

DRAFT – SUBJECT TO BOARD APPROVAL

NORWOOD FIRE PROTECTION DISTRICT

SPECIAL BOARD MEETING MINUTES

Date: September 3, 2026

Time: 6:00 p.m.

Meeting Type: Special Board Meeting

1. Call to Order

The Special Meeting of the Norwood Fire Protection District Board of Directors was called to order at 6:00 p.m.

Attendance

Board Members Present In Person:

Tarrun

Abby

Board Members Present via Zoom:

Jim

Zach

A quorum of the Board was present.

2. Review and Approval of Interim Fire Chief Job Description

The Board reviewed the Interim Fire Chief job description previously distributed to all Board members by Zach.

Abby made a motion to approve the Interim Fire Chief job description as presented. Zach seconded the motion.

Vote:

Tarrun - Yes

Zach - Yes

Abby - Yes

Jim - Yes

Motion carried unanimously.

3. Interviews for Interim Fire Chief

The Board conducted interviews with candidates interested in serving as Interim Fire Chief.

Heather was interviewed by the Board.

Steve Jennings was interviewed by the Board.

Following the interviews, the Board discussed the candidates and the needs of the Norwood Fire Protection District in determining the best option for Interim Fire Chief.

4. Appointment of Interim Fire Chief

Following discussion, Zach made a motion to appoint **Heather as Interim Fire Chief**. Jim seconded the motion.

Vote:

Zach - Yes

Jim - Yes

Tarrun - Yes

Abby - No

Motion carried, 3-1.

Heather was appointed Interim Fire Chief of the Norwood Fire Protection District.

5. Zoom Recording Discussion

The Board discussed the matter of Zoom recordings and determined that further discussion regarding the issue would be addressed at a future meeting.

6. Adjournment

Zach made a motion to adjourn the Special Board Meeting. Tarrun seconded the motion.

The Board voted unanimously in favor of adjournment.

The meeting was adjourned at **7:59 p.m.**

Submitted by:

Zach Dixon, Board Secretary
Norwood Fire Protection District

Date Approved: _____

Board President/Chair