

Flaming Gorge Fire & EMS District Board Minutes  
June 26, 2024, 6:00 PM  
Manila Fire Station  
71 West 1st North, Manila, UT 84046

1. Welcome/Introductions

- a. Stephanie Rose (Board Chair), Gale Lamb (Board Member), Bret Reynolds (Board Member), Leonard Isaacson (Board Member), Steve Forbes (Manager), Greg Scott (Assistant Fire Chief), Randy Browning (Fire Chief), Casey Olsen (EMS Director), Woody Bair (Board Member) is excused.

2. Updates

- a. Manila Fire Chief - Randy Browning
  - i. Brian Raymond recognition for 20+ years of service.
  - ii. Siddons Martin checked the ladder truck last week. Fixed a few minor things. Needs a new APU for powering hydraulics when the truck is not running. Pump is now certified. They checked the bully pump, but Randy has not received it yet. Randy will get certifications to Steve for printing and filing.
  - iii. Wildland training was yesterday. We now have 5 red card certified firefighters in the department. Still need to work on a few items to have the trucks ready for inspection by Corey for certification.
  - iv. 2 fire inspections this week.
  - v. Randy is signed up on NFIRS.
  - vi. Fireworks coming up in Dutch John on 7/6, two firefighters will be there to support.
  - vii. Need to follow up regarding garage door operation.
- b. Dutch John Fire - JayDee Guymon
- c. Advisory committee
  - i. Steve will remove it from the agenda until the committee schedules another meeting.
- d. Fire Warden - Corey Auger
- e. Daggett County Emergency Manager - Leonard Isaacson
  - i. Labor Day fair (Saturday of Labor Day Weekend) is going to be a good opportunity for the district to outreach to new volunteers.
    - 1. Steve will add to next agenda
  - ii. County is being reimbursed by the State of Utah for 2023 flood damages
- f. EMS Director - Casey Olsen
- g. District Manager - Steve Forbes
  - i. URS Firefighter program participation
  - ii. Randy will purchase numbering for trucks, Steve will contact Pitt Stop Signs to purchase more large stickers.
  - iii. PEHP stated we can only have one selection given the size of our organization, so we chose STAR HSA Option 4.
  - iv. Steve will get Randy set up in quickbooks.
- h. Board Members
  - i. Bret
    - 1. Garbage bin was unlocked, and requested we keep it locked.
    - 2. Moving \$10,000 from PTIF to checking
  - ii. Woody
  - iii. Stephanie
    - 1. Steph will write a thank you letter for Bryan's service.
    - 2. Spoke with Kathy Knight who requested comment for the town newsletter regarding whether there are any firework restrictions for the 4th of July.
  - iv. Leonard
  - v. Gale

3. Discussion and consideration of pay for vehicle service time.
  - a. Bret MOTIONS to approve pay for vehicle service time, Stephanie SECONDS. Leonard suggests we take into consideration limits to how much time can be used. Consensus is for time management to be at the Chief's discretion. No objections in vote. Motion PASSES.
4. Discussion and consideration of EMS Medical Director contract.
  - a. Stephanie MOTIONS to sign contract with Medical Director, Leonard SECONDS. No objections. Motion PASSES.
5. Discussion and consideration of transferring EMS staff from Daggett County.
  - a. Bret MOTIONS to make transfer of EMTs effective on 7/1/24, Leonard SECONDS. No objections. Motion PASSES.
6. Policy Review
  - a. Personnel Policy: Section 1: "Introduction"
  - b. Procurement Policy: Section 1: "Background", Section 2: "Definitions"
    - i. Steve will add procurement policy section 1 to the next agenda for discussion and consideration.
7. Correspondence
  - a. Cybersecurity services notice from the State of Utah.
8. Review and approve June 11, 2024 and June 12, 2024 meeting minutes.
  - a. Stephanie MOPTIONS to approve minutes from June 11 and June 12 as printed, Bret SECONDS. No objections. Motion PASSES.
9. Financials
  - a. Transferring \$10,000 from PTIF to the checking account in anticipation of next month of operating expenses.
10. Payables
  - a. Bret MOTIONS to approve payables as presented totalling \$2,519.30, Gale SECONDS. No objections. Motion PASSES and payables form signed by board members in attendance.
11. Closed session for Discussion of Items permitted by § 52-4-205 of State Code\*.
12. Adjourn - 7:07

If you would like to attend virtually: [meet.google.com/uio-vxyv-btg](https://meet.google.com/uio-vxyv-btg)

Open Google Meet and enter: uio-vxyv-btg

Join by Phone by dialing 406-948-2965 PIN: 186 541 174#

\*pursuant to § 52-4-205 of Utah State Code: Closed Session is for the purpose of discussing the character, professional competence, or physical or mental health of an individual; collective bargaining; litigation, purchase, exchange, or lease of real property