

Tahoe Douglas Fire Protection District
Board of Trustees
Notice of Public Meeting

The District is actively monitoring and managing the COVID-19 level of risk to our community and our first responders. For the protection of our residents and our employees, the District has closed access to our Administrative Office and will be conducting its Board of Trustees meetings electronically until further notice. In adherence to Governor Sisolak's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

*The public may submit **public comments** before a Board meeting **by email** to comments@tahofire.com. Please include the meeting date, your full name and address in the subject line of your email or your comments may not be read. If complete, your comments will be read aloud to the Board during the public comment portion of the meeting.*

*The public may submit **public comments** before a Board meeting **by mail** to Box 919, Zephyr Cove, Nevada 89448. However, all written public comments must be received prior to the date of the meeting if the comments are to be read during the public comment portion of the meeting.*

*The public may submit **public comments** before a Board meeting **by phone** to the Board Secretary Mikayla Warner, at 775-588-3591 to be read during the public comment portion of the meeting. All phone public comments must be received no later than 9am the day prior to the meeting if the comments are to be read during the public comment portion of the meeting.*

The public may also join the meeting from a computer, tablet or smartphone before the public comment portion of the meeting and be heard during the public comment portion of the meeting.

Members of the public may listen into the meeting by calling into:

<p>TDFPD Conference RM 2 Please join the meeting from your computer, tablet or smartphone. https://www.gotomeet.me/tahofire/tdfpd-conference-rm-2</p> <p>You can also dial in using your phone: United States: +1 (872) 240-3412</p> <p>Access Code: 176-039-845</p>
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The Conference line will be open by 2:15pm for public access.

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Tahoe Douglas Fire Protection District hereby notifies all interested parties that the Board of Trustees will conduct business of the District as noted below.

- I. The Board of Trustees will meet **Tuesday, November 10, 2020.**
- II. The meeting will be held **at 2:30 p.m.**

Below is an agenda of all items scheduled to be considered at this meeting. Unless otherwise stated, items may be taken out of the order, may be combined as two or more agenda items for consideration, and may be removed from the agenda or discussion may be delayed at any time at the discretion of the chairperson.

1. **Call to order.**
2. **Pledge of Allegiance.**
3. **Roll call.**
4. **Approval of agenda.**
5. **Public Comment:** This portion of the meeting is open to the public to speak on all matters on the agenda and within the jurisdiction and control of the Tahoe-Douglas Fire Protection District Board of Trustees. Public comment will be limited to three minutes per person. The Open Meeting Law does not expressly prohibit responses to public comments by Trustees. However, responses from Trustees to issues raised in public comment could become deliberative on a matter and without notice to the public. To ensure that the public has notice of all matters the Trustees may discuss and on the advice of legal counsel, the Trustees may choose not to respond to public comment except to correct factual inaccuracies, to request that staff look into the matter or to ask that the issue be placed on a future agenda. Public comment of three minutes per person will be heard on individual action items on the agenda. If a person involved with a project intends to submit additional documentation to the Board in support of that project it is requested that they bring a minimum of 10 copies.
6. **Board of Trustee Comments.**
7. ***For Possible Action:*** **Approval of Consent Calendar:** Items appearing on the Consent Calendar are action items generally heard without discussion and adopted with one vote for the entire calendar. Trustees or members of the public may have any consent item pulled and placed on the Administrative Agenda so that the item may be heard and receive public comment. Members of the public requesting that item(s) be pulled shall do so during the Public Comment segment at the beginning of the meeting.
Items:
 - a. Board Meeting Minutes 10/13/2020
 - b. Monthly Expenditures
 - c. Job Descriptions – Fire Chief, Assistant Chief, and Office Manager
8. ***For Discussion and Possible Action:*** **Consent items moved forward.**
9. ***Presentation:*** **Employee Recognition including an FPAN Award Presentation for Fire**

Marshal Eric Guevin

Sylvia Lee, Fire Prevention Association of Nevada (FPAN)

Michelle Turner, Belfor Property Restoration

Jeff Donahue, Retired Fire Marshal

10. ***Presentation:*** **Presentation of the *idtPlans* software for electronic plan review adopted by the Fire Prevention Bureau.**
Fire Marshal Eric Guevin and Prevention Captain Todd Stroup
11. ***For Discussion and Possible Action::*** **Discussion and possible action to approve an application for a POOL/PACT grant to purchase new exercise equipment for five stations totaling \$35,000 which, if approved, requires a 25% in matching funds in the amount of \$8,750 and moving up the capital expenditure timeline to take advantage of pricing.**
Battalion Chief Chris Lucas
12. ***For Discussion and Possible Action:*** **Discussion and possible approval of Resolution #12-2020 which designates five (5) Chief Officers the authority to sign a Transfer of Authorization “Delegation of Authority” on behalf of the Tahoe Douglas Fire Protection District in the event of a major wildfire/urban interface fire event or other disaster within the Fire District jurisdiction.**
Fire Chief Scott Baker
13. ***For Discussion and Possible Action:*** **Discussion and possible approval of Resolution #13-2020 which designates five (5) Chief Officers authority to enter into a Cost Share Agreement on behalf of Tahoe Douglas Fire Protection District in the event of major wildfire/urban interface fire event or other disaster within the Fire District jurisdiction.**
Fire Chief Scott Baker
14. ***For Discussion and Possible Action:*** **Discussion and possible approval of Resolution #14-2020 which designates two (2) Chief Officers the authority to sign an Authorization Request for “Declaration of Emergency”.**
Fire Chief Scott Baker
15. ***For Discussion and Possible Action:*** **Discussion and possible approval of salary ranges for the positions of Fire Chief, Assistant Chief and Office Manager.**
Fire Chief Scott Baker
16. ***Discussion and Possible Action:*** **Discussion and possible action regarding an update on the recruitment process and approval to extend a conditional job offer for the position of Fire Chief to one of the following finalists – Bryce Cranch, Scott Lindgren and Steve McNamara.**
Chairman Greg Felton and Fire Chief Scott Baker

17. Report Item: Review of Monthly Fire District Activities.
Fire Chief Scott Baker

Public Comment.

Discussion: Confirm next meeting, with a proposed date of Tuesday, December 08, 2020 with a start time of 2:30 p.m. and possible agenda items.
Adjourn.

Closed Session: Per NRS 288.220, this portion is closed to the public, as the Board of Trustees will be discussing a personnel matter.

This notice and agenda has been posted on or before 9:00 a.m. on **Thursday, 11/05/2020** in compliance with NRS 241.020. Copies of the agenda have been posted at Round Hill Fire Station #23 – 193 Elks Point Road, Glenbrook Post Office, Round Hill Post Office, Stateline Post Office, on the Tahoe Douglas website at www.tahoefire.org under Fire Board Meeting Agendas/Minutes, and the State of Nevada website at <https://notice.nv.gov>.

I HEREBY CERTIFY that the above-mentioned information is true and correct to the best of my knowledge and complies with the provisions of NRS 241 and the laws of the State of Nevada. I also certify that this notice has been posted at least three working days prior to the convening of the meeting.

Mikayla Warner
Fire Board Secretary

Special Note: If you have an impairment and wish to attend a meeting, please call our administrative offices at 775-588-3591, 24-hours in advance of the meeting. We will endeavor to arrange appropriate accommodations.