

Westfield Fire Committee
Meeting Minutes
11-26-08

The meeting came to order at 7:00 with Chief Snoddy, Greg Oakes, Rick Robbs, Jack Poe, Kevin Rych and Jim Likley present. Also present Trustee Tim Kratzer, Village Solicitor Bill Hutson, Mark Williams, Mike Carson, Dan Grabowski, Dave Goode and Ron Oiler.

November's bill for water and sewer was \$1,984.92. Greg Oakes made a motion to approve payment, seconded by Rick Robbs, unanimous. The The Life Force Management bill was not completed at this time. A copy of November expenses are on file. Jim Likley requested that the quarterly stipend payments to members be presented to show individual payments and calls made.

Chief Snoddy stated as in a previous email to committee members that Keith Larsen from Ohio Fire Chiefs Association has offered an Oral Board promotional testing system. The normal cost is \$1,800.00 per position, but would test for two positions no more than three candidates per position for \$3,000.00. Greg Oakes was in support of this process as the department doesn't have a formal promotional process in place. Jack Poe stated he might have access to information to implement a department promotional process, not certain how it would meet department needs. Kevin Rych asked what their experience was working with volunteer departments, Chief felt that they had experience working with both full time city departments and volunteer. Discussion continued if we had accepted any application from members for these positions, what the qualifications were, and job descriptions. The proposed SOGs will provide additional description and requirements of all officers. No applications received at this time but have not been pursued while waiting for SOG completion.

Greg Oakes made a motion to encumber up to \$3,000.00 for an officer promotion process, seconded by Rick Robbs. Greg, Rick, Jim voted yes, Jack Poe voted no. Jack Poe stated he felt agreeing to this funding without a job description, eligibility requirements or interested applicants is pre-mature. The final draft of the proposed SOGs has been give to the Prosecutors Office for their review.

Truck 162 is scheduled to go to W.W. Williams for evaluation, 164 to be returned and possibly returned to service.

Greg Oakes made motion to go into executive session for the review of Chief Snoddy's employment contract, seconded by Jim Likley, all members unanimous, 7:35 p.m.

Fire Committee came out of executive session by a motion made by Greg Oakes seconded by Rick Robbs, all members unanimous at 10:50.

Greg Oakes made a motion that the Committee recommends to the Westfield Township Trustees that Fire Chief Jack Snoddy's employment contract be renewed for a one year term subject to the following stipulations:

1. That a contingency be written in to the contract requiring Chief Snoddy to implement and execute a comprehensive leadership development and improvement plan under the guidance and approval of the Fire Committee; and

2. That in the absents of immediate and sustained improvement in leadership competencies and performance as outlined in the plan and monitored monthly by the Fire Committee, the contract contingency provide for immediate termination of Chief Snoddy's employment at any time during the term of the contract if recommended by the Fire Committee and approved by the Westfield Township Trustees.

The motion was seconded by Rick Robbs.

Roll call, Jim Likley, yes; Rick Robbs, yes; Jack Poe, yes; Greg Oakes, yes.

Chief Snoddy verbally committed to accepting the recommended terms of his contract renewal.

Rick Robbs made a motion to adjourn, seconded by Jack Poe, unanimous by members.

Respectfully submitted by Jim Likley

Approval: Chief Snoddy Jack Snoddy

Approval: Committee Member Greg Oakes