

Iona McGregor Fire District Board of Fire Commissioners Agenda
December 13, 2017
6:00 PM

Meeting call to order

Opening Prayer and Pledge of Allegiance

Roll Call

Approval of Minutes – November 15, 2017

Approval of Treasurers Reports – November, 2017

Agenda Items Requiring Action

- 1) Roll Call
- 2) Job Description – Division Chief
- 3) Succession Policy 5.4
- 4) Election of Officers
- 5) Meeting Agenda Format

Adoption of Agenda

Public Comment on Agenda Items

Chief's Report

Division/Committee Reports

Attorney Report

Unfinished Business

- 1) Roll Call

New Business

- 1) Job Description – Division Chief
- 2) Succession Policy 5.4
- 3) Election of Officers
- 4) Meeting Agenda Format
- 5)

DVP Report

Public Comment – non agenda items

Commissioner Comments

Adjournment



BOARD MEETING AGENDA ITEM SUMMARY

Board Meeting Date: 12/13/2017

- (Select All that Apply)
- Decision Making Agenda Item
- Discussion Purposes Only Agenda Item
- Walk On Agenda Item

<p>SUBJECT: Roll Call - carry over from previous meeting</p>
<p>PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM: Commissioner Walker</p>
<p>BACKGROUND/DETAIL OF AGENDA ITEM: Looking to have Board direction on the process of roll call during commission meetings. It is the desire of Commissioner Walker to have the roll call of individual commissions followed by the chair announcing those in attendance such as Chief, Attorney, and staff members.</p>
<p>BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where? No.</p>
<p>REQUESTED BOARD ACTION: It is requested that the Board adopt the process for the taking of roll during monthly meetings as noted above.</p>



BOARD MEETING AGENDA ITEM SUMMARY

Board Meeting Date: 12/13/2017

- (Select All that Apply)
- Decision Making Agenda Item
- Discussion Purposes Only Agenda Item
- Walk On Agenda Item

SUBJECT:

Succession Planning Policy 5.4

PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:

Chief Howard

BACKGROUND/DETAIL OF AGENDA ITEM:

As the previous program is difficult to replicate, and we are committed to Succession Planning, the policy language requires modification. It is the view of the administration that completion of a program is sufficient and that requiring a minimum grade for completion is unreasonable and counter-productive.

BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where?

No

REQUESTED BOARD ACTION:

It is requested that the Board approve the revision of Policy 5.4 as presented.



BOARD MEETING AGENDA ITEM SUMMARY

Board Meeting Date: 12/13/2017

- (Select All that Apply)
- Decision Making Agenda Item
- Discussion Purposes Only Agenda Item
- Walk On Agenda Item

SUBJECT:

Division Chief Job Description revision

PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM:

HR Director Zinger / Chief Howard

BACKGROUND/DETAIL OF AGENDA ITEM:

In preparation for the promotional process to fill the Division Chief Operations position which was approved by Board at the September 20, 2017 meeting, the previous job description was reviewed and adjusted to better align with the District's succession and strategic plans. A copy of the job description denoting the changes is included for review. There was only one minor adjustment to accurately reflect the tasks, item B-13. In addition, modifications to education and experience were made based on consensus of the review panel which included Training Chief, Deputy Chief, HR Director, and DVP along with a chief officer from neighboring agency.

Also, as approved in the September meeting, the job titles have been corrected from Battalion to Division for Training, Prevention, and Logistics.

BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where?

None

REQUESTED BOARD ACTION:

Request Board approve the revised job description as presented.

**BOARD MEETING AGENDA ITEM SUMMARY**Board Meeting Date: 12/13/2017

- (Select All that Apply) Decision Making Agenda Item
- Discussion Purposes Only Agenda Item
- Walk On Agenda Item

SUBJECT: Meeting Agenda Format
PERSON(S) MAKING SUBMITTAL OF AGENDA ITEM: Commissioner Walker
BACKGROUND/DETAIL OF AGENDA ITEM: In an attempt to streamline the agenda and allow for public comments on agenda items to occur after the Chief's, Division's, and Attorney's reports, a modification of the agenda format is being submitted for consideration.
BUDGET IMPACT: Yes / No / Unknown – If Yes, how much? From where? No
REQUESTED BOARD ACTION: It is the request that the Board adopt the amended format for meeting agendas as submitted.