

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

**REGULAR BOARD MEETING
August 20, 2024**

Call to Order – President Betty Hart called the meeting to order at 5:30 p.m.

Roll Call – Those present at the Board meeting included: President Betty Hart, Directors: Joe Van Meter, Colleen Busch, Kevin Clark and Louis Risewick, Fire Chief Ryan Russell, Finance Officer Lyn Komp, Division Chief Hector Blanco, Battalion Chief Rachel Brozovich and Christina Wilson, EMS Billing Manager Jacquelynn Sunderland, DFM Anne-Marie Storms, Captain Andrew Alderson, Engineer Michael Jensen and Citizen Bob Busch.

Minutes – There was a correction to the end first line in “Other Business” to read “support special districts at the federal level.” Joe Van Meter made a motion to approve the minutes as amended for July 16, 2024. Louis Risewick seconded the motion. The motion carried unanimously.

Correspondence – Lyn Komp read a thank you card from the Southeast Keizer Community Center.

Guest Input – None

Organizational Input

IAFF Local 3881 – None

KVFA- None

Old Business- None

Reports

Financial Report – Colleen Busch provided a brief overview of the financial report. We are 8% of the way through the fiscal year. We have received approximately \$318,130 in ambulance payments. We have received \$17,900 in taxes. We transferred \$465,000 from ambulance receipts to checking. Overtime is high. PERS is normal. There were payments made for workers compensation, building improvements, radio maintenance fee, Target Solutions and ESO. The general obligation bond payments for interest and principal were made. Joe Van Meter made a motion to accept the financial report as presented. Louis Risewick 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- We have been on 13 wildfires this summer, and the district was involved in all of them. We have five new employees, and everything is going good. We got a good review from the audit. Chief Ryan Russell assisted with the Salem Fire Chief hiring process. They have a tentative offer out to someone who will be a good partner. There was a discussion where the process is with Salem Ambulance.
- EMS Billing Manager Jacquelynn Sunderland- There was a discussion on the GEMT-FFS. We should be receiving the funds from the second half of 2023 GEMT-FFS any time.

- Division Chief Brian Butler- There was a discussion on who is qualified to drive apparatus when work or hose testing is being done. It was stated that anyone driving apparatus will have the qualifications to drive fire apparatus.
- Battalion Chief Christina Wilson- We had two representatives from OSHA come in and did a full facility review. Overall, it went really well. There are just a few small corrections.

New Business

Policy 2.11, Policy 2.06, Policy 4.01, Policy 4.04, and Policy 4.05- Fire Chief Ryan Russell presented five policies to the Board. Each policy was reviewed. Each policy was discussed. There were small corrections that needed to be made for the second reading on four policies.

SDAO Best Practices- Chief Ryan Russell stated that the Board of Directors are required to take a training through SDAO's training platform in order to receive credit on Best Practices. The training has been assigned and will go out tomorrow. He requested that all Board Members finish the training by the next Board Meeting.

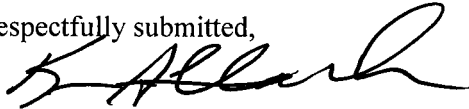
Other Business – None

Good of the Order – Betty Hart congratulated everyone for their hard work at KeizerFest and conflagrations.

Pay Bills – Joe Van Meter made a motion to pay the bills. Louis Risewick seconded the motion. The motion carried unanimously.

Adjourn – President Betty Hart declared the meeting adjourned at 6:18pm.

Respectfully submitted,



Kevin Clark
Secretary