

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, October 7, 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 September 2, 2025, Board of Fire Commissioners Meeting. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5A 09-02-2025 Draft Meeting Minutes](#)

B. Recommendation to approve a delegation of contractual approval and signing authority from the Board of Fire Commissioners to the Fire Chief on behalf of Truckee Meadows Fire Protection District for certain types of contracts/agreements, to include: (1) authority for the Fire Chief to purchase supplies, materials, equipment and contractual services required by TMFPD in annual amounts or estimated annual amounts up to \$100,000.00 per vendor contract or up to \$100,000.00 in the aggregate spend or encumbered per vendor, (2) authority for the Fire Chief to enter into operating plans subsumed under existing interlocal/cooperative/mutual aid agreements with other local governments, and (3) authority for the Fire Chief to enter into agreements with landowners to provide various services such as fuels management/reduction and defensible space assistance. The Fire Chief's approval and signing authority shall be in accordance with legal, purchasing, and fiscal compliance required by State and Federal law, and to the extent not otherwise inconsistent with this delegation, in accordance with Washoe County's purchasing policies. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5B Signing Authority Staff Report](#)

C. Recommendation to approve a one-year professional services agreement between Steven Nicholas, DBA EmbGro, and Truckee Meadows Fire Protection District for the administration of a Mental Health and Wellness Program for an annual amount not to exceed \$90,000, retroactively effective July 1, 2025, and to authorize the Fire Chief to enter into future contract extensions with this independent contractor. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5C EmbGro Mental Health Service Agreement Staff Report](#)
[Item #5C EmbGro Mental Health Service Agreement](#)

D. Recommendation to approve a one-year professional services agreement between Brian Fischer, DBA Fischer Health and Wellness, and Truckee Meadows Fire Protection District for the administration of a Physical Health and Wellness Program for an annual amount not to exceed \$30,000, retroactively effective July 1, 2025, and to authorize the Fire Chief to enter into future contract extensions with this independent contractor. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5D Fischer Physical Health Service Agreement Staff Report](#)
[Item #5D Fischer Physical Health Service Agreement](#)

E. Recommendation to approve the release of a surplus 2007 Morbark Chipper Trailer VIN#4S8SZ161X7W070952, FD5060 in “as is” condition from Truckee Meadows Fire Protection District to Washoe County Parks and Open Space Department, in the amount of \$0.00. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5E Chipper Release Staff Report](#)
[Item #5E Chipper Sales Agreement](#)

F. Recommendation to approve an annual operating agreement between the Truckee Meadows Fire Protection District (TMFPD) and the Carson City Fire Department (CCFD) for use of the Carson City Fire Training Facility located at 2400 College Parkway, Carson City, NV 89706 in the amount of \$20,000.00 for Fiscal Year 2025-2026; and authorize the Fire Chief to execute the agreement and approve any future agreements associated with TMFPD’s use of the training facility. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5F Carson City Fire Training Facility Staff Report](#)
[Item #5F Carson City Training Facility Contract](#)

G. Recommendation to approve an amended Right-of-Entry Agreement between Truckee Meadows Water Authority ("TMWA") and Truckee Meadows Fire Protection District (TMFPD or "District") to extend TMWA's temporary access easement, to expire on December 30, 2026, over property (APN 534-571-06) owned by Truckee Meadows Fire Protection District for the purpose of TMWA's construction of a water production well, wellhouse building and related facilities adjacent to TMFPD-owned property. (Commission District 4.) FOR POSSIBLE ACTION

Attachments: [Item #5G TMWA Right of Entry Agreement Staff Report](#)
[Item #5G TMWA Right of Entry Agreement](#)

H. Recommendation to approve a revised US Highway 395 Mutual Aid Communications Plan between the Truckee Meadows Fire Protection District, Susanville Interagency Fire Center, and Beckwourth Peak Fire Protection District clarifying wildland response request procedures occurring on US Highway 395 in California between the Sierra County/Lassen County line and the southern end of Constantia Road/US 395; and if approved, authorize the Fire Chief to execute extensions and future operational amendments to this agreement. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #5H Revised US395 Comms Plan Staff Report](#)
[Item #5H Revised US395 Comms Plan](#)

End of Consent Items

6. Recommendation for the Board of Fire Commissioners to proclaim October 2025 as Fire Prevention Month and approve a proclamation concerning the proper disposal and recycling of lithium-ion batteries to reduce the risk of fires in homes and communities. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #6 Fire Prevention Month 2025 Proclamation](#)

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. Green Waste Collection Dates
2. Hexagon Update
3. Capital Projects Construction Update
4. Capital Projects Apparatus Update
5. Wildland Fire Conditions
6. 180 Day Plan Update

B. Monthly Response Statistics:

1. Revised July 2025
2. August 2025

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

End of Fire Chief Report

9. Financial presentation on the status of the Fiscal Year 2025-2026 General Fund & Capital Project Funds as of August 31, 2025. [Non-action item]

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

10. Recommendation to approve the suspension of Board Policy P404.3B, Equipment Reimbursement Allocation, retroactive to Fiscal Year 2024-2025. (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #10 Equipment Reimbursement Allocation Policy](#)
[Suspense Staff Report](#)
[Item #10 Equipment Reimbursement Allocation Policy](#)

11. Recommendation to approve a purchase order to the Siddons-Martin Emergency Group, Inc., 1362 E. Richie Ave, Houston, TX 77073, in an amount not to exceed \$250,000 for the repair of a 2019 Pierce Quantum Type I Pumper (FD0117) in accordance with NRS 332.115(c). (All Commission Districts.) FOR POSSIBLE ACTION

Attachments: [Item #11 Siddons-Martin FD 0117 Repair Staff Report](#)
 [Item #11 Siddons-Martin FD 0117 Repair Estimate](#)

12. 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].
13. 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