

969th Board of Directors Meeting, December 21, 2023

The meeting was called to order by President Gina Kline at 18:03

Pledge of Allegiance

Board Members Present: Bruce Appell, Brian Baldwin, Jeff Bernetich, Jeff Borges, Nancy Crozier, Jamie DiPace (at ?pm), Steve Gwizdak, Gina Kline, Kristen Shaw, and Jim Speich **Absent:** Tom Post

Chief Officers Present: Aaron Gelber, Tom Kline, Ken Sedlak, Joe Speich

Other Members Present: Jim Reber, Mark Wilson

The November 30th Board Meeting minutes were approved with a motion from Brian Baldwin and seconded by Kristen Shaw.

Communications from Members:

- None

Old Business:

- **23-29 Fire Chief Appraisal Form** – Following a brief discussion, the finalization of the Fire Chief appraisal form was deferred until the January Board of Directors meeting to give Board members more time to identify specific leadership metrics and other items to be included on the form. Board members were asked to send specific recommendations and changes to President Kline prior to the next Board meeting so a vote to move forward can take place at that time.
- **23-51 Communications and Public Relations Coordinator** – The job description for the Communications and Public Relations Coordinator was approved with one minor correction to fix a typo in the document. Motion from Jeff Borges and seconded by Kristen Shaw. The document will be added to the AOGs as **JD-11 Communications and Public Relations Coordinator**.

New Business:

- **2024 Strategic Priorities** – AC Speich presented information on the Department SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats) and recommendations for Department Values assembled as part of his Fire Science MBA program. Plans for him to share the entire Strategic Plan written for the assignment will be shared with the Board at a later date to be determined. He also recommended further discussion by the Board to formally adopt Department Values.

Following AC Speich's presentation, the Board and Chief Officers were given 20 minutes to individually brainstorm the top 10 things the Department needs to focus on, using the SWOT findings and their own perspectives. President Kline then facilitated an exercise with the attendees to share and categorize their ideas. The ideas and associated categories will be summarized after the meeting by President Kline and she will draft proposed priorities based on the information collected for further discussion at the next Board of Directors meeting.

- **Board Committee Structure:** Topic deferred until finalization of 2024 Strategic Priorities.

Meeting Schedule:

- No Board meeting on December 28, 2023
- Corporation Meeting - January 8, 2024, at ?pm
- Board of Directors Meeting – January 25, 2024, at ?pm

The meeting was adjourned at 2018 with a motion by Jeff Borges and seconded by Kristen Shaw.