

SILETZ VALLEY FIRE DISTRICT
Regular Board of Director's Meeting
Tuesday, August 20, 2019

The Regular Meeting of the Siletz Valley Fire District Board of Directors was called to order at 19:02 PM by Board of Directors President Ron Hervey. Also present were Board of Directors Rick Olson, Patti Skauge, Dixie Morford and Reggie Butler. Also present were Interim Chief BJ Wawrak and Clerk Bunny West.

Member of the public in attendance were: SDAO Representatives Jim Sterns and Shanta Carter, Paul and Liz Kevak and Rebecca Hooper.

Director Hervey led the Pledge of Allegiance.

MINUTES

Director Skauge moved that the **Regular Meeting Minutes** of July 16, 2019 and the **Special Meeting** of August 7, 2019 be approved as written. Director Butler seconded the motion. All Ayes. Motion carried.

GUEST INTRODUCTIONS

Shanta Carter and Jim Sterns – SDAO

CORRESPONDENCE

- a. **News Times Article:** Rebecca Hooper and Blake Wisham both contributed to the article that ran in the News Times commending RC Mock for his years of service with the district and announcing his departure to Sheridan. A copy of the article is hanging on the white board in the classroom if you are interested in reading it.

REPORTS

- a. **Financial Reports**
Clerk West asked that the BOD pay special attention to the reports contained within the financial reports this month. Some of the reports were modified to include additional, relevant information that was not previously included. It was noted that the additional information is helpful. Director Skauge moved to approve the Financial Reports as written. Director Olsen seconded. All Ayes. Motion passed.
- b. **Committee Reports:** None to report
- c. **Volunteer Association:** Paul Kevek spoke for the Volunteer Association. There have been concerns from the Volunteer Association that they were not notified in a timely manner that Chief Mock was leaving. Mr. Kevek stated that he is here tonight to support the board in the hiring of a new chief, and he hopes that the support is reciprocal. Concerned that there has not been adequate communication between the board and the volunteer association. President Hervey stated that the guidelines for the hiring of the new chief were established by SDAO. Rebecca Hooper hoped that there would be additional input sought out from the volunteer association asking them what characteristics they would like to see in the new chief. Director Skauge stated that there

are established qualifications that they are using to rate candidates for the position. Rebecca Hooper asked that more information be provided and stated that the volunteers and community's opinions aren't being considered. Director Butler pointed out that this process is new to all of us. Director Skauge noted that the officers of the department should have an opportunity to vet the candidates. Director Hervey noted that the board has determined the top five candidates. Liz Kevek noted that she doesn't want the hiring process to be another case of small-town politics. SDAO representative Jim Sterns noted that candidates' confidentiality needs to be respected at this point in the process, but that input should have been sought in the qualifications listed within the job description. SDAO will be facilitating the hiring process.

OLD BUSINESS

- a. Fire Chief Selection Process:* Director Hervey noted that the board has determined the top five candidates. Liz Kevek noted that she doesn't want the hiring process to be another case of small-town politics. SDAO representative Jim Sterns noted that candidates' confidentiality needs to be respected at this point in the process, but that input should have been sought in the qualifications listed within the job description. SDAO will be facilitating the hiring process.
- b. Staffing Update:* Report from Training Coordinator Blake Wisham was read.
- c. CTSI Grant Received:* We have received a grant for computer upgrades from CTSI in the amount of \$2400. Budget Resolution 2019-04 was presented to the BOD for a budget increase in the amount of \$2400 to accommodate the acceptance of the grant. Resolution of the increase was read by Clerk West. All were in favor of the increase and the resolution was signed by all the present board members. It was noted that once the computer upgrade happens the run reports that are entered into ERS will be completed by the volunteers and staff that are present on the call rather than the current process of writing them out on a paper form and leaving them to be entered by staff at a later date.
- a. Topics of Interest:* The wave runners should be arriving in October. We are not sure if we are getting the double trailer that we requested. The wave runners will be stored at Logsdan station. There may be a need to store one at the Siletz station during the summer.

FIRE CHIEF'S REPORT

- a. Annual Hose Testing:* Annual hose testing has been scheduled for September 4.
- b. Station Walk Through:* Blake Wisham has been working on getting the one-year walk through of the station scheduled to finish up the seismic project.
- c. Fire Fighting Essentials Textbooks:* Blake Wisham requested that the board purchase four new Fire Fighting Essentials Textbooks from Amazon. The board agreed to purchase them.
- d. AEMT Textbook:* Blake Wisham requested that the board approve the purchase of textbooks for Monica Strait to complete the AEMT class. The books will total about \$250.00. The board agreed to make the purchase.
- e. SCBA valve leaking:* The SCBA fill valve is leaking. Blake Wisham is investigating.
- f. 5231 Emergency Brake Cable:* The emergency brake cable on vehicle 5231 is broken so please do not try to set the emergency brake.

- g. 5224:* This vehicle has a pinched wire that will cause the vehicle to shut down. It may be a wiring harness issue. Paul Kevek has been investigating.
- h. Miscellaneous:* Hunter will be returning to the volunteer roles at the end of the month, city has one student so we will be doing hydrant maintenance with that student, the locksmith will be coming to change the door codes back to individual codes. There was an appreciation lunch for Alison on July 11.
- i. Training Coordinator Meetings:* COCTOA 08/21/2019, Life Flight 08/27/2019, CPR Class 08/30/2019 and Hose Testing 09/04/2019. Blake will be on vacation 09/13 – 09/23.

REVIEW and PAY BILLS

Director Skauge motioned to pay the bills. Director Morford seconded the motion. Motion carried.

PUBLIC COMMENT

None

BOARD MEMEBERS COMMENT

Rick Olsen – National Night Out was a great success. Thank you to everyone that participated.
Patti Skauge – Thank you to the staff (BJ, Blake, Bunny and Rebecca) for all of your hard work through this transition.

ADJOURNMENT

Director Morford motioned to adjourn. Director Skauge seconded the motion. Board Meeting adjourned to Executive Session at 19:52.

President

Secretary