

BOARD OF DIRECTORS REGULAR MEETING MINUTES
La Pine Rural Fire Protection District
March 14, 2024

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, and Dir. Troy Waddell, Dir. Rex Lesueur (via Zoom Link)

Directors Absent: N/A

Staff Present: Chief Erick Holsey, Asst. Chief Dan Daugherty, Lt. Joey Sawyer, Financial Administrator Joshua Billeter and Office Manager Tammie Waters

Staff Absent: N/A

Approval of Consent Agenda- Chief Holsey asked to move the Training Report up to employee recognition section, as Lt. Sawyer is on a time crunch.

Action: Dir. Adams moved to approve motion, seconded by Chairman Vietzke. Motion passed.

Chief Holsey opened up the meeting with the employee recognition section. Matt Pinkerton got promoted to Engineer. Lucas Seney got off of probation and is now a full-time employee.

Lt. Sawyer talked about the training report next, mentioning the four new hires that just completed the academy. Dir. Waddell asked if there has been any update on the buildings to be demolished, Lt. Sawyer responded by saying that he has not heard anything and will continue to reach out.

Chairman Vietzke made a motion to approve the February Minutes. Dir. Adams required a slight correction before approving minutes, if the corrections get made then motion will be approved

Action: Dir. Adams moved to approve motion, seconded by Dir. Waddell. Motion passed unanimously, 5-0.

Financials

Financial Administrator Billeter opened his report by mentioning updates. He first mentions that they have found what they believe to be a correct unappropriated ending fund balance, which is the absolute minimum that we know that we will need to function for the fiscal year. He then goes on to talk about our revenues and expenses last fiscal year and how they look compared to the projections for the current fiscal year. Talked about troubled line items and gave an estimate on how we stand and what items to watch out for. Dir. Adams asked a question about line item 5104 and what the 55% equals and for what time frame does this cover. Chief Holsey responded with information on this regarding the GEMT Revenue. Dir. Adams also had a question about line item 6920 about bank fees, and asked if this was based on the line of credit that we have. Office Manager Waters responded. The last question that Dir. Adams asked was about line item 8130 and asked if we see this line item trending down. Chief Holsey responded that we are going to update this line item for the new fiscal year.

Monthly Expenses by Vendor

N/A

Monthly Expenses Paid

Chairman Vietzke called for a motion to pay bills.

Action: Dir Adams moved to approve bills paid in the amount of \$596,722.34, Seconded by Dir. Waddell. Motion passed unanimously, 5-0.

Union Report-

Lt. Lohner started by talking about the challenges they have had with the district and how they are remedying all of these challenges. He then talked about what is going on with the world in terms of those challenges facing Fire Fighters as a whole. Dir. Johnson asked a question regarding the Union and whether it is clear to them how important cancer prevention is for their members. Lt. Lohner responded by saying that this is an important topic when it comes to the Union. Dir. Waddell reiterated that the district does not have an extractor and that introducing the clean cab concept could be introduced relatively inexpensively. The Union and the district are working on a plan that is going to work on these challenges.

Management Reports-

Chief Holsey started talking about the Management Report.

- SDAO Conference
- High-rise, high-density housing concern
- Legislative Update – Senate Bill 1537 Housing Bill
- Bill 4157 – reduce retirement age for Fire Fighters
- Bill 4045 – VA's under a Police Official a new classification

Dir. Adams had a question on the NFPA survey that was provided. The question was related to the difference in number of fires listed on the survey and what is on the management reports. Chief Holsey responded.

Regular Board Meeting Break at 10:32

Regular Board Meeting back in session at 10:37

Correspondence/News:

Chief Holsey talked about correspondence and updates on this and news.

- Letter from Concerned Citizen – over ambulance billing policy
- Approved for \$190,000 in Capital from Senator
- Updated Software update
- Thank you note from Sunriver Fire for Christmas Basket

Old Business- Chief Holsey gave an overview and update of the following:

- A. Updated Financial Policies
- B. Levy Planning – got everything submitted
- C. Heather w/ State Fire Marshall wants to connect
- D. Dollar millage rate increase for schools
- E. Sunriver Fire Collaboration

New Business

- A. Board Policy 5-01 – cannot deny transport, Chief Holsey makes a suggestion to rescind this policy

Action: Dir. Adams moved to rescind Policy 5-01, seconded by Dir. Johnson. Motion passed unanimously, 5-0

- B. Ambulance Billing Policy – reevaluate these rates, Chief Holsey makes a suggestion to change the basic life rate to the ALS rate. Dir. Adams made a suggestion to increase medical basic life support and non-diagnostic to \$75

Action: Dir. Adams moved to approve Policy 200.27.12, seconded by Chairman Vietzke. Motion passed unanimously, 5-0

Amended Previous Board Action: Dir. Adams moved to amend Policy 200.27.3.2 for making BLS rate the same as the ALS rate, seconded by Dir. Waddell. Motion passed unanimously, 5-0

- C. Water Leak Update – Asst. Chief Daugherty has no update at this time.
- D. HVAC Update – Station 101 and Station 103 have been completed. Admin is the only one that needs to be completed at this time

- E. Budget Committee – need four more members for this
- F. Review Public Meeting Laws

Appeals

N/A

Good of the Order-

No new Good of the Order

Regular Board Meeting Adjourned at 11:57 a.m.

Next Regular Meeting: April 11, 2024 at 9:00 a.m.

Executive Session Following Board Meeting, pursuant to ORS.192.660, Litigation 192.669, 192.660

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

Date Presented to Board and Approval: April 11, 2024

Board Secretary



Board President


