



**TRUCKEE MEADOWS FIRE PROTECTION DISTRICT
STAFF REPORT**

Board Meeting Date: July 2, 2024

DATE: June 16, 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 Amendment No. 7 to the Employment Agreement between Truckee Meadows Fire Protection District and Charles A. Moore, Fire Chief, which amends the term of the Agreement and includes a provision for a payout of vacation leave hours at the conclusion of the pay period encompassing December 31st for an approximate cost of \$21,700. (All Commission Districts)
FOR POSSIBLE ACTION

SUMMARY

This item is a recommendation to approve Amendment No. 7 to the Employment Agreement between Truckee Meadows Fire Protection District and Charles A. Moore, Fire Chief, which amends the term of the Agreement and includes a provision for a payout of vacation leave hours at the conclusion of the pay period encompassing December 31st for an approximate cost of \$27,700.

PREVIOUS ACTION

February 28, 2012, the Board selected Charles A. Moore as Fire Chief of Truckee Meadows Fire Protection District and directed staff to negotiate a contract and an offer of employment.

On March 13, 2012, the Board of Fire Commissioners appointed Charles A. Moore and approved a three-year employment agreement effective April 2, 2012.

The Employment Agreement entered into on March 13, 2012, has been amended six times since that date for specific terms, including terms, salary, and certain benefits.

BACKGROUND

The Employee is seeking an amendment to Section 2 - TERM and TERMINATION extending his termination date from December 6, 2024, to January 24, 2025, and Section 12 – VACATION allowing for the payout of the Employee’s vacation leave hours.

Had the employee maintained the original termination date of December 6, 2024, all accrued vacation would have been paid out because the rollover/use it or lose it date would not have

occurred before the original termination date. The only additional cost would be the new vacation accrual between the old and new termination dates. In addition, the change in the payout of vacation leave hours at year-end is consistent with all other Truckee Meadows Fire Protection District employees.

FISCAL IMPACT

The estimated fiscal impact is \$21,700. This is the estimated vacation payout in excess of 240 hours at year-end. The employee's payouts were anticipated in the Fiscal Year 2024-2025 budget or the Sick and Annual Comp fund.

RECOMMENDATION

It is recommended that the Board approve Amendment No. 7 to the Employment Agreement between Truckee Meadows Fire Protection District and Charles A. Moore, Fire Chief.

POSSIBLE MOTION

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

"I move to approve Amendment No. 7 to the Employment Agreement between Truckee Meadows Fire Protection District and Charles A. Moore, Fire Chief"