

MEETING MINUTES

Revised

Pioneer Fire Protection District Special Board Meeting Friday, November 3, 2017 – 2:00 PM 7061 Mount Aukum Rd, Station 38, Somerset, CA 95684

Welcome to the Pioneer Fire Protection District Board Meeting. The Chairman of the Board of Directors will invite your comments regarding any item listed on our open session agenda. The Chairman may request that comments be limited to three (3) minutes for any item NOT listed on the agenda. The Brown Act prohibits the Fire Board from taking any action not listed on the agenda.

1.0 CALL TO ORDER

Roll Call

Present: Tran, Dayton, Pratt, Polinsky
Absent: Wood

Salute to Flag

Adoption of Agenda

Motion to adopt agenda
(M/S) Polinsky/Dayton
Passed 4-0

2.0 NEW BUSINESS

2.12.1 Report from Board Committee on announcement for Fire Chief Discussion and action

Pratt – Should salary be listed on the announcement? Suggested to go without salary. Could ask them to submit salary requirements with application.

Job announcement/Job Description –

- Residency how far can they live outside the district e.g. 10, 20 30 minutes.
- Willing to reside within district boundaries within 6 months of hire.
- Six month probation if they make probation they must move to the district
- Part time position final contract to be determined in 6 months
- Take out residency requirement and discuss during negotiations
- We need to tell them up front the expectations of residency
- Listed under desired qualifications
- Chief should be part of the community
- Purpose of job announcement is a marketing recruiting piece
- Fine tuned the job description
- The job announcement and description will be separate documents
- If the job description is going to be changed the applicants should be referred to the full job description
- Remove State Fire Marshall requirements not required
- Minimum 10 years experience under desired qualifications
- Add lives within district under desired qualifications

Supplemental Questionnaire –

1. Have the applicants answer questions in writing and submit with the application
2. Add question what would you do to mitigate long response time. That's more of a discussion question.
3. Volunteer program can be done as well as volunteers in other areas of the department
4. The 4 questions are adequate just the beginning 4 questions
5. There will be a another group of questions that will be asked during interviews
6. The whole board cannot interview the candidates as that would be a quorum
7. The Chief needs to be able to get along with the crew
8. Add a question about recruiting experience
9. Add or equivalent job experience in place of degree

Pratt - We have a list of changes that we want to make

Job Description

1. Desired Qualifications change 8 to 10 second page
2. Next to last sentence remove Fire Marshal reference
3. Remove Fire Marshall from last sentence
4. Add lives within the district

Job Announcement

1. Remove Money
2. Remove stress say Welcome you will love the community....

Pratt – Dan has had conversations with other departments about coverage. I know several board members in El Dorado County would it be appropriate for the board to have conversations board to board.

Dayton- We may want to contact Camino since they provide battalion chief coverage

Pratt – We need to discuss as a board and set parameters around who on the board can discuss and what they can talk about.

Pratt – agendize for the next meeting

Nelson Tran – Yes we should actually not be discussing as it is not on the agenda

Pratt - There are 2 sites we will post the job on. There are sites that were not used last time. There were other entities that are using the same process.

Dayton - if Fire Hire is not one of the sites it needs to be added.

Pratt – In conversations with Clive he may know someone who is interested.

Post for 30 days contact applicants so we don't lose them in the process

Closing date will be December 1st.

Pratt – Job announcement will be posted on Monday or Tuesday

Motion to approve what we got done

(M/S) Dayton/Nelson Tran

Passed 4-0

3.0 ADJOURN MEETING

Motion to adjourn

(M/S) Dayton/Nelson Tran

Passed 4-0

Board Signature

Note: All Board meetings are recorded. The agenda is available on the District's web site (www.pioneerfire.org) and the full agenda packet may be viewed at the District's main office, Station 38, 7061 Mount Aukum Road, Somerset between 9AM and 1PM. Station 38 has disabled access and facilities.