

**Siuslaw Valley Fire and Rescue**  
2625 Highway 101 North, Florence, OR 97439

**Minutes of Board Meeting-November 16th, 2016**  
**Meeting Recorded and Televised**

John Scott, President of the Board, called the meeting to order at 6:00 p.m.

**BOARD MEMBERS PRESENT:** Directors John Scott, Tony Phillips, John Carnahan and Woody Woodbury all present. Director Gates absent

**OTHERS PRESENT:** Chief Langborg, Division Chief Jim Dickerson, Division Chief Sean Barrett, Division Chief Julie Brown

**APPROVAL OF MINUTES:** Motion by Director Carnahan to approve the minutes as presented of the meeting of October 19th, 2016. Director Phillips seconded the motion, motion unanimously passed.

**COMMUNICATIONS:** Thank you card

**PUBLIC COMMENTS:** None

**OLD BUSINESS:**

**Staff Reports:**

Fire Chief's report- Chief Langborg  
Operations Division Chief's report -Jim Dickerson  
Prevention Division Chief's report – Sean Barrett  
Administration Division Chief's report – Julie Brown

**MOTION TO RATIFY BILLS:** Director Woodbury made a motion to ratify the bills paid and the transfers made for the previous month totaling \$25,951.54. Director Carnahan seconded, motion passed with Director Phillips declaring a conflict of interest.

**POLICY REVIEW:** Chief Langborg passed out the next policies for review. Board consensus that they looked alright.

**NEW BUSINESS:**

**Agenda Item 1:** Part Time Administrative Assistant job description

**Action:** Director Woodbury moved to approve the job description. Director Phillips seconded the motion. Motion passed unanimously

**Agenda Item 2:** Whistle Blower Policy

**Action:** Director Phillips made a motion to approve the policy, Director Carnahan seconded the motion. Motion passed unanimously.

**FUTURE AGENDA BUSINESS:** Director Carnahan would like to review and discuss the use of district vehicles.

There will be no Board meeting in December due to the holidays.

Meeting closed in regular form by President Scott at 6:25 p.m.

Respectfully submitted,  
Julie Brown  
Division Chief of Administration  
Recording Secretary

Recorded meeting available on SVFR website at [www.svfr.org](http://www.svfr.org)