



Special Board of Directors' Meeting
Tuesday, February 9, 2021
Meeting Location: Remote Video Conferencing

6:00 p.m.

AGENDA

To attend the meeting, please join via ZOOM Meeting

<https://us02web.zoom.us/j/81746678812>

Meeting ID: 817 4667 8812

Passcode: 692078

Call In # 1 253-215-8782 (Tacoma)

- 1. CALL TO ORDER PER ORS 192.610 to 192.690**
 - a. ORS 192.650- The meeting is being recorded
- 2. FLAG SALUTE**
- 3. ROLL CALL:** Matthew Silva, John McAdoo, Ken Oliver, Ed Thoreson
- 4. CHANGES TO THE AGENDA**
- 5. EXECUTIVE SESSION**

ORS 192.610 (2) (f) To consider information or records that are exempt by law from public inspection.
- 6. OPEN SESSION BUSINESS ITEMS**
 - B-1 Provide Direction to Interim Fire Chief with Regard to Executive Session Discussion**
 - B-2 Fire Chief Job Description and Recruitment Process**

Background: We have a need to start the process for the recruitment and selection of a Fire Chief. A DRAFT job description with salary has been distributed for review, comment and consideration. We also need to decide on how to conduct the recruitment and selection: in-house, SDAO, or other??

Action Requested: Introductory only- comment on DRAFTS and provide initial direction to Interim Fire Chief

B-3 Division Chief Job Description and Recruitment Process

Background: We have a need to start the process for the recruitment and selection of an Operations Chief. A DRAFT job description has been submitted for review, comment and consideration.

Action Requested: Introductory only- comments on the DRAFTS and provide initial direction to the Interim Fire Chief.

7. BOARD INFORMATIONAL UPDATES/COMMENTS

8. STAFF COMMENTS

9. NEXT MEETING DATE:

The next Board of Directors' meeting is Thursday, February 18, 2021 at 7:00 p.m. via remote video conferencing

10. ADJOURN



Special Board of Directors' Meeting

Monday, February 9, 2021

Meeting Location: Remote Video Conferencing

6:00 p.m.

MINUTES

1. **CALL TO ORDER PER ORS 192.610 to 192.690 – at 6:02 p.m.**
 - a. ORS 192.650- The meeting is being recorded.

2. **INVOCATION –**

3. **FLAG SALUTE –**

4. **ROLL CALL:**

Matthew Silva – Present

John McAdoo – Present

Ken Oliver – Present

Ed Thoreson. – Present

Others in attendance –

Interim Fire Chief Steve Abel

5. **CHANGES TO THE AGENDA –**

5.5 Adopt DRAFT ORG Chart

President Silva made a motion and Director Thoreson seconded to adopt DRAFT ORG Chart

The motion passed unanimously

5.6 Recruitment Process – recommended by Transition Committee to complete in-house discussion

Consensus – Have Chief complete in-house discussion researching fire prevention plan
Review in-house have experienced volunteers willing to assist.

5.7 Bresco Plaque up to \$200 (Silva to purchase)

Director Oliver made a motion and Director McAdoo seconded to pay for plaque for Director Bresco up to \$200

The motion passed unanimously

6. EXECUTIVE SESSION –

ORS 192.610(2)(f) To consider information or records that are exempt by law from public inspection.

7. OPEN SESSION BUSINESS ITEMS –

B-1 Provide Direction to Interim Fire Chief with Regard to Executive Session Discussion

B-2 Fire Chief Job Description and Recruitment Process

Background: We have a need to start the process for the recruitment and selection of a Fire Chief. A DRAFT job description with salary has been distributed for review, comment and consideration. We also need to decide on how to conduct the recruitment and selection: in-house, SDAO, or other ??

Action Requested: Introductory only – comment on DRAFTS and provide initial direction to Interim Fire Chief.

Fire Chief job description – Abel proposed time line and job description
Discussion

President Silva made a motion and Director Thoreson seconded to adopt job description for Fire Chief position

Amended to include salary and pay range

President Silva made a motion and Director Thoreson seconded to adopt with salary and pay range

The motion passed unanimously

B-3 Division Chief Job Description and Recruitment Process

Background: We have a need to start the process for the recruitment and selection of an Operations Chief. A DRAFT job description has been submitted for review, comment and consideration.

Action Requested: Introductory only – comments on the DRAFTS and provide initial direction to the Interim Fire Chief.

President Silva made a motion and Director Thoreson seconded adopt recruitment process for a Division Chief with salary and pay range.

The motion passed unanimously

President Silva made a motion and Director McAdoo seconded adopt hiring timeline

The motion passed unanimously

8. BOARD INFORMATION UPDATES/COMMENTS

9. STAFF COMMENTS/UPDATES -

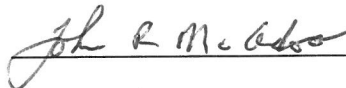
10. NEXT MEETING DATE:

The next regular Board of Directors' meeting is Thursday, February 18, 2021 at 7:00 p.m. via remote video conferencing.

11. ADJOURN



Matthew Silva, President



John McAdoo, Treasurer

