

**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**La Pine Rural Fire Protection District**  
**May 7, 2026**

**Open Meeting**

Dir. Michael Vietzke opened the meeting at 10:47 a.m. following a break from the adjournment of the 2026-27 Budget Meeting.

**Roll Call**

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

Staff Present: Chief Erick Holsey, Assistant Chief Dan Daugherty, Office Manager Joyce Engberg and Administrative Assistant Sandi Mickel

Staff Absent: Dir. Dan Robinette left after the 2026-27 Budget Meeting adjourned.

Guests: None

Union Representative: None

**Approval of Consent Agenda**

**Changes to the Agenda**

None

**Open Forum for Public Comment**

None

**Employee Recognition:**

None

**Review and Approval of minutes from April 9, 2026, Board of Directors Regular Meeting.**

## **Financials**

Chief Holsey reported that this month's financial review provides an overall look at the budget in both revenue and expenditures. Tax receipts have been received and continue to arrive gradually, with revenues currently meeting projections. He noted that the possibility remains that the District may be required to repay a portion of Deschutes County tax revenue, which could also affect revenue from Klamath County. Chief Holsey further explained that the District is approaching the end of the OSFM capacity grant, and funding for two positions will need to come directly from general fund revenues beginning in FY 2027. He stated that the loss of this grant funding will require careful financial planning. He also noted that the District is in the final year of one of its operational levies and will need to plan for renewal, either in November 2026 or in May 2027.

### **Revenue Overview**

Chief Holsey reported that the District has met projections for tax revenues at this point in the year, with collections currently at the 100 percent target. He stated that ambulance revenues and miscellaneous income continue and are reflected in this month's revenue totals and further noted that ambulance revenue for the month exceeded anticipated collection amounts but has begun to plateau. EMS revenues continue to remain on track.

### **Expense Overview**

Chief Holsey reported that overall expenses are currently trending within budgeted amounts and that personnel services and overtime remain in line with projections. He stated that some expenses in the breakdowns category will be moved to Capital, as discussed during the FY 2026–27 Budget Meeting, and that employment taxes appear elevated due to the retirement of AC Daugherty that occurred earlier in the current fiscal year. He further explained that the maintenance and relations categories will require ongoing monitoring and may require a transfer from contingency due to retirements, equipment breakdowns, and septic issues at Station 102.

### **Monthly Expenses Paid**

April 2026 Financials

We move to approve:

Check #35335 to check #35354 for \$40,583.05,

Check #35357 to check #35367 for \$2,603.42;

And Check #35369 to check #35405 for \$120,645.93;

EFT payments equaling \$260,601.71;

And Direct Deposit payroll payments equaling \$179,689.85

for total monthly expenses paid of \$603,583.96

Dir. Johnson abstains from approval of Integrity Auto credit via CBCharge totaling \$4,476.12, and Dir. Robinette abstains from approval of La Pine Ace Hardware payment of \$148.90.

**Motion: Dir. Adams**

**Second: Dir. Lesueur**

**Vote: Motion passed unanimously, 4 – 0.**

## **Management Reports**

### **Union Report**

None

### **Chief's Report**

Chief Holsey reported that the district experienced another active month, balancing next-year budget development, staffing interviews, and ongoing emergency response operations. Construction projects continue across the district, and community members have begun defensible-space work ahead of fire season. Over the past month, significant progress was made across training, interagency coordination, emergency planning, and administrative operations.

## **Correspondence/News**

The Chief presented three key items for Board review and consideration:

- New FSA Agreement Materials outlining the updated Flexible Spending Account (FSA) Agreement with Gallagher / HealthInvest were provided for review.
- Oregon Department of Forestry Cooperator Agreement detailing operational expectations and cooperative wildfire-response provisions.
- Memo from Chief Daugherty – Workback Assignment & Benefits Continuation Request
  - Continuation of his workback assignment until all accrued vacation leave is exhausted, with an anticipated end date of July 7, 2026.
  - Continuation of district-provided health insurance coverage through August 2026, aligning with his eligibility for Medicare beginning that month.

## **Old Business**

Chief Holsey reported that the 2026–27 budget process has been fully completed, concluding all required development steps and positioning the district for the upcoming fiscal year.

He noted that the Caselle financial software transition remains in progress, with configuration, data alignment, and workflow mapping actively underway. The project is on schedule, with an anticipated go-live date of July 1, 2026, ensuring continuity of financial operations.

Regarding the Finance Director position, Chief Holsey explained that recruitment efforts are ongoing. Interviews have been completed, and the district is currently evaluating candidates to determine the appropriate next steps toward final selection.

## **New Business**

The Chief presented two capital items for Board review and consideration:

- Capital Replacement of Legacy VHF Radios — The district's aging VHF radio equipment has reached end-of-life, prompting the need for replacement to maintain operational reliability, interoperability, and compliance with current communications standards.

Dir. Johnson asked who does the installation of the radios. Chief Holsey explained that 911 Dispatch does the installation.

**Motion: Dir. Adams**

**Second: Dir. Lesueur**

**Vote: Motion passed unanimously, 4 – 0.**

- Capital Procurement of Power-LOAD Cot System — The Chief outlined the proposed acquisition of a Power-LOAD cot system to enhance patient handling safety, reduce lifting injuries, and improve EMS operational efficiency.

**Motion: Dir. Adams**

**Second: Dir. Johnson**

**Vote: Motion passed unanimously, 4 – 0.**

## **Special Meetings and Workshops**

- May 6, 2026, Deputy Chief Assessment
- May 11-May 14 OFCA Conference Chief Holsey/Chief Daugherty will be in attendance
- May 19, 2026, OPS/Management meeting
- May 21, 2026, Chief in Salem SB 454

**Good of the Order**

None

**Next Regular Meeting**

June 11, 2026, at 9:00 a.m. at Station 101.

***Regular Board Meeting Adjourned at 11:19 a.m.***

Respectfully Scribed and Submitted  
La Pine Rural Fire Protection District

*Sandi Mickel*

*Date Presented to the Board: June 11, 2026*