

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
February 11, 2020

Those Present:

Chairman Greg Felton

Vice Chairman Larry Schussel (via phone)

Trustee Kevin Kjer

Trustee Ann Grant

Trustee Bill Kirschner

Legal Counsel Alex Velto

Fire Chief Scott Baker

1. Call to Order.

Meeting was called to order at 2:29 p.m.

2. Pledge of Allegiance.

Pledge of allegiance was led by Alex Velto.

3. Roll Call.

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

4. Approval of the Agenda.

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

5. Public Comment. None.

6. Board Trustee Comment.

Trustee Grant hosting CERT 24 initial training, and FM Guevin and FI Stroup for assistance with the fire extinguisher trainer equipment.

Trustee Kirschner noted Red Cross has a service to install FREE smoke detectors, call 775-954-1185.

7. Approval of the Consent Calendar.

Items:

- a. Board Meeting Minutes 01/14/2020
- b. Monthly Expenditures
- c. Financials – 09/30/19

Trustee Kjer motioned to approve the Consent Calendar as presented. Trustee Grant seconded the motion. Motion approved 5-0.

8. For Possible Action: Consent items moved forward. None.

9. Presentation: Employee Recognition
Fire Chief Scott Baker

Service Recognition:

Crew Foreman Matt Fogarty 6 Years of Service
Office Manager Kate Warner 10 Years of Service

Introduction – New Employees:

Chief Baker introduced new probationary FFPs Daniel Glover, Zebulon Jensen, Peter Keogan and Spencer Sloat and congratulated them on completing the fire academy and representing TDFPD well.

10. Presentation:
Wildland Fire & Fuels (WFF) - 2019 Fire Season review and 2020 Season planning and projections.
Keegan Schafer, Fuels Management Officer

FMO Schafer highlighted the 2019 fire season with the following Zephyr Crew Firsts:

- Launched the DSEs on the Collector App and completed over 600 inspections
- Completed fuels reduction work outside of the fire district
- Expanded the Curbside Chipping Program on the south shore – Lake Valley to Meeks Bay with 195 additional requests
- Taught the Wildland component of the LTCC Fire Academy as the lead instructors
- Raised \$13K for the Wildland Firefighter Foundation through Annual Softball Tournament with the largest number of participating teams to date
- Hosted regional classes
- Conducted prescribed burns in the wetlands in Glenbrook
- Used the Burn Crew - Winter Ops to clear hydrants for KGID
- Participated in the development the Strategic Plan
- Wildland Fire and Fuels Division established their own goals as part of the Strategic Plan
- Kept the quality projects, routinely offered, running smoothly with the unexpected loss of the Forester position

WFF Leadership Firsts:

- SNPLMA 14, Glenbrook and Tahoe Village grants – work completed
- Certified three - Fire Fighter 1s and five - Faller Bs
- Created the Fuels Management Officer position, and promoted new Supervisor and Foreman
- Took delivery of new crew buggies (3)

11. For Discussion and Possible Action:

Discussion and possible action to approve the sale of two (2) surplus Zephyr Crew trucks to the Tahoe Resource Conservation District (Tahoe RCD) for \$5,000.

Keegan Schafer, Fuels Management Officer

- FMO Schafer presented a recommendation to sell two surplus Zephyr Crew vehicles to the Tahoe RCD in “as is” condition at the discounted price of \$5,000 total.
- Partner agency California Tahoe Conservancy (CTC) will fund the purchase which will aid in Tahoe RCD’s efforts to expand their crews for the 2020 season. Tahoe RCD is a local government district that promotes conservation and stewardship of Tahoe’s natural resources and ultimately helps move the fuels reduction programs in the Basin.

Trustee Kirschner made a motion to approve the sale of two surplus Zephyr Crew trucks presented. Trustee Kjer seconded. Motion was approved 5-0.

12. For Discussion and Possible Action:

Discussion and possible action to approve the purchase a Fleet Mechanic Vehicle not to exceed \$175,000, a capital project budget item.

Todd Moss, Assistant Chief

- Chief Moss noted that as part of the new Mechanic’s assessment of the fire district fleet, he discovered the dire need for replacement of his own fleet service vehicle. Mechanic Dagenhart found a blown head gasket, and identified the need for both rear end and front end rebuilds; all costly repairs.
- A new replacement vehicle could be available in April which would be fully outfitted. Due to the potential for adversely affecting emergency operations, response, and safety, we are following NRS 332.122 (2) Exceptions to Requirements for Competitive Solicitations.
- The purchase is in the capital budget plan FY 2019-20, and \$150,000 was earmarked and whatever equipment can and will be transferred to the new vehicle. The proposed vehicle will provide safety features and equipment to aid a one person shop and facilitate the need to perform work out in the field.

Trustee Kirschner made a motion to approve the purchase of a Fleet Mechanic Vehicle as presented. Trustee Kjer seconded. Motion was approved 5-0.

13. Report Item:

Report on District Activities

Fire Chief Scott Baker

Highlights of the past month as presented in the board books:

- **Highlights** - completion of office repairs and fresh paint, assignment of probationary FFP to their shifts, initial budget workshops with Divisions, and progress on the TFFT operational MOUs, and USFS agreement. Chief Baker participated in a TV interview with USFS Chief Thayer,

transferred the LTRFCA Chairman and secretary responsibilities and will only handle the Treasurer responsibilities. It was noted that Division Reports will now include updates on goals and objectives. Captains demonstrating more leadership by taking ownership for their stations and crew training.

- **Operations** – Fleet Mechanic has proven to be an excellent hire, he is systematically working through the fleet needs
- **Fire Prevention** - Rowlett is consistently working through the demands of the VHRs and the fees are paying for the additional position; the demand for inspections is great, and the process is working well. Inspection appointments are typically available within a week.
- **Fuels** – Leadership has stepped into their new roles and planning for the season is underway
- **Administration** – the usual flurry of work

Operations: Chief Todd Moss

- Past month provided numerous high risk and low frequency calls to test crew skills.
- BC Prather continues to oversee the training efforts and has been working on the specs for a new BC vehicle.
- BC Cranch completed the EMS re-cert utilizing the new NV State on-line portal for registration of all EMS personnel.
- He extended a thank you to Chief Baker for his leadership and vision.
- Chief Moss has assumed the lead role on the Safety Pier project in an effort to move it forward. He coordinated a meeting with key partners, and met with USFS/ZC Lodge management regarding the possibility of expanding their dock and if so, what would their requirements be. A Nevada Department of Wildlife grant funding will be pursued.

Fire Prevention: Capital Todd Stroup

Prevention Captain Stroup reported that the annual business inspections are underway in the casino core; and the Bureau has partnered with State FM office on some items. Point & Pay credit card processing is up and running.

Wildland Fire & Fuels: FMO Keegan Schafer

No additional comments

Administrative: Office Manager Kate Warner

- Vitalant acknowledged that TDFPD's community blood drives have collected 250 gallons of blood since 2012, and continue to consistently host drives every two months in cooperation with WHS
- Working Group for Point and Pay credit card processing has completed its mission and the fire district now takes payments for plan review, VHR inspection, logo merchandise and record requests
- Office relocations, minor maintenance and fresh paint have been completed at ST23
- Technological advancements continue, as we recycle iPads for BOT meeting use
- New phone system installation continues

14. Presentation: Nevada Open Meeting Law

Alex Velto, Legal Counsel

Velto reviewed the purpose and requirements of Open Meeting Law during formal training.

Public Comment: None.

15. Confirm next meeting, with a proposed date of Tuesday, March 10, 2020 with a start time of 2:30 p.m. and possible agenda items.

Possible agenda items include:

None noted.

Adjourn.

Chairman Felton adjourned the meeting at 3:55pm.

Kate Warner

Board Secretary

Tahoe Douglas Fire Protection District

APPROVED