

BOARD OF DIRECTORS REGULAR MEETING MINUTES
La Pine Rural Fire Protection District
August 14, 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. Jeremy Johnson and Rex Lesueur, Dir. Dan Robinette

Staff Present: Chief Erick Holsey, Administrative Assistant Sandi Mickel

Staff Absent: Assistant Chief Dan Daugherty, Office Manager Joyce Engberg, Union Rep Paul Stevenson

Guests: None

Approval of Consent Agenda

Changes to the Agenda

Chief Holsey provided the following updates to the Agenda:

- Legislative Update: A new item was added to Correspondence regarding House Bill 39.40
- Citizen Correspondence: An email from a community member was added to the Correspondence section for board review.
- Agenda Adjustment: The report from Summer Sears will be moved to follow the Oath of Office segment to better align with meeting flow and priorities.

Oath of Office Cermonies

We are pleased to announce the formal swearing-in of two dedicated members of our team:

- Director Robinette officially took the Oath of Office, administered by Administrative Assistant Mickel.
- Firefighter/Paramedic Taylor Jernigan was officially sworn in by Chief Holsey, marking the transition from probationary status to full service within the department. This milestone follows the successful completion of a one-year probation period, demonstrating dedication, professionalism, and readiness to

serve in this vital role.

These ceremonies reflect our continued commitment to professionalism, integrity, and community service. Please join us in welcoming and congratulating both individuals as they step into their responsibilities with honor and dedication.

Open Forum for Public Comment

None

Employee Recognition:

None

Review and Approval of minutes from July 10, 2025, Board of Directors Regular Meeting.

Dir. Adams moved to adopt July 2025, minutes as presented, was seconded by Dir. Johnson. **Motion passed, 5-0**

Financials

This month's financial review offers a comprehensive look at both revenue and expenditure, with several key developments and ongoing concerns:

Budget Reporting & Visualization

- Reports are being updated to better reflect financial data visually, aiding transparency and strategic planning.
- Expense categories are being cleaned up to support clearer audits and more accurate forecasting.

Key Financial Risks & Legislative Impacts

- Deschutes County Tax Payback: Still a potential and could impact Kalamth County sources as well.
- GEMT Funding: Receipts remain below expectations. The Oregon Health Authority's delay in the Fee For Service program continues to hinder revenue.
- Federal Legislation ("Big Beautiful Bill"): While ambulance services aren't directly mentioned, indirect impacts on Medicare and GEMT funding are possible.
- Balanced Billing Legislation: Passed during the session; may affect ambulance reimbursement rates.

Capacity Grant Planning

- The OSFM capacity grant is at its midpoint. Funding for two positions will shift to the general fund in FY 2027, requiring proactive budget adjustments.

Revenue Overview

Revenues are expected to remain limited over the next few months, as the District has not yet begun receiving tax revenue. This delay is consistent with the typical fiscal cycle and has been anticipated in budget planning.

Despite this, operational income continues to provide support. Ambulance revenues for the current month have exceeded projected collections, offering a positive offset to the stagnant tax revenue period. Miscellaneous income sources, including address sign sales and GEMT CCO program contributions, are also reflected in this month's totals.

Monthly Expenses Paid

Action: Dir. Adams moved to approve the following:

Check #34748 to check #34763 for \$12,352.34,
and check #34765 to check #34768 for \$3,447.14,
and check #3470 to check #34771 for \$33,241.70,
and check #34774 to check #34789 for \$12,337.36,
and check #34791 to check #34800 for \$94,516.12,
and check #34925 to check #34933 for \$11,482.07.
EFT payments equaling \$320,861.44.
and QuickBooks Services payments equaling \$188,551.54,
for total monthly expenses paid of \$676,789.71.

Dir. Lesueur motioned to approve, seconded by Dir. Vietzke.

Motion passed, 5-0.

Management Reports

Union Report

None

Chief's Report

Student Reserve Pilot Program Enhances Fire Season Preparedness

With fire season in full swing—marked by high temperatures and an increase in Red Flag Warnings—the District has taken proactive steps to maintain operational readiness. A new part-time pilot program has been launched to integrate student reserves into daily staffing.

This initiative offers a valuable opportunity for students to gain hands-on experience by working alongside seasoned Firefighters and Paramedics. One to three student reserve members are assigned to assist with alarms and provide additional support during peak activity periods.

The program not only strengthens the District's response capabilities during a critical time but also fosters mentorship and professional development for future emergency service personnel.

Fiscal Year Closeout & Upcoming Audit

The 2023–2024 fiscal year has officially concluded, and comprehensive board reports will be distributed to District Board members at the upcoming board meeting.

Looking ahead, the fiscal year 2024–2025 audit is scheduled to be conducted on-site, ensuring a thorough and transparent evaluation of district finances. At this time, it is anticipated that no extensions will be required, reflecting the District's continued commitment to timely and accurate financial reporting.

Project Status Update

Current district projects are progressing steadily:

- **Station 102 Phone System Upgrade:** The project is currently in the bid process, with efforts underway to secure a more competitive quote from LS Networks for a VOIP (Voice Over Internet Protocol) system. The assigned project manager is on medical leave and is expected to return by August 21st, at which point further coordination will resume.
- **Casel Transition Project:** Movement toward implementation is advancing. One final meeting date is being scheduled to address remaining questions. The project is slated to begin following Joyce's return and the completion of the fiscal audit, ensuring a smooth and well-timed launch.

Operational Activity Report

In June, La Pine Rural Fire Protection District crews responded to a total of 261 alarms, reflecting a slight decrease compared to 271 alarms in June of the previous year. However, this figure remains above the monthly 2024 average of 226 alarms, indicating sustained demand for emergency services.

Despite seasonal fluctuations and increased activity during fire season, our crews continue to demonstrate unwavering commitment to public safety and service excellence. Their responsiveness and professionalism remain a cornerstone of the District's mission.

Correspondence/News

Jolene Fire Response:

A public announcement was issued by the City of La Pine recognizing the swift and coordinated response to the Jolene Fire, which broke out on BLM land adjacent to the city on July 23, 2025. Thanks to immediate action by the Deschutes County Sheriff's Office, La Pine Rural Fire Protection District, and U.S. Forest Service crews, the fire was contained quickly, preventing further spread and damage. The City commended all agency partners for their dedication to public safety

Balance Billing Legislation – HB 3243:

The Oregon Legislature has passed House Bill 3243, which prohibits balance billing for ground ambulance services in certain circumstances. The bill requires ambulance providers to report local rates to the Department of Consumer and Business Services (DCBS) and establishes a database to enhance billing transparency. While the legislation is set to take effect on January 1, 2026, its impact on current billing practices remains unclear, and further guidance from DCBS is expected

Old Business

Mission Statement Review

The District Mission Statement was presented to board members for an additional round of review. Chief Holsey emphasized the importance of finalizing the statement to ensure it accurately reflects the District's values, priorities, and commitment to service. The goal is to complete this process at the next board meeting, aligning the finalized statement with strategic planning efforts and upcoming public communications.

Fire District Public Meeting “No Weapons” Policy

Board Policy 100.15.1

Dir. Adams motioned to approve, seconded by Dir. Johnson.

Motion passed, 5-0.

New Business

- Board Policy 100.16 Organizational Values was submitted for the District Board to review.

- Board Policy 300.10 Attendance and Punctuation Policy

Dir. Adams motioned to accept as submitted, seconded by Dir. Vietzke.

Motion passed, 5-0.

- MOU Filling AIC Positions
Discussion support City of La Pine addressing BLM
- Discussion weekly admin report (can go into executive session if you wish under 192.660 executive review)

Special Meetings and Workshops

Ops/Management meeting August 29, 2025, 0830 Station 101

Good of the Order

None

Next Regular Meeting

September 11, 2025, at 9:00 a.m. at Station 101.

Regular Board Meeting Adjourned at 10:40 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: September 11, 2025