

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

Those Present:

Chief Scott Lindgren

Chairman Greg Felton

Vice Chair Ben Johnson

Legal Counsel Paul Cotsonis

Trustee Stacy Noyes

Trustee Janet Murphy

Trustee Larry Schussel

1. Call to Order

Meeting was called to order at 2:30 PM.

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Douglas County Sheriff Dan Coverley.

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 Murphy

Motion approved: 5-0.

5. Public Comment:

None.

6. Trustee Comments:

Trustee Schussel thanked the District for the Recognition²⁴ Event on June 22nd at the Nevada Beach Pavilion. Employees were acknowledged for their years of service and promotions over the past seven years. Chief Lingren advised that the District will plan to do this event every year going forward.

Chairman Felton thanked everyone that has worked on the remodel for TDF Station 22, the Zephyr Crew Quarters. Chief Lindgren discussed the history of the building being the old Frontier Communications building. The District has been remodeling the building for the past year and half. Zephyr and Shoreline Crews have worked diligently on the remodel and the District appreciates what they've done.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

7. Approval of the Consent Calendar.

- a. Board Meeting Minutes 05/29/2024
- b. Monthly Expenditures
- c. Financials – 10/31/2023, 11/30/2023, 12/31/2023
- d. Job Description – District Specialist
- e. Job Description – Assistant Chief/Fire Marshal
- f. Job Description – Assistant Chief Special Operations

Trustee Noyes removed “item a. Board Meeting Minutes 05/29/2024” for discussion.

Trustee Noyes made a motion to approve items b-f.

Second: Trustee Johnson

Motion Approved: 5-0

8. Consent items moved forward:

Trustee Noyes advised that the meeting minutes Item #13 was an abbreviated and summarized version of what took place during the meeting. Noyes requested to have the meeting minutes transcribed. Chief Lindgren confirmed that the minutes were a snapshot of the entire discussion, and a complete transcription can be provided.

Trustee Johnson made a motion to approve the existing meeting minutes, modifying Item #13 to say, “see the attached transcription of the item”.

Second: Trustee Murphy

Motion Approved: 5-0

9. Presentation: Special Recognition

Fire Chief Scott Lindgren

Chief Lindgren recognized Firefighter/Paramedic Nathan Waite for graduating from the Capital City Regional Fire Academy.

Swearing in Special Weapons and Tactics (SWAT) Medics

Douglas County Sheriff Dan Coverley

Douglas County Sheriff Dan Coverley swore in Firefighter/Paramedic Jacob Looney and Engineer Paul Apple as Special Weapons and Tactics (SWAT) Medics.

Chairman Felton noted for the record that Trustee Murphy left the meeting at 2:52 PM.

10. Discussion and possible approval of a renewal proposal for commercial and workers compensation insurance from Nevada Public Agency Insurance Pool (POOL) and approval for payment in the amount of \$98,859.31 from FY 2024-2025 funds.

Alan Reed, C.I.C, Warren Reed Insurance

Stephen Romero, Member Relations Manager, Pool/Pact

Trustee Murphy returned to the meeting at 2:55 PM.

Summary:

One of the main goals is to continue increasing investment earnings while providing the members added value to property and liability coverage through cost effective reinsurance.

Current Market Conditions

- Property market conditions improved such that property rates flattened after several years of rate increases due to catastrophic losses worldwide impacting all reinsurers such as East Coast hurricanes, West Coast flooding (after wildfires) and earthquakes.
- Appraised property valuations are up about 8% due to inflation and new locations.
- Liability increases continue this year, especially for law enforcement liability due to national trends, CRL experience and our own adverse loss experience.
- Cyber Liability reinsurance terms and limits including the pool-wide shared aggregate limit remain unchanged even though business email compromise claims increased this year.

Cyber Insurance

- Loss in America is over \$10,000,000. POOL has \$1,000,000 coverage. Carriers right now in the general market are reducing limits.
- Cyber incidents continue to grow rapidly amid a proliferation of ransomware attacks.
- Ransomware attacks have become the most common type of malicious software.

Vice Chair Johnson asked what risk for cyber problems the District faces. Romero advised the biggest cyber problem the District could face is the phishing emails, where cyber attackers capture information through your system. Romero suggests the District send out the POOL/PACT “phishing” training - it’s a great reminder for employees to slow down and to be cautious.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

Ownership

- Ownership in the Nevada Public Agency Insurance Pool is vested in the membership.
- All decisions regarding coverage plans are made by the Executive Board and the Executive Committee with input, research and leadership provided by the POOL's Executive Director, Wayne Carlson, and the POOL staff.

Grant Program

POOL/PACT continues to promote their grant program with the express purpose of providing financial assistance to those members wishing to improve risk management and ultimately reduce their exposure to loss.

Member Services

The Member Services are valuable because 8% of the District's program cost go towards it. Major areas of concentration are: legal services, contractual review, human resource consulting, property appraisal, property inspections, infrared thermographic imaging, ADA compliance surveys, defensive driving training, OSHA compliance, webinar series/e-learning, personnel policy development, specialized loss control, educators training, e-learning courses, law enforcement training, internal claims handling assistance, risk control systems, site surveys, governance training, cyber security and hazard vulnerability assessments.

Coverage Summary

- Property values have stabilized at 4% increase this year, compared to an 11% change in 2023.
- Reinsurance rates have also settled down – 1% higher this year for POOL members.
- Many members have made and continue to undertake capital improvement projects that also increase total insured values schedules.
- Page 8 includes overall exposure data for POOL.

Romero discussed the highlights of the POOL/PACT Conference in London.

The NV Energy contract that the District has is one of the biggest contracts NV Energy has in the State of Nevada. The POOL was able to work with the District on this contract at no additional cost.

Vice Chair Johnson asked if the POOL will ever incorporate health insurance into their plans. Reed responded no.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

Vice Chair Johnson asked what types of claims other entities are having that the District is not. Romero responded that, in general, fire district's that the POOL covers are fairly a "clean side" for their entire program. Worker's Compensation (WC) claims are usually one of the biggest "claims" they see in the fire districts. Reed advised that law enforcement WC liability is a challenge as well.

Chairman Felton asked if the District includes the Wildland Fire & Fuels crews in this coverage. Chief Lindgren answered, advising that the numbers are different because the seasonal crew members are only here for half the year.

Chairman Felton asked for clarification on the District vehicles being termed "agreed or market." Romero responded, advising that is the terminology they use in the POOL coverage form. The POOL is a risk management program, where they have coverage when risk management doesn't work. Market value is going to be actual cash value. Agreed value, for example, is where Chief Lindgren and Reed would collaborate and come up with a value that the District is comfortable with to say if, there is a total loss with a vehicle, this is the most we will be able to get out of it. Chief Lindgren added that there are a couple specific vehicles that are on this list, for example: Spider excavator, ladder truck and Marine 24 (fire boat).

Chairman Felton asked if the reason the District still has some vehicles under "market value" is because they were missed and not put under agreed value. Romero confirmed that a standard vehicle will be listed under market value, if it's not a specialty vehicle.

Chief Lindgren has developed a strong working knowledge of the resources as an active member of the Executive Committee. Romero commended Chief Lindgren for being a vital part of all the committees.

Vice Chair Johnson made a motion to approve the renewal as submitted.

Second: Trustee Schussel

Motion Approved: 5-0

11. Discussion and possible approval of Resolution #002-2024 Budget Augmentation – General Fund in the amount of \$1,801,707, increasing the budget from \$12,078,347 to \$13,378,347 for additional unanticipated resources.

Fire Chief Scott Lindgren

The budget augmentations are a requirement by the State where the District has to recognize any differences in the beginning fund balances for the audit.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

Vice Chair Johnson made a motion to approve Resolution #002-2024 Budget Augmentation - General Fund in the amount of \$1,801,707, increasing the budget from \$12,078,347 to \$13,378,347 for additional unanticipated resources.

Second: Trustee Schussel

Motion Approved: 5-0

12. Discussion and possible approval of Resolution #003-2024 Budget Augmentation – Capital Projects Fund in the amount of \$27,561, increasing the budget from \$1,040,000 to \$1,067,561 for additional unanticipated resources.

Fire Chief Scott Lindgren

A motion was made by Trustee Schussel to approve Resolution #003-2024 Budget Augmentation - Capital Projects Fund in the amount of \$27,561, increasing the budget from \$1,040,000 to \$1,067,561 for additional unanticipated resources.

Second: Vice Chair Johnson

Motion Approved: 5-0

13. Discussion and possible approval of Resolution #004-2024 Budget Augmentation – Fire Safe Community Fund in the amount of \$242,890, increasing the budget from \$7,409,845 to \$7,652,735 for additional unanticipated resources.

Fire Chief Scott Lindgren

Trustee Noyes made a motion to approve Resolution #004-2024 Budget Augmentation - Fire Safe Community Fund in the amount of \$242,890, increasing the budget from \$7,409,845 to \$7,652,735 for additional unanticipated resources.

Second: Trustee Schussel

Motion Approved: 5-0

14. Discussion and possible approval of Resolution #005-2024 Budget Augmentation – Health Insurances Fund in the amount of \$801,345, increasing the budget from \$1,518,504 to \$2,319,849 for additional unanticipated resources.

Fire Chief Scott Lindgren

Trustee Schussel made a motion to approve Resolution #005-2024 Budget Augmentation - Health Insurance fund in the amount of \$801,345, increasing the budget from \$1,518,504 to \$2,319,849 for additional unanticipated resources.

Second: Vice Chair Johnson

Motion Approved: 5-0

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

15. Discussion and Approval of Resolution #006-2024, proposing Fees for Service for rate changes to become effective on August 1, 2024. First hearing – no action to be taken.

Finance Manager Carrie Nolting
Assistant Chief Fire Marshal Bryce Cranch
Battalion Chief Chris Lucas

FM Nolting noted that the Fire Prevention Fees for Service were changed to be in line with East Fork Fire Protection District, as for consistency within Douglas County.

Vice Chair Johnson asked for clarification on the expedited fees.
Nolting explained that items such as an operational permit for an event have a deadline of two weeks prior to the event. If someone submits after that deadline, schedules have to be rearranged to process the permit and therefore we are billing an additional fee.

Chairman Felton asked for clarification on page 2 of the Fees for Service. There is a grammatical error. Nolting advised this error will be fixed.

No action. First reading.

16. District Divisions

Finance Manager Carrie Nolting in place of ADO Warner

Nolting pointed out that the District utilized POOL/PACT for training this past month she attended leadership training through POOL/PACT last fall.
ADO Warner actively engages with POOL/PACT and comes up with an annual training plan.

The Ground Emergency Medical Transport (GEMT) auditors reached out regarding an audit, which is standard practice, and, overall, the audit went very well.

Vice Chair Johnson thanked Nolting for her diligence in working with the auditors.

Division Chief Keegan Schafer

Fire Aside Update - DS Keeton and DSI Johnson in place of Chief Schafer

The Fire Aside program is designed to assist property owners in creating and maintaining defensible space to protect against wildfires. It offers guidelines and resources like the Firewise program. The program aims to reduce wildfire risks by empowering individuals and communities with the knowledge and resources needed to create a safer community.

Steps:

1. Defensible Space Inspector conducts assessment and generates a report

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

2. Homeowners receive a letter in the mail that grants them access to the report by scanning a QR Code
3. The report will show the homeowner pictures of any defensible space issues, along with detailed information of the issue and what is expected to fix the issue

Keeton and Johnson presented the program, showcasing what administrators see, opposed to what the resident sees.

Fire Inspector Jessica Garrison in place of Assistant Chief/Fire Marshal Cranch

Chairman Felton asked about the fire that occurred outside of the Tahoe Blue Event Center. Chief Lindgren confirmed that it was not cigarettes that caused the fire. The relative humidity was high that day and the bark may have been ignited by a reflection, but it's still under investigation.

FI Garrison and the Fire Prevention Team are happy to announce that they got a new Sparky suit.

17. Review of Monthly Fire District Reports and Activities.

No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren reported on the evacuation planning for the Tahoe Basin. All the law enforcement and fire agencies around the lake have completed a joint document that breaks down the differences between each jurisdiction.

Other important information in the live document:

- Reverse 911
- Perimeter Mapping
- Funding

The document is now available through Placer County's website.

Friday, June 28, 2024, at the Donald W. Reynolds Community Center in Incline Village.

Public Townhall Meeting – State Insurance Commissioner Scott Kipper

Kipper will be addressing wildfire related homeowner and condominium insurance challenges.

FI Garrison and Assistant Chief/Fire Marshal Cranch will be the lead instructors for the New Fire Science Program at George Whittell High School. Details have been finalized and the classes will start Fall 2024.

The Explosive Ordinance Disposal (EOD) team, including Fire Inspector Rowlett and EOD Canine Tracker, have been conducting bomb sweeps at the Reno Rodeo.

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 26, 2024

Thirty-two employees are out on various fire assignments right now.

18. Public Comment

None.

19. Confirm next meeting, Wednesday, July 17th at 2:30pm; possible agenda items.

The Board discussed having a condensed meeting on July 17th.

Submitted by:

Amanda Keeton
District Specialist