

APPROVED

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, April 21, 2026, in person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

John Bellona, Director, District 1
Barbara Griffin, Director, District 2 (On Phone)
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 (Absent)
Amy Ray, Deputy Fire Chief/Fire Marshal
Michael Shockey, Deputy Fire Chief/Emergency Operations
Brad Driscoll, Division Chief/Risk Management/Safety (Absent)
Anthony Seghieri, Executive Program Manager (Online)
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:

Kara Easton, Douglas County Emergency Management Manager
Patrick Mooneyhan, International Association Fire Fighters Local 3726 Member

CALL TO ORDER

President Mike Sommers

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Director Nathan Leising 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 April 21, 2026.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Bernard Curtis
SECOND BY:	John Bellona
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 March 17, 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 March 17, 2026, meeting of the East Fork Fire Protection District Board of Directors.

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

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

3. For Presentation Only. Presentation to recognize Emergency Communications Specialists by declaring the week of April 12 through April 18, 2026, as National Public Safety Telecommunicators Week within our jurisdiction, in honor of our Emergency Communications Specialists whose diligence, professionalism, and commitment allow us to serve the fire and life safety needs of our community. (Alan Ernst, District Fire Chief) 5 Minutes.

President Michael Sommers noted each year a designated week is observed nationwide to recognize the essential partnership between emergency communications professionals and first responders in fire, EMS, and law enforcement.

East Fork Fire Protection District formally recognizes this week as National Public Safety Telecommunicators Week and expresses its appreciation to the emergency communications specialists of Douglas County 9-1-1 for their professionalism, service, and ongoing commitment to the community. These specialists are often the first “first responders,” delivering calm, timely guidance and coordination during emergencies, and their role is critical to effective response operations.

The District also acknowledged the continued national accreditation of the Douglas County 9-1-1 dispatch center for fire and emergency medical dispatch services, noting its sustained accredited status over multiple years.

East Fork Fire Protection District extends its congratulations and sincere thanks to Douglas County 9-1-1 Emergency Services for their outstanding contributions to public safety.

District Fire Chief Alan Ernst formally presented a plaque in honor of National Public Safety Telecommunicators Week. He acknowledged emergency communications personnel serve as the true first responders and emphasized field operations depend on their support. He expressed the District’s sincere appreciation for their service and dedication. Challenge coins were presented to each member of the dispatch team in recognition of their contributions.

Kara Easton, Douglas County Emergency Management Manager, expressed appreciation on behalf of the communications center for the continued partnership with East Fork Fire Protection District and other user agencies. She emphasized these collaborative relationships strengthen public safety throughout Douglas County. She also acknowledged the importance of ongoing coordination in managing the wide range of challenges presented by emergency calls and conveyed sincere gratitude for the continued cooperation and support among all agencies involved.

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. 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 March 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 March 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 March 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 March 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 February 2026 in the amount of \$856.82. (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 January 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:	John Bellona
SECOND BY:	Nathan Leising
AYES:	Bellona, Curtis, Griffin, Leising, Sommers
NAYS:	
ABSTAIN:	
ABSENT:	

NEW BUSINESS

- 5. For Possible Action. Discussion and possible action to approve the new Firefighter job description consolidating the Firefighter/EMT, Firefighter Advanced EMT (AEMT), and Firefighter/Paramedic**

classifications into a single Firefighter classification. (Holly Megee, Director of Administrative Services) 15 Minutes.

Director of Administrative Services Holly Megee stated this item is a request to consolidate the three existing firefighter classifications—Firefighter EMT, Firefighter Advanced EMT, and Firefighter Paramedic—into a single Firefighter classification. Historically, these classifications have been distinguished by the employee’s level of EMS certification, although all positions perform firefighter duties. The proposed consolidation would simplify the classification structure and streamline recruitment by allowing the District to hire firefighters with varying levels of EMS certification under one classification.

Secretary Nathan Leising stated he supports the consolidation and believes it is a positive improvement.

President Michael Sommers asked for confirmation that the proposed change would not affect operating manuals, procedures, pay scales, or other related elements, and it solely consolidates the job classification into a single position description.

Director of Administrative Services Megee confirmed the change is in title only. She explained, pending EFFPD Board approval, the updated Firefighter job description would be submitted to Nevada Public Employees Retirement System (NVPERS). Currently, three separate classifications exist—Firefighter EMT, Firefighter Advanced EMT, and Firefighter Paramedic. Upon Board approval, these would be consolidated into a single Firefighter classification. She noted the process is straightforward, requiring submission of a form and the revised job description to NVPERS, followed by NVPERS Board review. Once approved all EFFPD firefighter personnel would then be transitioned into the unified Firefighter classification, and the two remaining classifications would be eliminated. She emphasized the change would not impact operations, compensation, or other existing conditions.

Secretary Leising asked whether there was any differentiation in base pay between EMTs and paramedics.

Director of Administrative Services Megee confirmed there are three different pay scales.

District Fire Chief Alan Ernst stated all classifications would remain identified within internal systems, including payroll, and no changes would occur in that regard. He explained the consolidation is intended solely to support recruitment efforts by establishing a single classification.

Director of Administrative Services Megee added under the current system, any change in an employee’s certification level—such as from EMT to Advanced EMT or from Advanced EMT to Paramedic—requires a corresponding job title

update with NVPERS. She explained this step would no longer be necessary under the consolidated classification, as all personnel would be classified as firefighters while holding varying levels of certification.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the new Firefighter job description consolidating the Firefighter/EMT, Firefighter Advanced EMT (AEMT), and Firefighter/Paramedic classifications into a single Firefighter classification.

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

6. For Possible Action. Discussion and possible action regarding the adoption of the East Fork Fire Protection District Capital Improvement Plan 2026-2031 totaling an estimated \$5,832,413 for the five (5) year period. (Alan Ernst, District Fire Chief and Julie Andress, Director of Finance/CFO) 30 Minutes.

District Fire Chief Alan Ernst provided an overview of the Capital Improvement Plan (CIP), describing it as a five-year planning document that identifies capital projects, equipment purchases, facility improvements, and major studies. He explained the CIP is updated annually and serves as a flexible blueprint to guide the District's infrastructure and equipment needs, based on priorities and available funding.

District Fire Chief Ernst reviewed Fiscal Year 2025–2026 accomplishments, based on the previously adopted CIP, the District has completed or is in the process of completing planned acquisitions and projects. He reported over \$3.9 million has been allocated toward capital purchases, equipment, facilities, and debt.

District Fire Chief Ernst highlighted several notable accomplishments and ongoing efforts, including the placement of a lease order for four new Type I engines. The first Type I Engine delivery is expected within the year and three in future years; a Braun ambulance remount currently in progress; completion of the training prop; acquisition of a 2024 Ford F-550 rescue unit and a Crew

Boss truck. Also, completion of a Type III brush truck rebuild; near completion of the soft tone alerting system; and ongoing asphalt crack sealing and maintenance work.

Director of Finance/CFO Julie Andress presented a summary of CIP project types, including a visual breakdown of the Fiscal Year 2026–2027 plan. She noted apparatus accounts for 61% of the budget, facilities 38%, and major equipment 1%.

She further reported approximately \$2.2 million is budgeted in Fiscal Year 2026–2027 for apparatus, major equipment, and facility projects, with the five-year CIP forecast totaling approximately \$5.8 million.

President Michael Sommers stated while the apparatus and major equipment categories in the five-year funding schedule were clear, he requested additional detail regarding the \$908,000 allocated for facility upgrades.

District Fire Chief Ernst explained, the facility upgrade funding is largely driven by projects identified and approved through the Station Habitability Committee. He noted the planned improvements include flooring replacements in multiple stations, window replacements at Station 14, and significant roof repairs, including a needed roof replacement at Station 6. He added the majority of the allocated funds are directed toward addressing these priority facility needs as recommended by the committee.

President Michael Sommers inquired whether the work is primarily repairs rather than upgrades.

District Fire Chief Ernst explained some projects include upgrades, such as new flooring, carpeting, painting, and window replacements.

President Sommers asked whether any of the facility upgrades include the remodeling project at Station 12 for Battle Born Medevac.

District Fire Chief Ernst stated the Station 12 remodeling project for Battle Born Medevac is separate from the facility upgrades included in the CIP.

Director of Finance/CFO Andress continued the overview of the CIP funding sources and funding needs summary for Fiscal Year 2026–2027 and the District's five-year capital improvement plan. She explained current CIP funding consists of approximately 47% from the General Fund and 53% from

bond funding. She noted the General Fund primarily supports apparatus and major equipment purchases, while bond funding is being utilized for asphalt repairs and facility upgrades.

Director of Finance/CFO Andress stated the District estimates approximately \$5.8 million in capital investment needs over the next five years. Of that total, approximately \$3.55 million, or 60.9%, is allocated toward apparatus; \$65,000, or just over 1%, toward major equipment; and approximately \$2.2 million, or just over 37%, toward facilities.

Director of Finance/CFO Andress also reviewed potential funding strategies available to support the CIP, including pay-as-you-go funding, bond funding, loans, medium-term leases, intergovernmental loans and grants, grant funding, impact fees, development agreements, tax rate adjustments, the sale of excess property and assets, and donations. She noted the District primarily relies on General Fund revenues, grants, and bond funding to support the CIP.

District Fire Chief Ernst provided closing remarks regarding the CIP, stating the document serves as a guide for identifying future capital needs and associated costs. He emphasized the importance of long-term capital investment planning and noted not all identified projects or needs can ultimately be funded. He explained the CIP allows the organization and governing body to establish priorities, make adjustments, develop procurement strategies, and better manage financial resources related to capital improvements. He further noted the CIP is intended to remain a dynamic document that may change significantly over time due to operational needs and unforeseen circumstances.

Chief Ernst stated the District will continue to face critical infrastructure and equipment needs and discussed exploring the development of a policy to dedicate a portion of any unanticipated year-end excess fund balance toward capital projects. He noted similar approaches had been successful in previous organizations and could assist with future funding needs.

He also stated the District intends to remain aggressive in pursuing grant opportunities and acknowledged the support received from major donors. Chief Ernst referenced the Ember Foundation as an additional resource established to support the District's needs and expressed optimism about its future growth and use. He added the District has worked to address long-standing deferred maintenance issues and hopes those efforts will help reduce future costs and allow the District to focus on additional priorities identified in the CIP.

Director John Bellona commented the CIP was one of the best plans presented in recent years and commended staff for their work in developing it.

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the adoption of the East Fork Fire Protection District Capital Improvement Plan 2026-2031 totaling an estimated \$5,832,413 for the five (5) year period.

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

REPORTS AND PRESENTATIONS

7. For Presentation Only. Initial presentation of the FY 26/27 Tentative Budget for the East Fork Fire Protection District in the amount of \$32,163,228. (Alan Ernst, District Fire Chief and Julie Andress, Director of Finance/CFO) 60 Minutes.

District Fire Chief Alan Ernst provided background information on the organization and reviewed District demographics and operational impacts related to the budget process. He noted the District covers approximately 751 square miles within Douglas County, including areas in the Tahoe Basin, and serves an estimated population of more than 57,000 residents. He also discussed seasonal population fluctuations associated with community events, noting events such as the Candy Dance bring significant increases in visitors to the area.

District Fire Chief Ernst reported the District responded to 7,428 calls for service during the previous year, representing a 10.4% increase over the prior year. He explained several factors impacted development of the proposed budget, including ongoing labor contract negotiations, uncertainty in state-provided tax and fee revenue projections, implementation of the District's updated plan review fee structure, fluctuations in ambulance transport revenue tied to call volume, changes in interest earnings, and other Board

directed actions may affect expenditures. He noted contract negotiations had progressed positively, and a proposal had been generally agreed upon for presentation to membership and potential future Board consideration.

District Fire Chief Ernst outlined the District's primary budget objectives, including:

- Increasing transparency through a revised budget format.
- Building a sustainable budget that supports long-term financial stability.
- Maintaining conservative revenue estimates while maximizing revenue opportunities.
- Monitoring expenditures, reserves, and ending fund balances.
- Maintaining competitive wages and continuing to position the District as an employer of choice within the region.
- Entering long-term fixed-cost service agreements when appropriate.
- Funding capital equipment and capital improvement projects.
- Meeting debt obligations while maintaining healthy financial reserves.

District Fire Chief Ernst also noted the tentative budget includes more than \$2 million dedicated toward capital improvements.

Director of Finance/CFO Julie Andress reviewed the District's primary budget funds and explained the District operates with two main funds: the General Operations Fund and the Emergency Fund. She reported the proposed Fiscal Year 2026–2027 budget includes just over \$31 million within the General Operations Fund and approximately \$391,000 in the Emergency Fund, for a combined total budget of approximately \$32 million.

Director of Finance/CFO Andress also outlined several revisions made to the Fiscal Year 2026–2027 budget structure, noting the changes were intended to improve transparency and better align expenditures with operational responsibilities. Key changes included:

- Addition of new departmental cost centers for Business Operations, Fuels Management, and Volunteer Services.
- Separation of these expenditures from the previous Suppression cost center to provide clearer financial reporting.
- Alignment of cost centers with the assigned responsibilities of executive staff and deputy chiefs.
- Redistribution of salaries and benefits into individual departmental cost centers rather than budgeting all personnel costs under Administration.

Director of Finance/CFO Andress stated the updated structure more accurately reflects personnel and operational costs within each division.

President Michael Sommers asked whether the new cost center structure would allow the District to further expand and track additional services and supplies within programs such as fuels management in the future, or if the budget was already structured to accommodate that.

Director of Finance/CFO Andress confirmed the budget structure is already configured to accommodate that capability.

Director of Finance/CFO Andress reviewed the District's General Fund revenue projections and highlighted several of the District's primary revenue sources, including ad valorem taxes, state consolidated taxes, intergovernmental revenues, charges for service, and miscellaneous revenues such as rents, donations, and sales of excess property.

Director of Finance/CFO Andress reported projected property tax revenue for Fiscal Year 2026–2027 reflects a 6% increase, bringing the estimated total to approximately \$14.4 million. She noted this amount represents approximately 0.42% of the District's assessed valuation of approximately \$3.4 billion. She also reviewed projected intergovernmental revenues and other key funding sources, including:

- Intergovernmental revenues estimated at approximately \$4.4 million, representing a 7.1% increase.
- State consolidated taxes projected at approximately \$2.6 million, a 5.1% increase.
- Fuels management grants estimated at approximately \$497,000, reflecting a 6.4% increase.
- The Alpine County contract projected at approximately \$128,000, a 6% increase.
- Ground Emergency Medical Transportation (GEMT) revenue projected at approximately \$1.1 million, representing a 12.8% increase based on updated cost reports.

Director of Finance/CFO Andress provided additional explanation regarding the GEMT program, noting Medicaid funding is supported through both federal and state sources and local government ambulance providers may use qualifying local tax-supported costs as part of the state share for reimbursement purposes. She explained the program allows the District to receive federal reimbursement based on eligible transport and cost reporting.

She further reviewed projected charges for service revenue, which is budgeted at approximately \$7.1 million, reflecting a 45.7% increase. She explained several factors contributed to the increase, including:

- Fire plan check and permit fees budgeted at approximately \$450,000 following the Board's adopted fee restructuring.
- Fuels management revenue projected at approximately \$766,000.
- Water initiative fees estimated at approximately \$297,000.
- Ambulance fee revenue, net of mandated write-offs, projected at approximately \$4.1 million.
- Addition of off-district fire response reimbursement revenue into the budgeting process, currently estimated at approximately \$1.4 million.

District Fire Chief Ernst explained the apparent 45% increase in charges for services was primarily the result of a change in budgeting practices rather than a significant increase in activity. He stated the District had previously not budgeted off-district response revenue and related expenses upfront, which resulted in multiple budget adjustments being brought back to the Board throughout the year. Going forward, the District used a three-year average to budget both the anticipated state revenue and associated expenses for off-district response, providing a more accurate representation of operations and accounting for the revenue in advance.

President Sommers asked for clarification that the projected \$1.4 million included the District's 19% share of the revenue.

District Fire Chief Ernst confirmed the District's 19% share was included in the projected revenue amount.

District Fire Chief Ernst stated the projected amount represented new revenue for the District and noted additional details would be discussed later in the presentation. He further explained the fuels management budget accounted for salary costs based on an anticipated 80% recovery rate from projects and grants.

President Sommers asked whether staff had a breakdown showing the percentage of revenues generated from grants compared to projects.

District Fire Chief Ernst stated staff could provide the requested breakdown of revenues between grants and projects.

President Sommers stated it would be helpful to know what percentage of the District's total expenditures were being covered by grants, as well as information regarding additional grants being pursued that were not currently reflected in the budget projections.

District Fire Chief Ernst explained tracking grant-related revenue in wildland operations is challenging because many projects operate under service and reimbursement agreements rather than through direct grant allocations. He noted under the District's agreement with the Nevada Division of Forestry (NDF) for the joint new fuels crew, the District would bill against projects already secured by NDF. He stated the funding is generated as services are performed, rather than from a fixed grant amount deposited into a dedicated account, making it difficult to identify a specific dollar amount allocated solely to the District.

President Sommers asked whether staff was monitoring if any revenue received through the Nevada Division of Forestry (NDF) agreement originated from grants that could trigger single-audit requirements for the District.

Director of Finance/CFO Andress stated at this time, she was not aware of any federally funded grants associated with the Nevada Division of Forestry (NDF) agreement and believed the funding was currently local. She added staff would continue to monitor the funding sources in the event federal grant requirements became applicable.

District Fire Chief Ernst reviewed EMS patient demographics and explained their importance in relation to GEMT revenue generation through the ambulance program. He stated approximately 67% of the District's billable EMS services were federally supported. He provided the following EMS patient demographic breakdown:

- 58% Medicare
- Nearly 20% private insurance
- 12% self-pay
- 9% Medicaid
- 0.13% VA-related patients

District Fire Chief Ernst reported the District generated approximately \$4.1 million in EMS revenue and projected a 3% increase based on adjustments tied to the Western Consumer Price Index (CPI) for EMS services.

District Fire Chief Ernst also reviewed miscellaneous revenue categories and noted the following:

- Medevac service revenue generated through the District's partnership with Battle Born Helicopter offsets crew salaries and operational expenses.
- The projected administrative fee revenue of approximately \$224,000 represents new revenue without a directly associated expense and is based on anticipated collections from the 19% cap and rate agreement.
- Interest income on investments is projected to decrease by approximately 40% due to lower interest rates and reduced account balances.
- Rents and leases are projected to increase by approximately 23%, with continued interest in Stations 5 and 10 for potential long-term lease agreements or purchase opportunities.

Director of Finance/CFO Andress reviewed the General Fund expenditures and reported the following budget changes:

- Operating expenditures increased by 13% to approximately \$25.2 million.
- Other expenditures decreased by 13.6%, primarily due to the prior year's capital bond balance being rolled forward.
- Approximately \$3.2 million was allocated toward debt service, capital projects, and contingency funding.

Director of Finance/CFO Andress then presented a breakdown of departmental budgets, including the newly created Business Operations, Volunteer, and Field Management divisions discussed earlier in the presentation. She explained the updated budget structure offers a clearer and more comprehensive view of departmental expenditures. She added executive staff would provide brief overviews of their budget priorities for the upcoming fiscal year.

Director of Administrative Services Holly Megee reviewed administrative priorities for the upcoming budget year and highlighted the following areas of focus:

- Recruitment efforts to maintain adequate staffing levels and attract qualified candidates. Related expenses include recruitment platforms and services, advertising and outreach, hiring materials, and participation in recruitment activities. She noted continued investment in recruitment supports workforce stability and competitiveness.
- Workers' compensation coverage to protect both employees and the organization in the event of work-related injuries or illnesses.

- Website and social media maintenance to support public information, communication, and recruitment efforts.
- Group health insurance, which remains a priority in order to provide competitive benefits for employees and support recruitment and retention efforts.

Deputy Fire Chief Amy Ray reviewed the Fire Prevention Division's priorities and ongoing initiatives for the upcoming budget year, including:

- Continuing plan reviews and preparing for an anticipated increase in construction activity during the summer months.
- Expanding operational permits, annual inspections, and overall inspection activity to improve compliance and operational awareness.
- Utilizing the First Due inspections and Community Connect modules to enhance information sharing and provide responding personnel with better knowledge of building layouts, occupancies, and potential hazards during incidents.
- Continuing state-mandated inspections, including hazardous materials inspections and operational permit requirements.
- Working to reduce the need for outsourced planning review services where possible, while recognizing that several complex building projects may still require additional attention and resources.

Deputy Fire Chief Ray stated the continued expansion and use of the First Due prevention modules has been an important advancement for the division and will help improve operational readiness and response capabilities.

Deputy Fire Chief Michael Shockey reviewed priorities for Emergency Operations and Training for the upcoming budget year, including:

- Continuing to pursue regional training opportunities and collaborative training programs with neighboring agencies and county partners.
- Participating in expanded RT-130 wildland refresher training coordinated jointly by Chief Driscoll and training officers throughout the county.
- Monitoring and evaluating the expanded wildland fuels management program during the upcoming fire season.
- Supporting additional grant and funding opportunities related to fuels management and wildland operations.
- Assessing future operational needs and determining whether the current program structure should remain in place or be expanded strategically in future years.

Deputy Fire Chief Shockey stated the division's primary focus would remain on training opportunities and the continued development of wildland fuels management operations.

President Sommers asked whether the \$540,000 in training expenditures included estimated personnel wages incurred during training periods.

District Fire Chief Ernst confirmed the \$540,000 does include estimated personnel wages incurred during training periods.

Director of Finance/CFO Julie Andress presented priorities on behalf of Deputy Fire Chief Larry Goss, noting the following focus areas for Business Operations:

- Fleet: Emphasis on preventative maintenance, apparatus lift installations to support mechanic safety, continued support of the CIP program, and rescue remount projects.
- Facilities: Ongoing preventative maintenance of HVAC systems and generators, development of a generator replacement plan, and continued paving and maintenance of cracks and sealing, including work at the training center across the street.
- Continued roof maintenance as well as habitability-related upgrades and replacements.
- Equipment: PPE replacement planning, with a significant replacement cycle anticipated in 2028, as well as continued implementation of the National Fire Protection Association (NFPA) inspection plan.

President Sommers requested clarification regarding the Volunteer Department budget and what costs were included in the total amount.

Director of Finance/CFO Andress explained the budget includes building-related services such as electricity and heating, as well as PPE for volunteers and associated incentive costs. She also confirmed medical requirements, including physical examinations, are included in the budget.

District Fire Chief Ernst explained the Volunteer Program budget generally includes all costs associated with operating the program. He noted some expenses, such as individual apparatus-related insurance costs, were not broken out separately.

President Sommers asked about distinguishing any newly requested items within the volunteer budget.

District Fire Chief Ernst stated there are minimal new requests, with the primary focus being the acquisition of a water tender for volunteer operations. He stated funding would come from a combination of the water initiative fee and general fund allocations, with the water tender identified as a current priority.

President Sommers stated it is beneficial to see the costs associated with water tenders are shared across both paid and volunteer staff, noting this supports comprehensive coverage throughout the District.

District Fire Chief Ernst explained the distribution of career line staff, noting 21 personnel are assigned on duty each day, not including fuels crew staff. He added during the summer staffing transition, staffing levels will include an additional 18 personnel per day when fully staffed.

Director of Finance/CFO Andress reviewed personnel costs and provided the following summary:

- Salaries and wages total approximately \$11.8 million.
- Benefits total approximately \$9.4 million.
- Personnel costs represent about 83% of the operating budget.

Director of Finance/CFO Andress explained the following budget assumptions:

- Wage adjustments for represented personnel are pending contract negotiations, with current step increases included in the budget.
- Wage adjustments for non-represented personnel are included, as well as anticipated compensation adjustments in accordance with applicable contracts.
- Health insurance costs are projected to increase by approximately 15%.
- Workers' compensation costs are estimated to increase by approximately 11%.

President Sommers asked whether any additional changes from PERS were anticipated.

District Fire Chief Ernst stated no additional changes from PERS are anticipated, noting adjustments are typically made on a biennial basis.

District Fire Chief Ernst provided the following overtime costs summary:

- The District budgeted approximately \$1.4 million for overtime, based on an estimated 18 shifts per line staff member.

- Overtime projections are also influenced by annual leave usage and associated staffing coverage needs.
- Additional contributing factors include geographic and operational staffing challenges.
- Costs associated with academy operations and training requirements impact overtime expenditures.
- Long-term leave related to workers' compensation injuries and medical leave, including family medical leave, has contributed to increased overtime usage.
- Major incident response, callback staffing, and off-district response activities also drive overtime costs.

Director of Finance/CFO Andress reviewed the District's debt obligations and reported the following:

- Annual debt service totals approximately \$671,000.
- This includes the District's medium-term bond, which carries a 4.2% interest rate and is scheduled to mature in 2033.
- The department budget also includes lease payments for four new engines in addition to the bond payment.
- The current budget reflects approximately \$1.2 million in bond funding, which will be carried forward from the current fiscal year into the next fiscal year's budget.

President Sommers asked for clarification on the current interest earnings from the District's investment pool.

Director of Finance/CFO Andress stated she did not have the exact figure available but estimated it was approximately 3.7%.

President Sommers asked whether the District was still in a negative position.

Director of Finance/CFO Julie Andress confirmed that is correct.

District Fire Chief Ernst provided a recap of the capital improvement plan for the upcoming fiscal year, noting the following:

- The District has allocated approximately \$2.2 million for capital improvements.
- Of this amount, approximately \$1.2 million is funded through bond proceeds, with the remainder supported by the General Fund.
- Major proposed capital commitments include:
 - Type I ambulance remount

- Light utility vehicles
- Wildland engine retrofit
- Installation of shop lifts
- Replacement of a Self-Contained Breathing Apparatus (SCBA) compressor
- Facility upgrades previously discussed
- Ongoing capital repairs and maintenance needs

District Fire Chief Ernst stated these investments reflect the District's priorities for maintaining and improving operational readiness and infrastructure.

Director of Finance/CFO Andress reviewed the District's Emergency Fund and provided clarification on its purpose and funding, noting the following:

- The Emergency Fund is the District's second fund and is required under NRS.
- The current budget allocation for the Emergency Fund is approximately \$391,000.
- The fund is intended for sudden and unexpected natural disasters and is used to protect the health, safety, and welfare of residents.
- The Emergency Fund is currently being supported through investment interest earnings.

She also distinguished between the Emergency Fund and the General Fund contingency account:

- The contingency fund is used for unforeseen expenditures or unexpected operational needs when standard appropriations are not available.
- It is reflected within the General Fund ending balance and serves as a broader financial safety reserve for unplanned expenses.

District Fire Chief Ernst explained potential changes at the federal level that may impact wildland fire operations. He explained the following:

- Federal agencies have discontinued their direct purchasing program for certain support resources during incidents.
- Previously, federal partners would procure items such as sleep trailers, food services, and related support equipment at the start of an incident.
- Under the new process, those resources may not be immediately available from federal buyers in the early stages of an incident.
- If a fire originates on District or local responsibility lands, the District may be required to initially procure these resources and later seek reimbursement.

- The District is currently working with the Nevada Division of Forestry (NDF) to determine whether the Wildland Fire Protection Program (WFPP) will cover these costs.

District Fire Chief Ernst noted this represents a recent change and may require the District to front costs that were previously handled by federal partners, though reimbursement is still expected.

President Sommers asked for clarification whether these services would be provided through contracted on-site support rather than equipment acquisition.

District Fire Chief Ernst confirmed it is for services provided.

President Sommers asked whether federal agencies previously used preferred vendors when procuring contract services for those types of support operations.

District Fire Chief Ernst explained federal agencies maintain a preferred vendor list; however, they no longer have the purchasing staff (“buyers”) available to process those transactions directly. He stated the current process is as follows:

- Federal agencies now provide vendor lists to local jurisdictions or the Nevada Division of Forestry (NDF).
- Local agencies must then coordinate purchases through an incident tracking system and obtain an “S number” to charge expenses to the incident for later reimbursement.
- Previously, federal partners were able to make initial purchases directly using procurement cards.
- Under the new process, local agencies may be required to make upfront purchases and seek reimbursement afterward.

District Fire Chief Ernst noted this change may require use of the District’s Emergency Fund to cover initial costs until reimbursement is received.

District Fire Chief Alan Ernst highlighted the Wildland Fire Protection Program (WFPP), explaining it functions as an insurance-type program through NDF and regional partners. He noted the District is a participating member of the program, with a tentative cost of approximately \$97,000 for the current fiscal year. Additionally, the program represents a cost-effective investment when compared to potential financial exposure from large-scale incidents, such as the Corner Fire experienced in the prior year.

District Fire Chief Ernst provided review of the volunteer program budget and noted the following:

- Volunteers provide critical operational support during emergency incidents and remain active in the community through fundraising, event participation, and organizational representation.
- The District is working to expand and implement a defensible space inspection program, with volunteers expected to play a key role in its development and execution.
- The budget includes funding for the volunteer incentive program, which was revised to comply with Department of Labor requirements.
- The District currently supports approximately 39 volunteers, with an additional four to five in the onboarding process.
- Recruitment efforts are currently focused on developing apparatus drivers within the volunteer ranks.

District Fire Chief Ernst outlined the volunteer incentive program and stated the following:

- The program was recently reviewed and updated in coordination with volunteers to ensure compliance and appropriate structure.
- Approximately \$25,000 is allocated for volunteer incentives.
- Additional benefits include an annual Sierra Saver Ambulance subscription.
- Length-of-service recognition, and gift cards based on years of service.
- The District also provides recognition awards, uniforms (shirts and hats), and related support items.
- Volunteers classified as support personnel do not receive monetary incentives.
- Incentives are primarily based on response participation and training compliance to ensure program effectiveness and operational readiness.

Director of Finance/CFO Address concluded the budget presentation by reviewing contingency funding, ending fund balance, and next steps, noting the following:

- Contingency funding totals approximately \$378,000, representing 1.5% of operating expenses.
- The ending fund balance is projected to increase from 12.82% in the current fiscal year to approximately 13% in the upcoming year, or just over \$3.2 million.
- She referenced a historical trend showing a higher ending fund balance in 2023–2024, attributed to bond proceeds received during that period.

- Combined General Fund and Emergency Fund totals for the 2026–2027 budget are approximately \$32.32 million.

Next steps include:

- May 19: Presentation and adoption of the tentative budget.
- June 1: Submission of the approved budget to the state.
- July 1: Start of the new fiscal year with the adopted budget in effect.

Director Barbara Griffen commended District Fire Chief Ernst and Director of Finance/CFO Andress for an excellent presentation that was well organized, informative, and she appreciated the detailed breakdown.

Director John Bellona stated the presentation clearly communicated the District’s objectives and was much easier to understand than prior budget presentations. He noted in the past, information was spread across multiple areas, which made it difficult to follow, and he expressed appreciation for the improved clarity and organization.

President Sommers thanked staff for their work in preparing the budget presentation and stated appreciation for the improved clarity and organization, noting it is easier for the Board to follow compared to prior presentations. He also thanked staff for providing timely district response and expense information within the budget process.

Additionally, President Sommers commented on future planning considerations and suggested the possibility of gradually increasing the ending fund balance by approximately one percent annually as a form of reserve for anticipated future costs. He noted expenditures are still projected to exceed revenues at this time.

8. Budget Summary for month ending March 2026. (Julie Andress, Director of Finance/CFO) 5 Minutes.

Director of Finance/CFO Julie Andress presented the year-to-date financial report and noted approximately 75% of the fiscal year has elapsed. She provided the following summary:

- Revenues are currently at approximately 70% of budgeted projections.
- Ad valorem tax revenues have been received through February.
- Consolidated (C) tax revenues have been received through January.
- GEMT revenues are expected to be received by fiscal year end.
- Overall revenues are tracking as anticipated for the fiscal year.

Regarding expenditures, Andress reported:

- Overall expenditure is approximately 65% of the adopted budget.

- This is slightly below the expected 75% benchmark based on the percentage of the fiscal year completed.

District Fire Chief Alan Ernst stated Director of Finance/CFO Julie Andress has done a really good job managing the budget and preparing projections. He noted the year-end outlook appears favorable, assuming current conditions remain consistent, and indicated the District is in a solid financial position heading into year-end.

9. 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.

Patrick Mooneyhan, member of International Association of Fire Fighters Local 3726 provided an update on behalf of the union, noting the following:

- In March, a delegation attended the International Association of Fire Fighters (IAFF) Legislative Conference in Washington, D.C.
- During the conference, members met with Senator Catherine Cortez Masto, Senator Jacky Rosen, and Representative Mark Amodei to discuss key Nevada-specific priorities and areas where continued political support is needed.
- Representative Susie Lee was unavailable due to congressional session scheduling conflicts.
- The delegation provided updates and advocacy on issues important to Nevada fire service members.

Additional updates included:

- Attendance at STRIVE training (formerly the Affiliate Leadership Training Seminar), which combines union leadership education with more hands-on operational training.
- Continued participation in professional development opportunities similar to those offered at major fire service conferences.
- Current union members are attending the Professional Fire Fighters of Nevada (PFFN) conference in Las Vegas, which is ongoing at the time of the District Board meeting.

10. 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.

No report.

11. 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:

- Seasonal fuels crew members will begin onboarding on Tuesday April 28th, with 12 new seasonal employees joining the District.
- Recruitment for the Squad Boss position is currently open and will close on Sunday, April 26th.
- To date, four applications have been received for the position.

President Michael Sommers asked whether any internal candidates had applied for the Squad Boss position or if all applications were external.

Director of Administrative Services Megee stated as of now, there are no internal applicants.

Julie Andress, Director of Finance/CFO noted:

- The Quarter 3 Economic Survey has been submitted and filed with the State.
- The 2026–2027 lease for four Type 1 engines has been finalized and executed.
- Budget preparation efforts are ongoing and will continue to be a priority moving forward.

Amy Ray, Deputy Fire Chief/Fire Marshal noted:

- On May 7, the Gardnerville Town Board is scheduled to adopt the District's appendices to Title 20.
- Due to Chief Ernst's efforts and a recent workshop, it is anticipated there will be no additional questions or concerns, as stakeholders are satisfied with the changes.
- The District is currently working within the Oracle system in coordination with the building department.
- Fewer plan applications have been received through the county than expected, which has increased workload while limiting early visibility into projects.
- Earlier access to design review applications is expected to improve communication with the construction community, provide more upfront guidance, and reduce issues later in the plan review process.

President Sommers asked whether applicants submitting to the county believe they will receive responses from both the county and the District in order to proceed with construction, or how the review process is understood by applicants.

Deputy Fire Chief Ray explained design review applications were being submitted to the county with requirements indicating the District should also

receive them; however, the District was not consistently receiving those submissions. As a result, the county would complete its initial review without District input, and the District would not have the opportunity to review until later in the plan review process rather than during the coordinated review stage.

She noted the intent of the joint review process—where the county, engineering, and other agencies collaborate to provide coordinated feedback to the construction community—was not being fully met due to missing application submissions to the District.

Additionally, Deputy Fire Chief Ray noted:

- Participated in the Clear Creek mock evacuation drill conducted jointly with Carson City and Douglas County.
- Emergency Operations Centers (EOCs) were activated in coordination with participating agencies.
- Participating agencies included Carson City Fire, the Carson City Sheriff's Office, East Fork Fire Protection District, and the Douglas County Sheriff's Office.
- She served as a liaison between Fire and Carson City operations during the exercise.
- The exercise received positive reviews overall.
- Her primary role focused on public messaging coordination in partnership with Douglas County Emergency Manager Kara Easton and agency Public Information Officers (PIOs).
- Efforts were focused on ensuring evacuation messaging and public information distributed to residents remained accurate and consistent throughout the exercise.

Anthony Seghieri, Executive Program Manager noted:

- Seasonal fuels crew members will begin work on the 28th, completing staffing for both the hand crew and engine personnel.
- Recruitment efforts for engine staffing are expected to result in full staffing levels within the division.
- Staff are currently engaged in preseason fire preparations, including internal and regional training activities.
- The Wildland Academy is scheduled to begin next month, and refresher training sessions are currently underway.
- Numerous preseason operational and training activities are occurring simultaneously in preparation for fire season.
- Work continues on disaster-funded projects, which are progressing well.
- The division is focusing on securing long-term funding opportunities rather than short-term or one-time funding sources.
- Staff are currently working with Clear Creek on the development of a long-term strategic plan that may support year-round staffing of an engine and crew within the area.

- The District is also awaiting a Notice of Funding Opportunity (NOFO) announcement for the Community Wildfire Defense Grant (CWDG) program, which is anticipated to be a significant funding opportunity.
- The District is moving in a positive direction and taking a measured approach to future program expansion and funding decisions.
- The current year is expected to provide a clearer understanding of long-term funding opportunities, operational expenditures, and overall program sustainability.

Michael Shockey, Deputy Chief of Emergency Operations noted:

- Numerous operational activities are currently underway in preparation for the upcoming fire season.
- An internal preseason meeting involving Battalion Chiefs and the Field Division is scheduled for the end of the month to finalize fire season readiness preparations.
- Call volume for the previous month remained consistent, with no major incidents reported during March.
- A significant long-line rescue incident occurred several days prior to the meeting.

Deputy Chief Shockey requested Battalion Chief John Brawley to provide a brief overview and key highlights of the rescue operation.

Battalion Chief John Brawley provided a summary of the recent long-line rescue incident involving a paraglider crash above Walley's Hot Springs.

- The patient crashed on the mountainside approximately 1,500 feet above Foothill Road.
- Working in coordination with the Douglas County Sheriff's Office, the District requested the Raven helicopter from the Washoe County Sheriff's Office.
- Personnel from Tahoe Douglas Fire Protection District and two District engine crews hiked into the remote location from a hairpin turn area on Kingsbury Grade, traversing steep terrain and multiple ridges to reach the patient and begin medical care.
- Air 12 was dispatched early in the incident, successfully located the patient, and confirmed the GPS coordinates provided by crews.
- Due to steep terrain and rocky conditions, Air 12 was unable to land near the patient and instead landed near the top of Kingsbury Grade.
- Washoe County helicopter resources arrived approximately one hour and forty minutes after being requested.
- Total response time from initial dispatch to patient arrival at the landing zone with Air 12 was approximately two hours and twelve minutes.
- The patient sustained significant injuries after reportedly falling 20 to 50 feet into rocky terrain and was transported to Renown Regional Medical Center for treatment.
- Given the terrain and complexity of similar rescue incidents, the overall response time was considered exceptionally fast.

- All responding crews safely hiked out of the area without injury.

District Fire Chief Alan Ernst added that the patient later contacted the crew to express appreciation for the response and care provided during the incident.

Alan Ernst, District Fire Chief noted:

- Appreciation for staff efforts over the past year, stating the District is beginning to see the positive results of that work.
- The District recently held its first annual awards and promotions ceremony, which received positive feedback from personnel and attendees.
- Thanks were extended to staff members who organized and coordinated the event.
- A community donor, whose medical emergency response involved District crews, has committed a \$10,000 donation toward future awards ceremonies, with the potential for an additional \$10,000 matching donation from another contributor.
- Thanked the labor group for its cooperation during contract negotiations, noting a tentative agreement was reached in four meetings through effective collaboration between labor and management.

President Michael Sommers requested a brief update on the District's Explorer Program, noting that he attended the recent Tahoe Douglas Elks Lodge Firefighter Appreciation Dinner where the Explorers assisted with serving.

District Fire Chief Ernst thanked the Tahoe Douglas Elks Lodge for hosting and supporting the recent Firefighter Appreciation Dinner, describing it as a successful opportunity for both the organization and the community. He reported the Explorer Program continues to grow and generate increased interest within the community, with more inquiries being received from prospective participants. The Explorers recently assisted with serving duties at the Firefighter Appreciation Dinner and are expected to participate in an upcoming Douglas County Kids' Fishing Derby. He commended the participants for their strong work ethic and enthusiasm, stating they are receiving valuable training and experience through the program. As participants advance in the program, the District hopes to provide additional opportunities, including future ride-alongs with crews to further develop their hands-on fire service experience.

President Sommers asked how many youth are in the Explorers Program.

District Fire Chief Ernst stated there are 10 or 12.

President Sommers asked what the age range is for the program.

District Fire Chief Ernst noted participants may remain in the program until age 21 and explained the program structure is affiliated with the Boy Scouts of America and follows a traditional Explorer program model.

President Sommers asked whether there have been any indications that participants in the Explorer Program are developing an interest in pursuing careers in the fire service.

District Fire Chief Ernst stated early feedback indicates at least half, and possibly as many as three-quarters of the Explorer participants have expressed interest in pursuing a career in the fire service. He noted one of the primary goals of the program was to build upon the District's Youth Academy by creating a pathway for participants to transition into the Explorer Program and potentially continue into careers as professional firefighters or volunteers. He added the program is intended to serve as a future recruitment avenue for the District.

President Sommers asked at what age individuals are eligible to become volunteers.

District Fire Chief Ernst stated they must be 18 years old.

Bernard Curtis, Director noted:

- Expressed appreciation for the invitation to attend the volunteer meeting the previous evening.
- Attended the awards ceremony and appreciated the opportunity to participate in the event.

Nathan Leising, Secretary noted:

- Expressed appreciation for the recent appreciation dinner and awards ceremony. Stating the events were very well organized and meaningful. Thanked staff for their efforts in planning and executing the events. Noted the strong turnout and overall success of the ceremony.

John Bellona, Director noted:

- No report

Mark Forsberg, Legal Counsel noted:

- No report

Barbara Griffin, Director noted:

- No report

Michael Sommers, President noted:

- No report

CLOSING PUBLIC COMMENT (No Action)

President Michael Sommers opened public comment.

There was no public comment.

Public comment closed.

ADJOURNMENT

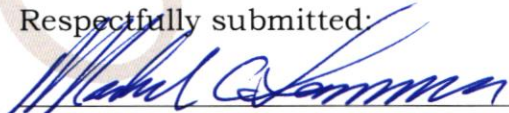
12. For Possible Action. Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (Micheal Sommers, President) 5 Minutes.

MOTION to adjourn; carried.

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

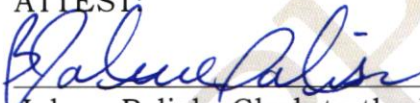
There being no further business to come before the Board, 2:23 PM the meeting was adjourned.

Respectfully submitted:



Michael Sommers, President
East Fork Fire Protection District

ATTEST:



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