

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
April 20, 2022

Those Present:

Chairman Bill Kirschner
Vice Chairman Larry Schussel
Trustee Kevin Kjer

Fire Chief Scott Lindgren
Trustee Janet Murphy
Trustee Greg Felton
Legal Counsel Alex Velto

1. Call to Order.

Meeting was called to order at 2:30pm

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Trustee Kjer.

3. Roll Call.

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

4. Approval of the Agenda.

Trustee Felton made a motion to approve the agenda as written. Trustee Kjer seconded the motion. Motion approved 5-0.

5. Public Comment.

None.

6. Board Trustee Comment.

None.

7. Approval of the Consent Calendar.

- a. Board Meeting Minutes 03/16/2022
- b. Monthly Expenditures
- c. Job Descriptions – Crew Member

Trustee Kjer made a motion to approve the Consent Calendar as written. Trustee Felton seconded the motion. Motion approved 5-0.

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8. For Possible Action: Consent items moved forward.

None.

9. Presentation:

Employee Recognition

Service Recognition: Additional from March

FF/P Andy Isenberg	1 Year of Service (Returning Employee)
FF/EMTA Josh Wesson	1 Year of Service
FF/EMTA Kevin Schoonmaker	1 Year of Service

Service Recognition:

Fire Marshal Eric Guevin	12 Years of Service
Finance Manager Carrie Nolting	12 Years of Service
F.M.O. Keegan Schafer	14 Years of Service

New Hires – Shoreline Crew:

Aaron Allison	Engineer/Squad Leader
Cody Carter	Captain/Crew Foreman
Joe Stamps	Engineer/Squad Leader/ Fire Equipment Operator
Javi Tachiquin	Engineer/Squad Leader
Dustin Tremaine	Engineer/Squad Leader/ Fire Equipment Operator

New Hires – Zephyr Crew:

Kevin Quenga	Captain/Crew Foreman
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New hires were introduced to the Trustees and sworn in.

10. Report Item:

Update on the FY 2022-2023 Tentative Budget. No action will be taken.

Fire Chief Scott Lindgren

Summary: Budget was submitted on time with some minor feedback. The state is expecting an increased tax revenue in both ad valorem and consolidated for our District.

We will not know exactly where we ended up in our projections of the funds until the audit is complete. The ad valorem has fluctuated in the past, which is on our radar, but without any big growth in the District we shouldn't see any big changes. The consolidated tax in the District is also fluctuating but that is to be expected.

When spending for any larger projects, funds should be pulled from capital projects. We will be moving money from the reserve in the general fund to restructure the setup. This was based on the guidance received from our accountant Bill Johnson as well as our auditors.

The Tentative and Final budgets are scheduled to be approved at the May BOT meeting.

11. Report Item:

District Division Updates

Fire Marshal Eric Guevin

- **Resignation** - Todd Stroup resigned. With the Prevention Bureau an inspector down, options are under review to help cover the support including a 3rd party plan review company. The District will be posting the position after the Wildland Fire & Fuels seasonal firefighters are on board.
- **Ridge Tahoe New Construction** - Starting new construction soon for 42 additional condos.
- **Round Hill Car Wash** - Plan review in process for a car wash and convenience store to go in on the open lot on the north side of the shopping center.
- **Event Center** - Beam signing for event center, upcoming on May 6th at the Event Center. Please RSVP as spots are limited.
- **Edgewood Chalets** - Plans in review for the Edgewood Chalets, condo/cabin style units.

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FMO Keegan Schafer

- **Shoreline Crew Station** - Shoreline crew, our NV Energy extension of the Zephyr Crew has moved into the old Wells Fargo bank building for the season. We are able to house both crews comfortably as well as utilize the open space for a training classroom. Core Construction, who is building the event center, needed a temporary space for the remainder of their time working at the lake so they will move into the side of the building we are not using and will assist with utility costs and repairs.
- **Recruitment** - Utilizing the courses we are teaching at the community colleges to recruit last minute, additional crew members. We have also promoted current employees Mike Wicks & Blake Bishop, to leadership roles to provide strong guidance to our new crewmembers on the Shoreline side.
- **Compost Your Combustibles** – Heavenly and USFS have allowed extended dates this year, opening April 28th - July 18th.

ADO Kate Warner

- **DSE Letters** - First round of DSE letters have been mailed out to residents, inspections will begin at the end of May.
- **Homeowners Resource Guide** - Guide is drafted and currently being reviewed. We have a few date changes to update but they should be mailed out to the public by early May.
- **UKG Ready** - HR Software installation is currently underway; Accounting Specialist Lora French is spearheading the project. This will be an enormous upgrade to our current processes.
- **Worker Comp + Supervisor Training** - Upcoming workers compensation and supervisor training are scheduled for early May for the Operations and Wildland Divisions.
- **Employee Injury** - 54 days without an injury.

Fire Chiefs Report

Fire Chief Scott Lindgren

- **Lakeside Demolition** - Demo is underway at the Lakeside Casino, Barton has already taken down the old Tahoe Beach Club office and the building directly behind there with plans to start demoing the back of the casino next week. A big thank you to Barton Hospital for allowing us to utilize the space for many training opportunities prior to demolition. They also let us take any furniture, supplies, etc. from each location prior to the teardown.

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- **Union Negotiations** - Negotiations are also underway with our union. Admin Division Manager Warner is representing HR and Assistant Chief Cranch represents us as our Line Operations subject expert.

12. Report Item:

OPERATION: Save the Tahoe Basin - Helicopter Updates

Fire Chief Scott Lindgren

- **KR²** - Marketing team, a local business in the District, will be donating a new brochure design and providing all the marketing for free. Marketing designs are being created for public posting at local businesses, donation paddles for fundraising events and possibly a commercial, video for social media and/or PSAs utilizing celebrity endorsements.
- **Chase International** - An event for Chase International pledged over \$120K through the Chase Cares Foundation, including a match donation from the owner, Sherry Chase. The agency has committed to push out our information to their clients both local and in surrounding areas. The network that is behind these agencies will only benefit our fund for the future.
- **Parasol Tahoe Fund** - Fund is continuously growing and will have more of a report to come with that after a meeting with Parasol next week.
- **TRPA** - Meeting with TRPA to discuss temporary and permanent locations for the helibase.

**Discussion Confirm next meeting, with a proposed date of Wednesday,
May 18, 2022 with a start time of 2:30p.m.**

Adjourn.