

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

**REGULAR BOARD MEETING  
November 20, 2018**

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

**Roll Call** – Those present at the Board meeting included: Fire Chief Jeff Cowan, Division Chiefs Brian Butler and Hector Blanco, Captain Rachel Brozovich, Firefighters Mike Jensen, Victor Hess, Chris Frank and Jeremiah Golden, Fire & Life Safety Specialist Cody Heidt, Budget Committee Members Colleen Busch, John Rizzo and Bill Quinn, Citizen Bob Busch.

**Pledge of Allegiance**

President Patterson asked for a moment of silence in honor of Mike Hart retired Board Member.

**Introduction** – Chief Cowan introduced new Firefighter/Paramedic – Jerimiah Golden and new Fire & Life Safety Specialist Cody Heidt.

**Minutes** -- Ron Christopher made a motion to approve the Minutes of October 16, 2018. Betty Hart seconded the motion. The motion carried unanimously.

**Correspondence** – None.

**Guest Input** – Colleen Busch congratulated the board on the passing of the Levy and expressed her support for the staff that has been serving on the conflagration. She continued by asking the board to consider putting the agenda on the website.

**Organizational Input**

IAFF Local 3881 – President Mike Jensen reported that staff will be at Keizer Station on Black Friday for the MDA Fill the Boot event.

KVFA – None.

**Old Business**

**Levy Renewal** – Chief Cowan presented an overview of the levy passage with a 73% approval rating. Chet Patterson thanked Joe, Betty and the Chief for all their hard work in getting the information out to the public. He continued by thanking the Union for putting out all the signs. Chief Cowan provided a brief overview of the error made in the Statesman Journal article and that there was a small retraction printed the next day on page two.

**Reports**

**Financial Report** – Betty Hart provided a brief overview of the financial report. Overall the expenses are still under budget at one third of the way through the budget year. Overtime was down again, however may increase next month due to being mobilized on the conflagration. Ambulance revenue was received at \$210,000 and appears to be catching back up. Joe Van Meter made a motion to accept the financial report as presented. Ron Christopher seconded the motion. The motion carried unanimously.

**Board Member Reports** – Joe Van Meter reported that the election night festivities turned out very well and thanked all those that attended.

**Chief/Staff Reports** – Chief Cowan gave brief updates on his attendance at the dispatch consolidation meeting with Metcom and WVCC and with the intermodal facility progress at the Port of Willamette. Chief Butler gave a brief update on the conflagration fire and the research into which apparatus purchases would best serve the district. Much discussion ensued.

Chief Cowan reported that research has begun on the need for a website for the foundation as well as updates to the district site. He continued by stating that a board work session is being planned for early 2019 with research beginning for finances, equipment facilities and personnel. Betty Hart asked about progress on the collection of new fees. Chief reported that he just received approval from legal on how to go about it and the Deputy Fire Marshal will be preparing a fee update schedule. He continued by stating that he will be bringing it before the board within the next six months.

#### **New Business**

**Budget Committee Vacancies** – Chief Cowan reported that the budget committee currently has a vacancy due to the passing of Richard Labarthe. Chief Cowan reached out to Richard's wife Jennifer to see if she is interested. In addition, two budget committee members have terms that expire on 12/31/18, John Rizzo and Bill Quinn. Chief has reached out to John Rizzo and Bill Quinn and asked if they would like to renew their terms. John Rizzo declined and would like to offer the opportunity to someone else that would like to be involved. Bill Quinn accepted and would like to renew. Betty Hart made a motion to approve the renewal of Bill Quinn as budget committee member of another term. Ron Christopher seconded the motion. The motion carried unanimously. Betty Hart made a motion to declare the other positions open and to begin the process of filling the budget committee positions. Greg Ego seconded the motion. The motion carried unanimously.

**Office Manager Hiring Update** – Chief Cowan reported that fifteen applications were received and that five are being moved into the interview process on December 4, 2018.

**Other Business** – None.

**Good of the Order** – Betty Hart thanked the District for the flowers and engine provided for Mike Harts service and thanked everyone for all their heartfelt condolences.

**Pay Bills** – Greg Ego made a motion to pay the bills. Joe Van Meter seconded the motion. The motion carried unanimously.

**Adjourn** – President Chet Patterson declared the meeting adjourned at 7:51 pm.

Respectfully submitted,

Greg Ego  
Secretary