

**AMENDED AND RESTATED BYLAWS OF THE MOAPA VALLEY FIRE
PROTECTION DISTRICT ADVISORY BOARD**

These Amended and Restated Bylaws are adopted by the Moapa Valley Fire Protection District Advisory Board and approved by the Board of Fire Commissioners (“BFC”) as of _____, 2025 and replace in their entirety the bylaws previously adopted on December 28, 2023.

Article 1.

NAME

The name of the advisory board shall be the Moapa Valley Fire Protection District Advisory Board (hereinafter the "Board").

Article 2.

STATEMENT OF PURPOSE AND GEOGRAPHICAL AREA

These bylaws are established to provide continuity and stability to the Board. The Moapa Valley Fire Protection District was created pursuant to Nevada Revised Statutes Chapter 474.460 and Chapter 3.20 of the Clark County Code creating Moapa Valley Fire Protection District (hereinafter the "District") for the provision of protection of property, public health, safety and welfare of the inhabitants of Clark County including the prevention and extinguishment of fires and the provision of emergency medical services in the unincorporated areas within Clark County generally located, described and comprising the following: from the northerly Warm Springs area, Moapa, (Moapa Valley), Logandale, Overton, the Valley of Fire, and southerly, including the Echo Bay area. (CCC3.20.010)

Article 3.

DISTRICT ADVISORY BOARD ROLE

The District Advisory Board shall serve as a community-based body that provides feedback and recommendations to the Board of Fire Commissioners and the Clark County Fire Chief regarding the delivery of fire protection and emergency medical services within the District.

The Board shall review and make recommendations on the proposed annual operating and capital improvement budgets, receive quarterly reports from the District and County Fire Chiefs, and may advise on such matters such as station operations, community engagement, volunteer recruitment, and service needs within the District.

The Advisory Board shall not exercise operational control or interfere with command decisions but shall function as a liaison between the community and the County regarding the performance and development of fire services in the Moapa Valley Fire Protection District.

Article 4.

**MOAPA VALLEY FIRE PROTECTION DISTRICT
ADVISORY BOARD MEMBERSHIP**

A. Members of the Board shall be appointed by the Board of Fire Commissioners ("BFC") and shall consist of the following:

District Fire Chief	Ex Officio
Moapa Valley Town Board or designee	1 Member
Moapa Town Board or designee	1 Member
Citizen Non-Volunteer Firefighter	1 Member
Citizen Non-Volunteer Firefighter	1 Member
Citizen Non-Volunteer Firefighter	1 Member

B. All members shall serve a two (2) year term at the time of appointment/approval by the Clark County Board of County Commissioners ("BCC"). The BCC may reappoint a member for additional terms and may at any time remove a member without cause.

C. Resignations:

- Board members desiring to resign shall submit in writing, hard copy or e-mail, to the District Fire Chief. The resignation shall be effective upon the receipt of the written resignation.
- A Board member may be removed from office by a majority vote of the Board for inefficiency, neglect of duty, or malfeasance or office.

D. All Board members shall serve at the pleasure of the BFC.

E. Board members shall each have one vote on each agenda item to be cast during attendance at any meeting.

F. All Board members are required to comply with Clark County Code 3.01.10 regarding the attendance of meetings.

- G. Pursuant to the provisions of NRS 474.460 and CCC 3.20.30, the BFC shall manage and conduct the business and affairs of the District.
- H. For purposes of operational oversight, the District Fire Chief shall report directly to the Clark County Fire Department Fire Chief and implement all directives related to emergency response and wildfire operations. The District Fire Chief may also be responsible for the day-to-day operations of the stations, advise on all matters with respect to the District, represent the Board, attend all meetings and advise the Chair of the BFC or designee with respect to the Board's recommendations regarding the governing of affairs of the District. It shall be the responsibility and duty of the Board to receive and review monthly reports from the three station Battalion Chiefs pertaining to station operations. The Board may review monthly station reports for informational purposes and may provide recommendations to the BFC; however, all operational decisions and directives remain under the authority of the Clark County Fire Department.
- I. The District Fire Chief shall annually prepare a proposed Operating and Capital Improvement Budget for the Board. This proposed budget shall be submitted to the District Advisory Board for review and comment. Following advisory review, the budget shall be submitted to the Clark County Fire Chief for final review and approval prior to submission to the BFC for adoption. Additionally, the Board shall submit the recommended budget to the Clark County Department of Finance on or before the third Monday in January for the BFC's consideration.
- J. The District Fire Chief shall coordinate with and follow the operational directives of the Clark County Fire Chief in all matters related to fire suppression, emergency medical services, and program administration. The District Fire Chief may also provide input or recommendations to the Clark County Fire Chief regarding the operational needs of the District.
- K. By majority vote, the Board shall submit up to three recommendations to the BFC for the appointment or replacement of any vacancy on the Board. Appointments shall be at the sole discretion of the BFC.
- L. Each Member shall comply with the rules applicable to public officers under the Nevada Ethics in Government Law (Chapter 281A of Nevada Revised Statutes) and Clark County Ethics Resolutions, as they may be amended from time to time.
- M. The Board members agree to attend Open Meeting Law and Ethics Training provided by Clark County. All members shall take the training in the first year of serving on the Board

and every third year thereafter. Current members who have not taken the training shall take it within the fiscal year.

- N. Town Board members or designees and the citizen members appointed to the Board may not be a member of any of the volunteer fire departments while serving on the Board.
- O. Members shall not have any financial conflicts which would require disclosure or abstention under the Nevada Ethics in Government Law. This prohibition extends to members of the Board member's household and to relatives of the Board member within the third degree of consanguinity or affinity. Upon such a conflict arising after the appointment of a member, the conflicted Board member shall notify the clerk of the BFC. If the conflicted member is unable or unwilling to resolve the conflict within thirty (30) days of such notice, a vacancy shall be deemed to exist upon the thirtieth day following notice. Conflict of interest is governed by the Code of Ethical Standards in NRS 281.400 et seq as applicable and amended.
- P. The Clark County Fire Chief may submit operational, personnel, or programmatic recommendations directly to the Board for consideration. Such recommendations may include staffing structures, station readiness, training initiatives or other matters impacting the effective delivery of fire protection and emergency medical services within the District.

Article 5.

MEETINGS AND ELECTIONS

- A. The Board may hold regular monthly meetings on the same day at the same time each month, but the Board must hold at least one meeting each quarter. The day and time of the meetings for the coming year will be decided at the February meeting. All meetings shall be properly posted in accordance with the Nevada Open Meeting Law, NRS Chapter 241, and shall be open to the public. Meeting notices shall be posted at the Overton Post Office, Logandale Post Office, and Moapa Post Office, as well as at each member fire station and the official website of the State of Nevada required by NRS 241.020(3)(b).
- B. Special meetings of the Board may be held at the call of the Chair, or at the request of the BFC, and shall be properly posted as provided in Article 3(A). Notice of regular and special meetings will include the time, place, and agenda. The agenda will be posted in accordance with the applicable open meeting laws. In case of an emergency meeting in accordance with the open meeting laws, notice will be provided as is reasonable under the circumstances, but no less than six hours prior to the meeting.

- C. A quorum shall be a simple majority of the appointed members.
- D. In accordance with the Nevada Open Meeting Law, the proceedings of all official meetings are to be recorded and retained in a secure area at the Logandale Station.
- E. Three members of the Board shall constitute a quorum and must be present in order to perform any official business of the Board.
- F. The Board members are permitted to attend board meetings via teleconference.
- G. The Board, at their first meeting of the year, shall nominate and elect a Chair and Vice Chair to serve a maximum of two (2) years in a four (4) year period.
- H. Voting will be in public with the Chair voting last.
- I. The Board shall take action by motion.
- J. A tie vote will result in a denial of the motion. If a motion is denied, another motion may be made.
- K. Minutes of the meeting shall be kept in accordance with the open meeting law.

Article 6.

DUTIES OF THE DISTRICT FIRE CHIEF AND BOARD OFFICERS

- A. The District Fire Chief shall:
 - Coordinate the duties of the Moapa, Logandale, and Overton Volunteers.
 - Serve as the operational representative of the District under the direction of the Clark County Fire Chief.
 - Inspect each fire station and equipment on a monthly basis.
 - Preside at monthly station meetings.
 - Ascertain and authorize emergency repairs to District equipment, subject to coordination with and any applicable policies of the Clark County Fire Department.
 - Assist in the implementation of fire protection and emergency medical services within the District, under the operational direction of the Clark County Fire Chief.
 - Assist individual stations and EMT units in complying with all applicable Clark County Codes, Clark County Fire Department boundaries, rules and regulations and

protocols, Southern Nevada Health District regulations and State Fire Marshall rules and regulations.

- Review and recommend approval or release of volunteer firefighter personnel, subject final validation or coordination with the Clark County Fire Department.
- Support emergency coordination activities within the District in collaboration with the Clark County Office of Emergency Management and under the County Fire Chief's direction.
- Perform other duties as specified by the BFC or as assigned by the County Fire Chief, consistent with the 2025 Interlocal Agreement.

B. The Chair shall:

- Sit on the Board, make motions, and exercise full voting rights.
- Participate and vote at monthly and Special Board meetings.
- Preside at monthly station meetings when the Fire Chief is unavailable.
- Be responsible for preparing the agenda for all regular and special meetings of the Board, in consultation with the BFC Chair and the District Fire Chief, and, when appropriate, the Clark County Fire Chief or their designee. The Chair shall ensure the agenda is finalized and transmitted in a timely manner for posting in compliance with the Nevada Open Meeting Law.

C. The Vice Chair shall:

- Assist the Chair in his or her duties.
- Perform as acting Chair when the Chair is unavailable.
- Preside at monthly station meetings when the Fire Chief or Chair are unavailable.
- Participate and vote at monthly and Special Board meetings.

Article 7.

VOLUNTEER FIRE DEPARTMENTS

- A. The Moapa Valley Fire District shall be comprised of 3 volunteer fire stations located in the district, as defined in Clark County Code 3.20. Fire apparatus shall be located at all three station locations. The number of apparatuses shall be determined by the Board in accordance with the Capital Improvement Budget approved by the BFC.
- B. The fire stations and apparatus shall be staffed by volunteer emergency responders who reside within the fire protection district. All members must be at least 18 years of age.

- C. The BFC will appoint a District Fire Chief. The District Fire Chief must live within the geographical area of the District. The District Fire Chief shall coordinate District fire operations with the Clark County Fire Chief or his/her designee. Appointments of Battalion Chiefs shall be coordinated with the Clark County Fire Chief to ensure operational consistency and qualifications align with County standards.
- D. The District Fire Chief or designee shall facilitate training to improve the safety and efficiency of all volunteers in the stations. The training shall be sufficient to comply with National Fire Protection Association Standards, State Fire Marshall requirements and Southern Nevada Health District standards and regulations. Volunteers who fail to perform his or her duties may be removed by the District Fire Chief.
- E. The District Fire Chief or designee may develop Rules and Regulations and/or Standard Operating Procedures for the safe and effective operation of the stations. However, all rules and standard operating procedures developed by the District Fire Chief must be consistent with the operational directives, policies, and standards established by the Clark County Fire Chief.
- F. If Battalion Chiefs are appointed, they must live within the geographical area of their assigned station.
- G. Each volunteer station Battalion Chief shall appoint his/her own station officers: These may include Station Captains, Station Secretary, EMS Coordinator, and Assistant EMS Coordinator. The Battalion Chief shall preside over station meetings and conduct all activities related to the operation of the station. Battalion Chiefs shall be responsible for holding a minimum of one station staff meeting per month.
- H. The Battalion Chief shall be responsible for submitting recommendations for their respective station's Operating and Capital Improvement Budgets to the District Fire Chief. The budget recommendations are to be submitted to the Board on or before December 31, each year.
- I. All volunteers shall be responsible for the safe operation and maintenance of apparatus and equipment, as well as routine maintenance and upkeep of the facility. Each station will be responsible for assigning equipment and keep records of serial numbers.
- J. Each station shall operate in accordance with District By-Laws, Department Standard Operating Procedures and/or Rules and Regulations approved by the District Fire Chief and/or the Board.

Article 8.

FISCAL REQUIREMENTS

A. All operating expenses for the District shall be coded in the general ledger and charged to the Operating Budget, Fund F2920, Cost Center 1200350000.

B. Whenever a volunteer responds to an emergency call, the volunteer shall receive a stipend as follows:

Firefighter	\$10.00/call or event
Emergency Medical Technician	\$15.00/call or event
Advance Emergency Medical Technician	\$20.00/call or event
Paramedic	\$30.00/call or event

C. In order to receive the stipend as noted above a station member must have been:

1. Scheduled to be on call at the time of the incident, or
2. Been requested to respond by an on-scene unit requesting assistance, or
3. Be responding to a fire call; or
4. Unscheduled Members who were requested to assist must reach their assigned station and ride with the crew in order to receive the stipend; or
5. The member is a Paramedic responding to a Charlie, Delta or Echo level call.

D. All volunteers shall be compensated \$20.00 for each training session they attend each month up to a maximum of three (3) training sessions.

E. The Battalion Chief or designee of a station shall be responsible for keeping an accurate record of attendance at the regular monthly meetings, training sessions and all emergency calls. The record of attendance is to be submitted monthly to the District Fire Chief for approval. The signed document will be forwarded to the Station secretary for submission to Clark County Fire Department Accounts Payment staff located at Fire Station 18 for payment. The Station secretary will timely transmit the report with backup materials to Accounts Payable for processing. Funds shall be credited directly to the District's account. Records of all expenditures of the funds shall be properly maintained.

F. Records of all funds deposited, the source of the funds, and the expenditures of the funds shall be maintained by the station Secretary.

- G. Station funds may be derived from local donations or by other means. Any donations exceeding \$1,000 require BFC approval prior to acceptance. Donations less than a \$1,000 shall be reported to the BFC quarterly. The Assistant Fire Chief shall maintain a roster and provide it to the Fire Chief of donations.

Article 9.

RECORDS

- A. Records maintained by the Board and District are subject to the Nevada Public Record Act in accordance with Chapter 239 of Nevada Revised Statutes. Permanent records of the District shall be kept by the District Fire Chief in a secure area located at the Logandale Station.

Article 10.

PARLIAMENTARY AUTHORITY

Robert's Rules of Order (Newly Revised) 10th edition, or its successor edition, shall be used when applicable and when not inconsistent with these By-laws.

Article 11.

AMENDMENTS

- A. These bylaws may only be amended with the approval of the BFC. Any amendments adopted by the Board shall not become effective unless and until they are formally approved by the BFC at a public meeting.
- B. The BFC may also amend the By-laws at any meeting by a vote of the majority of the entire membership of the BFC provided ten days' written notice has been given to each BFC member.

Article 12.

RELATIONSHIP TO INTERLOCAL AGREEMENT WITH CLARK COUNTY

The Moapa Valley Fire Protection District operates pursuant to the Interlocal Agreement the Clark County Fire Department (“County”) and the Moapa Valley Fire Protection District dated _____. That agreement governs the provision of administrative support, operational oversight, and emergency services by the Clark County Fire Department. These bylaws shall be interpreted and applied in a manner consistent with that Interlocal Agreement. In the event of a conflict between these bylaws and the Interlocal Agreement, the provisions of the Interlocal Agreement shall prevail.