

Meeting Minutes: Flaming Gorge Fire and EMS District Board

Date: April 8, 2026, 6:00 PM

Location: Manila Fire Station

1. Welcome / Introductions

- Meeting called to order by Stephanie Rose (Board Chair). In attendance: Woody Bair (Board Member), Leonard Isaacson (Board Member), Gale Lamb (Board Member), Bret Reynolds (Board Member - Virtual), Jeff Gosar (Fire Chief), Joseph Harrison (Asst. Fire Chief), Casey Olsen (EMS Director), Steve Forbes (Manager)

2. Updates

- a. Dutch John Fire (JayDee Guymon): Not present, no report.
- b. Fire Warden (Corey Auger): Provided a written report.
 - Attended the commissioners meeting on March 24th regarding House Bill 48.
 - Led a wildland refresher in Dutch John; plans to reschedule a session for Manila personnel.
 - Shared "lessons learned" from the East U Plaza fire in Uintah County, where a volunteer suffered severe burns.
- **c. Daggett County Emergency Manager (Leonard Isaacson):**
 - Discussed fire restrictions already enacted in Uintah and Duchesne counties. Recommended the board coordinate with the LEPC and EEPC to determine if Daggett County should follow suit.
 - Announced that the new hazmat trailer is now an active asset.
- **d. General Manager (Steve Forbes):**
 - **Operations Updates:**
 - **Fire:** Reported a structure fire (deck/doghouse) and a semi-truck rollover on the mountain.
 - **Hazmat:** The first deployment of the new hazmat trailer occurred during the tanker truck fuel drainage incident.
 - **EMS:** Reported a total of six call-outs over the weekend.
 - **Training:** An inter-agency high-angle rescue training with Search and Rescue is scheduled for the 18th.
 - **Administrative Updates:**
 - Legal counsel confirmed there is no set meeting frequency for the Local Building Authority (LBA) unless there is active business.
 - The LBA board structure will be amended to match the District Board.
 - LBA assets will be consolidated under the District's reporting with a footnote in financial reports.
 - Finished filing out paper work for the Trust account
 - Bret and Steve will be attending auditor training on on April 13, 2016
- **e. Board Member Updates:**
 - **Leonard:** Suggests establishing a policy for employee use of personal vehicles during response to emergency incidents.

- **Bret:** Reported that a permanent user code is now established for all electronic meetings, and that he renewed the LBA entity registration with the Lt. Governor's Office.
- **Woody:** Noted the need for a standing agenda item for "Calendar Review" to track training and regional meetings.

3. Discussion and Consideration of Possible Truck Radios

- The board discussed obtaining radios available from Emergency Management/Daggett County.
 - Woody MOTIONS to accept offer and pay to have the radios installed, Leonard SECONDS. No objections. Motion PASSES unanimously.

4. Discussion and Consideration of Budget Review and Q1 Financial Position

- Steve Forbes and Bret Reynolds discussed budget reconciliation and financial position at the end of quarter 1, 2026. There will likely be a need to re-open the budget later in the year, but we ought to wait until information on a new EMS grant becomes available.
- Woody MOTIONS to accept financial reports and budget reconciliation. Gale SECONDS. No objections. Motion PASSES unanimously.

5. Correspondence

- Official founding documents for the LBA were received and will be stored in the file cabinet until the time comes to move them to state archives.

6. Review and Approve March 25, 2026 Board Meeting Minutes

- Gale MOTIONS to approve minutes as presented. Woody SECONDS. No objections. Motion PASSES unanimously.

7. Financial Report

- The board discussed adding credit cards for Joseph and a dedicated "fire fleet" fuel card.
 - **Action:** This was agendaized for the next meeting to include a report on current card limits.
 - **Policy Note:** New procedures will require receipts to include unit numbers, odometer readings, and the operator's name.

8. Payroll

- Bret MOTIONS to approve payroll in the amount of **\$19,635.22**. Stephanie SECONDS. No objections. Motion PASSES unanimously.

9. Expenses

- Board reviewed general expenses. Woody MOTIONS to approve expenditure report. Leonard SECONDS. No objections. Motion PASSES unanimously.

10. Closed Session

- Not needed

11. Adjourn

- **Adjourned at 7:24pm**