

1                                   **NORTH LAKE TAHOE FIRE PROTECTION DISTRICT**  
2                                   **BOARD OF DIRECTORS MEETING MINUTES**

3  
4                                   **February 17, 2010**

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6   **LOCATION:** 863 Tanager, Incline Village, Nevada.

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8   **MEETING CALLED TO ORDER:** Vice-Chairman Don Epstein called the  
9 meeting to order at 12:00 p.m.

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11   **MEMBERS PRESENT:** Don Epstein, Vice-Chairman; Chris Plastiras,  
12 Secretary-Treasurer; Gene Murrieta, Director; Wayne Fischer, Director and  
13 Vicki Baumann, Secretary. Chairman Smith was absent.

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15   **GUESTS PRESENT:** D.G. Menchetti, Legal Counsel; Michael D. Brown,  
16 NLTFPD; Greg McKay, NLTFPD; Norb Szczurek, NLTFPD; Tom Smith,  
17 NLTFPD; Peter Mulvihill, NLTFPD; Steve Alcorn, NLTFPD; Sharon Cary,  
18 NLTFPD, Tia Rancourt, NLTFPD; Jim Mullaney, Resident; Dennis Diullo,  
19 CSMI; Tony Robison, Resident; Matt Welch and Matthew Renda, North Tahoe  
20 Bonanza.

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22   **APPROVAL OF AGENDA:** Director Murrieta made a motion to approve the  
23 February 17, 2010 agenda. Director Fischer seconded the motion. Vice-  
24 Chairman Epstein called for question. Ayes 4. Nays 0. Absent 1. Motion  
25 passed.

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27   **NRS 241.020 RE: PUBLIC COMMENT.** None.

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29   **APPROVAL OF MINUTES OF THE JANUARY 20, 2010 BOARD OF**  
30 **DIRECTORS MEETING.** Director Plastiras made a motion to approve the  
31 minutes of the January 20, 2010 Board of Directors meeting. Director  
32 Fischer seconded the motion. Vice-Chairman Epstein called for question.  
33 Ayes 4. Nays 0. Absent 1. Motion passed.

34  
35   **APPROVAL OF ACCOUNTS PAYABLE REPORT FOR JANUARY 2010.**

36 A revised version of page 9, which was the first page of the Accounts  
37 Payable report, was distributed. Three checks did not print on the original  
38 page 9; they were cut off during the printing of the packet. Director Fischer  
39 made a motion to approve the Accounts Payable for January 2010 with the  
40 revised page 9 and the original page 10. Director Plastiras seconded the  
41 motion. Vice-Chairman Epstein called for question. Ayes 4. Nays 0.  
42 Absent 1. Motion passed.

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44   **APPROVAL OF THE JANUARY 2010 MONTHLY MANAGEMENT REPORT.**

45 Director Fischer made a motion to approve the January 2010 Monthly  
46 Management Report as published in the packet. Director Murrieta seconded

1 the motion. Vice-Chairman Epstein called for question. Ayes 4. Nays 0.  
2 Absent 1. Motion passed.

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4 **LEGAL COUNSEL REPORTS:** None.

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6 **NEW BUSINESS:**

7 **1. Discussion and Possible Action to Review and Approve the**  
8 **Washoe County Office of Registrar Voters' Boundaries Map.** Chief  
9 Brown said the District received a request from the Washoe County Office of  
10 Registrar Voter's to approve the District's precinct boundaries as detailed in  
11 a map provided by the Registrar's office. Chief Brown noted the boundaries  
12 on the map were supplied to the Registrar's office, some time ago by the  
13 District, and in fact are the boundaries of the North Lake Tahoe Fire  
14 Protection District. This boundary map needs the Board of Director's  
15 approval and will remain on file with the Registrar's office. Director Murrieta  
16 made a motion to approve the Washoe County Office of Registrar Voter's  
17 boundary map. Director Fischer seconded the motion. Vice-Chairman  
18 Epstein called for question. Ayes 4. Nays 0. Absent 1. Motion passed. An  
19 official letter of approval was signed by the Board of Directors who were  
20 present at today's meeting. Legal Counsel will forward the signed document  
21 to the Office of Registrar Voters.

22  
23 **2. Report from Board of Director Murrieta Regarding Research into**  
24 **the Circumstances Surrounding the Condition of the Concrete**  
25 **Flatwork at Station 11.** Director Murrieta said he spent approximately  
26 eight hours, over a two day period, assembling and reviewing report records  
27 from the independent inspector who inspected the job. He then met with  
28 Chairman Smith for about two hours briefing him on his findings. Director  
29 Murrieta also met with Lumos (the inspection company) to go over the  
30 reports as well. Yesterday he met with the project architect and engineer  
31 and so far he has not found any smoking guns. He also has spoken to a  
32 couple other concrete experts to get their opinion as well. He requested this  
33 item to be agendized at next month's meeting. Vice-Chairman Epstein  
34 agreed to this request.

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36 **OLD BUSINESS:** None.

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38 **Board of Directors Questions/Comments:** None.

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40 **Fire Chief Report:** Chief Brown said he has been monitoring the District's  
41 staffing numbers over the past few weeks. The District has had an  
42 exorbitant amount of overtime due to vacancies (three retirements), and  
43 industrial insurance injury, personal and family illness. So much so, we  
44 have had to make some changes to our staffing in order to try and not  
45 exceed this year's budgeted overtime. Chief Brown met with Staff to discuss  
46 alternative staffing keeping in mind that the District's number one priority is

1 the safety of our personnel. Our number two priority is our customer's  
2 safety and that we maintain our level of service. Over the past several  
3 years, the District has had 15 employees, per shift. However, this is  
4 historically one of the District's slower periods of the season and keeping in  
5 mind the upcoming budget constraints, Chief Brown made a decision to drop  
6 staffing levels during the slower periods. When we have 15 - 13 personnel,  
7 on duty, our goal is to keep 3 engines in service as well as all ambulances.  
8 When we have 12 - 11 personnel, on duty, we will keep 3 engines, one full  
9 ambulance and the other ambulance will be staffed as the drop down takes  
10 place. If we drop down to 10 - 11 personnel, on duty, utilization of  
11 personnel will be at the Battalion Chief's discretion as to staffing maintaining  
12 2 engines and keeping 2 fully staff ambulances in place. Neighboring  
13 agencies (North Tahoe, Sierra and Tahoe Douglas) will be notified that any  
14 working incident that requires additional personnel will be toned out on an  
15 automatic-aid response. This situation will be closely monitored and we will  
16 make adjustments as needed.

17

18 **Assistant Chief Report:** Assistant Fire Chief McKay gave a brief utilities  
19 report. In comparing our 2008 to 2009 utilities usage costs there was a net  
20 decrease of 1%. Five of our six buildings reduced their energy profile. We  
21 have identified the issue with the one building whose use did not decrease  
22 and we are working on remedying it. We will also be working more on  
23 employee awareness.

24 Training has included building collapse and shoring, high-rise hose  
25 evolutions at the Hyatt. The Hyatt was extremely co-operative. Annual  
26 employee physicals started this month as well.

27

28 **Fuels Division Chief Report:** Chief Szczurek said the 2009 Fuels End of  
29 Year Report is out and available. The Board of Directors received their copy  
30 in the form of a CD. Chief Szczurek thanked the District's Forester, Forest  
31 Schafer for all his hard work on this report. There are hard copies available.  
32 It will be posted on the District's website as well.

33 Fuels is getting ready for their 2010 season. We are currently accepting  
34 applications for approximately 15 - 20 openings. Interviews will take place  
35 in early March.

36 Director Fischer thanked Forest Schafer, on behalf of the Board of Directors,  
37 for his work on the report; he did a superb job. Director Fischer particularly  
38 liked the history and the fire reports that were included.

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40 **Business Manager Report:** Business Manager Cary distributed the  
41 schedule for the 2010 - 2011 budget process. April 6, 2010 is the Board of  
42 Directors workshop. Business Manager Cary also handed out a brief history  
43 of the District's property tax values from 2008 - 2011. The District's current  
44 assessed value is \$1.4 billion as compared to almost \$1.9 billion in 2009.  
45 Projecting out, our property taxes have dropped from \$7.86 million in 2009

1 to \$7.148 million for 2011. Again this is just a projection and final numbers  
2 are due March 25<sup>th</sup>.

3 Director Fischer confirmed the abated numbers, for the 2010 fiscal year are  
4 still a guesstimate, too. Those are the projected numbers from the State  
5 replied Business Manager Cary. Director Fischer said it could still vary  
6 slightly and 2011 is a wild ballpark guess. Director Plastiras asked if this  
7 includes the potential \$2 - \$6 million tax payback. Business Manager Cary  
8 said these numbers are just property tax/assessed values and what the  
9 State projects our revenues will be.

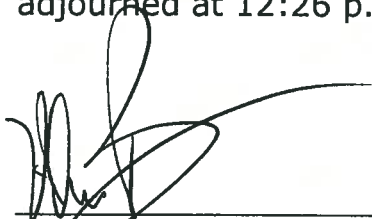
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11 **Fire Marshal Report:** Fire Marshal Smith had nothing new to report.


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13 **Public Education/Information Officer Report:** Tia Rancourt said the  
14 Hug-a-Tree program for the 4<sup>th</sup> graders took place last week. Sixty students  
15 participated. Our annual Blood Drive took place last Friday. Seventy-nine  
16 units of blood were donated. The numbers may have been low due to the  
17 holiday weekend. Last month, the District was awarded a FEMA AED grant.  
18 That is the second year in a row that we have been awarded a FEMA grant.  
19 CPR numbers: 31 students trained in the District, 38 trained at outlying  
20 sites for a year-to-date total of 89 students.

21 Upcoming events include CPR training at the Middle School, tobacco  
22 education at the High School, Nevada Wild Fire Awareness Week and  
23 through a State Assistance Fire Grant there will be a Lake Tahoe Wild Fire  
24 Awareness Week in July to target the second homeowners throughout the  
25 Basin. EMS Week will take place the third week in May.

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27 **Battalion Chief Report:** No Report.

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29 **Meeting Adjournment.** Director Plastiras made a motion to adjourn the  
30 meeting. Director Fischer seconded the motion. Vice-Chairman Epstein  
31 called for question. Ayes 4. Nays 0. Absent 1. Motion passed. Meeting  
32 adjourned at 12:26 p.m.

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Vicki Baumann, Secretary

  
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Dale Smith, Chairman