



# BOULDER CREEK FIRE PROTECTION DISTRICT

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Boulder Creek Fire Protection District  
Minutes of the Board of Directors Meeting  
Special Meeting  
July 6, 2020

- 1.0 Convene Meeting/Roll Call
  - The special meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers on July 6, 2020 at 2:00 PM. Present were Director Currier, Director Locatelli, Director Presswood, Chairman Rogers, and Fire Chief Bingham. Director Robustelli was absent. There were no members of the public.
- 2.0 Additions and Deletions to Agenda:
  - None
- 3.0 Oral Communications:
  - None
- 4.0 .01 Administrative Assistant Salary and Benefits
  - Chief Bingham conducted interviews after receiving 22 applications. He conducted a panel style interview consisting of questions and tasks.
  - Chief Bingham picked an individual and would like to discuss a salary for said individual. Last board meeting the salary range of \$22.50 to \$28 was discussed.
  - Chief researched salary range from other districts and Boulder Creek Fire Protection District was at least \$4 less than other districts.
  - Chief recruited via the website and social media which instructed applicants to review the policies and procedures and the job qualifications before completing the application.
  - Dir. Rogers states that the Board approves a salary range and then the Chief will negotiate within the salary range with the individual that the position is offered to.
  - Approximately \$22.50 was the wage for the previous Administrative Secretary.
- 5.0 Adjournment
  - Meeting adjourned at 2:35 PM

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Rick Rogers, Chairman

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Mark Bingham, Fire Chief