

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

**REGULAR BOARD MEETING**

April 17, 2018

**Call to Order** – President Joe Van Meter called the meeting to order at 7:00 p.m. Directors present included: Betty Hart, Greg Ego, Chet Patterson and Ron Christopher.

**Roll Call** – Those present at the Board meeting included: Fire Chief Jeff Cowan, EMS Billing Manager Randy Jackson, Division Chiefs Brian Butler and Hector Blanco, Captain Aaron Pittis, Deputy Fire marshal Anne-Marie Storms, Firefighter Kelby Frazier, Volunteer Firefighters John Fowler and Chris McLanahan, Budget Committee Members Colleen Busch, Kelly Walther, John Rizzo, Bill Quinn, and Richard Labarthe, Citizen Bob Busch.

**Pledge of Allegiance**

**Minutes** – Chet Patterson made a motion to approve the Minutes of March 20, 2018. Greg Ego seconded the motion. The motion carried unanimously.

**Correspondence** – None.

**Guest Input** – None.

**Organizational Input**

IAFF Local 3881 – None.

KVFA – None.

**Old Business**

**70<sup>th</sup> Anniversary Reception** – Betty Hart reported that planning for the reception is coming along nicely. The challenge coins have arrived and are being distributed, a full page ad for the Keizer Times is in its final stages, Keizer Fire is the Grand Marshal in the Iris Parade. The event is scheduled for Monday, May 14, 2018, 6:00 – 8:00 pm and everyone is invited.

**Keizer Fire Foundation** – Chet Patterson reported that the foundation has finally been recognized by the IRS for the 501(c)3 status. Betty Hart invited all of the members of the foundation to the 70<sup>th</sup> anniversary reception.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. Percentage of expenditures on track at 75% through the year. Ambulance revenue received at \$166,000 and other revenue doing very well at over 90%. Greg Ego made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

**Board Member Reports** – None.

**Chief/Staff Reports**

No questions on reports from Chief Cowan, Randy Jackson, Chief Blanco. Chief Butler reported that the new tap out system is ready to go live and appears to be 10-30 seconds faster. An added benefit is that staff is getting more rest at night since they only have to wake up when their apparatus is called for.

Betty Hart asked if the facilities committee had met yet. Chief Cowan replied that they had not and were waiting for Chief Russell to complete his drawings and proposals.

### **New Business**

**Exhaustion of FF/Paramedic Eligibility List** – Chief Cowan provided a brief report about the eligibility list decreasing to only three remaining candidates. Per Civil Service Rules, there must be four on the list to continue drawing from it. Chief Butler reported that he had attended the Civil Service meeting in Chief's absence and the commission had approved the exhaustion of the list. He will begin the process to establish a new list within the next few months. A temporary hire has been brought on for a period of three months.

**Other Business** – None

**Good of the Order** – Chief Cowan thanked the budget committee members for attending tonight and offered them a tour of new apparatus.

The meeting was adjourned at 7:11 pm in order to accommodate an executive session.

President Joe Van Meter call the Executive Session to order at 7:12 pm and read ORS 192.660 (1) (i), Fire Chief Evaluation for the record.

The regular board meeting was called back to order at 8:00 pm by President Joe Van Meter.

Joe Van Meter reported that Chief Cowan received an above average evaluation and had new goals for the next year. Ron Christopher reported that Chief Cowan was actually close to outstanding. The board thanked Chief Cowan for another great year.

**Pay Bills** – Greg Ego made a motion to pay the bills. Ron Christopher seconded the motion. The motion carried unanimously.

**Adjourn** – President Joe Van Meter declared the meeting adjourned at 8:01 pm.

Respectfully submitted,

Chet Patterson  
Secretary