

**Tahoe Douglas Fire Protection District**  
**Board of Trustees**  
**Notice of Public Meeting**

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Tahoe Douglas Fire Protection District hereby notifies all interested parties that the Board of Trustees will conduct business of the District as noted below.

- I. The Board of Trustees will meet **Wednesday, December 18, 2019.**
- II. The meeting will be held **at 2:30 p.m. in the Station 23 classroom at 193 Elks Point Road, Zephyr Cove, NV 89448.**

Below is an agenda of all items scheduled to be considered at this meeting. Unless otherwise stated, items may be taken out of the order, may be combined as two or more agenda items for consideration, and may be removed from the agenda or discussion may be delayed at any time at the discretion of the chairperson.

1. **Call to order.**
2. **Pledge of Allegiance.**
3. **Roll call.**
4. **Approval of agenda.**
5. **Public Comment:** This portion of the meeting is open to the public to speak on all matters on the agenda and within the jurisdiction and control of the Tahoe-Douglas Fire Protection District Board of Trustees. Public comment will be limited to three minutes per person. The Open Meeting Law does not expressly prohibit responses to public comments by Trustees. However, responses from Trustees to issues raised in public comment could become deliberative on a matter and without notice to the public. To ensure that the public has notice of all matters the Trustees may discuss and on the advice of legal counsel, the Trustees may choose not to respond to public comment except to correct factual inaccuracies, to request that staff look into the matter or to ask that the issue be placed on a future agenda. Public comment of three minutes per person will be heard on individual action items on the agenda. If a person involved with a project intends to submit additional documentation to the Board in support of that project it is requested that they bring a minimum of 10 copies.
6. **Board Trustee Comments.**
7. **For Possible Action:** **Approval of Consent Calendar:** Items appearing on the Consent Calendar are action items generally heard without discussion and adopted with one vote for the entire calendar. Trustees or members of the public may have any consent item pulled and placed on the Administrative Agenda so that the item may be heard and receive public comment. Members of the public requesting that item(s) be pulled shall do so during the Public Comment segment at the beginning of the meeting.  
Items:
  - a. Board Meeting Minutes 11/20/19
  - b. Job Description – Assistant Fire Chief
  - c. Request for Extension for FY18-19 Annual Audit

- 8. *For Discussion and Possible Action:* **Consent items moved forward.**
  
- 9. *Presentation:* **Employee Recognition**  
Fire Chief Scott Baker
  
- 10. *Report Item:* **Update on fire district’s financial statements FY2018-19 Prepared by Eide Bailly LLP. No action will be taken.**  
Fire Chief Scott Baker  
Kurt Schlicker, Audit Senior Manager - EideBailly
  
- 11. *For Discussion and Possible Action:* **Discussion and possible approval of Resolution #03-2019 which designates five (5) Chief Officers authority to enter into a Cost Share Agreement on behalf of Tahoe Douglas Fire Protection District in the event of major wildfire/urban interface fire event or other disaster within the Fire District jurisdiction.**  
Fire Chief Scott Baker
  
- 12. *For Discussion and Possible Action:* **Discussion and possible approval of Resolution #04-2019 which designates five (5) Chief Officers the authority to sign a Transfer of Authorization “Delegation of Authority” on behalf of the Tahoe Douglas Fire Protection District in the event of a major wildfire/urban interface fire event or other disaster within the Fire District jurisdiction.**  
Fire Chief Scott Baker
  
- 13. *For Discussion and Possible Action:* **Discussion and possible approval of the 2020 Board of Trustees meeting schedule changing the monthly meeting date to the 2<sup>nd</sup> Tuesday of the month @ 2:30pm.**  
Fire Chief Scott Baker
  
- 14. *For Discussion and Possible Action:* **Discussion and possible action to nominate and appoint the 2020 officers (from the following potential nominees – Trustees Grant, Felton, Kirschner, Kjer and Schussel) for the Board of Trustees.**  
Chairperson Kevin Kjer
  
- 15. *Report Item:* **Review of Monthly Fire District Activities.**  
Fire Chief Scott Baker  
**District Division Reports**  
Assistant Chief Todd Moss  
Fire Marshal Eric Guevin  
FMO Keegan Schafer  
Office Manager Kate Warner
  
- Public Comment.**
  
- 16. *Discussion:* **Confirm next meeting, with a proposed date of Tuesday, January 14, 2020 with a start time of 2:30 p.m. and possible agenda items.**  
**Adjourn.**
  
- Closed Session:* **Per NRS 288.220, this portion is closed to the public, as the Board of Trustees will be discussing pending or threatened legal issues with our general counsel.**

This notice and agenda has been posted on or before 9:00 a.m. on **Friday, 12/13/19** in compliance with NRS 241.020. Copies of the agenda have been posted at Round Hill Fire Station #23 – 193 Elks Point Road, Glenbrook Post Office, Round Hill Post Office, Stateline Post Office, on the Tahoe Douglas website at [www.tahoefire.org](http://www.tahoefire.org) under Fire Board Meeting Agendas/Minutes, and the State of Nevada website at <https://notice.nv.gov>.

**I HEREBY CERTIFY** that the above-mentioned information is true and correct to the best of my knowledge and complies with the provisions of NRS 241 and the laws of the State of Nevada. I also certify that this notice has been posted at least three working days prior to the convening of the meeting.

Mikayla Warner  
Fire Board Secretary

*Special Note: If you have an impairment and wish to attend a meeting, please call our administrative offices at 775-588-3591, 24-hours in advance of the meeting. We will endeavor to arrange appropriate accommodations.*

DRAFT