

**South Beach Regional Fire Authority
Governance Board Special Meeting Minutes**

Thursday, October 19, 2017-5:00 PM, 506 N Montesano St., Westport, WA 98595

1. Call Meeting to order:

Alfred R. Schroeder called the meeting to order at 5:00 PM.

2. Alfred R. Schroeder led the group with the flag salute.

3. Roll Call:

Alfred R. Schroeder, Commissioner, GHFD #14

Robert Parnell, City Councilperson, City of Westport

David McLellan, Commissioner, GHFD #11

Sam Schlegel, Commissioner, PCFD #5

Tom Bearden, Commissioner, GHFD #3

Diane McNett, Secretary

4. Personnel Issues:

Discussion took place in regards to creating a job description for a fire chief position.

Several ideas were discussed with the decision that there should be a committee preparing the final chief job description. The committee will be comprised of:

Bob Parnell, Darin VanderVeur, Keith Zelepuzza, and David McLellan.

The committee will meet and then bring their completed paperwork to a special meeting scheduled on Thursday, November 2, 2017 at 5:00 PM, Westport Council Chambers, 506 N Montesano, Westport, WA 98595.

There will be two items of discussion on November 2, Special Meeting:

1. Approval of job description.
2. Two month budget for Grays Harbor County-November/December 2017.

There being no further discussion a motion was made by Tom to adjourn the meeting at 6:30 PM. Motion seconded by David McLellan. Motion carried.

For the board,



Diane McNett, Secretary