



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: May 20, 2025

DATE: May 7, 2025
TO: Truckee Meadows Fire Protection District Board of Fire Commissioners
FROM: Jan Galassini, Washoe County Clerk
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THROUGH: Dale Way, Interim Fire Chief
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SUBJECT: Recommendation to approve the minutes for the Truckee Meadows Fire Protection District Board of Fire Commissioners concurrent meeting on February 6, 2025. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

This item is an approval of minutes that have gone past the 45-day requirement for approval by the District's governing board.

PREVIOUS ACTION

None

BACKGROUND

NRS 241.035 states that, unless good cause is shown, a public body shall approve the minutes of a meeting within 45 days of the meeting or at the next meeting of the public body, whichever occurs later. The attached minutes for the concurrent meeting on February 6, 2025, were not submitted for approval within 45 days due to the following reasons:

1. The heavy workload in February 2025, involving Board of Equalization and Debt Management Commission meetings.
2. The unusual complexity of the meeting, due to multiple agencies participating.
3. Workload, including the number of sets of minutes staff were working on simultaneously.
4. Staffing shortage. Two new employees, 50% of the Board Records and Minutes team, started only a week prior to this meeting.

FISCAL IMPACT

There is no fiscal impact with the approval of these minutes.

RECOMMENDATION

Staff recommends that the Board approve the minutes for the Truckee Meadows Fire Protection District Board of Fire Commissioners concurrent meeting on February 6, 2025.

POSSIBLE MOTION

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

"I move to approve the minutes for the Truckee Meadows Fire Protection District Board of Fire Commissioners concurrent meeting on February 6, 2025."