

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**February 17, 2021**

**Those Present:**

Chairman Larry Schussel  
Vice Chairman Bill Kirschner  
Trustee Kevin Kjer  
Fire Chief Scott Lindgren

Trustee Greg Felton  
Trustee Janet Murphy  
Legal Counsel Jason Guinasso

**1. Call to Order.**

Meeting was called to order at 2:37p.m.

**2. Pledge of Allegiance.**

Pledge of allegiance was led by Larry Schussel.

**3. Roll Call.**

Chairman Schussel, Vice Chairman Kirschner, Trustee Murphy, Trustee Felton and Trustee Kjer were present. A quorum was met.

**4. Approval of the Agenda.**

Trustee Kirschner made a motion to approve the agenda as written. Trustee Kjer seconded the motion. Motion approved 5-0.

**5. Public Comment.**

None.

**6. Board Trustee Comment.**

Trustee Felton congratulated FF/Ps Keogan & Glover on the completion of their probationary period.

**7. Approval of the Consent Calendar.**

**Items:**

- a. Board Meeting Minutes 01/12/2021
- b. Monthly Expenditures
- c. Administrative Policy – 001.00 Purchasing Policy - Revision
- d. Job Description – Accounting Specialist

Chairman Schussel requested to move item 7a forward. Trustee Felton motioned to approve the Consent Calendar as presented. Trustee Kirschner seconded the motion. Motion approved 5-0.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
February 17, 2021

**8. For Possible Action: Consent items moved forward.**

- a. Board Meeting Minutes 01/12/2021

Chairman Schussel clarified that Trustee Kjer was present virtually via phone at the January meeting.

Trustee Felton motioned to approve the Consent Calendar correction. Trustee Kirschner seconded the motion. Motion approved 5-0.

**9. Presentation:**

**Employee Recognition**

**Service Recognition:**

Crew Foreman Matt Fogarty	7 Years of Service
Office Manager Kate Warner	11 Years of Service

**Pinning New Firefighters:**

FF/ AEMT Josef Almeida  
FF/AEMT Cade Bolton  
FF/PM Joseph Fording  
FF/PM Corey McCarthy  
FF/AEMT Matthew Steventon  
FF/AEMT Nolan Weintz

**Probationary Period Completion:**

FF/PM Peter Keogan  
FF/PM Danny Glover

**10. Presentation:**

**Wildland Fire & Fuels – 2020 Season Review and 2021 Season planning and projections.**

FMO Keegan Schafer

FMO Schafer reviewed the 2020 Wildland Season - fire assignments, community projects and prescribed burns being conducted throughout the District. FMO Schafer presented to the Board a recruitment video created by the Zephyr Crew Foreman's, Mike Monaghan and Jared Correll and Prevention Captain Todd Stroup.

No action will be taken.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
February 17, 2021

**11. Discussion and Possible Action:**

**Appoint Board of Trustees representative to work on the Board Goals & Objectives for FY 2021-2022 related to the District's Goals & Objectives in the Strategic Plan.**

Chairman Larry Schussel

Trustees Kirschner & Felton volunteered to participate in the 2021 goals and objectives planning process. Chairman Schussel approved the volunteer representatives, no additional action was required.

**12. Report Item:**

**District Division Reports**

**Office Manager Kate Warner**

- **Resignation of Rosas** – Administrative Assistant Sakuna Rosas has resigned to pursue a position in her chosen field of IT.
- **New position to Admin** - TDFPD will be hiring an additional Accounting Specialist to assist with a variety of clerical accounting duties involving financial record keeping and bookkeeping. Application period will open February 19th and close Friday, March 19th at 5:00pm. Targeting a mid – April start date.
- **Internships** – Also, open to an internship opportunity with the high schools or community colleges through the Tahoe Chamber as post-COVID situations become available.
- **Thank you to the Trustees** – Warner expressed appreciation to the Board for expediting the Fire Chief recruitment/selection process and supporting a 30 day orientation which really took the pressure off everyone involved

**Review of Monthly Fire District Activities.**

Fire Chief Scott Lindgren

**District Updates**

- **Public Safety Pier** - With a lot of moving parts and taxpayer money is planned to be spent, Chief Lindgren requested that the District's Board and current employees form a committee to oversee the logistics. Trustees Felton and Kirschner volunteered to work with a team of Marine 24 experienced employees to review additional options.
- **Cares Act Grant Funding** – Almost \$400,000 in grant funding was awarded to TDFPD, thank you for the staff effort - Nolting, Cranch and Brady - to get this accomplished for the District.
- **NV Energy** - An agreement is currently in negotiations to conduct fuels reduction projects under NV Energy powerlines within our District. Initially this is a three

TAHOE DOUGLAS FIRE PROTECTION DISTRICT  
BOARD OF TRUSTEES MEETING  
**February 17, 2021**

year agreement with the extensions available. Contract would pay for payroll, benefits and equipment.

- **All-Hands Meetings** - As the new Fire Chief, Lindgren met with all three shifts to introduce himself and discuss his Leader's Intent.
- **Payroll Dates** - Moving payroll periods to have more flexibility and time between payroll distribution dates. It has always been a 2 ½ day turnaround which can be extremely challenging for the District accountants and staff.
- **Training Prop** – A dollhouse prop was purchased to teach fire behavior, fire isolation, and smoke reading. The prop 544 provides a safe and controlled training environment. Chief Prather and Captain Green attended training at CalFire on training techniques with the prop. Other departments will have access as well as LTCC Fire Academy.

**Presentation** – Recruits acknowledged their Regional Training Officer, Brent Tajkowski and Fire Chiefs Baker/Prather for their support.

**Public Comment:** None.

Confirm next meeting, with a proposed date of **Wednesday, April 21, 2021** with a start time of 2:30 p.m.

**Adjourn**