

Jackson County Fire District 5

CIVIL SERVICE COMMISSION

Minutes of July 13, 2017 Meeting Jackson County Fire District 5 - Station One - 12:00 Noon 5811 S. Pacific Hwy. Phoenix, Oregon

In Attendance were Commissioners Bob Miller, Jeff Wilson and Chris McKinney. Deputy Fire Chief Lockett and Chief Hanley was also in attendance. Two guests attended, Chairperson Vicki Purslow and former board member/firefighter Fred Buamgartner. Commissioner Miller called the meeting to order at 12:15 p.m.

The minutes from the April 13, 2017 meeting were reviewed and approved.

OLD BUSINESS:

Chief Lockett reported to the Commissioners on fire district budget and approval by board. Commissioner Miller explained the three main functions of the Civil Service Commission are payroll certification, oversight of the hiring and the promotional testing processes, and to review and make recommendations regarding disciplinary action that may have not been settled with the grievance process.

NEW BUSINESS:

Chief Lockett presented Payroll resolution R-1-17. Commission approved resolution R-1-17 to certify the 2017/18 fiscal year payroll.

Commissioner Miller suggested that the Commission begin review of the Civil Service book next meeting. The review will start with rules and regulations and will include documenting date as changes are made

The next meeting of the Commission is scheduled for Thursday, October 19, 2017 at noon.

The meeting was adjourned at 12:40 p.m.

Submitted by Vince Lockett