



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT

STAFF REPORT

Board Meeting Date: July 16, 2019

DATE: June 1, 2019

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Charles A. Moore, Fire Chief
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SUBJECT: Discussion and possible direction to staff concerning priorities of the Board of Fire Commissioners as outlined in the attached dashboard document which lists Board of Fire Commissioner requests for items that require staff time to research and conduct analysis. The intent of this item is to create a conceptual hierarchy of district priorities in order to assist the Chief in making determinations about the best way to employ district resources and staff time. Areas of possible prioritization cover a broad range of potential policy concerns that include operational aspects, administrative aspects, human resources aspects, budgetary aspects, and interaction with other agencies and jurisdictions. These aspects include but are not limited to call volume and breakdown by geographical area of service, interaction and mutual aid with other area jurisdictions including cost recovery amongst agencies, identifying areas of concern for the district in the regional planning process, developing infrastructure and equipment plans for the future, working with Waste Management and other stake holders in the development or implementation of a "green waste" program, fuels management, district insurance limitations, impacts on the district by city annexation, further development and implementation of emergency planning with NV Energy and other regional agencies and partners, comparative analysis of district best practices for prioritizing calls for services vs. other jurisdictions' practices, code updates for construction and other safety issues, fire hydrant servicing by TMWA and other possible entities, defensible space programs, matching district responses to the nature of particular calls, peer support planning, volunteer programs, and fire concerns regarding debris accumulation sites within the county. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

This item is discussion and possible direction to staff concerning priorities of the Board of Fire Commissioners as outlined in the attached dashboard document which lists Board of Fire Commissioner requests for items that require staff time to research and conduct analysis.

PREVIOUS ACTION

June 18, 2019, the Board approved a policy to require Board approval to utilize two or more hours of staff time to research, conduct analysis and prepare staff reports on items requested by individual Commissioners or the Board in general.

BACKGROUND

At each regular meeting of the Board of Fire Commissioners, there is an opportunity for a Commissioner or the full Board to request information on a wide variety of items. Some of these requests for information could require extensive staff time. Staff is seeking direction from the Board on prioritization of these items.

Attached is the dashboard document which lists the current Board of Commissioner requests for information and analysis of certain issues. Staff is requesting help determining priorities of the Board items currently identified and as new items are requested by the Board.

The dashboard document could become a standing item on each agenda.

A possible methodology to prioritize could be:

1. First priority – those items requested by the full Board. Staff completes them in sequential order.
2. Second priority – those items requested by individual Commissioners not requiring over 2 hours of staff time to research and conduct analysis.
3. Third priority – those items requested by individual Commissioners that require over 2 hours of staff time to research and conduct analysis, which would be prioritized by the Board in a standing item on the agenda.

FISCAL IMPACT

There is no fiscal impact with this staff report, however, if this staff report is approved with direction to bring items back to the Board for approval, the fiscal impact will be outlined in the staff report for the specific request.

RECOMMENDATION

Staff recommends the Board provide direction to staff regarding priorities of the dashboard document.

POSSIBLE MOTION

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

"I move to approve the dashboard document."