

East Fork Fire Protection District



District Board Meeting
Agenda and Supporting Information for
The Meeting of July 21, 2026

EAST FORK FIRE PROTECTION DISTRICT

1694 County Road
Minden, Nevada 89423

Meeting Agenda

John Bellona, Director, District 1
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Nathan Leising, Secretary, District 4
Michael Sommers, President, District 5

Alan Ernst, District Fire Chief

Jolene Polish, Board Clerk

Tuesday, July 21, 2026

1:00 PM Board Meeting

To attend virtually-Contact Jolene Polish
In person-1694 County Road, Minden

MISSION STATEMENT

"Serving the Fire and Life Safety Needs of Our Community"

Meeting Notice and Access

The East Fork Fire Protection District Board meeting will be conducted in person and electronically. The public may attend in person at the East Fork Fire Protection District Administrative Office, 1694 County Road, Minden, Nevada, or participate electronically. To receive electronic meeting access information, please contact Jolene Polish prior to the day of the meeting at 775-782-9040 or jpolish@eastforkfire.org.

Public Comment

Public comment may be submitted in advance by email and will be accepted through the day before the meeting. Written public comment should be emailed to Jolene Polish at jpolish@eastforkfire.org prior to the meeting date to be included in the official meeting record. Members of the public who require assistance submitting public comment may contact Jolene Polish at 775-782-9040.

Agenda Availability

The finalized agenda will be posted at the East Fork Fire Protection District Administrative Office. The agenda and supporting materials are also available electronically at:

<https://eastforkfire.org>
<https://notice.nv.gov>

Electronic copies may be requested by contacting jpolish@eastforkfire.org.

Agenda Items

Agenda items may be taken out of order, combined, or removed at the discretion of the Board. Items designated "for possible action" may be discussed and acted upon, including approval, modification, denial, no action, or continuance.

Public Participation

The Board is committed to conducting meetings in a professional and respectful manner and encourages public participation in accordance with Nevada Open Meeting Law.

Accommodation Notice

Pursuant to NRS 241, persons with disabilities who require special accommodations are requested to contact Jolene Polish at 775-782-9040 or in writing at 1694 County Road, Minden, Nevada 89423, at least 20 hours prior to the meeting.

**EAST FORK FIRE PROTECTION DISTRICT
1694 COUNTY ROAD
MINDEN, NEVADA
FINAL AGENDA
July 21, 2026**

BOARD MEETING

1:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE – Director Barbara Griffin

OPENING PUBLIC COMMENT (No Action)

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

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

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

ADMINISTRATIVE AGENDA

The Administrative Calendar will be 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.
- (5.) Once the Board has concluded their discussion, 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.

On agenda items that are listed as a “for presentation only” with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

- 1. For Possible Action.** Discussion and possible action to approve the 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. (Michael Sommers, President) 5 Minutes.
- 2. For Possible Action.** Discussion and possible action to approve the draft meeting minutes for the June 16, 2026, meeting of the East Fork Fire Protection District Board of Directors. (Michael Sommers, President) 5 Minutes.
- 3. For Possible Action.** Discussion and possible action to approve the draft meeting minutes for the June 30, 2026, special meeting of the East Fork Fire Protection District Board of Directors. (Michael Sommers, President) 5 Minutes.

CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless separate consideration is requested 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.

- 4. For Possible Action.** Approval of Consent Calendar Items A-F. (Alan Ernst, District Fire Chief) 5 Minutes.
 - A. For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of June 30, 2026. (Julie Andress, Director of Finance/CFO)
 - B. For Possible Action.** Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
 - C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
 - D. For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid for in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
 - E. For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the

period of May 2026 in the amount of \$21,849.45. (Julie Andress, Director of Finance/CFO)

- F. For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of April 2026. (Julie Andress, Director of Finance/CFO)

NEW BUSINESS

- 5. For Possible Action.** Discussion and possible action to approve Policy 602.4 – Pets in District Facilities, establishing clear expectations and requirements regarding pets, service animals, and authorized working dogs within East Fork Fire Protection District facilities. (Alan Ernst, District Fire Chief) 15 Minutes.
- 6. For Possible Action.** Discussion and possible action to approve revisions to Policy 605.16 – Additional Compensation for FLSA Exempt/Non-Represented Employees During Reimbursable Emergency Responses and authorize the Fire Chief to implement the revised policy. (Alan Ernst, District Fire Chief) 10 Minutes.
- 7. For Possible Action.** Discussion and possible action to approve Policy 608.1 – Progressive Discipline for Volunteer Personnel. This policy establishes a consistent framework for addressing volunteer disciplinary matters by aligning volunteer discipline with the District's Employee Development and Performance Program (EDPP). (Alan Ernst, District Fire Chief) 15 Minutes.
- 8. For Possible Action.** Discussion and possible action to authorize the District Fire Chief to implement a Resident/Sleeper Volunteer Firefighter position to enhance volunteer staffing, improve emergency response capabilities, and support operational readiness throughout the District. (Alan Ernst, District Fire Chief) 10 Minutes.
- 9. For Possible Action.** Discussion and possible action to give the District Fire Chief approval to fill the vacant full-time Office Specialist I position with a non-PERS eligible Hourly Office Specialist I (Part Time) position, not to exceed 1,039 hours and \$31,531 annually. This action does not increase the District's authorized staffing levels. Approval is expected to result in an estimated annual personnel cost savings of approximately \$56,969 while maintaining the position within the budget at the full-time funding level. Maintaining the full-time funding provides the District with flexibility to evaluate future operational needs and, if warranted, return the position to full-time status without requiring an additional budget appropriation. (Holly Megee, Director of Administrative Services) 15 Minutes.
- 10. For Possible Action.** Discussion and possible action to approve the job description for an Hourly Office Specialist I (Part-Time) position. (Holly Megee, Director of Administrative Services) 10 Minutes
- 11. For Possible Action.** Discussion and possible action to approve the renewal of a five-year agreement with Ready Rebound for injury recovery and healthcare

navigation services. The agreement will remain at an annual cost of \$17,430.10 during Years 1 through 3, with increases in Years 4 and 5 as provided in the agreement. The total cost over the five-year term, October 1, 2026, through September 30, 2031, shall not exceed \$89,809.30 and authorize the Fire Chief to execute the agreement and any related documents. (Brad Driscoll, Division Chief) 15 Minutes

12. For Possible Action. Discussion and possible action to approve an amendment to the Fee and Rate Schedule adopted by Resolution No. 2026R-003R presented at the June 16, 2026, Board meeting. The amendment is to establish the FY 2026/2027 mileage reimbursement rate from \$37.52 to \$39.29. This amendment is administrative in nature and does not modify any other provisions of the adopted Fee and Rate Schedule. (Julie Andress, Director of Finance/CFO) 10 Minutes.

13. For Possible Action. Discussion and possible action to authorize the purchase of a demo model Arctic 2500 trailer mounted breathing air compressor for the price of \$134,995 which supports the approved 5-year Capital Improvement Plan (CIP). (Alan Ernst, District Fire Chief) 10 Minutes.

REPORTS AND PRESENTATIONS

14. For Presentation Only. Budget Summary for month ending June 2026. (Julie Andress, Director of Finance/CFO) 5 Minutes.

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

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

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

CLOSING 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 has not already been taken. (Michael Sommers, President)

ADJOURNMENT

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

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action:** Discussion and possible action to approve the 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. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** Motion to approve the meeting agenda for July 21, 2026.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Board Clerk
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Initial Meeting Business
7. **Background Information:** The Board of Directors is required to approve the meeting agenda prior to the commencement of business. 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.

Agenda Item # 01

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the draft meeting minutes for the June 16, 2026, meeting of the East Fork Fire Protection District Board of Directors. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** Motion to approve the minutes of the June 16, 2026, meeting.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Board Clerk
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Initial Meeting Business
7. **Background Information:** The Board of Directors is required to approve the minutes of the previous meeting. The previous meeting was held on June 16, 2026. Attached are the draft minutes.

Agenda Item # 02

DRAFT

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, June 16, 2026, in person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, Director, District 1 (Online)
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Nathan Leising, Secretary, District 4
Mike Sommers, President, District 5

Staff:

Alan Ernst, District Fire Chief
Larry Goss, Deputy Fire Chief/Business Operations
Amy Ray, Deputy Fire Chief/Fire Marshal
Michael Shockey, Deputy Fire Chief/Emergency Operations
Brad Driscoll, Division Chief/Risk Management/Safety
Anthony Seghieri, Executive Program Manager
Holly Megee, Director of Administrative Services
Julie Andress, Director of Finance/CFO
Mark Forsberg, District Legal Counsel
Jolene Polish, Board Clerk

Additional attendees that addressed the Board:

Adam Wennhold, East Fork Professional Firefighters Association Vice President
Justin Grimm, East Fork Professional Firefighters Association President
Jared Rossi, LP Insurance Services
Paul Azevedo, East Fork Fire Protection District Captain
Kurt Hildebrand, Record Courier
Doug Johnson, Douglas County Resident
Chris Lang, East Fork Volunteer Firefighters Association President

CALL TO ORDER

President Michael Sommers

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Director John Bellona 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 Board President or other presiding officers 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 open for public comment.

For members of the public not being 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 Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

ADMINISTRATIVE AGENDA

The Administrative Calendar handled as follows:

1. The Secretary 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. Discussion and possible action to approve the 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. (Michael Sommers, President) 5 Minutes.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the meeting agenda for June 16, 2026.

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

APPROVAL OF PREVIOUS MINUTES

2. For Possible Action. Discussion and possible action to approve the draft meeting minutes for the May 19, 2026, meeting of the East Fork Fire Protection District Board of Directors. (Michael Sommers, President) 5 Minutes.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the draft meeting minutes for the May 19, 2026, meeting of the East Fork Fire Protection District Board of Directors.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barbara Griffin
SECOND BY:	Nathan Leising
AYES:	Bellona, Curtis, Griffin, Leising, Sommers
NAYS:	
ABSTAIN:	
ABSENT:	

CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless separate consideration is requested 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.

3. For Possible Action. Discussion and possible action to approve the Consent Calendar Items A-F. (Alan Ernst, District Fire Chief) 5 Minutes.

- A. For Possible Action. Discussion and possible action to accept the report on general ledger cash balances as of May 31, 2026. (Julie Andress, Director of Finance/CFO)**
- B. For Possible Action. Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in May 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)**
- C. For Possible Action. Discussion and possible action to approve payroll expenses paid in May 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)**
- D. For Possible Action. Discussion and possible action to approve the Procurement Card Transactions paid for in May 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)**
- E. For Possible Action. Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of April 2026 in the amount of \$333,101.56. (Julie Andress, Director of Finance/CFO)**
- F. For Possible Action. Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of March 2026. (Julie Andress, Director of Finance/CFO)**

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the Consent Calendar Items A-F.

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

NEW BUSINESS

4. For Possible Action. Discussion and possible action to approve the updated Battalion Chief job description. (Brad Driscoll, Division Chief) 15 Minutes.

Division Chief Brad Driscoll presented proposed updates to the Battalion Chief and Captain job descriptions. He explained the revisions are intended to align the job descriptions with the District's task books and create a more comprehensive career development path, making promotional requirements clearer for employees. The updates also revise certain training requirements from "required" to "additionally desired" to provide flexibility when courses are unavailable due to state scheduling or other unforeseen circumstances. In addition, the revisions recognize equivalent training as determined by the District Fire Chief, allowing the District to accommodate state course name changes without requiring future Board approval for minor administrative updates.

President Michael Sommers asked if the proposed revisions were intended to formalize the District's current practices while also anticipating future needs.

Division Chief Driscoll responded the revisions provide administrative flexibility, eliminating the need to return to the Board for minor updates or equivalent training changes.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the new updated Battalion Chief job description.

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

5. For Possible Action. Discussion and possible action to approve the updated Captain job description. (Brad Driscoll, Division Chief) 15 Minutes.

Division Chief Brad Driscoll stated the proposed revisions are consistent with the previous item and incorporate the same changes and rationale discussed earlier.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the updated Captain job description

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

6. For Possible Action. Discussion and possible action to authorize the submission and acceptance if awarded, of a Fiscal Year 2026 Assistance to Firefighters Grant (AFG) application in the amount of \$212,448.65, with a required District match of \$19,313.51 (10%), for firefighter safety equipment, training, communications equipment, and a PPE washer/extractor, and to authorize the Fire Chief to execute all necessary grant application documents. (Larry Goss, Deputy Fire Chief and Brad Driscoll) 15 Minutes.

Deputy Fire Chief Larry Goss reported the FEMA Assistance to Firefighters Grant (AFG) application period has reopened. Staff developed and submitted grant applications for projects aligned with FEMA's funding priorities, including 31 sets of turnout gear to support the District's upcoming replacement cycle, confined space awareness training, replacement of older radios with P25-capable communication equipment, and the purchase of a second PPE washer/extractor to accommodate increasing operational demands and decontamination needs following extended incidents.

Director Bernard Curtis asked if the grant had been awarded.

President Michael Sommers clarified the item was for authorization to submit the grant application.

Director Curtis confirmed the request pertained only to the application process and noted the District would be competing with other agencies for funding if awarded.

District Fire Chief Alan Ernst explained the Assistance to Firefighters Grant is a nationwide competitive program with millions of dollars available. He added the action item also authorizes the District to accept the grant if awarded, eliminating the need to return to the Board for acceptance.

Director Barbara Griffin expressed appreciation for staff pursuing the funding opportunity and commented on the importance of the grant.

President Sommers asked if the application requires an inventory of the equipment being requested.

Deputy Fire Chief Goss responded the application requires an inventory of existing PPE, including the number of turnout gear sets and their manufacture dates, to demonstrate the District's replacement needs. He noted the requested turnout gear aligns with the District's 2028 replacement schedule.

President Sommers asked if the grant allows funding for replacement of expired turnout gear.

Deputy Fire Chief Goss confirmed it does.

President Sommers also asked if training is an eligible expense under the grant.

Deputy Fire Chief Goss confirmed training is included as an eligible component.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to authorize the submission and acceptance if awarded, of a Fiscal Year 2026 Assistance to Firefighters Grant (AFG) application in the amount of \$212,448.65, with a required District match of \$19,313.51 (10%), for firefighter safety equipment, training, communications equipment, and a PPE washer/extractor, and to authorize the Fire Chief to execute all necessary grant application documents.

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

7. For Possible Action. Discussion and possible action to determine that certain fire apparatus and vehicles owned by the District are no longer required for a public purpose, that disposal of the property is desirable and in the best interest of the District, and to approve disposal of the property in accordance with NRS 332.185. (Larry Goss, Deputy Chief Business Operations) 10 Minutes.

Deputy Fire Chief Larry Goss explained the proposed surplus equipment is part of the apparatus replacement plan approved by the Board last year, which

included the sale of excess apparatus and returned revenue to the vehicle replacement fund. The current list includes several utility vehicles, including one no longer mechanically serviceable, Nevada Division of Forestry vehicles that have not met operational needs, a ladder truck with maintenance costs disproportionate to its use, and a surplus Type 3 engine from the reserve fleet.

Director Barbara Griffin commented she believed Director Bernard Curtis had served on the Board when the ladder truck was originally purchased.

Deputy Fire Chief Goss explained the ladder truck was an excellent apparatus when acquired; however, it was purchased during a period of rapidly changing technology, and many of its systems are now outdated.

District Fire Chief Alan Ernst added the manufacturer no longer readily produces replacement parts, making repairs increasingly difficult. He noted the apparatus has seen minimal use during his tenure, with most of its recent mileage consisting of trips to the repair shop.

Director Bernard Curtis asked if a ladder truck could be obtained through neighboring agencies if needed.

Deputy Fire Chief Goss stated neighboring agencies, including Carson City and Tahoe Douglas, maintain ladder trucks and provide regional mutual aid support when an aerial apparatus is needed.

Secretary Nathan Leising asked if the ladder truck would be sold through an auction or another method.

District Fire Chief Ernst explained the District plans to use a third-party broker rather than a public auction to better market the apparatus to fire service agencies.

Deputy Fire Chief Goss added the District has already received preliminary interest in the vehicle.

Director John Bellona asked if the District intends to replace the ladder truck with another aerial apparatus in the future.

District Fire Chief Ernst explained the District does not plan to replace the ladder truck. Instead, the long-term strategy is to transition to a squad/heavy rescue model by equipping existing vehicles to perform most truck company functions. He noted the District can meet most operational needs with ground ladders and existing apparatus, while aerial resources remain available through mutual aid agreements with neighboring agencies.

Director Bellona expressed support for the strategy, commenting the ladder truck's primary purpose was serving large commercial structures and that the

proposed approach is appropriate given the District's fire prevention efforts and available mutual aid resources.

Director Curtis asked if any data center developments are planned within the District.

Deputy Fire Chief/Fire Marshal Amy Ray reported an application for a data center in an existing building had recently been submitted but was withdrawn because it did not meet county zoning requirements.

Director Curtis suggested future data center developments could potentially contribute toward the cost of specialized fire protection equipment if warranted.

District Fire Chief Ernst stated the District continues to evaluate how new development affects service demands and works with developers to ensure adequate fire protection for both their facilities and the surrounding community.

President Sommers asked if the District is evaluating additional vehicles and equipment for future surplus disposition.

Deputy Fire Chief Goss explained staff continuously reviews fleet utilization and operational needs. He stated many older light-duty vehicles are underutilized and identified modernization of the light vehicle fleet as the remaining priority within the District's apparatus replacement plan. He noted the Type 1 engines, ambulance fleet, and Type 3 engines are in good condition through recent replacement and refurbishment efforts, allowing the current focus to shift to light-duty vehicles.

President Sommers sought clarification that the Board's action applied only to the five vehicles identified on the agenda.

Director Griffin asked District Legal Counsel Mark Forsberg if the agenda language limited the Board's action to those specific vehicles.

District Legal Counsel Forsberg confirmed the Board's action applies only to the five vehicles listed for approval under the agenda item.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to determine that the fire apparatus and vehicles identified on the attached surplus list are no longer required for a public purpose, that disposal of the property is desirable and in the best interest of the East Fork Fire

Protection District, and to approve the disposal of the property in accordance with NRS 332.185, including by sale at public auction, transfer, donation, or other lawful means as authorized by statute.

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

8. For Possible Action. Discussion and possible action to purchase two (2) Chevrolet Colorado 4x4 pickup trucks to replace an aging staff vehicle and update the Fire Prevention fleet at a cost of \$38,300 and \$43,868.25, for a total expenditure of \$82,168.25, on or after July 1, 2026. (Larry Goss, Deputy Chief) 10 Minutes.

Deputy Fire Chief Larry Goss explained the two proposed vehicles would be assigned to the Fire Prevention Division. He noted current Prevention staff operate a 2008 Chevrolet Tahoe and an older 1990s pickup. He stated the Tahoe, assigned to an investigator who also transports turnout gear, would be replaced to support a clean-cab approach similar to fire apparatus, moving PPE out of passenger compartments. He added the replacement vehicles would modernize the fleet, noting the current units have high mileage, faded striping, and deteriorating paint. He emphasized the intent is to ensure Fire Prevention staff have reliable, safe, and professional-looking vehicles when working in the community.

Director Barbara Griffin sought clarification the vehicles are already included in the approved budget.

District Fire Chief Alan Ernst confirmed and explained the item was scheduled for action after July 1 to align with the new fiscal year and allow issuance of the purchase order upon approval.

President Michael Sommers asked if the replacement vehicles would be white.

District Fire Chief Ernst confirmed they would be white.

President Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to the purchase of two (2) Chevrolet Colorado 4x4 pickup trucks to replace an aging staff vehicle and update the Fire Prevention fleet at a cost of

\$38,300 and \$43,868.25, for a total expenditure of \$82,168.25, on or after July 1, 2026.

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

9. For Possible Action. Discussion and possible action to approve the five-year Collective Bargaining Agreement between the East Fork Fire Protection District ("East Fork") and the East Fork Professional Firefighters Association ("Non-Supervisory"), and to authorize the District Fire Chief to execute the agreement on behalf of the District. The estimated fiscal impact of the agreement is approximately \$445,496 in Year 1, \$458,861 in Year 2, and \$472,627 in Year 3, for a cumulative estimated cost of \$1,376,984 over the first three years of the five-year agreement. The agreement is projected to increase labor-related expenditure by an average of 3.0% annually as a result of the negotiated terms. (Alan Ernst, District Fire Chief) 20 Minutes.

District Fire Chief Alan Ernst presented the proposed 2026–2031 Collective Bargaining Agreement (CBA) for the East Fork Professional Firefighters General Association. He explained negotiations began on February 11, 2026, and concluded on March 26, 2026, with a tentative agreement reached after four negotiation sessions. He thanked the Association and Local leadership for their cooperation throughout the process and noted both parties dedicated significant time to preparation, proposals, and negotiations. Chief Ernst stated the initial negotiation sessions focused on reviewing the District's budget to establish a shared understanding of the District's financial condition, operational priorities, and the Association's interests. He added alternating meeting locations between the District office and the Association hall helped foster collaboration and trust.

District Fire Chief Ernst stated the proposed agreement complies with Nevada Revised Statutes (NRS 288.153), requiring approval at a public meeting and disclosure of the fiscal impact. He explained the contract structure was refined by adding and removing articles where appropriate, while formatting was completed internally. The agreement also contains several appendices referenced throughout the document.

District Fire Chief Ernst summarized the major provisions of the agreement, including:

- A five-year collective bargaining agreement with selected articles designated for future reopening.
- Three percent (3%) annual wage increases during the first three years.

- A Year 3 reopener to negotiate wages and other provisions for Years 4 and 5 due to uncertainty in future economic conditions.
- 34 articles remaining unchanged.
- 37 articles receiving negotiated revisions.
- Four appendices updated through negotiations.
- Funding for the agreement fully incorporated into the District's adopted FY 2026-27 budget.
- Continued support for positive labor relations, employee recruitment and retention, and maintaining a competitive workforce.

President Michael Sommers asked if the 71 changed articles would reduce the scope of future negotiations.

District Fire Chief Ernst stated is the intent, explaining the parties worked to resolve long-standing issues during this negotiation cycle while recognizing future negotiations could revisit provisions as necessary.

District Fire Chief Ernst reported the bargaining unit consists of 83 represented employees and outlined the estimated fiscal impact:

- FY 2026-27: \$445,496
- FY 2027-28: \$458,861
- FY 2028-29: \$472,627

for a three-year total of \$1,376,984. He noted the financial impact for Years 4 and 5 will be determined during the Year 3 reopener.

District Fire Ernst reviewed the contract articles designated for reopening, explaining the rationale for each:

- Article 8 (Nevada PERS): Reopens automatically if employer contribution rates change.
- Article 17 (Drug and Alcohol): Reopened to allow additional time to modernize the policy and address evolving legal and operational considerations.
- Article 20 (Wages): Reopened during Year 3 to negotiate compensation for Years 4 and 5.
- Articles 34 and 41 (Tuition Reimbursement and Professional Development Leave): Additional discussion is needed to restructure these benefits for both employees and the District.
- Article 48 (Employee Life and Health Insurance): Reopens if insurance rates increase by 20 percent or more.
- Article 68 (Lateral Transfers): Reopened to further develop language supporting lateral recruitment.
- Article 70 (Wildland Fuels): Reopened to expand language recognizing the District's growing Wildland Fuels program.

President Sommers asked if Articles 68 and 70 could instead be addressed through a Memorandum of Understanding rather than reopening the agreement.

District Fire Chief Ernst stated an MOU could be used if both parties agreed to that approach.

District Fire Chief Ernst highlighted several notable negotiated changes:

- Article 29 – Training and Safety Assignment
 - Updates the language to recognize the Administrative Captain position created during the District reorganization.
 - Incorporates provisions previously addressed through a Memorandum of Understanding.
- Article 37 – Sick Leave
 - Reduces the eligibility for sick leave payout upon separation from nine years of service to five years.
 - Allows annual cash-out of up to 72 hours for 56-hour employees and 40 hours for 40-hour employees at straight-time pay.
 - Explained the change benefits both employees and the District by reducing overtime costs associated with employees using accumulated sick leave before separation.
- Article 52 – Staffing
 - Revises minimum daily staffing from 21 to 20 to reflect the Administrative Captain restructuring.
 - Continues to recognize three Administrative Captain positions.
- Article 61 – Probationary Period
 - Adds language allowing probationary periods to be extended when employees demonstrate progress but require additional time to meet performance expectations.
 - Requires a formal performance improvement plan to accompany any extension.

Director Barbara Griffin asked if the probation extension included a maximum duration.

District Fire Chief Ernst stated the extension is limited to 90 days or 30 shifts and must include a documented performance improvement plan to provide accountability and clear expectations for both the employee and the District.

District Fire Chief Ernst continued reviewing additional changes:

- Article 63 – Long-Term Acting Assignments
 - Eliminates temporary promotions and replaces them with long-term acting assignments.
 - Explained the change provides greater flexibility, allows multiple employees to gain supervisory experience during extended vacancies, and strengthens succession planning.
- Article 67 – Flight Paramedic

- Incorporates language recognizing the District's partnership supporting the Air 12 Flight Paramedic program.
- Replaces previous Station Habitability language.

Director Griffin asked if the agreement limits the number of Flight Paramedics assigned to the program.

District Fire Chief Ernst explained the District currently staffs three Flight Paramedics with at least one trained relief member when possible. He confirmed the agreement does not limit future participation and stated the program will continue as long as it remains financially supported.

Director Griffin commented the Flight Paramedic partnership is an excellent benefit for the District and expressed appreciation for its continued inclusion in the agreement.

District Fire Chief Ernst also explained several provisions are being moved from the Collective Bargaining Agreement into Meet and Confer policies, including:

- Drug and Alcohol Policy.
- Corrective and Disciplinary Process.
- Employee Development and Performance Program.

He stated the changes maintain employee participation in policy development while allowing administrative updates without requiring formal contract amendments.

District Fire Chief Ernst concluded by recommending the Board approve the 2026–2031 Collective Bargaining Agreement and authorize the District Fire Chief to execute the agreement on behalf of the District.

Director Griffin commented the collective bargaining process has changed significantly during her tenure on the Board, evolving from a more contentious process into one characterized by collaboration and mutual respect. She expressed appreciation for the progress made by both labor and management and stated the proposed agreement reflects those positive improvements.

President Sommers remarked the agreement provides stability for the District over the next several years while allowing future Boards the opportunity to address economic conditions through the scheduled reopeners.

President Michael Sommers opened public comment.

Adam Wennhold, Vice President, East Fork Professional Firefighters Association, speaking on behalf of Justin Grimm, President, East Fork Professional Firefighters Association, the negotiations team, the Executive Board, and the Association membership, thanked District Fire Chief Ernst for a collaborative and transparent bargaining process. He stated the agreement

establishes a strong foundation for the next five years and expressed confidence that using targeted reopeners for specific articles will make future negotiations more efficient than renegotiating the entire agreement. Vice President Wennhold also thanked Battalion Chief Matt Hill, the Association's lead negotiator, for his leadership throughout the process.

President Michael Sommers asked how the negotiations process was received by the Association membership.

Justin Grimm, President, East Fork Professional Firefighters Association, responded the negotiations were well received.

President Sommers asked if the membership was satisfied with the agreement.

Vice President Wennhold stated the agreement was successfully ratified by the membership.

Secretary Nathan Leising stated he appreciated the emphasis on long-term employee benefits in addition to wage increases, noting the importance of retirement and healthcare benefits over the course of an employee's career.

Vice President Wennhold acknowledged the increasing costs faced by both employees and the District and expressed his commitment to continuing collaborative discussions regarding future benefit considerations.

President Sommers thanked the Association for its partnership and contributions toward the District's continued growth and success.

Public comment closed.

MOTION to approve the five-year Collective Bargaining Agreement between the East Fork Fire Protection District ("East Fork") and the East Fork Professional Firefighters Association ("Non-Supervisory"), and to authorize the District Fire Chief to execute the agreement on behalf of the District. The estimated fiscal impact of the agreement is approximately \$445,496 in Year 1, \$458,861 in Year 2, and \$472,627 in Year 3, for a cumulative estimated cost of \$1,376,984 over the first three years of the five-year agreement. The agreement is projected to increase labor-related expenditures by an average of 3.0% annually as a result of the negotiated terms.

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

10. For Possible Action. Discussion and possible action to approve the five-year Collective Bargaining Agreement between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and to authorize the District Fire Chief to execute the agreement on behalf of the District. The estimated fiscal impact of the agreement is approximately \$29,827 in Year 1, \$30,722 in Year 2, and \$31,643 in Year 3, for a cumulative estimated cost of \$92,192 over the first three years of the five-year agreement. The agreement is projected to increase labor-related expenditure by an average of 3.0% annually as a result of the negotiated terms. (Alan Ernst, District Fire Chief) 20 Minutes.

District Fire Chief Alan Ernst explained the Battalion Chiefs are represented by a separate bargaining unit with its own collective bargaining agreement. He stated negotiations for both bargaining units were conducted concurrently, which streamlined the process and promoted consistency between the agreements. He noted the Battalion Chief agreement includes the same 3% annual wage increases for the first three years, with nearly all provisions remaining consistent with the “non-supervisory” agreement. He added the few differences are identified in the Board packet.

Director Barbara Griffin thanked District Fire Chief Ernst for his work on the agreement and commented she appreciated the streamlined format and the more efficient negotiation process.

President Michael Sommers opened public comment.

Adam Wennhold, Vice President, East Fork Professional Firefighters Association, noted the bargaining unit represented under this agreement consists of only three members.

Public comment closed.

MOTION to approve the five-year Collective Bargaining Agreement between the East Fork Fire Protection District (“East Fork”) and the East Fork Professional Firefighters Association (“Supervisory”) and to authorize the District Fire Chief to execute the agreement on behalf of the District. The estimated fiscal impact of the agreement is approximately \$29,827 in Year 1, \$30,722 in Year 2, and \$31,643 in Year 3, for a cumulative estimated cost of \$92,192 over the first three years of the five-year agreement. The agreement is projected to increase labor-related expenditure by an average of 3.0% annually as a result of the negotiated terms.

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

11. For Possible Action. Discussion and possible action to approve the Non-Represented Employee Pay Plan consistent with the terms of the five-year Collective Bargaining Agreements and authorize the District Fire Chief to execute the agreements and any related administrative documents on behalf of the District. The estimated fiscal impact of the agreement is approximately \$113,609 in Year 1, \$117,017 in Year 2, and \$120,528 in Year 3, for a cumulative estimated cost of \$351,154 over the first three years of the five-year agreement. The agreement is projected to increase labor-related expenditure by an average of 3.0% annually. (Alan Ernst, District Fire Chief) 20 Minutes.

District Fire Chief Alan Ernst presented the proposed wage adjustment for unrepresented employees. He thanked the East Fork Professional Firefighters Association for recognizing the Board's longstanding "me too" approach, which extends negotiated wage increases to unrepresented personnel. He explained this practice helps maintain internal pay equity, avoids compensation compression, and supports positive labor relations. Chief Ernst noted the negotiated fiscal impact had already been incorporated into the adopted budget. He stated the item simply applies the approved wage increases to the District's unrepresented employees.

Director Barbara Griffin expressed support for extending the negotiated wage increases to unrepresented employees. She stated the District functions as one team and maintaining consistency among employee groups promotes unity and positive working relationships. She added she was pleased with the collaborative approach and the progress made.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the Non-Represented Employee Pay Plan consistent with the terms of the five-year Collective Bargaining Agreements and authorize the District Fire Chief to execute the agreements and any related administrative documents on behalf of the District. The estimated fiscal impact of the agreement is approximately \$113,609 in Year 1, \$117,017 in Year 2, and \$120,528 in Year 3, for a cumulative estimated cost of \$351,154 over the first

three years of the five-year agreement. The agreement is projected to increase labor-related expenditure by an average of 3.0% annually.

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

12. For Possible Action. Discussion and possible action on the adoption of Resolution 2026R-003, which establishes incident reimbursement, restitution, equipment, vehicle and EMS event standby agreement, and medical billing rate schedule for the East Fork Fire Protection District effective July 1, 2026. (Julie Andress, Director of Finance/CFO)15 Minutes.

Director of Finance/CFO Julie Andress presented the resolution establishing the District's updated reimbursement rate schedule. She explained the schedule provides standardized rates for incident cost recovery, restitution, personnel, equipment, and EMS medical billing. Ms. Andress stated the updates ensure consistent application of reimbursement rates across the District. She noted personnel rates reflect the recently approved 3% wage increase, equipment and vehicle rates were adjusted using the Western Region Consumer Price Index of 3.5%, and EMS medical billing rates were updated using the 3.4% Western Region Consumer Price Index.

Secretary Nathan Leising asked if the adopted rates would be used to recover costs from responsible parties for incidents such as illegal burns.

District Fire Chief Alan Ernst confirmed the District is currently using the reimbursement schedule for restitution and reported staff had issued three cost recovery bills during the previous month. He explained the process includes issuing a stop order at the scene, documenting personnel and equipment utilized, and billing the responsible party for the District's response costs.

President Michael Sommers asked about the "Air/Light Unit" listed in the equipment schedule.

Director of Finance/CFO Andress explained the entry was included for future equipment acquisitions.

President Sommers asked if the listing included Air 12.

District Fire Chief Ernst clarified the Air/Light Unit refers to a mobile air compressor and lighting apparatus used to refill SCBA cylinders and provide scene lighting, not the Air 12 helicopter.

President Sommers asked if helicopter response costs would be billed through the District once Air 12 becomes operational.

District Fire Chief Ernst explained helicopter billing will be handled independently by the helicopter provider. He added the provider has committed not to charge the District for its use, although it may seek reimbursement directly through eligible state or federal incidents when applicable.

President Sommers acknowledged the helicopter provider would establish its own billing rates independent of the District.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the Resolution 2026R-003, which establishes an incident reimbursement, restitution, equipment, vehicle and EMS event standby agreement, and medical billing rate schedule for the East Fork Fire Protection District effective July 1, 2026.

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

President Michael Sommers asked about the duration of the established billing rates, specifically if they are set on an annual basis.

District Fire Chief Alan Ernst stated the rates are typically reviewed and adjusted annually to account for inflation and other cost factors.

13. For Possible Action. Discussion and possible action to approve the District's annual Workers' Compensation Insurance Program for Fiscal Year 2026/2027 as proposed by 7710 Insurance. The District budgeted an annual premium cost of \$1,211,256, with the understanding that the final premium may increase by up to 10% based on underwriting and market conditions. Approval would also authorize the District Fire Chief to execute all related insurance documents on behalf of the District upon receipt. (Brad Driscoll, Division Chief) 15 Minutes.

Division Chief Brad Driscoll presented the renewal of the District's workers' compensation program and introduced broker Jared Rossi with LP Insurance Services to provide an update and answer questions.

President Michael Sommers welcomed Mr. Rossi.

Jared Rossi, LP Insurance Services, reported on the workers' compensation renewal effective July 1, 2026. He explained the current carrier, 7710, initially issued a non-renewal notice for all fire districts nationwide but later rescinded the action after the state of Nevada intervened, requiring reinstatement of coverage. He noted the carrier only resumed work on the renewal process in early June following reinstatement.

Mr. Rossi stated the final premium has not yet been calculated. He reported the District's payroll basis for the renewal is approximately \$2.885 million and indicated the final rate will be based on the District's experience modification factor. He added the Division of Insurance has advised there should not be significant rate increases.

President Sommers asked about the timeline for final premium issuance.

Mr. Rossi responded the carrier has approximately 14 days remaining to finalize and issue the premium.

President Sommers asked what occurs if the carrier does not meet the deadline.

Mr. Rossi stated the carrier is required to comply under direction of the Division of Insurance and has already acknowledged reinstatement; he indicated the premium will be issued.

Director Barbara Griffin asked if the District should be concerned about coverage stability given the carrier's intent to exit the market.

Division Chief Driscoll responded the carrier remains obligated to provide coverage and services, though he noted operational concern due to staffing reductions after the carrier initially attempted to exit the fire program and is now rehiring personnel. He stated service delivery is required, though internal staffing structure is managed by the carrier.

Director of Administrative Services Holly Megee noted the District continues to work closely with its third-party administrator, Benchmark, on a near-daily basis. Ms. Megee expressed confidence in continued service stability. She also referenced the District's positive ongoing relationship with Ready Rebound as part of its return-to-work and recovery program support.

Director Griffin expressed concern regarding the carrier's withdrawal and noted prior positive experiences with the program and service partners.

Director of Administrative Services Megee confirmed Ready Rebound remains active and continues to work directly with the District, and the District would maintain that relationship even if the carrier structure changes.

President Sommers summarized the structure of the program, confirming 7710 serves as the program manager, Benchmark functions as the third-party administrator, and Ready Rebound operates as a separate but related rehabilitation service provider. He confirmed responsibility for coverage remains with the program structure regardless of internal contracting relationships.

Jared Rossi confirmed the structure described was accurate and explained Benchmark remains financially stable. He reiterated 7710 made a business decision to withdraw from the fire insurance class at a national level, while coverage administration and claims handling remain in place.

President Michael Sommers requested staff notify the Board once the final premium from 7710 is received.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the District's annual Workers' Compensation Insurance Program for Fiscal Year 2026/2027 as proposed by 7710 Insurance. The District budgeted an annual premium cost of \$1,211,256, with the understanding that the final premium may increase by up to 10% based on underwriting and market conditions. Approval would also authorize the District Fire Chief to execute all related insurance documents on behalf of the District upon receipt.

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

REPORTS AND PRESENTATIONS

14. For Presentation Only. Budget Summary for month ending May 2026. (Julie Andress, Director of Finance/CFO) 5 Minutes.

Director of Finance/CFO Julie Andress presented the monthly financial report through May 31, 2026, and provided the following update:

- 91% of the fiscal year has elapsed.
- Revenues are at 75% of budget.
- Expenditures are at 76% of budget, indicating revenues and expenditures remain closely aligned.
- Ad valorem tax revenues have been received through April.
- Consolidated tax revenues have been received through March.
- The District is still waiting the GEMT cost report reimbursement, which is taking longer than anticipated.
- Staff continues to monitor year-end financial projections and will work with District Fire Chief Alan Ernst to evaluate expected year-end results as additional revenues are received.

President Michael Sommers asked if staff expects to have a clearer picture of the District's fiscal year-end financial position by mid-August.

Director of Finance/CFO Andress responded affirmatively, explaining the District has a 60-day period after June 30 to finalize financial activity before working with the auditors on the annual financial report. She stated staff expects to have a more complete picture of the District's year-end financial position once all remaining revenues and expenditures have been recorded.

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

No report.

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

Due to technical difficulty this report was given during the next item.

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

Holly Megee, Director of Administrative Services noted:

- Recruitment for Volunteer Apparatus Operators remains open as a continuous recruitment to support the District's volunteer program.

- Recruitment for the Deputy Fire Chief position is currently underway and scheduled to close on June 28, 2026.
- As of the meeting, nine candidates had begun the application process for the Deputy Fire Chief position.
- Recruitment for an Office Specialist I position will be posted during the week to fill a vacancy created by Office Specialist Shelby Stanton leaving the District.

Director Barbara Griffin expressed disappointment over Shelby's departure and commended her for her outstanding work and dedication to the District. She stated Shelby had done an excellent job and would be missed.

Julie Andress, Director of Finance/CFO noted:

- The District received its FY 2026–2027 budget compliance letter from the Nevada Department of Taxation. She stated the letter confirms the District's budget submission met all required compliance standards and expressed appreciation that the budget review was completed without issues.

Anthony Seghieri, Executive Program Manager noted:

- The District's Wildland and Fuels Crew programs are fully staffed and prepared for the 2026 fire season.
- Personnel not assigned to wildfire incidents are actively working on fuels reduction projects.
- The past month focused primarily on pre-season training and academy participation.
- Wildland and Fuels Crew personnel participated in four training academies:
 - Rookie Firefighter Academy
 - Engine Operator Academy
 - Tree Falling Academy
 - Natural Resources Academy
- All seasonal employees completed the Rookie Firefighter Academy.
- Full-time personnel participated in the Engine Operator, Tree Falling, and Natural Resources academies.
- The training was well received, and participants successfully completed their coursework.
- The Genoa Hand Crew is fully staffed and operational.
 - The crew is currently assigned to the Segal Fire.
 - The crew has completed two off-district assignments.
 - Due to a regional shortage of hand crews throughout the Great Basin, the crew continues to receive regular assignments.
- The Wildland and Fuels Crew programs continue to operate under available disaster funding.
- The Genoa Grant has been extended through September 2026, with approximately \$70,000 remaining.

- Work has begun under the Community Wildfire Protection Plan (CWPP) subaward, with approximately \$23,000 available for reimbursement as work is completed.
- The Clear Creek pre-contract was executed in the amount of \$52,312.
- Staff plans to coordinate a field tour for Board members to visit an active fuels reduction project and observe the progress made through the District's Wildland Fuels program.

Director Barbara Griffin asked if the Wildland and Fuels Crew programs have been fully staffed.

Executive Program Manager Seghieri confirmed all positions have been filled, including:

- Eight seasonal fuels crew members are assigned to the Genoa Hand Crew.
- Two full-time personnel assigned to the Fuels Crew.
- A full-time Engine Boss scheduled to begin on July 1, bringing both wildland engine crews to full staffing.

Director Griffin commented the program has been a tremendous success.

Executive Program Manager Seghieri agreed and stated the program continues to perform well and remains in a strong operational position.

Brad Driscoll, Division Chief/Risk Management/Safety noted:

- The District had one work-related injury requiring medical treatment and resulting in lost time.
- Two additional injury reports were documented that did not require treatment.
- Zero reported vehicle accidents during the reporting period.
- June's safety topic is on hot weather preparedness to help personnel prepare for increasing temperatures and wildland fire assignments.
- Captain Repan partnered with the U.S. Forest Service and Carson City Fire Department to assist with training new U.S. Forest Service firefighters, including first-time turnout gear orientation.
- Members of the Training Division, including Captain Repan and Division Chief Driscoll, provided instruction during the joint training.
- District personnel also had the opportunity to serve as instructors, allowing newer firefighters to gain experience teaching and mentoring other firefighters.
- The Fuels Division, led by Executive Program Manager Anthony Seghieri, coordinated a large-area regional wildland response exercise on June 3. The exercise included regional partner agencies and focused on incident command, coordination, and field operations for large-scale wildland fire response.
- He thanked the Training and Fuels Divisions for their efforts in supporting these training opportunities and regional partnerships.

Larry Goss, Deputy Fire Chief/Business Operations noted:

- The District has taken delivery of the two staff vehicles approved by the Board at the May meeting.
- The vehicles will be sent for emergency equipment upfitting following the start of the new fiscal year.
- The newly remounted ambulance has been placed into service.
- The District's fleet continues to improve as modernization efforts move forward and equipment is prepared for service.

Deputy Fire Chief Goss thanked the Board and District staff for their support throughout his tenure. He expressed his appreciation for the opportunity to serve the District and reflected positively on his experience as he prepares for retirement.

President Michael Sommers thanked Deputy Fire Chief Goss for his dedicated service to the District and expressed appreciation for his many contributions throughout his career.

Amy Ray, Deputy Fire Chief/Fire Marshal noted:

- The District newsletter has been redesigned to include:
 - Fire Prevention activity and plan review statistics.
 - Seasonal public safety messages.
 - Wildland fire preparedness information.
 - Grilling and outdoor fire safety reminders.
 - Future newsletters will continue to include public safety messaging and will be shared through additional public outreach efforts.
- The Buckeye Farms development remains under plan review and includes:
 - Approximately 531 residential units.
 - Single-family residences and commercial development within a village center.
 - The project is actively under review, although no construction timeline has been established.

Director Bernard Curtis asked if there was litigation involving the Buckeye Farms development.

Deputy Fire Chief Ray responded she was not aware of any litigation and explained her role is limited to reviewing plans and providing comments during the development review process.

Deputy Fire Chief Ray noted another project currently under review:

- Cloud Nine Development near Foothill Road and Centerville Lane, consisting of:
 - Nine large residential lots.

- Lot sizes ranging from three to five acres, with one parcel anticipated to be subdivided into two-acre lots.
- Fire hydrants throughout the development.
- Residential fire sprinkler systems planned for most homes due to their size.
- Multiple meetings already held with the developer.
- Two points of vehicle access from Centerville Lane and Foothill Road.

Secretary Nathan Leising asked if the project is located across from the Sheridan subdivision.

Deputy Fire Chief Ray confirmed the location and reiterated the planned fire protection features.

Director Barbara Griffin asked about the size of the residential lots.

Deputy Fire Chief Ray stated the lots range from three to five acres, with one parcel expected to be divided into two-acre lots.

President Michael Sommers asked how many lots are included in the development.

Deputy Fire Chief Ray stated the project consists of nine residential lots.

President Sommers asked if the development would be gated.

Deputy Fire Chief Ray stated she was not aware of any plans for a gated community but confirmed there will be two access points into the subdivision.

Director Griffin asked if there is a single developer for the project.

Deputy Fire Chief Ray explained the property owner intends to develop the lots primarily for family members, with the possibility of future expansion onto the adjacent parcel.

Deputy Fire Chief Ray attended the Silver State Women in Fire (SSWIF) event with three District staff members and District apparatus:

- The event included participation from eight fire service organizations.
- Twenty-eight participants attended.
- Training stations included:
 - Rooftop ventilation.
 - Chainsaw operations.
 - Forcible entry.
 - Confined space operations.
 - Water supply and ladder operations.
 - Vehicle extrication using nine donated vehicles.

- Three \$250 educational scholarships were awarded to participants pursuing fire service or EMS education.
- The event was funded primarily through donations, including a \$10,000 contribution from Switch, along with support from regional fire chiefs' associations.
- Deputy Fire Chief Ray expressed appreciation for the support received from neighboring agencies and District leadership.

President Sommers asked if Deputy Fire Chief Ray participated in the vehicle extrication training.

Deputy Fire Chief Ray stated she observed the training but did not personally operate the extrication equipment.

President Sommers thanked Deputy Fire Chief Ray, her staff, and District Fire Chief Alan Ernst for their efforts in working with Douglas County to adopt the District's updated fire codes.

Deputy Fire Chief Ray acknowledged the recognition and added the adoption process was completed successfully.

Director Curtis asked if the code adoption process had been contentious.

Deputy Fire Chief Ray stated the process was straightforward, requiring only a brief presentation before receiving approval.

District Fire Chief Alan Ernst commented that the successful outcome reflected the benefits of open communication and collaboration.

President Sommers expressed hope the updated codes will support safe and efficient future development throughout the District.

Secretary Leising commented the Buckeye Farms development may present opportunities for future discussions with the developer regarding fire protection needs associated with approximately 500 new residential units.

District Fire Chief Ernst stated the District will evaluate those impacts through its development impact study process.

Director Griffin asked about the status of Nothing Bundt Cakes.

Deputy Fire Chief Ray reported the business is nearing completion and expected to open soon. She also noted Captain Patrick Mooneyhan is recovering from shoulder surgery, requiring Fire Prevention staff to temporarily assume additional inspection and plan review responsibilities.

President Michael Sommers asked about the size of the new lumber yard development near Johnson Lane.

Deputy Fire Chief Ray reported:

- The largest planned building is approximately 140,000 square feet.
- Two buildings have been approved.
- Two additional buildings remain under review.

Michael Shockey, Deputy Chief of Emergency Operations noted:

- Fire activity is increasing across the region as fire season progresses.
- During the Board meeting, the on-duty Battalion Chief was coordinating the deployment of two District resources for pre-positioning in the Northern Operations area:
 - One resource from the Fuels Division.
 - One resource from Emergency Operations.
- Lightning activity over the previous weekend resulted in several fire starts.
- The Bureau of Land Management (BLM) conducted an aerial reconnaissance of the Pine Nut Mountains following the lightning event.
- The Segal Fire, located on the Smith Valley side of the mountain, had grown to approximately 52 acres and was 75% contained as of that morning. Fire crews anticipated achieving 100% containment by the end of the day.

Director Bernard Curtis expressed gratitude the fire had been kept out of his district.

Deputy Fire Chief Shockey stated it had.

District Fire Chief Alan Ernst noted additional lightning activity was forecast later in the week.

Deputy Fire Chief Shockey acknowledged additional lightning was possible on Thursday.

President Michael Sommers requested an update on the status of Air 12.

Deputy Fire Chief Shockey stated:

- The District has completed the primary administrative requirement within its control by obtaining the required BLM Cooperative Agreement needed for the inspection process.
- Remaining steps depend on scheduling and approvals from outside agencies.
- Because several portions of the certification process remain outside the District's control, he was not comfortable providing an estimated operational date.

District Fire Chief Ernst added:

- A new helicopter has been acquired specifically for the Air 12 program and will be stationed at Station 12.
- Pilot training is scheduled for the following week.
- Training operations will include water dipping exercises at Topaz Lake and the use of the pumpkin, with assistance from District volunteers.
- The federal carding and certification process remains underway and could require approximately 30 to 90 days to complete.
- The District and its federal partners remain committed to placing Air 12 into service as quickly as possible.

President Sommers commented he hopes the helicopter becomes operational as soon as possible.

Director Barbara Griffin asked if call volume has increased, noting recent activity appears especially busy.

Deputy Fire Chief Shockey responded monthly call volume remains relatively consistent at approximately 600 calls per month, although wildfire-related incidents have begun increasing with the start of fire season.

District Fire Chief Ernst added the District has recently responded to several significant incidents, contributing to the increased operational activity. He highlighted a recent serious burn injury in which the helicopter transported a patient directly from a local restaurant to UC Davis for specialized treatment, demonstrating the value of advanced air medical resources available to the community.

Director Griffin thanked District Fire Chief Ernst for providing regular operational updates, stating the information helps Board members respond to questions from the public and remain informed about District activities.

Chris Lang, East Fork Volunteer Firefighters Association President gave his report at this time for Item 16 and noted:

- Volunteers participated in four community events during the past month, representing both the District and the Volunteer Firefighters Association, including:
 - The Douglas County Sheriff's Office Open House.
 - Two days at the Kids Fishing Derby.
 - Carson Valley Days.
- Volunteers responded to five fire incidents during the reporting period, including:
 - The Jobs Peak structure fire.
 - The East Fork Transfer Station (dump) fire.
- Volunteers will assist with Air 12 training by helping establish a water dip site at Pumpkin Hollow for helicopter operations.
- Upcoming volunteer activities include:

- Station 3 Fourth of July Barbecue.
- Station 8 Community Event on August 15.
- Station 9 Community Event planned for September.
- Assisting the East Fork Ember Foundation with the Mud Run on September 12.
- Supporting the Airport SkyFest scheduled for October.

Bernard Curtis, Director noted:

- Wally Adams, former Genoa Fire Department Fire Chief, passed away on June 10.
- Former Fire Chief Adams also served for many years as a Nevada State Brand Inspector before his retirement.
- Funeral services are scheduled for Friday.

Director Curtis invited anyone interested in attending the services to contact him after the meeting for additional details.

Barbara Griffin, Director noted:

- She was pleased to return from vacation and appreciated the opportunity to be back with the Board and District staff.

Director Griffin encouraged everyone to remain after the meeting to enjoy cake in recognition of several occasions, including:

- Director Bernard Curtis's recent birthday.
- Secretary Nathan Leising's upcoming birthday.
- District Fire Chief Alan Ernst's recent birthday.
- Deputy Fire Chief Larry Goss's upcoming retirement and years of dedicated service to the District.

She thanked Deputy Fire Chief Goss for his many years of service and contributions to the District.

Nathan Leising, Secretary noted:

- Expressed appreciation for the operational updates provided by District staff. He commented the reports provide valuable insight into District activities and noted he also follows incidents through PulsePoint but appreciates receiving updates directly from staff.

John Bellona, Director noted:

- No report.

Mark Forsberg, Legal Counsel noted:

- No report.

Alan Ernst, District Fire Chief noted:

- Commended District staff, labor representatives, and the Board for their collaborative efforts in completing the FY 2026-2027 budget and

collective bargaining negotiations before the start of the wildland fire season.

- Recognized Deputy Fire Chief Larry Goss for attending his final Board meeting prior to retirement and stated he will be formally recognized and celebrated at the following month's meeting.
- Announced the District newsletter has been redesigned with assistance from administrative staff to improve communication with both employees and the public.
- Reported the newsletter is now posted on the District website and distributed to District retirees whenever contact information is available to help keep them informed of District activities.
- Invited Board members to provide suggestions for future newsletter improvements, noting the publication is intended to remain a useful and evolving communication tool.

Director Barbara Griffin asked if Board members would also receive the updated newsletter.

District Fire Chief Ernst confirmed Board members will receive the newsletter.

President Michael Sommers asked if the District tracks website traffic for the newsletter.

District Fire Chief Ernst stated the information is available and staff can provide website usage statistics in the future.

District Fire Chief Ernst invited EMS Captain Paul Azevedo to provide an update regarding a recently awarded grant.

EMS Captain Paul Azevedo reported:

- With assistance from Deputy Fire Chief Larry Goss, the District applied for a rural Nevada training grant.
- The District was notified the previous day the application was successful.
- The grant will provide \$33,000 in funding:
- \$11,000 for each of three paramedic students during the upcoming year.
- The grant program is expected to continue through 2029, allowing the District to seek additional funding for future students.
- Five to six additional employees are anticipated to enter paramedic school over the next three years.
- Grant funding will supplement the District's training budget, allowing additional training opportunities beyond paramedic education.
- East Fork Fire hires employees at the EMT level, with completion of paramedic school required within 48 months, making the grant a significant long-term financial benefit.

Director Barbara Griffin acknowledged how the District has made substantial progress in supporting paramedic education, noting employees previously paid

those educational expenses themselves. She congratulated staff on securing the grant.

EMS Captain Paul Azevedo added the District and the East Fork Professional Firefighters Association have worked together to improve the process for employees attending paramedic school, including compensation, scheduling, and training leave, resulting in a more effective program.

President Michael Sommers asked if flight paramedics receive additional specialized certification.

District Fire Chief Alan Ernst explained:

- Flight paramedics complete critical care certification through the District's partnership with Battle Born.
- The advanced training enhances employees' skills while serving on engines and rescue apparatus.

President Sommers thanked District staff for their continued efforts to enhance emergency medical services and protect the community.

Secretary Nathan Leising asked if employees who previously completed flight paramedic training retain their certification and if it requires renewal.

District Fire Chief Ernst stated former flight paramedics may remain qualified to fill in when needed, depending on certification status.

EMS Captain Azevedo explained certification renewal requirements vary by credential, with some requiring annual renewal and others following different renewal cycles through continuing education.

District Fire Chief Ernst update on the District's fuels program noting:

- The District recently executed a contract with Clear Creek to assign one wildland engine to fuels reduction projects throughout the summer.
- The District retains full operational control of the engine and may reassign it to emergency incidents whenever needed.
- The agreement allows the District to bill a daily rate for work performed on the project.
- Encouraged Board members to participate in a future field tour of active fuels reduction projects.
- Reported he and Deputy Fire Chief Shockey recently visited the Sierra Country Estates project and were impressed with the progress.
- Credited the District's partnership with the Nevada Division of Forestry (NDF) for expanding available resources and increasing the effectiveness of fuels reduction work throughout the District.

Executive Program Manager Seghieri added multiple NDF resources, including engines, an inmate crew, and the Genoa Hand Crew, are assigned to District projects, providing significant support.

Michael Sommers, President noted:

- No report.

CLOSING PUBLIC COMMENT (No Action)

President Michael Sommers opened public comment.

Kurt Hildebrand, Record Courier, provided public comment noting the upcoming 30-year anniversary of the Autumn Hills Fire, which occurred in late June or early July, and the five-year anniversary of the Tamarack Fire. Mr. Hildebrand stated he would verify the exact date of the Autumn Hills Fire anniversary.

Doug Johnson, Douglas County Resident provided public comment regarding his involvement with the Carson Water Sub-Conservancy District. Mr. Johnson reported the five-county Board, which includes Alpine County, is planning a tour of Smelter Creek next month. He noted the tour will help raise awareness and support potential grant funding opportunities for needed projects. Mr. Johnson also shared he recently realized he has served on the Board for 15 years and commented on how quickly time has passed.

President Michael Sommers commented on the importance of reflecting on past events and using those experiences as opportunities to learn, grow, and improve District services, particularly in the area of prevention.

Deputy Fire Chief Amy Ray added she is currently working with a property owner who is proposing the construction of a one-million-gallon water tank, helicopter water tank (helitank), and helipad on the mountain behind Autumn Hills. The proposal also includes extending water lines and installing hydrants to provide additional fire protection resources for the area.

President Sommers asked which mountain the project would be located on.

Deputy Fire Chief Ray clarified the location is behind Autumn Hills.

President Sommers asked if the project would proceed through the District's standard permitting review process.

Deputy Fire Chief Ray confirmed the project would go through the full County review process, including engineering, building, and District fire prevention review.

Public comment closed.

ADJOURNMENT

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

MOTION to adjourn the East Fork Fire Protection District Board Meeting.

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

There being no further business to come before the Board, 2:41PM the meeting was adjourned.

Respectfully submitted:

Michael Sommers, President
East Fork Fire Protection District

ATTEST:

Jolene Polish, Clerk to the Board
East Fork Fire Protection District

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the draft meeting minutes for the June 30, 2026, special meeting of the East Fork Fire Protection District Board of Directors. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** Motion to approve the minutes of the June 30, 2026, special meeting.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Board Clerk
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Initial Meeting Business
7. **Background Information:** The Board of Directors is required to approve the minutes of the previous meeting(s). The special meeting was held on June 30, 2026. Attached are the draft minutes.

Agenda Item # 03

DRAFT

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, June 30, 2026, in person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, Director, District 1 (Online)
Barbara Griffin, Director, District 2
Bernard Curtis, Director, District 3
Nathan Leising, Secretary, District 4
Mike Sommers, President, District 5

Staff Present:

Alan Ernst, District Fire Chief
Holly Megee, Director of Administrative Services
Julie Andress, Director of Finance/CFO
Mark Forsberg, District Legal Counsel (Online)
Jolene Polish, Board Clerk

Additional attendees that addressed the Board:

Jared Rossi, LP Insurance Services (Online)

CALL TO ORDER

President Michael Sommers

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

President Michael 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.

Public Comment may be limited to three minutes per speaker, which will be decided by Board President or other presiding officers 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 open for public comment.

For members of the public not being 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 Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

ADMINISTRATIVE AGENDA

The Administrative Calendar handled as follows:

1. The Secretary 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. Discussion and possible action to approve the 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. (Michael Sommers, President) 5 Minutes.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the special meeting agenda for June 30, 2026.

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

NEW BUSINESS

2. For Possible Action. Discussion and possible action to authorize the District to transition its Workers' Compensation Insurance Program for Fiscal Year 2026/2027 from the current carrier, 7710, to National Council in Compensation Insurance (NCCI) upon expiration of the current policy. Because 7710 did not provide a loss-sensitive renewal quote up until Tuesday, June 23, 2026, and POOL/PACT declined to quote the District for the upcoming term, the District turned to NCCI to obtain a quote. NCCI will assign the District to a loss-sensitive carrier in the Nevada market. The District has not previously used the NCCI assignment system. The District budgeted an annual premium cost of \$1,211,256. Approval would also authorize the District Fire Chief to execute all related insurance documents on behalf of the District to implement the transition upon receipt of the final insurance documents. (Alan Ernst, District Fire Chief) 15 Minutes.

District Fire Chief Alan Ernst presented the District's workers' compensation insurance renewal:

- The item was brought back to the Board because the authorization approved at the June 16, 2026, meeting was limited to a 10% premium increase.
- The District received the final renewal quote from 7710 after the June 16th meeting.
- The renewal reflected an increase of nearly 17%, exceeding the previously approved authorization.
- Staff met with the District's insurance broker to evaluate alternative coverage options, including the Nevada State workers' compensation program.
- The District budgeted approximately \$1.2 million for workers' compensation coverage.
- The 7710 renewal premium exceeded the budget by approximately \$200,000.
- The State program uses a different payment structure:
 - An initial deposit of approximately \$193,351 is required.
 - Premiums are adjusted throughout the year based on claims experience.
 - The estimated annual premium is approximately \$966,000, based on the District's current experience rating.
- The District retained the full \$1.2 million budget because final costs may increase depending on claims during the policy year.
- The District has been satisfied with the claims administration provided by Benchmark, staff are concerned about future service levels following 7710's announced withdrawal from the market and significant staff reductions.
- The Nevada Division of Insurance authorized the District to enroll in the State program despite previously receiving a renewal quote from 7710.

- Staff believes transitioning to the State program is the most prudent option under the circumstances.

Jared Rossi, LP Insurance Services added:

- The proposal is straightforward.
- The renewal quote from 7710 was not financially competitive.
- The NCCI loss-sensitive program offered through the State provides a different premium structure, with costs adjusted according to claims experience throughout the policy period.
- The State program provides the required workers' compensation coverage at a substantially more competitive rate than the renewal offered by 7710.

President Michael Sommers asked Mr. Rossi to explain how a loss-sensitive workers' compensation program operates, including how carriers are assigned and how claim activity affects premium costs.

Mr. Rossi, LP Insurance Services, explained NCCI assigns participating employers to an approved insurance carrier, most likely Travelers or Liberty Mutual for the District's classification. The program requires an initial deposit of approximately 20% of the estimated annual premium, with premiums adjusted throughout the policy term based on actual claims experience. He further explained NCCI provides an estimated annual premium and recommends budgeting an additional 5-10% contingency but does not identify specific claim thresholds that trigger premium increases.

President Sommers expressed concern regarding the District's ability to monitor claims activity and anticipate additional premium costs during the policy year. He asked whether the District could leave the program at the end of the policy term or transition to another carrier if a better option became available.

Mr. Rossi confirmed the program operates on an annual basis and allows participants to move to another carrier if a more favorable option becomes available. He also explained stop-loss or excess insurance would require the District to become a self-insured entity and comply with the State's self-insurance requirements.

Director John Bellona asked how many Nevada entities currently participate in the loss-sensitive program.

Mr. Rossi reported approximately 11 public entities participate in the program, with several former 7710 insured entities now transitioning into the State-administered system.

District Fire Chief Ernst added East Fork Fire, Central Lyon Fire, and Truckee Meadows Fire had all elected to move from 7710 to the State workers' compensation program.

President Sommers asked whether the District could cancel the policy during the policy year if a better insurance option became available.

Mr. Rossi confirmed there were no contractual restrictions preventing the District from changing programs, although final costs would depend on claims incurred prior to cancellation.

Director of Administrative Services Holly Megee reported service from 7710 had already declined following staffing reductions. She noted District staff had begun working with unfamiliar contacts due to turnover, but Ready Rebound would continue providing employee return-to-work services under the new arrangement.

President Sommers asked whether Benchmark would continue handling existing claims.

Mr. Rossi clarified existing claims reported under 7710 would remain with 7710 and Benchmark until closed. Only new claims filed after July 1 would fall under the new program.

Director of Administrative Services Megee confirmed staff would continue working with Benchmark on existing claims. The District currently has 13 total claims for the policy year, with seven claims remaining open and approximately \$105,000 in outstanding reserves.

President Sommers expressed concern regarding timely management and closure of open claims, noting delayed claim resolution could negatively affect the District's future experience rating.

Mr. Rossi stated existing claims remain the responsibility of 7710. Staff may continue requesting regular claim updates to monitor progress.

District Fire Chief Ernst commented the loss-sensitive program may provide useful information for evaluating self-insurance in the future, although staff is not recommending self-insurance at this time.

Mr. Rossi distinguished true self-insurance from participation in a pooled program. He explained self-insured entities become their own insurance carrier and assume direct responsibility for claims. The current loss-sensitive program more closely resembles self-insurance than a traditional pooled insurance model.

Director Bellona commented the proposed program appeared to be the most practical option given the limited time available before coverage renewal.

Director Barbara Griffin agreed the District had few practical alternatives under the circumstances.

President Sommers recommended approving the policy for the current year while continuing to evaluate alternative insurance options for future coverage, including a possible January transition if a better option becomes available.

Director Bernard Curtis commented alternative carriers may be limited.

District Fire Chief Ernst agreed staff would continue monitoring insurance options while also evaluating the performance of the new program throughout the year.

President Sommers then asked about the process for binding coverage and the required deposit.

Mr. Rossi explained coverage would be bound electronically immediately following Board approval. Financial information along with the ACH authorization would need to be submitted the same day.

Director of Finance/CFO Julie Andress reported the required initial deposit was \$193,351.

Director Curtis made a motion to approve the recommendation, and Director Bellona seconded the motion.

President Sommers clarified the Board's intent was to authorize staff to bind coverage and continue evaluating future insurance options.

Director of Administrative Services Megee committed to providing the Board with an update after approximately three months of experience under the new program.

Director Griffin asked whether the motion should formally include, directing to continue evaluating future insurance options.

District Fire Chief Ernst recommended approving the motion as presented and committed staff to continue exploring alternative coverage opportunities while evaluating the new program.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to authorize the District to transition its Workers' Compensation Insurance Program for Fiscal Year 2026/2027 from the current carrier, 7710, to National Council in Compensation Insurance (NCCI) upon expiration of the current policy.

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

CLOSING PUBLIC COMMENT (No Action)

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

ADJOURNMENT

3. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Special Meeting. (Micheal Sommers, President) 5 Minutes.

MOTION to adjourn the East Fork Fire Protection District Special Board Meeting.

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

There being no further business to come before the Board, 1:32 PM the meeting was adjourned.

Respectfully submitted:

Michael Sommers, President
East Fork Fire Protection District

ATTEST:

Jolene Polish, Clerk to the Board
East Fork Fire Protection District

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the Consent Calendar Items A-F. (Alan Ernst, District Fire Chief) 5 Minutes.
2. **Recommended Motion:** Motion to approve the Consent Calendar Items A-F.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Consent Calendar
7. **Background Information:** Items appearing on the Consent Calendar are items that can be adopted with one motion unless separate consideration is requested 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. The Consent Calendar includes items A-F, which are attached.

Agenda Item # 04

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of June 30, 2026. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to accept the report on general ledger cash balances as of June 30, 2026.
3. **Funds Available:** NA **Amount:** \$4,598,319.23
Fund Name: General, Emergency **Account Number:** Various
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** The attached “Cash Cross Fund” report reflects the cash balances currently recorded in the District's general ledger or official accounting record. General ledger cash balances may differ from cash balances reported in the treasury.

Agenda Item # 04A

East Fork Fire Protection District

Cash Cross Fund Report

As of:

6/30/2026

Fund #	Fund Name	Account #	Account Description	Beginning of Month Balance	Changes	Ending of Month Balance
650	General Fund	101.650	Cash in Bank - EFFPD	520,198.41	226,781.85	746,980.26
650	General Fund	101.701	LGIP - Local Govt Investment Pool	5,275,308.81	(1,800,000.00)	3,475,308.81
650	General Fund	101.703	Reserve Account - Pitney Bowes	3,544.00	-	3,544.00
650	General Fund	102.000	Petty Cash	100.00	-	100.00
Fund Total				5,799,151.22	(1,573,218.15)	4,225,933.07
651	Emergency Fund	101.701	LGIP	372,386.16	-	372,386.16
Fund Total				372,386.16	-	372,386.16
Grand Total: 2 Funds				6,171,537.38	(1,573,218.15)	4,598,319.23

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve the receipt and filing of the list of accounts payable checks issued and cash disbursements/automatic withdrawals in June 2026 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$1,316,097.43

Fund Name: General **Account Number:** Various
4. **Prepared by:** Erica Amatore, Accounting Specialist
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** Attached is a list of checks issued for accounts payable, cash disbursements/automatic withdrawals and transfers for the dates noted above.

Agenda Item # 04B

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month (June)
Report title 2: Monthly Board Report
Created on: 7/14/2026
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Record Transfer	6/1/2026		Standard Insurance Company	817.50
Record Transfer	6/1/2026		Standard Insurance Company	3,247.92
Record Transfer	6/2/2026		Principal Life Insurance Co.	609.90
Record Transfer	6/2/2026		Cybersource	27.07
Record Transfer	6/2/2026		Waystar	1,361.84
Record Transfer	6/2/2026		7710 Insurance	90,618.67
Record Transfer	6/2/2026		AuthorizeNet	30.00
Record Transfer	6/3/2026		Aflac	1,181.44
Check	6/4/2026	15183	Absolute Software Inc	2,400.00
Check	6/4/2026	15184	Airtec Gases, LLC	112.49
Check	6/4/2026	15185	Amazon Business	1,472.11
# Check	6/4/2026	15186	Asphalt Protectors, Inc	21,040.12
Check	6/4/2026	15187	AT&T Mobility	1,949.85
Check	6/4/2026	15188	Behavioral Medicine Consultants	350.00
Check	6/4/2026	15189	Bound Tree Medical, LLC	1,850.17
Check	6/4/2026	15190	Building Services of CA & NV, LLC	525.00
Check	6/4/2026	15191	Carson Creature Catchers	3,500.00
Check	6/4/2026	15192	Cintas	210.97
Check	6/4/2026	15193	CMC Tire Inc	655.75
Check	6/4/2026	15194	Conway Communications	15,736.00
Check	6/4/2026	15195	Digital Technology Solutions, Inc. (DTS Fiber)	1,647.08
Check	6/4/2026	15196	Douglas Disposal	914.50
Check	6/4/2026	15197	First Alarm Wellness	960.00
Check	6/4/2026	15198	Flyers Energy LLC	10,191.54
Check	6/4/2026	15199	Hi-Tech EVS, Inc	335.55
Check	6/4/2026	15200	Honeywell International, Inc	4,507.88
Check	6/4/2026	15201	Hunt & Sons, Inc	291.20
Check	6/4/2026	15202	Life-Assist, Inc	1,975.40
Check	6/4/2026	15203	Lisa Owen	3,239.80
Check	6/4/2026	15204	LN Curtis	2,171.62
Check	6/4/2026	15205	Locality Media Inc. dba First Due	2,375.00
Check	6/4/2026	15206	Marshall EMS Billing	9,366.35
Check	6/4/2026	15207	Marty's Appliance Inc	1,114.00
Check	6/4/2026	15208	NDEP - BWPC	150.00
Check	6/4/2026	15209	Nevada Glass Service	3,887.90
Check	6/4/2026	15210	Nevada News Group	215.75
Check	6/4/2026	15211	NV St Dept of Public Safety	78.00
Check	6/4/2026	15212	O'Reilly Auto Parts	175.67
Check	6/4/2026	15213	Pacific Shredding	28.89
Check	6/4/2026	15214	Parts House	1,061.54
Check	6/4/2026	15215	Pestmaster Services	84.00
Check	6/4/2026	15216	Siddons-Martin Emergency Group	417.73
Check	6/4/2026	15217	Tahoe Supply Company LLC	461.68
Check	6/4/2026	15218	Town of Minden	720.47
Check	6/4/2026	15219	West Coast Code Consultants	1,312.50
Check	6/4/2026	15220	Western Extrication Specialists	1,540.00

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month (June)
Report title 2: Monthly Board Report
Created on: 7/14/2026
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Check	6/4/2026	15221	Zoll Data Systems, Inc	3,816.96
Check	6/4/2026	15222	ZOLL Medical Corporation	620.07
Record Transfer	6/9/2026		VOYA Benefit Strategies	38.95
Record Transfer	6/10/2026		State of NV - DCP	2,868.75
Record Transfer	6/12/2026		State of NV - DCP	49,346.88
Record Transfer	6/12/2026		State of NV - DCP	2,358.04
Record Transfer	6/12/2026		Optum Financial	121.20
Record Transfer	6/15/2026		VOYA Benefit Strategies	14,376.74
Record Transfer	6/15/2026		Bank of America- Checking	529.35
Record Transfer	6/15/2026		Public Employees' Retirement System of Nevada	596,033.56
Record Transfer	6/16/2026		TASC Client Services	14,217.42
Record Transfer	6/17/2026		7710 Insurance	90,618.83
Record Transfer	6/17/2026		VOYA Benefit Strategies	1,250.00
Check	6/18/2026	15223	Ace Hardware	41.97
Check	6/18/2026	15224	Airtec Gases, LLC	241.50
Check	6/18/2026	15225	Auto Zone Store 04132	50.03
Check	6/18/2026	15226	Beach & Sons Mechanical Inc	1,044.00
Check	6/18/2026	15227	Bonanza Plumbing, LLC.	2,200.00
Check	6/18/2026	15228	Bound Tree Medical, LLC	4,519.35
Check	6/18/2026	15229	Burroff and Associates, LTD	700.00
Check	6/18/2026	15230	Capital Ford	1,343.42
Check	6/18/2026	15231	CMC Tire Inc	7,785.36
# Check	6/18/2026	15232	Conway Communications	35,461.84
Check	6/18/2026	15233	Douglas County Utilities	2,058.69
Check	6/18/2026	15234	Douglas Disposal	102.32
Check	6/18/2026	15235	Fire Service Center	2,955.00
Check	6/18/2026	15236	Fire Shows West	1,950.00
Check	6/18/2026	15237	Flyers Energy LLC	1,800.69
Check	6/18/2026	15238	Gardnerville Ranchos GID	414.68
# Check	6/18/2026	15239	Honeywell International, Inc	8,500.00
Check	6/18/2026	15240	Juniper Strategies, LLC	10,948.00
Check	6/18/2026	15241	Les Schwab Tire Centers of Nevada	1,105.44
Check	6/18/2026	15242	Life-Assist, Inc	1,522.10
Check	6/18/2026	15243	LN Curtis	4,151.00
Check	6/18/2026	15244	McCandless Truck Center	117.98
Check	6/18/2026	15245	Michael Hohl Motor Company	153.10
Check	6/18/2026	15246	O'Reilly Auto Parts	1,375.68
Check	6/18/2026	15247	Oshinski & Forsberg, Ltd.	942.50
Check	6/18/2026	15248	Pacific Shredding	32.10
Check	6/18/2026	15249	Public Employee's Benefits Program	348.76
Check	6/18/2026	15250	Richard Perrine	2,876.16
Check	6/18/2026	15251	Ron's Refrigeration, Inc.	2,013.18
Check	6/18/2026	15252	Snap-On Industrial	77.90
Check	6/18/2026	15253	Topaz Ranch Estates GID & Water Co.	85.50
Check	6/18/2026	15254	ubeo Business Services	556.23

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month (June)
Report title 2: Monthly Board Report
Created on: 7/14/2026
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Check	6/18/2026	15255	UKG Kronos Systems, LLC	160.78
Check	6/18/2026	15256	Uniformity of Nevada LLC	1,120.65
Check	6/18/2026	15257	West Coast Code Consultants	500.00
Check	6/18/2026	15258	Xerox Corporation	512.91
Check	6/18/2026	15259	ZOLL Medical Corporation	106.99
Record Transfer	6/18/2026		Waystar	599.79
Record Transfer	6/22/2026		VOYA Benefit Strategies	70.50
Record Transfer	6/23/2026		Principal Life Insurance Co.	9,148.18
Record Transfer	6/23/2026		TASC Client Services	174.00
Record Transfer	6/23/2026		Waste Management	210.50
Record Transfer	6/23/2026		Cigna	177,534.16
Record Transfer	6/25/2026		Standard Insurance Company	3,123.87
Record Transfer	6/25/2026		Standard Insurance Company	817.50
Record Transfer	6/26/2026		VOYA Benefit Strategies	14,151.74
Record Transfer	6/26/2026		State of NV - DCP	2,628.75
Record Transfer	6/26/2026		State of NV - DCP	30,336.17
Record Transfer	6/26/2026		NV Energy	3,670.71
Record Transfer	6/30/2026		Pay Plus	638.15

Total 109 records

Sum Total **1,316,097.43**

Purchases this month relating to the CIP

Accounts Payable	391,765.46
Investements	0.00
HR/Payroll/Benefits	924,331.97

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve payroll expenses paid in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve payroll expenses paid in June 2026 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$1,804,492.36
Fund Name: General **Account Number:** Various
4. **Prepared by:** Julie Andress
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** Attached are the summarized payroll registers for the month. Please note, the total costs reported are gross earnings, East Fork Fire Protection District paid deduction, and taxes (employer).

Agenda Item # 04C



EAST FORK FIRE (6142201)
1694 COUNTY ROAD
Minden, NV 89423-4405
United States

Payroll Register (By PST)
Payroll Register - All Employees

Pay Dates: 06/01/2026-06/30/2026

Report Total

of EE's - 109 / # of Statements - 210

Pay Type	Hrs	Rate	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
Helo Regular	672.00	-	21,586.44	457 3 Year Spc	11,948.02	-	FIT	158,652.69	Direct Deposit	898,966.48
Regular	16469.25	-	586,846.05	NVPERS Fire	-	370,462.84	MEDI	17,035.13	Check	-
WC	256.66	-	7,979.96	NVPERS Reg	-	24,739.03	SIT:CA	1,645.11		
Act-REG	-	-	-	Dist Paid Dent	-	8,184.09				
Act-REG-BC	01.50	-	-	Dist Paid Life	-	536.97				
FC-REG	1015.00	-	23,146.78	Dist Paid Vis	-	985.82				
FTO-REG	-	-	-	Dist Pd Med	-	174,436.90	SUTA:NV	-		
Prec-REG	384.00	-	-	Donate	600.00	-				
FC-PROJ	834.50	-	19,920.59	HSA Acct Fee	-	195.75				
FLSA	379.50	-	12,165.18	HSA Fam 55	625.00	-				
HIW	-	-	900.00	HSA Ind 55	325.00	-				
Helo FLSA	18.00	-	578.16	HSA Pre Fam	25,331.04	1,250.00				
FC-ActREG	-	-	-	HSA Pre Ind	2,127.44	-				
FC-F-Reg	394.00	-	9,074.26	HSA Special	120.00	-				
OT	2463.25	-	121,279.62	457 Roth post t	15,795.78	-				
OT-Helo	04.50	-	216.83	457-%	41,904.66	-				
FC-F-OT	1432.00	-	47,902.68	457-CU	9,834.59	-				
FC-OT	75.00	-	2,774.44	457Roth-CU	200.00	-				
Act-OT	138.00	-	6,381.92	EFC	1,108.60	-				
Act-OT-BC	07.50	-	580.82	EFC2	923.06	-				
FTO-OT	-	-	-	FICA Alt	4,986.79	-				
Prec-OT	-	-	-	WANV	4.00	-				
Forced-OT	-	-	-	ERSF	3.00	-				
C1	16.00	-	1,600.70	ERSF2	6.00	-				
C1-Act-BC	08.50	-	877.68	Union Dues	-	-				
RTW	156.00	-	9,382.22	Vol EE Life	950.04	-				
ActInc-CB-BC	08.50	-	131.66	Vol EE AD&D	287.00	-				
ActInc-OT	138.00	-	638.19	Vol Life Spouse	123.68	-				
ActInc-OT-BC	07.50	-	87.13	Vol Spouse AD&	43.98	-				
ActInc-RTW	24.00	-	154.19	Vol Child Life	12.00	-				
ActInc-Reg	-	-	-	Vol Child AD&D	2.00	-				
ActInc-Reg-BC	01.50	-	11.62	Vol Acc	817.68	-				
FCActInc-REG	-	-	-	Vol LTD	1,142.40	-				
FTOInc Reg	-	-	-	A-CanPro-Post	57.64	-				
FTOInc-OT	-	-	-	Vol-A-ACC-Post	35.62	-				
PrecInc-OT	-	-	-	Vol-A-ACC-Pre	96.60	-				
--More--										
								Totals:		898,966.48
								Totals:		
								ER Totals:	17,035.13	
								All Totals:	194,368.06	

Sorted By: Last Name Ascending
Filtered By: Pay Dates: 06/01/2026-06/30/2026; Employee Filter: All Employees

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EAST FORK FIRE (6142201)
1694 COUNTY ROAD
Minden, NV 89423-4405
United States

Payroll Register (By PST)
Payroll Register - All Employees

Pay Dates: 06/01/2026-06/30/2026

Report Total

of EE's - 109 / # of Statements - 210

Pay Type	Hrs	Rate	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
PrecInc-Reg	384.00	-	1,218.09	Vol-A-CanProPre	120.18	-	-	-	-	-
Prmlnc-Reg	5088.00	-	10,400.80	Vol-A-Crit	41.22	-	-	-	-	-
Prmlnc-FLSA	132.00	-	265.32	Vol-A-HOSP	106.74	-	-	-	-	-
Prmlnc-OT	1005.50	-	3,081.56	Vol-A-STD	573.84	-	-	-	-	-
Prmlnc-CB	21.00	-	89.84	Vol-A-TL	149.60	-	-	-	-	-
Prmlnc-RTW	-	-	-							
HazInc-Reg	1952.00	-	2,187.84							
HazInc-FLSA	48.00	-	52.04							
HazInc-OT	383.50	-	622.33							
HazInc-CB	10.50	-	32.28							
TSInc-Reg	480.00	-	3,048.18							
TSInc-OT	56.00	-	520.40							
TSInc-CB	12.00	-	148.69							
AsInc-Reg	1664.00	-	3,350.83							
AsInc-FLSA	36.00	-	72.72							
AsInc-OT	352.00	-	1,282.60							
AsInc-CB	12.00	-	52.92							
EduInc-Reg	448.00	-	666.24							
EduInc-FLSA	12.00	-	17.84							
EduInc-OT	84.00	-	187.39							
EduInc-CB	02.00	-	5.95							
HelInc-Reg	672.00	-	1,295.16							
HelInc-FLSA	18.00	-	34.68							
HelInc-OT	53.50	-	154.67							
WidInc-Reg	448.00	-	888.32							
WidInc-FLSA	12.00	-	23.76							
WidInc-OT	84.00	-	249.83							
PDU 40	-	-	-							
WidInc-CB	02.00	-	7.93							
AV	133.00	-	5,977.72							
ALU	26.50	-	1,078.95							
CLE	01.75	-	-							
CLE-CPT	73.00	-	-							
CLE-ENG	12.50	-	-							
CLE-FF	25.00	-	-							
CLE-Force	40.00	-	-							
--More--										
Totals:					130,366.42	580,791.40				

Sorted By: Last Name Ascending
Filtered By: Pay Dates: 06/01/2026-06/30/2026; Employee Filter: All Employees

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EAST FORK FIRE (6142201)
1694 COUNTY ROAD
Minden, NV 89423-4405
United States

Payroll Register (By PST)
Payroll Register - All Employees

Pay Dates: 06/01/2026-06/30/2026

Report Total									
# of EE's - 109 / # of Statements - 210									
Pay Type	Hrs	Rate	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay
MSC COMP	30.00	-	-						
AS	148.59	-	6,581.18						
H-Work	08.00	-	1,032.57						
HSP	6237.11	-	205,115.19						
Holiday	446.00	-	19,740.93						
Asinc-HSP	576.00	-	1,169.62						
CU	07.50	-	212.02						
EduInc-HSP	192.00	-	285.54						
HazInc-HSP	768.00	-	831.44						
HelInc-HSP	288.00	-	555.09						
PrmInc-HSP	2112.00	-	4,245.06						
WildInc-HSP	192.00	-	380.72						
LWOP	28.00	-	663.64						
PDU	168.00	-	-						
Sick Used	756.50	-	-						
VU	820.50	-	-						
CLU-56+30	467.50	-	-						
CLU-56-30	168.00	-	-						
CLU-56-SI	192.00	-	-						
UBFO	-	-	-						
UN	14.00	-	-						
UN-40	-	-	-						
Comp Pay	-	-	-						
VS	-	-	1,644.13						
VacBB	-	-	-						
CS	-	-	146.59						
CPS	-	-	495.00						
UP	-	-	49,700.00						
Board PERS	-	-	300.00						
Board Non	-	-	1,200.00						
Admin Used	-	-	-						
OBBA Qualified	4232.00	-	99,659.47						
REIM - NT	-	-	1,798.75						
RET-NON-PERS	-	-	-						
PERS Wages	-	-	730,692.18						
PERS Cont	-	-	395,201.87						
Totals:	49125.86	-	1,206,665.83						
Total District Liability for Payroll									
Earnings: \$ 1,206,665.83									
Employer Deductions: \$ 580,791.40									
Employer Taxes: \$ 17,035.13									
TOTAL: \$ 1,804,492.36									



East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the Procurement Card Transactions paid for in June 2026 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve the Procurement Card Transactions paid in June 2026 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$23,366.79

Fund Name: General **Account Number:** Various
4. **Prepared by:** Erica Amatore, Accounting Specialist
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** Attached is the Report of Procurement Card Transactions for the period noted above.

Agenda Item # 04D

East Fork Fire Protection District
Procurement Card Transactions charged in June 2026

BofA CC - EF	05/29/2026 VINCE WEAVER	WAL-MART #5864	\$	42.16
BofA CC - EF	05/31/2026 HOLLY MEGEE	SOCIETYFORHUMANRESOURC	\$	299.00
BofA CC - EF	06/01/2026 KEVIN REPAN	TRACTOR SUPPLY CO #182	\$	44.48
BofA CC - EF	06/01/2026 ACCOUNTS PAYABLE	Spectrum	\$	401.80
BofA CC - EF	06/01/2026 BRADLEY DRISCOLL	EZREGISTER	\$	325.00
BofA CC - EF	06/01/2026 BRADLEY DRISCOLL	EZREGISTER	\$	325.00
BofA CC - EF	06/02/2026 MICHAEL SHOCKEY	WWW.ONXMAPS.COM	\$	49.99
BofA CC - EF	06/02/2026 ALAN ERNST	THE HOME DEPOT #3312	\$	1,068.86
BofA CC - EF	06/02/2026 SHELBY STANTON	CAMPSPOT	\$	27.00
BofA CC - EF	06/02/2026 SHELBY STANTON	JACKSON RANCHERIA RV P	\$	900.00
BofA CC - EF	06/02/2026 COLE JACKSON	ALLEGIANCE AUTO & DIES	\$	354.79
BofA CC - EF	06/03/2026 HOLLY MEGEE	PY *SCHATS BAKERY & RE	\$	48.32
BofA CC - EF	06/03/2026 ALAN ERNST	CHINA JADE HORSE RESTA	\$	84.42
BofA CC - EF	06/03/2026 SHELBY STANTON	JACKSON RANCHERIA RV P	\$	70.00
BofA CC - EF	06/04/2026 DUSTIN WEISZ	HARBOR FREIGHT TOOLS35	\$	270.89
BofA CC - EF	06/04/2026 ACCOUNTS PAYABLE	TWILIO INC	\$	40.43
BofA CC - EF	06/04/2026 ALAN ERNST	OPENAI *CHATGPT SUBSCR	\$	20.00
BofA CC - EF	06/05/2026 DUSTIN WEISZ	MENZER NV LLC	\$	706.00
BofA CC - EF	06/05/2026 ACCOUNTS PAYABLE	Spectrum	\$	1,908.28
BofA CC - EF	06/05/2026 SHELBY STANTON	SQ *DAILY DISPATCH	\$	575.00
BofA CC - EF	06/07/2026 ACCOUNTS PAYABLE	FEDEX58611753	\$	21.42
BofA CC - EF	06/07/2026 ALAN ERNST	TST*LONGBOARDS	\$	33.60
BofA CC - EF	06/08/2026 PAUL AZEVEDO	NV EMERGENCY MED SVC	\$	34.00
BofA CC - EF	06/08/2026 LARRY GOSS	BEST BUY 00008508	\$	246.98
BofA CC - EF	06/08/2026 LARRY GOSS	BEST BUY 00008508	\$	279.99
BofA CC - EF	06/08/2026 SHELBY STANTON	SOUTHWES 5262167839439	\$	235.84
BofA CC - EF	06/08/2026 SHELBY STANTON	MANDALAY - ADV DEP	\$	248.30
BofA CC - EF	06/09/2026 PAUL AZEVEDO	NV EMERGENCY MED SVC	\$	200.00
BofA CC - EF	06/10/2026 ZACKARY SCHULTZ	TRACTOR SUPPLY CO #182	\$	51.98
BofA CC - EF	06/11/2026 SHELBY STANTON	HENDERSON IMPORTS LTD	\$	1,236.98
BofA CC - EF	06/11/2026 BRADLEY DRISCOLL	STARBUCKS STORE 03477	\$	44.84
BofA CC - EF	06/12/2026 JOHN BRAWLEY	AVENZA SYSTEMS	\$	1,367.88
BofA CC - EF	06/12/2026 LARRY GOSS	DMV-22	\$	6.00
BofA CC - EF	06/12/2026 LARRY GOSS	DMV-22	\$	6.00
BofA CC - EF	06/12/2026 CHAD SHELDREW	IN *MOUND HOUSE POWDER	\$	117.30
BofA CC - EF	06/12/2026 VINCE WEAVER	ASJ SMALL ENGINES, ETC	\$	249.84
BofA CC - EF	06/13/2026 NICK SUMMERS	THE HOME DEPOT #3312	\$	10.98
BofA CC - EF	06/15/2026 JOHN BRAWLEY	INTERNATIONAL TRANSACTION FEE	\$	10.94
BofA CC - EF	06/15/2026 JOHN BRAWLEY	CSF* RTIC 5R1M	\$	651.60
BofA CC - EF	06/16/2026 PAUL AZEVEDO	NV EMERGENCY MED SVC	\$	34.00
BofA CC - EF	06/16/2026 ANDREW CHRZANOWSKI	WAL-MART #1648	\$	19.94
* BofA CC - EF	06/16/2026 ZACKARY SCHULTZ	CHEVRON 0376810	\$	63.48
* BofA CC - EF	06/16/2026 COLE JACKSON	68223 4446 SPEEDWAY	\$	100.00
BofA CC - EF	06/17/2026 PAUL AZEVEDO	C&R MEDICAL, INC	\$	449.00
BofA CC - EF	06/17/2026 KEVIN REPAN	THE HOME DEPOT #3312	\$	184.05
BofA CC - EF	06/17/2026 ACCOUNTS PAYABLE	TWILIO INC	\$	40.33
* BofA CC - EF	06/17/2026 ZACKARY SCHULTZ	MAVERIK #409	\$	43.46
* BofA CC - EF	06/17/2026 COLE JACKSON	CHEVRON 0090040	\$	25.85

East Fork Fire Protection District

Procurement Card Transactions charged in June 2026

* BofA CC - EF	06/17/2026 COLE JACKSON	CHEVRON 0090040	\$	135.00
* BofA CC - EF	06/17/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	123.20
* BofA CC - EF	06/17/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	123.20
* BofA CC - EF	06/17/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	123.20
* BofA CC - EF	06/18/2026 ANDREW CHRZANOWSKI	CHEVRON 0390213	\$	136.72
* BofA CC - EF	06/18/2026 ANDREW CHRZANOWSKI	CHEVRON 0390213	\$	175.00
* BofA CC - EF	06/18/2026 ANDREW CHRZANOWSKI	BATTERIES PLUS - #0350	\$	77.95
BofA CC - EF	06/18/2026 KEVIN REPAN	TRACTOR SUPPLY CO #182	\$	36.31
BofA CC - EF	06/18/2026 VINCE WEAVER	WAL-MART #5864	\$	47.43
BofA CC - EF	06/18/2026 DUSTIN WEISZ	FIRE LINE EQUIPMENT, L	\$	152.28
BofA CC - EF	06/18/2026 AMY RAY	NFPA NATL FIRE PROTECT	\$	247.50
* BofA CC - EF	06/18/2026 COLE JACKSON	68240 5101 SPEEDWAY	\$	100.00
* BofA CC - EF	06/18/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	123.20
* BofA CC - EF	06/19/2026 ANDREW CHRZANOWSKI	PAPE KENWORTH	\$	360.15
* BofA CC - EF	06/19/2026 ANDREW CHRZANOWSKI	HOLIDAY INN EXPRESS	\$	122.87
* BofA CC - EF	06/19/2026 ANDREW CHRZANOWSKI	HOLIDAY INN EXPRESS	\$	122.87
* BofA CC - EF	06/19/2026 COLE JACKSON	CHEVRON 0381954	\$	132.81
* BofA CC - EF	06/19/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	123.20
* BofA CC - EF	06/19/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	246.40
* BofA CC - EF	06/19/2026 COLE JACKSON	RAIN ROCK CASINO - FRO	\$	246.40
* BofA CC - EF	06/20/2026 ANDREW CHRZANOWSKI	KS MARKET	\$	175.00
* BofA CC - EF	06/20/2026 ZACKARY SCHULTZ	MAVERIK #735	\$	44.22
* BofA CC - EF	06/20/2026 COLE JACKSON	CHEVRON 0381954	\$	175.00
* BofA CC - EF	06/20/2026 COLE JACKSON	BAYMONT INN AND SUITES	\$	123.20
* BofA CC - EF	06/20/2026 COLE JACKSON	BAYMONT INN AND SUITES	\$	123.20
* BofA CC - EF	06/21/2026 PAUL AZEVEDO	NV EMERGENCY MED SVC	\$	34.00
* BofA CC - EF	06/21/2026 ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	143.96
BofA CC - EF	06/21/2026 ACCOUNTS PAYABLE	FEDEX58740651	\$	21.42
* BofA CC - EF	06/21/2026 ZACKARY SCHULTZ	LOVE'S #0797 OUTSIDE	\$	54.27
* BofA CC - EF	06/21/2026 COLE JACKSON	BAYMONT INN AND SUITES	\$	123.20
* BofA CC - EF	06/22/2026 ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	58.01
* BofA CC - EF	06/22/2026 ANDREW CHRZANOWSKI	GOLD CTRY CASINO HOTEL	\$	122.32
* BofA CC - EF	06/22/2026 ANDREW CHRZANOWSKI	GOLD CTRY CASINO HOTEL	\$	122.32
BofA CC - EF	06/22/2026 DUSTIN WEISZ	FIRE LINE EQUIPMENT, L	\$	131.35
* BofA CC - EF	06/22/2026 ZACKARY SCHULTZ	LOVE'S #0797 OUTSIDE	\$	63.63
* BofA CC - EF	06/22/2026 ZACKARY SCHULTZ	MAVERIK #560	\$	47.83
* BofA CC - EF	06/22/2026 COLE JACKSON	PILOT 1343	\$	27.22
* BofA CC - EF	06/22/2026 COLE JACKSON	EXXON YREKA PROPERTIES	\$	108.18
* BofA CC - EF	06/22/2026 COLE JACKSON	EXXON YREKA PROPERTIES	\$	112.25
* BofA CC - EF	06/23/2026 ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	165.23
* BofA CC - EF	06/23/2026 ANDREW CHRZANOWSKI	GOLD CTRY CASINO HOTEL	\$	122.32
* BofA CC - EF	06/23/2026 ANDREW CHRZANOWSKI	GOLD CTRY CASINO HOTEL	\$	122.32
BofA CC - EF	06/23/2026 DUSTIN WEISZ	AUTOAUTH SERVICE	\$	60.00
BofA CC - EF	06/23/2026 ACCOUNTS PAYABLE	TWILIO INC	\$	40.02
* BofA CC - EF	06/23/2026 ZACKARY SCHULTZ	TRACTOR SUPPLY CO #182	\$	29.97
* BofA CC - EF	06/24/2026 ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	119.37
* BofA CC - EF	06/24/2026 ANDREW CHRZANOWSKI	FEATHER FALLS MINI MAR	\$	102.74
* BofA CC - EF	06/24/2026 ANDREW CHRZANOWSKI	LODGE AT FEATHER FALLS	\$	122.65
BofA CC - EF	06/24/2026 ACCOUNTS PAYABLE	IONOS	\$	7.81

East Fork Fire Protection District

Procurement Card Transactions charged in June 2026

BofA CC - EF	06/24/2026	HOLLY MEGEE	NATIONAL REGISTRY EMT	\$	175.00
BofA CC - EF	06/24/2026	STEPHEN KOONTZ	SP MOB ARMOR	\$	53.53
* BofA CC - EF	06/24/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	104.02
* BofA CC - EF	06/24/2026	COLE JACKSON	HOLIDAY INN EXPRESS-YR	\$	622.71
* BofA CC - EF	06/24/2026	COLE JACKSON	HOLIDAY INN EXPRESS-YR	\$	622.71
* BofA CC - EF	06/24/2026	COLE JACKSON	HOLIDAY INN EXPRESS-YR	\$	622.71
* BofA CC - EF	06/25/2026	KEVIN REPAN	JACKSON RANCHERIA CASI	\$	90.11
BofA CC - EF	06/25/2026	VINCE WEAVER	WAL-MART #5864	\$	47.43
* BofA CC - EF	06/25/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	91.59
* BofA CC - EF	06/26/2026	ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	18.99
* BofA CC - EF	06/26/2026	ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	126.67
BofA CC - EF	06/26/2026	ACCOUNTS PAYABLE	SPI*DIRECTV SERVICE	\$	140.16
* BofA CC - EF	06/26/2026	JEREMY CHANDLER	JACKSON RANCHERIA CASI	\$	50.51
BofA CC - EF	06/26/2026	ALAN ERNST	TRUCKEE RIVER RV	\$	125.00
BofA CC - EF	06/26/2026	BRADLEY DRISCOLL	OPENAI *CHATGPT SUBSCR	\$	20.00
* BofA CC - EF	06/26/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	91.50
* BofA CC - EF	06/27/2026	ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	116.21
* BofA CC - EF	06/27/2026	ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	126.01
* BofA CC - EF	06/27/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	79.67
BofA CC - EF	06/28/2026	JOHN BRAWLEY	STARLINK INTERNET	\$	110.00
* BofA CC - EF	06/28/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	86.85
* BofA CC - EF	06/29/2026	ANDREW CHRZANOWSKI	BERRY CREEK RV PARK &	\$	131.82
BofA CC - EF	06/29/2026	VINCE WEAVER	WAL-MART #5864	\$	47.43
BofA CC - EF	06/29/2026	ALAN ERNST	76 - HIGHWAY 49 MARKET	\$	112.77
* BofA CC - EF	06/29/2026	COLE JACKSON	EXXON YREKA PROPERTIES	\$	87.85
				\$	23,135.95
BofA CC - VISA	06/25/2026	VINCE WEAVER	COSTCO WHSE #0127	\$	210.84
BofA CC - VISA	06/27/2026	MATT HILL	OPENAI *CHATGPT SUBSCR	\$	20.00
				\$	230.84
TOTAL				\$	23,366.79

* Purchases this month for employees being deployed as a fire resource

Purchases this month relating to the CIP

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of May 2026 in the amount of \$21,849.45. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve the East Fork Fire Protection District's ambulance billing bad debt write-offs for the period of May 2026 in the amount of \$21,849.45.
3. **Funds Available:** NA **Amount:** \$21,849.45
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Julie Andress
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** The East Fork Fire Protection District is requesting approval from the Board on ambulance billing bad debt write-offs for the period noted above and include accounts forwarded to a collection agency after all attempts to collect the debt were exhausted, Sierra Saver Membership write-offs, Reduction/Discounts, deceased write-offs, hardship, and bankruptcy.

Agenda Item # 04E

East Fork Fire Protection District
Ambulance Billings and Write Summary
Billing Analysis
FY 25/26

	July	August	September	October	November	Dec	Jan	Feb	March	April*	May	YTD
Total Billed	1,056,123.70	982,470.95	922,863.99	1,002,961.02	875,857.09	1,014,776.51	1,015,679.05	897,452.44	998,249.50	986,463.18	976,404.24	10,729,301.67
Credit Type/Credit Code												-
W/OFF Bad Debt	324.88	6,004.59	5,816.65	6,236.19	27,884.43	25,883.77		(4,048.81)				68,101.70
W/OFF Bad Debt Deceased	621.56	3,933.71	1,417.19	12,958.05	7,553.87	1,506.66	14,120.96	6,216.97	7,070.66	1,655.65	60.72	57,116.00
W/OFF Bankruptcy	3259.74				5,070.49				1,058.78	-	7,334.48	16,723.49
W/OFF Reduction Discount	1092.07	1,667.87	960.04	749.59	1,451.92	1,771.58	2,352.00	1,452.18	8,370.64	1,740.37	0.06	21,608.32
W/OFF Carson City SS Membership												-
W/OFF Lyon County SS Membership												-
W/OFF Sierra Saver Membership	1201.52	663.47	9,345.39	993.38	3,659.76	5,252.30	7,172.31	342.87	15,502.03	13,095.62	13,993.66	71,222.31
W/OFF SS Volunteer Membership												-
W/OFF SS Employee Membership												-
W/OFF Hardship	715.32	97.50	225.00	640.15				3,350.78	1,164.69	2,233.07	460.53	8,887.04
W/OFF Sent to Collections	(2,105.04)	(15,711.58)	(1,887.25)	(6,276.13)	(802.72)	(10,630.92)	147,467.69	(6,457.17)	55,252.55	314,376.85	-	473,226.28
Total	5,110.05	(3,344.44)	15,877.02	15,301.23	44,817.75	23,783.39	171,112.96	856.82	88,419.35	333,101.56	21,849.45	716,885.14
Percentage of W/OFF to Billings	0.48%	-0.34%	1.72%	1.53%	5.12%	2.34%	16.85%	0.10%	8.86%	33.77%	2.24%	6.68%
Total Billed Calls	427	410	383	414	368	433	409	394	428	426	417	4509

*Medical billing system transition cleanup for items sent to collections

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to accept the report on state consolidated taxes collection and distribution as of April 2026. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to accept the report on state consolidated taxes collection and distribution as of April 2026.
3. **Funds Available:** NA **Amount:** \$199,627.31
Fund Name: General **Account Number:** 335.001
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** July 21, 2026 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** The attached report reflects the state consolidated taxes collected for Douglas County and the distributed share to the District. Monthly, the state collects, consolidates and distributes 6 different taxes to each county and each appropriate district within that county. In FY 22/23, Douglas became a non-guaranteed county. This means the Supplemental City-County Relief Tax (SCCRT) distributed to Douglas County entities will be based on actual collections and not a guaranteed amount. A chart has been included showing the historical fluctuations of the SCCRT for non-guaranteed counties.

The six consolidated taxes are as follows:

- **BCCRT** – Basic City County Relief Tax, 1/2% of statewide sales/use tax. Distributed to the county where the sale was made. For out-of-state companies, BCCRT is distributed based on population.
- **SCCRT** – Supplemental City-County Relief Tax, 1.75% of statewide sales/use tax. Total distribution is proportionate to the amount of in-state collections as a whole, after guaranteed counties have received their allocation.
- **Cigarette** – Collected statewide and distributed to counties based on population.
- **Liquor** – Collected statewide and distributed to counties based on population.
- **RPTT** – Real Property Transfer Tax, tax based on value of real property transfers and distributed to county of origin.
- **GST** – Government Services Tax, tax based on value of motor vehicle and distributed to county of origin.

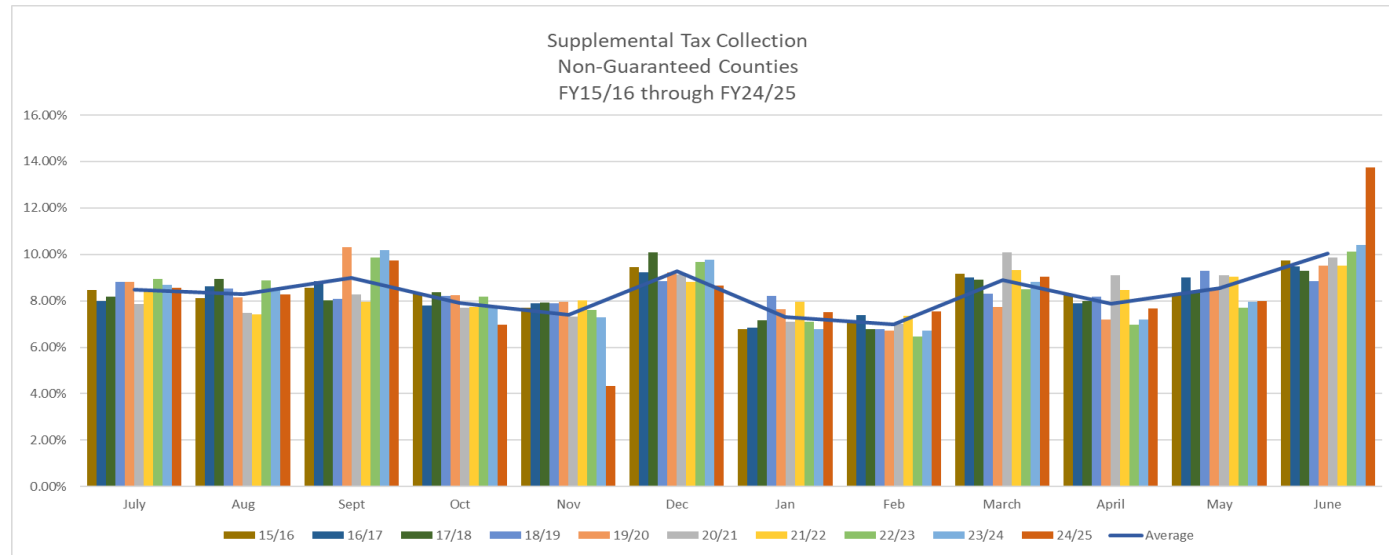
Agenda Item # 04F

East Fork Fire Protection District
Report of Consolidated Taxes Collected
FY 25-26

% of year: 83.00%

Actual													
2025-26 Budget	July	August	September	October	November	December	January	February	March	April	May	June	Total
BCCRT	5,809,528	540,178.53	599,171.95	525,730.43	527,069.22	481,654.14	590,648.78	468,054.24	465,967.44	560,110.42	490,378.33		5,248,963.48
SCCRT	19,668,607	1,867,238.54	2,051,162.99	1,785,184.26	1,775,668.15	1,572,073.67	1,982,621.37	1,563,338.73	1,544,325.17	1,861,066.79	1,615,953.15		17,618,632.82
CIGARETTE	108,497	6,232.12	9,529.10	1,594.70	8,511.88	8,622.50	8,927.67	9,427.38	8,613.73	8,054.13	9,538.00		79,051.21
LIQUOR	75,106	3,617.54	10,838.58	5,590.00	6,143.05	5,219.16	5,608.88	4,473.01	4,991.84	6,401.70	5,338.26		58,222.02
RPTT **	1,501,833	-		418,213.95			520,297.25			406,545.15			1,345,056.35
GST	3,749,643	-	588,006.45	383,008.42	359,500.08	298,125.06	342,115.90	346,432.11	264,200.81	345,915.84	307,249.77		3,234,554.44
TOTAL	30,913,214	2,417,266.73	3,258,709.07	3,119,321.76	2,676,892.38	2,365,694.53	3,450,219.85	2,391,725.47	2,288,098.99	3,188,094.03	2,428,457.51	-	27,584,480.32
EFFPD Share	2,544,532												
Avg Monthly Payment	212,044												
Actual Payment		198,679.97	269,607.97	257,865.65	220,560.62	194,333.62	285,753.75	196,527.43	187,794.10	263,642.95	199,627.31		2,274,393.37
EFFPD Share of Total Collections		8.22%	8.27%	8.27%	8.24%	8.21%	8.28%	8.22%	8.21%	8.27%	8.22%	#DIV/0!	8.25%
Over/(Under) Average		(13,364.36)	57,563.64	45,821.32	8,516.29	(17,710.71)	73,709.42	(15,516.90)	(24,250.23)	51,598.62	(12,417.02)	(212,044.33)	(270,138.63)
		8.74%	11.85%	11.34%	9.70%	8.54%	12.56%	8.64%	8.26%	11.59%	8.78%	0.00%	100.00%

** RPTT collected and remitted quarterly



Average Monthly	8.47%	8.29%	8.98%	7.92%	7.40%	9.29%	7.31%	7.00%	8.89%	7.89%	8.53%	10.05%
Average Cumulative	8.47%	16.76%	25.73%	33.66%	41.05%	50.34%	57.65%	64.64%	73.53%	81.42%	89.95%	100.00%

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve Policy 602.4 – Pets in District Facilities, establishing clear expectations and requirements regarding pets, service animals, and authorized working dogs within East Fork Fire Protection District facilities. (Alan Ernst, District Fire Chief) 15 Minutes.
2. **Recommended Motion:** Motion to approve Policy 602.4 – Pets in District Facilities, establishing clear expectations and requirements regarding pets, service animals, and authorized working dogs within East Fork Fire Protection District facilities.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 15 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The proposed Policy 602.4-Pets in District Facilities supports the District's commitment to:
 - Maintaining a safe and professional work environment.
 - Protecting District personnel, facilities, vehicles, and property.
 - Ensuring operational readiness and risk management.
 - Providing appropriate accommodation for service animals consistent with applicable disability laws.

The District currently lacks formal guidelines governing the presence of animals in District facilities. The proposed policy establishes consistent standards for personal pets, service animals, and authorized working dogs.

The guideline is intended to reduce operational disruptions, address safety and sanitation concerns, and provide clear supervisory authority regarding animal access to District facilities and vehicles.

The policy is expected to improve consistency in facility management, reduce potential liability associated with animal-related incidents, clarify supervisory responsibilities, balance employee interests with operational and public safety requirements.

Agenda Item # 05



GENERAL ADMINISTRATION

602.4 – PETS IN DISTRICT FACILITIES

Purpose: To establish clear guidelines for East Fork Fire Protection District (EF) employees regarding pets, service animals, and working dogs at District Facilities.

SOG Coverage: This Standard Operating Guideline is applicable to all members.

Background: The purpose of this policy is to establish guidelines regarding the presence of animals within East Fork Fire Protection District facilities in order to maintain a professional work environment, ensure safety, protect district property, and safeguard personnel and public health.

Adopted Date:

Revised Date:

SOG #: 602.4

DEFINITIONS

Service Animal: A dog that is individually trained to perform specific tasks for the benefit of a person with a disability, consistent with the Americans with Disabilities Act (ADA).

Working Dog: A dog that is officially assigned, trained, and authorized for operational or public safety functions including, but not limited to:

- Arson detection
- Search and rescue
- Therapy or peer support (when approved by the Fire Chief)
- Law enforcement partnership assignments

Pet: Any domesticated animal kept for personal companionship that does not meet the definition of a service animal or authorized working dog.

Pets and Service Animals

Pets are permitted within district facilities under the following guidelines.

- Approval required from the Station Captain/Manager before entry
 - Joint staffed stations with career and volunteer must have approval from both career and volunteer supervisors before entry.

- Must be leashed or in a kennel while in the station/facility/vehicle
- Prohibited after 1900 hours in all District facilities and vehicles
- Only for brief visits
- Prohibited in kitchens, locker rooms, and sleeping areas
- Prohibited if any personnel in the facility or vehicle are allergic or uncomfortable
- Owner/handler is responsible for cleaning up after the animal, both inside and outside of District facilities.

Service animals are permitted within district facilities when accompanying an individual with a qualified disability.

Service animals must:

- Be under control of their handler at all times
- Not pose a safety or sanitation risk
- Not interfere with operational readiness
- Prohibited in kitchens, locker rooms, and sleeping areas

If a permitted animal presents a health, safety, or operational concern, the Fire Chief or designee may require removal from the facility.

Name

Name

Title

Title

Date

Date

Signature

Signature

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve revisions to Policy 605.16, Additional Compensation for FLSA Exempt/Non-Represented Employees During Reimbursable Emergency Responses and authorize the Fire Chief to implement the revised policy. (Alan Ernst, District Fire Chief) 10 Minutes.
2. **Recommended Motion:** approve revisions to Policy 605.16, Additional Compensation for FLSA Exempt/Non-Represented Employees During Reimbursable Emergency Responses and authorize the Fire Chief to implement the revised policy.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Policy 605.16 establishes the circumstances under which FLSA exempt/non-represented salaried employees may receive additional straight-time compensation for extraordinary time spent on emergency incidents that are reimbursable through mutual aid agreements, emergency management agreements, or other applicable reimbursement programs. The policy is intended to remain consistent with the Fair Labor Standards Act (FLSA), specifically 29 CFR § 541.604, which permits additional compensation to exempt employees without affecting their exempt status.

Under the current policy, compensation paid to an exempt employee must be approved by the Board of Directors. Staff is recommending that this authority be delegated to the District Fire Chief, allowing approval to occur administratively rather than requiring Board action each time an eligible reimbursement is processed.

This change will streamline the administration of reimbursable emergency response compensation, improve operational efficiency, and eliminate the need to bring routine compensation approvals before the Board while maintaining compliance with District policy and applicable federal regulations. No other changes to employee eligibility, compensation methodology, or reimbursement requirements are proposed.

Agenda Item # 06



COMPENSATION PLAN

605.16 – REIMBURSEMENT COMPENSATION FOR FLSA EXEMPT EMPLOYEES

Policy Purpose: To establish a policy that allows FLSA exempt/non-represented salaried personnel to receive straight time compensation for extraordinary time spent on emergencies, which are reimbursable under agreements and/or regulations as allowed by the Fair Labor Standard Act – Section 541.604.

Policy Coverage: This policy is applicable to all FLSA exempt/non-represented salaried employees of the East Fork Fire Protection District.

Adopted Date: 12/15/2020

Revised Date: ~~5/21/2024~~ 07/21/2026

Policy #: 605.16

1. Background:

Periodically, FLSA exempt/non-represented salaried employees are required to work and respond to emergencies/incidents either within the jurisdiction or outside the jurisdiction of the Fire District. Such responses or incident management may be for extended periods of time, often extending work hours beyond the traditional forty-hour (40) work week and requiring personnel to remain at the emergency incident, within the Emergency Operation Center, etc. with no time off. Historically, affected employees were afforded the opportunity for additional compensation beyond their regular salary, providing that the additional compensation was reimbursable by the host or requesting agency. While these reimbursements were previously addressed under a Memorandum of Understanding (MOU), it is more appropriate they be managed by established policy.

2. Policy:

Non-represented, salaried/FLSA exempt personnel are eligible for additional compensation related specifically to off-district responses in other jurisdictions, or extraordinary time spent on any other reimbursable incident/event, providing that the costs are reimbursable by the host or requesting agency and/or fall under the terms in the provisions of Emergency Management services as defined under the current Douglas County/East Fork Fire Protection District Agreement for Emergency Management Services.

A. Terms of Compensation

1. Non-represented, salaried/FLSA Exempt employees will be eligible for reimbursement by the outside agency for all hours worked during emergency operations, except those hours falling between 0800 and 1700, Monday through Friday, excluding holidays.
2. The hourly rate paid shall be paid based on the employee's annual base salary, divided by 2080 hours, which amount is in conformance with the requirement set forth in 29 CFR § 541.604 that the extra compensation be reasonably related to the employee's regular salary and therefore does not impair the employee's exempt status under the FLSA.
3. Compensation earned is considered "additional compensation" and not reportable to the Public Employees' Retirement System (PERS).
4. It is the responsibility of the employee to submit a claim for any additional hours worked under this policy.
5. Allowed additional compensation of exempt salaried personnel will be calculated as straight time compensation for incidents, which exceed an initial twenty-four (24) hours of operation and/or where services are billable under existing agreements and/or regulations and as allowed by the Fair Labor Standards Act (FLSA). The additional compensation time is retroactive to the employee's start time on the incident or event once the initial 24-hour period has been exceeded.
6. Compensation to an exempt employee ~~must~~ shall be approved by the ~~Board of Directors~~ District Fire Chief.

RESPONSIBILITY FOR REVIEW: The District Fire Chief, or his designee and/or ~~the the Director of Administrative Services~~ Executive Office Manager, or his/her designee will review this policy every 3 years or sooner as necessary.

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve Policy 608.1 – Progressive Discipline for Volunteer Personnel. This policy establishes a consistent framework for addressing volunteer disciplinary matters by aligning volunteer discipline with the District's Employee Development and Performance Program (EDPP). (Alan Ernst, District Fire Chief) 15 Minutes.
2. **Recommended Motion:** Motion to approve Policy 608.1 – Progressive Discipline for Volunteer Personnel.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 15 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The District is committed to maintaining a professional, respectful, and accountable volunteer workforce. Since the original adoption of Procedure 608.1 in October 2021, the District has implemented the Employee Development and Performance Program (EDPP), which provides standardized performance management and disciplinary processes for District personnel.

The revised procedure updates volunteer disciplinary practices by:

- Establishing that volunteer discipline will be administered in accordance with the District's Employee Development and Performance Program (EDPP).
- Providing consistency between represented employees, unrepresented employees, and volunteer personnel.
- Clarifying that progressive discipline is the preferred approach while preserving management's authority to impose a higher level of discipline when circumstances warrant.
- Confirming that the procedure supersedes all volunteer department bylaws related to disciplinary matters.

Agenda Item # 07

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to authorize the District Fire Chief to implement a Resident/Sleeper Volunteer Firefighter position to enhance volunteer staffing, improve emergency response capabilities, and support operational readiness throughout the District. (Alan Ernst, District Fire Chief) 10 Minutes.
2. **Recommended Motion:** Authorize the District Fire Chief to implement the East Fork Fire Protection District Resident/Sleeper Volunteer Firefighter position and to establish administrative procedures necessary for its implementation and ongoing management.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The East Fork Fire Protection District continually seeks opportunities to strengthen emergency response capabilities while responsibly managing District resources. The proposed Resident/Sleeper Volunteer Firefighter position is designed to enhance operational readiness by providing qualified volunteer personnel who reside at designated District fire stations during assigned duty periods and are available to respond to emergency incidents.
The program is intended to supplement existing career and volunteer staffing by increasing the availability of trained personnel during periods of increased emergency activity. Resident Volunteers may be assigned to support emergency operations through water tender operations, logistical support, rehabilitation functions, accountability, staging, communications, wildland operations, and other operational assignments consistent with their qualifications and District training.

In addition to improving emergency response capabilities, the position will:

- Improve staffing depth and response reliability.
- Enhance water supply operations through qualified apparatus operators.
- Increase support for emergency incidents and community events.
- Assist with station readiness, equipment maintenance, and operational preparedness.
- Provide a pathway for individuals pursuing careers in the fire service while strengthening community volunteerism.

Participants will be required to meet District eligibility standards, successfully complete required training, maintain established duty commitments, comply with all District policies, and remain under the supervision of District command staff. There is no residency requirement for this position due to the volunteer will be reporting to a station for a specific timeframe and being available at the fire station for immediate response. The position has been designed to complement existing staffing models and will not replace career or existing volunteer personnel.

Fire service agencies throughout Nevada and the western United States continue to experience challenges in recruiting and retaining qualified personnel. The Resident/Sleeper Volunteer Firefighter position provides East Fork Fire Protection

District with an opportunity to develop future firefighters while increasing volunteer participation and strengthening operational resilience. The program supports the District's Strategic Priority of Organizational Health by investing in workforce development, succession planning, volunteer engagement, and long-term organizational sustainability. It also reinforces the District's commitment to providing exceptional emergency services through innovative and fiscally responsible staffing solutions.

Implementation of the program is expected to occur within existing District resources. Station accommodations, training opportunities, and operational assignments will be managed through established District procedures and available staffing resources. Initial implementation is not anticipated to have a significant fiscal impact.

Approval of this program will provide the District Fire Chief with the flexibility to recruit, train, and assign qualified Resident Volunteers as operational needs dictate, ensuring the District continues to build a strong volunteer workforce while enhancing service to the residents and visitors of the East Fork Fire Protection District.

Staff recommends approval of the Resident/Sleeper Volunteer Firefighter position as presented.

Agenda Item # 08

**EAST FORK FIRE PROTECTION DISTRICT
RESIDENT/SLEEPER VOLUNTEER
POSITION DESCRIPTION**



Resident/Sleeper Volunteer

POSITION SUMMARY:

The Resident/Sleeper Volunteer will respond to emergency incidents and support water supply operations, manage equipment needs and other duties as assigned. Participate in fire prevention, training, station and equipment maintenance and other duties as assigned by the District.

QUALIFICATIONS:

- Resident of Norther Nevada
- Must be 18 years or older
- Have either a High School Diploma or General Education Degree (GED)
- Valid Nevada Driver's License
- Complete and pass a national fingerprint-based criminal history check and Nevada Department of Motor Vehicles records and conviction check

Volunteer personnel under this classification are required to:

- Complete an online application
- Complete and pass the initial two-part physical and District required physical
- Obtain a State of Nevada F Endorsed driver's license within one (1) year of employment
- Be trained and certified to conduct defensible space inspections within one (1) year of employment
- Have a personal cellular phone with consistent coverage throughout Douglas County
- Have a stable and reliable internet connection at their residence
- Maintain an active personal email account for district communication
- Complete a minimum of twenty-four (24) hours of station residency a month
- Complete a minimum of eight (8) hours of monthly training
- Complete required on-line District Human Resource training
- Attend and complete New Volunteer Orientation
- Complete the following FEMA courses
 - IS-700. B: An Introduction to the National Incident Management System
 - IS 100.C Introduction to Incident Command System, ICS 100
 - IS-800.D: National Response Framework, An Introduction
 - IS-200.C: Basic Incident Command System for Initial Response, ICS-200

ESSENTIAL FUNCTIONS:

Provides logistical support to fire emergencies which are but not limited to:

- General Incident Support
- Support Unit Operator/Driver
- Self-Contained Breathing Apparatus (SCBA) Support
- Squad response and operation
- Water Tender response and operation
- Station maintenance, care and housekeeping – assuring that all equipment is in a state of readiness at all times; checks equipment according to schedule and District policies and standards
- Apparatus care - assuring that all apparatus is in a state of readiness at all times; checks apparatus according to schedule and District policies and standards
- Community Risk reduction
- Fuels Management programs
- Fire Hydrant testing and painting
- Operate non-emergency vehicles
- May provide basic first aid and hands-only CPR on medical emergencies encountered during the course of support activities

PHYSICAL DEMANDS AND ENVIRONMENT:

This position requires the ability to climb ladders and work at considerable heights; wear protective equipment weighting up to 58 pounds; use power driven tools; may require regular exposure to outside wet/humid conditions, standing for extended periods of time, stooping, kneeling, lifting up to 58 pounds, carrying up to 58 pounds and kneeling and walking in uneven terrain at fire scenes and stations. Vision to read printed materials and a computer screen, and hearing and speech to communicate in person or over the telephone; hear fire alarms, speakers, horns and bells.

Duties may be subject to performance under adverse environmental conditions and exposure to solvents, chemicals and hazardous substances.

I have read and understand the contents of the position description and I have received a copy of this position description for my records.

Printed Name: _____

Signature: _____

Date: _____

East Fork Fire Protection District

Resident / Sleeper Volunteer Firefighter Position

Purpose

The Resident/Sleeper Volunteer Firefighter position is designed to enhance the operational readiness of East Fork Fire Protection District by providing qualified volunteer personnel who are assigned to designated fire stations and are available to support emergency and non-emergency operations.

The position serves to:

- Increase emergency response capabilities.
 - Improve water supply operations through qualified apparatus operators.
 - Enhance incident support and logistical functions.
 - Develop future firefighters and emergency service professionals.
 - Strengthen community involvement and volunteerism.
-

Objectives

1. Provide qualified operators for district water tenders and support apparatus.
 2. Improve response times and staffing depth during emergencies.
 3. Support incident operations through logistical and rehabilitation functions.
 4. Assist the District with station duties and operational readiness.
 5. Create a pathway for future career firefighters.
-

Eligibility Requirements

Applicants shall:

- Be at least 18 years of age.
- Possess a valid Nevada driver's license.
- Pass a criminal background check.
- Pass a district-approved driving record review.
- Meet district physical and medical requirements.

- Obtain CPR certification within six months of appointment.
- Successfully complete district orientation and training requirements.

Preferred qualifications:

- Firefighter I Certification
 - Wildland Firefighter (FFT2)
 - Emergency Medical Responder or EMT
 - Commercial Driver's License (CDL)
 - Apparatus operator experience
 - Successfully graduate a FF1 academy
-

Residency Requirements

Participants shall:

- Reside in Norther Nevada
 - Maintain assigned living quarters in a clean and professional manner.
 - Participate in station duties and activities.
 - Comply with all district policies and station rules.
 - Be available for scheduled duty periods and emergency response assignments.
-

Minimum Duty Commitment

Resident Volunteers shall provide:

- Minimum of 24 duty hours per month.
 - Minimum station residency requirements as established by the Fire Chief.
 - Participation in required training sessions and drills.
 - Attendance at volunteer meetings and district functions.
-

Primary Responsibilities

Water Tender Apparatus Operator

Resident Volunteers shall serve as qualified operators for district water tenders and support vehicles.

Responsibilities include:

- Responding to emergency incidents as assigned.
- Driving and operating water tenders in accordance with district policy.
- Establishing and maintaining water supply operations.
- Supporting structure and wildland firefighting incidents.
- Performing apparatus inspections and preventive maintenance checks.
- Completing apparatus documentation and reports.

Minimum Qualification:

- District Water Tender Operator Qualification
 - Completion of District Driver Training Program
-

Incident Support Functions

Resident Volunteers may be assigned to support emergency incidents through:

- Traffic and scene control.
 - Accountability support.
 - Staging management.
 - Rehab operations.
 - Resource tracking.
 - Communications support.
 - Air12 support operations when requested.
 - Wildland incident support.
-

Logistical Support Functions

Resident Volunteers shall assist district personnel with:

- Equipment inventory and accountability.
 - Equipment maintenance.
 - Apparatus cleaning and readiness.
 - Supply management and restocking.
 - Station maintenance projects.
 - Community events and public education activities.
 - Wildland equipment preparation.
 - Incident rehabilitation and base support functions.
-

Training Requirements

Residents shall maintain proficiency in:

Required Initial Training

- District Orientation
- NIMS ICS-100
- NIMS ICS-200
- IS-700
- EVOG
- Water Tender Operations
- Radio Communications
- District Safety Program

Annual Training

- Driver proficiency evaluation
 - Wildland refresher training (if assigned)
 - Emergency vehicle operations refresher
 - Incident support and logistics training
 - District-mandated safety training
-

Performance Standards

Participants shall:

- Maintain good standing within the district.
 - Demonstrate professionalism and integrity.
 - Adhere to district policies and procedures.
 - Successfully complete annual evaluations.
 - Maintain required certifications.
 - Demonstrate safe vehicle operation at all times.
-

Benefits

Resident Volunteers may receive:

- Station housing accommodations.

- Uniforms and personal protective equipment.
 - Training opportunities and certifications.
 - Experience toward future fire service careers.
 - Participation in district events and programs.
-

Supervision

The Resident/Sleeper Volunteer Program shall be supervised by:

- Station Captain and/or Shift Battalion Chief
- Volunteer Station Manager (if designated)

Operational assignments shall follow the district chain of command at all times.

Expectations

Resident Volunteers are representatives of East Fork Fire Protection District and are expected to:

- Maintain professional conduct on and off duty.
- Support the mission, vision, and values of the district.
- Foster positive relationships with personnel and the community.
- Promote a culture of safety, service, and teamwork.

The position is intended to supplement, not replace, career or existing volunteer staffing while providing meaningful operational support to district emergency services.

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to give the District Fire Chief approval to fill the vacant full-time Office Specialist I position with a non-PERS eligible Hourly Office Specialist I (Part Time) position, not to exceed 1,039 hours and \$31,531 annually. This action does not increase the District's authorized staffing levels. Approval is expected to result in an estimated annual personnel cost savings of approximately \$56,969 while maintaining the position within the budget at the full-time funding level. Maintaining the full-time funding provides the District with flexibility to evaluate future operational needs and, if warranted, return the position to full-time status without requiring an additional budget appropriation. (Holly Megee, Director of Administrative Services) 15 Minutes.
2. **Recommended Motion:** Motion to give the District Fire Chief approval to fill the vacant full-time Office Specialist I position with a non-PERS eligible Hourly Office Specialist I (Part Time) position, not to exceed 1,039 hours and \$31,531 annually.
3. **Funds Available:** Yes **Amount:** \$31,531
Fund Name: General Fund **Account Number:** 510.000
4. **Prepared by:** Holly Megee, Director of Administrative Services
5. **Meeting Date:** July 21, 2026 **Time Required:** 15 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The District recently evaluated the administrative staffing needs within the Administration Division and determined that one full-time Office Specialist position and one part-time Hourly Office Specialist I (Part Time) position will better align staffing levels with the District's operational needs.

The administrative workload consists of routine daily responsibilities, customer service functions, and periodic increases in workload throughout the year. A combination of full-time and part-time staffing provides flexibility to meet these varying operational demands while maintaining the level of administrative support required by the organization.

Giving the District the ability to fill one of the two full-time Office Specialist approved positions with part-time also demonstrates sound fiscal stewardship. A part-time position allows the District to continue providing essential administrative services while reducing long-term personnel costs associated with a full-time benefited position. This proposal does not eliminate a position or reduce service levels; rather, it aligns staffing resources with organizational needs in a more cost-effective manner.

Offering both full-time and part-time opportunities also enhances recruitment flexibility. The District may attract highly qualified administrative professionals who are seeking part-time employment, thereby broadening the applicant pool and improving recruitment outcomes.

Maintaining both full-time and part-time Office Specialist positions also provides greater workforce flexibility as operational demands evolve, allowing schedules and workloads to be adjusted more effectively while continuing to provide high-quality customer service.

Agenda Item # 09

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the job description for an Hourly Office Specialist I (Part-Time) position. (Holly Megee, Director of Administrative Services) 10 Minutes.
2. **Recommended Motion:** Motion to approve the job description for an Hourly Office Specialist I (Part-Time) position.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Holly Megee, Director of Administrative Services
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The proposed Job Description establishes the duties, qualifications, and conditions of employment for an Hourly Office Specialist I (Part-Time) classification. The position is designed to provide essential administrative support to District operations while offering flexibility to meet changing workload demands.

The job description closely mirrors the existing full-time Office Specialist I classification to ensure continuity of service and operational consistency.

The position is:

- Part-time and hourly.
- Limited to a maximum of 1,039 hours per fiscal year.
- Not eligible for participation in the Nevada Public Employees' Retirement System (PERS).
- Not eligible for District-sponsored employee benefits except those required by applicable federal or state law.
- Designated as a confidential position pursuant to NRS 288.420 due to the position's access to confidential labor relations and personnel information.

Approval of an Hourly Office Specialist I (Part-Time) job description formally establishes the classification and provides the framework necessary to recruit, hire, and evaluate employees serving in an Hourly Office Specialist I (Part-Time) position.

**EAST FORK FIRE PROTECTION DISTRICT
JOB DESCRIPTION**



JOB TITLE: Hourly Office Specialist I (Part-Time)

FLSA: Non-Exempt

CLASSIFICATION: Confidential

DIVISION: Administration

REPORTS TO: Director of Administrative Services

DATE: 07/21/2026

POSITION SUMMARY:

Responsible for performing a wide variety of general clerical and routine administrative duties in support of District operations. Under supervision, incumbents learn office and District procedures, including employee labor relations. As experience is gained, there is greater independence of action within established guidelines. This is a designated confidential position under NRS 288.420.

This position is a part-time, hourly position and is not eligible for Nevada Public Employees' Retirement System (PERS) participation or District-sponsored employee benefits, except as otherwise required by law.

ESSENTIAL FUNCTIONS:

- Assists general public, customers and staff in person, over telephone and by email; answers inquiries.
- Provides plan review and inspection support; assists customers with plan review portal; identifies plan review status and issues with ability to assist in resolution; calculates and applies accurate fees based on review and inspection type; accurately processes payments and provides information to Finance Division.
- Initial point of contact for volunteers and volunteer applicants; act as liaison to provide information and application status; assists with volunteer physical notifications and ensures compliancy under NRS.
- Updates station assignments and distributes current station shift list.
- Assists staff by screening incoming correspondence, calls and visitors; takes messages or refers callers to appropriate staff, may schedule meetings, appointments, rooms, fire stations and assists in coordination of training.
- Under supervision, may serve as staff support to committees: post agendas for public meetings, transcribe meeting notes from recording devices as required, edit materials for clarity, accuracy, format, correct grammar/spelling and ensure adherence to open meeting law policies and procedures.

- Point of contact for Burn Fund applications; ensures completeness and distributes to appropriate personnel for review and approval; coordinates noticing or award distribution.
- Manages training and class signups for career and volunteer personnel.
- May provide Notary Public services.
- Updates and maintains District filing/catalog system. Catalogs, maintains and ensures security of vehicle titles and master office, station, vehicle keys; maintains and ensures accuracy of radio log.
- Responsible for coordinating and distributing employee service awards.
- Assist with personnel file management, including retrieving, filing and maintaining documents, in both hard copy and electronic format; familiarity with personnel software and accurately attach electronic employee documents and records; ability to maintain high level of confidentiality.
- Assist and act in a confidential capacity to management personnel related to labor negotiations and policies.
- Performs a variety of clerical support duties including, copying and assembling materials, collecting and distributing mail, answering phones, assembling and binding reports, faxing/scanning documents, filing, typing, and data entry.
- Point of contact for administrative and station office supplies; monitors, orders and ensures adequate supplies are immediately available.
- Enters and maintains emergency responder training records and runs reports.
- Issues burn permits; provides information and direction in regard to open burning rules and regulations.
- Prepares a variety of general and written correspondence, legal documents, reports, articles, from notes, rough draft and/or verbal/written instructions; may edit material for clarity, completeness, accuracy, consistency, and adherence to special format, policies, and procedures.
- Makes travel arrangements in accordance with established policies and procedures; interacts with staff to coordinate schedules; interacts with vendors to secure reservation and resolve issues as required.
- Performs a variety of duties related to data entry; maintains confidentiality of client information in accordance with HIPAA and relevant NRS regulations.
- Operates a variety of office machinery and equipment; may be required to coordinate service and maintenance of office equipment by working with contracted service vendors.
- Creates and maintains spreadsheets, database information, and other documentation utilizing packaged and custom software packages; may update and/or manage records.
- Possesses knowledge of District's personnel software to assist personnel with basic-level questions and information.
- Provides onsite administrative support during mitigation of disasters; answers incoming calls and requests for information related to emergency situations, road closures, weather conditions, etc.
- Other duties as assigned.
- Represents the Districts with dignity, integrity, and a spirit of cooperation in all relationships with town, community and professional organizations, other fire

agencies, district, departments, county, city and state agencies and offices, federal agencies, and other service organizations.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:

High School diploma or equivalent AND one (1) year of general clerical experience; OR an equivalent combination of education, training and experience as determined by the Director of Administrative Services.

Required Knowledge and Skills

Knowledge of:

- Business arithmetic.
- Correct business English, including spelling, grammar and punctuation.
- Basic record keeping practices.
- Performing detailed office support work accurately.
- The use of specified computer applications involving word processing, data entry and/or standard report generation.
- Standard office practices and procedures, including filing and the operation of standard office equipment.
- Business letter writing and the standard format for typed materials.
- Techniques for dealing with a variety of individuals from various socioeconomic, ethnic and cultural backgrounds, often in situations which may be stressful.

Skill in:

- Performing detailed office support work.
- Initiative to take on additional tasks and responsibilities.
- Maintaining accurate office files.
- Composing correspondence independently or from brief instructions.
- Assembling reports, forms and other documents.
- Entering numerical and related information into a computer system with speed and accuracy.
- Meeting critical time deadlines.
- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective work relationships with staff, coworkers, and the public.

REQUIRED CERTIFICATES, LICENSES, AND REGISTRATIONS:

- Nevada Class C driver's license.
- Obtain ICS 100 and ICS 700 within six (6) months of employment.
- Proctored Typing Certificate at a minimum of 40 WPM.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in both a typical and non-typical administrative support setting, which may include working outside the office environment, as needed, requiring the ability to tolerate some adverse weather conditions and on rare occasions, ability to traverse on uneven ground; ability to use standard office equipment; stamina to sit and stand for extended periods of time; strength and agility to occasionally lift and carry in excess of 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in over the telephone and in person.

CONDITIONS OF EMPLOYMENT:

1. *Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.*
2. *New employees may be required to submit to a fingerprint based background investigation and a drug/alcohol screen. Employment is contingent upon passing the background and the drug/alcohol screen.*
3. *EFFPD participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS, with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered employment must complete Section 1 of the Form I-9 along with the required proof of their right to work in the United States and proof of their identity prior to starting employment. Please be prepared to provide required documentation as soon as possible after the job offer is made.*
4. *This position is a part-time, hourly position that is limited to no more than 1,039 hours worked during a fiscal year. The position is not eligible for participation in the Nevada Public Employees' Retirement System (PERS) and is not eligible for District-sponsored health, dental, vision, life insurance, paid leave, or other employee benefits, except those benefits required by applicable federal or state law.*

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the renewal of a five-year agreement with Ready Rebound for injury recovery and healthcare navigation services. The agreement will remain at an annual cost of \$17,430.10 during Years 1 through 3, with increases in Years 4 and 5 as provided in the agreement. The total cost over the five-year term, October 1, 2026, through September 30, 2031, shall not exceed \$89,809.30, and authorize the Fire Chief to execute the agreement and any related documents. (Brad Driscoll, Division Chief) 15 Minutes.
2. **Recommended Motion:** Motion to approve a five-year agreement with Ready Rebound for injury recovery and healthcare navigation services. The agreement will remain at an annual cost of \$17,430.10 during Years 1 through 3, with increases in Years 4 and 5 as provided in the agreement. The total cost over the five-year term, October 1, 2026, through September 30, 2031, shall not exceed \$89,809.30, and authorize the Fire Chief to execute the agreement and any related documents.
3. **Funds Available:** Yes

<u>Amount:</u>	
10/1/2026 – 9/30/2027	\$17,430.10
10/1/2027 – 9/30/2028	\$17,430.10
10/1/2028 – 9/30/2029	\$17,430.10
10/1/2029 – 9/30/2030	\$18,302.20
10/1/2030 – 9/30/2031	\$19,216.80
Total Five-Year Cost	\$89,809.30

<u>Fund Name:</u> General Fund	<u>Account Number:</u> 521.100
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4. **Prepared by:** Brad Driscoll, Division Chief
5. **Meeting Date:** July 21, 2026
Time Required: 15 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** East Fork Fire Protection District currently utilizes Ready Rebound's injury recovery and healthcare navigation program, which provides members with access to licensed athletic trainers, healthcare advocacy, provider coordination, and return-to-work support following musculoskeletal injuries.

Ready Rebound specializes in serving public safety organizations through a sports medicine-based healthcare model designed to expedite recovery, improve communication among providers and employers, and reduce workers' compensation costs and lost work time.

The proposed renewal continues these services for District personnel for an additional five-year term beginning October 1, 2026, and ending September 30, 2031. Services are available to eligible members, immediate family members, and retirees as outlined in the agreement.

Under this structure, the first three years would remain at the current rate, with only a modest 5% increase in years four and five. This approach helps maintain budget predictability in the near term while allowing Ready Rebound to continue providing an excellent level of service.

Agenda Item # 11

READY REBOUND MASTER SUBSCRIPTION AGREEMENT

This is a contract between Company and Customer. Customer is responsible for carefully reading all terms and conditions of this Agreement before signing an Order Form, clicking an "Accept" button, or accessing or using any Service. By signing an Order Form, or accessing or using any Service, Customer confirms that it has read and accepts this Agreement in its entirety. Any different or additional terms Customer may reference or provide to Company are overridden by this Agreement.

1. CONTRACT STRUCTURE AND ORDER-OF-PRECEDENCE

This Master Subscription Agreement ("MSA") is entered into between Ready Rebound, Inc. ("Company") and customer ("Customer") identified on the corresponding mutually executed order document between Customer and Company that references this MSA ("Order Form") as of the latest date set forth on the signature page of the Order Form ("Effective Date"). If Customer purchases Professional Services from Company, the Parties must enter into a statement of work ("SOW") describing those Services in the event such Professional Services are not described in the Order Form. In addition to the terms and conditions of the MSA, Customer's use of certain Services is subject to the additional terms and conditions provided in the Order Form ("Service-Specific Terms"). By using the Services listed in these Service-Specific Terms, Customer agrees that these Service-Specific Terms are incorporated into the MSA. Capitalized terms used below have the same meanings as used in the Agreement, unless expressly defined otherwise. This MSA, the Service-Specific Terms, all Order Forms and SOWs (collectively, the "Agreement") govern Customer's access to and use of Company's Service. In the event of any conflicts between this MSA, any Order Form, and any SOW, the following order-of-precedence applies: SOW takes precedence and prevails over its associated Order Form solely with respect to its subject matter; an Order Form takes precedence and prevails over this MSA solely with respect to its subject matter; and Service-Specific Terms takes precedence and prevails over this MSA solely with respect to its subject matter. Customer and Company may be referred to in the Agreement individually as a "Party" and collectively as the "Parties."

2. OWNERSHIP OF SERVICE AND CUSTOMER DATA

2.1 Ownership of the Service. The Service and Company Technology are the property of Company and its licensors, and are protected by copyright, patent, trade secret and other intellectual property laws. Company and its licensors retain any and all rights, title and interest in and to the Service and Company Technology (including all intellectual property rights), including all copies, modifications, improvements, extensions and derivative works thereof and any software, applications, inventions or other technology developed in connection with supporting the Company Technology. Customer's right to use the Service and Company Technology is limited to the rights expressly granted in this MSA and the applicable Order Forms. All rights not expressly granted to Customer are reserved and retained by Company and its licensors.

2.2 Ownership and Use of Customer Data. As between Customer and Company all Customer Data is the property of Customer. Company may store, access and process Customer Data as necessary to provide the Service, meet its obligations under the Agreement and verify Customer's compliance with terms of Service, including to monitor and analyze use of the Service, and to develop, improve and enhance the Service and other Company offerings.

2.3 Storage. Company stores Customer Data in data centers that are owned and controlled by Company or owned and controlled by a third-party vendor of Company. Customer Data may be accessed remotely for support and technical operations purposes from outside the US.

2.4 Feedback. Customer grants Company a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license to use and incorporate into the Services Customer's Feedback. Company will exclusively own any improvements or modifications to the Services based on or derived from any of Customer's Feedback including all intellectual property rights in and to the improvements and modifications.

3. GRANT OF ACCESS

Subject to the terms and conditions of this MSA, Company hereby grants to Customer the non-exclusive, non-transferable (except as specified in [Section 14.2](#) (Assignment)) right to access and use the Service and Company Technology during the Service Term in accordance with the limitations in this MSA and the terms of all applicable Order Form(s) and SOWs. Unless otherwise set forth in an applicable Order Form, the usage allotments (e.g., number of members) to which Customer is entitled will correspond to the Service to which Customer then subscribes.

If Customer's use of the Service exceeds the entitlements applicable to its then-current subscription, Company may (i) require Customer to pay any Fees associated therewith; or (ii) terminate all applicable Order Forms for cause in accordance with [Section 6.2\(b\)](#) (Termination of Order Form or SOW).

4. CUSTOMER RESPONSIBILITIES

4.1 Customer Responsible for Members. Customer is responsible for all activity related to the Customer's Members and for complying with all laws and regulations applicable to Customer's and its Members' use of the Service and Company Technology.

4.2 Use Restrictions. Customer must not, without Company's prior written consent, cause or permit the: (a) use, copying, modification, rental, lease, sublease, sublicense, operation of a service bureau, transfer or other commercial exploitation of, or other third party access to, any element of the Service or Company Technology, except to the extent expressly permitted by the Agreement; (b) creation of any modifications or derivative works of the Service or Company Technology; (c) reverse engineering of the Service or Company Technology; (d) gaining of unauthorized access to the Service, Company Technology or its related systems or networks; (e) interference with or disruption of the integrity or performance of the Service, Company Technology or the data contained therein (for example, via unauthorized benchmark testing or penetration testing); (f) sending, storing or use of any Customer Data in connection with the Service or Company Technology for which Customer lacks sufficient ownership or other rights; or (g) sending, storing or use of any infringing, obscene, threatening, libelous or otherwise unlawful or tortious material in connection with the Service or Company Technology. Customer also must use reasonable security measures to access the Service and Company Technology, and must not knowingly send, store or use any material containing any viruses, worms, Trojan horses or other malicious or harmful computer code, files, scripts, agents or programs in connection with the Service or Company Technology. Company also reserves the right to take all steps reasonably necessary to protect the security, integrity or availability of the Service or Company Technology (e.g., by temporarily suspending access by anyone who introduces malicious code or attempts to do so), notwithstanding anything to the contrary in the Agreement.

4.3 No Export; Government Use. Customer may not remove or export from the United States or allow the export or re-export of the Services, Company Technology or anything related thereto, or any direct product thereof in violation of any restrictions, laws or regulations of the United States Department of Commerce, the United States Department of Treasury Office of Foreign Assets Control, or any other United States or foreign agency or authority. As defined in FAR section 2.101, the Company Technology and documentation are "commercial items" and according to DFAR section 252.2277014(a)(1) and (5) are deemed to be "commercial computer software" and "commercial computer software documentation." Consistent with DFAR section 227.7202 and FAR section 12.212, any use modification, reproduction, release, performance, display, or disclosure of such commercial software or commercial software documentation by the U.S. Government will be governed solely by the terms of this Agreement and will be prohibited except to the extent expressly permitted by the terms of this Agreement.

4.4 No Medical Advice. Company is not a healthcare provider and does not provide medical advice. Company only acts as an intermediary to connect Members who seek medical advice to providers of medical advice. COMPANY HAS NO CONTROL OVER THE ACTIONS OF THE THIRD-PARTY PROVIDERS AND DOES NOT GUARANTEE OR PROMISE ANY SPECIFIC RESULTS FROM USE OF THE SERVICE. The Content and other materials created by Company or obtained from Company's licensors, and other materials contained on the Service are for informational purposes only. The Content is not intended to be a substitute for professional medical advice, diagnosis, or treatment. Customer acknowledges that Members should seek the advice of their physician or other qualified health provider with any questions they may have regarding a medical condition. Company does not recommend or endorse any specific tests, physicians, products, procedures, opinions, or other information that may be mentioned on the Service. Reliance on any information provided by Company, Company employees, others appearing on the Service at the invitation of Company is solely at the Members own risk. The service providers and professionals utilizing or featured on the Service are not Company employees. Any health education, opinions, advice, or information expressed by a professional or service provider utilizing or featured on the Service are of the professional and the professional alone. They do not reflect the opinions of the Company. Company does not recommend or endorse any specific tests, physicians, products, procedures, opinions, or other information that may be mentioned on Company or by a licensee of Company.

4.5 **Equipment.** Customer shall be responsible for obtaining and maintaining any equipment and ancillary services needed to connect to, access or otherwise use the Services, including, without limitation, modems, hardware, servers, software, operating systems, networking, web servers and the like (collectively, **"Equipment"**). Customer shall also be responsible for maintaining the security of the Equipment, Customer account, passwords (including but not limited to administrative and user passwords) and files, and for all uses of Customer account or the Equipment with or without Customer's knowledge or consent.

4.6 **Customer Data.** Customer or its applicable Member has obtained and will continue to obtain all rights, licenses and permissions necessary for Company to use the Customer Data in the provision of the Service as contemplated hereunder and shall be solely responsible for such Customer Data, including its legality, reliability, and appropriateness.

5. INDEMNIFICATION

5.1 **By Company.** Company shall, at its sole cost and expense, indemnify, defend and hold harmless Customer, its Affiliates and its and their respective officers, directors, employees, counsel, consultants and agents (**"Indemnitees"**) from and against all losses, liabilities, costs, damages and expenses, including but not limited to reasonable legal fees and expenses finally awarded against Customer (**"Losses"**), incurred or suffered by any of them as a result of third party claims, actions or demands (**"Claims"**), arising out of or in connection with infringement or misappropriation of intellectual property rights resulting from the authorized use of the Service.

5.2 **By Customer.** Customer shall, at its sole cost and expense, indemnify, defend and hold harmless the Company Indemnitees from and against all Losses, incurred or suffered as a result of third party Claims (including intellectual property claims) arising out of or in connection with (i) the unauthorized use of the Service or Company Technology, or (ii) Customer Data, and (iii) any disputes with Members including regarding their use of the Service.

5.3 **Exceptions.** Company's indemnification obligations under this Section 5 do not apply if (i) the allegation does not specify that the Service or Company Technology as the basis of the Claim, (ii) a Claim arises from the unauthorized use of the Service, (iii) a Claim arises from the use or combination of the Service or Company Technology or any part thereof with services, offerings, software, hardware or processes not provided by Company, or (iv) a Claim arises from the Customer or Members' violation of law, gross negligence or willful misconduct.

6. TERM, TERMINATION AND EFFECT OF TERMINATION

6.1 TERM

6.1(a) **Term of MSA.** This MSA will begin on the Effective Date and continue in effect until all Order Forms and SOWs, if any, expire or are terminated in accordance with this MSA.

6.1(b) **Term of Order Forms.** The initial term of each Order Form will start on the Start Date and end on the End Date as each is identified on the Order Form (the **"Initial Service Term"**), and shall renew automatically as set forth below. Unless otherwise set forth in the applicable Order Form, or unless the Order Form is terminated in accordance with Section 6.2(b), upon expiration of the Initial Service Term, the relevant Order Form will automatically renew on an annual basis for subsequent renewal terms of twelve (12) months (each a **"Renewal Service Term"**), unless either Party notifies the other Party in writing, at least ninety (90) days (subject to Section 7.2) prior to the end of the then-current Service Term, that it chooses not to renew. The Initial Service Term and all Renewal Service Terms (if any) are referred to in the Agreement collectively as the **"Service Term."**

6.2 TERMINATION

6.2(a) **Termination of Agreement.** Neither Party will have the right to terminate the Agreement without legally valid cause (no termination "for convenience"). This MSA will automatically terminate upon the date that all Order Forms and all SOWs, if any, have expired or been terminated in accordance with the terms set forth herein. Upon permitted termination of this MSA, all Order Forms and SOWs governed by it will also be terminated automatically.

(b) **Termination of Order Form or SOW.** Either Party may terminate an Order Form or SOW in accordance with their respective terms. Either Party may terminate an Order Form or SOW for cause upon written notice if the other Party fails to cure any material breach thereof, or any material breach of this MSA, within thirty (30) days after receiving reasonably detailed written notice from the other Party alleging the breach.

(c) **Termination for Change of Law.** Notwithstanding anything to the contrary in this MSA, if complying with any law applicable to the Service by Company enacted after the Effective Date would materially change the Parties' costs or risks in providing the Service, then the Parties' respective legal counsel will promptly meet to discuss alternative options. If the Parties are unable to reach an amicable resolution within thirty (30) days, then each Party will have the right to terminate the Agreement (including all Order Forms and SOW) – in which case the termination will be effective thirty (30) days thereafter. In the event of such a termination, Customer's sole right and Company's sole obligation (except to the extent otherwise expressly stated in this MSA) will be for Company to promptly refund to Customer, on a pro rata basis, any Fees paid under all Order Forms and SOW then in effect that are unused as of the termination effective date.

6.3 EFFECT OF TERMINATION

6.3(a) **Effect of Expiration or Termination of MSA.** Sections 1, 2, 4.2 - 4.4, 5, 6.3, 12, 13, 14, and 15 of this MSA will survive any expiration or termination of this MSA. An Order Form or SOW may identify additional terms that will survive any expiration or termination of the applicable Order Form or SOW.

(b) **Effect of Termination of MSA, Order Form or SOW.** Subject to the exclusive remedy provisions in this MSA: (a) if Customer terminates an Order Form, SOW or this MSA for uncured material breach in accordance with this MSA, Customer will be entitled to a refund, on a pro rata basis, of any prepaid Fees that are unused as of the termination effective date; and (b) if Company terminates an Order Form, SOW or this MSA for uncured material breach in accordance with Section 6.2, all amounts owed by Customer thereunder will become due and payable.

7. ORDER PROCESS

Customer orders the Service via one or more Order Forms, and Customer orders Company's Professional Services via one or more SOW. Customer's Affiliates are also permitted to sign Order Forms and SOWs with Company that are governed by this MSA, in which case all references to "Customer" in this MSA shall be interpreted to refer to the relevant Customer Affiliate for purposes of interpreting such Affiliate Order Forms and SOW; provided, however, that Company's maximum liability under Section 12 to Customer and all of its Affiliates who sign Order Forms or SOWs under this MSA shall not exceed, in the aggregate, the limits stated in Section 12.

7.1 **Purchase Orders.** If Customer requires that a purchase order (**"PO"**) be issued before making payment under an Order Form or SOW, Customer must provide to Company such valid PO conforming to the applicable Order Form or SOW in time for Customer to meet its payment obligations. The terms and conditions of any PO (or of any other unilateral Customer document not agreed in writing by authorized representatives of both Parties) will have no effect on the rights or obligations of the Parties, regardless of any failure to object to such terms and conditions.

7.2 **Modification of Fees Upon Renewal.** Company reserves the right to modify the Fees for its Service under one or more Order Forms, effective upon commencement of the next Renewal Service Term of the relevant Order Form(s), by notifying Customer in writing at least thirty (30) days before the end of the then-current Service Term. Unless Customer notifies Company in writing at least twenty (20) days prior to the end of the then-current Service Term that Customer chooses not to renew such Order Form(s), the modified Fees shall take effect under the relevant Order Form(s) upon commencement of the next Renewal Service Term.

8. FEES AND PAYMENT

8.1 **Payment Details.** Customer must pay all fees and charges in accordance with this MSA and each mutually executed Order Form and SOW (**"Fees"**). Except to the extent otherwise expressly stated in this MSA, or in an Order Form or SOW:

- all obligations to pay Fees are non-cancelable and non-refundable;
- Customer must make all payments without setoffs, withholdings or deductions of any kind;
- Customer must pay all Fees due under all Order Forms and SOW within thirty (30) days after Customer receives each invoice (invoices are deemed received when Company emails them to Customer's designated billing contact); and

d. all Fees must be paid in U.S. Dollars.

In accordance with each Order Form: (i) Company charges and collects in advance the annual Fees for use of the Service based on the Service subscribed to by Customer (after the Initial Service Term, Company will invoice Customer for such annual Fees at least thirty (30) days prior to the start of each Renewal Service Term); and (ii) if Customer's use of the Service exceeds the contracted usage volume(s) specified in the applicable Order Form, Customer will pay the additional usage-based Fees, as described in such Order Form. Company reserves the right to change the Fees or applicable charges and to institute new charges and Fees at the end of the Initial Service Term or then current renewal term, upon thirty (30) days prior notice to Customer (which may be sent by email).

8.2 **Taxes.** Company's Fees are exclusive of all taxes, levies, withholdings, deductions or duties imposed by taxing authorities in connection with any Order Forms or SOW. Customer is responsible for paying all such taxes, levies, withholdings, deductions or duties except any taxes based solely on Company's income or which do not arise from any Order Form or SOW. If Company has the legal obligation to pay or collect taxes for which Customer is responsible, that additional amount will be invoiced to, and paid by Customer, unless Customer provides Company a valid tax exemption certificate authorized by the appropriate taxing authority. If Customer has the legal obligation to withhold or deduct any amount from the Fees, the sum payable by Customer (in respect of which such deduction or withholding is required to be made) shall be increased to the extent necessary to ensure that Company receives a sum net of any withholding or deduction equal to the sum which it would have received had no such deduction or withholding been made or required to be made. Unless prohibited by the applicable taxing jurisdiction, the tax situs will be Customer's admin user address as set forth in the applicable Order Form. Customer may update such address by providing written notice to Company and taxes will be updated on a prospective basis.

8.3 **Customer Contact Information.** Customer agrees to provide Company accurate billing and other contact information for each Order Form and SOW at all times during the Service Term, including the name of Customer's applicable legal entity, and the street address, e-mail address, name and telephone number of an authorized billing contact. Customer shall update this information within thirty (30) days after any changes, via email to Company's Accounts Receivable team at invoices@readyrebound.com.

8.4 **Consequences of Non-Payment.** If Customer fails to make any payments required under any Order Forms or SOW, then in addition to any other rights Company may have under this MSA or applicable law:

a. Customer will owe Company an interest penalty of one and one-half percent (1.5%) per month on any outstanding balance under each delinquent invoice, or the maximum permitted by law (whichever is less);

b. Company will be entitled to recover its reasonable costs of collection;

c. Company may suspend the start of any Renewal Service Term, or subsequent Service Term agreed in an Order Form between the Parties; and

d. If Customer's account remains delinquent (with respect to payment of a valid invoice) for thirty (30) days after receipt of a delinquency notice from Company, which may be provided via email to Customer's designated billing contact, Company may temporarily suspend Customer's access to the Service for up to ninety (90) days to pursue good faith negotiations before pursuing termination in accordance with [Section 6](#). Customer will continue to incur and owe all applicable Fees irrespective of any such Service suspension based on such Customer delinquency.

9. THIRD PARTY INTERACTIONS

To the extent Customer's use of the Service requires use of any third-party products, packages or services not made available by Company (e.g., Salesforce CRM, the Amazon Web Services or a Web browser), Customer may be required to separately purchase or license such products, packages or services directly from the applicable third party. In addition, in connection with using the Service, Customer may choose to purchase or license certain other third-party products, packages or services identified by the Company. Any third-party products, packages and services and any terms associated therewith are between Customer and the relevant third parties. Company does not license, support, control, endorse or otherwise make any representations or warranties regarding any third-party products or services under this section, and in no event will Company have any liability whatsoever in connection therewith, even if Customer has directed Company to implement or configure the third-party products, packages or services. Customer is responsible for the conduct of any third party which obtains access to the Services from Customer.

10. PROFESSIONAL SERVICES

If Customer wishes to purchase any training, implementation or other professional services from Company relating to the Service ("**Professional Services**"), the Parties will mutually agree to one or more separate SOW (or if applicable, Order Form) containing the relevant description of services. Company Professional Services are separate and apart from the Service, and neither Party's obligations in connection with the Service are dependent in any way on any Professional Services. Company retains all ownership rights in and to all copyrightable works, deliverables, designs, inventions, know-how, software, techniques, trade secrets, work product and other materials created by or for Company (either alone or jointly with Customer or others) and provided to Customer, and any derivative works thereof, excluding any Customer Confidential Information. Company grants Customer a non-exclusive, non-transferable, royalty-free right to access and use the materials Company provides with the Professional Services internally in connection with the Service during the Term of this Agreement. Customer may not create derivative works of any materials Company provides with the Professional Services. Nothing in this MSA will prohibit, restrict or limit (i) Company from performing the same or similar Professional Services for or providing the same or similar work product to any third party, or (ii) Customer from hiring a third party to perform professional services related to the Services.

11. WARRANTIES AND DISCLAIMERS

11.1 **Mutual Warranties.** Each Party represents and warrants to the other that it has the legal power and authority to enter into this MSA, and that: (a) this MSA has been duly authorized, executed and delivered and constitutes a valid and binding agreement enforceable against such Party in accordance with its terms; (b) to the best of its knowledge, no authorization or approval from any third party is required in connection with such Party's execution, delivery or performance of this MSA; and (c) to the best of its knowledge, the execution, delivery and performance of this MSA does not violate the terms or conditions of any other legally binding agreement.

11.2 **Additional Customer Warranties:** Customer Party represents and warrants it will not use the Services for any illegal or unauthorized purposes and the use of the Services will not violate any applicable law or regulation.

11.3 **Additional Company Commitments.** Company further represents and warrants that:

a. It will use reasonable technical means to screen for and detect disabling devices, viruses, trojan horses, trap doors, back doors, time bombs, cancelbots and other computer programming routines designed to damage or detrimentally interfere with software or data;

b. The Service will perform substantially in accordance with the relevant documentation;

c. It will make reasonable efforts to notify Customer, at least thirty (30) days in advance via Company's Normal Communication Channels, of any scheduled changes Company believes are likely to have a material, adverse impact on Customer's use of the Service ("**Material Changes**"); and

d. Professional Services provided by Company will be performed in a professional and workmanlike manner.

If Company breaches any warranties in this [Section 11.3](#), Customer's exclusive remedy and Company's sole obligation will be for Company to make reasonable efforts to correct the non-conformity or, if Company is unable to correct the non-conformity within sixty (60) days after receipt of Customer's written notice, for Customer to terminate the applicable Order Form(s) or SOW and receive a refund, on a pro rata basis, of any Fees prepaid under such Order Form(s) or SOW that are unused as of the termination effective date.

e. It shall use reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Service. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Company or by third-party providers, or because of other causes beyond Company's reasonable control, but Company shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption.

11.4 **Warranty Disclaimers.** EXCEPT TO THE EXTENT EXPRESSLY STATED IN THIS MSA: (A) COMPANY AND ITS LICENSORS MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, WHETHER EXPRESS, STATUTORY OR IMPLIED (IN FACT OR BY OPERATION OF LAW),

REGARDING THE SERVICE, PROFESSIONAL SERVICES, OR ANY MATTER WHATSOEVER; AND (B) COMPANY AND ITS LICENSORS DO NOT WARRANT THAT THE SERVICE OR ANY PROFESSIONAL SERVICES ARE OR WILL BE ERROR-FREE, MEET CUSTOMER'S REQUIREMENTS, ACHIEVE ANY PARTICULAR RESULTS, OR BE TIMELY OR SECURE. COMPANY AND ITS LICENSORS EXPRESSLY DISCLAIM ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT WITH RESPECT TO THE SERVICE AND ANY PROFESSIONAL SERVICES, AND CUSTOMER HAS NO RIGHT TO MAKE OR PASS ON TO ANY THIRD PARTY ANY REPRESENTATION OR WARRANTY BY COMPANY.

CUSTOMER IS RESPONSIBLE FOR USING THE SERVICE IN COMPLIANCE WITH APPLICABLE LAW. USE OF THE SERVICE IS NOT A GUARANTEE OF COMPLIANCE WITH APPLICABLE LAW.

THE SERVICE MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF THE INTERNET OR ELECTRONIC COMMUNICATIONS. COMPANY IS NOT RESPONSIBLE FOR DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE, LOSS OR LIABILITY RESULTING FROM SUCH PROBLEMS NOT CAUSED BY COMPANY.

CUSTOMER AGREES THAT ITS SUBSCRIPTION TO THE SERVICE AND FEES DUE OR PAID UNDER THE AGREEMENT ARE NEITHER CONTINGENT ON THE DELIVERY OF ANY FUTURE FUNCTIONALITY OR FEATURES, NOR BASED ON ANY ORAL OR WRITTEN COMMENTS REGARDING ANY FUTURE FUNCTIONALITY OR FEATURES. MORE GENERALLY, IN ENTERING INTO THIS AGREEMENT, NEITHER PARTY IS RELYING ON ANY OTHER COMMITMENTS, STATEMENTS OR OTHER MATTERS NOT EXPRESSLY ADDRESSED IN THIS AGREEMENT, AN ORDER FORM OR AN SOW.

12. LIMITATION OF LIABILITY

NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS MSA, BUT ONLY TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW:

12.1 EXCEPT FOR (A) FEES DUE TO COMPANY UNDER APPLICABLE ORDER FORMS AND SOWS, (B) CUSTOMER'S OBLIGATIONS UNDER SECTIONS 4.2 (USE RESTRICTIONS), NEITHER PARTY'S TOTAL AGGREGATE LIABILITY ARISING FROM OR RELATING TO THE AGREEMENT WILL EXCEED THE FEES ACTUALLY PAID BY AND DUE FROM CUSTOMER IN THE 12-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH LIABILITY;

12.2 EXCEPT WITH RESPECT TO CUSTOMER'S OBLIGATIONS AND CUSTOMER'S LIABILITY UNDER SECTIONS 4.2 (USE RESTRICTIONS), IN NO EVENT WILL EITHER PARTY OR ITS AFFILIATES, OWNERS, OFFICERS, DIRECTORS, EMPLOYEES OR LICENSORS BE LIABLE OR OTHERWISE OBLIGATED TO THE OTHER PARTY OR ANYONE ELSE FOR ANY LOSS OF PROFITS, REVENUE, OPPORTUNITIES, ECONOMIC ADVANTAGE, GOODWILL, DATA OR USE, OR FOR ANY INDIRECT, CONSEQUENTIAL, HYBRID, INCIDENTAL, SPECIAL OR PUNITIVE DAMAGES OF ANY KIND, ARISING OUT OF OR IN ANY WAY RELATED TO THE AGREEMENT, REGARDLESS OF CAUSE, EVEN IF THE PARTY FROM WHICH DAMAGES ARE BEING SOUGHT OR SUCH PARTY'S AFFILIATES OR LICENSORS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND EVEN IF A REMAINING AVAILABLE REMEDY FAILS ITS ESSENTIAL PURPOSE; AND

12.3 THE TERMS OF SECTION 12 APPLY REGARDLESS OF THE FORM OF ACTION, WHETHER THE ASSERTED LIABILITY, CLAIM OR DAMAGES ARE BASED ON CONTRACT (INCLUDING BREACH OF WARRANTY), TORT (INCLUDING NEGLIGENCE), STATUTE, OR ANY OTHER LEGAL OR EQUITABLE THEORY.

THE PROVISIONS OF THIS SECTION 12 ALLOCATE RISKS UNDER THE AGREEMENT BETWEEN CUSTOMER AND COMPANY, AND THE FEES CHARGED FOR THE SERVICE ARE BASED ON THIS ALLOCATION OF RISKS AND THESE LIMITATIONS OF LIABILITY. COMPANY SHALL IN NO EVENT BE LIABLE TO YOU OR TO ANYONE FOR ANY DECISION MADE OR ACTION TAKEN BY ANY PARTY (INCLUDING, WITHOUT LIMITATION, ANY MEMBER) IN RELIANCE ON INFORMATION ABOUT PROFESSIONALS AND SERVICE PROVIDERS ON THE SERVICE.

13. CONFIDENTIALITY

13.1 Definition. As used in this Agreement, "**Confidential Information**" means information and materials provided by or on behalf of the disclosing Party or its Affiliate(s) ("**Discloser**") to the Party or its Affiliate(s) receiving such information or materials ("**Recipient**") that (a) are identified as confidential at the time of disclosure, or

(b) a reasonable person in the relevant industries should understand to be confidential based on the nature of the information and materials and all other relevant factors. For the avoidance of doubt, Customer's Confidential Information includes Customer Data and Customer's non-public business plans, and Company's Confidential Information includes pricing terms offered under any Order Form, Company's non-public business plans, all non-public aspects of the Company Technology, and the results of any evaluation of the Service performed by or on behalf of Customer for purposes of monitoring its availability, performance or functionality, or for any other benchmarking or competitive purposes.

13.2 Permitted Disclosures and Obligations. Recipient must not use any of Discloser's Confidential Information for any purpose other than carrying out Recipient's obligations or exercising its rights under the Agreement. For the avoidance of doubt, use of Confidential Information in an aggregated and anonymized manner that eliminates or does not include Personal Data is not prohibited. Recipient also must not disclose to any third party any Confidential Information, other than to Recipient's Affiliates, contractors and consultants who (a) need to know such information, and (b) are bound by confidentiality obligations substantially similar to Recipient's under this Agreement (each Party is fully responsible for its respective Affiliates', contractors' and consultants' compliance with this Agreement). Recipient must treat all Discloser Confidential Information with the same degree of care Recipient gives to its own Confidential Information, but not less than reasonable care. Recipient and its Affiliates, contractors and consultants who receive Confidential Information hereunder must: (i) not use any such Confidential Information to compete with Discloser or in any other way except as reasonably necessary; (ii) promptly notify Discloser of any unauthorized use or disclosure of its Confidential Information of which Recipient becomes aware; and (iii) reasonably assist Discloser in remedying any such unauthorized use or disclosure.

13.3 Exclusions. Recipient's obligations under Section 13 do not apply to Discloser Confidential Information that Recipient can prove: (a) is or becomes part of the public domain through no fault of Recipient; (b) is rightfully in Recipient's possession free of any confidentiality obligation; or (c) was independently developed by Recipient without using any Discloser Confidential Information. Disclosure by Recipient of Confidential Information (i) in response to a valid order or other legal process issued by a court or other governmental body having jurisdiction, (ii) as otherwise required by law, or (iii) necessary to establish the rights of either Party will not be a breach of this Agreement if, to the extent legally permitted, Recipient gives prompt notice and reasonable cooperation so Discloser may seek to prevent or limit such disclosure. Except to the extent permitted by a separate written agreement, the Parties will not disclose any information requiring an authorization to be exported outside of the United States.

13.4 Ownership and Destruction of Confidential Information. As between Discloser and Recipient, all Discloser Confidential Information is the property of Discloser, and no license or other rights are granted or implied hereby. Promptly after any request by Discloser, Recipient will destroy or return to Discloser all Confidential Information and materials in Recipient's possession or control. However, Recipient may retain electronic copies of any computer records or electronic files containing any Discloser Confidential Information that have been created pursuant to Recipient's standard, reasonable archiving and backup practices.

13.5 Confidentiality Period. Recipient's obligations with respect to Discloser's Confidential Information under Section 13 will remain in effect for the term of the Agreement and for three (3) years after any expiration or termination of the Agreement. Notwithstanding the foregoing, Recipient's obligations under the Agreement will continue to apply to Confidential Information that qualifies as a trade secret or Personal Data under applicable law for as long as it so qualifies.

14. GENERAL

14.1 Governing Law and Dispute Resolution. The Agreement is governed by Wisconsin law and controlling United States federal law, without regard to conflicts of law provisions of any jurisdiction. The Service is a service, not a good, and is not subject to the Uniform Commercial Code, the Uniform Computer Information Transactions Act, or the United Nations Convention on the International Sale of Goods. Any disputes, actions, claims or causes of action arising out of or relating to the Agreement or the Service will be subject to the exclusive jurisdiction of the state and federal courts located in Milwaukee County, Wisconsin, USA. However, other than with respect to seeking injunctive relief in connection with matters that qualify for such an extraordinary remedy under applicable law, neither Party may initiate any litigation against the other Party until after providing clear written notice of its intention to do so and first making a good faith effort

to resolve the dispute informally through escalation to an appropriate level of executive management of both Parties for at least thirty (30) days after providing such notice.

14.2 Assignment and Other Transfers. Neither Party may assign, sublicense or otherwise transfer (by operation of law or otherwise) the Agreement, or any of a Party's rights or obligations under the Agreement, to any third party without the other Party's prior written consent, which consent must not be unreasonably withheld, delayed or conditioned; provided, however, that upon written notice to the other Party, either Party may assign or otherwise transfer this Agreement, along with all associated Order Forms and SOWs (and all its rights and obligations thereunder), (a) to a successor-in-interest in connection with a merger, acquisition, reorganization, a sale of most or all of its assets, or other change of control, or (b) to its Affiliate.

Notwithstanding anything to the contrary in this section, however: (i) in the event of any permitted transfer by Customer under this section to a direct competitor of Company, Company will have the right to terminate this Agreement, including all associated Order Forms and SOW, for cause under Section 6.2 (in the event of such a termination, Company will promptly refund to Customer, on a pro rata basis, all Fees prepaid by Customer under all Order Forms and SOW then in effect that are unused as of the termination effective date); and (ii) Customer is not allowed to transfer to a successor-in-interest or Affiliate a subscription to a particular version of the Service if in Company's sole determination such successor-in-interest or Affiliate would not otherwise be eligible to subscribe to that version.

In the event of a transfer by Customer that is permitted under this section, the rights granted under this Agreement shall continue to be subject to the same usage limitations that applied under applicable Order Forms prior to the transfer (e.g., any transaction volume terms and limitations to particular Customer legal entities, business units, projects, brands, products or services set forth therein). Any purported assignment or other transfer in violation of this section is void. Subject to the terms of this section, this Agreement will bind and inure to the benefit of the Parties and their respective permitted successors and transferees.

14.3 Force Majeure. If either Party is prevented from performing, or is unable to perform, any of its obligations under this Agreement due to any cause beyond its reasonable control, e.g., war, riots, labor unrest, fire, earthquake, flood, hurricane, other natural disasters and acts of God, Internet service failures or delays, and denial of service attacks (collectively, "**Force Majeure**"), the affected Party's performance will be excused for the resulting period of delay or inability to perform. The affected Party must, however, (a) give the other Party prompt written notice of the nature and expected duration of such Force Majeure, (b) use commercially reasonable efforts to mitigate the delay and other effects, (c) periodically notify the other Party of significant changes in the status of the Force Majeure, and (d) notify the other Party promptly when the Force Majeure ends.

14.4 Marketing. Company may: (i) identify Customer as a Company customer with Customer's prior written consent (not to be unreasonably withheld); (ii) issue a mutually agreed press release announcing that Customer has selected Company as a vendor; and (iii) during the Initial Service Term, make available a member of the Customer marketing department to participate in virtual meetings with Company's customer advocacy team to discuss other potential marketing and communication opportunities regarding Customer's use of the Service.

14.5 Independent Contractors. The Parties are independent contracting parties. Neither Party has, or will hold itself out as having, any right or authority to incur any obligation on behalf of the other Party. The Parties' relationship in connection with the Agreement will not be construed as a joint venture, partnership, franchise, employment, or agency relationship, or as imposing any liability upon either Party that otherwise might result from such a relationship.

14.6 Notices. All legal notices (e.g., notice of termination of this Agreement or an Order Form based on an alleged material breach) required under this Agreement must be delivered to the other Party in writing (a) in person, (b) by nationally recognized overnight delivery service, or (c) by certified U.S. mail (requiring signature) to the other Party's corporate headquarters, Attention: Legal Department. With respect to all other notices, Customer may email Company at hello@readyrebound.com, and Company may email Customer's billing contact identified on the applicable Order Form(s) or SOW. Either Party may change its notice address by giving written notice to the other Party.

14.7 Anti-Corruption. Each Party acknowledges it has not received or been offered any illegal or otherwise improper bribe, kickback, payment, gift or other thing of value by any employee, representative or agent of the other Party in connection with the Agreement. Each Party will use reasonable efforts to promptly notify the other Party if it becomes aware of any circumstances that are contrary to this acknowledgment.

14.8 Export. Each Party agrees to comply with all applicable laws, regulations, orders and sanctions relating to prohibitions or limitations on relationships or transactions with prohibited countries or individuals (e.g., those administered by the U.S. Commerce or Treasury Departments). Customer shall not make the Service available to any individual or entity that is (i) located in a country that is subject to a United States government embargo, or (ii) is listed on any United States government list of prohibited or restricted parties.

14.9 Contract Revisions. Company may make modifications to this Agreement by providing 30 (thirty) days prior notice. Such notice shall be either: (a) written; (b) email to the address associated with Customer account; or (c) via the Services. The modifications to this Agreement will be considered agreed to by the Customer and shall apply 30 (thirty) days after Company sends the notice.

14.10 Entire Agreement. This MSA, together with any applicable Order Forms and SOWs (including any other terms referenced in any of those documents), comprises the entire agreement between Customer and Company regarding the subject matter of the Agreement, and supersedes all prior or contemporaneous negotiations, discussions or agreements (including any non-disclosure or other agreement governing the sharing of confidential information by and between Company and Customer), whether written or oral, between the Parties regarding such subject matter, and may only be modified by a document signed by authorized representatives of both Parties. Each term and provision of the Agreement is valid and enforceable to the fullest extent permitted by law, and any invalid, illegal or unenforceable term or provision shall be deemed replaced by a term or provision that is valid and enforceable and that most effectively accomplishes the Parties' shared goals and intent, determined from the perspective of an objective, reasonable person.

15. DEFINITIONS

As used in the Agreement:

"Affiliate" means a company, corporation, individual, partnership or other legal entity that directly or indirectly controls, is controlled by, or is under common control with a Party to the Agreement. For purposes of this definition, "control" means direct or indirect ownership or control of more than fifty percent (50%) of the voting interests of the subject entity;

"Content" means the audio and visual information, documentation and services contained in or made available via the Service, other than Customer Data and Customer Confidential Information;

"Customer Data" means any data, information or material processed by the Service (including Personal Data) in the course of Customer or Members' use of the Service;

"Customer Personal Data" means that portion of Customer Data that is Personal Data received from Customer or Members in the course of accessing or using the Services pursuant to the Agreement.

"including" (and its variants) means including without limitation.

"Feedback" means suggestions, comments, improvements, ideas, or other feedback or materials regarding the Services provided by Customer to Company.

"Normal Communication Channels" means the online channels through which Company normally communicates important information to its customers, e.g., the email address(es) provided by Customer (Customer must opt-into Company's online community site to receive certain important information regarding such changes and to take other required action relating to use of the Service);

"Personal Data" means any information relating to an identified or identifiable natural person as such term or its equivalent (e.g., personally identifiable information or personal information);

"Service" means Company's offerings ordered by Customer on an Order Form (including all related Content);

"SOW" means Statement(s) of Work, Work Authorization(s) or other contract(s) under which Company provides its Professional Services;

"Member(s)" means Customer's employees, representatives, consultants, contractors and agents who have been authorized by Customer to use Service; and

"Company Technology" means all of Company's and its licensors' proprietary technology that Company makes available to Customer as part of or in connection with Customer's subscription to the Service (including any and all software, software packages, hardware, products, processes, APIs, algorithms, user interfaces, trade secrets, know-how, techniques, designs and other tangible or intangible technical material or information).

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by duly authorized officers or representatives as of the Effective Date.

Company: Ready Rebound, Inc.	Customer:
By:	By:
Name: David Reeves	Name:
Title: Chief Executive Officer	Title:
Date:	Date:



Ready Rebound, Inc.
311 E. Chicago St.
Suite 520
Milwaukee, WI, 53202
United States

Created On: 6/19/26
Order Form Expiration: 7/19/26
Subscription Start Date: 10/1/26
Subscription End Date: 9/30/31

For bill payments, ACH is preferred, but if necessary, please send checks to:
Ready Rebound, Inc.
PO Box 719172
Chicago, IL 60677-9422

Prepared By: Raquel Morales on behalf of Eric Erhardt
Email: eerhardt@readyrebound.com
Subscription Term: 5 Year

Customer Information					
Customer:	East Fork Fire Protection District, NV	Contact Name:	Holly Megee	Billing Contact:	Holly Megee
Bill To/Ship To:	1694 County Road, Minden, NV 89423	Email:	hmegee@eastforkfire.org	Email:	hmegee@eastforkfire.org
		Phone:	775-783-6408		

Order Details		PO # If Required:
Billing Frequency:	Annual	
Payment Terms:	Net Thirty (30) Days	

SUBSCRIPTION SERVICES:

Product / Service	Member Type	Paid Members	Price per Member per Year	Start Date	End Date	Annual Fee
Ready Rebound Recover 24/7 access to licensed athletic trainers, individualized healthcare navigation and advocacy, and preferred access to medical providers. Sports medicine healthcare model for members and nuanced return-to-work communication for all stakeholders, including employers and medical providers. Service is available for all musculo-skeletal injury circumstances for paid members, their immediate family, and retirees.	Fire	85	\$ 205.06	10/1/26	9/30/27	\$17,430.10
	Fire	85	\$ 205.06	10/1/27	9/30/28	\$17,430.10
	Fire	85	\$ 205.06	10/1/28	9/30/29	\$17,430.10
	Fire	85	\$ 215.32	10/1/29	9/30/30	\$18,302.20
	Fire	85	\$ 226.08	10/1/30	9/30/31	\$19,216.80
						\$0.00
						\$0.00
Total Subscription Fees:						\$89,809.30

PROFESSIONAL SERVICES:

Professional Service	Amount	Date	Total Price
Implementation Establishment of provider partnerships, department training, and member onboarding. Exact implementation timelines will be confirmed with the Client administration during the Project Kickoff call.	WAIVED	10/1/26	WAIVED

Total Professional Services Fees: \$0.00

Billing Table:

Due Date	Amount Due
10/1/26	\$17,430.10
10/1/27	\$17,430.10
10/1/28	\$17,430.10
10/1/29	\$18,302.20
10/1/30	\$19,216.80

Order Form Legal Terms

This Order Form is entered into between Ready Rebound, Inc., with its principal place of business at 311 E. Chicago St., Suite 520, Milwaukee, WI 53202 ("Ready Rebound"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates the Master Subscription Agreement ("MSA") executed by the parties and attached, or if no such MSA is executed or attached, the MSA at <https://readyrebound.com/terms-and-conditions-102dn3> and any applicable Statement of Work ("SOW") incorporated herein in the event additional Professional Services are purchased. The Order Form, MSA and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Subscription Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the MSA. Each party's acceptance of this Order Form is conditional upon the other's acceptance of the terms in the MSA to the exclusion of all other terms. This Order Form is executed by a duly authorized signatory. In addition the Parties agree to amend the MSA to include the following new section(s): The subscription for Services will automatically renew for Term 2 unless we receive a written notice of cancellation at least ninety (90) days prior to the commencement of Term 2. Failure to provide the 90-day written notice will result in automatic renewal of the subscription for the subsequent terms.

MSA link: <https://readyrebound.com/terms-and-conditions-102dn3>

Customer:		Company:	Ready Rebound, Inc.
Signature:		Signature:	
Name		Name	
Title		Title	
Date		Date	

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve an amendment to the Fee and Rate Schedule adopted by Resolution No. 2026R-003R presented at the June 16, 2026, Board meeting. The amendment is to establish the FY 2026/2027 mileage reimbursement rate from \$37.52 to \$39.29. This amendment is administrative in nature and does not modify any other provisions of the adopted Fee and Rate Schedule. (Julie Andress, Director of Finance/CFO) 10 Minutes.
2. **Recommended Motion:** Motion to approve an amendment to the Fee and Rate Schedule adopted by Resolution No. 2026R-003R to establish the FY 2026/2027 mileage reimbursement rate from \$37.52 to \$39.29.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Presented at the June 16, 2026, Board of Directors meeting, the Board adopted Resolution No. 2026R-003R approving the District's Fee and Rate Schedule for Fiscal Year 2026/2027. Following adoption, staff identified an administrative error in the mileage reimbursement rate included in the adopted schedule.

The approved Fee and Rate Schedule incorrectly list the mileage reimbursement rate as \$37.52. The correct mileage reimbursement rate for FY 2026/2027 is \$39.29.

This amendment is administrative in nature and is intended solely to establish the mileage reimbursement rate contained in Resolution No. 2026R-003R. No other fees, rates, or provisions of the adopted Fee and Rate Schedule are affected by this amendment.

Agenda Item # 12

East Fork Fire Protection District
Fee & Rate Schedule
Effective July 21, 2026

RESTITUTION

Personnel costs will be actual costs by personnel responding and will be consistent with current labor agreements and MOU's as approved by the East Fork Board of Directors.

Position	Hourly Rate
Volunteer Firefighter	\$ 25.00
Non-Sworn Civilian staff	\$ 45.02
Director of Finance	\$ 111.96
Director of Administrative Services	\$ 101.01
Executive Program Administrator	\$ 79.45
Inspector	\$ 81.48
Master Mechanic	\$ 92.36
Fuels Management Squad Boss	\$ 82.64
Fuels Management Crew Member	\$ 76.60
Seasonal Fuels/Fire Crew Member	\$ 29.46
Firefighter	\$ 68.13
Engineer	\$ 74.38
Captain	\$ 87.64
Captain/Investigator	\$ 94.43
Battalion Chief	\$ 109.22
Deputy Chief	\$ 154.22
District Fire Chief	\$ 188.08

INCIDENT

Personnel responding to an incident on an Overhead resource order will be billed on a portal to portal basis. Personnel costs will be actual costs by personnel responding and will be consistent with current labor agreements and MOU's as approved by the East Fork Board of Directors.

Position	Hourly Rate
Volunteer Firefighter	\$ 25.00
Non-Sworn Civilian staff	\$ 45.02
Director of Finance	\$ 111.96
Director of Administrative Services	\$ 101.01
Executive Program Administrator	\$ 79.45
Inspector	\$ 81.48
Master Mechanic	\$ 92.36
Fuels Management Squad Boss	\$ 82.64
Fuels Management Crew Member	\$ 76.60
Seasonal Fuels/Fire Crew Member	\$ 29.46
Firefighter	\$ 95.39
Engineer	\$ 104.13
Captain	\$ 122.69
Captain/Investigator	\$ 94.43
Battalion Chief	\$ 152.90
Deputy Chief	\$ 154.22
District Fire Chief	\$ 188.08

Rates include salary and benefits of the position. Volunteer firefighters will be billed upon their current deemed wage from the State of Nevada for workers compensation payments. The billed rates will be at the actual cost at time of incident and may be different than the rate quoted in this document.

East Fork Fire Protection District
Fee & Rate Schedule
Effective July 21, 2026

EQUIPMENT

Equipment responding to an incident on an equipment resource order will be billed for hours worked as indicated on the Crew Time Report/ Shift Ticket. (The rates "wet" and includes maintenance and fuel unless incident caused)

ICS Kind/Type	Hourly Rate
Engine (Type 1 or 2)	\$ 365
Engine (Type 3)	\$ 333
Engine (Type 5)	\$ 301
Engine (Patrol)	\$ 185
Water Tender (Tactical)	\$ 223
Water Tender (Supply)	\$ 248
Rescue (Ambulance)	\$ 180
Squad (Heavy Rescue)	\$ 223
Truck (Aerial Ladder)	\$ 385
Haz Mat Unit (Level III)	\$ 275
Chipper	\$ 72
Masticator (wet) Skid Steer **	\$ 191
Air/Light Unit **	\$ 180
Chainsaw	\$ 4
Weed Wacker	\$ 4
Backpack Blower	\$ 4
ICS Kind/Type	Daily Rate
Gooseneck Trailer **	\$ 35
Dozer Til **	\$ 5,255
Transport w/Lowboy **	\$ 7/mile
UTV	\$ 239
Line Medic Bag (Includes AED & EMS to perform as Paramedic at an Incident)	\$ 365
Laptop/Cell Phone Usage (Usage fee for personnel to access laptops/cell phones to preform job functions at an incident)	\$ 32

Note: Each equipment rate will also include current GSA Mileage Rate

**Future equipment to be acquired

VEHICLES

Vehicles used by overhead personnel will be billed on a daily rate (calendar rate) as shown below. Portions of one day will count as a full day. (The rates "wet" and includes maintenance and fuel unless incident caused)

Vehicle	Daily Rate
Pickup, SUV or Utility	\$ 95
Chipper Truck	\$ 290
Large Chipper Truck **	\$ 512
Command Vehicle	\$ 111
Mechanic Vehicle	\$ 122
Passenger Van **	\$ 78
Trailer (Rehabilitation, Incident Support or Incident Command)	\$ 2,588

**Future vehicles to be acquired

Note: Each vehicle rate will also include current GSA Mileage Rate

Note: Trailer is climate controlled, 2 separate rooms, 2 workstations with computer monitors, and extra folding tables and 4 folding chairs. Included is Starlink Internet Kit, Solar generator and (2) 2 solar panels for the Starlink, and 9500 watt gas generator.

**East Fork Fire Protection District
Fee & Rate Schedule
Effective July 21, 2026**

EMS PREPLANNED EVENT/STANDBY AGREEMENT

EMS AGREEMENT	Hourly Rate
Rescue, Firefighter Paramedic/Advanced Paramedic	\$ 357

Note: 2 Hr minimum charge

MEDICAL BILLING

MEDICAL BILLING	Hourly Rate
ALS 1 Emergency	\$ 1,762.97
ALS 2 Emergency	\$ 1,909.89
ALS 1 Nonemergency	\$ 1,762.97
BLS emergency	\$ 1,469.15
BLS non-emergency	\$ 1,469.15
BLS Return Home	\$ 433.40
SCT	\$ 2,791.38
Advanced airway	\$ 167.48
Spinal Motion Restriction	\$ 129.28
Defib	\$ 160.14
EKG	\$ 152.79
IV	\$ 139.57
Medications	\$ 167.48
Treat/no transport	\$ 229.19
Oxygen	\$ 114.59
Stand by	\$ 229.19
Treat at scene. Mod to severe	\$ 761.02
Bariatric (> 300 lbs)	\$ 229.19
Mileage *	\$ 39.29

Note: Mileage annual increase based on Western Region CPI of Gasoline (all types)

** Annual Rate Increase based on April 2026 Western Region Medical CPI, 3.4%

RESOLUTION NUMBER 2026R-003R
ESTABLISHING AN INCIDENT REIMBURSEMENT RATE SCHEDULE FOR THE EAST FORK FIRE
PROTECTION DISTRICT

WHEREAS, the East Fork Fire Protection District routinely enters into mutual aid agreements, annual operating plans, and service agreements with local, state and federal agencies, responds to all-hazard incidents for the preservation of life, property, and the protection of the environment, and;

WHEREAS, the East Fork Fire Protection District is able to, as allowed by Nevada law and/or Douglas County Code, seek restitution for response to all-hazard incidents. This is possible in both criminal and civil proceedings for incident types, such as hazardous material, illegal burns, as well as other incident types, and;

WHEREAS, a rate schedule is appropriate to recover incident response costs using rates to ensure that a standard, consistent rate is uniformly applied.

NOW, THEREFORE, BE IT RESOLVED by the East Fork Fire Protection District Board of Directors for the East Fork Fire Protection District that the attached incident reimbursement rate schedule is effective July 21, 2026, until replaced.

ADOPTED this 21st day of July 2026

VOTE:

Ayes _____

Nays _____

Absent _____

Michael Sommers, President
Board of Directors
East Fork Fire Protection District

Attest:

Barbara Jolene Polish, Board Clerk

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to authorize the purchase of a demo model Arctic 2500 trailer mounted breathing air compressor for the price of \$134,995 which supports the approved 5-year Capital Improvement Plan (CIP). (Alan Ernst, District Fire Chief) 10 Minutes.
2. **Recommended Motion:** Motion to approve the purchase of a demo model Arctic 2500 trailer mounted breathing air compressor for the price of \$134,995 which supports the approved 5-year Capital Improvement Plan (CIP).
3. **Funds Available:** NA **Amount:** \$134,995

Fund Name: General Fund **Account Number:** 546.700
4. **Prepared by:** Larry Goss, Deputy Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** The District currently relies on breathing air compressor systems to refill self-contained breathing apparatus (SCBA) cylinders used by firefighters during emergency incidents, training, and specialized operations. Reliable breathing air equipment is essential to maintain firefighter safety, operational readiness, and compliance with applicable breathing air quality standards. A mobile breathing air system also improves incident sustainability by allowing SCBA cylinders to be refilled at the scene of extended emergencies, reducing travel time to fixed fill stations and increasing personnel availability.
Staff have identified an opportunity to purchase an Arctic 2500 trailer-mounted breathing air compressor demonstration unit at a reduced cost compared to a new system. The unit has approximately 163 operating hours and remains under the manufacturer's five-year factory warranty through October 2029. The warranty includes coverage of the compressor block, filtration system, and battery system. Prior to delivery, the manufacturer will complete a full service of the unit.
The trailer-mounted system includes:
 - Arctic 2500 breathing air compressor
 - Two-position SCBA fill station
 - Four-bank manual cascade control panel
 - Four storage cylinders
 - M4200 carbon monoxide monitoring system
 - Single 7,000-pound axle with electronic brakes
 - 24 kW All Power Technology battery system
 - Scene lighting
 - Adjustable-height 2-5/16-inch ball hitch
 - High-pressure hose reel
 - Low-pressure hose reel
 - 120-volt and 12-volt/USB auxiliary power outlets
 - 50-foot, 30-amp shore power cable
 - Bolt-on tongue toolbox
 - Spare tire kit

Purchasing this demonstration unit provides the District with equipment that is essentially

in like-new condition while realizing significant cost savings over a new system, avoiding current manufacturing lead times, and maintaining the benefit of an extended factory warranty. The trailer-mounted configuration enhances operational flexibility by allowing breathing air support to be deployed wherever it is needed throughout the District, during mutual aid responses, and at regional incidents. In addition, when connected to a 50-amp shore power source, the unit functions as a stationary breathing air compressor without drawing from or impacting the onboard battery system. This dual-purpose capability provides both a permanent station-based filling solution and a fully self-contained mobile breathing air resource when deployed.

Agenda Item # 13

Ph: 510-839-5111
 TF: 800-443-3556
oaksales@lncurtis.com
 UEI#: DDLSADSWN7U7



Pacific North Division
 6723 Sierra Court, Suite C
 Dublin, CA 94568
www.LNCurtis.com

Quotation

CUSTOMER:	SHIP TO:	QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
East Fork Fire Protection District NV 1694 County Road Minden NV 89423	East Fork Fire Protection District NV 941 Mitch Drive Gardnerville NV 89460	377220	02/23/2026	08/31/2026
		SALESPERSON	CUSTOMER SERVICE REP	
		Nicolai Caviglia ncaviglia@lncurtis.com 775-721-7678	Dan Bria dbria@lncurtis.com 775-721-7678	

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	LARRY GOSS	C30364	Net 30	FR
F.O.B.	SHIP VIA	DELIVERY REQ. BY		
DEST	Standard Shipping			

NOTES & DISCLAIMERS

Thank you for this opportunity to quote. We are pleased to offer requested items below. If you have any questions, need additional information, or would like to place an order, please contact your Customer Service Rep as noted above.

Safety Warning Notice: Products offered, sold, or invoiced herewith may have an applicable Safety Data Sheet (SDS) as prepared by the manufacturer of the product. The SDS is provided with the product. In addition, manufacturer's safety and/or warning notices, instructions and information relating to the proper use and care of the product is provided with the product. All applicable SDS, safety and/or warning notices, instructions and other information provided with the product should be thoroughly read, reviewed, and understood prior to handling, distributing, using, reselling, or servicing any and all products provided by Curtis. Materials utilized to clean, repair, maintain and/or service your owned equipment, as well as Curtis owned equipment, may contain per-and polyfluoroalkyl substances (PFAS) to meet national standards or original equipment manufacturer specifications. For other important product notices and warnings, or to request an SDS, product specifications, manufacturer's safety notices, instructions and/or warning notices, please contact Curtis or visit <https://www.lncurtis.com/product-notices-warnings>

Transportation is included in below pricing.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
1	1	EA	T1-E4-20-A6-E3C ARCTIC DEMO	Arctic 2500 Compressor Block, Two position Fill Station, 4 Bank Manual Control Panel, 4 Storage Cylinders, M4200 CO Monitor, Single 7000Lb Axle, Electronic Brakes, 24 kW battery with All Power Technology, Scene Lighting, Adjustable height ball hitch (2-5/16), High-Pressure Hose Reel, 120V 15Amp and 12V/USB Auxiliary Power Outputs and 12V Busbar, with: • Spare Tire Kit • T1-OPT-008 50' 30A Shore Power Cable • T1-OPT-004 Add Low Pressure Hose Reel • T1-OPT-011 Add Tongue Toolbox (Bolt On) - Block, Filtration System and Batteries are under full warranty until October 2029		\$134,995.00	\$134,995.00

Ph: 510-839-5111
TF: 800-443-3556
oaksales@lncurtis.com
UEI#: DDLSADSWN7U7



Pacific North Division
6723 Sierra Court, Suite C
Dublin, CA 94568
www.LNCurtis.com

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	PL	UNIT PRICE	TOTAL PRICE
----	-----	------	-------------	-------------	----	------------	-------------

Small Business
CAGE Code: 5E720
SIC Code: 5099
Federal Tax ID: 94-1214350
UEI #DDLSADSWN7U7

This pricing generally remains firm until 08/31/2026. Pricing is subject to change if product is affected by the implementation of a tariff. Contact us for updated pricing after this date.

Due to market volatility, global supply chain pressures, and supply shortages, we recommend contacting your local L.N. Curtis and sons office prior to placing your order to confirm pricing and availability. This excludes our GSA Contract and other Fixed Price Contracts which are governed by contract-specific prices, terms, and conditions.

Subtotal	\$134,995.00
Estimated Tax Total	\$0.00
Transportation	\$0.00
Total	\$134,995.00

[View Terms of Sale and Return Policy](#)

ALL POWER Mobile Air Trailer Fill Chart

	Onboard Air Storage	24 kWh Battery Pack	48 kWh Battery Pack	Number of SCBA/SCUBA Cylinder Fills							
				30 minute	30 minute	45 minute	45 minute	60 minute	60 minute	60 minute	SCUBA
				2216 psi	4500 psi	5500 psi	4500 psi	5500 psi	4500 psi	5500 psi	3000 psi
				45 cu. ft.	45 cu. ft.	45 cu. ft.	66 cu. ft.	66 cu. ft.	88 cu. ft.	88 cu. ft.	88 cu. ft.
Number of SCBA/SCUBA Cylinder Fills											
Onboard Air Storage: (4) 510 cu. ft. UN/ISO cylinders @ 6000 psi	X			48	30	18	19	12	13	9	22
Onboard Air Storage + Battery Pack	X	X		78	48	29	31	19	20	15	36
	X		X	108	68	41	43	27	28	20	50
Additional number of SCBA/SCUBA cylinder fills added per hour based on electric recharge supply											
2000 Watts				3	3	3	2	2	1	1	1
5000 Watts				8	8	8	5	5	4	4	4
7500 Watts				12	12	12	8	8	6	6	6
10000 Watts				16	16	16	11	11	8	8	8
120V 30A Power Continuous Run Mode				5	5	5	3	3	2	2	2
240V 50A Power Continuous Run Mode				32	32	32	22	22	16	16	16

*Estimated number of SCBA/SCUBA fills is based on 500 psi minimum of residual pressure in the cylinders being refilled.
 Values above are recommendations and may differ depending on operating conditions, filling methods, and other factors.

ALL POWER Mobile Air Trailer

Battery Charging Time Estimate Table

Note: The table below represents an estimated amount of time for the ALL POWER Mobile Air Trailer to charge from 0% to 100%. The ALL POWER is also capable of accepting input power continuously while compressing even if the amount of input power would not be capable of running the compressor electric motor by itself. Providing this smaller amount of continuous power via generator or other power source will extend the run time proportionally to the amount of power being added to the onboard battery pack regardless of the size of battery pack.

The estimates provided below are under ideal conditions, actual charging times will vary. Arctic Compressor collects real world usage data and reserves the right to update this chart with more accurate information at any time.

Input Name	Input Voltage	Input Amps	Calculated Input Power (Watts)	Charging Time Standard 24kWh Battery Pack (Hours)	Charging Time Extended 48kWh Battery Pack (Hours)	Capable of running the compressor indefinitely?
Minimum Power Accepted	120	10	1200	20	40	No
120V 15A Shore Power	120	15	1800	13	27	No
2000W Generator	120	15	1800	13	27	No
3000W Generator	120	23	2800	9	17	No
120V 30A Shore Power	120	30	3600	7	13	No
5000W Generator	240	20	5000	5	10	No
7000W Generator	240	30	5500	4	9	No
208V 30A Shore Power	208	30	6240	4	8	No
208V 50A Shore Power	208	50	10400	2	4	Yes
240V 50A Shore Power	240	50	12000	2	4	Yes

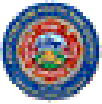
East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Budget Summary for month ending June 2026. (Julie Andress, Director of Finance/CFO) 5 minutes.
2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.
3. **Funds Available:** Yes **Amount:** NA

Fund Name: General Fund **Account Number:** Various
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Attached is the Budget Summary for the period noted above.

Agenda Item # 14



650--Operations Fund

East Fork Fire Protection District **Budget Performance Report** 100 % of Year Elapsed

	Amended Budget	Year To Date 06/30/2026			
	Amended Budget	Year to Date Actual	Remaining budget	% Used	% Remaining
Fund 650 - Operations					
Revenue					
Taxes	13,539,940.00	13,598,577.42	(58,637.42)	100 %	(0) %
Intergovernmental Revenue	4,107,319.00	2,750,346.21	1,356,972.79	67 %	33 %
Charges For Services	6,291,008.00	7,994,142.60	(1,703,134.60)	127 %	(27) %
Miscellaneous Revenue	789,185.00	634,309.32	154,875.68	80 %	20 %
Other Financing Sources	5,000.00	22,562.50	(17,562.50)	451 %	(351) %
Beg. Fund Bal./Reserves	6,881,827.00	0.00	6,881,827.00	0 %	100 %
Total Revenues	31,614,279.00	24,999,938.05	6,614,340.95	79 %	21 %
Expenses - All (Fund 650)					
Dept 231 - Administration					
Expenses - Salary, Wages & Benf					
Salaries & Wages	12,099,807.00	12,011,235.51	88,571.49	99 %	1 %
Employee Benefits	8,181,539.00	8,637,888.72	(456,349.72)	106 %	(6) %
Total - Salary, Wages & Benf	20,281,346.00	20,649,124.23	(367,778.23)	102 %	(2) %
Service & Supplies	722,632.00	356,639.77	365,992.23	49 %	51 %
Total Dept 231 - Administration	(21,003,978.00)	(21,005,764.00)	1,786.00	100 %	(0) %
Dept 232 - Fire Prevention					
Service & Supplies	29,250.00	26,640.07	2,609.93	91 %	9 %
Total Dept 232 - Fire Prevention	(29,250.00)	(26,640.07)	(2,609.93)	91 %	9 %
Dept 235- Training					
Service & Supplies	159,900.00	132,873.89	27,026.11	83 %	17 %
Total Dept 235 - Training	(159,900.00)	(132,873.89)	(27,026.11)	83 %	17 %
Dept 251 - Suppression					
Service & Supplies	3,126,832.00	2,831,024.18	295,807.82	91 %	9 %
Expenses - Capital Outlay/Projects	3,588,298.00	1,826,037.82	1,762,260.18	51 %	49 %
Total Dept 251- Suppression	(6,715,130.00)	(4,657,062.00)	(2,058,068.00)	69 %	31 %
Dept 252 - Business Operations					
Service & Supplies	0.00	15,816.04	(15,816.04)	0 %	0 %
Total Dept 252 - Business Operations	0.00	(15,816.04)	15,816.04	0 %	0 %
Dept 297 - Debt Service					
Service & Supplies	448,545.00	448,544.90	0.10	100 %	0 %
Total Dept 297 - Debt Service	(448,545.00)	(448,544.90)	(0.10)	100 %	0 %
Other Financing Uses	(334,653.00)	0.00	(334,653.00)	0 %	100 %
Ending Fund Bal/Reserve	2,922,823.00	0.00	2,922,823.00	0 %	100 %
Total Expenses - All (Fund 650)	31,614,279.00	26,286,700.90	5,327,578.10	83 %	17 %
Total Fund 650 - Operations	0.00	(1,286,762.85)	1,286,762.85	0 %	0 %

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Reports/updates from East Fork Professional Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** This portion of the meeting will allow for reports and updates from East Fork Professional Firefighters Association including, but not limited to, the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action taken on these reports/updates.

Agenda Item # 15

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Reports/updates from East Fork Volunteer Firefighters Association concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** This portion of the meeting will allow for reports and updates from East Fork Volunteer Firefighters Association including, but not limited to, the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action taken on these reports/updates.

Agenda Item # 16

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Reports/updates from District Board Members and the Fire Chief concerning the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action will be taken on these reports/updates. (Michael Sommers, President) 10 Minutes.
2. **Recommended Motion:** For Presentation Only. No motion or action is necessary.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 10 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** This portion of the meeting will allow for reports and updates from District Board Members and the Fire Chief including, but not limited to, the various assignments and committees they may be a member of, liaison to, or meetings/functions they have attended. No action taken on these reports/updates.

Agenda Item # 17

NEWSLETTER

JULY 2026



MESSAGE FROM DISTRICT FIRE CHIEF, ALAN ERNST

As we move through the heart of wildfire season, I want to recognize the outstanding commitment and professionalism of our personnel. This has already been a busy summer. Two of our engines have been out on assignments for weeks, and our Genoa hand crew has been continuously engaged on multiple fires across Nevada. Both of our brush engines are actively engaged in California on pre-positioning, helping ensure rapid response as fire danger escalates. These assignments speak not only to the skill and resilience of our firefighters, but also to the families supporting them through these extended deployments. We remain deeply grateful for that sacrifice and proud of the way our people represent East Fork. Here at home, suppression crews continue to provide seamless coverage and emergency response, ensuring our residents and visitors remain well protected. This month, we also mark the retirement of Deputy Chief Larry Goss after more than thirty years in the fire service, including over 22 years with East Fork. Larry has served in nearly every operational leadership role in the district and leaves behind a lasting legacy. His work to strengthen our training, safety, fleet and facilities, fuels management and organizational systems has positioned East Fork for continued success. We're incredibly grateful for his steady leadership, integrity, and mentorship. Please join me in congratulating Larry and wishing him and his family all the best in retirement. As always, thank you to all of our firefighters, professional staff, volunteers, and our Board of Directors. And to the community we are honored to serve, thank you for your trust and your continued support.

Holly Megee

Director of Administrative Services

Career Opportunities

Do you know someone who would be a great addition to our team? East Fork Fire Protection District is currently accepting applications for the following positions:

- Volunteer Apparatus Operator
- Lateral Firefighter

For complete job descriptions, qualifications, and application information, please visit www.eastforkfire.org or contact Human Resources at hr@eastforkfire.org.

Help us spread the word as we continue building a strong, talented workforce dedicated to serving our community.



Deputy Fire Chief Recruitment

The Deputy Fire Chief recruitment process was conducted on Friday, July 17. A total of 9 applications were received, with 4 candidates advancing to participate in the assessment and interview process. Thank you to the assessors and staff members who dedicated their time to ensuring a fair, thorough, and professional selection process.

Office Specialist Recruitment

The recruitment process for the Office Specialist I position continued this month with interviews held on Monday, July 13. A total of 31 applications were received, and 20 candidates were selected to participate in the interview process. We appreciate the interest shown in joining the East Fork Fire Protection District team and thank all applicants for their time and participation.

Retirement Recognition

Please join us in congratulating Deputy Chief Larry Goss on his retirement after more than 22 years of dedicated service to East Fork Fire Protection District. Larry's leadership, commitment to the organization, and service to our community have left a lasting impact. We extend our sincere appreciation for his many contributions and wish him all the best in a well-earned and fulfilling retirement.

Service Anniversaries

Please join us in recognizing the dedication, commitment, and years of service of the following team members celebrating service anniversaries this month. Their hard work and contributions help make East Fork Fire Protection District stronger every day.

Celebrating This Month:

- ERICA AMATORE – 8 YEARS OF SERVICE
- PAUL AZEVEDO – 22 YEARS OF SERVICE
- CAMERON FARMER – 11 YEARS OF SERVICE
- MATT HILL – 27 YEARS OF SERVICE
- MARTIN MANNING – 26 YEARS OF SERVICE
- HOLLY MEGEE – 10 YEARS OF SERVICE
- RICK MYERS – 10 YEARS OF SERVICE
- AMY RAY – 7 YEARS OF SERVICE
- MIKE SHOCKEY – 2 YEARS OF SERVICE
- ADAM WENNHOLD – 14 YEARS OF SERVICE

Deputy Fire Chief Michael Shockey

June Call Summary

- Total Calls for Service: **733**
- YTD: **3,963**
- Air 12 Calls for Service: **7**



Air 12 Pumpkin Training at Topaz Lake



June Incident

East Fork Fire Protection District, Douglas County Sheriff's Office Search and Rescue (DCSO SAR), and Air 12 worked together to rescue and transport a patient following a mountain bike crash on the Eagle Ridge Trail.

The coordinated response highlighted the importance of strong partnerships and teamwork in providing emergency services throughout our community.



East Fork Fire Crews Support DCSO Open House Event

East Fork Fire Protection District crews were proud to participate in the Douglas County Sheriff's Office (DCSO) Open House. The event provided an opportunity to connect with community members, answer questions, and share information about fire safety and emergency services. Thank you to DCSO for hosting a successful community event!

Brad Driscoll

Division Chief

July Safety Topic

Kingman BLEVE (Boiling Liquid Expanding Vapor Explosion)

July marks the anniversary of the Kingman BLEVE (Boiling Liquid Expanding Vapor Explosion), also known as the Doxel Disaster, which occurred on July 5, 1973, in Kingman, Arizona. This catastrophic incident resulted in the deaths of 11 firefighters and one civilian and remains one of the most significant reminders of the dangers associated with pressurized vessels exposed to fire. Crews are encouraged to review this incident, including the available YouTube video, and discuss the hazards, warning signs, and operational considerations associated with BLEVE events. Key takeaways include recognizing rapidly changing conditions, understanding the limitations of cooling operations, maintaining appropriate distances, establishing evacuation zones, and continuously reassessing scene safety when dealing with hazardous materials and pressurized containers. Supervisors are encouraged to review BLEVE awareness, propane/fuel hazards, and emergency response procedures with their personnel to help ensure safe and effective operations.

Work Related Injuries for May

~ Required Treatment: **2** ~ Report Only: **4** ~ Accidents: **2**



Training Updates

- We completed an After Action of the Regional Captains' Test and noted some areas for improvement and also noted many successful collaborations. Crews have begun doing training with DCSO on Topaz Lake for summer response.

Deputy Fire Chief/ Fire Marshal Amy Ray

A reminder to the community: Open burn season is CLOSED. Anyone burning outside of the open burn season will be billed for the cost of suppression. If you are burning out of the open burn season on a "Red Flag Day" you may be charged with a misdemeanor and charged for the cost of suppression and any associated court costs.

If you plan to go off-road for recreation this summer remember the following: have one fire extinguisher, 5 lb minimum, or 5 gallons of water and a tool to assist with suppression. All Federal lands have prevention orders in effect that prohibit fireworks, target shooting with steel-component ammunition and binary exploding targets, and the use of an external combustion engine (handheld or person/vehicle driven) without a spark arresting device. These orders are in effect until October 31st, 2026.

PREVENTION UPDATES

- Chief Ray attended the NFPA Technical Committee hearings in Las Vegas in June. Fire Prevention got new vehicles.
- New projects: medical facility, Nowlin Rd. buildings
- The Minden Boat and RV property on Buckeye has been finalized. The Sawmill Storage buildings have been finalized.

PLAN REVIEWS JUNE INSPECTIONS FOR JUNE

- | | |
|----------------|-------------------|
| • 69 submitted | • 27 Construction |
| • 30 approved | • 24 Annual |

ASSEMBLING YOUR WILDFIRE-READY KIT

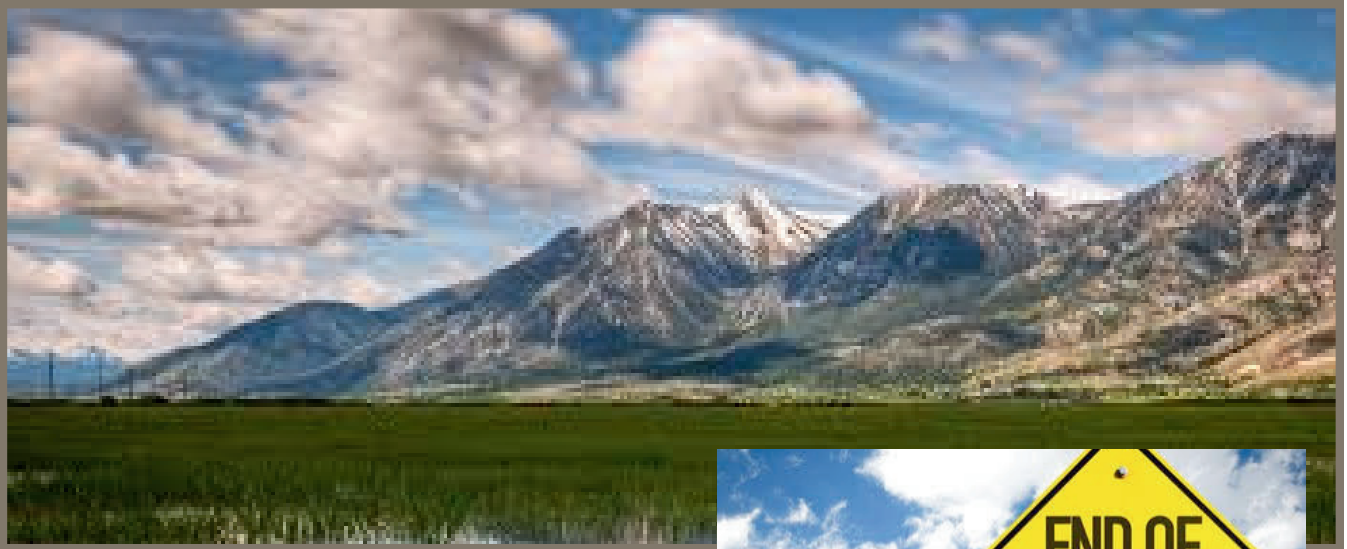
Get your emergency supply kit ready before any wildfire or disaster. Make sure it's accessible for quick evacuation and prepare for the possibility of being away from home for a while. Prepare an evacuation plan with your household. Sign up for reverse-911 and Community Connect.

Your 'Go Bag' should be easy to carry and access. Use backpacks to store items like essentials and personal documents. For food and water, consider a wheeled tub or chest for easier transport. Keep your bag light enough for comfortable lifting into your vehicle. Be sure to keep your vehicle's fuel level above half tank for evacuation. Be sure to include items such as:

- Necessary prescriptions for humans and pets
- A change of clothes
- Extra contact lenses, credit cards, car keys, cash
- Pet food and water
- Important documents (birth certificate, passport)
- Personal sanitation supplies
- Phone/computer and chargers
- Important photos
- A map with 2 evacuation routes
- Have the equipment ready for evacuation of livestock and large animals



Director of Finance/CFO Julie Andress



FINANCIAL UPDATES



- As of June 30, 2026, the District has completed 100% of the fiscal year and remains in a stable financial position. The District has until August 30th to account for all FY 25/26 transactions.
- Total revenues are at 79% of budget, with in property tax collections and consolidated sales tax projecting to meet budget.
- Charges for services continue to show growth in relation to projections, reaching 127% of the annual budget.
- Total expenditures are at 83% of budget, tracking closely with the fiscal year's progress.
- Personnel costs remain the largest expense category for the District and has exceeded budget by 2%.
- Capital projects continue to move forward, with 51% of the budget expended. Several projects are still underway and will continue into FY 26/27.
- The District continues to monitor revenues and expenditures closely to ensure fiscal responsibility through the end of the fiscal year.

Deputy Fire Chief Larry Goss Latest News

FAREWELL

As I prepare to retire after 34 years in the fire service, I have spent a great deal of time reflecting on the people and experiences that have shaped my career. Serving the citizens of Douglas County and East Fork Fire Protection District has been one of the greatest honors of my life.

I want to sincerely thank the Board of Directors, our Fire Chiefs, my fellow firefighters, volunteers, dispatchers, partner agencies, and the many employees who work behind the scenes every day. Most importantly, I want to thank the community for placing its trust in us during some of life's most difficult moments.

No one has a successful career alone. I have been fortunate to work alongside dedicated professionals who challenged me, mentored me, and shared a commitment to making our department stronger every day. I am especially grateful to my family for their unwavering support through the long hours, missed holidays, and countless calls for service.

I would also like to recognize the leadership of Chiefs Ernst, Shockey, Driscoll, Brawley, Kruse, and Hill. Through their leadership, they have helped build East Fork Fire Protection District into an organization that values professionalism, innovation, and service to the community. They fostered a culture where people are encouraged to learn, grow, and pursue opportunities to advance their careers while remaining committed to serving our community.

One of the things I have always appreciated most about East Fork is that, while the department has grown and evolved, it has never lost sight of one of its most important values—family. That sense of family was here when I joined the department, and it remains just as strong today. We have celebrated successes together, supported one another through difficult times, and always looked out for each other. That culture is one of East Fork's greatest strengths, and I know it will continue to define this organization for years to come.

As I leave, I do so with complete confidence in the future of East Fork Fire Protection District. The men and women of this department are among the finest in the profession. Their dedication, compassion, and commitment to excellence ensure that our community will continue to receive exceptional service for years to come.

To those who continue to wear the East Fork badge, thank you for your dedication, professionalism, and sacrifice. Take care of one another, never lose sight of why you chose this profession, and continue building upon the culture that makes East Fork such a special place to serve. Protect our tradition of family, because it is the foundation of this organization and one of its greatest strengths. Thank you for allowing me the opportunity to serve. It has truly been the honor of a lifetime.



Anthony Seghieri

Executive Program Manager

Genoa Handcrew:

Our new Genoa Handcrew has been busy! This joint venture with the Nevada Division of Forestry has been nothing short of amazing. The crew has been traveling the state supporting our state, federal and local partners with fire response for the entire month. They have been on a total of 6 fires since June 29th and will be timed out with 21 days straight, are hitting their mandatory 3 days off and will be back up and available on the 24th. We have heard nothing but great praise for the performance of the Genoa Handcrew by all of our partners. Well done, Genoa!!

Engines:

Our engines have been just as busy! This month, we on-boarded John Chester into his new Engine Boss role and sent him off on assignment the very next day! We have had engines in the Klamath on a preposition assignment since June 16th and are currently in our 3rd rotation. While one crew is out off district, the other has been here working on NDF grant and Clear Creek contract projects and available for local fire response. On July 10th, ENGB Cole Jackson and his engine crew responded to the Sand Stone Incident and did great work. Being our fire, ENGB Jackson was able to fill an Incident Commander Type IV Trainee position on that fire and see it to its completion and did an amazing job. Cole and his crew are preparing for another roll through the Klamath while ENGB Chester and his crew will hold down the fort!

Great Basin Area (PL 4) Fire Activity & Teams Assigned

- New Fires: 17
- New Large Fires: 1
- Uncontained large fires: 6
- CIMTs Committed: 3

East Fork Resources Committed on incident:

- Jeremy Chandler: Babylon Fire, Utah- TFLD(t)
- Kevin Repan: Aspen Acres Fire, CO- HEQB(t)
- John Brawley: Ferris Fire, CO- DIVS
- Brush 7: North Ops Staging, Plumas NF, CA
- Brush 3: Klamath Staging, Happy Camp CA



East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (Michael Sommers, President) 5 Minutes.
2. **Recommended Motion:** Motion to adjourn the East Fork Fire Protection District Board Meeting.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** July 21, 2026 **Time Required:** 5 Minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Motion to adjourn the East Fork Fire Protection District Board Meeting.

Agenda Item #18