Williams Rural Fire Protection District

Board Meeting

# Agenda for November 28th, 2018

1. Call to order and Pledge of Allegiance
2. Roll call of members by the Secretary
3. Announcements and agenda review
4. Public input – two minutes per person are allowed under the rules
5. Approval of Board Meeting Minutes for October 24th, 2018
6. Station Renovation & ARCO Project Progress Update
   1. Invoice Reconciliation
   2. Projects Completed
   3. List of Projects to Finish
   4. Other
7. Clerk Treasurer Reports
   1. Expense approval/documentation
   2. Review reports
8. Annual Review/Audit Presentation by R.W. Brewster
9. Assistant Fire Chief’s Report
10. Other Reports:
    1. Support Group
       1. Christmas Dinner
11. Unfinished Business:
    1. Building Remodel Update
       1. Office Equipment
       2. Outside Projects
          1. Storage House
          2. Painting – Review Bids
          3. Parking Lot – On Hold
          4. Back Stairs – On Hold
          5. ADA Compliant Entrance
    2. Recruitment and Retention
       1. Personnel Update and Roster
          1. Recruitment Budget
       2. Advertisement of Openings – SDOA Update
    3. Update on Mobile Home Site – 2019 Project
       1. Site selection other than old site
       2. Foundation Preparation
       3. Electrical
       4. Plumbing and Sewer
       5. Movement
    4. Policy and Procedures Manual
       1. Review Chief Duties
       2. Pending-Update – Recommendations, contract – 2019 Project
    5. Board Member Compensation
    6. Vehicle status – Staff car
       1. New Holland tractor has been moved to station - exercise
    7. ORW Contract
    8. Appointment of Acting/Interim Fire Chief
       1. Discuss salary, scope, duties, policy
12. Schedule Election of 2019-2020 Board Officers
13. Correspondence:
    1. Board Chairman
    2. Secretary
    3. Fire Chief
14. New Business:
    1. Personnel Bonuses for volunteers
    2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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15. Announcement of next regular meeting of the Board:

Wednesday November 28th, 2018 at the Williams Rural Fire Protection District station at 6:30 p.m.

1. Executive Session concerning personnel administration. The executive session will be pursuant to ORS 192.660(2)(b).
2. Motion to adjourn

Posted on November 26th, 2018 in accordance with ORS 192.640 and WRFPD Policies and Procedures Manual chapter 4.1, paragraph B and H.

Bill Ertel, Chairman, Williams Rural Fire Protection District Board of Directors