

Scappoose Rural Fire District
Board of Directors Regular Meeting

Thursday, July 11, 2024

Microsoft Teams meeting

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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 6-13-2024 regular meeting
 - B. Approve June 2024 Profit & Loss Detail
 - C. Approve June 2024 Budget vs. Actual
- V. Statistical Data
 - A. Ambulance Activity Report
 - B. Community Paramedic Report
 - C. Response Activity Report
 - D. UAS Flight Summary
- VI. Staff Reports
 - A. Chief’s Report
 - B. Operations & EMS Report
 - C. Fire Marshal & Training Report
 - D. Member Outreach
 - E. Finance Report

- VII. Old Business
- VIII. Committee Reports
 - A. Management Team
 - B. Long Range Planning Committee
 - C. Awards & Incentives
- IX. Miscellaneous
- X. New Business
 - A. In accordance with Board Policy 2.18
 - 1. Select President, Vice President, and Secretary/Treasurer of the Board
 - 2. State Official Newspaper
 - 3. State regular board meeting date, time, and place
 - 4. Establish employee evaluation month
 - 5. Review the status of legal counsel
 - 6. Review current contracts
 - B. Annual ethics disclosure
 - C. Committee appointment by President
 - D. Civil Service Appointment
 - E. Ambulance Service Area (ASA) RFP and Emergency Management IGA with Columbia County
- 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 FIRE DISTRICT

P.O. BOX 625 SCAPPOOSE, OREGON 97056

Scappoose Rural Fire District Board of Directors Regular Meeting Thursday, June 13, 2024

- I. **Call to Order & Flag Salute** – President Reeves called the meeting to order at 7:04 pm.
- II. **Roll Call** – President Reeves, Vice President Graham, Director Kriek, Chief Pricher, Lt. DuBois, Lt. Anderson, FF Zimbrick, FF Liebig, FF Dietz, FA Heath, David Ulbricht.

Director Sorenson & Director Gift had excused absences.
- III. **Public Hearing for 2024-25 Approved District Budget** – President Reeves opened the public hearing on the 2024-2025 Approved Budget at 7:05 pm. No comment from the public. The hearing closed at 7:05 pm.
- IV. **Public Comment** – There were no comments.
- V. **Consent Agenda**
 - A. **Approve Minutes from 5-9-2024 regular meeting** – No comments.
 - B. **Approve May 2024 Profit & Loss Detail** – Director Graham inquired about Pro Automotive expenses, specifically labor charges and the corporate activity tax they charge. Lt. Anderson explained the charges. Director Kriek asked for an explanation of ESO expenses. Chief Pricher explained that ESO is the name of the company that bought out Emergency Reporting. We pay into that so we can access our data.
 - C. **Approve May 2024 Budget vs. Actual** – Director Kriek said many revenues were over 100% collected and we are doing a good job of budgeting on the safe side. Director Graham moved to approve the consent agenda. Director Kriek seconded.
The motion carried unanimously.
- VI. **Statistical Data**
 - A. **Ambulance Activity Report** – Directors commented on another busy month. Director Kriek noticed the mutual aid graph didn't match the graph (pg. 39) of where

we responded. Chief Pricher explained why the graph on pg. 32 doesn't match the map on pg. 39.

- B. **Community Paramedic Report** – Directors said it was nice to have this data every month.
- C. **Response Activity Report** – No comments or questions.
- D. **UAS Flight Summary** – Director Graham asked for a description of the Newport UAS exercise.

VII. **Staff Reports**

- A. **Chief's Report**- Chief Pricher spoke about the final inspection on the new engine. His time was also spent between the high school grant project which wrapped up this week; Urban Renewal District work with the city continued. There will be some staffing changes effective July 1, 2024 as an ERT will move to the fire side. Columbia County Emergency Management position funding also consumed the Chief's time in May.
- B. **Operations & EMS Report** – No comments.
- C. **Fire Marshal & Training Report** – Directors commented on the driveway and food cart inspections on this report.
- D. **Member Outreach** – Director Kriek asked about the Timberwolf, asking if this was the new engine. The specific model of the Rosenbauer engine we currently own is the Timberwolf. The next engine will not be a Timberwolf model.
- E. **Finance Report** – Director Kriek asked if the credit card expenses are all reported. FA Heath explained that every credit card expense appears on the Profit & Loss report.

VIII. **Old Business**

- A. **2024-2025 Budget Resolution No. 2024-01** – President Reeves read the 2024-2025 Budget Resolution aloud. Director Graham moved to approve the 2024-2025 Budget Resolution No. 2024-01. Director Kriek seconded.
The motion carried unanimously.
- B. **Renewal of Fire Chief's Contract** – President Reeves asked Chief Pricher to discuss any changes to the contract. These included dates, a change from a 4-year contract to a 3-year contract, a change in vacation days per year from 20 to 25 days per year, and a move to a salary schedule with a built-in formula for Chief Officers that includes a buffer between company officer pay in relation to the Division Chief's salary. Director Graham moved to approve the 3-year contract renewal. Director Kriek seconded. President Reeves requested a copy of the Chief's job description.
The motion carried unanimously.

IX. **Committee Reports**

- A. **Management Team** – The committee met prior to this board meeting.
- B. **Long Range Planning Committee** – No meeting.
- C. **Awards & Incentives** – No meeting.

X. **Miscellaneous** – No miscellaneous agenda items.

XI. **New Business**

A. **Letter of Engagement with SDAO** – Mr. David Ulbricht, an SDAO specialist working as a bond consultant attended the meeting to describe the bond measure process to the board. Mr. Ulbricht spoke about his history and the work he will do on our behalf if/when SRFD goes out for a bond. He shared his history of the last election results in districts with both a local option levy and bond measure. He also spoke to the commitment SDAO has in helping special districts obtain financing and completing the necessary paperwork when the decision is made to move forward. He suggested that it is best to stagger the measures so they don't appear in back-to-back election cycles. Director Kriek moved to sign the Letter of Engagement with SDAO and continue to discuss the bond measure with a focus on renewal of the local option levy as the priority. Director Graham seconded.

The motion carried unanimously.

B. **Evaluation for the Fire Chief** – President Reeves distributed evaluation forms to the board members. The forms will be returned to the Board President, who will combine the board's comments for the final copy. President Reeves spoke to the evolution of the evaluation and self-evaluation forms. Director Kriek moved to approve the Fire Chief's performance evaluation forms and self-evaluation forms. Director Graham seconded.

The motion carried unanimously.

XII. **Communications** - None

XIII. **Good of the Order** – The new engine is scheduled to start its journey to Spokane early next week. We expect to have it here for the pancake breakfast.

Director Graham asked if there had been any fundraising going on for the pancake breakfast.

XIV. **Adjourn** at 8:23 pm.

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.

David Graham – Board Vice President

Date

Submitted by Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
			EMS Receipts	\$78,232.07
			Fire Marshal	\$241.48
			FireMed	\$1,080.00
			Gas Royalties	\$6,798.96
			Interest Earned on Investments	\$13,897.23
			Miscellaneous Revenue	\$2,928.37
			Property Taxes	
			Taxes - Current	\$48,619.52
			Taxes - Prior Years	\$5,504.68
Total for Property Taxes				\$54,124.20
Total for 1. GENERAL FUND REVENUES				\$157,302.31
2. GRANT FUND REVENUE				\$76,828.89
3. PROPERTY FUND REVENUES				\$493.23
4. PERSONNEL SVCS FUND REVEN				\$1,032.61
Total for Income				\$235,657.04
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
06/13/2024	Bill	SAIF Corporation	24-25 Workers' Comp annual premium	73,746.62
06/13/2024	Bill	Standard Insurance	Life, LTD, AD&D	1,651.76
06/13/2024	Bill	S.D.I.S.	July Health Insurance	36,587.00
06/18/2024	Expense	Benefit Help Solutions(FSA)	Monthly fee	125.00
06/26/2024	Bill	HRA VEBA Trust	ER Contributions June	11,255.73
06/26/2024	Bill	Colonial Life	Accident/Cancer policy for volunteers	777.40
06/27/2024	Expense	Paychex - tax	OR ER Work Benefit	56.39
06/27/2024	Expense	Paychex Payroll	Flex spend	9,785.18
06/30/2024	Journal Entry		SAFER Grant ER Health Insurance	-824.40

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 550 Insurance				\$133,160.68
560 Personnel Salaries				
06/12/2024	Expense	P.E.R.S.	EE PERS IAP Contrib	14,928.66
06/13/2024	Bill	Standard Insurance	STD	86.93
06/13/2024	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
06/25/2024	Bill	Standard Insurance	EE -OPFML	1,718.53
06/25/2024	Bill	Principal Financial Group	Employee Insurance- Anderson	52.24
06/26/2024	Bill	HRA VEBA Trust	EE Contributions June	3,076.00
06/26/2024	Bill	Tualatin Valley Fire Fighters Union	June Union dues	2,841.10
06/26/2024	Bill	Inroads Credit Union	Food fund	990.00
06/27/2024	Expense	Paychex Payroll	Balance of Net Pay	97,785.11
06/27/2024	Expense	Paychex - tax	EE Payroll Tax WH	62,914.16
06/27/2024	Expense	Paychex Payroll	Deferred compensation	9,158.38
06/27/2024	Expense	Paychex Payroll	FLSA	10,180.40
06/27/2024	Expense	Paychex Payroll	Incentives	2,369.40
06/27/2024	Expense	Paychex Payroll	Longevity	1,239.96
06/27/2024	Expense	Paychex Payroll	Phone Pay	100.00
06/27/2024	Expense	Paychex Payroll	ShiftDif	241.49
06/27/2024	Expense	Paychex Payroll	OT	18,484.83
06/27/2024	Expense	Paychex Check	Contract payment	805.00
06/30/2024	Journal Entry		SAFER Grant Salary	-3,671.20
Total for 560 Personnel Salaries				\$223,437.89
570 SocSec/Medicare(FICA)				
06/27/2024	Expense	Paychex - tax	ER Payroll Taxes	19,763.55
06/30/2024	Journal Entry		SAFER Grant ER FICA	-280.37
Total for 570 SocSec/Medicare(FICA)				\$19,483.18
580 Volunteer Services				
06/06/2024	Credit Card Expense	Amazon		66.59
06/13/2024	Bill	Ace Hardware - Scappoose	Tie Downs	19.99
06/13/2024	Bill	Ace Hardware - Scappoose	Rope, tape, tie downs	54.99
06/13/2024	Bill	FinishLine Graphics	Graphics for Member Outreach	364.00
06/25/2024	Bill	S.V.F.A.	2023-2024 volunteer operations	4,877.09
Total for 580 Volunteer Services				\$5,382.66
590 Personnel Benefits				
06/12/2024	Expense	P.E.R.S.	ER PERS Retirement Contrib	76,611.22
06/13/2024	Bill	Ready Rebound	injury mgmt medical service provider	6,050.00
06/25/2024	Bill	Standard Insurance	ER - OPFML	1,145.69
06/30/2024	Journal Entry		SAFER Grant ER PERS	-976.17
Total for 590 Personnel Benefits				\$82,830.74
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$464,295.15
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
06/26/2024	Bill	Columbia 911 Communications	23-24 Communication Services	125.00
06/26/2024	Bill	Columbia 911 Communications	23-24 Fee Annexed area & Special Contracts	2,079.33
06/26/2024	Bill	Columbia 911 Communications	22-23 Communication Services	125.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 670 Contract Services				\$2,329.33
730 Property & Liability Insur.				
06/13/2024	Bill	S.D.I.S.	New WT insurance	1,650.00
Total for 730 Property & Liability Insur.				\$1,650.00
740 Uniforms				
06/25/2024	Bill	Beyond Uniforms & Apparel	Misc uniform items for 12 Career & Volunteers	1,897.74
Total for 740 Uniforms				\$1,897.74
750 Maintenance on Equipment				
06/11/2024	Credit Card Expense	advexure		317.96
06/13/2024	Bill	Pro Automotive & Diesel	2015 GMC Savana ABS Module, Sensor Kit - parts	2,144.48
06/13/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	44.51
06/13/2024	Bill	True North Emergency Equipment	S & S Pumper annual service (parts)	1,603.89
06/13/2024	Expense		Fuel for rental van	50.17
06/13/2024	Bill	Wilcox & Flegel	350 gal diesel @ 2.994	1,050.31
06/13/2024	Bill	Wilcox & Flegel	289 gal unleaded @ 3.0908	1,010.74
06/13/2024	Bill	Safeguard Fire Extinguisher Service	Fire extinguisher services	512.20
06/13/2024	Bill	True North Emergency Equipment	S & S Pumper (Shop supplies)	200.00
06/13/2024	Bill	True North Emergency Equipment	S & S Pumper (Environ. fees)	50.00
06/13/2024	Bill	True North Emergency Equipment	S & S Pumper annual service (labor)	9,541.80
06/13/2024	Bill	Pro Automotive & Diesel	2015 GMC Savana ABS Module, Sensor Kit - labor	2,306.50
06/25/2024	Vendor Credit	Sunset Auto Parts	Credit balance on account	-12.93
06/25/2024	Bill	Safeguard Fire Extinguisher Service	Fire extinguisher services	312.80
Total for 750 Maintenance on Equipment				\$19,132.43
760 Administration				
06/03/2024	Check		Service Charge	0.05
06/03/2024	Expense	Amazon	Notepads	34.32
06/05/2024	Expense	PDX Airport Parking	Parking for SD trip	72.00
06/06/2024	Expense	Amazon	Prime account renewal	139.00
06/11/2024	Expense	Fred Meyer	Refreshments for FDB	15.28
06/11/2024	Expense	Scappoose Bagel	Refreshments for FDB	19.00
06/13/2024	Bill	Pamplin Media - Spotlight	Public Notices	354.10
06/13/2024	Bill	IAFC Membership	Pricher membership 7/1/24 - 6/30/25	310.00
06/13/2024	Bill	Baker Tilly US, LLP	6.25 hrs Finance/Accounting consult fees	1,562.50
06/13/2024	Bill	A+ Engraving, LLC	Plaque for 50th work anniversary	48.00
06/13/2024	Bill	Local Government Law Group	Office conference & letter reviews	189.00
06/14/2024	Expense	Postal Annex	Return shipping for electronics	34.56
06/14/2024	Expense	US Bank	Analysis Service Charge	17.95
06/25/2024	Bill	Emergency Response Resources, LLC	Background Checks - Denley	950.00
06/25/2024	Bill	Pricher, Jeffrey	Reimburse flight to Spokane for engine	496.20
06/25/2024	Bill	Xerox Corporation	B/W & Color copies for May	45.02
06/26/2024	Expense	Paychex Invoice	payroll processing invoice	243.24
06/26/2024	Bill	Paulson Printing	Information signs for pancake feed	315.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 760 Administration				\$4,845.22
765 Information Technology				
06/03/2024	Expense	JAMF Software, LLC	monthly subscription	196.00
06/10/2024	Expense	SPOT	Spot tracker 12 month contract	346.20
06/13/2024	Bill	Centerlogic, Inc.	Monthly billing for June	1,649.50
06/13/2024	Bill	Avenza Map Pro	7 Avenza Maps Pro subscriptions	874.93
06/13/2024	Bill	Centerlogic, Inc.	2.0 hrs @ \$115.00/hr	230.00
06/13/2024	Bill	AirData UAV, Inc.	Enterprise Subscription 1 yr. July 18, 2024-July 18, 2025	1,680.00
06/13/2024	Bill	Comcast Business	Main station IT June.	256.85
06/13/2024	Bill	Verizon Wireless	Machine to Machine	7.87
06/13/2024	Bill	Verizon Wireless	iPhones & iPads	576.71
06/13/2024	Bill	Apple Inc.	SD Card reader & multiport adapter	108.00
06/19/2024	Expense	Apple Inc.	monthly storage	9.99
06/19/2024	Expense	Intuit Quickbooks	QB online monthly fee	90.00
06/20/2024	Expense	CenturyLink	Holbrook modem	75.00
06/20/2024	Expense	CenturyLink	Main station back-up	60.00
06/25/2024	Bill	AT&T Mobility	June charges - phones, iPads	711.25
06/25/2024	Bill	Centerlogic, Inc.	5.5 hrs @ \$115	632.50
06/25/2024	Bill	Apple Inc.	USB to USB adapter - AME	19.00
06/25/2024	Bill	Kleinberg Tech	May Report	210.00
06/25/2024	Bill	City of Portland - Bureau of Tech Services	800 MHZ access June	166.71
06/25/2024	Bill	CenturyLink	Chapman Internet	84.42
Total for 765 Information Technology				\$7,984.93
770 Cleaning Materials & Supplies				
06/03/2024	Expense	Amazon	Station cleaning supplies	95.96
06/03/2024	Expense	Amazon	Station cleaning supplies	142.57
06/03/2024	Expense	Amazon	Laundry detergent	51.48
06/25/2024	Bill	Ace Hardware - Scappoose	Simple Green & vinegar	54.95
Total for 770 Cleaning Materials & Supplies				\$344.96
775 Emerg. Operating Supplies				
06/13/2024	Bill	SeaWestern Fire Apparatus	5 sets of turnouts	17,665.68
Total for 775 Emerg. Operating Supplies				\$17,665.68
780 Building & Grounds Maint.				
06/25/2024	Bill	Paramount Pest Control Inc.	Main Station pest control	89.00
06/25/2024	Bill	City of Scappoose	Mowing charges	686.00
06/25/2024	Bill	Ace Hardware - Scappoose	tape measure, weedclear, wasp spray, Sharpie	48.91
06/25/2024	Bill	Paramount Pest Control Inc.	Chapman pest control	110.00
Total for 780 Building & Grounds Maint.				\$933.91
790 Training				
06/13/2024	Bill	Bernier, Kyle	OIT Summer Reimbursement	3,094.12
06/25/2024	Bill	Miguel Bautista	NFPA 409 Conference lodging reimbursement	639.84
06/25/2024	Bill	Booth, Brandon	Mileage reimbursement - PCC Cascade	22.78

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 790 Training				\$3,756.74
810 Utilities				
06/13/2024	Bill	Graybar Financial Services	Voip phones - June	299.25
06/13/2024	Bill	Comcast	Xfinity - Acct 0162514	41.43
06/13/2024	Bill	P.G.E.	Cleetwood	161.17
06/13/2024	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	56.44
06/13/2024	Bill	Waste Management of Oregon, Inc.	May garbage/recycling	140.18
06/25/2024	Bill	CenturyLink	Main Station Fax	61.26
06/25/2024	Bill	CenturyLink	Chapman Phone	61.74
06/26/2024	Bill	CRPUD	June boathouse electricity	45.35
06/26/2024	Bill	CRPUD	June main station electricity	625.52
06/27/2024	Expense	W.O.E.C.	Acct 13045001 - June billing	338.56
Total for 810 Utilities				\$1,830.90
870 EMS Operations				
06/13/2024	Bill	Airgas - USA, LLC	Cylinder Rental	89.43
06/13/2024	Bill	Environmental Compliance Consultant Inc.	28 Gal Biohazard	60.00
06/13/2024	Bill	Life-Assist, Inc.	Medications & Supplies	171.51
06/13/2024	Bill	Life-Assist, Inc.	Medications & Supplies	4,024.29
06/13/2024	Bill	Life-Assist, Inc.	Medication	50.55
06/13/2024	Bill	Jenna Wiley, MD	Physician advisor - May & June	1,332.00
06/13/2024	Bill	Systems Design West (SDW)	105 EMS Billing for May@ \$23.50 + postage	2,672.05
06/13/2024	Bill	Life-Assist, Inc.	Supplies	89.50
06/25/2024	Bill	Life-Assist, Inc.	Medications	110.91
06/25/2024	Bill	Life-Assist, Inc.	EMS Supplies	634.59
06/25/2024	Bill	Airgas - USA, LLC	Standard Invoice	266.57
Total for 870 EMS Operations				\$9,501.40
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$71,873.24
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment				
06/13/2024	Bill	Xerox Corporation	Balance of new photocopier	506.00
06/25/2024	Bill	Apple Inc.	iPad Pro and iPad Air	2,761.00
Total for 910 CO Equipment				\$3,267.00
Total for 1.3 GENERAL FUND CAPITL OUTLAY				\$3,267.00
Total for 1...				\$539,435.39
Total for 1..GENERAL FUND EXPENDITURES				\$539,435.39
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries				
06/30/2024	Journal Entry		SAFER Grant Salary	3,671.20
Total for 1. Personnel Salaries				\$3,671.20
2. Personnel Benefits				
06/30/2024	Journal Entry		SAFER Grant ER Health Insurance	824.40
06/30/2024	Journal Entry		SAFER Grant ER FICA	280.37
06/30/2024	Journal Entry		SAFER Grant ER PERS	976.17
Total for 2. Personnel Benefits				\$2,080.94

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 2.1 PERSONNEL SVCS				\$5,752.14
2.3 MATERIALS & SERVICES				
06/03/2024	Credit Card Credit	PSI Services LLC	Credit for Part 107 exam	-175.00
06/11/2024	Expense	Bandago Van Rental	Van rental for HS program	228.49
06/12/2024	Expense	Bandago Van Rental	Van rental for HS program	38.33
06/13/2024	Bill	2D Dummies	State Homeland Security UAS Grant expenses	3,300.95
06/13/2024	Bill	Dedrone Holdings, Inc	Hard Shell carrying case	1,210.00
06/27/2024	Bill	Drone Amplified, Inc.	Alta X for IGNIS - UAS	62,006.00
06/27/2024	Bill	Drone Amplified, Inc.	Shipping & Handling	670.48
06/27/2024	Bill	Drone Amplified, Inc.	Location Training	2,500.00
06/27/2024	Bill	Drone Amplified, Inc.	Servo Dropper for Alta X	1,800.00
06/27/2024	Bill	Drone Amplified, Inc.	ISNIS 2 - UAS	24,500.00
Total for 2.3 MATERIALS & SERVICES				\$96,079.25
Total for 2. GRANT FUND EXPENSE				\$101,831.39
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment				
06/13/2024	Bill	Columbia Feed & Supply	2 Chainsaws	2,753.98
06/13/2024	Bill	Pro Automotive & Diesel	2023 F550 flatbed installation - labor	2,535.00
06/13/2024	Bill	FireCom Communication Systems	Headsets, transmitters, ports for new apparatus	10,090.88
06/13/2024	Bill	Pro Automotive & Diesel	2023 F550 flatbed purchase - parts	11,262.50
06/25/2024	Bill	Pro Automotive & Diesel	2024 F250 winch, bin kit - labor	250.00
06/25/2024	Bill	49er Communications	8 Radios, antennas, chargers, install kits	15,457.55
06/25/2024	Bill	Sunset Auto Parts	Battery Boost Pack	386.04
06/25/2024	Bill	Sunset Auto Parts	Battery Boost Pack	12.93
06/25/2024	Bill	Sirennnet.com	Headlight flasher	55.00
06/25/2024	Bill	Sirennnet.com	Chargeguard - Select	80.25
06/25/2024	Bill	Sirennnet.com	Underdash console, mounting bracket	430.26
06/25/2024	Bill	Sirennnet.com	Chargeguard - Select	80.25
06/25/2024	Bill	SeaWestern Fire Apparatus	Fan & portable scene light	5,013.92
06/25/2024	Bill	AM Signal, LLC	Opticom LED Emitter	2,334.40
06/25/2024	Bill	Sirennnet.com	Dual battery charger & remote indicator	889.32
06/25/2024	Bill	Sirennnet.com	Dual battery charger & remote indicator	889.32
06/25/2024	Bill	Northwest Auto Accessories	Canopy for F250 Command	3,643.24
06/25/2024	Bill	Sunset Auto Parts	Adjustable ball hitch	265.99
06/25/2024	Bill	National Auto Fleet Group	2024 Ford Expedition	72,065.94
06/25/2024	Bill	National Auto Fleet Group	2024 F250 XLT Command Rig	58,742.84
06/25/2024	Bill	Sirennnet.com	F250 Relay 12 volt	100.70
06/25/2024	Bill	Sirennnet.com	Ford Expedition Relay 12 volt	100.70
06/25/2024	Bill	Sirennnet.com	F550 Relay 12 volt	52.85
06/25/2024	Bill	Sirennnet.com	F250 Flood Beam	112.08
06/25/2024	Bill	Sirennnet.com	Ford Expedition Flood Beam	112.08
06/25/2024	Bill	Sirennnet.com	F250 LED Beacon	149.23
06/25/2024	Bill	Sirennnet.com	Ford Expedition Magnetic Mic	69.90
06/25/2024	Bill	Sirennnet.com	F550 Magnetic Mic	69.90
06/25/2024	Bill	Sirennnet.com	F250 Magnetic Mic	139.80
06/25/2024	Bill	Sirennnet.com	F550 LED Utility Bar & Flasher	130.31
06/25/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	48.58
06/25/2024	Bill	Pro Automotive & Diesel	2024 F250 winch, bin kit - parts	4,607.74
06/25/2024	Bill	Rosenbauer South Dakota, LLC	Pumper Apparatus - final balance	387,686.00
06/30/2024	Bill	49er Communications	4 remote mount radios, controls, cables, antennas	13,684.00
Total for Fire Apparatus & Equipment				\$594,303.48
Total for 3. PROPERTY FUND CAPITAL OUTLAY				\$594,303.48

Scappoose Rural Fire Protection District

Profit and Loss Detail

June 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Unapplied Cash Bill Payment Expense				
06/25/2024	Bill	US Bank	June CC charges	-6,661.38
06/26/2024	Bill	US Bank	6-25-2024	1,893.48
06/26/2024	Bill	US Bank	6-25-2024	1,841.96
06/26/2024	Bill	US Bank	6-25-2024	2,850.95
06/26/2024	Bill	US Bank	6-25-2024	74.99
Total for Unapplied Cash Bill Payment Expense				\$0.00
Total for Expenses				\$1,235,570.26
Net Income				\$ -999,913.22

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	896,843.78	720,000.00	176,843.78	124.56 %
Fire Marshal	3,882.95	1,000.00	2,882.95	388.30 %
FireMed	18,975.00	20,000.00	-1,025.00	94.88 %
G.E.M.T. (Medicaid)	130,501.91	125,000.00	5,501.91	104.40 %
Gas Royalties	6,798.96	1,000.00	5,798.96	679.90 %
Grant Awards	206,822.11	169,000.00	37,822.11	122.38 %
Interest Earned on Investments	173,449.47	50,000.00	123,449.47	346.90 %
Miscellaneous Revenue	31,689.17	20,000.00	11,689.17	158.45 %
Property Taxes				
Taxes - Current				
Local Option Levy	3,077,500.78	2,843,637.00	233,863.78	108.22 %
Permanent Rate Levy	1,647,660.64	1,592,580.00	55,080.64	103.46 %
Total Taxes - Current	4,725,161.42	4,436,217.00	288,944.42	106.51 %
Taxes - Prior Years	131,361.94	105,000.00	26,361.94	125.11 %
Total Property Taxes	4,856,523.36	4,541,217.00	315,306.36	106.94 %
Total 1. GENERAL FUND REVENUES	9,319,740.49	8,465,028.00	854,712.49	110.10 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	51,253.41	51,016.00	237.41	100.47 %
Grant Award	220,312.28	352,850.00	-132,537.72	62.44 %
Total 2. GRANT FUND REVENUE	271,565.69	403,866.00	-132,300.31	67.24 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	413,783.30	460,367.00	-46,583.70	89.88 %
Grant Income	432,573.00	398,000.00	34,573.00	108.69 %
Interest Earned on Investments	11,916.86	4,000.00	7,916.86	297.92 %
Transfers In	584,969.00	584,969.00	0.00	100.00 %
Total 3. PROPERTY FUND REVENUES	1,443,242.16	1,447,336.00	-4,093.84	99.72 %
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	10,073.99	3,000.00	7,073.99	335.80 %
Total 4. PERSONNEL SVCS FUND REVEN	217,033.48	207,412.00	9,621.48	104.64 %
Total Income	\$11,251,581.82	\$10,523,642.00	\$727,939.82	106.92 %
GROSS PROFIT	\$11,251,581.82	\$10,523,642.00	\$727,939.82	106.92 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	776,800.17	814,258.00	-37,457.83	95.40 %
560 Personnel Salaries	2,915,620.92	3,206,660.00	-291,039.08	90.92 %

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)	227,496.70	254,986.00	-27,489.30	89.22 %
580 Volunteer Services	20,066.59	20,000.00	66.59	100.33 %
590 Personnel Benefits	852,652.88	1,047,055.00	-194,402.12	81.43 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	4,792,637.26	5,342,959.00	-550,321.74	89.70 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	90,173.90	55,000.00	35,173.90	163.95 %
680 Communications Maintenance	3,946.19	6,100.00	-2,153.81	64.69 %
720 Public Fire Services	7,105.77	15,000.00	-7,894.23	47.37 %
730 Property & Liability Insur.	80,484.00	80,000.00	484.00	100.61 %
740 Uniforms	17,538.75	20,000.00	-2,461.25	87.69 %
750 Maintenance on Equipment	180,934.95	140,000.00	40,934.95	129.24 %
760 Administration	75,187.40	60,000.00	15,187.40	125.31 %
765 Information Technology	123,505.06	115,000.00	8,505.06	107.40 %
770 Cleaning Materials & Supplies	3,800.06	5,500.00	-1,699.94	69.09 %
775 Emerg. Operating Supplies	84,208.30	100,000.00	-15,791.70	84.21 %
780 Building & Grounds Maint.	60,119.72	82,000.00	-21,880.28	73.32 %
790 Training	78,585.57	132,345.00	-53,759.43	59.38 %
810 Utilities	33,111.63	45,000.00	-11,888.37	73.58 %
870 EMS Operations	111,767.39	117,500.00	-5,732.61	95.12 %
Total 1.2 GENERAL FUND MATERIAL & SVC	950,468.69	973,445.00	-22,976.31	97.64 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	35,867.36	100,000.00	-64,132.64	35.87 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	35,867.36	100,000.00	-64,132.64	35.87 %
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...	5,842,626.03	6,480,059.00	-637,432.97	90.16 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	584,969.00	584,969.00	0.00	100.00 %
Total 1.5 GENERAL FUND TRANSFER OUT	584,969.00	584,969.00	0.00	100.00 %
1.6 GENERAL FUND CONTINGENCY		400,000.00	-400,000.00	
1.7 GENERAL RESERVED FOR FUTURE		1,000,000.00	-1,000,000.00	
Total 1..GENERAL FUND EXPENDITURES	6,427,595.03	8,465,028.00	-2,037,432.97	75.93 %
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS		125,000.00	-125,000.00	
1. Personnel Salaries	32,764.13		32,764.13	
2. Personnel Benefits	15,064.70		15,064.70	
Total 2.1 PERSONNEL SVCS	47,828.83	125,000.00	-77,171.17	38.26 %
2.3 MATERIALS & SERVICES	143,750.63	231,516.00	-87,765.37	62.09 %
2.4 CAPITAL OUTLAY	52,466.89	47,350.00	5,116.89	110.81 %
Total 2. GRANT FUND EXPENSE	244,046.35	403,866.00	-159,819.65	60.43 %

Scappoose Rural Fire Protection District

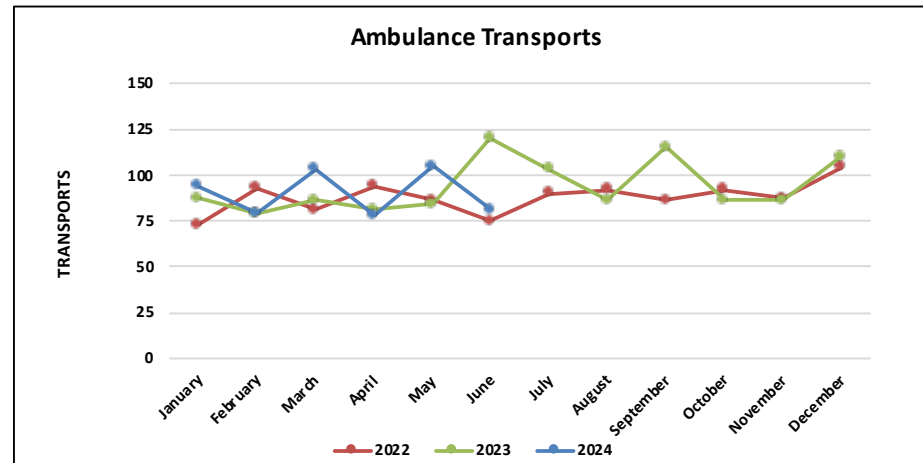
Budget vs. Actuals: FY_2023_2024 - FY24 P&L

July 2023 - June 2024

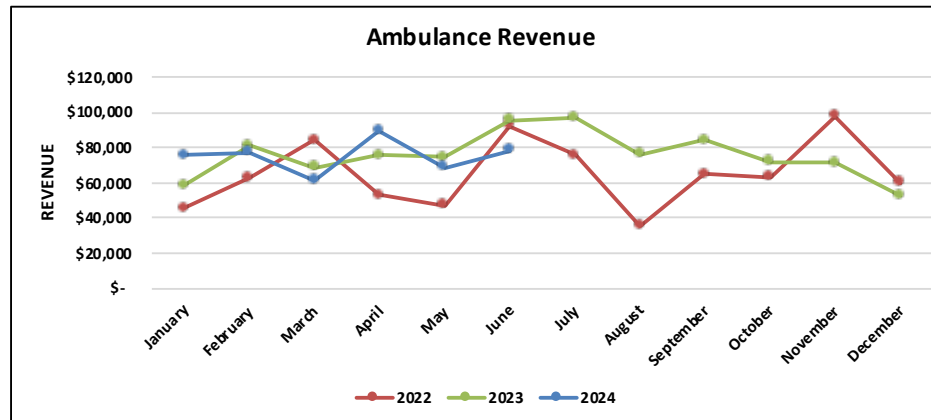
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment	1,334,111.40	1,439,240.00	-105,128.60	92.70 %
Miscellaneous Real Property		7,096.00	-7,096.00	
Reserved for Future Expenses		1,000.00	-1,000.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY	1,334,111.40	1,447,336.00	-113,224.60	92.18 %
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	\$8,005,752.78	\$10,523,642.00	\$ -2,517,889.22	76.07 %
NET OPERATING INCOME	\$3,245,829.04	\$0.00	\$3,245,829.04	0.00%
NET INCOME	\$3,245,829.04	\$0.00	\$3,245,829.04	0.00%

AMBULANCE BILLING & TRANSPORT REPORT

Month	2022	2023	2024
January	73	87	94
February	93	79	79
March	81	86	103
April	94	81	78
May	86	84	105
June	75	120	81
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	\$ 77,119
March	\$ 84,303	\$ 68,763	\$ 61,251
April	\$ 52,956	\$ 75,599	\$ 89,377
May	\$ 47,415	\$ 74,577	\$ 68,797
June	\$ 92,324	\$ 95,639	\$ 78,232
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	



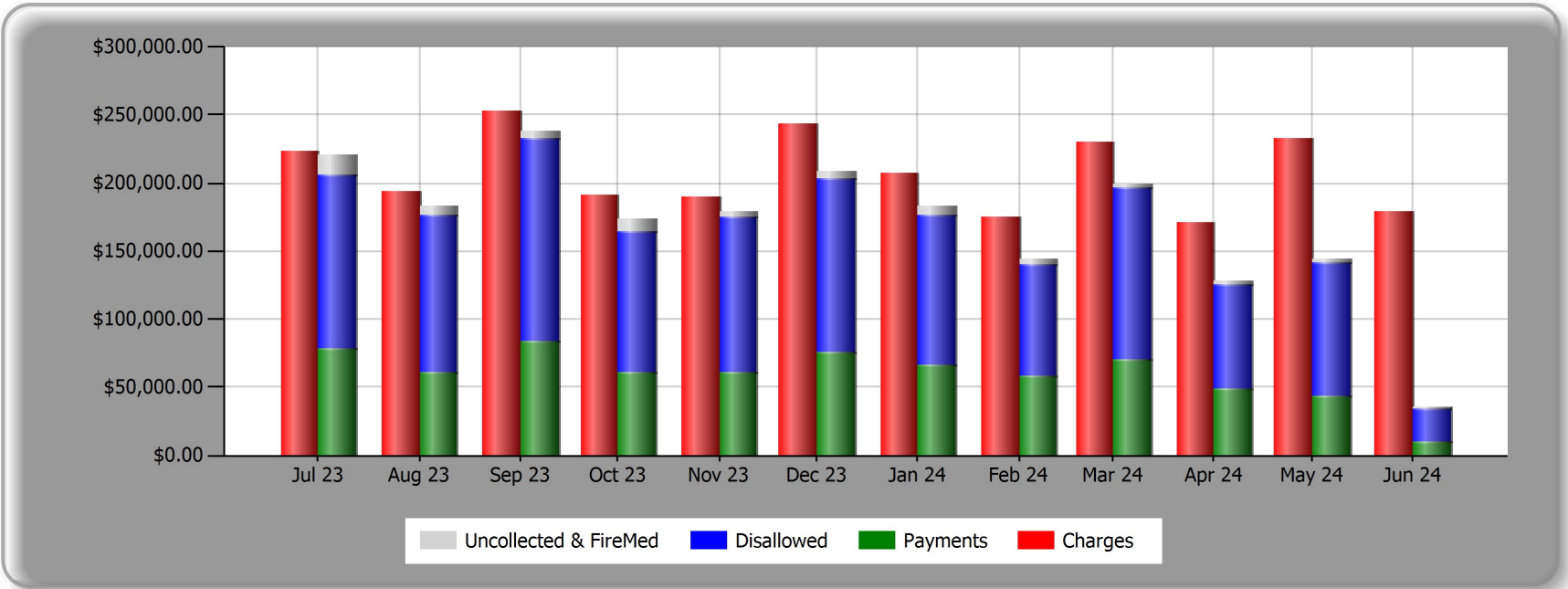
Scappoose RFPD
ANNUAL COLLECTION STATISTICS

Date Of Service	7/1/2023
Date Of Service	6/30/2024
Invoices	0
Company	Scappoose RFPD

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jul 23	101	223,169.80	-78,588.27	35 %	-1,576.54	1 %	-127,768.26	57 %	-12,361.01	6 %	2,875.72	1 %
Aug 23	87	194,554.40	-61,222.74	31 %	-1,533.12	1 %	-115,052.14	59 %	-5,695.80	3 %	11,050.60	6 %
Sep 23	115	252,600.20	-83,882.80	33 %	-871.80	0 %	-149,586.15	59 %	-4,033.71	2 %	14,225.74	6 %
Oct 23	86	190,960.40	-60,754.66	32 %	-775.00	0 %	-103,216.43	54 %	-9,120.16	5 %	17,094.15	9 %
Nov 23	86	189,492.80	-61,689.05	33 %	-1,400.00	1 %	-113,206.00	60 %	-3,555.60	2 %	9,642.15	5 %
Dec 23	110	244,041.00	-75,977.52	31 %	-3,226.95	1 %	-127,292.10	52 %	-2,191.03	1 %	35,353.40	14 %
Jan 24	94	207,456.20	-66,528.47	32 %	-3,415.04	2 %	-109,582.47	53 %	-3,329.95	2 %	24,600.27	12 %
Feb 24	79	175,007.00	-58,094.22	33 %	-1,800.00	1 %	-81,644.57	47 %	-2,854.00	2 %	30,614.21	17 %
Mar 24	104	229,821.00	-70,375.69	31 %	-2,366.20	1 %	-126,370.90	55 %	-275.00	0 %	30,433.21	13 %
Apr 24	78	171,427.20	-49,677.95	29 %	-2,615.01	2 %	-76,478.51	45 %	0.00	0 %	42,655.73	25 %
May 24	105	233,626.40	-43,679.40	19 %	-1,980.18	1 %	-98,194.90	42 %	0.00	0 %	89,771.92	38 %
Jun 24	81	179,130.60	-10,607.01	6 %	-275.00	0 %	-25,378.26	14 %	0.00	0 %	142,870.33	80 %

1,126 2,491,287.00 -721,077.78 -21,834.84 -1,253,770.69 -43,416.26 451,187.43

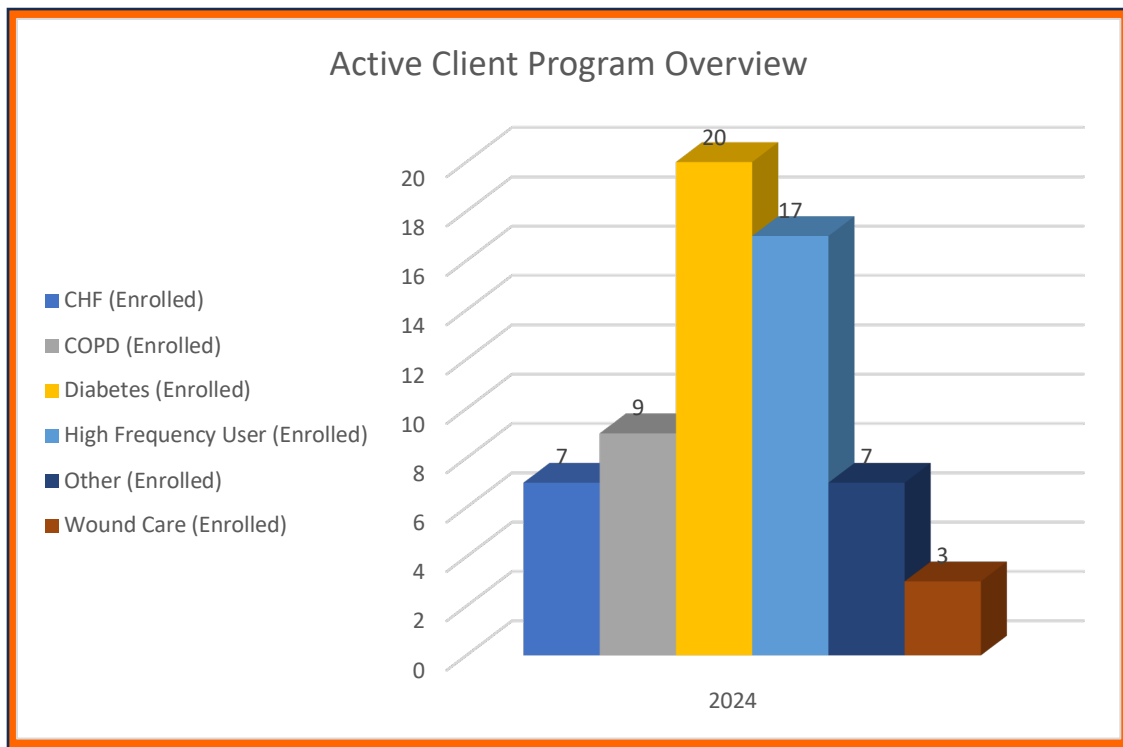
All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



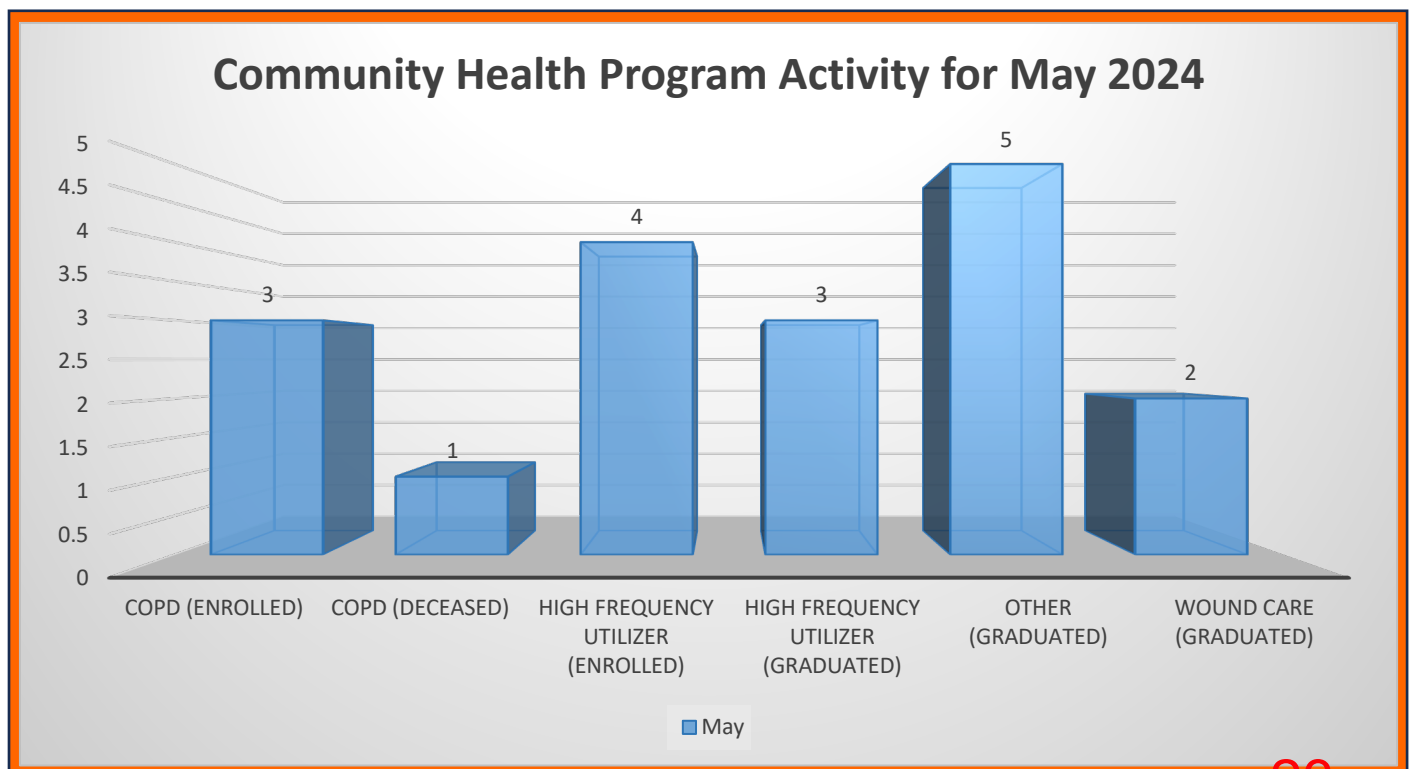
COMMUNITY PARAMEDIC REPORT

May 2024 Community Paramedic Program Report

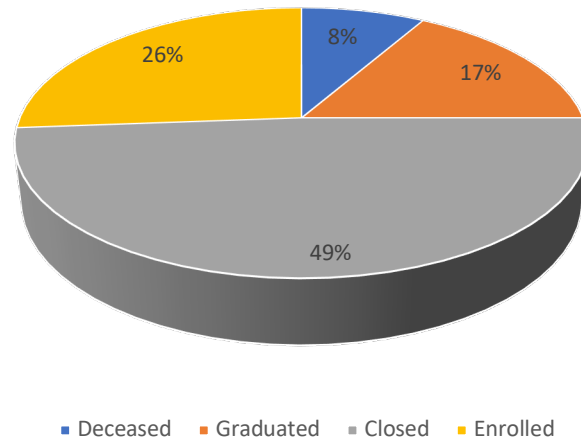
As of **May 31, 2024**, our Community Paramedic has **63 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **5 years old**, the oldest being **94 years old**, with the average age being **60 years old**.



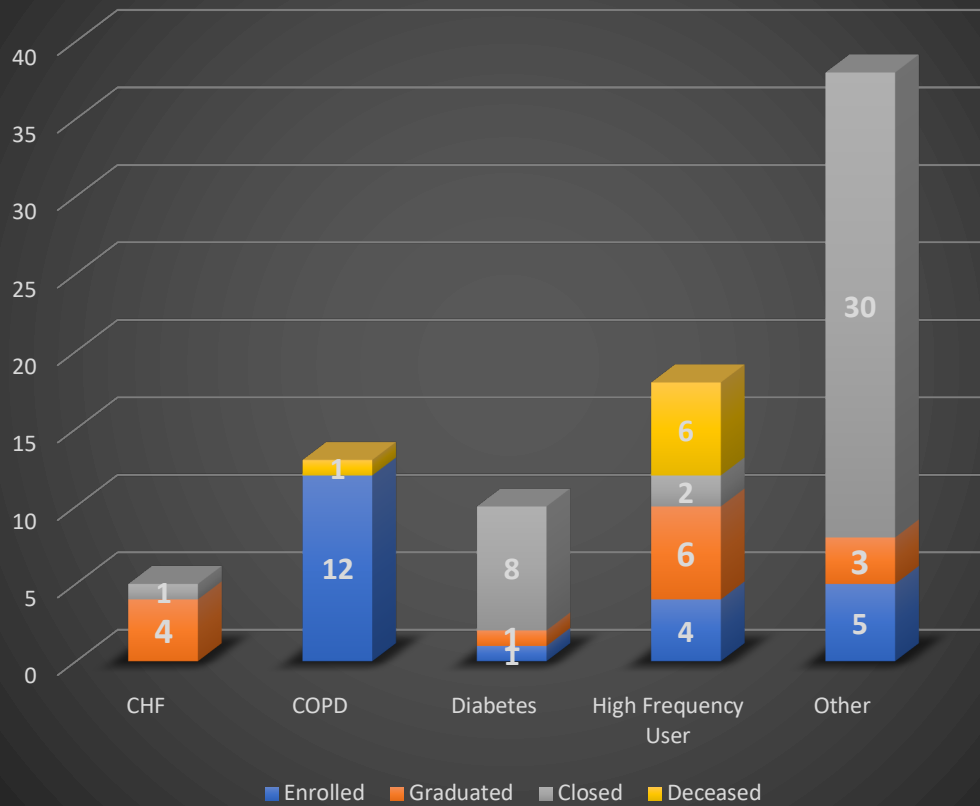
The graphic below represents program status changes that occurred in **May 2024**.



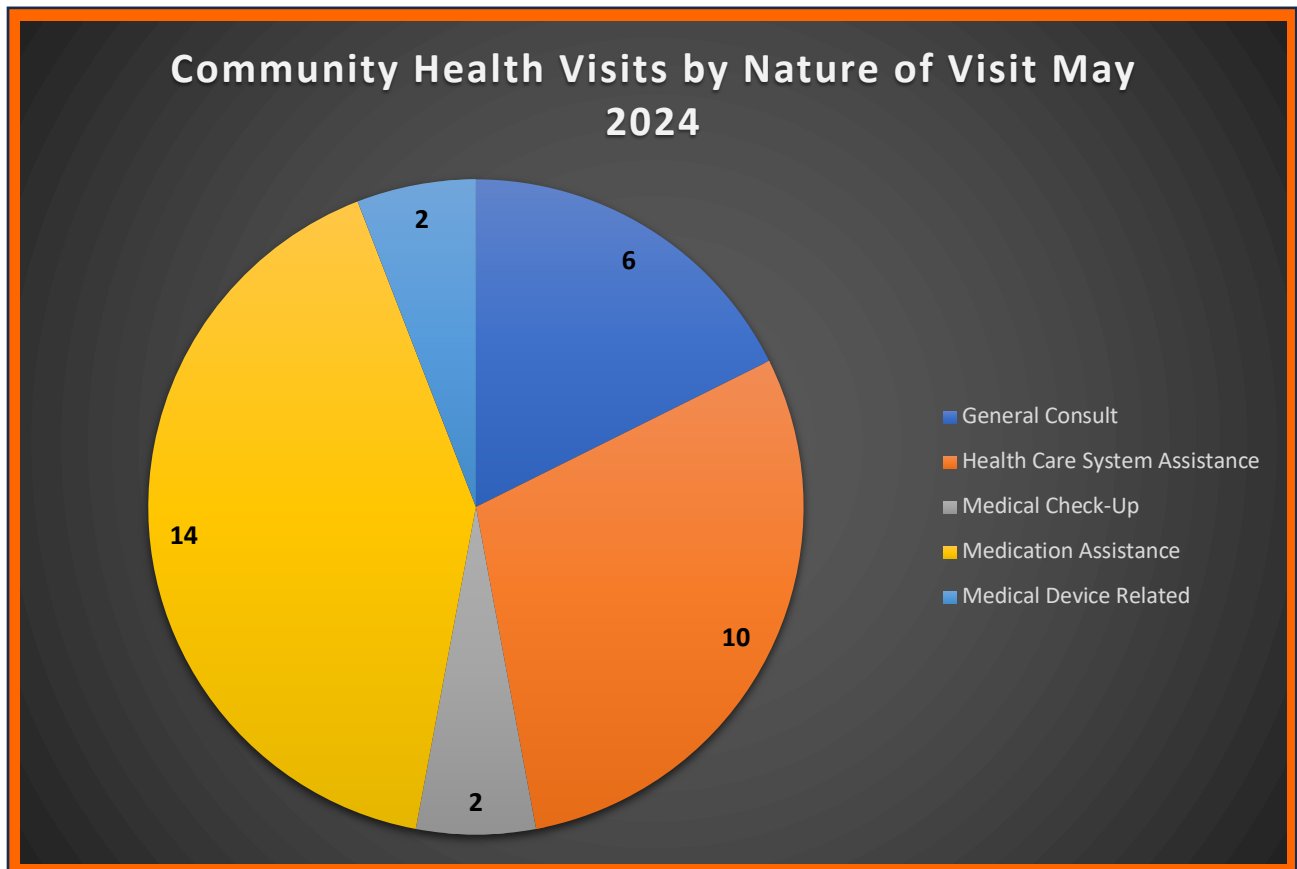
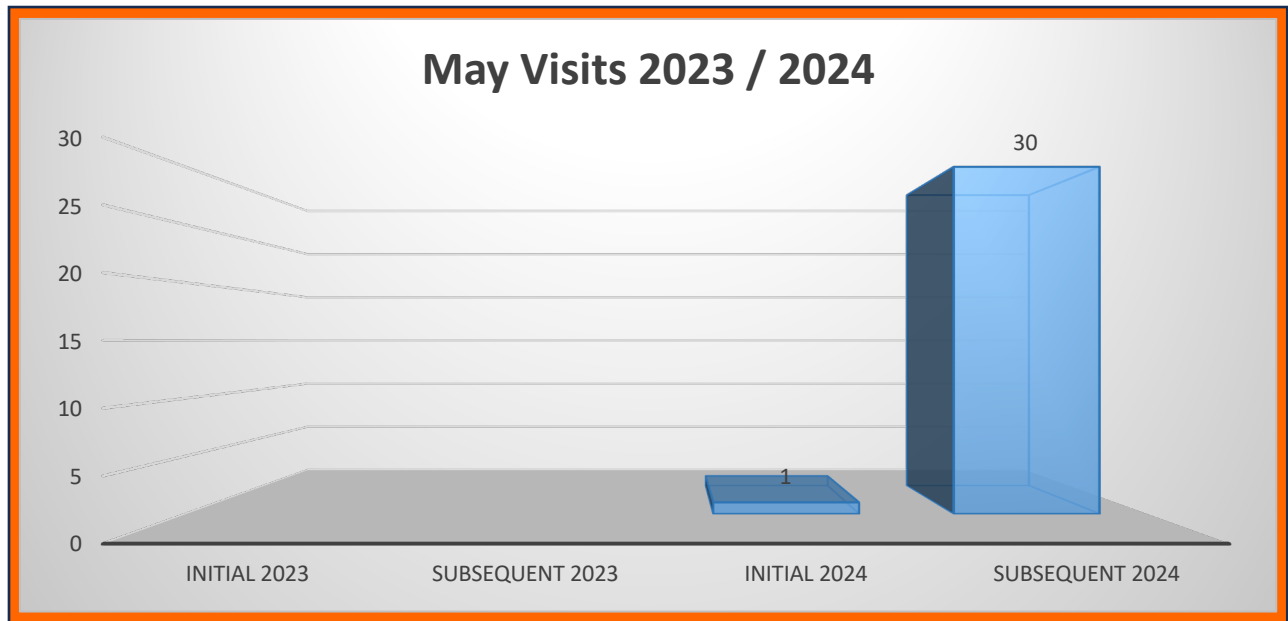
Client Program Status Update Overview 2024



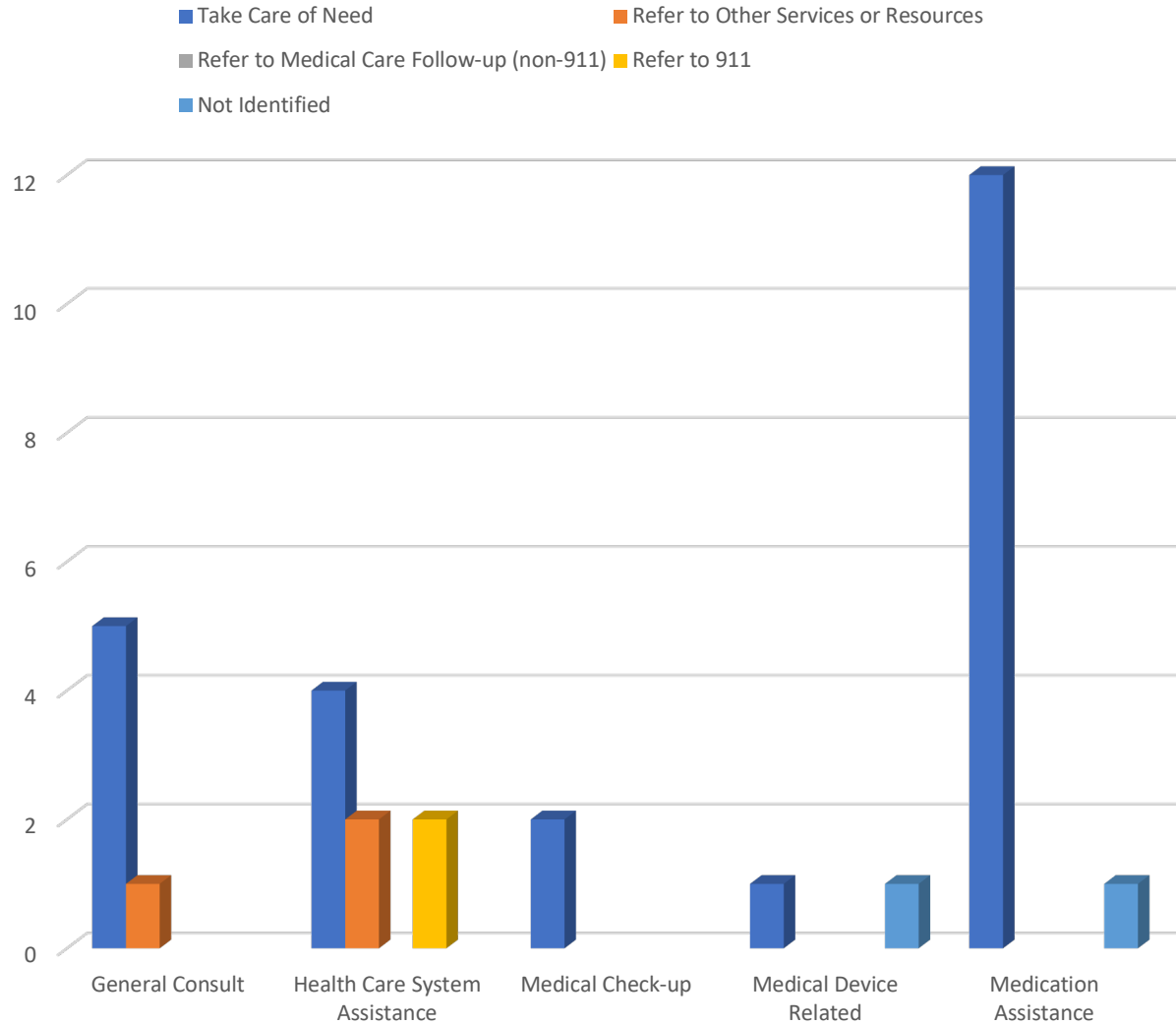
Client Program Update Overview 2024



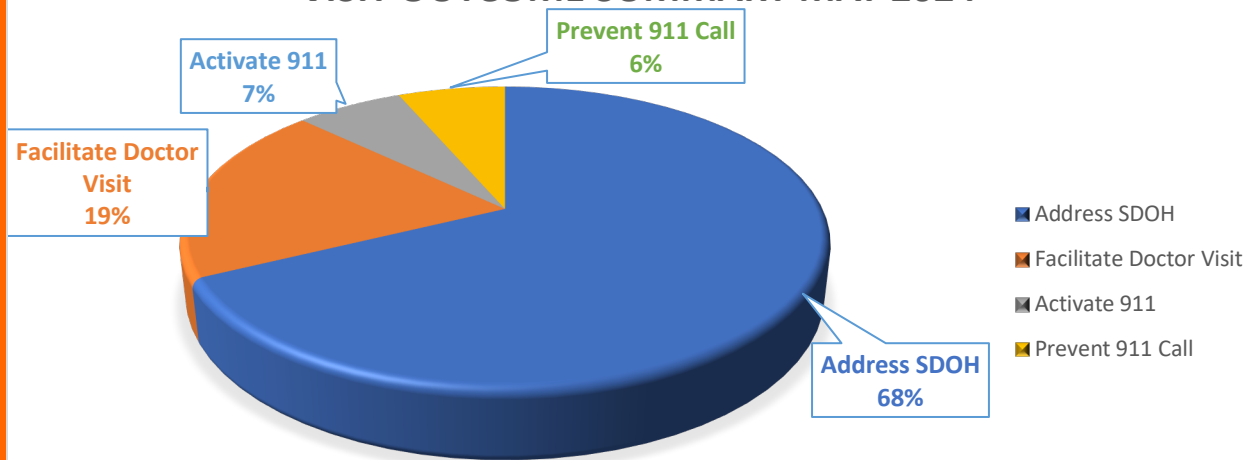
The total number of documented client visits during **May 2024** is **31** compared to **0** during the same time period in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for **May 2023 / 2024**.



Service Performed During Visits May 2024

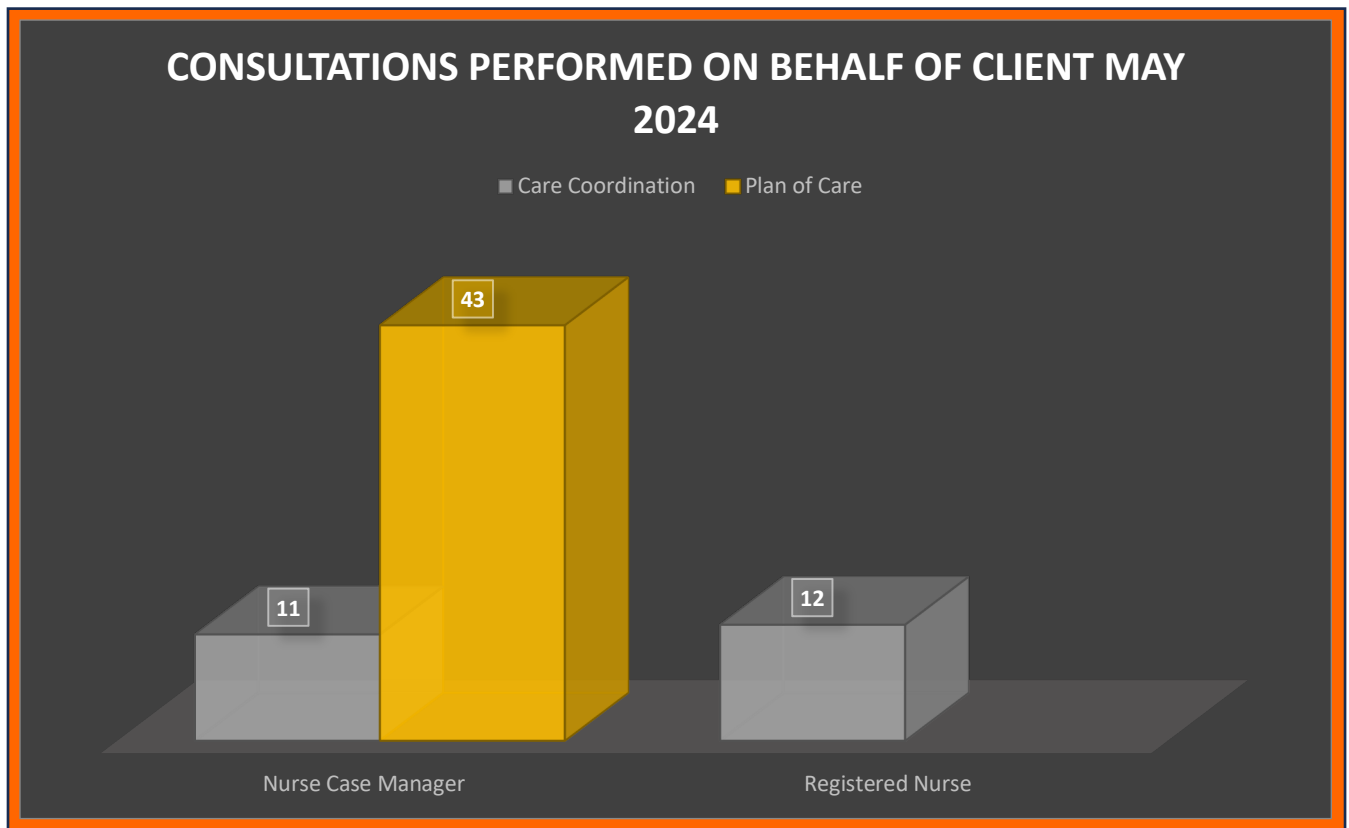


VISIT OUTCOME SUMMARY MAY 2024



*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 **May 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.



*DME = Durable Medical Equipment

RESPONSE ACTIVITY REPORT

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

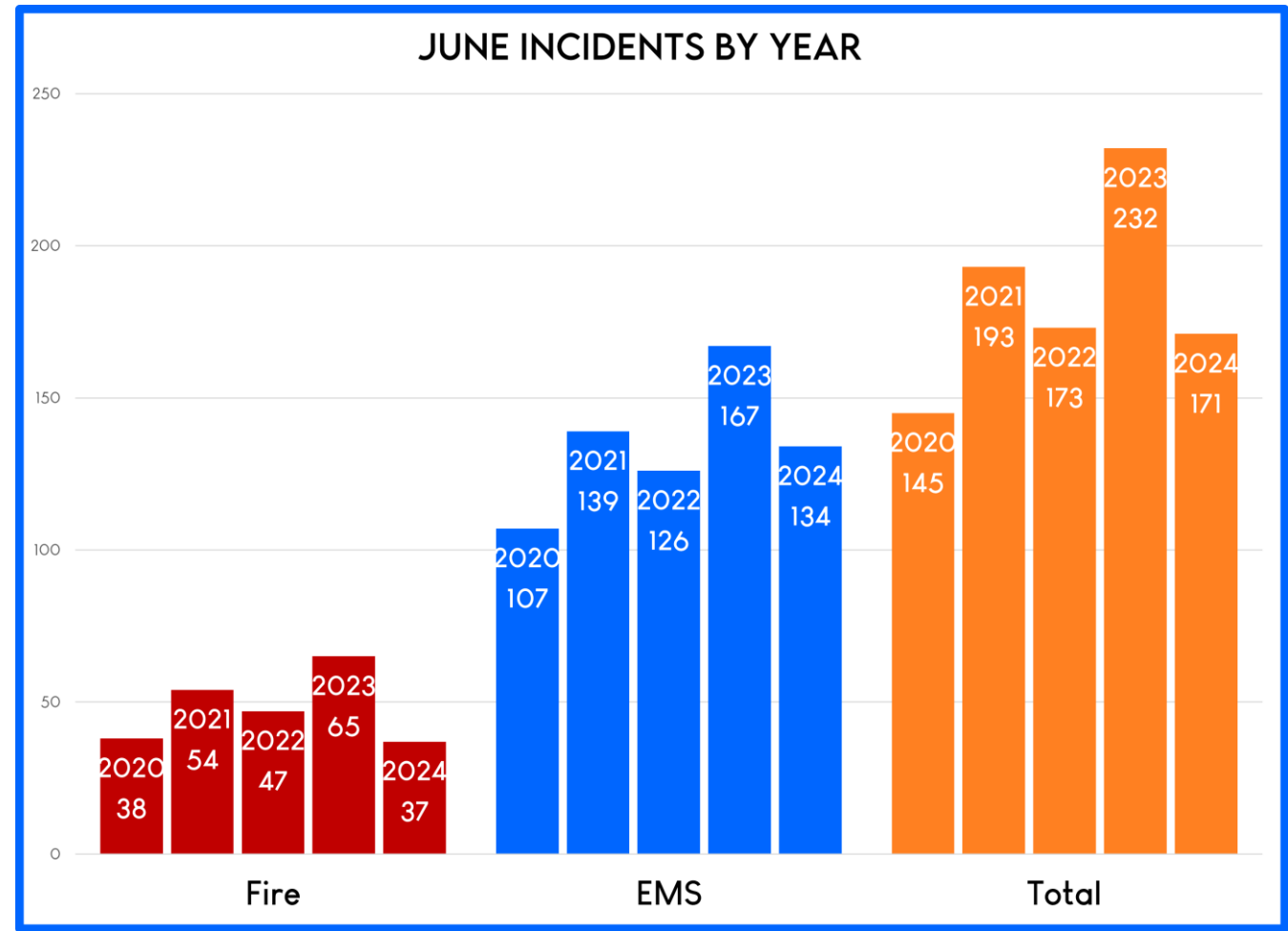


JUNE 2024

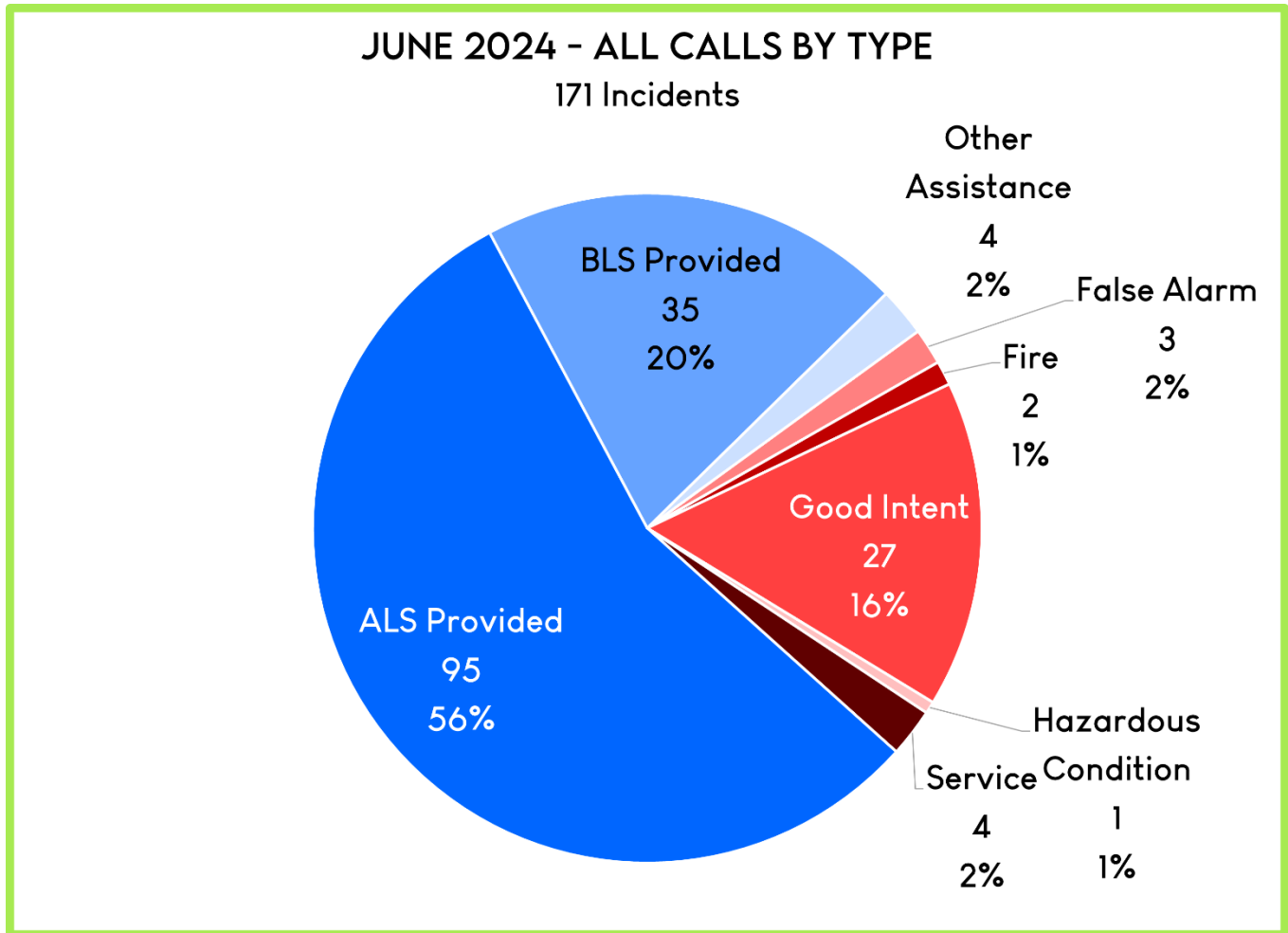
For the month of June, Scappoose Rural Fire Protection District responded to a total of 171 calls for service. There was a total of 373 apparatus responses spending 211 hours and 11 minutes of time. EMS incidents accounted for 78% of the call volume, while Fire incidents were 22%. There were 134 EMS related calls for the month, including a total of 134 patients treated, with 83 of those transported to area hospitals. COVID-19 was suspected or confirmed in 2 patients.

Approximately 50% of the calls for service (85 incidents) represent overlapping calls (at least one other call in progress). Approximately 32% (17 incidents) of the 53 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 June, SRFD averaged 1.23 Fire calls per day and 4.47 EMS calls per day for an overall daily average of 5.70 calls per day. Total Fire & EMS incidents for the same month in 2023 was 232. There were 26.29% less calls this month compared to the same month last year.

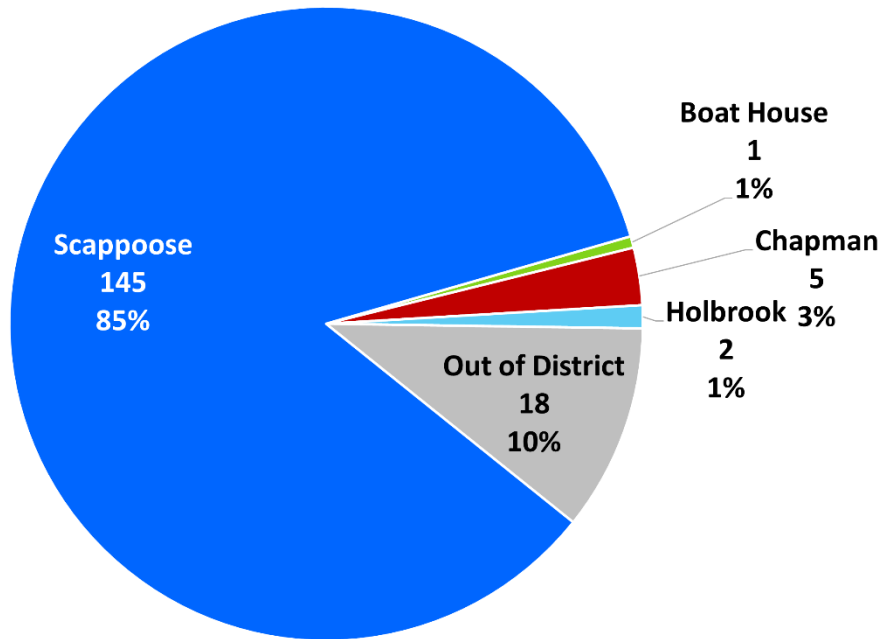


FIRE AND EMS CALL BREAKDOWN FOR JUNE 2024



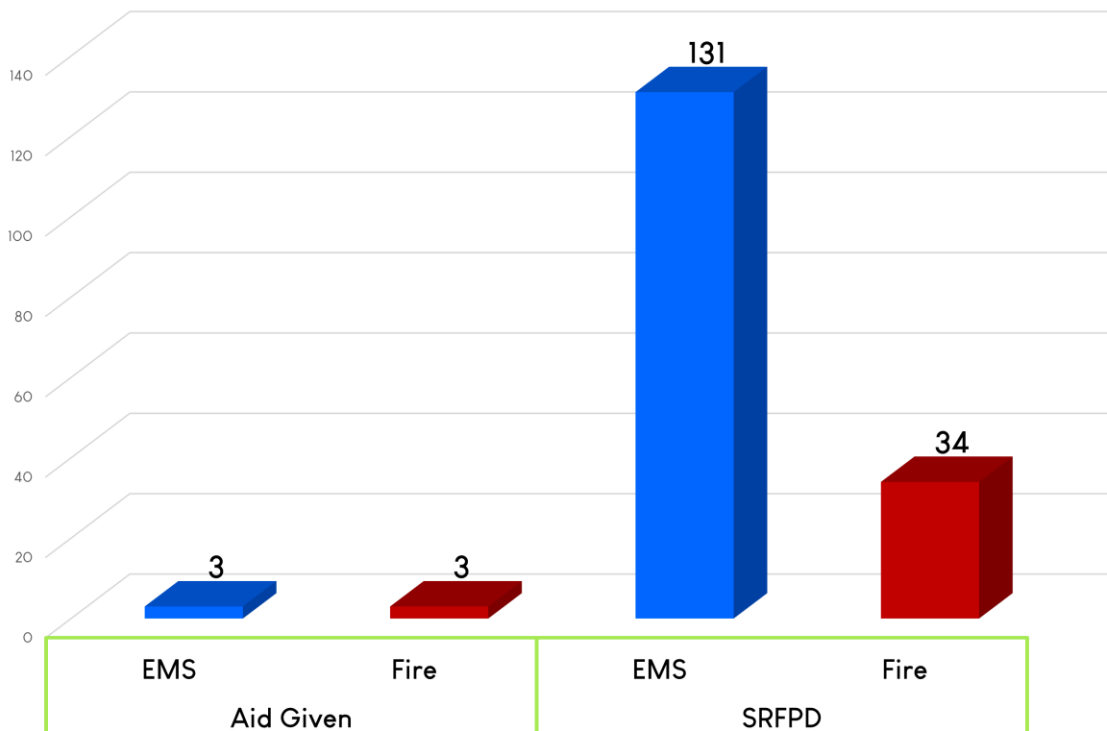
JUNE 2024 - INCIDENTS BY STATION

171 Incidents with 373 Apparatus Responses

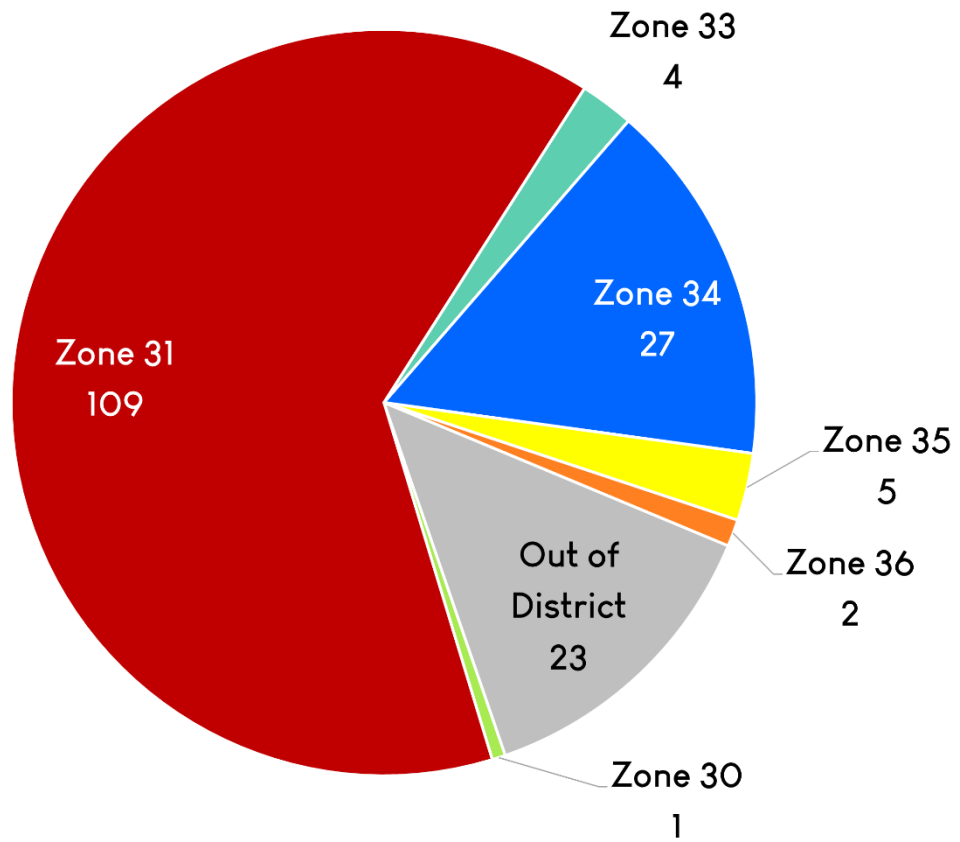


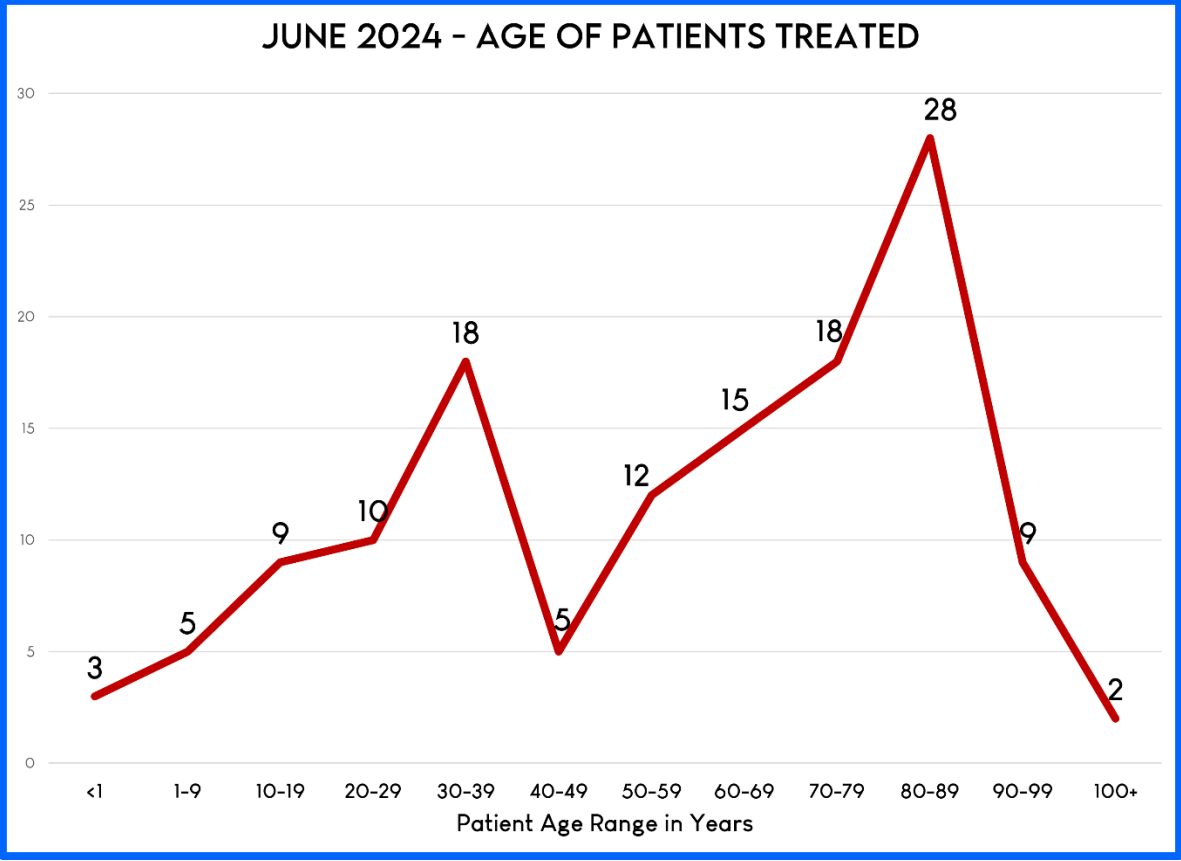
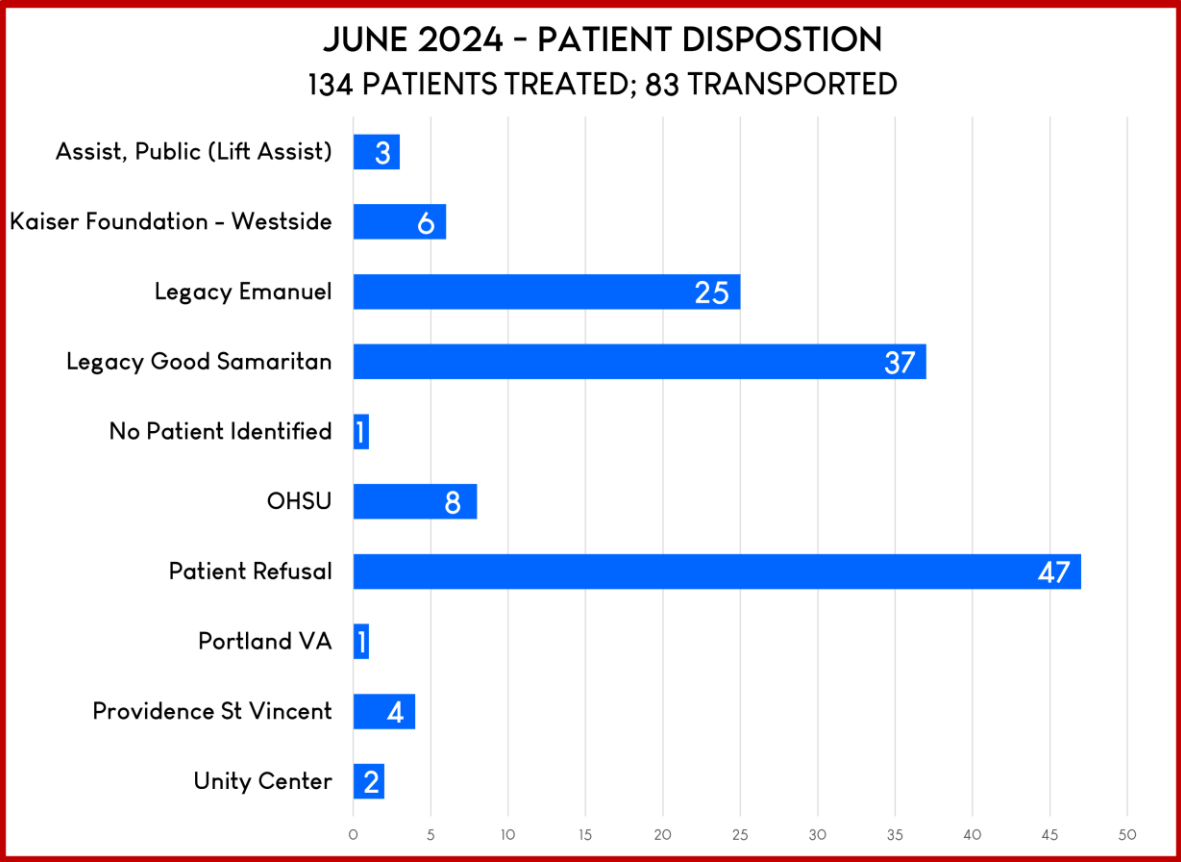
INCIDENTS BY RESPONDING JURISDICTION

June 2024

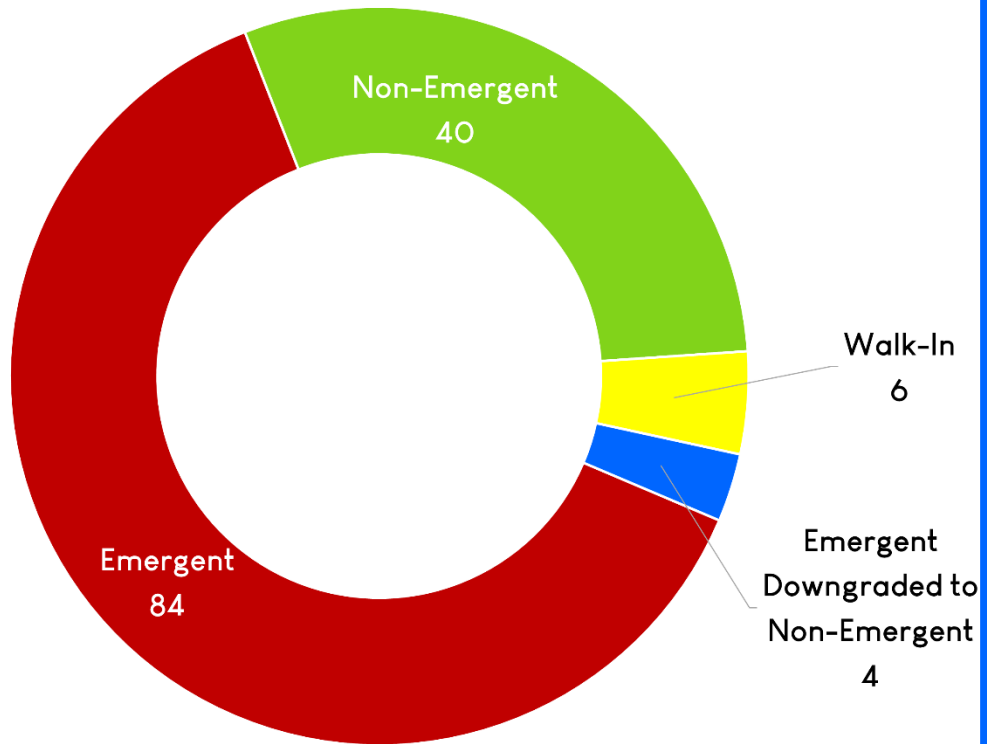


JUNE 2024 - INCIDENTS BY ZONE

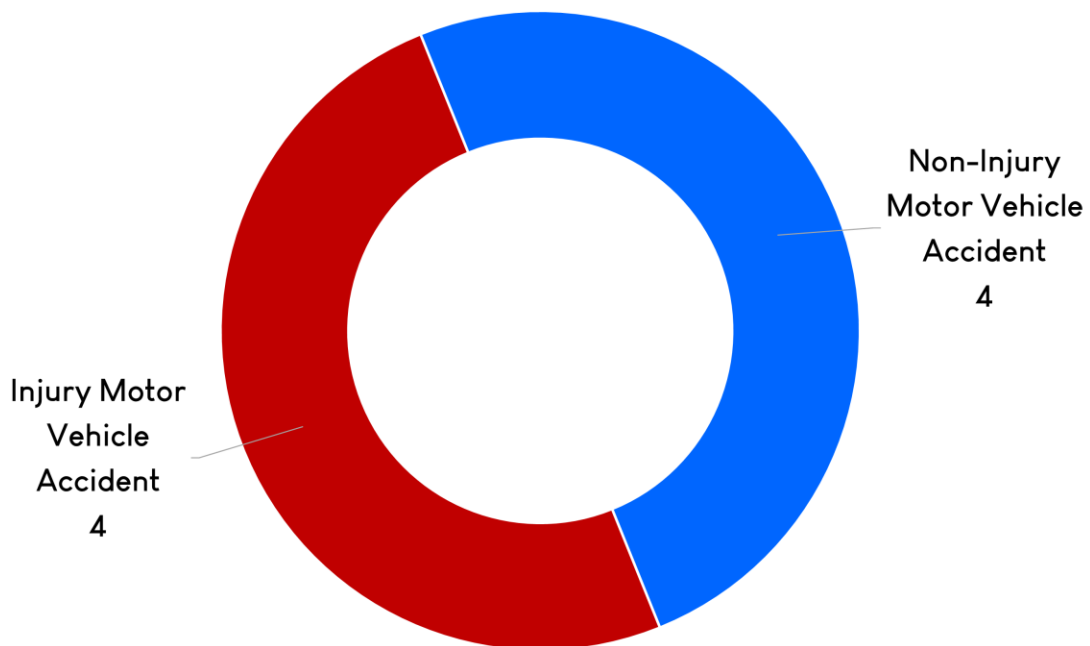


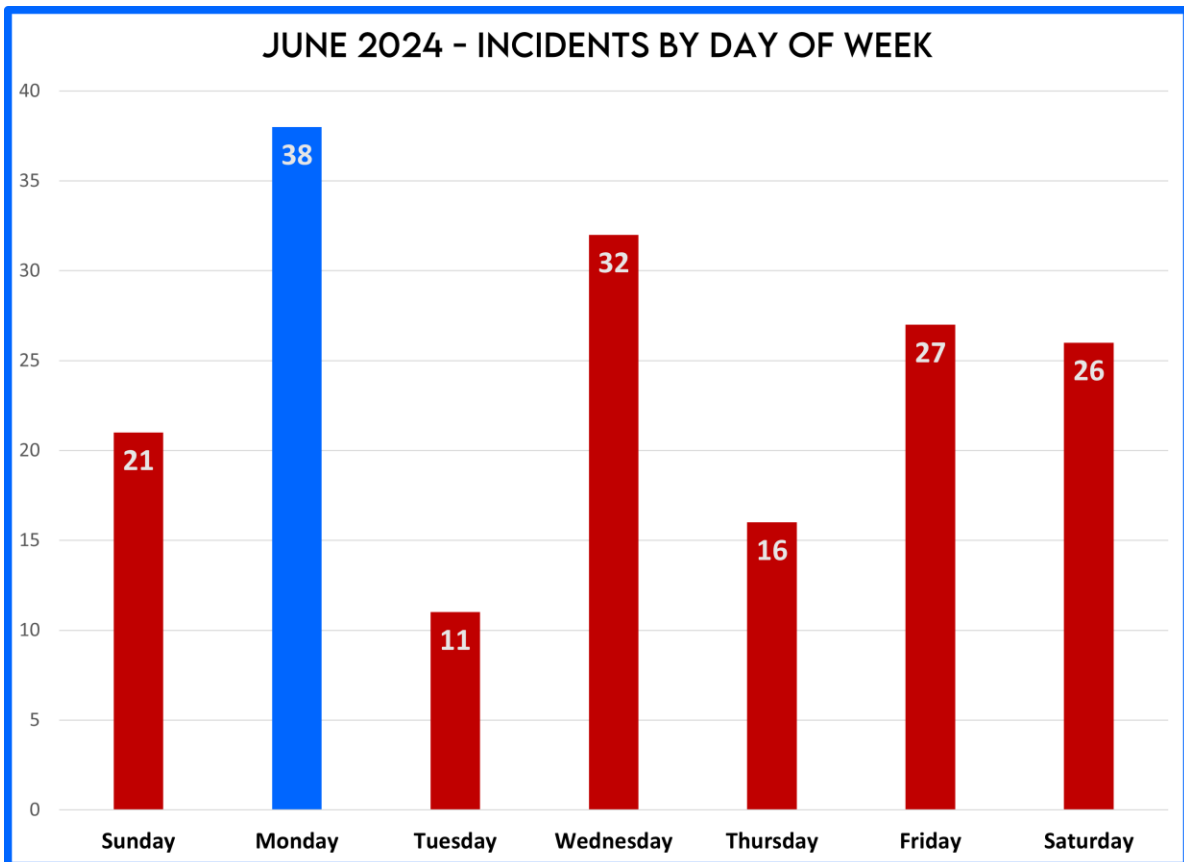
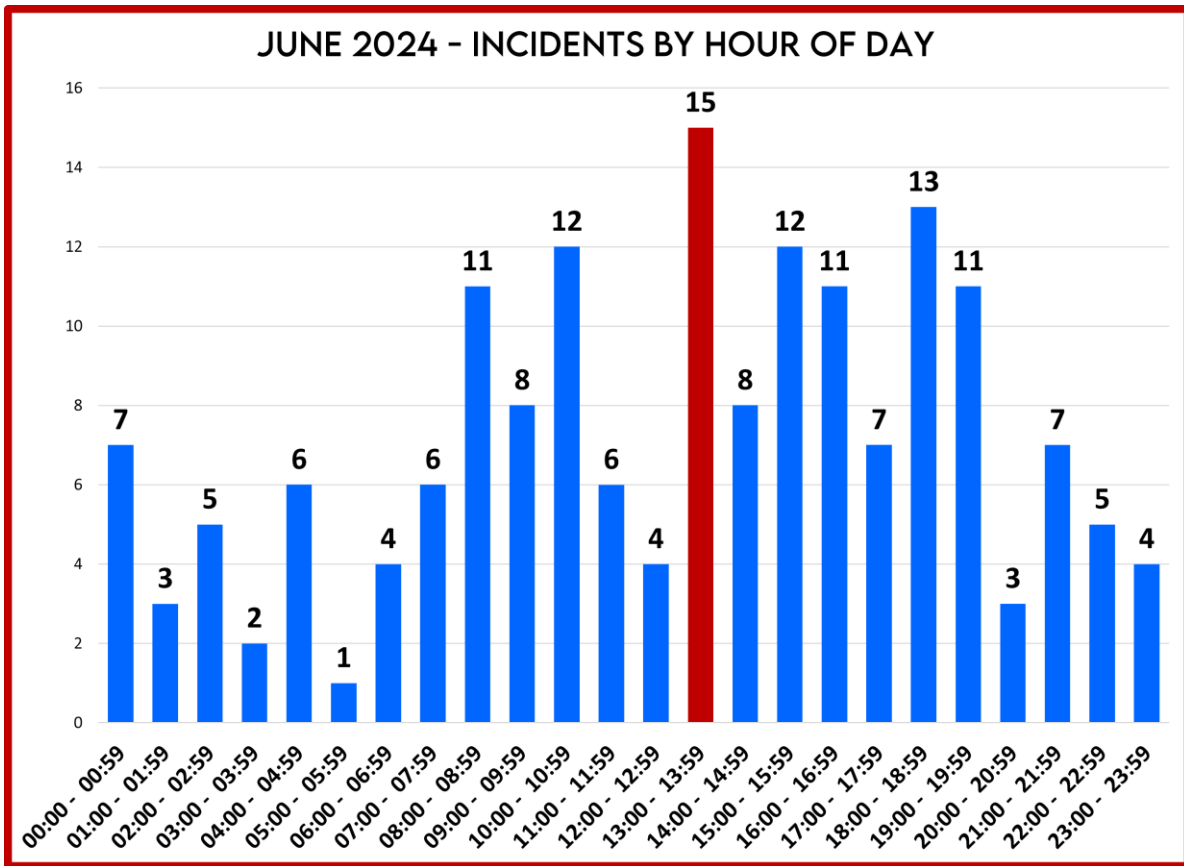


JUNE 2024 - EMS RESPONSE MODE

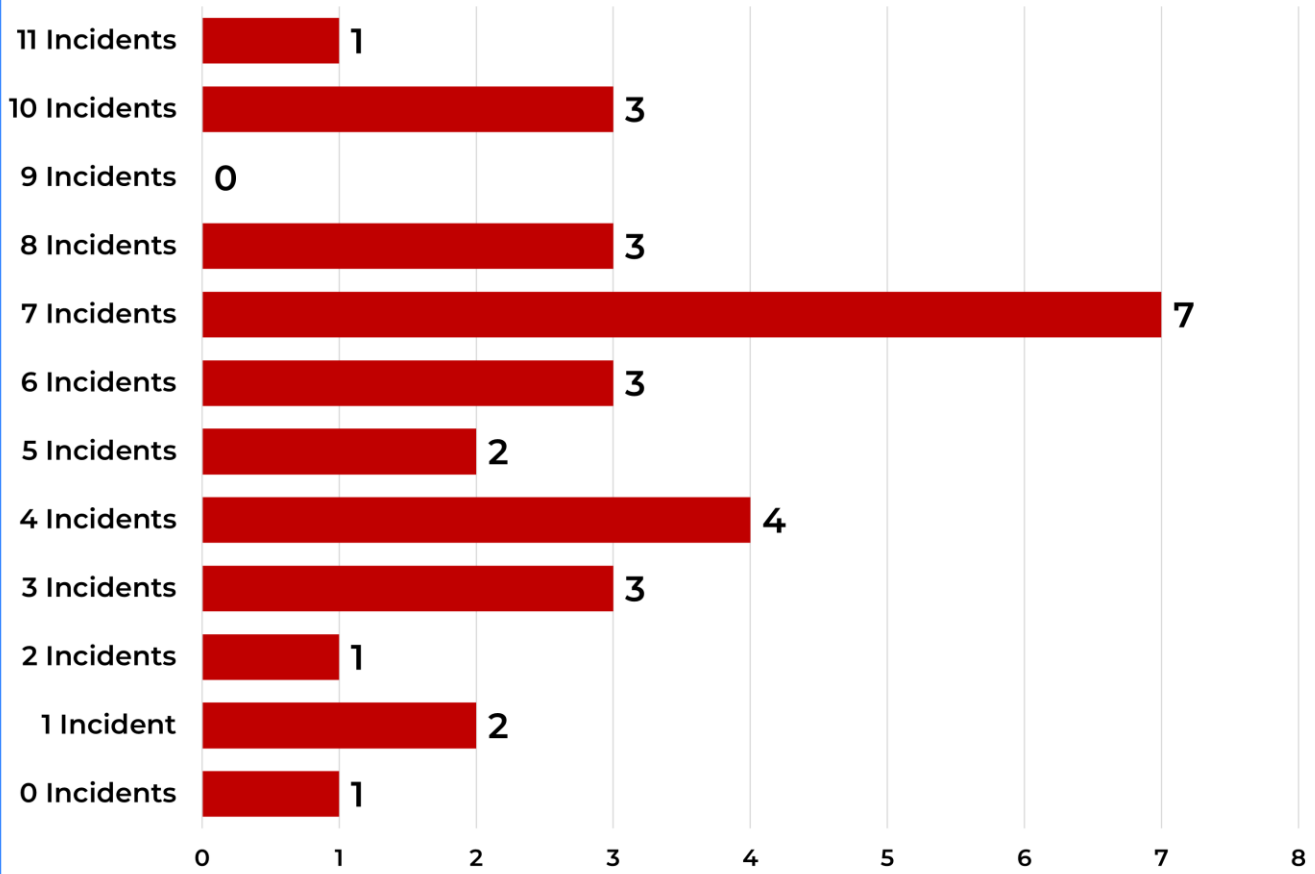


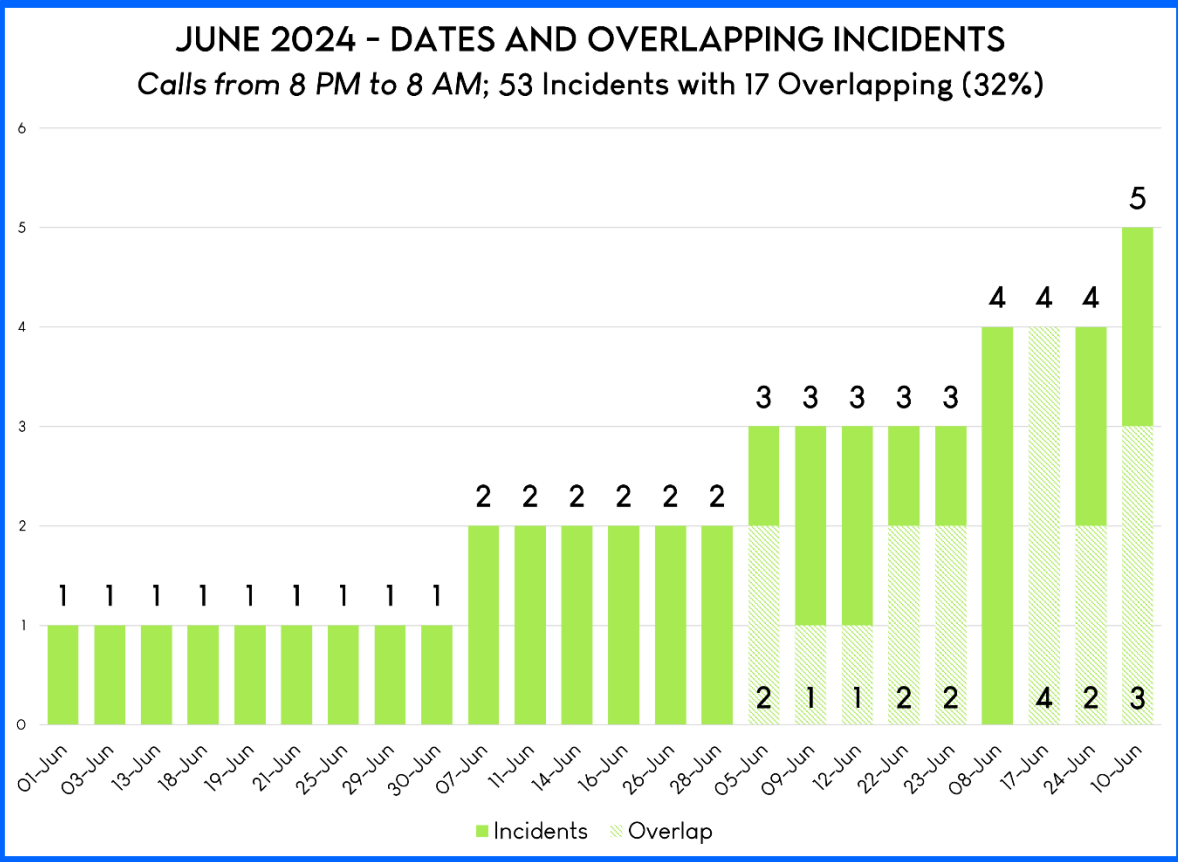
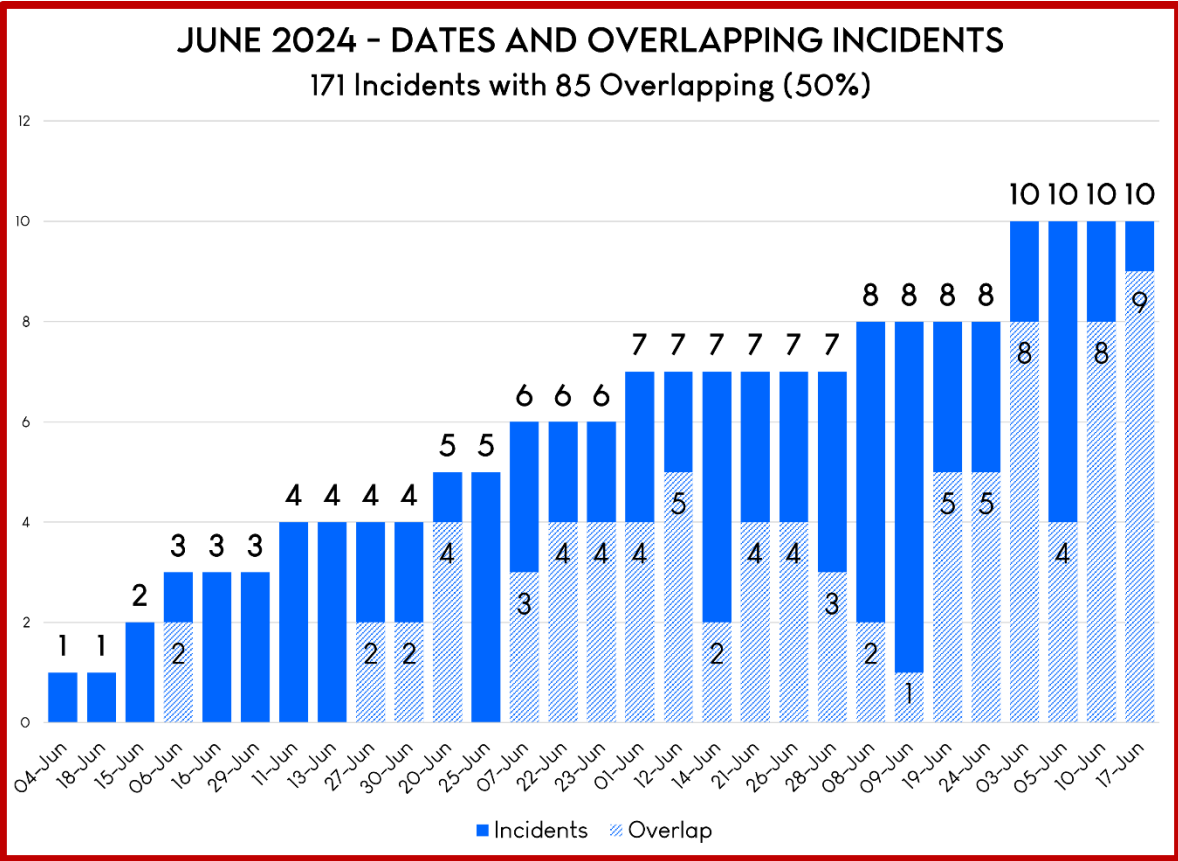
JUNE 2024 - 8 MOTOR VEHICLE ACCIDENTS



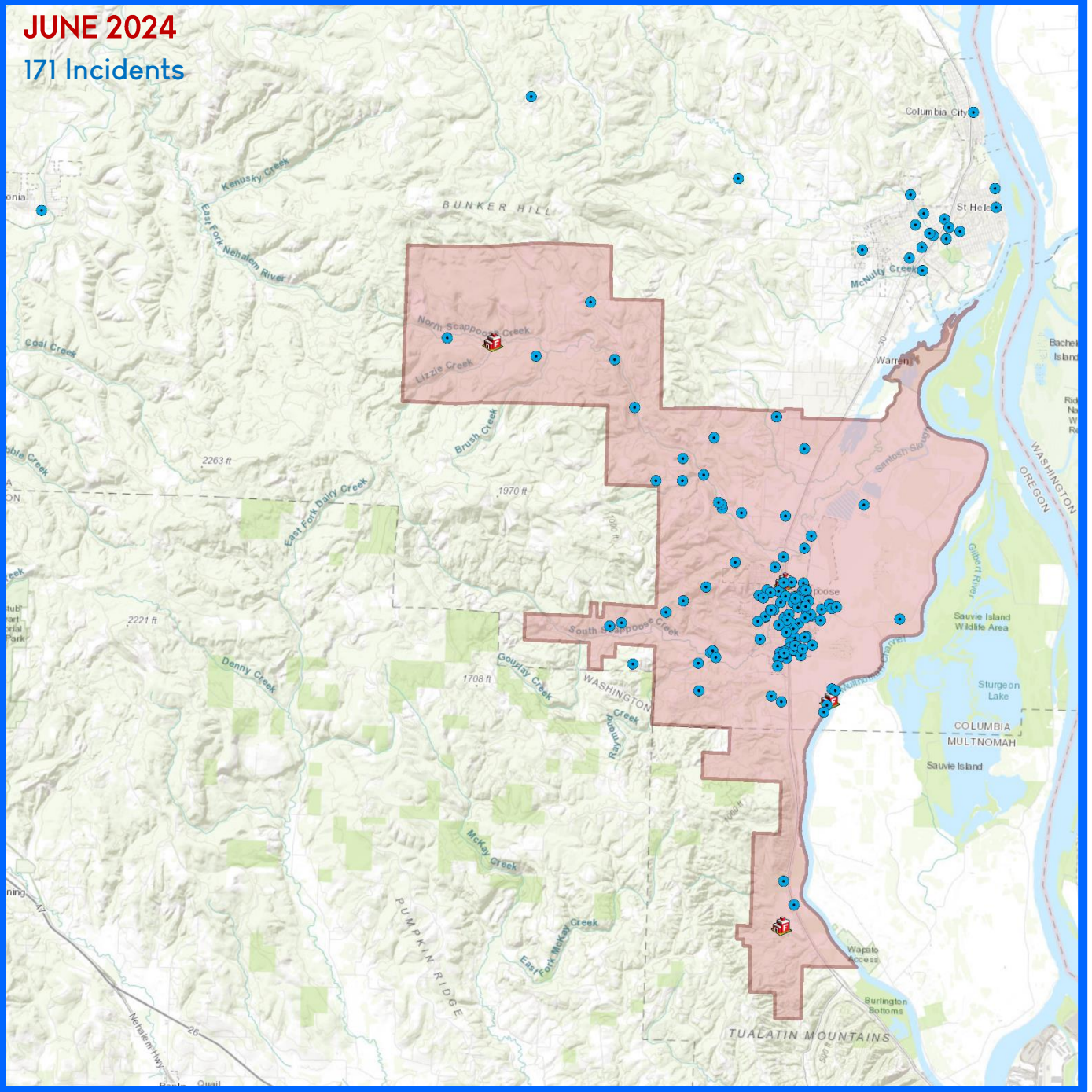


JUNE 2024 - INCIDENT COUNT BY DAYS



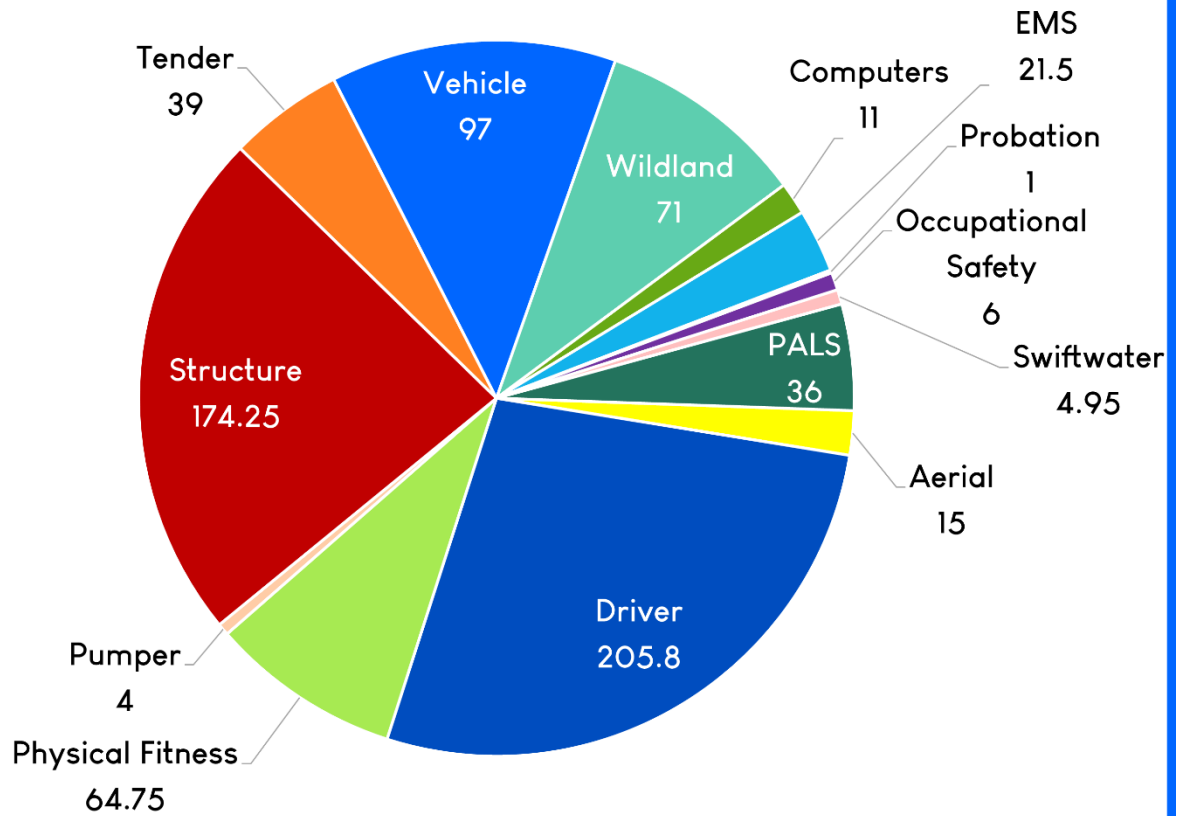


JUNE 2024
171 Incidents

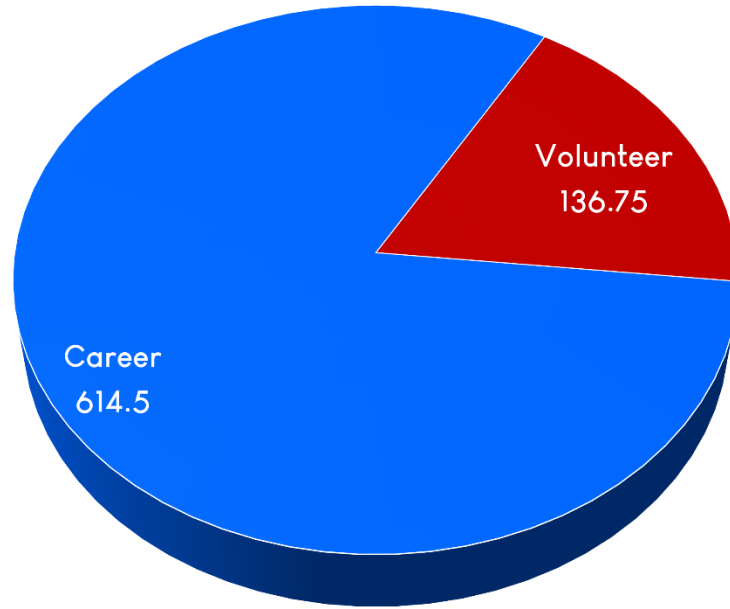


JUNE 2024 - TRAINING HOURS BY SUB-CATEGORY

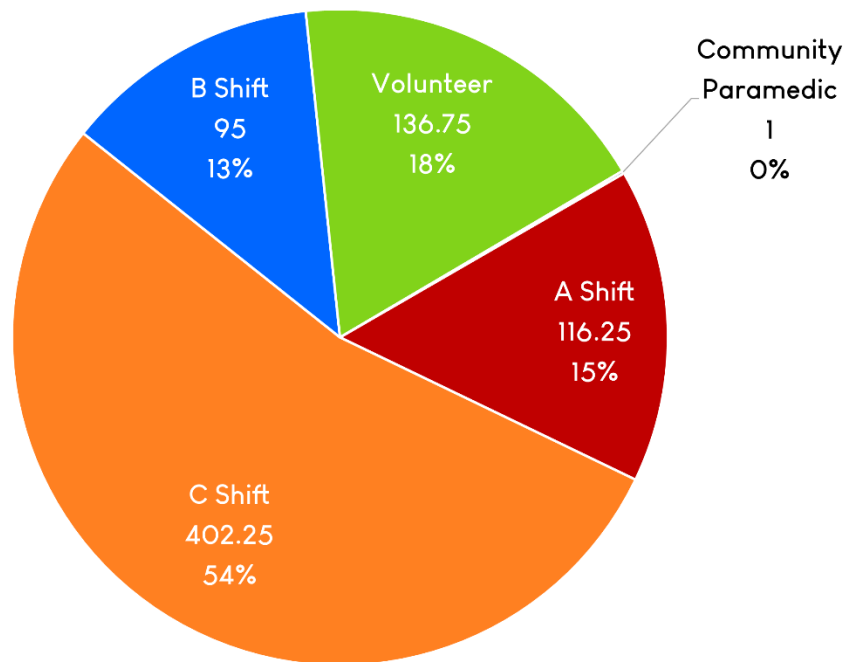
751.25 Total Hours



JUNE 2024 - VOLUNTEER & CAREER
TRAINING HOURS



JUNE 2024 - TRAINING HOURS BY SHIFT

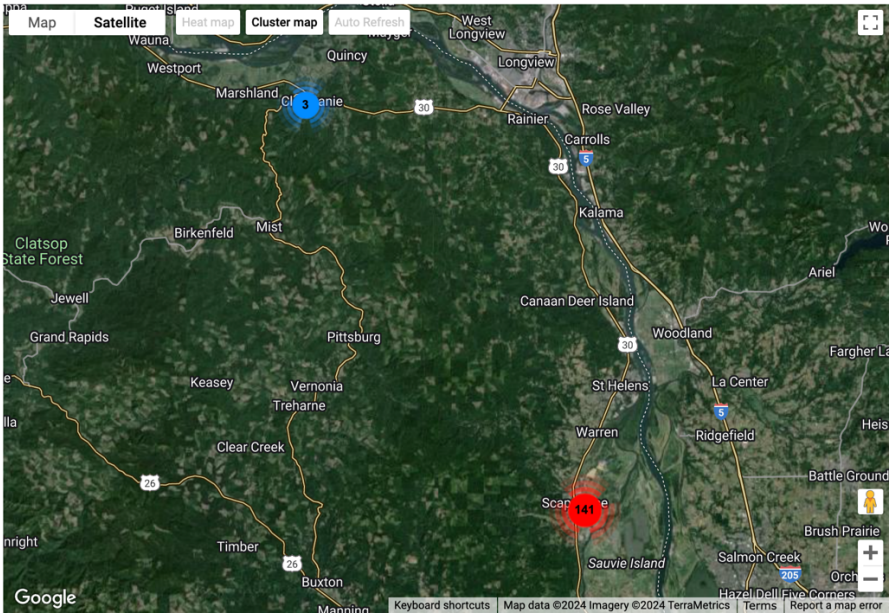
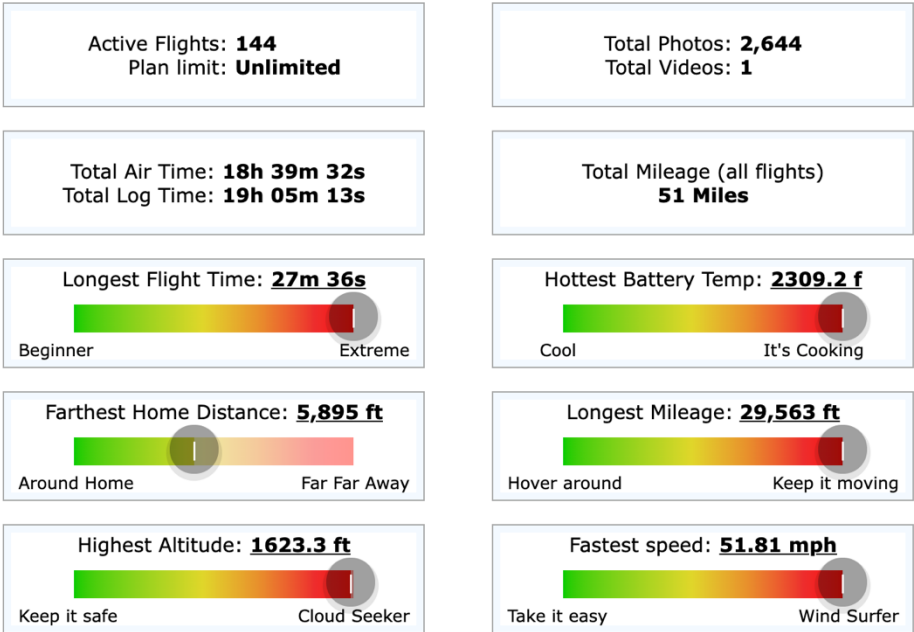


UNCREWED AIRCRAFT (UAS) ACTIVITY REPORT

BOARD AVIATION REPORT
June 2024

TOTAL FLIGHTS: 147
TOTAL HOURS: 19 hours 31 minutes and 32 seconds

CAPTURED IN AIRDATA



CAPTURED IN DRONESENSE

Create Date	Start Time	End Time	Flight Hours	Flight Duration(HH:mm:ss)	Takeoff Latitude	Takeoff Longitude	Mission Names
6/16/24	9:47 PM	9:51 PM	0.07	00:04:24	45.764739	-122.892935	["Scappoose Fire Training"]
6/22/24	12:11 PM	12:12 PM	0.02	00:01:19	46.10153	-123.212504	["Chief_Berg_Procession"]
6/22/24	12:18 PM	12:38 PM	0.34	00:20:36	46.101522	-123.212467	["Chief_Berg_Procession"]
			Total Time	0:26:19			
			Flights	3			

STAFF REPORTS

Fire Chief Report

June

Meetings Attended

6/2/24	Fire Engine Inspection	6/11/24	Fire Science Class
6/3/24	Fire Engine Inspection	6/11/24	Tech Council Meeting
6/4/24	Fire Engine Inspection	6/11/24	ODF MMA Class
6/4/24	S-373 Meeting	6/12/24	Fire Science Class
6/4/24	RDPO Program Committee Meeting	6/12/24	ODF MMA Class
6/5/24	Fire Science Class	6/13/24	Board Meeting
6/5/24	East Columbia Meeting	6/15/24	Monthly UAS training
6/5/24	FEMA Paperwork meeting	6/17/24	Mtg with Canadian FF
6/6/24	Fire Science Class	6/18/24	S-373 meeting
6/6/24	RDPO Fire & EMS WG meeting	6/19/24	Columbia Co Shelter Table Top EX
6/7/24	Fire Science Class	6/20/24	RDPO Policy Committee Mtg
6/7/24	Oakridge Airport Mtg	6/21/24	Labor Mgt Meeting
6/7/24	Lincoln Co. EAP AAR		
6/7/24	Meeting with ODF Caffereretta		
6/10/24	Fire Science Class		
6/10/24	Site Scan Check In		
6/10/24	ODF MMA Class		

Hours Worked June: 188 Hours

On Call in June: 162 Hours (Call shifts minus office time)

TOTAL HOURS: 350

Training

Columbia County Mass Shelter Table Top

Aerial Observer Training ODF

Teaching at the High School

Projects

EMS Boundaries Multnomah County – *In Progress, meeting on the 22nd of July*

Fire Station Project ~ *Tabled*

2023 SPIRE ~ *In Progress*

2024 OSFM Staffing Grant ~ *In progress*

SHSGP ~ *Starting the final closeout process*

Senate Discretionary spending request ~ *Completed*

2022 AFG Grants

Tender Project ~ *Completed*

Engine Project ~ *Completed*

This is a very interesting report to give to you and the community this month. As I am looking back as last year, and what was accomplished in the month of June, a wave of nostalgia brings challenging, but yet fond memories of years of work that all came together in June 2024. A few of the projects that come to mind include the water tender, and the fire engine, both of which started in 2022. To think back on all the meetings, drawing reviews, conversations with apparatus committee members, it's a relief to have both of these vehicles here. The other significant project is the STEM education and workforce development project with the high school. Looking back at our application, we submitted a request for assistance with Senator Merkley, back in April 2022. The most interesting thing, is that, even though it seems as though these two projects are over, they are just beginning.

While many don't realize, our volunteer and career staff did an incredible job preparing for this year's Fourth of July, pancake breakfast. Months of planning, detail oriented thoughts are what made this year's breakfast a success. Above all, I was humbled to observe the coordination and collaboration amongst the various teams that were responsible for specific areas of the breakfast. It truly is inspiring to be a part of this great group.

However, as with the good, there are some challenges looming on the horizon that will need careful thought and require utilizing the group think process. The first challenge of two, is with one of our partners, specifically, Columbia County. We will need to decide whether or not we want to continue to participate in investing in emergency management and homeland security through an IGA that's been in place for over a decade. Several of the fire agencies in the county are frustrated with the lack of communication with our county partners. They seem to be disconnected with the needs and challenges facing the fire service. The second of which is included in a staff report with respect to whether or not we want to apply for one of the ambulance service areas or ASA.

As we work our way into the heart of fire season, we will be implementing additional staffing through the help of a staffing grant by the Oregon State fire marshal's office. This additional staffing will occur Friday through Sunday. On the staffing front, we have a member who will be retiring soon and we have taken steps to fill that vacancy, which has started us down the path of another career fire fighter academy. In filling that vacancy, we created a vacancy with our ERT position. Thankfully, we were able to fill that late last week and should be able to maintain full staffing for quite some time.

Last but not least, as we begin this next fiscal year, we will be working on some long-term financial planning. Additionally, after having to manage over six grants last year, we learned what our capacity is the hard way. Specifically, I overlooked the submittal of one of our reimbursable grants. Our hope was to have that closed out last fiscal year, but we will be carrying this into this fiscal year. This does not cause any issues, just embarrassment on the oversight. Suffice to say, a lot was learned last fiscal year, which will carry us forward to more efficiencies as well as continued stewardship of our communities hard earned and valuable tax dollars.

Assistant Chief Marks
July 2024

June 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 June included:

Fire Defense Board	HPO Steering Committee
Civil Service Meeting	Q2 FPAAC Meeting
New Water Tender Training	

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. A good amount of time was spent on this. I went line by line through a 4500-line spread sheet to ensure data was correct. This was very time consuming but very needed. This project is coming to an end which will help free up some time.

Created a job posting for an ERT position. With Firefighter Chaffuer planning on retiring at the end of July, movement in the organization is coming. We have not received any applications for this position yet. We are looking at different ways to recruit for this position.

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 ompletion 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. 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 June 2024

80 Hours

Call time in June 2024

204 Hours (call shifts minus office time)

Total Hours for June 2024

284 Hours



My biggest response for this month.

Someone attempted to stop a bark dust fire. The fire continued to burn in the bark dust on and off the sidewalk.

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

June Projects:

- ◆ Volunteer Program Coordination (On going) - Working with Henry Oberbarnscheidt the in the Member Outreach position and Fall 2024 recruitment
- ◆ SRFD Uniforms (On going) - Working with FF Booth to get order process updated.
- ◆ LCRTOA Fire Investigation Hybrid Course - (Completed) 6 students completed the training
- ◆ Coordinate with LT Anderson for Tender Training (In progress) - a few remaining operators
- ◆ Coordinate Burn to Learn – Port of Columbia property (In progress)
- ◆ Coordinate New Hire Firefighter Training Schedule (Completed)
- ◆ Fire District Bond Media Campaign (Tabled)
- ◆ Fire Code Application Guide Update (On hold) - Been authorized to get quote from contractors to help update and design the new guide
- ◆ Compliance Engine SRFD Profile Update (On hold) - Need walk through of system with Chief Pricher or contractor

Fire Marshal Division:

One (1) driveway inspection was completed, one (1) Land Use application was completed, one (1) fire inspection was completed.

Training Division:

LT Anderson conducted orientation sessions for all career and volunteer operators on the new water tender.

Thank you to Sam Swenson from ODF that lead our RT-130 Wildland Refresher training this year for all our members.

The Volunteer Firefighter Academy wrapped up in June 2024, graduation ceremony set for July 10th during drill. Thank you to everyone that helped this effort!

Public Information Program:

Working with Columbia County to support county wide safety messages.

Volunteer Program:

Focus in the month of July will transition to volunteer recruitment for the Fall academy. There are a few scheduled events planned over the next few months.

June Meetings & Activities:

Date	Meeting/ Topic	Date	Meeting/ Topic
6/3/2024	Fire Inspection	6/9/2024	NFPA Fire Investigation Hybrid

			Course In-Person Lecture
6/5/2024	Final Driveway Inspection	6/15/2024	PCC Recruitment Day
6/6/2024	Land Use application CU 23-12	6/17/2024 - 6/20/2024	NFPA Conference & Expo

Chief Officer Development Training:

None scheduled

Upcoming Training:

None scheduled

Total hours for June 2024: 276 hours: 172 hours & 104 Duty Officer (On-call hours, minus office hours)



Member Outreach
7/2/2024

These are some of the projects I was involved with this month:

- Assisted with Mike Greisen's 50th-anniversary setup, celebration, cleanup, and reorganization.
- Worked on board packet.
- Recruitment drive literature.
- 2 X EM Watts, " Ride a Fire engine to school. "Which involved 30-plus people, the rides themselves only involved 4 children each time.E-435.
- Set up, including washing fire engines for Summer Fest organized, manned, and reorganized after. With multiple trips to Chapman for E435. We had a steady stream of people I'm assuming approximately 600 people. We were giving tours of the engine and talking to people from our booth handing out handouts and applications. Everyone had a good time 6 of our volunteers participated.
- Helped issue equipment, and uniforms to the newer volunteers.
- Spent time helping train multiple volunteers multiple times, such as PPE, SCBA, ropes and knots, driver training, wildland, ladders, hoses, apparatus familiarization, pumping, and forcible entry to name a few.
- Started working on my task book for the new tender, waiting for the tender to get completed outfitting to finish.
- 2 Small station tours.
- Built 3 public education, and recruitment totes so it's grab and go for the most part and restocked them after each event.
- Helped facilitate recruitment posters and banner. cleaned, mounted, and organized new and existing recruitment materials such as updating applications, and other recruitment materials. With help from others.
- Helped with logistics with picking up and returning the van for the High school students to tour the control tower at PDX.
- Set up, organized, and participated in the career expo at EM Watts with two volunteers. That involved K- 3 grades. Approximately 360 students were involved. E-431 and M433.
- Talked to 8 applicants and set up some ride-a-longs to help cut down the number of recruits that we may lose due to not being aware of what they are committing to. Helping reduce the time and money that we would invest.
- Assisted with the intern program.
- Attended and assisted in Membership committee meetings in addition to also a few subcommittees, Association meeting, and safety meeting.
- Tried to repair the grill trailer for the pancake breakfast.
- Assisted in helping Sasha's family after their house burnt down on 6/17/24. Sasha has continues to be active after the incident.
- Assisted starting to organize our involvement in the Columbia County Fair.

- Helped organize SRFD volunteers and attended Division Chief Nick Berg's Funeral in Clatskanie. E-435
- Assist on calls as needed.
- Attended A Defensive Tactics for EMS class.

The projects that I see upcoming for next month are the Columbia County Fair, and the continued work on existing projects.

July 2024 – Finance Report

General Fund Revenue:

- EMS Revenue of \$78,232
- May Tax turnovers totaled \$48,620. The County deducted \$21,132.31 from the initial total of \$69,095.01 because they failed to adjust three of SRFD's turnovers from earlier in the year.
- Gas Royalties revenue of \$6,799

Grant Fund Revenue:

- \$76,829 in grant revenue was deposited in June

General Fund Expenditures:

- \$464,295 in Personnel Services expenses
- \$19,132 in maintenance on equipment. This included the annual service on AP3106 (\$11,396) and ABS Module Sensor Kit for AP3307 (\$4,495)
- \$17,666 in Emergency Operating Supplies for 5 sets of turnouts

Grant Fund Expenditures:

- \$101,831 in various grant fund expenses. These include SAFER Grant reimbursements and close-out expenses for the Senate Discretionary Funding Grant

Property Fund Expenditures:

- \$594,303 in Property Fund Expenses. Upon the advice of our auditors, all apparatus purchases, including most upfitting expenses were purchased in June. The funds budgeted in FY23-24 were expended. For audit & financial reporting purposes, these payments will be reported as a work in-progress.

Year End Wrap-up:

In the General Fund, the revenue of \$9,319,740.49 outpaced the expenses of \$6,427,595.03. This leaves us with a beginning fund balance of \$2,892,145.46 for FY24-25. We stayed within budget through the end of the fiscal year in Materials & Services. A goal for the coming year is to limit expenses in line items that typically are over budget (Maintenance on Equipment, Administration, and Information Technology) to a monthly pre-set amount.

In the Grant Fund, the revenue of \$271,565.69 outpaced the total expenses of \$244,046.35. This leaves a beginning fund balance of \$27,519.34. We expect to collect approximately \$59,000 in revenue from the State Homeland Security UAS Grant in the coming year.

In the Property Fund, the revenue of \$1,443,242.16 exceeded the total expenses of \$1,334,111.40. This leaves a beginning fund balance of \$109,130.76. This is approximately \$200,000 less than was budgeted. This is due to the purchase of the Command and Squad in FY 23-24.

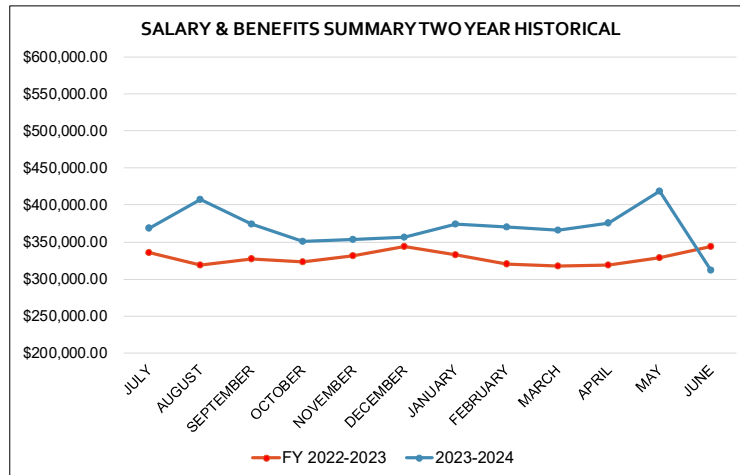
In the Personnel Fund, the total revenue of \$217,033.48 will become the beginning fund balance in FY24-25 since there were no expenses in this fund during FY23-24.

The audit engagement letter was signed on July 1, 2024. The audit is expected to begin October 1, 2024.

Wrap-up of the GADCS data collection is now taking place. SRFD's submissions are due by mid-August. Most of the data has been submitted for feedback.

MONTH	FY 2022-2023	2023-2024
JULY	\$ 335,834.42	\$ 368,157.09
AUGUST	\$ 319,051.45	\$ 407,929.14
SEPTEMBER	\$ 327,696.71	\$ 374,379.22
OCTOBER	\$ 322,754.14	\$ 350,883.27
NOVEMBER	\$ 331,083.54	\$ 353,960.67
DECEMBER	\$ 344,359.80	\$ 355,729.16
JANUARY	\$ 332,557.29	\$ 374,573.41
FEBRUARY	\$ 320,428.87	\$ 370,415.23
MARCH	\$ 317,902.01	\$ 366,634.93
APRIL	\$ 318,387.85	\$ 375,046.43
MAY	\$ 328,876.44	\$ 418,035.35
JUNE	\$ 344,311.38	\$ 311,742.26

(Totals comprised of monthly payroll, healthcare premiums, HRA VEBA, and employer PERS Contributions.)



Submitted by Maria Heath

COMMITTEE REPORTS

MISCELLANEOUS

OLD BUSINESS

NEW BUSINESS

Contracts
Accuity, LLC Audit Contract - July 2024-June 2027
AER Fitness Agreement -repair/maint. Fitness equipment-renew annually-6/2012
Archive Social - social media records retention - 1/1/24
ATT Mobility Services - signed 8-29-2018
Audit Engagement Letter with Accuity, LLC Signed 7-1-24
Benefit Help Solutions Renewal - signed 7/1/24
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 - Community Paramedicine Program - signed 7-1-24
Compliance Engine Contract - building inspections - expires 11/2020
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 1/2026
Emergency Reporting Records Mgmt Contract – approved 8/13, signed 9/13
EMS Tech Solutions Operative IQ - 2024
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 - FireMed signed 7-22-20
LOSAP OFDDA -signed by SRFD 6-13-19
My Sidewalk - signed 6/27/2023
National Hose and Ladder Testing - updated 12/11/2023
National Testing Network CPAT - signed 9/18/2023
NW Self-Storage Rental Agreement - signed 1-29-2019
Occupational Safety Health & Wellness - signed 7/8/2024

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 12/31/2024
Operative IQ Narcotics System Mgmt - Expires 7/24
ORCPP – Oregon cooperative purchasing agreement
PCG - GADCS Signed 5/2023
Physician Advisor Contract with Jenna Wiley MD. Renews annually July1, 2024
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 (2023) signed 1/30/2023
Scappoose School Dist., PCC, Memo of Agreement - signed 9-12-2023
SDAO Advisory Services, LLC. - signed 6/17/2024
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
Systems Design West Addendum add'l billing svcs 7/01/2020
Systems Design West LLC 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 renewal - 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

Employment Related Contracts

Contracts with Post Employment Health Plan & Deferred Comp providers.

Fire Chief employment contract valid through 6/30/2027

Union Contract with IAFF Local 1660 dated 7/1/2022 through 6/30/2025

Occup. Safety, Health & Wellness (OSH&W) signed 6/9/15, updated 6/14/2023

Employee Assistance Program Contract with Standard Insurance(ongoing)

Mutual Aid Agreements

Columbia County Ambulance Service Area 2 Agreement, until terminated

American Medical Response NW (AMR) Mutual Assistance 2015 until terminated

Multnomah County (Ambulance) Services Contract. Effective until terminated

Columbia County Fire Mutual Aid Agreement – Board approved 2/11/10

IGA between Scappoose RFPD and Multnomah County for Emergency Medical Services

Contract #20858 (agreement for ambulance to operate within Multnomah County) dated 12/1997. Amended 10/07

Amendment #1 to Contract #20858 Multnomah County Services Contract for HIPPA Scappoose City IGA Bldg Code Compliance 9/18/17 until stopped

Mutual Aid-Automatic Response Agreement between Scappoose RFPD and Tualatin Valley

Fire & Rescue - Dated 6/1995

Mutual Aid Agreement with Tualatin Valley Fire & Rescue for the purpose of securing to each the benefits of assistance in medical emergencies dated 6/1996

Mutual Aid – Clark County Fire & Rescue Aug 2015 – Aug 2025

Maritime Fire & Safety Assoc. First Responder signed 5/1996 (clean rivers)

Maritime Fire & Safety Assoc. (emergency response on waterways). 2/2011

ODF Agreement for loan of Federal Excess Personal Property (FEPP) signed 12/2014

Mutual Aid IGA with Columbia County Fire Agencies – furnish emergency equipment & personnel for fires & other disasters; signed 4/1998 Agreement with Washington County

Multnomah County with Columbia County – 2013

Oregon Dept. of Forestry (includes medical) -revised 4/1998

Mutual Aid for Washington & Columbia Counties - 2013

Agreement Cowlitz County - July 2011

Agreement Clatsop County – Oct 2010

Contract for Emergency Medical Training

EMT/Paramedic Training – Contract promises services to District & repayment of remaining tuition balance after service credits.



MEMORANDUM

TO: Scappoose Fire District Board

FROM: Fire Chief Pricher

SUBJECT: Ambulance Service Area (ASA) RFP and Emergency Management IGA

DATE: July 11th 2024

Requested Action:

Provide direction on two current challenges with Columbia County Commissioners. Specifically, how we wish to proceed with the ASA RFP and if we want to participate with the Emergency Management IGA.

Critical date for action: August 2nd 2024

Purpose:

Staff would like input on how to move forward with the two above projects that are impacting the fire district. Both of these projects are challenging, because there was a significant lack of communication between the county commissioners and the fire agencies in the county.

Due to the impact of the requested information for the ASA request for proposal (RFP), the additional workload to the staff is unlike anything we have had to do for the county before with respect to a ASA renewal.

Impact:

Not obtaining the ASA could be detrimental to the budget. Not continuing with the IGA will save us money.

Availability of funding:

N/A

Coordination:

This project to be coordinated by the Chief.

Contact person(s):

Jeff Pricher

Attachments: None

Recommendations:

1. Request meeting with the BOC and the Fire District Board
2. Submit ASA RFP
3. Continue with IGA for Emergency Management
4. Do not submit the ASA RFP
5. Do not Continue with the IGA for Emergency Management
6. Consider a combination of the above
7. Table this for another month.

Conclusion:

Almost all of the fire service ambulance providers in Columbia county are questioning the process that the county is encumbering us with in additional workload, and the seeming intent to push the fire service, ambulance agencies out of the ambulance business. On July 1st after 5PM an 80 page RFP was sent to us telling us we had to renew our ASA through a process similar to what one would use in the construction of a new building.

Historically, the ASA renewal process, just required an application. This go around, the county wants a very comprehensive business plan that will include evaluation criteria like, work life balance, what type of GPS transponders we use (keep in mind this technology is not possible in Columbia County right now), inter facility transfers, community education, and allowances for growth in staff and new equipment. We submitted over 12 questions as part of the RFP process and are awaiting a reply form the county.

The county said there was 60 days, but notified us after the first day, leaving us with 59 in the middle of fire season where we may be deployed for up to two weeks at a time trying to protect neighbors and communities across Oregon.

With the IGA for Emergency Management, there have been several of the same communication challenges including a reduction of the Emergency Management budget, without notifying any of the partners (All cities, Fire Districts, PUD and Port) of the reduction of staff and services. It seems as though the commissioners were not aware of the IGA when the decision was made.

Your input is needed to help staff make the best recommendation possible for the best path forward.

c file

r.f.

COMMUNICATIONS