

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

September 15, 2021

LOCATION: 863 Tanager, Incline Village, Nevada.

MEETING CALLED TO ORDER: Chair Herron called the meeting to order at 12:00 p.m.

***Roll Call of the North Lake Tahoe Fire Protection District Board of Directors:** Upon roll call, the following Board Members were present: Susan Herron, Chairman; Art Cross, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Greg McKay, Director; James Costalupes, Director.

***Guests present:** Fire Chief Ryan Sommers, NLTFPD; Assistant Fire Chief Russell Barnum, NLTFPD; Battalion Chief Jeff Sambrano, NLTFPD; Business Manager Sharon Cary, NLTFPPD; Legal Counsel, Alex Velto; Division Chief Isaac Powning, NLTFPD; Jeff Byrne, Union President; Administrative Assistant/Board Secretary Andreina Quiroz, NLTFPD; Fire Marshal Jennifer Donohue, NLTFPD; Inspector Patrick Mooneyhan, NLTFPD; Logistics Manager Alan Green, NLTFPD; Captain Jed Horan, NLTFPD; FF/PM Sam Piper, NLTFPD; Captain Jed Horan, NLTFPD; FF/PM Bruce Toy, NLTFPD; Captain Dale Spieker, NLTFPD; Engineer Micah Wilcock, NLTFPD.

Approval of Agenda: Approved as submitted.

***NRS 241.020 RE: Public Comment. This is a Time for the Public to Comment on any Matter, Whether or Not it is Included on the Agenda of this Meeting.** There were no public comments.

CONSENT AGENDA: Approved as submitted.

Approval of Minutes of the May 19, 2021 Board of Directors Meeting.

Review of Accounts Payable for May 2021.

Review of Accounts Payable for June 2021.

Review of Accounts Payable for July 2021.

Review of Accounts Payable for August 2021.

Approval of the May 2021 Monthly Management Report.

1
2 Approval of the June 2021 Monthly Management Report.

3
4 Approval of the July 2021 Monthly Management Report.

5
6 Approval of the August 2021 Monthly Management Report.

7
8 **NEW BUSINESS**

- 9
10 **1.** Recognition of Engineer Scott Zimmerman's 20 years of service and
11 retirement from NLTFPD, presented by Chief Sommers.

12
13 Chief Sommers asked Engineer Zimmerman to please step forward.
14 Chief Sommers stated Engineer Zimmerman joined us from Carson
15 City Fire where he had been at for two and a half years, he joined
16 NLTFPD as a Paramedic in 2001, and promoted to Engineer in 2008
17 up until his retirement this year. Chief Sommers thanked and
18 congratulated Engineer Zimmerman on his retirement and
19 presented him with his shadowbox.

20
21 Engineer Zimmerman thanked the district for the opportunity, for
22 the last 20 years of supporting him and his family, as it has been
23 amazing, so amazing that he has two sons on shift today. Engineer
24 Zimmerman addressed the line personnel thanking them for all of
25 the adventures, fun and good times, the hard work, all the training,
26 as he will miss them all. He added that it was an awesome ride, he
27 is appreciative, again he thanked everyone and stated he is so
28 happy that he was able to work for NLTFPD.

29
30 Chief Sommers stated Engineer Zimmerman announced his
31 retirement on the day he could take his badge off and pin it on his
32 son at the graduation from the academy in Carson City.

33
34 Chief Sommers and Chair Herron excused guests for desserts.

- 35
36 **2.** Discussion of and Possible Action Regarding the Board of Directors'
37 Performance Evaluation of Fire Chief Ryan Sommers and Possible
38 Action to provide an increase in his annual compensation.

39
40 Chair Herron thanked the Directors for submitting the reviews.
41 Chair Herron referred to page 30, where a compilation of the
42 reviews could be found. She recognized that Chief Sommers overall
43 performance rating was 4.87 out of 5, she congratulated Chief
44 Sommers and added that he is appreciated.

1
2 Chair Herron said she would open to floor to comments and
3 motions.

4
5 Business Manager Cary asked to make a change to page 33, the
6 salary Sheet and comparisons adding that the budgeted amount
7 should be 2021-2022.

8
9 Chair Herron asked if there were any comments and referred to
10 Vice-Chair Cross as she believed he had things to say.

11
12 Vice-Chair Cross replied he could wait as he was not in any hurry.

13
14 Director McKay stated Chief Sommers does an exceptional job for
15 this organization and for this community, and he looks at what
16 other Chiefs in the basin do and what Chief Sommers does and
17 there is no comparison, not even close.

18
19 Vice-Chair Cross added he has seen four Chiefs in this district, and
20 he has worked with all four of them in all different capacities, and
21 Chief Sommers is hands down the best. Vice-Chair Cross stated
22 Chief Sommers walks on water in his book, and although there is
23 always room for improvement, Vice-Chair complimented and
24 thanked Chief Sommers for serving the community so well.

25
26 Chief Sommers thanked Vice-Chair Cross.

27
28 Chair Herron asked if there were any other comments.

29
30 No further comments.

31
32 Chair Herron asked if there was a motion for an increase in Chief
33 Sommers annual compensation.

34
35 Vice-Chair Cross stated he would like to discuss Chief Sommers
36 annual compensation and moved to the guest sitting area.

37
38 Vice-Chair Cross began by saying he has no problem with giving
39 Chief Sommers a pay raise. But things that go through his mind are
40 spending the taxpayers' money wisely, and recognized that we do a
41 good job at that but we have a lot outgoing expenses on
42 equipment, and he believes we need to invest in people, as we are
43 seeing not only community but nationwide the need to fill jobs.
44 Vice-Chair Cross stated he was taught that the troops eat before

1 the Generals, and currently the wildland fire crews make \$15.00 to
2 \$19.00 per hour; Vice-Chair Cross asked when the last time
3 wildland hand crews received a raise, as he believes it was about
4 three years ago.

5
6 Division Chief Powning (DC Powning) replied, wildland hand crews
7 had a pay raise three years ago.

8
9 Vice-Chair Cross stated that at \$15-\$19 an hour, his teenage kids
10 made more than that this year at their summer jobs. He added that
11 while thinking about Chief's compensation, this weighs heavily on
12 him as a community member to know there are other people that
13 need the money and could use a pay raise. Vice-Chair Cross stated
14 they are not untrained professionals and probably saved South
15 Shore as a group from the Caldor Fire with their professionalism
16 and he would like to see our focus be more encompassed than
17 Chief's compensation, and he knows that the Union represents the
18 line personnel, but we need to take care of everybody in the
19 district, keep good people here and make people want to stay here.

20
21 Vice-Chair Cross added that when we are ready to discuss
22 improvements and compensation for wildland hand crews and the
23 Union- Line Firefighters and Paramedics he believes it would be a
24 more appropriate time to discuss more additional any compensation
25 for Chief Sommers.

26
27 Business Manager Cary wanted to make it clear that although
28 wildland hand crews may start out their first season at a lower rate
29 but if they really perform there is an increase mid-season, and as
30 they return, they're paid at a higher rate as they have already gone
31 through the year of training.

32
33 Vice-Chair Cross referred to the \$15-\$19 range.

34
35 Business Cary Manager replied yes, the range is correct but some of
36 them are making \$17.00 per hour and probably a new employee is
37 making \$15.00.

38
39 Vice-Chair Cross asked if it was safe to say that a \$19 range is
40 probably for a Squad Leader.

41
42 Business Manager Cary replied there are different categories and
43 Squad Leader are in a higher range.
44

1 Vice-Chair Cross stated that these are things that weigh in his mind
2 as Chief Sommers was given a 5% raise last year and it is worth
3 every penny of it but in his mind, there are other things to think
4 about as a citizen taxpayer.
5

6 Chair Herron asked if there were any other comments.
7

8 Director Costalupes stated compensation is based on performance
9 not tender, Chief Sommers is performing at A+ standards, but
10 Director Costalupes also agrees with Vice-Chair Cross, adding that
11 as a contractor in the private sector, he starts his employees at
12 \$20.00 per hour as a labor and they work hard. He added that he
13 can imagine that wildland firefighters work just as hard as a
14 construction worker marching up and down hills. Director
15 Costalupes added that he himself is working, as he cannot find any
16 help to fill the holes and it is hard work. Director Costalupes stated
17 he concurs that Chief Sommers has earned another pay rate
18 increase as suggested at 5%, but he would also like to research a
19 raise for wildfire hand crews. He added that people do not want to
20 lose manpower but he needs man power and will hire anyone, and
21 they will make \$25.00 per hour within a year. Director Costalupes
22 stated his opinion may be vague, but he supports the option of
23 increasing the Chief's salary but believes we need to concentrate on
24 the wildland crew.
25

26 Chair Herron asked if the wildland crew was a Union position.
27

28 Director McKay stated it was not and added that in the future he is
29 for looking at that but does not know if in the middle of a budget
30 year if we can arbitrarily do much without augmenting or changing
31 the budget as it is not easy.
32

33 Business Manger Cary explained that it depends on how much more
34 than the budgeted amount they wanted to do because there is little
35 room in each individual budget as she budgets conservatively and
36 there is fluctuation.
37

38 Director McKay acknowledged Business Manger Cary and added
39 that he is not sure what we would do about reimbursement or
40 contractual obligations presently as that could be a factor, but he is
41 all for looking at it at the appropriate time and it would probably be
42 something they have to address before next year.
43

1 DC Powning stated this issue is recognized and they are
2 entertaining moving forward with competitive wages at some point.
3 He added that with NV Energy project, DC Powning wanted to make
4 sure everything was organized before bringing the wage subject to
5 the budget committee.
6

7 DC Powning confirmed that this is on the radar and stated that
8 there are issues with payments and grants, and they are seeing the
9 need to "take more change out of the bucket," to meet our
10 deliverables. DC Powning assured the Board he and the Compliance
11 Officer are working heavily on this, to be able to come to the next
12 budget round to be able to be competitive, not just with laborers or
13 gas station jobs, as DC Powning recognized that we are losing
14 employees to other agencies.
15

16 DC Powning confirmed this was on his and Chief Sommers radar
17 and they will be back to the Board to further address.
18

19 Vice-Chair Cross commented that he agrees with DC Powning and
20 would suggest stopping looking at it as "Industry Standard or
21 competitive" as this is an industry leader fire department, as it is
22 one of the best fire districts around and he would be best served
23 making compensation levels rather than shooting for average as it
24 is about investment in people rather than stuff.
25

26 DC Powning replied there are things they are looking at as it is not
27 just about hourly rate, we are matching benefits with other
28 agencies and our benefits are different than other agencies, and
29 again that does not make the 21-year-old see \$25.00 versus
30 \$27.00, they want the \$27.00 not understanding of the benefit.
31

32 Vice-Chair Cross added that in being part of Collective Bargaining
33 Agency (CBA), and seeing the Union has a 2% pay raise for their
34 line firefighters, he believes that as a district the line employees
35 hold the Chief up and the Chief brings them up, Vice-Chair Cross
36 stated that in switching back to Chief Sommers, he is good with 2%
37 raise, but not 5%, if it was just about Chief Sommers, 2-3% until
38 we can bring everyone else up.
39

40 Chair Herron asked if there is flexibility when hiring a wildfire FF, is
41 it a must you start at the low, you can start anywhere in that
42 range, you can go above the range, is that an arbitrary range, or is
43 there room for a \$21.00 or does that require Board action to
44 change the rates.

1 Business Manager Cary replied it would require Board action to
2 change the rates.

3
4 DC Powning added that for particular jobs like a Squad Boss the
5 rate is \$19.72.

6
7 Chair Herron asked if at our last budget cycle, we were just not
8 prepared to do it.

9
10 Business Manager Cary added that the ranges increase every year
11 based on CPI; the rates that DC Powning was referring to were
12 increased over last year by 2%, every year that range increases
13 whatever the CPI is from the year before.

14
15 Vice-Chair Cross stated they are still low.

16
17 Chair Herron asked if the rates were equal to every fire agency
18 around or if it was different in California.

19
20 DC Powning answered that they are paid lower than most of the
21 other ones. DC Powning added that he is proud of organization we
22 gather and organize everything before presenting and this was not
23 presented as we were not organized because of the NV Energy
24 addition.

25
26 Chair Herron asked if this is something the Board would like to re-
27 visit in a couple of months to see what can be done with the budget
28 as this issue is a little outside of the Agenda topic but she would
29 like to put it on the list so she could talk to Chief Sommers and
30 maybe we can add to the agenda.

31
32 Vice-Chair Cross asked if there was a possibility to amend the
33 budget or do something.

34
35 Business Manager Cary replied we could amend the budget, or
36 augment, to do so we must have a surplus in the ending fund
37 balance, more than what was budgeted to automatically make the
38 changes. Business Manager Cary added that we are to the good of
39 \$1.8 million, and to budget we are \$5 million under budget, so
40 there will be a surplus this year. Business Manager Cary added that
41 these are not exact numbers as the accruals are not complete yet.

42
43 Vice-Chair Cross asked if she could report to the Board next
44 meeting with more exact numbers.

1 Business Manager Cary agreed and added that the audit begins in
2 October, and she can have a final number when the audit ends; she
3 can provide a better preliminary number in October but at the
4 November Board meeting when they are presented the audit that is
5 when the audit is final.
6

7 Vice-Chair Cross commented that it would be nice if it is legal and
8 there is a surplus we could give retention bonuses for the wildland
9 firefighters, as the Union is contract; Vice-Chair Cross addressed
10 the Board and suggested they need to take a good hard look for
11 budget next year, investment and people.
12

13 Chair Herron stated she would note that. She confirmed that we do
14 not complete the audit until November, and asked DC Powning if
15 December would be a good time to see this on the agenda or if he
16 would like a workshop.
17

18 DC Powning replied he could have information ready for December.
19

20 Chair Herron stated she would ask the Chief Sommers to put on his
21 calendar for a special workshop in December where they review
22 personnel and the rates they are paid and see where we are with
23 the budget and explore possibilities.
24

25 Chair Herron asked if that was fair.
26

27 Vice-Chair Cross replied that was fair and added that he is willing to
28 help on that workshop and he would hope the workshop includes
29 some of the wildland crews for their respect to get the whole
30 picture.
31

32 Chair Herron stated she was envisioning it starting as a special
33 workshop with all the Board, and whoever staff wanted to bring and
34 then identify if they want a Board member to work further, she will
35 note that Vice-Chair Cross had volunteered.
36

37 Secretary-Treasurer Bremer made a motion to increase Chief
38 Sommer's annual compensation for the 2021-2022 year by 4%.
39

40 Director McKay seconded the motion.
41

42 Chair Herron asked if there were any questions, no questions.
43

44 Chair Herron called the question.

1 Chair Herron, Secretary-Treasurer Bremer, Director McKay, and
2 Director Costalupes in favor.

3
4 Vice-Chair Cross abstained.

5
6 Motion passes 4 to 1.

7
8 Chair Herron congratulated Chief Sommers for a 4% increase and
9 added that we value him and thanked him for his service and added
10 she looks forward to another year.

11
12 Chief Sommers thanked Chair Herron.

13
14 **OLD BUSINESS:** No old business.

15
16 *Legal Counsel Reports.

17
18 Legal Counsel Alex Velto reported the Washoe County School District's
19 lawsuit, stating the case had been dismissed, and it is possible the school
20 district may appeal, but we will now know for some time if that will happen
21 or not. Mr. Velto added that this outcome was something we anticipated,
22 and he has spoken to Legal Counsel Reese who is working with Chief
23 Sommers, Chair Herron and Business Manager Cary on navigating and
24 figuring out the next steps. Mr. Velto added that it should not delay the
25 reimbursement schedule.

26
27 Director McKay asked if anyone had received their reimbursement check as
28 he received his two weeks ago in the mail.

29 Business Manager Cary provided documents to the Board in regard to the
30 reimbursements and stated Chief Sommers would cover them during his
31 report.

32
33 Chair Herron asked Mr. Velto if he knew if one does not file for their refund,
34 what the County does.

35
36 Chief Sommers replied that if property owners do not file or if property
37 owners' current location cannot be found, the funds go to unclaimed
38 property, and it goes to the State of Nevada.

39
40 Mr. Velto added that this is on the Secretary of State website.

41
42 End of report.

43

1 *Board of Directors Comments or Reports.

2

3 Director McKay commented that the Board had not met for 120 days, and he
4 would like to bring to attention that that may have been a little lengthily,
5 and although there had not been any big agendas to discuss, he believes the
6 Board signed up to represent the community and the time without a meeting
7 was a little lengthily and believes the Board needs to meet more often.

8

9 Chair Herron thanked Director McKay for his comment and added that there
10 were three meetings missed and she understands him and mentioned they
11 have talked offline about this, and she appreciates his comments.

12

13 *Fire Chief Reports presented by Fire Chief Sommers.

14

15 Chief Sommers thanked the Board for his review, and said he appreciates it.
16 Chief Sommers reported he attended the Summit Meeting on the north end
17 of the lake, hosted by California Senator went very well this year. He added
18 that Senator Katherine Cortez Masto and Senator Jacky Rosen attended and
19 there were a lot of good topics that were covered. He stated that he is really
20 watching for them to re-up the Lake Tahoe Conservation Act, the Act expires
21 in 2023, and we need it to continue with our fuel's projects around the
22 basin.

23

24 Chief Sommers added SNPLMA is due, round 19, he added that the staff is
25 working on that to have it submitted, as well as still working on projects
26 from 2017 and 2018.

27

28 Chief Sommers reported that we have received another donation from the
29 Duffield Foundation, and we have received a check for \$274,000. The
30 donation will cover all floor coverings for all properties, new electronic door
31 locks, as right now it takes Alan about half a day to change door locks as
32 needed, and it will also cover all the controls for the HVAC system at Station
33 11. Chief Sommers stated we are very, very gracious of the Duffield's. He
34 added that he received a call from the Foundation, to tell him that the
35 Foundation would like to donate money to personnel helping with all the
36 rescued animals and livestock from the Caldor and Dixey Incidents, he made
37 phone calls and there were people that did not believe him about the
38 donation until he explained the Foundation and the Duffield's donated \$1
39 million.

40

41 Chief Sommers stated that with Director Cross's help, the Parasol
42 Foundation is holding some money from the old volunteer association. Chief
43 Sommers explained that when the volunteers were disbanded, they took the

1 money and gave it to the Parasol Foundation in hopes of sponsoring almost
2 like a scholarship for high school students to go after and compete for, and
3 we would help pay for their tuition if they are going into the Fire Service.
4

5 Chief Sommers explained that he was part of when the decision was made to
6 make the move and added that there are a couple reasons why it has not
7 successful as they hoped. He added that the money had been stagnant for
8 some years and the Parasol called and requested movement on the account.
9

10 Chief Sommers stated Director Cross was contacted about this too, and
11 ultimately their Board has agreed to continue to hold the funds and
12 reimburse the district for sending our personnel to Paramedic School as this
13 will enhance our services to the citizens of Incline Village/Crystal Bay, Chief
14 Sommers informed the Board we have one student enrolled. Chief Sommers
15 stated having those funds is awesome and outstanding.
16

17 Chief Sommers move to report on the Caldor Fire, stating we were very
18 involved in that and said that personally he never had a feeling of needing to
19 evacuate Incline however staff took hundreds and hundreds of calls that
20 disagreed with that decision and Chief Sommers recognized the great job
21 staff did fielding calls with what our next move was. He added that we
22 worked with Washoe County Emergency Manager and stated there were
23 trigger points set up, so that if the fire reached a certain point, then they
24 would be talking about evacuations for Incline Village and Crystal Bay if
25 needed. Chief Sommers stated that on the night of Monday, August 30th, he
26 received a call from the Lake Valley and Tahoe Douglas Fire Protection
27 District Fire Chiefs, who were in the same car, in Placerville stating they
28 were stuck on the other side, as Highway 50 and Highway 88 were impinged
29 by fire, they could not get over to their districts, the fire had crossed and
30 come into Christmas Valley; Chief Sommers sent out a couple of messages
31 to people that he knows and they had 18 Engines from Nevada in Myers in
32 90 minutes and saved every single home in a coordinated effort by us and
33 the incident management team, and all of that is coordinated from the
34 Nevada side. Chief Sommers said that as a result of that, the next day he
35 had to give part of the briefing to the Nevada Governor and explain
36 everything he did, and the Governor was appreciative of everything done.
37

38 Chief Sommers stated Assistant Fire Chief Barnum (AFC Barnum) and DC
39 Powning would be covering their aspects and involvement with the Caldor
40 Fire with their resources.
41

42 Chief Sommers moved on to report on Mutual Aid, stating he had reported
43 that the Forest Service could no longer give to local agencies, per the
44 Reciprocal Fire Protection Act of 1955, two folds on this, one is Chief

1 Sommers has been in contact with Congressmen's Amodei's office, Ken
2 Brook and they have re-written some verbiage that will hopefully be passed
3 by the Appropriations Act that alleviates the wording that says the Forest
4 Service can pay local agencies, as right now they cannot pay local agencies
5 but can pay the state. Chief Sommers explained that right now we submit all
6 our fire bills to Nevada Division of Forestry (NDF), NDF pays us, then NDF
7 goes after the funds. Chief Sommers stated he is nervous of that, as NDF
8 said they would take that, as he asked various times what their
9 administration rate would be, and they said there would not be an
10 administration fee, Chief Sommers is thinking once they see how much work
11 it is they will raise our WFPP, and he will be the first to say he does not like
12 this route. Chief Sommers reiterated that we are going to work on the
13 verbiage so we can get back to doing our own billing, and we have an
14 administration fee just for that because we take care of our own billing and
15 recuperate our funds. In the meantime, we are able to respond and be
16 reimbursed.

17
18 Lastly, Chief Sommers reported on the Tax Revolt, stating that on
19 September 10, 2021, five days ago, we received notification of the paybacks
20 going to Washoe County residents. He added that while some people
21 received refund checks, we did not know what was happening. Business
22 Manager Cary was working on calls and emails for an answer, and finally she
23 received a response, and Chief Sommers referred to the document Business
24 Manager Cary handed out earlier. Chief Sommers stated that the first
25 installment has taken place they paid over \$700,000 which means they do
26 not give us our check in full, and now we are living on the ending fund
27 balance, which is how that worked out last time as well. Chief Sommers
28 added we are now starting to live on our savings, and we do not foresee any
29 issues with it, especially since they extended the payback over two-three
30 years instead of 12 months which would have hurt big time. Chief Sommers
31 stated this turned out to be a good working relationship with the League to
32 Save Lake Tahoe assets.

33
34 End of report.

35
36 Business Manager Cary stated she wanted to explain the letter so that the
37 Board may understand how they are taking the money back. She said the
38 money is being subtracting out of installments, so for example, September
39 would have been \$4.2 million, and because of the paybacks it ended up
40 being \$3,439,000 and that is how it will be every time, she informed the
41 Board the next installment will be in November, and we will see if more
42 money is taken out

43

1 Chair Herron asked if there were any questions for Chief Sommers.

2

3 Director McKay asked if this is what they expect to pay out this year as it
4 was said it would be done over three years.

5

6 Business Manager Cary replied that was right, but no, as it would be
7 \$8,700,000 that they are going pay back, and it could be \$1 million or \$1.5
8 million this year, we just do not know how or who claimed as in the previous
9 years it was the highest refunds because of the interest. She added that the
10 interest has stopped currently.

11

12 Director McKay stated the latest estimate of \$8.7 million was close to what
13 Business Manager Cary was estimating.

14

15 Business Manager Cary replied she was estimating a little more to be
16 conservative, so we have money if we are going to pay back the \$8,700,000
17 that we have a reserve to cover it.

18

19 No further questions.

20

21 *Chief Officers Reports presented by Assistant Fire Chief Barnum.

22

23 AFC Barnum reported on Emergency Medical Services (EMS) for Battalion
24 Chief (BC) Sambrano, stating the Paramedic (PM) Refresher will be at the
25 Hyatt Dec 1-3, 2021, and is waiting to see what the Covid guidelines are,
26 but it will be in person, which is great for our employees as it gets us the
27 recertification as it has been difficult to obtain with the State Recertification
28 Office.

29

30 AFC Barnum reported for BC Green stating the boat has been relocated from
31 Sand Harbor to the Thunderbird Lodge due to water levels, and they are
32 looking at a date of when it will make sense to take it out of service.

33

34 AFC Barnum reported for BC McClellan who is in charge of training, reporting
35 the focus has been technical rescue training for the last couple of months.
36 New equipment was received, it is Arizona Vortex, that consolidates a lot of
37 the rescue technician equipment into one piece of equipment that they can
38 train on confined space, that is low end and high angle rescue.

39

40 AFC Barnum reported Mechanic Phillips is away at the McCash Fire and
41 Logistics Manager Alan Green is helping cover, all the equipment is in service
42 and functioning. The current list is winterizing and getting everything ready
43 for winter, checking studs and chains.

44

1 AFC Barnum reported on staffing stating that since the last meeting, we
2 have hired five new employees, one comes from Storey County Fire, one
3 from Anchorage, Alaska, another from Care Flight, and AFC Barnum is really
4 excited about two individuals that are coming from DC Powning in Fuels
5 Division as they will be moving to the Suppression side. AFC Barnum
6 explained that he is excited because from a Fuels and Wildland standpoint
7 that is something on the Suppression side that with all retirements, we are
8 losing a lot of knowledge that has been in the organization so they will be
9 able to supplement that knowledge. AFC Barnum stated the Academy starts
10 October 18, 2021, and three of the five employees will be attending the
11 Academy, he added that it is one of the largest academies the region has
12 ever seen with around 32 people from numerous different agencies. AFC
13 Barnum also said the reason why he points that out is because he is proud
14 of is Captain Ashby, one of our Captains, is going to be the head Training
15 Officer and he will be overseeing the entire academy.

16
17 AFC Barnum moved to report on the Caldor Fire stating we sent three
18 engines to assist at one time, he added that that was a big deal for us as
19 that is equivalent to an entire shift line, and basically, we sent one entire
20 shift. He added that that does not mean we subtracted from the service that
21 we give to Incline Village or Crystal Bay, AFC Barnum recognized Local 2139
22 stating that they really stepped up with backfilling, they worked long days,
23 long weeks, a lot of backfill but we were able to cover service area and
24 dedicate resources to the Caldor Fire. AFC Barnum also said we had a
25 Pahrump Fire Engine come to the district and that was basically a surge
26 protector if we did have something happen where we had to send additional
27 resources to the Caldor Fire, they could help cover our district for us.

28
29 AFC Barnum provided a Covid update, reporting that he knows there are a
30 lot of questions coming to Administration about the booster vaccine, and he
31 said that we have no guidance from the State or the County, as of now there
32 is no mechanism on the booster as a district and when we do have that
33 mechanism, we are not sure what part we will play. AFC Barnum stated we
34 will probably be supporting our local partners, like Incline Village General
35 Improvement District (IVGID) and infrastructure workers but we are not
36 sure about how the public will play. Lastly, AFC Barnum stated we have
37 some J&J vaccines left then we will be out.

38
39 Director McKay referred to the most recent Covid mandate, asking if that is
40 any issue operationally as he would assume most people are vaccinated.
41 AFC Barnum replied that most people are vaccinated, not all, it has impacted
42 the workforce, not only with the vaccinated but the un-vaccinated, so we
43 have had some drawdowns, secondary Covid infections, and we are currently
44 having drawdowns.

1 Director McKay asked if employees must test weekly if unvaccinated.

2

3 AFC Barnum replied that Infection Control Officer Jill Andersen has a very
4 regimented testing process that employees will go through. She has a flow
5 sheet to decide if it was an exposure or positive case. AFC Barnum added
6 that a lot of these are happening in the household, and they have to triage
7 the individual, some people are coming to work wearing N-95 masks, and
8 we have a lot of different options so that we can maintain the service that
9 we deliver and at the same time does not exclude a large number of people
10 from the workforce.

11

12 Director McKay asked how the state is processing the certifications and if it
13 has improved or is it still lagging.

14

15 AFC Barnum replied they are comfortable with the pace as they have gotten
16 used to it, it is still slow, but not impeding operations.

17

18 Director Costalupes asked if there have been breakthrough infections.

19

20 AFC Barnum replied yes.

21

22 *Prevention Reports presented by Fire Marshal Donohue.

23

24 Fire Marshal Donohue stated her reports for the last three months had been
25 submitted to be included in Board packets, adding that as one can see
26 inspection numbers were increasing, billing for plan reviews and projects is
27 also increasing and that includes a couple of large projects in town that are
28 being monitored. Fire Marshal Donohue reported that during the Caldor Fire
29 she was support to Chief Sommers as well as one of the individuals fielding
30 phone calls.

31

32 Chair Herron thanked Fire Marshal Donohue for her report and asked if
33 anyone had any questions.

34

35 Director McKay commented that South Lake Tahoe has now had its third
36 close call and asked if the Board should entertain a discussion if there is
37 anything more that they can do to mitigate that risk to our community.
38 Director McKay said he is thinking of a broad discussion to start with,
39 obviously Fire Marshal Donohue and Chief Sommers could have an input on
40 what is good idea and what is not and why as he thinks there is a small
41 percentage of people in the district that maintain residences that are not
42 safe to their neighbors and if something happens that will not help anyone;
43 Director McKay would like to have a general discussion and as a possible
44 future agenda item, it is something that needs to be looked at.

1 Director McKay thanked Fire Marshal Donohue.

2 NLTFPD

3 BOD

4 June 2021

5
6 I. Prevention Report for May 2021 (20 regular working days)
7 Inspector Smith in District 11 days.

8
9 A. Inspections completed = **112**

- 10 1. Business License, Washoe County Child Care,
11 Reoccurring/Annual, Re-inspections, and Complaints = 35
12 2. Short Term Rental = 21
13 3. Construction = 29
14 4. D-Space (const. related only) = 13
15 5. Fire drills = 2
16 6. Knox Box = 5
17 7. Special Event = 1
18 8. Burn permit/Hot Work inspections = 6

19
20 B. Plan review projects received (includes initial, corrections, and
21 revisions) = **156**

- 22 1. WC = 47
23 2. NLTFPD = 12
24 3. Pre-TRPA = 8
25 4. Short Term Rental Applications = 89

26
27 C. Permit/Inspection fees (billed for December 2020) =
28 **\$12,783.10**

- 29 1. NLT & Pre-TRPA review/inspection fees = \$2,562.00
30 2. WC review/inspection fees = \$ 4,551.10
31 3. Short Term Rental = \$5,670.00

32
33 D. NLT construction permits (fire sprinkler, fire alarm, kitchen hood
34 suppression, residing, etc.) issued = **8**

35
36 E. Burn permit/recreational fuel-fired/ Hot Work permits issued = **6**

37
38 F. Fires investigated = **1**

39
40 G. Training hours = **50** hours

1
2 H. COVID Clinics (fire prevention participation) = **3** clinics (11
3 hours)

4
5 NLTFPD
6 BOD
7 July 2021
8

9 II. Prevention Report for June 2021 (22 regular working days)

10
11 I. Inspections completed = **172**

12 9. Business License, Washoe County Child Care,
13 Reoccurring/Annual, Re-inspections, and Complaints = 5

14 10. Short Term Rental = 74

15 11. Construction = 57

16 12. D-Space (const. related only) = 28

17 13. Fire drills = 0

18 14. Knox Box = 3

19 15. Special Event = 1

20 16. Burn permit/Hot Work inspections = 4

21
22 J. Plan review projects received (includes initial, corrections, and
23 revisions) = **215**

24 5. WC = 45

25 6. NLTFPD = 10

26 7. Pre-TRPA = 12

27 8. Short Term Rental Applications = 148

28
29 K. Permit/Inspection fees (billed for June 2021) = \$ **18,372.54**

30 4. NLT & Pre-TRPA review/inspection fees = \$ 4,719.00

31 5. WC review/inspection fees = \$ 4,743.54

32 6. Short Term Rental = \$ 8,910.00

33
34 L. NLT construction permits (fire sprinkler, fire alarm, kitchen hood
35 suppression, residing, etc.) issued = **7**

36
37 M. Burn permit/recreational fuel-fired/ Hot Work permits issued = **4**

38
39 N. Fires investigated = **1**
40

1 O. Training hours = **4** hours

2
3 P. COVID Clinics (fire prevention participation) = **1** clinic (3 hours)

4
5
6 NLTFPD
7 BOD
8 August 2021
9

10 III. Prevention Report for July 2021 (21 regular working days)

11
12 Q. Inspections completed = **201**

13 17. Business License, Washoe County Child Care,
14 Reoccurring/Annual, Re-inspections, and Complaints = 23

15 18. Short Term Rental = 117

16 19. Construction = 18

17 20. D-Space (const. related only) = 29

18 21. Fire drills = 0

19 22. Knox Box = 3

20 23. Special Event = 3

21 24. Burn permit/ recreational fuel-fired/ hot work inspections
22 = 8

23
24 R. Plan review projects received (includes initial, corrections, and
25 revisions) = **302**

26 9. WC = 42

27 10. NLTFPD = 10

28 11. Pre-TRPA = 7

29 12. Short Term Rental Applications = 243

30
31 S. Permit/Inspection fees (billed for July 2021) = **\$ 21,597.33**

32 7. NLT & Pre-TRPA review/inspection fees = \$ 4,729.00

33 8. WC review/inspection fees = \$ 3,998.33

34 9. Short Term Rental = \$ 12,870.00

35
36 T. Burn permit/recreational fuel-fired/ hot work permits issued = **8**

37
38 U. Fires investigated = **1**

39
40 V. Training hours = **5.75** hours

1
2 W. COVID Clinics (fire prevention participation) = **0**

3
4 X. Public education events = 1 (8 hours)

5
6 NLTFPD

7 BOD

8 September 2021

9 IV. Prevention Report for August (22 regular working days)

10 *Temporary Fire Inspector Mooneyhan started 8/23/2021*

11
12 Y. Inspections completed = **237**

13 25. Business License, Washoe County Child Care,
14 Reoccurring/Annual, Re-inspections, and Complaints = 94

15 26. Short Term Rental = 82

16 27. Construction = 32

17 28. D-Space (const. related only) = 10

18 29. Fire drills = 0

19 30. Knox Box = 7

20 31. Special Event = 5

21 32. Burn permit: recreational fuel-fired/ hot work inspections
22 = 7

23
24 Z. Plan review projects received (initial/corrections/revisions) =
25 **123**

26 13. WC = 69

27 14. NLTFPD = 21

28 15. Pre-TRPA = 3

29 16. Short Term Rental Applications = 30

30
31 AA. Permit/Inspection fees (billed for July 2021) = \$
32 **14,291.72**

33 10. NLT & Pre-TRPA review/inspection fees = \$ 7,681.00

34 11. WC review/inspection fees = \$ 4,630.72

35 12. Short Term Rental = \$ 1,980.00

36
37 BB. Burn permit/recreational fuel-fired/ hot work permits
38 issued = **7**

39
40 CC. Fires investigated = **0**

1

2

DD. Training hours = **10** hours

3

4

EE. COVID Clinics (fire prevention participation) = **0**

5

6

FF. Public education events = Caldor fire
assignments/assistance

7

8

*Fuels Management Report as presented by Division Chief Powning.

9

10

DC Powning reported that resources have been extremely busy assisting at the Tamarack Fire, all the crews did two tours there and are now on the second tour at the Caldor Fire however we do have the ability and can pull them back if we get a call to assist elsewhere.

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15

DC Powning reported that the NV Energy resources have been extremely busy as well. DC Powning reported said he spent ten days with them in South Lake Tahoe to see the operations of the NV Energy side as well as be part of the fire, and said it was neat to watch as they did 25 miles of line with the fuels break throughout South Shore during the ten days process.

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DC Powning reported it was set up like a typical Incident Management Team Organization and he did operations with them. DC Powning reported reiterated it was neat to see and it makes him feel good seeing what NV Energy is doing.

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DC Powning stated that due to the busy fire season, the fuels treatment is slower this year than normal, and the treatment will continue when crews are back in town.

27

28

29

30

DC Powning reported Defensible Space Inspections continue as well as the Chipping Program and in the last two weeks the requests for defensible space inspections has increased.

31

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34

DC Powning reported informed the Board that the Block Parties for Defensible Space were cancelled, he is in hopes of rescheduling them but is unsure if they will be rescheduled for this year or early next year.

35

36

37

38

DC Powning reported Fuels has hired an Administrative Assistant, Amanda Jillson, her first day was Monday, he is excited as she is learning quickly. Director Costalupes commented that in the local Facebook Incline Village page, there are neighbor concerns about burn piles at the top of Jennifer St and Sutro, the piles are ready to be burned, and he is unsure if that is IVGID land or Forest Service, but people are highly concerned and they have

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43

- 1 posted pictures of stacked piles logs. Director Costalupes asked if DC
2 Powning would be familiar with that neighborhood.
3
4 Chief Sommers replied that it was IVGID land.
5
6 DC Powning confirmed it was IVGID land and if it is adjacent to the
7 infrastructure, he is aware that on that slope there are piles that belong to
8 the Forest Service or if there are any piles closer to the residences he is
9 unsure of who they belong to.
10
11 Director Costalupes confirmed that was not our jurisdiction and that the
12 Forest Service burns their own piles.
13
14 DC Powning replied that we go into contract, and we do burn piles for them.
15 However, those piles are not ones we have a contract for yet.
16
17 Director Costalupes commented that this is the wrong time year to be doing
18 the pile burning and asked if when we receive snow will pile burning begin.
19
20 DC Powning stated he cannot speak for the Forest Service, but we will do
21 pile burning and currently with the Forest Service we have in contract to
22 burn north of Apollo and Saturn. DC Powning reported we work with them
23 but also pressure them to take care of things like this adding that we do
24 have planned to burn for IVGID this year.
25
26 Director Costalupes asked who citizens would talk to or call for official
27 answers and or clarification.
28
29 DC Powning replied that citizens can call him or Chief Sommers.
30
31 Director Costalupes commented that with all the fires, and we do more fuels
32 reduction work more than any other district and he feels confident we are in
33 a lot better shape than any of our neighborhood districts as he has seen
34 many places that are overgrown and not thinned out. Director Costalupes
35 commends the fuels division for that, and said it is scary when you are told
36 to start pack. Director Costalupes thanked everyone for all their hard work.
37
38 Director McKay stated he knows Forest Service is going through National
39 Environmental Policy Act (NEPA) right now for the next round of work and is
40 sure DC Powning has coordinated with them what areas adjacent to us we
41 would like to get done.
42
43 DC Powning replied they do have the North Shore NEPA and one of the

1 things in process right now is the Categorical Exclusion, which eliminates
2 that NEPA to do work. DC Powning explained that the problem with the NEPA
3 is that it was developed on National Forest Land, and what they are doing
4 right now is a Categorical Exclusion and the hearing process just closed or
5 will close soon, with a possible decision made in February.

6
7 Director McKay thanked DC Powning.

8
9 No further questions.

10
11 *Business Manager Reports presented by Business Manager Cary.

12
13 Business Manager Cary stated that for our Sales tax (SCCRT) she budgeted
14 conservatively keeping in mind Covid and a possible recession and the
15 damper they could have on our sales tax revenue and added that these are
16 preliminary numbers but we are a head by \$2,539,000 that currently makes
17 us have \$4,487 received as sales tax.

18
19 *Public Education Information Officer Reports presented by PIO Rancourt.

20
21 **4/22/2021 - 9/15/2021 Program Summary**
22 **Community Safety & Education**
23 **Board Meeting, Wednesday, 9/15/2021**

24
25 **PROGRAM UPDATES:**

- 26
27 1. Press Releases distributed:
- 28 a. TFFT Prescribed fires provide ecological benefits to forest
29 health 4/26/2021
 - 30 b. TFFT Prescribed fire operation scheduled this week at Burton
31 Creek State Park 5/3/2021
 - 32 c. Chipping & Defensible Space Services to Begin May
33 10th 5/5/2021
 - 34 d. Open Public Burning Closing May 6, 2021
 - 35 e. EMS Week May 16th – 22nd 2021 5/12/2021
 - 36 f. Charcoal Ban May 24, 2021
 - 37 g. Boating & Swimming Safety 6/4/2021
 - 38 h. Celebrate July 4th Safely 6/25/2021
 - 39 i. New Rescue Boat 7/13/2021
 - 40 j. One & Done A Shot & A Beer 7/22/2021
 - 41 k. Community Blood Drive 8/11/2021
 - 42 l. Emergency Preparedness & Evacuation 8/26/2021
 - 43 m. TFFT Caldor Fire Relief How You Can Help 9/3/2021
 - 44 n. Structure Fire at 951 Divot Court 9/8/2021

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2. COVID-19 Vaccine Information
 - a. We have small supply of J&J vaccine left and we will be offering another opportunity for those that are interested soon.
 - b. Lost vaccination cards – visit <https://izrecor.nv.gov>, follow the prompts. How to/directions can be found on our [website](#).
 - c. Boosters – we have no information at this time on boosters. We will update our website when information becomes available.
3. Rotary Presentation (am group) – “Fuels Management and Fire Prevention”
 - a. Thank you to our Forester April Shackelford (via Zoom)
 - b. Approx. 59 attendees, June 28, 2021
 - c. [2021 Rotary Fuels Management and Fire Prevention.pptx \(sharepoint.com\)](#)
4. Nevada & Lake Tahoe Wildfire Awareness Campaign
 - a. May – October
 - b. Theme “Is Your Home Ignition Resistant?”
 - c. Visit <https://www.tahoelivingwithfire.com/> for more information
5. EMS Week: ‘THIS IS EMS: Caring for Our Communities’
 - a. School visits scheduled
 - i. 5/17 @ Lake Tahoe School (94 students)
 - ii. 5/21 @ Incline Elementary School (212 students)
6. Summer Water Safety:
 - a. June 8th @ Ski Beach
 - b. IES and LTS 3 – 5 grades
 - c. Collaboration with IVGID lifeguards, US Coast Guard
 - d. Taught 3rd grade (50 students/IES + LTS), cancelled 4th, 5th due to poor weather conditions
7. Pancake Breakfast:
 - a. Saturday, July 3, 2021, 8a – 10a
 - b. Approx. 900 attendees
 - c. USFS, Rotary agencies attended and supported the event

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8. Presentation to Incline Village Realtors – Chief Sommers, FM Donohue, PIO Rancourt
 - a. Tuesday, August 10, 2021
 - b. Presentation topics – emergency preparedness/evacuation, fire restrictions, short term rentals, current staffing
 9. Caldor Fire (started 8/14/2021)– resources sent: 7 apparatus, 2 hand crews and overhead, totaling 50+ personnel.
 - a. We stood up fire information boards on Sunday 8/29 at Raley’s, both post offices. On Thursday, 9/2 Team 4 PIO’s stood up information boards at Raley’s and IV post office. We relocated our info boards to Starbucks and Rec Center.
 - b. Social media posts updated twice + daily
 10. CPR/American Heart Association Training Center Classes:
 - a. April 11, 2021 – Sept 8, 2021: 188 classes, 955 students
 - i. BLS – 100 classes, 541 students
 - ii. Heartsaver – 20 classes, 92 students
 - iii. PALS – 9 classes, 28 students
 - iv. Other – 43 classes, 244 students (COVID-19 vaccine PODs)
 - b. 111 AEDs placed throughout Incline Village/Crystal Bay
 11. Social Media Coverage:
 - a. Google Analytics:
 - a. Facebook page – 5,670 likes (was 4,863)
 - b. Instagram – 3,036 followers (was 2,306)
 - c. Twitter – 2,220 followers (was 1,373)
 - d. Website Aug 2 – 31: 9,193 page views, 6,846 unique page views (April 1 – 30: 5,818 pageviews, 3,754 unique page views).

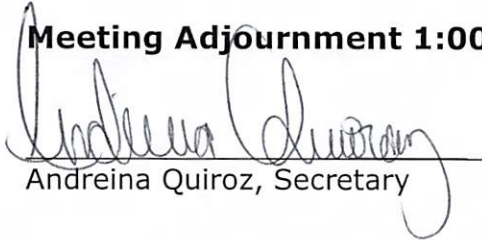
38 *Local 2139 Union Reports presented by Union President Byrne.

39
40 Union President Byrne had no new business and mentioned he is happy to
41 see new employees come over from the Fuels Division as that is where he
42 started in 2003.

1 ***NRS 241.020 re: Public Comment.**

2 This is a Time for the Public to Comment on any Matter, Whether or Not it
3 is Included on the Agenda of this Meeting. There were no public comments.

4
5 **Meeting Adjournment 1:00p.m.**

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9 Andreina Quiroz, Secretary

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Susan Herron, Chairman