

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
April 17, 2024

Those Present:

Chief Scott Lindgren

Assistant Chief Bryce Cranch

Chairman Greg Felton

Vice Chair Ben Johnson

Legal Counsel Devon Reese

Trustee Stacy Noyes

Trustee Janet Murphy

Trustee Larry Schussel

1. Call to Order.

Meeting was called to order at 2:32 PM.

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Battalion Chief Monaghan.

3. Roll Call.

Chairman Felton, Vice Chair Johnson, Trustee Murphy, Trustee Noyes and Trustee Schussel were all present. A quorum was met.

4. Approval of the Agenda.

Vice Chair Johnson made a motion to approve the agenda as presented.

Second: Trustee Noyes

Motion approved: 5-0.

5. Public Comment:

None.

6. Trustee Comments:

Trustee Murphy mentioned that there was a great turnout at the meeting for the Zephyr Cove Resort. Chief Lindgren explained that Zephyr Cove Resort and USFS renewed their agreement with Aramark. Zephyr Cove Resort held a meeting to discuss the expansion plan.

Vice Chair Johnson appreciated that Chief Lindgren and Chief Cranch attended the meeting.

Chairman Felton expressed gratitude for the great turnout from the community.

Ben Ward introduced himself as a District resident who is running for a Trustee position with the Board. Ward grew up in the District and has an engineering background.

7. Approval of the Consent Calendar.

a. Board Meeting Minutes 03/27/2024

b. Monthly Expenditures

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Vice Chair Johnson made a motion to approve the consent calendar as presented.
Second: Trustee Schussel

Chairman Felton requested to make a change to item a. Board Meeting Minutes 03/27/2024.
Vice Chair Johnson withdrew the motion to accept the consent calendar as presented.

Page 4 of item a. Board Meeting Minutes 03/27/2024 reads: Page 19 – State of Revenue and Expenditures – Net change of fund balance with a decrease of \$1,000,000 which is very healthy. The District also has a healthy fund balance of \$10.3 million.

Changes presented: Page 4 of item a. Board Meeting Minutes 03/27/2024: Page 19 – State of Revenue and Expenditures – Although, the net change of the fund balance was a decrease of \$1,000,000, the fund is healthy at \$10.3 million.

Vice Chair Johnson made a motion to approve the consent calendar with the changes presented.
Second: Trustee Schussel
Motion Approved: 5-0

8. Consent items moved forward:

None.

9. Discussion and approval of resolution #001-2024 for promotion of the Lake Tahoe Basin Wildfire Awareness Month – May 2024.

Fire Inspector Jessica Garrison

Trustee Schussel made a motion to approve Resolution #001-2024 for Promotion of the Lake Tahoe Basin Wildfire Awareness Month – May 2024.

Second: Trustee Noyes

Motion Approved: 5-0

10. Update on FY 2024-2025 Tentative Budget. No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren advised the Tentative Budget was submitted by the state deadline. One highlight is that the District's revenue exceeded expenditures. The biggest concern that came out of the audit is the consolidated tax revenue was down from the state projected tax revenue by about \$300,000. The District bases the working budget on the projected tax revenue from the State. Due to this, the District is going to be more conservative with estimations in the future. There will be more information at the Board meeting on May 29th.

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11. District Divisions

- *Kate Warner – ADO, Administrative Division*
 - Chairman Felton asked ADO Warner to expand on why the evaluations in UKG were cumbersome. Warner explained that when the evaluations were set up in UKG, they were set up to be reviewed by every position in the reporting line. However, that proved to be too complicated. Accounting Specialist French is creating a process that will work better for every division. HR Specialist Vindel created a manual document that mirrors the form in UKG. The District will get all the evaluations completed through the manual document as we continue to troubleshoot the UKG software.
 - Vice Chair Johnson commented on the promotion and social media content for *Silver State Women in Fire*. ADO Warner gave credit to FI Garrison and DS Keeton who have been working hard and coordinating with other agencies for the event.
 - The District signed an agreement with a local company, **Tahoe Production House**, to design a new website. One of our goals is to have more access to update or edit the pages in a timely manner. DS Keeton will be the lead on the website project.
 - Kudos to DS Keeton and HR Specialist Vindel for creating an orientation PowerPoint to ensure consistent and thorough information is introduced to all new employees and new Trustees.

- *Bryce Cranch – Assistant Chief, Operations*
 - FF/PM Carter completed his final step to become Nevada licensed.
 - The Station 22 remodel will be closing on final inspections soon.
 - There has been a huge effort to replace damaged, old and improper wiring on mobile radios and vehicle antennas.
 - A huge month for training – high angle rope rescue, hose line aloft drills, battalion drills in Carson City, Valor Resiliency, and personnel development through position task books.
 - Ito and Waite are attending CCRFA and are valued members of the recruit class.

- *Keegan Schafer – Division Chief, Wildland Fire & Fuels*
 - FireAside application capabilities presented. The goal is to streamline the Defensible Space notification process and motivate residents to take action to reduce the wildfire risk to their property and community. Trustee Murphy asked if the District would make accommodations for residents who do not use the

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internet. Chief Schafer confirmed that the District will assist residents in all ways possible as we transition to this new program.

- *Jessica Garrison – Fire Inspector, Fire Prevention Bureau*
 - Silver State Women in Fire (SSWIF) – Workshop for females to learn about the fire service, observe a full-response structure fire “demonstration” and listen to keynote speakers.
 - **Saturday, May 4th from 10:00AM - 2:00PM at CCRFA Training Grounds (2400 College Parkway) next to CCFD Station 52.**
 - All of the Trustees are invited to attend the event.
 - The event is supported by the Northern Nevada Fire Chief’s Association and has become a platform for all the agencies to recruit.
 - **Second event: Saturday, June 29th** – 8:00AM – 5:00PM at the same location listed above.
 - “Firefighter for a day” with hands-on skills stations, Q&A with fellow firefighters, academy fitness preparation and classroom presentations.

12. Review of Monthly Fire District Activities

No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren discussed the financial document that is included in the Fire Chief report in further detail.

13. Public Comment:

Chairman Felton advised that Dagenhart is working hard on the former Marine 24. It should be on the water in two weeks.

Chief Prather thanked the Board for the coupons to enjoy a burger at The Red Hut, sponsored by the Tahoe Douglas Rotary. This event was a fundraiser that supported the two local high schools.

14. Special Recognition

Fire Chief Scott Lindgren

Service Recognition:

WF&F Division Chief Keegan Schafer	16 years
Finance Manager Carrie Nolting-Bammer	14 years
FF/PM Cody Carter	2 years (seasonal 2015 – 2016)

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New Employees:

Max Johnson – Defensible Space Inspector (seasonal)
Kelsey Nalder – Human Resources Specialist - Benefits

Badge Pinning:

FF/PM Evan Brown
FF/PM Bryce Chamberlain
FF/PM Matthew Misquez

Honoring 2024 Firefighter of the Year Award:

Engineer Paul Apple
Battalion Chief Mike Monaghan

Honoring Bruce Kanoff EMS Scholarship Recipients:

Firefighter Foster Saunders – Paramedic Scholarship
Firefighter William Schultz – Paramedic Scholarship
Firefighter Scott Cameron – AEMT Scholarship

15. Discussion: Confirm next meeting, with a proposed date of Wednesday, May 29, 2024, with a start time of 2:30PM and possible agenda items.

16. Adjourn

Meeting Adjourned: 3:53PM

Submitted by:

Amanda Keeton
District Specialist