

**MINUTES OF MEETING  
OF THE BOARD OF DIRECTORS OF THE  
LAKE VALLEY FIRE PROTECTION DISTRICT  
OF EL DORADO COUNTY  
March 10, 2016**

The Board of Directors of the Lake Valley Fire Protection District of El Dorado County met in regular session on March 10, 2016 at the Meyers Firehouse, South Lake Tahoe, California.

**ROLL CALL**

Director Bettencourt called the meeting to order at 5:30 p.m. There were present the following directors: Huber, Rossi, Bettencourt, Rice and Herback. Also present were Chief Harris and Lake Valley Personnel.

**AGENDA**

Item 8A was moved to after Item 3. A motion was made by Director Rice and seconded by Director Rossi to approve the agenda of March 10, 2016. The motion passed unanimously.

**8 A. Recognition of Director Huber for 20 years as Board Chairman**

The Board went into recess at 5:35 pm.  
The Board resumed open session at 5:48 pm.

**MINUTES**

A motion was made by Director Huber and seconded by Director Rice to approve the minutes of the regular meeting of February 11, 2016 with the following change. Change the signature page of the minutes to read Dave Huber – Chairperson and Robert Bettencourt – Secretary. The motion passed unanimously.

**PUBLIC COMMENTS**

None.

## **COMMUNICATIONS**

The Board reviewed the communications received and let personnel know that they are doing a good job. The Board asked if we could have Teri Tucker attend a meeting to thank her for all she does.

## **OLD BUSINESS**

### **A. Update of FEMA Hazardous Wood Roof Replacement Program**

Lt. Martin Goldberg is in the process of trying to extend the roof grant to accommodate approximately 50 more homes from the original list. The possibility of an extension looks promising.

## **NEW BUSINESS**

### **B. Firefighter's Association**

Engineer Jackson thanked Chief Hekhuis and Chief Harris for their help with the Career Development Program.

Captain Joe McAvoy will be retiring in April and will be having a retirement party in early May.

### **C. Battalion Chiefs**

Chief Poell recognized Jake Looney and Jake Gallo for their efforts. The District is being awarded an \$800,000 grant for a California timberland impact report. This report makes all projects shovel ready when project funding becomes available.

Chief Poell is also currently working on a 5-year accounting report for the Nexus study and Capital Improvement Plan and a vacant lot ordinance.

He informed the Board that Capt. Ron Sitton is looking at a new program for pre-fire plans and business inspections. Capt. Steve Pevenage is working on the Best Practices and Capt. Malone is working on an adopt a hydrant program.

Chief Zlendick updated the Board on the first quarter of training. There is a large emphasis on safety and training. With that said, there was one back strain injury reported.

Each tour attended an active shooter class. Next will be a class on MCI's. The Battalion Chiefs attended a leadership class in Reno. Captains Pevenage and Sitton will start task books this season as strike team leader trainees.

The job posting for firefighter/paramedic will be closing on March 18, 2016. There is a captain's test tentatively scheduled for May 16, 2016.

The water tender should be back from Burtons next week. It is being fitted with new seat belts and tires. A demo HME Type 6 rig was previewed as a possible replacement option for the Squad.

We are still seeking permission to burn the 4-plex on the corner of Sawmill Rd. It may not be possible, but training opportunities may still exist.

Chief Hekhuis has rewritten the Career Development Program and has a few minor revisions to make before it is ready to be adopted. He is also rewriting the job descriptions and they are close to completion.

El Dorado County approved a System Status Management Plan. A meeting was held with dispatch to iron out issues and things are progressing well.

The testing of new monitors has been completed. The City did not demo the new Zoll monitor and has already gone ahead and purchased two Physio monitors for their engines. Lake Valley will present their monitor choice at the March 25, 2016 equipment committee meeting. East Fork has contacted Lake Valley regarding regional grant for Zoll monitors with a 30% price cut per unit plus a trade in value.

#### **D. Adoption of New MOU**

A motion was made by Director Herback and seconded by Director Rice to approve the adoption of the new MOU dated February 23, 2016 – February 22, 2019. Director Rossi recused himself from the vote. The motion passed.

#### **E. Approval of Board of Directors Policies and Procedures**

A motion was made by Director Herback and seconded by Director Huber to approve the Board of Directors Policies and Procedures with a review every three years. The motion passed unanimously.

#### **F. Approval of Career Development Program**

Item F was tabled until the April Board meeting.

#### **G. Adoption of 2016 Fee Schedule**

A motion was made by Director Herback and seconded by Director Rossi to approve the adoption of the 2016 Fee Schedule. Director Rice recused himself from the vote. The motion passed.

#### **H. Approval of Drew Consulting Contract**

A motion was made by Director Rice and seconded by Director Herback to approve the Chief signing the Drew Consulting Contract. The motion passed unanimously.

#### **I. Form 700- Conflict of Interest**

Form 700 is due by March 25 in order to be submitted to the County by April 1, 2016.

#### **J. Surplus of 1998 Chevrolet 2500 4 X 4 Cheyenne Series**

A motion was made by Director Rossi and seconded by Director Huber to surplus the 1998 Chevrolet 2500 4 x 4 Cheyenne Series truck. The motion passed unanimously.

### **REPORTS**

#### **A. California Tahoe Emergency Services Operations Authority**

There is a Board of Supervisors workshop scheduled for March 29, 2016. The next JPA meeting is in April.

## **B. Lake Valley Fire Protection District Reports**

Chief Harris further discussed the Vacant Lot ordinance that Chief Poell is working on. The reason for the ordinance is to ensure defensible space in vacant lots. The ordinance would allow Lake Valley to hire a contractor to clean up the lot after the homeowner received three notices for noncompliance. The contractor's fee would then be placed on their property tax bill. The Board asked to bring this back for discussion at a later date.

### **CLOSED SESSION**

#### **A. Closed session pursuant to Government Code Section 54957**

The Board went into closed session at 8:30 pm. The Board resumed open session at 11:40 pm. No reportable action was taken.

### **REVIEW AND APPROVE DISTRICT YEAR TO DATE INCOME AND EXPENSE REPORT**

A motion was made by Director Herback and seconded by Director Huber to approve the District year-to-date income and expense report (July 1, 2015- January 31, 2016). The motion passed unanimously.

### **APPROVE DISTRICT PAYROLL**

A motion was made by Director Rice and seconded by Director Huber to approve the District payroll for pay period 3 for \$123,875.89, and for pay period 4 for \$117,181.02. The motion passed unanimously.

### **PAYMENT OF BILLS**

After being reviewed, a motion was made by Director Rice and seconded by Director Rossi to approve the bills paid on February 22, 2016 for \$46,088.45 and on March 10, 2016 for \$33,317.45. The motion passed unanimously.

## **ADJOURNMENT**

The meeting was adjourned at 11:45 pm.

Approved at the meeting of April 14, 2016.

Respectfully Submitted,

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Robert Bettencourt, Chair  
CHAIRPERSON

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John Rice  
SECRETARY

K. Labrado prepared the minutes