

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, December 8, 2022

Microsoft Teams meeting

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I. Call to Order & Flag Salute

II. Public Comment

"This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President."

Audience Participation

III. Consent Agenda

- A. Approve Minutes from 11-10 -22 regular meeting
- B. Approve 11-10 -22 Expense Account activity
- C. 11-10 -22 Budget vs. Actual

IV. Statistical Data

- A. Ambulance Activity Report
- B. Response Activity Report
- C. UAS Flight Summary

V. Staff Reports

- A. Chief's Report
- B. Operations Report
- C. EMS Operations Report
- D. Fire Marshal & Training Report

E. Finance Report

VI. Old Business

VII. Committee Reports

A. Management Team

B. Long Range Planning Committee

C. Awards & Incentives

VIII. Miscellaneous

IX. New Business

X. Good of the Order

Thank you from Catherine Ross

XI. Adjourn

Pursuant to ORS 192.640(1), the Board of Directors for the Scappoose Fire District reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published.

PREVIOUS MEETING MINUTES

Scappoose Rural Fire District

Board of Directors Regular Meeting Minutes

Microsoft Teams Meeting

November 10, 2022

Attendance: President Reeves, Vice President Gift, Director Graham, Director Sorenson. Director Kriech was excused.

Also in attendance: Chief Pricher, Chief Marks, Lt. Heuer, FF Gandara, FF Dietz, FF Zimbrick, FF Hughes.

- I. **Call to Order & Flag Salute:** President Susan Reeves called the meeting to order and led the Pledge of Allegiance at 7:00 pm.
- II. **Public Comment:** There was no public comment.
- III. **Consent Agenda:** Director Graham moved to approve the consent agenda. Director Sorenson seconded. Director Graham asked what iStream is in the Profit & Loss Detail report. Chief Pricher explained that the P & L Detail report included all revenues. iStream is a healthcare portal through which Scappoose Fire receives EMS receipts.
Motion carried unanimously.
- IV. **Statistical Data:**
Ambulance Activity Report: Director's noted the increase in EMS Revenue over 2021, and a busy month for transports in October 2022.
Response Activity Report: Present Reeves noted that these data-driven reports are helpful to the Board. The four-year history report is new and if the director's like seeing four-year history, we will continue using it. 2019 data shows duty officer response as high due to our involvement in the IGA.
UAS Flight Summary: Chief Pricher shared photos of flights from October, explaining how the UAS program helps document size and other characteristics of fires which saves agencies time and resources.
- V. **Staff Reports:**
Chief's Report: Chief Pricher answered questions from director's regarding his report. Director Sorenson asked if there were any updates on new grant awards, specifically the Safer Grant. No distributions have been made since Sept. 21, 2022. There was discussion on the length of time it takes when ordering new apparatus and what that could mean for SRFD.

Updates regarding plans for new building and training facility were shared.

Operations Report: Fitch & Associates continues to work on a draft ASA document, but SRFD had no communication with the county. Chief Marks penned a letter

signed by other EMS Chiefs to the County Commissioners regarding this lack of communication. Shortly thereafter, the County Commissioners shared communications with SRFD and other EMS agencies. The commissioners then signed a resolution to extend the ASA through the end of calendar year 2023.

EMS Operations Report: A recent response to Grocery Outlet was discussed.

Fire Marshal & Training Report: The dates used in the report were mentioned as possibly needing to be corrected. Director Gift asked if a drop in driveway projects due to economic issues has been realized.

Finance Report: Directors noted that Contract Services at 72% of budget was due to our work with the consultants helping reconcile our accounts. Discussion of the LB-1, mentioned in the report is shown in the minutes under **Miscellaneous**.

VI. Old Business:

Civil Service Commission: Discussion centered around the current Civil Service Commission that Scappoose Fire District participates in with Columbia River Fire & Rescue. There is confusion for applicants due to the name of the commission. To attract the best candidates, Scappoose Fire proposes creating a new commission and inviting participation from other agencies within the county. The name of the commission will be shared with other participating agencies so applicants can easily choose the agency to which they want to apply. Directors asked about costs involved with the creation of a new commission, as well as level of difficulty in finding commissioners. The new commission will begin July 1, 2023. Directors asked audience members for their input on the current and proposed commission.

Director Graham moved to create a generically named civil service commission with other agencies in the county. Director Sorenson seconded.

Motion carried unanimously.

VII. Committee Reports:

Management Team: Met prior to the Board meeting.

Long Range Planning: This committee is scheduled to begin after the first of the year.

Awards & Incentives: This committee will be meeting in December with MO/BA Green. There will be an Awards Banquet in February.

VIII. Miscellaneous:

The corrections to the LB-1 form were explained. No Board action was necessary.

IX. New Business:

Fire Boat Electronics Purchase:

Chief Marks explained the background regarding the need for updated electronics for FB43. He also shared details on the proposed purchase if the Board votes to move forward with the update.

Director Graham moved to approve the purchase of two (2) Axiom Pro 16 RVX Multifunction Displays with Real Vision 3D, 1kW CHIRP Sonar Navionics U.S. and Coastal Charts and accompanying cables and adapters to interface with current electronics on the fire boat, not to exceed \$16,000. Director Gift seconded.

Motion carried unanimously.

Access Changes to Financial Accounts:

Director Sorenson moved to remove Mike Bloomquist and Alex Tardif from all SRFD financial accounts, including US Bank and Local Government Investment Pool.

Director Gift seconded.

Motion carried unanimously.

Director Sorenson moved to add Maria Heath to all SRFD financial accounts, including US Bank and Local Government Investment Pool. Director Graham seconded.

Motion carried unanimously.

Director Sorenson moved to add a US Bank credit card in Karleigh Booth's name and remove the current card with Maria Heath's name. Director Gift seconded.

Motion carried unanimously.

X. Good of the Order:

Directors read a letter from Empact Northwest, which expressed appreciation for allowing Chief Bautista to deploy to Florida for disaster relief after Hurricane Ian.

XI. Adjournment: The meeting adjourned at 8:25 pm.

Susan Reeves, Board President

Submitted by: Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses			
Income			
1. GENERAL FUND REVENUES			
EMS Receipts			
11/01/2022	SDW	MMIS Medicaid	306.58
11/01/2022	SDW	Providence Health	475.37
11/01/2022	SDW	Noridian WAORAK	842.12
11/02/2022	SDW	Noridian WAORAK	1,472.75
11/02/2022	SDW	MCROR claim	295.43
11/03/2022	SDW	iStream	8,058.54
11/03/2022	SDW	PacificSource	2,237.80
11/04/2022	SDW	TriCare for Life	107.26
11/04/2022	SDW	Patient pymt	2,028.80
11/04/2022	SDW	Noridian WAORAK	3,051.31
11/07/2022	SDW	Regence BCBCO	4,146.00
11/08/2022	Commercial Adjustment	Oct. collections	123.34
11/08/2022	SDW	Noridian WAORAK	1,434.41
11/08/2022	Commercial Adjustment	Oct. collections	88.16
11/08/2022	CalPERS	Patient pymt	110.78
11/08/2022	SDW	United Healthcare	345.46
11/08/2022	Moda Health	Patient pymt	304.93
11/09/2022	SDW	Patient pymt (\$100-2.50)	97.50
11/09/2022	SDW	Noridian WAORAK	447.48
11/10/2022	SDW	Humana	336.01
11/10/2022	SDW	iStream from SDW	8,413.44
11/10/2022	SDW	United Healthcare	625.69
11/10/2022	SDW	United Healthcare	272.15
11/10/2022	SDW	Noridian WAORAK	416.67
11/14/2022	OHSU Health Services	Insurance pymt	443.12
11/14/2022	SDW	Patient pymt (\$125-3.19)	121.87
11/14/2022	Cigna	Insurance pymt	406.86
11/14/2022	SDW	Regence BCBCO	4,667.60
11/14/2022	SDW	Noridian WAORAK	2,583.21
11/14/2022	Moda Health	Insurance pymt	121.81
11/15/2022	SDW	patient pymt (\$25-2.00)	23.00
11/15/2022	SDW	Medicaid Oregon	63.21
11/15/2022	SDW	United Healthcare	333.66
11/16/2022	SDW	Treasury 310 VA insur.	1,843.80
11/16/2022	SDW	United Healthcare	465.56
11/16/2022	SDW	Noridian WAORAK	474.36
11/17/2022	SDW	United Healthcare	455.79

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
11/17/2022	SDW	iStream	5,533.99
11/17/2022	SDW	Treasury 310 VA payment	9,126.40
11/18/2022	SDW	Noridian WAORAK	901.10
11/21/2022	SDW	Regence BCBCO	2,230.30
11/21/2022	SDW	United Healthcare	321.10
11/21/2022	SDW	Noridian WAORAK	485.68
11/22/2022	SDW	United Healthcare	335.77
11/22/2022	SDW	Medicaid Oregon	250.75
11/22/2022	SDW	Patient pymt (\$75-2)	73.00
11/23/2022	SDW	Noridian WAORAK	487.56
11/23/2022	SDW	Patient pymt (\$50-2)	48.00
11/25/2022	SDW	Aetna Ins pymt	710.86
11/25/2022	SDW	United Healthcare	853.66
11/25/2022	SDW	Patient pymt	23.00
11/25/2022	SDW	iStream	22,423.49
11/28/2022	Moda Health	Insurance pymt	120.84
11/28/2022	SDW	Noridian WAORAK	443.30
11/29/2022	SDW	Patient pymt	146.25
11/30/2022	SDW	Noridian WAORAK	2,863.32
11/30/2022	SDW	Regence BCBCO	446.69
11/30/2022	Moda Health	Insur pymt	1,642.53
Total for EMS Receipts			\$97,509.42
Fire Marshal			
11/08/2022	Stone Builders, Inc.	Driveway Inspection	120.00
11/28/2022		FLS Reviews Col Co.	457.65
Total for Fire Marshal			\$577.65
FireMed			
11/17/2022		Oct '22 membership renewals	11,347.50
Total for FireMed			\$11,347.50
G.E.M.T. (Medicaid)			
11/28/2022	Oregon Health Authority	GEMT -FFS	-4,148.52
Total for G.E.M.T. (Medicaid)			\$ -4,148.52
Miscellaneous Revenue			
11/17/2022		Private fire contract	827.58
11/28/2022		Address signs Sr. Center	37.00
11/28/2022		Donation	200.00
11/28/2022		Donation	200.00
11/28/2022		Dudley private fire contract	993.21
11/28/2022		2 Address signs	18.50
11/30/2022		Private fire contract	362.55
11/30/2022		Private fire contract	1,209.33

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for Miscellaneous Revenue			\$3,848.17
Property Taxes			
Taxes - Current			
Local Option Levy			
11/01/2022	Columbia County	CC turnover 4	179,199.12
11/10/2022	Columbia County	CC turnover 5	271,231.39
11/15/2022	Multnomah County	MC - Oct turnover	13,618.26
11/16/2022	Columbia County	CC - turnover 6	1,235,274.91
11/21/2022	Multnomah County	MC - turnover Nov 1-6	12,985.86
11/22/2022	Columbia County	CC turnover 7	943,476.54
11/28/2022	Multnomah County	MC 12 WK 2	27,745.39
Total for Local Option Levy			\$2,683,531.47
Permanent Rate Levy			
11/01/2022	Columbia County	CC turnover 4	93,224.64
11/10/2022	Columbia County	CC turnover 5	145,983.77
11/15/2022	Multnomah County	MC - Oct turnover	7,626.90
11/16/2022	Columbia County	CC - turnover 6	676,592.93
11/21/2022	Multnomah County	MC - turnover Nov 1-6	7,272.73
11/22/2022	Columbia County	CC turnover 7	521,169.32
11/28/2022	Multnomah County	MC 12 WK 2	16,098.85
Total for Permanent Rate Levy			\$1,467,969.14
Total for Taxes - Current			\$4,151,500.61
Taxes - Prior Years			
11/01/2022	Columbia County	CC turnover 4	5,003.77
11/10/2022	Columbia County	CC turnover 5	894.41
11/15/2022	Multnomah County	MC - Oct turnover	169.42
11/16/2022	Columbia County	CC - turnover 6	2,454.72
11/21/2022	Multnomah County	MC - turnover Nov 1-6	40.12
11/22/2022	Columbia County	CC - turnover 7	3,735.19
11/28/2022	Multnomah County	MC 12 WK 2	65.98
Total for Taxes - Prior Years			\$12,363.61
Total for Property Taxes			\$4,163,864.22
Total for 1. GENERAL FUND REVENUES			\$4,272,998.44
Total for Income			\$4,272,998.44

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Expenses			
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
11/09/2022	S.D.I.S.	Nov Health Insurance	27,258.63
11/09/2022	Standard Insurance	Life, LTD, & AD&D	1,364.17
11/29/2022	HRA VEBA Trust	Standard HRA & PEHP	10,441.63
11/30/2022	Paychex - tax	OR ER Work Benefit	63.73
11/30/2022		Salisbury insurance reimbursement	-758.03
Total for 550 Insurance			\$38,370.13
560 Personnel Salaries			
11/09/2022	American Heritage Life Insurance Co.	Misc employee insurance	136.90
11/09/2022	Principal Financial Group	Employee Insurance	109.99
11/09/2022	Standard Insurance	Short Term Disability	511.85
11/14/2022	P.E.R.S.	EE PERS IAP Contrib	12,811.05
11/28/2022	Tualatin Valley Fire Fighters Union	Union Dues - Nov 2022	2,100.28
11/28/2022	Voya - Oregon Savings Growth Plan	Nov. OSGP contributions	18,134.86
11/28/2022	Inroads Credit Union	Food fund-Oct 2022	920.00
11/29/2022	HRA VEBA Trust	PEHP HRA-employee contrib.	2,683.00
11/30/2022	Paychex - tax	Employee Taxes Withheld	54,535.26
11/30/2022	Oregon Dept. of Justice	Contract payment	805.00
11/30/2022	Paychex Payroll	Deferred Compensation	7,055.17
11/30/2022	Paychex Payroll	FLSA - OT	7,689.09
11/30/2022	Paychex Payroll	Flex spd- cash out	11,304.75
11/30/2022	Paychex Payroll	Incentives	2,076.97
11/30/2022	Paychex Payroll	Longevity	886.10
11/30/2022	Paychex Payroll	Phone pay	50.00
11/30/2022	Paychex Payroll	OT	20,602.74
11/30/2022	Paychex Payroll	Balance of Net Pay	93,833.09
11/30/2022	P.E.R.S.	IAP & Vol Contrib	965.67
11/30/2022	Benefit Help Solutions(FSA)	Flex Savings reimb	1,550.05
Total for 560 Personnel Salaries			\$238,761.82
570 SocSec/Medicare(FICA)			
11/30/2022	Paychex - tax	ER Payroll Taxes	16,952.37
Total for 570 SocSec/Medicare(FICA)			\$16,952.37
580 Volunteer Services			
11/09/2022	Greenup, Cade	Nov cell phone use	34.00
11/28/2022	LOSAP	Admin. fee	187.50

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 580 Volunteer Services			\$221.50
590 Personnel Benefits			
11/14/2022	P.E.R.S.	ER PERS RHIA-UAL Contrib	37.35
11/14/2022	P.E.R.S.	ER Pension PERS Contrib	56,296.61
11/16/2022	Benefit Help Solutions(FSA)	FSA monthly plan fee	125.00
11/30/2022	P.E.R.S.	ER PERS RHIA-UAL Contrib	1,817.22
11/30/2022	P.E.R.S.	ER PERS Pension Contrib	1,798.21
Total for 590 Personnel Benefits			\$60,074.39
Total for 1.1 GENERAL FUND PERSONNEL SVCS			\$354,380.21
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
11/09/2022	Grove Mueller & Swank PC	Interim billing for annual audit	5,500.00
11/28/2022	Local Government Law Group	General counsel	156.00
11/28/2022	Local Government Law Group	Labor matter	598.00
Total for 670 Contract Services			\$6,254.00
750 Maintenance on Equipment			
11/09/2022	Wilcox & Flegel	120 gal midgrade unleaded	517.90
11/09/2022	CRFR	Replace tank fill	466.64
11/09/2022	Pro Automotive & Diesel	Oil Filter	85.00
11/09/2022	Sunset Auto Parts	Auto lift support	127.95
11/09/2022	Pro Automotive & Diesel	Tire for Conflag Trailer	162.19
11/09/2022	Wilcox & Flegel	195 gal bio diesel	858.89
11/10/2022	Sunset Auto Parts	Battery & core deposit	264.10
11/28/2022	Pro Automotive & Diesel	2015 GMC maint.	33.92
11/28/2022	Wilcox & Flegel	115 Bio diesel @ 4.57	525.75
11/28/2022	Wilcox & Flegel	50 unleaded @ 4.59	229.35
11/28/2022	Wilcox & Flegel	335 gal bio diesel @4.47	1,495.88
11/28/2022	Sunset Auto Parts	4 gal DEF	75.96
Total for 750 Maintenance on Equipment			\$4,843.53
760 Administration			
11/01/2022	US Bank	US Bank VISA fees	24.95
11/09/2022	IAFC Membership	Marks membership dues 2022/23	290.00
11/09/2022	Waste Connections	10/16/22 document shredding	115.50
11/09/2022	Pacific Office Automation, Inc.	Clr copy kit overage	267.93
11/09/2022	State of Oregon - Corporate Notary Div.	K Booth Application fee	40.00
11/09/2022	Pacific Office Automation, Inc.	B/W copy charges	52.71
11/15/2022	US Bank	Analysis Service Charge	15.95
11/28/2022	Heath, Maria	Reimburse for TSPC license	197.00
11/28/2022		Share account refund	-5.00
11/30/2022	Paychex Invoice	payroll processing invoice	216.65

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 760 Administration			\$1,215.69
765 Information Technology			
11/09/2022	EMS Technology Solutions, LLC	Op IQ fleet mgmt licenses	120.00
11/09/2022	Kleinberg Tech	October report	210.00
11/09/2022	Centerlogic, Inc.	Monthly billing for Nov.	1,676.50
11/09/2022	Centerlogic, Inc.	1.5 hours @ \$115	172.50
11/28/2022	Spectrum VoIP	VOIP	30.56
11/28/2022	City of Portland	800 MHZ access	157.89
11/28/2022	AT&T Mobility	Wireless phone bill	455.32
11/28/2022	TriZetto Provider Solutions LLC	EMS billing	121.40
11/28/2022	Comcast Business	Main station IT	248.85
11/28/2022	TriTech Emergency Medical Systems, Inc.	Medical billing	250.00
11/28/2022	CenturyLink	Chapman internet	82.95
11/28/2022	Centerlogic, Inc.	7 hrs @ \$115.00/hr	805.00
Total for 765 Information Technology			\$4,330.97
770 Cleaning Materials & Supplies			
11/09/2022	Wayne Martin Flooring Inc.	2 bottles of cleaner	94.00
Total for 770 Cleaning Materials & Supplies			\$94.00
775 Emerg. Operating Supplies			
11/09/2022	Air Safety Northwest	Lithium Battery Fire Kits	592.95
11/28/2022	City of Scappoose	14" Demo- Rescue Dry Blade	288.00
Total for 775 Emerg. Operating Supplies			\$880.95
780 Building & Grounds Maint.			
11/09/2022	Alonzo Yard Maintenance LLC	Holbrook maintenance	200.00
11/09/2022	Systems Management Northwest	maintain Co-Ray Vac heating system	955.96
11/09/2022	Alonzo Yard Maintenance LLC	Holbrook maintenance	200.00
11/09/2022	Alonzo Yard Maintenance LLC	Chapman Sept. maint	200.00
11/09/2022	Paramount Pest Control Inc.	Chapman Station pest control	110.00
11/28/2022	Ace Hardware - Scappoose	lightbulbs	-5.00
11/28/2022	Ace Hardware - Scappoose	lightbulbs	5.00
11/28/2022	Ace Hardware - Scappoose	lightbulbs	4.99
Total for 780 Building & Grounds Maint.			\$1,670.95
790 Training			
11/08/2022	NFPA	Reimburse dup pymt	-454.35
11/28/2022	Miller, Adam	Bckgrnd check fee	85.86
11/28/2022	Miller, Adam	Adv. EMT fees	43.88
11/29/2022	Mathews, Keith	Per diem AEMT class	234.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 790 Training			\$ -90.61
810 Utilities			
11/09/2022	Wilcox & Flegel	Furnace Oil Chapman	149.76
11/09/2022	Graybar Financial Services	Voip phones	299.25
11/09/2022	Waste Management of Oregon, Inc.	monthly Garbage/Recycling	127.45
11/09/2022	Comcast	Xfinity - Acct 0162514	28.20
11/09/2022	Waste Management of Oregon, Inc.	30 yd dumpster	134.97
11/09/2022	P.G.E.	Cleetwood	57.42
11/28/2022	City of Scappoose	Water - base charge	37.58
11/28/2022	N.W. Natural Gas	Acct 447881-4	54.05
11/28/2022	City of Scappoose	Sewer and base water charge	375.39
11/28/2022	CenturyLink	Main station fax line	59.97
11/28/2022	CenturyLink	Chapman phone	62.19
11/28/2022	W.O.E.C.	Acct 13045001 -	392.97
11/28/2022	CRPUD	Boathouse Electricity	46.24
11/28/2022	CRPUD	Main Station Electricity	736.30
Total for 810 Utilities			\$2,561.74
870 EMS Operations			
11/09/2022	EMS Technology Solutions, LLC	Op IQ inventory & asset mgmt licenses	150.00
11/09/2022	Airgas - USA, LLC	Cylinder rental	235.90
11/09/2022	Airgas - USA, LLC	Standard Invoice	624.62
11/09/2022	Life-Assist, Inc.	Misc EMS supplies	2,118.27
11/09/2022	Life-Assist, Inc.	Misc EMS supplies	102.86
11/09/2022	Sasek, Dean MD	Physician Advisor - Nov 2022	691.67
11/09/2022	Life-Assist, Inc.	Misc EMS supplies	162.90
11/09/2022	Life-Assist, Inc.	Misc EMS supplies	41.35
11/09/2022	Airgas - USA, LLC	Standard Invoice	290.82
11/28/2022	Life-Assist, Inc.	Misc EMS supplies	156.28
11/28/2022	Airgas - USA, LLC	Standard Invoice	220.85
11/28/2022	Systems Design West (SDW)	Oct. EMS billing	2,150.29
11/28/2022	DocuMart Printing & Copying	8x10 pediatric guides	210.33
11/28/2022	Life-Assist, Inc.	Misc EMS supplies	136.60
11/28/2022	Airgas - USA, LLC	Oct. Standard Invoice	323.20
Total for 870 EMS Operations			\$7,615.94
Total for 1.2 GENERAL FUND MATERIAL & SVC			\$29,377.16
1.3 GENERAL FUND CAPITL OUTLAY			
910 CO Equipment			
11/28/2022	TSI Incorporated	FIT Testing machine & 5 year warranty	21,034.34
Total for 910 CO Equipment			\$21,034.34
Total for 1.3 GENERAL FUND CAPITL OUTLAY			\$21,034.34
Total for 1...			\$404,791.71

Scappoose Rural Fire Protection District

Profit and Loss Detail

November 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1..GENERAL FUND EXPENDITURES			\$404,791.71
2. GRANT FUND EXPENSE			
11/09/2022	Athena Incident Management. LLC	HMEP Grant (to be reimbursed)	10,000.00
Total for 2. GRANT FUND EXPENSE			\$10,000.00
4. PERSONNEL SVC FUND EXPENSE			
Liability & Service			
11/09/2022	State of Oregon - Employment Dept.	Unemployment for Quinn	897.93
Total for Liability & Service			\$897.93
Total for 4. PERSONNEL SVC FUND EXPENSE			\$897.93
Unapplied Cash Bill Payment Expense			
11/15/2022	US Bank		2,798.94
11/15/2022	US Bank		585.91
11/15/2022	US Bank		2.99
11/15/2022	US Bank		1,219.46
11/15/2022	US Bank		2,064.99
11/21/2022	US Bank		774.71
11/21/2022	US Bank		2,298.04
11/21/2022	US Bank		659.52
11/21/2022	US Bank		100.70
11/21/2022	US Bank		687.61
11/21/2022	US Bank		476.93
11/21/2022	US Bank		1,801.45
Total for Unapplied Cash Bill Payment Expense			\$13,471.25
Total for Expenses			\$429,160.89
Net Income			\$3,843,837.55

BUDGET VS ACTUAL

Scappoose Rural Fire Protection District

Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	2,595,871.16	2,310,420.00	285,451.16	112.35 %
Conflagration	28,811.36	30,000.00	-1,188.64	96.04 %
EMS Receipts	331,683.72	634,781.00	-303,097.28	52.25 %
Fire Marshal	2,420.93	1,000.00	1,420.93	242.09 %
FireMed	13,391.25	20,000.00	-6,608.75	66.96 %
G.E.M.T. (Medicaid)	85,882.28	50,000.00	35,882.28	171.76 %
Gas Royalties		20,000.00	-20,000.00	
Grant Awards	135,000.00	1,000.00	134,000.00	13,500.00 %
Interest Earned on Investments	10,777.93	5,000.00	5,777.93	215.56 %
Miscellaneous Revenue	6,400.03	60,528.00	-54,127.97	10.57 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,683,531.47	2,897,007.00	-213,475.53	92.63 %
Permanent Rate Levy	1,467,969.14	1,629,565.00	-161,595.86	90.08 %
Total Taxes - Current	4,151,500.61	4,526,572.00	-375,071.39	91.71 %
Taxes - Prior Years	79,689.19	85,000.00	-5,310.81	93.75 %
Total Property Taxes	4,231,189.80	4,611,572.00	-380,382.20	91.75 %
Total 1. GENERAL FUND REVENUES	7,441,428.46	7,744,301.00	-302,872.54	96.09 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	1,285.71		1,285.71	
Grant Award		1,000.00	-1,000.00	
Total 2. GRANT FUND REVENUE	1,285.71	1,000.00	285.71	128.57 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	156,550.53	163,099.00	-6,548.47	95.98 %
Interest Earned on Investments	883.08		883.08	
Transfers In	355,000.00	355,000.00	0.00	100.00 %
Total 3. PROPERTY FUND REVENUES	512,433.61	518,099.00	-5,665.39	98.91 %
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	106,665.64	58,128.00	48,537.64	183.50 %
Interest Earned on Investments	601.68		601.68	
Transfers In	100,000.00	100,000.00	0.00	100.00 %
Total 4. PERSONNEL SVCS FUND REVEN	207,267.32	158,128.00	49,139.32	131.08 %
Total Income	\$8,162,415.10	\$8,421,528.00	\$ -259,112.90	96.92 %
GROSS PROFIT	\$8,162,415.10	\$8,421,528.00	\$ -259,112.90	96.92 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	200,860.75	688,500.00	-487,639.25	29.17 %

Scappoose Rural Fire Protection District

Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
560 Personnel Salaries	1,160,103.84	2,896,854.00	-1,736,750.16	40.05 %
570 SocSec/Medicare(FICA)	88,066.09	221,609.00	-133,542.91	39.74 %
580 Volunteer Services	357.50	20,000.00	-19,642.50	1.79 %
590 Personnel Benefits	321,865.45	781,810.00	-459,944.55	41.17 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	1,771,253.63	4,608,773.00	-2,837,519.37	38.43 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	44,030.89	55,000.00	-10,969.11	80.06 %
680 Communications Maintenance	947.99	15,000.00	-14,052.01	6.32 %
720 Public Fire Services	1,522.89	20,000.00	-18,477.11	7.61 %
730 Property & Liability Insur.		70,000.00	-70,000.00	
740 Uniforms	958.44	20,000.00	-19,041.56	4.79 %
750 Maintenance on Equipment	33,343.59	150,000.00	-116,656.41	22.23 %
760 Administration	14,474.39	56,000.00	-41,525.61	25.85 %
765 Information Technology	35,471.73	120,000.00	-84,528.27	29.56 %
770 Cleaning Materials & Supplies	1,381.98	5,000.00	-3,618.02	27.64 %
775 Emerg. Operating Supplies	17,504.73	80,000.00	-62,495.27	21.88 %
780 Building & Grounds Maint.	33,658.12	114,000.00	-80,341.88	29.52 %
790 Training	14,872.01	85,000.00	-70,127.99	17.50 %
810 Utilities	12,613.07	40,000.00	-27,386.93	31.53 %
870 EMS Operations	33,432.20	160,000.00	-126,567.80	20.90 %
Total 1.2 GENERAL FUND MATERIAL & SVC	244,212.03	990,000.00	-745,787.97	24.67 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	51,034.34	225,528.00	-174,493.66	22.63 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	51,034.34	225,528.00	-174,493.66	22.63 %
1.4 GENERAL FUND DEBT				
930 Debt	61,578.06	65,000.00	-3,421.94	94.74 %
Total 1.4 GENERAL FUND DEBT	61,578.06	65,000.00	-3,421.94	94.74 %
Total 1...	2,128,078.06	5,889,301.00	-3,761,222.94	36.13 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	100,000.00	100,000.00	0.00	100.00 %
Transfers to Property Fund	355,000.00	355,000.00	0.00	100.00 %
Total 1.5 GENERAL FUND TRANSFER OUT	455,000.00	455,000.00	0.00	100.00 %
1.6 GENERAL FUND CONTINGENCY		400,000.00	-400,000.00	
1.7 GENERAL RESERVED FOR FUTURE		1,000,000.00	-1,000,000.00	
Total 1..GENERAL FUND EXPENDITURES	2,583,078.06	7,744,301.00	-5,161,222.94	33.35 %
2. GRANT FUND EXPENSE	10,000.00		10,000.00	
2.3 MATERIALS & SERVICES		1,000.00	-1,000.00	
Total 2. GRANT FUND EXPENSE	10,000.00	1,000.00	9,000.00	1,000.00 %
3. PROPERTY FUND CAPITAL OUTLAY				
EMS Apparatus & Equipment		220,599.00	-220,599.00	
Fire Apparatus & Equipment		250,000.00	-250,000.00	

Scappoose Rural Fire Protection District

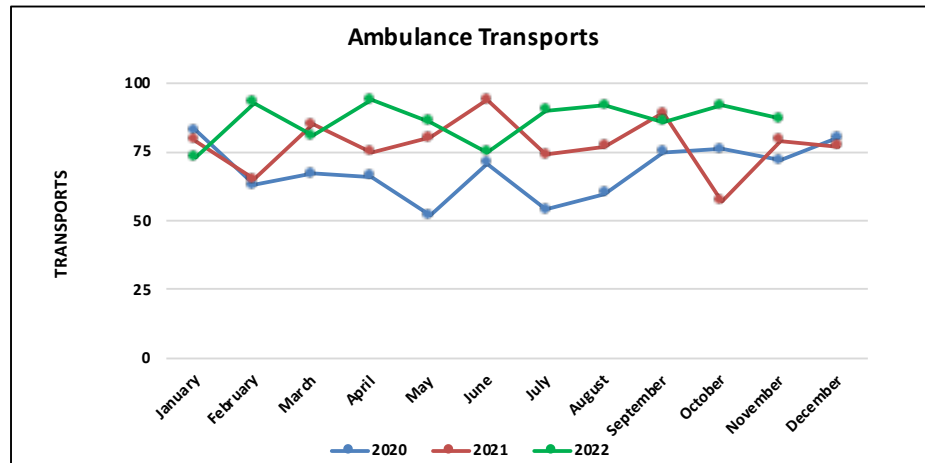
Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

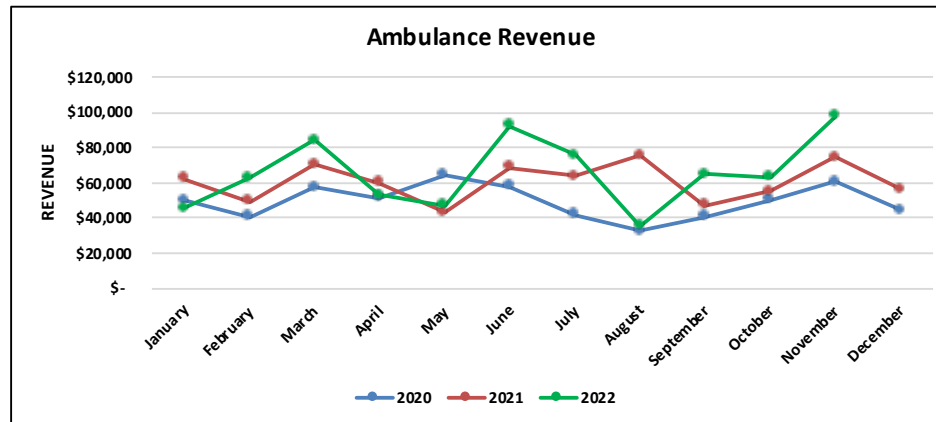
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Miscellaneous Real Property		47,500.00	-47,500.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY		518,099.00	-518,099.00	
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	897.93	150,000.00	-149,102.07	0.60 %
Reserved for Future Expenses		8,128.00	-8,128.00	
Total 4. PERSONNEL SVC FUND EXPENSE	897.93	158,128.00	-157,230.07	0.57 %
Unapplied Cash Bill Payment Expense	1,527.82		1,527.82	
Total Expenses	\$2,595,503.81	\$8,421,528.00	\$ -5,826,024.19	30.82 %
NET OPERATING INCOME	\$5,566,911.29	\$0.00	\$5,566,911.29	0.00%
NET INCOME	\$5,566,911.29	\$0.00	\$5,566,911.29	0.00%

AMBULANCE BILLING & TRANSPORT REPORT

Month	2020	2021	2022
January	83	79	73
February	63	65	93
March	67	85	81
April	66	75	94
May	52	80	86
June	71	94	75
July	54	74	90
August	60	77	92
September	75	89	86
October	76	57	92
November	72	79	87
December	80	77	



Month	2020	2021	2022
January	\$ 49,639	\$ 62,433	\$ 45,385
February	\$ 40,764	\$ 49,564	\$ 62,509
March	\$ 57,548	\$ 70,213	\$ 84,303
April	\$ 51,391	\$ 59,929	\$ 52,956
May	\$ 64,340	\$ 43,379	\$ 47,415
June	\$ 58,014	\$ 68,789	\$ 92,324
July	\$ 42,023	\$ 63,882	\$ 75,581
August	\$ 33,007	\$ 75,612	\$ 35,455
September	\$ 40,574	\$ 47,015	\$ 64,803
October	\$ 50,250	\$ 55,047	\$ 63,485
November	\$ 60,727	\$ 74,287	\$ 97,509
December	\$ 44,503	\$ 56,095	



MONTHLY RESPONSE & ACTIVITY REPORTS

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



NOVEMBER 2022

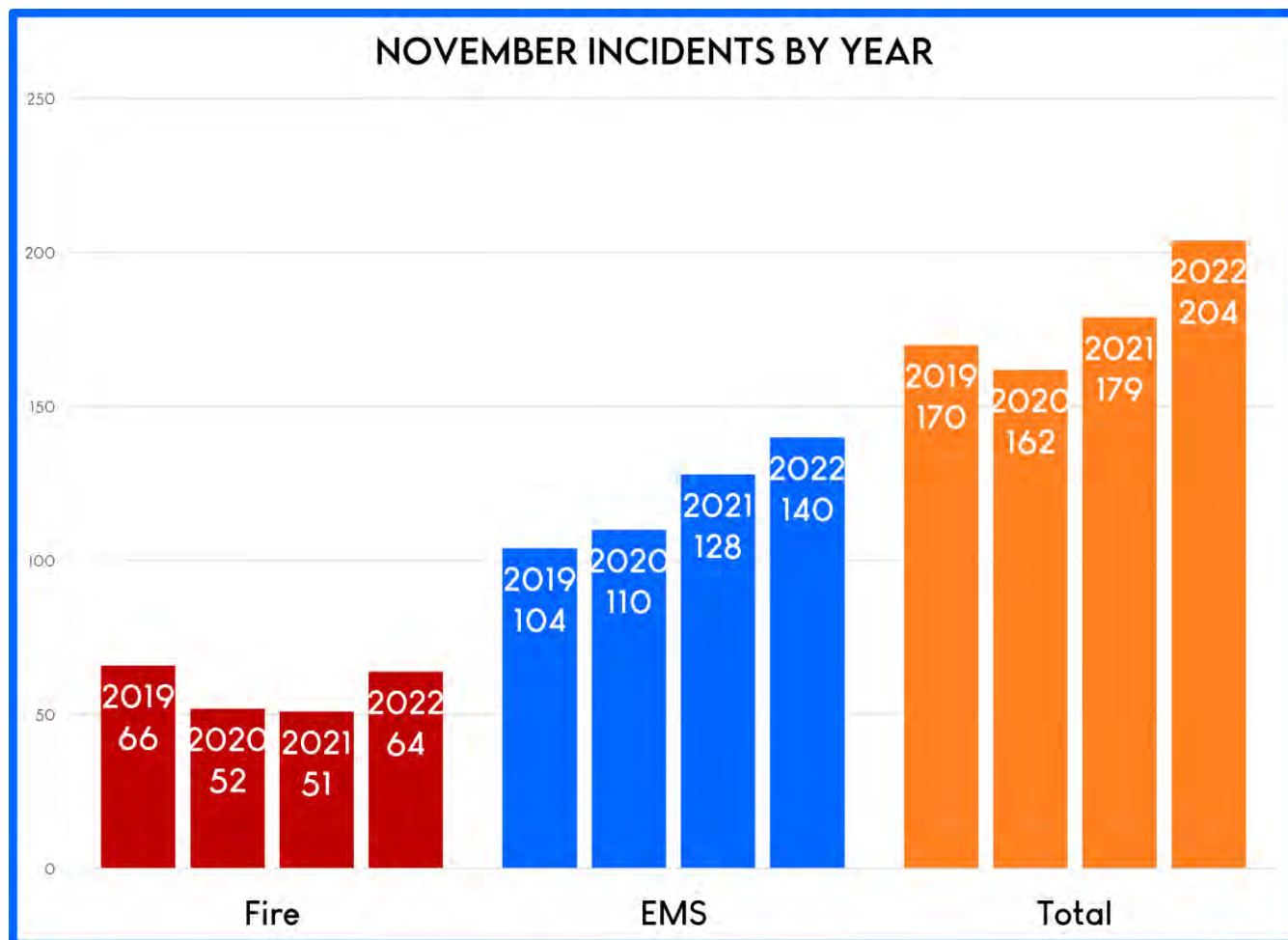
OPERATIONS

For the month of November, the ratio of EMS incidents to Fire incidents was 69% to 31% respectively. Total EMS related calls for the month were 140, including a total of 159 patients treated, with 87 of those transported to area hospitals. COVID-19 was suspected or confirmed in 10 patients.

Approximately 55% of the total call volume (113 incidents) represents overlapping calls (at least one other call in progress). Approximately 39% (26 incidents) of the of the 67 incidents that occurred during the hours of 8 PM to 8 AM represents overlapping calls. There were no incidents where unit(s) were deployed for more than two days. Either of these situations could require units to respond to areas outside their base districts, which would result in increased response times as well as depleted available resources to respond to emergencies.

Total Fire & EMS calls for service during the month was 204, with a total of 424 apparatus responses spending 305 hours and 54 minutes of time. Total Fire & EMS incidents for the same month in 2021 was 179. There were 13.97% more calls this month compared to the same month last year.

For the month of November, SRFD averaged 2.13 Fire calls per day and 4.67 EMS calls per day for an overall daily average of 6.80 calls per day.



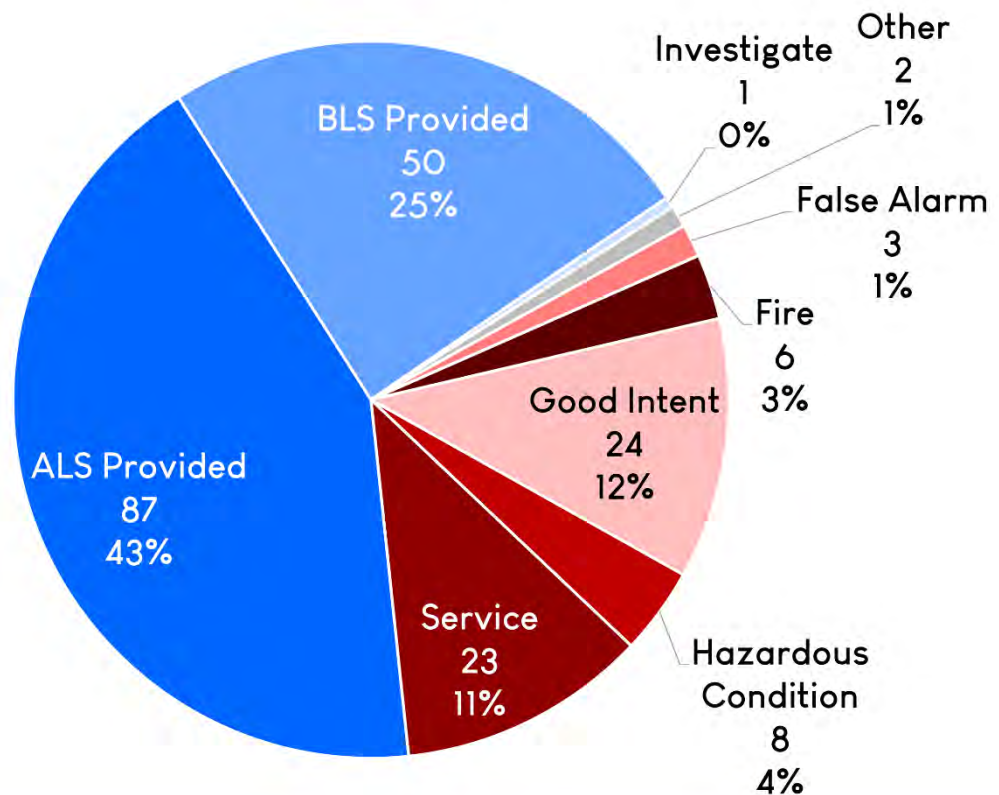
FIRE AND EMS CALL BREAKDOWN FOR NOVEMBER 2022

Fires	6
Hazardous Condition	8
Service Call	23
Good Intent	24
Other Assistance	0
False Alarm	3
FIRE CALLS TOTAL	64

ALS Provided	87
BLS Provided	50
Investigate	1
Cancelled	0
Other Assistance	2
EMS CALLS TOTAL	140

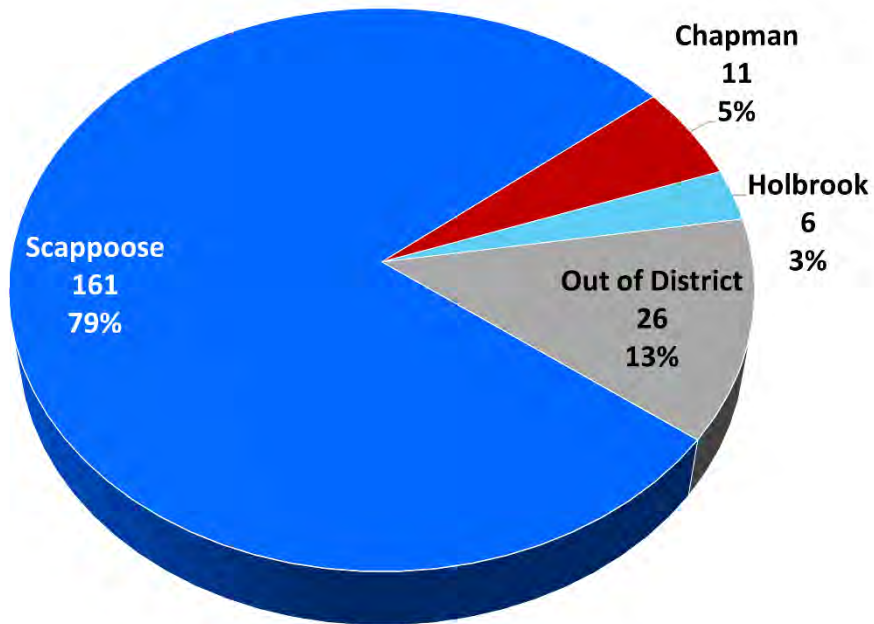
NOVEMBER 2022 - CALLS BY TYPE

204 Incidents



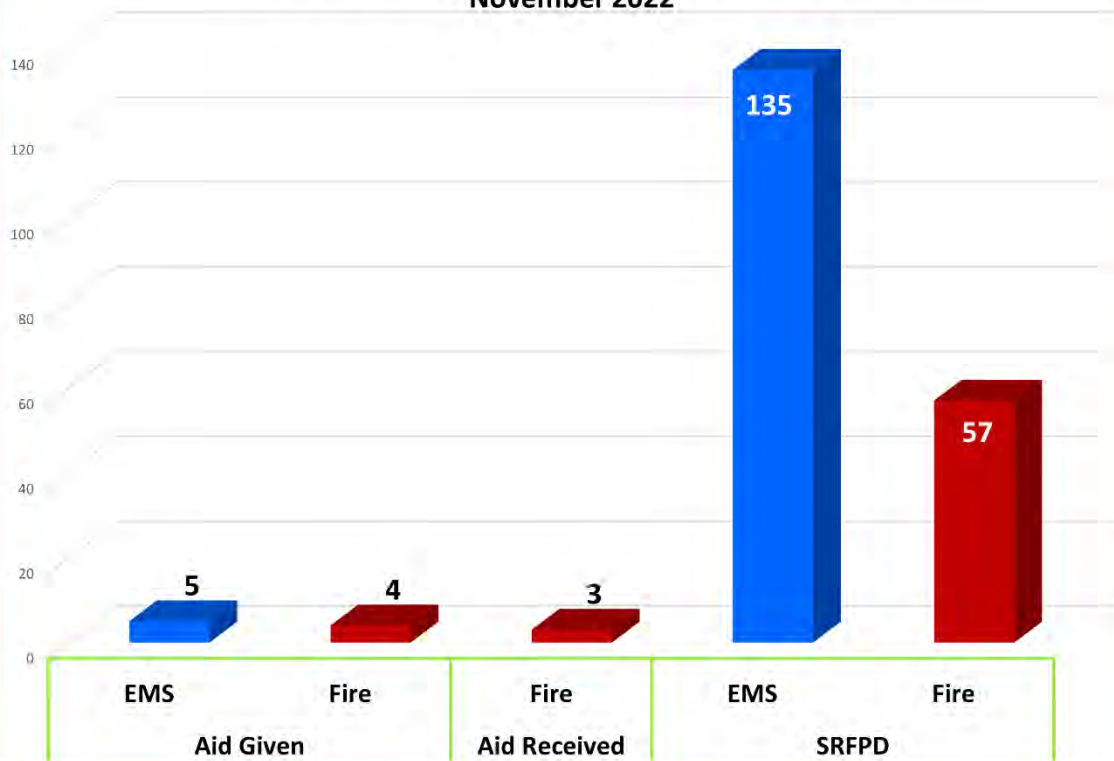
NOVEMBER 2022 - INCIDENTS BY STATION

204 Incidents with 424 Apparatus Responses

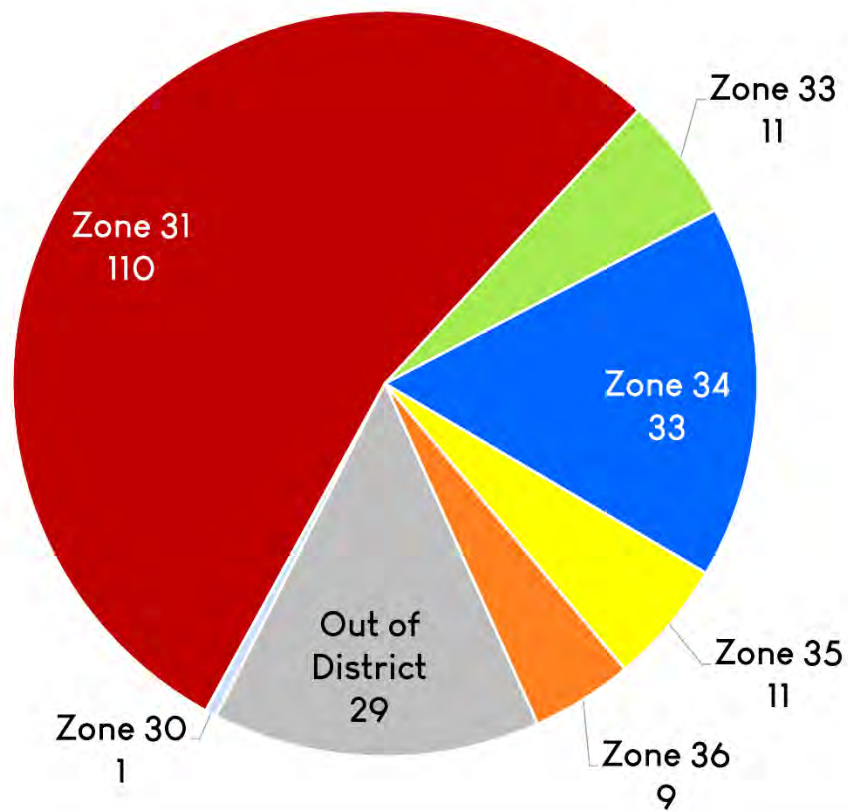


INCIDENTS BY RESPONDING JURISDICTION

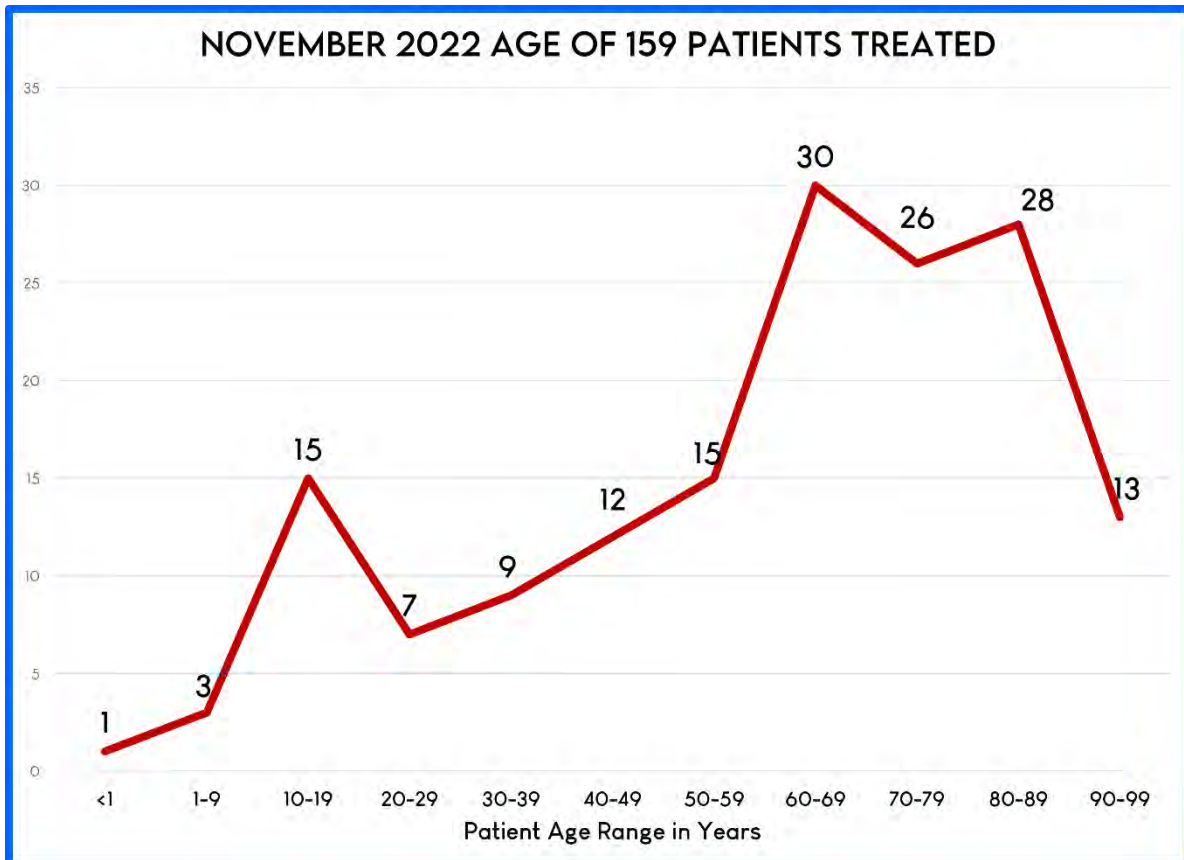
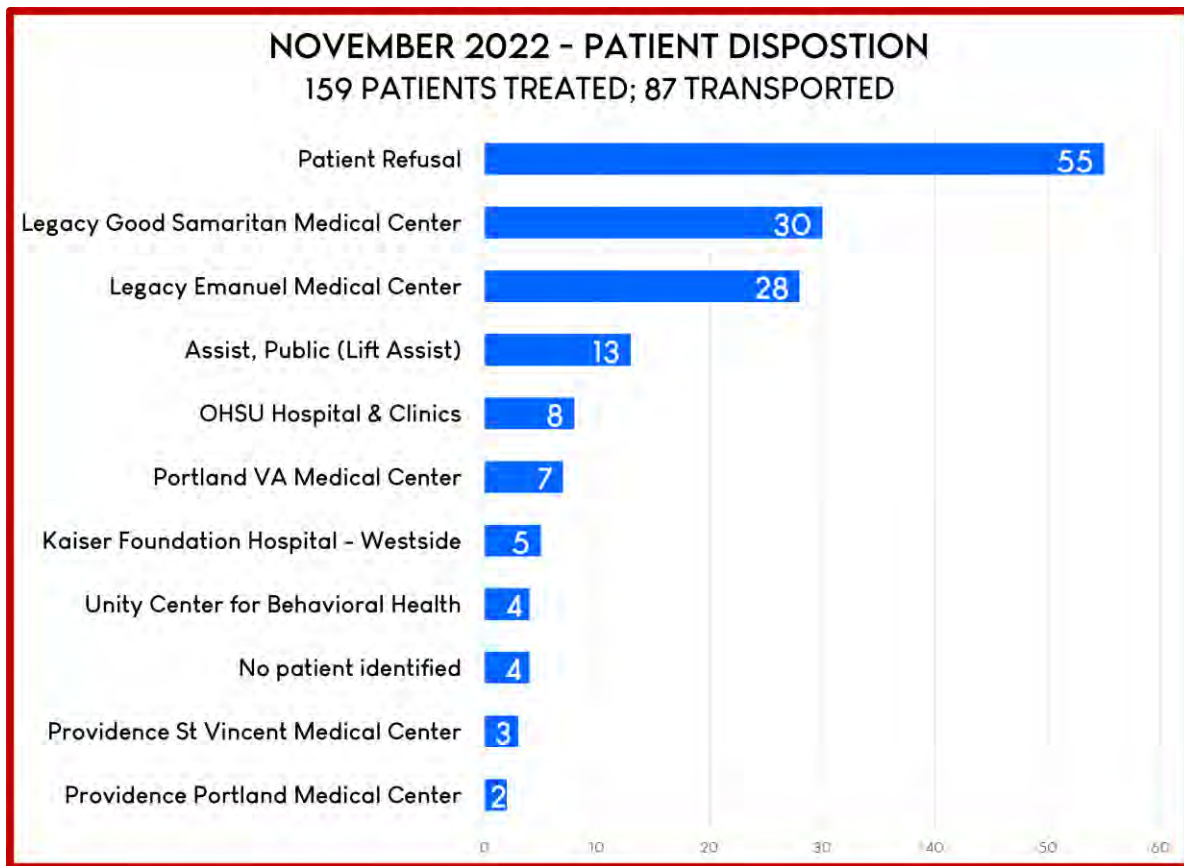
November 2022



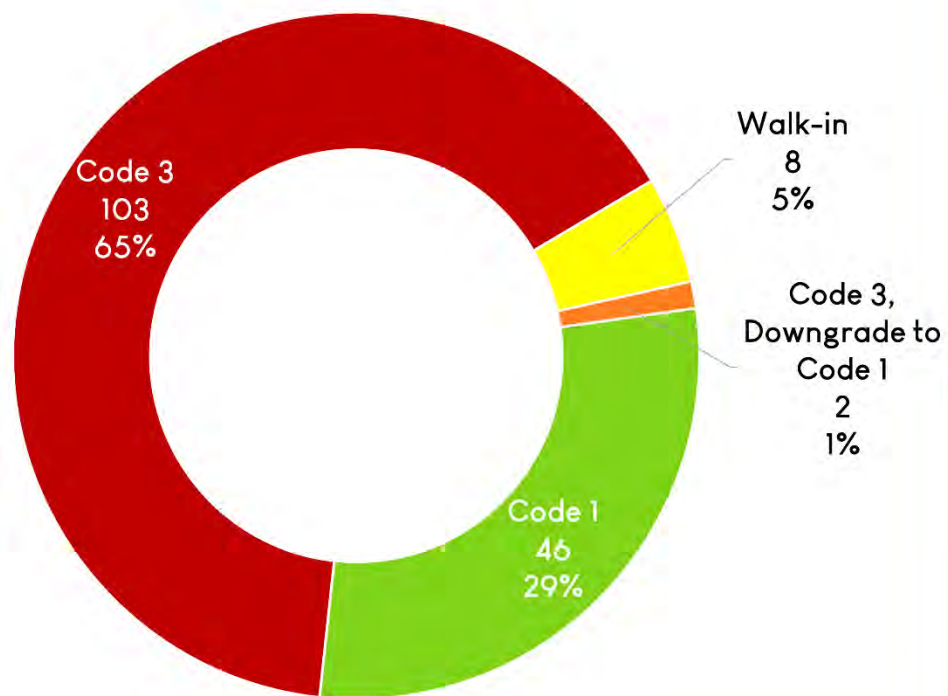
NOVEMBER 2022 - INCIDENTS BY ZONE



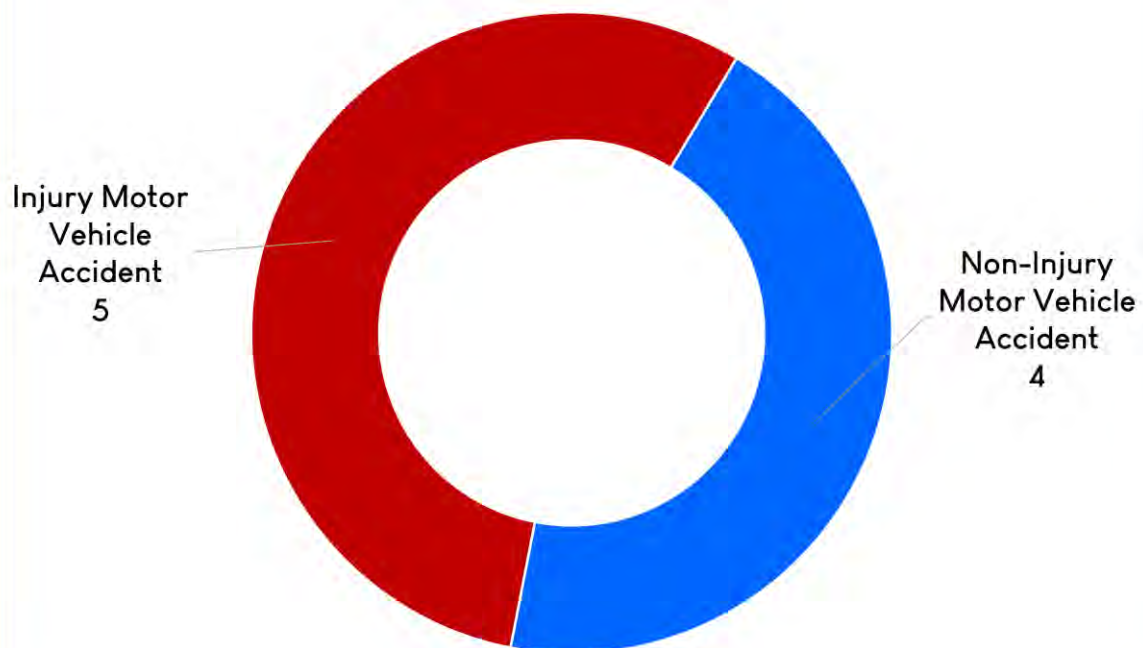
OPERATIONS



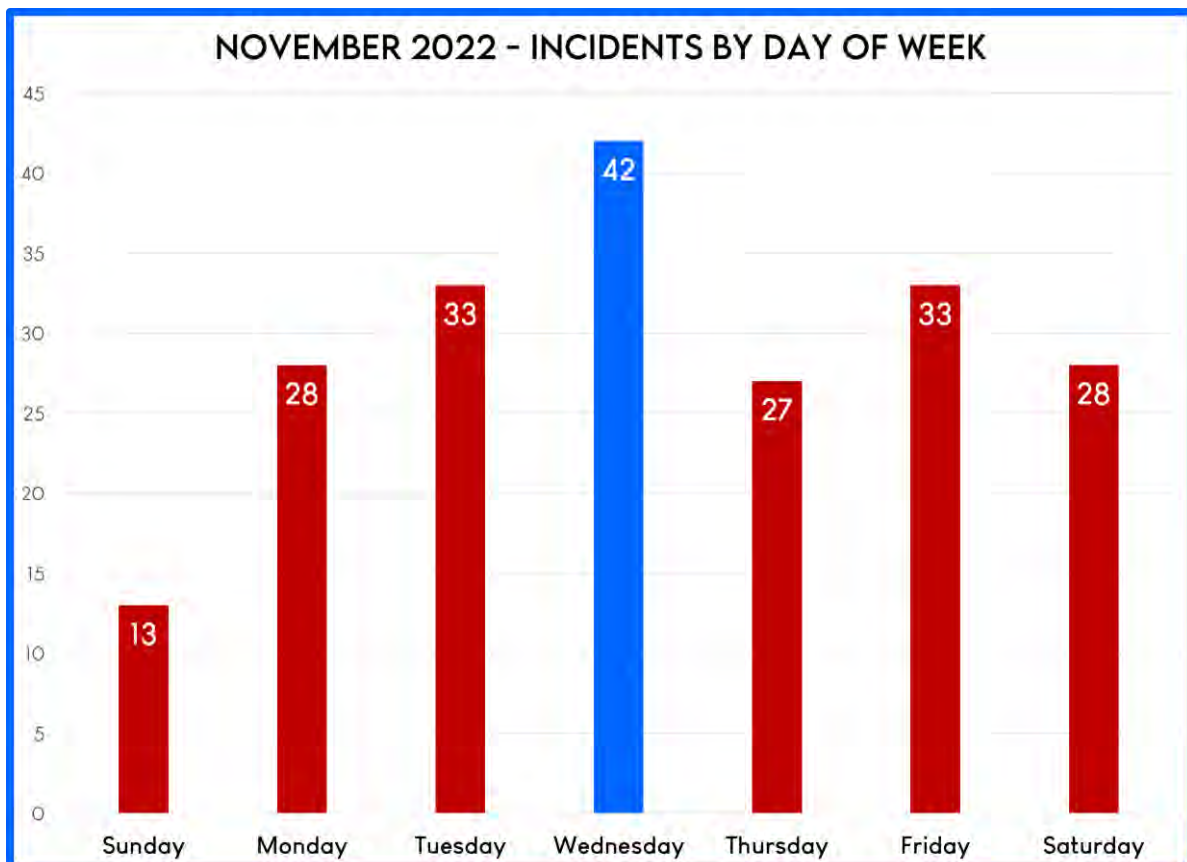
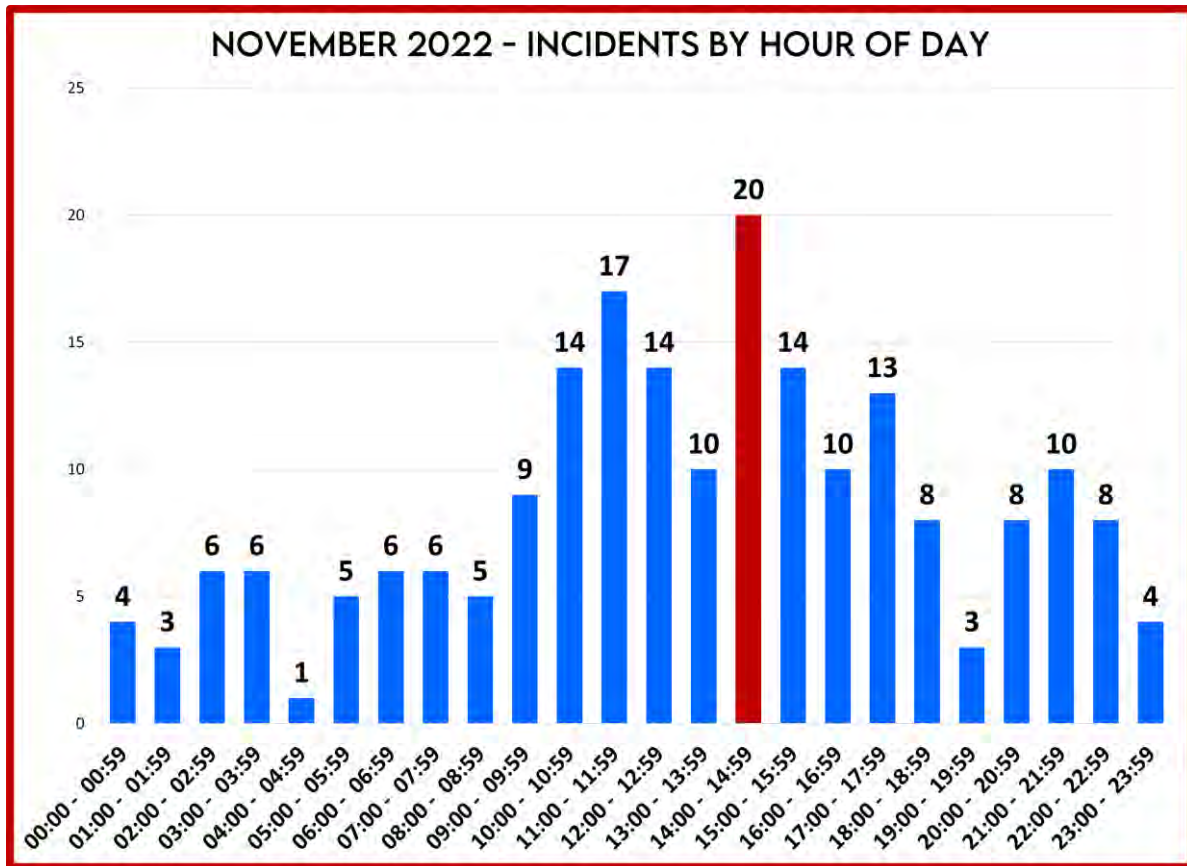
NOVEMBER 2022 - EMS RESPONSE MODE



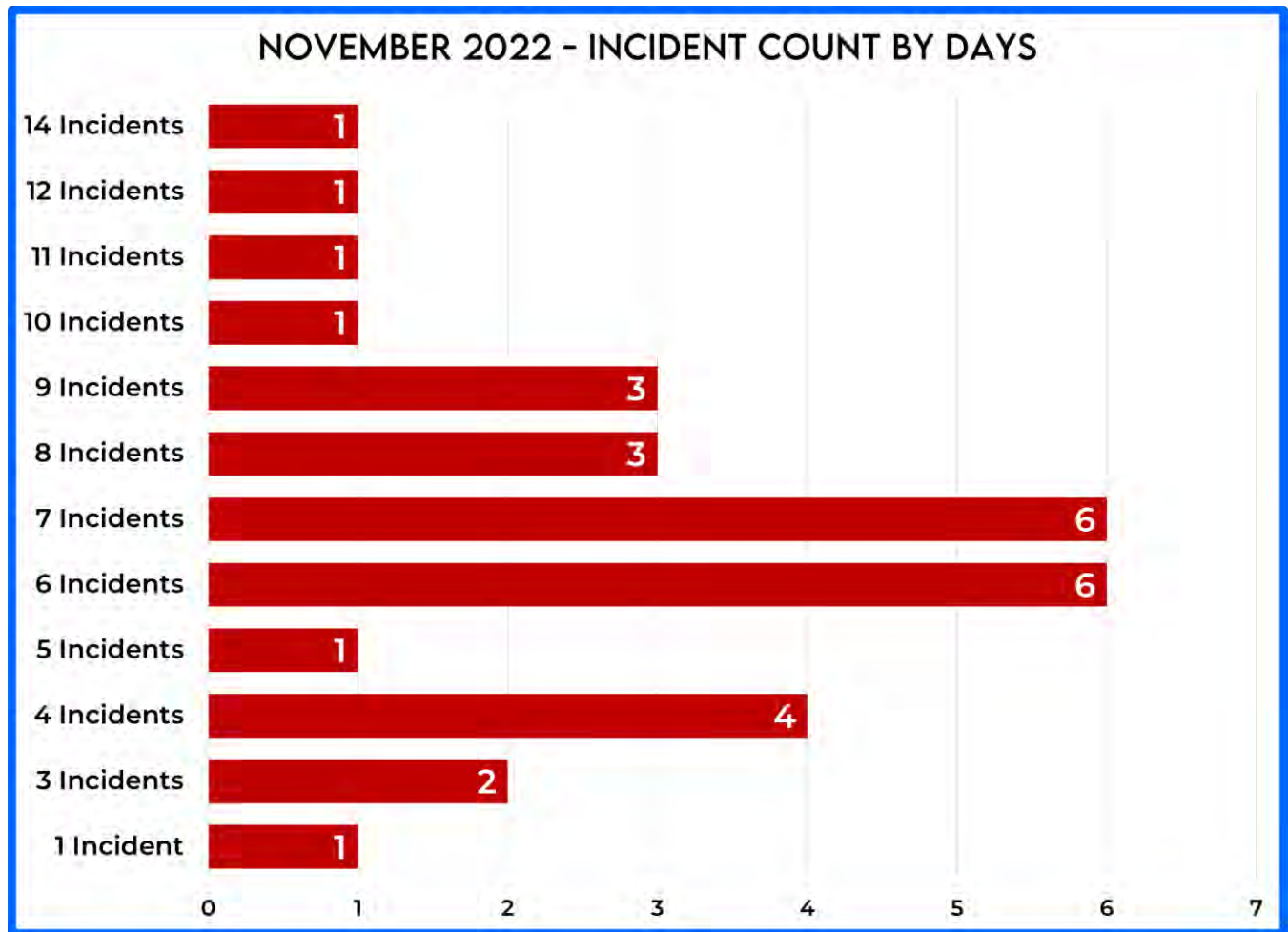
NOVEMBER 2022 - 9 MOTOR VEHICLE ACCIDENTS

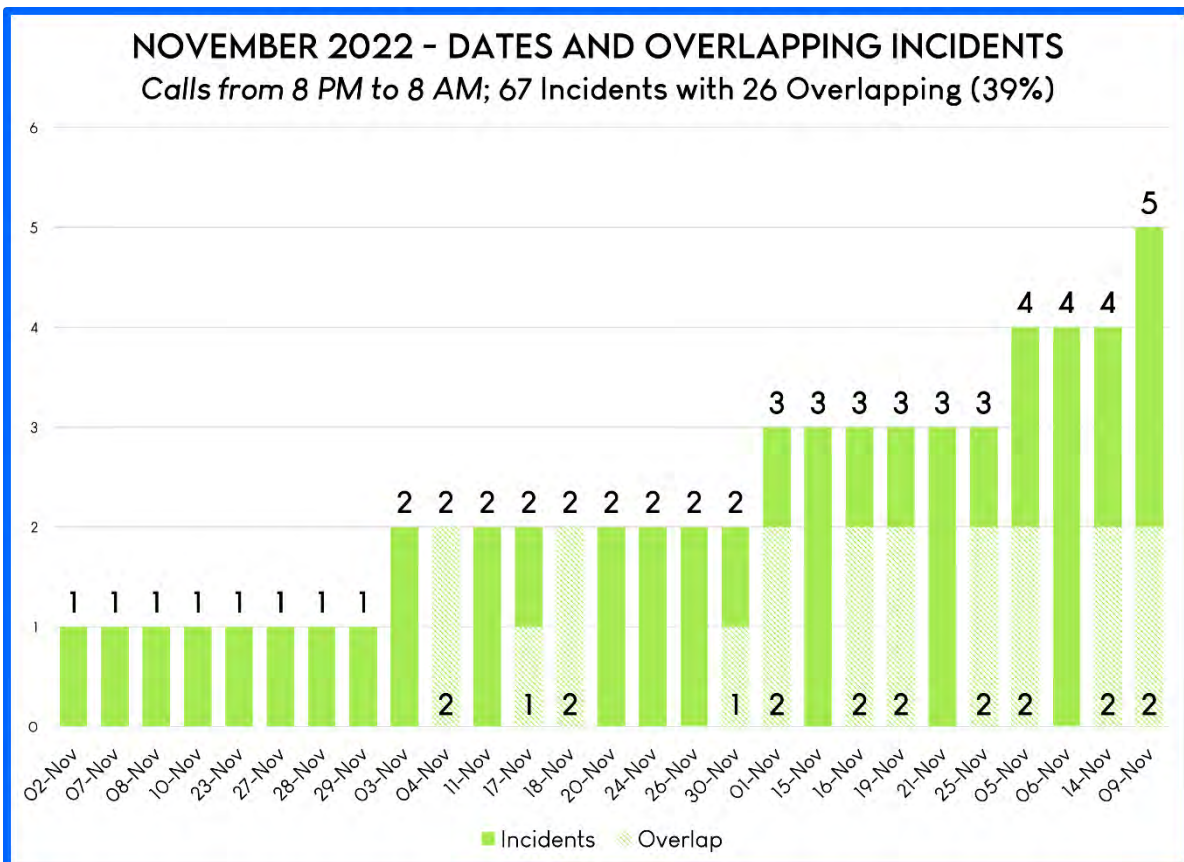
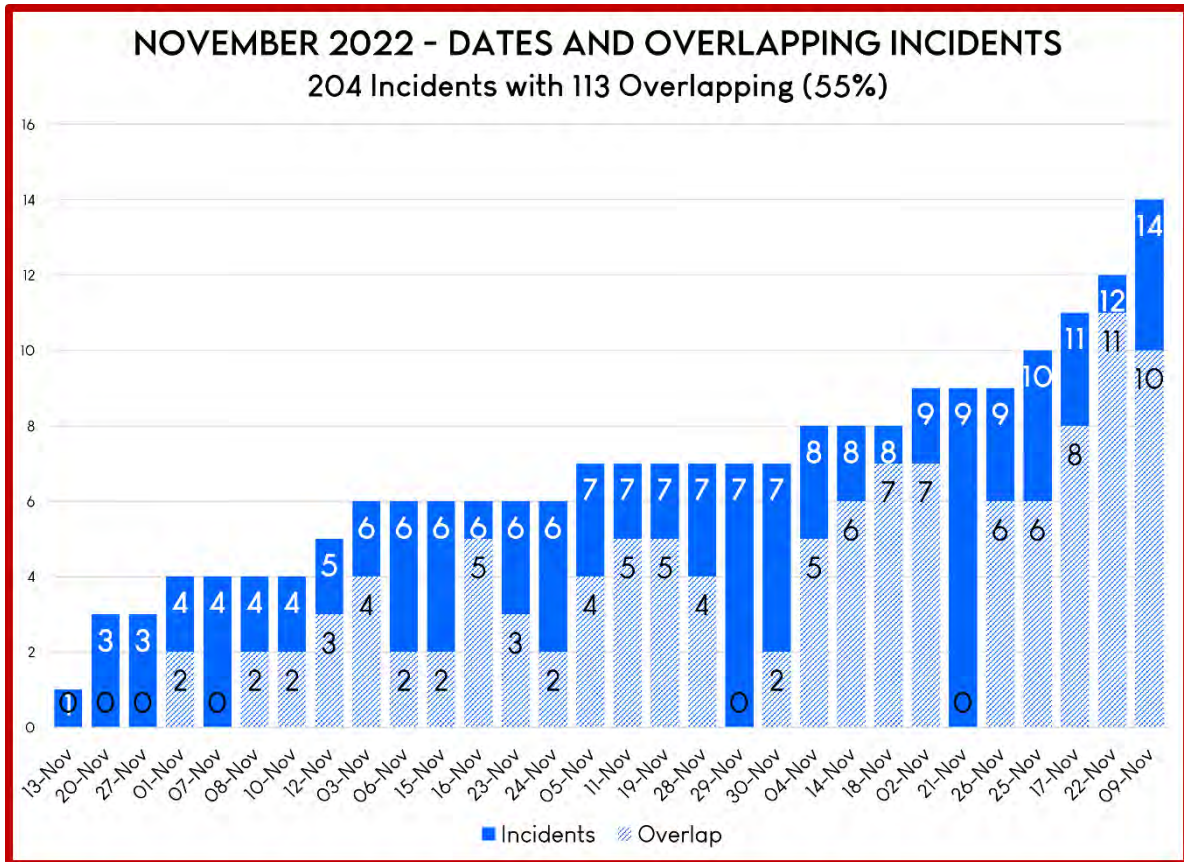


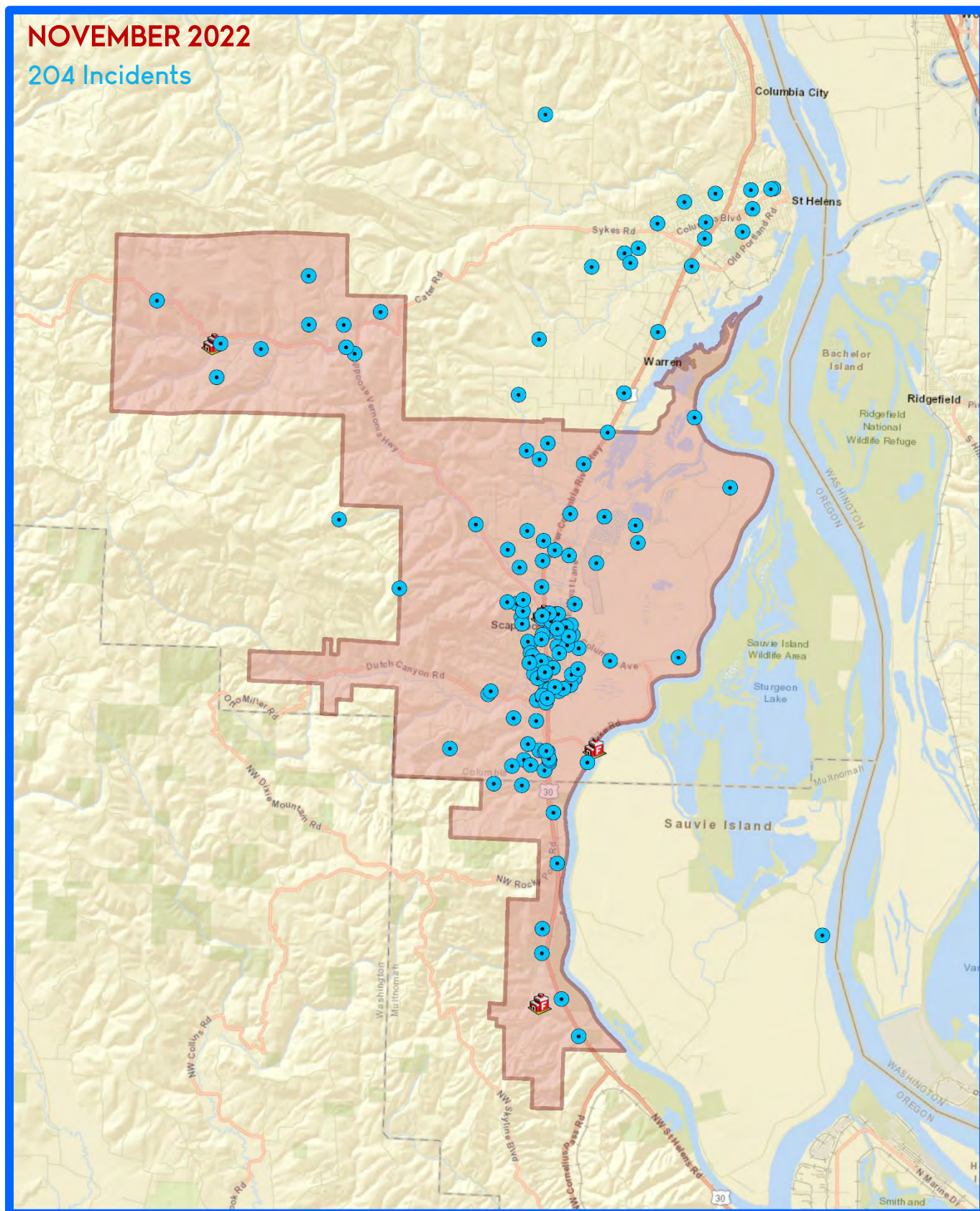
OPERATIONS



OPERATIONS







NFPA GOOD INTENT CALL TYPES

Good Intent Call Dispatched and canceled en route

611 Dispatched and canceled en route. Incident cleared or canceled prior to arrival of the responding unit. If a unit arrives on the scene, fill out the applicable code.

Wrong location, no emergency found

621 Wrong location. Excludes malicious false alarms (710 series).

622 No incident found on arrival at dispatch address.

Controlled burning

631 Authorized controlled burning. Includes fires that are agricultural in nature and managed by the property owner. Excludes unauthorized controlled burning (561) and prescribed fires (632).

632 Prescribed fire. Includes fires ignited by management actions to meet specific objectives and have a written, approved prescribed fire plan prior to ignition. Excludes authorized controlled burning (631).

Vicinity alarm

641 Vicinity alarm (incident in other location). For use only when an erroneous report is received for a legitimate incident. Includes separate locations reported for an actual fire and multiple boxes pulled for one fire.

Steam, other gas mistaken for smoke

651 Smoke scare, odor of smoke, not steam (652). Excludes gas scares or odors of gas (671).

652 Steam, vapor, fog, or dust thought to be smoke.

653 Smoke from barbecue or tar kettle (no hostile fire).

650 Steam, other gas mistaken for smoke, other.

EMS call where party has been transported

661 EMS call where injured party has been transported by a non-fire service agency or left the scene prior to arrival.

HazMat release investigation w/no HazMat found

671 Hazardous material release investigation with no hazardous condition found. Includes odor of gas with no leak/gas found.

672 Biological hazard investigation with no hazardous condition found. Good intent call, other

600 Good intent call, other.

Service Call

Person in distress

- 511 Lock-out. Includes efforts to remove keys from locked vehicles. Excludes lock-ins (331).
- 512 Ring or jewelry removal, without transport to hospital. Excludes persons injured (321).
- 510 Person in distress, other.

Water problem

- 521 Water (not people) evacuation. Includes the removal of water from basements. Excludes water rescues (360 series).
- 522 Water or steam leak. Includes open hydrant. Excludes overpressure ruptures (211).
- 520 Water problem, other.

Smoke, odor problem

- 531 Smoke or odor removal. Excludes the removal of any hazardous materials.

Animal problem or rescue

- 541 Animal problem. Includes persons trapped by an animal or an animal on the loose.
- 542 Animal rescue.
- 540 Animal problem or rescue, other.

Public service assistance

- 551 Assist police or other governmental agency. Includes forcible entry and the provision of lighting.
- 552 Police matter. Includes incidents where FD is called to a scene that should be handled by the police.
- 553 Public service. Excludes service to governmental agencies (551 or 552).
- 554 Assist invalid. Includes incidents where the invalid calls the FD for routine help, such as assisting a person in returning to bed or chair, with no transport or medical treatment given.
- 555 Defective elevator, no occupants.
- 550 Public service assistance, other.

Unauthorized burning

- 561 Unauthorized burning. Includes fires that are under control and not endangering property.

Cover assignment, standby at Fire station, move-up

- 571 Cover assignment, assist other fire agency such as standby at a fire station or move-up.

Service call, other

- 500 Service call, other.

November Monthly Report

Reported flights: 14
 Total Air Time: 04:56:16
 2022-11-01 to 2022-12-01

Flight #1	2022-11-17 01:45:12 CCSO_LE_#6_Nov 17th, 2022	Air Time: 00:23:44 Total Mileage (Miles): 4	Max Altitude (Feet): 970.9 Max Distance (Miles): 0
Takeoff Lat/Long: 46.128056,-123.378517 Above Sea Level (Feet): 186.7		Flight App: Explorer	
Battery Name: EVO2-0001		Takeoff Bat: 100% Takeoff mAh: 6364 Takeoff Volts: 12.768	Landing Bat: 22% Landing mAh: 1360 Landing Volts: 10.809
Takeoff Degrees/Minutes/Seconds: 46°7'41.00"N,123°22'42.66"W Photos: 0 Videos: 0 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 20.7 Max Gust: 32.1 Weather Summary: Clear			

Flight #2	2022-11-16 23:14:34 CCSO_LE_#5_Nov 16th, 2022	Air Time: 00:25:00 Total Mileage (Miles): 1	Max Altitude (Feet): 654.6 Max Distance (Miles): 0
Takeoff Lat/Long: 46.125557,-123.381996 Above Sea Level (Feet): 337.7		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 100% Takeoff mAh: 6622 Takeoff Volts: 12.991	Landing Bat: 17% Landing mAh: 1120 Landing Volts: 10.579
Takeoff Degrees/Minutes/Seconds: 46°7'32.01"N,123°22'55.19"W Photos: 0 Videos: 1 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 14.6 Max Gust: 21.9 Weather Summary: Clear			

Flight #3	2022-11-16 22:53:55 CCSO_LE_#4_Nov 16th, 2022	Air Time: 00:19:04 Total Mileage (Miles): 1	Max Altitude (Feet): 744.4 Max Distance (Miles): 0
Takeoff Lat/Long: 46.125538,-123.381996 Above Sea Level (Feet): 338.0		Flight App: Explorer	
Battery Name: EVO2-004		Takeoff Bat: 77% Takeoff mAh: 5318 Takeoff Volts: 12.252	Landing Bat: 24% Landing mAh: 1628 Landing Volts: 10.912
Takeoff Degrees/Minutes/Seconds: 46°7'31.94"N,123°22'55.19"W Photos: 0 Videos: 1 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 8.1 Max Gust: 17.7 Weather Summary: Clear			

Flight #4	2022-11-15 19:22:38 CCSO_LE_#3_Nov 15th, 2022	Air Time: 00:34:37 Total Mileage (Miles): 3	Max Altitude (Feet): 1020.7 Max Distance (Miles): 0
Takeoff Lat/Long: 46.095573,-123.022057 Above Sea Level (Feet): 483.0		Flight App: Explorer	
Battery Name: EVO2-004		Takeoff Bat: 100% Takeoff mAh: 6896 Takeoff Volts: 12.776	Landing Bat: 10% Landing mAh: 646 Landing Volts: 10.676
Takeoff Degrees/Minutes/Seconds: 46°5'44.06"N,123°1'19.40"W Photos: 0 Videos: 3 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 12.8 Max Gust: 17.1 Weather Summary: Clear			

Flight #5	2022-11-15 17:03:44 CCSO_LE_#2_Nov 15th, 2022	Air Time: 00:29:00 Total Mileage (Miles): 2	Max Altitude (Feet): 1220.5 Max Distance (Miles): 1
Takeoff Lat/Long: 46.093861,-123.022148 Above Sea Level (Feet): 485.0		Flight App: Explorer	
Battery Name: EVO2-0003		Takeoff Bat: 99% Takeoff mAh: 6540 Takeoff Volts: 12.845	Landing Bat: 18% Landing mAh: 1134 Landing Volts: 10.844
Takeoff Degrees/Minutes/Seconds: 46°5'37.90"N,123°1'19.73"W Photos: 0 Videos: 2 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 15.7 Max Gust: 25.8 Weather Summary: Clear			

Flight #6	2022-11-15 16:33:53 CCSO_LE_#1_Nov 15th, 2022	Air Time: 00:27:42 Total Mileage (Miles): 2	Max Altitude (Feet): 917.1 Max Distance (Miles): 0
Takeoff Lat/Long: 46.093872,-123.022148 Above Sea Level (Feet): 485.0		Flight App: Explorer	
Battery Name: EVO2-0001		Takeoff Bat: 97% Takeoff mAh: 6266 Takeoff Volts: 12.848	Landing Bat: 19% Landing mAh: 1194 Landing Volts: 10.752
Takeoff Degrees/Minutes/Seconds: 46°5'37.94"N,123°1'19.73"W Photos: 0 Videos: 0 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 14.2 Max Gust: 22.9 Weather Summary: Clear			

Flight #7	2022-11-14 14:03:05 Watson_RD_Fire_Nov 14th	Air Time: 00:21:43 Total Mileage (Miles): 2	Max Altitude (Feet): 108.8 Max Distance (Miles): 0
Takeoff Lat/Long: 45.720295,-122.886230 Above Sea Level (Feet): 264.3		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 99% Takeoff mAh: 6592 Takeoff Volts: 12.727	Landing Bat: 43% Landing mAh: 2824 Landing Volts: 11.014
Takeoff Degrees/Minutes/Seconds: 45°43'13.06"N,122°53'10.43"W Photos: 502 Videos: 0 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 8.3 Max Gust: 16.1 Weather Summary: Clear			

Flight #8	2022-11-08 10:34:03 Gensman_RD_Fire_Nov 8th, 2022	Air Time: 00:22:31 Total Mileage (Miles): 2	Max Altitude (Feet): 211.4 Max Distance (Miles): 0
Takeoff Lat/Long: 45.882763,-122.882973 Above Sea Level (Feet): 301.4		Flight App: Explorer	
Battery Name: EVO2-0003		Takeoff Bat: 93% Takeoff mAh: 6334 Takeoff Volts: 12.467	Landing Bat: 32% Landing mAh: 2118 Landing Volts: 10.889
Takeoff Degrees/Minutes/Seconds: 45°52'57.95"N,122°52'58.70"W Ground Weather Summary: Partly Cloudy Photos: 217 Videos: 0 Drone Name: EVO 2_UR4WX Drone Type: EVO2 Avg Wind: 6.5 Max Gust: 14.5			

Item #9	Total	Air Time: 04:56:16 Total Mileage (Miles): 17
Photos: 719 Videos: 7		

name	startDate	startTime	endDate	endTime	flightHours	UAS Model	UAS Name	takeoffLatitude	takeoffLongitude
FKQ31	11/16/22	10:35 PM	11/16/22	10:42 PM	0.13	Evo II Dual	UR4WX	46.126845	-123.368131
FBBPD	11/16/22	10:34 PM	11/16/22	10:35 PM	0.01	Evo II Dual	UR4WX	46.126854	-123.368132
F83R7	11/16/22	2:28 PM	11/16/22	2:41 PM	0.21	Evo II Dual	UR4WX	46.084886	-123.017504
F4Y5G	11/16/22	2:14 PM	11/16/22	2:28 PM	0.23	Evo II Dual	UR4WX	46.084903	-123.017534
FD9R5	11/16/22	1:41 PM	11/16/22	2:09 PM	0.47	Evo II Dual	UR4WX	46.084896	-123.017523
FW2DV	11/16/22	1:00 PM	11/16/22	1:31 PM	0.51	Evo II Dual	UR4WX	46.084882	-123.017514
F684U	11/15/22	11:12 PM	11/15/22	11:13 PM	0	Evo II Dual	UR4WX	45.764576	-122.892879

STAFF REPORTS

Fire Chief Report December

Meetings Attended

Date	Topic	Date	Topic
11/1/22	RDPO Program Committee	11/16/22	Visual Observer Class (Taught)
11/1/22	Admin Team Meeting	11/17/22	AUVSI Board Meeting
11/2/22	Inspection Mtg	11/17/22	Pre App Meeting
11/2/22	Volunteer Association	11/17/22	EMS Bites and Stings Class
11/3/22	NFSA Sprinkler Class	11/18/22	Visual Observer Class (Taught)
11/4/22	Meeting with Cascade Locks Chief	11/21/22	Steve Toller MTG
11/8/22	Fire Alarm Final	11/21/22	Meeting with Rosenbauer
11/8/22	Fire Investigation for CRFR	11/21/22	Fire Inspection
11/8/22	HSEMC Meeting	11/22/22	PANO Meeting
11/8/22	Meeting with OSP	11/22/22	Meeting with HUGHES Fire
11/10/22	Fire & EMS WG Meeting	11/22/22	Water Supply Mtg
11/10/22	Board Meeting	11/23/22	Meeting with Mayor Elect
11/14/22	Fire Defense Board MTG		
11/15/22	Visual Observer Class (Taught)		

Hours Worked November: 185 Hours

On Call in November: 97 Hours

TOTAL HOURS: 282

Training

Visual Observer (Instructor)

PANO (Student)

EMS Bites and Stings (Student)

Projects

EMS Boundaries Multnomah County – *In Progress*

Draft Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

OSFM HMEP Grant 2020 ~ *In Progress, contractor 80% complete merging rail and Hazmat plan*

OSFM HMEP Grant 2021 ~ *Awarded*

SHSGP ~ *Awarded*

SPIRE Grant ~ *Awarded (Equipment)*

OSFM Staffing Grant ~ *Awarded \$35,000 – process to use is in progress*

Senate Discretionary spending request ~ *Submitted*

2022 AFG Grants ~ *One Award, waiting on another*

Tender Project ~ *In progress*

Engine Project ~ *In Progress*

Fire Code Guide Update - *Tabled*

November is the month when we start to really get into the heart of our fiscal planning and to observe if our strategies are starting to come to fruition. Predictions are always hard to refine and we will continue to refine what we have learned balanced against what the industry is telling us as well as all of the other external influences coming from the financial institutions. While we seem to have accomplished reasonable planning, predictions about the state of the larger economy are still looming. As such, strategic planning will be crucial to the success of our organization.

Specific to strategic planning, we have begun conversations with several planning consultants to try to refine what our ask will be in an eventual Request For Proposal (RFP). There are several components that have to be considered with our strategic planning needs, most importantly, a strategy that will involve the community in our planning process.

November proved to be a busy month with responses and calls that required all hands on deck. This included a rescue call out to Vernonia for a high angle rescue and several days working with the Columbia County Sheriff and their request for air support from our UAS.

Additionally, November seemed to be a month of catch up on various fronts. Considerable time was spent supporting the front office and preparing for the apparatus purchases. Several consults occurred with vendors, long virtual meetings to get us to a place where we can make a decision.

Time as the chair of the fire & EMS work group through RDPO has been busy the last month as we finished the pipeline for project proposals for the next round of UASI funding. We did not end up submitting a proposal, however significant work was accomplished on a couple of proposals.

Still working out some of the details with our grants and other projects. There is a lot going on. As the holiday season approaches, time will not be a lucrative commodity. We will be stretched as we head into the new year.

Unfortunately, we have not been successful with our attempt to fill one of our vacant NIFF positions. We are looking at other strategies to try and fill this. We will be including Member Outreach for a more successful outcome in the near future. Additionally, we will be moving ahead with setting up our own Civil Service Commission. More on this after the holidays,

OPERATIONS REPORT

BK radio instillation has been moving forward as planned and we are about two weeks away from having all of the mobiles installed in all of the respective vehicles. While this project took longer than anticipated, when we are finished, the extra time will be worth it as the install process has identified some areas where electrical and communication components have needed a bit of attention. Our vendor has been working very well to get us where we need to be.

Fit testing started after we took delivery of the new fit testing machine. Staff have liked the ease of which the new unit performs.

We will be working on a few other capital projects now that the tax revenue has started to come in. We will be purchasing new hose and working on the thermal imagers. Both projects are a part of our capital projects for this fiscal year. Purchase proposals will be forthcoming as we shore up numbers.

Due to our busy month, we were not able to schedule a meeting with the city regarding our fire station plans. This will likely occur after the first of the year.

At the Operations Committee, we are working on several guidelines, one of which is the Fire Liaison position for large emergencies.

Holbrook station: Currently, there are no outstanding deficiencies and is operating within limits. However, we are planning on increasing the preventative maintenance for this facility in the next year as it has not had much support in quite some time.

Chapman station: We are in the beginning stages of needing to obtain quotes to replace the roof. We are having the same leak problem as we did in Holbrook.

The boat House station: Nothing to report at this time. However, we are still planning on increasing the preventative maintenance for this facility.

Division Chief Marks
December 2022

November Projects:

Duty Shifts Safety Program Wellness Program
CQI Program ASA Review HIPAA Review GEMT
NFPA Physical Planning

Drills / Activities / Meetings in November included

Admin Meetings Fire Defense Board
Protocol Development Winter Weather and RAWs Meeting
EMS Committee FTEP Follow-up
Board Meeting Visual Observer Course
EMS Training

DT4EMS classes are finishing up. A large majority of our staff have completed the course. Some had to miss their scheduled dates due to illness and unexpected meetings. I will work with the instructors to catch the last few people up

Working with training companies to find a provider for our staff with EMS courses such as ACLS and PALS and to renew CPR certifications.

Work on the QA/QI project continues. This process is slow, but improvements continue to be made.

The Columbia County Commissioners approved an extension for county Ambulance Service providers through December 31, 2023. This was in response to the letter sent to the Commissioners regarding the lack of communication and direction regarding the Fitch and Associates report. Without a draft of a new ASA document, the districts in the county did not have direction on re-applying for the ASA's. I briefly spoke with Kelli Jo Smith who is the incoming County Commissioner replacing Henry Heimuller. My goal is to set up a meeting with her and other EMS chiefs to discuss the Fitch and Associates reports.

You will also find a funding request for station security this month. Our system is old and needs replacement. The service company is at the Scappoose Station frequently attempting to limp the system along.

November was also a busy month with calls for me. The organization had two working structure fires during the month. One of the structures was a total loss while the other was controlled quickly keeping the fire to a single room.

My Time Worked in November 2022

167 hours

Call Time in November 2022
office time)

69 Hours (call shifts minus

Total Hours for November

235 Hours



Watson Road November 12

NE 2nd November 30



Chief Bautista Report

December 2022

November Projects:

SRFD Fire Marshal Fee Schedule Proposal (In progress)

SRFD Admin Support Internship program for Fire Prevention, EMS and Training (In progress)

Update CCFiremarshal.com website (Pending)

Fire Investigation Arson Immunity Letter (Completed)

Oregon Fire Service Capacity Program Grant (Completed) - Applied for one FF/Paramedic FTE and Fire Inspector FTE

FM Global Fire Prevention Grant (In progress)

Hazardous Materials Emergency Preparedness Grant Program (In Process)

DPSST Maintenance Re-Certification Packet (In Process)

Fire Marshal Duties:

One (7) consult was conducted. One (2) Referral and Acknowledgement was completed, (3) Fire Service Agency Reviews/ Driveway Inspections completed

Maple Street fire investigation is still ongoing.

Company Inspections are being conducted in December with a few initial businesses. This is a soft start to allow personnel to get comfortable with the inspection software and process. Company inspections also allow some personnel to get Firefighter 2 task book sign offs. I will be working with each shift personally on these initial inspections.

Training Duties:

NFPA Apparatus Operator with Aerial Device course is tentatively planned in February 2023 with an outside instructor. Waiting for exact dates from instructor to schedule, we have approximately 6 career personnel that need this training and the course would be open to volunteers who are ready for this additional responsibility. Our goal is to have more qualified personnel so we can get our Tower out the door when it is needed.

Currently we have two volunteers that we are actively working towards completing their NFPA Firefighter 1 certification requirements. We have scheduled skills testing before the end of the year to have these members complete before the end of 2022. If this goal is not met, we will have a meeting with our volunteer officers to discuss a training plan for these members. Our focus for 2023 will be getting volunteer personnel driver qualified if they are ready for this responsibility.

FF Booth and Wenner have completed DT4EMS training for most of the career staff and have extended the offer to volunteer multiple times. We want to thank FFs Booth and Wenner for their hard work and effort to keep our personnel safe.

Happy to share that we received the Department of Public Safety Standards and Training Oregon State Fire Marshal Grant award for \$10,000 to host an FI-210 Wildland Fire Origin and Cause Determination course. Tentatively this course will be scheduled in June 2023. Student tuition for Oregon firefighters will be covered up to potentially 20 students. First opportunity for slots will go to our personnel, Columbia County fire districts and then statewide until funds are exhausted. This course will increase our fire investigation capacity in the wildfire arena and allow us to investigate more of these fires by trained personnel.

November Meetings:

Date	Topic
11/3/22	Means Nursery DR-23-01 Consult
11/3/22	V23-02 51967 SW EM Watts Rd
11/7/22	Coal Creek RD Water Supply Inquiry
11/8/22	LCROTA
11/8/22	Columbia County FIT Meeting
11/8/22	Final Inspection - 26085 NW Dixie Mountain
11/9/22	United Pacific Forest Products Permit Inquiry
11/9/22	Driveway Inspection Final – 32480 Coal Creek RD
11/9/22	Driveway Inspection Initial – 51531 Jockey Hill DR
11/21/22	Addressing Inquiry - The Bread Place
11/22/22	Pano – Wildfire Detection Introduction (Virtual)
11/22/22	51911 SW EM WATTS – Water Supply Consult
11/22/22	Fire Service Agency Review – Gibbs Road Inquiry
11/23/22	Property Survey for Burn to Learn NE 3 rd Street
11/28/22	Media Inquiry – The Chronicle (Fire Inspections)
11/28/22	Driveway Inquiry – Elder Avenue
11/29/22	Referral and Acknowledgement – 32074 Apple Valley RD
11/30/22	Fire Service Agency Review - 19105 NW Logie Trail Road

Chief Officer Development & Training:

Fire Investigation: Forensic Interviewing and Evidence R0780 (NFA) - 1/29/23 - 2/3/23

PER-292 Leadership & Management of Surface Transportation Incidents (Pueblo, CO) – 3/6/2023 to 3/10/2023

Total hours for November 2022: 109.25 hours, 60 Holiday hours (156 Duty Officer On-call hours)

November 2022 Finance Report

Revenue:

Tax revenue is being turned over to the LGIP account. As of 11/30/22, we have received 92% of the budgeted amounts (90% of *projected* tax totals). The local option levy is 64% of the District's tax revenue with the permanent rate making up 36%. Local option taxes are not usually divided with urban renewal districts, which explains why we see a slight increase of 2.5% in the collection of local option taxes.

Budgeted transfers to the property and personnel services funds have been completed.

EMS revenues were significantly higher in November, at \$97,509.

Expenditures:

With 42% of the fiscal year behind us, expenses for Personnel Salaries and Benefits are right on target. Most expense accounts are below budgeted amounts, with the exception of Contract Services.

The District purchased a new FIT testing machine in November for \$21,034. This was a budgeted Capital Outlay expense.

Share & Care:

Off-site preparation for Share & Care is underway. As of 12/1/22, there were 117 applicants, with one more week of applications to be collected. We expect to surpass last year's number of applicants by the closing date of December 8, 2022.

Oregon Paid Family and Medical Leave:

2019 legislation established a statewide paid family and medical leave program, funded through a mandatory payroll tax on employees and employers with more than 25 workers. Beginning Jan. 1, 2023, employers must provide written notice to employees of their right to benefits under the law. The Oregon Employment Department sets the contribution rate annually, up to a cap of 1% of employee wages. The rate will start at 1% in 2023. Employers are required to contribute 40% of the rate, but they may deduct the remaining 60% from each employee's wages.

Pre-funding for this project is to begin January 2023. The District has chosen to submit an application for an equivalent plan at a cost of \$250, rather than to start taxing employees in January 2023 with no benefit available until September 2023. I'm sure there will be more to share on this topic next month as we continue to work with WHA Insurance to gather quotes for an equivalent plan.

Submitted by:

Maria Heath

OLD BUSINESS

Apparatus Purchasing Update

Information received from various vendors regarding costs and build times.

Based upon all of the available information, we will be working to sign a final agreement with a vendor in the coming weeks. Even with any add on that the apparatus committee's come up with, we should be well below our target not to exceed amount approved at the last meeting.

Tender	Cost	Build Time In Days
True North	\$ 537,000.00	440
Pierce	\$ 424,988.00	425
Rosenbauer	\$ 418,000.00	365/547*

Engine	Cost	Build Time In Days
True North	\$ 635,000.00	240
Pierce	\$ 578,892.00	640
Rosenbauer	\$ 549,845.00	547*
Cascade Fire	\$ 624,987.00	450

COMITTEE REPORTS

NEW BUSINESS



MEMORANDUM

TO: Chief Jeff Pricher

FROM: Division Chief Marks

SUBJECT: Station Security and Access Control

DATE: November 28, 2022

Requested Action: Authorize funding to replace station access control.

Purpose: Safety and security of the members and facilities of Scappoose Rural Fire District is paramount. The system running our access control program is out of date and has become problematic to maintain. Repair personnel are frequently at the Scappoose Station rebooting systems, repairing outdated equipment, and doing what they can to keep the system running. The company who services the system tries their best to control costs for the organization and only charge fees for larger fixes and equipment needs.

Impact: The access control system will have a complete overhaul. This will include new card readers, new software, and new controllers. The new system will also give staff the ability to send digital keys. Currently, contractors need to come to the Scappoose Station and be given a key fob to access an out station. With the proposed system, staff can send a digital key to a smart phone allowing access. The digital keys can be enabled and disabled at any point.

Availability of funding: \$13,000 FY22/23 budget in Acct: 780. Building and Grounds Maintenance and Supplies.

Coordination: This project will be coordinated by Staff and Maintenance for final completion.

Contact person(s): Division Chief Marks, Lt. Anderson

Recommendations / Options:

- 1) Approve the purchase of new station access control hardware and software for an amount not to exceed \$13,000.
- 2) Request more info.
- 3) Do Nothing

Conclusion: The safety of our crews and facility will be greatly increased with this needed system upgrade. The current system is in a state that can no longer be sustained due to inability to find parts. Our outdated system needs replaced keep our facilities secure.

MISCELLANEOUS

COMMUNICATIONS



FIRE CHIEF

Scappoose Fire District



Date: 11/29/2022

OSFM Grant Review Committee

RE:

Scappoose Fire Application for the OSFM Staffing Grant

Dear review committee,

The Scappoose Rural Fire District is applying for the 2022 Oregon Fire Service Capacity Program Grant. As the budget officer for the district, I am authorized to submit this letter of commitment on behalf of the fire district.

If awarded, Scappoose Rural Fire District agrees to the match requirements of the positions salary costs as they are required by the program.

We understand that the match requirements must follow these specific requirements:

- 10% of the first year's salary for each position, not including administrative costs, equipment and training.
- 25% of the second year's salary for each position, not including administrative costs, equipment and training.
- 50% of the third year's salary for each position, not including administrative costs, equipment and training.

The Scappoose Rural Fire District will be committing to making a good faith effort to securing funding to maintain these positions after the three-year period through the following strategies. Maintain our current local levy (which is set to be renewed in 2026), fees, cost share opportunities with our city partners and/or any other funding medium available for public safety agencies.

If you need any additional information, please contact our fire district.

Thank you for your consideration,

Sincerely,

Jeff Pricher

Fire Chief



Here's a contribution to
your pizza fund.

Sincerely,

Catherine Rose
St Helens

Hello everyone -

11-22-2022

Thank you all so very much for
your kindness when I've come
into the station with my
odd reactions to hand
sanitizer, dental sevice,
paint fumes, tetanus and
cortisone injections! And a
wasp sting & pistachio
reactions....

And a huge Thank you to the
EMT who suggested I write out
what my reactions are so I can
hand you all the paper.