

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

**February 17, 2021**

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

**MEETING CALLED TO ORDER:** Chair Herron called the meeting to order at 12:00 p.m.

**\*Roll Call of the North Lake Tahoe Fire Protection District Board of Directors:** Upon roll call, the following Board Members were present: Susan Herron, Chairman; Greg McKay, Vice-Chairman; Denise Bremer, Secretary-Treasurer; James Costalupes, Director, Art Cross, Director.

**\*Guests present:** Fire Chief Ryan Sommers, NLTFPD; Assistant Fire Chief Russell Barnum, NLTFPD; Interim Fire Marshal Jennifer Donohue, NLTFPD; via teleconference, Legal Counsel, Devon Reese; Business Manager Sharon Cary, NLTFPPD; Division Chief Powning, NLTFPD; James Nelligan, Union Vice-President; Administrative Assistant/Board Secretary Andreina Quiroz, NLTFPD; Captain Jake Chatelle, NLTFPD; Engineer James Nelligan, NLTFPD; Kevin Green, TDFPD; Jane Chatelle, Luke Chatelle, Nicole Chatelle, Frankee Chatelle, Marcus Chatelle, Lewis Chatelle, Kelly Nelligan, Joseph Nelligan, Henry Nelligan, Clara Nelligan.

**Approval of Agenda:** Approved as submitted.

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

Director Costalupes asked to make public comments. He began by introducing himself, Jim Costalupes, General Contractor and provided a document regarding an addendum for the Foil Faced Bitumen and Sheelmetal Flashing on decks. Mr. Costalupes stated he moves to strike the requirement of foiled faced bitumen and sheetmetal flashing to wood deck joist per Amendment and Exhibit B to the 2018 International Wildland-Urban Interface Code. He added he made issue of this when former Fire Marshal Mark Regan brought it up and he fights it every day at his jobs. He builds decks on every project, on multimillion-dollar houses, and this is an unnecessary and major added expense for the consumer and he believes it is minimal protection. Mr. Costalupes stated that what is being created, is a moisture decay time bomb for the structure. We are creating the decay of the wood structure that people walk on, and he sees it as a safety and

1 health issue. Mr. Costalupes stated that over the years he has found that  
2 elevated drive decks, the type that you drive into from the street on a  
3 downhill lot, have had moisture problems. The moisture problems show up  
4 after 15 to 20 years and he is starting to see the results of the decay, as he  
5 has gone back and exposed under the decking, the treatment that is laid out  
6 in its application. Mr. Costalupes explained that what is happening is that  
7 moisture is being trapped between the bitumen, the rubber bitumen and the  
8 wood deck and it generates through condensation or capillary inductions,  
9 and it remains wet and it does not have a chance to dry out, so it is not  
10 breathing. Furthermore, he explained that if it were wood against wood,  
11 there are open pores and it would dry out in the summer months, and even  
12 that has a limited life expectancy. Mr. Costalupes, stated that this is creating  
13 a problem and asked everyone to please read the document he provided  
14 more thoroughly. He added that the cost to the owners is thousands of  
15 dollars per deck and he believes that former Fire Marshal Regan overstepped  
16 by pushing this item so hard. He stated that it was one thing to create these  
17 regulations, and he resisted then but is now saying this was a bad idea. Mr.  
18 Costalupes asked for this request to be considered, as the cost of building a  
19 deck now averages up to \$100.00 a square foot and people really do not  
20 want to see the shiny tinfoil in between their hardwood decking. Mr.  
21 Costalupes stated he closes this statement by saying that he is not a Fire  
22 Science Specialist, or a consulting Engineer but he believes you can talk to  
23 any consulting engineer and they will tell you the evils of moisture. He  
24 stated that the solution of the bitumen foil is not really solution but rather an  
25 ongoing program. He concluded by stating that was his presentation as a  
26 builder here in town and thanked all for their time.

27  
28 Chair Herron thanked Mr. Costalupes and added that this would be  
29 addressed under the Chief report so that Chief Sommers may take a look at  
30 this at a later time.

31  
32 Chair Herron asked if there was any other Public Comment.

33  
34 No further public comment.

35  
36 Public comment session is now closed.

37  
38 **CONSENT AGENDA:** Approved as submitted.

39  
40 Approval of Minutes of the December 09, 2020 Board of Directors Meeting.

41 Review of Accounts Payable for December 2020.

42 Review of Accounts Payable for January 2021.

1 Approval of the December 2020 Monthly Management Report.

2 Approval of the January 2021 Monthly Management Report.

3 **NEW BUSINESS**

4  
5 **1.** Recognition of Captain Jay Euse 20 years of service and retirement from  
6 NLTFPD, presented by Chief Sommers.  
7 Chief Sommers began by stating that we are seeing many retirements and  
8 it is all a good and positive thing. Chief Sommers asked Captain Jay Euse  
9 to please step forward.

10  
11 Chief Sommers introduced Captain Euse by stating he began with North  
12 Lake Tahoe Fire Protection District (NLTFPD), in 2001 as a Paramedic (PM)  
13 and he had the experience of working for Chief Sommers when he was a  
14 Captain. Captain Euse was promoted from PM to Engineer in 2008 followed  
15 by his promotion to Captain in 2014; he then became Acting Battalion Chief  
16 (BC) in 2017, which leads us up to his retirement today.

17  
18 Chief Sommers formally recognized Captain Euse as he brought good tactic  
19 strategies and overall objectives to the District especially his time as  
20 Captain. Captain Euse came to us from Carson City Fire, prior to that he  
21 was with Bureau of Land Management (BLM), he came to use with  
22 experience and it showed, which was awesome. Chief Sommers is in hopes  
23 that Captain Euse had a great career here, as he knows NLTFPD appreciates  
24 having him and his input and expertise.

25  
26 Chief Sommers presented Captain Euse with a Shadowbox made in his  
27 Honor to recognize him for his 20 years of service.

28  
29 Captain Euse began by thanking everyone. Captain Euse began by stating  
30 that in 1994 he was going to college to become a Medical student, as he  
31 wanted to be an Emergency Room (ER) doctor or an orthopedic surgeon.  
32 Through a stroke of luck, he had a friend of a friend who got him a job  
33 fighting fire with BLM, and although he cannot say his parents were super  
34 happy that he was going to drop out of college and not become a Doctor to  
35 become a Firefighter (FF) but he knew this is what he wanted to do. He  
36 added that learned that he was a part of a very select group that you are  
37 constantly challenged to improve and the results of that improvement is to  
38 serve others better, being a FF people ask, "Do you like your job?" and to  
39 him the answer was always, "No, I love my job." He stated that was a  
40 common thread with people who are a part of this community and family.  
41 Captain Euse added that he had no idea how to serve this community or  
42 Department that he has received ten-folded in return. Captain Euse took a  
43 moment to thank everyone on behalf of Karen, Nick and Shawn for all the  
44 support given to them. He added that he will miss a part of the job but is  
45 also ready for new challenges and move forward. Captain Euse stated he  
46 appreciates the recognition and really holds the thanks to the District and

1 the community for everything that has been done for him. Captain Euse  
2 thanked everybody.

3  
4 **2.** Badge Pinning for promotion of Jake Chatelle, Captain; James Nelligan,  
5 Engineer, presented by Chief Sommers.

6  
7 Chief Sommers began by saying that we get to backfill Captain Euse with  
8 Jake Chatelle, Chief Sommers asked Captain Chatelle to please step  
9 forward.

10  
11 Chief Sommers presented Captain Chatelle by stating he came to NLTFPD  
12 in 2009 as a Crewmember, then became FF/Emergency Medical Technician  
13 (EMT) with us, and attended Medic school while employed here and became  
14 a Paramedic (PM) on the line and has done a great job. Chief Sommers  
15 stated he looked forward to having Jake in this position, as he has a wealth  
16 of knowledge and background. Chief Sommers expressed his excitement to  
17 promote FF/PM Jake Chatelle to Captain.

18  
19 Chief Sommers had Captain Chatelle's spouse and children step forward to  
20 pin him with his Captains badge and congratulated him.

21  
22 Chief Sommers informed the Board that we also had a recent retirement of  
23 Engineer Steiner, and he is in hopes we will be able to recognize him at the  
24 next Board of Directors Meeting.

25  
26 Chief Sommers informed everybody that Engineer Steiner would be  
27 replaced by, James Nelligan. Chief Sommers asked him to please step  
28 forward.

29  
30 Chief Sommers introduced Engineer Nelligan by stating he came to NLTFPD  
31 from Bishop, CA in 2013 as a PM/FF and now promoted to Engineer.

32  
33 Chief Sommers had Engineer Nelligan's spouse and children step forward  
34 to pin him with his Engineer badge and congratulated him.

35  
36 Chief Sommers informed guests that there were desserts in the kitchen.  
37 Chair Herron excused guests from the Board of Directors Meeting.

38  
39 **3.** Discussion of and Possible Action to elect the Officers for the North Lake  
40 Tahoe Fire Protection District Board of Directors for 2021. The election of  
41 the Officers is effective immediately after the adjournment of the February  
42 17, 2021, Board of Directors Meeting.

43  
44 Chair Herron opened the floor for nominations.

45  
46 Vice-Chair McKay stated he had no problem with keeping the current  
47 placement but was curious to see if there was any other Director who  
48 wanted to step forward.

1  
2 Director Cross stated that he would like be Vice-Chair so as to have one  
3 more year of experience, but once he goes back to work, he may not be  
4 present for some meetings.

5  
6 Vice-Chair McKay made a motion to nominate Susan Herron for Chairman,  
7 Art Cross for Vice-Chairman, Denise Bremer for Secretary-Treasurer.

8  
9 Chair Herron seconded the motion.

10  
11 The question was called; the motion passed unanimously.

12  
13 **OLD BUSINESS:** No old business.

14 \*Legal Counsel Reports.

15 No Report.

16 \*Board of Directors Comments or Reports.

17 Director Cross stated he came by the Station and BC Green and FF/PM Fonken  
18 showed him the new rescue boat and he encouraged everybody to take a look at  
19 the new boat. He was very surprised by all the capabilities of the boat and  
20 recognized they are all good things to have. He complimented the addition of the  
21 boat and stated it was a great asset.

22 Vice-Chair McKay commented on Director Costalupes Public Comment and asked  
23 Interim Fire Marshal Donohue as he was curious about her opinion on a substitute  
24 that may be more practical and cause less damage.

25 Interim Fire Marshal Donohue replied that this was performed by a study of the  
26 Insurance Institute and that is where the requirement came from. She added that  
27 she would not give a personal opinion, but believes we can look at alternatives.

28 Vice-Chair McKay asked if Director Costalupes could meet with her and possibly  
29 bring as a Board item in the future for further discussion.

30 Chair Herron, agreed with Vice-Chair McKay and stated that she would like for  
31 Interim Fire Marshal Donohue and Director Costalupes to meet and work together  
32 and see if there is a solution to bring back to the Board.

33 Chair Herron took a moment to thank the District for the vaccination program. She  
34 complimented the team, and added that she has heard nothing but great reviews  
35 and said that the District is making a lot of people in the community very happy  
36 and she expressed that it was an honor to be a NLTFPD Board Member when you  
37 have that many community members coming up to you and complimenting you.

1 \*Fire Chief Reports presented by Fire Chief Sommers.

2 Chief Sommers began by reporting to the Board on Operations and stated there are  
3 happenings with the State's mutual aid, and how it works in the State of Nevada.  
4 Chief Sommers informed the Board that there were changes that were held with the  
5 Department of Emergency Management and it then went to Nevada Division of  
6 Forestry (NDF). He explained that normally we would call the NDF Duty Officer and  
7 let them know we need resources, where, why and what is going on and the  
8 process has not worked with NDF and is ultimately falling apart. Chief Sommers  
9 stated he attended a meeting two weeks ago, that absolutely fell apart. Chief  
10 Sommers informed the Board that he was appointed to Sub-Chair of a Sub-  
11 Committee to help fix the process. He also advised that there was going to be a  
12 NLTFPD Fire Chief that will be asking to speak with the Director of Natural  
13 Resources and State Foresters, Kasey KC, State Fire Warden's boss and if that does  
14 not work, they will go to the Governor. Chief Sommers stated that the first meeting  
15 would be held next week and retired Fire Chief Michael Brown would be assisting  
16 with facilitating the meeting as he has history there and as a lobbyist, he would be  
17 the better one to facilitate.

18 Chief Sommers reported that as the Board knows we have an agreement with NV  
19 Energy, and he would like to inform the Board that NV Energy would like to buy us  
20 more equipment. Chief Sommers confirmed that we would like to accept the  
21 equipment, and informed the Board that during the March 2021 Board of Directors  
22 Meeting, we are going to augment the budget for the Capital purchases. Chief  
23 Sommers reiterated that the equipment would be purchased by funds from NV  
24 Energy.

25 Business Manager Cary added that for this, we have to go through the Department  
26 of Taxation to augment our Capital Projects budget because we did not budget for  
27 these expenditures in our books.

28 Chief Sommers confirmed that since we will own the equipment, it has to go  
29 through our books.

30 Chief Sommers also reported on the Tax Revolt and confirmed it is slowly moving  
31 forward, and with that, he had a citizen of Incline Village e-mail him to ask if  
32 NLTFPD would be setting up a formal donation process so they could bring their  
33 money and donate back to the Fire District. Chief Sommers replied that NLTFPD  
34 would not be doing that unless the Board decides otherwise, and if they would like  
35 to still donate, they can however there will be no formal process to do that.

36 Chief Sommers stated he would report on Short-Term Rentals (STR's) at the end of  
37 his report, and moved on to provide an update on the Grass Valley Command  
38 Center (GVCC) from a Chiefs perspective. Chief Sommers informed the Board that

1 after speaking with the GVCC BC, who he had just spoken to today, he was  
2 informed that we are going to see a substantial amount of savings in our first year  
3 of with to GVCC. The reason being is GVCC had two Communication Operators  
4 positions open due to Covid-19, in which they have not been able to fill. The two  
5 openings are a salary saving that GVCC will pass onto their customers.

6 Chief Sommers then reported that a local group of people, that include Linda  
7 Offerdahl, are starting an organization, Incline Village Crystal Bay Community and  
8 Business Association. The organization has approached us as they would like for  
9 NLTFPD to be a founding member of the organization. Chief Sommers stated that  
10 the purpose of this organization would be for announcements and positive things  
11 that are happening in the community. Since the newspaper is gone, we do not have  
12 any other avenue than Press Releases from our Public Information Officer Tia  
13 Rancourt, who is doing a great job, but he recognized the difficulty to reach people.  
14 With this organization, Chief Sommers is in hopes to reach a broader audience.  
15 Chief Sommers informed the Board that in order to become a founding member,  
16 they are asking for a \$5,000.00 foundation donation one-time fee. Chief Sommers  
17 explained to the organization that he would need to take the request before the  
18 Board for review and approval, and advised the organization that his plan was to  
19 have a presentation for the Board during the March 2021 Board of Directors  
20 meeting to see if the Board would like to go down this avenue. Chief Sommers  
21 added that he knows the organization has contacted Incline Village General  
22 Improvement District (IVGID), Incline Village Community Hospital (IVCH), as well  
23 as other organizations but he does not know where those organizations stand.

24 Lastly, Chief Sommers reported on STR's. Chief Sommers began by advising the  
25 Board that there will be another first meeting that is to be held on February 23,  
26 2021. He added that we have a new County Commissioner who represents Incline  
27 Village and Crystal Bay, Alexis Hill. Chief Sommers reported that he himself and  
28 Assistant Fire Chief (AFC) Barnum have met briefly with her a couple of times and  
29 commented on how great she was and added that she is listening and doing a good  
30 job. Additionally he said Ms. Hill wanted changes to the STR document when she  
31 took office. Chief Sommers informed the Board that the original STR document had  
32 been retracted and re-drafted, and that draft is what is to be presented, on  
33 February 23, 2021. Chief Sommers brought it to the attention of the Board that  
34 there are community members that are using NLTFPD and using NLTFPD to explain  
35 what we want in this draft agreement, Chief Sommers confirmed that that  
36 information was not accurate and added that the information that is being said is  
37 not what NLTFPD wants. Chief Sommers stated we have a good working  
38 relationship with Washoe County, and our Legal Counsel, Devon Reese has talked  
39 to Washoe County Deputy DA assigned to the STRs and the BCC. They are all on  
40 the same page, and we are working well together and although it may not be

1 exactly what every single person in the community wants but we are doing what we  
2 can to do what is right when it comes to codes.

3 End or report.

4 Vice-Chair McKay asked if Chief Sommers knew of any significant changes from the  
5 draft code document from months ago to the redrafted version.

6 Chief Sommers turned the question to Interim Fire Marshal Donohue.

7 Interim Fire Marshal Donohue answered that the only significant change that came  
8 from Washoe County Commissioner Hill was that she wanted to see annual  
9 inspections performed and do away with the incentive program. Interim Fire  
10 Marshal Donohue's added that her understating in speaking with Ms. Hill was that,  
11 it was the intention that Building Department would do the inspections not the Fire  
12 District. We would still be doing our inspections, but the requirement for annual  
13 inspections was not placed upon the Fire District.

14 Vice-Chair McKay asked if it would require an annual fire inspection also.

15 Interim Fire Marshal Donohue replied it would have a defensible space inspection,  
16 although it may be not annually, because it would not require but if they have fire  
17 protection systems then yes we would be in there annually.

18 Vice-Chair McKay thanked Interim Fire Marshal Donohue.

19 Chair Herron added that there is a report that could be printed to see a copy of the  
20 ordinance.

21 Chair Herron asked if there were any other questions for Chief Sommers.

22 No further questions.

23 \*Chief Officers Reports presented by Assistant Fire Chief Barnum.

24 AFC Barnum began by thanking the Board.

25 AFC Barnum reported for BC Sambrano on Emergency Medical Services (EMS), and  
26 said they are working on re-certifications; it has been a slow go with the State due  
27 to Covid-19. They are also working on Clinical Laboratory Improvement  
28 Amendments (CLIA) certification for rapid Covid-19 tests, to use outside and within  
29 the District as there are a number of kits available to us.

30 AFC Barnum concurred with Chief Sommers and complimented Dispatch as they are  
31 doing a fantastic job and we are currently looking at how to continue to improve  
32 out response times.



1 AFC moved on to report on Training for Chief McClellan, this month's training is FF  
2 survival and they are doing bail outs, such as jumping out of windows, FF rescue.  
3 He added that the real focus that they are doing is since everyone is back from the  
4 Academy, is getting the new hires up to speed. AFC Barnum said when they met  
5 with the Regional Training Center; they complimented NLTFPD by saying we had  
6 the best people. Additionally, there is an Engineer test in May, so people are  
7 working towards that.

8 AFC reported Fleet is up and working, Mechanic Josh Phillips is doing the best he  
9 can while his arm in a sling.

10 AFC Barnum thanked Chair Herron for her comment regarding Covid-19 and he  
11 added that he believes Fire Departments were designed for this in small  
12 communities and this is how community risk reduction is done. AFC Barnum  
13 thanked IVGID for their help and their facilities and as well as IVCH. AFC Barnum  
14 again, thanked FF/PM Jill Andersen for all of her hard work and stated she is  
15 deserving of a lot of credit for all of success. AFC Barnum reported NLTFPD has  
16 done 650 vaccinations to date within the next week 220 more are to be  
17 administered. He added that the State has advised us that due to the freezing  
18 temperatures in Texas, there is a delay in received the next vaccine doses so we  
19 will see what that does.

20 AFC Barnum thanked Chief Sommers and the Board for all of their continued  
21 support throughout these times.

22 Director Cross agreed with the community and eluded how great it is that we are  
23 helping, he asked if there was a plan to continue this as the State approves  
24 different tiers.

25 AFC Barnum replied, everyone is trying to adjust to communications with Washoe  
26 County as they are looking at their overall plan and looking to re-design the plan,  
27 as there are two places for vaccine distribution in Reno. AFC Barnum informed the  
28 Board that we are moving to the 65+ group and no one else in Washoe County is  
29 doing that, he added that we have exhausted our 70 and older population and the  
30 County is allowing us to move to that lower tier, making us ahead of most of the  
31 communities in Washoe County. AFC Barnum does not think things will change for  
32 us as they are happy with the way we are doing things, but we will see what  
33 happens.

34 \*Prevention Reports presented by Interim Fire Marshal Donohue.

35 Interim Fire Marshal Donohue stated she had submitted her report for Board  
36 packets and is available for any questions.

37

NLTFPD

- 1 BOD
- 2 March 2021
- 3 I. Prevention Report for February 2021 (17 regular working days)
- 4
- 5 A. Inspections completed = **66**
- 6 1. Business License, Washoe County Child Care, Reoccurring/Annual,
- 7 Re-inspections, and Complaints = 6
- 8 2. Construction = 40
- 9 3. D-Space (const. related only) = 7
- 10 4. Fire drills = 0
- 11 5. Knox Box = 6
- 12 6. Special Event = 2
- 13 7. Burn permit/Hot Work inspections = 5
- 14
- 15 B. Plan review projects received (includes initial, corrections, and
- 16 revisions) = **55** (80 hours)
- 17 1. WC = 34
- 18 2. NLTFPD = 6
- 19 3. Pre-TRPA = 15
- 20
- 21 C. Permit fees (billed for December 2020) = **\$ 11,937.99**
- 22 1. NLT & Pre-TRPA review/inspection fees = **\$3,353.00**
- 23 2. WC review/inspection fees = **\$8,584.99**
- 24
- 25 D. NLT construction permits (fire sprinkler, fire alarm, kitchen hood
- 26 suppression, residing, hot work, etc.) issued = **7**
- 27
- 28 E. Burn permit/recreational fuel-fired/ Hot Work permits issued = **5**
- 29
- 30 F. Fires investigated = 0
- 31
- 32 G. Training hours = **9** hours
- 33
- 34 H. Public Education Presentation Outreach (COVID Clinics) = **5** tasks (18
- 35 hours)
- 36
- 37 II. Short-Term Rental update
- 38 A. The first reading by the Washoe County BCC was done 2/23/2021.
- 39 Second reading will occur on March 23, 2021. If passed, privilege
- 40 license program starting May 1 with three-month grace period.
- 41 Enforcement to start Aug.1.

1 B. Amendment to NLTFPD fee schedule submitted as separate agenda  
2 item for April 2021 (tentatively).

3 \*Fuels Management Report as presented by Division Chief Powning.

4 Division Chief Powning (DC Powning) reported crews are burning as much as they  
5 can and it may be slower due to weather, but they are 90-95% through with what  
6 they had for the year and hoping to be done with the work in town by the end of  
7 February.

8 DC Powning stated the NV Energy crew were working in Genoa for eight weeks and  
9 they are now working in Dayton on the power lines leading to Storey County.  
10 Additionally, once the crews are finished working locally or if they are unable to cut  
11 locally they will go and assist NV Energy.

12 DC Powning reported that seasonal hiring process is currently happening and going  
13 well. Interviews will be concluding today and he hopes to be offering jobs in the  
14 next few weeks. He also added that the Defensible Space Inspector seasonal  
15 position has been posted and closes April 2, 2021.

16 Like Chief Sommers mentioned, DC Powning eluded that NV Energy would like to  
17 buy us equipment; he added that we have received a new Purchase Order (PO) to  
18 obtain one more engine and couple chase trucks, as well as a Chipper and a Chip  
19 truck. He added that the Chipper and Chip truck were a dual grant from NV Energy  
20 and NDF. He added that the engine and the two vehicles have been ordered, but we  
21 do not have word on when we will have them.

22 Lastly, DC Powning reported that the Christmas Tree Chipping Program had  
23 concluded and there were 1293 trees chipped.

24 Vice-Chair McKay asked if the lineup for this year would consist of two hand crews  
25 and two NV Energy Crews.

26 DC Powning replied the lineup would be two hand crews and three Type-6 Engine  
27 modules.

28 Vice-Chair McKay asked if there was plenty of work to do.

29 DC Powning replied yes, they are at 1.6% of the NV Energy grid as a whole  
30 including other agencies, so there is plenty of work.

31 Vice-Chair McKay asked how much time crews spend between Incline versus North  
32 Tahoe.

33 DC Powning replied that Rifle Peak spent about 85% of last year in North Tahoe, as  
34 they wanted the job they had complete. He added that we will have those crews

1 here in Incline this year until more funds are available. He added that with us  
2 obtaining the Landscape Scale Restoration (LSR) Grant we are able to work on the  
3 untouched area above the ski resort, adjacent to the Forest Service.

4 Director Cross asked if the work in North Tahoe by the crews and NV Energy  
5 contributed to the Hand crew Incident overtime as the incident overtime had spiked  
6 this last year.

7 DC Powning replied yes and no. The overtime is from last year was due to the busy  
8 fire season. The other contributing factor was that NV Energy requested resources  
9 to be available during PSOAMs or Red Flag events and even reporting to fires. He  
10 added that we sent a module to East Fork three to four times last year, but many of  
11 the hours were due to the large fire season.

12 Chief Sommers added that 80% of those hours are reimbursed either from an  
13 incident or an existing contract.

14 Director Costalupes asked if the rolling stock, was the same equipment that Chief  
15 Sommers had mentioned in his report earlier.

16 DC Powning confirmed that it was.

17 Vice-Chair McKay asked if the 80% reimbursement includes the overhead charge or  
18 if that was deducted.

19 DC Powning replied there are different factors that lead into that and it depends  
20 where the request is coming from.

21 End of report.

22 No further questions.

23 \*Business Manager Reports presented by Business Manager Cary.

24 Business Manager Cary provided the Board with copies of the Budget calendar; she  
25 reminded the Board that Wednesday April 14, 2021 was the important date as it is  
26 the Board workshop to go over the Budget and the process, and that May 19, 2021  
27 would be the date of the final approval of the budget.

28 Vice-Chair McKay asked how the preliminary projection from the State would  
29 compare.

30 Business Manager Cary replied that the preliminary revenue projections do not  
31 really mean anything, as it was the final abated numbers that matter. She added  
32 that right now is it projected that our property taxes will be \$13 million and that is  
33 incorrect, as in these preliminary projections, they give us a tax rate, the current

1 rate is .6487% and she does not know that we will do that again.

2 Vice-Chair McKay replied that was his next question, if we anticipate a temporary  
3 rate increase that we give for capital expenditures and the property tax revolt  
4 refunds and if she anticipates for that rate to stay or decrease.

5 Business Manager Cary replied she did not know yet as she does not know what the  
6 State is projecting for sales tax revenue, so once we have the final numbers she  
7 will be able to answer that much better.

8 Business Manager Cary advised the Board that at the next Board meeting she will  
9 be bringing a request to the Board to allow her the ability to wire transfer funds.  
10 She explained that as the Business Manager, since she has control over all of the  
11 funds of the District at this time, she is not allowed to wire transfer funds. Manager  
12 Cary added that she is working with the banks to make sure this can be done,  
13 therefore she will be presenting the process at the next Board meeting in the hopes  
14 the Board will grant her the authority.

15 Vice-Chair McKay asked if there had been a recent change.

16 Business Manager Cary replied there had been no change; rather she has never had  
17 the ability to do wire transfers. She explained that although it had been talked  
18 about before with Legal, there is hesitation due to her having so much control of  
19 account but if it were something where Chief Sommers could log in and process the  
20 wire transfer, it would be much easier. As of now, we are writing a check, sending it  
21 via FedEx to Carson City within a specific time frame is tedious and time  
22 consuming.

23 Vice-Chair McKay asked how many times a year that was done.

24 Business Manager Cary replied this was done normally four times a year, and how it  
25 was a cumbersome process, hence her presentation.

26 Chair Herron asked if there would be a change to the Budget next meeting.

27 Business Manager Cary replied yes, it would be the augmentation to the Budget, as  
28 it needs to go through the Department of Taxation process and advertised in the  
29 newspaper and that will be happening at the next Board Meeting.

30 \*Public Education Information Officer Reports presented by PIO Rancourt.

31 1.20.2021 – 2/17/2021 Program Summary Community Safety & Education

32 **Board Meeting, Wednesday, 2.17.2021**

33 **PROGRAM UPDATES:**

- 1 1. FEMA AFG 2020 Grant application period opened Jan 4<sup>th</sup> and closes Feb  
2 12<sup>th</sup>.
  - 3 a. We submitted application for radios Feb 9<sup>th</sup>, \$196,709.58  
4 (\$187,342.46/Fed, \$9,367.12 our match).
- 5
- 6 2. Press Releases distributed 1/19/2021 – 2/17/2021:
  - 7 a. TFFT Widespread Prescribed Fire Operations Continue  
8 1/19/2021
  - 9 b. Avalanche Hazard Advisory 1/26/2021
  - 10 c. Avalanche Hazard Advisory 1/28/2021
  - 11 d. Pile Burning Week of February 1<sup>st</sup> 1/29/2021
  - 12 e. Pile Burning Continuing Through End of February 2/5/2021
  - 13 f. TFFT Prescribed Fire Operations Continue 2/9/2021
  - 14 g. Adopt A Hydrant 2/9/2021
  - 15 h. Chief's Column/Winter Weather Safety Tips 2/29/2021
- 16
- 17 3. We took possession of our new Rescue Boat on December 28<sup>th</sup> and  
18 it is registered and inspected.
  - 19 a. We hope to get it on the lake for an initial test run when  
20 the weather allows.
- 21
- 22 4. Final Christmas Tree Chipping count for this season 1,293.
- 23
- 24 5. We held our first COVID-19 Vaccine Point of Distribution (POD) on  
25 January 21<sup>st</sup> at The Chateau. We vaccinated 122 folks.
  - 26 a. Thank you to our agency partners WCHD, IVCH and IVGID  
27 for the collaboration
- 28
- 29 6. Next COVID-19 Vaccine POD scheduled for February 10, 2021 at  
30 The Chateau
  - 31 a. 170 folks are registered
  - 32 b. Thank you again to our agency partners WCHD, IVCH and  
33 IVGID for the collaboration.
- 34 7. Flu Vaccines distributed to date – 105 (since September 15<sup>th</sup>)  
35
- 36 8. CPR/American Heart Association Training Center Classes:
  - 37 a. Jan 20, 2021 – Feb 9, 2021: 43 classes, 475 students
    - 38 i. ACLS – 4 classes, 19 students
    - 39 ii. BLS – 18 classes, 97 students
    - 40 iii. Heartsaver – 1 class, 2 students
    - 41 iv. PALS – 2 classes, 4 students
    - 42 v. Other – 18 classes, 353 students
  - 43 b. 111 AED's placed throughout Incline Village/Crystal Bay  
44
- 45 9. Social Media Coverage:
  - 46 a. Google Analytics:

- 1 a. Facebook page – total likes 4,853
- 2 b. Instagram – 2,266 followers
- 3 c. Twitter – 1,339 followers
- 4 d. Website Jan 2 – Jan 31: 5,140 page views, 3,709
- 5 unique page views.
- 6

7 \*Local 2139 Union Reports presented by Union President Byrne.

8 Vice-President Nelligan reported the Union has not been able to be as active in the  
9 community due to Covid-19 but they appreciate the cooperation with the District to  
10 be able to assist at the Covid-19 vaccine clinics in the community. He also reported  
11 that the Union has felt very supported through Covid-19 and hope that events will  
12 be allowed so they can be in the public and raise money for the Northern Nevada  
13 Children’s Cancer Foundation.

14 Vice-President Nelligan expressed gratitude to Chief Sommers and the Board for  
15 everything moving along with promotion and new hires.

16 End or report.

17 **\*NRS 241.020 RE: Public Comment. This is a Time for the Public to**  
18 **Comment on any Matter, Whether or Not it is Included on the**  
19 **Agenda of this Meeting.**

20 **Meeting Adjournment 12:45 p.m.**

21

22 \_\_\_\_\_

23 Andreina Quiroz, Secretary

Susan Herron, Chair