

SW Polk Fire District

Workshop Meeting Minutes – January 26, 2023 – 15455 Salt Creek Rd. Dallas, OR 97338

Board Members Present	Board Members Absent
SW Polk Fire District Frank Pender Rod Watson Keith Moore Bob Davis (V)	Tom Gilson
	Administration Present
	Fred Hertel Scott Magers Christine Talley

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
Call to Order		President Rod Watson opens the meeting at 6:03 pm. SW Polk Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comment per the posted agenda. Pledge of Allegiance is recited.
Roll Call		Christine Talley calls roll as delineated above.
Volunteer Handbook	Discussion	<p>The board, along with Volunteer Assistant Chief Jake Rosenbalm and Association President Lionel Schmidt, review the suggested changes to the proposed volunteer handbook.</p> <p>Schmidt expresses concern of the clerical errors in the document.</p> <p>Rosenbalm addresses concerns that volunteers are not trained to deal with Sexual Harassment, stating he has training with his job at the State. Discussion of training.</p> <p>Rosenbalm expresses that the by-laws should not be part of the handbook because the association needs to be able to make changes. Discussion of the authority of the district over the volunteer association. Hertel states that the association cannot make changes to the by-laws without approval of the board of directors. Watson asks for clarification of the association’s purpose. Hertel points to Article I Section I of the volunteer by-laws.</p> <p>Discussion of delegating authority of policy to the Deputy Chief in the volunteer handbook. Chief Magers explains that volunteers are not legally bound employees to the district and that he has a legal obligation to uphold district policy. Moore emphasizes that the delegation to Chief Magers was not placed in the document to upset anyone, but because it is legally required.</p> <p>Discussion of leave of absence. Moore asks if there is a monthly cost to the district for having volunteers. Hertel says yes. Discussion of worker’s compensation.</p> <p>Rosenbalm expresses concern that Fire Corps was placed under the Community Services Officer. Moore asks if Fire Corps could be placed</p>

		<p>under the association. Hertel states it could, but it has yet to be determined. Rosenbalm states he believes Fire Corps should be a separate document, as well as the work plan, because they are working documents. Hertel states they can put language that says it is an example.</p> <p>Watson asks for final comments. Rosenbalm states that they'd like to have the document cleaned up. Watsons asks the document be proofread and copies provided before the next meeting.</p>
Director Comments	Discussion	None
Meeting Adjournment		Meeting adjourned at 8:11 pm

Upcoming meetings/events:

- Feb. 9th Regular Meeting

Board packet and handouts included:

- Volunteer Handbook