

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, September 14, 2023

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or join by entering a meeting ID

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 8-10-2023 regular meeting
 - B. Approve August 2023 Profit & Loss Detail
 - C. Approve August 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. Member Outreach/Battalion Aide Report

- F. Finance Report

- VII. Old Business
 - A. Lexipol Policy Updates
 - B. Contract list for policy

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

- IX. Miscellaneous
 - a. Intern Presentation

- X. New Business

- XI. Communications
 - A. Kudos from Portland Fire
 - B. REMS Crew Performance Rating
 - C. Robert Hales letter/photo

- 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, August 10, 2023
Microsoft Teams meeting

- I. **Call to Order & Flag Salute-** President Reeves called the meeting to order at 7:01 PM and led the flag salute.

- II. **Roll Call-** President Reeves, Vice President Graham, Director Gift, Director Kriek, Director Sorenson, Chief Pricher, Division Chief Bautista, Lt. Anderson, FF Hughes, FF Ahlers, FF Zimbrick, FF Mathews, George Dunkel, Ryan Welby, FA Heath.
Division Chief Greenup attended electronically.

- III. **Public Comment-** George Dunkel expressed gratitude for the crews who recently responded to the fatal fire in the district. He also came to thank Scappoose Rural Fire District for its assistance in locating equipment for a new rural fire district in South Lane County. SRFD sold the Chapman engine to South Lane County who received the engine on behalf of the Rogue River Fire Response Group for \$1.00. The engine is now in service there.

- IV. **Consent Agenda**
 - A. **Approve Minutes from 7-13-2023 regular meeting-** Director Gift asked FA Heath if the minutes had been corrected to reflect correct attendance in July. FA Heath acknowledged the correction had been made.
 - B. **Approve July 2023 Profit & Loss Detail-** Director Graham asked if SRFD had acquired a Jeep Cherokee. Chief Pricher explained that the Jeep is the vehicle the Community Paramedic uses, and the associated costs incurred to make it operational. Directors asked about charges for boat hauling training expenses, ImageTrend conference expenses, election charges, glass cleaning supplies, and turnout inspection/cleaning expenses.
 - C. **Approve July 2023 Budget vs. Actual-** Director Gift asked for clarification on why the Property Fund's beginning available cash on hand is approximately \$65,000 less than

budgeted. Chief Pricher explained that purchases for which we expect grant reimbursement were made from Property Fund Capital Outlay.
Director Graham moved to approve the consent agenda. Director Gift seconded.
Motion passed unanimously.

V. **Statistical Data**

- A. **Ambulance Activity Report-** Directors mentioned that July was a busy month and EMS revenue has increased.
- B. **Response Activity Report-** Director Gift noted that SRFD is 2:1 on Aid Given vs. Aid Received. Director Sorenson said the Apparatus Total Mileage & Hours was a confusing report. Chief Pricher said this is a work in progress, and if the board wishes, this report can be pulled until the report is easy to interpret. Director Gift asked if the new medic was on the report. It didn't appear to be on the report.
- C. **UAS Flight Summary-** flights for a total of 1 hour of flight time.

VI. **Staff Reports**

- A. **Chief's Report-** No comments.
- B. **Operations Report-** Director Graham noted that a new hose had arrived. Director Sorenson asked if FB43 was completed. Chief Pricher said the boat will need to be pulled for the transducer to be installed, allowing for side-scan sonar capability. Director Gift asked about the Chapman Station bid process for roof repairs. Chief Pricher said once Chief Marks returns from vacation, they will begin the bidding process.
- C. **EMS Operations Report-** Chief Pricher spoke to the recent REMS deployment and the agreement with Clackamas Fire.
- D. **Fire Marshal & Training Report-** Chief Bautista spoke about the need to focus on Fire Marshal duties and the need to better balance duties between Fire Marshal and training. Director Kriek asked about a photo in the training report.
- E. **Member Outreach/Battalion Aide Report-** Directors Sorenson and Gift commended Member Outreach/Battalion Aide, saying he's doing a great job and appreciates the improvements to our volunteer numbers and contacts. Chief Pricher expressed optimism in the way we are utilizing this position. The crew in attendance agreed.
- F. **Finance Report-** Directors asked about tax turnovers received in July. These turnovers are for the prior year (June turnovers) and are accounted for in the Prior Year Tax turnovers.

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. Topics discussed in the management team meeting had already been discussed and documented in these board minutes, with the exception of the SDAO

News Article asking for data collection efforts on the use of ballistic protection equipment in the fire service. Chief Pricher said that staff will be directed to participate in the study.

B. Long Range Planning Committee- Directors Graham & Sorenson. Chief Pricher hopes to begin work on the long-term planning goals in October.

C. Awards & Incentives- Directors Sorenson & Kriek. This committee has not met. Director Graham moved to approve the committee appointments. Director Kriek seconded.

Motion carried unanimously.

IX. **Miscellaneous-** Chief Pricher distributed the agreement with the new physician advisor that will be shared with other agencies in the county. After discussion, Director Kriek moved to approve the authorization to contract with Dr. Jenna Wiley pending approval by legal counsel. Director Graham seconded the motion.

The motion passed unanimously.

Director Sorenson reminded the board of the OFDDA Conference in November in Seaside.

X. **New Business-** Chief Pricher notified the board that the Contract List will be on September's board agenda for approval.

XI. **Communications**

A. Thank you from the Bushnell family for Chief Pricher's attendance at their son's funeral.

XII. **Good of the Order-** Director Gift passed on Local 43's request for assistance to fire families in Maui. Chief Bautista acknowledged those who assisted with the fatal fire investigation this week. Directors expressed their pride & appreciation for the professionalism shown by both SRFD and CRFR crews during the recent fire.

XIII. **Adjourn-** Director Gift moved to adjourn. Director Graham seconded. Motion adjourned at 8:10 PM.

Mark A Gift – Board Secretary-Treasurer

Date

Submitted by Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
				\$76,174.68
				\$320.86
				\$585.00
				\$8,963.57
				\$452.42
				\$10,462.03
Total for 1. GENERAL FUND REVENUES				\$96,958.56
3. PROPERTY FUND REVENUES				\$1,284.35
4. PERSONNEL SVCS FUND REVEN				\$672.55
Total for Income				\$98,915.46
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
08/10/2023	Bill	Standard Insurance	Life, LTD, & AD&D	1,506.57
08/10/2023	Bill	S.D.I.S.	Health Insurance Premiums - August	33,409.18
08/10/2023	Bill	S.D.I.S.	2006 Jeep Liability/Damage Ins	112.00
08/16/2023	Expense	Benefit Help Solutions(FSA)	Employer Fee	375.00
08/28/2023	Bill	Colonial Life	Accident/Cancer policy for volunteers	777.40
08/28/2023	Bill	HRA VEBA Trust	ER Contributions August	10,697.39
08/31/2023	Expense	Paychex - tax	OR ER Work Benefit	70.84
08/31/2023	Expense	Paychex Payroll	Flex spd- cash out	10,067.10

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 550 Insurance				\$57,015.48
560 Personnel Salaries				
08/01/2023	Expense	Voya - Oregon Savings Growth Plan	July OSGP Contributions	22,324.38
08/01/2023	Expense	Voya - Oregon Savings Growth Plan	July loan repayment	129.80
08/10/2023	Bill	Standard Insurance	Short Term Disability	577.30
08/10/2023	Bill	Principal Financial Group	Employee Insurance- Heuer	109.99
08/14/2023	Expense	P.E.R.S.	EE PERS IAP Contrib	14,893.73
08/16/2023	Journal Entry		Record voided check to M Maginn	-143.33
08/28/2023	Bill	Tualatin Valley Fire Fighters Union	August Union Dues	2,651.18
08/28/2023	Bill	Maginn, Mike	reissued check for Feb OT after cut-off	143.33
08/28/2023	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
08/28/2023	Bill	Inroads Credit Union	August food fund	940.00
08/28/2023	Bill	HRA VEBA Trust	EE Contributions August	2,941.00
08/31/2023	Expense	Paychex - tax	EE Payroll Tax WH	73,982.76
08/31/2023	Expense	Voya - Oregon Savings Growth Plan	Aug OSGP Contributions	22,324.38
08/31/2023	Expense	Voya - Oregon Savings Growth Plan	Aug loan repayment	129.80
08/31/2023	Expense	Paychex Check	Contract payment	1,191.00
08/31/2023	Expense	Paychex Payroll	ShiftDf- Acting Lt. Pay	78.56
08/31/2023	Expense	Paychex Payroll	Deferred Compensation	8,820.92
08/31/2023	Expense	Paychex Payroll	FLSA - OT	13,993.28
08/31/2023	Expense	Paychex Payroll	Incentives	2,013.99
08/31/2023	Expense	Paychex Payroll	Longevity	1,192.56
08/31/2023	Expense	Paychex Payroll	Phone pay	100.00
08/31/2023	Expense	Paychex Payroll	OT	43,201.84
08/31/2023	Expense	Paychex Payroll	Balance of Net Pay	86,999.04
Total for 560 Personnel Salaries				\$298,732.41
570 SocSec/Medicare(FICA)				
08/31/2023	Expense	Paychex - tax	ER Payroll Taxes	21,810.10
Total for 570 SocSec/Medicare(FICA)				\$21,810.10
580 Volunteer Services				
08/10/2023	Bill	Greisen, Michael S.	July & Aug cell phone use	68.00
08/10/2023	Bill	Greenup, Cade	July & Aug cell phone use	68.00
08/28/2023	Bill	Corporate Security Services, Inc.	Background check Lopez	146.50
08/28/2023	Bill	Corporate Security Services, Inc.	Background check Teeter	181.50
Total for 580 Volunteer Services				\$464.00
590 Personnel Benefits				
08/14/2023	Expense	P.E.R.S.	ER Pension PERS Contrib	69,048.14
Total for 590 Personnel Benefits				\$69,048.14
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$447,070.13
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
08/28/2023	Bill	Clackamas County Fire District #1	Bedrock Conflag personnel & apparatus charges	59,039.02
Total for 670 Contract Services				\$59,039.02
680 Communications Maintenance				
08/07/2023	Expense	BK Technologies	Antennae & programming fees	492.08

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 680 Communications Maintenance				\$492.08
720 Public Fire Services				
08/28/2023	Bill	National Fire Protection Agency	National Fire Codes Subscription	1,725.00
Total for 720 Public Fire Services				\$1,725.00
750 Maintenance on Equipment				
08/03/2023	Expense	O'Reilly Auto Parts	Rosenbauer headlight upgrade	95.49
08/06/2023	Expense	Shell Oil	Conflag fuel C-43	96.96
08/06/2023	Expense	Shell Oil	Conflag fuel S432	121.57
08/08/2023	Expense	Amazon	3 AC port plugs; 1 car battery charger	128.87
08/08/2023	Expense	Chevron	Conflag fuel REM 31 & S432	129.03
08/09/2023	Expense	Chevron	Conflag fuel S432	81.79
08/09/2023	Expense	Chevron	Conflag fuel C-43	95.60
08/10/2023	Bill	Wilcox & Flegel	Midgrade Unleaded 179.2 Gal @ \$4.00279	786.56
08/10/2023	Bill	Wilcox & Flegel	100.7 Gal Bio-diesel @ \$3.72612	375.90
08/10/2023	Bill	Sunset Auto Parts	Blow gun	18.99
08/10/2023	Bill	Pro Automotive & Diesel	2005 Suburban, Oil Change, Cabin Filter Labor	75.00
08/10/2023	Bill	Pro Automotive & Diesel	2005 Suburban, Oil Change, Cabin Filter Parts	10.00
08/10/2023	Bill	Sunset Auto Parts	lift jack & case REMS trailer	118.48
08/10/2023	Bill	Sunset Auto Parts	nuts, bolts, washers REMS trailer	10.54
08/10/2023	Bill	Ace Hardware - Scappoose	Fasteners & bolts for REMS trailer	33.49
08/10/2023	Bill	Les Schwab Tires	3 Tires, stems, and spoke REMS trailer	611.28
08/10/2023	Bill	Ace Hardware - Scappoose	Fasteners, sledge, angle alum for REMS trailer	138.83
08/10/2023	Bill	Sunset Auto Parts	AP 3105 Primer Repair	82.64
08/10/2023	Expense	Chevron	Conflag fuel REM 31 & S432	113.68
08/11/2023	Expense	Amazon	10 gauge fuse/holder	33.97
08/11/2023	Expense	Chevron	Conflag fuel REM 31 & S432	95.56
08/12/2023	Expense	58 Market	Conflag fuel S432	111.04
08/12/2023	Expense	Chevron	Conflag fuel REM 31 & S432	86.33
08/14/2023	Expense	Chevron	Conflag fuel REM 31 & S432	126.06
08/15/2023	Expense	Rocket	Conflag fuel S432	95.98
08/16/2023	Expense	Chevron	Conflag fuel S432	68.64
08/16/2023	Expense	Columbia River Motorsports	5w-50 Oil	51.26
08/18/2023	Expense	On the Way Market	Conflag fuel S432 & REMS 31	102.55
08/20/2023	Expense	Shell	Conflag fuel S432	62.03
08/23/2023	Expense	Amazon	Side door radio speaker -Suburban	98.12
08/23/2023	Expense	Amazon	Side door radio speaker -Suburban	206.29
08/28/2023	Bill	Columbia Feed & Supply	Brush 436 Pump repair parts & labor	24.50
08/28/2023	Bill	Sunset Auto Parts	5 - DEF fluid	94.95
08/28/2023	Bill	Superior Tire Service	2 Tires - 245/75 @\$202.75 plus stems & mounts	471.04
08/28/2023	Bill	Pro Automotive & Diesel	2015 GMC Shocks/tire mounts/oil change parts	1,840.51
08/28/2023	Bill	Pro Automotive & Diesel	2015 GMC Shocks/tire mounts/oil change labor	1,027.50
08/28/2023	Bill	Wilcox & Flegel	410 Gal Bio-diesel @ \$3.97600	1,632.93
08/28/2023	Bill	Sunset Auto Parts	Fuse and fuse kit REMS 31	28.35
08/28/2023	Bill	Sunset Auto Parts	5W30 oil	19.98
08/28/2023	Bill	Pro Automotive & Diesel	Tire fees	24.00
08/28/2023	Bill	Pro Automotive & Diesel	2006 Jeep transmission replacement - labor charges	5,444.00
08/28/2023	Bill	Ace Hardware - Scappoose	AP 3208 Power Repair extension cord	34.99
08/28/2023	Bill	Sunset Auto Parts	12 Qts 5W30 oil	119.88
08/28/2023	Bill	Sunset Auto Parts	Circuit Breaker and fuses- AP3208	56.97

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 750 Maintenance on Equipment				\$15,082.13
760 Administration				
08/01/2023	Expense	Amazon	Multi cord charging cables	13.29
08/06/2023	Expense	Fred Meyer	Fire crew meal	126.73
08/06/2023	Expense	Fred Meyer	Fire crew meal	192.47
08/07/2023	Expense	Fultano's Pizza	FIT team lunch 8/7/23	59.98
08/08/2023	Expense	Roadrunner Gas	FIT team supplies	17.10
08/08/2023	Expense	Fred Meyer	Water & Gatorade	83.93
08/08/2023	Expense	Scappoose Bagel	FIT team lunch	38.81
08/09/2023	Expense	Staples	Copy paper - 4 boxes	179.96
08/10/2023	Bill	COSTCO Wholesale	5 membership renewals	300.00
08/10/2023	Journal Entry		Record voided check #36609	-351.69
08/10/2023	Bill	A+ Engraving, LLC	nameplates & passports for Vols & Board Members	180.60
08/11/2023	Expense	Amazon	office supplies	19.67
08/14/2023	Expense	Flora Designs	Flowers for Katie Hales	60.00
08/14/2023	Expense	Flora Designs	Flowers for Sandra Hales	60.00
08/14/2023	Expense	US Bank	Analysis Service Charge	16.95
08/14/2023	Expense	Flora Designs	Flowers for Mary Hales	60.00
08/14/2023	Expense	Firms App Ltd	monthly renewal	6.62
08/17/2023	Expense	Amazon	3 Wall clocks	74.85
08/21/2023	Expense	Amazon	color coded labels	13.44
08/21/2023	Expense	Dutch Brothers	Member outreach/recognition	250.00
08/21/2023	Expense	Scappoose Dairy Queen	Staff recognition/retention	250.00
08/28/2023	Bill	Pacific Office Automation, Inc.	August B/W copies	57.98
08/28/2023	Bill	Pacific Office Automation, Inc.	3574 Color copies @ .10095 each	360.80
08/28/2023	Bill	252-OF230004629	Insurance pymt reimbursement per SDW	120.84
08/28/2023	Bill	252-OF230002554	Insurance pymt reimbursement per SDW	904.82
08/28/2023	Bill	252-OF230000655	Insurance pymt reimbursement per SDW	572.26
08/28/2023	Bill	Booth, Brandon	Mileage to Bedrock Fire/parts run 304.5 miles@305.4	200.04
08/31/2023	Expense		Service Charge	0.05
08/31/2023	Expense	Paychex Invoice	payroll processing invoice	225.25
Total for 760 Administration				\$4,094.75
765 Information Technology				
08/01/2023	Expense	Apple Inc.	monthly storage	2.99
08/03/2023	Expense	JAMF Software, LLC	monthly subscription	192.00
08/06/2023	Expense	SPOT	Spot GPS tracker	119.40
08/08/2023	Expense	Avenza Map Pro	Annual renewal 7 subscriptions	918.68
08/10/2023	Bill	Verizon Wireless	Machine to Machine	7.87
08/10/2023	Bill	Centerlogic, Inc.	2 hrs @ \$115/hr	230.00
08/10/2023	Bill	Kleinberg Tech	July Report	210.00
08/10/2023	Bill	Centerlogic, Inc.	Monthly billing August 2023	1,696.50
08/18/2023	Expense	CenturyLink	Main Station back-up	60.00
08/18/2023	Expense	CenturyLink	Holbrook modem	75.00
08/22/2023	Expense	Intuit Quickbooks	QB Online monthly fee	90.00
08/28/2023	Bill	Spectrum VoIP	VOIP monthly charge	29.78
08/28/2023	Bill	City of Portland	800 MHZ access August	166.71
08/28/2023	Bill	Verizon Wireless	iPhone & iPads	576.26
08/28/2023	Bill	Centerlogic, Inc.	3.5 hrs @ \$115/hr	402.50
08/28/2023	Bill	Comcast Business	Main station IT	253.85
08/28/2023	Bill	AT&T Mobility	August charges - phones, iPads	822.33
08/28/2023	Bill	CenturyLink	Chapman Internet	83.75

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 765 Information Technology				\$5,937.62
775 Emerg. Operating Supplies				
08/01/2023	Expense	Amazon	ER14335 AA batteries lithium	22.32
08/01/2023	Expense	Charles H Day Co.	8 ft quick lock cord	33.25
08/02/2023	Expense	Amazon	Electrolyte Powder packets	28.07
08/02/2023	Expense	Grocery Outlet	Water	38.34
08/02/2023	Expense	Amazon	Electrolyte Powder packets	28.08
08/08/2023	Expense	Grocery Outlet	Water & Gatorade	103.44
08/10/2023	Bill	Life Safety Corp.	Gas monitor supplies	441.65
08/15/2023	Expense	Charles H Day Co.	Sure tape, angled cutter	119.01
08/16/2023	Expense	Charles H Day Co.	Sawzalls, blades, battery, charger	1,239.15
08/28/2023	Bill	Ace Hardware - Scappoose	Tools for REM 31	748.39
08/28/2023	Bill	Life Safety Corp.	Gas monitor supplies	261.25
08/28/2023	Bill	Ace Hardware - Scappoose	Fire Extinguisher REM 31	26.99
08/28/2023	Bill	Ace Hardware - Scappoose	Hardware for patient extrication	10.36
Total for 775 Emerg. Operating Supplies				\$3,100.30
780 Building & Grounds Maint.				
08/10/2023	Bill	Paramount Pest Control Inc.	Chapman pest control	110.00
08/10/2023	Bill	Point Monitor	annual fire alarm test	718.00
08/10/2023	Bill	Paramount Pest Control Inc.	Main Station pest control	89.00
08/10/2023	Bill	Crow Water Systems	Service Call - irrigation leak	160.00
08/10/2023	Bill	Point Monitor	online report fee	34.00
08/10/2023	Bill	Aloha Overhead Door	Replace springs	998.00
08/28/2023	Bill	Alonzo Yard Maintenance LLC	Holbrook Station August	200.00
08/28/2023	Bill	SME Solutions LLC	Labor & Travel fuel pump service on 8/4/23	322.25
08/28/2023	Bill	Alonzo Yard Maintenance LLC	Chapman Station August	200.00
Total for 780 Building & Grounds Maint.				\$2,831.25
790 Training				
08/07/2023	Expense	MHEC, Inc.	Escaping Violence Class	104.93
08/10/2023	Bill	Miguel Bautista	NFPA Conference Lodging & 4 Lyft charges reimburse	532.10
08/15/2023	Expense	Crisis Medicine LLC	complete TC2 in-person training-Curio	1,500.00
08/21/2023	Expense	D.P.S.S.T.	Fingerprint fee for Nyland & Greenup	92.50
Total for 790 Training				\$2,229.53
810 Utilities				
08/10/2023	Bill	P.G.E.	Cleetwood	136.28
08/10/2023	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	47.65
08/10/2023	Bill	Graybar Financial Services	Voip phones	299.25
08/10/2023	Bill	Comcast	Xfinity - Acct 0162514	29.81
08/10/2023	Bill	Waste Management of Oregon, Inc.	July garbage/recycling	136.67
08/28/2023	Bill	City of Scappoose	Water & Sewer charges	566.44
08/28/2023	Bill	City of Scappoose	Base meter charge	40.29
08/28/2023	Bill	CRPUD	Boathouse Electricity	38.67
08/28/2023	Bill	CRPUD	Main Station Electricity	790.77
08/28/2023	Bill	CenturyLink	Main Station Fax	60.63
08/28/2023	Bill	CenturyLink	Chapman Phone	61.13
08/28/2023	Expense	W.O.E.C.	Acct 13045001 - August billing	279.40
08/28/2023	Bill	Comcast	Xfinity - Acct 0162514	29.81

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 810 Utilities				\$2,516.80
870 EMS Operations				
08/10/2023	Bill	EMS Technology Solutions, LLC	Inventory Asset Management Licenses	185.00
08/10/2023	Bill	Life-Assist, Inc.	EMS Medications	102.20
08/10/2023	Bill	Airgas - USA, LLC	Standard Invoice	158.85
08/10/2023	Bill	Airgas - USA, LLC	Cylinder Rental	224.97
08/10/2023	Bill	EMS Technology Solutions, LLC	Fleet Management License	120.00
08/10/2023	Bill	Life-Assist, Inc.	EMS Medications	114.30
08/10/2023	Bill	Life-Assist, Inc.	EMS Supplies	464.44
08/10/2023	Bill	Airgas - USA, LLC	Standard Invoice	61.80
08/10/2023	Bill	Airgas - USA, LLC	Standard Invoice	231.20
08/14/2023	Bill	Sasek, Dean MD	Physician Advisor - July-Aug 2023	1,383.34
08/28/2023	Bill	Life-Assist, Inc.	EMS Supplies/Equipment	2,032.18
08/28/2023	Bill	Life-Assist, Inc.	EMS Medications	934.89
08/28/2023	Bill	Bound Tree Corp.	Cyanokit	1,114.56
08/28/2023	Bill	Life-Assist, Inc.	EMS Supplies/Equipment	171.51
08/28/2023	Bill	Life-Assist, Inc.	EMS Medications	108.96
08/28/2023	Bill	Systems Design West (SDW)	101 EMS Billing for July @ 23.50	2,483.06
08/28/2023	Bill	Airgas - USA, LLC	Standard Invoice	249.75
Total for 870 EMS Operations				\$10,141.01
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$107,189.49
Total for 1...				\$554,259.62
Total for 1..GENERAL FUND EXPENDITURES				\$554,259.62
Unapplied Cash Bill Payment Expense				
08/28/2023	Bill	US Bank	Aug CC charges	-10,073.30
08/28/2023	Bill	US Bank	8-28-23	240.91
08/28/2023	Bill	US Bank	8-28-23	2,978.09
08/28/2023	Bill	US Bank	8-28-23	2,312.12
08/28/2023	Bill	US Bank	8-28-23	4,539.19
08/28/2023	Bill	US Bank	8-28-23	2.99
Total for Unapplied Cash Bill Payment Expense				\$0.00
Total for Expenses				\$554,259.62
Net Income				\$ -455,344.16

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	2,855,478.01	2,637,811.00	217,667.01	108.25 %
Conflagration		30,000.00	-30,000.00	
EMS Receipts	173,047.07	720,000.00	-546,952.93	24.03 %
Fire Marshal	1,660.04	1,000.00	660.04	166.00 %
FireMed	1,260.00	20,000.00	-18,740.00	6.30 %
G.E.M.T. (Medicaid)		125,000.00	-125,000.00	
Gas Royalties		1,000.00	-1,000.00	
Grant Awards	46,950.00	169,000.00	-122,050.00	27.78 %
Interest Earned on Investments	17,917.02	50,000.00	-32,082.98	35.83 %
Miscellaneous Revenue	7,921.25	20,000.00	-12,078.75	39.61 %
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	
Total Taxes - Current		4,436,217.00	-4,436,217.00	
Taxes - Prior Years	49,806.32	105,000.00	-55,193.68	47.43 %
Total Property Taxes	49,806.32	4,541,217.00	-4,491,410.68	1.10 %
Total 1. GENERAL FUND REVENUES	3,154,039.71	8,315,028.00	-5,160,988.29	37.93 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	51,253.41	51,016.00	237.41	100.47 %
Grant Award		352,850.00	-352,850.00	
Total 2. GRANT FUND REVENUE	51,253.41	403,866.00	-352,612.59	12.69 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	395,222.38	460,367.00	-65,144.62	85.85 %
Grant Income		398,000.00	-398,000.00	
Interest Earned on Investments	2,603.98	4,000.00	-1,396.02	65.10 %
Transfers In		454,969.00	-454,969.00	
Total 3. PROPERTY FUND REVENUES	397,826.36	1,317,336.00	-919,509.64	30.20 %
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	1,363.58	3,000.00	-1,636.42	45.45 %
Total 4. PERSONNEL SVCS FUND REVEN	208,323.07	207,412.00	911.07	100.44 %
Total Income	\$3,811,442.55	\$10,243,642.00	\$ -6,432,199.45	37.21 %
GROSS PROFIT	\$3,811,442.55	\$10,243,642.00	\$ -6,432,199.45	37.21 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	114,095.07	814,258.00	-700,162.93	14.01 %
560 Personnel Salaries	517,559.90	3,206,660.00	-2,689,100.10	16.14 %

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)	40,735.32	254,986.00	-214,250.68	15.98 %
580 Volunteer Services	636.72	20,000.00	-19,363.28	3.18 %
590 Personnel Benefits	130,619.52	1,047,055.00	-916,435.48	12.47 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	803,646.53	5,342,959.00	-4,539,312.47	15.04 %
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	2,083.92	15,000.00	-12,916.08	13.89 %
730 Property & Liability Insur.		80,000.00	-80,000.00	
740 Uniforms	1,481.58	20,000.00	-18,518.42	7.41 %
750 Maintenance on Equipment	22,371.64	140,000.00	-117,628.36	15.98 %
760 Administration	8,971.30	60,000.00	-51,028.70	14.95 %
765 Information Technology	20,299.80	115,000.00	-94,700.20	17.65 %
770 Cleaning Materials & Supplies	396.30	5,500.00	-5,103.70	7.21 %
775 Emerg. Operating Supplies	3,281.22	100,000.00	-96,718.78	3.28 %
780 Building & Grounds Maint.	4,630.25	82,000.00	-77,369.75	5.65 %
790 Training	9,063.81	112,345.00	-103,281.19	8.07 %
810 Utilities	5,204.05	45,000.00	-39,795.95	11.56 %
870 EMS Operations	23,973.01	117,500.00	-93,526.99	20.40 %
Total 1.2 GENERAL FUND MATERIAL & SVC	180,756.40	953,445.00	-772,688.60	18.96 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment		100,000.00	-100,000.00	
Total 1.3 GENERAL FUND CAPITL OUTLAY		100,000.00	-100,000.00	
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	
Total 1.4 GENERAL FUND DEBT		63,655.00	-63,655.00	
Total 1...	984,402.93	6,460,059.00	-5,475,656.07	15.24 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		454,969.00	-454,969.00	
Total 1.5 GENERAL FUND TRANSFER OUT		454,969.00	-454,969.00	
1.6 GENERAL FUND CONTINGENCY				
1.7 GENERAL RESERVED FOR FUTURE				
Total 1..GENERAL FUND EXPENDITURES	984,402.93	8,315,028.00	-7,330,625.07	11.84 %
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	
Total 2. GRANT FUND EXPENSE		403,866.00	-403,866.00	
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment		1,309,240.00	-1,309,240.00	
Miscellaneous Real Property		7,096.00	-7,096.00	

Scappoose Rural Fire Protection District

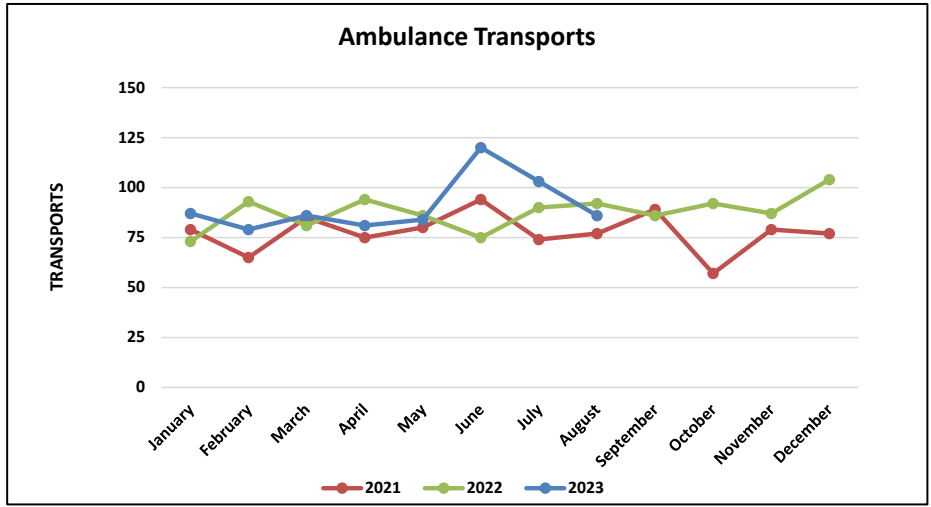
Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

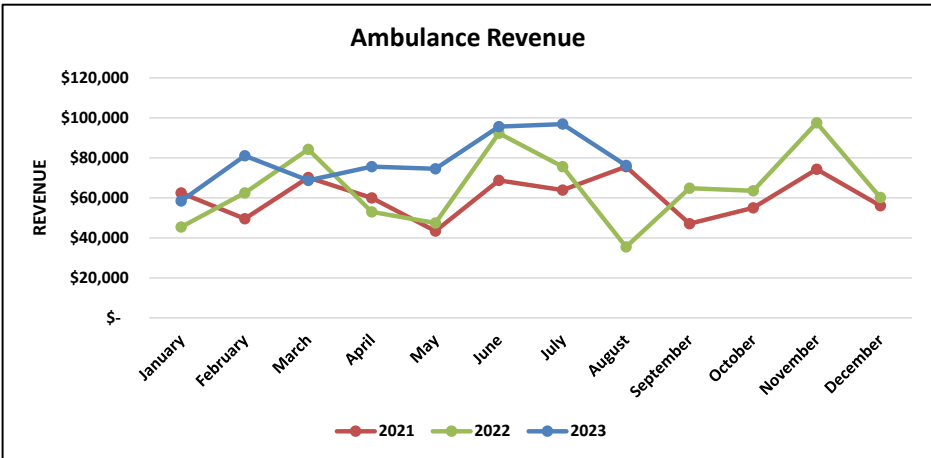
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Reserved for Future Expenses		1,000.00	-1,000.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY		1,317,336.00	-1,317,336.00	
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service		202,412.00	-202,412.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
Total 4. PERSONNEL SVC FUND EXPENSE		207,412.00	-207,412.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$984,402.93	\$10,243,642.00	\$ -9,259,239.07	9.61 %
NET OPERATING INCOME	\$2,827,039.62	\$0.00	\$2,827,039.62	0.00%
NET INCOME	\$2,827,039.62	\$0.00	\$2,827,039.62	0.00%

**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	
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	
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



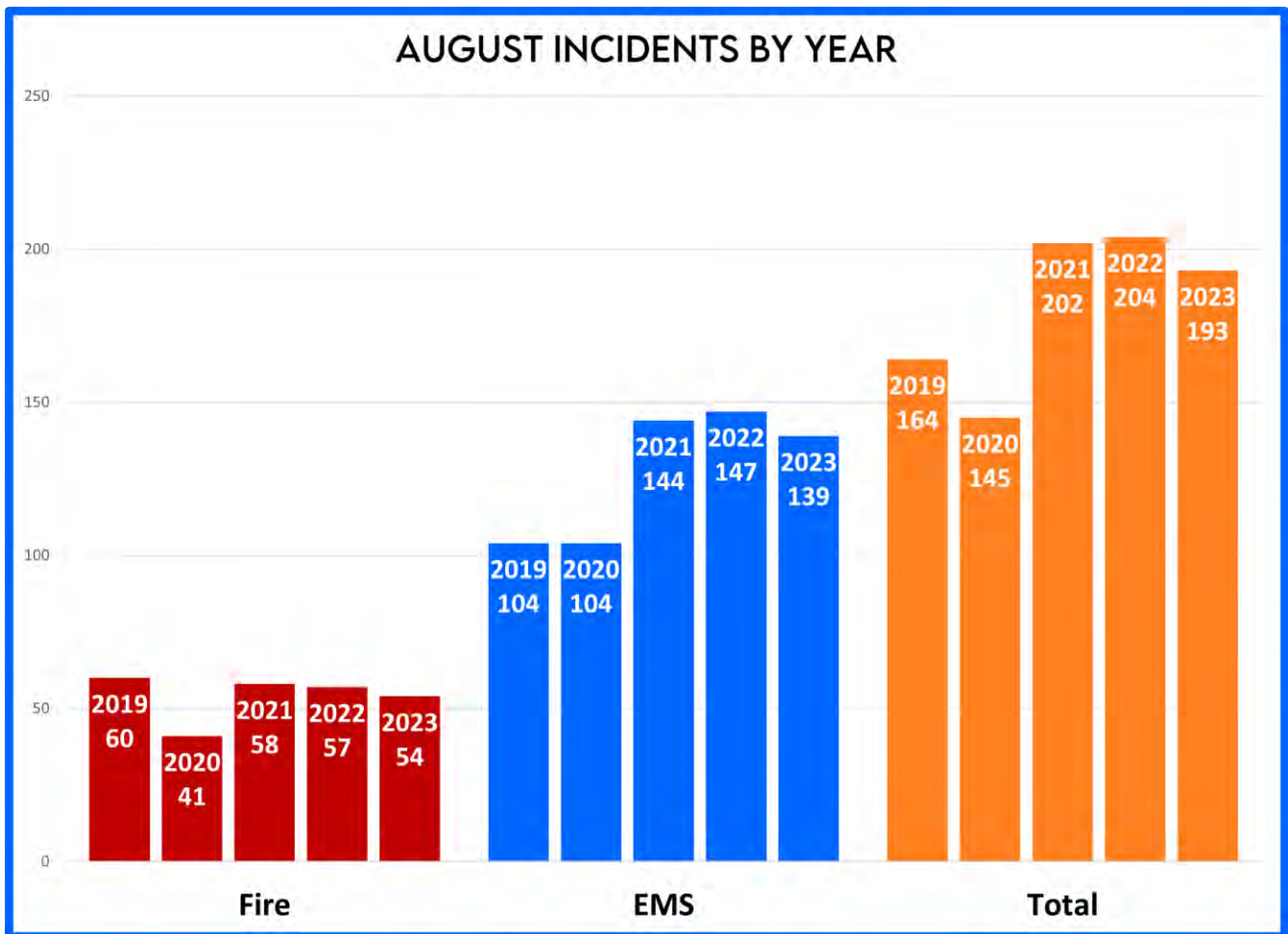
AUGUST 2023

OPERATIONS

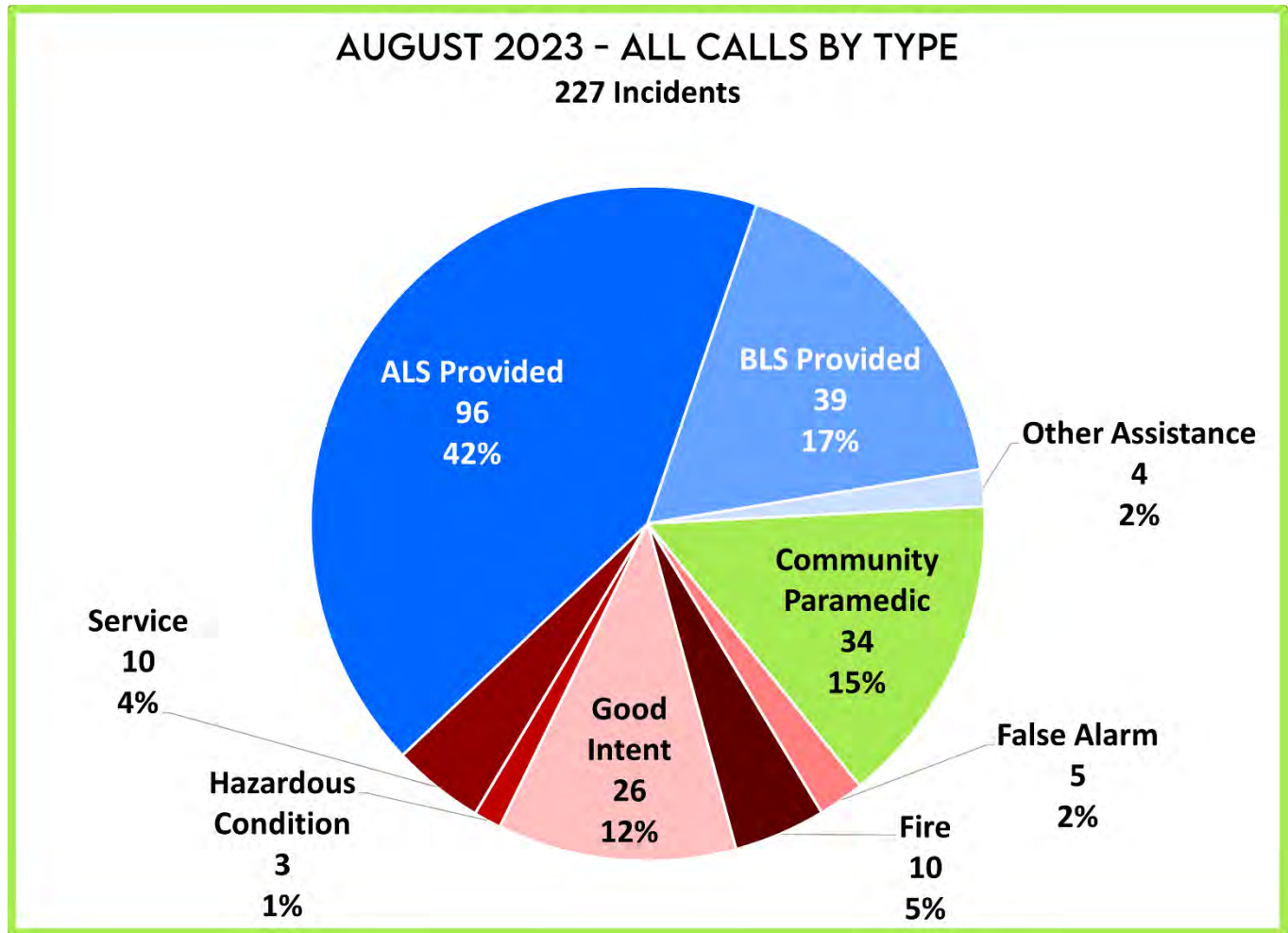
For the month of August, Scappoose Rural Fire Protection District responded to a total of **227** calls for service. This total includes **193** calls for service and **34** Community Paramedic responses. There was a total of **430** apparatus responses spending **322** hours and **2** minutes of time. EMS incidents accounted for **72%** of the call volume, while Fire incidents were **28%**. There were **139** EMS related calls for the month, including a total of **142** patients treated, with **90** of those transported to area hospitals. COVID-19 was suspected or confirmed in **0** patients.

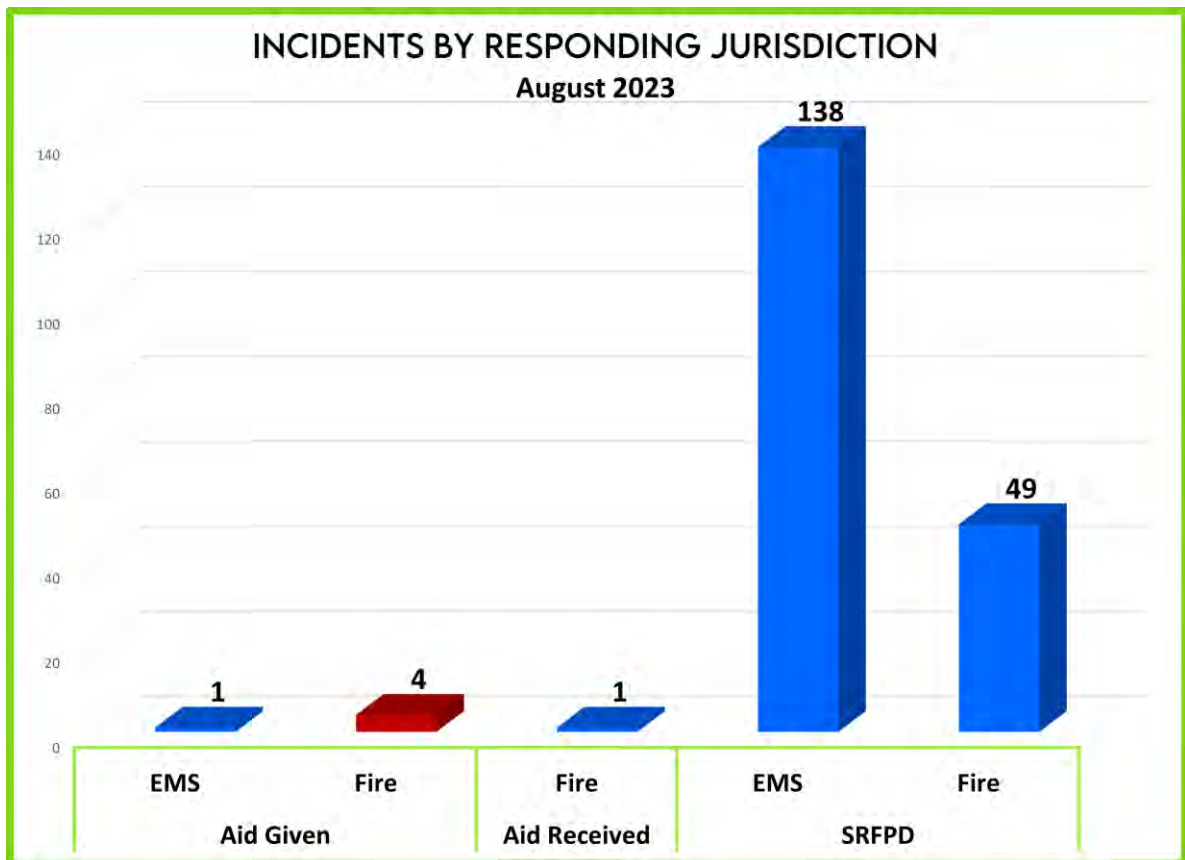
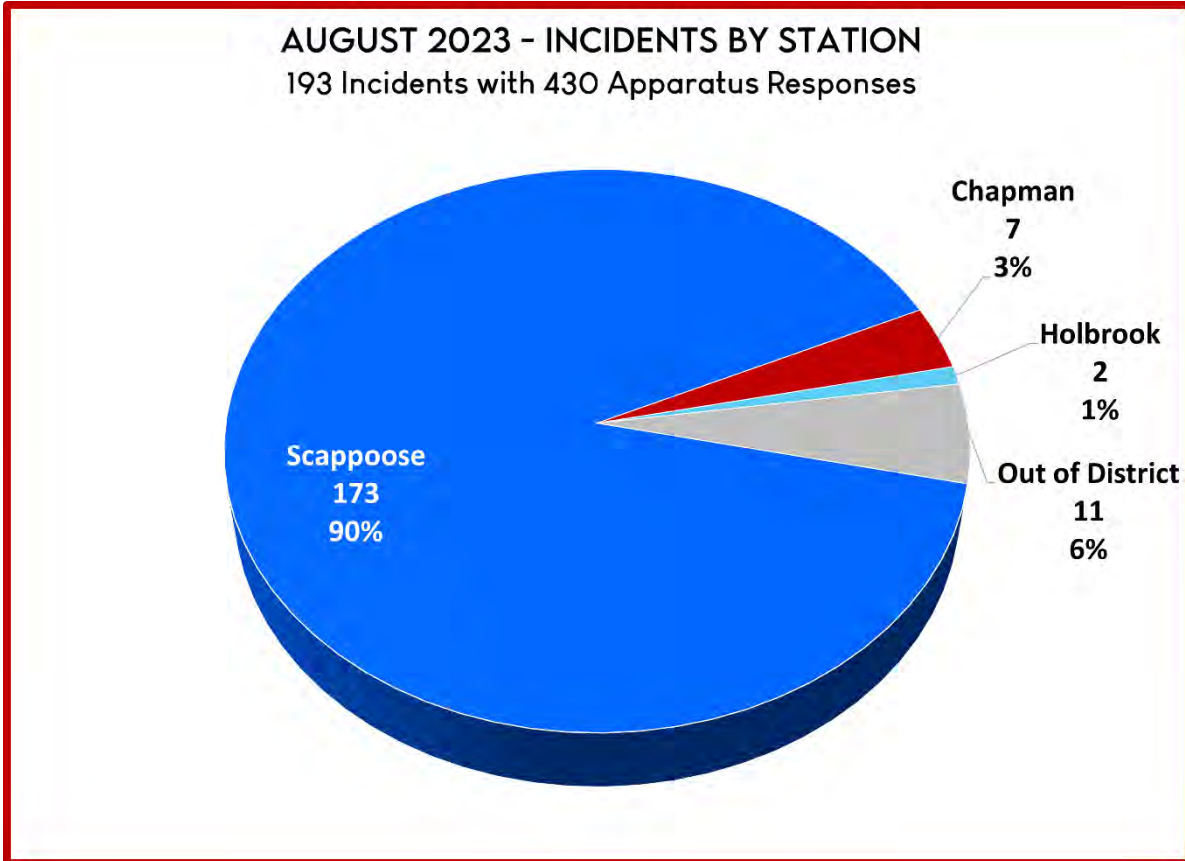
Approximately **48%** of the calls for service (**93** incidents) represent overlapping calls (at least one other call in progress). Approximately **26%** (**15** incidents) of the of the **58** incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There was **1** incident 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.

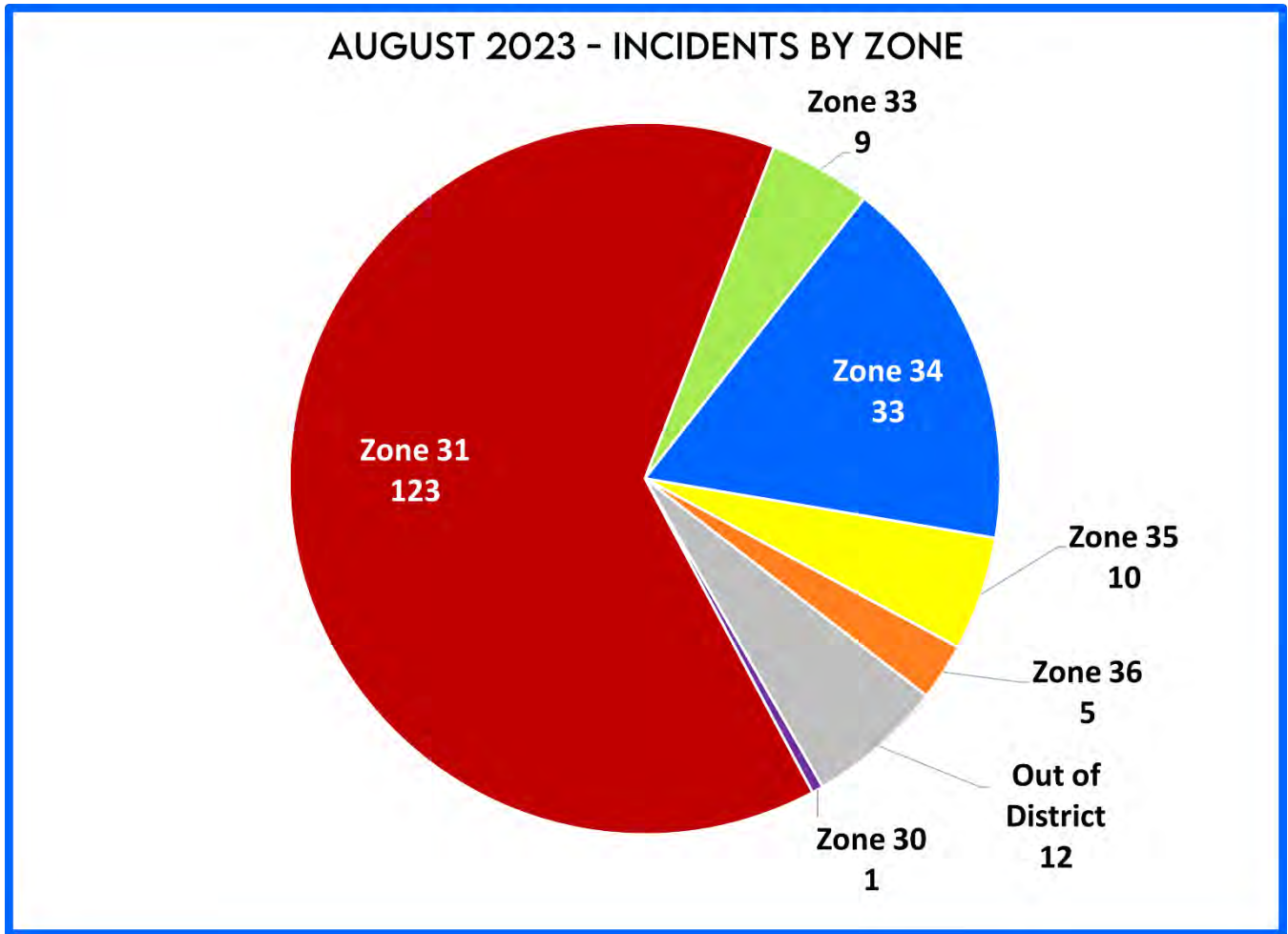
For the month of August, SRFD averaged **1.74** Fire calls per day and **4.48** EMS calls per day for an overall daily average of **6.23** calls per day. Total Fire & EMS incidents for the same month in 2022 was **204**. There were **5.39%** less calls this month compared to the same month last year.

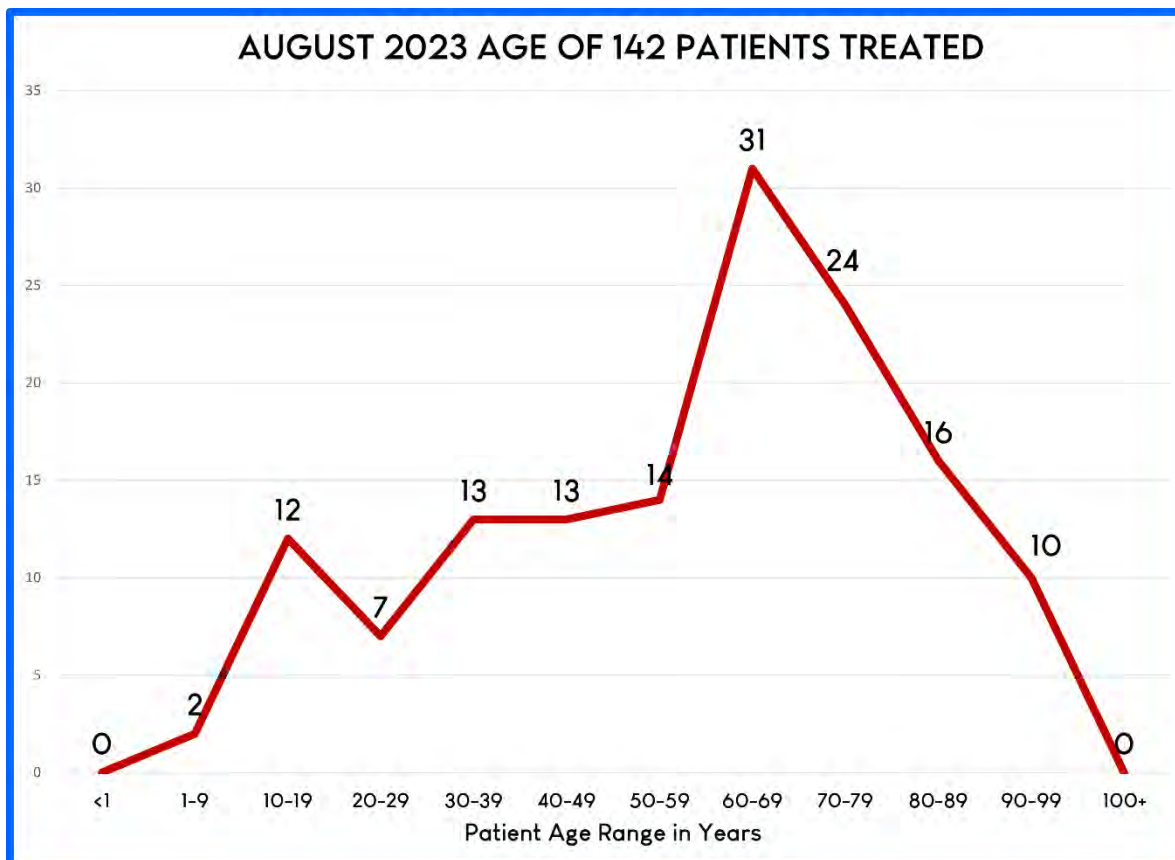
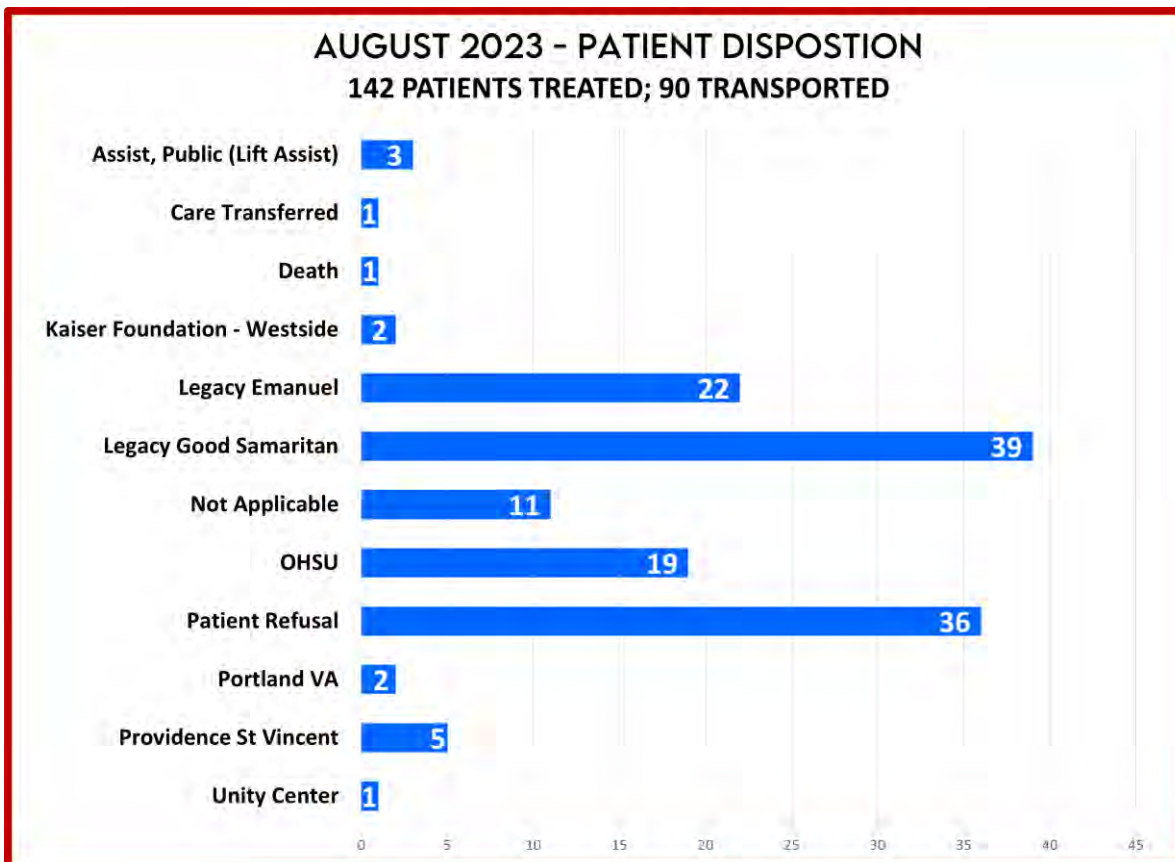


FIRE AND EMS CALL BREAKDOWN FOR AUGUST 2023

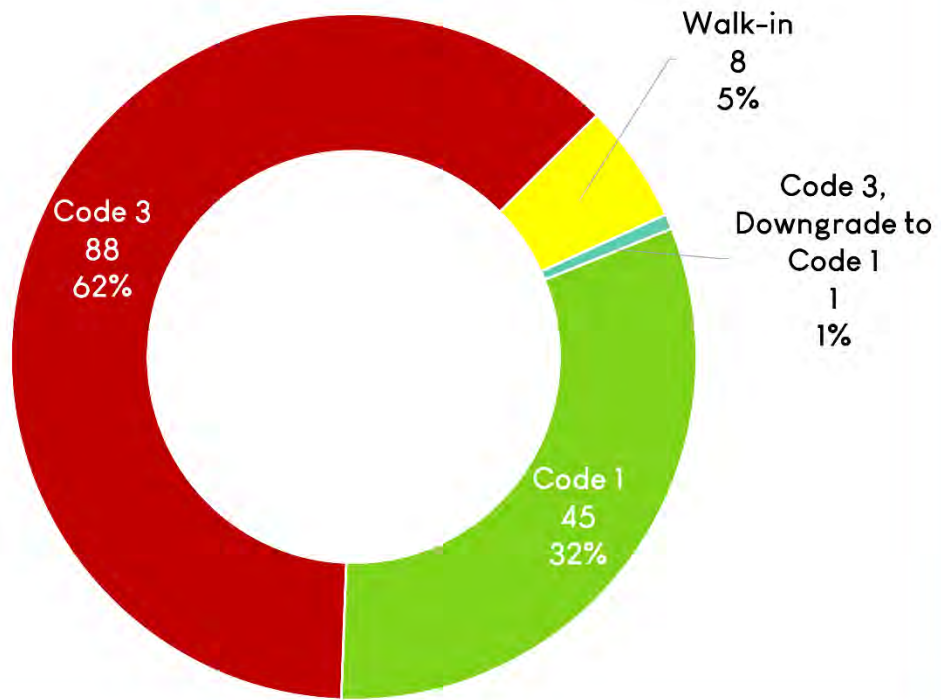




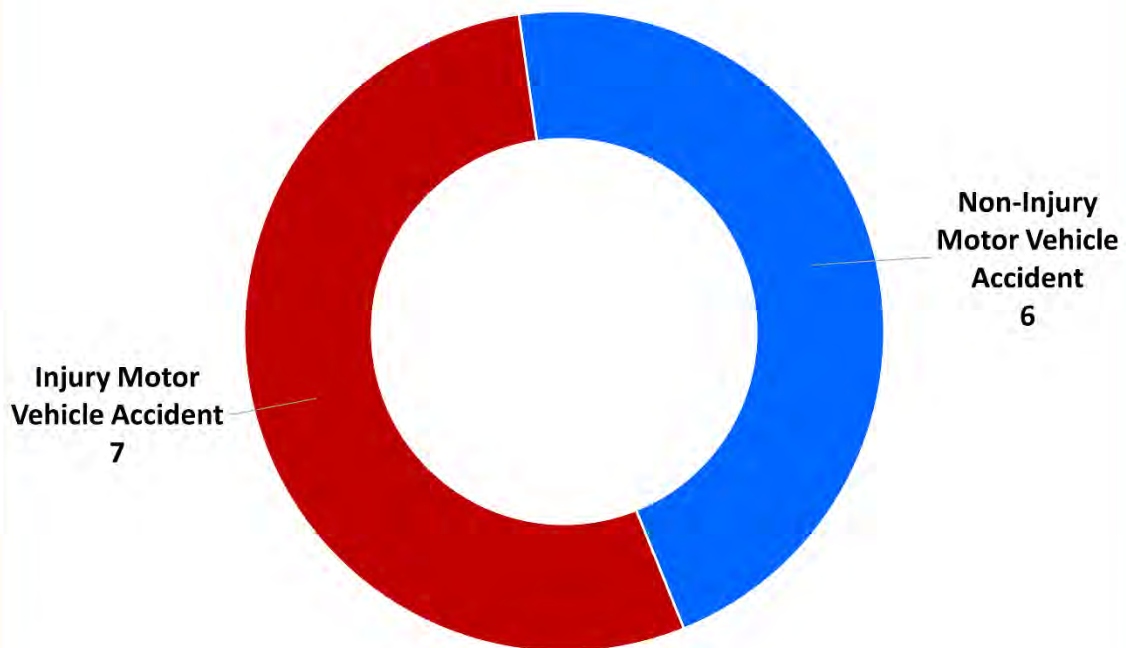




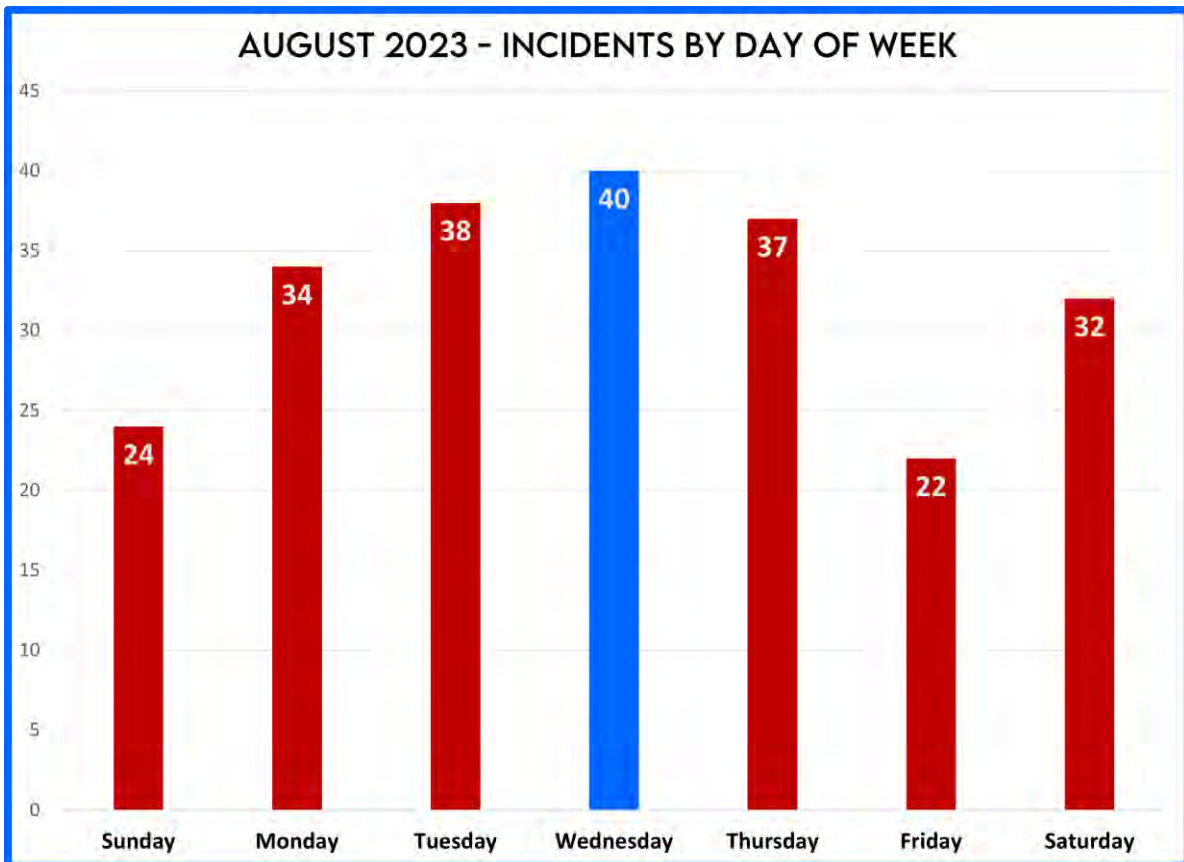
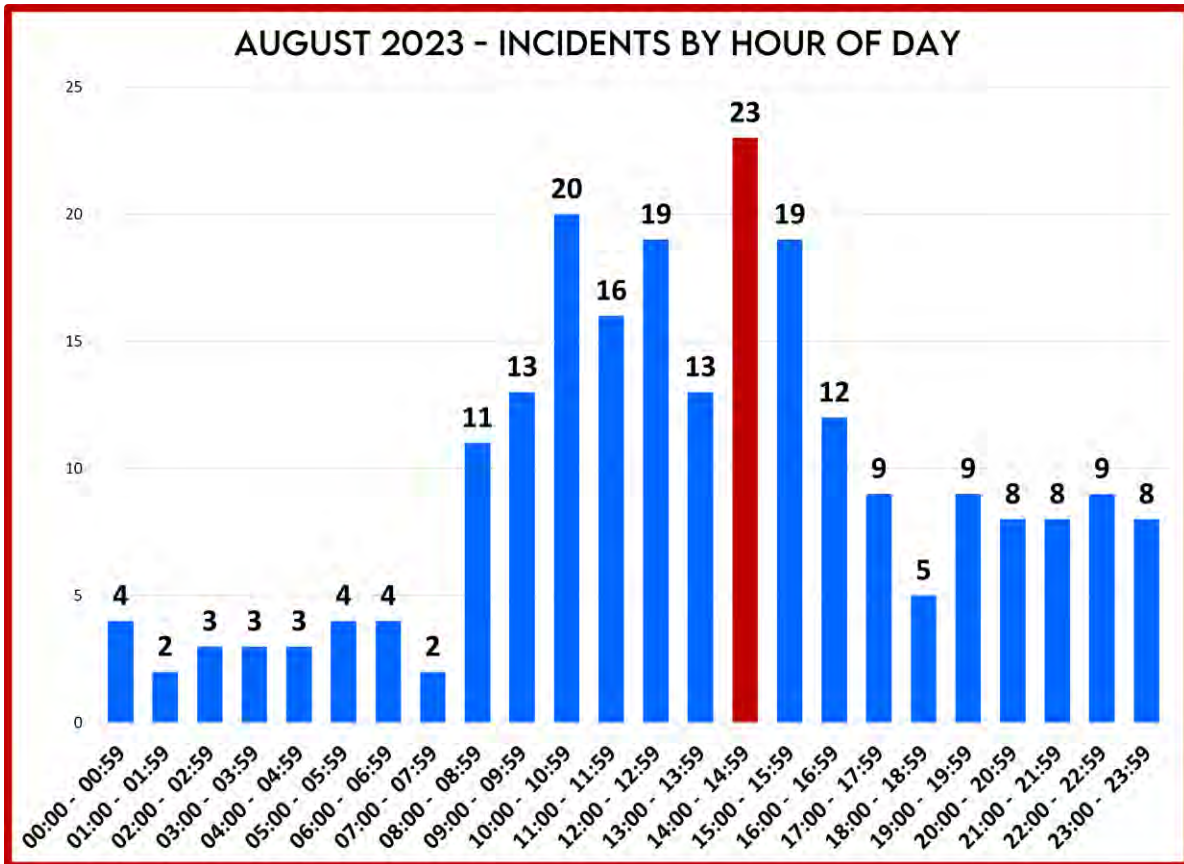
AUGUST 2023 - EMS RESPONSE MODE



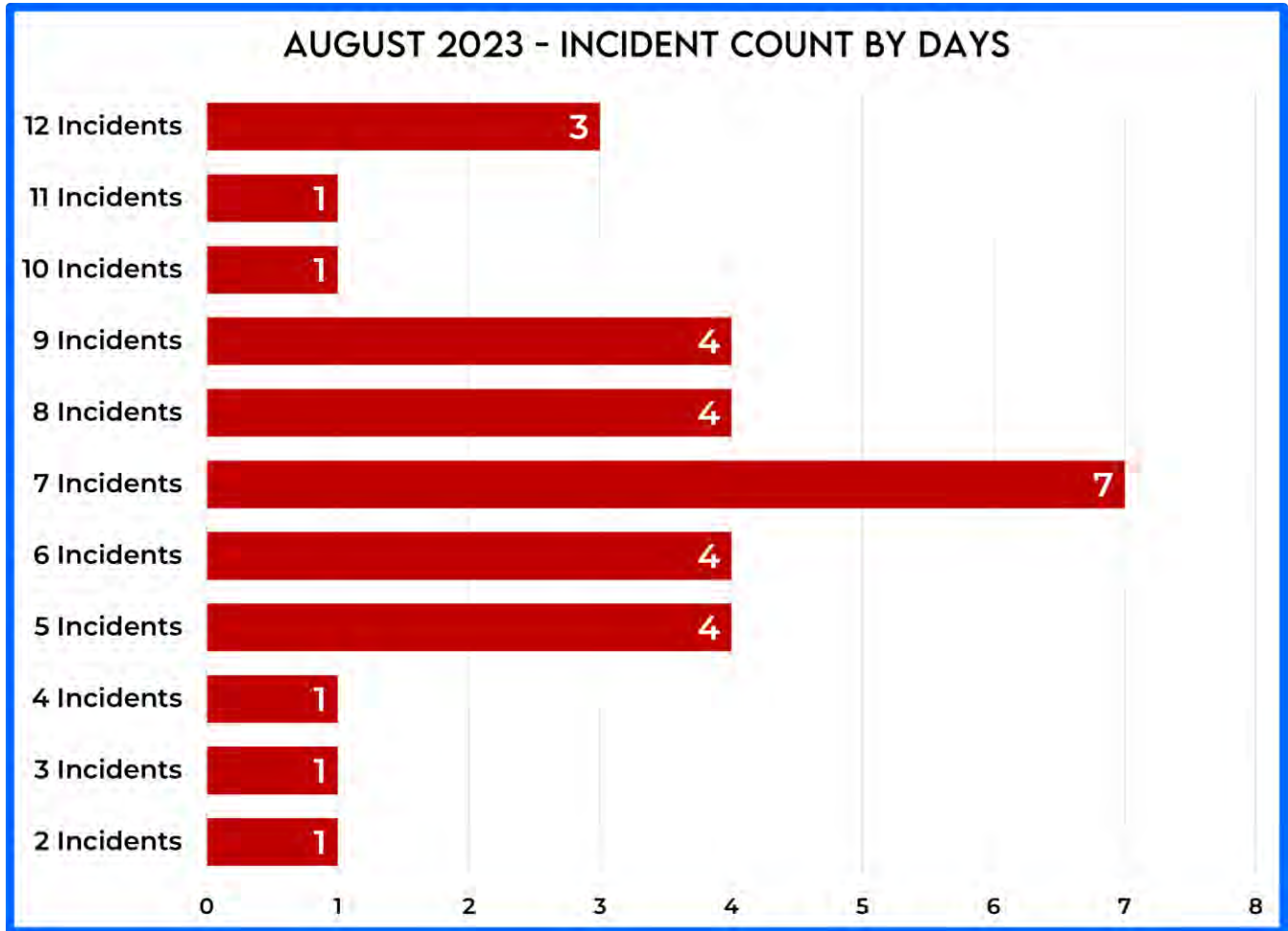
AUGUST 2023 - 13 MOTOR VEHICLE ACCIDENTS

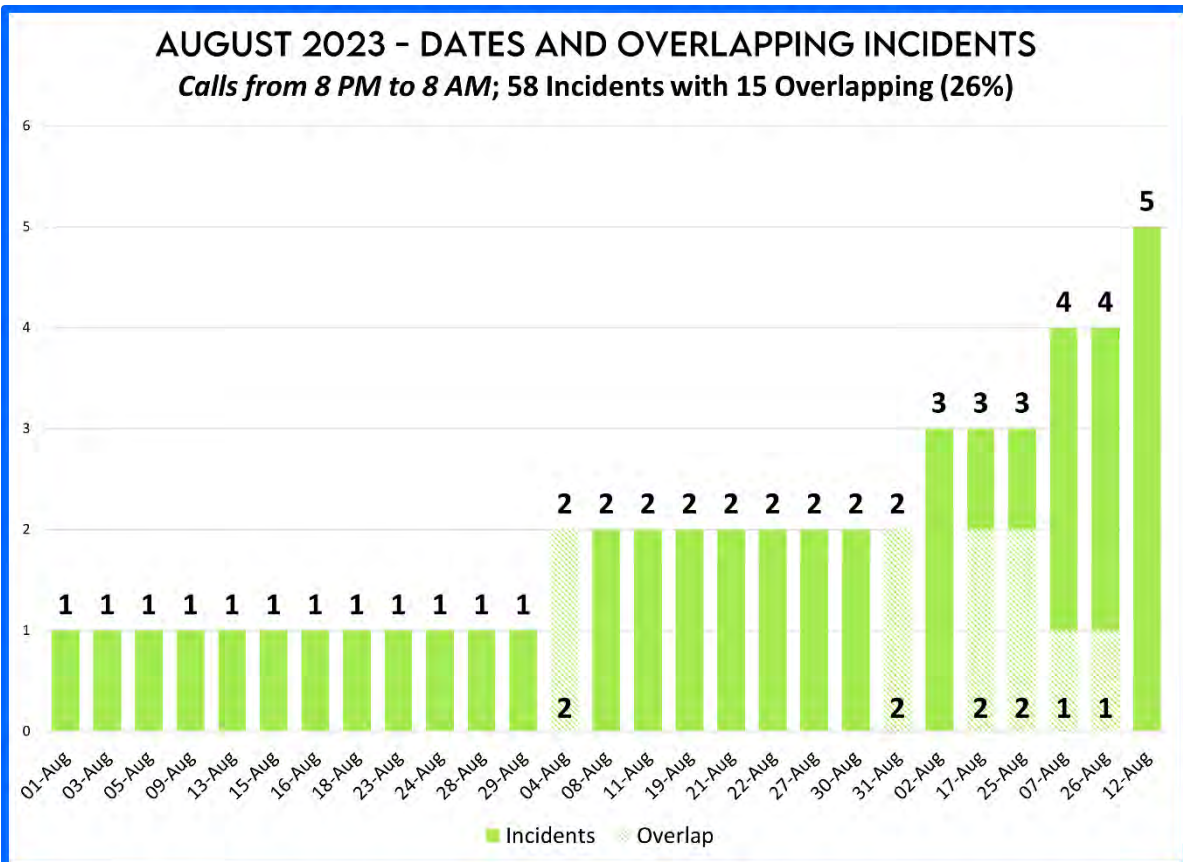
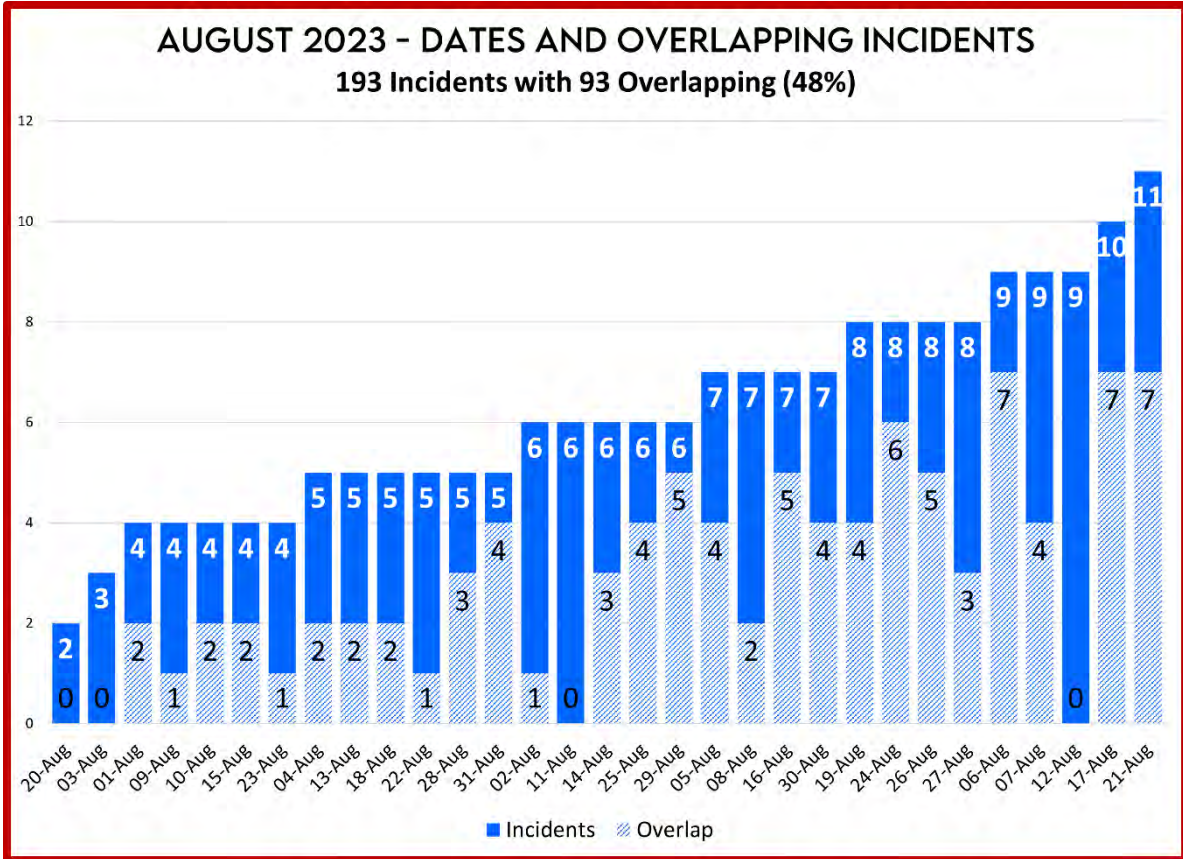


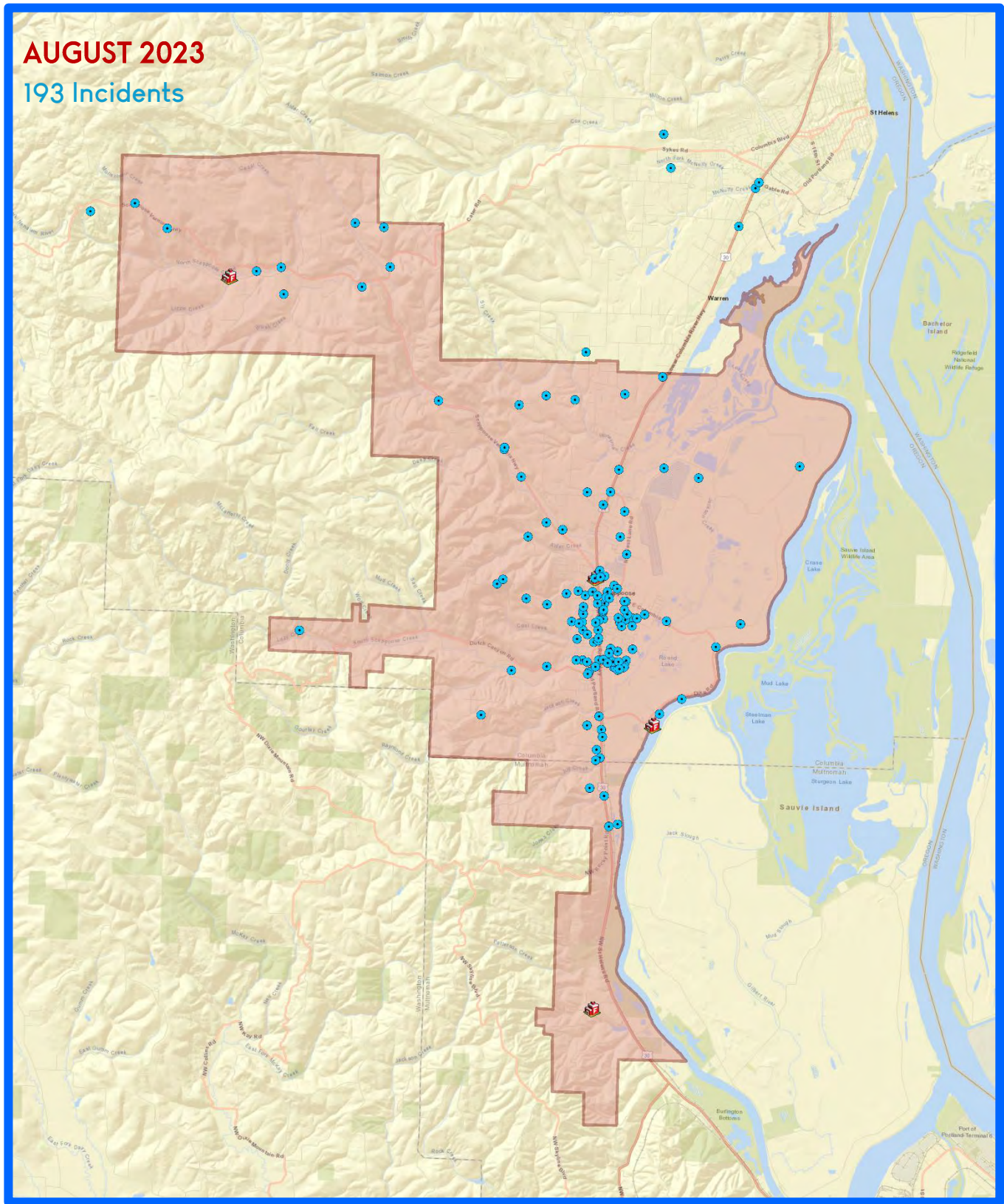
OPERATIONS



OPERATIONS

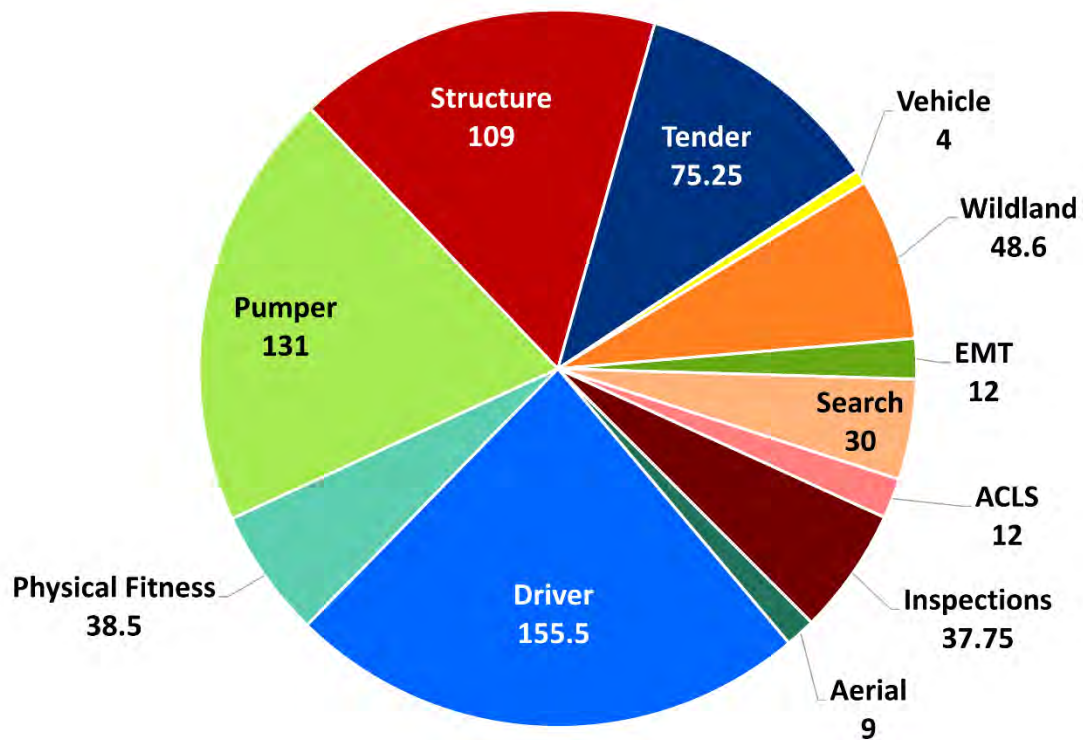




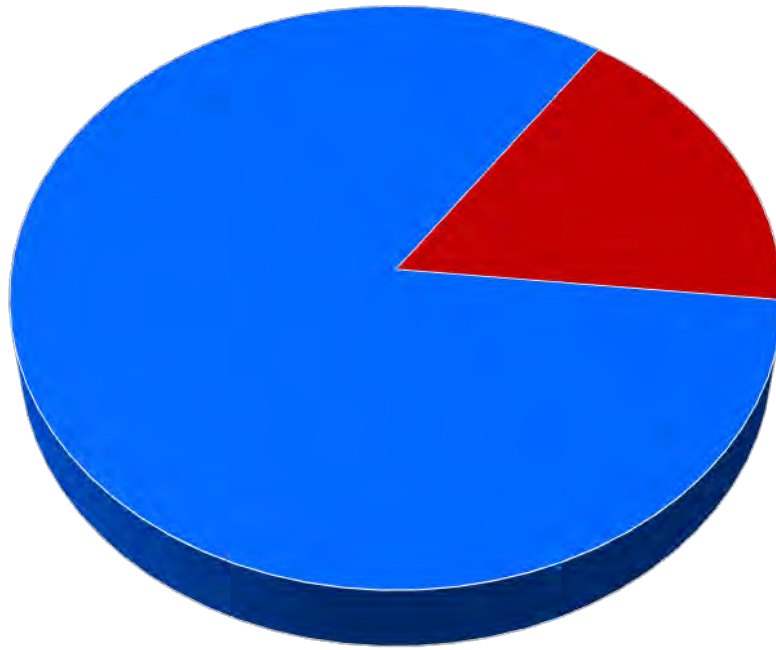


AUGUST 2023 - TRAINING HOURS BY SUB-CATEGORY

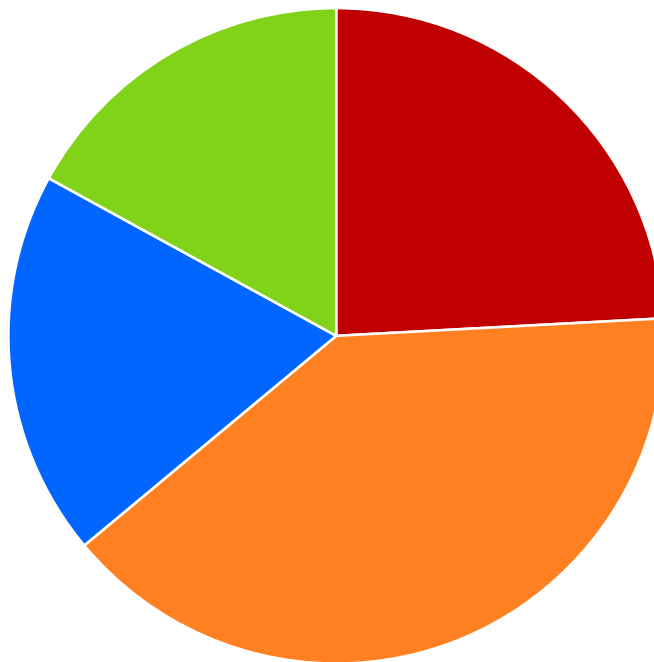
662.6 Total Hours



AUGUST 2023 - VOLUNTEER & CAREER TRAINING HOURS



AUGUST 2023 - TRAINING HOURS BY SHIFT



Monthly Report_3

Flight #1	2023-08-24 17:10:37	Air Time: 00:05:11 Total Mileage (Miles): 0	Max Altitude (Feet): 205.7 Max Distance (Miles): 0
Takeoff Lat/Long: 45.900827,-123.114748 Above Sea Level (Feet): 1154.3		Flight App: DJI Pilot	
Max Bat Temp (f): 103.3	Takeoff Bat: 62% Takeoff mAh: 3684 Takeoff Volts: 22.888	Landing Bat: 47% Landing mAh: 2693 Landing Volts: 21.702	
Takeoff Degrees/Minutes/Seconds: 45° 54'2.98"N,123° 6'53.09"W			
License Number: 4079350 Avg Wind: 5.7	Photos: 0 Max Gust: 12.6	Videos: 0 Weather Summary: Sunny	Drone Type: M30

Flight #2	2023-08-16 13:29:04	Air Time: 00:16:19 Total Mileage (Miles): 0	Max Altitude (Feet): 91.9 Max Distance (Miles): 0
Takeoff Lat/Long: 45.715766,-122.879272 Above Sea Level (Feet): 227.1		Flight App: DJI Pilot	
Max Bat Temp (f): 114.1	Takeoff Bat: 93% Takeoff mAh: 5303 Takeoff Volts: 25.205	Landing Bat: 44% Landing mAh: 2460 Landing Volts: 21.784	
Takeoff Degrees/Minutes/Seconds: 45° 42'56.76"N,122° 52'45.38"W			
License Number: 4079350 Avg Wind: 1.8	Photos: 207 Max Gust: 4.2	Videos: 0 Weather Summary: Sunny	Drone Type: M30

Flight #3	2023-08-16 13:04:23	Air Time: 00:20:56 Total Mileage (Miles): 3	Max Altitude (Feet): 189.0 Max Distance (Miles): 0
Takeoff Lat/Long: 45.715764,-122.879283 Above Sea Level (Feet): 227.4		Flight App: DJI Pilot	
Max Bat Temp (f): 110.7	Takeoff Bat: 79% Takeoff mAh: 4546 Takeoff Volts: 24.14	Landing Bat: 18% Landing mAh: 996 Landing Volts: 21.031	
Takeoff Degrees/Minutes/Seconds: 45° 42'56.75"N,122° 52'45.42"W			
License Number: 4079350 Avg Wind: 3.8	Photos: 316 Max Gust: 9.8	Videos: 0 Weather Summary: Sunny	Drone Type: M30

Flight #4	2023-08-16 12:51:36	Air Time: 00:04:40 Total Mileage (Miles): 0	Max Altitude (Feet): 184.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.715760,-122.879282 Above Sea Level (Feet): 227.4		Flight App: DJI Pilot	
Max Bat Temp (f): 96.8	Takeoff Bat: 94% Takeoff mAh: 10855 Takeoff Volts: 25.225	Landing Bat: 82% Landing mAh: 4611 Landing Volts: 23.91	
Takeoff Degrees/Minutes/Seconds: 45° 42'56.74"N,122° 52'45.42"W			
License Number: 4079350 Avg Wind: 5.1	Photos: 0 Max Gust: 7.1	Videos: 0 Weather Summary: Sunny	Drone Type: M30

Flight #5	2023-08-14 11:32:15	Air Time: 00:10:05 Total Mileage (Miles): 0	Max Altitude (Feet): 98.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761673,-122.879251 Above Sea Level (Feet): 52.5		Flight App: DJI Pilot	
Max Bat Temp (f): 98.4	Takeoff Bat: 49% Takeoff mAh: 5629 Takeoff Volts: 22.214	Landing Bat: 17% Landing mAh: 914 Landing Volts: 20.988	
Takeoff Degrees/Minutes/Seconds: 45° 45'42.02"N,122° 52'45.30"W			
License Number: 4079350 Avg Wind: 7.9	Photos: 0 Max Gust: 11.8	Videos: 0 Weather Summary: Sunny	Drone Type: M30

Item #6	Total	Air Time: 00:57:11 Total Mileage (Miles): 3	
Photos:	523	Videos:	0

STAFF REPORTS

Fire Chief Report

September

Meetings Attended

Date	Topic
8/1/23	Program Committee mtg
8/2/23	IAFF / IAFC Mtg
8/3/23	LEWG Meeting
8/3/23	Fire / EMS WG mtg
8/8/23	FIT Team mtg
8/9/23	BOC Meeting
8/10/23	Meeting with MCF&R DC
8/14/23	Fire Defense MTG
8/14/23	NASA Meeting
8/16/23	Meeting with County
8/17/23	Sprinkler Pressure Test
8/17/23	BC Interviews
8/23/23	ODHS / OEM Meeting
8/24/23	Meeting with HS
8/25/23	MTG with PCC and Betsy Johnston
8/31/23	Sprinkler Test

Hours Worked August: 228 Hours

On Call in August: 218 Hours (Call shifts minus office time)

TOTAL HOURS: 446

Training

Fire Code Update Class

Projects

EMS Boundaries Multnomah County – *In Progress*

Draft Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

OSFM HMEP Grant 2021 ~ *Completed UAS, still working on training grant*

SHSGP ~ *Awarded, waiting for aircraft to be delivered. Scheduled for September*

Senate Discretionary spending request ~ *Final grant paperwork, working with PCC and SHS*

2022 AFG Grants

Tender Project ~ *In progress*

Engine Project ~ *In Progress*

August was a month of wildland fires, structure, fires, and very intensive with respect to contracts, Grant paperwork and other administrative duties. There was not a moment to spare at all in the month of August.

One of the big projects and challenges for the admin team is the implementation of the Oregon paid leave act. Well, this new state law provides a very much needed benefit, the rules and implementation, or some thing that we wish we could do without. We are continuing to work with our labor group, as well as our attorney to make sure that we have a full understanding of how best to implement this program with the least amount of challenges for our staff who needs to use the time as well as the staff that has to account for the appropriate paperwork. We are also working on a visual implementation to help facilitate this process.

In the month of August, we were able to sit down with just about every employee to go over the Baker Tilly report. The Baker, Tilly, report or forensic accounting report was instituted after they were some questions about our 457 plan. Instead of looking at just that 457 plan, we had them look at our entire payroll process to make sure we were doing everything right and we could have a third-party provide us with a report that we could share with our staff. Well, it took a while to schedule the time necessary to sit down with our staff, we were able to meet with almost everybody. During this meeting every employee was able to see how we accounted for their hard earned dollars in addition to how things are calculated, what deductions there were over 2 1/2 year period. This open dialogue is very important to maintain transparency and allow all our staff the opportunity to ask questions, and know exactly where they're at.

We are still plugging away at our civil service process, and we hope to have our first meeting next week. We were trying to schedule it this week, but the documentation that the civil service commission would need to decide upon was not ready. I am disappointed that we were not able to get this out faster, when we do put it out, we want to make sure it's right.

With the news of Cascade tissue leaving, we started looking at the urban renewal district and enterprise zones. Knowing that Cascade tissue has defaulted on the requirements for the enterprise zone, the district is very interested in learning about the potential of recouping Lost tax revenue, and what the future projections will look like for Scappoose fire as a result of the urban renewal district. We are actively working with our attorney to look at options and better understand the state laws that affect these two programs. This will be something that is reported on over the next few months, require a lot more research.

This month we were able to select a viable candidate for our part-time battalion chief position. We are very excited to bring on Tim Hennigan to fill that role. This position will be used to assist as a duty officer, to dive deep into our data and the image trend platform, assist us as we integrate the community paramedic program into our district and help us out with training and other operational needs. Please help us welcome Tim Hennigan as our newest member.

OPERATIONS REPORT

We have been in constant contact with our apparatus Vendor and I'm happy to say that we are still on schedule to receive our new water tender a new engine during the first quarter of 2024. The apparatus may show up sooner or closer to the first of the year, but there are several factors that will dictate when we will actually take delivery. The tenant Andersen and I spent several hours last month, going over specifications and working with the vendor to make sure we are getting what we need.

We are still working on the Chapman roof project and chief Marks will hopefully be able to report out on that next month with the timeline of when this will be completed. One of the things that we are looking at to add to this project is the viability and feasibility of adding solar panels or a solar roof to the Chapman station. As that solar technology gets better, we should try and take advantage of the electrical savings afforded from solar panels.

The REM unit deployed to the bedrock fire just outside of Eugene for a 14 day assignment. As part of that assignment, we were able to test out all of our equipment and in the process had a couple of significant logistical challenges. Fire fighter Liebig was able to overcome many of those challenges to make for a successful deployment. We have met our contractual obligations with Clackamas County fire district #1 and that expense should be noted in the financials from last month. We will need to wait for an approximate 45 more days before we receive our check from the USDA/Forest Service. Special thanks to all the staff who helped facilitate getting that piece of equipment out the door.

Last month we had a significant fire that had a significant impact on our staff and the community. Our crews were professional, responded appropriately, provided compassion, and could not have done more despite the circumstances that were presented to them. As with any incident, we will be learning a lot as we move forward to continually improve how we respond, return and recover from these types of challenging events.

Vehicle maintenance has continued to present us with several challenges. The tenant Anderson has been working, exceptionally hard to keep our fleet going. Unfortunately, unforeseen, significant mechanical challenges, have plagued our community, paramedic vehicle, and a couple of others. We have started the discussion to start the process for replacing one of our squads as it begins to age out. Due to other priority equipment needs, the fire boat is still a work in progress.

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.

Chapman station: Will be looking to start a bidding process for a roof replacement.

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

Division Chief Marks
September 2023

August Projects:

Duty Shifts - Safety Program - Wellness Program
CQI Program – Compliance Data Collection - GEMT
Medicare Ground Ambulance Data Collection System (GADCS)
New Staff On-Boarding

Drills / Activities / Meetings in August 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 leadership continues to work with Dr.'s Sasek and Wiley on the transition. Dr. Wiley has been officially approved for the malpractice issue discussed in the July report. With this, Chief Holsey from Clatskanie is updating the contract for Dr. Wiley. This is still a work in progress. It has taken longer than most thought it would.

No new news on the ASA plan. The last information I received on this was while I was on my road trip to the east coast. On August 3rd, OHA notified the county that there are still 3 other county plans in front of Columbia County's that needed reviewed. They gave the county a new timeline of 6-7 weeks. We have passed the 6-week mark with no new news.

The new ambulance was placed in service. Feedback from the crews remain positive.

Billy and Nina both started their regularly scheduled shifts in July. Both employees seem to be fitting in well. The transition with Nina is still on going and new items come up, but the program is continuing without issues.

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.

As you can see, I had a good amount of time off in August so this report is shorter than normal.

My Time Worked in August 2023	81 Hours
Call Time in August 2023	70 Hours (call shifts minus office time)
Total Hours for August 2023	151 Hours

Chief Bautista Report
Prevention & Training Divisions
September 2023

August 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 (In Progress)
- ◆ 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:

One (1) driveway inspection, one (1) fire inspection, one (1) final driveway inspection, two (2) special inspections, two (2) referral and acknowledgements.

We were unable to schedule company inspections this month due to other priority job duties and projects. Working on alternative proposals for supporting Fire Marshal division work and forecasted needs with upcoming development within the community.

We want to thank all the agencies that allowed personnel to assist SRFD with the fatal fire investigation: Oregon State Fire Marshal, Oregon State Police, Mist-Birkenfeld Rural Fire Protection District, Columbia River Fire & Rescue, Portland Fire & Rescue, Port of Portland, and the Multnomah County Sheriff's Office.

We are planning an open house Wednesday 10/11/2023 1900 hrs. at the main Scappoose station as part of National Fire Prevention Week. More information to come. Our plan is to deliver important fire safety education and meet with members of our community. 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.

Training Duties:

FF Hughes completed his 12-month skill exam at the end of August. FF Hughes was our last probationary Firefighter that was hired in 2022. Thank you for C-shift and all the SRFD personnel that assisted with his training and development. Good work FF Hughes.

We hosted two (2) sessions of the "The Engine Company: Effective Fire Attack" course at the Lee Broadbend Training Center (LBTC). Firefighters from Columbia County and the surrounding region braved the hot weather to attend the training sessions. Thank you to Columbia River Fire & Rescue for the use of the training center. Feedback from our members who attended stated they enjoyed it, and the training was beneficial.

We have been working with the Volunteer Chief Officers to finalize the schedule for the 2023-02 Volunteer Firefighter Academy. Our plan is to start in October and run through June 2024.

The plan is to begin the 2023-02 Volunteer Firefighter Academy in October 2023. The curriculum will be online with hands-on skills scheduled on Wednesday evening drills and occasional Saturday sessions.

August Meetings & Activities:

Date	Meeting and/or Topic
8/1/2023	Initial Driveway Inspection - 53318 Flint Dr.
8/3/2023	Officers Meeting
8/7/2023 - 8/8/2023	Fire Investigation – St Helens Road
8/9/2023	Press Release Coordination with OSP/OSFM
8/10/2023	NFPA 407 Work Group Meeting
8/10/2023	FF Hughes - 9 Month Test (Catch Up)
8/10/2023	Final Driveway Inspection 32864 Summit Dr.
8/16/2023	Fire Investigation Walk-Through with EFI Global
8/17/2023	Sprinkler Flow Tests - Thompson Woods Subdivision/SE 6th
8/28/2023	Fire Service Referral and Acknowledgement NCU 24-01
8/28/2023	NW Aggregates Referral & Acknowledgement TP 24-02
8/29/2023	Branches Church Fire Inspection
8/31/2023	Thompson Woods Sprinkler Flow Tests

Upcoming Chief Officer Development:

Nothing to report

Upcoming Training:

Total hours for August 2023: 393 hours (209 hours (48 holiday hours used) & 184 Duty Officer On-call hours, minus office hours)



Robert A. Hales
Scappoose Rural Fire Protection District – Oregon
Volunteer Firefighter
Date of Death: August 17, 2008 Age: 40

<https://www.firehero.org/fallen-firefighter/robert-a-hales/>





Training / Drill:

We have been having consistent turnout for drill. New recruits have been actively participating in drill and it seems like our drill nights have been very engaging which has been great to see. I am working with Chief Bautista to finish my Inspector 1 task book. He lets me arrange inspections and then shadows me until my task book is completed.

Projects:

August was a very busy month. On the 14th we hosted around 30 teachers from the region here for a fire introduction course and they want to know more about our UAS program. On the 11th we presented Wildfire Safety at Heritage Park prior to the showing of Bambi. Karleigh and Chloeey attended and were very helpful, Karleigh helped run the PowerPoint and Chloeey took photos, they deserve a special thank you. On the 29th I taught fire extinguisher safety and usage to 16 bus drivers from the Scappoose schools, this was very well received. I am finishing the final few things for our movie night on September 8th. Ice cream and supplies have been ordered we expect 400-500 attendees. I am currently working with FF Zimbrick and Booth on bringing back the intern program and we have a presentation for the board to view.

Upcoming Classes:

I am looking for more recruitment classes to take. There are possible opportunities to attend a recruitment symposium in November, which would really help with networking and fresh ideas. I have several task books I am currently working on. There is a recruitment class through NFVC that I plan on taking when time allows.





Pics of Fire Extinguisher Training, movie night and teacher education of us and fire service.



August 2023 – Finance Report

Revenue highlights for July:

- \$96,959 in general fund revenue was deposited in August.
- \$76,175 in EMS revenue.
- \$10,462 in July tax turnovers were deposited in August.

Expenditures:

With 17% of the fiscal year complete, the following General Fund accounts are currently expended above 17%: Contract Services, Communications Maintenance, and EMS Operations.

- \$59,039 Contract Services payment to Clackamas Fire for personnel salaries and apparatus expenses related to the REMS deployment. This expense and the related reimbursement revenue from Clackamas Fire were not anticipated during the budget process. Although we are currently still within budget, the Board may need to authorize an increase in the Contract Services appropriation if there is danger of over expending Materials & Services later in the fiscal year.
- \$1,519 expenses in Communication Maintenance for radio straps, holsters, antennae, and programming fees.
- \$10,141 in EMS Operations due in part to purchases needed to stock REMS 431.
- \$10,073 in credit card expenses in August.

Projects:

Preparations for the onset of Oregon Paid Family Medical Leave which begins September 3, 2023, are nearly complete. I've been working with our payroll vendor and the insurance agency to ensure a smooth roll-out.

Maria Heath

OLD BUSINESS

COMMITTEE REPORTS

MISCELLANEOUS

Scappoose Fire District Intern Program



Program Benefits

- Helping potential interns towards career paths.
- Training for interns as well as line staff.
- District exposure and development.
- Ability to serve our citizens better.
- Increases possible future employees for the district.



Possible Program Structure

- 1 Intern per shift/ 3 total
- Full-time students in fire, medical, or possibly engineering programs.
- 48/96 shift schedule, dismissed for class and return after.
- 3.0 GPA
- Work towards task book completion.
- Open shift trades amongst interns
- Stipend paid to the school; amount based on budget.





Thank you

- In closing we would like to thank you for viewing this presentation. We believe this is a great opportunity for our district to continue the growth of young fire service recruits. We believe this will be of immense benefit to our district, its citizens, and those who enter this program.
- Former Interns have become professional firefighters with Scappoose Fire, Bend Fire, Clatskanie Fire, Columbia River Fire & Rescue, Clackamas Fire, Lake Oswego Fire, and La Pine Fire.
- This presentation was completed by Jacob Green (left) Austin Zimbrick (right) and, Brandon Booth (not pictured)

NEW BUSINESS

Contracts

AER Fitness Agreement-repair/maint. Fitness equipment-renew annually-6/2012
Archive Social - social media records retention - 1/1/23-12/31/23
ATT Mobility Services - signed 8-29-2018
Audit Engagement Letter with Grove, Mueller- Effective through June 2024 audit
Benefit Help Solutions Renewal - signed 4/19/23
C-Comm Data License Agreement - County Commissioners & Chief July 2008
Centerlogic - IT set-up and service effective 10-14-19
IGA-City of Scappoose Fire & Life Safety Plan Review signed 9/21/2017
IGA-Columbia County Fire & Life Safety Plan Review signed 7.25.18
IGA-City of St Helens Fire & Life Safety Plan Review signed 10.17.18
Colonial Life & Accident signed 4/18/23
Columbia Co. & UASI IGA for grants – re-signed 5/30/12
Columbia Co. & HSEMC IGA - signed 1/19/2017
Columbia County Emergency Planning (Homeland Security) IGA as amended and restated.
Columbia NW HVAC maint - effective 9.1.2020
Columbia Pacific CCO (GEMT) - signed 3/6/23
Columbia Pacific CCO - Community Paramedicine Program - signed 6-6-23
Compliance Engine Contract - building inspections - expires 11/2020
CRFR & Columbia Hearing Agreement for hearing tests – 5/3/2012
CRFR Vehicle Maintenance- signed 10-4-22
Diamondback Fire and Rescue-hydraulic inspection and maintenance - signed May 15, 2019
DRC Consulting Agreement- signed 1/25/23
DPSST Accreditation Agreement – expires 1/2023
Emergency Reporting Records Mgmt Contract – approved 8/13, signed 9/13
EMS Tech Solutions Operative IQ - 2023
Grove, Mueller, and Swank, P.C. - Audit approved by board 6-2023
Holbrook Station-West Mult Soil/Water Conservation Agreement- 6/2012
ImageTrend Emergency Reporting - signed 1-11-18
ImageTrend Permits Amendment - signed 3-23-21
ImageTrend Continuum - signed April 2022
Image Trend Software/Services Agreement Amendment - signed 5-4-2023
Incident Management Team (IMT) Agreement – approved by Board 2/11/10
Kleinberg Tech Development & Technical Solutions - signed 12/16/20
Lexipol Policies & Procedures contract - signed 7/31/19
Life Flight Network- Ground Transport Services -signed Sept. 5, 2018
Life Flight Network - FirMed signed 7-22-20
LOSAP OFDDA -signed by SRFD 6-13-19
MERINA + CO - signed 8-2022
My Sidewalk - signed 6/27/2023
National Hose and Ladder Testing - updated 1/9/2023
National Testing Network CPAT - signed 8/3/16
Near Space Corp Drone Contract (grant) - Updated 2/7/2022, Amended on 5-23-2022
NW Self-Storage Rental Agreement - signed 1-29-2019
Occupational Safety Health & Wellness - signed 6/27/23

ODF for REMS/EMS approved 5-12-22
OEM Unmanned Imaging Drone Grant- signed 3/1/2023
OHA Health Systems IGA for GEMT funding - ongoing contracts
OHSU Contract for Medical Resource – Expires 12/31/2023
Operative IQ Narcotics System Mgmt - Expires 7/24
ORCPP – Oregon cooperative purchasing agreement
Pacific Office Automation - signed 4/15/16 for 1 yr term - autorenews annually
PCG - GEMT signed 7/2023
Physician Advisor Contract with Jenna Wiley MD. Renews annually July1, 2024
Physio Control Maintenance Agreement for LifePaks - expires 2-28-2021
Port of St. Helens IGA - signed 6/24/2015 Renamed Port of Col. Co.
Port of St. Helens MOU for working together on grants. Signed 7/14/11
Rebound LLC - expires 6/30/2026
Rosenbauer Engine (2019) and Financing Agreement - signed 12-4-19
Rosenbauer Engine (2023) signed 1/30/2023
SDIS Group Benefit Coverage and Renewal 4-1-2023
Spectrum VoIP - signed 3-23-20 expires on 2025
State of Oregon \$500/yr to protect lands not protected by ODF. 12/2014
Stryker LifePak 15 Financing - signed 11-26-19
Stryker Maintenance Contract - 1/17/2020
Systems Design West Addendum add'l billing svcs 7/01/2020
Systems Design West LLC & HIPAA ambulance billing svcs 11-8-18
Systems Mgmt NW, LLC Bi-annual for Co-Ray-Vac signed 9/6/19
UASI IGA Grant for Homeland Security Grants thru Portland Region signed Nov 2005.
Amended 11/2010
Vector Solutions annual contract - signed 9-26-2022
C-COMM Agreements
IGA for out-of-District call answering & dispatch services; fee of \$125/year dated 5-20-2014


IGA for out-of-District call answering & dispatch services (adding Holbrook area); fee based on 9/1993 valuation

COMMUNICATIONS

Wednesday, August 9, 2023, the station received a phone call from Portland Fire to give a shout-out to the responding crew at the NW St. Helens Street fire, especially the attack engine's engineer. That person is Firefighter Kyle Bernier. According to Chief Greenup, the Portland Battalion Chief also commented before departing the scene that he was "doing the work of four firefighters".

We wanted to take a moment to express our gratitude and admiration for the incredible work that you do as firefighters. Your bravery, selflessness, and dedication to keeping our communities safe is truly inspiring. Thank you for putting your life on the line every day to protect the community from harm. Your hard work and sacrifice does not go unnoticed, and we are so grateful for all that you do.

REMS 42

CREW PERFORMANCE RATING		 Northwest Area Type II Incident Management Team 12				
1. NAME Scappoose Fire District REMS Team Paul Liebig; William Cardees; Dan Mulick; Kyle Olson		2. INCIDENT NAME AND NUMBER Bedrock Fire OR-WIF-230266		START DATE OF INCIDENT July 22 nd 2023		
3. HOME UNIT ADDRESS 52751 Columbia River Highway PO Box 625, Scappoose, OR 97056		4. INCIDENT AGENCY AND ADDRESS 46375 Highway 58 Westfir, OR 97492				
5. POSITION HELD ON INCIDENT REMS Team	6. TRAINEE POSITION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	7. INCIDENT COMPLEXITY <input type="checkbox"/> I <input checked="" type="checkbox"/> II <input type="checkbox"/> III	8. DATE OF ASSIGNMENT Evaluation for 8/7 – 8/19/2023			
9. List the main duties from the Position Checklist, on which the position will be rated. Enter X under the appropriate column indicating the individual's level of performance for each duty listed.		PERFORMANCE LEVEL				
		Did not apply on this incident	Unacceptable	Need to Improve	Fully Successful	Exceeds Successful
Knowledge of the job					X	
Decisions under stress					X	
Attitude						X
Initiative					X	
Firefighter/Patient Rapport						x
Performance in Camp Medical Station					X	
Consideration for personnel welfare					X	
Physical ability for the job					X	
Red Card qualifications						x
Safety						X
Consideration for personnel welfare					X	
Obtain necessary equipment and supplies						x
Interaction with MEDL					X	
Other (specify) Utilized down time to offer Training and assist the medical unit						
10. REMARKS The entire Scappoose Fire District Rems Team was a valuable member of our medical organization, and we were happy to have them. We'd be happy to have them return.						
11. THIS RATING HAS BEEN DISCUSSED WITH ME (Signature of individual being rated.)				12. DATE		
13. RATED BY (Signature) <i>REINHARDT</i>		14. HOME UNIT <i>CATER LAKE</i> <i>N.P.</i>	15. POSITION HELD ON THIS INCIDENT Medical Unit Leader – Team <i>2</i>	16. DATE <i>08.21.23</i>		

*U. S. GPO:1991-594-696/40141

To Whom it May Concern:

I am writing to you today to express my admiration and commemoration of your firefighter, Robert Hales on the anniversary of his death in 2008. I'm terribly sorry for your agency's loss, as well as his family losing him much too soon. Though time has passed, he and his sacrifice are not forgotten.

As a concerned citizen, I am very grateful for all that Fire/EMS/Rescue personnel do to keep our country safe. My thoughts and prayers are with the men and women of your department and all Fire/Rescue/EMS agencies and personnel every day as you perform your dangerous work on behalf of the public.

Very Respectfully,

ZT Scherer

FALLEN FIREFIGHTER
MEMORIAL HIGHWAY
DEDICATED TO
Robert A. Hales