

**Scappoose Rural Fire District**  
**Board of Directors Regular Meeting**  
**Thursday, October 17, 2023**

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Meeting ID: 273 755 937 628

Passcode: khapZx

- I. Call to Order & Flag Salute
- II. Roll Call
- III. 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.”**
- IV. Consent Agenda
  - A. Approve Minutes from 9-14-2023 regular meeting
  - B. Approve Sept. 2023 Profit & Loss Detail
  - C. Approve Sept. 2023 Budget vs. Actual
- V. Statistical Data
  - A. Ambulance Activity Report
  - B. Response Activity Report
  - C. UAS Flight Summary
- VI. Staff Reports
  - A. Chief’s Report
  - B. Operations Report
  - C. EMS Operations Report
  - D. Fire Marshal & Training Report
  - E. Finance Report

- VII. Old Business
  - A. Lexipol Policy Updates (None at this meeting)
  
- VIII. Committee Reports
  - A. Management Team
  
  - B. Long Range Planning Committee
  - C. Awards & Incentives
  
- IX. Miscellaneous
  
- X. New Business
  - a. Bunker Gear (Turnouts) Purchase Request
  - b. Supplemental Budget for November Meeting
  
- XI. Communications
  
- XII. Good of the Order
  
- XIII. 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, September 14, 2023**

Microsoft Teams Meeting

- I. **Call to Order & Flag Salute** – President Reeves called the meeting to order at 7:00 PM and led the flag salute.
  
- II. **Roll Call** – President Reeves, Vice President Graham, Director Gift, Director Kriek, Director Sorenson, Chief Pricher, Division Chief Marks, Lt. Anderson, Lt. DuBois, FF Ahlers, FF Mathews, ERT Curio, FA Heath.  
Lt. Heuer attended electronically.
  
- III. **Public Comment** – None
- IV. **Consent Agenda** –
  - A. Approve Minutes from 8-10-2023 regular meeting. No discussion. Director Kriek moved to approve the minutes. Director Gift seconded.  
**Motion passed unanimously.**
  
  - B. Approve August 2023 Profit & Loss Detail – Director Sorenson asked for clarification on the \$59K check to Clackamas Fire for personnel salaries & apparatus charges incurred during the REMS deployment. We expect reimbursement from the US Forest Service within approximately 60 days. Director Gift asked about charges for background checks for new volunteers. Director Sorenson commented on the fuel charges incurred during the REMS deployment.  
Director Kriek asked about charges for 2006 Jeep transmission and if these charges will be reimbursed. Chief Pricher said we would not be reimbursed, and explained why the charges are well worth the cost as a used vehicle would have cost more than the approximately \$5000 charges.  
Director Gift commented that he was glad to see the purchase of a cyanokit in the expenses.

Director Sorenson asked for clarification on charges of 2015 GMC. It was explained that the charges for parts and labor are separated on the P & L.

- C. Approve August 2023 Budget vs. Actual – Director Sorenson commented on the increased EMS revenue to date this fiscal year.

Director Gift moved to approve both B & C of the consent agenda. Director Krieck seconded.

**Motion passed unanimously.**

V. **Statistical Data**

- A. **Ambulance Activity Report** – Director Gift noted there were no COVID transports during August.
- B. **Response Activity Report** – No comment.
- C. **UAS Flight Summary** – There were 5 flights, 57 minutes of flying time, and 523 videos during the month. Director Graham asked if these flights were from one pilot or various pilots within the organization.

VI. **Staff Reports**

- A. **Chief's Report** – Chief Pricher mentioned two additional meetings not on his report. Both were related to UAS training requested by Portland Fire and NASA.

Director Gift asked if there was follow-up on a request by SDAO to participate in a study on ballistic protection equipment mentioned at the August meeting. Staff was to be directed to participate. Chief Pricher will follow-up.

- B. **Operations Report** – Chief Pricher mentioned interest in getting an estimate for solar panels to offset the costs of electricity at Holbrook and Chapman stations.
- C. **EMS Operations Report** – Chief Marks updated the board on the status of the physician advisor contract and GADCS data collection survey.
- D. **Fire Marshal & Training Report** – Director Sorenson asked what Chief Bautista's priorities are, since his report mentions a number of tabled projects. Chief Pricher said his priorities are training and Fire Marshal duties. Board members asked that the list be cut back to reflect the monthly priorities.

President Reeves noted there is an Open House planned Oct. 11. Chief Pricher said this is still in discussion.

- E. **Member Outreach/Battalion Aide Report** – Director Gift asked how the fire extinguisher training class went. Chief Pricher said it was a success. Chief Pricher notified the board of Mr. Green's resignation and his plans to refill the position.
- F. **Finance Report** – Directors asked about Oregon Paid Family Medical Leave and how this new state law works in conjunction with other employee benefits.

- VII. **Old Business**
- A. **Lexipol Policy Updates** -No updates.
- VIII. **Committee Reports**
- A. **Management Team** – (Directors Gift & Reeves.) The management team met prior to the board meeting. President Reeves mentioned that the Management Team discussed having Chief Pricher look into training from SDAO on budget law & requirements for board members, budget committee members, staff members, and the surrounding community. Chief Pricher agreed to contact Jeff Griffin regarding training. Board members were asked to begin considering goals for discussion at the January 2024 meeting. These budget goals and goals for strategic planning can then be incorporated into the FY24-25 budget prior to its development. The Management Team also discussed issues surrounding the enterprise zone, urban renewal district, and Cascade Tissue’s announcement of leaving the area.
- B. **Long Range Planning Committee** – (Directors Graham & Sorenson.) This committee has not met.
- C. **Awards & Incentives Committee** – (Directors Sorenson & Krieck.) This committee has not met. Directors discussed the need to revisit the purposes and responsibilities of each committee.
- IX. **Miscellaneous** – Chief Pricher shared a presentation on the intern program developed by SRFD employees. He mentioned the goal will be getting the intern program up and running, in addition to the challenge of finding a good funding source for the program. Some ideas have been presented and will be shared with the board when ideas have been vetted.
- X. **New Business** – Director Graham moved to approve the contract list. President Reeves seconded.  
**Motion passed unanimously.**
- XI. **Communications**
- A. Kudos from Portland Fire
- B. REMS Crew Performance Rating
- C. Robert Hales letter/photo
- D. Thank you from Rocky Pt. cyclist – Chief Marks shared. Discussion on the use of CalTopo software to locate the patient in a remote location.
- XII. **Good of the Order** - Director Sorenson asked if a Battalion Chief had been hired. Chief Pricher shared the hiring of Tim Hennigan as a part-time Battalion Chief.

# COMMITTEE REPORTS

Board members discussed the possibility of moving the October 2023 regular board meeting as both President Reeves and Director Sorenson have conflicts. Chief Pricher will coordinate the next board meeting date.

XIII. **Adjourn** – Meeting adjourned at 8:23 pm.

\_\_\_\_\_  
Mark A Gift – Board Secretary-Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Submitted by Maria Heath



# **EXPENSE ACCOUNT ACTIVITY**

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

September 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
<b>Ordinary Income/Expenses</b>						
<b>Income</b>						
<b>1. GENERAL FUND REVENUES</b>						
	EMS Receipts					\$84,125.15
	Fire Marshal					\$261.92
	FireMed					\$540.00
	G.E.M.T. (Medicaid)					\$ -20,094.17
	Grant Awards					\$18,228.61
	Miscellaneous Revenue					\$9,588.15
	Property Taxes					\$10,608.19
<b>Total for 1. GENERAL FUND REVENUES</b>						<b>\$103,257.85</b>
<b>2. GRANT FUND REVENUE</b>						<b>\$2,264.25</b>
<b>3. PROPERTY FUND REVENUES</b>						<b>\$33,535.00</b>
<b>Total for Income</b>						<b>\$139,057.10</b>
<b>Expenses</b>						
<b>1..GENERAL FUND EXPENDITURES</b>						
<b>1...</b>						
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>						
<b>550 Insurance</b>						
09/07/2023	Deposit			Sept. COBRA Insurance	Checking U.S. Bank	-788.35
09/14/2023	Bill		Standard Insurance	Life, LTD, & AD&D	Accounts Payable	1,742.78
09/14/2023	Bill	092023	S.D.I.S.	Health Insurance Premiums - September	Accounts Payable	33,409.18
09/18/2023	Expense	092023	Benefit Help Solutions(FSA)	Monthly fee	Checking U.S. Bank	125.00
09/27/2023	Bill	092023	HRA VEBA Trust	ER Contributions Sept	Accounts Payable	10,139.06
09/27/2023	Bill	092023	Colonial Life	Accident/Cancer policy for volunteers	Accounts Payable	777.40
09/28/2023	Expense		Paychex Payroll	Flex spd- cash out	Checking U.S. Bank	10,067.10
09/28/2023	Expense	092023	Paychex - tax	OR ER Work Benefit	Checking U.S. Bank	63.14
<b>Total for 550 Insurance</b>						<b>\$55,535.31</b>
<b>560 Personnel Salaries</b>						
09/12/2023	Expense		P.E.R.S.	EE PERS IAP Contrib	Checking U.S. Bank	16,322.20
09/13/2023	Bill	092023	Jacob Green	Sept. net payroll check	Accounts Payable	1,848.75
09/14/2023	Bill		Standard Insurance	Short Term Disability	Accounts Payable	81.50
09/14/2023	Bill	092023	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	Accounts Payable	136.90
09/25/2023	Bill	092023	Oberbarnscheidt, Henry	11 hrs OSFM Wildland Staffing 9/10/23	Accounts Payable	149.77
09/25/2023	Bill	092023	Kieffer Nyland	11 hrs OSFM Wildland Staffing 9/10/23	Accounts Payable	149.77
09/27/2023	Bill	092023	Tualatin Valley Fire Fighters Union	Sept. Union Dues	Accounts Payable	2,651.18
09/27/2023	Bill	092023	Inroads Credit Union	Sept. food fund	Accounts Payable	917.50
09/27/2023	Bill	092023	HRA VEBA Trust	EE Contributions Sept	Accounts Payable	2,867.35
09/27/2023	Bill	092023	Tim Hennigan	September Net Payroll	Accounts Payable	954.02
09/27/2023	Bill	092023	Principal Financial Group	Employee Insurance- Anderson	Accounts Payable	52.24
09/28/2023	Expense		Paychex Check	Contract payment	Checking U.S. Bank	805.00
09/28/2023	Expense		Paychex Payroll	ShiftDf- Acting Lt. Pay	Checking U.S. Bank	206.42
09/28/2023	Expense		Paychex Payroll	Balance of Net Pay	Checking U.S. Bank	85,477.40
09/28/2023	Expense		Paychex Payroll	OT	Checking U.S. Bank	29,351.55
09/28/2023	Expense		Paychex Payroll	Phone pay	Checking U.S. Bank	75.00
09/28/2023	Expense		Paychex Payroll	Longevity	Checking U.S. Bank	1,192.56
09/28/2023	Expense		Paychex Payroll	Incentives	Checking U.S. Bank	2,013.99
09/28/2023	Expense		Paychex Payroll	FLSA - OT	Checking U.S. Bank	9,425.20
09/28/2023	Expense		Paychex Payroll	Deferred Compensation	Checking U.S. Bank	9,029.28
09/28/2023	Expense		Voya - Oregon Savings Growth Plan	Sept. OSGP Contributions	Checking U.S. Bank	22,396.52
09/28/2023	Expense	092023	Paychex - tax	EE Payroll Tax WH	Checking U.S. Bank	63,050.14
<b>Total for 560 Personnel Salaries</b>						<b>\$249,154.24</b>
<b>570 SocSec/Medicare(FICA)</b>						
09/28/2023	Expense	092023	Paychex - tax	ER Payroll Taxes	Checking U.S. Bank	19,657.09
<b>Total for 570 SocSec/Medicare(FICA)</b>						<b>\$19,657.09</b>
<b>580 Volunteer Services</b>						
09/14/2023	Bill		Greenup, Cade	Sept. cell phone use	Accounts Payable	34.00
09/14/2023	Bill	092023	Greisen, Michael S.	Sept. cell phone use	Accounts Payable	34.00
09/14/2023	Bill	43966	Corporate Security Services, Inc.	Background check Nichols, Esau, Lowry	Accounts Payable	254.50
09/27/2023	Bill	43981	Corporate Security Services, Inc.	Background check Brogli	Accounts Payable	185.50
09/27/2023	Bill	43994	Corporate Security Services, Inc.	Background check Cox	Accounts Payable	168.50
<b>Total for 580 Volunteer Services</b>						<b>\$676.50</b>
<b>590 Personnel Benefits</b>						
09/09/2023	Expense		Amazon	Fitness supplies	Credit Card Master Acct. 3512:2972	129.99
09/12/2023	Expense		P.E.R.S.	ER Pension PERS Contrib	Checking U.S. Bank	75,781.68
09/14/2023	Bill	108333	Oregon Occupational Medicine	Physical D Teeter	Accounts Payable	709.60
09/14/2023	Bill	108333	Oregon Occupational Medicine	Physical J Lopez	Accounts Payable	842.60
09/14/2023	Bill	108333	Oregon Occupational Medicine	Physical M Nicholas	Accounts Payable	607.60
<b>Total for 590 Personnel Benefits</b>						<b>\$78,071.47</b>

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

September 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
<b>Total for 1.1 GENERAL FUND PERSONNEL SVCS</b>						<b>\$403,094.61</b>
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>						
<b>720 Public Fire Services</b>						
09/05/2023	Expense		NFPA	Fire Code Subscription	Credit Card Master Acct. 3512:7084	1,725.00
09/07/2023	Expense		Amazon	Latex gloves	Credit Card Master Acct. 3512:2972	34.00
09/11/2023	Expense		Amazon	Latex gloves	Credit Card Master Acct. 3512:2972	48.69
09/27/2023	Bill	2019-220	Oregon Fire Marshals Association	OFMA membership Bautista, Greisen	Accounts Payable	130.00
09/27/2023	Bill	8598750Y	National Fire Protection Agency	Fire Prevention Week materials	Accounts Payable	152.45
09/27/2023	Bill	2020-98	Oregon Chapter 31, I.A.A.I.	Membership dues x 8 members @ \$65 ea.	Accounts Payable	520.00
<b>Total for 720 Public Fire Services</b>						<b>\$2,610.14</b>
<b>740 Uniforms</b>						
09/27/2023	Bill	092023	Alterations by Heather LLC	Basic Hem x2 - Curio	Accounts Payable	32.00
<b>Total for 740 Uniforms</b>						<b>\$32.00</b>
<b>750 Maintenance on Equipment</b>						
09/06/2023	Expense		Amazon	Charge guards & velcro	Credit Card Master Acct. 3512:2972	410.08
09/14/2023	Bill	9641317	Wilcox & Flegel	300 Gal Bio-diesel @ \$4.507	Accounts Payable	1,354.33
09/14/2023	Bill	9641317	Wilcox & Flegel	250 Gal unleaded @ \$3.905	Accounts Payable	1,072.96
09/14/2023	Bill	0815370	Wilcox & Flegel	255.4 Gal Bio-diesel @ \$4.453	Accounts Payable	1,139.05
09/14/2023	Bill	9641587	Wilcox & Flegel	175 Gal unleaded @ \$3.577	Accounts Payable	693.62
09/14/2023	Bill	443718/4	Ace Hardware - Scappoose	Clamp meter test kit, printer tape	Accounts Payable	85.00
09/27/2023	Bill	18566	Pro Automotive & Diesel	2005 Coolant flush,tire mount/balance, oil change - labor	Accounts Payable	944.00
09/27/2023	Bill	18566	Pro Automotive & Diesel	Replace AC/condenser - parts	Accounts Payable	373.27
09/27/2023	Bill	18566	Pro Automotive & Diesel	2005 Coolant flush,tire mount/balance, oil change - parts	Accounts Payable	1,523.90
09/27/2023	Bill	18566	Pro Automotive & Diesel	Tire fees	Accounts Payable	16.00
09/27/2023	Bill	18566	Pro Automotive & Diesel	Replace AC/condenser - labor	Accounts Payable	658.12
09/27/2023	Bill	092023	Scappoose Muffler	Exhaust repair AP#3502	Accounts Payable	375.00
<b>Total for 750 Maintenance on Equipment</b>						<b>\$8,645.33</b>
<b>760 Administration</b>						
09/13/2023	Expense		Fred Meyer	swearing-in ceremony refreshments	Credit Card Master Acct. 3512:5425	40.60
09/14/2023	Bill	67329	Local Government Law Group	Legal fees - phone conference & email	Accounts Payable	270.00
09/14/2023	Bill	05-200588	DocuMart Printing & Copying	Business cards - Comm Paramedic	Accounts Payable	40.61
09/14/2023	Bill	092023	Liebig, Paul	Auto detailing due to paint overspray	Accounts Payable	450.00
09/14/2023	Bill	092023	Pamplin Media - Spotlight	Annual digital subscription	Accounts Payable	72.00
09/14/2023	Bill	67330	Local Government Law Group	Legal fees - phone conf. & review docs	Accounts Payable	648.00
09/14/2023	Bill	1456	A+ Engraving, LLC	nameplates & passports for Battalion Chief	Accounts Payable	30.10
09/15/2023	Expense		US Bank	Analysis Service Charge	Checking U.S. Bank	16.95
09/20/2023	Expense		Amazon	Note pads	Credit Card Master Acct. 3512:2972	34.30
09/20/2023	Expense		U.S. Postal Service	Postage	Credit Card Master Acct. 3512:5425	28.75
09/20/2023	Expense		Amazon	Classification folders	Credit Card Master Acct. 3512:2972	27.99
09/21/2023	Expense		Office Depot, Inc.	2 drawer file cabinet - Comm Para	Credit Card Master Acct. 3512:2972	209.99
09/22/2023	Expense		Kat's Lunchbox	Civil Service Comm. Lunch	Credit Card Master Acct. 3512:5425	66.30
09/22/2023	Expense		Amazon	Label maker tape	Credit Card Master Acct. 3512:2972	17.18
09/22/2023	Expense		Amazon	Label maker tape	Credit Card Master Acct. 3512:2972	23.37
09/25/2023	Expense		Amazon	Blue pens	Credit Card Master Acct. 3512:2972	40.44
09/27/2023	Bill	392332	Pacific Office Automation, Inc.	B/W copies Sept.	Accounts Payable	57.98
09/27/2023	Bill	FFS Jan-June	Oregon Health Authority	FFS admin fees for GEMT 1/22 - 6/22	Accounts Payable	4,018.83
09/27/2023	Bill	092023	Kriek, Justin	Auto detailing for overspray	Accounts Payable	450.00
09/29/2023	Expense		Paychex Invoice	payroll processing invoice	Checking U.S. Bank	233.20
<b>Total for 760 Administration</b>						<b>\$6,776.59</b>
<b>765 Information Technology</b>						
09/01/2023	Expense		Apple Inc.	monthly storage	Credit Card Master Acct. 3512:4369	2.99
09/03/2023	Expense		JAMF Software, LLC	monthly subscription	Credit Card Master Acct. 3512:5425	192.00
09/14/2023	Bill	9943367109	Verizon Wireless	Machine to machine	Accounts Payable	7.87
09/14/2023	Bill	092023	Comcast Business	Main station IT	Accounts Payable	253.85
09/14/2023	Bill	9943294553	Verizon Wireless	iPhone & iPads	Accounts Payable	576.50
09/14/2023	Bill	86436	Centerlogic, Inc.	Monthly billing - Sept.	Accounts Payable	1,696.50
09/14/2023	Bill	86582	Centerlogic, Inc.	3.5 hrs @ \$115/hr	Accounts Payable	402.50
09/14/2023	Expense		Firms App Ltd	monthly recurring charge	Credit Card Master Acct. 3512:7084	6.50
09/17/2023	Expense		Amazon	4 port USB	Credit Card Master Acct. 3512:2972	92.99
09/18/2023	Expense		CenturyLink	Main station back-up	Credit Card Master Acct. 3512:2972	60.00
09/18/2023	Expense		CenturyLink	Holbrook modem	Credit Card Master Acct. 3512:2972	75.00
09/22/2023	Expense		Amazon	Laptop docking station	Credit Card Master Acct. 3512:2972	189.99
09/25/2023	Expense		Intuit Quickbooks	QB Online monthly fee	Credit Card Master Acct. 3512:2972	90.00
09/27/2023	Bill	10447593	City of Portland - Bureau of Tech Services	800 MHZ access August	Accounts Payable	166.71
09/27/2023	Bill	092023	CenturyLink	Chapman Internet	Accounts Payable	83.64
09/27/2023	Bill	092023	AT&T Mobility	Sept. charges - phones, iPads	Accounts Payable	641.35
09/27/2023	Bill	518103	Active911, Inc.	Alerting Subscription	Accounts Payable	877.50
09/27/2023	Bill	768437	Spectrum VoIP	VOIP monthly charge	Accounts Payable	29.78
09/27/2023	Bill	86854	Centerlogic, Inc.	2 hrs @ \$115	Accounts Payable	230.00
09/27/2023	Bill		Apple Inc.	4 - iPads	Accounts Payable	2,876.00
<b>Total for 765 Information Technology</b>						<b>\$8,551.67</b>
<b>770 Cleaning Materials &amp; Supplies</b>						
09/11/2023	Expense		Amazon	cleaning materials	Credit Card Master Acct. 3512:2972	233.86

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

September 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
<b>Total for 770 Cleaning Materials &amp; Supplies</b>						<b>\$233.86</b>
775 Emerg. Operating Supplies						
09/05/2023	Expense		MSM Store	hydrant pack materials	Credit Card Master Acct. 3512:5425	358.98
09/08/2023	Expense		Amazon	Grommet tool kit	Credit Card Master Acct. 3512:2972	74.98
09/11/2023	Expense		Caprice Electronics	Kestrel Fire Weather Meter	Credit Card Master Acct. 3512:2972	658.00
09/14/2023	Bill	INV26044	SeaWestern Fire Apparatus	4 Turnout gloves @ \$121.75	Accounts Payable	624.95
09/14/2023	Bill	443895/4	Ace Hardware - Scappoose	Cashbox for REMS	Accounts Payable	27.99
09/20/2023	Expense		Amazon	iPhone case	Credit Card Master Acct. 3512:2972	28.89
09/20/2023	Expense		Amazon	iPad case	Credit Card Master Acct. 3512:2972	27.99
09/25/2023	Expense		Amazon	iPad case	Credit Card Master Acct. 3512:2972	27.99
<b>Total for 775 Emerg. Operating Supplies</b>						<b>\$1,829.77</b>
780 Building & Grounds Maint.						
09/14/2023	Bill	104485852	Columbia NW Heating & Air	Commercial maintenance agreement	Accounts Payable	1,350.00
09/14/2023	Bill	443895/4	Ace Hardware - Scappoose	Misc. hardware & supplies	Accounts Payable	54.94
09/14/2023	Bill	203174	Paramount Pest Control Inc.	Main Station pest control	Accounts Payable	89.00
09/14/2023	Bill	231992	Beaver Bark	1 yds debris removal	Accounts Payable	15.00
09/14/2023	Bill	203053	Paramount Pest Control Inc.	Chapman pest control	Accounts Payable	110.00
09/15/2023	Expense		Amazon	15 ft extension surge protector	Credit Card Master Acct. 3512:2972	36.99
<b>Total for 780 Building &amp; Grounds Maint.</b>						<b>\$1,655.93</b>
790 Training						
09/01/2023	Expense		International Assoc. of Arson Investigati	Bautista training seminar	Credit Card Master Acct. 3512:0198	245.00
09/06/2023	Expense		Blue Card	on-line training Hennigan	Credit Card Master Acct. 3512:4369	385.00
09/08/2023	Expense		Crisis Medicine LLC	Hughes CTC class	Credit Card Master Acct. 3512:0198	1,500.00
09/13/2023	Expense		HMP Communications	EMS World Expo Symposium	Credit Card Master Acct. 3512:5425	130.00
09/14/2023	Bill	820	Dike Marine Service & Storage LLC	Burnt boat disposal fees	Accounts Payable	1,889.43
09/22/2023	Expense		Hallmark Resort Newport	Bautista lodging	Credit Card Master Acct. 3512:0198	721.84
09/27/2023	Bill	092023	Bernier, Kyle	OIT Spring Tuition reimbursement	Accounts Payable	4,371.28
<b>Total for 790 Training</b>						<b>\$9,242.55</b>
810 Utilities						
09/14/2023	Bill	0705840	Waste Management of Oregon, Inc.	August garbage/recycling	Accounts Payable	140.18
09/14/2023	Bill	092023	Graybar Financial Services	Voip phones	Accounts Payable	299.25
09/14/2023	Bill	092023	N.W. Natural Gas	Monthly charges Acct 447881-4	Accounts Payable	44.49
09/14/2023	Bill	092023	P.G.E.	Cleetwood	Accounts Payable	143.70
09/27/2023	Bill	092023	City of Scappoose	Base meter charge	Accounts Payable	40.29
09/27/2023	Expense		W.O.E.C.	Acct 13045001 - Sept. billing	Checking U.S. Bank	305.82
09/27/2023	Bill	092023	CRPUD	Sept. boathouse electricity	Accounts Payable	37.43
09/27/2023	Bill	092023	CenturyLink	Main Station Fax	Accounts Payable	60.54
09/27/2023	Bill	092023	CRPUD	Sept. main station electricity	Accounts Payable	702.66
09/27/2023	Bill	092023	City of Scappoose	Water, sewer, and storm water charges	Accounts Payable	645.58
09/27/2023	Bill	092023	CenturyLink	Chapman Phone	Accounts Payable	61.05
<b>Total for 810 Utilities</b>						<b>\$2,480.99</b>
870 EMS Operations						
09/11/2023	Expense		Amazon	Magnets/hooks	Credit Card Master Acct. 3512:2972	78.36
09/14/2023	Bill	1362252	Life-Assist, Inc.	EMS Supplies/Equipment	Accounts Payable	999.34
09/14/2023	Bill	5502091605	Airgas - USA, LLC	Cylinder Rental Invoice	Accounts Payable	224.97
09/14/2023	Bill	1362252	Life-Assist, Inc.	EMS Medications	Accounts Payable	651.25
09/14/2023	Bill	54976	EMS Technology Solutions, LLC	Fleet Management License	Accounts Payable	120.00
09/14/2023	Bill	54976	EMS Technology Solutions, LLC	Inventory Asset Management Licenses	Accounts Payable	185.00
09/14/2023	Bill	20231793	Systems Design West (SDW)	87 EMS Billing for August @ 23.50	Accounts Payable	2,176.50
09/14/2023	Bill	1362775	Life-Assist, Inc.	EMS Supplies/Equipment	Accounts Payable	31.50
09/18/2023	Expense		Amazon	Gait belt & tablet for medic whiteboard	Credit Card Master Acct. 3512:2972	25.65
09/25/2023	Expense		Amazon	Electronic Tablet	Credit Card Master Acct. 3512:2972	15.18
09/27/2023	Bill	1364054	Life-Assist, Inc.	EMS Supplies/Equipment	Accounts Payable	1,428.83
09/27/2023	Bill	1364055	Life-Assist, Inc.	EMS Supplies/Equipment	Accounts Payable	103.65
09/27/2023	Bill	1365632	Life-Assist, Inc.	EMS Supplies/Equipment	Accounts Payable	15.82
<b>Total for 870 EMS Operations</b>						<b>\$6,056.05</b>
<b>Total for 1.2 GENERAL FUND MATERIAL &amp; SVC</b>						<b>\$48,114.88</b>
<b>Total for 1...</b>						<b>\$451,209.49</b>
<b>Total for 1..GENERAL FUND EXPENDITURES</b>						<b>\$451,209.49</b>
Unapplied Cash Bill Payment Expense						
09/25/2023	Bill Payment (Check)	36808	Tim Hennigan		Checking U.S. Bank	954.02
09/27/2023	Bill	092023	US Bank	9-27-23	Accounts Payable	2,844.49
09/27/2023	Bill	092023	US Bank	9-27-23	Accounts Payable	387.99
09/27/2023	Bill	092023	US Bank	9-27-23	Accounts Payable	9,440.50
09/27/2023	Bill	092023	US Bank	9-27-23	Accounts Payable	816.63
09/27/2023	Bill	092023	Tim Hennigan	September Net Payroll	1..GENERAL FUND EXPENDITURES:1....1.1 GENERAL FUND PERSONNEL SVCS:560	-954.02

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

September 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
					Personnel Salaries	
09/27/2023	Bill	092023	US Bank	Sept. CC charges	-Split-	-15,221.11
09/27/2023	Bill	092023	US Bank	9-27-23	Accounts Payable	1,731.50
<b>Total for Unapplied Cash Bill Payment Expense</b>						<b>\$0.00</b>
<b>Total for Expenses</b>						<b>\$451,209.49</b>
<b>Net Income</b>						<b>\$ -</b>
						<b>312,152.39</b>

# **BUDGET VS ACTUAL**

# Scappoose Rural Fire Protection District

## Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	2,855,478.01	2,637,811.00	217,667.01	108.25 %
Conflagration		30,000.00	-30,000.00	
EMS Receipts	257,172.22	720,000.00	-462,827.78	35.72 %
Fire Marshal	1,921.96	1,000.00	921.96	192.20 %
FireMed	1,800.00	20,000.00	-18,200.00	9.00 %
G.E.M.T. (Medicaid)	-20,094.17	125,000.00	-145,094.17	-16.08 %
Gas Royalties		1,000.00	-1,000.00	
Grant Awards	65,178.61	169,000.00	-103,821.39	38.57 %
Interest Earned on Investments	17,917.03	50,000.00	-32,082.97	35.83 %
Miscellaneous Revenue	11,393.40	20,000.00	-8,606.60	56.97 %
Property Taxes				
Taxes - Current				
Local Option Levy		2,843,637.00	-2,843,637.00	
Permanent Rate Levy		1,592,580.00	-1,592,580.00	
<b>Total Taxes - Current</b>		<b>4,436,217.00</b>	<b>-4,436,217.00</b>	
Taxes - Prior Years	60,414.51	105,000.00	-44,585.49	57.54 %
<b>Total Property Taxes</b>	<b>60,414.51</b>	<b>4,541,217.00</b>	<b>-4,480,802.49</b>	<b>1.33 %</b>
<b>Total 1. GENERAL FUND REVENUES</b>	<b>3,251,181.57</b>	<b>8,315,028.00</b>	<b>-5,063,846.43</b>	<b>39.10 %</b>
<b>2. GRANT FUND REVENUE</b>				
Begin Available Cash on Hand	51,253.41	51,016.00	237.41	100.47 %
Grant Award	2,264.25	352,850.00	-350,585.75	0.64 %
<b>Total 2. GRANT FUND REVENUE</b>	<b>53,517.66</b>	<b>403,866.00</b>	<b>-350,348.34</b>	<b>13.25 %</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	395,222.38	460,367.00	-65,144.62	85.85 %
Grant Income	33,535.00	398,000.00	-364,465.00	8.43 %
Interest Earned on Investments	2,603.98	4,000.00	-1,396.02	65.10 %
Transfers In		454,969.00	-454,969.00	
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>431,361.36</b>	<b>1,317,336.00</b>	<b>-885,974.64</b>	<b>32.74 %</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	206,959.49	204,412.00	2,547.49	101.25 %
Interest Earned on Investments	1,363.58	3,000.00	-1,636.42	45.45 %
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>208,323.07</b>	<b>207,412.00</b>	<b>911.07</b>	<b>100.44 %</b>
<b>Total Income</b>	<b>\$3,944,383.66</b>	<b>\$10,243,642.00</b>	<b>\$ -6,299,258.34</b>	<b>38.51 %</b>
<b>GROSS PROFIT</b>	<b>\$3,944,383.66</b>	<b>\$10,243,642.00</b>	<b>\$ -6,299,258.34</b>	<b>38.51 %</b>
<b>Expenses</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
<b>1...</b>				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	169,630.38	814,258.00	-644,627.62	20.83 %
560 Personnel Salaries	766,714.14	3,206,660.00	-2,439,945.86	23.91 %

# Scappoose Rural Fire Protection District

Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
570 SocSec/Medicare(FICA)	60,392.41	254,986.00	-194,593.59	23.68 %
580 Volunteer Services	1,313.22	20,000.00	-18,686.78	6.57 %
590 Personnel Benefits	208,690.99	1,047,055.00	-838,364.01	19.93 %
<b>Total 1.1 GENERAL FUND PERSONNEL SVCS</b>	<b>1,206,741.14</b>	<b>5,342,959.00</b>	<b>-4,136,217.86</b>	<b>22.59 %</b>
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	77,274.69	55,000.00	22,274.69	140.50 %
680 Communications Maintenance	1,724.83	6,100.00	-4,375.17	28.28 %
720 Public Fire Services	4,786.71	15,000.00	-10,213.29	31.91 %
730 Property & Liability Insur.		80,000.00	-80,000.00	
740 Uniforms	1,513.58	20,000.00	-18,486.42	7.57 %
750 Maintenance on Equipment	31,016.97	140,000.00	-108,983.03	22.15 %
760 Administration	16,032.89	60,000.00	-43,967.11	26.72 %
765 Information Technology	28,851.47	115,000.00	-86,148.53	25.09 %
770 Cleaning Materials & Supplies	630.16	5,500.00	-4,869.84	11.46 %
775 Emerg. Operating Supplies	9,702.39	100,000.00	-90,297.61	9.70 %
780 Building & Grounds Maint.	6,286.18	82,000.00	-75,713.82	7.67 %
790 Training	20,463.56	112,345.00	-91,881.44	18.21 %
810 Utilities	7,685.04	45,000.00	-37,314.96	17.08 %
870 EMS Operations	30,029.06	117,500.00	-87,470.94	25.56 %
<b>Total 1.2 GENERAL FUND MATERIAL &amp; SVC</b>	<b>235,997.53</b>	<b>953,445.00</b>	<b>-717,447.47</b>	<b>24.75 %</b>
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment		100,000.00	-100,000.00	
<b>Total 1.3 GENERAL FUND CAPITL OUTLAY</b>		<b>100,000.00</b>	<b>-100,000.00</b>	
1.4 GENERAL FUND DEBT				
930 Debt Service Interest		2,170.00	-2,170.00	
930 Debt Service Principal		61,485.00	-61,485.00	
<b>Total 1.4 GENERAL FUND DEBT</b>		<b>63,655.00</b>	<b>-63,655.00</b>	
<b>Total 1...</b>	<b>1,442,738.67</b>	<b>6,460,059.00</b>	<b>-5,017,320.33</b>	<b>22.33 %</b>
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		454,969.00	-454,969.00	
<b>Total 1.5 GENERAL FUND TRANSFER OUT</b>		<b>454,969.00</b>	<b>-454,969.00</b>	
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	
<b>Total 1..GENERAL FUND EXPENDITURES</b>	<b>1,442,738.67</b>	<b>8,315,028.00</b>	<b>-6,872,289.33</b>	<b>17.35 %</b>
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS		125,000.00	-125,000.00	
2.3 MATERIALS & SERVICES		231,516.00	-231,516.00	
2.4 CAPITAL OUTLAY		47,350.00	-47,350.00	
<b>Total 2. GRANT FUND EXPENSE</b>		<b>403,866.00</b>	<b>-403,866.00</b>	
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment	-6,116.00	1,309,240.00	-1,315,356.00	-0.47 %
Miscellaneous Real Property		7,096.00	-7,096.00	



# Scappoose Rural Fire Protection District

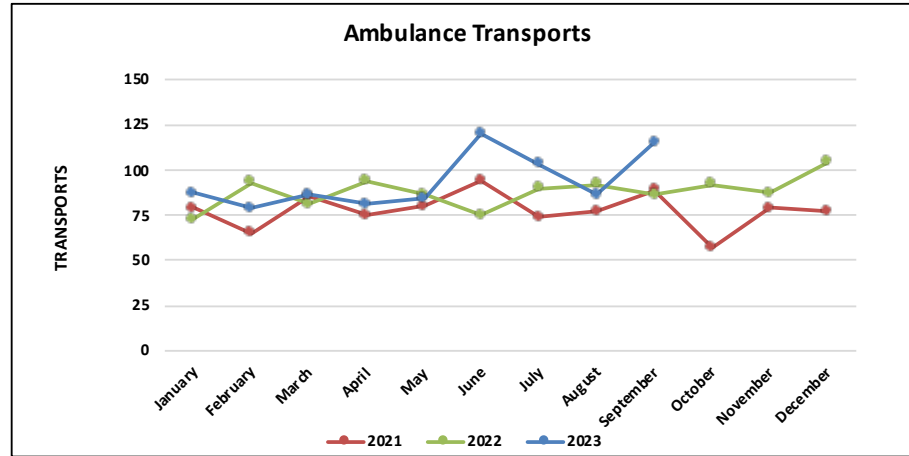
Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023 - June 2024

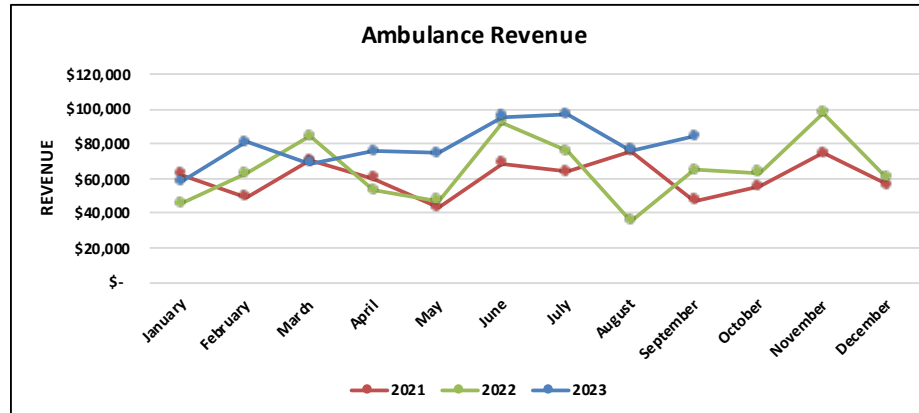
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Reserved for Future Expenses		1,000.00	-1,000.00	
<b>Total 3. PROPERTY FUND CAPITAL OUTLAY</b>	<b>-6,116.00</b>	<b>1,317,336.00</b>	<b>-1,323,452.00</b>	<b>-0.46 %</b>
<b>4. PERSONNEL SVC FUND EXPENSE</b>				
Liability & Service		202,412.00	-202,412.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
<b>Total 4. PERSONNEL SVC FUND EXPENSE</b>		<b>207,412.00</b>	<b>-207,412.00</b>	
Unapplied Cash Bill Payment Expense	0.00		0.00	
<b>Total Expenses</b>	<b>\$1,436,622.67</b>	<b>\$10,243,642.00</b>	<b>\$ -8,807,019.33</b>	<b>14.02 %</b>
<b>NET OPERATING INCOME</b>	<b>\$2,507,760.99</b>	<b>\$0.00</b>	<b>\$2,507,760.99</b>	<b>0.00%</b>
<b>NET INCOME</b>	<b>\$2,507,760.99</b>	<b>\$0.00</b>	<b>\$2,507,760.99</b>	<b>0.00%</b>

**AMBULANCE BILLING  
&  
TRANSPORT REPORT**

Month	2021	2022	2023
January	79	73	87
February	65	93	79
March	85	81	86
April	75	94	81
May	80	86	84
June	94	75	120
July	74	90	103
August	77	92	86
September	89	86	115
October	57	92	
November	79	87	
December	77	104	



Month	2021	2022	2023
January	\$ 62,433	\$ 45,385	\$ 58,387
February	\$ 49,564	\$ 62,509	\$ 81,019
March	\$ 70,213	\$ 84,303	\$ 68,763
April	\$ 59,929	\$ 52,956	\$ 75,599
May	\$ 43,379	\$ 47,415	\$ 74,577
June	\$ 68,789	\$ 92,324	\$ 95,639
July	\$ 63,882	\$ 75,581	\$ 96,872
August	\$ 75,612	\$ 35,455	\$ 76,175
September	\$ 47,015	\$ 64,803	\$ 84,125
October	\$ 55,047	\$ 63,485	
November	\$ 74,287	\$ 97,509	
December	\$ 56,095	\$ 60,188	



**MONTHLY RESPONSE  
&  
ACTIVITY REPORTS**

# MONTHLY REPORT

# SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

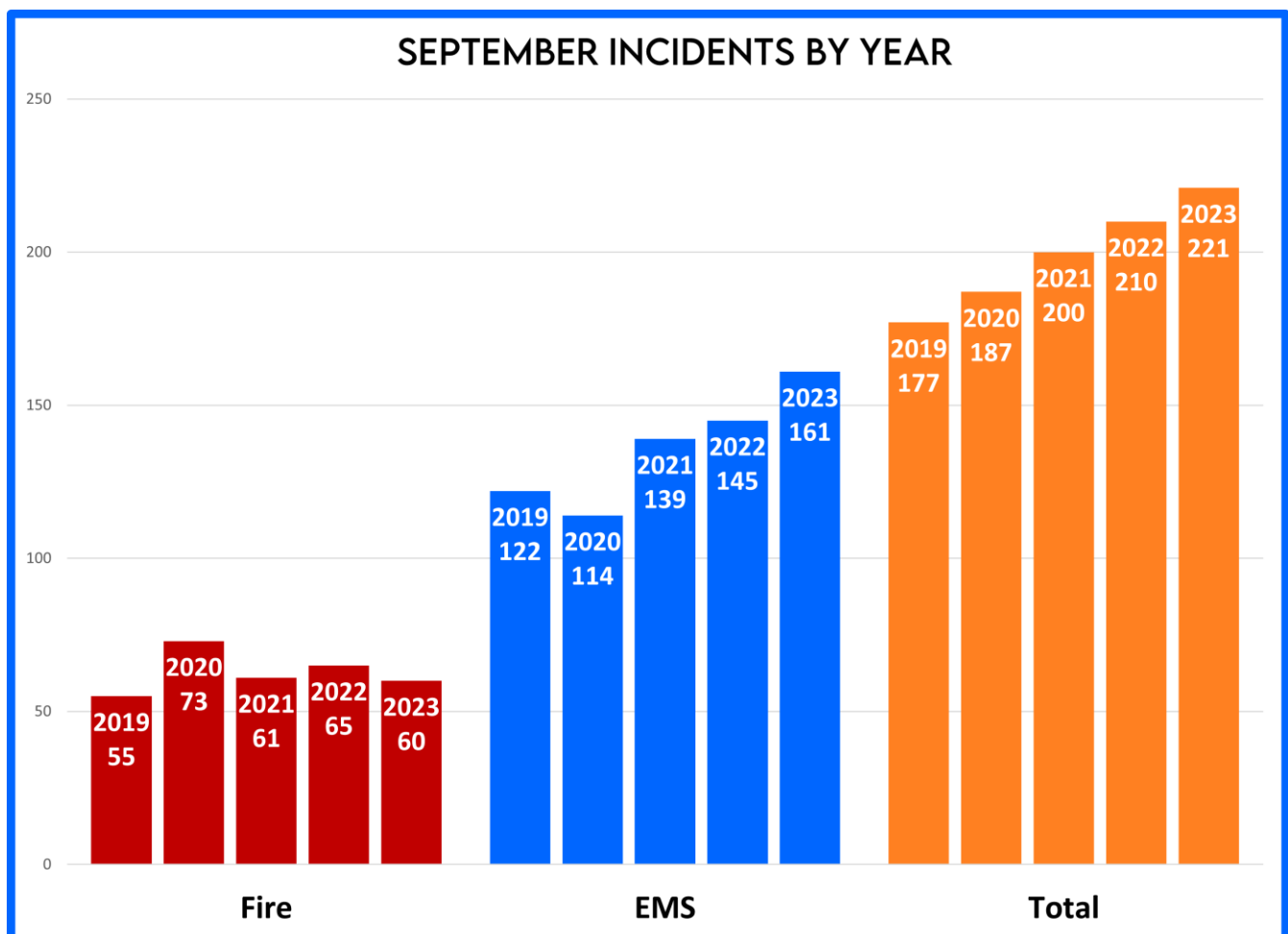


SEPTEMBER 2023

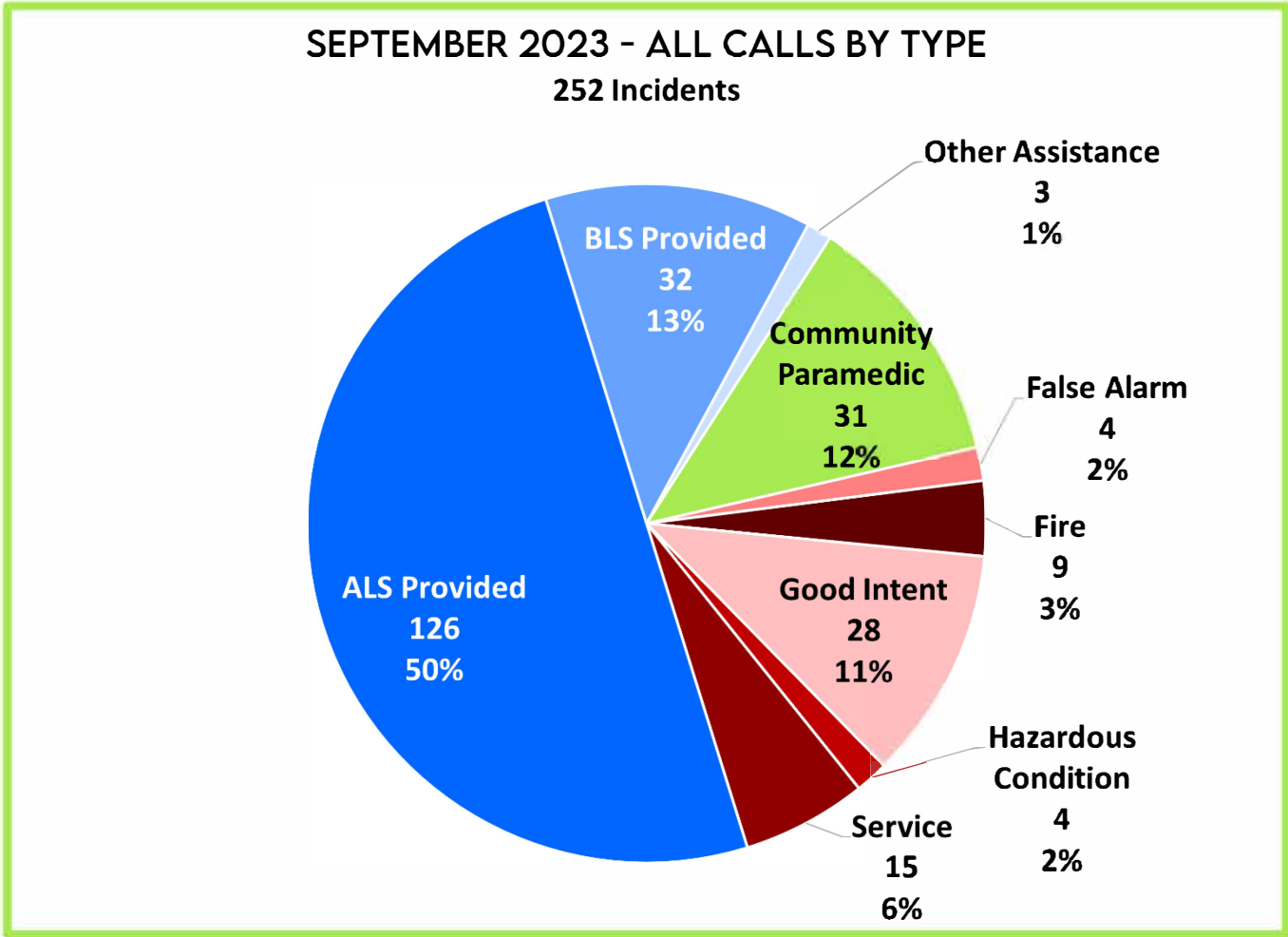
For the month of September, Scappoose Rural Fire Protection District responded to a total of 252 calls for service. This total includes 221 calls for service and 31 Community Paramedic responses. There was a total of 468 apparatus responses spending 330 hours and 3 minutes of time. EMS incidents accounted for 73% of the call volume, while Fire incidents were 27%. There were 161 EMS related calls for the month, including a total of 169 patients treated, with 115 of those transported to area hospitals. COVID-19 was suspected or confirmed in 3 patients.

Approximately 56% of the calls for service (124 incidents) represent overlapping calls (at least one other call in progress). Approximately 52% (34 incidents) of the of the 65 incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There was 1 incident 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.

For the month of September, SRFD averaged 2.00 Fire calls per day and 5.37 EMS calls per day for an overall daily average of 7.37 calls per day. Total Fire & EMS incidents for the same month in 2022 was 210. There were 5.24% more calls this month compared to the same month last year.

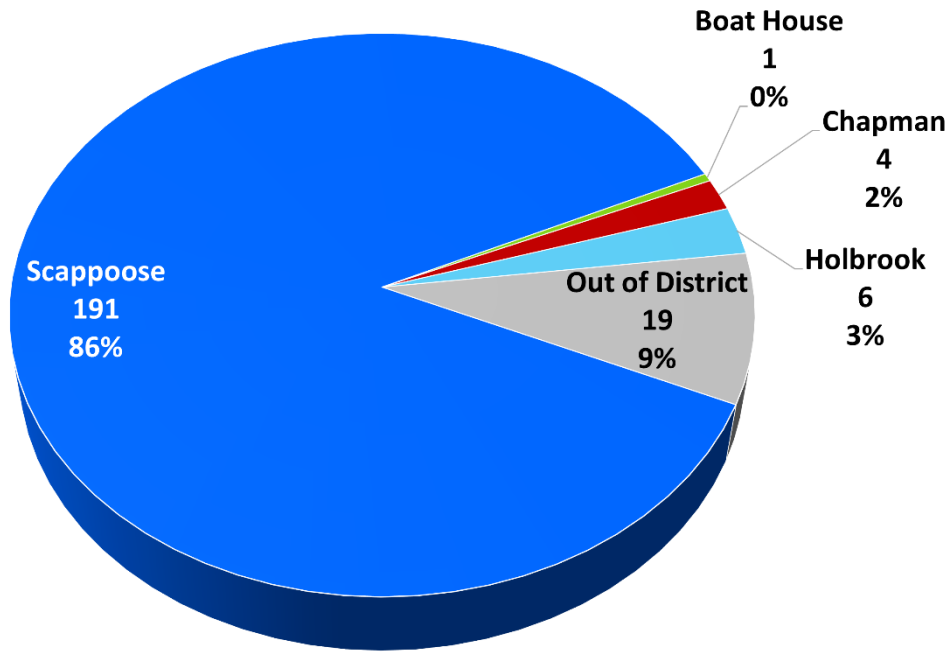


FIRE AND EMS CALL BREAKDOWN FOR SEPTEMBER 2023



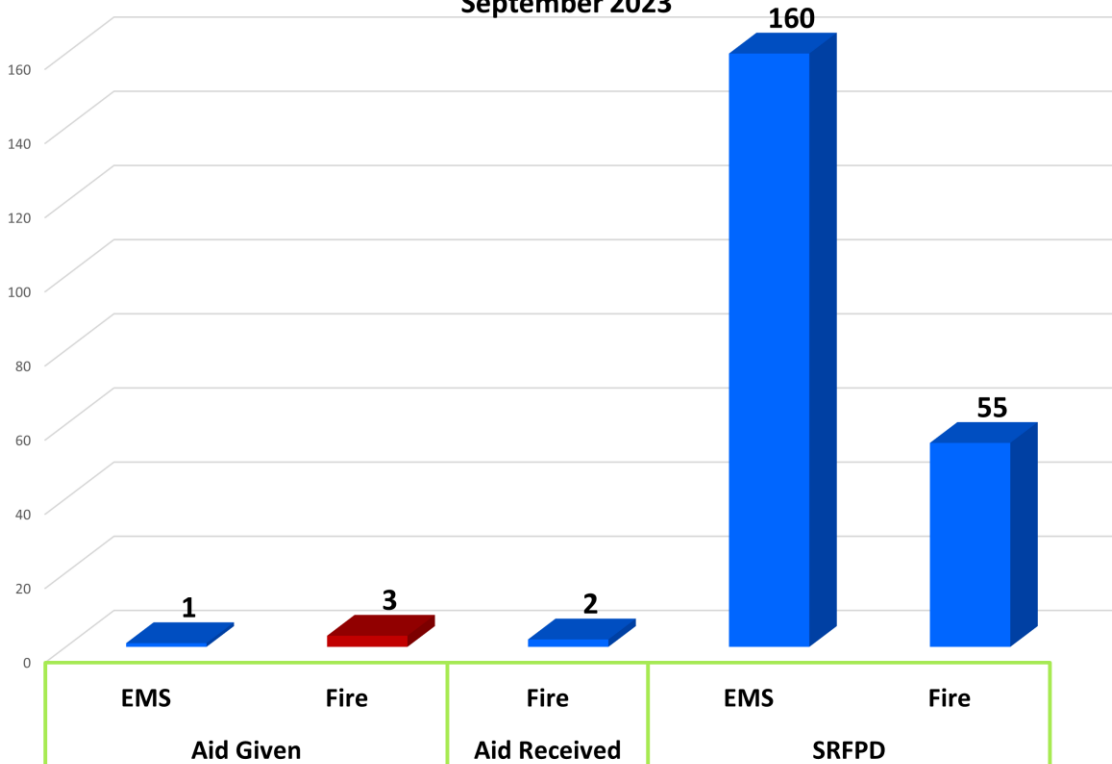
### SEPTEMBER 2023 - INCIDENTS BY STATION

221 Incidents with 468 Apparatus Responses



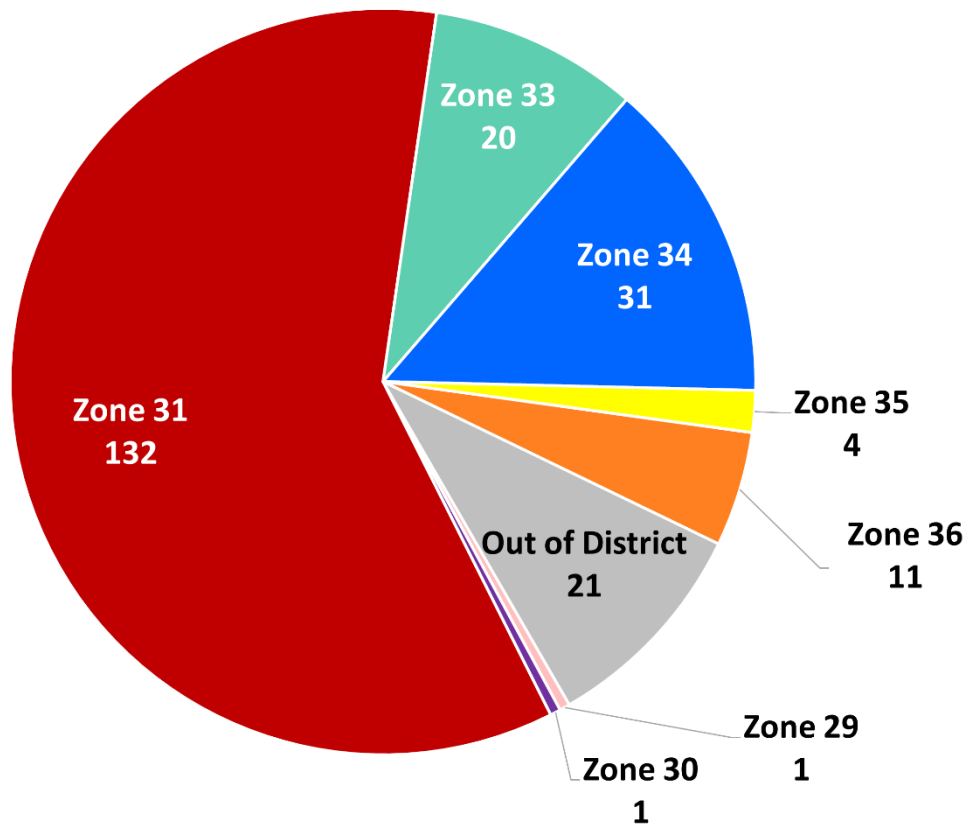
### INCIDENTS BY RESPONDING JURISDICTION

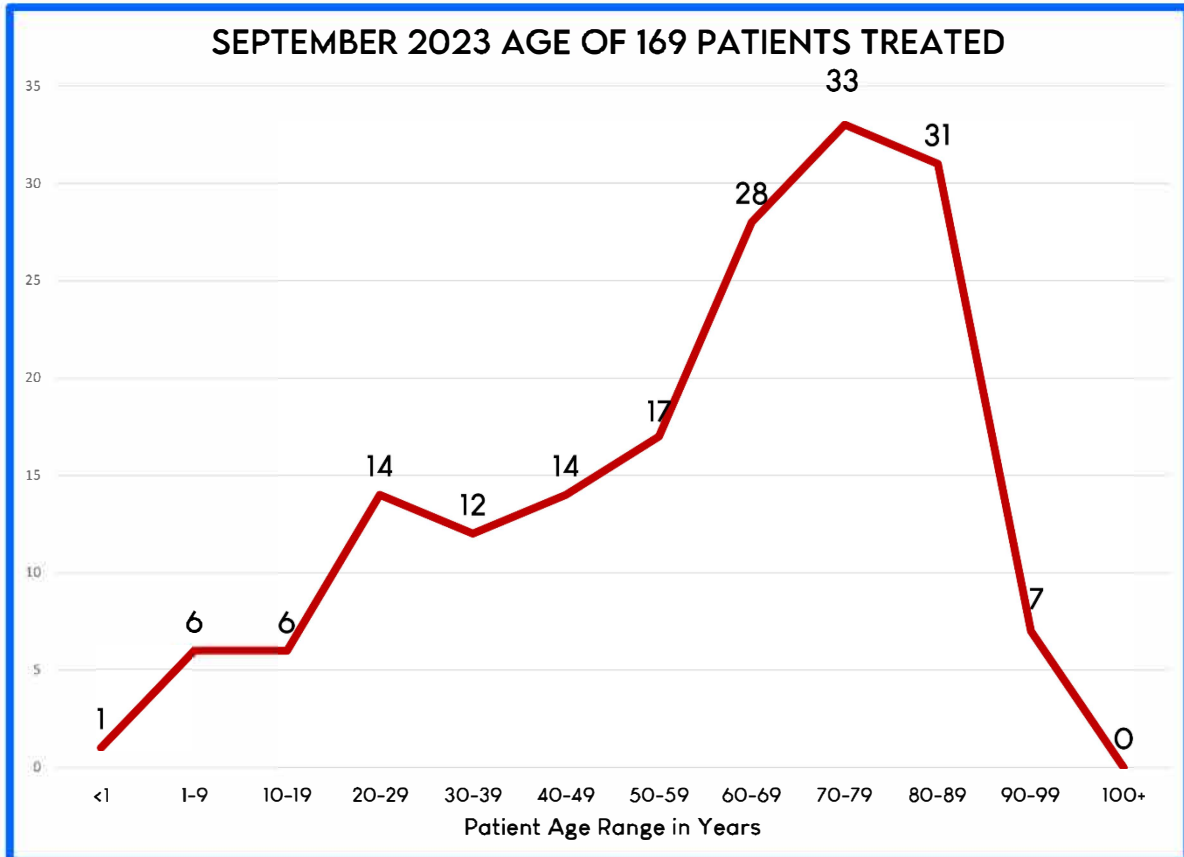
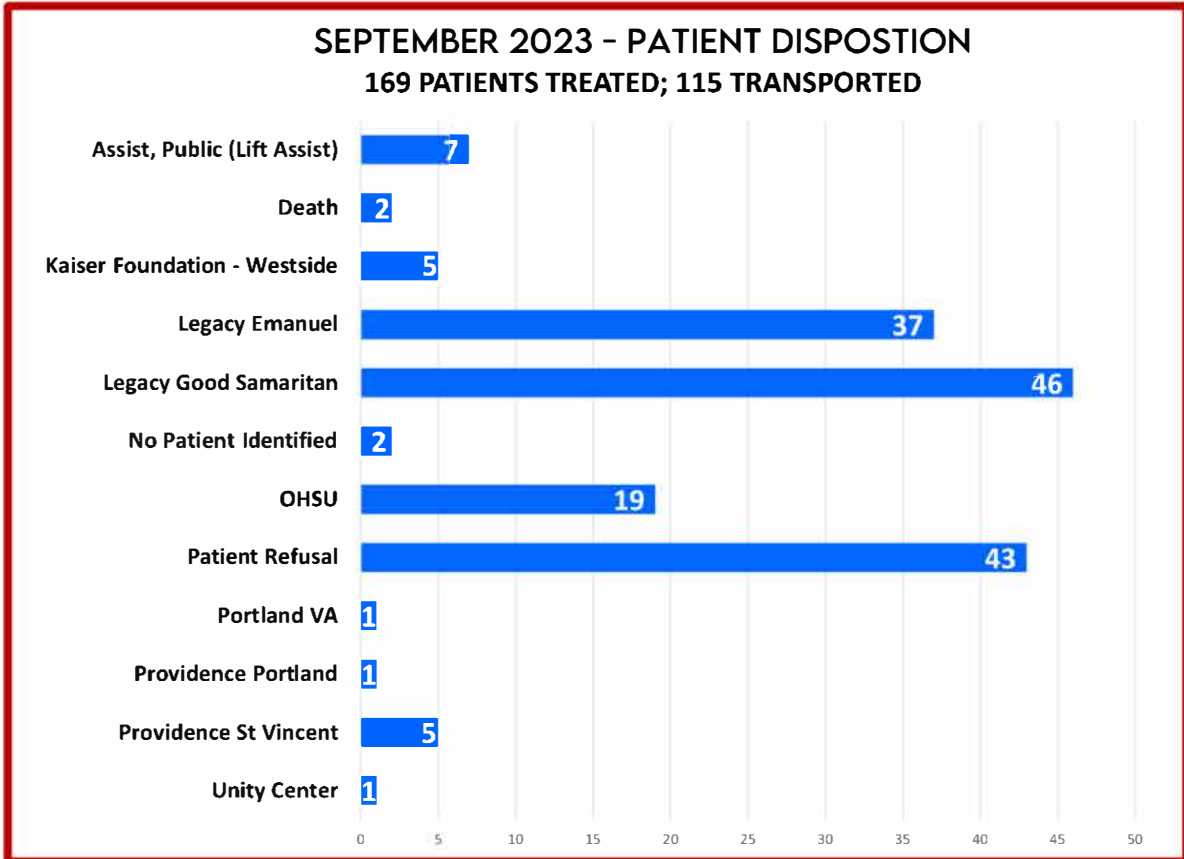
September 2023



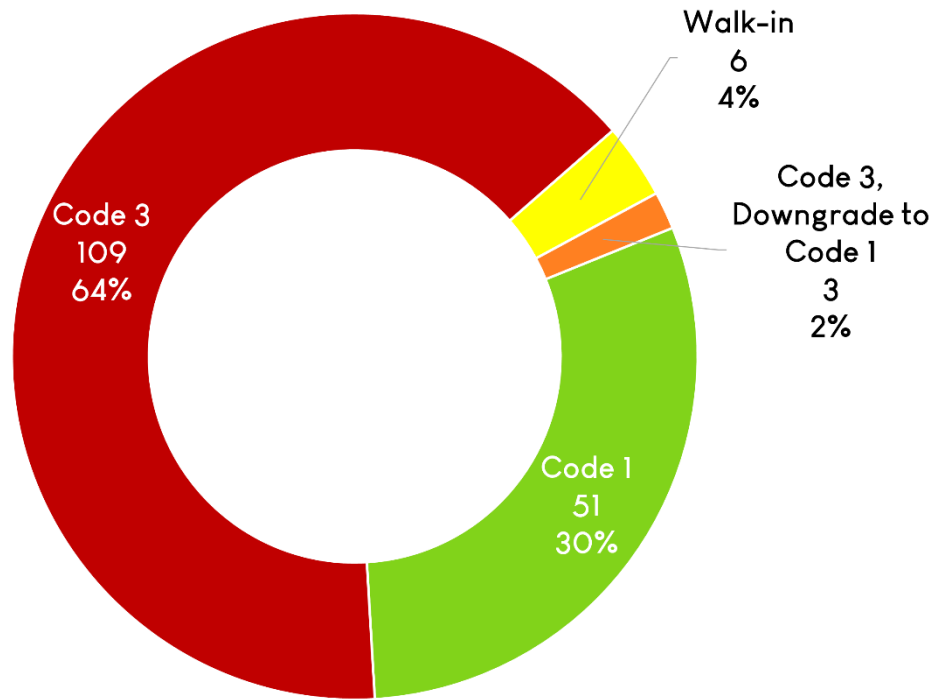


# SEPTEMBER 2023 - INCIDENTS BY ZONE

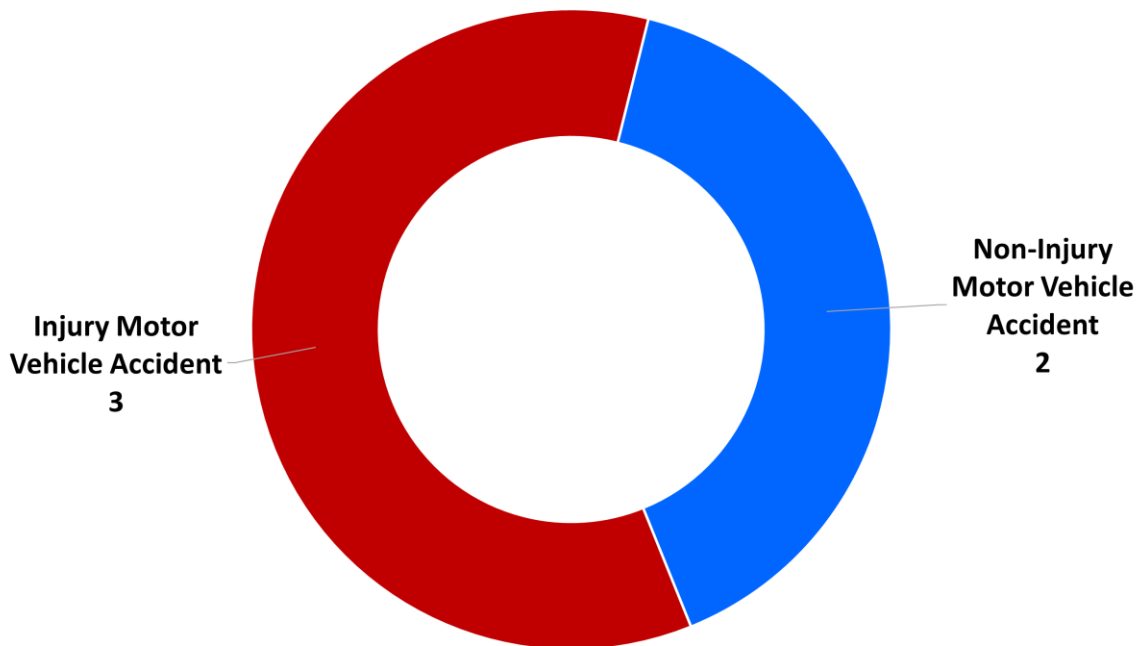




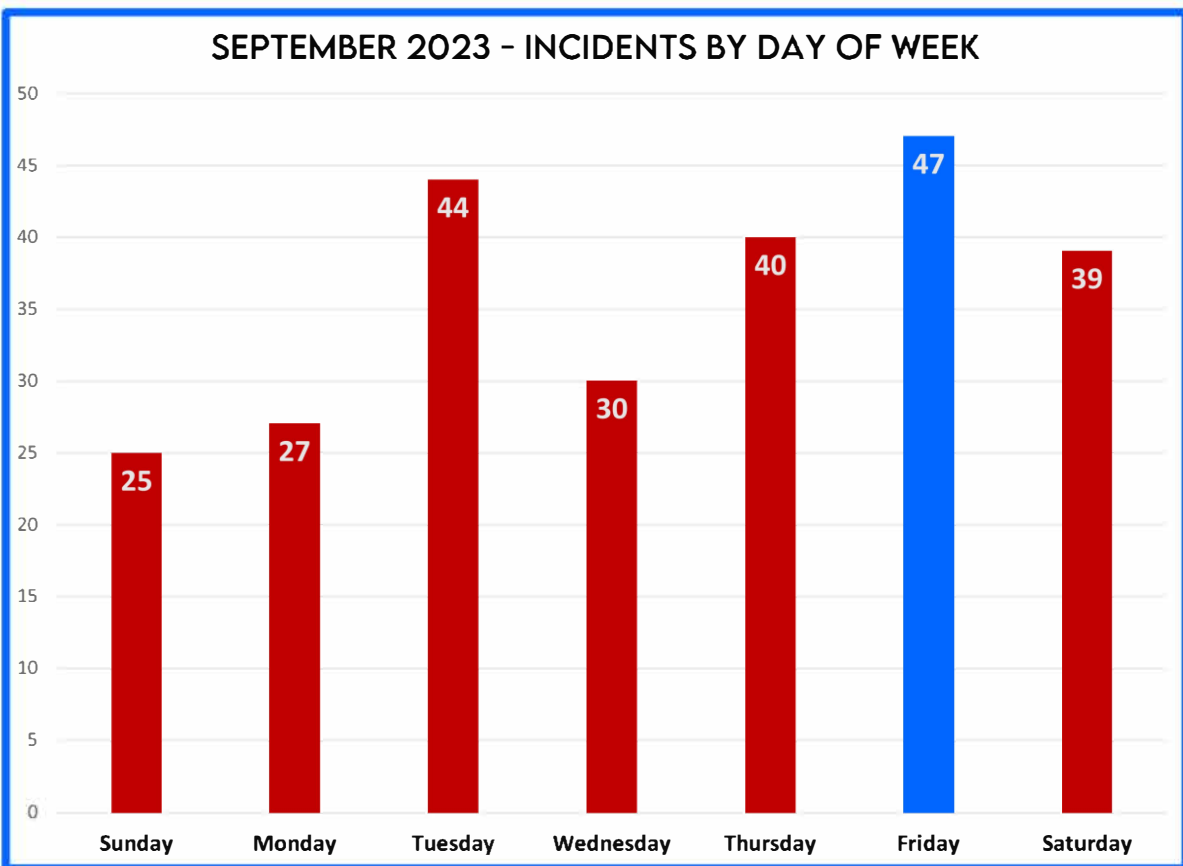
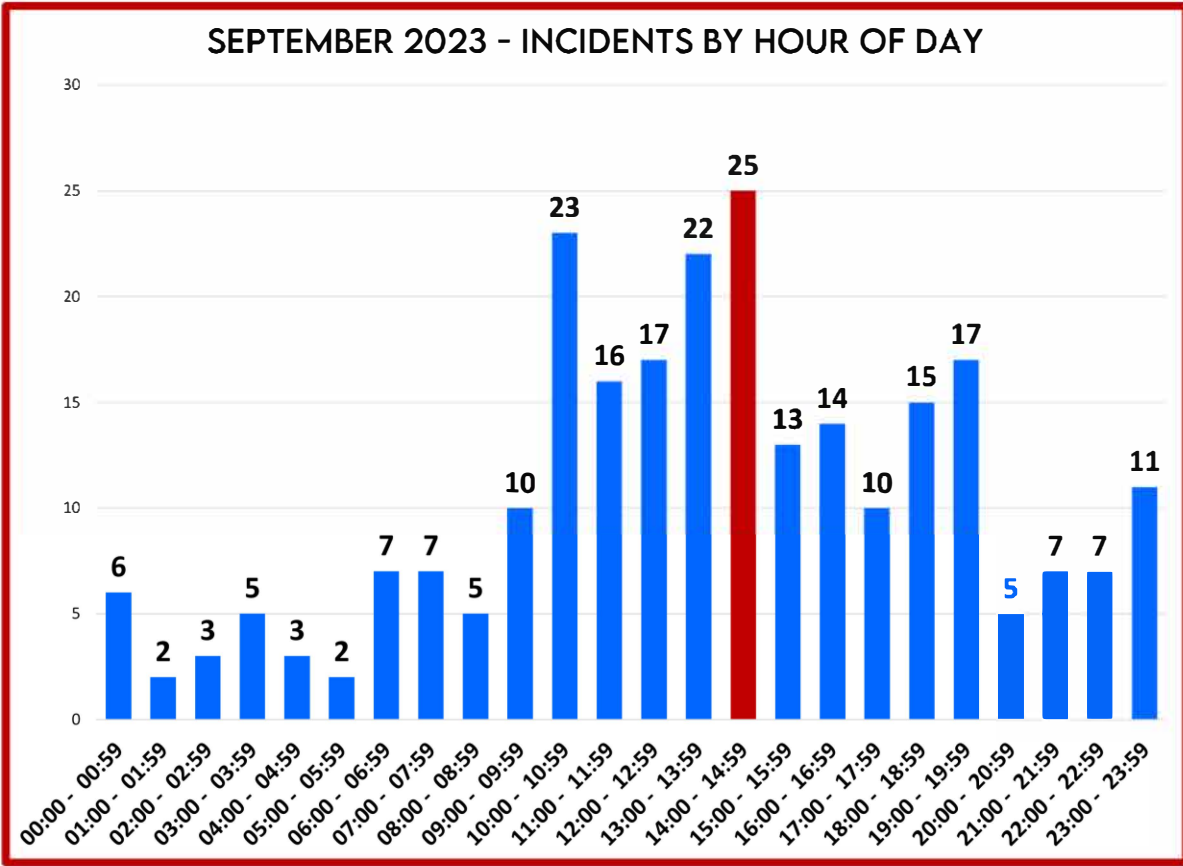
### SEPTEMBER 2023 - EMS RESPONSE MODE



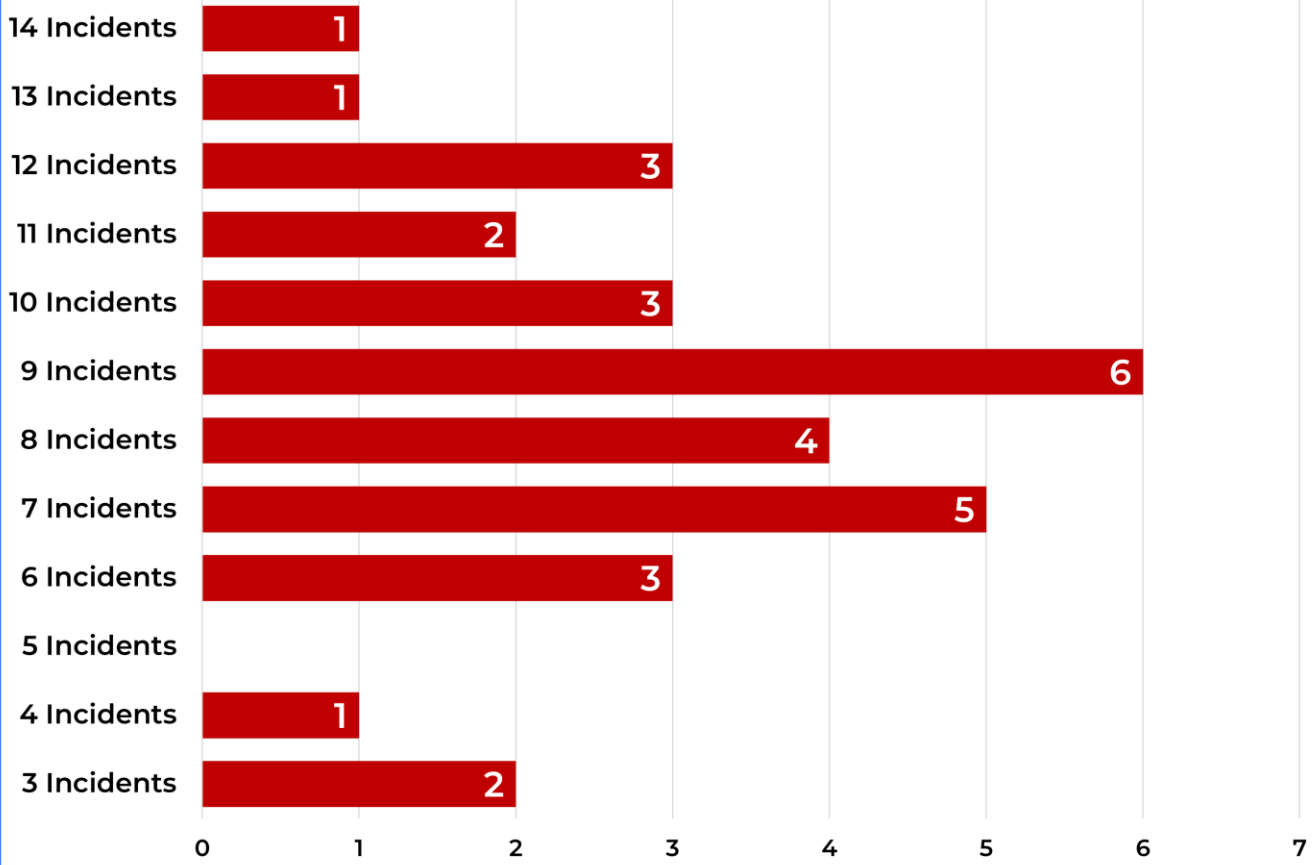
### SEPTEMBER 2023 - 5 MOTOR VEHICLE ACCIDENTS



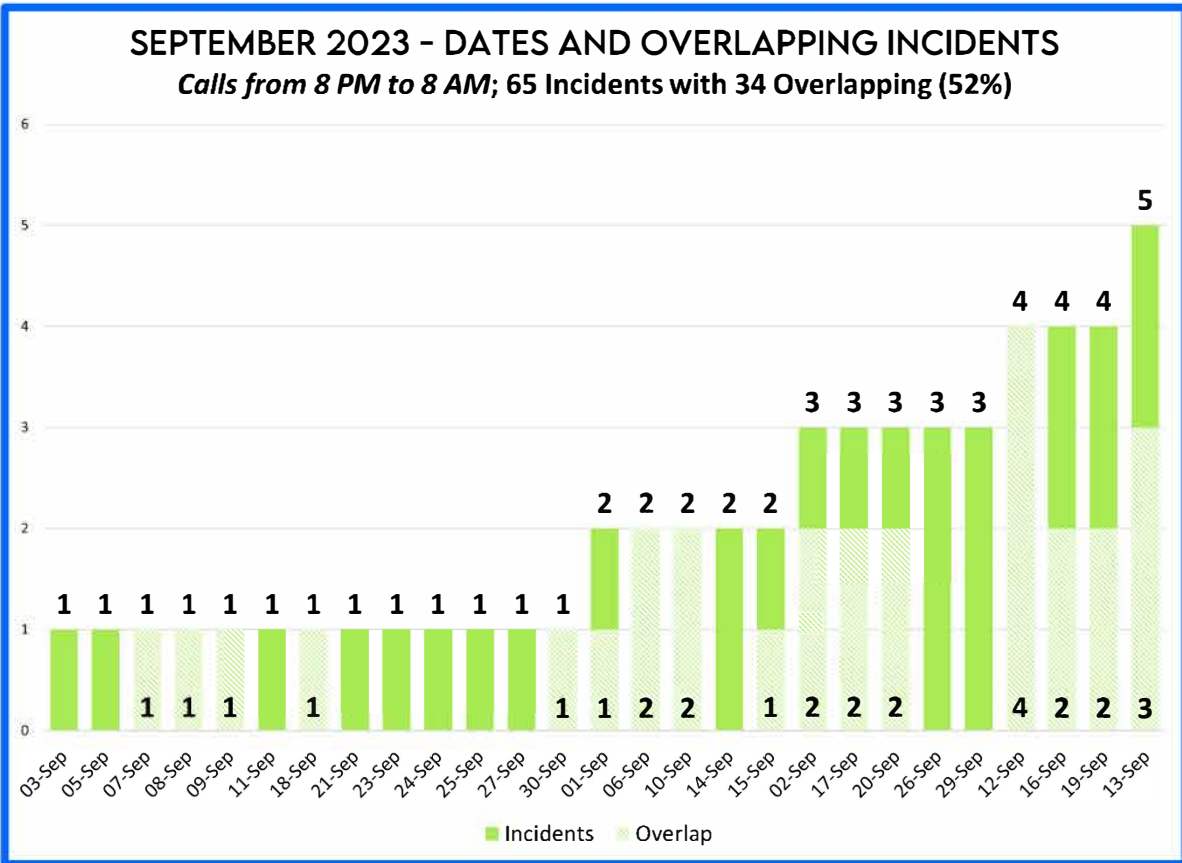
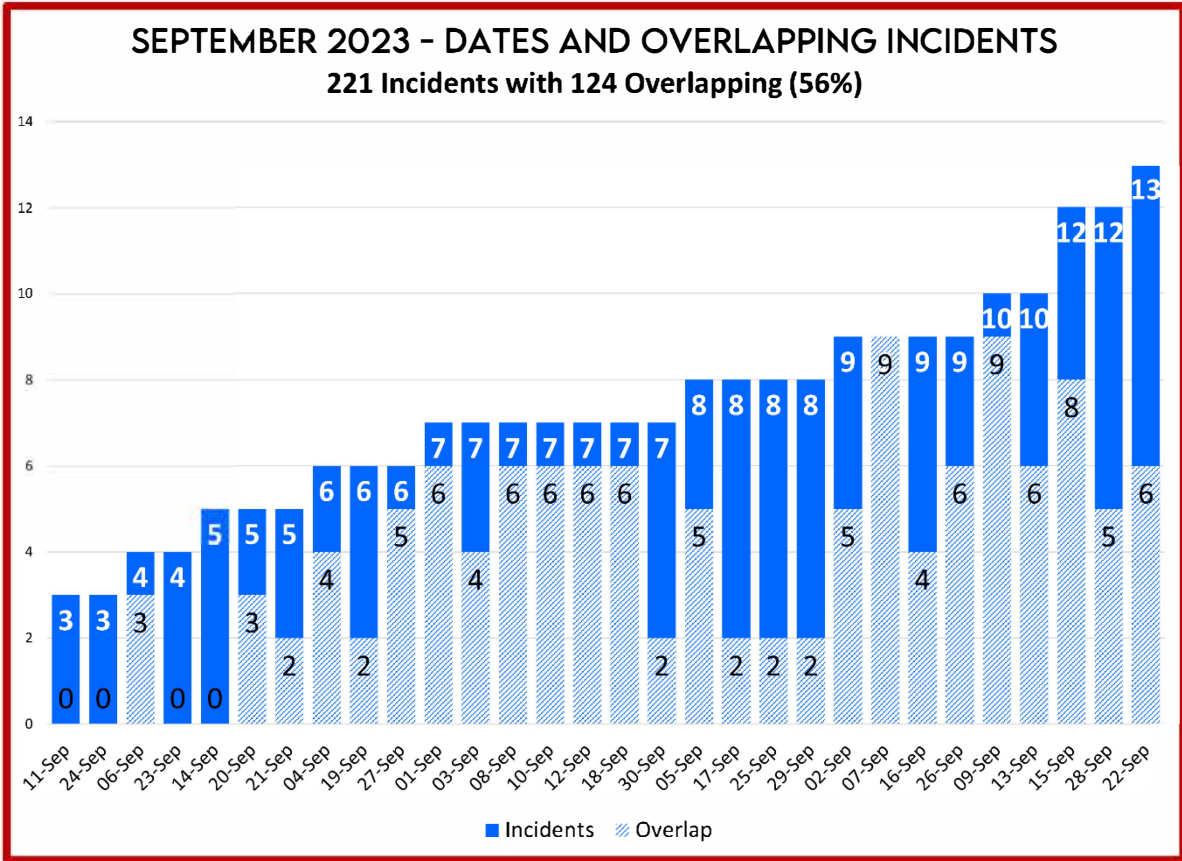
# OPERATIONS



### SEPTEMBER 2023 - INCIDENT COUNT BY DAYS



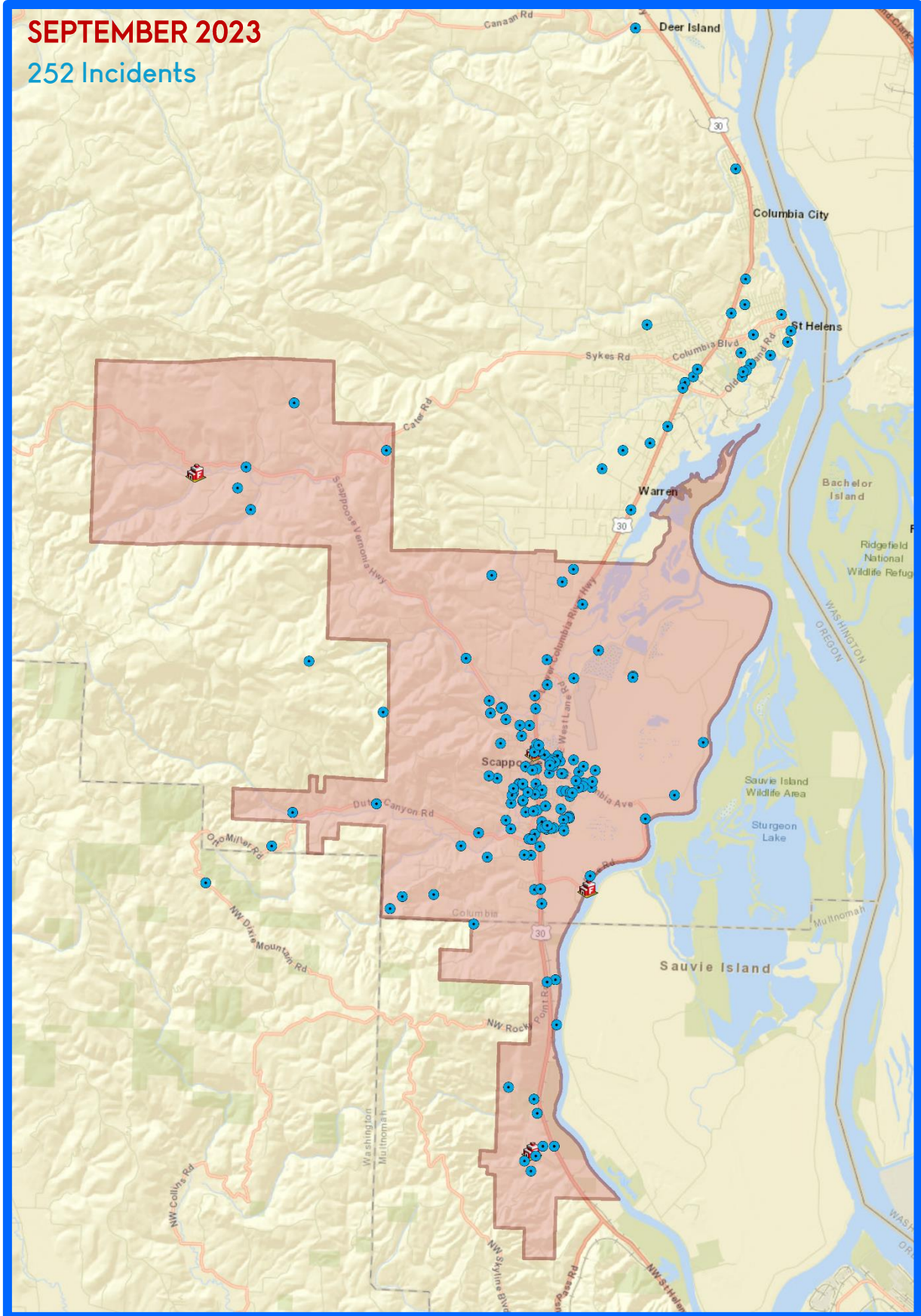
# OPERATIONS



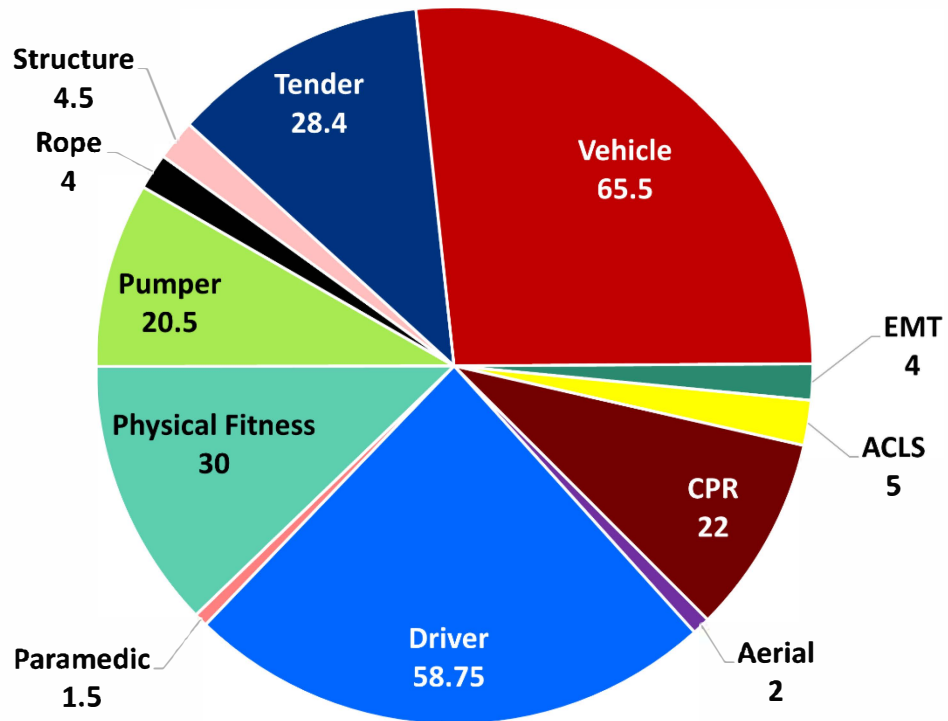


**SEPTEMBER 2023**

252 Incidents

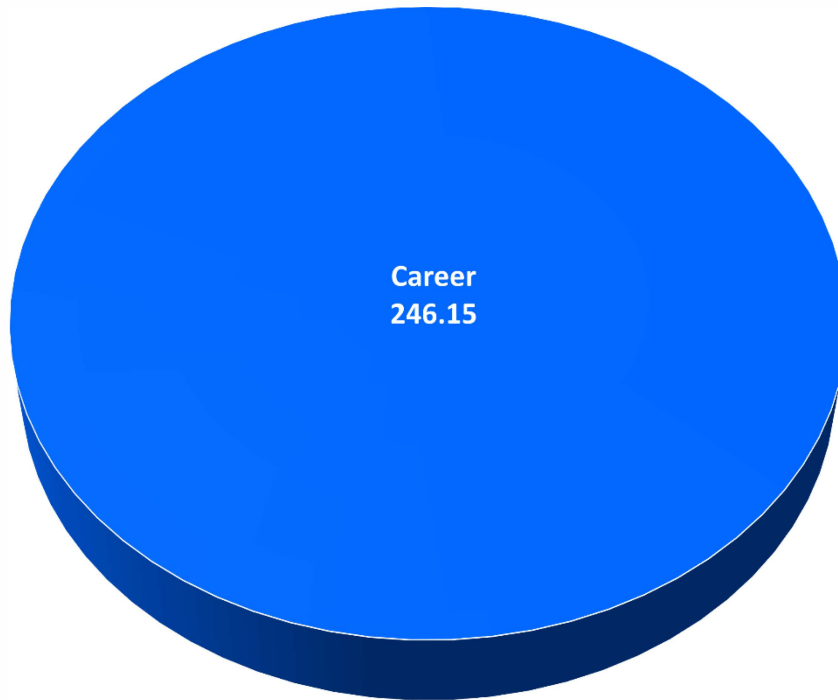


SEPTEMBER 2023 - TRAINING HOURS BY SUB-CATEGORY  
246.15 Total Hours

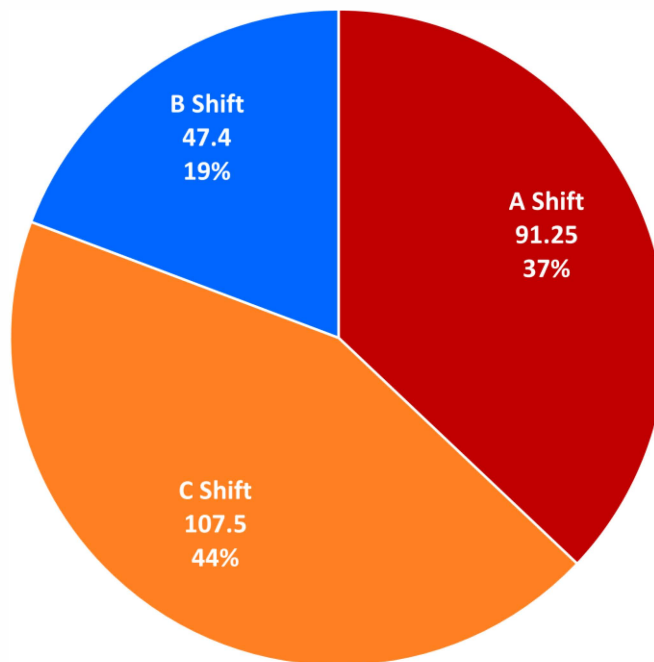




SEPTEMBER 2023 - VOLUNTEER & CAREER  
TRAINING HOURS



SEPTEMBER 2023 - TRAINING HOURS BY SHIFT



# Monthly Report\_4

Flight #1	2023-09-15 15:52:17	Air Time: <b>00:05:32</b> Total Mileage (Miles): <b>0</b>	Max Altitude (Feet): <b>151.6</b> Max Distance (Miles): <b>0</b>
Takeoff Lat/Long: <b>45.735478,-123.003237</b> Above Sea Level (Feet): <b>1808.6</b>		Flight App: <b>DJI Pilot</b>	
Max Bat Temp (f): <b>86.2</b>		Takeoff Bat: <b>94%</b> Takeoff mAh: <b>5355</b> Takeoff Volts: <b>25.262</b>	Landing Bat: <b>79%</b> Landing mAh: <b>4519</b> Landing Volts: <b>23.82</b>
Takeoff Degrees/Minutes/Seconds: <b>45° 44' 7.72" N, 123° 0' 11.65" W</b>			
License Number: <b>4079350</b>		Photos: <b>0</b>	Videos: <b>0</b>
Avg Wind: <b>6.3</b>		Max Gust: <b>9.6</b>	Drone Type: <b>M30</b>
Weather Summary: <b>Sunny</b>			

Flight #2	2023-09-13 18:08:25	Air Time: <b>00:22:03</b> Total Mileage (Miles): <b>1</b>	Max Altitude (Feet): <b>187.3</b> Max Distance (Miles): <b>0</b>
Takeoff Lat/Long: <b>45.751474,-122.866905</b> Above Sea Level (Feet): <b>22.8</b>		Flight App: <b>DJI Pilot</b>	
Max Bat Temp (f): <b>101.7</b>		Takeoff Bat: <b>91%</b> Takeoff mAh: <b>5359</b> Takeoff Volts: <b>24.946</b>	Landing Bat: <b>28%</b> Landing mAh: <b>1612</b> Landing Volts: <b>21.108</b>
Takeoff Degrees/Minutes/Seconds: <b>45° 45' 5.31" N, 122° 52' 0.86" W</b>			
License Number: <b>4079350</b>		Photos: <b>339</b>	Videos: <b>0</b>
Avg Wind: <b>6.2</b>		Max Gust: <b>14.5</b>	Drone Type: <b>M30</b>
Weather Summary: <b>Overcast</b>			

Flight #3	2023-09-13 18:01:30	Air Time: <b>00:02:04</b> Total Mileage (Miles): <b>0</b>	Max Altitude (Feet): <b>124.3</b> Max Distance (Miles): <b>0</b>
Takeoff Lat/Long: <b>45.751475,-122.866904</b> Above Sea Level (Feet): <b>22.8</b>		Flight App: <b>DJI Pilot</b>	
Max Bat Temp (f): <b>87.4</b>		Takeoff Bat: <b>98%</b> Takeoff mAh: <b>5771</b> Takeoff Volts: <b>25.391</b>	Landing Bat: <b>92%</b> Landing mAh: <b>5346</b> Landing Volts: <b>24.662</b>
Takeoff Degrees/Minutes/Seconds: <b>45° 45' 5.31" N, 122° 52' 0.85" W</b>			
License Number: <b>4079350</b>		Photos: <b>0</b>	Videos: <b>0</b>
Avg Wind: <b>6.3</b>		Max Gust: <b>8.3</b>	Drone Type: <b>M30</b>
Weather Summary: <b>Overcast</b>			

Item #4	Total	Air Time: <b>00:29:39</b> Total Mileage (Miles): <b>1</b>
Photos: <b>339</b>		Videos: <b>0</b>

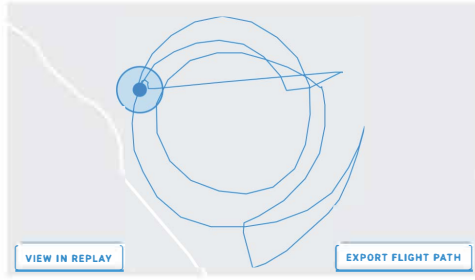
Details

### FQUPU

START  
9/15/2023 • 3:24:45 PM

END  
9/15/2023 • 3:49:37 PM

DURATION  
00:24:52



INPUT TYPE Auto Generated	TOTAL DISTANCE 7632 FT	MAX ALTITUDE 326 FT	MAX DISTANCE TO PILOT 863 FT
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NOTES

EDIT DETAILS

Alerts

There are no alerts at this time.

Hardware

- Regional Disaster Preparedness Organiz Equipment
- B916H Battery
- BK119 Battery
- UR4FR Drone

ADD HARDWARE +

Additional Info

CHECKLISTS Preflight Checklist	COA ID NONE
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EDIT DETAILS

Weather Report

CLOUD COVER --	TEMPERATURE 58° F	HUMIDITY 65 %	WIND SPEED 5 MPH	WIND DIRECTION 318°
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Location



NW Tupper Ranch Rd  
NW Tupper Ranch Rd, North Plains, OR 97133,  
United States  
45.737350, -123.007190

Missions

- Wildfire\_Operations  
All wildfire broadcasts

ADD TO MISSION +

Incidents

ADD INCIDENT +

## Sep 11, 2023, 6:03 PM HEALTHY

P4VAVX • #21 USA, Lahaina 5min 33s ↔ 866m Automatic

Astro - UR49F-10925939 Jeff Pricher Share with Manufacturer

Overview Logs Files Notes

**Healthy**  
No issues were detected on this flight.

### Flight details

Flight start time Sep 11, 2023, 6:03 PM	Airtime duration 5min 33s	Distance flown 866m
Logging duration 5min 39s	Flight max speed 13.66m/s	Flight max altitude 46.49m (AGL)

### Vehicle details

Vehicle Astro - UR49F-10925939	Software version v1.3.2	Flight Controller 10925939
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View in 3D

# STAFF REPORTS

# Fire Chief Report September

## Meetings Attended

Date	Topic	Date	Topic
9/1/23	PSU and NASA meeting	9/13/23	Swearing In Ceremony
9/5/23	RDPO Program Committee mtg	9/14/23	Officers Mtg
9/5/23	Commercial UAV Expo	9/14/23	ODAV meeting
9/6/23	Commercial UAV Expo	9/19/23	Admin Team mtg
9/7/23	RDPO LEWG Meeting	9/20/23	Meeting with OEM
9/7/23	RDPO Fire & EMS WG mtg	9/20/23	Meeting with Digital Graffiti
9/7/23	Commercial UAV Expo	9/21/23	Civil Service Mtg
9/8/23	NASA ASRS Meeting with IAFF/IAFC	9/25/23	Labor mgt mtg
9/11/23	Fire Defense Board MTG	9/25/23	mtg with US DOE
9/12/23	REMS Presentation to PFB	9/27/23	Mtg with Col. Co. Econ Development
9/12/23	County HSEMC meeting	9/27/23	Mtg with Site Scan
9/12/23	Tunnel Meeting	9/28/23	Civil Service Mtg
9/13/23	PSU Meeting		

**Hours Worked September: 137 Hours**  
**On Call in September: 118 Hours (Call shifts minus office time)**  
**TOTAL HOURS: 255**

**Training**

None

**Projects**

- EMS Boundaries Multnomah County – *Tabled*
- Draft Strategic Plan – *In Progress*
- Fire Station Project ~ *In Progress*
- OSFM HMEP Grant 2021 ~ *Completed UAS, still working on training grant*
- SHSGP ~ *Starting the final closeout process*
- Senate Discretionary spending request ~ *Program started October 11<sup>th</sup>*
- 2022 AFG Grants
  - Tender Project ~ *In progress*
  - Engine Project ~ *In Progress*

Over the last few months, there has been many things that seem to grab the attention of the district. September was not spared this in any way. Staff were involved in many projects that have positively impacted the fire district and our operations for the future.

One specific project to highlight is the Civil Service Commission. Earlier this year, the board directed staff to divest ourselves from another Civil Service Commission and create our own. In doing so, we wished to establish ours so we could partner with other agencies and collaborate in local hiring needs. Thankfully, we were able to complete all the steps to have our first meeting. The volume of work from staff in nothing short of amazing. Please help me in acknowledging our admin team in getting this across the finish line. One of the agencies that we partnered with has three vacancies that they need to fill to get back to full staffing. For Scappoose Fire, this fiscal year we are moving a Lieutenant to a day shift. This will require us to have to promote a new Lieutenant and hire a firefighter. Unfortunately, we had to delay this process until the Civil Service Commission was up and running.

I was asked to be a speaker on a panel at the Commercial UAV Expo. about the Future of Public Safety Drone Operations. The panel was made up of three other law enforcement agencies and a representative from the Department of Homeland Security. It was an incredible opportunity to get to network with other local state and federal counterparts. In addition, there are several improvements to our program that will come from my attendance at this conference.

We are continuing to have conversations with Columbia County over the Urban Renewal District and the impacts of Cascade Tissue moving out. Interestingly, we will be receiving additional revenue this year from the Cascade Tissue property. Unfortunately, I do not think we will see a net gain from the additional tax revenue. The reason for this is this next tax year, meaning the tax receipts that will be arriving in November will start to show the negative impacts of the Urban Renewal District. Last year, our tax rate took a hit of about eight cents (\$0.085) from our permanent tax rate of \$1.11. This year, the rate will effectively be \$1.0165, which is almost a 10% reduction in collections off of the permanent tax rate. This will continue to be a significant problem for the district moving forward financially. If and when possible, it will be incumbent upon the board to lobby with elected officials locally, regionally and at the state level to try and have us removed from this Tax Increment Financing if we are going to fiscally survive in the future.

On another financial note, the Scappoose School district just started advertising for a 110 million bond for a new middle school. This could impact us soon with our own needs and ask from the community. Thankfully, our ask will pale in comparison to the school district ask.

Included in this month's packet will be a memo regarding a supplemental budget request we will be making in November. I encourage you to look over the memo and get in touch with me over the next month if you should have any questions about this. We have a significant need to upgrade one of our vehicles now.

## OPERATIONS REPORT

As we are getting closer to 2024, we are getting closer to receiving our apparatus. Last month, Lt. Anderson and I had several conversations with the vendor regarding our new engine and tender. We believe that all of the change order requests have been finalized and we are waiting for the final drawings to be submitted to us. Financially, we are well within the amount of \$1,100,000 which was authorized by the board. Delivery is still on target for the first quarter of 2024, and from what we are being told, we may be seeing the tender before the engine.

The roof for Chapman Fire Station is moving forward. We took a pause to try and vet the possibility of seeing if we could price out and get a Tesla Solar roof to be installed. Unfortunately, it did not pan out and we are continuing with the traditional process as the Holbrook station. One thing of significance is that we will be looking to see if we can add a solar option to the Chapman station in the future. If we are not able to get one for the roof, we are contemplating something for the ground. This alternative energy source could assist with lowering our electrical costs for that station. Western Oregon electric costs are higher than Columbia River PUD. It is important for us to consider any level of technology that can help us to lower our costs.

We finally have a date for taking the boat into be serviced and have the new electronics installed. That will occur at the beginning of next month. There are many of us that are excited to see these added safety features.

We have been plagued by several vehicle maintenance issues. This is one of the reasons for the impending supplemental budget request. The repairs on the current rescue are climbing and the amount of repair to the cost of the vehicle is beyond the point of sustainability. One of the front-line engines (1996 twins) has had significant plumbing degradation. We are looking at a repair bill of over \$10,000 coming up. In a way, the new engine and tender cannot get here soon enough.

We have also had to make some improvements for our IT program. One of the controllers for our backup up server failed and had to be replaced. We also upgraded our data retentions capability by adding a 12terabyte RAID drive and we had to update several iPads that were beyond a serviceable life. What was occurring was that because the memory was so limited, the updates to the applications and software could not occur. We use the iPads as our Mobile Data Terminals in the apparatus.

We are still working on switching over to the .GOV environment with the assistance of our IT support. This will be a work in progress.

**Holbrook station:** Nothing to report currently. The station is in order and working efficiently.

**The Boat House station:** Nothing to report currently. The station is in order and working efficiently.

**Division Chief Marks**  
**October 2023**

**September Projects:**

Duty Shifts - Safety Program - Wellness Program  
CQI Program – Compliance Data Collection - GEMT  
Medicare Ground Ambulance Data Collection System (GADCS)  
Civil Service Processes (Entry Level and Lieutenant)  
Records Requests –

**Drills / Activities / Meetings in September included:**

Admin Meetings	Fire Defense Board
PCG GADCS Kick-Off	FTEP Follow-up
Meet with EMS Chiefs	MPD Meetings
Columbia Pacific CPCCO	Meeting with Public Health
River Safety Meeting	EMS Committee
September 11 <sup>th</sup> Ceremony	FPAAC 3Q meeting
SRFD Family Picnic	OHSU Liaison Meeting with C. Para.

EMS leadership continues to work on the transition with Dr. Wiley. This is a long process which continues to take time. With the contract being signed we are now moving toward her taking full control. There are still items that need completed but we are moving in the right direction.

On September 15<sup>th</sup> County Public Health received a letter from OHA regarding the ASA plan. The letter contained required and recommended feedback and changes for the document. Public health released the letter and plan to the EMS leadership for assistance with the project. I reviewed the document and supplied feedback and info for the plan. The next steps are to have the commissioners review the changes and send it back to OHA for further review. Once it is sent back to OHA, it is another 6–8-week review period on their end. Due to this, the county is working on extending the ASA Franchises again. I will be attending Commissioner meetings to stay informed on this item.



The new ambulance has been in service for a few months now. It continues to receive positive feedback. I am working with Lt. Anderson to rotate the ambulances, so we do not run the miles up on our newest unit.

Nina continues to show great value to our organization. Her outreach goes beyond what I had known in the past. In September her and I met with outreach personnel from OHSU including individuals from the Knight Cancer Institute and the Columbia County Community Research Liaison. We discussed numerous items including grant opportunities. Another project Nina and I have worked on is with Community Action Team. As some of you may know, Nina provided many Covid Vaccines to the community during the pandemic. CAT had money for a vaccine grant which needed to be used. We accepted this money to continue the vaccine program. These funds will be used by Nina to administer flu, covid and other vaccines to those in need throughout the community.

Maria and I are working on our first set of data to send to PCG for a trail run for the GADCS project. Maria and I will continue to work on this project throughout FY 23/24.

I have begun reviewing higher acuity calls. One of the areas we have needed more focus on is Quality Assurance and Improvement. I was able to build questions and categories in Image Trend to be able the system to provide me a list of calls which should be reviewed. I have informed providers about the areas I will be looking at to improve treatments and documentation. Currently I am the only individual reviewing these higher acuity calls for these specific items. After the first of the year, all providers will be completing a documentation class. This class will set the standard on how we document EMS contacts.

As requested at the September Board meeting, here is a list of my larger projects in their current priority.

1. GACDS: This project will remain priority number one throughout our collection period. Correct and thorough completion of this project will ensure the organization is not fined 10% of our Medicare billing.

2. Lieutenant Promotional Process: This process will be concluding before November 6, 2023. This process needs to be completed for personnel movement and assignments.
3. Ambulance Service Area Plan: This plan is still in motion. This item will be on the county commissioner's agenda several times in the month of October. I am planning on being at these meetings to ensure the organization is represented and help push this process forward.
4. Physician Advisor: While we have completed the search and have a signed contract, we still have many aspects that need transferred over to the new doctor.
5. Flu Shot Clinic: I am working with Occupational Safety Health and Wellness for our annual flu shot clinic. This will be held some time mid to late October.
6. Training at CCOM: Once a quarter, CCOM holds training events for their staff. For this quarter I was asked to present on an overview of swift water rescue.
7. Continue to support staff: While this is listed at the bottom of my priority list, it is of vital importance to me. This item can be little things throughout the month to assist with a vast number of items to increase work flow and continuity of the organization.

My time Worked in September 2023

144 Hours

Call time in September 2023  
(time)

152 Hours (call shifts minus office

**Total Hours for September 2023**

**296 Hours**



Quail Lane Fire

**Chief Bautista Report**  
**Prevention & Training Divisions**  
**October 2023**

**October Projects:**

- ◆ SRFD Fire Marshal Fee Schedule Update Proposal (Tabled) - Need administrative time and support to review and revise
- ◆ SRFD Admin Support Internship program for Fire Prevention, EMS and Training (Tabled) - Currently unable to explore due to other priority projects
- ◆ Update CCFiremarshal.com website (Tabled) - Need administrative support and access to master copies of forms to update
- ◆ 2023 Training Calendar (In progress)
- ◆ Probationary Skill Test Revision (Tabled) - Need support to work on this project, tabled temporarily to focus on other priorities
- ◆ Summer Volunteer Academy Plan (In Progress)
- ◆ Lieutenant Exam Process (Reassigned and Completed)
- ◆ Youth Firesetting Prevention and Intervention Program development (In Progress)
- ◆ Training & Activity Report Forms (In Progress)
- ◆ Permit Application Portable Propane Devices Updating Form (Tabled) - Need Access to master copy of form to update

**Fire Marshal Duties:**

Two (2) driveway inspection, one (1) fire inspection, and one (1) special inspection.

We were unable to schedule company inspections this month due to other priority job duties and projects.

A fire prevention open house is scheduled for Wednesday 10/11/2023 1900 hrs. at the main Scappoose station as part of National Fire Prevention Week.

The theme this year is "Cooking safety starts with YOU. Pay attention to fire prevention". We are looking to partner with community groups for this event. With the cancelled movie night, we will utilize the food items purchased from this event to serve to the public. We are looking forward to this opportunity to connect with the community and promote fire safety.

**Training Duties:**

We completed a Hazardous Materials Awareness and Operations DPSST skills assessment, both new recruits and current member missing this certification were in attendance. We will schedule another opportunity to capture members who were not able to attend prior to the end of the year. Thank you to all the members that assisted with this exam.

2023-02 Volunteer Firefighter Academy will begin October 4, 2023, with an orientation night and initial skills instruction. The curriculum will be online with hands-on skills scheduled on Wednesday evening

drills and occasional Saturday sessions. I want to thank the Volunteer Chief Officers for their assistance because this has been a heavy lift with the internal position transitions. We look forward to bringing on new members to our organization.

We are working to finalize the curriculum and materials for the Scappoose High School. Class sessions begin October 11, 2023. The schedule will be meeting with students twice a month, with online assignments. In January, we will have the students for “J term” for 3 ½ weeks.

**September Meetings & Activities:**

<b>Date</b>	<b>Meeting and/or Topic</b>
9/5/2023	Car Fire - Sam Blehm RD
9/5/2023	Admin Team Meeting
9/6/2023	Volunteer Association Meeting
9/7/2023	Latinx Collaboration Meeting
9/7/2023	Fire Inspection - Fast Lube & Oil
9/12/2023	Special Event Permit Scappoose High School Homecoming Parad
9/12/2023	LCRTOA
9/12/2023	Columbia County Fire Investigation Team Mtg. (FIT)
9/12/2023	Initial Driveway Inspection - Off Ted Bear Lane
9/12/2023	Initial Driveway Inspection - 51116 James View Dr.
9/13/2023	Swearing-In Ceremony – FF Bernier & FF Wenner
9/18/2023 - 9/21/2023	IAAI OR Chapter Annual Training Seminar and Executive Board Meeting

**Upcoming Chief Officer Development:**

Nothing to report

**Upcoming Training:**

IAAI OR Chapter Annual Training Seminar – Completed

Total hours for September 2023: 254 hours (158 hours (36 sick and 10 holiday hours used) & 96 Duty Officer On-call hours, minus office hours)



## October 2023 – Finance Report

### Revenue highlights for September:

- \$103,257 in general fund revenue was deposited in September. This included the following deposits:
  1. \$18,228 from the Senate Discretionary Funding Grant to repay the cost of UAS purchased in FY22-23 from General Fund Capital Outlay
  2. \$3,105 in Workers' Comp. audit reimbursement
  3. \$5,107 in Workers' Comp. claim reimbursement
  4. \$84,125 in EMS revenue
  5. \$10,608 in tax turnovers, which is \$3,562 less than Sept 2022 turnover.
- You will notice a negative balance in GEMT revenue for September. That is because a payment for GEMT leverage fees was made this month. Historically, these fees are paid from GEMT revenue. We expect the first revenue deposit in October or early November to offset the current negative balance.
- A reimbursement check for \$6,116 from West Marine Pro, drawn in June 2023 for electronic equipment for FB31, (later found to be unavailable), was received and placed back into the account from which the funds were withdrawn.

### Expenditures:

With a quarter of the fiscal year complete, General Fund expenditures are trending very close to the expected 25% benchmark. Personnel Services, which accounts for half of the total budget, is trending very close to 25% at approximately 23%. Materials & Services is on-target at 25%.

#### Expenses of note:

- \$2,876 (4) iPad replacements
- \$4,260 in fuel charges
- \$4,371 in paramedic school tuition reimbursement
- \$15,221 in credit card expenses
- \$24,113 in Leverage & Admin fees for GEMT Fee For Service

### Projects:

FY22-23 Audit began in late September. Completion of the audit was delayed due to auditor illness. An estimate of when we can expect the report is expected prior to the board meeting.

Work was completed on the Fee for Service cost report for GEMT.

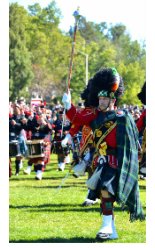
Updates to the property & liability schedules are complete. WHA Insurance uses these updates to determine 2024 pricing. We budgeted a 12% increase.

Maria Heath



## “We Ride To Remember”

If you ask any firefighter what it is that brings a tear to their eye, most will probably tell you it is the pipes and drums playing “Amazing Grace”. The hauntingly beautiful, lonely piper playing in the distance from the massed pipes and drums is a sound that stirs emotion in even the “saltiest” firefighter.



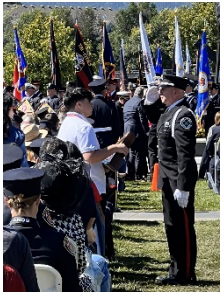
I am a member of the IAFF Motorcycle Group and on September 16, 2023, I had the honor of participating in the International Association of Firefighters Memorial Service in Colorado Springs, Colorado. Two hundred firefighters on motorcycles from around the U.S. and Canada lead a procession through the city to the Memorial Wall where 542 fallen heroes were recognized this year. Among those honored, were four of our own Oregon firefighters:



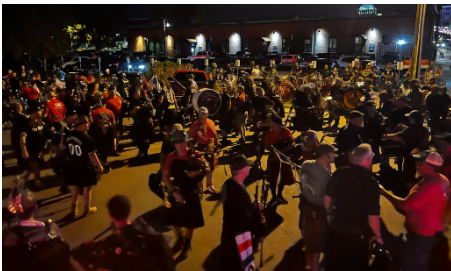
- Maurice T. Stadel, L0314, Salem OR
- Richard J. Ilg, L1660, Tualatin Valley, OR
- Jerry Richardson, L0043, Portland, OR
- Mark S. Matthews, L0845, Albany, OR



The three-day event in Colorado Springs, hosted by IAFF Local 5, was an incredible experience. I spent time with old friends and met several new ones. Time was spent reflecting on and being thankful for the good fortune I have experienced during my career. Time was spent mourning the lost heroes who made the ultimate sacrifice for others. Overall, though, this event is a celebration of life, honoring all those brothers and sisters and who are no longer with us.



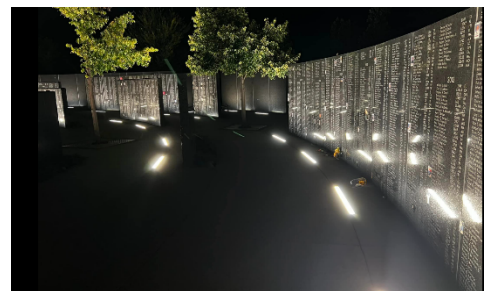
The memorial service was humbling and awe-inspiring. Names were called in groups of 20. A Color Guard (flag bearer) and a Body Guard (carrying a folded IAFF flag in a display case) were assigned to each fallen firefighter. When the name of the fallen hero was called, the Color Guard would lower their flag from vertical to 45 degrees while two bells sounded in succession. The family of the firefighter would stand and the Body Guard would note their location. When the group of names was complete, the assigned Body Guard went to their family to present the flag.



The two nights of festivity took place in a two-block section of Colorado Springs that was blocked off. The families of the fallen, locals, and visiting firefighters all gathered in the street to enjoy each other's company and share stories. At approximately 8 p.m. each night, barricades were removed, and an engine company and ladder company entered the street with emergency lights flashing to separate the crowd and make way for the mass of pipes and drums following behind. The people gathered then enjoyed a half hour of wonderful music by the pipes and drums playing in the streets to cheers and celebration.



You don't need to ride 2800 miles on a motorcycle to experience this annual event. If you haven't visited the memorial or attended the IAFF Fallen Firefighter Memorial ceremony, it is something that should be experienced. Words and pictures alone cannot convey the emotion that is palpable while walking among the panels of names and the Honor Guard statues keeping eternal vigil over the names of our fallen heroes.



The IAFF Motorcycle Group's purpose is to honor our fallen. We ride to remember.

Provided by Battalion Chief Tim Hennigan

# **OLD BUSINESS**



# MISCELLANEOUS

# NEW BUSINESS



# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Firefighter Mathews

SUBJECT: Purchasing of Firefighter turnouts

DATE: October 2<sup>nd</sup>, 2023

**Requested Action:** Authorize staff to purchase 7 new sets of Firefighting turnouts.

**Critical date for action:** The Order of 5 sets will be placed in the next 30-60 days and an additional 2 sets to be ordered in March of 2024.

**Purpose:**

Replace turnouts on a more consistent basis to keep the organization moving towards NFPA 1851 standard.

**Impact:**

This request is to authorize the purchase of 7 new sets of Firefighting turnouts. These turnouts will be issued to career and volunteer staff. Currently we have some volunteers in turnouts that are past the recommended 10-year life from NFPA and we also have back stock of turnouts that are past the life of 10 years as well.

The purchasing of these turnouts will allow us to take older turnouts, that are on the line but not at the 10-year life quite yet and put them in our back stock to use when we take on new volunteers and career staff in the future. Having a healthy back stock of turnouts, helmets, and boots helps ensure that when we bring on new staff, we will be able to out fire them in gear that is still safe to use and in line with current guidelines.

**Availability of funding:**

Emergency operations and supplies account 775 has an approved budget of \$100,000.00. As of the September budget vs. actual there is \$90,297.61 remaining in account 775 Emergency operation and supplies. The purchase of these turnouts would leave account 775 with \$60,297.61 remaining.

**Coordination:**

This project to be coordinated by finance and staff assigned to this project.

**Contact person(s):**

Keith Mathews

Jeff Pricher

**Attachments:** (None)

**Recommendations:**

1. Allow staff to start the purchase process for this sole source purchase.
2. Take no action.
3. Table this for another month.

**Conclusion:**

We at one point were on a regular cycle to bring new turnouts in and cycle old turnouts to back stock, that cycle has been on the “back burner” for about 3 years now. My intention is to get our turnout ordering cycle back on track and maintain an order of at least 6 new sets every year. This will allow us to continue to have a good healthy back stock of turnouts that are still within the 10-year cycle so that we no longer need to issue outdated PPE to our new incoming staff. The cost of this is \$4,031.19 per set for a total of \$30,000.00 for 7 sets.





# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Jeff Pricher, Fire Chief

SUBJECT: Supplemental Budget Consideration

DATE: 10/12/2023

**Background Information:** Oregon Budget Law recognizes that after the beginning of the fiscal year, changes in appropriates in the budget sometimes become necessary, and so allows for those changes via supplemental budgets and budget amendments. Supplemental budgets add funds to existing budgets, while budget amendments move already budgeted funds between categories of the same fund without adding to the fund's total budget.

A Public Hearing is required for any supplemental budget that changes a fund by more than 10%. The amount of the proposed supplemental budget has not changed and remains less than 10% of the operating budget of the affected funds, so a Public Hearing is not required.

A notice of the Supplemental Budget is required to be published, and that notice will be scheduled for printing in the South County Spotlight at least 5 days prior to the November regular board meeting if the Board moves to approve this action.

**Requested Action:** Consider a supplemental budget utilizing no more than \$150,000 of the \$217,667 unanticipated beginning fund balance from FY22-23 budget for the following purposes:

- 1) **Intern Program – up to \$20,000.** This will allow SRFD to support 3 interns at an approximate cost of \$1,500/per intern/per quarter + supplies.
- 2) **Apparatus Replacement –up to \$130,000.** Purchase new chassis for Rescue 431 and remount of the box.  
If approved, we will re-chassis the box. Specifically, remove the failed chassis and cab and replace it with a 1.5-to-2.5-ton chassis. The requested funds should be able to account for the purchase of the new chassis and the remount.

**Critical date for action:** If approved, a supplemental budget and budget resolution will be presented to the Board at the November 2023 regular meeting.

**Purpose:** In looking at our apparatus replacement strategy, we were planning on replacing the rescue next fiscal year. The Rescue was purchased in 1993 and is beyond its service life. There is no logical reason at this point to put any more funding of repairs into this vehicle. This vehicle is paramount to effecting rescues of many types in our district. The most cost-effective way for us to remedy this situation will be to replace the chassis. Keep in mind, this chassis was modified in 1993 to add the crew cab and add 4-wheel drive. This has caused the vehicle to pose many challenges for responders over the years.

**Impact:** There will be no impact. Our funding strategy has been to utilize any additional revenue and apply it to funding capitol outlay. In this instance, we will be funding a project a year earlier than anticipated.

**Availability of funding:** Unanticipated beginning fund balance is the source of funding for these projects.

**Coordination:** Chief Pricher, Lt. Anderson, FA Heath

**Contact person(s):** Chief Pricher

**Recommendations / Options:**

- 1) Move to approve writing a supplemental budget and budget resolution for FY23-24 with presentation before the Board at the November regular meeting.
- 2) The Board may decline to make any changes to the adopted budget at this time.
- 3) Table this discussion for another month.

**Conclusion:** The safety of our responders is paramount. Providing them with a safe and reliable vehicle is very important. Additionally, being able to respond the right piece of life safety equipment is what is expected of us by the residents of the Scappoose Fire District.

With respect to restarting our intern program, this is one of the components of our total program that we are known for. Being able to restart this program will help us in our overall goal of providing the best service to our community.

# COMMUNICATIONS



# International Association of Fire Chiefs

8251 Greensboro Drive, Suite 650 • McLean, VA 22102  
Tel: 703.273.0911 • Fax: 703.273.9363 • IAFC.org

August 18, 2023

Mr. Justin Jager  
National Park Service  
Interagency Fire Unmanned Aircraft Systems Subcommittee  
National Wildfire Coordinating Group  
justin\_jager@nps.gov

Mr. Jager,

The International Association of Fire Chiefs would like to appoint Chief Jeff Pricher as our representative to the Interagency Fire UAS Subcommittee of the National Wildfire Coordinating Group (NWCG). We are confident that our representative will do an excellent job and be an asset to the committee. If you have any questions, please contact Lauren Holtzclaw, Wildfire Programs Division at 571-606-5543, [lholtzclaw@iafc.org](mailto:lholtzclaw@iafc.org).

Sincerely,

A handwritten signature in black ink that reads "Donna M. Black".

Fire Chief Donna M. Black, EFO, CFO  
President and Board Chair

cc: Shane McDonald, Executive Board Chair, NWCG  
Katie Wood, Program Manager, NWCG  
Carmen Thomason, Program Coordinator, NWCG  
Rich Elliott, Chair, WFPC  
Erik Litzenberg, Senior Wildfire Policy Advisor, IAFC  
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