

BOARD OF DIRECTORS REGULAR MEETING MINUTES
La Pine Rural Fire Protection District
April 9, 2026

Open Meeting

Dir. Michael Vietzke opened the meeting at 9:02 a.m. and led the flag salute.

Roll Call

Directors Present: Chairperson Michael Vietzke, Dir. Robin Adams, Dir. Rex Lesueur, Dir. Jeremy Johnson and Dir. Dan Robinette

Staff Present: Chief Erick Holsey and Administrative Assistant Sandi Mickel

Staff Absent: Assistant Chief Dan Daugherty and Office Manager Joyce Engberg

Guests: Lt. Travis DeLorto and Lt. Kyle Lohner

Union Representative: Paul Stevenson

Approval of Consent Agenda

Changes to the Agenda

Chief Holsey requested that Financials be moved to the beginning of the meeting, as he was serving as Acting Captain for Station 101 and wanted to address the item in the event he was called out. He also requested the addition of the Burn Permit and Wildfire Coordinator position to New Business.

Open Forum for Public Comment

None

Employee Recognition:

None

Review and Approval of minutes from March 12, 2026, Board of Directors Regular Meeting.

Financials

Revenue Overview

The District's projected revenues from county property taxes have been met, while ambulance revenue has plateaued and miscellaneous income continues to be received. EMS revenue continued as expected.

Expense Overview

Overall expenses are currently tracking at or near budgeted levels with personnel services and overtime meeting projections. Chief Holsey explained that Maintenance and Labor Relations categories will be closely monitored in anticipation of contingency funds transfer due to retirements, unanticipated events such as the Wildfire Preparedness Fair and Crosswater events, equipment breakdowns and Station 102 septic system issues.

Dir. Adams noted an increase in interest income and inquired about the cause, as well as the reason for the increase in the Miscellaneous Income line item. Chief Holsey explained that there has been no significant change in account balances and that interest earnings were conservatively projected; therefore, the increase is attributable to higher interest rates. He further explained that the increase in miscellaneous income was due to the receipt of SAIF dividends.

Monthly Expenses Paid

March 2026 Financials

We move to approve:

Check #35277 to check #35316 for \$56,995.15,

And Check #35319 to check #35333 for \$91,160.71;

EFT payments equaling \$290,528.17;

And Direct Deposit payroll payments equaling \$171,512.85

for total monthly expenses paid of \$610,196.88.

Dir. Johnson abstains from approval of Integrity Auto credit via CBCharge totaling \$7019.60, and Dir. Robinette abstains from approval of La Pine Ace Hardware payment of \$133.83.

Dir. Johnson abstains from approval of Integrity Auto credit via CBCharge totaling \$13,398.17, and Dir. Robinette abstains from approval of La Pine Ace Hardware payment of \$6.36.

Motion: Dir. Adams

Second: Dir. Robinette

Vote: Motion passed unanimously, 5–0.

Management Reports

Union Report

None

Chief's Report

Chief Holsey reported that it had been another busy month for the District. Administration has focused on development of the upcoming fiscal year budget and recruitment for administrative positions. Crews continued to respond to alarms and provide essential services. Statistical reporting remains limited due to the ongoing transition to NEMSIS.

Budget development remains on schedule, with revenue projections complete and line-item expenditures in progress. Recruitment is underway for the Budget Committee, and the budget message is nearing completion. Job announcements for the Finance Director and Deputy Chief positions have been posted, with applications beginning to be received. Interview preparations are underway.

The SB 454 Committee continues work on fire district funding challenges. Chief Holsey provided legislative testimony focused on GEMT funding; passage of the bill has resulted in the District receiving prior funds owed, benefiting the upcoming fiscal year's beginning balance.

Notable activities included meetings related to finance system changes, labor relations, legislative work, EMS and fire service conferences, coordination with state and local partners, Firewise participation, and providing Captain-level shift coverage due to staffing shortages and brought in professionals to provide further training on Microsoft Teams and ImageTrend.

Correspondence/News

An OSFM Grant Amendment was presented to the Board, amending Grant Agreement 2023-OFSCP-025 to extend the expiration date from May 31, 2026, to December 31, 2026, for reporting unused grant funds, and extending the deadline to return any unused funds to January 31, 2027. No action is required.

Old Business

The 2026–27 budget process is underway and remains a primary administrative focus. The District is moving forward with the Caselle financial platform transition, and job descriptions for the Deputy Chief and Finance Director positions were presented for review.

New Business

Copier Replacement Contract:

After discussion, the Board requested additional information regarding the cost comparison of leasing versus purchasing copiers for the District. Chief Holsey will meet with the Office Manager upon her return to gather additional information prior to the next Board meeting.

2027 Levy:

Discussion was held regarding the possibility of placing a levy on the November 2026 ballot, including the option of combining levies to avoid multiple levy measures.

Possible Donation of SQ 481:

Chief Holsey explained the potential receipt of a donated Telesquirt fire truck. Discussion was held regarding the pros and cons of accepting the donation. The Board determined that the benefits outweighed the drawbacks and approved moving forward with preparation of a resolution.

Change date of next Board Meeting:

Due to a scheduling conflict with the Chief's Conference on May 14, 2026, Chief Holsey requested that the May Board meeting be rescheduled. After discussion, the Board agreed to move the May Board meeting to **May 7, 2026, at 9:00 a.m.**

Burning Closure:

Chief Holsey anticipates that the debris burning season will close May 1, 2026 if not sooner depending on weather conditions.

Special Meetings and Workshops

- April 11, 2026, Wildfire Preparedness Fair 1500-1700 La Pine HS
- April 15, 2026, Notice for budget meeting
- April 16, 2026, Chief in Salem SB 454
- April 21, 2026, OPS/Management meeting
- April 23, 2026, Budget Meeting Station 101 1830.
- May 6-7 DC Assessment Center
- May 11-14 OFCA Conference Chief Holsey, Chief Daugherty will be in attendance

Good of the Order

None

Next Regular Meeting

May 7, 2026, at 9:00 a.m. at Station 101.

Regular Board Meeting Adjourned at 10:49 a.m. and board members went into

Executive Session: Pursuant to ORS 192.660 (2) (h) litigation & ORS 192.660 Personnel Issue, 192.660 (2) (d) Labor Contract.

Respectfully Scribed and Submitted
La Pine Rural Fire Protection District

Sandi Mickel

Date Presented to the Board: May 7, 2026