

**NORTH TAHOE FIRE PROTECTION DISTRICT**

Board of Directors

Regular Meeting

NTFPD Station 51 Public Safety Center  
222 Fairway Drive, Tahoe City, California

**Tuesday**

**March 24, 2020 – 4:30 p.m.**

**MINUTES**

NOTE: This meeting was held virtually via GoToMeeting as permitted by the Governor's Executive Order regarding COVID-19.

**1. Call to Order**

*The meeting was called to order at 4:31 p.m. by President Baffone.*

**Roll Call**

**Attending:**

Board Present (via GoToMeeting)

Directors Baffone, Correa, Doyle, Loverde, and Ragan. A quorum was established.

Staff Present (via GoToMeeting)

Fire Chief Schwartz

Legal Counsel Steve Gross

Division Chief Steve Leighton

Division Chief Steve McNamara

Battalion Chief Alan Whisler

Battalion Chief Scott Sedgwick

Battalion Chief Sarah Lagano

Mechanic II/III Joe Parle

Facilities Coordinator Tim Schrader

Administrative Assistant I/Clerk of the Board Kelly McElravey

Public

Ellie Beals (via GoToMeeting)

Jennifer Lemke (via GoToMeeting)

Dane Wadlé, Senior Public Affairs Field Coordinator, CSDA (via GoToMeeting)

**2. Additions to Agenda/Approval of Agenda**

There were no changes, and the agenda was approved as presented.

**3. Pledge of Allegiance**

**4. Public Comment**

Dane Wadlé was prepared to give an update from CSDA, but because of the bad connection, he will send a written report with an update to the Board.

**5. Correspondence**

- Response from North Lake Tahoe Resort Association to the District’s February 13, 2020 letter regarding TOT and TBID financing. Upon request of the Board, Chief Schwartz gave direction to leave the conversation as is for now due to the current economic conditions. The agencies who are part of the TBID (restaurants, lodging, etc.) must vote amongst themselves. Lodging is the largest sector, so it controls the destiny of the TBID. The County has to approve the management plan on an annual basis. Businesses will collect the tax as a point of sale transaction. President Baffone plans to meet with Supervisor Gustafson when the shelter-in-place mandate is lifted. She is well aware of our situation.
- Thank you note from Peter and Bonnie Poe. President Baffone personally thanked staff for giving his mom such good care. She’s healing well.
- Thank you note from John and Karen Ferdelman for the excellent care John was given.

There was no public comment. Additional Board comments are available upon request.

**6. Finance Report**

- 6.1 Purchases Journal
- 6.2 Breakdown of CalCard purchases
- 6.3 Gross payroll totals
- 6.4 Account Detail Report

**Administrative Report**

Kim’s report noted that the Administrative Division remained busy in February. It continued planning for the 2020 Awards Ceremony that has now been postponed due to the current state mandates from the Governor regarding coronavirus protocols. The District received correspondence from GEMT regarding our 2015/2016 audit. They issued a demand letter for overpayment of funds, which is not what we were told by the auditor. We are reviewing the information and depending on what we uncover, we may decide to go through the appeals process to dispute the calculations. In the meantime, we do have to issue the repayment to remain in good standing with Department of Health Care Services (DHCS). We still have not received any updates on the 2016/2017 GEMT audit at this time. At the end of February, we received the financial monitoring review results on the Staffing for Adequate Fire and Emergency Response (SAFER) grant that ended in 2018/2019. After a detailed review from Awards Administration, they found no issues that would have prompted corrective actions or questioned costs during their review.

There was no public comment.

*Upon motion by Director Doyle, seconded by Director Ragan, the Board approved the finance report dated March 24, 2020, account detail, purchases journal, breakdown of CalCard purchases, and the payroll report for January 2020 as presented. A roll call vote was taken. The vote was five in favor:*

<i>Ayes:</i>	<i>Directors Baffone, Correa, Doyle, Loverde, Ragan.</i>
<i>Noes:</i>	<i>None</i>
<i>Abstain:</i>	<i>None</i>
<i>Absent:</i>	<i>None</i>

**7. Consider approving redistribution of budgeted funds for operational expenditures.**  
This item was continued to next month pending more detailed information.

There was no public comment or comment from the Board.

**8. Consider Resolutions 01-2020, 02-2020, and 03-2020 in appreciation of Chris May, Dan Gomez, and Greg Smith, respectively.**

Chief Schwartz explained the Resolutions of Appreciation were for retirees. The Board wishes them the best.

There was no public comment. There was a Q&A session between Board and staff.

*Upon motion by Director Correa, seconded by Director Ragan, the Board approved Resolution 01-2020 in appreciation of Chris May, Resolution 02-2020 in appreciation of Dan Gomez, and Resolution 03-2020 in appreciation of Greg Smith. A roll call vote was taken. The vote was five in favor:*

*Ayes: Directors Baffone, Correa, Doyle, Loverde, Ragan.  
Noes: None  
Abstain: None  
Absent: None*

**9. Consider accepting the donation from NTPFA of Proposal to accept (1) Peloton™ Commercial Exercise Equipment Donation and associated program trial.**

Chief Schwartz explained the donation from NTPFA. Peloton makes a bike that has a virtual workout program. Our health and wellness program will benefit from this. The Board needs to decide if they want the District to continue the annual contract.

There was a public comment asking the cost of the bike. There was a Q&A session between Board and staff.

*Upon motion by Director Doyle, seconded by Director Loverde, the Board accepted the donation from NTPFA of the Peloton™ spin bike and associated program trial authorized Chief Schwartz to execute the contract with NTPFA on behalf of the District. A roll call vote was taken. The vote was five in favor:*

*Ayes: Directors Baffone, Correa, Doyle, Loverde, Ragan.  
Noes: None  
Abstain: None  
Absent: None*

**10. Staff Reports**

- 10.1 Fire Chief
- 10.2 Operations Chief
- 10.3 Fire & Life Safety / Forest Fuels / PIO
- 10.4 Emergency Medical Services
- 10.5 Safety & Logistics / Facilities
- 10.6 Training & Technical Rescue

*Staff reports were reviewed and no action was taken.*

There was no public comment. There was a Q&A session between Board and staff.

**11. Approval of Minutes from the regular Board meeting held February 25, 2020.**

No changes requested from the Board or the public.

*Upon motion by Director Ragan, seconded by Director Loverde, the Board approved the Minutes from the Regular Board meeting held February 25, 2020. A roll call vote was taken. The vote was five in favor:*

*Ayes: Directors Baffone, Correa, Doyle, Loverde, Ragan.  
Noes: None  
Abstain: None  
Absent: None*

**12. Next Board Meeting and Other Important Dates.**

- *April 28, 2020 – next scheduled Board meeting. MB thanked everyone for joining via GoToMeeting/virtually.*
- *Cancelled - Awards ceremony on May 1, 2020 at the North Tahoe Event Center, Kings Beach*
- *July 13, 2020 – Candidate filing begins*
- *August 7, 2020 – Close of regular candidate filing period*

**13. Board Comments/Information Items.**

- a. Direction was given by the Board to Legal Counsel to research the process and timeline of having Board members elected at large rather than by Trustee Area. The Board requested this item be added to the agenda for the April 28, 2020 Board meeting.

Public Comment: Ellie Beals hadn't previously heard about the discussion about moving to a general election for Board members.

- b. Reminder for Directors to read staff reports and other supporting items for the agenda before the meeting to expedite the meeting.

There were no other comments or informational items to add to the April 28, 2020 agenda.

**14. Adjournment.** *The meeting was adjourned at 6:04 p.m.*