

MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT

**12525 Hwy 202, Mist, OR 97016
(503) 755-2710 or FAX (503) 755-2556**

Board Meeting Minutes

June 16, 2026

Board Members Present:

Pamela Owen (President), Larry Boxman (Vice-President), Rene Armstrong (Secretary), Paul Ramsey (Personnel Representative), Diana Keeney (Treasurer)

Staff Present:

Fire Chief Joe Kaczinski, Training Division Chief Will Steinweg, Director of Administrative Services Marianne Berg, Administrative Resource Specialist Ann Berg

Others Present:

-Barbara Smith

A. Flag Salute

-The meeting was called to order at 19:00 hours by President Pamela Owen with the flag salute.

B. Additions to Agenda

-None

C. Public Comment

-None

D. Board Minutes

-The May 19, 2026 Board Meeting Minutes were reviewed by the Board.

The following amendments to the minutes were made:

- Section J, last bullet – Remove the apostrophe after “90” and add it before.
- Section M, last bullet – Correct the spelling of “Boxman”.
- Section N, first bullet – Remove the apostrophe from “Farmers Market”.

A motion was made by Director Paul Ramsey to approve the May 19, 2026 board minutes as amended. Director Larry Boxman seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman, Diana Keeney, and Rene Armstrong gave a yes vote. The motion carries.

E. Monthly Expenditures

-The Board discussed the monthly expenditure reports with the Fire Chief and staff and addressed related questions.

A motion was made by Director Larry Boxman to approve the May 2026 Expenditures Reports as presented. Director Rene Armstrong seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman, Diana Keeney, and Rene Armstrong gave a yes vote. The motion carries.

F. Fire Chief's Report

- Chief Joe Kaczenski presented the Chief's May 2026 Report to the Board. The Fire Chief's Report can be found in the June 2026 Board Packet.

G. Volunteer Association

- No Report

H. Unfinished Business

- No update on FEPP

- Chief Kaczenski sent additional pictures to the bunk room project liaison. The engineers are currently working on the drawings.

- Chief Steinweg has not heard back from either interested parties who offered to remove the junk vehicles.

I. Policies

- Policy 3920, Personnel Cell Phone Stipend, was presented to the Board.

A motion was made by Director Larry Boxman to adopt Policy 3920, Personnel Cell Phone Stipend as presented. Director Diana Keeney seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman, Diana Keeney, and Rene Armstrong gave a yes vote. The motion carries.

J. Correspondence

-None

K. Committee Reports

- A Workplace Health and Safety Committee (WHaSC) update was given by Fire Chief Joe Kaczenski.

- One incidents/injuries/exposures was reported. Discussion and recommendations were made
- Discussion of newsletter topics
- Fishhawk Station work party discussion
- Working on updating station inspection forms
- Station inspections are scheduled for July
- The next WHaSC meeting will be held on August 11th @ 9 a.m.

L. New Business

- None

M. Board Member Comments

- None

N. Good of the Order

- Chief Kaczenski informed the Board that three OSFM Grant Seasonal Firefighters started this week and will work through the 2nd of October.

- Chief Kaczenski and Chief Steinweg attended the Oregon Fallen Firefighters Memorial today.

- Chief Kaczenski is planning to take some vacation time at the end of June and the beginning of July.

Meeting Adjourned:

A motion was made by Director Paul Ramsey to adjourn the meeting at 19:32. Director Larry Boxman seconded the motion. Directors Pamela Owen, Larry Boxman, Paul Ramsey, Diana Keeney, and Rene Armstrong gave a yes vote. The motion carried.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Rene Armstrong", with a long, sweeping horizontal line extending to the right.

Rene Armstrong
Secretary
MCB