

APPROVED

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, March 28, 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
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:

Kevin May, President for East Fork Fire Professional Firefighters
Troy Valenzuela, Battalion Chief, East Fork Fire
Elaine Pace, Volunteer Liaison
Paula Montanucci, representing Bruce Cable
Clint Loudenburg, Engineer, East Fork Fire
Patrick Mooneyhan, Fire Inspector, East Fork Fire

CALL TO ORDER

Board President Jacques Etchegoyhen

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Jacques Etchegoyhen, President led the Pledge of Allegiance

PUBLIC COMMENT (No Action)

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

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

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please make your comments when the item is considered and is opened for public comment.

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

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

ADMINISTRATIVE AGENDA

The Administrative Calendar handled as follows:

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

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

APPROVAL OF AGENDA

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

MOTION to approve the meeting agenda for March 28, 2023.

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RESULT: APPROVED [UNANIMOUS]
MOTION BY: Mike Sommers
SECOND BY: Bernard Curtis
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 21, 2023 workshop meeting of the East Fork Fire Protection District Board of Directors. (Jacques Etchegoyhen, President) 5 minutes.

MOTION to approve the minutes of the February 21, 2023 workshop meeting as presented.

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

3. For Possible Action. Discussion and possible action to approve the draft meeting minutes of the February 21, 2023 meeting of the East Fork Fire Protection District Board of Directors. (Jacques Etchegoyhen, President) 5 minutes.

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the minutes of the February 21, 2023 meeting as presented.

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

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AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

4. For Presentation Only. A badge pinning presentation by District Fire Chief Tod Carlini, recognizing Clint Loudenburg's promotion from Firefighter/Paramedic to Engineer with the East Fork Fire Protection District. (Scott Gorgon, Deputy Fire Chief of Operations) 5 minutes.

District Fire Chief Tod Carlini stated this is one of the greatest honors for the District and the individuals promoting into higher positions. Clint Loudenburg is being recognized for his promotion to engineer.

District Fire Chief Carlini did the honors of pinning Engineer Loudenburg.

Director Barbara Griffin asked Engineer Loudenburg how many years he has with the District.

Engineer Loudenburg stated he has been with the District for 8 years.

Director Mike Sommers asked Engineer Loudenburg if he will be keeping his paramedic status.

Engineer Loudenburg stated yes.

President Jacques Etchegoyhen opened public comment.

Battalion Chief Troy Valenzuela stated Engineer Loudenburg has worked hard. He is proud of him and knows he will do well.

There was no further public comment.

Public comment closed.

Director Sommers asked if there were any other openings that need to be filled.

Battalion Chief Valenzuela stated the promotion has left a firefighter vacancy.

Firefighter Kevin May stated it is a good day for one of the recruits currently in the academy.

5. For Possible Action. Discussion and possible action to accept the donation of \$6,000 from Bruce Cable, to dedicate the funds to purchase an e-bike, and to authorize a letter of appreciation from the Board President. (Troy Valenzuela, Battalion Chief) 5 minutes.

Battalion Chief Troy Valenzuela explained Bruce Cable is his personal CPA and has always had an interest in the District. Battalion Chief Valenzuela had a

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conversation with Mr. Cable in regards to a project he is working on for access in emergencies on the trail systems. Mr. Cable offered to purchase an e-bike for the District. Battalion Chief Valenzuela discussed the offer with District Fire Chief Carlini and graciously accepted the donation.

Battalion Chief Valenzuela thanked Mr. Cable for his dedication and his donation. Paula Montanucci attended the meeting on behalf of Mr. Cable.

Paula Montanucci thanked the District for their quick response in all they do.

Battalion Chief Valenzuela stated he will bring the full project forward at the next Board meeting.

Director Mike Sommers asked if the District has purchased the e-bike.

Battalion Chief Valenzuela stated the bike has not been purchased but will probably be purchased in the next 4-6 weeks. He stated the Board will need to acknowledge the remaining amount because it comes out of the budget, which will be discussed at the next Board meeting.

President Jacques Etchegoyhen read the letter of appreciation.

President Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to accept the donation of \$6,000 from Bruce Cable, to dedicate the funds to purchase an e-bike, and to authorize a letter of appreciation from the Board President.

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

CONSENT CALENDAR

6. CONSENT CALENDAR

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

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

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

- a. For Possible Action.** Discussion to accept the report on general ledger cash balances as of February 28, 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 February 2023 per NRS 474.210. (Kathy Lewis, CPA, CFO/Director of Finance)
- c. For Possible Action.** Discussion to approve payroll expense paid in February 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 February 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 January 2023 in the amount of \$59,360.75. (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 December 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 6 a, b, c, d, e, & f.

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

7. For Presentation Only. Initial presentation of the FY 2023-2024 Tentative Budget for the East Fork Fire Protection District in the amount of \$26,821,776. (Tod F. Carlini, District Fire Chief and Kathy Lewis, CPA, CFO/Director of Finance) 60 minutes.

District Fire Chief Tod Carlini stated he is pleased to present the tentative budget for FY23/24.

Below is the outline of the PowerPoint presentation regarding the FY2023-2024 Tentative Budget for the East Fork Fire Protection District in the amount of \$26,821,776 presented by District Fire Chief Tod Carlini and Director of Finance Kathy Lewis:

Acknowledgements:

- East Fork Fire Protection District Executive Staff
- East Fork Fire Protection District Battalion Chiefs and Operations Staff
- East Fork Fire Protection District Volunteers

District Board of Directors:

- Jacques Etchegoyhen, President
- John Bellona, Secretary
- Bernard Curtis, Director
- Barbara Griffin, Director
- Michael Sommers, 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
- Lisa Owen, Director of Administrative Services
- Kathy M. Lewis, CPA, CFO/Director of Finance

East Fork Fire Battalion Chiefs:

- Troy Valenzuela
- Matt Kruse
- John Brawley

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East Fork Professional Firefighters Association, IAFF Local 3726:

- Kevin May, President
- Justin Grimm, Vice President
- Sky Dwinell, Secretary Treasurer
- Matt Kruse, Executive Board Member
- Alex Callahan, Executive Board Member
- Matt Hill, Executive Board Member
- Aaron Leising, Executive Board Member
- Roy Minor, Employee Relations Liaison

East Fork Volunteer Firefighters Association:

- Thomas Hein-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
- 44,895 estimated resident population (probably closer to 46,000)
- 15,000 seasonal/migratory population swings
- 7,243 calls for service last year (2022)
- “An increase of 5.5%”

EFFPD Usual Disclaimer:

- Remember, this is a **TENTATIVE BUDGET** that will serve as a foundation for the final budget. Over the next couple months, the District 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
 - NV Energy
- Fire Emergency Fund

Making Comparisons:

- Comparisons are made between the 2022/23 adopted and the 2023/24 tentative budget and throughout the process.

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- Usually amended budgets include augments for one-time funding for expenditures and expenses making it difficult for a fair comparison.
 - The comparison between FY22/23 Amended Budget and FY23/24 Tentative budget is shown in the Board Packet.

Variable Impacts:

- Contract Negotiations - In progress
- 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)
- Lower cash balances available for investment
- Board direction

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)
- 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
- 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 staff
- Recognize possibility awarding of AFG grant and SAFER grant in the Fall of 2023
- Provide necessary funding to service debt
- Maintain a positive Ending Fund Balance for sustainability

Two Primary Funds for FY23/24:

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- General Operations Fund-\$26,495,345
- Emergency Fund-\$326,431
- Total-\$26,821,776
- 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 2023/24

Three Primary Revenue Sources:

First:

- Ad valorem
- State consolidated tax
- Ambulance user fees

Second:

- Fire and life safety plan review fees
- GEMT
- Grants
- Fire reimbursements
 - Based on fire activity and not budgeted
- NV Energy Fuels/Fire Program
 - Based on administrative fee
- Alpine County Contract

Third:

- Interest on investments
- Rents and leases
- Donations
- Sale of excess property

Revenue-Taxes: (A chart was provided)

- For 2021/22, the District budgeted a 7.5% increase
- For 2022/23, the District budgeted an 8.64% increase
- For 2023/24, the District is budgeting an 8.59% increase
- Final projected numbers were released on March 25th
 - Projecting a 5.75% increase on existing assessed value:
 - Residential cap - 3%
 - General Abatement Cap - 8%
 - Unknown total new construction (AV) to be added and billed for FY23/24 - projecting \$60,000,000

Director Mike Sommers asked what the District experienced for FY21/22 and 22/23 compared to what was budgeted.

Director of Finance Lewis stated she will need to look into that but knows it was right on budget.

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Director Sommers asked if there has been any collection pattern change in how people are paying their taxes.

Director of Finance Lewis stated no. When she was the County Clerk Treasurer, she was always amazed how many people pay their taxes on the first installment.

Revenue -Intergovernmental: (A chart was provided)

- State Consolidated Taxes. The District is no longer considered a guaranteed county
 - Final Projection from the state is a 5.9% increase
- Current Emergency Management Contract expires 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 \$200,000 increase based on past performance
- “Re-budgeting” for ARPA funds for wildland vehicle retrofit – vehicle will be completed in FY23/24

GEMT: (The District has a contract with the State through 2026)

- In Nevada, Medicaid is paid 65% by federal and 35% by state funds
- East Fork Fire’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 \$1,100,000 for FY23/24 – This may be optimistic

Director Sommers asked if this has any correlation with the increase in the number of calls.

District Fire Chief Carlini replied it can if the calls are Medicaid related calls.

Director Sommers asked if theoretically a percentage of the increase of the calls, are Medicaid.

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Director of Administrative Services Lisa Owen stated not necessarily. It depends on what type of Medicaid plan the individual has. There are two types of Medicaid plans so it's really hard to predict.

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

- Fire Plan Check, permit, inspection, technology and expedite fee – projected \$406,400 (in total), same as amended budget for FY22/23
- Ambulance fees (net write-offs) - \$4,028,442 – The District has seen ambulance billing rebound since COVID to a steady increase. Budget based on actual revenue for FY21/22 and current trends FY22/23
- NVE Reimbursement, which includes \$230,029 in administrative fees

District Sommers asked why the plan check and permit fees are the same amount.

District Fire Chief Carlini replied the District is anticipating a slowdown in construction plus interest rates have gone up so to stay on the conservative side, the amount stayed the same.

District Sommers stated the District increased the staff in the Prevention Department but didn't increase the fees.

District Fire Chief Carlini explained fee increases will come before the Board in the next couple of months.

EMS Patient Demographics: (A chart was provided)

- Medicare 46.78%
- Private Insurance 22.44%
- Self-Pay 16.58%
- Medicaid 11.11%
- VA 3.09%
- Approximately 60% of billable services are federally supported
- The District is estimating \$4,028,442 in actual EMS revenue in FY 23/24

District Fire Chief Carlini explained Medicaid stays stable at 9-12%.

Director of Administrative Services Owen added that private insurance sometimes included Medicare patients.

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

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- 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

Director Sommers asked how Sierra Saver is advertised to the public.

District Fire Chief Carlini stated it is advertised through word of mouth, website, talk to patients about it on calls, volunteer functions, etc.

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

- Interest on investment – with rising interest rates, projected an increase in interest revenue from LGIP

District Fire Chief Carlini explained in more detail some of the miscellaneous revenues.

General Fund Expenditures-Tentative Budget 2023/24

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

- Personnel and capital projects/outlay will be discussed later in the presentation
- Services and Supplies:
 - Overall decrease of \$96,577 or 4%
 - Accounts for increases in utilities, gas and building maintenance
 - Decrease mainly attributed to not budgeting grant expenditures related to Emergency Management and changes in services such as technology services and phones

Expenditures by Department: (A chart was provided)

Expenditures changes:

- Administration up 4.1% due to increases related to PERS contribution increase and new proposed positions
- Prevention budget decrease was in professional services for plan review
- Training budget increase is to allow for firefighters to attend paramedic school
- Suppression decrease of 8.3% due to decrease in budgeted capital expenditures and staff efforts on making efficiency in program costs such as Technology Services and reduction in grant expenditures relating to Emergency Management
- Fuels increase due to the request for a couple more positions
- Emergency fund increase includes transfer from general fund approved December 2022

Director Sommers asked about the emergency (Dept. 293) amended budget vs. tentative budget.

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Director of Finance Lewis reminded Director Sommers the change is from the adopted budget to the tentative budget.

Personnel (General Fund)-Tentative Budget 2023/24

Career Line Staff Distribution FY23/24:

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

- Districtwide: 1 Duty Chief is assigned 24 Hours/7 Days a week
- SAFER grant application submitted for 6 additional positions

Personnel Costs FY23/24:

- Obviously, the largest expense
- Distribution between wages and benefits for FY23/24:
 - Salaries and Wages-\$11,092,642 (57.63%)
 - Benefits-\$ 8,156,417 (42.37%)
 - Represents about 82.97% of the operating budget

Current Assumptions:

- Includes accounting for increase in PERS contribution per contract and state law
- No wage adjustments are included for represented personnel wages other than step movement (pending contract negotiations)
- No wage adjustments are included for non-represented personnel wages other than step movement
- Health insurance increases are projected to be 7.5% for the period of January – June, 2023. Actual increase last year was 3.0%
- Worker’s Compensation increase estimated 10.0%
- Added proposed new positions for FY23/24 include:
 - Executive Program Administrative Position, Funded 60% NVE/40% EFFPD
 - Entry Level Office Assistant, start mid-year, Funded 20% NVE/80% EFFPD
 - 2 additional Fuels Crew Members, Funded 100% NVE

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

Overtime Costs:

- Overtime is a large expense
- FY23/24- budgeted \$1,377,590 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

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- 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

Director Sommers asked what level produces the most overtime.

Director of Finance Lewis stated the largest number of employees in the District are firefighters, but she would need to do more research to see where most of the overtime is coming from.

Other expenditures and debt-Tentative Budget 2023/24;

Contract fees owed to Douglas County:

- 911 User Fees-\$99,286
 - Budgeting a 10% increase from FY22/23
- Radio user fees-\$75,000
 - Budgeting a decrease and anticipating the District will be responsible for preventative maintenance of radios
 - \$4,500 is budgeted for outsourcing P&M on radios/pagers
- 911 fees and radio user fees are calculated annually
- Douglas County has not notified the District of the FY23/24 fees, but for the tentative budget, an increase was built in
- Meeting with new 911 Director (Brent Finster) to discuss costs and service contract

Secretary John Bellona asked if the amount shown will be in line with the RFP if the District decides to leave the County.

District Fire Chief Carlini does not know at this point. He stated the County is moving forward in trying to fix the radio system. There was a report that included what the County believed would be necessary for the users (East Fork Fire, Tahoe Douglas Fire, etc.) to be able to upgrade and make the system better. When that will occur is unknown.

Director Sommers asked knowing the issues and anticipating what the County is trying to improve/restructure, how quickly would the District have time to react if the County came to the District informing the District of an amount the District would need to contribute.

District Fire Chief Carlini replied that is a great question but does not have an answer.

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Director Sommers asked where the District is in regards to alternative solutions.

Deputy Chief Larry Goss explained the first step the District needs to take is to provide Cal Fire answers to some of their questions.

Director Sommers stated in providing the information Cal Fire is requesting, is the anticipation that it could be through capital outlay or retrofitting existing equipment.

Deputy Chief Goss stated retrofitting is not an option. Equipment would be the biggest challenge.

Secretary Bellona stated the question is, would it be less than what the County wants to obligate the District to, in order to fix their system.

Deputy Chief Goss stated he feels maybe a little less. Those are things that need to be discussed. The District would probably be responsible for the radio system on this side of the mountain.

Director Sommers asked if Tahoe Douglas Fire and Alpine County are having discussions with Cal Fire.

Deputy Chief Goss stated yes.

District Fire Chief Carlini stated Lake Valley and Fallen Leaf Lake are also part of the discussions.

Secretary Bellona asked about Mono County.

Deputy Chief Goss replied Mono County is looking at a different radio system.

Director Sommers stated if the District is part of the County, the District has no control of their own destiny.

Secretary Bellona stated the purse string that the County always grabs from East Fork Fire will no longer be there.

Director Sommers stated his concern is the District receiving a reasonable time of service, no delays and miscommunication.

Legal Counsel Mark Forsberg stated the conversation is straying away from the topic.

Director Sommers stated the discussion is costs.

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Legal Counsel Forsberg stated the discussion is moving toward future decisions and changing various things.

District Debt:

- Annual debt service for FY23/24 totals \$296,100
- Medium term bond/loan interest rate is 1.86%
- Refinanced original bond proceeds in FY19/20 to maximize \$2,000,000 approved limit and to take advantage of reduced interest rates at that time.
 - With the December 2021 augment, the District paid down debt by one year
 - While interest rates are higher than 1.86%, recommending not making any early or extra payments. Interest earned will be more than interest saved
 - By the end of FY23/24, the District will have reduced the debt to \$585,000

Future Debt Considerations:

- The District does consider debt service payments to be a part of the Capital Expenditures specifically related to what is being funded.
- The District will have reduced its debt to \$585,000 with this proposed budget, potentially around \$1.5 million available for funding.
- The District may want to consider the same or similar refinancing option that was exercised a year ago, which allowed the District to purchase a third Type I Engine (\$507,000) and replace radios. (\$350,000).
- The District's debt limit was established at \$2,000,000.
- The point in presenting this consideration would be to allow the District to pursue higher cost projects or work sooner, rather than later, hence a recycling of available debt capacity.
- This of course would depend on several factors:
 - Interest rates at the time
 - The structure of the lending agreements without prepay penalty clauses

Borrowing Money:

- As is common with most small districts, the District currently does not have a credit rating
- Currently, the debt was placed directly with a bank and a credit rating was not needed
- A credit rating would be required if the District looked into financing \$20,000,000 or more than twenty years for repayment
- When the District needs to issue debt in the future, and it is still considered a small issue, the District would seek a direct placement with the going interest rates at that time

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Capital Expenditures-Tentative Budget 2023/24

Capital Outlay Funding:

- Funds in the amount of \$1,286,100 have been tentatively set aside to fund additional capital improvements
- The formal CIP will be presented in April
- Some proposed uses include and commitments:
 - Soft tone alert system (Bringing budget forward from FY22/23)
 - Training center (Bringing budget forward from FY22/23)
 - Type 1 Ambulance Remount (already Board approved because of known delays with chassis procurement)
 - Wildland Engine Retrofit (Bringing budget forward from FY22/23) (ARPA)

Training Ground Improvements:

- The District has a “shovel ready” design package to construct a training structure.
- The need is well identified.
- \$300,000 is budgeted in FY23/24 for this much needed improvement.
- Scheduled for bid in April 2023.

Director of Finance Lewis stated current District projects will be carried forward into next year. They will not be budgeted with new revenues for next year.

Emergency Fund-Tentative Budget 2023/24

Emergency Fund: (A chart was provided)

- Restricted use fund
 - NRS mandate
 - \$1,000,000 maximum balance
- Balance of \$326,431 available for emergency operations
- Pending greater than anticipated revenues resulting from FY22/23 audit, an additional allocation should be considered

District Fire Chief Carlini stated the District has not met with the State this year but is in the second year of the Wild Fire Protection Plan.

Wild Fire Protection Plan:

- The District participation in the plan essentially serves as an 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.

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- 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 District's last cost to participate, based on the formula, was \$163,000. This was an increase of \$73,000 above the initial 4-year history of an annual allocation of \$90,000.
- The new formula's main consideration is vested with fire cost history. The District has one of the higher fire cost histories of those participating.
- The second consideration in the formula is the budgetary allocation that the Division of Forestry is attempting to reach. For the last period that value was \$1,850,000.
- The District has increased their participation costs to \$95,000.

District Fire Chief Carlini stated once the group is assembled, the District will be informed on what the cost will be to participate in the plan. This plan is a very worthwhile plan to be a part of.

Secretary Bellona discussed FMAG.

Roll of Volunteers-Tentative Budget 2023/24

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 in order 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
- Recruitment efforts have yielded 19 new volunteers in three years
- Under COVID-19 East Fork Volunteers served as a valuable resource for testing, vaccination, and field hospital deployment

Volunteer Incentive Program:

- \$28,500 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 and \$800 for Attack Firefighter
 - An extended large incident Volunteer Incentive has been added

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- 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
- Monthly or Annual Stipend – DOL has stated the payment of a nominal monthly or annual stipend to an individual who volunteers on a year-round basis is allowed.

Contingency and Ending Fund Balance-Tentative Budget 2023/24

Ending Fund Balance:

- For the purpose of this budget, the District has allocated the balance of funding for the time being to the ending fund balance.
- The final budget will project a different value as the District 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 the operations, and meets the capital needs.

Contingency and Ending Fund Balances:

- Total Contingency Funding (1.50%)-\$323,854
- Ending Fund Balance
 - FY22/23 Budgeted \$2,902,849 (13.59%)
 - FY23/24 Tentative \$3,295,100 (15.26%)

Ending Fund Balance: (A chart was provided)

Total Tentative Budget FY23/24:

- \$26,821,776
- Subject to change

Next Steps:

- March 27th – Final property tax projections to be released
- April 17th – Tentative budget submitted to State
- April 18th – Presentation and approval of CIP, review of any budget changes, and approval of new three (3) year NV Energy Contract
- May 16th – Presentation and approval of Final Budget
- June 1st – Final Budget submitted to State
- July 1st – New Fiscal Year begins

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President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

Director Sommers thanked the staff for all their hard work on putting together the presentation.

President Etchegoyhen thanked the staff for their professionalism.

8. For Possible Action. Discussion and possible action to adopt Finance Policy #510.3-Travel Policy which updates the general financial policies regarding the Travel Policy. (Kathy Lewis, CPA, CFO/Director of Finance) 15 minutes.

Director of Finance Kathy Lewis stated this is the third finance policy she has presented. She had a conversation with Director Mike Sommers and he requested a few additions to consider.

Below are the suggested changes/additions:

- Page 2, lodging. The District can approve lodging costs higher than the GSA rates for anything.
- Page 3, rental of vehicles. If an employee rents a car, they do not need to accept rental insurance because it is already covered through the District's auto insurance policy.

Director of Finance Lewis stated when she first started with the District there were not as many per diem checks issued. Employees would charge things and then bring in a receipt for reimbursement. The District now issues more per diem checks ahead of travel. It makes things a lot cleaner, rather than trying to track down receipts after the fact.

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt Finance Policy #510.3-Travel Policy which updates the general financial policies regarding the travel policy.

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

President Etchegoyhen called a short recess.

President Etchegoyhen called the meeting back in session.

9. For Presentation Only. Initial presentation on the upcoming Wildland Urban Interface (WUI) code adoption. (Amy Ray, Deputy Fire Chief/Fire Marshal and Patrick Mooneyhan, Fire Inspector) 20 minutes.

District Fire Chief Tod Carlini stated the District intended to bring forward a first reading but because of the flood event and other issues, the District would like to take more time. Instead of a first reading a PowerPoint going over the WUI will be presented. It is important for the Board to understand what the adoption is truly about.

Deputy Chief/Fire Marshal Amy Ray stated at the repeal of the sprinkler ordinance by the Douglas County Commission, administration was directed to investigate the adoption of the WUI, specifically the requirements under chapter 5. The State Fire Marshal does not adopt chapter 5, they adopt WUI, for the purpose of allowing jurisdictions to adopt what works best for their community.

Below is the outline of the PowerPoint presentation regarding the upcoming Wildland Urban Interface (WUI) code adoption presented by Deputy Chief/Fire Marshal Amy Ray and Fire Inspector Patrick Mooneyhan:

East Fork Fire Protection District Proposed International Wildland-Urban Interface (WUI) Regulations:

- What the Regulations are:
 - Formal adoption by EFFPD of the IWUIC including Chapter 5, and formal adoption of already established Codes by the Nevada State Fire Marshal
 - Response to local contractor and industry requests for adoption of the special building construction regulations of Chapter 5
- Plus:
 - Adoption of specific amendments relevant to the unique circumstances within EFFPD (i.e. firefighting water supplies in areas without an established water supply, and special building construction regulations)

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Fire District Authority:

- The Fire District's authority is granted under several provisions of State Law, County Ordinance, and adopted Codes. They include:
 - NRS 474.160: Regulations for furnishing fire protection to the District
 - The existing Interlocal Agreement with the Nevada State Fire Marshal Division
 - The provisions of the model codes as adopted by the State Fire Marshal Division under NRS 477.030 and NAC 477.281

Background:

- The Nevada State Fire Marshal's Office (SFM) adopts the International Wildland-Urban Interface Code, with the exception of Chapter 5: Special Building Construction Regulations
- The SFM does not adopt Chapter 5 to allow the AHJ to adopt and amend these regulations based on the needs of the District and safety of the community
- EFFPD WUI Regulations closely match those in the Northern Nevada Amendment Package and those adopted by Tahoe Douglas Fire Protection District
- During hearings regarding the repeal of the fire sprinkler ordinance by Douglas County, members of the public who experienced devastation as a result of the Tamarack fire, local contractors (on public record), industry representatives, and members of the public, all encouraged EFFPD to adopt the WUI requirements contained in Chapter 5
- Tahoe Douglas Fire Protection District has adopted and amended the WUI regulations contained in Chapter 5
- Neighboring jurisdictions have adopted the regulations contained in the WUI regulations in Chapter 5

Determination of Risk Category:

- Nevada Division of Forestry has a map on their website that anyone can access to determine their hazard risk category:
 - Moderate
 - High
 - Extreme
 - [NV Resource & Fire Portal - Public Viewer \(nevadaresourcesandwildfireinfo.com\)](https://nevadaresourcesandwildfireinfo.com)

Deputy Chief Ray demonstrated the process by going to the above link. This showed various colors on a map that indicated the hazard risk category.

Fire Inspector Patrick Mooneyhan discussed the following slides.

Conforming Water Supply:

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- Requirements for construction are based on defensible space and water supply
 - Conforming water supply: an approved water source shall have an adequate water supply for the use of the fire protection service to protect buildings and structures from exterior fire sources or to suppress structure fires within the wildland-urban interface area of the jurisdiction in accordance with this section
 - Approved water tank in compliance with EFFPD Fire Code Regulations
 - Fire sprinklers
 - Water tender initiative program
 - Non-conforming water supply: a water source greater than 1000 feet from the structure.

Conforming Defensible Space:

- Conforming defensible space: An area either natural or manmade, where material capable of allowing a fire to spread unchecked has been treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur. (See Chapter 6)
 - Moderate: 30 feet
 - High: 50 feet
 - Extreme: 100 feet

IWUIC Table 503.1, Ignition-Resistant Construction: (a chart was provided)

Fire Inspector Mooneyhan went over the chart in detail.

Significant Impacts:

- Chapter 5 contains special building construction regulations which require buildings within the designated WUI areas to build to certain standards, including, but not limited to:
 - Venting
 - Eaves
 - Gutters
 - Decks
- Per the code: in areas designated as “Extreme”, where the property does not allow 1.5 times conforming defensible space (150 feet maintained), the home shall require residential fire sprinklers and a Fire Protection Plan, as described in Chapter 4.

Workload Impacts:

- EFFPD personnel will continue to review all commercial and residential construction, with the additional review and approval of the Chapter 5 construction regulations

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- Currently, EFFPD reviews only for access and required water supply
- Residents will be required to submit a Vegetation Management Plan for review and approval.
- Additional inspections throughout the construction process to enforce the adopted IWUIC Regulations
- May require additional inspection services specific to IWUIC Regulations

Next Steps:

- Formal presentation of the proposed Regulation Package to the Board of Directors (3-28-2023)
- First reading of the proposed Regulation Package to the Board of Directors (April 2023)
- Public Hearing presenting the Resolution for approval to the Board of Directors (May 2023)
- Official implementation of the Regulations (July 1, 2023)

Fee Schedule Adoption:

- Fee Schedule update proposals to reflect the additional review and inspection fees associated with WUI (April 2023)
- Adoption of the updated fee schedule (May 2023) by the Board of Directors with implementation July 1, 2023

Secretary John Bellona stated the presentation discusses existing structures. He asked if an applicant pulls a permit for a remodel will they be required to meet the code.

Deputy Chief Ray stated the requirements in the regulations are that the remodel would only have to meet the code, if it's greater than a 25% increase for the addition. It is consistent with what would happen if a resident replaced the roof on their house, they would need to follow the code for the entire roof at the 25% requirement.

Director Mike Sommers asked what 25% means.

Deputy Chief Ray explained an increase of the structure of 25% of the existing square footage or greater.

Director Somers confirmed, with the example of replacing a roof, the requirement would be additional roofing to increase the square footage over 25%.

Deputy Chief Ray stated if 50% of the roof needed to be replaced because it's over 25% of the existing roof, they would need to replace the roof in accordance with the WUI regulations.

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Director Bernard Curtis stated public outreach needs to happen like it did for the fire regulations because this will significantly change things.

District Fire Chief Carlini stated the District needs to follow a process similar to the process with the fire regulation adoption. There will be circumstances where a fire sprinkler system will be required if the homeowner can't meet the 1 ½ times defensible space number. The District doesn't want the perception that this is a backdoor attempt for fire sprinklers. There will be places that will end up in that circumstance because they don't have enough room on the property to meet defensible space requirements.

Deputy Chief Ray stated the District is required to use a map that everyone has access to, so the District will be using the Division of Forestry map.

District Fire Chief Carlini stated using the NDF map means there is a third party defining the fire exposure not the District.

Director Curtis suggested the District write an article for the paper to inform the public.

Director Sommers asked how many contractors are familiar with the WUI.

Deputy Chief Ray stated many contractors are familiar with the WUI and many residents even choose to implement the WUI for their home, even if it's not required for them.

Director Sommers asked if the District anticipates getting requests from applicants that don't understand defensible space to engage the District.

Deputy Chief Ray stated there's a possibility but when plans are submitted, they are required to submit a landscape plan which would include a plan their landscaper put together for them.

Director Curtis stated he feels there will be issues that arise when the homeowner is required to provide a landscape plan.

Deputy Chief Ray stated there are many nice options available to maintain natural vegetation and still comply with the defensible space requirements.

President, East Fork Fire Professional Firefighters Association, Kevin May stated 10-12 years ago he was assigned to visit houses in WUI areas and give them suggestions how they could improve their areas. The homeowners took those suggestions and still maintain it to this day.

Director Sommers feels fuels management is something the Fuels Crew can get involved with.

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Secretary Bellona stated maybe not initially but, in the future, it is something the Fuels Crew can do.

There was discussion on different fuels management programs available through HOA's, grants, etc.

District Fire Chief Carlini stated some of the grant criteria asks if the WUI code has been adopted. At this time when complaints are sent in, the District really can't do much, it is handed off to Douglas County Code Enforcement and they can only do what they can do. Some of the construction community has voiced the need for the WUI. At this point it is in the hands of the Fire District more so than the County, to move something forward.

Director Sommers stated when the District was working through the adoption of the fire regulations there was a gentleman from the County that was working with the District. He knew he needed to make some changes to get more of a clear-cut definition. Will that also involve this code as far as defining some of those within Douglas County changes of definitions of the area?

Deputy Chief Ray stated as the District placed in the definitions/section that describe the WUI areas, and how they were defined was outside the Minden, Gardnerville and Genoa township boundaries, that is where the WUI areas are considered. That is the designation also provided by the map.

Director Sommers asked if the County would need to follow the District.

Deputy Chief Ray stated the District will be establishing the boundaries and that's where plans would come to the District for review, approval, inspections and the District would carry on with the process.

Director Sommers stated what he means is now the County will be aware that in order to get a valid permit and approval, they will need to go along with the requirements.

Deputy Chief Ray stated yes, they will need to build with the WUI requirements.

Fire Inspector Mooneyhan stated the County has been good regarding the fire regulations.

Fire Inspector Mooneyhan added, the District met with insurance professionals during the adoption of the fire regulations and it was mentioned that the County is on the radar for being a wildfire threat. Insurance companies can decide not to provide insurance in certain areas, so the WUI code is a benefit.

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Deputy Chief Ray stated the County is familiar with WUI.

President Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

Secretary John Bellona thanked Deputy Chief Ray and Inspector Mooneyhan.

President Etchegoyhen stated it's important for the District to be transparent and provide public outreach.

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

District Fire Chief Tod Carlini stated a summary of bills was provided as backup. He thanked Adam Wennhold for his review and the information he provided that he feels the District should be aware of. He also thanked Deputy Chief/Fire Marshal Amy Ray for her attention to the Fire Marshal code issues. He stated the summary of bills is not a comprehensive list because more bills have come up since the list was put together.

District Fire Chief Carlini stated the District has the Northern Nevada Fire Chiefs' Association, Nevada Fire Chiefs' Association, legislative committee from Northern Nevada Fire Chiefs, Mike Brown (retired Chief from North Lake Tahoe) and many others monitoring the bills.

President Jacques Etchegoyhen opened public comment.

There was no public comment.

Public comment closed.

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

President, East Fork Fire Professional Firefighters Association, Kevin May noted:

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- The Association has created Pipes and Drums through the honor guard, purchased bagpipes, drums, paying for lessons and sending members to a conference in Las Vegas. The donated trailer will be used for the honor guard.
- The Association voted Justin Tenney for the firefighter of the year. Holly Megee was picked as staff employee of the year and the volunteers chose a volunteer of the year.
- Cameron Farmer and Christian Orozco are the bagpipers and Alex Callahan is the drummer.
- Three District employees are currently in the academy. The District employees are in the top of all fields. The transition to the line will be easy for these employees because of their experience on the Fuels Crew.

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

Volunteer Liaison, Elaine Pace noted:

- Annual meeting held last Monday. Thanked Director Mike Sommers, Director Bernard Curtis, Deputy Chief Scott Gorgon and Battalion Chief John Brawley for attending the meeting. It was much appreciated
- 64 volunteers including the new class
- Three volunteer recruiting dates scheduled
- AED's from the Douglas County grant will be shipped today and installed in the Volunteer stations.
- Finished logistics training and will send more to get wildland certified
- Volunteer of the year is Keith Fuggles from Station 2

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

Deputy Chief of Operations Scott Gorgon noted:

- No report

Director of Administrative Services Lisa Owen noted:

- Hired five full-time Fuels Crew
- Promoted two Fuels Crew members to Squad Boss
- Hired eight seasonal members

Deputy Chief/Fire Marshal Amy Ray noted:

- Continue to receive plan reviews (commercial & residential)

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- Meeting later this week regarding Genoa Candy Dance
- Working with Elaine Pace and the insurance company on evaluating the damages from the weather events

Director Mike Sommers asked how big is the UPS facility that is going in on Heybourne Road.

Deputy Chief Ray stated it is 68,000 sq. ft.

Director Barbara Griffin asked about the assisted living facilities coming to the area.

Deputy Chief Ray stated there are two facilities that are proposed on Topsy Lane but have not seen formal plans. There is a facility on Ironwood that is assisted living and memory care.

Director Griffin asked when the completion of the facility on Ironwood is expected.

Inspector Patrick Mooneyhan stated the anticipated completion date is August 2024.

Deputy Chief Ray stated she had another meeting regarding a proposed 55 and over community.

Director Griffin asked when the UPS facility is expected to start.

Deputy Chief Ray stated they plan to start on April 3, 2023 and move quickly with construction.

Director Bernard Curtis asked if the UPS facility is replacing something or in addition.

Deputy Chief Ray stated it's in addition and will be distribution only.

Director Sommers stated it is part of the UPS development by Stagecoach.

Deputy Chief Training and Safety Larry Goss noted:

- If any of the Board members would like to visit the academy to please let him know
- Gave an update on the IT transition. The District, Conway Communications and Douglas County IT met to develop a plan to transfer data

Director Griffin asked if the transition will take place by July

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Deputy Chief Goss stated it will be complete by July 1, 2023

Director Mike Sommers noted:

- No report

Director Bernard Curtis noted:

- He and District Fire Chief Tod Carlini attended the Business Council and Chamber meeting on March 15, 2023. He sat next to the guest speaker Ben Kieckhefer, Governor Joe Lombardo's, Chief of Staff

President Jacques Etchegoyhen noted:

- No report

Director Barbara Griffin noted:

- No report

Secretary John Bellona noted:

- Elks Appreciation Dinner will take place Saturday, April 1, 2023
- He requested each agency to have someone from their honor guard attend the dinner

Director of Administrative Lisa Owen asked if everyone received the flyer including the dinner details.

Director Griffin did not receive the email.

Legal Counsel Mark Forsberg asked for the location of the dinner.

Secretary Bellona stated the dinner is being held at the Elks Lodge on Kimmerling Road.

Legal Counsel Mark Forsberg noted:

- No report

CPA, CFO/Director of Finance Kathy Lewis noted:

- No report

District Fire Chief Tod Carlini noted:

- Went through the flood response and thanked Deputy Chief Larry Goss for managing the majority of the initial event. Thanked Tracy Connelly, Sky Dwinell, Aaron Ghysels, Paul Azevedo and all other individuals who assisted.
- County hired an Emergency Manager from Las Vegas. The individual starts in May. The first transition move is for the CERT program
- Will be reviewing the Standard of Cover and hope to bring forward to the Board in April

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- Station 15 project is on schedule. Looking to have a ceremony/rededication towards the end of April
- The goal is to get the training structure out for bid in April and a ground-breaking ceremony to follow in June
- Model 34, type 3 retrofit underway
- Ambulance remount will be here Friday which, Battalion Chief Troy Valenzuela is managing
- November 2023 another remount
- Working on another three-year contract with NV Energy
- Will be hosting a meeting with the agriculture community to discuss spring runoff
- Station 12 land is finally the District's

ADJOURNMENT


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

MOTION to adjourn; carried.

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

There being no further business to come before the Board, the meeting adjourned at 3:26 pm.

Respectfully submitted:



Jacques Etchegoyhen, President
East Fork Fire Protection District

ATTEST:



Holly Mege, Board Clerk
East Fork Fire Protection District