

East Fork Fire Protection District



District Board Meeting
Agenda and Supporting Information for
The Meeting of December 16, 2025

EAST FORK FIRE PROTECTION DISTRICT

1694 County Road
Minden, Nevada 89423

Meeting Agenda

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

Alan Ernst, District Fire Chief

Jolene Polish, Board Clerk

Tuesday, December 16, 2025

12:00 PM Closed Session

To attend virtually-Contact Jolene Polish

1:00 PM Board Meeting

In person-1694 County Road, Minden

MISSION STATEMENT

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

East Fork Fire Protection District will be conducting its meeting in person and electronically. The public is welcome to attend the meeting virtually or in person at the East Fork Fire Protection District Office located at 1694 County Road, Minden, NV. If you would like to view the East Fork Fire Protection District Board meeting, please contact Jolene Polish prior to the day of the meeting at 775-782-9040 or jpolish@eastforkfire.org for details on how to log into the meeting.

Public comment will be accepted prior to the East Fork Fire Protection District Board meeting through either the email address provided below or by setting up a phone appointment with the East Fork Fire Protection District Office up until the day before the East Fork Fire Protection District Board meeting.

- Blank public comment forms will be available at the East Fork Fire Protection District Office (1694 County Road, Minden, Nevada) and completed forms may also be left at the same location.
- Written public comments may also be emailed to jpolish@eastforkfire.org. All public comments must be received prior to the date of the meeting if the comments are to be included in the supplemental materials.
- All written public comments received prior to 4:00 PM the day before the Board meeting will be compiled and will be added as supplemental material for the East Fork Fire Protection District Board and the public to review prior to the meeting.
- Any written public comment received on the day of the East Fork Fire Protection District Board meeting will be compiled and added as supplemental materials to the East Fork Fire District's website and distributed to the East Fork Fire Protection District Board within 24 hours after the meeting.

Members of the public may call Jolene Polish at 775-782-9040 to obtain help making public comments using the public comment methods.

Copies of the finalized agenda are posted at the following location prior to meeting day: East Fork Protection District Administrative Office. An electronic copy of the agenda and supporting materials are available on the following websites:

- East Fork Fire website: <https://eastforkfire.org/>
- Nevada Public notice: <https://notice.nv.gov>

Members of the public may request an electronic copy of the agenda or supporting materials by contacting Jolene Polish at jpolish@eastforkfire.org.

Agenda items may be taken out of order, may be combined for consideration, or may be removed from the agenda at any time. All items designated “for possible action” shall include discussion and possible action to approve, modify, deny, take “no action,” or continue the item.

It is the intent of the East Fork Fire Protection District Board to protect the dignity of citizens who wish to comment before the Board. It is also the desire of the East Fork Fire Protection District Board to provide the citizens with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the East Fork Fire Protection District Board for action without interference.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations are requested to notify Jolene Polish in writing at 1694 County Road, Minden, Nevada 89423 or by calling 775-782-9040 at least 20 hours in advance.

**EAST FORK FIRE PROTECTION DISTRICT
1694 COUNTY ROAD
MINDEN, NEVADA
FINAL AGENDA
DECEMBER 16, 2025**

CLOSED SESSION

12:00 PM

Closed Session. Closed session to receive information from counsel regarding potential or existing litigation involving a matter over which the public body has supervision, control, jurisdiction or advisory power. NRS 241.015(4)(c).
30 minutes.

Note: The East Fork Fire Protection District may from time to time convene a closed session in accordance with NRS 241.015(4)(c) to receive information from counsel regarding potential or existing litigation involving a matter over which the public body has supervision, control, jurisdiction or advisory power. These sessions will be held in advance of the public portion of the meetings and in the interest of the general public and final call for public comment.

BOARD MEETING

1:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE – John Bellona

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

APPROVAL OF AGENDA

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

APPROVAL OF PREVIOUS MINUTES

2. **For Possible Action.** Discussion and possible action to approve the draft meeting minutes of November 18, 2025, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

AWARDS, RECOGNITIONS, PROCLAMATIONS & DONATIONS

- 3. For Possible Action.** Discussion and possible action to accept the donation of \$75,000 from The Wray Family Foundation to be used in supporting the mission of the District and authorize a letter of appreciation from the Board President. (Alan Ernst, District Fire Chief) 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.

FINANCE

- A. For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of November 30, 2025. (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 November 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in November 2025 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 November 2025 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 October 2025 in the amount of \$15,301.23. (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 September 2025. (Julie Andress, Director of Finance/CFO)
- 5. For Presentation Only.** Budget Summary for month ending November 2025. (Julie Andress, Director of Finance/CFO) 5 minutes.

- 6. For Possible Action.** Discussion and possible action on the adoption of Resolution 2025R-009, which augments the fiscal year 2025-2026 budget for \$954,765 to the General Fund in order to appropriate and amend the opening fund balance based on prior year audit results and previously unbudgeted resources. (Julie Andress, Director of Finance/CFO) 10 minutes.
- 7. 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. (John Bellona, President) 5 minutes.
- 8. 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. (John Bellona, President) 5 minutes.
- 9. 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. (John Bellona, 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. (John Bellona, President)

ADJOURNMENT

- 10. For Possible Action.** Discussion and possible action to adjourn the East Fork Fire Protection District Board Meeting. (John Bellona, 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: Closed Session.** Closed session to receive information from legal counsel regarding potential or existing litigation involving a matter over which the public body has supervision, control, jurisdiction or advisory power. NRS 241.015(4)(c). (Jordan Walsh, District Legal Counsel) 30 minutes.
2. **Closed Session:** Closed session to receive information from legal counsel regarding potential or existing litigation.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Board Clerk
5. **Meeting Date:** December 16, 2025 **Time Required:** 30 minutes
6. **Agenda:** Closed Session.
7. **Background Information:** NRS 241.015(4)(c) permits a quorum of the board of a local governing body to gather in a closed session to receive information from legal counsel regarding potential or existing litigation and to deliberate toward a decision. No action will be taken during the closed session.

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Approval of proposed agenda. The East Fork Fire Protection District Board of Directors reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda. (John Bellona, President) 5 minutes.
2. **Recommended Motion:** Motion to approve the meeting agenda for December 16, 2025.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Board Clerk
5. **Meeting Date:** December 16, 2025 **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 # 1

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve the draft meeting minutes of November 18, 2025, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.
2. **Recommended Motion:** Motion to approve the minutes of the November 18, 2025, meeting.
3. **Funds Available:** NA **Amount:** NA
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jolene Polish, Clerk to the Board
5. **Meeting Date:** December 16, 2025 **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 November 18, 2025. Attached are the draft minutes.

Agenda Item # 2

DRAFT

The Board Meeting of the East Fork Fire Protection District Board was held on Tuesday, November 18, 2025, in-person and virtually, beginning at 1:00 PM.

East Fork Fire Protection District Board Present:

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

Staff:

Alan Ernst, District Fire Chief
Larry Goss, Deputy Fire Chief/Business Operations
Amy Ray, Deputy Fire Chief/Fire Marshal (absent)
Michael Shockey, Deputy Fire Chief/Emergency Operations (absent)
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:

Kathryn (Katie) Dinneen, Sciarani and Company
Chris Lang, East Fork Volunteer Firefighters Association
Adam Wennhold, Professional Firefighters Union Representative
Tim Holland, LP Insurance

CALL TO ORDER

President John Bellona

INITIAL MEETING BUSINESS

PLEDGE OF ALLEGIANCE

Director Nathan Leising led the Pledge of Allegiance

PUBLIC COMMENT (No Action)

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

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

Secretary Michael Sommers requested to combine items 9 and 10.

District Fire Chief Alan Ernst agreed to combine items 9 and 10.

MOTION to combine items 9 and 10 and approve the meeting agenda for October 21, 2025.

RESULT:	APPROVED [UNANIMOUS]
MOTION BY:	Barnard Curtis
SECOND BY:	Michael Sommers
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 of the October 21, 2025, meeting of the East Fork Fire Protection District Board of Directors. (John Bellona, President) 5 minutes.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve the draft meeting minutes of the October 21, 2025, 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 Possible Action. Discussion and possible action to accept a \$17,000 donation from the Volunteer Firefighters' Association to be deposited into the Burn Fund, as follows: \$5,000 from the Volunteer Firefighters' Association, \$1,000 from Volunteer Stations 2/9, \$1,000 from Volunteer Station 5, \$1,000 from Volunteer Station 6, \$4,000 from Volunteer Station 8, and \$5,000 from Volunteer Station 3; and to authorize the Board President to issue a letter of appreciation. (Alan Ernst, District Fire Chief) 5 minutes.

District Fire Chief Alan Ernst recognized the efforts of the East Fork Fire Protection District Volunteers. He acknowledged they are very active throughout the year in different fund-raising activities. He stated this generous contribution to the burn fund is tremendous. He explained the purpose of the burn fund is to support families that are victims of fire. He also stated we,

unfortunately, had to use the burn fund three times this year. Fortunately, there were funds available and the District was able to help those families after a tragedy.

East Fork Volunteer Firefighter Association President Chris Lang requested to amend this item to include an unexpected \$500, making the total donation \$17,500. He had four volunteers from Stations 2, 3 and 8 join him at the podium. He stated the volunteer stations are not just places to park apparatus, but they are community centers surrounded by very generous citizens. The hard work of the volunteers and the generosity of those citizens are what make this donation possible. On behalf of the East Fork Volunteer Firefighter Association, including all seven volunteer stations, President Lang presented a donation of \$17,500 to be deposited into the Burn Fund.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to accept a \$17,500 donation from the Volunteer Firefighters' Association to be deposited into the Burn Fund, as follows: \$5,000 from the Volunteer Firefighters' Association, \$1,000 from Volunteer Stations 2/9, \$1,000 from Volunteer Station 5, \$1,000 from Volunteer Station 6, \$4,000 from Volunteer Station 8, and \$5,000 from Volunteer Station 3, \$500 from an additional unexpected donation; and to authorize the Board President to issue a letter of appreciation.

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

4. For Possible Action. Discussion and possible action to recognize and approve the presentation of a Life Saving Award to Firefighter/Paramedics Aron Harvey, Austin Evans, Josef Almedia and Firefighter/EMT Cameron Van Ness for their exemplary actions in saving a life during an emergency incident. (Alan Ernst, District Fire Chief) 15 minutes.

District Fire Chief Alan Ernst said he was excited to present to the Board and the community, another example of what our men and women do every day out in the community. However, this one was unique and certainly deserves recognition.

District Fire Chief Ernst read the following narrative:

On October 11, 2025, Firefighter/Paramedics Aron Harvey, Austin Evans, Josef Almedia and Firefighter/EMT Cameron Van Ness demonstrated exceptional professionalism, bravery, and composure while responding to a life-threatening emergency involving a Priority 1 Motor Vehicle Collision rollover involving a side-by-side off Sunrise Pass Rd in the Johnson Lane sandpits area. Their rapid assessment, decisive actions, and effective coordination with emergency response resources directly resulted in the preservation of life. Their conduct reflects the highest standards of the District's core values, service, integrity, and dedication to community safety. The Life Saving Award is presented to individuals whose actions directly result in saving or significantly prolonging a human life. Recognition of such actions not only honors the recipients but also reinforces the District's ongoing commitment to excellence in emergency response and public service.

District Fire Chief Ernst gave additional details including:

- There was a roll-over of a side by side with two patients, one very critical, one moderate injury.
- Two helicopters were enroute.
- One of the patients suffered significant facial trauma, which prevented the attainment of an airway through normal means.
- Our paramedics performed what is called a surgical cricothyrotomy on the critical patient, which is an extremely rare procedure, especially out in the field. The paramedics performed the procedure flawlessly.
- The ER doctors informed the District of how impressed they were with the precision of the procedure.
- Without that intervention it certainly would have been a much more negative outcome for the patient.

Firefighter/Paramedic Aron Harvey stated in his extended time with East Fork Fire this is the first time he recalled someone being recognized for doing something above and beyond. A lot of people within the District have done things that are really amazing. He thanked Chief Ernst for recognizing the employees. He also stated Battle Born has done some training that really helped with this incident.

President John Bellona opened public comment.

Adam Wennhold, on behalf of the Professional Firefighters Union, thanked District Fire Chief Ernst for taking the opportunity to institute this Life Saving Award.

Public comment closed.

MOTION to recognize and approve the presentation of a Life Saving Award to Firefighter/Paramedics Aron Harvey, Austin Evans, Josef Almedia and

Firefighter/EMT Cameron Van Ness for their exemplary actions in saving a life during an emergency incident.

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

CONSENT CALENDAR

5. CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a District Director or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting. (John Bellona, President) 5 minutes.

FINANCE

- A. For Possible Action.** Discussion and possible action to accept the report on general ledger cash balances as of October 31, 2025. (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 October 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
- C. For Possible Action.** Discussion and possible action to approve payroll expenses paid in October 2025 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 October 2025 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 September 2025 in the amount of \$16,877.02. (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 August 2025. (Julie Andress, Director of Finance/CFO)

G. For Possible Action. Discussion and possible action to accept the donation of \$2,000 from Timken-Sturgis Foundation and authorize a letter of appreciation from the Board President. (Julie Andress, Director of Finance/CFO)

H. For Possible Action. Discussion and possible action to approve payment in the amount of \$19,661.36 to the Deputy Chief of Business Operations, which reflects extraordinary time spent on the August 2025 Rock Fire in Idaho, per Policy 650.16-Reimbursement Compensation for FLSA Exempt Employees. (Julie Andress, CFO/Director of Finance)

Director of Finance/CFO, Julie Andress made a clarification to Item 5E. There was a clerical error on the agenda. The amount for this item is \$15,877.02 not \$16,877.02. However, the action sheet and back up for this item is correct.

Director Barbara Griffin asked if item 5E should be pulled from the consent calendar because of the error.

President John Bellona stated he did not believe that was required and deferred to Legal Counsel for clarification.

District Legal Counsel Mark Forsberg confirmed since it was a clerical error on the agenda only, it did not need to be pulled.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to accept the reports as filed on the consent calendar, items A through H, as presented with one clerical correction on the agenda regarding 5E and with a highlight note of appreciation for item 5G.

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

6. For Presentation Only. Budget Summary for month ending October 2025. (Julie Andress, Director of Finance/CFO) 5 minutes.

Director of Finance/CFO Julie Andress stated:

- The budget performance report is at 33% of the year.
- Total revenues are at 28%.
- Total expenses for the operating fund is at 33%.

7. For Possible Action. Discussion and possible action to approve contracts with Cigna Health Insurance for medical coverage, Principal insurance for dental and vision coverage, and Standard Life for life and voluntary benefits for employees of the East Fork Fire Protection District for Calendar Year (CY) 2026, at an estimated annual cost of \$2,106,529. (Holly Megee, Director of Administrative Services) 15 minutes.

Director of Administrative Services/Holly Megee presented the following:

- This item is for the insurance benefits for the calendar year 2026.
- Division Chief/Risk Management, Brad Driscoll and Director of Administrative Services Megee met with Tim Holland, from LP Insurance, and completed the annual review of the insurance programs.
- District Fire Chief Alan Ernst, Director of Administrative Services Megee and Division Chief Driscoll, along with the Insurance Benefits Committee, which included Captain Roy Miner and Firefighter/Paramedic Brandon Brady-Martinez, recommended the District stay with Cigna Health, Principal for dental and vision, and Standard Life for the life and voluntary benefits.
- The total estimated cost for the calendar year 2026 is \$2,106,529.
- This is a 14% increase in the medical premiums, due to high utilization this past year.
- There is an 8.4% increase for Dental and Vision insurance.
- No increase for Life insurance.
- The total cost also includes coverage for 18 retirees that are still on the District's plan, but the District receives approximately \$76,000 back for their premiums.

Director of Administrative Services Megee introduced Tim Holland with LP Insurance for any questions.

There were no questions from the Board of Directors.

District Fire Chief Alan Ernst thanked staff and the Board for considering this item and made the following points:

- The initial quote was much higher but thanks to Director of Administrative Services Megee and Division Chief Driscoll working with Mr. Holland they were able to negotiate it down.
- There are certain Collective Bargaining Agreement (CBA) requirements that come into play when an increase hits a certain point that would affect the members and affect negotiations.

- One of the points in the decision was whether to go out to bid for new insurance.
- Very proud the District, including the Board and the employees, takes such great care of each other.
- There are several employees that are going through some significant health challenges, and an interruption or change in coverage could be very difficult.
- The District has a fiduciary requirement to do our best, and the negotiations got us to a point where we didn't have any CBA implications, while still getting to take care of our members.
- Very pleased with the number compared to where it started, and the District will work hard next year as well.

Secretary Michael Sommers asked what the budgeting process was when the budget was established for the insurance increase.

Director of Finance/CFO Julie Andress stated she will present a budget augmentation item at the December Board meeting. There will be about a \$122,000 increase.

Secretary Sommers asked where the \$122,000 was going to come from with the current budget report being 5% below normal revenues.

Director of Finance/CFO Andress stated it will hopefully come from the adjusted opening fund balance from our fiscal year 24/25 audit.

Secretary Sommers commented he and the other Board members had individually spoken with Mr. Holland and thanked him for his efforts and presentation. Secretary Sommers said he believed the Directors had asked Mr. Holland what the District should be doing to mitigate some of the issues looking forward to 2027.

President John Bellona commented Cigna has been a great health insurance company for the District.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve contracts with Cigna Health Insurance for medical coverage, Principal insurance for dental and vision coverage, and Standard Life for life and voluntary benefits for employees of the East Fork Fire Protection District for Calendar Year (CY) 2026, at an estimated annual cost of \$2,106,529.

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

Secretary Sommers asked Mr. Holland when the insurance would be bonded.

Mr. Holland stated as soon as he gets back to his car. All that was needed were the Open Enrollment dates.

Secretary Sommers asked who would handle Open Enrollment.

Director of Administrative Services Megee stated she will be handling that process. She also added that some retirees had already reached out to her expressing their support in staying with Cigna.

Mr. Holland stated he would provide all the open enrollment materials and be onsite to meet with anyone that might have questions.

8. For Possible Action. Discussion and possible action to approve the Fiscal Year Audit ending June 30, 2025, as prepared by the accounting firm of Sciarani and Company. (Julie Andress, Director of Finance/CFO) 30 minutes.

Director of Finance/CFO Julie Andress stated:

- Introduced Kathryn (Katie) Dinneen from Sciarani and Company to present the Fiscal Year 2024/25 Annual Audit.
- That were no Audit finding from this Audit.

Kathryn (Katie) Dinneen from Sciarani and Company noted:

- Director of Finance/CFO Andress pointed out a few typos, corrections will be made and new reports will be sent out.
- She thanked the Finance Department for being very proactive, helpful and open to discussion throughout the whole audit.
- The Emergency Reserve Fund grew from \$353,000 to \$370,000, due to allocations of interest earned from the Local Government Investment Pool (LGIP) investments account.
- The General Fund decreased approximately \$27,000.
- Property Taxes increased \$992,000 for the year.
- Intergovernmental Revenues decreased by \$625,000. However, the Ground Emergency Medical Transport (G.E.M.T) increased about \$43,000.

- The second consolidated tax payment from the state for June was late, it came in September, that is why it looks like it decreased. However, that money is there now.

Secretary Michael Sommers asked for clarification about the delinquency on the State and County not dispersing our funds in a timely manner and if those funds were not recognized as receivable and revenues.

Ms. Dinneen explained they are shown as receivables but not as revenues, instead they are shown in deferred revenues. Deferred revenues are a liability on the balance sheet. However, now that the funds have been received, we will go back and reverse some of the journal entries and the funds will go right back into revenue.

Ms. Dinneen continued:

- Charges for services overall increased about \$778,000.
- Fire plan fees were up quite a bit.
- Ambulance charges went up about \$51,000.
- Water initiative fee went up about \$162,000.
- Outside mutual aid went up significantly, about \$1.1 million.
- Total expenditures went up by about \$569,000. Most of that was in salaries and wages, which went up \$1.2 million, and benefits went up about \$365,000.
- Fire Suppression expenses dropped by \$550,000.
- Page 44 of the report is the balance sheet and page 45 is the statement of activities. These show the unavailable tax revenue of about \$295,00. \$200,000 was the late consolidated tax payment. The other \$95,000 is delinquent taxes that have not yet been collected. In addition is the District's non-spendable or prepaids, the emergency fund, and restricted bond proceeds.
- Restricted bond proceeds are earmarked for capital outlay. This is down to \$1.8 million after \$1.88 million in purchases for the year.
- The water initiative fund shows the purchase of the new water tender truck.
- The assigned section shows the District's expenditures from the Fiscal Year 25/26 budget.
- The unassigned section of \$1.8 million is unassigned funds.
- Page 15 of the report is the statement of net position.
- Page 17 of the report is the statement of activities.
- Page 31 of the report shows the capital asset schedule for the year.
- Page 32 of the report shows the debt obligations.
- Note 6 on page 32 shows the series 2019 bond which will mature this year and be paid off.
- Page 33 shows the new payment schedule for the 2023 bond.
- Governmental Accounting Standards Board (GASB) 101 was new this year. It looks at how the District recognizes the liability for sick leave and

vacation leave and the probability of employees becoming vested and using it all in their last year.

- What the District has been doing over the last three years has sufficed the new GASB 101 that was required this year.
- The graph on page 52 of the report shows the District's cash balance over the last 8 years, which has been consistent with the last couple years.
- The graph on page 53 of the report shows the unrestricted balance.
- Most of the District's expenses are salaries.
- Most of the District's revenues come from taxes.
- No deficiencies were found while reviewing the District's internal controls.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to approve, subsequent to the changes, both typographical and mathematical errors, in the audit and before it is restated and submitted to the state, and the Board, the District will receive an adjusted report, for the Fiscal Year Audit ending June 30, 2025, as prepared by the accounting firm of Sciarani and Company.

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

Agenda items 9 and 10 were combined during the approval of the agenda.

9. For Presentation Only. Update on the status of the Wildland Fuels program including but not limited to seasonals, grants and programs. (Alan Ernst, District Fire Chief) 15 minutes

10. For Possible Action. Discussion and possible action to allow District Administration to hire two additional full-time Fuels Crew members with a total cost allocation not to exceed \$154,936 annually. (Alan Ernst, District Fire Chief) 15 minutes.

District Fire Chief Alan Ernst welcomed and introduced the District's new Executive Program Manager Anthony Seghieri. He stated the District has been investing a lot into the Wildland Fuels program since he joined East Fork Fire. The District has been making tremendous strides in securing funding that we need for, not only the program, but also deliverables for the community. With

the growth of the program the Administration is requesting to hire two additional full-time Fuels Crew members.

Executive Program Manager Seghieri presented:

Fire and Fuels Program update as of 11/18/2025

Grant Projects:

- Autumn Hills Shaded Fuels Break- Complete
- Town of Genoa- Currently has \$70,000. This grant expires in January 2026, so this is a priority project for the District. All deliverables have been met and now the District can look to move some of those funds to other projects.

Secretary Michael Sommers asked if the grant was funded to the Town of Genoa and the Town subcontracted the District to preform the work.

Executive Program Manager Seghieri confirmed it was a Fire Adapted Nevada grant originally to the Town of Genoa and then the District received it. All the deliverables for the grant have been met, now the District can use those funds for more work in the area.

- Disaster Funds- Sierra Country, Alpine View, Taylor Creek, Clear Creek North and South- \$946,097. The District was able to get this grant because of the purchase of the masticator by lowering our production costs per acre.
- Community Wildfire Protection Plan (CWPP)- Up to \$250,000 in addition to the Disaster Fund

Secretary Sommers asked if these grant funds have been approved.

Executive Program Manager Seghieri confirmed they have been approved.

Secretary Sommers asked what the time frame is on these grants.

Executive Program Manager Seghieri stated these are all 5-year grants.

District Fire Chief Ernst clarified these funds are not given to us upfront. Rather they are available to us to bill from.

Executive Program Manager Seghieri stated completing the CWPP will really open the District up to receive additional grant funding. The District is piloting new software for a digital, county-wide, CWPP available online and available to all applicable entities.

Upcoming Grant Opportunity:

- Community Wildfire Defense Grants (CWDG). Applications open in December 2025 up to \$10 million available per application. These grants are for communities identified as underserved. Kingsbury into Genoa is the only area in the District identified as underserved.

Secretary Sommers asked if all the grants and projects at this time are west of Highway 395.

Executive Program Manager Seghieri confirmed the current grants and projects are west of Highway 395. The hope is with the new CWPP and working with the District's federal partners more work will become available.

Secretary Sommers asked who the District is competing with to receive the CWDG funds.

Executive Program Manager Seghieri stated it is a national grant program for underserved communities. The CWPP will hopefully help with identifying these areas within our District, including the east side of the Carson Valley.

Secretary Sommers asked if the District could partner with Alpine County, for example, as an underserved community and let them apply for the grant and subcontract East Fork Fire Protection District to provide the resources.

Executive Program Manager Seghieri explained he was not sure, but it is a possibility. He explained some of the problems he is running into is that areas like Topaz Ranch Estates (TRE) are not identified as an underserved community.

Director Bernard Curtis asked what the identification of an underserved community is based upon.

Executive Program Manager Seghieri explained it is based on census information. However, there is a margin of error within that, because areas like Glenbrook qualify as an underserved community when areas like TRE do not. He stated again the CWPP will hopefully drive more grant opportunities in these areas.

President John Bellona asked if Tribal Lands did not qualify as underserved communities.

Executive Program Manager Seghieri explained there is a tool online where you put in a specific area and it will tell you whether that area qualifies. The District can use this tool to identify areas that would qualify for CWDG. The District did bring the Washoe Tribe, among other partners, to the table in the CWPP update to get the District's partners involved which would open more opportunities for projects on the east side of the valley.

District Fire Chief Ernst stated another opportunity for funding for the District on the east side of the valley is through the Fire Management Assistance Grants (FMAG) process. The District just received FMAG approval for the Conner Fire incident which opens a large section of the east side of the valley for funding and projects.

Director Curtis asked for clarification on what the criteria are for determining underserved communities. Is it based on income?

Executive Program Manager Seghieri confirmed it is based on income reported on the census. One thing the District has worked on since he started was to become involved in the Shared Stewardship Program. This will allow the District to access funds other entities have for projects within the District.

Secretary Sommers asked if the District meets the minimum requirements to qualify, with the masticator and other equipment the District now has.

Executive Program Manager Seghieri confirmed the District does qualify now due to the increased production and lower cost per acre, which is because of the masticator and having 2 crews with the 4 seasonal employees.

President Bellona asked is the District looking at getting funding through NV Energy (Sempra) for their cleanup projects.

Executive Program Manager Seghieri confirmed the District's interested and it is to be determined.

District Fire Chief Ernst stated he met with NV Energy regarding this. They have changed how their fuels program works. Each project is put out to bid rather than the District being required to go where the project is. This allows some flexibility for the District to select the projects that are within the East Fork Protection District. They do have a desire to work with the fire districts where the projects are located. He stated Executive Program Manager Seghieri has done a great job finding opportunities for projects and funding. However, the District needs to be sure the requirements for the funding can be met.

District Fire Chief Ernst made the following points:

- Starting with slow growth, for example, adding the 4 seasonals this summer.
- Partnering with Nevada Division of Forestry (NDF).
- Adding 2 additional full-time Fuels Crew members.
- Cannot add employees without guaranteed work or be awarded Grant Funding without being able to complete the work.

Secretary Sommers asked if the District would be a preferred vendor for projects with NV Energy and is that being considered in planning?

District Fire Chief Ernst stated he has not gotten that far in the discussions with NV Energy. They have years' worth of work to do, and we will be notified when they go out to bid. As Executive Program Manager Seghieri stated earlier, prior to the masticator and the District's hourly rates dropping, there was no chance the District would be awarded those projects. Now there is a much better chance. Also, with the new hand crew the District will be partnering with NDF, which is another way to access funds for these types of projects through reimbursements.

Director Nathan Leising asked if there is any concern of pushback from private industry as far as competition for these projects.

Executive Program Manager Seghieri stated it is not currently a concern for the District but is something to consider. Historically, it has been a concern for NDF. He explained the benefits of partnering with NDF for this joint hand crew.

Secretary Sommers asked how far out the District is committed on work for the current staff.

Executive Program Manager Seghieri stated for just the 4 full-time employees the District has now, there is four to five years of work for them. That does not include any of the project opportunities with NDF or off-district assignments.

Secretary Sommers asked if that keeps those employees available to the District for off-district assignments.

Executive Program Manager Seghieri confirmed it does keep those employees available to the District. He also stated project maturity and funding will naturally drive the decision-making process for hiring.

Contract Projects:

- Clear Creek- \$77,900
- Job's Peak Ranch Pile Burn- Proposal in progress
- NV Energy TBD

Total Funds Acquired through contracts and grants are at \$1,093,997

Update on current projects:

- Autum Hills
- Genoa
- Clear Creek

The masticator has been a bigger help than originally anticipated.

Secretary Sommers asked how many qualified personnel the District has to run the masticator.

Executive Program Manager Seghieri stated the District has 1 current employee qualified and a couple actively training for it.

Off District Fire Assignments:

- The District's off-district fire assignments this year have contributed significantly to operational funding and experience. Personnel billed \$101,002 and equipment billed \$203,422, with several additional incidents still pending billing.

Secretary Sommers asked how the process works when requests for off-district responses come in.

District Fire Chief Ernst explained the requests initially go through the Battalion Chiefs because they are available 24/7. Requests are then routed to the available crews for assignment.

There was further discussion regarding the off-district assignment process.

Other Projects

- Joint hand crew with NDF
- CWPP is ongoing
- 5-year Strategic Plan is ongoing

Executive Program Manager Seghieri stated the 2 new Fuels Crew employees will be staffed with the NDF hand crew.

Secretary Sommers asked how the joint hand crew with NDF was going to work, with the goal of having a 6-man crew.

District Fire Chief Ernst explained there will initially be 4 employees staffed at station 15 with NDF, consisting of 2 full-time and 2 seasonal employees. The recruiting process has started for the 2 additional Fuels Crew members in anticipation of this item being approved today.

Secretary Sommers asked if the District had candidates available.

District Fire Chief Ernst stated yes, 3 of the current seasonals are interested. There is also a possibility of a third position becoming vacant.

Executive Program Manager Seghieri added the goal is in April when the District gets on track with seasonal employee hiring and lay off dates, it will compliment the rest of the program with seasonal employees.

Secretary Sommers asked if the joint hand crew with NDF is permanent.

District Fire Chief Ernst stated the agreement with NDF is an ongoing agreement. However, either party can terminate the agreement. The District

wants to bring on these 2 additional employees to keep current projects going since the District is losing the current seasonals at the end of November. They would then support the beginning of the joint hand crew, and in March an item will be presented to the Board for additional employees to complete the crew and backfill the engine. He explained he wanted to see how the billing with the initial 2 employees worked out before making that request.

Secretary Sommers asked if the crew would be prioritized to NDF incidents and under NDF control.

Executive Program Manager Seghieri explained the District and NDF have equal operational control as outlined in the agreement. The crew will remain together regardless of whether they are on a fire or a project. All decisions regarding assignments for the crew must be made together with NDF.

President Bellona asked about immediate need requests for the crew and if the District would send them.

District Fire Chief Ernst stated he does not foresee a time the District would not send the crew when requested. The District wants the crew to be assigned to incidents to gain experience and because the billing is better for the District when the crew is assigned to a fire. The combined vision for this crew is for it to be a Carded Type 2 Initial Attack Crew that would be available nationally.

Secretary Sommers asked what the projection of this program is for increasing the number of personnel within the District.

Executive Program Manager Seghieri stated it will be 10 employees, including seasonals, from East Fork Fire and 10 employees from NDF, to make a 20-person hand crew.

Secretary Sommers asked what is considered a full hand crew as far as how many personnel.

Executive Program Manager Seghieri stated 16 is the minimum national standard.

Secretary Sommers asked for confirmation the District would only be providing 1 hand crew over the next few years with this program, but if there was enough demand it could grow to 2 full hand crews.

Executive Program Manager Seghieri confirmed if the demand is there it could grow.

District Fire Chief Ernst explained the goal is to support this one crew, that will be called Genoa Peak. In March, if things go well, Administration will bring a proposal forward for 8 additional seasonals, just for this program, to add to the

2 full-time employees. This will fulfill the Districts commitment of 10. The District will then look at how to backfill the engine to make sure 2 engines are available.

Secretary Sommers asked if the District will be building this whole program based on projects rather than incidents.

District Fire Chief Ernst stated all the planning for this program is based on projects and grants and the incidents, from a financial perspective, is an extra benefit.

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

MOTION to allow District Administration to hire two additional full-time Fuels Crew members with a total cost allocation not to exceed \$154,936 annually.

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

Director Barbara Griffin complimented Executive Program Manager Seghieri for a great presentation. She stated she is very excited to see this program move forward and believes it will be one of the most beneficial programs for the District, much like the Battle Born Helicopter agreement.

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

Adam Wennhold on behalf of the East Fork Professional Firefighters Association reported:

- The Association is entering their fundraising season.
- Fill the Boot Drive on December 2nd to benefit the Share Your Christmas Food Drive along with additional funds raised throughout the year.
- Will be delivering at least 10 full Thanksgiving dinners to the food closet.
- This is the time of year the Association spends a lot of their money that was raised during the year.

- The legislature returned to session; there are 2 bills to be aware of. Assembly Bill 3 regarding public officials personal information and Senate Bill 7. Regarding changes to the Heart Lung Bill.

Director Nathan Leising asked if the Association was advertising the fundraisers that are occurring.

Mr. Wennhold stated the Association uses social media platforms to get the word out.

Director Bernard Curtis asked for clarification regarding Assembly Bill 3.

Mr. Wennhold stated public officials would be able to remove their personal information from publicly available roles, but he would defer to legal counsel to legally define the bill.

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

East Fork Volunteer Firefighters Association President Chris Lang reported:

- Volunteers will be trained on using Target Solution for logging all training activities.
- December 6th will be a defensible space assessment training.
- The new water tender truck will be in the parade of lights on December 6th.
- December 12th is the Annual Community Food Drive where Squad 9 will be all day.
- Conversations were had with 6 potential Apparatus Operator volunteers during an event at Heritage Park.
- The snowplow blade has been installed on Utility 9.
- Presented a donation from Volunteer Station 8 for the Explorer Program.

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

District Fire Chief Ernst noted:

- Firefighter Aaron Ghysels retired.

Division Chief/Risk Management/Safety Brad Driscoll noted:

- Safety topic for November was battery energy storage systems and electric vehicles. They are becoming an increased hazard for firefighters.

- Four firefighters in Sacramento suffered inhalation injuries from a Tesla fire they had put out and put on the tow truck. The Tesla started back on fire after they had their protective gear somewhat off, like their Self-Contained Breathing Apparatus (SCBA), and two of them suffered some serious inhalation injuries.
- There is an upcoming training at Telsa. That information will be brought back to the District.
- Work related injuries in the newsletter were for October. There were 8 total injuries reported. Two injuries were treated, with no lost time. Six injuries were only reported, with no treatment. Four of those were on a medical incident with low rick exposure.
- The Capital City Fire Academy is about halfway completed. Graduation is set for January 23, 2026.
- Upcoming Standpipe Training, with Carson City Fire, Tahoe Douglas and South Lake Tahoe. The training will take place at Bally's Lake Tahoe for about 1 week.

Secretary Michael Sommers asked how many of our Emergency Medical Service calls have the District had the opportunity to have Battle Born involved in?

Division Chief Driscoll stated he did not have that information at this time. Deputy Chief Michael Shockey would be the one to have that information.

District Fire Chief Ernst explained the District is still working on the reporting mechanism with Battle Born to identify what they do for the District versus what they do off the street.

Secretary Sommers asked for an update on the permanent Helipad at Station 12.

District Fire Chief Ernst stated an extension of the permit was requested. The District has been waiting on the final permit to begin paving and now, due to weather, paving likely won't happen until March or April.

Julie Andress, Director of Finance/CFO noted:

- Welcome and congratulations to Erica Amatore to the finance department as the new Accounting Specialist 1.
- The Annual Audit is officially done, and the finance department will begin working on the budget soon.
- The Quarterly One Economic report is complete and has been filed with the Department of Taxation.
- Updated Annual Audit reports will be issued and posted on the website.

Secretary Sommers thanked Director of Finance Andress and Kathryn (Katie) Dinneen from Sciarani and Company for their efforts on the audit. He wanted to recognize, along with the audit, there is a requirement for a letter to the

state on whether any conditions were found that would affect the audit and no conditions were found.

Mark Forsberg, District Legal Counsel noted:

- No Report

Holly Megee, Director of Administrative Services noted:

- Congratulated Jolene Polish as the new Board Clerk/Administrative Specialist.
- Welcomed Anthony Seghieri as the new Executive Program Manager.
- Service anniversaries for Sean Jackson (14 years), Mick Thun (4 years), Ralph Thimas (13 years).
- Retirement of Aaron Ghysels.

Larry Goss, Deputy Fire Chief/Business Operations noted:

- The first Fire Explorer meeting will be Thursday evening. Which will include a station and equipment orientation, orientation of the training facility and issuing some Personal Protection Equipment (PPE).

Secretary Sommers asked how many Fire Explorers there are.

Deputy Fire Chief Goss stated there are 9.

President John Bellona asked what station the meeting will be at.

Deputy Fire Chief Goss stated Station 14.

Secretary Sommers asked what time the meeting will be.

Deputy Fire Chief Goss stated 4:30pm

- Working on transitioning to newer technology in all the first out apparatus'.

District Fire Chief Ernst asked for an update on the alerting system.

Deputy Fire Chief Goss stated Station 7 has received the equipment and the installation is almost complete. Two additional parts came in yesterday and Conway will be pushing that out to get those installed. As soon as Station 7 is complete Conway will move on to the next station, until all stations are complete.

Deputy Fire Chief Goss noted the features of the new system:

- Every dorm room has a little LED screen they can select what apparatus they're assigned to and that will shut off the rest of the tones to their room.

- Each room has a lighted speaker, if that room is toned at night, the light will slowly light up and the speaker will slowly increase volume.
- It will be an automated dispatch for the staff to listen to, which will increase efficiency and time out.
- The dispatch center will still be able to input call notes as the call is being pushed out.
- There is a turnout timer in each hallway and in the apparatus space so staff can see where they're at.
- Continuing to work with Douglas County on the dispatch side of the system, which is coming along nicely.

Secretary Mike Sommers noted:

- He went to the demonstration of the masticator; it is very impressive.

Director Bernard Curtis noted:

- Received a question from the public regarding the insurance for Battle Born Helicopter.

Director of Administrative Services Megee stated the information is available in the office and will get the information to the Board.

Further discussion was had regarding insurance and subscription plans for air transport in the area. Citizens can call the District office for more information.

Director Nathan Leising noted:

- No Report.

President John Bellona asked who is updating the District's website.

District Fire Chief Ernst explained the website is currently being overhauled. He is proofing it to get it completely done. Going forward the website will be much more user-friendly for both the community and for the staff. The District's social media contractor has overhauled the website completely. Once the new website is complete the switch to the new website will happen, probably in 2 or 3 weeks.

Director Barbara Griffin noted:

- Welcome to Anthony Segheiri
- Congratulations to Jolene Polish and Erica Amatore.
- Happy Thanksgiving to everyone.
- Looking forward to returning in December.

District Fire Chief Ernst added the boardroom will be getting a refresh, including paint, removing excess furniture and reconfiguring the layout. The goal is to have the board seating permanent and not be moving tables around every month. Hopefully, this will be completed by next month's Board Meeting.

President John Bellona stated the updates to the front office look really nice.

District Fire Chief Ernst added he is very proud the District has employees that step up and are willing to do the work. It is saving a tremendous amount of money.

CLOSING PUBLIC COMMENT (No Action)

President John Bellona opened public comment.

There was no public comment.

Public comment closed.

ADJOURNMENT

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

MOTION to adjourn; carried.

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

There being no further business to come before the Board, at 2:49 PM the meeting was adjourned.

Respectfully submitted:

John Bellona, 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 accept the donation of \$75,000 from The Wray Family Foundation to be used in supporting the mission of the District and authorize a letter of appreciation from the Board President. (Alan Ernst, District Fire Chief) 5 minutes.
2. **Recommended Motion:** Motion to accept the donation of \$75,000 from The Wray Family Foundation to be used in supporting the mission of the District and authorize a letter of appreciation from the Board President.
3. **Funds Available:** NA **Amount:** \$75,000
Fund Name: General **Account Number:** 367-102 Donations
4. **Prepared by:** Alan Ernst, District Fire Chief
5. **Meeting Date:** December 16, 2025 **Time Required:** 5 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** On November 24, 2025, the District received a \$75,000 donation from The Wray Family Foundation to be used in supporting the mission of the District. The District is most grateful for this donation.

Agenda Item # 3

The Wray Family Foundation



November 20, 2025

East Fork Fire Protection District
1694 County Road
Minden, NV 89423

Hello,

The Wray Family Foundation is a newly formed foundation in Northern Nevada. The foundation is making its first round of yearly donations in 2025 to worthy organizations. Our directors have determined your organization meets our criteria for serving the public's best interests. Enclosed with this letter is a check for \$75,000 to be used in supporting the mission of your organization. We trust these funds will be beneficial in your organization's good work in serving your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lois Wray".

Lois Wray

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Approval of 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:** December 16, 2025 **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 an item is pulled by a District Director, the administration, 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 # 4

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 November 30, 2025. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to accept the report on general ledger cash balances as of November 30, 2025.
3. **Funds Available:** NA **Amount:** \$7,146,262.08
Fund Name: General, Emergency **Account Number:** Various
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** December 16, 2025 **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 # 4A

East Fork Fire Protection District

Cash Cross Fund Report

As of:

11/30/2025

Fund #	Fund Name	Account #	Account Description	Beginning of Month Balance	Changes	Ending of Month Balance
650	General Fund	101.650	Cash in Bank - EFFPD	737,463.02	(376,722.21)	360,740.81
650	General Fund	101.701	LGIP - Local Govt Investment Pool	5,131,255.87	1,280,000.00	6,411,255.87
650	General Fund	101.703	Reserve Account - Pitney Bowes	3,344.00	-	3,344.00
650	General Fund	102.000	Petty Cash	100.00	-	100.00
			Fund Total	5,872,162.89	903,277.79	6,775,440.68
651	Emergency Fund	101.701	LGIP	370,821.40	-	370,821.40
			Fund Total	370,821.40	-	370,821.40
Grand Total: 2 Funds				6,242,984.29	903,277.79	7,146,262.08

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 November 2025 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 November 2025 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$3,053,824.69
Fund Name: General **Account Number:** Various
4. **Prepared by:** Erica Amatore, Accounting Specialist
5. **Meeting Date:** December 16, 2025 **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 # 4B

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month
Report title 2: Monthly Board Report
Created on: 12/4/2025
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Record Transfer	11/3/2025		Waystar	952.42
Record Transfer	11/3/2025		Cybersource	27.95
Record Transfer	11/4/2025		Principal Life Insurance Co.	622.50
Record Transfer	11/4/2025		AuthorizeNet	30.00
Record Transfer	11/5/2025		Aflac	1,380.04
Check	11/7/2025	14454	A Sign Shop	115.50
Check	11/7/2025	14455	ABE Printing	219.95
Check	11/7/2025	14456	Air Exchange, Inc	757.50
Check	11/7/2025	14457	Airtec Gases, LLC	205.48
Check	11/7/2025	14458	Allstar Fire Equipment	20,592.00
Check	11/7/2025	14459	Anthony Seghieri	3,510.00
Check	11/7/2025	14460	Bently Ranch	15.00
Check	11/7/2025	14461	Bighorn Plumbing	96.00
Check	11/7/2025	14462	Bound Tree Medical, LLC	1,579.71
Check	11/7/2025	14463	Building Services of CA & NV, LLC	525.00
Check	11/7/2025	14464	Carson Dodge Chrysler	107.36
Check	11/7/2025	14465	Cintas	141.13
Check	11/7/2025	14466	CLIA Laboratory Program	248.00
Check	11/7/2025	14467	Conway Communications	105.00
Check	11/7/2025	14468	Douglas Disposal	656.10
Check	11/7/2025	14469	Fire Catt, LLC	8,742.55
Check	11/7/2025	14470	Flyers Energy LLC	5,866.24
Check	11/7/2025	14471	Gardnerville Water Company	273.53
Check	11/7/2025	14472	ITLS of Nevada	70.00
Check	11/7/2025	14473	Jeff Ortega	13,695.00
Check	11/7/2025	14474	Juniper Strategies, LLC	10,948.00
Check	11/7/2025	14475	Knox Company	1,298.00
Check	11/7/2025	14476	Letterhead Concepts Inc	1,945.85
Check	11/7/2025	14477	Life-Assist, Inc	4,046.72
Check	11/7/2025	14478	LN Curtis	1,521.68
Check	11/7/2025	14479	Marshall EMS Billing	9,214.67
Check	11/7/2025	14480	Marty's Appliance Inc	119.70
Check	11/7/2025	14481	Midstate Automotive Equipment	1,117.36
Check	11/7/2025	14482	Nu-Systems, Inc	117.00
Check	11/7/2025	14483	O'Reilly Auto Parts	473.03
Check	11/7/2025	14484	Pacific Shredding	28.89
Check	11/7/2025	14485	Parts House	752.15
Check	11/7/2025	14486	Pestmaster Services	375.00
Check	11/7/2025	14487	Siddons-Martin Emergency Group	6,790.47
Check	11/7/2025	14488	Snap-On Industrial	1,082.34
Check	11/7/2025	14489	Southwest Gas Corporation	531.53
Check	11/7/2025	14490	Topaz Ranch Estates GID & Water Co.	124.00
Check	11/7/2025	14491	Town of Minden	664.71
Check	11/7/2025	14492	UKG Kronos Systems, LLC	9.91
Check	11/7/2025	14493	Xerox Corporation	695.99
Check	11/7/2025	14494	Zoll Data Systems, Inc	5,049.69
Check	11/7/2025	14495	ZOLL Medical Corporation	4,217.00

Company name: East Fork Fire Protection District

Report name: Payables for Prior Month

Report title 2: Monthly Board Report

Created on: 12/4/2025

Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Record Transfer	11/10/2025		VOYA Benefit Strategies	30.40
Record Transfer	11/12/2025		Waystar	1,322.58
Record Transfer	11/13/2025		Optum Financial	88.65
Record Transfer	11/14/2025		VOYA Benefit Strategies	11,923.65
Record Transfer	11/14/2025		State of NV - DCP	25,864.55
Record Transfer	11/14/2025		State of NV - DCP	443.56
Record Transfer	11/17/2025		Bank of America- Checking	453.37
Record Transfer	11/17/2025		VOYA Benefit Strategies	275.00
Record Transfer	11/17/2025		VOYA - NV Deferred Comp	9,000.00
Record Transfer	11/18/2025		TASC Client Services	624.73
Record Transfer	11/18/2025		7710 Insurance	98,132.39
Record Transfer	11/18/2025		Waystar	914.53
Record Transfer	11/18/2025		Public Employees' Retirement System of Nevada	571,310.20
Record Transfer	11/20/2025		Principal Life Insurance Co.	7,969.52
Record Transfer	11/20/2025		Cigna	149,292.00
Check	11/21/2025	14496	A Sign Shop	230.00
Check	11/21/2025	14497	ABE Printing	501.98
Check	11/21/2025	14498	Ace Hardware	625.54
Check	11/21/2025	14499	Airtec Gases, LLC	106.40
Check	11/21/2025	14500	Allstar Fire Equipment	3,401.35
Check	11/21/2025	14501	Anthony Seghieri	1,800.00
Check	11/21/2025	14502	Bently Ranch	40.00
Check	11/21/2025	14503	Black Point LLC	975.16
Check	11/21/2025	14504	Bound Tree Medical, LLC	1,639.87
Check	11/21/2025	14505	Burroff and Associates, LTD	1,940.00
Check	11/21/2025	14506	Campora Propane	376.68
Check	11/21/2025	14507	Cintas	337.41
Check	11/21/2025	14508	Douglas County Utilities	1,966.77
Check	11/21/2025	14509	ERD	175.00
Check	11/21/2025	14510	First Alarm Wellness	8,900.78
Check	11/21/2025	14511	Flyers Energy LLC	3,201.07
Check	11/21/2025	14512	Gardnerville Ranchos GID	418.60
Check	11/21/2025	14513	Gladys Turissini	325.00
Check	11/21/2025	14514	Hi-Tech EVS, Inc	12,617.93
Check	11/21/2025	14515	Hunt & Sons, Inc	1,631.49
Check	11/21/2025	14516	ITLS of Nevada	60.00
Check	11/21/2025	14517	Littler Mendelson PC	979.00
Check	11/21/2025	14518	Lloyd Murray	1,802.95
Check	11/21/2025	14519	LN Curtis	204.90
Check	11/21/2025	14520	Marty's Appliance Inc	528.28
Check	11/21/2025	14521	Minden Electric, LLC	375.00
Check	11/21/2025	14522	O'Reilly Auto Parts	1,165.67
Check	11/21/2025	14523	Oshinski & Forsberg, Ltd.	1,377.50
Check	11/21/2025	14524	Patricia Barto - DNU	56.50
Check	11/21/2025	14525	Topaz Ranch Estates GID & Water Co.	103.40
Check	11/21/2025	14526	Uniformity of Nevada LLC	382.93

Company name: East Fork Fire Protection District
Report name: Payables for Prior Month
Report title 2: Monthly Board Report
Created on: 12/4/2025
Fund: All Funds--All Funds

Type	Date	Check No.	Payee Name	Transaction Amount
Check	11/21/2025	14527	Accolades Trophies, Engraving & Gifts	195.56
Check	11/21/2025	14528	Air Exchange, Inc	2,435.00
Check	11/21/2025	14529	Amazon Business	1,996.76
Check	11/21/2025	14530	Frontier Communications	156.97
Check	11/21/2025	14531	Pacific Shredding	28.89
Check	11/21/2025	14532	Pestmaster Services	183.00
Check	11/21/2025	14533	Public Employee's Benefits Program	348.76
Check	11/21/2025	14534	REMSA	6.50
Check	11/21/2025	14535	Riley Plumbing & Heating LTD	285.00
Check	11/21/2025	14536	Siddons-Martin Emergency Group	82.87
Check	11/21/2025	14537	Silver State International	1,400.19
Check	11/21/2025	14538	ubeo Business Services	174.59
Check	11/21/2025	14539	UKG Kronos Systems, LLC	103.53
Check	11/21/2025	14540	US Digital Designs	3,079.05
Check	11/21/2025	14541	West Coast Code Consultants	2,875.00
Check	11/21/2025	14542	Wharton Concrete	2,496.02
Record Transfer	11/21/2025		TASC Client Services	174.00
Record Transfer	11/25/2025		Waste Management	253.06
Record Transfer	11/26/2025		LGIP (Local Govt Investment Pool)	2,000,000.00

Total 112 records

Sum Total
3,053,824.69

# Purchases this month relating to the CIP	Accounts Payable	300,873.89
	Investements	2,000,000.00
	HR/Payroll/Benefits	752,950.80

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action to approve payroll expenses paid in November 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve payroll expenses paid in November 2025 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$1,507,054.83
Fund Name: General **Account Number:** Various
4. **Prepared by:** Jamie Zess/Accounting Specialist II
5. **Meeting Date:** December 16, 2025 **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 # 4C



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

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 11/01/2025-11/30/2025

Report Total									
# of EE's - 101 / # of Statements - 195									
Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
Helo Regular	504.00	15,706.62	NVPERS Fire	-	347,040.22	FIT	123,860.35	Direct Deposit	722,201.56
Regular	16201.50	518,869.00	NVPERS Reg	-	28,120.67	Additional Medi	740.71		
WC	656.00	60,476.25	Dist Paid Dent	-	7,124.34	MEDI	13,371.40		
Act-REG	132.00	-	Dist Paid Life	-	526.02	SIT:CA	1,155.11		
Act-REG-BC	24.00	-	Dist Paid Vis	-	935.10	Totals:	139,127.57		
ER REG	-	19,661.36	Dist Pd Med	-	145,771.23	MEDI	13,371.40		
FC-REG	543.00	13,114.57	Donate	600.00	-	SUTA:NV	-		
FTO-REG	228.00	-	HSA Acct Fee	-	191.25	ER Totals:	13,371.40		
Prec-REG	331.50	-	HSA Fam 55	200.00	-	All Totals:	152,498.97		
FC-PROJ	534.50	12,830.03	HSA Ind 55	316.66	-				
FLSA	370.50	11,624.53	HSA Pre Fam	21,578.24	7,500.00				
HIW	-	1,350.00	HSA Pre Ind	2,032.20	1,500.00				
Helo FLSA	13.50	420.75	HSA Special	120.00	-				
FC-ActREG	140.00	-	457 Roth post t	12,863.94	-				
FC-F-Reg	-	-	457-%	29,113.52	-				
FC-F-Reg-A	-	-	457-CU	8,100.21	-				
FC-TRN	-	-	457Roth-CU	1,347.11	-				
OT	3441.25	169,862.38	EFC	1,108.60	-				
OT-Helo	96.00	4,487.61	EFC2	1,015.38	-				
FC-F-OT	-	-	FICA Alt	879.31	-				
FC-OT	22.50	798.87	WANV	4.00	-				
Act-OT	196.50	8,824.56	ERSF	3.00	-				
Act-OT-BC	59.50	4,470.34	ERSF2	6.00	-				
FC-F-OT-A	-	-	Union Dues	9,519.00	-				
FTO-OT	-	-	Vol EE Life	1,036.04	-				
Prec-OT	-	-	Vol EE AD&D	267.40	-				
OD-OTC-SR	-	-	Vol Life Spouse	131.56	-				
C1	26.00	2,604.56	Vol Spouse AD&	47.98	-				
C1-Act-BC	-	-	Vol Child Life	14.00	-				
C3	-	-	Vol Child AD&D	2.40	-				
RTW	-	-	Vol Acc	861.48	-				
ActInc-CB-BC	-	-	Vol LTD	1,171.20	-				
ActInc-OT	196.50	882.46	A-CanPro-Post	57.64	-				
ActInc-OT-BC	59.50	670.55	Vol-A-ACC-Post	35.62	-				
ActInc-RTW	-	-	Vol-A-ACC-Pre	96.60	-				
ActInc-Reg	132.00	391.60	Vol-A-CanProPre	120.18	-				

--More--





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

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 11/01/2025-11/30/2025

Report Total

# of EE's - 101 / # of Statements - 195									
Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
ActInc-Reg-BC	24.00	180.32	Vol-A-Crit	41.22	-				
FCActInc-REG	140.00	399.84	Vol-A-HOSP	106.74	-				
FTOInc Reg	228.00	710.54	Vol-A-STD	698.64	-				
FTOInc-OT	-	-	Vol-A-TL	149.60	-				
FTOInc-RTW	-	-	Totals:	93,645.47	538,708.83				
PrecInc-OT	-	-							
PrecInc-Reg	331.50	975.06							
PrmInc-Reg	5248.00	10,120.44							
PrmInc-FLSA	132.00	246.36							
PrmInc-OT	1617.50	4,514.60							
PrmInc-CB	02.00	11.52							
PrmInc-RTW	-	-							
HazInc-Reg	1952.00	2,122.72							
HazInc-FLSA	48.00	50.36							
HazInc-OT	489.50	800.28							
HazInc-CB	-	-							
HazInc-RTW	-	-							
TSInc-Reg	480.00	2,903.07							
TSInc-FLSA	-	-							
TSInc-OT	83.50	752.82							
TSInc-CB	26.00	312.55							
AsInc-Reg	1814.00	3,885.02							
AsInc-FLSA	36.00	68.88							
AsInc-OT	694.00	2,529.62							
AsInc-CB	24.00	60.11							
AsInc-RTW	-	-							
EduInc-Reg	448.00	592.48							
EduInc-FLSA	12.00	15.84							
EduInc-OT	195.00	386.85							
EduInc-CB	-	-							
HeloInc-Reg	504.00	942.39							
HeloInc-FLSA	13.50	25.20							
HeloInc-OT	96.00	269.25							
WldInc-Reg	448.00	754.08							
WldInc-FLSA	12.00	20.16							
AS-BuyBack	88.00	4,937.95							

--More--





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

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 11/01/2025-11/30/2025

Report Total									
# of EE's - 101 / # of Statements - 195									
Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
AV-BuyBack	141.85	7,287.83							
WldInc-OT	195.00	492.35							
WldInc-CB	-	-							
AV	147.00	5,626.48							
ALU	-	-							
CLE	12.50	-							
CLE-BC	-	-							
CLE-CPT	64.00	-							
CLE-ENG	11.50	-							
CLE-FF	78.00	-							
CLE-Force	186.50	-							
FC-CLE	-	-							
MSC COMP	32.00	-							
AS	93.00	3,319.18							
H-Work	07.00	876.54							
H-Work-Inc	-	-							
HSP	-	1,848.90							
Holiday	443.00	18,740.07							
AsInc-HSP	-	-							
CU	35.50	1,590.40							
EduInc-HSP	-	-							
HazInc-HSP	-	-							
PrmInc-HSP	-	-							
TSInc-HSP	-	-							
WldInc-HSP	-	-							
LWOP	41.50	838.64							
PDU	96.00	-							
Sick Used	1358.00	-							
VU	1107.00	-							
CLU-56	-	-							
CLU-56+30	262.00	-							
CLU-56-30	322.00	-							
CLU-56-SI	57.50	-							
UBFO	-	-							
UN	-	-							
UN-40	-	-							

--More--





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

Payroll Register (By Account)
Board Report - Payroll Summary

Pay Dates: 11/01/2025-11/30/2025

Report Total									
# of EE's - 101 / # of Statements - 195									
Pay Type	Hrs	Amt	Deduction	EE Amt	ER Amt	Taxes	Amt	Net Pay	Amt
Comp Pay	-	2,752.82							
VS	-	17,753.58							
VacBB	-	-							
CPS	-	495.00							
UP	-	-							
Board PERS	-	300.00							
Board Non	-	1,200.00							
Admin Used	-	-							
REIM - NT	-	7,057.10							
RET-NON-PERS	-	-							
RET-PERS	-	-							
PERS Wages	-	679,615.44							
PERS Cont	-	375,160.89							
Totals:	39301.60	954,974.60							

Total District Liability for Payroll

Earnings:	\$ 954,974.60
Employer Deductions:	\$ 538,708.83
Employer Taxes:	\$ 13,371.40
TOTAL:	\$1,507,054.83



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 November 2025 per NRS 474.210. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to approve the Procurement Card Transactions paid in November 2025 per NRS 474.210.
3. **Funds Available:** Yes **Amount:** \$23,779.06

Fund Name: General **Account Number:** Various
4. **Prepared by:** Erica Amatore, Accounting Specialist
5. **Meeting Date:** December 16, 2025 **Time Required:** NA
6. **Agenda:** Consent
7. **Background Information:** Attached is the Report of Procurement Card Transactions for the period noted above.

Agenda Item # 4D

East Fork Fire Protection District
Procurement Card Transactions charged in November 2025

BofA CC - EF	10/30/2025	HOLLY MEGEE	SHERATON PARK HOTEL AN	\$	119.60
BofA CC - EF	10/30/2025	HOLLY MEGEE	SHERATON PARK HOTEL AN	\$	119.60
BofA CC - EF	10/30/2025	ALAN ERNST	SAVOR FB	\$	71.54
BofA CC - EF	10/30/2025	ALAN ERNST	ARCO #42605 AMPM	\$	16.91
BofA CC - EF	10/31/2025	CHAD SHELDREW	TRACTOR SUPPLY CO #182	\$	46.72
BofA CC - EF	10/31/2025	JEREMY CHANDLER	WM SUPERCENTER #1648	\$	113.32
BofA CC - EF	10/31/2025	BRADLEY DRISCOLL	HERTZ CAR RENTAL	\$	162.51
BofA CC - EF	11/2/2025	KEVIN REPAN	SHELL OIL12685775012	\$	60.52
BofA CC - EF	11/2/2025	ACCOUNTS PAYABLE	TWILIO INC	\$	40.04
BofA CC - EF	11/3/2025	NICK SUMMERS	WICKSTROM ACE HARDWARE	\$	8.98
BofA CC - EF	11/3/2025	SHELBY STANTON	FireNuggets Inc	\$	600.00
BofA CC - EF	11/3/2025	SHELBY STANTON	NORTH LAKE TAHOE FPD	\$	495.00
BofA CC - EF	11/4/2025	CHAD SHELDREW	THE HOME DEPOT #3312	\$	76.83
BofA CC - EF	11/4/2025	CHAD SHELDREW	THE HOME DEPOT #3312	\$	58.44
BofA CC - EF	11/4/2025	KEVIN MAY	CARSON VALLEY OIL CARD	\$	20.41
BofA CC - EF	11/4/2025	KEVIN MAY	CARSON VALLEY OIL CARD	\$	30.18
BofA CC - EF	11/4/2025	ALAN ERNST	OPENAI *CHATGPT SUBSCR	\$	20.00
BofA CC - EF	11/4/2025	JOLENE POLISH	DOUGLAS COUNTY RECORDER	\$	360.00
BofA CC - EF	11/4/2025	JOLENE POLISH	DOUGLAS CTYREC GOV SVC	\$	9.00
BofA CC - EF	11/4/2025	SHELBY STANTON	AGENT FEE 89009140710420	\$	30.00
BofA CC - EF	11/4/2025	SHELBY STANTON	SOUTHWES 52673241953581	\$	295.95
BofA CC - EF	11/4/2025	JULIE ANDRESS	MGM HTL SELF PARK	\$	20.00
BofA CC - EF	11/4/2025	ZACKARY SCHULTZ	THE HOME DEPOT #3312	\$	9.98
BofA CC - EF	11/5/2025	CHAD SHELDREW	SEND CUT SEND.COM	\$	213.33
BofA CC - EF	11/5/2025	DUSTIN WEISZ	HARBOR FREIGHT TOOLS35	\$	478.91
BofA CC - EF	11/5/2025	ACCOUNTS PAYABLE	Spectrum	\$	1,878.53
BofA CC - EF	11/5/2025	SHELBY STANTON	FILE OF LIFE, INC.	\$	31.72
BofA CC - EF	11/5/2025	SHELBY STANTON	NORTH LAKE TAHOE FPD	\$	495.00
BofA CC - EF	11/5/2025	BRADLEY DRISCOLL	HARBOR FREIGHT TOOLS35	\$	4.99
BofA CC - EF	11/5/2025	BRADLEY DRISCOLL	STARBUCKS STORE 03477	\$	23.42
BofA CC - EF	11/6/2025	PAUL AZEVEDO	INTL TRAUMALIFESUPPORT	\$	45.00
BofA CC - EF	11/6/2025	JULIE ANDRESS	RENO-TAHOE AIRPORT AUT	\$	108.00
BofA CC - EF	11/6/2025	JULIE ANDRESS	MGM-SIG - FRONT DESK	\$	729.04
BofA CC - EF	11/7/2025	PAUL AZEVEDO	INTL TRAUMALIFESUPPORT	\$	45.00
BofA CC - EF	11/7/2025	PAUL AZEVEDO	INTL TRAUMALIFESUPPORT	\$	90.00
BofA CC - EF	11/7/2025	LARRY GOSS	SAMBROWNSHIELDS.COM	\$	309.00
BofA CC - EF	11/7/2025	VINCE WEAVER	FORESTRY SUPPLIERS INC	\$	160.19
BofA CC - EF	11/7/2025	VINCE WEAVER	THE UPS STORE 7141	\$	57.37
BofA CC - EF	11/7/2025	ERICA AMATORE	DOUGLAS COUNTY RECORDER	\$	80.00
BofA CC - EF	11/7/2025	ERICA AMATORE	DOUGLAS CTYREC GOV SVC	\$	2.00
BofA CC - EF	11/7/2025	JAMES T CONNELLY	STARBUCKS STORE 06732	\$	42.84
BofA CC - EF	11/7/2025	COLE JACKSON	HARBOR FREIGHT TOOLS35	\$	235.90
BofA CC - EF	11/8/2025	PAUL AZEVEDO	INTL TRAUMALIFESUPPORT	\$	(45.00)
BofA CC - EF	11/8/2025	AMY RAY	INT'L CODE COUNCIL INC	\$	1,001.50
BofA CC - EF	11/8/2025	JAMES T CONNELLY	KIMS DONUT LLC	\$	74.29
BofA CC - EF	11/9/2025	ACCOUNTS PAYABLE	FEDEX56670577	\$	20.23
BofA CC - EF	11/10/2025	KEVIN REPAN	HARBOR FREIGHT TOOLS35	\$	15.78
BofA CC - EF	11/13/2025	DUSTIN WEISZ	TRUCK SAFE* O #3214	\$	1,429.00
BofA CC - EF	11/13/2025	STEPHEN KOONTZ	AMAZON MKTPL*B86C55G60	\$	29.21
BofA CC - EF	11/13/2025	STEPHEN KOONTZ	AMAZON MKTPL*B85BE9VD1	\$	53.05

East Fork Fire Protection District

Procurement Card Transactions charged in November 2025

BofA CC - EF	11/13/2025	BRADLEY DRISCOLL	STARBUCKS STORE 03477	\$	44.84
BofA CC - EF	11/14/2025	PAUL AZEVEDO	THE UPS STORE 7141	\$	632.72
BofA CC - EF	11/14/2025	PAUL AZEVEDO	AMERICAN HEART SHOPCPR	\$	498.40
BofA CC - EF	11/14/2025	LARRY GOSS	SAMBROWNSHIELDS.COM	\$	59.50
BofA CC - EF	11/14/2025	ACCOUNTS PAYABLE	TWILIO INC	\$	40.32
BofA CC - EF	11/14/2025	STEPHEN KOONTZ	AMAZON RETA* B89E61ML0	\$	4.59
BofA CC - EF	11/14/2025	COLE JACKSON	THE HOME DEPOT #3312	\$	188.19
BofA CC - EF	11/14/2025	COLE JACKSON	THE HOME DEPOT #3312	\$	46.94
BofA CC - EF	11/17/2025	DUSTIN WEISZ	HARBOR FREIGHT TOOLS35	\$	329.96
BofA CC - EF	11/17/2025	KEVIN MAY	THE HOME DEPOT #3309	\$	99.00
BofA CC - EF	11/17/2025	KEVIN MAY	THE HOME DEPOT #3309	\$	83.02
BofA CC - EF	11/18/2025	DUSTIN WEISZ	HARBOR FREIGHT TOOLS35	\$	349.98
BofA CC - EF	11/18/2025	AMY RAY	NFPA NATL FIRE PROTECT	\$	225.00
BofA CC - EF	11/18/2025	MICHAEL SHOCKEY	OPENAI *CHATGPT SUBSCR	\$	60.00
BofA CC - EF	11/18/2025	SHELBY STANTON	NORTH LAKE TAHOE FPD	\$	495.00
BofA CC - EF	11/19/2025	JAMES T CONNELLY	MAVERIK #560	\$	60.20
BofA CC - EF	11/19/2025	KEVIN MAY	THE HOME DEPOT #3309	\$	75.48
BofA CC - EF	11/19/2025	COLE JACKSON	THE HOME DEPOT #3312	\$	41.54
BofA CC - EF	11/20/2025	CHAD SHELDREW	IN *MOUND HOUSE POWDER	\$	234.60
BofA CC - EF	11/20/2025	VINCE WEAVER	WAL-MART #5864	\$	41.88
BofA CC - EF	11/20/2025	AMY RAY	INT'L CODE COUNCIL	\$	1,275.00
BofA CC - EF	11/20/2025	AMY RAY	INT'L CODE COUNCIL	\$	1,100.00
BofA CC - EF	11/20/2025	ALAN ERNST	76 - H&S 1008	\$	73.23
BofA CC - EF	11/20/2025	JOLENE POLISH	BRANDED SCREENPRINTING	\$	564.19
BofA CC - EF	11/20/2025	SHELBY STANTON	MAVERICK CASINOHOTEL E	\$	262.20
BofA CC - EF	11/21/2025	AMY RAY	INT'L CODE COUNCIL INC	\$	156.50
BofA CC - EF	11/23/2025	CHAD SHELDREW	THE HOME DEPOT #3312	\$	31.81
BofA CC - EF	11/23/2025	KEVIN MAY	CARHARTT	\$	710.09
BofA CC - EF	11/23/2025	KEVIN MAY	FILECAMP AG	\$	348.00
BofA CC - EF	11/24/2025	KEVIN MAY	INTERNATIONAL TRANSACTION	\$	2.78
BofA CC - EF	11/24/2025	KEVIN MAY	TRUCKEE-TAHOE LUMBER-S	\$	2,012.97
BofA CC - EF	11/24/2025	SHELBY STANTON	SOUTHWES 5262107421789	\$	298.96
BofA CC - EF	11/24/2025	SHELBY STANTON	SOUTHWES 5262107424691	\$	298.96
BofA CC - EF	11/24/2025	SHELBY STANTON	SOUTHWES 5262107418424	\$	298.96
BofA CC - EF	11/25/2025	VINCE WEAVER	THE HOME DEPOT #3312	\$	185.67
BofA CC - EF	11/25/2025	VINCE WEAVER	THE HOME DEPOT #3312	\$	173.36
BofA CC - EF	11/25/2025	VINCE WEAVER	THE HOME DEPOT #3312	\$	(185.67)
BofA CC - EF	11/25/2025	KEVIN MAY	CARSON VALLEY OIL-CARD	\$	66.89
BofA CC - EF	11/25/2025	KEVIN MAY	CARSON VALLEY OIL-CARD	\$	74.65
BofA CC - EF	11/25/2025	SHELBY STANTON	ORLEANS HOTEL & CASINO	\$	64.41
BofA CC - EF	11/25/2025	SHELBY STANTON	ORLEANS HOTEL & CASINO	\$	64.41
BofA CC - EF	11/25/2025	SHELBY STANTON	ORLEANS HOTEL & CASINO	\$	64.41
BofA CC - EF	11/26/2025	ACCOUNTS PAYABLE	SPI*DIRECTV SERVICE	\$	132.16
BofA CC - EF	11/26/2025	ACCOUNTS PAYABLE	FEDEX56794520	\$	12.28
BofA CC - EF	11/26/2025	HOLLY MEGEE	NV DPS RECORDS	\$	351.00
BofA CC - EF	11/26/2025	HOLLY MEGEE	WF4NVDPSSRCCD*SERVICE F	\$	7.90
BofA CC - EF	11/26/2025	BRADLEY DRISCOLL	OPENAI *CHATGPT SUBSCR	\$	20.00
				\$	22,470.11
BofA CC - VISA	11/2/2025	MATT HILL	CURB LV TAXI YCS	\$	32.30
BofA CC - VISA	11/7/2025	MATT HILL	MBAY FRONT DESK	\$	1,276.65

East Fork Fire Protection District
Procurement Card Transactions charged in November 2025

\$ 1,308.95

TOTAL

\$ 23,779.06

- * 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 October 2025 in the amount of \$15,301.23. (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 October 2025 in the amount of \$15,301.23.
3. **Funds Available:** NA **Amount:** \$15,301.23
Fund Name: NA **Account Number:** NA
4. **Prepared by:** Jamie Zess/Accounting Specialist II
5. **Meeting Date:** December 16, 2025 **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 of October 2025 in the amount of \$15,301.23 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 #4E

Credit As Type Summary Report (Deposit Date)

Deposit Date IS BETWEEN 10/01/2025 AND 10/31/2025; AND Credits IS W/OFF BAD DEBT OR W/OFF BAD DEBT - DECEASED OR W/OFF BANKRUPTCY OR W/OFF HARDSHIP OR W/OFF REDUCTION/DISCOUNT OR W/OFF SENT TO COLLECTIONS OR W/OFF SIERRA SAVER EMPLOYEE OR W/OFF SIERRA SAVER MBRSHIP OR W/OFF SIERRA SAVER

EAST FORK FIRE PROTECTION DISTRICT

<u>Credit Type/Credit Code</u>	<u>Count</u>	<u>Dollars</u>
Writeoffs		
W/OFF BAD DEBT	3	6,236.19
W/OFF BAD DEBT - DECEASED	26	12,958.05
W/OFF HARDSHIP	1	640.15
W/OFF REDUCTION/DISCOUNT	3	749.59
W/OFF SIERRA SAVER MBRSHIP	3	993.38
W/OFF SENT TO COLLECTIONS	20	-6,276.13
Totals For Type	56	\$ 15,301.23

Company Totals	56	\$ 15,301.23
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**East Fork Fire Protection District
Ambulance Billings and Write Summary
Billing Analysis
FY 25/26**

	July	August	September	October	YTD
Total Billed	1,056,123.70	982,470.95	922,863.99	1,002,961.02	3,964,419.66
Credit Type/Credit Code					-
W/OFF Bad Debt	324.88	6,004.59	5,816.65	6,236.19	18,382.31
W/OFF Bad Debt Deceased	621.56	3,933.71	1,417.19	12,958.05	18,930.51
W/OFF Bankruptcy	3259.74				3,259.74
W/OFF Reduction Discount	1092.07	1,667.87	960.04	749.59	4,469.57
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	12,203.76
W/OFF SS Volunteer Membership					-
W/OFF SS Employee Membership					-
W/OFF Hardship	715.32	97.50	225.00	640.15	1,677.97
W/OFF Sent to Collections	(2,105.04)	(15,711.58)	(1,887.25)	(6,276.13)	(25,980.00)
Total	5,110.05	(3,344.44)	15,877.02	15,301.23	32,943.86
					-
Percentage of W/OFF to Billings	0.48%	-0.34%	1.72%	1.53%	0.83%
Total Billed Calls	427	410	383	414	1634

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 September 2025. (Julie Andress, Director of Finance/CFO)
2. **Recommended Motion:** Motion to accept the report on state consolidated taxes collection and distribution as of September 2025.
3. **Funds Available:** NA **Amount:** \$257,865.65
Fund Name: General **Account Number:** 335.001
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** December 16, 2025 **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:

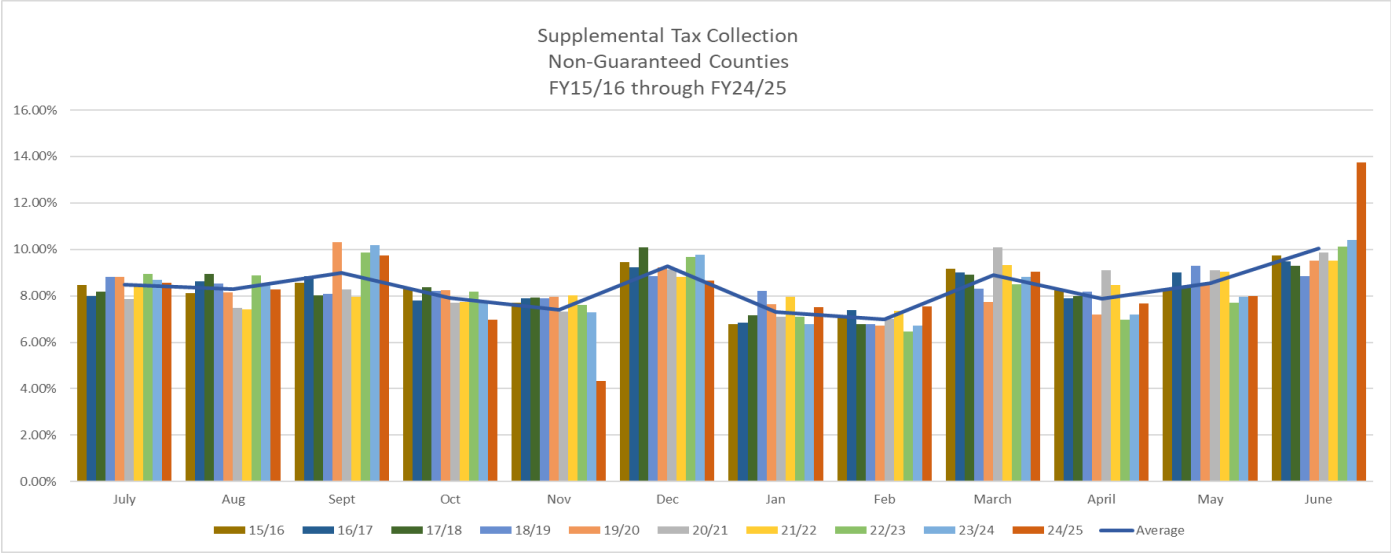
- **BCCRT** – Basic City County Relief Tax, 1/2% of statewide sales/use tax. Distributed to the county where the sale was made. For out-of-state companies, BCCRT is distributed based on population.
- **SCCRT** – Supplemental City-County Relief Tax, 1.75% of statewide sales/use tax. Total distribution 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.

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

% of year: 25.00%

Actual														
2025-26 Budget	July	August	September	October	November	December	January	February	March	April	May	June	Total	% Collected
BCCRT	5,809,528	540,178.53	1,139,350.48	1,665,080.91									3,344,609.92	57.57%
SCCRT	19,668,607	1,867,238.54	3,918,401.53	5,703,585.79									11,489,225.86	58.41%
CIGARETTE	108,497	6,232.12	15,761.22	17,355.92									39,349.26	36.27%
LIQUOR	75,106	3,617.54	14,456.12	20,046.12									38,119.78	50.75%
RPTT **	1,501,833	-		418,213.95									418,213.95	27.85%
GST	3,749,643	-	588,006.45	971,014.87									1,559,021.32	41.58%
TOTAL	30,913,214	2,417,266.73	5,675,975.80	8,795,297.56	-	-	-	-	-	-	-	-	16,888,540.09	54.63%
EFFPD Share	2,544,532													
Avg Monthly Payment	212,044													
Actual Payment		198,679.97	269,607.97	257,865.65									726,153.59	28.54%
EFFPD Share of Total Collections		8.22%	4.75%	2.93%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4.30%	
Over/(Under) Average		(13,364.36)	57,563.64	45,821.32	(212,044.33)	(212,044.33)	(212,044.33)	(212,044.33)	(212,044.33)	(212,044.33)	(212,044.33)	(212,044.33)	(1,818,378.41)	
		27.36%	37.13%	35.51%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	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%

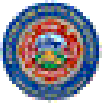
East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Presentation Only.** Budget Summary for month ending November 2025. (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:** December 16, 2025 **Time Required:** 5 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Attached is the Budget Summary for the period noted above.

Agenda Item # 5



650--Operations Fund

East Fork Fire Protection District
Budget Performance Report
41 % of Year Elapsed

	Amended Budget	Year To Date 11/30/2025			
	Amended Budget	Year to Date Actual	Remaining budget	% Used	% Remaining
Fund 650 - Operations					
Revenue					
Taxes	13,539,940.00	7,831,787.78	5,708,152.22	58 %	42 %
Intergovernmental Revenue	4,107,319.00	1,077,387.00	3,029,932.00	26 %	74 %
Charges For Services	4,911,945.00	2,509,369.78	2,402,575.22	51 %	49 %
Miscellaneous Revenue	315,685.00	47,660.21	268,024.79	15 %	85 %
Other Financing Sources	5,000.00	22,562.50	(17,562.50)	451 %	(351) %
Beg. Fund Bal./Reserves	6,093,825.00	0.00	6,093,825.00	0 %	100 %
Total Revenues	28,973,714.00	11,488,767.27	17,484,946.73	40 %	60 %
Expenses - All (Fund 650)					
Dept 231 - Administration					
Expenses - Salary, Wages & Benf					
Salaries & Wages	10,889,617.00	5,014,693.91	5,874,923.09	46 %	54 %
Employee Benefits	8,059,207.00	3,308,137.18	4,751,069.82	41 %	59 %
Total - Salary, Wages & Benf	18,948,824.00	8,322,831.09	10,625,992.91	44 %	56 %
Service & Supplies	382,632.00	124,131.59	258,500.41	32 %	68 %
Total Dept 231 - Administration	(19,331,456.00)	(8,446,962.68)	(10,884,493.32)	44 %	56 %
Dept 232 - Fire Prevention					
Service & Supplies	23,250.00	18,155.94	5,094.06	78 %	22 %
Total Dept 232 - Fire Prevention	(23,250.00)	(18,155.94)	(5,094.06)	78 %	22 %
Dept 235- Training					
Service & Supplies	115,000.00	52,190.35	62,809.65	45 %	55 %
Total Dept 235 - Training	(115,000.00)	(52,190.35)	(62,809.65)	45 %	55 %
Dept 251 - Suppression					
Service & Supplies	2,840,515.00	1,431,097.56	1,409,417.44	50 %	50 %
Expenses - Capital Outlay/Projects	3,019,820.00	1,079,589.30	1,940,230.70	36 %	64 %
Total Dept 251- Suppression	(5,860,335.00)	(2,510,686.86)	(3,349,648.14)	43 %	57 %
Dept 297 - Debt Service					
Service & Supplies	448,545.00	237,218.50	211,326.50	53 %	47 %
Total Dept 297 - Debt Service	(448,545.00)	(237,218.50)	(211,326.50)	53 %	47 %
Other Financing Uses	(334,653.00)	0.00	(334,653.00)	0 %	100 %
Ending Fund Bal/Reserve	2,860,475.00	0.00	2,860,475.00	0 %	100 %
Total Expenses - All (Fund 650)	28,973,714.00	11,265,214.33	17,708,499.67	39 %	61 %
Total Fund 650 - Operations	0.00	223,552.94	(223,552.94)	0 %	0 %

East Fork Fire Protection District

AGENDA ACTION SHEET

1. **Title: For Possible Action.** Discussion and possible action on the adoption of Resolution 2025R-009, which augments the fiscal year 2025-2026 budget for \$954,765 to the General Fund in order to appropriate and amend the opening fund balance based on prior year audit results and previously unbudgeted resources. (Julie Andress, Director of Finance/CFO) 10 minutes.
2. **Recommended Motion:** Motion to adopt Resolution 2025R-009, which augments the fiscal year 2025-2026 budget for \$954,765 to the General Fund in order to appropriate and amend the opening fund balance based on prior year audit results and previously unbudgeted resources
3. **Funds Available:** Yes **Amount:** \$954,765
Fund Name: General and Emergency Funds **Account Number:** Various
4. **Prepared by:** Julie Andress, Director of Finance/CFO
5. **Meeting Date:** December 16, 2025 **Time Required:** 10 minutes
6. **Agenda:** Administrative
7. **Background Information:** Nevada Revised Statutes (NRS) 354.598005 allows for and provides guidelines for local governments to augment their budgets if anticipated resources are available during the budget period and exceed those estimated. Typically, staff brings augmentations before the Board two or three times a year for such things as bringing forward a budget for already approved purchase orders and projects from the prior fiscal year, amending the opening fund balance based on prior year audit results and to augment additional revenue, expenses, and deferred funds.

This is the first augmentation for the 2025-2026 fiscal year. This augmentation is to amend the budget and opening fund balance based on the prior year's audit results and to augment additional revenues received.

RESOLUTION NUMBER 2025R-009

**RESOLUTION AUGMENTING THE 2025-26 FISCAL YEAR BUDGET
FOR THE EAST FORK FIRE PROTECTION DISTRICT**

WHEREAS, there is a need to augment the East Fork Fire Protection District's budget to reflect the results of operations for Fiscal Year 2025-2026, and

WHEREAS, there is a need to augment the East Fork Fire Protection District's General Fund budget to reflect additional unbudgeted revenue received during the first part of Fiscal Year 2025-26, and

WHEREAS, there is a need to augment the East Fork Fire Protection District's General Fund budget to reflect the adjusted opening fund balance and appropriate and amend previously unbudgeted resources

WHEREAS, there is a need to augment for the additional revenue pursuant to NRS 354.598005, and

WHEREAS, there is a need to revise the following:

GENERAL FUND

Revenue

Opening Fund Balance	\$	788,002
Charges For Service	\$	158,263
Miscellaneous Revenue	\$	8,500
Total	\$	954,765

Expenditures

Dept. 231 - Administration		
Salary and Wages	\$	158,263
Employee Benefits	\$	122,332
Dept. 235 - Training		
Services and Supplies	\$	8,900
Dept. 251 - Fire Suppression		
Services and Supplies	\$	96,792
Capital Outlay	\$	568,478
Total	\$	954,765

NOW, THEREFORE, BE IT RESOLVED, that the 2025-26 Fiscal Year budget is herein approved.

ADOPTED, this 16th day of Dec, 2025

VOTE:

Ayes Directors:

Nays Directors:

Absent Directors:

PRESIDENT

John Bellona, Board of Directors
East Fork Fire Protection District

ATTEST:

JOLENE POLISH
Clerk

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. (John Bellona, 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:** December 16, 2025 **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 # 7

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. (John Bellona, 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:** December 16, 2025 **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 # 8

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. (John Bellona, 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:** December 16, 2025 **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 # 9

MESSAGE FROM THE FIRE CHIEF

As we close out another productive month, I am pleased to share several important accomplishments that reflect the dedication and professionalism of our entire team.

First, I am proud to announce that the District has successfully completed its annual financial audit with zero findings. This outcome is a testament to our commitment to transparency, fiscal responsibility, and strong internal practices. I want to thank everyone involved in the process for their diligence and attention to detail.

This month also marked the rollout of our annual Sierra Saver Program. Our staff has been working diligently to process applications, assist residents, and ensure a smooth experience for the community. Their hard work during this busy period is greatly appreciated and reinforces our mission to provide both exceptional service and meaningful programs to those we serve.

Additionally, our Training Division has been extremely active preparing for and delivering a comprehensive multi-agency high-rise drill. This collaborative training brings together regional partners to sharpen skills, strengthen interoperability, and enhance readiness for complex incidents. The work invested in planning and executing this drill will provide tremendous value to the entire region.

Thank you to all members of the District for your continued dedication and professionalism. Your efforts directly support our mission and strengthen our ability to serve our community each and every day.

HUMAN RESOURCE/ADMINISTRATION

Thank you to our seasonal fuels crew members for your dedication and hard work throughout the fall. Your efforts have made a meaningful impact, and we appreciate the professionalism you brought to every assignment.

Congratulations as well to our new full-time fuels crew members—welcome aboard! We're excited to have you join the team and look forward to the contributions you'll bring to our fuels program. Our academy recruits continue to perform exceptionally well and remain on track for graduation on January 23rd. We're proud of their progress and look forward to welcoming them into the field soon.

December Anniversaries

The District proudly recognizes the following team members for their dedicated service and continued commitment.

Service Anniversaries

- Dominic Merlino-7 years-December 01
- John Bellona-30 years-December 06
- Shelby Stanton-1 year-December 09
- Kevin May-12 years-December 11
- Christian J. Orozco-5 years-December 12
- Jolene Polish-1 year-December 16
- Cameron Van Ness-7 years-December 22
- Alan Ernst-1 year-December 23
- Michael Soracco-16 years-December 26
- Nick Summers-16 years-December 26
- Aron Harvey-9 years-December 28
- Jacob Ferriera-9 years-December 28
- Adrian Marquez-9 years-December 28
- Alex Callahan-10 years-December 30
- Rylan McDougal-10 years-December 30

Significant Incidents and Updates

Emergency Operations

Call Summary November:

- Total Calls for Service: **579**
- YTD: **6,696**
- Air 12 Calls for Service: **5**

Major Incidents November:

- None



Risk Management/Safety

Safety Topic for November:

- Worcester Cold Storage Fire

Work-Related Injuries for November:

- 0 Injuries



FIRE PREVENTION

LOOKING AHEAD AT SUBMITTALS

- High Sierra Distillery looking at moving silos to the Minden location
- Sierra Buckeye Industrial Park 39,000 sqft storage building

PLAN REVIEW: November

- 34 submitted
- 43 approved

INSPECTION: November

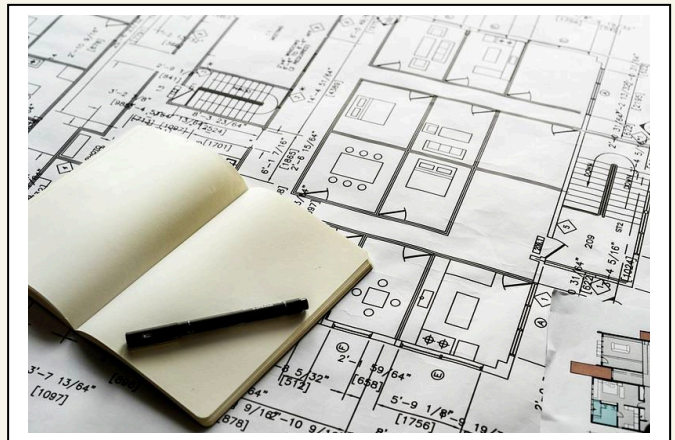
- 78 Annual
- 14 Construction
- 9 Pre-Plans

CURRENT PROJECTS

- 2024 Code amendments had their first reading at the County Commission, and the second reading for adoption is Dec. 18.
- There is a new Wildfire Hazard Assessment Map from the NDF reflecting information gathered in 2024.

UPDATES

- Construction inspections continue
- Annual inspections in process
- First Due training on new modules continues
- Bluebeam training in preparation to move to the County plan intake and review system
- Continuing updates/training on the '24 codes
- Chief Ray and Captain Mooneyhan taught at the Regional Fire Academy: Community Risk, Systems and Fire Investigation



EFFPD

BUSINESS OPERATIONS

WHAT'S NEW

- Fleet
 - Type 3 remount upgrades are almost complete. Stripping is next
 - iPad transition from MDCs in progress
 - Apparatus Committee- Quote received from Pierce for new Type 1 engines
- Facilities
 - Station Alert System install is almost complete at Sta 7. Sta 14 has been delivered
 - Preventive maintenance on heating systems has shown numerous issues with cracks in the heat exchanges. Replacement authorized for Sta 7 and Sta 4 living quarters and Apparatus Bay heater replacements in Stations 2, 3, 15 and 8 ahead of freezing temperatures
 - Quotes out for Station upgrades in line with Station Habitability
- Community
 - The Explorer program is going very well with a total of 10 Explorers

FINANCE DIVISION

Updates:

- ❖ Received State of NV Dept. of Taxation compliance letter for FY 24-25 annual audit with no violations
- ❖ Preparing for FY 26-27 budget workshop



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. (John Bellona, 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:** December 16, 2025 **Time Required:** 5 minutes
6. **Agenda:** Administrative Agenda
7. **Background Information:** Motion to adjourn the East Fork Fire Protection District Board Meeting.

Agenda Item # 10