



SOUTH LANE COUNTY FIRE & RESCUE
*"Making a positive difference in the community
Through service to others"*

February 20, 2020

6:31 p.m.

After due and legal notice, the Work Session Meeting was called to order by Board President Joel Higdon at 6:31 pm at the Creswell City Hall Located at 13 South 1st Street Creswell, OR 97426

PRESENT: Joel Higdon, Jennifer Radcliffe, Cheryl Shannon, Tom Munroe and Dan Duffy

OTHERS PRESENT: Leesa Martindale, Linda Adler, Chief Raade, and Chief Baird.

Board Policy Review: Chief Wooten went over the below Board Policies with the Board and explained the changes and answered any questions the Board had.

- **Board Action:** Remove Section N-Job Descriptions listed below from the Board Policy Manual and Direct the Fire Chief to place them in the Districts SOG Manual.
 - J-6 Fire Admin Assistant
 - J-7 Duty Officer
 - J-8 Captain-Revised
 - J-9 Engineer-Paramedic
 - J-10 Administrative Assistant 1
 - J-11 Administrative Assistant II
 - J-12 Engineer
 - J-13 Division Chief Revised
 - J-14 Firefighter-Paramedic
- **Board Policy Revision**
 - A-15 Capitalization Policy for Fixed Assets
 - A-11 Purchasing
 - A-10 Fire Chief Hiring Process
 - C-1 Communications
 - C-2 Information Technology
 - J-1 Fire Chief (Re-Numbered to J-2)
- **Board Policy for Reaffirmation**
 - A-12 Public Records Access Policy
 - A-17 Ethics Policy
- **Final Reading**
 - B-3 Fire Chief Evaluation Form

Work Session Adjourned at 7:08 pm