

MINUTES

Nevada State Fire Marshal Division

December 5, 2023

9:30 a.m.

Location:

Nevada State Fire Marshal Division

107 Jacobsen Way, Area 51, Carson City, NV 89711

Present:

Chief Mike Dzyak, State Fire Marshal Division
Lt. Joe Rodriguez, State Fire Marshal Division
Bureau Chief Albert Ruiz, State Fire Marshal Division
Connie Etchison, State Fire Marshal Division
Nicole Hoekstra, State Fire Marshal Division
Brandilyn Baxter, (SERC) State Fire Marshal Division
Jennafer Jenkins, State Fire Marshal Division
Becky Kling, State Fire Marshal Division
Jamie Ellison, State Fire Marshal Division
Dale Way, Truckee Meadows Fire Protection District
Brittany Lemon, Truckee Meadows Fire Protection District
Nathan Hastings, DAG, State of Nevada (via teams)
Jesselyn De Luna, DAG, State of Nevada (via teams)
Dan Musgrove, VP, S360 (via teams)

1. **CALL TO ORDER** (Non-Action Item). The meeting was called to order at 9:33 a.m. by Lt. Joe Rodriguez. Lt. Rodriguez stated that item #4 of the agenda was being pulled as an Impact Statement had not been prepared.
2. **PUBLIC COMMENT** (Non-Action Item). There were no public comments.
3. **Public input will be taken on potential changes for NAC 477.905 National Fire Incident Reporting System requirements, Sections 1-2 and Sections 5 and 7.** (For Discussion Only) Nicole Hoekstra stated that the intent of the potential changes as reflected (see exhibit "A" attached) was to clean up the verbiage. Chief Dzyak stated that he supported the potential changes.
4. **Public input will be taken on potential new code sections for NAC 477.300 Section 15. An act relating to fire-resistant material applicators; to provide for training, registration, and certification; to provide definitions; to provide for violations; to provide for fines; to provide for enforcement.** (For Discussion Only). Lt. Joe Rodriguez stated that this item was being pulled from the Agenda and Dan Musgrove stated that he will be looking forward to future discussion pertaining to this matter.

5. **Public input will be taken on potential new code sections for NAC 477.781. Maintenance of all airflows per air balance schedule.** (For Discussion Only). Albert Ruiz stated that the intent of the potential changes as reflected (see exhibit "A" attached). There was no public input.
6. **Public input will be taken on potential new code sections for NAC 477.351. Maintenance of Fire Life Safety Dampers.** (For Discussion Only). Albert Ruiz stated that the intent of the potential changes as reflected (see exhibit "A" attached). There was no public input.
7. **Public input will be taken on potential new code sections for NAC 477.352. Maintenance of Smoke Control Systems.** (For Discussion Only). Albert Ruiz stated that the intent of the potential changes as reflected (see exhibit "A" attached). There was no public input.
8. **PUBLIC COMMENT** (Non-Action Item). Chief Dzyak thanked Dan Mosgrove for his patience and has his commitment to discuss the fire-resistant material applicators in the future. Dan Mosgrove thanked Chief Dzyak. Nathan Hastings pointed out that Jesselyn V De Luna will be transitioning to be point of contact (as DAG) for the division in the future. Lt. Rodriguez thanked Nathan Hastings for his representation of our Division.
9. **ADJOURNMENT** (Discussion/For Possible Action). Lt. Joe Rodriguez adjourned the meeting at 9:44 a.m.

F, G, I, J - Alarm / Sprinkler Tag

(Added to NAC by St. Fire Marshal, eff. 3-9-89; A by R220-99, 9-25-2000; R062-04, 9-3-2004; R090-10, 12-30-2011; R132-18, 2-27-2020)

NAC 477.905 National Fire Incident Reporting System: Reporting requirements. (NRS 477.030) For the purposes of the National Fire Incident Reporting System to be put into effect throughout this State as required by NRS 477.030:

1. All local fire jurisdictions in this State ~~{shall}~~ *should* report *online* to the United States Fire Administration of the Federal Emergency Management Agency such data required to publish a summary of fire incident information that is compatible with the National Fire Incident Reporting System. ~~{Each local fire jurisdiction may designate one or more representative who complies with the reporting requirements of this section on behalf of the local fire jurisdiction.}~~

2. The State Fire Marshal will ~~{ensure that}~~ *help direct* the local fire jurisdictions reporting the data to the United States Fire Administration of the Federal Emergency Management Agency pursuant to subsection 1. Because the State of Nevada has been designated as an "all-incident reporting state," local fire jurisdictions shall report their statistics at least every quarter and not later than February 1 of the following year.

3. A local fire jurisdiction that is facing technical difficulties in providing information pursuant to this section will receive assistance from the State Program Manager for the National Fire Incident Reporting System within the State Fire Marshal Division.

4. A local fire jurisdiction may use computer-aided programs in reporting its information if the programs have been certified for such use by the United States Fire Administration. A local fire jurisdiction that uses:

(a) A third-party data integration system that has been certified by the United States Fire Administration shall ensure that the system connects to the Bulk Import Utility found on the Internet website of the National Fire Incident Reporting System or has the ability to upload data manually for the local fire jurisdiction.

(b) ~~{A data integration system that has been certified by the United States Fire Administration shall report at least every quarter and not later than February 1 of the following year to the United States Fire Administration pursuant to subsection 1.}~~

5. A local fire jurisdiction ~~{shall}~~ *should* notify the State Fire Marshal of any changes with regard to the creation, alteration of boundaries or dissolution of a fire department within the local fire jurisdiction to ensure continuity of data for the National Fire Incident Reporting System.

6. The State Program Manager for the National Fire Incident Reporting System within the State Fire Marshal Division will release at least every quarter all the data submitted to the United States Fire Administration for this State for the purposes of publishing the report described in subsection 7.

7. Based on the data released pursuant to subsection 6, the State Fire Marshal will publish the annual report of the State's fire statistics not later than April 15 of the following year and

provide a copy of the report, *posted on the State Fire Marshal website* ~~at no charge, to the:~~

- (a) Governor;
- (b) Director of the Department of Public Safety; and
- (c) All local fire jurisdictions in this State.

(Added to NAC by St. Fire Marshal by R220-99, eff. 9-25-2000; A by R132-18, 2-27-2020);

MISCELLANEOUS REQUIREMENTS

NAC 477.910 New buildings: Constructed by or for State; owned by State; exemptions. (NRS 477.030)

1. Every new building constructed by or for the State of Nevada must meet or exceed the minimum requirements of this chapter and the codes adopted by the State Fire Marshal.

2. Except as otherwise provided in subsection 3, a new building owned by the State must be equipped with an automatic fire suppression system if the building is:

- (a) More than 5,000 square feet in size;
- (b) Used for sleeping purposes; or
- (c) Otherwise required to be equipped with an automatic fire suppression system pursuant to the *International Fire Code*, 2018 edition.

➔ Rooms in such a new building which are to be used for sleeping purposes must be equipped with smoke detectors. The smoke detectors must receive their primary power from the building's wiring, with provision made for the detection of smoke during a power failure.

3. The provisions of subsection 2 do not apply to:

- (a) A noncombustible open parking garage as defined in the building and fire codes and standards adopted by reference in [NAC 477.281](#);
- (b) A detached noncombustible shade structure; or
- (c) Any structure upon which solar power panels are placed if the structure is erected over a parking lot.

(Added to NAC by St. Fire Marshal, eff. 8-24-90; A 2-17-94; R220-99, 9-25-2000; R062-04, 9-3-2004; R123-13, 1-16-2015; R132-18, 2-27-2020)

NAC 477.912 State-owned and state-occupied buildings: Classification; inspection schedule; inspection reports. (NRS 477.030)

1. For the purposes of [NRS 477.035](#), the State Fire Marshal will:

(a) Classify a state-owned or state-occupied building as a Class I building if the building meets one or more of the following criteria:

(1) The building is used for sleeping purposes. Such buildings include, without limitation, a prison, conservation camp, residence for a park ranger, dormitories for students of a college or university, and the Governor's Mansion.

(2) The building is critical to the continuous operation of the State. Such buildings include, without limitation, the Capitol Building in Carson City, the Legislative Building in Carson City, the Supreme Court Building in Carson City, the Grant Sawyer Building in Las Vegas, and the group of buildings in Las Vegas and Carson City which provide central locations for the state agencies that are responsible for emergency operations.

(3) The building is of high value to the infrastructure of the State. Such buildings include, without limitation, the headquarters of the Department of Motor Vehicles, the headquarters of the Department of Transportation, and any building used by the Division of Enterprise Information Technology Services of the Department of Administration for processing data.

(4) The building is used for the storage, handling or processing of large quantities of hazardous materials. Such buildings include, without limitation, the University of Nevada School of Medicine, the buildings used by the Department of Transportation to produce signs, and any building which qualifies as occupancy classification of II as set forth in the building and fire codes and standards adopted by reference in [NAC 477.281](#).

NAC 477.351 Maintenance of Fire Life Safety Dampers

1. The owner or operator of any building equipped with a fire damper, smoke damper, or combination fire and smoke damper shall be responsible for Operational Testing and Acceptance Testing prior to occupancy and Periodic Testing thereafter in accordance with the standards set forth in the version of the International Fire Code published by the International Code Council that has been most recently adopted by the governing body.
2. Inspections and tests under this Section shall be performed by a qualified inspector. For the purposes of this section a "qualified inspector" means either of the following:
 - (a) State or Local fire department personnel authorized by the State Fire Marshall
 - (b) A person possessing an HVAC Fire and Smoke Damper Technician certification from the International Certification Board or through an equivalent certification program accredited under the ISO/IEC 17024 Personnel Certification standard.
3. Inspection and testing documentation shall be maintained for a minimum of three test cycles and made available for inspection, upon the request of the State Fire Marshal or governing body.
4. Any qualified inspector that performs an inspection of a fire damper, smoke damper, or combination fire and smoke damper shall:
 - (a). Perform the visual inspection in such a manner as to ensure access to the damper is unobstructed, the damper is able to close and there is no damper interference due to a rusted, bent, misaligned or damaged frame or blades or defective hinges or parts, the damper frame will not be penetrated by any foreign objects during operation that would affect functioning, the damper is not blocked from closure in any way, the fusible link, if applicable, is reinstalled after the completion of the inspection; and if applicable, the fusible link, is damaged or painted, it is replaced with a link of the same size, temperature and load rating.
 - (b) Perform a visual inspection regardless of remote testing capabilities or location.
 - (c) Report malfunctions or defects discovered during the inspection, if any, to the owner or operator of the building, the State Fire Marshal, and the governing body.
5. After inspecting any building equipped with a fire damper, smoke damper, or combination fire and smoke damper, a copy of a report describing any deficiencies found in the system or a notice that service was refused must be sent to the owner or operator of the building, the State Fire Marshal, and the authority having jurisdiction by the close of business the next business day.
6. Provide the owner or operator of the building with a certification of inspection that includes, without limitation:
 - (a) The location of the fire damper, smoke damper, or combination fire and smoke damper inspected;
 - (b) The date of the inspection;
 - (c) The results of the inspection; and
 - (d) The name and certification number of the qualified inspector;
 - (e) A description of any deficiencies that were not corrected during the servicing of the system.

NAC 477.352 Maintenance of Smoke Control Systems

1. The owner or operator of any building equipped with a smoke control system shall be responsible for Component System Testing and Acceptance Testing prior to occupancy and Periodic Testing and maintenance thereafter in accordance with the standards set forth in the version of the International Fire Code published by the International Code Council that has been most recently adopted by the governing body; and the current edition of NFPA 92 Standard for Smoke Control Systems published by the National Fire Protection Association.
2. Inspections and tests under this Section shall be performed by a qualified inspector. For the purposes of this section a "qualified inspector" means either of the following:
 - (a) State or Local fire department personnel authorized by the State Fire Marshall
 - (b) A technician possessing certification from the International Certification Board as an HVAC Smoke Control Systems Technician or through an equivalent certification program accredited under the ISO/IEC 17024 Personnel Certification standard.
3. Inspection and testing documentation shall be maintained for a minimum of three test cycles and made available for inspection, upon the request of the State Fire Marshal or governing body.
4. After inspecting any building equipped with a smoke control system, a copy of a report describing any deficiencies found in the system or a notice that service was refused must be sent to the owner or operator of the building, the State Fire Marshal, and the authority having jurisdiction by the close of business the next business day.
5. Any qualified inspector that performs an inspection on a smoke control system shall report malfunctions or defects discovered during the inspection, if any, to the owner or operator of the building, the State Fire Marshal and the governing body and provide the owner or operator of the building of the smoke control system with a certification of inspection that includes, without limitation:
 - (a) The location of the smoke control system inspected;
 - (b) The date of the inspection;
 - (c) The results of the inspection; and
 - (d) The name and certification number of the qualified inspector;
 - (e) A description of any deficiencies that were not corrected during the servicing of the system.

TYPE 1 EXHAUST SYSTEMS

NAC 477.770 Licensing requirements for servicing and cleaning. ([NRS 477.030](#))

1. A license must be obtained from the State Fire Marshal to service and clean Type 1 exhaust system grease ducts. A Type 1 exhaust system grease duct has the meaning ascribed to it in the *National Fire Codes*.

2. To obtain a license to service and clean a Type 1 exhaust system grease duct, an applicant must:

(a) Submit an application;

(b) Provide a sample stick-on label to be approved by the State Fire Marshal Division pursuant to [NAC 477.790](#); and

(c) Pay the applicable fee.

3. To obtain a certificate of registration to service and clean a Type 1 exhaust system grease duct an applicant must:

(a) Pass an examination administered by the State Fire Marshal, with a score of at least 75 percent;

(b) Submit an application;

(c) Pay the applicable fee;

(d) Submit a letter from the company which employs the applicant stating that the applicant works for the company and has knowledge of cleaning a hood and duct system; and

(e) Establish that the applicant has read and understands N.F.P.A. Standard 96, 2017 edition, section 11.4, and the applicable provisions of this chapter, and is properly equipped to service and clean Type 1 exhaust system grease ducts.

4. A licensed firm that has obtained a license from the State Fire Marshal to service and clean Type 1 exhaust system grease ducts must also be licensed to do business in the city or county in which it is providing this service.

5. Employees of the licensed firm who are not certified may be allowed to assist in the servicing and cleaning of Type 1 exhaust systems if a person certified by the State Fire Marshal is on the premises and directly supervises such work at all times and the certificate of inspection and maintenance is filled out by that certified person who will accept responsibility for the work.

(Added to NAC by St. Fire Marshal, eff. 3-9-89; A by R220-99, 9-25-2000; R062-04, 9-3-2004; R090-10, 12-30-2011; R123-13, 1-16-2015; R132-18, 2-27-2020)

NAC 477.780 Cleaning contracts and reports; reports of deficiencies; cleaning requirements; duties if contract expires or is not extended. ([NRS 477.030](#))

1. A copy of the cleaning contract and cleaning reports for a Type 1 exhaust system must be maintained at the site where the exhaust system is located and made available to the authority having jurisdiction upon request.

2. After inspecting or cleaning a Type 1 exhaust system, a copy of a report describing any deficiencies found in the system or a notice that service was refused or was extended beyond the limitations of the contract must be sent to the authority having jurisdiction by the close of business the next business day. A report describing any deficiencies must specify all deficiencies that were not corrected during the servicing of the system, including, but not limited to:

- (a) Excessive grease;
- (b) Inaccessible areas;
- (c) Access panels which do not comply with code specifications;
- (d) Fans that are not commercial or cleanable; and
- (e) Missing filters.

Ê The report must be signed by a person representing the owner of the system.

3. When grease or other residues are present within the hood, ducts or devices for the removal of grease, the system must be cleaned in accordance with N.F.P.A. Standard 96, 2017 edition, section 11.4.

4. If a cleaning contract expires or if a company chooses not to extend a cleaning contract, the licensee must provide written notice to the authority having jurisdiction not later than the close of business the next business day after the contract expires or is not extended.

(Added to NAC by St. Fire Marshal, eff. 3-9-89; A by R220-99, 9-25-2000; R062-04, 9-3-2004; R090-10, 12-30-2011; R123-13, 1-16-2015; R132-18, 2-27-2020)

NAC 477.781 Maintenance of all airflows per air balance schedule

1. The owner or operator of any building with a Type 1 exhaust system shall ensure that the associated ventilation system, including any make-up air or Type 2 Hoods, is inspected following installation and periodically thereafter to ensure all airflows are maintained

2. The ventilation systems associated with Type 1 exhaust systems shall operate in accordance with the standards set forth in the version of the International Fire Code published by the International Code Council and the version of the Uniform Mechanical Code published by the International Association of Plumbing and Mechanical Officials that has been most recently adopted by the governing body.

3. The required rate of air movement, as determined by the most recently approved design documents, of the associated ventilation system shall be physically verified at least every 5 years or after every cleaning of hoods, grease removal device, fans, and other appurtenances.

4. Inspections and tests under this Section shall only be performed by a qualified inspector. For the purposes of this section a "qualified inspector" means any of the following:

(a) A person certified as a Smoke Control System Technician through a certification body accredited under the ISO/IEC 17024 Personnel Certification standard.; or

(b) A person certified to perform testing, adjusting, and balancing of Heating, Ventilation, and Air Conditioning Systems through a certification body accredited under the ISO/IEC 17024 Personnel Certification standard; or

(c) A person certified to perform ventilation verification assessments of heating, ventilation and air conditioning systems through a certification body accredited under the ISO/IEC 17024 Personnel Certification standard.

5. Any qualified inspector that performs an inspection on a Type 1 exhaust system shall report required rate of air movement, tested rate of air movement, and any corrections made to the owner or operator of the building, the State Fire Marshal, and the governing body. Any deficiencies found in the system or a notice that service was refused must be sent to the State Fire Marshal and authority having jurisdiction by the close of business the next business day.

6. The inspection and testing documentation shall be maintained for no less than 10 years or 5 inspections, whichever is lesser, and made available for inspection, upon the request of the State Fire Marshal or governing body and shall include:

- (a) The location and identification of the Type 1 exhaust system and associated ventilation system components inspected by the qualified inspector;*
- (b) The date of the inspection;*
- (c) The design airflow values, initial test, and final test results of the inspection; and*
- (d) The name and certification number of the qualified inspector;*
- (e) A description of any deficiencies that were not corrected during the servicing of the system.*

NAC 477.790 Attachment and contents of stick-on label regarding servicing; notice and label of impairment; notice and label of deficiency; correction of deficiency. ([NRS 477.030](#))

1. A stick-on label approved by the State Fire Marshal Division must be attached to the hood of a Type 1 exhaust system.

2. The stick-on label must be attached to the system by the last person to work on the system for any purpose. The stick-on label must be punched in an approved manner to indicate the type of service performed on the system and the date. The stick-on label must be signed with a legible signature by the holder of a certificate of registration who directly supervises the work, and such information must remain permanently on the stick-on label. A number stamp or date stamp must not be used on the stick-on label.

3. The stick-on label must be printed by a printing company and include the following information:

- (a) A schedule of required service for the system;
- (b) The date when the system was last serviced;
- (c) The date when the next service is scheduled;
- (d) The name and certificate number of the person who last serviced the system;
- (e) The name, address and telephone number of the company; and
- (f) The number of the license issued by the State Fire Marshal.

4. The stick-on label must be in the following form:

Hood & Duct Sticker

TAG MUST BE PUNCHED NOT MARKED

DATE OF LAST SERVICE

<input type="checkbox"/> JAN	<input type="checkbox"/> APR	<input type="checkbox"/> JUL	<input type="checkbox"/> OCT	<input type="checkbox"/> 2010	<input type="checkbox"/> 2013	<input type="checkbox"/> 2016	<input type="checkbox"/> 2019
<input type="checkbox"/> FEB	<input type="checkbox"/> MAY	<input type="checkbox"/> AUG	<input type="checkbox"/> NOV	<input type="checkbox"/> 2011	<input type="checkbox"/> 2014	<input type="checkbox"/> 2017	<input type="checkbox"/> 2020
<input type="checkbox"/> MAR	<input type="checkbox"/> JUN	<input type="checkbox"/> SEP	<input type="checkbox"/> DEC	<input type="checkbox"/> 2012	<input type="checkbox"/> 2015	<input type="checkbox"/> 2018	<input type="checkbox"/> 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	31
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	

Company Name _____
 Address _____
 City, State ZIP _____
 (Area Code) + Number _____

Next Scheduled Service

☐ 30 Days ☐ 120 Days
☐ 60 Days ☐ 180 Days
☐ 90 Days Other _____

H - License Number Here _____

Served By: _____ CofR #: _____

6 1/2"

Scale size is an example and is not mandated

5. If the system remains impaired and the licensed firm does not have the authority to correct the impairment, the word "impairment" must be written across the stick-on label in black letters that are bold. The licensed firm shall notify the property owner and the authority having jurisdiction of the impairment in writing not later than the next business day after completing the work. The stick-on label with the word "impairment" must be in the following form:

Hood & Duct Sticker

TAG MUST BE PUNCHED NOT MARKED

DATE OF LAST SERVICE

<input type="checkbox"/> JAN	<input type="checkbox"/> APR	<input type="checkbox"/> JUL	<input type="checkbox"/> OCT	<input type="checkbox"/> 2010	<input type="checkbox"/> 2013	<input type="checkbox"/> 2016	<input type="checkbox"/> 2019
<input type="checkbox"/> FEB	<input type="checkbox"/> MAY	<input type="checkbox"/> AUG	<input type="checkbox"/> NOV	<input type="checkbox"/> 2011	<input type="checkbox"/> 2014	<input type="checkbox"/> 2017	<input type="checkbox"/> 2020
<input type="checkbox"/> MAR	<input type="checkbox"/> JUN	<input type="checkbox"/> SEP	<input type="checkbox"/> DEC	<input type="checkbox"/> 2012	<input type="checkbox"/> 2015	<input type="checkbox"/> 2018	<input type="checkbox"/> 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	31
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	

Company Name _____
 Address _____
 City, State ZIP _____
 (Area Code) + Number _____

Next Scheduled Service

☐ 30 Days ☐ 120 Days
☐ 60 Days ☐ 180 Days
☐ 90 Days Other _____

H - License Number Here _____

Served By: _____ CofR #: _____

5 1/2"

6. If a deficiency is discovered in the system, the licensed firm shall notify the property owner of the deficiency in writing. The word "deficiency" must be written across the stick-on label in black letters that are bold. Upon receiving a notice of deficiency, the property owner shall correct the deficiency within 30 calendar days of such receipt. If the property owner fails to correct the deficiency within 30 calendar days after receiving the notice of deficiency, the licensed firm shall

submit the notice of deficiency to a fire code official within 2 business days after the 30 calendar days expire. The stick-on label with the word "deficiency" must be in the following form:

Hood & Duct Sticker

TAG MUST BE PLACED NOT MARKED

DATE OF LAST SERVICE

<input type="checkbox"/> JAN	<input type="checkbox"/> APR	<input type="checkbox"/> JUL	<input type="checkbox"/> OCT	<input type="checkbox"/> 2010	<input type="checkbox"/> 2013	<input type="checkbox"/> 2016	<input type="checkbox"/> 2019
<input type="checkbox"/> FEB	<input type="checkbox"/> MAY	<input type="checkbox"/> AUG	<input type="checkbox"/> NOV	<input type="checkbox"/> 2011	<input type="checkbox"/> 2014	<input type="checkbox"/> 2017	<input type="checkbox"/> 2020
<input type="checkbox"/> MAR	<input type="checkbox"/> JUN	<input type="checkbox"/> SEP	<input type="checkbox"/> DEC	<input type="checkbox"/> 2012	<input type="checkbox"/> 2015	<input type="checkbox"/> 2018	<input type="checkbox"/> 2021

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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Company Name _____

Address _____

City, State, ZIP _____

(Area Code) + Number _____

☐ 30 Days ☐ 60 Days ☐ 90 Days ☐ 120 Days ☐ 150 Days ☐ 180 Days

☐ 90 Days ☐ Other _____

H - License Number Here _____

Served By: _____ **CofR #:** _____

5"

(Added to NAC by St. Fire Marshal, eff. 3-9-89; A by R090-10, 12-30-2011; R132-18, 2-27-2020)