

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

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4
5 **January 20, 2010**

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

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10 **MEETING CALLED TO ORDER:** Chairman Dale Smith called the meeting to
11 order at 12:00 p.m.

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

16
17 **GUESTS PRESENT:** D.G. Menchetti, Legal Counsel; Michael D. Brown,
18 NLTFPD; Greg McKay, NLTFPD; Norb Szczurek, NLTFPD; Tom Smith,
19 NLTFPD; Peter Mulvihill, NLTFPD; Ryan Sommers, NLTFPD; Steve Alcorn,
20 NLTFPD; Jeff Herrick, NLTFPD, Jeff Sambrano, NLTFPD, Sharon Cary,
21 NLTFPD, Tia Rancourt, NLTFPD, Jim Mullaney, Constable, Tony Robison,
22 Resident and Matthew Renda, North Tahoe Bonanza.

23
24 **APPROVAL OF AGENDA:** Director Fischer made a motion to approve the
25 January 20, 2010 agenda as published. Director Murrieta seconded the
26 motion. Chairman Smith called for question. Ayes 5. Nays 0. Motion
27 passed.

28
29 **NRS 241.020 RE: PUBLIC COMMENT.** Director Murrieta thanked the
30 District, its Employees and Staff for the excellent care and support he
31 received eight years ago, this Friday.

32
33 **APPROVAL OF MINUTES OF THE NOVEMBER 18, 2009 BOARD OF**
34 **DIRECTORS MEETING.** Director Epstein made a motion to approve the
35 minutes of the November 18, 2009 Board of Directors meeting. Director
36 Fischer seconded the motion. Chairman Smith called for question. Ayes 5.
37 Nays 0. Motion passed.

38
39 **APPROVAL OF MINUTES OF THE DECEMBER 16, 2009 BOARD OF**
40 **DIRECTORS MEETING.** Director Murrieta made a motion to approve the
41 minutes of the December 16, 2009 Board of Directors meeting. Director
42 Fischer seconded the motion. Chairman Smith called for question. Ayes 5.
43 Nays 0. Motion passed.

1 APPROVAL OF ACCOUNTS PAYABLE REPORT FOR NOVEMBER 2009.

2 Director Epstein made a motion to approve the Accounts Payable for
3 November 2009 as published in the packet. Director Fischer seconded the
4 motion. Chairman Smith called for question. Ayes 5. Nays 0. Motion
5 passed.

6
7 APPROVAL OF ACCOUNTS PAYABLE REPORT FOR DECEMBER 2009.

8 Director Fischer made a motion to approve the Accounts Payable for
9 December 2009 as published in the packet. Director Epstein seconded the
10 motion. Chairman Smith called for question. Ayes 5. Nays 0. Motion
11 passed.

12
13 APPROVAL OF THE NOVEMBER 2009 MONTHLY MANAGEMENT

14 REPORT. Director Fischer made a motion to approve the November 2009
15 Monthly Management Report as published in the packet. Director Plastiras
16 seconded the motion. Legal Counsel Menchetti noted revised copies of
17 pages 12 and 13 (the 2009 November and December Monthly Management
18 Report) were distributed at today's meeting were different from those
19 originally published. Chairman Smith called for question. Ayes 5. Nays 0.
20 Motion passed.

21
22 APPROVAL OF THE DECEMBER 2009 MONTHLY MANAGEMENT

23 REPORT. Director Fischer made a motion to approve the December 2009
24 Monthly Management Report with the revised pages 12 and 13. Director
25 Epstein seconded the motion. Chairman Smith called for question. Ayes 5.
26 Nays 0. Motion passed.

27
28 LEGAL COUNSEL REPORTS: None.

29
30 NEW BUSINESS:

31 1. Discussion and Possible Action to Elect the Officer for the North
32 Lake Tahoe Fire Protection Board of Directors for 2010. Director
33 Plastiras requested the Board of Directors consider keeping the current
34 Officers in place. He said not so much for himself and the position he holds
35 but he would like to see continuity due to the contract negotiations taking
36 place. Director Fischer suggested the Board could go forward with the
37 elections and have Chairman Smith continue as the Board of Director's
38 negotiator since he has been doing a superb job. Director Fischer asked if
39 this was the reason behind Director Plastiras' suggestion. Director Plastiras
40 said yes. Director Epstein suggested Director Plastiras make a motion.
41 Director Plastiras made a motion to keep the Officers, for one more year, in
42 the same positions they are currently holding. Director Epstein seconded
43 the motion. Director Epstein echoed Director Plastiras' and Fischer's
44 comments about Chairman Smith's performance. Chairman Smith called for
45 question. Ayes 5. Nays 0. Motion passed. Chairman Smith thanked the
46 Directors for their vote of confidence.

1 **2. Discussion and Possible Action to Accept the Most Responsive**
2 **and Responsible Bid #0910-100 for Forty-Five (45) Self-Contained**
3 **Breathing Apparatus with Face Piece, Two (2) Air Cylinders, Six (6)**
4 **Additional Face Pieces and Three (3) Rapid Intervention Crew Packs**
5 **Concurrent with Grant #EMW-2008-FO-06140.** Chief Brown said the
6 District was awarded an Assistance to Firefighters Grant, last February, to
7 purchase Self-Contained Breathing Apparatus (SCBA) in the amount of
8 \$241,575.00. An enormous amount of work has gone into this project.
9 An evaluation team was formed to determine the best product for our
10 organization through various testing and evaluation standards. (Copies of
11 the evaluation process and results were distributed to the Board of
12 Directors.) After a thorough evaluation process and with assistance from
13 Legal Counsel a Request to Bid was written, published and distributed. The
14 bidding process closed on January 8, 2010. Five bids were received and
15 reviewed. Staff's recommendation is to award the bid to Diamondback Fire
16 & Rescue as the most responsive and responsible bidder. One of the
17 manufacturer's (Scott) representative (MES) placed a bid, but did not
18 provide the required exception list to their bid as requested, therefore, their
19 bid could not be legally considered. They did provide the exceptions once
20 they were contacted. However, MES (Scott) could not be considered in the
21 final determination phase because they did not meet our initial criteria.
22 Scott is a very good product and is used by several of our neighboring
23 agencies which was a consideration. Director Murrieta asked what was not
24 provided by MES. Chief Brown said the bid package contained specifications
25 that had to be met and if they could not be met an exceptions area was
26 provided to give an explanation as to why it could not be met. Director
27 Fischer asked if the other four bidders met the District's requirements and
28 which ones met the District's needs from a technical and performance point
29 of view. Captain Herrick answered by referring to and explaining the
30 evaluation process results spreadsheet that was provided to the Board of
31 Directors. Drager had the highest rating. Director Epstein said if for no
32 other reason than the safety of our personnel, they should have the best
33 equipment. Director Murrieta asked about the large discrepancy in the off-
34 air results. Captain Herrick explained the off-air testing did include comfort,
35 weight, fit and function and the mobility when wearing the pack and this
36 might have had something to do with the discrepancy. Director Murrieta
37 stated the District has used Drager for over 20 years and there is something
38 to be said for familiarity.
39 Director Plastiras made a motion to accept Diamondback Fire & Rescue
40 (Drager) as the most responsive and responsible bidder for Bid #0910-100
41 for Forty-Five (45) Self-Contained Breathing Apparatus with Face Piece, Two
42 (2) Air Cylinders, Six (6) Additional Face Pieces and Three (3) Rapid
43 Intervention Crew Packs Concurrent with Grant #EMW-2008-FO-06140 in
44 the amount of \$226,500.08. Director Epstein seconded the motion. Director
45 Epstein said in his opinion, when lives are on the line, money should not be

1 an issue. Chairman Smith called for question. Ayes 5. Nays 0. Motion
2 passed.

3 Director Epstein asked what would happen to the old equipment. Chief
4 Brown said we would work with the manufacturer to possibly resell or donate
5 it.

6
7 **3. Discussion and Possible Action Regarding the Condition of the**
8 **Apparatus Floor at Station No. 11.** Chairman Smith said this was an
9 item Director Murrieta brought forward, along with some maintenance items
10 at the outlying stations. Chairman Smith said he opted to divide this item
11 up and would be willing to put the maintenance items on next month's
12 agenda as he feels the flooring at Station 11 is an item unto itself. Director
13 Murrieta said he would like to pursue investigating why we are having what
14 he considers failures with Station 11's apparatus flooring. Incline Station's
15 apparatus floor, which is over 50 years old, is in better shape than the new
16 floor at Station 11. He believes in five years the new floors are going to
17 need \$100,000.00 to \$200,000.00 in repair work. He thinks we need to
18 pursue the contractor, design team to try and figure out why we are having
19 these problems. He thinks the floor is going to look like Station 13's floor in
20 five years. He thinks we need to put the contractor and design team on
21 notice and would like to budget money for some investigation work.
22 Chairman Smith asked Director Murrieta what he saw that attributed the
23 floors to failing. Director Murrieta said the cracks, heaving and the material
24 used to fill the expansion joints. Chief Brown said the expansion joints were
25 cut after completion of the station but there was nothing in the design
26 specifications for the joint filling. The joints were filled by another
27 contractor, at the request of the District, as well as to strip the sealant that
28 was initially used on the floors which was not up to manufacturer's
29 specification. The floor stripping was done at the cost of the contractor,
30 West Coast and we bore the cost of expansion filling because it was never
31 part of the process when building the station. We opted to fill the expansion
32 joints due to concern about getting debris in the cracks and having them
33 expand. That was an oversight during construction and was not included in
34 the bid. Director Murrieta asked if the joint expansion was specified by the
35 engineer and/or architect and did the design team not include it in their
36 specifications. That is what we need to investigate. It is either going to be
37 a design issue or an installation issue. Chairman Smith questioned what the
38 definition of failure is. Concrete does crack and that is why you put control
39 joints in it, to control where the cracks occur. He looked at the floor and he
40 found some unevenness but attributed it to workmanship. Director Murrieta
41 thinks the contractor and design team should be put on notice and at
42 minimum, corrective maintenance should be done on the floor. Director
43 Fischer said this item should be put on next month's agenda. Legal Counsel
44 Menchetti said before anyone can be put on notice, more investigation needs
45 to take place. Director Plastiras asked how much a core sample of the
46 concrete would cost. Director Murrieta thought about \$500.00 to \$600.00.

1 However, if a legal report was needed, it could be as high as \$3,000.00.
2 Chairman Smith said typically test cylinders are taken. Director Murrieta
3 asked if core samples were taken on the day of the pour and where are
4 those results. Chairman Smith asked if we could pull the files and tabled the
5 discussion until next month's meeting with a possible field trip to Station 11.
6

7 **OLD BUSINESS:** None.
8

9 **Board of Directors Questions/Comments:** Director Epstein stated how
10 much he enjoys PIO Rancourt's press releases. They are very informative,
11 concise and well written.
12

13 **Fire Chief Report:** Chief Brown reported on ROCC (Regional Operations
14 Communications Committee). Captain Magenheimer has been detailed to
15 this program through grant funding. Meetings have been taking place with
16 Senators Ensign, Reid and Congressman Heller. Chief Brown will be flying to
17 Washington D.C. next week for a presentation, to both Houses, in regards to
18 regionalization issues and communication services throughout Northern
19 Nevada and California.

20 The Nevada Board of Fire Commissioners met last week to discuss fuels
21 management issues and Nevada Master Mutual Aid contracts. Chief Brown
22 received a lot of positive feed back about our Hand Crews.

23 An agreement with the State of Nevada Purchasing Department was reached
24 in order for the District's hand crews to perform contract project work for the
25 State of Nevada. The Board of Directors will approve any State of Nevada
26 contract project work for the Hand Crews.

27 At next week's Washoe County Commissioners meeting the Damonte Group
28 will be presenting an executive summary of their system of coverage
29 analysis report. This mainly deals with Truckee Meadows, Sierra Fire and
30 Reno Fire. They will be making some recommendations on county- wide
31 EMS issues.

32 Chief Brown had Legal Counsel read a letter of gratitude from Carson City
33 Fire Chief Giomi for our District's participation and coverage provided during
34 the funeral for their Battalion Chief Chrzanowski. Chief Brown said the
35 District's Honor Guard did an excellent job; and Chief Sommers was the
36 acting Battalion Chief for their District during the ceremony and other
37 members of our Staff went down to cover calls. Chief Brown was very proud
38 and grateful to all those who helped and participated.
39

40 **Assistant Chief Report:** Assistant Fire Chief McKay said the District has
41 been doing high-rise training, snow mobile and avalanche training. They
42 continue to dig out hydrants. Chief McKay ran a report that showed 240
43 hours, per year, per person is the national average standard for training.
44 Our District training hours total 353 hours, which is 7 hours short of 50%
45 above the national average. At the February Board of Directors meeting,
46 Chief McKay will have a Green Team utility usage comparison report.

1 **Fuels Division Chief Report:** Chief Szczurek said he is preparing the Fuels
2 Management end-of-year report and will have it ready for the February
3 Board of Directors meeting. It will also include their operating plan for the
4 upcoming fuels season. In regards to the state wide contract that was
5 mentioned by Chief Brown; we have been looking for projects to help offset
6 our off-season costs. Director Fischer asked if it would be possible to
7 receive a copy of the end of year report prior to the next month's meeting.
8 Chief Szczurek will try to accommodate his request.

9
10 **Business Manager Report:** Business Manager Cary reported on the
11 District's finances through December 31, 2009. Revenues collected were
12 \$6.3 million; our expenses were \$6.750 million. We are at a negative
13 \$448,000.00 at this moment. We were budgeted to be negative
14 \$183,000.00 at this point. The biggest difference is in our sales tax. Those
15 are behind by almost \$500,000.00. We will be beginning our budget process
16 and at next month's meeting, there will be a published schedule for the
17 Board of Directors. In mid-February the District will receive the State's
18 projections for the 2010 – 2011 fiscal year but the final numbers will not be
19 available until March 25th.

20
21 **Fire Marshal Report:** Fire Marshal Smith said Prevention has completed
22 their inspections of the local casinos. They have been working with the
23 property management company of the Tahoe Incline apartments in regards
24 to the carbon monoxide problem that was discovered last month. A
25 schedule has been set in place to replace the furnaces at that complex.

26
27 **Public Education/Information Officer Report:** Tia Rancourt said our
28 Paramedic Refresher was held last month at the Hyatt and was very
29 successful with over 150 participants. Upcoming events include Hug-a-tree
30 for the 4th graders, it is held in collaboration with the Nordic Search and
31 Rescue. Our annual blood drive will be February 12th at Station 11 from 8
32 a.m. – 5 p.m. Since 2002, the District has received over \$626,474 in
33 grants. Our fuels grants total over \$1.4 million. Total number of CPR
34 students trained during 2009 was 3,559 students.

35
36 **Battalion Chief Report:** Chief Sommers said the District's Winter
37 Awareness training will be taking place today and there will be one more
38 additional session.

39
40 **Meeting Adjournment.** Director Murrieta made a motion to adjourn the
41 meeting. Director Fischer seconded the motion. Chairman Smith called for
42 question. Ayes 5. Nays 0. Motion passed. Meeting adjourned at 1:06 p.m.

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Vicki Baumann, Secretary

Don Epstein, Vice-Chairman