

TAHOE DOUGLAS FIRE PREVENTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**October 26, 2016**

**Those Present:**

Chairman Greg Felton  
Vice Chairman Bill Kirschner  
Trustee Kevin Kjer  
Trustee Steve Seibel  
Trustee Larry Schussel  
Fire Chief Scott Baker  
Legal Counsel Devon Reese  
Assistant Chief Jim Antti  
Battalion Chief Rich Nalder  
Battalion Chief Ralph Jones  
Fire Marshal Eric Guevin  
Fire Inspector Todd Stroup

Office Manager Kate Warner  
Accounting Specialist Carrie Nolting  
Administrative Assistant Erin Allison  
Forester John Pickett  
Acting Captain Will Morgan  
Engineer Kyle Fine  
Engineer Nathan Johnson  
FF/P Chris Wade  
FF/P Greg Koeck  
Guest Ann Grant  
Guest John Breaux

**1. Call to Order.**

Meeting was called to order at 2:30 p.m.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Acting Battalion Chief Ralph Jones.

**3. Roll Call.**

Chairman Felton, Vice Chairman Kirschner, Trustee Kjer, Trustee Seibel, and Trustee Schussel were present. A quorum was present.

**4. Approval of the Agenda.**

Vice Chairman Kirschner motioned to approve the agenda. Trustee Seibel seconded the motion. Motion approved 5-0.

**5. Public Comment.**

None.

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

Items:

- a. Approval of Minutes 09/28/16
- b. Monthly Expenditures
- c. Account Signer Updates – Assistant Chief Jim Antti

Trustee Schussel motioned to pull “Item a” for discussion. Trustee Schussel motioned to approve Items b and c on the Consent Calendar as presented. Trustee Kjer seconded the motion to approve Items b and c. No discussion. Motion approved 5-0.

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

Item 6a was pulled for discussion. Trustee Schussel asked about Item 15 from September’s meeting in reference to the proposal change to the stipend for the Board members, specifically how the \$6,000 limit was determined. He stated he believed it wasn’t that high for fire districts, and wanted to make sure we had the correct numbers.

Legal Counsel Devon Reese responded that he had spent time researching the issue and comparing our numbers to other like-size government entities, fire departments, and GIDs. The only role legal counsel played was researching and giving the limit, and did not influence the decision of the rate for the district. The only recommendation that was made was not to exceed the \$6,000 amount.

Trustee Kjer commented that at the last meeting, he specified the NRS that was looked at to determine the limit.

Chairman Felton commented that the NRS citation should be added to the minutes from September.

Trustee Schussel motioned to approve item 6a with the changes of adding the NRS citation. Vice Chairman Kirschner seconded the motion. No discussion. Motion approved 5-0.

**Note: The September Board Meeting minutes were amended to include the NRS 318.085 citation for Item 15, “For discussion and possible action to adopt a proposed change in the per meeting stipend for TDFPD Board of Trustee Compensation to be effective January 1, 2017” on page 13 of the minutes.**

- 8. For Possible Action: Discussion to award a scholarship of up to \$10,000 to a member of the Zephyr Crew to attend paramedic school at the Regional Medical Services Authority (REMSA) – Reno, NV.**  
Fire Chief Scott Baker

Chief Baker explained that in the past, TDFPD has given out paramedic scholarships to members of the Zephyr Crew. We would like to give one scholarship to one Zephyr Crew member and will be splitting the total cost in monthly increments.

Warner commented that we did provide a scholarship last year.

Chief Baker said it has been off the radar, but we would like to get this program started again for next year.

Vice Chairman Kirschner motioned to award a scholarship of up to \$10,000 to a member of the Zephyr Crew to attend paramedic school at the Regional Medical Services Authority (REMSA) – Reno, NV. Trustee Seibel seconded the motion. Trustee Kjer commented that we should just leave it at \$10,000 for a paramedic scholarship and exclude the REMSA stipulation. Motion vetoed 5-0.

Vice Chairman Kirschner motioned that the Tahoe Douglas Fire Protection District approve the expenditure of up to \$10,000 for the Zephyr Crew Paramedic Program Scholarship for one crew member. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

Trustee Kjer commented that it is a great program to have and it is great to move the Zephyr Crew members through to full time positions with TDFPD.

Chairman Felton agreed that it is a great program and we have had a lot of great people move through even if they are no longer with TDFPD, they are doing great things somewhere else. Motion approved 5-0.

**9. Report Item: Review of Monthly Fire District Activities.**  
Fire Chief Scott Baker

Chief Baker asked Warner to clarify on the nominations for the community awards. Warner explained that Forester John Pickett has been nominated for the Blue Ribbon Award for the Customer Service (Public Agency) Award for the third year, and TDFPD nominated Michelle Turner of Belfor for the Customer Service (Business) Award.

Chairman Felton congratulated Forester Pickett on his nomination.

Forester Pickett thanked the Board for the opportunity to serve.

Chief Baker explained that a town hall meeting for the water supply issues in Pittman Terrace will be held on October 27, 2016 in the Station 23 classroom at 7:00 pm. There is a resident who is putting in a water system and is presenting to the other residents in the area.

Chairman Felton asked Chief Baker if the trustees were invited to the meeting. Chief Baker responded they are invited.

Chairman Felton asked Legal Counsel Devon Reese if it would be a problem if more than two trustees were present at the meeting.

Legal Counsel Devon Reese asked Chief Baker for clarification on the meeting.

Chief Baker explained that it is a town hall meeting, and a letter was sent to the residents of Pittman Terrace about the specific requirements for fire flow, the current fire flow issues that are facing the district, and the potential solutions to these issues.

Legal Counsel Devon Reese recommended there not be more than two trustees at the meeting because it is about a very specific issue within the fire district, unless they noticed it as a non-meeting, but it might be too late to do that.

Chief Baker explained that residents will likely raise some questions about our water supplies, what our program is, and what we are planning. He will give the Board an update at the next Board meeting on the questions and comments that were raised at the meeting.

Vice Chairman Kirschner asked if the topic of the fire boat will come up during the meeting.

Chief Baker responded that he is positive that it will.

Acting Battalion Chief Jones has accepted a full time Battalion Chief position with TDFPD and will be pinned at the next meeting.

The district has had a busy month in September with a lot of major calls. Crews responded to the Spooner fire with helicopter scoopers and the major RV vs. vehicle accident on Kingsbury, which included some really good interagency work.

Acting Battalion Chief Jones will cover the fires that crews have responded to this month in his report.

Crew Supervisor Schafer updated his report with the fires the Zephyr Crew has gone on. Forester Pickett will update the Board on the Zephyr Crew and fuels work in his report.

**10. Report Item: Review of Fire District Division Reports.**  
Acting Battalion Chief Ralph Jones  
Forester John Pickett

**Acting Battalion Chief Jones** commended C-Shift for being a very hard working crew. They completed hose testing of four engines worth of supply bed on their shift and never complained.

Engineer Apple passed his 12 month Engineer test.

Chief Baker recognizes a lot of little things that our crews accomplish in the district, and one of the important ones from this month is FF/P Koeck volunteered his off-duty time to come to the retiree luncheon and help make the event so great. It's the little things that we do that make the fire department so great.

Jones thanked Acting Captain Morgan for all of his help with radios. Crews can't communicate on the top of Spooner, so communications is working on putting in a new voter on the top of Spooner. They are currently putting in four phone lines and are progressing to make communications a lot better.

Crews have been responding and sending engines to all our friends and neighbors in the past month. There was a large brush fire in East Fork on the day of a former Chief's funeral, and we were able to get the brush truck out pretty quickly once they were back from the funeral. Crews responded to a wind-driven fire in Carson on the next tour, where we sent down multiple engine companies that performed excellently.

Later that night, the crews were woken up at about 1:30 am for the Emerald Fire on the West Shore. ABC Jones woke the crews up because he thought they would be called out to respond, but they never went to that fire. About an hour later, a fire broke out at South Lake Tahoe. ABC Jones called Chief Antti back into the district and sent a Type I and Type III to the fire. At this point, he was thankful we didn't go to the Emerald Fire because the fire in South Lake Tahoe was threatening homes, and we assisted in being able to quickly handle and put a stop to the fire.

The Little Valley Fire in Washoe County started around the same time as the fire that our crews responded to in South Lake Tahoe. Some of our "friends/neighbors" thought we were busy on other fires, so we were not called out to respond, but crews were back in quarters and ready for deployment. Chief Baker went to the fire and called in a Type III to help.

All of these fires happened in less than 24 hours, and they successfully got crews back to cover the stations and had adequate crews on the calls. There were also a lot of crew members calling in the next morning willing to respond if we still needed any help.

Lake Tahoe Regional Fire Chiefs Association is working to improve the system to know which departments are busy/available at any point in time in order to enhance the resource order system. Each chief will be contacted and will be able to quickly and easily tell the command

agency whether they are available for response to an incident or not, which will help make sure “friends/neighbors” are not passed over for response.

### **Forester John Pickett**

Forester Pickett thanked the Board for approving the paramedic scholarship for the Zephyr Crew. It is a very important program that is great for the crew, fire service, and the fire district.

Forester Pickett toured the fire line of the Emerald Fire with U.S. Forest Service Battalion Chief Kyle Jacobson early in the week, and Jacobson was so complimentary of the firefighting done by the local crews. They saved houses in South Lake Tahoe because of the quality of the fire fighters and the interagency cooperation. Everyone works together to fight fire and for mutual aid, and have a lot of similarities throughout the district.

Fuels reduction also played an important role in being able to save houses during these local fires. The area around the community that had been burned had had forest thinning and prescribed fire work done in the past. The areas that hadn't had pile burning and fuels reduction work completed burned hotter and more significantly than the areas that did. They were able to save the houses because of fuels reduction.

It is important to keep working on interagency training and keep up fuels management around the Basin.

SNPLMA Round 16 grants are coming into play right now. TDFPD is involved with two grants, including \$5.6 million to the Tahoe Resource Conservation District for the development of the Fire Adapted Communities program, which will basically be a remodel of the Nevada Fire Safe Council. The goal is to get communities more engaged in creating defensible space.

By December 15, 2016, TRCD will have a SNPLMA work plan for the development of the Fire Adapted Communities program. By January 15, 2017, BLM will have a written plan of job descriptions and who will be hired for each position. The full plan will be explained at the February 2017 Board meeting. There is interest in input from the Board and the district now because of how rapidly they are moving.

The second grant is a California Wildland Fire Prevention grant for local government and state owned properties throughout the California side of the Lake Tahoe Basin. This is important to us because our fire district is directly affected by things that happen on the other side of the Basin. TDFPD will work with the California Tahoe Conservancy to find out how the interagency cooperation will operate and specifically on implementation of important topics, like if TDFPD will be managing the money or working under contracts with CTC. There are advantages and disadvantages to each option, and this will also be presented on at the February 2017 Board meeting.

This year, we already have 700 acres of forest thinning to do in our district. There is 300 acres of pile burning that needs to be done that has become backlogged because of the drought. The Zephyr Crew is keeping on seven extra crew members to help manage the amount of burning that needs to be completed, which increases the burn crew from 7 permanent members to 14 permanent members. In order to be able to start on the projects that are being planned under SNPLMA 16, we need to have the pile burning taken care of. SNPLMA Round 17 will also open shortly after Round 16 is complete.

Forester Pickett is looking forward to the end of season wrap up and the plan for the future.

The Zephyr Crew's fire prevention work and firefighting has such a great reputation throughout the Basin and it is great to have them being pulled into these future projects.

**11. Discussion: Confirm next meeting, with a proposed date of Wednesday November 16, 2016 with a start time of 2:30 p.m. and possible agenda items.**

Meeting confirmed for Wednesday, November 16<sup>th</sup>, 2016 with a start time of 2:30 p.m. in the Station 23 classroom.

**Adjourn.**

Vice Chairman Kirschner motioned that the meeting be adjourned. Trustee Kjer seconded the motion. Motion approved 5-0.

**Closed Session: Not needed at this meeting.**

**Erin Allison  
Board Secretary  
Tahoe Douglas Fire Protection District**