

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

REGULAR BOARD MEETING

January 17, 2017

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

Roll Call –Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chief Hector Blanco, Division Chief Brian Butler, Shift Commander Ryan Russell, Captain Aaron Pittis, Lieutenant Rachel Brozovich, Firefighter Jason Perkins, Matt Dryden and Aaron Rowland, Volunteer Firefighter Dale Slater, Retired Volunteer Firefighter Bob Busch, Budget Committee Members Colleen Busch and Citizen Jerry Wade.

Pledge of Allegiance

Minutes – Chet Patterson made a motion to approve the Minutes of December 20, 2016. Ron Christopher seconded the motion. The motion carried unanimously.

Correspondence – Two thank you notes were presented, one from Dave Smith and one from the Baldwin family.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – None.

Old Business –

Firefighter/Paramedic Vacancy - Chief Cowan presented a brief update that the two candidates that were given conditional offers are now in the process of the physical and psychological evaluation. Start date hopefully around the first of February.

Deputy Fire Marshal Vacancy – Chief Cowan presented a brief update that the job description should be approved at the Civil Service Commission meeting on January 25th followed by posting the vacancy again in February followed by the assessment center in March.

Clerk Position – Chief Cowan stated that the clerk interviews are being held this week and hopefully a candidate will be able to start around the first of February.

Budget Committee and Civil Service Commission Vacancy – Chief Cowan stated that both position have been advertised for with a closing date of January 27, 2017. Candidates will be asked to attend the February board meeting for brief interviews.

Keizer Fire Foundation – Chief Cowan presented a brief update that the foundation is meeting on January 26, 2017 to review and approve the necessary documentation for the state filing requirements.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. The District has received 94% of its budgeted revenue from property taxes. Ambulance revenue continues to be on target but may have a lag due to the change in billing vendors. Halfway through the year and budget to actuals are on

track. Although overtime was up again in December it is still only at 26% of budget as of December. The first G.O. Bond interest payment was made in December and bond purchases are continuing. Mike Bauer made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports – Betty Hart attended the SDAO legislative day and heard presentations on the State Budget, PERS Unfunded Actuarial Liability, Recreational Immunity, Public Records Requests and Urban Services Agreements. Betty Hart attended coffee with Cathy and there was an update on the parks survey available on the City website.

Chief/Staff Reports

Chief Cowan reported that after much discussion with management staff the district has decided not to apply for the SAFER grant for hiring this year. However, the SAFER grant for volunteer recruitment will be applied for.

Chief Cowan distributed a memo on the call statistics for the shift commander trial to be utilized as a baseline for future reports. Mike Bauer asked for additional information regarding hours spent mentoring, normal workloads, etc. Much discussion ensued. Board consensus to come up with some more measures including mentoring (results or outcome of mentoring), normal workload, how much extra time is being put in to accomplish normal workload, etc. Chet Patterson asked for the Shift Commander Trial to be a recurring agenda item for monthly updates.

New Business – None.

Other Business - Betty Hart stated that she had entered the SDAO Facebook contest and actually won the prize of a free registration to the upcoming conference which she will be attending in February.

Betty Hart expressed appreciation to staff on the number of difficult calls that have occurred lately.

Good of the Order – Joe Van Meter reported that the Firefighter Awards Reception will be held on January 23, 2017 at 6:30 pm and the board is invited.

Chief Cowan invited everyone to a show and tell on the new Polaris if interested.

Pay Bills – Ron Christopher made a motion to pay the bills. Chet Patterson seconded the motion. Mike Bauer declared an actual conflict of interest and abstained from the vote. The motion carried unanimously.

Adjourn – President Van Meter declared the meeting adjourned at 7:48 pm.

Respectfully submitted,

Mike Bauer
Secretary