

SUNRIVER SERVICE DISTRICT

MINUTES OF BOARD – SPECIAL MEETING WORK SESSION

1:00 p.m. Thursday, September 19, 2019

Fire Department Training Room

57475 Abbot Drive, Sunriver, OR 97707

- Call to Order:** Chair Ron Schmid convened the meeting at 1:00p.m.
- Roll Call:** Dir. Schmid, Dir. Fister, Dir. Hepburn, Dir. Dishaw, Dir. Stephens, Dir. Burford Present. Dir. Burford left at 1:22pm.
- SSD Staff:** Administrator Baker, Admin. Asst. Trapp
- SROA:** None
- Public Input:** None

Chair Schmid began the meeting with the swearing in of new Board members Mark Burford and Ron Stephens.

Administrator Baker discussed the District Policy Manual update. Much of the policy manual had not been updated since the District was formed in 2002. The current manual is antiquated, outdated, and poorly organized. The Board formed a committee tasked with the job of updating the policies consisting of: Administrator Baker, Dir. Hepburn, and Dir. Dishaw.

Administrator Baker provided the Board with a red-line draft of the District Policy Manual. The Board reviewed each section of the manual offering feedback.

Administrator Baker will provide the Board with a revised draft next month with anticipation the Board may be ready to adopt.

The Work session was adjourned at 2:25 pm.

SSD Chair, Ron Schmid
Administrative Assistant, Candice Trapp