

**JEFFERSON COUNTY
FIRE PROTECTION DISTRICT NO. 3**

**BOARD OF COMMISSIONERS
SPECIAL MEETING**

MAY 26, 1993

ATTENDANCE:

PRESENT: Commissioners Roy Raudebaugh, Herb Stowe, and Shary Irwin, Chief R. Kent DeWitt and Mandy Plumb.

Absent: Chairman John Parker due to doctor appointments and Commissioner Dave Woodruff due to a death in the family.

CALLED TO ORDER: The meeting was called to session at 9:20 am by Commissioner Roy Raudebaugh. Commissioner Raudebaugh asked if anyone felt the need for an Executive Session to discuss employee issues. Concensus was no, but comment was made to leave the Chief's car allowance at \$365.00 monthly as put forth at the last Regular Board of Commissioners meeting on May 11, 1993.

Review of policies 2712 through 2861 took place today with minor changes that will carry through to final copy.

Commissioner Irwin requested that more information on Nepotism be obtained and implemented before final completion of the Policy 2000 series.

Chief DeWitt presented an outline for use of Cell Phones. (See Attachment)
Commissioner Stowe made a **MOTION** to accept the outline as presented, **SECOND** by Commissioner Irwing and unanimously **PASSED**.

Chief DeWitt brought up the issue of District Secretary responsibilities and the conflict in being the Chief and District Secretary. He requested that the Commissioners give thought to making the Administrative Assistant the District Secretary to resolve any potential conflicts. He also stated that the Administrative Assistant's employment period was up for review at the end of June and this thought should also be given consideration.

Commissioner Stowe asked that information be obtained on the District having a major credit card for booking courses and/or travel arrangements.

The next session for policy discussion is scheduled for June 28, 1993 at 9:00 am at Station #31. Final discussions on Policy 2000 will take place and then proceed to the policy 3000 series.

Meeting recessed at 12:30 pm.

Meeting recessed until May 26, 1993 at 9:00 am.