

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

REGULAR BOARD MEETING

September 18, 2018

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

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Brian Butler and Ryan Russell, Deputy Fire Marshal Anne-Marie Storms, Firefighter Mike Jensen, Volunteer Firefighter Tony Ling, Budget Committee Members Kelly Walther, Colleen Busch and John Rizzo, Citizens Bob Busch and Paco Rosas.

Pledge of Allegiance

Minutes – Joe Van Meter made a motion to approve the Minutes of August 21, 2018. Betty Hart seconded the motion. Greg Ego abstained. The motion carried.

Correspondence – A thank you card from Eriks Gablicks was received. Colleen Busch offered her thanks for the flowers on the passing of her mother.

Guest Input – None.

Organizational Input

IAFF Local 3881 – Mike Jensen was introduced as the new Union President.

KVFA – None.

Old Business

Levy Renewal – Chief Cowan presented an overview of the progress on the levy consisting of a flyer which has been approved and is in the process of being printed. Joe Van Meter thanked the Union for their donation to the Political Action Committee (PAC). Betty Hart will pursue a donation from the KVFA. The PAC hosted a greeters breakfast this morning at Keizer Fire District with apx. 84 people in attendance.

Policy 12.01 Standing Orders & Treatment Protocols – Chief Cowan provided a brief overview of Policy 12.01 Standing Orders & Treatment Protocols in the second reading of the policy. Joe Van Meter made a motion to approve Policy 12.01 as presented. Betty Hart seconded the motion. The motion carried unanimously.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. Overall the expenses are still under budget for the 17% projected at this time of year. Overtime was up a little for August due to vacations and a crew sent on a conflagration. Greg Ego made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

Board Member Reports – Chet Patterson reported that the greeters meeting this morning went very well for both the levy and the foundation. The foundation received their first donor gift as ServePro has offered to buy one AED. The foundation is hoping to purchase twelve AED's in total. Hopefully after the well-received presentation this morning there will be some more action in that direction.

Betty Hart was unable to attend Coffee with Cathy in August or September but hopes to be able to start again in October. Was able to attend the Keizer United monthly meeting and was able to promote the upcoming Open House at that event.

Chief/Staff Reports – Chief Cowan reported a correction to his board report. He was unable to attend this morning's Captain's meeting and attended the greeters meeting instead. Chief Butler reported that we have two employees leaving for Salem Fire on October 1st and we are interviewing two this week from a pool of five after which we will make job offers with a tentative start date of November 1st. Chief Russell reported that there will be nine work stations in the new medic room when it gets completed and the quotes for the furniture have just arrived so we will be moving forward. Anne-Marie Storms reported a correction on her report. The tree lighting ceremony will actually be on December 4th. Betty Hart inquired about the time for the Open House and Anne-Marie reported that it will be held from 6:30 – 8:30 pm on October 8, 2018.

New Business

Policy 6.29 Volunteer Minimum Participation Requirements – Chief Cowan presented Policy 6.29 for the first reading. Greg Ego stated that it makes sense and clarifies requirements for volunteer staff. Chet Patterson stated that Policy 6.29 would be on the agenda for the October meeting for the second reading and action.

Policy 6.30 LOSAP – Chief Cowan presented Policy 6.30 for the first reading. Chief Butler provided an overview of the recommended changes to the policy and the requirements for qualifying. Policy 6.30 will be on the agenda for the October meeting for the second reading and action.

Finance Officer Retirement – Chief Cowan presented an overview of Finance Officer Vickey Dosier's retirement on October 31, 2018. He recommended that the board accept the letter of retirement and authorize the Fire Chief to enter into an employment contract and replacement plan through the Personnel Committee. Greg Ego stated that the Personnel Committee already has a meeting date set for October 2, 2018. Joe Van Meter made a motion to accept the recommendation of the Fire Chief. Greg Ego seconded the motion. The motion carried unanimously.

Other Business – None.

Good of the Order – Betty Hart reported that the foundation did a great job hosting the greeters meeting and staff was very helpful in setting up the room.

Pay Bills – Greg Ego made a motion to pay the bills. Joe Van Meter seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 7:28 pm.

Respectfully submitted,

Chet Patterson
President