

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

REGULAR BOARD MEETING

October 17, 2023

Call to Order – President Joe Van Meter called the meeting to order at 5:30 p.m.

Roll Call – Those present at the Board meeting included: President Joe Van Meter, Directors: Betty Hart, Colleen Busch, Kevin Clark and Louis Risewick, Fire Chief Ryan Russell, Division Chief Brian Butler, Finance Officer Lyn Komp, Captain Rachel Brozovich, IT Analyst Josh Rutter, DFM Anne-Marie Storms, Vol. Firefighter Darrell Fuller, MCFD #1 Fire Chief Kyle McMann and Mayor Cathy Clark.

Minutes – Kevin Clark made a motion to approve the minutes as presented for September 19, 2023. Betty Hart seconded the motion. The motion carried unanimously.

Correspondence – None

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business-

- Levy Update- We attended three neighborhood association meetings, Chamber Government Affairs Committee meeting, Greeters and City Council. We have two more neighborhood association meetings to attend. Levy yard signs are out. Joe Van Meter reported on the amount of people the website is reaching. Information is also going out by radio.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 25% of the way through the fiscal year. We received approximately \$180,000 in ambulance payments. We received a small amount of property taxes. Personnel Services is a little high at 28%. Overtime and PERS are high. Materials & Services is at 25%. There were payments made for apparatus maintenance on repairs to an engine, emergency lighting being installed, and payments made to Oregon Health Authority (OHA) for GEMT funds. Colleen Busch made a motion to accept the financial report as presented. Louis Risewick seconded the motion. The motion carried unanimously.

Board Member Reports –

- Betty Hart and Colleen Busch reported on meetings and events that they attended. Kevin Clark reported that it was nice to see all the agencies working together at the open house.

Chief/Staff Reports –

- Chief Ryan Russell- The annual report is out. The verbiage in section 4.2 of the contract for the Interra Software was corrected, and the contract was signed. There will be a Board best practices training next month. Captain Rachel Brozovich has agreed to take over training. We are excited to see where this change will bring us. Division Chief Hector Blanco will be working on administrative tasks.
- EMS Billing Manager Jacquelyn Sunderland- Joe Van Meter reviewed her report on her visit with our billing vendor.

- Division Chief Hector Blanco- Captain Rachel Brozovich reviewed what a vent prop is.
- Division Chief Brian Butler- Betty Hart asked if we are at 100% staffing. Division Chief Brian Butler reported that we have had some injuries, but other than that we are fully staffed. We are also working on moving people up from acting in capacity (AIC) to administrative positions. Conflagration amounts were reviewed.

New Business

Policy 6.16 Residency Requirements Update- There was a discussion on reviewing and updating Policy 6.05. Chief Ryan Russell stated we are looking at just looking at adding section BB to Policy 6.05 at this time and remove Policy 6.16. There will be a second reading next month. There was also a discussion on working on Board Policies.

Radio Purchase- The radio purchase was a planned purchase through the bond. Betty Hart made a motion to approve the purchase of radios with bond funds. Kevin Clark seconded the motion. The motion carried unanimously.

Other Business – None

Good of the Order – Betty Hart thanked the fire foundation for stepping up.

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

Adjourn – President Joe Van Meter declared the meeting adjourned at 6:05pm.

Respectfully submitted,



Kevin Clark
Secretary