

Keizer Rural Fire Protection District  
Keizer, Oregon

Agenda  
Regular Board Meeting  
June 20, 2023

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**7:00 p.m. Call to Order**

**Pledge of Allegiance:**

**Roll Call:**

**Approve Minutes:**

Board Meeting Minutes May 16, 2023

**Correspondence:**

**Guest Input:** Statements by members of the public should be brief and concise. A time limit of five (5) minutes will be allotted to an individual or a member of the group.

**Organizational Input:**

1. IAFF Local 3881
2. Keizer Volunteer Fire Fighter's Association

**Old Business:** None.

**Reports:**

1. Financial Reports – Information/Action
  - Receipts of the District's monthly financial reports, which include ambulance billing reports, and act upon the financial reports.

2. Board Member Reports – Information
- This time is allowed for Board Members to report on any contacts or District Business they have conducted.

3. Chief/Staff Reports - Information
- Reports from staff covering activities for the month.

**New Business:**

1. Ambulance Rate Increase Information/Action
- The Board will discuss the adoption of Resolution 2023-04 Revising Fees and Charges for Emergency and Non-Emergency Medical Services and Response Services.
2. Approval of Election Results for Marion County Information/Action
- The Board will review and approve the May 2023 election results.
3. Levy Update and Poling Results Information
- Chief Ryan Russell and Chuck Adams will give a levy update and review the poling results.
4. Worker's Compensation Renewal Information/Action
- Nathan Bauer, our insurance agent of record, will review information on the upcoming worker's compensation insurance renewal.

**Other Business:**

This time is provided to allow the Board Members or staff an opportunity to bring new or old matters before the Board, which are not listed on the agenda.

**Good of the Order:**

**Pay Bills:**

**Adjourn:**

**Meeting Schedule:**

Board Meeting  
Board Meeting

July 18, 2023 @ 7:00 pm  
August 15, 2023 @ 7:00 pm

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at 503-390-9111 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance.

2022 – 2023 Board of Director Committee Assignments:

Personnel Issues – Joe Van Meter & Greg Ego  
Land & Building (Facilities) – Greg Ego & Colleen Busch  
Intergovernmental Issues – Joe Van Meter & Betty Hart  
Financial – Chet Patterson & Betty Hart  
Equipment Replacement – Greg Ego & Colleen Busch  
Response Times/EMS – Colleen Busch & Chet Patterson  
Technology / Communications – Betty Hart & Chet Patterson

\*\*\*\*Board of Directors 4 Year Terms\*\*\*\*

<u>Position # / Name</u>	<u>Term Ends</u>
1. Colleen Busch	06/30/2025
2. Joe Van Meter	06/30/2025
3. Chet Patterson	06/30/2023
4. Greg Ego	06/30/2023
5. Betty Hart	06/30/2023

\*\*\*\*Budget Committee Members 3 Year Terms\*\*\*\*

<u>Name</u>	<u>Term Ends</u>
Laureal Williams	12/31/2025
Don McBride	12/31/2025
Patti Tischer	12/31/2024
Jennifer Palanuk	12/31/2024
Donna Bradley	12/31/2025

\*\*\*\*Civil Service Commissioners 4 Year Terms\*\*\*\*

<u>Name</u>	<u>Term Ends</u>
Marvin Nisley	05/17/2026
Bob Shackelford	07/21/2024
Donna Bradley	07/21/2024
Nancy Varner	05/21/2024
Darrell Fuller	05/17/2026

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

**REGULAR BOARD MEETING**

May 16, 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, Chief Ryan Russell, Finance Officer Lyn Komp, EMS Billing & Records Manager Jacquelynn Sunderland, Div. Chief Hector Blanco, Lieutenant Andrew Alderson, Firefighter/EMT Tim Coburn, Budget Committee members: Patti Tischer and Laureal Williams, Citizens: Mayor Cathy Clark, Kevin Clark and Bob Busch

**Minutes** – Greg Ego made a motion to approve the minutes as amended for April 18, 2023. Chet seconded the motion. The motion carried unanimously. There was one correction to the minutes. In the audit report, the word complains needs to be compliance.

**Supplemental Budget Hearing-** President Joe Van Meter opened the public hearing for the FY 2022/2023 supplemental budget at 7:01 pm and asked for comments. There were no comments.

President Joe Van Meter closed the public hearing at 7:02 pm.

President Joe Van Meter re-opened the regular Board Meeting at 7:03 pm.

**Correspondence** – None

**Guest Input** – Patti Tischer thanked the district for bringing back the Mother’s Day Breakfast and for singing her son happy birthday.

**Organizational Input**  
IAFF Local 3881 – None

KVFA- None

**Old Business**

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. We are 83% of the way through the fiscal year. Personnel Services is at 82%. Materials & Services is at 73%. We have received over 100% of the anticipated tax revenue. Overtime was a little high. There were payment made for radio maintenance and training. Chet Patterson made a motion to accept the financial report as presented. Greg Ego 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 –**



- Chief Ryan Russell- The 2020 Ford Explorer was sold. The new CAD system went into effect. Chief Russell stated he will be at a conference next week. He reported how the Mother's Day Breakfast went. There was a three alarm fire on McLeod.
- Division Chief Brian Butler- There was a discussion on turnout times in the middle of the night. Div. Chief Butler stated that seasonal help should help with response time.
- Division Chief Hector Blanco- There was a discussion on what a water rescue task performance cow tail tether is.

## **New Business**

**Supplemental Budget Resolution 2023-02** – Chief Ryan Russell presented an overview of the resolution created to bring monies into the General Fund for Conflagration, Grant Funds and GEMT (Ground Emergency Medical Transport) Revenue. Greg Ego moved that Resolution No. 2023-02 A Resolution Provided For A Supplemental Budget For The Fiscal Year 2022-2023, Budget Appropriation Changes Of The Keizer Fire District To Appropriate Funds From Conflagration, Grant Funds And The GEMT Program To The General Fund. Betty Hart seconded the motion. The motion carried unanimously.

**Safety Deposit Box Access-** Chief Ryan Russell stated that it is customary to have the Fire Chief on the safe deposit box at Umpqua Bank. We also have two previous employees that need to be removed from the safe deposit box. Betty Hart made a motion to remove Jeff Cowan and Randy Jackson and add Chief Ryan Russell to the safe deposit box. Chet Patterson seconded the motion. The motion carried unanimously.

## **Other Business – None**

**Good of the Order** – Betty Hart congratulated the District on the Mother's Day Breakfast. Greg Ego stated that this was his last meeting. He is leaving with a good feeling and proud to be a Director.

**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 7:27pm.

Respectfully submitted,

Greg Ego  
Secretary

06/15/23

Accrual Basis

# Keizer Fire District

## Cash Position Statement

### As of May 31, 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1011 · US Bank - Ambulance Billing</b>							95,842.95
Check	05/01/2023	843	Keizer Fire District	Ambulance Revenue		95,000.00	842.95
Check	05/16/2023	844	Keizer Fire District	Ambulance Revenue		90,000.00	(89,157.05)
Check	05/31/2023	845	Keizer Fire District	Ambulance Revenue		122,000.00	(211,157.05)
General Jour...	05/31/2023	1500		Ambulance Billing	227,744.92		16,587.87
Total 1011 · US Bank - Ambulance Billing					227,744.92	307,000.00	16,587.87
<b>1012 · Columbia Bank - Checking</b>							77,592.52
Bill Pmt -Check	05/01/2023	29791	76 Fleet/Wex Bank	Gasoline		293.07	77,299.45
Bill Pmt -Check	05/01/2023	29792	Alderson, Andrew - Ven...	OSFM IMT Conf- Per Diem		100.00	77,199.45
Bill Pmt -Check	05/01/2023	29793	BioTek Medical, Inc.	Oxygen Cylinders		565.00	76,634.45
Bill Pmt -Check	05/01/2023	29794	Comcast	Cable		68.11	76,566.34
Bill Pmt -Check	05/01/2023	29795	Cook, Steve	Paramedic Reimbursement		150.00	76,416.34
Bill Pmt -Check	05/01/2023	29796	Ensemble Solutions Gro...	NetCloud Renewal		2,534.52	73,881.82
Bill Pmt -Check	05/01/2023	29797	Keizer Times	Budget Committee Notice		45.00	73,836.82
Bill Pmt -Check	05/01/2023	29798	Keizer, City of	Diesel		11,077.86	62,758.96
Bill Pmt -Check	05/01/2023	29799	Life-Assist, Inc	PO #042423-2000		1,952.76	60,806.20
Bill Pmt -Check	05/01/2023	29800	LN Curtis & Sons, Inc	PO #2023-073		436.91	60,369.29
Bill Pmt -Check	05/01/2023	29801	Loren's Sanitation	Garbage/Recycling		261.68	60,107.61
Bill Pmt -Check	05/01/2023	29802	MCFD #1	EVT Licensing- Reimbursement		1,182.50	58,925.11
Bill Pmt -Check	05/01/2023	29803	Napa Auto Parts	PO #2023-075		134.97	58,790.14
Bill Pmt -Check	05/01/2023	29804	Newegg Business	PO #041923-1100		799.00	57,991.14
Bill Pmt -Check	05/01/2023	29805	Overhead Door - Corp.	PO #2023-064		432.00	57,559.14
Bill Pmt -Check	05/01/2023	29806	Petro Card System Inc.	Gasoline		68.64	57,490.50
Bill Pmt -Check	05/01/2023	29807	PGE	Electric		2,570.12	54,920.38
Bill Pmt -Check	05/01/2023	29808	SDAO	Management Recruitment- Chief		1,880.00	53,040.38
Bill Pmt -Check	05/01/2023	29809	SDIS	Health Insurance		65,424.29	(12,383.91)
Bill Pmt -Check	05/01/2023	29810	Standard Insurance Co...	Life & Disability Insurance		4,938.29	(17,322.20)
Bill Pmt -Check	05/01/2023	29811	Staples Credit Plan	Office Supplies		689.64	(18,011.84)
Bill Pmt -Check	05/01/2023	29812	Verizon	Cell Phones & Modems		1,009.65	(19,021.49)
Deposit	05/02/2023			Deposit	95,125.00		76,103.51
Bill Pmt -Check	05/04/2023	29813	Farrand, Nathan	Training- Per Diem		26.00	76,077.51
Bill Pmt -Check	05/04/2023	29814	Juarez, Miguel	Per Diem- Training		59.00	76,018.51
Bill Pmt -Check	05/04/2023	29815	McCormick, Brittany	Per Diem- Training		59.00	75,959.51
Bill Pmt -Check	05/04/2023	29816	Perkins, Jason - Career	686		59.00	75,900.51
Bill Pmt -Check	05/04/2023	29817	Wendtlock, Amber	Training- Per Diem		118.00	75,782.51
General Jour...	05/09/2023	1484		Visa- Blanco		490.00	75,292.51
General Jour...	05/09/2023	1484		Visa- Brozovich		571.82	74,720.69
General Jour...	05/09/2023	1484		Visa- Butler		1,545.90	73,174.79
General Jour...	05/09/2023	1484		Visa- Russell		1,431.43	71,743.36
General Jour...	05/09/2023	1484		Visa- Storms		711.94	71,031.42
General Jour...	05/09/2023	1484		Visa- Wilson		587.16	70,444.26
General Jour...	05/11/2023	1487		LGIP transfer to Checking	100,000.00		170,444.26
Bill Pmt -Check	05/12/2023	29818	Parent Bark Blowers	PO #2023-085		900.00	169,544.26
General Jour...	05/12/2023	1488		PERS		101,297.83	68,246.43
Bill Pmt -Check	05/16/2023	29819	911 Supply, Inc			2,148.14	66,098.29
Bill Pmt -Check	05/16/2023	29820	AccurAccounts, Inc.	Payroll & Quarterlies		2,201.37	63,896.92
Bill Pmt -Check	05/16/2023	29821	All Star Health	050123-1000		1,020.00	62,876.92
Bill Pmt -Check	05/16/2023	29822	BoundTree	108812		857.11	62,019.81
Bill Pmt -Check	05/16/2023	29823	Braun Northwest, Inc.	PO #2023-067		592.62	61,427.19
Bill Pmt -Check	05/16/2023	29824	C.W. Nielsen Mfg. Corpo...	PO #032523-0800		121.40	61,305.79
Bill Pmt -Check	05/16/2023	29825	Cascade Fire Equipment	PO #2023-082		136.57	61,169.22
Bill Pmt -Check	05/16/2023	29826	Central Refrigeration	Ice Machine Lease		150.00	61,019.22
Bill Pmt -Check	05/16/2023	29827	Comcast	Telephones		497.54	60,521.68
Bill Pmt -Check	05/16/2023	29828	Complete Wireless	PO #041123-1115		2,503.50	58,018.18
Bill Pmt -Check	05/16/2023	29829	DMV	Background Checks		6.00	58,012.18
Bill Pmt -Check	05/16/2023	29830	Home Depot	Chainsaws		781.96	57,230.22
Bill Pmt -Check	05/16/2023	29831	Hughes Fire Equipment,...			387.28	56,842.94
Bill Pmt -Check	05/16/2023	29832	Juarez, Miguel	Fuel Reimbursement		40.00	56,802.94
Bill Pmt -Check	05/16/2023	29833	Keizer Chamber of Com...	Advertising		350.00	56,452.94
Bill Pmt -Check	05/16/2023	29834	Keizer Outdoor Power, I...	PO #2023-081		238.80	56,214.14
Bill Pmt -Check	05/16/2023	29835	Keizer Times	Supplemental Budget		85.00	56,129.14
Bill Pmt -Check	05/16/2023	29836	Keizer, City of	Water/Sewer		762.05	55,367.09
Bill Pmt -Check	05/16/2023	29837	Killers Pest Control	Pest Control		90.00	55,277.09
Bill Pmt -Check	05/16/2023	29838	Les Schwab	PO #2023-083		3,474.94	51,802.15
Bill Pmt -Check	05/16/2023	29839	Life-Assist, Inc			2,396.72	49,405.43
Bill Pmt -Check	05/16/2023	29840	LN Curtis & Sons, Inc			1,777.52	47,627.91
Bill Pmt -Check	05/16/2023	29841	Local Government Law ...	Legal Services		1,352.00	46,275.91
Bill Pmt -Check	05/16/2023	29842	Lowe's	Building Maintenance Supplies		286.62	45,989.29
Bill Pmt -Check	05/16/2023	29843	Motorola Solutions, Inc.	1012002359-0001		1,116.36	44,872.93
Bill Pmt -Check	05/16/2023	29844	New Media Northwest, I...	Consulting Fee		3,000.00	41,872.93
Bill Pmt -Check	05/16/2023	29845	NW Natural	Natural Gas		1,147.51	40,725.42
Bill Pmt -Check	05/16/2023	29846	NWSC, Inc.	PO #042423-0800		74.10	40,651.32
Bill Pmt -Check	05/16/2023	29847	Oregon State Police	PO #050123-1000		46.00	40,605.32
Bill Pmt -Check	05/16/2023	29848	Overhead Door - Corp.	PO #2023-080		1,686.00	38,919.32
Bill Pmt -Check	05/16/2023	29849	Perkins, Jason - Career	686		50.03	38,869.29
Bill Pmt -Check	05/16/2023	29850	Premier Truck Service	PO #2023-086		43.58	38,825.71
Bill Pmt -Check	05/16/2023	29851	Safeway	Swearing In Ceremony		51.24	38,774.47
Bill Pmt -Check	05/16/2023	29852	Salem, City of	VOID: Radio Services			38,774.47
Bill Pmt -Check	05/16/2023	29853	Schurter Trucking LLC			3,305.73	35,468.74
Bill Pmt -Check	05/16/2023	29854	SeaWestern, Inc			15,907.19	19,561.55
Bill Pmt -Check	05/16/2023	29855	Storms, Anne-Marie (Ve...	OFMA Conference- Per Diem		108.00	19,453.55
Bill Pmt -Check	05/16/2023	29856	System Design West, LLC.	EMS Billing Fees- April		7,572.87	11,880.68
Bill Pmt -Check	05/16/2023	29857	Toshiba Financial Services	Copier Lease		430.00	11,450.68
Bill Pmt -Check	05/16/2023	29858	Turner Fire Dist.	PO #042123-7030		673.60	10,777.08
Bill Pmt -Check	05/16/2023	29859	Walter E. Nelson Co.			1,114.80	9,662.28
Bill Pmt -Check	05/16/2023	29860	Keizer Outdoor Power, I...	PO #2023-079		359.06	9,303.22
Bill Pmt -Check	05/16/2023	29861	Salem, City of	Radio Services		10,150.50	(847.28)
Payment	05/17/2023	2069	Kellogg RFPD		36,000.00		35,152.72

06/15/23

Accrual Basis

**Keizer Fire District**  
**Cash Position Statement**  
**As of May 31, 2023**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	05/17/2023			Deposit	132,348.32		167,501.04
General Jour...	05/23/2023	1489		LGIP transfer to checking	300,000.00		467,501.04
General Jour...	05/26/2023	1490		Visa- Russell		2,211.47	465,289.57
Bill Pmt -Check	05/31/2023	29862	911 Supply, Inc			863.17	464,426.40
Bill Pmt -Check	05/31/2023	29863	BioTek Medical, Inc.	Oxygen Cylinders		540.50	463,885.90
Bill Pmt -Check	05/31/2023	29864	BoundTree	108812		2,485.43	461,400.47
Bill Pmt -Check	05/31/2023	29865	C.W. Nielsen Mfg. Corpo...	PO #032623-0455		176.40	461,224.07
Bill Pmt -Check	05/31/2023	29866	Chemeketa Community ...	PO #0222223-1000		812.00	460,412.07
Bill Pmt -Check	05/31/2023	29867	CIS Benefits	Dental Insurance- June		5,545.50	454,866.57
Bill Pmt -Check	05/31/2023	29868	Cruise Master Prisms, Inc.			3,396.90	451,469.67
Bill Pmt -Check	05/31/2023	29869	Day Wireless Systems, L...	PO #2023-088		416.56	451,053.11
Bill Pmt -Check	05/31/2023	29870	Hughes Fire Equipment,...			404.18	450,648.93
Bill Pmt -Check	05/31/2023	29871	Keizer Times	Mother's Day Breakfast Ad		275.00	450,373.93
Bill Pmt -Check	05/31/2023	29872	Life-Assist, Inc	PO #051823-2215		677.87	449,696.06
Bill Pmt -Check	05/31/2023	29873	LN Curtis & Sons, Inc			5,248.99	444,447.07
Bill Pmt -Check	05/31/2023	29874	Medline Industries, Inc	PO #050523-1800		1,640.00	442,807.07
Bill Pmt -Check	05/31/2023	29875	Napa Auto Parts	PO #2023-100		27.96	442,779.11
Bill Pmt -Check	05/31/2023	29876	New Media Northwest, L...	Levy Consulting Services		3,000.00	439,779.11
Bill Pmt -Check	05/31/2023	29877	NWSC, Inc.	PO #032723-1259		467.35	439,311.76
Bill Pmt -Check	05/31/2023	29878	OHA	GEMT- Non Federal Share		22,191.16	417,120.60
Bill Pmt -Check	05/31/2023	29879	Oregon Corrections Ente...	PO #2023-057		2,627.00	414,493.60
Bill Pmt -Check	05/31/2023	29880	Petro Card System Inc.	Gasoline		88.19	414,405.41
Bill Pmt -Check	05/31/2023	29881	PGE	Electric		2,713.63	411,691.78
Bill Pmt -Check	05/31/2023	29882	Professional Benefit Ser...	Cafeteria Plan Fee		65.00	411,626.78
Bill Pmt -Check	05/31/2023	29883	Rutter, Josh	Per Diem- Fire Inspector		223.00	411,403.78
Bill Pmt -Check	05/31/2023	29884	Salem, City of	Dispatch Fees		60,824.42	350,579.36
Bill Pmt -Check	05/31/2023	29885	Schurter Trucking LLC			2,161.96	348,417.40
Bill Pmt -Check	05/31/2023	29886	SeaWestern, Inc	PO #021323-2174		2,222.85	346,194.55
Bill Pmt -Check	05/31/2023	29887	Standard Insurance Co...	Life & Disability Insurance		2,586.94	343,607.61
Bill Pmt -Check	05/31/2023	29888	Staples Credit Plan	Office Supplies		399.75	343,207.86
Bill Pmt -Check	05/31/2023	29889	Stryker Sales Corporation	PO #051723-1700		333.20	342,874.66
Bill Pmt -Check	05/31/2023	29890	Sunderland, Jacquelynn	Per Diem- EMS Conference		302.00	342,572.66
Bill Pmt -Check	05/31/2023	29891	Underwriters Laboratori...	PO #2023-077		3,540.00	339,032.66
Bill Pmt -Check	05/31/2023	29892	Verizon	Cell Phones & Modems		980.60	338,052.06
Bill Pmt -Check	05/31/2023	29893	West Coast Hose Repair	PO #2023-095		70.00	337,982.06
Bill Pmt -Check	05/31/2023	29894	OHA	GEMT- Admin Fees		4,438.23	333,543.83
General Jour...	05/31/2023	1496		Payroll		240,574.64	92,969.19
General Jour...	05/31/2023	1496		IRS		100,067.80	(7,098.61)
General Jour...	05/31/2023	1496		Oregon Dept of Rev		25,351.00	(32,449.61)
General Jour...	05/31/2023	1496		HRA Veba- #6985		10,250.00	(42,699.61)
General Jour...	05/31/2023	1496		IAFF Local 3881- #6986		3,969.00	(46,668.61)
General Jour...	05/31/2023	1496		KFD Cafeteria- #6987		817.50	(47,486.11)
General Jour...	05/31/2023	1496		PenServ #6988		1,177.27	(48,663.38)
General Jour...	05/31/2023	1496		Valic- #6989		26,216.09	(74,879.47)
Total 1012 - Columbia Bank - Checking					663,473.32	815,945.31	(74,879.47)
<b>1015 - Bond Sales - Money Market</b>							831,330.43
General Jour...	05/31/2023	1493		Interest Rec'd	2,736.56		834,066.99
Total 1015 - Bond Sales - Money Market					2,736.56		834,066.99
<b>1020 - Petty Cash</b>							200.00
Total 1020 - Petty Cash							200.00
<b>1120 - State Investment Pool</b>							4,391,077.15
General Jour...	05/04/2023	1485		LGIP	12,974.73		4,404,051.88
General Jour...	05/04/2023	1485		LGIP	862.77		4,404,914.65
General Jour...	05/11/2023	1487		LGIP transfer to Checking		100,000.00	4,304,914.65
General Jour...	05/23/2023	1489		LGIP transfer to checking		300,000.00	4,004,914.65
General Jour...	05/31/2023	1492		Interest Received	12,513.07		4,017,427.72
General Jour...	05/31/2023	1492		Interest Received	1,093.38		4,018,521.10
General Jour...	05/31/2023	1492		Interest Received	357.48		4,018,878.58
Total 1120 - State Investment Pool					27,801.43	400,000.00	4,018,878.58
<b>TOTAL</b>					<b>921,756.23</b>	<b>1,522,945.31</b>	<b>4,794,853.97</b>

**Keizer Fire District**  
**Financial Report- All**  
**06/15/2023**

	May 23	YTD	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>4000 · Revenue</b>					
4010 · Taxes, Currrent Year	10,504.45	5,548,872.32	5,444,650.00	104,222.32	101.91%
4020 · Taxes, Prior Year	3,333.05	77,154.74	72,000.00	5,154.74	107.16%
4030 · Taxes, 911 Excise	0.00	128,848.47	124,414.00	4,434.47	103.56%
<b>4100 · EMS Revenue</b>					
4111 · GEMT Revenue	0.00	143,122.62	531,168.00	-388,045.38	26.95%
Total 4100 · EMS Revenue	326,756.43	2,707,298.22	2,531,168.00	176,130.22	106.96%
4120 · Capitol Fire Med	0.00	29,203.53	32,000.00	-2,796.47	91.26%
4140 · Interest & Dividends	16,700.49	139,845.07	53,250.00	86,595.07	262.62%
4150 · Miscellaneous	72,527.90	173,650.38	67,680.00	105,970.38	256.58%
4156 · Conflagration Reimbursement	0.00	134,916.25	134,916.00	0.25	100.0%
Total 4000 · Revenue	429,822.32	8,939,788.98	8,460,078.00	479,710.98	105.67%
9050 · Transfer In From General Fund	0.00	0.00	100,000.00	-100,000.00	0.0%
Total Income	429,822.32	8,939,788.98	8,560,078.00	379,710.98	104.44%
	429,822.32	8,939,788.98	8,560,078.00	379,710.98	104.44%
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	319,967.97	3,548,627.40	4,296,102.00	-747,474.60	82.6%
5070 · Board Members	0.00	3,250.00	4,875.00	-1,625.00	66.67%
5080 · Overtime	48,693.96	684,090.99	437,000.00	247,090.99	156.54%
5082 · Longevity Incentive	952.53	11,467.65	7,054.00	4,413.65	162.57%
5083 · Leave Payoff	0.00	97,357.92	85,000.00	12,357.92	114.54%
5084 · Wellness Incentive	0.00	5,000.00	8,000.00	-3,000.00	62.5%
5085 · Education Incentive	1,725.00	18,900.00	35,930.00	-17,030.00	52.6%
5086 · Preceptor Pay	0.00	300.00	1,200.00	-900.00	25.0%
5090 · Volunteer Program	200.00	27,084.03	85,750.00	-58,665.97	31.59%
5110 · Payroll Tax Soc. Sec. (FICA)	27,795.90	307,247.63	346,637.00	-39,389.37	88.64%
5115 · State Unemployment Tax (SUTA)	363.37	4,120.45	5,053.00	-932.55	81.55%
5119 · Workers' Compensation Tax	106.03	1,088.19	2,307.00	-1,218.81	47.17%
5120 · Workers' Compensation	-3,525.14	110,522.21	230,000.00	-119,477.79	48.05%
5125 · Health and Dental Insurance	61,372.29	680,840.59	869,350.00	-188,509.41	78.32%
5126 · Medical Savings Plan (HRA Veba)	10,250.00	109,250.00	123,000.00	-13,750.00	88.82%
5127 · Cafeteria Plan Administration	65.00	505.00	1,400.00	-895.00	36.07%
5130 · Life & Disability Insurance	2,586.94	28,416.27	39,616.00	-11,199.73	71.73%
5135 · Retirement (PERS)	101,291.75	1,192,509.09	1,352,987.00	-160,477.91	88.14%
5137 · Deferred Compensation Match	6,598.08	76,255.61	95,244.00	-18,988.39	80.06%
5210 · Physical Exams	0.00	1,820.00	20,035.00	-18,215.00	9.08%
5220 · Employee Assistance Plan (EAP)	0.00	1,010.88	3,200.00	-2,189.12	31.59%
Total 5000 · Personal Services	578,443.68	6,909,663.91	8,049,740.00	-1,140,076.09	85.84%
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	-21,767.32	-19,893.31	17,350.00	-37,243.31	-114.66%
6015 · Dispatch 911	60,824.42	372,680.00	372,680.00	0.00	100.0%

# Keizer Fire District Financial Report- All

	06/15/2023				
	May 23	YTD	Budget	\$ Over Budget	% of Budget
6020 · Volunteer Recruitment/Retention	0.00	0.00	1,000.00	-1,000.00	0.0%
6022 · Grant Expense	0.00	0.00	11,500.00	-11,500.00	0.0%
6025 · Civil Service Expense	1,066.00	8,533.74	7,000.00	1,533.74	121.91%
6035 · Apparatus Maintenance(Vehicles)	8,448.49	70,330.84	68,000.00	2,330.84	103.43%
6040 · Equipment Maintenance	375.50	22,128.40	25,425.00	-3,296.60	87.03%
6062 · Furniture	2,777.00	11,719.38	14,500.00	-2,780.62	80.82%
6070 · Small Tools & FF Equip/Supplies	5,735.53	25,585.20	19,750.00	5,835.20	129.55%
6073 · Building & Grounds Maintenance	4,939.61	85,453.33	87,250.00	-1,796.67	97.94%
6074 · Building Improvements	0.00	17,015.03	66,000.00	-48,984.97	25.78%
6075 · Radio Maintenance	10,150.50	54,772.30	51,800.00	2,972.30	105.74%
6080 · Ladder & Hose Testing	3,540.00	11,045.37	8,840.00	2,205.37	124.95%
6100 · Turnouts & Prot. Equipment	5,717.81	41,190.14	72,800.00	-31,609.86	56.58%
6137 · Uniforms	1,476.67	40,502.84	34,500.00	6,002.84	117.4%
6145 · Supplies	1,114.80	10,649.29	12,000.00	-1,350.71	88.74%
6160 · Public Ed / Fire Prevention	110.95	3,757.05	13,200.00	-9,442.95	28.46%
6180 · Medical Supplies	10,108.90	130,130.70	120,000.00	10,130.70	108.44%
6200 · District Meetings	426.73	1,832.11	1,500.00	332.11	122.14%
6210 · District Events	5,167.61	6,831.78	9,600.00	-2,768.22	71.16%
6300 · Utilities	6,848.13	53,182.33	55,250.00	-2,067.67	96.26%
6400 · Fuel Expense	900.27	45,115.01	45,750.00	-634.99	98.61%
6505 · Communications	1,478.14	19,651.51	27,650.00	-7,998.49	71.07%
6600 · Training	4,140.94	63,770.16	63,500.00	270.16	100.43%
6605 · Training Supplies	319.90	-4,446.36	4,900.00	-9,346.36	-90.74%
6620 · Water Rescue	0.00	3,132.88	2,500.00	632.88	125.32%
6622 · Health & Fitness Supplies	0.00	136.72	1,000.00	-863.28	13.67%
6704 · Computer/Network Expenses	870.82	48,017.22	56,816.00	-8,798.78	84.51%
6707 · Office Supplies	399.75	3,304.55	7,600.00	-4,295.45	43.48%
6710 · Insurance & Fidelity Bond	0.00	58,054.00	54,900.00	3,154.00	105.75%
6715 · Publicity/Advertising	360.00	3,942.00	6,950.00	-3,008.00	56.72%
6720 · Printing and Publishing	0.00	348.94	4,600.00	-4,251.06	7.59%
6727 · Dues/Subscriptions/Fees-Career	35,364.01	345,768.04	360,160.00	-14,391.96	96.0%
6750 · Other Professional Services	5,201.37	96,649.56	113,200.00	-16,550.44	85.38%
6771 · GO Bond Payment	0.00	235,000.00	235,000.00	0.00	100.0%
6772 · Interest Expense	0.00	141,732.00	141,732.00	0.00	100.0%
6780 · Election Expense	0.00	0.00	15,000.00	-15,000.00	0.0%
<b>Total 6000 · Materials and Services</b>	<b>156,096.53</b>	<b>2,007,622.75</b>	<b>2,211,203.00</b>	<b>-203,580.25</b>	<b>90.79%</b>
<b>7000 · Capital Outlay</b>	<b>0.00</b>	<b>5,768.34</b>	<b>70,000.00</b>	<b>-64,231.66</b>	<b>8.24%</b>
<b>8200 · Bond Capital Projects Expend.</b>					
8210 · Equipment	11,402.40	48,786.10	105,363.00	-56,576.90	46.3%
8240 · Staff/Misc. Vehicles	0.00	0.00	50,000.00	-50,000.00	0.0%
<b>Total 8200 · Bond Capital Projects Expend.</b>	<b>11,402.40</b>	<b>48,786.10</b>	<b>155,363.00</b>	<b>-106,576.90</b>	<b>31.4%</b>
<b>9000 · Transfers and/or Miscellaneous</b>	<b>122,000.00</b>	<b>0.00</b>	<b>951,250.00</b>	<b>-951,250.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>867,942.61</b>	<b>8,971,841.10</b>	<b>11,437,556.00</b>	<b>-2,465,714.90</b>	<b>78.44%</b>

**Keizer Fire District**  
**General Fund- Admin**  
**06/15/2023**

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	31,587.96	484,637.42	435,403.00	49,234.42	111.31%
5070 · Board Members	0.00	3,050.00	4,875.00	-1,825.00	62.56%
5080 · Overtime	2,731.25	5,561.12	12,000.00	-6,438.88	46.34%
5083 · Leave Payoff	0.00	18,966.99	15,000.00	3,966.99	126.45%
5084 · Wellness Incentive	0.00	600.00	600.00	0.00	100.0%
5085 · Education Incentive	75.00	300.00	900.00	-600.00	33.33%
5110 · Payroll Tax Soc. Sec. (FICA)	2,609.97	21,981.07	35,874.00	-13,892.93	61.27%
5115 · State Unemployment Tax (SUTA)	34.12	344.30	515.00	-170.70	66.85%
5119 · Workers' Compensation Tax	5.84	42.79	220.00	-177.21	19.45%
5120 · Workers' Compensation	0.00	120,078.98	230,000.00	-109,921.02	52.21%
5125 · Health and Dental Insurance	2,294.09	29,372.69	44,613.00	-15,240.31	65.84%
5126 · Medical Savings Plan (HRA Veba)	750.00	6,500.00	9,000.00	-2,500.00	72.22%
5127 · Cafeteria Plan Administration	65.00	505.00	1,400.00	-895.00	36.07%
5130 · Life & Disability Insurance	157.00	2,020.39	4,357.00	-2,336.61	46.37%
5135 · Retirement (PERS)	38,843.70	473,075.46	535,052.00	-61,976.54	88.42%
5137 · Deferred Compensation Match	1,881.21	13,696.41	25,032.00	-11,335.59	54.72%
5210 · Physical Exams	0.00	0.00	400.00	-400.00	0.0%
5220 · Employee Assistance Plan (EAP)	0.00	1,010.88	3,200.00	-2,189.12	31.59%
<b>Total 5000 · Personal Services</b>	<b>81,035.14</b>	<b>1,181,743.50</b>	<b>1,358,441.00</b>	<b>-176,697.50</b>	<b>86.99%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	0.00	4,002.16	17,350.00	-13,347.84	23.07%
6015 · Dispatch 911	60,824.42	372,680.00	372,680.00	0.00	100.0%
6025 · Civil Service Expense	1,066.00	7,273.74	7,000.00	273.74	103.91%
6062 · Furniture	2,777.00	11,719.38	14,500.00	-2,780.62	80.82%
6073 · Building & Grounds Maintenance	4,939.61	85,453.33	87,250.00	-1,796.67	97.94%
6074 · Building Improvements	0.00	17,015.03	66,000.00	-48,984.97	25.78%
6145 · Supplies	1,114.80	10,649.29	12,000.00	-1,350.71	88.74%
6200 · District Meetings	426.73	1,832.11	1,500.00	332.11	122.14%
6210 · District Events	4,904.11	6,568.28	9,600.00	-3,031.72	68.42%
6300 · Utilities	6,848.13	53,182.33	55,250.00	-2,067.67	96.26%
6505 · Communications	1,478.14	19,651.51	27,650.00	-7,998.49	71.07%
6704 · Computer/Network Expenses	870.82	48,017.22	56,816.00	-8,798.78	84.51%
6707 · Office Supplies	399.75	3,304.55	7,600.00	-4,295.45	43.48%
6710 · Insurance & Fidelity Bond	0.00	58,054.00	54,900.00	3,154.00	105.75%
6715 · Publicity/Advertising	360.00	3,942.00	6,450.00	-2,508.00	61.12%
6720 · Printing and Publishing	0.00	348.94	4,600.00	-4,251.06	7.59%
6727 · Dues/Subscriptions/Fees-Career	71.75	12,321.28	13,265.00	-943.72	92.89%
6750 · Other Professional Services	5,201.37	91,649.56	103,200.00	-11,550.44	88.81%
<b>Total 6000 · Materials and Services</b>	<b>91,282.63</b>	<b>807,664.71</b>	<b>932,611.00</b>	<b>-124,946.29</b>	<b>86.6%</b>
<b>9000 · Transfers and/or Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>-100,000.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>172,317.77</b>	<b>1,989,408.21</b>	<b>2,391,052.00</b>	<b>-401,643.79</b>	<b>83.2%</b>

**Keizer Fire District**  
**General Fund- Fire**  
**06/15/2023**

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	195,523.10	2,039,883.43	2,650,821.00	-610,937.57	76.95%
5080 · Overtime	38,189.14	492,967.18	250,000.00	242,967.18	197.19%
5082 · Longevity Incentive	605.99	9,118.39	6,449.00	2,669.39	141.39%
5083 · Leave Payoff	0.00	43,967.21	40,000.00	3,967.21	109.92%
5084 · Wellness Incentive	0.00	3,400.00	4,600.00	-1,200.00	73.91%
5085 · Education Incentive	1,275.00	14,250.00	22,500.00	-8,250.00	63.33%
5090 · Volunteer Program	0.00	0.00	0.00	0.00	0.0%
5110 · Payroll Tax Soc. Sec. (FICA)	17,660.27	192,089.10	210,455.00	-18,365.90	91.27%
5115 · State Unemployment Tax (SUTA)	230.86	2,554.59	3,026.00	-471.41	84.42%
5119 · Workers' Compensation Tax	62.32	620.11	1,265.00	-644.89	49.02%
5125 · Health and Dental Insurance	40,026.81	416,561.26	508,854.00	-92,292.74	81.86%
5126 · Medical Savings Plan (HRA Veba)	5,750.00	59,250.00	69,000.00	-9,750.00	85.87%
5130 · Life & Disability Insurance	1,471.45	15,084.17	23,344.00	-8,259.83	64.62%
5135 · Retirement (PERS)	48,985.06	531,882.30	551,545.00	-19,662.70	96.44%
5137 · Deferred Compensation Match	3,362.89	46,367.39	56,672.00	-10,304.61	81.82%
5210 · Physical Exams	0.00	1,820.00	5,975.00	-4,155.00	30.46%
<b>Total 5000 · Personal Services</b>	<b>353,142.89</b>	<b>3,869,815.13</b>	<b>4,404,506.00</b>	<b>-534,690.87</b>	<b>87.86%</b>
<b>6000 · Materials and Services</b>					
6022 · Grant Expense	0.00	0.00	11,500.00	-11,500.00	0.0%
6035 · Apparatus Maintenance(Vehicles)	4,843.07	38,635.86	37,000.00	1,635.86	104.42%
6040 · Equipment Maintenance	375.50	11,679.40	8,500.00	3,179.40	137.41%
6070 · Small Tools & FF Equip/Supplies	5,105.27	16,078.87	10,750.00	5,328.87	149.57%
6075 · Radio Maintenance	10,150.50	54,772.30	51,800.00	2,972.30	105.74%
6080 · Ladder & Hose Testing	3,540.00	11,045.37	8,840.00	2,205.37	124.95%
6100 · Turnouts & Prot. Equipment	5,717.81	41,190.14	72,800.00	-31,609.86	56.58%
6137 · Uniforms	1,476.67	40,502.84	33,000.00	7,502.84	122.74%
6160 · Public Ed / Fire Prevention	110.95	3,757.05	13,200.00	-9,442.95	28.46%
6210 · District Events	263.50	263.50	0.00	263.50	100.0%
6400 · Fuel Expense	900.27	20,883.22	28,500.00	-7,616.78	73.27%
6600 · Training	0.00	0.00	0.00	0.00	0.0%
6620 · Water Rescue	0.00	3,132.88	2,500.00	632.88	125.32%
6622 · Health & Fitness Supplies	0.00	136.72	1,000.00	-863.28	13.67%
6727 · Dues/Subscriptions/Fees-Career	0.00	15,034.15	13,320.00	1,714.15	112.87%
<b>Total 6000 · Materials and Services</b>	<b>32,483.54</b>	<b>257,112.30</b>	<b>292,710.00</b>	<b>-35,597.70</b>	<b>87.84%</b>
<b>7000 · Capital Outlay</b>	<b>0.00</b>	<b>5,768.34</b>	<b>10,000.00</b>	<b>-4,231.66</b>	<b>57.68%</b>
<b>8200 · Bond Capital Projects Expend.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>385,626.43</b>	<b>4,132,695.77</b>	<b>4,707,216.00</b>	<b>-574,520.23</b>	<b>87.8%</b>

**Keizer Fire District**  
**General Fund- EMS**  
**06/15/2023**

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	80,740.25	890,823.29	1,064,483.00	-173,659.71	83.69%
5080 · Overtime	7,773.57	185,036.41	175,000.00	10,036.41	105.74%
5082 · Longevity Incentive	112.54	2,115.26	605.00	1,510.26	349.63%
5083 · Leave Payoff	0.00	24,412.80	20,000.00	4,412.80	122.06%
5084 · Wellness Incentive	0.00	800.00	2,600.00	-1,800.00	30.77%
5085 · Education Incentive	300.00	3,525.00	11,630.00	-8,105.00	30.31%
5086 · Preceptor Pay	0.00	300.00	1,200.00	-900.00	25.0%
5090 · Volunteer Program	0.00	0.00	0.00	0.00	0.0%
5110 · Payroll Tax Soc. Sec. (FICA)	6,612.22	82,576.14	87,354.00	-4,777.86	94.53%
5115 · State Unemployment Tax (SUTA)	86.45	1,079.47	1,326.00	-246.53	81.41%
5119 · Workers' Compensation Tax	35.12	399.59	770.00	-370.41	51.9%
5125 · Health and Dental Insurance	16,790.81	209,824.69	288,734.00	-78,909.31	72.67%
5126 · Medical Savings Plan (HRA Veba)	3,500.00	40,750.00	42,000.00	-1,250.00	97.02%
5130 · Life & Disability Insurance	879.99	10,448.21	10,478.00	-29.79	99.72%
5135 · Retirement (PERS)	11,040.68	157,729.65	222,773.00	-65,043.35	70.8%
5137 · Deferred Compensation Match	309.02	4,697.25	1,000.00	3,697.25	469.73%
5210 · Physical Exams	0.00	0.00	3,155.00	-3,155.00	0.0%
<b>Total 5000 · Personal Services</b>	<b>128,180.65</b>	<b>1,614,517.76</b>	<b>1,933,108.00</b>	<b>-318,590.24</b>	<b>83.52%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	-21,767.32	-23,895.47	0.00	-23,895.47	100.0%
6035 · Apparatus Maintenance(Vehicles)	3,605.42	31,694.98	31,000.00	694.98	102.24%
6040 · Equipment Maintenance	0.00	10,449.00	16,925.00	-6,476.00	61.74%
6070 · Small Tools & FF Equip/Supplies	0.00	8,396.14	9,000.00	-603.86	93.29%
6180 · Medical Supplies	10,108.90	130,130.70	120,000.00	10,130.70	108.44%
6400 · Fuel Expense	0.00	24,231.79	17,250.00	6,981.79	140.47%
6727 · Dues/Subscriptions/Fees-Career	35,002.26	311,245.31	324,510.00	-13,264.69	95.91%
6750 · Other Professional Services	0.00	5,000.00	10,000.00	-5,000.00	50.0%
<b>Total 6000 · Materials and Services</b>	<b>26,949.26</b>	<b>497,252.45</b>	<b>528,685.00</b>	<b>-31,432.55</b>	<b>94.06%</b>
<b>7000 · Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>-10,000.00</b>	<b>0.0%</b>
<b>9000 · Transfers and/or Miscellaneous</b>	<b>122,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>277,129.91</b>	<b>2,111,770.21</b>	<b>2,471,793.00</b>	<b>-360,022.79</b>	<b>85.44%</b>



# Keizer Fire District General Fund- Training

06/15/2023

	May 23	YTD	Budget	\$ Over Budget	% of Budget
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	12,116.66	133,283.26	145,395.00	-12,111.74	91.67%
5080 · Overtime	0.00	526.28	0.00	526.28	100.0%
5083 · Leave Payoff	0.00	10,010.92	10,000.00	10.92	100.11%
5084 · Wellness Incentive	0.00	200.00	200.00	0.00	100.0%
5085 · Education Incentive	75.00	825.00	900.00	-75.00	91.67%
5090 · Volunteer Program	200.00	27,084.03	85,750.00	-58,665.97	31.59%
5110 · Payroll Tax Soc. Sec. (FICA)	913.44	10,601.32	12,954.00	-2,352.68	81.84%
5115 · State Unemployment Tax (SUTA)	11.94	142.09	186.00	-43.91	76.39%
5119 · Workers' Compensation Tax	2.75	25.70	52.00	-26.30	49.42%
5125 · Health and Dental Insurance	2,260.58	25,081.95	27,149.00	-2,067.05	92.39%
5126 · Medical Savings Plan (HRA Veba)	250.00	2,750.00	3,000.00	-250.00	91.67%
5130 · Life& Disability Insurance	78.50	863.50	1,437.00	-573.50	60.09%
5135 · Retirement (PERS)	2,422.31	29,821.68	43,617.00	-13,795.32	68.37%
5137 · Deferred Compensation Match	1,044.96	11,494.56	12,540.00	-1,045.44	91.66%
5210 · Physical Exams	0.00	0.00	10,505.00	-10,505.00	0.0%
<b>Total 5000 · Personal Services</b>	<b>19,376.14</b>	<b>252,710.29</b>	<b>353,685.00</b>	<b>-100,974.71</b>	<b>71.45%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	0.00	0.00	0.00	0.00	0.0%
6020 · Volunteer Recruitment/Retention	0.00	0.00	1,000.00	-1,000.00	0.0%
6137 · Uniforms	0.00	0.00	1,500.00	-1,500.00	0.0%
6600 · Training	4,140.94	63,770.16	63,500.00	270.16	100.43%
6605 · Training Supplies	319.90	6,177.69	4,900.00	1,277.69	126.08%
6715 · Publicity/Advertising	0.00	0.00	500.00	-500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	290.00	7,167.30	9,065.00	-1,897.70	79.07%
<b>Total 6000 · Materials and Services</b>	<b>4,750.84</b>	<b>77,115.15</b>	<b>80,465.00</b>	<b>-3,349.85</b>	<b>95.84%</b>
<b>Total Expense</b>	<b>24,126.98</b>	<b>329,825.44</b>	<b>434,150.00</b>	<b>-104,324.56</b>	<b>75.97%</b>

**Keizer Fire District**  
**Reserve Fund**  
06/15/2023

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
<b>4000 · Revenue</b>					
4140 · Interest & Dividends	357.48	2,791.37	750.00	2,041.37	372.18%
<b>Total 4000 · Revenue</b>	357.48	2,791.37	750.00	2,041.37	372.18%
<b>9050 · Transfer In From General Fund</b>	0.00	0.00	100,000.00	-100,000.00	0.0%
<b>Total Income</b>	357.48	2,791.37	100,750.00	-97,958.63	2.77%
<b>Expense</b>					
<b>7000 · Capital Outlay</b>					
7010 · Fire/Rescue Equipment	0.00	0.00	25,000.00	-25,000.00	0.0%
7040 · Land/Bldg Improvement	0.00	0.00	25,000.00	-25,000.00	0.0%
<b>Total 7000 · Capital Outlay</b>	0.00	0.00	50,000.00	-50,000.00	0.0%
<b>9000 · Transfers and/or Miscellaneous</b>					
9034 · Reserved for Future Expenditure	0.00	0.00	151,250.00	-151,250.00	0.0%
<b>Total 9000 · Transfers and/or Miscellaneous</b>	0.00	0.00	151,250.00	-151,250.00	0.0%
<b>Total Expense</b>	0.00	0.00	201,250.00	-201,250.00	0.0%
	357.48	2,791.37	-100,500.00	103,291.37	-2.78%

**Keizer Fire District**  
**Capital Projects Fund**  
06/15/2023

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
<b>4000 · Revenue</b>					
4140 · Interest & Dividends	2,736.56	21,402.91	2,000.00	19,402.91	1,070.15%
4150 · Miscellaneous	0.00	0.00	0.00	0.00	0.0%
<b>Total 4000 · Revenue</b>	<u>2,736.56</u>	<u>21,402.91</u>	<u>2,000.00</u>	<u>19,402.91</u>	<u>1,070.15%</u>
<b>Total Income</b>	<u>2,736.56</u>	<u>21,402.91</u>	<u>2,000.00</u>	<u>19,402.91</u>	<u>1,070.15%</u>
<b>Expense</b>					
<b>8200 · Bond Capital Projects Expend.</b>					
8210 · Equipment	11,402.40	48,786.10	105,363.00	-56,576.90	46.3%
8240 · Staff/Misc. Vehicles	0.00	0.00	50,000.00	-50,000.00	0.0%
<b>Total 8200 · Bond Capital Projects Expend.</b>	<u>11,402.40</u>	<u>48,786.10</u>	<u>155,363.00</u>	<u>-106,576.90</u>	<u>31.4%</u>
<b>9000 · Transfers and/or Miscellaneous</b>					
9034 · Reserved for Future Expenditure	0.00	0.00	700,000.00	-700,000.00	0.0%
<b>Total 9000 · Transfers and/or Miscellaneous</b>	<u>0.00</u>	<u>0.00</u>	<u>700,000.00</u>	<u>-700,000.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>11,402.40</u>	<u>48,786.10</u>	<u>855,363.00</u>	<u>-806,576.90</u>	<u>5.7%</u>

**Keizer Fire District**  
**Bond Repayment Fund**  
06/15/2023

	<u>May 23</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
<b>4000 · Revenue</b>					
4010 · Taxes, Current Year	684.38	363,977.56	358,447.00	5,530.56	101.54%
4020 · Taxes, Prior Year	178.39	4,212.68	2,000.00	2,212.68	210.63%
4140 · Interest & Dividends	1,093.38	6,461.99	500.00	5,961.99	1,292.4%
<b>Total 4000 · Revenue</b>	<u>1,956.15</u>	<u>374,652.23</u>	<u>360,947.00</u>	<u>13,705.23</u>	<u>103.8%</u>
<b>Total Income</b>	<u>1,956.15</u>	<u>374,652.23</u>	<u>360,947.00</u>	<u>13,705.23</u>	<u>103.8%</u>
<b>Expense</b>					
<b>6000 · Materials and Services</b>					
6771 · GO Bond Payment	0.00	235,000.00	235,000.00	0.00	100.0%
6772 · Interest Expense	0.00	141,732.00	141,732.00	0.00	100.0%
<b>Total 6000 · Materials and Services</b>	<u>0.00</u>	<u>376,732.00</u>	<u>376,732.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>0.00</u>	<u>376,732.00</u>	<u>376,732.00</u>	<u>0.00</u>	<u>100.0%</u>

# KEIZER FIRE DISTRICT CHIEF REPORT

June 2023

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## Activities and Projects:

### ➤ 2023 Keizer Fire District Operating Levy:

- We have received a legal timeline for the upcoming levy renewal. We are continuing to work through a five-year budget forecast that will determine needed levy rates and funding requirements.
- Important Dates:
  - July 18, 2023 – Board adoption of a Board Resolution calling for the election and setting out the proposed levy specifics at the July Board Meeting. A flyer related to campaign restrictions placed on public employees will need to be posted at the station once the Board approves the resolution.
  - August 18, 2023 – Deadline to file form SEL 805 with Marion County for the levy. Submission should occur soon after the July Board Meeting.
  - September 7, 2023 – Deadline to file SEL 803 with Marion County.
  - September 7, 2023 – Deadline to submit the explanatory statement to Marion County to be included in the voter's pamphlet.
  - August 18 – September 7 – Appeal period for anyone wishing to contest the ballot title.
- New Media Northwest will be presenting the latest polling information at the June board meeting.

### ➤ 2023 Levy Information

- See included informational update regarding the 2023 Local Option Levy.

### ➤ Ambulance Billing Rate Increase

- Included resolution 2023-04 outlines revised fees for emergency and non-emergency medical services and response services.

### ➤ July 2023 Staffing

- We are currently overstaffed by two FTEs. We have added one additional FTE to the 23/24 proposed budget with the primary purpose being time off coverage, focusing on overtime reduction.

- The third additional FTE is scheduled to start on July 5, 2023. Once the two-week new hire orientation is complete, we will realign staffing to 11 personnel per shift including the Shift Commander. Our minimum staffing will remain at 10 personnel per shift.

➤ MAWS:

- Metro Area Wildland School (MAWS) was held on 6/9 and 6/10. Over the course of two days, over 200 area firefighters were able to participate in wildfire training and skills checkoffs for certifications. 7 KFD personnel took part in the training, resulting in higher levels of certification for all involved. You may have noticed our very own Rachel Brozovich on multiple news outlets representing the Oregon State Fire Marshal's office in her role as a PIO. Great work by all involved!

➤ OSFM Community Risk Reduction Grant:

- The Oregon State Fire Marshal has awarded a Defensible Space and Community Risk Reduction Grant to be shared between KFD, MCFD#1, and Aumsville Fire in the amount of \$150,000. This was a joint grant application with MCFD#1 and Aumsville Fire. I will be working with the chief of each agency to determine the next steps for the grant funding. Ideas for the project could include rural addressing for uniform signage that would make rural addresses easier to find during an emergency response and increasing defensible spaces around structures.

➤ New CAD System

- The new CAD system went live on schedule. We continue to work through some issues, which are to be expected with a project of this scale. We are confident all of our concerns will be resolved and this will be a good long-term product.

➤ Engineer Promotional Process

- On June 3<sup>rd</sup> we held an Engineer promotional process at the Brooks Training Center. All candidates performed well and all have scored high enough to earn a place on the Engineer promotional list. We now have 5 qualified candidates on the promotional list with one current vacancy. We plan to schedule chief's interviews and promote one from the list in July.

➤ KFD/MCFD#1 Intergovernmental Agreement – Station 6

- Operations continue to go well with M36 stationed at station 6. Crews are working well together and the coverage in Keizer is improved. We look forward to continued success and inter-operability opportunities.

➤ Seasonal Hires

- There were 5 personnel that applied for the seasonal firefighter positions. All of the applicants are current volunteers or resident volunteers. We have offered seasonal employment to all 5 personnel that will be working on a 2/2/3 schedule like that of M35. The seasonal firefighters will begin on June 14<sup>th</sup> with the program running through mid-September. This will allow us to up-staff with additional personnel, 7 days a week, 12 hours each day.
- These positions were made possible last summer by an OSFM up-staffing grant and the program was a great success. We were once again awarded the seasonal up-staffing grant through OSFM, in combination with the grant and budgeted money, this program will add additional response during peak summer risk and will further assist in overtime reduction.

➤ Interagency Relations:

- We met with KPD command staff to catch up and talk about interoperations and opportunities. We will work to continue an open line of communication and look for opportunities to work together. We are currently working to establish a reoccurring meeting at the command level.
- We sent a crew to represent Keizer Fire at Soggy Day at the Park on Saturday, May 2<sup>nd</sup>. The event went well and was well attended.
- We will be providing our ladder truck for an egg drop event at the City of Keizer's 40<sup>th</sup> birthday on Saturday, June 17<sup>th</sup>.
- Keizer Public Works Day is on June 22<sup>nd</sup> from 10:00 to 2:00
- I continue to meet with Chief McMann on a regular basis, ensuring an open line of communication between our agencies.

➤ Future Fire Station Funding Options:

- We are continuing to explore grant and alternate funding options for a future fire station. As the community continues to grow, so does our call volume. The current fire station is over capacity on personnel and apparatus. We are looking toward the future and beginning the plans that will meet our future needs. There are some grants and areas of funding that we are currently looking into, as well as potential partnerships we are working to develop.
- Chief McMann and I attended the Fire Station Design Conference in St. Louis Missouri last month. The conference presented information on current challenges, trends, and costs related to fire station design and construction. Current fire station construction costs in our area are currently exceeding \$550 per square foot. Overall, the conference was very informative and offered an abundance of useful information.

➤ Upcoming Classes/Conferences:

Respectfully Submitted,  
*Ryan Russell*  
Fire Chief



# EMS ACTIVITY REPORT

June 2023 Board Meeting

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- **Ambulance Billing Items:**

- Our May financial reports from Systems Design show **\$724,407.60** in new charges for **354 billable calls**. With a deposited revenue of **\$205,977.60** and an A/R balance of **\$1,258,411.13**. Our net revenue from accounts in collections during March was **\$740.40**.

- **Capital FireMed Program Revenue:**

- May report for Capital Fire Med memberships revenue was \$2, 660.00 with 38 memberships.
- April report for Capital Fire Med memberships revenue was \$1470.00 with 21 memberships
- March report for Capital Fire Med memberships revenue was \$3,220.00 with 46 memberships.
- GEMT CCO 2023-2024: The last webinar was 6/8, nothing to report at this time. Everything is on track.

Should you have any questions about any of this information, please don't hesitate to let me know.

Respectfully Submitted,

*Jacquelynn Sunderland*

EMS Billing & Records Manager

## KEIZER FIRE DISTRICT

### AMBULANCE ACTIVITIES REPORT SUMMARY

May 2023

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#### Activity by Level of Service – Count / Gross Charges:

ALS-1 E	261 =	\$482,850.00
TNT	0 =	\$0000.00
ALS-2	06 =	\$11,100.00
BLS-E	86 =	\$159,100.00
BLS-NE	01 =	\$1,850.00
Total:	354=	<b>\$724,407.60</b>

#### Activity by Unit – Count / Gross Charges:

M35	122=	249,024.30
M36	87=	180,433.20
M37	128=	260,365.10
M38	17=	34,585.00
Total:	354 =	<b>\$724,407.60</b>

Patients evaluated and not transported: 90: KFD-78, MCFD-5, SFD-5, POLK – 0, KPD - 2	
Cancellations Prior To Or Upon Arrival: 26	KFD –6, MCF-14 , SFD-6 , PD - 0
Public Service / Persons in Distress:	KFD - 38, MCFD - 0, SFD - 0
Extra Attendant During Transport: 3	@ \$89 = <b>\$267.00</b>
Transport Mileage: 2098	
<b>\$69,240.60</b>	

- CMS rules adopted 1/1/11 requiring fractional mileage.
- Gross charges reflect an ambulance rate increase effective 12/21/2022.

## EMS Billing History

[illegible]



## EMS Billing History

Revenue	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23
Jul	81,980	65,462	78,953	129,662	74,283	155,355	110,689	166,008	180,606
Aug	89,066	139,003	165,993	181,478	132,266	166,988	139,090	179,545	173,584
Sep	109,780	58,709	59,543	135,854	105,684	101,381	117,413	169,364	218,124
Oct	115,625	53,203	214,632	130,546	210,423	130,058	165,592	194,548	176,634
Nov	96,778	79,701	109,023	120,833	135,352	144,771	127,517	162,399	130,791
Dec	111,556	76,590	79,285	145,891	88,244	165,431	139,785	156,483	171,846
Jan	88,587	83,245	114,791	147,772	111,902	145,160	143,117	189,756	200,895
Feb	73,696	147,370	37,550	172,111	141,727	135,067	130,182	171,588	199,583
Mar	131,954	85,784	95,970	164,984	164,707	131,067	175,461	187,941	230,971
Apr	93,127	186,135	111,930	165,746	139,272	145,583	165,619	182,346	212,466
May	112,130	93,132	150,894	170,324	157,801	150,025	155,776	161,055	205,977
Jun	96,021	97,402	166,705	136,241	130,353	143,060	157,321	183,020	
<b>Total</b>	<b>1,200,300</b>	<b>1,165,735</b>	<b>1,385,269</b>	<b>1,801,442</b>	<b>1,592,014</b>	<b>1,713,946</b>	<b>1,727,562</b>	<b>2,104,053</b>	<b>2,101,478</b>
<b>Mon/Avg</b>	<b>100,025</b>	<b>97,145</b>	<b>115,439</b>	<b>150,120</b>	<b>132,668</b>	<b>142,829</b>	<b>143,964</b>	<b>175,338</b>	<b>187,003</b>
<b>Variance</b>	<b>38%</b>	<b>-3%</b>	<b>19%</b>	<b>30%</b>	<b>-13%</b>	<b>8%</b>	<b>1%</b>	<b>22%</b>	<b>10%</b>
Note: The above deposits do not include collection agency funds received on delinquent accounts.									
* Payments made on Salem billed claims after 11/2013 are not included in deposits listed above.									
Salem deposited revenue listed prior to 11/2013 is after deducting billing charges & issued refunds.									
IMX began submitting Keizer claims on 9/11/2013. Collection revenue is not recorded in IMX reports.									
SDW began submitting Keizer claims on 1/1/2017, first bill sent 2/17/2017. No collection revenue incl.									
KFD fees increased 7/1/2016 by 1.19%									
KFD fees increased 7/1/2017 by 2.58%									
KFD fees increased 7/1/2018 by 2.31%									
KFD fees increased 7/1/2019 by 3.70%									
KFD fees increased 7/1/2020 by 12.93%									
KFD fees increased 7/1/2021 by 12.24%									
KFD fees increased 12/21/2022 by 12.2%									

# TRAINING SAFETY AND HEALTH DIVISION

May 2023

## Chief Officers

- |                   |         |
|-------------------|---------|
| 1. Blanco, Hector | 646 (B) |
| 2. Butler, Brian  | 638 (P) |
| 3. Russell, Ryan  | 624 (P) |

## Captains

- |                      |         |
|----------------------|---------|
| 4. Brozovich, Rachel | 620 (P) |
| 5. Pittis, Aaron     | 673 (P) |
| 6. Wilson, Christina | 663 (P) |

## Lieutenants

- |                     |           |
|---------------------|-----------|
| 7. Alderson, Andrew | 670 (P)   |
| 8. Gallinger, Jeff  | 659 (P)   |
| 9. Thorne, Chris    | 625 (P)   |
| 10. Herring, Bill   | 682 (B)   |
| 11. Dryden, Matt    | 629 (Adv) |

## Engineers

- |                       |         |
|-----------------------|---------|
| 12. Finnerty, Casey   | 711 (P) |
| 13. Frazier, J. Kelby | 617 (I) |
| 14. Jensen, Mike      | 697 (P) |
| 15. Kennen, Aaron     | 737 (P) |
| 16. McClung, Ted      | 677 (P) |
| 17. Perkins, Jason    | 686 (B) |
| 18. Wendtlock, Amber  | 727 (P) |

## Firefighter/P

- |                         |         |
|-------------------------|---------|
| 19. Alsum, Isaiah       | 787 (P) |
| 20. Endicott, Justin    | 712 (P) |
| 21. Farrand, Nathan     | 710 (P) |
| 22. Gaither-Lyell, Ian  | 788 (P) |
| 23. Gillette, Layne     | 740 (P) |
| 24. Glaede, Daniel      | 766 (P) |
| 25. Juarez, Miguel      | 764 (P) |
| 26. Kruger, Brett       | 779 (P) |
| 27. Lemmon, Dustin      | 776 (P) |
| 28. Loan, Brian         | 751 (B) |
| 29. McCormick, Brittany | 743 (B) |
| 30. Miley, Eric         | 789 (P) |
| 31. Olheiser, Eric      | 781 (P) |
| 32. Saltalamachia, Ryan | 786 (P) |
| 33. Zammarelli, Chris   | 777 (P) |

## Single Roles

- |                        |         |
|------------------------|---------|
| 34. Coburn, Tim        | 607 (I) |
| 35. Cook, Steven       | 807 (P) |
| 36. Leaton, Dakota     | 808 (P) |
| 37. Santoyo, Christina | 804 (P) |

## Volunteer Firefighters

- |                       |         |
|-----------------------|---------|
| 38. Fuller, Darrell   | 750     |
| 39. Goodman, Reed     | 805     |
| 40. Grant, Ariana     | 803 (B) |
| 41. MacPherson, Jacob | 784     |
| 42. McCullough, Evan  | 801(B)  |
| 43. Ragsdale, Brandon | 800 (B) |
| 44. Riordan, Trevor   | 790 (B) |
| 45. Smith, Garren     | 809     |
| 46. Sorenson, Erik    | 774 (B) |

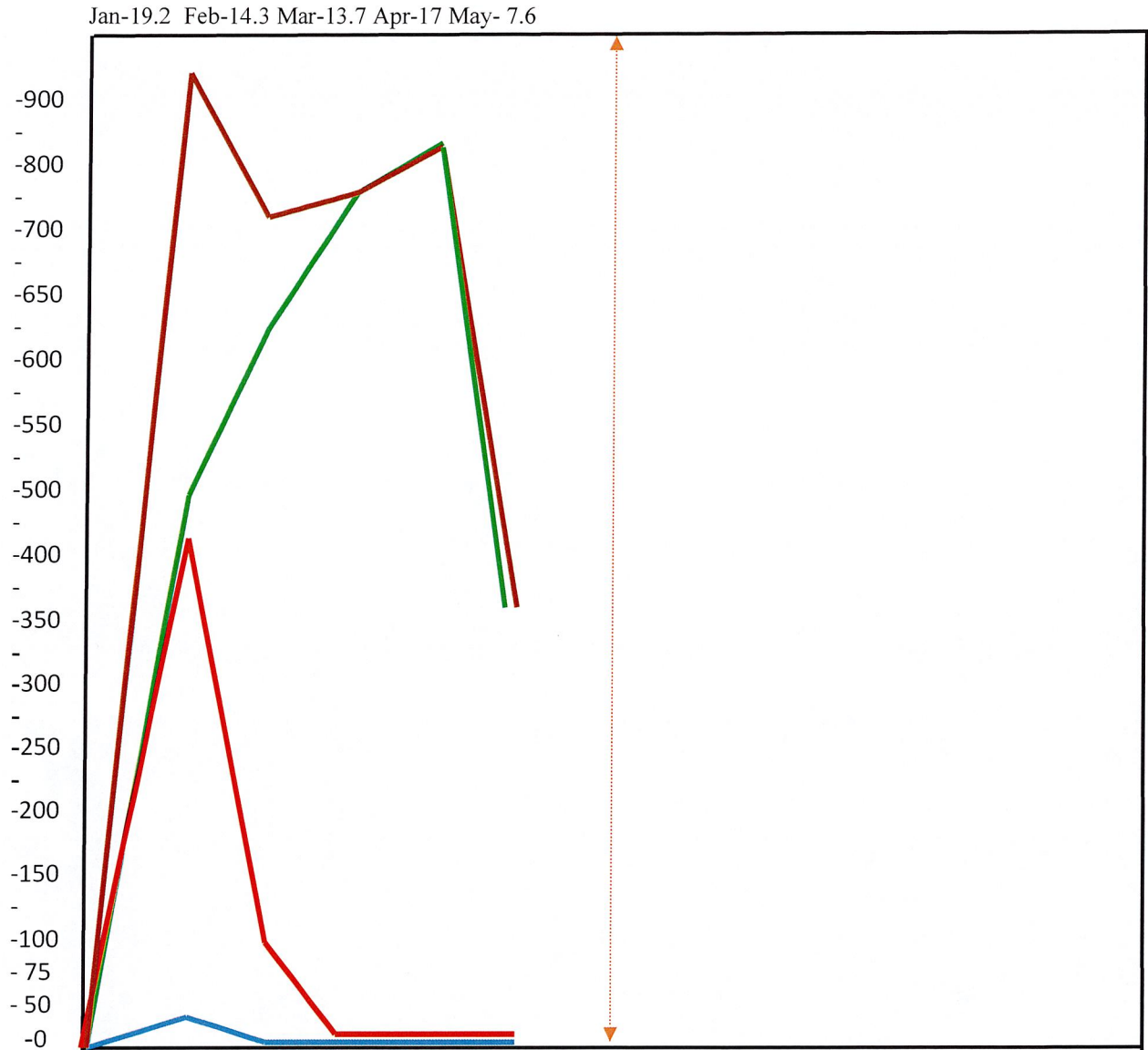
## Administrative

- |                           |     |
|---------------------------|-----|
| 47. Lynette Komp          | 723 |
| 48. Sunderland, Jacquelyn | 782 |
| 49. Rutter, Josh          | 690 |

## Fire Prevention/ Public Ed

- |                        |         |
|------------------------|---------|
| 50. Storms, Anne-Marie | 610 (B) |
|------------------------|---------|

TRAINING SAFETY AND HEALTH DIVISION  
May 2023



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>KVFA-BM</b>	20	0	0	0	0							
<b>Training</b>	476	618	729	824	358							
<b>Other</b>	410	99	0	0	0							
<b>Total</b>	906	717	729	824	358							

**Other:** Jan: Pride & Ownership, Wildland Trng, Fire/Arson Investigation Trng. Burn to learn prep hours

## TRAINING SAFETY AND HEALTH DIVISION

May 2023

**KVFA:** The KVFA is in transition; Chief Russell and Blanco are working on what the future KVFA team membership will look like.

### **Covid19**

The organization in coordination with state and federal agencies has ended COVID-19 response measures. Vaccination mandate have been lifted which means that vaccination or exceptions will not be required.

### **(MWFIA) Mid-Willamette Fire Instructors Association (member)**

Had communication issues with Zoom, Josh repaired it for me

### **Oregon Volunteer Firefighter Network (member)**

No meeting scheduled

### **Fire District Student and RV Programs**

Four students are doing well; J. MacPherson and T. Riordan, B. Ragsdale, G. Smith

### **Resigned, Dismissed, Retired**

None

### **On Restricted Duty or Injury**

One

### **Peer Fitness Committee**

No meeting scheduled, Fitness reviews are on-going

### **Peer Support Team**

Meeting needs to be rescheduled, after members return from the Hebron Fire in Hermiston

### **Training Committee**

Working various areas; training guides, AO, Aerial, single-role, prevention, officer development

### **Burn to Learn or Donated Structure**

No current structures

### **External Training in May**

Nozzle forward

Irons ready

The Art of Reading Smoke

OSFM TFL Symposium

## TRAINING SAFETY AND HEALTH DIVISION

May 2023

### **June:**

#### **Independent study (Target Solutions):**

- ☐ Review NFPA ground ladder PowerPoint
- ☐ Alcohol-free & Drug free work place training

#### **Task performances:**

- ☐ Demonstrate proficiency setting and working of ladder for utility, rescue and ventilation use:
  - 10' Attic ladder
  - 14' Roofer
  - 24' Extension ladder
  - 35' Extension ladder
- ☐ Review victim removal techniques via ladder.

#### **EMS:**

- ☐ Heat emergencies
- ☐ Burn treatment

#### **Officer Specifics:**

- ☐ Review attic fire attack strategies, priorities and RFP
- ☐ Haz-Com review
  - Identify hazards associated with facility, include location of SDS/MSDS
- ☐ Proper PPE when utilizing fire station related items/ chemicals, mowers, welding, etc.

Respectively submitted by the Training Committee;

Division Chief Blanco, Captain. Brozovich, FF/Eng. Herring, FF/Eng. Ashlock, FF/Eng. Kennen



## OPERATIONS MONTHLY REPORT

### JUNE 2023

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May 2023 Total Incidents – 619  
YTD – 2754

May 2022 Total Incidents – 528  
YTD – 2495

May 2021 Total Incidents – 530  
YTD – 2589

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Continuous Code 3 “ALL” <= 6 minutes –69, Average Response Time: 00:04:18

Continuous Code 3 “ALL” > 6 minutes – 4, Average Response Time: 00:06:36

2205	1600 Stonehedge Dr NE	EMS	B	2:08 PM	Distance
2357	1200 Candlewood Dr NE	EMS	C	8:57 PM	Multiple Calls
2364	5000 Briarwood Cir N	EMS	A	12:34 PM	Multiple Calls
2491	6300 Nicklaus Lp N	EMS	A	7:26 AM	Distance

MAY 2023 RESPONSE TIME STANDARD – 94.2%

YEAR TO DATE CODE 3 RESPONSE TIME STANDARD – 93.2%

#### **Projects:**

- Operational Staffing: Joe Hiller is planned to start July 5<sup>th</sup> as a single role paramedic. He comes from Woodburn Ambulance where he has worked for four years. He has also been a firefighter with St. Paul Fire District for six years.

Once Joe comes on, Tim Coburn will move to his firefighter role on A-shift. This brings us up to full staffing as provided for in the 2023-24 budget.

We are aware of some folks testing for Salem Fire, Clackamas Fire, etc. so the plan is to announce again after the start of the new fiscal year for both firefighter/paramedic and single role paramedic.

- Seasonal Firefighter/EMT Staffing: We have hired five seasonal firefighters for the time between June 14<sup>th</sup> and September 22<sup>nd</sup>. These firefighters are assigned to a 2-2-3 work schedule and are used to bolster summer staffing. It is often difficult to fill overtime with the amount of people that are on vacations and these folks will be used to fill some of that gap.

Throughout the summer there are occasional red flag days where the temperature is over 90 degrees, humidity is low and there is that strong Keizer wind. These days staffing will be adjusted so that we can staff a brush truck for a quick response to brush/grass fires in Keizer or with our neighbors.

These positions are partially funded with a grant from the Oregon State Fire Marshal's Office in the amount of \$35,000.

- Engineers Exam: The Engineers exam took place on June 3<sup>rd</sup> and had five participants. All five passed their exam and we have established a promotional list with all five candidates. The Chiefs interview is scheduled for June 20<sup>th</sup> and there will be one candidate promoted July 1<sup>st</sup>.

We now have a promotional list for both Lieutenant and Engineer. The lists will be valid for up to 30 months.

- WVCC CAD Replacement: We have moved over to the new CAD system on May 16<sup>th</sup>. There were a few hiccups, as expected, but for the most part we have moved over without incident or too much difficulty.

We have programmed the new CAD to have the units from the Clear Lake station be first due in the North end of Keizer. MCFD#1's Engine 725 is handling all engine calls "first" for that area. So far, it has decreased the amount of calls Engine 355 is handling and for the most part has decreased response times in that area. With just less than one month of data to look at, it appears that making those CAD changes have had the desired effect we were looking for. We will continue to collect call data to ensure that everything is working as we planned.

- State Conflagrations: The conflagration season has begun. Matt Dryden was sent to Umatilla as part of the IMT team for the OSFM's Office on the night of the June 13<sup>th</sup> and BR358 was sent a few hours later with Mike Jensen and Casey Finnerty.

As I normally do, I will provide a running list of the fires that we are dispatched to, along with the amount Keizer bills to the State.

- Environmental Protection Guideline: We developed an Operational Guideline for how we respond to environmental spills and incidents. We work closely with Keizer Public Works on incident responses to ensure that spills do not enter the storm drains or waterways in Keizer. Our cooperation does not end in the field, but continues with Local, State and Federal reporting of spills. This guideline ensures that all of our personnel provide a consistent emergency response, take appropriate spill precautions at the fire station and report all spills to the City of Keizer.
- Water Rescue Team: The water rescue team has been actively engaged in discussions with other fire districts in the region to promote themselves and what they have to offer those districts. This year we anticipate being part of a more regionalized approach to water rescues versus just responding to calls in our response area. It is possible that you will see the team dispatched to water rescues up the canyon and down south as far as Jefferson/Albany.

This benefits us and the region in several ways. First, these incidents usually have an insufficient amount of manpower and the more teams that get dispatched and involved helps ensure an adequate amount of resources are enroute (this is the approach the Portland area takes, dispatch all the teams and send them home if they are not needed). Second, it gets our team exposure and experience. By responding to more incidents our team becomes better prepared over time. And, third, by joining a regional response effort, it opens up more training opportunities for our members.

**Other Events, Activities and Meetings:**

- May 18<sup>th</sup> – Salem Health/EMS Provider Quarterly Meeting
- May 23<sup>rd</sup> – Chiefs Meeting
- May 23<sup>rd</sup> – Water Rescue Meeting w/ Idanha/Detroit Fire Chief
- June 1<sup>st</sup> – Met w/ Seasonal Firefighters
- June 12<sup>th</sup> – Meeting with Keizer Police Admin
- June 13<sup>th</sup> – Officers Meeting

Respectfully Submitted,

*Brian Butler*  
Division Chief

## **Fire Prevention Division Board Report**

**Anne-Marie Storms, Deputy Fire Marshal**  
**June 2023**

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### **Fire & Life Safety**

#### ***Inspections/code issues***

I've been fitting in a few inspections between new construction inspections, community events and vacations. IT Josh has taken his Fire Inspector 1 class, so over the next couple of months I will start taking him with me to do inspections and continue his training. This will help get the inspections of the B's and M's done.

### **Community Outreach**

**KFD's 75<sup>th</sup>** – It's done!!!! I knew when Lyn and I sat down to start planning the 75<sup>th</sup> it would quite the undertaking, but it ended up consuming our lives for several months. While I loved how the event turned out, I'm also thankful for all the attendance and support. There was a great showing of past and present members and seeing everyone reconnect was the highlight.

**Station Tours-** May has traditionally been a busy month for station tours, minus the last couple of years. This year we had several school visits and it was great seeing the kids again! Over the course of the month, we had three schools visit with almost 300 students.

I've also been doing "tours" for the JLAD dogs who are in training. We introduce the dogs to various noises, smells, load them in/out of the medic and have a firefighter slowly put on turnouts. It's a great training experience for the dogs and we get the reward of puppy snuggles.

**Community Events-** On May 22<sup>nd</sup> crews attended Soggy Day at the Park and chatted with attendees. It's exciting to start having community events again. This month we have Public Works Day at Keizer Rapids Park where we will be talking about defensible space, wildfire prevention and summertime safety topics.

**Veggie Straws** – What started as a random phone call on a late Friday afternoon, turned into a donation of three pallets of veggie straws. This then created the issue of what to do with them. Crews did their best to eat as many bags as possible, we passed some on to Public Works, Keizer Police, served them at the 75<sup>th</sup> Anniversary, but that still left us with 2.75 pallets of veggie straws. In case your wondering, a pallet equals way more veggie straws than you'd think. I then loaded up our green salvage bags and delivered the remaining bags to our local elementary schools. The schools all have different plans to share them, our only condition was we didn't get them back 😊

### **Upcoming Events –**

- 6/17 - Keizer's 40th Birthday Event
- 6/22 - KPW Day @ KRP

### **Meetings Attended**

- 5/15 – MWVCC Meeting
- 5/16 – SKSD/FM Partnership Meeting
- 5/16 – Board Meeting
- 5/18 – Station Tours
- 5/19 – 75<sup>th</sup> Prep Day
- 5/20 – 75<sup>th</sup> Event
- 5/22-25 – OFMA Conference
- 5/26 – Station Tours
- 5/30 – JLAD Dogs
- 5/31 – Station Tours
- 6/5 – Ice Cream Party (Donation Item for event)
- 6/6 – MWVCC Meeting
- 6/7 – MPFIT Exec Meeting
- 6/13 – Officers Meeting
- 6/14 – YFS
- 6/15 – KFF Meeting

### **Fire Investigations**

- 6/2 – House/RV/Car Fire

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**KEIZER FIRE DISTRICT  
MEMORANDUM**

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**TO: BOARD OF DIRECTORS**

**FROM: EMS BILLING MANAGER JACQUELYNN SUNDERLAND**

**DATE: JUNE 20, 2023**

**SUBJECT: AMBULANCE SERVICE RATE INCREASE**

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ISSUE: As the costs of providing ambulance services to our community continue to increase, raising ambulance rates is one industry-wide method used in an attempt to recoup the costs associated with providing this service.

Several years ago, a methodology using the April-to-April CPI-West for Medical Care was adopted to adjust our ambulance rates annually, last year the CPI-West/MC was 7.2% and with an additional 5% catch-up our rates were increased by 12.2% on July 1, 2022 and another increase of was established on 12/21/2022.

Due to the continually rising costs of medical supplies, fuel and labor costs, the City of Salem (Falck) and Marion County Fire District #1 are taking the steps to increase their ambulance rates. These new rates are scheduled to be voted on by their council on June 26, 2023 with an effective date of 07-01-2023. The new rate adjustment has been determined based on the CPI-W West B/C for Medicare Care, which reflects a 4.14% increase.

DISCUSSION: In the past, the Keizer Fire District has adopted the same ambulance rate schedule being used by our neighboring providers (Salem Fire Department, Falck Ambulance and Marion County Fire District #1). As with previous increases, keep in mind that rate increases generate a minimal increase in actual revenue and will increase our write-offs, adding to our accounts receivable (AR) balance due to approximately 75% of our transport volume being on a fixed reimbursement schedule. However, it better aligns our rates with actual expenses and over time may help increase Medicare and Medicaid reimbursement rates.

ADOPT: Staff is asking the Board to adopt the proposed Resolution 2023-04 by title increasing ambulance rates effective July 01, 2023.

**KEIZER FIRE DISTRICT  
RESOLUTION NO. 2023-04**

Resolution Revising Fees and Charges Established in Resolution No. 2023-04 for Emergency  
and Non-Emergency Medical Services and Response Services

WHEREAS, ORS 478.410(4) authorizes a District to create fees for any services provided by the district and

WHEREAS, the emergency and non-emergency medical services and response services established by Resolution No. 2023-04 have been evaluated by the Board of Directors and have been determined by the Board of Directors to require increasing; and

WHEREAS, the Board of Directors has determined that these increased fees do not exceed the actual cost of providing such services; and

WHEREAS, The Board of Directors of the Keizer Fire District has determined it is reasonable and appropriate to adopt a cost recovery mechanism to collect the costs of providing emergency and non-emergency medical services and response services from the users of these services,

THEREFORE, BE IT RESOLVED that the Keizer Fire District does hereby adopt Resolution No. 2023-04 which provides reasonable emergency and non-emergency medical services and response service fees to reimburse the district for not more than its actual costs of providing these services as listed in Exhibit 1 (attached) effective July 01, 2023.

ADOPTED by the Keizer Fire District Board of Directors this 20th day of June 2023.

ATTEST: Keizer Rural Fire Protection District

By: \_\_\_\_\_  
President, Board of Directors

By: \_\_\_\_\_  
Secretary, Board of Directors

EXHIBIT 1  
Keizer Fire District - Resolution No. 2023-04  
Adopting Pre-Hospital Emergency and Non-Emergency Medical Service Fees  
Effective: July 1, 2023

Fee Type	Description	FY 22-23 Adopted (Mid Year)	FY 23-24 Proposed
Advanced Life Support 2	Dispatched as Emergency with increased level of Advanced Life Support procedures	\$1,850.00	\$1,927.00
Advanced Life Support 2 Bariatric	Dispatched as Emergency with increased level of Advanced Life Support procedures, transport requires bariatric gurney	\$1,850.00	\$1,927.00
Advanced Life Support Emergency	Dispatched as Emergency with Advanced Life Support procedures	\$1,850.00	\$1,927.00
Advanced Life Support Emergency Bariatric	Dispatched as Emergency with Advanced Life Support procedures, transport requires bariatric gurney	\$1,850.00	\$1,927.00
Advanced Life Support Non Emergency	Dispatched as Non-Emergency with Advanced Life Support procedures	\$1,850.00	\$1,927.00
Advanced Life Support Non Emergency Bariatric	Dispatched as Non-Emergency with Advanced Life Support procedures, transport requires bariatric gurney	\$1,850.00	\$1,927.00
Basic Life Support Emergency	Dispatched as Emergency, no Advanced Life Support procedures	\$1,850.00	\$1,927.00
Basic Life Support Emergency Bariatric	Dispatched as Emergency, no Advanced Life Support procedures, transport requires bariatric gurney	\$1,850.00	\$1,927.00
Basic Life Support Non Emergency	Dispatched as Non-Emergency, no Advanced Life Support procedures	\$1,850.00	\$1,927.00
Basic Life Support Non Emergency Bariatric	Dispatched as Non-Emergency, no Advanced Life Support procedures, transport requires bariatric gurney.	\$1,850.00	\$1,927.00
Advanced Life Support On-Scene Treatment	Dispatched as Emergency, Advanced Life Support procedures, no transport	\$880.00	\$917.00
Mileage	Fees for Mileage reflect the transport distance traveled rounded to the nearest tenth of a mile, beginning from the point of patient pickup to the point of patient's delivery destination.	\$35.00	\$37.00
Extra Attendant	When a patient's condition warrants the presence of additional medic personnel to assist crew during transport.	\$89.00	\$93.00
Wait Time	Per hour for waiting time for a patient at a medical facility; charged in half-hour increments after the first half hour	\$288.00	\$300.00

Each patient treated or transported shall be billed individually, regardless of the number of patients per call or combined in the same ambulance for transport.

Adopted by the Keizer Fire District Board of Directors June 20, 2023.





**Marion County**  
OREGON

COUNTY CLERK  
Bill Burgess  
(503) 588-3579  
[bburgess@co.marion.or.us](mailto:bburgess@co.marion.or.us)

ADMINISTRATION  
(503) 584-4785  
Fax: (503) 373-4408

ELECTIONS  
(503) 588-5041  
Fax: (503) 588-5383  
[elections@co.marion.or.us](mailto:elections@co.marion.or.us)

LICENSING AND RECORDING  
(503) 588-5226  
Fax: (503) 373-4408  
[recording@co.marion.or.us](mailto:recording@co.marion.or.us)

STATE OF OREGON                    }  
  } SS.  
COUNTY OF MARION               }

## CERTIFICATE

I, Bill Burgess, Marion County Clerk and Chief Election Official of Marion County, being first duly sworn, do depose and say:

THAT the attached abstracts are the true and final tallies from Marion County for the May 16, 2023, Special District Election.

IN WITNESS HERETO I do set my hand this 12<sup>th</sup> day of June, 2023.

Bill Burgess  
Marion County Clerk

**Keizer Fire District Cumulative Results**

Election Results

Run Time 10:38 AM  
Run Date 06/07/2023**Marion County, Oregon**

May 16 2023 Special District Election

5/16/2023

Page 1

**Official Results**

Registered Voters

5883 of 223250 = 2.64%

Precincts Reporting

118 of 118 = 100.00%

**Keizer Fire District, Director, Position 3 - 4 Year Term - Vote for one**

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
9	9	100.00%	5,883	24,009	24.50%

Choice	Party	Vote By Mail		Total	
Louis Risewick		3,679	100.00%	3,679	100.00%
Cast Votes:		3,679	100.00%	3,679	100.00%
Undervotes:		2,151		2,151	
Overvotes:		0		0	
Misc. write-in:		53		53	

**Keizer Fire District, Director, Position 4 - 4 Year Term - Vote for one**

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
9	9	100.00%	5,883	24,009	24.50%

Choice	Party	Vote By Mail		Total	
Kevin Clark		3,883	100.00%	3,883	100.00%
Cast Votes:		3,883	100.00%	3,883	100.00%
Undervotes:		1,946		1,946	
Overvotes:		0		0	
Misc. write-in:		54		54	

**Keizer Fire District, Director, Position 5 - 4 Year Term - Vote for one**

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
9	9	100.00%	5,883	24,009	24.50%

Choice	Party	Vote By Mail		Total	
Betty Hart		3,422	71.37%	3,422	71.37%
William R Klein		1,373	28.63%	1,373	28.63%
Cast Votes:		4,795	100.00%	4,795	100.00%
Undervotes:		1,064		1,064	
Overvotes:		0		0	
Misc. write-in:		24		24	

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the May 16<sup>th</sup>, 2023 Special District Election.

June 7, 2023

Date of Abstract

Signature of County Clerk

Bill Burgess

\*\*\* End of report \*\*\*





**Marion County**  
OREGON

COUNTY CLERK  
Bill Burgess  
(503) 588-3579  
[bburgess@co.marion.or.us](mailto:bburgess@co.marion.or.us)

ADMINISTRATION  
(503) 584-4785  
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LICENSING AND RECORDING  
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Fax: (503) 373-4408  
[recording@co.marion.or.us](mailto:recording@co.marion.or.us)

## Acceptance of Results Form – District Candidates

**TO:** Bill Burgess, Marion County Clerk

**SUBJECT:** Abstract of Votes for the May 16, 2023, Special District Election

**Keizer Fire District** notifies Bill Burgess, Marion County Clerk, Clerk that the District has reviewed the Abstract of Votes for the May 16, 2023, Special District Election and has determined that the herein named candidates are qualified to hold office and hereby causes the County Clerk to issue a Certificate of Election to the following:

**Name**

Louis Risewick

Kevin Clark

Betty Hart

\_\_\_\_\_

\_\_\_\_\_

**Office/Position/Zone #**

Board Director - Position #3

Board Director - Position #4

Board Director - Position #5

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(authorizing signature)

\_\_\_\_\_  
(title)

If you have any questions, please contact Marion County Elections at 503-588-5041.

**Completed form must be returned by: June 30, 2023**

(Form may be returned by fax, e-mail or regular mail.)

Marion County, Oregon

May 16 2023 Special District Election

5/16/2023

Page 1

Keizer Fire District, Director, Position 3 - 4 Year Term - Vote for one

Precinct	Louis Risewick	Cast Votes	Undervotes	Overvotes	Misc. write-in	Vote By Mail Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
402	1,004	1,004	600	0	6	1,610	1,610	5,469	29.44%
403	887	887	563	0	11	1,461	1,461	4,917	29.71%
404	691	691	409	0	11	1,111	1,111	4,417	25.15%
405	899	899	424	0	18	1,341	1,341	7,391	18.14%
406	165	165	122	0	7	294	294	1,431	20.55%
589	11	11	9	0	0	20	20	52	38.46%
690	17	17	9	0	0	26	26	232	11.21%
592	0	0	2	0	0	2	2	7	28.57%
577	5	5	13	0	0	18	18	93	19.35%
Totals	3,679	3,679	2,151	0	53	5,883	5,883	24,009	24.50%



Keizer Fire District Canvass  
Results

Election Results

Run Time 10:39 AM  
Run Date 06/07/2023

Marion County, Oregon

May 16 2023 Special District Election

5/16/2023

Page 2

Official Results

Registered Voters  
5883 of 223250 = 2.64%

Precincts Reporting  
118 of 118 = 100.00%

Keizer Fire District, Director, Position 4 - 4 Year Term - Vote for one

Precinct	Kevin Clark	Cast Votes	Undervotes	Overvotes	Misc. write-in	Vote By Mail Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
402	1,062	1,062	537	0	11	1,610	1,610	5,469	29.44%
403	940	940	511	0	10	1,461	1,461	4,917	29.71%
404	729	729	372	0	10	1,111	1,111	4,417	25.15%
405	948	948	378	0	15	1,341	1,341	7,391	18.14%
406	171	171	115	0	8	294	294	1,431	20.55%
589	11	11	9	0	0	20	20	52	38.46%
690	17	17	9	0	0	26	26	232	11.21%
592	0	0	2	0	0	2	2	7	28.57%
577	5	5	13	0	0	18	18	93	19.35%
Totals	3,883	3,883	1,946	0	54	5,883	5,883	24,009	24.50%

Keizer Fire District Canvass  
Results

Election Results

Run Time 10:39 AM

Run Date 06/07/2023

Marion County, Oregon

May 16 2023 Special District Election

5/16/2023

Page 3

Official Results

Registered Voters

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Precincts Reporting

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Keizer Fire District, Director, Position 5 - 4 Year Term - Vote for one

Precinct	Betty Hart	William R Klein	Cast Votes	Undervotes	Overvotes	Misc. write-in	Vote By Mail Ballots Cast	Total Ballots Cast	Registered Voters	Turnout Percentage
402	964	341	1,305	300	0	5	1,610	1,610	5,469	29.44%
403	857	313	1,170	285	0	6	1,461	1,461	4,917	29.71%
404	626	278	904	202	0	5	1,111	1,111	4,417	25.15%
405	780	345	1,125	210	0	6	1,341	1,341	7,391	18.14%
406	167	81	248	44	0	2	294	294	1,431	20.55%
589	11	4	15	5	0	0	20	20	52	38.46%
690	14	9	23	3	0	0	26	26	232	11.21%
592	0	0	0	2	0	0	2	2	7	28.57%
577	3	2	5	13	0	0	18	18	93	19.35%
<b>Totals</b>	<b>3,422</b>	<b>1,373</b>	<b>4,795</b>	<b>1,064</b>	<b>0</b>	<b>24</b>	<b>5,883</b>	<b>5,883</b>	<b>24,009</b>	<b>24.50%</b>



Marion County, Oregon

May 16 2023 Special District Election

5/16/2023

Page 4

Official Results

Registered Voters

5883 of 223250 = 2.64%

Precincts Reporting

118 of 118 = 100.00%

\*\*\* End of report \*\*\*

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the May 16<sup>th</sup>, 2023 Special District Election.



June 7, 2023

Signature of County Clerk  
Bill Burgess

Date of Abstract

# Keizer Fire District Cumulative Results

Election Results

Run Time 10:38 AM  
Run Date 06/07/2023

Marion County, Oregon

May 16 2023 Special District Election

5/16/2023

Page 1

## Official Results

Registered Voters  
5883 of 223250 = 2.64%

Precincts Reporting  
118 of 118 = 100.00%

### Keizer Fire District, Director, Position 3 - 4 Year Term - Vote for one

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
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Choice	Party	Vote By Mail		Total	
Louis Risewick		3,679	100.00%	3,679	100.00%
Cast Votes:		3,679	100.00%	3,679	100.00%
Undervotes:		2,151		2,151	
Overvotes:		0		0	
Misc. write-in:		53		53	

### Keizer Fire District, Director, Position 4 - 4 Year Term - Vote for one

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
9	9	100.00%	5,883	24,009	24.50%

Choice	Party	Vote By Mail		Total	
Kevin Clark		3,883	100.00%	3,883	100.00%
Cast Votes:		3,883	100.00%	3,883	100.00%
Undervotes:		1,946		1,946	
Overvotes:		0		0	
Misc. write-in:		54		54	

### Keizer Fire District, Director, Position 5 - 4 Year Term - Vote for one

Precincts			Voters		
Counted	Total	Percent	Ballots	Registered	Percent
9	9	100.00%	5,883	24,009	24.50%

Choice	Party	Vote By Mail		Total	
Betty Hart		3,422	71.37%	3,422	71.37%
William R Klein		1,373	28.63%	1,373	28.63%
Cast Votes:		4,795	100.00%	4,795	100.00%
Undervotes:		1,064		1,064	
Overvotes:		0		0	
Misc. write-in:		24		24	

\*\*\* End of report \*\*\*



# **Keizer Fire District 2023 Local Option Levy**

## **Supporting Information**

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### **Current Levy Funding**

- Our current tax rate of \$1.35 is not sufficient to sustain current levels of operations without a local option levy.
- Current levy rate is \$0.59 per thousand
- Currently supports 10 positions, which cannot be maintained over the next 5 years.
- Property tax revenues are capped at 3%, our annual anticipated tax growth is 2.75%.
- The unappropriated ending fund balance will be insufficient within 2 years.
- Will be unable to maintain our response time standard over the next 5 years.

### **Vacant Fire and Life Safety Specialist (FLSS)**

- The FLSS is key to building relationships within the community and reducing fire and life safety risks; working to reduce calls for service.
- In 2022, the Fire and Life Safety Specialist position was left vacant. This vacancy was caused by the need for additional response personnel due to increasing call volume.
- This position is an essential link to business inspections, public safety education and is the representative of Keizer Fire in our local schools.

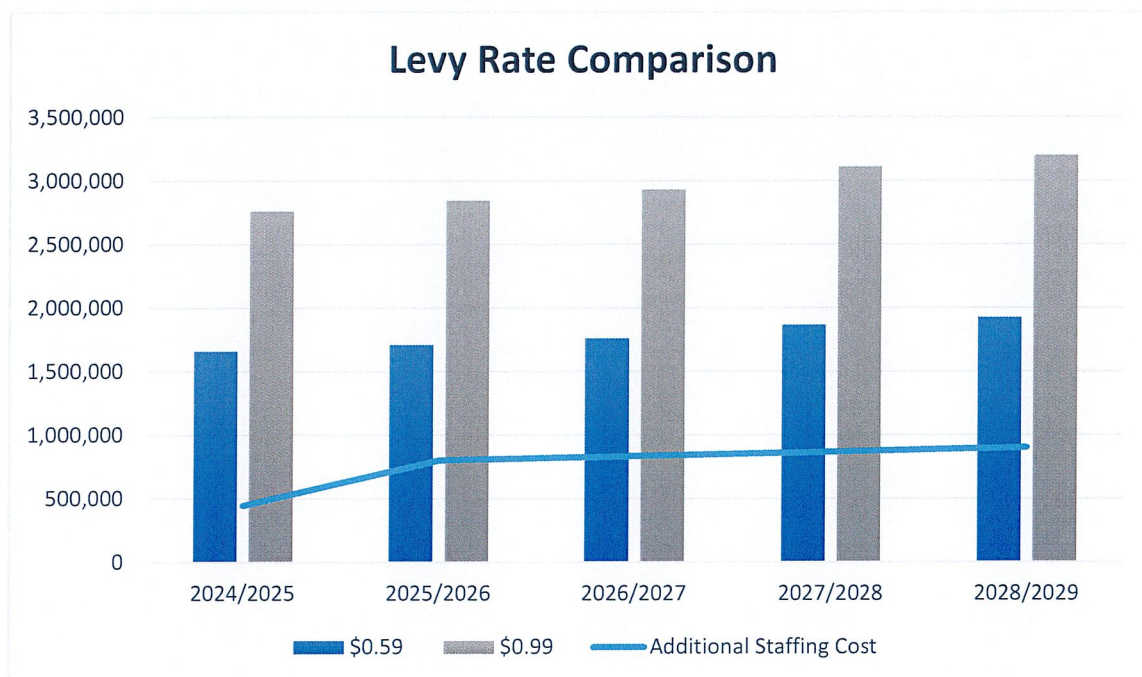
### **Growing Community and Increased Call Volume**

- Adding new residences, increasing population density
- Needs of the community are outpacing our resources.
- Lack of high-value industrial and manufacturing areas.

- One area hospital creates longer than normal wait times for crews transporting patients.

### **A Levy Rate of \$0.99 Would Allow**

- Maintain current response time of 6 minutes or less.
- Plan for future growth of the Fire District.
- Re-hire the Fire and Life Safety Specialist.
- Strengthen current staffing levels in anticipation of increasing demand for service, staffing additional apparatus to meet the demand.
- Rebuild the Unappropriated Ending Fund Balance.
- Keep up with the population growth of Keizer
- The increased rate will allow the hiring of 4 Firefighter/Paramedics and re-hiring for the vacant Fire and Life Safety Specialist position.
- Begin to rebuild the Unappropriated Ending Fund Balance to a level that will not require us to have dry period financing.



**Year One:**

- Hire three employees in the first year of the \$0.99 Local Option Levy at a total cost of \$445,246
  - Two Firefighter/Paramedics
  - One Fire and Life Safety Specialist

**Year Two:**

- Hire two additional employees in the second year of the \$0.99 Local Option Levy at a total cost of \$800,185.
  - Two Firefighter/Paramedics

**Years 3 through 5:**

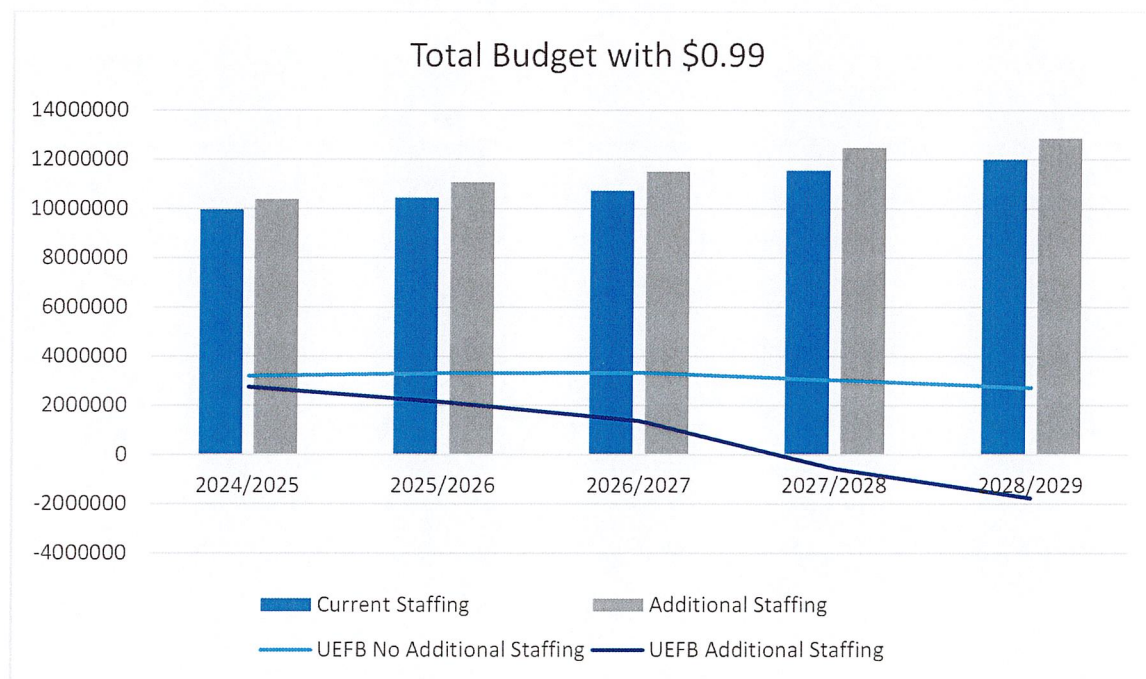
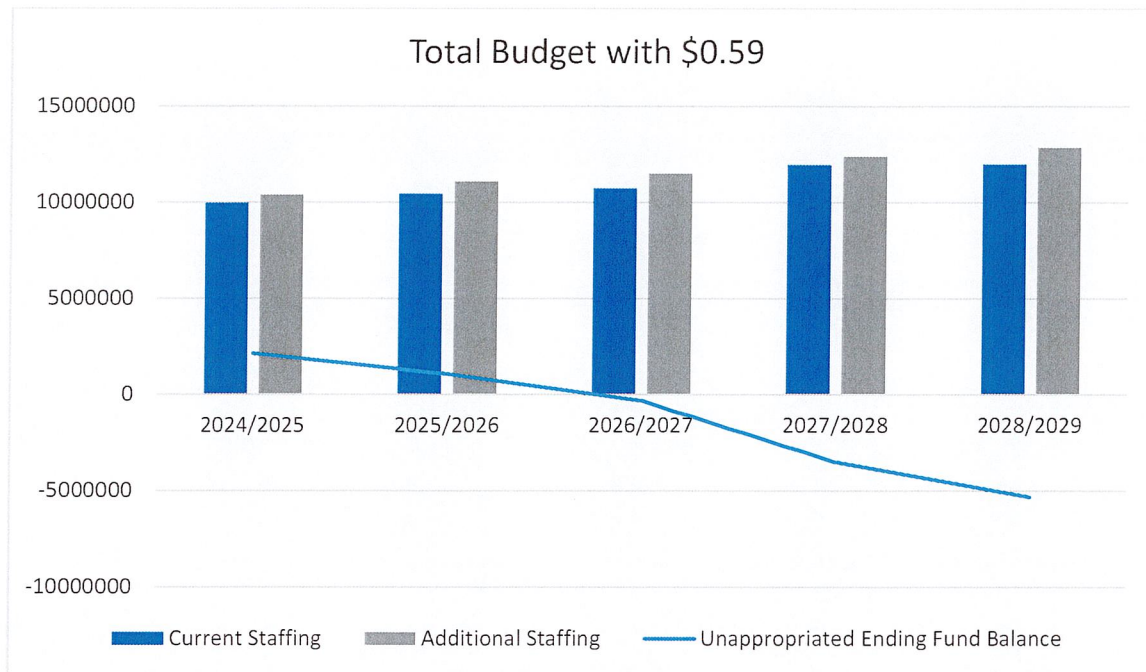
- Continue to maintain new staffing levels
- Rebuild the Unappropriated Ending Fund Balance
  - Estimated for 2022/2023 is \$1,611,604
  - Required UEFB to carry the district from July 1 to November is \$2,400,000
- Estimated additional \$0.99 LOL revenues over the current \$0.59 rate are \$1,279,304 at year 5 (2028/2029) for a total of \$3,203,071 in levy revenue.
- Additional personnel costs are estimated at \$900,091 at year 5 (2028/2029)

**Variables:**

- Inflation
- Increasing material costs
- Call volume increase
- Contract negotiations

**Goals:**

- Maintain service levels
- Maintain response time standards
- Develop and retain long-term high-value employees
- Prepare for the future growth and needs of the District
- Continue to develop intergovernmental partnerships



## **Keizer Rural Fire District – Board Meeting**

**Tuesday June 20, 2023 @ 7:00 p.m.**

Hello Keizer Fire Board Members:

I have attached the renewal paperwork for our Worker's Comp insurance policy that renews on July 1, 2023. As we've been expecting, the partnership with SDAO and SAIF has come to fruition and has been moving forward. We've had a couple of meetings with the claims and underwriting teams at SAIF, and I'm confident that the transition to this new platform will be smooth.

Last year, our annual premium with SDAO was \$123,373 and our MOD was set at .88. This year SAIF is coming in at \$100,261 annually based on our payroll estimates and our MOD going down to .85. Experience "MOD" is how we get rated by the workers compensation carrier on claims experience and safety measures that we take, the lower the number, the better. Reminder, just a few short years ago our MOD was up at 1.90. Coming down a full point is a huge improvement and credit should go to the entire Keizer Fire District; but especially to Chief Blanco and Lyn Komp. Their efforts in recording incidents, making claims when necessary, and most importantly making safety a priority has saved the district thousands of dollars in Workers Compensation premiums.

Recommendation from our office is to proceed with the SAIF quote as presented here. I'm happy to answer any questions that you have.

Respectfully submitted,

Nathan Bauer

R. Bauer Insurance



**Workers' compensation insurance proposal for  
Keizer Rural Fire District**

R Bauer Ins-Limited  
R Bauer Insurance Inc  
P: 503.588.0095  
F: 503.588.0421

May 09, 2023

KEIZER RURAL FIRE DISTRICT  
661 CHEMAWA RD NE  
KEIZER, OR 97303-4436

R BAUER INS-LIMITED  
R BAUER INSURANCE INC  
PO BOX 20070  
KEIZER, OR 97307-0070

Proposal: 100056381  
Policyholder: Keizer Rural Fire District

Thank you for requesting a workers' compensation insurance proposal from SAIF Corporation. The enclosed proposal provides you with a premium estimate for the requested policy period based on projected payrolls as well as premium modifiers.

**To elect coverage**

Sign and return the Notice of Election before the effective date of July 01, 2023.

**To elect a group insurance discount plan**

Sign and return the Participation Enrollment and Consent Application to SAIF along with the Notice of Election Form. For more information about a specific group being offered, refer to the named group program description.

**Owners generally not covered**

The owners of a business generally are not required to be covered on a policy, but there are some exceptions. For more information, go to **saif.com / Employer Guide / Reporting payroll / Whom to report**.

**Verifiable time records**

Oregon Administrative Rules require you to report wages under the highest rated classification applicable to any part of the worker's duties if you choose not to keep verifiable time records.

In most instances, if you have more than one classification on your insurance policy and your workers shift duties between those classifications, you can use verifiable time records to separate the payroll of the workers and report it in more than one classification on the payroll report.

Verifiable time records must be supported by original entries from other records, including, but not limited to, timecards, calendars, planners, or daily logs prepared by the employee or the employee's direct supervisor or manager. Estimated percentages or ratios will not be accepted. For more information on how to keep verifiable time records, go to **saif.com / Employer Guide/ Reporting payroll / Verifiable time records**.

**Prevent jobsite injuries**

Safety awareness and preparedness are key in preventing on-the-job injuries, which may keep workers' compensations costs down. Please go to **saif.com / Safety and health** and also the Oregon OSHA website at [orosh.org](http://orosh.org) to obtain valuable information to prevent injuries.

Keizer Rural Fire District  
May 09, 2023  
Page 2

SAIF Corporation strives to provide our customers with the best services available at the lowest possible cost. We appreciate your confidence in us and look forward to working with you. Please feel free to contact me whenever you need assistance.

Sincerely,

/s/ Kim Ramsey  
Underwriter  
P: 503.373.8483  
F: 503.584.8483  
KIMRAM@SAIF.COM

c: R Bauer Ins-Limited



**Keizer Rural Fire District**

**Premium estimate for Guaranteed Cost**

**Period:** 07/01/2023 - 07/01/2024

**Group:** Special Districts Association of Oregon

**Proposal:** 100056381

**Plan:** Version #1

**Rating period: 07/01/2023 to 07/01/2024**

**Location 353365: 661 Chemawa Rd NE, Keizer, OR**

Classification description	Class	Subject payroll	Rate	Premium
Ambulance/Ems (Emer-Med-Ser) & Drs	7705	\$275,024.00	3.59	\$9,873.36
Firefighters And Drivers	7710	\$2,870,929.00	4.25	\$122,014.48
Vol Meal Prep	7710	\$2,000.00	4.25	\$85.00
Vol Frmn @ 800/Mo Ea	8411	\$5,000.00	1.21	\$60.50
Vol Board & Committees	8742	\$0.00	0.23	\$0.00
Office Clerical	8810	\$770,348.00	0.11	\$847.38
<b>Total manual premium</b>		<b>\$3,923,301.00</b>		<b>\$132,880.72</b>

Description	Basis	Factor	Premium
EL Increased Limits premium (Part II)	\$132,880.72	1.007	\$930.17
<b>Total subject premium</b>			<b>\$133,810.89</b>

Description	Basis	Factor	Premium
Experience Rating	\$133,810.89	0.85	-\$20,071.63
<b>Total modified premium</b>			<b>\$113,739.26</b>

Description	Basis	Factor	Premium
OGSERP factor	\$113,739.26	0.95	-\$5,686.96
<b>Total standard premium</b>			<b>\$108,052.30</b>

Description	Basis	Factor	Premium
Oregon Total Premium			\$108,052.30
Premium Discount	\$108,052.30	0.1599	-\$17,274.41
Terrorism Premium	\$3,923,301.00	0.005	\$196.17
Catastrophe Premium	\$3,923,301.00	0.01	\$392.33
DCBS Assessment	\$90,763.98	1.098	\$8,894.87
<b>Total premium and assessment</b>			<b>\$100,261.26</b>

Premium discount schedule		
First	\$5,000	0.00%
Next	\$10,000	10.50%
Next	\$35,000	16.50%
Over	\$50,000	18.00%

The experience rating modifier is tentative.

Part Two coverage at limits of \$2,000,000/\$2,000,000/\$2,000,000

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**Keizer Rural Fire District****Premium estimate for Guaranteed Cost****Period:** 07/01/2023 - 07/01/2024**Group:** Special Districts Association of Oregon**Proposal:** 100056381**Plan:** Version #1

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**Policy Minimum Premium: \$500****Part Two Coverage Increased Limits Minimum Premium: \$140**

Group discounts are subject to validation of the OGSERP factors by NCCI and final approval by the Department of Consumer Business Services.

Your policy premium is based on your current estimated premium and may be prorated for policies in effect for less than a full year or adjusted based on actual payroll by classification.

Terrorism Premium is in addition to Policy Minimum Premium.

Catastrophe Premium is in addition to Policy Minimum Premium.

DCBS Premium Assessment excludes Part Two Coverage.

**Payroll Reporting Frequency: Monthly**

**Policyholder Option to Reimburse SAIF Corporation for Medical Expenses (Nondisabling Claims Reimbursement Program):** This policyholder has chosen to enroll in the Nondisabling Claims Reimbursement program with Annual claim evaluation.

The Oregon Group Supplemental Experience Rating (OGSERP) factor above is for: Special Districts Association of Oregon

**Keizer Rural Fire District**

**Premium estimate for Guaranteed Cost**

**Period:** 07/01/2023 - 07/01/2024

**Proposal:** 100056381

**Group:** Special Districts Association of Oregon

**Plan:** Version #1

The factor below includes the class rate, modifiers, discount, and DCBS assessment. The factor will be recalculated when payroll reports are created to include any policy changes and actual reported payroll to date.

**Rating period: 07/01/2023 to 07/01/2024**

**Location 353365: 661 Chemawa Rd NE, Keizer, OR**

Classification description	Class	Subject payroll	Adjusted Rate
Ambulance/Ems (Emer-Med-Ser) & Drs	7705	\$275,024.00	0.02707573
Firefighters And Drivers	7710	\$2,870,929.00	0.03202316
Vol Meal Prep	7710	\$2,000.00	0.03202316
Vol Frmn @ 800/Mo Ea	8411	\$5,000.00	0.00923499
Vol Board & Committees	8742	\$0.00	0.0018888
Office Clerical	8810	\$770,348.00	0.00098927
<b>Total manual premium</b>		<b>\$3,923,301.00</b>	

## Keizer Rural Fire District

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### Plan description for Guaranteed Cost Plan

**Period:** 07/01/2023 - 07/01/2024

**Proposal:** 100056381

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#### **Guaranteed Cost Plan**

SAIF Corporation's Guaranteed Cost Plan is a simple, no-risk plan that allows purchasers to know their insurance costs throughout the policy period. It may provide a premium discount based on volume.

#### **Oregon Group Supplemental Experience Rating Plan (OGSERP)**

If your business is a member in good standing of an association included in this proposal, you may be eligible for additional group savings through the Oregon Group Supplemental Experience Rating Plan. This plan allows businesses to be rated collectively as a group, and the combined premium and losses of all members are evaluated each year to determine the group's supplemental discount.

#### **Premium payment terms**

We will send a payroll report to you at the end of each reporting period. Return the completed payroll report to us by the indicated due date or you may go to **saif.com** to submit payroll figures online where SAIF makes it easy by doing all the calculations for you.

Your premium, including the terrorism premium, catastrophe premium, and the Department of Consumer and Business Services premium assessment, is payable with each payroll report.

SAIF adds interest at the rate of one percent per month to any past due balance.

## Keizer Rural Fire District

### Notice of Election for Guaranteed Cost Plan

**Period:** 07/01/2023 - 07/01/2024

**Proposal:** 100056381

**Group:** Special Districts Association of Oregon

**Plan:** Version #1

**Agency:** R Bauer Insurance Inc

**Producer:** R Bauer Ins-Limited

**Total estimated premium and assessments:** \$100,261.26

**Payroll reporting frequency:** Monthly

Please visit **saif.com** and choose *Safety and health* for information about safety or choose *Employer Guide* for information about reporting payroll, paying online, filing and managing a claim, and coverage.

I, the undersigned, as a legal representative of the Company listed above, do hereby authorize SAIF Corporation to issue the policy and determine workers' compensation premiums according to the plan selection on this form. I have read, understand, and agree to the terms and conditions of this plan as set forth in the proposal.

\_\_\_\_\_  
Authorized signature of insured

\_\_\_\_\_  
Date signed

**Please return this page to:**

**SAIF CORPORATION**  
**400 High St SE**  
**Salem, OR 97312-1000**

## Special Districts Association of Oregon

### Participation Enrollment and Consent Application

#### Oregon Group Supplemental Experience Rating Program

**Organization:** Special Districts Association of Oregon Workers' Compensation Group

**Endorsing association:** Special Districts Association of Oregon

**Group number:** 705090

- The undersigned business hereby certifies it **meets the endorsing association's membership criteria**, is a member in good standing of the **endorsing association**, and elects to enroll as a participant in the organization's Oregon Group Supplemental Experience Rating Plan ("Plan").
- Enrollment becomes effective on your business's next policy renewal date subject to underwriting standards established for the Plan.
- Participating businesses who do not maintain membership in good standing with the **endorsing association or are determined to not meet the endorsing association's membership criteria** are subject to removal from the Plan. Businesses removed from the Plan will be transferred to a non-group plan.
- The workers' compensation premiums you pay will be modified by an Oregon Group Supplemental Experience Rating Plan (OGSERP) factor that is determined in part by the consolidated experience of all members of the Plan. That experience consists of participating employer policies which are contained in full within a four year less one day period ending one year prior to the effective date of the OGSERP modification. The factor is applied to premiums after the individual experience modifier is applied and is recalculated annually prior to the beginning of each Plan year.
- Plan members whose accident frequency or severity exceeds established Plan standards may not be eligible for continued participation in the Plan at policy renewal.

As a member of the Plan, I understand that information about any past or present workers' compensation policies regarding payroll, premium, losses, experience rating, and rate classifications will be made available to Organization representatives for the Plan.

**Name:**

Keizer Rural Fire District

**Policy:**

100056381

Name

(Print or type)

(Title)

Signature

(Owner, partner, or corporate officer)

(Date signed)

Return to: SAIF Corporation, UW Division  
400 High Street SE, Salem, OR 97312

Email: GroupsEnrollment@saif.com  
FAX: 503.373.8769