

# Scappoose Rural Fire District

## Board of Directors Regular Meeting

**Thursday, April 11, 2024**

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Meeting ID: 273 755 937 628

Passcode: khapZx

- I. Call to Order & Flag Salute
- II. Roll Call
- III. Public Comment

**“This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President.”**
- IV. Consent Agenda
  - A. Approve Minutes from 3-14-2024 regular meeting
  - B. Approve Mar. 2024 Profit & Loss Detail
  - C. Approve Mar. 2024 Budget vs. Actual
- V. Statistical Data
  - A. Ambulance Activity Report
  - B. Response Activity Report
  - C. Community Paramedic Program
  - D. UAS Flight Summary
- VI. Staff Reports
  - A. Chief’s Report
  - B. Operations Report
  - C. Fire Marshal & Training Report
  - D. Member Outreach Report
  - E. Finance Report

- VII. Old Business
  - A. Bond Discussion
  - B. LOSAP reimbursements 2023
  - C. LOSAP funding 2024
  
- VIII. Committee Reports
  - A. Management Team (Reeves & Gift)
  - B. Long Range Planning (Graham & Sorenson)
  - C. Awards & Incentives (Sorenson & Kriek)
  
- IX. Miscellaneous
  
- X. New Business
  - A. Appoint Budget Committee Member
  - B. Major Budget Discussion
  
- XI. Communications
  
- XII. Good of the Order
  
- XIII. Adjourn

**Pursuant to ORS 192.640(1), the Board of Directors for the Scappoose Fire District reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published.**

# **PREVIOUS MEETING MINUTES**

**Scappoose Rural Fire District**  
**Board of Directors Regular Meeting**  
**Thursday, March 14, 2024**

- I. **Call to Order & Flag Salute** – President Reeves called the meeting to order at 7:01 pm.
  
- II. **Roll Call** – President Reeves, VP Graham, Director Gift, Director Sorenson, Chief Pricher, Lt. Anderson, Lt. DuBois, FF Dietz, FF Booth, FF Zimbrick, ERT Cardoos, FA Heath
  
- III. **Public Comment** - No public comment.
  
- IV. **Consent Agenda**
  - A. **Approve Minutes from 2-8-2024 regular meeting** – Director Sorenson moved to approve the 2-8-2024 minutes. Director Gift seconded.  
**Motion passed unanimously.**
  
  - B. **Approve Feb. 2024 Profit & Loss Detail** – Directors Gift and Graham asked about expenses that were for the UAS program which are grant fund expenses. Chief Pricher provided details on these expenses and explained that when the expenses are complete, we'll have 10 UAS which all perform different jobs.  
Director Sorenson asked about an item in Property Fund Revenue, which was the FEMA revenue for the water tender. Director Sorenson also asked for clarification on the Homeland Security Emergency Management Commission payment to Columbia County. Chief Pricher explained what this annual payment is for.
  
  - C. **Approve Feb. 2024 Budget vs. Actual** – Director Sorenson mentioned that our budgeted interest revenue is half of the amount we've received to date. This line item will be increased from the last budget year, but with an eye on expected rate decreases that will lower our interest revenue next year. Director Graham moved to approve the Consent Agenda. Director Sorenson seconded.  
**Motion passed unanimously.**
  
- V. **Statistical Data**

- A. **Ambulance Activity Report** – Director Sorenson noted that this report shows a consistent number of transports.
- B. **Response Activity Report** – Director Gift asked if we have had an uptick in mutual aid calls. Chief Pricher explained that the statistics do not indicate an increase for our agency. Director Sorenson asked about the graph showing incidents by the hour of the day. Chief Pricher described the graph and the number of calls per day and hours of the day when we receive the most calls.  
Director Gift asked about the fire response on Miller Rd.
- C. **Community Paramedic Program** – Chief Pricher explained that we are still working on the metrics to eventually show how much money this program saves the district as well as the patients. Our goal is to quantify how many times we can prevent a client from going via ambulance or seeing a doctor who perhaps didn't need that level of intervention. There is a value there that the Community Paramedic Program covers.
- D. **UAS Flight Summary** – We flew for a total time of 2 hours, 35 minutes, and 36 seconds on 36 flights. President Reeves asked how many pilots we have now. Chief Pricher said we have 6 fully trained and 2 in training.

## VI. **Staff Reports**

- A. **Chief's Report** – The Directors thanked Chief Pricher for the packet going out on Monday.  
Director Sorenson said he didn't understand the Keys Rd. section of the Chief's report. Chief Pricher then described the annexation and reviewed urban renewal & compression issues currently before the city council that affect other taxing districts' revenue.  
Chief Pricher said he and Lt. Anderson are going to South Dakota on Sunday, March 24 for the final inspection of the new water tender and a mid-way construction look on the new engine.  
Chief Pricher explained issues with a neighbor's water easement that crosses the district's field behind the station. In order to vacate the easement, the district paid for a new water meter installation at the corner of Wickstrom and 1<sup>st</sup> Street. This was necessary in the event we could build on that property in the future.
- B. **Operations Report** – Director Gift asked about an AVL requirement on the ASA. He asked if this requires a retrofit. Chief Pricher said he hopes to have more information on this at April's meeting.
- C. **Fire Marshal & Training Report** – Director Sorenson asked about the wood in the back lot. Chief Pricher said this is part of chainsaw training and hosting of the

countywide academy. The goal is to split some of this wood up and possibly raffle it off at the pancake breakfast on July 4<sup>th</sup>.

President Reeves asked about the location of the picture at the end of this report.

D. **Member Outreach Report** – Director Sorenson asked if the Awards Banquet is still on for April 6<sup>th</sup>.

E. **Finance Report** – Director Gift asked about the current status of Contract Services. Chief Pricher said it is at 139% expended.

VII. **Old Business**

A. **Bond Discussion** – We are still waiting for cost estimates for the renovation. Chief Pricher hopes it will be less than \$10 million for both the renovation of the current station and the construction of the new building. Director Sorenson likes the idea of building the new building first, which allows movement into it while the current building is renovated. Board members agreed that they need actual numbers from the architect to make decisions regarding a bond. Once the numbers are available, communication with the community and a marketing campaign can begin. Director Sorenson said he would like to see this bond levy on the November ballot.

VIII. **Committee Reports**

A. **Management Team (Reeves & Gift)** – All items discussed during the Management Team meeting have previously been discussed during this meeting.

B. **Long Range Planning (Graham & Sorenson)** – No meeting.

C. **Awards & Incentives (Sorenson & Kriech)** – Chief Pricher will reach out to Director Kriech, hopefully before the April 6th Awards Banquet.

IX. **Miscellaneous** – No items.

X. **New Business** -

A. **Appoint Budget Committee Member** – No interest from the public. Director Sorenson has an idea that he'll discuss with FA Heath after the meeting.

a. **Major Budget Item Discussion** – The following items have been discussed:

- Extractor
- Apparatus (rescue, brush rig, engine)
- Station Renovation in phases
- Medic replacement plans

- Heating & Cooling system (related to station renovation & bond discussion)

- b. **Audit Proposal** – FA Heath shared the proposal from Accuity, including recommendations gathered from fire agencies they currently serve. The Board discussed the audit proposal from Accuity as written for a 3-year period at the cost of \$14,500/yr. Director Gift moved to accept the proposal as written. Director Graham seconded.

**Motion passed unanimously.**

- c. **Best Practices Board Training** – FA Heath explained that to receive the 10% discount from SDAO, all board members are required to complete Public Meeting Training on Vector Solutions. FA Heath will notify board members when they can gain access to the training platform if they choose to complete the training. Director Graham moved to have all board members complete the online training when it becomes available. Director Gift seconded.

**Motion passed unanimously.**

- d. **RSQ Surplus Staff Memo** – Director Sorenson moved to declare the 1992 Rescue as surplus. Director Graham seconded.

**Motion passed unanimously.**

- XI. **Communications** – President Reeves will be absent from the July 11<sup>th</sup> board meeting. This meeting may need to be moved as a few board members will be absent.

- XII. **Good of the Order** – FA Heath shared that former volunteer Doug Baker passed away on 3.5.24. His memorial will be held April 13, @ 2:00 pm at Caples House in Columbia City. (per his partner, Lisa Klein).

Chief Pricher shared that SRFD was awarded two SPIRE grants. One is a set of heavy lift airbags (\$60K), and a Cell on Wheels (COW) cell tower package with a 2 square mile area (\$85K). Both include equipment & staff training.

- XIII. Adjournment – 8:24 pm.

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Mark A. Gift, Secretary-Treasurer

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Date

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Submitted by Maria Heath

# **EXPENSE ACCOUNT ACTIVITY**



# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
		EMS Receipts		\$61,250.74
		Fire Marshal		\$125.87
		FireMed		\$815.00
		G.E.M.T. (Medicaid)		\$ -14,565.31
		Interest Earned on Investments		\$19,438.25
		Miscellaneous Revenue		\$44.81
		Property Taxes		
		Taxes - Current		\$51,043.42
		Taxes - Prior Years		\$4,738.30
		<b>Total for Property Taxes</b>		<b>\$55,781.72</b>
		<b>Total for 1. GENERAL FUND REVENUES</b>		<b>\$122,891.08</b>
		3. PROPERTY FUND REVENUES		\$497.18
		4. PERSONNEL SVCS FUND REVEN		\$927.88
		<b>Total for Income</b>		<b>\$124,316.14</b>
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
03/05/2024	Expense	Benefit Help Solutions(FSA)	Flex Savings Reimbursement	300.00
03/14/2024	Bill	Standard Insurance	Mar. LTD, AD&D, Life Insurance	1,645.76
03/14/2024	Bill	S.D.I.S.	April Health Insurance	34,269.62
03/18/2024	Expense	Benefit Help Solutions(FSA)	Monthly Fee	125.00
03/27/2024	Bill	HRA VEBA Trust	ER Contributions Mar	11,255.73
03/28/2024	Expense	Paychex - tax	OR ER Work Benefit	56.49
03/28/2024	Expense	Paychex Payroll	Flex spd-cash out	9,785.18
03/31/2024	Journal Entry		SAFER Grant ER Health Insurance	-824.40
		<b>Total for 550 Insurance</b>		<b>\$56,613.38</b>
560 Personnel Salaries				
03/12/2024	Expense	P.E.R.S.	EE PERS IAP Contrib	14,784.57
03/14/2024	Bill	Standard Insurance	Mar. STD	98.27
03/14/2024	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
03/27/2024	Bill	Tualatin Valley Fire Fighters Union	Mar. Union dues	2,841.10
03/27/2024	Bill	Principal Financial Group	Employee Insurance- Anderson	52.24
03/27/2024	Bill	Standard Insurance	EE OPFML Jan/Feb	3,841.34
03/27/2024	Bill	Inroads Credit Union	Food fund	990.00
03/27/2024	Bill	HRA VEBA Trust	EE Contributions Mar	3,050.00
03/28/2024	Expense	Paychex - tax	EE Payroll Tax WH	58,269.70
03/28/2024	Expense	Paychex Payroll	ShiftDf-Acting Lt. Pay	83.90
03/28/2024	Expense	Paychex Payroll	Phone pay	100.00
03/28/2024	Expense	Paychex Payroll	Longevity	1,239.96
03/28/2024	Expense	Paychex Payroll	Incentives	2,132.46
03/28/2024	Expense	Paychex Payroll	FLSA-OT	9,747.48
03/28/2024	Expense	Paychex Payroll	Deferred Compensation	9,053.69
03/28/2024	Expense	Paychex Check	Contract payment	805.00
03/28/2024	Expense	Paychex Payroll	OT	11,109.68
03/28/2024	Expense	Paychex Payroll	Balance of Net Pay	103,437.62
03/31/2024	Journal Entry		SAFER Grant Salary	-3,362.50

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 560 Personnel Salaries</b>				<b>\$218,411.41</b>
570 SocSec/Medicare(FICA)				
03/28/2024	Expense	Paychex - tax	ER Payroll Taxes	19,058.83
03/31/2024	Journal Entry		SAFER Grant ER FICA	-252.07
<b>Total for 570 SocSec/Medicare(FICA)</b>				<b>\$18,806.76</b>
580 Volunteer Services				
03/12/2024	Expense	Yeti	Gifts for 2024 Awards Banquet	1,568.00
03/13/2024	Credit Card Credit	Yeti	Credit for cancelled order	-1,568.00
03/20/2024	Expense	Yeti	Gifts for 2024 Awards Banquet	1,578.00
<b>Total for 580 Volunteer Services</b>				<b>\$1,578.00</b>
590 Personnel Benefits				
03/12/2024	Expense	P.E.R.S.	ER PERS Pension Contrib	68,950.60
03/27/2024	Bill	Standard Insurance	ER OPFML Jan/Feb	2,560.90
<b>Total for 590 Personnel Benefits</b>				<b>\$71,511.50</b>
<b>Total for 1.1 GENERAL FUND PERSONNEL SVCS</b>				<b>\$366,921.05</b>
1.2 GENERAL FUND MATERIAL & SVC				
680 Communications Maintenance				
03/14/2024	Bill	49er Communications	radio repair	1,069.00
<b>Total for 680 Communications Maintenance</b>				<b>\$1,069.00</b>
740 Uniforms				
03/14/2024	Bill	Coinforce	50 lapel pins	563.50
03/14/2024	Bill	SeaWestern Fire Apparatus	Station boots FF Hughes	359.80
03/14/2024	Bill	Oberbarnscheidt, Henry	2 sets speed laces	100.00
<b>Total for 740 Uniforms</b>				<b>\$1,023.30</b>
750 Maintenance on Equipment				
03/14/2024	Bill	Wilcox & Flegel	250 gal unleaded @ \$3.214	905.34
03/14/2024	Bill	Wilcox & Flegel	200 gal diesel @ 2.963	594.16
03/14/2024	Bill	Pro Automotive & Diesel	Diagnose diesel, oil change- labor	1,300.10
03/14/2024	Bill	Pro Automotive & Diesel	Diagnose diesel, oil change- parts	607.00
03/14/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	19.07
03/14/2024	Bill	Pro Automotive & Diesel	2015 GMC G Series oil change- labor	120.00
03/14/2024	Bill	Pro Automotive & Diesel	2015 GMC G Series oil change- parts	20.00
03/14/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	1.40
03/14/2024	Bill	Pro Automotive & Diesel	2008 Ford F150 oil change/filter - labor	75.00
03/14/2024	Bill	Pro Automotive & Diesel	2008 Ford F150 oil change/filter - labor	10.00
03/14/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	0.85
03/14/2024	Bill	Pro Automotive & Diesel	1996 Freightliner f180 slack adjust/adjust brakes-labor	487.50
03/14/2024	Bill	Pro Automotive & Diesel	1996 Freightliner f180 slack adjust/adjust brakes-part	155.02
03/14/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	6.43
03/14/2024	Bill	Sunset Auto Parts	Balance post credit	82.03
03/14/2024	Bill	Sunset Auto Parts	Premium capsules	30.99
03/14/2024	Bill	Sunset Auto Parts	NAPA 5W30 oil (5 qt)	35.99
03/14/2024	Bill	Sunset Auto Parts	21 in trico force blade (2)	43.98
03/14/2024	Bill	Wilcox & Flegel	250 gal unleaded @ \$3.360	941.77
03/27/2024	Bill	True North Emergency Equipment	Pierce Pumper (Shop supplies)	200.00
03/27/2024	Bill	True North Emergency Equipment	Pierce Pumper annual service (labor)	15,580.95
03/27/2024	Bill	True North Emergency Equipment	Pierce Pumper annual service (parts)	3,501.19
03/27/2024	Bill	True North Emergency Equipment	Pierce Pumper (Environ. fees )	50.00

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 750 Maintenance on Equipment</b>				<b>\$24,768.77</b>
760 Administration				
03/12/2024	Expense	Safeway	LBTC mtg refreshments	57.25
03/14/2024	Bill	Pacific Office Automation, Inc.	B/W copies Feb.	57.98
03/14/2024	Expense	US Bank	Analysis Service Charge	17.95
03/14/2024	Bill	DocuMart Printing & Copying	Budget book covers	73.13
03/14/2024	Bill	Local Government Law Group	phone call on 2/7/24	81.00
03/27/2024	Bill	Tenzinga	Annual License 4/24 - 3/25	2,000.00
03/28/2024	Bill	Oregon Health Authority	GEMT CCO admin fees	2,913.06
03/29/2024	Expense	Paychex Invoice	payroll processing invoice	233.20
03/31/2024	Check			0.05
<b>Total for 760 Administration</b>				<b>\$5,433.62</b>
765 Information Technology				
03/03/2024	Expense	JAMF Software, LLC	monthly subscription	196.00
03/13/2024	Expense	Amazon	Samsung EVO Plus M.2	69.90
03/13/2024	Expense	Amazon	Samsung 2.5" SSD	52.99
03/14/2024	Bill	Centerlogic, Inc.	Monthly billing for March	1,711.50
03/14/2024	Bill	Centerlogic, Inc.	2 hrs @ \$115.00	230.00
03/14/2024	Bill	Verizon Wireless	phones & ipads	568.90
03/14/2024	Bill	Verizon Wireless	machine to machine	23.61
03/14/2024	Bill	Comcast Business	Main station IT Mar.	256.85
03/17/2024	Expense	Apple Inc.	monthly storage	9.99
03/18/2024	Expense	CenturyLink	Holbrook modem	75.00
03/18/2024	Expense	CenturyLink	Main Station back-up	60.00
03/27/2024	Bill	City of Portland - Bureau of Tech Services	800 MHZ access March	166.71
03/27/2024	Bill	ImageTrend	Permits - Annual Fee	819.55
03/27/2024	Bill	Centerlogic, Inc.	6 hrs @ \$115.00	690.00
03/27/2024	Bill	Centerlogic, Inc.	Warranty Renewal for Dell PowerEdge	1,249.00
03/27/2024	Bill	CenturyLink	Chapman Internet	84.68
<b>Total for 765 Information Technology</b>				<b>\$6,264.68</b>
770 Cleaning Materials & Supplies				
03/18/2024	Expense	Amazon	Cleaning supplies	63.12
03/20/2024	Expense	Amazon	Antibacterial Soap	78.98
03/22/2024	Expense	Amazon	WypAll Cleaning Towels	94.12
<b>Total for 770 Cleaning Materials &amp; Supplies</b>				<b>\$236.22</b>
775 Emerg. Operating Supplies				
03/05/2024	Expense	Instant Promotion	Pop-up Tent w/ logo	1,151.00
03/11/2024	Expense	Amazon	10 headlamps	199.50
03/13/2024	Expense	Mystery Ranch Ltd	Wildland Backpack	275.00
03/14/2024	Bill	Northwest Safety Clean	Coat/pant cleaning & NFPA Insp.	183.56
03/14/2024	Bill	SeaWestern Fire Apparatus	Identifire PVC passports	50.49
03/14/2024	Bill	SeaWestern Fire Apparatus	1 pr. extrication gloves	44.20
03/14/2024	Bill	SeaWestern Fire Apparatus	25 pr gloves @ \$121.75 each	3,067.85
03/14/2024	Vendor Credit	Ace Hardware - Scappoose	Vendor credit Ace Rewards	-5.00
03/14/2024	Bill	Municipal Emergency Services	Structural Boots for FF Denley	650.36
03/14/2024	Bill	SeaWestern Fire Apparatus	Passport Shields for 4301, 4303, 4309	68.75

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 775 Emerg. Operating Supplies</b>				<b>\$5,685.71</b>
780 Building & Grounds Maint.				
03/10/2024	Expense	St. Helens Ace Hardware	Impact drill & screws	472.94
03/14/2024	Bill	Crow Water Systems	Chapman Station float control/weight	1,200.00
03/14/2024	Bill	Ace Hardware - Scappoose	outstanding balance from Jan.	0.34
03/14/2024	Bill	Ace Hardware - Scappoose	outstanding balance from Jan.	0.02
03/14/2024	Bill	Columbia NW Heating & Air	Commercial maintenance agreement	1,350.00
03/27/2024	Bill	Stan's Refrigeration	Pick-up fee - old refrigerator	25.00
03/27/2024	Bill	Paramount Pest Control Inc.	Chapman Station Pest Control	110.00
03/27/2024	Bill	Ace Hardware - Scappoose	Lawn care items	52.97
03/27/2024	Bill	Paramount Pest Control Inc.	Main Station Pest Control	89.00
<b>Total for 780 Building &amp; Grounds Maint.</b>				<b>\$3,300.27</b>
790 Training				
03/07/2024	Expense	Dahlgren's Do It Best Builder's Supply	Flip gate valve & galv tee	26.57
03/07/2024	Expense	D.P.S.S.T.	Fingerprints for Brogli	46.25
03/13/2024	Expense	Dahlgren's Do It Best Builder's Supply	18 2x6x8 @ \$5.59 ea	100.62
03/14/2024	Bill	Municipal Emergency Services	Annual Maint. Fee	395.00
03/14/2024	Bill	Municipal Emergency Services	5 Learning Management	277.50
03/14/2024	Bill	Municipal Emergency Services	47 memberships @ \$99.30/each	4,667.10
03/14/2024	Bill	Kerr-Bryant, Nina	Reimburse lodging, fuel, meals	487.56
03/14/2024	Bill	Heath, Maria	Reimburse mileage	119.26
03/14/2024	Bill	Billy Cardoos	Meals for rope training wk	46.00
03/14/2024	Bill	Ace Hardware - Scappoose	Rebar used in training	80.95
03/14/2024	Bill	Ace Hardware - Scappoose	Rebar used in training	4.98
03/14/2024	Bill	Denley, Matthew	Meals for rope training wk	60.00
03/19/2024	Expense	Uber	Vegas transport	20.92
03/22/2024	Expense	Uber	Vegas transport	23.90
03/25/2024	Expense	PDX Airport Parking	Parking fees for ABC 360 Conf.	60.00
03/25/2024	Expense	Planet Hollywood	Balance of ABC 360 lodging	445.58
03/27/2024	Bill	Marks, Joshua	Per diem for ABC 360 Conference	143.00
<b>Total for 790 Training</b>				<b>\$7,005.19</b>
810 Utilities				
03/14/2024	Bill	Comcast	Xfinity - Acct 0162514	41.43
03/14/2024	Bill	Wilcox & Flegel	95 gal furnace oil	384.75
03/14/2024	Bill	Waste Management of Oregon, Inc.	Feb. garbage/recycling	140.18
03/14/2024	Bill	Graybar Financial Services	Voip phones - March	299.25
03/14/2024	Bill	P.G.E.	Cleetwood	193.03
03/27/2024	Bill	City of Scappoose	Base water charge	40.29
03/27/2024	Expense	W.O.E.C.	Acct 13045001 - Mar. billing	253.33
03/27/2024	Bill	City of Scappoose	Sewer & Water charges	581.84
03/27/2024	Bill	CRPUD	Mar. main station electricity	823.74
03/27/2024	Bill	CRPUD	Mar. boathouse electricity	80.99
03/27/2024	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	382.89
03/27/2024	Bill	CenturyLink	Chapman Phone	61.85
03/27/2024	Bill	CenturyLink	Main Station Fax	61.38

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 810 Utilities</b>				<b>\$3,344.95</b>
870 EMS Operations				
03/12/2024	Expense	North American Rescue Products	EMS Supplies	155.11
03/14/2024	Bill	Life-Assist, Inc.	EMS Supplies	1,241.36
03/14/2024	Bill	Airgas - USA, LLC	Cylinder Rental	63.37
03/14/2024	Bill	Airgas - USA, LLC	Standard Invoice 1 CL	248.85
03/14/2024	Bill	Airgas - USA, LLC	Standard Invoice 1 CL	241.04
03/14/2024	Bill	EMS Technology Solutions, LLC	Inventory/Asset Mngmt @ 5	150.00
03/14/2024	Bill	EMS Technology Solutions, LLC	Inventory/Asses Mngmt @ 1	35.00
03/14/2024	Bill	EMS Technology Solutions, LLC	Fleet Mngmt Licenses @ 24	120.00
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	144.00
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	57.60
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	144.00
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	245.40
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	17.04
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	163.70
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	62.56
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	73.94
03/14/2024	Bill	Life-Assist, Inc.	EMS Medications	234.06
03/14/2024	Bill	Systems Design West (SDW)	79 EMS billing for Feb.	1,987.06
03/27/2024	Bill	Life-Assist, Inc.	EMS Medications	53.17
03/27/2024	Bill	Life-Assist, Inc.	EMS Supplies	549.76
03/27/2024	Bill	Life-Assist, Inc.	EMS Supplies	151.29
03/27/2024	Bill	Airgas - USA, LLC	Standard Invoice 1 CL	244.78
<b>Total for 870 EMS Operations</b>				<b>\$6,383.09</b>
<b>Total for 1.2 GENERAL FUND MATERIAL &amp; SVC</b>				<b>\$64,514.80</b>
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment				
03/14/2024	Bill	Apple Inc.	24" iMac for training room	2,169.00
03/14/2024	Bill	Apple Inc.	Power adapter/charging cable	176.00
03/14/2024	Bill	Freefly Systems Inc.	UAS Ground Control Station	6,000.00
<b>Total for 910 CO Equipment</b>				<b>\$8,345.00</b>
<b>Total for 1.3 GENERAL FUND CAPITL OUTLAY</b>				<b>\$8,345.00</b>
<b>Total for 1...</b>				<b>\$439,780.85</b>
<b>Total for 1..GENERAL FUND EXPENDITURES</b>				<b>\$439,780.85</b>
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries				
03/31/2024	Journal Entry		SAFER Grant Salary	3,362.50
<b>Total for 1. Personnel Salaries</b>				<b>\$3,362.50</b>
2. Personnel Benefits				
03/31/2024	Journal Entry		SAFER Grant ER FICA	252.07
03/31/2024	Journal Entry		SAFER Grant ER Health Insurance	824.40
<b>Total for 2. Personnel Benefits</b>				<b>\$1,076.47</b>

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

March 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 2.1 PERSONNEL SVCS</b>				<b>\$4,438.97</b>
<b>2.3 MATERIALS &amp; SERVICES</b>				
03/14/2024	Bill	Blue Steel Industries LLC	NIST UAS Pro Set & stands	1,865.00
03/18/2024	Expense	advexure	Drone accessories	2,003.00
03/18/2024	Expense	Firehouse Technology	DJI M30 Payload Delivery Kit	799.99
03/18/2024	Credit Card Credit	Firehouse Technology	DJI M30 Payload Delivery Kit refund	-799.99
03/19/2024	Expense	Restube	Auto rearming kit & case	678.99
<b>Total for 2.3 MATERIALS &amp; SERVICES</b>				<b>\$4,546.99</b>
<b>Total for 2. GRANT FUND EXPENSE</b>				<b>\$8,985.96</b>
Unapplied Cash Bill Payment Expense				
03/27/2024	Bill	US Bank	Mar. CC charges	-8,556.52
03/27/2024	Bill	US Bank	3-28-24	223.88
03/27/2024	Bill	US Bank	3-28-24	2,248.41
03/27/2024	Bill	US Bank	3-28-24	115.69
03/27/2024	Bill	US Bank	3-28-24	4,750.77
03/27/2024	Bill	US Bank	3-28-24	1,217.77
<b>Total for Unapplied Cash Bill Payment Expense</b>				<b>\$0.00</b>
<b>Total for Expenses</b>				<b>\$448,766.81</b>
<b>Net Income</b>				<b>\$ -324,450.67</b>

# **BUDGET VS ACTUAL**



# Scappoose Rural Fire Protection District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	2,854,986.12	2,787,811.00	67,175.12	102.41 %
Conflagration	139,267.66	30,000.00	109,267.66	464.23 %
EMS Receipts	661,625.90	720,000.00	-58,374.10	91.89 %
Fire Marshal	2,602.39	1,000.00	1,602.39	260.24 %
FireMed	17,150.00	20,000.00	-2,850.00	85.75 %
G.E.M.T. (Medicaid)	74,962.11	125,000.00	-50,037.89	59.97 %
Gas Royalties		1,000.00	-1,000.00	
Grant Awards	162,309.61	169,000.00	-6,690.39	96.04 %
Interest Earned on Investments	127,013.39	50,000.00	77,013.39	254.03 %
Miscellaneous Revenue	27,535.48	20,000.00	7,535.48	137.68 %
Property Taxes				
Taxes - Current				
Local Option Levy	3,038,358.90	2,843,637.00	194,721.90	106.85 %
Permanent Rate Levy	1,615,352.14	1,592,580.00	22,772.14	101.43 %
<b>Total Taxes - Current</b>	<b>4,653,711.04</b>	<b>4,436,217.00</b>	<b>217,494.04</b>	<b>104.90 %</b>
Taxes - Prior Years	114,026.49	105,000.00	9,026.49	108.60 %
<b>Total Property Taxes</b>	<b>4,767,737.53</b>	<b>4,541,217.00</b>	<b>226,520.53</b>	<b>104.99 %</b>
<b>Total 1. GENERAL FUND REVENUES</b>	<b>8,835,190.19</b>	<b>8,465,028.00</b>	<b>370,162.19</b>	<b>104.37 %</b>
<b>2. GRANT FUND REVENUE</b>				
Begin Available Cash on Hand	51,253.41	51,016.00	237.41	100.47 %
Grant Award	28,264.25	352,850.00	-324,585.75	8.01 %
<b>Total 2. GRANT FUND REVENUE</b>	<b>79,517.66</b>	<b>403,866.00</b>	<b>-324,348.34</b>	<b>19.69 %</b>
<b>3. PROPERTY FUND REVENUES</b>				
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	7,864.97	4,000.00	3,864.97	196.62 %
Transfers In		584,969.00	-584,969.00	
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>854,221.27</b>	<b>1,447,336.00</b>	<b>-593,114.73</b>	<b>59.02 %</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	206,959.49	204,412.00	2,547.49	101.25 %
Interest Earned on Investments	7,192.97	3,000.00	4,192.97	239.77 %
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>214,152.46</b>	<b>207,412.00</b>	<b>6,740.46</b>	<b>103.25 %</b>
<b>Total Income</b>	<b>\$9,983,081.58</b>	<b>\$10,523,642.00</b>	<b>\$ -540,560.42</b>	<b>94.86 %</b>
<b>GROSS PROFIT</b>	<b>\$9,983,081.58</b>	<b>\$10,523,642.00</b>	<b>\$ -540,560.42</b>	<b>94.86 %</b>
<b>Expenses</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
1...				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	486,126.95	814,258.00	-328,131.05	59.70 %
560 Personnel Salaries	2,177,543.23	3,206,660.00	-1,029,116.77	67.91 %



# Scappoose Rural Fire Protection District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
570 SocSec/Medicare(FICA)	169,478.92	254,986.00	-85,507.08	66.47 %
580 Volunteer Services	4,655.87	20,000.00	-15,344.13	23.28 %
590 Personnel Benefits	633,096.61	1,047,055.00	-413,958.39	60.46 %
<b>Total 1.1 GENERAL FUND PERSONNEL SVCS</b>	<b>3,470,901.58</b>	<b>5,342,959.00</b>	<b>-1,872,057.42</b>	<b>64.96 %</b>
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	87,807.07	55,000.00	32,807.07	159.65 %
680 Communications Maintenance	3,886.49	6,100.00	-2,213.51	63.71 %
720 Public Fire Services	7,080.77	15,000.00	-7,919.23	47.21 %
730 Property & Liability Insur.	78,834.00	80,000.00	-1,166.00	98.54 %
740 Uniforms	12,461.15	20,000.00	-7,538.85	62.31 %
750 Maintenance on Equipment	129,400.82	140,000.00	-10,599.18	92.43 %
760 Administration	55,079.98	60,000.00	-4,920.02	91.80 %
765 Information Technology	91,829.41	115,000.00	-23,170.59	79.85 %
770 Cleaning Materials & Supplies	2,653.63	5,500.00	-2,846.37	48.25 %
775 Emerg. Operating Supplies	44,615.92	100,000.00	-55,384.08	44.62 %
780 Building & Grounds Maint.	50,086.70	82,000.00	-31,913.30	61.08 %
790 Training	65,942.51	132,345.00	-66,402.49	49.83 %
810 Utilities	25,871.42	45,000.00	-19,128.58	57.49 %
870 EMS Operations	83,673.27	117,500.00	-33,826.73	71.21 %
<b>Total 1.2 GENERAL FUND MATERIAL &amp; SVC</b>	<b>739,223.14</b>	<b>973,445.00</b>	<b>-234,221.86</b>	<b>75.94 %</b>
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	19,973.99	100,000.00	-80,026.01	19.97 %
<b>Total 1.3 GENERAL FUND CAPITL OUTLAY</b>	<b>19,973.99</b>	<b>100,000.00</b>	<b>-80,026.01</b>	<b>19.97 %</b>
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 %
<b>Total 1.4 GENERAL FUND DEBT</b>	<b>63,652.72</b>	<b>63,655.00</b>	<b>-2.28</b>	<b>100.00 %</b>
<b>Total 1...</b>	<b>4,293,751.43</b>	<b>6,480,059.00</b>	<b>-2,186,307.57</b>	<b>66.26 %</b>
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		584,969.00	-584,969.00	
<b>Total 1.5 GENERAL FUND TRANSFER OUT</b>		<b>584,969.00</b>	<b>-584,969.00</b>	
1.6 GENERAL FUND CONTINGENCY				
1.7 GENERAL RESERVED FOR FUTURE				
<b>Total 1..GENERAL FUND EXPENDITURES</b>	<b>4,293,751.43</b>	<b>8,465,028.00</b>	<b>-4,171,276.57</b>	<b>50.72 %</b>
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries	22,367.93		22,367.93	
2. Personnel Benefits	10,830.82	125,000.00	-114,169.18	
<b>Total 2.1 PERSONNEL SVCS</b>	<b>33,198.75</b>	<b>125,000.00</b>	<b>-91,801.25</b>	<b>26.56 %</b>
2.3 MATERIALS & SERVICES				
2.4 CAPITAL OUTLAY				
<b>Total 2. GRANT FUND EXPENSE</b>	<b>111,363.06</b>	<b>403,866.00</b>	<b>-292,502.94</b>	<b>27.57 %</b>

# Scappoose Rural Fire Protection District

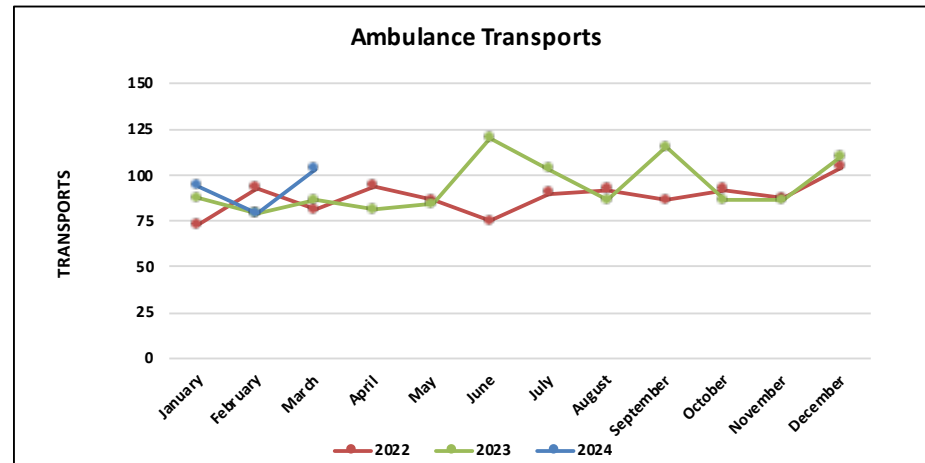
Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023 - June 2024

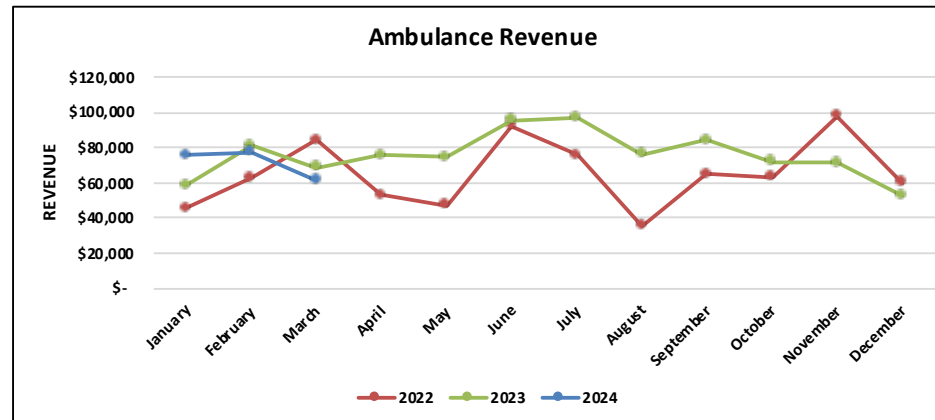
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>3. PROPERTY FUND CAPITAL OUTLAY</b>				
Fire Apparatus & Equipment	739,472.92	1,439,240.00	-699,767.08	51.38 %
Miscellaneous Real Property		7,096.00	-7,096.00	
Reserved for Future Expenses		1,000.00	-1,000.00	
<b>Total 3. PROPERTY FUND CAPITAL OUTLAY</b>	<b>739,472.92</b>	<b>1,447,336.00</b>	<b>-707,863.08</b>	<b>51.09 %</b>
<b>4. PERSONNEL SVC FUND EXPENSE</b>				
Liability & Service		202,412.00	-202,412.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
<b>Total 4. PERSONNEL SVC FUND EXPENSE</b>		<b>207,412.00</b>	<b>-207,412.00</b>	
Unapplied Cash Bill Payment Expense	0.00		0.00	
<b>Total Expenses</b>	<b>\$5,144,587.41</b>	<b>\$10,523,642.00</b>	<b>\$ -5,379,054.59</b>	<b>48.89 %</b>
NET OPERATING INCOME	<b>\$4,838,494.17</b>	<b>\$0.00</b>	<b>\$4,838,494.17</b>	<b>0.00%</b>
NET INCOME	<b>\$4,838,494.17</b>	<b>\$0.00</b>	<b>\$4,838,494.17</b>	<b>0.00%</b>

**AMBULANCE BILLING  
&  
TRANSPORT REPORT**

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



Month	2022	2023	2024
January	\$ 45,385	\$ 58,387	\$ 75,767
February	\$ 62,509	\$ 81,019	\$ 77,119
March	\$ 84,303	\$ 68,763	\$ 61,251
April	\$ 52,956	\$ 75,599	
May	\$ 47,415	\$ 74,577	
June	\$ 92,324	\$ 95,639	
July	\$ 75,581	\$ 96,872	
August	\$ 35,455	\$ 76,175	
September	\$ 64,803	\$ 84,125	
October	\$ 63,485	\$ 71,943	
November	\$ 97,509	\$ 71,590	
December	\$ 60,188	\$ 52,699	



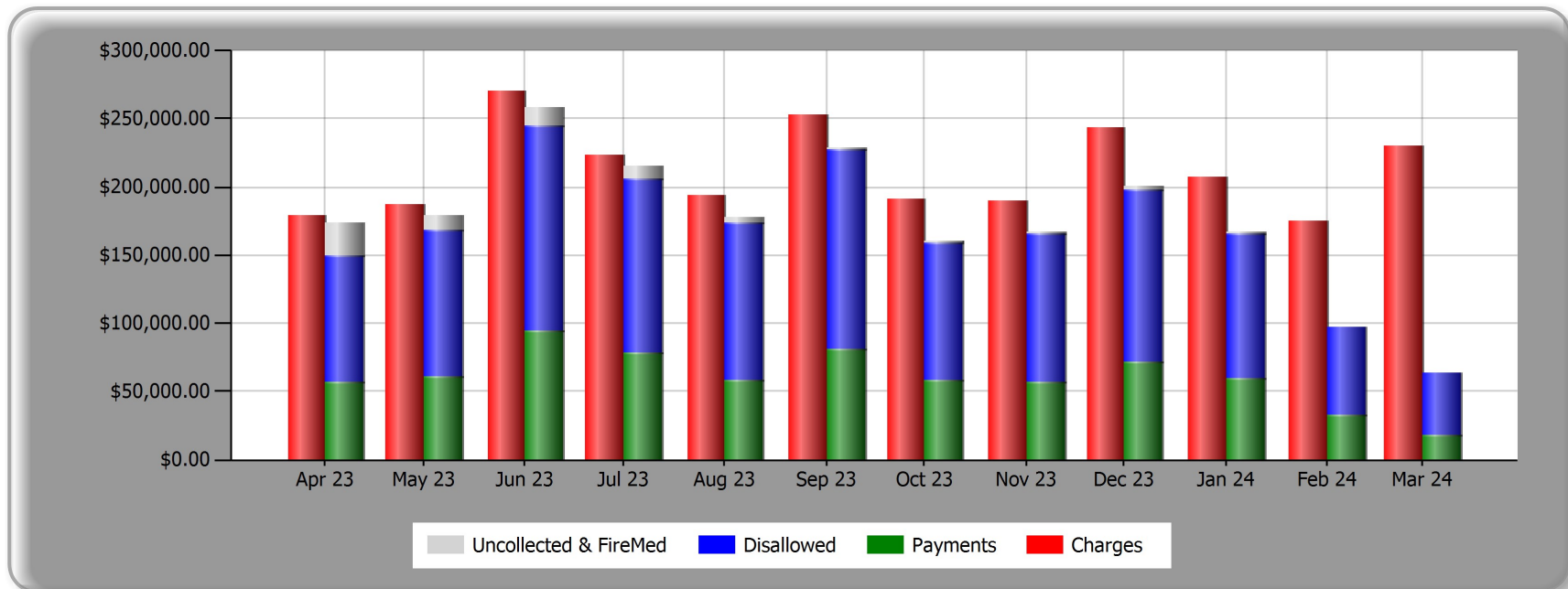
**Scappoose RFPD  
ANNUAL COLLECTION STATISTICS**

Date Of Service	4/1/2023
Date Of Service	3/31/2024
Invoices	0
Company	Scappoose RFPD

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Apr 23	80	178,702.60	-57,076.42	32 %	-4,151.44	2 %	-92,273.56	52 %	-19,845.85	11 %	5,355.33	3 %
May 23	84	186,828.00	-60,719.18	33 %	-1,569.95	1 %	-108,449.00	58 %	-8,971.84	5 %	7,118.03	4 %
Jun 23	121	270,282.60	-94,074.45	35 %	-8,339.64	3 %	-151,042.85	56 %	-4,947.39	2 %	11,878.27	4 %
Jul 23	101	223,169.80	-78,063.27	35 %	-1,576.54	1 %	-127,903.74	57 %	-7,705.01	3 %	7,921.24	4 %
Aug 23	87	194,554.40	-58,816.54	30 %	-1,533.12	1 %	-114,911.78	59 %	-2,920.80	2 %	16,372.16	8 %
Sep 23	115	252,600.20	-81,587.61	32 %	-871.80	0 %	-146,076.88	58 %	-135.83	0 %	23,928.08	9 %
Oct 23	86	190,960.40	-58,587.09	31 %	-775.00	0 %	-101,672.85	53 %	0.00	0 %	29,925.46	16 %
Nov 23	86	189,492.80	-56,691.94	30 %	-1,150.00	1 %	-109,011.26	58 %	0.00	0 %	22,639.60	12 %
Dec 23	110	244,041.00	-71,818.16	29 %	-3,076.95	1 %	-125,756.13	52 %	2.77	0 %	43,392.53	18 %
Jan 24	94	207,456.20	-59,350.94	29 %	-965.00	0 %	-106,705.94	51 %	0.00	0 %	40,434.32	19 %
Feb 24	79	175,007.00	-33,188.03	19 %	0.00	0 %	-63,782.74	36 %	0.00	0 %	78,036.23	45 %
Mar 24	104	229,821.00	-18,761.49	8 %	0.00	0 %	-44,564.54	19 %	0.00	0 %	166,494.97	72 %

**1,147      2,542,916.00      -728,735.12      -24,009.44      -1,292,151.27      -44,523.95      453,496.22**

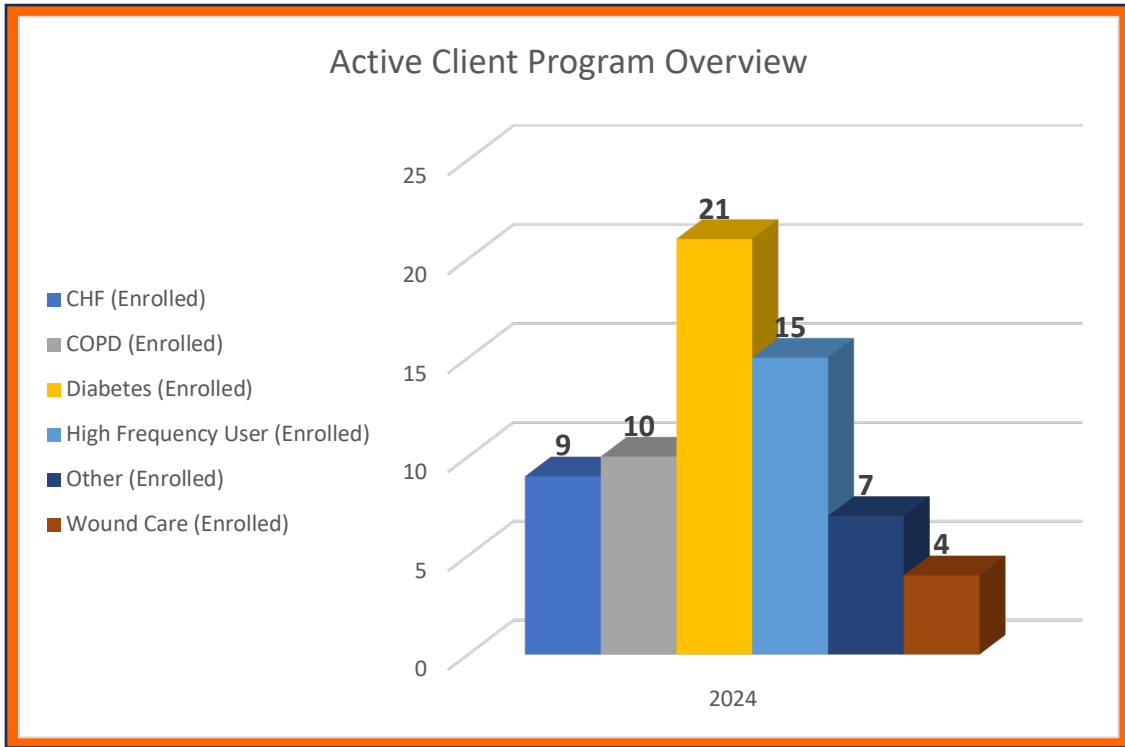
**All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports**



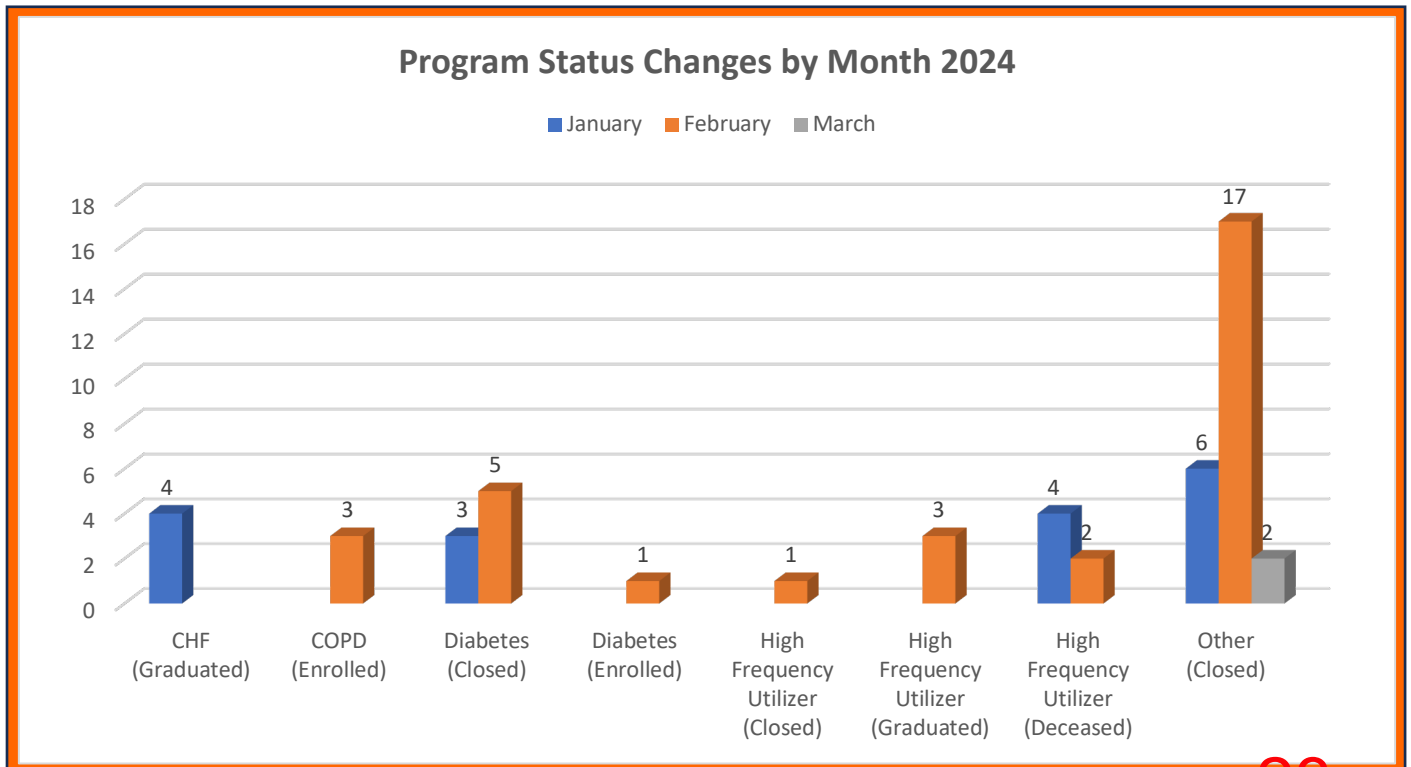
# **COMMUNITY PARAMEDIC REPORT**

# April 2024 Community Paramedic Program Report

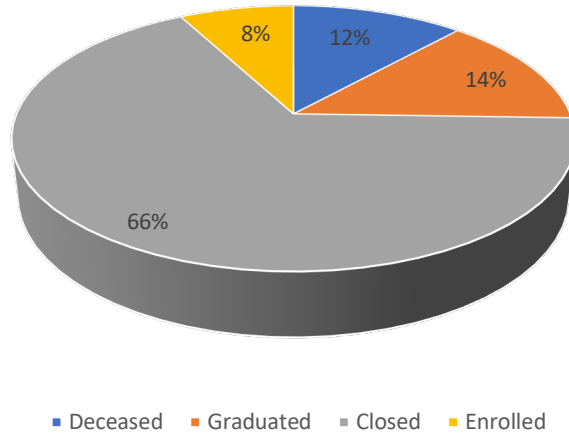
As of March 31, 2024, our Community Paramedic has **66 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **5 years old**, the oldest being **94 years old**, with the average age being **59 years old**.



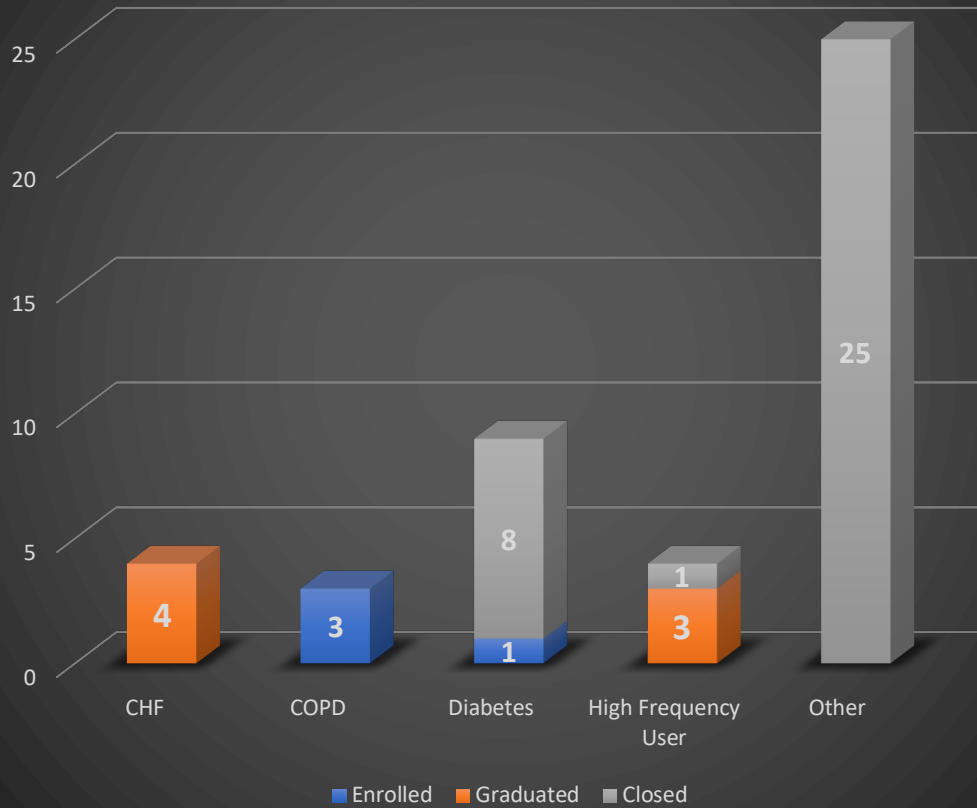
The graphic below represents program status changes that occurred in **Quarter 1 2024**.



### Client Program Status Update Overview 2024

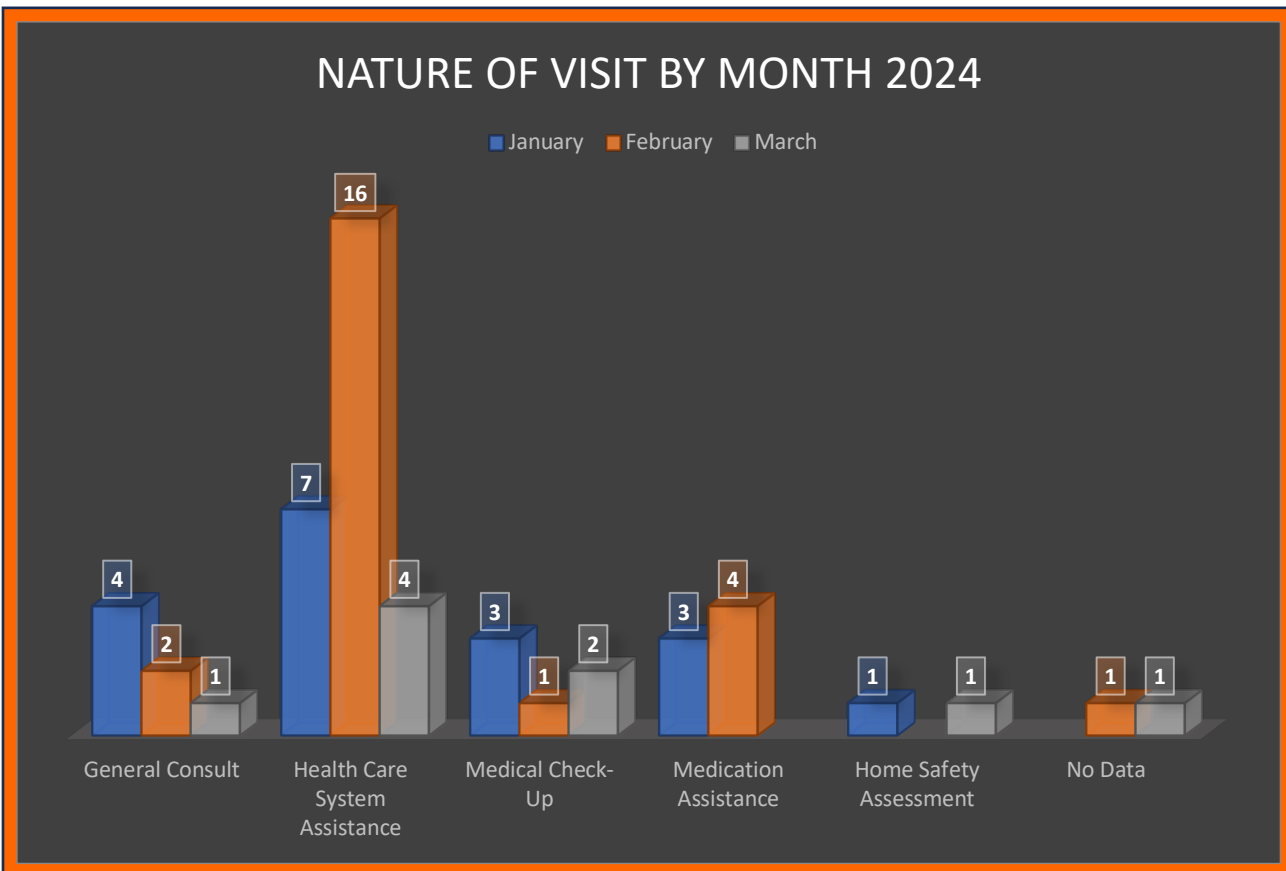
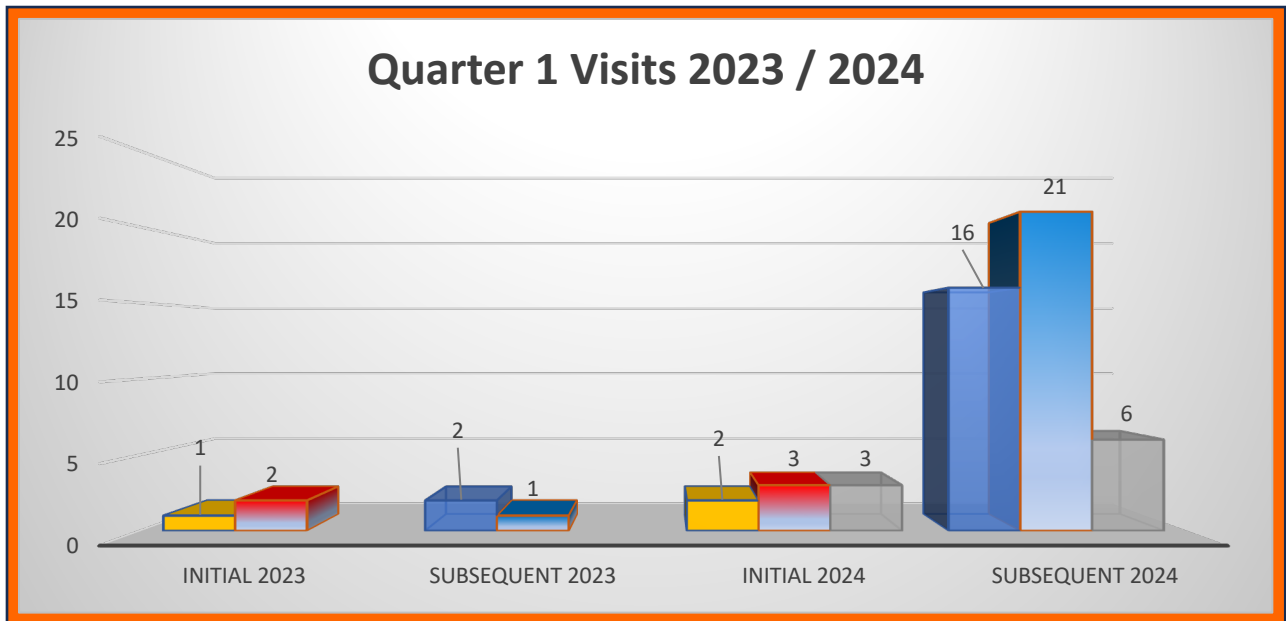


### Client Program Update Overview 2024

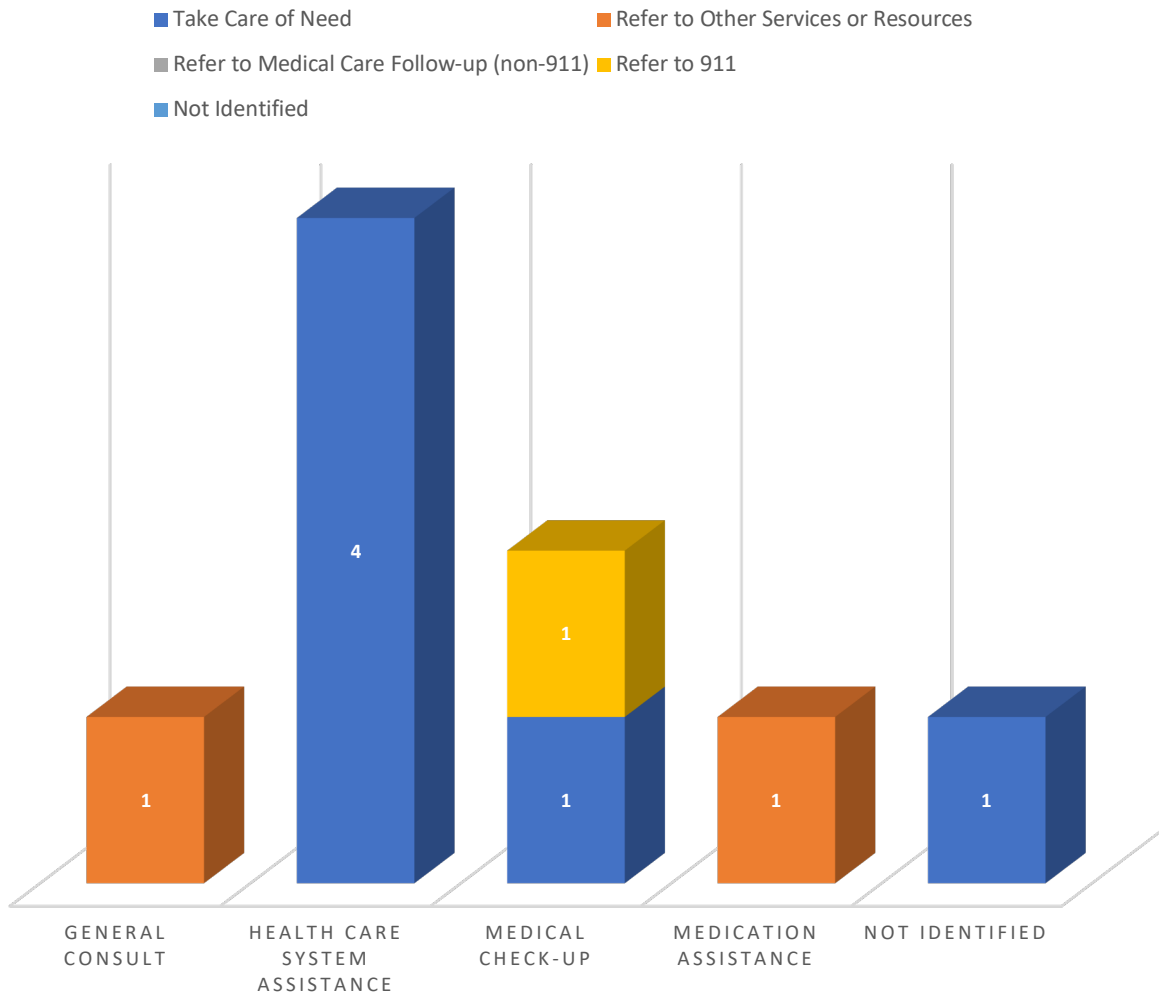




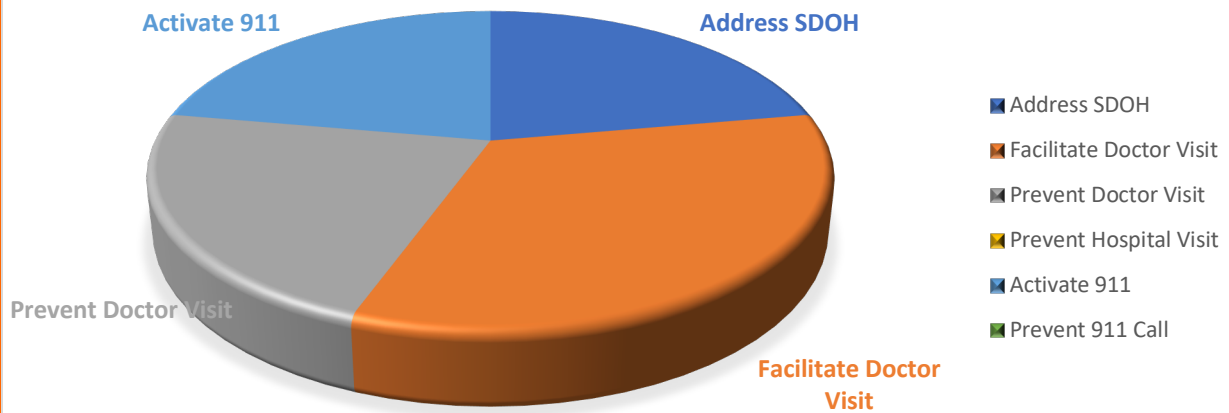
The total number of documented client visits during Quarter 1 2024 is 51 compared to 6 during the same time period in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for Quarter 1 2023 / 2024.



## SERVICES PERFORMED DURING VISITS MARCH 2024

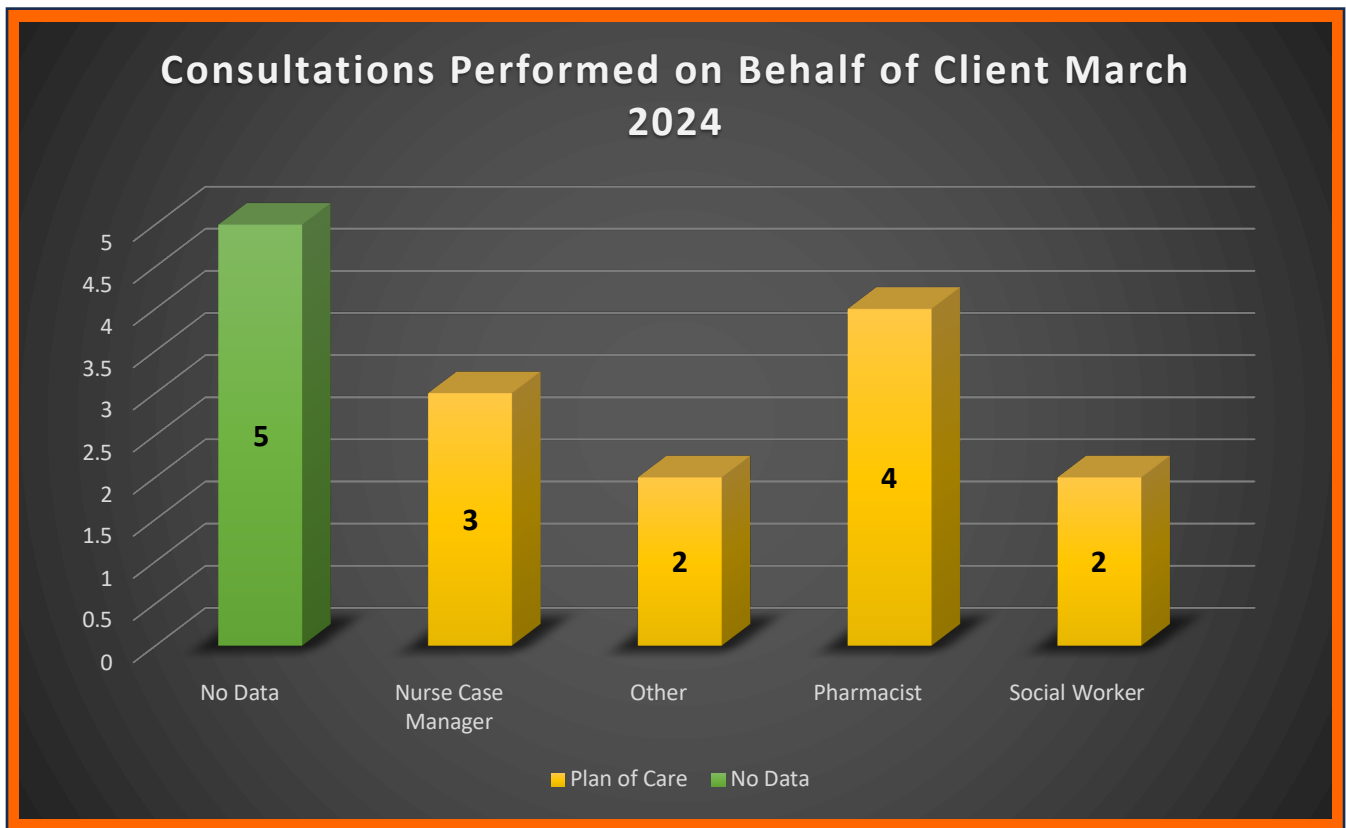


## VISIT OUTCOME SUMMARY MARCH 2024



\*SDOH = Social Determinants of Health

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



\*DME = Durable Medical Equipment

# **RESPONSE ACTIVITY REPORT**

# MONTHLY REPORT

# SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



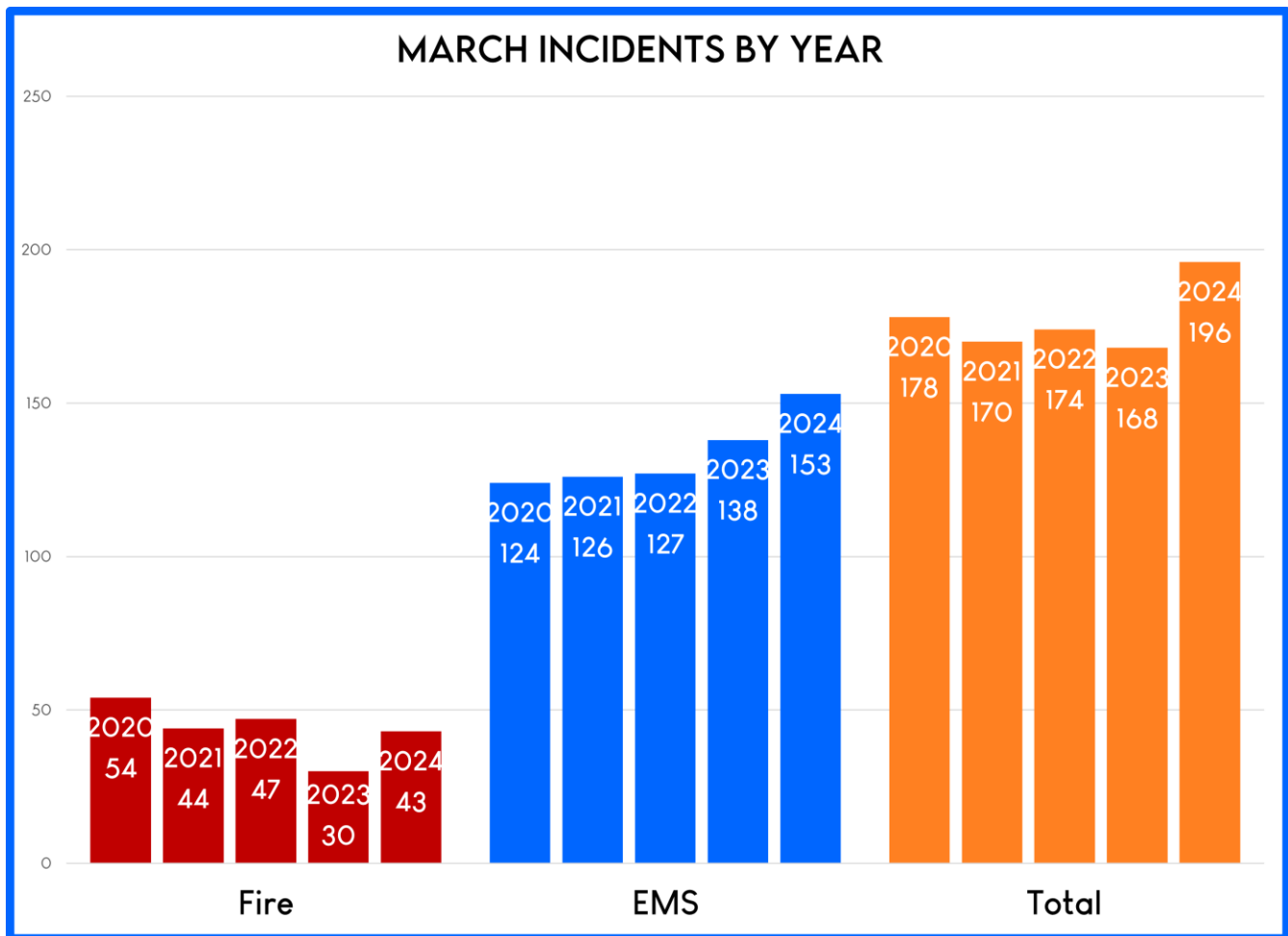
MARCH 2024

# OPERATIONS

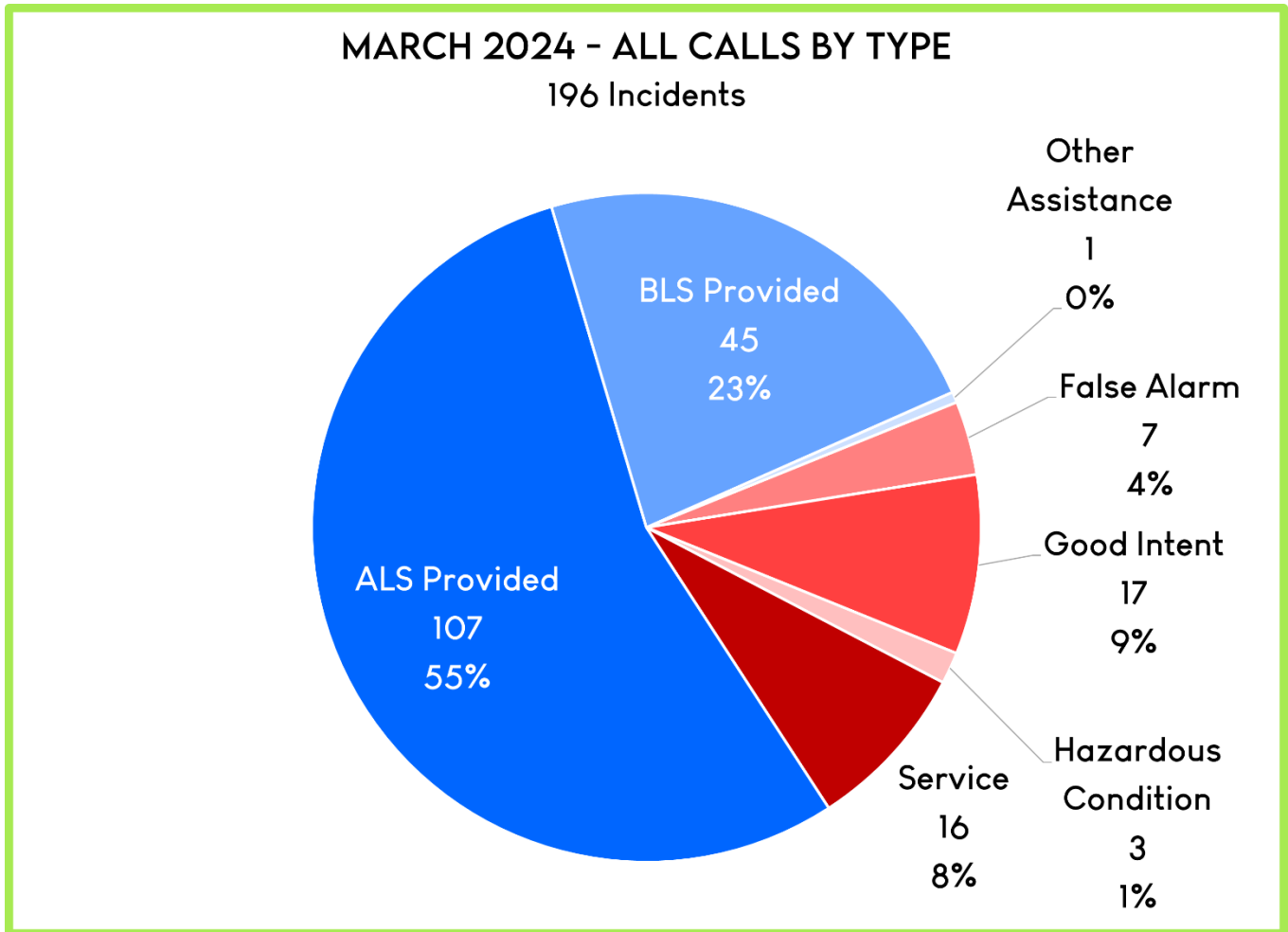
For the month of March, Scappoose Rural Fire Protection District responded to a total of **196** calls for service. There was a total of **412** apparatus responses spending **268** hours and **8** minutes of time. EMS incidents accounted for **78%** of the call volume, while Fire incidents were **22%**. There were **153** EMS related calls for the month, including a total of **165** patients treated, with **105** of those transported to area hospitals. COVID-19 was suspected or confirmed in **0** patients.

Approximately **41%** of the calls for service (**81** incidents) represent overlapping calls (at least one other call in progress). Approximately **36%** (**24** incidents) of the of the **66** 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.

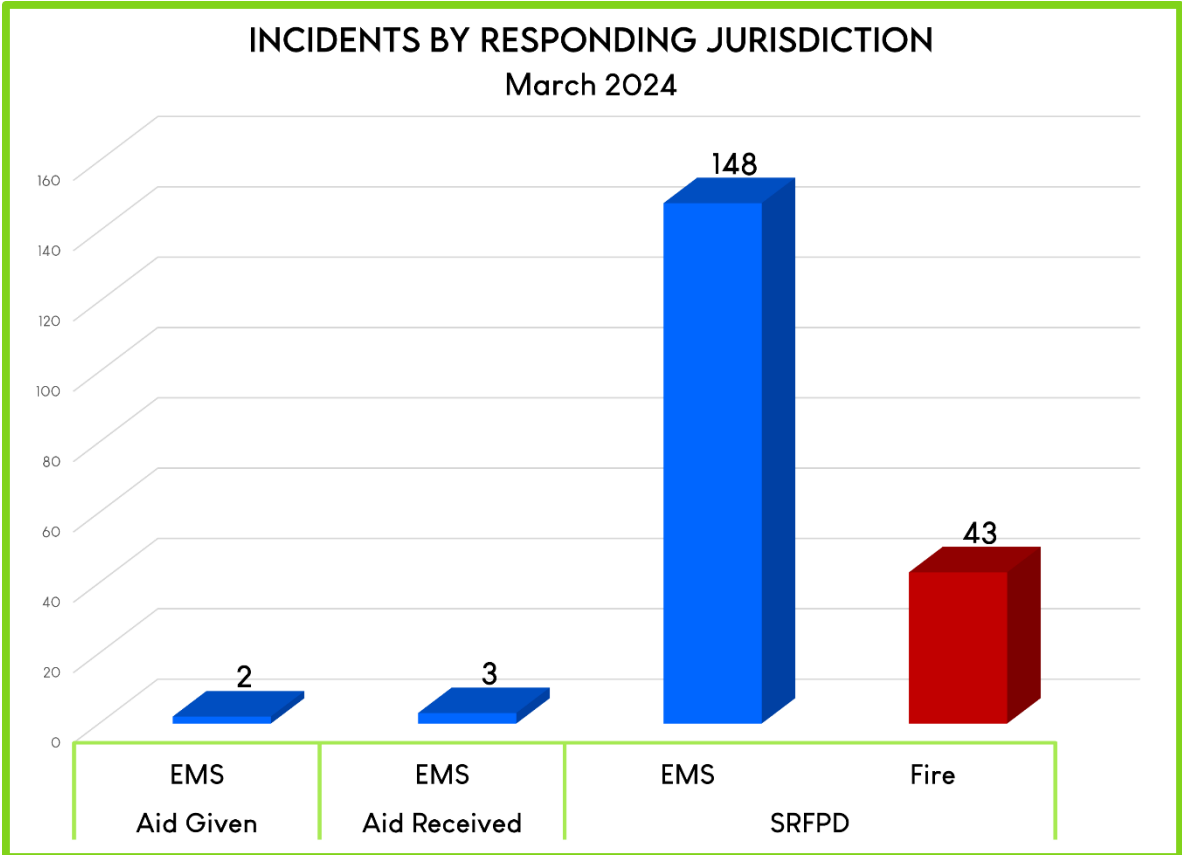
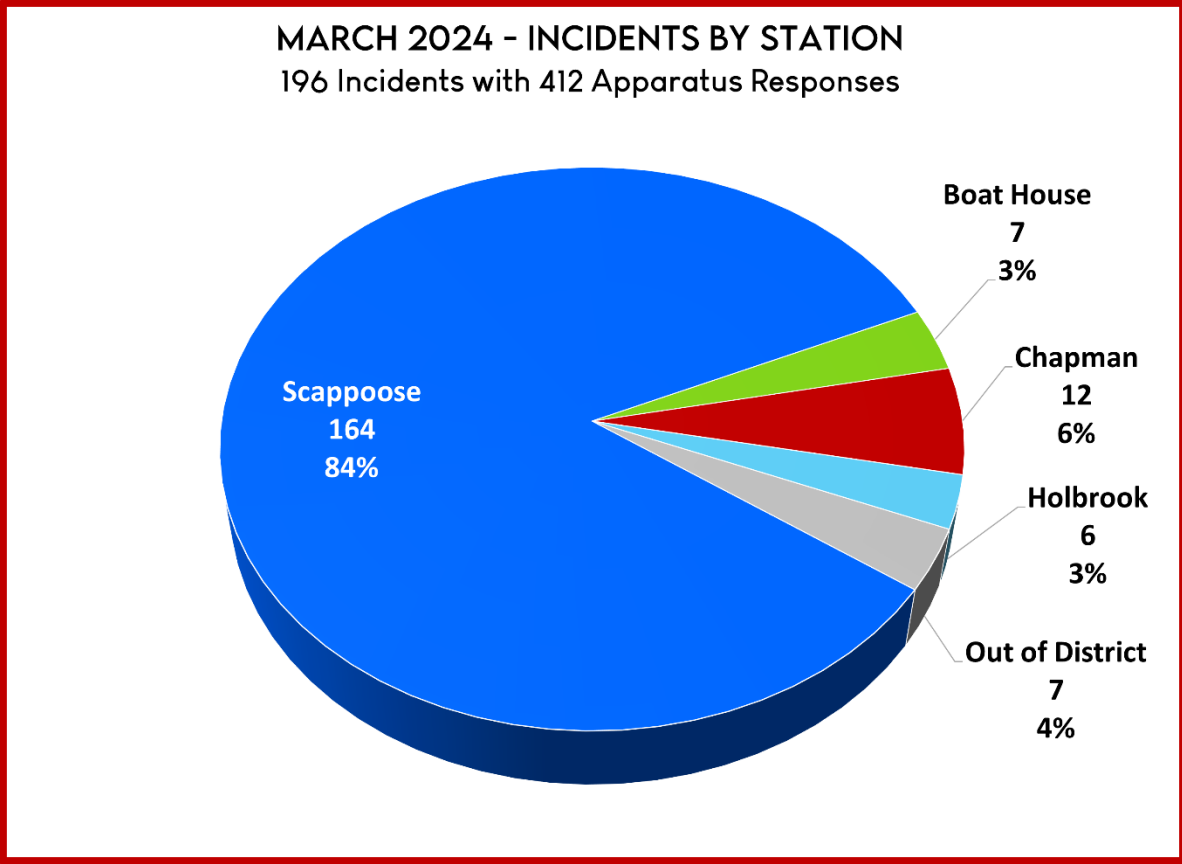
For the month of March, SRFD averaged **1.39** Fire calls per day and **4.94** EMS calls per day for an overall daily average of **6.32** calls per day. Total Fire & EMS incidents for the same month in 2023 was **168**. There were **16.67%** more calls this month compared to the same month last year.



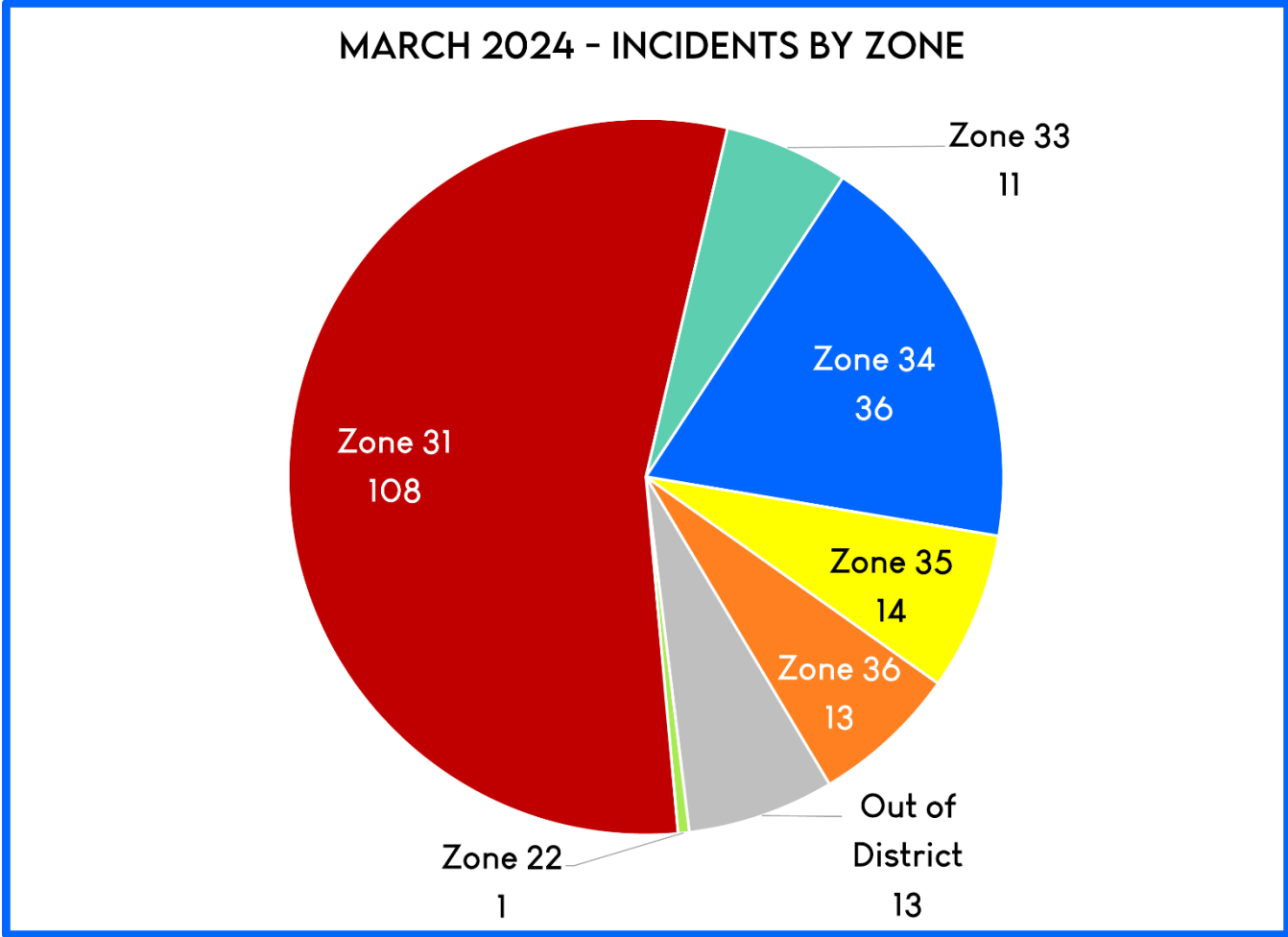
## FIRE AND EMS CALL BREAKDOWN FOR MARCH 2024

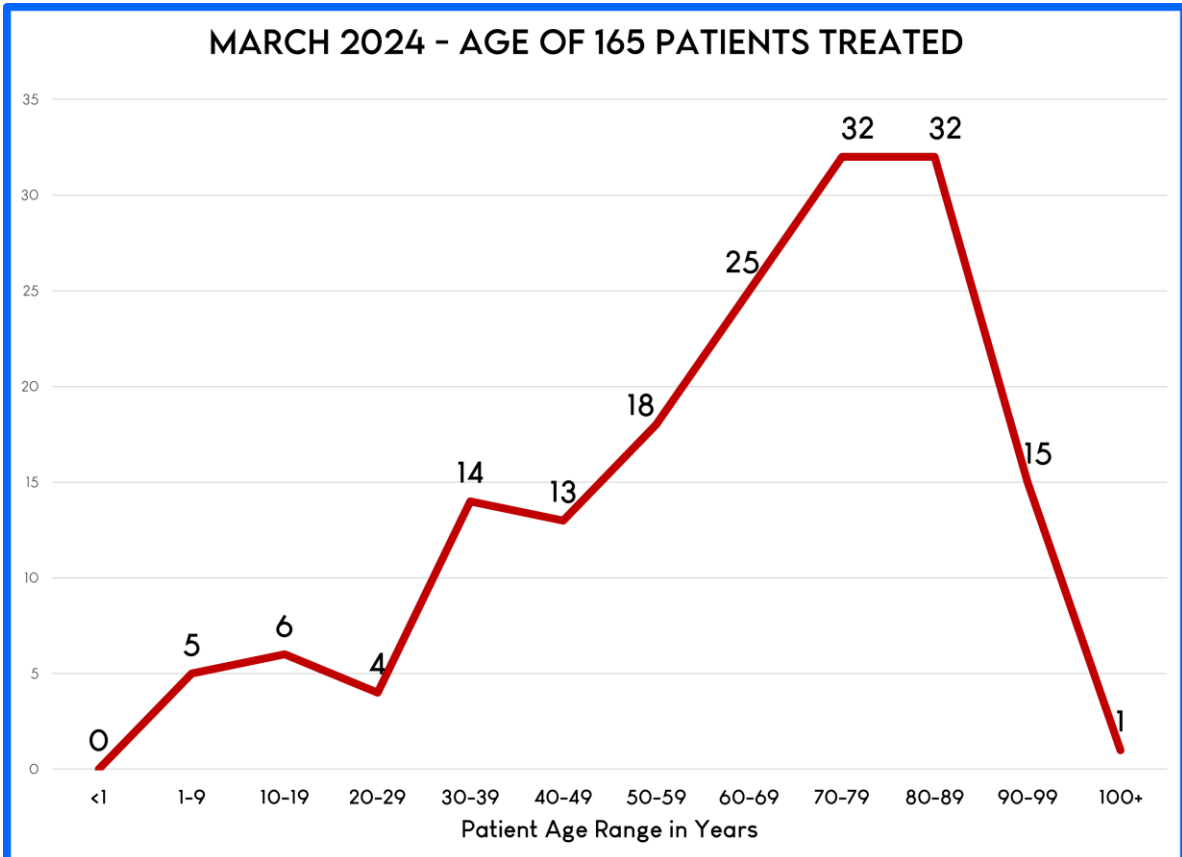
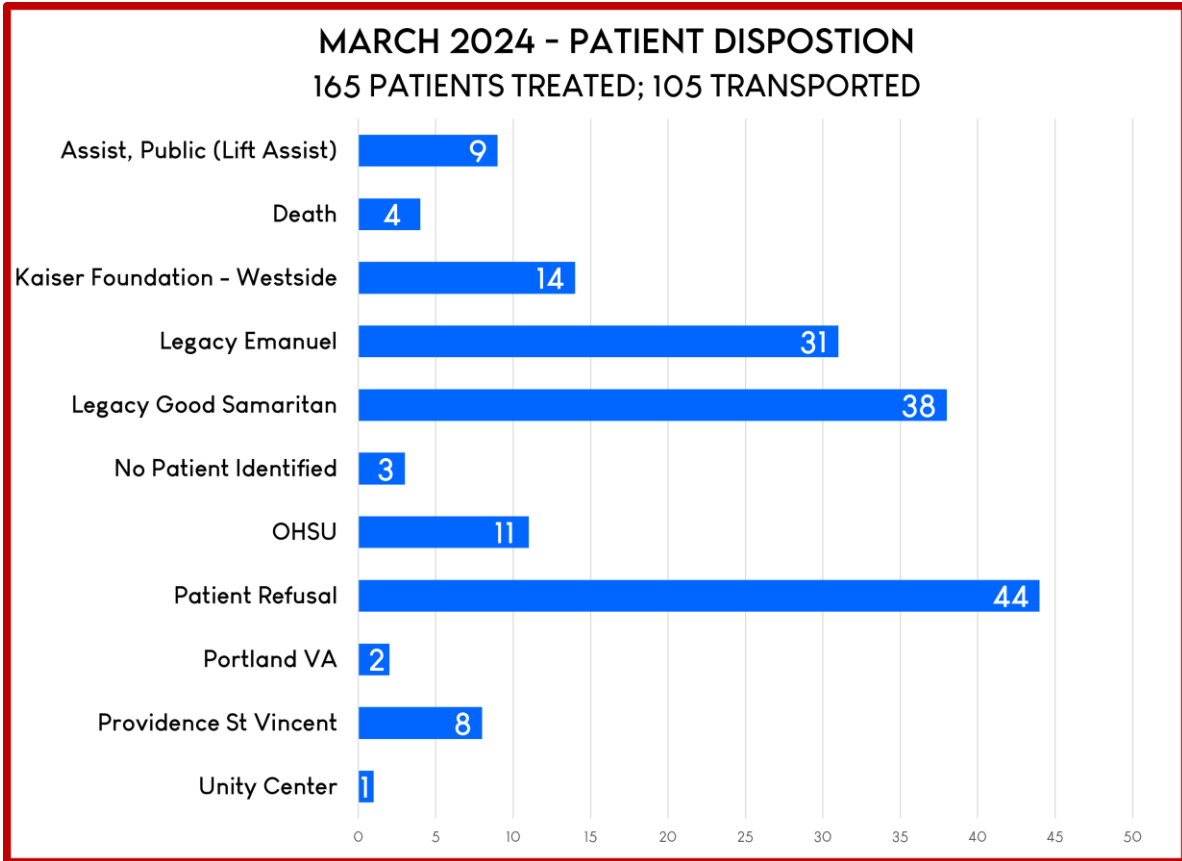


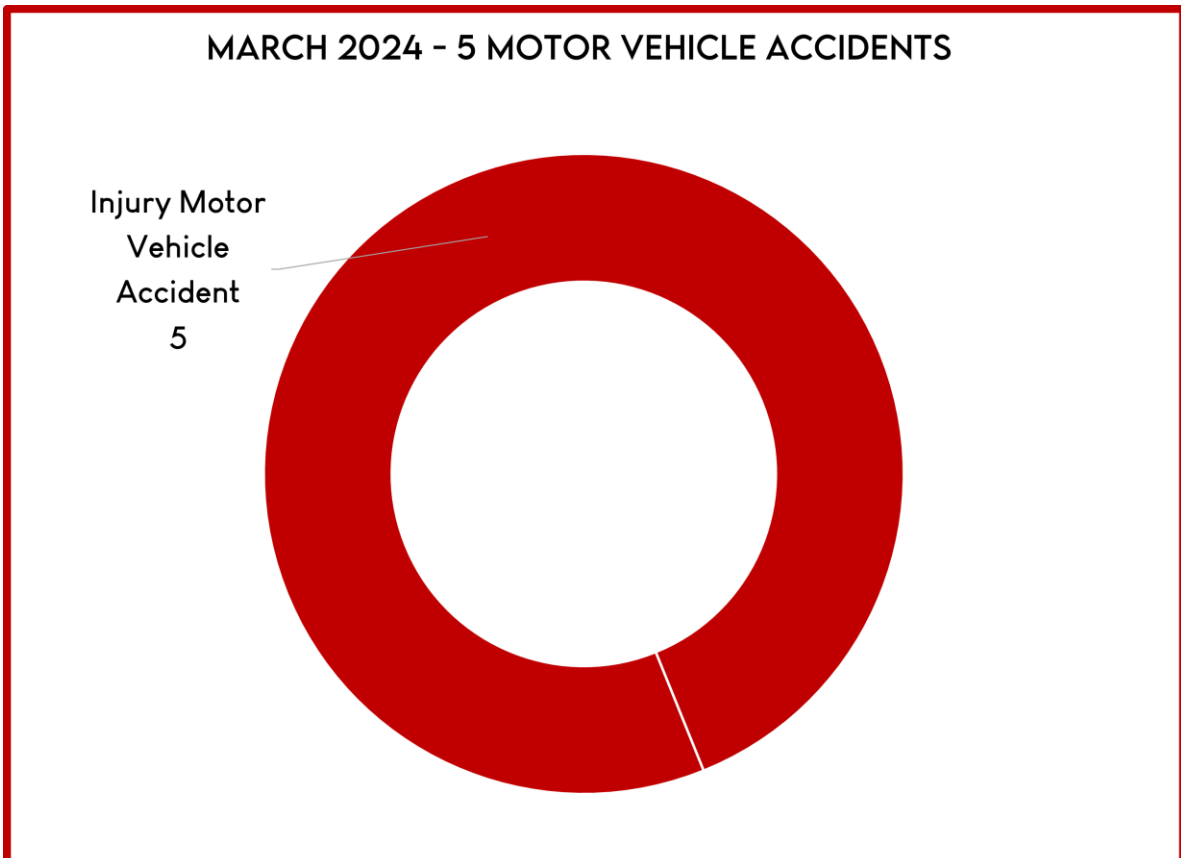
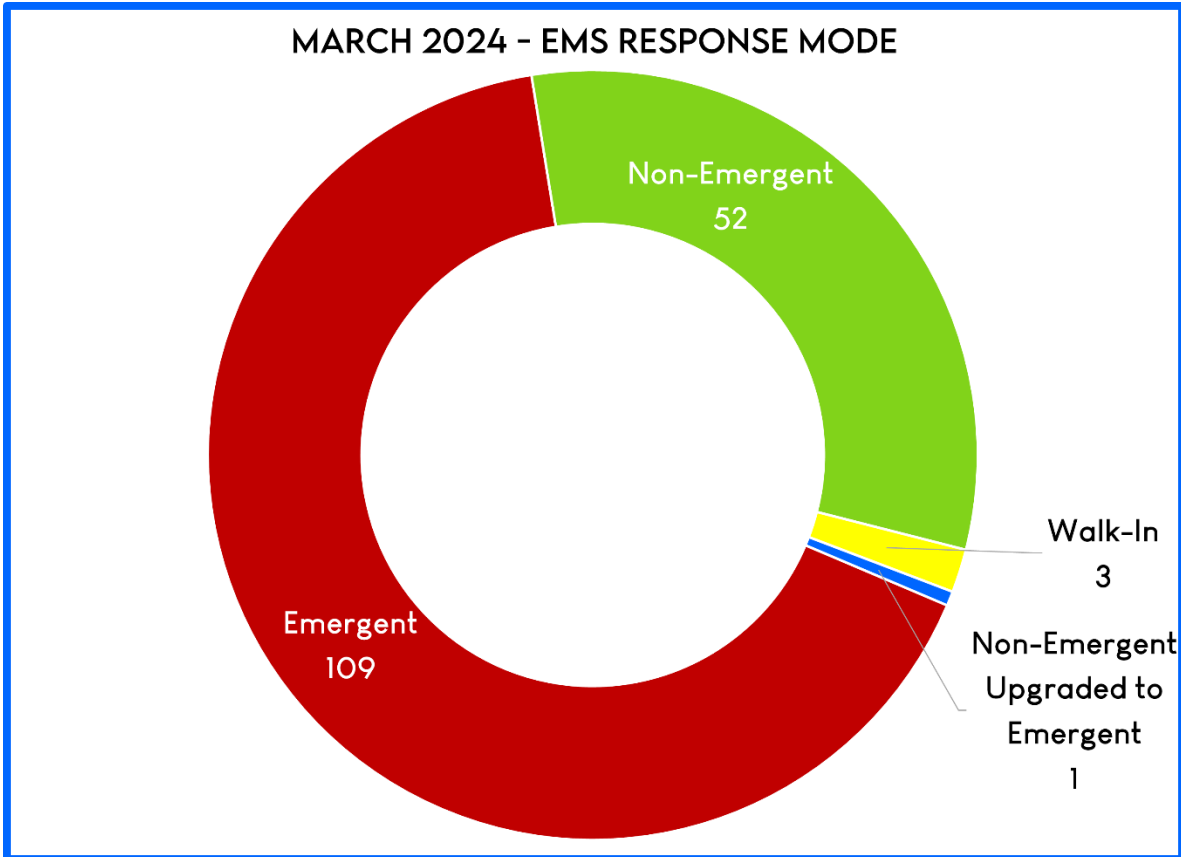
# OPERATIONS



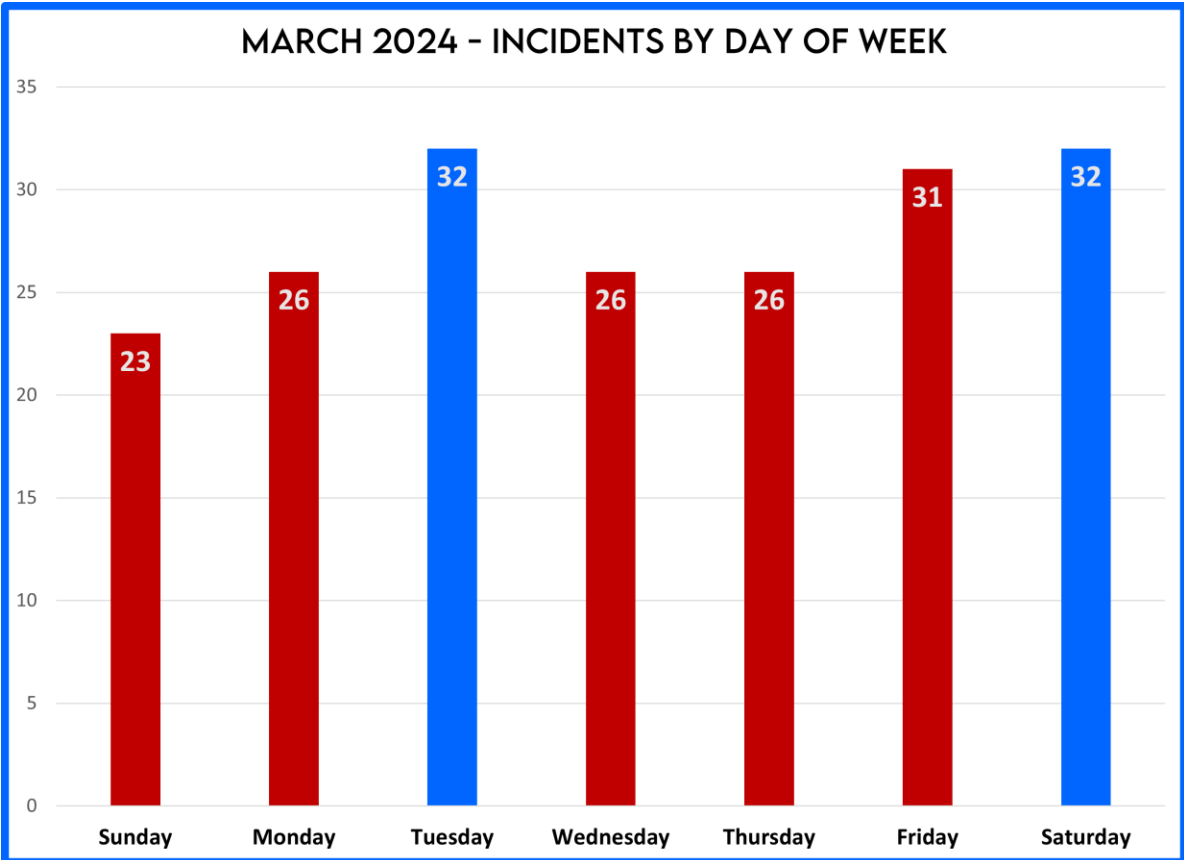
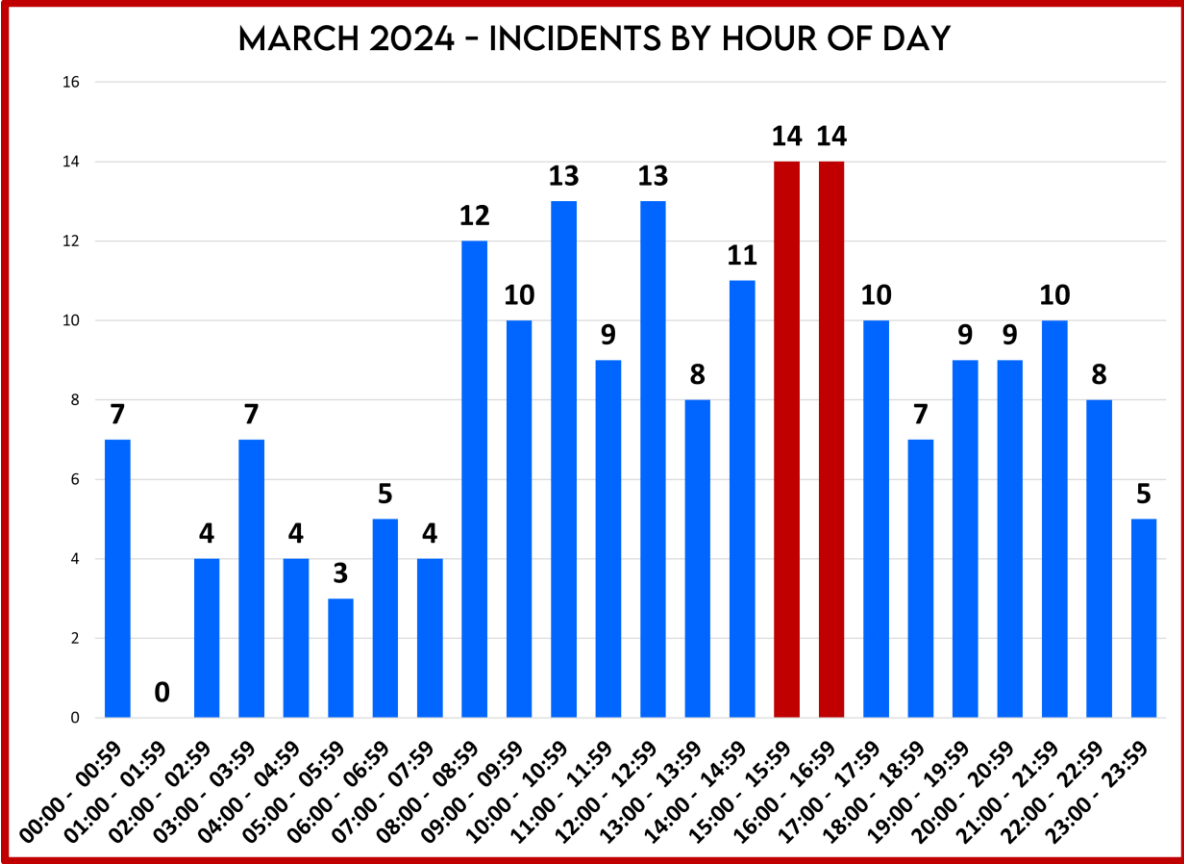






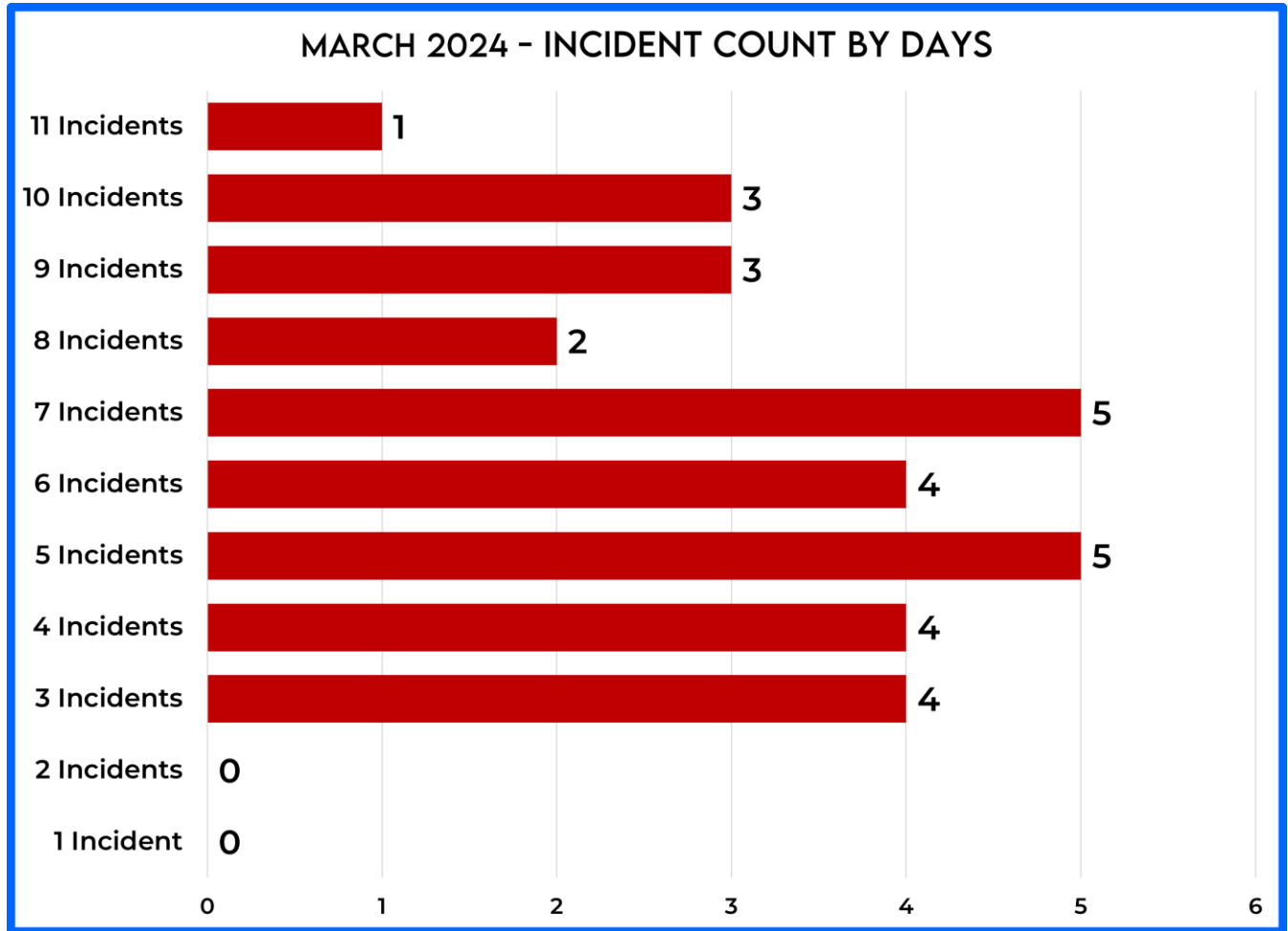


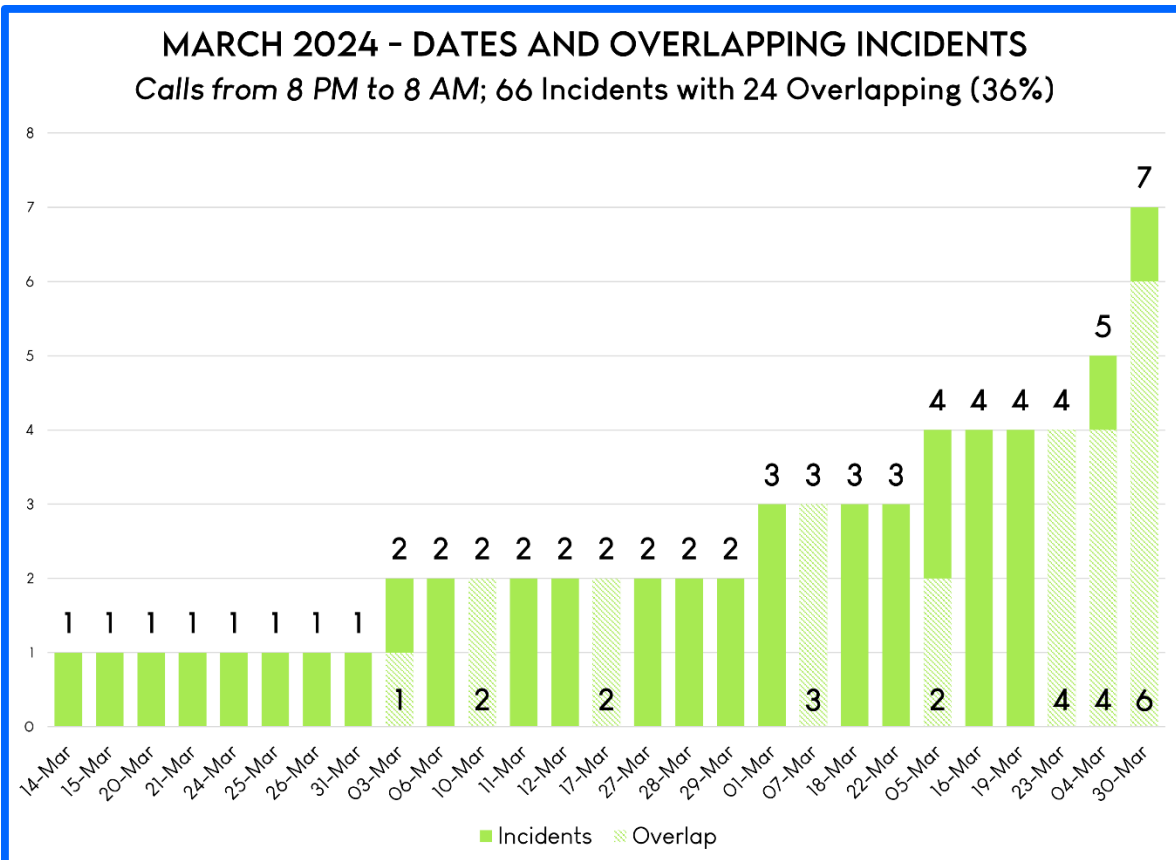
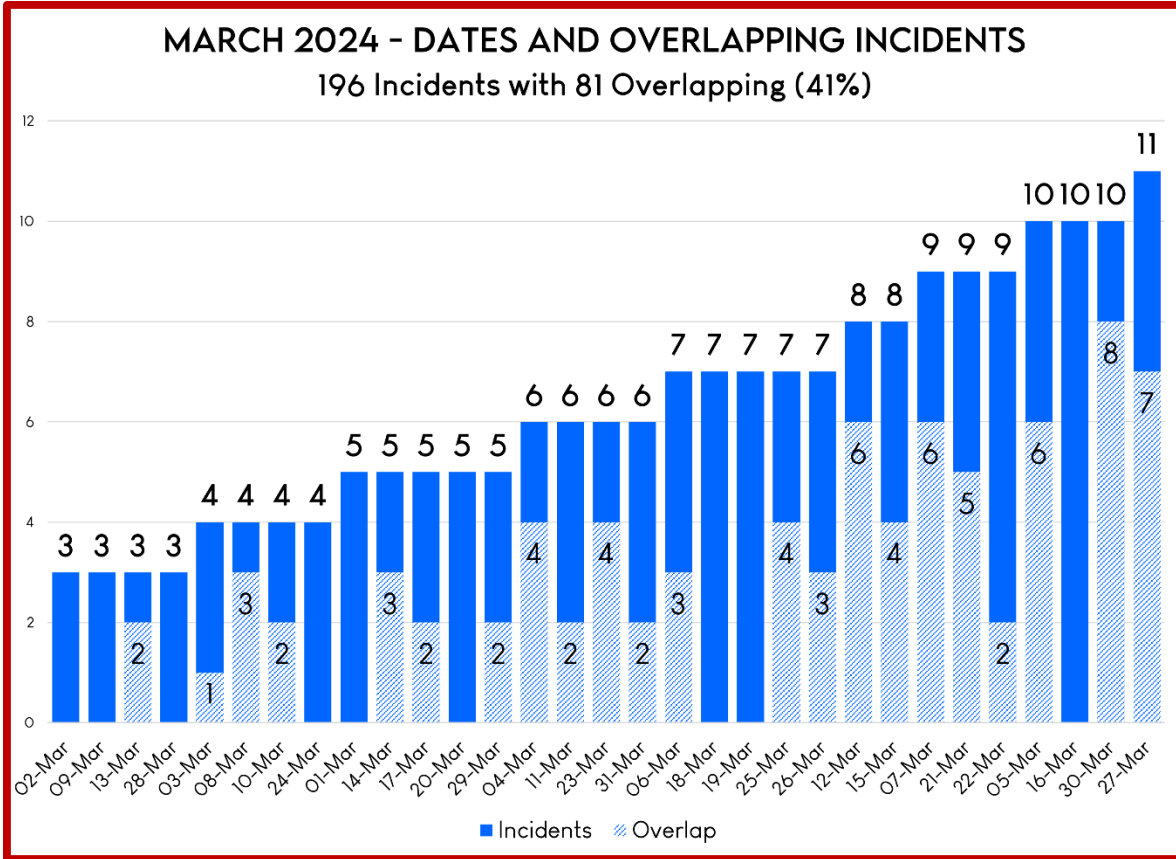
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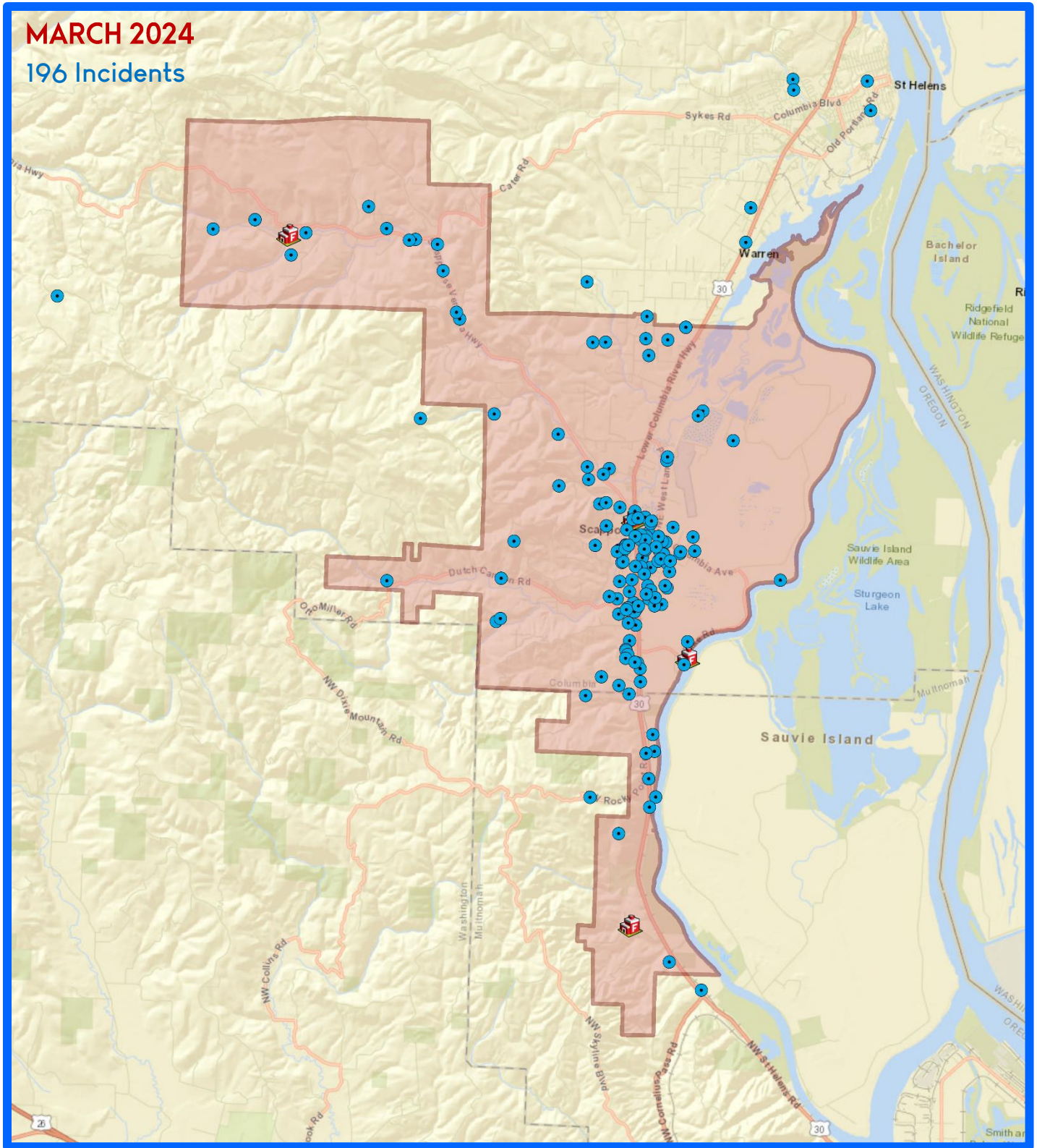


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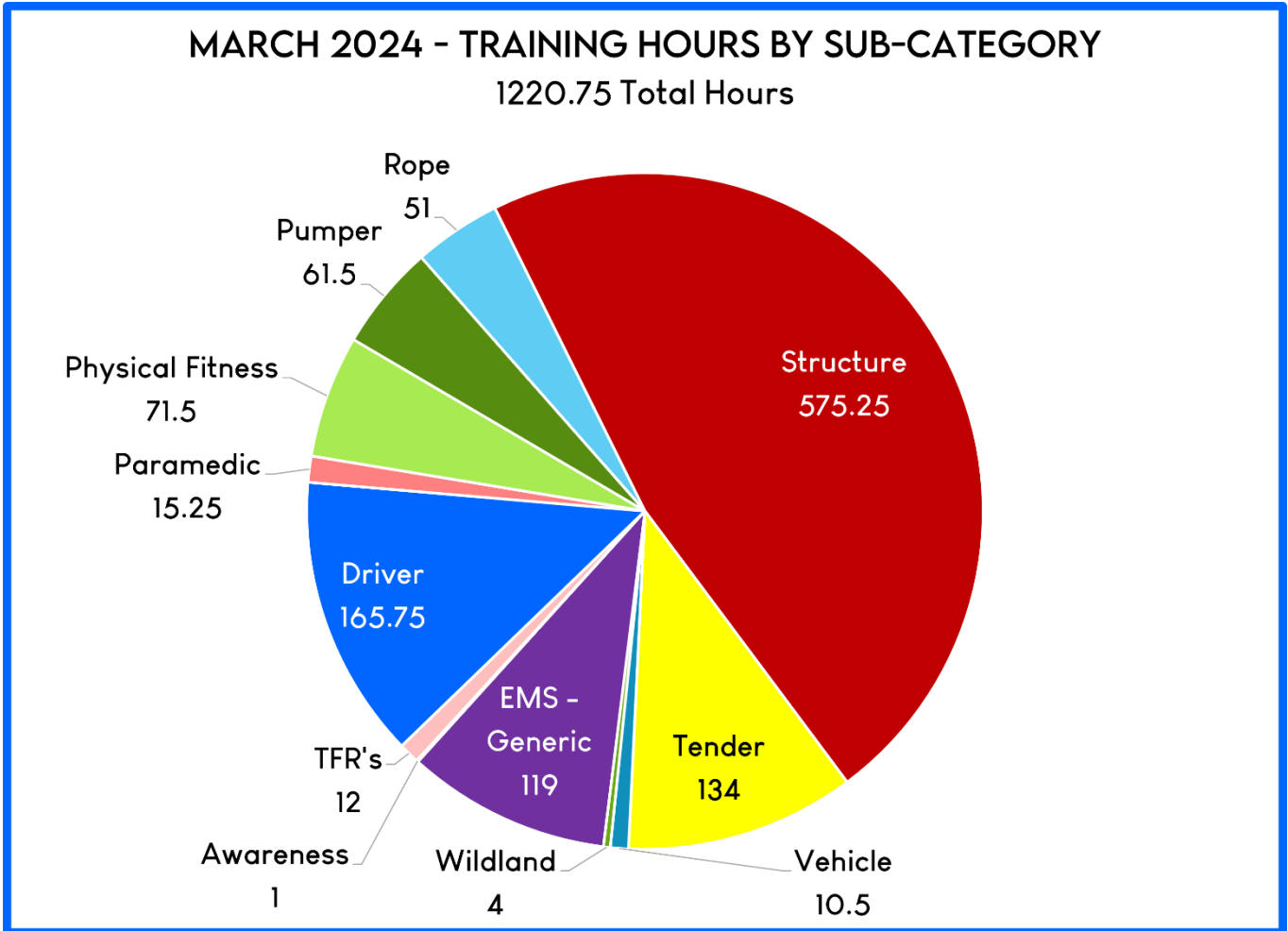
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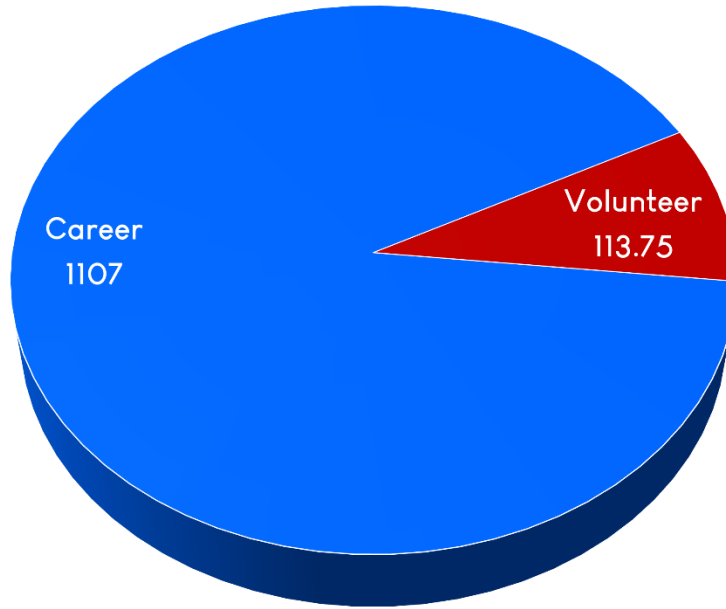




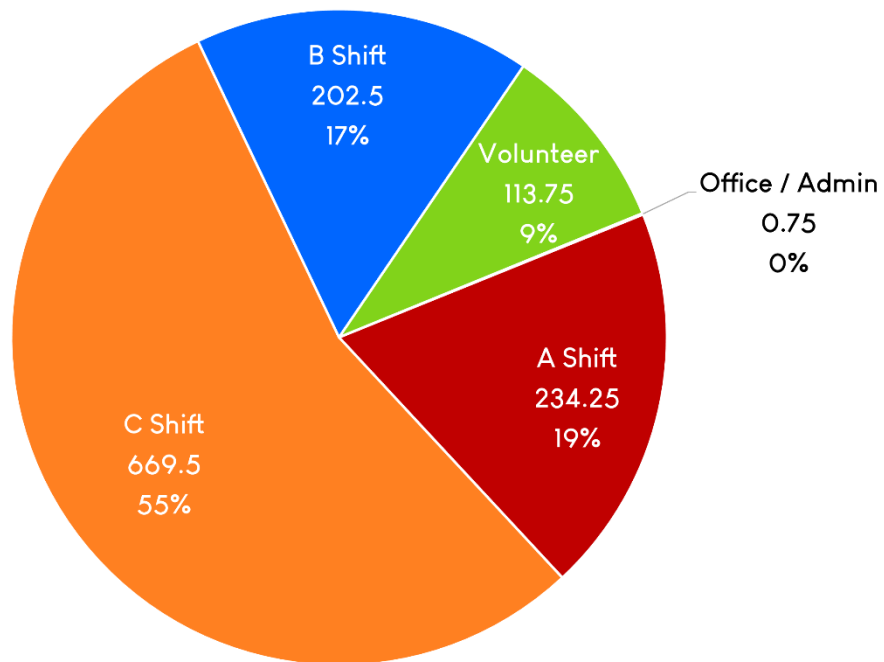




MARCH 2024 - VOLUNTEER & CAREER TRAINING HOURS



MARCH 2024 - TRAINING HOURS BY SHIFT



**UNCREWED  
AIRCRAFT (UAS)  
ACTIVITY  
REPORT**

Flight #1	Mar 24th, 2024 22:07:12	Air Time: 00:28:32 Total Mileage (Miles): 1	Max Altitude (Feet): 351.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.723473,-122.875107 Above Sea Level (Feet): 44.9			
Battery Name: DT#1 Max Bat Temp (f): 92.3	Takeoff Bat: 100% Takeoff mAh: 6776 Takeoff Volts: 12.926	Landing Bat: 24% Landing mAh: 1594 Landing Volts: 10.932	
Takeoff Degrees/Minutes/Seconds: 45° 43'24.50"N,122° 52'30.38"W Landing Time: Mar 24th, 2024 22:35:44 Drone Name: DEVIL_EVO_2640R_UR4WX Ground Weather Summary: Patchy rain possible Photos: 0 Videos: 0 Drone Type: EVO2 Ground Temp (f): 44.6 Ground Visibility (Miles): 6 Ground Wind Speed: 2.5 mph Ground Wind Dir: 287			
Flight #2	Mar 24th, 2024 21:55:55	Air Time: 00:08:19 Total Mileage (Miles): 0	Max Altitude (Feet): 350.9 Max Distance (Miles): 0
Takeoff Lat/Long: 45.723450,-122.875114 Above Sea Level (Feet): 45.0			
Battery Name: DUO-04 Max Bat Temp (f): 92.1	Takeoff Bat: 52% Takeoff mAh: 3386 Takeoff Volts: 11.26	Landing Bat: 26% Landing mAh: 1660 Landing Volts: 10.708	
Takeoff Degrees/Minutes/Seconds: 45° 43'24.42"N,122° 52'30.41"W Landing Time: Mar 24th, 2024 22:04:14 Drone Name: DEVIL_EVO_2640R_UR4WX Ground Weather Summary: Patchy rain possible Photos: 0 Videos: 0 Drone Type: EVO2 Ground Temp (f): 44.6 Ground Visibility (Miles): 6 Ground Wind Speed: 2.5 mph Ground Wind Dir: 287			
Flight #3	Mar 17th, 2024 20:39:07	Air Time: 00:21:59 Total Mileage (Miles): 0	Max Altitude (Feet): 190.3 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764694,-122.892895 Above Sea Level (Feet): 310.5			
Battery Name: USA-02-004691 Max Bat Temp (f): 32.0	Takeoff Bat: 79% Takeoff Volts: 12.396	Landing Bat: 10% Landing Volts: 10.89	
Takeoff Degrees/Minutes/Seconds: 45° 45'52.90"N,122° 53'34.42"W Landing Time: Mar 17th, 2024 21:01:06 Drone Name: POLLY_ANAFI_GOV_UR43E Photos: 0 Videos: 0 Drone Type: Anafi USA Weather Summary: Clear Ground Temp (f): 55.4 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 333			
Flight #4	Mar 17th, 2024 19:29:35	Air Time: 00:13:07 Total Mileage (Miles): 3	Max Altitude (Feet): 652.9 Max Distance (Miles): 1
Takeoff Lat/Long: 45.764724,-122.892914 Above Sea Level (Feet): 310.3			
Battery Name: HE#3 Max Bat Temp (f): 91.0	Takeoff Bat: 68% Takeoff mAh: 5406 Takeoff Volts: 15.274	Landing Bat: 23% Landing mAh: 1782 Landing Volts: 13.732	
Takeoff Degrees/Minutes/Seconds: 45° 45'53.01"N,122° 53'34.49"W Landing Time: Mar 17th, 2024 19:42:42 Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T Weather Summary: Clear Ground Temp (f): 60.8 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 328			

Flight #5	Mar 7th, 2024 17:15:05	Air Time: 00:11:19 Total Mileage (Miles): 0	Max Altitude (Feet): 294.9 Max Distance (Miles): 0
Takeoff Lat/Long: 45.762189,-122.879425 Above Sea Level (Feet): 48.6			
Battery Name: USA-02-004691 Max Bat Temp (f): 32.0	Takeoff Bat: 56% Takeoff Volts: 10.99	Landing Bat: 18% Landing Volts: 10.873	
Takeoff Degrees/Minutes/Seconds: 45° 45'43.88"N,122° 52'45.93"W Landing Time: Mar 7th, 2024 17:26:24 Drone Name: POLLY_ANAFI_GOV_UR43E Ground Weather Summary: Partly cloudy Photos: 0 Videos: 0 Drone Type: Anafi USA Ground Temp (f): 42.8 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 76			

Flight #6	Mar 6th, 2024 12:15:39	Air Time: 00:17:27 Total Mileage (Miles): 1	Max Altitude (Feet): 79.3 Max Distance (Miles): 0
Takeoff Lat/Long: 45.371305,-122.181280 Above Sea Level (Feet): 1255.5			
Battery Name: Default EVO MAX 4T Battery Max Bat Temp (f): 85.3	Takeoff Bat: 100% Takeoff mAh: 7820 Takeoff Volts: 16.192	Landing Bat: 51% Landing mAh: 3992 Landing Volts: 14.541	
Takeoff Degrees/Minutes/Seconds: 45° 22'16.70"N,122° 10'52.61"W Landing Time: Mar 6th, 2024 12:33:06 Ground Weather Summary: Patchy rain possible Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T Ground Temp (f): 33.8 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 291			

Flight #7	Mar 6th, 2024 11:50:32	Air Time: 00:24:07 Total Mileage (Miles): 2	Max Altitude (Feet): 165.6 Max Distance (Miles): 0
Takeoff Lat/Long: 45.371291,-122.181290 Above Sea Level (Feet): 1255.5			
Battery Name: HE#1 Max Bat Temp (f): 94.8	Takeoff Bat: 90% Takeoff mAh: 7338 Takeoff Volts: 16.251	Landing Bat: 23% Landing mAh: 1844 Landing Volts: 13.669	
Takeoff Degrees/Minutes/Seconds: 45° 22'16.65"N,122° 10'52.64"W Landing Time: Mar 6th, 2024 12:14:39 Ground Weather Summary: Patchy rain possible Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T Ground Temp (f): 33.8 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 291			

Flight #8	Mar 6th, 2024 11:44:29	Air Time: 00:02:15 Total Mileage (Miles): 0	Max Altitude (Feet): 151.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.371270,-122.181289 Above Sea Level (Feet): 1255.7			
Battery Name: HE#1 Max Bat Temp (f): 73.2	Takeoff Bat: 97% Takeoff mAh: 7918 Takeoff Volts: 16.264	Landing Bat: 91% Landing mAh: 7446 Landing Volts: 15.999	
Takeoff Degrees/Minutes/Seconds: 45° 22'16.57"N,122° 10'52.64"W Landing Time: Mar 6th, 2024 11:46:44 Ground Weather Summary: Patchy rain possible Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T Ground Temp (f): 33.8 Ground Visibility (Miles): 6 Ground Wind Speed: 3.7 mph Ground Wind Dir: 291			

Flight #9	Mar 3rd, 2024 23:08:13	Air Time: 00:00:26 Total Mileage (Miles): 0	Max Altitude (Feet): 3.8 Max Distance (Miles): 0
Takeoff Lat/Long: 45.764760,-122.892913 Above Sea Level (Feet): 310.3			
Battery Name: HE#4 Max Bat Temp (f): 95.4	Takeoff Bat: 12% Takeoff mAh: 846 Takeoff Volts: 13.483	Landing Bat: 10% Landing mAh: 754 Landing Volts: 13.192	
Takeoff Degrees/Minutes/Seconds: 45° 45'53.13"N,122° 53'34.49"W Landing Time: Mar 3rd, 2024 23:08:39 Ground Weather Summary: Light snow showers Photos: 0 Videos: 0 Drone Name: HAZE_MAX4T_UR4WH Drone Type: EVO MAX 4T Ground Temp (f): 35.6 Ground Visibility (Miles): 6 Ground Wind Speed: 3.1 mph Ground Wind Dir: 161			

Item #10	Total	Air Time: <b>02:07:31</b> Total Mileage (Miles): 7
Photos:	<b>0</b>	Videos: <b>0</b>

# STAFF REPORTS

# Fire Chief Report

## March

### Meetings Attended

3/1/24	MTG with TVF&R RE REMS	3/13/24	MTG with Chief Sherrek
3/4/24	RDPO Program CMTE MTG	3/14/24	MTG with 4701
3/5/24	SHS Meeting with principal	3/14/24	Board MTG
3/5/24	MTG about Budget CMTE	3/15/24	Newport EAP MTG
3/5/24	Chemical Terror Planning MTG	3/18/24	MTG with SHS
3/5/24	Admin MTG	3/18/24	Chemical TERROR MTG
3/6/24	MTG About Trng Room	3/19/24	MTG with Clackamas Fire
3/6/24	NPS A-450 MTG	3/20/24	Robot WG MTG
3/6/24	Cybersecurity MTG	3/20/24	Fire Science Class
3/6/24	Fire Science Class	3/21/24	MTG with Councilor HOLMES URD
3/7/24	MTG with Colorado COE	3/21/24	Board Award CMTE MTG
3/7/24	RDPO Fire/EMS WG	3/25/24	NASA ASRS DS Day MTG
3/11/24	Fire Defense MTG	3/26/24	NASA Wildfire CONOPS
3/12/24	MTG with LT Anderson	3/27/24	NASA Wildfire CONOPS
3/12/24	FIT MTG	3/27/24	FEMA USAR MTG
3/12/24	HSEMC County MTG	3/28/24	NASA Wildfire CONOPS MTG
3/13/24	SPIRE MTG		

**Hours Worked March: 224 Hours**

**On Call in March: 141 Hours**

**TOTAL HOURS: 365**

#### Training

A-453 Refresher Training

UAS Training (In House) (Return To Home, BVLOS, Zephyr SIM)

#### Projects

Scappoose High School STEAM Education / Workforce Development

Portland Fire Mutual Aid Agreement – *In Progress*

Strategic Plan – *COMPLETED*

Fire Station Project ~ *In Progress*

Senate Discretionary spending request ~ *Getting Ready to Close Out*

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

SPIRE 2023 ~ *Awarded Airbags and COW (Cell On Wheels)*

NASA ACERO ~ *In Progress*

2022 AFG Grants

Tender Project ~ *Waiting For Delivery*

Engine Project ~ *Completed Mid Build Inspection*

This past March was very interesting in that it brought very nice weather which increase the amount of calls we responded to and for some reason March was one of the heaviest meeting months so far this year. Between local regional and national meeting responsibilities, there was a lot to keep up on. However, in all of these occurrences, it was great to be able to represent our agency in all that we do.

Similar to previous months, a lot of time was dedicated towards understanding and learning as much as possible about tax increment, financing in the urban renewal district that the city created. This urban renewal district continues to challenge our agency financially. Thankfully, several meetings occurred with multiple partners I'm trying to educate folks on the challenges of the Scappoose, urban renewal district, and the future pitfalls that will plague all of the partner, taxing districts, including the city. I was very thankful to be able to speak with the mayor and one of the city counselors to help them understand our position, as well as how their urban renewal decisions could potentially affect emergency response capabilities.

Considerable time is also spent on preparing information regarding a potential bond request. Between working with our architect, and helping us predict costing of our project, and beginning to assemble materials for future, public meetings was tasking. Based upon the material assembled, it is hopeful that if the board decides to move forward with a bond request to our community, we may be successful. This is based upon conservative planning, and designs for renovation, and construction of an annex building and small training area.

One very positive observation in March, is the success of our logistics position. Our stations and equipment have not seen this much TLC in many years. In March the logistics position completed 10 projects and currently has 14 in the queue in various stages of completion. Several of these projects are outside the control of our logistics staff, but we are quickly starting to check off items that have been waiting for years to be completed. One significant item to address is the high cost of maintenance of our old fire apparatus. It is imperative that we continue our replacement cycles of our aging fleet to hopefully cut down on annual vehicle maintenance expenses.

One significant accomplishment in March was the establishment of a TAK server. TAK is short for team awareness kit. This technology solution allows us to have a common operating picture of our apparatus and other resources during small and major emergencies. So far the biggest expense was on the purchase of the equipment to build the server and the staff time to program the server. Everything else which consists of the cell phone and tablet applications, come at no cost to the district. So far we have been able to sign up Clatskanie, fire, Columbia River fire, we are approaching the river safety committee soon and there is the potential for us to work closely with one of our law-enforcement partners in the build out of the TAK platform. Currently, we are the only one in the state working on a project like this, and are following in the footsteps of the state of Colorado and the state of Texas.

Scappoose fire will be participating in two large scale training exercises in the next two months. One will be local and involves a chemical, terrorism exercise, and the other is a request to participate in a full-scale exercise in Newport with a state agency, the US, Coast Guard, and life flight. Last banana, least, our involvement with the NASA ACERO project is helping to bring a voice to the small fire agencies and initial attack resources that are often forgotten about when all of the big plans are put together.



**Assistant Chief Marks  
April 2024**

**March Projects:**

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

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

Admin Meetings	Fire Defense Board
EMS Committee	HPO Steering Committee
Officers Meeting	Civil Service Meeting
ABC 360 Conference	Ventilation Training
PDC	1Q ASA
HPO Tabletop Planning	Table Top Planning Meetings

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.

Started the roll out for an EMS documentation course. The intent of the course is to improve documentation on our EMS charts. While the crews are not completing bad charts, we can always find ways to improve documentation.

Both Holbrook and The Boat House Station are currently in order and working efficiently. Lt. Anderson is working with both electrical and water contractors to correct issues at the Chapman Station. These projects include electrical panel inspections and ensuring we do not lose water during the winter months again.

The district is looking to replace some, if not all the security cameras at our facilities. These cameras were installed around the same time as the first access control system was deployed. One of the issues we have identified is the quality of the cameras and the storage capabilities of the current system. We are working

with our security contractor to develop a plan for replacement. This is an ongoing project.

I worked with Chief Greisen and Chief Pricher regarding an ambulance accident which occurred on March 29<sup>th</sup>. Damage was done to the front bumper of one of our ambulances. The other vehicle looked undamaged. No injuries occurred due to the incident. The vehicle was taken out of service until it can be repaired. I am working on this process currently having received two (2) quotes for the repair.

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

1. Work with Chief Pricher on taking over the Operations role for the district.
2. GACDS: This project will remain priority number one throughout our collection period. Correct and thorough completion of this project will ensure the organization is not fined 10% of our Medicare billing.
3. Ambulance Service Area Plan: Compiling documents for the 2024 ASA renewal process.
4. 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 March 2024	195 Hours
Call time in March 2024	208 Hours (call shifts minus office time)
<b>Total Hours for March 2024</b>	<b>403 Hours</b>

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

**March Projects:**

- ◆ Volunteer Program Coordination (On Going) - Working with Henry Oberbarnscheidt the in the Member Outreach position and probationary training plan.
- ◆ SRFD Uniforms (On Going) - Working with FF Booth, on track to fill orders and improve process.
- ◆ LCRTOA Fire Investigation Course - (In Progress) Was requested by LCRTOA to set up and instruct a Fire Investigation course for the County.
- ◆ Coordinating LCRTOA Volunteer FF Academy Live Fire Drill (On Going) - Course and schedule completed
- ◆ Coordinating LCRTOA County Wildland Drill (On Going)
- ◆ Fire Code Application Guide Update (On hold) - Need access to master documents.
- ◆ Compliance Engine SRFD Profile Update (On hold) - Need walk through of system with Chief Pricher or contractor

**Fire Marshal Duties:**

Two (2) driveway inspection was completed, one (1) Fire Service Referral and Acknowledgements was completed, three (3) fire inspections were completed, three (3) company pre-incident plans were completed.

Waiting for Columbia County Department of Community Justice to coordinate with parents to schedule Youth Firesetting Intervention Screenings.

I attended a weeklong in-person NFPA 409 first draft meeting. As a voting member, I represented public enforcement agencies with public inputs seeking to amend the NFPA standard for Aircraft Hangars.

**Training Duties:**

The next LCRTOA drill weekend is hosted by Columbia River Fire & Rescue, April 5<sup>th</sup> & 6<sup>th</sup>. A request was made by CRFR for Scappoose to support the drill with an apparatus operator and an apparatus.

Recruit academy live fire drill is scheduled for April 20, 2024. Working with CRFR to fill all necessary positions in the IAP to complete the drill. Waiting for more members available to help fill the required positions.

**Public Information Program:**

Nothing to report this month.

**Volunteer Program:**

Working with Henry Oberbarnscheidt on program priorities and ongoing training plan for probationary period. He has been doing a great job working with members who need additional assistance.

Henry has been assigned an NFPA Fire Instructor 1 online curriculum to complete and will work on this as time allows. In addition, we got Henry registered for a Recruitment & Retention Coordinator

Certification Training in April with the International Fire Chiefs Association.

**March Meetings & Activities:**

<b>Date</b>	<b>Meeting/ Topic</b>	<b>Date</b>	<b>Meeting/ Topic</b>
3/4/2024	Driveway Inspection	3/19/2024	NFPA 415/NFPA 423 First Draft Meeting
3/5/2024	Admin Team Meeting	Fire Inspection & Company Pre-Incident Plan: Wildwood Golf Course	Fire Inspection and Company Pre-Incident Plan St. Wenceslaus Catholic Church
3/5/2024	Fire Service Referral and Acknowledgement TP 24-08	3/21/2024	Fire Inspection & Company Pre-Incident Plan: Wildwood Golf Course
3/15/2024	Driveway Inspection	3/19/2024	CF Stairclimb Committee Meeting
3/18/2024	Fire Inspection & Company Pre-Incident Plan: Western Heating & Cooling	3/26/2024 to 3/29/2024	NFPA 409 First Draft Meeting

**Chief Officer Development Training:**

None

**Upcoming Training:**

IAAI ITC 2024

Total hours for March 2024: 233 hours: 161 hours (20 hours Sick and 50 Vacation/Holiday included) & 72 Duty Officer (On-call hours, minus office hours)

## Membership Outreach

4-3-24

Assisted with fire inspections, volunteer drills, volunteer meetings, volunteer cone courses, & road courses. Task book sign-offs, assisted in the office and around the station, as needed. I also participated in two safety inspections.

We have spent a lot of time planning the annual awards banquet. I have had a lot of help from the paid and volunteer members to get things aligned. I believe there have been a few more moving parts than normal.

I have been fighting the computer as usual, but still learning a lot.

I have been gathering a lot of information for the Volunteer Handbook.

We have also done a few station tours. The kids seem to always enjoy them.

## April 2024 – Finance Report

### Revenue Highlights

- \$61,251 in EMS receipts
- \$55,782 in property tax revenue
- \$20,863 in interest revenue across all funds

### Expenditure Highlights:

- \$24,769 in Maintenance on Equipment fees (\$19,332 for Pierce Pumper annual)
- \$17,478 for CCO GEMT leverage & admin fees
- \$8,557 for credit card expenses
- \$5,434 for Administration expenses

We are 75% of the way through the 23-24 FY. Revenue slowed in March due to lower EMS receipts and the leverage payment to Oregon Health Authority which is paid out of GEMT revenue. We expect the second large GEMT payment before the end of the fiscal year, which should put GEMT revenue at 100% of budget.

March is the month when we receive a larger than normal amount of property tax revenue. This is because those who pay property taxes in three allotments paid their second of three in February. This revenue is then turned over to the District in March. The last large turnover will be in June. If collection rates are the same as the last 3 years, we can expect approximately \$85,000 more in tax revenue.

The Maintenance on Equipment budget took a blow with the \$19,332 charge to True North for the annual maintenance on the engine. We expect this line item will exceed the budget because the water tender is now in for repairs and fuel prices are on the rise.

The entire Materials & Services budget is only slightly overspent at this point in the year. The goal is to stay within a spending average of less than \$75,980 per month for the next three months which keeps us within budget. As we have for the last few months, we continue to keep tabs on all spending, but especially in Materials & Services.

**BUDGET:** Work continues on solidifying the budget numbers. Insurance costs have risen in every sector for the coming year. Our overall insurance package increased 15-18%. You can expect to receive your FY24-25 Workbook and Proposed Budget by April 30<sup>th</sup>.

**Best Practices Survey:** Target Solutions does not have the Public Meeting Law class available to assign to you for completion of the Best Practices Survey. When it is available, it will be assigned to you and I'll notify you so you can complete the class. We have until November 1, 2024.

Submitted by Maria Heath

# OLD BUSINESS

Costing Estimates  
For the Station Renovation  
Annex Budling  
And Training Facility

will be sent separately.

The costing will not be completed  
till April 10th 2024

The estimates will be added to the  
online packet, sent to the board and  
printed out for the board meeting as  
soon as they are available

The updated 5-year strategic plan has  
been added to the packet as part of the  
Bond discussion



# SCAPPOOSE FIRE



## FIVE YEAR STRATEGIC PLAN

2021-2026



## MISSION

We are dedicated to the preservation and protection of life and property of our community through education, fire prevention, emergency services and disaster preparedness

## VISION

- ~Leader in Firefighting/EMS innovation, committed to professional development of our members
- ~Organization held in high esteem by our community and peers
- ~Prepared to meet the needs of our community in a proactive manner
- ~Foster a safe working environment

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# GOAL 1 STABILIZE THE BUDGET

- ✓ Identify all revenue streams and adequately forecast fiscal year
- ✓ Itemize all rolling stock and start to save for future replacements
- ✓ Do not overestimate tax collections and ambulance revenue
- ✓ Budget no more than 90% of forecasted tax revenue to build in savings for capitol replacement
- Shore up grant project line items to better reflect income and expenses

- ✓ Retain Forensic accountant to verify payroll practices
- ✓ Implement purchase order system with access for all employees
- ✓ Upgrade accounting software from single user license on one computer to provide more oversight
- ✓ Institute more internal financial controls for checks and balances



# GOAL 2 APPARATUS REPLACEMENT

- ✓ Standardize apparatus to simplify maintenance and parts retention
- ✓ Consider reducing or eliminating fleet vehicles to reduce costs
- ✓ Continue to write grants to cover the costs of apparatus replacement
- ✓ Increase staff internally for vehicle maintenance to reduce outside maintenance costs



- ✓ Establish equipment replacement schedule for 26 vehicle fleet
- Replace vehicles that are over 20 years old (half of the fleet)
- ✓ Establish apparatus standards for rural response and urban response
- ✓ Start REMS platform
- ✓ Transition ambulance cab and chassis to the 4x4 pick up standard
- Continue to look for ways to replace the “Truck” at no cost to homeowners



# GOAL 3

## RE-ESTABLISH VOLUNTEER PROGRAM

- ✓ Initiate recruitment initiatives: Length Of Service Award Program, and Supplemental health insurance
- ✓ Volunteer Health Screening for new and returning members
- Mentor Program
- Volunteer Handbook
- ✓ Volunteer involvement with more external training opportunities for out of district training

- ✓ Obtain Staffing For Adequate Firefighting Emergency Response (SAFER) grant to hire a Member Outreach coordinator
- ✓ Fill Member Outreach position to assist with a dedicated coordinator volunteer academies, training and needs of volunteer members
- ✓ Provide multiple onboarding options for new volunteers

# GOAL 4 STATION RENOVATION AND ANNEX BUILDING



- ✓ Retain an architect to begin a study for station renovation or replacement
- ✓ Form a committee to determine design elements of a renovation to meet with current and applicable OSHA, ADA and privacy needs of female staff
- ✓ Start the process of working with the city planning department to better understand the city planning and zoning requirements

- Board to determine if a bond request is feasible and needed to complete a station renovation and add an annex building (Need to eliminate conex storage containers)
- ✓ Determine what type of training structure is needed to maintain current and future fire and rescue certifications
- ✓ Determine cost of a renovation and annex building



# GOAL 5 COMMUNITY INVOLVEMENT



- ✓ Start company inspection program to inspect Businesses and Mercantiles in the community
- ✓ Complete Pre Fire Plans on local businesses and target hazards. This will help to reduce the community Insurance Services Organization rating, which will lead to lower insurance costs
- ✓ Conduct wildfire assessment inspections in the urban interface

- ✓ Create a presence at the Scappoose High School
- ✓ Get involved in job fairs and partner with PCC and OMIC
- ✓ Continue the pancake breakfast to continue building up the educational scholarship fund
- ✓ Work with other partners to reduce hazardous fuels



# GOAL 6 INCREASE STAFFING

- ✓ Immediately provide staffing for two (2) ambulances 24/7
- ✓ Increase from minimum staffing from 3 to 4 by 2022
- ✓ Continue to provide peak staffing of ambulance between 8AM and 8PM
- ✓ Continue to pursue staffing grants as they become available to supplement what the community is already paying for
- ⦿ Restart the college intern program

- ✓ Continue to promote the five (5) year level and the importance of renewal to sustain services
- ⦿ Try to figure out a way to increase minimum staffing from 4 to 5 by 2026. This would allow for a six (6) person shift which is needed to cover the overlapping calls.
- ⦿ Work towards establishing a permanent tat rate to move away from five (5) year level renewals





# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Fire Chief Pricher

SUBJECT: LOSAP Re-Distribution of Funds

DATE: April 8<sup>th</sup> 2024

**Requested Action:** Authorize staff to re-distribute \$11,215.51 to four former volunteers who were denied LOSAP benefits due to a technicality.

**Critical date for action:** This should be completed in the next 30 days. Staff feels that the re-distribution of funds should occur well before the end of this fiscal year. The longer the delay, the greater challenge for closing out the books this year.

## **Purpose:**

Not too long ago as a result of periodic review of the LOSAP program, \$11,215.51 were returned to the district as a result of the retirement of four of our volunteers. All of these volunteers had over five years of service (which is required for vesting), but we're denied their LOSAP benefits due to a technicality of during the establishment of the LOSAP program. Due to the limited funds available at the time, when the program was initially created, a sliding scale was used to back credit volunteers. In essence, a sliding scale was created to prevent a lopsided distribution for the volunteers who had several years of service. This was done to stabilize the initial first year distributions. Unfortunately, due to life changes of the four volunteers in consideration, this sliding scale negatively affected them when they had to retire. Based upon the good health of the fund now, and upon receiving the redistributed funds, staff feels that the board should consider a distribution to our long-time volunteers who retired with no benefits.

## **Impact:**

At this time, the impact of the redistribution of funds to the four volunteers in question would have no impact on the current LOSAP fund balance. Furthermore, the positive impact of distributing what the volunteers should have received would speak volumes to the character of the district with respect to our commitment to recruitment, retention and the spirit of the district always trying to do the right thing. The four volunteers in questions are B. Cox @ \$2,573.65, C. Cox @ \$3,125.72, J. Davis @ \$2,758.07 and M. Gift @ \$2,758.07.

**Availability of funding:**

The \$11,215.51 will have little impact on the current LOSAP balance and future distributions. The reason for the little impact is that the funds have not been credited back to the LOSAP account just yet.

**Coordination:**

This project to be coordinated by finance and the Chief.

**Contact person(s):**

Jeff Pricher

Maria Heath

**Attachments:** None

**Recommendations:**

1. Allow staff to start redistribute the funds.
2. Take no action.
3. Table this for another month.

**Conclusion:**

Well, it has taken a while to get to the bottom of this particular situation, recommendation number one would be the best action to take. This would allow us to move forward with providing this incredible benefit to the hard-working volunteers, who in some cases could really use the benefits from this LOSAP program. In this fiscal climate, every dollar helps. For these volunteers, who asked for nothing and gave as much as they did to the community, this is the best way that the community can say thank you for all of their efforts.

c file  
r.f.

# MISCELLANEOUS

# NEW BUSINESS

## Budget Committee

Megan Greisen <megangreisen@

Mon 4/8/2024 09:31

To: Jeff Pricher - SRFD; Maria Heath - SRFD

Chief Pricher,

It is my understating that the Scappoose Fire District is seeking to fill a vacancy on its budget committee. Having served on the Scappoose City Council for almost two terms, I feel I have the skill set to assist. I have recently moved beyond the city limit line, but

remain within the District and feel I have the capacity to join the team. Please consider and let me know if a formal application is needed.

Take care,

Megan Greisen

# COMMUNICATIONS

# COLUMBIA COUNTY

## Board of Commissioners Office

### Commissioners

Margaret Magruder  
Kellie Jo Smith  
Casey Garrett

### Administration

Jacyn Normine  
Kathy Goddington

### Communications

Mark Pacheco



ST. HELENS, OR 97051

230 Strand St., Room 338  
Direct (503) 397-4322  
Fax (503) 366-7243  
columbiacountyor.gov

March 13, 2024

Dear Jeff,

The Board of Commissioners are please to advise you that you have been appointed to the Columbia County Homeland Security and Emergency Management Advisory Commission (HSEMC), seat #2, representing Fire/EMS. This Commission provides general oversight of the County's Homeland Security and Emergency Management programs and provide recommendations and advice to the Board of County Commissioners. This term shall expire on December 31, 2025.

It is a pleasure for us to make this appointment, however, should you decide not to accept the position, please contact the Board of Commissioners office at (503) 397-4322 as soon as possible. For additional information regarding this committee, please contact Corey Padron at 503-366-3934 or by email at [corey.padron@columbiacountyor.gov](mailto:corey.padron@columbiacountyor.gov)

We look forward to your active participation as a member to this committee.

Sincerely,

A handwritten signature in black ink, appearing to read "Casey Garrett".

Casey Garrett,  
Chair

CC: Corey Padron

Enclosed: Oregon Government Ethics Law Guide