

NORTH TAHOE FIRE PROTECTION DISTRICT

Board of Directors
Regular Meeting
NTFPD Station 51 Public Safety Center
222 Fairway Drive, Tahoe City, California

Tuesday
April 27, 2021 – 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 4:33 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 Mike Schwartz
Acting Fire Chief Steve Leighton
Legal Counsel Steve Gross
Division Chief Steve McNamara
Battalion Chief Alan Whisler
Battalion Chief Scott Sedgwick
Battalion Chief Sarah Lagano
Captain Brent Armstrong
Captain Naman Beatie
Captain Nikki Wagner
Captain Jamie Sheppard
Forest Fuels Coordinator Eric Horntvedt
Mechanic II/III 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** – There was no public comment.

5. Approval of Minutes from the regular Board meeting held March 23, 2021.

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

Upon motion by Director Correa, seconded by Director Loverde, the Board approved the Minutes from the Regular Board meeting held March 23, 2021. 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*

6. Correspondence

President Baffone noted that no thank you notes were received since the last Board meeting. He asked for public comment. There was no public or Board comment.

7. Consider authorizing the Acting Fire Chief or his designee to accept the Listos (Ready) California grant and associated funds (\$3,000), entering into the agreement, and approving expenditure of funds

Chief Leighton presented this item. He explained that accepting this grant will provide funds to get the ash can program going. The objective of this program is to provide custom-branded outreach equipment and supplies to Fire Safe Councils and organizations working in their communities to assist residents with wildfire emergency preparedness and evacuation.

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

Upon motion by Director Doyle, seconded by Director Correa, the Board authorized the Acting Fire Chief or his designee to accept the Listos (Ready) California grant and associated funds (\$3,000), enter into the agreement, and approve expenditure of funds by the following roll call vote:

*AYES: Directors Baffone, Correa, Doyle, Loverde, Ragan
NOES: None
ABSENT: None
ABSTAIN: None*

8. Consider voting for two nominees for a special district representative seat on the Placer Local Agency Formation Commission

Chief Leighton explained that LAFCO is requesting nominations for the special district representative seat. Five members applied, and we are instructed to choose two nominees.

President Baffone reminded the Board that in the past the Board relied on the recommendations of staff. Staff recommended voting for candidate nominees Joshua Alpine and Peter Gilbert. The Board agreed, voted, and approved the Ballot to be sent to LAFCO.

President Baffone asked and paused for public comment since there were 17 people on the virtual meeting. There was no public comment.

Upon motion by Director Ragan, seconded by Director Baffone, the Board voted for Joshua Alpine and Peter Gilbert for the special district representative seat on the LAFCO Board. A roll call vote was taken. The vote was four in favor:

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

9. Consider Resolution 5-2021 regarding applying for the State of California Climate Investment Fire Prevention grant

Forest Fuels Coordinator Eric Horntvedt explained that this is a fuel reduction project within Alpine Meadows. SNPLMA only covers the Tahoe Basin, so Alpine is excluded from SNPLMA funds. ASCWD authorized this same resolution at their Board meeting on April 9.

President Baffone asked and paused for public comment since there were 17 people on the virtual meeting. There was no public comment.

Upon motion by Director Correa, seconded by Director Doyle, the Board adopted Resolution 5-2021 authorizing the Acting Fire Chief or his designee to apply for and enter into an agreement with the State of California to carry out the Alpine Meadows Community Wildfire Protection Plan implementation project. 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. Finance Report

- 10.1 Purchases Journal
- 10.2 Breakdown of CalCard purchases
- 10.3 Gross payroll totals
- 10.4 Account Detail Report

Kim is on vacation, but her reports were posted. Chief Leighton commended her for keeping us within our budget and emphasized the importance of the Finance Department. He thanked Kim and her staff for doing such a great job maintaining a balanced budget. He then answered questions from the Board regarding A/P and the CalCard statement.

Administrative Report

March 2021 was much different than March 2020 for NTFPD. In March 2020, we began getting inundated with COVID-19 information causing the entire staff to have to adapt to an ever changing environment. While the volume may have slowed, the COVID-19 information is still pouring in and legislation is still being updated, added, and changed. We are weighing through it as it comes and

now it has just become another task to complete in our weekly routines. The 2017/2018 Ground Emergency Medical Transportation (GEMT) audit is still underway. The auditors once again ask for additional clarification on some of the data. This information has all been provided and we hope that we receive a call in the near future to schedule our exit conference. Placer County was able to update the posting issues in the Payroll Revolving Fund and the NTFPD Treasury accounts have been reconciled through March 31, 2021. The reports that you are reviewing at this Board meeting have been updated with the February & March revenue and expenditure numbers.

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.

Upon motion by Director Ragan, seconded by Director Doyle, the Board approved the finance report dated April 27, 2021 and Items 10.1-10.4, as presented. 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*

11. Staff Reports

- 11.1 Acting Fire Chief
- 11.2 Fire & Life Safety / Facilities / Forest Fuels / PIO
- 11.3 Emergency Medical Services
- 11.4 Safety & Logistics
- 11.5 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.

12. Next Board Meeting and Other Important Dates

- May 25, 2021
- June 22, 2021
- July 27, 2021

Director Doyle announced that the Meeks Bay Fire pancake breakfast is postponed to 2022.

President Baffone mentioned that meetings may be back in person soon. He asked and paused for public comment since there were 18 people on the virtual meeting. There was no public comment.

13. Board Comments/Information Items.

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

President Baffone asked and paused for public comment since there were 18 people on the virtual meeting. There was no public comment.

President Baffone then excused the public and opened the closed session.

14. CLOSED SESSION ITEMS:

Closed session began at 5:35 p.m. and ended at 6:11 p.m.

- a. PUBLIC EMPLOYEE APPOINTMENT: Fire Chief – To consider appointment of the Fire Chief. Cal. Gov. Code section 54957
- b. CONFERENCE WITH LABOR NEGOTIATORS: District Designated Representatives: Those persons designated pursuant to agenda item 13 above; Unrepresented Employee: Fire Chief. Cal. Gov. Code section 54957.6

President Baffone resumed the open session at 6:14 p.m. The actions taken in closed session were as stated in the motions for Items 15 and 16 below.

15. Consider taking action on the Amendment to Chief Schwartz’s contract that was discussed in closed session

Upon motion by Director Ragan, seconded by Director Doyle, the Board approved the Amendment to Chief Schwartz’s contract. The vote was five in favor:

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

16. Consider taking action on the Agreement with Chief Leighton that was discussed in closed session

Upon motion by Director Ragan, seconded by Director Baffone, the Board approved the Agreement with Chief Leighton. The vote was five in favor:

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

The Board thanked Chief Schwartz for his service and welcomed Chief Leighton as the new Fire Chief.

16. Adjournment. *The meeting was adjourned by President Baffone at 6:21 p.m.*