

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

**REGULAR BOARD MEETING  
November 18, 2025**

**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: Louis Risewick, Colleen Busch, Kevin Clark, and Corri Johnson, Chief Ryan Russell, Division Chief Brian Butler, Battalion Chiefs Christina Wilson and Rachel Brozovich, Finance Officer Lyn Komp, Deputy Fire Marshal Anne-Marie Storms, Community Engagement Coordinator Maddie Alsum, KVFA President Darrell Fuller, SingerLewak LLC.- Joe Cassidy and Brad Bingenheimer, Citizen Bob Busch, Leslie Risewick, Charles Risewick, Henry Risewick.

**Minutes** – Corri Johnson made a motion to approve the minutes for October 21, 2025 as presented. Colleen Busch seconded the motion. The motion carried unanimously.

**Audit Presentation-** Brad Bingenheimer, Manager from SingerLewak LLP presented the audit report for the year ending June 30, 2025. A meeting was previously held to go over the audit in more detail with the Board Finance Committee. In the Governance Letter, there was one new accounting change regarding compensated absences. The new process for reporting on compensated absences was reviewed. In the management letter, there were adjusting journal entries that were provided and approved by Lyn Komp. The District received an unmodified opinion, which is the highest level of assurance from the auditor, that the audit is free of material misstatement and that you can rely on the information included in the financial statements. There was on minor adjustment. The reporting on PERS Liability was reviewed. Kevin Clark made a motion to approve the audit as presented. Louis Risewick seconded the motion. The motion carried unanimously.

**Correspondence** – None

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- Darrell Fuller reviewed all of the holiday events for December.

**Old Business-** Fire Chief Ryan Russell presented an update on the strategic planning process. They have met with SDAO to establish a scope. SDAO will be getting back to us with an estimate not to exceed that amount. Meetings will start happening in late January or February. Fire Chief Ryan Russell will start working on getting people for the work groups.

**Reports**

**Financial Report** – Colleen Busch provided an overview of the financial report. Revenue percentages were reviewed. We received \$14,771 in taxes. Revenues are at 15.5%. Expenditures were reviewed. Bills paid were reported on. EMS revenue and reports were reviewed. Corri Johnson made a motion to accept the financial report as presented. Louis Risewick seconded the motion. The motion carried unanimously.

**Board Member Reports** –

- Betty Hart, Corri Johnson and Colleen Busch reported on meetings and events they attended.

**Chief/Staff Reports** –

- Fire Chief Ryan Russell-
  - Jacquelynn Sunderland is working through the transition of EMS billing companies with a go live date of December 1<sup>st</sup> with EMS M|C.
  - The new website went live today. We are still working out all the kinks.
  - There was a discussion on meeting with legislators. Right now, we are in just the introductory stages.
- Division Chief Brian Butler-
  - Betty Hart congratulated D.C. Brian Butler on becoming the ASA Committee Chair. D.C. Brian Butler reviewed what the committee does.
- Deputy Fire Marshal Anne-Marie Storms-
  - Corri Johnson asked about who is eligible to take the car seat safety training in May. She stated she would be interested. DFM Anne-Marie Storms let her know that OHSU approves all the people who can attend the class. She will work with her on how to get signed up.

**New Business-**

- **Fire Chief Goals-** The Board had a brief discussion on the Fire Chief's goals that he presented to them. His annual review in May will be based upon the goals. Corri Johnson made a motion to approve the Fire Chief's Goals as presented. Kevin Clark seconded the motion. The motion carried unanimously.

**Other Business –**

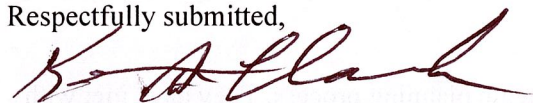
- Lyn Komp discussed and made a recommendation that the Board of Directors add Corri Johnson as a signer on all bank accounts in compliance with Board Policy B. She also recommended removing Joe Van Meter as a signer on all accounts. Colleen Busch made a motion to add Corri Johnson and remove Joe Van Meter from all bank accounts. Kevin Clark seconded the motion. The motion carried unanimously.

**Good of the Order – None**

**Pay Bills –** Corri Johnson made a motion to pay the bills. Colleen Busch seconded the motion. The motion carried unanimously.

**Adjourn –** President Betty Hart declared the meeting adjourned at 6:21pm.

Respectfully submitted,



Kevin Clark  
Secretary