



## **Grays Harbor Fire Protection Dist. #2**

6317 Olympic Highway · Aberdeen, Washington 98520  
Central Park Station (360) 532-6050 · Fax (360) 532-6075  
Email: [ghfd2@comcast.net](mailto:ghfd2@comcast.net) · web address: [www.ghfd2.org](http://www.ghfd2.org)  
"District #2 · Serving Brady, Central Park, Wynoochee and Outlying Montesano Areas"



### **Commissioners Special Meeting Minutes Brady Fire Station**

**23 May 2011                      3:30PM**

The Special Commissioners meeting of Grays Harbor Fire Protection District #2 was called to order by Chairman Paul Dean. Meeting opened at 3:30PM in the Brady Fire Station. Present was Commissioner Hensley & Hubbard. Also present: District Secretary Teri Scherer. Also: James Sande, James Kuchciak, Tony Broten, Philip Oldham, John Sliva, Janell Mullins, Charley Maloney, Larry Willis, John Delia, Brad Shumate, Frank Scherer and Leif Nesheim (The Vidette).

Tom Pickett was requested to be present. He is a representative from (CIAW) Canfield & Associates, invited to our meeting to discuss and help with advertizing for a District Fire Chief, help develop a Chief job description, qualifications and a Fire Chief contract.

#### **MEETING CALLED TO ORDER.**

Motion was made by Hensley and seconded to accept the Agenda as presented.  
Unanimously carried

#### **1. DISCUSSION WITH TOM PICKETT AND THE COMMISSIONERS:**

District Fire Chief: Advertizing, job description, qualifications

Fire Chief can make a difference. Qualifications are important. What qualifications do you want?

- Structured person, strong leader, knows Budgets, a working Chief (Medic?), experience with combinations fire departments, organizational skills, understands day to day operations and has grant writing skills.
- FT or PT? Not sure, will see.
- OK to look in state or out of state for a Chief.
- Chief wrote his last contract, want a contract that works for the District. NO flex hours.

Tom Pickett states that the language in the contract is important. It must work for the District. Commissioners make the policies. You could do an at-will employee for the first year; then enter into a contract.

Dean asked if there are preexisting contracts? Pickett stated "yes there are the basics". Dean asked about a time line. Pickett stated 2-3 weeks to a month. We advertize in magazines and many other places.

Hubbard asked about the interview committee? Should all Commissioners be on the committee? Pickett said "yes", you all need to be involved to make the final decision. In that decision all should agree on the choice before hiring.

