

BOARD OF DIRECTORS REGULAR MEETING MINUTES
La Pine Rural Fire Protection District
February 6, 2025

Open Meeting

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

Roll Call

Directors Present: Chairman Michael Vietzke, Dir. Robin Adams, Dir. Jeremy Johnson, Dir. Dan Robinette, and Dir. Rex Lesueur (joined via phone)

Staff Present: Chief Erick Holsey, Training Officer Lt. Joey Sawyer, Acting Office Manager Joyce Engberg, Acting Administrative Assistant Sandi Mickel

Staff Absent: Asst. Chief Dan Daugherty due to illness

Guests: Captain Ty Miller, Eng Paul Stevenson

Approval of Consent Agenda

Changes to the Agenda

Chief Holsey has additions under the correspondence section and will address when meeting gets to that section and Jim Fister will be there at 10 a.m. for Mission, Vision and Values Statement Workshop. Dir. Robin Adams suggests moving samples for the workshop from Correspondence to New Business.

Open Forum for Public Comment

Public Comment: None

Employee Recognition:

Chief Holsey and Lt. Joey Sawyer recognized and commended FM Sean Perry and FM Seth Johnson for completing their one-year probation. The Oath of Office was given by Chief Holsey, and the families of the firefighters were recognized for their support.

Approval of minutes from the February 2025, Board of Directors Regular Meeting

Financials

Chief Hosley stated regarding Revenues that taxes have slowed. The District has received about 97% of the budget and anticipates reaching the 2024-25 budget by year end. EMS receipts are trending over budget while FireMed shows below budget and Admin will do some heavier trending on FireMed going forward. Regarding expenditure, overtime is staying where it needs to be. Cpt. Miller, Lt. DeLorto, Lt. Bonito and FM Erwin are doing a great job with managing the EMS Supplies consumables. Line items in budget are accurate.

Dir Adams asked when anticipated Grant Income will be received. Chief Holsey responded that about \$35,000 has been received from the Safer Grant and that there may be some items incorrectly categorized. The additional income was unanticipated AV income. The OSFM Grant, which is a 3-year personnel grant and will be ending next budget year, is a carryover for next budget year. The budget will increase with the annual 3% tax increase, creating a cost neutral budget for one year.

Dir. Lesueur asked if we would have any exposure on a Federal level that would impact any grant income. Most of the funding is from state or private grants and the District should not see much impact.

Dir. Adams commented that on Overtime that District is right where expected.

Office Manager Joyce Engberg commented that the financials are getting more accurate as the backlog of liabilities are being corrected.

Monthly Expenses Paid

Action: Dir. Adams moved to approve the following:

**Check #34207 for \$67.69,
Check #34209 to 34211 for \$208.00,
Check #34212 to 34241 for \$97,908.00,
Check #34243 to 34295 for \$55,075.87,
EFT payments equaling \$151,286.48,
and QuickBooks Services payments of \$242,186.41,
for total monthly expenses paid of \$546,732.45**

**Chairman Vietzke made motion to accept.
Seconded by Dir. Johnson. Motion passed, 5-0.**

Management Reports

Dir. Robin Adams asked about the Estimated cost for project is \$XXX under the Management report. Chief Holsey did not get final numbers at the time the binders were produced.

Union Report

Union President Paul Stevenson share the positive experience had in this new role.

Training Report

Lt. Sawyer reported that Resource One for classroom training, hazmat ops are going on now. Will be hosting a class at District and is statewide training event. Pediatric Advanced Life Support (PALS) training is coming up and have spoken with some of the COCC instructors who have commented that we have the best students in school, and they are meeting and exceeding expectations. Positive hiring response for the fire fighter/paramedic position with 6 candidates and a conditional offer has been accepted by the top candidate.

Dir. Michael Vietze asked if any major incident has been identified in the community and is there training for such events. Chief Holsey commented that our county is behind on such training and the focus has been on the Cascade Mountains and potential earthquakes.

Chief's Report

No questions

Correspondence/News

Fire district properties received letters, as did the District, from the Department of Forestry regarding wildfire hazard zones and the La Pine Urban Renewal Agency report for FY 2023-24 included for your review.

Chief Holsey received a great email from Hayden Jones from DPSST extending gratitude for sending Nat Adams to Warm Springs to participate in the Live Fire Instructor and Instructor-in-Charge class and taking on a more leadership role and interacting with firefighters.

Mark Wolf email correspondence regarding the Inter-Governmental Agreement (IGA) regarding several parties that are suing over tax distributions.

Old Business

Dir. Johnson asked what the Sunriver Fire collaboration is and Chief Holsey explained that there has been some collaboration between the District and Sunriver Fire on how both can work together to help each other out due to limited revenues.

Board Policy #300.08

Copy of the sick leave policy has been submitted to the Union. This will be tabled until the March 2025 board meeting.

New Business

Chiefs went to Prineville to visit the new fire station, and they had a seismic retrofit done and were able to also do a remodel at same time and had an opportunity to discuss the process. It is comparable to what the District has applied for and seems feasible. Seismic remodel would need further discussions since it would affect the capital budget.

Paid Leave Oregon Policy does not have too much change.

The Board Policy #300 has been pushed to next month.

Special Meetings and Workshops

None

Good of the Order

None

Next Regular Meeting

April 10, 2025, at 9:00 a.m. at Station 101.

Regular Board Meeting Adjourned at 10:05 a.m.

Respectfully Scribed and Submitted
La Pine Rural Fire Protection District
Administrative Staff

*Date Presented to Board: **March 13, 2025***