

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

**REGULAR BOARD MEETING**

January 18, 2022

**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, Ryan Russell and Hector Blanco, DFM Anne-Marie Storms, Captain Christina Wilson, EMS Billing Manager Randy Jackson, FLSS Cody Heidt, Budget Committee members: Patti Tischer and Kelly Walther.

**Minutes** – Betty Hart stated there is a correction in motion approving the minutes. It should state Joe Van Meter made the motion. She also stated that there was a correction in the SDAO Insurance Renewal. The last line should say Chet Patterson not Greg Ego. Betty Hart made a motion to approve the minutes as amended for December 21, 2021. Colleen Busch seconded the motion. The motion carried unanimously.

**Correspondence** – Lyn Komp stated there was a thank you card from a citizen that we checked her blood pressure on Christmas Eve.

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- None

**Old Business-** None

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. Personnel Services is at 53%. Materials and Services are at 42%. We have collected 98% of the anticipated tax revenue. Ambulance payments were received at approximately \$162,400. Interest payments on the bond were made. 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 gave an update on the Board Policies that she and Colleen Busch have been working on.

**Chief/Staff Reports** –

- EMS Billing Manager Randy Jackson reviewed the estimated funds the district will be receiving from the CCO portion of the Ground Emergency Medical Transportation (GEMT) program. He also reviewed the two programs within the GEMT. Colleen Busch asked if there was concern about Capital FireMed being low. There was a review of how Capital FireMed operates.
- Div. Chief Brian Butler- Colleen Busch asked for an update on hiring. D.C. Brian Butler stated that we received 10 applications and six are paramedics. There was a discussion on the applicants and the process. It was also stated that there will also be a Civil Service Meeting coming up.

## New Business

**Resolution 2022-01 Declaration of Emergency Renewal-** There was a discussion on renewing the emergency declaration. Betty Hart 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.

**Organizational Audit Review-** Chief Jeff Cowan stated there were two proposals. The two proposals were reviewed. Greg Ego made a motion to engage Matrix and Dr. Sikora to do the Organization Audit Review. Joe Van Meter seconded the motion. The motion carried unanimously. Colleen Busch stated that they will continue working on the Board Policies and make any changes that are needed after the Organizational Audit Review. There was also a discussion on staff being presented with the information and updated on the dates of the review.

**Budget Committee and Civil Service Openings-** Chief Jeff Cowan stated that there are two openings on both the Budget Committee and Civil Service Commission. The District will be putting an advertisement out in the Keizer Times looking for applicants. It will also be posted on the District website.

**Board Meeting Time Discussion-** There was a discussion on changing the meeting time. All Board Members voiced their thoughts on the time. After discussion, it was decided that the Board Meeting time will remain at 7:00pm.

**Other Business** – None

**Good of the Order** – Betty Hart stated that she is pleased about the organizational review, and that we are a good place to work.

**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 7:47pm.

Respectfully submitted,



Greg Ego  
Secretary