

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

REGULAR BOARD MEETING
February 20, 2024

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 (virtual) and Louis Risewick, Fire Chief Ryan Russell, Division Chiefs Hector Blanco and Brian Butler, Finance Officer Lyn Komp, Captain Rachel Brozovich, DFM Anne-Marie Storms, Engineer Amber Wendtlock, and Budget Committee Member Laureal Williams, Citizen Bob Busch

Minutes – Colleen Busch made a motion to approve the minutes as presented for January 16, 2024. Betty Hart seconded the motion. The motion carried unanimously.

Correspondence – None

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business-

Policy 4.10, Policy 2.11 and Policy 2.02 Second Reading- There was a brief discussion on the policies. Betty Hart made a motion to approve Policy 4.10 Sexually Explicit Material as presented. Louis Risewick seconded the motion the motion carried unanimously. Betty Hart made a motion to approve Policy 2.11 Right to Search and Inspect as presented. Louis Risewick seconded the motion the motion carried unanimously. Colleen Busch made a motion to approve Policy 2.02 Disposal of District Property & Equipment as presented. Louis Risewick seconded the motion the motion carried unanimously.

Reports

Financial Report – Betty Hart provided a brief overview of the financial report. We are 58% of the way through the fiscal year. We received \$262,632 in ambulance payments. We are averaging \$231,000 per month. We have received approximately 98% of taxes. The year to date revenue is at 98%. Personnel Services is at 59%. Overtime is normal. Materials & Services is at 52%. There were payments made for electrical work, classes and tuition and insurance and fidelity bonds. Louis Risewick made a motion to accept the financial report as presented. Colleen Busch seconded the motion. The motion carried unanimously.

Board Member Reports –

- Betty Hart, Louis Risewick and Colleen Busch reported on meetings and events they attended.

Chief/Staff Reports –

- Chief Ryan Russell- He stated we have interviewed seven applicants so far. There was a discussion on if any of them are bilingual. The promotional process and dates were reviewed.
- Captain Rachel Brozovich- Colleen Busch discussed a session at the SDAO Conference for risk management and tabletop exercises that could be beneficial for the district. Captain Rachel Brozovich stated that Chemeketa Community College is moving all programs to start in the fall.

- Division Chief Brian Butler- There was a discussion on Falck Ambulance and that their changes do not affect our ambulance service area.
- DFM Anne-Marie Storms- Seventeen people registered for the Emergency Preparedness class, and five attended. Betty Hart stated how important hands only CPR is. There was a discussion on electric vehicles and the complexities of putting fires out on them.

New Business

Budget Officer and Calendar- Chief Ryan Russell presented the budget calendar. He also stated that a Budget Officer needs to be elected, and the Budget Calendar adopted according to Public Meetings Law. The Fire Chief is standardly elected to be the Budget Officer. Colleen Busch moved to elect the Fire Chief as the Budget Officer and adopt the Budget Calendar FY 2024-2025. Betty Hart seconded the motion. The motion carried unanimously.

Policy 2.05, Policy 4.06 and Policy 4.17- First Reading – Chief Ryan Russell reviewed the updated policies. He stated they have been reviewed by legal. He stated there will be a second reading and final copy of the policies at the next Board Meeting. There was a discussion on posting the verbiage in Policy 4.06 Workplace Violence around the station. There was also a discussion that Policy 2.05 Acceptable Use of Computers applies to the Board of Directors.

Union Contract Negotiations- President Joe Van Meter closed the Board Meeting at 6:12pm and opened an executive session.

- At this time, the Board will hold an executive session pursuant to ORS 192.660(2)(d) To carry on labor negotiations.

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

Under ORS 192.660(4) representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to cite the general subject of the session as previously announced.

The Executive session closed at 6:57pm. There was a short break.

The Board Meeting reconvened at 7:02pm.

Contract Negotiations- President Joe Van Meter stated that it is a goal to hire nine staff members by July 1, 2024, make the 48/96 schedule permanent, add Battalion Chiefs to the Union, increase life insurance to \$100,000, increase vacation cash out, and there is a verbal agreement between the District and the Union for a 3-2-2 cost of living increase. The negotiations were done with good faith on both sides. Louis Risewick made a motion to approve the contract negotiation between the personnel committee and IAFF Local 3881 starting July 1, 2024 through June 30, 2027. Colleen Busch seconded the motion. The motion carried unanimously.

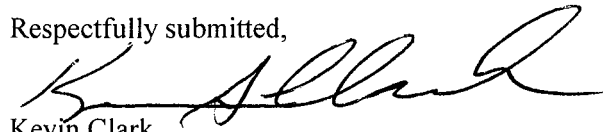
Other Business – There was a discussion on getting a .gov website. Chief Ryan Russell stated that we started the process back in January.

Good of the Order – Betty Hart thanked KVFA for sponsoring a table at Salem Fire Foundation. Joe Van Meter thanked Captain Christina Wilson, Lieutenant Andrew Alderson and Lieutenant C.J. Thorne for all their work on the negotiations.

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

Adjourn – President Joe Van Meter declared the meeting adjourned at 7:13pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kevin Clark', written over a horizontal line.

Kevin Clark
Secretary