

Flaming Gorge Fire & EMS District Board Minutes
November 12, 2025, 6:00PM
Manila Fire Station
71 West 1st North, Manila, UT 84046

1. Welcome/Introductions
 - a. Stephanie Rose (Board Chair), Steve Forbes, Casey Olsen, Bret Reynolds, Gale Lamb, Leonard Isaacson, Corey Auger, Woody Bair, Jeff Gosar
2. Updates
 - a. Dutch John Fire - JayDee Guymon
 - i. No updates
 - b. Fire Warden - Corey Auger
 - i. HB 48 public meeting updates
 1. We still don't know the exact fee schedules, but for 2026 and 2027 there will be a flat fee based on square footage.
 2. There is another public meeting with a virtual attendance option tomorrow.
 3. The map is still not up to date, so we still do not know what properties will be "high-risk WUI," but it is based on the structure exposure score (SES).
 4. Property owners have two years to complete assessments and if they do not, then properties will automatically be placed in the highest risk category.
 5. The division is responsible for property assessments, but local agencies can have representatives trained by the state and then they can perform assessments as well.
 - ii. 2026 PC statement update
 1. Total commitment is marginally reduced from 2025, based mainly on the 10 year historical fire cost.
 2. Steve and Jeff will review the action plan for 2026 and Jeff will present it for review at the December meeting.
 - iii. Reminder for Chief to be in touch regarding training needs/schedule in 2026.
 - c. Daggett County Emergency Manager - Leonard Isaacson
 - i. ICS 400 class is going on now. Casey is taking part in it and also took the ICS 300 course a few weeks ago
 - ii. The Hazmat trailer project is progressing.
 - d. General Manager - Steve Forbes
 - i. Fire Operations Report - Jeff Gosar
 1. CWS and NERIS updates
 - a. There is a rescheduled meeting for the NERIS training
 - ii. EMS Operations Report - Casey Olsen
 1. No updates
 - iii. Administrative Updates
 1. Steve has completed education requirements to retest for paramedic certification and will likely test in the next two weeks.
 2. Steve and Bret had a virtual meeting with UBAOG regarding the new "Utah Project Portal". This will be the new platform for project planning, which will be required for all future CIB applications. Our profile is set up, but we still need to work on getting all of our planning/project information updated, including utilizing the new UBAOG CASI form.
 3. UASD Convention updates
 - a. Casey, Bret and Steve attended the convention and had a few takeaways regarding open public meeting requirements, website requirements, Transparent Utah reporting requirements, records retention/data protection act/GRAMA
 - b. State Trust insurance shared that they have a program in which they will send out a representative to do facility walk throughs and provide feedback on an agency's safety program.

- e. Board Member Updates
 - i. Bret
 - 1. Shared update from UASD convention regarding fraud risk mitigation. Specifically related to inventory control. And, shared the insight he learned regarding how organizations can improve through establishing a strong culture and possibly coming up with a mission statement for the district.
 - ii. Woody
 - 1. No updates
 - iii. Stephanie
 - 1. No updates
 - iv. Leonard
 - 1. No updates
 - v. Gale
 - 1. No updates
- 3. Discussion and consideration of Resolution 2025.04 regarding Standby Service Agreement Fee Schedule and associated public hearing.
 - a. Bret MOTIONS to approve Resolution 2025.04 as presented. Woody SECONDS. Roll Call Vote: Woody (YES), Stephanie (YES), Bret (YES), Gale (YES), Leonard (YES). Motion PASSES and resolution adopted unanimously.
- 4. Discussion and consideration of the 2026 proposed budget and associated public hearing.
 - a. Revised expense line item to account for crew nutrition following ambulance transport.
 - b. Revised expense distribution in EMS equipment and EMS consumable supplies categories.
 - c. General discussion of the line item for Dutch John FD payment, whether there is a need to update our agreement with the Town of Dutch John and whether to adjust our line-item budgeted amount to remove the "overage" amount that has historically been included in case of a bill for services rendered.
 - d. Removed \$200 from EMS on-call wages to ensure budgeted revenues match budgeted expenses without any contributions from the fund balance.
 - e. Bret MOTIONS to approve the 2026 budget with revisions as discussed today. Stephanie SECONDS. Roll Call Vote: Stephanie (YES), Bret (YES), Gale (YES), Leonard (YES), Woody (YES).
- 5. Discussion and consideration of plans for the 2025 Holiday Party
 - a. Decided on Tuesday 12/16 for our holiday party.
- 6. Correspondence
 - a. Steve had a meeting with the superintendent for the clinic construction project to discuss our concerns regarding their project impeding egress/ingress to the fire station bays.
- 7. Review and approve October 22, 2025 Board Meeting Minutes
 - a. Bret MOTIONS to approve with minor changes he made to document. Stephanie SECONDS. No objections. Motion PASSES unanimously.
- 8. Financials
 - a. Bret presents budget reconciliation and financial reports including account balances.
 - b. Stephanie MOTIONS to approve the financial report as presented. Woody SECONDS. No objections, motion PASSES unanimously.
- 9. Expenses/Payroll
 - a. Reviewed transaction report.
 - b. Discussed mileage rate for travel reimbursements, Steve will update the district form to \$0.70/mile
 - c. Bret MOTIONS to approve transaction report and payroll, and to transfer \$30,000 from PTIF to Zions to account for upcoming expenditures. Woody SECONDS. No objections. Motion PASSES unanimously.
- 10. Closed session for Discussion of Items permitted by § 52-4-205 of State Code*.
- 11. Adjourn - 7:45PM