

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

Wednesday, October 15, 2025

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, Chair; Charley Miller, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Ken Leijon, Director; Phil Klein, Director.

***Guests present:** Fire Chief, Ryan Sommers, NLTFPD; Assistant Fire Chief, Russell Barnum, NLTFPD; Fire Marshal John James, NLTFPD; Division Chief, Isaac Powning, NLTFPD; Chief Financial Officer Jackie Signorelli, NLTFPD; PIO/Board Secretary, Andreina Quiroz, NLTFPD; Logistics Manager, Alan Green, NLTFPD; Legal Counsel, Paul Cotsonis; Battalion Chief, Jed Horan, NLTFPD; Captain, Jeff Byrne, NLTFPD; Captain, Chase Purinton, NLTFPD; Brett Gorra, NLTFPD; Stephanie Miramontes, Guest; Josh Whitman, NLTFPD; Tom Millhouse, Guest; Joseph Meyer, NLTFPD; Nora Patzman, Guest; Juan Carlos Camacho, NLTFPD; Molly Cocking, Guest; Geoffrey Rockhey, NLTFPD; Michael Lucey, NLTFPD; Chase Purinton, NLTFPD; Justin McKendry, NLTFPD.

***Approval of Agenda:** Chair Herron advised there would be two changes to the agenda. First change, Chief Officers Report by Assistant Fire Chief (AFC) Barnum would be after the consent agenda. Second change, agenda item four, will have "renewal of employment contract," removed as Chief Sommers employment contract is not being renewed; the inclusion of that phrase was an error.

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: No Public Comment.**

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of September 17, 2025, Board of Directors Meeting.

Review of Accounts Payable for September 2025.

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1 Approval of the September 2025 Monthly Management Report.

2
3 **OLD BUSINESS:**

4
5 None

6
7 **NEW BUSINESS:**

- 8
9 1. Badge Pinning Ceremony for new Firefighter/Paramedic Juan Carlos
10 Camacho, Firefighter/Paramedic Brett Gorra, and
11 Firefighter/Paramedic Joseph Meyer, presented by Chief Sommers.

12
13 Chief Sommers advised we are pinning the rest of the new hires.

14
15 Chief Sommers asked Firefighter/Paramedic (FF/PM) Joseph Meyer
16 to join him before the Board of Directors (BOD) to complete his
17 pinning with his family. Chief Sommers noted that FF/PM Meyer
18 joined North Lake Tahoe Fire Protection District (NLTFPD) from
19 Sparks Fire Department (SFD) where he served as a fire fighter.
20 Chief Sommers noted that FF/PM Meyer recently completed the
21 Regional Emergency Medical Services Authority (REMSA) PM
22 program.

23
24 FF/PM Meyer was pinned by his spouse, Nora Patzman.

25
26 Chief Sommers asked FF/PM Brett Gorra to join him before the BOD
27 to complete his pinning with his family. Chief Sommers noted that
28 FF/PM Gorra joined NLTFPD from SFD where he served as a fire
29 fighter. Chief Sommers noted that FF/PM Gorra had also recently
30 completed the REMSA PM program.

31
32 FF/PM Gorra was pinned by his girlfriend, Stephanie Miramontes.

33
34 Chief Sommers asked FF/PM JuanCarlos Camacho to join him before
35 the BOD to complete his pinning with his family. Chief Sommers
36 noted that FF/PM Camacho joined NLTFPD from East Fork Fire
37 Protection District (EFFPD), where he also served as a
38 Firefighter/Paramedic. Chief Sommers noted that Camacho has
39 been a paramedic since 2021.

40
41 FF/PM Camacho was pinned by his girlfriend, Molly Cocking.

42
43 Chair Herron excused families and guests to enjoy refreshments or

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1 they were welcome to stay for the remainder of the meeting.
2 Chair Herron congratulated the new hires and their families.
3

- 4 **2.** Discussion and Possible Action Regarding the Re-Adoption of
5 Resolution 25-06, Adopting the 2024 Lake Tahoe Nevada Fire Code,
6 Incorporating the 2024 International Fire Code; Prescribing
7 Regulations to Protect Life and Property from Fire, Hazardous
8 Materials, and Explosions; Providing for Permits; Establishing a
9 Bureau of Fire Prevention; and Defining the Powers and Duties of
10 Officers, thus superseding Resolution 25-04, presented by Fire Chief
11 Sommers and Fire Marshal James.
12

13 Chair Herron read agenda items two and three at the same time for
14 action to be taken on both items at the same time.
15

16 Chief Sommers advised the BOD that he was covering the Battalion
17 slot as AFC Barnum and Battalion Chief (BC) Horan were attending
18 a meeting out of district.
19

20 Chief Sommers then turned the meeting over to Fire Marshal (FM)
21 James and mentioned this reading was being brought back to the
22 BOD for the second time.
23

24 Fire Marshal James explained that the resolutions were titled as
25 "Re-Adoptions" to clarify certain language that had been previously
26 identified by both NLTFPD's Board of Directors and Tahoe Douglas
27 Fire Protection District's (TDFPD) Board. He noted that the language
28 for NLTFPD was reviewed with Legal Counsel Reese and revised to
29 reinforce the District's code enforcement authority without implying
30 law enforcement powers. Outside of those clarifications, the overall
31 context of the resolutions remained unchanged.
32

33 FM James stated he was available for any questions.
34

35 Chair Herron asked if the language change applied to both
36 resolutions.
37

38 FM James confirmed.
39

40 Chair Herron thanked FM James for the clarification and mentioned
41 that she was happy with the change.
42

43 Chair Herron asked for a motion on Resolution 25-06.
44

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Secretary-Treasurer Bremer made a motion for the Re-Adoption of Resolution 25-06, Adopting the 2024 Lake Tahoe Nevada Fire Code, Incorporating the 2024 International Fire Code; Prescribing Regulations to Protect Life and Property from Fire, Hazardous Materials, and Explosions; Providing for Permits; Establishing a Bureau of Fire Prevention; and Defining the Powers and Duties of Officers, thus superseding Resolution 25-04.

Vice-Chair Miller seconded the motion.

Chair Herron called the question.

All in favor, motion passes unanimously.

- 3.** Discussion of and Possible Action Regarding the Re-Adoption of Resolution 25-07, Adopting the 2024 Lake Tahoe Nevada Wildland-Urban Interface Code, Incorporating the 2024 International Wildland-Urban Interface Code; Prescribing Regulations to Protect Life and Property from Fire, Hazardous Materials, and Explosions; Providing for Permits; Establishing a Bureau of Fire Prevention; and Defining the Powers and Duties of Officers, thus superseding Resolution 25-05, presented by Fire Chief Sommers and Fire Marshal James.

Chair Herron asked for a motion on Resolution 25-07.

Director Klein made a motion for the Re-Adoption of Resolution 25-07, Adopting the 2024 Lake Tahoe Nevada Wildland-Urban Interface Code, Incorporating the 2024 International Wildland-Urban Interface Code; Prescribing Regulations to Protect Life and Property from Fire, Hazardous Materials, and Explosions; Providing for Permits; Establishing a Bureau of Fire Prevention; and Defining the Powers and Duties of Officers, thus superseding Resolution 25-05.

Vice-Chair Miller seconded the motion.

Chair Herron called the question.

All in favor, motion passes unanimously.

- 4.** Discussion of and Possible Action Regarding the Board of Directors Performance Evaluation of Fire Chief Ryan Sommers and Possible Action to provide an increase in his annual compensation, as

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presented by Chief Financial Officer Jackie Signorelli.

Chief Financial Officer (CFO) Jackie Signorelli presented virtually from the annual Nevada Public Agency Insurance Pool and Public Agency Compensation Trust (POOL/PACT) conference in South Lake Tahoe (SLT).

CFO Signorelli noted that the information listed in the BOD packet provided the culmination of all five of the annual reviews together with the salary comparison. CFO Signorelli noted that there were a few agencies that were not heard back from – those being TDFPD and SFD. Thus, last year's information was used. CFO Signorelli added that she believed SFD was in a three-year contract, therefore the information would stand for three years and there would be no increase. She explained that the comparison reports included the years of service as Chief and their corresponding effective dates.

CFO Signorelli continued to outline the information provided for the BOD, including an explanation of the proposed percentage increases and how each related to the Public Employees' Retirement System (PERS) sharing. CFO Signorelli explained with the examples that the percentage increase would be reduced by half the PERS sharing and elaborated on the examples.

CFO Signorelli asked if the BOD had any questions about any of the reports.

Director Klein asked which district is most similar to NLTFPD.

CFO Signorelli responded that TDFPD and North Tahoe Fire Protection District (NTFPD) might be the most closely related based on shape and size.

Vice-Chair Miller asked how many stations TDFPD had.

Chief Sommers stated that he believed TDFPD had four stations.

Vice-Chair Miller noted he found that to be most comparable.

Chair Herron asked if there were any other questions for CFO Signorelli.

Director Leijon noted that he did have another question with regard to the Collective Bargaining Agreement (CBA) increase and asked

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1 for clarification.
2

3 CFO Signorelli explained that the CBA included a five percent
4 increase for the next three years and explained that a five percent
5 increase is given, but employees share in half the PERS cost. She
6 noted that this year's increase was 0.406%.
7

8 CFO Signorelli acknowledged that Chief Sommers does multiple jobs
9 and oversees the whole district, thus she had provided a snapshot
10 for the BOD to decide where he should be increased to based on his
11 job duties.
12

13 Vice-Chair Miller confirmed that the CBA would remain in effect for
14 three years.
15

16 CFO Signorelli confirmed that it would remain in effect through June
17 30, 2027.
18

19 Vice-Chair Miller asked if the PERS sharing for the next year was
20 known or not known.
21

22 CFO Signorelli advised it is the same PERS sharing for two years
23 and this rate just went into effect July 1, 2025. She explained that
24 after two years the rate would either increase or decrease based on
25 the actuarial study. CFO Signorelli reiterated this happens every
26 two years. She also noted that the rate had increased significantly
27 over the last three cycles, rising from 40% to 44%, then to 50%,
28 and most recently to 58.75%. CFO Signorelli added that while the
29 rate has been trending upward, it could decrease in the future, and
30 emphasized that the District remains in a very healthy position with
31 regard to PERS.
32

33 Vice-Chair Miller asked if PERS would increase 4.3% again next
34 year.
35

36 CFO Signorelli replied no and explained that the rate does not
37 increase again next year; the rate increases every two years and
38 added that employees always have a share in the increase.
39

40 Chair Herron noted that it would stay the same for next year.
41

42 CFO Signorelli confirmed.
43

44 CFO Signorelli explained that at the time of retirement PERS does a
45 "look back" to see if there was a share in the increases and then

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1 the compensation is added back to the top as though there was not
2 a share in PERS and said this is how the pension payouts are
3 determined. Lastly, CFO Signorelli added that this was a Nevada
4 Revised Statutes (NRS) statute.

5
6 Chair Herron commented that it was in place for two years along
7 with the CBA.

8
9 CFO Signorelli confirmed that every two years PERS will adjust up
10 or down.

11
12 Chair Herron noted that it makes the budgeting nice.

13
14 Director Leijon noted that he understood what was being stated in
15 column one confirming it is the PERS sharing offset.

16
17 Vice-Chair Miller noted this is also shown in the next four columns.

18
19 Chair Herron added that this applies to the Fire Chief since he has
20 to share in PERS as well.

21
22 Director Klein asked if there was any history of tying percentage
23 increases to grades on performance evaluations.

24
25 CFO Signorelli confirmed that this is what the BOD is doing today
26 and explained that this is a merit-based performance evaluation.
27 CFO Signorelli added that Chief Sommers' increase has been
28 budgeted, noting that the budget allows for a salary of up to
29 \$240,000, representing a net 5.19% increase — effectively a 10%
30 raise less the PERS sharing. She further explained that the increase
31 is merit-based, consistent with the structure for non-collective
32 bargaining employees.

33
34 Director Klein explained that his point was that many organizations
35 have transitioned to a scale-based increase system and went on to
36 describe how the rating process works. He asked if the District did
37 anything similar to that and if it did not, maybe it should be
38 considered in order to take any of the guess work out of the
39 process.

40
41 CFO Signorelli confirmed that nothing like that was being done at
42 this time.

43
44 Vice-Chair Miller confirmed that NLTFPD did not do anything like
45 what Director Klein mentioned, but that he liked it and suggested

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1 maybe it should be considered for next year. Vice-Chair Miller
2 noted that by his simple calculations for the last few years, there
3 have been a lot of five percent increases, one eight percent year,
4 and that last year was five percent.
5

6 Director Klein asked if it was a NET five percent or total, noting that
7 he did not think the PERS subtraction had to be accounted for
8 previously.
9

10 Chair Herron asked CFO Signorelli if this was the first year that the
11 PERS subtraction needed to be accounted for.
12

13 CFO Signorelli confirmed that was correct and reported that when
14 she came on board there was a certification that had to be signed,
15 and she was unwilling to sign it being that the District was not
16 abiding by the NRS statue.
17

18 Director Klein confirmed that looking at what was budgeted for
19 now, it is basically a NET five percent.
20

21 Vice-Chair Miller confirmed this was right and asked if this was
22 merit and cost-of-living adjustment (COLA) when doing it annually.
23 He then asked for confirmation that there was no COLA in addition
24 to this increase.
25

26 CFO Signorelli confirmed that to be correct – no COLA and added
27 that in the past if one employee received a five percent increase, all
28 employees received the same, as there was no sliding scale in
29 place. CFO Signorelli advised that there were a variety of ways it
30 could be done, and a new scoring system could be implemented in
31 the future, and it was something that was being worked towards.
32

33 Director Klein noted that if there was a separate COLA that would
34 be one thing, but if not, this is truly just merit then he personally
35 feels that tying it into the performance evaluation is the correct
36 thing to do. Then those who are performing well get more than
37 those who are not. If there are COLA issues, those can be handled
38 separately, but it does not sound like that is being done at this
39 time. Director Klein suggested that the topic be reviewed further.
40 He also noted that, based on comparisons, NLTFPD and TDFPD are
41 the two most comparable agencies, and that the proposed or
42 budgeted rate falls squarely between the two, which he felt was
43 reasonable.
44

45 Vice-Chair Miller and Director Klein discussed where the information

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they were speaking on was listed and confirmed that they were referring to the budgeted rate.

Chair Herron asked if Director Klein was making a motion.

Director Klein proposed that the BOD go with the budgeted rate and reiterated the reasons why he felt the BOD should approve the budgeted rate.

Chair Herron noted that there was a motion on the floor to go with a 10% marginal which is the NET budgeted increase of 5.19%. Chair Herron confirmed with Director Klein this was correct.

Director Klein confirmed that it was correct.

Chair Herron asked for a second.

Secretary-Treasurer Bremer seconded the motion.

Chair Herron asked if there were any questions or comments.

Vice-Chair Miller commented that he would like to be closer to what the CBA is doing as a whole. He feels NLTFPD is closer to TDFPD than NTFPD and would suggest something closer to four percent or somewhere closer to consumer price index (CPI) that has been about three percent over the years NET.

Chair Herron asked if there were any other comments.

Chair Herron called the question considering there was a motion on the floor.

All in favor, motion passes unanimously.

Chair Herron thanked CFO Signorelli and congratulated Chief Sommers noting that he had a very good performance evaluation and believes he knows what the BOD has asked him to work on.

REPORTS:

***Legal Reports**

Legal Counsel Paul Cotsonis had no report for the BOD.

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***BOD Comments & Reports**

The BOD had no reports or comments.

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

Chief Sommers thanked the BOD for his performance evaluation.

Chief Sommers reported that he attended a Western Fire Chiefs Association (WFCA) Leadership Conference in Oregon the month prior and reported it was a very good conference. He will also try to attend another in March along with some of the other Chief Officers.

Chief Sommers reminded the BOD that he is conducting one-on-one meetings with every NLTFPD employee with only a few more left and is hopeful to be completed by the end of November. Upon completion, Chief Sommers plans to present a summary of his findings.

Chief Sommers has officially been appointed to be a board member to represent Nevada (NV) in WFCA and that is why he attended the conference in Oregon and will be attending the next conference in Las Vegas in March.

End of report.

Chair Herron asked if there were any questions for Chief Sommers and thanked the BOD for meeting one-on-one with him for his performance evaluations.

***Chief Officers Report presented by Assistant Fire Chief Barnum.**

AFC Barnum reported on the following:

The 30th Annual Paramedic Refresher (PMR) is scheduled for December 3rd, 4th, and 5th at the Hyatt. The PMR is being coordinated by Battalion Chief (BC) Quinlan and FF/PM Anderson and advised more information would be distributed as it becomes available. AFC Barnum invited the BOD to stop by the PMR.

Fleet- first line apparatus are available, mechanics are preparing fleet for winter, and the boat will be removed from the water this month.

AFC Barnum referred to the grant received by the Dave and Cheryl Duffield Foundation (DCDF) for equipment, and repurposing a room into a new training room that will house the digital sand table with other material.

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1 Flu shots – the district participated in the community October Fest where 13
2 flu shots were administered. Flu shots are available to the public for \$20.00
3 and free to BOD and employees.

4
5 Battalion Chiefs test is scheduled for January. The test is to build the list to
6 anticipate any openings in 2026.

7
8 End of report.

9
10 Chair Herron asked AFC Barnum to confirm the dates of the PMR.

11
12 AFC Barnum said the PMR will be held December 3rd, 4th, and 5th at the
13 Hyatt.

14
15 ***Prevention Report presented by Fire Marshal James.**

16
17 FM James reported that the Prevention reports had been submitted as part
18 of the BOD packet, and he is available for any questions.

19
20 ***Fuels Management Report as presented by Division Chief Powning.**

21
22 Division Chief (DC) Powning reported that all resources are in town doing
23 project work in town and training.

24
25 Seasonal crew members will be laid off between November 6th and
26 November 7th.

27
28 DC Powning advised he will provide year-end stats during the next BOD
29 meeting.

30
31 Lastly, DC Powning reported chipping and defensible space inspections will
32 be closing either at the end of the month or the first week of the following
33 month.

34
35 End of report.

36
37 ***Chief Financial Report presented by Chief Financial Officer**
38 **Signorelli.**

39
40 CFO Signorelli advised that she provided her BOD report, it was in the BOD
41 packet, and is available for any questions.

42
43 CFO Signorelli reported that Administration is getting closer to closing 2024
44 as the audit will commence in a month.

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1 CFO Signorelli advised she would be scheduling time with Secretary-
2 Treasurer Bremer to review the financials and welcomed any other Directors
3 who wish to review.

4
5 Chair Herron asked if there were any questions.

6
7 ***Public Education Information Officer Report presented by PIO**
8 **Quiroz.**

9
10 PIO Quiroz reported that the PIO report had been submitted as part of the
11 BOD packet, and she is available for any questions.

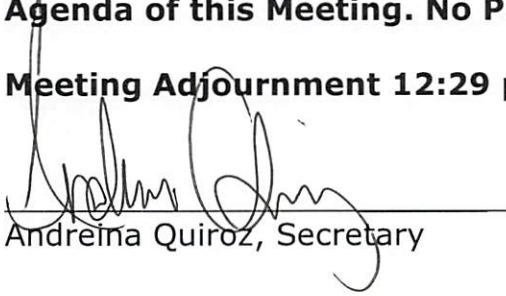
12
13 ***Local Union 2139**

14
15 Vice-President (VP) Justin Ashby introduced himself and on behalf of the
16 Union thanked the BOD, Chief Sommers and AFC Barnum for the continuing
17 support in staffing and hiring of new employees.

18
19 End of report.

20
21 ***NRS 241.020 RE: Public Comment. This is a Time for the Public to**
22 **Comment on any Matter, Whether or Not it is Included on the**
23 **Agenda of this Meeting. No Public Comment.**

24
25 **Meeting Adjournment 12:29 p.m.**

26
27
28 
29 Andreina Quiroz, Secretary

30
31
32 
33 Susan Herron, Chairman