

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

REGULAR BOARD MEETING

November 15, 2022

Call to Order – President Joe Van Meter called the meeting to order at 7:00 p.m.

Roll Call –Those present at the Board meeting included: President Joe Van Meter, Directors: Chet Patterson, Betty Hart, Greg Ego and Colleen Busch, Div. Chiefs Ryan Russell and Hector Blanco, Finance Officer Lyn Komp, DFM Anne-Marie Storms, Captains Brozovich, Pittis and Wilson, Lieutenant Andrew Alderson, Firefighters/EMTs Amber Ashlock, Aaron Kennen, Chris Zammarelli, Layne Gillette, Christopher Thorne, Kelby Frazier, Bill Herring, Michael Jensen, Andrew Etzel and Ian Gaither-Lyell & Family, Paramedic Eric Miley & Family and Isaiah Alsum & Family, Volunteers Erick Sorenson & Family, Trevor Riordan and Jacob Macpherson, Budget Committee Members Elliot Groeneveld and Laurel Williams, Attendees Josh Navarrete, Bob Busch, Baron Robison and Cathy Clark

Minutes:

Regular Board Meeting: Greg Ego made a motion to approve the minutes for October 18, 2022. Chet Patterson seconded the motion. The motion carried unanimously.

Correspondence – We received a thank you card for taking good care of a citizen’s son on a transport.

Guest Input – Baron Robison, with ServPro, stated he would like to find a partnership and volunteer. He also reviewed what his company provides.

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 1/3 of the way through the fiscal year. We will start to receive tax revenue next month. Overtime was high overall. PERS is also high due to overtime being high. There were one time payments for the floors, ladder and hose testing and a new server. Greg Ego made a motion to accept the financial report as presented. Chet Patterson seconded the motion. The motion carried unanimously.

Board Member Reports –

- Colleen Busch attended the OFDDA Conference. She reviewed the classes she attended. She also attended the Got Change class, the SDAO Expo and retired Keizer Fire District volunteer breakfast. She reported that several retired volunteers are coming to help with the Santa Pancake Breakfast.

Chief/Staff Reports –

- Interim Fire Chief Ryan Russell- Two rehires are coming back. Justin Endicott is coming back on December 2nd, and Nathan Farrand will be starting mid- December. Andrew Etzel has turned in his letter of resignation. Div. Chief Brian Butler put a lot of work into the single role program,

and it is doing great. They are working a 12 hour day on a 2-2-3 schedule. The Santa Pancake Breakfast is on December 11th, and we can still use help. The proceeds from the breakfast are going to Keizer Fire Foundation and the Keizer Food Bank. Joe Van Meter stated he would like to see us continue build a relationship with West Salem High School Emergency Services Program.

- Division Chief Hector Blanco- Betty Hart stated she likes the new layout for the employee roster.
- Deputy Fire Marshal Anne-Marie Storms- DFM Anne-Marie Storms stated that A-Shift was here on Halloween and handed out candy to approximately 100 children.

New Business-

- SDAO Proposal for the Fire Chief Replacement Process- The Board reviewed and discussed the proposal from SDAO not to exceed \$5000. It is the staff's recommendation to approve the proposal. Betty Hart stated she would like the opportunity to get the community and staff involved in the evaluation process. She asked that we speak with SDAO to see if they can accommodate this request. She also stated she would like to see the hiring process completed by June 30th and would like to get an estimated timeline. Greg Ego reviewed the cost of the last hiring process and recommended to take staff advisement and engage with SDAO. A discussion ensued. A committee needs to be established. The Personnel Committee will meet with Chief Ryan Russell on Friday to review suggestions for the committee. We can then start working with SDAO to see what the process will look like. Greg Ego made a motion to that we accept the SDAO proposal, not to exceed \$5000, and engage them in our Chief Executive search for Keizer Fire District. Colleen Busch seconded the motion. The motion carried unanimously.
- Discussion on Paid Leave Oregon (PLO)- There was a discussion on PLO regarding if the District should participate with the State Tax for the PLO program or use an equivalent plan. We received two quotes for equivalent plans. If an equivalent plan is used, payments for the tax don't start until September 2023. Tax for PLO for the State program start in January 2023. The equivalent plans still have to be approved by the State of Oregon. We have to send in a letter of intent to the Oregon Unemployment Department by the end of November if we would like to use an equivalent plan. There was a discussion on the plans. Greg Ego made a motion to approve Paid Leave Oregon through Standard Insurance. Colleen Busch seconded the motion. The motion carried unanimously. Colleen Busch made a motion for the District to pay the full 1% employee/employer tax for Paid Leave Oregon. Chet Patterson seconded the motion. The motion carried unanimously.
- Utility Pick-up Bond Purchase- Chief Ryan Russell stated that this is a budgeted bond purchase for a replacement vehicle. Greg Ego made a motion to authorize the Fire Chief to sign an agreement for the purchase of a Ford 350 out of bond proceeds under State contract pricing. Chet Patterson seconded the motion. The motion carried unanimously.
- Union 1 Year Contract Extension- The District has come to an agreement with Local 3881 to extend the contract for one year. Greg Ego reviewed the discussion the Personnel Committee had with Local 3881 and recommended approving the extension. There was a discussion on why the extension on the contract is being done now. Greg Ego made a motion approve the Memorandum of Understanding between Keizer Fire District and Keizer Professional Firefighters to extend the contract for one year. Betty Hart seconded the motion. The motion carried unanimously.

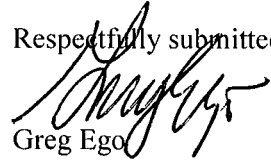
Other Business – Chief Ryan Russell stated he received an email from Salem Fire Department that they have increased ambulance rates. We will be looking into this and working on a recommendation for the next Board Meeting.

Good of the Order – Betty Hart stating she really enjoyed the pinning ceremony. Also, she appreciates the weekly reports from Chief Ryan Russell.

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

Adjourn – President Joe Van Meter declared the meeting adjourned at 8:13 pm.

Respectfully submitted,



Greg Ego
Secretary