

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

**REGULAR BOARD MEETING**

July 16, 2019

**Call to Order** – President Chet Patterson called the meeting to order at 6:58 p.m.

**Roll Call** – Those present at the Board meeting included: President Chet Patterson, Directors: Betty Hart, Greg Ego, Joe Van Meter, Fire Chief Jeff Cowan, Division Chief Brian Butler, Division Chief Ryan Russell, Deputy Fire Marshal Anne-Marie Storms, Lieutenant Jeff Gallinger, Firefighters: Bill Herring, Tim Coburn, Casey Finnerty, Jason Perkins, Amber Ashlock, Jacob Brinlee, Aaron Kennen, Kelby Nelson, IAFF President Mike Jensen, KVFA President Taylor Russell, Budget Committee Members Colleen Busch, Patti Tischer and Elliot Groeneveld, Citizen Nathan Bauer and Elaine Orr

**Pledge of Allegiance**

**Oath of Office:** Oregon State Fire Marshal Jim Walker swore in re-elected Directors Chet Patterson, Betty Hart and Greg Ego. There was a short break for refreshments.

**Selection of Officers:** Betty Hart made a motion to renew the slate of officers for 2019/2020 with Chet Patterson as President, Joe Van Meter as Vice President, Greg Ego as Secretary and Betty Hart as Treasurer. Greg Ego seconded the motion. The motion carried unanimously.

**Assignment of Board Committees:** Tabled until the August Board Meeting.

**New Employee Introductions:** Chief Jeff Cowan introduced and gave a short biography on two new Firefighter/Paramedics Aaron Kennen and Kelby Nelson.

**Minutes** – Greg Ego made a motion to approve the Minutes of July 16, 2019. Joe Van Meter seconded the motion. The motion carried unanimously. There was a discussion on the moving the board members attendance to roll call instead of call to order. The board chose to move the board member attendance into roll call.

**Correspondence** – None.

**Guest Input** – None.

**Organizational Input**

IAFF Local 3881 – None.

KVFA – President Chet Patterson asked if there were going to be any off duty t-shirts for sale soon and what the cost will be. KVFA President Taylor Russell stated they just placed the order, and the cost will be approximately \$15-\$20.

**Old Business** – President Chet Patterson asked if there were any questions regarding Policy 06.01 Policy Acknowledgement/Review in the second reading of the policy. There were no questions. Joe Van Meter made a motion to approve Policy 06.01 as presented. Greg Ego seconded the motion. The motion carried unanimously.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. We are 100% through the fiscal year. Some of these numbers may change slightly throughout the audit. Ambulance revenue was received at \$132,000. We ended the year with approximately \$1.6 million, which is just a little under the estimated \$1.7 million budgeted. We received over the budgeted amount on tax revenue. Overall our



revenue was almost 100%. Personnel Services is at 86%, and overtime was normal. Materials and Services is at 84%. We purchased some turnout gear, there were recertification fees paid for EMT's, and KVFA purchased some helmets that the district paid for, then KVFA reimbursed the district.

Greg Ego 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 paving on River Road will begin soon. She also went to Keizer United and found out that there will be a training on 501c3's for board members. They will do a training on grant writing and roles of the board. It will cost \$25 and is on October 10<sup>th</sup>. On August 1<sup>st</sup>, there is a call to action from 8:30-3:30 at the Keizer Community Center. They will be looking at things to do to get kids to where they need to be.

**Chief/Staff Reports –**

National Night out is on August 6<sup>th</sup>. If you would like to ride along, please be here at 5:30pm. Betty Hart asked about the IGA with Marion County on fees. Chief Cowan stated that it had gotten delayed due to a changed in management. We have met with the city. They will also look at their financial part. They may become the collection point. We are putting the school on notice that we passed this in October and will be sending them a summary of the fees. We have legal involved. We are hoping to have it wrapped up within 30-60 days and will get a full report for the board. Betty Hart asked if we will be able to bill for all permit fees that have happened since we passed the ordinance. Chief Cowan stated that yes, we should be able to.

**New Business**

**Worker's Compensation Renewal** – Agent of Record Nathan Bauer presented the workers compensation renewal package and presented a brief overview of the increases in this year's renewal. They rate our policy per class code. It went from 3.99 to 3.7, which is good news. Our estimated payroll went up. We did a buyback in May for \$5893 and took our experience mode from 1.99 to 1.94, which will save us \$4961 for the next 3 years. Nathan presented and reviewed the losses for the 2018-19 Fiscal Year. We have a meeting set up with Jason Jantzi with SDAO to discuss how to negotiate with the open claims to get them closed out. Betty Hart asked if part of the increase is due to more employees. Nathan stated yes it is. Greg Ego made a motion to renew the Worker's Compensation with SDIS as presented by Nathan Bauer. Joe Van Meter seconded the motion. The motion passed unanimously.

**Review of Policy 11.01 Ride-A-Long/Observation Program-** This is the first reading of the updated Policy 11.01. Betty Hart stated that there is on spot where it says duty captain instead of chief. Div. Chief Butler stated he will look into it. Div. Chief Butler also stated that date of birth will be added back on.

**Other Business – None**

**Good of the Order** – Keizer Fire Foundation presented an update on the fundraising concert on June 28<sup>th</sup>. Chet stated that fill the boot raised \$1298.17. Salem Electric donated \$1500. He stated they also applied for a grant with Keizer Rotary. KFF received \$4000 and is not tied to a project. Mark Caillier is going to send in a \$2000 check.

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

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

Respectfully submitted,

  
Greg Ego  
Secretary

