

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

**REGULAR BOARD MEETING  
August 16, 2022**

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

**Roll Call** –Those present at the Board meeting included: Vice President Chet Patterson, Directors: Betty Hart and Colleen Busch, Finance Officer Lyn Komp, Div. Chiefs Ryan Russell and Hector Blanco, EMS Billing & Records Manager Jacquelynn Sunderland and Randy Jackson, Deputy Fire Marshal Anne-Marie Storms, Budget Committee Member Donna Bradley, Citizen Bob Busch, Absent: President Joe Van Meter, Greg Ego and Chief Jeff Cowan

**Minutes:**

**Regular Board Meeting:** Betty Hart made a motion to approve the minutes as amended for July 19, 2022. Colleen Busch seconded the motion. The motion carried unanimously.

**Correspondence** – None

**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. We are 8% of the way through the fiscal year. Ambulance payments were received at approximately \$180,000. We didn't receive much for taxes. We will start seeing the majority of taxes coming in November. Overtime was a little high overall. Personnel Services are at 10%. Materials and Services are at 6%. There were payments for mattresses and some quarterly payments. Chet Patterson made a motion to accept the financial report as presented. Colleen Busch seconded the motion. The motion carried unanimously.

**Board Member Reports** – Colleen Busch reported that she rode on an engine for National Night Out. She reviewed her night.

**Chief/Staff Reports** –

EMS Billing & Records Manager Jacquelynn Sunderland & Randy Jackson- Colleen Busch asked if we are on track with the budget with the \$91,000 GEMT Revenue. Lyn Komp stated that this should have been received last fiscal year. There is a good chance we will see two payments in this fiscal year. Colleen Busch also stated she noticed that the activity by unit was leveling out.

Division Chief Hector Blanco- Colleen Busch stated she was excited to see all of the topics of training. She also discussed an email that was sent to her about policies on a call. D.C. Hector Blanco said he received it and responded back.

Division Chief Brian Butler- Betty Hart asked for clarification on the four vacant Paramedic only positions when there were only two budgeted for. D.C. Ryan Russell clarified the four vacancies. She also asked if there was a plan to maintain the FLSS's work. D.C. Ryan Russell stated that he was planning on meeting with DFM Anne-Marie Storms to come up with a plan. Betty Hart stated it is important to keep public relations up. Colleen Busch asked if Tim Coburn was coming back to work. D.C. Ryan Russell stated that he is planning on coming back as a single role medic.

Division Chief Ryan Russell- D.C. Ryan Russell discussed that importance of getting new door locks due to locks failing and the inability to get them repaired. He also stated that we are continuing to keep up the maintenance on vehicles.

#### **New Business-**

Door Lock Proposals- The Board of Directors was presented three bids for door locks. The bids were reviewed. Betty Hart made a motion to approve FocusSG to provide door locks in the amount of \$41,495 with a reoccurring \$788 annual cost. Colleen Busch seconded the motion. The motion carried unanimously.

#### **Other Business – None**

**Good of the Order** – There was a discussion on the 9/11 Ceremony. DFM Anne-Marie Storms presented a scaled down plan for 9/11. The Board of Directors supported the plan. Colleen Busch suggested to inform KeizerTimes of the new plan. Betty Hart thanked DFM Anne-Marie Storms and Firefighter Bill Herring for driving her and her sister in the parade. She also stated that the City of Keizer approved to put a measure on the ballot for funding the library. Colleen Busch congratulated Chet Patterson on being Grand Marshal for the KeizerFest Parade and all of his accomplishments. She also reviewed some upcoming events that SDAO is having.

**Pay Bills** – Colleen Busch made a motion to pay the bills. Betty Hart seconded the motion. The motion carried unanimously.

**Adjourn** – Vice President Chet Patterson declared the meeting adjourned at 7:29 pm.

Respectfully submitted,



Colleen Busch  
Secretary