

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

3  
4 **November 27, 2018**

5  
6 **LOCATION:** 863 Tanager, Incline Village, Nevada.

7  
8 **MEETING CALLED TO ORDER:** Chairman McKay called the meeting to  
9 order 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 Greg McKay, Chairman, Susan Herron, Vice-Chairman; Denise Bremer,  
14 Secretary Treasurer; James Costalupes, Director; Dennis Perry, Director; and  
15 Beckie Dunn-Spomer, Secretary.

16  
17 **GUESTS PRESENT:** Fire Chief Ryan Sommers, NLTFPD; Sharon Cary,  
18 NLTFPD; Devon Reese, Legal Counsel; Mark Regan, NLTFPD; Tia Rancourt,  
19 NLTFPD; Tracy Collins, NLTFPD; Casey Quinlan, NLTFPD; Alan Green,  
20 NLTFPD; Tim Allen, NLTFPD; Jennifer Donohue, NLTFPD; Joshua Phillips,  
21 NLTFPD; Alvin Rosenstengal, Retired NLTFPD; Art Cross, Director Elect; Dale  
22 Smith, Smith Design Group; Vicki Baumann, Former NLTFPD; Andy Bolten,  
23 ISO; Heather Lunsford, IVBOR.

24  
25 **APPROVAL OF AGENDA:** Director McKay move item number 2 to item  
26 number 1. Agenda approved with changes.

27  
28 **NRS 241.020 RE: PUBLIC COMMENT: This is a Time for the Public to**  
29 **Comment on any Matter, Whether or Not it is Included on the**  
30 **Agenda of this Meeting.**

31 None

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33 **CONSENT AGENDA – Approved**

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35 **Approval of Minutes of the September 27, 2018 Board of Directors**  
36 **Meeting**

37  
38 **Review of Accounts Payable for September 2018.**

39  
40 **Review of Accounts Payables for October 2018.**

41  
42 **Approval of the September 2018 Monthly Management Report.**

43  
44 **Approval of the September 2018 Monthly Management Report.**  
45  
46

1 **NEW BUSINESS:**

2  
3 **1. Recognition of the North Lake Tahoe Fire Protection District's**  
4 **Insurance Services Office (ISO) rating by the Board of**  
5 **Directors (Presented by Fire Chief Ryan Sommers).**

6 Fire Chief Sommers recognized Alvin Rosenstengal for his 18 years of  
7 service. Alvin was a resident of Incline Village for many years and  
8 started in 2000 and has been an integral part of the District.

9 Fire chief Sommers presented Alvin with a shadow box with  
10 memorabilia from his time with the District. While Alvin was the lead  
11 Mechanic, he managed and maintained over 67 different pieces of fire  
12 apparatus and vehicles. Alvin said he appreciated all the years and  
13 time he has been with the district, he has meet many wonderful  
14 people and it was great being a part of the family. Fire Chief Sommers  
15 said there would be a lunch and cake after the board meeting to  
16 celebrate his time.

17  
18 **2. Recognition of Mechanic Alvin Rosentengel's 18 years of**  
19 **service and retirement from NLTFPD (Presented by Fire Chief**  
20 **Ryan Sommers).**

21 Fire Chief Sommers briefly explained the process to get an Insurance  
22 Service Office (ISO) rating and what it means to the District and the  
23 community. Fire Chief Sommers said he had invited Incline Village  
24 General Improvement District (IVGID) to attend the meeting as they  
25 were an integral part of the receiving the rating, the water supply and  
26 system is 40% of the rating schedule. The lower the number the better  
27 the rating, the District received a class one, which is the best rating  
28 given by the ISO. Fire Chief Sommers then turned the meeting over  
29 to Andy Bolten of ISO for further explanation. Andy Bolten introduced  
30 himself and gave a brief time line of getting the information to form  
31 the rating. He said Fire Chief Sommers and Fire Marshal Mark Regan  
32 called and emailed him on many occasions to help complete the  
33 process and it is a testament to the dedication to the District and  
34 community they both have. The ISO has been around since the 1920  
35 and they evaluate fire departments across the country, there is  
36 approximately 45,000 operations across the country. He explained, the  
37 evaluation is the entire community as a whole and with a lower ISO  
38 rating it means lower insurance rates for all the community residents  
39 and businesses. To assess a fire department there are many factors  
40 that come into the final rating, 40% of the grade is water, 50% is fire  
41 and 10% is based on communication. They evaluate the overall risk of  
42 the community for fires and how quickly the departments can put out  
43 those fires in the communities. The evaluation for this community  
44 involved the fire department and the water department as a whole.  
45 Fire departments are evaluated on the locations of their stations in

1 relation to potential threats, training of their employees and upkeep of  
2 their equipment. The water system is graded on the flow tests and the  
3 capabilities of the system. IVGID is 90% responsible for this water  
4 score, because there is one property that is protected by a source in  
5 California. The communication portion of the score is based on the  
6 public education programs available through the department to the  
7 community and the Dispatch center in Washoe County. One of the final  
8 important pieces in getting the rating was personnel, which is never an  
9 easy piece as any department knows. This piece was able to be  
10 completed by obtaining a mutual aid agreement with North Tahoe Fire  
11 Protection District to come to the aid of the District in times of fires.  
12 There is a new credit category this year the Community Risk  
13 Reduction, is based on the fire prevention programs in place, the  
14 District scored 5.22 out of 5.5 which is the highest in the state. The  
15 ISO uses nationally recognized organizations to get their data and  
16 standards for setting a class rating for a department. Andy Bolten  
17 continued with a presentation to explain how the ISO works and what  
18 they look for when rating communities. The ISO uses the Fire  
19 Suppression Rating (FSR) schedule and the Public Protection  
20 Classification (PPC) ratings which is what insurance companies' use to  
21 base their rates. He further explained the multiple nationally  
22 recognized agencies listed in his power point are used to get the  
23 standard. It is a point rating system and there are only 329 fire  
24 departments out of the 45,000 that have achieved a class one status,  
25 which means that less than 1% of departments in the country have a  
26 class one rating. In Nevada only two departments have a class one,  
27 and now there is three including our District. The rating will take effect  
28 on March 1, 2018 and community members can start to take  
29 advantage of the lower insurance rates then.

30 (See Attached ISO Power Point Presentation & Public Protection  
31 Classification (PPC™) Summary Report)

32 Andy Bolten asked for any questions. None

33 Andy Bolten presented Fire Chief Sommers and Fire Marshal Regan a  
34 challenge coin to represent all their hard work in obtaining a Class one  
35 rating.

36 Fire Chief Sommers said the District will be putting out a press release  
37 stating the new Class one rating will take effect on March 1, 2018.

## 38 39 **PUBLIC HEARING:**

- 40  
41 **1. Discussion of and Possible Action to Approve Resolution**  
42 **Number 18-1 a resolution adopting the International Fire Code,**  
43 **as ordinance; prescribing regulations governing conditions**  
44 **hazardous to life and property from fire, hazardous materials**  
45 **or explosion; providing for the issuance of permits for**

1       **hazardous uses or operations; and establishing a bureau of fire**  
2       **prevention and providing officers therefor and defining their**  
3       **powers and duties.**

4       Chair McKay stated Fire Marshal Regan had given the Board a lengthy  
5       explanation and overview of the resolutions at the September 19,  
6       2018 Board of Director's meeting. He asked if any of the public present  
7       at the meeting had any questions or concerns with the resolutions.

8       Former Director and Retired NLTFPD Dale Smith of Smith Design  
9       Group said he had no comments and he thinks it is a good resolution.  
10      Heather Lunsford, Incline Village Board of Realtors (IVBOR) stated the  
11      IVBOR has read the resolution and wanted to thank Fire Chief  
12      Sommers and Fire Marshal Regan for sitting down with them on a few  
13      occasions to explain the fire codes as they are complex and it was  
14      tremendously helpful.

15     Director Perry asked if the wording in Resolution 18-1 section 2.3 that  
16     says "The chief of the fire district shall employ an assistant fire  
17     marshal, deputies, and technical inspectors", should say may or shall.  
18     Fire Marshal Regan said this wording has been carried forward since  
19     2003, the code says shall be appointed and in some department the  
20     Fire Chief is the Fire Marshal also. Devon Reese legal counsel said the  
21     word "shall" is not intended to lock the District into any legal situation,  
22     in other documents pertaining to the District the Fire Chief is the  
23     ultimate abitur of who is employed.

24     Chair McKay said the high rise elevation was dropped from 55 feet to  
25     45 feet, Fire Marshal Regan said the NRS dropped it to 45 feet and the  
26     District must comply with their standards.

27     Chair McKay asked if there were any more comments or questions  
28     form the public.

29     Director Perry made a motion to approve Resolution Number 18-1 a  
30     resolution adopting the International Fire Code, as ordinance.

31     Director Bremer seconded the motion. The board voted 5-0.

32  
33     **2. Discussion and Possible Action to Approve Resolution Number**  
34     **18-2 a resolution adopting the 2018 edition of the International**  
35     **Wildland-Urban Interface Code, as ordinance regulating and**  
36     **governing the mitigation of hazard to life and property from the**  
37     **intrusion of fire from wildland exposures, fire from adjacent**  
38     **structures and prevention of structure fires from spreading to**  
39     **wildland fuels in the North Lake Tahoe Fire Protection District.**

40     Chair McKay opened it up to the public if they had any questions or  
41     concerns with the resolutions.

42     Former Director and Retired NLTFPD, Dale Smith of Smith Design  
43     Group said he has read Resolution 18-2 and is comfortable with it as  
44     written.

1 Chair McKay asked Fire Marshal Regan if it was an update of the 2012  
2 WUII Code. Fire Marshal Regan said the wording was changed on the  
3 adjacent lands section 603.2.1.1, which was discussed with the BOR  
4 and the other 12 Fire Districts to change the wording, back to the  
5 original 2012 WUII code, and there is changes to the decking  
6 requirements as well.

7 Director Costalupes said he had a comment regarding the requirement  
8 in the drawing on page 24 of the resolution, where it shows a 2 inch  
9 piece of Bitumen tape (butyl rubber adhesive tape) on top of the deck  
10 joist to protect the home from a fire storm. He said the last meeting it  
11 was requiring foil tape to be placed on the top of the deck joist. He  
12 believes in hot weather, it will drip and make the decks look awful  
13 along with looking poorly from under a raised deck like many are in  
14 our community. He said you could use painted metal flashing but it  
15 would still take away from the look of the homes. Fire Marshal Regan  
16 said local architects asked for a diagram, so they could easily add to  
17 drawings to explain the new requirements or use as a reference. It is  
18 not meant as an absolute for design, the wording in the Resolution  
19 allows for different type of materials to be used as long as they follow  
20 the code. Fire Marshal Regan said the use of painted metal flashing is  
21 good and would look better. In the ISO study that was presented with  
22 the resolution in September the study explained why the changes are  
23 necessary to help prevent the spread of embers in a fire storm.

24 Director Costalupes said he wanted to go on record as stating it would  
25 not look good on homes and increase the expense to builders. Dale  
26 Smith said the cost increase in installing the painted metal flashing to  
27 the top of the deck joist is not exorbitant compared to the cost of the  
28 home itself. Director Costalupes said he appreciated having a chance  
29 to air his concerns.

30 Chair McKay asked if TREX decking is used does this requirement need  
31 to be followed as well. Fire Marshal Regan said there is a section which  
32 pertains to TREX decking specifically, however if the planks on the  
33 deck wood or TREX are butted up next to each other than these  
34 measures would not be needed. Director Herron asked if there should  
35 be a note at the bottom of the diagram that states for Reference only  
36 or Illustration only.

37 Chair McKay asked for any discussion or comments.

38 Director Herron made a motion to approve the Resolution Number  
39 18-2 a resolution adopting the 2018 edition of the International  
40 Wildland-Urban Interface Code, as ordinance.

41 Director Bremer seconded the motion. The board voted 5-0.

42

43 **OLD BUSINESS:** None

44

45

1 **REPORTS**

2  
3 **\*Legal Counsel Reports:** Devon Reese Legal Counsel said with Fire Chief  
4 Sommers help they continue to follow the funding of the tax revolt issue.  
5 The district has a decent reserve for those payments as of now due to the  
6 oversight of the Board, Business Manager Cary and Fire Chief Sommers.  
7 However, it continues to drive the funding of purchases and hiring until the  
8 final decision is known.

9 In regards to the Fire Safe council bankruptcy case it may, in the New Year  
10 be coming to a close and he will have updates at the January meeting.

11  
12 **\*Board of Directors' Comments/Reports:**

13 Director Herron wanted to thank Fire Chief Sommers and Division Chief  
14 Powning for giving the presentation about defensible space at the IVGID  
15 meeting. It made her very proud to sit on the Board of such a great  
16 organization.

17 Director Perry wanted thank Business Manager Cary for her excellent help  
18 and assistant to a retired employee who is dealing with a potential workers  
19 compensation claim, he was overwhelmed by the support and assistance he  
20 received.

21  
22 **\*Fire Chief Reports (Fire Chief, Ryan Sommers)**

23 Fire Chief Sommers said thank you to Director Herron regarding the IVGID  
24 presentation. Fire Chief Sommers said the Paramedic Refresher is starting  
25 tomorrow November 28 through November 30, 2018. He asked Battalion  
26 Chief Green to give some numbers. BC Green said there is 120 plus an extra  
27 40 signed up for the Refresher. Fire Chief Sommers said when the Paramedic  
28 Refresher first started with Chief Schwartz, they had no idea it would turn  
29 out this big.

30 The District had a Firefighter resign this last month and Fire Chief Sommers  
31 is looking at ways to fill the spot.

32 Fire Chief Sommers and Division Chief Powning meet with the new General  
33 Manager of North Tahoe Public Utilities District, he is a former employee of  
34 IVGID. He would like to model a fuels program on their land much like the  
35 one the District has with IVGID.

36 A couple of the District employees went to Fire Shows West in Reno last  
37 month and reported back it was a good show.

38 Fire Chief Sommers said with the legislature ramping up he has received  
39 multiple calls and emails from Mike Brown of R & R Public Relations,  
40 regarding the upcoming Legislature sessions and would like to report at the  
41 January meeting about a few bills.

42 The U.S. Forest Lake Tahoe Basin Management Unit (LTBMU) has a new  
43 Director Jeff Marsolais. Fire Chief Sommers and Division Chief Powning have  
44 been able to meet with him and express their concerns, Danelle Harrison,  
45 Deputy Forest Supervisor listened to them. Fire Chief Sommers believes the

1 relationship will be improving, and he was able to discuss with them about the  
2 piles along Highway 28 and another concerns the District has.

3 He discussed the devastation in the Camp Fire region, all of our crew members  
4 are back and home safely now, however regionally there is 16 engines on the  
5 road still to help out with the cleanup and other situations. Public information  
6 officer Tia Rancourt will touch on ways residents can help with the devastation  
7 there.

8 The District received an anonymous donation in the amount of \$42,539.00 to  
9 be earmarked for emergency medical service equipment in the amount of  
10 \$18,000.00, Winter Rescue equipment in the amount of \$5,800.00 and the  
11 replacement of some radios in the amount of \$18,000.00. The District would  
12 like to thank this donor for the continued support of this District and this  
13 community.

14 Fire Chief Sommers said Eide Bailey was unable to complete the FY 2017-18  
15 audit in time for this meeting, so they would like to present at the December  
16 meeting. He asked the Board to convene on December 12, 2018 to have the  
17 audit presentation. Devon asked if this was in lieu of the regular December  
18 meeting on the December 19, 2018. Fire Chief Sommers said it would be a  
19 short meeting. Business Manager Cary said there are three items that have to  
20 be restated in the financial statement, such as the Public Employees  
21 Retirement System (PERS) information from last year, information on Other  
22 Post Employee Board (OPEB), the new GASBY statement 75 and the OPEB  
23 Trust audit, has receivables from last year that have to be restated as well.  
24 Chair McKay said there only needs to be quorum to hear the presentation. It  
25 was decided to have the meeting on December 12, 2018 at 12:00 noon.

26 Director Perry said he had idea he wanted to share for the future Board to  
27 discuss as he is retiring in December. It is to place underground utilities in the  
28 area to help with fire prevention. Fire Chief Sommers said the talk of  
29 underground utilities has not come up often in the Lake Tahoe Regional Chiefs  
30 (LTRC) meetings, however he said he would bring it up at the next meeting of  
31 the LTRC meeting, and there is a representative from Nevada Energy at every  
32 meeting.

33  
34 **\*Chief Officers Report (Assistant Chief Calder)**

35 None.

36  
37 **\*Fuels Management Reports (Division Chief, Isaac Powning)**

38 Division Chief Powning said the crews have been able to thin 118 acres in the  
39 District and IVGID private lands. At this point there has not been the  
40 opportunity to perform any understory burning due to the weather and  
41 resources being used elsewhere. If weather permits there is 80 acres in the  
42 Jennifer, Second Creek, Lower Tyner, and Wood Creek drainage areas planned  
43 for burning. The crews were able to burn 9 acres at Diamond Peak yesterday  
44 and will try to get more as weather permits.

45 The chipping stats for this season are 246 Residences in 2018 vs. 428 in 2017

1 in NLTFPD and 654 in 2018 vs. 969 in 2017 in NTFPD. The Defensible Space  
2 evaluations for this season are 484 completed with 134 compliant in 2018 vs.  
3 443 in 2017 and 232 compliant.

4 In fire responses the crews were away from District for a total of 101 days  
5 assisting with Fire suppression throughout the western states. Single  
6 resources: Powning, Darragh, Dominguez, and Rodriguez have a total number  
7 of days away from the District assisting with fire suppression of 156.

8 The crews have been able to obtain 33 new certifications for higher  
9 qualifications over the fire season.

10 Congratulations to Fire Chief Sommers on achieving an ICT3 ranking.

11 This winter/spring of 2019 the District will be hosting National Wildfire  
12 Coordinating Group (NWCG) wildland courses.

13 The District will be offering Christmas tree chipping from December 21 to  
14 January 28, 2018.

15 The seasonal crews last day worked was November 15, 2018 and there will  
16 be 10 personnel on throughout the winter months.

17  
18 **\*Business Manager Reports. (Business Manager, Sharon Cary)**

19 None

20  
21 **\*Public Education Information Officer Reports. (Public Information  
22 Officer, Tia Rancourt)**

23 Tia Rancourt PIO said Flu Vaccines started in Mid-September and the District  
24 has given out 70 vaccines.

25 Fire Prevention week station tours started in October, approximately 160  
26 students from Lake Tahoe school and Incline Elementary toured the station.

27 A special thank you to the on duty crews for helping out and making it fun  
28 for the students.

29 Recently a Fire Extinguisher training was held at the middle school during PE  
30 class which went very well.

31 Trail of Treats went well with the on duty crews handing out glow sticks and  
32 candy served about 1,000 children it's a great safe place for young children  
33 on Halloween.

34 The Paramedic Refresher is coming up, there are nine vendors signed up.

35 Tia said with the help of Erick Rodriguez and Fire Chief Sommers she wrote a  
36 FEMA grant proposal for radios, both portable and stationary.

37 CPR numbers for September through November were 130 classes with 1,119  
38 students.

39 The Districts social media numbers are growing exponentially, it is a great  
40 outreach tool for the District. Tia said she monitors the local and community  
41 pages and shares important information on them from the District.

42 Today is giving Tuesday, and Lowes is matching any donations made on  
43 behalf of the Red Cross to the Paradise area (Camp Fire).

44 Director Costalupes asked how many engine companies were out on

45 Halloween on Mill Creek because he had a hard time getting to his house. Tia

1 said there was one Engine on Mill Creek.

2 Fire Chief Sommers thanked Tia for all the programs she has done for Public  
3 Education, it is part of the reason the District received an ISO class one  
4 rating.

5  
6 **\*Local 2139 Union Reports.**

7 Battalion Chief Green said the shoulder season is normally when things slow  
8 down, however things have not slowed down at all. BC Green said, Thank  
9 you to all the crews with all the extra crews out at the California fires there  
10 has been a lot of backfill and everyone has stepped up to help fill those  
11 spots.

12 Tim Allen of the Local 2139 said he was also contacted by the Retiree who  
13 was is having medical issues and he wanted to thank the staff for helping  
14 him and being supportive to his needs.

15 He also wanted to thank the District for its continued support of the Northern  
16 Nevada Children's Cancer foundation fund raiser done at the Paramedic  
17 Refresher every year. It means a lot to the local community. Chair McKay  
18 asked if it was still Thursday night at 6pm. Tim Allen said yes, and Steve  
19 Park heads up the program and he will give the board an update after the  
20 Refresher.

21 Director Perry said it was two ISO evaluations ago when he and former  
22 Director Plastiras spent close to a million dollars trying to get a Class one  
23 rating. He just wanted to let everyone know how hard it is to get a class one  
24 rating and this time they were able to get it done with very little money  
25 spent.

26  
27 **NRS 241.020 RE: PUBLIC COMMENT. This is a time for the public to**  
28 **comment on any matter, whether or not it is Included on the agenda**  
29 **of this meeting.** Dale Smith said it is a stamp of perfection to the District,  
30 the Board and IVGIDs participation for the District to get this class one.

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33 **Meeting Adjournment.** Chair McKay adjourned the meeting at 1:11 p.m.  
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Beckie Dunn-Spomer, Secretary

\_\_\_\_\_  
Greg McKay, Chairman