

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, February 8, 2024

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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 1-11-2024 regular meeting
 - B. Approve Jan. 2024 Profit & Loss Detail
 - C. Approve Jan. 2024 Budget vs. Actual
- V. Statistical Data
 - A. Ambulance Activity Report
 - B. Response Activity Report
 - C. Community Paramedic Program
 - D. UAS Flight Summary
- VI. Staff Reports
 - A. Chief’s Report
 - B. Operations Report
 - C. Fire Marshal & Training Report
 - D. Battalion Chief’s Report
 - E. Member Outreach Report

- F. Finance Report
- VII. Old Business
 - A. Bond Discussion
- VIII. Committee Reports
 - A. Management Team (Reeves & Gift)
 - B. Long Range Planning (Graham & Sorenson)
 - C. Awards & Incentives (Sorenson & Kriek)
- IX. Miscellaneous
- X. New Business
 - a. Appoint Budget Committee Member
 - b. Major Budget Item Discussion
- 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, January 11, 2024

- I. Call to Order & Flag Salute – President Reeves called the meeting to order and led the flag salute at 7:00 pm.
- II. Roll Call -President Reeves, Vice President Graham, Director Sorenson, Director Kriek, Chief Pricher, Lt. Heuer, FF Wenner, FF Mathews, FF Hughes, ERT Cardoos, FA Heath

Director Gift was excused.

- III. Public Comment – There was no public comment.

- IV. Consent Agenda

- A. Approve Minutes from 12-14-2023 regular meeting
There were no comments/questions regarding Dec. 2023 meeting minutes.
- B. Approve Dec. 2023 Profit & Loss Detail
Director Sorenson asked about expenses for the Rosenbauer. Chief Pricher said this was for a repair on the new apparatus. These were electrical and valve repairs.
Director Sorenson asked what Archive Social expenses were for, which was the annual renewal of archiving all social media accounts. Director Sorenson also inquired about expenses for new recliners.
- C. Approve Dec. 2023 Budget vs. Actual- Director Sorenson mentioned that the property tax revenue looked great. Chief Pricher explained that the District’s budgeting strategy of budgeting 90% of the estimated taxes is working.
Director Kriek moved to approve the consent agenda. Director Graham seconded.
The motion passed unanimously.

- V. Statistical Data

- A. Ambulance Activity Report – Chief Pricher drew the Board’s attention to the high transport volume and low revenue in December. Director Sorenson asked if we expect to receive all budgeted EMS revenue. FA Heath thinks the District will receive all EMS budgeted revenue, and likely exceed the amount.

- B. Response Activity Report – Chief Pricher said our response activity for 2023 was similar to that of 2022. We are seeing more days with 10-12 incidents per day, which will eventually require more staff to continue to serve the community. Director Kriek spoke about the need for a local hospital to reduce our transport times. Discussion followed.
- C. Community Paramedic Program – Chief Pricher mentioned to the Board that this data is a work in progress. We continue to fine-tune our data gathering and how it is presented to the board. Director Kriek asked for more information on Care Oregon.
- D. UAS Flight Summary – Chief Pricher spoke about December’s UAS flights.

VI. Staff Reports

- A. Chief’s Report – Director Graham asked for more information about an inspection at Trojan. Chief Pricher explained SRFD’s involvement and agreement with the county to provide Fire Marshal services. Director Graham asked for an update on the Scappoose High School program.
- B. Operations Report – Directors commented on photos included in the report.
- C. Fire Marshal & Training Report – No questions on this report.
- D. Battalion Chief’s Report – No questions on this report.
- E. Member Outreach Report – President Reeves asked how many volunteer recruits we currently have. Altogether, we have 22 volunteers at various stages in training.
- F. Finance Report – Director Sorenson asked about the purchase of the cab/chassis for the new utility. Director Sorenson asked for an update on the audit. FA Heath also said we have one accounting firm interested in presenting a proposal for audit services.

VII. Old Business

- A. Lexipol Policy Updates -None at this meeting.

VIII. Committee Reports

- A. Management Team – This committee met prior to this meeting. The station renovation was discussed. The District will need to know the latest date for filing if we want to have a bond measure on the November 2024 ballot.
- B. Long Range Planning Committee – Chief Pricher said this committee is waiting for the architect to come back with numbers. The contract for this work was recently signed. The architects will work with a team that will cost out the proposed renovation, even if the work is completed in stages.
- C. Awards & Incentives – Discussion surrounding LOSAP incentives, and committee members that need to be gathered. Director Kriek asked if he and Member Outreach Oberbarnscheidt could meet to discuss the goals and needs of this committee. Chief Pricher asked Director Kriek to schedule a meeting with MO Oberbarnscheidt and himself before the end of the month.

IX. Miscellaneous – No miscellaneous items.

X. New Business

- a. Appoint Budget Officer – Director Sorenson moved to appoint Chief Pricher as Budget Officer for the 2024-25 Budget. Director Graham seconded.
Motion passed unanimously.
- b. Approve Budget Calendar – Director Graham moved to approve the 2024-25 Budget Calendar. Director Sorenson seconded.
Motion passed unanimously.
- c. Appoint Budget Committee Member – Director Sorenson moved to appoint David Grant to Position 7 for a 3-year term. Director Graham seconded.
Motion passed unanimously.
- d. Purchase Proposal (Replacement of two light apparatus)
Chief Pricher discussed the not-to-exceed amount of \$200,000 (\$100,000 each) to purchase two new apparatus - a squad and a command rig. Directors asked questions about the make, model, components, and utilization plans for each apparatus.
Director Graham moved to approve the purchase not-to-exceed \$200,000 for the apparatus. Director Kriek seconded.
Motion passed unanimously.
- e. Major Budget Item Discussion – HVAC systems will be discussed as part of the FY24-25 budget. This was put on hold due to building renovation plans and not knowing which units would be necessary given a possible renovation.

XI. Communications - Chief Pricher shared a video of the new water tender in progress.

XII. Good of the Order- SDAO mandatory public meetings training is required for every member of a governing body of a public body. Watch for updates from SDAO on trainings approved by Oregon Government Ethics Commission.

XIII. Adjourn – meeting adjourned at 8:22 pm.

Mark A. Gift – Board Secretary-Treasurer

Date

Submitted by Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
		EMS Receipts		\$75,767.36
		Fire Marshal		\$138.11
		FireMed		\$1,475.50
		Miscellaneous Revenue		\$7,928.01
		Property Taxes		\$33,574.67
Total for 1. GENERAL FUND REVENUES				\$118,883.65
Total for Income				\$118,883.65
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
01/05/2024	Expense	Benefit Help Solutions(FSA)	Flex Savings Reimbursement	300.00
01/11/2024	Bill	Standard Insurance	Life, LTD, AD&D	1,660.10
01/11/2024	Bill	S.D.I.S.	January Health Insurance	32,581.57
01/17/2024	Expense	Benefit Help Solutions(FSA)	Flex Savings Monthly Fee	125.00
01/30/2024	Bill	HRA VEBA Trust	ER Contributions Jan	11,255.73
01/30/2024	Expense	Paychex Payroll	Flex spd-cash out	10,067.10
01/30/2024	Expense	Paychex - tax	OR ER Work Benefit	56.93
01/30/2024	Bill	Colonial Life	Accident/Cancer policy for volunteers	821.70
Total for 550 Insurance				\$56,868.13
560 Personnel Salaries				
01/11/2024	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
01/11/2024	Bill	Standard Insurance	Short Term Disability	79.32
01/11/2024	Bill	S.D.I.S.	Sect. 125 Insurance	2,476.40
01/11/2024	Bill	Transamerica Life Ins. Co.	Life Ins - Gandara	123.23
01/12/2024	Expense	P.E.R.S.	EE PERS IAP Contrib.	13,922.91
01/30/2024	Bill	Principal Financial Group	Employee Insurance- DuBois	42.41
01/30/2024	Expense	Paychex Payroll	Deferred Compensation	8,904.64
01/30/2024	Expense	Paychex Payroll	FLSA-OT	10,535.06
01/30/2024	Bill	Tualatin Valley Fire Fighters Union	Jan. Union dues	2,841.10
01/30/2024	Bill	Transamerica Life Ins. Co.	Life Ins - Ahlers	93.81
01/30/2024	Bill	Inroads Credit Union	Jan. food fund	990.00
01/30/2024	Bill	HRA VEBA Trust	EE Contributions Jan	3,012.00
01/30/2024	Bill	Principal Financial Group	Employee Insurance- Heuer	109.99
01/30/2024	Expense	Paychex Payroll	Incentives	2,132.46
01/30/2024	Expense	Paychex Payroll	Longevity	1,192.56
01/30/2024	Expense	Paychex Payroll	Phone pay	50.00
01/30/2024	Expense	Paychex Payroll	ShiftDf-Acting Lt. Pay	65.23
01/30/2024	Expense	Paychex Payroll	OT	15,165.89
01/30/2024	Expense	Paychex Payroll	Balance of Net Pay	101,808.57
01/30/2024	Expense	Paychex - tax	EE Payroll Tax WH	60,286.47
01/30/2024	Expense	Paychex Check	Contract payment	805.00
01/31/2024	Expense	Voya - Oregon Savings Growth Plan	Jan. OSGP Contributions	22,955.12

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 560 Personnel Salaries				\$247,729.07
570 SocSec/Medicare(FICA)				
01/30/2024	Expense	Paychex - tax	ER Payroll Taxes	19,487.14
Total for 570 SocSec/Medicare(FICA)				\$19,487.14
580 Volunteer Services				
01/11/2024	Bill	Greenup, Cade	Jan - June . cell phone use	204.00
01/11/2024	Bill	Corporate Security Services, Inc.	Background check Oxford	279.50
01/11/2024	Bill	Greisen, Michael S.	Jan. - June cell phone use	204.00
01/30/2024	Bill	Corporate Security Services, Inc.	Background check Rampley	208.50
01/30/2024	Bill	Oregon Volunteer Firefighters Assoc.	2024 Membership dues	135.00
Total for 580 Volunteer Services				\$1,031.00
590 Personnel Benefits				
01/12/2024	Expense	P.E.R.S.	ER PERS Pension Contrib.	66,148.51
01/30/2024	Bill	Occupational Safety, Health & Wellness	11/23 & 12/23 Vaccination Clinic	4,759.84
Total for 590 Personnel Benefits				\$70,908.35
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$396,023.69
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
01/11/2024	Bill	Merina+Co	Accounting Assistance	75.00
Total for 670 Contract Services				\$75.00
680 Communications Maintenance				
01/09/2024	Expense	H6 Tactical - WWW.Homelandsix.com	Radio straps	933.70
Total for 680 Communications Maintenance				\$933.70
720 Public Fire Services				
01/15/2024	Expense	International Assoc. of Arson Investigati	Membership Pricher	73.00
01/17/2024	Expense	Amazon	Chimney brush	22.95
01/22/2024	Expense	International Assoc. of Arson Investigati	ITC Conference - Bautista	853.00
01/25/2024	Expense	Amazon	Panasonic Lithium 3V batteries	49.01
01/25/2024	Expense	Amazon	4 camera bags	95.96
01/30/2024	Bill	Miller, Adam	IAAI membership dues reimbursement	103.00
Total for 720 Public Fire Services				\$1,196.92
730 Property & Liability Insur.				
01/11/2024	Bill	S.D.I.S.	2024 Prop. & Liability Premium	78,169.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 730 Property & Liability Insur.				\$78,169.00
740 Uniforms				
01/09/2024	Expense	PatchPanel	First Responders Patch	20.00
01/09/2024	Expense	PatchPanel	First Responders Patch	1.50
01/12/2024	Expense	Amazon	Duty pants repair materials	33.94
01/12/2024	Expense	Amazon	Duty pants repair materials	6.99
01/30/2024	Bill	Beyond Uniforms & Apparel	40 Flex-fit hats	843.25
01/30/2024	Bill	Beyond Uniforms & Apparel	Polo shirts & pants Comm Para/ERT	770.40
01/30/2024	Bill	Beyond Uniforms & Apparel	Uniform items	770.40
Total for 740 Uniforms				\$2,446.48
750 Maintenance on Equipment				
01/11/2024	Bill	Ace Hardware - Scappoose	Replacement Straps Co. Shelter Trailer	35.17
01/11/2024	Bill	Pro Automotive & Diesel	2015 Diesel Diag. & oil change (labor)	510.00
01/11/2024	Bill	MYR & Commercial Marine Power Systems LLC	oil, filters, install transducer, impellers	2,902.41
01/11/2024	Bill	Pro Automotive & Diesel	2015 Diesel Diag. & oil change (parts)	20.00
01/11/2024	Bill	Pro Automotive & Diesel	HazMat charges	5.30
01/11/2024	Bill	Ace Hardware - Scappoose	Garment hooks, hardware, filters	77.84
01/11/2024	Bill	Ace Hardware - Scappoose	Previous balance	64.61
01/11/2024	Expense	BiMart	Ratchet	17.99
01/11/2024	Expense	Ace Hardware - Scappoose	Replacement parts for shelter trailer	40.98
01/11/2024	Expense	Amazon	Cable Tire Traction Chains	269.97
01/11/2024	Bill	Wilcox & Flegel	Unleaded fuel - 250 gal @ \$2.84	806.66
01/11/2024	Bill	Wilcox & Flegel	Bio Diesel - 351 gal @ \$3.03	1,066.95
01/11/2024	Expense	Nelson Truck Equipment	Hydraulic Fluid, seal kit	139.03
01/11/2024	Expense	Home Depot	Containers for shelter trailer	32.94
01/11/2024	Bill	Krieck, Justin	DEF purchase	28.79
01/12/2024	Expense	Amazon	Honda OEM Engine Stop Switch	9.98
01/17/2024	Expense	Kinnear Specialties	Snow plow seal kit lift cylinder	570.00
01/17/2024	Expense	Nelson Truck Equipment	Snow plow fluid	55.35
01/23/2024	Expense	Amazon	6 Blade Fuse Block Dual 12	294.00
01/30/2024	Vendor Credit	Wilcox & Flegel	Tax adjustment	-119.45
01/30/2024	Bill	Wilcox & Flegel	400 gal Bio Diesel @ \$2.81880	1,130.28
01/30/2024	Bill	Pro Automotive & Diesel	1996 GMC rebuild snowplow pump (labor)	1,050.00
01/30/2024	Bill	Pro Automotive & Diesel	1996 GMC rebuild snowplow pump (parts)	10.00
01/30/2024	Bill	Sunset Auto Parts	Deicer, ice scraper	57.45
01/30/2024	Bill	Sunset Auto Parts	Pin clip	20.98
01/30/2024	Bill	Pro Automotive & Diesel	2 Quick fit chains	390.00
01/30/2024	Bill	Wilcox & Flegel	Unleaded fuel - 200 gal @ \$2.65	119.45
01/30/2024	Bill	Wilcox & Flegel	Unleaded fuel - 200 gal @ \$2.65	491.87
01/30/2024	Bill	Pro Automotive & Diesel	ABS Wheel Speed Sensor (parts)	101.14
01/30/2024	Bill	Pro Automotive & Diesel	ABS Wheel Speed Sensor (labor)	292.50
01/30/2024	Bill	Pro Automotive & Diesel	Quick fit chains, UTV Chains	861.13
01/30/2024	Bill	Sunset Auto Parts	Tire repair patch	6.49

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 750 Maintenance on Equipment				\$11,359.81
760 Administration				
01/04/2024	Expense	Fred Meyer	Swearing In Ceremony Refreshments	142.34
01/11/2024	Bill	252-OF230008803	Insurance pymt reimbursement	250.00
01/11/2024	Bill	Local Government Law Group	Personnel matter	135.00
01/11/2024	Bill	Aetna Life Insurance Co	Insurance pymt reimbursement	615.02
01/11/2024	Bill	Grove Mueller & Swank PC	Interim Audit fees 2023	2,500.00
01/11/2024	Bill	Pacific Office Automation, Inc.	B/W Copies Dec.	57.98
01/11/2024	Bill	Local Government Law Group	Review communication	135.00
01/11/2024	Bill	U.S. Postal Service	Post Office Box Rent 2024	332.00
01/11/2024	Bill	252-OF230006256	Insurance pymt reimbursement	825.83
01/11/2024	Bill	252-OF230008368	Insurance pymt reimbursement	250.00
01/17/2024	Expense	Fultano's Pizza	crew dinner	130.95
01/17/2024	Expense	US Bank	Analysis Service Charge	16.95
01/22/2024	Expense	Amazon	Sticky note pads	7.99
01/25/2024	Expense	Oregon Dept. of Revenue	Vehicle Use Tax Service Fee	8.95
01/25/2024	Expense	Oregon Dept. of Revenue	Vehicle Use Tax	372.75
01/30/2024	Bill	Inroads Credit Union	Food fund add'l	100.00
01/30/2024	Bill	Marks, Joshua	Reimburse 2006 Jeep registration fee	101.00
01/30/2024	Bill	Daily Journal of Commerce	Audit RFP	128.26
01/30/2024	Bill	Aetna Insurance	Insurance Refund	1,703.15
01/30/2024	Bill	OFDDA/OFCA Joint Conference	OFDDA Membership Dues 2024	1,500.00
01/30/2024	Bill	DocuMart Printing & Copying	Bautista business cards	63.11
01/30/2024	Bill	Oregon Fire Service Museum	annual membership - 2024	135.00
01/31/2024	Expense	Paychex Invoice	payroll processing invoice & W2 prep	594.70
Total for 760 Administration				\$10,105.98
765 Information Technology				
01/03/2024	Expense	JAMF Software, LLC	monthly subscription	196.00
01/05/2024	Expense	Enterprises Software Solutions	Adobe Acrobat Program	479.99
01/08/2024	Expense	Wix.Com	Website fee	47.88
01/08/2024	Expense	Trusted Tech Team	Adobe Acrobat Pro	349.99
01/11/2024	Bill	Centerlogic, Inc.	3.5 hrs @ \$115	402.50
01/11/2024	Bill	Kleinberg Tech	December Report	210.00
01/11/2024	Bill	Comcast Business	Main station IT Dec.	256.85
01/11/2024	Bill	Centerlogic, Inc.	Monthly Billing for January	1,711.50
01/18/2024	Expense	Apple Inc.	monthly storage	9.99
01/19/2024	Expense	CenturyLink	Holbrook modem	75.00
01/19/2024	Expense	CenturyLink	Main Station back-up	60.00
01/23/2024	Expense	Intuit Quickbooks	QB Online monthly fee	90.00
01/25/2024	Expense	Adobe	Adobe program	99.99
01/30/2024	Bill	Verizon Wireless	Machine to machine	15.74
01/30/2024	Bill	Verizon Wireless	Phones, ipads	568.90
01/30/2024	Bill	ImageTrend	Annual Recurring Fees	8,400.17
01/30/2024	Bill	CenturyLink	Chapman Internet	84.62
01/30/2024	Bill	AT&T Mobility	Jan. charges - phones, iPads	688.31
01/30/2024	Bill	Tualatin Valley Fire & Rescue	ReGIS annual subscription	1,118.06
01/30/2024	Bill	DroneSense	Class 2 & T UAS license, video sharing	6,925.00
01/30/2024	Bill	City of Portland - Bureau of Tech Services	800 MHZ access Jan.	166.71

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 765 Information Technology				\$21,957.20
770 Cleaning Materials & Supplies				
01/02/2024	Expense	Amazon	Paper products	87.09
01/04/2024	Expense	Amazon	Paper products	73.58
01/08/2024	Expense	Amazon	HEPA Filters	28.99
01/08/2024	Expense	Amazon	Heavy duty caster wheels	29.99
01/11/2024	Bill	Ace Hardware - Scappoose	Bleach sprayer, simple green, basket strainer	87.94
01/22/2024	Expense	Amazon	Paper products	87.09
01/22/2024	Expense	Amazon	Laundry Detergent	19.96
01/23/2024	Expense	Amazon	Cleaning materials	14.16
Total for 770 Cleaning Materials & Supplies				\$428.80
775 Emerg. Operating Supplies				
01/11/2024	Bill	L.N. Curtis and Sons	SCBA Harness	243.00
01/17/2024	Expense	FAADroneZone	UAS Registration	10.00
01/19/2024	Expense	Mystery Ranch Ltd	20 wildland radio pouches	1,415.00
01/30/2024	Bill	Ace Hardware - Scappoose	Utility knives, rotary tool, paint markers	99.53
01/30/2024	Bill	Ace Hardware - Scappoose	2 stroke oil mix & fuel stabilizer	29.48
Total for 775 Emerg. Operating Supplies				\$1,797.01
780 Building & Grounds Maint.				
01/03/2024	Expense	Amazon	Rechargeable batteries & charger	149.75
01/05/2024	Expense	Dahlgrens Do It Best	All purpose gravel	7.49
01/08/2024	Expense	Amazon	HP laptop battery	26.99
01/10/2024	Expense	Amazon	No Parking Signs	42.99
01/11/2024	Bill	Mark's Custom Exteriors	County bldg permit fees	770.92
01/11/2024	Bill	Paramount Pest Control Inc.	Chapman Pest Control	110.00
01/11/2024	Bill	Paramount Pest Control Inc.	Main Station Pest Control	89.00
01/11/2024	Bill	Dahlgrens Do It Best	Plywood for bay floor	677.70
01/12/2024	Expense	iFit	Treadmill maintenance	396.00
01/12/2024	Expense	Dahlgrens Do It Best	Plywood for bay floors	677.70
01/30/2024	Bill	Systems Management Northwest	maintain Co-Ray Vac heating system	1,167.71
01/30/2024	Bill	SME Solutions LLC	Mileage & Misc. Diesel pump repair	103.25
01/30/2024	Bill	SME Solutions LLC	Labor Diesel pump repair	385.00
01/30/2024	Bill	SME Solutions LLC	Travel Diesel pump repair	220.00
01/30/2024	Bill	Ace Hardware - Scappoose	6 Ice Melt	156.94
Total for 780 Building & Grounds Maint.				\$4,981.44
790 Training				
01/08/2024	Expense	D.P.S.S.T.	Fingerprint fee Greisen	46.25
01/10/2024	Expense	Mobile Health Consultants	Comm Para Training	2,599.00
01/11/2024	Bill	Bernier, Kyle	OIT Winter Reimbursement	5,430.20
01/11/2024	Bill	U Line	Placards for HazMat Training	155.65
01/18/2024	Expense	MHEC, Inc.	Escaping Violence Class	29.98
01/23/2024	Expense	PWW Advisory Group	ABC 360	1,375.00
01/24/2024	Expense	Alaska Airlines	Training airfare - Marks	286.20
01/24/2024	Expense	Allianz Travel Insurance	ABC 360 travel insurance	21.88
01/30/2024	Bill	Crays, Raisa	Fund. FF skills Hazardous Bk.	67.50

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 790 Training				\$10,011.66
810 Utilities				
01/11/2024	Bill	P.G.E.	Cleetwood	197.73
01/11/2024	Bill	Comcast	Xfinity - Acct 0162514	29.81
01/11/2024	Bill	CRPUD	Dec. boathouse electricity	96.84
01/11/2024	Bill	CRPUD	Dec. main station electricity	854.59
01/11/2024	Bill	Waste Management of Oregon, Inc.	Dec. garbage/recycling	140.18
01/11/2024	Bill	Graybar Financial Services	Voip phones - December	299.25
01/30/2024	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	523.18
01/30/2024	Bill	CRPUD	Jan. boathouse electricity	157.46
01/30/2024	Bill	City of Scappoose	Water & Sewer charges	576.57
01/30/2024	Bill	City of Scappoose	Base water meter charge	40.29
01/30/2024	Bill	CenturyLink	Chapman Phone	61.89
01/30/2024	Bill	CRPUD	Jan. main station electricity	896.57
01/30/2024	Bill	CenturyLink	Main Station Fax	61.40
01/30/2024	Expense	W.O.E.C.	Acct 13045001 - Jan. billing	242.07
Total for 810 Utilities				\$4,177.83
870 EMS Operations				
01/11/2024	Bill	Life-Assist, Inc.	EMS supplies	1,132.27
01/11/2024	Bill	Life-Assist, Inc.	EMS medications	266.79
01/11/2024	Bill	Systems Design West (SDW)	110 EMS Billing for Dec @ \$23.50	2,688.62
01/11/2024	Bill	Airgas - USA, LLC	Standard Invoice	417.68
01/11/2024	Bill	Airgas - USA, LLC	Cylinder Rental	85.09
01/11/2024	Bill	EMS Technology Solutions, LLC	Inventory/Asset Mngmt @ 5	150.00
01/11/2024	Bill	EMS Technology Solutions, LLC	Inventory/Asses Mngmt @ 1	35.00
01/11/2024	Bill	EMS Technology Solutions, LLC	Fleet Mngmt Licenses @ 24	120.00
01/11/2024	Bill	Jenna Wiley, MD	Physician advisor - Jan.	666.00
01/11/2024	Bill	Airgas - USA, LLC	Standard Invoice	184.06
01/30/2024	Bill	Life-Assist, Inc.	EMS Medications	561.23
01/30/2024	Bill	Life-Assist, Inc.	EMS Supplies	807.01
01/30/2024	Bill	Life-Assist, Inc.	EMS Supplies	26.85
01/30/2024	Bill	Life-Assist, Inc.	EMS Supplies	86.40
01/30/2024	Bill	Life-Assist, Inc.	EMS Medications	4.00
01/30/2024	Bill	Life-Assist, Inc.	EMS Medications	102.71
01/30/2024	Bill	Airgas - USA, LLC	Standard Invoice	248.25
01/30/2024	Bill	Airgas - USA, LLC	Standard Invoice	247.36
01/30/2024	Bill	Airgas - USA, LLC	Standard Invoice	337.22
01/30/2024	Bill	Life-Assist, Inc.	EMS Medications	182.00
01/30/2024	Bill	Life-Assist, Inc.	EMS Medications	173.34
01/30/2024	Bill	Life-Assist, Inc.	EMS Supplies	550.00
01/30/2024	Bill	Life-Assist, Inc.	EMS Supplies	4.46
Total for 870 EMS Operations				\$9,076.34
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$156,717.17
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment				
01/12/2024	Expense	NordicTrack	Treadmill	4,417.99
01/23/2024	Bill	Rose's Equipment & Supply	Refrigerator	7,211.00
Total for 910 CO Equipment				\$11,628.99
Total for 1.3 GENERAL FUND CAPITL OUTLAY				\$11,628.99
Total for 1...				\$564,369.85

Scappoose Rural Fire Protection District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1..GENERAL FUND EXPENDITURES				\$564,369.85
2. GRANT FUND EXPENSE				
2.3 MATERIALS & SERVICES				
01/08/2024	Expense	Michaels	Misc. lesson supplies	135.37
01/09/2024	Expense	Fred Meyer	Misc. lesson supplies	38.48
01/11/2024	Bill	Adorama	Autel EVO II V3 Pro	3,149.00
01/11/2024	Bill	Adorama	Autel EVO MAX 4T	7,199.99
01/15/2024	Expense	Autel Robotics	Autel Robotics Care EVO II Pro	389.00
01/22/2024	Expense	AGISOFT	Software for SHS Program	1,098.00
01/22/2024	Expense	ESRI	Arc GIS Online subscription	765.00
01/30/2024	Bill	Ace Hardware - Scappoose	Lesson supplies	7.38
01/30/2024	Bill	Ace Hardware - Scappoose	Lesson supplies	4.59
Total for 2.3 MATERIALS & SERVICES				\$12,786.81
Total for 2. GRANT FUND EXPENSE				\$12,786.81
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment				
01/11/2024	Expense	Montway Auto Transport	Transport fees for F550	2,529.00
Total for Fire Apparatus & Equipment				\$2,529.00
Total for 3. PROPERTY FUND CAPITAL OUTLAY				\$2,529.00
Unapplied Cash Bill Payment Expense				
01/30/2024	Bill	US Bank	Dec. CC charges	-22,343.63
01/30/2024	Bill	US Bank	1-25-24	3,572.15
01/30/2024	Bill	US Bank	1-25-24	1,899.86
01/30/2024	Bill	US Bank	1-25-24	4,963.99
01/30/2024	Bill	US Bank	1-25-24	6,952.70
01/30/2024	Bill	US Bank	1-25-24	4,954.93
Total for Unapplied Cash Bill Payment Expense				\$0.00
Total for Expenses				\$579,685.66
Net Income				\$ -460,802.01

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
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	2,854,986.12	2,787,811.00	67,175.12	102.41 %
Conflagration	139,267.66	30,000.00	109,267.66	464.23 %
EMS Receipts	529,171.48	720,000.00	-190,828.52	73.50 %
Fire Marshal	2,236.52	1,000.00	1,236.52	223.65 %
FireMed	15,215.00	20,000.00	-4,785.00	76.08 %
G.E.M.T. (Medicaid)	90,943.83	125,000.00	-34,056.17	72.76 %
Gas Royalties		1,000.00	-1,000.00	
Grant Awards	143,797.11	169,000.00	-25,202.89	85.09 %
Interest Earned on Investments	65,995.50	50,000.00	15,995.50	131.99 %
Miscellaneous Revenue	26,671.05	20,000.00	6,671.05	133.36 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,989,272.18	2,843,637.00	145,635.18	105.12 %
Permanent Rate Levy	1,588,972.57	1,592,580.00	-3,607.43	99.77 %
Total Taxes - Current	4,578,244.75	4,436,217.00	142,027.75	103.20 %
Taxes - Prior Years	106,188.52	105,000.00	1,188.52	101.13 %
Total Property Taxes	4,684,433.27	4,541,217.00	143,216.27	103.15 %
Total 1. GENERAL FUND REVENUES	8,552,717.54	8,465,028.00	87,689.54	101.04 %
2. GRANT FUND REVENUE				
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 %
Total 2. GRANT FUND REVENUE	53,517.66	403,866.00	-350,348.34	13.25 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	413,783.30	460,367.00	-46,583.70	89.88 %
Grant Income	33,535.00	398,000.00	-364,465.00	8.43 %
Interest Earned on Investments	6,710.59	4,000.00	2,710.59	167.76 %
Transfers In		584,969.00	-584,969.00	
Total 3. PROPERTY FUND REVENUES	454,028.89	1,447,336.00	-993,307.11	31.37 %
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	206,959.49	204,412.00	2,547.49	101.25 %
Interest Earned on Investments	4,492.98	3,000.00	1,492.98	149.77 %
Total 4. PERSONNEL SVCS FUND REVEN	211,452.47	207,412.00	4,040.47	101.95 %
Total Income	\$9,271,716.56	\$10,523,642.00	\$ -1,251,925.44	88.10 %
GROSS PROFIT	\$9,271,716.56	\$10,523,642.00	\$ -1,251,925.44	88.10 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	376,981.01	814,258.00	-437,276.99	46.30 %
560 Personnel Salaries	1,734,618.71	3,206,660.00	-1,472,041.29	54.09 %

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)	132,915.19	254,986.00	-122,070.81	52.13 %
580 Volunteer Services	3,077.87	20,000.00	-16,922.13	15.39 %
590 Personnel Benefits	490,956.46	1,047,055.00	-556,098.54	46.89 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	2,738,549.24	5,342,959.00	-2,604,409.76	51.26 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	77,962.19	55,000.00	22,962.19	141.75 %
680 Communications Maintenance	2,658.53	6,100.00	-3,441.47	43.58 %
720 Public Fire Services	6,499.59	15,000.00	-8,500.41	43.33 %
730 Property & Liability Insur.	78,281.00	80,000.00	-1,719.00	97.85 %
740 Uniforms	7,738.03	20,000.00	-12,261.97	38.69 %
750 Maintenance on Equipment	100,197.10	140,000.00	-39,802.90	71.57 %
760 Administration	52,293.98	60,000.00	-7,706.02	87.16 %
765 Information Technology	81,577.38	115,000.00	-33,422.62	70.94 %
770 Cleaning Materials & Supplies	2,023.68	5,500.00	-3,476.32	36.79 %
775 Emerg. Operating Supplies	38,488.58	100,000.00	-61,511.42	38.49 %
780 Building & Grounds Maint.	39,974.36	82,000.00	-42,025.64	48.75 %
790 Training	36,792.48	132,345.00	-95,552.52	27.80 %
810 Utilities	19,115.20	45,000.00	-25,884.80	42.48 %
870 EMS Operations	68,423.23	117,500.00	-49,076.77	58.23 %
Total 1.2 GENERAL FUND MATERIAL & SVC	612,025.33	973,445.00	-361,419.67	62.87 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	11,628.99	100,000.00	-88,371.01	11.63 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	11,628.99	100,000.00	-88,371.01	11.63 %
1.4 GENERAL FUND DEBT				
930 Debt Service Interest	2,168.44	2,170.00	-1.56	99.93 %
930 Debt Service Principal	61,484.28	61,485.00	-0.72	100.00 %
Total 1.4 GENERAL FUND DEBT	63,652.72	63,655.00	-2.28	100.00 %
Total 1...	3,425,856.28	6,480,059.00	-3,054,202.72	52.87 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		584,969.00	-584,969.00	
Total 1.5 GENERAL FUND TRANSFER OUT		584,969.00	-584,969.00	
1.6 GENERAL FUND CONTINGENCY				
1.7 GENERAL RESERVED FOR FUTURE				
Total 1..GENERAL FUND EXPENDITURES	3,425,856.28	8,465,028.00	-5,039,171.72	40.47 %
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS		125,000.00	-125,000.00	
2.3 MATERIALS & SERVICES	25,367.28	231,516.00	-206,148.72	10.96 %
2.4 CAPITAL OUTLAY	40,358.90	47,350.00	-6,991.10	85.24 %
Total 2. GRANT FUND EXPENSE	65,726.18	403,866.00	-338,139.82	16.27 %
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment	408,740.00	1,439,240.00	-1,030,500.00	28.40 %
Miscellaneous Real Property		7,096.00	-7,096.00	

Scappoose Rural Fire Protection District

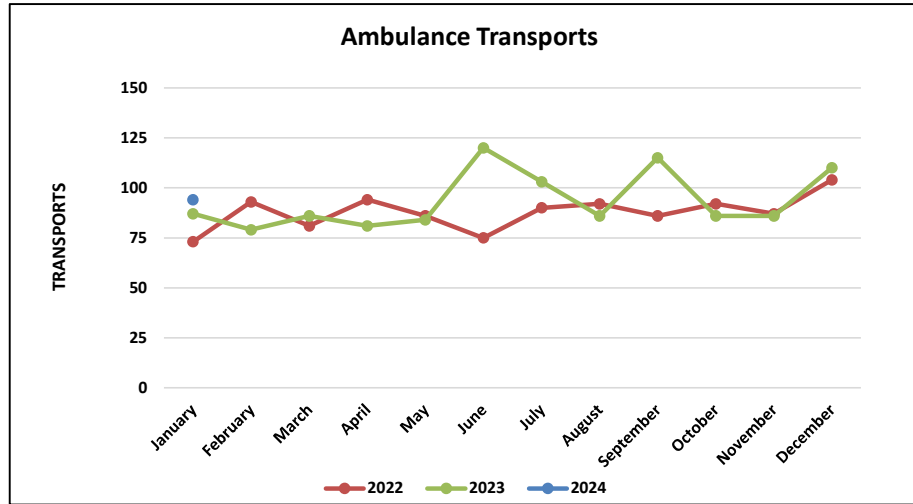
Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

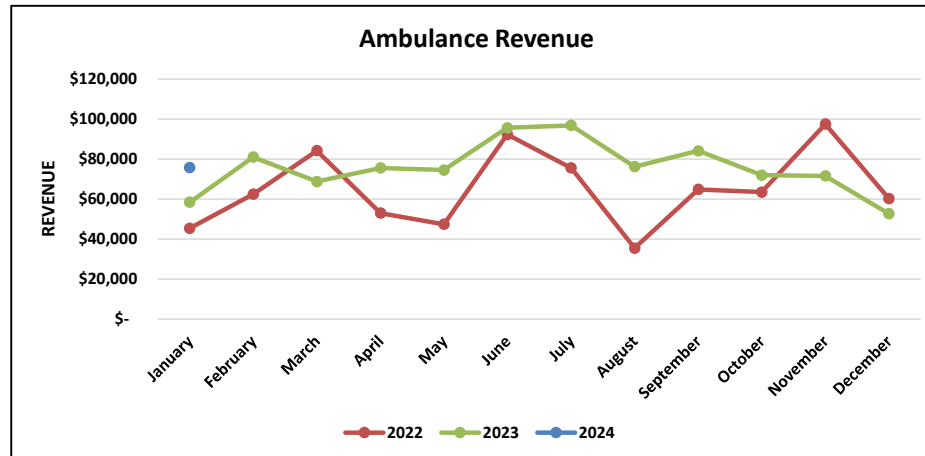
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Reserved for Future Expenses		1,000.00	-1,000.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY	408,740.00	1,447,336.00	-1,038,596.00	28.24 %
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service		202,412.00	-202,412.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
Total 4. PERSONNEL SVC FUND EXPENSE		207,412.00	-207,412.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$3,900,322.46	\$10,523,642.00	\$ -6,623,319.54	37.06 %
NET OPERATING INCOME	\$5,371,394.10	\$0.00	\$5,371,394.10	0.00%
NET INCOME	\$5,371,394.10	\$0.00	\$5,371,394.10	0.00%

**AMBULANCE BILLING
&
TRANSPORT REPORT**

Month	2022	2023	2024
January	73	87	94
February	93	79	
March	81	86	
April	94	81	
May	86	84	
June	75	120	
July	90	103	
August	92	86	
September	86	115	
October	92	86	
November	87	86	
December	104	110	



Month	2022	2023	2024
January	\$ 45,385	\$ 58,387	\$ 75,767
February	\$ 62,509	\$ 81,019	
March	\$ 84,303	\$ 68,763	
April	\$ 52,956	\$ 75,599	
May	\$ 47,415	\$ 74,577	
June	\$ 92,324	\$ 95,639	
July	\$ 75,581	\$ 96,872	
August	\$ 35,455	\$ 76,175	
September	\$ 64,803	\$ 84,125	
October	\$ 63,485	\$ 71,943	
November	\$ 97,509	\$ 71,590	
December	\$ 60,188	\$ 52,699	



RESPONSE ACTIVITY REPORT

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



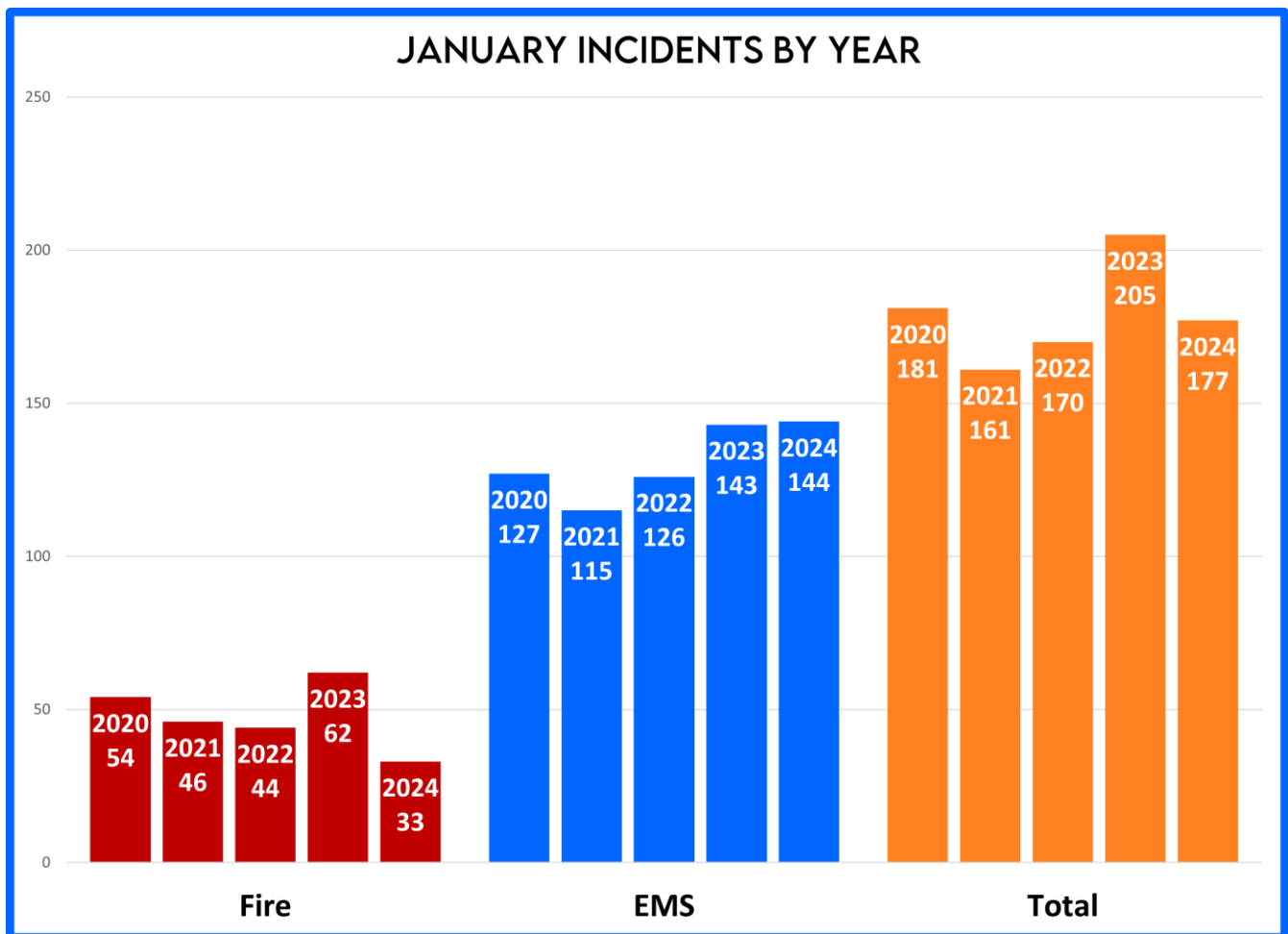
JANUARY 2024

OPERATIONS

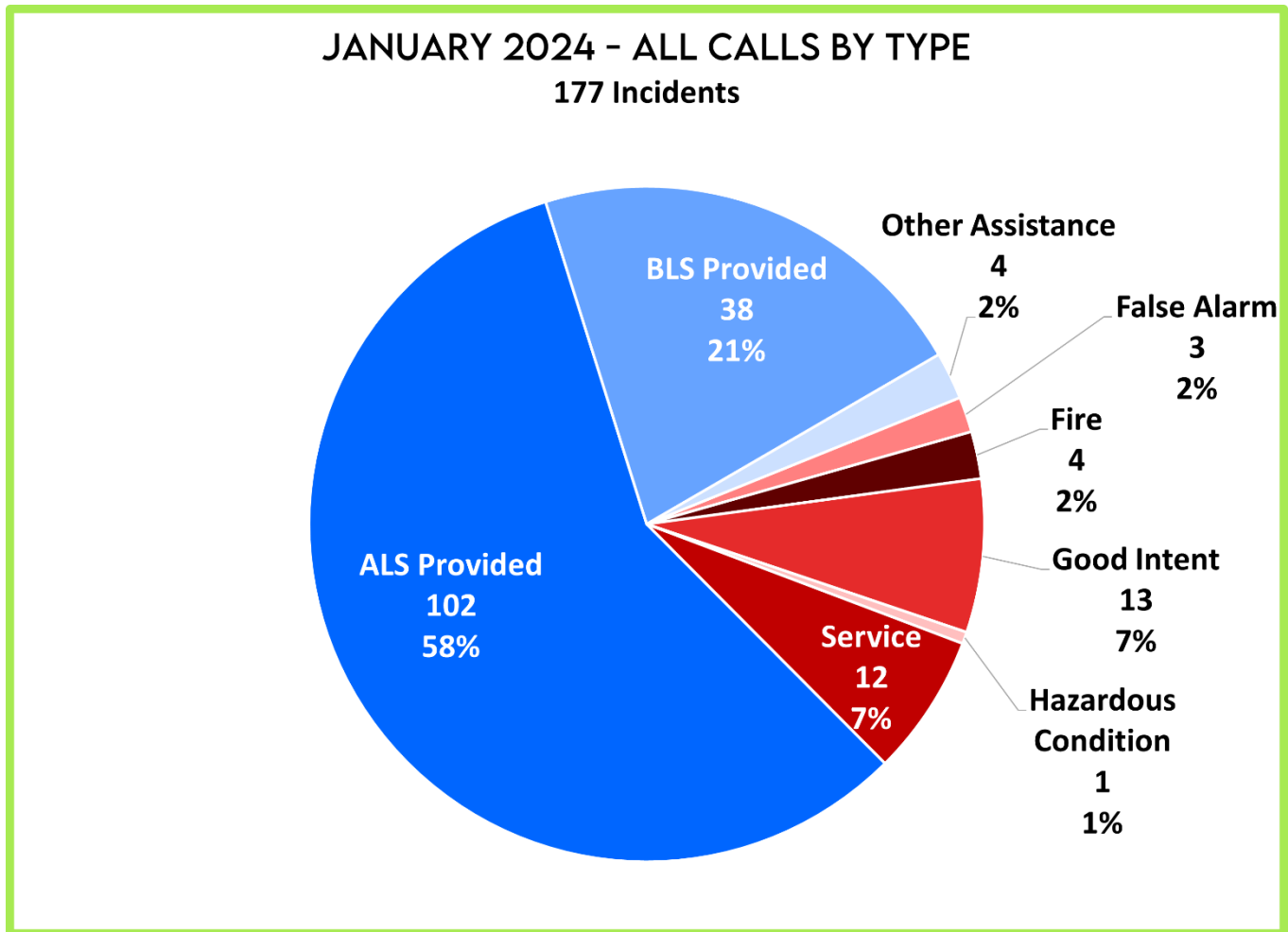
For the month of January, Scappoose Rural Fire Protection District responded to a total of 177 calls for service. There was a total of 370 apparatus responses spending 240 hours and 53 minutes of time. EMS incidents accounted for 81% of the call volume, while Fire incidents were 19%. There were 144 EMS related calls for the month, including a total of 150 patients treated, with 94 of those transported to area hospitals. COVID-19 was suspected or confirmed in 2 patients.

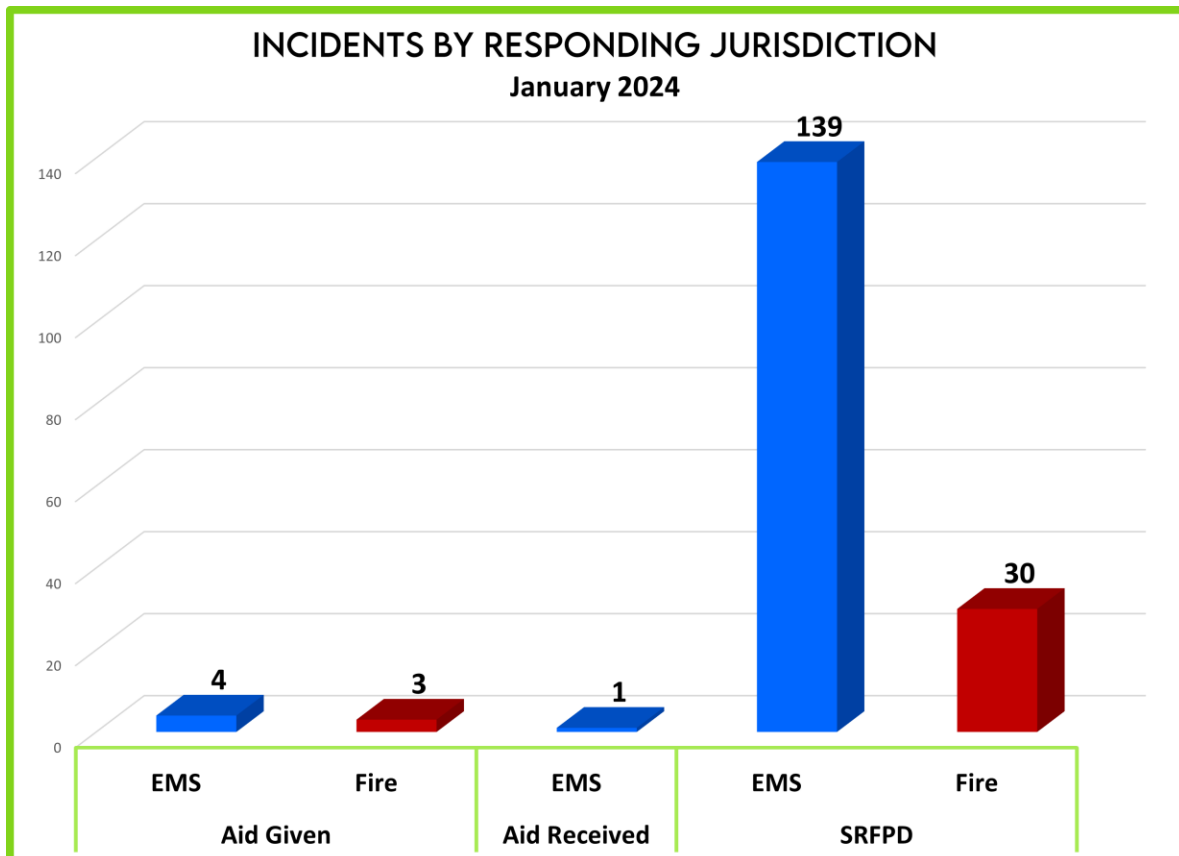
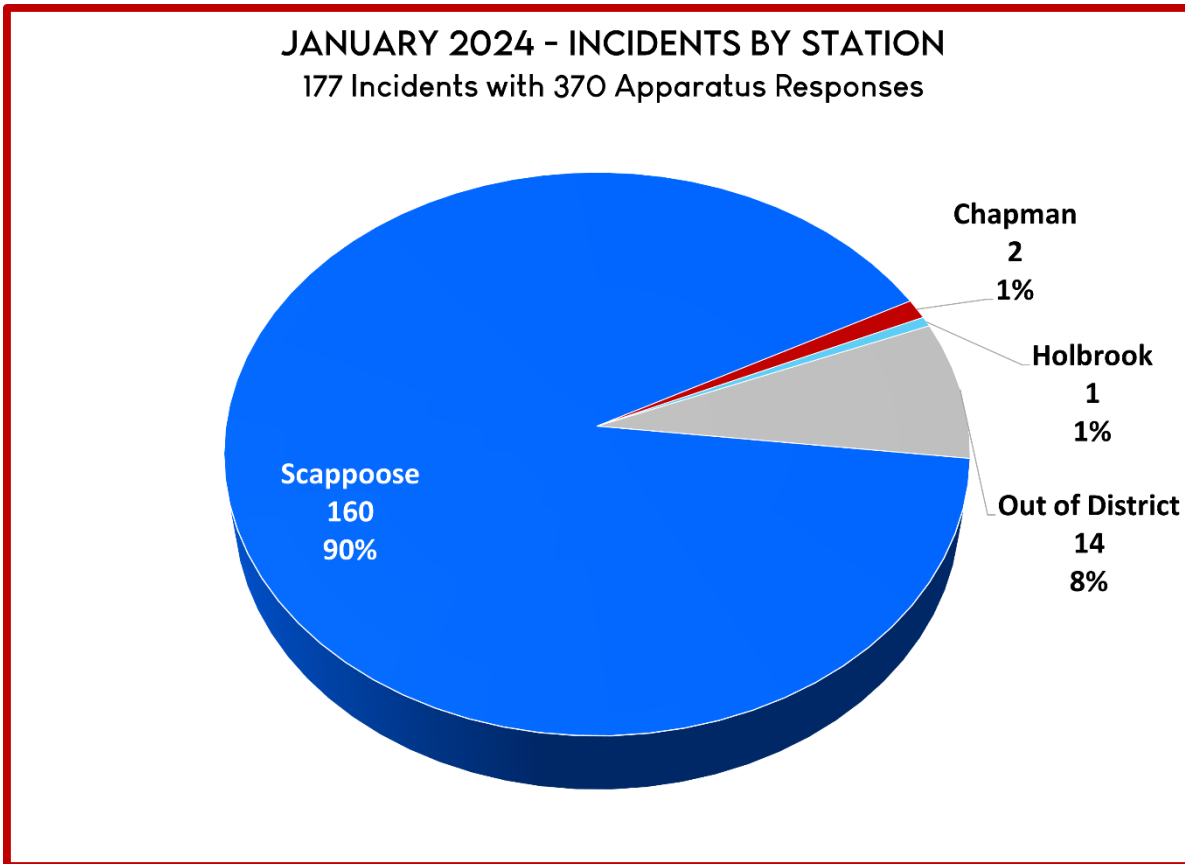
Approximately 43% of the calls for service (76 incidents) represent overlapping calls (at least one other call in progress). Approximately 22% (8 incidents) of the of the 37 incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There were no incidents where unit(s) were 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.

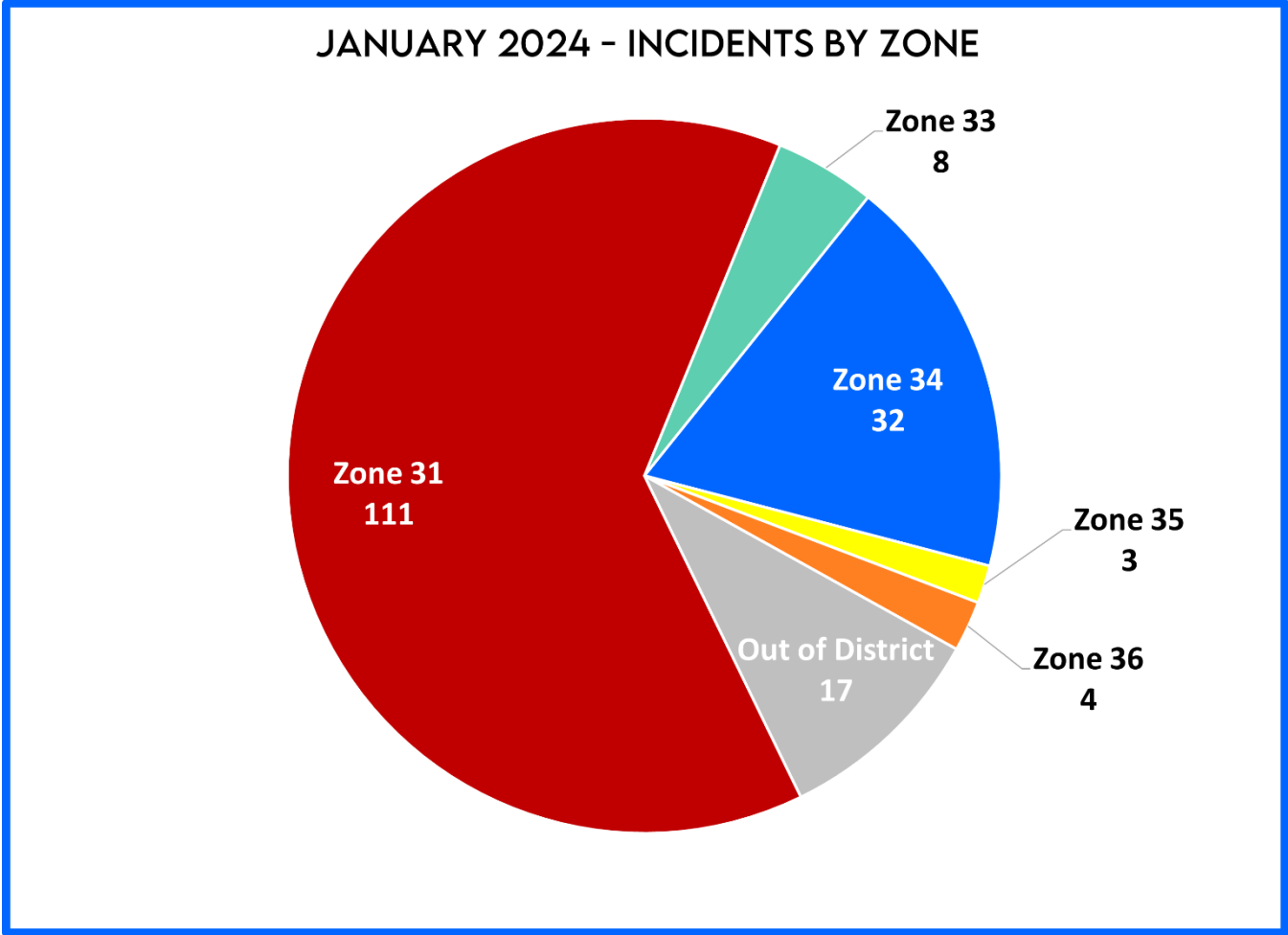
For the month of January, SRFD averaged 1.06 Fire calls per day and 4.65 EMS calls per day for an overall daily average of 5.71 calls per day. Total Fire & EMS incidents for the same month in 2023 was 205. There were 13.66% less calls this month compared to the same month last year.

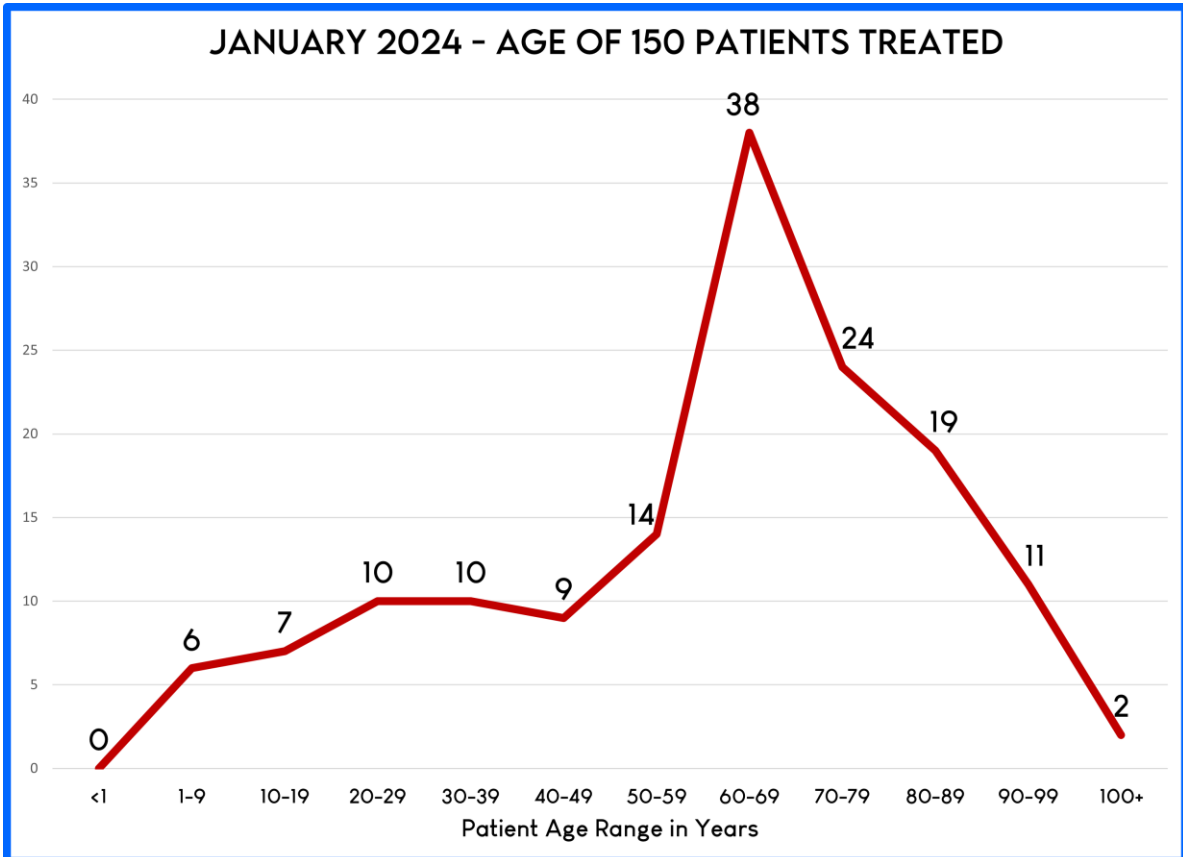
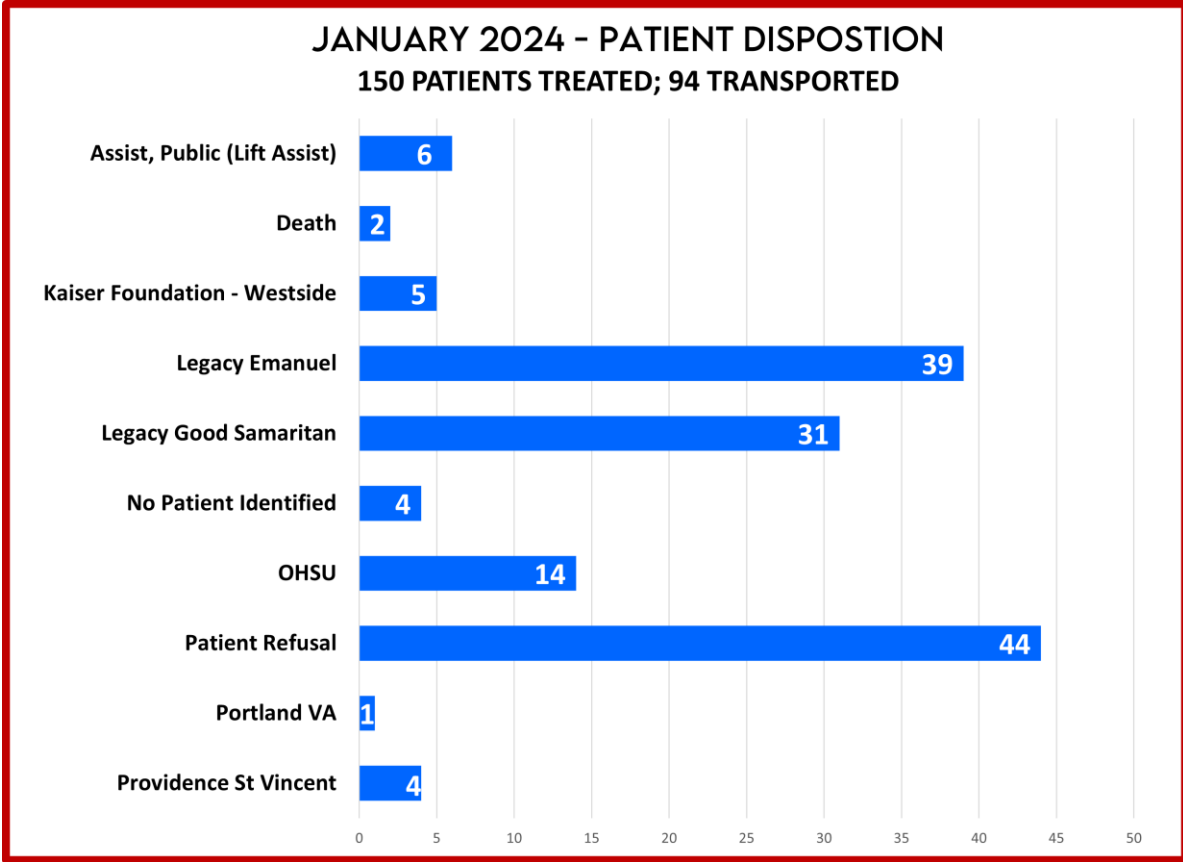


FIRE AND EMS CALL BREAKDOWN FOR JANUARY 2024

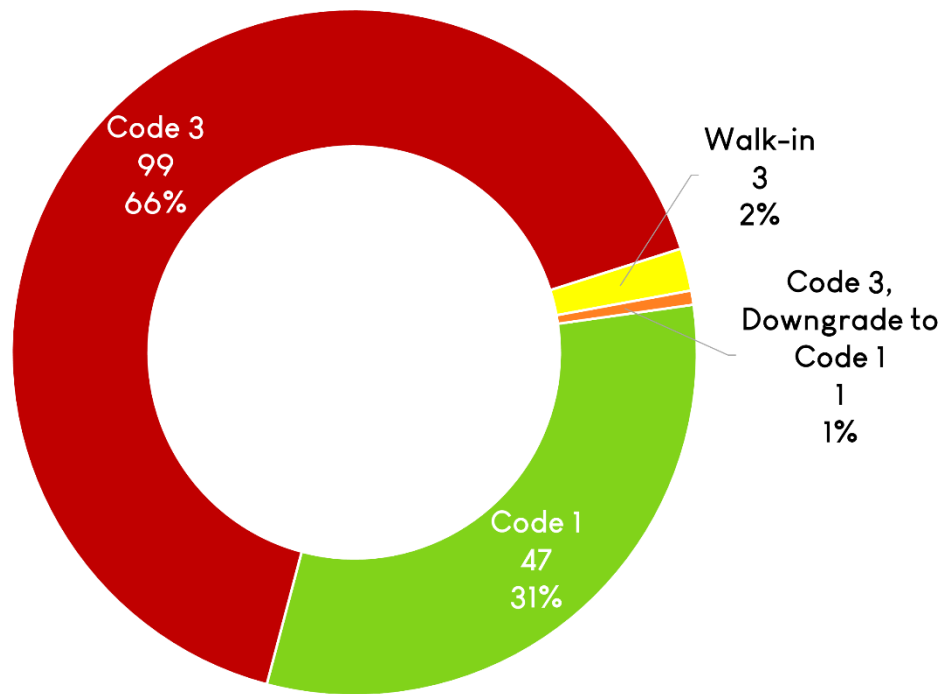




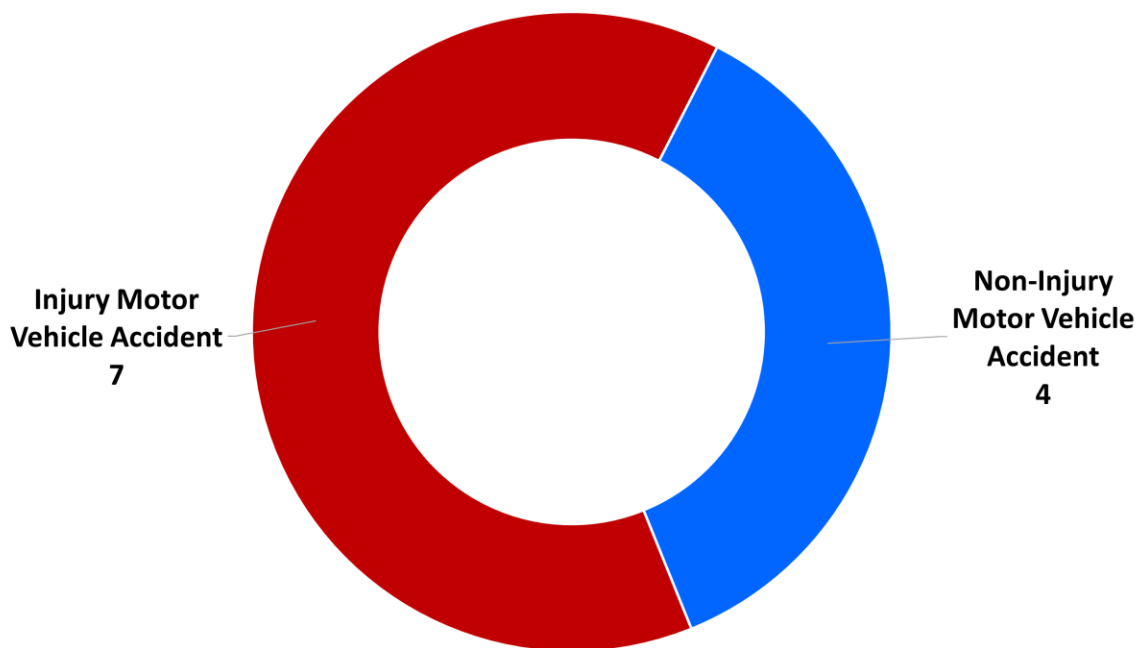


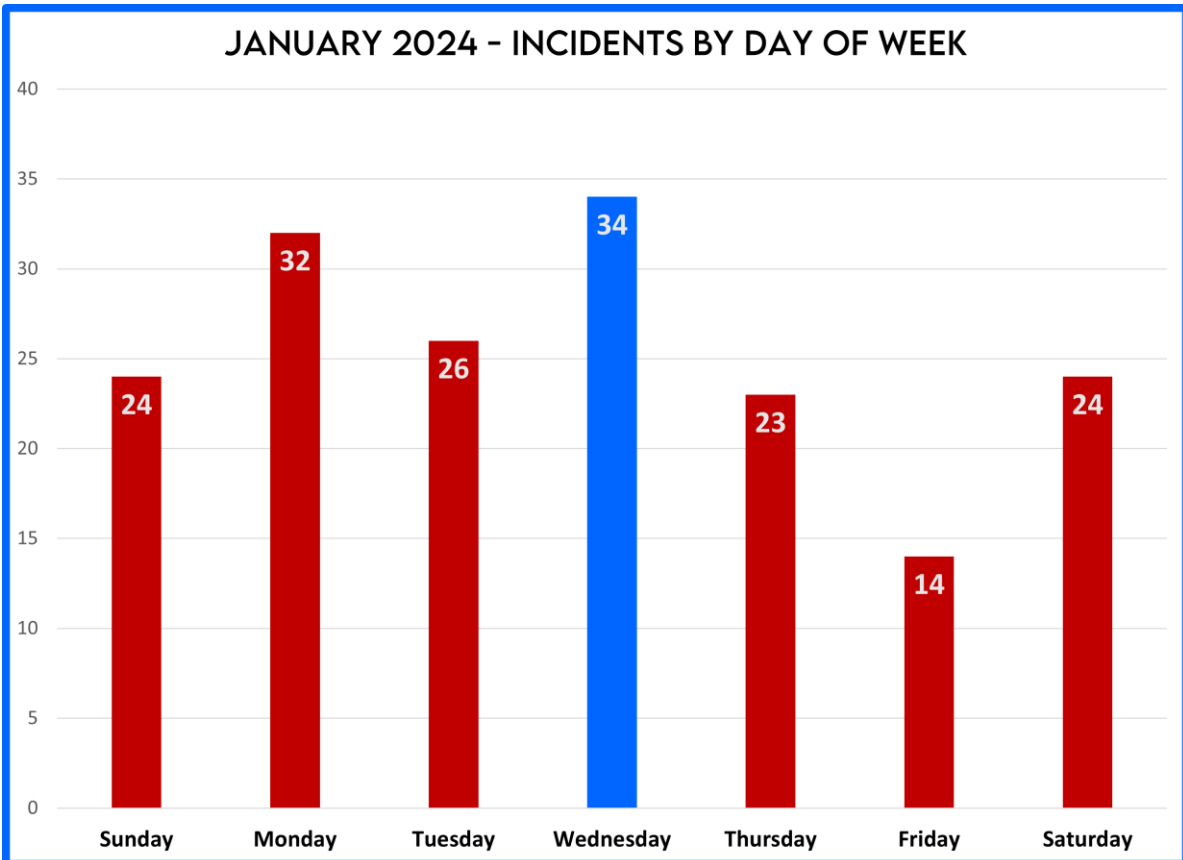
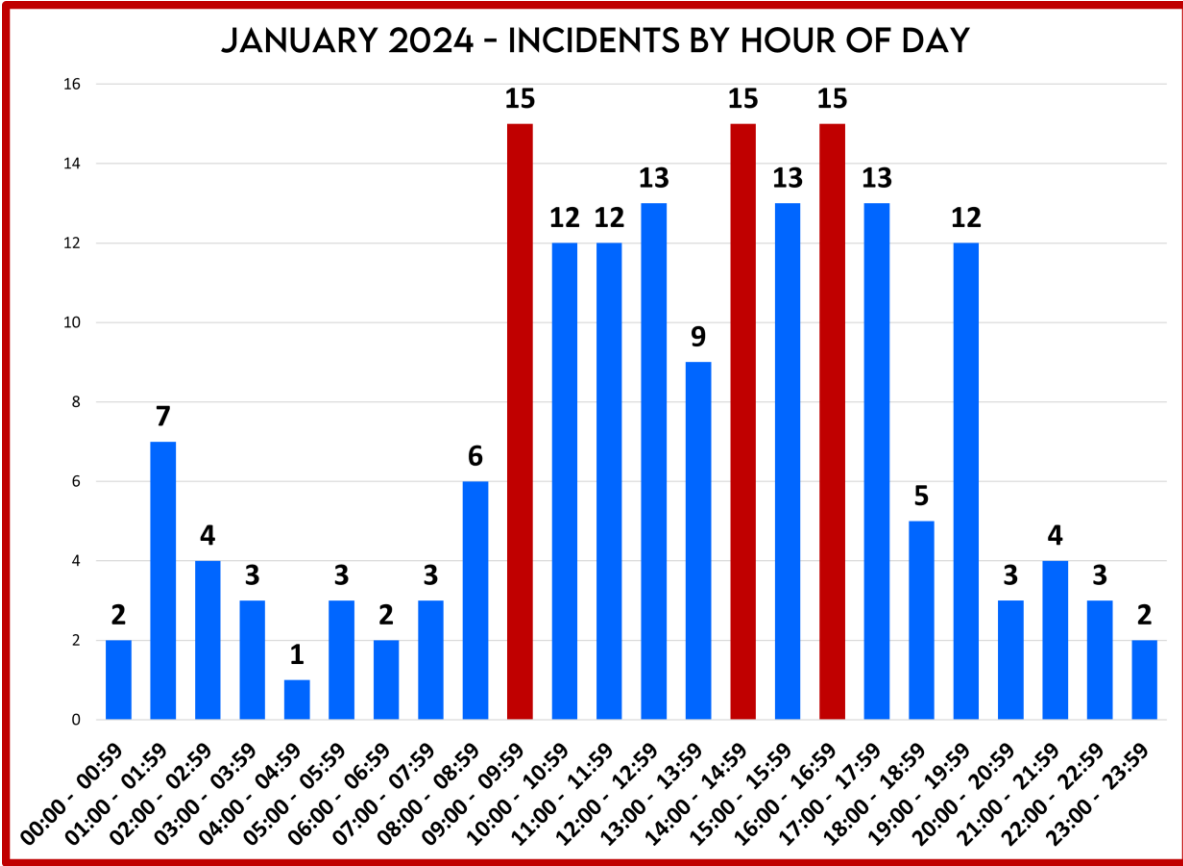


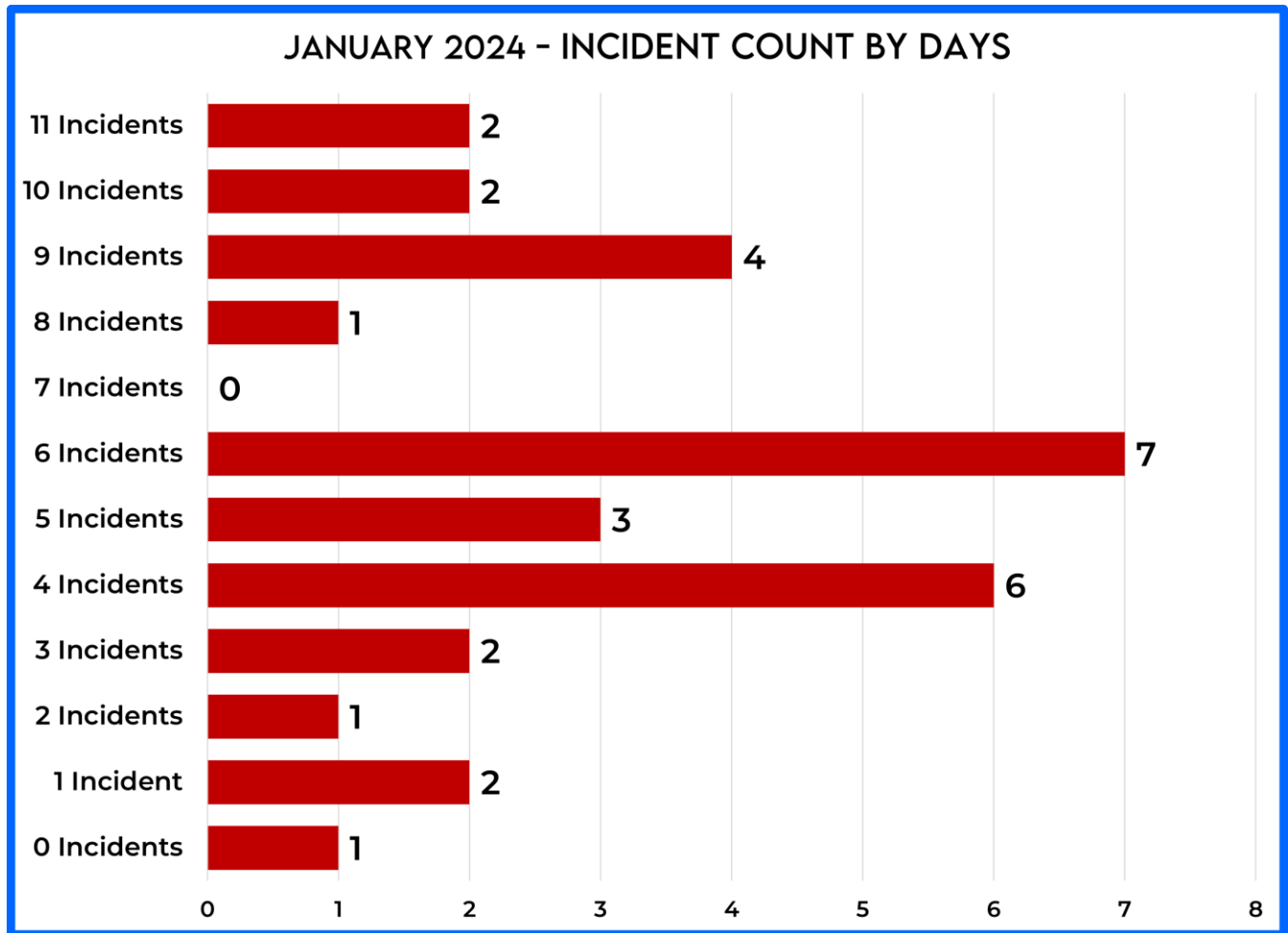
JANUARY 2024 - EMS RESPONSE MODE

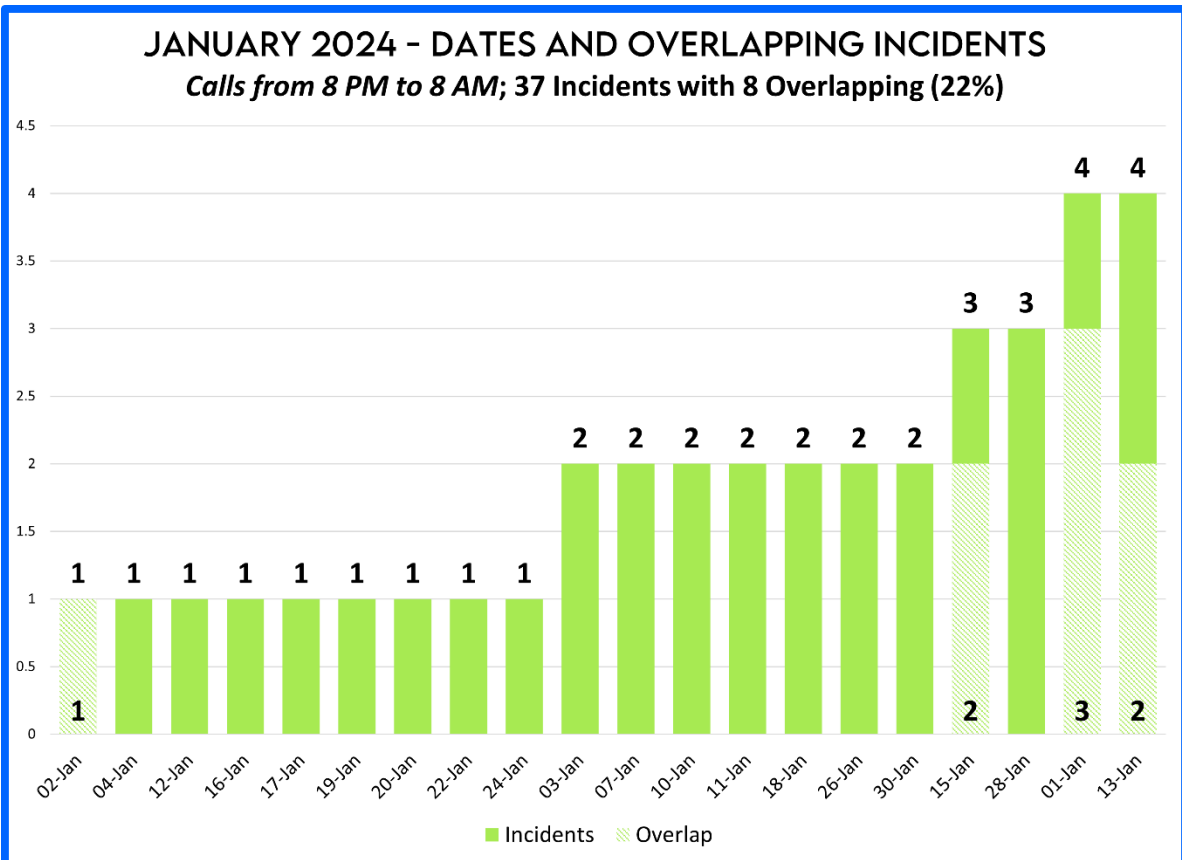
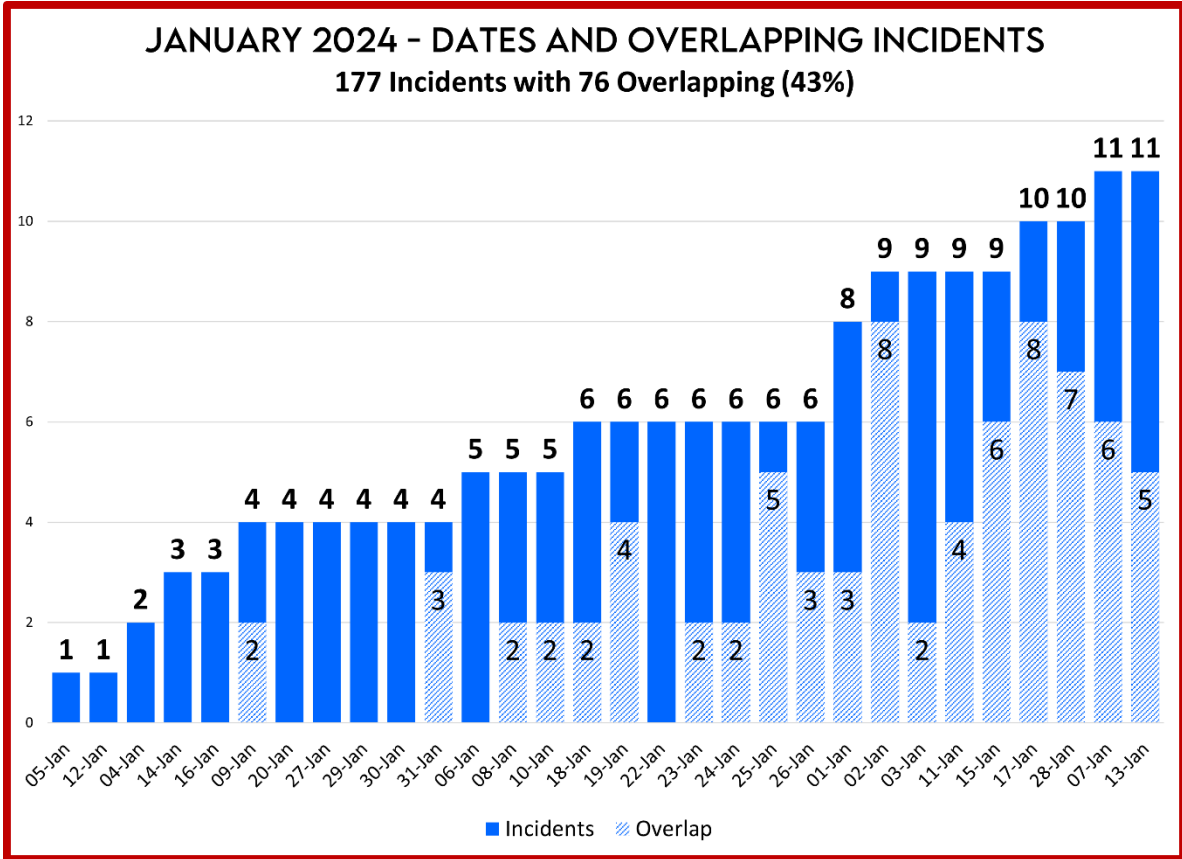


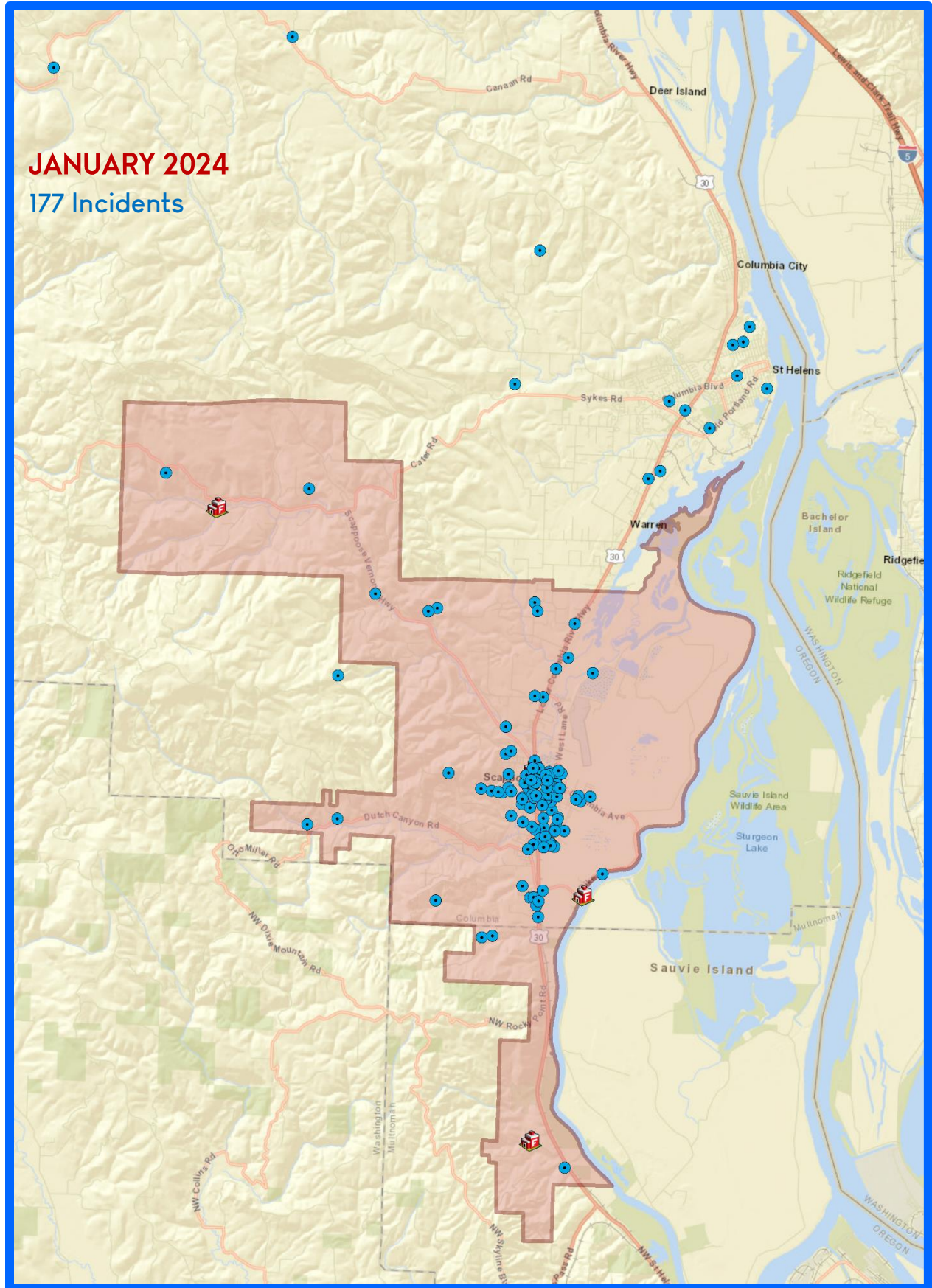
JANUARY 2024 - 11 MOTOR VEHICLE ACCIDENTS



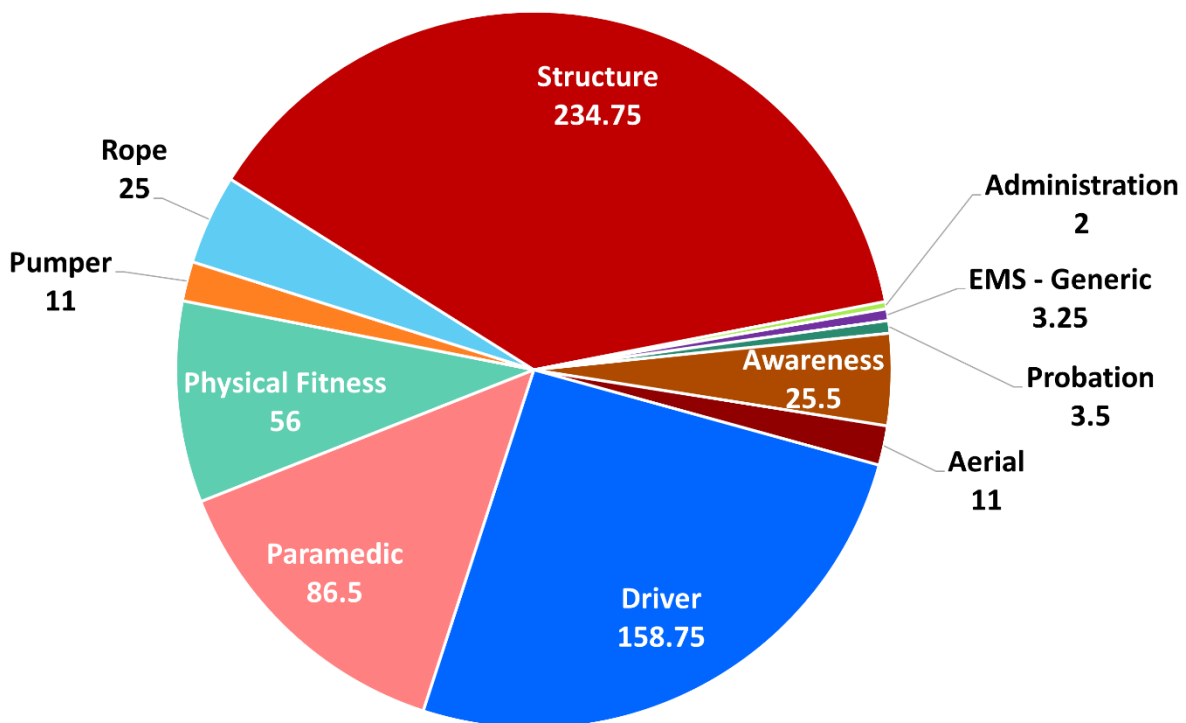




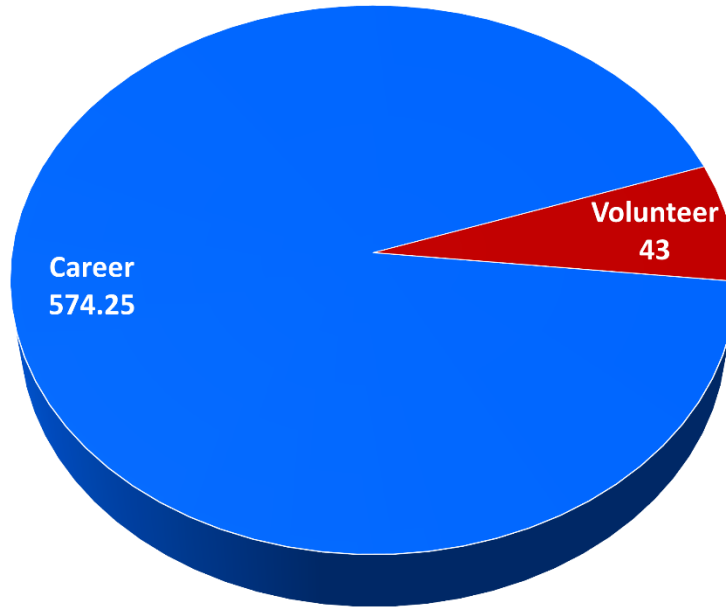




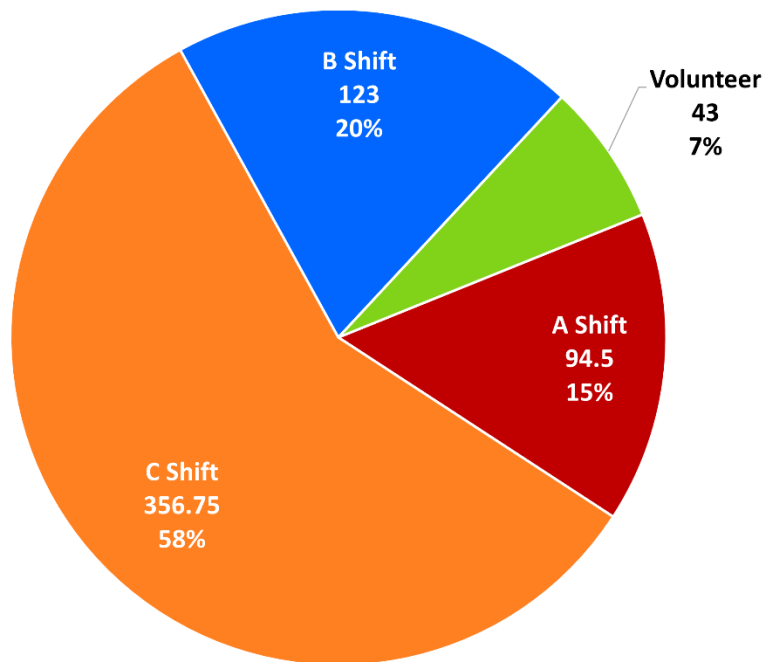
JANUARY 2024 - TRAINING HOURS BY SUB-CATEGORY
617.25 Total Hours



JANUARY 2024 - VOLUNTEER & CAREER TRAINING HOURS



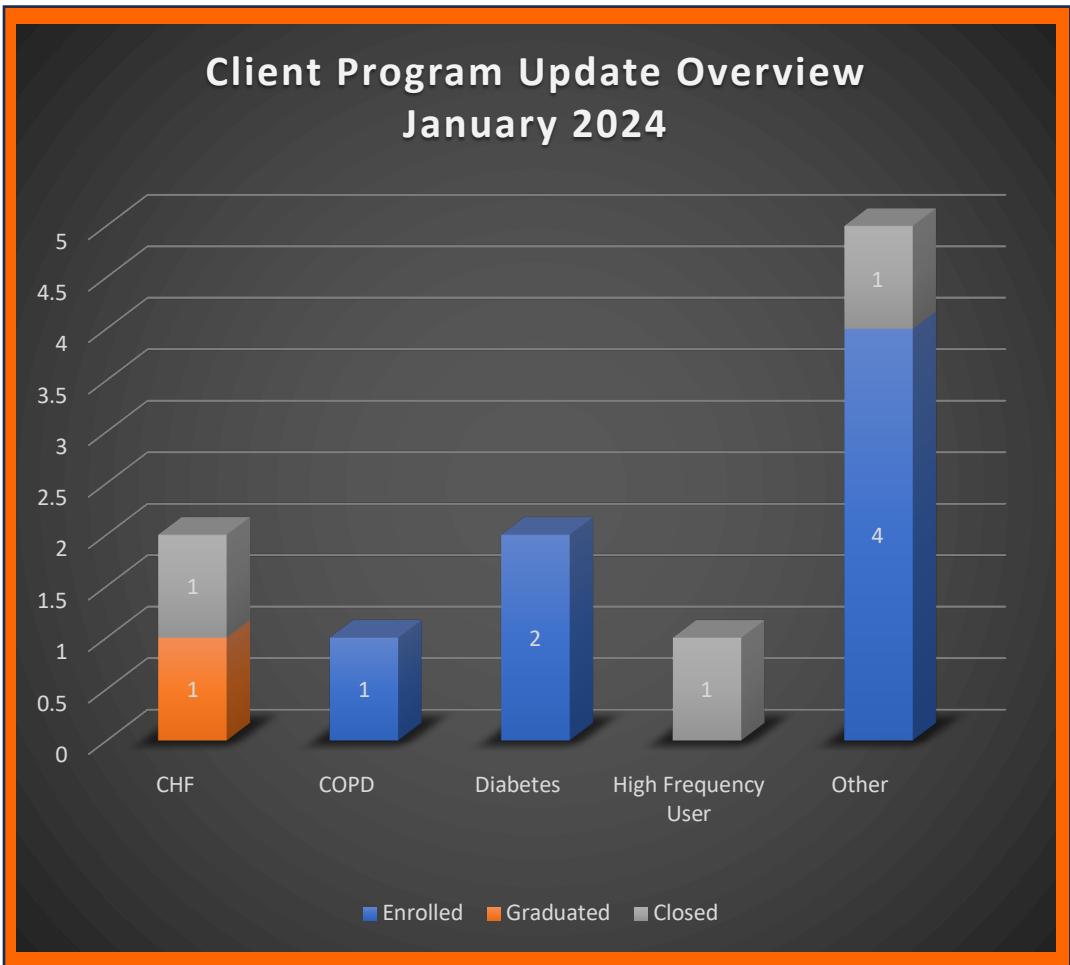
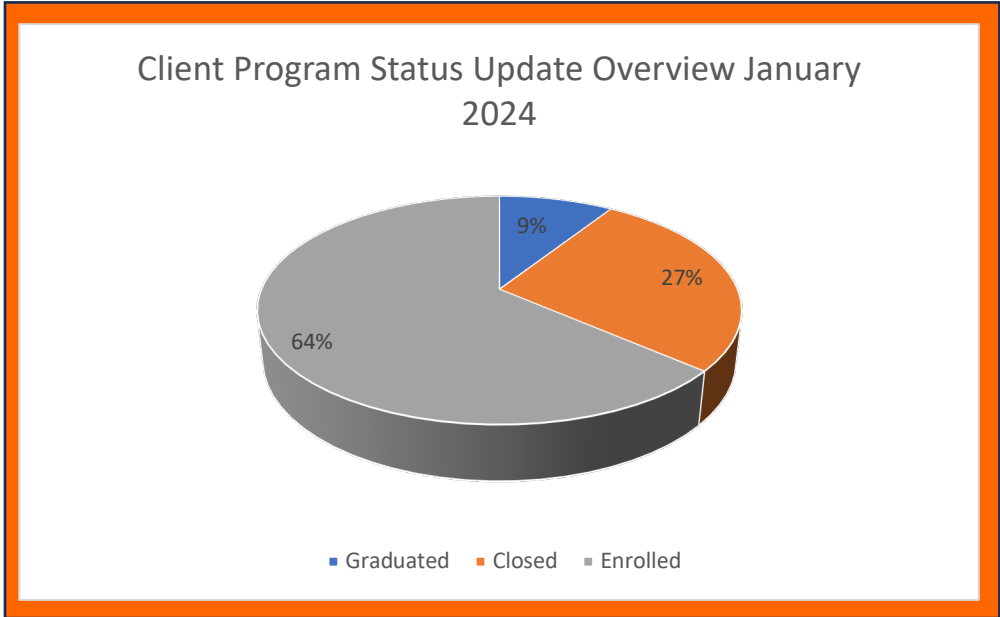
JANUARY 2024 - TRAINING HOURS BY SHIFT



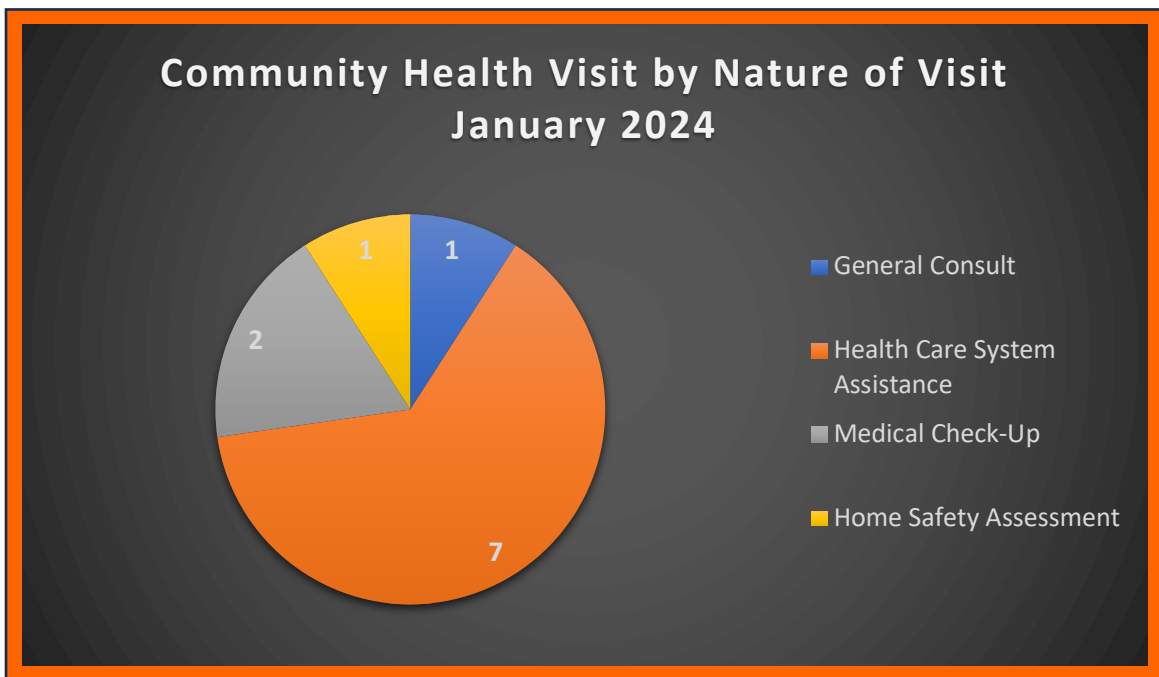
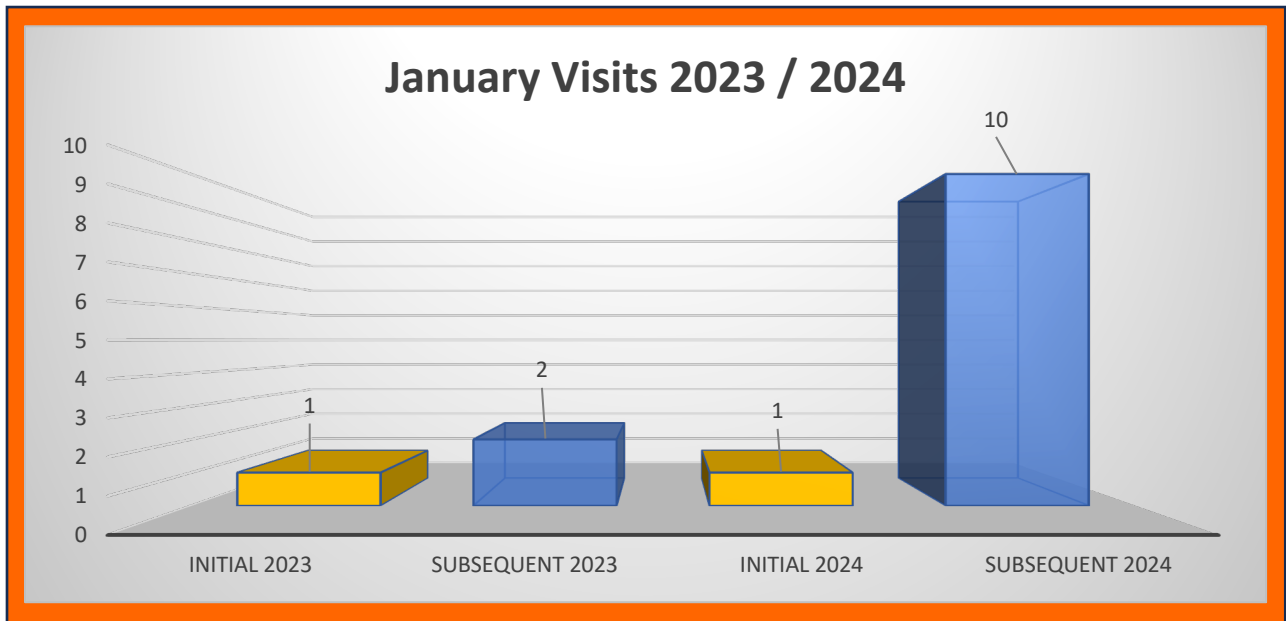
COMMUNITY PARAMEDIC REPORT

January 2024 Community Paramedic Program Report

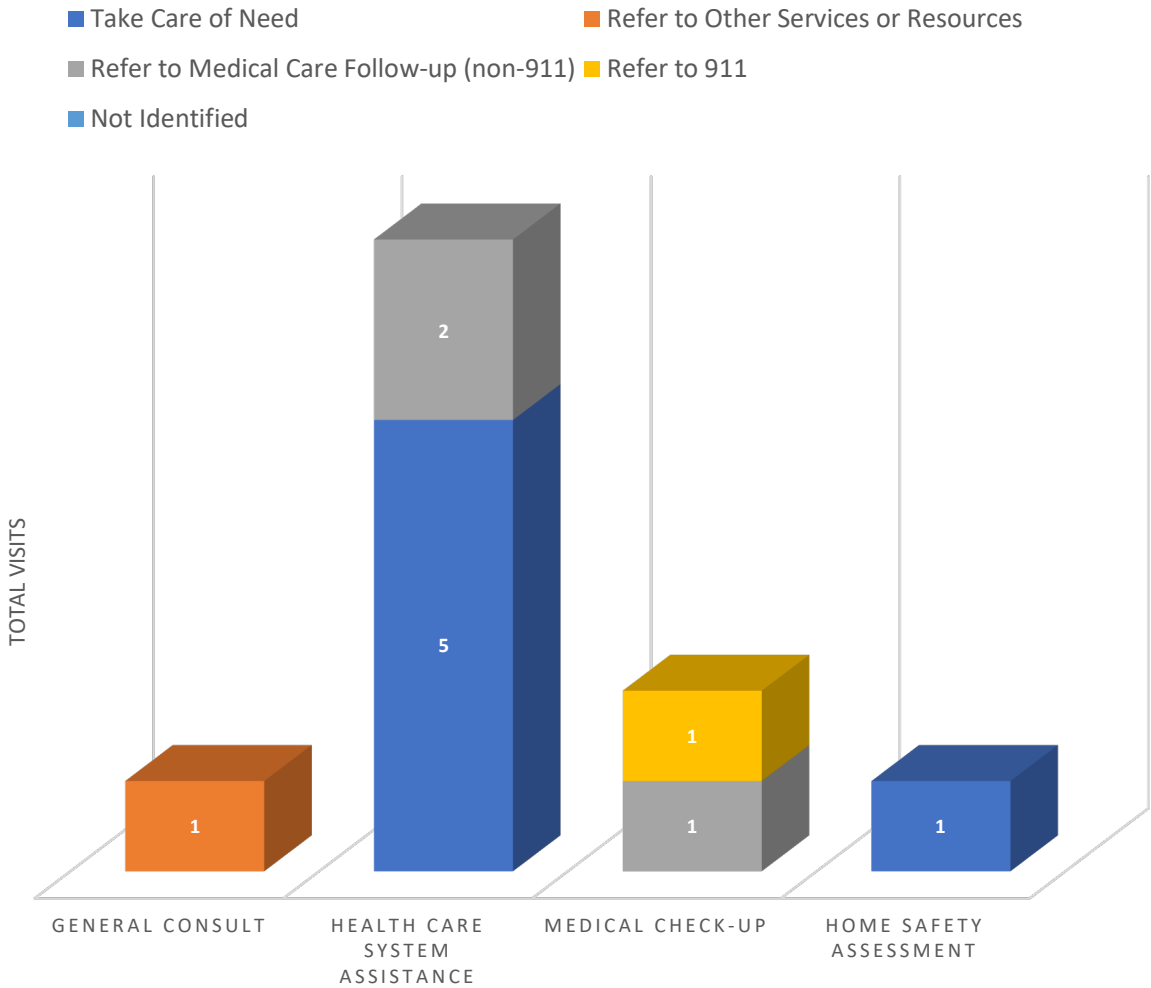
As of January 31, 2024, our Community Paramedic has **73 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **5 years old**, the oldest being **94 years old**, with the average age being **61 years old**. The graphics below represent program status changes that occurred in January 2024.



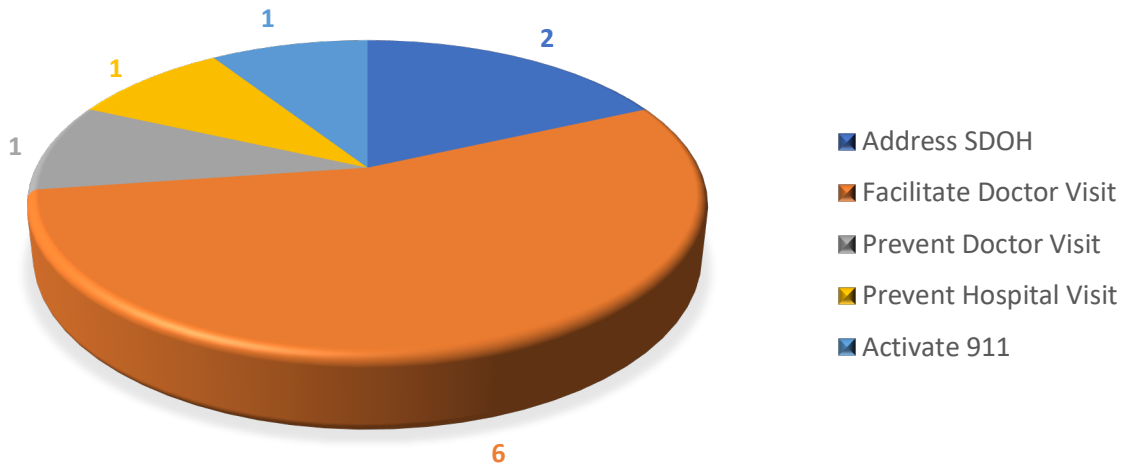
The total number of documented client visits during January 2024 is **11** compared to **3** during the same month in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for January 2023 / 2024.



SERVICE PERFORMED DURING VISITS JANUARY 2024

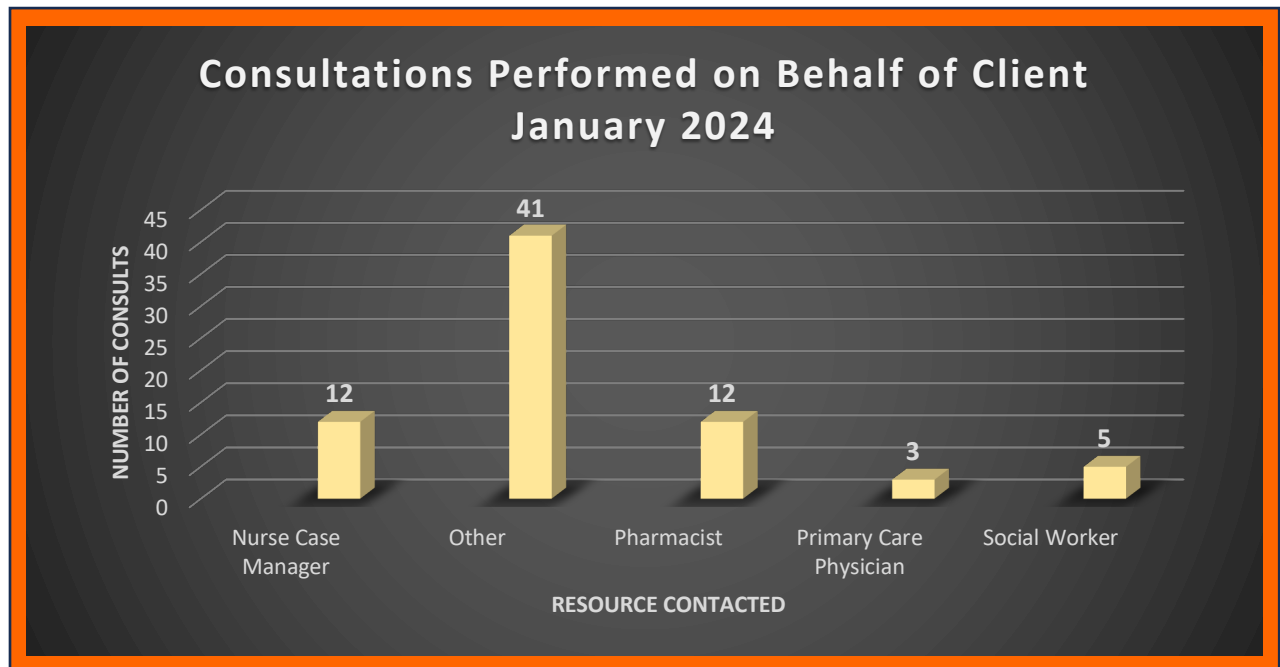


VISIT OUTCOME SUMMARY JANUARY 2024



*SDOH = Social Determinants of Health

A significant amount of the Community Paramedic's work is Client Advocacy. The chart below shows the number of times in January 2024 resources were contacted on behalf of a Client. The purpose of these consultations can range from simply scheduling a medical appointment; to filling a prescription; to sharing information following a home visit; to ensuring a Client has access to food.



**UNCREWED
AIRCRAFT (UAS)
ACTIVITY
REPORT**

Flight #1	2024-01-28 15:55:18 Scappoose_Ck_Jan 28th, 2024	Air Time: 00:14:41 Total Mileage (Miles): 4	Max Altitude (Feet): 334.3 Max Distance (Miles): 1
Takeoff Lat/Long: 45.751184,-122.884787 Above Sea Level (Feet): 56.8			
Takeoff Bat: 94% Takeoff mAh: 5180 Takeoff Volts: 25.194		Landing Bat: 51% Landing mAh: 2784 Landing Volts: 21.809	
Takeoff Degrees/Minutes/Seconds: 45° 45' 4.26"N, 122° 53' 5.23"W Photos: 0 Videos: 1 Drone Name: NIMBUS_M30T_UR4FN Drone Type: M30			

Flight #2	2024-01-24 22:55:59	Air Time: 00:05:28 Total Mileage (Miles): 0	Max Altitude (Feet): 237.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764761,-122.892894 Above Sea Level (Feet): 310.3			
Takeoff Bat: 63% Takeoff mAh: 5126 Takeoff Volts: 14.993		Landing Bat: 48% Landing mAh: 3878 Landing Volts: 14.451	
Takeoff Degrees/Minutes/Seconds: 45° 45' 53.14"N, 122° 53' 34.42"W Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #3	2024-01-24 22:53:08	Air Time: 00:01:54 Total Mileage (Miles): 0	Max Altitude (Feet): 50.8 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764730,-122.892923 Above Sea Level (Feet): 310.2			
Takeoff Bat: 68% Takeoff mAh: 5560 Takeoff Volts: 15.306		Landing Bat: 63% Landing mAh: 5152 Landing Volts: 14.906	
Takeoff Degrees/Minutes/Seconds: 45° 45' 53.03"N, 122° 53' 34.52"W Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #4	2024-01-24 13:27:32	Air Time: 00:14:15 Total Mileage (Miles): 0	Max Altitude (Feet): 149.6 Max Distance (Miles): 0
Takeoff Lat/Long: 45.873103,-122.804691 Above Sea Level (Feet): 126.1			
Takeoff Bat: 56% Takeoff mAh: 3111 Takeoff Volts: 22.781		Landing Bat: 10% Landing mAh: 479 Landing Volts: 20.606	
Takeoff Degrees/Minutes/Seconds: 45° 52' 23.17"N, 122° 48' 16.89"W Photos: 0 Videos: 1 Drone Name: NIMBUS_M30T_UR4FN Drone Type: M30			

Flight #5	2024-01-24 13:14:12	Air Time: 00:12:44 Total Mileage (Miles): 0	Max Altitude (Feet): 142.4 Max Distance (Miles): 0
Takeoff Lat/Long: 45.873103,-122.804691 Above Sea Level (Feet): 126.1			
Takeoff Bat: 59% Takeoff mAh: 3181 Takeoff Volts: 22.369		Landing Bat: 14% Landing mAh: 723 Landing Volts: 20.599	
Takeoff Degrees/Minutes/Seconds: 45° 52' 23.17"N, 122° 48' 16.89"W Photos: 0 Videos: 0 Drone Name: NIMBUS_M30T_UR4FN Drone Type: M30			

Flight #6	2024-01-21 14:15:53	Air Time: 00:00:23 Total Mileage (Miles): 0	Max Altitude (Feet): 15.6 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761681,-122.879150 Above Sea Level (Feet): 53.0			
Takeoff Bat: 28% Takeoff mAh: 1880 Takeoff Volts: 10.971		Landing Bat: 27% Landing mAh: 1794 Landing Volts: 10.764	
Takeoff Degrees/Minutes/Seconds: 45° 45' 42.05"N, 122° 52' 44.94"W Drone Name: LIGHTNING_EVO_26K_UR4XM Photos: 0 Videos: 0 Drone Type: EVO2			

Flight #7	2024-01-21 14:07:02	Air Time: 00:07:41 Total Mileage (Miles): 1	Max Altitude (Feet): 397.2 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761681,-122.879143 Above Sea Level (Feet): 53.1			
Takeoff Bat: 54% Takeoff mAh: 3646 Takeoff Volts: 11.186		Landing Bat: 29% Landing mAh: 1920 Landing Volts: 10.686	
Takeoff Degrees/Minutes/Seconds: 45° 45' 42.05"N, 122° 52' 44.91"W Drone Name: LIGHTNING_EVO_26K_UR4XM Photos: 0 Videos: 0 Drone Type: EVO2			

Flight #8	2024-01-14 12:55:41	Air Time: 00:00:14 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 20%		Landing Bat: 20%	
Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #9	2024-01-14 12:54:27	Air Time: 00:00:14 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 23%		Landing Bat: 23%	
Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #10	2024-01-14 12:53:13	Air Time: 00:00:12 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 23%		Landing Bat: 23%	
Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #11	2024-01-14 12:31:24	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 100% Takeoff mAh: 6758 Takeoff Volts: 12.995		Landing Bat: 100% Landing mAh: 6758 Landing Volts: 12.951	
Photos: 0 Videos: 0 Drone Name: DUST_EVO_2ENT_UR4RP Drone Type: EVO2			

Flight #12	2024-01-14 12:29:24	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 99% Takeoff mAh: 6782 Takeoff Volts: 12.879		Landing Bat: 99% Landing mAh: 6774 Landing Volts: 12.831	
Photos: 0 Videos: 0 Drone Name: DUST_EVO_2ENT_UR4RP Drone Type: EVO2			

Flight #13	2024-01-14 12:21:34	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 0.0 Max Distance (Miles): 0
Takeoff Lat/Long: Above Sea Level (Feet): 0.0			
Takeoff Bat: 100% Takeoff mAh: 6794 Takeoff Volts: 12.999		Landing Bat: 100% Landing mAh: 6794 Landing Volts: 12.956	
Photos: 0 Videos: 0 Drone Name: DUST_EVO_2ENT_UR4RP Drone Type: EVO2			

Flight #14	2024-01-13 12:40:31	Air Time: 00:15:59 Total Mileage (Miles): 2	Max Altitude (Feet): 252.7 Max Distance (Miles): 1
Takeoff Lat/Long: 45.764705,-122.892964 Above Sea Level (Feet): 310.3			
Takeoff Bat: 100%		Landing Bat: 58%	
Takeoff Degrees/Minutes/Seconds: 45° 45'52.94"N,122° 53'34.67"W			
Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T			

Flight #15	2024-01-13 12:02:34	Air Time: 00:06:43 Total Mileage (Miles): 1	Max Altitude (Feet): 75.2 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764725,-122.892944 Above Sea Level (Feet): 310.1			
Takeoff Bat: 64% Takeoff mAh: 4440 Takeoff Volts: 11.733		Landing Bat: 46% Landing mAh: 3194 Landing Volts: 11.308	
Takeoff Degrees/Minutes/Seconds: 45° 45'53.01"N,122° 53'34.60"W			
Photos: 0 Videos: 0 Drone Name: DUST_EVO_2ENT_UR4RP Drone Type: EVO2			

Item #16	Total	Air Time: 01:20:28 Total Mileage (Miles): 7
Photos: 0 Videos: 2		

Start Date	Start Time	End Time	Flight Hours	Flight Duration(HH:mm:ss)	Drone Model	Drone Name	Takeoff Latitude	Takeoff Longitude
1/24/24	1:14 PM	1:27 PM	0.21	00:12:48	Matrice 30T	UR4FN	45.873103	-122.804691
1/24/24	1:27 PM	1:41 PM	0.24	00:14:19	Matrice 30T	UR4FN	45.873103	-122.804697

STAFF REPORTS

Fire Chief Report January

Meetings Attended

Too many to list

Spent the majority of the month teaching at the High School

Hours Worked January: 207 Hours

On Call in January: 222 Hours (Call shifts minus office time)

TOTAL HOURS: 429

Training

Taught at Highschool

DT4EMS

Taught UAS Training (In House)

Training with Portland Police

Projects

Scappoose High School STEAM Education / Workforce Development

Portland Fire Mutual Aid Agreement – *In Progress*

Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

SHSGP ~ *Received aircraft and additional equipment, waiting to complete the last part of training*

Senate Discretionary spending request ~ *Still working with PCC, class started*

UASI UAS Detection Cases and tripods ~ *Waiting for contract to spend \$8,000*

SPIRE 2023 ~ *3 Grants submitted*

2022 AFG Grants

Tender Project ~ *In progress*

Engine Project ~ *In Progress*

Weather seems to be the theme for the month of January. It had some wild swings that challenged the staff and our responses for the whole month. Between the winter weather and the liquid sunshine, we are surprised that we did not have more requests for service. All in all we were able to meet the needs of the community.

Considerable time was spent on trying to locate and purchase a replacement pickup. We were successful in finding what we need and we purchased a new F-550 Cab and chassis. The vehicle had to be trucked from Wisconsin, which caused a couple of delays. The vehicle did not show up till the middle of January. We are still in the process of getting bids to mount the flatbed. Once that is completed, we will need to purchase additional equipment to upfit it for our local response needs. We are well under budget with this purchase right now. Things to add include lightbar, siren, radio and additional warning lights. We are also placing an order this week for the replacement duty officer vehicle and squad. It is looking like we will be sticking with Ford for all of the purchases to standardize our fleet and make maintenance easier.

One significant challenge for us in this new year is working through the fallout of the Paid Leave Oregon laws. This law was not well thought out and has been causing challenges for staff and administration. We are not alone in this challenge as all fire agencies are struggling to learn how to best apply the law and still maintain operations and policy that has never had these types of requirements. We will probably continue to report out on this for some time.

We are finally at full staffing. This is exciting, but we still need to continue to evaluate our data and better prepare and plan for having to add more staff in the next couple of years. The statistics are showing that we are getting hampered by the double and triple calls. While our overall call volume has not increased, we have had a significant increase on multiple calls happening at the same time.

We are plugging away with working with our architect to understand what the total costs will be for the station renovation and annex building addition. Once we have these costs (Hopefully by next month) we should be able to paint a better picture for the board to understand if we should move forward with a bond request. On another front, we are actively working hard to save for the building renovations. We hope to have a significant amount put away by the end of this fiscal year.

The Scappoose High School program had a successful J-Term. It did eat a lot of staff time as Chief Bautista and I taught almost every day from 0830-11:15. We will be slowing down and teaching only two classes a month till May. Mid May we ramp back up to do full time teaching till the middle of June.

In January I travelled to Boise to the National Wildfire Coordination Group (NWCG) to serve as the voting member for the International Association of Fire Chiefs (IAFC), at the UAS subcommittee. At this meeting I had to present with the rep from the National Association of State Foresters in a pitch to open up the training and credentialing for UAS in the wildland environment for States and municipal agencies (such as ours). We were slightly successful, but challenged as we presented to the US Dept. of Interior Office of Aviation Services Rep, BLM UAS rep, National Park Service UAS Rep., Fish and Wildlife UAS Rep., and the Bureau of Indian Affairs UAS Rep.

Division Chief Marks
January 2024

January Projects:

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

Drills / Activities / Meetings in January included:

Admin Meetings	Fire Defense Board
Columbia County Winter Planning	
Columbia Pacific CPCCO	HPO Steering Committee
Officers Meeting	Civil Service Meeting

The GADCS project continues. Again, this will be a consistent item in FY 23/24. We are trying to steam line the process as much as we can.

The CQI program is beginning to come together. I continue to find ways to improve the system to better our crew's documentation.

I have been working with SME Solutions regarding our fuel pumps. We have had to have warranty work performed on both the gasoline and diesel pumps over the past few months. SME have been very responsive to our needs and have gone out of their way to make sure the parts are warrantied. I asked them to provide me with information on how we can improve our system to decrease failure rates.

Both Holbrook and The Boat House Station are currently in order and working efficiently.

The district was unscathed during the winter storm of January 2024. The call volume did not rise as we thought it might, but the organization had plans in place if that occurred. One of those plans was to have me be stationed at CCOM

to be a fire liaison with the dispatchers. This would assist them with prioritizing incident responses throughout the county. Thankfully, this did not occur as there were very few weather-related calls for service.

I would like to thank two of our volunteer members this month, Division Chief Cade Greenup and Firefighter KC Cates. On January 30th, Chief Greenup notified the district that Rocky Point Road was closed between Highway 30 and Skyline Blvd. After a brief conversation with him, I went to the location to assess if our units could respond past the road closures. Once on site, it was determined that none of our apparatus would be able to traverse the road. On January 31st, KC Cates notified me that there was now also a road closed sign at Logie Trail Road. I again went to the location to gather information. Once there it was also determined that Logie Trail would not be an available detour for response to Rocky Point Road. This had a cascading effect. After making these determinations I reached out to Multnomah and Washington County EMS, TVF&R, and several other partners to come up with ideas on how to service the area. After speaking with Multnomah County Roads on Feb. 1st, their belief is both roads will be closed a minimum of two weeks. This also showed a glaring hole that needed to be corrected. The organization has now been added to a PIO list from Multnomah County Roads. We will now be notified of road closures to ensure we are not behind the curve in the future.

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

1. Work with Chief Pricher on taking over the Operations role for the district.
2. 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.
3. Ambulance Service Area Plan: Compiling documents for the 2024 ASA renewal process.
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. 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 workflow and continuity of the organization.

My time Worked in January 2024	172 Hours
Call time in January 2024	98 Hours (call shifts minus office time)
Total Hours for January 2024	270 Hours



Logie Trail Road



Rocky Point Rd.

**Chief Bautista Report
Prevention & Training Divisions
February 2024**

January Projects:

- ◆ Volunteer Program Coordination (On Going) - Working on onboarding Henry Oberbarnscheidt the in the Member Outreach position.
- ◆ SRFD Uniforms (On Going) - FF Booth is currently on light duty and I am working with him to streamline the uniform program.
- ◆ Fire Code Application Guide Update (In Progress)
- ◆ Compliance Engine SRFD Profile Update (In Progress) - Working with Chief Pricher to update system with correct contact information for Fire Marshal and taking over the process.
- ◆ Create new Fire Instructor 1 Course - (In Progress)
- ◆ Create Fire Officer 1 Course - (In Progress)
- ◆ Develop training strategies for preparing members for Volunteer Officer qualifications (Completed)
- ◆ 2022 Oregon Fire Code Update for ImageTrend (Completed)
- ◆ OSFM 2023 Hazardous Substance Annual Report (Completed)

Fire Marshal Duties:

One (1) driveway inspection was completed, three (3) fire inspections were completed, three (3) company pre-incident plans were completed, and one (1) consultation.

Currently working with fire investigators to complete any outstanding fire investigation reports from 2023.

Still working with Columbia County Department of Community Justice- Juvenile Division to schedule youth fire setter screenings for three youths involved in fire incidents in Vernonia.

Training Duties:

This month we had Portland Fire & Rescue Haz Mat Team came through to do an overview of their services and apparatus. The Haz Mat Team coordinator were over decon procedures with SRFD members.

DPSST cadre came out to the station and went over MAYDAY drills with SRFD personnel. Firefighters participated in an obstacle course and used their prop.

FF Denley challenged his 3-month test (normally the 6-month test for Entry Firefighters) and passed. Congratulations FF Denley and C Shift. FF Denley will now focus on the Apparatus Operator portion of his training.

Public Information Program:

The Columbia County PIO team will start meeting in February 2024.

Volunteer Program:

Working with Henry Oberbarnscheidt on program priorities and training plan for probationary period. He and FF Booth have been working in incident response cards for recruits that allow crews to understand clearances for emergency responses (e.g. cleared for brush fires and motor vehicle accident responses). Thanks to Karleigh Booth for the support to get these completed. We will meet with Officer staff to clarify some terminology on the different response levels.

Scappoose High School Program:

Chief Pricher and I completed the winter J term for the Scappoose High School program, during the month of January we were occupied 3 hours every morning, five days a week. We did miss a week due to the weather but worked with students to make up those lecture hours. Thank you to our guest presenters and SFRD members that helped with demonstrations. The students had a great time and demonstrated what they learned during the final week of exercises.

January Meetings & Activities:

Date	Meeting/ Topic		
1/2/2024	Admin Team Meeting	1/24/2024	Driveway Inspection Hwy 30
1/5/2024	Officers Meeting	1/25/2024	4303 & C Shift - Fire Inspection/Pre-Incident Plan C Shift
1/8/2024	Private Fire Investigator Meeting - SE 9th St Fire	1/25/2024	Cascade Concrete Products - Aboveground Tank Inquiry
1/16/2024	FIT meeting	1/29/2024	4303 & B shift - Fire Inspection & Pre-Incident Plan
1/16/2024	Land Use Referral - Martinhagen Project - NE 1ST STREET	1/30/2024	4303 & C Shift - Fire Inspection & Pre-Incident Plan
1/17/2024	Public Records Request - 9th Street Fire		
1/18/2024	City of Scappoose – Land Use Application Reviews Discussion		
1/22/2024	Meeting to discuss current Volunteer member applications		

Upcoming Chief Officer Development:

Nothing to report

Upcoming Training:

Total hours for January 2024: 378 hours :184 hours & 194 Duty Officer (On-call hours, minus office hours)

Membership Outreach.

2/5/24

I continued learning computer skills and where things were located on the computer, I'm learning a lot, but still relying on others at times and getting help.

Spent time in a logistics capacity helping the career staff driving and locating.

Helped facilitate and instruct the high school program. Worked on public education projects with the Boy Scouts and other students. Instructed drill for the Volunteers, and attended all drills, and meetings to be available to volunteers. Taught NFPA Driver class to a new logistic volunteer. I taught multiple cone and road courses. I made myself available for multiple small group skills and task book sessions.

I continued to reinforce Lexipol guidelines that didn't apply to me in the past that apply to my new position. In addition, I started reading material for a Recruitment and Retention class in April.

Helped with Admin as needed.

At present, we have five new volunteer applicants. Two of whom are waiting for the results of their physicals. There have also been people inquiring about being volunteers. Many people are unaware that we have a volunteer program. I talked to Chief Officers about applicants and budgets.

I have also been involved in fire inspections, area familiarization, and attending S-290 wildland class. What we have in storage for turnouts, most seem to be older than ten years and seem to be too big for the newer volunteers or applicants. We continued working on response cards, awards and incentives, and banquet.

Submitted by Henry Oberbarnscheidt
Membership, Outreach, Battalion Aid

February 2024 – Finance Report

General Fund Highlights

Revenue:

- \$118,884 in total revenue
- \$75,767 in EMS receipts
- \$33,575 in property tax revenue

Expenditures:

- \$78,169 for property & liability insurance
- \$22,344 in credit card charges
- \$21,957 for IT expenses – many IT subscriptions are payable in Jan.
- \$11,360 for Maintenance on Equipment expenses
- \$10,012 for Training expenses
- \$10,106 for Administration expenses
- \$9,076 for EMS supplies & medications

Capital Outlay

- \$7,211 for a new refrigerator
- \$4,418 for new treadmill

Credit Card expenses: Of the expenses on the Profit & Loss, \$22,344 were credit card charges.

We have completed 58% of the fiscal year. You will notice that accounts #670 Contract Services, #730 Property & Liability Insurance, #750 Maintenance on Equipment, #760 Administration, and #765 IT are expended above the 58% benchmark. Apart from #730, which is a once-a-year expense, the other accounts will be closely monitored and spending constrained in order to keep from over-expending the Materials & Services budget.

All line items in Personnel Services are within budget at this point in the year.

Finance Projects:

AUDIT: The audit is finally complete. The final was sent to all board directors via district email.

The RFP for Audit Services was posted January 5, 2024. To date we've received one proposal. This, and any other proposals received, will be shared with the board after the posting deadline on February 16, 2024.

BUDGET: Budget projections & planning have begun. We are currently awaiting revenue estimates from Columbia County, which are normally posted in early February. Once they post, we can make decisions on which percentage of taxes imposed and assessed value increases we'll use to build the FY24-25 budget.

There is still an opening on the budget committee. If you know anyone who is registered to vote in the District and is interested, please let me know.

PAYROLL: For the last three months, Executive Assistant Karleigh Booth has been learning payroll practices. Over the next year, she will also be involved in the budgeting process and audit prep. The District will benefit from the flexibility this cross-training provides.

MISC: A new photocopier purchase is in the works. The last copier was purchased in 2016 and has been limping along for a few years. The new copier purchase price is less than half of the budgeted amount, which allowed for the purchase of the refrigerator with the remaining portion of the budget. We expect it to be delivered in February.

Submitted by Maria Heath

OLD BUSINESS

MISCELLANEOUS

NEW BUSINESS

COMMUNICATIONS