

**NORTH TAHOE FIRE PROTECTION DISTRICT**

Board of Directors

Regular Meeting

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

**Tuesday**

**February 25, 2020 – 4:30 p.m.**

**MINUTES**

**1. Call to Order**

*The meeting was called to order at 4:35 p.m. by President Baffone.*

**Roll Call**

**Attending:**

Board Present

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

Staff Present

Fire Chief Schwartz

Legal Counsel Steve Gross

Division Chief Steve Leighton

Division Chief Steve McNamara

Battalion Chief Alan Whisler

Captain Beatie

Engineer Jeremiah Meadows

Engineer Ted Soloski

Firefighter/Paramedic Chris Bartow

Forest Fuels Coordinator Eric Horntvedt

Public Information Officer Erin Holland

Administrative Assistant I/Clerk of the Board Kelly McElravey

Public

Ellie Beals

Jennifer Lemke

**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**

- Thank you from John F's family (in person) for saving his life. Duty crew was here: Chris Bartow.
- Thank you note from Lake Wenatchee Fire Adapted Communities (Leavenworth, WA) for the use of our evacuation guide as a sample for their own. "Our impact is greater than our geography." Chief Schwartz.
- Response letter from Randy Hill regarding Board members/Area Reps. Legal counsel and Chief will review and advise the Board how to handle.

There was no public comment or Board comment.

#### **5. Finance Report**

- 5.1 Purchases Journal
- 5.2 Breakdown of CalCard purchases
- 5.3 Gross payroll totals
- 5.4 Account Detail Report

#### **Administrative Report**

Kim's report noted that the Administrative Division remained busy for the Administrative Division. We began preparation and planning for the 2020 Awards Ceremony that will be held May 1, 2020. We still have not received the final report from CalPERS regarding Temporary Upgrade Pay and no update has been given on when it will be released. We still have not received any updates on the 2016/2017 GEMT audit at this time. We began a new audit on the Staffing for Adequate Fire and Emergency Response (SAFER) grant that ended in 2018/2019. All documentation was submitted by the deadline, and we have not yet received any feedback on the submission. At this same time, FEMA requested that we close out three grants within a 10-day timeframe. The SAFER grant was one of these, as well as two Assistance to Firefighters Grants (AFG) for the Extrication Equipment and Thermal Imaging Cameras. I would like to thank all staff that participated and assisted in meeting these reporting deadlines, with a special thanks to Gordana Wood who did the majority of the work. The reporting issues with the County have been resolved and all corrections were posted to our account in January. Also, there are still a few of our Form 700 filers that have not filed. Please get your forms completed by April 1, 2020 to avoid a penalty. This can be done online on the Placer County website (<https://edisclosure.placerelections.com/>).

Chief Schwartz pointed out that there were no findings with our audit, which is very difficult to obtain. Also, we are right on target with our budget.

*Upon motion by Director Doyle, seconded by Director Ragan, the Board approved the finance report dated February 25, 2020, account detail, purchases journal, breakdown of CalCard purchases, and the payroll report for January 2020 as presented. The vote was four in favor.*

There was no public comment or comment from the Board.

6. **Staff Reports**
  - 6.1 Fire Chief
  - 6.2 Operations Chief
  - 6.3 Fire & Life Safety / Forest Fuels / PIO
  - 6.4 Emergency Medical Services
  - 6.5 Safety & Logistics / Facilities
  - 6.6 Training & Technical Rescue

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

There was no public or Board comment.

7. **Approval of Minutes from the regular Board meeting held January 28, 2020.**

*Upon motion by Director Ragan, seconded by Director Doyle, the Board approved the Minutes from the Regular Board meeting held January 28, 2020. The vote was four in favor.*

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

- *March 24, 2020*
- *April 1, 2020 – last day to file Form 700 if not already completed*
- *April 28, 2020*
- *Awards ceremony on May 1, 2020 at the North Tahoe Event Center, Kings Beach*

9. **Board Comments/Information Items.**

President Baffone signed the letter to the Resort Association and Placer County outlining the concerns discussed at the meeting tonight and request future TOT funding that will be freed up by the formation of Tourism Business Improvement District (TBID) Tax to be released to North Tahoe Fire to reduce the costs of tourist impacts authorized by the Board at the January 28, 2020 meeting regarding the views of the Board. Chief Schwartz will send a copy of the letter to the Board.

There were no comments or informational items to add to the March 24, 2020 agenda.

Closed session began at 6:15 p.m.

11. **CLOSED SESSION ITEM:**

- a. **PUBLIC EMPLOYMENT: FIRE CHIEF** - Board of Directors will meet with the Fire Chief and discuss the process for the annual evaluation of the Fire Chief, a public employee. Cal. Gov. Code 54957(b) and Cal. Gov. Code sec. 54957.5(e).

Closed session ended at 6:59 p.m. No action was taken.

11. **Adjournment.** *The meeting was adjourned at 6:59 p.m.*