

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

3  
4                                   **JANUARY 20, 2016**

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

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8   **MEETING CALLED TO ORDER:** Chairman Zahler called the meeting to  
9 order at 12:00 p.m.

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11   **ROLL CALL OF THE NORTH LAKE TAHOE FIRE PROTECTION BOARD OF**  
12 **DIRECTORS:** Upon roll call, the following Board Members were present:  
13 Paul Zahler, Chairman; Jeff Warner, Vice-Chairman; Susan Herron,  
14 Secretary-Treasurer; Dale Smith, Director; Dennis Perry, Director; and Vicki  
15 Baumann, Secretary.

16  
17   **GUESTS PRESENT:** Jason Guinasso, Legal Counsel; Michael D. Brown,  
18 NLTFPD; Ryan Sommers, NLTFPD; Sharon Cary, NLTFPD; Mark Regan,  
19 NLTFPD; Jeff Sambrano, NLTFPD; Carol Green, NLTFPD; Thomas Rores,  
20 NLTFPD; Jay Euse, NLTFPD; Jeff Cutler, NLTFPD and Tia Rancourt, NLTFPD.

21  
22   **APPROVAL OF AGENDA:** Director Herron made a motion to approve the  
23 agenda with the following change: move New Business Item 1 to after New  
24 Business Item 3. She said she would like to take care of the District's  
25 business first. Director Warner seconded the motion. No discussion.  
26 Chairman Zahler called for question. Ayes 5. Nays 0. Motion passed.

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28   **NRS 241.020 RE: PUBLIC COMMENT: This is a Time for the Public to**  
29 **Comment on any Matter, Whether or Not it is Included on the**  
30 **Agenda of this Meeting.** No comments.

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32   **CONSENT AGENDA**

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34   **APPROVAL OF MINUTES OF THE NOVEMBER 18, 2015 BOARD OF**  
35 **DIRECTORS MEETING.**

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37   **APPROVAL OF ACCOUNTS PAYABLE REPORT FOR NOVEMBER 2015.**

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39   **APPROVAL OF ACCOUNTS PAYABLE REPORT FOR DECEMBER 2015.**

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41   **APPROVAL OF THE MONTHLY MANAGEMENT REPORT FOR NOVEMBER**  
42 **2015.**

43  
44   **APPROVAL OF THE MONTHLY MANAGEMENT REPORT FOR DECEMBER**  
45 **2015.**

1 Director Smith made a motion to approve the Consent Agenda items as  
2 published. Director Warner seconded the motion. No discussion. Chairman  
3 Zahler called for question. Ayes 5. Nays 0. Motion passed.

4  
5 **NEW BUSINESS:**

6 **2. Discussion of and possible action on a motion to establish a**  
7 **Commercial Card Account with Umpqua Bank.** Business Manager Cary  
8 said the District has established a new banking affiliation with Umpqua Bank  
9 and we need to get credit cards for travel, purchases, etc. Umpqua is  
10 requiring the District to have a letter of authorization from the Board of  
11 Directors allowing the Fire Chief to request commercial credit cards. We had  
12 ten credit cards with Bank of America and since we no longer have that  
13 account, we need to get new District credit cards.

14 Director Herron made a motion to approve the request to allow the Fire  
15 Chief, Michael D. Brown, to establish a commercial credit card account with  
16 Umpqua Bank. Director Warner seconded the motion. No discussion.  
17 Chairman Zahler called for question. Ayes 5. Nays 0. Motion passed.

18  
19 **3. Discussion of and possible action on a motion to purchase two (2)**  
20 **new pick-ups; one for Operations and one for the Fuels Management**  
21 **Program.** Assistant Fire Chief Sommers said the District would like to  
22 purchase two new vehicles. However, these were not in the 2015 - 2016  
23 budget. The District would like to purchase two new vehicles; one for  
24 Operations and one for the Fuels Management Officer. The District will sell  
25 five vehicles, all with high mileage, which includes three Battalion Chiefs'  
26 vehicles and two crew vehicles. Originally, each Battalion Chief had been  
27 assigned a vehicle. It is not cost effective to keep doing that. It will be  
28 more cost effective to just have one vehicle for the on duty Battalion Chief.  
29 The second vehicle will go to our Fuels Management Officer who is currently  
30 driving a vehicle with over 200,000 miles on it.

31 Chairman Zahler asked if this purchase has to go out to bid. Chief Sommers  
32 said the District would be going through the State of Nevada's purchasing  
33 program. The State has established contracts with mostly American made  
34 vehicle manufacturers and they published a price for the year. The District  
35 looked at the GMC's, Dodge and Ford and have decided to go with the GMC  
36 vehicles. The GMC vehicles are the lowest on the State's bid.

37 Director Herron said she called Assistant Fire Chief Sommers to ask him  
38 what he anticipated selling the five vehicles for. His answer was around  
39 \$61,500.00. So, it looks like the budget would have to be augmented for  
40 around \$30,000.00.

41 Director Smith said he believes in the past each Battalion Chief had a vehicle  
42 to take home in case they had to respond to an incident and how are we  
43 going to deal with that going forward. Assistant Fire Chief Sommers said  
44 that's correct. That was in our organization flow chart when there was no  
45 Assistant Fire Chief. This would have allowed a Battalion Chief to respond if  
46 Chief Brown was unavailable for an incident. Now that there is an Assistant

1 Fire Chief, they work together on who is available and who isn't. We still  
2 have other rolling stock that is available should something go down or if  
3 needed.

4 Director Warner made a motion to approve the purchase of two (2) new  
5 pick-ups; one for Operations and one for the Fuels Management Program.  
6 Director Herron seconded the motion. Chairman Zahler called for question.  
7 Ayes 5. Nays 0. Motion passed.

8

9 **1. Discussion of and possible action to elect the Officers for the**  
10 **North Lake Tahoe Fire Protection District Board of Directors 2016.**

11 Director Warner nominated Director Herron as Chair for the Board of  
12 Directors for 2016 effective January 21, 2016. Director Smith seconded the  
13 motion. Chairman Zahler called for question. Ayes 5. Nays 0. Motion  
14 passed.

15 Director Herron nominated Director Warner as Vice-Chairman as of January  
16 21, 2016. Director Smith seconded the motion. Chairman Zahler called for  
17 question. Ayes 5. Nays 0. Motion passed.

18 Director Smith nominated Director Perry as Secretary/Treasurer as of  
19 January 21, 2016. Director Herron seconded the motion. Chairman Zahler  
20 called for question. Ayes 5. Nays 0. Motion passed.

21

22 **OLD BUSINESS:** None.

23

24 **REPORTS**

25

26 **\*Legal Counsel Reports:** None.

27

28 **\*Board of Directors' Comments/Reports.** Chairman Zahler said he  
29 received Fire Chief Brown's notice of retirement as of March 18, 2016.  
30 Chairman Zahler said we have been very fortunate to have him for as long  
31 as we have.

32 Director Herron said Chief Brown spoke with General Manager Pinkerton and  
33 IVGID would like host a Community Appreciation event for the Chief prior to  
34 his retirement at the Chateau. And so speaking on behalf of General  
35 Manager Pinkerton, she offered their assistance to work with the Fire  
36 District's staff to arrange this event. They will hold it at a time when  
37 convenient with the Chief, his family's schedule and the rest of his Staff.  
38 IVGID greatly appreciates the partnership and the support from the Chief.  
39 On behalf of IVGID, thank you. General Manager Pinkerton was unable to  
40 be at today's meeting, due to a prior commitment, to thank Chief Brown  
41 himself.

42 Director Warner said there will be some big shoes to fill. They, as Board  
43 members, will have quite a job to do, to serve the Staff in this transition  
44 period and make sure it gets done as smoothly as possible and make sure  
45 those shoes get filled as soon and as well as they can.

46

1 **\*Fire Chief Reports.** Chief Brown thanked the Board of Directors for their  
2 comments.

3 REMSA has a new CEO, Dean Dow. Chief Brown and Assistant Fire Chief  
4 Sommers met with him a few weeks ago and Chief Brown has met with him  
5 since. Conversations have been taking place over our automatic aid  
6 agreement with them. The District's agreements had lapsed over the years  
7 because we were waiting for some of the EMS and boundary issues in  
8 Washoe County to be resolved. And they have been. The boundary maps  
9 will be on the District Board of Health's agenda for approval at their next  
10 meeting. The boundary map shows our true area of responsibility as  
11 originally designated in 1972 and has us responding to the Mt. Rose Ski  
12 area. There is still an area within the Mt. Rose corridor that has been in  
13 question. A draft of a service agreement area was drawn up based on the  
14 County's study using the Reindeer Lodge as the half way point and would  
15 request the closest available service. More than likely most of those calls  
16 would come our way.

17 Chief Brown, Assistant Fire Chief Sommers and other Staff members  
18 attended a meeting in Las Vegas regarding the GEMT (Government  
19 Emergency Management Transfer) and IGT (Intergovernmental Transfers).  
20 GEMT and IGT is a program in which those agencies, who are paid Ad  
21 Valorem, can receive full reimbursement for Medicaid patients. The State of  
22 Nevada and Department of Health and Human Resources, who run the  
23 Medicaid program, are behind this program. The intent of the District is to  
24 work with a consultant to write a SPA (State Plan Amendment). This  
25 program will allow the District to go back two years and bill for previous  
26 transports.

27 There was a meeting two weeks ago with TRPA about a public safety pier.  
28 Property is being looked at. Those agencies involved are: the Sheriff's  
29 Office, Coast Guard, Department of Wildlife and the District. TRPA has been  
30 very supportive.

31 The Department of Justice has submitted a list of contractors, to the  
32 bankruptcy court, for payment. The District is on this list. Those not on the  
33 list is people who worked directly for the Nevada Fire Safe Council. However  
34 there is another hold up; the judge's ruling said to pay everybody, but the  
35 submitted list does not include everybody it has slowed the process down.  
36 Chief Brown and Legal Counsel continue to work on this issue.

37 The Lake Tahoe Restoration Act, Senate Bill 1724, was approved by the  
38 Senate Environment and Public Works Committee. The bill will now go  
39 before the full Senate. If the bill gets full approval, it means \$415 million for  
40 the Tahoe Basin. Wildfire prevention will be the number one priority,  
41 receiving \$150 million, which includes fuels reduction work.

42 Director Perry asked about routine transfers from Mount Rose Ski area.  
43 Chief Brown said when 911 is called and the closest resource will respond.  
44 Director Perry asked if REMSA would still be able to keep an ambulance on  
45 standby at the resort. Chief Brown said yes and we told them it would be  
46 welcomed.

1 **\*Chief Officers Reports.** Assistant Fire Chief Sommers said the District  
2 two newest employees are attending the eight week consortium academy in  
3 Carson City. Our employees are doing excellent. All involved agencies send  
4 personnel and equipment down to assist, so once in a while you might see  
5 some of our equipment going to and from Carson City.

6 The District's new Zoll EPCR program continues to be worked on.

7 The District has been busy with calls. The guys are doing a great job and we  
8 are meeting the demands.

9  
10 **\*Business Manager Reports.** Business Manager Cary announced that the  
11 retirement of the District's Administrative Assistant, Vicki Baumann. She will  
12 be leaving the District April 17<sup>th</sup>. The 2016 - 2017 budget timeline was  
13 distributed. The 2016 - 2017 budget workshop will take place on April 7<sup>th</sup>  
14 starting at 9 a.m.

15  
16 **\*Public Education Information Officer Reports.** PIO/PEO Rancourt said  
17 pile burning was very successful this season. We completed 219 acres; the  
18 majority in our jurisdiction and some in the Tahoe City area. There are 12  
19 active burn permits open right now. The flu vaccine program is still up and  
20 running with 98 vaccines administered. The Ash Can program is still going  
21 strong. The Paramedic Refresher had 243 participants and 11 vendors this  
22 year.

23 Upcoming programs include a visit to a preschool and the Be Fit program at  
24 the elementary school. The Blood Drive will be held at the end of February.  
25 And the CPR program taught 4,570 students for the year.

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27 **NRS 241.020 RE: PUBLIC COMMENT. This is a time for the public to**  
28 **comment on any matter, whether or not it is Included on the agenda**  
29 **of this meeting.** Carol Green, Captain with the North Lake Tahoe Fire  
30 Protection District introduced herself as the new Union President for Local  
31 2139. She introduced Thomas Rores as the Vice-Chair. James Nelligan,  
32 who was not present, is Secretary/Treasurer. She also thanked Chief Brown  
33 for all his years of service. And she looks forward to working with the Board  
34 and the new administration.

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36 **Meeting Adjournment.** Director Warner made a motion to adjourn the  
37 Board of Directors' meeting. Director Herron seconded the motion.  
38 Chairman Zahler called for question. Ayes 5. Nays 0. Motion passed.  
39 Meeting adjourned at 12:31 p.m.

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Vicki Baumann, Secretary



Susan Herron, Chair