

APPLEGATE VALLEY RFPD #9

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

March 6, 2023

Training Building, 1095 Upper Applegate Rd., Jacksonville, OR 97530
and Conference Call



1.0 CALL TO ORDER

Board Meeting called to order by Rob Underwood.
TIME: 4:11 PM

2.0 ROLL CALL

PRESENT: President Rob Underwood, Vice President Doug Stewart, Secretary/Treasurer Gary DeSimone, Director Jeff Hoxsey,

ABSENT:
Director Craig Hamm

OTHER STAFF & INVITED SPEAKERS: Chris Wolfard (*Interim Fire Chief*), Tallie Jackson (*Office Manager*), Cody Goodnough (*Interim Operations Chief*), McKenzie Turnbull (*Maint. Supervisor*)

3.0 NEW BUSINESS

Fire Chief Policy/Position Description- Changes, updates, modifications needed

The Board reviewed the proposed changes that Rob Underwood presented to the Fire Chief's job description. The changes discussed will be proposed at the next board meeting for a first reading.

Information provided by SDAO for hiring process/testing

Rob Underwood presented the checklist and contract provided by SDAO for their service to assist with the hiring process. The job description will need to be adopted before the posting can go out. The Board will also have to establish a wage range.

→ **MOTION:** Rob Underwood moved to sign the agreement with SDAO to assist in the hiring process up to \$5000. Jeff Hoxsey seconded the motion.

Motion carries as follows.

AYES Underwood, Stewart, DeSimone, Hoxsey

NAYS

Internal Candidate Application Process for the Fire Chief Position.

Will address at a future meeting.

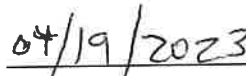
11.0 ADJOURNMENT

Rob Underwood adjourned the meeting at 5:30 pm.

The next scheduled Board meeting will be held Wednesday, March 21, 2023 @ 4 pm. Training Building
1095 Upper Applegate Rd.

Minutes Submitted by Tallie Jackson
Office Manager
Approved By:


Board Secretary/Treasurer


Date