

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

REGULAR BOARD MEETING

August 17, 2021

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 Colleen Busch, Chief Jeff Cowan, Office Manager Lyn Komp, Div. Chiefs Brian Butler and Ryan Russell, DFM Anne-Marie Storms, KVFA President Samantha Russell, Budget Committee members: Kelly Walther and Bill Quinn, Citizen Bob Busch.

Minutes –Betty Hart stated that there was one change to the minutes. In “Other Business” the word updated needs to be added at the end of the first line.

Betty Hart made a motion to approve the minutes as amended for July 20, 2021. Colleen Busch seconded the motion. The motion carried unanimously.

Correspondence – Lyn Komp read two thank you cards from citizens thanking the District for their service. We received a thank you letter from Volunteer Jack Vincent for the flowers for the birth of his daughter. Detroit Fire District sent a thank you for the donation of the brush rig and for the help our crew gave them on conflagration.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- KVFA President Samantha Russell stated that the paperwork for taxes and their 501c3 status were filed.

Old Business- None

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are a little more than 8% of the way through the fiscal year. Ambulance payments were received at approximately \$166,000. We received a minor amount of tax revenue. There was some miscellaneous income for selling the engine and reimbursement from the City for the parking lot paving. Overtime was high. 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 – Chet Patterson reported that the Finance Committee met with the auditors. The Board should see a report in October. Betty Hart stated that she attended Coffee with Cathy.

Chief/Staff Reports –

- Betty Hart asked Chief Jeff Cowan if he had met with the interim City Manager. Chief Jeff Cowan stated that he had met with him.

- Colleen Busch asked about Capital FireMed revenue. She stated she noticed that the amount of households are reducing, but we are still receiving the same amount of revenue. Chief Jeff Cowan stated that the price for Capital FireMed had increased in January.
- Colleen Busch stated that the apparatus page on the website needs to be updated. DFM Anne-Marie Storms stated it is on the agenda for next month.

New Business

Board Training Review- Chet Patterson reviewed the Board Training. The Board would like to have training on mandatory reporting and finish the Board Training with Ross Williamson. It was also discussed that all emails need to be done with District email, not personal email. The IT Committee will look into this more and report back to the Board.

Conflagration Update- Div. Chief Brian Butler gave an update on conflagrations. There was discussion on informing the public more on our roles and responsibilities.

Covid-19 Update- Chief Jeff Cowan gave an update on Covid-19 and the new mandates. Betty Hart asked if we should have the emergency resolution again. After discussion, it was decided to extend the emergency resolution. Joe Van Meter made a motion to approve the extension of Resolution 2020-02 Declaration of a Community Health Emergency. Greg Ego seconded the motion. The motion carried unanimously.

Policy 4.10 Information Security Policy- The Board reviewed Policy 4.10. Greg Ego stated there were a couple of grammar errors. A discussion ensued. It was decided that the IT Committee would meet with Chief Jeff Cowan, Office Manager Lyn Komp and IT Analyst Josh Rutter to review the policy. An updated draft will be presented at the next meeting.

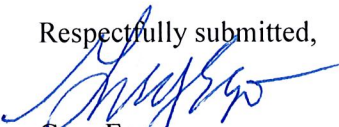
Other Business – Chet Patterson assigned Colleen Busch and Betty Hart to a committee to review Board Policies. Betty Hart asked that the Board send suggestions to them. Chet Patterson stated he will come up with a timeline.

Good of the Order – Colleen Busch stated she had a great discussion with the new Circuit Court Judge on the Center for Hope and Safety. There was a discussion on how we work with community partners. Betty Hart thanked Firefighter Tim Coburn for driving her on Engine 1 in the KeizerFest Parade.

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 7:52 pm.

Respectfully submitted,



Greg Ego
Secretary