

Sheridan Fire District - SW Polk Fire District
 Joint Board Meeting Minutes – June 22, 2021, 6:00pm – 15455 Salt Creek Rd. Dallas OR, 97338*

*Meeting was held virtually via RingCentral Meetings.

Board Members Present		Board Members Absent
<u>Sheridan Fire District</u> Tammy Heidt Carol Harlan Scot Breeden Parrish Van Wert	<u>SW Polk Fire District</u> Keith Moore Frank Pender Bob Davis Bruce Sigloh	Brice Ingram Rod Watson
		Administration Present
		Fred Hertel Christine Talley Jason Crowe Sean Hoxie

(V) – Virtual attendance (ARC) – Arrived after roll call

GENERAL BUSINESS		
Call to Order		Vice President Frank Pender, Southwest Polk Fire District, opened the meeting at 6:00 pm. Each agency has a quorum of directors, which allows deliberation, decision making and will take public comment per the posted agenda. No pledge of allegiance was recited due to lack of a flag.
Roll call		Chief Hertel calls roll call as delineated above.
Additions or Corrections to the Agenda		Heidt adds discussing employing agencies for staff.
Sheridan Budget Hearing	Discussion/Action	Heidt asks for public comment. Harry Cooley says thank you for supplying documentation. Heidt asks for board adjustments. There are none. Motion: Van Wert Second: Heidt <i>I move to accept resolution number 2020-21-18 as presented.</i> Motion passes unanimously
SW Polk Budget Hearing	Discussion/Action	Pender asks for public comment. There is none. Pender asks for board adjustments. There are none. Motion: Sigloh Second: Moore <i>I move to accept resolution number 2020-21-06 for SW Polk Rural Fire Protection District as presented.</i> Motion passes unanimously
Employee Agencies	Discussion/Action	Heidt introduces the employee guidance staff report and union letter from the SWP & WVFD Special Meeting on June 21 st . She would like to discuss the administrative team. Breeden suggests changing the date of the addendum. Motion: Davis Second: Van Wert

		<p><i>I move to initiate the transfer of the current eight administrative staff and the four personnel employed by Sheridan Fire District, through the current staffing IGA, to be employed by SW Polk Fire District on July 1, 2021. I further instruct the Chief to follow ORS in making this transfer happen, including the necessary payment of associated transfer costs as set out in the transfer statutes, and to produce a report delineating the specific facts of the transfer. This report shall be shared at the next appropriate board meeting. Assuming the transfer is accepted by SW Polk, an agreement with SW Polk should be produced at the next appropriate board meeting to memorialize this transfer of personnel. For the represented personnel, the Chief is directed to work with the union to take any necessary actions to accomplish the transfer.</i></p> <p>Discussion follows. Sigloh asks for clarification because the meeting on June 21st voted to accept the current 190 IGA with revisions. Heidt says that IGA only included line staff, this motion would include administrative staff. Davis says he is making this motion as one of those revisions and that it takes care of administrative staff. Harlan asks if this will help stabilize the staff. Davis says that is his intention. Moore says his questions seem to be covered by the motion, that it covers the concerns brought forth by the union on the letter.</p> <p>Vice President Pender calls for a vote of all SWP and SFD members present Motion passes unanimously</p>
Adjournment	Action	Meeting adjourns 6:17pm

Upcoming meetings/events:

- June 29th Joint Special Board Meeting

Board Packets and Handouts Included:

- June 22nd Agenda
- SFD and SWP Budget Documents
- SFD and SWP Budget Resolutions
- Employee Guidance Staff Report
- Union Letter
- ORS 236.10, 236.20, 236.30

In our Board Meetings, we agree to...

- Begin and conclude meetings on time
- Be on time and come prepared to participate
- Be respectful, including:
 - Keeping our cell phones silent
 - Listening without interrupting when someone else is speaking
 - Allowing for all to contribute to the discussion
 - Honoring the Chair
- Follow Robert’s Rules of Order for parliamentary procedures
- Honor confidentiality
- Have fun!