REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
November 19, 2025

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, Chief Financial Officer Jodi Burch, Captain Sean Hagen, Engineer Eric Englegau, Firefighter Justin Troup, Confidential Administrative Specialist Jessica Jackson, and Administrative Assistant Katie Annen.

STAFF ABSENT: None

PUBLIC PRESENT: None

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

ROLL CALL: All present.

AGENDA CHANGES: Addition of Resolution No. 2025-22 pending discussion during executive session.

PACKET DOCUMENTS FOR INFORMATION:
Chief Financial Officer, Jodi Burch, went over the financial report, noting the addition of a year-to-date projection column. All funds are expected to remain in line with the budget. Property tax figures have also been released, showing approximately 4.8% growth within the district.

Member Blanton asked about Net Revenue Over Expenditures and the source of those funds. Burch explained that this amount reflects retained earnings, and the -$1.5M budget variance was intentional due to the $1.6M transfer from the General Fund to the Capital Fund. This led to a broader discussion about cash-on-hand.

Member Ollerenshaw asked if we are still making payments on a 2015 Pierce. Burch explained that the loan terms were long back then, and we typically don't finance them for that long anymore, noting the unit is almost paid off.

Member Blanton asked Chief Miller whether an ambulance had been out of service for a few days when the staffing levels dropped to fifteen (15) last month. Chief Miller explained that when staffing falls short, an ambulance is temporarily closed, and out-station staffing is prioritized to ensure crews of three (3). Member Blanton also inquired about the ops report, and Chief Miller explained that over the thirty (30) day period, there were fourteen (14) calls on a Thursday at 10:00 am. Member Blanton then asked how many crews can be deployed at a time. Chief Miller responded that it depends on the nature of the call and required resources, but typically fire crews can be deployed from Terrebonne, Cline Falls, and Downtown, along with three (3) ambulances.

Member Fisher asked whether any distinct pattern had emerged in call activity. Chief Miller noted that October was our busiest month of the year and that we are on track to surpass last year's call volume. He added that call times are widely scattered, with no consistent day or time pattern.

CONSENT AGENDA:
1. Meeting Minutes – October 15, 2025

Board Member Fisher made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Ollerenshaw and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

REPORTS: None

ACTION ITEMS: None

FIRE CHIEF COMMENTS:
Chief Herrera gave the Board a report on the following topics:

1. Tri-annual Drill
   The drill was conducted on October 23rd, with Captain Crye serving as Incident Commander who performed well in the role. All participating agencies identified valuable lessons learned. Aside from having a few I.T. issues, the drill was successful.

2. Surplus
   The engine and medic units have both been sold, paid for, and picked up.

3. Strategic Plan
   The committee met on October 27th and spent time reviewing and clarifying the goals. Some timelines were adjusted to reflect that certain goals will remain ongoing through the end of the plan in 2027. The committee will continue to meet regularly to review progress and stay on track.

4. Station 404 Reimbursements of Funds
   A monthly invoice will be submitted to Business Oregon, and as long as at least $5K has been spent, we will receive reimbursement.

5. Hiring
   The hiring processes for EMT and FFPM are nearly complete, with only the Chief's interviews for EMT candidates remaining. The Civil Service Commission recently met and certified the FFPM eligibility list, which includes fifteen (15) candidates. We

anticipate hiring up to six (6) firefighters, depending on the Training Captain position recruitment process.

Member Meyer asked for clarification on the hiring of FFPMs and the Training Captain position. Chief Herrera explained that the current captain is nearing the end of their three (3) year commitment, and an internal process has begun to identify a replacement. If the position is filled internally, six (6) FFPMs will be hired; if it must be filled externally, five (5) will be hired. A brief discussion followed regarding the logistics of the hiring process.

Several board members raised questions and concerns about the strategic plan. Chief Hererra will provide all members with a copy of the document and deliver quarterly updates at future board meetings. The board agreed to review the plan for discussion at next month's meeting, at which time they will determine whether a separate work session is needed.

Member Blanton asked about the start date for Station 4. Chief Herrera explained that he is still waiting for legal counsel to review the agreement. Once that review is complete, the design phase will begin, taking approximately 6-9 months before construction can start.

EXECUTIVE SESSION:
President Meyer recessed the regular session at 10:27 am and opened an executive session at 10:27 am per ORS192-660(2)(e) authorizing an executive session "to conduct deliberations with persons designated by the governing body to negotiate real property transactions."

Oregon law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.

President Meyer closed the executive session at 10:46 am and resumed the regular session at 10:46 am.

Board Member Ollerenshaw made a motion to approve Resolution No. 2025-22 for the sale of District property located at 7170 SW Canal Blvd and to authorize the Fire Chief to sign all necessary real estate documents on behalf of the District. The motion was seconded by Board Member Fisher.

A vote was called and the motion passed unanimously.

NEW BUSINESS: None

OLD BUSINESS: None

BOARD MEMBER COMMENTS:
Member Ollerenshaw commented that when he heard that the 2003 firetruck had been sold, it made him remember that he was on the Budget Committee when it was purchased and that it was nice to see the comment that was posted by COCC when they purchased it.

Member Ollerenshaw also asked about the registration deadline for the SDAO conference. There will be no virtual options to attend this conference.

Member Blanton wished everyone a wonderful Thanksgiving and expressed his gratitude for the firefighters, staff, and chiefs. He also said he is thankful for the opportunity to represent the citizens and thanked everyone for all they do.

Member Fisher echoed Member Blanton's sentiments, expressed appreciation for the responsiveness of the staff, and wished everyone a happy Thanksgiving.

BOARD PRESIDENT COMMENTS: None.

ADJOURN: Being no further business, Board Member Fisher moved to adjourn. The motion was seconded by Board Member Ollerenshaw and was approved by unanimous vote. The meeting was adjourned at 10:52 am.

Approved:

	December 17, 2025
Jessica Meyer, President	Date
	December 17, 2025
Earl Fisher, Secretary/Treasurer	Date

Attest:

	December 17, 2025
Katie Annen, Administrative Assistant	Date