

**Herron Island
Policy Review Committee
Minutes – June 21, 2018**

Present: Mike Gage (Chair); Judy Gage; Jane Wooster (Island Manager); Frank VanRavensway; Merry Kogut (Acting Secretary)
Absent: Jane Morgan (Secretary); Roger Smith

- Members are developing job descriptions for staff members and have one or more interviews scheduled.
- A member is looking into emergency runs for the ferry, vis-à-vis staff, union, HMC Rules, and related issues.
- A member is looking into federal/state job descriptions to use as templates.
- Members are reviewing the Ferry Access Policy.
- A member will review the Policy notebook in the office and on the HMC website.
- The Policy Committee may help with strategic planning, such as updating HMC's technology and website.
- Jane Wooster will send the Policy Review Committee Charter and May 31, 2018 minutes to the HMC Webmaster for posting on the HMC Website.

Next Meeting: July 12, 2018, at 10:00 a.m. in the Community Center.

Subsequent scheduled meetings at 10:00 in the Community Center:

July 26, 2018

August 9, 2018

August 23, 2018