion to approve the Consent Agenda.

Chairman McCassie seconded the motion.

The motion carried as follows: 4-0-0

McCassie Aye

Wheeler Aye

Murphy Aye

Rodriguez Aye

4. Discussion and possible action regarding Revenue and Expenditures*

4a. Enterprise Fund Revenue and Expenditures

4b. General Fund Revenue and Expenditures

Chief Nicholl stated as committed that he included a quarterly update of our troubled debt. He added that it has been updated as of a week ago and is improving as expected.

Chairman McCassie asked the Board if they had any questions, and they all answered no.

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Director Rodriguez made a motion to approve Revenue and Expenditures.

Director Wheeler seconded the motion.

The motion carried as follows: 4-0-0

McCassie	Aye
Wheeler	Aye
Murphy	Aye
Rodriguez	Aye

5. Presentation – Donation for the Cadet Scholarship Program

Chief Nicholl explained that throughout the year, the cadets fundraise and build funds so that it can become a self-sustained program. Recently we had a couple of donations that exceeded far beyond expected. Chief Nicholl added that former Chief Carr started his fire service with a Cadet Program, and it was always near and dear to his heart. He added that Chief Carr asked that he be remembered through the Cadet Program. Chief Nicholl also shared that a member of the community who was a high user of services of 9-1-1 and has lived in the community for quite some time, we would routinely help him often. Peter Cobb recently passed, and in his will, he donated \$5,000.00 of his life insurance money to the North Lyon Fire Cadet Program. Chief Nicholl shared that with those donations, and others that were received, this year we will be dedicating our scholarships, of which is the largest graduating class of cadets. He shared that the Premier Scholarships to be to the Chief Steve Carr Scholarship, and the other scholarships to the Peter Cobb Scholarship Fund. He explained that they have both been funded by both families to various degrees.

6. Discussion and action to appoint new Board of Director*

Chief Nicholl stated that in the past he left the room until the Board had a new Director chosen and excused himself.

Chairman McCassie read the proof of publication; The North Lyon County Fire Protection District is seeking candidates to fill one (1) vacated Board of Directors position. Candidates must live within the boundaries of the District. Interested parties need to provide the District with a Letter of Interest no later than 4:00 p.m. on Friday, December 8, 2023. Appointment will be made at the Board of Directors Meeting on Thursday, December 14, 2023, at 6:00 p.m., at 195 East Main Street, Fernley, NV 89408. For complete information call the District Office at 575-3310.

Chairman McCassie called on each candidate to give a brief history of who they are and why they are interested in being on the Board.

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#1. Mr. William Botelho Jr., who was not present.

#2. Mrs. Kendall Cameron-Lash joined the meeting via Zoom, due to caring for her mother in Reno and was unable to get home because of bad weather conditions. She explained that this is her third time applying and the reason that she keeps coming back over the years is because more than anything she is interested in the community expectations and maintaining them. She added that she has experienced our fire personnel in many different settings, and she knows how much our fire personnel mean to the community and how much they have meant to her. Mrs. Lash shared how important this service is to the community, all the issues with the Board, and that she wants to be involved. She stated that she has always supported what the firefighters do and how passionate she is about it. She added that she keeps coming back and getting passed over. She shared that Director Wheeler is not interested in her as a candidate and that Chairman McCassie has been in the past but is not now. She feels that she has a lot to offer the Board, she's been committed, she keeps coming back, she has a great skill set and she can be extremely objective. Mrs. Lash added that she feels that she does a really good job and that is why she keeps coming back.

Chairman McCassie asked the Board if they had any questions or comments.

Director Wheeler asked if she recently posted on Facebook stating that she could not work with any of the current North Lyon County Fire Protection Board Members. Mrs. Lash stated that she could not hear Director Wheeler's question. Mrs. Kasey Miller asked Director Wheeler to speak up, and Chairman McCassie asked Director Wheeler to speak up because we could barely hear him. Director Wheeler repeated his question to Mrs. Lash. He is asking if she recently posted on Facebook, stating that she could not work with any of the current North Lyon County Fire Protection Board Members. Mrs. Lash stated again that she could not hear Director Wheeler and asked if someone could repeat the question. Chairman McCassie repeated the question and stated that Director Wheeler asked if she had posted on Facebook, stating that she could not work with any Board Directors who are currently on the Board. Mrs. Lash answered that she has posted things on Facebook related to the Fire Board, but she stated that she never made a statement that she wouldn't be able to work with any current Board Member.

Director Murphy stated that he did not have any questions and that the last time that Mrs. Lash applied for one of these seats, he had asked her questions, and he was happy with her responses then. He thanked her for coming back again and giving it a try.

#3. Mr. Larry Creiglow has lived in Nevada for a good portion of his life, and he went to Washington for about 10 years and came back to Fernley in 2001. He explained that he has always been involved in Fire Departments as a volunteer and always enjoyed it. Now that he is older, he can't do it anymore and the best way that he can help the Fire Department now is to be a member of the Board, listen to everybody's input, and make informed decisions.

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Chairman McCassie asked the Board if they had any questions or comments.

Director Murphy asked Mr. Larry Creiglow what his understanding of NRS.288 was and how it affects our fire district and he responded that he had no idea what that was and that he hadn't researched anything yet because he was not quite sure what it entails. He stated that once things came up, he would then research what every item was. Director Murphy explained that NRS.288 is the Collected Bargaining Statute that governs and directs labor-management relations in the state of Nevada. Director Murphy asked if his involvement in the past was with our Fire Department, and he answered that the only involvement he has had with this Fire Department has been some water fights on the Fourth of July.

#4. Mr. Lee Creiglow is a former Board Member who was elected in 2002 when the Board went from a three-person to a five-person Board. Upon that election, he was appointed Chairman of the Board and served for North Lyon County Fire. During that time, he shared that he was a volunteer with the Fernley Volunteer Fire Department and retired from them when he left Fernley as a Battalion Chief. Mr. Lee Creiglow stated that he started in the fire service in 1980 in Eastern Washington. He shared that he has served as a firefighter, Lieutenant, Captain, Assistant Chief, a Volunteer Battalion Chief in Fernley. He added that he was a Division Chief with North Lyon County Fire and when they created the position of Fire Marshall he resigned as a Board Member to pursue a career with the District of Fire Marshall and successfully tested for that position and served for about two and a half years. He recently retired from Grant County Fire District 5 as a Station Lieutenant. He added that he had to leave the fire service to take care of his late wife due to her medical condition. He stated that he has worked in the public sector since 1988 and was a building inspector for Lyon County. While doing so, he was an Assistant Chief in Silver Springs and developed a relationship with then-Chief Jensen and because he worked out of the Fernley office, he was able to respond to incidents through a cooperative agreement. Mr. Lee Creiglow explained that he then went to Stagecoach to be a Captain, and he was a national registered EMT up until a few years ago. He added that he worked as a Volunteer EMT in Silver Springs. He is currently an employee of the state of Nevada in the Public Works Department, a senior inspector of the building division working at UNR doing inspections on their new buildings. He stated that he is well versed in what is involved with running a department and running a district. Mr. Lee Creiglow added that he was very involved in some of the discussions with the city when he was a Board Member and an employee, dealing with the city wanting to take over the district. He shared that he is very versed with public meetings, Robert's Rules of Orders and what proper conduct is. Mr. Lee Creiglow shared that he has never worked directly with a full-paid fire department, that he has always been a full volunteer or combination departments, and that he does have some relationship with IAFF. He added that he bought property in Southern Nevada that he has been developing for future retirement because he plans on staying in this state for a while and in Fernley.

Chairman McCassie asked the Board if they had any questions or comments.

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Director Rodriguez is asking what some of the challenges that he faced were tough to deal with and how they were handled when he was previously on the Board. Mr. Lee Creiglow explained that as a Board Member, they didn't have tough challenges and that we were going through a growth spurt at the time. He explained that with the retirement of Chief Jensen, they had to hire a new Chief. He stated that Chief Jensen's position here was primarily administrative, and he was the only paid employee in the district up until that point. They needed to add career firefighters and they had a great volunteer organization, but it is taxing when a city is growing as fast as we were to expect the volunteers to be able to provide the service to the city required. He added that he was a part of the Board when they started hiring firefighters. He added that he was the project manager of this building, and he drew the plans and helped secure the property at Station 2.

Director Rodriguez asked Mr. Lee Creiglow what his thoughts are on hiring an Assistant Chief.

Mr. Lee Creiglow explained that he doesn't know enough about the operation here today to say if it is time to do that or not. He added that he is all about boots on the ground. At the rate that the city is growing, as a Board member he explained that he would look at how that money could be better spent or if we truly do need an Assistant Chief. He shared that when he was here, he was the second employee of the district as a Division Chief and as a Fire Marshall and then they hired a Training Officer. Now three paid people were expected to be responders as well as employees of the district. He added that he would look at all of the ins and outs and see where the needs are and as a Board Member, he would move ahead with that.

Director Murphy asked Mr. Lee Creiglow what his understanding of NRS.288 is, beyond the title of the statute, and he responded that he does not have any understanding of that statute as it applies to the state of Nevada. He explained that they have RCW's in the state of Washington that he was familiar with that are probably similarly worded but he does not know the statute for the state of Nevada and that he would before the end of the night.

#5. Mr. Roy Edgington Jr. was not present.

#6. Mr. Ryan Scannell has been a Firefighter/Paramedic in Nevada for seven years, and before that, he was a paramedic for thirteen years nationally registered outside of the state. He thinks that overall, he would be an excellent candidate for this position seeing the voice of concerns of the PFNN as well as many of the Laborer Unions within the region have explicit concerns on special understanding within the fire service. He explained that currently serving as a firefighter, he understands the need both tactically and incorporated within what we would provide as a service within North Lyon. Mr. Scannell added that he is a father of three in this community and he understands the importance that this protection district provides to every one of us. Most of us have children and families that live here, and we care about them bravely and deeply. He

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added that he is currently a private ambulance operator out of Banner Churchill and neighboring Fallon, Churchill County. He hopes that he is considered for this position because he stated he has a lot of skin in the game, and he would like the opportunity to help ensure the safety of the community and the families of this district.

Chairman McCassie asked the Board if they had any comments or questions.

Director Wheeler asked if he lived in the district and Chairman McCassie answered yes, he does.

Director Murphy is asking for his understanding of NRS.288 and Mr. Scannell responded that as far as the direct language is concerned, he is not familiar enough to quote anything. However, the fire department that he currently serves for is a fire protection district as well and they follow 474 guidelines for how their district is run. He added that he thinks he knows the structure enough to where he could adapt the knowledge as he accumulates it and applies it appropriately. Director Murphy asked if he has had any involvement with our department and he responded no.

#7. Mrs. Deborah Skinner is a mother of three and has three granddaughters. She shared that she has served on the Board before and it is something that she is very passionate about. She enjoys being in the community and helping serve others, our fire district does that, and she would like to help contribute to that.

Chairman McCassie asked the Board if they had any comments or questions.

Director Murphy is asking what her understanding is of NRS.288 and how it affects our department. Mrs. Skinner explained that it had been a while, but when she did serve on the Board, they were actively involved in a Collective Bargaining Agreement as well as disciplinary action. She stated that she would say that she has been averse to it and would have to be refreshed on that.

Director Murphy is asking about her previous involvement with our department, being a Board Member, if it was a single term that she served, and if there would be concerns with any time-out issues as far as years of service that she can't provide the district if appointed. Mrs. Skinner responded that she served from 2008 to 2012, at which time she relocated to Eureka County. She added that her husband had taken a position out there and for her daughters to finish high school. She stated that she was not able to be a resident in the district to be able to seek a second term. She shared that she owns two RV Parks, her livelihood is in Fernley, and that she is not going anywhere.

#8. Mr. Michael Toombs has been a resident of the city of Fernley for ten years. Before that, he served on active duty in the U.S. Navy for 26 years as military police. During that time, he had the experience of leading two large Military Police Departments, and his largest was over three hundred active duty and civilian military police officers. He added that the majority of that

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workforce was civilian Department of Navy Officers under the Collective Bargaining Agreement. Once retired he went to Las Vegas and his first job out of retirement was as an Emergency Manager under Clark County at an Emergency Medical Center. He then went to work for the Bureau of Land Management, and his four years there culminated as a District Manager in Winnemucca leading one hundred and twenty employees and overseeing the Public Land Management of 8.4 million acres. During those four years with the Bureau of Land Management, he spent time as a Budget Analyst, a Budget Officer, and a line Officer in the Bureau of Land Management where he also oversaw the Wildland Fire Department for the Winnemucca District Office during the busy 2016-2017 fire season. He is currently the Senior Civilian for the base commander of the Naval Air Station, Fallon. His job there is to be the Senior Advisor to the installation commander and provide guidance and consultation on overseeing ten business lines. In addition to his undergraduate degree, he has a certificate in Executive Leadership from Cornell University, a Masters of Homeland Security from American Military University, and a master's in public administrative from National University in San Diego. Mr. Toombs stated that he would like to serve because he likes to be active in any community that he is living in, and to be a good citizen you need to be involved in your community. That is what drove him to pursue a second master's degree, to get better educated on how governments operate. He added that he chose to get a master's degree in public administration which led him to his career which led him to the most interaction with North Lyon County Fire, and that was the Deputy City Manager for the City of Fernley.

Chairman McCassie asked the Board if they had any comments or questions.

Director Murphy asked what his understanding is of NRS.288 and Mr. Toombs responded that it is very vague at this moment, and he is not familiar with the actual verbiage, but he is sure that it parallels what our guidelines are regarding good faith bargaining and that it serves both parties and not just management nor the workforce.

Director Murphy asked if his involvement with the department in the past if he had any time with our department, and if he had been to any meetings previously, and Mr. Toombs responded yes to both. He explained that as the former deputy and City Manager, he interacted routinely with both Chief Nicholl and the firefighters at various events throughout the city, during council meetings, and during business at the station for community engagements and the great things that they do to support our community. He included that during that time it was not as a firefighter but as a Board Member.

Mr. Lee Creiglow asked if the Board was going to go to an executive session to make their decision and Chairman McCassie responded, no that it will be in open form.

Chairman McCassie called for a recess at 1850.

Chairman McCassie resumed the meeting at 1859.

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Chairman McCassie stated that we are discussing picking a Board Member.

Chairman McCassie is asking Director Murphy if he has any comments or suggestions.

Director Murphy stated that he has no comments, but he would like to nominate Kendall Cameron-Lash for the vacant Board position. He stated that she has put in several times now and of our candidates next to Bill Botelho, she has been consistent and has great interest in doing what is expected of that position. For that reason, Director Murphy would like to nominate Kendall for appointment to the vacant North Lyon County Board seat.

Director Rodriguez shared that he found good, strong points with Mr. Michael Toombs. He added that Mrs. Kendall Cameron-Lash has shown a lot of interest, she is familiar with the importance of North Lyon County Fire Protection District and is very committed. He added that he wasn't sure of the comment that was made regarding Facebook.

Chairman McCassie asked Director Wheeler if he had any comments or questions. Director Wheeler stated that if he was going to look at an individual, he would like to nominate Mr. Larry Creiglow.

Chairman McCassie commented that he would like to see a Board Member is who is neutral and can grow with this department. He stated that he wants someone who is going to ask a lot of questions. He explained that there is a lot of experience in the room, but it's time to move forward and have somebody who isn't going to sit there and talk about how this is how they did it before. Chairman McCassie stated that he would like to nominate Mr. Larry Creiglow and that he is one of the most neutral candidates in the room.

Director Rodriguez shared that between the two candidates that he has in mind, he would like to second the nomination from Director Murphy choosing Mrs. Kendall Cameron-Lash.

Chairman McCassie added that there is a nomination for Mrs. Kendall Cameron-Lash and Mr. Larry Creiglow. He asked Director Wheeler if he would vote for Kendall Cameron-Lash and both Chairman McCassie and Director Wheeler responded that they would not. Chairman McCassie added that that is why he is looking for someone neutral and not afraid to ask questions.

Director Murphy commented that we had a nomination, a second, we can put that to vote, and we can move on to the next.

The motion carries as follows: 2-2-0

McCassie	Nay	Murphy	Aye
Wheeler	Nay	Rodriguez	Aye

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Chairman McCassie is asking if they pick a new candidate or if they move forward and have a third or fourth. Director Murphy stated that he would like to nominate Mr. Michael Toombs. He added that he has a great resume and a long history of experience with the public and private, federal sectors combined it sounds like. He mentioned that he hasn't had much experience with Mr. Toombs, but he stated that he sees Chairman McCassie's point about choosing somebody who is neutral and open-minded.

Director Murphy is nominating Mr. Michael Toombs.

Director Rodriguez seconded the motion.

The motion carries as follows: 2-2-0

Murphy	Aye	McCassie	Nay
Rodriguez	Aye	Wheeler	Nay

Chairman McCassie stated that they are still torn, and he doesn't know what else to do.

District Attorney, Aaron Mouritsen shared that in case the Board does not appoint somebody tonight under NRS.474.145.2, it will go to the County Commissioners. At this time, he stated that he could coordinate with Mrs. Kasey Miller and Chief Nicholl to get this on the agenda at the County Commissioners.

Chairman McCassie is asking the Board if they are okay with that decision. Director Rodriguez responded that he was okay with that. Director Murphy stated that he would like to come to a resolution and have an appointment tonight, if possible, Director Wheeler added that he is not okay with that and would like to see it done in-house.

Director Wheeler is nominating Mr. Lee Creiglow.

Chairman McCassie seconded the motion.

Director Murphy stated that he could not hear anything Director Wheeler was saying and was asking who his nomination was, and Chairman McCassie responded that it was Mr. Lee Creiglow.

The motion carries as follows: 2-2-0

McCassie	Aye	Murphy	Nay
Wheeler	Aye	Rodriguez	Nay

Chairman McCassie stated that since there was no decision made to pick a new Board Member, the County Commissioner will now decide who will fill the vacant Board seat.

Director Murphy would like to nominate Mr. Ryan Scannell. Having another fireman on the Board with experience and understanding of the different facets of EMS/Fire in a very similar district. He thinks that there is some benefit to having somebody who's been in a different department that could potentially help this department.

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Director Murphy is nominating Mr. Ryan Scannell.

Chairman McCassie asked the Board if there was a second and he stated that there was not one, and the motion died for a lack of a second. Chairman McCassie added that there is a lack of a second and we will move forward, and the County Commissioners will pick the vacant Board seat.

7. Discussion and action to appoint 2024 Board of Positions: Chair, Vice President, Secretary/Treasurer*

Chairman McCassie would like to have this item pulled until we have a Board Member, that way we have a fair selection, and have a discussion on where we want to move and where we want to go. Chairman McCassie is asking the Board if they have any comments and Director Murphy asked if the whole Board would like to move on that. He added that he would be willing to through nominations out right now if everyone else is. Director Rodriguez stated that he understands why but he is concerned with how far out that would delay by tabling this, then having the County Commissioners would have to choose and then they would have to still be sworn in.

Chairman McCassie asked District Attorney, Aaron Mouritsen when the County Commissioners meet, and he responded that he wasn't sure and that he would look into it. He stated that it would take at least ten days on the agenda. He added that it would take a couple of weeks before we could have someone appointed.

Chairman McCassie asked Director Wheeler how he felt about appointing a Board Director, and he stated that he would like to stay with who they have now until a new Board Member is elected. Chairman McCassie stated that they are going to wait until we have a new Board member and go from there.

Mrs. Kasey Miller stated that the Board has an S.O.P., but Chairman McCassie added that he would like to have the new Board Member be involved in picking the new Board Positions, so he is closing this item.

8. Discussion and possible action to approve FY 2022-2023 Audit*

Mrs. Kasey Miller shared that Accountant, David Silva, was on the line.

Accountant David Silva explained that Arrighi, Blake & Associates, LLC., is the auditor and they have prepared the audit report. He shared that there is a budget violation on page eighteen that Joan has reported, and it's the Ambulance Fund and the over budget due to over-

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expenditures primarily because of the required PERS adjustment. He added that that adjustment is never known until after your year's end. However, the over-expenditure was about \$592,000.00, and the portion that belonged to that PERS adjustment was \$465,000.00. He stated that that leaves them with an over-expenditure of about \$127,000.00, and the requirement is within 30 days to provide the Department of Taxation with a brief letter as to how you will address the situation going forward. He explained that over-expenditure is not uncommon and that things happen, which is why the Department of Taxation has a statutory requirement that you provide them with an explanation. Mr. Silva added that he would help and get with Mrs. Kasey Miller to make sure that that is taken care of properly. Mr. Silva stated that while looking at the audit he noticed that it appeared to be a little bit troublesome to him. He explained that the most significant of those is that the cash balance is down considerably and the difference between the cash that you had on June 30, 2022, versus June 30, 2023, is almost \$1.2 million dollars. He stated that that is something that they need to be aware of and watch if possible.

Mr. Silva added that when he looked at the Ambulance and the Fire Fund, he saw that the amounts budgeted for revenues in both funds did not come to fruition. The Fire Fund, which is the general fund, is on page 10. He explained that as of June 30, 2023, there was a budget for FEMA Grant that did not come through. He added that Chief Nicholl has more detailed knowledge on that and that in any environment \$730,000.00 is significant. He stated that on the Ambulance side on page 27 and see that the budgeted ambulance fee is about \$2.1 million dollars, and the actual fee for the year is \$1.6 million dollars. He explained that is a large difference of \$535,000.00 less than what was budgeted. He stated that if you compare the \$1.6 million dollars to the 2022 revenues of \$2.27 million dollars that is a decrease. However, to mitigate that, going back to 2021, the Ambulance Revenues were rounding to \$1.4 million dollars, and it was \$1.6 million dollars for 2023. He suspects that 2022 was somewhat of an anomaly and he thinks there is maybe one or two years of GEMT money in that 2022 amount, which would make comparability tough. He explained that with a decrease of about \$1.2 million dollars, he thinks that you are going to have to keep a tight rein on spending. He added that when you have a decrease of that magnitude in cash, you need to be somewhat concerned. In terms of the audit, there is only one violation, which he explained the reasons for the bulk of that, which was the PERS adjustment, and the other \$127,000.00, he stated that Chief or Kasey could explain that better. He added that there are no other significant findings and the financial statements, in the opinion of the auditor, are fairly stated.

Chairman McCassie is asking Mrs. Miller if there is an update on the grant that was due in June for \$700,000.00, and she answered that she doesn't do grants.

Chief Nicholl stated that in the 2022-2023 budget year, we put in an anticipated grant, in which we applied for a vehicle grant. He explained that in order to expend the money we had to account for the money up front. Chief Nicholl shared that we didn't receive the grant, so the expenditure of that money did not exist nor did the income of that money, and it was a wash, and we did not receive that grant.

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Chairman McCassie is asking if the reason that the cash on hand last year is not what it was last year, is due to an increase in PERS, and Chief Nicholl answered no. Chairman McCassie is asking if there is an explanation. Chief Nicholl stated that there have been significant costs associated with the running of the district, as well as a decrease in revenue. He explained that we have had a decrease in the call volume, and other issues that have come up that caused delays in payments of taxation money. He added that often, it is that we are playing catch up.

Chairman McCassie added that the district wrote three checks, two of them were for PERS and one was for a payment of the two engines that were bought a while back. He asked if that would affect that, and Mrs. Miller responded, no, it was this fiscal year, not last fiscal year.

Chief Nicholl stated that he would have to look at the 2022-2023 Budget to see where the over expenditures what for and the reasons. Chairman McCassie is asking to have a report on that for the next meeting.

Chairman McCassie is asking the Board if they have any comments or questions.

Director Murphy is asking Mr. David Silva if the letter will correct the violation, and if we need to do an augmentation on the budget to cover the deficit. Mr. Silva responded no that it stands alone, in terms of the budget. He stated that the explanation that taxation would like to see is that you will exercise our best judgment and strive for accuracy in the preparation of the budget, and any augmentations that may be available. He added that he would happily help Mrs. Miller with that brief letter.

Chairman McCassie asked Director Wheeler if he had any comments or questions, he answered no and thanked Mr. Silva for the audit. Mr. Silva stated that he could not hear Director Wheeler's comment. Chairman McCassie added that his phone was turned up.

Director Rodriguez made a motion to approve the FY 2022-2023 Audit.

Chairman McCassie seconded the motion.

The motion carries as follows: 4-0-0

McCassie	Aye
Wheeler	Aye
Murphy	Aye
Rodriguez	Aye

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9. Discussion and action regarding Job Descriptions; Firefighter/EMS Provider, Fire Captain*

Chief Nicholl stated that job descriptions have come to the Board for changes. He added that this is one of those times that we have a couple of clarifications that need to be made in the job descriptions. Starting with Firefighter/EMS Provider, he added that he met with the Union to clarify that these were not three different positions that were identified in the Collective Bargaining Agreement for Firefighter/Paramedic and Engineer as in the wage scale. He stated that the Union indicated that it is Firefighter Paramedic as one position and Engineer as a second position. Chief Nicholl explained that our job description is for Firefighter/EMS Provider, that way we don't have to have multiple different job descriptions for whatever certification that somebody may hold. He added that we have one job description for a Firefighter/EMS Provider that encompasses a paramedic and a less than paramedic provider. He stated that what we didn't have was an engineer job description, and there wasn't anything in the Firefighter/EMS Provider that addressed the engineer component to that. Chief Nicholl explained that over the last year, the district has taken great lengths to train multiple people to the minimum standard of minimum competency through certification as Apparatus/Driver/Operator. He shared that this is a certification that is received after an intensive class and additional training. He explained that this certification provides for better equipment operators, being more qualified and better trained to be able to drive fire engines. All that training is received and validated through the State Fire Marshall's Office.

Chief Nicholl stated that he intended to clarify that we are working towards an engineer position. He added that we do not have a dedicated engineer position yet but will assume that that is something that will be coming up in negotiations when we get to that. In the Collected Bargaining Agreement, there is an area for an engineer, but it is not defined in our job descriptions, so we defined it. He explained that it is just like a paramedic who moves to a paramedic scale, which is done automatically. As soon as they receive their paramedic license, they are moved from the base firefighter scale to the paramedic scale, which is based on certification. Chief Nicholl stated that he anticipates that we have firefighters who are on the base firefighter scale that will qualify because the district has put forth the effort to provide the training. There will be people to meet minimum competencies and certifications to achieve the engineering. He explained that if that firefighter meets the criteria that he is asking the Board to approve, they will get a raise. They would move from the firefighter scale to the engineer scale, and it would be up to the new negotiation process to determine how we are going to address the staffing component of that. Chief Nicholl added that the job description and the staffing components are entirely separate issues. He stated that on page two, the changes that he put there is just to clarify in recognition that the Collected Bargaining Agreement has essentially three categories for a firefighter; a Firefighter, which is the base level, Firefighter/Paramedic, and an Engineer, which engineer was not defined.

Chief Nicholl added that item one states that the firefighter typically starts at the lowest pay range, meaning minimum qualifications, this status is typically used as an entry-level position

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and is the CBA grade Firefighter. Item two, Firefighter/Paramedic, and that this is where the clarification came in with the Union. That this status is earned through the meeting of Firefighter minimum requirements, and the possession of a valid NREMT and/or a Nevada State Paramedic Certification. New hire employees may qualify for entry at this status as we have done. He explained that when we hire a paramedic, they do not start on the firefighter grade, they start on the paramedic grade. He stated that the entry-level pay range may fluctuate based on experience and this is defined as the Collective Bargaining Agreement, Firefighter/Paramedic/Engineer grade. Chief Nicholl added that the only big addition is the engineer. He added that we are not paying anybody an engineer grade right now, but the district is taking steps to train people to be at the engineer grade. He explained that this represents for us to give the ability to give raises to people who meet minimum competencies and obtain this certification. Chief Nicholl stated that an engineer status is earned through certification, just like being a paramedic. While employed with the district, the new hire employees may qualify for entry-level at this status, based on minimum qualification requirements and experience. Entry-level pay may fluctuate based on experience CBA grade, Firefighter/Paramedic/Engineer.

Chief Nicholl added that this is an advancement, and this is providing more career opportunities to our employees, allowing them to get their certification that could be directly tied to a monetary reward for the certification. He shared that he is pushing engineer because we have a lot of expenses related to apparatus, even though we've taken great lengths to able to get newer apparatus that is less expensive to repair or maintain, which we still see that every day, doesn't mean they don't need repair and maintenance. Chief Nicholl stated that people that have engineers who are trained to a minimum competency and certified, demonstrate a lower cost for the operation and maintenance of an apparatus because they are better at it. He shared that we have allowed firefighters to pass the cone course and gave them access to a thirty-six-thousand-pound engine. He shared that there are probationary people driving engines, going lights and sirens and that is not okay, and it is not safe. Chief Nicholl stated that he is trying to create a way to keep the community safer because we have better people driving our engines and a new avenue for our firefighters to receive more pay. He added that it is not a problem as was stated during public comment.

The next change, Chief Nicholl stated on page three that paramedic's specific requirements are ACLS, BLS, PALS, ITLS or equivalent, NREMT, and or state paramedics verification. He stated that these are things that exist already that were not in the job description. In the review of a job description, if it is not there, there is an argument to say that it is not necessary, so he added that. On the engineering side, he added, after reviewing engineer job descriptions for multiple different agencies, it synthesizes down to this. Engineer-specific certifications are a Nevada ADO certification or acceptable equivalent successful completion of the district ADO Task book and NWCG ENOP Certification or actively working open taskforce. This requires more of the employees, higher training, and offering more financial incentives and rewards to do it.

Next, Chief Nicholl stated that under minimum qualifications, this is a clarification that we have always required our employees to obtain their NWCG Firefighter Type II either before hire or

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immediately after hire. He stated that it was not in the job description, it was something we were doing but it wasn't written down and that was the change.

Chief Nicholl added that on the next page, after reviewing our policy and our job offer letters, we had some discrepancies on the probationary and introductory period. He shared that he added in this statement, that under special conditions that clarify that entry-level employees are probationary or also termed, introductory period employees and may be discharged for any reason with or without due process at any time during the introductory period. This introductory period may be extended with or without cause for up to six months for additional evaluation. Chief Nicholl stated that that is something that is already in policy, but he felt that it was important to have that in the job description, so when it is signed to recognize the job description, it is there.

Chief Nicholl stated that the next step is the Compensation Package and because the compensation package not only is the intent that it changes and escalates over time as negotiations are forthcoming, but that will also change again. To make it easier he took off what the hourly rates are, and it will be based on whatever the current labor contract was. As the current labor contract changes, it is still applicable and still valid. He explained that the full-time benefits are the same thing because benefits are a negotiable issue and they may change over time based on mutual consent, an MOU, or negotiations. He stated that the line he added stating that full-time benefits are based on the current labor contract.

Chief Nicholl added that in reviewing full-time benefits, under the fourth and fifth bullet points, he put the wrong numbers. He stated that it is not 8.67 to 24 hours and is not calculated monthly. To clarify, according to our current contract he shared that firefighters now are going to accrue 12.113 to 24 hours monthly based on their position. He added that he will have to make that change from 8.67 to 12.113, which is the current contract, up to 24, which is our current contract of annual leave accrued monthly.

Mrs. Kasey Miller added that the 40-hour week employees have a different accrual rate, so the lower number is still correct because the 56-hour employees have the 12. She stated that it should say per pay period, not monthly because we have two months out of the year that we have three pay periods and they will accrue more because of the pay period.

Chief Nicholl stated that sick leave line employees earn 12.113 hours per month, and non-line employees earn 9 hours per month. He stated that there is a range, depending on what classification they are in. He added that with sick leave, line personnel monthly, with less than eight years of service, monthly earn 12.133 hours per month up to 24 hours per month, over eight years of service. He stated that non-line personnel earn 8.67 hours per month up to 17.4 hours per month. He added that the intent is that it is equitable and the reason that it is less is that they work fewer hours and when they take time off or call in sick, it's calling in sick for an 8 or 10-hour day as opposed to a 24-hour day. He stated that that language would just be correct in what is reflecting what is in the CBA.

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Director Rodrigues is asking if there are thirteen paid holidays instead of twelve and Chief Nicholl responded that Juneteenth was added and that comes from the contract, which becomes automatic. He explained that under the holiday section, it states that for any official holiday designated by the State of Nevada, we had to add from twelve to thirteen and everyone got that reimbursement.

Chief Nicholl stated that that is the Firefighter/EMS Provider job description. It is a tightening of the job description and a requirement to go into the next pay level of having higher and better certification, which we have begun providing for many of our employees and will continue to do so. He added that those are the Firefighter/EMS Provider Engineer Job Description changes.

Director Murphy stated that Chief Nicholl mentioned the engineer position and added that if we become too over specialized with our staff, being that we have been reduced in staff for several months now with no plan to re-hire until we have another Chief or Assistant Chief in place that would be involved in that process. He is asking why we would change a job description now if we're not going to hire people until we have an Assistant Chief and why wouldn't we involve that potential person in this process as well if the intent is to allow the Assistant Chief to have hands in that process. Chief Nicholl answered that he did not understand the question. Director Murphy is asking why we are trying to rush a job description and added that it looks like we are trying to minimize qualifications. He shared that in one of the previous meetings, he had agendaized, directing Chief Nicholl to hire our vacant positions, and to his knowledge they have lost several more positions. He stated that there are about six or seven vacant firefighter positions. Director Murphy added that at that time, Chief Nicholl stated that he wanted to wait to involve the potential oncoming Assistant Chief in those decisions since he would be essentially grooming and passing all these things onto that person, and for that reason you wanted them involved. He is asking Chief Nicholl why he wouldn't want to wait for them to be here and involve them in this job description process.

Chief Nicholl stated that things change, and we've had some recent changes that have necessitated that, and it is part of his report that he will be giving at the end. He stated that this is a clarification of the existing job description, and it gives our employees the ability to get a pay raise for the work that they are doing. He added that if they don't want them to have a pay raise for engineering things and they want to put aside and continue their specialty, it is something we can talk about also, then he is encouraging them not to support it, but he stated that this doesn't loosen any requirements, it tightens them.

Chairman McCassie is asking Chief Nicholl with the promotion to an Engineer, are there added duties. Chief Nicholl stated that is a question that he cannot answer because we don't have an understanding with Local 4547 as to whether or not this will be a promoted position. That will be something that will happen during negotiations. Whether or not we collectively negotiate, determine that we need to have every apparatus that needs to be driven by an engineer.

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Chairman McCassie is asking if there will be multiple engineers on a shift and Chief Nicholl stated that those are all questions that need to be answered. Those are questions that he can't answer because it is part of negotiations, which he stated that he is looking forward to being able to talk about. Chief Nicholl added that this is an avenue to reward our employees for the hard work that they're doing. He also stated that firefighter Nick Parino went through the class and regardless of what happened, he is a better and safer operator today than he was before he went through the class.

Director Murphy stated that regarding the engineer, there is a concern. He stated that a lot of this could be taken care of through an incentive program and not have all of these different delineations of positions, which he added is what he thinks Chief Nicholl is trying to do if he understands correctly. Director Murphy stated that there is a lot of confusion that he has seen with the contract. Having positions that are paid the same with different scopes, specifically firefighters, paramedics, and the engineer position. Director Murphy stated that he is not trying to negotiate in an open meeting, but he thinks that that should be something we should look at incentive-wise to make it a lot easier. He added that everyone is a fireman or a captain, and if you are a fireman and provide engineer services then you get bumped to an engineer rate. Same with the EMS status, if you're an advanced EMT or a paramedic, you would get an incentive based on that. That way, captains who are paramedics would receive the benefits of being a paramedic versus the captains who are not paramedics.

Director Murphy added that as far as the training of drivers, he was taught by Tim Myers and they drove around, and that was training and there was no official EVOC class. He is asking if we are doing an official EVOC class, or if this is a driver/trainer spending time with new employees.

Chief Nicholl stated that we do have a 4-wheel Driver Training Program that was instituted by Battalion Chief Kuntz. He stated that we have created a policy that every employee needs to go through the EVOC cone course at least every six months. He explained that before you can drive one of our vehicles, you must meet that minimum, someone who has advanced expertise, capability, training, and certification to be able to do it. Chief Nicholl added that it is a risk reduction factor and having additional training and certification can answer a lot of questions about preventability and the events of that accident. Chief Nicholl added that he doesn't disagree with Director Murphy on the incentive program and that there are a lot of things that we could do for incentives. He stated that we currently have engineer on the pay scale as negotiated between the district and the Union, it exists as a position and is not add pay, it exists as its own grade. He stated that at negotiations all that can change, by throwing the pay scale out, incentives out, and we could rebuild a career ladder that is more in line with everyone being a firefighter, and add money based on incentives. He stated that it is not possible now because we have engineer as a defined pay scale without a job description.

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Director Murphy shared his knowledge of it as a paid staff member, when we approached the idea of an operator, it was very much for the same reason that Chief Nicholl has outlined a safety promotional ladder. He stated that he is all for that, but his concern is with staffing. If we have an engineer call out, do we have people who are on shift who can fill in. He stated that if that is the case, we are doing an on-call or a fallback position where you get a differential because you are cross-trained but you are not classified as say an operator, but you have the operator minimum qualifications as deemed by management. Director Murphy stated that he sees that causing issues and it sounds like we are already having issues staffing paramedic positions and that is partly due to the vacancies we are still running. He can see that being a potential complication moving forward and that is why he commented on over-specialization. He added that if we rat-hole ourselves into these one-off positions, it does not afford the same flexibility with staffing when the need arises. He stated that is why he brings these items up.

Director Murphy commented regarding EVOC, he is asking if everyone is responsible for operating the vehicles, would it not make sense to have everybody on the same level playing field, get them to pump operator course, do EVOC, and make it a standardized process. If our concern is safety, he is asking if that wouldn't be a good step forward in better training our guys.

Chief Nicholl stated that Director Murphy's assumption is not what is happening is misguided. He stated that that is exactly what we are doing and the problem that we face with the certification of an ADO is the same problem that we have faced with the certification of paramedics. He added that some people go through the training and cannot pass the test. In the future, he anticipates having dedicated engineers, and the answer is yes. During the past year, we have made the effort to bring the training here to make it happen. He shared that it also coincides with clarifying something that is in the contract. Chief Nicholl stated that when you talk about when he was here and that this is just another add position, that is short sided. An engineer is not just another certification. An engineer is a dedicated position and yes, it only exists in the larger departments because it is difficult for the smaller departments to fill. He stated that we have the opportunity to start with that. Whether or not it becomes dedicated, or we get into a staffing issue and we end up requiring it as minimum daily staffing, that there has to be an engineer the same way we determine there needs to be a captain and a paramedic. He stated that that is something for negotiations and he thinks that he's hearing that he is willing to negotiate it. He added that if he wasn't he wouldn't have presented it.

Director Murphy stated that he would hope to see the actions mirror what he said soon. He added that he wanted to go back to waiting for the Assistant Chief to be involved in this process. He feels that Chief Nicholl deferred the question and said that he would bring it up later in his report. Director Murphy feels that it is pertinent to decision-making on this particular agenda item. He is asking Chief Nicholl to elaborate on those changes of circumstances that

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have pushed this item to the forefront and not wait for the Assistant Chief to have a hand in this process of changing job descriptions.

Chief Nicholl stated that the City of Reno has hired, and he has three letters of resignation, and he does not have vacant positions as Director Murphy stated before, those individuals are still employed and working shifts in the district. He added that that leaves six potential positions. Three open right now, that we wanted to defer on and three potential openings. He shared that anyone that turns in their letter of resignation, the minute before can resend their letter of resignation. He clarified that they are not gone as soon as they turn in their letter and that he can't do much until they are gone. Chief Nicholl added that we will lose people to Reno, and Truckee Meadows will be hiring soon, and we will lose people every single time they hire. He stated that in anticipation of replacing those three positions and potentially more, he started conducting Chief interviews with some of our reserves and volunteers to prep the time to be able to replace them. He is in the process of hiring right now so when and if those three individuals leave, he has people he can replace them with, and that is what has changed.

Director Murphy stated that there are six potential vacancies, three current, and three with letters currently in. He added that he has not seen this level of turnover in this department in a long time, and he is asking Chief Nicholl his thoughts as to why he thinks that is.

Chief Nicholl stated that they are way off-topic, and Chairman McCassie agreed.

Chairman McCassie asked Chief Nicholl if we meet minimum staffing now and Chief Nicholl answered yes.

Chairman McCassie asked Director Murphy if they could give another director to ask a question and Director Murphy stated that he was not done with his questioning, and we have an open meeting that can run as long as it needs to.

Director Murphy shared that his concern is the minimum standards for these positions. He is asking Chief Nicholl if he is looking to hire EMT Basics to serve as dual role providers in our department.

Chief Nicholl stated that as he has done in the past, as exists in the current job description without change, the EMT Basic is entry-level. However, we do not consider the EMT Basic towards minimum staffing. When EMT Basic is on they don't count, even though they work, we still have to fill the minimum six positions. We do that now; we require them, and we help them to get their advanced.

Director Murphy stated that the minimum qualifications under the Captain's Job Description, within one year of promotion, having their Fire Officer I. He is asking Chief Nicholl if there is a

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reason why they wouldn't expect that from somebody who was preparing themselves into that leadership position to not come into that hiring process or application process with their Fire Officer I.

Chief Nicholl stated to the Board that he hasn't gone over the Fire Captain Job Description yet and is asking them to hold off on that question until we get to that and go through it for clarity.

Director Rodriguez stated that Chief Nicholl had mentioned that he added some line items based on what's already been negotiated with the Union. Chief Nicholl shared that what he said about the Union was that he met with the Union to clarify how they interpreted the pay scale line of Firefighter/Paramedic/Engineer. He added that when the Union clarified that it is Firefighter/Paramedic, his interpretation was that there was an avenue to create a Senior Firefighter position, a paramedic position, and an engineer position. He needed to know what Firefighter meant. He stated that the Union did clarify that it was tied together with Firefighter Paramedic and that it wasn't Firefighter/Paramedic/Engineer as in three, but as in two, Firefighter/Paramedic, and Engineer. Director Rodriguez is asking regarding adding engineer if that has already been negotiated with the Union. Chief Nicholl wanted to clarify that that is a management right and not a Union issue. If we create a position, that is a management right to create. He stated that once it's created it is a negotiable item. Once we create the position, the Union and the District will meet in the form of a negotiation or a MOU to determine what the roles and responsibilities are, and he anticipates that that will happen soon.

Director Rodriguez questioned Chief Nicholl stating that adding engineer to the job description for North Lyon County Fire Protection District, is already implemented in the Reno or Sparks area. Chief Nicholl added that Reno does not pay paramedics. The fact is that we need to make it a more rigid process to determine who drives our apparatus. He added that we have the people here to do it and he doesn't need to hire six engineers. He stated that he may hire one or two and that it depends. He added that not everyone who has taken the class has been able to pass the test.

Director Murphy asked Chief Nicholl if he commented that Reno does not pay their guys to be paramedics and Chief Nicholl stated that the contract that he looked at yesterday, that is posted on the state website for all of the Collected Bargaining Agreements. He added that in their wage scale, he did not see a paramedic because he was doing a salary survey for paramedics, and it wasn't there. He shared that he also further said that that is where he saw it.

Director Murphy shared that when he was with Reno, he added that Tom Dunn and Mike Pilcher could clarify if they are still in the meeting. Director Murphy stated that he believes that it is an incentive under their contract, everyone is a fireman and other things get added. He added that that seemed to make it a lot cleaner but that might be a point to look at, to clean a lot of this up. He stated that there seems to be a lot of grey areas, things don't mesh and there is confusion.

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Chief Nicholl stated to the Board that he is not saying that it doesn't exist. He is saying that the document that he looked at that was posted online, he could not see it. Director Murphy stated that it wouldn't be comparable if it's not the same and that was the point he was trying to make.

Tom Dunn, Vice President of Reno Firefighters Association shared that they do have a pay incentive for paramedics. Their primary job is firefighter, operator, and captain. He added that there is a specific incentive in their contract that is not reflected in their specific wage scale. In

the future, if there are any questions answered regarding our contract, he will be happy to answer any questions about the Local 731 Labor Agreement.

Chief Nicholl shared regarding the Fire Captain, that there are a couple of grammatical changes on page two. Instead of typically is, grammatically it is more correct to say is typically, and to perform, grammatically it is more correct to say, for performing. He added that on page three, in review what he came to realize is that the fire captain is a crew supervisor, they are front-line supervisors and that is what we pay them for. Supervisory functions were not included in their job descriptions, so he added three lines of supervisory responsibilities. He added another grammatical change, from persons to people from danger. Next, supervises subordinate district members for performance compliance with policy satisfactory continual demonstration of district mission vision values. Conducts routine performance evaluations on subordinate district members, which is something we have done, and we expect them to do, it wasn't included in their job description. Finally, completes discipline for subordinate district members to the level of written reprimand. Chief Nicholl stated that this is something that has come up, and he has experienced supervisors who refuse to discipline. He shared that he then has to discipline the supervisor for failure to supervise. He added that we get in the cycle of whether they are required to supervise, discipline or is it that he has to do all the discipline. He stated that he can't do it because most of the discipline is coaching and counseling. Chief Nicholl explained that coaching and counseling are the first step to discipline, then to a verbal warning, written reprimand, and escalates from there. Chief Nicholl stated that this is a clarification that Company Officers or Captains have the authority to discipline an employee up to the level of written reprimand. It gives them the authority to do their job.

Chief Nicholl added that Director Murphy stated that Fire Officer I within one year. He stated that within one year, already exists in the existing job description, except it says a reasonable amount of time. He explained that the last time this job description was looked at was 2021, which was the height of COVID. He shared that the Fire Marshall's office which provides all of these classes was not providing the classes in a timely way to be able to help people get or obtain their Fire Officer I because those classes weren't available. He stated that is why we put in there, a reasonable amount of time. He added that reasonable to him and reasonable to you are two different things. Now that the pandemic has ended, the Fire Marshall's Office is ready to go, and offering two or three Fire Officer courses per year, it is not unreasonable to say that they should earn their Fire Officer I certification within one year of promotion. He shared that there are a

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couple of alternative Fire Officer I type of certifications, and he did not want to tie hands to just this one because there are a couple other equivalent things that can be addressed on a case-by-case basis, and that is why that is there.

Director Rodriguez is asking Chief Nicholl to explain what he means by case by case.

Chief Nicholl explained that according to the contract, the Collective Bargaining Agreement, we promote from within. In so much that there are three candidates for each position. If we don't meet three eligible candidates per position, the contract allows us to open it from outside. He explained that there are multiple alternatives.

Chief Nicholl shared that also in the job description is the requirement, and it currently exists today. One of the requirements is that they will assist fire prevention with inspections of commercial occupancies and participate in pre-fire planning and become familiar with various floor plan types of construction, hazards associated with each occupancy. He stated that currently exists and is not changing, but to help that, he is proposing that we require our officers to have the Inspector I Certification. He added that it is not a difficult certification to receive. He stated that it is valuable training that helps a company officer perform the job function of assisting with inspections. Chief Nicholl shared that he instructed Chief Myers to enroll all officers who do not have their Inspector Certification, at the district's expense.

Chief Nicholl added that the POOL/PACT Essential Management Series Certificate is already in there. He stated that it is not POOL-PACT, it is POOL/PACT, and the ESSENTIAL MANAGEMENT SERIES is capitalized. It already exists, it is just a grammatical change.

Next, Chief Nicholl added the time issue, he explained that we didn't have enough people who met the minimum requirements at the last Captain's test. Instead of opening it to the outside, we lowered the requirements. He stated that as long as they are not in probationary status, they are eligible to test for Captain. He shared that that is very rare that we did at the last Captain's test, and it was the wrong move. Chief Nicholl explained that this restores that they have to be here for three years, or comparable employment with a fire agency. He stated that the reason he put that there is because in the contract, if we don't have three, we go outside. He added that if we go outside, they don't have three years here, so how do they meet that requirement. He stated that those are the minimum qualifications.

Next, under special consideration, we have a clarification from policy, that promotion to Captain, requires a one-year probationary period. It was not in the job description; it is in policy, and it exists. In which the employee will be evaluated at least twice for effectiveness competency, no promotion is permanent until the employee has successfully completed the probationary period. Next line, the probationary period may be extended with or without cause for up to six months for additional evaluation of effectiveness and competency. Chief Nicholl stated that the six-month time of introductory or probationary period is from our existing personnel manual, section 3, item 9.1.

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Next, regarding desired qualifications, Chief Nicholl stated that he took out the five-year experience of a full-time firefighter because it does nothing in the testing process. He is asking to change it back to three years of employment, or even not in probation, and leaving the five years of employment as a desired qualification.

Chief Nicholl stated that these changes are an advancement of the certification, and they are a tightening of what the requirements and expectations are to supervise.

Director Murphy is enquiring about the captain's one-year period probation, getting a six-month and one-year evaluation. He is asking when we do our assessment of our captains in probation, when they do their six-month and one-year evaluations. He mentioned the evaluations that Mr. Mendoza provided during his hearing. Chief Nicholl stated that they are written, formal, evaluations. Director Murphy stated that those evaluations would be done at six months and one year, not two of them at one year, correct. Chief Nicholl shared that the proper way to do them is at or around the six-month mark and before the one-year mark. He added that one of the things that need to be clarified and will be a point of clarification during negotiations is that, according to policy, probation doesn't automatically end at one year. According to the Personnel Manual, probation ends when the employee is notified that it ends. He added that needs to be clarified, and he believes that is a negotiations issue that will have to come up with the Union. Chief Nicholl stated that when we get to negotiations, this is one of the things that he has to bring up. He added that the policy right now is one year with a six-month possible extension.

Director Murphy asked Chief Nicholl about the comment he made about captains that aren't disciplining firefighters, if that was correct. Chief Nicholl shared that he has had captains that have not disciplined their firefighters when they should have, more when they were instructed. He has conducted discipline on the captain for failure to supervise.

Director Murphy clarified that the captain did not discipline somebody the way that you wanted so, then he disciplined the captain. Chief Nicholl answered no, he explained that the captain didn't discipline someone period. Director Murphy stated that the responsibility for investigation lies with the company officer, when the matter involves their subordination of that, correct. Chief Nicholl explained that the responsibility for investigation for cursory investigation lies in the immediate supervisor, and the responsibility for investigation and approval of discipline lies with the Fire Chief. Director Murphy is asking if that is discipline that goes beyond a written reprimand, and Chief Nicholl stated that that is any level of discipline. Director Murphy is asking if the captain performs that investigation and doesn't find enough information to support the violation, or no violation at all, that decision to not discipline would be validated by himself, and Chief Nicholl answered yes, if there was nothing there, then there was nothing there.

Chief Nicholl added that these are the two job descriptions that he has presented. He shared that what was stated out of lack of knowledge during public comment, this is clarification and in fact

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tightening of the job descriptions. Both of which benefit the employee. One, that we are providing mandatory additional training, and we are opening up an avenue for a pay raise. Chief Nicholl is asking the Board to approve these two job descriptions, as presented with the language change to the benefit section of the Firefighter I that would mirror what is in the existing contract.

Director Murphy stated that it seems like there are a lot of ties here and there is a lot of this that needs to be done through negotiations. He added that he would like for whoever the next

Assistant Chief is, to be involved. He thinks that we should either workshop this involving those entities, being staff, Union, the Chief, and maybe a delegate or two from the Board, and the possible oncoming Assistant Chief. He stated that it doesn't make sense to do the work and have it changed again when the new person comes on.

Chairman McCassie and Director Rodriguez stated that they agree with Director Murphy on this. Director Rodriguez added that he likes the idea of a workshop.

Chairman McCassie stated that he would like to table this until they get an Assistant Chief. Chief Nicholl stated that he is asking for the Board to pass it, it is their choice to table it or not. He added that this is tied to what could arguably be raises for several employees within the next week. He stated that it is not just about negotiations, and there is a lot of tie in, but it has to start somewhere. He stated that it is not the Union's roll to make these determinations. He added that we come up with it, then negotiate the finer details with the Union as to how it is implemented and employed. Chief Nicholl is asking to be given the chance to create more opportunities for our people. He added that if the Board wants to workshop this, table it and we will have a workshop.

Chairman McCassie stated that he thinks it is a good idea to have a workshop on this and in the meantime have Directors think of comments or questions, or things that we can improve on.

Director Rodriguez shared that he agrees with Director Murphy regarding the Assistant Chief being involved because there may be things to be taken out later on.

Chairman McCassie asked all Directors if they were okay to table this, and they all agreed to table it.

10. Discussion and action regarding Lyon County Emergency Operations Plan*

Chief Nicholl stated that the Lyon County Emergency Operations Plan is 402 pages long and is a comprehensive hazard mitigation plan for Lyon County.

Mrs. Kasey Miller specified to the Board that when she posted and sent everything out, there were two attachments. He stated that we commit to doing our part to mitigate hazards in the county. The county has ratified it, and the rest of the agencies with elected Boards have ratified it. He is asking the Board to ratify the mitigation plan so that we can participate in the benefits

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as well as the requirements to help mitigate hazards in the county. Chief Nicholl added that we treat these types of plans as mutual aid agreements.

Chairman McCassie asked why the Sheriff Department isn't involved in this and Chief Nicholl stated that they are involved. Chairman McCassie added that this has been a long time coming.

Director Rodriguez made a motion to accept the Lyon County Emergency Operation Plan
Chairman McCassie seconded the motion.

The motion carries as follows: 4-0-0

McCassie	Aye
Wheeler	Aye
Murphy	Aye
Rodriguez	Aye

Chief Nicholl added that before the Directors leave, Mrs. Miller will have the signature page that will need to be signed and he will take it to the county tomorrow.

11. Discussion regarding Assistant Fire Chief Recruitment

Chief Nicholl stated that eleven candidates are coming through the confidential process as of today. He explained that he is in routine communication with Western Fire Chiefs. The applicants from a demographic standpoint are not only represented locally, regionally, and we also have nationwide candidates. He shared that we had people come from outside our region that are interested. The negotiator told him today that the application process is open until the eighteenth, and he anticipates having a couple more applicants by then. He stated that we have more applicants right now than he has seen in any other deputy or Assistant Chief recruitment process that he has ever conducted. Chief Nicholl added that we have a solid group of applicants. Currently, they are taking candidates into cohorts, to in-house Zoom interviews. During that time, there will be a recruiter and a panel of experts that will look at our requirements and after the meetings they have with us, what we are looking for. He explained that this process should be completed by about the first of February. He added that we will have a group of applicants that are refined and then Western Fire Chiefs should be getting that information to him. Chief Nicholl shared that when he gets that information, he will set up more interviews, and in those interviews, we will have local Fire Chiefs from our mutual aid organizations, himself, and possibly members of the community and/or members of Local 4547 as part of this interview panel. He explained that this interview panel will do interviews and again further refine the pool and anticipate being done around February 14, 2024. Once that is done, we will invite the three or four applicants here for a sight visit and they now become candidates for the position. He is anticipating a two-day site visit, with day one including individual meetings with Board members, Local 4547, community introductions, and with local community members as well as meetings with the City of Fernley. Chief Nicholl added that we will have tours to get that person familiar with the district and that it is very standard practice for

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that to occur on day one. He anticipates having a special Board Meeting on day two and that will be the only item on the agenda. During that time, he stated that the Board should have a fifth board member, and now the process becomes the Boards. He shared that everyone involved in the process will have made their recommendations in no order or ranking to the Board of the final three or four candidates. He stated that the Board interviews just like in the past, they

determine whether they make a job offer, and then the candidate has the opportunity to accept the job or not. He stated that if they don't accept the job, they may have to go to candidate number two. If they do accept the job, the anticipated start date for the Assistant Chief will be April 1, 2024, that is if this decision is made in March, and the Board offers an Assistant Chief a position in March, giving that person plenty of time to relocate or make arrangements to relocate. Chief Nicholl added that the decision is the Boards, but a group of people are bringing you applicants to candidates.

Chairman McCassie asked the Board if they had any comments or questions.

Director Murphy is asking Chief Nicholl if he was a consultant, advisor, or employee of Western Fire Chiefs when we ran the last Chief process when he got hired. Chief Nicholl added that he was asked by Western Fire Chiefs to come here before becoming a candidate, yes. Director Murphy stated that he appreciates maintaining confidentiality and he just wanted to disclose that, so it is in the open and nobody has questions.

12. Discussion regarding Apparatus

Chief Nicholl shared that a couple of months ago they were talking about the truck, and he committed that he was going to be looking at alternatives for the truck. He shared that he would get a formal assessment done by Siddons Martin as to what it would cost to repair our truck to be able to function. Chairman McCassie asked if the apparatus is the ladder truck and Chief Nicholl answered that it is one of the apparatuses that we will be talking about. Chief Nicholl explained that the day they were taking in one of the tenders it died, and it will not create pressure over forty PSI, that is a huge issue, and it is a higher priority to send it in. He shared that it is a pump issue and to fix what is wrong is \$7,247.12. There are other issues but primarily it is a pump issue, and it needs to be addressed. The tender is not brand new; it has had use and none of this is due to abuse or neglect. He stated that it is a \$1.5 million piece of apparatus that needs to be maintained once in a while. Going back to the truck, Chief Nicholl stated that we have not taken the truck in yet because this is a higher priority but added that he will get it there. He explained that he has done some research with the help of Volunteer, Lieutenant Sherfy. He stated that they have been able to identify multiple varieties of potentially used trucks that we can purchase. He added that so far none of them have been acceptable, either they are out of our price range, or we would be trading a 2003 with problems for a 2003 with problems and the market just isn't

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there. Chief Nicholl stated that he has reached out to Siddons Martin to speck out a new truck, as was requested, but they have not had the opportunity to send someone out to talk to him about it. However, we have applied for an Assistance Firefighter Grant before for a Wildland Truck. He explained that a year and a half later, we ended up purchasing the white Wildland Truck from Truckee Meadows, which seems to be working out. He shared that he will be submitting a grant for a new truck. He anticipates that it to be between \$1.8 million and \$2 million dollars. He stated that with the development that is happening and the potential of Station 63, the possibility of being funded for a truck is higher than it has ever been.

Chairman McCassie added that the mayor encouraged us to get prices on a new truck, and hopefully, the city will be supportive when it comes time to purchase a truck.

Chief Nicholl shared that yesterday in the snowstorm, Engine 61 sustained a minor event where it tried to occupy the same space as a concrete barrier at the same time, and there is minor damage to the front bumper which may need to be replaced. The siren is damaged and most likely will need to be replaced too. He shared that it is still functional, and they will be getting it into Siddons Martin for an evaluation.

Chief Nicholl shared that we have our fourth ambulance on order and is being funded by Lyon County. It was ordered ten months ago, and the anticipated delivery date is December 2024. He explained that it will be identical to what we have now.

Last, Chief Nicholl shared that yesterday was snowmageddon and North Lake Tahoe Fire Protection District has a quad that they have as surplus. It has a snowplow and a winch. He stated that we are in need of something to be able to get into the back country a little easier. He explained that the minimum reserve on it is \$1,800.00, which is below the purchasing limit. He shared that he placed a bid of a maximum of up to \$2,500.00, and that is after doing the research. He added that he spoke with staff as to whether or not this would be appropriate for us. He added that yesterday it would have been very helpful to snowplow. Chief Nicholl stated that if we do purchase this, that anybody that uses it will need to be certified by the district to be able to drive it.

Chairman McCassie is asking if it comes with a trailer, and Chief Nicholl answered no. Chairman McCassie is asking how we will transport it to a search and rescue situation, and Chief Nicholl added that we have a trailer. Chairman McCassie suggested that Polaris would probably give us one. Chief Nicholl shared that he has asked multiple times and they will not.

Director Murphy stated that with the budget based on Mr. David Silva's report during the audit, he thinks right now we shouldn't be blowing money on anything that is not critical. He added that he knows this isn't actionable but let's consider that moving forward, and not continue to dig

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ourselves a deeper financial hole. Chief Nicholl stated that if the Board wants him to hold off on it, he will hold off on it. Chairman McCassie added that he prefers to hold off on it. He added that we would have to make do with the enclosed trailer or the dump trailer to transport it.

Chairman McCassie asked the Board if they had any comments or questions, and they did not.

13. Discussion regarding Fire Riser at Station 61

Mrs. Kasey Miller shared that Captain McCoy has been working with Q & D, and Delta Fire to get them out here to look at it. She added that they cannot give us a bid until they get something dug up. They won't know if it is going to be an astronomical bid, and they will not know until they get in there. Chairman McCassie is asking if there will be a report and an update at the next meeting, and Mrs. Miller added that she would ask Captain McCoy to do that.

14. Discussion regarding Opioid Litigation

Chief Nicholl shared that there was a sixty-five dollar, and forty-two cents deposit made the other day.

15. Discussion and action regarding Workshop for Board S.O.P.'s*

Chairman McCassie stated that we've been meeting a lot, we still have a legal brief coming up, and a special meeting that they would like to see happen with the Union. He added that we need to move forward with this S.O.P. Director Murphy added that he agrees that we need to get back to that but thinks that the fifth Board Member should be involved in that process. Chairman McCassie stated that once they have a fifth Board member, they will coordinate a date and time to meet, to go over S.O.P.'s, and all Board members agreed.

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

Director Murphy commented regarding the vandalism issue at Station 61, he stated that he hasn't heard any resolution on that and doesn't know the status. He added that he reached out to Dana Uhlhorn to see if there was a contract signed to minimize the district's liability on that matter. He is asking the Board for any status updates. Chairman McCassie shared that he last spoke with Dana Uhlhorn about three weeks ago and they are having a brass plaque produced to be able to attach to the building. He added that he will follow up with that tomorrow.

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Director Murphy stated that they received something through district email from the Local, requesting an investigation on a very vague matter and there wasn't a whole lot of detail. He is asking what the status is on that. Chairman McCassie shared that it will require a legal brief. He has spoken with all three attorneys, and he thinks it is good that we sit down and have a conversation because it was so vague, and it is questionable what they are going to investigate. He stated that that is a Board decision, and we should sit with our attorneys and have a discussion.

Director Murphy is asking to potentially agendize at the next meeting, to update on some of these things and continue to move forward with that. He stated that we have several grievances out, going to arbitration. Chairman McCassie stated that they have been in negotiations to have the E-Board and Board Members to have a meeting and discuss grievances, MRB's, and MOU's. He added that it is in the works, and it will be a special meeting. Director Murphy asked to be involved in that meeting.

Chief Nicholl shared that he is conducting new-hire interviews and that interviews today had to be canceled, and he is in the process of rescheduling them. He shared that if current employees do leave and have turned in their letters of resignation, we should have qualified people to be able to hire. He added that they are known people because they've already existed within our family. They will be changed from reserve, or volunteer status to full-time status. He shared that he would have the end-of-the-year report for the February meeting. Chief Nicholl stated that the Board already mentioned the need for a legal brief, which is paramount. He added that it is not something that should be agendized, it is a legal brief to discuss these things, not an agenda item at this point. Regarding Station 63, shared that we are still in negotiations between the City of Fernley, the District, and Mark IV. Chief Nicholl explained that from what he understands, they hired a consulting company to do a feasibility study to evaluate the need for an additional station. He stated that it is on its third version between the consultant and Mark IV Capitol, he has yet to see a version of that report but when he does, he will be sharing it with the Board. He stated that will dictate where we go with Station 63.

Chief Nicholl shared that he will be applying for the AFG Grant for a truck, and he will also be applying for the Safer Grant for fifteen people to staff Station 63.

Fire Marshall- None.

Staff- None.

Volunteers- Becki Howlett shared that they have another Rehab applicant, and the volunteers have been doing a lot of training.

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Local 4547- President, Joe Mendoza wanted to thank the Board for tabling the issues of the job descriptions. He stated that he speaks for the membership, and they are excited that they are initiating a workshop for those things, which is very important to mend relationships with Local 4547 and the district. He commented that if Chief Nicholl desires to give raises to people in the district if we have the money to give raises, we should give all of our members the step increases that they deserve and was negotiated in the last contract. He stated that would litigate thousands of dollars being wasted by the district in arbitration because it is one of the items of grievance, one of the nine items that will be discussed. He added that if we have the money to give now, let's get rid of one grievance and give everybody a step increase.

City of Fernley- None.

17. 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.)

Mr. Tom Dunn, Vice President of the Reno Firefighter's Association and District Vice President of Professional Firefighters of Nevada, joined the meeting via ZOOM. He stated that this was a very informative meeting and he's glad he was able to attend. He wants to clarify specifically in the Local 731 Collective Bargaining Agreement, which expires on June 30, 2024, article 49. It is listed as, Emergency Medical Technician Certification, specifically addresses advanced EMT and paramedic pay, and specifically A-2 lists the advanced emergency medical technician and paramedic incentives. He added that NRS.288 clearly defines what is part of the Collective Bargaining process and what subjects are mandatory. That also includes the disciplinary process, and if you are going to discipline any employee, you have to follow just cause and follow due process. He shared that the state of Nevada has several groups and would be willing to share their time and educate not only the public but also the Board Members, and members of the district to include the Employee Management of Relations Board, as well as the Nevada Ethics Commission.

Mrs. Kristin Nicholls wanted to thank the Board for their thoughtful deliberation on the new Board Member. She stated that she is hopeful that it doesn't go to the County Commission because now you've taken a local person out of being on the Board. If there is something you can do to bring it back, she would like to see that happen.

Mr. Mike Pilcher, past President of Central Labor Council and AFL-CIO, State of Nevada, Vice President. He thanked the Board for allowing everyone to be here tonight, more importantly, he shared that he recognizes the growing pains, whether it's a Fire Protection District, and he is hoping they are looking at ways to increase the alternate revenue streams. He stated that what Chief Nicholl and the Union are trying to attain is going to come down to revenue streams. He is encouraging them to broaden those as much as possible and if they haven't read the studies to

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outline counties, they should. He shared that it has a tremendous impact on Washoe County, especially Reno and Sparks, and the infrastructure such as transportation, public education, and public safety. He shared that he would approach that with a measure of caution. He shared that currently the 150 square miles that is trick to is the same size as Reno and Sparks. He added that there are between 125 and 150 corporations that don't contribute like they need to so we can have top-shelf safety, transportation, and education. Making the standards of living in our communities and the qualities of all of our lives. He added to keep their eye on the big picture.

18. Adjournment*

Chairman McCassie adjourned at 2104.

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 January 11, 2024.

Respectfully Submitted by:

Shannon Moffett, Administrative Assistant
North Lyon County Fire Protection District

February 8, 2024
Date

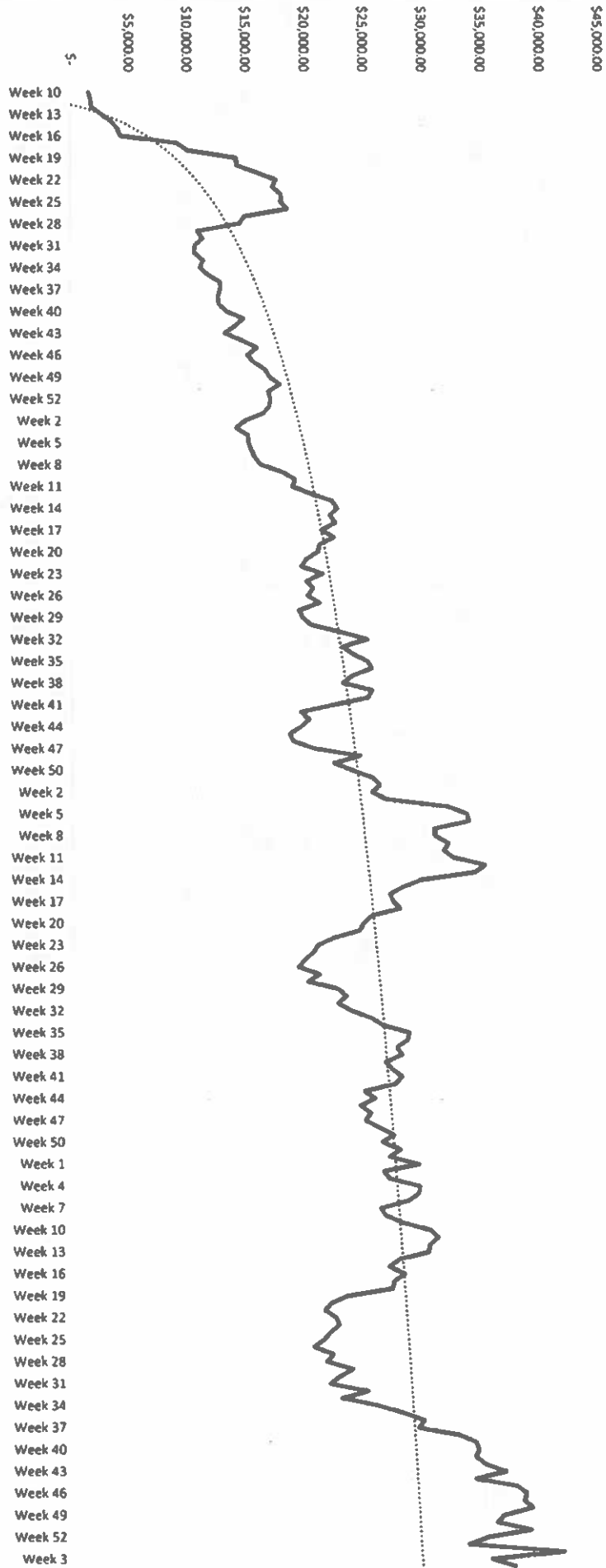
Approval of Minutes
January 11, 2024

	<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>	
___ Approved as Read	___	___	___	___	___
___ Approved with Corrections	___	___	___	___	___

Dan McCassie, Chairman
North Lyon County Fire Protection District

February 8, 2024
Date

10 Week Rolling Average Deposits



Runs by Response Disposition

Disposition Incident Patient Disposition (eDisposition.12)	Number of Runs	Percent of Total Runs
Patient Treated, Transported	117	42.86%
Patient refuse care	52	19.05%
AMA - Patient Evaluated/Treated - No transport	43	15.75%
Patient Evaluated/Treated - No transport	34	12.45%
Canceled (After Arrival At Scene)	21	7.69%
Canceled (Prior to Arrival At Scene)	4	1.47%
	1	0.37%
Patient Treated, Transferred Care to Another EMS Unit	1	0.37%
	Total: 273	Total: 100.00%

Runs by Zone - District

Scene Incident Zone	Number of Runs	Percent of Total Runs
61	119	43.59%
62	104	38.10%
63	44	16.12%
Fallon/Churchill	4	1.47%
Pyramid	1	0.37%
Truckee	1	0.37%
	Total: 273	Total: 100.00%

Runs by Time and Day of Call

Incident Day Name	Incident Three Hour Range Of Day 24	Number of Runs	Percent of Total Runs
Sunday	00:00:00 - 02:59:59	2	0.73%
	03:00:00 - 05:59:59	1	0.37%
	06:00:00 - 08:59:59	3	1.10%
	09:00:00 - 11:59:59	2	0.73%
	12:00:00 - 14:59:59	3	1.10%
	15:00:00 - 17:59:59	2	0.73%
	18:00:00 - 20:59:59	6	2.20%
	21:00:00 - 23:59:59	1	0.37%
Monday	00:00:00 - 02:59:59	4	1.47%
	03:00:00 - 05:59:59	1	0.37%
	06:00:00 - 08:59:59	4	1.47%
	09:00:00 - 11:59:59	9	3.30%
	12:00:00 - 14:59:59	5	1.83%
	15:00:00 - 17:59:59	5	1.83%
	18:00:00 - 20:59:59	7	2.56%
	21:00:00 - 23:59:59	4	1.47%
Tuesday	00:00:00 - 02:59:59	1	0.37%
	03:00:00 - 05:59:59	2	0.73%
	06:00:00 - 08:59:59	6	2.20%
	09:00:00 - 11:59:59	2	0.73%
	12:00:00 - 14:59:59	4	1.47%
	15:00:00 - 17:59:59	4	1.47%
	18:00:00 - 20:59:59	3	1.10%
	21:00:00 - 23:59:59	6	2.20%
Wednesday	00:00:00 - 02:59:59	1	0.37%
	03:00:00 - 05:59:59	5	1.83%
	06:00:00 - 08:59:59	2	0.73%
	09:00:00 - 11:59:59	14	5.13%
	12:00:00 - 14:59:59	12	4.40%
	15:00:00 - 17:59:59	14	5.13%
	18:00:00 - 20:59:59	4	1.47%
	21:00:00 - 23:59:59	6	2.20%

Incident Day Name	Incident Three Hour Range Of Day 24	Number of Runs	Percent of Total Runs
Thursday	00:00:00 - 02:59:59	2	0.73%
	03:00:00 - 05:59:59	1	0.37%
	06:00:00 - 08:59:59	2	0.73%
	09:00:00 - 11:59:59	12	4.40%
	12:00:00 - 14:59:59	9	3.30%
	15:00:00 - 17:59:59	9	3.30%
	18:00:00 - 20:59:59	2	0.73%
	21:00:00 - 23:59:59	3	1.10%
Friday	00:00:00 - 02:59:59	3	1.10%
	03:00:00 - 05:59:59	3	1.10%
	06:00:00 - 08:59:59	9	3.30%
	09:00:00 - 11:59:59	8	2.93%
	12:00:00 - 14:59:59	7	2.56%
	15:00:00 - 17:59:59	7	2.56%
	18:00:00 - 20:59:59	8	2.93%
	21:00:00 - 23:59:59	2	0.73%
Saturday	00:00:00 - 02:59:59	6	2.20%
	03:00:00 - 05:59:59	4	1.47%
	06:00:00 - 08:59:59	4	1.47%
	09:00:00 - 11:59:59	5	1.83%
	12:00:00 - 14:59:59	3	1.10%
	15:00:00 - 17:59:59	7	2.56%
	18:00:00 - 20:59:59	7	2.56%
	21:00:00 - 23:59:59	5	1.83%
		Total: 273	Total: 100.00%

Runs by Hour of Day

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	5	1.83%
01:00:00 - 01:59:59	8	2.93%
02:00:00 - 02:59:59	6	2.20%
03:00:00 - 03:59:59	6	2.20%
04:00:00 - 04:59:59	4	1.47%
05:00:00 - 05:59:59	7	2.56%
06:00:00 - 06:59:59	10	3.66%
07:00:00 - 07:59:59	10	3.66%
08:00:00 - 08:59:59	10	3.66%
09:00:00 - 09:59:59	17	6.23%
10:00:00 - 10:59:59	16	5.86%
11:00:00 - 11:59:59	19	6.96%
12:00:00 - 12:59:59	15	5.49%
13:00:00 - 13:59:59	15	5.49%
14:00:00 - 14:59:59	13	4.76%
15:00:00 - 15:59:59	20	7.33%
16:00:00 - 16:59:59	20	7.33%
17:00:00 - 17:59:59	8	2.93%
18:00:00 - 18:59:59	10	3.66%
19:00:00 - 19:59:59	16	5.86%
20:00:00 - 20:59:59	11	4.03%
21:00:00 - 21:59:59	11	4.03%
22:00:00 - 22:59:59	8	2.93%
23:00:00 - 23:59:59	8	2.93%
Total: 273		Total: 100.00%

Runs by Day of Week

Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	20	7.33%
Monday	39	14.29%
Tuesday	28	10.26%
Wednesday	58	21.25%
Thursday	40	14.65%
Friday	47	17.22%
Saturday	41	15.02%
Total: 273		Total: 100.00%

Average Run Time Summary Report (In Minutes)

Avg Unit Notified to Enroute In Minutes	Avg Unit Enroute to Arrived at Scene	Avg Unit Arrived on Scene to Left Scene	Avg Unit Left Scene to Arrived at Dest	Avg Patient Arrived at Destination to Patient Transfer of Care	Avg Patient Arrived at Destination to Unit Back in Service	Number of Runs
2.58	5.14	19.30	41.49	7.98	62.57	273

Chute Time

Incident Unit Notified By Dispatch To Unit En Route Range In Minutes	Number of Runs	Percent of Total Runs
	15	5.49%
0 to <1	26	9.52%
1 to <2	96	35.16%
2 to <3	80	29.30%
3 to <4	31	11.36%
4 to 5	9	3.30%
> 5	16	5.86%
Total: 273		Total: 100.00%

En-route Time

Incident Unit En Route To Unit Arrived On Scene Range In Minutes	Number of Runs	Percent of Total Runs
	23	8.42%
0 to <5	132	48.35%
5 to <10	102	37.36%
10 to 15	14	5.13%
> 15	2	0.73%
Total: 273		Total: 100.00%

Scene Time

Incident Unit Arrived On Scene To Unit Left Scene Range In Minutes	Number of Runs	Percent of Total Runs
	160	58.61%
0 to <5	1	0.37%
5 to <10	8	2.93%
10 to <15	34	12.45%
15 to <20	26	9.52%
20 to <25	17	6.23%
25 to <30	13	4.76%
30 to <35	8	2.93%
35 to <40	5	1.83%
40 to <45	1	0.37%
Total: 273		Total: 100.00%

Transport Time

Incident Unit Left Scene To Patient Arrived At Destination Range In Minutes	Number of Runs	Percent of Total Runs
	161	58.97%
10 to 15	1	0.37%
> 15	111	40.66%
Total: 273		Total: 100.00%

Runs by Dispatch Reason

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	32	11.72%
Breathing Problem	29	10.62%
Lift Assist	25	9.16%
Traffic/Transportation Incident	22	8.06%
Altered Mental Status	12	4.40%
Abdominal Pain/Problems	11	4.03%
Chest Pain (Non-Traumatic)	11	4.03%
Pain	11	4.03%
No Other Appropriate Choice	10	3.66%
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	9	3.30%
Weakness/Lethargic	9	3.30%
Convulsions/Seizure	8	2.93%
Diabetic Problem	7	2.56%
Traumatic Injury	7	2.56%
Assist Police with a Citizen	6	2.20%
Alcohol intoxication	5	1.83%
Eye Problem/Injury	5	1.83%
Hypotension / hypertension	5	1.83%
Sick Person (weakness, etc.)	5	1.83%
Anxiety Attack	4	1.47%
Headache	4	1.47%
Unconscious/Fainting/Near-Fainting	4	1.47%
Assault	3	1.10%
Syncope/near-fainting	3	1.10%
Back Pain (Non-Traumatic)	2	0.73%
Choking	2	0.73%
Chronic Illness/Medical Condition	2	0.73%
Dizziness	2	0.73%
Heart Problems/AICD	2	0.73%
Hemorrhage/Laceration	2	0.73%
Overdose/Poisoning/Ingestion	2	0.73%
Stroke/CVA	2	0.73%
	1	0.37%
Allergic Reaction/Stings	1	0.37%
Cardiac Arrest/Death	1	0.37%
Fever	1	0.37%
Head Injury	1	0.37%
Heat/Cold Exposure	1	0.37%
None	1	0.37%
Pediatric Fever	1	0.37%
Penetrating Wounds	1	0.37%
Unknown Problem/Person Down	1	0.37%
Total: 273		Total: 100.00%

Runs by Destination Name

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Disposition Destination Code Delivered Transferred To (eDisposition.02)	Number of Runs	Percent of Total Runs
		139	50.92%
Banner Churchill Community Hospital	90012	12	4.40%
Northern Nevada Medical Center	90117	34	12.45%
Not Applicable		16	5.86%
Reno VA Medical Center	90099-7	3	1.10%
Renown Regional Medical Center	90134	63	23.08%
Renown South Meadows Medical Center	90135	1	0.37%

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Disposition Destination Code Delivered Transferred To (eDisposition.02)	Number of Runs	Percent of Total Runs
Sierra Northern	89521	1	0.37%
St. Mary's Regional Medical Center	90024	4	1.47%
		Total: 273	Total: 100.00%

Report Filters	
Incident Date:	is equal to 'This Year'
Agency Name (Agency.03):	is in 'North Lyon County Fire Protection District'

NFPA - Major Fires - Top 3 Property Loss Fires

Report Results

There are no results. Please redefine your search criteria.

NFPA - Breakdown of Structure Fires and Other Fires and Incidents

Basic Incident NFPA Type	Number of Fires	Number of Civilian Fire Deaths	Number of Civilian Fire Injuries	Estimated Property Damage and Contents From Fire (In Dollars)
*NA	3	0	0	
14b. Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138)	1	0	0	
18. All Other Fires. (IT 100, 160, 163)	3	0	0	
20. Rescue, Emergency Medical Responses (ambulance, EMS, rescue) (IT 300-381)	243	0	0	
21. False Alarm Responses (malicious or unintentional false calls, malfunctions, bomb scares) (IT 700-746)	17	0	0	
23a. Hazardous Materials Responses (spills, leaks, etc.) (IT 410-431)	2	0	0	
23b. Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)	1	0	0	
24. All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)	29	0	0	

NFPA - 5. Total Residential Fires (Sum 1- 4 above)

Fires In Structures By Fixed Property Use (Occupancy)	Number of Fires	Number of Civilian Fire Deaths	Number of Civilian Fire Injuries	Estimated Property Damage and Contents from Fire
5. TOTAL RESIDENTIAL FIRES (Sum of lines 1 through 4)	0			

NFPA - 13. Totals For Structure Fires (Sum 5 - 12 above)

Fires In Structures By Fixed Property Use (Occupancy)	Number of Fires	Number of Civilian Fire Deaths	Number of Civilian Fire Injuries	Estimated Property Damage and Contents from Fire
13. TOTALS FOR STRUCTURE FIRES (Sum of lines 5 through 12)	0			

NFPA - 19. Total For Fires (Sum 13 -18 above)

Fires In Structures By Fixed Property Use (Occupancy)	Number of Fires	Number of Civilian Fire Deaths	Number of Civilian Fire Injuries	Estimated Property Damage and Contents from Fire
19. TOTALS FOR FIRES (Sum of lines 13 through 18)	4	0	0	

NFPA - 25. Total For All Incidents (Sum 19 - 24 above)

Fires In Structures By Fixed Property Use (Occupancy)	Number of Fires	Number of Civilian Fire Deaths	Number of Civilian Fire Injuries	Estimated Property Damage and Contents from Fire
25. TOTAL FOR ALL INCIDENTS (Sum of lines 19 through 24)	296	0	0	

NFPA - Breakdown of False Alarm Responses

Basic Incident NFPA False Alarm Type	Number of Incidents
01. Malicious, Mischievous False Call (IT 710-715)	1
03. Unintentional (tripping on interior device accidentally, etc.) (IT 740-749)	3
04. Other False Alarms (bomb scares, etc.) (IT 721, 700)	13

NFPA - Fire Service Exposure and Injuries - Totals

Total Firefighters Exposed To Infectious Diseases	Total Firefighters Exposed to Hazardous Conditions	Total Firefighters with non-fatal Injuries
0	0	0

Report Filters

Basic Incident Date Time: is after 'This Year'

Agency Name: is in 'North Lyon County Fire Protection District'

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Fire 2024
From 7/1/2023 Through 6/30/2024

	Current Period Budget - 2024Original	Current Year Actual	Total Budget Variance - 2024Original
REVENUES			
Taxes			
Ad Valorem Taxes	2,698,864.00	1,574,724.39	(1,124,139.61)
Consolidated Taxes	243,167.00	102,600.36	(140,566.64)
Total Taxes	2,942,031.00	1,677,324.75	(1,264,706.25)
Other Revenue			
Mutual Aid	550,000.00	0.00	(550,000.00)
Contracts	642,000.00	159,577.08	(482,422.92)
Interlocal	16,000.00	0.00	(16,000.00)
Grants	0.00	0.00	0.00
Inspections	25,000.00	3,020.00	(21,980.00)
Hazmat Permits	97,000.00	11,200.00	(85,800.00)
Fire and Safety Reviews	0.00	93,910.00	93,910.00
Operational Permits	20,000.00	5,410.00	(14,590.00)
Cost Recovery	0.00	0.00	0.00
Ambulance Fees	0.00	31,836.28	31,836.28
GEMT Ambulance	0.00	650,577.42	650,577.42
Ambulance Subscription	0.00	0.00	0.00
Miscellaneous Revenue	35,000.00	79,724.91	44,724.91
Other	0.00	0.00	0.00
Total Other Revenue	1,385,000.00	1,035,255.69	(349,744.31)
Total REVENUES	4,327,031.00	2,712,580.44	(1,614,450.56)
EXPENDITURES			
Personnel Expenses			
Salaries and Wages	1,475,440.00	669,357.56	806,082.44
Temporary Salaries	79,272.00	54,821.56	24,450.44
Overtime	348,500.00	256,792.33	91,707.67
Holiday	100,456.00	45,223.59	55,232.41
Uniforms	20,000.00	9,636.57	10,363.43
Employee Physicals	26,000.00	4,990.00	21,010.00
PERS Retirement	750,787.00	277,336.68	473,450.32
Employer Taxes and Fees	19,250.00	16,652.08	2,597.92
Workers Comp	109,325.00	115,704.76	(6,379.76)
Health Insurance	342,362.00	109,535.65	232,826.35
Contract Obligations	61,000.00	0.00	61,000.00
Cadets	22,000.00	(637.39)	22,637.39
Total Personnel Expenses	3,354,392.00	1,559,413.39	1,794,978.61
Office Operating Expenses			
Office Supplies and Postage	13,000.00	5,959.45	7,040.55
Office Equipment & IT	29,000.00	5,673.97	23,326.03
Books and Publications	8,000.00	0.00	8,000.00
Fire Prevention Public Education	3,000.00	1,200.00	1,800.00
Insurance	75,000.00	31,344.85	43,655.15
Professional Fees	91,000.00	74,655.37	16,344.63
Dues	4,000.00	486.94	3,513.06
Travel	2,500.00	1,235.56	1,264.44
Wildland Travel	14,000.00	40,852.99	(26,852.99)
Other	0.00	0.00	0.00
Total Office Operating Expenses	239,500.00	161,409.13	78,090.87
Personnel Operating Expenses			

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Fire 2024
From 7/1/2023 Through 6/30/2024

	Current Period Budget - 2024Original	Current Year Actual	Total Budget Variance - 2024Original
Training	17,000.00	2,719.00	14,281.00
Recruitment and Retention	9,500.00	0.00	9,500.00
Safety Equipment	5,000.00	0.00	5,000.00
Turnouts	23,000.00	25,655.40	(2,655.40)
Total Personnel Operating Expenses	54,500.00	28,374.40	26,125.60
Vehicle Operating Expenses			
Heavy Apparatus	25,000.00	31,191.64	(6,191.64)
Light Fleet	5,000.00	6,982.73	(1,982.73)
Ambulance Fleet	0.00	0.00	0.00
Wildland Fleet	8,000.00	0.00	8,000.00
Misc and Other	2,500.00	2,188.91	311.09
Vehicle Fuel	179,500.00	24,962.31	154,537.69
Total Vehicle Operating Expenses	220,000.00	65,325.59	154,674.41
Equipment Supplies Operating Expenses			
Medical Supplies	2,000.00	0.00	2,000.00
Equipment Non Capital	13,000.00	3,608.00	9,392.00
Communications	25,500.00	15,372.54	10,127.46
Operating Supplies	6,000.00	2,038.16	3,961.84
Small Equipment R & M	13,000.00	10,542.56	2,457.44
Total Equipment Supplies Operating Expenses	59,500.00	31,561.26	27,938.74
Station Operating Expenses			
Station Repair & Maintenance 61	110,000.00	23,193.21	86,806.79
Station Repair & Maintenance 62	8,000.00	292.51	7,707.49
Utilities 61	15,000.00	21,310.96	(6,310.96)
Utilities 62	13,000.00	0.00	13,000.00
Total Station Operating Expenses	146,000.00	44,796.68	101,203.32
Other Non Operating Expenses			
Contingency	0.00	0.00	0.00
Capital Outlay	228,241.00	20,000.00	208,241.00
Depreciation	0.00	0.00	0.00
Debt Payments	0.00	21,000.00	(21,000.00)
Lease Payments	185,759.00	143,758.22	42,000.78
Interfund Transfers	0.00	0.00	0.00
Total Other Non Operating Expenses	414,000.00	184,758.22	229,241.78
Total EXPENDITURES	4,487,892.00	2,075,638.67	2,412,253.33
REVENUES IN EXCESS OF EXPENDITURES	(160,861.00)	636,941.77	797,802.77

NLCFPD

Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Ambulance 2024
From 7/1/2023 Through 6/30/2024

	Current Period Budget - 2024Original	Current Year Actual	Total Budget Variance - 2024Original
REVENUES			
Other Revenue			
Operational Permits	12,000.00	0.00	(12,000.00)
Ambulance Fees	2,000,000.00	696,028.73	(1,303,971.27)
GEMT Ambulance	520,000.00	0.00	(520,000.00)
Ambulance Subscription	35,000.00	7,469.45	(27,530.55)
Miscellaneous Revenue	5,000.00	3,464.39	(1,535.61)
Total Other Revenue	2,572,000.00	706,962.57	(1,865,037.43)
Total REVENUES	2,572,000.00	706,962.57	(1,865,037.43)
EXPENDITURES			
Personnel Expenses			
Salaries and Wages	1,067,420.00	409,516.38	657,903.62
Temporary Salaries	156,600.00	8,256.00	148,344.00
Overtime	150,000.00	136,686.31	13,313.69
Holiday	52,785.00	18,964.80	33,820.20
Uniforms	8,500.00	6,669.38	1,830.62
Employee Physicals	0.00	18,777.00	(18,777.00)
PERS Retirement	560,102.00	277,336.68	282,765.32
Employer Taxes and Fees	15,000.00	11,486.87	3,513.13
Workers Comp	93,375.00	40,195.00	53,180.00
Health Insurance	175,337.00	114,634.38	60,702.62
Cadets	0.00	108.85	(108.85)
Total Personnel Expenses	2,279,119.00	1,042,631.65	1,236,487.35
Office Operating Expenses			
Office Supplies and Postage	0.00	833.91	(833.91)
Office Equipment & IT	1,000.00	1,779.74	(779.74)
Insurance	0.00	31,344.86	(31,344.86)
Professional Fees	0.00	14,724.31	(14,724.31)
Dues	0.00	156.99	(156.99)
Travel	0.00	708.85	(708.85)
Total Office Operating Expenses	1,000.00	49,548.66	(48,548.66)
Personnel Operating Expenses			
Training	7,000.00	(7,973.67)	14,973.67
Safety Equipment	3,500.00	0.00	3,500.00
Turnouts	6,000.00	0.00	6,000.00
Total Personnel Operating Expenses	16,500.00	(7,973.67)	24,473.67
Vehicle Operating Expenses			
Ambulance Fleet	12,000.00	16,794.44	(4,794.44)
Wildland Fleet	0.00	52.97	(52.97)
Vehicle Fuel	70,000.00	21,877.72	48,122.28
Total Vehicle Operating Expenses	82,000.00	38,725.13	43,274.87
Equipment Supplies Operating Expenses			
Medical Supplies	60,000.00	58,555.17	1,444.83
Equipment Non Capital	2,000.00	0.00	2,000.00
Communications	4,000.00	0.00	4,000.00
Operating Supplies	2,000.00	147.95	1,852.05
Small Equipment R & M	20,000.00	3,821.00	16,179.00
Total Equipment Supplies Operating Expenses	88,000.00	62,524.12	25,475.88

NLCFPD**Statement of Revenues and Expenditures - Revenues Expenditures VS Budget - Ambulance 2024**
From 7/1/2023 Through 6/30/2024

	Current Period Budget - 2024Original	Current Year Actual	Total Budget Variance - 2024Original
Station Operating Expenses			
Station Repair & Maintenance 61	12,000.00	0.00	12,000.00
Station Repair & Maintenance 62	4,000.00	817.57	3,182.43
Utilities 61	7,000.00	0.00	7,000.00
Utilities 62	5,000.00	8,508.54	(3,508.54)
Total Station Operating Expenses	28,000.00	9,326.11	18,673.89
Other Non Operating Expenses			
Capital Outlay	0.00	185,011.00	(185,011.00)
Depreciation	121,000.00	0.00	121,000.00
Debt Payments	0.00	100,000.00	(100,000.00)
Total Other Non Operating Expenses	121,000.00	285,011.00	(164,011.00)
Total EXPENDITURES	2,615,619.00	1,479,793.00	1,135,826.00
REVENUES IN EXCESS OF EXPENDITURES	(43,619.00)	(772,830.43)	(729,211.43)



North Lyon County Fire Protection District

Policy – District Board

Date: July 16, 2020

Number: Board 08

Title: Elections of NLCFPD Board Positions

Scope: This standard operating procedure applies to the election of North Lyon County Fire Protection District Board of Directors: Chairman/person, Vice Chairman/person and Secretary/Treasurer.

Purpose:

To ensure leadership for one year and to keep continuity on the Board of Directors.

Procedure:

- Elections will be held each year at the January regular meeting.
- The Chairman/person shall have served on the Board for one year.
- Board members shall be in good standing and have attended at least 75% of all meetings.
- The elected Board Officers term shall run for one year from the regular meeting in January to the regular Board meeting the following January.
- Nominations will be received from the Board members and voted on according to "Roberts Rules of Order."
- Order of nominations shall be:
Chairman/person
Vice Chairman/person
Secretary/Treasurer

Repealed: Fire Board 01 dated 01/08/2009

Approval:

NLCFPD Board Chairman/person

Date

PEOPLE FIRST



COPY

January 19, 2024

North Lyon County Fire Protection District Board
195 E. Main Street
Fernley, NV 89408

Re: Investigation of Alleged Misconduct (December 13, 2023)

Dear Board of Directors,

I have been asked to conduct an independent investigation with respect to the complaint dated December 20, 2023 by North Lyon Firefighters Local 4547 (hereinafter "COMPLAINANT") alleging various instances of misconduct at a grievance meeting held on December 13, 2023. This engagement letter is submitted for your consideration and sets forth the terms and scope of my representation. This will constitute a binding agreement between Cardinal Law Office, Ltd. (hereinafter, "CLO") and the North Lyon County Fire Protection District Board (hereinafter, "CLIENT") when accepted and executed by CLIENT.

SCOPE OF REPRESENTATION

CLO agrees to provide legal services to CLIENT in the form of an impartial workplace investigation. The scope of the investigation will be to determine the facts related to the allegations made by COMPLAINANT concerning alleged misconduct at a grievance meeting held on December 13, 2023. It is anticipated that the investigation will include interviews of the COMPLAINANT's representative(s), the subject(s) of the complaint and any individuals identified as witnesses. All relevant documents, policies, tangible items and applicable ordinances, regulations and laws will also be reviewed. Thereafter, unless otherwise directed, a report will be prepared documenting the results of the investigation. The report will set forth factual findings, and if requested, conclusions as to whether any policy or law has been violated. CLO will provide CLIENT through its outside counsel, Rebecca Bruch, Esq., with a copy of the report but will not provide copies to either the COMPLAINANT or to individual subject(s) of the complaint. CLIENT through its outside counsel, Rebecca Bruch, Esq., shall have sole discretion and the exclusive right to release copies of the report to the COMPLAINANT and/or the individual subject(s) of the complaint as permitted by CLIENT's policies or applicable laws. All components of these investigative services will be protected by the attorney-client and work product privileges unless they are waived by CLIENT.

GaryCardinal@CardinalLawReno.com
3095 Bramble Drive
Reno, NV 89509
Tel: (775) 870-7494

Page 1 of 3

If during the investigation, CLO becomes aware of other potential claims that are outside the scope of this assignment, CLO will so inform CLIENT through its outside counsel, Rebecca Bruch, Esq., but will not investigate those claims unless CLIENT expressly directs, and only after this engagement letter is amended to expand the scope of the investigation or a separate written agreement is completed.

It is understood and agreed that CLO will not act as an advocate for CLIENT or COMPLAINANT. It is further understood and agreed that CLO will not provide legal advice to CLIENT with respect to what employment actions, if any, should be taken as a result of the investigative findings, nor will CLO represent CLIENT in any legal action or proceeding. To the extent it deems it necessary, CLIENT shall utilize the services of in-house or outside legal counsel for legal advice regarding the results of the investigation. CLO will take all direction regarding this investigation from Rebecca Bruch, Esq.

TERM AND TERMINATION

The term of this agreement will commence upon execution by CLIENT, but the provisions will retroactively apply to any work performed by CLO at CLIENT'S request prior to final execution. This agreement will conclude upon the delivery of the investigative report to CLIENT through its outside counsel, Rebecca Bruch, Esq., unless terminated earlier as set forth immediately below.

Either party may terminate this agreement at any time without cause, subject to any ethical obligations applicable to CLO. Termination shall be by written notice and shall be effective as of the date the non-terminating party receives such notice. If terminated by CLO, all reasonable and practicable efforts will be made to protect CLIENT'S interests with respect to the matter that is the subject of this agreement. Should early termination occur pursuant to this paragraph, CLIENT remains responsible for all fees and costs incurred by CLO through the effective date of termination.

CLIENT'S RESPONSIBILITIES

CLIENT'S cooperation and assistance are vital to the timely completion of a full and fair investigation. CLIENT agrees to take all reasonable steps necessary to ensure that all potential evidence, including but not limited to hard copy documents, electronically stored documents, e-mails, voice messages, text messages and social media are preserved, including any electronic matter residing on personal devices of its employees, officers and directors.

CLIENT agrees to provide CLO with access to its employees and other people within its control. It is preferable that all interviews be conducted in person, and CLO may request CLIENT'S assistance in coordinating interviews and providing space for such interviews to take place. Should any witnesses be located out-of-town, CLO will confer with CLIENT through its outside counsel, Rebecca Bruch, Esq., to reach agreement on the most suitable method for interviewing such witnesses, and any out-of-town travel must be preapproved by CLIENT.

CLIENT agrees to timely produce to CLO all written materials, documents and applicable policies in a timely manner and to advise CLO of any change in contact information for any individual identified as an interviewee.

FEES AND COSTS

The investigation will be conducted by attorney Gary Cardinal, whose current billing rate is \$215.00 per hour. CLO periodically reviews billing rates and reserves the right to adjust such rates as appropriate. Should a billing rate adjustment occur during the course of this engagement, CLO will give CLIENT thirty days' notice before applying the adjusted rate. Any new rate will apply only to that work undertaken after expiration of the notice period. CLIENT may terminate this agreement by written notice given prior to the expiration of the thirty-day notice period. Continued use of CLO services after expiration of the notice period shall constitute CLIENT'S acceptance of the adjusted rate.

Fees are determined by multiplying the hourly rate above, or any adjusted rate accepted by CLIENT, by the number of hours spent, measured in tenths of hours. Billable fees apply to all time spent on the investigation, including, but not limited to, interviews, document review, personal and telephone conferences, preparing, analyzing, and reviewing correspondence and e-mails, preparing reports, and travel time to and from witness interviews and other meetings.

CLO may from time to time incur out-of-pocket costs in conducting the investigation. Costs may include transcription services, translation services, photocopying, postage, messenger or delivery services, and travel costs. CLO will obtain authorization from CLIENT through its outside counsel, Rebecca Bruch, Esq., for any out-of-town travel prior to incurring travel costs. CLIENT shall pay the fees and costs of others, such as consultants and experts, if applicable, directly to those individuals, and in no circumstance shall CLO be responsible for such fees and costs.

Fees and costs will be billed at the conclusion of the investigation and will be documented by itemized invoices stating the date of the work performed, a description of the work performed and the amount of time spent on each item. Any costs included in the invoice will be itemized. Payment is expected withing thirty days of the date of the invoice. No retainer is required.

If CLO is required to provide testimony in any legal proceeding related to the subject matter of this investigation, CLIENT will be billed at the applicable hourly billing rate for witness testimony, preparation time, travel time, and waiting time. CLIENT shall also be responsible for any costs incurred by CLO for providing this service.

CHOICE OF LAW AND VENUE

This agreement will be governed and interpreted by the laws of the state of Nevada. The venue for resolution of any dispute between CLO and CLIENT, whether by mediation, arbitration or litigation, shall be in Reno, Washoe County, Nevada.

Cardinal Law Office, Ltd.



Gary A. Cardinal
Managing Member

Date

Jan. 19, 2024

CLIENT

Print Name
Title

Date



COPY

January 19, 2024

North Lyon County Fire Protection District Board
195 E. Main Street
Fernley, NV 89408

Re: Investigation of Alleged Unethical Conduct (December 28, 2023)

Dear Board of Directors,

I have been asked to conduct an independent investigation with respect to the complaint dated December 28, 2023 by North Lyon Firefighters Local 4547 (hereinafter "COMPLAINANT") alleging unethical conduct occurring on December 28, 2023. This engagement letter is submitted for your consideration and sets forth the terms and scope of my representation. This will constitute a binding agreement between Cardinal Law Office, Ltd. (hereinafter, "CLO") and the North Lyon County Fire Protection District Board (hereinafter, "CLIENT") when accepted and executed by CLIENT.

SCOPE OF REPRESENTATION

CLO agrees to provide legal services to CLIENT in the form of an impartial workplace investigation. The scope of the investigation will be to determine the facts related to the allegations made by COMPLAINANT concerning alleged unethical conduct occurring on December 28, 2023. It is anticipated that the investigation will include interviews of the COMPLAINANT's representative(s), the subject(s) of the complaint and any individuals identified as witnesses. All relevant documents, policies, tangible items and applicable ordinances, regulations and laws will also be reviewed. Thereafter, unless otherwise directed, a report will be prepared documenting the results of the investigation. The report will set forth factual findings, and if requested, conclusions as to whether any policy or law has been violated. CLO will provide CLIENT through its outside counsel, Rebecca Bruch, Esq., with a copy of the report but will not provide copies to either the COMPLAINANT or to individual subject(s) of the complaint. CLIENT through its outside counsel, Rebecca Bruch, Esq., shall have sole discretion and the exclusive right to release copies of the report to the COMPLAINANT and/or the individual subject(s) of the complaint as permitted by CLIENT's policies or applicable laws. All components of these investigative services will be protected by the attorney-client and work product privileges unless they are waived by CLIENT.

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Page 1 of 3

If during the investigation, CLO becomes aware of other potential claims that are outside the scope of this assignment, CLO will so inform CLIENT through its outside counsel, Rebecca Bruch, Esq., but will not investigate those claims unless CLIENT expressly directs, and only after this engagement letter is amended to expand the scope of the investigation or a separate written agreement is completed.

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TERM AND TERMINATION

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CLIENT'S RESPONSIBILITIES

CLIENT'S cooperation and assistance are vital to the timely completion of a full and fair investigation. CLIENT agrees to take all reasonable steps necessary to ensure that all potential evidence, including but not limited to hard copy documents, electronically stored documents, e-mails, voice messages, text messages and social media are preserved, including any electronic matter residing on personal devices of its employees, officers and directors.

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CLIENT agrees to timely produce to CLO all written materials, documents and applicable policies in a timely manner and to advise CLO of any change in contact information for any individual identified as an interviewee.

FEES AND COSTS

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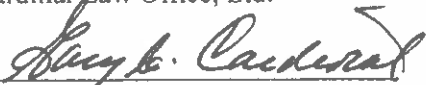
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CHOICE OF LAW AND VENUE

This agreement will be governed and interpreted by the laws of the state of Nevada. The venue for resolution of any dispute between CLO and CLIENT, whether by mediation, arbitration or litigation, shall be in Reno, Washoe County, Nevada.

Cardinal Law Office, Ltd.


Gary A. Cardinal
Managing Member

Date

Jan. 19, 2024

CLIENT

Print Name
Title

Date



North Lyon County Fire Protection District

195 East Main Street
Fernley, Nevada 89408

District Office (775) 575-3310 District Fax (775) 575-3314
www.northlyonfire.com

Directors

Daniel McCassie
Harry Wheeler
Paul Murphy
Jay Rodriguez
Mike Toombs

February 8, 2024

Re: 2023 CBA negotiations reconciliation

Local 4547 leadership,

By Fire Board action conducted during the February 8, 2024 District Board meeting, the Fire Chief now has the authority to negotiate on behalf of the District the following articles.

Article 22 – Union Business
Article 26 – Military Leave
Article 28 – Retirement
Article 36 – Personnel Reduction
Article 41 – Amending Procedure
Article 49 – Longevity

These articles are in addition to the previously approved articles from the letter dated October 13, 2022.

Respectfully,

District Board Chair

Jason Nicholl
Fire Chief

PEOPLE FIRST

North Lyon County Fire Protection District is an Equal Opportunity Employer



North Lyon County Fire Protection District

**195 East Main Street
Fernley, Nevada 89408**

**District Office (775) 575-3310 District Fax (775) 575-3314
www.northlyonfire.com**

Directors

**Daniel McCassie
Harry Wheeler
Paul Murphy
Jay Rodriguez
Mike Toombs**

February 8, 2024

Re: 2024 CBA negotiations reconciliation

Local 4547 leadership,

By Fire Board action conducted during the February 8, 2024 District Board meeting, the Fire Chief has the authority to negotiate on behalf of the District the following articles.

**Article 4 – Salaries
Article 28 – Retirement
Article 31 - Health and Accident Insurance
Article 47 – Incentives
Article 49 – Longevity
Article 53 – Duration**

And

Three Local 4547 proposed new articles pertaining to:

**Consolidation
Prevailing Rights
Out of State Mutual Aid/Assignment**

We will work towards setting appropriate dates to commence negotiations soon.

Respectfully,

District Board Chair

**Jason Nicholl
Fire Chief**

PEOPLE FIRST

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