

Flaming Gorge Fire & EMS District Board Minutes  
August 27, 2025, 6:00PM  
Manila Fire Station  
71 West 1st North, Manila, UT 84046

1. Welcome/Introductions
  - a. Stephanie Rose (Board Chair), Gale Lamb, Jeff Gosar, Casey Olsen, Bret Reynolds (Virtual), Woody Bair (Virtual)
2. Updates
  - a. Dutch John Fire - JayDee Guymon
  - b. Fire Warden - Corey Auger
    - i. Assistant Warden Chad Baker called Steve to notify him that the state has moved from stage 2 to stage 1 fire restrictions as of 12:00AM.
  - c. Daggett County Emergency Manager - Leonard Isaacson
  - d. General Manager - Steve Forbes
    - i. Fire Operations Report - Jeff Gosar
      1. Preparations are underway for the upcoming parade and fair. Set up will be similar to last year including collaboration with Dutch John Fire.
    - ii. EMS Operations Report - Casey Olsen
      1. Stryker equipment for the new truck arrived and is in service.
    - iii. Administrative Updates
      1. Steve led an "all staff" meeting last night. Specifically discussed areas staff are interested in seeing investment as we head into budget planning, and we discussed training needs/interests.
      2. Audit survey for Utah Governments Trust
        - a. Steve has requested reports from Hallows for us to submit for the audit.
      3. CIB sent a request for a project update and Steve will respond.
      4. Steve handled a payroll error and it will be reflected in the reports we review at the end of the meeting.
  - e. Board Member Updates
    - i. Bret
      1. Two questions for Steve regarding payroll and due date for the insurance audit were addressed.
    - ii. Woody
      1. No update
    - iii. Stephanie
      1. Spoke with NE counseling who is willing to provide pro-rata counseling service. Casey will review to make sure the state regulation does not require a formal contract.
    - iv. Leonard
    - v. Gale
      1. No updates
3. Discussion and consideration of AUP and financial statement from Aycock, Miles.
  - a. Reviewed audit findings reported by Mike Miles.
  - b. A new financial certification signed by the chair and treasurer is required by the auditor's office since a new financial statement was submitted with the AUP.
  - c. Bret asks whether the audit findings ought to be presented to the county. Consensus is that since the audit findings are publicly available on the auditor's website, then there is no need to make a special presentation to the county.
4. Discussion and consideration of special event/standby terms and conditions.
  - a. Consensus is that the agreement should include both fire and EMS services.
  - b. Bret MOTIONS to table until the next meeting, Stephanie SECONDS. No objections, motion PASSES unanimously.
5. Correspondence
  - a. UASD Convention is November 5-7.
    - i. Bret requests Steve put together a cost summary for presentation at the next

- meeting.
6. Review and approve August 13, 2025 Board Meeting Minutes
    - a. Bret MOTIONS to approve as presented. Gale SECONDS. No objections, motion PASSES unanimously.
  7. Financials
  8. Expenses/Payroll
    - a. Ratification of payroll from July 2025
      - i. Gale MOTIONS to ratify payroll, Stephanie SECONDS. No objections. Motion PASSES unanimously.
      - b. Woody MOTIONS to approve expense report as presented and to transfer \$20,000 from PTIF to Zions. Stephanie SECONDS. No objections. Motion PASSES unanimously.
  9. Closed session for Discussion of Items permitted by § 52-4-205 of State Code\*.
    - a. Woody MOTIONS to go into closed session at the request of the HR Representative to discuss a personnel matter. Gale SECONDS. Roll Call Vote: Lamb (Yes), Rose (Yes), Bair (Yes), Reynolds (Yes). Meeting closed at 6:44PM
    - b. Gale MOTIONS to exit closed session at 7:08PM, Bret SECONDS. Roll Call Vote: Lamb (Yes), Rose (Yes), Bair (Yes), Reynolds (Yes).
  10. Adjourn
    - a. Bret MOTIONS to adjourn, Gale SECONDS. No objections. Motion PASSES unanimously. 7:09PM

Flaming Gorge Fire and EMS District Board Meeting  
Wednesday, August 27 · 6:00 – 7:00pm  
Time zone: America/Denver  
Google Meet joining info  
Video call link: <https://meet.google.com/nry-hmiw-ttg>  
Or dial: (US) +1 413-370-4386 PIN: 956 673 791#  
More phone numbers: <https://tel.meet/nry-hmiw-ttg?pin=2283908122946>

\*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