

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

**March 16, 2022**

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

**MEETING CALLED TO ORDER:** Vice-Chair Cross 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; Business Manager Sharon Cary, NLTFPD; Fire Marshal Jennifer Donohue, NLTFPD; Legal Counsel, Jason Guinasso; Division Chief Isaac Powning, NLTFPD; Battalion Chief Carol Green, NLTFPD; Chase Purinton, Local 2139 Union Representative; PIO Tia Rancourt, NLTFPD; Administrative Assistant/Board Secretary Andreina Quiroz, NLTFPD; Logistics Manager Alan Green, NLTFPD; CPR Coordinator Jim Whitson, NLTFPD; Forester April Shackelford, NLTFPD; FF/PM Zack Chatelle, 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.**

**CONSENT AGENDA:** Approved as submitted.

Approval of Minutes of the February 16, 2022, Board of Directors Meeting.

Review of Accounts Payable for February 2022.

Approval of the February 2022 Monthly Management Report.

**NEW BUSINESS**

1. Discussion of and Possible Action to Award the Contract for the North Lake Tahoe Fire Protection District’s Annual Audit of Fiscal Year 2021-2022 to Eide Bailly, presented by Business Manager Cary.

1  
2 Business Manager Cary began by stating that as stated in the Memo  
3 included in the Board meeting packet, Eide Bailly has increased  
4 their prices this year. Kurt Schlicker, partner at Eide Bailly advised  
5 Business Manager Cary the cost increase was based on the  
6 Consumer Price Index (CPI) increase of 8%, therefore the cost of  
7 the audit for the district's financials will be \$50,750, and for the  
8 trust the cost will be, \$11,250.

9  
10 Chair Herron asked if there were any questions for Business  
11 Manager Cary.

12  
13 No questions.

14  
15 Chair Herron stated she would entertain a motion if anyone would  
16 like to make one.

17  
18 Secretary-Treasurer Bremer made a motion to award the contract  
19 for the North Lake Tahoe Fire Protection District's (NLTFPD) Annual  
20 Audit of Fiscal Year 2021-2022 to Eide Bailly.

21  
22 Vice-Chair Cross seconded the motion.

23  
24 Chair Herron stated motion has been moved and seconded and  
25 asked if there were any further comments.

26  
27 Business Manager Cary advised the Board she has already been in  
28 contact with actuarial and the process to update last year's  
29 information has begun. Business Manager Cary added she is in  
30 hopes of being ahead of the game this year.

31  
32 Chair Herron called the question, all in favor.

33  
34 Motion passes unanimously.

- 35  
36 **2.** Discussion of and Possible Action to review Seasonal Firefighter  
37 wages for the 2022 Fire Season to include possible raises consistent  
38 with Board direction and budget augmentation.

39  
40 Chief Sommers began by stating this has been talked about at  
41 several Board meetings and recognized that the wages for the  
42 seasonal firefighters (FF's) are becoming an issue as we are losing  
43 employees to other agencies for multiple reasons. Chief Sommers  
44 said that in working with Vice-Chair Cross, they are looking for a

1 starting point this year, to hire seasonal's at a bit higher wage until  
2 the end of the Fiscal Year (FY), then through the upcoming budget  
3 process, to him, that is when he would foresee or be able to discuss  
4 the wages for next FY and those wages would be included in the  
5 upcoming budget. Chief Sommers explained this discussion is on  
6 today's agenda to figure out what we need to do between now and  
7 the end of the FY.

8  
9 With that, Chief Sommers turned the meeting over to Division Chief  
10 (DC) Powning as he had more information and would be able to  
11 answer any questions the Board may have.

12  
13 DC Powning began by stating the wages that they are looking at are  
14 the wages shared with the Board during the workshop held in  
15 December 2021. DC Powning explained that between Compliance  
16 Officer Erick Rodriguez and himself, the wages presented in  
17 December is where they feel the most comfortable as far as  
18 competitiveness of wages with other agencies goes.

19  
20 DC Powning reported that as of right now, they have lost ten  
21 employees due to this issue and added that some employees are  
22 going to fulltime (FT) positions with other agencies, and said he did  
23 not blame them for that although that is not where he would like for  
24 them to go as he would still like to have seasonal employees but  
25 the seasonal rates that they have identified are in the range of  
26 other agencies to include Federal, California as well as neighboring  
27 agencies. DC Powning added that having incentives was also  
28 discussed and said the incentives would be included in the hourly  
29 wages. One incentive would be some sort of hourly incentive on top  
30 of their hourly rate for a seasonal employee that is an Emergency  
31 Medical Technician's (EMT) Advanced vs EMT Basic. Additionally, DC  
32 Powning stated that another incentive for the crew members would  
33 be, upon completion of their six-month commitment with us, we  
34 would provide them with a \$500.00 allowance/incentive to pay for  
35 their boots.

36  
37 DC Powning believes this would be doing a lot for the crews. DC  
38 Powning commented that a lot of things were looked at when they  
39 developed this analysis, including feedback from the crew members  
40 as they left NLTFPD at the end of last year. DC Powning stated they  
41 are following the process and being transparent by telling  
42 employees the rates they will be hired at, which are the rates that  
43 are approved through the budget.  
44

1 DC Powning stated that right now they are asking to be able to  
2 foresee the future and offer seasonal employee the rates they are  
3 bringing forth. DC Powning explained an analysis was done of what  
4 it would look like if employees were hired nine weeks earlier than  
5 usual, around the end of April beginning of May, and said worse  
6 scenario the district would be looking at a \$272,000 liability. DC  
7 Powning explained the liability would happen if nothing was going  
8 right for us, as most of these costs are reimbursable whether  
9 through fire, project work or contract with NV Energy.

10  
11 DC Powning stated he is open to questions or comments the Board  
12 may have.

13  
14 Director McKay asked how many people are in the NV Energy hand  
15 crew.

16  
17 DC Powning stated the crew has 21 members, with seven people on  
18 an engine and a Fuels Management Officer (FMO), Zac Bray, adding  
19 that the FMO position is 100% funded by NV Energy.

20  
21 Director McKay confirmed with DC Powning they were under  
22 contract with NV Energy.

23  
24 DC Powning confirmed.

25  
26 Director McKay asked that since NV Energy will pay most of the  
27 wages, would they do the same if they wages are raised.

28  
29 DC Powning explained that the contract with NV Energy is similar to  
30 having an Open Purchase Order (PO). DC Powning added they have  
31 consulted with NV Energy on the wage issues and reported that NV  
32 Energy supports us as they see the challenges we are having. DC  
33 Powning reiterated that NV Energy recognizes the problem, and  
34 they support us, and explained that anyone hired under the NV  
35 Energy module, everything is 100% paid by NV Energy, to include  
36 the incentive if approved. DC Powning reported that 33% of the NV  
37 Energy program is 100% covered.

38  
39 Chair Herron referred back to Director McKay's question and asked  
40 that if wages were to be raised to \$30.00 per hour, would NV  
41 Energy still cover it.

42  
43 DC Powning replied he would have to discuss that with NV Energy  
44 but if they agree, then yes.

1 Vice-Chair Cross confirmed this was in the proposal DC Powning  
2 had presented and commented this was a good increase in pay as  
3 he sees it and asked that if in DC Powning's opinion his proposal  
4 was adequate in this format with the other benefits discussed to  
5 retain people against the competition.  
6

7 DC Powning said that if they are comparing seasonal to seasonal  
8 employees, he believes so, and explained that the challenge is, the  
9 seasonal employees that have left, they have accepted FT jobs, that  
10 are fully benefitted which he cannot blame for doing, and added  
11 that when comparing, he believes this will help with retention.  
12

13 Vice-Chair Cross stated he really likes the proposal and said it  
14 exceeded his expectations when this was brought up, except for the  
15 \$500 stipend at the end of six months. Vice-Chair Cross said new  
16 boots is a nice gesture and suggested maybe adding something else  
17 to the stipend like boots and a nice dinner for the employee and  
18 their significant other.  
19

20 DC Powning stated that what the \$500 stipend is spent on  
21 ultimately is the decision of the employee, whether it be on boots  
22 or something else.  
23

24 Vice-Chair Cross asked if there was any room to sweeten the \$500  
25 deal.  
26

27 DC Powning stated there is always room and reiterated that this is  
28 where he and Compliance Office Rodriguez feel comfortable. DC  
29 Powning added that another thing they are dealing with is the  
30 increase in CPI and what that is going to look like, and they are  
31 looking at all worse case scenarios including the possibility of a poor  
32 fire season and the impact a poor fire season would have.  
33

34 Director McKay referred to DC Powning's earlier statement, where  
35 he said he expected to lose about ten people this season, many of  
36 them to get a FT job, or a better job with somebody else, Director  
37 McKay asked if any other reasons were given like if the job too  
38 hard, or life in general.  
39

40 DC Powning explained that the ten employees he mentioned earlier  
41 were lost in the last two to three weeks, adding that he had  
42 extended a job offer to them, but they accepted job offers from  
43 other agencies, so they chose the better offer. DC Powning said he

1 does not hear that it is too hard of a job and added that he has his  
2 opinion on that as he sees what is out in the field.

3  
4 Director McKay directed his question to Business Manager Cary  
5 confirming that she had stated the crews overall make the district  
6 \$500,000 to \$600,000 a year in reimbursements with being offsite  
7 and that we also feed them in the slow season a couple hundred  
8 grand and asked if that is still considered in the \$500,000 to  
9 \$600,000 a year.

10  
11 Business Manager Cary replied they do not make the district quite  
12 that much every year, as it depends on the season.

13  
14 Director McKay commented this was probable for last year as it was  
15 an extraordinary year.

16  
17 Business Manager Cary agreed last year was an extraordinary year  
18 and reiterated the money made depends on the season.

19  
20 Secretary-Treasurer Bremer asked Business Manager Cary where in  
21 the budget would these funds come from.

22  
23 Business Manager Cary replied that the funds would come from the  
24 Fuels Department, as every year, the fuel budgets at the absolute  
25 highest rate, for everyone, although not everyone is making the  
26 higher rate, and added that in the Fuels budget itself, there is some  
27 flexibility for this year, and next year for the budget, the raises and  
28 the \$500 stipend would be added to the budget.

29  
30 Secretary-Treasurer Bremer asked how much extra there was,  
31 adding she agrees this should be done, but she is worried and  
32 would like to know where the money is coming from to pay for this  
33 as \$272,000 is a lot.

34  
35 Business Manager Cary agreed and added that that is not in this  
36 space of time, as it will be for a month and a half.

37  
38 DC Powning replied the \$272,000 would run out in nine weeks, and  
39 in that time, they are being reimbursed from project work, and if  
40 there was a fire, they would receive reimbursement from the fire,  
41 and recognized there is downtime like the 40-hour critical training  
42 week, which is where the start of use of the \$450,000 would  
43 happen. DC Powning stated that one of the things they looked at  
44 over the past four years within the Fuels Division is what

1 percentage of overall costs does the Fuels Division bring in,  
2 reporting that over the course of four years, the average was 11%,  
3 so it is minimal, and they are very comfortable staying under the  
4 \$450,000 regardless of the increase for the nine weeks or whatever  
5 the outcome may be.

6  
7 Chair Herron asked DC Powning, that if the Board were to make a  
8 motion, what would he be looking at for an effective date, and if he  
9 was looking for a motion that would just accept the proposal as  
10 presented in December or is he looking for a percent increase  
11 today.

12  
13 DC Powning replied he does not know the effective date as the hire  
14 date of the seasonal employees is mother nature dependent.

15  
16 Chair Herron asked what DC Powning would prefer, or what would  
17 he recommend.

18  
19 DC Powning replied he would say the middle of May would be work.

20  
21 Chair Herron confirmed that DC Powning would want the action that  
22 is going to be taken today to be effective on May 15, 2022.

23  
24 Chief Sommers commented that for a motion if it could be said  
25 effective the first day of seasonal hiring, as that gives us a little bit  
26 of latitude with mother nature. Chief Sommers said that in talking  
27 with Business Manager Cary, the word augmentation was added on  
28 as a last resort, and added that from what he is understanding,  
29 "augmentation" may not need to be part of the motion.

30  
31 Chair Herron acknowledged Chief Sommers and referred to DC  
32 Powning's second part of the proposal as proposed in December  
33 2021.

34  
35 DC Powning stated that his proposal in December did not include  
36 the EMT hourlyies, and explained it was an umbrella while they were  
37 looking to entertain other incentives, based off the feedback  
38 received from the employees that were outgoing. DC Powning  
39 stated that at that time they were looking into and analyzing what  
40 our business and finances looked like. Lastly, DC Powning said that  
41 the \$500 and the EMT portion was not in the PowerPoint  
42 presentation he shared with the Board.

43

1 Chair Herron commented that if she were to attempt a motion, the  
2 motion could be something like, effective immediately, today,  
3 March 16, 2022, the NLTFPD Board of Directors is authorizing the  
4 Fuels Division to adjust their seasonal rates in order to recruit and  
5 retain employees during the upcoming season. Chair Herron asked  
6 if that sounded about right.

7  
8 DC Powning replied that sounded fair to him.

9  
10 Chair Herron added to the motion, "to go up to the \$450,000 that  
11 we presently have in the budget but not to exceed it".

12  
13 Chief Sommers agreed and commented he would like to see the  
14 "not to exceed," portion as part of the motion.

15  
16 Chair Herron explained that her thought process would be to pass  
17 the motion, then leave it up to DC Powning and Chief Sommers to  
18 decide what the rates and incentives should be. Chair Herron  
19 acknowledged the proposal DC Powning provided the Board with  
20 and added the Board agrees with the proposal and said there may  
21 be a little more flexibility if the motion is done that way.

22  
23 DC Powning referred to the incentives confirming that the  
24 incentives are not included in the nine-weeks proposal, but they  
25 would be included the budget for the next FY.

26  
27 Chair Herron acknowledged this and confirmed with DC Powning  
28 that he wanted an incentive for this coming season.

29  
30 DC Powning replied that was right and said it is in his budget.

31  
32 Chief Sommers added that the incentive would take effect the next  
33 FY, so it would come to play at the end of the season.

34  
35 Chair Herron recognized that would happen at the end of the  
36 season.

37  
38 Vice-Chair Cross stated he believes it is in the best interest of the  
39 Board and the district, to not leave this open-ended to whatever DC  
40 Powning and Chief Sommers decide, as what if it is decided that  
41 nothing will be done this season. Vice-Chair Cross stated that what  
42 DC Powning has proposed and referred to the yellow chart in the  
43 PowerPoint presentation in December, showing the pay and going  
44 from the 4:1 to Hazard Pay to adding the raise for EMT



1 qualifications and the stipend for completing six months of  
2 continuous service, and if everyone is in agreeance, Vice-Chair  
3 Cross would like for that to be part of the motion, that way at least  
4 there will be a solid foundation to know approximately where they  
5 are going with this. Vice-Chair Cross asked the Chief's if this would  
6 give them latitude.

7  
8 DC Powning replied that what he is really looking for right now is for  
9 what to be able to tell incoming employees what their hourly rate is  
10 going to be and about the extra incentives. DC Powning said  
11 regarding the 4:1 and Hazard Pay, he does not believe it is a  
12 budgeted type of issue, but rather more of a business process in  
13 what we do and added that in fact it is a benefit to us as a Fire  
14 District. DC Powning reiterated that right now the hourly rate that  
15 employees will be appointed at is what is important.

16  
17 Chair Herron asked if it would be any impact if the Board was to  
18 pass motion on the consent calendar of the next Board meeting  
19 explaining that it is not super clear and she is concerned about the  
20 agenda item, as it says, to include possible raises consistent with  
21 Board direction and budget augmentation. Chair Herron stated that  
22 this was not said in the December presentation, which is why she is  
23 a little concerned about. Chair Herron again asked DC Powning if  
24 the Board was to do this item at the next meeting under consent,  
25 would it impact him.

26  
27 DC Powning said, yes it would impact him.

28  
29 Director Costalupes commented that now is the hiring time for the  
30 season, he is looking for crews as his season starts May 1, and DC  
31 Powning's season begins as soon as it gets warm. Director  
32 Costalupes acknowledged that he does not have a huge labor pool  
33 to go off in his professional business and asked DC Powning how he  
34 was doing with applicants and if he had pending applications.

35  
36 DC Powning replied he does not have pending applications, and the  
37 last job was offered yesterday to the last applicant.

38  
39 Director Costalupes expressed that the signing bonus was a great  
40 idea and added that it looks like DC Powning has ammunition to get  
41 manpower started.

1 Director McKay asked DC Powning typically how many employees  
2 he loses in September or early October that to go back to school  
3 before their six-month commitment ends.  
4

5 DC Powning replied very few employees are lost, and said they had  
6 a time where they were hiring a lot of students but with the  
7 workload and the commitments that we have, he needs a six-month  
8 commitment from seasonal employees.  
9

10 Director McKay asked what employees are provided as far as gear  
11 and asked if Nomex shirts and pants were provided and if the  
12 employee responsible for everything else.  
13

14 DC Powning replied employees are provided with everything they  
15 need, including Personal Protective Equipment (PPE), however,  
16 boots are not provided. DC Powning added some employees choose  
17 to go out and purchase their own line gear and reiterated that boots  
18 are the only item we do not provide.  
19

20 Director McKay asked the Board if they thought this agenda item  
21 was too big for today or if it could be wrapped up today.  
22

23 Legal Counsel Guinasso stated he thought the agenda item could be  
24 wrapped up today as everything was wrapped around the wage  
25 issue, and the motion as articulated by Chair Herron would be  
26 Directors responsive to what needs to be done.  
27

28 Vice-Chair Cross asked how some strength could be put in this  
29 motion, as he firmly likes how it starts out, but he would like to  
30 ensure that the message is out there, that the motion would include  
31 all the things that have been discussed. Vice-Chair Cross asked  
32 Legal Counsel Guinasso if those things needed to be stated in the  
33 motion.  
34

35 Legal Counsel Guinasso replied to Vice-Chair Cross saying it could  
36 be done in accordance with the proposal provided to the Board.  
37

38 Chair Herron would like to attempt to make a motion.  
39

40 Business Manager Cary interjected the motion to let Chair Herron  
41 know that she would need to add the "augmentation" verbiage into  
42 the motion, just in case and ultimately to be on the safe side so  
43 that we do not have to come back and advise the Board that we will  
44 have to an augment and added that if we did have to a budget

1 augmentation for any reason, last year we had over \$2 million in  
2 excess of the budgeted amount in the fund balance, which gives us  
3 \$2 million to augment the operating budget by if needed. Business  
4 Manager Cary expressed she wanted to clarify this before a motion  
5 was made.

6  
7 Legal Counsel Guinasso referred to Chair Herron and stated that  
8 regarding an augmentation, it has legal significance, and he did not  
9 hear the proposal exceeding the current approved budget,  
10 therefore, from a Legal perspective he does not think there is a  
11 need for an augmentation. Legal Counsel Guinasso added that there  
12 will be a Budget approved in May that will likely cover, so for legal  
13 purposes, an augmentation may not be needed.

14  
15 Business Manager Cary added it would cover through this FY if  
16 there were an issue.

17  
18 Chair Herron stated she believes that for a budget augmentation if  
19 needed they could come back at a special meeting for it.

20  
21 Business Manager Cary confirmed that was correct.

22  
23 Chair Herron moved to make a motion, that effective March 16,  
24 2022, the Board of Directors would like to approve the seasonal  
25 hiring proposal as presented at the December 2021 BOD meeting,  
26 to provide salary increases consistent with that presentation for the  
27 2022 fire season. Not to exceed the current budget of \$450,000.

28  
29 Chair Herron asked Board Secretary Andreina Quiroz if she could  
30 read the motion back to her.

31  
32 Board Secretary Andreina Quiroz stated, effective March 16, 2022,  
33 the Board of Directors would like to approve the seasonal hiring  
34 proposal as presented at the December 2021 BOD meeting, to  
35 provide salary increases consistent with that presentation for the  
36 2022 fire season, not to exceed the current Budget of \$450,000.

37  
38 Chair Herron complemented Board Secretary Andreina Quiroz on a  
39 job well done reading back the proposed motion and asked her to  
40 add "and incentives," after the word wages.

41  
42 Board Secretary Quiroz made requested change.  
43

1 Proposed motion reads, effective March 16, 2022, the Board of  
2 Directors would like to approve the seasonal hiring proposal as  
3 presented at the December 2021 BOD meeting, to provide  
4 increased wages and incentives consistent with that presentation  
5 for the 2022 fire season, not to exceed the current Budget of  
6 \$450,000.

7  
8 Secretary-Treasurer Bremer seconded the motion.

9  
10 Chair Herron asked for the motion to be read out loud again.

11  
12 Board Secretary Andreina Quiroz stated, effective March 16, 2022,  
13 the Board of Directors would like to approve the seasonal hiring  
14 proposal as presented at the December 2021 BOD meeting, to  
15 provide increased wages and incentives consistent with that  
16 presentation for the 2022 fire season, not to exceed the current  
17 Budget of \$450,000.

18  
19 Chair Herron asked Board Secretary Andreina Quiroz to change,  
20 "would like to approve", to say, does approve.

21  
22 Board Secretary Andreina Quiroz made the requested change and  
23 read the motion out loud.

24  
25 Board Secretary Andreina Quiroz stated, effective March 16, 2022,  
26 the Board does approve the seasonal hiring proposal as presented  
27 at the December 2021 BOD meeting, to provide increased wages  
28 and incentives, consistent with that presentation, not to exceed the  
29 current Budget of \$450,000.

30  
31 Vice-Chair Cross asked if we were covered with that statement for  
32 the rates presented.

33  
34 Chair Herron believes all is correct with the motion now and asked  
35 if there were any further comments as she had one comment.

36  
37 Chair Herron thanked Vice-Chair Cross for bringing this to the  
38 attention of the Board and expressed her appreciation and  
39 complimented him.

40  
41 Chair Herron called the question, all in favor.

42  
43 Motion passes unanimously.  
44

1 Chair Herron thanked and congratulated everyone for a job well  
2 done.

3  
4 **OLD BUSINESS:** No old business.

5  
6 \*Legal Counsel Reports.

7  
8 Legal Counsel Guinasso thanked the Board for having him today and  
9 expressed he was glad to be here today as it had been a while since he had  
10 attended an NLTFPD BOD meeting.

11  
12 Legal Counsel Guinasso added he had no report for the Board.

13  
14 \*Board of Directors Comments or Reports.

15  
16 Vice-Chair Cross took a moment to thank DC Powning, Chief Sommers, and  
17 everyone for the consideration in helping improve the Fuels Division and is in  
18 hopes that this will help the fuels employees live better.

19  
20 \*Fire Chief Reports presented by Fire Chief Sommers.

21  
22 Chief Sommers began by stating he will be doing his and reporting on behalf  
23 of Assistant Fire Chief (AFC) Barnum's report as AFC Barnum is unable to  
24 attend today's meeting.

25  
26 Chief Sommers reported on the Public Safety Pier (PSP), saying he has  
27 brought this up in the last few meetings and advised the Board that Tahoe  
28 Regional Planning Agency (TRPA) is spearheading the process, which is good  
29 because if they can be involved in the project early on, it will alleviate some  
30 of the red tape. Chief Sommers explained to TRPA that we would work with  
31 them, if they help us with the red tape. Currently, for our fire district, Chief  
32 Sommers stated we are looking at having the PSP at Sand Harbor, adding  
33 that the pier would house NLTFPD, Washoe County, Nevada Department of  
34 Wildlife (NDOW), and State Parks boats. Chief Sommers said that if the pier  
35 can be approved at a State Park, verbally, NDOW has been conversed with,  
36 and they believe they have a source for a grant to help with the funding. As  
37 Chief Sommers mentioned before, TRPA has approved the concept of having  
38 PSP's, and there would be one pier for each county that touches the lake,  
39 except for Carson City, and added they are currently coming up with a  
40 criteria list. Chief Sommers advised this will continue to be on his meeting  
41 agenda going forward.

42  
43 Chief Sommers moved on to report that a neighboring district, Tahoe  
44 Douglas Fire Protection District (TDFPD), is working on programs they would

1 like to start up and Chief Sommers wanted to bring them to the attention of  
2 the Board. Chief Sommers stated the TDFPD Fire Chief is wanting to put in a  
3 Helicopter Program, and he is going to attempt to raise \$60 million for the  
4 program. With this, the helicopter would be available to the entire basin, for  
5 not only wildfire response but it would be an all-risk Helicopter Program.  
6 Chief Sommers advised that the TDFPD Fire Chief will be reaching out to  
7 agencies to augment staff and added that we currently have managers that  
8 we could staff the helicopter with on an as needed basis unless it is taken  
9 further with a contract and guaranteed hours.

10  
11 Chief Sommers added that the TDFPD Fire Chief is also pursuing a concept of  
12 shaded fuel breaks around the entire basin, starting on the Nevada side.  
13 Chief Sommers said Washoe County, Douglas County and Carson is where  
14 he would like to put in the shaded fuel breaks. Chief Sommers explained  
15 that the TDFPD Fire Chief, Chief Lindgren is a retired Cal-Fire Unit Chief, and  
16 they use these shaded fuel breaks exclusively in California, a lot. Chief  
17 Sommers added they have monthly meetings with the Forest Service to see  
18 how it goes and added that both of these proposed programs, will have the  
19 fundraising go through the Parasol Foundation.

20  
21 Chief Sommers reported that at the beginning of the month, Fire Marshal  
22 (FM) Donohue, Public Information Officer (PIO) Rancourt and he presented  
23 at the Incline Village/Crystal Bay Citizen Advisory Board (CAB) meeting.  
24 Chief Sommers reported that the meeting went very well, and that the  
25 Washoe County Emergency Manager Kelly Echeverria and he tagged teamed  
26 during the meeting. Chief Sommers recognized the progress made since the  
27 Caldor Fire, and reported that as it can be seen on the Emergency  
28 Preparedness Guide, it shows there are three ways out of Incline Village, and  
29 said that for this presentation, with the help of Washoe County Search and  
30 Rescue, they zoned out the town and recognized that there is still a lot of  
31 work that needs to be done with that concept but that this concept is just an  
32 example of what we are proposing to the community. Chief Sommers stated  
33 he emphasized throughout the meeting that in the case of an evacuation,  
34 the community must listen, because if they do not listen, the roads will be  
35 clogged which will happen no matter what. Chief Sommers added there were  
36 a lot of good questions and comments that resided with Washoe County  
37 itself, because as we know evacuations belong to the County, Emergency  
38 Manager, and the Sherriff's Office. Chief Sommers stated that community  
39 members really wanted to point down what NLTFPD will be doing during an  
40 evacuation and Chief Sommers responded we will not be doing much as we  
41 will be fighting the fire and that evacuations are not our privy.

42  
43 Chief Sommers reported there were also conversations about proposed  
44 projects, but he did not speak on those projects.

1

2 Chief Sommers stated he sits on the Board for the Hazardous Fuels  
3 Mitigation Sub-Group for Southern Nevada Public Land Management Act  
4 (SNPLMA) Funds for Round 19, saying they have gone through the first  
5 round, and added that he is unable to vote on that, but that we as an  
6 agency did not put in for Round 19 as we have too many things going on  
7 from Round 16 and up that we still need to get done to fill those obligations  
8 and we do not have the staffing to fulfill those grants.

9

10 Chief Sommers reported on the Sierra Front Incident Management Team,  
11 reporting they have revamped the entire process, and there will only be one  
12 Sierra Front Team this year. Last year, Chief Sommers Incident Commander  
13 (IC) of the second team and they never went out as half of his members  
14 were with Team One and when they went out, they would go out for  
15 extended periods of time, and it was not doing any agency any benefit when  
16 a team is not available. Chief Sommers explained they have gone to one  
17 robust team, and the IC is Scott Stevenson from Truckee Meadows Fire  
18 District, his Deputy IC is retired Battalion Chief (BC) from Carson, Tom Raw,  
19 he and a few other members of the district that will be participating on that  
20 roster and will be supporting the Sierra Front Team this year. Chief  
21 Sommers reported they have also joined the NV Team Rotation List.

22

23 Chief Sommers reported there have been more changes with Nevada  
24 Division of Forestry (NDF), stating that the State FMO is going to retire, and  
25 this impacts us as he is our contact when it comes to the Wildland Fire  
26 Protection Program (WFPP), or any billing issues that we have for fire  
27 response or fuels projects, Chief Sommers does not know who will replace  
28 him yet nor does he know if the retirement has been announced. Chief  
29 Sommers stated NDF is having personnel changes so we may have a few  
30 issues but is hopeful they will have someone who is up to date on the billing  
31 process as NDF has decided to help us out as the Feds cannot directly pay us  
32 due to the Fire Reciprocal Act.

33

34 Chief Sommers reported that PIO Rancourt will be giving a presentation on a  
35 new Application (APP) that will be launching, PulsePoint. Chief Sommers  
36 stated that after the Board sees the presentation, we would like to open it  
37 up to the Board of Directors to be, through the APP a certified responder, as  
38 that opens a few more layers to the APP as it shows real time incidents as  
39 they are happening. Chief Sommers reiterated that after the presentation if  
40 the Board would like to be certified more information can be provided to  
41 those interested.

42

43 Lastly, Chief Sommers reported that Operator Ray Edwards who served the  
44 district from 1974 to 2002, pass away last week. Operator Edwards lived in

1 Reno near retired Fire Chief Michael Brown. Operator Edwards rode his bike  
2 by retired Fire Chief Brown's home every single day and the day he did not,  
3 retired Fire Chief Brown inquired on what was happening. Operator Edwards  
4 is survived by his wife Judy. Chief Sommers confirmed the district has  
5 reached out to her via retired Fire Chief Brown and she is doing okay all  
6 things considered.

7

8 End of report.

9

10 \*Chief Officers Reports presented by Assistant Fire Chief Barnum.

11

12 Chief Sommers reported on behalf of AFC Barnum.

13

14 AFC Barnum did not have any updates for Emergency Medical Services  
15 (EMS) managed by BC Sambrano or Dispatch managed by BC Green.

16

17 Chief Sommers reported on Training, managed by BC Reed, reporting there  
18 is a lot training happening and BC Reed is doing a great job. This month  
19 crews are concentrating on Hazmat training.

20

21 Chief Sommers reported on Fleet reporting it is staying up, and would like to  
22 preference that our Mechanic is overwhelmed, a comparison was done and  
23 we have a lot more rolling stock than most agencies that have two  
24 mechanics.

25

26 Chief Sommers reported staffing looks good and we are doing okay, however  
27 we do have two FT employees out due to long-term industrial injuries.

28

29 End of AFC Barnum's report.

30

31 Director Costalupes asked if there was any in-house help for the mechanic.

32

33 Chief Sommers replied there is, and said the crews step up and come help  
34 him as needed.

35

36 Director McKay asked if FT help for the mechanic has been considered,  
37 maybe in the next budget.

38

39 Chief Sommers replied this has been talked about and it can be further  
40 discussed at the Budget Workshop Meeting, but he has asked the North  
41 Tahoe Fire Protection District (NTFPD) Fire Chief, as he has a part-time (PT)  
42 mechanic who is going to retire, that if he would like to keep that concept  
43 up, if he would share a position with the mechanic half-time over there and  
44 half-time here, Chief Sommers added he is in discussions with the NT Fire



1 Chief, he is aware that another agency could provide benefits, but it could be  
2 an on-call position, to have a reliable person that knows apparatus to give  
3 our mechanic some help.

4  
5 Chief Sommers added that we did ask NV Energy for a second mechanic to  
6 help, as a lot of our newer rolling stock belongs to them, but Chief Sommers  
7 lost in the bidding war and the second mechanic went to TDFPD. Chief  
8 Sommers confirmed this is being addressed and they are talking about it  
9 between the budget process and there will be more to come during the  
10 Budget Workshop.

11  
12 \*Prevention Reports presented by Fire Marshal Donohue

13  
14 Chair Herron confirmed FM Donohue's report was submitted and could be  
15 found on page 32.

16  
17 FM Donohue confirmed and said she is available for any questions.

18  
19 Chair Herron asked if there were any questions for FM Donohue.

20  
21 Director McKay complimented FM Donohue on the nice work.

22  
23 NLTFPD

24  
25 BOD

26  
27 March 2022

28  
29 I. Prevention Report for February 2022 (18 regular working days)

30  
31 A. Inspections completed = **87**

- 32 1 Business License, Washoe County Child Care,  
33 Reoccurring/Annual, Re-inspections, and Complaints = 56  
34 2 Construction = 22  
35 3 D-Space (const. related) = 3  
36 4 Short Term Rental = 1  
37 5 Fire drills = 0  
38 6 Knox Box = 2  
39 7 Special Event = 1  
40 8 Burn/hot work permits = 2  
41

1 B. Plan review projects received (includes initial, corrections, and  
2 revisions) = **52**

3 1. WC = 31

4 2. NLTFPD = 9

5 3. Pre-TRPA = 7

6 4. Short Term Rental Applications = 5

7  
8 C. Permit fees (billed for December 2021) = **\$ 6,825.97**

9 1. NLT & Pre-TRPA review/inspection fees = **\$2,740.00**

10 2. WC review/inspection fees = **\$ 3,835.97**

11 3. Short Term rental = **\$ 0**

12 4. Citation fees: **\$250.00**

13  
14 D. Burn permit/recreational fuel-fired/ hot work permits issued = **2**

15  
16 E. Alarm responses/fires investigated= **3** (SNU x2 and Assist BC  
17 Reed with fire sprinkler activation issues at 1705 Lakeshore  
18 Blvd)

19  
20 F. Training hours = **16** hours

21  
22 \*Fuels Management Report as presented by Division Chief Powning.

23  
24 DC Powning began by thanking the Board for supporting the wage increase  
25 process for the seasonal employees, stating it will make a big difference, and  
26 their support is appreciated.

27  
28 DC Powning reported the Fuels Division, has completed the last of the  
29 burning probably for the year, unless the Diamond Peak Ski Resort closes  
30 soon, as they have about 11 acres to burn there.

31  
32 DC Powning stated resources are all working in the valley on NV Energy  
33 Projects, as NV Energy has priority circuits they would like done, and since  
34 pile burning is complete, our resources were sent down to assist.

35  
36 DC Powning reported there will be inhouse trainings along with other  
37 trainings coming up.

38  
39 Lastly, DC Powning reported on funds from SNPLMA Round 18, saying they  
40 are finishing the Project-Work Plan, to have it submitted by the end of this  
41 month, and hopefully not be starting so much implementation, but rather  
42 planning and obtaining agreements and contracts in place this summer for

1 that grant.

2  
3 End of report.

4  
5 \*Business Manager Reports presented by Business Manager Cary.

6  
7 Business Manager Cary reported she is working on budgets and otherwise  
8 reminded everybody that the Budget Workshop for the Board is at 9:00 a.m.  
9 on April 14, 2022.

10  
11 Secretary-Treasurer Bremer reminded everybody that April 14<sup>th</sup>, 2022, is a  
12 Thursday not a Wednesday.

13  
14 Chair Herron confirmed that would be the only meeting for the month.

15  
16 Business Manager Cary confirmed and said it would be a combined meeting.

17  
18 Director McKay asked if Business Manager Cary had the latest report on the  
19 property tax refund.

20  
21 Business Manager Cary replied she did not have the latest deposit as that  
22 report is how she knows they are taking out the money, and that report is  
23 not available until April, and she will let them know at the April workshop.

24  
25 \*Public Education Information Officer Reports presented by PIO Rancourt

26  
27 PIO Rancourt greeted the Board and began with the PulsePoint presentation.

28  
29 PIO Rancourt began expressing that we are very excited to share this project  
30 with the Board, adding this has been over two years in the making with the  
31 district. Pio Rancourt explained that the project, PulsePoint, is a Connective  
32 Mobile APP to 911 and it alerts citizens who are trained in Cardiopulmonary  
33 Resuscitation (CPR) that someone nearby in public is having a cardiac arrest  
34 situation and if one is CPR trained one can go and help. The public can  
35 download the APP for free from the Apple Store and or Google Play.

36  
37 PIO Rancourt reported that studies are finding this APP increases  
38 survivability rates and that as part of the American Heart Association (AHA)  
39 2020 Guidelines research is showing that it is very useful, and it is making a  
40 difference and they have incorporated this technology into their  
41 recommendations. PulsePoint is used in over 4,000 communities across the  
42 Nation with 2.5 million users to date.

43  
44 PIO Rancourt informed the Board that PulsePoint will be launching next

1 week, and following today's Board meeting, there will be an e-mail to the  
2 internal contacts that include the Board, employees, and retirees with  
3 information about the program. PIO Rancourt stated next week will be the  
4 external launch, to include a Public Relations (PR) launch, a Press Release  
5 that will be sent out to a very extensive e-mail distribution list to include  
6 Incline Village General Improvement District (IVGID) Staff and Trustees  
7 Washoe County Sherriff's Office (WCSEO), Incline Sub-Station, Incline Village  
8 Community Hospital (IVCH) Staff and Foundation Officers, Washoe County  
9 Schools, the local Incline Elementary, Middle and High Schools and their  
10 respective Parent-Teacher Association (PTA) and Booster Clubs, pre-schools,  
11 Churches, Civic Group Clubs, Board of Realtors, IVCBA, visitors association  
12 and the media contact list which is regional. PIO Rancourt re-iterated that  
13 communication would be sent out Monday and added that in that release,  
14 the link to our landing page that is currently live on our website and shows  
15 the current incidents that are taking place. PIO Rancourt stated there are  
16 also flyers, postcards, and retractable banners to help advertise and support  
17 the program.

18  
19 PIO Rancourt took a moment to introduce Jim Whitson, CPR Coordinator,  
20 and added that he will be promoting PulsePoint during CPR classes to have  
21 people sign up.

22  
23 PIO Rancourt asked if anyone had any questions.

24  
25 Vice-Chair Cross asked if people signed up for the PulsePoint program does  
26 PulsePoint pay the CPR initial certification or re-certification fee.

27  
28 PIO Rancourt replied they do not.

29  
30 Director Costalupes asked CPR Coordinator Whitson if he would be available  
31 to provide refresher courses for companies and their employees.

32  
33 CPR Coordinator Whitson replied he absolutely is available and would be  
34 happy to help.

35  
36 PIO Rancourt took a moment to recognize FF Chase Purinton as he has been  
37 involved in this program along with AFC Barnum and others making it a real  
38 team effort. PIO Rancourt added that FF Purinton will be spearheading the  
39 program with internal employees, on the operations (OPS) side, and PIO  
40 Rancourt will be taking the external approach and they will continue working  
41 together as a team.

42  
43 PIO Rancourt stated she would be e-mailing her monthly Board Report and  
44 asked if anyone had any questions.

1  
2 No further questions.  
3  
4

5 **2.16.2022 – 3.16.2022 Board of Directors Report**  
6 **Public Information/Community Safety & Education**  
7 **Wednesday, 2/16/2021**  
8

9 **UPDATES:**

- 10  
11 1. Press Releases distributed:  
12  
13 a. TFFT: Prescribed Fire Operations Continue 2/28/2022  
14 b. Pile Burning to Continue 3/4/2022  
15 c. Thank You to our Community & Partners 3/11/2022  
16 d. TFFT Prescribed Fire Operations Continue 3/14/2022  
17  
18 2. SOS Leadership Workshop – February 16, 2022  
19 a. Chief Sommers attended and spoke with 3 other  
20 community leaders to a group of 30 students.  
21 b. [SOS Outreach](#) is a nonprofit organization that supports  
22 youth leadership development through a multi-year  
23 progressive program connecting local underserved  
24 youth with mentors through outdoor activity and skiing  
25 and snowboarding.  
26  
27 3. PulsePoint – PR Launch Week of March 21<sup>st</sup>  
28  
29 a. PulsePoint is a 911-connected mobile app that alerts  
30 CPR-trained citizens that have downloaded the app to  
31 someone nearby having a sudden cardiac arrest. The  
32 goal being to increase survivability while first  
33 responders are en route. Interfacing with dispatch, the  
34 app uses the current location of a user and will alert  
35 them if someone in their vicinity, in a public place,  
36 needs CPR.  
37

38 Also of note, due to scientific research, the AHA's 2020  
39 CPR [Guidelines](#) recommend emergency dispatch  
40 systems alert willing bystanders through mobile phone  
41 technology, like PulsePoint to assist in CPR and AED  
42 retrieval.  
43

1 As of October 2020, the PulsePoint app is currently in  
 2 more than 4000 communities and has built a network of  
 3 more than 2.5 million subscribers.  
 4

5 b. Components:

- 6 i. Press Release will go out to identified audience  
 7 groups (IVGID staff and trustees, WCSO Sheriff  
 8 and Incline substation staff, IVCH staff and  
 9 Foundation Officers, WC, schools staff and PTA's,  
 10 boosters, pre-schools, SNU/UNR staff, churches,  
 11 Parasol staff and board, Board of Realtors, Rotary,  
 12 Lions Clubs, IVCBA, IV.CB VCB and media contact  
 13 list) with URL link to the landing page on our  
 14 [website](#), the free download links to [App store](#), and  
 15 [Google Play](#).  
 16 ii. Social media infographics  
 17 iii. Flyers, postcards, stickers, banners  
 18 iv. Monthly CPR classes will encourage all students to  
 19 register  
 20

21 4. CPR/American Heart Association Training Center Classes:

- 22 a. Feb 16 – Mar 16,2022: 28 classes, 213 students  
 23 i. ALS – 4 classes, 31 students  
 24 ii. BLS – 16 class, 81 students  
 25 iii. Heartsaver – 5 classes, 94 students  
 26 iv. PALS – 2 classes,6 students  
 27

28 b. 111 AEDs placed throughout Incline Village/Crystal Bay  
 29

30 5. Social Media Coverage:

- 31 a. Google Analytics: February  
 32 a. Facebook page – 6,345 followers  
 33 b. Instagram – 3,233 followers  
 34 c. Twitter – 2,353 followers  
 35 d. Website – Feb 2022  
 36 i. Jan 2022 1,600 sessions; 1,300 active  
 37 users  
 38

39 \*Local 2139 Union Reports presented by Union Representative Chase  
 40 Purinton.  
 41

42 FF Chase Purinton introduced himself, stated his career at NLTFFPD began  
 43 approximately two and a half years ago, and a resident of Incline Village

1 since 2002. FF Purinton stated he began his fire career in 2012 when he was  
2 hired by the City of Elko, then offered a position with the Reno-Tahoe Airport  
3 Authority as FF, where he promoted to Engineer and was an Acting Captain  
4 up until he joined NLTFPD as a FF.

5  
6 FF Purinton stated Union Elections were held in January and he was elected  
7 to the E-Board as well as Grievance and Negotiations committees.

8  
9 FF Purinton is present today to thank the district for the Captain's  
10 Promotional Exam that was held last month, as allowing members to study  
11 for and test for those opportunities is big. FF Purinton recognized that  
12 although there are no immediate Captain vacancies, continuing to have the  
13 opportunities is great and on behalf of the Union, they would like to thank  
14 Chief Sommers, the Board of Directors, and the district for giving their  
15 members those opportunities.

16  
17 FF Purinton stated that as the Board may know, the Union partners with the  
18 Northern Nevada Children's Cancer Foundation (NNCCF), as their charitable  
19 organization, and added that funds are raised throughout the year with the  
20 sale of t-shirts at events like the pancake breakfast and the Poker  
21 Tournament held during the Paramedic Refresher. FF Purinton stated that  
22 recently a member of the Local Union immediate family was affected by a  
23 diagnosis of Childhood Leukemia and commended NNCCF for really stepping  
24 up for the family as the member was able to experience the benefit that they  
25 give to families in that situation. FF Purinton brought to light that it has  
26 really come full circle for the Union to see that the efforts and money that  
27 they donate really do go to a cause that is worthy and beneficial to those in  
28 that situation.

29  
30 FF Purinton again thanked the district for supporting the Union in their  
31 support of the NNCCF and giving them the opportunity to raise money.

32  
33 End of report.

34  
35 Chair Herron asked if there were any questions.

36  
37 Secretary-Treasurer Bremer inquired with PIO Rancourt on the date of the  
38 pancake breakfast for this year.

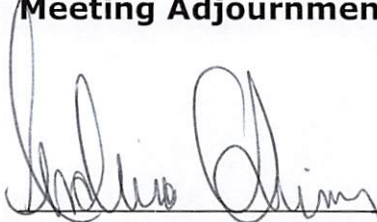
39  
40 PIO Rancourt replied the Pancake Breakfast will be held July 2, 2022.

41  
42 **\*NRS 241.020 re: Public Comment.**

43 This is a Time for the Public to Comment on any Matter, Whether or Not it is  
44 Included on the Agenda of this Meeting.

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**Meeting Adjournment 12:50 p.m**

  
\_\_\_\_\_  
Andreina Quiroz, Secretary

  
\_\_\_\_\_  
Susan Herron, Chairman