

TAHOE DOUGLAS FIRE PREVENTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**June 17, 2016**

**Those Present:**

Chairman Greg Felton  
Vice Chairman Bill Kirschner  
Trustee Kevin Kjer  
Trustee Larry Schussel  
Trustee Steve Seibel  
Fire Chief Ben Sharit  
Assistant Chief Scott Baker  
Legal Counsel Devon Reese  
Battalion Chief Todd Moss  
Battalion Chief Rich Nalder

Fire Marshal Eric Guevin  
Fire Inspector Todd Stroup  
Captain Brian Zabel  
Captain Chuck Salerno  
Engineer Nathan Johnson  
Engineer Steve Prather  
Forester John Pickett  
Crew Supervisor Keegan Schafer  
Office Manager Kate Warner  
Administrative Assistant Casey O'Neill  
Guest Ann Grant

**1. Call to Order**

Meeting was called to order at 2:30 p.m.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Legal Counsel Devon Reese.

**3. Roll Call**

Chairman Felton, Vice Chairman Kirschner, Trustee Kjer, Trustee Schussel and Trustee Seibel were present. A quorum was present.

**4. Approval of the Agenda**

Vice Chairman Kirschner motioned to approve the agenda. Trustee Seibel seconded the motion. Motion approved 5-0.

**5. Public Comment**

Forester Pickett introduced two new contracted TDFPD employees, Lead Forestry Technician Mahsa Sadeghpour and Forestry Technician Chris Prevel. They will be working this summer on a USFS planning grant to complete an environmental analysis of government lands on the Nevada side of the Tahoe Basin and to collect field data of what forest fuels are present,

quantifying this and using fire models to predict current fire behavior and to maintain community safety.

On behalf of the Tahoe CERT Team, Ann Grant thanked Inspector Stroup for his time presenting the crowd control class and Firefighter/Paramedics Wade and Koeck for demonstrating how to use the Israeli bandage and the SWAT tourniquet at the CERT meeting the other night.

**6. Approval of the Consent Calendar.**

Items:

- a. Approval of Minutes 05/25/16
- b. Monthly Expenditures

Trustee Schussel motioned to approve the Consent Calendar items as presented. Vice Chairman Kirschner seconded the motion. No discussion. Motion approved 5-0.

**7. For Possible Action: Consent items moved forward**

None.

**8. For Possible Action: Employee Recognition  
Fire Chief Ben Sharit**

Chief Sharit presented the ten years of service award to Engineer Steve Prather.

**9. For Possible Action: Discussion and possible approval of renewal proposal for commercial and workers compensation insurance from Nevada Public Agency Insurance Pool (POOL) and approval for payment in the amount of \$61,363 from FY 2016-17 funds; approximately 7% lower than last year.  
Alan Reed, C.I.C., Warren Reed Insurance  
Wayne Carlson, Executive Director, NPAIC**

C.I.C. Alan Reed opened by wishing Chief Sharit the best in his retirement. It has been a privilege to work with him over the years.

Reed attended the Executive Committee POOL/PACT meetings in April and is here today to discuss developments regarding membership renewal pricing. One addition to the policy is the Blanket Pollution Legal Liability with a two million dollar limit per member and deductible of \$25,000. There is no charge for the additional coverage. Over the years, the POOL has grown and become more financially stable enabling them to supplement the program with additional coverage, such as Cyber Liability and now Pollution Liability.

Chairman Felton asked if there is any responsibility or liability for retardants that are being used by the fire district.

Reed stated that he believes this was brought up a few years ago regarding foam that was being used and determined that it was a non-pollutant. If there is a pollutant found, there is coverage, but only for new conditions.

Additionally, Reed stated that the POOL has come a long way since its birth in the mid-eighties. During a time when it was difficult to attain insurance for public entities, Executive Director Wayne Carlson went to the Nevada Legislature to approve inter-local agreements and set up the Nevada Public Agency Insurance Pool from scratch. Today, the net assets of the POOL companies are at about \$150 million dollars. This is a tremendous tribute to Carlson and TDFPD in terms of building the organization and creating a financially sound, quasi-public entity. This allows the POOL to self-insure and present their own funding for the first \$200,000 in losses, which ultimately makes it easier to negotiate pricing in the market place. On top of this, the company Public Risk Mutual (PRM), created for the membership of the POOL, provides the next \$300,000 in coverage. So, the POOL and PRM are now self-insured up to \$500,000 on the property side.

For the property insurance, they will go to various syndicated insurance providers such as Lloyds of London, to negotiate the renewal each year while staying competitive with the rates from the previous year. Syndicate "A", for example, may take the first 25% of losses over \$500,000, and then the POOL agencies will fill the remaining blocks with more syndicate participation. This all attributes to the financial stability of the POOL and its agencies. There is not just one carrier, but a number of carriers involved, making it easier for stability in the long term.

Furthermore, Reed pointed out that the premiums have become more stable each year. The annual premiums for TDFPD have decreased from \$66,233.98 in 2015/2016 to \$61,363.24 in 2016/2017, which is a 7% rate decrease with respect to the claims that have taken place within the POOL.

Reed also referenced the amount of property insurance that the POOL provides to the members; it increased from about \$4 billion dollars of property coverage in 2005 to \$7 billion dollars in the current year. The premiums continue to remain stable, which again, is a testament for the way the organization is run and what the membership does to keep losses at a minimum or preventing losses from occurring.

The POOL is also subject to accountability reviews from the Association of Governmental Risk and Insurance Pools (AGRIP). They look at the POOL every year in terms of compliance ensuring they are in concurrence with the generally accepted guidelines for all the POOL organizations. There are about four hundred risk POOLS across the United States. Reed reminded the board that the grant control program is always available to its members as the POOL believes in giving

back. In 2015/2016, The POOL gave out about \$278,000 in grants for various loss prevention objectives met, as well as, for attending different conferences to help reduce and prevent losses.

Furthermore, losses have been decreasing in both frequency and severity. From the past year, frequencies of losses have gone down from 450 losses to about 310 losses. And severity consistently trends downward each year; in 2010 there were seven million in claims compared to 2.7 million in 2015.

Finally, Reed pointed out that since the POOL Policy document was published, the Zephyr Crew building (Station 22) has been added to the schedule of coverage for properties and is now insured for \$800,000.

Executive Director Wayne Carlson added that the POOL's coverage enhancements increased the coverage for flood Zone A from 15 million to 25 million due to concentration of the properties in these zones. When Carlson first started with the POOL, they did not have flood or earthquake coverage, but added this due to the specific needs of the group. For example, the Seismological Laboratory has proven that a Tsunami could happen in Lake Tahoe and with this knowledge, can seek out the best kind of coverage.

Furthermore, Carlson informed the board that this year Chief Sharit applied for voting privileges for the fire district. This has always been available to us, but never applied for in the past. The voting status is equal to any county, city, school or special district and enables the district to have a person able to run for a committee or board if something opens up.

He added that Worker's Compensation rates reduced by 3%, and post-employment liability, reduced rates by 17%, which is a large savings especially for public safety agencies. The POOL/PACT board was willing to do this because the funds were aggressively built up in order to manage the long term risks.

Carlson stated that TDFPD also should have received Human Injury Lifting Tools (HILTS) provided by POOL/PACT in order to move heavier patients and prevent back injuries. This is especially helpful when only one or two paramedics are available to move a patient.

Trustee Schussel asked in the event of a lake tsunami, would the district stations be covered by earthquake or flood insurance.

Carlson stated that it would be covered under the earthquake policy.

Chief Sharit added that out of the four stations, only Station 21 on Kingsbury Grade would be safe from a lake tsunami.

Chairman Felton asked if there is any part of the district that is considered a flood zone.

Carlson answered Zone A is the only area that is considered a flood zone, but does not believe there are any in the Lake Tahoe Basin.

Chairman Felton wanted to confirm that the crew building has been added to the schedule of coverage with no change to the rate.

Reed stated that they discovered that the crew building was not listed on the schedule after the renewal document was brought to fire district's office. They adjusted for this right away, but were unable to get an updated schedule in the present document.

Chairman Felton asked about the replacement costs listed for the vehicles and equipment. He imagines it would cost more to replace the equipment than the cost listed in the document. Are we limited by what it says on the document or by the actual replacement cost?

Carlson stated that an appraisal firm came to all the POOL members and appraised all the different locations, however even if the appraisal is off, the district is still guaranteed to get the full replacement cost.

Chairman Felton asked about the administrative processes for becoming a voting member.

Reed stated that yes; there are some size qualifications where the entity must be a certain size.

Carlson added that some of the special districts in the POOL were too small and did not have much interest in the first place, but, for those who had an interest, they decided to create minimum qualifications.

Chairman Felton stated that he is pleased to see the rates went down again for TDFPD. Then, he asked, in absolute terms, how the TDFPD rates compare to a similar agency.

Carlson replied that there would be differences in the rates for each agency based on the size of payroll, property values, high value equipment and replacement costs on fire equipment. There would be some variation compared to other similar agencies.

Chairman Felton asked if they had anymore recommendations to keep the rates low for TDFPD.

Reed stated that he does not think so. Part of the POOL/PACT service is to make sure we are at the right limits based on appraisals regarding property. Vehicles are modeled coverage, possibly based on the cost of a new fire engine or modeled in comparison to other vehicles of the same age and the rates reflect this. But, overall he thinks they are sound.

Carlson also mentioned that Chief Sharit served on the Human Resources Oversight Committee for POOL/PACT and was a great contributor and resource.

Trustee Seibel motioned to approve the action item. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

- 10. For Possible Action:** **Discussion and possible approval of Resolution #05-2016 Budget Augmentation – General Fund in the amount of \$600,000 increasing the budget from \$6,836,826 to \$7,436,826 for additional unanticipated resources.**  
Fire Chief Ben Sharit

Chief Sharit stated that the budget augmentations are based primarily on the ending fund balance identified in the district's audit versus the beginning fund balance identified in the budget. The adjustments were made to ensure that there are no discrepancies with expenditures or revenues at the close of the fiscal year on June 30, 2016.

Chairman Felton called for a motion on the next four action items regarding the budget augmentations for the General, Health Insurance, Fire Safe Community and Capital Projects Funds.

Vice Chairman Kirschner motioned to approve the action item. Trustee Seibel seconded the motion. No discussion. Motion approved 5-0.

- 11. For Possible Action:** **Discussion and possible approval of Resolution #06-2016 Budget Augmentation – Health Insurance Fund in the amount of \$1,027,236 increasing the budget from \$2,949,409 to \$3,971,645 for additional unanticipated resources.**  
Fire Chief Ben Sharit

Trustee Schussel motioned to approve the action item. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

- 12. For Possible Action:** **Discussion and possible approval of Resolution #07-2016 Budget Augmentation - Fire Safe Community Fund in the amount of \$543,293 increasing the budget from \$1,655,661 to \$2,198,954 for additional unanticipated resources.**  
Fire Chief Ben Sharit

Trustee Kjer motioned to approve the action item. Vice Chairman Kirschner seconded the motion. No discussion. Motion approved 5-0.

- 13. For Possible Action:** **Discussion and possible approval of Resolution #08-2016 Budget Augmentation – Capital Projects Fund in the amount of \$53,024 increasing the budget from \$135,000 to \$188,024 for additional unanticipated resources.**  
Fire Chief Ben Sharit

Trustee Seibel motioned to approve the action item. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

- 14. For Possible Action:** **Review and possible ratification of Collective Bargaining Agreement pursuant to NRS 288.153 with Local #2441 International Association of Firefighters – Tahoe Douglas for fiscal years 2016-19.**  
Fire Chief Ben Sharit  
Union President Nathan Johnson

Chief Sharit stated that this is a solid proposal that was worked on with the Local 2441 negotiations team for several months. It was encouraging to witness the hard work from Assistant Chief Baker and the negotiations team. They came together to find a common ground and he fully supports the ratification of the contract today.

Union President Johnson thanked Chief Sharit and Chief Baker and the team, which included Engineer Darr, Engineer Morgan, Firefighter/PM Vandover, Engineer Crebs and Captain Zabel for all their work on the contract. They did an excellent job and appreciated their time throughout the process.

Trustee Seibel thanked everyone who was involved in the process. It seems as though it went very smoothly and he is comfortable with the results.

Trustee Kjer concurred, the process this time around was on a higher level than in the past.

Chief Sharit added that the financial impact of the contract is well within the budgeted expenditures for fiscal year 2016/2017.

Trustee Schussel motioned to approve the action item. Vice Chairman Kirschner seconded the motion.

Chairman Felton stated that he appreciates the fact that the conclusions on the agreements being reached were well justified, and it seemed like it was a much more cooperative process than in the past. Thank you to all involved.

Motion approved 5-0.





Vice Chairman Kirschner motioned that the meeting be adjourned. Trustee Seibel seconded the motion. Motion approved 5-0.

**Closed Session: Not needed at this meeting.**

This meeting was recorded on audio tape.

**Casey O'Neill  
Board Secretary  
Tahoe Douglas Fire Protection District**

APPROVED