

**North Tahoe Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, April 18, 2018
NTFPD Station 51 Public Safety Center
222 Fairway Drive, Tahoe City, CA**

MINUTES

1. Call to Order

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

2. Roll Call

Attending:

Board Present

Directors Baffone, Loverde (left 5:31 p.m.), Potts, and Ragan. A quorum was established.

Staff Present

Fire Chief Schwartz

Division Chief Steve Simons

Division Chief Todd Conradson

Director of Finance Kim Eason

Battalion Chief Steve McNamara

Battalion Chief Greg Smith

Battalion Chief Al Whisler

Captain Scott Sedgwick

Captain Jeff Goldstone

Firefighter Michael Sacci

Firefighter Dave Telfer

PIO Elizabeth Kenna

Forester Mike Vollmer

Administrative Assistant I/Clerk of the Board Kelly McElravey

Public

Dane Wadlé from CSDA

3. Pledge of Allegiance

4. Public Comment

- Thank you email received from a patient regarding the great EMS response from C Shift personnel (Paramedics Meadows and Rice) and Engineer Rust
- Positive feedback from customers regarding interaction during plan review process
 - o Regarding Blanca Lundin and Bruce VanCleemput
 - o Regarding David Rodriguez, Casey Ransdell, and Kelly McElravey

a. California Special Districts Association (CSDA) Presentation by Dane Wadlé Summarizing the Grass Roots Action Brief Called “Take Action” Regarding Newly Introduced Legislative Bills and How They Effect Special Districts.

Mr. Wadlé’s summary included the upcoming hearings regarding the negative impacts to special districts if amendment of the proposed Assembly Bills regarding redevelopment are passed. He suggested sending letters to our Senator and Assemblyman opposing AB 3037 and AB 1778.

For information purposes only. No action required.

5. Cast Ballot for Four Expiring Positions on the Fire Agencies Self Insurance System (FASIS) Board of Directors.

Chief Schwartz recommended voting for the candidates from the Moraga-Orinda Fire Protection District, the Novato Fire Protection District, the South Placer Fire Protection District, and the Tiburon Fire Protection District.

Upon motion by Director Ragan, seconded by Director Baffone, the Board voted for Gloriann Sasser (Moraga-Orinda Fire Protection District), Bill Tyler (Novato Fire Protection District), Gary Grenfell (South Placer Fire Protection District), and Richard Pearce (Tiburon Fire Protection District) for the FASIS Board of Directors. The vote was four in favor.

6. Consider Resolution 02-2018 Amending NTFPD’s Fire Code In Relation To Using Open Flame Cooking Devices.

Chief Conradson introduced the Resolution and Ordinance to delete Section 308.1.4 of the Fire Code regarding the use of open flame cooking devices that was discussed with the Board at the March Board meeting. These documents were reviewed by legal counsel prior to them being presented at the April meeting.

Upon motion by Director Ragan, seconded by Director Loverde, the Board approved Resolution No. 02-2018 and adopted Ordinance No. 01-2018 amending the Fire Code to delete Section 308.1.4 regarding using open flame cooking devices. The vote was four in favor.

7. Consider Resolution 03-2018 In Appreciation of Fire Captain/ Master Mechanic David Van Groenenbergh.

Chief Schwartz presented the resolution in appreciation of Fire Captain/ Master Mechanic David Van Groenenbergh that will be presented to him at the Awards Ceremony on May 4, 2018.

Upon motion by Director Baffone, seconded by Director Loverde, the Board approved Resolution 03-2018 In Appreciation of Fire Captain/Master Mechanic David Van Groenenbergh. The vote was four in favor.

8. Consider Resolution 04-2018 In Appreciation of the Volunteers.

Chief Schwartz presented the resolution in appreciation of the volunteer organizations that support North Tahoe Fire that will be presented to them at the Awards Ceremony on May 4, 2018.

Upon motion by Director Baffone, seconded by Director Ragan, the Board approved Resolution No. 04-2018 in Appreciation of the Volunteers. The vote was four in favor.

9. Consider Budget Revision Request.

Request is to reduce the budget by \$361,000. Chief Schwartz thanked Finance Director Eason for her input. Ms. Eason thanked the Chiefs who provided input regarding these revisions. She presented a summary showing the major categories from where money is to be deducted. Details were discussed which included the match, which cost is \$4,000 less. Instead of buying the brush truck outright, we are financing it over four years. Page 15 shows the logic used (i.e., added funds for Board member insurance, which lowers the Board meeting budget). By the end of the year, the Board budget will be in balance. The election costs will be incurred in the 2018-2019 fiscal year.

Upon motion by Director Baffone, seconded by Director Ragan, the Board approved the budget revision request which reduces the 2017-2018 budget by \$361,000. The vote was four in favor.

10. Consider appointing Kim Eason, Director of Finance, as Administrator for the Retiree Premium Reimbursement Plan and Update Section 4.02.

Chief Schwartz recommended adding Kim Eason as Administrator for the Retiree Premium Reimbursement Plan and update Section 4.02 to name PORAC Anthem Blue Cross as the District-sponsored health insurance plan and also define the maximum allowable premium reimbursement to annuitants regardless of what plan they are currently using. Other updates to the plan include reimbursing only if claims are made, and any changes effecting reimbursement amounts will be made at the time of a plan change or a rate adjustment but no later than January 1, 2019.

Upon motion by Director Ragan, seconded by Director Loverde, the Board:

1) Appointed Kim Eason, Director of Finance and Administration as Administrator for the Retiree Premium Reimbursement Plan; 2) approved Section 4.02 of the Retiree Premium Reimbursement Plan to be revised as follows:

- (a) Defined PORAC Anthem Blue Cross as the District-sponsored health insurance plan per Section 4.02.A. of the Retiree Premium Reimbursement Plan;*
- (b) agreed to clean up the language in 4.02.C. of the Retiree Premium Reimbursement Plan to define the maximum allowable premium reimbursement as that of the current District-sponsored plan;*

*(c) agreed to update 4.03.D. to read: "Benefits shall be paid to or for Participants only upon the submission and approval of a claim for benefits pursuant to the claims procedures set forth in this Plan. No premium reimbursement benefits shall be payable under the Plan unless a claim for benefits for such expense has been made; and
(d) agreed to clarify that any changes effecting reimbursement amounts to retired annuitants will be made at the time of a plan change or rate adjustment but no later than January 1, 2019.*

The vote was four in favor.

11. Minutes from the Regular Board meeting held March 21, 2018.

Upon motion by Director Loverde, seconded by Director Ragan, the Board approved the Minutes from the Regular Board meeting held March 21, 2018. The vote was three in favor; one abstained.

12. Finance Report

- 12.1 Purchases Journal
- 12.2 Breakdown of CalCard purchases
- 12.3 Gross payroll totals
- 12.4 Account Detail Report

Upon motion by Director Baffone, seconded by Director Ragan, the Board approved the finance report, account detail, purchases journal, breakdown of CalCard purchases, and the payroll report for March 2018 as presented. The vote was four in favor.

13. Staff Reports

- 13.1 Fire Chief
- 13.2 Operations Chief
- 13.3 Fire & Life Safety / Forest Fuels / PIO
- 13.4 Emergency Medical Services
- 13.5 Safety & Logistics
- 13.6 Training

Staff reports were reviewed and no action was taken.

14. Adjournment. *The meeting was adjourned at 5:38 p.m.*