



## St. James Fire Department Board of Directors Minutes of Special Meeting, 27 March 2023

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President Mike Kiel called a special meeting to order at 1:05pm.

Meeting Location: Fire Station 1

Members Present: President Mike Kiel, Vice President Cindy Willard, Treasurer Jim Crum, Secretary Larry Phelps, TOSJ Representative Lynn Dutney, POA Representative Bill Lendh, David Zentmayer, Garren Foy, George Freeman

Members Absent: Acting Chief Scott Boyer

The purpose of this meeting was to interview three candidates for the Chief position.

It was discussed and approved to announce the selectee immediately rather than wait 2 weeks as previously planned, with the official appointment effective date to be 1 April 2023 for a period of 3 years. This will require minor change to the By-Laws which currently state that the Chief is appointed annually. George Freeman will draft a By-Laws change to be presented to the Board.

The Board went into Executive Session at 1:30pm.

The meeting re-started at 4:10pm. Mike Kiel called for a motion for appointment of Chief of the Department. George Freeman nominated Scott Boyer who was unanimously approved.

Acting Chief Boyer re-joined the meeting and was informed of his appointment, effective 1 April 2023.

The Board tasked Acting Chief Boyer to create a formalized succession and training structure for the department.

Chief Boyer is going to contact Kevin Murphy, who was interviewed for the Chief position, to try and get him involved in the department.

The April board meeting will be on Monday, 10 April.

The meeting was adjourned at 4:20pm.

Submitted,

*Lawrence F. Phelps*

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Secretary