

Pine-Strawberry Fire District

POLICY COMMITTEE MEETING MINUTES February 22, 2022

- 1) **Call to Order** - The meeting was called to order at 1:09 pm
- 2) **Pledge of Allegiance**
- 3) **Roll Call** - Present were Board Clerk - Robert Papke, Board Member –Dave Burkhart, Captain Robert McCormick and Captain Billy Chester. Captain Joel Brandt and Chief John Wisner were absent.
- 4) **New Business - Discussion and review of personnel policies.**
The committee continued to discuss and review the draft of the Administrative Policy. Most discussions centered on grammatical correctness and formatting of the outlines. Careful consideration was given to the vocabulary used before sending drafts to the Fire District Board where the Policies will become final accepted documents.

The Committee finished review and edits of **Section 1: Administrative Policy**. Mr. Burkhart will make a finalized copy and send out to the committee members for a final review and check for any errors. At the next meeting, the Policy Committee will vote on sending this finalized draft of the Administrative Policy to the Pine Strawberry Fire District Board of Directors for approval.
- 5) **Next Meeting Date** – Next meeting will be on March 8, 2022, at 1:00 p.m.
- 6) **Adjournment** – The Chairman called for motion to adjourn. Billy Chester moved to adjourn. Robert McCormick seconded the motion and it passed unanimously at 3:10 p.m.