

Scappoose Rural Fire District
Board of Directors Regular Meeting

Thursday, August 11, 2022

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Meeting ID: 266 278 441 57

Passcode: LXo33K

Or call in (audio only)

+1323-433-2389 United States, Los Angeles

Phone Conference ID: 396 283 662#

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 7-14-22 regular meeting
- B. Approve 7-29-22 Expense Account activity
- C. 7-29-22 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

- A. Motion to close InRoads VISA accounts from 2021
- B. Committee Appointments

VII. Committee Reports

- A. Management Team
- B. Long Range Planning Committee
- C. Awards & Incentives

VIII. Miscellaneous

IX. New Business

- a. Labor Agreement Authorization (Executive Session)
- b. Civil Service Agreement (Executive Session)
- c. Structure Engine Replacement
- d. Fire Station space

X. Good of the Order

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

Thursday, July 14, 2022

I. Call to Order & Flag Salute

Meeting start time: 7:01pm

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: **No public comment**

III. Organizational Meeting

IV. Consent Agenda

A. Approve Minutes from 6.9.22 regular meeting

Minutes approved.

B. Approve 6.30.22 Expense Account activity

Director Gift mentioned he wants to increase the level of scrutiny of expense activity.

C. 6.30.22 Budget vs. Actual

Motion: Director Gift motioned to approve the consent agenda. Vice President Reeves seconded.

Motion passed unanimously.

Director Graham asked about reliability of GEMT revenue going forward. Uncertain. Need to follow up with Chief Pricher about it.

V. Statistical Data

A. Ambulance Activity Report

B. Response Activity Report

C. UAS Flight Summary

VI. Staff Reports

A. Chief's report

Chief Pricher mentioned red flags and fire starts in Central and Souther Oregon starting.

New mobile radios had some challenges. Chip component failure; being replaced at the moment; unknown how long it will take for parts/replacement.

B. Operations report

New mobile radios had some challenges. Chip component failure; being replaced at the moment; unknown how long it will take for parts/replacement.

C. EMS Operations report

D. Fire Marshal & Training report

E. Finance report

VII. Old Business

VIII. Committee Reports

A. Management Team

B. Long Range Planning Committee

C. Awards & Incentives

IX. Miscellaneous

X. New Business

A. In accordance with Board Policy 2.18

1. Select President, Vice President, and Secretary/Treasurer of Board

Director Gift nominates Susan Reeves for President; Director Kriek seconds; unanimously accepted.

Director Graham nominates Mark Gift as Vice President; Director Reeves seconds; unanimously accepted.

Director Kriek nominates Director Graham as Sec. Treasurer; Director Reeves seconds; unanimously approved.

2. State official newspaper

Director Kriek moved to keep the Spotlight as the official newspaper; Director Gift seconds; approved.

3. State regular Board meeting date, time, and place

Director Gift moved to keep all the same; Director Reeves seconds; approved.

4. Establish employee evaluation month

Director Gift motioned to change the date to October; Director Kriek seconded; approved.

5. Review the status of legal counsel

6. Review current contracts

B. Annual ethics disclosure

Director Graham discloses business relationship with Crow Water.

Director Kriek discloses he is the father of a firefighter, Justin, with SRFD.

C. Committee appointments by President

D. Declare 3 CPAP units as surplus

Director Gift motions to have a surplus; Director Kriek seconded; approved by Director Reeves.

XI. Good of the Order

August 10 is a swearing in ceremony.

The 2022 Pancake Feed fed 760 people; overall successful event.

XII. 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.

Director Graham motions to adjourn; Director Kriek seconded;

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District
Transaction Detail by Account
July 2022

	Date	Name	Memo/Description	Amount
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
	07/14/2022	Transamerica Life Ins. Co.	Life Ins - Gandara	123.23
	07/14/2022	S.D.I.S.	Health Plan	29,566.55
	07/14/2022	American Heritage Life Insurance Co.	July 2022 - Life Insurance Anderson & Marks	136.90
	07/14/2022	The Standard	Life, AD&D, STD, LTD	1,928.70
	07/18/2022	American Heritage Life Insurance Co.	Disability Insurance - Marks and Anderson	136.90
	07/31/2022	Transamerica Life Ins. Co.	Life Ins - Ahlers	93.81
	07/31/2022	Principal Financial Group	Supplemental Life - DuBois	42.41
	07/31/2022	S.D.I.S.	Health Plan	31,151.93
	07/31/2022		OR Employer Work Benefit	65.52
	07/31/2022	Principal Financial Group	Supplemental Life - Heuer	109.99
	07/31/2022	American Heritage Life Insurance Co.	Life Insurance Anderson & Marks	136.90
Total for 550 Insurance				\$ 63,492.84
560 Personnel Salaries				
	07/31/2022	Tualatin Valley Fire Fighters Union	Union Dues - July 2022	1,988.54
	07/31/2022		Garnishment	805.00
	07/31/2022		Net Pay	127,201.16
	07/31/2022	Voya - Oregon Savings Growth Plan	July 2022 457 Contributions	12,564.54
Total for 560 Personnel Salaries				\$ 142,559.24
570 SocSec/Medicare(FICA)				
	07/31/2022		EE Tax Withheld	54,725.21
	07/31/2022		ER Tax withheld	16,536.71
Total for 570 SocSec/Medicare(FICA)				\$ 71,261.92
590 Personnel Benefits				
	07/14/2022	HRA VEBA Trust	June 2022 - VEBA and PEHP	17,430.14
	07/14/2022	Inroads Credit Union	Staff food fund - May, June, July	2,715.00
	07/31/2022	Inroads Credit Union	August Food Fund	905.00
	07/31/2022	HRA VEBA Trust	July 2022 - VEBA and PEHP	10,889.30
Total for 590 Personnel Benefits				\$ 31,939.44
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$ 309,253.44
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
	07/14/2022	Columbia 911 Communications	2021-22 Communications Services	125.00
	07/14/2022	Lexipol LLC	8/1/22 to 7/31/23 Contract	4,799.00
	07/14/2022	Columbia 911 Communications	2021-22 Annexed area & Special Contracts	1,825.55
	07/31/2022	FlashAlert Newswire	News Alert Subscription Fee	170.00
	07/31/2022	Blair Fox, LLC	1/2 payment - Monthly Moorage A3	250.00
	07/31/2022	Local Government Law Group	Labor and Personnel	637.00
Total for 670 Contract Services				\$ 7,806.55
740 Uniforms				
	07/14/2022	West Coast Shoe Company	Custom fit jobmaster	364.25
	07/14/2022	Ronnie Still	Pants Reimbursement	174.99
	07/31/2022	A+ Engraving, LLC	Nameplate	43.85
Total for 740 Uniforms				\$ 583.09
750 Maintenance on Equipment				
	07/14/2022	Sunset Auto Parts	DEF	227.88
	07/14/2022	Pro Automotive & Diesel	2015 GMC Sierra - 12688	230.00
	07/14/2022	Pro Automotive & Diesel	2005 chevy Suburban - 12346	1,295.76
	07/14/2022	Pro Automotive & Diesel	2017 Ford F350 - 12501	4,583.70
	07/14/2022	Wilcox & Flegel	190 gal - B5	937.49
	07/14/2022	L.N. Curtis and Sons	Flow tests	180.00
	07/14/2022	Pro Automotive & Diesel	2017 Ford F350 - 12385	409.66
	07/31/2022	Wilcox & Flegel	175 gal - EM; 150 gal - B5	1,450.02
	07/31/2022	Pro Automotive & Diesel	Diagnostics and maintenance	610.00
	07/31/2022	Pro Automotive & Diesel	Inspection and fluid change	350.00
	07/31/2022	Wilcox & Flegel	280 gal - B5	1,115.53
Total for 750 Maintenance on Equipment				\$ 11,390.04
760 Administration				
	07/14/2022	Pamplin Media - Spotlight	Public Notices	310.95
	07/14/2022	Oregon Occupational Medicine	Fit for duty exams - Wenner, Bernier, Dawkins	1,763.00
	07/14/2022	Inroads Credit Union	OFCA Membership - Marks	120.00
	07/31/2022		Paychex Invoice	209.75
	07/31/2022	Special Districts Assoc. of Oregon	Management Training Webinar	15.00
	07/31/2022	Heath, Maria	Petty cash for office	100.00
	07/31/2022	Pacific Office Automation, Inc.	Ongoing Maintenance	52.71
Total for 760 Administration				\$ 2,571.41

765 Information Technology				
	07/01/2022	CrewSense	Monthly Rate for May	770.22
	07/14/2022	Kleinberg Tech	June Report	210.00
	07/14/2022	Comcast Business	Acct# 8778102020633936	248.85
	07/14/2022	Verizon Wireless	Data Plan - Inv.# 9910047657	565.63
	07/14/2022	Centerlogic, Inc.	Onsite and support	316.25
	07/14/2022	Centerlogic, Inc.	75479 - Hardware and Software Maintenance	1,714.50
	07/31/2022	AirData UAV, Inc.	Enterprise Subscription	120.00
	07/31/2022	City of Portland	800 MHZ Access	151.92
	07/31/2022	EMS Technology Solutions, LLC	Operative IQ - Inventory Mgmt System - 45996	270.00
	07/31/2022	Centerlogic, Inc.	Onsite and support	187.50
	07/31/2022	TriTech Emergency Medical Systems, Inc.	July 2022 Billing	250.00
	07/31/2022	Verizon Wireless	25MB Data Plan	7.72
	07/31/2022	Active911, Inc.	Alerting Subscription	877.50
Total for 765 Information Technology				\$ 5,690.09
775 Emerg. Operating Supplies				
	07/31/2022	Sunset Auto Parts	Towels	80.00
Total for 775 Emerg. Operating Supplies				\$ 80.00
780 Building & Grounds Maint.				
	07/31/2022	Ace Hardware - Scappoose	Misc fasteners	12.26
	07/31/2022	Paramount Pest Control Inc.	Chapman Station pest control	120.00
	07/31/2022	Ace Hardware - Scappoose	Saw blades	29.99
	07/31/2022	Ace Hardware - Scappoose	Tape and Hardware	30.78
	07/31/2022	Ace Hardware - Scappoose	Hardware	4.99
	07/31/2022	Ace Hardware - Scappoose	Tarp	37.99
	07/31/2022	Door Works Co., Inc.	Von Duprin Dogging Mechanism	265.00
Total for 780 Building & Grounds Maint.				\$ 501.01
790 Training				
	07/14/2022	Jeremiah Hughes	OVFA Mileage	236.93
	07/14/2022	Cole Stout	OVFA Milage	239.85
	07/30/2022		Hermiston Training	-1,184.37
	07/31/2022	National Fire Protection Agency	Training and Reference Materials - Miguel	454.35
	07/31/2022	Curio, Kathryn	Uber Reimbursement	24.94
	07/31/2022	International Assoc. of Arson Investigati	Training for Mathews, Green, Liebig	1,620.00
	07/31/2022	Klamath County Fire District 1	Refund - FI-210 Class Tuition	495.00
	07/31/2022	Corvallis Fire Dept	Refund of payment - Emilie Anderson	495.00
Total for 790 Training				\$ 2,381.70
810 Utilities				
	07/14/2022	P.G.E.	Cleetwood	47.92
	07/14/2022	Graybar Financial Services	Voip phones	299.25
	07/14/2022	Waste Management of Oregon, Inc.	monthly Garbage/Recycling	127.45
	07/31/2022	Xfinity	Cable tv	28.20
	07/31/2022	Graybar Financial Services	Voip phones	299.25
	07/31/2022	Northwest Natural Gas	ACCT #447881-4	39.90
	07/31/2022	CRPUD	July 2022 statement	783.28
	07/31/2022	CenturyLink	Facility phones	206.60
	07/31/2022	City of Scappoose	Base Water Charge	49.29
	07/31/2022	AT&T Wireless Services	July Wireless	456.75
	07/31/2022	Spectrum VoIP	VOIP internet backup	61.12
Total for 810 Utilities				\$ 2,399.01
870 EMS Operations				
	07/14/2022	Life-Assist, Inc.	Med Source Extension	242.41
	07/14/2022	Bound Tree Corp.	EMS Supplies	220.48
	07/14/2022	Bound Tree Corp.	EMS Supplies	28.60
	07/14/2022	Bound Tree Corp.	EMS Supplies	49.43
	07/14/2022	Bound Tree Corp.	EMS Supplies	747.96
	07/14/2022	Bound Tree Corp.	EMS Supplies	166.68
	07/14/2022	Airgas - USA, LLC	9127571355	50.61
	07/14/2022	Airgas - USA, LLC	9127522490	202.12
	07/14/2022	Airgas - USA, LLC	9989822111	229.50
	07/14/2022	TriZetto Provider Solutions LLC	Claim Status Inquiry and other charges	121.40
	07/14/2022	Bound Tree Corp.	Megamover transport unit	220.48
	07/31/2022	Life-Assist, Inc.	Med Source Extension	192.00
	07/31/2022	Life-Assist, Inc.	Diltiazem	269.12
	07/31/2022	Bound Tree Corp.	RACEMIC EPI 2.25% Box of 30	59.50
	07/31/2022	Life-Assist, Inc.	Furosemide and Ibuprophen	167.25
	07/31/2022	Systems Design	EMS Billing - July	1,781.07
	07/31/2022	Life-Assist, Inc.	Numerous Items	1,368.57
Total for 870 EMS Operations				\$ 6,117.18
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$ 39,520.08
Total for 1...				\$ 348,773.52
Total for 1..GENERAL FUND EXPENDITURES				\$ 348,773.52

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		2,531,647.00	-2,531,647.00	
Conflagration		30,000.00	-30,000.00	
EMS Receipts	75,581.12	634,781.00	-559,199.88	11.91 %
Fire Marshal	120.00	1,000.00	-880.00	12.00 %
FireMed	225.00	20,000.00	-19,775.00	1.13 %
G.E.M.T. (Medicaid)	51,918.80	50,000.00	1,918.80	103.84 %
Gas Royalties		20,000.00	-20,000.00	
Grant Awards	100,000.00	1,000.00	99,000.00	10,000.00 %
Interest Earned on Investments	2,178.03		2,178.03	
Miscellaneous Revenue	23.86	60,528.00	-60,504.14	0.04 %
Property Taxes				
Taxes - Current				
Local Option Levy	16,840.45	2,708,992.00	-2,692,151.55	0.62 %
Permanent Rate Levy	10,061.10	1,732,580.00	-1,722,518.90	0.58 %
Total Taxes - Current	26,901.55	4,441,572.00	-4,414,670.45	0.61 %
Taxes - Prior Years	7,178.33	85,000.00	-77,821.67	8.45 %
Total Property Taxes	34,079.88	4,526,572.00	-4,492,492.12	0.75 %
Total 1. GENERAL FUND REVENUES	264,126.69	7,875,528.00	-7,611,401.31	3.35 %
Total Income	\$264,126.69	\$7,875,528.00	\$ -7,611,401.31	3.35 %
GROSS PROFIT	\$264,126.69	\$7,875,528.00	\$ -7,611,401.31	3.35 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	63,492.84	688,500.00	-625,007.16	9.22 %
560 Personnel Salaries	153,872.60	2,896,854.00	-2,742,981.40	5.31 %
570 SocSec/Medicare(FICA)	71,378.41	221,609.00	-150,230.59	32.21 %
580 Volunteer Services		20,000.00	-20,000.00	
590 Personnel Benefits	31,939.44	781,810.00	-749,870.56	4.09 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	320,683.29	4,608,773.00	-4,288,089.71	6.96 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	7,806.55	55,000.00	-47,193.45	14.19 %
680 Communications Maintenance		15,000.00	-15,000.00	
720 Public Fire Services		20,000.00	-20,000.00	
730 Property & Liability Insur.		70,000.00	-70,000.00	
740 Uniforms	583.09	20,000.00	-19,416.91	2.92 %
750 Maintenance on Equipment	11,390.04	150,000.00	-138,609.96	7.59 %
760 Administration	2,760.41	56,000.00	-53,239.59	4.93 %
765 Information Technology	5,690.09	120,000.00	-114,309.91	4.74 %
770 Cleaning Materials & Supplies		5,000.00	-5,000.00	

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
775 Emerg. Operating Supplies	80.00	80,000.00	-79,920.00	0.10 %
780 Building & Grounds Maint.	501.01	114,000.00	-113,498.99	0.44 %
790 Training	2,622.26	85,000.00	-82,377.74	3.09 %
810 Utilities	2,399.01	40,000.00	-37,600.99	6.00 %
870 EMS Operations	6,117.18	160,000.00	-153,882.82	3.82 %
Total 1.2 GENERAL FUND MATERIAL & SVC	39,949.64	990,000.00	-950,050.36	4.04 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment		225,528.00	-225,528.00	
Total 1.3 GENERAL FUND CAPITL OUTLAY		225,528.00	-225,528.00	
1.4 GENERAL FUND DEBT				
930 Debt		65,000.00	-65,000.00	
Total 1.4 GENERAL FUND DEBT		65,000.00	-65,000.00	
Total 1...	360,632.93	5,889,301.00	-5,528,668.07	6.12 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		455,000.00	-455,000.00	
Total 1.5 GENERAL FUND TRANSFER OUT		455,000.00	-455,000.00	
1.6 GENERAL FUND CONTINGENCY		400,000.00	-400,000.00	
1.7 GENERAL RESERVED FOR FUTURE		1,008,128.00	-1,008,128.00	
Total 1..GENERAL FUND EXPENDITURES	360,632.93	7,752,429.00	-7,391,796.07	4.65 %
2. GRANT FUND EXPENSE				
2.3 MATERIALS & SERVICES		1,000.00	-1,000.00	
Total 2. GRANT FUND EXPENSE		1,000.00	-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	
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		150,000.00	-150,000.00	
Total 4. PERSONNEL SVC FUND EXPENSE		150,000.00	-150,000.00	
Total Expenses	\$360,632.93	\$8,421,528.00	\$ -8,060,895.07	4.28 %
NET OPERATING INCOME	\$ -96,506.24	\$ -546,000.00	\$449,493.76	17.68 %
NET INCOME	\$ -96,506.24	\$ -546,000.00	\$449,493.76	17.68 %

AMBULANCE BILLING & TRANSPORT REPORT

MONTHLY RESPONSE & ACTIVITY REPORTS

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



JULY 2022

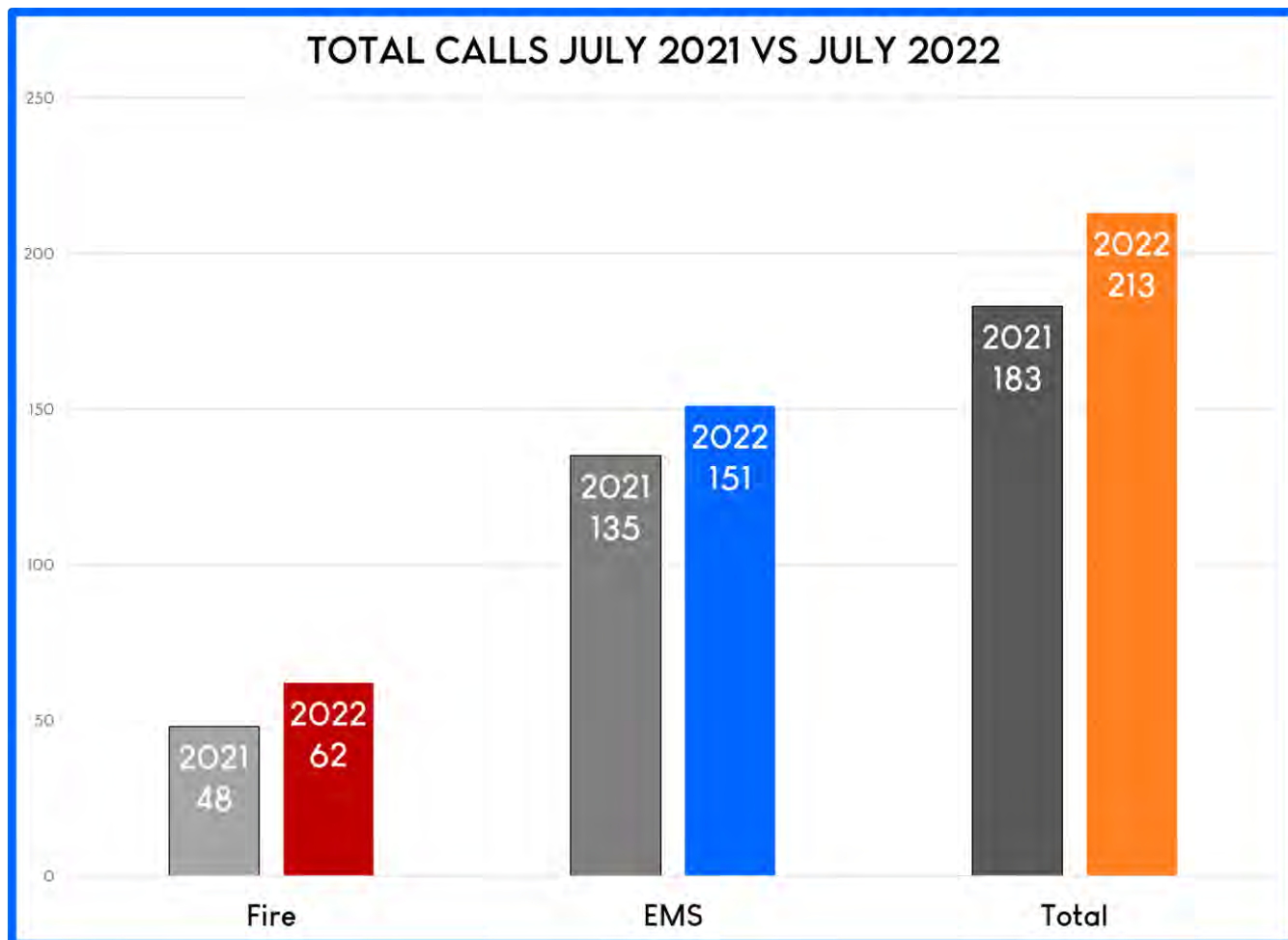
OPERATIONS

For the month of July, the ratio of EMS incidents to Fire incidents was 71% to 29% respectively. Total EMS related calls for the month were 151, including a total of 164 patients treated, with 90 of those transported to area hospitals. COVID-19 was suspected or confirmed in 11 patients.

Approximately 49% of the total call volume (104 incidents) represents overlapping calls (at least one other call in progress). Approximately 40% (27 incidents) of the of the 68 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 213, with a total of 398 apparatus responses spending 229 hours and 22 minutes of time. Total Fire & EMS incidents for the same month in 2021 was 183. There were 16% more calls this month compared to the same month last year.

For the month of July, SRFD averaged 2.00 Fire calls per day and 4.87 EMS calls per day for an overall daily average of 6.87 calls per day.

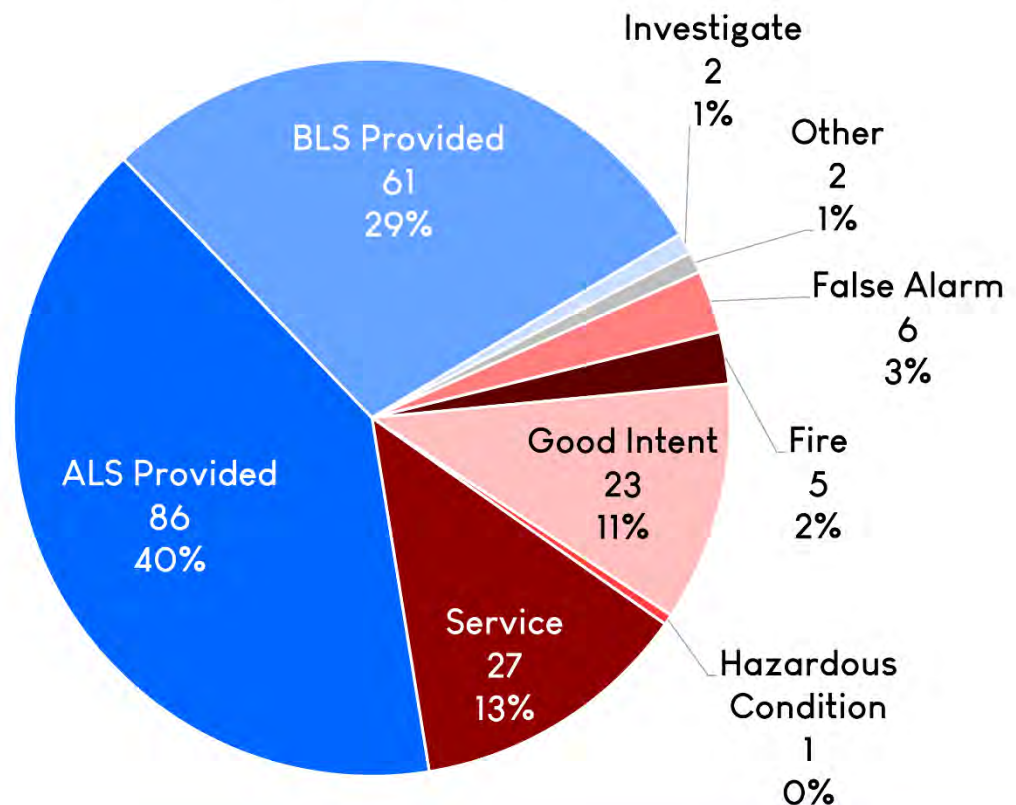


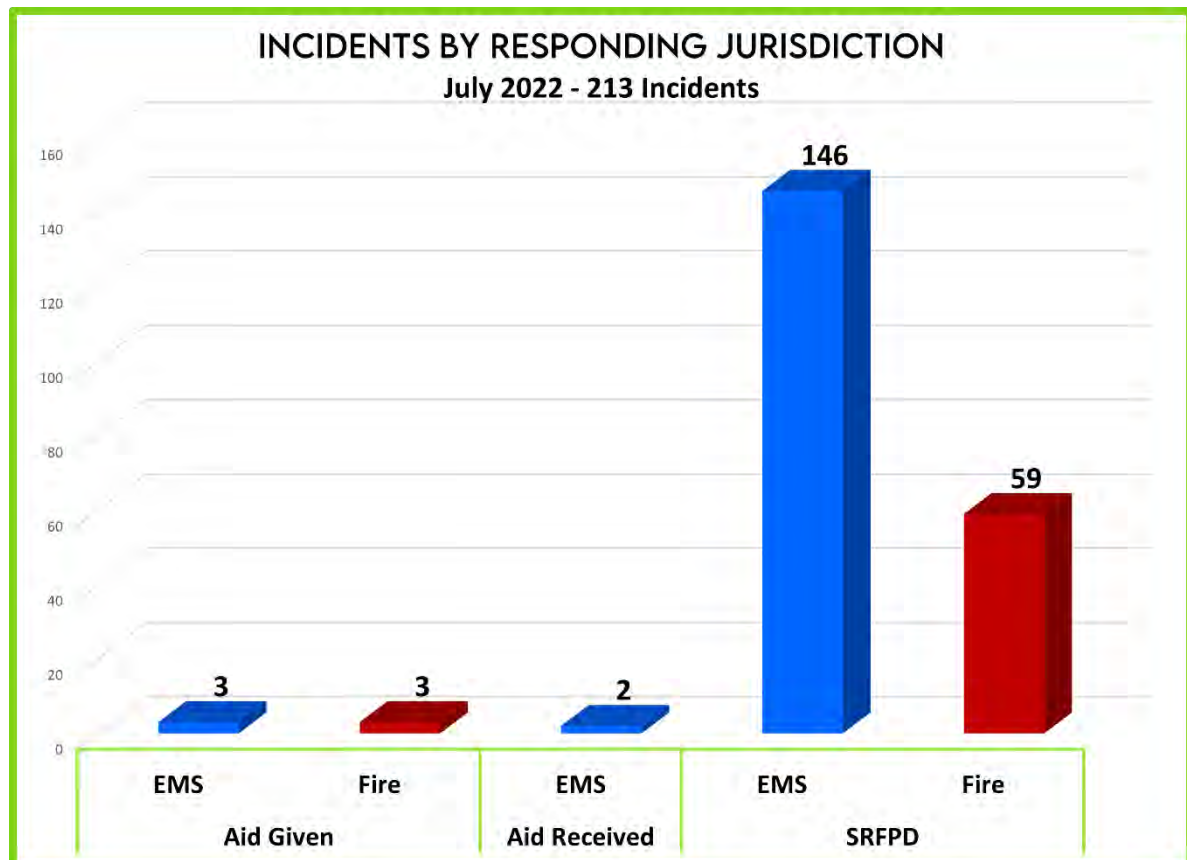
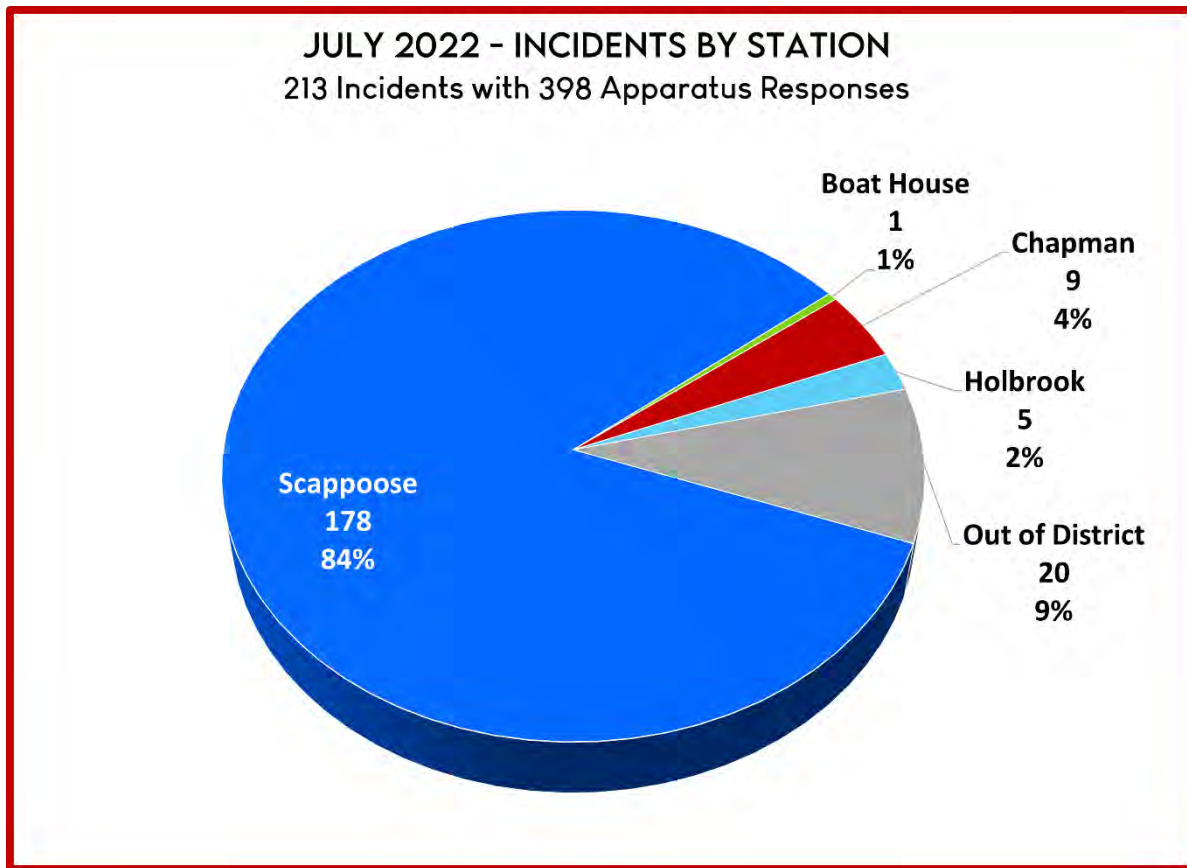
FIRE AND EMS CALL BREAKDOWN FOR JULY 2022

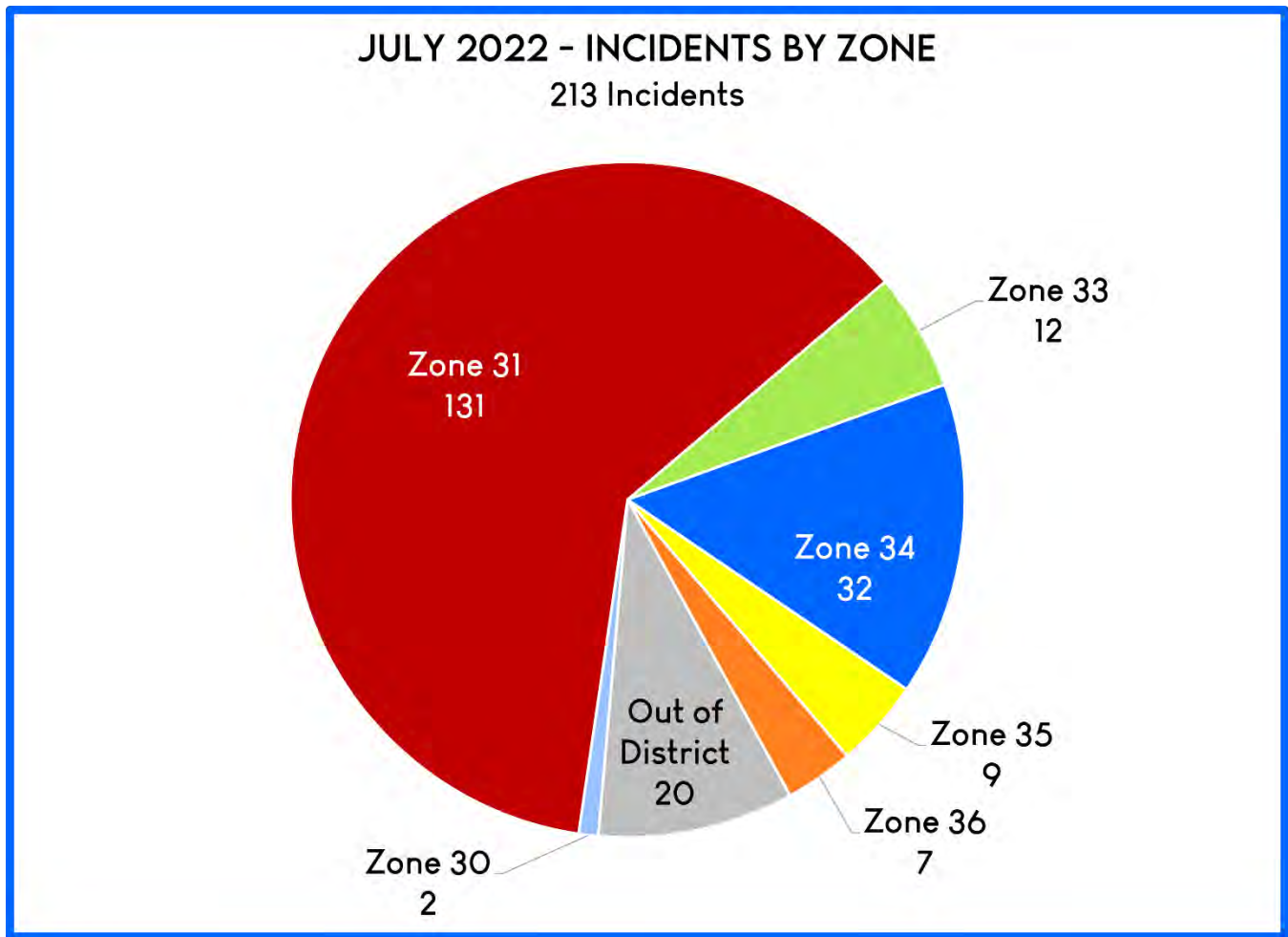
Fires	5
Hazardous Condition	1
Service Call	27
Good Intent	23
Other Assistance	0
False Alarm	6
FIRE CALLS TOTAL	62

ALS Provided	86
BLS Provided	61
Investigate	2
Cancelled	0
Other Assistance	2
EMS CALLS TOTAL	151

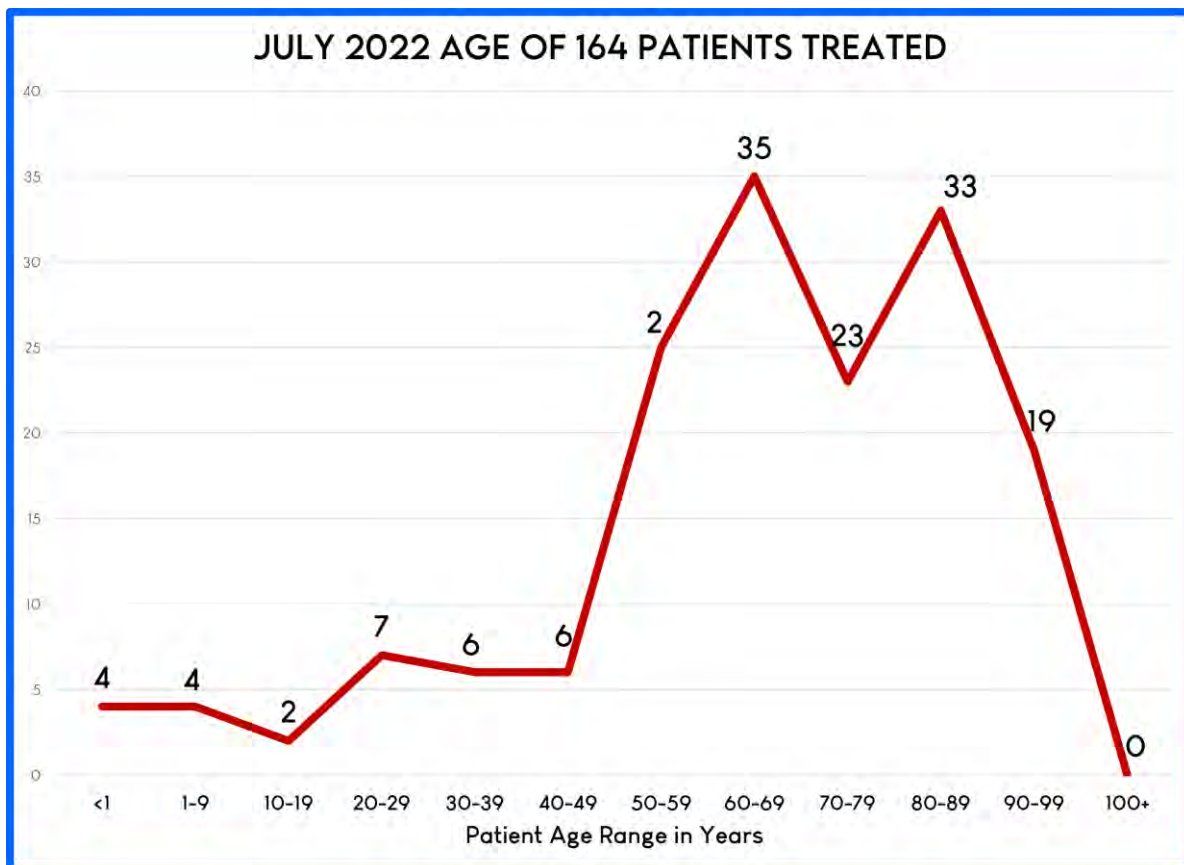
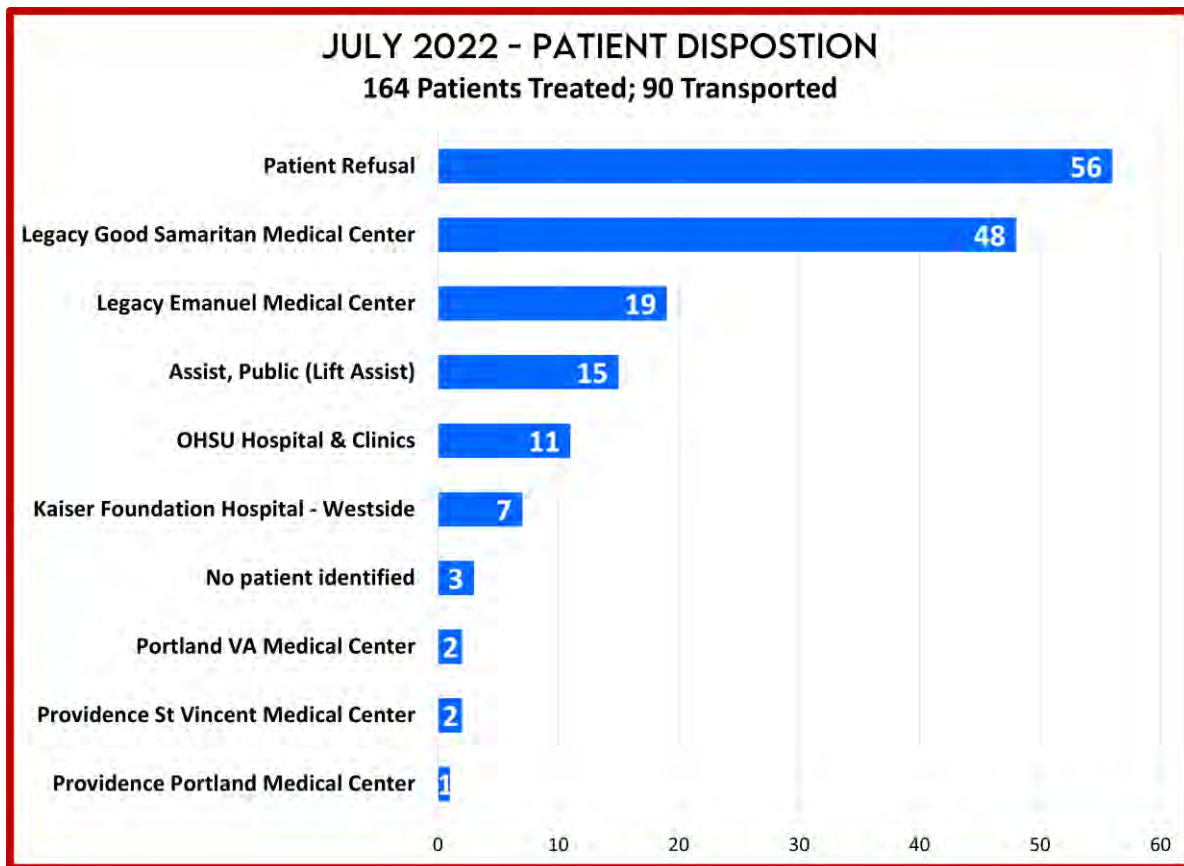
JULY 2022 - CALLS BY TYPE
213 Incidents



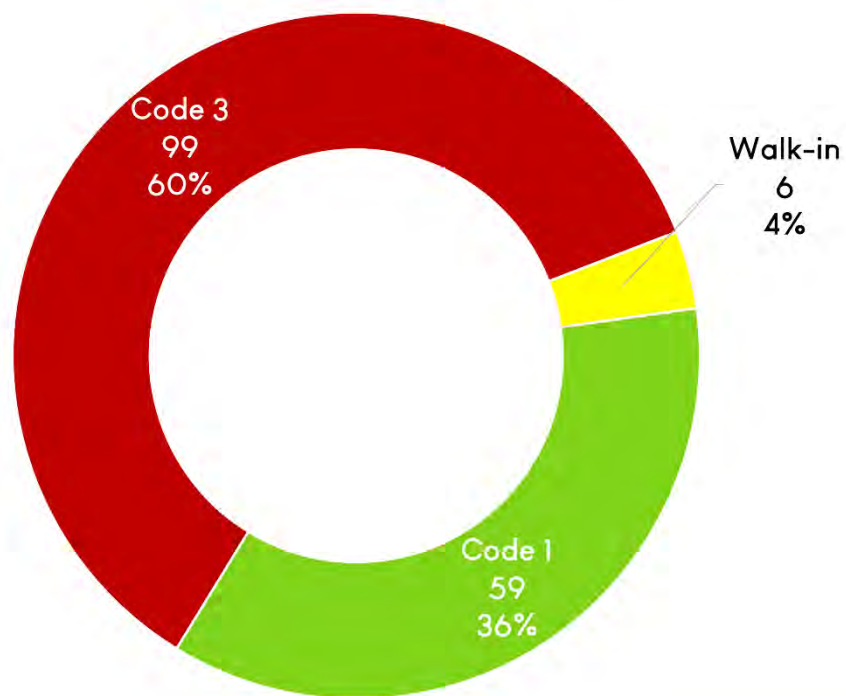




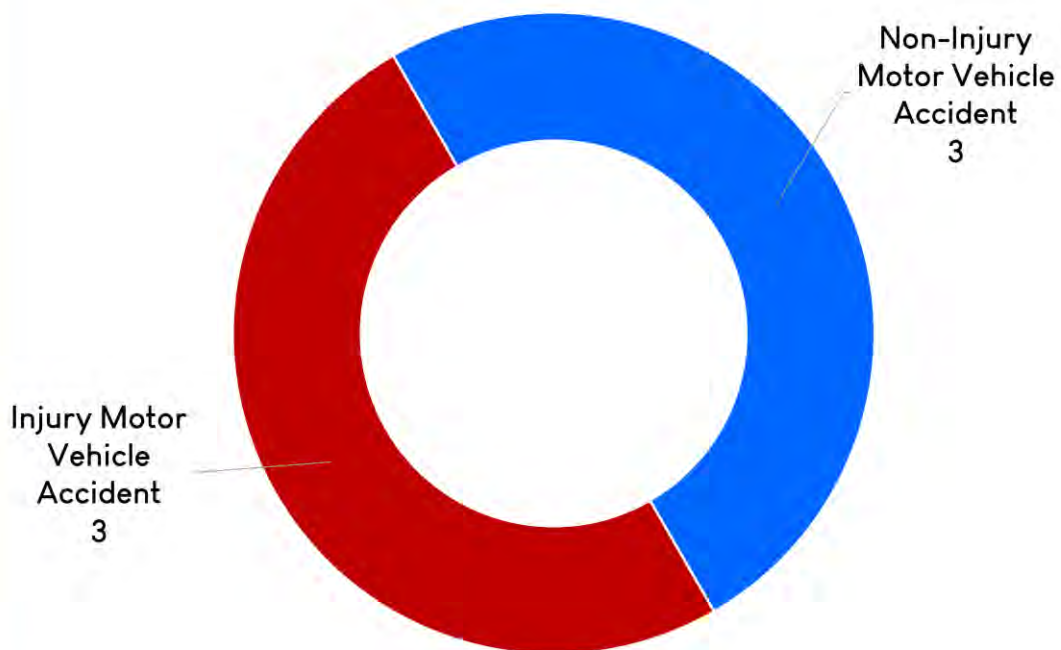
OPERATIONS



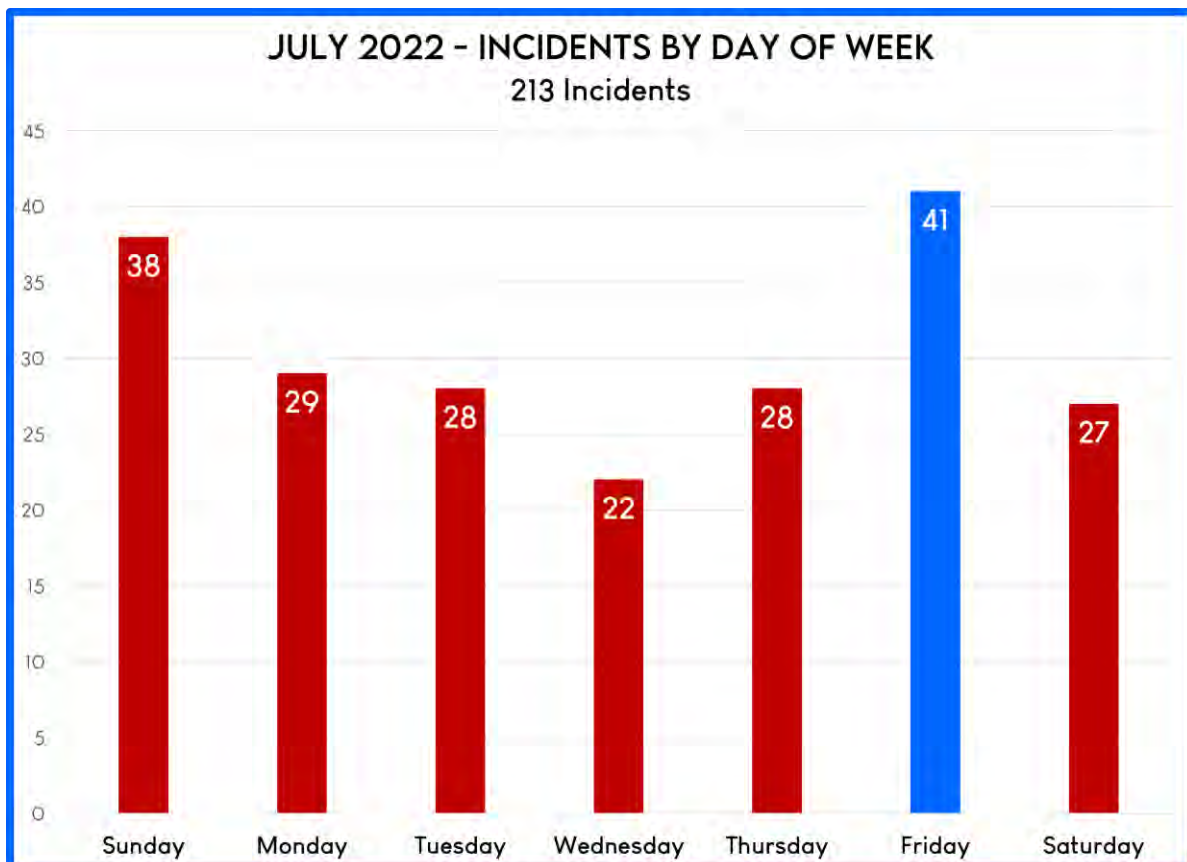
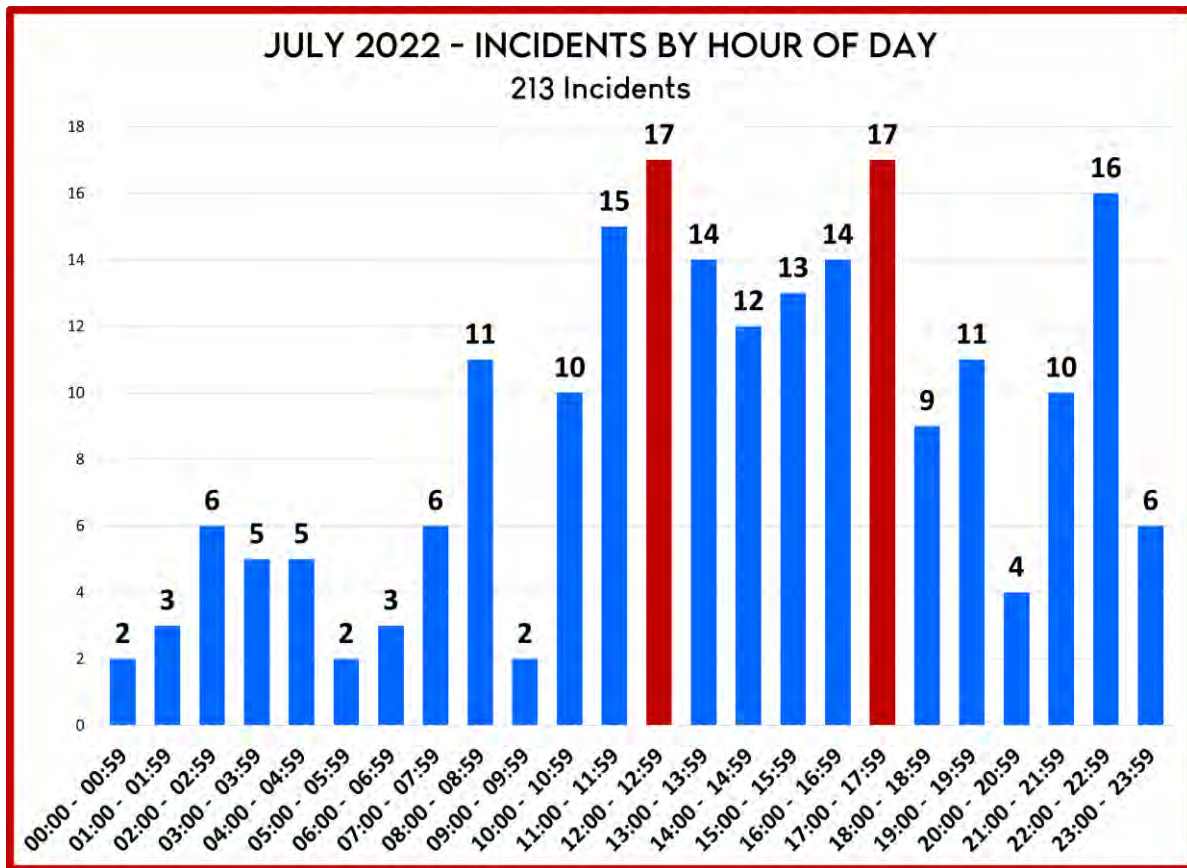
JULY 2022 - EMS RESPONSE MODE
164 Patients

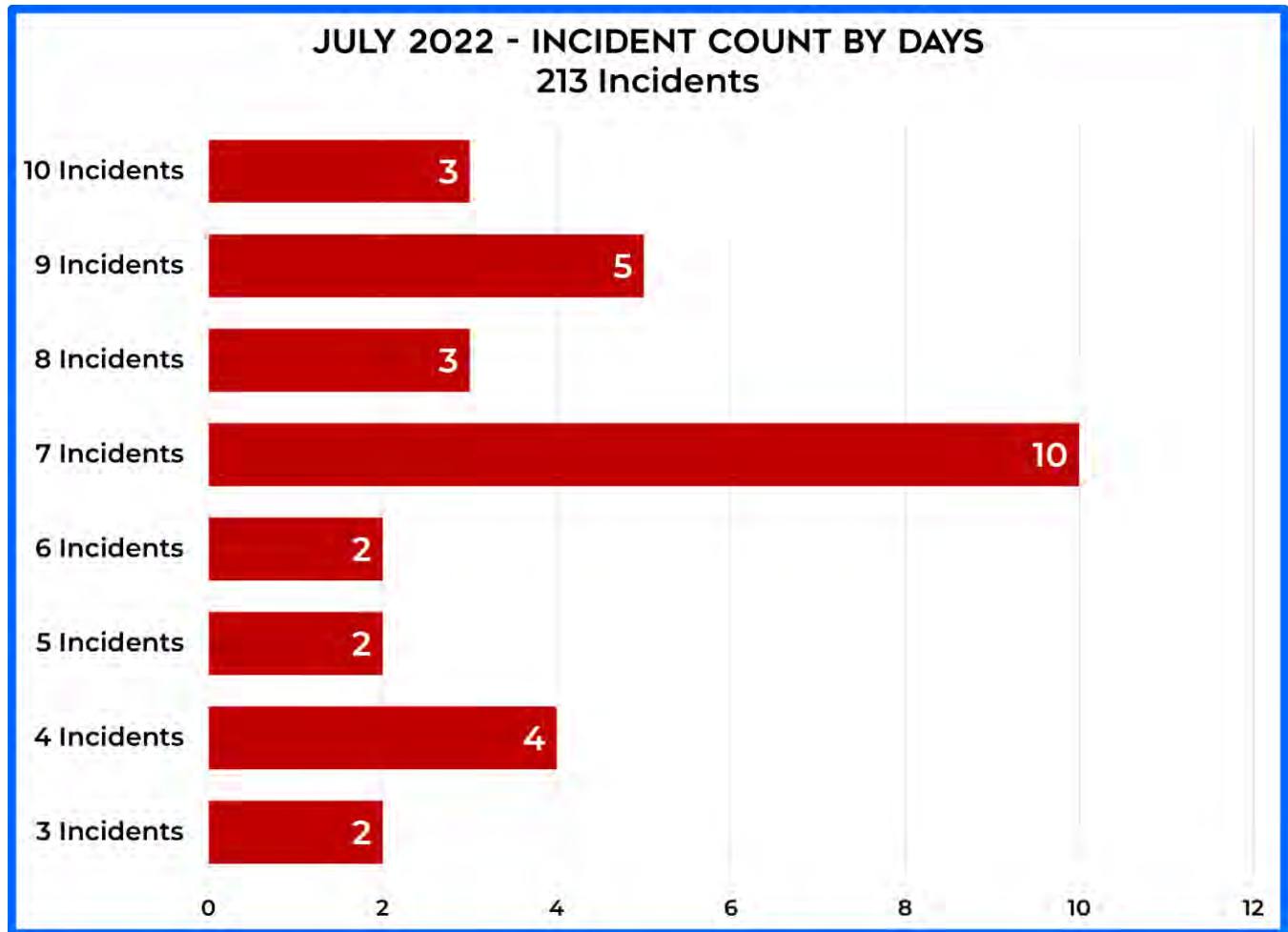


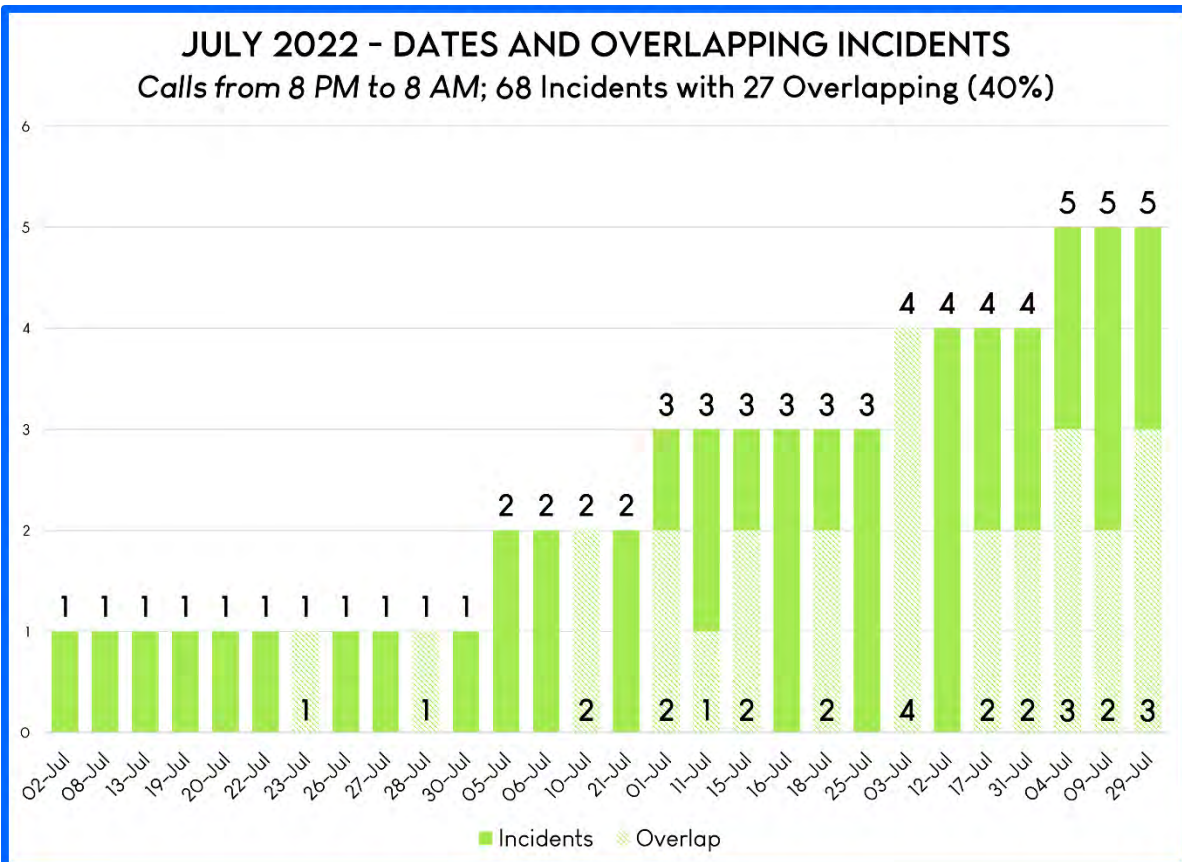
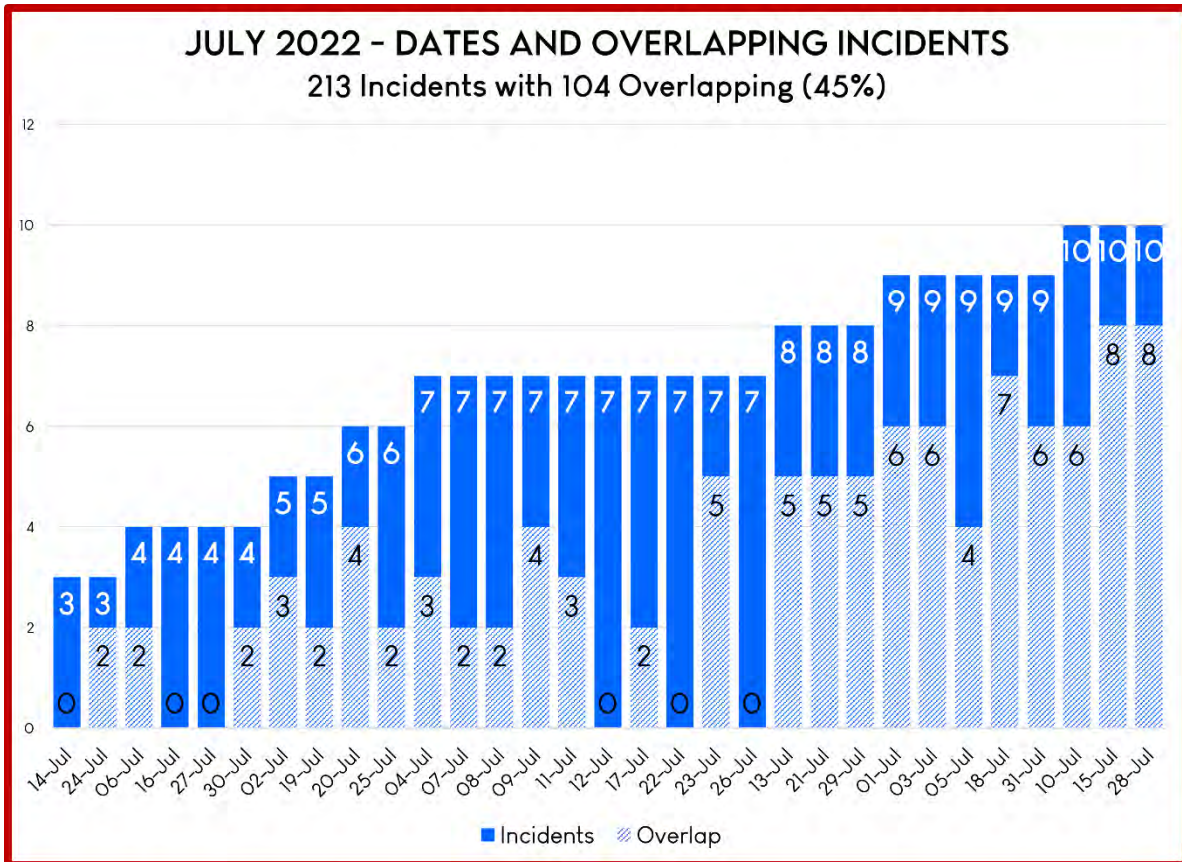
JULY 2022 - 6 MOTOR VEHICLE ACCIDENTS



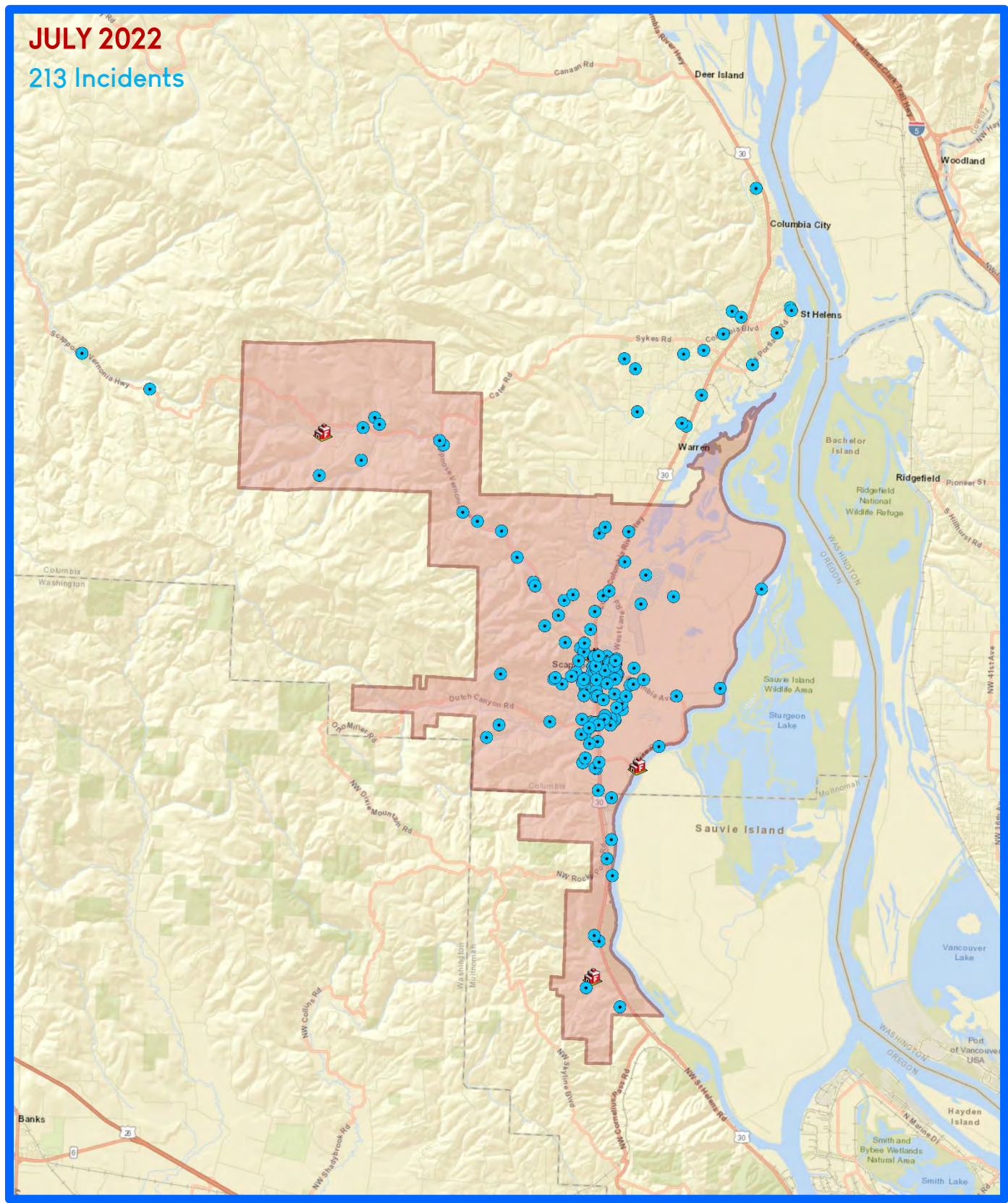
OPERATIONS







OPERATIONS



Flight #1	2022-07-04 09:00:52	Air Time: 00:06:45 Total Mileage (Miles): 0	Max Altitude (Feet): 42.9 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761635,-122.879082			
Takeoff Degrees/Minutes/Seconds: 45°45'41.89"N,122°52'44.69"W			
Photos: 0	Videos: 0	Drone Name: EVO 2_1017	Drone Type: EVO2
Avg Wind: 3.0	Max Gust: 7.9	Weather Summary: Overcast	

Flight #2	2022-07-03 17:46:59	Air Time: 00:12:44 Total Mileage (Miles): 2	Max Altitude (Feet): 214.5 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764702,-122.892929			
Takeoff Degrees/Minutes/Seconds: 45°45'52.93"N,122°53'34.54"W			
Ground Weather Summary: Mostly Cloudy			
Photos: 0	Videos: 0	Drone Name: EVO 2_1017	Drone Type: EVO2
Avg Wind: 8.0	Max Gust: 13.7		

name	startDate	startTime	endTime	flightHours	locationName	droneName	takeoffLatitude	takeoffLongitude
FA34W	7/19/22	12:32 PM	12:38 PM	0.09	1244 N Hayden Island Dr	UR4WX	45.61396	-122.678964
FODIC	7/19/22	12:25 PM	12:26 PM	0.03	1244 N Hayden Island Dr	UR4WX	45.613963	-122.678964
FE0PQ	7/19/22	12:21 PM	12:23 PM	0.05	1244 N Hayden Island Dr	UR4WX	45.613971	-122.678967
FIN8R	7/17/22	6:54 PM	6:56 PM	0.04	32758 NW Bella Vista Dr	UR4WX	45.764696	-122.89299
F3O1S	7/17/22	6:52 PM	6:53 PM	0.01	32758 NW Bella Vista Dr	UR4WX	45.764713	-122.893006
F4G3M	7/17/22	6:45 PM	6:46 PM	0.01	32758 NW Bella Vista Dr	UR4WX	45.764706	-122.892979
FCIXB	7/17/22	6:42 PM	6:45 PM	0.04	32758 NW Bella Vista Dr	UR4WX	45.764715	-122.892966
FFYXR	7/17/22	6:37 PM	6:40 PM	0.04	32758 NW Bella Vista Dr	UR4WX	45.764687	-122.892896
FMIPJ	7/3/22	5:43 PM	5:44 PM	0.02		UR4WX	45.764714	-122.892939
F48CC	7/3/22	5:34 PM	5:40 PM	0.1		UR4WX	45.764704	-122.892947
			TOTAL Flight Time	0.43				

STAFF REPORTS

Fire Chief Report

July

Meetings Attended

Date	Topic	Date	Topic
7/1/22	Catastrophic Workshop	7/13/22	Meeting with Attorney (Remote)
7/4/22	Pancake Breakfast	7/14/22	National Homeland Security Conf.
7/4/22	Staffing Fire Boat for Fire Works in SH	7/14/22	Meeting with Attorney (Remote)
7/5/22	RDPO Program Committee	7/14/22	Board Meeting (Remote, sort of)
7/5/22	Admin Team meeting	7/18/22	Meeting with Air Data
7/6/22	Anne Parrot Farwell gathering CCPH	7/19/22	RDPO UAS Aviation Program Rollout
7/7/22	Law Enforcement Work Group	7/20/22	JAMF Meeting
7/7/22	COA Rollout pre meeting	7/21/22	AUVSI Meeting
7/11/22	National Homeland Security Conf.	7/22/22	Time with Team C-Shift
7/11/22	Fire Defense Board Mtg (remote)	7/22/22	Col. Co. EM Meeting
7/11/22	DART Class New Mex Tech	7/22/22	Vacation
7/12/22	National Homeland Security Conf.	7/23/22	Vacation
7/12/22	HSEMC Meeting (Remote)	7/24/22	Vacation
7/13/22	National Homeland Security Conf.	7/25/22	Vacation

Hours Worked July: 162 Hours

On Call in July: 175 Hours

TOTAL HOURS: 337

Training

Drone Assessment and Response Tactics
National Homeland Security Conference
RDPO Public Safety Aviation Project

Projects

Mutual Aid Agreement with Cowlitz County – *Complete*
EMS Boundaries Multnomah County – *In Progress*
Draft Strategic Plan – *In Progress*
Fire Station Project ~ *In Progress*
RDPO UAS Grant ~ *Complete*
OSFM HMEP Grant ~ *Submitted*
SPIRE Grant ~ *Submitted*
SPIRE Grant ~ *Grant Reviewer for the state*
OSFM Staffing Grant ~ *Awarded \$35,000 – process to use is in progress*
Senate Discretionary spending request~ *Submitted*
2022 AFG Grants ~ *Submitted*
Fire Code Guide Update - *Tabled*

July was one of the busiest months for me in years. It's hard to start and end with respect to the number of projects and responsibilities that were required to be completed. In addition to this, I think it is also reasonable to state that my stress level and energy level was at an all time high. Part of this was a result of a trifecta of projects all coming together at the same time, but also trying to balance health, family life, work and the needs of the district. Thankfully, a lot of this is behind me, however, it was a wakeup call for what reasonable productivity is and where we need to be planning for the future.

I am confident that we are on a more sustainable path financially, however this will only become a reality if the processes that I have put in place with our Finance Director continue. We have a lot to improve upon, but all in all, we are in a better place than we were 3 years ago. I think we are on a sustainable path, assuming the economy doesn't throw us an easter egg or two. A lot of this was made possible as a result of our relationship with our labor group. A continued need of administration and the board is to continue to build on the trust climate we have established over the last two years with our management changes. We need to continue to build on maintain our plans and levels of communication about our future plans. It will take all of us working together to prove to the community that our needed future changes are reasonable and prudent.

All of this is predicated upon our fiscal frugality. While we did have savings of significance for the first time in many years, this is only a start. Additionally, this start also includes investments back in our response equipment, capabilities and brick and mortar. Staff is continuing on several projects that will help to facilitate our need to invest back into sustaining what we have. This will be highlighted in the Operations report.

We are still waiting to hear about several of the grants that we have submitted over the last year. While we are keeping our fingers crossed, we still need to invest in the needed investments of service sustainment. Specifically with grants we were asked to help review the SPIRE grants, which we are doing. This has included about 34 hours of review time. This is important as OEM has been short staffed with retirements and, this helps us with future requests. We did receive good news with our Senate Discretionary Finding request for our workforce training collaboration with PCC and the Scappoose High School. Our request made it through the second committee review which was where we were competing against the other 49 states. If everything goes as planned, we will be awarded \$198,000 to purchase equipment and pay staff overtime to teach at the Highschool. This program will promote volunteerism, give HS students college credit, train them up to be pilots and give them insight and opportunities for future education and jobs. Think of this as a cadet program on steroids. We plan to do a couple of field trips to PCC OMIC, OMIC and the Tillamook UAS test range.

With several of the stressful projects behind us, I will finally be able to spend more time thinking about the district. While wildfire season may throw us a couple of curve balls, more time will be dedicated to district projects.

OPERATIONS REPORT

Every month seems to bring us several gems that warrant our attention. Part of this is a result of our aging equipment, station and our inability over the last three to four years to fund regular maintenance and upgrades of district equipment. Thankfully the sprinkler system problem has been put in check till we do a renovation or fund upgrades. Unfortunately, the mobile radios took the place of the sprinklers. As of this report, we have received our first installment of repaired radios to install in the vehicles. So far so good. We are waiting for our additional radios that are in the cue with many other agencies from around the country. Thankfully, BK has made good on their customer service and for our troubles, they provided a significant upgrade to our mobiles.

We are still moving forward with our station plans and our next meeting for the station committee will be August 23 at 2PM unless there is a change. We have preliminary drawings and need to continue to finalize all of the details before we end up with shovel ready drawings. On the station, staff is going back through quotes to move forward with repainting the main station. The station needs a lot of tlc.

Another challenge we had this last month was with the fire boat. Our monitors that provide radar, GPS, thermal, equipment and motor insights and water depth have failed. This is a critical component of our marine responses. Staff has been directed to make the replacement of these components a priority. This was a budgeted expense. We are looking at all options before we purchase anything.

For the most part, our equipment has been in operable condition with few challenges. We will continue the process of establishing an engine specification to bring to the board to get in the cue to continue our apparatus replacement process. Two staff requests to expect at the next board meeting will be for a request to purchase a new type one fire engine and a chassis for the rescue. Our current working plan is to surplus the current rescue. We will then remount the box from the Portland brush rig and incorporate all our rescue equipment on that box. We will need to purchase a new 4x4 crew cab chassis at the 550 rating or higher. The current chassis will be re purposed and have a flatbed mounted on it. This will replace the current pickup and plow truck. The one upgrade we will need to make is adding air conditioning.

Staffing has occupied a significant portion of our time. We are not fully staffed yet with our NIFF positions. Focus has been placed on the recruitment and retention coordinator position first. We need to dedicate more time and resources to our volunteer program.

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: Nothing to report at this time. 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.

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

Division Chief Marks
August 2022

July Projects:

Duty Shifts Safety Program Wellness Program
CQI Program ASA Review HIPAA Review

Drills / Activities / Meetings in July included

Admin and Officers Meetings Fire Defense Board
Protocol Development Union Negotiations
Board Meeting Live Fire Training

Work on the RAWs continues. I was unable to attend the latest RAWs meeting due to other commitments. Work on this project continues.

Patriot Fire continued work on the sprinkler system at the Scappoose Station. The tech was able to replace the two lines with leaks and completely drain the system. I will be working on replacing old / stained ceiling tiles in the near future. As long as the system maintains, work on the remaining portions of the system will be put on hold until decisions on the building are made.

We received some of the EMS equipment grant submitted. These items are now required to be carried on all ground ambulances according to OAR. While OHA did not send much, the equipment sent will assist with saving money for future expenses.

Chief Bautista and I have been working with the two staff members that attended the Defensive Tactics for EMS providers Train the Trainer course. We are reviewing the schedule for dates to teach the class inhouse. This class will be mandatory for all staff. This project continues to be moved forward.

I have been working with Dr. Sasek regarding training. With summer schedules, it is difficult finding times for him to visit the station and have a large group to

attend. We have had to cancel other scheduled training times due to him having to cover emergency shifts at the ER.

Lt. DuBois, NIFF Curio and I attended the Image Trend Connect conference in St. Paul in July. This conference gave the three of us some much-needed information. We will be working on updating and improving the program to meet our needs including the CQI module. This will improve the service we provide to our community by ensuring our patient care is the high quality that we are known for.

I would like to thank the duty crews for all the assistance with the fire / EMS academy at the beginning of July. They did much of the heavy lift of this academy.

There was an incident with the Fire Boat during July. During a night response the boat ran aground. The crew tried multiple times and ways to become unstuck but all attempts were unsuccessful. The crew waited until high tide and were able to motor out without further incident. On the way back to the boat house, the boat performed without issue. I will be working with Lt. Anderson and DuBois on a project regarding the boat. This project will be to replace some of the old, outdated and nonfunctioning electronics of the boat. This project is included in the FY 22/23 budget.

My Time Worked in July 2022	162.25 hours
Call Time in July 2022	181 Hours (call shifts minus office time)

Total Hours for July 2022	343.25 Hours
---------------------------	--------------



Aircraft Incident

Chief Bautista Report

August 2022

Projects:

Create templates for Referral and Acknowledgement replies from City and County request. (Completed)

Create template for Fire Service Reviews for driveway inspections. (Completed)

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 start)

Fire Marshal Duties:

Conducted four (4) driveway inspections, conducted two (2) consults, and two (2) special event permit reviews were conducted.

We are hosting two (2) courses this summer. F1-210 Wildland Fire Investigator and Fundamentals of Fire Investigation. We have three (3) members who are interested in learning fire investigations. This will be a significant step towards boosting our pool of fire investigators for the district.

OSFM Company Inspector courses have been scheduled for August and is mandatory for all career staff. Volunteers and Part Time personnel are welcome to attend and strongly encouraged. This training will kick off our districts fire inspection program starting in September 2022.

Training Duties:

Firefighter Academy was conducted from 7/5/2022 through 7/21/2022. We brought on two (2) full-time firefighters and one (1) part-time firefighter.

Working with members of the organization to process all required certifications and develop training plans. SRFD members have made significant progress completing task books and required training for their current positions.

I will be working on a training plan with the Volunteers to meet the goal of the few remaining members who need to complete their firefighter 1 task books. Then developing a plan for members identified for future development towards leadership positions.

We received our Maintenance Re-Certification Packet from DPSST, I will be working on completing that for SRFD.

My submission for curriculums for NFPA Fire and Life Safety Educator 1 and Public Information Officer were accepted by DPSST. This will allow me to offer a hybrid course to our personnel. I will be assigning the NFPA Fire and Life Safety Educator 1 course to a few personnel in the month of August as we work to build up our public education programs.

Finally, I am working to coordinate training for the following areas: Auto Extrication (new NFPA levels), Aerial Operator, Maritime Boat Operator, and Swiftwater/Surface Water Technician.

June Meetings:

Date	Topic
7/5/2022	Admin Meeting
7/11/2022	Fire Defense Board Meeting (Virtual)
7/11/2022	Wildland Incident Command Meeting (Virtual)
7/11/2022	Special Event Permit - Scappoose Soccer Club
7/11/2022	Special Event Permit - Recreational Croquet Tournament
7/12/2022	SRFD Firefighter Academy Live Fire Burn Drill
7/13/2022	Driveway Inspection – 26085 NW Dixie Mountain
7/13/2022	SRFD Safety Meeting
7/14/2022	Firefighter Exposure Detection Research Discussion w/ Dr. Tolentino
7/15/2022	Driveway Inspection Final - 30120 Edgewood Drive
7/25/2022	Emergency Management Coordination Call
7/25/2022	Knox FDC Cap Walk-in Inquiry
7/26/2022	Rail and Airport Response Discussion
7/27/2022	Diversity, Equity, & Inclusion: The Keys for Making a Positive Impact on Volunteer Recruitment and Retention
7/27/2022	OSFM Engine Program Clinic
7/27/2022	Driveway Inspection (Initial) Gibbs Rd
7/27/2022	Driveway Inspection (Initial) Crimson Ln
7/28/2022	Competency Recognition Proposed Rule Changes Stakeholder Meeting
7/28/2022	Driveway Requirements Inquiry for Jocky Hill Drive

Chief Officer Development:

Completed my first year at SRFD, waiting to meet with Chief Pricher to review my employee evaluation.

My Upcoming Training:

TEEX – Pediatric Disaster Response and Emergency Preparedness McMinnville, OR 8/9/22 to 8/10/22
may be cancelled due to schedule conflicts and staffing

Total hours for July 2022: 261.25 hours (Duty officer 204 hours worked at the station.)

Mike Bloomquist – Finance Director

August 2022

Active Projects:

- Procedure documents for key Finance Dept processes. **Still in process.**
 - ~~○ Payroll~~
 - Month end accounting close
 - ~~○ Onboarding/Offboarding employees~~
 - PERS \$ and hours reporting
 - Treasury management
- ~~- New Point of Sale system for front office. **We have selected Square for our POS solution. Working on implementation now.**~~
- Preparation for annual audit process. **Sept 8 is the start date. We are gathering documents and uploading to the audit portal now.**

OLD BUSINESS

COMITTEE REPORTS

NEW BUSINESS

COMMUNICATIONS