

BOARD OF DIRECTORS WORK SESSION MINUTES
La Pine Rural Fire Protection District
September 8, 2022

Open Meeting Director Cox opened the meeting.

Directors Present: Robin Adams, Doug Cox, Jim Landles, Dick Swails, Mike Thorne

Administrative Staff

Present: Chief Mike Supkis, Assistant Chief Dan Daugherty, Office Manager
Tracy Read, Administrative Assistant Tammie Waters

Other Staff

Present: IAFF President Kyle Lohner

Suggested revisions to Fire Chief Job Description Draft 2.0

Director Swails' suggested changes:

Job Scope

'. . . wide variety of complex duties and responsibilities with only general
direction *and oversight* by the Board of Directors.'

Director Adams' suggested changes:

Essential Functions

Second bullet point be changed to read:

'Provides that services to the community and service area are delivered
consistent/ly with the priorities set by the Board'

Third bullet point be changed to read:

'Through the chain of command, manages the execution . . . '

Ability To

Sixth bullet point:

capitalize 'EMS'

The Job Description and recruitment ad will be placed on the agenda for approval at the October regular board meeting, with the goal to advertise by the end of October. Staff

will contact SDAO and ECIS to determine whether they are available to help with the process. Chief Daugherty will draft a job posting for review in October.

Timeline

- October > Select consultant, approve Job Description and recruitment announcement (Board meeting), complete recruitment calendar, post position by end of month or beginning of November
- November > Outline final process
- January/February 2023 > Application deadline and interviews
- March 2023 > Final candidate(s) selection
- July 1, 2023 > Start Date

Discussion regarding potential ballot measures and when to place those measures before the voters. Chief Supkis provided history of past funding efforts, failures and successes and background. Measures could be brought to the voters in May or November 2023. Current levies expire in 2024. Additionally, a decision needs to be made whether to renew the current levy or ask for a new one.

There was consensus among everyone that the facts need to be put out to the voters, not in a negative manner but rather to provide a realistic fact base of where the District is headed financially. It is also important to get the word out to as many groups and organizations as possible in a boots on the ground, face-to-face manner.

Additional work sessions will be needed to further discuss the issues presented in the White Paper.

Work Session adjourned at 11:44 a.m.

Respectfully Scribed and Submitted
La Pine Rural Fire Protection District
Administrative Staff

Date Presented to Board and Approval

Board Secretary

Board President

OCTOBER 13, 2022

