

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
February 26, 2014

Those Present:

Chairperson Kevin Kjer
Vice Chair Larry Schussel
Trustee Greg Felton
Trustee Ann Grant
Trustee Steve Seibel
Mike McCormick, Legal Counsel
Fire Chief Ben Sharit
Assistant Chief Mark Novak
Battalion Chief Tim Allison
Battalion Chief Rich Nalder

Fire Marshal Eric Guevin
Fire Inspector Todd Stroup
Foreman Matt Fogarty
Administrative Assistant Kate Warner
Resident Bob Cook

1. Call to Order

Meeting was called to order at 3:00 pm.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Schussel.

3. Roll Call

Chairperson Kjer, Vice Chair Schussel, Trustee Felton, Trustee Grant and Trustee Seibel were present. Quorum confirmed.

4. Approval of Agenda

Trustee Seibel motioned to approve the agenda. Trustee Felton seconded the motion. No discussion. Motion approved 5-0.

5. Public Comment.

None.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 01/22/14

- b. Monthly Expenditures
- c. Financial Statements 11/30/13, 12/31/13
- d. Job Description – Administrative Assistant – Revision
- e. Job Description – Accounting Specialist – New Position
- f. Job Description – Office Manager – New Title
- g. Personnel Policy – 2.10 Drug and Alcohol-free Workplace - Revision

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

7. For Possible Action: Consent items moved forward

None.

8. Presentation: Introduction of new employees
Fire Chief Ben Sharit

Chief Sharit introduced Matt Fogarty as the new Zephyr Crew Foreman. Matt is a graduate of McQueen High School in Reno and he began his career in 2005 as a wildland firefighter with a Type II crew out of Sierraville, CA. In 2006, Fogarty joined the Ruby Mountain Hotshots where he spent the past seven seasons earning his qualifications as a Crew Boss, Strike Team Crew, Task Force Leader, Firing Boss, Helicopter Crewmember, EMT and IC4.

Matt and his wife Megan are raising two young sons in Reno.

Our Item 9 presenter had not arrived; Item 10 was moved up on the agenda.

10. Presentation: Douglas County Water Systems – Capital Improvement Project
Eric Guevin, Fire Marshal
Timothy DeTurk, Superintendent – Utility System, Douglas County

Fire Marshal Guevin lead the board through a power point presentation on the current status of the water systems in the fire district and the proposed upgrades being presented by Douglas County. FM Guevin summarized the different water systems-their strengths and weakness; the plan to combine Cave Rock, ZWUD and Skyland into one water district; and how this all affects the fire suppression needs.

Concerns are:

1. Average age of the infrastructure is 50-60 years; many of the water systems in the fire district are at or have exceeded their useful life.
2. Water systems were originally privately owned, and were not designed to handle the number of or size of the homes we have today.

3. Substandard materials and techniques were used in the original construction. Pipes and pump stations are not up to code. Welding on the pipe joints is deteriorating which causes leaks and sink holes in the pavement. Connection size is also an issue where a 3-4" line is feeding a 6" hydrant.
4. Funds were not allocated for preventative maintenance or upgrades. Leak repairs have exceeded \$80K annually for the past three years.
5. Douglas County has been subsidizing the water systems for years.

Benefits are:

1. Efficiencies can be achieved by consolidating the three systems into an enterprise fund which also better positions the project for possible federal grant funding.
2. A General Obligation/Revenue Bond would be used to finance the project which will fund the current needs and establish a reserve for future capital needs.

It was clarified that this project is not being driven by the fire district but it will clearly impact the water supply and fire flow for suppression efforts. The fire district wants to partner with the county to communicate accurate information about the project to the residents involved. Trustee Felton voiced concern about the potential of fire district liability should a fire event occur and the water system fail. Legal Counsel McCormick responded that Douglas County is responsible for the water supply system.

- 9. Presentation: Ethics Presentation**
 Caren Jenkins, Executive Director of the Nevada Commission on Ethics
 Mike McCormick, TDFPD Legal Counsel

Ms. Jenkins reviewed the core of NRS 281A-the Ethics in Government Law to educate the trustees/employees on the commission make up, the role of the commission and the situations where public and private interests should not conflict with public duty. Nevada required filings, prohibited conduct and abstention, and disclosure were discussed. Ms. Jenkins reviewed definitions for "conflict of interest", "appearance of impropriety" and "a reasonable person"; and the rulings/penalties which could apply. She summarized by encouraging a phone call to the commission when/if there is a question regarding ethics.

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

Employee Years of Service Recognition:

Administrative Assistant Kate Warner was congratulated on her 4 years of service.

Updates

1. **NVFSC** – Channel 4 News Anchor Joe Hart, was prompted by a local contractor to investigate and air a story called “Where’s the (NVFSC) money?” He reached out to Forester Pickett and a meeting was set up with Chief Brown and Forester Schafer (NLTFPD) and Chief Sharit and Forester Pickett. Hart also had access to several members of congress and a follow-on program is scheduled to air. Chief Sharit remains optimistic about the outcome of the funds due from the NVFSC.
2. **USFS Plan Objection** - The fire district has filed an objection to the plan with input from Chiefs Sharit and Novak, and Forester Pickett. The plan is designed to be in place for the next 15-20 years, and there is a formalized process for objections which should lead to discussions with the Forest Service. The basin fire chiefs also filed an objection to the plan. TDFPD’s objections are specific to the area of the Lake Tahoe Basin Management Unit which is located within the fire district and the plan to use unplanned ignitions (lightning strikes) as a management tool in the back country and within the threat zone of the WUI. This includes the Lincoln roadless area which extends from Kingsbury Grade to Shakespeare Rock and, in areas, comes within a few hundred feet of homes. Another concern is with re-entry rules for treatment.
3. **Kyle Van Mouwerik** – Chief Sharit recently visited FF Van Mouwerik at his home in San Louis Obispo. The Zephyr Crew firefighter is recuperating well, making good progress gaining weight (lost 80 lbs) and increasing his mobility. He and his family are very appreciative of the support that TDFPD and other agencies in the fire service brotherhood have provided to them during his recovery.
4. **Chief Sharit’s vacation** - Feb 28 – Mar 12, Chief Novak will be acting fire chief.

Financial Summary

No significant changes.

Attachments

Chief Sharit acknowledged the Exceptional Customer Service story in which the on-duty crew coordinated with Care Flight, Renown, and EFPD to move car keys from a patient transported to Renown to his girlfriend at Heavenly.

12. Discussion: **Confirm next meeting, Wednesday, March 26, 2014 @ 3:00 pm; possible agenda items.**

Suggested agenda items:

- Health Insurance Trust transfer
- Tentative Budget FY 2014-15 Review
- Board Goals and Objectives for FY 2014-15

Adjourn

Trustee Grant motioned to adjourn the meeting. Trustee Felton seconded the motion. Motion approved 5-0.

Closed Session: Per NRS 288.220, collective bargaining discussions

This meeting was recorded on audio tape.

Kate Warner

Administrative Assistant

Tahoe Douglas Fire

Attachment #1 – Douglas County Water Systems

Attachment #2 – Nevada Ethics in Government

APPROVED