



Duty • Honor • Community

# HOODLAND FIRE DISTRICT #74

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## **BOARD OF DIRECTORS MEETING AGENDA**

**APRIL 12, 2022**

**7:00 PM**

To join via Zoom Meeting

<https://us06web.zoom.us/j/82467070680>

Meeting ID: 824 6707 0680

Call In #: +1 253 215 8782 US (Tacoma)

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) PERSONS TO BE HEARD
- 5) APPROVAL OF MINUTES
  - A. Board Meeting Minutes March 8, 2022
  - B. Work Session Meeting Minutes March 12, 2022
  - C. Special Board Meeting Minutes March 12, 2022
  - D. Special Board Meeting Minutes March 24, 2022
- 6) COMMUNICATIONS
- 7) REPORTS
  - A. Chiefs Report: Fire Chief Price
  - B. Staff Report: DC Henrichs
  - C. Staff Report: DC Kline
  - D. SDAO Assessment Report
- 8) FINANCE [Financial Manager Carol Norgard]
- 9) UNFINISHED BUSINESS
- 10) NEW BUSINESS
  - A. Second Reading of Policy #526: Pay Administration  
Background: New policy to communicate pay practices and equity commitment to the employees of the Hoodland Fire District.  
Action Requested: Discussion and approval.

- B. Second Reading of Policy #528: Sick Leave  
Background: New policy to ensure the Hoodland Fire District provides paid sick leave to all employees in accordance with state law.  
Action Requested: Discussion and approval.
- C. Second Reading of Policy #529 Holidays  
Background: New policy to establish holidays that Hoodland Fire District observes.  
Action Requested: Discussion and approval.
- D. MSA SCBA  
Background: Hoodland Fire Received a grant to cover most of the cost of replacing our SCBAs. MSA is the preferred brand that was selected since it is commonly used by other agencies in our region. LN Curtis is a sole-source provider of this brand of SCBA.  
Action Requested: Discussion and approval.
- E. VOIP Phone System  
Background: Hoodland Fire collected several quotes from vendors to upgrade the current outdated phone system.  
Action Requested: Discussion and approval.
- F. Public Meeting Space Policy  
Background: Hoodland Fire doesn't have a Public Meeting Space Policy. A draft policy was presented to the Board, there were some concerns regarding fees and safety concerns with our current facility layout.  
Action Requested: Discussion and approval.
- G. First Reading of changes to Policy #903 Paid Division Chief/Fire Marshal Job Description  
Background: The wording in this policy needs to be changed from Battalion Chief to Division Chief and an update to the hours in the work week.  
Action Requested: Discussion and approval.
- H. First Reading of changes to Policy #921 Paid Division Chief [Operations & Training] Job Description  
Background: Update to the hours in the work week.  
Action Requested: Discussion and approval.
- I. Surplus

11) MOTION TO PAY BILLS

- 12) BOARD MEMBER COMMENTS
- 13) EXECUTIVE SESSION under ORS 192.660 2 (d) Conferring with persons designated by the Board to handle labor negotiations.
- 14) OTHER NEW BUSINESS
  - A. Upcoming Board Action Items in May 2022
    - Budget Documents Distribution May 10, 2022
    - Board Meeting May 10, 2022 at 7 PM
    - Fire Chief Evaluation (forms distributed) May 10, 2022 at 7 PM
    - 1st Budget Committee Meeting May 17, 2022 at 7 PM
    - 2nd Budget Committee Meeting May 24, 2022 at 7 PM
- 15) ADJOURNMENT