



## **TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT**

**Board Meeting Date: July 6, 2021**

**DATE:** June 25, 2021

**TO:** Truckee Meadows Fire Protection District Board of Fire Commissioners

**FROM:** Alex Kukulus, Deputy Fire Chief  
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**THROUGH:** Charles A. Moore, Fire Chief  
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**SUBJECT:** Recommendation to approve an agreement between TMFPD and REMSA to provide dispatching services to TMFPD, in an annual amount, of \$607,750 in the first year, with a 2% annual increase that would rise to a total cost of \$632,303.32 per year if extended through the proposed 3-year duration. (All Commission Districts) FOR POSSIBLE ACTION

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### **SUMMARY**

This item is a recommendation to approve an agreement between TMFPD and REMSA, for REMSA to provide dispatching services to TMFPD, in an annual amount, of \$607,750 in the first year, with a 2% annual increase that would rise to a total cost of \$632,303.32 per year if extended through the proposed 3-year duration.

### **PREVIOUS ACTION**

On April 6, 2021, Staff presented alternatives for dispatch services. Staff was directed to explore the use of REMSA as a less costly and more efficient dispatch service than the current dispatch service provided.

On June 1, 2021, Staff presented an analysis of identified alternatives for dispatch services, including establishing independent dispatch operations, or contracting with WCSO, the City of Reno, or REMSA. Staff recommended that TMFPD proceed with establishing an agreement for dispatch services with REMSA. The TMFPD Fire Board unanimously accepted the proposal provided by REMSA and gave direction to staff to negotiate an agreement for dispatch services with REMSA.

### **BACKGROUND**

Statutory Authority: NRS 474.460 allows the District to contract and be contracted with as part of its mission of fire prevention and emergency medical services.

Following a staff analysis of dispatch alternatives over the last 5 months, the Fire Board accepted the recommendation and proposal to contract with REMSA to provide dispatch services to

TMFPD. TMFPD staff and the Washoe County District Attorney's Office worked with REMSA staff and their legal counsel to establish a mutually advantageous agreement that provides for the efficient delivery of necessary dispatch services. Under this agreement, TMFPD will retain ownership of the dispatch equipment that it purchases and have the ability to direct fire dispatch policies and procedures as necessary for the operations of the District.

This agreement provides for REMSA's personnel to staff a minimum of one dispatch channel for TMFPD at all times, and the ability to staff additional command channels as necessary, within their capabilities. TMFPD will operate within REMSA's CAD system and interfaces, while radio communications will remain on TMFPD's existing 800MHz & VHF radio systems and channels. Staff is continuing to work with REMSA staff and other regional PSAP representatives to establish connections and/or policies for sharing communications and resources.

At the Fire Board meeting on June 1, 2021 the Board gave clear direction that it desired numerous "off-ramps" within the agreement to assure that TMFPD's interests would be protected. The agreement was originally contemplated for a 5-year term, but due to a new regional CAD system being likely in approximately 3 years, this agreement was also structured for a 3-year term. REMSA & TMFPD have also committed to an intent to migrate to that new regional CAD system, even if prior to the term of this agreement.

Additional contract termination clauses exist including the ability to exit the arrangement without cause by giving 180 days notice. This also protects TMFPD's interests so that if REMSA chooses to terminate the agreement, there is ample time to establish alternative dispatch services. In the event that either agency defaults on its obligations, there is a "for-cause" termination provision that requires a 30 day opportunity to resolve the deficiency and an additional 60 day period before the effective termination (90 days total).

This agreement also includes provisions for TMFPD to be guaranteed access to its radio equipment and other dispatching resources for the purposes of ensuring the continuity of operations during unforeseen circumstances or a failure on REMSA's part. Both agencies also expressed intent to work towards establishing a secondary/back-up dispatch location at TMFPD's Headquarters facility.

Dispatching services by REMSA will commence upon completion of all CAD programming, operational policies, dispatcher training, and infrastructure being installed. Thorough testing and sign-off by TMFPD will be necessary before transitioning dispatch to REMSA. The fee schedule acknowledges that fees will start on the initial day that REMSA commences dispatching for TMFPD and will be prorated accordingly.

### **FISCAL IMPACT**

The 1<sup>st</sup> year annual cost for dispatch services is \$607,750 which will be prorated based on the date services are implemented. The District has budgeted \$1,375,000 for dispatch services in FY21/22. Total costs for dispatch are expected to remain within the approved FY21/22 budget.

### **RECOMMENDATION**

It is recommended that the Board approve an agreement between TMFPD and REMSA, for REMSA to provide dispatching services to TMFPD, in an annual amount, of \$607,750 in the first year, with a 2% annual increase that would rise to a total cost of \$632,303.32 per year if extended through the proposed 3-year duration.

### **POSSIBLE MOTION**

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

*"I move recommended that the Board approve an agreement between TMFPD and REMSA, for REMSA to provide dispatching services to TMFPD, in an annual amount, of \$607,750 in the first year, with a 2% annual increase that would rise to a total cost of \$632,303.32 per year if extended through the proposed 3-year duration."*