

**MICA KIDD ISLAND FIRE PROTECTION DISTRICT  
BOARD OF COMMISSIONERS SPECIAL MEETING  
November 7, 2016 6:00 PM**

**PRESENT:**

Chairman Mundt - larrysub3mki@aol.com  
Commissioner Arhutick - marhutick@gmail.com  
Commissioner Hauser - gretchensub2mki@frontier.com  
Treasurer Swendig – treasurer@mkifire.com  
District Sec/Admin Asst. Saranto - admin@mkifire.com

**CALL TO ORDER**

Chairman Mundt called the meeting to order at 6:00 P.M.

**PLEDGE OF ALLEGIANCE**

**WORKSHOP TO EVALUATE NEW CHIEF APPLICATIONS**

CHAIRMAN MUNDT: It says workshop to evaluate chief applications. The reality is we can't do a lot of that. What I'd like to propose is an executive committee to review the applications and submit recommendations to the board. If we only had two or three applications it would be relatively simple but in fact there are 19. COMMISSIONER ARHUTICK: There are 19 and I've read all of them already; I've also done a lot of online research. CHAIRMAN MUNDT: Great.

CHAIRMAN MUNDT moved to form a five member executive committee charged with evaluating and reduce this to no more than three candidates. COMMISSIONER ARHUTICK 2<sup>nd</sup> the motion:

CHAIRMAN MUNDT called for discussion:

COMMISSIONER ARHUTICK: You said a five person committee so I'm thinking us three commissioners and one volunteer and one citizen. CHAIRMAN MUNDT: Ok, what I'd like to do is have as much public involvement as possible and in fact I'd like to give someone my position on the committee to allow... Ultimately the commissioners are going to make the decision. COMMISSIONER ARHUTICK: Correct. CHAIRMAN MUNDT: I'd like to see more citizen involvement so I'd like to step out and allow somebody else like Carmen who is going to be directly affected by our decision. Consequently I'd like to see her with some input on who we choose. There's nobody who's going to work more closely with this person than Carmen is. Ultimately what I'm hoping for is the committee will come up with three people that we can choose from. We'll interview them ourselves and come to our conclusion. I'm reluctant to have more than one board member on the committee because now it's a voting bloc. COMMISSIONER ARHUTICK: But it's all done in executive session and no decisions can be made; I see your side of it. CHAIRMAN MUNDT: The issue I have is if I'm there I'm not going to be able to help myself from trying to steer where we're going and I like to avoid that I'd like to have somebody else help steer.

COMMISSIONER ARHUTICK: Do you have a person in mind? CHAIRMAN MUNDT: Carmen. COMMISSIONER ARHUTICK: Ok. CHAIRMAN MUNDT: Nancy King has already been doing some research and she sent me a bunch of that and so I would like to nominate Nancy as a second person. COMMISSIONER ARHUTICK: I think that is a great choice. CHAIRMAN MUNDT: I'd like to see somebody representing the volunteers. COMMISSIONER ARHUTICK: And do you have somebody in mind? CHAIRMAN MUNDT: Terry Montanye is here. COMMISSIONER ARHUTICK: While you're thinking of that what I'd like to do is expedite this. So I would like to have people that are available in the afternoon. CHAIRMAN MUNDT: Another reason why I would be a poor choice. COMMISSIONER ARHUTICK: I'd like to start at 1 o'clock and go until six or whatever it takes. TREASURER SWENDIG: I know that when we hired Carmen; are we limiting ourselves by only interviewing three candidates. CHAIRMAN MUNDT: No I'm not suggesting that what I'm suggesting is the executive board can interview as many people as they want to get it down to three. We interviewed six and I'm glad that we did. COMMISSIONER HAUSER: I agree with all of it, I would like to be a part of it to begin with so depending on the timing. I will be leaving the Sunday after Thanksgiving. COMMISSIONER ARHUTICK: Then we have plenty of time. COMMISSIONER HAUSER: Ok, Terry said yes, now this gentleman (Dan Hanson) I remember you were at the last meeting I apologize I don't even know my own kids names sometimes. DAN HANSON: Would you like a mini bio? COMMISSIONER HAUSER: Well you had offered because you had some expertise so I was just wondering. DAN HANSON: Harborview Estates; retired 34 years in the fire service, Orange County Fire Authority the entire time. Started as a volunteer firefighter in 1978, came up through the ranks Firefighter, Firefighter/Paramedic, Engineer, Fire Capt., Fire Capt./Paramedic, Battalion Chief. COMMISSIONER ARHUTICK: Your background sounds like you're adequately qualified to read these resumes. DAN HANSON: I've done Chief interviews, Fire Capt. Candidates, Firefighters and Chief Officers. COMMISSIONER ARHUTICK: Well if we took Nancy, this gentleman (Dan Hanson), Carmen and us two that's five people. COMMISSIONER HAUSER: But that leaves Terry. CHAIRMAN MUNDT: We could make it a six member board I'd like to see the volunteers represented. COMMISSIONER HAUSER: I would too. CHAIRMAN MUNDT: The only issue is who breaks the tie if you can't agree. COMMISSIONER ARHUTICK: There wouldn't be a tie. DAN HANSON: You pick a number and the ties get put into the interview basket. CHAIRMAN MUNDT: That suits me. DAN HANSON: Say you want to take five and number five and number six are equal then number six goes into the interview basket. CHAIRMAN MUNDT: That's a suitable solution to me. COMMISSIONER HAUSER: Say that again, please. COMMISSIONER ARHUTICK: If we say we want to interview five people, and if number five and number six are equal you interview number six also. COMMISSIONER HAUSER: Okay, I was going somewhere else. COMMISSIONER ARHUTICK: I understand. CHAIRMAN MUNDT: Ok you have to tell me your name one more time. "Dan Hanson". I think you would be really valuable.

CHAIRMAN MUNDT I will modify my motion to six members; Carmen Saranto, Terry Montanye, Nancy King, Dan Hanson, Mike Arhutick and Gretchen Hauser. COMMISSIONER HAUSER 2<sup>nd</sup> the motion:

CHAIRMAN MUNDT called for discussion. There was no discussion.

**Motion Carried.**

CHAIRMAN MUNDT: Ultimately that's about all we can do tonight. COMMISSIONER HAUSER: Well I would like to talk about some of this stuff. COMMISSIONER ARHUTICK: Before we do that I would like to get another executive session set up. CHAIRMAN MUNDT: (Talking to Gretchen) if you have some information why don't you read it? For those of you that are on the committee there are some rules. It's important that you understand the rules. COMMISSIONER HAUSER: I talked to our attorney today about it and I asked him who we could appoint and what could they

see on the application. I jotted down these notes as best I could, so some of it is repetitive. He said we could appoint anyone but that they would now be public servants and would have to abide by the same rules that we do. We should get them the website for the open meeting laws. The committee can review and evaluate all parts of the application but are not allowed to say anything to anyone outside of the committee. What you see is not public record and is not to be disclosed to anyone outside of the committee or the commission. You are also subject to the same open meeting laws and can't talk about it with anyone else. You can also not get together and discuss outside of a noticed meeting either public or executive session. You cannot discuss amongst yourselves outside of the meeting; like we can't. You basically have to abide by the same rules. Evaluation of applications should be in executive session from a meeting with minutes on the record then go in and out of executive session. The only thing we have to do is say specifically that we are appointing these people to do this and make it clear in the minutes. CHAIRMAN MUNDT: So is that agreeable to everyone? Now we need to schedule who is available. COMMISSIONER ARHUTICK: Ok, November 14<sup>th</sup> at 1 PM; that gives us all afternoon. 74-206(1) (a) is the executive session that needs to be on the agenda. COMMISSIONER HAUSER: If we take any action that has to be on the agenda. COMMISSIONER ARHUTICK: We can't take any action. I guess ultimately the only action that would be taken at the end would be we would come out and say we've collected six applications to present to the board. Then we have to set up another executive session. JAMES KING: Actually you set up another special meeting and have your executive session inside your meeting. COMMISSIONER ARHUTICK: Correct, we're going to have a special meeting with one agenda item that will be executive session. Is 1 o'clock Monday (Nov 14<sup>th</sup>) okay with everybody? NANCY KING: If I have a conflict I will email you when I get home. DAN HANSON: Carmen are you the coordinator on this? COMMISSIONER ARHUTICK: She is the administrator of the Fire District. DAN HANSON: So all questions to Carmen as far as availability. COMMISSIONER ARHUTICK: Yes and if you could give Carmen your phone number and email that would be good. Mine is on the website if you have any questions you can always call me. CHAIRMAN MUNDT: Anything more? COMMISSIONER ARHUTICK: I don't think so. I think anything else we'll have to discuss in executive session. DAN HANSON: Where can I find the application and minimum requirements that went out in the application? DIST. SEC. SARANTO: We didn't have any minimum requirements. COMMISSIONER HAUSER: The only thing we really had was our Policy 203, which is the Fire Chief's nature and purpose of work. COMMISSIONER ARHUTICK: Since he's going to be on the committee is it apropos for us to give them copies of the applications. COMMISSIONER HAUSER: Yes, I asked Mr. Cafferty and he said you can see the information you just can't tell anybody. COMMISSIONER ARHUTICK: You can't discuss them with your wife or anything. I've had mine at home all day and I've already narrowed it down to six in my opinion. COMMISSIONER HAUSER: So jobs done.

## PUBLIC INPUT

NANCY KING: Complete a thorough background check. From what I have been able to find, there are candidates that look very qualified but there is some interesting things to pop up online. Hopefully whatever agency is used they will have a lot more resources than I do and will be thorough in all aspects of looking at the applicants. Look at past chiefs: what they brought to the table, what worked and what didn't, how long were they with department. Guessing Jason was probably one of the longest at 5 years. Interestingly, I was able to find where he was in contention for a chief position back in June 2014. So that would have been less than 3 years with MKI. He had been looking for a while, maybe even before June 2014. What kind of medical review is done? Physical, bloodwork? Hope we are not considering providing any kind of moving expenses.

COMMISSIONER ARHUTICK: We have done it in the past; I was a Commissioner at the time.  
NANCY KING: We need to really make sure we're getting our bang for our buck then.

COMMISSIONER ARHUTICK: It all has to be looked at on a one-to-one basis. NANCY KING: Hopefully with due diligence up front it will help to find someone qualified that will be a good fit to the department and community and prevent the board from having to go through this process in another year. COMMISSIONER ARHUTICK: Great input, thank you.

**MOTION TO ADJOURN**

CHAIRMAN MUNDT moved to adjourn the meeting, COMMISSIONER ARHUTICK 2<sup>nd</sup> the motion:  
**Motion carried 06:21 P.M.**

Respectfully Submitted,

  
District Secretary Saranto

Approved,

  
Chairman Larry Mundt

Approved,

  
Commissioner Mike Arhutick

Approved,

  
Commissioner Gretchen Hauser