

NORTH TAHOE FIRE PROTECTION DISTRICT

Board of Directors

Regular Meeting

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

Tuesday

November 3, 2020 – 4:30 p.m.

MINUTES

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

1. Call to Order

The meeting was called to order at 4:32 p.m. by President Baffone.

Roll Call

Attending:

Board Present (via GoToMeeting)

Directors Baffone, Doyle, Loverde (arrived 4:34 p.m.), and Ragan (audio issue. Arrived 4:52 p.m.; heard all so far). A quorum was established.

Staff Present (via GoToMeeting)

Fire Chief Schwartz

Legal Counsel Steve Gross

Assistant Chief Steve Leighton

Division Chief Steve McNamara

Director of Finance and Administration Kim Eason

Battalion Chief Alan Whisler

Battalion Chief Sarah Lagano

Battalion Chief Scott Sedgwick

Forest Fuels Coordinator Eric Horntvedt

FPO I Talina Sky

Mechanic Joe Parle

Administrative Assistant I/Clerk of the Board Kelly McElravey

Public (via GoToMeeting)

Ellie Beals

2. Additions to Agenda/Approval of Agenda

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

3. Pledge of Allegiance

4. Public Comment

President Baffone asked and paused for public comment. There was none.

5. Correspondence

President Baffone went over the thank you notes received since the last Board meeting. He then asked for public comment. There was no public comment or Board comment.

6. Monthly Update regarding ambulance service along the 89 and 267 corridors

At the regular meeting held on May 26, 2020, the Board requested a monthly update regarding ambulance service along the 89 and 267 corridors. Chief Leighton provided an update. Northstar Fire completed their study and is recommending status-quo, that Truckee Fire, North Tahoe Fire, and North Lake Tahoe Fire cooperatively continue to provide ambulance service within the Northstar ambulance service area for the next five years; they plan to reevaluate after five years. Their Fire Chief is recommending that they set aside \$50,000-\$75,000 per year for any future ambulance service startup costs. There is no new update for Olympic Valley Fire as they are still trying to consider their options. North Tahoe Fire believes in a systematic approach that provides the best service for all of the communities and is recommending that a full study be conducted before any changes are initiated. We will continue to work with our ambulance partners in Truckee Fire and North Lake Tahoe Fire to provide excellent service to the communities we serve.

President Baffone asked and paused for public comment since there were 14 people on the virtual meeting. There was no public comment. There was a Q&A session between Board and staff.

7. Recent Changes to FPPC Regulations

Legal Counsel Steve Gross addressed the Board to update them on the recent changes to the FPPC regulations. The Fair Political Practices Commission updates its regulations occasionally. They made two changes this year. The first one requires a public official to disclose his/her interest at any meeting that conflicts with the topic regardless of the time they arrive or leave the meeting -- even if the Board member misses the discussion of the item. The second regulation change that was updated applies to the "public generally" exception. Under the Political Reform Act, the Board and/or employees may not make, participate in, or attempt to influence a decision if they have a disqualifying interest (i.e., a material financial effect on a board member's economic interest). Under the "public generally" exception, the Board member may still participate in the decision if the effect on the Board member's interest is indistinguishable from its effect on the "public generally". That means that in order to demonstrate that the exception applies, it must affect a significant portion of the public and the effect on the official's interest is not significant. The threshold is 25%. If, for example, the decision affects the official's residence or business and it affects 25% or more of residential properties or businesses in the jurisdiction, then the official could participate in the decision. This change lowers the threshold for decisions that affect a personal residence to 15%. There are some additional rules that apply to utilities and on rental properties if the official is a landlord or a tenant.

This is just to alert the Board to the changes. If a Board member has a potential conflict of interest, they should discuss it with the Chief or counsel to see if an exception would apply.

President Baffone asked and paused for public comment on the virtual meeting. There was no public comment. There was a Q&A with the Board.

No action was necessary. This was informational only.

8. Update from Assistant Chief per Resolution 04-2020, paragraph 5, to report on the Board on the District's response to the Local Emergency including any expenditures

Chief Leighton explained to the Board how the Coronavirus Aid, Relief, and Economic Security (CARES) Act works and that we have purchased \$27,973 in supplies. These supplies are personal protective equipment related to provide our workforce with the safest work environment possible. Some of these supplies include ultra-violet light devices to disinfect our ambulances as well as power air purified respirators (PAPRs) for use by our personnel when transporting potential COVID-infected patients.

Director Eason noted that the District has been reimbursed \$44,000 for all of our COVID-related expenses.

President Baffone asked and paused for public comment since there were 16 people on the virtual meeting. There was no public comment. There was a Q&A session between Board and staff.

9. Consider Resolution 12-2020 regarding the inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code

Chief Leighton presented FPO Sky who reported on the mandated inspections required by the state for fire departments to inspect schools, hotels, motels. She explained the purpose of the "Ghost Ship" resolution was created because of the fire in a warehouse in Oakland that was converted to residential that killed 36. 180 were attending a party in the warehouse. The building hadn't been inspected for over 30 years. In 2018, Health and Safety Code 13146.4 was added last year. She explained that our duty crews are a significant part of our inspection program, completing 100 inspections this year. Prevention then works with property owners to bring them in compliance if there are major problems. 73% of those inspected were compliant. Due to COVID, no inspections were done from the end of March to the end of July which impacted reaching 100% of inspections. She anticipated that we will reach 100% during the next reporting period. We reached 100% with occupancy inspections. They are implanting new inspection software, which they are using for all inspections, including mandated ones. She has trained the Battalion Chiefs, Captains, and Engineers on this software.

Chief Leighton added that this is a team effort between operations and prevention. It is important because staff is working together towards a common goal. We will work hard to get 100% completion on all types of inspections. It is also good because it gives permission for Engine companies to go inside the properties. One property had a gas line getting squeezed in between trees, but they were able to get it fixed before any damage was done.

President Baffone asked and paused for public comment since there were 16 people on the virtual meeting. There was no public comment. There was a Q&A session between Board and staff.

Upon motion by Director Ragan, seconded by Director Loverde, the Board approved Resolution 12-2020 regarding the inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to sections 13146.2 and 13146.3 of the California Health and Safety Code. A roll call vote was taken. The vote was four in favor:

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

10. Consider authorizing the Fire Chief or his assignee to enter into the MOU with Placer County on behalf of the District regarding hazardous vegetation enforcement

Chief Leighton presented Eric Horntvedt to report on this item. In April, the Placer County Board of Supervisors approved an ordinance that requires property owners and occupants to maintain their property free of hazardous vegetation and combustible material. NTFPD would like to enter into an MOU with Placer County so we can respond to ordinance complaints and inspect and send Notices to Abate to owners of developed and undeveloped properties in order to encourage fire safety. If the owners remain noncompliant, then we would refer them to the County for abatement and enforcement. Even though the MOU deems District staff as “enforcement officials”, the District’s role would strictly be to cooperate with Placer County, respond to ordinance complaints, and inspect and notice properties where hazardous vegetation and combustible material violations exist.

President Baffone asked and paused for public comment on the virtual meeting. There was no public comment. There was a Q&A session between Board and staff.

Upon motion by Director Ragan, seconded by Director Loverde, the Board authorized the Fire Chief or his assignee to enter into the MOU with Placer County on behalf of the District regarding hazardous vegetation enforcement. A roll call vote was taken. The vote was three in favor:

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

11. Finance Report

- 11.1 Purchases Journal
- 11.2 Breakdown of CalCard purchases
- 11.3 Gross payroll totals
- 11.4 Account Detail Report

Administrative Report

Director Eason presented the financial reports. Auditors are onsite and should be finished tomorrow. They’ll reach out to one or two Board members. Any Board member is invited to meet with the auditors to go over the details of the audit before it is presented at the next Board meeting.

There was a Q&A session between Board and staff. President Baffone asked and paused for public comment on the virtual meeting. There was no public comment. There was a Q&A between Board and staff.

Upon motion by Director Ragan, seconded by Director Doyle, the Board approved the finance report dated November 3, 2020, account detail for September, purchases journal

for September, breakdown of CalCard purchases for August, and the payroll report for September 2020 as presented. A roll call vote was taken. The vote was four in favor:

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

12. Staff Reports

- 12.1 Assistant Chief
- 12.2 Fire & Life Safety / Forest Fuels / PIO / Facilities
- 12.3 Emergency Medical Services
- 12.4 Safety & Logistics
- 12.5 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.

13. Approval of Minutes from the regular Board meeting held September 22, 2020.

No changes or corrections were requested from the Board or the public. The motion to approve the minutes was included with Item 14, below.

14. Approval of Minutes from the regular Board meeting held October 27, 2020.

No changes or corrections were requested from the Board or the public.

Upon motion by Director Doyle, seconded by Director Ragan, the Board approved the Minutes from the Regular Board meeting held September 22, 2020 and October 27, 2020. A roll call vote was taken. The vote was four in favor:

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

15. Next Board Meeting and Other Important Dates

- a. December 1, 2020 - regular Board meeting
- b. January 26, 2021 - regular Board meeting

16. Board Comments/Information Items.

President Baffone asked for any additions to the agenda next month. There were none.

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