Sheridan, West Valley and SW Polk
Civil Service Meeting
April 22, 2019

Present were Fire Chief Fred Hertel, Adm. Asst. Judy Breeden, Amber Deibel (SFD), Susan Shepard (SW Polk), Art Hanson (WVFD).

Susan Shepard opened the meeting and public hearing at 4:01 pm.

Motion: Amber Deibel **Second: Art Hanson**
Move to approve minutes of West Valley Fire District's civil service meeting of December 13, 2018 and the joint meeting minutes of April 9, 2019. Motion passed.

Job Descriptions; the five were discussed and reviewed, FF/EMT, FF/Paramedic, Battalion Chief, Division Chief, Deputy Chief.
Addition of annual physical was made to Division and Deputy Chief as well as Battalion Chief.
Motion: Amber Deibel **Second: Art Hanson**
Move to approve all job descriptions with changes. Motion passed.

Hiring process; no further discussion of the process that was presented at the last meeting.
Motion: Amber Deibel **Second: Art Hanson**
Move to approve the hiring process as presented. Motion passed.

Adopt Unified Civil Service Rules and Regulations; went over the rules in detail and changes will be made to clean up grammar and spacing. Under section 5, 'G' will be deleted.
Motion: Art Hanson **Second: Amber Deibel**
Move to adopt the Unified Civil Service Rules and Regulation with changes. Motion passed.

Next meeting will be early to mid-June.

Adjourned at 5:30 pm.

Respectfully submitted,

Judy Breeden

Judy Breeden
Administrative Assistant