

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
April 24, 2019

Those Present:

Chairperson Kevin Kjer
Vice Chairman Larry Schussel
Trustee Greg Felton
Trustee Ann Grant (via phone)
Trustee Bill Kirschner
Legal Counsel Jason Guinasso
Assistant Chief Jim Antti
Battalion Chief Ralph Jones
Battalion Chief Bryce Cranch
Battalion Chief Todd Moss
Fire Marshal Eric Guevin
Fire Inspector Todd Stroup

Office Manager Kate Warner
Administrative Assistant Erin Allison
Crew Supervisor Keegan Schafer
Crew Foreman Matt Fogarty
Captain Will Morgan
Captain Brian Zabel
Engineer Jesse McDonald
Firefighter/Paramedic Brent Tajkowski
Firefighter Ben Arrate

1. Call to Order.

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

2. Pledge of Allegiance.

Pledge of allegiance was led by Fire Marshal Guevin.

3. Roll Call.

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

4. Approval of the Agenda.

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

5. Public Comment.

None.

6. Board Trustee Comment.

Trustee Felton commented that the travesty in Paris of the loss of Notre Dame makes it all the more real how important firefighters are, and he appreciates what we do to train and prepare for those types of events.

Trustee Grant commented she is now the Chair of the Advisory Board for the Nevada Network of Fire Adapted Communities.

7. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 03/27/19
- b. Monthly Expenditures
- c. Board Goals & Objectives – 3rd quarter update

Vice Chairman Schussel motioned to approve the Consent Calendar. Trustee Kirschner seconded the motion.

Trustee Felton asked for clarification in the monthly expenditures on why there was a \$9,800 payment to Bank of America.

Office Manager Warner responded it was payment for the District credit cards.

Motion approved 5-0.

8. For Possible Action: Consent items moved forward.

None.

9. Presentation: Employee Recognition.
Assistant Chief Jim Antti

Chief Antti recognized the following employees:

- Captain Spry, Captain Green, and their crews – hosted LTCC ventilation class for their recruits, including a classroom presentation and practical exercise.
- Foreman Fogarty, Captain Brady, and Captain Zabel – teaching wildland fire “S” classes – offering to outside agencies for free.
- Foreman Fogarty – teaching wildland fire for the LTCC and Regional Fire Academy.
- Supervisor Schafer and Accounting Specialist Nolting – extra duties within wildland fuels – working above and beyond for grants and funding.

Trustee Felton asked who the ventilation prop belongs to and if the District rents it.

Chief Antti responded it belongs to LTCC and they loan it to us free of charge for both the training for the recruits and the Regional Fire Academy.

10. Presentation: Update on the FY 2019-2020 Tentative Budget. No action will be taken.

Assistant Chief Jim Antti

Chief Antti presented on the preliminary tentative budget, including service and supplies, capital planning, future EOD building, salary and wages, benefits, staffing changes, types of funds, and future considerations.

The tentative budget has been filed with the Nevada Department of Taxation on time. Revenues show an increase, but the Redevelopment Area will have an effect. Adjustments will be made following negotiations with Local 2441.

Trustee Felton commented he believes the loss for the Redevelopment Area was less than \$50,000 in the current fiscal year, so a loss of \$195,000 is a significant change.

Workers compensation and property insurance have not yet been projected. Wildland deployments were high last year, and while this year's projections are unknown, we should plan for them to be high again.

Trustee Felton asked if it is the requirement to have two public hearings on the budget. Chief Antti responded yes.

Office Manager Warner commented an additional meeting has been added on May 15 to go through staffing changes and negotiations updates. The normal meeting at the end of the month will be the vote for both the tentative and final budgets.

- 11. For Discussion and Possible Action: Set a date for the Annual Performance Appraisal for the Fire Chief and select board members to compile results for the Performance Appraisal.**

Chairman Kevin Kjer

Trustee Kirschner volunteered. Trustee Grant volunteered. The annual performance appraisal will be presented at the June board meeting.

Trustee Felton motioned for Trustee Kirchner and Trustee Grant to compile results for the Fire Chief's annual performance evaluation. Vice Chairman Schussel seconded the motion. Motion approved 5-0.

- 12. Presentation: Update on Douglas County Title 20 – Appendix B, with the stated revisions, to the 2018 International Wildland Urban Interface Code and 2018 International Fire Code.**

Fire Marshal Eric Guevin

The updates to the 2018 International Wildland Urban Interface Code and 2018 International Fire Code were adopted by Douglas County. Fire Marshal Guevin presented on code updates, including: vacation home rentals (VHR), fire sprinklers, the cost of putting sprinklers in a home,

the dangers of fires in homes, the typical timeline of a home fire, vacation home rental statistics, vacation home rental fees, and what hazards the District is inspecting.

Trustee Felton asked to clarify that the county does their own inspection, but can't issue permits without residents passing a fire and life safety inspection with the Fire District. Fire Marshal Guevin responded that is correct.

Vice Chairman Schussel asked to clarify that there are 484 permitted VHRs. Fire Marshal Guevin responded the numbers we have from the county do not match the numbers we have from the Compliance Engine. There are issues with what classifies as a short-term rental for the county and what the District classifies as a short-term rental. The current number of permitted VHRs is 655.

Vice Chairman Schussel asked if any action has been taken on allowing VHRs in the valley. Fire Marshal Guevin responded, no. A decision will come out of the county-wide VHR committee.

Vice Chairman Schussel asked if it is public record which properties are VHRs. Fire Marshal Guevin responded yes.

Trustee Kirschner asked if there is standardization in procedures between other regional departments. Fire Marshal Guevin responded standardization is improving because of new NFPA standards.

13. Report Item: Review of Monthly Fire District Activities.
Assistant Chief Jim Antti

For a time of year where we normally have a slow call volume, there were 104 calls since last board meeting, which is higher than normal.

The 2019 Zephyr Crew will start May 15 and the new crew buggies have arrived.

Office Manager Warner has been taking on a lot and doing a great job. Administrative Assistant Allison has assisted with changes to the defensible space program. Administrative Assistant M. Warner coming on board has been helpful.

Peer review for Cal OES for strike team leaders has been completed. The District has three certified strike team leaders this year: Captains Brady, Salerno, and Zabel.

Engineer Reddig is the Recruit Training Officer at the academy. Our three recruits are at the top of the class. Recruit Rancourt is number one in the academic area.

All agencies are doing promotional testing right now, so we are getting a lot of requests for evaluators. Our personnel are stepping up and reaching out. We have received lots of thank you notes for personnel going above and beyond recently.

The old fire boat has been sold to Douglas County Search and Rescue (DCSAR).

Trustee Felton thanked Chief Jones for storing the boat and cleaning it up before delivering it to DCSAR. Tahoe Douglas Rotary purchased it and donated it to DCSAR, and it will be kept in the district.

14. Report Item: Review of Fire District Division Reports.
Battalion Chief Bryce Cranch
Fire Marshal Eric Guevin

Guevin

Business inspections are wrapping up.

There are four remaining outstanding defensible space court cases. There are bench warrants for two and arrest warrants for two.

NV Energy is digging in the casino corridor to update the power in the street.

In 2018, Fire Prevention completed 178 plan reviews, 136 fire inspections, 429 business inspections (including engine company inspections), and all required school inspections, meeting the State Fire Marshal requirements.

A community preparedness and evacuation drill will be held at 6:00 pm on Thursday, April 25 at South Tahoe Middle School.

Trustee Felton asked if every property in the district has now been inspected for defensible space.

Fire Marshal Guevin responded yes.

Chairman Kjer asked what the dates of the Compost Your Combustibles program are. Supervisor Schafer responded May 24 through July 7 at Stagecoach parking lot.

Trustee Felton asked what challenges, if any, are expected to come out of people submitting plans electronically.

Fire Marshal Guevin responded it should save everyone time, including our staff.

Cranch

Our recently hired paramedics are at the top of their class at the academy and are expected to start full time in July. Many people have expressed interest in the Field Training Officer positions for the three new hires, which teaches them how to function in our district and our system.

EMS protocols, policies, and procedures are being updated.

Many billing management companies have been reaching out lately, which is a good opportunity to explore options for improvement.

The Pulse Point app will be rolling out soon from Douglas County through the Quad County Public Health Preparedness program. This app helps get qualified providers on scene with AEDs during sudden cardiac incidents.

The Stop the Bleed program is starting to roll out. Thanks to Chief Moss and Firefighter/Paramedic Ward for all their work on this program.

Trustee Felton commented the desire for this program was to get supplies into all of the Douglas County schools, and POOL/PACT covers 75% of the cost for this. Tahoe Douglas Rotary has donated funds to cover half of the remaining cost, and the school district is matching to cover the rest.

Trustee Grant commented the CERT team has trainings on both Pulse Point and Stop the Bleed next month.

The District has recently been offered grant funded training for crisis intervention, and Firefighter/Paramedics Bean and Tajkowski attended two training recently.

Chief Cranch introduced Firefighter/Paramedic Tajkowski, who was one of the two medics to attend crisis intervention trainings.

Tajkowski explained that most of the recent five-day crisis intervention training was geared for law enforcement, but he and Firefighter/Paramedic Bean still got a lot of valuable information. Three critical populations that aren't handled appropriately in our district are persons with

mental illness, substance abuse, and Alzheimer's and dementia. Nevada is ranked 51 out of 51 in the country for treatment of these populations.

Three take-aways from the training:

On scene treatment interaction

- Every interaction with these populations that Tajkowski has observed in his time at the District have been handled according to the techniques and standards taught in the class. The goal going forward will be to reinforce this with training.
- Our crew's communication with law enforcement can be improved. There are differences in words and phrases that are used on scene, and conducting training that will allow our crews to match their language can improve cooperation and coordination on scene.

Education on current practices

- Douglas County's Mobile Outreach Safety Team (MOST) team does come up to our district and provides services for our residents. They are able to provide resources for many populations, including those that have been identified above. More communication with them will be beneficial in getting better services for our residents.
- Utilizing 9-1-1 and hospitals is not enough to address the issues these populations are faced with.

Education for opportunities for improvement

- The District can gain multiple connections to assist in providing resources for these populations and getting them connected to the services and resources they need to address their underlying issues. The goal of this would be to get them better care without our extended time on scene and repeated visits to the same individual.
- There is an organization called Welcome All Veterans Everywhere (WAVE) that will send an individual out to assist a veteran upon request with no questions asked. Connections should be made with this organization for services in our area.
- Mallory Behavioral Health Center at Carson Tahoe Hospital is getting more inpatient beds, expanding their capability to provide inpatient behavioral health services.

Vice Chairman Schussel asked what agency WAVE belongs to.

Tajkowski responded it is an independent agency.

15. Public Comment:

Trustee Felton asked if anything was learned during the recent swatting incident.

Chief Moss responded the situation was a prank phone call that came from a non-traceable cell phone to a crisis hotline with a scenario that escalated after multiple phone calls. This was a full SWAT response. Contact was never made with anyone inside the home, and the security cameras the caretaker has showed no one in the residence. The property was cleared by SWAT

personnel. The lesson learned from this was treat every incident like it is real until proven otherwise. All agencies worked well together and maintained good communication throughout the incident.

Captain Zabel commented the annual Wildland Firefighter Foundation softball tournament fundraiser is Saturday, April 27. The Wildland Firefighter Foundation is an organization that provides assistance to fallen wildland firefighters and their families. There are twenty teams in the tournament this year, which is put on by both the Zephyr Crew and Tahoe Douglas. It will be at Centennial Fields in Carson City from approximately 8:00 am to 7:00 pm. There will be several raffle prizes and donations will be accepted. All funds go directly to the foundation.

16. Discussion: Confirm next meeting, with a proposed date of Wednesday, May 22, 2019 with a start time of 2:30 p.m. and possible agenda items.

Meeting confirmed for Wednesday, May 15, 2019 at 2:30 pm.

Trustee Felton and Vice Chairman Schussel will be out of town, but will both try to call in.

Adjourn.

Chairman Kjer adjourned the meeting.

Closed Session: Per NRS 288.220, trustees entered into closed session to discuss collective bargaining.

**Erin Allison
Board Secretary
Tahoe Douglas Fire Protection District**