

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
August 22, 2012

Those Present:

Chairperson Steve Seibel
Trustee Brad Dorton
Trustee Ann Grant
Trustee Kevin Kjer
Fire Chief Ben Sharit
Assistant Chief Mark Novak
Battalion Chief Tim Allison
Battalion Chief Jim Hardison

Fire Marshall Eric Guevin
Administrative Assistant Kate Warner
Administrative Aide Carrie Nolting
Guests: Bob Cook, Larry Schussel

1. Call to Order

Meeting was called to order at 4:00pm.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Dorton.

3. Roll Call

Chairman Seibel, Trustee Bradford, Trustee Dorton, Trustee Grant and Trustee Kjer were present.

4. Approval of Agenda

Trustee Bradford motioned to approve the agenda as presented. Trustee Dorton seconded the motion. No discussion. Motion approved 5-0.

5. Public Comment.

None.

6. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 07/25/12.
- b. Financials 06/30/12.

Trustee Bradford motioned to approve the Consent Calendar items as presented. Trustee Kjer seconded the motion. No discussion. Motion approved 5-0.

7. For Possible Action: Consent items moved forward.

None.

**8. For Possible Action: Set Date for Annual Performance Appraisal for Fire Chief
Select Board Members to complete results for Performance
Appraisal**

Trustee Dorton made a motion that Chairman Seibel and Trustee Bradford form the Performance Appraisal committee to prepare the appraisal for the October regular meeting. Trustee Grant seconded the motion. No public comment. Motion approved 5-0.

**9. Report Item: Review of Monthly Fire District Expenditures
Fire Chief Ben Sharit**

Chief Sharit reviewed key expenses for the past month, and there were no questions regarding the weekly check runs. There was no other discussion.

**10. Report Item: Review of Monthly Fire District Activity
Fire Chief Ben Sharit**

Employee Years of Service Recognition

Engineer Kevin Crebs 15 Years of Service

Updates

A. Fire Safe Council – still waiting for the audits to close.

B. Hiring

- i. **Firefighter/Paramedic Positions** – applications close on 08/24/12, to date there are 120 applications, Carson Fire HR is screening the applications and 34 have cleared the

criteria. There are several explanations for the large gap – the consortium agencies are requiring NV paramedic certification or National Registry and many of the candidates only have CA licenses. Another is that they just took a shot at it with no qualifications or they did not follow the application process.

ii. **Fire Inspector Position** – an offer has been extended, and we hope to have this position filled by mid-September.

iii. **Strike Teams** – active season. Brush 21 (Type 3) is currently out of service for repairs on the ceramic pump seals. This is a 1997 engine, which has seen a lot of rough terrain in rural Nevada. We estimate the life of an engine to be 20 years and plan for replacements accordingly in our Strategic Plan. The Zephyr Crew returned from the Central Sierras – Joshua Tree on a Friday and were dispatched again on Monday to the Rush Fire.

Financial Summary

Just received our first FY 13 ad valorem check for \$236,000, so we are monitoring the expenses closely as is normal for this time of year.

Grant Thornton Auditors are in house conducting the FY 12 audit. A checklist was created after the audit last year which was implemented to better prepare us for this year. A draft report should be available in 45 days with the formal final presentation at the November regular meeting.

Other Topics

Community Outreach – one of Chief Sharit’s goals is to reach out to the community and establish more open lines of communication and a better understanding of what TDFPD does. Some of those components are the Pancake Breakfast – Labor Day Saturday, September 1 from 8:30am-11:30am, PIO releases, blood drives – next one is Tuesday, September 25 from 12 noon- 6pm.

Drug Shortages – Trustee Dorton asked why this issue continues. Chief Novak responded that there are issues with drugs not being profitable for the manufacturers when they qualify to be distributed generically, so they stop producing them. Or, the manufacturing plant may have temporary closures due to not meeting the safety/health requirements. Extensions are being approved nation-wide to allow the use of expired drugs.

Household Hazardous Materials Collection – was conducted in August and was well received.

Update on former Bill's Casino location – FM Guevin said there are three potential businesses pending. The Raw Bar (in the basement), a craft emporium (on the west end) and a telephone bank (top level).

Trustee Grant said that she did a ride-a-long with FM Guevin for the Mont Bleu concert – Sublime. She observed that FM Guevin has a terrific rapport with the management and employees of the casinos. She noted that he has their full cooperation. The new venue has proven to be a good option. They have yet to sell out an event this year, but he expects the response to be stronger with both the concert promoters and the general public.

Trustee Kjer expressed concern over the July ambulance revenue which appears to be very low. Chief Allison responded that he had reviewed the collections with our billing vendor, ADPI and July collections are typically low as a result of the transports 2-3 months prior. We are reviewing the Medicare and Medical billing. July collections are down 3% from our trend, but he expects to see an increase in September. Transports in July 2012 did hit the 2nd highest on record.

Videos/pictures from the crews on fire assignments were reviewed featuring a fire whirl which is evident of the extreme conditions that our crews are experiencing in the field.

11. Discussion: Confirm next meeting, Wednesday, September 26, 2012 @ 4:00pm

No agenda items were noted.

12. Adjourn.

Trustee Bradford motioned to adjourn the meeting. Trustee Grant seconded the motion. No discussion. Motion approved 5-0.

The meeting was adjourned at 4:40pm.

This meeting was recorded on audio tape.

**Kate Warner
Administrative Assistant
Tahoe Douglas Fire**