

BOARD OF FIRE COMMISSIONERS

Chair, Alexis Hill, District 1

Vice-Chair, Jeanne Herman, District 5

Michael Clark, District 2

Mariluz Garcia, District 3

Clara Andriola, District 4

FIRE CHIEF

Richard J. Edwards

DEPUTY DISTRICT ATTORNEY

Jennifer Gustafson



Notice of Meeting and Agenda

TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

1001 E. 9th Street, Reno, Nevada 89512

10:00 a.m.

Tuesday, September 2, 2025

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time but may be heard later. The Consent section is a single agenda item and is considered as a block and will not be read aloud.

Accessibility. In compliance with the Americans with Disabilities Act, the Washoe County Commission Chambers are accessible and those requiring accommodation for this meeting should notify the Truckee Meadows Fire Protection District at (775) 326-6000, at least two business days prior to the meeting.

Public Transportation. Public transportation is available to this meeting site. For eligible RTC ACCESS reservations call (775) 348-5438 or visit <https://www.rtcwashoe.com/public-transportation/>.

Public Comment. Public comments are welcomed during the Public Comment periods at the beginning and end of the meeting on any matter, whether listed on the agenda or not, and are limited to three minutes per person per comment period. Additionally, public comment will be heard during individually numbered items designated as "for possible action" on the agenda; is limited to three minutes per person per comment period; and should pertain to the specific item(s) being considered by the commission. Persons are invited to submit comments in writing on the agenda items by emailing publiccomment@tmfpd.us and/or attend and make comment on that item at the Board of Fire Commissioners meeting. Persons may not allocate unused time to other speakers.

Forum Restrictions and Orderly Conduct of Business. The Board of Fire Commissioners conducts the

business of the District and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to Public Comments. The Board of Fire Commissioners can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Commission. However, responses from Fire Commissioners to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Board of Fire Commissioners will consider, Fire Commissioners may choose not to respond to public comments, except to correct factual inaccuracies, ask for District staff action or to ask that a matter be listed on a future agenda. The Fire Commissioners may do this either during the public comment item or during the item entitled "Commissioners'/Fire Chief's announcements, requests for information, or topics for future agendas."

Posting of Agenda. Pursuant to NRS 241.020(4), the Agenda for the Board of Fire Commissioners has been physically posted at the Truckee Meadows Fire Protection District Administration building located at 3663 Barron Way, Reno , Nevada 89511 and has been electronically posted at <https://tmfpd.us/agendas-minutes/> and <https://notice.nv.gov>.

How to Get Copies of Agenda and Supporting Materials. Copies of this agenda and supporting materials for the items on the agenda, provided to the Board of Fire Commissioners are available to members of the public at the District's Administrative Office (3663 Barron Way, Reno, Nevada), by contacting Sandy Francis, phone (775) 328-6124, email sfrancis@tmfpd.us, and are available on the Truckee Meadows Fire Protection District's website at <https://tmfpd.us/agendas-minutes/>

Agenda.

1. Salute to the Flag
2. Call to Order and Roll Call

3. Public Comment [Non-action item] - Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. The Board will also hear public comment during individual action items, with comment limited to three minutes per person. Comments are to be made to the Board of Fire Commissioners as a whole.
4. Commissioners'/Fire Chief's announcements, requests for information, and topics for future agendas. [Non-action item. No discussion among Commissioners will take place on this item].
5. Consent Items - FOR POSSIBLE ACTION

A. Recommendation to approve the meeting minutes from the July 1, 2025, Board of Fire Commissioners Meeting. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5A 07-01-2025 Draft Meeting Minutes](#)

B. Recommendation to acknowledge and approve a correction to the Board of Fire Commissioners' regular meeting minutes of April 1, 2025, to correct two instances of misspellings of interim Fire Chief Dale Way's name as interim Fire Chief Daly. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5B 04-01-2025 Corrected Meeting Minutes Staff Report](#)
 [Item #5B 04-01-2025 Corrected Meeting Minutes](#)

C. Recommendation to ratify Fiscal Year 2024-2025 reimbursements from the Washoe County, Nevada Other Post-Employment Benefits Trust Fund to Truckee Meadows Fire Protection District for the cost of retiree health insurance premiums in the amount of \$150,539. Monies transferred from this trust have been placed into the District's General Fund. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5C OPEB Ratify Reimbursement Staff Report](#)

D. Recommendation to approve a US Highway 395 Mutual Aid Communications Plan between the Truckee Meadows Fire Protection District, Susanville Interagency Fire Center, and Beckwourth Peak Fire Protection District for the purposes of establishing a communications plan for emergencies occurring on US Highway 395 in California between the Sierra County/Lassen County line and the southern end of Constantia Road/US 395 to provide the closest resource response in a safe and effective manner and ensure single point ordering. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5D US395 Communications Plan Staff Report](#)
[Item #5D US395 Mutual Aid Communications](#)
[Plan-2025](#)

E. Recommendation to re-adopt with Resolution TM10-2025 the 2025 Washoe County Regional Hazard Mitigation Plan. The Regional Hazard Mitigation Plan is created under the authority of the Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288), as updated by the Disaster Mitigation Act of 2000 (Public Law 106-390) and federal regulations (44 CFR § 201), which require communities to identify local hazards, assess risks, and develop strategies to reduce the impact of disasters. The Federal Emergency Management Agency (FEMA) requires local jurisdictions to adopt such plans on a 5-year cycle which enables Truckee Meadows Fire Protection District to be eligible for FEMA hazard mitigation grant funds. (All commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5E Hazard Mitigation Plan Re-Adoption Staff](#)
[Report](#)
[Item #5E Hazard Mitigation Plan Adoption Resolution](#)
[TM10-2025](#)

F. Recommendation to approve an agreement for professional consulting services between Truckee Meadows Fire Protection District and Voz De La Sierra LLC in an amount not to exceed \$1,100 per month (\$13,200 annually) to provide Spanish-language communication support and outreach to Spanish speaking residents in Truckee Meadows Fire Protection District's jurisdiction. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5F Voz De La Sierra Professional Service Staff](#)
[Report](#)
[Item #5F Voz De La Sierra Professional Service](#)
[Agreement](#)

G. Recommendation to approve Truckee Meadows Fire Protection District's purchase of a surplus 2006 LDV mobile command unit VIN#4UZAASBV16VW31946 with 1600 miles in "as is" condition from Reno Tahoe Airport Authority, at the cost of \$1.00. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5G Mobile Command Unit Purchase Staff Report](#)
[Item #5G Command Center RV Bill of Sale](#)

H. Recommendation to accept a donation of eight (8) finger pulse oximeters and corresponding supplies from the Inter-Hospital Coordinating Council through Northern Nevada Public Health, and if accepted, express sincere appreciation for the thoughtful contribution. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #5H Pulse Oximeter Donation Staff Report](#)
[Item #5H Pulse Oximeter Transfer Log](#)

End of Consent Items

6. Promotional announcement and badge pinning. [Non-action item]
Salvatore Franchi, Fire Captain
Shane Bohach, Fire Engineer
Dillon Lowe, Fire Engineer
Eric Higman, Fire Engineer
Dylan Todd, Wildland Engine Operator
7. International Association of Fire Fighters Local 2487 Report. [Non-action item]

8. Fire Chief Report - [Non-action item]

A. Informational briefing on operational matters and activities for August 2025 and September 2025 to include the following items:

1. 180-Day Plan
2. Capital Projects Construction Update
3. Capital Projects Apparatus Update
4. Wildland Fire Conditions
5. Hazardous Materials Incident
6. AACT Fire Science Program

B. Monthly Response Statistics

1. June 2025
2. July 2025

Attachments: [Item #8A Chief's Monthly Report for September 2025](#)
[Item #8B.1 June 2025 Response Statistics](#)
[Item #8B.2 July 2025 Response Statistics](#)

End of Fire Chief Report

9. Financial presentation on the status of the Fiscal Year 2024-2025 General Fund as of July 31, 2025.
[Non-action item]

Attachments: [Item #9 FY 2025-2026 Financial Status Presentation](#)
[Staff Report](#)
[Item #9 FY 2025-2026 Financial Status](#)
[Presentation-Detail by Department](#)
[Item #9 FY 2025-2026 Financial Status Presentation](#)

10. Recommendation to accept Truckee Meadows Fire Protection District's Debt Management Policy, Indebtedness Report, and Five-Year Capital Improvement Plan as of June 30, 2025. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #10 Debt Mgmt Policy, Indebtedness Report &](#)
[5yr CIP Acceptance Staff Report](#)
[Item #10 Debt Management Policy June 2025](#)
[Item #10 Indebtedness Report TMFPD June 2025](#)
[Item #10 Capital Improvement Plan June 2025](#)

11. Presentation and update on the proposed Washoe Valley Consolidated Station Project.
[Non-action item]

Attachments: [Item #11 Proposed Consolidated Station Presentation](#)

12. Discussion and possible adoption of the proposed Truckee Meadows Fire Protection District Board of Fire Commissioners Rules of Procedure, to be effective upon approval. The purpose of the Rules is to provide parliamentary authority and to establish supplemental rules of procedure for the conduct of the Truckee Meadows Fire Protection District Board of Fire Commissioner's meetings and the conduct of Fire Commissioners where such rules are consistent with the laws of the State of Nevada. The proposed Rules of Procedure reflect the current practices of the Board. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #12 Rules of Procedure Staff Report](#)
[Item #12 2025 BOFC Rules of Procedure - Final](#)
[Item #12 TMFPD Code of Conduct Policy](#)
[Item #12 TMFPD Employee Lobbying Policy](#)

13. Recommendation to retroactively approve a two-year Interlocal Contract between Truckee Meadows Fire Protection District and the State of Nevada acting by and through the Nevada Division of Forestry and the Department of Conservation and Natural Resources, effective July 1, 2025, in the amount of \$233,205 per fiscal year, for a total amount not to exceed \$466,410, for the purpose of participating in the Wildland Fire Protection Program, in which the State provides fire incident resources, equipment and financial assistance in the mitigation of wildland fire incidents. (All Commission Districts) FOR POSSIBLE ACTION

Attachments: [Item #13 WFPP Contract - TMFPD Staff Report](#)
[Item #13 WFPP Contract - TMFPD](#)

14. Commissioners'/Fire Chief's announcements, requests for information, and topics for future agendas. [Non-action item. No discussion among Commissioners will take place on this item].
15. Public Comment [Non-action item] - Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Board of Fire Commissioners agenda. Comments are to be made to the Board of Fire Commissioners as a whole.

Adjournment