



AGENDA

Notice of Regular Meeting & Budget Hearing of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District June 18, 2019 – Administration Building – 5:00 p.m.

1. Open the regular meeting and budget hearing
2. New Board Member Appointment & Oath of Office
3. Association Minutes
4. Consent agenda
 - a. Administrative Summary
 - b. May 2019 Minutes of Regular Meeting & May 2019 Minutes of the Budget Committee Meeting
 - c. Dashboard report
 - d. Bank statement and reconciliations
 - e. Operating fund summaries
 - f. Balance sheets
 - g. Check register
 - h. Adjusting Journal Entries
 - i. Ambulance Receivables
 - j. Engine Response Report
5. Administration
 - a. Tollgate station update
 - b. Staff Report: Intra County Mutual Aid
 - c. Staff Report: Purchase of Used Engine to Replace 724
 - d. Staff Report: Surplus Fire Apparatus
 - e. Staff Report: PERS Side Account
 - f. Policy review/approval:
 - i. 2-1-6 Executive Assistant Job Description & Promotion Letter - Spor
 - ii. 2-1-8 Finance Manager Job Description
 - iii. 2-2-1 Work Hours and Meal Periods
 - iv. 2-3-1 Personal Leave
 - v. 2-7-6 Duty Officer Coverage
 - g. Standards of Cover Document
6. Resolutions
 - a. 2018-2019-007 – A resolution amending cell phone reimbursements
 - b. 2018-2019-008 – Making appropriations, adopting the budget and imposing/categorizing taxes
7. President Report
8. Correspondence
9. Fire Chief Report:
 - a. Call activity and personnel response
10. Fire Safety Manager report
 - a. Fire Corps Minutes, Volunteer hours
 - b. Senior Safety Committee Minutes
11. Other business
12. Adjourn meeting