

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

REGULAR BOARD MEETING

March 21, 2023

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: Betty Hart, Chet Patterson, Greg Ego and Colleen Busch, Interim Fire Chief Ryan Russell, Finance Officer Lyn Komp, DFM Anne-Marie Storms, EMS Billing & Records Manager Jacquelynn Sunderland, Captains Christina Wilson and Rachel Brozovich, Firefighter/Medics Kelby Frazier, SDAO Gordon Sletmoe, Attendees: Don McBride, Jennifer Palanuk, Mayor Cathy Clark, Kevin Clark and Baron Robison.

Minutes:

Regular Board Meeting: Chet Patterson made a motion to approve the minutes for February 21, 2023. Greg Ego seconded the motion. The motion carried unanimously.

Correspondence – None

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business-

- **Interview Process-** Gordon Sletmoe, with SDAO, stated that we started with four applicants to interview, and two of them withdrew. He then discussed the options for proceeding.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 67% of the way through the fiscal year. We received almost \$200,000 in ambulance payments. We have received nearly 100% of the anticipated taxes. Overtime was normal. Personnel Services are at 68%. Materials & Services are under budget. Payments were made for dispatch and tuition payments. 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 and reported on the District. The City's 40th birthday is on June 16th and 17th. There will be an agriculture hub at Chemeketa Community College that will have a farmers market Wednesdays from 3:00-7:00pm. She also attended a meeting with Keizer United. KPD Lt. Andrew Copeland reported they are fully staffed, and overall crime rate is down. There will be a Blast Camp the week of July 17th.
- Colleen Busch stated she attended Coffee with Cathy, the City Council Meeting, **the Mayor's event honoring** National Women's Week ~~meeting~~, Marion County Commissioner Board members training, Chamber Greeters, Pre State of the City meeting with Keizer Neighborhood Associations, State of the County and Keizer Network of Women. She stated she spoke with the Marion County Commissioners regarding our ASA. At Chamber Greeters, she reported on where the District is going.

Chief/Staff Reports –

- Interim Fire Chief Ryan Russell- There will be a poll going out soon on the levy to see if an increase in the rate is supported. We received a \$10,000 grant from OSFM for wildfire education and risk reduction. We are looking at having a hands only CPR class on April 12th. The movement to Station 6 has slowed down. We are now looking at a May 1st start date and will have an IGA in place. There is continued work being done on looking for funding on the State and Federal level. Thank you to B.C. Rachel Brozovich for all her work done on the burn house. Thank you to DFM Anne-Marie Storms for her work on the fire investigation class. The fire investigation class is first weekend of April. The house will be burned on April 14th. There was a discussion on signage at Station 6. We will look into that after we have been there for 6 months and review how the program is running. We may be looking at moving the Mother's Day Breakfast to coincide with KeizerFest. There was a discussion on when the Board needs to get involved with the levy.

New Business-

- **Budget Committee Member Appointments-** The Board reviewed the Budget Committee applications. Greg Ego made a motion to appoint Don McBride to the Budget Committee. Colleen Busch seconded the motion. The motion carried unanimously. Colleen Busch made a motion to appoint Jennifer Palanuk to the Budget Committee. Betty Hart seconded the motion. The motion carried unanimously.
- **Sikora and Matrix Report Update:** Interim Fire Chief Ryan Russell gave a brief overview of items that have been worked on and completed. He also discussed a plan for upcoming items that still need to be worked on. Chet Patterson suggested creating a document of items that have been completed and items that are being worked on, then discuss them in a work session when the new Board of Directors is in place. After discussion, it was decided to keep the Sikora and Matrix Report Update on the agenda in old business.

President Joe Van Meter closed the Board Meeting at 8:16pm and opened an executive session.

- At this time, the Board will hold an executive session pursuant to ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent. No final decisions will be made in executive session.

The Oregon Public Meeting Law authorizes governing bodies to meet in executive session in certain limited situations. An Executive session is defined as any meeting or part of a meeting of a governing body which is closed to certain persons for deliberations on certain matters as defined by ORS 192.660. These sessions are closed to the public and under certain circumstances to the media also. The governing body is not allowed to take any final action or make any final decisions during the executive session. Any final action or decision can only be made after returning or at a next regularly scheduled meeting. Under ORS 192.660(4) representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to cite the general subject of the session as previously announced.

The Executive session adjourned at 8:40pm.

The Board Meeting reconvened at 8:41pm.

President Joe Van Meter stated it was decided that the interview process will proceed as originally planned with minor changes to times on the interview schedule.

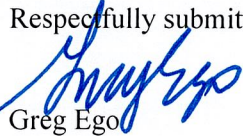
Other Business – None

Good of the Order- None

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

Adjourn – President Joe Van Meter declared the meeting adjourned at 8:42 pm.

Respectfully submitted,



Greg Ego
Secretary