

WILLIAMS RURAL FIRE PROTECTION DISTRICT
Special Board Meeting Minutes
Panel and Board Interview / Fire Chief Hiring Process
October 23, 2024

Called to order: 10:51am

Roll Call:

Board Members Present

Position 1 – Heather Glass
Position 2 – Brian Barton
Position 3 – Claudia Pratt
Position 4 – Bill Ertel
Position 5 – David Applegate

Williams Staff Present

Jon Scaroni- Fire Marshall
Oskar Sundell- Lieutenant
Jasmine Williams- volunteer
Interim Chief/Captain – Nicco Holt
Devin Brennan- WFA

Zoom Attendee

SDAO Gordon Sletmoe

Community Members Present:

Wilma Hyde
Chief Wolfard
Tallie Jackson

Announcements:

Bill spoke about the county commissioner meeting talking about the proposed new fire district. They are proposing to annex 776 private properties of rural metro. Chief Wolfard gave some input from the meeting.

Claudia brought up Wilma Hyde's complaint and Heather spoke of putting it on the next meeting.

Fire Chief Hiring Process:

Gordon spoke of the options we have as a fire district for the next steps in looking for a fire chief.

Options-

1. Re-open recruitment for a new fire chief. (approximate cost would be another couple thousand dollars)
 - a. The board can also revisit the compensation, salary, and hours required before launching.

2. Internal Recruitment
3. Asking another agency to collaborate to help.
4. Make interim fire chief permanent chief
 - a. Look at job descriptions/hours/compensation then present to interim
 - b. Time served. This is what we would like to do to make this permanent here are some clear things we want to see to become chief and see if agrees.
 - c. Make interim for a solid year. Between now and Feb here are the goals we would like to see. Then at the end of the year the board can decide to keep interim as permanent.
5. Board finds a different person and puts them in as interim to potentially become permanent.
6. The board contracts with SDAO for an interim chief with goals.
7. SDAO 360 plan

Discussion:

Bill states we probably need to look at job description and compensation regardless of option pick. Gordon thinks job description seems really good but compensation and hours may need to be looked at. Location is a factor for finding a chief. HR answers can do a compensation survey to see what our numbers should be. Gordon strongly suggests seeing what we want to pay before looking into the budget.

Chief Wolfard thought the 360 was a good option. He offered to come up with a exploratory idea on how a collaborative option would look like. Asked for dialogue with Bill and Heather to come together.

Some discussion was had regarding what Tallie has access to at the bank on a form. Heather will look and see if she has the form.

Bill discussed how he got Tallie access to the bank. There was some miscommunication regarding who was working on the bank issues. Claudia spoke of how Tallie can only view the account.

- A motion to approve October 8th minutes with the addition of OSHA consultation report was made by Claudia and seconded by Heather.

- ✚ Heather Glass – Aye
- ✚ Brian Barton – Aye
- ✚ Claudia Pratt – Aye
- ✚ Bill Ertel – Aye
- ✚ David Applegate – Aye

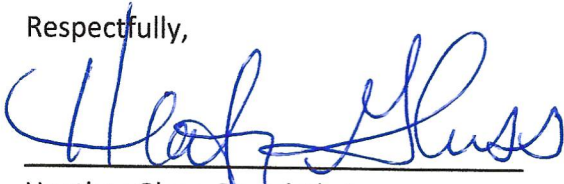
- Motion passed unanimously

Discussion was had about credit cards. Claudia talked about credit cards up to 10K. A new credit card account was created to take Wes's name off of the account. Nicco and Tallie talked about spending limits and authority and who should have their name on the credit cards. Tallie talked about the chief having a credit card and usually the chief is the one who holds the name on the account. Tallie suggests having a conversation about how to transition the credit card master over to the permanent chief when one is in place. Tallie recommends with a credit card agreement that credit cards should be issued to Captain Sundell, Chief Holt, and also Fire Marshall Scaroni.

A motion to adjourn was made by Bill Ertel was seconded by David Applegate. Passed unanimously.

The meeting was adjourned at 5:17pm

Respectfully,



Heather Glass, Board Chair