

REDMOND FIRE & RESCUE  
BOARD MEETING MINUTES  
March 18, 2026

BOARD PRESENT: President Jessica Meyer, Vice President John Blanton, Secretary/Treasurer Earl Fisher, Member Gary Ollerenshaw, and Member Dick Knorr.

STAFF PRESENT: Fire Chief Ryan Herrera, Deputy Chief Dustin Miller, Human Resources Manager Diane Cox, Fire Marshal Tom Mooney, Administrative Assistant Katie Annene, EMS Captain Luke Jerome, Captain Kevin Broadsword, BC Josh Clark, Firefighter Jerold Mix, Firefighter Elizabeth Ramirez-Hatch, Firefighter Francesca McLean, and Firefighter Kyle White. Payroll/HR Specialist Jessica Jackson and CFO Jodi Burch appeared electronically.

STAFF ABSENT: None

PUBLIC PRESENT: Glen Kearns from Accuity appeared electronically.

CALL TO ORDER: President Meyer called the meeting to order at 9:30 am.

ROLL CALL: All present.

AGENDA CHANGES:

Engineer Brett Hulstrom introduced the five (5) newly hired Firefighter/Paramedics.

PACKET DOCUMENTS FOR INFORMATION:

Member Blanton inquired whether the battalion chiefs are included in the daily staffing graph on the operations report. Chief Miller confirmed that they are. Member Blanton then asked if it would be feasible to implement an 8-5 paramedic crew to address peak-time call volumes rather than assigning those calls to on-duty firefighter/paramedics. Chief Miller explained that the district had previously utilized a similar model, referred to as a Peak Command Crew, but faced challenges in staffing it. Chief Herrera added that the current priority is achieving and maintaining the basic staffing levels required for daily operations.

Member Meyer noted that February comprised an even four (4) weeks, which made the call log data particularly consistent and interesting.

Chief Miller suggested that the Board take the next month to review the year-end statistics report and to bring any questions to the following meeting. The Board agreed.

Member Meyer commented on the vehicle, tent & RV fires included in the report and asked how tent fires are defined. Chief Miller explained that they are defined as “outside shelter” fires, a designation intended to capture incidents involving the houseless population.

CONSENT AGENDA:

1. Meeting Minutes – February 18, 2026

Board Member Knorr made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Blanton and approved unanimously with a vote of 5-0.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION:

Glen Kearns from Accuity provided a comprehensive review of the audit.

Member Ollerenshaw asked about the additional staffing needs referenced in the report. Mr. Kearns explained that overall staffing levels within the accounting department could be improved. Chief Herrera added that this concern contributed to the recent change in Payroll/HR Specialist Jackson's title. He noted that payroll and accounts payable responsibilities have been transitioned, while CFO Burch continues to oversee the budget.

Member Meyer asked whether this was a new audit finding and whether adequate staffing was in place to address it. Mr. Kearns stated that while the accounting process is functional, it requires further refinement. Chief Herrera noted that the same finding appeared in the previous year's audit. CFO Burch added that improvements are in progress, and that documentation of processes has been the primary issue.

Member Meyer stated that the Board would like to be emailed copies of the audit material.

REPORTS:

1. Chief Miller provided a brief overview of the District's vehicle branding.

Member Meyer asked whether the branding updates would have an impact on the budget. Chief Miller confirmed that they would not.

Member Knorr initiated a discussion regarding the labeling of the District's ambulances as "medics", expressing concern that the public may be confused about the distinction between a medic unit and an ambulance, as well as who is providing the service.

Member Ollerenshaw noted that the black lettering on the vehicles is difficult to read and suggested that white lettering may offer better visibility. Chief Miller responded that the units are clearly branded to identify the agency that owns and operates them. Member Blanton agreed that increased visibility would be beneficial.

Member Meyer commented that although the Board has authority over policy and budget, it should consider whether this level of detail constitutes unnecessary micromanagement. She questioned how much direction the Board should provide beyond general recommendations.

Member Fisher stated that the discussion should be more structured and moved to table the item until the following month. The motion did not receive support and did not move forward.

Chief Herrera explained that a branding committee exists and that he would like to take the Board's feedback to the committee for consideration. In response to a question from Member Meyer,

Member Knorr stated that he would be interested in understanding public perception of the District's vehicles.

HR Manager Cox noted that the District conducted a poll during the levy process, which revealed widespread public confusion regarding ambulances – not only locally but more broadly. She added that there were recommendations for increased public education on the services RFR provides. Member Knorr requested a copy of the poll results.

Member Meyer asked whether the term “medic” is used on both BLS and ALS units. Chief Herrera confirmed that it is, and Chief Miller added that they are stocked identical was well. Chief Miller concluded the discussion by stating that he would bring the Board's comments back to the branding committee.

#### ACTION ITEMS:

1. Finding of Fact

Chief Herrera provided an overview of the Construction Manager/General Contractor (CM/GC) construction delivery method proposed for the Station 404 Seismic Rehabilitation project.

Member Meyer inquired about the cost savings aspect of this method. Chief Herrera clarified that the CM/GC approach does not create any financial liability for the District. He added that this method broadens the pool of qualified contractors, particularly those with specialized expertise relevant to the project.

Board Member Fisher made a motion to approve the use of the Construction Manager/General Contractor (CM/GC) construction delivery method for the Redmond Fire Station 404 Seismic Rehabilitation project, as authorized under ORS 279C.337 and ORS 279C.335(2), based on the published Findings of Fact demonstrating that competitive bidding is not practical or in the public's best interest for this project. The motion was seconded by Board Member Ollerenshaw and approved unanimously with a vote of 5-0.

#### FIRE CHIEF COMMENTS:

Chief Herrera gave the Board a report on the following topics:

1. Appreciation

Chief Herrera expressed his appreciation to EMS Captain Jerome and all personnel who contributed to the EMS Academy. He also recognized Engineer Brett Hulstrom for coordinating the Fire Academy, as well as HR Manager Cox, Chief Miller and all members of the hiring committee involved in the selection process for the Chief of Training position. He noted that Tim Craig of Sisters Fire District has been offered the position, with a tentative start date of May 1. Chief Herrera also thanked Payroll/HR Specialist Jackson for her efforts in coordinating blood draws and annual physicals for all employees.

2. Update on Community Initiative Project (CIP)

Two separate CIP requests were submitted on February 22. The first request, totaling approximately \$2.5M, to fund the purchase of a ladder truck. The second request, for

approximately \$473K, for exhaust removal systems at all District stations. No final decisions have been made regarding either request.

NEW BUSINESS: None.

OLD BUSINESS:

1. Budget Committee

HR Manager Cox reviewed the application submitted from Randy Graves for the open position on the Budget Committee. She informed the Board that they could choose to approve the application at this meeting or wait until the next meeting in case additional applications are received.

Member Fisher noted that Mr. Graves has done a wonderful job at the senior center.

Member Meyer asked which committee member was unable to attend this year's budget meeting. HR Manager Cox stated that it was Sharon Harris. The Board determined that a vote on Mr. Graves' appointment would proceed at this meeting.

Board Member Ollerenshaw made a motion to approve appointing Randy Graves to the Budget Committee. The motion was seconded by Board Member Fisher and approved unanimously with a vote of 5-0.

Member Blanton confirmed that one additional possible vacancy remains on the Budget Committee.

Member Ollerenshaw stated that he would like to see the remaining position filled by someone who can reliably attend the meetings.

Member Meyer expressed interest in keeping the application period open for another month to identify a replacement for Budget Committee Member Harris.

Member Blanton asked which committee member had recently agreed to extend their term. HR Manager Cox responded that it was Josh Warner.

2. Compensation Study for Fire Chief

Member Fisher reported that he and Member Ollerenshaw met with HR Manager Cox and found no reason not to approve the proposed compensation adjustment. Accordingly, a 4% increase will take effect on July 1. He added that he appreciates the hard work and leadership Chief Herrera has demonstrated.

BOARD MEMBER COMMENTS:

Member Ollerenshaw confirmed that ethics training would take place following the meeting.


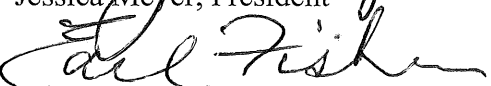
Member Blanton expressed his appreciation to staff and the Firefighter/Paramedics for their outstanding work and for representing the Board with excellence.

Member Fisher echoed Member Blanton's remarks and noted his appreciation for the hard work contributed by all personnel.

BOARD PRESIDENT COMMENTS: None.

ADJOURN: Being no further business, Board Member Ollerenshaw moved to adjourn. The motion was seconded by Board Member Fisher and was approved unanimously with a vote of 5-0. The meeting was adjourned at 10:46 am.

Approved:

 _____ Jessica Meyer, President	April 15, 2026 Date
 _____ Earl Fisher, Secretary/Treasurer	April 15, 2026 Date

Attest:

 _____ Katie Annen, Administrative Assistant II	April 15, 2026 Date
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