



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: October 1, 2024

DATE: August 29, 2024

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Carla Arribillaga, Human Resources Manager
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THROUGH: Charles A. Moore, Fire Chief
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SUBJECT: Recommendation to approve a new position for a newly created Logistics Supply Specialist job classification, with a salary range of \$55,515 - \$75,108 with Regular Nevada Public Employees' Retirement System with Regular NV PERS. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve a new position for a newly created Logistics Supply Specialist job classification, with a salary range of \$55,515 - \$75,108 with Regular Nevada Public Employees' Retirement System with Regular NV PERS.

PREVIOUS ACTION

None

BACKGROUND

c Statutory Authority: NRS 474.470 authorizes the Board to organize the department and provide for payment of salaries of personnel. NRS 474.500 authorizes a district fire chief to hire employees upon Board authorization and coordinate fire protection activities within the District.

The District has seen significant expansion in recent years, nearly doubling in size, which has led to an increased need for logistical support. The existing infrastructure is strained to meet the demands of our growing workforce, and it's becoming clear that additional staffing is necessary to ensure that our personnel have the resources they need to perform their duties safely and effectively. The District's logistics operations have experienced a significant increase in operational demands, necessitating additional support to maintain efficiency and effectiveness. The newly created Logistics Supply Specialist position will help to ensure that our logistics operations can seamlessly adapt to these evolving needs. This position would play a crucial role in managing inventory, handling the distribution of supplies, maintaining personal protective

equipment, and assisting with providing critical logistical support during emergencies, thereby strengthening the overall capabilities of the Logistics Division.

FISCAL IMPACT

If the Board approves, and in the event the position is represented by Local 2487, wages will be negotiated. However, the District anticipates a salary range of \$55,515 - \$75,108

The total estimated Fiscal Year 2024-2025 (FY24/25) costs is \$72,522. The District's FY24/25 budget included funding for an Information Technology position, of which the salary for this position will be used to offset the costs of the new full-time position. The remaining costs will be offset through natural attrition and will remain within the District's FY24/25 budget.

RECOMMENDATION

Staff Recommends approving a new position for a newly created Logistics Supply Specialist job classification, with a salary range of \$55,515 - \$75,108 with Regular Nevada Public Employees' Retirement System with Regular NV PERS. The estimated cost for FY24-25 is \$67,500. The District will reallocate service and supplies budget to employee wages and benefits. All costs for FY24-25 will remain within the current FY24-25 budget.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be:

"I move to approve a new position for a newly created Logistics Supply Specialist job classification, with a salary range of \$55,515 - \$75,108 with Regular Nevada Public Employees' Retirement System with Regular NV PERS."