

**BOARD OF FIRE COMMISSIONERS  
TRUCKEE MEADOWS FIRE PROTECTION DISTRICT**

TUESDAY

10:00 A.M.

JANUARY 7, 2025

PRESENT:

**Alexis Hill, Chair**  
**Michael Clark, Commissioner**  
**Mariluz Garcia, Commissioner**  
**Clara Andriola, Commissioner**

**Catherine Smith, Chief Deputy County Clerk**  
**Charles Moore, Fire Chief**  
**Michael Large, Deputy District Attorney**

ABSENT:

**Jeanne Herman, Vice Chair**

The Board convened at 10:00 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada. Following the Pledge of Allegiance to the flag of our Country, Chief Deputy County Clerk Cathy Smith called roll and the Board conducted the following business:

**25-003F      AGENDA ITEM 3 Public Comment.**

There was no response to the call for public comment.

**25-004F      AGENDA ITEM 4 Announcements/Reports.**

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore announced Christmas tree collections had ended. He indicated that if people still needed to drop off a Christmas tree, they could do so at the Lemmon Valley, East Lake, and Spanish Springs stations. He noted the TMFPD would start the process of mulching the trees to recycle.

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Chair Hill stated that Consent Agenda Items 5C, 5D, and 5E were pulled to be heard on the regular agenda.

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**CONSENT ITEMS – 5A THROUGH 5F EXCLUDING 5C, 5D, AND 5E HEARD SEPARATELY**

- 25-005F** **5A** Recommendation to approve the meeting minutes from December 10, 2024, Board of Fire Commissioners Meeting.
- 25-006F** **5B** Recommendation to approve a Notice of Cancellation for the regularly scheduled Board of Fire Commissioners meeting on March 4, 2025, at 10 a.m. (All Commission Districts)
- 25-007F** **5F** Recommendation to approve a professional service agreement with Savini Group, PLLC in the amount of \$138,900 to provide project management for Truckee Meadows Fire Protection District Fire Station #37 Apparatus Bay Addition Project, located at 3255 W Hidden Valley Drive. (Commission District 4)

There was no response to the call for public comment on the Consent Agenda Items listed above.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Consent Agenda Items 5A, 5B, and 5F be approved.

**BLOCK VOTE – 5C THROUGH 5E**

- 25-008F** **5C** Recommendation to approve a revised benefits package effective July 1, 2024, for unclassified, non-represented confidential and administrative employees as outlined in Attachment One. (All Commission Districts)

There was no response to the call for public comment.

On motion by Commissioner Garcia, seconded by Commissioner Andriola, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 5C be approved.

- 25-009F** **5D** Recommendation to approve Amendment NO. 1 to an Employment Agreement between Truckee Meadows Fire Protection District and Chris Ketring, Deputy Chief, to extend the current contract term from August 15, 2025, to March 31, 2028, and to reflect clarification on pay during emergency incidents, to create a dollar cap on longevity pay, and to update PERS contribution rates and retiree health benefits. (All Commission Districts)

There was no response to the call for public comment.

On motion by Commissioner Garcia, seconded by Commissioner Andriola, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 5D be approved.

**25-010F**      **5E** Recommendation to approve Amendment NO. 3 to an Employment Agreement between Truckee Meadows Fire Protection District and Loren D. Way, Deputy Chief, to extend the current contract term from August 15, 2025, to March 31, 2030, and to reflect clarification on pay during emergency incidents, to create a dollar cap on longevity pay, and to update PERS contribution rates and retiree health benefits. (All Commission Districts)

There was no response to the call for public comment.

On motion by Commissioner Garcia, seconded by Commissioner Andriola, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 5E be approved.

### **DONATIONS**

**25-011F**      **AGENDA ITEM 6** Recommendation to accept and express thoughtful appreciation for a \$1,000 monetary donation from Audrey C Heck in support of Truckee Meadows Fire Protection District. (All Commission Districts)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore mentioned Ms. Audrey Heck did not want fanfare for her donation. He was grateful that Ms. Heck donated money to the TMFPD for efforts during the Davis Creek Fire.

Chair Hill thanked Chief Moore for the background information.

There was no response to the call for public comment.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 6 be accepted and appreciation expressed.

**25-012F**      **AGENDA ITEM 7** International Association of Fire Fighters Local 2487 Report.

International Association of Fire Fighters (IAFF) Local 2487 Trustee and Truckee Meadows Fire Protection District (TMFPD) Captain Joshua Kutz attended in lieu of Local 2487 Truckee Meadows Firefighters Association President James Clouser. He reported that Mr. Clouser was attending an affiliate leadership training summit in New Orleans, Louisiana, which the IAFF organized. Captain Kutz hoped Mr. Clouser would

bring back good information for the association and continue enhancing the relationship with the District. Captain Kutz was honored to recognize and celebrate the career and leadership of the TMFPD Chief Charles Moore. He believed Chief Moore's time with the TMFPD had been nothing short of transformative. He indicated that Chief Moore joined the TMFPD in 2012 and was faced with the monumental task of reestablishing the TMFPD as an independent fire service. He noted that within three months, Chief Moore had assembled a workforce of sixty emergency responders, procured necessary equipment, and built the foundation of operations that served the community well. He felt that those achievements set the tone for Chief Moore's tenure, which was marked by leadership, vision, and dedication. He communicated that over the years, Chief Moore's achievements shaped the TMFPD into what it was and elevated emergency medical services (EMS) by integrating paramedics into every engine. He said the integration of EMS ensured the community received advanced life support (ALS) when seconds mattered most. He believed Chief Moore strengthened the TMFPD's ability to respond by fostering partnerships, such as the Regional Emergency Medical Services Authority (REMSA), to enhance patient transport capabilities. He felt that Chief Moore was proactive in addressing wildfire risks by creating the Wildland Fuels Reduction Division, which helped protect countless lives and homes. He communicated that Chief Moore implemented an in-house Fleet Maintenance Program, which ensured that the apparatus was ready and reliable.

Captain Kutz indicated Chief Moore fostered strong relationships across the region. He said Chief Moore's leadership in finalizing automatic aid agreements had improved response times and enhanced cooperation with neighboring agencies, leaving a legacy of collaboration. He noted that Chief Moore's vision, mission, and values had become a cornerstone of the TMFPD and were woven into the fabric of who the TMFPD was. He shared that a piece of advice from Chief Moore was to celebrate the wins, which Captain Kutz felt was a simple yet powerful reminder to pause and acknowledge the hard work and successes that defined a person. He told Chief Moore that it was time to celebrate his wins. On behalf of the IAFF Local 2487, Captain Kutz thanked Chief Moore for his unwavering dedication to the TMFPD and the community. He believed Chief Moore's leadership was impactful and wished him the best in retirement.

**25-013F      AGENDA ITEM 8 Fire Chief Report**

A. Informational briefing on operational matters and activities for the month of December 2024 and January 2025 to include the following items:

1. Capital Projects Update
2. Spanish Language Outreach
3. Wildland Season Overview
4. Chief's Comments

B. Monthly Response Statistics for December 2024

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore reported the old apparatus bay should be knocked down soon. He noted the construction of the Hidden Valley Station was underway. He indicated there would be agenda items pertaining to Station 35 during the meeting. He said Station 35 should take approximately a year to develop. He mentioned a good conversation with the Porter Group Inc., who had ideas on how to assist in finding money for the Washoe Valley Station. He mentioned the TMFPD was still fully engaged in the Washoe Valley Station and would meet with an architect the following Friday. He commented that little architectural work was needed since the Washoe Valley Station would mirror the Apple Station.

Chief Moore was fortunate to have members of the TMFPD staff who were fluent in Spanish for the Spanish language outreach. He said the TMFPD was making social media posts regarding holiday fire safety. He noted that the Washoe County School District (WCSD) Board of Trustees, Adam Mayberry, had done a great job distributing the information. He believed the partnerships with other agencies had saved the day during the recent fire season. He mentioned that the TMFPD had talented staff in all departments and felt they should be praised for their great work that summer. He could not underestimate the number of homes at risk during the summer fire season. He believed the Gold Ranch Fire and Davis Creek Fire could have been worse. He felt it was hard work, and the dozer and containment lines were strengthened. He commented that the TMFPD mobilized an army of firefighters while firefighters from Southern Nevada staffed the stations in Washoe County for about a week. He was amazed at the job done during the fire season in all jurisdictions. He felt that there were men and women ready to serve at any moment.

Chief Moore referred to the previous Board of Fire Commissioners (BOFC) Chairman, Robert Larkin, who asked Chief Moore if he could succeed when hired. Chief Moore felt the issue regarding the TMFPD was contentious in 2012. He said it was not a fire divorce or deconsolidation but a contract negation. He believed it was a courageous decision the BOFC made 12 years ago. Chief Moore and the BOFC knew failure was not an option. He was amazed by what had been accomplished over the last 12 years. He noted there was advanced life support (ALS) at every station. He appreciated the Regional Emergency Medical Services Authority (REMSA) partnership. He indicated that, historically, the relationship between fire departments and REMSA was contentious but now the relationship was stellar. He mentioned that ALS was 85 percent of what the TMFPD did. He communicated that people from all sectors of society were still alive because of the good work of the paramedics.

Chief Moore believed the Wildland Fuels Reduction Division would not have been possible if the TMFPD had not changed course. He mentioned that the work on fuel reduction was amazing and helped during fires. He noted that fuel reduction heightened citizens' awareness of doing their part because the responsibility was a joint effort between them and the TMFPD. He felt the partnerships with federal agencies were excellent. He thought he had focused on partnership relations and camaraderie over the last 12 years. He believed it had been a success and that a lot of work would get done in the future. He mentioned the Fleet Maintenance Division were some of the best people he had ever met. He commented that a lot of work was done and planned to be done at the TMFPD

facilities. He reported there may be the potential for stations in Silver Knolls and Palomino Valley. He hoped the TMFPD would outdo what had been done over the past 12 years. He was grateful for the courage and support from the BOFC. He was thrilled to have talented staff and hoped the citizens enjoyed the service the TMFPD provided. He announced one of the nicest compliments he received was from a citizen who said Chief Moore ran a first-class operation. He was honored to serve and hoped the TMFPD would continue to do great work.

Commissioner Andriola believed that good leadership meant leaving things better than when the leader arrived. She felt Chief Moore and the staff accomplished that. She believed it was a huge honor that should be celebrated. She remembered that in 2012, the community needed to have an altruistic approach to running an organization. She said leadership was about the collective whole. She thanked Chief Moore for his leadership. She expressed gratitude towards Chief Moore's wife for her support. She believed it was a sacrifice to be a family member of a public safety employee and that it should be commended. She expressed gratitude towards Chief Moore for the way he ran the TMFPD. She hoped Chief Moore would keep in touch with the BOFC. She felt that wisdom was hard to replicate, but Chief Moore had made it clear he wanted to see the TMFPD do good things in the future. She reported that was an indication of his professional leadership.

Chief Moore recalled his first date with his wife. When the date ended, he was called to a structure fire. He indicated his wife came with him to the structure fire. He felt that not a lot of couples could share that experience.

Chair Hill expressed that a family in public service was admirable.

Commissioner Clark thanked Chief Moore for his service. He indicated it was a pleasure to work with Chief Moore and said he did a great job. He hoped Chief Moore enjoyed a good retirement.

Chair Hill was honored to work with Chief Moore and expressed gratitude towards the BOFC that established the TMFPD. She thought it was incredible that the BOFC was able to inherit the TMFPD. She appreciated that Chief Moore was still working on progress even in his last days as Chief. She felt the topic of regionalization was popular because of Chief Moore's work. She speculated that if someone were to talk to former Commissioner Kitty Jung, Ms. Jung would indicate that everyone told the BOFC they would fail. Chair Hill believed that was not the case. She said people wanted to be a part of the TMFPD team. She opined that showed the incredible work Chief Moore and his staff had done for the community. She knew it was not easy, but Chief Moore's leadership made the BOFC an easy board to work on. She commented that the BOFC would try their best to keep the TMFPD in a good position, if not better. She appreciated Chief Moore's commitment to the community.

Chief Moore thanked Chair Hill. He indicated it had been the hardest job he had but the most rewarding. He noted a third of his career was with the TMFPD and he enjoyed every minute of it.

Chief Moore believed Agenda Item 8B was left out inadvertently. He reported the TMFPD would get that information to the BOFC.

Chair Hill asked if Chief Moore would send the information via email to get it posted.

**25-014F**      **AGENDA ITEM 9** Recommendation to approve a Phase 3 Memorandum of Understanding between Truckee Meadows Fire Protection District, Washoe County, and Apple Inc., which defines the agreement between the Parties for funding the construction, construction management, commissioning, special inspections, and cost apportionment for TMFPD Fire Station #35, and authorizes staff to negotiate final details of the cost apportionment, subject to a final review and approval of the Chair. (Commission District 4)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore indicated Agenda Item 9 was the final step needed to start construction on the Apple Station. He reported representatives from Plenum Builders Inc. were available if needed. He noted the TMFPD would meet with Apple Inc. later that afternoon. He mentioned a few small changes were needed, but nothing substantial. He thought everything regarding the Memorandum of Understanding (MOU) was good, but a few minor financial adjustments were needed. He disclosed the project had cost about \$1,600,000 so far. Apple Inc. would fund some of the costs for the additional program, including the bay and bedrooms. He concluded they were very close to construction.

Chair Hill asked Chief Moore if Agenda Item 9 was clarifying details and if the cost was what was anticipated.

Chief Moore confirmed the cost was close to what was anticipated.

Chair Hill thanked Chief Moore for his work on the project. She was thankful he worked over the holidays to get the information to the Board of Fire Commissioners (BOFC) before retirement.

There was no response to the call for public comment.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 9 be approved.

**25-015F**      **AGENDA ITEM 10** Recommendation to approve an Owner-Construction Manager at Risk Construction Agreement between Truckee Meadows Fire Protection District and Plenum Builders, Inc. to provide Construction Manager At Risk construction services for the Construction of Truckee Meadows Fire Protection District Fire Station #35 for a total project cost of

sixteen million, three hundred twenty-eight thousand, one hundred and nine dollars (\$16,328,109). (Commission District 4)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore indicated the representatives from Plenium Builders Inc. were available if needed.

Chair Hill noted that Agenda Item 10 had been in progress for quite some time.

There was no response to the call for public comment.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 10 be approved.

**25-016F**      **AGENDA ITEM 11** Recommendation to approve a professional service agreement with Construction Materials Engineers, Inc. in the amount of \$362,852.50 to provide construction management, certified IBC special inspections and material testing, and commissioning of certain building systems for the construction of Truckee Meadows Fire Protection District Fire Station #35 and authorize the Fire Chief to approve work as required in accordance with the agreement. (Commission District 4)

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore was informed by Apple Inc. that they would like to remove the commissioning portion. He said the change would save money. He indicated the commissioning portion was not critical. He noted that Agenda Item 11 was for a construction manager who would represent the TMFPD to ensure that the project was built according to plan. He noted that the construction manager would communicate with Apple Inc. as the project progressed.

Chair Hill mentioned that the position was helpful with Chief Moore retiring.

There was no response to the call for public comment.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 11 be approved and authorized.

**25-017F**      **AGENDA ITEM 12** Recommendation to appoint Deputy Fire Chief Dale Way as the Interim Fire Chief of the Truckee Meadows Fire Protection District effective January 25, 2025, and approve a 10% increase in annual base salary for a total annual salary of \$297,829 for the term of his interim appointment, and preserving the terms of his current employment agreement. (All Commission Districts)



Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore felt that the TMFPD Deputy Chief Dale Way was a very smart and analytical person. He indicated Deputy Chief Way had been in the fire service for a long time. He believed Deputy Chief Way would serve the TMFPD well during the Chief position search process. He understood Deputy Chief Way would be a candidate for the TMFPD Chief position.

Chair Hill was very grateful for Deputy Chief Way's commitment to help the BOFC during the transition. She thanked Deputy Chief Way and looked forward to getting to know him.

There was no response to the call for public comment.

On motion by Commissioner Andriola, seconded by Commissioner Garcia, which motion duly carried on a 4-0 vote, with Vice Chair Herman absent, it was ordered that Agenda Item 12 be approved and Deputy Fire Chief Dale Way be appointed as interim Fire Chief of the Truckee Meadows Fire Protection District.

**25-018F**     **AGENDA ITEM 13**     Resolution TM01-2025 in recognition and appreciation for Truckee Meadows Fire Protection District Fire Chief Charles A. Moore. (All Commission Districts)

Truckee Meadows Fire Protection District (TMFPD) interim Chief Way read the resolution.

TMFPD Chief Charles Moore thanked interim Chief Way and said he would miss the TMFPD. He mentioned it had been an honor to serve.

Interim Chief Way presented a TMFPD plaque and a burn bucket to Chief Moore.

Chief Moore thanked Interim Chief Way and said the gifts were beautiful. He noted he would miss the TMFPD staff, the Board of Fire Commissioners (BOFC), and the citizens. He felt it had been a wonderful 12 years. He wished the TMFPD the best success going forward.

On the call for public comment, Regional Emergency Medical Services Agency (REMSA) President and Chief Executive Officer (CEO) Barry Duplantis said he appreciated that Chief Moore valued the community. He believed it was reflected in Chief Moore's work. He felt that Chief Moore's leadership established a presence and vision that the community wanted to follow. He speculated one could not lead if people did not want to follow. He noted those two qualities made REMSA's work enjoyable in a tough industry. He read from a plaque presented to Chief Moore that expressed REMSA's appreciation.

Chief Moore could not think of a better partner than REMSA. He indicated the community benefited from the partnership with REMSA. He thanked Mr. Duplantis.

County Manager Eric Brown said he had the opportunity to work with Chief Moore for five years. He mentioned he had not worked in local government before taking the County Manager position and that working with a Fire Chief had been a new experience. He indicated Chief Moore was very generous with his time and expertise in helping Manager Brown. He noted he and Chief Moore managed to get through many struggles and emergency incidents together. He commented that Chief Moore's leadership would be missed. He thought about the recent Davis Creek Fire and mentioned watching Chief Moore and his staff in action was remarkable. He shared an Office of the County Manager (OCM) friendship coin with Chief Moore as a token of appreciation.

Chief Moore said that in 2012, the fire department needed to be put together in 90 days, and the relationship between the County and the TMFPD was supportive. He indicated that many departments worked hard to put together the fire department. He noted his relationship with Manager Brown had been a pleasure. He mentioned that Manager Brown was a gentleman and did not know how he stayed so calm. He called Manager Brown a friend and said he would miss working with him.

Ms. Maureen O'Brien reported that she was a resident and retired TMFPD employee. She was happy to hear Chief Moore recall how much TMFPD had accomplished in the past 12 years. She recalled the one-year notice to cancel the interlocal agreement for fire services with the City of Reno. She said the former BOFC was instrumental in that decision, although it had been uncertain what the board would vote at the time. She discussed a past initiative to acknowledge those who supported the TMFPD, organized by former County Manager Katy Simon. She believed Chief Moore had done a good job and was happy for him. She felt Chief Moore's journey had just begun and told him that retirement was wonderful.

Chair Hill thanked Ms. O'Brien for her service.

Mr. Charlie Tabano thanked Chief Moore on behalf of the Nevada Peer Support Network. He noted that Chief Moore's support over the last two years was incredible. He felt the Nevada Peer Support Network would be unable to do the work they did for firefighters and first responders if it was not for Chief Moore. He hoped Chief Moore had the best of health, luck, and fun in retirement. He indicated that if Chief Moore was bored, he could join the Nevada Peers Support Networks group of retirees who ran the Firefighter Rehab Unit.

Chair Hill thanked Chief Moore for his service.

**10:36 a.m. The Board recessed.**

**10:49 a.m. The Board reconvened with Vice Chair Herman absent.**

**25-019F**      **AGENDA ITEM 15** Announcements/Reports.

Truckee Meadows Fire Protection District (TMFPD) Chief Charles Moore thanked the TMFPD and Board of Fire Commissioners (BOFC) for the great 12 years.

Commissioner Garcia indicated that everyone's remarks during the meeting symbolized how one individual could have a massive positive impact. She had a deep, profound respect for Chief Moore and his service. She mentioned that anyone who signed up to be a first responder had a heart of gold and a brave soul. She thanked everyone in the crowd for their service.

Commissioner Andriola echoed thanks to Chief Moore. She said it had been great working with Chief Moore. She asked Chief Moore to share pictures of retirement.

Commissioner Clark thanked Chief Moore and told him to enjoy retirement.

**25-020F**      **AGENDA ITEM 16** Public Comment.

There was no response to the call for public comment.

**25-021F**      **AGENDA ITEM 14** Possible Closed Session for the purpose of discussing labor issues with Truckee Meadows Fire Protection District Per NRS 288.220.

**10:51 a.m.**      **The Board recessed to a closed session for the purpose of discussing negotiations with employee organizations per Nevada Revised Statute 288.220.**

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**11:09 a.m.**      There being no further business to discuss, the meeting was adjourned without objection.

**ALEXIS HILL**, Chair  
Truckee Meadows Fire  
Protection District



*for*   
**JANIS GALASSINI**, Washoe County Clerk  
and Ex-Officio Clerk, Truckee Meadows  
Fire Protection District

*Minutes Prepared By:*  
*Lizzie Tietjen, Deputy County Clerk*