

NLTFPD

Board of Directors Meeting May 19, 2021

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

May 19, 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; Art Cross, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Greg McKay, Director; James Costalupes, Director.

***Guests present:** Fire Chief Ryan Sommers, NLTFPD; Battalion Chief Jeff Sambrano, NLTFPD; Business Manager Sharon Cary, NLTFPD; Legal Counsel, Alex Velto; Division Chief Isaac Powning, NLTFPD; Jeff Byrne, Union President; PIO Tia Rancourt, NLTFPD; Administrative Assistant/Board Secretary Andreina Quiroz, NLTFPD

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.**

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of the April 21, 2021 Board of Directors Meeting.

Review of Accounts Payable for April 2021.

Approval of the April 2021 Monthly Management Report.

NEW BUSINESS

1. Recognition of Engineer Ron Johnsons' years of service and retirement from NLTFPD, presented by Chief Sommers.

Chief Sommers began by inviting Engineer Johnson and his family to come forward. Chief Sommers stated Engineer Johnson joined NLTFPD in 2000 after working for East Fork Fire Protection District; and he promoted to Operator in 2016 up until his retirement. Chief Sommers stated Engineer Johnson would

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1 be missed for what he had brought to the District. Chief Sommers presented
2 Engineer Johnson with his retirement Shadow Box. Engineer Johnson was
3 applauded and congratulated by all guests present.

4
5 Engineer Johnson began by stating it had been a true honor to work for
6 NLTFPD for the past 20 years, he said it seemed like it was just his first day
7 walking up the steps to the station on August 10, 2000.

8
9 Engineer Johnson added he knows that this is a job but it feels more like a
10 family as he has known everyone for 20 plus years, he has lived a third of
11 his life with everyone here, he knows everyone's families and kids, and
12 because NLTFPD is like a family, he is going to miss it.

13
14 Engineer Johnson added he has truly enjoyed working for NLTFPD, and
15 reiterated what an honor it was to work for NLTFPD. Engineer Johnson also
16 said that everyone knows his scenario with his son Baylee, and recognized
17 the help everyone provided him with, from donation of hours while his son
18 was in treatment as those hours allowed him to be with his son. Engineer
19 Johnson took a moment to thank everyone for that, as it was a huge help to
20 him.

21
22 Engineer Johnson referred back to when he was hired and how Chief
23 Linardos knew his scenario and when he could have hired someone else who
24 was going to be present the whole time, as he had to miss time to be with
25 his son, Chief Linardos assured him of wanting Engineer Johnson to work for
26 NLTFPD. Engineer Johnson, for the record, wanted to thank Chief Linardos
27 for that as well as hours donated.

28
29 Engineer Johnson stated again that it had been an honor, a great ride; he
30 cannot believe it is over, as 20 years seems like a long time, but it went
31 fast.

32
33 Engineer Johnson concluded his speech by thanking his wife and son for the
34 sacrifices they had to make for him. Engineer Johnson lastly thanked
35 everyone.

36
37 **2. Discussion of and Possible Action to Adopt the North Lake**
38 **Tahoe Fire Protection District's Fiscal Year 2021-2022 Budget**
39 **as presented at the April 21, 2021 Board of Directors meeting,**
40 **as presented by Business Manager Cary.**

41
42 Secretary-Treasurer Bremer made a motion, to open the Public Hearing
43 regarding Agenda Item #2.

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1 Director McKay seconded the motion.

2
3 All in favor, motion passes unanimously.

4
5 Chair Herron stated the Public Hearing is open for any comments regarding
6 the North Lake Tahoe Fire Protection District Fiscal Year 2021-2022 Budget.

7
8 There were no public comments.

9
10 Chair Herron asked for a motion to close the Public Hearing.

11
12 Director McKay made a motion to close the Public Hearing; Secretary-
13 Treasurer Bremer seconded the motion, all in favor.

14
15 Public Hearing is now closed.

16
17 **Chair Herron will Recess the Board of Directors Meeting to Open the**
18 **Public Hearing Regarding Agenda Item #2. Chair Herron will call for**
19 **any Public Comment during this time. Chair Herron will then close**
20 **the Public Hearing and Re-Open the Board of Directors Meeting.**

21 Chair Herron called on Business Manager Cary and/or Chief Sommers for
22 anything else to add.

23
24 Business Manager Cary confirmed that there had been no changes to the
25 budget and it remained as presented during the last Board of Directors
26 Meeting, unless there were any changes the Board would like to make.

27
28 Director McKay stated that after looking the budget over, what Business
29 Manager Cary has asked, in a vast majority of cases, was worthy.

30
31 Director McKay added that his issue still lays in the increased tax valuation,
32 in the \$200,000 range that generates as personally he feels like we could
33 spend \$200,000 less whether that be by changing the tax rate or give the
34 Chief direction to use the best discretion to spend \$200,000 this year, would
35 make him more comfortable.

36
37 Vice-Chair Cross added that as a taxpayer when taxes are raised, he would
38 like to see other side, show restraint on spending. He stated that he stands
39 with what Director McKay mentioned and asked if with increased taxes, the
40 District could cut back on spending to make sure expenses are operational
41 life safety expenditures. He stated that was the only thing that did not sit
42 well with him and recognized current inflation and cost of doing business,
43 and added that when taxpayers are asked to carry more of the burden, and

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1 taking into consideration the tax revolt issue, Vice-Chair stated that the
2 fiscal conservancy is important.

3
4 Business Manager Cary commented that throughout the Budget process and,
5 with the work done by the Budget Committee, the budget created was to the
6 best of their abilities to be a conservative budget.

7
8 Business Manager Cary reassured the Board that it was up to them, the
9 Board, if they felt the need to save \$200,000. Business Manager Cary
10 confirmed the Budget is an operational budget; adding that there are costs
11 that have increased just because of doing business. Business Manager Cary
12 stated that the increase for staff is only 2%, Public Employees Retirement
13 System (PERS), along with other costs that have increased and we cannot
14 change that.

15
16 Director McKay added that if the valuation tax rate generates more cash for
17 the refund, but if it is spent elsewhere, it defeats the purpose.

18
19 Business Manager Cary replied that a good portion of the Budget, \$6.3
20 million is to pay back the taxpayers, and that if we did not have that, the tax
21 rate could possibly go back to what it was previously. She added that we
22 had made it through before having to raise taxes. Vice-Chair Cross asked
23 roughly, what percentage of the Budget is to pay back the taxes. Business
24 Manager Cary replied it was about 40% if not more.

25
26 Director McKay stated that with the school district situation who knows if we
27 will be able to move forward or if we will have to stumble for another year
28 before it is all resolved as the refund is still ambiguous as far as getting it off
29 the books.

30
31 Director McKay added he was intending to give options, like pass the Budget
32 and give direction to Chief Sommers to use discretion and be conservative
33 on the spending.

34
35 Business Manager Cary stated Chief Sommers does that now and we truly do
36 not spend anything we do not have to. She added we have to get the right
37 price before we spend, and there have been things we have had to say no to
38 as far as spending this year, although items are budgeted, we will not spend
39 if we do not have the funds to do it this year. Business Manager Cary
40 reiterated that just because the budget is approved it does not mean we will
41 spend it all, as that is not how this works.

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1 Director McKay stated it seems to be a confluence of many different things
2 this year like, the heating system in Station 11, PERS and health insurance
3 increases.

4
5 Secretary-Treasurer Bremer made a motion to adopt the North Lake Tahoe
6 Fire Protection District's Fiscal Year 2021-2022 Budget as presented at the
7 April 21, 2021 Board of Directors meeting.

8
9 Director Costalupes seconded the motion.

10
11 Chair Herron asked if there was any further discussion.

12
13 Chair Herron called the question, and performed a roll call vote.

14
15 Chair Herron, Vice-Chair Cross, Secretary-Treasurer Bremer and Director
16 Costalupes voted in favor.

17
18 Director McKay voted against.

19
20 Motion passes 4 to 1.

21
22 Chair Herron thanked the staff for their work and stated that as the longest
23 serving Director, to her knowledge, funds are managed properly and this is
24 the first time in seven years' that taxes had been raised and stated she
25 appreciates the comments made by her fellow Board members.

26
27 **OLD BUSINESS:** No old business.

28 *Legal Counsel Reports.

29
30 Alex Velto with Hutchinson & Steffen was present as Legal Counsel. Mr. Velto
31 stated he did not have anything to report, unless there were any questions
32 for him. Mr. Velto stated he was happy to be working with the Board and
33 said anything he does is in coordination with Legal Counsel Reese. Mr. Velto
34 stated his background is in representation, as well being a litigator, he also
35 stated he does a lot of work with open meeting law, and can assist with
36 trainings and otherwise is happy to help.

37
38 Director McKay stated that in going over minutes from last month's Board
39 meeting there were items still in the air with the school districts intervention
40 in the tax revolt. Although unsure on if Mr. Velto could answer on his
41 thoughts, or if he should wait for Legal Counsel Reese to be available.
42 Director McKay touched on that the school district had creative arguments
43 and on their spin on constitutionally why the revolt violated the state's

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1 constitutional provision regarding educational funding, adding that the
2 arguments available to the school district are not available to others. As well
3 as whether the school district wanted to do limited discovery with the
4 Washoe County Tax Assessor and that Washoe County had not answered the
5 school district challenge. Director McKay asked if maybe at the next meeting
6 if Legal Counsel Reese was available, we can obtain an update on the
7 certainty of where this is going or if it is just moving slow.

8
9 Mr. Velto stated he briefly spoke with Legal Counsel Reese on the matter but
10 he does not have answers for us today. He added he would be happy to
11 gather information if Director McKay wanted to take the conversation offline
12 with himself and Legal Counsel Reese or they could also prepare something
13 more formal for the Board. Mr. Velto added that any litigation has been
14 extremely slow due to Covid-19 and does not think much has changed.

15
16 Director McKay replied he could also call Legal Counsel Reese.

17
18 Mr. Velto assured Director McKay they would stay on top of it and keep him
19 informed.

20
21 *Board of Directors Comments or Reports.

22
23 No Report.

24
25 *Fire Chief Reports presented by Fire Chief Sommers.

26
27 Chief Sommers reported notice was received on Monday that the Dave &
28 Cheryl Duffield Foundation (D&C Duffield Foundation) would be making
29 another generous donation to the Fire District. The donation would be for
30 covering the purchasing of floor coverings for all the buildings, along with
31 the HVAC Controls for Station 11 at, and electronic door locks, the grant
32 would be for a total of about \$257,000. Chief Sommers stated the money is
33 going to be donated in the next two to three weeks, and added he does not
34 know whose signature would be required but he will bring that to the Board,
35 as he knows more.

36
37 Chair Herron asked Chief Sommers to refresh her memory and referred back
38 to other donations made and asked if it was either her signature or Chief
39 Sommers signature that was needed and if it was brought before the Board
40 or not.

41
42 Chief Sommers replied that the last donation was not brought before the
43 Board and it had been the Fire Chiefs signature and he added he had not
44 seen agreement for this donation yet. He added that the last donation with

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1 the Boat there had been requirements in which we are adhering to as we roll
2 out the boat program, Chief Sommers added he does not foresee any
3 requirements for this donation but also is unsure.

4
5 Chief Sommers also stated that for the record, NLTFPD never went out to
6 seek any of these donations from the very generous D&C Duffield
7 Foundation; they have approached us by asking us what we need and have
8 come through with the donations.

9
10 Chief Sommers next reported that he had met with Claudia Anderson, CEO
11 of the Parasol Foundation yesterday and they very much would like to help
12 us out anywhere we need it, they would like to not only help NLTFPD but
13 also the Basin. Chief Sommers will be working with Ms. Anderson on funding
14 ideas for us and other agencies in the Basin.

15
16 Chair Herron asked if the Parasol had helped us with the fire cameras.

17
18 Chief Sommers replied they helped with the maintenance fee for some of the
19 cameras.

20
21 Chair Herron asked if there were any questions for Chief Sommers.

22
23 Director Costalupes asked if the boat had been in the water yet.

24
25 Chief Sommers replied yes, it is in the water and the in-house staff is
26 training on it so we will have very qualified operators. He added that for the
27 last three weeks there have been boat operation classes taught by a retired
28 San Francisco Police Department man who ran the entire boat program in
29 the Bay area who is donating all of his time to the District to teach this class.
30 He is also training State Parks on different boats, making it that there are
31 multiple agencies training, all on their own boats.

32
33 Director Costalupes stated that it was great the training was happening
34 while the boat ramp is open and before the water diminishes.

35
36 Chair Herron asked if there were any further questions or any concerns
37 about the Duffield donation.

38
39 No further questions or concerns.

40
41 *Chief Officers Reports presented by Assistant Fire Chief Barnum.

42
43 Assistant Fire Chief (AFC) Barnum reported that operationally, Chief
44 Sambrano continues his Emergency Medical Services (EMS) duties, to

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1 include Clinical Laboratory Improvement Amendments (CLIA) certification, at
2 the state level. CLIA certification allows our offsite teams to operate and do
3 testing and monitoring of people exposed to Covid-19, at the same time
4 making sure that teams sent out are safe and we can expand our ability to
5 serve.

6
7 AFC Barnum reported on the new three employees saying they are moving
8 along and are doing fantastic job, he is especially proud of this group of
9 individuals as they were his first group of new hires he was directly involved
10 with hiring and AFC Barnum also complimented the crews are doing a good
11 job in training them.

12
13 AFC Barnum stated that he would be meeting with Tahoe Forest Hospital
14 Medical Director as we have a good standing relationship with TFHD, and will
15 provide a report to the Board.

16
17 AFC Barnum reported on behalf of Chief Green, who is in charge of dispatch
18 and the boat. He stated the boat is in the water and the crews are doing
19 great job with training, he added that there are logistics that need to be
20 worked out with Sand Harbor so for now the boat is at the Thunderbird
21 Lodge until the 20th when it will be moved to Sand Harbor.

22
23 Director Costalupes asked if the boat was being taken out during rough
24 weather conditions.

25
26 AFC Barnum replied they are taking the boat out every day regardless of the
27 conditions.

28
29 Director Costalupes stated it was important to train in all types of conditions.

30
31 AFC Barnum reported on behalf of Chief McClellan, who is in charge of
32 training, he stated they are focusing on the Engineers promotional exam, as
33 there are three candidates for the exam and it takes a lot of logistics as they
34 will be trained on the Type 1 and Brush trucks.

35
36 AFC Barnum reported on staffing, stating that come July we will be down
37 three full time positions, and he has a plan to fill the positions. He explained
38 that the lateral Paramedic position recruitment will close at end of the
39 month, and we will look for qualified applicants, with the contingency to hire
40 through the more traditional process if we do not receive any qualified
41 applicants.

42
43 AFC Barnum lastly reported on Covid-19, reporting vaccination is open to all
44 ages, and adding that we have seen a decrease in demand for vaccinations.

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1 AFC Barnum reported that the hospital stepped away from doing Covid-19
 2 vaccinations and there are no pharmacies in town vaccinating either, AFC
 3 Barnum stated we will continue to serve the community but will not carry
 4 the load.

5
 6 AFC Barnum reported that Firefighter/Paramedic Jill Andersen is now
 7 transitioning to Federal Emergency Management Agency (FEMA)
 8 reimbursement for everything that we have been doing Covid-19 related.

9
 10 Director McKay asked how the State was doing on re-certifications.

11
 12 AFC Barnum replied it is incredibly slow, as the State has lost many of its
 13 staff, and they only had one-person working fulltime. He added that the
 14 State is giving us flexibility.

15
 16 End report.

17
 18 *Prevention Reports presented by Fire Marshal Donohue.

19 NLTFPD

20 BOD

21 May 2021

22 I. Prevention Report for April 2021 (22 regular working days)

23 A. Inspections completed = **80**

- 24 1. Business License, Washoe County Child Care,
 25 Reoccurring/Annual, Re-inspections, and Complaints = 14
- 26 2. Short Term Rentals = 2
- 27 3. Construction = 34
- 28 4. D-Space (const. related only) = 17
- 29 5. Fire drills = 1
- 30 6. Knox Box = 8
- 31 7. Special Event = 0
- 32 8. Burn permit/Hot Work inspections = 4

33 B. Plan review projects received (includes initial, corrections, and
 34 revisions) = **85**

- 35 1. WC = 55
- 36 2. NLTFPD = 16
- 37 3. Pre-TRPA = 14

38 C. Permit fees (billed for December 2020) = **\$ 12,573.48**

- 39 1. NLT & Pre-TRPA review/inspection fees = \$6,470.00
- 40 2. WC review/inspection fees = \$6,103.48

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1 D. NLT construction permits (fire sprinkler, fire alarm, kitchen hood
2 suppression, residing, etc.) issued = **11**

3 E. Burn permit/recreational fuel-fired/ Hot Work permits issued = **4**

4
5 F. Fires investigated = **0**

6 G. Training hours = **15** hours

7 H. COVID Clinics (fire prevention participation) = **3** clinics (15
8 hours)

9 II. Fire Inspector Position Update

10 A. Fire inspector hiring update. One (1) qualified applicant
11 received.

12 *Fuels Management Report as presented by Division Chief Powning.

13
14 Division Chief Powning (DC Powning) reported Defensible Space Evaluations
15 (DSE) began last week for the community as well as the chipping program
16 and stated we have already received many chipping requests.

17
18 DC Powning reported the crews are gearing up for the season, seasonal
19 employees will start next Monday and they will be doing their critical
20 training. The two hand crews will be doing their training here and the NV
21 Energy Crew will be doing their training in Mound House due to parking.
22 After next week, the crews will change to staggered staffing, seven day
23 staffing and the engines will go to seven day staffing also, making them
24 available every day.

25
26 DC Powning stated we took delivery of the new chipper truck and the logos
27 would be placed on it tonight as per the NV Energy agreement.

28
29 End of report.

30
31 *Business Manager Reports presented by Business Manager Cary.

32
33 Business Manager Cary stated she had no further report, and she would like
34 to thank the Board for their assistance with the budget and added she will
35 begin to get ready for the annual and year-end audits.

36
37 *Public Education Information Officer Reports presented by PIO Rancourt.

38
39 PIO Rancourt stated her report had been submitted in the Board packets;
40 however, she wanted to add information about Nevada and the Lake Tahoe
41 Wildfire Awareness Campaign. PIO Rancourt stated the campaign changed
42 from Nevada and the Lake Tahoe Wildfire Awareness Month to Nevada and

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1 the Lake Tahoe Wildfire Awareness Campaign, and will run from May to
 2 October. PIO Rancourt added that Washoe County Commissioners presented
 3 a proclamation yesterday to make it official and PIO expressed appreciation
 4 for their support saying that this will allow us to get the message out for a
 5 longer duration with the fire weather we are anticipating.

6
 7 Director Herron asked if charcoal BBQs were been banned.

8
 9 Chief Sommers replied, they had not been yet, but will be as of this coming
 10 Monday.

11
 12 **4/22/2021 5/19/2021 Program Summary**
 13 **Community Safety & Education**
 14 **Board Meeting, Wednesday, 5/19/2021**

15
 16 **PROGRAM UPDATES:**

- 17 1. Press Releases distributed:
 18 a. TFFT Prescribed fires provide ecological benefits to forest
 19 health 4/26/2021
 20 b. TFFT Prescribed fire operation scheduled this week at Burton
 21 Creek State Park 5/3/2021
 22 c. Chipping & Defensible Space Services to Begin May
 23 10th 5/5/2021
 24 d. Open Public Burning Closing May 6, 2021
 25 e. EMS Week May 16th – 22nd 2021 5/12/2021
 26 2. COVID-19 Vaccine Information
 27 a. Effective April 6th Nevada has made COVID-19 vaccine
 28 available to Nevadans over 16/18 years of age (16 for
 29 Pfizer, 18 for Moderna).
 30 b. We are now offering ongoing [Moderna COVID-19](#)
 31 [vaccines](#) at station 12 in Crystal Bay.
 32 c. Thank you again to our agency partners WCHD, IVCH
 33 and IVGID for the collaboration with the vaccine clinics
 34 at The Chateau and at Diamond Peak Ski Resort.
 35 3. Short Term Rental Information
 36 a. Updated information on Short Term Rentals is posted on
 37 our website with an appointment calendar.
 38
 39 4. EMS Week: 'THIS IS EMS: Caring for Our Communities'
 40 a. School visits scheduled
 41 i. 5/17 @ Lake Tahoe School
 42 ii. 5/21 @ Incline Elementary School
 43
 44 5. Summer Water Safety:

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- 1 a. Scheduled for June 8th @ Ski Beach
- 2 b. IES and LTS 3 – 5 grades
- 3 c. Collaboration with IVGID lifeguards, US Coast Guard
- 4
- 5 6. Pancake Breakfast:
 - 6 a. Scheduled for Saturday, July 3, 2021 8a – 10a
 - 7 b. Permit approved and paid for
 - 8 c. Will modify event to accommodate COVID-19
 - 9 requirements
- 10 7. CPR/American Heart Association Training Center Classes:
 - 11 a. April 11, 2021 – May 12, 2021: 26 classes, 179
 - 12 students
 - 13 i. BLS – 16 classes, 89 students
 - 14 ii. Heartsaver – 4 classes, 12 students
 - 15 iii. PALS – 1 class, 4 students
 - 16 iv. Other – 5 classes, 74 students (COVID-19 vaccine
 - 17 PODs)
 - 18 b. 111 AEDs placed throughout Incline Village/Crystal Bay
- 19 8. Social Media Coverage:
 - 20 a. Google Analytics:
 - 21 a. Facebook page – total likes 4,863
 - 22 b. Instagram – 2,306 followers
 - 23 c. Twitter – 1,373 followers
 - 24 d. Website April 1 – April 30, 2021: 5,818 page
 - 25 views, 3,754 unique page views.
 - 26

27 *Local 2139 Union Reports presented by Union President Byrne.

28
29 No Report.

30
31 ***NRS 241.020 re: Public Comment.**

32 This is a Time for the Public to Comment on any Matter, Whether or Not it is
33 Included on the Agenda of this Meeting.

34
35 Community member Art Cross began that there is a Volunteer Firefighter
36 Association Scholarship and that Chief Sommers, Director McKay and he
37 were once volunteer Firefighter's (FF) before the program closed in 2003. He
38 stated the program had \$35,000 when it closed and that amount has grown
39 to \$55,000 and with the funds, they give out scholarship over the years,
40 sporadically. Mr. Cross stated that going forward it was not really feasible or
41 functional to keep the scholarship in its current form so they are looking at
42 having the Parasol Board of Directors re-purpose the scholarship money to
43 serve the community, as that was the intent of the FF scholarship and to
44 help bring new people to the fire service. Mr. Cross stated that a couple

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1 different options that to be presented to the Parasol BOD are, additional fire
2 camera system for our town, and or some sort of educational grant. Mr.
3 Cross stated that more information is to come and may be part of the Chief
4 report in the August or September Board meeting on how the money is
5 going to be used.

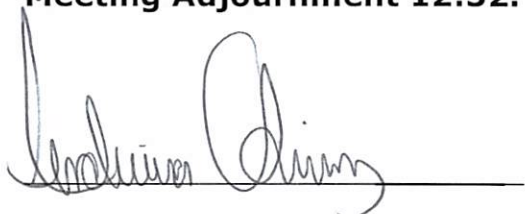
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7 **Meeting Adjournment 12:32.**

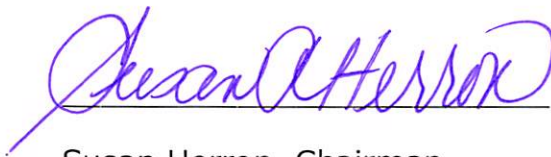
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9

10



11 Andreina Quiroz, Secretary



Susan Herron, Chairman

12

13