



**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
STAFF REPORT**

Board Meeting Date: November 12, 2024

DATE: October 22, 2024
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Charles A. Moore, Fire Chief
Phone: (775) 328-6123 Email: cmoore@tmfpd.us
SUBJECT: Recommendation to approve the selection of Bob Murray & Associates to perform an executive search for the selection of the next Truckee Meadows Fire Protection District Fire Chief at a cost of \$22,000 plus reimbursable expenses at an approximate additional cost of \$8,000-\$12,000; if approved, authorize the current Fire Chief to execute all necessary agreements and documentation for the recruitment. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve the selection of Bob Murray & Associates to perform a nationwide search for the selection of a new Truckee Meadows Fire Protection District Fire Chief at a cost of \$22,000 plus reimbursable expenses at an approximate additional cost of \$8,000-\$12,000.

PREVIOUS ACTION

On September 27, 2011, the Board of Fire Commissioners approved the recruitment and selection process for the Truckee Meadows Fire Protection District Fire Chief.

BACKGROUND

The Fire Chief, Julie Paholke, HR Manager for Compensation and Recruitment—Washoe County, and the district Chair participated in interviews with three firms that responded to the district's inquiry. We discussed the process, timelines, and issues for the district. We also inquired about previous recruitments for similar positions and familiarity with government processes.

After the interviews, the consensus was unanimous for Bob Murray & Associates.

The timeline for filling the position is August to September 2025, and that timeline is adequate to complete a comprehensive process.

FISCAL IMPACT

The total cost including reimbursable expenses are anticipated to remain under \$40,000. The District will contingency funds to amend the General Fund FY24/25 budget. The resolution to amend the general fund will be included in the December budget augmentation.

RECOMMENDATION

Staff recommend that the Board approve the selection of Bob Murray & Associates to perform a nationwide search for a new Truckee Meadows Fire Protection District Fire Chief at a cost of \$22,000 plus reimbursable expenses at an approximate additional cost of \$8,000-\$12,000 and authorize the current Fire Chief to execute all necessary agreements and documentation for the recruitment.

POSSIBLE MOTION

If the Board agrees with Staff's recommendation a possible motion can be:

"I move to approve the selection of Bob Murray & Associates to perform a nationwide search for the selection of a new Truckee Meadows Fire Protection District Fire Chief at a cost of \$22,000 plus reimbursable expenses at an approximate additional cost of \$8,000-\$12,000 and authorize the current Fire Chief to execute all necessary agreements and documentation for the recruitment."