

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
May 15, 2014

Those Present:

Chairperson Kevin Kjer	Assistant Chief Mark Novak
Trustee Greg Felton	Engineer Will Morgan
Trustee Ann Grant	Engineer Kevin Crebs
Trustee Steve Seibel	Accounting Specialist Carrie Nolting
Mike McCormick, Legal Counsel	Supervisor Keegan Schafer
Fire Chief Ben Sharit	Resident Darya Vogt

1. Call to Order

Meeting was called to order at 3:00 pm.

2. Pledge of Allegiance.

Pledge of allegiance was led by Ann Grant.

3. Roll Call

Chairperson Kjer, Trustee Felton, Trustee Grant, and Trustee Seibel were present. Trustee Schussel attended by phone.

4. Approval of Agenda

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

5. Public Comment.

Chief Sharit on behalf of Bob Cook; he was unable to attend meeting but called in public comment. Recognize that Capt. Jones lent the Douglas County Sewer District Manager an old stretcher to move his dog, which was too large and ill to transport without the help. Bob Cook is new safety officer for Douglas County Sewer District, and he wanted to thank Chief Antti for donating Sharps disposal containers for their pump station. Also, wanted the fire district to know that the Sewer District no longer uses chlorine at the stations, has been replaced with Sodium Hydrochloride.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 04/16/14
- b. Monthly Expenditures
- c. Personnel Policy 2.28 Related Forms
(Uniform Policy-Class B and Class C) Revisions

Trustee Felton motioned to approve the Consent Calendar items as presented. Trustee Grant seconded the motion. Motion approved 5-0.

7. For Possible Action: Consent items moved forward

None.

8. For Possible Action: Public Hearing and possible adoption of the 2014-15 Tentative Budget.
Fire Chief Ben Sharit

Chief Sharit provided the State of Nevada's approval of our tentative budget and proof of publication. No changes were made to the tentative budget as it was approved by the state. Trustee Seibel motioned to adopt the 2014-2015 tentative budget, Grant seconded. Motion approved 5-0

9. For Possible Action: Public hearing and possible adoption of the 2014-15 Final Budget
Fire Chief Ben Sharit

Mathematical error caught by Bill Johnson, General Fund, Pg. 7, Form 13, increase in salaries and wages. Approximately \$24,000 math error that was discovered between salaries and benefits being notated correctly between columns. This adjustment trickles through the entire document including the transfer to the health insurance fund. Trustee Felton would like to note that the budget is set up so that the Fire Chief doesn't have to return to the board for all changes in expenditures, however, it has the possibility of decreasing the ending fund balance. Chief Sharit clarified that if all the items in the budget were spent to the amount budgeted for, then Trustee Felton is correct it could reduce the ending fund balance. However, the budget is a forecast that the board approves and it is Fire Chief's responsibility to keep the board informed of the status of the budget and expenditures. Chairperson Kjer complimented the staff on the amount of work that went into the budget. Trustee Felton noted that the previous recording of all the observations of the budget presentation for the minutes were also well done. Trustee Felton motioned to approve the 2014-2015 budget, Trustee Grant second. Motion approved 5-0.

10. Presentation: Report on ISO audit and new property/casualty insurance risk score
Assistant Fire Chief Mark Novak

Assistant Chief Novak provided a Power Point presentation on the ISO audit completed in November. The last evaluation was done 15 years ago, and ISO has changed how they score and so we went into the audit unsure of the new system. ISO has stated that they will evaluate every 5 years. It was a big effort from a lot of staff as well as the many different water purveyors in our district.

Our historical class was a 4/8 from 1996, in ISO a lower number is better, and our new rating is a 3/3Y. The 3Y is roughly equivalent to what used to be an 8, there are very few properties in the 3Y category, a 3Y signifies greater than 1000 ft. from a hydrant but within 5 road miles of a station, primarily properties between Cave Rock and Uppaway. Buildings with fire flow above 3500 gpm are evaluated separately, such as the casinos so those are not included in our audit. By becoming a class 3 we are in the top 13.5% fire departments in state, top 6.5% fire departments in nation.

What does it mean to the community? Possible rate change for homeowners, the algorithms that are used by insurance companies are too complicated to guarantee whether an individuals insurance rate will change, however it will improve the ability to insure the homes in the district. Trustee Felton asked how we compare to other districts around the lake; Incline went to a 2, North Tahoe went to a 4. South Lake Tahoe and Lake Valley have been recently evaluated and do not have their scores as of today. Each ISO evaluator has their own system for evaluating so it is difficult to determine how the other departments will do.

The breakdown of the rating: 100 points total; 10 points for Emergency Communication, 50 points for Fire Department Capabilities, 40 points for Water Supply. He acknowledged that our water suppliers have a much more complicated system than a lot of other areas of the country and it was a lot of work for our water suppliers to provide information to us. Bonus points for Community Risk Reduction (5 points) mostly based on public education; there really is not any consideration for wildland fire risk reduction. These points are based more on how many fire inspectors we have and fire investigating. Chief Novak acknowledged Inspector Stroup for his work on the fire flow data spreadsheet. A good outcome of providing this information is that we have updated our data to be more accurate for the properties in the district.

Chief Novak gave a breakdown of the points the district earned in each category.
Items of note:

Ladder service: is analyzed for areas with 5 or more structures with 3 stories or higher and their distance to a fire station (optimal is less than 2.5 miles). We have 3 story buildings all through our district and therefore without purchasing extra ladder trucks for all the homes in the district we will not meet the requirements. Trustee Felton asked if South Lake Tahoe Fire's ladder truck

would count towards our score. Due to the fact that we are not dispatched through the same dispatch center we do not receive credit for their ladder truck.

Deployment analysis: based on a completed standards of cover or an analysis is every building within 1.5 mile of an engine is every other building within 2.5 miles of ladder truck. Our stations were built where they are based on donated land, but we did do well in covering the district. Company Personnel, they gave credit for 16 people per day to fight a fire. They don't look at the rosters but at the number of hours worked divided by number of employees. Risk vs. the number people on duty is a little mismatched, but we have to consider the financial impact of having more staff on duty. Trustee Felton inquired if there is a risk to not having sufficient resources to deal with a Harrah's type fire. Legal Counsel McCormick stated you don't have an issue because the board has to make decisions based on all aspects of the district, financial and otherwise. Chief Novak stated we have robust plans in place which is part of the reason why fire prevention is so important because the systems in the buildings need to work.

Training: score based on having access to burn buildings, academy type settings, company training (monthly trainings), office training, new driver training (ISO would like to see 60 hrs. per year), existing driver training, recruit training, pre fire planning. Noted that wildland training is not in the equation, which we do a lot of wildland training.

Water Supply: took into consideration can the system supply the necessary amount of water in the event of a fire. Hydrants inspection and testing; are they inspected and tested, every hydrant in our district is inspected 1x yr, tested 5x yr. Felt the hydrant score should have been higher as we have annual inspections of our hydrants.

Divergence: additional points were subtracted from the total score based upon difference between fire department score and water supply score, we lost .98 pts.

Community risk reduction: fire prevention code enforcement, public education and fire investigation. Once again, no credit was given for the work that the Zephyr Crew does throughout the year with curbside chipping and fuels reduction. Chief Novak would like to see ISO add wildland fire mitigation into the equation as this is where there is a lot of loss.

Chief Sharit thanked Chief Novak for his work on the ISO audit. Trustee Schussel is familiar with the program and wanted to acknowledge the accomplishment of reducing the rating.

Trustee Felton inquired if these scores are supplied to the insurance carriers? Chief Novak stated that if the insurance company is part of the ISO system then they will get the information. Trustee Felton asked if there are things we will look at doing to obtain some of the points we didn't receive. Chief Novak responded that we will better categorize training and records management; make sure hydrant compliance testing is meeting specific standards; and, look at larger diameter hose to improve or ability to get water to a fire to improve our water score.

Trustee Seibel noted as the county water systems improve it will improve the water supply score in the future.

- 11. For Possible Action: Discussion of the Ambulance Rate Review and staff recommendation for no rate change**
Fire Chief Ben Sharit

A presentation was given at the April meeting. Chief Allison and Chief Sharit both recommend keeping rates at current levels. Trustee Felton motioned to maintain the ambulance rates the same for 12 months or until new information justifies a change, Trustee Seibel seconded. Motion approved 5-0

- 12. For Possible Action Adopt Resolution #01-2014 to approve successor Co-Trustee of the Tahoe Douglas Fire Protection District Post-Retirement Plan & Trust**
Fire Chief Ben Sharit

Per NRS the board is required to appoint trustees to the post retirement board every 2 years. The only change to the board is to remove Captain Bryce Cranch and replace him with FF/P Scott Vandover. Trustee Seibel motioned to adopt resolution #01-2014, Trustee Grant seconded. Motion approved 5-0.

- 13. For Possible Action Adopt Resolution #02-2014 for the promotion of the Lake Tahoe Basin Wildfire Awareness Month**
Assistant Fire Chief Mark Novak

Wildfire is a significant risk to our district; annually we acknowledge this with Wildfire Awareness Month. As part of our outreach to our citizens we want to keep supporting Wildfire Awareness Month and TDFPD will be having a kick-off event at *Compost your Combustibles* on May 24th. Chief Novak read Resolution #02-2014 for the record. Trustee Grant noted that last Wednesday, Steve Eisele (Fire Marshal for East Fork) and TDFPD Fire Marshal Eric Guevin taped a show for Steve Teshara's public access program. Chief Sharit passed the proclamation approved by Douglas County Commissioners recognizing the Wildfire Awareness.

Resident Darya Vogt questioned the curbside defensible space inspection program, and asked if every home is being inspected or only certain homes. Chief Novak explained the fire district's strategy of inspecting every home every 4 years. Each station as well as each shift is assigned a group of properties to inspect, which equates to approximately 500-600 homes that are inspected each year. Trustee Grant asked that Chief Novak explain the process and enforcement.

Chief Novak clarified that property owners who are going to have their property inspected this year are sent a pre-curbside letter along with a copy of the inspection form that will be utilized

