

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

Wednesday, March 18, 2026

LOCATION: 863 Tanager, Incline Village, Nevada.

MEETING CALLED TO ORDER: Vice-Chair Miller called the meeting to order at 12:01 p.m.

***Roll Call of the North Lake Tahoe Fire Protection District Board of**

Directors: Upon roll call, the following Board Members were present: Charley Miller, Vice-Chair; Denise Bremer, Secretary-Treasurer; Ken Leijon, Director; Phil Klein, Director. Susan Herron, Chair, absent.

***Guests present:** Fire Chief, Ryan Sommers, NLTFPD; Provisional Assistant Fire Chief, Jed Horan, NLTFPD; Fire Marshal, John James, NLTFPD; Division Chief, Isaac Powning, NLTFPD; Chief Financial Officer, Jackie Dunklee, NLTFPD; Public Information Officer, Andreina Quiroz, NLTFPD; Logistics Manager, Alan Green, NLTFPD; Executive Administrative Assistant/Board Secretary, Devenney Leijon, NLTFPD; Legal Counsel, Paul Cotsonis; Captain and Local Union 2139 President, Dale Spieker, NLTFPD; Theresa Montoya-Neves, NLTFPD; Nicole Tuxon, NLTFPD.

***Approval of Agenda:**

Approved as Amended.

***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: No Public Comment.**

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of January 21, 2026, Board of Directors Meeting.

Review of Accounts Payable for January 2026.

Review of Accounts Payable for February 2026.

Approval of the January 2026 Monthly Management Report.

Approval of the February 2026 Monthly Management Report.

1 **OLD BUSINESS:**

2
3 None

4
5 **NEW BUSINESS:**

- 6
7 **1.** Discussion of and Possible Action to Review and Approve the
8 Audited Financial Statements for the Year Ended June 30, 2025, to
9 include the Independent Auditor's Report, Report on Compliance for
10 the Major Federal Program, Reports of Internal Control Over
11 Compliance for Financial Reporting and Uniform Guidance,
12 Schedules of Findings and Questioned Costs, and Management's
13 Responses to Findings, as presented by Chief Financial Officer
14 Dunklee and Eide Bailly.

15
16 Chief Financial Officer (CFO) Dunklee thanked the North Lake Tahoe
17 Fire Protection District (NLTFPD) Board of Directors (BOD) for being
18 present and introduced Tehani Hunt, Audit Senior Manager with
19 Eide Bailly LLP (EB). She noted Mrs. Hunt would be presenting the
20 formal audit findings and that there is an obligation for NLTFPD to
21 submit the findings to the Nevada Department of Taxation (NV-
22 DOT) by March 31st each year. CFO Dunklee explained that she
23 would turn the presentation over to Mrs. Hunt and thanked her for
24 the work and for being present.

25
26 Mrs. Hunt completed a formal presentation of the audit findings
27 outlining and explaining each section of the findings. A recording of
28 the presentation is available to the public and may be accessed
29 through NLTFPD Administration Office or www.nltfpd.org through a
30 Public Records Request.

31
32 During Mrs. Hunt's summary of the basic financial statements,
33 Director Klein asked if the net deficit was down significantly in
34 comparison to recent, past years.

35
36 CFO Dunklee and Mrs. Hunt confirmed that it had improved.

37
38 Mrs. Hunt continued the audit presentation.

39
40 During Mrs. Hunt's summary of the Ambulance Fund Income
41 Statement of Activities, Director Klein asked if agenda item number
42 three, the possibility to Adjust Ambulance Standby Rates, would
43 have impact on the ambulance fund.

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1 CFO Dunklee confirmed that the Standby Rates would have an
2 impact but would not have a huge impact since they are minimal.
3 She noted that the Ambulance Rates have a larger impact.
4

5 Vice-Chair Miller asked for additional explanation of the Standby
6 Rates.
7

8 CFO Dunklee stated that further explanation would be given during
9 the discussion of agenda item number three.
10

11 Vice-Chair Miller indicated that he understood. He then asked how
12 much impact the arrangement with Incline Village Community
13 Hospital (IVCH) would have on the fund.
14

15 CFO Dunklee confirmed that there would be an impact.
16

17 Vice-Chair Miller asked if the impact might be around 10 percent.
18

19 CFO Dunklee remarked it was the hope that there could be an
20 impact of that amount.
21

22 Mrs. Hunt continued the audit presentation.
23

24 During Mrs. Hunt's summary of the Other Post-Employment
25 Benefits (OPEB) Trust CFO Dunklee provided additional explanation
26 and remarked that the goal is to ensure that eventually the OPEB
27 Trust would become self-sufficient.
28

29 Vice-Chair Miller asked when the OPEB Trust might become self-
30 sufficient.
31

32 CFO Dunklee said that she believed that the OPEB Trust is currently
33 about 25 percent funded.
34

35 Mrs. Hunt noted that she believed she had calculated the OPEB
36 Trust at 38 percent funded.
37

38 CFO Dunklee confirmed that it was 38.65 percent funded this year.
39

40 Director Leijon asked when the fund was created.
41 CFO Dunklee stated that it was formed in 2015.
42

43 Mrs. Hunt continued the audit presentation.
44

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1 During Mrs. Hunt's summary of Funded Position of the OPEB
2 Liability she noted that it is not uncommon to have an OPEB Trust
3 that is not fully funded.

4
5 Director Klein mentioned that it was a good improvement this year.

6
7 CFO Dunklee remarked that it was a good year.

8
9 Mrs. Hunt continued the audit presentation.

10
11 During Mrs. Hunt's summary of Budget to Actual for Capital Projects
12 Fund CFO Dunklee noted that changes were reflective of the brush
13 trucks that has been delayed.

14
15 Vice-Chair Miller asked if the cost for the brush trucks was
16 \$800,000.

17
18 CFO Dunklee noted that the amount was \$900,000, plus.

19
20 Vice-Chair Miller asked if the brush trucks would not be paid for
21 until they were received.

22
23 CFO Dunklee confirmed that was correct.

24
25 Mrs. Hunt continued the audit presentation.

26
27 During Mrs. Hunt's summary of the results of the Allowance
28 Estimate in the Ambulance Fund, CFO Dunklee noted that there
29 would be quarterly meetings with Sharp Ambulance Billing to
30 ensure better understanding of any issues that are encountered
31 related to billing moving forward.

32
33 Vice-Chair Miller asked for further explanation of the levels of the
34 audit opinions and findings.

35
36 CFO Dunklee turned the question over to Mrs. Hunt.

37
38 Mrs. Hunt outlined detailed explanations of each of the audit levels
39 and provided examples.

40
41 Vice-Chair Miller noted that the explanation was helpful and
42 thanked CFO Dunklee and Mrs. Hunt.

43
44 Mrs. Hunt continued the audit presentation.

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1 During Mrs. Hunt's summary of Procurement Policy findings, CFO
2 Dunklee noted that all the findings are being addressed and will be
3 brought to the BOD, specifically through the Grant & Donation
4 Policy. She noted this would most likely be presented at the April
5 BOD Meeting. CFO Dunklee said that a similar finding came up last
6 year for the Self-Contained Breathing Apparatus (SCBA) related to
7 NLTFPD entering a regional grant the other fire districts and thus is
8 a finding that needs to be corrected.

9
10 Vice-Chair Miller asked if the regional grant had been entered into
11 with Olympic Valley Fire Department (OVFD).

12
13 CFO Dunklee noted that NLTFPD had not.

14
15 Mrs. Hunt noted the end of her audit presentation.

16
17 Director Klein congratulated NLTFPD on the improvements made
18 this year and asked how NLTFPD compares to other fire districts on
19 position and findings.

20
21 CFO Dunklee said she felt that NLTFPD was doing well, but that Mrs.
22 Hunt could remark further. She also noted that other fire district
23 audits would be public information and could be assessed by
24 NLTFPD if desired.

25
26 Director Klein said that it would be good to determine if NLTFPD is
27 comparable.

28
29 CFO Dunklee said that there is learning happening for her and for
30 the team, but that the work has been good work. She noted that
31 she did not know if the past Business Manager had findings.

32
33 Fire Chief (FC) Sommers confirmed that there had been findings in
34 the past.

35
36 Mrs. Hunt stated that NLTFPD was comparable to other districts she
37 audits. She also noted that things are changing all the time. Mrs.
38 Hunt said that she agreed with CFO Dunklee that there had been
39 significant improvements made compared to past years. She
40 reiterated that in overall findings, NLTFPD is comparable to other
41 fire districts.

42
43 Director Klein said that was reassuring.

44

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1 Mrs. Hunt confirmed that the findings for other fire districts is public
2 information and NLTFPD could look the information up, if desired.

3
4 Director Klein said that it is good to have an understanding that
5 NLTFPD is comparable to other fire districts. He again congratulated
6 CFO Dunklee on her good work.

7
8 Secretary-Treasurer Bremer commented that any significant risks
9 which had been identified are all being addressed.

10
11 CFO Dunklee said that she could share her responses for the NV-
12 DOT with the BOD. She agreed that significant risks which had been
13 identified are all being addressed.

14
15 Vice-Chair Miller asked if there were any other comments from the
16 BOD. He noted that he really appreciated CFO Dunklee's work and
17 the work of her team. Vice-Chair Miller said that none of the
18 findings concerned him. He commended CFO Dunklee on the
19 upgraded improvements and noted that the improvement of the net
20 position was fantastic. He stated that the Ambulance Fund always
21 concerns him, but that he understood why it was complicated.

22
23 CFO Dunklee said that Ambulance Fund is on her list of priorities for
24 the coming year. She noted that the fund details would be
25 examined to see if they are still appropriate. She thanked Public
26 Information Officer (PIO) Quiroz for securing original documentation
27 to determine what can and cannot be changed in the future.

28
29 Vice-Chair Miller asked if a separate tax assessment for Ambulance
30 might be considered.

31
32 CFO Dunklee said that changes have not been confirmed yet, but
33 that work with FC Sommers would continue to determine further.

34
35 Vice-Chair Miller asked if the Unfunded Accrued Liability for
36 Retirement was shared among all of Nevada.

37
38 CFO Dunklee clarified that the question related to Nevada Public
39 Employees' Retirement System (NV PERS), and she confirmed it is
40 shared.

41
42 Vice-Chair Miller asked if it could not be paid down early as a result.

43
44 CFO Dunklee confirmed that was correct.

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1 Vice-Chair Miller asked if NLTFPD was working to build the OPEB
2 trust.

3
4 CFO Dunklee confirmed.

5
6 Vice-Chair Miller said that was fantastic. He again thanked CFO
7 Dunklee for the good work.

8
9 Secretary-Treasurer Bremer asked how Governmental Accounting
10 Standards Board (GASB) 103 would impact things moving forward.

11
12 CFO Dunklee turned the question over to Mrs. Hunt.

13
14 Mrs. Hunt said that GASB 103 would change the Management and
15 Discussion Analysis (MD&A) and the presentation of the Ambulance
16 Fund, but mostly regarding wording. She noted that the numbers
17 would not be impacted, just the category titles.

18
19 Vice-Chair Miller asked if there were any motions.

20
21 Director Klein made a motion to approve the Audited Financial
22 Statements for the Year Ended June 30, 2025, to include the
23 Independent Auditor's Report, Report on Compliance for the Major
24 Federal Program, Reports of Internal Control Over Compliance for
25 Financial Reporting and Uniform Guidance, Schedules of Findings
26 and Questioned Costs, and Management's Responses to Findings.

27
28 Secretary-Treasurer Bremer seconded the motion.

29
30 Vice Chair Miller asked if there were any comments and that if there
31 were no comments, he would call the question.

32
33 All in favor, motion passes unanimously.

34
35 Director Klein and Vice-Chair Miller congratulated CFO Dunklee.

- 36
37 **2.** Discussion of and Possible Action to Award the Contract for the
38 North Lake Tahoe Fire Protection District's Annual Audit for Fiscal
39 Year 2025-2026 to Eide Bailly, presented by Chief Financial Officer
40 Dunklee.

41
42 CFO Dunklee stated that her recommendation was to retain EB for
43 the coming fiscal year (FY) 26 Audit.

44

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1 Director Klein asked if any alternative options had been explored.

2
3 CFO Dunklee said that there will be a Request for Proposal (RFP) in
4 future years, but there was not enough time to put the RFP out this
5 year.

6
7 Director Klein asked if the vote was being taken ahead of the RFP.

8
9 CFO Dunklee explained that NLTFPD must award the audit firm by
10 March 31 every year to NV-DOT. She noted that if an RFP is issued
11 in future years it will need to be issued ahead of time.

12
13 Vice-Chair Miller asked if that meant that an RFP could be done for
14 FY 26-27.

15
16 CFO Dunklee confirmed that was correct.

17
18 Director Klein asked if the deadline for RFP for the current year had
19 already passed.

20
21 CFO Dunklee confirmed that was correct.

22
23 Secretary-Treasurer Bremer made a motion to Award the Contract
24 for the North Lake Tahoe Fire Protection District's Annual Audit for
25 Fiscal Year 2025-2026 to Eide Bailly.

26
27 Director Klein seconded the motion.

28
29 Vice Chair Miller asked if there were any comments and that if there
30 were no comments, he would call the question.

31
32 All in favor, motion passes unanimously.

33
34 **3.** Discussion of and Possible Action to Review and Adjust Ambulance
35 Standby Rates, presented by Fire Chief Sommers and Provisional
36 Assistant Fire Chief Horan.

37 Provisional Assistant Fire Chief (Provisional AFC) Horan noted that
38 the updated rates had been worked on with previous AFC Barnum.
39 He gave examples of events where standby rates are needed. He
40 noted that there are generally 15-20 special events that NLTFPD
41 runs in the area and they vary in size. Provisional AFC Horan
42 explained that the proposal would align NLTFPD with the rates other
43 regional departments are charging.

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1 Director Klein asked if anyone charges more.

2
3 Provisional AFC Horan said not at this time. He expanded with
4 examples.

5
6 Director Klein asked if event coordinators have the option to not
7 pay the standby rates.

8
9 Provisional AFC Horan replied no, with the exception of possible
10 boat and jet ski option needs. He noted that since NLTFPD owns the
11 Ambulance Franchise Agreement for events in the area, NLTFPD
12 would have to agree to allow an outside entity to come in and cover
13 the event.

14
15 Director Klein asked if NLTFPD was unlikely to allow another entity
16 to come in to cover an event.

17
18 Provisional AFC Horan confirmed.

19
20 Director Klein said that he was wondering if more could be charged.

21
22 Provisional AFC Horan said that for defensibility and fairness
23 reasons NLTFPD was not proposing charging more unless it was
24 something that FC Sommers wanted to discuss.

25
26 Director Klein said that he wanted to ensure there would be no loss.

27
28 Provisional AFC Horan said that the proposal is comparable to
29 Regional Emergency Medical Services Authority (REMSA), North
30 Tahoe Fire Protection District (NTFPD), and other entities for FY 26.

31
32 Vice-Chair Miller said that he supposed an administrative fee for
33 coordination could be considered, but that the four-year upgrade is
34 good and he would be in favor.

35
36 Provisional AFC Horan noted that the four-year cycle, similar to the
37 Ambulance Rates coordination, is currently under discussion.

38
39 Vice-Chair Miller again noted that the four-year upgrade is good,
40 and he would be in favor.

41
42 Director Leijon asked what the policy was for which events get
43 charged standby rates.

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1 FC Sommers noted that he was going to address the NLTFPD policy
2 for standby rate charges.

3
4 Director Leijon noted some examples of varying event types to
5 expand upon his question.

6
7 Provisional AFC Horan turned the question over to FC Sommers.

8
9 FC Sommers stated that there are events where there will be a loss,
10 but that he wanted to remain a good steward to the community. He
11 expanded with examples and noted that any event coming in for
12 profit would incur a charge.

13
14 Director Klein asked for exploration of options to help cover the
15 events that would incur a loss be considered.

16
17 FC Sommers noted that he understood.

18
19 Provisional AFC Horan said that there are not that many events that
20 do not incur a charge. He noted that a contract is still required for
21 events that don't incur a charge.

22
23 Director Leijon asked if there was a formal policy or case-by-case
24 determination.

25
26 FC Sommers noted that the policy was As Determined by the Fire
27 Chief, but that NLTFPD could work on formalizing a policy.

28
29 Director Leijon noted that he did not know if a formal policy was
30 necessary.

31
32 FC Sommers said that it would be good to make a more formal
33 policy in conjunction with the contract.

34
35 Provisional AFC Horan stated that the contract outlined
36 requirements for each event.

37 Director Leijon remarked that the rates seemed very reasonable.

38
39 Vice-Chair Miller noted that adding a percentage fee for
40 administrative coordination might be something to consider.

41
42 FC Sommers said that the discussion was good and something to
43 consider further. He noted the possibility of adding standby rates to
44 the NLTFPD fee schedule.

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1 CFO Dunklee agreed the discussion would be beneficial.

2
3 Director Leijon noted that he had another question about dedicated
4 resources verses standby resources and how the need
5 determination is made.

6
7 Provisional AFC Horan noted that it was based on event
8 requirements overtime (OT) is put out to the team when needed.
9 He expanded with examples.

10
11 Director Leijon asked if there was a desire to adjust the event rate
12 further in the cases where OT is incurred.

13
14 Provisional AFC Horan noted that he was open to that possibility.

15
16 Vice-Chair Miller asked if the proposed rates were based on regular
17 hourly shift, not OT staffed rate.

18
19 CFO Dunklee stated that some OT is included in the budget already.

20
21 Director Leijon said that the need for any backfill may have already
22 been discussed, but it was something to consider.

23
24 Provisional AFC Horan said that the events are generally short in
25 duration, usually two to four hours.

26
27 Director Klein asked about multi-day events.

28
29 FC Sommers said that he was not aware of any multi-day events
30 NLTFPD staffs.

31
32 Director Klein noted that there are some multi-day events in the
33 area.

34
35 Provisional AFC Horan said it is dependent on the county permit as
36 to whether ambulance support is required. He expanded with
37 examples.

38
39 Secretary-Treasurer Bremer made a motion to Adjust Ambulance
40 Standby Rates.

41
42 Director Klein seconded the motion.

43
44 Vice-Chair Miller asked if there were any comments, that if there

1 were no comments he would call the question.

2
3 All in favor, motion passes unanimously.

4
5 **REPORTS:**

6
7 ***Legal Reports**

8
9 Legal Counsel Paul Cotsonis had no report for the BOD.

10
11 ***BOD Comments & Reports**

12
13 The BOD had no comments or reports.

14
15 ***Fire Chief Report presented by Fire Chief Sommers.**

16
17 FC Sommers reported that he attended a Western Fire Chiefs Association
18 (WFCA) Conference for leadership in Las Vegas.

19
20 FC Sommers reported that he would also be going to Washington DC next
21 month with four other Fire Chiefs from Nevada (NV).

22
23 FC Sommers reported that with the retirement of AFC Barnum, he made the
24 decision to appoint two Provisional AFCs for six months each. He stated the
25 first Provisional AFC would be Jed Horan and the second Provisional AFC
26 would be Justin Ashby.

27
28 FC Sommers reported that the past FC, Chief Lindgren with Tahoe Douglas
29 Fire Protection District (TDFPD) had wanted a helicopter to be accessible for
30 the Tahoe Basin. He said that a committee was formed and that he had been
31 asked to be on the committee. FC Sommers noted that there are questions
32 which remain such as the following: Can it be done? Is it going to be
33 sustainable? Do we have the personnel? He continued by explaining that
34 there has also been a loss of aviation knowledge now that FC Lindgren is no
35 longer with TDFPD.

36 FC Sommers continued by explaining that FC Lindgren asked him to take
37 over the helicopter project, but that he politely declined. FC Sommers said
38 that next steps will be to take the project to Lake Tahoe Regional Fire Chiefs
39 Association (LTRFCA) to see if the group would like to oversee the project.
40 FC Sommers noted that he does not know where next steps currently stand,
41 but decisions will probably be made in the next few weeks. FC Sommers
42 remarked that the project is gaining interest from the public, but that he
43 does not want donations to be put into a program if the knowledge to run it
44 is not readily available. He mentioned that potential made him nervous.

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1 Director Klein asked what kind of helicopter was being envisioned for the
2 project.

3
4 FC Sommers noted that the desire was for a type one helicopter, a Black
5 Hawk, that could be used for search and rescue, initial attack, and back
6 country medical calls. He said that he wanted the BOD to be aware that this
7 conversation is currently active in the community.

8
9 Director Klein inquired if there was a lot of money involved with the project.

10
11 FC Sommers confirmed. He noted that he does not want to head up an effort
12 unless it is known how the project would be run. He commented that he is
13 not familiar with aviation.

14
15 Vice-Chair Miller asked where the nearest helicopter with the ability to put
16 out spot fires is located.

17
18 FC Sommers noted that the nearest location would be Minden Dispatch at
19 Minden Airport. He said in the summer they could be in Minden, Truckee, Big
20 Hill, and White Cloud.

21
22 Director Klein asked if those locations were considered very close by.

23
24 FC Sommers confirmed they were considered close.

25
26 Accounting Specialist/Manager, Thelesa Montoya-Neves, stated that some of
27 the helicopters in those locations are often out on fires.

28
29 FC Sommers agreed and continued to expand on the possible issue of
30 program sustainability.

31
32 Director Klein asked if there might be an applicable grant for the project.

33
34 FC Sommers noted that there was probably grant availability, but that he is
35 still concerned about the sustainability of the program.

36
37 Director Klein noted that he supported FC Sommers' position and that it
38 sounded like the right decision.

39
40 Director Leijon asked if there is access to a helicopter when needed through
41 NLTFPD's current agreements.

42
43 FC Sommers confirmed that there is always existing aircraft, but that there
44 is the possibility that they will be out on another call.

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1 Director Leijon said that he imagined that the community would want access
2 to the proposed resource, but there are other ways to secure a similar
3 resource.

4
5 FC Sommers said that there are other ways to contract and complete the
6 same type of goal and he expanded with further examples. He noted that
7 the program is currently a work in progress that is being approached with
8 caution.

9
10 End of report.

11
12 ***Chief Officers Report presented by Provisional Assistant Fire Chief**
13 **Horan.**

14
15 Provisional AFC Horan reported that NLTFPD Operations (Ops) is currently
16 transitioning from winter to summer. He noted that wildland training is set
17 to begin next month. He also said that NLTFPD Ops is quiet in the current
18 shoulder season.

19
20 Provisional AFC Horan reported that there are two firefighters in paramedic
21 (PM) school currently and they are expected to graduate in August.

22
23 Provisional AFC Horan reported that NLTFPD's probationary firefighter
24 paramedics (FF/PM) are progressing well.

25
26 Director Klein asked about the dry winter.

27
28 Provisional AFC Horan noted that the dry winter is concerning, but that
29 Division Chief (DC) Powning would speak further on the topic.

30
31 End of report.

32
33 ***Prevention Report presented by Fire Marshal James.**

34
35 Fire Marshal (FM) James reported that the NLTFPD Prevention reports from
36 the last two months were included in the BOD packet and he is available for
37 questions.

38
39 FM James reported that NLTFPD Prevention has been very busy since
40 construction has been moving along due to the limited winter.

41
42 End of report.

43
44 ***Fuels Management Report as presented by Division Chief Powning.**

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1 Division Chief (DC) Powning reported the winter outlook is not looking very
2 good.

3
4 DC Powning reported that Nevada Division of Forestry (NDF) is going to do
5 an understory burn in the Tunnel Creek area and NLTFPD will be involved.
6 DC Powning said that he will be the Burn Boss and one of the Fuels Crew
7 Supervisors will be a Burn Boss Trainee during the burn. He said the
8 projected date for the burn is March 30, weather dependent.

9
10 DC Powning reported that the crews are currently training in-district and
11 out-of-district.

12
13 DC Powning reported that there are three grants that are "shelf ready" to be
14 submitted when the submission windows open.

15
16 DC Powning reported that his team is working on finalizing the work plan for
17 the coming field season. He also noted that they are finishing hiring for
18 Seasonals and the pack test would be taking place in two weeks, weather
19 dependent.

20
21 Vice-Chair Miller asked what the pack test was.

22
23 DC Powning explained that it was the physical requirements test. He then
24 expanded on the testing process.

25
26 Director Leijon asked if there were two or three fuels crews this year.

27
28 DC Powning stated that there would be two crews and two type six engines.

29
30 Director Leijon directed a question to Provisional AFC Horan and asked if
31 there are suppression seasonal team members this year.

32
33 Provisional AFC Horan stated not this year.

34
35 CFO Dunklee noted that there are supplementals. She asked Accounting
36 Specialist/Manager, Thelesa Montoya-Neves to expand.

37
38 Accounting Specialist/Manager Thelesa Montoya-Neves noted that there are
39 incident management supplemental team members to help with suppression
40 needs. She expanded with examples.

41
42 FC Sommers clarified that there are no team members on an engine or an
43 ambulance that are seasonal or supplemental. He expanded with examples.

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1 Director Leijon said that he had an additional question for Prevention and
2 asked if there was a fire watch at the Biltmore.

3
4 FM James noted that the fire suppression system is operational and that
5 they are visiting the Biltmore monthly and issuing citations.

6
7 Director Leijon asked if the building is being monitored closely.

8
9 FM James confirmed and expanded with additional examples.

10
11 Leijon noted that he knew that FM James was doing good work and thanked
12 him.

13
14 FC Sommers noted that FM James is trying to work with Washoe County
15 (WC), but the county does not see the Biltmore as an issue at this time.

16
17 End of report.

18
19 ***Chief Financial Report presented by Chief Financial Officer Dunklee.**

20
21 CFO Dunklee reported that the budget schedule will be coming out and the
22 budget needs to be approved at the May BOD Meeting, noting that the date
23 could be adjusted if needed to ensure a quorum.

24
25 CFO Dunklee reported that she was considering April 10 for the budget
26 workshop, but that date options could be explored. CFO Dunklee reported
27 that she would send some dates offline to determine further.

28
29 CFO Dunklee noted that the transition to Paycom would be launching and
30 Automatic Data Processing (ADP) will be notified in April. She noted that the
31 administrative team will go live in the system with time keeping in the
32 coming week. She also noted that NLTFPD Fuels and Ops would remain in
33 Telestaff.

34
35 CFO Dunklee added that an RFP would be needed for the actuary as well as
36 debts.

37
38 CFO Dunklee reported that NLTFPD will be aiming to get the funding for the
39 brush trucks and the type one fire engine.

40
41 CFO Dunklee reported that a budget augmentation will be needed for this FY
42 due to a grant of \$700,000 which was received.

43
44 End of report.

1 ***Public Education Information Officer Report presented by PIO**
2 **Quiroz.**

3
4 PIO Quiroz reported that her reports were included in the BOD packet and
5 she is available for questions.

6
7 End of report.

8
9 ***Local Union 2139**

10
11 Captain and Local Union 2139 President, Dale Spieker had nothing new to
12 report to the BOD.

13
14 ***NRS 241.020 RE: Public Comment. This is a Time for the Public to**
15 **Comment on any Matter, Whether or Not it is Included on the**
16 **Agenda of this Meeting. No Public Comment.**

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18 **Meeting Adjournment 1:34 p.m.**

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23 Devenney Leijon, Secretary

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Susan Herron, Chairman