

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

REGULAR BOARD MEETING

September 20, 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, Greg Ego and Colleen Busch, Finance Officer Lyn Komp, Div. Chiefs Ryan Russell and Brian Butler, EMS Billing & Records Manager Jacquelynn Sunderland and Randy Jackson, Captains Christina Wilson and Aaron Pittis, Lieutenants Andrew Alderson and Ted McClung, Firefighters/EMTs Bill Herring, Miguel Juarez, Andrew Snodgrass, Tim Coburn, Brett Kruger, Brittany McCormick, Dustin Lemmon, Kelby Frazier, Volunteers: Jacob MacPherson and Nathan McNeely, Budget Committee Members Kelly Walther and Laoreal Williams, Attendees: Samantha Russell, Heidi Coburn and Amy Rogers, Absent: President Joe Van Meter

Minutes:

Regular Board Meeting: Betty Hart made a motion to approve the minutes as amended for August 16, 2022. Greg Ego seconded the motion. The motion carried unanimously.

Greg Ego made a motion to approve the minutes as amended for August 29, 2022 Special Board Meeting. Betty Hart seconded the motion. The motion carried unanimously.

Greg Ego made a motion to approve the minutes as amended for September 14, 2022 Special Board Meeting. Betty Hart 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 17% of the way through the fiscal year. Ambulance payments were received at approximately \$173,584. We didn't receive much for taxes. Overtime was high overall. PERS is also high due to overtime being high. There were payments for door locks and the quarterly dispatch payment. Overall, the budget is at 18%. Greg Ego made a motion to accept the financial report as presented. Chet Patterson seconded the motion. The motion carried unanimously.

Board Member Reports –

- Betty Hart stated she attended Coffee with Cathy. She reported on the upcoming Open House, emergency preparedness and Chief Jeff Cowan's retirement and accomplishments. She also attended Keizer United. She presented the Board of Directors with information on Paid Leave

Oregon. Lyn Komp stated she is aware of the new tax and is doing more research on it. Betty Hart also stated she presented and handed out the Medical Emergency Information form.

- Betty Hart, Hector Blanco and Colleen Busch attended the SDAO Conference. The workshops attended by Betty Hart were reviewed. Colleen Busch stated she will send out a report on the workshops she attended.
- Betty Hart stated that she and Colleen Busch are getting back to working on the Board Policies. They are going to meet with Lyn Komp next week to review some sections. It was also stated that when Joe Van Meter returns, we will need to have a work session.

Chief/Staff Reports –

- EMS Billing & Records Manager Jacquelynn Sunderland & Randy Jackson- Colleen Busch asked Jacquelynn Sunderland about the webinar regarding GEMT. Jacquelynn Sunderland stated it was just a review of previous webinars. We are waiting on the audit to finish the paperwork needed for GEMT.
- Division Chief Brian Butler- Colleen Busch gave kudos for all the work done on conflagrations and the fire on Vitae Springs Road. She also stated it is great that the Civil Service Commissioners are getting training. Greg Ego asked for a staffing update. The current and upcoming staffing was reviewed.

New Business-

Interim Fire Chief Appointment: The Personnel Committee stated it was important to appoint the interim Fire Chief from within. Betty Hart made a motion to appoint Ryan Russell as Interim Fire Chief. Chet Patterson seconded the motion. The motion carried unanimously. Colleen Busch stated she was unsure of the process for hiring an interim Fire Chief. The process was reviewed.

Server Replacement Proposals: There was a discussion on the three proposals for replacing the server. Betty Hart asked if having a server on the cloud was an option. Lyn Komp stated that it was looked into and was very expensive. Also, if the internet was down, we would not have access to the network. Greg Ego made a motion to approve the recommendation to purchase a Dell server in the amount of \$12,500. Betty Hart seconded the motion. The motion carried unanimously.

Other Business – None

Good of the Order – Colleen Busch stated she would like to attend the upcoming OFDDA Conference. Greg Ego thanked the crews for their effort on the 9/11 Ceremony. Betty Hart stated that a friend's parents had a great experience working with our paramedics and how nice and respectful they were.

Pay Bills – Greg Ego 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,


Greg Ego
Secretary