

## **APPROVED**

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, April 18, 2023, in-person and virtually, beginning at 1:00 PM.

### **East Fork Fire Protection District Board Present:**

John Bellona, Secretary, District 1  
Barbara Griffin, Director, District 2, Virtual  
Bernard Curtis, Director, District 3, Absent  
Jacques Etchegoyhen, President, District 4  
Mike Sommers, Director, District 5

### **Staff present:**

Tod F. Carlini, District Fire Chief  
Larry Goss, Deputy Chief of Training and Safety  
Amy Ray, Deputy Chief/Fire Marshal  
Scott Gorgon, Deputy Chief of Operations  
Mark Forsberg, District Legal Counsel  
Lisa Owen, Director of Administrative Services  
Kathy Lewis, CPA, CFO/Director of Finance  
Holly Megee, Clerk to the Board

### **Additional attendees that addressed the Board:**

Jamie Roice-Gomes, Living with Fire  
Adam Wennhold, East Fork Fire Engineer  
Troy Valenzuela, East Fork Fire Battalion Chief  
Elaine Pace, East Fork Fire Volunteer Liaison  
Kurt Hildebrand, The Record Courier  
Tom Hein, East Fork Fire Volunteer  
Jeff May, Retired East Fork Fire Engineer  
Terry Taylor, Douglas County Resident, Virtual  
Dave Ruben, Douglas County Resident, Public comment received by email

## **CALL TO ORDER**

Board President Jacques Etchegoyhen

## **INITIAL MEETING BUSINESS**

### **PLEDGE OF ALLEGIANCE**

Mike Sommers, Director led the Pledge of Allegiance

### **PUBLIC COMMENT (No Action)**

**At this time, public comment will be taken on those items that are within the jurisdiction and control of the East Fork Fire Protection District Board of Directors or those agenda items where public comment will not be taken as a public hearing is not legally required.**

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**Public Comment may be limited to three minutes per speaker, which will be decided by the Board President or other presiding officer in his/her absence. If you are going to comment on a specific agenda item that the East Fork Fire Protection District Board of Directors will take action on, please make your comments when the item is considered and is opened for public comment.**

**For members of the public not able to be present when an item on the agenda is heard, Speaker/Comment Cards are available in the Lobby at the entrance to the meeting room. These cards should be completed and given to the District Fire Chief or designee.**

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

**ADMINISTRATIVE AGENDA**

The Administrative Calendar handled as follows:

1. The President will read the agenda title into the public record.
2. Staff will introduce the item and provide a report, if any.
3. The applicant, if any, will have an opportunity to address the Board.
4. The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
5. Public comment will be allowed and is limited to three minutes per speaker.
6. Once public comment is completed, the Board will then ask any follow-up questions and take action.

Agenda items listed as a “presentation” with no action listed, public comment is not legally required, and must be made at the beginning of the meeting.

**APPROVAL OF AGENDA**

**1. For Possible Action. Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (Jacques Etchegoyhen, President) 5 Minutes.**

President Jacques Etchegoyhen opened public comment.

There was no public comment.

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Public comment closed.

MOTION to approve the meeting agenda for April 18, 2023.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**APPROVAL OF PREVIOUS MINUTES**

**2. For Possible Action. Discussion and possible action to approve the draft meeting minutes of the March 28, 2023 meeting of the East Fork Fire Protection District Board of Directors. (Jacques Etchegoyhen, President) 5 minutes.**

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the minutes of the March 28, 2023 meeting as presented.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Barbara Griffin
<b>SECOND BY:</b>	Mike Sommers
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS**

**3. For Possible Action. Discussion and possible action regarding Proclamation 2023P-04 to recognize Wildfire Awareness Campaign. (Jacques Etchegoyhen, President) 10 minutes.**

President Jacques Etchegoyhen read Proclamation 2023P-04 recognizing Wildfire Awareness Campaign.

Jamie Roice-Gomes, manager with “The Living with Fire Program”, read the following statement:

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- Wildfire can threaten Nevadan communities and impact homes, property and human life. The key to minimizing the wildfire impact in Nevada is proactive communities that take steps to prepare. In response, representatives of Nevada’s local, state, and federal firefighting agencies; wildfire prone communities; and University of Nevada, Reno Extension have conducted a wildfire awareness campaign every May since 2006. This year, the theme is “Protect Our Home, Prepare for Wildfire”.

Ms. Roice-Gomes stated more information can be found on [livingwithfire.com](http://livingwithfire.com). She stated last year there was a question asking if there is a list of landscape professionals who do work around properties. Living with Fire partnered up with Truckee Meadows Fire to teach landscapers about defensible space fire behavior. There is now a list available of landscape professionals that have gone through the class and training.

She thanked the Board for their time.

President Etchegoyhen opened public comment.

There was no further public comment.

Public comment closed.

MOTION to approve Proclamation 2023P-04 to recognize Wildfire Awareness Campaign.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

President Etchegoyhen called a short recess.

President Etchegoyhen called the meeting back in session.

**4. For Possible Action. Discussion and possible action regarding Proclamation 2023P-05 recognizing Jeffrey May on his retirement after 17 plus years of service with the East Fork Fire Protection District. (Jacques Etchegoyhen, President) 10 minutes.**

President Jacques Etchegoyhen read Proclamation 2023P-05 recognizing Jeffrey May on his retirement after 17 plus years of service with the East Fork Fire Protection District.

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Jeff May thanked the Board for the acknowledgment and thanked District Fire Chief Tod Carlini for all his support over the years. He stated this is a humble moment for him.

MOTION to accept Proclamation 2023P-05 recognizing Jeffrey May on his retirement after 17 plus years of service with the East Fork Fire Protection District.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	John Bellona
<b>SECOND BY:</b>	Barbara Griffin
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**5. For Possible Action. Discussion and possible action regarding Proclamation 2023P-06 recognizing Jesse Hale on his 35 years of volunteer service and participation with the East Fork Fire Protection District and the Fish Springs Volunteer Department. (Tod F. Carlini, District Fire Chief) 10 minutes.**

District Fire Chief Tod Carlini stated this proclamation is presented to Jesse Hale for his 35 years of volunteer service to the District. He stated Jesse is a dependable Volunteer. He was not able to attend the meeting so Elaine Pace will accept the proclamation for Jesse.

President Jacques Etchegoyhen read Proclamation 2023P-06 recognizing Jesse Hale on his 35 years of volunteer service and participation with the East Fork Fire Protection District and the Fish Springs Volunteer Department.

President Etchegoyhen opened public comment.

Board Clerk Holly Megee stated there was no public comment for agenda item #4. She stated a few people would like to make public comment regarding the retirement of Jeffrey May.

Station Manager Elaine Pace stated Jesse Hale started as a volunteer a year before she did. The two of them have had many adventures together and she is honored to accept his proclamation.

President Etchegoyhen stated he will open public comment for the previous agenda item recognizing Jeffrey May on his retirement after 17 plus years of service with the East Fork Fire Protection District.

Engineer Adam Wennhold described Jeff May as a builder of many things. He stated he will be missed along with his humor and guidance.

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Volunteer Tom Hein stated Jeff May will be missed. He congratulated him on his retirement.

Volunteer Tom Hein congratulated Jesse Hale on 35 years as a Volunteer and thanked him for all the things he has fixed over the years for the District.

District Fire Chief Carlini stated Jeff May came to the District later in life and stated Jeff was one of the first original twelve engineers. He took the job very seriously. He feels an Engineer is one of the best jobs in the fire service that comes with a lot of responsibility. He has an incredible talent in metal work and has done some amazing work for the District and out at the academy. He thanked him for his dedication, expertise, and mentorship.

Secretary John Bellona described Jeff as one of the funniest guys he has ever worked with and stated he will be missed.

Battalion Chief Troy Valenzuela stated Engineers have a difficult job. Jeff has always been someone you can rely on and thanked him for his constant mentorship. He congratulated him on his retirement.

There was no further public comment.

Public comment closed.

President Etchegoyhen apologized for missing public comment on agenda item 4.

MOTION to accept Proclamation 2023P-06 recognizing Jesse Hale on his 35 years of volunteer service and participation with the East Fork Fire Protection District and the Fish Springs Volunteer Department.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**CONSENT CALENDAR**

**6. CONSENT CALENDAR**

**Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during**

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**the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda, or may be continued until another meeting. (Jacques Etchegoyhen, President) 5 Minutes.**

President Jacques Etchegoyhen explained these items can be adopted with one motion, unless an item is pulled by a District Director, staff, or a member of the public.

- a. For Possible Action.** Discussion to accept the report on general ledger cash balances as of March 31, 2023. (Kathy Lewis, CPA, CFO/Director of Finance)
- b. For Possible Action.** Discussion to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in March 2023 per NRS 474.210. (Kathy Lewis, CPA, CFO/Director of Finance)
- c. For Possible Action.** Discussion to approve payroll expense paid in March 2023 per NRS 474.210. (Kathy Lewis, CPA, CFO/Director of Finance)
- d. For Possible Action.** Discussion to approve the Procurement Card Transactions paid in March 2023 per NRS 474.210. (Kathy Lewis, CPA, CFO/Director of Finance)
- e. For Possible Action.** Discussion to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of February 2023 in the amount of \$64,745.76. (Kathy Lewis, CPA, CFO/Director of Finance)
- f. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of January 2023. (Kathy Lewis, CPA, CFO/Director of Finance)

President Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

Director Barbara Griffin asked Director Mike Sommers to clarify the motion.

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President Etchegoyhen stated Director Sommers did not pull an item from the consent calendar, he requested additional information to come back to the Board at a later time.

Director Sommers stated he approved the consent calendar, he just asked for more clarification to come back to the Board on consent item 6e. He explained in the report the write-offs (6e), include billings for the month and the billings are one-third less than prior months and he is requesting information as to why it's lower.

MOTION to approve the Consent Calendar items 6 a, b, c, d, e, & f, requesting staff to explain, at a later date, why the ambulance billings (6e) for the month are lower than prior months.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**7. For Possible Action. Discussion and possible action to adopt Policy #606.6, which establishes a process for non-represented staff to donate or receive accrued annual or sick leave hours to an employee who requires additional leave. (Lisa Owen, Director of Administrative Services) 10 minutes.**

Director of Administrative Services Lisa Owen stated policy 606.6 establishes a process for non-represented staff to donate or receive accrued annual or sick leave hours to an employee who requires additional leave.

Director of Administrative Services Owen highlighted important areas of Policy #606.6:

- The ability to donate the time is voluntary
- Criteria must be met before approved
- Donor must be a full-time or part-time employee
- Donor must be employed with the District for at least 12 months and have sufficient time available
- The person receiving the donation must meet criteria to request donations (medical in nature, due to a condition to themselves or immediate family member, qualifying condition under FMLA)
- The request is submitted to the Director of Administration
- The policy is specific to non-represented employees (represented employees have their own policy through the CBA)
- Time donated is calculated down (their wage) to the person receiving the donated time



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- The employee must use up all their own time first before requesting donations
- When the employee returns to work, any leftover time will be returned to the employee (s) who donated

Director of Administrative Services Owen stated Director Mike Sommers suggested a recommended change.

Below is the recommended change:

- Under procedure c #5, add the word “current” before base rate towards the end of the sentence.

Director Sommers asked if represented employees can donate to non-represented employees.

Director of Administrative Services Owen stated yes, and that is mentioned in the policy.

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt Policy #606.6, which establishes a process for non-represented staff to donate or receive accrued annual or sick leave hours to an employee who requires additional leave, including the recommended change.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	John Bellona
<b>SECOND BY:</b>	Barbara Griffin
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**8. For Possible Action. Discussion and possible action regarding the adoption of the East Fork Fire Protection District Capital Improvement Plan 2023-2028 totaling an estimated \$6,327,000 for the five (5) year period. (Tod F. Carlini, District Fire Chief and Kathy Lewis, CPA, CFO/Director of Finance) 30 minutes.**

District Fire Chief Tod Carlini and Director of Finance Kathy Lewis presented the PowerPoint.

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District Fire Chief Carlini stated the CIP is part of the budget process and is for the period 2023-2028. A lot goes into putting the CIP together. There will be more focus on facilities, transitioning of the plan due to the expiration of debt and whether the District wants to carry the debt forward or re-invest, etc. There are many considerations the Board needs to be thinking about.

Director of Finance Lewis stated in the packet the PowerPoint presentation read 2022-2027 and it should read 2023-2028.

Below is the outline of the Capital Improvement Plan 2023-2028 PowerPoint presentation:

Brief refresher:

- A Capital Improvement Plan (CIP) contains the individual capital projects, equipment purchases, facility needs, and major studies that a local government would like to pursue or acquire over a specific time period, usually five years.
- The plan provides a working blueprint for sustaining and improving the organization's infrastructure and equipment.
- It coordinates strategic planning, financial capacity, and physical development.
- The CIP stands at the epicenter of the District's Planning and Finance functions.

A dynamic document:

- In general, the CIP is a planning document that is updated annually and subject to change as the needs of the organization and community become more defined and projects move along in their respective planning and budgeting processes.
- The current year of the plan generally reflects the needs and actions more accurately while each succeeding year tends to be more dynamic.

Using a CIP:

- The effective use of a CIP process provides for:
  - Considerable advanced project identification
  - Planning
  - Evaluation
  - Scope
  - Definition
  - Design
  - Public discussion
  - Cost estimating
  - Financial planning

FY 2022-2023 accomplishments:

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- Based on last year’s adopted CIP, the District has completed or is completing the planned acquisitions.
- Over \$1,200,000 was spent or is allocated on capital purchases, equipment, facilities, and debt.
- Notes and Some Accomplishments:
  - Debt Service is considered a “capital expenditure” for the purposes of this CIP in as much as they fund a true capital purchase
  - Double sets of turnouts for each line staff member nears completion
  - IT devices now on a purchase basis and not under a lease
  - Station #15 renovation for Fuels and Fire Program
  - Remount and purchase of ambulances

Budgeted capital, allocations & debt service:

• Expenditures budgeted through FY22-27 CIP:	
• Type I Engines (3) (debt)	\$220,800
• Type 1 Remount	\$135,000
• Type 1 Ambulance	\$341,750
• SCBA (Match Funds plus additional)	\$115,000
• Mobile and Portable Radios (debt)	\$ 56,200
• PPE	\$ 50,000
• Rescue Tools	\$ 15,147
• Fire Hose Replacement	\$ 20,000
• Small Equipment	\$ 10,000
• IT Devices	\$ 15,784
• Asphalt Repaving	\$ 18,500
• Gym Equipment	\$ 5,000
• Renovation of Station #15	\$200,000
 Total	 \$1,203,181

CIP summary: (A chart was provided)

Summary of FY23/24 funding sources: (A chart was provided)

Funding needs summary:

- Based on the preceding recommendations the East Fork Fire Protection District estimates over the next five (5) years, the District needs to consider \$6,327,000 in Capital Investments. The amount considers the three areas of capital investment identified in this document.
  - Apparatus: \$4,219,800 (66.70%)
  - Major Equipment: \$ 583,700 (9.23%)
  - Facilities: \$1,523,500 (24.08%)

The CIP Pie Chart: (A chart was provided)

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Funding distribution by fiscal year: (A chart was provided)

Facilities study:

- Under the current CBA, the District is working collaboratively with the labor association to evaluate the existing facilities regarding “habitability”.
- District facility upgrade, expanded maintenance, and modification will need to move towards the front of the expenditure line.

Funding strategies:

- The CIP also includes a section on funding strategies and provides discussion on each. They may include:
  - Pay-as-you-go (PAYG)
  - Medium term bond/Loan Funds
  - Inter-governmental Loans/Grants
  - Grant Funding
  - Impact Fees
  - Development Agreements
  - Tax Rate Adjustments
  - Sale of Excess Property and Assets
  - Philanthropic Donations

Final thoughts:

- The need for capital investment planning is important
- The District will always have many critical needs
- Not all items within a CIP will be funded or can be funded
- The CIP can allow the organization and governing body to establish priorities, make adjustment, establish procurement policies, and otherwise better manage its financial resources that are applied to capital improvements
- The CIP document should be considered a dynamic document subject to significant change over time
- Unforeseen influences can and will have an impact to what is presented or what can be funded. This can be positive or negative
- The CIP is a guide towards future needs and capital costs

A reminder:

- Just because it is in it, doesn’t guarantee the District will get it.... CIP’s are a living document both in terms of needs, funding availability, and availability of products and services.

District Fire Chief Carlini stated one of the main items the District needs to fund is SCBA’s. The District is fortunate to be part of a regional AFG grant that will fund about \$650,000 of capital needs, which will provide SCBA’s.

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Director Mike Sommers asked if the District is receiving any indication of any type of revenue from the water tender impact fees.

Deputy Fire Chief/Fire Marshal Amy Ray stated the District has received a few.

Director Sommers asked how it is tied to what is in the CIP as far as making the funds available and what period of time to order a tender.

District Fire Chief Carlini stated in the CIP an allocation of revenue is included based on the pattern of submittals. It is not the complete cost. The District will need to add funds because the need for water tenders has become urgent. There is not a lot of revenue history so currently, it is based on this year's projects and an estimated amount for the future, which is part of the identified cost in the CIP.

Director Sommers stated he feels the District will need the tenders sooner rather than later and the longer the District waits, the cost of the tender will most likely increase. He asked if now is the time for the District to consider looking at new funding (debt) to make the purchases now and when the impact fees come in, apply those funds to the debt so the tender can be ordered.

District Fire Chief Carlini stated the short answer is yes. The District has had that discussion. As debt is paid down there is a certain amount of value or capability of borrowing money. The District needs to pay attention to the interest rates. There seems to be a longer period to acquire apparatus.

Director Sommers stated what he is suggesting is to lock in debt, a rate and cost now. The impact fees can be set aside and used to pay down the debt.

District Fire Chief Carlini stated there needs to be caution when talking about tender fees and impact fees. Impact fees, by legislation, are something completely different. Those funds are restricted to apparatus that can haul water.

Director Sommers stated he used impact fees because that was presented as far as sources.

District Fire Chief Carlini stated there should've been something in the presentation that discusses the fee as a regulation opposed to impact.

District Fire Chief Carlini stated a consideration with purchasing is some companies offer to lock in the cost if you order and pay now on the front end. It is something to consider. Borrowing money does cost the District because the District needs to go through a bond counselor and a company hired to solicit the loans. If this is something the Board would like to consider, the

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District needs to start thinking about moving forward. At this time the District is approved for \$2,000,000, which is set by the Department of Taxation. The amount of debt the District currently has is subtracted from the \$2,000,000.

Director Sommers stated he feels if the District acts now instead of later, it will cost the District less.

Secretary John Bellona asked how long is the process.

District Fire Chief Carlini explained the process takes about 90 days. The District can explore the options. The District was very successful with the last one.

President Jacques Etchegoyhen stated the inflation of the cost of apparatus almost always exceeds the amount of money allowed to borrow.

Director Barbara Griffin asked if there was a group that worked on the CIP. She stated it is a great document and well put together. She thanked everyone who participated.

District Fire Chief Carlini stated it was a group effort throughout the entire organization.

President Etchegoyhen asked what interest rate would the District obtain.

District Fire Chief Carlini stated the last time he talked to the financial advisor, he informed the District, now is not a good time in regards to interest rates.

District Fire Chief Carlini stated he feels it would be close to 4%.

Director Sommers stated he thinks it would be less than 4%.

President Etchegoyhen opened public comment.

Tom Hein added something else to consider is the cost of vehicles continues to raise. The District tenders are old and the need is there for a new tender.

There was no further public comment.

Public comment closed.

MOTION to adopt the East Fork Fire Protection District Capital Improvement Plan 2023-2028 totaling an estimated \$6,327,000 for the five (5) year period and direct the District to start obtaining information for the resources so the resources can be used for the approbations of the purchases.

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<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	Barbara Griffin
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**9. For Possible Action. Discussion and possible action for the first reading on the Wildland Urban Interface (WUI) code regulation adoption. (Amy Ray, Deputy Fire Chief/Fire Marshal and Patrick Mooneyhan, Fire Inspector) 20 minutes.**

Deputy Fire Chief/Fire Marshal Amy Ray stated this item is the first reading of the WUI that was brought forward at last month's Board meeting. No changes were made to the document. The request is for approval of the first reading and move forward next month for the second reading.

President Jacques Etchegoyhen opened public comment.

Kurt Hildebrand, The Record Courier, asked if there is a date set for the second reading.

Deputy Fire Chief/Fire Marshal Ray stated possibly May, but a date has not been officially set.

Secretary John Bellona would like to make a motion to give direction to bring the second reading back to the Board on May 16, 2023.

President Etchegoyhen read into record public comment sent in from a Johnson Lane citizen; Dave Ruben. "Holly, unfortunately I am not able to make the meeting tomorrow but wanted to convey to the Board and staff my appreciation for the work that went into the proposed adoption of Chapter 5 of the International Wildland Urban Interface Code. Defensible space and hardening the exterior of our homes is the only way these buildings can survive a wildland fire. Adopting the IWUIC has been a long time coming and I appreciate the Board considering this code. Thank you, Dave Ruben, Johnson Lane homeowner".

There was no further public comment.

Public comment closed.

Secretary Bellona stated there is an error in the WUI document. On page 3, "Minimum 6" x 6" columns, 4" x 8" floor joists, 4" z 10" or 6" x 8" beams, 3" x n" ledgers, and 2" x n" decking.", the z needs to be corrected to a x.

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Director Barbara Griffin asked Legal Counsel Mark Forsberg if the motion can be made to bring it back or does the Board just give direction.

Legal Counsel Forsberg stated he thinks the motion was direction to bring it back in May. He stated there is a possibility it doesn't come back in May.

Director Griffin stated maybe she misunderstood but she thought someone made a motion to bring it back in May.

Legal Counsel Forsberg stated that is the way it was phrased.

President Etchegoyhen understands the motion is a second reading in May and adoption at that time.

Director Mike Sommers stated he knows Director Bernard Curtis would want to make sure the District gets as much information out to the public as possible so they can respond.

President Etchegoyhen stated the District will do as much public outreach as possible and the date is not set in stone and can be pushed out if needed.

Director Sommers asked if most contractors are aware of the WUI.

Deputy Fire Chief/Fire Marshal Ray explained many contractors are already building using WUI. She stated it can be brought back in May for adoption but won't go into effect until July 1.

President Etchegoyhen said it is appropriate to adopt and give lead time to go into effect to make certain everyone is aware of the code.

Director Sommers asked Legal Counsel Forsberg if the motion should be amended to read it will be adopted but not go into effect until July.

Legal Counsel Forsberg replied the effective date can be part of the motion when the code is adopted.

District Fire Chief Tod Carlini stated the District does have plans for public outreach. The District has met with Community Development and Douglas County Building Department in regards to the WUI. He stated designers, contractors, etc. are aware of WUI and many are already including WUI in the specifications on the plans. When the DC Building Department performs inspections, the inspections are not against the code, they are inspecting based on the plans. Tahoe Douglas Fire Department already has the WUI in place.

President Etchegoyhen stated this is the first reading that technically does not need to be adopted.



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Director Griffin stated a vote was not taken on the motion or second.

President Etchegoyhen stated it is not required to vote on the first reading.

Director Sommers stated a motion was already made.

MOTION to accept the first reading on the Wildland Urban Interface (WUI) code regulation adoption and will be brought back for a second reading on May 16, 2023.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	John Bellona
<b>SECOND BY:</b>	Mike Sommers
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

**10. For Possible Action. Discussion and direction to staff regarding legislation or legislative issues proposed by legislators or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues that may impact the East Fork Fire Protection District as may be deemed appropriate by the Board of Directors. (Tod F. Carlini, District Fire Chief) 10 minutes.**

District Fire Chief Tod Carlini stated a summary of bills was provided as backup. He thanked Adam Wennhold for his review and the information he provided that he feels the District should be aware of. He stated there are a few interesting bills on the summary including one of them being the Town of Minden siren. The Town of Minden has control of the siren. Engineer Wennhold is present to comment.

Engineer Adam Wennhold stated regarding interesting bills, aside from the siren bill, SB 261 would directly impact the creation of regulations which could impact things and requires outreach to the Chamber of Commerce.

Director Mike Sommers asked about the bill that changes the EMS licensing from one to five years. Would that create a fiscal impact to the District.

Engineer Wennhold replied as it was passed from the committee, it was changed from one year to two years. He feels every two years is better than one year for workload. As it stands now, the EMS certifications for individuals are every two years.

President Etchegoyhen thanked Engineer Wennhold for his work and attention to this matter.

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Engineer Wennhold asked District Fire Chief Carlini when the District stopped using the siren for dispatching.

District Fire Chief Carlini replied around 2004 and around that same time the District stopped the use of the Genoa siren also.

President Etchegoyhen opened public comment.

There was no further public comment.

Public comment closed.

Agenda item 12 was taken out of order. Agenda item 12 was heard before agenda item 11.

**12. For Presentation Only. Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of, a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (Jacques Etchegoyhen, President) 5 minutes.**

Volunteer Liaison, Elaine Pace noted:

- AED's have arrived and will be installed in Station's 2, 5, 6, 8, 9 and 10
- 15 Volunteers will be taking the basic wildland class and 35 Volunteers will be taking the recertification

**11. For Presentation Only. Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (Jacques Etchegoyhen, President) 5 minutes.**

Engineer Adam Wennhold noted:

- Negotiations has been very productive
- The Burn Fund made a recent donation to a family that lost their home due to a fire and gave sympathies to the family involved

**13. For Presentation Only. Reports/updates from District Board Members and Administration concerning the various assignments and committees they may be a member of, a liaison to, and meetings/functions they have attended. No action will be taken on these reports/updates. (Jacques Etchegoyhen, President) 10 Minutes.**

Deputy Chief of Operations Scott Gorgon noted:

- No report

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Director of Administrative Services Lisa Owen noted:

- No report

Deputy Chief/Fire Marshal Amy Ray noted:

- No report

Deputy Chief Training and Safety Larry Goss noted:

- Academy is finishing up the classroom portion of wildland. The individuals in the academy for the District are doing outstanding and continue to be top of the class
- Thanked Director Barbara Griffin for visiting the academy
- IT transition is going well

Director Mike Sommers asked if the conversion of the phones is taking place.

Deputy Chief Goss stated yes. There was a hands-on meeting last week showing office staff the new phone options.

Director Mike Sommers noted:

- No report

President Jacques Etchegoyhen noted:

- No report

Secretary John Bellona noted:

- No report

Director Barbara Griffin noted:

- No report

Legal Counsel Mark Forsberg noted:

- No report

CPA, CFO/Director of Finance Kathy Lewis noted:

- No report

District Fire Chief Tod Carlini noted:

- Focusing on the NV Energy contract
- Station 15 near completion, mid-May

Director Sommers requested holding a future Board meeting at Station 15.

Director Barbara Griffin noted:

- Thanked Deputy Chief Goss for taking her to the academy

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Director Sommers asked what is happening with the dispatch center.

District Fire Chief Carlini stated that is difficult to answer because he doesn't think Brent Finster has been there long enough. He has hired additional staff; his approach will be different than the District has seen in the past; he has entertained to enter into an agreement with the District (follow-up needs to take place), etc. He stated Mr. Finster has been with the County less than 30 days and the first ten days, he was busy with the weather/flood event. Some of the staffing challenges are something that can't be turned around quickly.

Director Sommers asked how is the Emergency Management transition going.

District Fire Chief Carlini stated he has had one meeting with the future Emergency Manager and it went well. He believes there will be a learning curve but the District will continue to provide the services and is committed to a smooth transition. She starts May 8, 2023.

**CLOSING PUBLIC COMMENT** (No Action)

President Jacques Etchegoyhen opened closing public comment.

Terry Taylor stated he was having computer problems and apologized for logging in late. He greatly appreciates the Board joining the other communities in adopting the WUI code. He stated in his years of being in the business, he has found a constant drum beat by contractors and developers of too much divergence in codes. By adopting the WUI, Douglas County is joining other communities to establish a basic standard of fire safety for residential and commercial buildings in the WUI zones. He thanked everyone for all their hard work. The Fire Prevention Association and State Arson Investigators Association are in support of the WUI. He stated there have been negotiations on various levels with insurance companies regarding giving homeowners discounts or guarantee of re-insurance if they comply with WUI. He thanked everyone for moving forward with the WUI.

Kurt Hildebrand, The Record Courier, congratulated District Fire Chief Carlini for being chosen Citizen of the Year by the Elks.

There was no further closing public comment.

Public comment closed.

**ADJOURNMENT**

**16. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (Jacques Etchegoyhen, President) 5 Minutes.**

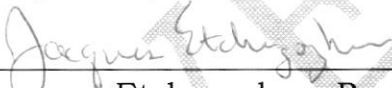
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MOTION to adjourn; carried.

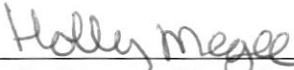
<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Griffin, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Curtis

There being no further business to come before the Board, the meeting adjourned at 2:32 pm.

Respectfully submitted:

  
\_\_\_\_\_  
Jacques Etchegoyhen, President  
East Fork Fire Protection District

ATTEST:

  
\_\_\_\_\_  
Holly Megee, Board Clerk  
East Fork Fire Protection District