

CHAPTER 1: DISTRICT POLICIES

TABLE OF CONTENTS

POLICY 1.1: GOVERNANCE BY POLICIES.....	1
A. GOVERNANCE BY POLICIES.....	1
B. COMPLIANCE WITH LAW	1
C. COMPLIANCE WITH POLICIES	1
D. POLICIES DO NOT CREATE RIGHTS.....	1
 POLICY 1.2: ADOPTION, AMENDMENT AND REPEAL OF POLICIES AND OTHER REGULATIONS	 2
A. BOARD ADOPTION, AMENDMENT AND REPEAL OF POLICIES AND OTHER REGULATIONS	2
 POLICY 1.3: MAINTENANCE AND DISTRIBUTION OF POLICY MANUALS	 2
A. COMPILATION AND REVIEW OF POLICY MANUALS.....	2
B. DISTRIBUTION OF POLICY MANUALS	2
C. DISTRICT POLICY MANUAL TO BE AVAILABLE TO THE PUBLIC	2

POLICY 1.1: GOVERNANCE BY POLICIES

A. GOVERNANCE BY POLICIES

The primary duty and function of the Board of Directors is to establish policies for the governance of the District. It is the policy of the Board to delegate to the Chief Executive Officer and staff the responsibility for the day-to-day administration of the District, in a manner consistent with the policies and directions of the Board.

B. COMPLIANCE WITH LAW

Policies shall comply with all applicable federal, state and local laws and regulations. If any policy or portion thereof is found to conflict with any local, state, or federal law or regulation, such policy shall be deemed void without further Board action. It shall be the responsibility of all District personnel to bring any such conflict to the Board's attention immediately upon discovery.

C. COMPLIANCE WITH POLICIES

All District personnel shall comply with the policies adopted by the Board of Directors. Any failure to comply shall constitute grounds for disciplinary action, including termination.

D. POLICIES DO NOT CREATE RIGHTS

Policies of the District shall not create any enforceable right, contract, employment agreement or expectation on the part of any person; and any deviation from a District policy shall not in itself render any District action invalid, void or voidable, nor shall such deviation constitute evidence of negligence. The Board may deviate from policy when to do so serves the public interest or would avoid hardship as the Board may determine

POLICY 1.2: ADOPTION, AMENDMENT AND REPEAL OF POLICIES AND OTHER REGULATIONS

A. BOARD ADOPTION, AMENDMENT AND REPEAL OF POLICIES AND OTHER REGULATIONS

The Board shall base its regulations on the best available information and input from affected parties. Whenever the Board enacts, amends or repeals any policy or other regulation, it shall do so in accordance with ORS 198.510 to 198.600.

POLICY 1.3: MAINTENANCE AND DISTRIBUTION OF POLICY MANUALS

A. COMPILATION AND REVIEW OF POLICY MANUALS

The Fire Chief shall be responsible for the compilation of all of the policies adopted by the Board into a District Policy Manual.

The Board shall be responsible for reviewing and updating District policies by reviewing one or more policies at each monthly Board meeting. This shall be an ongoing process to ensure current, accurate, and effective policies.

B. DISTRIBUTION OF POLICY MANUALS

Policy manuals will be distributed as follows:

1. Hard copies to Staff
2. Electronic updates to the District's Attorney
3. Electronic copy on the District server

C. DISTRICT POLICY MANUAL TO BE AVAILABLE TO THE PUBLIC

The Policy Manual is public record. At least one copy of the updated manual shall be available for inspection and use by the public at the District's main business office during regular business hours.