

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
September 26, 2012

Those Present:

Chairperson Steve Seibel
Trustee Mike Bradford
Trustee Brad Dorton
Trustee Ann Grant
Trustee Kevin Kjer
Fire Chief Ben Sharit
Assistant Chief Mark Novak
Battalion Chief Jim Hardison
Battalion Chief Dave Heckhius

Captain Chuck Salerno
FF/P Andy Isenberg
FF Jenny Alustiza
Fire Marshall Eric Guevin
Fire Inspector Sylvia Lee
Administrative Assistant Kate Warner
Administrative Aide Carrie Nolting
Guests: Larry Schussel

1. Call to Order

Meeting was called to order at 4:00pm.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Kjer.

3. Roll Call

Chairman Seibel, Trustee Bradford, Trustee Dorton, Trustee Grant and Trustee Kjer were present.

4. Approval of Agenda

Trustee Bradford motioned to approve the agenda as presented. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

5. Public Comment.

None.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 08/22/12.

Trustee Bradford motioned to approve the Consent Calendar items as presented. Trustee Grant seconded the motion. No discussion. Motion approved 5-0.

7. For Possible Action: Consent items moved forward.

None.

8. Report Item: Review of Monthly Fire District Expenditures
Fire Chief Ben Sharit

Chief Sharit reviewed key expenses for the past month, and there were no questions regarding the weekly check runs. There was no other discussion.

- A \$10,377.00 expense was noted for the build up of the new duty chief vehicle
- A/C Novak per diem expense for attending a course at the National Fire Academy.
- A \$903.30 payment to Aaf Frontier is the the first lease payment of the Zephyr Crew Work Center at 207 Kingsbury. This amount was adjusted down from \$1000 a month to cover repairs per the contract.
- McGinley & Associates for \$1900.00 for the environmental survey at the former Frontier building for the Zephyr Crew Work Center.
- Meek Lumber \$1117.00 for lumber to bulid lockers in the Work Center.
- Pine Tree Printing \$1920.00 for the Fall Newsletter and Defensible Space forms.

10. Report Item: Review of Monthly Fire District Activity
Fire Chief Ben Sharit

Employee Years of Service Recognition

Captain Richard Nalder 32 years of service
FF/P Tim Egan 2 years of service
FF Jenny Alustiza 2 years of service
FF/P Andy Isenberg 2 years of service

Updates

1. **NV FSC** – BLM audit pending.
2. **FF/Paramedic Hiring Process** – oral interviews and paramedic testing completed ; reduced the candidate field from 76 to 40. Fire Chief interviews are scheduled in October, fire academy in November.
3. **Introduction of new Fire Inspector Sylvia Lee** – Lee has relocated from Las Vegas and brings 15 years of special events, 5 years of Fire Prevention and speaks fluent Spanish.
4. **Sale of 2000 Ford Excursion Command vehicle to Storey County Fire Protection District** – SCFPD totaled a command vehicle on a fire and had an immediate replacement need, sold for \$5000.
5. **Donation of a 1988 Ford pickup truck to Douglas County Search and Rescue** – this truck has not been in use for some time, SAR was very happy to have it.
6. **2012 Audit status** – a draft of the audit is expected soon. Final presentation will be by Grant Thornton at the November BOT meeting.
7. **SLT Fire on 9/18/12** – B/C Hekhuis and all stations responded. Two homes were lost.
8. **Pancake Breakfast** – hosted by Zephyr Crew, on-duty personnel from A-Shift and staff personnel. We served 275, and broke even on the expenses. Proceed donations had been promised to Northern Nevada Children’s Cancer Foundation and the WHS Girls Soccer team who worked the event. So even tho there were no profits, donations were made to these groups. We have received a lot of good feedback on the event.
9. **Wildland Fire** – in District above Sewer Plant burned 2 acres. USFS land. Immediate response by an air tanker and two helicopters. No structures were threatened. Human caused event, started in a slash pile – under investigation.
10. **Gardnerville Fire** – Started at noon, D/C Hekhuis, engine company and Zephyr Crew personnel responded. Possibly started by cigarettes.
11. **Zephyr Crew Facility** – tours are available after the BOT meeting.

Financial Summary

Anticipate expenditures for EOD the quarter which will be reimbursable in 3-6 months. Edward Jones Financial Advisor, Wayne Omel will be attending the October or November meeting to review TDFPD investments.

Other Topics

Vehicle Purchases – Trustee Kjer congratulated Chief Hekhuis fro bringing the purchases in under budget.

Pancake Breakfast – Chairman Seibel acknowledged the event and said he was very impressed with the turnout and the set up. Trustee Grant added that she spoke to almost everyone in attendance and also thought it was a great event for our first year.

Blood Drive – TDFPD’s third drive in 2012, met the goal of 50 units donated.

Announcements

TRPA Community Appreciation – Thursday, September

Fire Fest – Saturday, September 27 10am-3pm SLT Airport

TDFPD will have apparatus on display and personnel at both events.

Wellness Sessions – October 2 1400-1600 & October 10 0900-1100. June Denney, Nutrition Consultant will be sharing current information to improve your health. Captain Cranch urged everyone to attend, adding that it will change the way you shop, prepare food and eat.

11. Discussion: Confirm next meeting, Wednesday, October 24, 2012 @ 4:00pm

Due to scheduling conflicts, the meeting was moved to Thursday, October 18.

Suggested agenda items:

- Annual Performance Appraisal for Fire Chief
- Edward Jones Investment Update
- Grant Application – POOL/PACT

12. Adjourn.

Trustee Bradford motioned to adjourn the meeting. Trustee Dorton seconded the motion. No discussion. Motion approved 5-0.

The meeting was adjourned at 4:26pm.

This meeting was recorded on audio tape.

**Kate Warner
Administrative Assistant
Tahoe Douglas Fire**