

Pine-Strawberry Fire District

POLICY COMMITTEE MEETING MINUTES

May 31, 2022

- 1) **Call to Order** - The meeting was called to order at 1:12 pm
- 2) **Pledge of Allegiance**
- 3) **Roll Call** - Present were Board Clerk - Robert Papke, Board Member - Dave Burkhart, Captain Billy Chester, and Chief John Wisner. Captain Robert McCormick and Captain Joel Brandt were absent. Captain Phil Paine was present via teleconference.
- 4) **Approval of Previous Meeting's Minutes**
May 10, 2022, Policy Committee Meeting Minutes
Chief John Wisner made a motion to accept the minutes as written. Bob Papke seconded the motion and it passed unanimously.
- 5) **Old Business - Discussion and review of personnel policies.**
 - a) Continue editing drafts of Policies – 4.1 FMLA Policy, 4.2 Military Leave Policy, and 4.3 Holidays Policies.

Dave Burkhart made a motion to send the FMLA Policy 4.1 to the Fire District Board for possible action at the next Board meeting. Billy Chester seconded the motion and it passed unanimously.

Dave Burkhart made a motion to send the Military Policy 4.2 to the Fire District Board for possible action at the next Board meeting. Chief Wisner seconded the motion and it passed unanimously.

Dave Burkhart made a motion to send the Holidays Policy 4.3 to the Fire District Board for possible action at the next Board meeting. Billy Chester seconded the motion and it passed unanimously.
- 6) **New Business –**
 - a) Captain Phil Paine was appointed by Chief Wisner to replace retiring Captain Robert McCormick on the Policy Committee.

- 7) **Next Meeting Date** – The next meeting will be June 14, 2022, at 1:00pm.
Items of discussion – PTO/Sick Leave, Leave of Absence, Bereavement Policies
- 8) **Adjournment** –Captain Phil Paine made a motion to adjourn. Billy Chester seconded the motion and it passed unanimously at 2:35 pm.