

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

**REGULAR BOARD MEETING  
February 19, 2019**

**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.

**Pledge of Allegiance**

**Roll Call** –Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Brian Butler, Hector Blanco and Ryan Russell, Captain Christina Wilson, Captain Aaron Pittis, IAFF President Mike Jensen, Budget Committee Member Bill Quinn, Budget Committee Applicants Ali Rasouli, Patti Tischer, Elliot Groeneveld, Keizer Times Matt Rawlings.

**Minutes** – Joe Van Meter made a motion to approve the Minutes of January 15, 2019. Greg Ego seconded the motion. The motion carried unanimously.

**Correspondence** – Thank you letter from Keizer United was received.

**Guest Input** – None.

**Organizational Input**

IAFF Local 3881 – None.

KVFA – None.

**Old Business-**

**Budget Committee Vacancies-** President Chet Patterson asked the three Budget Committee applicants to introduce themselves. The Board then asked them all the same six interview questions. After the interviews, the Board voted to elect two Budget Committee members. Patti Tischer got 5 votes, Elliot Groeneveld got 3 votes and Ali Rasouli got 2 votes. Ron Christopher made a motion to elect Patti Tischer and Elliot Groeneveld to the Budget Committee for the 3 year term ending on December 31, 2021. Greg Ego seconded the motion. The motion carried unanimously.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. Ambulance revenue was received at \$112,000. We received more revenue in January than December. It is anticipated that we will start to see ambulance revenue correct itself over the next few months. She stated we will hopefully be receiving enough in taxes in February and May to complete the anticipated taxes to be collected.

Overtime is down. There were some leave pay off costs due to two resignations. Greg Ego made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

**Board Member Reports** – Greg Ego stated he will have an IT Committee report for the March Board Meeting. President Chet Patterson gave an update on Keizer Fire Foundation. They put in a grant with Firehouse Subs for 10 AED's. They spoke with Salem Electric about music in the park and being a part of it. Proceeds would go to the foundation. Joe Van Meter gave a report on the SDAO Legislative Days. There were several legislative bills reviewed. There are about 40 bills with PERS in their title. Betty Hart and Ron Christopher gave a report on the SDAO Conference discussing the sessions on Cyber Security, Pay Equity, and Planning Process and Recruiting a High Impact Board & Board Members and Pitfalls. Joe Van Meter stated he would like the district name change to go back on the agenda for next month.

**Chief/Staff Reports** – Greg Ego asked if ambulance billing was ever going to catch up. President Chet Patterson stated Medicare/Medicaid takes time. Betty Hart stated we received the normal amount for January, but not extra. Joe Van Meter stated his support of the CPR machine and the Crewsense program in Chief Brian Butler's report. Greg Ego asked about filling the two positions for the firefighters that just resigned. Div. Chief Brian Butler stated that we have filled one position and offered the other position to someone, but he turned us down. We are going to temp hire one or two people for those positions. Div. Chief Butler stated that we have exhausted the entrance register and need to start a new list and hope to have it done by June 1st. We will have to have a Civil Service Commission meeting. Chief Jeff Cowan stated that since Cody Heidt has been hired, Anne-Marie Storms has more time to work on issues that are going on at a state level. Cody Heidt and Anne-Marie Storms are currently working on high risk occupancy residents. They have inspected all of the ones in our district and are working on re-inspections now.

#### **New Business**

**Budget Officer and Calendar FY 19-20-** Chief Cowan stated that a Budget Officer needs to be elected and the Budget Calendar adopted according to Public Meetings Law. He also stated that standardly the Fire Chief is elected to be the Budget Officer. Greg Ego moved the elect Chief Jeff Cowan as the Budget Officer and adopt the Budget Calendar FY 19-20. Joe Van Meter seconded the motion. The motion carried unanimously.

**5 Year Apparatus Replacement Plan- Bond Fund-** Div. Chief Brian Butler reviewed the plan stating that units could be going up 2.5-3% every year. Ambulances may go up if they are required to follow NFPA standards.

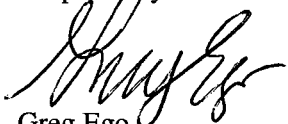
**Other Business** – Greg Ego stated that he will get the evaluation forms together and sent out for Chief Jeff Cowan's review. He would like to have the forms back by April 2<sup>nd</sup>. Chief Jeff Cowan stated that he is going to have Speer Hoyt come and do a board training session in March. Chief Jeff Cowan is going to the OFCA Roundtable next week.

**Good of the Order** – Betty Hart thanked Div. Chief Blanco for driving her to the SDAO Conference, Anne-Marie Storms for the basket for the SDAO Conference and John Fowler for all the work he does with the volunteers. Joe Van Meter thanked Capt. Aaron Pittis for his report on the jet skis.

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

**Adjourn** – President Chet Patterson declared the meeting adjourned at 8:04 pm.

Respectfully submitted,



Greg Ego  
Secretary