



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

**Board Meeting Date: September 2, 2025**

**DATE:** July 16, 2025

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

**FROM:** Janis Galassini, Washoe County Clerk  
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**THROUGH:** Richard Edwards, Fire Chief  
Phone: (775) 326-6000 Email: [redwards@tmfpd.us](mailto:redwards@tmfpd.us)

**SUBJECT:** Recommendation to acknowledge and approve a correction to the Board of Fire Commissioners' regular meeting minutes of April 1, 2025, to correct two instances of misspellings of interim Fire Chief Dale Way's name as interim Fire Chief Daly. (All Commission Districts) FOR POSSIBLE ACTION

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### **SUMMARY**

This matter is brought to the Board's attention to publicly acknowledge and approve a correction to the Board of Fire Commissioners' regular meeting minutes of April 1, 2025, to correct two instances of erroneous spelling from interim Fire Chief Daly to interim Fire Chief Dale Way.

### **PREVIOUS ACTION**

On May 6, 2025, the Board approved the meeting minutes for April 1, 2025.

### **BACKGROUND**

Subsequent to the approval of the April 1, 2025, minutes, it was brought to the attention of the County Clerk that there had been two errors in the spelling of interim Fire Chief Dale Way's name.

A review of the records of the meeting revealed that indeed a clerical error had been made and that the meeting minutes reflected two references to interim Fire Chief Dale Way, which had been incorrectly spelled as interim Fire Chief Daly.

Page 8 of the minutes for April 1, 2025, has been corrected as follows:

Under Agenda Item 8, Minute Number 25-059F:

“Interim Fire Chief Dale Way reported that the Truckee Meadows Fire Protection District (TMFPD) Lobbying Policy was requested at the previous TMFPD meeting, as the agency was becoming involved in the area of lobbying.”

Under Agenda Item 9, Minute Number 25-060F:

“Interim Fire Chief Dale Way informed the Board that a Staff Report was available and requested that Cynthia Vance, Chief Fiscal Officer (CFO) of Truckee Meadows Fire Protection District (TMFPD), come forward to speak on the item.”

### **FISCAL IMPACT**

No Fiscal Impact.

### **RECOMMENDATION**

Recommendation that the Board acknowledge and approve a correction to the Board of Fire Commissioners’ regular meeting minutes of April 1, 2025, to correct the mistaken spellings.

### **POSSIBLE MOTION**

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

*“I move to acknowledge and approve a correction to the Board of Fire Commissioners’ regular meeting minutes of April 1, 2025, to correct the two instances of erroneous spellings of interim Fire Chief Dale Way’s name.”*