

**Minutes of the Rochester Fire Protection District  
Closed Meeting of  
July 12, 2023**

Closed Session called to order in accordance with ICLS/120/2C-1 at: 19:11

**Personnel issues:**

Discussion of IT Services – discuss options and solutions

**Roll Call:** Trustee Johnson, Trustee McBride, Trustee Fairchild, Trustee Churchill, Trustee Taft

**Discussion/Action regarding personnel Issue regarding IT support personnel.**

Trustee Taft presented discussion held at recent IAFFD conference training session with RFPD Attorney Jim Sinclair, the board should allow the person being evaluated should have a private meeting with the individual, to ensure they feel they have the opportunity to present their side and opinions on the matter. The individual did request meeting only with only the board.

The individual, Nick Trader was offered the chance to address the board, and notified that they are free to present their opinion without repercussions.

Mr. Trader addressed the board and stated he was somewhat confused as his last evaluation was rated good. He felt some of the duties he was asked to perform, he didn't have access to the means to complete the work. He also state that some work he completed wasn't marked as completed, and he asked what he needed to do to complete the work, and said he wasn't given a response to know or understand what he needed to do to complete the work. He expressed frustration that some of the work he was suppose to be doing was being completed by other personnel, so he confused about what his or other responsibilities he wasn't being completed. He proposed a alternate solution for identifying and tracking tasks, and the impact of doing so was discussed.

He closed by mentioning the means of payment for his position and whether it should be salary, hourly, or if the department was considering hiring outside contractor.

Trustee Fairchild questioned Mr. Trader if he has had a follow up meeting with Chief Archer or the Assistant Chief. Mr. Trader responded he had not met with the chief.

Trustee McBride mentioned Mr. Trader should plan on having a meeting with the chief.

Chief Archer came into the meeting, and discussion of the board focused on issues with Mr. Trader since the first of the year. Chief acknowledged the individual is very capable, but has been a lack of commitment and accomplishment of tasks since the first of this year. Chief did note the prior evaluations had been stated he did well. Further discussion was mentioned regard completion of tasks, and the chief stated there was some contention, but items that remained on the whiteboard were not 100% complete.

Concerns were expressed by Trustee McBride about the other leadership being frustrated with Mr. Trader and the chief felt they were upset that money was being paid to the individual for little work being completed. They felt they were doing some of the tasks and responsibilities assigned to Mr. Trader. The chief stated there was an issue of morale with members experiencing the lack of output on Mr. Traders part, and as a staff member he needs to put in the hours related to the position.

Some discussion was held around the hourly cost for hiring an outside contractor.

General discussion of the Trustees was there was a consensus there has been a lack of appropriate communications between the parties.

Trustee Fairchild stated they need to have a meeting and discuss the issues, and possible resolution of the salary differences.

Trustee Taft mentioned the question if they put in place some performance plan and should potential setup a meeting to present the next plan of action.

Motion to end Closed session: Trustee Johnson, seconded by Trustee McBride  
Passed

Close session ended at 19:54

Submitted by alternate Edward Johnson