

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
December 19, 2012

Those Present:

Chairperson Steve Seibel
Trustee Mike Bradford
Trustee Ann Grant
Trustee Kevin Kjer
Fire Chief Ben Sharit
Battalion Chief Tim Allison
Captain Ralph Jones

Forester John Pickett
Engineer Chris Lucas
Fire Inspector Sylvia Lee
Administrative Assistant Kate Warner
Administrative Aide Carrie Nolting
Guests: Larry Schussel

1. Call to Order

Meeting was called to order at 4:01 pm. Attempts to reach Trustee Dorton via phone were not successful.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Grant.

3. Roll Call

Chairman Seibel, Trustee Bradford, Trustee Grant and Trustee Kjer were present. Trustee Dorton was absent.

4. Approval of Agenda

Trustee Bradford motioned to approve the agenda as presented. Trustee Kjer seconded the motion. No discussion. Motion carried 4-0.

5. Public Comment.

None.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 11/28/12.
- b. Financials 10/30/12.
- c. 2013 Board of Trustee Meeting Schedule –REVISED.

Trustee Kjer motioned to approve the Consent Calendar items as presented. Trustee Grant seconded the motion. No discussion. Motion approved 4-0.

7. For Possible Action: Consent items moved forward.

None.

8. For Possible Action: Resolution #13-2012 Adoption of changes to CHOICE 125 Cafeteria Plan Number 521
Fire Chief Sharit

Chief Sharit summarized that this change is mandated by federal law; the maximum annual contribution is decreasing from \$3000.00 to \$2500.00 per employee. The child care provision remains at \$5000.00 per employee.

Trustee Bradford motioned that the TDFPD approve the Material Modifications to the Summary Plan Description for the Section 125 Cafeteria Plan as required by the Affordable Care Act (ACA). Trustee Kjer seconded the motion.

No public comment. No further discussion.

Motion carried 4-0.

9. For Possible Action: Proposal Carson City Fire Department Interlocal Agreement
Assistant Chief Novak

Chief Sharit presented in Chief Novak's absence. The proposed agreement defines the boundaries on the north end of the District, which have been informally agreed upon in the past thus formalizing the current practice. Similar to the agreement we have with East Fork on the south end of the District and the agreement is mutually beneficial to both organizations. This agreement would be in place until July 1, 2015.

Trustee Grant made a motion to approve the proposal and enter into an Interlocal agreement with Carson City Fire Department. Trustee Bradford seconded the motion.

Motion carried 4-0.

Attempts were made again to contact Trustee Dorton via phone.

10. Report Item: Review of Monthly Fire District Expenditures
Fire Chief Ben Sharit

Chief Sharit reviewed key expenses for the past month, and there were no questions regarding the weekly check runs.

Chief Sharit noted the Attorney expense for an EMS training program that addressed service delivery/refusal issues. Trustee Bradford urged in District/South Lake Tahoe/Douglas County vendor preference when it makes sense to keep business local.

11. Report Item: Review of Monthly Fire District Activity
Fire Chief Ben Sharit

No employee anniversaries to note.

Updates

1. **BOT Workshop** – January 17, 2013 @ 9am-2pm
District overview of history, union, divisions, budget, revenue sources, and open meeting law are a few of the topics to be covered to orient our new Trustees.
2. **Acknowledgement of Outgoing Trustees** - Mike Bradford and Brad Dorton were acknowledged for their service and expiring terms, invited to the January BOT meeting.
3. **Fire District Legal Services status** – interviews have been conducted, decision is close.
4. **NVFSC Update** – Creditors Meeting scheduled for 12/27/12, and TDFPD will have representation.

Financial Summary

No changes on the investment status. Approval to reinvest \$600,000 is pending.

Trustee Grant asked for clarification on the changes required for the Douglas County adoption of the International Code changes in July of 2013. Will TDFPD be responsible for enforcement? FM Guevin said yes, we are currently operating under 2006 code, will adopt the 2012 code which intertwines with the WUI Code.

This is an unfunded mandate to enforce the revised code; courtesy inspections continue with our residents. State of NV did not adopt the construction codes for siding and roofing materials, however the District currently has them in place and they will continue. TDFPD is still in the educational mode with our residents.

12. Closed Session:

Trustee Grant motioned to leave the open session and move to closed session. Trustee Bradford seconded.

No public comment. Motion carried 4-0. Audience dismissed.

Trustee Bradford motioned to resume open session. Trustee Kjer seconded. Motion carried 4-0.

Noted: Six attempts were made throughout the course of the meeting to contact Trustee Dorton via phone as previously agreed upon, however, he was not available.

13. For Possible Action: Approval of Amendment to contract with Local 2441 International Association of Firefighters for group health insurance changes for 2013
Fire Chief Sharit

Trustee Kjer motioned that Tahoe Douglas Fire Protection District approve the amendment to the District's contract with Local 2441 of the International Association of Firefighters Tahoe Douglas to reflect the 2013 medical and dental insurance providers and plans. Trustee Bradford seconded the motion.

No public comment. Motion carried 4-0.

14. Discussion: Recommendation to change the next meeting time, Wednesday, January 23, 2013 @ 4:00pm

Captain Jones, FF/P Johnson, and Chief Sharit are scheduled to attend a Labor conference out of town on January 23, 2013, so meeting time changed to 9am. An additional reminder of the time was requested by Chairman Seibel.

Possible agenda items:

- HazMat Agreement
- Ambulance Subscription Service
- BOT Election of Officers
- BOT Subcommittee for Board Goals.

Adjourn.

Trustee motioned to adjourn the meeting. Trustee Grant seconded the motion. No discussion. Motion approved 4-0.

The meeting was adjourned at 4:37pm.

This meeting was recorded on audio tape.

Kate Warner
Administrative Assistant
Tahoe Douglas Fire

Approved 01-17-13