

## **APPROVED**

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, February 21, 2023, in-person and virtually, beginning at 1:05 PM.

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

John Bellona, Secretary, District 1  
Barbara Griffin, Director, District 2, Absent  
Bernard Curtis, Director, District 3  
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:**

Sky Dwinell, Secretary/Treasurer for East Fork Fire Professional Firefighters  
Adam Wennhold, East Fork Fire Professional Firefighters  
Tom Hein, President of the East Fork Volunteer Firefighters  
Elaine Pace, Volunteer Liaison  
Tyler Saylor, Conway Communications  
Daniel Johnson, Douglas County Chief Technology Officer  
Dave Ruben, Resident

## **CALL TO ORDER**

Board President Jacques Etchegoyhen

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

President Jacques Etchegoyhen opened public comment at the beginning of the workshop session held at 10:30am.

## **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.

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- 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 PREVIOUS MINUTES**

**4. For Possible Action. Discussion to approve the draft meeting minutes of the January 17, 2023, regular 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 January 17, 2023 meeting as presented.

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

**AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS**

**5. For Possible Action. Discussion and possible action regarding Proclamation 2023P-03 recognizing Michael Randall on his 25 years of volunteer service and participation with the East Fork Fire Protection District and the Johnson Lane Volunteer Department. (Tod F. Carlini, District Fire Chief) 5 minutes.**

President Jacques Etchegoyhen stated Michael Randall was not available to attend the meeting

President Jacques Etchegoyhen read Proclamation 2023P-03 recognizing Michael Randall on his 25 years of volunteer service and participation with the East Fork Fire Protection District and the Johnson Lane Volunteer Department.

President Jacques Etchegoyhen opened public comment.

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There was no public comment.

Public comment closed.

MOTION to accept Proclamation 2023P-03 recognizing Michael Randall on his 25 years of volunteer service and participation with the East Fork Fire Protection District and the Johnson Lane Volunteer Department.

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

**6. For Possible Action. Discussion and possible action to accept the donation of \$1,000 from Gerry Myers, dedicate the funds to paramedic education costs, and authorize a letter of appreciation from the Board President. (Tod F. Carlini, District Fire Chief) 5 minutes.**

District Fire Chief Tod Carlini stated a donation from Gerry Myers was received and the request was to use the funds for paramedic education

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to accept the donation of \$1,000 from Gerry Myers, dedicate the funds to paramedic education costs, and authorize a letter of appreciation from the Board President.

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

**CONSENT CALENDAR**

**7. 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**

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**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 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 January 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 January 2023 per NRS 474.210. (Kathy Lewis, CPA, CFO/Director of Finance)
- c. For Possible Action.** Discussion to approve payroll expense paid in January 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 January 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 December 2022 in the amount of \$42,394.43. (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 November 2022. (Kathy Lewis, CPA, CFO/Director of Finance)

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the Consent Calendar items 7 a, b, c, d, e, & f.

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

**8. For Possible Action. Discussion and possible action regarding awarding a five (5) year contract for managed Information Technology services, to include telephone service, with Conway Communications for a total five (5) year cost of \$934,050. (Larry Goss, Deputy Chief of Training and Safety) 20 minutes.**

Deputy Chief of Training and Safety Larry Goss introduced and thanked Douglas County Chief Technology Officer Daniel Johnson. He stated Mr. Johnson has been helpful and supportive regardless of what direction the District chose. Deputy Chief Goss also introduced and thanked three representatives from Conway Communications, Adam Conway, Tyler Saylor and Eric Harrison, for attending the meeting.

Deputy Chief Goss discussed the key points:

- Last month the District asked the Board for direction regarding the future of IT services with the expiration of the current IT contract with Douglas County approaching.
- The history of the IT service discussed at a previous Board meeting included challenges that exist and will always exist, successes and changes while contracted with Douglas County IT.
- Changes in technology which has allowed the District to research outside IT providers
- Importance of maintaining continuity and communications while under the Emergency Management Contract, which is soon to expire
- Decision point because the current IT contract will expire at the end of the fiscal year
- The Direction of the Board was to continue to investigate solutions
- The District has done extensive cost comparisons and the total cost saved over the five-year period would be \$84,512
- The recommendation is to enter into a five-year contract with Conway Communications at a cost of \$934,050 and not to exceed \$1,027,455
- If the Board approves to enter into a contract with Conway Communications, Douglas County IT supports the move and has assured their support in the transfer of services

Director Mike Sommers asked why the contract is for the \$934,050 instead of the \$1,027,455 and if there are additional costs accrued, the vendor come back with the additional costs on a separate statement of work to be approved?

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Deputy Chief Goss explained with the recommendation from Legal Counsel Mark Forsberg, the District chose to add the language, "do not exceed". The District anticipates the organization will continue to grow. So, instead of bringing those types of issues back to the Board, the language, 10% "do not exceed", was added, similar to a construction contract.

Director Sommers asked Deputy Chief Goss if he thinks Conway's bid price of \$173,700 incorporates potential growth.

Deputy Chief Goss stated it could incorporate potential growth, so that is why the 'do not exceed' language was added. He stated the contract could be changed to read both the contract price and "do not exceed".

Legal Counsel Forsberg stated at one point there was discussion about having a larger number in the contract. Conway has agreed to a \$934,050 contract. There are provisions in the contract for change orders or adjustments. A contract can be renegotiated at any time if the parties agree. If something comes along, that would be the time to rely on the provisions of the contract, which at that time would be negotiated rather than a contract having a built in 10% that is entitled.

Secretary John Bellona stated the way he reads the contract is it was built around 110 users. If the District hires 5 additional personnel there will be an additional cost for each person.

Director Sommers stated he doesn't disagree if the number of users is increased, the user fee may need to be increased. He explained the contract reads it's "not to exceed", so that means the excess could be met in the first year and the rest is a constant flow afterwards. He doesn't understand why the contract doesn't read, a specific amount with additional fees as needed.

Legal Counsel Forsberg explained the two parties agreed to provide services at a set fee for five (5) years. He stated Deputy Chief Goss is suggesting, over the five (5) year period, there could be additional costs and wants the Board to understand it could increase by 10%.

Director Sommers stated the contract is not written that way. The contract should read a fee plus an additional 10%, if needed, over the five (5) year period.

Director Bernard Curtis agrees with Director Sommers that there needs to be a more defined outline.

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Director Sommers said at the last Board meeting he asked for a breakout of the initial setup fee for the first year. Is there any non-performance of KPI's in the contract?

Legal Counsel Forsberg stated if Conway Communications is not performing the contract, it's a breach of contract.

Director Sommers asked if there were any discussions of non-performance during the setup phase.

Tyler Saylor, Conway Communications stated Conway Communications did include in the contract requirements that Conway must meet, but regarding impacts to Conway not performing in certain situations, there is nothing specific in the contract. It is something that can be explored and changes can be made if necessary. The total contract amount was done knowing the future of East Fork Fire.

Legal Counsel Forsberg reminded everyone that, "not to exceed" means "not to exceed". This is a contract for a fixed amount. The only thing that could happen is the amount could be less. If there is a need for more services or a price increase, all parties need to come together for a change order process or a renegotiation of the contract.

Director Sommers stated he understands the process, he was curious how everything is built in. If a critical issue occurs, it's not the District's fault, and if it's not corrected in a certain period of time, does the District get to be held whole, should it effect the District.

Deputy Chief Goss stated the District can work on a process.

Director Sommers stated he would like a cost breakout.

Deputy Chief Goss stated some of it is first month's payment, infrastructure, equipment, switches, etc.

Director Sommers asked if training is included in the startup cost.

Deputy Chief Goss stated training is built into the contract but it is not part of the startup costs.

Mr. Saylor explained the startup cost includes the first month, which mostly goes towards Conway staff's time over the three-month transition period, equipment, licensing necessary to support the equipment, etc. Minor training will be done under the terms of the agreement but most of the tools being used are already used by staff so there should not be a lot of necessary training.

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Director Sommers asked if the equipment is fixed equipment.

Mr. Saylor stated it is fixed equipment.

President Jacques Etchegoyhen opened public comment.

Adam Wennhold, East Fork Fire Professional Firefighters stated the Association is 100% in support of this item.

Director Sommers asked Legal Counsel Forsberg if section 17.7, in the contract, is good for the assignability protection.

Legal Counsel Forsberg stated he has changed that to make it non-assignable for both sides without consent from the other party. Additional changes that were made include, indemnification provisions and reciprocal insurance requirements are the same for both parties.

Director Sommers asked Conway Communications if section 4.5, in the contract, is referring to the provider.

Mr. Saylor stated that is correct.

President Jacques Etchegoyhen opened public comment.

There was no further public comment.

Public comment closed.

MOTION to award a five (5) year contract for managed Information Technology services, to include telephone service, with Conway Communications for a total five (5) year cost of \$934,050.

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

President Etchegoyhen thanked Conway Communications for attending the meeting.

President Etchegoyhen called a short recess.

President Etchegoyhen called the meeting back in session.



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**9. For Possible Action. Discussion and possible action to recognize the Community Wildfire Protection Plan for the East Fork Fire Protection District. (Amy Ray, Deputy Fire Chief/Fire Marshal) 20 minutes.**

President Jacques Etchegoyhen thanked Deputy Chief Ray for all her hard work on the Community Wildfire Protection Plan (CWPP).

Below is the outline of the PowerPoint presentation regarding the Community Wildfire Protection Plan for the East Fork Fire Protection District presented by Deputy Chief Amy Ray:

**Background:**

- The Healthy Forests Initiative was enacted into law by the Healthy Forests Restoration Act of 2003 (Public Law 108-408). The Act addresses the need for thinning over-stocked woodland and rangeland fuels on federal, state, local, and private land to help protect communities from intense wildfires, improve fire suppression capabilities, and increase forest and rangeland resistance to destructive insects and disease. The Act encourages communities to create a CWPP to collaboratively designate areas in the Wildland-Urban Interface (WUI) that are the most in need of vegetation mitigation and management.

**Components of a CWPP:**

- **COLLABORATION:** Local and state government representatives, in consultation with federal agencies and other interested parties, must collaboratively develop a CWPP.
- **PRIORITIZED FUEL REDUCTION:** A CWPP must identify and prioritize areas for hazardous fuel reduction treatments and recommend the types and methods of treatment that will protect one or more at-risk communities and essential infrastructure.
- **TREATMENT OF STRUCTURAL IGNITABILITY:** A CWPP must recommend measures that homeowners and communities can use to reduce the ignitability of structures throughout the area addressed by the plan.

**2005 Community Wildfire Protection Plan:**

- In 2005 the Douglas County Risk/Hazard Assessment (RCI 2005) was completed for sixteen communities within Douglas County (excluding the Tahoe Basin). Five primary factors that affect potential fire hazards were evaluated in order to develop a community hazard assessment score:
  - Community design
  - Construction materials
  - Defensible space
  - Availability and capability of fire suppression resources
  - Physical conditions such as the vegetative fuel load and topography

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2023 Update:

- The hazards and risks that were evaluated and reported in the 2005 CWPP for EFFPD are accurate. Current conditions differ in some areas due to mitigation activities, growth and maturity of vegetative fuels, development, or changed as a result of wildfires that have occurred over the past decade or more and warrant updated review and recommendations
- EFFPD started an update to the 2005 plan in 2020
- Nevada Division of Forestry (NDF) developed and implemented the CAT tool (Community Assessment Tool) in 2022
- NDF performed assessments of communities in six zones within the District, as identified in the 2020 proposed update. The communities in these zones were then inspected and evaluated on the following criteria:
  - Suppression hazard rating
    - Ingress/egress
    - Secondary access
    - Geographic features
  - Evaluation criteria continued:
    - Surrounding environment assessment
      - Defensible space
      - Structure to structure ignition
      - Vegetation
    - Structures assessment
      - Roofing materials
      - Siding
      - Debris on roof and/or gutters

Total Assessed Rating:

- The Total Assessed Rating is based on the three criteria and given a number and hazard rating
- Within the Community Wildfire Assessments are mitigation strategies that can lower the hazard risk rating within that community and increase the structure survivability in the event of a wildfire

The Total Assessed Rating is not a designation used in the Wildland Urban Interface Code (WUI) for determining the requirement for ignition-resistant construction materials and defensible space. The Total Assessed Rating is based on the three criteria of the community, not the individual property. The WUI designation is based on individual property assessment within a community.

Zone Characteristics:

- Each zone narrative within the CWPP provides information on the following items:
  - Geographic location
  - Fuel types and risks

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- Priorities for vegetation management

**Nevada Energy Fuels Management Program:**

- The CWPP plan area has a strong cadre of fire management agencies that have a long history of cooperation and partnerships in wildfire suppression and prevention.
- The Nevada Energy Fuels Management Program is helping to mitigate vegetation in the utility rights-of-way, which help provide fuel breaks within communities and additional staffing of equipment and personnel in the event of a wildland fire in the District. In addition, they are able to assist with match funding of grants to increase these fuel breaks and work with the communities to add protection from wildfires.

**Next Steps:**

- East Fork Fire Board acceptance
- Nevada Division of Forestry Fire Warden approval
- Grant application: Completion allows the District and the communities to apply for grants for vegetation mitigation, management and education to help protect homes from wildfires.

**FirewiseUSA® communities in Douglas County**

- Douglas County is currently working with the Nevada Division of Forestry's Fire Adapted Nevada to continue to develop the Fire Adapted Communities approach in the County. Currently, there are 9 FirewiseUSA® communities in Douglas County. The goal is to have all communities registered as FirewiseUSA® communities and then utilizing the CWPP and associated grants to provide further assistance. These are:
  - Upper Montgomery Estates
  - Lake Village HOA
  - Alpine View
  - North Fork Trails
  - Saratoga Springs
  - Sunridge
  - Genoa
  - Indian Hills
  - Clear Creek Tahoe (also has their own CWPP)

Director Bernard Curtis stated this is quite the document.

Deputy Chief Ray stated the difficulty was, in order to provide the assessments, the reports needed to be included for each of the communities in the zone.

Director Mike Sommers stated Saratoga Springs provided information which showed the deficiencies in structure protection and wildland ignition areas. He

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stated a fuels management program would be great for grants and to put together a team outside of NV Energy.

Deputy Chief Ray stated the goal is to complete a CWPP so the District can apply for available grants and put together a fuel's management team.

Director Sommers stated the District is moving in the right direction.

President Jacques Etchegoyhen opened public comment.

Dave Ruben, Douglas County resident thanked the Board and the staff for all their hard work and is excited to see the District adopt this. This will open up a lot of grant opportunities. He is a resident of Saratoga Springs and is the Firewise coordinator and this will help his community as well.

District Fire Chief Carlini thanked Deputy Chief Ray and her staff for all their hard work in putting together the CWPP. This has been a working project for the last 3 to 5 years. Some of the requirements changed which resulted in taking more time to complete the CWPP. He thanked Nevada Division of Forestry (NDF) for their assistance and their continued work to do the property assessments. Another goal is to increase the Firewise communities. Having an approved CWPP, helps move things along. The key is to get to a point where the District can start to apply for grants. The District has never been able to do that and this is critical for the District. There are a lot of funds available in fuels management. He thanked Dave Ruben for all his assistance and input. He sees a bright future for fuels management.

Deputy Chief Ray stated another key component is educating the public.

Director Sommers asked how an area is defined within the District.

Deputy Chief Ray explained in 2019 groups were put together and those groups assessed areas based on geographic zones and also looked at where the communities are located.

Director Sommers asked if areas can be reduced into smaller groups within a region. Example, Topaz.

Deputy Chief Ray stated the document allows the individual communities to apply for their individual grants and the District has the ability to apply for a grant that covers the entire District.

Director Sommers made a motion to adopt the CWPP.

President Etchegoyhen thanked all those involved in putting together the CWPP for all their hard work.

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Director Curtis stated he would like to second the motion, but the request is not for adoption, it is to accept the CWPP.

Director Sommers changed his motion to accept the CWPP.

President Etchegoyhen again opened public comment.

There was no further public comment.

Public comment closed.

MOTION to accept the Community Wildfire Protection Plan for the East Fork Fire Protection District.

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

Secretary Bellona thanked Deputy Chief Ray for the great job she's done on the CWPP.

**10. For Possible Action. Discussion and possible action to employ up to three (3) additional Seasonal Fuels/Fire Crew members under the current Nevada Energy Fuels Mitigation Contract with an anticipated start date of Spring 2023, at an estimated cost of \$61,516.49. (Tod F. Carlini, District Fire Chief) 10 minutes.**

District Fire Chief Tod Carlini stated this request is on behalf of NV Energy as well as the District. It is to expand the seasonal personnel from five to eight. The funding is available through NV Energy and their program. The same limitations would apply to these positions as they do for the current fuels crew fulltime and seasonal personnel.

Director Mike Sommers stated the District only has three months left until the end of the NV Energy contract.

District Fire Chief Carlini stated the hope is to have a continued contract.

President Jacques Etchegoyhen stated he supports this and hopes NV Energy continues this program.

Director Sommers stated NV Energy can't afford not to continue this program.

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President Etchegoyhen said he hopes the state legislature does not change things. He feels this is money exceptionally well spent by the government.

Director Sommers asked what the training consists of for the fuel crew positions.

Deputy Chief Larry Goss stated all fuels positions will go through basic wildland training plus NV Energy has additional training. No structural training is required.

District Fire Chief Carlini stated they will get the basic wildland fire training.

President Etchegoyhen opened public comment.

Sky Dwinell, Secretary/Treasurer for East Fork Fire Professional Firefighters stated the Association supports the hiring of additional Seasonal Fuels/Fire Crew members. He stated there are many benefits to the District.

Dave Ruben, Douglas County resident thanked the Board for considering this and hopes they will accept the proposal. As a taxpayer, he appreciates it. He stated a lot of the work NV Energy has the fuels crews doing helps to free up grant money for other projects, which benefits the communities. NV Energy fuels program is a great program.

Tom Hein, President of the East Fork Volunteer Firefighters stated the Volunteer Association supports this.

There was no further public comment.

Public comment closed.

MOTION to employ up to three (3) additional Seasonal Fuels/Fire Crew members under the current Nevada Energy Fuels Mitigation Contract with an anticipated start date of Spring 2023, at an estimated cost of \$61,516.49.

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

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**11. For Possible Action. Discussion and possible action to authorize the District Administration to consider applying for a 2022 Staffing for Adequate Fire and Emergency Response (SAFER) grant for six (6) Firefighter positions. (Tod F. Carlini, District Fire Chief) 30 minutes.**

District Fire Chief Tod Carlini stated the District had applied for this grant over 3 years ago and was successful in obtaining 4 positions. The grant period is currently open and will close on March 17<sup>th</sup>. He explained applying for the grant is step 1. Step 2 is if the District is awarded the grant and step 3 is for the District to accept the grant. The rules for the SAFER grant have changed. The current SAFER criteria provide 3 years without cost to the agency. Then on year 4, the agency must assume the full cost of the positions. It becomes a challenge for some agencies. The previous SAFER positions were absorbed into the District's operating costs. The estimated FY 27/28 costs are \$1,200,000. The request is for 6 positions. The District chose 6 positions to have staff for an additional ambulance. The award date is generally early September, and the individuals would need to be ready to go into the academy in October. These positions wouldn't start until October and maybe even January 2024. The grants are much more competitive because they are now 100% fully paid for the first 3 years. The focus of SAFER is not about EMS, the focus is in accordance with NAPA 1710 and placing the appropriate number of firefighters on the fireground. The District's Standard of Cover addresses 1710, which will be made clear when applying for the SAFER grant. The District has many great resources and support, including the labor association, IFF and proof of experience being successful.

Director Mike Sommers asked if the District has the ability to state the District is undermanned by 6 individuals when applying for the grant.

District Fire Chief Carlini stated the District has the ability to compare staffing to NAPA 1710.

Secretary John Bellona asked why the District isn't asking for more positions so the District can staff an engine.

District Fire Chief Carlini explained the District's thought was the need to cover, all costs in year 4. A fallback plan would be to convert the current "suitcase" position into a third person for an engine. The District may also be in a position to add 3 more people by then. The cost for an engine crew would be a tiered cost that would average \$211,000 a person.

Director Sommers asked if this is a federal grant.

District Fire Chief Carlini confirmed it is a federal grant.

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Director Bernard Curtis asked if there are thousands of applications submitted for a grant like this.

District Fire Chief Carlini stated this is a popular grant because how it is funded. There is an estimate of 300 awards nationally. The grants are simply awarded based on the application.

Director Somers asked if an award is considered by loss of fire area.

District Fire Chief Carlini stated that is included in the District application.

President Jacques Etchegoyhen opened public comment.

Sky Dwinell, Secretary/Treasurer for East Fork Fire Professional Firefighters stated the Association supports the request for 6 positions. It was discussed in labor management about the number of positions being requested, but after much discussion, it was understood that the overall cost to the District would be high so everyone agreed on 6 positions. Captain Dwinell discussed the current situation and stated the request for additional staffing is much needed.

Tom Hein, President of the East Fork Volunteer Firefighters stated the Volunteer Association supports this. This is thinking ahead and moving in the right direction.

There was no further public comment.

Public comment closed.

MOTION to authorize the District Administration to consider applying for a 2022 Staffing for Adequate Fire and Emergency Response (SAFER) grant for six (6) Firefighter positions.

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

**12. 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.**



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District Fire Chief Tod Carlini stated it is that time again when the legislature is in session. The District has started receiving bill drafts but none have been considered detrimental to the District.

District Fire Chief Carlini stated a few bills that are on the radar include:

- EMS licensing
- Emergency Management (won't be the District's concern in a few months)
- Open Meeting Law
- Conservation

There are over 1,000 potential BDR's that are placeholders. The closer to the end, the faster the bills start coming out. The District needs to continue to pay close attention. Attachments to bills are always a concern. Once there are specific bills to discuss, they will be brought back to the Board to talk about. The District is still seeing requests or comments on fire service related bills.

Director Mike Sommers asked if the District has any boots on the ground.

District Fire Chief Carlini stated the District does through Mike Brown, through Nevada Fire Chiefs' Association. He's a valuable resource and generous with sharing information. The Nevada Firefighters Association use to hire lobbyist but now everyone sticks together and shares information with each other.

Sky Dwinell, Secretary/Treasurer for East Fork Fire Professional Firefighters stated Adam Wennhold is a valuable source. Mr. Wennhold reads every bill that is submitted.

President Jacques Etchegoyhen opened public comment.

Adam Wennhold stated he would like to bring attention to SB76 (Establishes provisions governing certain products that contain intentionally added perfluoroalkyl and polyfluoroalkyl substances). Currently, it only addresses cookware. Depending on how this bill develops it could impact the turnout gear which contains these chemicals. The hearing date is March 30<sup>th</sup>.

There was no further public comment.

Public comment closed.

There was no motion.

**13. 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**

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**meetings/functions they have attended. No action will be taken on these reports/updates. (Jacques Etchegoyhen, President) 5 minutes.**

Secretary, East Fork Fire Professional Firefighters Association, Sky Dwinell noted:

- Fundraising produced a net of \$20,000, which allowed them to make donations to Moxy Up, food drive and many Northern Nevada families. This was the most successful fundraising year
- Association annual dinner took place last month (swore-in new members, recognized retirements, etc.)
- East Fork Fire employees involved in many District committees (Operations, safety, EMS, Station Habitability, etc.)
- Labor management over the last year has been extremely productive. He thanked everyone involved
- Looking forward to negotiations

**14. 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:

- New Volunteer orientation class took place in January
- 7 new Volunteers working through the process
- Wildland class is scheduled for the first week of May, which should result in a significant increase of wildland certified volunteers
- The Volunteer Association finally received their tax-exempt number
- The Volunteer Association received a grant from Douglas County to supply an AED in every volunteer station

**15. 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.**

Legal Counsel Mark Forsberg noted:

- Spent time working on the Conway contract

CPA, CFO/Director of Finance Kathy Lewis noted:

- Working on budget
- Appreciates the great discussion at the budget workshop

Deputy Chief of Operations Scott Gorgon noted:

- No report

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Director of Administrative Services Lisa Owen noted:

- Many applications were submitted for the Fuels Crew recruitment
- Fuels Crew interviews conducted last week
- There are 3 individuals in the academy (moved Fuels Crew personnel to the all-risk side)

Deputy Chief/Fire Marshal Amy Ray noted:

- Assisted living facilities -2 proposed (100,000 sq. ft. each), 1 permitted (88 units, 32 memory and 56 assisted living)
- New sub-division, phase 1 (28 buildings, 84 units with 174 Single Family units)
- Will be starting grants once CWPP is approved by the Nevada Division of Forestry Fire Warden
- Yesterday was the anniversary of the Station Nightclub Fire, Rhode Island
- Plan to bring forward the WUI document next month

Deputy Chief Training and Safety Larry Goss noted:

- Have been busy working on the IT contract. Thanked Legal Counsel Forsberg for all his help
- 2 personnel completed Ice Rescue train the trainer. The District now has 4 Ice Rescue trainers
- Close to completing the Acting Engineer qualifications procedure

Director Mike Sommers noted:

- No report

Director Bernard Curtis noted:

- No report

President Jacques Etchegoyhen noted:

- No report

Secretary John Bellona noted:

- Did not see the moving of dispatch to a separate contract in the budget (This is very important because it is an uncontrolled cost)

District Fire Chief Tod Carlini noted:

- The District has a draft service contract that was attempted to be implemented several years ago. It will be sent to the County for their review. Dispatch is challenged with staffing
- Station 15 remodel is underway
- Working on budgets
- Training prop is taking time

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- Dealing with District storm damage issues, in terms of insurance
- Emergency generators are a concern (Station 9 needs a new setup, Station 14 lost a transfer switch (possibly from a result of a NV Energy failure) and Station 8 needs a new transfer switch). Station 14 is a priority. Tom Hein and Chris Lang have been helpful
- Process of gathering information for GEMT
- March Board agenda will be full (including Standard of Cover, tentative budget, CIP in April and final budget by May)
- The academy starts soon. The Fire/Fuels program has been an incubator for people moving into the fire service. The seasonal program can serve as an incubator for moving into Fire/Fuels
- Thanked the Board for supporting the program
- Thanked NV Energy for their participation

Director Sommers asked if the Board meeting for March needs start earlier than the normal meeting time.

District Fire Chief Carlini replied the meeting might need to start early but will be decided as it gets closer to the meeting date.

Secretary Bellona confirmed he heard correctly that a Communications Manager may have been hired but East Fork Fire was not part of the process.

District Fire Chief Carlini stated East Fork Fire did have someone on the panel and was included in the process. He is not aware if someone has been hired.

Director Sommers asked if a response was received from the County in regards to the Emergency Management report that was submitted.

District Fire Chief Carlini stated he has not received a response from the County.

**CLOSING PUBLIC COMMENT (No Action)**

President Jacques Etchegoyhen opened closing public comment.

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.

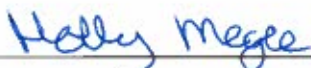
<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOTION BY:</b>	Mike Sommers
<b>SECOND BY:</b>	John Bellona
<b>AYES:</b>	Bellona, Curtis, Etchegoyhen, Sommers
<b>NAYS:</b>	
<b>ABSENT:</b>	Griffin

There being no further business to come before the Board, the meeting adjourned at 2:43 pm.

Respectfully submitted:

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

ATTEST:

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

APPROVED