

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

3
4 **November 18, 2009**

5
6 **LOCATION:** 863 Tanager, Incline Village, Nevada.

7
8 **MEETING CALLED TO ORDER:** Chairman Dale Smith called the meeting to
9 order at 12:00 p.m.

10
11 **MEMBERS PRESENT:** Dale Smith, Chairman, Don Epstein, Vice-Chairman;
12 Chris Plastiras, Secretary-Treasurer; Gene Murrieta, Director; Wayne Fischer,
13 Director and Vicki Baumann, Secretary.

14
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; Michael Schwartz, NLTFPD; Steve Alcorn,
18 NLTFPD; Sharon Cary, NLTFPD, Tia Rancourt, NLTFPD, Tony Robison,
19 Resident.

20
21 **APPROVAL OF AGENDA:** Director Plastiras made a motion to approve the
22 November 18, 2009 agenda as published. Director Epstein seconded the
23 motion. Chairman Smith called for question. Ayes 5. Nays 0. Motion
24 passed.

25
26 **NRS 241.020 RE: PUBLIC COMMENT.** None.

27
28 **APPROVAL OF MINUTES OF THE OCTOBER 21, 2009 BOARD OF**
29 **DIRECTORS MEETING.** Director Epstein made a motion to approve the
30 minutes of the October 21, 2009 Board of Directors meeting. Director
31 Fischer seconded the motion. Chairman Smith called for question. Ayes 5.
32 Nays 0. Motion passed.

33
34 **APPROVAL OF ACCOUNTS PAYABLE REPORT FOR OCTOBER 2009.**
35 Director Fischer made a motion to approve the Accounts Payable for October
36 2009 as published in the packet. Director Epstein seconded the motion.
37 Director Murrieta asked what the District bought from Sierra Electronics.
38 Business Manager Cary said some of the expense was for miscellaneous
39 parts and \$7,700 was to outfit the Fire Chief's vehicle with radios. Chief
40 Brown recently switched to another District vehicle. He is now driving one of
41 the District's vehicles that had less mileage on it and that vehicle needed an
42 upgrade of its radio equipment. Chief Brown said the District was budgeted
43 to get a new vehicle but chose not to do so at this time. Director Murrieta
44 asked about the \$68,000 payment to the Washoe County Sheriff's Office. It
45 was for the District's quarterly payment for Dispatch. Chairman Smith called
46 for question. Ayes 5. Nays 0. Motion passed.

1 APPROVAL OF THE OCTOBER 2009 MONTHLY MANAGEMENT REPORT.

2 Director Fischer made a motion to approve the October 2009 Monthly
3 Management Report as published in the packet. Director Plastiras seconded
4 the motion. Director Murrieta had a question about the absent hours as
5 compared to the previous month. Director Murrieta said the numbers are
6 proportionally off and asked if there was some reason for that. Director
7 Murrieta said September's overtime equaled 3956 hours with roughly 2000
8 hours in absenteeism. October's report shows 2007 absenteeism hours with
9 only 1125 overtime hours, he was wondering about the discrepancy and if
10 the District was not covering those hours. Chief Brown said he would have
11 to look into the situation and would have an explanation for him at the next
12 Board of Directors meeting. Chairman Smith called for question. Ayes 4
13 (Directors Smith, Epstein, Plastiras and Fischer). Nays 1. (Director Murrieta)
14 Motion passed.

15
16 **LEGAL COUNSEL REPORTS:** None.

17 NEW BUSINESS:

18 **1. Discussion and Possible Action in Regards to Holding a December**
19 **16, 2009 North Lake Tahoe Fire Protection District's Board of**
20 **Directors Meeting.** Chairman Smith said the question is whether or not to
21 have the monthly Board of Directors meeting in December. Director
22 Plastiras said he would like to leave it up to the Chief's discretion unless a
23 Board member has something pertinent that would necessitate holding a
24 December meeting. Director Murrieta asked if they should decide on this
25 after the Executive Session. Chairman Smith agreed and tabled the
26 discussion until after the Executive Session.
27

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29 **OLD BUSINESS:** None.

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

32
33 **Fire Chief Report:** Chief Brown said he would be attending a 911
34 Emergency Response Meeting, tomorrow. One of the agenda items, at this
35 meeting, is to get the approval to purchase upgraded software for Dispatch
36 at the cost of \$94,000. This will benefit our customers, law enforcement,
37 EMS providers and our District.

38 The Lake Tahoe Fire Chiefs Agreement is in the process of being rewritten.
39 This agreement is used both within the Basin and outside the Basin for
40 response during emergencies; not just wildfire, as well as EMS, hazardous
41 materials, etc. Under this agreement, we are able to order equipment for
42 our immediate needs for any major disaster, should it occur within our
43 District.

44 Staff has been involved in the process of evaluating and now preparing the
45 bid request proposal for the District's Self-Contained Breathing Apparatus
46 (SCBA). The District received a \$241,000 grant towards the purchase of the

1 SCBA's. Staff will bring a recommendation proposal to purchase the SCBAs
2 before the Board of Directors at the January 20, 2010 meeting.
3 Yesterday a Hazardous Material Disaster Drill took place here in Incline
4 Village. Chief Brown thanked the Board of Directors and the community for
5 allowing us to participate in this drill. These drills not only provide valuable
6 training to the District's Staff but in the long run are beneficial to our
7 community's safety as well.

8
9 **Assistant Chief Report:** Assistant Fire Chief McKay said training for the
10 past month included the first two classes for the Fire Officers certification.
11 The second round of fire hydrants testing is being completed. A lot of
12 training has been taking place on pre-trip inspections; driving tests will
13 follow.

14
15 **Fuels Division Chief Report:** Chief Szczurek said at last month's meeting
16 he had reported there would be no understory burns this season. However,
17 due to a change in the weather conditions, they were able to burn fourteen
18 acres. The Fuels program has downsized their staffing as of last week. They
19 hope to maintain a staff of 9 full time and 11 seasonal employees who will
20 remain on payroll, depending on the work load. The chip transfer station is
21 closed; it was very successful for the short amount of time that it was open.
22 We hope to reopen it next summer. Fuels received the cable yarder and
23 they were able to test it out. It was disassembled for the winter. It will help
24 us get the product off of steep slopes and out stream zone areas and gives
25 us an alternative to pile burning.

26
27 **Business Manager Report:** Business Manager Cary reported on the
28 District's financial statement for the first quarter of this fiscal year. The
29 District's total revenues collected so far this year is \$3,156,000.00; we were
30 budgeted to collect almost \$3,400,000.00. Our total operating expenses,
31 including wages, benefits, were budgeted to be \$3,296,000.00 and we were
32 budgeted to spend \$3,400,000.00. The bottom line is, we currently have a
33 negative of \$140,000.00 as compared to a budgeted amount of \$91,000.00
34 negative. This has to do with the timing of revenues as we do a straight
35 line budget, which means we don't budget according to the way the
36 revenues come in. Director Plastiras added the new PERS rate and the
37 medical insurance increase has not gone into effect yet. It will take affect in
38 October.

39
40 **Fire Marshal Report:** Fire Marshal Smith said Prevention is conducting
41 their business and casino inspections.

42
43 **Public Education/Information Officer Report:** Tia Rancourt reported
44 during Fire Prevention Week 533 students were reached through station
45 tours. We added snow removal safety to this year's program with the help
46 of Washoe County. We also did a winter safety program for the Incline

1 Senior group. The Paramedic Refresher program is December 2 – 4th. CPR
2 has taught a total of 2,440 students, year-to-date.

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4 **Battalion Chief Report:** Chief Schwartz reported on the senior program
5 and the Operation Deadly Hazardous Material Drill. The drill was a
6 successful multi-agency operation. To date, the 14th Annual Paramedic
7 Refresher has over 100 participants registered. The District is taking steps
8 to protect our work force against the H1N1 virus.

9

10 **Executive Session:** Chairman Smith recessed the regular session to move
11 into an Executive Session pursuant to NRS 228.220 to discuss matters with
12 its Management Representative. The Board of Directors entered their closed
13 session at 12:35 p.m. and ended their Executive Session at 1:00 p.m.

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15 Chairman Smith reopened the regular session at 1:00 p.m.

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17 **CONTINUATION OF NEW BUSINESS:** Director Plastiras made a motion to
18 cancel the December 16, 2009 Board of Directors Meeting. Director Murrieta
19 seconded the motion. Chairman Smith called for question. Ayes 5. Nays 0.
20 Motion passed.

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22 **Meeting Adjournment.** Director Epstein made a motion to adjourn the
23 meeting. Director Fischer seconded the motion. Chairman Smith called for
24 question. Ayes 5. Nays 0. Motion passed. Meeting adjourned at 1:05 p.m.

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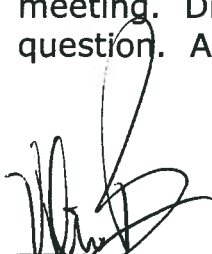
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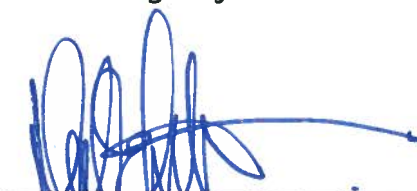
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Vicki Baumann, Secretary

Chairman