

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
March 16, 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 Jason Guinasso

1. Call to Order.

Meeting was called to order at 2:31pm

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Chairman Kirschner.

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 02/16/2022
- b. Monthly Expenditures
- c. Financials – 10/31/2021, 11/30/2021
- d. Department of Business and Industry Safety and Training Section (OHSA)
- e. GASB 75 Actuarial Report for FY ending June 30, 2021
- f. Job Description – Engineer/Squad Leader (Revision)

- g. Job Description – Engineer/Squad Leader – Fire Equipment Operator
- h. Job Description – Captain/Crew Foreman

Trustee Felton asked if our visit to OSHA was due to a safety concern for our employees.?

Chief Lindgren stated that ~~wethe District~~ reached out to ~~OSHA~~ ~~them, so this was~~ out of ~~an abundance~~ ~~abundance~~ of caution ~~and to be proactive regarding for~~ any possible improvements that could be made ~~to improve safety and compliance. which we are in the process of doing.~~ Employee safety is always a huge priority ~~for us~~, which was why ~~wethe District~~ felt this inspection was necessary. After walking ~~throughe~~ each facility, ~~we were given~~ a to-do list ~~was created from the representative from OSHA and then,~~ ~~corrections made and finally Chief Lucas~~ followed up with the ~~OSHA representative em~~ to show the work has been completed.

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

8. For Possible Action: Consent items moved forward.

None.

9. Presentation:

Employee Recognition

Assistant Chief Bryce Cranch	19 Years of Service
Battalion Chief Chris Lucas	19 Years of Service
Captain Chris Peterson	17 Years of Service
Captain Brian Zabel	14 Years of Service
Captain Nathan Johnson	12 Years of Service
Captain Will Morgan	10 Years of Service
Captain Will Darr	9 Years of Service
Captain Mark Norwood	9 Years of Service
Engineer Jesse McDonald	9 Years of Service
Engineer Nick Robidart	9 Years of Service
Engineer Ryan Sanders	9 Years of Service
Engineer Chad Baker	9 Years of Service
Engineer Kurt Hamann	9 Years of Service
Firefighter Ben Arrate	9 Years of Service
Firefighter/Paramedic Ryan Pruitt	9 Years of Service

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Firefighter/Paramedic Shane Gump 3 Years of Service

Firefighter/Paramedic Jacob Looney 3 Years of Service

10. For Discussion and Possible Action:

For Discussion and Possible Action to open a fund with Parasol Tahoe Community Foundation for the Community Involvement Fund and the Cafeteria Plan with balances of approximately \$50,000 of non-tax payer funds.

Fire Chief Scott Lindgren

Summary: The ~~D~~district is looking to move ~~our~~ current Community Involvement and Cafeteria funds to the Parasol Foundation ~~for Funding Management. With~~With their management of these funds ~~wethe District~~ would ~~be allowed to~~ have immediate access to this account for any ~~immediate~~ needs as well as the opportunity to invest the funds so they can accumulate more overtime. Traditionally our Community Involvement funding goes ~~towards~~ fire victim relief, firefighters ~~and their families deatling with a severe injury or medical situation and~~ support or our paramedic scholarships for EMS for Zephyr Crew and, ~~as well as the public service scholarships for the~~ high school students. ~~level of scholarship needs we do annually with both high schools.~~

Cafeteria Fund is ~~forfeited~~ money from the employees. ~~that can be used to cover medical needs for themselves when a work injury occurs.~~ The ~~IRS regulates Flexible Spending Account~~ funds ~~which~~ have to be used in a ~~certain~~ period of time otherwise it is no longer accessible ~~and are returned to the employer. Once the funds are under management with parasol it is a one call and done when it comes to accessing these funds at no charge to the requestor.~~

Trustee Felton asked what the name of the fund was, ~~to ensure want to make sure that~~ it is clearly labeled for possible investors.

Chief Lindgren responded that the District would have complete control over the title and description.

Trustee Kjer made a motion to approve the opening of a fund with the Parasol-Tahoe Community Foundation as written. Trustee Felton seconded the motion. Motion approved 5-0.

11. Report Item:

District Division Updates

Assistant Chief Bryce Cranch

- **A Shift** - Chief Lucas handled the OSHA inspection. The post report needs were met quickly and efficiently.
- **B Shift** - EMT-B Course is underway and starting the ride a-longs and clinicals.
- **C Shift** - Springs academy will begin this month with Captain Johnson as RTO. Chief Prather is also preparing for our upcoming engineers academy.

- **Call Volume** - Call Volume is lower than last year's number, no real reason why but we are thinking weather and lack of quality winter climate may play a part.
- **Significant Calls** - Lots of significant calls this month, please look for details in the [Division](#) reports.
- **Mechanic Dagenhart** - Always setting the bar, offered resignation but will continue to be support to the District whenever available.

Fire Inspector Kris Rowlett

- **Reports** - Tracker and Inspector Rowlett completed an EOD sweep for the [F](#)irst [L](#)ady who was in Reno, it ~~was's~~ a wonderful opportunity to train and build that trust with their security team.
- **Zephyr Crew Housing** - Working around the clock to find some area to house our ever-growing Zephyr Crew. The District has ~~ve~~ some promising leads and ~~hope~~s to have something finalized and brought to the board soon.

Trustee Felton asked when the trustees have an opportunity to tour the event center while its being constructed.

Inspector Rowlett stated he will work with ~~the~~ Chief [Lindgren](#) and Fire Marshal to get that scheduled ASAP.

FMO Keegan Schafer

- **Prescribed Burning** - Prime window right now for burning in the [D](#)istrict so smoke will be in the air the next few weeks.
- **Firewise** - [Seeking neighborhood leaders to assist with coordinating Neighborhood certification for to be Firewise-Firewise status. It begins with a in our area. w](#)Workshop ~~on~~is coming up March 28th. [Seeking out neighborhood](#)

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~~leaders, as well as~~ KGID ~~is hosting a~~s “Spring into Action” on April 28th ~~and~~, TDFPD will be participating with a booth. ~~booted and ready about the event.~~

ADO Kate Warner

- **Employee Pre-employment Physicals** - Pushing to get our crew applicants in for their physicals heading into the 2022 fire season. There are with 40 more offers out right now ~~;~~ 19 are brand new, 9 are returners, and a few alumni's also returning to the Division
- **Workers' Compensation - Captains Training Meetings** ~~— will be~~ Now implemented before the fire season.
- **Union Negotiations** - Many A# a Agencies are in negotiations with their unions, so there has been a flood of requests for information.
- **Shoreline Crew** - Interviews are also underway, with 8 new positions being created with full time benefits and PERS.
- **Green Eggs and Ham Event** - Was a great success, the District had been out of the schools since COVID, so it was nice to be back. The kids had questions about the Caldor Fire, evacuations and other fire related topics so the District will be setting up a panel to allow the kids to hear from our firefighters.
- **Easter Eggs Hunt** - Event at Kahle is back on the calendar for April 15th.
- **St. Baldrick's Fundraiser** - March 17th from 1 - 4pm at McP's hosted by the TDFPD's Local 2441.
- **VHR Advisory Committee** - Will now be meeting in our classroom. This will allow more local homeowners to attend.
- **Budget Process** - One of Finance Manager Nolting's Carrie's main current projects.
- HR software, the changeover ~~to HR software implementation~~ is also beginning this month and will occupy our Division quite a bit this next quarter.
- **Actuarial Update** - Will be starting soon, the one you just received was issued to us late, and wethe District need to hold it with the January meeting along with the Audit for the future report.

Fire Chiefs Report

Fire Chief Scott Lindgren

New Skid Steer is Here - Mechanic Dagenhart manufactured a foam spitter to exiguishextinguishes any possible fires that may break out from using the equipment. Also, if the equipment is being approached by flames while out of the fire line, there is a fighting chance to save it.

Prescribed Burning - Project burning on California is being done by the Zephyr Crew. With the expansion of the NV Energy contract, we are working on promotingmpting the leadership right now to have the crews ready for the season ahead.

GIS Mapping - Parasol is currently funding the mapping and GIS, as well as the permitting and financial needs to get the District ~~f~~ire ~~l~~ine projects underway.

12. Report Item:

OPERATION: Save the Tahoe Basin - Helicopter Updates

Fire Chief Scott Lindgren

- **Parasol** - Parasol has a very serious donor who is ready to ~~earmark funding~~ ~~give us the money~~. Parasol is going to help with the fundraising and marketing, KR2 ~~squared~~ will be doing all of the ~~programs~~ marketing and donating ~~their time and resources~~ for the ~~compain~~ ~~campaign~~.
- **Business Plan** - Currently being drafted with ~~P~~parasol ~~as something~~ to present ~~from us~~ to ~~their future~~ potential donors and possible vendors.
- **Helicopter Base** - Still working with the community to find the right location, moving forward with 4 possible locations.

Discussion Confirm next meeting, with a proposed date of Wednesday, April 20, 2022 with a start time of 2:30p.m. and possible agenda items.

Skid steer needed demonstrations.

Adjourn.