

TAHOE DOUGLAS FIRE PREVENTION DISTRICT
BOARD OF TRUSTEES MEETING
October 24, 2018

Those Present:

Chairperson Ann Grant	Fire Inspector Todd Stroup
Vice Chairman Kevin Kjer	Crew Supervisor Keegan Schafer
Trustee Greg Felton	Office Manager Kate Warner
Trustee Bill Kirschner	Administrative Assistant Erin Allison
Trustee Larry Schussel	Captain Steve Prather
Legal Counsel Devon Reese (via phone)	Captain Brandon Spry
Fire Chief Scott Baker	Engineer Will Darr
Assistant Chief Jim Antti	Engineer Jesse McDonald
Battalion Chief Todd Moss	Firefighter/Paramedic Kelly Pettit
Battalion Chief Bryce Cranch	Assistant Foreman Jared Correll
Battalion Chief Ralph Jones	Assistant Foreman Mike Monaghan
Fire Marshal Eric Guevin	Guest Aliesa Peterson

1. Call to Order.

Meeting was called to order at 2:30 p.m.

2. Pledge of Allegiance.

Pledge of allegiance was led by Trustee Kirschner.

3. Roll Call.

Chairperson Grant, Vice Chairman Kjer, Trustee Felton, Trustee Kirschner, and Trustee Schussel were present. A quorum was present.

4. Approval of the Agenda.

Trustee Felton motioned to approve the agenda. Trustee Kirschner seconded the motion. Motion approved 5-0.

5. Public Comment.

None.

6. Board Trustee Comment.

Chairperson Grant commented she and a CERT member assisted the homeowner in the Elks Avenue fire as part of the Red Cross and he had nothing but praise for TDFPD and our firefighters who saved his house.

7. Approval of the Consent Calendar.

Items:

- a. Approval of Minutes 08/21/18
- b. Monthly Expenditures
- c. Board Goals & Objectives – 1st quarter update
- d. Standards of Coverage Final Report

Trustee Kirschner motioned to approve the Consent Calendar. Vice Chairman Kjer seconded the motion. Motion approved 5-0.

8. For Possible Action: Consent items moved forward.

None.

9. Presentation: Employee Recognition.
Fire Chief Scott Baker

Chief Baker pinned Assistant Foreman Jared Correll for his promotion from Squad Leader to Assistant Foreman in May 2018.

Chief Baker recognized Engineer Jesse McDonald for his recent promotion from Firefighter/Paramedic to Engineer.

Chief Baker recognized the following employees for their military service in recognition of Veterans Day:

- Assistant Chief Jim Antti
- Engineer Paul Apple
- Fire Chief Scott Baker
- Mechanic Gregg Gemmet
- Captain Kevin Green
- Trustee Bill Kirschner
- Firefighter/Paramedic Greg Koeck
- Forester John Pickett
- Trustee Larry Schussel
- Firefighter/Paramedic James Ward

10. Presentation: Standards of Coverage update.

Assistant Chief Jim Antti
Fire Marshal Eric Guevin
Fire Chief Scott Baker

Assistant Chief Antti presented on the improvement goals A – G that were addressed in the Standards of Coverage report and the actions that are planned or in place to achieve those goals.

Trustee Felton requested that the District come to the board to adjust budget needs if the current budget constraints need to be adjusted to make these goals achievable instead of making tradeoffs for response time.

Chief Antti responded there are not current budget constraints that negatively impact our response times.

Chief Baker commented dispatch is running a report for us on the echo calls. Obtaining Mobile Data Computers (MDCs) has been discussed with dispatch and East Fork Fire. MDCs would allow the crews to mark their arrival on scene, improving the response time data, but this would be an expensive undertaking. Dispatch was very responsive and East Fork was very supportive. We have opportunities with Camino for dispatching that would allow us to use MDCs.

Vice Chairman Kjer asked if tracking echo calls would help the District's ISO rating.

Chief Antti responded it would probably not affect the ISO rating because it is a very small component of the rating. It would not be a significant change, but we will make ISO aware of any changes we make.

Chief Baker commented ESCI and ISO did not request the right information from the right people at dispatch during their evaluations, so we are finding out we are better off than we thought we were.

Trustee Felton asked to clarify if that meant we are better off than ESCI led us to believe.

Chief Baker responded yes.

Chief Antti commented we can filter the data to eliminate outliers that will give us more accurate statistics.

Chief Baker commented we now know specifically what data we need, who to get it from, and how to use it.

Trustee Felton asked if there are grants available to obtain MDCs.

Chief Antti responded yes.

Chairperson Grant asked what a ballpark price for MDCs is.

Chief Jones responded they are at least \$10,000 per unit.

Chief Baker commented it involves licensing, hardware, and an RFP to get equipment, so it would be a long process with costs associated for each.

Chief Baker commented that ESCI looked at a reduction in staffing and only bringing in people when there are special events because we charge for events. We know our mutual aid resources are also busy during major events, so we up staffing on our own dime to ensure we have our own resources. We will continue to look at opportunities for growth.

Chief Baker commented that a reserve firefighter program was also discussed, but would be intensive with taskbooks and training. It would be complicated for our crews to train themselves and the reserves. This is a long-term goal.

Trustee Felton asked the extent to which buy-in on recommendations is happening within the line personnel.

Chief Antti responded the District has not had time to discuss the findings with the crews. We have just started looking into the report and have been working on putting together guidelines for data management and have not had time to discuss with crews. The crews are always working to improve some of the goals addressed, like response time.

Chief Baker commented we are giving them real data that helps create a strategic approach, and everyone is on board. They are continually making improvements.

Fire Marshal Guevin presented on the improvement goals H and I that were addressed in the Standards of Coverage report and the actions that are planned or in place to achieve those goals.

Chief Baker commented that there are always ways to improve community risk reduction, no matter how much we already do. Data will be available for our water rescues and boat program, as well as common medical calls, which will lead us into ways to help prevent common problems. There are a lot of different options within this goal, and we will be looking at common occurrences and prevention options.

Trustee Kirschner asked how 3,600 square feet was determined as the threshold for fire sprinklers.

Fire Marshal Guevin responded it is the start of the fire flow chart.

Chairperson Grant asked if sprinklers would only be required for remodels or new construction. Fire Marshal Guevin all new construction would be required to have fire sprinklers, but remodels could be required to have them if they surpass 3,600 square feet.

Trustee Felton asked to clarify that the current fire sprinkler code used by the District is good, but could get better, and is not as big of a deal as the other goals.

Fire Marshal Guevin responded that is correct. It would save lives and property if we could do better. The international fire code is written that it is required for every home to have sprinklers moving forward.

Chief Baker commented realtors and construction companies do not like this because of cost.

11. Presentation: Fair Labor Standards Act update.
Fire Chief Scott Baker

Chief Baker presented on the history, Collective Bargaining Agreement (CBA), fiscal response, legal response, current status, and future planning of the Fair Labor Standards Act (FLSA) within the District.

Trustee Schussel asked when the FLSA issue started.

Chief Baker responded POOL/PACT started meeting with the District regarding FLSA in January 2016, which stemmed from a previous audit. Corrections started in June 2016 when the CBA was signed. October 2017 was the first adjustment to correct to the legal standards.

Trustee Schussel asked if there is any liability before that date.

Chief Baker responded it has been corrected to the beginning date of the CBA.

Chief Baker commented Local 2441 and the District's administration work well together. Local 2441 invited Chief Baker to attend a FLSA class with them, attempting to learn more about the requirements as a group rather than two individual parties.

Legal Counsel Reese commented part of the difficulty when you look at FLSA as law is it is very short with many different interpretations, which makes it very complicated. There can be many different opinions about vague laws. Chief Baker has done a good job working with the Union to remain on the same page. The District has tried to find consensus and the correct legal standard, which does not always line up, and everyone has worked hard to find the right meaning and pay back what is owed. We had advice from POOL/PACT, an outside lawyer, Local 2441, and our own lawyer. He commended Chief Baker and Local 2441 on their diligence, as this is an incredibly complicated issue with no right answer.

12. Report Item: Review of Monthly Fire District Activities.
Fire Chief Scott Baker

Chief Baker recognized the following employees for their years of service:

- Engineer Fred Parson – 23 years of service

Marine 24 is up for one of top ten significant work boats of 2018 from WorkBoat Magazine. There is an international work boat show in New Orleans on November 29, 2018 where the winner will be announced. It is unique because it was built specifically for our needs and our district in Lake Tahoe. It is great to be selected for this kind of recognition.

The District has hired a Fire Prevention Specialist to assist with the fuels management and fire prevention workload. The candidate has been selected and will be starting around the end of

November. This position will be doing a lot of defensible space and vacation home rental inspections. Defensible space inspections are reimbursed by grants, and the District will be charging for vacation home rental and special event inspections. This position is entry level and we will help them train for the next phase.

A Fire Flow Initiative event will be held October 29. It will be a year-in-review with a short demonstration of the boat's capabilities and tour of boat. Attendees will include board trustees, significant investors, Douglas County board commissioners, TRPA, and state senators.

Congratulations to Engineer Paul Apple and his wife on their new baby boy, Axton.

Significant alarms:

- Fire at Elks Ave
- Rollover vehicle accident
- Motorcycle accident
- Explosion of propane in the back of a camper

The District is improving our relationship with Douglas County dispatch and looking into potential relationships with other dispatch agencies.

The District has several people retiring this year. We are looking ahead and planning for hiring in the spring. We will likely have four opening by next July, and are likely hiring at least three in the spring.

Crew buggies will be delivered by December. They will enhance the capabilities of our fuels team and their work on the Lake Valley project. The Tahoe Fire and Fuels Team would like to expand our model of fuels management around the Basin.

Accounting Specialist Nolting and Office Manager Warner have been reviewing our bank accounts, and reduced administrative fees while gaining more fraud protection for areas of vulnerability that were not already covered.

The District has been working diligently with our insurance broker, LBG, on insurance renewals. We have made the choice to continue fully funded to come in fairly flat this year. Final numbers have not been received yet, but the preliminary numbers look good.

Pancake Breakfast was a success with over 500 people in attendance and over \$2,900 in donations.

FireFest was also a success with over 500 people in attendance, including the U.S. Forest Service, Nevada Division of Forestry, many local agencies, CERT, and Kiwanis.

13. Report Item:

Review of Fire District Division Reports.

Battalion Chief Todd Moss

Fire Marshal Eric Guevin

Moss

The Bomb Squad recently conducted a test for two bomb technician spots, with six people testing. Five candidates passed the physical test and will be interviewing with Chief Baker, Captain Britton from DCSO, and Chief Moss. Two new technicians will be appointed – one from DCSO and one from TDFPD. The FBI allows the bomb squad to have six EOD technicians, and there are currently eight on the squad, including three chief officers. Chief Antti and Chief Jones will not recertify due to retirements, so the squad was allowed to add two extra technicians. The two new technicians they will be appointing soon will be for Chief Moss and Captain Romanowitz. Chief Moss has four years left as EOD technician and then will not recertify.

Between the Homeland Security Grant program and Office of Criminal Justice Assistance grants, \$212,000 have been obtained in grant funds. These funds have been used for training, radios, and EOD equipment. We were just awarded \$82,000 for a new robot and X-ray system. Under the JAG grant, we have been awarded \$132,000, which has been used for three bomb suits and radiation detectors, and we are applying for hand entry kits.

Moss was appointed to Nevada Resilience Commission, which should help with the grant process and receiving funding. This committee makes the funding recommendations for training, exercise, and response efforts.

Trustee Kirschner asked if the technology of the new robot is significantly better than the old robot we have.

Chief Moss responded yes, our other robot is at least ten years old. The first robot is at least twelve years old, and we would need \$250,000 to replace that one.

Guevin

Vacation home rentals continue to be a concern. Mimi Moss has resigned at the County. We are continuing to work with the County and have been attending inspections with Douglas County Code Enforcement. We have completed about 46 with only about four or five that have passed.

Nevada will be adopting the 2018 fire code in January 2019. This will allow us to change the ordinance for vacation home rentals by July. The DA is open to what we want and we will be doing annual inspections for a fee of an hourly rate of approximately \$100. They are also open to requiring all VHRs attached to another structure (multi-home rentals) to have a monitored alarm system. Exiting and BBQ's on decks were also concerns. The DA will write the ordinance in accordance with our recommendations and send that on for review.

The DA would also like to spearhead changes to the fire sprinkler ordinance. We will not roll back on any of our current code, and would like to add the fire sprinkler ordinance updates into the new code adoption. Nothing is controversial on the code adoption other than the fire sprinkler ordinance, so now is a good time to attempt to make this change.

Two hearings will be held for the code adoption. We are trying to have our adoption coincide with the building department's adoption, but we may not be ready for that. A reading will occur in January for adoption and enforcement in July. The building department will do two readings in December with adoption and enforcement in July.

Incline and Carson City have some conflict with realtors and builders, so their code adoptions are on hold at the moment.

Chairperson Grant asked if the visibility of VHR inspections in the community has helped get the unpermitted VHRs applying for permits.

Fire Marshal Guevin responded that would be a question for the County. The County has approved the monitoring program and provided the unregistered people with a grace period, and enforcement for registration violations will likely begin after the next BOCC meeting.

Chief Baker commented the process has been educational for all involved, including the building department, the District, and homeowners.

Trustee Kirschner asked if there will only be one fee for inspections through Douglas County or if there will be a fee for Tahoe Douglas inspections as well.

Fire Marshal Guevin responded initially, we were trying to get part of the fee they pay for license, but that did not work out, so our fee will be separate from Douglas County's fee.

Chief Baker commented the money collected for licensure fees goes directly into the general fund for the County, so it would be difficult to parse it out to us to share the proceeds of those fees.

Vice Chairman Kjer commented Douglas County significantly increased the fee for application and license.

Vice Chairman Kjer asked to clarify that ordinance was just changed/approved, but they will still be re-doing it in the spring.

Chief Baker responded they started re-doing and found it overly complicated. They moved the current ordinance from Title 5 to Title 20 to make it enforceable. Now they will take their time to create a good ordinance.

14. Public Comment:

None.

15. Discussion: Confirm next meeting, with a proposed date of Wednesday, November 28, 2018 with a start time of 2:30 p.m. and possible agenda items.

Trustee Kirschner requested to move the meeting to Tuesday, November 27, 2018.

Vice Chairman Kjer will be gone the entire week.

Meeting confirmed for Tuesday, November 27, 2018 with a start time of 2:30 p.m.

Trustee Felton asked what the status of transferring power in the Stateline corridor is.

Fire Marshal Guevin responded it is not complete, and has been pulled off the table until the spring. It is still operating on compromised system, and four transformers still need to be replaced.

Trustee Felton asked why the Zephyr Crew is only available to closest neighboring agencies.

Chief Baker responded they are working to finish production of fuels management and move on to burning. It is the end-of-season wind down to get local production accomplished.

Adjourn.

Chairperson Grant adjourned the meeting.

Closed Session: Not needed at this meeting.

**Erin Allison
Board Secretary
Tahoe Douglas Fire Protection District**