

APPROVED

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, May 21, 2024, in-person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, President, District 1
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, Virtual
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

Additional attendees that addressed the Board:

Troy Valenzuela, Battalion Chief
John Brawley, Battalion Chief
Aaron Leising, Captain
Pat Simmons-Valenzuela, Troy Valenzuela's mom
Jeff James, Captain
Nate Leising, local resident
Sky Dwinell, East Fork Professional Firefighters
Shayma Gross, a local resident
Elaine Pace, Volunteer Liaison

CALL TO ORDER

Board President John Bellona

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Secretary Mike Sommers led the Pledge of Allegiance

PUBLIC COMMENT (No Action)

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

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

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

President Bellona read into record a letter the District received from a homeowner who experienced a house fire. The letter expressed their gratitude for a professional response.

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. (John Bellona, President) 5 minutes.

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President John Bellona asked if a correction needs to be made to the agenda.

District Fire Chief Tod Carlini stated on agenda item 12, the amount posted on the agenda and action sheet is the incorrect amount. The correct amount is \$28,278,764. He would like that included in the motion to address the incorrect amount indicated on the agenda and action sheet for agenda item #12.

President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the meeting agenda for April 16, 2024, as posted with the correction of the fiscal amount under item 12 to read \$28,278,764.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Mike Sommers
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 April 16, 2024, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the minutes of the April 16, 2024, Board meeting.

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

3. For Possible Action. Discussion and possible action to accept the donation of \$7,000 from Bruce Cable, C.P.A., A.P.C., to dedicate the funds to water rescue gear and training, and to authorize a letter of appreciation from the Board President. (Tod F. Carlini, District Fire Chief) 5 minutes.

District Fire Chief Tod Carlini read into the record a statement written by Battalion Chief Matt Kruse outlining the request for the donation. The written statement is available on the East Fork Fire Protection District website.

District Fire Chief Carlini expressed his gratitude to Mr. Cable. This is not the first time Mr. Cable has donated to the District.

President John Bellona opened public comment.

Battalion Chief Troy Valenzuela thanked Mr. Cable for his support and a second donation. Mr. Cable is always willing to support the East Fork Fire mission.

President Bellona stated Mr. Cable is a Douglas County resident.

There was no further public comment.

Public comment closed.

MOTION to accept the donation of \$7,000 from Bruce Cable, C.P.A., A.P.C., to dedicate the funds to water rescue gear and training, and to authorize a letter of appreciation from the Board President.

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

4. For Possible Action. Discussion and possible action regarding Proclamation 2024P-03 recognizing Jeff James on his retirement after over 20 years of service with the East Fork Fire Protection District. (John Bellona, President) 5 minutes.

President John Bellona read Proclamation 2024P-03 recognizing Jeff James on his retirement of over 20 years of service with the East Fork Fire Protection District.

President Bellona opened public comment.

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President Bellona wished Captain Jeff James best of luck on his retirement.

Captain James thanked the Board, Executive staff, District Fire Chief Tod Carlini, Administrative staff, his family, East Fork Fire Professional Local 3726 and his wife Jennifer for their support over the years. He is looking forward to retirement.

Director Bernard Curtis stated Captain James will find retirement to be busy.

District Fire Chief Tod Carlini congratulated Captain James on his retirement. He was able to share the evolution of the organization to where it is today. He is proud of Captain James and his dedication to the District. He thanked Jennifer James for supporting Captain James through the years.

There was no further public comment.

Public comment closed.

MOTION to accept Proclamation 2024P-03 recognizing Jeff James on his retirement after over 20 years of service with the East Fork Fire Protection District.

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

5. For Possible Action. Discussion and possible action regarding Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District. (John Bellona, President) 5 minutes.

President John Bellona read Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District.

President Bellona opened public comment.

Battalion Chief Troy Valenzuela thanked the Board, District, and his family. He stated he is blessed to have had a career he enjoyed. He couldn't have done it without the support of his family. He feels with his promotion to Battalion Chief is when his career really took off. He is proud to leave East Fork Fire in its current position with all the things accomplished over the last 7-10 years. He is proud to have been part of such a great organization. He had

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opportunities to leave but the family is what kept him here. He thanked everyone.

Battalion Chief John Brawley stated he will make a comment about Jeff James' retirement at his retirement dinner.

Battalion Chief Brawley read into the record a statement he prepared for Battalion Chief Valenzuela. He stated: "There will only be one Troy Valenzuela. It has been an honor to learn and work beside you over the years". He stated Battalion Chief Valenzuela established a high standard of performance.

District Fire Chief Carlini stated Battalion Chief Valenzuela is one of two people that was hired before he was Fire Chief. He knew the District needed to hire Battalion Chief Valenzuela back when Troy was a volunteer for the District. He shared a few stories about Battalion Chief Valenzuela's career with the District. He described Battalion Chief Valenzuela as the "can-do-guy". Many things have been accomplished under Battalion Chief Valenzuela's leadership and he will be missed. He thanked him for all he has done over the years.

Captain Aaron Leising commented on behalf of Local 3726 and personally. He stated the District is losing almost 50 years of experience between the two retirements today. He thanked both Battalion Chief Valenzuela and Captain James and said he is confident crews can carry on the knowledge and skills both provided during their tenure. He thanked Captain James for all the memories while working together over the years. He thanked Battalion Chief Valenzuela for his incredible leadership.

Pat Simmons-Valenzuela, Troy Valenzuela's mom, thanked the individuals in the volunteer group for their influence. She thanked everyone for their support over the years.

There was no further public comment.

Public comment closed.

MOTION to adopt Proclamation 2024P-04 recognizing Battalion Chief Troy Valenzuela on his retirement after 26 years of service with the East Fork Fire Protection District.

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

President Bellona called a short recess.

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President Bellona called the meeting back in session.

Board Clerk Holly Megee stated she was informed by public online that there is no sound.

Board Clerk Megee fixed the audio issue.

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 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. (John Bellona, President) 5 minutes.

President John Bellona 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 April 30, 2024. (Julie Andress, Director of Finance/CFO)
- 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 April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- c. For Possible Action.** Discussion to approve payroll expense paid in April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- d. For Possible Action.** Discussion to approve the Procurement Card Transactions paid in April 2024 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- e. For Possible Action.** Discussion to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of March 2024 in the amount of \$28,866.94. (Lisa Owen, Director of Administrative Services)

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- f. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of February 2024. (Julie Andress, Director of Finance/CFO)

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve Consent Calendar items 6 a, b, c, d, e & f.

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

7. For Possible Action. Discussion and possible action to adopt revisions to Policy #605.16 (Reimbursement Compensation for FLSA Exempt Employees) which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA). (Lisa Owen, Director of Administrative Services) 10 minutes.

Director of Administrative Services Lisa Owen stated Policy 605.16 (Reimbursement Compensation for FLSA Exempt Employees), which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA) was approved at the December 15, 2020, Board meeting. When the item came before the Board for reimbursement to an employee in 2023, the Board asked Executive staff to update the policy to allow payment to be made to the employee before the Board approved the request. This would allow payment to be made to the employee right away.

Below is the suggested change:

1. Compensation to an exempt employee must be approved by the Board of Directors.

President John Bellona stated this was requested by the Board at a previous meeting.

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President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt revisions to Policy #605.16 (Reimbursement Compensation for FLSA Exempt Employees) which allows for compensation of non-represented salaried/exempt personnel to receive straight time compensation for emergencies, which exceed an initial twenty-four (24) hours of operation or where services are billable under existing agreements and/or regulations as allowed by the Fair Labor Standards Act (FLSA).

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 become the Subgrantee of the Jobs Peak Fuels Reduction/Slash and Pile Chipping Removal project in the amount of \$80,606 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD. (Tod F. Carlini, District Fire Chief and Tom Hein, Executive Program Manager) 10 minutes.

District Fire Chief Tod Carlini turned the discussion over to Executive Program Manager Tom Hein.

Executive Program Manager Hein stated the District applied for this grant along with the Autumn Hills Fuels Reduction/Management Project grant. The District received notice of funding. The request is for Board approval. The total amount for this project budget is \$80,606 of which \$15,606 is applied to the Nevada Division of Forestry (NDF) for administrative fees. The requested amount was \$65,000. NDF will provide oversight. It is a great program.

President John Bellona asked the Board if they understood the Nevada Shared Good Neighbor Program.

All Board members understand the program.

Secretary Mike Sommers asked if it is a requirement the Board approve the acceptance of the funds.

District Fire Chief Carlini stated past practice has been anything over \$50,000 comes before the Board for approval.

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Secretary Sommers stated he understands there is a management limit of \$50,000 but he is recommending that with costs rising, increase the administrative level so the District doesn't need to wait to accept the funds at a Board meeting.

District Fire Chief Carlini stated that is a decision the Board would need to make.

Secretary Sommers stated he will make a motion to approve this item but would like staff to come back to a future meeting to increase the administrative approval dollar amount before coming to the Board.

Director Barbara Griffin would like the Board to be informed when the District has approved to receive grants.

Secretary Sommers stated he feels that is Executive Program Manager Hein's responsibility to inform Board members.

Legal Counsel Mark Forsberg stated that can be discussed when it comes back to the Board.

Director Jacques Etchegoyhen would like to recuse himself from voting on this item because he owns property in this subdivision.

MOTION to accept the Subgrantee of the Jobs Peak Fuels Reduction/Slash and Pile Chipping Removal project in the amount of \$80,606 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD.

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

9. For Possible Action. Discussion and possible action to become the Subgrantee of the Autumn Hills Fuels Reduction/Management Project in the amount of \$204,616 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD. (Tod F. Carlini, District Fire Chief and Tom Hein, Executive Program Manager) 10 minutes.

Executive Program Manager Tom Hein stated this grant is similar to the previous agenda item. This grant is for a total amount of \$204,616 minus 24% to Nevada Division of Forestry (NDF) for administrative fees. Work for both

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grants will be performed by East Fork Fire Fuels Crew and NDF crews. The request is for Board approval.

District Fire Chief Tod Carlini thanked Executive Program Manger Hein and Deputy Chief Amy Ray for their efforts in obtaining grants to secure the Fuels Program and keep it moving forward. He thanked the regional partners for their guidance on how to apply for these grants. The District is sending Executive Program Manger Hein to grant classes specific to fuels management grants. There is a lot of funding available for fuels management work. He believes the District has been successful in the short amount of time securing money to keep the Fuels Program going.

Secretary Mike Sommers asked if this grant is a phased grant or total project.

Executive Program Manager Hein stated the request was submitted as a phased approach. He outlined the intended projects for the grants. He explained the grant request process. The stewardship grant program gives the District the ability to request additional funds if needed to complete the projects. There is Forest Service land above the project location that may need work, but the District will need to set up a meeting with the Forest Service regarding that work, which would be a different funding source.

Director Jacques Etchegoyhen thanked all staff for all their hard work in obtaining grants. Fuels management is very critical.

MOTION to accept the Subgrantee of the Autumn Hills Fuels Reduction/Management Project in the amount of \$204,616 and provide on-call conservation crews as part of the Nevada Shared Good Neighbor agreement between the USFS and NDF-EFFPD.

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

10. For Possible Action. Discussion and possible action to employ two Seasonal Fuels/Fire Crew members with an anticipated start date of July 1, 2024, and an end date in and around October 1, 2024, and at an estimated cost of \$40,363. (Tom Hein, Executive Program Manager) 10 minutes.

Executive Program Manager Tom Hein stated the current fuels crew consists of 4 individuals. Minimum staffing for an engine is 3 but 4 is preferred. Approaching fire season, the ability to staff the engine could result in an issue if someone takes a vacation, day off, sick, etc. The best work is accomplished

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on the fuel's grants in the summer. This request is to hire 2 Seasonal Fuels/Fire Crew members covered under the fuels grant.

Secretary Mike Sommers asked if the motion can be amended to read, "a start date on July 1, 2024, with an open-ended date, at the end of the projects and/or time of resources to fund the project. This allows the District to extend employment if additional projects are granted after October 1, 2024.

Director of Administrative Services Lisa Owen stated caution needs to be taken on open-ended dates. The individual can only be employed for a maximum of 6 months.

Secretary Sommers suggested July 1, 2024, to December 31, 2024. He would like to make that recommendation in the event the District obtains additional work.

Legal Counsel Mark Forsberg asked if the motion is contingent on obtaining additional funding.

Secretary Sommers stated the motion would be to amend the end date to December 31, 2024, unless resources are not available.

District Fire Chief Carlini stated that would work if the condition was added "unless resources are not available". The value is based on a detailed budget of available funds that are secured. As of now on the books, this is what the District can afford. The District is always looking for additional grants and funding. He wants to make clear to the individuals that are hired that there is a limit driven by what is awarded to the District. All funds are not directly linked to wages, but a good percentage is wages.

President John Bellona opened public comment.

Nate Leising asked if the Fuels Crew and apparatus are available for off-district assignments.

District Fire Chief Carlini stated the individuals are at that "status" and when the individual goes on an off-district assignment the funding comes from general funding not, grant funding. It's not an "at-cost" situation for the District because of the billable cost. If they go off-district a career Captain or acting Captain would accompany them for the experience and oversight.

Secretary Sommers asked, with the approval of 2 people, will the District meet the minimum standard required under the NV Energy manning, so the District could accept a project from NV Energy, if a project became available.

District Fire Chief Carlini stated he does not understand the question.

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Secretary Sommers stated one of the issues that occurred when the District did not approve the NV Energy contract was there would need to be a minimum staffing of people to meet the contract requirements. He understood the District would not be guaranteed funds, the District could not afford to keep the staff. Will the 2 people, increase the total number of Fuels Crew to 6 meet the requirement to accept an NV Energy contract if a contract became available.

District Fire Chief Carlini stated the District would need to be in a contract with NV Energy.

Secretary Sommers stated he understands but does having a staff of 6 give the District the capability should the District choose to.

District Fire Chief Carlini stated he assumes it would if NV Energy elected to offer the District that opportunity. The District would need to be in a contract with NV Energy.

There was no further public comment.

Public comment closed.

MOTION to authorize the hiring of two Seasonal Fuels/Fire Crew members with an anticipated start date of July 1, 2024, and an end date of either December 31, 2024, or sooner if funding is not available to support the estimated cost of \$40,363.

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

11. For Possible Action. Discussion and possible action to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$2,042,529. (Tod F. Carlini, District Fire Chief) 20 minutes.

District Fire Chief Tod Carlini presented the PowerPoint (included in the Board packet).

Below is the outline of the East Fork Professional Firefighters Association (“Supervisory”) five-year contract PowerPoint presentation:

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Negotiation history and timeline:

- The Administration and Association entered into the process on April 17, 2024, and completed negotiations on May 7, 2024
- Two sessions were held on April 17 and May 7
- The following articles were open for discussion based on the current 5-year agreement:
 - Article 28 – Advanced Certification Incentives
 - Article 48 – Employee Life and Health Insurance
 - Article 51 – Association Business
 - Article 67 – Station Habitability Committee

The District and Association reached tentative agreement on all open articles.

Complying with NRS 288.153:

- The Agreement must be approved at a public meeting and the fiscal impact of the agreement reported.
- Any new, extended or modified collective bargaining agreement or similar agreement between a local government employer and an employee organization must be approved by the governing body of the local government employer at a public meeting.
- The Chief Executive Officer of the local government shall report to the local government the fiscal impact of the agreement.

NRS 288.153:

- Pursuant to NRS 288.153 the East Fork Fire Protection District has negotiated with the East Fork Professional Firefighters-Supervisory Bargaining Unit.
- The proposed tentative agreement replacing the current contract is included in the Board packet, provided at the public table, and posted on the District's website at eastforkfire.org

Fiscal impact – Supervisory:

- This group includes 3 represented personnel.
- The fiscal impact of the remaining years of the agreement is required to be disclosed under NRS 288.153.
- The approximate cost of salaries and benefits for the eligible positions covered under this proposed collective bargaining agreement for the remaining 2 years of the contract is \$2,042,529.

Annual costs over one year:

- The total cost of wages and benefits for represented employees under this labor contract in FY 24/25 through FY 25/26 are as follows (amounts are on an estimate on best scenario. Overtime cannot be predicated):
 - Year 4 (24/25)- \$989,840
 - Year 5 (25/26)- \$1,052,689

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- Total- \$2,042,529

Revised articles subject to re-opening:

- Article 8 – Advanced Certification Incentives – when there is a rate change
- Article 20 – Wages – FY 25/26
- Article 48 – Employee Life and Health Insurance – FY 25/26
- Article 67 – Station Habitability Committee – FY 25/26

Recommendation:

- The Negotiation Team representing the District recommends approval of this Contract

Secretary Mike Sommers confirmed if there is a premium increase on the HSA/PPO, the District absorbs 0-15% of that increase.

Director of Administrative Services Lisa Owen stated that article is not discussed until next year. There were no changes to the health insurance at this time.

Secretary Sommers asked if there was a decrease, the District only prevails up to the first 10%. Is there a reason why if there is an increase the District would need to pay out 15%.

Director of Administrative Services Owen stated she does not have that article in front of her but thought it was up to 15%.

District Fire Chief Carlini stated it was negotiated but the District has been consistent for the past few years.

Secretary Sommers stated he was curious about the 5% differential between increase and decrease.

Director of Administrative Services Owen stated she is not sure where that number came from.

President John Bellona opened public comment.

Sky Dwinell, representing the East Fork Professional Firefighters and Negotiations Team stated the process was smooth and tentative agreements were reached in 2 meetings. He encouraged Board approval.

There was no further public comment.

Public comment closed.

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MOTION to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$2,042,529.

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

12. For Possible Action. Discussion to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Non-Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$28,278,764. (Tod F. Carlini, District Fire Chief) 20 minutes.

District Fire Chief Tod Carlini stated it is a state law requirement to make this presentation and for public record. A lot of this presentation is the same as the previous presentation. This contract represents the Non-Supervisory personnel, which is the largest number of contracted employees in the District.

District Fire Chief Carlini presented the PowerPoint (included in the Board packet).

Below is the outline of the East Fork Professional Firefighters Association (“Non-Supervisory”) five-year contract PowerPoint presentation:

Negotiation history and timeline:

- The Administration and Association entered into the process on April 17, 2024, and completed negotiations on May 7, 2024
- Two sessions were held on April 17 and May 7
- The following articles were open for discussion based on the current 5-year agreement:
 - Article 28 – Advanced Certification Incentives
 - Article 48 – Employee Life and Health Insurance
 - Article 51 – Association Business
 - Article 67 – Station Habitability Committee

The District and Association reached tentative agreement on all open articles.

Complying with NRS 288.153:

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- The agreement must be approved at a public meeting and the fiscal impact of the agreement reported.
- Any new, extended or modified collective bargaining agreement or similar agreement between a local government employer and an employee organization must be approved by the governing body of the local government employer at a public meeting.
- The Chief Executive Officer of the local government shall report to the local government body the fiscal impact of the agreement.

NRS 288.153:

- Pursuant to NRS 288.153 the East Fork Fire Protection District has negotiated with the East Fork Professional Firefighters Non-Supervisory Bargaining Unit.
- The proposed tentative agreement replacing the current contract is included in the Board packet, provided at the public table and posted on the District's website at eastforkfire.org.

Fiscal impact (Non-Supervisory):

- This group includes 73 represented personnel.
- The fiscal impact of the remaining years of the agreement is required to be disclosed under NRS 288.153.
- The approximate cost of salaries and benefits for the eligible positions covered under this proposed collective bargaining agreement for the remaining 2 years of the contract is \$28,278,764, which is an estimate based on past and budget practice.

Annual costs over one year:

- The total cost of wages and benefits for represented employees under this labor contract in FY 24/25 through FY 25/26 are as follows:
 - Year 4 (24/25)- \$13,768,051
 - Year 5 (25/26)- \$14,510,713
 - Total- \$28,278,764

Revised articles subject to re-opening:

- Article 8 – Advanced Certification Incentives – when there is a rate change
- Article 20 – Wages – FY 25/26
- Article 48 – Employee Life and Health Insurance – FY 25/26
- Article 67 – Station Habitability Committee – FY 25/26
-

Recommendation:

- The Negotiation Team representing the District recommends approval of this Contract.

President John Bellona opened public comment.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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Sky Dwinell, representing the East Fork Professional Firefighters and Negotiations Team thanked the administration for a smooth negotiations process. He encouraged Board approval.

There was no further public comment.

Public comment closed.

MOTION to approve proposed agreements on Articles 28, 48, 51 and 67 between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Non-Supervisory”) and as part of the existing five-year contract. The total estimated fiscal impact for the remaining two years of the original five-year labor contract is approximately \$28,278,764.

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

13. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-001, which establishes an incident reimbursement rate schedule for the East Fork Fire Protection District effective May 21, 2024. (Julie Andress, Director of Finance/CFO) 10 minutes.

Director of Finance Julie Andress stated this agenda item is for the rate schedule for incident reimbursements effective May 21, 2024. This allows the District to get reimbursed for various incidents. She worked with Deputy Chief Scott Gorgon on the rate schedule. Rates have increased 3.5% based on the Western Region consumer price index for equipment and vehicles. Personnel is based on actual costs from the FY 24/25 budget.

Secretary Mike Sommers asked Executive Program Manager Tom Hein if the fuels management equipment is part of this rate schedule for reimbursement.

Executive Program Manager Hein stated yes, fuels management equipment/vehicles are included except for the chipper.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

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MOTION on the adoption of Resolution 2024R-001, which establishes an incident reimbursement rate schedule for the East Fork Fire Protection District effective May 21, 2024.

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

14. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-002, which establishes a restitution rate schedule for the East Fork Fire Protection District effective May 21, 2024. (Julie Andress, Director of Finance/CFO) 10 minutes.

Director of Finance Julie Andress stated this agenda item is the restitution rate schedule for legal incidents and provides an hourly figure for apparatus wear and tear. Rates have increased 3.5% based on the Western Region consumer price index. Personnel is based on actual costs from the FY 24/25 budget.

Secretary Mike Sommers asked if the rates need to be shared with other agencies prior to an incident request.

District Fire Chief Tod Carlini stated the rates used for incident response are shared with other agencies and entered into the safe billing system. The restitution rates are sent to the District Attorney's office.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION on the adoption of Resolution 2024R-002, which establishes a restitution rate schedule for the East Fork Fire Protection District effective May 21, 2024.

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

15. For Presentation Only. Discussion and presentation of the proposed changes to The East Fork Fire Protection District, Fire Prevention

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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Division schedule for Fire and Life Safety Plan Review Fees in accordance with the requirements of NAC 477 and the 2018 *International Fire Code*, effective July 1, 2024. First reading. (Amy Ray, Deputy Fire Chief/Fire Marshal) 20 minutes.

Deputy Chief/Fire Marshal Amy Ray stated this is a proposal for a fee schedule update not an increase.

Deputy Chief/Fire Marshal Ray presented the PowerPoint (included in the Board packet).

Fire and Life Safety Plan Review Fee Schedule Update:

- First Reading

Background:

- The Fire and Life Safety Plan review fee schedule was presented in July of 2023 with a fee increase. The first since 2020.
- Douglas County updated Title 20 of the Douglas County Code, which included the Fire and Wildland Urban Interface Code Regulations adopted by both East Fork Fire and Tahoe Douglas Fire
- The update to Title 20 included the adoption of an updated fee schedule based on the International Code Council Building Valuation Data Table

Discussion Items:

- Update to the process of determining the valuation and subsequent fees for a project
- Update to the Fire and Life Safety fee schedule to include a fire suppression and fire alarm system fee schedule
- Reduction in the fee for residential/WUI plan review

International Code Council Building Valuation Data Table (BVD):

- The International Code Council publishes all the model codes adopted by building and fire agencies such as the International Building Code and the International Fire Code.
- The BVD table provides the average construction costs per square foot, which can be used to determine permit fees for a jurisdiction.
- The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year.
- The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.
- The Douglas County Building Department has adopted the BVD for use in calculating the valuation of projects to determine plan review and permit fees.

EAST FORK FIRE PROTECTION DISTRICT BOARD MEETING OF MAY 21, 2024

- To continue to provide consistency within the County, East Fork Fire is proposing to use the BVD to calculate the valuation of projects to determine the District's Fire and Life Safety Plan review fee.
- The data used to determine the valuation is based on average construction costs per square foot and a permit fee multiplier.

Permit Fee Multiplier:

- The permit fee multiplier is determined based on historical records of the total construction value for the previous year. The permit fee multiplier for Douglas County is supplied by the Douglas County Assessor.

Fee Determination:

- Once the valuation is calculated, it is applied to the District's adopted fee schedule to determine the Fire and Life Safety review fee.
- By utilizing the BVD, we will be removing the inconsistency that we continue to see with project valuation.
- We will also be establishing consistency with the Building Department process for determining the valuation for projects.

Authority:

- East Fork Fire Protection District Regulations:
- Section 106 Fees.
- A fee for each permit shall be paid as required, in accordance with the schedule as established by the applicable governing authority. The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include the total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the fire code official, the valuation is underestimated on the application, the permit shall be denied unless the applicant can show detailed estimates to meet the approval of the fire code official. Final permit valuation shall be set by the fire code official.

Fire Suppression and Fire Alarm System Fee Schedule:

- East Fork Fire is proposing to adopt a new fee schedule for fire suppression and alarm systems. This is not an increase but a process to follow.
- This schedule is used in other jurisdictions in the region. There is a flat fee for the system and an additional fee per fire alarm device or sprinkler head.
- By basing the fees on a flat rate and the number of fire alarm system devices or sprinkler heads that are installed, it factors in the complexity of the systems for plan review and inspection. The more fire alarm devices or fire sprinkler heads that are associated with the system, the more complex and time consuming the project.

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- This schedule would result in a more objective calculation of fees instead of using the valuation for the project.

Residential Plan Review Fee Reduction:

- The current Fire and Life Safety fee schedule does have one change. East Fork Fire is proposing to reduce the fee for residential/WUI plan review.
- Due to the adoption of Chapter 5 of the Wildland Urban Interface Code into the Regulations, the original fee was based on the time required for plan review and the subsequent inspections for the project.
- The signing of the Memorandum of Understanding with the Douglas County Building Department resulted in reduced field inspections performed by East Fork Fire; therefore, we feel the reduction of the fee from \$1,200.00 to \$400.00 is equitable and appropriate based on community concern.

Summary:

- This is a change to establish one consistent objective process for determining project valuation within Douglas County.
- This reduces the fee specific to the residential/WUI plan review and inspection from \$1,200.00 to \$400.00.
- This does not include a change or increase in the existing fee schedule for the Fire and Life Safety Plan review.

Secretary Mike Sommers asked when the reduced residential/WUI plan review and inspection fee would go into effect if adopted.

Deputy Chief Ray stated July 1, 2024. The second reading will take place at next month's Board meeting.

Secretary Sommers asked if the reduced fee would be retroactive for applications that are in progress.

Deputy Chief Ray stated no.

Secretary Sommers stated in the Board packet there was a table included outlining the life safety review fees. He asked why the fee increases significantly from the \$7,000,000 value to the next value.

Deputy Chief Ray stated there are inconsistencies with the formula that was used to establish the table. She proposed at one time to update the table to include a system using the same multiplier but decided to address this issue first. There are many inconsistencies because the formula is not consistent. The table was established prior to her employment with East Fork Fire.

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President John Bellona asked if there is a future plan to address the inconsistencies.

Deputy Chief Ray stated she would like to update the table. She stated an increase in fees may apply in some areas when updating the table because of the formula. The first step would be to establish a process.

President Bellona opened public comment.

Shayma Gross, a local resident voiced her concerns with the fees and requirements for the plan review process. She wants to be fire safe. She suggested a couple options, so homeowners can make improvements. She thanked the Board for all their time and all they do for the District.

There was no further public comment.

Public comment closed.

District Fire Chief Tod Carlini stated the District continues to try to align with Douglas County Building Department. The County and District have come together on projects.

District Fire Chief Carlini thanked Ms. Gross for her public comment. The District is trying to address the concern over the WUI fee by dropping the fee to \$400. The MOU with the County has allowed the District to lower the fee. The District continues to work together with the County.

Deputy Chief Ray explained what the fee covers (WUI review, access review, vegetation plan, etc.) The table applies to residential if there was a residential sprinkler system installed. 90% of the table applies to commercial property.

President Bellona stated no motion is taken. This is the first reading.

16. For Possible Action. Discussion and possible action on the adoption of Resolution 2024R-003, which augments the fiscal year 2023-2024 budget for \$311,687 to the General Fund in order to appropriate and amend previously unbudgeted resources and use of contingency funds in the amount of \$75,000 for loss in ambulance billables revenue. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 minutes.

Director of Finance Julie Andress stated this resolution arguments FY 23/24 in the amount of \$311,687.

Director of Finance Andress outlined the augment adjustments below:

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- Intergovernmental revenue for grants brought forward today for the Fuels Management program
- Utilizing \$75,000 of contingent funds to offset the reduction in ambulance billables
- \$9,500 donations received and previously approved by the Board
- Insurance money received for the roof at Station 2 and 7

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt of Resolution 2024R-003, which augments the fiscal year 2023-2024 budget for \$311,687 to the General Fund in order to appropriate and amend previously unbudgeted resources and use of contingency funds in the amount of \$75,000 for loss in ambulance billables revenue.

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

17. For Possible Action. Public Hearing, discussion and possible action to adopt and approve the District’s Final Budget for Fiscal Year 2024-2025 in the amount of \$27,967,747, which includes all funds and reserves, and all matters related thereto. (Tod F. Carlini, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 minutes.

District Fire Chief Tod Carlini and Director of Finance Julie Andress prepared a PowerPoint for the final budget presentation and adoption. Many of the prior actions were to prepare for the final budget. The augmentation was one of the smallest augmentations. The presentation is a compare/contrast of the tentative budget presented in March including the Capital Improvement Plan and any other changes.

Below is the outline of the District’s Final Budget for Fiscal Year 2024-2025 PowerPoint presentation:

Budget hearing:

- NRS 354.596(4), requires a public budget hearing for the FY 24/25 budget.
- Review/discuss:
 - Changes to the tentative budget

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- Highlights of the FY 24/25 budget
- The changes are outlined in the Board packet with the detailed budget, budget notes and budget prepared on State approved forms.

The District has received the State Department of Taxation approval of the tentative budget.

District Fire Chief Carlini stated this year has been one of the more challenging years in respect to revenue calculations.

Revenue Changes:

- Reduced Ad Valorum (Property Taxes) by (\$28,280)
- The reduction was done in consultation with Douglas County Chief Financial Officer (Kathy Lewis) and Assessor
- The anticipated growth in Ad Valorum for FY 24/25 is 5.75% (The county is considering less but Ms. Lewis felt this is a reasonable number)
- The growth in Ad Valorum for FY 23/24 was 10.3%
- Consolidated sales tax was increased by \$62,622
- Despite the increase difference between the tentative budget and the final budget, we are seeing an overall decrease of (1%) between the FY 23/24 and FY 24/25 Budgets
- This decrease may be a result of Douglas County now being a non-guaranteed county

District Fire Chief Carlini stated it is hard to say changing to a non-guaranteed county is the reason for the decrease, but it's suspected. Other counties have had a similar effect. It was offered by taxation to have a trial period for 1 year, but the County chose to not do that. The decision to non-guarantee was not decided by the East Fork Fire Protection District Board, it was a Douglas County decision.

- The District is bringing forward a FEMA Public Assistance Grant award for the March 2022 Winter Storm Event in the amount of \$71,570
- The District is receiving the last 75% Emergency Management Performance Grant (EMPG) that was associated with the past Emergency Management contract. The loss of the Emergency Management contract is having an impact on revenue sources
- After a very long process, the District is anticipating receiving the funds in FY 24/25
- FEMA has transferred the funds to the State of Nevada, who will make the actual disbursements
- Increasing Fire and Life Safety Plan Review and Permit revenue by \$77,676
- In consultation with Fire Prevention staff, construction of both commercial and residential work remains strong

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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- Additionally, some revenue increase will be attributed to the fee schedule process as to how projects are assigned a value (The information provided in the Board packet was not accurate. The increase is not because of a rate increase it's the process)
- Anticipating a small increase in GEMT Funding of \$25,000 for FY 24/25
- GEMT funding is now in its 8th year
- Federal and State Medicaid are spending more time with claim audits and soliciting more information for them than in the past. This is very important. The District hires a consultant to prepare the audit, make the submission to Medicaid and work with the federal auditors.
- Provided an additional \$50,000 allocation in Fuels Management revenue in relation to the seasonal personnel
- Secured Fuels Management grant funding for this program in the amount of \$445,225. In the budget, the NV Energy line item has been replaced with Fuel Management.
- The additional allocation will fund seasonal personnel necessary to complete grant funded projects currently awarded.
- Nevada Environmental (a third-party consultant) has hired the District to perform work for Alpine County, who is receiving funds from the federal government for restoration after the Tamarack Fire.

Secretary Sommers asked if the District has a contract with Alpine County.

District Fire Carlini stated the District has a contract with Nevada Environmental (a third-party contractor). An Alpine County Grants Coordinator recommended East Fork Fire Protection District to the Nevada Environmental.

Secretary Sommers asked if Nevada Environmental works with other counties.

Executive Program Manager Hein stated

- Reduced the sale of excess property by (\$2,500)
- Over the last few years, the District has reduced the amount of excess property via public auction and sales to other fire agencies
- In other words, the District "cleaned house"
- Further reduced EMS billable claims by (\$21,143)
- This new billable baseline reflects only a 1% increase of \$144,000 which will generate an estimated \$58,000 in actual revenue
- This increase is attributed to an increase in rates of 5.5% based on medical CPI
- In FY 23/24, the District had to reduce EMS billable claims via two augmentations by (\$480,000)
- These reductions in billable claims resulted in a loss of (\$200,000) in FY 23/24
- Regional agencies appear to be experiencing similar circumstances

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President John Bellona asked if there are ups and downs with the number of charts or has it flatlined.

District Fire Chief Carlini stated at this time its flatlined, which is the challenge. In 2018/2019, it was even, 2021, 2022 and 2023 there was an increase but because of Covid, there was funding available that covered some of the costs which resulted in individuals being less hesitant to seek medical care. He explained only after the changes in the billables were made was the flatlining of billables and collection noticed. It is difficult to project increases that will go beyond the means.

- As discussed with the presentation of the Capital Improvement Plan (CIP), the District is bringing forward the loan/bond proceeds into a spendable position in the amount of \$2,994,284
- These funds are allocated via the approved CIP and are represented in the FY 24/25 budget under Capital Improvements
- These funds are restricted for capital use only

Net Change In Revenue

- The net change in revenue between the tentative and final budget is a reduction of (\$121,842)

Expenditures Changes

Changes in Wages and Benefits include:

- Reduction of 3 full time employee (FTE) positions
- Reduction of 1/2 FTE over-hire which is filling a retirement position earlier than anticipated
- Increase of \$89,000 in Worker's Compensation coverage due to a modifier increase but still less than PACT. It is concerning that the modifier increased but personnel decreased

Secretary Sommers asked how big of increase was the modifier

District Fire Chief Carlini stated he does not have that information on him but will provide that to Secretary Sommers after the meeting. But it's due to the modification factor.

Secretary Sommers stated the modifier is usually done on a 5-year wage and claims history. Is there any potential to see larger claims drop off in the new rating/upcoming year or is there an average number of claims each year.

District Fire Chief Carlini stated the contract will be brought forward in June and all those questions will be answered.

Continued Expenditure Changes

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Services and supplies increased by \$129,724 to account for:

- Slight increase in negotiated labor contract costs
- Addition of two seasonal (4 month) positions (100% grant funded)
- Recommendation for changes in the Administrative and Finance Division in terms of looking into adding a shared position
- Wages and benefits net decrease (\$306,116)

Services and supplies increased by \$129,724 to account for:

- Increased vehicles parts costs
- Outside maintenance repair costs
- Radio user fees contracted with Douglas County (District Fire Chief Carlini and Deputy Chief Larry Goss are in negotiations with the County to come up with an agreement. The desire is to bring a contract before the Board in June)
- Recommended outsourcing EMS billing services (the cost difference is something that can't continue to be ignored)

Capital expenditures were further supported by using unallocated bond fund appropriations in the amount of \$50,000:

- These funds will be used to support purchase of state mandated EMS communications equipment (radios) for five rescue ambulances

Contingency balance decreased by (\$2,646) due to total operating expenditures decrease

- The contingency percentage has remained at 1.5%
- Contingency \$319,216

The District was able to increase ending fund balance by \$107,196

- The Fund balance increased from 10.41% to 11% of operating expenditures
- This is the first time in the past 8 years we had to “dip” into reserves
- The goal and challenge for the Fire District is to restore an ending fund balance of 12.5% which is reflective of the 8-year average under self-governance
- The ideal ending fund balance would be 16.6% (2 months of operation which is allowed by the State.)
- The District has been able to maintain a 14-15% ending fund balance.

Ending Fund Balance:

- \$2,340,917
- District Chief Carlini went over the key points on funding items involved in the ending fund balance. Some of the items are 1-year funded items. Next year some of the funded items will not move over to next year.

Net Change in Expenditures:

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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- The net change in expenditures between the tentative and final budget is a reduction of (\$121,842)

General Fund: \$ 25,291,356
Ending Fund Balance: \$ 2,340,917
Total General Fund: \$ 27,632,273

Emergency Fund: \$ 335,474

Total FY 24/25 Budget: \$ 27,967,747

Next steps:

- May 21, 2024 – Public hearing, presentation, and approval of Final Budget
- June 1, 2024– Final Budget submitted to State
- July 1, 2024 – New fiscal year begins

President Bellona thanked District Fire Chief Carlini and Director of Finance Andress for the presentation.

Secretary Sommers stated additional revenues need to be researched moving forward. He understands there are costs in the year ahead that won't be there the following year but there are always unforeseen costs. The District needs to start researching insured increases in revenues.

Director Barbara Griffin stated this is a position the District never wanted to be in. The impact on lives is painful. The situation is very difficult and am very sorry to be at this point. This is not an easy decision.

President Bellona stated two of the major issues are voter approved issues. One of those issues being the property tax cap, which influences District revenues.

President Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to adopt and approve the District's Final Budget for Fiscal Year 2024-2025 in the amount of \$27,967,747, which includes all funds and reserves, and all matters related thereto.

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

18. 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. (John Bellona, President) 5 minutes.

Captain Kevin May noted:

- Gave an update on the first successful Youth Fire Academy hosted at the new “Fraser Training Center”
- Thanked all the Youth Fire Academy sponsors:
 - East Fork Fire Protection District
 - East Fork Fire Professional Firefighters Association
 - Fire Vent, Carson City
 - BA Shields, Sparks
 - Kacey Sommers, Dickeson Realty
 - SMG Fire Consultants
 - Simerson Construction
 - Douglas County Rodeo
 - Carson Valley Inn
 - Hortons and Hunt
 - Grocery Outlet, Gardnerville
 - US Foods, Reno
 - Costco, Carson City
 - Raleys, Carson City
- Thanked all that volunteered at the Youth Fire Academy and assisted in getting ready for the event:
 - Lisa Owen
 - Holly Megee
 - Erica Amatore
 - Steven Milich
 - Garrett Alvey
 - The 30 plus staff members
 - Katie Dorsey for arranging the mobile snow cone trailer who provided free snow cones to all attendees
 - Captain Aaron Leising and his on-duty crew
 - Captain Steve Koontz and his on-duty crew

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Thanked the Fraser family for the donation of the mobile BBQ.

Captain May stated it was an amazing event.

President Bellona asked if he plans to offer this next year.

Captain May stated that is the plan but has not had a chance to meet with the Chiefs and Director of Administrative Services Lisa Owen.

Director Jacques Etchegoyhen thanked Captain May for his outstanding job. This is critical for the future.

19. 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. (John Bellona, President) 5 minutes.

Volunteer Liaison Elaine Pace noted:

- She is the LEPC representative, and the District was awarded a \$34,000 grant for HazMat equipment
- Volunteers working on wildland recertification
- Waiting on 8 background checks for new volunteers and then will finish their logistics classes

20. 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. (John Bellona, President) 10 minutes.

Legal Counsel Mark Forsberg noted:

- No report

Executive Program Manager Tom Hein noted:

- Will be applying for additional grants
- Attending a grant workshop
- Vehicle maintenance continues to be a work in progress
- Ladder truck is back at Station 12
- CRBR is near completion on all the storm repair damage except for roofs for Station 7 and 2

CFO/Director of Finance Julie Andress noted:

- Working on final budget
- Working on ending projections for FY 23/24
- Grant billings

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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- Prepare for fiscal year end

Director of Administrative Services Lisa Owen noted:

- Working on the Deputy Fire Chief of Operations recruitment
- Captains Assessment Center held the past week to establish a promotion list
- Appreciates the light duty employees helping in the office

Secretary Sommers asked how many applications were received for Deputy Fire Chief of Operations.

Director of Administrative Services Owen stated there were 30 applications received. There may be 10-12 that are invited to interview.

Secretary Sommers asked who evaluates the applications.

Director of Administrative Services Owen stated the District does the review to determine the qualified applicants.

Director Barbara Griffin asked where most of the applicants are located.

Director of Administrative Services Owen stated the majority are from California and Nevada.

Deputy Chief/Fire Marshal Amy Ray noted:

- Continue to receive residential and commercial plan submittals
- Working well with the Building Department
- Assisting with the Fire Investigation 210 class

President Bellona asked if the Fire Investigation 210 class was full.

Deputy Chief Ray stated as of now there are 15 people signed up for the class.

Deputy Chief of Training and Safety Larry Goss noted:

- Filling the Battalion Chief vacancy with Battalion Chief Matt Hill
- Individuals in the academy are doing great

Captain May stated the academy graduation will be held on June 14, 2024, at the Minden Mercantile.

Secretary Mike Sommers noted:

- No report

Director Bernard Curtis noted:

- No report

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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President John Bellona noted:

- No report

Director Jacques Etchegoyhen noted:

- No report

Director Barbara Griffin noted:

- Wished Director Bernard Curtis a happy birthday
- Would like an item on the agenda to hold a discussion on the upcoming District Fire Chief vacancy

President Bellona asked Legal Counsel Forsberg if the discussion needed to be a closed session or public.

Legal Counsel Forsberg stated it can be discussed at a public meeting because it is general information about the process.

Secretary Sommers stated he would like President Bellona to reach out to the Board members a few days ahead of each meeting to inquire if they would like anything on the agenda.

President Bellona said that can be done.

Legal Counsel Forsberg suggested the agenda requests be submitted more than a few days before the meeting. There needs to be time for posting the agenda.

President John Bellona noted:

- Thanked all involved in the Fraser Training Center dedication
- Thanked Captain May for all his work with the Youth Fire Academy

District Fire Chief Tod Carlini noted:

- The Youth Fire Academy was a wonderful event
- Great to see the current Academy part of the Youth Fire Academy

Director of Administrative Services Owen stated her 17-year-old grandson attended the Youth Fire Academy and really enjoyed it.

Volunteer Liaison Pace stated the volunteers will be attending the Fishing Derby.

CLOSING PUBLIC COMMENT (No Action)

President John Bellona opened public comment.

There was no closing public comment.

**EAST FORK FIRE PROTECTION DISTRICT BOARD
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Public comment closed.

ADJOURNMENT

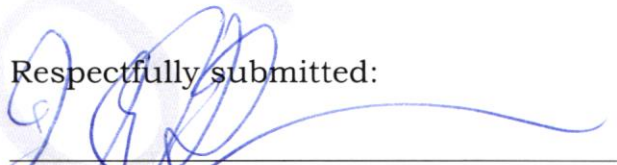
21. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, President) 5 minutes.

MOTION to adjourn; carried.

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


There being no further business to come before the Board, at 4:08 PM the meeting was adjourned.

Respectfully submitted:



John Bellona, President
East Fork Fire Protection District

ATTEST:



Holly Megee, Board Clerk
East Fork Fire Protection District