

Siuslaw Valley Fire and Rescue  
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting – June 19, 2013

Steve Olienyk, President of the Board, called the meeting to order at 5:30 p.m.

**BOARD MEMBERS PRESENT:** Directors Steve Olienyk, Cindy Spinner, Lori Gates, John Scott, and Rob Ward were in attendance.

**OTHERS PRESENT:** Chief Buchanan, Division Chief Janet Huston, Division Chief Marvin Tipler, Division Chief Sean Barrett, Battalion Chief John Carnahan, Captain Mike Spinner, and Firefighter Mike Heindel were in attendance.

**APPROVAL OF MINUTES:** Director Scott made a motion to approve the minutes of the regular board meeting held on May 15, 2013. The motion was seconded by Director Spinner and was approved by unanimous vote.

**APPROVAL OF BUDGET COMMITTEE MINUTES:** Director Spinner made a motion to approve the minutes of the Budget Meeting held on May 15, 2013. The motion was seconded by Director Gates and was approved by unanimous vote.

**COMMUNICATIONS:** None

**PUBLIC HEARING REGARDING THE ANNUAL BUDGET:** Board President Steve Olienyk opened the Public Hearing at 5:33 p.m. in order to take testimony relating to the 2013-2014 Annual Budget at which time Keith Stanton distributed a copy of his letter to the editor of The Siuslaw News which was published in the June 19, 2013 issue of the paper. Cliff Harvey introduced himself and spoke kindly of our district, indicating that it is well-managed, well-equipped, and well-trained.

There being no further comments, the Public Hearing was closed at 5:37 p.m.

There followed a motion made by Director Scott to read Resolution 2013-02 Title Only, a resolution to adopt, appropriate, impose, and categorize taxes for fiscal year 2013-2014. The motion was seconded by Director Ward and was approved by unanimous vote.

Director Scott made a motion to adopt Resolution 2013-02. The motion was seconded by Director Ward and was approved by unanimous vote.

**PUBLIC COMMENTS:** None

**FIRE DISTRICT INCIDENT REPORT:** The report reflecting the activity during May 2013 was reviewed and various incidents were discussed.

**FIRE DISTRICT TRAINING REPORT:** The report reflecting training in May 2013 was reviewed and discussed.

**FIRE DISTRICT PARTICIPATION REPORT:** The report reflecting volunteer participation for the month of May 2013 was reviewed.

**SAFETY MEETING MINUTES:** The May Safety Meeting minutes were reviewed and discussed.

#### **REGULAR AGENDA:**

Chief Buchanan thanked the staff for a job well done during his absence, more specifically Division Chiefs Barrett, Huston and Tipler.

As a result of the presentation of Resolution 2013-03 to amend compensation of certain personnel as approved by the budget committee, Director Ward made a motion to read Resolution 2013-03 Title Only, a resolution adjusting the compensation of certain full-time and part-time employees. The motion was seconded by Director Gates and was approved by unanimous vote.

Director Ward made a motion to adopt Resolution 2013-03. The motion was seconded by Director Gates and was approved by unanimous vote.

Division Chief Huston presented the May 21, 2013 Election Results. Director Ward made a motion to accept the results of the May 21, 2013 Special Election and to direct the Board President to forward a letter to Lane County and Douglas County Elections acknowledging and accepting the elected members as qualified. The motion was seconded by Director Spinner and was approved by unanimous vote.

Division Chief Tipler and Chief Buchanan have determined that the timber on the North Fork Station property should be removed in an effort to provide a safer environment, eliminating the possible threat of a tree(s) falling on the station, eliminating pine needles which clog the gutters, and to preserve the integrity of the new roof (sunlight will reduce the collection of moss on the roof). We have obtained three quotes, per District Rule 137-047-0270 and ORS 279B.070, from King Logging, Leisure Excavating and Tony Foglio Logging. Division Chief Tipler is recommending that we contract with Tony Foglio Logging. Not only is his price reasonable, Tony Foglio Logging is currently working on the neighboring property through which he will transport the felled trees.

Director Ward recused himself because he works with Tony Foglio at times. Director Gates made a motion to accept the recommendation of Division Chief Tipler and hire Tony Foglio Logging to remove the timber from the North Fork Station property. The motion was seconded by Director Scott and was approved by unanimous vote.

The Board of Directors was provided a copy of the draft of the Brochure/Application package, as prepared by Bill Linhart of ESCI, for the recruitment of a new fire chief. As the draft was well-received, Director Scott made a motion approving the draft of the Brochure/Application, authorizing Chief Buchanan to answer the required questions. The motion was seconded by Director Gates and was approved by unanimous vote.

Division Chief Huston indicated that our auditor, Richard Maxwell, is requiring that we sign an addendum reflecting the name change of his auditing firm to Richard Maxwell CPA LLC. Director Gates made a motion authorizing the Fire Chief or Division Chief Huston to sign the Addendum to the District's Audit Engagement Letter with Richard Maxwell of Richard Maxwell CPA LLC, formerly known as Maxwell & Company C.P.A. The motion was seconded by Director Spinner and was approved by unanimous vote.

#### **REVIEW OF THE BILLS:**

MOTION: Director Spinner made a motion to ratify bills paid during the past month totaling \$103,285.28 and transfers from the Money Market Account to the Checking Account also made

during the past month. The motion was seconded by Director Scott and was approved by unanimous vote.

**FINANCIAL STATEMENTS:** The financial statements were provided and discussed.

**FUTURE AGENDA BUSINESS:** Board President Olienyk stated that the next regularly scheduled board meeting will be Wednesday, July 17, 2013 at 5:30 p.m.

There being no further business to come before the Board, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

**JANET L. HUSTON**  
Division Chief of Administration

Letters to the editor  
and press releases:

E-mail:

pressreleases@thesiuslawnews.com

To contact the editor:

editor@thesiuslawnews.com

# OPINION

WEDNESDAY

JUNE 19 • 2013

## LETTERS

### More tax increases

Florence residents were promised merging the city into the rural fire district would not cause higher taxes. A written agreement limited the increases. In 2011, Siuslaw Valley Fire and Rescue (SVFR) staff gave notice to the Florence City Council that they removed this restrictive/offensive section.

To the annual 3 percent tax increase due to 3 percent increase of property appraised values, fire staff are adding 6 percent this year to its district rate; 0.8891 to 0.9391. I say "staff" since monthly board meetings average 30 minutes; staff provides the issues, supporting research and singular decision choice; and the board votes unanimously.

Just because the fire district provides a decent service is no excuse for us and our elected board to give the staff a blank check and invite into a candy store.

The proposed and last year's tax increases can be eliminated by one decision.

The receptionist/ secretary/ office worker received consecutive 10 percent pay increases, becoming the second highest salary on the fire staff. She will cost roughly \$48 per actual work-hour.

Together with her full-time assistant, they provide office support for the huge staff of six full-time workers. This largess may be since both she and her boss are retiring this year and PERS retirement is based on  $(1.67 \text{ percent}) \times (\text{years in PERS}) \times (\text{final salary})$ .

The solution is to simply retire her position, saving \$62,370 salary + \$6,600 medical (dental + vision) + \$6,000 PERS (estimated) + 8.6 weeks paid days off + her other compensations.

Most local businesses would agree one competent office staff worker fulfills the support needs of an equivalent service shop. The assistant is already trained; so, let her assume the lead position at her current compensation.

Supporting documents can be viewed on the [www.SiuslawCounty.org](http://www.SiuslawCounty.org) website.

The proposed budget's single public hearing is at 5:30 p.m. today, June 19, at the main fire station at 2625 Highway 101.

Keith Stanton  
Florence

# SIUSLAW VALLEY FIRE AND RESCUE

"Protection with Pride"

## Resolution No. 2013-02

### Resolution to Adopt, Appropriate, Impose, and Categorize Taxes

#### Resolution Adopting the Budget

Be it resolved that the Board of Directors of Siuslaw Valley Fire and Rescue hereby adopts the budget for 2013-2014 in the sum of \$1,908,860., now on file at Siuslaw Valley Fire and Rescue located at 2625 Highway 101 North in Florence, Oregon.

#### Resolution Making Appropriations

Be it resolved that the amounts for the fiscal year beginning July 1, 2013, and for the purposes shown below, are hereby appropriated:

#### General Fund

Personal Services	\$985,113.
Materials and Services	\$370,372.
Capital Outlay	\$234,458.
General Operating Contingency	\$100,000.
Debt Service	\$218,917.
<i>Fund Total</i>	<i>\$1,908,860.</i>

**Total Adopted Budget** **\$1,908,860.**

#### Resolution Imposing and Categorizing Taxes

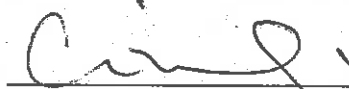
Be it resolved that the Board of Directors of Siuslaw Valley Fire and Rescue hereby imposes the taxes provided for in the adopted budget at the rate of \$ .9391 per \$1000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2013-2014 upon the assessed value of all taxable property within the District, as follows:

#### General Government

General Fund **\$ .9391/\$1000**

The above resolution statements were approved and declared adopted on the 19th day of June, 2013.

  
Steve Olienyk, Board President

  
Cindy Spinner, Secretary/Treasurer

## Monthly Incidents for Board

Alarm Date Between {05/01/2013} And {05/31/2013}

Incident	Type	Date	Location	Description
13-0000105-0	FIRE	05/01/2013	HWY 101 & 21st AND Hwy 101 & 24th	322 Motor vehicle accident with injuries
13-0000106-0	FIRE	05/04/2013	84800 HIGHWAY 101	111 Building fire
13-0000107-0	FIRE	05/04/2013	1951 21ST ST	311 Medical assist, assist EMS crew
13-0000108-0	FIRE	05/04/2013	165 MAPLE ST	113 Cooking fire, confined to container
13-0000109-0	FIRE	05/05/2013	Highway 126 & Tamarack (city	551 Assist police or other governmental agency
13-0000110-0	FIRE	05/05/2013	2060 18TH ST	142 Brush or brush-and-grass mixture fire
13-0000111-0	FIRE	05/05/2013	1201 35TH ST	142 Brush or brush-and-grass mixture fire
13-0000112-0	FIRE	05/10/2013	2311 WILLOW ST	311 Medical assist, assist EMS crew
13-0000113-0	FIRE	05/09/2013	85690 CHERRY ST	561 Unauthorized burning
13-0000114-0	FIRE	05/10/2013	Highway 126 @ MP 11/12	322 Motor vehicle accident with injuries
13-0000115-0	FIRE	05/10/2013	Highway 101 & North Loftus	561 Unauthorized burning
13-0000116-0	FIRE	05/14/2013	4859 SOUTH JETTY RD	6111 Dispatched & cancelled en route, alarm
13-0000117-0	FIRE	05/15/2013	3321 OAK ST /1	743 Smoke detector activation, no fire - unintentional
13-0000118-0	FIRE	05/16/2013	606 GLENBROOK CIR	113 Cooking fire, confined to container
13-0000119-0	FIRE	05/19/2013	Upper Cleawox Route / S/O Tree	3111 Medical assist, ATV incident
13-0000120-0	FIRE	05/19/2013	88265 RHODODENDRON DR	122 Fire in motor home, camper, recreational vehicle
13-0000121-0	FIRE	05/22/2013	06166 CLEAR LAKE RD	6112 Dispatched & cancelled en route, MVA
13-0000122-0	FIRE	05/23/2013	85625 Highway 101	631 Authorized controlled burning
13-0000123-0	FIRE	05/24/2013	Highway 101 @ MP 174	324 Motor Vehicle Accident with no injuries
13-0000124-0	FIRE	05/24/2013	South Highway 101, between Tree	3111 Medical assist, ATV incident
13-0000125-0	FIRE	05/25/2013	375 9TH ST	6111 Dispatched & cancelled en route, alarm
13-0000126-0	FIRE	05/25/2013	RHODODENDRON DR & PARKSIDE DR	324 Motor Vehicle Accident with no injuries
13-0000127-0	FIRE	05/25/2013	4633 MITCHELL LOOP RD	622 No Incident found on arrival at dispatch address
13-0000128-0	FIRE	05/28/2013	5634 MUNSEL LAKE RD	631 Authorized controlled burning
13-0000129-0	FIRE	05/28/2013	3451 Highway 101	745 Alarm system activation, no fire - unintentional
13-0000130-0	FIRE	05/31/2013	375 9TH ST	6111 Dispatched & cancelled en route, alarm
13-0000131-0	FIRE	05/31/2013	88147 Highway 101	322 Motor vehicle accident with injuries

## SVFR

## Department Journal

05/01/2013 to 05/31/2013

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
<b>Sat May 4, 2013</b>				
09:00	TRAIN		Jaws of Life Training	0.00
		Station 01	Central Station	
<b>Tue May 7, 2013</b>				
09:00	TRAIN		Wildland Refresher: Progressive Hose Lay	10.00
		Station 01	Airport	
19:00	TRAIN		Ventilation/Vertical	26.00
		Station 01	Central Station	
19:00	TRAIN		Wildland Fires and Safety	42.00
		Station 01	Central Station	
<b>Tue May 14, 2013</b>				
09:00	TRAIN		Forcible Entry/Salvage & Overhaul	12.00
		Station 01	Sutton Station	
19:00	TRAIN		Wildland Firefighting Skills	26.00
		Station 01	Central Station	
19:00	TRAIN		Ventilation/Car Fires	35.00
		Station 01	Central Station	
<b>Tue May 21, 2013</b>				
09:00	TRAIN		Salvage and Overhaul	12.00
		Station 01	Central Station	
19:00	TRAIN		Firefighter 1 Instruction/Hazmat	60.00
		Station 01	Central Station	
<b>Tue May 28, 2013</b>				
09:00	TRAIN		Makeup Drill/Emergency Lighting	14.00
		Station 01	Central Station	

SVFR

Department Journal

05/01/2013 to 05/31/2013

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
<b>Tue May 28, 2013</b>				
19:00	TRAIN		Association/Business Meeting	78.00
	Station 01		Central Station	
20:00	TRAIN		NFPA 472 HazMat	0.00
	Station 01		Central Station	
<b>Total Entries:</b>		<b>12</b>		
			<b>Total Staff Hrs:</b>	<b>315.00</b>







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Alarm Date Between {05/01/2013} And {05/31/2013}

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**Safety Meeting  
5-28-2013**

**Attendees:** S. Barrett, J. Carnahan, B. Jagoe, H. Moore, G. Stober, M. Tipler, M. Barrett, L. Iabichello, T. Madden, M. Spinner, and P. Warren.

1. Captain Iabichello brought up the concern of some firefighters wanting pistol grips placed back on the nozzles. We will get a team of members together to conduct some hands-on training with the nozzles to determine whether or not to put the pistol grips back on.
2. Captain Barrett had concerns about comments made by Mitchell Boggs during drill last week. Chief Carnahan heard the remarks and is going to talk to Boggs and let him know that the remarks were unacceptable.
3. Chief Stober presented a new chart which shows who is qualified to operate and/or drive department apparatus code 3.
4. Continued discussion on task book check offs.
5. Fire Marshal Barrett informed us that the fire sprinkler system under Mo's and ICM are back in operation.
6. Again we reminded the officers that the paid staff is available all day every Tuesday for specialized training of the firefighters.

**Submitted by:** Division Chief Tipler

**SIUSLAW VALLEY FIRE AND RESCUE**  
"Protection with Pride"

**Resolution No. 2013-03**

**Resolution Adjusting the Compensation of Certain Full-time  
and Part-time Employees**

**WHEREAS**, the fire administration has budgeted and recommended the following compensation adjustments;

**WHEREAS**, the Board of Directors has accepted the Budget Committee's recommendation for salary adjustments for each position; and

**THEREFORE BE IT RESOLVED THAT** the Board of Directors of the Siuslaw Valley Fire and Rescue establishes the compensation rate for certain full-time and part-time positions for the fiscal year 2013-2014, as follows:

**FULL-TIME POSITIONS**

Fire Chief	\$95,325
Fire Marshal/Division Chief of Fire Prevention	\$62,730
Division Chief of Administration	\$62,730
Administrative Assistant	\$37,026
Division Chief of Operations	\$62,730
Battalion Chief	\$58,666
Firefighter/Engineer (2) at \$42,950 each	\$85,900


**PART-TIME POSITIONS**

Training Officer	\$25,806
Citizen Volunteer Coordinator	\$ 7,000
Recruitment and Retention Officer	\$ 5,000
EOC Coordinator	\$ 1,800

**CALL RESERVE FIREFIGHTERS** \$10 per Emergency Event

**PASSED AND ADOPTED** this 19th date of June, 2013.

  
Steve Olienyk, Board President

  
Cindy Spinner, Secretary/Treasurer

	VOTES	PERCENT
Sw Valley Fire and Rescue Director Position 1		
Vote For 1		
01 = John S Scott	2,293	65.36
02 = Keith Stanton	1,199	34.18
03 = WRITE-IN	16	.46

04 = OVER VOTES  
05 = UNDER VOTES

VOTES	PERCENT
1	
1,505	

	01	02	03	04	05
0702 702	784	420	5	0	559
0704 704	0	7	0	0	9
4500	275	121	2	1	170
4601	559	305	5	0	327
4602	675	346	4	0	440

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

*Cheryl L. Betschart*

Cheryl L. Betschart, County Clerk  
Lane County, Oregon

*June 6, 2013*



		VOTES	PERCENT			VOTES	PERCENT
DIRECTOR, POSITION 1 SIUSLAW VALLEY FIRE AND RESCUE							
Vote For 1							
01 - John S Scott		5	71.43				
02 - Keith Stanton		2	28.57	04 = OVER VOTES		0	
03 - WRITE-IN		0		05 = UNDER VOTES		1	
		-----					
	01	02	03	04	05		
	-----		-----				
0001 P01	5	2	0	0	1		



S .w Valley Fire and Rescue Director Position 2  
 Vote For 1

VOTES PERCENT

VOTES PERCENT

01 = Lori A Gates  
 02 = WRITE-IN

2,978 99.37  
 19 .63

03 = OVER VOTES  
 04 = UNDER VOTES

0  
 2,017

	01	02	03	04
0702 702	1027	8	0	733
0704 704	8	0	0	8
4500	336	4	0	229
4601	745	5	0	446
4602	862	2	0	601

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.

*Cheryl L. Betschart*

Cheryl L. Betschart, County Clerk  
 Lane County, Oregon

*June 6, 2013*





		VOTES		PERCENT			VOTES		PERCENT
DIRECTOR, POSITION 2 Siuslaw Valley Fire and Rescue									
Vote For 1									
01 = Lori A Gates		6	100.00		03 = OVER VOTES			0	
02 = WRITE-IN		0			04 = UNDER VOTES			2	
-----									
	01	02	03	04					
-----									
0001 P01		6	0	0	2				





# Siuslaw Valley Fire and Rescue

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2625 Highway 101 North  
Florence, OR 97439-9702  
(541) 997-3212

June 20, 2013

Lane County Elections  
275 West 10<sup>th</sup> Avenue  
Eugene, OR 97401-3008

Attn: Cheryl Betschart, Lane County Clerk

**RE: Certification of May 21, 2013 Special Election Results**

Dear Ms. Betschart:

This is to acknowledge that at our Board Meeting held on June 19, 2013, the Board of Directors accepted the results of the May 21, 2013 Special Election of the two board members, as follows:

Director Position 1 – John S. Scott

Director Position 2 – Lori A. Gates

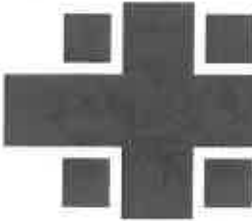
You will note that Directors John Scott and Lori Gates are qualified to hold these positions with Siuslaw Valley Fire and Rescue.

Respectfully,

**SIUSLAW VALLEY FIRE AND RESCUE**

  
STEVE OLIENYK  
Board President

cc: Russell D. Poppe, Attorney



## RICHARD MAXWELL CPA LLC

1600 Valley River Dr., Suite 370, Eugene, OR 97401 • (541) 334-4498 • fax (541) 334-1755

May 29, 2013

John Buchanan, Fire Chief  
Siuslaw Valley Fire and Rescue  
2625 Highway 101 North  
Florence, OR 97439

**THIS ADDENDUM #2** is to that contract dated April 1, 2009 and addendum dated April 29, 2011, entered into by and between Siuslaw Valley Fire and Rescue and Maxwell & Company, Certified Public Accountants, and makes the following modification to said contract:

The contractor name shall be changed from Maxwell & Company, Certified Public Accountants to Richard Maxwell CPA LLC.

All other terms and conditions of the April 1, 2009 contract and April 29, 2011 addendum shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have executed this Addendum this 19<sup>th</sup> day of June, 2013.

Sincerely,

Richard Maxwell  
for Richard Maxwell CPA LLC

### RESPONSE:

This letter correctly sets forth the understanding of Siuslaw Valley Fire and Rescue

By James H. Huston

Title: Division Chief

Date: June 19, 2013



## Memorandum

**Date:** June 14, 2013

**To:** Board of Directors, Siuslaw Valley Fire and Rescue

**From:** Bill Linhart, Associate

**Subject:** Draft Brochure for Executive Recruitment

Enclosed please find a draft copy of the recruiting brochure. Please review and modify the brochure as appropriate.

I need decision points on a few items as there was a variance on input or I didn't receive input on the issue.

1. Consolidation experience and/or familiarity – I did not list this, as I understood from some that this was somewhat confidential; however, many people seemed to know about it. It would make sense that if this is a probability, then asking for someone with experience and/or familiarity should be noted in the recruitment.
2. Need a starting salary and/or salary range
3. Psychological examination – Almost all organizations require the medical/physical exam, especially when the chief is expected to respond operationally, when required. The psychological examination is about 50/50 in the fire service. You see this exam much more in the police service. If the department already requires it for employees, then we would follow that policy. A thorough background investigation will sometimes identify red-flag issues to consider.
4. Probationary period – I received input that suggested six months to one year. The chief serves at the pleasure of the board and is exempt from FLSA; not sure, the probationary period is needed. However, it may facilitate a termination, if required. I hope that this will not be a factor in this selection.

The associates' degree and the years of service requirements are consistent with recruitments of this nature. The applicant will evaluate better with more education and experience. We look at both the quality and quantity when evaluating education and experience.

I do not need a decision at this point, but will need one prior to the phone interviews regarding what, if any, reimbursements will be made to candidates who are selected to participate in the final selection process October 17 –19, 2013. The approach to this covers a wide spectrum. In the last year, I have seen anything from zero reimbursement to \$1,000.00. Reimbursements are for actual and reasonable costs associated with travel and receipts are generally required. I have seen some organizations provide lodging and meals on a direct billing when onsite and applicants take care of the travel costs. Again, this is solely a budget and comfort issue of the Board. The onsite process assumes no more than eight candidates.

## Salary, Benefits, and Job Offer Contingencies

Siuslaw Valley Fire and Rescue is offering a salary of \_\_\_\_\_ with generous benefits for this position. Candidate given a contingent job offer will be expected to pass a medical, physical, and psychological examination along with a background inquiry prior to hiring. December 1, 2013 is the target hiring date. The residency policy requires that staff reside no further than five miles outside of the district. The chief will serve in a probationary status for \_\_\_\_\_



## Application Process

Application materials are available at [www.escl.us](http://www.escl.us) under employment opportunities

Candidates must submit a completed application package no later than 4:00pm PST, Thursday, August 22, 2013. Application packages must include the following:

- Completed and signed application
- Resume
- Response to any supplemental questions
- Other documentation deemed appropriate

Mail completed application packages to:

Siuslaw Valley Fire and Rescue, C/O Emergency Services Consulting International  
25200 SW Parkway Suite 3, Wilsonville, OR 97070 | 800.757.3724

Candidates please note the following anticipated dates for those selected to participate:

- Phone Interviews: September 5 - 6, 2013
- Final selection activities in Florence, OR: October 17 - 19, 2013



Siuslaw Valley Fire and Rescue  
Florence, Oregon

**Executive Recruitment for the position of**

# Fire Chief



Recruiting for a leader who shares our mission and will facilitate its progress.

## Mission Statement

*"To preserve and improve the quality of life for all who live, work, visit, and invest in the community of Florence, Oregon and the rural district that surrounds the city through the efficient delivery of emergency services supported by aggressive fire prevention and public education"*

**Apply Now—Recruitment Closes Thursday, August 22, 2013**

Executive recruitment conducted by:



## The District

Siuslaw Valley Fire and Rescue is headquartered in the majestic central coastal community of Florence, Oregon. The Florence area has offerings for everyone. The Pacific Ocean with its views, fishing, boating, and beach walking is the natural western border of Florence. It is home to the Oregon Dunes National Recreation Area, which provides mountains of sand. Florence even has a historic Old Town with a boardwalk and a variety of shops. Annually Florence hosts the Rhododendron Festival in May and has America's largest sea cave, the Sea Lions Cave, which attracts over 150,000 visitors each year. The district covers nearly 120 square miles of scenic Western Lane County and is home to approximately 25,000 people. Estimates reveal the district's population could grow an additional 5,000 people in the next five years. For more information on the Florence area, please visit [www.florencechamber.com](http://www.florencechamber.com) and [www.midcoastwave.com](http://www.midcoastwave.com)



## The Department

Siuslaw Valley Fire and Rescue is a combination department with eight career and approximately 50 volunteer staff providing service through six active stations. The 2012 total service calls was 421. Forty-six percent of the calls were within the City of Florence. In addition to fire response and suppression, the department



provides a number of services including fire prevention, public education, medical assists, and marine search and rescue. Primary EMS services are provided by The Western Lane Ambulance Authority.

## The Fire Chief Position

The fire chief is responsible to the Board of Directors for the effective and efficient leadership of the department. The fire chief is tasked with planning, organizing, directing, and leading the fire district's operations and administrative functions. The fire chief supervises directly, or through subordinate managers, volunteer, career, and civilian staff in carrying out the mission of the department. The fire chief coordinates services and operations with entities such as other public safety partners, government agencies, civic groups, commercial enterprises, and the media. This position is exempt from the Fair Labor Standards Act.



## Attributes

The following is a representative sample of attributes necessary to be successful in this position:

- Proven progressive leader that relates well with others
- Ability to respond and assume operational command of an incident, as appropriate
- Knowledge and experience in public administration as it relates to the fire service and public safety
- Ability to maintain and enhance the effective balance of career and volunteer personnel
- Ability to provide effective leadership in all areas of the district that builds trust and confidence
- Ability to effectively communicate orally and in writing
- Demonstrated level of engagement in the community, both personally and organizationally
- High-level of professionalism and work ethic
- Proven decision maker
- Ability to anticipate future challenges/issues and develop mitigation strategies
- Ability to build and maintain effective working and interpersonal relationships with the community, other public safety, political entities, subordinates, peers, and the governing body
- Involvement in public safety beyond the local level
- Knowledge in modern techniques and operational principles and practices of fire, EMS, search and rescue, prevention, investigation, and suppression activities
- Experience in recruiting, selecting, training, recognizing, and retaining volunteer and career staff
- Skills in team building with the ability to mentor
- Ability to stay abreast of the issues locally, regionally, and statewide



## Qualifications

- Associates degree in fire service administration, technology, operations, business, management, public administration; or a related field. Bachelor degree and/or Executive Fire Officer (EFO) preferred
- A minimum of ten years of fire service experience in a combination department. Career experience in one agency and volunteer experience in another may be considered
- A minimum of five years of supervisory/leadership experience in the fire service comparable to a Battalion Chief or higher in a combination department (the five years may be part of the ten years noted above)
- Or a combination of education, experience, and/or training that is clearly indicative that the candidate has the ability to perform at the CEO level for this organization
- Must hold, or be able to obtain, a valid Oregon driver's license in accordance with Oregon Statute
- ICS experience and training in the 100, 200, 300, 400, and 700 levels
- Experience in an organization that provides EMS services
- EMT Basic certification
- Hazardous materials awareness through training and/or experience
- Disaster planning and response training and/or experience
- Fire prevention and public education training and/or experience
- Possess basic fire instructor certification (or comparable) training program development or management experience preferred
- Demonstrated effective personal and organizational involvement in the community
- Demonstrated knowledge and experience in the administrative functions including budget development and administration, human resources management, strategic planning, and organizational development
- Experience and/or familiarity with consolidation activities

Siuslaw Valley Fire and Rescue  
Florence, OR

Executive Recruitment  
Fire Chief

(photo here)

Recruiting for a leader who shares our mission and will facilitate its progress

Mission Statement

"To preserve and improve the quality of life for all who live, work, visit, and invest in the community of Florence, Oregon and the rural district that surrounds the city through the efficient delivery of emergency services supported by aggressive fire prevention and public education"

Apply Now...

Recruitment closes Thursday August 22, 2013 - 4PM (PST)

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(photo)

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(photo)

### **Salary, Benefits and Job Offer Contingencies**

Siuslaw Valley Fire and Rescue is offering a salary of \_\_\_\_\_ with generous benefits for this position. Candidate given a contingent job offer will be expected to pass a medical, physical, and psychological examination along with a background inquiry prior to hiring. December 1, 2013 is the target hiring date. The residency policy requires that staff reside no further than five miles outside of the district. The chief will serve in a probationary status for \_\_\_\_\_.



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## **Application Process**

**Application materials are available at [www.esci.us](http://www.esci.us) under employment opportunities**

Candidates must submit a completed application package no later than **4:00pm PST, Thursday, August 22, 2013**. Application packages must include the following:

- Completed and signed application
- Resume
- Response to any supplemental questions
- Other documentation deemed appropriate

Mail completed application packages to:

Siuslaw Valley Fire and Rescue, C/O Emergency Services Consulting International  
25200 SW Parkway Suite 3, Wilsonville, OR 97070 | 800.757.3724

Candidates please note the following anticipated dates for those selected to participate:

- Phone interviews: September 5 – 6, 2013
- Final selection activities in Florence, OR: October 17 – 19, 2013