

1 Chief Sommers welcomed guests present and thanked the Board of
2 Directors. Chief Sommers began by saying that NLTFPD would like to
3 recognize Assistant Fire Chief Bryan Calder on his retirement. Chief
4 Calder joined the District in 1999 initially as a Firefighter, then went
5 through Medic School while on shift, performed as a Paramedic, then
6 promoted to Captain, followed by Battalion Chief and ultimately
7 Assistant Fire Chief.

8
9 Chief Sommers complimented Assistant Fire Chief Calder for the
10 excellent things he did for this District, especially working under Chief
11 Sommers himself. Chief Sommers stated that as his Assistant Chief,
12 Chief Calder really brought the Department up to where it needed to
13 be after following the Tax Revolt situation we had to go through, which
14 had a huge impact to our Budget that affected personnel. Chief
15 Sommers said that if it were not for Assistant Fire Chief Calder's
16 leadership, we would not be back up to where we are today. Chief
17 Sommers added that Assistant Fire Chief Calder did excellent for this
18 Fire District; Chief Sommers complimented Assistant Fire Chief Calder
19 on being a great leader, great supervisor and he would like to
20 recognize Assistant Fire Chief Calder for his twenty-one years of
21 service with North Lake Tahoe Fire Protection District. Assistant Fire
22 Chief Calder came to us from City of Sparks Fire; he was a teacher
23 before that. Chief Sommers Thanked and Congratulated Assistant Fire
24 Chief Calder and said he appreciated him for everything he did for us
25 and wished him a Happy Retirement.

26
27 With that, Chief Sommers presented Assistant Fire Chief Calder with a
28 Shadowbox made in his Honor as well as a photo of him and his family
29 that everybody in the District signed with well wishes.

30
31 Chief Sommers introduced Union President Jeff Byrne to present
32 Assistant Fire Chief Calder with a Retirement Gift from the Union.
33 Union President Byrne began by saying that he had the pleasure of
34 working with Assistant Fire Chief Calder for the past twelve years.
35 First, when Assistant Fire Calder was a Captain, then when he was
36 Battalion Chief and until his retirement as Assistant Fire Chief.

37
38 Union President Byrne presented the Union gift that was hand made by
39 Firefighter/Paramedic Jason Knight and added that the Union and
40 everyone appreciates everything Assistant Fire Chief Calder has done
41 for everyone. The Union gift was the American Flag made out of
42 recycled hoses and a nozzle.

43
44 Assistant Fire Chief Calder began by thanking the Union and stated he
45 appreciates the Union for the gift, as it was a special request he had
46 asked FF/PM Knight to make for him but he was not expecting it today.

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Assistant Fire Chief Calder stated that this organization provided him with so many opportunities, and looking back, he is blown away, as it has been a privilege to be at this District. Assistant Fire Chief Calder said he spent the last three years as Assistant Fire Chief, before coming over from the responding side, where they are responding on the engines, and living at the stations, and elaborated on how it was a super difficult step to take because your relationships with people change and your lifestyle changes too. Assistant Fire Chief Calder added that his wife encouraged the change to Assistant Fire Chief when he was not sure he wanted to. Assistant Fire Chief Calder added that Chief Sommers had just started as Fire Chief when he became Assistant Fire Chief and they were trying to figure out how Chief Sommers was going to do it, if he would do things his way, or the old way. Assistant Fire Chief Calder said that working for Chief Sommers was an amazing experience for him, he learned so much. In going to all the meetings he had to attend as Assistant Fire Chief, Chief Calder said all those meetings broadened his perspective on how great this District is. How special the community is, the support the Board gives the District, the support our community and the quality of people that work here. He added that when the line personnel responding to a call are doing a great job, it makes the job a lot easier.

Assistant Fire Chief Calder stated he appreciated the way Chief Sommers allowed him to do his job and his excellent leadership and complimented Chief Sommers on the respect he has for other Chiefs in the area. Assistant Fire Chief Calder thanked everybody.

Assistant Fire Chief introduced and thanked his family for their continued support and added this career gave him the opportunities to be able to do many things with his kids otherwise, he would not have been able to do.

Kristie Calder, Assistant Fire Chief Calder's spouse, thanked the NLTFPD Family for the Blessing this District has been to the Calder Family. Mrs. Calder added that the District is like family to them and thanked everybody for taking care of Assistant Fire Chief Calder while he was away from home. Mrs. Calder thanked Chief Sommers for his leadership and for being such a great Fire Chief.

Chairman Herron thanked Assistant Fire Chief Calder on behalf of the Board, she added his service was greatly appreciated.

Director McKay added that it had been a pleasure working with Assistant Fire Chief Calder and watching him fill positions within the District. Director McKay stated he always knew Assistant Fire Chief Calder

1 would go far and he is glad he chose to do that. Director McKay gave a
2 message to the Shift present at the meeting saying that the best way
3 we can continue to be determined to do this job is if people step up to
4 that plate and work to keep the place the way we want it to be.

5
6 Chairman Herron excused guest presents to enjoy snacks in the
7 kitchen.

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9
10 **2. Discussion and Possible Action of the Adoption and Resolution**
11 **for the Washoe County Regional Hazard Mitigation Plan**
12 **(RHMP), presented by Chief Sommers.**

13
14 [https://www.washoecounty.us/em/2020_proposed_hazard_mitigation](https://www.washoecounty.us/em/2020_proposed_hazard_mitigation_plan/index.php)
15 [_plan/index.php](https://www.washoecounty.us/em/2020_proposed_hazard_mitigation_plan/index.php)

16
17 Chief Sommers said he has been talking about the Regional Hazard
18 Mitigation Plan for a couple of meetings now and he said Washoe
19 County has a final product. A copy of the plan had not been printed for
20 the Board, but the website link to the plan was provided on the
21 Agenda, as well as a Memo and Resolution that will be provided to the
22 Board.

23
24 Chief Sommers added that there is an explanation in the Memo, but
25 that adopting this plan this is a requirement of the Federal Emergency
26 Management Agency, (FEMA). The District learned of this because we
27 put in for a Defensible Space Evaluation (DSE) Inspector through the
28 State of Nevada, and were advised that we were not going to get it
29 because we did not have a Regional Hazard Mitigation Plan. Chief
30 Sommers said that to a degree this was incorrect to a degree because
31 we had always fallen underneath the Washoe County Plan, by default,
32 or so he thought. FEMA however did not see it that way. In turn, they
33 have taken our Board Adopted Codes and Regulations and
34 implemented them to the plan especially our 2018 Building Codes and
35 the Wildland Urban Interface Codes (WUI) portion.

36
37 Chief Sommers added that he attended a few meetings provided the
38 details needed to add information to the plan. Chief Sommers said this
39 plan pertains to the entire County, so we will see many items like
40 flooding, not the localized flooding we experience here, but the more
41 like the Lemon Valley Lake and the flooding they are experiencing in
42 the valley, Chief Sommers added that all that information is
43 encompassed in the packet.

44
45 Chief Sommers is bringing forward what the Emergency Management
46 has asked him to do. FEMA would like to have the NLTFPD Board of

1 Directors, adopt the plan, so it can be taken before the Washoe County
2 Board of County Commissioners so that they can to adopt it with the
3 support of NLTFPD, and the other entities such as Truckee Meadows
4 Fire, City of Sparks Fire, City of Reno Fire, Pyramid Lake Fire, Paiute
5 Tribe Fire and the Reno Sparks Indian Colony Fire. Additionally, they
6 would like the Board to adopt a resolution stating such.
7 Chief Sommers said he could answer any questions the Board may
8 have on the plan itself. Chief Sommers reiterated that it is a County
9 Wide Plan, we are listed as a participant, and Washoe County would
10 like to see that we adopt this plan so that it looks and flows better for
11 the County Commissioner to adopt.

12
13 Chairman Herron asked if there were any questions for the Chief on
14 this matter, there were no questions.

15
16 Chairman Herron added that she would like to improvise the language
17 to include Resolution 20-01.

18
19 Director Bremer entertained a motion to adopt the Washoe County
20 Regional Hazard Mitigation plan and authorize the Chair to execute
21 Resolution 20-01.

22
23 Director McKay seconded the motion, no further questions from the
24 Board.

25
26 Motion passed unanimously.

27
28 **3. Discussion and Possible Action of the Short Term Rental Fee**
29 **Schedule, presented by Chief Sommers.**

30
31 Chief Sommers said that we currently have a fee schedule in place for
32 Prevention, specifically for Building Permits. He added that with the
33 Short-Term Rental's (STR's) Policy coming out and a procedure on how
34 to deal on those STR's, as it has always been an understanding that
35 NLTFPD does not want to relinquish any Life Safety aspect of this
36 proposed plan by Washoe County when it comes to STR's. Chief
37 Sommers stated that NLTFPD would be inspecting STR's. When the
38 applicant files for permit within Incline Village and Crystal Bay, in
39 doing that, the District would like to charge for it and still try to leave
40 this program cost neutral to the District.

41
42 Chief Sommers is asking for the authorization from the Board, for
43 himself and Interim Fire Marshal Donohue, to negotiate the Inspection
44 cost with Washoe County, Chief Sommers added that tentative soft
45 numbers would \$90.00 an hour for the Short-Tem Rentals; Chief
46 Sommers said that in comparison we currently charge \$87.00 an hour

1 for Building Inspections, \$3.00 more. The caveat to that is it mirrors
2 Washoe County's Fees as well, so if somebody was to walk in, and do
3 a permit in Reno they are paying the same thing as they are here.
4 Chief Sommers said that, Washoe County does not have to decide for
5 what we do or do not do, but rather it is streamlining the process.
6 Chief Sommers stated that when they take these fees, Construction
7 sites for example see the monetary amounts them within 48 hours of
8 being paid. Interim Fire Marshal Donohue added that it all depends
9 when the fees fund the General Ledger (GL) accounts, but typically,
10 within thirty days we are reconciling those accounts.

11
12 Chief Sommers said we have not foreseen any issues with the
13 collection on the Construction side and he does not see any issues
14 collecting these fees on the STR's side. He asked Washoe County for
15 hard numbers but they are still in talks.

16
17 Chief Sommers advised the Board that we will see a flat fee for initial
18 STR's, if it does stay \$90 an hour, of \$180.00, because we are
19 expecting that initial inspection to be two hours, then after the initial
20 inspection, the renewal should not be as much. Chief Sommers added
21 that the renewal process is still in the works.

22
23 Chief Sommers would like to bring this information to the Board as
24 well as the fee information that is out there.

25
26 Chairman Herron's recollection is that the Board passed the
27 Construction fees via Resolution.

28
29 Interim Fire Marshal Donohue confirmed it was Resolution 16-1.

30
31 Chairman Herron said that we would just have to amend Resolution
32 16-1
33 to incorporate this fee and if Washoe County takes a cut off this fee or
34 if this was a straight pass through.

35
36 Chief Sommers stated that it was a straight pass through.

37
38 Chairman Herron asked if there were any other questions.

39
40 Director Costalupes asked if we are allowing two hours for inspection,
41 because of the application processing, the administration work and the
42 field work.

43
44 Interim Fire Marshal Donohue answered that yes that was correct, that
45 is why the initial fee for the permit, would be the \$180.00 to cover a
46 processing fee and to go out and do the physical inspection.

1
2 Director Costalupes asked if the inspection comes in under the two
3 hours, would we credit the applicant, or would it be charged
4 accordingly to the time spent.

5
6 Interim Fire Marshal Donohue answered that we are just charging that
7 initial fee of \$180.00 just the initial permit fee. We are mirroring of
8 what the County is doing.

9
10 Director Costalupes stated that this is great for the people that want to
11 do this legally and get permits. He also added that in his scope of
12 work, he is pulling permits and doing things how they are supposed to
13 be, but he also sees that there are people that fly under the radar
14 without permission and make up their own rules and do not follow the
15 actual rules. Director Costalupes asked if there would be any
16 enforcement.

17
18 Interim Fire Marshal Donohue answered that right now, all of
19 enforcement is handled by Washoe County. They are contracting with
20 a third party service that is scrawling websites, like VRBO, Airbnb daily
21 to see if they can capture an accurate number. There has been no set
22 policy but they do intend to enforce.

23
24 Director Costalupes thanked Interim Fire Marshal Donohue for the
25 information.

26
27 Director Cross asked that as part of fees to we have to go re-inspect or
28 take enforcement action, will that also be billed at \$90 an hour fee to
29 go out deal with that plus a fine, or will it be part of the initial cost
30 structure that will be put in place, and how we will deal with that?

31
32 Interim Fire Marshal Donohue answered that, she believes it will fall
33 back on our existing fee structure, since they will already be obtaining
34 a permit. Then, since we will be able to capture those fees if we find a
35 violation, and we have to do reoccurring inspections, it is anticipated
36 that our currently adopted fee schedule would be used to cover those
37 expenses and invoice accordingly.

38
39 Director Cross added that he is in hopes that people will be compliant.

40
41 Legal counsel Menchetti advised that Chief Sommers is looking for
42 approval of the proposed Short Term Rental Fee Schedule. He also
43 confirmed we did not need to amend a Resolution as we are just
44 dealing with a schedule.

45

1 Director McKay made a motion to authorize Chief Sommers and
2 Interim Fire Marshal Donohue to negotiate with Washoe County for the
3 Short Term Rental Fee schedule. Director Bremer seconded the
4 motion.

5
6 Chairman Herron, asked if there were any other comments. There
7 were no additional comments.

8
9 Chairman Herron called the question, all in favor, no opposition.

10
11 Motion passed unanimously.

12
13 Chief Sommers thanked the Board.

14
15 **OLD BUSINESS:**

16 Nothing to report.

17
18 **REPORTS:**

19
20 ***Legal Counsel Reports – (Legal Counsel, Geno Menchetti)**

21
22 No report from Legal Counsel.

23
24 ***Board of Director Comments/Reports:**

25
26 No report/comments from Board of Directors.

27
28 ***Fire Chief's Report.**

29
30 Chief Sommers reported that he has attended a meeting for a Public
31 Safety Pier, which is gaining ground. There was a meeting last month,
32 as they are usually meeting the last Friday of the month at the Forest
33 Service office in South Lake Tahoe. Chief Sommers said that Districts
34 are coming together in the same room to talk about piers around the
35 Lake. TRPA again has authorized five public safety piers, one for each
36 County and NLTFPD is pursuing the pier at Sand Harbor.

37
38 Chief Sommers will be meeting with State Parks and Nevada Division
39 of Wildlife, (NDOW) next week hopefully. Tahoe Douglas is looking
40 around but one area they would like to look at is Cave Rock. Chief
41 Sommers explained that there is a caveat to that, and that is, NDOW
42 is going to step up and do their best to secure a Grant from the United
43 States Coast Guard for two piers, on the Nevada side of the Lake.
44 Their stipulation is that the pier is on State Park Land, meaning one at
45 Sand Harbor and the other at Cave Rock.

46

1 Chief Sommers reported that the meeting was good since there has
2 been a lot of talk of what would be on the pier that Chief Sommers
3 never even fathomed. Chief Sommers said that Law Enforcement
4 wants an impound lift for our boat and the Sheriff's boat, there is a lot
5 of talk, and Chief Sommers is not saying that all will be approved, but
6 headway is being made so that Law Enforcement, First Responders,
7 and Fire Personnel will have lift on a Public Safety Pier.

8
9 Chief Sommers, although still needs to be determined, believes that
10 the requirement of the Grants are three years after construction of the
11 pier is completed. Chief Sommers added that we will be working as
12 fast as we can to comply with the Grant.

13
14 Chief Sommers referred to the last meeting where Director McKay
15 inquired about the Apollo Group and Chief Sommers reported that he
16 has not heard anything on the Good Neighbor Authority. Additionally,
17 Chief Sommers said that we are still waiting to hear from NDF on that
18 as well as a couple other things and issues we are dealing with them
19 on.

20
21 Chief Sommers reported that as far as Dispatch went, he has a letter
22 on his desk from Washoe County with hard numbers of our increase.
23 Chief Sommers said that if there are three options, the least amount
24 for one of the options, the least amount that we would be increased to
25 pay for Dispatch fees is about \$300,000.00. It would go from the
26 current \$300,000.00 to \$600,000.00. Then we would have to go back
27 as there are stipulations that would not work for NLTFPD. Chief
28 Sommers reiterated that it will not work for us, we have been down
29 that road, and it does not work. He also added that the way the
30 Dispatch center needs to be ran is with a Director, as they currently do
31 not have one; there are five Supervisors but Customer Service from a
32 client standpoint is less than to be desired, and that is almost \$1.2
33 million dollars that we would be paying in Dispatch services.

34
35 Chief Sommers informed the Board that Grass Valley has supplied soft
36 numbers that had just been redefined about an hour prior to the
37 meeting when the Chief from Grass Valley stopped by and met with
38 Chief Sommers and Battalion Chief Green. The amount that we would
39 pay Grass Valley is less than what we pay now and there could
40 potential be some savings there. Chief Sommers added that there is
41 more to come on that.

42
43 Chief Sommers also reported that next week he would be participating
44 in the Sierra Front Team Selection process. Chief Sommers said that
45 his name is on the Roster for two or three areas and he will see where
46 he is assigned.

1
2 Chairman Herron asked Chief Sommers if he wanted to talk about his
3 assistance for the next Board Meeting.

4
5 Chief Sommers stated that during the March BOD meeting he would in
6 Hawaii. He will be gone from March 16, 2020, through March 26,
7 2020, which is during the week of the meeting. Chief Sommers added
8 he could call in for the meeting, or it could be rescheduled or canceled.

9
10 Chairman Herron asked the Board Members if they were okay to
11 cancel the March 2020 BOD if they did not have any business items
12 and if there was a need for a meeting if Chief Sommers could call in?

13
14 Chairman Herron agreed that March BOD Meeting would be cancelled
15 and if needed, meeting would be held and Chief Sommers could call in.

16
17 ***Chief Officers Reports.**

18
19 Battalion Chief Green reported that the District has two new
20 employees that graduated from the Academy and they have now been
21 on the line for a month, and both are progressing well. One new
22 employee is on Battalion Chief Green's shift.

23
24 Battalion Chief Green added that this month for training they are doing
25 Mayday Fire Survival, the training is being conducted at a large
26 structure that was donated to the District; she added that it was nice
27 to have a structure to train in versus trying to find something for
28 training.

29
30 Battalion Chief Green took a moment to Thank Director Cross, as he
31 came by the fire on Jeffrey Street and brought coffee and donuts for
32 the Crew, she added that it was much appreciated as it was an early
33 morning.

34
35 ***Fire Prevention Reports.**

36
37 Interim Fire Marshal Donohue also thanked Director Cross for bringing
38 the donuts and coffee, she added that the family was very grateful and
39 it was very significant for them under the circumstances.

40
41 Interim Fire Marshal Donohue reported that there was a structure fire
42 on Monday; she also reported minor damage all things considered, and
43 confirmed that everybody in the home evacuated safely.

44
45 Interim Fire Marshal Donohue added that last week, the District
46 responded to a vehicle fire, at Mt. Shadows Condominium Complex;

1 which could have been devastating considering the parking structure is
2 below residential units above. However, the fire was controlled by one
3 sprinkler head; and Interim Fire Marshal Donohue complimented the
4 responding shift on the great job they did and thanked them for their
5 efforts.

6
7 Interim Fire Marshal Donohue provided stats from the month of
8 January 2020, which consisted 21 regular working days for Fire
9 Prevention Staff. In those regular working days for Fire Prevention
10 Staff, 125 inspections were completed, 36 plan reviews were
11 completed, four construction permits were issued, and those permits
12 are relevant to Fire Sprinklers, Fire Alarms, and re-siding or special
13 event projects. Lastly, two local burn permits were issued.

14
15 Interim Fire Marshal Donohue also reported that Fire Prevention billed
16 just under \$4,000.00 in NLTFPD Permit Fees, meaning sprinklers,
17 alarms, re-siding and those types of things. Fire Prevention also billed
18 just under \$2,000.00 in Washoe County Building Review and
19 Inspection fees.

20
21 Interim Fire Marshal Donohue lastly reported Fire Prevention did not
22 investigate any fires and they participated in four hours of training.

23
24 ***Fuels Management Reports.**

25
26 Chief Powning reported Fuels had been pile burning up until last week,
27 due to rapid dry out, they are spending more time making piles, and
28 they are holding off on burning. Chief Powning added that crews are
29 out in Tahoma doing tree falling.

30
31 Chief Powning said we are still currently in discussions with NV Energy
32 about them utilizing our resources to help them. Their new SP329
33 requirements, still has many things to still work. There will be more to
34 come down the road.

35
36 Chief Powning added that Fuels is currently holding their hiring process
37 for Seasonal employees, they are interviewing now. He also said that
38 there would be funding this year for two DSE Inspectors and
39 announcement is out, as well as for a Crew Captain.

40
41 ***Business Manager Reports.**

42
43 Chief Sommers reported that Business Manager Cary is out due to a
44 surgery; however, she did not have anything to report.

45
46 ***Public Education Information Officer Reports.**

1
2 PIO Rancourt, Winter Wilderness Survival Program was taught last
3 week at Incline Elementary School alongside Tahoe Nordic Search and
4 Rescue and the on duty crews who helped with that. They taught a
5 total of 57 students.

6
7 PIO Rancourt announced that there will a Blood Drive on March 27,
8 2020 and information regarding the Blood Drive is out.

9
10 PIO Rancourt said she is working on plans for the summer; there is the
11 NV Wildfire Awareness Month and Lake Tahoe Wildfire Awareness
12 Month, which was moved to July, as there will be more people in the
13 area and we will have a better turnout.

14
15 PIO Rancourt said that we successfully closed out the FEMA Grant
16 thanks to the help from the Board with passing the Policies and
17 Procedures in regards to Purchasing and Inventory. The module has
18 been submitted and closed out. PIO Rancourt is in hopes that we do
19 not hear anything else back from FEMA.

20
21 PIO Rancourt also said that the Grant application period is open, so the
22 District is taking a look at submitting for another Grant.

23
24 PIO Rancourt lastly reported that for CPR, there were 89 classes and a
25 total of 109 students.

26
27 No questions. End of Report.

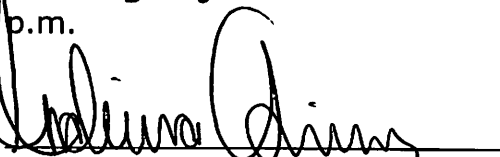
28
29 ***Local 2139 Union Reports.**

30
31 President Byrne reported that everything is running smoothly on the
32 Union side so there is no new business. President Byrne thanked the
33 Board for their time.

34
35 **NRS 241.020 RE: PUBLIC COMMENT. This is a time for the public to**
36 **comment on any matter, whether or not it is Included on the agenda**
37 **of this meeting.**

38
39 There were no public comments made at this time.

40
41 **Meeting Adjournment.** Chairman Herron adjourned the meeting at 12:32
42 p.m.

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44
45 
46 Andreina Quiroz, Secretary


Susan Herron, Chairman