

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
September 08, 2020

Those Present:

Chairman Greg Felton
Vice Chairman Larry Schussel
Trustee Kevin Kjer
Trustee Ann Grant

Trustee Bill Kirschner
Legal Counsel Jason Guinasso
Fire Chief Scott Baker

1. Call to Order.

Meeting was called to order at 2:31p.m.

2. Pledge of Allegiance.

Pledge of allegiance was led by Captain Brandon Spry.

3. Roll Call.

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

4. Approval of the Agenda.

Chief Baker requested a change in the agenda to allow him to go last under District Division Reports. Trustee Kirschner made a motion to approve a flexible agenda. Trustee Grant seconded the motion. Motion approved 5-0.

5. Public Comment.

NONE.

6. Board Trustee Comment.

Trustee Grant announced that she sold her home in the Tahoe-Douglas District and will be resigning from the board as of October 1st.

Trustee Kirschner thanked all those who assisted with the certification by NV State EMS designating TDFPD as a training center.

7. Approval of the Consent Calendar.

Items:

- a. Board Meeting Minutes 08/11/2020
- b. Monthly Expenditures
- c. Financials - 04/30/2020, 05/31/2020
- d. Job Description – Firefighter/AEMT – Revised

Trustee Schussel motioned to approve the Consent Calendar as presented. Trustee Kirschner 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:

Firefighter/Paramedic Jenny Alustiza
Administrative Assistant Sakuna Rosas

10 Years of Service
1 Year of Service

10. **Report Item:**

Investment Options

Fire Chief Scott Baker

SUMMARY: At the August BOT meeting, Legal Counsel, Alex Velto had reviewed state law and determined that the District was not required to invest in Federal Deposit Insurance Corporation (FDIC) protected investments, though it was found to be prudent. The District' Edward Jones Investment Advisor, Jim Foster, confirmed the District could invest in other options like bonds but with increased risk as well as the restricted availability of funds without penalty.

East Fork Fire invests with the Local Government Investment (LGI) program with Douglas County; Chief Baker will research and report on the LGI option at a future meeting.

Discussion confirmed the Trustee's desire to be conservative and protect the District funds, to ensure availability for emergency situations without penalty for early withdrawal, and to locate an option that could keep up with inflation. No action will be taken at this time.

11. **Discussion and Possible Action:**

For Discussion and Possible Action to support the Fire Chief's plans to reset the insurance plan options and employer H.S.A contributions to 2016 benefit levels for the 2021 insurance renewal process.

Fire Chief Scott Baker

SUMMARY: Back in 2016, the District experienced an increase of 15% in cost for health insurance coverage. As per the CBA, the first 10% of the increase was carried by the District and the remaining 5% was passed on to the employees through reductions in their employer

Health Savings Accounts (H.S.A.) contributions. At that time, a 70/30 plan option was also offered through Hometown Health which was outside the CBA, and provided another option to employees who did not want the reduction in H.S.A.

Since then, that increase in premium costs has been recovered through tough negotiations with the carriers by our brokers, and continued education of the Insurance Advisory Committee, and our employees and retirees. The Insurance Advisory Committee has implemented a strategic plan moving forward to keep the District in the same cost window. The Fire Chief proposed a reset of health benefits to be set back to the 2016 plan options (80/20 only) and H.S.A. employer contribution rates.

Trustee Kirschner motioned to approve the reset of insurance plans/rates as presented. Trustee Schussel seconded the motion. Motion approved 5-0.

12. *Report Item:*

District Division Reports

Office Manager Kate Warner

- **75 Year Anniversary Committee** - A Committee for 75th year's celebration of the Fire district has been formulated.
- **Salary Surveys** - Job Description updates and salary surveys are being reviewed.
- **Annual Performance Evaluations** - Are currently underway with all employees.
- **Medicare** - The District rolled 13 retirees into Medicare in 2020.
- **Hydrant Donations** - Fire Marshal Guevin received 7 additional hydrants from the water system upgrade in Cave Rock which have been delivered to Silver State Industries for a price quote and will be used as donations to non-profit agencies for their fundraising efforts.
- **Donations and T-shirt sales** - Though the District annual fundraiser, the Pancake Breakfast, had to be canceled due to COVID, the notice of that cancellation has resulted in an uptick in donations and sales.
- **Blood Drive** - The event has been rescheduled to September 17th at the Kahle Recreation Center from 11am-5pm.

FMO Keegan Schafer

- **Wildfire Updates** - Red Flag days are on the horizon for the rest of the fire season.
- **National Preparedness Level** - Currently, the national preparedness level is at 5 out of 10. This level means that the nation's resources are being stretched to extreme limits and the crew has been on 24 hour on standby for two days awaiting a dispatch. We are expecting conditions to worsen through the fall, which could extend the fire season.

Fire Marshal Eric Guevin

- **Burning Restrictions** - A “Burn Ban” is in full effect for the entire Lake Tahoe Basin which prohibits solid fuel burning until further notice.
- **IDT** - IDT electronic plan submission should be underway by October 1st; this will provide the District with a plan review portal, making the process much smoother for all parties involved.
- **VHR Audit** - Captain Stroup has been working on the audit with the county to insure the District has received full payment from Douglas County for VHR inspections conducted prior to the conversion to the new vendor.
- **D-Space Program** - The last round of inspections before formal citations are issued has been completed; currently 25 properties remain non-compliant.
- **Red Tag** - Inspector Rowlett red tagged a VHR with major safety concerns pertaining to the two story deck. The deck has been blocked off with caution tape, the owner has been notified of the tag & repairs required before they will be allowed to rent it out to the public again.

Assistant Chief Todd Moss

- **District Resources** - Resources within the District this month have been at about 65% with many TDFPD employees out fighting the California fires.
- **Consortium Testing** - Employees have been assisting in the Consortium testing.
- **Kahle Community Generator** - Building a structure to house the generator turned out to cost more than originally anticipated, so we are currently reviewing our other options.
- **Vehicle Auction** – Four retired district vehicles will be auctioned.
Equipment - New extrication equipment will be arriving this month, and the Training Committee is currently working on where the equipment will be housed and rotating our older equipment out. The EOD robot has arrived and is awaiting Commander Darr’s return from wildland assignment to be unveiled.

Chief Moss announced his retirement with October 23rd as his last day; he thanked the District for providing such an incredible career, lifelong lessons and memories he will carry into his next chapter.

Review of Monthly Fire District Activities.

Fire Chief Scott Baker

District Updates

- **SNPLMA 18** - The deadline is quickly approaching, FMO Schafer has been working hard to get us prepared for submission.

- **Lake Tahoe Summit** – This was a virtual event this year and was a great success.
- **TFFT firefighting capabilities** - Currently resources nationwide are stretched very thin.
- **Forest Service** - The Forest Service has shut down all camping areas in the basin with extreme red flag warning in effect.
- **Trash** - Trash around the District has been a major problem this summer season, TDPFD is keeping our eyes out for any clean-ups that can take place while out on calls within the district.
- **Weather Conditions** - Fire weather is going to continue to get dryer, and create more risk. Due to these dangerous conditions, we are proposing that nothing will be allowed to burn within the district throughout the month of October.

Public Comment: None.

Confirm next meeting, with a proposed date of **Tuesday, October 13, 2020** with a start time of 2:30 p.m. and possible agenda items.

Possible agenda items include:

- Investment options
- Open Meeting presentation
- IDT, on-line plan submission website demonstration
- New Trustee

Adjourn

Chairman Felton adjourned the meeting at 3:47pm.

Meeting was conducted virtually and recorded.

Mikayla Warner

Board Secretary Tahoe Douglas Fire Protection District