

**KEIZER RURAL FIRE PROTECTION DISTRICT  
661 CHEMAWA ROAD NE  
KEIZER, OREGON**

**REGULAR BOARD MEETING**

July 19, 2016

**Life Saving Award Presentation** – At 7:00 pm President Joe Van Meter presented the Bob Wickman Lifesaving Award to Brad Dickerson and Austin Snelling for their efforts in utilizing an Automatic External Defibrillator (AED) to save the life of Sharon Winters at Target on 03/12/16. Sharon Winters expressed her gratitude to Brad, Austin and the Keizer Fire District. Sharon's family was also present consisting of: Cassandra Winters, Gary Winters, Hunter Winters and Dana Winters. After the presentation of the award guests were offered refreshments.

**Call to Order** – President Joe Van Meter called the meeting to order at 7:13 p.m. Directors present included: Betty Hart, Chet Patterson, Ron Christopher, and Mike Bauer.

**Roll Call** – Those present at the Board meeting included: Fire Chief Jeff Cowan, Deputy Chief Jackson, Division Chief Brian Butler, Office Manager Vickey Dosier, Captain Christina Wilson, Lieutenant Jon Crow, Firefighters Bill Herring, Tim Coburn and Sean Cummings, Budget Committee Members Colleen Busch and Bill Quinn, Citizen Dave Bauer and Keizer Times Derek Wiley.

**Pledge of Allegiance**

**Election of Board Officers:** Chet Patterson made a motion to maintain the current board officer positions. Betty Hart seconded. The motion carried unanimously.

**Minutes** – Betty Hart made a motion to approve the Minutes of June 21, 2016. Mike Bauer seconded the motion. Discussion. The motion carried unanimously.

**Correspondence** – Thank you from the Keizer Community Library for the District's help in getting the annual book sale set up. Thank you from Victor Wright for the response to a friend at the Civil War re-enactment.

**Guest Input** – Bill Quinn thanked the board for their service over the past year.

**Organizational Input**

IAFF Local 3881 – None.

KVFA – None.

**Old Business** – Chief Cowan provided an overview of the AED policy # 8.02 for the second reading. Betty Hart made a motion to approve Policy 8.02 as presented. Chet Patterson seconded the motion. The motion carried unanimously.

**Reports**

Financial Report – Betty Hart provided a brief overview of the financial report and reported that Ambulance Revenue had come in at \$1,124,000 exceeding the budget estimate. She noted that Overtime came in at only 67% of budget for the year, mainly a result of extra staffing. She continued by noting that since it is year-end some financial information will change once the annual audit is completed. Ron Christopher made a motion to accept the financial report as presented. Mike Bauer seconded the motion. The motion carried unanimously.

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Board Member Reports – Betty Hart reported that she had attended Coffee with Cathy and that the agenda consisted of community policing, a work session for City Council and next year’s planning for the eclipse event. Betty continued by reporting that she and Chet Patterson had attended the audit pre-planning meeting with the auditors from AKT to discuss the upcoming audit process.

### **Chief/Staff Reports**

Chief Cowan reported that he had attended the Keizer Fire Foundation and they are reviewing the draft bylaws. Thank you to Chet Patterson for creating the bylaws.

Chief Jackson presented a brief overview of the current status of the two ambulance billing proposals that have been solicited by Marion County and the City of Dallas. Those agencies have both already sent the required six month notice to Intermedix that they will be terminating their billing services as of 12/31/16. After much discussion President Van Meter asked that the issue be referred to the finance committee.

### **New Business**

SDIS – Employer Option for Reimbursement of Medical Expenses –Agent of Record, Dave Bauer gave a brief overview of the optional program to reimburse SDIS for non-disabling claims on an annual basis in order to reduce the experience modification for worker’s compensation insurance. Discussion ensued. Chet Patterson made a motion to enroll in the Employer Option for Reimbursement of Medical Expenses through SDIS. Betty Hart seconded the motion. The motion carried unanimously.

Authorization to purchase MSA Breathing Apparatus – Chief Butler provided a brief overview of the MSA airpack purchase agreement in the amount of \$219,630.90. Ron Christopher made a motion to approve the purchase agreement with SeaWestern Fire Fighting Equipment, barring any public comments during the open comment period, for 35 “G1” Breathing Apparatus and associated equipment in the amount of \$219,630.90. Betty Hart seconded the motion. The motion carried unanimously.

Authorization to purchase brush truck – Chief Butler provided a brief overview of the purchase for a Ford F-550 Brush Truck through the HGAC Interstate Cooperative purchasing agreement in the amount of \$186,037.00. Discussion ensued. Mike Bauer made a motion to approve the purchase agreement with Pierce Mfg., Inc. for a new F-550 brush truck as specified barring any public comments during the open comment period for a purchase price in the amount of \$186,037.00. Chet Patterson seconded the motion. The motion carried unanimously.

**Other Business** – None.

**Good of the Order** – Chief Cowan reminded everyone of National Night Out on August 2<sup>nd</sup> and stated that he is coordinating for his neighborhood.

Joe Van Meter asked staff to begin working on earthquake preparedness and to bring back a report to the board. Betty Hart stated that it should also be added to the five year plan.

**Pay Bills** – Chet Patterson made a motion to pay the bills. Ron Christopher seconded the motion. The motion carried unanimously.

**Adjourn** – President Van Meter declared the meeting adjourned at 8:23 pm.

Respectfully submitted,

Mike Bauer  
Secretary