

MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT
12525 Hwy 202, Mist, OR 97016
(503) 755-2710 or FAX (503) 755-2556

Board Meeting Minutes
June 17, 2025

Board Members Present:

Pamela Owen (President), Paul Ramsey (Vice President) (Personnel Representative), Rene Armstrong (Secretary), Larry Boxman (Director), and Barbara Smith (Treasurer).

Staff Present:

Fire Chief Joe Kaczenski, Training Division Chief Will Steinweg, and Director of Administrative Services Marianne Berg.

Others Present:

-Volunteer Lieutenant Brent Dass, Volunteer Ginger Kaczenski, Diana Rodriguez (Via Zoom), and Anonymous (Via Zoom).

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 20, 2025 Board Meeting Minutes were reviewed by the Board.

A motion was made by Director Larry Boxman to approve the May 20, 2025 Board Minutes with the following amendments:

Others Present: Add an "e" to the end of "Karri"

D. Board minutes: Remove the word "Director"

N. Good of the Order: Fourth bullet point, change the "16th" to the "17th".

Director Barbara Smith seconded the motion. Directors Pamela Owen, Larry Boxman, Rene Armstrong, Barbara Smith, and Paul Ramsey gave a yes vote. The motion carries.

E. Monthly Expenditures

The Board engaged in a discussion with the Fire Chief and staff pertaining to the questions and answers related to the monthly expenditure reports presented.

A motion was made by Director Barbara Smith to approve the May 2025 Expenditures Reports as presented.

Director Rene Armstrong seconded the motion. Directors Barbara Smith, Larry Boxman, Rene Armstrong, Paul Ramsey, and Pamela Owen gave a yes vote. The motion carries.

F. Fire Chief's Report

-Chief Joe Kaczenski presented the April and May 2025 Chief's Report to the Board. See copy of Fire Chief's Report in the June 2025 Board Packet.

G. Volunteer Association

-Lieutenant Brent Dass thanked the Chiefs for allowing the volunteers to attend the Fallen Firefighter Memorial today in Salem.

H. Unfinished Business

-No update on FEPP

-No update on bunk rooms

I. Policies

-No policies submitted

J. Correspondence

-None presented

K. Committee Reports

-A Workplace Health and Safety Committee (WHaSC) update was given by Fire Chief Joe Kaczenski. No injuries, illnesses, or events to report. Newsletter is slated to come out as a summer edition. Station inspections will be performed in July. The next meeting has not yet been scheduled.

- Director Larry Boxman informed the Board that the 2025 Community Assessment Survey has been sent out via USPS. Director Marianne Berg added that the survey is on the MBRPFD Facebook page, website, and hard copies are available at the main station. Chief Kaczenski confirmed from previous minutes that Chief Steinweg was appointed to the Committee and should be included in email communications. Chief Kaczenski suggested that the Committee determine how to compile data from the surveys received. The Committee had previously discussed reaching out to community members who had a negative view on the past levy vote. Chief Kaczenski suggested it might be beneficial to speak with these individuals in person to gather their perspectives. He recommended that another official, rather than himself, undertake this task as he may not be well-received by these individuals. The Committee discussed which officials could go door to door to reach out to certain individuals.

L. New Business

-None

M. Board Member Comments

-Director Barbara Smith commented that it has been a pleasure working with the MBRPFD Board and Staff (This is Director Smith's last MBRPFD board meeting as a Director).

N. Good of the Order

-Chief Kaczenski commented on the following:

- The new Director of EMS has started the onboarding process. She has been participating remotely and will be gradually increasing her hours.
- The Fire District has a plan in place for the Hwy 47 road closure.

- Elsie-Vinemaple RFPD is trying to establish a scholarship fund for Fire Science students at Jewell. The E-V RFPD Volunteers, now a 501(c)(3) organization, seek ten founding members to each donate \$10,000. Contributors will be honored on a name plaque at the station. The goal is to award one \$5,000 scholarship annually to a Fire Science student.
- Chief Kaczinski presented Director Barbara Smith with a years-of-service clock for her eleven years of service on the MBRFPD Board of Directors.

Meeting Adjourned:

A motion was made by Director Rene Armstrong to adjourn the meeting at 19:47. Director Larry Boxman seconded the motion. Directors Pamela Owen, Paul Ramsey, Larry Boxman, Rene Armstrong, and Barbara Smith all gave a yes vote. The motion carried.

Respectfully Submitted,



Rene Armstrong
Secretary
MCB