

APPROVED

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, March 19, 2024, in-person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, President, District 1, Attended the meeting virtual
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3,
Jacques Etchegoyhen, Director, District 4
Mike Sommers, Secretary, 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/Operations, Absent
Lisa Owen, Director of Administrative Services
Julie Andress, CFO/Director of Finance
Tom Hein, Executive Program Manager
Mark Forsberg, District Legal Counsel
Holly Megee, Clerk to the Board
Patrick Mooneyhan, Fire Inspector

Additional attendees that addressed the Board:

Justin Tenney, East Fork Fire Firefighter/Paramedic
Troy Valenzuela, East Fork Fire Battalion Chief
Elaine Pace, Volunteer Liaison
Adam Wennhold, East Fork Fire Engineer
Sky Dwinell, East Fork Fire Captain
Kevin May, President for East Fork Fire Professional Firefighters

CALL TO ORDER

Secretary Mike Sommers

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Director Bernard Curtis led the Pledge of Allegiance

Secretary Mike Sommers asked for a moment of silence in honor of Don Stangle.

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 act 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.

Secretary Mike Sommers 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 act.

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. (Mike Sommers, Secretary) 5 minutes.

MOTION to approve the meeting agenda for March 19, 2024.

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RESULT: APPROVED [UNANIMOUS]
MOTION BY: Bernard Curtis
SECOND BY: Jacques Etchegoyhen
AYES: Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:
ABSENT:

APPROVAL OF PREVIOUS MINUTES

2. For Possible Action. Discussion and possible action to approve the draft meeting minutes of the February 20, 2024, meeting of the East Fork Fire Protection District Board of Directors. (Mike Sommers, Secretary) 5 minutes.

MOTION to approve the minutes of the February 20, 2024, Board meeting.

RESULT: APPROVED [UNANIMOUS]
MOTION BY: Jacques Etchegoyhen
SECOND BY: Barbara Griffin
AYES: Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:
ABSENT:

Secretary Mike Sommers apologized for not taking public comment on the last 2 agenda items.

Secretary Sommers opened public comment.

There was no public comment.

Public comment closed.

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

3. For Possible Action. Discussion and possible action to accept the following donations from the Volunteer Firefighters' Association to be used to get the Utility Terrain Vehicle (UTV) operational: \$7,500 from the Volunteer Firefighters' Association, \$1,000 from Volunteer Station 2/9, \$1,000 from Volunteer Station 8, up to \$5,000 from Volunteer Station 3, and to authorize a letter of appreciation from the Board President. (Tod F. Carlini, District Fire Chief) 5 minutes.

District Fire Chief Tod Carlini stated instead of splitting the donations into four different agenda items, the donations are all being presented under one agenda item. At last month's Board meeting, the District accepted the grant from Firehouse Subs for the purchase of a UTV. The donations will help to fund

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other expenses involved in getting the UTV operational. The donations will be included in the May augmentation. He thanked the volunteer groups that are donating to get the UTV operational. The recommendation is to accept the donations.

Secretary Mike Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to accept the following donations from the Volunteer Firefighters' Association to be used to get the Utility Terrain Vehicle (UTV) operational: \$7,500 from the Volunteer Firefighters' Association, \$1,000 from Volunteer Station 2/9, \$1,000 from Volunteer Station 8, up to \$5,000 from Volunteer Station 3, and to authorize a letter of appreciation from the Board President.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Barbara Griffin
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

CONSENT CALENDAR

4. 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 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. (Mike Sommers, Secretary) 5 minutes.

Secretary Mike Sommers 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 February 29, 2024. (Tod F. Carlini, District Fire Chief)
- b. For Possible Action.** Discussion to approve the receipt and filing of the list of accounts payable checks issued and cash

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disbursements/automatic withdrawals in February 2024 per NRS 474.210. (Tod F. Carlini, District Fire Chief)

- c. For Possible Action.** Discussion to approve payroll expense paid in February 2024 per NRS 474.210. (Tod F. Carlini, District Fire Chief)
- d. For Possible Action.** Discussion to approve the Procurement Card Transactions paid in February 2024 per NRS 474.210. (Tod F. Carlini, District Fire Chief)
- e. For Possible Action.** Discussion to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of January 2024 in the amount of \$55,639.28. (Lisa Owen, Director of Administrative Services)
- f. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of December 2023. (Tod F. Carlini, District Fire Chief)

Secretary Mike Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve Consent Calendar items 4 a, b, c, d, e & f.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Jacques Etchegoyhen
SECOND BY:	Barbara Griffin
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

5. For Presentation Only. Presentation of the e-bikes purchased in part by donations received from Bruce Cable CPA and matching funds from the District for backcountry access to various trails in the District for emergency responses. (Troy Valenzuela, Battalion Chief and Justin Tenney, Firefighter/Paramedic) 15 minutes.

Battalion Chief Troy Valenzuela stated in March 2023 the District received a donation from Bruce Cable CPA to go towards the purchase of an e-bike. He explained to Mr. Cable the District did not have access to all the trails within the District and an e-bike would benefit the District. The District also received a donation last year from the Carson Valley Trails Association for a cascade liter (rescue stretcher). District funds were used to purchase a second e-bike. Both e-bikes were received a couple of months ago. Battalion Chief Valenzuela

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and Firefighter/Paramedic Justin Tenney had one of the e-bikes with them to show to the Board.

Firefighter/Paramedic Tenney explained the District is still discussing what station is the best location to store the e-bikes. The District is looking to obtain a rack for transportation of the e-bikes and outfitting the e-bikes with the necessary equipment. He outlined details about the e-bikes purchased. He stated the e-bikes can be used on trails as well as at events (Candy Dance, Carson Valley Days, etc.).

He provided the Board with a handout showing the cascade liter that was purchased through a donation. He explained the purpose of a cascade liter.

The e-bikes were purchased at Big Daddy's Bike Shop in Gardnerville Nevada. He believed it was important to purchase them locally.

Battalion Chief Valenzuela stated the e-bikes will be fully equipped with advanced life support capability.

Director Barbara Griffin stated she is excited the District has the e-bikes on hand. She knows they will be used.

Battalion Chief Valenzuela stated outdoor activity has already started this year. There was a bike accident on a trail near Jacks Valley this morning. The crews were able to get to the patient mostly by vehicle. The e-bikes will be helpful on the single-track trails.

Secretary Sommers asked if the e-bikes will be used in the Topaz area.

Battalion Chief Valenzuela stated the UTV will be utilized more in the Topaz area.

Secretary Sommers asked when the e-bikes will be ready for service.

Battalion Chief Valenzuela stated the goal is within the next two months. There is training that is necessary before the e-bikes can be put into service.

Secretary Sommers asked if acknowledgement has been sent to Mr. Cable.

District Fire Chief Tod Carlini stated a letter was sent to Mr. Cable and the Carson Valley Trails Association when the donations were made.

Firefighter/Paramedic Tenney stated East Fork Fire is giving back by providing CPR/First aid class to the Carson Valley Trails Association on April 1, 2024.

Secretary Sommers stated it is nice to see community involvement on both sides.

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District Fire Chief Carlini stated between all the recent donations and work staff has committed, the District will be able to increase the capacity to serve the recreational areas. He thanked all involved.

Secretary Sommers requested a public announcement once everything is in service.

Secretary Sommers opened public comment.

There was no further public comment.

Public comment closed.

6. For Presentation Only. Presentation on the new Scott Self-Contained Breathing Apparatus (SCBA's) purchased through a Regional Assistance to Firefighters Grant (AFG) offered through FEMA. (Troy Valenzuela, Battalion Chief) 15 minutes.

Battalion Chief Troy Valenzuela stated five regional departments (East Fork Fire, Carson City Fire, Tahoe Douglas, North Lake Tahoe/Incline and Smith Valley) applied for a Regional Assistance to Firefighters Grant (AFG) offered through FEMA to purchase Scott Self-Contained Breathing Apparatus (SCBA's). The five entities were awarded the grant. East Fork Fire's SCBAs are in service and operational. The SCBAs are worn on the back and used when entering certain conditions (smoke, hazmat, etc.).

Key points included:

- Tank full of air
- Breathing piece on a mask
- Buddy breathing system on unit
- Lighting feature on unit
- Quicker bottle changes
- Supplies approximately 20-30 minutes work capacity of air
- Head up display on mask
- The air pack communicates with the Incident Commander via Bluetooth to a computer in the Battalion Chief rig that conveys air supply status
- Bluetooth radio mic for all line staff
- 74 units purchased on a 10% match from District funding (\$680,000 covered through the grant)
- 15-year life
- Full manufacturer warranty on repairs

Battalion Chief Valenzuela provided a demonstration of the SCBA's with the help of Firefighter/Paramedic Paul Tschirhart.

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Secretary Mike Sommers asked how much each unit weighs and is it a decrease or increase from the previous units.

Battalion Chief Valenzuela stated the units weigh approximately 25-30 pounds, which is about the same as the previous units.

Secretary Sommers asked if the units have camera capability.

Battalion Chief Valenzuela stated the units do have camera capability, but these units do not have cameras.

Director Barbara Griffin asked if the units are used at the Academy.

Battalion Chief Valenzuela stated that SCBAs are used at the Academy but not the new ones.

Secretary Sommers asked if the Volunteers assisted with servicing the tanks.

Battalion Chief Valenzuela replied the Volunteers were a huge help getting the SCBAs in service.

Secretary Sommers asked if there is an ability for the tanks to be monitored or measured on the usage of the tanks.

Battalion Chief Valenzuela stated yes, the tanks are on a service schedule.

Battalion Chief Valenzuela thanked the Board for their approval last year of the District match for the AFG grant.

Secretary Sommers opened public comment.

Volunteer Liaison Elaine Pace stated the Volunteers went through training on the new SCBAs to learn how to change out tanks on the scene and refill them.

There was no further public comment.

Public comment closed.

7. For Possible Action. Discussion and possible action to authorize the District Fire Chief to fill the vacant position of Fire Investigator/Captain for the balance of the current fiscal year with an internal promotion of Fire Inspector, Patrick Mooneyhan at a cost not to exceed \$4,000 and to include funding for the position in the FY 24/25 Budget. (Tod F. Carlini, District Fire Chief) 15 minutes.

District Fire Chief Tod Carlini stated in 1997, the District created the position of Fire Investigator/Captain. From 1997-2018 the position was filled by Terry

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Taylor. The position was not filled after the retirement of Terry Taylor due to budget and then COVID 19.

He explained Patrick Mooneyhan currently holds the position of Fire Inspector. He maintains and holds the certifications and meets the qualifications for Fire Investigator/Captain. The recommendation is to fill the position internally as a promotion.

He explained over the last year, Mr. Mooneyhan has stepped up and has been working out of his classification as an inspector. He has demonstrated he meets the qualifications and is willing to take on additional responsibilities. The District is down one inspector due to an on-the-job injury. Mr. Mooneyhan has been performing field inspections. He is certified to do plans examination and currently receives an incentive to do the plan reviews. Plan reviews are part of the Fire Investigator/Captain position so the incentive will no longer apply after the promotion goes into effect. The additional cost for the balance of this fiscal year would not exceed \$4,000. District Fire Chief Carlini stated Inspector Mooneyhan deserves the position of Fire Investigator/Captain.

Secretary Mike Sommers opened public comment.

There was no further public comment.

Public comment closed.

Professional Firefighters, Adam Wennhold stated the Association is in full support of the promotion for Fire Inspector, Patrick Mooneyhan to Fire Investigator/Captain. This is long overdue, and the Association wishes him success.

Secretary Sommers stated now that the fire code regulations are where they should be and in place, the Prevention Department can go enforce what was created.

Director Jacques Etcheogyhen stated it is a pleasure to promote growth within the organization.

MOTION to authorize the District Fire Chief to fill the vacant position of Fire Investigator/Captain for the balance of the current fiscal year with an internal promotion of Fire Inspector, Patrick Mooneyhan at a cost not to exceed \$4,000 and to include funding for the position in the FY 24/25 Budget.

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RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

8. For Possible Action. Discussion and possible action to authorize the formal solicitation of bids for the re-roofing of Volunteer Fire Station 2 located at 1255 Douglas Avenue, and partial roofing of Fire Station 7 located at 940 Mitch Drive, Gardnerville, Nevada. (Sky Dwinell, Fire Captain) 10 minutes.

Fire Captain Sky Dwinell stated this request is for a partial re-roof of Station 7 and full re-roof of Volunteer Station 2. Both roofs are over 22 years old. The initial insurance claim resulted in fixing some of the issues, but it was determined the damage to Station 2 and 7 could not be patched and both needed re-roofing. The insurance adjuster agreed and readjusted the claim. The cost to re-roof Station 7 will be \$64,883.49 and Station 2 will be \$142,509.70. The District will go out for bid and if the bids come back higher, it could result in District funds being needed to cover the difference.

Director Barbara Griffin stated she remembers when Station 7 was built, and it is hard to believe it is over 22 years old.

Secretary Mike Sommers asked how the District will post the bid.

Fire Captain Dwinell stated the District will follow the bid process and regulations. He will work with Executive Program Manager Tom Hein and District Fire Chief Tod Carlini.

Secretary Sommers asked if the insurance adjuster determined the total claim value.

Fire Captain Dwinell stated yes.

Secretary Sommers asked if the claim was submitted as one or two claims.

Fire Captain Dwinell stated there were two claims, but the formal solicitation of bids will be under one project.

Secretary Sommers asked about the deductible.

District Fire Chief Carlini stated the deductible has already been met.

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Fire Captain Dwinell stated if the bids are over what the insurance has approved, the District will be responsible for the difference.

District Fire Chief Carlini explained all damage from the winter storm was put into one claim, so the District only had to pay one deductible.

Secretary Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to authorize the formal solicitation of bids for the re-roofing of Volunteer Fire Station 2 located at 1255 Douglas Avenue, and partial roofing of Fire Station 7 located at 940 Mitch Drive, Gardnerville, Nevada.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barbara Griffin
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

Secretary Sommers asked Legal Counsel Mark Forsberg if the amount to re-roofing Volunteer Fire Station 2 and partial roofing of Fire Station 7 exceeds the amount insurance has agreed to pay, does it need to come back before the Board for approval for the District to pay the difference.

Legal Counsel Forsberg stated it does not need to come before the Board for approval.

9. For Presentation Only. Initial presentation of the FY 24/25 Tentative Budget for the East Fork Fire Protection District in the amount of \$28,486,894. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 60 minutes.

District Fire Chief Tod Carlini stated he is pleased to present the tentative budget for FY 24/25. This will be Director of Finance Julie Andress's first tentative budget presentation for East Fork Fire Protection District.

Below is the outline of the PowerPoint presentation regarding the FY 2024-2025 Tentative Budget for the East Fork Fire Protection District in the amount of \$28,486,894 presented by District Fire Chief Tod Carlini and Director of Finance Julie Andress:

Acknowledgements:

- East Fork Fire Protection District Executive Staff

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- East Fork Fire Protection District Battalion Chiefs and Operations Staff
- East Fork Fire Protection District Volunteer Association

District Board of Directors:

- John Bellona, President
- Mike Sommers, Secretary
- Barbara Griffin, Director
- Bernard Curtis, Director
- Jacques Etchegoyhen, Director

East Fork Fire Protection District Executive Staff:

- Tod F. Carlini, District Fire Chief
- Scott Gorgon, Deputy Fire Chief of Operations
- Larry Goss, Deputy Fire Chief of Training and Safety
- Amy Ray, Deputy Fire Chief/Fire Marshal
- Tom Hein, Executive Program Manager
- Lisa Owen, Director of Administrative Services
- Julie Andress, Director of Finance/CFO

East Fork Fire Battalion Chiefs:

- Troy Valenzuela
- Matt Kruse
- John Brawley

East Fork Professional Firefighters Association, IAFF Local 3726:

- Kevin May, President
- Justin Grimm, Vice President
- Sky Dwinell, Secretary Treasurer
- Matt Kruse, Executive Board Member
- Tracy Connelly, Executive Board Member
- Justin Tenney, Executive Board Member
- Patrick Mooneyhan, Executive Board Member
- Roy Minor, Employee Relations Liaison

East Fork Volunteer Firefighters Association:

- Chris Lang-President
- Paul Pettersen-Vice President
- Laura Thompson-Secretary/Treasurer
- Elaine Pace-Volunteer Liaison

District Demographics:

- 675 square miles protected or 96% of Douglas County, including lands within the Tahoe Basin
- 49,343 estimated resident population
- 15,000 seasonal/migratory population swings

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- 6,847 calls for service last year (2023)
 - “A decrease of 5.18% over prior year calls”
- 2024 calls for service are currently trending downward by 9.8%

Secretary Mike Sommers asked if the call volume decrease is just EMS calls or all calls.

District Fire Chief Carlini stated it is primarily EMS calls. A comparison was made between this year and the same time last year and there is a 300-call decrease.

Director Barbara Griffin asked if it is known why there is a decrease in calls.

District Fire Chief Carlini stated no. There have been meetings with medical facilities, and they aren't seeing any increase with self-transport. The medical facilities are seeing trends of decreases as well.

Secretary Sommers asked if the charges for EMS will be changing.

District Fire Chief Carlini stated the fees will be changing. The changes being made will be discussed later in the presentation.

East Fork Fire Protection District Usual Disclaimer:

- Remember, this is a **TENTATIVE BUDGET** that will serve as a foundation for the final budget. Over the next couple months, the Administration will update the budget based on Board and staff discussions, contractual adjustments and final projected numbers being released from the State and County.

Budget Package:

- Budget Summary, Expenditures by Fund and Departments
- Budget Revenue
- Department (Divisional) Budgets
 - Administration
 - Prevention
 - Training
 - Suppression
- Fire Emergency Fund

Making Comparisons:

- Comparisons are made between the 2023/24 adopted budget and the 2024/25 Tentative budget and throughout the process.
- Usually amended budgets include augments for one time funding for expenditures and expenses making it difficult for a fair comparison.
 - The comparison between FY23/24 Amended Budget and FY24/25 Tentative budget is shown in the Board Packet.

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Variable Impacts:

- Contract Negotiations – 4 Articles in progress (5-year agreement)
- Failure to receive GEMT in a timely manner
- Changes in Taxes and Fees
- Plan review fees
- Increase/decrease in ambulance collectibles
- Loss of service contract(s) (NV Energy and Emergency Management)
- Increases in interest on investments
- Failure to receive fire response payments in a timely manner
- Failure to receive NV Energy payments in a timely manner
- Board direction

Secretary Sommers asked if the payments due to the District are recognized as revenue before the District collects the money.

District Fire Chief Carlini stated yes, the payments are recognized as revenue before collection.

Secretary Sommers asked if the payments owed to the District are not collected will it result in a more significant loss.

District Fire Chief Carlini stated the billables are in the current fiscal year.

Secretary Sommers asked if the District does not collect the previous year billables and moves onto the next year, what's the leverage to collect the current year.

District Fire Chief Carlini stated the billables owed are paid by the State and the District is confident they will be paid. If billables are not paid by the end of April, then it would be a concern going into a new fiscal year. There is still a 60-day period to collect. Everything has been billed, approved and in-line to be paid. The NV Energy billables are another question. The District is 3-months out (November, December, and January) towards approaching the 60-day period. He is hoping Legal Counsel will not need to get involved.

Secretary Sommers asked if the District had heard anything from NV Energy.

District Fire Chief Carlini stated the District has not heard from NV Energy.

President John Bellona asked if the District has a process in place to send NV Energy to collections.

District Fire Chief Carlini stated he feels it would be more involved because a contract is in place between East Fork Fire and NV Energy. He feels it would be more of a legal recourse against the contract. Going to collections would

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result in a percentage of the funds owed loss due to the collection fees. The amount owed to the District is well over \$300,000.

Secretary Sommers stated if the District goes through a collection agency, NV Energy may be responsible for the collection costs.

Legal Counsel Forsberg stated he does not recall if there is a clause in the contract regarding collections.

Secretary Sommers stated he is concerned with the time limit before notification.

Legal Counsel Forsberg stated the contract will require payment within a certain timeframe.

Director Jacques Etchegoyhen asked if other districts are waiting to be paid.

District Fire Chief Carlini stated he understands there are other districts waiting for payment.

Secretary Sommers asked if the payments owed are from agencies who no longer have a contract with NV Energy.

District Fire Chief Carlini replied he believes it is not just agencies who no longer have a contract with NV Energy.

Primary Budget Objectives:

- Provide a balanced budget tentative in scope
- Prepare a budget which attempts to meet public expectations and District standards
- Find a balance between sustainability and moving forward
- Consider conservative revenue estimates
- Make data driven decisions
- Maximize all revenue potentials (Taxes and Fees, GEMT, and Grants)
- Meter the use of reserve funds to enhance service levels and offset revenue expectations (Big Challenge)
- Bring Bond funds forward for potential use
- Keeping an “eye” on Ending Fund Balance or “reserves” with sustainability in mind and economic impacts

Additional Budget Objectives:

- Fund wages/benefits, reflecting regional marketability, internal equity, future negotiated contracts, and attempt to continue to be an employer of choice
- Continue to enter into long term “fixed costs” service agreements where appropriate

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- Inform the public how services are truly delivered through the budget process
- Continue to fund capital equipment needs as appropriate and for the safety of District staff
- Recognize possibility awarding of AFG Grant in the Fall of 2024
- Provide necessary funding to service debt
- Maintain a positive Ending Fund Balance for sustainability

Two Primary Funds For FY24/25:

- General Operations Fund-\$28,151,420
- Emergency Fund-\$335,474
- Total- \$28,486,894
- Per NRS 474, the District is allowed two funds. One fund is for operations, and one is considered a restricted Emergency Fund.

General Fund Revenue: Tentative Budget 2024/25

Three Primary Revenue Sources:

First:

- Ad Valorem
- State Consolidated Tax
- Ambulance User Fees

Second:

- Fire and Life Safety Plan Review Fees
- GEMT
- Grants
- Fuels Management Grants
- Fire Reimbursements
 - Based on fire activity, not budgeted
- Alpine County Contract

Third:

- Interest on Investments
- Rents and Leases
- Donations
- Sale of Excess Property

Secretary Sommers stated he noticed on the handout that the primary revenue sources above are color coded. Is there a reason for that?

District Fire Chief Carlini stated the colors are shown because of the consistency seen.

Revenue – Taxes: (A chart was provided)

- For 2022/23, budgeted an 8.64% increase
- For 2023/24, budgeted an 8.59% increase

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- For 2024/25, budgeting a 7.50% increase
- Final projected numbers will be released on March 25th
 - Projecting a 7.50% increase on existing assessed value:
 - Residential Cap - 3%
 - General Abatement Cap - 8%

Secretary Sommers asked if the assessed valuation for the District is known.

District Fire Chief stated yes, it is in the Department of Taxation publication. The District does not know what the actual revenue generated because the County needs to do the calculation.

Secretary Sommers asked District Fire Chief Carlini to inform the Board what the assessed value is when he receives that information.

Revenue -Intergovernmental: (A chart was provided)

- State Consolidated Taxes. Douglas County is no longer considered a guaranteed county
 - Estimate Projection from the state is a 3.5% decrease
- Current Emergency Management Contract expired 6/30/23 – Net revenue loss of \$250,000
- Alpine Contract contractually will increase 6% per year under a five (5) year agreement
- GEMT projecting (\$250,000) decrease based on past performance

Inter-County CTAX Comparison: (A chart was provided)

- All special districts in Douglas County had a shortfall

District Fire Chief Carlini stated he is not sure why all special districts have a shortfall, but it might be because Douglas County is no longer a guaranteed county. He contacted Kathy Lewis to inquire if she knew why. She contacted the Department of Taxation, and the explanation given to her was complicated.

GEMT:

- In Nevada, Medicaid is paid 65% by federal and 35% by state funds
- East Fork's actual costs to Medicaid patients for transport can be used as the state share of Medicaid costs
- This is the same for any local government ambulance provider where local tax dollars are subsidizing the state/federal Medicaid program
- A state plan amendment was approved to allow local tax dollars to be counted as the state's share, opening the door for federal reimbursement of that share
- East Fork Fire has entered into an agreement with the State
- East Fork Fire conducted a cost analysis to determine transport costs as part of the qualifying requirements
- The District is budgeting \$850,000 for FY24/25 – This may be optimistic

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Secretary Sommers asked if the fees Medicaid pays to the District are set fees.

Director of Administrative Services Lisa Owen stated yes, but it is a complicated process. The fees paid are based on the category which is based on the date the individual enrolled. She provided an example.

Secretary Sommers asked how the District knows a patient's enrollment date to determine how to bill them.

Director of Administrative Services Owen stated it is not known. Medicaid ambulance bills on the front end pay for mileage and ALS loading fee, but don't pay on additional services provided. Medicaid pays roughly .20 cents on the \$1.00.

Revenue –Charges for Service: (A chart was provided)

- Fire Plan Check, Permit – projected at 3.5% increase
- Water Initiative Fee – projecting a significant increase due to residential growth in the urban interface
- Ambulance Fees (net write-offs) \$3,907,011 – Ambulance billing shows a dramatic decrease. Budget based on actual revenue for FY22/23 and current trends FY23/24
- Fuels Management grants funds of \$500,000 are anticipated

EMS Patient Demographics: (A chart was provided)

- Medicare 52.90%
- Private Insurance 13.12%
- Self-Pay 18.48%
- Medicaid 12.29%
- VA 3.21%
- Approximately 68.4% of billable services are federally supported.
- Estimating \$3,907,011 in actual EMS revenue.
- FY 24/25 reflects only a 1% increase of \$96,561, which is in relation to the projected impact of scheduled fee increases effective July 1, 2024

Director of Administrative Services Owen stated she noticed last year the private insurance percentage decreased and the private pay self-pay increased, which indicates people are going without insurance.

Secretary Sommers stated it is unknown what percentages of patients are non-resident.

Director of Administrative Services Owen stated patients that are non-resident, data can be obtained.

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Secretary Sommers asked what percentage the rate increase will be.

Director of Administrative Services Owen replied she doesn't know what that percentage is at this time.

Secretary Sommers stated it is a balancing act between the rate increase and the number of calls.

District Fire Chief Carlini stated he's continually watching the calls. If numbers are higher the District will do an augmentation.

Sierra Saver Program:

- Under the new Board adopted subscription fees, two (2) subscription plans are now provided:
 - Subscription with proof of Health Insurance-\$65.00
 - Subscription without Health Insurance-\$130.00
- Public awareness of the program still presents a challenge
- Generates approximately \$50,000 per year
- Mutually accepted program within the region
- Provided to all personnel as a taxable benefit, either by contract, policy, or incentive program for volunteers

Secretary Sommers asked why getting the word out about Sierra Saver is a challenge.

District Fire Chief Carlini stated the amount of people that participate in the Sierra Saver continues to remain consistent.

Director of Administrative Services Owen stated it is a wonderful program for the community and was never intended to be a moneymaker.

Secretary Sommers asked if the District notices frequent Sierra Saver users.

Director of Administrative Services Owen stated yes and that is why there is a maximum of three transports per person per year and the transport must be a medically necessary transport.

District Fire Chief Carlini stated there have been many times when the District has informed Sierra Saver members, they don't need the service because they have appropriate insurance coverage, but they still want to join because they feel it's a service they value.

Revenue –Miscellaneous and Other Financing Sources: (A chart was provided)

- Interest on investment – increase in interest rates, and larger cash balance due to bond funds, the District is projecting an increase in interest revenue from LGIP.

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- Rents/Leases – Increase due to agreements with Verizon for cellular towers on District property.

Secretary Sommers asked if the interest is estimated without the interest earnings from the bond issue and capital.

Director of Finance Andress stated yes.

District Fire Chief Carlini clarified it is being brought forward but it will still be available for investment. If the District has an opportunity to purchase something similar, if it becomes available, the funds will need to be in a usable setting.

He stated Director of Finance Andress continues to watch the cash balances closely so money can be kept in investments longer and has moved to a biweekly payment for payables. The desire is for LGIP to continue to maintain the interest rate.

District Fire Chief Carlini stated the cell tower payments have been included because it was approved by the Board. However, because of the uncertainty of some of the locations, other options were built into the budget.

Secretary Sommers asked why the cell tower's income was not kept out of the budget and an augmentation was completed when the cell towers are permitted.

District Fire Chief Carlini stated it can be done either way. There are funds built into the budget that can be pulled back if that's the preference. It would adjust the budget by \$70,000- \$80,000.

Secretary Sommers stated he feels more comfortable not having it built into the budget until it's permitted. He asked the Board their preference.

Director Bernard Curtis stated he agrees with Secretary Sommers.

Director Etchegoyhen agrees it shouldn't be included until the cell towers are permitted.

President Bellona stated it should be kept out of the budget until the payments are received.

General Fund Expenditures-Tentative Budget 2024/25

Summary - General Fund Operating Expenditures: (A chart was provided)

- Personnel and Capital Projects/Outlay will be discussed later in the presentation

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- Services and Supplies:
 - Overall increase of \$302,381 or 13.1%
 - Accounts for increases in physical exams, computers, maintenance, and repairs of vehicles

District Fire Chief Carlini noted the District is down four fuel crew positions and decided not to fill those positions. That is why there are salary decreases.

Secretary Sommers stated he would like a headcount added next to personnel.

Expenditures by Department: (A chart was provided)

Expenditures changes:

- Administration went up 6.9% due to increases related to salary and benefits.
 - Includes projected retirement payouts
 - One additional over-hire for pending retirements
- Prevention budget increase was in software for plan review
- Training budget increase is to allow for (3) Firefighters to attend Paramedic School
- Suppression increases of 59.8% due to bringing bond funds in for capital expenditures

Secretary Sommers asked if the administrative cost incorporates the plan for transitioning positions out.

District Fire Chief Carlini stated yes and there is overlap which was requested by the Board. Three months overlap for the Deputy Chief of Operations and two months overlap for the District Fire Chief, included in the salaries and wages.

Secretary Sommers asked if more time is needed for one over the other, can they be interchangeable.

District Fire Chief Carlini stated yes. He stated one of the benefits of hiring a Deputy Chief of Operations before District Fire Chief is it may not need three months of overlap.

Secretary Sommers asked if the request from the volunteers was included in services and supplies.

District Fire Chief Carlini stated yes.

Secretary Sommers stated that will allow to support the Volunteers.

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Personnel (General Fund) - Tentative Budget 2024/25

Career Line Staff Distribution FY24/25:

Daily Staffing – 24/7: (A chart was provided)

- District-wide one Duty Chief is assigned 24 Hours/7 Days a week
- Fuels Staff

Personnel Costs FY24/25:

- Largest District expense
- Pending open articles for negotiation
- Distribution between wages and benefits for FY24/25:
 - Salaries and Wages - \$11,448,931 (60.62%)
 - Benefits - \$7,435,668 (39.37%)
 - Represents about 87.81% of Operating Budget

Current Assumptions:

- Wage adjustments are included for represented personnel based on existing contracts which include step movement
- Wage adjustments are included for non-represented personnel wages which mirror contracted employee compensation increases
- Health Insurance increases are projected to be 6%
- Worker's Compensation increase estimated at 4% (if the District stayed with Pool Pact, the increase would have been somewhere between 13%-20%)
- Filling Fire Investigator/Captain position for FY24/25 is included

Personnel Costs: (A chart was provided)

- Personnel costs are a function of not only increases in compensation and benefit costs but also the addition of personnel over the years.

Overtime Costs:

- Overtime is a large expense
- FY24/25 - budgeted \$1,572,300 which is the equivalent of 18 shifts per line staff employee
- Overtime Costs are driven by several factors:
 - Geographic challenges as they relate to staffing needs
 - Academy costs
 - Contract requirements (Pending negotiations)
 - Long-term workers compensation injuries
 - Long-term personal medical issues
 - Major incident staffing and call back
 - Suitcase position is reducing some overtime costs
 - This item will see adjustments throughout the year

Secretary Sommers asked what classification results in the most overtime.

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District Fire Chief Carlini stated work-related and non-work-related injuries cause a lot of overtime.

Secretary Sommers asked if there is one classification over another that has high overtime.

District Fire Chief Carlini stated Captains topped out receive the largest cost in overtime. It doesn't mean Captains are the highest users. He stated to get more of an accurate answer he would need to run some numbers.

Other expenditures and debt - Tentative Budget 2024/25

Contract Fees Owed To Douglas County:

- 911 User Fees Estimate - \$83,661
- Radio User Fees Estimate - \$75,000
 - Budgeting a decrease and anticipating the District will be responsible for preventative maintenance of radios
 - \$ 4,500 is budgeted for outsourcing P and M on radios/pagers
- 911 Fees and Radio User Fees are calculated annually
- Meeting with 911 Director to discuss costs and service contracts

District Debt:

- Annual Debt Service Total - \$425,692
- Medium Term Bond/Loan Interest Rate is 1.86% on reissued bonds
- Medium Term Bond/Loan Interest Rate is 4.2% on 2nd issued bond
- Combined annual debt service is \$425,692

Debt Considerations:

- Debt service payments are considered part of Capital Expenditures
- This proposed budget includes bond funding of \$2,944,284
 - \$1,437,590 has been committed contractually for apparatus purchases/modifications
 - Type 1 Engine, Type 3 Conversion, Training Prop Vent
 - \$1,088,800 has been budgeted for purchases including
 - Facility upgrades, Soft Tones Alerting System, Training Captain vehicle, Ambulance remount, Training Center Phase 3
 - \$417,894 has been appropriated, available if needed, earmarked for future use in future years

District Fire Chief Carlini stated because of the revenue lost from ambulance billables, the District has needed to fund some of the items that are normally funded with general fund revenues into the bond funds to make these acquisitions. He understands there are other large needs (Type 1 engine) but for now to afford some of the items, this was a solution.

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He will be meeting with the habitability committee this week.

Capital Expenditures - Tentative Budget 2024/25

Capital Outlay Funding:

- \$3,315,387 has tentatively been set aside to fund capital improvements (Includes Bond Revenue)
- The formal 2024-2029 CIP will be presented in April
- Some proposed uses included and commitments:
 - Soft Tones Alert System (Bringing budget forward from FY23/24)
 - Training Center (Bringing budget forward from FY23/24)
 - Type 1 Ambulance Remount
 - Wildland Engine Retrofit (under contract)
 - Training Captain Vehicle
 - Type 1 Engine (under contract)
 - Facility Maintenance and Improvements
 - Other Miscellaneous Improvements

Training Ground Improvements Phase 3:

- The District is continuing the development of the training site.
- \$142,770 is budgeted in FY24/25 for Board approved vent prop and additional site improvements.

Emergency Fund - Tentative Budget 2024/25

Emergency Fund: (A chart was provided)

- Restricted Use Fund
 - NRS Mandate
 - \$1,000,000 Maximum Balance
- \$335,474 available for Emergency Operations

Wildfire Protection Plan:

- Participation in the plan essentially serves as the District insurance policy for wildland fire suppression costs. The District has been a participant for the past six years.
- District Fire Chief Carlini served on the original committee tasked with establishing the plan, he has a sincere vested interest in this plan and program.
- Over time and with the intervention of the Legislative Council Bureau and an audit of the plan and the Nevada Division of Forestry, the initial cost allocation plan has now transformed itself into an actual formula.
- The new formula's main consideration is vested with based on fire cost history. The District has one of the higher fire cost histories of those participating.
- The tentative cost to participate is \$95,000.

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President Bellona asked how the Nevada Division of Forestry comes up with the formula.

District Fire Chief Carlini stated it is based on a 10-year fire history.

Roll of Volunteers - Tentative Budget 2024/25

Volunteer Capacity:

- Volunteers now provide more critical logistical support at major incidents, rather than initial fire attack
- This budget includes funding for Volunteer Incentive Program
- Volunteer Incentive Program has been revised to comply with DOL requirements
- Volunteer response to medical emergencies is restricted to only the very critical emergencies, i.e. cardiac arrest
- Demographics, housing costs, lack of jobs, lack of an opportunity to participate, competing interests and family responsibilities, and training requirements are all responsible for a “re-tooling”
- Today the District supports approximately 64 volunteers

Volunteer Incentive Program:

- \$25,000 has been allocated towards volunteer incentives
- Incentives comply with DOL requirements and regulations
 - Volunteers to receive Annual Certification Incentive and Response and Readiness stipend not to exceed \$600 for Logistical Volunteer
 - An extended large incident Volunteer Incentive is being considered
 - Volunteers receive Sierra Saver Ambulance Subscription
 - Volunteers receive time in service gift cards
 - Volunteers receive time in service recognition awards
 - Volunteers receive shirts and hats
 - Volunteers listed as “Support” do not receive monetary incentives

Contingency and Ending Fund Balance - Tentative Budget 2024/25

Ending Fund Balance:

- For the purpose of this budget, the administration has allocated the balance of funding for the time being to the ending fund balance.
- The final budget will project a different value as it progresses to that end with labor negotiations, some additional budget needs, and reinforcements, and simply some of the “unknowns” that always seem to pop up during this process.
- Hopefully, the District can find that “happy place” with respect to the ending fund balance.
 - A spot that considers sustainability, promotes fair and reasonable compensation, supports operations, and meets capital needs.

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Contingency and Ending Fund Balances:

- Total Contingency Funding (1.50%) \$322,604
- Ending Fund Balance
 - FY23/24 Budgeted \$2,685,204 (12.05%)
 - FY24/25 Tentative \$2,580,829 (12.00%)

District Fire Chief Carlini stated the Administration may come back at final budget with an 11%-11.05% ending fund balance instead of 12%. There are some expenses this year that will not occur next year. It's important to look beyond the current year.

Secretary Sommers stated he feels 12% is a nice number but it is only 1 ½ months of operational costs. He would like to have at least 2 months of operational costs in the ending fund balance.

Ending Fund Balance: (A chart was provided)

Total Tentative Budget FY24/25:

- \$28,486,894
- Subject to change

Next Steps:

- March 25th – Final Property Tax Projections to be released
- April 15th – Tentative Budget Submitted to State
- April 16th – Presentation and approval of CIP, review of any budget changes
- May 21st – Presentation and approval of Final Budget
- June 3rd – Final Budget submitted to State
- July 1st – New Fiscal Year Begins

Secretary Sommers asked the other Board members if they recall what the tentative budget was in previous years.

District Fire Chief Carlini stated he remembers in the past when the District was with the County, the tentative budget total was \$4,000,000 to \$5,000,000.

Director Barbara Griffin stated she recalls the first tentative budget for the District after separating from the County being \$17,000,000.

Secretary Sommers opened public comment.

Professional Firefighters Association Secretary, Sky Dwinell stated he hopes the Board continues with over hire positions when needed. He feels it does help with overtime costs. He thinks Captains and Engineers are the classifications with the most overtime. He encouraged the Board to purchase a second engine

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sooner than later because costs will continue to go up if a contract isn't locked in and the timeframe to receive one is roughly 4 years after the purchase is made.

There was no further closing public comment.

Public comment closed.

Secretary Sommers thanked District Fire Chief Carlini and Director of Finance Andress for the presentation.

10. 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. (Mike Sommers, Secretary) 5 minutes.

Professional Firefighters Association Secretary Sky Dwinell noted:

- Working with administration to update Employee Development Performance Plan and various policies and procedures
- Public events the Association will be involved in include the Annual Firefighter BBQ, Fishing Derby, Little League sponsor, Rodeo, Candy Dance, Thanksgiving, Share your Christmas
- PFN convention
- IFF convention. Battalion Chief Fraser (ret.) will be put on the memorial wall in September
- Negotiations

11. 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. (Mike Sommers, Secretary) 5 minutes.

Volunteer Liaison Elaine Pace noted:

- District Fire Chief Carlini made a presentation at the Annual Volunteer dinner on Saturday, March 16th.
- Busy training with staff
- Hope to participate with the burn that is scheduled to take place this weekend
- Getting ready to recert in wildland
- Station 6-Pancake Breakfast in June
- Station 8-Benefit in August
- Station 9-Benefit in September

Secretary Sommers asked if the volunteer events are on the website.

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Volunteer Liaison Pace stated she will be adding them to the website soon. The dates were recently determined.

Director Griffin stated she really enjoyed the Annual Volunteer dinner and District Fire Chief Carlini's presentation last Saturday evening.

Secretary Sommers asked Professional Firefighters President Kevin May if he had any reports or updates.

Professional Firefighters President May noted:

- Week 4 of the Academy. East Fork Fire members attending the Academy are doing well
- Thanked the District for their support with the Academy
- Working with Director of Finance Andress and Payroll Specialist Jamie Zess on the finance portion of the Academy
- Thanked Deputy Chief Larry Goss and District Fire Chief Tod Carlini for their continued support with the Academy
- Invited Director Griffin to visit the Academy
- After the training facility at Station 14 is available, the Academy will be utilizing the facility

Secretary Sommers thanked President May for his hard work leading the Academy.

President May stated it is a pleasure and one of the best things he has done through his career. He believes this will be his last Academy. He feels it is time to let someone else take it on.

12. 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. (Mike Sommers, Secretary) 10 minutes.

Board Clerk Holly Megee

- No report

Legal Counsel Mark Forsberg noted:

- No report

Executive Manager Tom Hein noted:

- Still working with CRBR on the station/facility leaks
- Type 1 engines continue to be on the top of the list
- Working on funding sources for the fuels crew still with East Fork Fire

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CFO/Director of Finance Julie Andress noted:

- Working on the budget
- Will start to look at the Capital Improvement Plan
- Working on receivables

Director of Administrative Services Lisa Owen noted:

- Working on recruitment for the Deputy Fire Chief of Operations
- Met with Jack Clancey and Associations. A meeting is scheduled next week

Deputy Chief Amy Ray noted:

- Thanked the Board for the approval of promoting Patrick Mooneyhan into the Fire Investigator/Captain position
- Second reading of the building department ordinance will be heard tomorrow at the Board of County Commissioners meeting
- She is the Chair for the Fire Code Committee and working on the adoption of the 2024 code in July 2025. The group consists of Douglas County, Washoe County, Lyon County and Carson City
- Attended EduCode with Patrick Mooneyhan
- Continues to receive projects

Secretary Sommers how a 3-story building can only be 55 feet.

Deputy Chief Ray stated that is how they designed it.

Director Curtis asked where the building will be located.

Deputy Chief Ray replied north Indian Hills area.

Secretary Sommers asked if the Board members attending the BOCC meeting on Thursday will be speaking at the meeting.

District Fire Chief Carlini stated he plans on speaking at the meeting.

Secretary Sommers asked what time the item is expected to be heard.

District Fire Chief Carlini will try to get a timeframe as to when the item will be heard.

Deputy Chief Larry Goss noted:

- Thanked Kevin May for all his hard work at the Academy
- 4 new accredited Fire Officer 1 individuals with a 5th individual after he takes his test today. They will be eligible to test for Captain
- Thanked Sky Dwinell for all his efforts with the VALOR program
- IT continues to go well

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- Strategy and tactics class and employee program development class available to line staff
- Using a structure on Pinenut Road for training. Possibility to conduct a live burn but the District still needs approval from the Environmental Protection Agency (EPA). If the burn takes place, it will be on Sunday

Secretary Sommers asked how big the residence is.

Deputy Chief Goss stated it is about 3,000 square feet.

Director Curtis asked Deputy Chief Goss to keep him informed as he gets information.

Secretary Sommers stated hopefully the burn will take place to give staff training.

Deputy Chief Goss stated line staff has been getting a lot of good training from the structure.

Volunteer Liaison Pace stated she has 17 volunteers available if needed.

Director Griffin asked if the structure was donated to the District.

Deputy Chief Goss stated the owner of the structure offered it to the District and Sheriffs' office for training.

District Fire Chief Tod Carlini noted:

- Gave an update on the training center. The company has been great to work with and is entering the final phases of construction
- Sky Dwinell presented today as part of career development
- Has been a great experience working with Director of Finance Address
- Happy to see Deputy Chief Ray back at the office
- Thanked Patrick Mooneyhan for his hard work
- Challenging events over the last few weeks. The crews are working well together
- Volunteer support has been exceptional
- Don't disagree with the Associations concern over the Type 1 engines
- Anticipating an aggressive fire season
- Working on grants to keep the Fuels crew busy

Director Bernard Curtis noted:

- Found Lumos and Associations digging trenches along Pinenut Creek. Talking about retention ponds and has been doing soil examination tests. It does affect the District because of there is a flood event, the District will be involved one way or another.

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President John Bellona noted:

- Firefighter Appreciation dinner will take place on April 13, 2024

Director Jacques Etchegoyhen noted:

- No report

Director Barbara Griffin noted:

- Congratulations to John Bellona and Mike Sommers. Both ran for the Board and had no opponents
- Congratulations to Nate Leising. He will be moving into Jacques Etchegoyhen seat. Jacques will be missed
- Reminded all Board members to file their disclosures
- Welcomed back Deputy Chief Ray

Secretary Mike Sommers noted:

- No report

CLOSING PUBLIC COMMENT (No Action)

Secretary Mike Sommers opened public comment.

Fire Investigator/Captain Patrick Mooneyhan thanked the Board and executive staff for their support. He stated this is the best department he has ever worked for, and he is happy to continue to serve in a new capacity.

There was no further closing public comment.

Public comment closed.

ADJOURNMENT

13. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (Mike Sommers, Secretary) 5 minutes.


MOTION to adjourn; carried.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barbara Griffin
SECOND BY:	Jacques Etchegoyhen
AYES:	Bellona, Griffin, Curtis, Etchegoyhen, Sommers
NAYS:	
ABSENT:	

There being no further business to come before the Board, at 3:52 PM the meeting was adjourned.

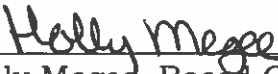
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Respectfully submitted:



Mike Sommers, Secretary
East Fork Fire Protection District

ATTEST:



Holly Megee, Board Clerk
East Fork Fire Protection District

APPROVED