

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

**REGULAR BOARD MEETING  
November 17, 2020**

**This meeting was held as a virtual meeting on GoToMeeting.com**

**Call to Order** – President Chet Patterson called the meeting to order at 7:00 p.m.

**Roll Call** –Those present at the Board meeting included: President Chet Patterson, Directors: Betty Hart, Greg Ego, Joe Van Meter and Ron Christopher, Chief Jeff Cowan, Office Manager Lyn Komp, Div. Chiefs Brian Butler, Ryan Russell and Hector Blanco, DFM Anne-Marie Storms, EMS Manager Randy Jackson, Cpt. Aaron Pittis, Lt. Ted McClung, FLSS Cody Heidt, KVFA President Amber Butler, Budget Committee members: Bill Quinn, Patti Tischer, Colleen Busch and Elliot Groeneveld.

**Minutes** –Greg Ego stated there was an extra name in the approval of the bills. “Christopher” needed to be removed, and the name should say Joe Van Meter on the approval to pay bills. Greg Ego made a motion to approve the minutes as amended for October 20, 2020. Betty Hart seconded the motion. The motion carried unanimously.

**Correspondence** – Clackamas Fire District #1 sent a thank you card for the assistance with the fires in Clackamas County.

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- None

**Old Business-** Conflagration Accounting- Chief Jeff Cowan reviewed the conflagrations and reimbursement amounts. Ron Christopher asked about overtime being high, and if we can tell what the net income to cost is. Chief Jeff Cowan stated that we should be reimbursed by the end of the fiscal year. Lyn Komp is going to do an accounting of the costs. Chet Patterson stated that any overtime that was incurred will be reimbursed. It is money in and money out. Div. Chief Brian Butler stated that there are three buckets. One is pass-through, another is overtime and payroll, the vehicle reimbursement, and there are people that were out that the State is paying them. Ron Christopher asked what the impact will be on the budget. Chet Patterson stated we won’t be able to tell what the impact will be until early 2021.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. The report is ¼ of the way into this fiscal year. Ambulance payments were received at approximately \$165,591, which is a little under the normal. Tax revenue should be starting to come in. Overtime budget was \$75,496 which is high due to conflagration. Overtime budget is at 90%. PERS was \$113,000 which was high due to conflagration and overtime. Dues and Subscription \$16,400 was paid for GEMT Fees. The two new ambulances were purchased through bond funds. 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 that Coffee with Cathy is this Saturday. Chet Patterson stated that there is a meeting setup with the auditors to review the audit on Monday. It is late this year due

to the auditors waiting on a PERS report for OPEB. There will be an audit presentation at the board meeting next month.

**Chief/Staff Reports** – Chet Patterson asked about the staffing impact with the new Governor’s mandate. Chief Jeff Cowan stated that the line staff won’t have many changes. We are not allowing outside people to come into the station. With the freeze in place, the administration staff is working from home. Chief Hector Blanco stated that the Firefighter I academy is put on hold. Chet Patterson stated that Chief Jeff Cowan and EMS Manager Randy Jackson will be signing checks. Lyn Komp will then send the report to the financial committee to review and sign off. Betty Hart stated that the auditors stated that that process will be fine because we still provided oversight.

Joe Van Meter asked how many Covid-19 transports we have had, and are we seeing an influx in Keizer. Div. Chief Brian Butler stated we had one today. It is the only one since the last meeting. We have transported approximately mid 20’s. Chief Jeff Cowan stated that according to hospital data, numbers are up around the state and are the highest since March 26. Salem Health is confident in their capacity.

Betty Hart thanked Div. Chief Blanco for including the board members with the new protocols. She also stated she noticed there are 12 volunteers that are starting training. Betty Hart asked what a fast track meant. Div. Chief Blanco stated it is an individual who has been through the fire academy already. The fast tracks still need to go through the same process and do a background check, physical and pass the CPAT. Div. Chief Hector Blanco stated that Chaplain Greg has been asked to cover two funerals in our community due to his response. He will be performing two funerals.

Betty Hart asked Div. Chief Ryan Russell about equipment we are going to surplus. Div. Chief Ryan Russell stated that Medic 37 is the next item to surplus. He has put feelers out for it up in the canyon. Greg Ego stated the Chief’s rig is not the right color and would like to look into options for changing it. Div. Chief Ryan Russell stated he is looking to solutions and options. Joe Van Meter stated he supports Greg Ego’s statement.

Betty Hart stated that she was impressed with the comparison of the two charts in DFM Anne-Marie Storms report.

## **New Business**

**Resolution 2020-14 Declaration of a Community Health Emergency-** Chief Jeff Cowan stated this is a renewal of the previous resolution declaring a community health emergency. This declaration will be in place until the December 15, 2020 Board Meeting. Betty Hart made a motion to approve the extension of Resolution 2020-14 Declaration of a Community Health Emergency. Greg Ego seconded the motion. The motion carried unanimously.

**SCBA Bottle Purchase- Bond-** Div. Chief Ryan Russell stated that this was budgeted for in the bond. Our current bottles are coming to end of life. Betty Hart made a motion to approve the bond purchase of SCBA Bottles for \$37,700. Joe Van Meter seconded the motion. The motion carried unanimously.

**Radio Purchase- Bond-** Div. Chief Brian Butler stated that this was a budgeted for in the bond. This will complete the radios needed to transfer over to the 800MHz system. Betty Hart made a motion to approve the bond purchase of radios. Greg Ego seconded the motion. The motion carried unanimously.

**Marion Fire Levy Election Results-** Chief Jeff Cowan stated that the Marion County Fire District #1’s levy has failed. It will have operational impacts on our district. Chief Jeff Cowan recommends the board form a committee to support the Fire Chief for policy direction in sync with the board on service agreements. He recommends we work with MCFD #1 and Salem Fire to support them in any way we can and come up with a positive solution. The biggest impact would to the citizens of Keizer Fire District. If there is an increase in mutual aid calls, we have to make sure we are covering well and are balancing services. Chet Patterson made a motion to assign the Personnel Committee to assist the Fire Chief. Greg Ego seconded the motion. The motion carried unanimously.

**Other Business** – None.

**Good of the Order** – Joe Van Meter stated he is appreciative of all the progress DFM Anne-Marie Storms is making on the inspections and permits.

Betty Hart stated that she has been following the City of Keizer’s statement on inclusivity. It is an important issue in our community today. She stated she reviewed the Mission, Vision and Values. She stated that the Mission, Vision and Values are on the website. There are a couple of items in the vision that specifically speak to inclusivity. She stated that she sees the issue from two perspectives. One is related to staff and how inclusive we are. She stated we have to be one of the most inclusive staffs in the state. Two is to ensure the community we are here to serve everybody. We have done both. She read the following statements from the Mission, Vision and Values. “We will create ongoing trust and mutual respect at all levels of the organization and throughout the community by performing reliably, professionally, honorably and with integrity. We will honor, respect and encourage diversity within the organization and throughout the community. We are accountable for every action and act with compassion and empathy towards those in need. We will actively explore and pursue funding options that support our mission, vision and organizing principals and ensure that expenditures achieve expected results”. Betty Hart stated that we have done a reasonable job with inclusivity.

Ron Christopher asked if what kind of testing procedure we have in place, and have we had any instances with staff. Div. Chief Hector Blanco stated that we had one employee who tested positive and one employee with a family member who tested positive. He stated guidelines were followed and some employees were quarantined. He also stated that as long as staff continues to follow the guidelines, we shouldn’t have many issues.

**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 7:39 pm.

Respectfully submitted,



Greg Ego  
Secretary