

CARSON CITY BOARD OF SUPERVISORS
Minutes of the March 19, 2002, Budget Session
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A special budget meeting of the Carson City Board of Supervisors was held on Tuesday, March 19, 2002, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6 p.m.

PRESENT:	Ray Masayko	Mayor
	Jon Plank	Supervisor, Ward 2
	Robin Williamson	Supervisor, Ward 1
	Pete Livermore	Supervisor, Ward 3
	Richard S. Staub	Supervisor, Ward 4
STAFF PRESENT:	John Berkich	City Manager
	Rod Banister	Sheriff
	Andrew Burnham	Development Services Director
	David Heath	Finance Director
	Louis Buckley	Fire Chief
	Mark Forsberg	Deputy District Attorney
	William Callahan	Undersheriff
	Tom Minton	Deputy Finance Director
	Steve Mihelic	Deputy Fire Chief
	Scott Bureau	Chief Deputy of Operations
	Jerry Mathers	Chief Deputy Sheriff
	Ray Saylo	Lieutenant
	Stacy Giomi	Battalion Chief - Suppression
	Vince Pirozzi	Battalion Chief - E.M.S.
	Katherine McLaughlin	Recording Secretary

(B.B.O.S. 3/19/02 Tape 1-0001)
Consultant: Anne Keast, Ph.D.

NOTE: Unless otherwise indicated, each item was introduced by staff's reading/outlining/clarifying the Board Action Request and/or supporting documentation. Staff members present for each Department are listed under that Department's heading. Any other individuals who spoke are listed immediately following the item heading. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE - Mayor Masayko convened the meeting at 6 p.m. Roll call was taken. The entire Board was present, constituting a quorum. Mayor Masayko led the Pledge of Allegiance.

PUBLIC HEARINGS, DISCUSSION AND POSSIBLE ACTION CONCERNING THE FISCAL YEAR 2002-03 BUDGET (1-0014) - Mr. Heath briefly noted his summary sheet of the changes which staff had made to the base budget as the result of the Board's direction at yesterday's meeting. (A copy of his summary is in the file.) Staff also recommended that the retired employees' insurance premium be paid from the group medical insurance fund. The employee insurance premium had been adjusted to nine percent. The Board directed revision to the sales tax forecast makes the budget \$100,000 in the red. Mr. Berkich explained

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that the nine percent increase in employee health insurance premiums raised the overall personnel costs to 6.2 percent. Mayor Masayko felt that this change was a good start on the effort to maintain personnel costs at five percent. The Board had not expected the costs to be held at five percent the first year. He congratulated staff on its efforts. Mr. Berkich pointed out that lower insurance costs could reduce the overall cost even more. The actual premium may be known by next Thursday.

Mr. Heath referenced the CIP sheet and explained the Internal Finance Committee's policy on annual replacement of patrol cars at an established amount. This year the Committee had established a similar policy for the Fire equipment. It had provided \$200,000 for this purpose. This request will be presented at Thursday's meeting. Mayor Masayko pointed out that the Fire equipment is normally funded by the General Fund and that the ambulance is funded as an enterprise fund. Mr. Heath pointed out the addition to the ad valorem rate created by the Aurora Pines youth facility.

A. WORKSHOP ON THE PUBLIC SAFETY MASTER PLAN (1-0101) - Mr. Berkich explained the reasons a workshop was being held on the plan, the process under which the workshop would be conducted, and introduced Dr. Anne Keast. Mayor Masayko welcomed Dr. Keast. Dr. Keast highlighted the purpose of the session and the easels. The Board and staff discussed each of the goals and assigned a priority level to them. Goals deemed acceptable were: Retain policy control of codes and standards; create public safety grant resource; provide property/evidence system at the Sheriff's Office which Mayor Masayko felt should be included in fiscal year 2004's budget; (1-0549) create an Information Services position dedicated to Public Safety; increase risk management policies in Fire and Emergency Medical Services; increase equipment and manpower for fire suppression; increase personnel services to public safety for the Sheriff's Office is acceptable if modified and with the recruitment personnel issue being discussed again in the future with potential funding from one shot sources; coordinate sprinkler requirements in Building and Fire Codes; adopt consistent codes in Fire and Community Development within limitations; address fire control issues in open space areas; provide Spanish language capability at the Dispatch Center; increase the dispatcher staffing with the understanding that the personnel and funding issues are to be considered in the future; minimize dispatching of fire engines on medical calls; provide emergency medical dispatcher service on 24x7; facilitate dispatcher reference to SOP's; mitigate the impacts on public safety caused by the freeway during and after construction; increase traffic enforcement activity; address fire control issues in open space areas; develop a contract with the State for services with modifications including legislative action; modify ambulance billing and budgeting procedures to assure consistency with Medicare which will require one shot funding; and develop a contract with Washoe Tribe for services.

Goals deemed needing modifications were: Build Sheriff's Office Administrative Center and reorganize the Sheriff's Office. The reorganization may not happen until a new Administrative Center is constructed.

Goals to be considered in the future were: (1-0162) Define Fire and EMS source level; Fire and Emergency Medical Service station in the northwest portion of the City; and increase dispatcher staffing.

Goals that are never to be considered are: Reduce fire losses in rural designated areas; Fire and Emergency Medical Services station in the east portion of the City; add Squad 1 to dispatch run cards; adopt codes requiring sprinkler systems; prohibit the use of combustible roof coverings beyond the wildland area; and improve Sheriff's Office Records Division operation.

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(1-0653) (1-0855) Considerable discussion occurred regarding the recruitment difficulties encountered by the Sheriff's Department for deputies and dispatchers. Mayor Masayko requested statistics showing the amount of time spent in "Code Red" at the Dispatch center. Comments indicated that dispatch may not be regionalized until some of the "turf" problems are addressed. Lt. Saylo agreed to provide the Board with a 40-hour work week schedule for the dispatchers. (1-1525) The dispatch policy/rule mandating that the original warrant is available is to be reconsidered.

Discussion also indicated that the goal to minimize dispatching fire engines on medical calls had been analyzed by a team and reduced as much as possible. The goal to increase EMS resources had been modified and implemented. The goal to improve EMS service to prisons with fiscal support has already been done. The State Department of Corrections reimburses the City for costs incurred performing this duty. There is a need to expand this agreement to cover other State buildings. This may require legislative action.

Mayor Masayko thanked Dr. Keast for facilitating the discussion.

BREAK: A recess was declared at 7:50 p.m. The entire Board was present when Mayor Masayko reconvened the meeting at 8 p.m., constituting a quorum.

B. FIRE DEPARTMENT; AMBULANCE FUND; AND EMERGENCY MANAGEMENT (1-2125) - Chief Louis Buckley, Suppression Battalion Chief Stacy Giomi, Deputy Fire Chief Steve Mihelic, and EMS Battalion Chief Vince Pirozzi - Staff reviewed and discussed the budget documents including the supplemental requests with the Board. Discussion explained the contractual requirement that when the Fire Department employs more than 50 firefighters, three individuals will be allowed time off at the same time. This requirement doubles the cost and requires overtime. Mayor Masayko requested the record show that in the last three years the Board had authorized six additional firefighters. One of these positions had been converted to overtime rather than hire the individual who would have been the 51st position. The Fire Department's CQI funds had been used for a server and software. Chief Buckley agreed to use any funds that are available at the end of the year for this purpose. Discussion corrected the "spread sheet" to show that the gear bags should be listed at \$1,500 and (1-2650) supported hiring a grant writer. Clarification indicated the hot shields are \$80 each and total \$6,150. Deputy Fire Chief Mihelic felt that the \$2,500 for smoke detectors could be funded by another source and withdrew the supplemental request. Mayor Masayko asked that he be informed if this effort is unsuccessful. Justification for the \$100 per lot fee for the wildland fuel management program was based on the desire to have participants and the need to match the Federal grant. The Department felt that a higher fee may be a disincentive to participants. Supervisor Williamson thanked Dan Nevins for his work on the City's website. Mr. Heath explained that the turbo charged diesel ambulance, the software necessary to comply with the "HIPAA" requirements, and the defibrillators had been included within the Ambulance Enterprise Fund budget. Chief Buckley indicated the paramedic staff supplemental was included in the firefighter staffing discussion. The third ambulance will not need to be replaced until 2005. The two new ambulances will increase the ambulance fleet to six.

Supervisor Livermore placed the following items on the wish list: \$180,000 for additional staffing for the Fire Department and the thermal imaging camera. Mayor Masayko placed the following items on the one-shot wish list: personnel gear/equipment bags; respiratory shields/hot shields; a grant writer; \$25,000 for fuels management officer; and \$9,000 for overtime to staff an engine at the fuels management burn sites.

C. SHERIFF'S DEPARTMENT (1-3275) - Sheriff Rod Banister, Chief Deputy Sheriff Scott Burau; Chief Deputy Sheriff Jerry Mather, Undersheriff William Callahan - Mayor Masayko indicated that the personnel request for dispatch had already been added to the wish list. Sheriff Banister elaborated on the dispatcher issue and the need for more trained dispatchers to handle the ambulance and fire calls. Mayor Masayko directed that the General Fund support for the dispatchers by the Ambulance be re-evaluated. He also explained that the deputy for traffic enforcement was part of the master plan and had already been placed on the wish list. He asked that the number of dispatchers required be analyzed to determine if a smaller number would be beneficial. (2-0002) A lengthy discussion ensued on the jail, its staffing level, the need for a secured room in the new facility when it is built, and the alternative sentencing programs which have not been implemented. Supervisor Livermore directed Mr. Berkich to pursue the alternative sentencing programs. Discussion explored recruitment options and explained the current process. The College and Reserve programs have been used to "grow and train the Department's own patrol officers". The administrative sergeant's position was pulled due to the need to modify it. Sheriff Banister prioritized his supplementals as: two dispatchers, a jail and a patrol officer, the patrol secretary, the jail sergeant, and three dispatchers for the Fire Department. Discussion explained the need for a radio technician, his duties, and the delay in getting new patrol cars on the street and getting radios repaired. The City is currently contracting this service. Time constraints for service responses are to be added to the contract. Mayor Masayko suggested that backup radios be considered and that the contingency fund be used to acquire them. Board comments felt the cost for new patrol cars should include funding for installation of the new electronic equipment and radios. Mr. Berkich agreed to provide a job description for the radio technician position. Supervisor Williamson suggested that research be conducted to determine if there are people who are interested in contracting for this position. Supervisor Plank also suggested that backup radios be obtained. Mayor Masayko explained for the record that last year the City's operating rate had been increased without increasing the ad valorem rate as a result of paying off a School bond. The Board will not have this ability this year. Any increase in services will have a cost impact on the residents. The Silver Springs Youth Facility had been funded by the other Counties in the same manner. Supervisor Livermore agreed that it will be difficult to increase the taxes but the community's public safety desires may dictate it in order to maintain the current service level.

Supervisor Plank placed the patrol secretary and two jail deputies on the on-going wish list.

Mr. Berkich described the March 25 and March 28 agendas. Comments also indicated that the Board will conduct its regular meeting on March 21.

There being no other matters for discussion, Supervisor Livermore moved to adjourn. Supervisor Williamson seconded the motion. Motion carried 5-0. Mayor Masayko adjourned the meeting at 9:50 p.m.

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The Minutes of the March 19, 2002, Carson City Board of Supervisors Budget Session

ARE SO APPROVED ON June 6, 2002.

/s/
Ray Masayko, Mayor

ATTEST:

/s/
Alan Glover, Clerk-Recorder