

## **Policy Manual- Marcisz**

Marcisz reviewed the Fiscal Policy- The board requested to table the policy until the next meeting.

- **Succession Planning-** Briefly discussed
- **Harassment and Non-Discrimination-** The policy was provided to the board members to review and the 1<sup>st</sup> reading will take place at the March meeting.

## **Items for Inclusion into the Policy Manual**

- **Duties of the Board Sec/Treasure**
- **Terms of Office**
- **Meeting Attendance**

## **Staff Report**

### **Request for Annexation into MRFPD2- Kleinberg**

The Camino Viejo annexation was presented for approval. Kleinberg explained the location of the property, the driveway and the surrounding properties. He feels that it is an acceptable property for district fire protection.

### **Motion to accept the annexation application for 4183 Camino Viejo and proceed with the J. C. Development Services Department process- Riggert**

**Second- Brooks**

**Motion carried- Unanimous**

### **Activity Reports (sent by email prior to meeting)- Thompson**

There was a question addressed regarding the Over Pressure category which indicates emergency incidents reported such as release of steam from a water heater or pressurized device.

### **Newsletter- Webber**

Webber supplied a draft copy of the spring newsletter for the boards review. She requested changes by February 12, 2020. The newsletter will be submitted for printing and is slated to arrive in District mailboxes by February 28<sup>th</sup>.

### **Status of Aerial- Thompson**

The apparatus committee will travel to Wisconsin within the next month to finalize the specifications.

### **Operations Chief/Battalion Chief Recruitment- Thompson**

Beginning on Feb 18<sup>th</sup>, Kip Gray will shadow as the Operation Chief for a trial period. Two Captains will be AIC for the line Battalion Chief position. Chief Fish will continue to assist with the transition into March.

### **MFR Operations Chief Selection Process**

Chief Thompson extended an invitation to the Board members to have a seat on the interview panel for Operations Chief. He will contact board members with more details by email.