



AGENDA

LAKE VALLEY FIRE PROTECTION DISTRICT

2211 Keetak Street, Meyers, CA

Director Brian Hogan will be attending via conference call from 6844 N Fresno St, Fresno, CA 93710, A location available to the public.

Meeting of the Board of Directors

4:00 pm

December 12, 2024

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. READING OF THE MINUTES OF THE REGULAR MEETING FOR November 7, 2024**
- 5. PUBLIC COMMENTS**
- 6. COMMUNICATIONS**
- 7. OLD BUSINESS**
 - A. JPA UPDATE**
- 8. NEW BUSINESS**
 - A. Interview and Appoint Board Candidates**
 - B. Election of Board Positions**
 - C. Oath of Office for John Rice and Tim Cain**
- 9. REPORTS**

A. Firefighter Associations

- Local 4409
- Firefighters Foundation

B. Lake Valley Fire Protection District Chief's Report

C. Battalion Chiefs

- Fire Marshal, Steve Pevenage
- Operations, Perry Quinn
- Training, Chuck Malone

10. REVIEW AND APPROVE District Year to Date Income and Expense Report for July 1, 2024 to October 31, 2024

11. APPROVE DISTRICT PAYROLL

A. Pay Period 23- November 8, 2024	\$199,135.20
B. Pay Period 24- November 22, 2024	\$210,397.05
C. Pay Period 25- December 6, 2024	\$212,796.59

12. PAYMENT OF BILLS

A. November 19, 2024	\$13,231.61
B. November 12, 2024	\$157,708.51
C. December , 2024	\$

13. ADJOURNMENT

Public participation is encouraged. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed, please contact the Administrative Assistant at (530) 577-3737 at least 24 hours in advance of the meeting.

**MINUTES OF THE MEETING OF
THE BOARD OF DIRECTORS OF THE
LAKE VALLEY FIRE PROTECTION DISTRICT
OF EL DORADO COUNTY
November 7, 2024**

The Board of Directors of the Lake Valley Fire Protection District of El Dorado County met in regular session on November 7, 2024 at Valhalla Tahoe in South Lake Tahoe.

ROLL CALL

Director Rice called the meeting to order at 4:02pm. There were present the following directors: Rice, Allen, Kaelin, and Cain. Director Hogan arrived at 4:21pm. Fire Chief Stephen and Lake Valley personnel were present.

AGENDA

A motion was made by Director Kaelin and seconded by Director Allen to approve the agenda of November 7, 2024 with two changes. The motion passed unanimously.

MINUTES FOR September 12, 2024

A motion was made by Director Allen and seconded by Director Kaelin to approve the minutes for September 12, 2024 with a typo fix. The motion passed unanimously.

PUBLIC COMMENTS

None.

COMMUNICATIONS

None.

NEW BUSINESS

B. Update and Approval of LAFCO Boundary Changes

Chief Stephen reported that the City moved forward with annexing the previously discussed parcels in an effort to clean up the district boundary lines, and that it ended up only being 80 parcels as opposed to the expected 90. The City previously said they were not moving forward with the annexation of Heavenly, but it is currently back on the table and has grown to include the entire California side of the resort, which is equivalent to approximately 30 additional parcels. The City passed a resolution that allowed them to apply for the annexation. Lake Valley has told both the City and LAFCO

that the District is opposed to anything that will affect us financially. Supervisor Brooke Laine stated that she was in attendance to hear the District's opinion. Her understanding is that the City does not want to hurt Lake Valley in any way. She states that it is not clear exactly how much money is in question, that Vail has not been forthcoming about it as they are in disagreement with the City, but that it is believed to be six-figures. She stated that her belief is the City wants to keep Lake Valley "whole" and perhaps they could come up with half the money and the County could come up with half the money. Director Rice stated that after discussing with the District's attorney the District was advised to state that the District is against anything that would impact the District financially. Director Cain asked Supervisor Laine if she was aligned with the City on the annexation of Heavenly. She stated that the County is supporting the request of the City to move forward and see where it goes, but is not taking a position that the annexation is good or bad. He asked if the money she mentioned would be a one time payment or an on-going supplement. She stated that she would fight for Lake Valley but unless it could make it into the County budget, it is something that would need to be voted on to be established each year but would not be a given.

The Board took a recess from 4:33pm to 4:57pm.

OLD BUSINESS

A. JPA Update

Director Allen shared that there have been great interagency trainings recently and that the Board of Supervisors and City Council toured the new station.

B. Strategic Plan Update

Chief Stephen stated that both the internal and external surveys went out and once the information comes back the committee will move forward with the plan updates.

NEW BUSINESS

A. Approval of Resolution 2024-3: Calfire Capacity Grant

Matt Nerdahl stated that for the past few years Calfire has offered a grant up to \$40,000 to match funds for wildland gear and PPE. This year Matt requested approximately \$20,000 but was only awarded about \$9,300. The grant requires a resolution and Board approval to accept the funds. A motion was made by Director Allen and seconded by Director Kaelin to approve Resolution 2024-3, Calfire Capacity Grant. The motion passed unanimously.

REPORTS

A. Firefighter Associations

- **Local 4409**
No additional Report
- **Firefighters Foundation**
Dusty LaChapelle shared that the foundation had a golf tournament and were able to raise \$4,401 thanks to Emerald Bay Bar and Grill.

B. Lake Valley Fire Protection District Chief's Report

The Chief stated that the financials were included late and were not agendized, so he pointed out a few of the key points on the year-to-date budget.

C. Battalion Chiefs

- **Fire Marshal**
No additional Report.
- **Operations**
No additional Report.
- **Training**
No additional Report.

APPROVE DISTRICT PAYROLL

A motion was made by Director Kaelin and seconded by Director Allen to approve district payroll for pay period 19 for \$207,512.531, pay period 20 for \$237,046.88, pay period 21 for \$210,690.28, and pay period 22 for \$205,696.73 The motion passed unanimously.

PAYMENT OF THE BILLS

A motion was made by Director Kaelin and seconded by Director Allen to approve the bills paid for September 19, 2024 for \$72,819.17, October 4, 2024 for \$32,767.57, for October 10, 2024 for \$85,815.79, and October 25, 2024 for \$44,340.09. The motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at approximately 5:17pm.

Respectfully Submitted;

John Rice
CHAIRPERSON

Irene Kaelin
SECRETARY

K. Galvan prepared the minutes

Joel Henderson

South Lake Tahoe, California

Jhenderson530@gmail.com • 530-545-2549 • LinkedIn

Leader and Management Professional

Enlightened and innovative leader with 15+ years' experience in Information Technology leveraging expertise in project management, fiscal planning, and organizational operations.

Core Competencies

- Project Management
- Strategic Operational Planning
- Infrastructure Strategies
- Policy Formulation and Planning
- Quality and Process Improvement
- Networking and Relationship Management
- Proactive Change Agent
- Escalation Resolution

Career Experience

Fairchild Medical Center

Senior Systems Administrator, February 2024 - Present

- Monitor, design, build, maintain and update all servers companywide including Windows and Linux as well as the VMware infrastructure.
- Manage Microsoft 365/Azure environment companywide.
- Monitor, design, build, maintain and update all systems companywide.
- Migrated the organizations email, calendar and file system from Microsoft Exchange on-premises to Microsoft 365.
- Upgraded the organization from Active Directory 2016 schema to Active Directory 2019.
- Manage and implemented Microsoft SCCM/MECM and setup co-management with Intune for systems management.

Healthcare IS

Healthcare IT Consultant (Fairchild Medical Center, Yreka, CA), June 2021 - February 2024

- Monitor, design, build, maintain and update all servers companywide including Windows and Linux.
- Manage Microsoft 365 environment companywide.
- Monitor, design, build, maintain and update all systems companywide.
- Migrated the organizations email and calendar system from Microsoft Exchange on-premises to Microsoft 365.
- Assisted organizational entities with migrating documents from the on-premises file servers to Microsoft OneDrive.
- Upgraded the organization from Active Directory 2016 schema to Active Directory 2019.

Barton Health

Business Intelligence/Data Governance Manager, December 2018 – May 2021

- Manage staff overseeing Health Level Seven interfaces, enterprise FTP, Database Administration and Report Writing.
- Design and implement data strategy for the healthcare system.
- Implemented policies and procedures based around data requests and governance.
- Implemented a request system to gather all required information for data requests along with a weighted prioritization score to assist with prioritization of all requests.

...continued...

Systems Administrator, July 2017 – December 2018

- Monitor, design, build, maintain and update all servers companywide including Windows and Linux.
- Manage Google G Suite Enterprise environment companywide.
- Monitor, design, build, maintain and update all systems companywide.
- Migrated the organizations email and calendar system from Microsoft Exchange on-premises to Google G Suite.
- Assisted organizational entities with migrating documents from the on-premises file servers to Google Shared Drives.
- Upgraded the organization from Active Directory 2008 schema to Active Directory 2016.

Network Administrator, July 2012 – July 2017

- Monitor, design, maintain, and update network and server infrastructure including wireless, wired, VPN and wide area networks.
- Assist in project and budget planning of hardware, software, and support contracts for hospital staff.
- Monitor, design and implement cyber security for all hospital systems.
- Replaced entire edge and core switch infrastructure throughout organization upgrading from Avaya to Cisco.
- Led the team in accordance with a consulting firm to implement the phone system infrastructure refresh for the organization upgrading from Avaya to Cisco
- Upgraded all organizational firewalls to bring the infrastructure to current upgrading the Cisco ASA's with the newest versions from Cisco.

PC Support Specialist, January 2012 – July 2012

- Resolve customer problems through work orders within Line-of-Sight goal.
- Troubleshoot software applications to provide resolutions to the end-users.
- Replaced all organization computers in preparation for the system-wide Epic (Electronic Medical Record System) go-live.

South Tahoe Public Utility District

Special Projects Technician, June 2000 – January 2012

- Troubleshoot technical computer problems for employees.
- Created and updated software documentation.

Education and Credentials

Bachelor of Science (BS), Business Administration

Majored in Information Systems

University of Nevada Reno, Reno, Nevada

October 22, 2024

Chad Stephen
Lake Valley Fire Protection District
2211 Keetak St.
South Lake Tahoe, CA 96150

Dear Mr. Stephen,

I hope this letter finds you well. My name is Joel Henderson, and I am writing to express my intent and interest in serving as a board member on the Lake Valley Fire Protection District Board of Directors.

As someone who has lived in South Lake Tahoe for my entire life, I have a deep-rooted connection to our community and the well-being of its residents. I have been fortunate to raise my beautiful family here, with my wife Jessica and our two children, Hailey and Lucas. We love this area and are proud to be part of such a vibrant, close-knit community.

Throughout my career, I have gained extensive experience in the fields of information technology. I believe my background would bring a unique perspective and skill set to the board, especially as technology continues to play an increasing role in public safety, emergency response, and organizational efficiency. I am passionate about giving back to the community and ensuring that the services and protections provided by the Lake Valley Fire Protection District remain strong and resilient.

I am excited about the opportunity to contribute to the continued success and growth of the district and to work alongside other committed members of the board in serving the needs of our community. I would be honored to be considered for a position and am confident that my skills, experience, and dedication would make me a valuable addition to the team.

Thank you for your time and consideration. I look forward to the possibility of contributing to the important work of the Lake Valley Fire Protection District.

Sincerely,

Joel Henderson
530.545.2549
jhenderson530@gmail.com

LAKE VALLEY FIRE PROTECTION DISTRICT

"Serving the Community Since 1947"

Chad Stephen, Fire Chief

Board of Directors

John Rice
Brian Hogan
Irene Kaelin
Tim Cain



Date: December 3, 2024
To: Lake Valley Board of Directors
From: Fire Chief Chad Stephen
Re: December 2024 Fire Chief's Report

An internal survey has been sent out for District personnel to weigh in on our strengths, weaknesses, opportunities, threats and priorities for the next 5 years as well as the external survey to our Firewise communities. We are getting a lot of feedback, I plan to let it run through the holidays and start to formalize the strategic plan in the new year.

The City and El Dorado County OES put on a Hazmat table top exercise last month with an Emergency operations center (EOC) activation. The call- a tanker truck vs a school bus affected the city and county of South Lake Tahoe. This is where our partnerships and familiarity come together to mitigate large incidents. I applaud the City and County OES for being proactive with drills in the South Shore – exercising our system while creating experiences for when the real incidents occur. This is the second exercise that has been coordinated in the last year. I anticipate seeing more drills annually that use the mutual aid system and the process of evacuations.

With winter upon us, the District continues to be in constant communication with DOT on their staffing during the storms. We have a great partnership with DOT, they are monitoring our radio frequencies for emergency traffic as well as cell phone communication with their supervisors to place immediate requests to calls for service. The District also coordinates with EDSO and has the ability to request their ATVs for assistance to calls. As of now, DOT has night time services and will keep us advised as that changes so that we can plan in these situations.

We have concluded our testing process for Fuels Management Officer with the rank of Battalion Chief. Both candidates did well and have a passion for improving our safety in the event of another wildland event within the basin. I was pleased to see there was interest from staff in the position as we continue to build the program and make it sustainable. Martin Goldberg has been promoted to Battalion Chief of the Fuels Division. I have all the confidence in Martin to continue building the program, achieve sustainability and meet the goals and vision of the District.

No new updates from LAFCO and the Heavenly Ski Resort annexation proposal.

Meetings and assignments:

- ATTENDED CITY COUNCIL MEETINGS REGARDING HEAVENLY ANNEXATIONS, SLT
- PARTICIPATED IN OES/SLT TABLE TOP HAZMAT EXERCISE AT SLT EOC, AIRPORT
- DOT & BOS-5 MEETING AT MEYERS ELEMENTARY REGARDING SNOW REMOVAL
- TRPA APC MONTHLY MEETING
- BUDGET REVIEWS WITH ANDREA DREW, DISTRICT AND FUELS DIVISION
- INTERVIEWS WITH FUELS MANAGEMENT OFFICER CANDIDATES
- MAC MEETING WITH TAHOE FIRE AND FUELS TEAM, NORTH TAHOE
- LAKE TAHOE BASIN CHIEFS MEETING, INCLINE
- MEETING WITH DMITRY SEMENOV, RIDGELINE MUNICIPAL STRATEGIES- PERS UAL
- BUDGET COMMITTEE MEETING REGARDING INCREASED STAFFING AT STATION 6
- LABOR MANAGEMENT L4409 MONTHLY MEETING
- WEEKLY COFFEE MEETINGS WITH SOUTH SHORE FUELS DIVISION
- LAKE VALLEY CHIEFS MONTHLY MEETING

End of Report, Chad Stephen

LAKE VALLEY FIRE PROTECTION DISTRICT
Steve Pevenage, Battalion Chief / Fire Marshal

2211 Keetak Street
South Lake Tahoe, CA 96150
530-577-3737
Fax 530-577-3739
Chad Stephen, Fire Chief



December 3, 2024

November 2024 Staff Report from the Lake Valley Fire Protection District Fire Marshal

November Residential Permits Approved:

SFD- Mt Ralston Rd
SFD- Modoc Way
ADU- Plumas Ct

Commercial Permits Approved:

0

State Mandated Business Inspections Completed:

Sierra House School- 9/19/2024
Meyers School- 9/9/2024
Camp Richardson Hotel-

Engine Company/Battalion Business Inspections Completed:

November- 5

Vacation Home Rental Inspections:

November: 32
Year to Date: 236

Vacation Home Rental Inspection Fees Received:

November: \$3,900
Year to Date: \$137,385

Public Education:

Local Hero's Night- 11-12

Facilities:

Station 6 exterior painting-completed.

Station 7 upstairs carpet replacement-completed.

Classroom ADA access and egress- completed.

Generator upgrade STN7. Permit application in process.

HAZMAT building enclosure. Awaiting bids.

Station 5 driveway repair- completed.

Fire Management Zones:

Nothing to report

End of Report.

Respectfully submitted,

Steve Pevenage
Battalion Chief

LAKE VALLEY FIRE PROTECTION DISTRICT
Perry Quinn, Battalion Chief - Operations Report

2211 Keetak Street
South Lake Tahoe, CA 96150
530-577-3737
Fax 530-577-3739
Chad Stephen, Fire Chief



December 1st, 2024

December 2024 Staff Report from Lake Valley Fire Operations Division

OPERATIONS:

Reports	<u>November 2024</u>	<u>November 2023</u>
Monthly Runs-	123	96
Year to Date Runs-	1260	1497
Monthly Interfacility Transfers-	7	7
Monthly Non Resident Runs-	122	96
Year to Date Non Resident Runs-	350	405

APPARATUS AND EQUIPMENT:

E7 (Ferrara) is having a fuel tank repaired. The reserve engine is in place at station 7. The holiday engine schedule is out and will be in operation December 11-23.

COMMUNICATIONS AND DISPATCH:

Nothing new to report.

WORKERS COMP/LONG TERM DISABILITY:

In November we had 10 total days of lost work by one employee for a long term workers comp injury.

PROMOTIONAL EXAMS: Congratulations to Captain Martin Goldberg on his recent promotion Fuels Management Officer. A badge ceremony will be held in January.

WITTMAN COST RECOVERY PROGRAM/NON-RESIDENT CALLS FOR SERVICE: See attached summary.

SUMMARY OF VACANCIES AND OVERTIME:

Vacancies:

Administration (40 Hour Personnel)

Vacation/Comp Time Used:	40 hours
Sick Leave:	35 hours
Admin School/Training:	00 hours
Admin Leave:	00 hours
Disability	00 hours
FMLA	00 hours
Total Admin Vacancies:	75 hours

Line Staff (24 Hour Personnel)

Vacation/Comp Time Used	27.5 days
Sick Leave:	8 days
4850 (work comp):	10 days
Disability:	0 days
Training/School:	1.5 days
FMLA	6 days
Total Vacancies:	58 days

Overtime:

Overtime Shifts	15.5 days
Comp Time Earned Shifts	1.5 days
Total Overtime for Vacancies:	17 days

Out of Grade Pay 5%: 40 days

End of Report.

Respectfully submitted,

Perry Quinn
Battalion Chief

Date: December 4, 2024
To: Board of Directors
From: Martin Goldberg, Battalion Chief
Re: Wildfire and Fuels Division Staff Report



Recommendations:

It is recommended the Board read and file this staff report.

General Update

The defensible space inspection crew completed 1,227 total inspections, 803 properties inspected, and 364 properties were reinspected.

Highlights for the Month

- In partnership with Lake Tahoe Basin Management Unit, we completed a 200 foot buffer along the Golden Bear community on USFS land using SNPLMA funded USFS skid steer masticator. In order to advise and gather input, a field meeting was held with Firewise leaders and members. This is the first of many more shaded fuel



breaks on USFS land in our District.

- Our Community Wildfire Protection Plan (CWPP) update is

available for public comment. The plan is available on here <https://tahoe-basin-cwpp-trcd.hub.arcgis.com/> or the link is available on tahoelivingwithfire.com under the "resources" tab. Please Review the CWPP draft and corresponding StoryMaps. Share your feedback by emailing cneuffer@tahoercd.org.

The 2025 Lake Tahoe Basin Community Wildfire Protection Plan (CWPP) is a strategic plan developed to reduce wildfire risks and protect lives, homes, and natural resources. It prioritizes fuels reduction, wildfire preparedness, strategies to reduce structural ignitability and also helps create grant opportunities for fire districts, enabling them to fund critical wildfire risk reduction projects.

What's new? The Tahoe Fire and Fuels Team launched the Lake Tahoe Basin CWPP landing page on ArcGIS Hub, featuring interactive StoryMaps that allow users to explore the CWPP through dynamic maps, graphics, and other resources.

The 2025 update also features Vibrant Planet's Land Tender software, an advanced tool that uses data and scientific modeling to identify and prioritize the areas that would benefit most from fuels reduction treatments.

- Kicked off South Tahoe High School Fuel Reduction Project and collaboration with the schools Career and Technical Education (CTE) program. CTE provides students with the skill and knowledge they need to pursue a variety of careers. We will provide, throughout the duration of the project, students with technical and occupational knowledge in wildland firefighting and forestry.



Attachments:

None

LAKE VALLEY FIRE PROTECTION DISTRICT

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TRAINING *EMERGENCY PREPAREDNESS-TRAINING-PHYSICAL FITNESS* Monthly Training Plan December 2024

SUPPRESSION/RESCUE

- Multi-Agency Drill: Rapid/ Aggressive Primary Search- with S.L.T.F.R.*
- Multi Company Drill:- Captains Choice- Performance Standard*
- Company Training: 1) Blue Card Command- Continue Size-ups and transfer of Command to B.C.*
- Company Drill: Captains Choice- Performance Standard*
- Individual Study: Lexipol Policies and Procedures*
- Company Discussion: 1) Blue Card Standard Operating Guidelines (S.O.G.'s)- Accountability- Company Folder > Blue Card Command> Blue Card SOG's 2) BPG- Rescue-4- Surface Ice Rescue*

EMS

- Multi-Agency Training: - Nothing scheduled this month. Will resume in 2025.*
- PATS: Skills: Endotracheal Intubation*
- Individual: Target Solutions : EMS- Bloodborne Pathogens Safety*
- Individual: Target Solutions: EMS- Bariatric Patients*

SAFETY

- Cooling Temperatures. Please carry appropriate winter attire.*

HEALTH/WELLNES

- Please participate in December Fitness Challenge. “Corn Dog”*
-

TARGET HAZAR/ BUILDING FAMILIARIZATION

- Lake Tahoe Hockey Academy- Identify emergency shut-off, utilities, knock (if available) and water supply. Consider resources placement/staging for expanding incidents.

CLASSES/ MISCELLANEOUS

- **NWCG- S-231- Single Resource Engine Boss- Instructed by U.S.F.S**

Respect, Integrity, Dedication, Positive Attitude and Teamwork

2211 Keetak St., So. Lake Tahoe, CA. 96150 • (530) 577-3737 • Fax 577-3739 • www.LakeValleyFire.org

LAKE VALLEY FIRE PROTECTION DISTRICT

“Serving the Community Since 1947”

Chad Stephen, Fire Chief



To: All Personnel

From: Engineer/Paramedic Yuzbick

Monthly Fitness Challenge- December 2024

This challenge is to be completed while on duty at Station 6, or Station 7. This is a non-punitive fitness challenge that is relative to you and you only. These challenges have the potential to strike up some fun competition, though that is not the intention of the program or the challenge itself. Cooperation and participation in the challenge are the key ingredients to our health and wellness program and our longevity as service personnel. This month you are to complete the following workout.

“Corn Dog”

25-20-15-10-5 cal/reps of each of the following six movements

-Echo Bike Calories

-Plate Burpees (hold a bumper plate of your choice while you do a burpee while lifting the plate overhead)

-Run Calories

-Supine Pull Ups

-Row Calories

-Weighted Box/Bench Step Up (use any tool for weight)

Enjoy yourself. Get some.

Respect, Integrity, Dedication, Positive Attitude and Teamwork