

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

REGULAR BOARD MEETING

April 19, 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, Colleen Busch and Joe Van Meter, Chief Jeff Cowan, Finance Officer Lyn Komp, Div. Chiefs Brian Butler, Ryan Russell and Hector Blanco, EMS Billing Manager Randy Jackson, DFM Anne-Marie Storms, Captain Christina Wilson, Budget Committee members: Patti Tischer, Donna Bradley, Laureal Williams and Kelly Walther, Mayor Cathy Clark, Citizens: Bill Quinn

Minutes – Greg Ego made a motion to approve the minutes as presented for March 15, 2022. Joe Van Meter seconded the motion. The motion carried unanimously.

Correspondence – Lyn Komp read a thank you card from Tim Coburn for the retirement party, a thank you card from a citizen for help that was provided on a call and OSFM sent a thank you email for DFM Anne-Marie Storms help with the Yard, Garden & Home Show.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business

Organizational Audit Update- Chief Jeff Cowan stated that information was gathered in March and interviews are in April. The reports should be done by the end May. The reports will go to the Personnel Committee for review.

Discussion on Board Meetings In-Person or Virtually- There was a discussion on having meetings in person. After discussion, it was decided to start having meeting in person starting with the Budget Committee Meeting. There will be an option to attend in person or call in.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 75% of the way through the fiscal year. Personnel Services is at 75%. Materials & Services is at 60%. We have received 100% of the anticipated tax revenue. Ambulance payments were received at approximately \$187,941. Two GETAC's and uniforms for new recruits were purchased. Joe Van Meter made a motion to accept the financial report as presented. Colleen Busch seconded the motion. The motion carried unanimously.

Board Member Reports –Betty Hart stated that Board Policy #1 is almost done. She stated she will be reaching out to Lyn Komp with some assistance on some questions. Colleen Busch stated she attended Keizer United. She also participated as a mock judge for Distinguished Young Women Program to work on interview skills.

Chief/Staff Reports –

- Chief Jeff Cowan- Jacquelynn Sunderland was hired for the EMS Billing & Records Manager Position and will be starting on April 21st. We are working on budget planning. The Mother's Day Breakfast has been

cancelled. There was discussion on the importance of the pancake breakfast and looking into getting a community partner to help. We have received the funds for the Safety & Security Grant from SDAO. We just need to finish installing the cameras. Bauer Insurance is looking into Directors & Officers Insurance. Our MOD rate has gone down considerably.

- D.C. Hector Blanco- There was a discussion on the increase in training hours. The training hours include outside training, regular training and the new recruit academy training hours.
- D.C. Brian Butler- Greg Ego stated that he commended all the work done on hiring seven people. D.C. Brian Butler commended the work done on the recruit academy by Captain Rachel Brozovich. Colleen Busch thanked the water rescue team for the work done at the water rescue on the lake.
- D.C. Ryan Russell- The Facilities Committee met about the options for replacing the flooring in the halls and the staff computer work area and a new HVAC system for the dorms. The decision was made to move forward with both projects. The flooring will be a polished concrete and will have a couple Keizer Fire District logos. Both projects will be completed by the end of this fiscal year.
- DFM Anne-Marie Storms- There was a discussion on the amount of time FLSS Cody Heidt was spending on the medics. DFM Anne-Marie Storms stated that he has helped where he could, but is still able to get his work done too. Him being on the medics helps to not have to mandatory someone to come in.

New Business

Special Event Permits- There was a discussion on having special event permits. Chief Jeff Cowan stated he will look into this and present a recommendation to the Board of Directors.

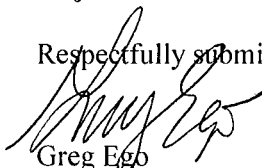
Other Business –

Good of the Order – Colleen Busch congratulated all of the award recipients. Betty Hart thanked Captain Rachel Brozovich for all her hard work on the recruit academy.

Pay Bills – Greg Ego made a motion to pay the bills. Betty Hart seconded the motion. The motion carried unanimously.

Adjourn – President Chet Patterson declared the meeting adjourned at 7:45pm.

Respectfully submitted,



Greg Ego
Secretary