

Mosier Fire District Board Meeting
Mosier Fire Hall on Washington St.

DATE: July 9, 2015
7:00 p.m.

BOARD: Glenn Bartholomew, Joe Sacamano, Phil Evans, Mac Jervey
Absent: Excused: Joanne Rubin, Darin Molesworth
STAFF: Fire Chief Jim Appleton, Recorder Tracie Hornung
Public: Susan Gabay

CALL TO ORDER – Meeting was called to order by Board Secretary Bartholomew at 7:19 p.m.

ADDITIONS OR CORRECTIONS – Added to the Board packet were a list of bills paid and a Profit & Loss Budget vs. Actual report for the past fiscal year. Appleton and Hornung informed the Board that Hornung won't be able attend in person Board meetings that occur in the fall and winter. Technological solutions to recording the meeting from a distance will be researched by the next meeting.

BUSINESS FROM THE AUDIENCE – None.

OATH OF OFFICE FOR 4 BOARD MEMBERS – Joe Sacamano, Phil Evans and Mac Jervey were sworn in as Board members. Board member Bartholomew officially stepped down and Phil Evans led the meeting. The Board and staff thanked Bartholomew for his service on the Board.

CONSENT AGENDA

1. Approval of Minutes
2. Review/Approve Bills

Evans made a motion to approve the Consent Agenda. Board Member Jervey seconded. The motion passed unanimously.

BUSINESS

1. Volunteer Reports

The Chief said more volunteers are really needed. He said that anyone can refer someone to him.

2. Committee Reports

Evans, a member of the Fire Station Committee, distributed a brief report on its first meeting which was in June. A discussion followed.

3. Update on Board letter to member of the public

A draft of a letter to Richard Morgan, who had complaints about the Fire Chief, was discussed. After agreement that a phrase would be removed,

Jervey made a motion to approve the letter; Sacamano seconded. Discussion followed and Jervey agreed to withdraw his motion.

After further discussion regarding other minor changes to the letter,

Evans made a motion to approve the letter as amended; Sacamano seconded. Motion passed unanimously.

Hornung agreed to make the changes to the draft and forward it to Board President Molesworth for his signature.

4. Policy/Procedures Review:

- a) Proposed evaluation procedure and document re: Chief's annual performance review
- b) Discussion of possible drug-testing policy
- c) Orienting new board members and conflict of interest policies

a) Evans, a member of the Chief's Evaluation Subcommittee along with Susan Gabay and Board Member Rubin, distributed copies of a draft form for people to fill in to help the Board conduct an annual evaluation of the Chief. Evans said the goal in future years was to start the evaluation process in March and conclude by May. Gabay suggested the Chief might want to list his own accomplishments and goals. A discussion followed on who should receive the form and how it should be distributed and returned.

Sacamano made a motion to approve the draft evaluation form. Jervey seconded. Motion passed unanimously.

b) The discussion of possible drug-testing policy was tabled until the August meeting.

c) Jervey made a motion to approve the draft policies on Orienting New Board Members and Conflict of Interest as compiled by the Policy Advisory Committee. Evans seconded. Motion passed unanimously.

5. Chief's Monthly Summary

The Chief walked the Board through the summary. He praised the volunteers who responded so quickly and professionally to a recent EMT call.

The Chief said he would email the Board about scheduling a tour of Mosier Fire District facilities and equipment.

Sacamano suggested the Board consider ways to bring positive attention to the Fire District in order to recruit more volunteers.

Correspondence: Hornung informed the Board of statewide board trainings offered by Special Districts this summer.

Meeting adjourned at 9:00 p.m.

Approved this ____ day of _____, 2015

Attest:

Board President Darin Molesworth

Tracie Hornung, Recorder