

TAHOE DOUGLAS FIRE PREVENTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**March 26, 2015**

**Those Present:**

Chairman Larry Schussel  
Vice Chairman Greg Felton  
Trustee Bill Kirschner  
Trustee Kevin Kjer  
Trustee Steve Seibel  
Fire Chief Ben Sharit  
Legal Counsel Jason Guinasso  
Assistant Chief Tim Allison  
Battalion Chief Jim Antti  
Battalion Chief Rich Nalder

Fire Marshal Eric Guevin  
Fire Inspector Todd Stroup  
Crew Supervisor Keegan Schafer  
Forester John Pickett  
Office Manager Kate Warner  
Accounting Specialist Carrie Nolting  
Administrative Assistant Casey O'Neill  
Mike Bradford, Chairman DCSID #1

**1. Call to Order.**

Meeting was called to order at 3:00 pm.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by community member Bob Cook.

**3. Roll Call.**

Chairman Schussel, Vice Chairman Felton, Trustee Kirschner, Trustee Kjer and Trustee Seibel were present. A quorum was present.

**4. Approval of Agenda.**

Before approval, Chairman Schussel noted a clerical error found on Item # 10 of the agenda. The percentage 1.1.25% had an extra period and should be corrected as 1.125%. Board Secretary O'Neill noted correction and will amend the final agenda.

Vice Chairman Felton motioned to approve the agenda as amended. Trustee Kirschner seconded the motion. No discussion. Motion approved 5-0.

**5. Public Comment.**

Chief Sharit introduced the fire district's new legal counsel, Jason Guinasso, a partner of Reese, Kintz and Guinasso. Also, Chief Sharit thanked our previous legal counsel, Mike McCormick for his two years of service. He did an outstanding job for the time he served as the fire district's attorney.

**6. Approval of the Consent Calendar.**

Items:

- a. Approval of Minutes 02/25/15
- b. Monthly Expenditures
- c. Administrative Policy – Purchasing Credit Card
- d. Goals and Objectives – 3<sup>rd</sup> Quarter Update

Chairman Schussel noted two clerical errors found on page two and page seven of the board meeting minutes from 02/25/15. On page two, "Mountain Safety Lead *Friend Orr*" should be corrected as "*Mike Orr*". Also, on page seven of the agenda, "*Office Manger Warner*" should be corrected as "*Office Manager Warner*". Board Secretary O'Neill noted the amendments and provided the corrected pages to the board members prior to the start of the meeting.

Trustee Kirschner motioned to approve Item 6a of the Consent Calendar as amended. Motion approved 5-0.

**Note:** Point of order - on the audio tape of the meeting there was no second to the motion prior to the vote.

Trustee Seibel motioned to approve Items b, c and d of the Consent Calendar. Trustee Kjer seconded the motion. Motion approved 5-0.

**7. For Possible Action: Consent items moved forward.**

None.

**8. For Possible Action: Discussion and possible action to approve a request from Grant Thornton in the amount of \$10,000.00 for contract expense overages related to the 2014 Audit.**

Kara Griffin, Senior Audit Manager and Brian Wallace, Managing Partner - Grant Thornton, LLP, via phone conference.

Chief Sharit explained that the fire district's auditing firm, Grant Thornton sent a request to pay additional costs related to the 2014 audit. Chief Sharit asked Senior Audit Manager Kara Griffin

to write a letter to the board explaining this request as he does not have the authority to approve the overage without running it by the Board of Trustees first.

Chairman Schussel asked Griffin to speak about the letter she submitted to the board.

Griffin explained that they spent additional time completing the 2014 audit for the fire district. Ultimately, they tried to audit the grants several times; however the information was not accurately put together in order to complete during the designated time frame. The fire district went back to work on the audit more and was not able to provide reconciled grant information until late November. Also, additional journal entries came out due to errors noted from the audit testing. Grant Thornton tried to work through the audit several different times and had to restart the process again when more information was provided by the district. Griffin admitted that there were changes in staff on Grant Thornton's end, requiring additional time to complete the audit. However, records were not provided in the time that they needed to be in and therefore, much more time was spent in performing the audit.

Vice Chairman Felton disclosed that his grandfather was an employee of Grant Thornton and was the oldest and longest practicing CPA in the country. He worked there until he was ninety-seven years old. As the fire district's auditors, one would assume that you would encourage the district to always have contracts with the suppliers and comply with those terms. This is an interesting case where the auditors are requesting the fire district's permission to go outside of the contract and pay more than what the agreement initially called for. Felton's understanding is that there were a number of factors out of the fire district's control that led to the additional work needing to be done. For instance, the change in Grant Thornton's staff caused a delay for having to provide repeated information to the new auditors in the middle of the process. There were some periods of time when the fire district tried to contact Grant Thornton and did not receive a response in a reasonable amount of time. Felton asked what the extent to which the auditor's believe the overage is due to the delay in grant information versus factors beyond the fire district's control.

Wallace stated that they have accepted some responsibility for the additional time required for the audit with the turnover of their staff and managed this in the best way possible. Also, he will take responsibility for not notifying the district about the overruns earlier. However, the auditors prioritized having the financial statements ready for admittance to the state and federal governments, instead of worrying about negotiating extra fees. Additionally, the financial statements were turned in late to Grant Thornton, therefore creating more time to complete the audit. Wallace noted from the letter that there were seventeen audit adjustments and seven past adjustments that were necessary to ensure a fair representation of the financial statements. The fire district has had back to back years with significant deficiencies being noted

with the closing records not being reconciled, which takes additional time for the auditors to look into. The standard rate for the audit is \$141,974, and the initial agreement between the district and Grant Thornton was estimated at \$48,500 with a 45% discount to the district. If you calculate the discount of 45% from \$141,974 you actually get \$78,085, so Grant Thornton is only asking for a part of the fee because they are taking responsibility for some of the write off.

Griffin added that the information they received from the fire district the first time around was not accurate. Initial adjustments were then made and resubmitted to Grant Thornton in November, however further adjustments were required going into January.

Trustee Seibel asked first, how the auditors came up with the number of \$10,000 and second what Chief Sharit's opinion is on the matter.

Wallace responded that \$10,000 was a number that they thought was fair from a business point of view accounting for all factors that caused the extra work by both parties.

Chief Sharit concurred with the statements made here today. He said the district did have some struggles with the accounting last year. The issue before the board today is a procedural step because Chief Sharit felt he was not in the position to authorize the request from Grant Thornton on his own.

Chief Sharit also concurred that there was an increase of workload created from the 2014 budget on both parties creating an increase in costs. He believes this is a fair request from Grant Thornton and verified that the district can afford to pay the requested overage. The business has grown expediential over the past few years, and moving forward, corrections have been made within the district to prepare for next year's audit.

Chairman Schussel's thought was to split the \$10,000 equally between TDFPD and Grant Thornton. Both parties should take on the responsibility for the additional work completed.

Trustee Kirschner concurred with Chairman Schussel. He thinks it would be fair for both sides to split the costs at \$5,000.

Trustee Kjer asked Chief Sharit if the grant process was one of the reasons causing the business to grow exponentially over the past few years, creating more paper work and time for the audit.

Chief Sharit answered yes; the district has had an exponential amount of grants. Also, there were delays in getting the information to Grant Thornton because one of our accountants was out sick with cancer at the time. As Griffin and Wallace pointed out, information submitted initially to the auditors had to be given back to us for corrections to ensure accuracy, which is

the purpose of the audit in the first place. Chief Sharit supports the full payment to Grant Thornton.

Trustee Kjer stated that since the requested overage is already at a discounted rate, he is comfortable with paying the full \$10,000.

Wallace commented that they feel this is a fair number since they already discounted the proposed fee. He understands it is up to the board to make the decision and respects their decision either way.

Vice Chairman Felton wanted to review the figures again. Based on Grant Thornton's standard billing rate, with the 45% discount, the district would owe about \$48,000 in fees. And the auditors are proposing to increase the fee from \$48,500 to \$58,500.

Griffin answered, correct.

Vice Chairman Felton added that one of things that we are responsible for as board members is fiscal integrity and making sure we do not repeat mistakes. He asked if the district feels that there are measures in place to ensure that this will not happen again.

Chief Sharit said that yes, there are corrections in place within the fire district.

Griffin said they are unable to tell on their end because they have not made any new procedures since the audit.

Vice Chairman Felton respects what Wallace said earlier in that you cannot control an employee leaving their job. As a customer, he understands that you can not necessarily plan for those instances.

Legal Counsel Guinasso advised the board that the contract does require a letter to be written before those expenses are incurred. As a practical matter, when looking at a larger volume of work in regards to the information that was given and delays that were caused, you would normally expect an e-mail or a letter written to the chief explaining that additional fees may be needed and to provide an estimate of the overages. From a legal perspective one has a duty to hold people to the contracts presented.

Chairman Schussel asked why a letter was not sent to us regarding the overages. Was it a matter of overlooking the information in the contract?

Griffin responded, yes, from Grant Thornton's perspective, they overlooked sending a letter regarding the extra costs. However, she thought everyone was on the same page knowing that there was extra time spent and work going into completing the audit.

Legal counsel Guinasso asked Chief Sharit to clarify that there was no dispute on his part regarding the extra work being required for the audit. Is this right?

Chief Sharit replied yes that is correct.

Guinasso asked if Chief Sharit understood that the work would be covered under the estimated retainer.

Chief Sharit said it was his thought process at the time, yes.

Guinasso asked if the Chief would not have known about the increase in costs due to lack of this information being provided to him.

Chief Sharit replied that is correct.

Guinasso added the importance to clarify that the chief had always thought the services provided were covered under the retainer in regards to the estimated fees for the contracted services and he had no reason to believe that the fees would be more than what they were quoted.

Trustee Seibel stated he was most bothered by the fact that they did not receive a letter during the entire process. He hopes that the chief and the board would have the opportunity to review something like this ahead of time in the future.

Trustee Kirschner motioned to share the cost of the overages between Grant Thornton and TDFPD.

Trustee Kjer asked to clarify that the sharing of cost is split between the \$10,000.

Trustee Kirschner replied yes, \$5,000 for each.

Trustee Kjer seconded the motion.

Chairman Schussel asked to make an amendment to the motion that in the future the auditors must send TDFPD a letter stating that the fire district would be billed for more work before approving anything.

Trustee Kirschner said he would amend the motion that in the future TDFPD is advised in writing per the contract.

Trustee Kjer seconded the amendment to the motion. No discussion. Motion approved 5-0.

**9. Presentation: Presentation on the Douglas County Sewer Improvement District (DCSID) #1 Effluent Reservoir Project. No action will be taken.**  
Mike Bradford, Chairman DCSID#1

Bradford is here on behalf of the Douglas County Sewer Improvement District (DCSID) to discuss the potential financial impacts to the fire district caused by a project that may be necessary.

**History:**

- The Douglas County Sewer Improvement District was formed in 1953 and serves about 1,000 homes and 250 businesses in the Lake Tahoe basin.
- The district is required by law to pump effluent out of the Lake Tahoe basin. The rule was established in 1965 and reconfirmed when the TRPA came along.
- DCSID has sewer plants and pumping stations located very close to the lake creating an environmental impact that causes higher redundancies and costs to the district.
- Recognized the environmental impacts and stopped pumping the effluent into the streams and rivers as of 1979.
- The district purchased 1,001 acres on the eastside of the Carson Valley and created three reservoirs in the 1990's.
- The valley uses our effluent for agricultural purposes during the summer and it provides recharging of the aquifer.
- In 2004 or 2005, the Nevada Dept. of Environmental Protection informed DCSID that nitrogen was building up in the reservoir and DCSID would have to line it.
- Found it would take a great deal of the membrane to line the reservoir costing over \$12,000,000.
- Looked at Tertiary treatments, which increase the standard of how the waters are processed, however, the treatments are very costly.
- Bently Agrowdynamics then allowed DCSID to use their existing line, but would have to share with the Minden/Gardnerville Sanitation District.
- When looking at the trim of the flows, the capacity of the Bently Reservoir would be reached anywhere between 15-25 years.
- A Traffic Engineer for Douglas County then came up with the idea to take the excavated aggregate to build a deeper pond, and then sell that aggregate to pay for the cost of the excavation and the membrane.
- The Bing processing plant (current aggregate provider for the Carson Valley) is running out of aggregate and expected to be exhausted in about five years.
- The DCSID then presented to the Douglas County Planning Commission about four or five years ago. The Traffic Engineer explained that they have done all the work to initiate this project and the county was behind it. However, during the questioning he said that

personally he did not like the project. The planning commission declined the project based on the idea that trucks from our aggregate excavation were going to be creating traffic on the Douglas County roads.

**Current Project Proposal:**

- Bradford is in the process of resurrecting the same plan, proceeding to excavate and use the sale of aggregate to pay for the cost of the excavation to offset the costs of the liner.
- The total cost to excavate and line the reservoir is \$6,000,000, which is paid for by the excavation.
- Aggregate sources are important for Douglas County including, job creation, sales tax (\$80,000), personal property tax (\$25,000).
- If we do not provide an alternative source, trucks will be driving on Hwy. 395 through Carson City to deliver the gravel to the valley.
- Since the county does not have the resources to prevent the flooding, can offer a storm water reservoir on Buck Eye Creek that would capture the flood waters and mitigate them to the center of the valley.
- If a basin were built, the aggregate would be sold paying for the excavation and the county gets the storm water retention basin for free.
- DCSID presented to the DC Board of Commissioners for the second time with the same proposal adding the storm water retention reservoir at no cost to the county and they supported the project.
- Presented to the Planning Commission and received a 7-0 favorable vote. There were two public comments opposing the project. The first believed the wealthy people at the lake want to pump their sewage to the valley. The second was opposed because he is a residential developer that has lots along our hall route and believes this will cost him a lot of money.
- Offered to pay \$50,000 to help him offset any of the cost and to help build the berm to protect his land. He said no to these offers as it would cost millions of dollars.
- Realized the solution to the traffic on the valley roads is to drive through Bently's private land. Chris Bently allowed this and was in support of the project, with a condition for DCSID to chip seal the road.
- Proposal now removes truck traffic off of the valley's county roads. The county can do the excavation first however; it takes 15 years to complete. People do not want to wait this long. With this criticism, proposed a sediment debris basin, making a smaller initial basin to catch all the heavy materials that flow out and believe this addresses the objections from the county.
- 12 million could be dumped on the rate payers at the lake. On an annual basis, the impact is significant for businesses, residents and the fire district: (E.g. about \$15,000/year for Lakeside Inn, \$180,000/year for Harrah's/Harvey's and \$168,000/year for the residents in the KGID area).
- Lake residents and businesses pay more to Douglas County than the people who live in the valley. They pay 37% of sewer rates and only represent 12% of the population in Douglas County.



- Bradford is requesting the fire district and lake residents' support when DCSID presents their latest proposal addressing criticisms to the Planning Commission and the Board of County Commissioners.

Trustee Kirschner asked if there was a possibility to write an eminent domain to the person whose property was going to be affected.

Bradford responded that the properties being affected are located in Grand View Estates and the hall route is adjacent to these properties. Offered to pay this gentleman \$50,000 to mitigate the costs and to help build the berm to protect his land, however, he denied the offer.

Trustee Kjer asked for the date and time of the next meeting.

Bradford said DCSID will go before the Planning Commission sometime in August and to the Board of County Commissioners on September 3<sup>rd</sup>, 2015. Bradford will familiarize the board members with the information before the meetings.

Vice Chairman Felton asked how much effluent does the Tahoe basin pump to the valley.

Bradford replied between 1.2 and 1.4 million gallons a day. However, it ranges seasonally, and can triple during holiday weekends such as New Year's Eve and July 4<sup>th</sup>.

**10. For Possible Action: Discussion and possible action to address the NVPERs contribution rate change for regular (non-safety) employees increasing on July 1, 2015 from 25.75% to 28% and the recommendation to adjust the next scheduled rate increase on June 29th by 1.125% resulting in a \$6,884 fiscal impact.**

Fire Chief Ben Sharit

In 2013, the Board of Trustees approved a rate increase for the firefighters Local 2441. At this time, the fire district also had an increase in the NVPERs rate for safety positions. The NRS law states that all future PERS increases will be split equally by the employer and by the participant or the PERS employee. The board also approved the fire district covering their 50% portion in lieu of a salary increase. In November 2014, the board approved a 3% increase in salaries for non-safety or classified employees beginning fiscal year 2016, unaware that the PERs increase would be coming in 2015. During every odd number year, PERS evaluates the current employee contribution rates for future retirees. This year they evaluated the non-safety employees having an increase from 25.75% to 28% on July 1, 2015. June 29, 2015 will be the first pay period showing this salary increase. The board has the choice to allow an increase to cover those employee portions or to not cover those portions for the non-safety employees. The staff recommendation is to maintain the 3% increase that was granted to the employees beginning on June 29 and to adjust the rate increase by 1.125% for a fiscal impact of \$6,884.

Vice Chairman Felton asked for clarification on the dollar amounts.

Chief Sharit stated that this is an actual evaluation of employee salaries according to W2's from last year adding the 3% increase. Also, the fire district's accounting firm checked the math after Chief Sharit and as our fire chief trusts that the numbers are correct.

Trustee Seibel motioned to approve the action. Trustee Kirschner seconded the motion. No discussion. Motion approved 5-0.

**11. For Possible Action: Discussion and possible action for the approval of the 2015 GASB 45 OPEB Validation.**

Fire Chief Ben Sharit

Chief Sharit is seeking the board's approval of the renewed GASB 45 report. The GASB 45 report was due and completed by the district for future liabilities for retiree's health insurance for fiscal year 2015, 2016 and 2017. The fire district has had a very good return on investments from the RBIF since 2012. The numbers in the report itself are encouraging with the set rate of return at 8%. The liabilities of 11 million are funded at approximately 6.6 million today with a future liability of 4.4 million. The actual rate of return from the last Post Retirement Trust meeting is at approximately 17% since the inception of the fund in 2012.

Vice Chairman Felton motioned to approve the action. Trustee Seibel seconded the motion.

Trustee Seibel asked to clarify that the numbers are based on an 8% return and the last fiscal year, the return was 17%.

Chief Sharit replied yes an 8% return, but the 17% is the return received since 2012. He thinks this is a great program and is very proud of it.

Vice Chairman Felton commented that as board members, we should be responsible for containing the exposure of these programs. But, he would also like to commend the previous board members and chief officers who worked on getting this program started creating a better situation for our residents, employees and retirees.

Legal Counsel Guinasso reminded Chairman Schussel to open public comment for each agenda item when there is discussion on a motion.

No public comment.

Motion approved 5-0.

**12. Report Item: Review of Monthly Fire District Activities. No action will be taken.**

Fire Chief Ben Sharit

**Employees Years of Service Recognition:**

FF/P Chris Kynett	11 Years of Service
Engineer Chris Lucas	11 Years of Service
Captain Bryce Cranch	11 Years of Service
Engineer Chris Peterson	10 Years of Service
Captain Brian Zabel	7 Years of Service
FF/P Nathan Johnson	5 Years of Service
Engineer Will Morgan	3 Years of Service
FF/P Chad Baker	2 Years of Service
FF/P Brent McCloskey	2 Years of Service
Firefighter Ben Arrate	2 Years of Service
FF/P Jesse McDonald	2 Years of Service
Firefighter Juan Serrano	2 Years of Service
FF/P Kurt Hamman	2 Years of Service
FF/P Mark Norwood	2 Years of Service
FF/P Nick Robidart	2 Years of Service
FF/P Ryan Pruitt	2 Years of Service
FF/P Ryan Sanders	2 Years of Service
FF/P Will Darr	2 Years of Service

FF/P Sander's father is a retired engineer who worked for TDFPD for 30 years.

FF/P Darr is a new father of a baby girl.

**Updates:**

**SAFER Grant** - The FEMA SAFER grant expired on March 19, 2015 after two years. TDFPD applied for and received an extension to the grant lasting through July 2015. In process of applying for another extension. Recognized our consultants, Forester Pickett and Assistant Chief Allison for assisting with the grant application process. Will find out from FEMA about the grant extension in September.

Vice Chairman Felton commented that he appreciates the entire staff and their work on applying for these grants. It demonstrates fiscal responsibility over time by slowly taking care of the situation and making fantastic progress.

**Strategic Plan** – Approximately three years into the five year Strategic Plan. Over the next six board meetings will have an area focusing on workforce excellence.

**New Tahoe Fire Website** – Office Manager Warner is doing an excellent job organizing this process. She is meeting with an outside vendor and each division head to work on updating the website for launching. Anticipate the new website to go live by next board meeting.

**New Trustee Training** – Trustee Kirschner attended the Douglas County training on Open Meeting Law and Ethics on February 6<sup>th</sup> and the TDFPD orientation on March 3<sup>rd</sup> and 12<sup>th</sup>.

**Financial Summary** – Investments are current with the money market balance. Purchased two CDs for \$100,000 and purchased a third CD for \$200,000 as of last week. Wayne Omel is doing a great job helping us invest up to 1 million per the board’s authorization.

**Attachments:**

**St. Patrick’s Day Rotary Event** – Great turn out for the silent auction and dinner. Honored local first responders during the event. Captain Ralph Jones received the First Responder Community Hero Award for TDFPD. The TD Rotary donated \$1,000 in Captain Jones’ name to the Northern Nevada Children’s Cancer Foundation. Retired Chief Tim Smith’s grandson, Bailey Johnson is a cancer survivor and was the honoree. Captain Jones is an exemplary employee and always tries to provide the best service possible for his community.

**Former Zephyr Crew Member Kyle Van Mouwerik** – Tahoe Daily Tribune article archiving his road to recovery. Van Mouwerik was out on a fire in Elko, Nevada when he discovered numbness in his feet and could not walk. The fire crew made sure he was taken to a hospital and cared for in Elko. He was then diagnosed with Guillain-Barre syndrome, a disorder that attacks the nervous system. They moved him by airplane from Elko to Reno for further care as he was becoming paralyzed up to his face. He has always had an outstanding attitude throughout his recovery. He is doing very well now and is currently enrolled in paramedic school at REMSA.

**Heavenly Lifesavers Award** – Tahoe Daily Tribune highlighted the TDFPD Board of Trustees and Chief Allison awarding three Heavenly employees for their live saving efforts on the mountain.

**NV Legislative Review** – Made a resolution for the U.S. Congress to settle up on funds owed to the Nevada Fire Safe Council contractors, including TDFPD.

**13. Report Item:**

**Fire District Division Reports.**

Assistant Chief Tim Allison, Fire Marshal Eric Guevin, A-Shift Acting Battalion Chief Bryce Cranch, B-Shift Battalion Chief Rich Nalder, C-Shift Battalion Chief Jim Antti and Crew Supervisor Keegan Schafer

### **Operations/Administration/Training – Assistant Chief Tim Allison:**

- **Head on Accident** – US Hwy. 50 at Hidden Woods, five critical patients with a 40 minutes extrication. Chief Antti was the Incident Commander and said that the crew did a good job managing the scene, extricating the patients and transferring them to the proper facility.
- **EOD assisted CCSO with SWAT operation/explosive door breach** – Provided expert consultation on how to use the explosive breaching equipment.
- **Battalion Chief (BC) Assessment Center conducted in January** – Six personnel successfully completed this process. Three of which are taking part in a two month rotation as the Acting BC (Captain Bryce Cranch, Captain Brandy Brady and Captain Todd Moss). The other three, Captain Bill Romanowitz, Captain Chuck Salerno and Captain Brandon Spry are all authorized to act as Battalion Chief.
- **Promotions** – Kyle Fine and Brad Petersen promoted to Engineer and Brian Zabel to Captain.
- **Upcoming Trainings** - Preparing for wildland fire season, WUI Conference, RT130, Engineer’s Academy and test in June, gearing up for water rescue training, Multi Agency Drills scheduled at South Lake area fire departments – some “show and tell days” and then conduct the drills in June.
- **FF/P Will Darr** was appointed to the Bomb Squad.
- **Captain Chris Lucas and the C-shift crew** - Bought flowers and spent time with an elderly woman in the district on her 84<sup>th</sup> birthday so that she would not be alone.
- **Fire Rescue Medical Conference** – Attended conference for EMS leadership in Las Vegas:
  - Presentation from two chiefs from the Incident Command System for the Ferguson riots** in August and November of last year. Spoke about mistakes made and lessons learned and the use of social media by public service agencies to stay a step ahead of the rioting crowds.
  - Steps to develop a community paramedicine program:** Presented by Lake Havasu Fire who operate similarly to TDFPD; spoke about efforts to reduce re-admission penalties for hospitals and to investigate methods for reimbursement.
  - Ground Emergency Medical Transport federal reimbursement program for Medicaid:** Cost recovery program. Currently, TDFPD gets \$120 for each Medicaid transport. Under this program, will have Medicaid reimbursement of the upper payment limit (\$1,500 – \$2,000 per transport). MOU signed by the NV State Fire Chiefs and the State HHS and a bill has been introduced as well.
  - Forensic Scientist Dr. Henry Lee:** He worked on cases such as OJ Simpson, John Benet Ramsey and the Washington DC Sniper. Good insights on newer concepts for crime scene investigations and what fire personnel can do until law enforcement arrives on scene.
- **Legislation Updates:**
  - **AV90 Nevada Mutual Aid** – Codifies the Dept. of Emergency Management’s process that TDFPD has been doing already and allows us to go outside of state for aid.

-**Yellow Dot Program** – Small dot located on the patient’s vehicle to indicate there is important medical information to be found in that vehicle.

-**Community Paramedicine Bill** - Allows the practice to occur in Nevada.

-**EMS Special Events Bill** – Any community with a population less than 20,000 are exempt from procedures in the bill. Only affects TDFPD if an event is attended by more than 50,000 people.

-Contacted by **Public Information Officer from REMSA** and they would like us to participate in an educational video on the chain of survival through continuity.

#### **Fire Prevention Report – Fire Marshal Eric Guevin:**

- **Attended the Sierra NV Thread Working Group** – FBI and law enforcement attended, discussed some soft threats here with the events in the summer months.
- **Epic Park at Heavenly** – Upon approval from TRPA, plans to build a roller coaster on the Nevada side. Technically, in the East Fork Fire District, but TDFPD will be the first responders. Can go to Breckenridge’s website for a preview of the new roller coaster.
- **Zephyr Cove Extension of Pier**- Diesel and gas line out to the lake, reviewed plans for the gas lines and the stand pipes for fire suppression on the pier.
- **Hard Rock Casino** – Low rise permit not signed off. Notice mailed stating they have two weeks to comply with the fire safety concerns in the building to finish the permit. If they do not comply, will have to shut down certain areas of the building.
  - Radio System**: Coming online, internal antenna that takes our radio signal and broadcasts it out. Good coverage initially, spotty in some areas, retuned and should have better coverage now.
  - Heavenly Tower**: Looking to release floors for booking the first week of April, may be a phased approach.
- **MontBleu Annual Business Inspection** – Focusing on basement, low rise casino and business offices. Tower is under full renovation, only two floors are occupied. Many false alarms during construction, which affect our daily operations, placed on notice and will charge if this happens again.
- **Harrah’s** – Renovating rooms with new fixtures and carpets; will trigger an upgrade on their radio system.
- **Preparing for Wildfire Awareness Month** – Coming up in July. Working with the Fire Pit.
- **Senate Bill 477** – Bill on sprinkler systems. Some concern it could affect our district’s sprinkler ordinance.
- **School Programs** –Partnered with a pre-school and East Fork Fire for a Sesame Street fire safety workshop.
- **Business Expo** – Big event for the community and TDFPD.

#### **Facilities - B-Shift Battalion Chief Rich Nalder:**

- **Health and Safety** - Completed annual employee physicals on site with ARC Health and Wellness.
- **Specialty Health Program** – Free service through POOL/PACT. Provided class on back exercises, work out habits and nutrition. Will provide health screenings for any employee who wants it at no cost.
- **Buildings** – Old generator at Station 25 replaced due to issues with exhaust in the building. New generator now in service; outside of the building and uses propane instead of diesel fuel.
- **Fuels Building/Zephyr Crew Facility** – Open house for early summer, prep. work completed and ready for painting the outside of the building; now working on estimates for paving, signage, etc.
- **IT** – Switched to commercial accounts at all stations to improve previous issues with Charter.
- **Boat Site** – Looking for a site to put our vessels in the water, losing sites every year due to the low water levels. Chief Allison attended meeting with TRPA regarding public safety and water levels; if there's a need to dredge to help keep our equipment at a site, TRPA will expedite the permitting process.

#### **Apparatus/Fleet Management/EOD/Radios - C-Shift Battalion Chief Jim Antti:**

- Welcomed **FF/P Will Darr to the Bomb Squad.**
- **Acknowledged the Bomb Squad** – Must do sweeps for entire concert series and golf tournament. Most entities that have large events request bomb sweeps and will do this as a federal task force (Bomb Dogs, UNR)
- **FF/P TC Ghisletta to graduate from Hazardous Materials Technician School.**
- **Held Capital Projects Meeting** – Assigned committees to handle large apparatus and equipment purchases.
- **Mechanic Gregg Gemmit** - Intrical part of fleet maintenance, working to pull all Type 1 Engines out of service in order to install back up cameras, better lighting etc.
- **Spare ambulance** to be moved from the TRPA building to Station 21 with other reserve ambulances. Very close to being equipped for the state inspection then will be in service.
- **Radio Systems** – Upgrading systems to make sure they work correctly. Went from phone line to UHF link, should alleviate any communication issues.

#### **Fuels Management – Crew Supervisor Keegan Schafer:**

- Anticipate a busy fuels season due to past four years of drought conditions.
- **Foreman Matt Fogarty** completed his one year anniversary this past March. Working on recruitment and hiring for the crew this year; to hire eight crew members. Full Zephyr Crew to start on May 22.

- **Forester John Pickett has been working hard on the Community Wildfire Protection Plan.** Single most important document that exists in order to get our funding for programs.
- **RT130 Training** begins the day the crew comes on. About 2 weeks of training per season. Joint training is also important. When it burns in the fire district, coordination between the line side and the fire side are important.

**14. Discussion: There is a conflict with the date of Wednesday, April 22, 2015 with a start time of 3:00 pm and possible agenda items; proposed alternatives will be discussed.**

Meeting confirmed for Monday, April 20, 2015.

Suggested agenda items:

- N/A

**15. Adjourn.**

Vice Chairman Felton motioned that the meeting be adjourned. Trustee Kirschner seconded the motion. Motion approved 5-0.

**Closed Session:** Not needed at this meeting.

This meeting was recorded on audio tape.

**Casey O'Neill  
BOT Secretary  
Tahoe Douglas Fire Protection District**