

WILLIAMS RURAL FIRE PROTECTION DISTRICT BOARD MEETING

Place and Time: District Headquarters, 211 E. Fork Road, Williams OR, at 6:00 PM

Agenda for Monday, October 4th, 2021

1. Call to Order, Pledge, and Roll Call of Members
2. Announcements
3. Agenda Review
4. Public Input – two minutes per person allowed under the rules
5. Approval of Prior Board Meeting Minutes – previously distributed electronically
6. Fire Chief's Report
 - Radio Spot
 - Safer Grant Progress
 - Recruitment and Retention
 - Training Report
 - Coffee with the Chief
 - Open House
7. Other Reports
 - Chair
 - Support Group
 - Safety Committee
8. Unfinished Business
 - Update Policies and Procedures Manual (Presented by Board Chair Member Claudia Pratt)
 - a. Chapter 3 **TABLED**
 - Employee Handbook
 - a. Reviewed by SDAO and received updates to implement
 - b. Employee Contracts (per Board Member Bill Ertel)
 - Creek Pump Update
 - a. School's Response
 - b. Updates
 - Ballot Measure 17-104
 - Kuntz Workers Compensation Claim
 - a. Update
9. New Business
 - Internal Controls Review (previously distributed via email for updates)
 - Open House – Saturday October 9, 2021 1pm-4pm
 - Trunk or Treat, Sunday, October 31 (Halloween Event)
 - Lexipol
 - a. Writing/Completing the Policy and Procedure Book with updates
 - b. Year to year contract
 - Speaking Time
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10. Clerk Treasurers Report – Financial Reports and Invoices

- Board Approval of Expenditures

11. Announcement of the next regular scheduled board meeting – November 1, 2021 at 6:00pm

12. Motion to adjourn

Posted: October 2, 2021 in accordance with ORS 192.640 and WRFPD Policy and Procedures Manual chapter 41, paragraph B and H.

Claudia Pratt, Board Chair, Williams Rural Fire Protection District Board of Directors

- ❖ Employment of Personnel - ORS 192.660(2)(a). To consider the employment of a public officer, employee, staff member or individual agent.
- ❖ Discipline of Public Officers and Employees - ORS 192.660(2)(b). To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
- ❖ Consultation with Labor Negotiator – ORS 192.660(2)(d). To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- ❖ Real Property Transactions - ORS 192.660(2)(e). To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- ❖ Exempt Records - ORS 192.660(2)(f). To consider information or records that are exempt by law from public inspection.
- ❖ Trade or Commerce - ORS 192.660(2)(g). To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- ❖ Litigation/Consultation with Legal Counsel - ORS 192.660(2)(h). To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- ❖ Performance Evaluations - ORS 192.660(2)(i). To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- ❖ Labor Negotiations - ORS 192.660(3). Labor negotiations shall be conducted in open meetings unless both sides of the negotiators request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.
- ❖ Media Attendance – ORS 192.660(4). Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations but the governing body may require that specified information be undisclosed.