

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

**REGULAR BOARD MEETING**

October 20, 2015

**Call to Order** – President Joe Van Meter called the meeting to order at 7:00 p.m. Directors present included: Ron Christopher, Mike Bauer, Betty Hart and Chet Patterson.

**Roll Call** – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chief Hector Blanco, Division Chief Brian Butler, Office Manager Vickey Dosier, Captain Christina Wilson, Firefighters Aaron Pittis and Rachel Brozovich, Budget Committee Member Colleen Busch, Volunteer Firefighter Bob Busch, SDAO Member Jason Jantzen and Citizen Bill Quinn.

**Pledge of Allegiance**

**Minutes** – Chet Patterson made a motion to approve the Board Meeting Minutes of September 15, 2015. Betty Hart seconded the motion. Discussion. The motion carried unanimously.

**Correspondence** – Office Manager Dosier presented a thank you card from Simonka House and a thank you card from Lakepoint Community Church for participating in Servefest 2015.

**Guest Input** – None. Chief Blanco introduced Jason Jantzen from Special Districts Association of Oregon (SDAO).

**Organizational Input**

IAFF Local 3881 – None.

KVFA – None.

**Old Business**

Bond Update - Chief Cowan presented a brief overview of the upcoming ballot measure and the fact that both the Statesman Journal and the Keizer Times have endorsed it.

Policy 10.21 Water Rescue – Chief Blanco presented the second reading of Policy 10.21 Water Rescue. Discussion ensued. Mike Bauer made a motion to approve Policy 10.21 Water Rescue. Betty Hart seconded the motion. The motion carried unanimously.

Policy 11.08 Health & Wellness – Chief Blanco presented the second reading of Policy 11.08 Health & Wellness and stated that the District has still not heard from the grant coordinators. If the grant is not approved the District may have to come up with some creative financing. Discussion ensued. Betty Hart made a motion to approve Policy 11.08 Health & Wellness. Chet Patterson seconded the motion. The motion carried unanimously.

**Reports**

Financial Report – Betty Hart provided a brief overview of the financial report outlining a couple of large quarterly payments for Worker’s Compensation Insurance and Dispatch Services. Ron Christopher made a motion to accept the financial report as submitted. Mike Bauer seconded the motion. The motion carried unanimously.

Board Member Reports – Chief Cowan stated that he, Betty and Chet have been attending the Mayor’s Breakfast once per month.

## **Chief/Staff Reports**

Chief Cowan reported that the operations issues such as call statistics have been moved over to Chief Butler's report in the board packets. Chief Cowan stated that the District has been involved in community events such as the Open House, Servefest 2015 and Liberty House.

Chief Cowan reported that he had met with Victoria Shinn from US Bank to discuss the beginning stages of setting up a foundation for the District. The District was bequeathed a house several years ago and once the owner passes will need to have a plan for it. Discussion ensued. More research to be accomplished.

Chief Cowan reported that the modified staffing plan is now standard operating procedure after three years of data and therefore the reports from such will no longer be provided in the board packets.

## **New Business**

Policy 8.05 Apparatus Inspections - Chief Cowan began to present the first reading of Policy 8.05 Apparatus Inspections and stated that the district would like to withdraw this from policies and make it into an operational guideline instead. Discussion ensued. Board agreed.

Policy 6.29 Volunteer Minimum Participation Requirements – Chief Cowan presented the first review of revisions to the policy and asked for questions.

Board Policy – Section A – Chief Cowan presented the first review of Board Policy – Section A which included an update of the new board members and an addition of the Pledge of Allegiance to the board meeting order of business.

Surplus of R353 – Chief Cowan presented a report on the intent to sell Rescue 353 at State Surplus. The unit R353 has been out of service the majority of the last couple of years. Chet Patterson made a motion to surplus R353. Ron Christopher seconded the motion. The motion carried unanimously.

Ambulance Purchase – Chief Cowan stated that the first ambulance unit will be ready to pick up on October 28, 2015 and payment is due open receipt. He continued by stating that Chief Butler will be going to pick it up, inspect the unit and initiate any minor changes necessary before accepting receipt of the unit. Chief Cowan asked for a motion to pay for the ambulance purchase upon acceptance. Ron Christopher made a motion to pay for the ambulance on check #22337 in the amount of \$234,220 upon acceptance. Chet Patterson seconded the motion. The motion carried unanimously.

**Other Business** –None.

**Good of the Order** – Chief Cowan presented the district with its 10% discount from Special Districts Insurance Services (SDIS) for completing all requirements of the best practices checklist.

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

**Adjourn** – President Van Meter declared the meeting adjourned at 7:47 p.m.

Respectfully submitted,

Mike Bauer  
Secretary