

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

REGULAR BOARD MEETING

April 18, 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, Division Chiefs Brian Butler and Hector Blanco, Finance Officer Lyn Komp, DFM Anne-Marie Storms, Captain Christina Wilson, Attendees: MCFD #1 Fire Chief Kyle McMann, Mayor Cathy Clark and Kevin Clark

Minutes:

Regular Board Meeting:

Greg Ego made a motion to approve the minutes for March 3, 2023 Special Board Meeting. Betty Hart seconded the motion. The motion carried unanimously.

Greg Ego made a motion to approve the minutes as amended for March 21, 2023. Betty Hart seconded the motion. The motion carried unanimously.

Greg Ego made a motion to approve the minutes for March 24, 2023 Special Board Meeting. Betty Hart seconded the motion. The motion carried unanimously.

Correspondence – Lyn Komp read letters from MCSO Sheriff Joe Kast, Gresham Fire Department and a Keizer Citizen thanking the District for their help.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business-

- **Matrix & Sikora Report Update-** : Interim Fire Chief Ryan Russell gave a brief overview of items that have been worked on and completed.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 75% of the way through the fiscal year. We received almost \$231,000 in ambulance payments. We have received nearly 100% of the anticipated taxes. Overtime was high. Payments were made for t-shirts, door locks and fuel. 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 reported on meetings and events that she attended.
- Colleen Busch reported on meetings and events that she attended.

Chief/Staff Reports –

- Interim Fire Chief Ryan Russell- The burn to learn went great. We collaborated with neighboring districts and were also able to host a fire investigation class. There was a discussion on how to reduce

overtime. Hands only CPR will be on April 27th. The Mother's Day Breakfast is happening. A timeline and poll results for the levy were discussed.

- Division Chief Hector Blanco- The explorer and volunteer program's future was discussed.
- Deputy Fire Marshal Storms- There are a lot of station tours coming up. We are working hard on the 75th Anniversary.

New Business-

- Intergovernmental Agreement (IGA) with MCFD #1- Interim Fire Chief Ryan Russell reviewed how it will help on an operational level. Greg Ego made a motion to approve the Intergovernmental Agreement with Marion County Fire District #1 as presented. Betty Hart seconded the motion. The motion carried unanimously. There will a joint press release on the IGA. It will also be presented at the City Council Meeting.
- Auditor RFP- The Finance Committee reviewed the applications for auditors and made a recommendation of Singer Lewak. Betty Hart made a motion that we approve Singer Lewak Accounts & Consultants to be the audit firm for the next three years. Greg Ego seconded the motion. The motion carried unanimously.
- Keizer Fire District 75th Anniversary- Lyn Komp gave an update on the plan for Keizer Fire District 75th Anniversary.
- Fire Chief Contract- Greg Ego made a motion to approve the Fire Chief's contract as presented. Chet Patterson seconded the motion. The motion carried unanimously. There was a discussion on getting a plan to establish goals and a process for evaluations.
- Audit Review- Chet Patterson stated the audit stated that there were no concerns, and it was a clean audit. There were no complains compliance deficiencies. There will always be a deficiency regarding internal controls. Chet Patterson made a motion to approve the audit report as presented. Colleen Busch seconded the motion. The motion carried unanimously.

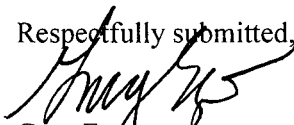
Other Business – None

Good of the Order- Betty Hart gave accolades to Capt. Rachel Brozovich on the burn to learn. Joe Van Meter gave accolades to Interim Fire Chief Ryan Russell and DFM Anne-Marie Storms on the burn to learn.

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 8:07 pm.

Respectfully submitted,



Greg Ego
Secretary