

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

REGULAR BOARD MEETING

June 18, 2019

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

Roll Call – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chief Brian Butler, EMS Billing Manager Randy Jackson, Deputy Fire Marshal Anne-Marie Storms, Lieutenant Jeff Gallinger, Firefighter Casey Finnerty, Volunteer Firefighter Cameron Whitney, Budget Committee Members Colleen Busch, Kelly Walther and Bill Quinn, Citizen Dave Bauer

Pledge of Allegiance

Minutes – Greg Ego made a motion to approve the Minutes of May 21, 2019. Joe Van Meter seconded the motion. The motion carried unanimously.

Budget Hearing – President Chet Patterson opened the public hearing for the FY 2019/20 budget at 7:01 pm and asked for any comments. There were no comments.

President Chet Patterson closed the public hearing at 7:02 pm.

Correspondence – None.

Guest Input – None.

Organizational Input

IAFF Local 3881 – None.

KVFA – None.

Old Business – Chief Cowan provided a brief overview of Policy 8.03 Use of District Staff Vehicles in the second reading of the policy. Greg Ego made a motion to approve Policy 8.03 as presented. Joe Van Meter 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 \$155,466. We will be a little less than the \$1.7 million budgeted. Everything else is pretty normal. We made two payments to Systems Design last month. The bond interest and principal payment was made.

Ron Christopher made a motion to accept the financial report as presented. Joe Van Meter seconded the motion. The motion carried unanimously.

Board Member Reports – Betty Hart stated she went to Coffee with Cathy. They discussed that the city is appointing a new charter review committee, there's I-5 construction going on, the ADA ramps are almost corrected, and River Road will be paved in July. There's a group getting together to work on getting air service in Salem. You can visit the website at www.flysle.com for more information. On September 3rd, the last bus will leave the station, and on September 7th Saturday service will start.

Chief/Staff Reports –

There's a dispatch consolidation with METCOM and WVCC. There's a 190 agreement being worked on. There is a correction on page 2 of my report. We have two out on injury leave. There is Beatles cover band playing at the amphitheater on Friday. Proceeds will go to Keizer Fire Foundation. Chief, Local IAFF members and KVFA volunteers will be there to pass the boot. Keizer Fire Foundation and Anne-Marie will be there to present the AED.

New Business

Worker's Compensation Renewal – Agent of Record Dave Bauer presented the workers compensation renewal package and presented a brief overview of the increases in this year's renewal. He went over what the benefits are and the buy-back of claims. The process hasn't been completed for the renewal. They need to get the updated renewal information. The policy auto-renews, but don't have the exact rate. It will be \$4500 less over the next four years due to the buy-back of claims. Nathan will have numbers for you at the July Board Meeting.

Resolution to Adopt Budget, make Appropriations, Impose and Categorize Taxes for FY 19/20. – Chief Cowan recommended that the board adopt resolution 2019-03 as presented for the budget that was approved by the budget committee in May. Greg Ego made a motion to adopt the budget, make appropriations and impose and categorize taxes for FY 19/20 as presented in resolution 2019-03. Joe Van Meter seconded the motion. The motion carried unanimously.

Ambulance Rate Increase – Chief Jackson stated that the City of Salem had just approved the increase at their June meeting, and Marion County is on board to approve the increase on June 19th. The District typically follows those agencies in order to remain consistent for ambulance billing. Betty Hart made a motion to approve the ambulance rate increase by adopting resolution 2019-04 as presented. Greg Ego seconded the motion. The motion carried unanimously.

Letter for Assisted Living Facilities- Chief Cowan stated we have approximately 75-100 calls for lift assists. Assisted facilities are required to be staffed adequately to put people back to bed. If there was a care facility that had excessive lift assists, we could send them this letter. This is a deterrent tool for them to be staffed. We could also report them to Oregon Health Authority if they have a lack of adequate staffing. We could currently charge them \$60 for every lift assist. There is concern that the facility would just pass this fee onto the patients. There are some situations that this would not apply. There is independent living where people have their own cell phones and call 911. We would monitor those calls and work with the care facilities. This would be on a case by case basis. The Board would like to stay updated on this. There was a motion to move forward with this letter. The motion was carried unanimously.

District Support of Keizer Fire Foundation- Chief Cowan stated that he had a legal review done, and there is no ethical issue with the district supporting the Keizer Fire Foundation. We could assist with funds for things such as the website and treat it like a donation. Ron Christopher asked if there is a limit on the amount the district can donate. Chief Cowan stated no, there is no limit. Chief Cowan stated he is trying to be transparent and is not looking at action to donate funds at this time, just for the district to support the Keizer Fire Foundation. Chet Patterson declared a conflict of interest. It was noted as so. Betty Hart made a motion that Keizer Fire District supports the Keizer Fire Foundation. Greg Ego seconded the motion. The motion carried unanimously.

Approval of Election Results – Chief Cowan presented the acceptance of results and abstract of votes as presented from Marion County elections. Congratulations to Chet Patterson, Betty Hart and Greg Ego for being re-elected to their positions. Ron Christopher made a motion to accept the elections results as presented. Joe Van Meter seconded the motion. The motion carried unanimously.

Systems Design Agreement for Participation in the OR-GEMT- Chief Jackson reviewed the OR-GEMT program and gave an estimated cost to participate and the estimated amount that the district will

receive. There is extensive paperwork that needs to be done. Systems Design recommended a company to work with to assist us. There is a cost analysis that will need to be done. We may need to do a supplemental budget because of the fees. Betty Hart moved that the Amendment No. 1 to the Professional Service Agreement between Systems Design West and Keizer Fire District for GEMT services by title and authorize the Fire Chief to sign it. Greg Ego seconded the motion. The motion carried unanimously.

Review of Policy 6.01 Policy Acknowledgement/Review- This is the first reading of the updated Policy 6.01. When new employees come on, we present the district policies to them, and this is the sign off that they acknowledge that they reviewed the policies. All employees can find the policies in house.

Other Business – None

Good of the Order – Chief Cowan stated that we will be presenting the Garcher family with the Bob Wickman Life Saving Award for their actions at the Rainbow Park fire.

Pay Bills – Greg Ego made a motion to pay the bills. Ron Christopher seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 7:54 pm.

Respectfully submitted,


Greg Ego
Secretary