

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

**REGULAR BOARD MEETING**

September 21, 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, EMS Billing Manager Randy Jackson, IAFF Local 3881 President Christina Wilson, KVFA President Samantha Russell, Budget Committee members: Elliot Groeneveld and Bill Quinn, City of Keizer Mayor Cathy Clark, Citizen Bob Busch.

**Minutes** – Joe Van Meter made a motion to approve the minutes as presented for August 17, 2021. Greg Ego seconded the motion. The motion carried unanimously.

**Correspondence** – Lyn Komp read an email from Jim Walker praising the crew he worked with on a conflagration. Braedon Howard donated a basket of goodies from his business Go Puff. The Blankenship Family made a donation in memory of Maurine Wheeler.

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- None

**Old Business**

**Policy 4.10 Information Security Policy-** There was a second reading Policy 4.10 Information Security Policy. There were a few grammar corrections. Betty Hart made a motion to approve Policy 4.10 Information Security Policy as amended. Greg Ego seconded the motion. The motion carried unanimously.

**Upcoming Board Trainings-** There was a discussion on upcoming Board trainings on ethics and mandatory reporting. It was decided that the Board will have a training at 5:30pm before the October and November Board Meetings.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. We are 17% of the way through the fiscal year. Ambulance payments were received at approximately \$180,000. Overtime and PERS were high. The quarterly dispatch payment and audit payment were made. We have applied for a Safety and Security Grant through SDAO to help pay for a security camera upgrade. Joe Van Meter made a motion to accept the financial report as presented. Greg Ego seconded the motion. The motion carried unanimously.

**Board Member Reports** – Betty Hart stated that she attended Keizer United and announced the cancellation of the open house. Colleen Busch stated she attended a Board Training with SDAO.

**Chief/Staff Reports** –

- Chief Jeff Cowan- Salem City Club had a topic on urban density. They stated that Keizer is one of the most urban dense cities. Greg Ego asked for an update on the Covid-19 vaccination mandate. Chief Jeff Cowan stated that we are mandated by OHA and are following their guidelines.
- EMS Billing Manager Randy Jackson- Colleen Busch asked about Coordinated Care Organizations and Ground Emergency Medical Transport Funds. Randy Jackson stated that there is an upcoming meeting and will know more after it.
- Division Chief Ryan Russell stated that the crews are doing great work on conflagrations.
- DFM Anne- Marie Storms stated that the website was updated to include all of the new apparatus. There was a discussion on upcoming events. Joe Van Meter made a motion to postpone all public events for the remainder of the calendar year. Greg Ego seconded the motion. The motion carried unanimously.

#### **New Business**

**Keizer Fire Foundation (KFF)** - Chet Patterson stated that they had their first meeting of the year. They are going to get things going again at the beginning of next year. He reviewed the programs KFF has participated in. He would like to hear suggestions on new projects for the January meeting.

**Resolution 2021-12 Declaration of Emergency Renewal-** There was a discussion on renewing the emergency declaration. There were two amendments. The first was in the second paragraph. The paragraph needs to end after “virus within our state.” The second was in SECTION 9. September needed to change to October. Joe Van Meter made a motion to approve the extension of Resolution 2020-02 Declaration of a Community Health Emergency as amended. Greg Ego seconded the motion. The motion carried unanimously.

**Upcoming Public Events** – The Board reviewed the upcoming public events. The pancake breakfast and open house are cancelled. DFM Anne-Marie Storms stated that there will be a drive through Santa.

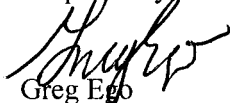
**Other Business** – None

**Good of the Order** – Betty Hart and Greg Ego congratulated Fire Prevention on the 9/11 Ceremony. Colleen Busch stated she looks forward with collaborating to work with staff. Lyn Komp thanked Betty Hart for the cookies she dropped off for the crews.

**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 7:49 pm.

Respectfully submitted,

  
Greg Ego  
Secretary