

# INDIAN HILLS FIRE PROTECTION DISTRICT

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## SPECIAL BOARD MEETING MINUTES

Monday October 7<sup>th</sup>, 2019

*The Minutes are intended to reflect the discussions that occurred and decisions that were made by the members; they are not intended to be a transcription of the meeting.*

### **ATTENDEES:**

***Fire Protection District Board Members:*** Scott Kellar — President, Marc Rosenberg - Treasurer, Kelley Lehman, Chris Vigil, Paul Pettit – Secretary

***Fire Department Members:*** None

***Non-Members:*** None

***Community Members:*** None

**MEETING CALLED TO ORDER AT:** 18:41 Hrs.

**INTRODUCTIONS:** President Kellar waived the call for introductions around the table.

**PUBLIC COMMENTS:** None.

**OLD BUSINESS:** None.

### **NEW BUSINESS:**

#### ***Fire Chief Vacancy***

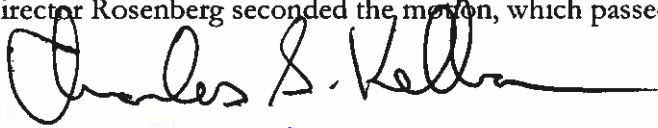
Based upon Chief Carson's notification to the Board of his desire to retire on/around 31 December 2019, the Board of Directors met to review the current Fire Chief position description, to discuss/review the process for moving forward with hiring a replacement and how to manage the transition period. President Kellar provided the Board a copy of the *Fire Chief Search Process* memorandum that Lyons Gaddis legal team had emailed to him. The Board reviewed the processes and requirements outlined in the memo to ensure that Sunshine Law requirements will be met. The meeting then transitioned to potential options for filling the upcoming vacancy. Discussion included varying options and ideas including maintaining the current paid chief model, going back to a volunteer chief model, implementing a part time chief with emergency medical technician support and an option

that might include stipends for offices who perform that needed admin functions. After lengthy discussion and good brainstorming, the general consensus was to pursue a paid chief for the position. The Board also reviewed and updated requirements for the position and is generally agreed that firefighter 1 certification, Wildland Fire/Red Card certification and paramedic certification would be requirements for interested applicants. These requirements will be updated within the Fire Chief vacancy announcement. President Kellar volunteered to take the meetings feedback and update the Fire Chief job description and Fire Chief Vacancy announcement and then provide those documents to Board members for their review prior to our next regular Board meeting.

**ADJOURNED AT:** 19:55

There being no more business to discuss, Director Pettit made a *motion* to adjourn the meeting. Director Rosenberg seconded the *motion*, which passed unanimously.

President:



Secretary:



**MOTIONS MADE AND PASSED:**

- To adjourn the meeting. *Motion made by Paul Pettit; seconded by Marc Rosenberg; motion passed unanimously.*