

1                                   **NORTH LAKE TAHOE FIRE PROTECTION DISTRICT**  
2                                   **BOARD OF DIRECTORS MEETING MINUTES**

3  
4                                   **September 20, 2017**

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6   **LOCATION:** 863 Tanager, Incline Village, Nevada.

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8   **MEETING CALLED TO ORDER:** Chairman Perry called the meeting to order  
9   at 12:00 p.m.

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11   **ROLL CALL OF THE NORTH LAKE TAHOE FIRE PROTECTION BOARD OF**  
12   **DIRECTORS:** Upon roll call, the following Board Members were present:  
13   Dennis Perry, Chairman, Susan Herron, Vice-Chairman; Denise Bremer,  
14   Secretary Treasurer; James Costalupes, Director; Greg McKay, Director  
15   Absent; and Beckie Dunn-Spomer, Secretary.

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17   **GUESTS PRESENT:** Ryan Sommers, NLTFPD; Sharon Cary, NLTFPD; Devon  
18   Reese, Legal Counsel Via Telephone; Bryan Calder, Assistant Fire Chief; Alan  
19   Green, NLTFPD; Isaac Powning, NLTFPD; James Nelligan, NLTFPD; Carol  
20   Green, NLTFPD; Tim Allen, NLTFPD; Stephen Park, NLTFPD; Jeff Cutler,  
21   NLTFPD; Zack Chatelle, NLTFPD; Jay Euse, NLTFPD; Jason Knight, NLTFPD;  
22   Thomas Rores, NLTFPD; Shayne Reed, NLTFPD; Tia Rancourt, NLTFPD; Scott  
23   Peterson, NLTFPD; Steve Eikam, Thunderbird Lodge.

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25   **APPROVAL OF AGENDA:** Approved with changes – Item number two will  
26   be moved to the October agenda. Item number one will be moved to after  
27   reports due to recipient being stuck in traffic.

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29   **NRS 241.020 RE: PUBLIC COMMENT: This is a Time for the Public to**  
30   **Comment on any Matter, Whether or Not it is Included on the**  
31   **Agenda of this Meeting.** None

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33   **CONSENT AGENDA –** Approved with no Changes

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35   **Approval of Minutes of the July 17, 2017 Board of Directors Meeting**

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37   **Review of Accounts Payable for July 2017.**

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39   **Review of Accounts Payable for August 2017.**

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41   **Approval of the July 2017 Monthly Management Report.**

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43   **Approval of the August 2017 Monthly Management Report.**

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45   **NEW BUSINESS:**  
46

1 **2. Discussion for Possible Action Regarding the Board of Directors'**  
2 **Performance Evaluation of Fire Chief Ryan Sommers and Possible**  
3 **Action to provide an increase in his annual compensation.**

4 Moved to the October agenda

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6 **OLD BUSINESS:** None.

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8 **REPORTS**

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10 **\*Legal Counsel Reports:** Nothing to report.

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12 **\*Board of Directors' Comments/Reports.** None

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14 **\*Fire Chief Reports. (Fire Chief, Ryan Sommers)**

15 Fire Chief Sommers reported the District has been involved in multiple fires  
16 in multiple states and has had three Firefighter/Paramedics on rotation for  
17 14 days each in Oregon. Fire Chief Sommers recognized Asst. Chief Calder  
18 for taking care of the District while he was assigned to a fire in Montana.  
19 Fire Chief Sommers and Devon Reese, Legal counsel talked about the ruling  
20 made by the State Board of Equalization, however the outcome for the  
21 District has not changed at this time regarding the tax revolt situation.  
22 Fire Chief Sommers and Asst. Fire Chief Calder attended the Lake Tahoe  
23 Summit last week with Senator Feinstein and State Delegates, there was  
24 talk about the Lake Tahoe Restoration Act and funding for that bill but no  
25 definite action as of yet.

26 The District has been experiencing mechanical issues with the District's type  
27 1 engines. One is at Rosenbauer now to reengineer parts for them and  
28 replace as needed.

29 The District still has a wrecked ambulance and the Department of Insurance  
30 has recommended that both parties engage an independent arbitrator to  
31 settle the issue.

32 Fire Chief Sommers updated the board on the progress of the District's  
33 injured Captain Bruce Hicks; he is recovering and was up to visit the district  
34 last week. He has a very long road ahead of him.

35 The District is sponsoring its 22<sup>nd</sup> annual Paramedic refresher at the Hyatt.

36 Fire Chief Sommers asked for any questions.

37 Director Costalupes asked if the independent contractor is a binding  
38 arbitration concerning the wrecked ambulance, Fire Chief Sommers  
39 responded yes.

40 Fire Chief Sommers added that the District will receive approximately  
41 \$79,000.00 in funds from Federal Emergency Management Agency (FEMA)  
42 for the recouping of expenses incurred during the last State of Nevada and  
43 Washoe County disaster declarations. Chair Perry asked if that was all of the  
44 funds the District would receive and Fire Chief Sommers said yes and it was  
45 more than most other agencies received.

46 **\*Chief Officers Report (Assistant Fire Chief, Bryan Calder)**

1 Assistant Fire Chief Calder stated the District has been very busy with the  
2 multiple wild fires.

3 The crews are working on their fall training and Hydrant testing.

4 The district has made a lateral hire from Carson City, his name is Thomas  
5 Kokenge and he will fill the Firefighter/Paramedic position. He will start his  
6 orientation on October 2, 2017 and be assigned to A Shift after that.

7 Assistant Fire Chief Calder recognized the shift on duty on Sunday. They  
8 handled multiple car verses motorcycle accidents involving multiple trauma  
9 patients in front of the church on Highway 28. He reported to the Board, the  
10 time from first call to response and helicopter transport leaving the ground  
11 was 24 minutes, with a total response time of 30 minutes for all three  
12 trauma patients to be transported. Assistant Fire Chief Calder asked for any  
13 questions. Director Herron thanked him for his report and gave thanks to  
14 the District shifts personnel who were involved in the trauma call.

15  
16 **\*Fuels Management Reports. (Fuels Management Officer, Isaac**  
17 **Powning)**

18 Isaac Powning reported it has been a busy fire season and the chipping load  
19 has been three to four times the normal load. There have been multiple  
20 training opportunities for the crews and many have been able to open a task  
21 book to complete their trainings and certifications. He reported the  
22 Defensible Space Evaluations (DSE) and grant projects are moving forward  
23 and have exceeded their goals for the year. The district Forester and Fuels  
24 Management Assistant are both at training for disease management of trees  
25 in Redding. The District is gearing up for burning season by getting the  
26 proper permits with the appropriate signatures and documentation of the  
27 current Fire Chief.

28  
29 **\*Business Manager Reports. (Business Manager, Sharon Cary)**

30 Business Manager Cary said the preliminary numbers for the June 30, year-  
31 end are done. The general fund budget for total revenue was \$14,260,000  
32 and the District has exceeded that by a million seven, this is due to an  
33 increase in mutual aid revenue, along with sales and property taxes. The  
34 District expenses over all are under budget by almost \$600,000, so overall  
35 the District's bottom line is \$1,123,000.00 better than budget. The  
36 ambulance fund net revenue is at \$67,000, and the Capital Projects fund and  
37 other funds are in balance or under budget for year-end. The auditors arrive  
38 on October 9, 2017 for two weeks. They may adjust these preliminary  
39 numbers. Chair Perry said this is good news. Director Herron asked if the  
40 District received notice of a sales tax refund, Business Manager Cary  
41 responded yes, one refund was adjusted as of June 30.

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43 **\*Public Education Information Officer Reports. (Public Education**  
44 **Information Officer, Tia Rancourt)**

45 Tia Rancourt reported the District is busy being back in the schools and have  
46 all of the public education outreach programs scheduled on the calendar for

1 the year; it will start out with fire safety in the preschools next week.  
2 Fire Prevention Week visits will be in November.  
3 Chipping requests will end Sunday October 15, 2017 and a press release will  
4 go out with the information.  
5 The District attended the Washoe County Sheriffs picnic last weekend at  
6 Village Green it went great. Fire Chief Sommers and April Shackelford, the  
7 District Forester was in attendance along with about 300 hundred others  
8 from the community. April spoke with property owners about their DSE and  
9 other programs available to them.  
10 Flu vaccine program is under way as of September 12, 2017. Firefighter  
11 Paramedic Thompson and Quinlan were at the Incliner's meeting and gave  
12 out administered 42 vaccines. The District has been asked to help at the  
13 Lakeshore school with their vaccination event on October 11, 2017.  
14 Trail of Treats and Terror's event planning is moving forward for October  
15 26<sup>th</sup>, the District will be handing out glow sticks and talking to the  
16 community about safety.  
17 22<sup>nd</sup> annual Paramedic Refresher planning is going well and will be held at  
18 the Hyatt on November 29, December 1 and 2, 2017.  
19 The Federal Emergency Management Agency (FEMA) grant for Emergency  
20 Medical Services (EMS) equipment program, headed up by Firefighter  
21 Paramedic Justin Ashby is going great.  
22 The CPR numbers are good; the District has trained 56 students this month.  
23 The Water Spout pictures that were posted on our social media sites  
24 received over a million likes and 6,000 shares which means our information  
25 is going out to more people.  
26 Director Costalupes asked if the Flu vaccines are \$30 dollars for public. Tia  
27 responded yes and firefighters and Board members are no charge.  
28 Tia asked for more questions.

### 29 30 **\*Local 2139 Union Reports.**

31 Captain Carol Green gave a heartfelt thanks to Fire Chief Sommer and the  
32 Board for all their support of Captain Hicks and his situation. The District  
33 has been extremely supportive of him and his family. Engineer Bruce Hicks  
34 is doing better but he has a very long road ahead of him.  
35 T-Shirt sales at the pancake breakfast were over \$3,000. All proceeds will go  
36 to the Children's Cancer Society of Northern Nevada.  
37 The local 2139 is working with administration to get new rules in Telestaff  
38 updated and with full automation. Local 2139 are also working with  
39 administration on updating the District's Drug policy and procedures.  
40 Fire Chief Sommers explained to the Board members, Telestaff is the  
41 District's staff tracking data system.

42  
43 **1. Recognition of Battalion Chief Steve Eikam's years of service and**  
44 **retirement from NLTFPD (Presented by Fire Chief Ryan Sommers)**  
45 Fire Chief Sommers recognized retired Battalion Chief Steve Eikam for his 26  
46 years of service with North Lake Tahoe Fire Protection District. Fire Chief

1 Sommers reflected on Steve's first day with the District as Seasonal and  
2 they had spent many years riding together as partners on the ambulances.  
3 Steve promoted up through the ranks from Captain to retiring as a Battalion  
4 Chief, he also was in charge of our facilities while he was with The District.  
5 Fire Chief Sommers, expressed his gratitude for Steve's commitment and  
6 dedication to the District over the 26 years and presented him with a  
7 memorabilia shadowbox.

8 **NRS 241.020 RE: PUBLIC COMMENT. This is a time for the public to**  
9 **comment on any matter, whether or not it is Included on the agenda**  
10 **of this meeting.**

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12 **Meeting Adjournment.**

13 Chair Perry adjourned the meeting at 12:24pm

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Beckie Dunn-Spomer, Secretary

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Dennis Perry, Chairman