



MINUTES OF THE CRESCENT FIRE PROTECTION DISTRICT BOARD OF DIRECTORS

**REGULAR MEETING HELD
MONDAY, JANUARY 12, 2026
AT 5:00 P.M.**

1. OPEN SESSION

1.1 CALL TO ORDER

Chair Erler called the meeting to order at 5:00 PM.

1.2 ROLL CALL

Board members present:

- Chair Jim Erler
- Vice Chair Jon Maxwell
- Director Dave Short
- Director Jim Nelson
- Director Rick Kelley

Staff members present:

- Interim Fire Chief Bill Gillespie
- Administrative Specialist Vanessa Duncan

1.3 FLAG SALUTE

The Pledge of Allegiance was led by Director Short

2. PUBLIC PARTICIPATION

No public comment at this time.

3. CONSENT CALENDAR

3.1 APPROVE MINUTES OF THE REGULAR MEETING OF NOVEMBER 10, 2025 AND SPECIAL MEETING OF DECEMBER 11, 2025

3.2 APPROVAL OF WARRANT CLAIMS FOR PERIOD COVERING NOVEMBER AND DECEMBER 2025

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried unanimously 5/0; the Board of Directors approved the Consent Calendar.

4. NEW BUSINESS

Take action as necessary and appropriate.

4.1 WELCOMING NEW INTERIM FIRE CHIEF BILL GILLESPIE

RECOMMENDATION

1. Receive information
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion

The Board formally welcomed Bill Gillespie as Interim Fire Chief. Discussion included recognition of Chief Gillespie's prior service to the department and appreciation for his willingness to return during the interim period.

No action was taken.

4.2 REVIEW AND DISCUSS POTENTIAL DISTRICT EMPLOYMENT STRUCTURES

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Provide direction to staff regarding whether the Fire Chief position should continue to be structured as a City position or whether alternative District employment structures should be explored for future recruitment.

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried unanimously 5/0; the Board of Directors directed staff to explore alternative District employment structures related to future Fire Chief recruitment and mutual aid state assignment positions, and to return with additional analysis as appropriate.

4.3 APPROVE UPDATED WARRANT CLAIMS SIGNATURE PAGE

RECOMMENDATION

1. Receive staff report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion

5. Approve an updated warrant claims signature page designating Interim Fire Chief Bill Gillespie, Administrative Specialist Vanessa Duncan, and Board Chair Jim Erler as authorized signers.

On a motion by Vice Chair Maxwell, seconded by Director Nelson, motion carried unanimously 5/0/0; the Board of Directors approved an updated warrant claims signature page designating Interim Fire Chief Bill Gillespie, Administrative Specialist Vanessa Duncan, and Board Chair Jim Erler as authorized signers.

4.4 WASHINGTON STATION KITCHEN REMODEL

RECOMMENDATION

1. Receive verbal report
2. Technical questions from the Board
3. Take public comment
4. Further Board discussion
5. Provide direction to staff as deemed appropriate

On a motion by Vice Chair Maxwell, seconded by Director Short, motion carried unanimously 5/0/0; the Board of Directors directed staff to further investigate project concepts and associated costs for the Washington Station kitchen remodel and to return with additional information as appropriate.

5. OLD BUSINESS

Take action as necessary and appropriate.

No old business at this time.

6. CHIEFS REPORT

Take action as necessary and appropriate.

UPDATE ON CURRENT MATTERS AND THOSE IN PROGRESS

6.1 RESPONSES OCCURRED BETWEEN: 11-01-25 to 12-31-25

Interim Fire Chief Gillespie provided a summary of emergency responses occurring during the reporting period.

Interim Fire Chief Gillespie also provided an update on current staffing levels, duty coverage, and operational coverage considerations.

Additionally, Interim Fire Chief Gillespie provided an overview of facilities- and equipment-related matters currently under review or in progress.

7. BOARD COMMENTS

Board members suggested discussing station staffing sleeping quarters at a future meeting to evaluate current conditions and potential updates.

8. ADJOURNMENT

There being no further business to come before the Board, Chair Erler adjourned the meeting at 6:09PM of the Crescent Fire Protection District Board of Directors to the next regularly scheduled meeting on February 9, 2025 at 5:00PM.

ATTEST:

Vanessa Duncan, Clerk of the Board
Crescent Fire Protection District