



Jackson County Fire District 1

PO Box 1170 5474 N River Rd
Rogue River, OR 97537 Gold Hill, OR 97525
(541) 582-4411 Fax (541) 582-3456
www.rogueriverfd.com

Board of Directors Organizational Review Workshop

02/21/2024

The workshop was called to order at 7:34 by President Jim Stearns. The following Directors were present: John Foster, John Ellis and Randy Cort. Mike Hammond, Nikki Knox, Jenna Kurzyniec, Lane Augustson, Mike Gavlik, Riley Burk, Kaci Carder, Jenna O'Brien and Pheadra Ricci were also present. The workshop was publicly advertised.

The group discussed the document, areas of concern and items to be addressed. They included Board Policies update; Patient Rights Policy; Creating new and updating existing District Policies and Occupational Guidelines, and process for retiring past policies; Fire Chief position description; Volunteer and Student Programs; Review Lieutenant position; Staff Retention; District Mission Statement update; Training on Diversity and Equality; Consistent Operation Practices; Standards of Cover; 5yr Financial Plan; Capital Replacement Schedule update; Upcoming Local Option Levy, Ending Fund Balance Policy; Employee Development Plan; Risk Management Evaluation; Respiratory Protection Policy; Possible annual or bi-annual workshops to continue review.

The meeting was adjourned by President Stearns a 10:36

Jim Stearns
President-Board of Directors

Craig Berry
Secretary/Treasurer-Board of Directors



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Organizational Projects FY25

Goals and Timelines

| Item: | Responsible: | When |
|--------------------------------|--------------------------------------|--------------------|
| Board Policies Review | BOD | March 24 |
| Chief's Position Description | J. Stearns, Chief Hammond | March 24 |
| Review Volunteer Program | Union, Ellis, Stearns, Foster, Chief | April 24 |
| Review Student Program | Union, Ellis, Stearns, Chief | May 24 |
| Lt Position/Single Role Review | Chief Hammond, Ellis | After Negotiations |
| Staff Retention | all | on going |
| Policy Review | Chief Hammond | on going |
| Mission Statement | all members | FY25 |
| Strategic Plan | BOC, Chief | FY25 |
| Operations Practices | Chief Hammond, Captains | on going |
| Standard of Cover | Chief Hammond, Cort, Stearns | June |
| 5Yr Financial Plan | Chief Hammond, BOD | Feb 25 |
| Ending Fund Balance Policy | Knox | April 24 |
| Safety Audit SDAO | Safety Committee | March 24 |