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

January 16, 2019

LOCATION: 863 Tanager, Incline Village, Nevada.

MEETING CALLED TO ORDER: Chairman McKay called the meeting to order at 12:00 p.m.

ROLL CALL OF THE NORTH LAKE TAHOE FIRE PROTECTION BOARD OF DIRECTORS: Upon roll call, the following Board Members were present: Greg McKay, Chairman; Susan Herron, Vice-Chairman; Denise Bremer, Secretary-Treasurer; James Costalupes, Director; Art Cross, Director; and Beckie Dunn-Spomer, Secretary.

GUESTS PRESENT: Fire Chief Ryan Sommers, NLTFPD; Sharon Cary, NLTFPD; Bryan Calder, NLTFPD; Mark Regan, NLTFPD; Tia Rancourt, NLTFPD; Jeff Sambrano, NLTFPD; Isaac Powning; Jason Guinasso, Legal Counsel.

APPROVAL OF AGENDA: Approved.

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.

None

CONSENT AGENDA : Approved

Approval of Minutes of the December 12, 2018 Board of Directors Meeting

Review of Accounts Payable for December 2018.

Approval of the December 2018 Monthly Management Report.

NEW BUSINESS:

- 1. Discussion and possible action to approve an expenditure of \$25,562.75 to Bushwhackers Tree Service, Inc. for work done in accordance with the Memorandum of Understanding (MOU) between North Lake Tahoe Fire Protection District and T 7 Property Owners Association Inc. (Lower Tyrolia Home Owners Association) establishing provisions for the Nevada Regional Fuels Reduction project in the Incline Village, Nevada Community**

1 **during the grant period of performance 03/22/2017 through**
2 **03/22/2023.**

3 Director McKay said it is brought before the board because it is above the
4 amount allowed for expenditures by the Fire Chief without permission of
5 the Board. Division Chief Powning explained the cost share requirements
6 of the grant allow for the property owners to be reimbursed. T7 Property
7 owners have had the required work performed as stated in the MOU. This
8 is the pass through to pay Bushwhackers Tree Service, Inc. for the
9 defensible space work through the grant funds.

10 Director Herron said, the memo was very clear and precise, and she
11 appreciated it.

12 Director Herron made a motion to approve the expenditure of \$25,562.75
13 to Bushwhackers Tree Service, Inc. for work done in accordance with the
14 Memorandum of Understanding (MOU) between North Lake Tahoe Fire
15 Protection District and T 7 Property Owners Association Inc. (Lower
16 Tyrolia Home Owners Association) establishing provisions for the Nevada
17 Regional Fuels Reduction project in the Incline Village, Nevada
18 Community during the grant period of performance 03/22/2017 through
19 03/22/2023. Chairman McKay called for a vote. The motion passed 5-0.
20

21 **2. Discussion of and possible action to elect the Officers for the**
22 **North Lake Tahoe Fire Protection District Board of Directors for**
23 **2019, effective immediately after the adjournment of the January**
24 **16, 2019, Board of Directors meeting. (Presented By Chair McKay)**

25 Director Bremer made a motion to nominate Susan Herron as
26 Chairperson. Director Herron Seconded the motion. Chairman McKay
27 called for a vote. Director Costalupes asked Chairman McKay if he wanted
28 to remain the Chair. Chairman McKay said he would, but he would see
29 how this vote went first. The vote was 2 Ayes and 3 Nays, the vote failed.
30 Director Cross made a motion for Chairman McKay to remain the
31 Chairman. Director Costalupes seconded the motion. Chairman McKay
32 called for a vote. The vote was 3 Ayes to 2 Nays. The motion passed.
33 Chairman McKay made a motion for Director Herron to remain the Vice
34 Chair. Director Cross seconded the motion. Chairman McKay called for a
35 vote, the vote passed unanimously 5-0. Director Herron made a motion
36 for Director Bremer to remain the Secretary Treasurer. Chairman McKay
37 seconded it. Chairman McKay called for a vote, the vote was unanimous
38 5-0.
39

40 **OLD BUSINESS:**

41
42 **REPORTS:**

43
44 ***Legal Counsel Reports – (Legal Counsel Jason Guinasso)**

45 No Report
46

***Board of Director Comments/Reports.**

Chairman McKay said there is an event set up by Sarah Schmidt with Marsha Bigler to discuss the vacation rental issue in the District. It will be held at the Sierra Nevada College on January 21, 2019 at 6:30 pm in the Science Building. Fire Chief Sommers, Director Herron and Director Bremer will be in attendance as they are on the vacation rental committee. Anyone else is welcome to attend. Director Herron said she believed there was a conflict with the February meeting date. Chairman McKay said he will be unable to attend, as well as Director Bremer and Director Cross. He suggested it be cancelled. Director Herron asked Fire Chief Sommers if he had any objections.

Fire Chief Sommers said the budget is coming up and asked legal counsel if there is a need to have an announcement made at the February meeting. Legal counsel said there was no need to agenzized the budget times. Business Manager Cary said there are only two dates the Board members need to be present: April 9th is the budget workshop and May 22nd is the budget approval meeting. She handed them a budget timeline and said anyone is welcome at any of the budget meetings on the list.

***Fire Chief's Report.**

Fire Chief Sommers said the Paramedic Refresher was in November and went very well. The District has signed a contract with Hyatt for next year.

Fire Chief Sommers said Captain Bruce Hicks has retired. Fire Chief Sommers said, to catch new Director Cross up, Captain Hicks was involved in a life changing severely devastating accident while returning from a wildland fire in July of 2017. He was able to return to work in January 2019 and at that time he decided to retire.

Assistant Chief Calder will update the board in his report on how we are addressing the backfill of the opening left by him and other employees who have left the District.

Fire Chief Sommers said he will be attending the meeting on January 21, 2019, at Sierra Nevada College addressing the vacation rental issue. The group has reached out to him to make sure the District would have a representative present.

Fire Chief Sommers said he will be attending the Incline Village General Improvement District (IVGID) board meeting on January 23, 2019. He will be talking to them about how they assisted the District with the recent Insurance Service Office (ISO) audit and how they were instrumental in helping the District achieve the number one rating.

Chairman McKay asked if since the Forest Service is on furlough is it effecting the District by not being able to work on their lands. Fire Chief Sommers said Division Chief Powning would be better equipped to answer that question.

Division Chief Powning said, at this time the District is not in a contract to work on any of their lands so it is not affecting the District right now. It is however, affecting other Districts around the basin.

Director Cross asked about the vacation rental meeting, he understands there are two paths to the subject, one being a life safety issue with inspections and one being the desire for education and not inspections, or should it be discussed in a different format.

Fire Chief Sommers said it could definitely be discussed at length in a different

1 format, however, Washoe County has no intention at this time to regulate or
2 enforce any kind of regulation regarding short term rentals. It was brought to
3 the attention of the District after a vacation rental owner's family was staying in
4 their rental and one family member was killed during a fire. There were no
5 working smoke detectors. Fire Chief Sommers said Fire Marshal Regan did quite
6 a bit of research, and inquiries and found there are up to 900 vacation rentals
7 available online with pictures and advertisements in the Incline Village and
8 Crystal Bay area offering unsafe rentals. Fire Marshal Regan came up with a
9 resolution to require yearly inspections for vacation rentals at the Board of
10 Directors meeting. The meeting was standing room only and most were
11 Realtors, other vacation rental owners, and a few residents. The consensus, at
12 that time, was there should be more education not regulation. There was a
13 committee formed with the Incline Village Board of Realtors (IVRBOR), Fire
14 Chief Sommers, Director Herron, Director Bremer, and others in the
15 community. The goal of this committee was to find a resolution to the issue.
16 The District joined a two-year MOU with the IVBOR to embark on an
17 educational campaign to educate home owners on fire safety. The MOU states
18 there will be benchmarks to show improvement in the safety of the community
19 and visitors to Incline Village and Crystal Bay. The District is taking a different
20 approach to the issue and with the meeting that is coming up on January 21,
21 2019, the District is just going to be there to listen. Director Herron started to
22 make a comment and legal counsel Guinasso stopped her because this was not
23 an agenzized item, so the Board cannot comment.

24
25 ***Chief Officers Reports.**

26 Assistant Chief Calder said there is a job announcement out to fill the opening
27 left by Captain Hicks and another Firefighter Paramedic position available. It
28 will close this Friday. So far, there have been 30 qualified applicants.

29 There will be a multi-agency avalanche training lead by Firefighter Paramedic
30 Melkonian this month.

31 The Strategic planning is about 96% completed. The only missing piece is the
32 photography part.

33
34 ***Business Manager Reports.**

35 Business Manager Cary said she had nothing more to add.

36
37 ***Public Education Information Officer Reports.**

38 PIO Rancourt said the flu vaccine program is still going and so far, the District
39 has given out 70 flu vaccines.

40 The station tour with Tahoe Family Solutions Preschool went great she thanked
41 C-shift for all their hard work and making it go smoothly.

42 The District participated in the Christmas tree lighting ceremony at the Chateau
43 and gave Santa a ride in the engine.

44 The Adopt-a-Hydrant program kicks off today.

45 PIO Rancourt said she was putting out a press release today on the upcoming
46 avalanche training.

47 The Winter Wilderness training program is coming up in partnership with Tahoe
48 Nordic Search and Rescue. The program will be held at Incline Elementary
49 school for the 4th grade class.

1 Director Herron said a Board member of the Tahoe Family Solutions she is very
2 proud of the job PIO Rancourt has done with the prevention training programs.

3
4 ***Local 2139 Union Reports.**

5 No report

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7 ***Fuels Management Reports.**

8 Division Chief Powning said Eric Darragh has accepted a position in Northern
9 California and Zac Bray will be taking over in the position of Fuels/Prevention
10 Specialist. Zac Bray was able to shadow Eric for a week or so before he left as
11 the position is a complicated one with construction plans and other inspection
12 duties. With the move of Zac Bray, it opened a couple of positions in the Fuels
13 Management side of things, so they are conducting interviews this week and
14 will be filling those positions soon.

15 The crews were able to burn about four to six acres in the Tunnel Creek area
16 before the snow fell, now they are helping to shovel Hydrants and other duties
17 as needed.

18 Division Chief Powning said they put in for a FEMA Grant last month through
19 the Nevada Division Forestry (NDF) for hazardous mitigation and home
20 hardening. It is a boost to the defensible space program and he will be working
21 with prevention as it moves forward.

22 The first round of seasonal applications closed on Monday and so far, they
23 have received more applications than last year.

24 All of the burning is completed so far this year; there is a portion in Crystal
25 Bay to finish in the spring.

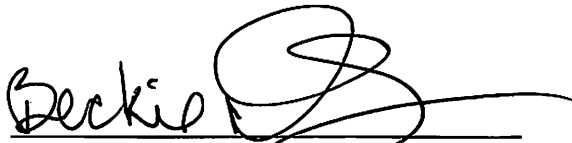
26 Director Costalupes asked if the government shutdown has affected the fuels
27 programs. Division Chief Powning said not really, maybe with some of the
28 reimbursable expenses getting paid. Director Costalupes asked about the NDF
29 slash piles getting burned. Division Chief Powning said he had been in talks
30 with NDF to start burning the piles on their lands but with the shutdown it
31 stopped because there is no one to talk to right now.

32
33 Chairman McKay said Fire Chief Sommers had a comment to add. Fire Chief
34 Sommers said he met with the State Fire Marshal Bart Chambers and he asked
35 permission to use our defensible space program in other Districts throughout
36 the state. Fire Chief Sommers said he gave his permission, so there will be
37 signage throughout the state highways and other places now promoting a
38 defensible space program modeled after the District's.

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

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47 **Meeting Adjournment.** Chairman McKay adjourned the meeting at 12:30
48 p.m.

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Beckie Dunn-Spomer, Secretary


Greg McKay, Chairman