

WILLIAMS RURAL FIRE PROTECTION DISTRICT

Special Board Meeting Minutes

March 18th, 2022

Called to Order at 17:00pm

Roll Call:

Board Members Present

Position 1 – Heather Glass
Position 2- David Applegate
Position 3 – Claudia Pratt
Position 4 – Bill Ertel
Position 5 – Brian Barton

Community Member Present

Wendy Giordano
Amber Guient

We brought in Wendy Giordano for interview

Board member Heather asked if she would be available during work hours. Wendy said yes, as long as she had ample time to ask for time off from work.

Wendy spoke of her accounting background and worked with Evergreen bank and City of Grants pass for budgeting, building planning, and engineering. She worked on all the capital projects and budget committee and council. Managed the budgets and had to analyze and report on the budgets. 8 years of experience. Worked with greyback forestry and helped with fire reduction. Worked with Lane Johnson. Worked with ODF. Operating budgets for 21 parks and the Caveman pool planning. Preparing budgets and presented budgets. Took position with Three Rivers School in July. Lived in Williams for 19 years. Works as a communications coordinator for Three Rivers School district. Board Member Claudia asked if Wendy is overloaded currently and if she can handle the position. She feels she is ready for the challenge and has a good work life balance.

We brought in Amber Guient for interview.

Board member Claudia asked for her to talk about herself. Amber said she runs a business and has for the last 16 years. She manages budget and payroll. Did lots of grant writing for children's educations and grants for the bike path. Extracurricular activities for elementary and preschool. Works as Williams branch librarian. People are really excited for the new library. Board member Heather asked candidly if she wanted to be on the committee if we have another person. She said if the other person is really interested, we should go that way. We did indicate she can still be involved if she would like. She could come to the meetings and give input with the budget without being on the committee. Amber is grateful for the fire department. She had a fire in 2005 and basically had to put it out herself. We talked

about how we now have three SUV's with medical, which gives greater access to people who may need medical along with our fire engines.

*****Closed special board meeting for Executive Session per ORS 192.660(2)(b) Special board meeting closed at: 11:33am for executive session*****

*****Reconvene Special Board Meeting Special Board Meeting Reconvened at 1:01*****

Claudia is asking for a motion for the two budget members. Brian said both are appropriate and qualified for the position.

Motion to appoint budget committee position

- A motion to appoint Wendy Giordano to the open budget committee position was made by Board member Brian Barton. The motion was seconded by Board member David Applegate. The motion passed with four Ayes. Board member Bill Ertel did not vote as she is a family member.

Motion to appoint budget committee position

- A motion to appoint Amber Guient to the open budget committee position was made by Board member Claudia Pratt. The motion was not seconded and died.

Motion to increase salary for the Fire Chief position

- A motion to increase Chief Rick Vetter's salary by \$2500 per year and to give a \$2500 dollar bonus, along with agreeing to put a truck into the budget for the fire station to get a utility type truck was made by Board member Heather Glass and seconded by Board Member David Applegate. It was passed unanimously with all Ayes.

Motion to increase salary for Deputy Clerk position

- A motion was made to increase Deputy Clerk Jenny Vetter's salary to \$35,000. Per year and to 35 hours per week by Board Member Heather Glass and Seconded by Board member David Applegate. The motion passed with all Ayes.

*****The special board meeting was adjourned at 13:14pm for a break.*****

*****The special board meeting was reconvened at 13:20pm.*****

Chief Rick Vetter came into attendance to hear about his review. Board Member Heather Glass went over the key points of the review, noting we received feedback from the employees, volunteers, and board members. highlighting all the accomplishments the chief did this year. Chief Vetter has good job knowledge, very reliable, and has sound judgement. It was noted he has improved his directing at fire scenes over time and has good skill in this area. The only item Chief needs to work on is his planning and organization skills. We suggested a to do list everyday and to use it and check things off. The other thing to work on is knowing when the deputy clerk is working on something that needs focus so she can complete the tasks she might be working on. If people come to visit take them to the lounge area. Board member Bill Ertel mentioned how having a resident chief is important and how we appreciate the Chief for this. He also mentioned he was impressed the Chief had the courage to come forward on something that was sensitive and might have been hard to bring up. The Chief thanked the board.

The special board meeting was again adjourned at 13:37pm

Respectfully,

Claudia Pratt, Board Chairperson