

TAHOE DOUGLAS FIRE PREVENTION DISTRICT BOARD OF TRUSTEES MEETING

July 25, 2012

Those Present:

Chairperson Steve Seibel
Trustee Brad Dorton
Trustee Ann Grant
Trustee Kevin Kjer
Fire Chief Ben Sharit
Assistant Chief Mark Novak
Battalion Chief Tim Allison
Battalion Chief Jim Hardison
Battalion Chief Dave Hekhuis

Captain Brandon Brady
Engineer Kevin Crebs
FF/P Tim Egan
Fire Marshall Eric Guevin
Administrative Assistant Kate Warner
Administrative Aide Carrie Nolting
Guests: Greg Felton, Larry Schussel

1. Call to Order

Meeting was called to order at 4:00pm.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Dorton.

3. Roll Call

Chairman Seibel, Trustee Dorton, Trustee Grant and Trustee Kjer were present. Trustee Bradford was absent.

4. Approval of Agenda

Trustee Kjer motioned to approve the agenda as presented. Trustee Dorton seconded the motion. No discussion. Motion approved 4-0.

5. Public Comment.

None.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 06/22/12.
- b. Financials 05/31/12.
- c. Job Description – Firefighter/Paramedic.
- d. Job Description – Fire Inspector.

Trustee Grant motioned to approve the Consent Calendar items as presented. Trustee Kjer seconded the motion. No discussion. Motion approved 4-0.

7. For Possible Action: Consent items moved forward.

None.

8. Report Item: Review of Monthly Fire District Expenditures
Fire Chief Ben Sharit

Chief Sharit reviewed key expenses for the past month, and there were no questions regarding the weekly check runs.

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

Employee Years of Service Recognition

Foreman T.C. Ghisletta 2 Years of Service

Updates

- 1. Fire Safe Council – responses to the Fire Service and BLM audits are underway.
- 2. Hiring
 - a. Firefighter/Paramedic Positions - a four agency consortium will be kicking off a hiring process on August 1 with a three week application period, then September 1 testing will begin and the hiring list should be completed by October 1. TDFPD has 3-4 openings.
 - b. Fire Inspector Position – Application period is closed with 25 applicants. Seven will be interviewed by a panel on August 1, the top 3 candidates will interview with the Fire Chief on August 2.

Financial Summary

A Step up Bond was called this month, August will have three pay periods so liquidity needs are being closely monitored.

Chief Sharit noted that the AMB collection rate for FY 2012 ended \$85,000 higher than prior year and the collection rate has improved to 58%. He acknowledged EMS Chief Tim Allison and the Firefighter/Paramedics who gather and input the patient information.

Trustee Kjer commented on all the positive community feedback that the District is consistently getting.

Chief Sharit announced that TDFPD will be hosting a Pancake Breakfast on Saturday, September 2, 2012 and Blood Drives every two months as part of our Community Outreach program.

Forester John Pickett was also acknowledged for passing the Registered Professional Forester exam.

10. Discussion: Confirm next meeting, Wednesday, August 22, 2012 @ 4:00pm, and possible agenda items:

- Presentation: Wayne Omel, Edward Jones Investment Options
- For Possible Action: Nominate Trustees to serve on the Fire Chief Evaluation Committee

11. Adjourn.

Trustee Dorton motioned to adjourn the meeting. Trustee Kjer seconded the motion. No discussion. Motion approved 4-0.

The meeting was adjourned at 4:11pm.

This meeting was recorded on audio tape.

**Kate Warner
Administrative Assistant
Tahoe Douglas Fire**