

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

3
4 **April 17, 2019**

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

7
8 **MEETING CALLED TO ORDER:** Chairman McKay called the meeting to
9 order at 9:00 a.m.

10
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.
15 Art Cross, Director; Absent.

16
17 **GUESTS PRESENT:** Fire Chief Ryan Sommers, NLTFPD; Sharon Cary,
18 NLTFPD; Bryan Calder, NLTFPD; Mark Regan, NLTFPD; Tia Rancourt,
19 NLTFPD; Casey Quinlan, NLTFPD; Isaac Powning, NLTFPD; Dave McClellan,
20 NLTFPD; Russell Barnum, NLTFPD; Jed Horan, NLTFPD; Mike Steiner,
21 NLTFPD; Todd Bassett, NLTFPD; Steve Higley, NLTFPD; Matt Liguori,
22 NLTFPD; Jeff Cutler, NLTFPD; Alan Green, NLTFPD; Jill Andersen, NLTFPD;
23 Micah Wilcock, NLTFPD and Bruce Hicks, his wife Cindy, his son, and his
24 cousin Dr. Brown. Mark Regan, NLTFPD; Devon Reese, Legal Counsel; Via
25 Phone.

26
27 **APPROVAL OF AGENDA:** Approved.

28
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.**

32 Director Costalupes stated as a contractor in the local community, not as a
33 Board member he wanted to express his dislike for the new Wildland Urban
34 Interface Initiative (WUII) code requiring sheet metal to incase the 4x4 deck
35 joists to reduce fire danger. In his opinion this new regulation causes the
36 wood to rot from trapped water and will not allow the contractors to give an
37 adequate guaranty of their work. He feels the new code is overreaching and
38 unnecessary.

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40 **CONSENT AGENDA:** Approved

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42 **Approval of Minutes of the March 20, 2019 Board of Directors**
43 **Meeting**

44
45 **Review of Accounts Payable for March 2019.**
46

1 **Approval of the March 2019 Monthly Management Report.**

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3 **NEW BUSINESS:**

4
5 **1. Recognition of Captain Bruce Hicks 21 years of service and**
6 **retirement from NLTFPD. (Presented by Fire Chief Ryan**
7 **Sommers)**

8 Chair McKay turned the meeting over to Fire Chief Sommers to
9 introduce Captain Hicks and family. Fire Chief Sommers mentioned the
10 long struggle Captain Hicks had following a traumatic injury while
11 returning from a wildland fire in 2017. Captain Hicks was determined
12 to return to full duty, after a long and intense recovery period he did,
13 then decided to retire. Fire Chief Sommers thanked Captain Hicks for
14 all of his leadership skills and his Hazmat training abilities. Fire Chief
15 Sommers presented a shadow box commemorating his years of
16 service. Captain Hicks accepted his shadow box, with his wife, son,
17 and cousin Dr. Brown. Captain Hicks thanked all of his brothers and
18 sisters in the department and his first EMT partner, Fire Chief
19 Sommers. Captain Hicks said thank you to Former Fire Chief's Brown,
20 Linardos and Enstad for being a huge part of his career and helping
21 him through the years. Chair McKay told Captain Hicks it was a
22 pleasure working with him, his expertise as a medic and his great
23 sense of humor made the day go fast. Chair McKay then excused them
24 to enjoy refreshments in the kitchen.

25
26 **2. Presentation by R & R Partners. (Presented by Lobbyist**
27 **Michael Brown)**

28 Chair McKay introduced Lobbyist and former Fire Chief Michael Brown.
29 Lobbyist Brown explained the 80th legislation session started on
30 February 4, 2019, and since then there have been many changes in
31 representation. Senator Atkinson and Assemblyman Sprinkle have left
32 and this has caused an education curve for all things involved in the
33 process from bills to relationships. Lobbyist Brown said in the
34 legislature having and developing relationships while educating new
35 members is the main job of a lobbyist. Some of the legislators who
36 work closely with the District are Senator Kieckhefer and
37 Assemblywoman Krasner. Seventy- three days have passed with 47
38 days left of this legislative session. Lobbyist Brown thanked Fire Chief
39 Sommers and Fire Marshal Regan for attending meetings, supporting
40 and representing the District at the legislature. April 12, 2019, was the
41 last day to present bills. Some were given extensions and some had to
42 be signed or die.

43 Lobbyist Brown explained Assembly Concurrent Resolution No.4
44 (ACR4) which is a Legislative Commission to conduct an interim study
45 concerning wildfires was brought about by Assemblywoman Swank and

1 Senator Goicoechea. There have been three workshops on this topic.
2 Fire Chief Sommers and Fire Marshal Regan have been invited to
3 speak at these workshops on Wildland firefighting and they have been
4 heard. Many of the legislative body believed that the Nevada Division
5 of Forestry (NDF) was the State's fire department, when in fact the
6 151 Fire Districts and departments throughout the state are the main
7 resources for wildfires. The state of Nevada is 87% Federal land, the
8 Districts and Departments have Mutual Aid Agreements, which provide
9 assistance at no charge to neighboring agencies for a period of time.
10 At these workshops, the leaders of Districts and Departments have
11 been able to educate the legislative committee on how the wildland
12 fires are fought and by whom. The Bill for ACR4 still needs to be
13 passed, however, with the assistance of the committee and
14 representatives from the Districts and Departments it should be
15 passed in the next session. If passed, it authorizes the formation of a
16 two-year working group looking at wildfire practices and coming up
17 with a system to work together statewide by the 2021 session. The
18 Districts systems are being used statewide and nationwide. The
19 District has been a leader in fuels prevention for over 30 years with
20 education and defensible space programs.

21 Lobbyist Brown touched on Senator Kieckhefer's bill Senate
22 Community Resolution No.2 (SCR2), which is a recommendation for a
23 Legislative Commission to conduct an interim study concerning fire
24 protection and related emergency services in Washoe Countywide.
25 Lobbyist Brown said, Senator Kieckhefer is looking into a problem in
26 Washoe County with response times and the ability to provide patient
27 care. Truckee Meadows Fire Protection District (TMFPD) and Reno Fire
28 (RFD) are having a hard time working together to provide timely and
29 efficient transportation along with patient care. It has been brought to
30 the attention of Senator Kieckhefer the issue is not with the whole
31 county, it is isolated to TMFPD and RFD.

32 Lobbyist Brown discussed the information gathered by California and
33 local news agencies about the potential cities to have catastrophic fires
34 in 2019. The discussion has revolved around the large fires
35 experienced by California last year due to maintenance issues by
36 energy companies. The neighboring city of Tahoe City was one listed
37 as a potential site. The District has always worked closely with local
38 energy companies to ensure they are following the defensible space
39 rules. The Senate Bill No. 329 (SB329) was brought about by Nevada
40 Fire Chiefs with support from many organizations. This bill ensures
41 that all energy providers in the state of Nevada provide defensible
42 space to their lands and participation in Community Wildfire Protection
43 Plans (CWPP) and utilization of the WUII fire codes.

44 Lobbyist Brown said his company R & R Partners are monitoring
45 several bills as they make their way through the legislative process,

1 such as bills pertaining to Public Employees Retirement System
2 (PERS), Collective Bargaining Agreements (CBA) and Medicaid.
3 Next week is budget time and the State is trying to figure out how to
4 pay for all the programs in place already and the ones being
5 presented. Lobbyist Brown pointed out some of the main revenue
6 resources are mining and gaming for the State of Nevada, even with
7 all the new industries coming to Nevada most have tax abatements
8 which will stop the State from seeing any revenue for many years to
9 come.

10 Lobbyist Brown explained how the staff of R & R Partners watches the
11 different bills that will, or might eventually affect the District.

12 Lobbyist Brown invited the Board to attend legislative sessions and to
13 ask him questions. He thanked Fire Chief Somers for his support and
14 attendance at the meetings and work groups he attended this session.

15 Lobbyist Brown said to Director Costalupes there is an ongoing
16 discussion at legislation about the implementation of the WUI codes,
17 and welcome any suggestions from contractors to help implement the
18 new codes in a favorable way for the construction industry.

19 Lobbyist Brown said the State of Montana just passed a bill regarding
20 Air B&B's and the regulations regarding them, so he will be watching
21 how that affects Montana and how it could affect the District in the
22 future.

23 Chair McKay asked about possible concerns for ambulance services.
24 Lobbyist Brown said the 450 statute and the Nevada Administrative
25 Code's (NAC) are being opened and reviewed or rewritten to clean up
26 the language where ambulances services are concerned. The Ground
27 Emergency Medical Transportation (GEMT) is alive and still
28 reimbursing, however, it is dependent on the federal funding. Lobbyist
29 Brown said the District is still one of the first departments to have
30 ambulance transports in the State and wrote many of the statutes that
31 are still being used today statewide.

32 Lobbyist Brown said he appreciates the support from Fire Chief
33 Sommers and the board.

34
35 **3. Discussion and Possible Action to Approve Resolution 19-01,**
36 **updating purchasing guidelines in accordance with NRS 332.**
37 **(Presented by Business Manager Cary)**

38 Chair McKay introduced Business Manager Cary to present the
39 resolution. Business Manager Cary said Resolution 19-01 will update
40 the purchasing guidelines from the 2007 resolution to the current
41 statute and will allow the District to stay current with the NRS statute.
42 Director Herron made a motion to approve Resolution 19-01, updating
43 the purchasing guidelines in accordance with NRS 332. Director
44 Bremer seconded the motion. Chair McKay called for a vote. The
45 motion passed unanimously.

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4. Discussion and Possible Action to Approve Resolution 19-02, providing guidelines for determining which purchases should be capitalized or expensed in the year purchased. (Presented by Business Manager Cary)

Business Manager Cary said Resolution 19-02 is to update the capitalization policy from the previously established policy from October of 2000. In the previously established policy, each asset was capitalized by class with individual amounts for each class. This Resolution will provide for one class and a fixed asset capitalization threshold of \$10,000.00, effective as of the beginning of the current fiscal year. This change is in accordance with the Government Finance Officers Association (GFOA) guidelines. Fire Chief Sommers said this change will not affect our inventory or asset control system which the District has in place. Chair McKay asked for questions.

Director Bremer made a motion to approve Resolution 19-02 establishing a new fixed asset capitalization threshold with the effective date of July 1, 2018. Director Herron seconded the motion. Director Costalupes asked how old the original guidelines are. Business Manager Cary said they were established in 1999 and 2000, and the new resolution would be effective at the beginning of the current fiscal year. Chair McKay called for a vote. The motion passed unanimously.

Chair McKay excused anyone who did not want to stay for the Budget workshop.

5. Review and Discussion of the Fiscal Year 2019-2020 Tentative Budget

Fire Chief Sommers said this budget process is a joint effort of the entire District. The line staff has collaterals and submit proposals for what is needed and wanted for their collaterals. Each department head puts in suggestions on operational and capital expenses for the District. Fire Chief Sommers said the ending fund balance looks large, however, as the Fire Chief, he has elected to save for the repayment of the tax revolt lawsuit pending in Washoe County. The District will owe an estimated balance of \$6,000,000.00, to Washoe County, plus interest at approximately \$14,000.00 a month and still accumulating. If the second round of lawsuits is awarded, the District will have set aside an amount of approximately \$9,000,000.00, as of July 1, 2019. Business Manager Cary said, she has estimated the tax rate this year at .6291 and has not raised it in the last seven years, to keep the budget conservative.

This fiscal year budget represents a fully staffed department with three Battalion Chiefs, nine Captains, nine Engineers, twelve Firefighter/Paramedics and three Firefighters in the General fund the

1 other nine Paramedic are in the Ambulance fund.
2 The current ending fund balance of this fiscal year 2018-2019 and the
3 beginning fund balance of the fiscal year 2019-2020 is
4 \$10,954,630.00. The Property tax revenues projected are
5 \$9,425,942.00 and the consolidated taxes \$4,510,444.00. Business
6 Manager Cary discussed the other revenues and how the fire
7 reimbursement revenues have gone up due to the increase in salaries,
8 overtime, and PERS increases. The operations/suppression and fuels
9 management line item expenses are offset by this revenue which is
10 generated by the District's responses to wildfires and is reimbursed
11 based on manpower and equipment usage.
12 The expenses for salaries and benefits have gone up across the District
13 due to the increase in salaries with the new Collective Bargaining
14 Agreements (CBA), increases in PERS, along with an expected increase
15 in health insurance of 10%.
16 In the transfer fund line item, it details the debt service fund, capital
17 projects, and the ambulance fund. The ambulance fund has gone up
18 by \$200,000.00, this is due to the Ground Emergency Medical
19 Transportation (GEMT) revenue being split between the general fund
20 and the ambulance fund. There is an amount of \$1,800,000.00, and
21 1,250,000.00 which is budgeted for the tax revolt lawsuit refund and
22 the interest expected, as Fire Chief Sommers explained earlier. So, the
23 ending fund balance is budgeted to be \$7,426,000.00 at the end of the
24 Fiscal year 2019-2020.
25 Business Manager Cary discussed the individual departments and
26 explained there is an increase in salaries across the District as
27 discussed previously
28 The expense for professional services in administrative executive has
29 gone up by \$10,000.00 to account for the lobbyist and legal services.
30 In administration services, there is an increase in the audit /finance
31 and a decrease in the catastrophic incident insurance. The increase in
32 the audit /finance is due to the GEMT report cost and the Other Post
33 Employee Benefits (OPEB) audit, which is required. The decrease in
34 catastrophic incident insurance is from a reduction in the premium for
35 the Community Wildfire Protection Plan (CWPP). Fire Chief Sommers
36 explained the organization reworked the premiums based on acres
37 burned. The District did not have any burned acres, so the premium
38 decreased from \$60,000.00 to \$1,754.00. Director Herron said "good
39 job", the decrease is a reflection of the fuels staff and the District's
40 work in fuels reduction.
41 Business Manager Cary explained the increases in MIS expenses are
42 for contractual maintenance, small furnishing/equipment and misc.
43 professional services. These increases include an update to the Kronos
44 system and moving expenditures from the Capital Projects Fund to
45 General Fund line item expenses.

1 In the operations general fund, the wages increased due to the CBA
2 and a more accurate over time expense is included in the budget this
3 fiscal year. The difference in retiree medical expense category is due
4 to the change in the way it is categorized in the budget, it is now in
5 the retiree health fund expenditure category. The change will make
6 the new category for retiree health fund expenditure a self-sufficient
7 fund. The expenses in the operations/suppression category are
8 operational expenses which are broken out this year so there is a
9 better tracking system on individual expenses. Chair McKay asked
10 about the rope expense. Business Manager Cary said yes, most of it is
11 worn out and needs to be replaced. Fire Chief Sommers explained how
12 the individual department expenses are presented for approval in the
13 budget, for example, Captain Woodcock presented three different
14 proposals on how to keep our Personal Protection Equipment (PPE) in
15 satisfactory condition. The plan is to replace turnouts at one-third of
16 the total inventory at a time, so eventually, there will be a second set
17 of turnouts for each firefighter. This system will avoid the situation,
18 such as the rope expense this year, where all the rope must be
19 replaced at one time.

20 Business Manager Cary explained the increases in building
21 maintenance and small furnishings are expenditures budgeted in the
22 Capital Projects Fund, over the last few years, and are now in the
23 General Fund due to the change in capitalization threshold.
24 Assistant Fire Chief Calder explained the proposals for operating
25 expenses in rescue and operation/suppression. He explained in detail
26 the rescue expenses: a new rescue toboggan, carbon monoxide testing
27 equipment, the replacement of rope and bailout kits, thermal imagers
28 for Captains, struts for vehicle stabilization and training in confined
29 space and water rescue. All of these expenses will improve the ability
30 of the District to provide the level of service expected by the
31 community.

32 In the operations and suppression, small furnishings/domestics
33 category, the District is in need of new mattresses in all stations. It
34 has been over ten years since any have been replaced. The other
35 items are exercise equipment and a radio application. Fire Chief
36 Sommers explained this is a secured application, for our employees to
37 use in the line of duty, which will provide secured communications
38 between dispatch and the on-duty Battalion Chiefs at a cost of
39 \$9,000.00 a year with no contract, offered by secured solutions.
40 Business Manager Cary talked about the public education challenge
41 coin request, and the new website. Director Bremer asked about the
42 necessity for the challenge coins. Assistant Fire Chief Calder explained
43 the District is trying to start an employee recognition program and the
44 challenge coin is the first step in this process. There is going to be a
45 recognition ceremony in May to recognize our staff for their years of

1 service and dedication. The staff has asked to have challenge coins as
2 part of this recognition process. Business Manager Cary explained the
3 increase of \$7,000.00 in public education, professional services, is to
4 update our web page.

5 The increase to small furnishings in prevention is to move offices and
6 to equip the new inspector position approved last fiscal year. Fire
7 Marshal Regan explained via phone conversation, the increase in office
8 printing is to have all the building plans scanned and archived on a
9 secure cloud. The District is required to keep plans for the life of the
10 building.

11 Director Costalupes asked if community members can come to the
12 District and view the plans. Fire Marshal Regan said yes, prior to the
13 District having the plans, those interested in viewing old plans would
14 have to go through the County to review them.

15
16 Business Manager Cary explained there will be a transfer into the
17 Capital projects fund of \$392,310.00 to cover the expenses of Station
18 11 heating and cooling controls, required automatic sprinklers for
19 Incline Station, a required upgrade to the sprinkler system at Station
20 11 and the repairs to Station 12 front door, as approved in Fiscal year
21 16-17.

22 Fire Chief Sommers discussed the expenditures for new equipment.
23 The new engine was approved last fiscal year and is carried over to
24 this fiscal year. The possibility of a remount for one of the existing
25 ambulance chassis' for next fiscal. Most of the fleet equipment has
26 high mileage. The District is attempting to replace the fleet on a
27 rotating basis, in order to keep the expenses down. For the last few
28 fiscal years, we have been saving for new crew carriers for the fuels
29 crews. This fiscal year the District has received a bid from Braun
30 Northwest to purchase two crew carriers for just under \$500,000.00.
31 Division Chief Powning did research on remounting the current crew
32 carriers on new chassis'. However, it was more expensive.

33 Fire Chief Sommers explained the expense to replace the network
34 switches, fiber connection, and a replacement server is to ensure the
35 District's ability to access reliable network services. The expense of
36 \$25,000.00 for radios is the District's portion of the Washoe County's
37 statewide-shared radio system.

38 The ongoing replacement of radios is to keep the District's radios
39 current with the new system. The expense for the replacement Self-
40 contained Breathing Apparatus (SCBA) equipment and cylinders is an
41 ongoing expense to keep the crews in proper breathing equipment.

42 Fire Chief Sommers explained the expense in 2023-2024 of
43 \$122,500.00 is in anticipation of replacement of all masks and testing
44 equipment, because ten years ago the district received a grant to
45 replace all of them.

1 Director Herron asked if the financing expense of \$1,525,000.00 is to
2 replace the engines, water rescue, and crew carriers. Business
3 Manager Cary said yes. Business Manager Cary said the financing has
4 not been determined as of yet, however, when the time comes it will
5 be discussed at a Board meeting prior to agreeing to any terms.

6 Business Manager Cary explained in debt service the amount for this
7 fiscal year is \$500,989 and as the spreadsheet shows, the District
8 should be debt free in four years.

9 Business Manager Cary pointed out she had skipped the ambulance
10 fund. Business Manager Cary explained this fund provides for nine
11 Firefighter/Paramedics salaries, benefits, and expenses along with
12 services and supplies totally \$2,534,011.00 and with revenue expected
13 of \$2,329,410.00. The net change to the budget is a negative
14 \$204,000.00. However, there is \$185,915.00 of depreciation expense,
15 with no cash value.

16 Business Manager Cary talked about the overall budget analysis.

17 Business Manager Cary explained the analysis is an overall explanation
18 of the budget revenues and expenses combined. Business Manager
19 Cary pointed out the next few pages and briefly explained the Training
20 expense, personnel costs, and salary ranges, with changes to the fuels
21 management crew salaries in accordance with Consumer Price Index
22 (CPI).

23 Business Manager Cary then reviewed the five-year plan explaining the
24 plan is the percentages are same as previous years and shows where
25 the District could be in five years with the repayment of the tax revolt
26 lawsuit.

27 Business Manager Cary pointed out the required fund balance amount
28 in the fiscal year 2019-2020 is \$713,509.00 and the Districts fund
29 balance should be \$8,951,095 with the addition of \$1,525,000 in
30 medium term financing and the anticipation of repayment of tax revolt
31 lawsuit. In the fiscal year 2023-2024 with repayment of the taxpayer
32 lawsuit the District's ending fund balance could be \$385,712.00 with a
33 requirement of \$855,405.00, so being conservative in the next few
34 years is very important.

35 Chair McKay asked for questions. Director Bremer said she appreciates
36 the use of the lower tax rate. It makes her job as a Board member
37 easier when asked about the tax rate. Director Bremer asked what the
38 maximum tax rate could have been. Business Manager Cary said the
39 maximum tax rate the District could have assessed was .6784 and the
40 maximum overall was 3.66. Director Herron and board members said
41 "good job". Chair McKay said "great job" and asked if the tentative
42 budget was sent to the State as agreed upon at the last BOD meeting.
43 Business Manager Cary replied yes, she mailed it last week.

44
45

1 **OLD BUSINESS:**

2 None

3
4 **REPORTS:**

5
6 ***Legal Counsel Reports – (Legal Counsel, Devon Reese)**

7 Devon Reese said he has meetings the next couple weeks with Washoe
8 County Commissioner Berk-Bigler and their legal counsel to discuss the tax
9 revolt lawsuit and the direction it is going. He is anticipating having an
10 update at the next BOD meeting.

11
12 ***Board of Director Comments/Reports:**

13 None

14
15 ***Fire Chief's Report.**

16 Fire Chief Sommers said the District has submitted a grant application
17 through Nevada Department of Emergency Management (NDEM) to Federal
18 Emergency Management Agency (FEMA) for Defensible Space Evaluation
19 (DSE), Home Hardening and fuels projects. FEMA said they were going to
20 deny the grant because the District does not have their own hazardous
21 mitigation plan. Washoe County has agreed to have the Districts name and
22 logo added to the existing mitigation plan for FEMA to see for a minimal fee
23 of \$2,500. This will help ensure the grant funding is approved.

24 Fire Chief Sommers said he has been asked by NDEM to participate in the
25 Governors Wildfire briefing on May 1, 2019 on wildfire season in the state.
26 Lobbyist Brown has covered the legislation issues coming up.

27 Fire Chief Sommers said, on May 13, 2019, Chief David Fogerson from East
28 Fork Fire and himself are putting on a Mutual Aid summit for all Chiefs in
29 Northern and Western Nevada along with NDEM to discuss the Nevada
30 Mutual Aid programs in place. They will try to explain how those agreements
31 will work, with the retirement of NDEM Kelli Barratti. Kelli Barratti has
32 agreed to help put on this summit and to pass on her knowledge and
33 expertise on the agreements.

34 On April 16, 2019, Fire Chief Sommers said, he accepted a basin-wide
35 wildfire proclamation for the month of June, from the Washoe County Board
36 of Commissioners.

37 On March 23, 2019, Fire Chief Sommers said he met with the captain from
38 Washoe County Dispatch to discuss the upcoming contract for 2020-21 fiscal
39 year and the changes they want to make, he said he hopes to present a new
40 contract to the Board soon.

41 Fire Chief Sommers said there has been some social media posts and
42 comments surfacing surrounding the District and a local business. Fire Chief
43 Sommers stated, if there are any concerns please direct them to himself or
44 to legal counsel Devon Reese as the situation is being addressed at the
45 County level.

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***Chief Officers Reports.**

Assistant Fire Chief Calder shared, the line staff put on an impromptu training session at the Incline village community hospital for their RN's and emergency staff. He received an email the following day stating "It was an exceptionally excellent presentation! We are so thankful for your support and expertise. Russ Barnum is extremely knowledgeable about cardiac pathophysiology and lifesaving interventions. He did a fantastic job teaching us and reviewing ACLS algorithms. Thomas Roen also has a superior grasp of cardiac care and was an excellent support to Russ's presentation."

Assistant Fire Chief Calder answered a question that was asked in the budget discussion about how many bailout kits would need to be ordered. Assistant Fire Chief Calder said, after speaking with the training coordinator Battalion Chief McClellan they would need to purchase 50 bailout kits.

***Fuels Management Reports.**

Division Chief Powning said to elaborate on the FEMA grant discussed in Fire Chief Sommer's report the \$2,500.00 to Washoe County will help facilitate grant funding in an amount of \$1,000,000.00.

The fuels crews have been completing training in house and at Truckee Meadows Community College (TMCC).

Since the weather has been cooperating the crews have been able to locate and clear all the fire hydrants in the District as of last week. The crews have also been able to start on the Nevada Regional Project in the Tunnel Creek area to get some of the work there completed.

Division Chief Powning said Fire Chief Sommers, Compliance Officer Rodriguez and himself have started reviewing and updating the Memorandum of Understanding (MOU)'s and salary surveys for the upcoming fire season.

As far as the chipping and DSE's are concerned the District will open up the request May 20, 2019, and start to implement the programs after Memorial Day weekend.

The start date for the seasonal hand crew is June 3, 2019, and Division Chief Powning anticipates keeping them on till November depending on the needs of the District.

The District will be hosting two to three events in the Tyner area fulfilling some of the Tahoe Network of Fire Adapted Communities (TNFAC) grant requirements. Fuels management staff will be going into the schools at the eighth and ninth grade levels, doing fuels reduction and prescribed burning education.

Fire Chief Sommers asked Division Chief Powning to explain the TNFAC to the Board. Division Chief Powning explained TNFAC is a grant funding group which pays for the DSE inspector, the chipping programs in District and North Tahoe District and community outreach and education programs.

Director Herron asked if in the higher elevation neighborhoods is there a way

1 to get taller hydrants stakes. Fire Chief Sommers said there are longer
2 stakes however, they tend to bend. The other possibility is to have IVGID
3 install hydrant extensions. Chair McKay asked if the cleared hydrants were
4 the list of priority fire hydrants that were cleared. Fire Chief Sommers said
5 yes, he approved overtime for the crews to clear hydrants because it was
6 less expensive than utilizing the Community Wildfire Protection Plan (CWPP)
7 crews.

8
9 ***Business Manager Reports.**

10 Business manager Cary said she wanted to let the Board know the OPEB
11 audit will start next week and they will be here for three weeks. This is the
12 first audit so there might be a few items to bring to the Board next meeting.
13 Business Manager Cary said the Board meeting next month will be changed
14 to May 22, 2019, at 12 p.m., it is required to have a public hearing within a
15 certain time frame to approve the budget.

16
17 ***Public Education Information Officer Reports.**

18 Public Information Officer Rancourt will email her report to the Board
19 members.

20
21 ***Local 2139 Union Reports.**

22 No report

23
24 **NRS 241.020 RE: PUBLIC COMMENT. This is a time for the public to**
25 **comment on any matter, whether or not it is Included on the agenda**
26 **of this meeting.** None

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28 **Meeting Adjournment.** Chairman McKay adjourned the meeting at 11:05
29 a.m.

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33 _____
Beckie Dunn-Spomer, Secretary

Greg McKay, Chairman