

**DRAKES CROSSING
RURAL FIRE PROTECTION DISTRICT**

19364 Powers Creek Loop NE
Silverton, OR 97381

November 18, 2021
7:00 p.m. – Thursday

REGULAR MEETING OF THE BOARD OF DIRECTORS

1. Call to Order – Angie Frye, Chairman
2. Additions or Corrections to Agenda
3. Minutes of Regular Meeting – October 21, 2021
4. Clerk's Report
5. Pay Bills
 - A. LGIP Interest October 2021 = \$136.69
6. Old Business
 - A. Mandatory Vaccine Policy
 - B. District Clerk Work Remotely
 - C. Community Project – Ziplly Update
 - D. Policy & Procedures
 1. Policy Template
 2. New and Revised Policy
 3. Meeting Minutes Policy
 4. Chief Job Description
 5. Fire Chief Employment Agreement
 6. Goals and Objectives
 7. Goals for Fire Chief
 8. Cyber Security Policy
 9. Office Administrator Job Description
 10. Duties of Office Administrator
 11. Discipline and Termination Policy
 12. Pay, PERS, and Vehicle of Fire Chief
7. Standing Committees
 - A. Grant Report and Updates
8. New Business
 - A. Oath of Office for New Boad Member
 - B. Janitorial Payroll
 - C. Resolution 21-3: Declaring Surplus Vehicle
 - D. Resolution 21-4: Declaring Surplus Vehicle
 - E. Resolution 21-5: Declaring Surplus Vehicle
 - F. Resolution 21-6: Adopting Accepting and Receiving Unanticipated Grant Revenue
 - G. Select Budget Officer for 2022-2023 Budget
9. Chief's Report
 - A. Call-Outs
10. Correspondence and Announcements
 - A. Next meeting date
11. Adjournment

NOTE: Any person needing special accommodations will need to give the District a 24-hour advance notice prior to the above meeting date.