

Flaming Gorge Fire & EMS District Board Minutes
August 13, 2025, 6:00PM
Manila Fire Station
71 West 1st North, Manila, UT 84046

1. Welcome/Introductions
 - a. Stephanie Rose (Chair), Bret Reynolds, Leonard Isaacson, Steve Forbes, Jeff Gosar, Gale Lamb, Casey Olsen
2. Updates
 - a. Dutch John Fire - JayDee Guymon
 - i. No update
 - b. Fire Warden - Corey Auger
 - i. Corey sent e-mail with updates
 1. Corey attended meeting with county commissioners, they shared similar questions to those we've already discussed. He has no new updates on HB48 and will share when he gets updates.
 2. Ashley NF is now under Stage 1 fire restrictions
 3. Year to date information on fire activity in Daggett County was shared.
 - c. Daggett County Emergency Manager - Leonard Isaacson
 - i. UCA will be here to reprogram radios on Friday.
 - ii. HAZMAT trailer stocking is in progress, more will be done following the Labor Day weekend.
 - iii. The emergency preparedness fair is still planned for Saturday of Labor Day weekend.
 - iv. An emergency broadcast on phones will be taking place soon, this is part of the tri-county emergency broadcast system. Information is posted publicly and available for all residents/visitors.
 - v. Syscom will be on site later this month and will install 1 of the remaining L3 Harris radios and we will hold off on the last two until the new EMS vehicle arrives.
 - d. General Manager - Steve Forbes
 - i. Fire Operations Report - Jeff Gosar
 1. Jeff has been in touch with Randy Hughes about the possibility of collaborating with Williams NG regarding a future satellite station in Brown's Park/Clay Basin.
 2. Jeff has been in contact with Chris Stewart regarding the property they are developing in Summit County and Mr. Stewart shared an interest in helping the district pursue new equipment through federal programs.
 - ii. EMS Operations Report - Casey Olsen
 1. Casey presents a draft service agreement for special event standby services. The board is provided a copy and we will include this item as a discussion item for the next meeting. Approval may require public hearing if it entails a new fee.
 - a. If a fee waiver is requested, we can establish a process for this that involves board approval.
 2. Stephanie asks whether it makes sense to include fire and EMS services in the same document.
 3. Bret raises a question regarding a clause addressing non-payment for services.
 - iii. Administrative Updates
 1. Steve did performance reviews with Jeff and Casey. Bret asks whether it is warranted for the board to do a performance review with Steve, and consensus is for Stephanie to complete it as the board chair. Steve will provide the same form he used for Jeff and Casey.
 - a. Bret asked whether the board needs to review performance reviews. Consensus is that the reviews are private between supervisors and employees. They are stored securely, and can

- be requested by board review under special circumstances in the setting of a closed session.
 - 2. AUP update
 - a. All documents have been submitted to the auditor.
 - 3. CIB reimbursement update
 - a. We need to re-draft a check for the equipment from Stryker, and Steve will submit for reimbursement.
 - e. Board Member Updates
 - i. Bret
 - 1. Bret was slapped on the wrist for not getting the deposit and investment report submitted on time to the auditor's office.
 - ii. Woody
 - iii. Stephanie
 - 1. Eric called from the fire extinguisher inspection company. Casey will be on site to provide access.
 - 2. Stephanie received word that new ambulances are currently on a 3 year lead time, so if a new ambulance becomes a priority for us, we need to plan well in advance.
 - iv. Leonard
 - v. Gale
 - 3. Discussion and consideration of invoices for fire responses in July.
 - a. Steve still needs to get response information from Jeff to complete invoices for fire responses in July.
 - b. Steve was asked a question about whether we ought to bill for false alarms. Consensus is that our standard is to not bill for false alarms, unless an issue becomes chronic or happens out of negligence. In these instances, the board will review associated call-outs and determine whether a fee for service is warranted.
 - c. Regarding false alarms or planned service/training in the school district, there is opportunity to ensure correct channels of communication are used and opportunities for collaboration are better optimized.
 - 4. Discussion and consideration of plans for emergency preparedness fair.
 - a. Jeff and Casey will separately purchase "swag"/prevention items for distribution at the booths. Each will plan for ~\$500. We will have vehicles in the parade and on site for the fair.
 - b. Stephanie will get candy for the parade.
 - 5. Correspondence
 - a. Received e-mail regarding an audit for Utah Governments Trust.
 - b. Steve spoke with Utah Governments Trust regarding certification of insurance for our audit and separately to initiate a workers comp claim related to an ankle injury incurred during the fire response on 7/13.
 - c. Casey received an e-mail regarding the Lexipol app we subscribed to for the state mental health program. Casey suggests he will look at alternative options for using the funding because the app is not being used by any employees in the district or the county.
 - 6. Review and approve July 09, 2025 Board Meeting Minutes
 - a. Bret MOTIONS to approve as presented. Stephanie SECONDS. No objections or discussion. Motion PASSES unanimously.
 - 7. Financials
 - a. We need to re-code the transfer from PTIF to Zions because it is wrongly showing as income.
 - b. Casey will work on getting bids for upgrades to our heating system.
 - 8. Expenses/Payroll
 - a. Bret MOTIONS to accept financial reports and expenses. Leonard SECONDS. No objections. Motion PASSES unanimously.
 - b. Casey notes he recieved a request for reimbursement from Gold Cross related to over payment by a few patients.
 - c. Payroll needs to be corrected by Hallows. Steve will follow up with Bret after speaking with Hallows and have the payroll processed. We will ratify this payroll summary at our

next meeting.

- i. Bret MOTIONS to accept payroll with understanding that rates need to be changed before processing. Stephanie SECONDS. No objections. Motion PASSES unanimously.

9. Closed session for Discussion of Items permitted by § 52-4-205 of State Code*.

10. Adjourn - 7:33PM

Flaming Gorge Fire and EMS District Board Meeting

Wednesday, August 13 · 6:00 – 7:00pm

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/woj-cunu-ggn>

Or dial: (US) +1 219-243-2704 PIN: 525 416 677#

More phone numbers: <https://tel.meet/woj-cunu-ggn?pin=5609639274861>

*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