



# **RUSSIAN RIVER FIRE PROTECTION DISTRICT**

P.O. Box 367 — Guerneville, CA 95446 — (707) 869-9089 — FAX: (707) 869-2811

## **BOARD OF DIRECTORS SPECIAL MEETING**

Wednesday, October 5, 2018 5:00 pm

At the Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

## **MINUTES**

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:**

Vice President Weaver called the meeting to order at 5:00 p.m.; Director Weaver led the pledge of allegiance. Directors present: Wood, Butts, Jackson and Weaver. Director Jones was absent.

### **APPROVAL OF AGENDA:**

On a motion by Director Jackson, seconded by Director Butts the Agenda was approved as presented. VOTE: 4/0/1 (Director Jones absent).

### **PUBLIC COMMENT:**

None.

### **BOARD MEMBER COMMENT:**

None.

### **PART-TIME INTERIM FIRE CHIEF HIRING:**

Director Weaver provided information to the Board regarding the process the interview panel followed on Friday, September 7, 2018. Interview panel consisted of Mark Heine, Fire Chief of Windsor/Rincon Valley Fire, Jason Clopton, Russian River Firefighter/Paramedic & Local Union 3051 President, Jim Maresca, Community Member and Jason Weaver, Russian River Fire Director. Five candidates were interviewed. Each member of the interview panel ranked/scored the candidates individually; at the conclusion of the day each individual on the panel shared their rankings with the remainder of the panel. Without discussion/deliberation the panel had the same rankings overall. The interview panel's recommendation is to offer candidate number 1 a conditional job offer. If candidate number 1 is not offered the part-time interim Fire Chief position after the background investigation is complete, candidate number 2 shall be sent a conditional job offer.

On a motion by Director Wood, seconded by Director Jackson, the Board moved to send a letter of conditional employment to candidate number 1 (candidate deemed number 1 by interview panel). VOTE: 4/0/1 Director Jones absent).

Director Weaver stated Chief Heine has a recommendation for background investigations; AA Flowers will contact the current background investigator the District uses and the background investigator recommended by Chief Heine to inquire about time frame and cost.

On a motion by Director Jackson, seconded by Director Butts, the Board moved to have Director Weaver draft a letter of conditional employment for hiring of part-time interim Fire Chief. VOTE: 4/0/1 (Director Jones absent).

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Director Wood thanked the interview panel for their time and hard work.

**PUBLIC COMMENT:**

None.

**BOARD COMMENT:**

None.

**ADJOURNMENT:**

On a motion by Director Butts, seconded by Director Jackson the Board adjourned at 5:23 p.m.

VOTE: 4/0/1 (Director Jones absent).

/s/ *Jason Weaver*  
Jason Weaver, Vice President of Board

Date: *11/14/18*

/s/ *Heidi Flowers*  
Heidi Flowers, Interim Board Clerk