

## **Pine-Strawberry Fire District**

### **POLICY COMMITTEE MEETING MINUTES**

**March 8, 2022**

- 1) **Call to Order** - The meeting was called to order at 1:04 pm
- 2) **Pledge of Allegiance**
- 3) **Roll Call** - Present were Board Clerk - Robert Papke, Captain Robert McCormick Chief John Wisner and Captain Billy Chester. Captain Joel Brandt and Board Member –Dave Burkhart, were absent.
- 4) **Approval of Previous Month's Minutes**  
February 8, 2022, Policy Committee Meeting Minutes  
February 22, 2022, Policy Committee Meeting Minutes  
Captain Billy Chester made a motion to accept both sets of minutes as written. John Wisner seconded the motion and it passed unanimously.
- 5) **Old Business - Discussion and review of personnel policies.**  
Final review of the draft of the Administrative Policy.
- 6) **New Business –**
  - A. **The Committee will vote on the Administrative Policy** – Captain Billy Chester made a motion to approve, as a committee, the Administrative policy and take it to the Fire Board for possible adoption. Bob Papke seconded the motion and it passed unanimously.
  - B. **Continue editing drafts of Policy and SOG's with regard to FMLA** – In reviewing the definitions in the FMLA section, it was noted that the term “member” is often used. Bob Papke made a motion to re-open the Administrative Policy and add the term “member” to the definition of ‘Employee’ (Employee/Member) in section IV-Definitions, sub-section C. Chief Wisner seconded the motion and it passed unanimously.

After much discussion and wording edits of the FMLA policy, Bob Papke made a motion to table the remainder of the FMLA policy review until the next meeting. Chief Wisner seconded the motion and it passed unanimously.
- 7) **Next Meeting Date** – The next meeting will be March 22, 2022, at 1:00pm.  
Items of discussion – FMLA policy
- 8) **Adjournment** - Chief Wisner made a motion to adjourn. Robert McCormick seconded the motion and it passed unanimously at 2:56 pm.