



**To:** Board of Directors  
**From:** Michael Schwartz, Fire Chief  
**Date:** March 10, 2020  
**Subject:** Fire Services Management Agreement Evaluation

**Background:**

Meeks Bay Fire Protection District entered into an agreement for Fire Services Management and Related Services (the Agreement) with North Tahoe Fire Protection District in April of 2014. The initial term of this agreement was April 5, 2014 to June 30, 2016. The agreement has automatically renewed each successive year.

The Meeks Bay Fire board is responsible for conducting an evaluation of the services provided by North Tahoe Fire on a regular basis. Attached is an evaluation, which has been revised as previously requested, to refer to the management provided by North Tahoe Fire (the agency) as opposed to a person or people.

**Recommendation:**

Each board member complete the form and return it to Office Manager Crawford, to then be compiled and presented to this and North Tahoe Fire's board.



# Performance Evaluation Report

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**NAME:** North Tahoe Fire Protection District

**ASSIGNMENT:** Management Service

**REPORT PERIOD:** Calendar Year 2019

**REPORT DATE:**

**EVALUATED BY:** Meeks Bay Fire Board of Directors

**INSTRUCTIONS:** To determine North Tahoe Fire's performance level, place a numerical value after each category being rated, using the listed values as indicated:

1. Unsatisfactory
2. Improvement Needed
3. Satisfactory
4. Above Average
5. Excellent
6. Blank, but explain if not rated in a particular category

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**RESPONSIBILITY FOR GENERAL AND SPECIALIZED JOB KNOWLEDGE:** \_\_\_\_\_

North Tahoe Fire provides sufficient general and specialized knowledge required for this service.

**Explain:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESPONSIBILITY FOR EQUIPMENT, MATERIALS AND RECORDS:** \_\_\_\_\_

North Tahoe Fire provides sufficient aptitude to accept responsibility for, and control the cost of, equipment, materials and records for Meeks Bay Fire.

**Explain:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROBLEM SOLVING ABILITY:** \_\_\_\_\_

North Tahoe Fire sufficiently understands and responds to new ideas or changes requested by the Board of Directors.

**Explain:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESPONSIBILITY FOR PERFORMANCE OF STAFF:** \_\_\_\_\_

North Tahoe Fire provides sufficient aptitude to accept responsibility for efficiently planning, organizing, directing and controlling the work of Meeks Bay Staff.

**Explain:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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# Performance Evaluation Report

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**ABILITY TO RELATE TO STAFF:** \_\_\_\_\_

North Tahoe Fire provides sufficient aptitude to work with and properly influence Meeks Bay Staff.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ABILITY TO COMMUNICATE:** \_\_\_\_\_

North Tahoe Fire sufficiently provides required and necessary information to the Board of Directors.

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RESPONSIBILITY FOR SAFETY:** \_\_\_\_\_

North Tahoe Fire provides sufficient aptitude to accept responsibility for the safety of the District and the safety of others?

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOLERANCE :** \_\_\_\_\_

North Tahoe Fire sufficiently understands and responds to the elements of this job which may be disagreeable?

Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Rater: \_\_\_\_\_

Date: \_\_\_\_\_

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