

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
September 21, 2022

**Those Present:**

Vice Chairman Greg Felton  
Trustee Kevin Kjer  
Trustee Janet Murphy

Trustee Schussel  
Fire Chief Scott Lindgren

**1. Call to Order.**

Meeting was called to order at 2:40 pm and was led by Vice Chairman Greg Felton.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was led by Trustee Schussel.

**Moment of Silence:** In honor of Tahoe Douglas Fire Protection District's Chairman Bill Kirschner.

**3. Roll Call.**

Vice Chairman Felton, Trustee Kjer, and Trustee Schussel (virtual) were present. Trustee Murphy was absent. A quorum was met.

**4. Approval of the Agenda.**

Trustee Kjer made a motion to approve the agenda as amended to remove the artist presentation on Item #10. Second: Trustee Schussel. Motion approved 3-0.

**5. Public Comment.**

**6. Board Trustee Comment.**

Trustee Kjer met Shoreline Crew in the forest recently while on a walk near the Sewer Plant project. They explained what the crew was doing on the project site, and he found them to be cordial and professional.

Trustee Schussel acknowledged how fortunate the District was to have Bill Kirschner on our fire board. He loved the District and was always supportive and proud of the service we provide and the quality of our work.

**7. Approval of the Consent Calendar.**

- a. Board Meeting Minutes 08/17/22
- b. Monthly Expenditures
- c. Financials – 03/31/22, 04/30/22
- d. Job Description – Fire Safety Specialist

Note: Trustee Murphy joined at 2:48 pm (virtual).

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Trustee Kjer made a motion to approve the Consent Calendar as written. Second: Trustee Schussel. Motion approved 4-0.

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

None.

**9. For Discussion and Possible Action: Discussion and Approval of Resolution #012 - 2022 honoring Fire Board Chairman Bill Kirschner's service.**

Fire Chief Scott Lindgren

Trustee Kjer made a motion to approve Resolution #12-2022 as written. Second: Trustee Murphy. Motion approved 4-0.

Chief Lindgren shared that for years Bill Kirschner, anonymously, treated the on-duty firefighters to holiday meals. He loved the District; he appreciated the sacrifice of the first responders, and he supported Casey's restaurant and wanted to see it thrive.

**10. Presentations: Gift - "Hope" Caldor Fire Painting**

Artist Ken Clarke

The artist had to cancel due to illness.

**Employee Recognition**

Fire Chief Scott Lindgren

**Service Recognition:**

Firefighter/Paramedic Chris Wade

**New Employee:**

Mechanic Ron Allison

Chief Bryce Cranch introduced Allison and Vice Chair Felton swore him in.

**11. For Discussion and Possible Action: Discussion and Approval of Resolution #011 - 2022 proposing rate modifications to become effective on October 1, 2022. Second and final reading.**

Fire Chief Scott Lindgren

Chief Lindgen noted that this was the second reading on the rate change proposal and most of the changes were for stand-by rates needed to staff appropriately and cover our costs. Changes will go into effect October 1, 2022. Trustee Schussel inquired if there had been any feedback from

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the public on the proposed changes. FM Guevin stated that vendors understand that the cost of doing business is going up, that there was nothing negative or contrary, and that the changes will not impact the industry until next year.

Trustee Schussel made a motion to approve the changes in the Fees for Service as written.  
Second: Trustee Kjer. Motion approved 4-0.

**12. Report Items: District Division Reports**

Assistant Chief Bryce Cranch  
Division Chief/Fire Marshal Eric Guevin Fire  
Division Chief/FMO Keegan Schafer  
Administration Division Officer Kate Warner

Operations Division – Chief Cranch

Chief Cranch acknowledged the training for active shooter, water rescue and new recruits. Recruitment efforts resulted in 3 new hires and 1 Shoreline Captain for the Fall Academy and 2 lateral hires starting early 2023. He noted the following:

- Captain/Crew Foreman/Mechanic Zink – has kept the wheels rolling on our fleet for months since the mechanic position was vacated.
- Chief Lucas – was temporarily on modified duty due to an injury, but kept the facilities projects moving forward during his recovery.
- Chief Brady – has served as Division Supervisor on several out of state fire assignments.
- Chief Prather – has continually been refining training and coordinating for the next fire academy.

He addressed a question on the monthly EMS reports which showed a variance in the transport data. The issue has been resolved and transports were in-line with prior year. Brush Truck has been on assignment in the Klamath National Forest for 6 weeks which is a win-win for all parties. Fire assignments allow District employees to gain experience, earn overtime and build relationships with other agencies. The District is reimbursed for payroll and equipment use.

Evaluations from the strike team assignments were acknowledged as our crews consistently perform at a high standard earning the respect of other agencies and representing the District well. FF/PMs Evans & Bolton and ENG McDonald (all present) were acknowledged for their recent assignments.

Vice Chairman Felton asked about wear/tear on our equipment (Brush 21) on fire assignments. He also expressed concern about the crews and their mental and physical fatigue.

Chief Cranch noted equipment use is typical; it is being monitored and adjusted as needed. Chief Cranch confirmed that there is a careful balance needed to ensure the District can aid our neighbors, provide live fire training, and maintain employee fitness levels, both mentally and physically on assignments.

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Fire Prevention Bureau – Eric Guevin

No questions on the FPB report. FM Guevin added the following information:

- A \$15,000 grant was awarded by the Lake Tahoe Visitors Authority & American Century Golf Tournament for *Operation Save the Basin*
- FireFest is October 1 @ the Hard Rock Casino
- Code changes are pending with an anticipated 1<sup>st</sup> read in November and a 2<sup>nd</sup> read in December with implementation on January 1, 2023. Work continues with East Fork Fire on that effort
- Chief Carlini, longest standing Fire Chief in Nevada, 25 years of Service, was acknowledged at the Douglas County Commissioners meeting
- The Harvey's concert series was the largest yet and comes to a close this month. Concert and event promoters enjoy the Lake Tahoe market and are now booking at the Event Center.
- Edgewood (private event) October 2022 – completely bought out, no details
- Room Service (private event) October 2022 – sold out for a special group
- Spooner Interpretative Center opening off HWY 28 – Spooner Lake
- Latitude 39 (Shoreline Crew facility – former Wells Fargo) project is going before TRPA for approval to include a parking garage with seven floors of luxury condos (40), retail space and an Olympic size rooftop lap pool
- “Fire Won’t Wait – Plan Your Escape” is the theme for National Fire Prevention month (October)

Trustee Kjer acknowledged FM Guevin is President Elect of the local chapter of Nevada International Association of Arson Investigators (NVIAAI). Congratulations. He also inquired about fire restrictions and when they would be lifted.

FM Guevin noted that fire risk remains high, so there is no date for the burn restrictions to be lifted.

Wildland Fire & Fuels Division – Keegan Schafer (not present)

No questions on the WF& F report. BC/Crew Superintendent Fogarty spoke regarding Ross Fork Fire assignment for Zephyr Crew (20), which was extended to early October.

Shoreline Crew married up with Zephyr Crew (21) to take a national assignment in Idaho with Captain/Foreman/FMO Monaghan and Captain/Foreman/Mechanic Zink. Fogarty covered the NV Energy projects while FMO Monaghan was out of state for three weeks and earned great respect for Monaghan's responsibilities and challenges.

Shoreline Crew is producing great work on projects from Zephyr Cove to Glenbrook including Cave Rock, Chimney Rock, Sewer Plant Road and the backside of Kingsbury.

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Chief Lindgren addressed questions about tree cutting contractors working in the District and said that most of his concerns were being handled, but he stressed that fire danger is still an issue with humidity levels dangerously low.

Community complains are popping up mostly due to a lack of information. Once facts are shared, the community supports the efforts to restore habitats and reduce fuel.

Administration Division Kate Warner

No questions on the Administration report. ADO Warner stressed that the Division is still understaffed, and very busy; and asked for patience.

Recruitment Update – Candidates for the positions of FF/PM (3), Fire Inspector I and Engineer/Squad Leader have all completed the pre-employment process.

Auditors – are in-house this month conducting both the Trust and the District audits. EideBailly has an entirely new team of auditors, which can slow down the process. Older information which previous auditors were familiar with for our agency, now requires a new review.

UKG HR Software – vendor provided a payroll presentation. Vendor is offering discounts to entice the District to commit by the end of their fiscal year (September 30). Issues are not completely resolved with regards to 96/120/120 work weeks or longevity, but the vendor assures the District that they can be addressed properly. Plus, AS French negotiated additional concessions for an extended rollout period. Barton Hospital and East Fork Fire are both contracted with UKG.

Trustee Kjer noted concern that the auditors have a new team and asked if that will have an effect on the deadline. ADO Warner said yes it could, but more of an issue could be that FM Nolting is dealing with a Workers Comp injury and is limited to a four hour workday and the Administration Division is under staffed.

**13. Report Item: Review of Monthly Fire District Activities  
Fire Chief Scott Lindgren**

- Fire Standby Specialist (Consent Calendar item) is a new part-time position the District has added at the request of NV Energy and was designed to work alongside contractors to provide quick suppression on site.
- Chief Lindgren attended a recent Barton Hospital Foundation Board meeting to publicly thank hospital leadership for the opportunity to have access to Lakeside Inn for live training for regional police, EOD, Haz Mat and fire agencies. District crews were also permitted to salvage any fixtures or equipment left behind which was immediately repurposed for the Shoreline Crew building and other locations, thus saving the District money.
- Fire Captain Interviews were conducted in anticipation for opening in October.
- Chief Lindgren has been attending a series of community meetings.

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- At the Skyland GID meeting, he and Do Co Sheriff Captain Michitarian discussed the public safety pier which could start in the fall of 2023 and be completed prior to summer of 2024. The pier plan is for four slips – TDFPD, Douglas County Sheriff, NDOW, and Douglas County Search and Rescue. It will include boat lifts that will extend into deeper water and allow for better access and protection. Vice Chair Felton, Chief Chris Lucas and Chief Lindgren are on the steering committee that is meeting monthly to keep the progress moving forward.
- Other topics he is communicating at these meeting are fire district services, fuel breaks, and helicopter program. He also attended a Lake Village HOA meeting as well.
- Assistance to Firefighters Grant (AFG) was awarded to TDF and 4 other agencies for Self-Contained Breathing Apparatus (SCBA). A press release was circulated by Senator Cortez-Masto’s office stating the award was for North Lake Tahoe Fire Protection District, but NLTFPD had submitted the grant on behalf of five agencies. The request was for 2.2M and the award was 1.7M, more details coming soon.
- A conventional plan for the HWY 50 Project will be released in October and NDOT will provide a presentation to show roundabouts, bike trails, turning lanes to make the road safer at the next BOT meeting. Additional parking will eliminate the roadside parking in Zephyr Cove. Both Chief Lindgren and Sheriff Coverley have had a lot of input on the plan. Public citizen presentations will be conducted this fall.
- ST22 remodel Phase 1 and ST25 Phase 1 will go to bid shortly.
- A sub-lease has been signed with the Do Co Senior Center for use of the 2<sup>nd</sup> floor to house an office for the mechanics and FMO.

**14. Report Item: SAVE the BASIN  
Fire Chief Scott Lindgren**

- Helicopter Site - a meeting is planned with the Douglas County Superintendent and Lake Schools’ Principal to continue discussions to use the school property, or a combination of school and county property, for the helicopter site.
- Helicopter Fundraiser - is being planned; Volunteer, District resident and professional fundraiser Lisa Clark is spearheading the planning for the spring at Heavenly.
- Jeopardy Celebrity - Brian Baumgartner, the actor who played the character of Kevin Malone, who appeared in the TV series *The Office*, is participating in a Jeopardy show in November and has designated TDF’s helicopter initiative as his beneficiary which will give the program national notoriety. Baumgartner golfed in the American Century Golf Tournament.

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- Bill Kirschner's Memorial Service – is Monday, October 3at Camp Galilee. TDFPD is planning to have cooperating agency coverage to allow all on duty personnel to attend. Plans include an American flag display at the entrance, A Sea of Blue - uniformed TDFPD personnel - will line the drive as guests arrive and FF/EMT Josh Wesson will play the bagpipes. Followed by a lights only equipment procession through the District.

**15. Public Comment**

FM Guevin added that Skyland has installed a new southeast exit for emergency access to the neighborhood to aid during an evacuation.

Vice Chairman Felton acknowledged the excellent evaluations of our crews' service on fire assignments.

**16. Discussion: Confirm next meeting, with a proposed date of Wednesday, October 19, 2022 with a start time of 2:30 pm and possible agenda items.**

**Meeting Adjourned: 4:09 pm**

Submitted by:  
Kate Warner  
Administration Division Officer

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Approved