

**SILETZ VALLEY FIRE DISTRICT**  
Special Board of Director's Meeting – Chief Replacement  
Thursday, February 4, 2021

The Special Meeting of the Siletz Valley Fire District Board of Directors was called to order at 18:00 PM by Board of Directors President Reggie Butler. Also present were Board of Directors Rick Olson, Patti Skauge and Gerald Schmidt. Director Morford was not in attendance. Staff in attendance included Bunny West and Chief BJ Wawrak.

**GUEST INTRODUCTIONS**

Brandon Hamilton and Brandon Webber (volunteer).

**CHIEF REPLACEMENT STATUS**

- President Butler reported that Brandon Hamilton has been selected as the interim chief for the district. He has accepted the offer of temporary employment. He will be working Tuesday – Friday and is available on Saturday if the district needs him. Chief Hamilton reported that he is a business owner, and he needs Mondays to complete his payroll, accounts payable and accounts receivable. He will be staying at the station most of the time. Director Schmidt asked what the process of hiring an interim chief includes. President Butler stated that the district interviewed two candidates for this position and chose Hamilton. Director Olson noted that Hamilton's ability to start right away will alleviate some of the pressure on Chief Wawrak.
- Chief Wawrak reported that the volunteers have been working on getting the reports in ERS caught up.
- Director Olson reported that Hamilton will be here on Monday and that he will be working on getting the district cell phone working again.
- President Butler reported that the district is working with George Dunkel of SDAO to begin the process for hiring a permanent chief.
- Director Schmidt reported that he has reviewed the job description that was provided by Office admin West and he thinks it looks suitable to the position that we need. Office admin West suggested that we ask the next prospective candidate to complete a more thorough physical examination that we did previously. Chief Wawrak suggested that we use the standard NFPA physical exam.
- The board reviewed the completed background check of Chief Hamilton and found no concerns.
- It was noted that there may be days when Chief Hamilton's kids may be at the station. Director Skauge asked the ages of these children stating that she was concerned that the chief may get called out while the kids were at the station. She doesn't want any additional liability for the district if the kids are at the station unattended. Chief Hamilton noted that the kids are 13 and 17 years old and have many years' experience in fire stations.
- Office admin West noted that the abandoned trailer at the Logsden station will need to have an asbestos survey completed prior to Dahl Disposal removing it. She will call and get that scheduled. Director Skauge noted that she has seen the trailer posted on the Siletz Neighborhood Watch page so hopefully that will identify the owner of the trailer.
- Director Olson stated that the interim agreement signed with Chief Hamilton is for \$5000 per month for the first three months and that there is some flexibility in the schedule.

- Chief Wawrak noted that Toledo Fire and Rescue is continuing to respond to Siletz Fire District for CPR, vehicle accident with injury and fire calls.
- Office admin West reiterated that she would like to see that district bring the community and the volunteers in on the process of hiring a permanent chief. She stated that she would like the permanent candidate to review the vision, mission and goals of the district. She believes that there some goodwill campaigns that the district could begin to restore the reputation of the district in the community.

**ADJOURNMENT**

Director Skauge motioned to adjourn. Director Olson seconded the motion. Board Meeting adjourned at 18:52.

  
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President

  
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Secretary