

TAHOE DOUGLAS FIRE PREVENTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**August 28, 2019**

**Those Present:**

Chairman Kevin Kjer  
Vice Chairman Larry Schussel  
Trustee Greg Felton  
Trustee Ann Grant  
Trustee Bill Kirschner  
Legal Counsel Jason Guinasso  
Fire Chief Scott Baker  
Assistant Chief Jim Antti  
Battalion Chief Todd Moss  
Battalion Chief Bryce Cranch  
Crew Foreman Matt Fogarty  
Fire Marshal Eric Guevin  
Prevention Fire Captain Todd Stroup

Fire Inspector Kris Rowlett  
Accounting Specialist Carrie Nolting  
Office Manager Kate Warner  
Captain Chuck Salerno  
Engineer Ryan Sanders  
Engineer Mark Norwood  
Firefighter/Paramedic James Ward  
Firefighter/Paramedic Juan Serrano  
Rowlett Family

**1. Call to Order.**

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

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Trustee Kirschner.

**3. Roll Call.**

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

**4. Approval of the Agenda.**

Trustee Kirschner motioned to approve the agenda. Trustee Grant seconded the motion. Motion approved 5-0.

**5. Public Comment.** None.

**6. Board Trustee Comment.**

Trustee Grant thanked Chief Moss for providing radio training and SCBA tank refilling review for CERT members and FM Guevin for speaking at the Skyland *Wilder then Wild* showing to approximately 25 residents.

Trustee Felton welcomed Troy, Tristan, Ezra and Baylen Rowlett, young guests (Rowletts).

Trustee Kjer – Attended the Community Fundraiser for the Wildland Firefighter Foundation; and said it was a nice event and he thanked everyone involved.

**7. Approval of the Consent Calendar.**

Items:

- a. Approval of Board Meeting Minutes 07/24/19
- b. Monthly Expenditures
- c. Financials – 03/31/19, 04/30/19 & 05/31/19
- d. PEPB Other Postemployment Benefits of TDFPD GASB 75 Actuarial Report for Fiscal Year Ending June 30, 2019
- e. GASB 75 Accounting Valuation Report for Fiscal Year Ending June 30, 2019- District Plan
- f. Job Description - Mechanic
- g. Job Description - Office Assistant/Fire Board Secretary

Trustee Grant motioned to approve the Consent Calendar with noted typo corrections. Trustee Kirschner seconded the motion. Trustee Felton commented that those seven items had a tremendous amount of effort behind them, and thanked the employees who made those items happen. Motion approved 5-0.

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

None.

**9. Presentation: Employee Recognition.**  
Fire Chief Scott Baker

Pinning

Fire Inspector Kris Rowlett, who had been introduced to the Board at the July Meeting, was pinned by his wife, Kelly. Witnessing his pinning were his mother Debbie and sons.

Acknowledged

Prevention Captain Todd Stroup – 6 years of Service

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

Lead off by thanking the employees for their work on retirements, audits, and testing. Our fire department is hard at work; thanks and appreciation to all the employees here.

Operations

The BC exam required a long list of personnel to make it happen. Five candidates-Brady, Lucas, Prather, Salerno and Spry-all did a great job. Mechanic Gemmet retired with a “low key” BBQ luncheon.

Fire Prevention Bureau

FM Guevin presented at Lake Village evacuation training. FI Rowlett hit the ground running. Thanks to everyone in fire prevention for Kris’ training and supporting the many events in the district. Fire Prevention has a long list of permitting for events. FM Guevin received a special acknowledgement from the NFPA for his Division’s work with VHR program.

Discussions continue with the coast guard for water works, with USFS regarding the public safety pier, and with our Legislators for grant funding and water infrastructure. Nine grants open, and SNPLIMA 17 has been awarded so that work begins.

Training

Training was completed on forcible entry, M24 for both the pilots and boat hands, and protocols for EMS.

Community Calendar

Dates for the Pancake Breakfast, Retiree Luncheon, Blood Drive and FireFest as well as the Do Co BOCC meetings were reviewed.

We completed the FLSA, the CBA and the staff increases. Along those lines, the battalion chiefs are exempt employees, however, they work a lot outside that scope. Currently they work the extra shifts under straight time, but after looking into other agencies practices, we are moving towards time & a half pay for equity. A captain bumping up to work an overtime shift as a BC actually makes more money than a BC does.

Financial

Laddered CDs through Edward Jones are still in place. The fire threat is not as great as last year, so the laddered investment strategy is working for our needs.

Trustee Felton – Appreciated the opportunity to ride to the Lake Tahoe Summit on Marine 24. While at the event, he spoke with one of our legislators and found that she was well aware of the need for water infrastructure in our district. She promised to look into the need. SAR purchased the old M24 and he noted that the district employees have been very helpful with orientating SAR members to their new purchase.

Community Fundraiser – thanked supporters for the funds donated this year for the Wildland Firefighter Foundation. Supporters were Tahoe-Douglas Rotary, the fire district annual softball tournament (Zephyr Crew and Local 2441) and this community event, which raised \$2700.

**11. Report Item:**

**Division Reports**

Battalion Chief Bryce Cranch  
Fire Marshal Eric Guevin

Cranch

EMS Preparation for Disasters – earthquakes and wildland fire, hostile events and active shooter situations. What would our community do in a Multiple Causality Incident (MCI)? There are 10 hospitals in our region. As EMS professionals, we are trained for transportation and pre-hospital care, but what happens when the hospital is compromised? There is a Quad-county effort through the

Northern Nevada Healthcare Collation which conducts exercises twice a year. TDFPD is a member of this collation and participates in the training. Cranch explained one of the scenario's was to perform a surge test which simulates taxing an area infrastructure and practicing what should/can happen. A power shut off illustration was reviewed starting with an 8 day notice from the power company. It was an interesting exercise because in the Paradise Fire the hospital actually burned to the ground. The State of California and Barton Health were not in this drill, but TDFPD would be called upon to assist, in Nevada, with regional transports, manpower and IC support, if Quad-county districts were impacted by a disaster. Eldorado Emergency Management and Barton Health do have MCI plans which are very similar.

### Guevin

#### Preparation for Disasters - Emergency Contact Procedure

How would we get emergency information to our residents?

- Integrated Public Alert & Warning System (IPAWS) - a national system which can take over the cell phones and can geo-fence the affected area/region. IPAWS is challenging in our district due to the few cell phone towers and the system is vulnerable to power outages.
- Reverse 9-1-1- the public must sign up for this system which also can be set up for geographical control. A weakness of this system is that if the phone lines are failing, the system does not know that's happening and it continues to try to notify which bogs down the system. This happened in the Paradise Fire which delayed the 2<sup>nd</sup> and 3<sup>rd</sup> phases of notification.
- TV – Reno and Sacramento stations. EFF Emergency Manager has this responsibility.
- Radio Stations – KRLT 93.9 and KOWL 1490 are the primary sources for active information. KKOH AM 780 in Reno as well.
- Likely events in our fire district would be haz mat spills, wildland fires, severe winter weather and earthquakes.
- Social Media – Twitter & Instagram – initial information; Facebook – additional information.

12. **Public Comment:** None.

15. **Discussion:** **Confirm next meeting, with a proposed date of Wednesday, September 25 with a start time of 2:30 p.m. and possible agenda items.**

Meeting confirmed for Wednesday, September 25 at 2:30 pm.

Possible agenda items include:

- Board Officer Elections - consider moving to December on the calendar
- Monthly Meeting dates – to allow our attorney to attend, collective list of good and bad dates/times

**Adjourn.**

Chairman Kjer adjourned the meeting.

**Kate Warner**

**Board Secretary, Tahoe Douglas Fire Protection District**

APPROVED