

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
December 18, 2024

Those Present:

Chief Scott Lindgren

Chairman Greg Felton

Vice Chair Ben Johnson

Legal Counsel Paul Cotsonis (virtual)

Trustee Stacy Noyes

Trustee Janet Murphy

Trustee Larry Schussel

1. Call to Order

Chairman Felton called the meeting to order at 2:31 PM.

2. Pledge of Allegiance.

Assistant Chief/Special Operations Kevin Lawson led the Pledge of Allegiance.

3. Roll Call.

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

4. Approval of the Agenda.

Trustee Murphy made a motion to approve the agenda as presented.

Second: Trustee Johnson

Motion approved: 5-0

5. Public Comment:

Kevin Kjer, (TDFPD Trustee from 2010 through 2022) thanked Trustees Felton, Schussel and Murphy for their service to the District and wished them the best hereafter.

6. Trustee Comments:

Trustee Schussel expressed his gratitude to the District for their dedication and support throughout his tenure as a Board Trustee.

Chairman Felton echoed Trustee Schussel's sentiments, expressing his deep gratitude to the District for their support and dedication throughout his time on the Board of Trustees. He shared his confidence that the incoming Trustees will be a great addition to the Board, bringing fresh perspectives and continued commitment to the District's mission.

Trustee Murphy shared her heartfelt appreciation for the opportunity to serve on the Board of Trustees over the past 4 years and expressed her gratitude to the District for their ongoing efforts. She extended a special thanks to Chairman Felton and Trustee Schussel for their 12 years of service on the Board of Trustees.

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7. Approval of the Consent Agenda

- a. Board Meeting Minutes 10/16/24
- b. Monthly Expenditures
- c. Financials – 02/29/24, 03/31/24, 04/30/24, 05/31/24, 06/30/24
- d. Job Description – Fire Inspector I
- e. Personnel Policy – 1.0 – 2.23.2

Trustee Noyes made a motion to approve the consent calendar as presented.

Chairman Felton made a motion to approve the consent calendar items a through d, in order to discuss item e. Personnel Policy 1.0 - 2.23.2.

Second: Trustee Schussel

Motion approved: 5-0

8. Consent items moved forward:

Chairman Felton noted that in Item e. Personnel Policy, the Drug and Alcohol Policy, is listed as “under review.” Felton asked if the current Drug and Alcohol Policy is still in place until this new policy is approved. ADO Warner confirmed that the Drug and Alcohol Policy is under review, as it is an item that the District negotiates with Local 2441. The current Drug and Alcohol Policy is still in place until the new Drug and Alcohol Policy is reviewed and negotiated. Once it is negotiated, that section of the policy will be put on the consent agenda for the Board.

Trustee Johnson made a motion to approve item e. Personnel Policy.

Second: Trustee Schussel

Motion approved: 5-0

9. Edward Jones Investment Market Analysis Report

Stuart Shipley, Financial Advisor

Financial Advisor Stuart Shipley provided background information on Edward Jones Investment’s involvement with the District. Shipley assumed responsibility for the investments account in 2021, stepping in for a previous financial advisor.

Every six months, Chief Lindgren and Shipley meet to discuss the investments. If funds are required, they are allocated accordingly, otherwise, they remain on hold. When cash is available and a compelling investment opportunity arises, they occasionally redirect funds. Currently,

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there are six municipal bonds, with yields ranging from 2% to over 5%. Current range on municipal bonds is about 4%. Shipley advised these percentages represent competitive rates.

Shipley presented the performance summary of investments from 2009 to present. The current value is \$1.7M with a rate of return of 3.92%. He recommended staying the course with investments to keep funds liquid, as he is able to shop nationwide for CD options.

Trustee Johnson asked for confirmation that Edward Jones Investment is not charging the District a fee. Shipley confirmed there are no fees.

Shipley discussed that the Edward Jones resources are available to District employees for their personal investment needs.

Trustee Murphy asked if there is a base point? Shipley responded no.

Trustee Murphy asked if the District invests in the NV state investment pool. Chief Lindgren confirmed that the District does invest in Local Government Investment Pool (LGIP). He reiterated that each time a CD comes due, he reviews the CD options, the rate LGIP is paying and if funds need to be moved. All excess funds are currently invested.

Trustee Johnson asked if Stuart is aware of the LGIP and what the District is doing there. Stuart could not speak to the state plan. Trustee Johnson added that he would appreciate our financial advisor's awareness of the District's entire investment picture and being diversified to achieve the right balance.

Chief Lindgren explained the benefits of the diversification of the funds and the significance in being able to pull the funds when needed.

Vice Chair Johnson thanked Shipley and the Edward Jones Investment team for their professional advisory services.

10. Discussion and possible approval of the Fire Chief's Annual Performance Evaluation.

Chairman Greg Felton

Vice Chair Johnson and Trustee Noyes reviewed the compiled annual performance evaluations for Chief Lindgren and subsequently held a meeting with him to discuss the feedback and scores.

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Vice Chair Johnson expressed his deep respect for Chief Lindgren's commitment to continuous improvement of the District. He commended Chief Lindgren's openness to constructive feedback and his ability to apply it effectively to enhance both his leadership and the District's operations.

Trustee Noyes suggested the District conduct research on other Fire District's Fire Chief evaluation formats in order to improve the process and to create an evaluation that captures the scope of the Fire Chief's role.

Chairman Felton encouraged the TDF personnel to adhere to the chain of command to resolve concerns while maintaining open lines of communication with Board Trustees.

Vice Chair Johnson made a motion to approve the 2024 Fire Chief Annual Evaluation as presented.

Second: Trustee Noyes

Motion approved: 5-0.

11. Discussion and possible approval of the 2025 Board of Trustees meeting schedule.

Chairman Greg Felton

Trustee Noyes made a motion to approve the 2025 Board of Trustees meeting schedule.

Second: Vice Chair Johnson

Motion approved: 5-0

12. District Divisions

ADO Kate Warner - Administration Division

ADO Warner presented a Christmas-themed Instagram reel created by the social media team in collaboration with the on-duty A-shift crew. The reel was designed to promote Local 2441's Annual Toy Drive

The Local 2441 coordinated with the Tahoe Blue Event Center and the Knight Monsters to host a "Teddy Bear Toss" on Saturday, December 14th. The on-duty operations personnel attended the hockey game and joined the Knight Monsters to collect donated teddy bears. Captain Norwood added that the donations were distributed to Renown Children's Hospital, Ronald McDonald House, Barton Hospital and the South Lake Tahoe Family Resource Center. The event was highly successful and demonstrated strong community engagement.

This is the District's first year completing a year-end through UKG software, and while we've faced some challenges, Accounting Specialist French remains confident and solution focused.

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This time of year is especially tough for the finance department due to quarter-end grants, year-end tasks, and a highly complex audit process. The complexity increased with a second audit for our grants, new auditors with Eide Bailly and unexpected audit needs tied to going self-insured.

This year, the District is introducing a total-compensation report, which will provide employees with a detailed record of their benefits. "Fit for Retirement" program was also completed with free blood draws through the POOL/PACT membership.

Negotiations with Local 2441 will reopen with the first meeting in January.

The District received an excellent response from recruitment efforts for the Fire Inspector position (22) and the seasonal Crew Member (40).

Vice Chair Johnson addressed the grievance presented by Local 2441, emphasizing the importance of fostering open communication and collaboration to resolve issues proactively and prevent them from escalating to the grievance stage.

Division Chief Keegan Schafer - Wildland Fire & Fuels

This year, the Wildland Fire and Fuels Division saw great success in fuels reduction efforts:

- Defensible Space Inspections: 652 completed
- Biomass Removal: 500.4 Tons from Compost Your Combustibles
- Community Work Days: 81 properties treated
- Chipping Requests: 134 fulfilled
- Tree Permits Issued: 90
- Open Burning Permits Issued: 19
- *FireAside* Software Launch: Successfully implemented for defensible space tracking
- Community Wildfire Protection Plan (CWPP) completed through Tahoe Fire & Fuels Team (TFFT)
- Fuels Reductions Projects:
 - In District Projects:
 - 30 acres along Highway 50
 - 30 acres in the Uppaway Estates community
 - US Forest Service Land
 - 10 acres of urban lots
 - 6 acres treated in upper Kingsbury Grade on the shaded fuel break project
 - 10 acres scattered along the District on State Lands
- Fire Response Summary
 - Zephyr Crew:
 - 7 fires over 64 days

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- Average of 800 overtime hours
- Shoreline Crew:
 - 5 fires over 15 shifts
- Shoreline Engine:
 - 7 fires over 80 shifts
 - Average of 1,000 overtime hours
- Equipment:
 - New dump trailer (Parasol Tahoe Community Foundation funded)
 - Donated side-by-side
- Personnel
 - 3 in the Capital City Regional Fire Academy (CCRFA)
 - 3 awarded Bruce Kanoff EMS Scholarships
 - 9 promotions to full-time from seasonal crew

Insurance and Wildfire Mitigation Summary:

- Chief Schafer and Chief Lindgren met with Chief Chris Anthony to address issues of homeowners losing home insurance.
- Collaboration amongst the Northern Nevada Fire Chief's Association, Parasol and the State Insurance Commissioner to address the insurance crisis.
- The District is emphasizing fuel reduction projects, including fuel breaks, as part of its push with the State Insurance Commissioner.
- Some insurance companies are willing to accept risk-based data from *FireAside*, for example one specific insurance company "Rock Rose Risk".
- *FireAside* software enables tracking of home fire activity, fire history and fuels modeling.
 - Fuels modeling uses computer simulation to predict fire behavior and its potential impact on specific areas. Expert groups on the ground from Rock Rose Risk use this data to evaluate and determine appropriate policies.

Chairman Felton asked Chief Schafer if the District will start completing defensible space inspections yearly instead of every 3 years. Chief Schafer responded that it is a possibility, especially with *FireAside*.

Assistant Chief/Fire Marshal Bryce Cranch - Fire Prevention Bureau

Casino Updates:

- Harrah's New Restaurant: Brew Brothers
- Harvey's is rebranding to Caesar's Republic
- Golden Nugget New Restaurant: Bill's Bar & Burger

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Inspector Rowlett advised that when the Sunset Tower was torn down to the studs, the engineers had to get creative in order to fix some structural issues. They used over 1,200 pounds of epoxy in the Sunset Tower to reinforce the concrete on each floor.

Tahoe Blue Event Center:

- Kudos to FF/PMs Tajkowski, Carter, Van Steyn, Evans for their excellent response in an accident at a Knight Monsters hockey game.
- Kudos to FF/PMs Waite, Carter, Sancho and Fording for a quick response and detailed assessment of a patient at a concert in early December

Fire Prevention Team:

- Kudos to Fire Inspector/PIO Turner and Inspector Rowlett for their diligence and efforts in keeping up with the workload with a vacant position.
- Inspector Turner is the only certified car seat installer at TDF.
- Assistant Chief/Fire Marshal Cranch attended the Fire Investigator class.

13. Review of Monthly Fire District Reports and Activities including an update on the Helicopter Base and Program at George Whittell High School.

No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren gave a presentation including highlights and an update on the Helicopter Base and Program:

- 21 supporting partner agencies
- CalFire Vina HeliTak Base photos shown
- HeliTak Base concept shown
- Discussion on where the hanger location will be
- Continuing plans for political and community support

14. Public Comment

Trustee Noyes and Vice Chair Johnson expressed their sincere gratitude to the outgoing Board members, thanking them for their valuable insight, dedication and many years of service to the District.

15. Confirm next meeting, Wednesday, January 29, 2025 at 2:30 PM; possible agenda items.

Meeting adjourned at: 4:23 pm

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Submitted by:

Amanda Van De Hey
District Specialist

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