

Keizer Rural Fire Protection District
Keizer, Oregon

Agenda
Regular Board Meeting
May 19, 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 April 21, 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. Civil Service Commissioner Term Renewal Information/Action
- The Board will renew one position to the Civil Service Committee for a four year term.
2. Policy 2.16 Artificial Intelligence (AI)- First Reading Information
- The Board will review the updated policies and have the first reading on these items.
3. Strategic Plan- First Reading Information
- The Board will review the updated policies and have the first reading on these items.

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.

Executive Session

At this time the Board will enter into an Executive Session pursuant to ORS 192.660 (1) (i), Fire Chief Evaluation.

The Oregon Public Meeting Law authorizes governing bodies to meet in executive session in certain limited situations. An Executive session is defined as any meeting or part of a meeting of a governing body which is closed to certain persons for deliberations on certain matters as defined by ORS 192.660. These sessions are closed to the public and under certain circumstances to the media also. The governing body is not allowed to take any final action or make any final decisions during the executive session. Any final action or decision can only be made after returning or at a next regularly scheduled meeting.

Under ORS 192.660(4) representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to cite the general subject of the session as previously announced.

Reconvene the Board Meeting:

1. Fire Chief Review Information
- The Board will provide a brief synopsis of the Fire Chief's Review.

Good of the Order:

Pay Bills:

Adjourn:

Meeting Schedule:

Board Meeting
Board Meeting

June 16, 2026
July 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	12/31/2028
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

April 21, 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, Division Chief Brian Butler, Battalion Chief Rachel Brozovich, Finance Officer Lyn Komp, Deputy Fire Marshal Anne-Marie Storms, EMS Billing Manager Jacquelynn Sunderland, Budget Committee Members Jennifer Palanuk and Laoreal Williams, and Citizen Bob Busch.

Minutes – Louis Risewick made a motion to approve the minutes for March 17, 2026. Kevin Clark 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 75% of the way through the fiscal year. Revenue percentages were reviewed. EMS calls were reviewed. We have received \$361,226 GEMT- CCO Revenue. Expenditures were reviewed. Bills paid were reported on. Corri Johnson made a motion to accept the financial report as presented. Kevin Clark seconded the motion. The motion carried unanimously.

Board Member Reports –

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

Chief/Staff Reports –

- Chief Ryan Russell-
 - An update on the progress of the strategic plan was provided.
 - We have a new budget presentation this year. The Budget Committee Meeting is on April 30, 2026.
- EMS Billing Manager Jacquelynn Sunderland-
 - All of the patient information from Systems Design will be transferred to EMS|MC by the end of May.
- Division Chief Brian Butler-
 - We have offers out for 5 positions. There will be an academy at the beginning of June.
 - The Lieutenant's exam was postponed until a later date.
- Battalion Chief Rachel Brozovich-

- There was a brief overview of her report.
- Battalion Chief Christina Wilson-
 - We received a grant from Firehouse Subs for 16 ballistic vests.

New Business-

Resolution 2026-01 National Special District Day- Betty Hart presented Resolution 2026-01 to have May 6th be known as National Special District Day. There was a brief discussion. Corri Johnson moved to approve Resolution 2026-01 National Special District Day. Colleen Busch seconded the motion. The motion carried unanimously.

Fire Chief Annual Review Process- Betty Hart presented a procedure for the Fire Chief's annual review. There was a brief discussion. The Board asked the Chief to do a self-evaluation of anything he thought was important. Kevin Clark made a motion to approve the procedure for the Fire Chief's annual review. Louis Risewick seconded the motion. The motion passed unanimously.

Other Business – None

Good of the Order – None

Pay Bills – Colleen Busch 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 6:04pm.

Respectfully submitted,

Kevin Clark
Secretary

Keizer Fire District Cash Position Statement As of April 30, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance	
1011 · US Bank - Ambulance Billing							317,247.37	
Check	04/01/2026	1011	Keizer Fire District	Ambulance Revenue		380,000.00	(62,752.63)	
Check	04/21/2026	1012	Keizer Fire District	Ambulance Revenue		40,000.00	(102,752.63)	
Check	04/21/2026	1013	State Farm Claims	DOS 07/10/2025		529.40	(103,282.03)	
Check	04/21/2026	1014	Pacific Source Communi...	DOS 10/24/2025		61.42	(103,343.45)	
Check	04/21/2026	1015	The Companies	DOS 09/10/2025		118.23	(103,461.68)	
Total 1011 · US Bank - Ambulance Billing							420,709.05	(103,461.68)
1012 · Umpqua Bank- Checking							32,371.89	
Bill Pmt -Check	04/01/2026	32370	911 Supply, Inc			1,671.33	30,700.56	
Bill Pmt -Check	04/01/2026	32371	All Star Health	PO #032226-1256		720.00	29,980.56	
Bill Pmt -Check	04/01/2026	32372	Alsum, Maddie			97.46	29,883.10	
Bill Pmt -Check	04/01/2026	32373	Amazon			529.62	29,353.48	
Bill Pmt -Check	04/01/2026	32374	BioTek Medical, Inc.	Oxygen Cylinders		589.50	28,763.98	
Bill Pmt -Check	04/01/2026	32375	BoundTree	108812		4,716.27	24,047.71	
Bill Pmt -Check	04/01/2026	32376	EMS Management & Co...	EMS Billing		809.69	23,238.02	
Bill Pmt -Check	04/01/2026	32377	Eugene Skin Divers Sup...	PO #031826-1124		50.00	23,188.02	
Bill Pmt -Check	04/01/2026	32378	Honeywell International,...	PO #031926-0830		2,590.34	20,597.68	
Bill Pmt -Check	04/01/2026	32379	Keizer Times	Budget Committee Notice		150.00	20,447.68	
Bill Pmt -Check	04/01/2026	32380	Lane Council of Govern...	Civil Service Examiner		26.35	20,421.33	
Bill Pmt -Check	04/01/2026	32381	Life-Assist, Inc	PO #031526-1515		1,177.70	19,243.63	
Bill Pmt -Check	04/01/2026	32382	MES Service Company L...	PO #2026-034		1,305.00	17,938.63	
Bill Pmt -Check	04/01/2026	32383	Napa Auto Parts	PO #2026-019		57.98	17,880.65	
Bill Pmt -Check	04/01/2026	32384	National Testing Networ...	Annual Fee		1,000.00	16,880.65	
Bill Pmt -Check	04/01/2026	32385	OFDDA	Annual Dues		1,925.00	14,955.65	
Bill Pmt -Check	04/01/2026	32386	Overhead Door - Corp.	PO #2026-070		425.00	14,530.65	
Bill Pmt -Check	04/01/2026	32387	Petro Card System Inc.	Gasoline		52.21	14,478.44	
Bill Pmt -Check	04/01/2026	32388	PGE	Electric		3,671.05	10,807.39	
Bill Pmt -Check	04/01/2026	32389	Professional Benefit Ser...	Monthly Fee		143.00	10,664.39	
Bill Pmt -Check	04/01/2026	32390	Salem Fire Alarm, Inc.	Alarm Monitoring		270.00	10,394.39	
Bill Pmt -Check	04/01/2026	32391	Schurter Trucking LLC			6,436.96	3,957.43	
Bill Pmt -Check	04/01/2026	32392	Standard Insurance Co...	PFML		6,758.03	(2,800.60)	
Bill Pmt -Check	04/01/2026	32393	Standard Insurance Co...	Life & Disability Insurance		4,304.11	(7,104.71)	
Bill Pmt -Check	04/01/2026	32394	Teleflex Medical (Vidaca...	1080884		3,325.00	(10,429.71)	
Bill Pmt -Check	04/01/2026	32395	Training4Responders	PO #032226-1257		250.00	(10,679.71)	
Bill Pmt -Check	04/01/2026	32396	Ultrax Business Solutio...	Copies		21.10	(10,700.81)	
Bill Pmt -Check	04/01/2026	32397	Verizon	Cell Phones		273.22	(10,974.03)	
Deposit	04/02/2026			Deposit	457,938.73		446,964.70	
Deposit	04/02/2026			Deposit	1,860.00		448,824.70	
General Jour...	04/02/2026	1900		Visa- Alderson		82.42	448,742.28	
General Jour...	04/02/2026	1900		Visa- Brozovich		464.74	448,277.54	
General Jour...	04/02/2026	1900		Visa- Butler		69.95	448,207.59	
General Jour...	04/02/2026	1900		Visa- Komp		263.28	447,944.31	
General Jour...	04/02/2026	1900		Visa- Pitts		182.04	447,762.27	
General Jour...	04/02/2026	1900		Visa- Russell		4,695.53	443,066.74	
General Jour...	04/02/2026	1900		Visa- Storms		801.50	442,265.24	
General Jour...	04/02/2026	1900		Visa- Wilson		304.88	441,960.36	
General Jour...	04/13/2026	1901		PERS		171,897.32	270,063.04	
General Jour...	04/13/2026	1902		Quickbooks Annual Fee		1,609.00	268,454.04	
Bill Pmt -Check	04/14/2026	32398	Comcast	Telephones		592.72	267,861.32	
Bill Pmt -Check	04/14/2026	32399	SDIS	Health Insurance		98,149.00	169,712.32	
Bill Pmt -Check	04/14/2026	32400	76 Fleet/Wex Bank	Gasoline		347.34	169,364.98	
Bill Pmt -Check	04/14/2026	32401	Amazon			199.31	169,165.67	
Bill Pmt -Check	04/14/2026	32402	AT&T Mobility- CC	Modems		535.53	168,630.14	
Bill Pmt -Check	04/14/2026	32403	At&T Mobility,	Cell Phones		134.25	168,495.89	
Bill Pmt -Check	04/14/2026	32404	Batteries NW	PO #2026-082		158.00	168,337.89	
Bill Pmt -Check	04/14/2026	32405	BoundTree	108812		10,200.05	158,137.84	
Bill Pmt -Check	04/14/2026	32406	Central Refrigeration	Ice Machine Lease		140.00	157,997.84	
Bill Pmt -Check	04/14/2026	32407	Climate Systems NW LLC	PO #2026-091		750.00	157,247.84	
Bill Pmt -Check	04/14/2026	32408	Comcast	Cable		92.11	157,155.73	
Bill Pmt -Check	04/14/2026	32409	DLH Screenprinting LLC	PO #2026-087		2,820.64	154,335.09	
Bill Pmt -Check	04/14/2026	32410	EMS Management & Co...	Ambulance Billing		4,004.55	150,330.54	
Bill Pmt -Check	04/14/2026	32411	Evergreen Energy Servic...	PO #2026-076		740.00	149,590.54	
Bill Pmt -Check	04/14/2026	32412	Home Depot	PO #2026-065		199.00	149,391.54	
Bill Pmt -Check	04/14/2026	32413	Keizer Outdoor Power, L...	PO #2026-050		3.90	149,387.64	
Bill Pmt -Check	04/14/2026	32414	Keizer Times			359.00	149,028.64	
Bill Pmt -Check	04/14/2026	32415	LN Curtis & Sons, Inc	PO #2026-045		156.78	148,871.86	
Bill Pmt -Check	04/14/2026	32416	Local Government Law ...	Legal Fees		870.00	148,001.86	
Bill Pmt -Check	04/14/2026	32417	Loren's Sanitation	Garbage/Recycling		288.97	147,712.89	
Bill Pmt -Check	04/14/2026	32418	Lowe's			318.91	147,393.98	
Bill Pmt -Check	04/14/2026	32419	Marion Environmental S...	Bio-Hazard Bags		89.90	147,304.08	
Bill Pmt -Check	04/14/2026	32420	MES Service Company L...	PO #2026-034		1,987.53	145,316.55	
Bill Pmt -Check	04/14/2026	32421	Northwest Occupational...	PO #030926-2000		450.00	144,866.55	
Bill Pmt -Check	04/14/2026	32422	NW Natural	Natural Gas		1,111.59	143,754.96	
Bill Pmt -Check	04/14/2026	32423	Pacific Fire Apparel	PO #040326-1920		2,528.67	141,226.29	
Bill Pmt -Check	04/14/2026	32424	Pape	PO #2026-054		111.57	141,114.72	
Bill Pmt -Check	04/14/2026	32425	Petro Card System Inc.	Gasoline		120.85	140,993.87	
Bill Pmt -Check	04/14/2026	32426	Polk County	Radio Communications		1,350.00	139,643.87	
Bill Pmt -Check	04/14/2026	32427	Product Advantage LLC	PO #2026-090		577.81	139,066.06	
Bill Pmt -Check	04/14/2026	32428	Salem Fire Alarm, Inc.	Alarm Monitoring		172.50	138,893.56	
Bill Pmt -Check	04/14/2026	32429	Salem, City of	Radio Communications		12,332.70	126,560.86	
Bill Pmt -Check	04/14/2026	32430	SDIS	Auto Physical Liability		1,441.00	125,119.86	
Bill Pmt -Check	04/14/2026	32431	Target Solutions	Vector Check It		1,800.00	123,319.86	
Bill Pmt -Check	04/14/2026	32432	Toshiba Financial Services	Copier Lease		906.43	122,413.43	
Bill Pmt -Check	04/14/2026	32433	Walter E. Nelson Co.	PO #2026-078		539.80	121,873.63	
Check	04/17/2026	32434	Void	Firehouse Subs			121,873.63	
Bill Pmt -Check	04/21/2026	32435	AccurAccounts, Inc.	Payroll		2,227.60	119,646.03	
Bill Pmt -Check	04/21/2026	32436	All Star Health	PO #041626-1107		905.00	118,741.03	
Bill Pmt -Check	04/21/2026	32437	BioTek Medical, Inc.	Oxygen Cylinder Lease		758.50	117,982.53	

Keizer Fire District Cash Position Statement As of April 30, 2026

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Check	04/21/2026	32438	Brozovich, Rachel - Ven...	Per Diem- Fire Officer IV		66.00	117,916.53
Bill Pmt -Check	04/21/2026	32439	CIS Benefits	Dental Insurance		7,287.03	110,629.50
Bill Pmt -Check	04/21/2026	32440	Honeywell International,...	PO #041426-1430		5,473.55	105,155.95
Bill Pmt -Check	04/21/2026	32441	Keizer Times	Advertising		199.00	104,956.95
Bill Pmt -Check	04/21/2026	32442	Killers Pest Control	Pest Control		92.50	104,864.45
Bill Pmt -Check	04/21/2026	32443	Knox	PO #041426-1400		6,313.00	98,551.45
Bill Pmt -Check	04/21/2026	32444	Master Appliance	PO #2026-093		205.00	98,346.45
Bill Pmt -Check	04/21/2026	32445	Medline Industries, Inc	PO #041526-0800		1,120.44	97,226.01
Bill Pmt -Check	04/21/2026	32446	Northwest Occupational...	PO #040126-2000		450.00	96,776.01
Bill Pmt -Check	04/21/2026	32447	Pittis, Aaron - Career	Per Diem- Trainings		176.00	96,600.01
Bill Pmt -Check	04/21/2026	32448	Professional Benefit Ser...	Cafeteria Plan Fee		143.00	96,457.01
Bill Pmt -Check	04/21/2026	32449	Rescue 3 International	PO #041626-1113		1,100.00	95,357.01
Bill Pmt -Check	04/21/2026	32450	Tremco Products, Inc	PO #2026-092		915.90	94,441.11
Bill Pmt -Check	04/21/2026	32451	WAT, Inc	PO #040226-1140		179.98	94,261.13
Bill Pmt -Check	04/21/2026	32452	Pacific Fitness	PO #040326-1920		2,528.67	91,732.46
Deposit	04/24/2026			Deposit	192,340.64		284,073.10
General Jour...	04/27/2026	1908		PERS		2,599.24	281,473.86
General Jour...	04/28/2026	1909		LGIP Transfer to Checking	300,000.00		581,473.86
General Jour...	04/30/2026	1910		Payroll		324,491.29	256,982.57
General Jour...	04/30/2026	1910		Amy Hailey		2,152.27	254,830.30
General Jour...	04/30/2026	1910		IRS		405.26	254,425.04
General Jour...	04/30/2026	1910		Oregon Dept of Revenue		158.00	254,267.04
General Jour...	04/30/2026	1910		Layne Gillette		9,759.06	244,507.98
General Jour...	04/30/2026	1910		IRS		3,776.26	240,731.72
General Jour...	04/30/2026	1910		Oregon Dept of Revenue		1,204.88	239,526.84
General Jour...	04/30/2026	1910		Cassidy Keys		3,968.48	235,558.36
General Jour...	04/30/2026	1910		IRS		1,236.68	234,321.68
General Jour...	04/30/2026	1910		Oregon Dept of Revenue		346.00	233,975.68
General Jour...	04/30/2026	1910		Oregon Dept of Revenue		34,962.00	199,013.68
General Jour...	04/30/2026	1910		IRS		136,299.30	62,714.38
General Jour...	04/30/2026	1910		Child Support		329.00	62,385.38
General Jour...	04/30/2026	1910		HRA Veba		13,250.00	49,135.38
General Jour...	04/30/2026	1910		Keizer Professional FF		6,001.00	43,134.38
General Jour...	04/30/2026	1910		Keizer Professional FF		230.00	42,904.38
General Jour...	04/30/2026	1910		KFD Cafeteria Plan		1,591.66	41,312.72
General Jour...	04/30/2026	1910		PenServ		1,837.38	39,475.34
General Jour...	04/30/2026	1910		Valic		26,298.85	13,176.49
General Jour...	04/30/2026	1910		Valic		8,134.88	5,041.61
Bill Pmt -Check	04/30/2026	32453	911 Supply, Inc			1,298.65	3,742.96
Bill Pmt -Check	04/30/2026	32454	All Star Health	PO #043026-0905		410.00	3,332.96
Bill Pmt -Check	04/30/2026	32455	Amazon			272.06	3,060.90
Bill Pmt -Check	04/30/2026	32456	BoundTree	108812		6,386.14	(3,325.24)
Bill Pmt -Check	04/30/2026	32457	Braun Northwest, Inc.			687.27	(4,012.51)
Bill Pmt -Check	04/30/2026	32458	C.W. Nielsen Mfg. Corpo...	PO #2026-043		1,827.84	(5,840.35)
Bill Pmt -Check	04/30/2026	32459	Chemeketa Community ...	Student Tuition		5,747.36	(11,587.71)
Bill Pmt -Check	04/30/2026	32460	Keizer Times	Budget Committee Notice		150.00	(11,737.71)
Bill Pmt -Check	04/30/2026	32461	LN Curtis & Sons, Inc	Mako Testing		239.00	(11,976.71)
Bill Pmt -Check	04/30/2026	32462	MES Service Company L...			2,243.49	(14,220.20)
Bill Pmt -Check	04/30/2026	32463	Petro Card System Inc.	Diesel		564.67	(14,784.87)
Bill Pmt -Check	04/30/2026	32464	Schurter Trucking LLC	PO #2026-084		264.97	(15,049.84)
Bill Pmt -Check	04/30/2026	32465	Standard Insurance Co...	PFML		6,932.41	(21,982.25)
Bill Pmt -Check	04/30/2026	32466	Standard Insurance Co...	Life & Disability		4,304.11	(26,286.36)
Bill Pmt -Check	04/30/2026	32467	Stryker Sales Corporation			776.20	(27,062.56)
Bill Pmt -Check	04/30/2026	32468	Verizon	Cell Phones		274.30	(27,336.86)
Bill Pmt -Check	04/30/2026	32469	WFCA The Daily Dispatch	Employment Ad		575.00	(27,911.86)
General Jour...	04/30/2026	1910		Interest Income		0.12	(27,911.98)
Total 1012 · Umpqua Bank- Checking					952,139.37	1,012,423.24	(27,911.98)
1020 · Petty Cash							200.00
Total 1020 · Petty Cash							200.00
1120 · LGIP							3,896,854.50
General Jour...	04/02/2026	1905		LGIP	22,018.26		3,918,872.76
General Jour...	04/02/2026	1905		LGIP	1,258.74		3,920,131.50
General Jour...	04/28/2026	1909		LGIP Transfer to Checking		300,000.00	3,620,131.50
General Jour...	04/30/2026	1912		Interes	11,038.99		3,631,170.49
General Jour...	04/30/2026	1912		Interest	1,213.78		3,632,384.27
General Jour...	04/30/2026	1912		Interest	523.84		3,632,908.11
Total 1120 · LGIP					36,053.61	300,000.00	3,632,908.11
TOTAL					988,192.98	1,733,132.29	3,501,734.45

Keizer Fire District
Financial Report- All
04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4010 · Taxes, Current Year	18,885.26	7,149,787.86	7,310,971.00	-161,183.14	97.8%
4020 · Taxes, Prior Year	4,391.74	84,956.12	72,500.00	12,456.12	117.18%
4030 · Taxes, 911 Excise	0.00	98,208.17	129,004.00	-30,795.83	76.13%
4100 · EMS Revenue	-771.55	4,158,992.56	3,200,000.00	958,992.56	129.97%
4120 · Capitol Fire Med	3,460.66	6,722.59	32,000.00	-25,277.41	21.01%
4140 · Interest & Dividends	12,776.61	111,888.34	141,000.00	-29,111.66	79.35%
4150 · Miscellaneous	4,688.67	47,377.23	23,000.00	24,377.23	205.99%
4156 · Conflagration Reimbursement	0.00	751,192.71	340,000.00	411,192.71	220.94%
Total 4000 · Revenue	43,431.39	12,409,125.58	11,248,475.00	1,160,650.58	110.32%
9050 · Transfer In From General Fund	0.00	0.00	25,000.00	-25,000.00	0.0%
Total Income	43,431.39	12,409,125.58	11,273,475.00	1,135,650.58	110.07%
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	418,682.24	4,210,019.48	5,350,797.00	-1,140,777.52	78.68%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	92,146.21	1,058,941.77	510,000.00	548,941.77	207.64%
5082 · Longevity Incentive	2,935.53	32,296.47	38,716.00	-6,419.53	83.42%
5083 · Leave Payoff	8,448.94	91,477.68	110,000.00	-18,522.32	83.16%
5084 · Wellness Incentive	0.00	5,600.00	7,800.00	-2,200.00	71.8%
5085 · Education Incentive	2,925.00	29,700.00	32,400.00	-2,700.00	91.67%
5086 · Preceptor Pay	0.00	2,027.81	0.00	2,027.81	100.0%
5090 · Volunteer Program	0.00	9,806.11	60,763.00	-50,956.89	16.14%
5110 · Payroll Tax Soc. Sec. (FICA)	39,558.75	395,504.75	468,729.00	-73,224.25	84.38%
5115 · State Unemployment Tax (SUTA)	516.84	5,396.37	6,740.00	-1,343.63	80.07%
5119 · Workers' Compensation Tax	103.89	1,148.42	5,642.00	-4,493.58	20.36%
5120 · Workers' Compensation	-4,199.04	101,187.72	175,000.00	-73,812.28	57.82%
5125 · Health and Dental Insurance	90,855.80	897,525.90	1,152,865.00	-255,339.10	77.85%
5126 · Medical Savings Plan (HRA Veba)	13,250.00	130,750.00	156,000.00	-25,250.00	83.81%
5127 · Cafeteria Plan Administration	143.00	1,509.00	1,400.00	109.00	107.79%
5130 · Life & Disability Insurance	12,677.52	114,856.04	115,424.00	-567.96	99.51%
5135 · Retirement (PERS)	174,492.80	1,786,931.02	2,093,288.00	-306,356.98	85.37%
5137 · Deferred Compensation Match	8,872.26	89,711.03	123,224.00	-33,512.97	72.8%
5210 · Physical Exams	1,315.00	6,310.00	18,855.00	-12,545.00	33.47%
5220 · Employee Assistance Plan (EAP)	0.00	0.00	2,000.00	-2,000.00	0.0%
Total 5000 · Personal Services	862,724.74	8,971,949.57	10,434,518.00	-1,462,568.43	85.98%
6000 · Materials and Services					
6010 · General Operating Expense	2,807.75	8,304.23	14,000.00	-5,695.77	59.32%
6015 · Dispatch 911	0.00	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	452.00	14,911.46	8,000.00	6,911.46	186.39%

Keizer Fire District Financial Report- All

	<u>04/30/2026</u>		<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
	<u>Apr 26</u>	<u>YTD</u>			
6035 · Apparatus Maintenance(Vehicles)	2,864.02	96,118.34	103,000.00	-6,881.66	93.32%
6040 · Equipment Maintenance	1,029.71	14,230.93	41,600.00	-27,369.07	34.21%
6062 · Furniture	140.00	12,939.67	16,300.00	-3,360.33	79.38%
6070 · Small Tools & FF Equip/Supplies	6,789.38	98,288.67	110,100.00	-11,811.33	89.27%
6073 · Building & Grounds Maintenance	1,857.25	26,386.03	43,075.00	-16,688.97	61.26%
6074 · Building Improvements	0.00	31,327.44	37,850.00	-6,522.56	82.77%
6075 · Radio Maintenance	19,156.25	65,001.85	67,550.00	-2,548.15	96.23%
6080 · Ladder & Hose Testing	0.00	8,016.00	8,700.00	-684.00	92.14%
6100 · Turnouts & Prot. Equipment	2,243.49	33,417.33	71,550.00	-38,132.67	46.71%
6137 · Uniforms	6,228.13	23,986.21	32,000.00	-8,013.79	74.96%
6145 · Supplies	948.35	10,033.04	12,000.00	-1,966.96	83.61%
6160 · Public Ed / Fire Prevention	251.34	3,863.04	8,500.00	-4,636.96	45.45%
6180 · Medical Supplies	10,459.39	159,668.39	173,000.00	-13,331.61	92.29%
6200 · District Meetings	73.98	2,520.57	1,750.00	770.57	144.03%
6210 · District Events	0.00	7,895.86	9,000.00	-1,104.14	87.73%
6300 · Utilities	6,015.26	58,754.35	77,100.00	-18,345.65	76.21%
6400 · Fuel Expense	840.00	43,613.14	52,000.00	-8,386.86	83.87%
6505 · Communications	1,001.27	31,853.37	76,034.00	-44,180.63	41.89%
6600 · Training	4,200.04	36,754.36	72,750.00	-35,995.64	50.52%
6605 · Training Supplies	446.60	3,983.18	8,650.00	-4,666.82	46.05%
6620 · Water Rescue	0.00	200.00	3,000.00	-2,800.00	6.67%
6622 · Health & Fitness Supplies	2,528.67	2,576.10	2,800.00	-223.90	92.0%
6704 · Computer/Network Expenses	2,087.29	43,297.28	61,700.00	-18,402.72	70.17%
6707 · Office Supplies	156.81	2,276.27	6,600.00	-4,323.73	34.49%
6710 · Insurance & Fidelity Bond	0.00	83,556.00	77,000.00	6,556.00	108.51%
6715 · Publicity/Advertising	509.00	2,737.00	6,370.00	-3,633.00	42.97%
6720 · Printing and Publishing	0.00	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	4,722.33	210,753.55	433,035.00	-222,281.45	48.67%
6750 · Other Professional Services	2,827.60	78,536.24	141,000.00	-62,463.76	55.7%
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%
Total 6000 · Materials and Services	80,635.91	1,595,686.26	2,617,264.00	-1,021,577.74	60.97%
7000 · Capital Outlay	0.00	3,221.00	70,000.00	-66,779.00	4.6%
9000 · Transfers and/or Miscellaneous	60,000.00	60,000.00	141,800.00	-81,800.00	42.31%
Total Expense	1,003,360.65	10,630,856.83	13,263,582.00	-2,632,725.17	80.15%

Keizer Fire District
General Fund- Admin
04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	50,257.38	485,444.44	602,355.00	-116,910.56	80.59%
5070 · Board Members	0.00	1,250.00	4,875.00	-3,625.00	25.64%
5080 · Overtime	1,249.77	55,121.93	20,000.00	35,121.93	275.61%
5082 · Longevity Incentive	618.86	6,188.60	10,000.00	-3,811.40	61.89%
5083 · Leave Payoff	0.00	20,628.46	20,000.00	628.46	103.14%
5085 · Education Incentive	750.00	7,500.00	7,200.00	300.00	104.17%
5090 · Volunteer Program	0.00	37.25	0.00	37.25	100.0%
5110 · Payroll Tax Soc. Sec. (FICA)	4,002.87	37,207.79	49,643.00	-12,435.21	74.95%
5115 · State Unemployment Tax (SUTA)	52.29	630.60	714.00	-83.40	88.32%
5119 · Workers' Compensation Tax	6.57	73.09	649.00	-575.91	11.26%
5120 · Workers' Compensation	-4,199.04	101,187.72	175,000.00	-73,812.28	57.82%
5125 · Health and Dental Insurance	8,142.93	79,844.64	107,391.00	-27,546.36	74.35%
5126 · Medical Savings Plan (HRA Veba)	1,250.00	12,500.00	15,000.00	-2,500.00	83.33%
5127 · Cafeteria Plan Administration	143.00	1,509.00	1,400.00	109.00	107.79%
5130 · Life & Disability Insurance	2,625.87	13,244.51	12,649.00	595.51	104.71%
5135 · Retirement (PERS)	17,894.15	178,760.99	223,012.00	-44,251.01	80.16%
5137 · Deferred Compensation Match	2,661.89	26,221.40	31,943.00	-5,721.60	82.09%
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%
Total 5000 · Personal Services	85,456.54	1,027,350.42	1,284,231.00	-256,880.58	80.0%
6000 · Materials and Services					
6010 · General Operating Expense	279.08	5,775.56	14,000.00	-8,224.44	41.25%
6015 · Dispatch 911	0.00	315,000.00	420,001.00	-105,001.00	75.0%
6025 · Civil Service Expense	452.00	14,911.46	8,000.00	6,911.46	186.39%
6062 · Furniture	140.00	12,939.67	16,300.00	-3,360.33	79.38%
6073 · Building & Grounds Maintenance	1,857.25	26,386.03	43,075.00	-16,688.97	61.26%
6074 · Building Improvements	0.00	31,327.44	37,850.00	-6,522.56	82.77%
6145 · Supplies	948.35	10,033.04	12,000.00	-1,966.96	83.61%
6200 · District Meetings	73.98	2,520.57	1,750.00	770.57	144.03%
6210 · District Events	0.00	7,895.86	9,000.00	-1,104.14	87.73%
6300 · Utilities	6,015.26	58,754.35	77,100.00	-18,345.65	76.21%
6505 · Communications	1,001.27	29,263.03	76,034.00	-46,770.97	38.49%
6704 · Computer/Network Expenses	2,087.29	43,297.28	61,700.00	-18,402.72	70.17%
6707 · Office Supplies	156.81	2,250.42	6,600.00	-4,349.58	34.1%
6710 · Insurance & Fidelity Bond	0.00	83,556.00	77,000.00	6,556.00	108.51%
6715 · Publicity/Advertising	509.00	2,737.00	5,870.00	-3,133.00	46.63%
6720 · Printing and Publishing	0.00	773.86	2,600.00	-1,826.14	29.76%
6727 · Dues/Subscriptions/Fees-Career	2,222.33	15,523.58	14,470.00	1,053.58	107.28%
6750 · Other Professional Services	2,827.60	64,548.74	131,000.00	-66,451.26	49.27%
Total 6000 · Materials and Services	18,570.22	727,493.89	1,014,350.00	-286,856.11	71.72%
9000 · Transfers and/or Miscellaneous	0.00	0.00	25,000.00	-25,000.00	0.0%
Total Expense	104,026.76	1,754,844.31	2,323,581.00	-568,736.69	75.52%

Keizer Fire District
General Fund- Operations
04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	357,208.76	3,609,758.80	4,611,041.00	-1,001,282.20	78.29%
5080 · Overtime	84,218.28	960,361.12	450,000.00	510,361.12	213.41%
5082 · Longevity Incentive	2,164.00	23,683.09	28,716.00	-5,032.91	82.47%
5083 · Leave Payoff	8,448.94	70,649.22	85,000.00	-14,350.78	83.12%
5084 · Wellness Incentive	0.00	5,600.00	7,600.00	-2,000.00	73.68%
5085 · Education Incentive	2,025.00	20,700.00	24,300.00	-3,600.00	85.19%
5086 · Preceptor Pay	0.00	2,027.81	0.00	2,027.81	100.0%
5110 · Payroll Tax Soc. Sec. (FICA)	34,171.99	346,875.16	404,594.00	-57,718.84	85.73%
5115 · State Unemployment Tax (SUTA)	446.46	4,618.25	5,818.00	-1,199.75	79.38%
5119 · Workers' Compensation Tax	94.72	1,037.14	4,804.00	-3,766.86	21.59%
5125 · Health and Dental Insurance	81,820.45	808,703.85	1,034,757.00	-226,053.15	78.15%
5126 · Medical Savings Plan (HRA Veba)	11,750.00	115,750.00	138,000.00	-22,250.00	83.88%
5130 · Life & Disability Insurance	9,699.85	98,582.74	99,227.00	-644.26	99.35%
5135 · Retirement (PERS)	151,139.16	1,550,004.12	1,803,518.00	-253,513.88	85.94%
5137 · Deferred Compensation Match	5,866.87	60,054.63	87,159.00	-27,104.37	68.9%
5210 · Physical Exams	1,315.00	5,155.00	10,450.00	-5,295.00	49.33%
Total 5000 · Personal Services	<u>750,369.48</u>	<u>7,683,560.93</u>	<u>8,794,984.00</u>	<u>-1,111,423.07</u>	<u>87.36%</u>
6000 · Materials and Services					
6022 · Grant Expense	0.00	0.00	10,000.00	-10,000.00	0.0%
6035 · Apparatus Maintenance(Vehicles)	2,864.02	96,118.34	103,000.00	-6,881.66	93.32%
6040 · Equipment Maintenance	1,019.71	14,220.93	41,600.00	-27,379.07	34.19%
6070 · Small Tools & FF Equip/Supplies	6,789.38	98,288.67	110,100.00	-11,811.33	89.27%
6075 · Radio Maintenance	19,156.25	65,001.85	67,550.00	-2,548.15	96.23%
6080 · Ladder & Hose Testing	0.00	8,016.00	8,700.00	-684.00	92.14%
6100 · Turnouts & Prot. Equipment	2,243.49	33,417.33	71,550.00	-38,132.67	46.71%
6137 · Uniforms	6,228.13	23,986.21	32,000.00	-8,013.79	74.96%
6160 · Public Ed / Fire Prevention	251.34	3,863.04	8,500.00	-4,636.96	45.45%
6180 · Medical Supplies	10,459.39	159,668.39	173,000.00	-13,331.61	92.29%
6210 · District Events	0.00	0.00	0.00	0.00	0.0%
6400 · Fuel Expense	840.00	43,613.14	52,000.00	-8,386.86	83.87%
6620 · Water Rescue	0.00	200.00	3,000.00	-2,800.00	6.67%
6622 · Health & Fitness Supplies	2,528.67	2,576.10	2,800.00	-223.90	92.0%
6727 · Dues/Subscriptions/Fees-Career	2,150.00	185,482.97	404,880.00	-219,397.03	45.81%
6750 · Other Professional Services	0.00	10,000.00	10,000.00	0.00	100.0%
Total 6000 · Materials and Services	<u>54,530.38</u>	<u>744,452.97</u>	<u>1,098,680.00</u>	<u>-354,227.03</u>	<u>67.76%</u>
7000 · Capital Outlay	<u>0.00</u>	<u>3,221.00</u>	<u>20,000.00</u>	<u>-16,779.00</u>	<u>16.11%</u>
9000 · Transfers and/or Miscellaneous	<u>60,000.00</u>	<u>60,000.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>100.0%</u>
Total Expense	<u>864,899.86</u>	<u>8,491,234.90</u>	<u>9,913,664.00</u>	<u>-1,422,429.10</u>	<u>85.65%</u>

Keizer Fire District
General Fund- Training
 04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense					
5000 · Personal Services					
5001 · Salaries & Wages	11,216.10	114,816.24	137,401.00	-22,584.76	83.56%
5080 · Overtime	6,678.16	43,458.72	40,000.00	3,458.72	108.65%
5082 · Longevity Incentive	152.67	2,424.78	0.00	2,424.78	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	1,500.00	900.00	600.00	166.67%
5090 · Volunteer Program	0.00	9,768.86	60,763.00	-50,994.14	16.08%
5110 · Payroll Tax Soc. Sec. (FICA)	1,383.89	11,421.80	14,492.00	-3,070.20	78.82%
5115 · State Unemployment Tax (SUTA)	18.09	147.52	208.00	-60.48	70.92%
5119 · Workers' Compensation Tax	2.60	38.19	189.00	-150.81	20.21%
5125 · Health and Dental Insurance	892.42	8,977.41	10,717.00	-1,739.59	83.77%
5126 · Medical Savings Plan (HRA Veba)	250.00	2,500.00	3,000.00	-500.00	83.33%
5130 · Life& Disability Insurance	351.80	3,028.79	3,548.00	-519.21	85.37%
5135 · Retirement (PERS)	5,459.49	58,165.91	66,758.00	-8,592.09	87.13%
5137 · Deferred Compensation Match	343.50	3,435.00	4,122.00	-687.00	83.33%
5210 · Physical Exams	0.00	1,155.00	8,005.00	-6,850.00	14.43%
Total 5000 · Personal Services	<u>26,898.72</u>	<u>261,038.22</u>	<u>355,303.00</u>	<u>-94,264.78</u>	<u>73.47%</u>
6000 · Materials and Services					
6020 · Volunteer Recruitment/Retention	0.00	0.00	500.00	-500.00	0.0%
6600 · Training	4,134.04	34,000.33	72,750.00	-38,749.67	46.74%
6605 · Training Supplies	446.60	3,983.18	8,650.00	-4,666.82	46.05%
6715 · Publicity/Advertising	0.00	0.00	500.00	-500.00	0.0%
6727 · Dues/Subscriptions/Fees-Career	350.00	9,747.00	13,685.00	-3,938.00	71.22%
Total 6000 · Materials and Services	<u>4,930.64</u>	<u>47,730.51</u>	<u>96,085.00</u>	<u>-48,354.49</u>	<u>49.68%</u>
Total Expense	<u>31,829.36</u>	<u>308,768.73</u>	<u>451,388.00</u>	<u>-142,619.27</u>	<u>68.4%</u>

Keizer Fire District
Reserve Fund
 04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4140 · Interest & Dividends	523.84	6,917.58	2,000.00	4,917.58	345.88%
Total 4000 · Revenue	<u>523.84</u>	<u>6,917.58</u>	<u>2,000.00</u>	<u>4,917.58</u>	<u>345.88%</u>
9050 · Transfer In From General Fund	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>-25,000.00</u>	<u>0.0%</u>
Total Income	<u>523.84</u>	<u>6,917.58</u>	<u>27,000.00</u>	<u>-20,082.42</u>	<u>25.62%</u>
Expense					
7000 · Capital Outlay					
7010 · Fire/Rescue Equipment	0.00	0.00	25,000.00	-25,000.00	0.0%
7040 · Land/Bldg Improvement	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>-25,000.00</u>	<u>0.0%</u>
Total 7000 · Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
9000 · Transfers and/or Miscellaneous					
9090 · Cash over/under	<u>0.00</u>	<u>0.00</u>	<u>116,800.00</u>	<u>-116,800.00</u>	<u>0.0%</u>
Total 9000 · Transfers and/or Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>116,800.00</u>	<u>-116,800.00</u>	<u>0.0%</u>
Total Expense	<u>0.00</u>	<u>0.00</u>	<u>166,800.00</u>	<u>-166,800.00</u>	<u>0.0%</u>

Keizer Fire District
Bond Repayment Fund
 04/30/2026

	<u>Apr 26</u>	<u>YTD</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
4000 · Revenue					
4010 · Taxes, Current Year	999.37	378,884.39	379,649.00	-764.61	99.8%
4020 · Taxes, Prior Year	259.37	4,810.69	2,500.00	2,310.69	192.43%
4140 · Interest & Dividends	1,213.78	7,392.36	4,000.00	3,392.36	184.81%
Total 4000 · Revenue	<u>2,472.52</u>	<u>391,087.44</u>	<u>386,149.00</u>	<u>4,938.44</u>	<u>101.28%</u>
Total Income	<u>2,472.52</u>	<u>391,087.44</u>	<u>386,149.00</u>	<u>4,938.44</u>	<u>101.28%</u>
	2,472.52	391,087.44	386,149.00	4,938.44	101.28%
Expense					
6000 · Materials and Services					
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%
Total 6000 · Materials and Services	<u>0.00</u>	<u>64,112.50</u>	<u>408,149.00</u>	<u>-344,036.50</u>	<u>15.71%</u>
Total Expense	<u>0.00</u>	<u>64,112.50</u>	<u>408,149.00</u>	<u>-344,036.50</u>	<u>15.71%</u>
	2,472.52	326,974.94	-22,000.00	348,974.94	-1,486.25%
	<u>2,472.52</u>	<u>326,974.94</u>	<u>-22,000.00</u>	<u>348,974.94</u>	<u>-1,486.25%</u>

KEIZER FIRE DISTRICT CHIEF REPORT

May 2026

OFCFA Annual Conference

This month I attended the Oregon Fire Chiefs Association Annual Conference along with Chief Brozovich and Chief Wilson. The conference brought together over 200 chief officers from across the state and provided a valuable opportunity to take advantage of the educational sessions and connect with peers from around Oregon. It was time well spent for the team. Through conversations and training, we brought back a lot of good information and a lot of ideas that will be beneficial.

Keizer Fire District Strategic Plan

The District's Strategic Plan is moving forward. We are putting the finishing touches on a working document that will guide our decision making and direction going forward. This document was purposefully designed to be adaptable as our needs change, a lot of work has gone into this process, and we are pleased with the progress so far.

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. A first draft will be provided for your review prior to the meeting

FY 26/27 Budget

Thank you to the Board and the Budget Committee for their work and approval of the FY 2026/2027 budget. It will be presented to the Board for adoption at the June meeting. A special thank you to Lyn for her many efforts to produce another balanced budget and a streamlined budget presentation.

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.

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 property acquisition and conceptual design of the proposed Mid-Willamette Joint Public Safety and Resilience Center.

Our in-house lobbyist remains engaged as we continue refining the proposal. We are meeting as needed, at least monthly to continue to adapt our approach and outreach. 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 to build from heading into 2027.

KFD / SFD / MCFD Collaboration

Relationships with our neighboring agencies remain strong. The OFCA conference this month provided a good opportunity to connect with our regional partners and have some meaningful conversations that will continue to strengthen those relationships.

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 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 grow, and we remain committed to working together where it supports efficient, effective service delivery across the region.

Officer Development

Investing in our leadership is a priority. We are actively working to build a structured officer development program that gives our leaders at every level the tools and resources they need to grow and succeed in their roles. As part of that effort, we are partnering with a third-party provider to offer focused growth opportunities that go beyond what we can deliver internally.

This work is still in its early stages, but the direction is clear. Strong organizations are built on strong leadership, and we are committed to making that investment now to support the District's continued growth and long-term success.

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, and the new venue simply gives us more room to work with and an opportunity to strengthen the event going forward. Spots are still available if you or someone you know would like to help out.

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

OPERATIONS MONTHLY REPORT

May 2026

April 2026 Total Incidents – 623
 YTD – 2728

April 2025 Total Incidents – 488
 YTD – 2239

April 2024 Total Incidents – 591
 YTD – 2495

Inc #	Address	Call Type	Shift	T.O.D.	Reason
2409	600 Blk Lakefair Pl N	EMS	A	1:12 AM	Poor Turnout Time
2493	3700 Blk Woodward Ct NE	EMS	A	8:00 PM	Poor Turnout Time
2747	1200 Blk Country Glen Ave NE	EMS	C	5:11 PM	Driving Distance

APRIL 2026 RESPONSE TIME STANDARD – 93.8%

YEAR TO DATE CODE 3 RESPONSE TIME STANDARD – 93.6%

Operations Projects:

- **Operational Staffing/Hiring:** We have two employees that are off on injury leave along with five vacant Paramedic positions. We conducted interviews for Paramedic and five candidates accepted the positions. Since the offer, we have had two candidates back out of the process. Three will go to our EMS academy beginning June 1st. The balance of the candidates on the Paramedic list are still in school and will be finishing up over the Summer. We plan to extend offers to two more candidates in mid-July.
- **Medic 36 Staffing:** Due to the amount of personnel out on leave and the Paramedic vacancies, we have begun to “brown out” Medic 36 on days that require hiring back personnel on mandatory overtime. This allows savings on overtime, while shutting down a the least utilized medic unit. We are monitoring the effects of browning out Medic 36.
- **Clear Lake Co-Staffing:** In April, Engine 725 from Marion County Fire District #1 responded to 35 incidents in the north end of Keizer that would typically have been handled by our engine company.

The 35 calls handled by E725 reduced the workload on our engine company by an average of 1.2 calls per shift. Engine 355 responded to 205 calls in April; without the support of E725, that number would have increased to 240. This represents an approximate 17% reduction in call volume for our engine company attributable to the co-staffing arrangement.

- Out-of-Town Transfers: During the month of April, we completed 53 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.
- Medic 38 at Salem Station #6: In April, Medic 38 completed 110 transports within the City of Salem, generating approximately \$70,000 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: We have signed a contract with Brindlee Mountain Fire Apparatus. On May 12th the truck went up on their website for sale. It has been listed for \$75,000. Brindlee Mountain charges 10% once the unit sells.
- Keizer Emergency Operations Plan: I serve on the committee to review and revise the Emergency Operations Plan for the City of Keizer. The fire district plays an integral part in providing feedback for this project. The plan was updated in in rough draft form by Marion County with the assistance of grant funding. The plan was originally developed in 2008 and was in serious need of updating.
- Seasonal Firefighters: We again applied for the OSFMs Office Wildland Seasonal Firefighter grant. Due to the amount of tax revenue that we receive, we were denied the grant for a second year. However, we will be hiring three of our volunteers over the Summer to assist with staffing and decreasing overtime costs. We anticipate that this Summer will be busy with wildland fires and vacation coverage.
- EMS Items:
 - The Ambulance Service and all of the ambulances have been renewed for FY2026/27
 - Due to new DEA regulations, we have purchased narcotic lock boxes for our engine companies, along with our brush trucks. When we respond to conflagrations, we are often asked to staff to an advanced life support level, so having pain control medications (narcotics) is essential to meeting that request.

Maintenance Projects:

- Facilities: Routine care and maintenance continue to be completed by staff as time allows:
 - After the deck project upstairs, the crews replaced the siding that goes around the deck.
 - Ice machine and gas burners serviced.
 - Hood suppression system serviced.
 - Getting quotes for upstairs kitchen remodel/repair.

- Apparatus:
 - Repaired a crack in the pump housing of BR368.
 - AC repair on 1711 (engine) and 2501 (medic unit).
 - Multiple vehicles had recall repairs accomplished and annual services completed.
 - Completed all SCBA testing and maintenance.

Other Events, Activities and Meetings:

- 04/27 KFD/SFD Chiefs Meeting
- 04/29 Keizer Emergency Operations Planning Meeting
- 05/04 Chiefs Meeting
- 05/05 KFD/SFD Meeting
- 05/07 Strategic Planning Meeting
- 05/07 Capital Region ICS Meeting
- 05/12 Fire and EMS Services Meeting (WVCC)
- 05/13 Meeting with Salem Health EMS Liaison

Respectfully,

Brian Butler
Division Chief

VEHICLE MAINTENANCE REPORT

April 2026
(04/01/2026 through 04/30/2026)

<u>Unit</u>	<u>Hours Out of Service</u>		<u>Notes</u>
	Month	Year to Date	
<u>Medics</u>			
2501 (M36)	29	53.5	Warranty work (O)
2502 (M35)	98	136	Braun NW for Warranty work
2001 (M37)	0	58	
2002 (M38)	0	206	
1501 (Reserve)	0	124	
1601 (Reserve)	0	104	
<u>Engines</u>			
1711 (E355)	0	0	
1712 (E365)	644	645.5	Blown Head Gasket (O)
2111 (E375)	0	0	
0411 (E385)	5.25	5.25	Battery Issue
<u>Other</u>			
9221 (L358)	0	0	
1731 (SQ359)	0	2.5	
2141 (BR358)	0	3.5	
1741 (BR365)	0	0	
1641 (UTV368)	0	0	
1651 (BC35)	0	0	
1652 (BC36)	0	0	
2441 (T359)	0	0	
<u>Staff Vehicles</u>			
0851 (U394)	0	466	
2151 (U354)	5	5	Transmission Calibration (O)
1653 (U374)	0	0	
0951 (U384)	0	0	
2451 (C351)	0	27	

Repair/Maintenance Events:

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

KEIZER FIRE DISTRICT — Ambulance Activity Report

May 2026 Board Meeting

Activity by Unit

Unit	Calls	Gross Charges
Medic 35 (M35)	92	\$276,298.90
Medic 36 (M36)	64	\$209,091.20
Medic 37 (M37)	114	\$332,018.70
Medic 38 (M38)	128	\$394,858.40
TOTAL	398	\$1,212,267.20

Activity by Level of Service

Service Type	Calls	Gross Charges
ALS 1 E	277	\$793,377.80
ALS 1 NE	23	\$111,982.80
BLS E	82	\$237,851.30
BLS NE	16	\$69,055.30
TOTAL	398	\$1,212,267.20

Transport Mileage

Description	Miles @ Rate	Total Charges
Transport Mileage	4,353 @ \$49.00	\$213,297.00

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

Respectfully submitted,

Jacquelynn Sunderland – CAC, CAFO, CACO, CAPO | EMS Billing & Records Administrator

EMS ACTIVITY REPORT

May 2026 Board Meeting

Section 1: Ambulance Billing — April 2026

Our April financial reports from EMSMC show 398 billable calls with \$1,212,267.20 in gross charges and a deposited revenue of \$232,672.25. Our net revenue from accounts in collections during April was \$1,615.08.

Item	Amount
Total Billable Calls	398
Total Gross Charges	\$1,212,267.20
Deposited Revenue	\$232,672.25
Net Revenue from Collections	\$1,615.08

Section 2: Capital FireMed Membership Revenue — February to April 2026

The table below shows how many memberships were sold each month and the revenue received.

Month	Memberships Total	Revenue Received
February 2026	24	\$1,003.73
March 2026	45	\$2,456.93
April 2026	42	\$2,257.13
TOTAL	111	\$5,717.79

Submitted by: Jacquelynn Sunderland – CAC, CAFO, CACO, CAPO
EMS Billing & Records Administrator

TRAINING, HEALTH, AND WELLNESS DIVISION

MONTHLY REPORT

May 2026

April Training Highlights:

Fire: In April, the rollout process began for the Capital Region Incident Command System (CR-ICS). This system is the result of nearly a year of collaborative efforts to align fire ground operations, command structure, radio communications, and terminology. Crews began classroom familiarization with an overview of updates to prepare for scenario-based training in May.

EMS: Salem Health provided training for our staff regarding their stroke program, including background information on interfacility transfers of stroke patients. Crews also reviewed Salem Fire SOGs regarding response to specialized facilities – such as prisons and the state hospital.

Additionally, we successfully completed our DPSST accreditation process, renewed through 2029.

Scheduled May Training:

Fire: This month, crews will once again take part in the CR-ICS training, reviewing initial radio reports, follow-up reports, and transfer of command.

Additionally, personnel are completing wildland training as we prepare for the upcoming season. This month includes the RT-130 wildland refresher, as well as hands-on training alongside Salem Fire, the Oregon State Fire Marshal (OSFM) Engine Boss Forum, and our annual off-road course (courtesy of Knife River) is booked for next month.

EMS: For May, Paramedics Santoyo and Johnson are leading training on emergency airways and surgical cricothyrotomy utilizing donated pig tracheas – courtesy of H & K Meats. Crews are also completing coursework regarding toxicology and substance abuse emergencies.

Student and Resident Program:

We have selected a new student for B-Shift that will begin this fall (Owen Dryden). We have one remaining student volunteer vacancy for C-Shift, which we will fill from existing candidates once they are confirmed with the fire program.

Volunteer Firefighter Ryan Belcher is no longer affiliated with the District. This leaves three current response volunteers, outside of our Residents/Student Volunteers.

We have paused EMT-P internships as we anticipate onboarding new employees. We are continuing to host EMT-B students for clinical rotations with our crews.

Health and Wellness Programs:

Peer Fitness Committee: Reviewing addition of Life Scan and dermatology screenings (no update).

Peer Support Committee: This June team members will be attending the Peer Support Symposium.

Meetings and Activities:

Chief Meetings

Officer Meeting

Strategic Planning Meetings

Leadership Under Fire Course

Capital Region-ICS Meetings

Capital Region Training Meetings

Salem Fire Officer Development

Fire Officer IV Class

Salem Fire Strategic Planning

SKPS – Active Threat Training Planning

Tactical Emergency Casualty Care Meeting

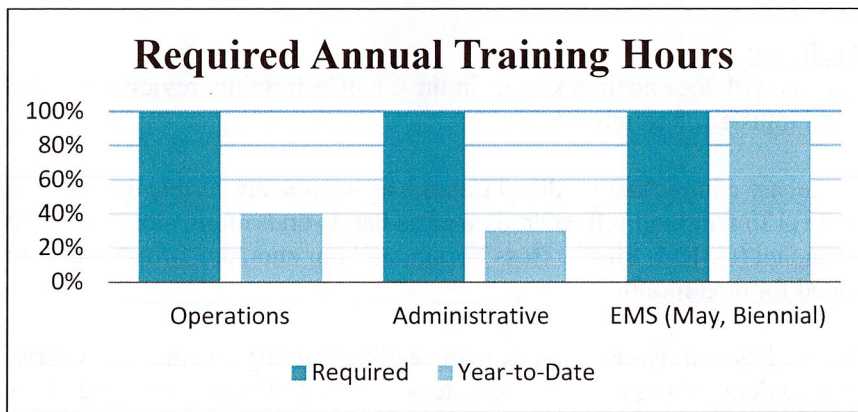
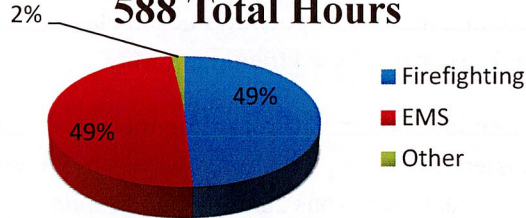
Oregon Fire Chief Association Conference

QI Committee Meeting

EMS Academy Preparation

TRAINING, HEALTH, AND WELLNESS DIVISION
MONTHLY REPORT
May 2026

April
Training Breakdown
588 Total 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

May 2026

Safety:

The second quarter facility inspection has been completed and all necessary repairs and changes have been completed.

All response engines and the BC rig have fully outfitted for incident decontamination.

We have had no major injuries this month and only 1 precautionary report.

Retention:

I am still trying to lock down dates to complete the exit interviews for Amy Hailey, Madison Mooney and Janzen Aguilar-Nelson. They are in communication with me and I expect to have those completed as soon as their individual schedules permit.

I have my meeting with Portland Fire regarding the Mentor program this upcoming week. I will be setting a retention committee meeting to finalize the details of our program and begin implementation as soon as possible.

Alternative Funding:

We have received the \$28,674.52 from the Firehouse Subs Public Safety Foundation to purchase 16 full sets of ballistic vests. We have the purchase of the new ballistic vests budgeted for this upcoming budget cycle, so I anticipate their arrival this summer. I will be working with the 911 Supply store to finalize the details and purchase.

I am researching other grant ideas and planning on writing an AFG grant for the upcoming application period.

Respectfully submitted,

Christina Wilson

Fire Prevention Division Board Report

Anne-Marie Storms, Deputy Fire Marshal

May 2026

Fire & Life Safety

Fit to Float – On Friday at KeizerFEST I joined the Oregon Marine Board for their “Oregon Fit to Float®” Life Jacket Fitting Event. These events are geared towards youth, families, and caregivers to make boating safety simple and approachable. “Oregon Fit to Float®” events aim to have every participant experience how a life jacket should fit, learn about what to check before getting on the water, and why comfort and safety matter in life jacket selection for the boating activity.

Wildfire Awareness Night – The Wildfire Preparedness Event in partnership with Marion County Fire and Salem Fire is Monday, May 18th at Marion County Station 1. The event will provide valuable resources and practical information to help residents prepare for wildfire season. Thanks to the collaboration of our agency partners, volunteers, and staff, the event will not only raise awareness but also strengthen community resilience and readiness.

Car Seat Technician Training- Last week, 18 individuals successfully completed their Child Passenger Safety Technician training, including Madi and two Community Resource Officers from the Keizer Police Department. During the course, I was also able to complete the final requirements to become a Certified Child Passenger Safety Instructor. This achievement strengthens our ability to continue providing education, inspections, and support to families throughout Marion County, helping reduce preventable child injuries and fatalities related to motor vehicle crashes.

Car Seat Funding – Sadly with budget cuts, we lost our annual \$3,000 grant from ODOT that we used to purchase car seats for our program. We are currently exploring grants and other funding sources to continue providing seats for our assistance program.

Meetings Attended

- 4/20 – JFIN Meeting
- 4/21 – MPFIT Meeting
- 4/22 – Station Tour
- 4/23 – OFMA Meeting
- 4/27 – KFF Meeting
- 4/28 – OHSU Meeting
- 5/5 – 5/8 – Car Seat Instructor Training
- 5/11 – Wildfire Planning meeting
- 5/12 – OFMA Education Meeting
- 5/12 – Car Seat Clinic
- 5/12-17 – KeizerFEST

- 5/13 – SKSD Meeting
- 5/14 – OFMA Training
- 5/15 – Greeters

Fire Investigations

- None

Upcoming Events

- 5/17 – Pancake Breakfast
- 5/18 – Wildfire Preparedness Night
- 6/29-7/1 – BLAST Camp
- 7/14 – Car Seat Clinic
- 7/16-18 – Santiam Rodeo Week!!! If you know, you know.
- 8/3 - National Night Out
- 8/25 – Car Seat Clinic
-



MEMORANDUM

To: Board of Directors
Thru: Ryan Russell, Fire Chief
From: Brian Butler, Operations Chief
Date: May 13th, 2026
Subject: Civil Service Commission
Reappointment

Issue:

Darrell Fuller currently serves as a member of the Civil Service Commission and has demonstrated consistent dedication and exemplary service in this role. His current term is scheduled to expire on May 17, 2026.

The Commission is composed of five members; however, one position is presently vacant. Recruitment efforts have been conducted twice within the past six months, but no qualified candidates have expressed interest.

Recommendation:

Staff recommends that the Board of Directors reappoint Darrell Fuller to the Civil Service Commission for an additional four-year term.



MEMORANDUM

To: Board of Directors
Thru: Ryan Russell, Fire Chief
From: Brian Butler, Operations Chief
Date: May 13th, 2026
Subject: Policy 2.16 Artificial Intelligence (AI) Usage

Please find attached Policy 2.16 Artificial Intelligence (AI) Usage. The policy has been given to us by legal counsel and is presented to you for review and adoption. Staff and IT have reviewed the document and provided their input.

Recommendation:

Staff recommends that the Board of Directors review the policy and provide staff with any recommendations changes, if needed. Should the Board not recommend any changes, then it is recommended that the Board approve the policy as presented.

ADMINISTRATIVE POLICY

Number: 2.16
Effective: 05/19/26
Revised:

Division: Administration

Title: Artificial Intelligence (AI) Usage

PURPOSE

The purpose of this policy is to establish clear guidelines for the responsible use of artificial intelligence (AI) tools, including ChatGPT, within the District. This policy ensures that AI is utilized to enhance operational efficiency, training, and communication while maintaining data security, accuracy, and public trust.

SCOPE

This policy applies to all District personnel, including career staff, volunteers, and contractors, who engage with AI tools for official District purposes.

RESPONSIBILITY

It is each individual's responsibility to comply with this policy. Failure to comply with this policy will result in disciplinary action, up to and including termination.

DEFINITIONS

- A. Artificial Intelligence: A broad field of computer science focused on building systems capable of performing tasks that normally require human intelligence. This includes tools like ChatGPT, which can generate text, analyze data, and support decision-making processes.
- B. AI Tools: Software or platforms powered by artificial intelligence algorithms that assist with tasks such as content generation, data analysis, and automation. Examples include language models, predictive analytics tools, and virtual assistants.
- C. District Personnel: All individuals employed by or affiliated with the District, including career staff, volunteers, and contractors engaged in official District

activities.

- D. Sensitive Information: Data classified as personally identifiable information (PII), protected health information (PHI), confidential information, or confidential operational data, the exposure of which could lead to legal or reputational harm.
- E. Public-Facing Content: Any material created for external distribution, including press releases, social media posts, and public announcements.
- F. Human Oversight: The requirement that trained personnel review and approve AI-generated content to ensure accuracy, appropriateness, and compliance with organizational standards.
- G. Approved Platforms: AI tools that have undergone evaluation and authorization by the District IT department and Fire Chief for secure and compliant use within the District.
- H. Misuse: Any use of AI tools that violates this policy, including but not limited to sharing unverified outputs, using unapproved platforms, or exposing sensitive information.

PROCEDURE

- A. Permitted Uses of AI Tools
 - 1. Training and Education: Developing lesson plans, quizzes, and instructional materials for firefighter and EMS training.
 - 2. Policy Drafting: Assisting in creating or updating standard operating procedures (SOPs) and guidelines, subject to human review and approval.
 - 3. Public Communication: Generating drafts for press releases, social media posts, and community outreach materials, subject to human review and approval.
 - 4. Pre-Incident Planning: Aiding in the development of building assessments and emergency response strategies.
 - 5. Administrative Support: Summarizing meeting notes, drafting internal communications, and organizing data.
- B. Prohibited Uses of AI Tools
 - 1. Handling Sensitive Information: Processing, inputting, or storing sensitive information.
 - 2. Autonomous Decision-Making: Making decisions without human oversight, especially in emergency response scenarios.

3. Legal Documentation: Drafting legal reports, incident narratives, or any documents that may be used in legal proceedings without thorough human review.
 4. Unverified Information Dissemination: Sharing AI-generated content publicly without proper validation and approval.
- C. Human Oversight and Accountability
1. Review Requirement: All AI-generated content must be reviewed and approved by authorized personnel before implementation or dissemination.
 2. Transparency: Any public-facing content created with AI assistance must include a disclaimer indicating AI involvement, where appropriate.
 3. Responsibility: Personnel are accountable for the content they produce using AI tools and must ensure its accuracy and appropriateness.
- D. Security and Compliance
1. Approved Platforms: Only use approved platforms.
 2. Data Protection: Ensure that no sensitive information is input into AI tools.
 3. Regulatory Adherence: Comply with all applicable local, state, and federal regulations concerning data privacy and AI usage.
- E. AI Use in Meetings
1. AI note-taking devices may only be used for legitimate business purposes, such as:
 - a. Capturing meeting notes, summaries, and action items
 - b. Supporting accessibility or accommodation needs
 - c. Improving documentation accuracy and efficiency
 2. All meeting participants must be verbally informed in advance when AI note-taking or transcription tools will be used. If any required participant does not consent, AI note-taking must be disabled or an alternative agreed-upon method must be used.
 3. AI generated notes are considered draft working documents, meeting organizers are responsible for reviewing and correcting summaries before posting minutes/summaries.
- F. Training and Education
1. Mandatory Training: All personnel must complete training on the ethical and effective use of AI tools before use.
 2. Continuous Learning: Stay informed about updates and best practices related to AI tools in emergency services.
 3. Review and Revision: This policy will be reviewed and updated on a regular basis to ensure that it remains current and effective. Any revisions to the policy will be communicated to District personnel.

G. Misuse Reporting

1. Misuse Reporting: Any suspected misuse or malfunction of AI tools must be reported immediately to the supervisor or Battalion Chief.
2. Review Process: Reported incidents will be reviewed, and appropriate actions will be taken to address any issues.

APPROVED BY THE BOARD OF DIRECTORS

President, Board of Directors

Date

DRAFT



MEMORANDUM:

To: KFD Board of Directors

From: Fire Chief Ryan Russell

Date: May 19, 2026

Re: Strategic Plan First Draft

KFD Board,

This process started with a community input session that brought together Board members, staff, and community members to share their perspectives and talk about the future of KFD. That conversation helped shape the foundation for everything that followed.

All staff involved later met to review the process, discuss what we heard, and confirm the direction we were heading. From there, we put together a planning worksheet and distributed it to a working group consisting of the staff who were involved in the first day. That input was used to develop the draft you're seeing now. We also looked at strategic plans from comparable agencies in Oregon and the Pacific Northwest to make sure our direction holds up against what other Districts are doing.

The draft includes our mission, vision, and core values up front, followed by five goals. Each goal has two to three objectives with specific tasks, timelines, and outcome measures attached. The five goals are:

Goal 1 - Deliver Effective and Efficient Services

Goal 2 - Effectively Manage Fiscal and Capital Resources

Goal 3 - Strengthen Communication

Goal 4 - Community Risk Reduction

Goal 5 - Develop an Effective Organization

Keep in mind this is a first draft. The language isn't final and will be refined as we move through the review process. This document will also go back to the working group participants so they can confirm their input was captured accurately, and it will be reviewed with KFD Officers at the next Officers meeting.

Respectfully,

Ryan Russell

Fire Chief, Keizer Fire District