

**TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING**

August 18, 2010
Regular Meeting

Those Present:

Steve Seibel	Captain Tim Allison
Frank Forvilly	Engineer Bryce Cranch
Brad Dorton	FF/Paramedic Chris Peterson
Roy Clason	FF/Paramedic Nathan Johnson
Chief Guy LeFever	Zephyr Crew Supervisor Keegan Schafer
Assistant Chief Mark Novak	Carrie Nolting, Administrative Aid
Assistant Chief Van Ogami	Kate Warner, Administrative Assistant
Battalion Chief Ben Sharit	Ann Grant, Guest
Battalion Chief Hekhuis	Kevin Kjer, Guest
Inspector Leo Horton	Bill Kolstadt, Jr., Guest
Inspector Eric Guevin	

1. Action Item: Call to order.

The meeting was called to order at 4:05 pm by Chairman Roy Clason, who acknowledged guests Bob Cook, Bill Kolstadt, Jr.; Ann Grant and Kevin Kjer, both TDFPD board candidates.

2. Action Item: Pledge of Allegiance.

Pledge of allegiance was led by Carrie Nolting.

3. Action Item: Roll call.

Chairman Roy Clason, Trustee Steve Seibel, Trustee Frank Forvilly and Trustee Brad Dorton were present. Trustee R.J. Clason present via phone.

4. Action Item: Public comment.

Bill Kolstadt, Jr. requested to address the Board to follow up on concern he noted at the June Board meeting with regards to the insurance POOL investments. He stated that he was happy to report that he was pleased with the prompt response to his request for information; that he had reviewed the information and checked out 70% of the bond issues and found that they were exactly as reported. He is no longer concerned about the liquidity of the POOL's investments; he hopes that he can leave the door open for future requests as it is just prudent to verify the information.

Chairperson Clason thanked him for the follow up.

5. Action Item: Discussion and possible action: Approval of consent calendar:

Item:

- a. Approval of agenda.
- b. Approval of Minutes 7/21/2010.
- c. Approval of Financial Statements 6/30/2010.

Trustee Seibel moved to approve the consent calendar items. Trustee Dorton seconded the motion. Motion carried with a vote of 4 yes, 1 abstained (Trustee Forvilly, who was not present at prior meeting).

Action Item #6: Consent Items moved forward.

There were none.

**Action Item #7: Set Date for Performance Appraisal for Fire Chief.
Select Board Members to complete results for Performance Appraisal.**

Trustee Seibel made a motion that the review committee be Trustee Dorton and Trustee Clason; and the Performance Appraisal slated for the October 20th Board meeting. Trustee Forvilly seconded the motion. Motion carried with a vote of 5-0.

Action Item #8: Review of monthly expenditures.

Chief LeFever noted that with the limited cash flow, for over 3 years now, the spending is also limited. He presented explanations for the major expenditures and employees who have received checks outside the regular payroll:

Chris Vetromile Fire House Dinner Donation \$229.43

For select local charities, we donate a dinner for 8 adults, and a child's birthday party, as fund raisers for their auctions. FF Chris Vertromile was the Chef at our most recent event, and this reimburses his expenses for groceries.

David Hekhuis Strike Team Box \$44.97

B/C Hekhuis restocked water and Gatorade.

Ferrara Fire Apparatus New Type 1 Engine \$465,612

This expenditure was approved at the July Board meeting and it includes the performance bond.

BearCom Wireless	New radios (4)	\$4,689
Purchased 4 radios to match 4 that were grant funded, resulting in all new radio equipment on first response vehicles.		
Kevin Crebs	Replaced glasses	\$100.00
Lost prescription glasses on a call, reimbursed for deductible.		
Warren Reed Ins.	Annual Insurance	\$84,235
Approved at the July Board Meeting.		

End of fiscal year, every fund is in the green following the Augmentation changes the Board approved. Careful budget monitoring at all levels in the organization and selective spending achieved that status.

Discussion #9: Fire Chief's report on previous month's activities.

Service Recognition

Captain Curtis Fields	31 years
Inspector Leo Horton	31 years
Engineer Kevin Crebs	13 years

Captain Curtis Fields will be retiring the end of September or October.
Inspector Leo Horton will be retiring the end of October.

Alarms of July 2010

Total – 197.

Ambulance Report

For the month of June, TDFPD transported 57 patients or 16% more than June 2009.
June 2010 billing was up 17% over prior year.
June 2010 collections were down 40% as compared to prior year.
Ambulance Collection Rate is 59.26%.

YTD for the end of the fiscal year, AMB calls are down 760 as compared to 878 prior year, 118 transports (13%). This reduction in transports directly ties back to the shortage in AMB revenue which is down \$110,000 YTD. We need to monitor this closely.

Investments

Investments – Wayne Omel anticipating a bump in interest rates, waiting just a bit. Should have half of that invested in the next 30 days. The money market funds have been reduced by \$300,000 to purchase the new engine without financing. Balance on the money market account remains healthy.

Attachments:

- Recognition letter from Capt. Hardison to FF/Paramedic Chris Kynett for the work in building the rock pedestal at Station #4 to replace the rotting tree stump and salvaging the Fireman sculpture. Forest Service crew members also assisted. Photos were distributed.
- Copy of Ferrara Type I Engine binding agreement within 300 days or Ferrara to be subject to a \$350.00 per day penalty. The Board had requested such a penalty at the June meeting.
- Letter of Intent to Retire from Inspector Leo Horton on October 28, 2010.
- Numerous Thank You letters, mostly from the Fire House Dinner already discussed. These dinners have raised from \$300-\$1800 for local charities and are very popular.
- Operations Report – A/C Ogami
- Fuels Management Report – A/C Novak

Trustee Clason noted concern about the Mont Bleu Concerts and on-going issues like overcrowding, and asked if they were coming in compliance. A/C Novak responded that the Snoop Dog event was the first big concert for them this year and not well controlled; follow up meetings have addressed many of the issues and there has been a marked effort and improvement on their part.

Chairperson Clason asked if these were not the same issues that had already been addressed in the past, and asked why they were reoccurring. Novak noted turnover in the casino staff requires appropriate retraining and monitoring.

Trustee Forvilly inquired if Harvey's was having a similar issue with their outdoor concerts. A/C Novak commented that Harvey's Concerts are running smoothly with many sold out situations. Exiting the shows is an indication of flow during an emergency situation, and Harvey's has reduced this time from 15 minutes down to 7 minutes. Fire Prevention continues to monitor.

Action Item #11: Confirm next meeting, September 15, 2010, @ 4:00 pm, possible agenda items.

Several board members voiced conflicts with the 15th; Trustee Seibel moved that the meeting be slated for Wednesday, September 22 @ 4 pm. Trustee Dorton seconded the motion. The motion carried with a vote of 5-0.

Trustee Forvilly had attended the Summit held in Incline, and said that TDFPD and the Bomb Squad were well represented. He was impressed by the attendees, a lot of movers and shakers in our region and industry. He noted that there was a lot of concern about efforts to stimulate the market at the Lake, and that there were several groups getting together to address these concerns.

He is personally working with the Forest Service on several projects, and has volunteered Round Hill Pines to host some community meetings to address resident concerns around preventative burns.

Trustee Forvilly also mentioned that he would like to host the TDFPD employees/Union at Round Hill Pines sometime in September.

He also commented that at the Summit, he heard great feedback on the Incline Crew and Zephyr Crew projects and hopes that these good results keep the funding available.

Action Item #12: Adjourn.

A motion was made by Trustee Dorton to adjourn. Motion seconded by Trustee Seibel. The motion carried with a vote of 5-0.

The meeting was adjourned at 4:55 p.m.

This meeting was recorded on audio tape.

Kate Warner
Administrative Assistant
Tahoe Douglas Fire Protection District