

Shasta Fire Protection District Board Minutes  
Special Meeting  
April 3, 2025

1. Meeting was called to order at 3:34pm.
2. No public comment on closed session.
3. Closed session was open at 3:36pm
  - a. Discussion of pay and whether benefits are needed.
  - b. Developed questions to ask Chief candidate.
  - c. Invited our candidate into the closed session. Discussion was had and he was offered the position. He stated his acceptance. Salary was mutually agreed upon.

Closed Session was complete at 4:20pm, moved to Open Session Special Meeting.

4. Open Session of Special Meeting
  - a. A vote was made to change the Fire Chief's position to an exempt employee.  
vote was all in favor, all 3 board members voted yes.
  - b. Discussion
  - c. Board Member MacDonald made a motion to accept interim Chief Ohde's letter of resignation from the Fire Chief's position but will stay on the department. Board Member Weale 2<sup>nd</sup>. All in favor yes
  - d. Board Member MacDonald made a motion to hire Michael Steineke as the paid Interim Fire Chief, seconded by Board Member Weale. Vote was unanimous. Hired effective 4/3/2025.
  - e. Discussion was had regarding filling the position of the Administrative Assistant with newly appointed Chief Steineke. The Board authorized Chief Steineke and the hiring committee to interview and hire the most qualified candidate. The board had a lengthy discussion on the salary for the Administrative Assistant and decided upon the salary range, depending on experience. The Hiring Committee will be comprised of Board Member MacDonald, Chief Steineke, Assistant Chief Varnum and BC Ohde.

Meeting was adjourned at 5:11pm

**Next regular meeting is Wednesday, April 16, 2025 at 2:00pm.**