

BOARD OF DIRECTORS REGULAR MEETING MINUTES
La Pine Rural Fire Protection District
May 15, 2025

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. Dan Robinette joined by phone and then in person at 9:25 a.m., Dir. Jeremy Johnson arrived at 9:55 a.m.

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

Staff Absent: Dir. Rex Lesueur

Guests: Captain Ty Miller and FM Kelcie Ames

Approval of Consent Agenda

Changes to the Agenda

None

Open Forum for Public Comment

None

Employee Recognition:

None

Review and Approval of minutes from May 15, 2025, Board of Directors Regular Meeting as well as the May 15, 2025 Budget Committee Meeting.

Resolution # 25-02 - Resolution Adopting the Supplemental Budget was read aloud by Chief Holsey.

Action: Dir. Vietzke called for a vote. Dir. Adams moved to approve Resolution # 25-02 as written (with changes), seconded by Dir. Robinette. Motion passed, 3-0

Resolution # 25-03 – A Resolution Authorizing the Transfer of Funds from the General Fund to the Post Employment Health Fund was read aloud by Chief Holsey.

Action: Dir. Vietzke called for a vote. Dir. Adams moved to approve Resolution # 25-03 as written, seconded by Dir. Robinette. Motion passed, 3-0

Resolution # 25-01 – A Resolution Adopting the 2025-26 FY Budget was read aloud by Chief Holsey.

Action: Dir. Vietzke called for a vote. Dir. Adams moved to approve Resolution # 25-03 as written, seconded by Dir. Robinette. Motion passed, 3-0

Financials

Chief Holsey reported that this month's financial review provides insight into the overall budget and as the District continues to progress in cleaning up the finances, some reports will be updated to provide a better visual representation of the overall finances.

Tax revenues from Deschutes and Klamath counties have reached 103% of projections, a positive indicator. However, their slowdown means future revenue growth from this source is unlikely. EMS income is performing well, exceeding expectations by 20%, while miscellaneous and FireMed memberships have declined.

The state's handling of the GEMT program remains problematic, affecting revenue expectations. While the CCO program has received some funds, Fee For Service revenues—historically the largest contributors are still being debated at the legislative level. OFCA's efforts to push for policy corrections could be crucial in resolving these issues.

As the district reaches the midpoint of its OSFM capacity grant, future planning is essential. In FY 2027, funding for two positions will need to be shifted to the general fund, requiring a strategy to absorb these costs without disrupting services.

The overall revenue projection remains slightly below expectations at 98.6%, but confidence is high that 100% of the target will be reached by June 30, 2025. The normalization of line-item expenses is a positive development, reducing financial volatility ahead of next year's audit report.

Monthly Expenses Paid

Action: Dir. Adams moved to approve the following:

Check #34399 to check #34400 for \$3,661.28,
check #34433 to check #34449 for \$18,901.54,
check #34452 to check #34489 for \$45,367.04,
and check #34491 to check #34522 for \$80,492.13,
EFT payments equaling \$137,364.08,
and QuickBooks Services payments equaling \$162,771.38,
for total monthly expenses paid of \$448,557.45

Seconded by Dir. Robinette. Motion passed, 5-0.

Management Reports

Union Report

None

Chief's Report

Alarm reports show that crews responded to a total of 257 alarms in May which is an increase to May 2024 alarms of 189 and is above the monthly average of 226 alarms in 2024.

Notable Activities and actions that took place during the month:

- Attended Oregon State Fire Marshal's Office Fire Defense Board Chief Training.
- Attended Oregon Fire Chief's Association Spring conference.
- Attended the Oregon Fire Chief's Wildfire Round table.
- Support Services and Chief Holsey provided manpower for the first aid station for the Newberry Regional
- Partnership clean up in May.
- Attended a fuels reduction trip to see the effects of fuels treatment and logging operations in our area.
- Final presented budget passed out of committee.
- Met with Caselle to get overview of their financial platform.
- Please welcome a new hire, Kelcie Ames.
- Backyard burning is closed as of June 1st.

Correspondence/News

National Fire Protection Association Survey

Old Business

Board Policy 100.14 District Use of Facilities by Public

Facility Use Form

Board Policy 100.15 Public Meeting No Weapons Policy

New Business

Review of Draft Board Policy 300.9 Chief Officers OT Eligibility

Special Meetings and Workshops

Ops/Management meeting June 18, 2025, 08:30 Station 101

Good of the Order

Chief Holsey announced that a formal offer had been presented to Acting Administrative Assistant Sandi Mickel and had been accepted. Beginning July 1, 2025, she will begin as a direct full-time employee to the District.

Dir. Vietzke announced some general housekeeping items as noted below.

- The Sunriver Fire Department Chief Boos will cover for both the District Chiefs on June 14, 2025, should any need arise while they are out of the area.
- Board meeting breakfast will be suspended for the summer.
- Reminded Capt. Miller, Chief Holsey and Chief Daugherty that the board would like to be made aware of any team issues, especially considering the latest incidents so that they can assist in getting the team any help they might need.
- Dir. Robin Adams and Dir. Jeremy Johnson will take the Oath of Office at the next board meeting as well as elect Officers.

Next Regular Meeting

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

Regular Board Meeting Adjourned at 10:38 a.m. and board members went into Executive Session pursuant to ORS 192.006

Respectfully Scribed and Submitted
La Pine Rural Fire Protection District
Sandi Mickel

Date Presented to Board: July 10, 2025