

Keizer Rural Fire Protection District  
Keizer, Oregon

Agenda  
Regular Board Meeting  
April 21, 2026

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Access Code: 590-273-869

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

**Pledge of Allegiance:**

**Roll Call:**

**Approve Minutes:**

Board Meeting Minutes March 17, 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:** None

**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. Resolution 2026-01 National Special District Assoc. Information/Action
  - The Board will discuss the adoption of Resolution 2026-01.
2. Fire Chief Annual Review Process Information/Action
  - The Board will discuss and adopt a process for the Fire Chief's annual review.

**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:**

Budget Committee Meeting	April 30, 2026
Board Meeting	May 19, 2026
Board Meeting	June 16, 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	12/31/2028
Patti Tischer	12/31/2027
Jennifer Palanuk	12/31/2027
Donna Bradley	12/31/2028
Jonathan Thomspens	12/31/2028

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

<u>Name</u>	<u>Term Ends</u>
Vacant	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  
March 17, 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, Battalion Chiefs Rachel Brozovich and Christina Wilson, Finance Officer Lyn Komp, Deputy Fire Marshal Anne-Marie Storms, Community Engagement Coordinator Maddie Alsum, Captain Aaron Pittis, KVFA President Darrell Fuller, Budget Committee Members Jonathan Thompson and Laureal Williams, and Citizens Bob Busch and Mayor Cathy Clark

**Minutes** – There were two corrections to the minutes. Colleen Busch’s name was listed twice under Board Member Reports. Corri Johnson’s last name was corrected in new business under the ladder truck surplus. Colleen Busch made a motion to approve the minutes for February 17, 2026 as amended. Louis Risewick seconded the motion. The motion carried unanimously.

**Correspondence** –

**Guest Input** – None

**Organizational Input**

IAFF Local 3881 – None

KVFA- None

**Old Business**- None

**Reports**

**Financial Report** – Colleen Busch provided an overview of the financial report. We are 67% of the way through the fiscal year. Revenue percentages were reviewed. EMS calls were reviewed. We have received 82% of Revenue. Expenditures were reviewed. Bills paid were reported on. Lyn Komp gave an update on the funds coming in from GEMT and EMS|MC. 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, Kevin Clark, Louis Risewick, Corri Johnson, and Colleen Busch reported on meetings and events they attended.

**Chief/Staff Reports** –

- Battalion Chief Rachel Brozovich-
  - There was a brief overview of how the strategic planning meetings were going.
  - There was a brief review of the cancer risk reduction training.
- Division Chief Brian Butler-
  - There was a request to see the review of calls in chart form by Colleen Busch.
-

- Battalion Chief Christina Wilson-
  - There was a discussion on ideas for recognition of employees.
- Deputy Fire Marshal Anne-Marie Storms-
  - An update on Blast Camp was provided.

**New Business-**

**Budget Committee Appointment and Term Renewal-** The Board had discussion on renewing the term for Laoreal Williams and Donna Bradley and electing Jonathan Thompson to the Budget Committee. Jonathan Thompson spoke on his history of volunteering and being on the City of Keizer's Budget Committee. Laoreal Williams stated she appreciates the opportunity to give back. Corri Johnson moved to renew the terms for Laoreal Williams and Donna Bradley and elect Jonathan Thompson to the Budget Committee. Kevin Clark seconded the motion. The motion carried unanimously.

**Other Business –**

- Colleen Busch stated MCFD #1 Fire Chief Kyle McMann is speaking at the next West Keizer Neighborhood Association which is the second Thursday of the month.

**Good of the Order – None**

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

**Adjourn –** President Betty Hart declared the meeting adjourned at 6:08pm.

Respectfully submitted,

Kevin Clark  
Secretary

**Keizer Fire District**  
**Cash Position Statement**  
**As of March 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...	03/31/2026	1898		Valic		25,892.55	44,102.57
General Jour...	03/31/2026	1898		Valic		8,134.88	35,967.69
Total 1012 · Umpqua Bank- Checking					936,570.51	989,706.41	35,967.69
<b>1020 · Petty Cash</b>							200.00
Total 1020 · Petty Cash							200.00
<b>1120 · LGIP</b>							4,330,558.12
General Jour...	03/03/2026	1897		LGIP	143,712.09		4,474,270.21
General Jour...	03/03/2026	1897		LGIP	8,066.88		4,482,337.09
General Jour...	03/12/2026	1892		LGIP Transfer to Checking		150,000.00	4,332,337.09
General Jour...	03/27/2026	1899		LGIP Transfer to Checking		450,000.00	3,882,337.09
General Jour...	03/31/2026	1904		LGIP	12,702.74		3,895,039.83
General Jour...	03/31/2026	1904		LGIP	1,277.53		3,896,317.36
General Jour...	03/31/2026	1904		LGIP	537.14		3,896,854.50
Total 1120 · LGIP					166,296.38	600,000.00	3,896,854.50
<b>TOTAL</b>					<b>1,537,628.61</b>	<b>1,699,706.41</b>	<b>4,250,269.56</b>

04/17/26

Accrual Basis

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

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>1011 · US Bank - Ambulance Billing</b>							(7,514.35)
Check	03/03/2026	1009	Keizer Fire District	Ambulance Revenue		50,000.00	(57,514.35)
Check	03/17/2026	1010	Keizer Fire District	Ambulance Revenue		60,000.00	(117,514.35)
General Jour...	03/31/2026	1906		Ambulance Billing	434,761.72		317,247.37
Total 1011 · US Bank - Ambulance Billing					434,761.72	110,000.00	317,247.37
<b>1012 · Umpqua Bank- Checking</b>							89,103.59
Bill Pmt -Check	03/03/2026	32310	76 Fleet/Wex Bank	Gasoline		229.03	88,874.56
Bill Pmt -Check	03/03/2026	32311	911 Supply, Inc			547.67	88,326.89
Bill Pmt -Check	03/03/2026	32312	A-1 Backflow	PO #2026-021		225.00	88,101.89
Bill Pmt -Check	03/03/2026	32313	Amazon	PO #022526-1000		25.85	88,076.04
Bill Pmt -Check	03/03/2026	32314	BioTek Medical, Inc.	Oxygen Cylinder Lease		691.00	87,385.04
Bill Pmt -Check	03/03/2026	32315	BoundTree	108812		11,057.64	76,327.40
Bill Pmt -Check	03/03/2026	32316	Brozovich, Rachel - Ven...	IMT Conference- Per Diem		148.00	76,179.40
Bill Pmt -Check	03/03/2026	32317	Central Refrigeration	Ice Machine Lease		140.00	76,039.40
Bill Pmt -Check	03/03/2026	32318	Chitwood, Robin	PO #021826-1500		513.50	75,525.90
Bill Pmt -Check	03/03/2026	32319	Cruise Master Prisms, Inc.	PO #2026-022		19.75	75,506.15
Bill Pmt -Check	03/03/2026	32320	Dryden, Matt	Per Diem- Extrication Class		76.00	75,430.15
Bill Pmt -Check	03/03/2026	32321	Hughes Fire Equipment,...			1,063.80	74,366.35
Bill Pmt -Check	03/03/2026	32322	Medline Industries, Inc	PO #021626-1100		1,587.29	72,779.06
Bill Pmt -Check	03/03/2026	32323	Northside Electric	PO #2026-048		1,313.20	71,465.86
Bill Pmt -Check	03/03/2026	32324	NWSC, Inc.	PO #2026-023		140.41	71,325.45
Bill Pmt -Check	03/03/2026	32325	OTIS Elevator Company ...	Elevator Service		782.10	70,543.35
Bill Pmt -Check	03/03/2026	32326	Petro Card System Inc.	Gasoline		58.05	70,485.30
Bill Pmt -Check	03/03/2026	32327	PGE	Electric		4,154.21	66,331.09
Bill Pmt -Check	03/03/2026	32328	Premier Truck Service	PO #2026-046		20.69	66,310.40
Bill Pmt -Check	03/03/2026	32329	Product Advantage LLC	VOID: PO #2026-035- Paid twice			66,310.40
Bill Pmt -Check	03/03/2026	32330	Professional Benefit Ser...	Cafeteria Plan Fee		143.00	66,167.40
Bill Pmt -Check	03/03/2026	32331	SDIS	Health Insurance		98,149.00	(31,981.60)
Bill Pmt -Check	03/03/2026	32332	Standard Insurance Co...	PFML		6,735.73	(38,717.33)
Bill Pmt -Check	03/03/2026	32333	Standard Insurance Co...	Life & Disability Insurance		4,278.75	(42,996.08)
Bill Pmt -Check	03/03/2026	32334	Stryker Sales Corporation			583.28	(43,579.36)
Bill Pmt -Check	03/03/2026	32335	Thorne, Chris - Career	Extrication Class- Per Diem		76.00	(43,655.36)
Bill Pmt -Check	03/03/2026	32336	Threadline Embroidery	PO #2026-038		830.00	(44,485.36)
Bill Pmt -Check	03/03/2026	32337	Training4Responders	PO #021926-1318		3,375.00	(47,860.36)
Bill Pmt -Check	03/03/2026	32338	Verizon	Cell Phones		270.28	(48,130.64)
Bill Pmt -Check	03/03/2026	32339	Walter E. Nelson Co.	PO #2026-041		753.80	(48,884.44)
Deposit	03/04/2026			Deposit	134,713.21		85,828.77
General Jour...	03/05/2026	1890		Visa- Brozovich		446.97	85,381.80
General Jour...	03/05/2026	1890		Visa- Butler		643.04	84,738.76
General Jour...	03/05/2026	1890		Visa- Komp		667.36	84,071.40
General Jour...	03/05/2026	1890		Visa- Russell		3,754.26	80,317.14
General Jour...	03/05/2026	1890		Visa- Storms		218.02	80,099.12
General Jour...	03/05/2026	1890		Visa- Wilson		87.86	80,011.26
General Jour...	03/06/2026	1903		CIS- Check Voided because the...		7,218.53	72,792.73
General Jour...	03/12/2026	1892		LGIP Transfer to Checking	150,000.00		222,792.73
General Jour...	03/12/2026	1893		PERS		173,223.89	49,568.84
Bill Pmt -Check	03/17/2026	32340	AccurAccounts, Inc.	Payroll		2,153.40	47,415.44
Bill Pmt -Check	03/17/2026	32341	Amazon			159.53	47,255.91
Bill Pmt -Check	03/17/2026	32342	AT&T Mobility- CC	Modems		517.53	46,738.38
Bill Pmt -Check	03/17/2026	32343	At&T Mobility,	Cell Phones		133.11	46,605.27
Bill Pmt -Check	03/17/2026	32344	Batteries NW	Batteries		120.00	46,485.27
Bill Pmt -Check	03/17/2026	32345	BoundTree	108812		2,756.08	43,729.19
Bill Pmt -Check	03/17/2026	32346	Broadway Commons	PO #030326-1200		300.00	43,429.19
Bill Pmt -Check	03/17/2026	32347	CIS Benefits	Dental Insurance		134.13	43,295.06
Bill Pmt -Check	03/17/2026	32348	Comcast	Cable		92.11	43,202.95
Bill Pmt -Check	03/17/2026	32349	Fire Smart Promotions	PO #031126-1136		1,200.00	42,002.95
Bill Pmt -Check	03/17/2026	32350	Industrial Source/Natio...	PO #2026-051		372.09	41,630.86
Bill Pmt -Check	03/17/2026	32351	Keizer, City of	Water/Sewer		835.99	40,794.87
Bill Pmt -Check	03/17/2026	32352	Killers Pest Control	Pest Control		92.50	40,702.37
Bill Pmt -Check	03/17/2026	32353	Leadership Under Fire, I...	PO #030426-1022		2,475.00	38,227.37
Bill Pmt -Check	03/17/2026	32354	Les Schwab			1,896.73	36,330.64
Bill Pmt -Check	03/17/2026	32355	Loren's Sanitation	Garbage/Recycling		288.97	36,041.67
Bill Pmt -Check	03/17/2026	32356	Lowe's			549.17	35,492.50
Bill Pmt -Check	03/17/2026	32357	Marion Environmental S...	Bio-Hazard Bags		97.90	35,394.60
Bill Pmt -Check	03/17/2026	32358	Northwest Occupational...	PO #021626-1000		450.00	34,944.60
Bill Pmt -Check	03/17/2026	32359	NW Natural	Natural Gas		1,607.79	33,336.81
Bill Pmt -Check	03/17/2026	32360	Petro Card System Inc.	Gasoline		137.58	33,199.23
Bill Pmt -Check	03/17/2026	32361	Safeway			57.44	33,141.79
Bill Pmt -Check	03/17/2026	32362	Salem, City of	Dispatch Services		72,401.96	(39,260.17)
Bill Pmt -Check	03/17/2026	32363	Schurter Trucking LLC			13,890.11	(53,150.28)
Bill Pmt -Check	03/17/2026	32364	SimsUShare	Annual Fee		1,175.00	(54,325.28)
Bill Pmt -Check	03/17/2026	32365	Standard Insurance Co...	Life & Disability Insurance		4,506.93	(58,832.21)
Bill Pmt -Check	03/17/2026	32366	Teleflex Medical (Vidaca...	1080884		2,660.00	(61,492.21)
Bill Pmt -Check	03/17/2026	32367	Training4Responders	PO #031726-1159		1,500.00	(62,992.21)
Bill Pmt -Check	03/17/2026	32368	Work-N-Wear	PO #2026-044		320.00	(63,312.21)
Bill Pmt -Check	03/17/2026	32369	Comcast	Telephones		592.94	(63,905.15)
Deposit	03/20/2026			Deposit	201,857.30		137,952.15
General Jour...	03/27/2026	1899		LGIP Transfer to Checking	450,000.00		587,952.15
General Jour...	03/31/2026	1898		Payroll		326,010.17	261,941.98
General Jour...	03/31/2026	1898		IRS		134,234.82	127,707.16
General Jour...	03/31/2026	1898		Oregon Dept. of Revenue		34,835.00	92,872.16
General Jour...	03/31/2026	1898		Child Support		329.00	92,543.16
General Jour...	03/31/2026	1898		HRA Veba		13,000.00	79,543.16
General Jour...	03/31/2026	1898		IAFF Local 3881		5,894.00	73,649.16
General Jour...	03/31/2026	1898		IAFF Local 3881		225.00	73,424.16
General Jour...	03/31/2026	1898		KFD Cafeteria Plan		1,591.66	71,832.50
General Jour...	03/31/2026	1898		PenServ		1,837.38	69,995.12

**Keizer Fire District**  
**Financial Report- All**  
**03/31/2026**

	<u>Mar 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	146,715.86	7,130,902.60	7,310,971.00	-180,068.40	97.54%
4020 · Taxes, Prior Year	5,063.11	80,564.38	72,500.00	8,064.38	111.12%
4030 · Taxes, 911 Excise	32,598.04	98,208.17	129,004.00	-30,795.83	76.13%
<b>4100 · EMS Revenue</b>					
4110 · Ambulance Revenue	0.00	8,597,013.00	2,800,000.00	5,797,013.00	307.04%
4111 · GEMT Revenue	361,226.00	392,098.11	400,000.00	-7,901.89	98.03%
4113 · Write Off - Fee Schedule	0.00	-5,107,957.19	0.00	-5,107,957.19	100.0%
4116 · Ambulance Refunds	0.00	-15,760.57	0.00	-15,760.57	100.0%
<b>Total 4100 · EMS Revenue</b>	<b>361,226.00</b>	<b>3,865,393.35</b>	<b>3,200,000.00</b>	<b>665,393.35</b>	<b>120.79%</b>
4120 · Capitol Fire Med	0.00	3,261.93	32,000.00	-28,738.07	10.19%
4140 · Interest & Dividends	14,517.41	99,111.73	141,000.00	-41,888.27	70.29%
4150 · Miscellaneous	9,126.44	42,688.56	23,000.00	19,688.56	185.6%
4156 · Conflagration Reimbursement	0.00	751,192.71	340,000.00	411,192.71	220.94%
<b>Total 4000 · Revenue</b>	<b>569,246.86</b>	<b>12,071,323.43</b>	<b>11,248,475.00</b>	<b>822,848.43</b>	<b>107.32%</b>
9050 · Transfer In From General Fund	0.00	0.00	25,000.00	-25,000.00	0.0%
<b>Expense</b>					
<b>5000 · Personal Services</b>					
5001 · Salaries & Wages	433,697.49	3,791,337.24	5,350,797.00	-1,559,459.76	70.86%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	61,899.12	966,795.56	510,000.00	456,795.56	189.57%
5082 · Longevity Incentive	2,935.53	29,360.94	38,716.00	-9,355.06	75.84%
5083 · Leave Payoff	0.00	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	2,925.00	26,775.00	32,400.00	-5,625.00	82.64%
5086 · Preceptor Pay	1,093.32	2,027.81	0.00	2,027.81	100.0%
5090 · Volunteer Program	0.00	4,021.50	60,763.00	-56,741.50	6.62%
5110 · Payroll Tax Soc. Sec. (FICA)	37,828.41	355,946.00	468,729.00	-112,783.00	75.94%
5115 · State Unemployment Tax (SUTA)	494.24	4,858.13	6,740.00	-1,881.87	72.08%
5119 · Workers' Compensation Tax	105.35	1,044.53	5,642.00	-4,597.47	18.51%
5120 · Workers' Compensation	-19,797.07	105,377.50	175,000.00	-69,622.50	60.22%
5125 · Health and Dental Insurance	88,164.59	806,670.10	1,152,865.00	-346,194.90	69.97%
5126 · Medical Savings Plan (HRA Veba)	13,000.00	117,500.00	156,000.00	-38,500.00	75.32%
5127 · Cafeteria Plan Administration	143.00	1,366.00	1,400.00	-34.00	97.57%
5130 · Life& Disability Insurance	22,076.62	102,178.52	115,424.00	-13,245.48	88.53%
5135 · Retirement (PERS)	173,220.13	1,612,438.22	2,093,288.00	-480,849.78	77.03%
5137 · Deferred Compensation Match	8,872.26	80,838.77	123,224.00	-42,385.23	65.6%
5210 · Physical Exams	335.00	4,325.00	18,855.00	-14,530.00	22.94%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	2,000.00	-2,000.00	0.0%
<b>Total 5000 · Personal Services</b>	<b>826,992.99</b>	<b>8,102,739.56</b>	<b>10,434,518.00</b>	<b>-2,331,778.44</b>	<b>77.65%</b>

## Keizer Fire District Financial Report- All

	<u>03/31/2026</u>		<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
	<u>Mar 26</u>	<u>YTD</u>			
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	265.07	5,496.48	14,000.00	-8,503.52	39.26%
6015 · Dispatch 911	105,000.00	315,000.00	420,001.00	-105,001.00	75.0%
6020 · Volunteer Recruitment/Retention	0.00	0.00	500.00	-500.00	0.0%
6022 · Grant Expense	0.00	0.00	10,000.00	-10,000.00	0.0%
6025 · Civil Service Expense	1,835.00	14,099.46	8,000.00	6,099.46	176.24%
6035 · Apparatus Maintenance(Vehicles)	3,006.82	92,989.35	103,000.00	-10,010.65	90.28%
6040 · Equipment Maintenance	567.16	13,201.22	41,600.00	-28,398.78	31.73%
6062 · Furniture	140.00	12,799.67	16,300.00	-3,500.33	78.53%
6070 · Small Tools & FF Equip/Supplies	658.19	91,499.29	110,100.00	-18,600.71	83.11%
6073 · Building & Grounds Maintenance	1,327.15	24,528.78	43,075.00	-18,546.22	56.94%
6074 · Building Improvements	60.94	31,327.44	37,850.00	-6,522.56	82.77%
6075 · Radio Maintenance	0.00	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	3,292.53	31,173.84	71,550.00	-40,376.16	43.57%
6137 · Uniforms	2,023.28	17,758.08	32,000.00	-14,241.92	55.49%
6145 · Supplies	812.17	9,084.69	12,000.00	-2,915.31	75.71%
6160 · Public Ed / Fire Prevention	1,264.95	3,611.70	8,500.00	-4,888.30	42.49%
6180 · Medical Supplies	19,042.18	148,414.14	173,000.00	-24,585.86	85.79%
6200 · District Meetings	824.50	2,446.59	1,750.00	696.59	139.81%
6210 · District Events	430.14	7,895.86	9,000.00	-1,104.14	87.73%
6300 · Utilities	6,495.91	52,739.09	77,100.00	-24,360.91	68.4%
6400 · Fuel Expense	520.40	42,773.14	52,000.00	-9,226.86	82.26%
6505 · Communications	4,642.67	30,852.10	76,034.00	-45,181.90	40.58%
6600 · Training	5,316.00	32,554.32	72,750.00	-40,195.68	44.75%
6605 · Training Supplies	300.31	3,536.58	8,650.00	-5,113.42	40.89%
6620 · Water Rescue	50.00	200.00	3,000.00	-2,800.00	6.67%
6622 · Health & Fitness Supplies	47.43	47.43	2,800.00	-2,752.57	1.69%
6704 · Computer/Network Expenses	2,255.98	41,209.99	61,700.00	-20,490.01	66.79%
6707 · Office Supplies	832.58	2,119.46	6,600.00	-4,480.54	32.11%
6710 · Insurance & Fidelity Bond	0.00	83,556.00	77,000.00	6,556.00	108.51%
6715 · Publicity/Advertising	150.00	1,454.00	6,370.00	-4,916.00	22.83%
6720 · Printing and Publishing	0.00	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	5,243.93	161,899.54	433,035.00	-271,135.46	37.39%
6750 · Other Professional Services	3,023.40	75,708.64	141,000.00	-65,291.36	53.69%
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>169,428.69</b>	<b>1,468,724.84</b>	<b>2,617,264.00</b>	<b>-1,148,539.16</b>	<b>56.12%</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>0.00</b>	<b>0.00</b>	<b>141,800.00</b>	<b>-141,800.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>996,421.68</b>	<b>9,574,685.40</b>	<b>13,263,582.00</b>	<b>-3,688,896.60</b>	<b>72.19%</b>

**Keizer Fire District**  
**General Fund- Admin**  
**03/31/2026**

	<u>Mar 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	49,037.28	435,187.06	602,355.00	-167,167.94	72.25%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	378.41	53,872.16	20,000.00	33,872.16	269.36%
5082 · Longevity Incentive	618.86	5,569.74	10,000.00	-4,430.26	55.7%
5083 · Leave Payoff	0.00	20,628.46	20,000.00	628.46	103.14%
5085 · Education Incentive	750.00	6,750.00	7,200.00	-450.00	93.75%
5110 · Payroll Tax Soc. Sec. (FICA)	3,841.91	33,204.92	49,643.00	-16,438.08	66.89%
5115 · State Unemployment Tax (SUTA)	50.19	556.91	714.00	-157.09	78.0%
5119 · Workers' Compensation Tax	7.36	66.52	649.00	-582.48	10.25%
5120 · Workers' Compensation	-19,797.07	105,377.50	175,000.00	-69,622.50	60.22%
5125 · Health and Dental Insurance	5,286.93	42,955.71	107,391.00	-64,435.29	40.0%
5126 · Medical Savings Plan (HRA Veba)	1,250.00	11,250.00	15,000.00	-3,750.00	75.0%
5127 · Cafeteria Plan Administration	143.00	1,366.00	1,400.00	-34.00	97.57%
5130 · Life & Disability Insurance	2,309.14	10,618.64	12,649.00	-2,030.36	83.95%
5135 · Retirement (PERS)	17,435.13	160,866.84	223,012.00	-62,145.16	72.13%
5137 · Deferred Compensation Match	2,661.89	23,559.51	31,943.00	-8,383.49	73.76%
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>63,973.03</b>	<b>913,079.97</b>	<b>1,284,231.00</b>	<b>-371,151.03</b>	<b>71.1%</b>
<b>6000 · Materials and Services</b>					
6010 · General Operating Expense	265.07	5,496.48	14,000.00	-8,503.52	39.26%
6015 · Dispatch 911	105,000.00	315,000.00	420,001.00	-105,001.00	75.0%
6025 · Civil Service Expense	1,835.00	14,099.46	8,000.00	6,099.46	176.24%
6062 · Furniture	140.00	12,799.67	16,300.00	-3,500.33	78.53%
6073 · Building & Grounds Maintenance	1,327.15	24,528.78	43,075.00	-18,546.22	56.94%
6074 · Building Improvements	60.94	31,327.44	37,850.00	-6,522.56	82.77%
6145 · Supplies	812.17	9,084.69	12,000.00	-2,915.31	75.71%
6200 · District Meetings	824.50	2,446.59	1,750.00	696.59	139.81%
6210 · District Events	430.14	7,895.86	9,000.00	-1,104.14	87.73%
6300 · Utilities	6,495.91	52,739.09	77,100.00	-24,360.91	68.4%
6505 · Communications	2,052.33	28,261.76	76,034.00	-47,772.24	37.17%
6704 · Computer/Network Expenses	2,255.98	41,209.99	61,700.00	-20,490.01	66.79%
6707 · Office Supplies	832.58	2,093.61	6,600.00	-4,506.39	31.72%
6710 · Insurance & Fidelity Bond	0.00	83,556.00	77,000.00	6,556.00	108.51%
6715 · Publicity/Advertising	150.00	1,454.00	5,870.00	-4,416.00	24.77%
6720 · Printing and Publishing	0.00	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	0.00	13,295.90	14,470.00	-1,174.10	91.89%
6750 · Other Professional Services	3,023.40	61,721.14	131,000.00	-69,278.86	47.12%
<b>Total 6000 · Materials and Services</b>	<b>125,505.17</b>	<b>707,784.32</b>	<b>1,014,350.00</b>	<b>-306,565.68</b>	<b>69.78%</b>
<b>9000 · Transfers and/or Miscellaneous</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 Expense</b>	<b>189,478.20</b>	<b>1,620,864.29</b>	<b>2,323,581.00</b>	<b>-702,716.71</b>	<b>69.76%</b>

**Keizer Fire District**  
**General Fund- Operations**  
**03/31/2026**

	<u>Mar 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	373,444.11	3,252,550.04	4,611,041.00	-1,358,490.96	70.54%
5080 · Overtime	57,984.20	876,142.84	450,000.00	426,142.84	194.7%
5082 · Longevity Incentive	2,164.00	21,519.09	28,716.00	-7,196.91	74.94%
5083 · Leave Payoff	0.00	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	2,025.00	18,675.00	24,300.00	-5,625.00	76.85%
5086 · Preceptor Pay	1,093.32	2,027.81	0.00	2,027.81	100.0%
5110 · Payroll Tax Soc. Sec. (FICA)	32,844.38	312,703.17	404,594.00	-91,890.83	77.29%
5115 · State Unemployment Tax (SUTA)	429.12	4,171.79	5,818.00	-1,646.21	71.71%
5119 · Workers' Compensation Tax	95.37	942.42	4,804.00	-3,861.58	19.62%
5125 · Health and Dental Insurance	81,985.24	755,629.40	1,034,757.00	-279,127.60	73.03%
5126 · Medical Savings Plan (HRA Veba)	11,500.00	104,000.00	138,000.00	-34,000.00	75.36%
5130 · Life & Disability Insurance	19,130.47	88,882.89	99,227.00	-10,344.11	89.58%
5135 · Retirement (PERS)	149,854.20	1,398,864.96	1,803,518.00	-404,653.04	77.56%
5137 · Deferred Compensation Match	5,866.87	54,187.76	87,159.00	-32,971.24	62.17%
5210 · Physical Exams	335.00	3,170.00	10,450.00	-7,280.00	30.34%
<b>Total 5000 · Personal Services</b>	<b>738,751.28</b>	<b>6,961,267.45</b>	<b>8,794,984.00</b>	<b>-1,833,716.55</b>	<b>79.15%</b>
<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)	3,006.82	92,989.35	103,000.00	-10,010.65	90.28%
6040 · Equipment Maintenance	567.16	13,201.22	41,600.00	-28,398.78	31.73%
6070 · Small Tools & FF Equip/Supplies	658.19	91,499.29	110,100.00	-18,600.71	83.11%
6075 · Radio Maintenance	0.00	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	3,292.53	31,173.84	71,550.00	-40,376.16	43.57%
6137 · Uniforms	2,023.28	17,758.08	32,000.00	-14,241.92	55.49%
6160 · Public Ed / Fire Prevention	1,264.95	3,611.70	8,500.00	-4,888.30	42.49%
6180 · Medical Supplies	19,042.18	148,414.14	173,000.00	-24,585.86	85.79%
6210 · District Events	0.00	0.00	0.00	0.00	0.0%
6400 · Fuel Expense	520.40	42,773.14	52,000.00	-9,226.86	82.26%
6620 · Water Rescue	50.00	200.00	3,000.00	-2,800.00	6.67%
6622 · Health & Fitness Supplies	47.43	47.43	2,800.00	-2,752.57	1.69%
6727 · Dues/Subscriptions/Fees-Career	4,068.93	139,201.29	404,880.00	-265,678.71	34.38%
6750 · Other Professional Services	0.00	10,000.00	10,000.00	0.00	100.0%
<b>Total 6000 · Materials and Services</b>	<b>34,541.87</b>	<b>644,731.08</b>	<b>1,098,680.00</b>	<b>-453,948.92</b>	<b>58.68%</b>
<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>Total Expense</b>	<b>773,293.15</b>	<b>7,609,219.53</b>	<b>9,913,664.00</b>	<b>-2,304,444.47</b>	<b>76.76%</b>

**Keizer Fire District**  
**General Fund- Training**  
 03/31/2026

	<u>Mar 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	11,216.10	103,600.14	137,401.00	-33,800.86	75.4%
5080 · Overtime	3,536.51	36,780.56	40,000.00	-3,219.44	91.95%
5082 · Longevity Incentive	152.67	2,272.11	0.00	2,272.11	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	1,350.00	900.00	450.00	150.0%
5090 · Volunteer Program	0.00	4,021.50	60,763.00	-56,741.50	6.62%
5110 · Payroll Tax Soc. Sec. (FICA)	1,142.12	10,037.91	14,492.00	-4,454.09	69.27%
5115 · State Unemployment Tax (SUTA)	14.93	129.43	208.00	-78.57	62.23%
5119 · Workers' Compensation Tax	2.62	35.59	189.00	-153.41	18.83%
5125 · Health and Dental Insurance	892.42	8,084.99	10,717.00	-2,632.01	75.44%
5126 · Medical Savings Plan (HRA Veba)	250.00	2,250.00	3,000.00	-750.00	75.0%
5130 · Life & Disability Insurance	637.01	2,676.99	3,548.00	-871.01	75.45%
5135 · Retirement (PERS)	5,930.80	52,706.42	66,758.00	-14,051.58	78.95%
5137 · Deferred Compensation Match	343.50	3,091.50	4,122.00	-1,030.50	75.0%
5210 · Physical Exams	0.00	1,155.00	8,005.00	-6,850.00	14.43%
<b>Total 5000 · Personal Services</b>	<u>24,268.68</u>	<u>228,392.14</u>	<u>355,303.00</u>	<u>-126,910.86</u>	<u>64.28%</u>
<b>6000 · Materials and Services</b>					
6020 · Volunteer Recruitment/Retention	0.00	0.00	500.00	-500.00	0.0%
6600 · Training	3,566.00	29,866.29	72,750.00	-42,883.71	41.05%
6605 · Training Supplies	300.31	3,536.58	8,650.00	-5,113.42	40.89%
6715 · Publicity/Advertising	0.00	0.00	500.00	-500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	1,175.00	9,397.00	13,685.00	-4,288.00	68.67%
<b>Total 6000 · Materials and Services</b>	<u>5,041.31</u>	<u>42,799.87</u>	<u>96,085.00</u>	<u>-53,285.13</u>	<u>44.54%</u>
<b>Total Expense</b>	<u>29,309.99</u>	<u>271,192.01</u>	<u>451,388.00</u>	<u>-180,195.99</u>	<u>60.08%</u>

**Keizer Fire District**  
**Reserve Fund**  
 03/31/2026

	<u>Mar 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	537.14	6,393.74	2,000.00	4,393.74	319.69%
<b>Total 4000 · Revenue</b>	<b>537.14</b>	<b>6,393.74</b>	<b>2,000.00</b>	<b>4,393.74</b>	<b>319.69%</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>537.14</b>	<b>6,393.74</b>	<b>27,000.00</b>	<b>-20,606.26</b>	<b>23.68%</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**  
 03/31/2026

	<u>Mar 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	7,771.88	377,885.02	379,649.00	-1,763.98	99.54%
4020 · Taxes, Prior Year	295.00	4,551.32	2,500.00	2,051.32	182.05%
4140 · Interest & Dividends	1,277.53	6,178.58	4,000.00	2,178.58	154.47%
<b>Total 4000 · Revenue</b>	<u>9,344.41</u>	<u>388,614.92</u>	<u>386,149.00</u>	<u>2,465.92</u>	<u>100.64%</u>
<b>Total Income</b>	<u>9,344.41</u>	<u>388,614.92</u>	<u>386,149.00</u>	<u>2,465.92</u>	<u>100.64%</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

April 2026

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## **Legislative Request Update**

Our attention has shifted to the 2027 long session. We plan to submit our funding request in October, seeking state support for the acquisition of property and the conceptual design of the proposed Mid-Willamette Joint Public Safety and Resilience Center.

One thing worth noting is that Representative Kevin Mannix, who sponsored our previous bill, is up for reelection. Rather than waiting to see how that plays out, we will be proactively reaching out to other candidates to introduce the project and make the case for its value to the community. We feel good about the project's strength on its own merits and want to make sure that support is not tied to any one individual.

Our in-house lobbyist remains engaged as we continue refining the proposal. The groundwork laid during the short session, including letters of support from 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, gives us a strong foundation heading into 2027.

## **Keizer Fire District Strategic Plan**

Work on the District's Strategic Plan continues to move forward. Staff remain engaged and are actively working through the background items needed to support the development of the plan's objectives.

The District's Mission, Vision, and Values, including our five core values of Compassion, Integrity, Respect, Dedication, and Accountability, are established and will anchor the plan. Staff are now working through the objectives of each strategic goal, focusing on making them specific and measurable.

SDAO had a scheduling conflict that required us to reschedule our next work session, but we are actively working to get a new date on the calendar. Progress continues in the meantime, and we remain on track to advance the plan to a working draft for Board review and input.

## **Budget Review**

We continue to keep a close eye on the current year's budget. Personnel costs remain our biggest challenge, and we have worked to keep discretionary spending to a minimum. That approach will continue as we move into the next fiscal year.

wrapping up the FY 2026/2027 proposed budget and budget presentation. We anticipate both being ready for final review in the next week.

## **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**

Relationships with our neighboring agencies remain strong. We continue working alongside Marion County Fire District 1 on long-term facility collaboration, and those conversations are progressing as we look for opportunities to improve efficiency and service delivery across the region.

The cooperative deployment of Medic 38 with Salem Fire Department continues to perform well. Having Medic 38 stationed at Salem Station 6 during peak hours is delivering on its goals, supporting regional system reliability, and helping to offset revenue impacts from reduced mutual-aid responses since Salem took over ambulance service in July 2025.

I continue meeting with the three area Fire Chiefs to ensure open communication and alignment on regional issues. Those relationships continue to strengthen, and we remain committed to collaborating where it supports efficient, effective service delivery across the region.

## **Officer Development**

We are committed to the success of our officers at every level. As part of that effort, we are exploring a new resource that provides individualized support, connecting our leaders with professional tools and expertise tailored to their specific needs and roles.

This is still early in the process, but the direction is clear. Strong organizations are built on strong leaders, and we are committed to that investment as the District continues to grow.

### **Annual Pancake Breakfast**

This year's pancake breakfast will have a new home. We are moving the May event to the KeizerFest grounds, a change that gives us access to a larger volunteer base while keeping the tradition that the community has come to expect. The breakfast itself remains the same; the new venue simply gives us more access to a larger volunteer force and an opportunity to strengthen the event going forward.

### **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 -**  
**April 2026 Board Meeting**

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**Ambulance Billing Items:**

Our **March** financial reports from EMSMC show 452 billable calls with \$1,337,595.60 in gross charges and a **deposited revenue** of **\$213,922.41**. Our net revenue from accounts in collections during **March** was **\$2,442.16**.

**Capital FireMed Program Revenue:**

- March reports for FireMed Memberships revenue was **\$2,456.93** with 45 memberships
- February reports for FireMed Memberships revenue was **\$1,003.73** with 24 memberships
- January reports for FireMed Memberships revenue was **\$1,400.00** with 20 memberships
- December reports for FireMed Memberships revenue was **\$3,080.00** with 44 memberships

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

KEIZER FIRE DISTRICT  
 AMBULANCE ACTIVITIES REPORT SUMMARY  
 March 2026

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Activity by Level of Service – Count / Gross Charges:

ALS 1 E	341	\$977,131.10
ALS 1 NE	19	\$90,016.20
ALS 2	0	\$
BLS E	79	\$217,253.00
BLS NE	13	\$53,195.30
TOTAL	452	\$1,337,595.60

Activity by Unit – Count / Gross Charges

M35	97	\$274,722.20
M36	72	\$234,742.50
M37	147	\$417,582.90
M38	136	\$410,548.00
TOTAL	452	\$1,337,595.60

Transport mileage / Extra Attendant

Transport Mileage: 4,144 @ \$49.00	\$ 203,056.00

\*Gross charges reflect an ambulance rate increase effective 07/01/2025\*

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





# OPERATIONS MONTHLY REPORT

## April 2026

March 2026 Total Incidents – 711  
 YTD – 2105

March 2025 Total Incidents – 568  
 YTD – 1751

March 2024 Total Incidents – 585  
 YTD – 1904

Inc #	Address	Call Type	Shift	T.O.D.	Reason
1508	3600 Blk River Rd N	EMS	C	5:42 PM	Traffic
1561	1400 Blk Alder Dr NE	EMS	A	3:29 AM	Enroute Time
1630	700 Blk Plymouth Dr NE	EMS	C	2:01 AM	Turnout Time
1693	6700 Blk Amy Ln NE	EMS	A	12:10 PM	Driving Distance
1951	3700 Blk Woodward Ct NE	EMS	A	1:23 PM	Driving Distance
2126	1100 Blk Susan Ct NE	EMS	A	12:13 PM	Driving Distance

MARCH 2026 RESPONSE TIME STANDARD – 93.5%

YEAR TO DATE CODE 3 RESPONSE TIME STANDARD – 93.5%

### **Operations Projects:**

- **Operational Staffing/Hiring:** We are currently down three Paramedic positions and anticipate one more resignation in the next week or two. Currently we have nine people testing for the Paramedic position. We anticipate sending out job offers the week of April 20<sup>th</sup> and have a Paramedic academy the last two weeks of May with candidates moving to the line June 1<sup>st</sup>.
- **Lieutenants Promotional Exams:** The promotional exam was scheduled for April 22<sup>nd</sup>, however we only had one candidate apply for the exam and we are unable to put on a promotional exam with less than two candidates. Currently, our plan is to offer the exam again in Fall and we anticipate that there would be six Engineers qualified by time in position that could take the exam.
- **Clear Lake Co-Staffing:** In March, Engine 725 from Marion County Fire District #1 responded to 33 incidents in the north end of Keizer that would typically have been handled by our engine company.

The 33 calls handled by E725 reduced the workload on our engine company by an average of 1.0 calls per shift. Engine 355 responded to 279 calls in March; without the

support of E725, that number would have increased to 310. This represents an approximate 12% 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.
- Out-of-Town Transfers: During the month of March, we completed 45 out-of-town transfers. Due to the recent transition to a new EMS billing company and the resulting delays in payment processing, there is currently insufficient data to support fully data-driven decision-making. However, initial remittance trends show Medicare and Medicaid reimbursements in the range of several hundred dollars per transport, while payments from private insurance carriers have been as high as approximately \$4,800 per transport.
- Medic 38 at Salem Station #6: Salem Fire has provided new quarters for our crews at their EMS supply station. These accommodations include a dedicated crew room equipped with recliners, a television, refrigerator, computer, and a restroom. This arrangement has significantly improved our crews' ability to rest, complete EMS documentation, and participate in computer training activities.

In March, Medic 38 completed 108 transports within the City of Salem, generating approximately \$67,000 in additional revenue that would not have been realized had the unit remained quartered in Keizer. A retrospective review of call data indicates that Medic 38's absence from Keizer did not negatively impact response times or service delivery.

- Ladder Truck: The ladder truck was declared surplus equipment last month. All associated equipment has been removed from the vehicle and either redeployed to other apparatus or placed into storage. We are currently working with Hughes Fire Equipment and Brindle Mountain Fire Sales to market and sell the ladder, with the goal of achieving the best possible price.
- EMS Items:
  - New DEA regulations have been reviewed and we will have some guideline changes and have to order lock boxes for our engine companies.
  - Developed two new guidelines. 3.090 Transport of Non-Patient Riders in Medic Units and 3.080 Interfacility Transfers.
  - Relicensing the Ambulance Service and the Ambulances through the OHA.
  - Medic 39 did an out-of-town transfer to Boise, ID March 7<sup>th</sup>-8<sup>th</sup>.

### **Maintenance Projects:**

- **Facilities:** Routine care and maintenance continue to be completed by staff as time allows:
  - Repair of tap out system upstairs. Gas to stove was not shutting off when a call was received.
- **Apparatus:**
  - We have purchased engine kill switches that will turn off the engine of a vehicle someone attempts to steal it. This is a low-cost solution for a problem that is becoming more prevalent in EMS.
  - Had Complete Wireless in to the station to align the frequencies in all of our mobile and portable radios. Over time the frequencies drift and cause the radios to fail. We plan to do this every five years.
  - BR368 was moved from storage back to the station. It is almost that time of year and we were asked to move as they were reroofing at the storage facility.

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

- 03/19 – Chiefs Meeting
- 03/19 – EMS Providers and Salem Health Meeting
- 03/30 – Capital Region ICS Meeting
- 03/30 – Salem Fire and Keizer Fire Chiefs Meeting
- 03/31 – Chiefs Meeting
- 04/01 – Officer Development Training SFD
- 04/02 – Meeting with Government Jobs Representative
- 04/07 – Meeting with Oregon Health and Human Services
- 04/08 – Marion County ASA Meeting
- 04/14 – Officers Meeting

Respectfully,

*Brian Butler*  
Division Chief

# VEHICLE MAINTENANCE REPORT

March 2026  
(03/01/2026 through 03/31/2026)

<u>Unit</u>	<u>Hours Out of Service</u>		<u>Notes</u>
	Month	Year to Date	
<b><u>Medics</u></b>			
2501 (M36)	0	24	
2502 (M35)	0	38	
2001 (M37)	18	58	Air leak (I)
2002 (M38)	0	206	
1501 (Reserve)	0	124	
1601 (Reserve)	0	104	
<b><u>Engines</u></b>			
1711 (E355)	0	0	
1712 (E365)	1	1.5	Front hub seal leak (O)
2111 (E375)	0	0	
0411 (E385)	0	0	
<b><u>Other</u></b>			
9221 (L358)	0	0	
1731 (SQ359)	0	2.5	
2141 (BR358)	3.5	3.5	Recall work (O)
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)	0	466	
2151 (U354)	0	0	
1653 (U374)	0	0	
0951 (U384)	0	0	
2451 (C351)	27	27	Ambient temp sensor (O)

## Repair/Maintenance Events:

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

## **Safety, Retention and Alternative Funding Report**

**April 2026**

### **Safety:**

After our recent joint cancer prevention training with Salem and Marion County Fire, I have updated our decontamination supplies on all fire response engines and the Battalion Chief truck. We now have a more up to date process and supplies, as well as the ability to decontaminate crews from neighboring agencies that assist in our firefighting duties.

We had our monthly safety committee meeting, and I am happy to report no new workplace injuries or/and only a few minor precautionary forms this month.

We are currently working on our second quarter facility inspection, and I have completed the annual OSHA 300 report.

### **Retention:**

We are still working on new ideas/programs to recognize our hard-working employees. More to come on this in the future.

I am meeting with a Lieutenant from Portland Fire that oversees their new hire mentor program. I want to understand how their program functions and the success they are having, in hopes of bringing some of those components to our program. Once I have all of that information, I am preparing to roll out this exciting program with upcoming new hires.

I am working on scheduling exit interviews with Amy Hailey and Layne Gillette.

### **Alternative Funding:**

I was notified last week that my grant for ballistic vests through Firehouse Subs was successful. We have been awarded \$28,674.52 from the Firehouse Subs Public Safety Foundation to purchase 16 full sets of ballistic vests. That will allow us to outfit every seating position for both of our front-line engines, as well as our 4 ambulances. This increases our personal protection in active shooter or other pertinent situations and allows our crews to focus on saving lives. I will be contacted within the next month or 2, to begin the procurement process. I am very thankful for the investment Firehouse Subs has made in our personnel and community.

Respectfully submitted,

*Christina Wilson*

**Fire Prevention Division Board Report**  
Anne-Marie Storms, Deputy Fire Marshal  
April 2026

**Child Passenger Safety** – We are just three weeks away from our next Child Passenger Safety Technician Course, where I will complete the final step in becoming a Child Passenger Safety Instructor. This journey has been a year in the making. Last May, I audited a course and since then have participated in monthly mentoring meetings with Oregon’s two lead instructors to prepare for success. I’m excited to complete the program, help add 15 new technicians to our local roster, and continue working to reduce childhood death and injury related to motor vehicle crashes.

**New Construction** – The majority of the permits being process are currently Tenant Improvements or TI’s. Tenant Improvements are an existing building that is being turned into something else. It’s traditionally very simple work, a new wall, removal of walls, adding bathrooms, upgrading items etc. The Bed, Bath and Beyond is a great example of this as it’s becoming a Burlington. They are upgrading the fire alarm system to meet current code, adding an ADA breakroom and cosmetic changes, but the shell of the building will be the same. The advantage to TI’s is that they use empty building and repurpose them and bring them closer to current code.

**Inspections** – All of the schools in the District have been inspected and are either waiting to be reinspected or have completed any repairs or violations. This has been a long process as just the high school takes two full days to inspect. We are seeing less violations each year and are getting things repaired at a faster rate than in previous years.

**Blast Camp** – Blast camp will be June 29<sup>th</sup> to July 1<sup>st</sup> at Clagget Creek Middle School. They will start looking to recruit volunteers to assist with the camp soon. It takes a lot of planning and volunteers to make this a success. If you’d like to volunteer, please reach out to Madi and she can send you the application.

**Wildfire Night** – Marion County Fire District will be hosting a Night on Wildfire on May 18<sup>th</sup> from 5pm until 7:30pm. Planning is underway to make our second year more successful!

**Meetings attended**

- |   |                                       |
|---|---------------------------------------|
| 3/16 – OFMA Lunch and Learn                 | 4/1 – Wildfire Night Planning Meeting |
| 3/17 – Board meeting                        | 4/2 – BLAST Camp Meeting              |
| 3/25 – Willamette Valley Wildfire Coalition | 4/3 – CPS Planning Meeting            |
| 3/31 Oregon Fireworks Program               | 4/7 – MWVCSC Meeting                  |

4/14 – Officer Meeting

4/14 – Pre-ap Meeting

4/15 – Day Staff Meeting

4/17 – CPS Prep Meeting

4/15 – NWKN Meeting

4/16 – Wildfire Planning Meeting

**Upcoming Events**

5/12 – Car Seat Clinic

5/14-17 - Keizerfest

5/17 – Pancake Breakfast

5/18 - Wildfire Night @ MCFD



**Resolution 2026-01- Resolution Recognizing National Special District Day**

**A Resolution Recognizing May 6, 2026 as National Special District Day**

**WHEREAS**, special districts are local governments that provide essential public services such as fire protection, water and sanitation, healthcare, parks and recreation, libraries, transportation, and other specialized services that enhance the safety, health, and quality of life of communities; and

**WHEREAS**, special districts play a vital role in meeting local needs through focused governance, community leadership, and responsible stewardship of public resources; and

**WHEREAS**, the National Special Districts Association advocates for nearly 40,000 special districts nationwide, working to elevate awareness and strengthen the role of districts in serving communities; and

**WHEREAS**, the national Districts Make the Difference campaign highlights the services, leadership, and community impact of special districts across the United States; and

**WHEREAS**, recognizing the contributions of special districts helps promote public awareness of the essential services districts provide every day;

**NOW, THEREFORE, BE IT RESOLVED**, that the **Keizer Fire District** hereby recognizes **May 6, 2026, as National Special District Day** and joins communities across the nation in celebrating the vital role special districts play in delivering essential local services; and

**BE IT FURTHER RESOLVED**, that the **Keizer Fire District** encourages residents, community partners, and public officials to learn more about special districts and the important work they perform to strengthen communities.

**Adopted this 21st day of April, 2026.**

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Board Chair / President

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Clerk / Secretary



## MEMORANDUM

To: Board of Directors  
From: Betty Hart, President  
Date: April 15, 2026  
Subject: Fire Chief Annual Review

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### Discussion:

The annual performance review for the Fire Chief is generally done in May. Attached is the evaluation form I propose that we use for this year's review. It is similar to one that we have used in the past with the addition of the Chief's current goals.

For this year, I suggest that we invite the Chief to give us feedback on any of the items in the evaluation form that he wishes by May 1. I do not expect that he would give us feedback on every item, just the ones he wants us to be sure we know. We would then use that information and our own observations to complete the evaluations by May 12. I would collate the information into one form for us to use in an executive session with him. I recommend that we hold that executive session during our May meeting at which time we can review our ratings and comments.

### Recommendation

That the Board adopt this process and evaluation form after discussion with any changes agreed to by the Board.

**KEIZER FIRE DISTRICT  
FIRE CHIEF EVALUATION**

May 2026

NAME: Ryan Russell

EVALUATION PERIOD: May 2025 through May 2026

LAST EVALUATION PERIOD: This is the first on for Chief Russell

**SCORING SCALE:**

(0) Unsatisfactory, (1) Needs Improvement, (2) Satisfactory, (3) Above Average, (4) Outstanding

Please add comments for grades of (4) or (1)

**RATINGS**

Colleen	Corri	Louis	Betty	Kevin
D1	D2	D3	D4	D5

**1 RELATIONSHIP WITH DIRECTORS:**

A. *The Fire Chief provides useful and timely reports to the Directors.*

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B. *The Fire Chief keeps the Directors informed of all District matters.*

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C. *The Fire Chief plans, organizes and executes all approved District policies and programs.*

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D. *The Fire Chief plans, organizes and executes his day-to-day responsibilities in an effective and efficient manner.*

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E. *The Fire Chief accepts constructive criticism from the Board.*

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F. *The Fire Chief is able to accept and support Board reversals.*

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**2 RELATIONSHIP WITH COMMUNITY:**

A. *The Fire Chief is involved in community activities other than Fire Service Related.*

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B. *The Fire Chief makes himself available to the Board & community.*

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C. *The Fire Chief resolves citizen complaints consistent with District policy and in a timely manner.*

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Colleen	Corri	Louis	Betty	Kevin
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**3 ADMINISTRATIVE FUNCTION:**

A. *The Fire Chief ensures that provisions of all leases, contracts, permits and privileges granted by the District are enforced.*

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B. *The Fire Chief makes sure all sums of money due the District, whether by way of fees, or any other source, are collected and accounted for and periodically reported to the Board.*

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C. *The Fire Chief, through Volunteers and Staff, provide effective and efficient delivery of fire protection services as authorized and budgeted by the Board.*

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D. *The Fire Chief produces evidence of systematic progress towards completion of all special projects.*

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**KEIZER FIRE DISTRICT  
FIRE CHIEF EVALUATION**

E. *The Fire Chief appears to be effective in dealing with other governmental units at the local, regional, state and federal level.*

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F. *The Fire Chief ensures the District Fiscal Policies are efficiently executed.*

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G. *The Fire Chief has an understanding of public financing and budget law and demonstrates budget skills and experience through which to propose a balanced, understandable and well-documented budget.*

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H. *The Fire Chief provides effective management of the approved budget and planned expenditures.*

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**4 RELATIONSHIPS WITH EMPLOYEES:**

A. *The Fire Chief supervises effectively all personnel who report to him.*

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B. *The Fire Chief promotes and encourages a favorable environment that induces Volunteer participation within the District operations.*

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Colleen	Corri	Louis	Betty	Kevin
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**5 PERSONAL SKILLS:**

A. *The Fire Chief generally keeps himself informed and abreast of the latest information and technology available in the fire service.*

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B. *The Fire Chief seeks to improve his management skills.*

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C. *The Fire Chief is creative and aggressive in seeking new solutions to improve the District.*

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D. *The Fire Chief inspires and motivates others to fulfill the mission of the organization.*

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E. *The Fire Chief presents a professional appearance, courtesy, and orderliness necessary for the position.*

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**6 ACCOMPLISHMENT OF GOALS:**

A. **Operational Readiness**

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B. **Regional Collaboration and Partnership**

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C. **Personnel Development and Support**

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D. **Strategic Plan Review and Update**

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E. **Community Engagement and Public Education**

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F. **Organizational Culture and Leadership**

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G. **Alternative Funding Opportunities**

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**Total score**

0	0	0	0	0
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Colleen	Corri	Louis	Betty	Kevin
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**Calculation check**

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