

Keizer Rural Fire Protection District  
Keizer, Oregon

Agenda  
Regular Board Meeting  
February 17, 2026

You may attend in person or join from your computer, tablet or smartphone.

<https://www.gotomeet.me/KeizerFD>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3117](tel:+15713173117)

Access Code: 590-273-869

**5:30 p.m. Call to Order**

**Pledge of Allegiance:**

**Roll Call:**

**Approve Minutes:**

Board Meeting Minutes January 20, 2026

**Correspondence:**

**Guest Input:** Statements by members of the public should be brief and concise. A time limit of five (5) minutes will be allotted to an individual or a member of the group.

**Organizational Input:**

1. IAFF Local 3881
2. Keizer Volunteer Fire Fighter's Association

**Old Business:**

1. Strategic Plan Update Information

**Reports:**

1. Financial Reports – Information/Action
  - Receipts of the District's monthly financial reports, which include ambulance billing reports, and act upon the financial reports.
2. Board Member Reports – Information

- This time is allowed for Board Members to report on any contacts or District Business they have conducted.

3. Chief/Staff Reports - Information
- Reports from staff covering activities for the month.

**New Business:**

1. Budget Officer and Calendar Information/Action
- The Board will appoint a Budget Officer and approve the budget calendar for fiscal year 2025-2027.
2. Surplus of a 1992 Pierce Arrow Ladder Truck Information/Action
- The Board will review and vote on approving the surplus of the 1992 Pierce Arrow Ladder Truck.

**Other Business:**

This time is provided to allow the Board Members or staff an opportunity to bring new or old matters before the Board, which are not listed on the agenda.

**Good of the Order:**

**Pay Bills:**

**Adjourn:**

**Meeting Schedule:**

Board Meeting	March 17, 2026
Board Meeting	April 21, 2026

Upon request, auxiliary aids and/or special services will be provided. To request services, please contact us at 503-390-9111 or through Oregon Relay 1-800-735-2900 at least two working days (48 hours) in advance.

2025 – 2026 Board of Director Committee Assignments:

Personnel Issues – Betty Hart & Louis Risewick  
 Land & Building (Facilities) – Betty Hart & Kevin Clark  
 Intergovernmental Issues – Louis Risewick & Colleen Busch  
 Financial – Colleen Busch & Louis Risewick  
 Equipment Replacement – Kevin Clark & Corri Johnson  
 Response Times/EMS – Corri Johnson & Colleen Busch  
 Technology / Communications – Betty Hart & Kevin Clark

\*\*\*\*Board of Directors 4 Year Terms\*\*\*\*

<u>Position # / Name</u>	<u>Term Ends</u>
1. Colleen Busch	06/30/2029
2. Corri Johnson	06/30/2029
3. Louis Risewick	06/30/2027

- 4. Kevin Clark 06/30/2027
- 5. Betty Hart 06/30/2027

\*\*\*\*Budget Committee Members 3 Year Terms\*\*\*\*

<u>Name</u>	<u>Term Ends</u>
Laureal Williams	12/31/2025
Don McBride	12/31/2025
Patti Tischer	12/31/2027
Jennifer Palanuk	12/31/2027
Donna Bradley	12/31/2025

\*\*\*\*Civil Service Commissioners 4 Year Terms\*\*\*\*

<u>Name</u>	<u>Term Ends</u>
Janae Davis	05/17/2026
Bob Shackelford	07/21/2028
Donna Bradley	07/21/2028
Nancy Varner	05/21/2028
Darrell Fuller	05/17/2026

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

**REGULAR BOARD MEETING**

January 20, 2026

**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, Finance Officer Lyn Komp, Deputy Fire Marshal Anne-Marie Storms, Community Engagement Coordinator Maddie Alsum, Lt. Andrew Alderson, Eric Olheiser, Janzen Aguilar-Nelson, the on duty crew, Nathan Bauer- Bauer Insurance, and Citizens Bob Busch and Kelby Frazier

**Minutes** – Colleen Busch a motion to approve the minutes for November 18, 2025 as presented. Corri Johnson seconded the motion. The motion carried unanimously.

**Correspondence** – Lyn Komp read a thank you note from Keizer Chamber of Commerce for the support of the Keizer Holiday Tree Lighting.

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- Non

**Old Business-** Fire Chief Ryan Russell presented an update on the strategic planning process. He presented the agenda for the upcoming Strategic Planning meeting on February 4, 2026. There will be 20 people in attendance. Betty Hart requested the results from the latest survey.

**Reports**

**Financial Report** – Colleen Busch provided an overview of the financial report. Revenue percentages were reviewed. We have received 92% of taxes. Revenues are at 15.5%. Expenditures were reviewed. Bills paid were reported on. EMS revenue was reviewed. There was a brief report on the Finance Committee meeting on January 15, 2026. Kevin Clark made a motion to accept the financial report as presented. Louis Risewick seconded the motion. The motion carried unanimously.

**Board Member Reports** –

- Colleen Busch gave a brief report on the OFDDA conference she attended in November.
- Betty Hart, Kevin Clark and Colleen Busch reported on meetings and events they attended.

**Chief/Staff Reports** –

- Fire Chief Ryan Russell-
  - A brief update on EMS Revenue was reviewed.
- Division Chief Brian Butler-
  - There was a discussion on how much we are receiving on out of town transfers.
- Battalion Chief Christina Wilson
  - There was a discussion on grants.

- The Firehouse Subs grant was submitted.
- We have not received any information on the AFG Grant.
- We received the Safety and Security Grant from SDAO to help secure the front lobby.

### **New Business-**

**SDAO Insurance Renewal-** Nathan Bauer distributed the liability insurance renewal and gave a brief overview. The District received a discount for participating in the Best Practices Program. Nathan reviewed the reason for the increases. One of the main reasons was we added two medics to the plan. Corri Johnson made a motion to renew the general liability insurance. Kevin Clark seconded the motion. The motion carried unanimously.

### **Other Business –**

- Betty Hart stated that she would like to see more information added to the website page for the Board of Directors. This includes terms of office, duties, and how it was formed.

### **Good of the Order –**

- Kevin Clark stated Bill Lawyer is retiring and there will be a party for him on February 4<sup>th</sup>. He also stated that there will be a Gold Star Memorial on February 7, 2026 at 11:00am.
- Betty Hart stated that she spoke with regarding the high level of care a citizen received while being transported.
- Colleen Busch gave kudos to the crew for being safe when driving apparatus.

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

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

Respectfully submitted,

Kevin Clark  
Secretary

**Keizer Fire District**  
**Cash Position Statement**  
**As of January 31, 2026**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1011 · US Bank - Ambulance Billing</b>							(46,491.14)
Check	01/13/2026	1006	Keizer Fire District	Ambulance Revenue		150,000.00	(196,491.14)
General Jour...	01/31/2026	1883		Ambulance Billing	269,370.50		72,879.36
Total 1011 · US Bank - Ambulance Billing					269,370.50	150,000.00	72,879.36
<b>1012 · Umpqua Bank- Checking</b>							1,759.95
Deposit	01/06/2026			Deposit	321,804.10		323,564.05
General Jour...	01/09/2026	1867		Visa- Brozovich		705.38	322,858.67
General Jour...	01/09/2026	1867		Visa- Butler		1,682.47	321,176.20
General Jour...	01/09/2026	1867		Visa- Komp		300.45	320,875.75
General Jour...	01/09/2026	1867		Visa- Pittis		742.07	320,133.68
General Jour...	01/09/2026	1867		Visa- Russell		3,258.47	316,875.21
General Jour...	01/09/2026	1867		Visa- Storms		3.07	316,872.14
General Jour...	01/09/2026	1867		Visa- Wilson		20.34	316,851.80
General Jour...	01/12/2026	1871		PERS		148,624.55	168,227.25
Bill Pmt -Check	01/13/2026	32178	76 Fleet/Wex Bank	Gasoline		278.01	167,949.24
Bill Pmt -Check	01/13/2026	32179	Advanced Locking Soluti...	Door Lock Repair		628.10	167,321.14
Bill Pmt -Check	01/13/2026	32180	Amazon	PO #010926-1000		91.08	167,230.06
Bill Pmt -Check	01/13/2026	32181	AT&T Mobility- CC	Modems		1,115.49	166,114.57
Bill Pmt -Check	01/13/2026	32182	AT&T Mobility,	Cell Phones		89.54	166,025.03
Bill Pmt -Check	01/13/2026	32183	BoundTree	108812		8,411.16	157,613.87
Bill Pmt -Check	01/13/2026	32184	Brassroots Training Sol...	PO #010326-1118		2,140.00	155,473.87
Bill Pmt -Check	01/13/2026	32185	Broadway Commons	Strategic Planning Meeting		400.00	155,073.87
Bill Pmt -Check	01/13/2026	32186	Busch, Colleen	Board Stipend- 4th Quarter		100.00	154,973.87
Bill Pmt -Check	01/13/2026	32187	Central Mechanical, LLC	Oven Repairs		125.00	154,848.87
Bill Pmt -Check	01/13/2026	32188	Central Refrigeration	Ice Machine Lease		280.00	154,568.87
Bill Pmt -Check	01/13/2026	32189	Chitwood, Robin	PO #010826-1200		513.50	154,055.37
Bill Pmt -Check	01/13/2026	32190	Clark, Kevin	Board Stipend- 4th Quarter		100.00	153,955.37
Bill Pmt -Check	01/13/2026	32191	Climate Systems NW LLC			3,286.51	150,668.86
Bill Pmt -Check	01/13/2026	32192	Comcast	Cable		92.11	150,576.75
Bill Pmt -Check	01/13/2026	32193	Department of Consume...	Boiler Permit		89.60	150,487.15
Bill Pmt -Check	01/13/2026	32194	Fuller, Darrell	Volunteer Stipend- 4th Quarter		111.75	150,375.40
Bill Pmt -Check	01/13/2026	32195	Gomez, Eduardo	Volunteer Stipend- 4th Quarter		149.00	150,226.40
Bill Pmt -Check	01/13/2026	32196	Hart, Betty	Board Stipend- 4th Quarter		100.00	150,126.40
Bill Pmt -Check	01/13/2026	32197	Johnson, Corri	Board Stipend- 4th Quarter		100.00	150,026.40
Bill Pmt -Check	01/13/2026	32198	Keizer Times	Advertising		50.00	149,976.40
Bill Pmt -Check	01/13/2026	32199	Keizer, City of	Water/Sewer		831.82	149,144.58
Bill Pmt -Check	01/13/2026	32200	Koulibali, Lazen	Supervising Physician		10,000.00	139,144.58
Bill Pmt -Check	01/13/2026	32201	KVFA - Volunteer Associ...	4th Quarter		1,750.00	137,394.58
Bill Pmt -Check	01/13/2026	32202	Loren's Sanitation	Garbage/Recycling		283.02	137,111.56
Bill Pmt -Check	01/13/2026	32203	Lowe's			32.52	137,079.04
Bill Pmt -Check	01/13/2026	32204	Marion Environmental S...	Biohazard Bags		97.90	136,981.14
Bill Pmt -Check	01/13/2026	32205	NinjaOne, Inc			1,860.00	135,121.14
Bill Pmt -Check	01/13/2026	32206	NW Natural	Natural Gas		1,921.71	133,199.43
Bill Pmt -Check	01/13/2026	32207	Polk County	Radio Communications		1,350.00	131,849.43
Bill Pmt -Check	01/13/2026	32208	Risewick, Louis	Board Stipend- 4th Quarter		100.00	131,749.43
Bill Pmt -Check	01/13/2026	32209	Salem, City of	Dispatch Fee		71,980.96	59,768.47
Bill Pmt -Check	01/13/2026	32210	SDIS	Health Insurance		98,149.00	(38,380.53)
Bill Pmt -Check	01/13/2026	32211	Skyline Ford, Inc.	PO #2025-277		337.74	(38,718.27)
Bill Pmt -Check	01/13/2026	32212	System Design West, LLC	Ambulance Billing Fee		691.32	(39,409.59)
Bill Pmt -Check	01/13/2026	32213	Toshiba Financial Services	Copier Lease		439.44	(39,849.03)
Bill Pmt -Check	01/13/2026	32214	Ultrex Business Solutio...	Copies		18.44	(39,867.47)
Bill Pmt -Check	01/13/2026	32215	Walter E. Nelson Co.			758.70	(40,626.17)
Bill Pmt -Check	01/13/2026	32216	WAT, Inc	PO # 102825-1510		1,592.00	(42,218.17)
Bill Pmt -Check	01/13/2026	32217	Comcast	Telephones		592.94	(42,811.11)
Deposit	01/16/2026			Deposit	150,921.00		108,109.89
Bill Pmt -Check	01/20/2026	32218	911 Supply, Inc			104.12	108,005.77
Bill Pmt -Check	01/20/2026	32219	AccurAccounts, Inc.	Payroll		2,221.30	105,784.47
Bill Pmt -Check	01/20/2026	32220	Amazon			256.77	105,527.70
Bill Pmt -Check	01/20/2026	32221	BioTek Medical, Inc.	Oxygen Cylinders		589.50	104,938.20
Bill Pmt -Check	01/20/2026	32222	BoundTree	108812		2,429.73	102,508.47
Bill Pmt -Check	01/20/2026	32223	Broadway Commons	Strategic Planning Meeting		82.75	102,425.72
Bill Pmt -Check	01/20/2026	32224	CIS Benefits	Dental Insurance		7,218.53	95,207.19
Bill Pmt -Check	01/20/2026	32225	EMS Management & Co...	EMS Billing		474.02	94,733.17
Bill Pmt -Check	01/20/2026	32226	Government Ethics Com...	Annual Fee		1,684.40	93,048.77
Bill Pmt -Check	01/20/2026	32227	Hughes Fire Equipment,...	PO #2026-011		86.12	92,962.65
Bill Pmt -Check	01/20/2026	32228	Keizer Chamber of Com...	First Citizen Banquet		825.00	92,137.65
Bill Pmt -Check	01/20/2026	32229	Killers Pest Control	Pest Control		92.50	92,045.15
Bill Pmt -Check	01/20/2026	32230	Lewis Media Group	Website Hosting		648.00	91,397.15
Bill Pmt -Check	01/20/2026	32231	McKillips Catering	Awards Banquet		500.00	90,897.15
Bill Pmt -Check	01/20/2026	32232	Medline Industries, Inc	PO #010826-1830		1,493.92	89,403.23
Bill Pmt -Check	01/20/2026	32233	Professional Benefit Ser...	Cafeteria Plan Fee		130.00	89,273.23
Bill Pmt -Check	01/20/2026	32234	R. Bauer Insurance Inc.	VFIS Insurance		5,665.00	83,608.23
Bill Pmt -Check	01/20/2026	32235	Safeway	Water		476.60	83,131.63
Bill Pmt -Check	01/20/2026	32236	Salem Fire Alarm, Inc.	Fire Alarm Monitoring		270.00	82,861.63
Bill Pmt -Check	01/20/2026	32237	SeaWestern, Inc	Wildland Pants		244.20	82,617.43
Bill Pmt -Check	01/20/2026	32238	Skyline Ford, Inc.	PO #2026-008		725.08	81,892.35
Bill Pmt -Check	01/20/2026	32239	Stryker Sales Corporation	PO #010826-1845		745.68	81,146.67
Bill Pmt -Check	01/20/2026	32240	Training4Responders	PO #011526-1210		3,625.00	77,521.67
Bill Pmt -Check	01/20/2026	32241	Walz's Rebuilt Auto Parts	PO #2026-012		439.00	77,082.67
General Jour...	01/27/2026	1872		PERS		11,256.22	65,826.45
General Jour...	01/28/2026	1874		LGIP transfer to checking	550,000.00		615,826.45
General Jour...	01/29/2026	1875		Visa- Alderson		820.82	615,005.63
General Jour...	01/29/2026	1875		Visa- Komp		848.96	614,156.67
General Jour...	01/29/2026	1875		Visa- McClung		44.89	614,111.78
General Jour...	01/29/2026	1875		Visa- Pittis		375.00	613,736.78
General Jour...	01/29/2026	1875		Visa- Russell		526.53	613,210.25
General Jour...	01/29/2026	1875		Visa- Storms		720.45	612,489.80
General Jour...	01/29/2026	1875		Visa- Wilson		6.56	612,483.24

**Keizer Fire District**  
**Cash Position Statement**  
**As of January 31, 2026**

<i>Type</i>	<i>Date</i>	<i>Num</i>	<i>Name</i>	<i>Memo</i>	<i>Debit</i>	<i>Credit</i>	<i>Balance</i>
General Jour...	01/29/2026	1881		Beth Israel Lahe- Reimburse...	900.00		613,383.24
General Jour...	01/31/2026	1876		Payroll		322,315.74	291,067.50
General Jour...	01/31/2026	1876		Casey Finnerty		9,449.64	281,617.86
General Jour...	01/31/2026	1876		IRS		3,936.24	277,681.62
General Jour...	01/31/2026	1876		Oregon Dept of Revenue		1,020.00	276,661.62
General Jour...	01/31/2026	1876		IRS		131,510.62	145,151.00
General Jour...	01/31/2026	1876		Oregon Dept of Revenue		34,161.00	110,990.00
General Jour...	01/31/2026	1876		HRA Veba		13,250.00	97,740.00
General Jour...	01/31/2026	1876		IAFF Local 3881		6,031.00	91,709.00
General Jour...	01/31/2026	1876		IAFF Local 3881		230.00	91,479.00
General Jour...	01/31/2026	1876		KFD Cafeteria		1,591.66	89,887.34
General Jour...	01/31/2026	1876		PenServ		1,837.38	88,049.96
General Jour...	01/31/2026	1876		Valic		28,054.09	59,995.87
General Jour...	01/31/2026	1876		Valic		8,232.11	51,763.76
General Jour...	01/31/2026	1876		Child Support		329.00	51,434.76
Total 1012 · Umpqua Bank- Checking					1,023,625.10	973,950.29	51,434.76
<b>1020 · Petty Cash</b>							200.00
Total 1020 · Petty Cash							200.00
<b>1120 · LGIP</b>							5,497,095.25
General Jour...	01/06/2026	1866		LGIP	225,404.45		5,722,499.70
General Jour...	01/06/2026	1866		LGIP	12,523.51		5,735,023.21
General Jour...	01/28/2026	1874		LGIP transfer to checking		550,000.00	5,185,023.21
General Jour...	01/31/2026	1878		Interest Received	18,062.66		5,203,085.87
General Jour...	01/31/2026	1878		Interest Received	1,188.33		5,204,274.20
General Jour...	01/31/2026	1878		Interest Received	554.56		5,204,828.76
Total 1120 · LGIP					257,733.51	550,000.00	5,204,828.76
<b>TOTAL</b>					<b>1,550,729.11</b>	<b>1,673,950.29</b>	<b>5,329,342.88</b>

**Keizer Fire District**  
**Financial Report- All**  
**01/31/2026**

	Jan 26	YTD	Budget	\$ Over Budget	% of Budget
<b>Income</b>					
<b>4000 · Revenue</b>					
4010 · Taxes, Current Year	226,542.79	6,954,239.88	7,310,971.00	-356,731.12	95.12%
4020 · Taxes, Prior Year	11,385.17	70,189.98	72,500.00	-2,310.02	96.81%
4030 · Taxes, 911 Excise	33,019.04	65,610.13	129,004.00	-63,393.87	50.86%
4100 · EMS Revenue	-519,292.36	1,343,362.42	3,200,000.00	-1,856,637.58	41.98%
4120 · Capitol Fire Med	518.77	833.88	32,000.00	-31,166.12	2.61%
4140 · Interest & Dividends	19,805.55	69,123.11	141,000.00	-71,876.89	49.02%
4150 · Miscellaneous	1,415.59	33,003.74	23,000.00	10,003.74	143.5%
4156 · Conflagration Reimbursement	27,742.38	751,192.71	340,000.00	411,192.71	220.94%
<b>Total 4000 · Revenue</b>	<b>-198,863.07</b>	<b>9,287,555.85</b>	<b>11,248,475.00</b>	<b>-1,960,919.15</b>	<b>82.57%</b>
9050 · Transfer In From General Fund	0.00	0.00	25,000.00	-25,000.00	0.0%
<b>Total Income</b>	<b>-198,863.07</b>	<b>9,287,555.85</b>	<b>11,273,475.00</b>	<b>-1,985,919.15</b>	<b>82.38%</b>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	436,271.69	2,961,907.95	5,350,797.00	-2,388,889.05	55.36%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	59,031.18	810,059.90	510,000.00	300,059.90	158.84%
5082 · Longevity Incentive	2,630.19	19,022.01	38,716.00	-19,693.99	49.13%
5083 · Leave Payoff	10,571.01	83,028.74	110,000.00	-26,971.26	75.48%
5084 · Wellness Incentive	0.00	5,600.00	7,800.00	-2,200.00	71.8%
5085 · Education Incentive	3,000.00	20,925.00	32,400.00	-11,475.00	64.58%
5086 · Preceptor Pay	0.00	934.49	0.00	934.49	100.0%
5090 · Volunteer Program	0.00	4,021.50	60,763.00	-56,741.50	6.62%
5110 · Payroll Tax Soc. Sec. (FICA)	38,515.93	280,416.39	468,729.00	-188,312.61	59.83%
5115 · State Unemployment Tax (SUTA)	503.17	3,871.33	6,740.00	-2,868.67	57.44%
5119 · Workers' Compensation Tax	101.39	842.53	5,642.00	-4,799.47	14.93%
5120 · Workers' Compensation	-9,157.36	136,990.55	175,000.00	-38,009.45	78.28%
5125 · Health and Dental Insurance	90,865.01	623,768.43	1,152,865.00	-529,096.57	54.11%
5126 · Medical Savings Plan (HRA Veba)	13,250.00	91,500.00	156,000.00	-64,500.00	58.65%
5127 · Cafeteria Plan Administration	130.00	1,080.00	1,400.00	-320.00	77.14%
5130 · Life & Disability Insurance	10,985.66	75,594.97	115,424.00	-39,829.03	65.49%
5135 · Retirement (PERS)	159,877.01	1,266,227.02	2,093,288.00	-827,060.98	60.49%
5137 · Deferred Compensation Match	8,969.49	62,813.06	123,224.00	-60,410.94	50.98%
5210 · Physical Exams	0.00	3,320.00	18,855.00	-15,535.00	17.61%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5000 · Personal Services</b>	<b>825,544.37</b>	<b>6,453,173.87</b>	<b>10,434,518.00</b>	<b>-3,981,344.13</b>	<b>61.84%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	1,338.43	5,184.91	14,000.00	-8,815.09	37.04%
6015 · Dispatch 911	33,019.04	210,000.00	420,001.00	-210,001.00	50.0%
6020 · Volunteer Recruitment/Retention	0.00	310.00	500.00	-190.00	62.0%

## Keizer Fire District Financial Report- All

	<u>01/31/2026</u>		<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
	<u>Jan 26</u>	<u>YTD</u>			
6022 · Grant Expense	0.00	0.00	10,000.00	-10,000.00	0.0%
6025 · Civil Service Expense	1,480.50	9,894.61	8,000.00	1,894.61	123.68%
6035 · Apparatus Maintenance(Vehicles)	6,271.83	68,917.35	103,000.00	-34,082.65	66.91%
6040 · Equipment Maintenance	2,026.48	12,614.86	41,600.00	-28,985.14	30.32%
6062 · Furniture	280.00	6,661.57	16,300.00	-9,638.43	40.87%
6070 · Small Tools & FF Equip/Supplies	199.08	9,594.18	110,100.00	-100,505.82	8.71%
6073 · Building & Grounds Maintenance	6,265.48	17,004.91	43,075.00	-26,070.09	39.48%
6074 · Building Improvements	0.00	31,034.51	37,850.00	-6,815.49	81.99%
6075 · Radio Maintenance	12,987.90	45,845.60	67,550.00	-21,704.40	67.87%
6080 · Ladder & Hose Testing	0.00	8,016.00	8,700.00	-684.00	92.14%
6100 · Turnouts & Prot. Equipment	244.20	26,789.99	71,550.00	-44,760.01	37.44%
6137 · Uniforms	104.12	12,950.81	32,000.00	-19,049.19	40.47%
6145 · Supplies	1,040.57	6,941.29	12,000.00	-5,058.71	57.84%
6160 · Public Ed / Fire Prevention	324.50	2,346.75	8,500.00	-6,153.25	27.61%
6180 · Medical Supplies	88,558.85	180,581.38	173,000.00	7,581.38	104.38%
6200 · District Meetings	1,357.75	1,622.09	1,750.00	-127.91	92.69%
6210 · District Events	569.11	1,569.11	9,000.00	-7,430.89	17.44%
6300 · Utilities	3,252.28	35,251.29	77,100.00	-41,848.71	45.72%
6400 · Fuel Expense	238.45	17,694.73	52,000.00	-34,305.27	34.03%
6505 · Communications	2,111.67	24,671.34	76,034.00	-51,362.66	32.45%
6600 · Training	9,734.14	22,877.59	72,750.00	-49,872.41	31.45%
6605 · Training Supplies	0.00	3,236.27	8,650.00	-5,413.73	37.41%
6620 · Water Rescue	100.00	150.00	3,000.00	-2,850.00	5.0%
6622 · Health & Fitness Supplies	0.00	0.00	2,800.00	-2,800.00	0.0%
6704 · Computer/Network Expenses	7,000.63	38,086.57	61,700.00	-23,613.43	61.73%
6707 · Office Supplies	327.23	1,261.03	6,600.00	-5,338.97	19.11%
6710 · Insurance & Fidelity Bond	0.00	5,665.00	77,000.00	-71,335.00	7.36%
6715 · Publicity/Advertising	100.00	1,304.00	6,370.00	-5,066.00	20.47%
6720 · Printing and Publishing	54.69	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	-27,521.60	193,024.78	433,035.00	-240,010.22	44.58%
6750 · Other Professional Services	12,221.30	62,984.30	141,000.00	-78,015.70	44.67%
6771 · GO Bond Payment	0.00	0.00	290,000.00	-290,000.00	0.0%
6772 · Interest Expense	0.00	64,112.50	118,149.00	-54,036.50	54.26%
<b>Total 6000 · Materials and Services</b>	<b>163,686.63</b>	<b>1,128,973.18</b>	<b>2,617,264.00</b>	<b>-1,488,290.82</b>	<b>43.14%</b>
<b>7000 · Capital Outlay</b>	<b>0.00</b>	<b>3,221.00</b>	<b>70,000.00</b>	<b>-66,779.00</b>	<b>4.6%</b>
<b>8200 · Bond Capital Projects Expend.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>9000 · Transfers and/or Miscellaneous</b>	<b>-280,000.00</b>	<b>0.00</b>	<b>141,800.00</b>	<b>-141,800.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>709,231.00</b>	<b>7,585,368.05</b>	<b>13,263,582.00</b>	<b>-5,678,213.95</b>	<b>57.19%</b>

**Keizer Fire District**  
**General Fund- Admin**  
**01/31/2026**

	<u>Jan 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	49,040.89	339,900.60	602,355.00	-262,454.40	56.43%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	420.45	50,653.09	20,000.00	30,653.09	253.27%
5082 · Longevity Incentive	618.86	4,332.02	10,000.00	-5,667.98	43.32%
5083 · Leave Payoff	0.00	20,628.46	20,000.00	628.46	103.14%
5085 · Education Incentive	750.00	5,250.00	7,200.00	-1,950.00	72.92%
5090 · Volunteer Program	0.00	0.00	0.00	0.00	0.0%
5110 · Payroll Tax Soc. Sec. (FICA)	3,845.63	25,546.17	49,643.00	-24,096.83	51.46%
5115 · State Unemployment Tax (SUTA)	50.21	456.87	714.00	-257.13	63.99%
5119 · Workers' Compensation Tax	6.16	52.45	649.00	-596.55	8.08%
5120 · Workers' Compensation	-9,157.36	136,990.55	175,000.00	-38,009.45	78.28%
5125 · Health and Dental Insurance	3,354.78	28,604.86	107,391.00	-78,786.14	26.64%
5126 · Medical Savings Plan (HRA Veba)	1,250.00	8,750.00	15,000.00	-6,250.00	58.33%
5127 · Cafeteria Plan Administration	130.00	1,080.00	1,400.00	-320.00	77.14%
5130 · Life & Disability Insurance	1,157.37	7,835.94	12,649.00	-4,813.06	61.95%
5135 · Retirement (PERS)	11,290.06	126,428.25	223,012.00	-96,583.75	56.69%
5137 · Deferred Compensation Match	2,661.89	18,235.73	31,943.00	-13,707.27	57.09%
5210 · Physical Exams	0.00	0.00	400.00	-400.00	0.0%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5000 · Personal Services</b>	<b>65,418.94</b>	<b>775,994.99</b>	<b>1,284,231.00</b>	<b>-508,236.01</b>	<b>60.43%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	1,338.43	5,184.91	14,000.00	-8,815.09	37.04%
6015 · Dispatch 911	33,019.04	210,000.00	420,001.00	-210,001.00	50.0%
6025 · Civil Service Expense	1,480.50	9,894.61	8,000.00	1,894.61	123.68%
6062 · Furniture	280.00	6,661.57	16,300.00	-9,638.43	40.87%
6073 · Building & Grounds Maintenance	6,265.48	17,004.91	43,075.00	-26,070.09	39.48%
6074 · Building Improvements	0.00	31,034.51	37,850.00	-6,815.49	81.99%
6145 · Supplies	1,040.57	6,941.29	12,000.00	-5,058.71	57.84%
6200 · District Meetings	1,357.75	1,622.09	1,750.00	-127.91	92.69%
6210 · District Events	569.11	1,569.11	9,000.00	-7,430.89	17.44%
6300 · Utilities	3,252.28	35,251.29	77,100.00	-41,848.71	45.72%
6505 · Communications	2,111.67	24,671.34	76,034.00	-51,362.66	32.45%
6704 · Computer/Network Expenses	7,000.63	38,086.57	61,700.00	-23,613.43	61.73%
6707 · Office Supplies	327.23	1,261.03	6,600.00	-5,338.97	19.11%
6710 · Insurance & Fidelity Bond	0.00	5,665.00	77,000.00	-71,335.00	7.36%
6715 · Publicity/Advertising	100.00	1,304.00	5,870.00	-4,566.00	22.22%
6720 · Printing and Publishing	54.69	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	1,689.75	20,453.29	14,470.00	5,983.29	141.35%
6750 · Other Professional Services	2,221.30	48,996.80	131,000.00	-82,003.20	37.4%
<b>Total 6000 · Materials and Services</b>	<b>62,108.43</b>	<b>466,376.18</b>	<b>1,014,350.00</b>	<b>-547,973.82</b>	<b>45.98%</b>
<b>Total Expense</b>	<b>127,527.37</b>	<b>1,242,371.17</b>	<b>2,323,581.00</b>	<b>-1,081,209.83</b>	<b>53.47%</b>

**Keizer Fire District**  
**General Fund- Operations**  
**01/31/2026**

	<u>Jan 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	375,785.80	2,540,839.41	4,611,041.00	-2,070,201.59	55.1%
5080 · Overtime	57,683.68	729,596.26	450,000.00	279,596.26	162.13%
5082 · Longevity Incentive	1,935.00	14,155.68	28,716.00	-14,560.32	49.3%
5083 · Leave Payoff	10,571.01	62,200.28	85,000.00	-22,799.72	73.18%
5084 · Wellness Incentive	0.00	5,600.00	7,600.00	-2,000.00	73.68%
5085 · Education Incentive	2,100.00	14,625.00	24,300.00	-9,675.00	60.19%
5086 · Preceptor Pay	0.00	934.49	0.00	934.49	100.0%
5110 · Payroll Tax Soc. Sec. (FICA)	33,717.23	247,218.85	404,594.00	-157,375.15	61.1%
5115 · State Unemployment Tax (SUTA)	440.51	3,316.22	5,818.00	-2,501.78	57.0%
5119 · Workers' Compensation Tax	93.81	758.53	4,804.00	-4,045.47	15.79%
5125 · Health and Dental Insurance	86,617.48	588,863.42	1,034,757.00	-445,893.58	56.91%
5126 · Medical Savings Plan (HRA Veba)	11,750.00	81,000.00	138,000.00	-57,000.00	58.7%
5130 · Life & Disability Insurance	9,551.74	65,826.31	99,227.00	-33,400.69	66.34%
5135 · Retirement (PERS)	143,463.02	1,097,611.64	1,803,518.00	-705,906.36	60.86%
5137 · Deferred Compensation Match	5,964.10	42,172.83	87,159.00	-44,986.17	48.39%
5210 · Physical Exams	0.00	2,165.00	10,450.00	-8,285.00	20.72%
<b>Total 5000 · Personal Services</b>	<u>739,673.38</u>	<u>5,496,883.92</u>	<u>8,794,984.00</u>	<u>-3,298,100.08</u>	<u>62.5%</u>
<b>6000 · Materials and Services</b>					
6022 · Grant Expense	0.00	0.00	10,000.00	-10,000.00	0.0%
6035 · Apparatus Maintenance(Vehicles)	6,271.83	68,917.35	103,000.00	-34,082.65	66.91%
6040 · Equipment Maintenance	2,026.48	12,614.86	41,600.00	-28,985.14	30.32%
6070 · Small Tools & FF Equip/Supplies	199.08	9,594.18	110,100.00	-100,505.82	8.71%
6075 · Radio Maintenance	12,987.90	45,845.60	67,550.00	-21,704.40	67.87%
6080 · Ladder & Hose Testing	0.00	8,016.00	8,700.00	-684.00	92.14%
6100 · Turnouts & Prot. Equipment	244.20	26,789.99	71,550.00	-44,760.01	37.44%
6137 · Uniforms	104.12	12,950.81	32,000.00	-19,049.19	40.47%
6160 · Public Ed / Fire Prevention	324.50	2,346.75	8,500.00	-6,153.25	27.61%
6180 · Medical Supplies	88,558.85	180,581.38	173,000.00	7,581.38	104.38%
6210 · District Events	0.00	0.00	0.00	0.00	0.0%
6400 · Fuel Expense	238.45	17,694.73	52,000.00	-34,305.27	34.03%
6620 · Water Rescue	100.00	150.00	3,000.00	-2,850.00	5.0%
6622 · Health & Fitness Supplies	0.00	0.00	2,800.00	-2,800.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	-29,336.35	157,304.49	404,880.00	-247,575.51	38.85%
6750 · Other Professional Services	10,000.00	10,000.00	10,000.00	0.00	100.0%
<b>Total 6000 · Materials and Services</b>	<u>91,719.06</u>	<u>552,806.14</u>	<u>1,098,680.00</u>	<u>-545,873.86</u>	<u>50.32%</u>
<b>7000 · Capital Outlay</b>	<b>0.00</b>	<b>3,221.00</b>	<b>20,000.00</b>	<b>-16,779.00</b>	<b>16.11%</b>
<b>9000 · Transfers and/or Miscellaneous</b>	<b>-280,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<u>551,392.44</u>	<u>6,052,911.06</u>	<u>9,913,664.00</u>	<u>-3,860,752.94</u>	<u>61.06%</u>

**Keizer Fire District**  
**General Fund- Training**  
01/31/2026

	<u>Jan 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	11,445.00	81,167.94	137,401.00	-56,233.06	59.07%
5080 · Overtime	927.05	29,810.55	40,000.00	-10,189.45	74.53%
5082 · Longevity Incentive	76.33	534.31	0.00	534.31	100.0%
5083 · Leave Payoff	0.00	200.00	5,000.00	-4,800.00	4.0%
5084 · Wellness Incentive	0.00	0.00	200.00	-200.00	0.0%
5085 · Education Incentive	150.00	1,050.00	900.00	150.00	116.67%
5090 · Volunteer Program	0.00	4,021.50	60,763.00	-56,741.50	6.62%
5110 · Payroll Tax Soc. Sec. (FICA)	953.07	7,651.37	14,492.00	-6,840.63	52.8%
5115 · State Unemployment Tax (SUTA)	12.45	98.24	208.00	-109.76	47.23%
5119 · Workers' Compensation Tax	1.42	31.55	189.00	-157.45	16.69%
5125 · Health and Dental Insurance	892.75	6,300.15	10,717.00	-4,416.85	58.79%
5126 · Medical Savings Plan (HRA Veba)	250.00	1,750.00	3,000.00	-1,250.00	58.33%
5130 · Life& Disability Insurance	276.55	1,932.72	3,548.00	-1,615.28	54.47%
5135 · Retirement (PERS)	5,123.93	42,187.13	66,758.00	-24,570.87	63.19%
5137 · Deferred Compensation Match	343.50	2,404.50	4,122.00	-1,717.50	58.33%
5210 · Physical Exams	0.00	1,155.00	8,005.00	-6,850.00	14.43%
<b>Total 5000 · Personal Services</b>	<u>20,452.05</u>	<u>180,294.96</u>	<u>355,303.00</u>	<u>-175,008.04</u>	<u>50.74%</u>
<b>6000 · Materials and Services</b>					
6020 · Volunteer Recruitment/Retention	0.00	0.00	500.00	-500.00	0.0%
6600 · Training	9,372.11	22,015.56	72,750.00	-50,734.44	30.26%
6605 · Training Supplies	0.00	3,236.27	8,650.00	-5,413.73	37.41%
6715 · Publicity/Advertising	0.00	0.00	500.00	-500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	125.00	15,267.00	13,685.00	1,582.00	111.56%
<b>Total 6000 · Materials and Services</b>	<u>9,497.11</u>	<u>40,518.83</u>	<u>96,085.00</u>	<u>-55,566.17</u>	<u>42.17%</u>
<b>Total Expense</b>	<u>29,949.16</u>	<u>220,813.79</u>	<u>451,388.00</u>	<u>-230,574.21</u>	<u>48.92%</u>

Keizer Fire District  
**Reserve Fund**  
 01/31/2026

	<u>Jan 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
<b>4000 · Revenue</b>					
4140 · Interest & Dividends	554.56	5,330.58	2,000.00	3,330.58	266.53%
<b>Total 4000 · Revenue</b>	<b>554.56</b>	<b>5,330.58</b>	<b>2,000.00</b>	<b>3,330.58</b>	<b>266.53%</b>
<b>9050 · Transfer In From General Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>-25,000.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>554.56</b>	<b>5,330.58</b>	<b>27,000.00</b>	<b>-21,669.42</b>	<b>19.74%</b>
<b>Expense</b>					
<b>7000 · Capital Outlay</b>					
7010 · Fire/Rescue Equipment	0.00	0.00	25,000.00	-25,000.00	0.0%
7040 · Land/Bldg Improvement	0.00	0.00	25,000.00	-25,000.00	0.0%
<b>Total 7000 · Capital Outlay</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>-50,000.00</b>	<b>0.0%</b>
<b>9000 · Transfers and/or Miscellaneous</b>					
9090 · Cash over/under	0.00	0.00	116,800.00	-116,800.00	0.0%
<b>Total 9000 · Transfers and/or Miscellaneous</b>	<b>0.00</b>	<b>0.00</b>	<b>116,800.00</b>	<b>-116,800.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>166,800.00</b>	<b>-166,800.00</b>	<b>0.0%</b>

**Keizer Fire District  
 Bond Repayment Fund**

01/31/2026

	<u>Jan 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>					
<b>4000 · Revenue</b>					
4010 · Taxes, Current Year	11,878.52	368,557.06	379,649.00	-11,091.94	97.08%
4020 · Taxes, Prior Year	644.99	3,960.16	2,500.00	1,460.16	158.41%
4140 · Interest & Dividends	1,188.33	3,709.77	4,000.00	-290.23	92.74%
<b>Total 4000 · Revenue</b>	<u>13,711.84</u>	<u>376,226.99</u>	<u>386,149.00</u>	<u>-9,922.01</u>	<u>97.43%</u>
<b>Total Income</b>	<u>13,711.84</u>	<u>376,226.99</u>	<u>386,149.00</u>	<u>-9,922.01</u>	<u>97.43%</u>
<b>Expense</b>					
<b>6000 · Materials and Services</b>					
6771 · GO Bond Payment	0.00	0.00	290,000.00	-290,000.00	0.0%
6772 · Interest Expense	0.00	64,112.50	118,149.00	-54,036.50	54.26%
<b>Total 6000 · Materials and Services</b>	<u>0.00</u>	<u>64,112.50</u>	<u>408,149.00</u>	<u>-344,036.50</u>	<u>15.71%</u>
<b>Total Expense</b>	<u>0.00</u>	<u>64,112.50</u>	<u>408,149.00</u>	<u>-344,036.50</u>	<u>15.71%</u>

# KEIZER FIRE DISTRICT CHIEF REPORT

February 2026

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## **District Board Committees**

Thank you to all Board Committees for taking the time to meet and engage in meaningful discussion. I appreciate the continued commitment of our Board members.

We will refine the frequency of committee meetings and will work to coordinate scheduling for the next round of meetings soon.

## **Legislative Meetings**

Legislative outreach continues with the assistance of our in-house lobbyist. We are pursuing Phase 1 funding for property acquisition and conceptual design for the Mid-Willamette Joint Public Safety and Resilience Center (The naming is still a work in progress).

We recognize this is a competitive environment and funding is far from guaranteed. However, it remains important to pursue alternative funding opportunities that allow us to leverage state or federal resources rather than relying solely on the local tax base.

Although the timeline has been tight and notice limited, the response has been strong and meaningful. We have received support from multiple neighborhood associations, local and state legislators, the City of Keizer, the Marion County Sheriff's Office, both local labor unions, and the Oregon State Firefighters Council. That level of alignment across community partners, elected officials, labor, and the statewide fire service is significant. Support from the Oregon State Firefighters Council in particular reflects recognition beyond our local area and underscores the broader importance of this effort to the fire service as a whole.

The broader issue of long-term funding stability under Oregon's current taxing structure remains a concern for fire and EMS agencies statewide. We will continue advocating responsibly and engaging in the conversation when able, while remaining realistic about the challenges ahead.

## **Keizer Fire District Strategic Plan**

On February 4th, we held our Strategic Planning Session at Broadway Commons. I appreciate the time and thoughtful participation from our Board, staff, and community members. It was a productive day focused on where we are as a District and where we want to be headed.

Out of this work has already come 5 clear core values. They are Compassion, Integrity, Respect, Dedication, and Accountability. I look forward to the work ahead, building from and based on these 5 core values.

We had honest conversations about growth, internal and external communication, service expectations, financial realities, member needs, and facility needs. The consistent theme was sustainability; ensuring we are not simply managing today's workload but deliberately preparing for what Keizer will require five and ten years from now.

We are now working to break down the discussion into clear priorities and measurable objectives that will guide policy decisions, budget development, and capital planning. This work continues, but the session was an important step in positioning the District for a stable future.

## **Budget Review**

We continue to monitor the current fiscal year budget closely. Several expense areas, particularly personnel-related costs, are running higher than projected, and we are adjusting where appropriate while limiting spending to essential needs.

We are preparing to begin work on the FY 2026/2027 budget. Before the formal process starts, we are reviewing where we stand financially and identifying the expenses we know will carry forward. That upfront look will prepare us to move into the budget cycle with a clear understanding of our position.

We will continue working closely with the Board Finance Committee to ensure the next budget remains realistic and sustainable for the District.

## **Feasibility Study for Future Opportunity**

This project remains under review by the City of Salem. We will continue to await the City's review before taking any next steps.

### **KFD / SFD / MCFD Collaboration**

Regional cooperation remains strong and continues to evolve. We continue to work alongside Marion County Fire District 1 as well as other public safety partners regarding long-term facility collaboration opportunities focused on efficiency and coordinated service delivery.

We continue our cooperative deployment of Medic 38 in partnership with the Salem Fire Department. Stationing Medic 38 at Salem Station 6 during peak daytime hours supports system reliability across the capital region, reflects our commitment to being a dependable regional partner, and is helping to regain revenue lost due to decreased mutual aid responses since Salem Fire took over the ambulance service in July of 2025.

I continue meeting with the three area Fire Chiefs to ensure open communication and alignment on regional issues. We are committed to collaborating where it strengthens service delivery and supports responsible use of resources.

### **Station Capacity**

We continue exploring options to expand facility capacity. Our station is currently over capacity for both apparatus and personnel, requiring flexibility in the near term as long-term solutions are evaluated. We are also working with partner agencies to identify alternative space solutions.

### **KFD / MCFD #1 Intergovernmental Agreement – Station 6**

Operations continue as normal. The space at Station 6 remains essential to supporting both agencies and the communities we serve. We continue to work toward balancing operational needs with neighborhood concerns while maintaining a focus on mutual support and efficient service delivery.

Respectfully Submitted,  
Ryan Russell  
Fire Chief

**EMS ACTIVITY REPORT -**  
February 2026 Board Meeting

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**Ambulance Billing Items:**

Our **January** final financial reports from System Design show a **deposited revenue** of **\$238,828.81**. Our A/R balance forward is **\$1,632,862.90**.

Our **January** financial reports from EMSMC show a deposited revenue of **\$99,772.00**. We hit an all-time record high with 448 billable calls. Our second highest was in January of 2024 with 417. Our net revenue from accounts in collections during **January** was **\$3,531.41**.

**Capital FireMed Program Revenue:**

- January reports for Capital Fire Memberships revenue were **\$1,400.00** with 20 memberships
- December reports for Capital Fire Memberships revenue was **\$3,080.00** with 44 memberships
- November reports for Capital Fire Memberships revenue **\$1,610.00** with 23 memberships
- October reports for Capital Fire Memberships revenue were **\$3,220.00** with 46 memberships

Should you have any questions about any of this information, please don't hesitate to ask.

***Respectfully Submitted,***  
***Jacquelynn Sunderland – CAC, CAFO, CACO***  
***EMS Billing & Records Manager***





# OPERATIONS MONTHLY REPORT

## February 2026

January 2026 Total Incidents – 737  
 YTD – 737

January 2025 Total Incidents – 583  
 YTD – 583

January 2024 Total Incidents – 714  
 YTD – 714

Inc #	Address	Call Type	Shift	T.O.D.	Reason
180	6100 Blk Nicklaus Loop N	EMS	C	10:40 AM	Distance
565	500 Blk Marino Dr N	EMS	A	10:12 PM	Turnout Time
616	5100 Springfield Ct N	EMS	B	5:24 AM	Turnout Time
743	5100 Nordic Ct N	EMS	B	4:24 PM	Travel Time

JANUARY 2026 RESPONSE TIME STANDARD – 92.5%

YEAR TO DATE CODE 3 RESPONSE TIME STANDARD – 92.5%

### Operations Projects:

- Operational Staffing/Hiring: We are currently down one position and we anticipate two more vacancies over the coming months. We are offering a Paramedic position to an individual from Texas that has been a Paramedic for a few years.

We are also looking to make a social media blitz to announce that we are looking for Paramedics and Firefighters. Our list was reviewed by our Civil Service Examiner and we currently have six folks on both the Paramedic list and the Firefighter/Paramedic list.

- Lieutenants Promotional Exams: Chief Brozovich and myself will begin preparing for the Lieutenants promotional exam sometime soon with an anticipated test date of late April or early May. Prospective candidates are currently working through a workbook that ensures that they gather the necessary experience and knowledge to work in the next classification.
- Clear Lake Co-Staffing: The co-staffing of the Clear Lake station has experienced some challenges over the past several months; however, we continue to view the partnership as beneficial overall. In January, Engine 725 from Marion County Fire District #1 responded to 22 incidents in the north end of Keizer that would typically have been handled by our engine company. This number is notably lower than in previous months due to periods when Engine 725 was unavailable or out of its assigned response area, requiring our units to cover calls normally managed by E725.

The 22 calls handled by E725 reduced the workload on our engine company by an average of 0.7 calls per shift. Engine 355 responded to 263 calls in January; without the support of E725, that number would have increased to 285. This represents an approximate 8% reduction in call volume for our engine company attributable to the co-staffing arrangement.

- Inter-Agency Incident Command System: The three agencies continue to collaborate on the development of a unified Incident Command (IC) System designed to support major incident responses. We have established common terminology across all organizations and are now focused on creating shared operational guidelines for a wide range of incident types, including residential structure fires, commercial fires, and wildland–urban interface events.

Once these guidelines are fully developed, we will begin joint training exercises utilizing realistic, scenario-based simulations to ensure consistent, coordinated responses across all three agencies.

- Out-of-Town Transfers: We have now been assisting Salem Fire Department by handling out of town transfers from Salem Health since July. These transfers generally go to Portland area hospitals, but do occasionally go to the Eugene area.

We conducted 29 out-of-town transfers for the month of January.

- Medic 38 at Salem Station #6: Medic 38 has been operating out of Salem Station #6 since January 5th between the hours of 8:00 a.m. and 6:00 p.m. During this period, the unit responded to 87 emergency 9-1-1 calls that resulted in ambulance transports, generating approximately \$51,000 in new revenue. A retrospective review indicates that this deployment strategy has not negatively affected emergency response performance within the Keizer service area.

In addition to emergency responses, Medic 38 completed 10 out-of-town transfers, producing an additional \$8,400 in revenue. As a reminder, pursuant to our agreement with Salem Fire, we reimburse 20% of transport revenue; the figures listed above reflect our 80% share.

From 6:00 p.m. to 8:00 a.m., while Medic 38 is housed at Keizer Fire District, the unit handled 32 ambulance transports, generating approximately \$23,000 in revenue.

Historically, Medic 38 has maintained a utilization rate of 7–8%. Under the revised deployment model utilizing Salem Station #6, the unit's utilization rate has increased to 25%, representing a substantial improvement for a medic unit that has previously been underutilized.

### **Maintenance Projects:**

- Facilities: Routine care and maintenance continue to be completed by staff as time allows:
  - Hot water heater repair
  
- Apparatus:
  - Annual testing of SCBAs and masks (time consuming)
  - Updating firmware on portable and mobile radios (time consuming)
  - Stryker repairing cot and stair chair (under warranty)

### **Other Events, Activities and Meetings:**

- 01/22 – Meeting with Woodburn Operations Chief
- 01/26 – Board Sub-Committee Meetings
- 01/26 – Meeting with Government Jobs to advertise position openings
- 01/27 – Chiefs Meeting
- 02/03 – Chiefs Meeting
- 02/04 – Strategic Planning Session
- 02/05 – Capital Area Operations Chiefs Meeting (with Ops Chiefs from Marion/Polk/Benton County Fire agencies)
- 02/09 – Capital Area ICS Meeting
- 02/10 – Officers Meeting
- 02/12 – Maintenance Meeting

Respectfully,

*Brian Butler*  
Division Chief

# VEHICLE MAINTENANCE REPORT

January 2026  
(01/01/2026 through 01/31/2026)

<u>Unit</u>	<u>Hours Out of Service</u>		<u>Notes</u>
	Month	Year to Date	
<b><u>Medics</u></b>			
2501 (M36)	0	0	
2502 (M35)	0	0	
2001 (M37)	0	0	
2002 (M38)	40	40	Turbo Issue (O)
1501 (Reserve)	124	124	Annual Inspection (O)
1601 (Reserve)	104	104	Annual Inspection (O)
<b><u>Engines</u></b>			
1711 (E355)	0	0	
1712 (E365)	0	0	
2111 (E375)	0	0	
0411 (E385)	0	0	
<b><u>Other</u></b>			
9221 (L358)		0	
1731 (SQ359)	0	0	
2141 (BR358)	0	0	
1741 (BR365)	0	0	
1641 (UTV368)	0	0	
1651 (BC35)	0	0	
1652 (BC36)	0	0	
2441 (T359)	0	0	
<b><u>Staff Vehicles</u></b>			
0851 (U394)	466	466	Water Leak (O)
2151 (U354)	0	0	
1653 (U374)	0	0	
0951 (U384)	0	0	
2451 (C351)	0	0	

## Repair/Maintenance Events:

\*\*\*Note\*\*\* (I) Indicates In-House Repair  
(O) Indicates Outside Vendor Repair

**TRAINING, HEALTH, AND WELLNESS DIVISION**  
**MONTHLY REPORT**  
**February 2026**

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**January Training Highlights:**

**Fire:** Crews joined Salem Fire to review functions of the Rapid Intervention Team (RIT) in the event of a firefighter emergency on the fire ground. Crews also toured SFD's new air rig and ensured joint equipment familiarity.

**Officers:** During our monthly Officer meeting, personnel reviewed administrative duties and procedures for work-related injury or illness.

**EMS:** Annual refresher for CPR/ACLS (Advanced Cardiac Life Support).

**Scheduled February Training:**

**Fire:** Company training for this month includes reviewing forcible entry techniques utilizing our door prop, ensuring efficiency for residential and commercial access needs. Crews will also join Salem Fire for cancer risk reduction collaborative training.

**EMS:** Annual recertification for PALS (Pediatric Advanced Life Support); Blood Borne Pathogens refresher; and Providence EMS Stroke and Hearth virtual conference.

**All Personnel:** Annual Safety Refresher

**Student and Resident Program:**

Our students continue to gain hands-on experience both at school and on calls. Current students include Firefighters Meadows and Elder (A-Shift); Firefighter Vandecoevering (B-Shift); Firefighter Jones (C-Shift); and Firefighter Gomez (volunteer attending EMS related schooling).

Cooperative work experience (CWE) students, EMT-B riders, and EMT-P students are completing clinical rotations with our crews for field experience. We also still have three paramedic interns wrapping up their ride time.

**Health and Wellness Programs:**

Peer Fitness Committee: Nothing to report.

Peer Support Committee: Members attended the NW Peer Support Conference in January.

**January Meetings and Activities:**

Chemeketa EMS Advisory Board Meeting

Chemeketa Fire Advisory Board Meeting

KFD Officer Meeting and Training

Capital Area Training Meeting

Strategic Planning Session

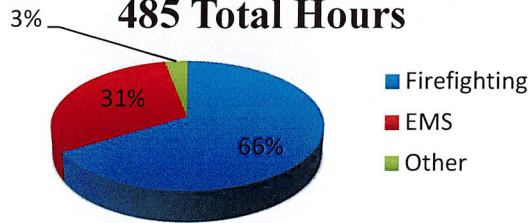
Area BC Meeting

Chiefs' Meetings

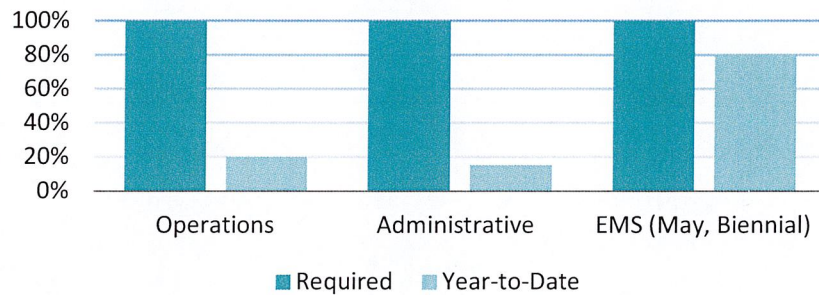
**TRAINING, HEALTH, AND WELLNESS DIVISION  
MONTHLY REPORT  
February 2026**

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**January  
Training Breakdown  
485 Total Hours**



**Required Annual Training Hours**



**Required Training Breakdown:**

Agency Classification	Required Hours	Applicable personnel	Total
DPSST - Operations	60 hours	57	3,420 hours
DPSST – Administrative (Prevention, Public Education, Chief Officers)	12 hours	4	36 hours
Oregon Health Authority (OHA) Biennial Recertification	24 hours (EMT)	12	288 hours
	36 hours (EMT- A/I)	3	108 hours
	48 hours (EMT - P)	39	<u>1,822 hours</u>
			2,218 hours
Additional category for 2024: ISO Required Training (impacts rating and grant eligibility).	241 department hours (9 categories)	N/A	241 hours

Respectfully submitted,

*Rachel Brozovich, Battalion Chief*

## Safety, Retention and Alternative Funding Report

February 2026

### **Safety:**

All staff will be attending an annual safety refresher as well as training on our OSHA required topics, such as blood borne pathogens, etc.

Our fit testing machine has returned from calibration and our annual SCBA and N95 mask fit testing is underway.

We also have a few employee illnesses/injuries to review at our next safety committee meeting.

The joint cancer prevention training had to be rescheduled by Salem Fire but will occur towards the end of this month.

### **Retention:**

We had our last retention committee meeting on 2/11. We worked on a document covering the key takeaways from the latest survey and possible suggestions from the committee to address any problem areas. Once completed, this document will be sent out to the district to highlight our strengths and identify weaknesses that we are working on.

The Mentor program guideline has been reviewed by the Retention committee, the district officers and senior staff. We will begin implementing this new program as soon as possible.

### **Alternative Funding:**

The Firehouse Subs grant is submitted and pending. I look forward to having a decision in the next month or two.

We have received a decision from SDAO regarding our front lobby security upgrade grant. We have been awarded \$2500 to use on the project. We have until June 1, 2026 to accept this award.

I have also accepted an invitation to participate in the Oregon State Fire Marshall's Office DEI roundtable in March to discuss my experience as a female in the fire service.

Respectfully submitted,

*Christina Wilson*



# Keizer Fire District Budget Calendar

1. Appoint a Budget Officer February 17, 2026
2. Publish 1<sup>st</sup> Notice of the Budget Comm. Mtg. April 10, 2026
3. Publish 2<sup>nd</sup> Notice of the Budget Comm. Mtg. April 17, 2026
4. 1<sup>st</sup> Budget Committee Meeting April 30, 2026
  - Approve Proposed Budget
5. 2<sup>nd</sup> Budget Committee Meeting (if necessary) May 7, 2026
  - Approve Proposed Budget
6. Publish Budget Hearing June 5, 2026
7. Budget Hearing June 16, 2026
  - Adoption of the Budget



## MEMORANDUM

To: Board of Directors  
Thru: Ryan Russell, Fire Chief  
From: Brian Butler, Operations Chief  
Date: February 17<sup>th</sup>, 2026  
Subject: Declare Ladder 358 Surplus Equipment

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### Issue:

It is appropriate at this time to declare Ladder 358 as surplus equipment and proceed with its disposal in accordance with District Policy 2.02, *Disposal of District Property/Equipment*.

### Discussion:

Ladder 358 is a 1992 Pierce Arrow apparatus that was purchased by the Keizer Fire District in 2015 and refurbished by Pierce Manufacturing in 2016. The apparatus has historically been used to respond to structure fires within the Keizer Fire District and to provide mutual aid to neighboring agencies.

Several factors support the recommendation to surplus Ladder 358 at this time:

- The Keizer Fire District's current staffing model assigns two engines to structure fires and previously relied on volunteers and off-duty career personnel responding from home to staff the ladder truck. This response model is no longer in practice, resulting in Ladder 358 not responding to alarms.
- The District has entered into an automatic aid agreement with the Salem Fire Department, which dispatches one of their ladder trucks on all Keizer Fire District structure fire responses.
- The Salem Fire Department plans to add a third ladder truck to its fleet in the future, further ensuring ladder coverage.
- Ladder 358 has responded to only 12 working structure fires over the past four years.
- Ladder 358 represents a high-risk, low-frequency piece of equipment that requires a significant training investment relative to its limited use.
- The apparatus requires substantial maintenance expenditures and staff time disproportionate to its operational value and utilization.

Keizer Fire District Policy 2.02, *Disposal of District Equipment/Property*, requires that any equipment valued in excess of \$10,000 be formally declared surplus and removed from service by action of the Board of Directors.

At this time, staff is uncertain of the most effective method for disposing of Ladder 358, as the current market is saturated with similar apparatus, including two ladder trucks recently surplus by the Salem Fire Department.

*Recommendation:*

It is recommended that the Board of Directors formally declare Ladder 358 surplus and authorize staff to proceed with its proper disposal in accordance with District policy.