

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

**January 17, 2024**

**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, Chair; Greg McKay, Vice-Chairman; Denise Bremer, Secretary-Treasurer; Director, Charley Miller, Director; James Costalupes.

**\*Guests present:** Fire Chief, Ryan Sommers, NLTFPD; Assistant Fire Chief, Russell Barnum, NLTFPD; Division Chief, Isaac Powning, NLTFPD; Chief Financial Officer, Jackie Signorelli, NLTFPD; Board Secretary/Administrative Assistant, Andreina Quiroz, NLTFPD; PIO Tia Rancourt, NLTFPD; Logistics Manager, Alan Green, NLTFPD; Battalion Chief Jed Horan, NLTFPD; PM Kollasch, NLTFPD; Engineer, Brett Jacobsen, NLTFPD; Engineer, Brian Maples, NLTFPD; Captain, Dale Spieker, NLTFPD; FF/Pm Ben Ketron, NLTFPD; Resident, Rick Oberly; Resident, Kevin Green.

**Approval of Agenda:** Agenda is 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:**

No Public Comment.

**CONSENT AGENDA:** Approved as submitted.

Approval of Minutes of the October 18, 2023, Board of Directors Meeting.

Review of Accounts Payable for October 2023.

Review of Accounts Payable for November 2023.

Review of Accounts Payable for December 2023.

Approval of the October 2023 Monthly Management Report.

1 Approval of the November 2023 Monthly Management Report.

2  
3 Approval of the December 2023 Monthly Management Report.

4  
5 **NEW BUSINESS**

- 6
- 7 **1.** Recognition of Battalion Chief, Carol Green’s 24 years of service and
- 8 retirement from North Lake Tahoe Fire Protection District, presented
- 9 by Chief Sommers.

10  
11 Chair Herron invited Battalion Chief (BC) Carol Green to come please  
12 come forward.

13  
14 Chief Sommers began by stating BC Green attended the Stanford  
15 University Paramedic Program in 1987, then she worked in private  
16 Emergency Medical Services (EMS) in San Jose and Reno until 1998  
17 when she began her career in Carson City at Carson City Fire, before  
18 coming to North Lake Tahoe Fire Protection District (NLTFFPD) in 1999  
19 as Firefighter/Paramedic (FF/PM). In 2007 BC Green was promoted  
20 to Captain, then served as BC since 2017.

21  
22 Chief Sommers stated BC Greens service to NLTFFPD is appreciated  
23 as she did a great job, bringing good things and good change to the  
24 district. Chief Sommers stated he appreciates BC Greens leadership  
25 and presented BC Green with her shadow box as a token of  
26 appreciation.

27  
28 Chief Sommers turned the meeting to Local 2139

29  
30 Local 2139, Union President, Dale Spieker presented BC Green with  
31 an axe and thanked her not only for her service to the department  
32 but also from the Union as BC Green is a former union President and  
33 served on the board. President Spieker recognized BC Green is  
34 someone the Union calls when they have questions, and expressed  
35 that BC Green is missed.

36  
37 Vice-Chair McKay commented he had the pleasure of working with  
38 BC Green for several years and complimented her on doing a  
39 tremendous job, having a refreshing attitude, and complimented her  
40 for a job well done.

41  
42 Director Costalupes added that as a contractor, every time he dug up  
43 a gas line, flooded a house, or had an incident, BC Green was the  
44 first to respond, always being professional, very comforting, and

1 agreed that she will be missed.

2  
3 Chair Herron congratulated and thanked BC Green for her service and  
4 said she is an inspiration.

5 Chair Herron excused guests present to enjoy desserts in honor of  
6 BC Green’s retirement.

- 7
- 8 **2.** Discussion of and Possible Action to elect Officers for the North Lake
- 9 Tahoe Fire Protection District Board of Directors for 2024. From the
- 10 following nominees- Susan Herron, Greg McKay, Denise Bremer,
- 11 James Costalupes and Charley Miller for the positions of Chair, Vice-
- 12 Chair, and Secretary-Treasurer. The election of the Officers is
- 13 effective immediately after the adjournment of the January 17, 2024,
- 14 Board of Directors Meeting.

15  
16 Chair Herron opened the meeting for nominations.

17  
18 Vice-Chair McKay suggested discussion first and opened the  
19 opportunity for Director Miller and Director Costalupes to take a turn.

20  
21 Director Costalupes stated he is not qualified and advised he would  
22 not be running for re-election.

23  
24 Director Miller stated he enjoyed the first year, but he would not want  
25 to be Chair. Director Miller stated he would be fine with being Vice-

26 Chair or Secretary-Treasurer.  
27  
28 Vice-Chair McKay made a motion to nominate Susan Herron for  
29 Chair, Charley Miller for Vice-Chair and Denise Bremer for Secretary-

30 Treasurer.  
31  
32 Director Miller seconded the motion.

33  
34 Chair Herron called the motion.

35  
36 All in favor, motion carries.

37  
38 **OLD BUSINESS:**

39  
40 No old business.

41  
42 **\*Legal Counsel Report:**

43  
44 Legal Counsel Shelby Webb had no report for the Board of Directors (BOD).

**\*Board of Directors Comments or Report:**

Director McKay informed the BOD that he also would not be running for re-election next term.

Chair Herron confirmed she will be running for re-election.

Director Miller complimented Assistant Fire Chief (AFC) Barnum on the great job he did in a news report and said he put the district in good light.

**\*Fire Chief Report presented by Fire Chief Sommers.**

Chief Sommers reported on the following:

The Evacuation Forum was held in October, and with evacuations being a hot topic, the Chair of the Tahoe Regional Planning Agency (TRPA) asked that agencies come up with basin wide evacuation plan. Lake Tahoe Regional Fire Chiefs Association (LTRFCA) has taken on that task, they are meeting with people from two states, seven counties and different personalities for Law Enforcement and Fire to come up with a product to present to the Emergency Manager in each county of each state. To date, there have been four meetings, and stated this is still at ground level, they are figuring out what will be done in the field to implement the plans that come out of the Emergency Management department.

NV Energy contract: there has been a lot of turmoil since the last BOD meeting. The district was advised to prepare a contract, the contract was prepared, Chief Sommers spoke to Chair Herron about it and NLTFPD signed the contract. NV Energy still has not signed our contract or any other agencies' contracts submitted. NV Energy is very concerned about the prices submitted by the Fire Departments (FD's). Chief Sommers stated he has been very vocal at the meetings with NV Energy and said the numbers submitted to NV Energy were under NV Energy's guidance from one of NV Energy's employees who has since been reclassified and is no longer in that position. Chief Sommers advised we continue to work with NV Energy before the next Public Utilities Commission (PUC) meeting in March. Chief Sommers reported the district has done contingency planning if the contract is not signed adding that there is a mechanism in place for us to do work on NV Energy land and ensure that Senate Bill 329 stays intact, we are in compliance, while protecting the infrastructure around the basin.

Community Wildfire Protection Plan is being worked on by Tahoe Resource Conservation District (TRCD). The plan is being rewritten basin wide; the current plan is about 400 pages; the rough draft should be out for public

1 comment in late spring. Chief Sommers stated the rough draft will be brought  
2 before the BOD to see what is written in the plan that pertains to NLTFPD.  
3 Chief Sommers advised there have been one-on-one meetings with TRCD, and  
4 he is happy with what they put in the plan for our district.

5  
6 NLTFPD acquired donated office furniture from R&R Partners, our lobbyist firm,  
7 as they are moving offices.

8  
9 Negotiations with 2139 for a new contract are occurring. Chief Sommers and  
10 Chair Herron have briefly discussed how to proceed and said he will continue  
11 discussions with Chair Herron.

12  
13 Insurance Services Office (ISO), NLTFPD is a Class 1, after re-evaluation,  
14 there is a very strong likelihood that we will drop to ISO Class 2 due to three  
15 factors. Chief Sommers advised that a rebuttal letter was sent to ISO  
16 explaining that we do not see it the way they do, therefore the re-evaluation  
17 is under review again. Since that, nothing official has been received yet, but  
18 when something is received, he will bring it before the BOD. Chief Sommers  
19 added that ISO is a little archaic, with very few insurance brokers and  
20 insurance companies looking at that and said he has truly been more  
21 concentrated on the home insurance non-renewals notices that citizens of  
22 Incline Village/Crystal Bay are receiving about their policy when it comes to  
23 wildfire.

24  
25 Fire billing, the district billed out over \$3 million last fire season and Nevada  
26 Division of Forestry (NDF) has yet to pay us. Chief Sommers stated that in  
27 past meetings he has spoken about the 1955 Fire Reciprocal Act, the Attorney  
28 General (AG) came up with a ruling five years ago that the Federal  
29 Government cannot pay local FDs for fire response. It is unknown where it  
30 came from and why it came up so many years later. With that we had to find  
31 a way to be reimbursed for Forest Service (FS) fires, NDF offered to assist and  
32 act as a mediator and since we are part of the Wildfire Protection Plan (WFPP)  
33 they would do this free of charge, recuperate our money, and pay us. NDF ran  
34 out of money, they now must go before the Interim Finance Committee (IFC),  
35 it is unknown when that will happen as the State Forester is not forth coming  
36 with that information. Chief Sommers stated we are not the only FD in this  
37 situation and advised that he and Fie Chief Carlini from East Fork Fire  
38 Protection District (EFFPD) have requested a one-on-one meeting with Jim  
39 Settlemeyer, Director of the Nevada Department of Natural Resources to raise  
40 their concerns. Additionally, NDF moved to a new Fire Billing System (FBS) in  
41 the middle of fire season that was a failure as the system is terrible and the  
42 time it takes to submit an invoice for a fire response is unacceptable. Chief  
43 Sommers advised Chief Carlini is working on coordinating the meeting as they  
44 are both in Douglas County.

1 End of report.

2

3 Vice-Chair McKay inquired on an update on the Verizon-Spectrum outages.

4

5 Chief Sommers replied he has not gotten much farther; however, the Washoe  
6 County (WC) Emergency Manager is involved. As Chief Sommers previously  
7 stated, one provider backbones off the other so when one goes down, the  
8 other does too. Spectrum has been contacted to obtain their Emergency  
9 Managers contact information without a response back. While Verizon's  
10 Government representative is out indefinitely and currently, they do not have  
11 a government representative for Northern NV. Chief Sommers said the  
12 process is troublesome, however it is still being researched, and he will work  
13 on obtaining an update from WC Emergency Manager, Kelly Echeverria.

14

15 Vice-Chair McKay inquired on the progress of the public safety pier.

16

17 Chief Sommers stated he has no update. In talking to trustees, he will not  
18 pursue the pier until there is a change in Trustees at Incline Village General  
19 Improvement District (IVGID).

20

21 Director Costalupes asked if the NV Energy contract does not go through, will  
22 NV Energy be taking back the rolling stock.

23

24 Chief Sommers replied that we are one of the very fortunate FDs that have  
25 the equipment paid off. With the mechanism implemented and the payoff  
26 schedule implemented, we have met that, and NLTFPD owns those vehicles.

27

28 Vice-Chair McKay asked if the NDF billing issue would affect operations and  
29 expenses.

30

31 Chief Financial Officer (CFO) Signorelli explained it does not affect operations  
32 and expenses, but it does affect our cash flow. Cash flow will be monitored,  
33 and we will need to utilize the funds we have with the Local Government  
34 Investment Pool (LGIP) that are invested and continue to monitor, as we do  
35 not see the larger property tax payments in July.

36

37 Director McKay commented that if this continues it may curtail the standard  
38 operation next year with them.

39

40 CFO Signorelli confirmed she and Division Chief (DC) Powning will be working  
41 very closely with how the budget will be managed, although it is really  
42 mitigating. CFO Signorelli recognized DC Powning for the great job he is doing  
43 in understanding what the future may entail until the contract is signed.

44

1 Chief Sommers added that this is not only happening in this FD, and if it the  
2 contracts do not happen, there will be a big uproar from Fire Chiefs  
3 commenting that we will stand on the FS property lines and wait for the fires  
4 to get to us before it is put out.

5  
6 Director McKay commented there are serious implications for firefighting  
7 efforts everywhere.

8  
9 Chief Sommers agreed and added that the district is at that point with the  
10 Department of Defense (DOD) saying NLTFPD will not respond to a DOD fire  
11 as they do pay. They do not pay the Bureau of Land Management (BLM) and  
12 BLM does just that, they stand on the line and wait for the fire.

13  
14 Chair Herron asked if there were any further questions.

15  
16 **\*Chief Officers Report presented by Assistant Fire Chief Barnum.**

17  
18 Assistant Fire Chief Barnum reported the following:

19  
20 The Emergency Medical Services (EMS), transition from BC Sambrano to BC  
21 Quinlan is in a good progress expecting a good transition in February when  
22 BC Sambrano retires.

23  
24 AutoPulse Cardiopulmonary resuscitation (CPR) devices received through a  
25 Federal Emergency Management Agency (FEMA) grant will be received in  
26 February with NLTFPD being one of the first on the West Coast to implement  
27 AutoPulse CPR.

28  
29 Fleet, both of the new ambulances will be in the district at the end of March.  
30 In the last budget cycle, the purchase of a Type 1 was approved, three vendors  
31 were sought but we have only heard back from one vendor that is able to give  
32 us a bid. Our current engines are Rosenbauer, and currently Rosenbauer is  
33 three years out, with big orders that they do not return phone calls. With this,  
34 it has been decided that we will go with Pierce Fire Apparatus. AFC Barnum  
35 advised the Board that in the February BOD meeting, he will have an agenda  
36 item for the BOD to approve the Pierce purchase. AFC Barnum explained  
37 Pierce goes through a purchasing consortium, so there will be no need to do  
38 the three bids. AFC Barnum stated he will seek BOD guidance in February and  
39 added that the Pierce engines are also three years out.

40  
41 Training, since the last BOD meeting, the Mass Casualty Incident (MCI) drill  
42 was held, with over 150 participants and five different agencies at Village  
43 Green. The drill was great for the crews as it was a good learning experience.  
44 AFC Barnum thanked FF/PM Michael Peck for organizing the drill in its entirety.

1 Last month, an outside consultant was contracted, and student tuition was  
2 paid for by North Tahoe Fire Protection District (NTFPD) to do a FF Evacuation  
3 Class, the facilities of the old Incline Elementary School were used, with over  
4 140 students from eight different agencies completing the class. Avalanche  
5 training is the focus for the month. Crews will be working with Nevada  
6 Department of Transportation (NDOT), Washoe County Roads, Mt. Rose Ski  
7 Patrol, Highway Patrol, Truckee Meadows Fire Protection District (TMFPD) on  
8 avalanche drills and scenarios.

9  
10 Self-Contained Breathing Apparatus (SCBA) grant, this past Monday all new  
11 SCBAs were placed on the riggs. AFC Barnum thanked Public Information  
12 Officer (PIO) Rancourt for securing the grant, Captain Melkonian who did the  
13 equipment selection, Captain Ashby who compiled and implemented the  
14 training program, Paramedic (PM) Kollasch who did the actual training and did  
15 a fantastic job and got a confined space trailer from TMFPD for some of the  
16 training and PM Nolan who is doing the fit testing. AFC Barnum again thanked  
17 the team for their efforts and said it is a heavy lift between five agencies and  
18 said all that is left to do it with the SCBAs is inventory and reporting.

19  
20 End of report.

21  
22 **\*Prevention Report presented by Fire Marshal James.**

23  
24 Chief Sommers reported Fire Marshal (FM) James is out sick, however his  
25 report had been submitted as part of the BOD packet and said he or PIO  
26 Rancourt are available for any questions.

27  
28 Vice-Chair McKay asked if FM James sends out plan checks to a third party for  
29 more expertise on the more complicated projects.

30  
31 Chief Sommers confirmed a third party is used.

32  
33 **\*Fuels Management Report as presented by Division Chief Powning.**

34  
35 DC Powning provided the attached report, 2022-2023 Field Season Stats.

36  
37 DC Powning recognized the season began with a light fire season which  
38 allowed for a better year for fuels treatment throughout our jurisdiction.

39  
40 DC Powning went through the statistics outlined on the report for acres  
41 thinned, NV Energy poles, understory burns, plie burning, chipping,  
42 Defensible Space Evaluations (DSE's), fire responses, new qualifications, and  
43 provided an update on grants.

44



1 DC Powning added that if we will not be working with NV Energy, the fuels  
2 program has been set up for success as far as workload goes for the next  
3 three to four years. All that will change is that DC Powning will seek out  
4 different types of funding opportunities that would potentially create a  
5 different structure. DC Powning confirmed what Chief Sommers reported and  
6 said vehicles have been paid off.

7  
8 DC Powning lastly reported seasonal hiring process will commence in three  
9 weeks and will wait to fill full-time (FT) vacancies until it is clear what will  
10 happen with the NV Energy partnership.

11  
12 Vice-Chair McKay complimented DC Powning on a nicely done job.

13  
14 **\*Chief Financial Report presented by Chief Financial Officer Signorelli.**

15  
16 CFO Signorelli advised her report had been submitted as part of the BOD  
17 packet and is available for questions.

18  
19 CFO Signorelli reported there are date changes to the Budget Schedule that  
20 was emailed to the Board. The May 2024 BOD meeting will need to be changed  
21 to be in accordance with Nevada Revised Statutes (NRS).

22  
23 CFO Signorelli took a moment to say thank you to everyone as she cleared  
24 probation in November. CFO Signorelli stated she was thankful and recognized  
25 Chief Sommers for being so amazing. CFO Signorelli thanked the entire staff  
26 as it has been collaborative, welcoming, and with the changes happening and  
27 all of the moving parts everybody has been great to work with. CFO Signorelli  
28 recognized Executive Administrative Assistant Andreina Quiroz for being  
29 instrumental in assisting her with work, meeting deadlines and learning the  
30 public entity coming from corporate. CFO Signorelli also thanked Tracy Collins  
31 for all of her effort in payroll as there have been many issues.

32  
33 End of report.

34  
35 Chair Herron clarified Budget Schedule dates with CFO Signorelli for February  
36 and confirmed the BOD meeting will be held on February 21, 2024.

37  
38 Director Miller stated he is unavailable for the BOD meeting for February 21<sup>st</sup>,  
39 2024.

40  
41 Chair Herron directed CFO Signorelli to connect with Vice-Chair Miller to  
42 reschedule the February 2024 BOD meeting.

43  
44 No further questions.

1 **\*Public Education Information Officer Report presented by PIO**  
2 **Rancourt.**

3  
4 PIO Rancourt advised her report had been submitted as part of the BOD packet  
5 and is available for questions.

6  
7 PIO Rancourt highlighted on the following:

8  
9 Evacuation forum stating the attendance we had hoped for was not obtained  
10 but there were 65 people who attended in person and 15 online, all questions  
11 submitted were answered very well. PIO Rancourt thanked all the residents  
12 who attended and support Staff.

13  
14 Chief Sommers and DC Powning were on KOLO Channel 8 News earlier in the  
15 month on the story, The Why Behind RX Fire via Zoom.

16  
17 AFC Barnum did an avalanche story that went well with a lot of positive  
18 feedback.

19  
20 Lastly, PIO Rancourt advised she is working on the application for the pancake  
21 breakfast that will be held Tuesday, July 2<sup>nd</sup>, 2024, and said that it is NLTFPD's  
22 65<sup>th</sup> year as a FD in Incline Village which will also be highlighted during the  
23 event.

24  
25 End of report.

26  
27 **\*Local Union 2139**

28  
29 Secretary-Treasurer Brian Maples reported on the following:

30  
31 Union membership is at 42 members, with 100% participation, meaning the  
32 line is fully staffed and the Union would like to thank the BOD as well as the  
33 FD for continuing to hire.

34  
35 Negotiations have commenced, the first meeting was held in December with  
36 the next meeting scheduled for the first week in February.


37  
38 The Annual Fundraiser was held at the Paramedic Refresher (PMR), and due  
39 to being unable to do the annual Blackjack Tournament, Engineer Park and  
40 Engineer were able to put together a last-minute raffle that \$4000. The total  
41 donation to the Northern Nevada Childrens Cancer Foundation (NNCCF) was  
42 for \$6000 which was then matched by the William N. Pennington Foundation.

43  
44 Lastly, the Union held their election and nominations for officers and

1 committees. Secretary-Treasurer Maples provided a copy of the 2024-2025  
2 Officers and Committee Members for Local 2139.

3  
4 **\*NRS 241.020 RE: Public Comment. This is a Time for the Public to**  
5 **Comment on any Matter, Whether or Not it is Included on the Agenda**  
6 **of this Meeting.**  
7

8  
9 **Meeting Adjournment 12:38 p.m.**

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14 \_\_\_\_\_  
15 Andreina Quiroz, Secretary

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Susan Herron, Chairman