

TAHOE DOUGLAS FIRE PREVENTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**March 26, 2014**

**Those Present:**

Chairperson Kevin Kjer  
Vice Chair Larry Schussel  
Trustee Greg Felton  
Trustee Ann Grant  
Trustee Steve Seibel  
Mike McCormick, Legal Counsel  
Fire Chief Ben Sharit  
Assistant Chief Mark Novak  
Battalion Chief Jim Antti

Battalion Chief Rich Nalder  
Captain Ralph Jones  
ENG Andy Isenberg  
FF/P Will Morgan  
Fire Marshal Eric Guevin  
Fire Inspector Todd Stroup  
Administrative Assistant Kate Warner  
Administrative Aide Carrie Nolting  
Resident Bob Cook

**1. Call to Order**

Meeting was called to order at 3:00 pm.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Chief Novak.

**3. Roll Call**

Chairperson Kjer, Vice Chair Schussel, Trustee Felton, Trustee Grant, and Trustee Seibel were present.

**4. Approval of Agenda**

Item #8 was removed from the agenda.

Trustee Seibel motioned to approve the agenda as amended. Trustee Grant seconded the motion. No discussion. Motion approved 5-0.

**5. Public Comment.**

Captain Ralph Jones, Union #2441 President, informed the Trustees of the Union's fundraising activities. First, the March *St. Baldrick's* events were supported in Lake Tahoe, Carson City, and Reno where members, wives and kids raised \$3500 for the Northern Nevada Children's Cancer Foundation. In May, the Union #2441 will be involved in the *Fire Hurts Campaign* which supports

the Red Cross; there will be kick off events state-wide with fundraising the entire month. More details will be announced.

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

Items:

- a. Approval of Minutes 02/26/14
- b. Monthly Expenditures
- c. To adopt the salary scale for Administrative Assistant
- d. To adopt the salary scale for Accounting Specialist
- e. To adopt the salary scale for Office Manager

Trustee Grant motioned to approve the Consent Calendar items as presented with the addition of Vice Chair Schussel's name under the "Those Present" section in the February meeting minutes. Trustee Seibel seconded the motion. Motion approved 5-0.

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

None.

**8. Pulled from the agenda.**

**9. Presentation: Discussion of the FY 2014-15 Tentative Budget.  
No action to be taken.  
Fire Chief Ben Sharit**

Chief Sharit informed the Trustees that as of the start of the meeting, the State had not sent out the final proforma numbers. The timeline for the annual budgeting process is for the Tentative Budget presentation at the April meeting followed by a public comment forum, a vote on the tentative budget and final budget at the May meeting.

He proceeded with a power point presentation outlining the budget components including the historical trending of the fire district's assessed valuation, ad valorem revenue, Consolidated Tax (CTX) revenue, and ambulance revenue. Chief Sharit is taking an optimistic but conservative approach to the budget revenues.

Anticipating increase in expenses due to a young crew and training needs.

Power point presentation attached.

**10. For Possible Action: Goals and Objectives FY 2014-15**  
Vice Chair Schussel and Trustee Felton

Trustee Felton reported that the FY 2013-14 goals and objectives were reviewed; some remained the same, others were updated and/or clarified. He noted that there are a lot of projects going on in the fire district and this list is intended to be the high level items only.

SAFER GRANT – ultimately the focus is on becoming self-sufficient; recommend applying for the retention grant.

Public Comment – none.

Trustee Grant motioned that the Board approve the Board Goals and Objectives FY 2014-15. Trustees Seibel seconded the motion. Motion approved 5-0.

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

**Employee Years of Service Recognition:**

Acting Captain Chris Lucas	10 years of Service
Training Captain Bryce Cranch	10 years of Service
Acting Engineer Chris Kynett	10 years of Service
Engineer Chris Peterson	9 years of Service
Acting Captain Brian Zabel	6 years of Service
Acting Engineer Nathan Johnson	4 years of Service
Engineer Jesse Rowan	4 years of Service
Engineer Will Morgan	2 years of Service
FF Ben Arrate	1 year of Service
FF/P Chad Baker	1 year of Service
FF/P Will Darr	1 year of Service
FF/P Kurt Hamann	1 year of Service
FF/P Brent McCloskey	1 year of Service
FF/P Jesse McDonald	1 year of Service
FF/P Mark Norwood	1 year of Service
FF/P Ryan Pruitt	1 year of Service
FF Juan Serrano	1 year of Service

## Updates

1. **Insurance Symposium** – Jones, Vandover, and Warner attended this event sponsored by our insurance brokers LBG. They received great information, followed up immediately with a conference call to the entire Insurance Committee and intend to meet monthly. They are researching self-insurance as an option.
2. **ZCGID** – Chief Sharit invited the Trustees to attend this community meeting with him.
3. **NVFSC** – Updated congressional members on the status of the process. Forester Pickett and Chief Sharit may have an opportunity to make a presentation to Senator Reed’s office in Washington.
4. **DoCo Water Systems** – At the March Douglas County Commissioner’s meeting, the three water systems were consolidated, and new rates were approved. There was a lengthy discussion, and strong public attendance. More updates to follow.
5. **LTVA Fireworks Lawsuit** – Public meeting on 03/27/14 will be attended by Chief Sharit and FM Guevin. Statements will be made publicly that TDFPD did respond promptly when the resident called for assistance last year – three times EOD personnel members went to their home to speak with them.
6. **Explosive Ordinance Disposal (EOD) Tech position**– Chief Sharit announced that FF/P Nathan Johnson was appointed to one of the two openings on the team. Eight TDFPD and three DCSSO candidates applied.

## Financial Summary

No change in the Edward Jones balance. Step Up Bonds will begin to expire, and Wayne Omel will attend the June meeting to discuss investment options.

## Attachments

Inspector Stroup attended a Citizens’ Emergency Response Team (CERT) meeting last month, and provided fire extinguisher training. He was acknowledged by Trustee Grant.

12. Discussion:           **Discussion on a change for next meeting to, Wednesday, April 16, 2014 @ 3:00 pm; possible agenda items.**

The April meeting was changed to April 16, 2014 @ 3:00pm, and tentatively at the Tahoe Chamber.

## **Suggested agenda items:**

- Tentative Budget FY 2014-15

**Adjourn**

Trustee Felton motioned to adjourn the meeting. Trustee Grant seconded the motion. Motion approved 5-0. The meeting was adjourned at 3:35pm.

**Closed Session:** Per NRS 288.220, collective bargaining discussions

This meeting was recorded on audio tape.

**Kate Warner**

**Administrative Assistant**

Approved