

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**January 12, 2021**

**Those Present:**

Chairman Larry Schussel  
Vice Chairman Bill Kirschner  
Trustee Kevin Kjer (Attended Via Phone)  
Fire Chief Scott Lindgren

Trustee Greg Felton  
Trustee Janet Murphy  
Legal Counsel Devon Reese  
Fire Chief Scott Baker

**1. Call to Order.**

Meeting was called to order at 2:36p.m.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Scott Baker.

**3. Roll Call.**

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

**4. Approval of the Agenda.**

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

**5. Public Comment.**

NONE.

**6. Board Trustee Comment.**

Chairman Schussel mentioned that January is *Firefighter Cancer Awareness* month and he reminded the firefighters that In this career they are more susceptible to developing cancer from the multiple types of exposures. He urged them to please make sure they are seeing a physician regularly and staying on top of their health.

The board members attended a POOL/PACT 101 webinar regarding all the services that POOL/PACT can provide member agencies; it provided great information and resources the board intends to utilize.

**7. Approval of the Consent Calendar.**

**Items:**

- a. Board Meeting Minutes 12/08/2020
- b. Monthly Expenditures
- c. Financials – 10/31/2020

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Trustee Felton 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**

**Service Recognition:**

Battalion Chief Brandon Brady	15 Years of Service
Battalion Chief Steve Prather	15 Years of Service
Captain Brandon Spry	15 Years of Service

Captain Kevin Green	14 Years of Service
Captain Justin Rossi	14 Years of Service
Engineer Ben Pratt	14 Years of Service

Firefighter/Paramedic Alex Dennis	5 Years of Service
Firefighter/Paramedic Greg Koeck	5 Years of Service

**10. Presentation:**

**New Board Trustee Introduction**

Chairman Larry Schussel, Trustee Janet Murphy

**SUMMARY:** Trustee Murphy introduced herself stating that her family is 3rd generation Lake Tahoe residents. She has been the Administrator of the Tahoe-Douglas Utility District for the past 29 years. Trustee Murphy has served for 12 years as an advisor to the Nevada State Legislature, representing General Improvement Districts, Libraries and Fire Departments in the State of Nevada. She is a board member of Heavenly Ski/Snowboard Foundation and has served on numerous boards and committees at the state and local levels.

**11. Discussion and Possible Action:**

**2021 Board of Trustees Meeting Schedule**

Chairman Larry Schussel

No action was taken.

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**12. Discussion and Possible Action:**

**Discussion and possible adoption of Resolution #01-2021 which designates five (5) Chief Officers authority to enter into a Cost Share Agreement on behalf of Tahoe Douglas Fire Protection District in the event of major wildfire/urban interface fire event or other disaster within the fire district jurisdiction.**

Fire Chief Scott Baker

This resolution updates the Chief Officers with authority to include our new District Fire Chief, Scott Lindgren and remove Chief Baker.

Trustee Felton motioned to approve Resolution 01-2021 for as presented. Trustee Kirschner seconded the motion. Motion approved 5-0.

**13. Discussion and Possible Action:**

**Discussion and possible action to adopt Resolution #02-2021 which designates five (5) Chief Officers the authority to sign a Transfer of Authorization “Delegation of Authority” on behalf of the Tahoe Douglas Fire Protection District in the event of a major wildfire/urban interface fire event or other disaster within the fire district jurisdiction.**

Fire Chief Scott Baker

This resolution updates the Chief Officers with authority to include our new District Fire Chief, Scott Lindgren and remove Chief Baker.

Trustee Kirschner motioned to approve Resolution 02-2021 for as presented. Trustee Murphy seconded the motion. Motion approved 5-0.

**14. Discussion and Possible Action:**

**Discussion and possible action to adopt Resolution #03-2021 which designated two (2) Chief Officers the authority to institute a request for a “Declaration of Emergency” on behalf of the Tahoe Douglas Fire Protection District in the event of a major wildfire/urban interface fire event or other disaster within the fire district jurisdiction.**

Fire Chief Scott Baker

This resolution updates the Chief Officers with authority to include our new District Fire Chief, Scott Lindgren and remove Chief Baker.

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Trustee Murphy motion to approve Resolution 03-2021 for as presented.  
Trustee Kirschner seconded the motion. Motion approved 5-0.

**15. Discussion and Possible Action:**

**Discussion and possible action to adopt Resolution #04-2021 which approves the successor Co-Trustee of the Tahoe Douglas Fire Protection District Post-Retirement Plan & Trust.**

Fire Chief Scott Baker

This resolution replaces retiring Chief Baker with District Fire Chief, Scott Lindgren as a trustee on the Post-Retirement Trust Board.

Trustee Felton motioned to approve Resolution 04-2021 for as presented. Trustee Murphy seconded the motion. Motion approved 5-0.

**16. Report Item:**

**District Division Reports**

**Assistant Chief Bryce Cranch**

- **A Shift BC Lucas** has been making steady progress on updating our facilities including completing the soft lighting and getting bids for new projects.
- **B Shift BC Brady** is negotiating with a new ambulance billing service which will lower the collection cost and provide a better collection rate. Chief Brady is also preparing for the recruit's EMS week scheduled to follow the completion of academy on January 22nd.
- **C Shift BC Prather** has completed the 2021 Training Plan and calendared all the training. He updated the training procedures and policies with the assistance of the line personnel and began planning for an engineer exam.
- **Operations Report** has been included with this month's Operation Division Report for review.
- **COVID Vaccine** has been distributed to most healthcare workers & first responders throughout the state. Please see AC Cranch or the QUAD County website for more information.
- **KGID Generator issue** will be addressed at an upcoming KGID board meeting. Chief Cranch requested to present information to the KGID trustees regarding a persistent problem with the KGID generator pumping exhaust directly into Station 21; the history of the situation and efforts to correct it thus far; and the viable solution and cost. The virtual meeting is January 19th at 4pm, and he will be requesting KGID pay for a part which will reduce the emission of exhaust by 90%.

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- **Health & Safety Pier** plan is to extend off the existing Zephyr Cove pier, creating an “L” shaped arm including boat lifts and multiple boat slots. The District has verbal agreements with the Forest Service, who owns the property and Aramark who manages the Zephyr Cove Resort. Phase 2 of the project would start building come spring of 2021, but the District is currently waiting for a commitment for funding from other agencies before moving forward on building plans.

Trustee Kirschner asked about the option for grant funding for the safety pier?

Chief Cranch stated that it is not currently in the plan to utilize grant funding, but there are options available.

**Fire Marshal Eric Guevin**

- **Lakeside Inn** has interested parties from out of the area, moving forward in the purchasing process and will update the District when things are more in motion. Management has expressed an interest in allowing TDFPD to use the demo period for training opportunities, so FM Guevin will continue to push for that in the sales process.
- **New KMS Ownership** is finalizing financing to convert the building into a community church. The Mountain Metro Church will host regular church services, weddings, youth camps and other events year round.
- **Tahoe South Event Center** is still moving forward. The sewer, water, power installations are all in place. The MontBleu casino property has modified their parking lot to accommodate equipment. The event center is now a fully funded project and the grand opening is scheduled for spring of 2023.
- **Kiwanis Club** meeting on February 09th, will have presentation delivered by Fire Inspector, Kris Rowlett on VHR information to help educate the community about our fire and life safety inspections, code requirements, the permitting process, as well as address any questions or concerns.

**FMO Keegan Schafer**

- **Prescribed Burning** is underway by multiple agencies around the basin who are utilizing the small burn window we have for the season; expect to see smoke in the District over the next few weeks.
- **NV Energy** is reaching out to wildland crews throughout the Tahoe Basin to offer employment full time for risk reduction projects. TDFPD would like to utilize our own crew to service their power lines and generators throughout our district. There is a contract in review and the District is eager get involved. If approved, NV Energy will purchase a chipper and engine on top of providing full funding to staff several year-round positions. FMO Schafer will have more to report on this contract at the next board meeting.

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Trustee Felton asked how long will the NV Energy contract last?

FMO Schafer stated that is currently in discussion as a three-year contract.

**Office Manager Kate Warner**

- **75th Anniversary** was kicked off with a presentation from Chief Scott Baker on the history of the District and the distribution of 75th anniversary career badges and uniforms. A committee created a custom 75th year logo that was based off of one of the Tahoe Douglas original seals. Only employees who are employed during the 75th year (2021) will receive these items. Big kudos to ENG Petersen and CAP Fine and the rest of the 75th Anniversary Committee for getting everything designed, sized, ordered and distributed out to staff.
- **Service Awards and Promotional Ceremony** has been postponed at least until May due to the COVID-19.

**Review of Monthly Fire District Activities.**

Fire Chief Scott Baker

**District Updates**

- **Budget training** was conducted with the new Fire Chief Lindgren and other contributing staff members.
- **New Fire Chief** has been able to move around the District the last month to get a feel for the day to day operations, meet the staff and settle in before taking on the full responsibilities of the position. It was a great plan to overlap for cross training and allow a relaxed and thorough transition period.

**Public Comment:** None.

Confirm next meeting, with a proposed date of **Wednesday, February 17, 2021** with a start time of 2:30 p.m.

**Adjourn**

Submitted by

Mikayla Warner

Fire Board Secretary