

**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**La Pine Rural Fire Protection District**  
**April 11, 2024**

**Open Meeting**

Dir. Michael Vietzke opened the meeting at 9:00 a.m. and led the flag salute.

**Roll Call**

Directors Present: Chairman Michael Vietzke, Dir. Robin Adams, Dir. Troy Waddell, Dir. Rex Lesueur

Directors Absent: Dir. Jeremy Johnson

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

Staff Absent: Lt. Joey Sawyer

Approval of Consent Agenda- Chief Holsey asked to update the time that Senator Linthicum was coming to the meeting, which is changing to after the executive session. Chairman Vietzke asked if any one of the board members would like to have electronic agendas and not paper copies, just as something to think about.

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

Chief Holsey expressed that there was no employee recognition this month.

Dir. Adams was tasked with introducing Representative Phil Chang. Rep. Chang spent a few minutes talking about his plans for the next election year as he is running for reelection. Q&A continued back and forth with Rep. Chang for several minutes until there were no more questions or comments.

**Action: Dir. Adams moved to approve approval of the minutes (with changes) seconded by Dir. Waddell. Motion passed, 4-0.**

**Financials**

Financial Administrator Billeter opened his report by mentioning updates, He mentioned that our new current new income projected for the fiscal has slightly increased from around 804K to arrive 860K, indicating a positive month. He goes on to talk about the P&L for the current

month of March which was negative, explaining that with the additional payroll and more expenses this month, these are the factors why. Chairman Vietzke asked questions about the totals on a couple of the lines and whether they should match the total or not. Administrator Billeter responded with no, that these bullet points were just a snapshot of the lines not all of the lines were included in that. Administrator Billeter reiterates that as a whole we are looking in better shape, it was just that the current month of March had a negative profit and loss, but that we still are trending positive for the YTD. Administrator Billeter talked about the potentially problem categories and line items that were included.

Dir. Waddell made a comment regarding the month of March and stated that it seems like this month there were a lot more line items that were over budgeted than in previous months. Chief Holsey explained that it seems that way but in reality, we just need to keep focused on the YTD P&L and that is a much more accurate snapshot.

### **Monthly Expenses by Vendor**

N/A

### **Monthly Expenses Paid**

Chairman Vietzke asked what the \$5,400 purchase was for Chief Holsey's credit card, Chief responded that this was due to a catastrophic even that happened. Dir. Waddell asked what the purchase of Mt, Bachelor fitness was, Chief Holsey said that this was for the maintenance of the gym equipment.

Dir. Adams moved to approve the expenses paid.

**Action: Dir Adams moved to approve bills paid in the amount of \$540,359.65, Seconded by Chairman Vietzke. Motion passed, 4-0.**

### **Union Report-**

Lt. Lohner talked about the overall moral is increasing with the Union. Continued support and understanding for the mental health aspect of this job.

### **Management Reports-**

Chief Holsey started talking about the Management Report.

- Update on Audit – will reach out to the auditor
- Meeting with Radio Club
- Outreach with Veterans Community
- Our experience mod increasing
- Chimney fire

- Legislative updates – China Hat Road
- Legislative Bill updates

### Correspondence/News:

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

- Extension ladder need for community update

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

- A. Levy Planning
- B. Open House May 11
- C. Sunriver Fire Collaboration Continuation

Regular Board Meeting Break at 10:32

Regular Board Meeting back in session at 10:36

### New Business

- A. Budget Member Committee Approval

**Action: Dir. Adams moved to approve, seconded by Dir. Lesueur. Motion passed, 4-0**

- B. Policy #24-05

**Action: Dir. Adams moved to approve Policy #24-05, seconded by Dir. Lesueur. Motion passed, 4-0**

- C. Pacific Source Contract

**Action: Dir. Adams moved to approve, seconded by Dir. Lesueur. Motion passed, 4-0**

- D. Memorandum

**Action: Dir. Adams moved to approve, seconded by Dir. Lesueur. Motion passed, 4-0**

### Appeals

N/A

**Good of the Order-**

No new Good of the Order

**Regular Board Meeting Adjourned at 11:06 a.m.**

**Next Regular Meeting: May 9, 2024 at 9:00 a.m.**

**Executive Session Following Board Meeting**

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


*Date Presented to Board and Approval: May 9, 2024*

*Board Secretary*



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*Board President*



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