

# Yamhill Fire Protection District

## District Policies, Procedures, & SOG's

### MISSION

*Yamhill Fire Protection District is dedicated to  
serve and protect our community*

# District Policies

## ADMINISTRATIVE

ADMIN – 122

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## Board Member Code of Conduct

**Issued: November 11, 2014**

**Revised: December 8, 2015**

A Fire Board Member should strive to:

1. Understand that their basic function is “policy making” and not “administration”.
2. Refuse to make commitment on any matter which should properly come before the board as a whole.
3. Refuse to participate in secret meetings or other irregular meetings which are not official and which all members do not have the opportunity to attend.
4. Recognize that he/she has no legal status to act for the Board outside of official meetings.
5. Respect the rights of the Fire District patrons to be heard at official meetings.
6. Make decisions only after all available facts bearing on a question have been presented and discussed.
7. Respect opinion of others and graciously accept the principles of “majority rules” in Board meetings.
8. Recognize the Fire Chief should have full administrative authority for properly discharging his professional duties with limits of established board policies.
9. Recognize that the Fire Chief or designee is the technical advisor to the Board and should be present at all meetings of the Board.
10. Refer all complaints or problems to the proper administrative office and discuss them only at a regular meeting after failure of an administrative solution.
11. Present personal criticisms of any Fire District operation directly to the Fire chief rather than to lower ranking personnel.
12. Insist that all business transactions be on an ethical and above-board basis.

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13. Refuse to use his/her position on the Board in any way whatsoever, for personal gain or for personal prestige.
14. Give the staff the respect and consideration due skilled professional personnel.

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Jim Phillips - Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jon Peasley - Board Vice-Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clint Giberson - Board Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tyler Reynolds - Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Paul VanDeGrift - Board Director

\_\_\_\_\_  
Date