

Scappoose Rural Fire District  
Scappoose, Oregon  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING AGENDA

7 p.m. Thursday December 10<sup>th</sup>, 2020

Members of the public may attend the open portion of the meeting by electronic means. The access information is posted under About Us/Board of Directors on the District website

@ [www.srfd.us](http://www.srfd.us).

Please note: Members of the Board of Directors will attend the meeting in person at the Scappoose Fire District Main Station in the Training Room. Total in-person attendance is limited due to social distancing rules and masks must be worn. Public comment will be taken. All online attendees should mute their mics when not called on for comment.

Call to Order & Flag Salute

Public Comment

SRFD Consent Agenda

- ☐ Minutes for 11.12.20 Regular Meeting
- ☐ 11.2020 Expense Account Activity (payments totaling \$480,202.70)
- ☐ 11.30.20 Budget Vs Actual

Staff Reports

Old Business

- ☐ Committee Reports
- ☐ Fire Chief Contract
- ☐ Miscellaneous

New Business:

- ☐ New Board Member
- ☐ Purchase Proposal (FIT Testing Machine \$17,000)
- ☐ Purchase Proposal (Ambulance Cot Power Loaders \$103,000)

Public Comment

Executive Session: Pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Good of the Order

Adjourn

# **PREVIOUS MEETING MINUTES**

## Scappoose Rural Fire District

### BOARD OF DIRECTORS REGULAR MEETING

Board Members and Required Staff met in-person at

Scappoose Fire District Main Station

Also held electronically via GoToMeeting and telephone call-in number

Thursday, November 12, 2020

After due and legal notice, President Sorenson called to order the Regular Board meeting of the Scappoose Rural Fire District at 7:00 p.m. and led the flag salute.

The following Directors were in attendance: D. Sorenson, A. Kriek, M. Gift, and D. Graham and R. Cairns.

Others in attendance: Chief Pricher, Chief Marks, S. Booth, M. Heath, FF Booth, Lt. Nielson, FF Dubois, FF Ahlers, Paramedic Quinn, EMT Sills

Attending electronically: Jim Pulito, DC Greenup.

#### **Public Comment: None**

**SRFD Consent Agenda:** Mr. Graham moved to accept the consent agenda. Mr. Kriek seconded. Mr. Kriek requested a copy of the Check Detail report while signing checks. The current Check Detail report was retrieved. Mr. Sorenson asked about the maintenance budget #750. Chief Pricher reported that account #750 is closer to 50% after the 11/12/20 check run due to a number of invoices recently received for maintenance project completed over the last four months. Mr. Kriek asked about a check in the 11/12/20 check run, specifically the UTV Rental of \$22, 500. Chief Pricher explained the expenses and amount of revenue gained through the REMS Team deployment. Mr. Sorenson asked about the turn-around time for payment from the federal government for that conflagration. Chief Pricher said this payment is expected within the next two or three weeks.

Motion to approve the consent agenda carried unanimously.

#### **Staff Reports:**

- Fire Chief's Report- Chief Pricher explained the timeline for the CARES ACT submission and lobby upgrades, iPad purchases, and laptops. Director Sorenson expressed gratitude for resolution of MOUs with Local 1660. Director Kriek asked about the Tall Timber Buildings referenced in the Chief's report.
- Fire Marshal's Report - Mr. Sorenson asked if the Fire Marshal position at CRFR had been filled. Chief Pricher explained his understanding of the current position at CRFR.
- Operations Report - Mr. Sorenson asked about the current status of rolling stock, and specifically the new squad/brush rig. Lt. Nielson explained that it is slowly being put into service and best uses continue to be discussed among the officers. Division Chief

of Operations hiring process continues the week of Nov. 16 with letters going to qualified applicants.

- **Training Report** - New academy begins the second week of January. SRFD is working with Sauvie Island to develop the 2020 fire academy. There will be approximately 12 recruits between the two agencies.

Mr. Kriek may know a person who is able to help with the EMR portion of the academy, if needed.

- **Finance Report** - The Board reviewed ambulance transports and revenue through October.

#### **Old Business:**

##### **Committee Reports:**

- **Management Team** met prior to the Board Meeting.
- **Long Range Planning** did not meet.
- **Awards/Incentives** did not meet.

**Lexipol – Adoption of Sections 1-4:** DC Greenup explained that two policies were split between SRFD and CRFR. Policy 200 that lists the structure of the administration is the only one that has changed with any significance. Mr. Sorenson asked about specific chapters and DC Greenup explained which chapters were included and which the Board had already reviewed. DC Greenup thinks he had made all the edits necessary for the Board to move forward with adoption of Sections 1-4 and Sections 5-13 which required no edits. Chief Pricher summarized the “Chief’s Toolbox” to the Board.

Mr. Graham moved to approve Sections 1-4 of Lexipol. Mr. Cairns seconded.

The motion to approve Sections 1-4 of Lexipol passed unanimously.

Mr. Kriek moved to approve Sections 5-13 of Lexipol. Mr. Cairns seconded.

The motion to approve Sections 5-13 passed unanimously.

**Fire Chief Contract:** The Board will discuss the Fire Chief’s contract in Executive Session. Any decisions regarding the Chief’s contract will be made during the December Regular Board Meeting.

**VISA Credit Card relationship:** S Booth explained the communications that took place with InRoads CU regarding the credit card situation. Chief Pricher explained that little movement took place on the changes SRFD needs with regard to ease-of-use and availability of credit. Therefore, the Board will need to discuss and deliberate any changes the District needs to make regarding credit card needs. After discussion, the Board directed Chief Pricher to look for other credit card options.

**Miscellaneous:** Nothing to report

#### **New Business:**

**Uniform order and photo schedule for Board Members:** Chief Pricher suggested the Board members have uniform shirts to wear with the SRFD logo. New board member photos and future public events necessitate a uniform presence.

**Miscellaneous:** Mr. Cairns said that December 2020 will be his last Board meeting. He is retiring to Colorado. Staff is directed to post the open Board position the week of November 16, 2020. The announcement will request letters of interest due to the Board by December 10, 2020 at 4:00 p.m. The Board will review submissions and virtually interview respondents during the December Regular Board meeting.

**ThePublicInformationApp.com:** SRFD has the opportunity to partner with the City of Scappoose to utilize this public information service. The City has agreed to share the platform and split the cost of this app for 1/3 the startup costs. The cost to SRFD is \$2,500/year for the first year and \$1,500/year for each successive year.

**Public Comment:** Correspondence from Janine Salisbury. The Board wished her well.

The Board adjourned to Executive Session at 8:25 p.m.

**Executive Session: Pursuant to ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.**

The Board returned from Executive Session at 9:42 pm  
The Board resumed regular session at 9:43 pm

**Good of the Order:** Nothing

**Adjourn:** Meeting adjourned at 9:44 p.m.

# **EXPENSE ACCOUNT ACTIVITY**

Scappoose Rural Fire District  
Itemized Account Activity  
November 2020

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
11/12/2020	Special Districts In...	Nov health benefits	23,799.25
11/12/2020	Standard Insurance	Life & LTD Insurance	1,331.61
11/12/2020		Salisbury Nov. insurance reimbu...	-758.03
11/17/2020	Benefit Help Soluti...	Flex Savings reimb	75.00
11/24/2020	HRA VEBA Trust	District contributions	7,591.64
11/30/2020	Paychex Payroll	Flex spend health ins cashout	13,104.46
11/30/2020	Paychex - tax	ER Work Benefit	60.60
Total 550 Insurance			45,204.53
560 Personnel Salaries			
11/12/2020	Standard Insurance	STD staff PR deductions	556.89
11/12/2020	Inroads Credit Union	Staff food fund--Oct PR deductio...	700.00
11/12/2020	Tualatin Valley Fire...	Nov 2020 Union Dues	1,898.02
11/12/2020	Principal Financial ...	Life Ins policy 4807353 - Nielson	205.21
11/13/2020	P.E.R.S.	Employee 6% IAP plus unit contr...	14,862.21
11/24/2020	Heath, Maria	reimburse petty cash	178.94
11/24/2020	Voya-State of Oreg...	Oregon Savings & Growth Plan ...	12,333.28
11/24/2020	HRA VEBA Trust	Employee PEHP contributions	1,999.00
11/25/2020	American Heritage ...	Case # 84457 PR Deduc: R And...	217.44
11/30/2020	Paychex Payroll	Deferred comp	3,749.00
11/30/2020	Paychex Payroll	FLSA Overtime	2,261.24
11/30/2020	Paychex Payroll	FF incentives	1,885.56
11/30/2020	Paychex Payroll	Longevity	1,077.38
11/30/2020	Paychex Payroll	Phone Pay	100.00
11/30/2020	Paychex Payroll	Shift differential	75.84
11/30/2020	Paychex Payroll	Overtime	42,280.07
11/30/2020	Paychex Payroll	Balance of net pay	52,322.54
11/30/2020	Department of Just...	PR deduction	805.00
11/30/2020	Paychex - tax	Employee taxes withheld	51,751.94
Total 560 Personnel Salaries			189,259.56
570 SocSec/Medicare(FICA)			
11/30/2020	Paychex - tax	Emplr FICA	15,619.31
Total 570 SocSec/Medicare(FICA)			15,619.31
580 Volunteer Services			
11/12/2020	A+ Engraving, LLC	nameplates for Cairns, Gift	17.50
11/12/2020	A+ Engraving, LLC	Passports for Melling	9.60

Scappoose Rural Fire District  
Itemized Account Activity  
November 2020

Date	Source Name	Memo	Paid Amount
11/12/2020	Greenup, Cade	reimb cell phone	34.00
Total 580 Volunteer Services			61.10
590 Personnel Benefits			
11/12/2020	Oregon Occupatio...	physical-Grant Carpenter	150.00
11/13/2020	P.E.R.S.	Employer PERS	62,090.14
Total 590 Personnel Benefits			62,240.14
Total 1.1 GENERAL FUND PERSONNEL SVCS			312,384.64
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
11/12/2020	All Hazards Rescue	UTV and trailer rental REMS team	22,800.00
Total 670 Contract Services			22,800.00
720 Public Fire Services			
11/25/2020	International Code ...	Bldg Safety prof membership	115.00
Total 720 Public Fire Services			115.00
750 Maintenance on Equipment			
11/12/2020	Fast Lube and Oil	AP 3207-oil change w/ fuel filter	47.95
11/12/2020	Pro Automotive & ...	AP3305 A/C system, belt tension...	3,769.25
11/12/2020	Sunset Auto Parts	digital gauge	72.97
11/12/2020	Superior Tire Service	4 tires(Veh # )	998.40
11/12/2020	True North Emerge...	Pierce engine repairs	3,265.03
11/12/2020	Wilcox & Flegel	191 gals diesel	300.21
11/12/2020	Levin, Garth	reimb REMS GIRO	43.39
11/12/2020	Pro Automotive & ...	AP 3305 oil/filter change, wheel ...	135.00
11/12/2020	Pro Automotive & ...	Mount and balance tires on AP 3...	150.00
11/12/2020	Pro Automotive & ...	Transmission rebuild on 1999 F5...	4,850.00
11/12/2020	Pro Automotive & ...	Maintenance on AP 3306	593.37
11/12/2020	Pro Automotive & ...	Maintenance on 96-266	1,022.24
11/12/2020	Sunset Auto Parts	Spade Terminals	8.90
11/17/2020	All American Truck...	Canopy window replacement	300.00
11/24/2020	Safeguard Fire Exti...	service 6 fire extinguishers 65 L...	281.45
11/24/2020	Sunset Auto Parts	U bolt and BLSTR PK Miniatures	18.38
11/24/2020	Wilcox & Flegel	686.7 gals diesel	1,250.51
11/24/2020	Wilcox & Flegel	Fuel	315.18
11/24/2020	Wilcox & Flegel	Fuel	1,467.98
11/25/2020	Northwest Pump & ...	Card for Fuel	172.40
Total 750 Maintenance on Equipment			19,062.61



12/04/20

Cash Basis

# Scappoose Rural Fire District Itemized Account Activity

November 2020

Date	Source Name	Memo	Paid Amount
760 Administration			
11/02/2020		LGIP transfer fee	0.10
11/03/2020	Elavon Visa Proce...	Sept Visa processing fees	24.95
11/12/2020	Pamplin Media - S...	2/28/20 Reg. Board Mtg	26.69
11/12/2020	Pacific Office Auto...	monthly copy kit	43.56
11/12/2020	Chronicle	1 yr subscription (12/19-11/20)	60.00
11/12/2020	Pamplin Media - S...	3/27/20 Notice of Board Vacancy	17.92
11/12/2020	Pamplin Media - S...	5/6/20 Reg Board Mtg.	64.32
11/12/2020	Pamplin Media - S...	Budget Committee Mtg. notice	63.96
11/12/2020	Pamplin Media - S...	Notice of budget hearing	116.10
11/12/2020	Amazon	Kleenex paper towels	79.99
11/17/2020		Service Charge	15.95
11/18/2020	Scappoose Bagel	Board SWOT meeting	74.50
11/23/2020	Fultano's Pizza	Nat'l First Responder Day 10/28/...	120.34
11/23/2020	Bamford Bakery	Janine Salisbury's farewell	50.00
11/23/2020	Fred Meyer	Janine Salibury gift	104.69
11/24/2020	Grove Mueller & S...	interim billing for annual audit	3,400.00
11/30/2020	Paychex Invoice	2020 PR svcs - nov	179.80
Total 760 Administration			4,442.87
765 Information Technology			
11/02/2020	Amazon	Computer hardware	223.02
11/02/2020	JAMF Software, LLC	monthly subscription replaces Ai...	28.00
11/03/2020	Amazon	Crucial 16gb	59.99
11/03/2020	Amazon	internal SSD	74.99
11/04/2020	Amazon	Computer hardware	134.98
11/12/2020	Centerlogic, Inc.	Nov. monthly billing	607.00
11/12/2020	EMS Technology S...	license fees	270.00
11/12/2020	Verizon Wireless	Acct# 672550930-00001	10.02
11/12/2020	TriTech Emergenc...	9/15-10/14/20 Tri-Tech billing pr...	250.00
11/12/2020	Comcast	Acct#8778 10 202 0633936	243.35
11/12/2020	Verizon Wireless	Acct# 342023411-00001	583.32
11/12/2020	Centerlogic, Inc.	3.5 hours work with Lt. Anderson...	402.50
11/12/2020	CenturyLink	Main station backup internet	60.00
11/12/2020	CenturyLink	Main station backup internet	70.00
11/23/2020	Apple iTunes	iCloud storage	2.99
11/23/2020	JAMF Software, LLC	monthly subscription replaces Ai...	28.00
11/24/2020	Apple Inc.	Keyboard with Track pad	356.00
11/24/2020	Apple Inc.	Shipping	21.00
11/24/2020	AT&T Mobility	FirstNet Acct# 287287321203	446.63
11/24/2020	Centerlogic, Inc.	1.5 hours with M. Heath	187.50
11/24/2020	CenturyLink	Chapman internet charge	69.95
11/24/2020	City of Portland	800 MHz access	147.81
11/24/2020	EMS Technology S...	IQ inventory and Asset manage...	270.00

12/04/20

Cash Basis

# Scappoose Rural Fire District Itemized Account Activity

November 2020

Date	Source Name	Memo	Paid Amount
11/24/2020	Intterra	Regional Egis Multi-agency sub. ...	1,459.79
11/24/2020	OCV	1/3 Shared Cost for Public info S...	2,500.00
11/24/2020	Amazon	Computer hardware	29.49
11/24/2020	Amazon	SSD mounting Bracket	11.02
11/24/2020	Amazon	internal SSD x 4	182.36
11/24/2020	Amazon	Crucial 8gb x4	167.16
Total 765 Information Technology			8,896.87
770 Operating Materials/Suppli			
11/23/2020	Fred Meyer	Covid Supplies	361.16
Total 770 Operating Materials/Suppli			361.16
780 Building & Grounds Maint.			
11/12/2020	Paramount Pest C...	Chapman Station pest control	110.00
11/12/2020	AER Fitness Repair	CT800 Treadmill - \$2500 OFCA ...	3,000.00
11/12/2020	Amazon	Kitchen brush, Cottonelle, Scoth-...	67.64
11/15/2020	TLC Towing	Tow ambulance	236.00
11/24/2020	Ace Hardware - Sc...	Batteries AAA	6.59
11/24/2020	Complete Carpet S...	upstairs, downstairs & rugs	625.00
11/24/2020	Ace Hardware - Sc...	hanging strips and velcro	13.58
Total 780 Building & Grounds Maint.			4,058.81
790 Training			
11/12/2020	Jones & Bartlett Le...	8 training manuals - for station li...	710.28
11/12/2020	Schoof, Megan E	S-359 Medical Unit Leader Traini...	350.00
11/12/2020	Schoof, Megan E	Super 8 Motel Upland, CA	200.00
11/22/2020	Amazon	American Spartan	11.39
11/23/2020	Jones & Bartlett Le...	Station Library	710.28
11/23/2020	American Heart As...	BLS provider e-book	14.00
11/24/2020	Municipal Emergen...	46 Premier membership	4,094.00
11/24/2020	Municipal Emergen...	5 Learning management	245.00
11/24/2020	Municipal Emergen...	1 Annual Maintenance fee	395.00
11/24/2020	Extra Packaging LLC	Heavy Duty cold water soluble b...	336.55
Total 790 Training			7,066.50
810 Utilities			
11/12/2020	Graybar Financial ...	VOIP phone rental	299.25
11/12/2020	P.G.E.	electricity for Holbrook station	36.56
11/12/2020	Comcast	Acct#8778 10 202 0162514	30.85
11/12/2020	Waste Manageme...	monthly Garbage/Recycling	127.45
11/12/2020	N.W. Natural Gas	Acct 447881-4	100.66
11/12/2020	W.O.E.C.	Chapman electricity	145.99

12/04/20

Cash Basis

# Scappoose Rural Fire District Itemized Account Activity

November 2020

Date	Source Name	Memo	Paid Amount
11/24/2020	CenturyLink	Main station fax & Chapman pho...	116.87
11/24/2020	CRPUD	boathouse electricity	79.26
11/24/2020	CRPUD	main station electricity	771.25
Total 810 Utilities			1,708.14
870 EMS Operations			
11/09/2020	Amazon	ACLS provider manual	37.94
11/09/2020	Amazon	Basic life support x2	31.98
11/09/2020	Amazon	Pediatric ALS	59.80
11/12/2020	Bound Tree Corp.	Magnesium sulfate	161.80
11/12/2020	Environmental Co...	2 biohazard containers	70.00
11/12/2020	Life-Assist, Inc.	medical supplies	33.64
11/12/2020	Stryker Sales Corp.	SMRT battery pack	495.88
11/12/2020	Life-Assist, Inc.	medical supplies	15.84
11/12/2020	Stryker Sales Corp.	6 Lucas batteries	3,171.00
11/12/2020	TriZetto Provider S...	EMS billing fee	106.10
11/12/2020	Airgas - USA, LLC	cylinder rental	255.21
11/12/2020	Airgas - USA, LLC	medical oxygen	147.66
11/12/2020	Life-Assist, Inc.	medical supplies	2,196.62
11/12/2020	Life-Assist, Inc.	medical supplies	12.50
11/12/2020	Sasek, Dean MD	Physician Advisor	691.67
11/18/2020	Starks Vacuums	Face Masks -X 100	850.00
11/23/2020	Starks Vacuums	Face Masks - 4	51.80
11/23/2020	Amazon	2 adult masks	38.98
11/23/2020	Amazon	2 adult mask packs	28.98
11/23/2020	Amazon	2 ACLS provider manuals	37.94
11/23/2020	Amazon	2 BLS provider manuals	31.98
11/23/2020	Amazon	2 pediatric ALS manuals	59.80
11/24/2020	Airgas - USA, LLC	medical oxygen	161.10
11/24/2020	Life-Assist, Inc.	medical supplies	3.96
11/24/2020	Stryker Sales Corp.	6 Lucas batteries	9,198.75
11/24/2020	Systems Design	EMS billing for October	1,714.90
11/24/2020	Teleflex	EZ-10 Power Driver	609.54
11/24/2020	Teleflex	EZ - Stabilizer (Box of 5)	50.96
11/24/2020	Airgas - USA, LLC	Medical oxygen	221.02
11/24/2020	Airgas - USA, LLC	Medical oxygen	147.66
11/25/2020	Amazon	Fingertip Pulse Oximeter	34.99
Total 870 EMS Operations			20,730.00
Total 1.2 GENERAL FUND MATERIAL & SVC			89,241.96
1.4 GENERAL FUND DEBT			
930 Debt			

1:00 PM  
12/04/20  
Cash Basis

Scappoose Rural Fire District  
Itemized Account Activity  
November 2020

Date	Source Name	Memo	Paid Amount
11/24/2020	BCI Capital	1 of 4 engine payment	61,578.06
Total 930 Debt			61,578.06
Total 1.4 GENERAL FUND DEBT			61,578.06
Total 1...			463,204.66
Total 1..GENERAL FUND EXPENDITURES			463,204.66
4. PERSONNEL SVC FUND EXPENSE			
Liability & Service			
11/30/2020	Paychex Payroll	Vacation Payout	6,657.00
Total Liability & Service			6,657.00
Total 4. PERSONNEL SVC FUND EXPENSE			6,657.00
TOTAL			469,861.66

1:00 PM

12/04/20

Cash Basis

# Scappoose Rural Fire District Itemized Account Activity

November 2020

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Filters applied on this Report:

Account: Expense and other expense accounts

Date: Custom

# **BUDGET VS ACTUAL**

12/04/20  
Cash Basis

Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July through November 2020

	Jul - Nov 20	Budget	\$ Over Bud...	% of ...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,950,733.78	1,876,467.00	74,266.78	104.0%
Conflagration	0.00	30,000.00	-30,000.00	0.0%
EMS Receipts	226,581.56	640,000.00	-413,418.44	35.4%
Fire Marshal	44,393.20	10,000.00	34,393.20	443.9%
FireMed	21,592.25	42,000.00	-20,407.75	51.4%
G.E.M.T. (Medicaid)	39,333.01	30,000.00	9,333.01	131.1%
Gas Royalties	19,575.86	5,000.00	14,575.86	391.5%
Grant Awards	4,264.20	1,000.00	3,264.20	426.4%
Interest Earned on Investments	5,462.36	1,000.00	4,462.36	546.2%
Intergovernmental	8,974.16	0.00	8,974.16	100.0%
Miscellaneous Revenue	2,046.80	20,000.00	-17,953.20	10.2%
Property Taxes				
Taxes - Current				
Local Option Levy	1,469,422.86	1,578,911.00	-109,488.14	93.1%
Permanent Rate Levy	1,328,835.52	1,419,110.00	-90,274.48	93.6%
Total Taxes - Current	2,798,258.38	2,998,021.00	-199,762.62	93.3%
Taxes - Prior Years	88,504.52	105,000.00	-16,495.48	84.3%
Total Property Taxes	2,886,762.90	3,103,021.00	-216,258.10	93.0%
Total 1. GENERAL FUND REVENUES	5,209,720.08	5,758,488.00	-548,767.92	90.5%
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	2,553.90	0.00	2,553.90	100.0%
Grant Award	84,223.19	100,000.00	-15,776.81	84.2%
Total 2. GRANT FUND REVENUE	86,777.09	100,000.00	-13,222.91	86.8%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	298,224.82	298,278.00	-53.18	100.0%
Interest Earned on Investments	996.17	0.00	996.17	100.0%
Transfers In	0.00	97,122.00	-97,122.00	0.0%
Total 3. PROPERTY FUND REVENUES	299,220.99	395,400.00	-96,179.01	75.7%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	47,584.53	47,817.00	-232.47	99.5%
Interest Earned on Investments	180.07	0.00	180.07	100.0%
Transfers In	0.00	50,000.00	-50,000.00	0.0%
Total 4. PERSONNEL SVCS FUND REVEN	47,764.60	97,817.00	-50,052.40	48.8%
Total Income	5,643,482.76	6,351,705.00	-708,222.24	88.8%
Gross Profit	5,643,482.76	6,351,705.00	-708,222.24	88.8%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	282,049.62	658,155.00	-376,105.38	42.9%
560 Personnel Salaries	1,012,802.09	2,277,956.00	-1,265,153.91	44.5%
570 SocSec/Medicare (FICA)	82,130.76	178,978.00	-96,847.24	45.9%
580 Volunteer Services	455.93	20,000.00	-19,544.07	2.3%
590 Personnel Benefits	258,307.93	710,834.00	-452,526.07	36.3%
Total 1.1 GENERAL FUND PERSONNEL...	1,635,746.33	3,845,923.00	-2,210,176.67	42.5%
1.2 GENERAL FUND MATERIAL & SVC				

12/04/20  
Cash Basis

Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July through November 2020

	Jul - Nov 20	Budget	\$ Over Bud...	% of ...
670 Contract Services	76,191.47	45,000.00	31,191.47	169.3%
680 Communications Maintenance	4,013.64	15,000.00	-10,986.36	26.8%
720 Public Fire Services	934.00	14,800.00	-13,866.00	6.3%
730 Property & Liability Insur.	398.00	58,050.00	-57,652.00	0.7%
740 Uniforms	625.13	15,000.00	-14,374.87	4.2%
750 Maintenance on Equipment	53,798.22	110,000.00	-56,201.78	48.9%
760 Administration	21,984.18	56,500.00	-34,515.82	38.9%
765 Information Technology	32,543.56	95,000.00	-62,456.44	34.3%
770 Operating Materials/Suppli	2,363.40	5,000.00	-2,636.60	47.3%
775 Emerg. Operating Supplies	5,809.57	50,000.00	-44,190.43	11.6%
780 Building & Grounds Maint.	26,076.09	93,264.00	-67,187.91	28.0%
790 Training	8,531.49	55,000.00	-46,468.51	15.5%
810 Utilities	9,872.15	35,570.00	-25,697.85	27.8%
870 EMS Operations	60,615.32	155,000.00	-94,384.68	39.1%
880 FireMed	65.00	23,000.00	-22,935.00	0.3%
Total 1.2 GENERAL FUND MATERIAL &...	303,821.22	826,184.00	-522,362.78	36.8%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	0.00	25,000.00	-25,000.00	0.0%
Total 1.3 GENERAL FUND CAPITL OUT...	0.00	25,000.00	-25,000.00	0.0%
1.4 GENERAL FUND DEBT				
930 Debt	61,578.06	64,259.00	-2,680.94	95.8%
Total 1.4 GENERAL FUND DEBT	61,578.06	64,259.00	-2,680.94	95.8%
Total 1...	2,001,145.61	4,761,366.00	-2,760,220.39	42.0%
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	0.00	50,000.00	-50,000.00	0.0%
Transfers to Property Fund	0.00	97,122.00	-97,122.00	0.0%
Total 1.5 GENERAL FUND TRANSFER OUT	0.00	147,122.00	-147,122.00	0.0%
1.6 GENERAL FUND CONTINGENCY	0.00	200,000.00	-200,000.00	0.0%
1.7 GENERAL RESERVED FOR FUTURE	0.00	650,000.00	-650,000.00	0.0%
Total 1..GENERAL FUND EXPENDITURES	2,001,145.61	5,758,488.00	-3,757,342.39	34.8%
2. GRANT FUND EXPENSE				
2.3 MATERIALS & SERVICES	6,206.10	100,000.00	-93,793.90	6.2%
Total 2. GRANT FUND EXPENSE	6,206.10	100,000.00	-93,793.90	6.2%
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment	122,380.00	389,400.00	-267,020.00	31.4%
Miscellaneous Real Property	0.00	5,000.00	-5,000.00	0.0%
Reserved for Future Expenses	0.00	1,000.00	-1,000.00	0.0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	122,380.00	395,400.00	-273,020.00	31.0%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	16,380.45	96,817.00	-80,436.55	16.9%
Reserved for Future Expenses	0.00	1,000.00	-1,000.00	0.0%
Total 4. PERSONNEL SVC FUND EXPENSE	16,380.45	97,817.00	-81,436.55	16.7%
Total Expense	2,146,112.16	6,351,705.00	-4,205,592.84	33.8%
Net Income	3,497,370.60	0.00	3,497,370.60	100.0%



# **AMBULANCE BILLING & TRANSPORT REPORT**

## Scappoose

## ANNUAL COLLECTION STATISTICS

Company	Scappoose
Date Of Service	11/1/2019
Date Of Service	10/31/2020
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Nov 19	78	168,792.40	-49,719.00	29 %	-5,366.24	3 %	-103,987.57	62 %	-10,216.59	6 %	-497.00	0 %
Dec 19	91	197,649.00	-55,972.79	28 %	-2,031.63	1 %	-128,085.47	65 %	-4,777.40	2 %	6,781.71	3 %
Jan 20	83	179,080.80	-55,661.73	31 %	-4,770.19	3 %	-109,050.25	61 %	-7,791.05	4 %	1,807.58	1 %
Feb 20	63	136,112.00	-51,682.66	38 %	-5,566.94	4 %	-70,743.85	52 %	-3,269.46	2 %	4,849.09	4 %
Mar 20	67	145,725.60	-46,873.98	32 %	-4,104.71	3 %	-79,531.30	55 %	-3,010.96	2 %	12,204.65	8 %
Apr 20	66	143,396.80	-50,331.66	35 %	-1,242.23	1 %	-74,496.74	52 %	-7,929.17	6 %	9,397.00	7 %
May 20	52	113,966.80	-29,436.17	26 %	-5,554.95	5 %	-63,742.43	56 %	0.00	0 %	15,233.25	13 %
Jun 20	71	155,267.40	-48,945.99	32 %	-2,021.61	1 %	-80,403.80	52 %	-2,148.80	1 %	21,747.20	14 %
Jul 20	54	117,987.00	-33,259.10	28 %	-1,875.00	2 %	-58,932.03	50 %	0.00	0 %	23,920.87	20 %
Aug 20	60	133,167.80	-26,813.35	20 %	-1,820.86	1 %	-59,214.19	44 %	0.00	0 %	45,319.40	34 %
Sep 20	75	164,261.40	-36,350.79	22 %	-664.95	0 %	-73,950.03	45 %	0.00	0 %	53,295.63	32 %
Oct 20	76	168,189.80	-12,393.15	7 %	0.00	0 %	-37,200.31	22 %	0.00	0 %	118,596.34	71 %

836

1,823,596.80

-497,440.37

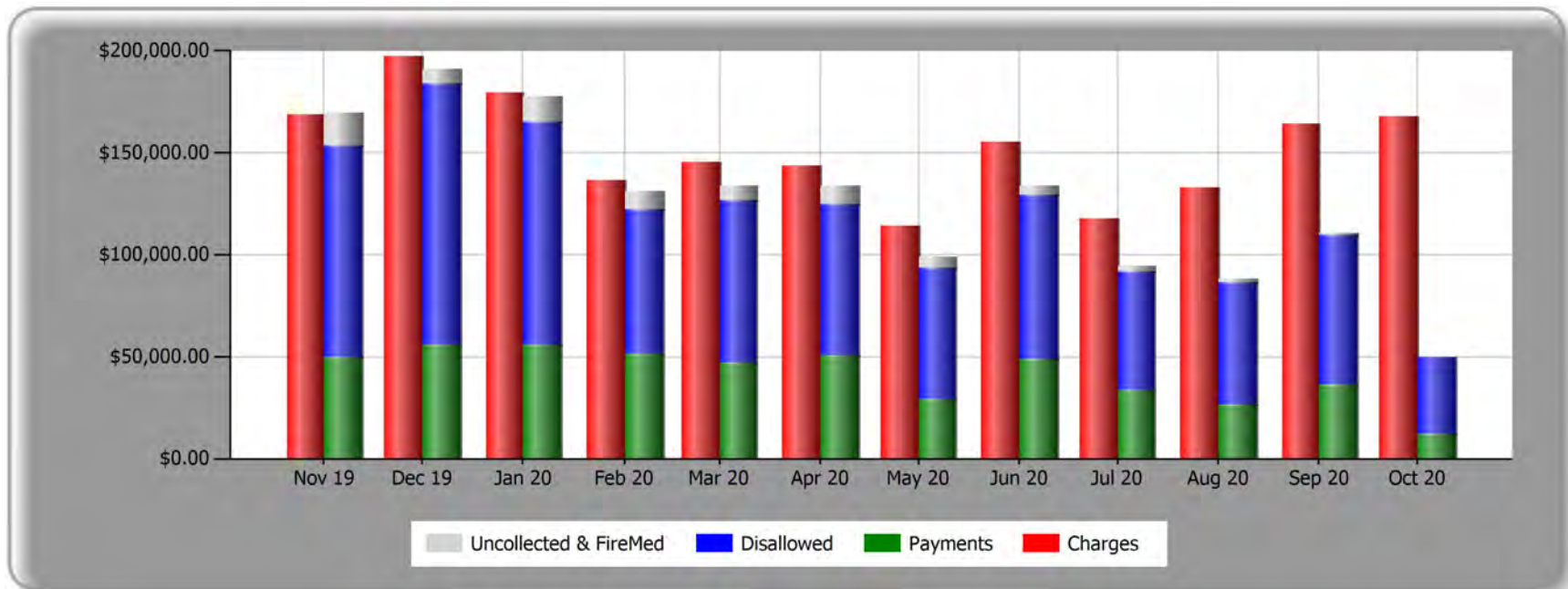
-35,019.31

-939,337.97

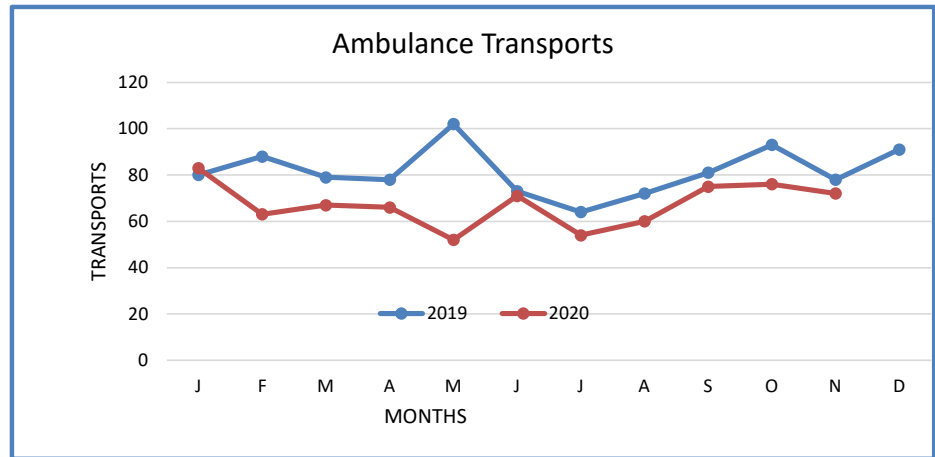
-39,143.43

312,655.72

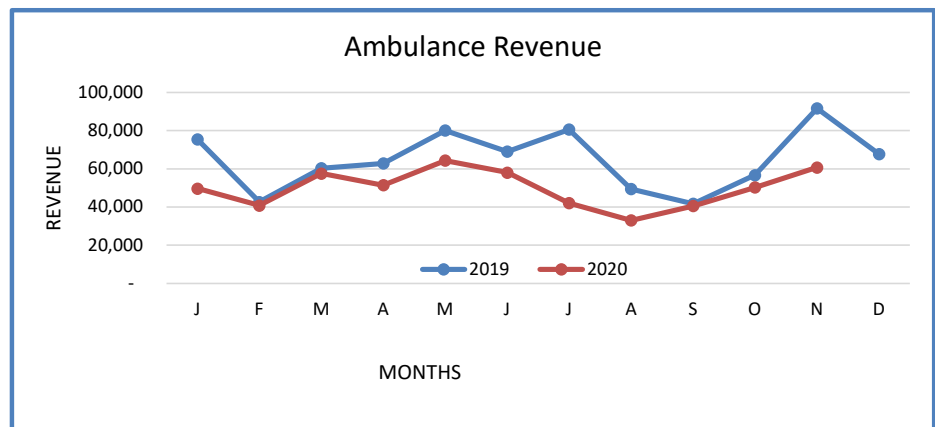
All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



	2019	2020
J	80	83
F	88	63
M	79	67
A	78	66
M	102	52
J	73	71
J	64	54
A	72	60
S	81	75
O	93	76
N	78	72
D	91	



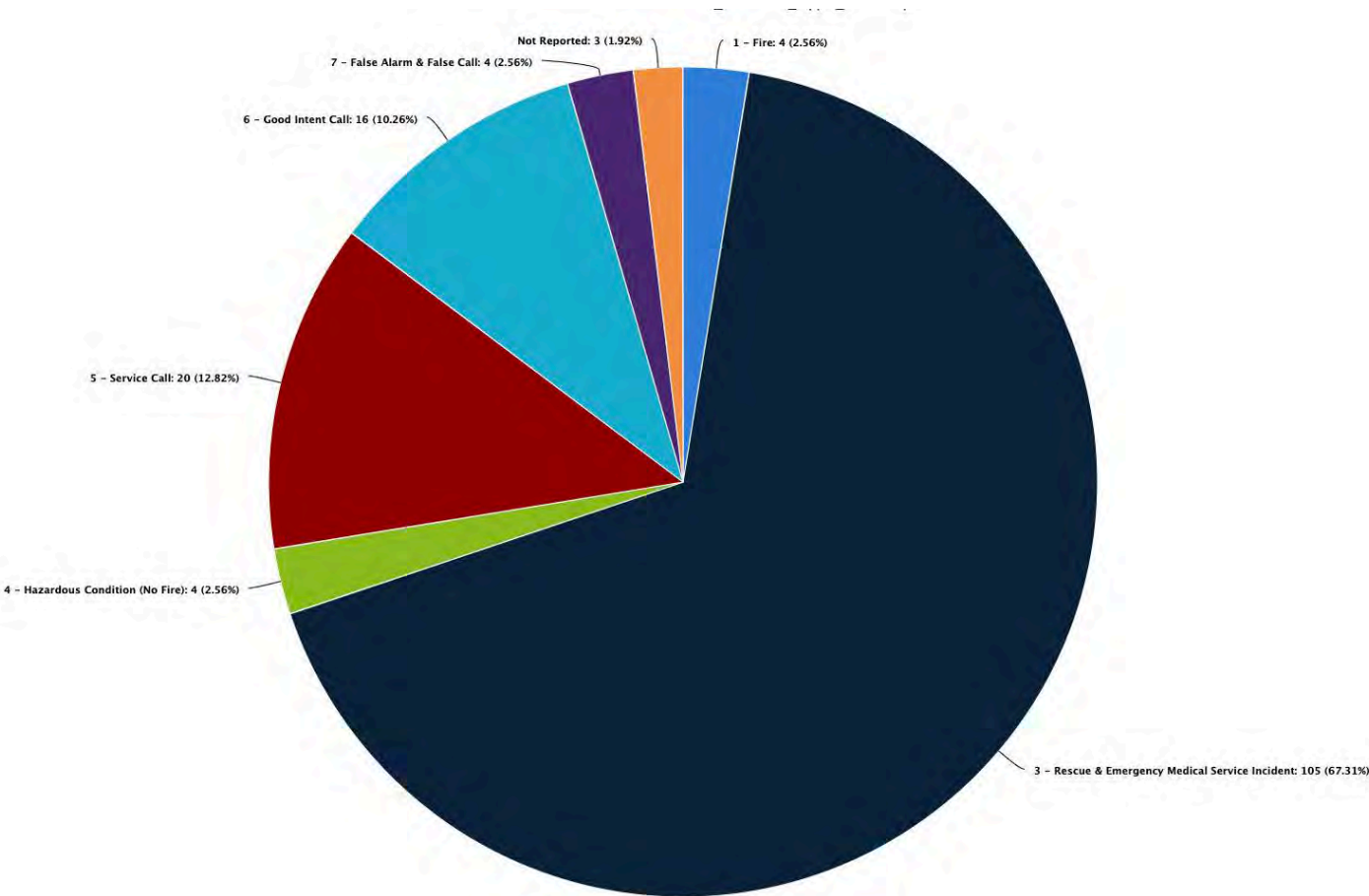
	2019	2020
J	75,406	49,639
F	42,641	40,764
M	60,274	57,548
A	62,786	51,391
M	80,009	64,340
J	69,047	58,014
J	80,583	42,023
A	49,376	33,007
S	41,784	40,574
O	56,713	50,250
N	91,565	60,727
D	67,635	



# **MONTHLY RESPONSE & ACTIVITY PREPORTS**

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	2	1.25%	5000.00	0.00	5000.00	39.68%
122 - Fire in motor home, camper, recreational vehicle	1	0.63%	6000.00	1000.00	7000.00	55.56%
131 - Passenger vehicle fire	1	0.63%	600.00	0.00	600.00	4.76%
<b>Total: 4</b>	<b>Total: 2.50%</b>	<b>Total: 11600.00</b>	<b>Total: 1000.00</b>	<b>Total: 12600.00</b>	<b>Total: 100.00%</b>	
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
321 - EMS call, excluding vehicle accident with injury	101	63.13%				
3211 - Walk-in	2	1.25%				
322 - Motor vehicle accident with injuries	2	1.25%				
324 - Motor vehicle accident with no injuries.	5	3.13%				
<b>Total: 110</b>	<b>Total: 68.75%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>	
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
444 - Power line down	4	2.50%				
<b>Total: 4</b>	<b>Total: 2.50%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>	
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
510 - Person in distress, other	1	0.63%				
553 - Public service	2	1.25%				
554 - Assist invalid	16	10.00%				
561 - Unauthorized burning	2	1.25%				
<b>Total: 21</b>	<b>Total: 13.13%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>	
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
600 - Good intent call, other	2	1.25%				
611 - Dispatched and cancelled en route	2	1.25%				
6111 - Dispatched and Cancelled prior to going En Route	1	0.63%				
6112 - Dispatched and cancelled en route, EMS Call	4	2.50%				
6113 - Dispatched and cancelled en route, EMS Alarm	1	0.63%				
622 - No incident found on arrival at dispatch address, Unable to Locate (UTL)	5	3.13%				
671 - HazMat release investigation w/no HazMat	1	0.63%				
<b>Total: 16</b>	<b>Total: 10.00%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>	
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
743 - Smoke detector activation, no fire - unintentional	5	3.13%				
<b>Total: 5</b>	<b>Total: 3.13%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>	
<b>Total: 160</b>	<b>Total: 100.00%</b>					

# NOVEMBER CALLS 2020



Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	1	0.59%				
114 - Chimney or flue fire, confined to chimney or flue	1	0.59%				
131 - Passenger vehicle fire	3	1.76%	6500.00	0.00	6500.00	100.00%
142 - Brush or brush-and-grass mixture fire	1	0.59%	0.00	0.00	0.00	0.00%
<b>Total: 6</b>		<b>Total: 3.53%</b>	<b>Total: 6500.00</b>	<b>Total: 0.00</b>	<b>Total: 6500.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 2 - Overpressure Rupture, Explosion, Overheat (No Fire)</b>						
244 - Dust explosion (no fire)	1	0.59%				
<b>Total: 1</b>		<b>Total: 0.59%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
321 - EMS call, excluding vehicle accident with injury	94	55.29%				
3211 - Walk-in	3	1.76%				
322 - Motor vehicle accident with injuries	3	1.76%				
324 - Motor vehicle accident with no injuries.	4	2.35%				
<b>Total: 104</b>		<b>Total: 61.18%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
444 - Power line down	1	0.59%				
460 - Accident, potential accident, other	1	0.59%				
<b>Total: 2</b>		<b>Total: 1.18%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
531 - Smoke or odor removal	1	0.59%				
551 - Assist police or other governmental agency	2	1.18%				
552 - Police matter	1	0.59%				
553 - Public service	1	0.59%				
554 - Assist invalid	16	9.41%				
561 - Unauthorized burning	9	5.29%				
<b>Total: 30</b>		<b>Total: 17.65%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
611 - Dispatched and cancelled en route	1	0.59%				
6111 - Dispatched and Cancelled prior to going En Route	3	1.76%				
6112 - Dispatched and cancelled en route, EMS Call	5	2.94%				
6114 - Dispatched and cancelled en route, Fire Call	2	1.18%				
6115 - Dispatched and cancelled en route, Fire Alarm	1	0.59%				
622 - No incident found on arrival at dispatch address, Unable to Locate (UTL)	9	5.29%				
631 - Authorized controlled burning	3	1.76%				
651 - Smoke scare, odor of smoke	1	0.59%				
<b>Total: 25</b>		<b>Total: 14.71%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
744 - Detector activation, no fire - unintentional	1	0.59%				
745 - Alarm system activation, no fire - unintentional	1	0.59%				
<b>Total: 2</b>		<b>Total: 1.18%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Total: 170</b>						

# **STAFF REPORTS**



## Fire Chief Report December 2020

### Meetings Attended

Date	Topic	Date	Topic
11/2/20	Inspection	11/10/20	TEAMS Training for the City
11/3/20	Traffic Safety Committee County	11/10/20	Admin Meeting
11/3/20	OR Fire Marshals Association	11/11/20	Finance Director Interview
11/3/20	Fire Defense Board Meet test Teams	11/12/20	IAFC Meeting
11/4/20	Traffic Safety Meeting City	11/12/20	NWS Weather Briefing
11/4/20	REGIS Steering Committee Mtg	11/12/20	RDPO Meeting
11/4/20	Volunteer Association Meeting	11/12/20	Board Meeting
11/5/20	FPAAC OPS Training	11/13/20	Meeting with CCS about Holbrook
11/5/20	Meeting with Mark Comfort Const.	11/16/20	Monthly Officer Meeting
11/5/20	Meeting with Board President	11/16/20	Scappoose City Council Meeting
11/5/20	RDPO meeting	11/17/20	Fire & LS Awareness 1 & 2
11/6/20	Media and REMS return	11/19/20	River Safety Meeting
11/6/20	Civil Service talk with Clatskanie Fire	11/23/20	Drone Sense Meeting
11/9/20	Col County Fire Defense Board Mtg	11/23/20	Meeting with WHA Insurance
11/10/20	FPAAC Command exercise	11/23/20	Meeting about Propane Tank Loc.
11/10/20	FIT Meeting	11/24/20	Admin Meeting

**Hours Worked October:**

235. Hours (59 hrs/wk)

**On Call in October:**

288 Hours (10 Days)

**TOTAL HOURS: 523**

The month started off with a bang and stayed busy the entire month. We spent a lot of time focused on trying to fill the vacant Finance Director position and working on our CARES submittal. Additional time was spent on communicating with a design professional about the potential of drawing up a proof-of-concept design for a station renovation if we were to go for a bond.

Spent considerable time focused on coming up with a plan for the Planning Committee to gather and establish a framework of possibilities for the board to consider. Looking at that first meeting occurring during the first or second week of January.

Built the assessment center for the Division Chief hiring process. Due to the amount of time that process takes, the fact that we are down a Division Chief and our other one is participating in the process, a decision was made to hire a contractor to help facilitate the Assessment center and scoring process for the new hire. The contractor will charge \$3,000 for about 80 hours' worth of work. This works out to about \$38 dollars an hour.

Spent considerable time working on our network and reconfiguring calendars and folders to better effect our workflow and reduce our reliance on 3<sup>rd</sup> party applications and programs. We will be transitioning away from Dropbox in the next month.

Your iPads have been delayed again but I have been following the shipping and they are scheduled to arrive Friday the 11<sup>th</sup> of December. Worked with the IT consultant to purchase the new server. The new server is scheduled to be installed in the next two weeks. This is important as our current server is at end of life and could stop working at any time.

We submitted a CARES funds reimbursement and were awarded just over \$74,00 to account for expenses with video laryngoscopes, PPE, cleaning supplies and telework equipment. We will be submitting for another round of funds in December.

Local 1660 has received the signed grievances and MOU and have read, signed them and returned them. Thankfully that chapter is finished, and we will need to schedule a meeting mid-December to talk about the budget and receipts from the county.

We hired Alex Tardif as our new Finance Director. Within the first two days we realized we made a good choice as his work style meshes well with our agency and his productivity seems exceed current expectations. During his probationary period, he has been given several tasks to work on, books to read and start to prepare a supplemental budget and financial information needed for us going out to the public to ask for more financial assistance.

We will need to start picking dates to meet with 1660 about tax receipts and making good on our part of the MOU. We need to initiate meetings prior to January.

Met with WHA insurance to go over our insurance policy. There will be some changes noticed for the final document mostly with deductibles. We increased some so we could increase replacement costs on a couple of vehicles. When we get the final agreement, we will cover this so that the board is comfortable with our changes.

I applied to be on the Oregon Health Authority committee that will recommend how the distribution process will commence for the vaccines. If I am accepted to this, the commitment will be 1-2 hours a week via tele meeting. The benefit to being on the committee is that Scappoose Fire will be represented at the state level, we will have accurate information that we can share with our community and with that information prepare how we will be a part of the delivery process.

Maria has been more than a superstar. Without prompting she literally has held the organizations finances together between Janine leaving and Alex starting. When you see her, PLEASE thank her! She definitely earned the MVP of the month. Overall, the same can be said by all of our staff. While Maria is being singled out each and every one of our staff (Career and Volunteer) have stepped up in a multitude of ways. We are very

fortunate to have such an amazing family and team that makes up the community responders of the Scappoose Fire District.

Lastly, of significant concern are several aging infrastructures and rolling stock hotspots. This item will probably stay on my monthly report until we can schedule a planning meeting. We will need to budget and or plan for replacement of the following in the immediate future:

- **STATION:** Replacement of a few or all 1987 AC units on the roof (Cost unknown at this time), work station computers (Various ages and processor speeds, \$10-16,000-high estimate), Tap out system for the station (\$15-30,000), front lobby remodel (security and COVID preparedness (\$20-30,000), remodel and expansion of kitchen and sleeping quarters in the main station (Unknown cost at this time), Vehicle exhaust system for the main station (Unknown cost at this time)and finishing the boat house (Tape, mud and paint unknown cost at this time). There are other items, but these are the most critical.
- **ROLLING STOCK:** Rescue (\$250,000), Type 1 Ambulance (\$200,000), Type 1 fire engine (\$550,000), Squads / Suburban's (\$60,000ea.)

### **Training**

Taught Fire and Life Safety Awareness 1 and 2

Preventing Occupational Exposures to Carcinogens at the Fire Scene

FPAAC Operations Training (Fire Protection Agencies Advisory Council / MFSA)

FPAAC Command Training (Fire Protection Agencies Advisory Council / MFSA)

### **Projects**

Fire Code Guide Update

REMS

Fire Department APP

sUAS Regional COA

Special Operations

Intterra

Image Trend (Analytics)

iPads

Image Trend (Inspections)

CARES Grant

# **FIRE MARSHAL REPORT**

This month was a rather steady month. Based upon all of the other duties, this was welcomed.

There were steady calls from developers regarding fire service features, access and water supply and a few bleed over requests for information from customers in the Columbia River Fire and Rescue District.

Projects in development include a multifamily project on NE 3<sup>rd</sup>, The First street apartments (2 3 story apartment buildings connected with a single roof) off of Laurel street, 2 new three-story apartment complexes by the peace candle with access from SE second street, PCC OMIC (This project will obtain their C of O soon), Cascade Tissue (They have added a production line) and the new Maintenance Hangar at the Airport. This project has a hybrid suppressions system that is unlike anything we have in the district.

Scappoose Fire applied for a Community Risk Reduction (CRR) project hosted by NFPA and was awarded acceptance into the program. We will be one of 250 agencies in the county that will work with a contractor to develop a dash board that covers community risk reduction. There will be more on this in the future.

Taught a class for our staff and members of agencies in the county on Fire And Life Safety Awareness 1 & 2. These are required for chief officers and anyone that comments on access and water supply (Fire Inspector). I taught this class as a Train The Trainer with OSFM.

## **Plan Reviews**

4

## **Driveway Inspections**

6

## **System Tests**

3

## **General Inspections**

9

## **Fire Investigations**

2

## **UAS (Drone) Missions**

0

## **Operations Report**

November was a blur of a month. Vehicle maintenance continues to be a constant battle for us this year and as such we are 50% through our maintenance budget. Hopefully we can make it through the rest of the year with minimal problems. The big ambulance was down for a couple weeks with a broken sway bar. The part was no longer manufactured and Lt. Anderson did an outstanding job in remedying that situation. We are very fortunate that he has a passion for this and does such a good job keeping our vehicles going.

After a short skill challenge, we Announced the Brian DuBois will be our next Lieutenant once Lieutenant Nielson retires on the 31<sup>st</sup> of this year. Lt. DuBois starts in his new capacity on the 5<sup>th</sup> of January on A shift.

Holbrook station is going to be a significant challenge for us in the spring time. The roof has a terrible leak and is not repairable until the weather gets better. In the interim, Complete Carpet Solutions was hired to tarp the roof to slow and try and stop the leak. So far this has proven successful.

The front lobby has hit a snag as a result of COVID supply chain issues and one of the vendors having COVID. The glass for the cabinet was back ordered and should be installed shortly. We are in the process of hiring an electrician to finish the rest of the electrical work in the station. We hope to have that project complete by the Second week in January.

The new engine is on target to be completed before February. By the time of the board meeting Lt. Anderson and I will have had the first build meeting with the manufacturer to make sure the build is according to the specifications.

With all of the OSHA changes and state changes with COVID we have purchased additional masks for volunteers and staff. In addition, stricter spacing and social distancing has been implemented.

We were asked by the OSFM if we were interested in assisting with mass testing and participating in a POD when the vaccine is finally released. OSFM was given an affirmative answer and we will willingly participate as long as the PPE is sufficient and provided by the state.

At the board meeting I will brief you all on the COVID positive staff member we have and how that has affected operations. We are able to cover calls for now but for the last 4 days we have had over 1/3 of our employees quarantined. All costs associated with the hotel stays, food, overtime will be reimbursable through CARES finds.

We noticed a significant discrepancy with call volume between Columbia County 911 (CCOM) and our Record Management System (RMS). We think we may have isolated that problem but will need to verify a couple more items before we are sure. The delta is

about 800 calls between CCOM and our RMS. One anecdote is that the call volume that was proclaimed by our previous Operations Chief is not accurate. Our current call volume is on par from the year 2015. In other words, we are lower this year compared to last year. Projections will have us close to 2,000 calls. I would be surprised if we had more than 1,900.

During this process, we also noticed a discrepancy with the way our vehicles show up in Intterra. As a result, and several hours of looking at spreadsheets, we seem to have rectified the problems and are running smoothly.

One of our employees has re-enlisted in the armed services and the retaining may have him away from six months to a year and a half. We are waiting to hear, but our plan is to hire someone knowing we will be laying them off in the future after the employee returns.

**Training Report  
Chief Marks  
December 2020**

**Projects:**

Duty Shifts

2021 Volunteer Academy Planning and Prep (Working with Sauvie Island)

NFPA Physical Research

OSHA Covid-19 Rules

Drills / Activities / Meetings in November included

Board Meeting

LCRTOA

Meet with Chief Lake about 2021 Academy

Recruit Volunteer Interviews

Recruit Volunteer Physical Ability Testing

Mathews Schedule Meeting

Admin and Officers Meetings

CPR Recert

November was not as busy as the recent months. I have had some large projects in the works. A majority of my time was spent working on the 2021 Volunteer Recruit Academy training schedule. Two districts will be participating in the 2021 academy. These districts are Scappoose Fire and Sauvie Island Fire District. We have 3 recruits attending from Scappoose. They are currently in backgrounds and physicals. Chief Lake has committed to assisting in the instruction of the hands on portion. The class locations will be divided between their location and the Scappoose Station.

OSHA has taken a large portion of my time. New rules come out frequently and need to be looked through. We are doing well and most of the measures being asked for by OSHA we are currently doing, just need to formalize them in written documents.

Total Volunteer Hours in November 2020	324.39 between 13 individuals.
My Time Worked in November 2020	147 hours
Call Time in October 2020	334 Hours <b>Total Hours 449</b>

## A. Tardif Finance Director December 2020 Meeting

At November 30, the District completed 42% of the fiscal year. Personnel salaries and payroll taxes are on track at 43%.

Materials & Services overall is at 37%. Operating Materials at 47% includes the purchase of COVID supplies. Equipment Maintenance at 50% includes the \$14,875 paid to repair the tower truck. The Board had approved a maximum of \$20,000 for these repairs. The Real & Personal Property Fund paid \$122,080 for the Rosenbauer engine chassis. The balance owed upon completion is about \$333,000. The loan funds in escrow are \$225,000, so the remaining cash owed by the District is about \$108,000. We expect to pay these funds after taking delivery in the late spring of 2021. We made our first payment of four in the amount of 61,578 on our debt.

EMS receipts to date total \$226,581.56, which is 35% of budget. The monthly average for the last 3 months is \$50,517. Current yearly average is 45,316 (total/5). EMS revenue must average \$53,333 per month to reach this year's conservative budget of \$640,000. There were 72 November transports, which is a 6% decrease over the prior month. This will result in less EMS revenue in December and January. Following is updated historical information. We will continue to pay attention to see how the year develops.

Of note, we have received 93% of budgeted taxes or \$1,469,422.86 for local option and \$1,328,835.52 for permanent rate. We received \$88,504 in prior year taxes or 84% of budgeted. We also received a payment of \$304,000 on 12/1/2020 from US forest service for the rems deployment and that will be reflected in next month's budget to actuals at December month end. We also received \$76,434 in cares grant award.



# OLD BUSINESS

# SCAPPOOSE RURAL FIRE DISTRICT – JEFF PRICHER

## Employment Agreement

THIS EMPLOYMENT AGREEMENT (“Agreement”) made and entered into on this 10<sup>th</sup> day of December, 2020, between Scappoose Rural Fire District, Columbia/Multnomah County, Oregon, a duly formed Rural Fire Protection District under ORS Chapter 478, hereinafter referred to as "District," and Jeff Pricher, Fire Chief/Fire Marshal, hereinafter referred to as the "Chief."

It is hereby agreed as follows:

### **Section I                      Employment**

The District hereby employs the Chief, and the Chief accepts employment with the District, pursuant to the terms and conditions of this Agreement. All prior agreements, oral or written, are superseded by the execution of this Agreement and have no further force or effect unless otherwise expressly stated herein.

### **Section II                      Term/Non -Renewal**

The initial term of this Agreement shall begin on December 10, 2020 and shall expire on June 30, 2024 (the “Initial Term”) unless otherwise terminated as set forth herein. This Agreement will automatically extend from year to year after the Initial Term (each year, an “Additional Term”; collectively with the Initial Term, the “Term”) unless the District or the Chief issues a letter of intent not to renew at least sixty (60) days prior to the expiration date of the Additional Term.

### **Section III                      Duties**

The Chief's official title is Fire Chief/Fire Marshal and in consideration of the compensation and benefits to be paid by the District, the Chief hereby agrees:

- A. To initiate, administer and supervise all fire related services of the District.
- B. To initiate, administer and supervise all fire related functions and programs of the District.
- C. To supervise the maintenance and upkeep of all facilities and equipment owned or maintained by the District, and to recommend to the District the acquisition of new or sale of used equipment and facilities.
- D. To administer the adopted budget and keep and maintain proper fiscal records for the District and cause an annual budget to be produced in a timely manner.
- E. To hire (appoint), supervise, and terminate all personnel necessary to carry out the fire related business of the District.
- F. To perform all functions necessary to completely and fully administer the District in accordance with the directives, policies and procedures of the District.
- G. To perform and participate in on-going professional development training and attend conferences and seminars appropriate to the Fire Chief/Fire Marshal position.

The Chief shall be bound by all rules, regulations and policies now in existence or hereinafter adopted by the Board of Directors of the District (the “Board”) and shall administer the fire related affairs of the District in accordance therewith and pursuant to the laws of the State of Oregon. Scappoose Fire District Board Policy 4.21 B. b.

#### **Section IV                      Performance Evaluation**

The Chief, in carrying out his responsibilities as the Fire Chief/Fire Marshal, shall demonstrate the following:

- A. Ability to cooperate with the Board, community leaders and citizens, peer organizations and neighboring cities, as well as other special districts and the County;
- B. Ability to effectively communicate with all parties, to include District employees and volunteers;
- C. Ability to effectively lead District employees and volunteers;
- D. Work habits consistent with similarly situated individuals;
- E. Efficient utilization of all facilities and services;
- F. Management skills necessary to maximize the fire/medical services made available to citizens while minimizing the cost to the taxpayers.

The Board shall have the authority to do a written performance review based upon the above criteria and overall performance of the Chief’s duties. The first review will be completed by April 1, 2021, and as soon as practical following the end of the evaluation period of April 1 - March 31 each year thereafter. It is the duty of the Chief to meet with the Board President and establish a time and place for the annual evaluation. The procedures for evaluation will be adopted by the District in accordance with the open meetings laws of the State of Oregon, District policies, or a combination thereof, as applicable.

*This provision does not limit the Board from requesting and administering additional evaluations, either formal or informal, as the Board, acting in good faith, reasonably believes is in the best interest of the District.*

#### **Section V                      Compensation**

The District shall compensate the Chief as set forth below:

- A. Salary: The Chief’s base annual salary shall be a minimum of \$130,000.00 (Between January and June 31<sup>st</sup>, 2021) and increased to no less than \$132,000 starting July 1<sup>st</sup> 2021, payable in accordance with established District Policy (the “Base Salary”). The Base Salary shall be adjusted on an annual basis such that there is always a minimum \$12,000 difference from the top step salary of a Division Chief.
- B. The Base Salary is subject to annual negotiation following the annual performance review of the Chief. In any event, the Base Salary of the Chief shall not be adjusted lower than the amount indicated in this Agreement, except as noted in Sections VIII and IX below.

- C. An annual cost of living adjustment (“COLA”) will automatically be calculated into the annual percentage increase provided the adopted budget authorizes said COLA.
- D. The District shall compensate the Chief a back salary increase for all time served as the Interim Fire Chief. This back pay will be at a rate of 5% over the current monthly salary as a Division Chief.

## **Section VI                      Benefits**

The following items are hereby identified as “benefits” for the purposes of this Agreement. Benefits are further defined in Addendum "A."

- A. Indemnification for Job related Claims
- B. Vacation/Holidays
- C. Life Insurance
- D. Disability/Sick Leave
- E. Funeral Leave
- F. Health and Welfare
- G. Salaries
- H. Education and Affiliation
- I. Automobile/Auto Expense
- J. Use of District Property

The listing of benefits set out in this paragraph and in Addendum "A" describes the major benefits included in this Agreement. Other benefits may apply as outlined in policies adopted by the District.

## **Section VII                      Extent of Service**

The Chief shall devote his time, attention and energies to the District’s fire related business in the performance of his duties as Fire Chief/Fire Marshal. As Fire Chief/Fire Marshal, he is the Chief Executive Officer for the District in accordance with the policies as set forth by the Board. During the term of this Agreement, the Chief should not be engaged in any activities which may interfere with his current duties.

It is expected that as the District's Chief Executive Officer, the Chief shall devote the hours per week necessary to perform his duties. The Chief may regulate his hours while not negatively impacting the fulfillment of his duties.

## **Section VIII      Corrective Action**

The District's general disciplinary policies do not apply to the Chief. In the event the District deems it necessary to take corrective action against the Chief, that action may include performance improvement and/or collective action plans, reprimands, suspensions (only in conformance with the Fair Labor Standards Act relating to an exempt position), prospective reduction in pay, or termination, depending upon the severity of the offense or actions involved. The Chief shall have the choice of a public or confidential disciplinary proceeding. All processes and proceedings taken in accordance with this section will be conducted and subject to the Oregon Open Meetings law, as applicable.

## **Section IX              Grounds and Process for Discipline and Termination**

- A. The Chief is, at all times, an "at will" employee of the District whose employment may be terminated at any time, with or without cause subject to the terms set forth in this Agreement. Notwithstanding the foregoing, nothing in this Agreement shall be interpreted as changing the Chief's status as an "at will" employee.
- B. Nothing in this Agreement shall be construed to include any special rights of the Chief, nor obligations on the part of the District, if this Agreement is not renewed pursuant to the terms set forth in Section II.
- C. Except as provided in Section IX.B. above, the District may terminate the Chief's employment in accordance with the following:

(1) Termination Without Cause by the District.

The District may terminate this Agreement at any time upon fifteen (15) days written notice to the Chief. In such event, the Chief, if requested by the District, shall continue to render his services and shall be paid his regular compensation up to the date specified in the termination. The Chief shall be paid on the date of termination a severance allowance of six (6) months compensation and benefits, less all amounts required to be withheld and deducted. In addition, the Chief shall be entitled to compensation for all earned but unused vacation, accrued holiday and personal time, subject to the general guidelines of the District. The Chief acknowledges that this Agreement provision cannot be changed or modified by any statement or policy of the District which would tend to indicate that he may not at any time be dismissed without cause, or that the Chief is other than an "at will" employee. Acceptance of severance pay by the Chief shall constitute a waiver and release of all claims of the Chief and any persons legally entitled to assert claims as a result of the Chief's dismissal, against the District, its directors, employees, volunteers, agents, or representatives, whether known or unknown to the Chief at the time such severance pay is accepted.

(2) Termination for Cause

"Cause" for termination includes, but is not limited to:

- a. Commission of any criminal act of fraud, dishonesty, misappropriation of funds, embezzlement, immoral conduct, or other serious misconduct in the rendering of services on behalf of the District.
- b. Current illegal use of drugs, substance abuse, or being legally impaired due to the use of alcohol or any legal drug while on duty;

(3) Grounds for Discipline

"Cause" for discipline includes, but is not limited to:

- a. Intentional or repeated failure to comply with legal requirements or with the District's policies or directives.
- b. Repeated discourteous treatment of employees, subordinates, volunteers or the public; or
- c. Failure or refusal to faithfully, diligently and effectively perform any of the provisions of this Agreement.

D. Disability.

If the Chief is permanently disabled or is otherwise unable to effectively perform his duties because of a non-work-related sickness, accident, injury, mental incapacity or health, for a period of ninety (90) days beyond any accrued sick leave, vacation, or other authorized leave, the District shall have the option to terminate this Agreement, subject to the requirements of Section IX.A. and without any obligation on the part of the District to provide severance pay.

E. Termination by Chief.

The Chief shall have the right to terminate this Agreement at any time by giving sixty (60) days notice thereof, in writing, to the District. In such event, the Chief shall continue to render services and be paid regular compensation and benefits up to the date of termination.

**Section X                      Waiver of Breach**

Waiver by either party of any breach of any provision of this Agreement shall not operate nor be construed as neither a waiver of any subsequent breach nor a waiver of this provision.

**Section XI Amendments**

Neither amendment nor variation of the terms and conditions of this Agreement are valid unless the same is in writing, references this Agreement, and is signed by both parties.

**Section XII Exclusive Term/Assignment**

The provisions of this Agreement are for the benefits of the parties solely, and not for the benefit of any person, persons or legal entities except as otherwise provided in this Agreement. Neither this Agreement nor any rights hereunder may be assigned by either party.

**Section XIII Severability/Scope**

If any provision of this Agreement is determined to be illegal, invalid or unenforceable, all other provisions shall remain in full force and effect. If any provision is found to be overbroad in scope or duration, the breadth of the provision shall be reduced to the maximum allowable by law.

**Section XIV Representation**

At all times, the District has been represented by its attorney. The Chief acknowledges that the Chief had the right to, and the availability of, independent counsel of the Chief's choosing at his cost regarding this Agreement, whether or not the Chief chose to exercise that right.

**Section XV Paragraph Headings**

Headings are used solely for convenience and are not to be used in construing or interpreting the Agreement.

**Section XVI Governing Laws**

The laws of the State of Oregon shall be used at all times to interpret and govern the interpretation in enforcement of this Agreement.

**Section XVII Entire Agreement**

The parties agree that this instrument represents the entire Agreement between the parties, and that all prior representations, promises or statements merge with the written Agreement and, unless specifically set out herein, are not enforceable.

SCAPPOOSE RURAL FIRE DISTRICT – JEFF PRICHER

IN WITNESS WHEREOF, the District, acting through its Board has authorized this Agreement to be signed and executed on this 10<sup>th</sup> day of December 2020. The Chief has executed this Agreement on the date entered below. Each party acknowledges receipt by their signature of a signed copy of this Agreement.

DISTRICT:

By

\_\_\_\_\_  
David Sorenson  
Board President

\_\_\_\_\_  
Jeff Pricher  
Fire Chief/Fire Marshall

Attest:

\_\_\_\_\_  
Andy Kreik  
Board Secretary/Treasurer

Date: December 10, 2020



# SCAPPOOSE RURAL FIRE DISTRICT – JEFF PRICHER

## **ADDENDUM A Wage and Benefits**

**For**

### **JEFF PRICHER FIRE CHIEF/FIRE MARSHAL**

December 10, 2020 - June 30, 2024

#### **A. Indemnification**

##### Section A. I

The District shall defend, indemnify and hold harmless the Chief from and against any and all liabilities, damages, losses, fines, penalties, claims, costs or expenses (including attorneys' fees) resulting from any claim, proceeding or suit brought by any third party arising from, or related to, (i) an alleged act or omission of the Chief in the performance of his duties, in accordance with ORS 30.287, or (ii) the District's material breach of any term, representation, or obligation contained in this Agreement.

##### Section A.2

The District shall obtain and maintain for the duration of this Agreement a minimum of one million dollars (\$1,000,000.00) of general liability insurance coverage (and such other policies and amounts as required by law) for the Fire Chief/Fire Marshall position for claims and actions as described in Section A.I subject to the limitations and exclusions of any policy chosen by the District provided such limitations and exclusions do not negate the indemnification obligations required in this Agreement.

#### **B. Work Schedule**

Section B.1 The Chief will work a 40-hour work week with 24-hour response when available. The Chief will try to provide adequate coverage during absences.

#### **C. Holidays and Vacation Time**

Section C.1 Years of service for the accrual of vacation time shall be determined by the Chief's anniversary date.

Section C.2 The Chief shall receive vacation time as follows:

<u>Completed Years of Service</u>	Amount of Vacation Time
Upon Hire	20 Days
After Four Years	25 Days

## Scappoose Rural Fire District - JEFF PRICHER

Section C.3 Vacation shall be granted in any combination of days. In the event the Chief terminates his employment, or is terminated without cause, or due to death, retirement, or disability, the Chief or the Chief's beneficiary shall receive full pay for all unused vacation time from prior years and for all unused vacation time from the current year on a pro-rata basis.

Section C.4 The Chief is given the following holidays off with pay:

1. New Year's Day
2. MLK Day
3. Memorial Day
4. Independence Day
5. Labor Day
6. Thanksgiving Day
7. The day after Thanksgiving
8. Christmas Day
9. Three (3) Personal Days

### **D. Life Insurance**

Section D.1 The District shall maintain, at no cost to the Chief, a term life insurance policy insuring the Chief in a minimum amount of one hundred thousand dollars **(\$100,000.00)**.

Section D.2 The District shall furnish the Chief with a written description of all such insurance.

### **E. Disability and Sick Leave**

Section E.1 Accumulated sick leave shall be paid to the Chief when he is unable to report to work because of illness or injury not covered under the Oregon Worker's Compensation Law. Sick leave will not be paid to the Chief injured while working for wages on a job outside of his employment with the District.

Section E.2 A complete and accurate record shall be kept at all times of the accumulation of the Chief's sick leave.

Section E.3 The District may require sick slips from physicians in its reasonable discretion.

Section E.4 Sick leave to attend to an ill family member shall be in accordance with all state and federal laws, to include the Family Medical Leave Act. Any such leave shall be charged to the Chief's sick leave or accrued time on the books.

Section E.5 Upon written application by the Chief, additional time may be granted by the District for the remaining period of disability after accrued sick leave has been exhausted. The District may require a physician's report of progress periodically during the period of such disability.

## Scappoose Rural Fire District – JEFF PRICHER

Section E.6 Sick leave in addition to Section E.6 shall begin to accrue on the first day of the Chief's employment. Sick leave is accrued at the rate of eight (8) hours per month. Sick leave shall continue to accumulate during vacation and sick leave periods when the Chief is being paid by the District. Except as otherwise provided upon retirement, unused sick leave shall not be paid upon termination of employment.

Section E.7 The District shall provide the Chief with Oregon Workers Compensation insurance or equal coverage at no cost to the Chief.

### **F. Funeral Leave**

Section F.1 The Chief shall be granted up to five (5) days with pay, for the purpose of attending the funeral of an immediate family. Additional leave may be granted at the discretion of the Board to make final arrangements and to attend to the affairs of the deceased family member.

### **G. Incident Management Team Leave**

Section G.1 The Chief shall be granted the ability to participate with the regional incident management teams so long as the prolonged leave does not create an undue burden on the District. In general, two (2) deployments per year are considered reasonable. Additional deployments will be considered on a case by case basis.

### **H. Health and Welfare**

Section H.1 The District agrees to provide a health insurance plan to the Chief with coverage equal to or exceeding that provided to other full-time employees of the District.

Section H.2 No loss of health and welfare benefits will occur when the Chief is on paid sick leave.

Section H.3. The District will subscribe to the Oregon Public Employees Retirement System (PERS) and enroll the Chief in PERS. The Chief shall pay the employee portion of the PERS contribution.

### **I. Post-Employment Health Plan**

Section I.1 In the event the Chief seeks full retirement from the District for the purposes of PERS., the District will pay into the Chief's post-employment health plan the amount of six (6) months wages.

### **J. Salaries**

Section J.1 The District shall furnish and provide all equipment as required and deemed necessary by the District subject to input by the Chief. Such equipment shall be provided at no cost to the Chief.

Section J.2 The District shall make the appropriate payroll deductions for payroll direct deposit as otherwise arranged by the District.

Section J.3 The Chief shall receive regular pay during service on jury duty for which he has been summoned, subpoenaed, or otherwise compelled to serve. The Chief shall report to work upon being excused from jury

## Scappoose Rural Fire District – JEFF PRICHER

service as soon as possible after excused. The Chief shall notify the Board President immediately upon being summoned, subpoenaed, or otherwise compelled to serve.

Section J.4 When the Chief is subpoenaed or required to appear as a witness or party in any proceeding arising out of the Chief's employment, or out of the operation of the District, except litigation brought by or on behalf of the Chief, he shall receive his regular salary.

Section J.5 Payroll shall be made in accordance with the established District policy for all employees.

Section J.6 The District will provide an annual clothing allowance of \$300.00 per year in addition to the Base Salary described in Section A and payable in January of each year. Appropriate Class A and Class B uniform will be provided as per current District policy.

### **K. Education/Affiliation**

Section K.1 The District will provide expenses and time off for the Chief to participate in the following educational and professional association activities in accordance with District policy:

- (1) Oregon FireChiefs Association
- (2) National Fire Academy EFO and VIP courses
- (3) Open Learning Fire Service Program
- (4) Oregon Fire District Directors Association
- (5) Fire Officer Development Certifications
- (7) DPSST Training/Certifications
- (8) NWCG Certifications/Incident Management Team
- (9) Paramedic Licenses & National Registry
- (10) IAAI & NAFI Fire Investigation Certifications
- (11) ICC and OSFM Fire Marshal Recognition certifications

Section K.2 The District will provide expenses and time off for other educational and professional association dues when it is in the best interest of the District as reasonably determined by the Board, acting in good faith.

### **L. Automobile/Auto Expenses**

Section L.1 The District agrees to provide the Chief with transportation suitable for use while conducting District business. All transportation usage shall be subject to the District's standing Policies and Procedures as amended from time to time, to the extent such is not inconsistent with Section M. below.

## Scappoose Rural Fire District – JEFF PRICHER

### **M. Use of District Owned Property**

Section M.1 The Chief may use District property for personal use under certain terms and conditions (as specified by District Policy). In recognition of the fact that the Chief is always on call, the Chief may use such District property for more than de minimis or otherwise allowed uses. For purposes of ethical duties and responsibilities of a public employee, compensation to the Chief shall include, without the necessity of prior approval, the personal use of District vehicles, cell phones, computers and office telephones, whether for long distance usage or otherwise as well as other property of the District while on duty or on call for the District. Any and all necessary documentation of such personal usage for tax purposes and responsibility for taxation on same, if any, shall lie solely and exclusively with the Chief.

### **N. Job Position Description**

Section N.1 The Fire Chief job position description is attached to and hereby made a part of this Agreement.

**Note:** Scappoose Fire District Benefit Guide for Active Administrative Employees dated July 1, 2016 - June 30, 2017 and Working Agreement between IAFF Local 1660 and Scappoose Fire District dated July 1, 2019 - June 30, 2022 was used for reference in developing this addendum.

DISTRICT:

**By**

\_\_\_\_\_  
David Sorenson  
Board President

\_\_\_\_\_  
Jeff Pricher  
Fire Chief

Attest:

\_\_\_\_\_  
Andy Kreik  
Board Secretary/Treasure

December 10, 2020

**SCAPPOOSE RURAL FIRE DISTRICT – JEFF PRICHER**

**ADDENDUM B  
1 YEAR GOALS**

**For**

**JEFF PRICHER  
FIRE CHIEF/FIRE MARSHAL**

December 10, 2020 - June 30, 2024

1. Fill Vacant Administrative Slots
2. Re-Establish budget controls and initiate budget stability plan
3. Submit ballot initiative for May 2021 Election (Bond or Levy, based upon board decision)
4. Initiate Strategic Plan Process for a 1,5, 10- and 20-year approach
5. Create and establish a R.E.M.S (Rapid Extraction Module Support) platform.

# **NEW BUSINESS**



# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Fire Chief Pricher

SUBJECT: Purchase of Pota Count 8048 Fit Testing Machine

DATE: December 4<sup>th</sup> 2020

**Requested Action:** Allow staff to purchase 1 Port a count Fit Testing machine (Capable of N95 testing)

**Critical date for action:** This board meeting.

## **Purpose:**

Scappoose Fire as a government entity and Special District applied to be a part of the CARES act funding program. This program was established to assist agencies with COVID related costs associated with remoter work, distance learning, PPE and Cleaning Supplies and costs associated with unbudgeted expenses (COVID related Sick time, expenses related to quarantining and COVID upstaffing).

Our goal with this purchase is to be able to safely test and certify that our N95 masks are fit tested to CDC and OSHA requirements. Currently, our fit tester is not able to do this test.

## **Impact:**

Fit testing is mandatory for health care workers that use N-95 masks and anyone that utilizes adjuncts for respiratory protection for working in an IDLH (Immediately Dangerous to Life and Health) environment.

Not fit testing could be considered an OSHA violation and not fit testing means we are not certain that our N-95 masks fit, which could place our staff at risk. Working around suspected Covid-19 infected patients is one of the most risk averse places we can ask our staff to occupy (with this airborne virus). The acquisition of this tool will improve the safety of our responders and continue with our desire to provide a safe working environment to our staff (Career and Volunteer).

## **Availability of funding:**

Scappoose Fire has been granted the ability to spend up to \$250,000 of funds as identified in the "Purpose above." To date, we have spent \$84,223.19, leaving \$165,776.81. With this purchase, we will use an additional \$17,000. With our other \$103,000 requested for power loaders for our ambulances, we will



have \$45,000 remaining in this account. As with all of the CARES purchases, we will need to create a supplemental budget to make sure our budget balances.

**Coordination:**

This project will be coordinated by Lonny Gandara.

**Contact person(s):**

Jeff Pricher

Lonny Gandara

**Attachments:**

Quote from TSI

TSI Porta Count Brochure

**Recommendations:**

1. Authorize staff to request funds from CARES to complete this purchase and project.

**Conclusion:**

The purchase of this piece of equipment will bring our agency into compliance for the first time. There are two types of testing, qualitative and quantitative.

Qualitative testing required the use of a smelling solution / bitter solution and hood. This testing is not as effective and not scientifically as accurate.

Quantitative testing is preferred. This meets the reporting and recordkeeping requirements for OSHA and provides a level of assurance that is not able to be accomplished by the smelling solution.

Staff was planning on budgeting for this next fiscal year. With the CARES funds, this allows us to speed up the purchase as this testing is needed right now.

c file  
r.f.



500 Cardigan Road  
Shoreview, MN 55126  
USA  
EIN 41-0843524

Tel:(800)680-1220  
Fax:(651)490-3824  
Web:www.TSI.com  
Email:answers@TSI.com

Page 1 of 2

## Quotation

<b>Quote Contact</b>	<b>Make PO Out To:</b> <b>TSI Inc.</b>
	<b>Quotation Number</b> 20189624 <b>Quotation Date</b> 12/03/2020 <b>Customer No</b> 22643 <b>Cust. Ref.</b> <b>Incoterms</b> 2010 CPT: Prepay & Add Consignee's Premises <b>Payment Term</b> Net 30 days <b>Valid To</b> 12/31/2020 <b>Currency</b> USD <b>Method of Payment</b> PO, Visa, Amex, Mastercard Reference Quote number when submitting PO
<b>Bill-To-Party</b> SCAPPOOSE RURAL FIRE PROTECTION DIST PO Box 625 SCAPPOOSE OR 97056-0625	
<b>Ship-To-Party</b> SCAPPOOSE RURAL FIRE PROTECTION DIST 52751 COLUMBIA RIVER HWY SCAPPOOSE OR 97056-3029	

Item	Material/Description	Quantity	Unit Price	Amount
1	8048-T PortaCount Model 8048-T; w/ Tablet Respirator Fit Tester Includes: Carry Case; AC Adapter with Universal Plug Set; 8026 Particle Generator (115 VAC); Alcohol Cartridge; Alcohol Fill Capsule; Storage Cap; (2) Zero Check Filters; 3/16" and 1/4" Hose Adapters; (2) Spare Alcohol Wicks; (100) Sampling Probes; (100) Lock Washers; Probe Insertion Tool; Neck Strap; 8016 Alcohol Supply containing (16) 30mL Bottles of Reagent Grade Isopropyl Alcohol; FitPro Ultra Fit Test Software; Microsoft® Surface Go® Tablet; WiFi USB Adapter; USB-A & USB-C Cable; and 2-Year Warranty	1.00 EA	13,400.00	13,400.00
2	Customer Discnt Amnt B2B5-8048 QG B2B Warranty, 5-Yr, PortaCount 8048 Quality Guard Bumper-To-Bumper 5-year Warranty Contract for Annual Clean and Calibration, as well as Repair Services. TSI covers the cost of standard ground shipping to return the instrument from TSI. Fast Track (expedited) Service included. This B2B Warranty Contract is not applicable when the TSI Service Group has determined that misuse and/or abuse has occurred to the instrument.  All 5-year Warranty contracts will be valid for 60 months, from the date of instrument shipment and are linked to the serial number of the instrument. B2B Warranty Contracts are applicable to new instrument sales only. This B2B Warranty Contract is non-transferable, and no other instrument serial number will be accepted for service.	1.00 EA	4,680.00	1,500.00- 4,680.00



500 Cardigan Road  
Shoreview, MN 55126  
USA  
EIN 41-0843524

Tel: (800) 680-1220  
Fax: (651) 490-3824  
Web: [www.TSI.com](http://www.TSI.com)  
Email: [answers@TSI.com](mailto:answers@TSI.com)

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## Quotation

**Bill-To-Party**

SCAPPOOSE RURAL FIRE

**Quotation Number**

20189624

**Quotation Date**

12/03/2020

Item	Material/Description	Quantity	Unit Price	Amount
3	8025-N95R Fit Test Probe Refill Kit for 8025-N95 Refill Kit for 8025-N95 Sampling Probe Kit For fit testing disposable filtering-facepiece respirators. Includes: 500 Probes, 500 Push Nuts (no tools).	2.00 EA	145.00	290.00
<b>Sub Total</b>				16,870.00
<b>Total Amount</b>				16,870.00

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. Government or as otherwise authorized by U.S. law and regulations.

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*Long Yang*  
TSI Incorporated

Date 12/03/2020

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For payment terms, complete credit application at <http://www.tsi.com/credit-app/>





UNDERSTANDING, ACCELERATED

# INTELLIGENT FIT TEST SOLUTIONS

PORTACOUNT®  
RESPIRATOR FIT TESTER  
MODELS 8040 AND 8048





# MEASURE SAFETY IN ACTION

Provide staff with a respirator fit test they can both learn from and count on. PortaCount Fit Testers combine real-time and real-world measurements to advance respirator safety beyond what any other fit test can deliver.



## REAL-TIME MEASUREMENTS

Real-time measurements not only allow you to quickly find the correct size mask, but also provide the people in your department with a greater understanding of how and when their respirator best protects them.



## REAL-WORLD SAFETY

Real-world measurements evaluate respirator fit during actual movement, breathing and talking; providing an accurate reflection of how a respirator will protect staff on the job.





# FIT TEST



## ANIMATIONS FOR A BETTER FIT

Video animations guide staff through the proper movements for each fit test exercise, better identifying respirators that fit poorly. Video animations free administrators from the need to coach staff through the fit test, ensuring consistency and allowing time to multitask for increased productivity.



## QUANTIFYING RESULTS, AUTOMATING DOCUMENTATION

FitPro™ Ultra Fit Test Software automatically records test results to a database that is simple to manage and share. PortaCount Fit Testers assist with administrative tasks beyond the fit test, allowing you to get more accomplished with your time. Documenting your program's compliance has never been easier.



# FITPRO™ ULTRA SOFTWARE

## FIT TESTING REIMAGINED

TSI has redesigned every aspect of FitPro Ultra Software to improve the user experience and create the most powerful fit test software available. From touchscreen tablets to PC laptops, FitPro Ultra Fit Test Software is easy to use and is similar in design to applications you use every day on your own personal devices.



### FITPRO ULTRA SOFTWARE

Free and included with instrument purchase

## DEVICE FLEXIBLE

FitPro Ultra Software is compatible with Windows® tablets\* and laptops\*\*.  
Android™ and iOS® support is to come.

\* FitPro Ultra compatible with tablets running versions of Windows 10 and newer.  
\*\* FitPro Ultra compatible with laptops running versions of Windows 7 and newer.

To see our list of patents please visit:  
[www.tsi.com/patents](http://www.tsi.com/patents)

Android is a trademark of Google Inc.

iOS is a registered trademark of Cisco in the U.S. and other countries and is used under license.

Windows is a registered trademark of Microsoft Corporation in the United States and/or other countries

FitCheck, and FitPro are trademarks, and PortaCount, TSI and the TSI logo are registered trademarks of TSI Incorporated.

Fit Testing

Real-Time Measurements

FitCheck Mode Radial Dial

FitCheck Mode Live Graphs

Ambient Environment  
Live Graphs

Newly Designed and Intuitive Software

Animated Test Exercises

Database Management

Export Reports

Pre-Fit Test Training

Interactive Troubleshooting

Touchscreen Tablet\* and/or PC\*\* Compatible  
(\*Windows 10 or newer \*\* Windows 7 or newer)

Wireless Capable\*  
(\*with purchase of USB Wi-Fi dongle)

OSHA, CSA, HSE and ANSI Compliant  
for ALL Respirators

Measures Fit Factors from  
0 to Greater than 10,000

Additional Feature and Updates Coming!

Learn more at  
[www.tsi.com/portacount4](http://www.tsi.com/portacount4)



UNDERSTANDING, ACCELERATED

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<b>USA</b>	<b>Tel:</b> +1 800 874 2811	<b>India</b>	<b>Tel:</b> +91 80 67877200
<b>UK</b>	<b>Tel:</b> +44 149 4 459200	<b>China</b>	<b>Tel:</b> +86 10 8219 7688
<b>France</b>	<b>Tel:</b> +33 1 41 19 21 99	<b>Singapore</b>	<b>Tel:</b> +65 6595 6388
<b>Germany</b>	<b>Tel:</b> +49 241 523030		



# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Fire Chief Pricher

SUBJECT: Purchase of Power Loading Cots

DATE: December 4<sup>th</sup> 2020

**Requested Action:** Allow staff to purchase three power loaders and 2 upgraded power loading cot

**Critical date for action:** This board meeting.

## **Purpose:**

Scappoose Fire as a government entity and Special District applied to be a part of the CARES act funding program. This program was established to assist agencies with COVID related costs associated with remoter work, distance learning, PPE and Cleaning Supplies and costs associated with unbudgeted expenses (COVID related Sick time, expenses related to quarantining and COVID upstaffing).

Our goal with this purchase is to reduce the exposure time and distance to emergency responders during the loading process for patients.

## **Impact:**

As a small rural EMS provider that manages calls with limited staff, it generally means a lot of skills and tasks are required of our staff. With the advent of Covid-19, the exposure to our staff to a highly infectious virus has increased exponentially. Our agency has been working diligently to reduce exposure and work all safety practices and concepts to better effect worker safety in this challenging environment. This purchase will allow our staff to reduce the number of people at the head of the patient (which is the riskiest place for our staff to be with this airborne virus).

The acquisition of these tools will improve the safety of our responders and continue with our desire to provide a safe working environment to our staff (Career and Volunteer).

## **Availability of funding:**

Scappoose Fire has been granted the ability to spend up to \$250,000 of funds as identified in the "Purpose above." To date, we have spent \$84,223.19, leaving \$165,776.81. With this purchase, we will use an additional \$103,000. We will have \$62,000 remaining in this account. As with all of the CARES purchases, we will need to create a supplemental budget to make sure our budget balances.



**Coordination:**

This project will be coordinated by Katy Curio.

**Contact person(s):**

Jeff Pricher

Katy Curio

**Attachments:**

Stryker Letter

Quote from Stryker

Power Loader Brochure

**Recommendations:**

1. Authorize staff to request funds from CARES to complete this purchase and project.

**Conclusion:**

This is not the first time our agency has looked at the power loader. Unfortunately, as a result of limited funds from our budget, it has been hard to justify this over the years. With the CARES funds, this is now a reality. The CARES funds are use or lose. At this time, other Covid-19 related expenses will not deplete this account. That is why we are asking to expend these funds.

Lastly, an unrealized benefit of this purchase is that it has proven to reduce back injuries. As our data shows, patients are not getting lighter. With limited manpower, there is a lot of heavy lifting that is required. This lifting places our staff at great risk of a back injury. This purchase will significantly curb and limit back injury possibilities for our employees.

c file

r.f.

June 8, 2020

Dear valued customer,

Based on the required regulatory applicability of certain products during the COVID-19 pandemic, please review the following information regarding Stryker's Power-PRO™ XT ambulance cot and Power-LOAD® cot fastener system.

These advanced products provide a powered system approach to raising/lowering and loading/unloading a patient in the back of an ambulance.

Some key features of the Power-PRO XT and Power-LOAD that help with caregiver safety include:

- Only two operators needed for an occupied cot
- Raise/lower and load/unload with the touch of a button
- Caregiver injury reduction
- SAE J3027 crash-rated system\*
- Power-LOAD safe working load of 870 lbs

**Only two operators needed for an occupied cot:** In the pre-hospital space, adequate staffing is a common problem experienced by a service. The COVID-19 pandemic could have further impacted those staffing shortages. With the Power-PRO XT, only two caregivers are required in order to operate.

**Raise/lower and load/unload with the touch of a button:** By simply pressing a button, the Power-PRO XT will raise or lower a patient. A patient up to 700 lbs on a Power-PRO XT cot can also be loaded or unloaded from an ambulance with the touch of a button on Power-LOAD.

**Caregiver back injury reduction:** Case studies showcase reduction in caregiver back-related injuries.

- 100% reduction in cot-related injuries saved one service \$545,000 in 4.5 years<sup>1</sup>
- 96% reduction in adverse cot events after implementation of Power-PRO XT and Power-LOAD by one service<sup>2</sup>

**SAE J3027 crash-rated system:** Dynamically crash tested to pass SAE J3027 standards, which tests ambulance litter integrity, retention and patient restraint.\*

**Safe working load of 870 lbs:** The Power-LOAD system can support 870 lbs of working load (the total weight of the cot and patient). This lets ambulance services potentially require less rescuers on scene to help load and unload patients in the back of the ambulance.

Please visit [stryker.com](https://www.stryker.com) for more information on the Power-PRO XT or Power-LOAD.

Sincerely,



Chris Walsh  
Director of Marketing

1. Stryker (2018). EMSStat – Norman Regional Health System Case Study (Case Study on Power-PRO XT cots and Power-LOAD cot fastening systems).

2. Emergency Medical Services Authority. (2015). Risk Reduction Success Story: Utilization of the Stryker Power-LOAD Cot Fastener System in the EMSA System. Tulsa, Oklahoma and Oklahoma City, Oklahoma: Emergency Medical Services Authority.



## Power Load and Power Pro

Quote Number: 10286046

Remit to: **Stryker Medical**

P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: SCAPPOOSE RURAL FIRE PROTECTION

Rep: Ben Wintermute

Attn:

Email: ben.wintermute@stryker.com

Phone Number:

Quote Date: 11/16/2020

Expiration Date: 02/14/2021

### Delivery Address

Name: SCAPPOOSE RURAL FIRE PROTECTION

Account #: 1281042

Address: 52751 COLUMBIA RIVER HWY

SCAPPOOSE

Oregon 97056-3029

### End User - Shipping - Billing

Name: SCAPPOOSE RURAL FIRE PROTECTION

Account #: 1281042

Address: 52751 COLUMBIA RIVER HWY

SCAPPOOSE

Oregon 97056-3029

### Bill To Account

Name: SCAPPOOSE FIRE DEPT

Account #: 1075539

Address: PO BOX 625

SCAPPOOSE

Oregon 97056

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	3	\$21,714.07	\$65,142.21
2.0	650605550003	6506 MTS PWRPRO COT HIGH CNFIG	2	\$18,485.19	\$36,970.38
3.0	6506700001	6506 PWRLD COMPAT UPGRADE KIT	1	\$1,586.08	\$1,586.08
4.0	TR-SPCOT-PPXT	TRADE-IN-STRYKER POWER COT TOWARDS PURCHASE OF POWERPRO XT	2	-\$2,500.00	-\$5,000.00
Equipment Total:					\$98,698.67

### Price Totals:

Grand Total: \$98,698.67

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



Power Load and Power Pro

Quote Number: 10286046

Version: 1

Prepared For: SCAPPOOSE RURAL FIRE PROTECTION

Attn:

Remit to: **Stryker Medical**

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Ben Wintermute

Email: ben.wintermute@stryker.com

Phone Number:

Quote Date: 11/16/2020

Expiration Date: 02/14/2021

\_\_\_\_\_  
AUTHORIZED CUSTOMER SIGNATURE

**Deal Consummation:** This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

**Confidentiality Notice:** Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

**Terms:** Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

**Cancellation and Return Policy:** In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



**Power-LOAD<sup>®</sup>**  
powered fastener system

# Power-LOAD<sup>®</sup> cot compatibility

The Power-LOAD compatibility option is available for the Power-PRO XT, Power-PRO IT and Performance-PRO XT. Power-LOAD and Power-PRO XT with X-Restraints meet dynamic crash test standards for occupant safety\* and will automatically charge the Power-PRO XT SMRT battery.



**Power-PRO XT**



**Performance-PRO XT**



**Power-PRO IT**

---

## 100%

reduction in cot related injuries saved one service \$545,500 in 4.5 years.<sup>4</sup>

## 99%

of those surveyed agree our Powered System has made their job easier.<sup>5</sup>

## \$69,594

cost of a typical strain injury (\$33,140 direct and \$36,454 indirect costs)<sup>6</sup>





# Reduce the risk

of injuries when  
loading and  
unloading cots

Being an EMS worker is a demanding job, both physically and emotionally. The repetition of loading and unloading cots in and out of an ambulance day after day can take its toll on the body.

## 1 in 4

EMS workers suffer from a career-ending back injury within the first four years of employment.<sup>1</sup>





A vertical yellow and black Stryker cot component is visible on the left side of the page, featuring a red safety hook and a yellow warning triangle.

# Proven to save guarantee<sup>2,3</sup>

**100%** **reduction** in  
missed safety hooks

At Stryker we stand behind our products. For qualifying purchasers<sup>2</sup>, upon standardization, Stryker offers a program that guarantees at least a **50% reduction** in cot-related injuries pertaining to raising, lowering, loading and unloading cots and **100% reduction** in missed safety hooks while unloading cots with the Power-PRO and Power-LOAD in full power operation. If not, Stryker will refund the price paid for the Power-PRO cots and Power-LOAD cot fastening systems.<sup>3</sup>

**50%** **reduction**  
in cot related injuries

## Safe

- Dynamically crash tested with the Power-PRO XT cot to meet AS/NZS-4535, BS EN-1789 and SAE J3027, improving caregiver safety in the back of the ambulance.
- Helps minimize patient drops by supporting the cot until its wheels are on the ground.

## Durable

- Ergonomically designed to help reduce caregiver injuries, Power-LOAD lifts patients weighing up to 700 pounds.
- Power-LOAD and Power-PRO have been rigorously tested as a system to be reliable throughout the life of the products.

## Easy to Use

- Inductively charges your Power-PRO cot SMRT battery when in the transport position.
- Improved guided load and unloaded functionality eliminate the need to steer the cot into and out of the ambulance.
- Wirelessly communicates with your Power-PRO cot to control cot functionality when loading and unloading.



Specifications

Model Number	6390
Length	
Overall length	95 in. (241 cm)
Minimum length	89.5 in. (228 cm)
Width	24.5 in. (62 cm)
Weight	
Total weight	211.5 lb (96.5 kg)
Floor plate assembly	16.5 lb (7.5 kg)
Anchor assembly	23 lb (10.5 kg)
Transfer assembly	67 lb (30.5 kg)
Trolley assembly	105 lb (48 kg)
Maximum weight capacity*	700 lb (318 kg)
Minimum operator required	
Occupied cot	2
Unoccupied cot	1
Recommended loading height	22 in to 36 in (56 cm to 91 cm)
Battery	12VCD, 5 Ah lead acid battery (6390-001-468)

Stryker reserves the right to change specifications without notice.

Warranty

- One-year parts, labor, and travel or two-year parts only
- Lifetime on all welds

Extended warranties available.

7-year service life.

Maintenance agreements are available for service beyond its expected service life.

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Flex Financial, Performance-PRO, Power-LOAD, Power-PRO, ProCare, Stryker**. All other trademarks are trademarks of their respective owners or holder.

\*Maximum weight capacity represents patient weight and accessories. Safe working load of 870 lb (395 kg) represents the sum of the cot total weight and patient.  
The Power-LOAD Cot Fastener System is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

1. Sanders, Mick J. (2011) Mosby’s Paramedic Textbook (4th ed., p. 36)  
2. Please contract your sales representative to see if you qualify for the EMS Guarantee.  
3. Subject to the terms and conditions of EMS proven to save guarantee agreement.  
4.Reference: Stryker (2018). EMSStat – Norman Regional Health System Case Study (Case Study on Power-PRO XT cots and Power-LOAD cot fastening systems). Retrieved from: <http://ems.stryker.com>  
5 Reference: Stryker (2012). Superior Ambulance Case Study [Case Study on Power-PRO XT cots]. Retrieved from: <http://ems.stryker.com>  
6. <https://www.osha.gov/dcspp/smallbusiness/safetypays/estimator.html>. As of August 1, 2018 with a 3% profit margin for strain.

Technical support

Our Technical Support comprises a team of professionals available to help with your Performance-LOAD needs. Contact via phone at 1 800 STRYKER or email at [medicaltechnicalsupport@stryker.com](mailto:medicaltechnicalsupport@stryker.com)

Stryker’s ProCare Services

When lives are at stake, you need someone who takes a proactive approach to keeping your equipment up and running.

Imagine having someone dedicated to managing your equipment, who truly understands the intricacies of EMS and can anticipate your needs before an issue even arises. We’ll make sure your lifesaving devices and back-saving equipment is ready when you need it. With ProCare Service, you can count on trusted experts dedicated to caring for your equipment, so you can focus on what truly matters – saving lives.

All ProCare plans include:

- Stryker original equipment manufacturer parts
- Labor and travel expenses.
- Unlimited repairs to restore equipment to manufacturer specifications
- Responsive support from your field service representative
- Option to include preventive maintenance inspections
- Option to include battery service and replacement

Flex Financial Program

Our financial programs provide a range of smart alternatives designed to fit your organization’s needs. We offer flexibility beyond a cash purchase with payment structures that can be customized to meet budgetary needs and help to build long-term financial stability. Contact your account manager for more information.

3800 E. Centre Avenue  
Portage, MI 49002 USA  
t: 269 329 2100  
toll free: 800 327 0770

[www.ems.stryker.com](http://www.ems.stryker.com)

# CORRESPONDENCE

## Enterprise Zone Extension in Scappoose

Jeff Pricher <jpricher@srfd.us>

Wed 12/9/2020 23:39

To: info@columbiacountyoregon.com <info@columbiacountyoregon.com>; paulvogel@columbiacountyoregon.com <paulvogel@columbiacountyoregon.com>

Mr. Vogel,

I just read your memo and proposed resolution in the Scappoose council agenda to extend the enterprise zone protections for another two years for Cascade Tissue.

When you have an opportunity, I would like to have a conversation with you before the next Scappoose Council meeting on the 14th.

I plan on attending on behalf of the Fire District to oppose the extension.

While the fire district is a supporter of economic development and economic growth, we are not in favor of losing out on needed tax revenue that effects the survival of the fire district. With the current enterprise zone, we estimate that we have lost out on tax revenue near \$100,000, by the time Cascade Tissue tax deferrals expire. As you may or may not know, fire districts (special districts) do not share in the same revenue streams as a city or the county government. This lack of revenue negatively affects our ability to properly prepare, equip and plan for growth in the community.

It is our understanding that Columbia County Economic Team (CCET) is focused on bringing economic growth and industry to the county. Industry brings jobs and significantly helps the local community in a cyclical way. However, industry is also supposed to be one of the biggest suppliers of tax revenue. In the Scappoose Fire District, industry has the greatest impact on emergency services in two ways. They are supposed to help fund the service impact, but also, industry burdens the community with target hazards not limited to chemicals, fire problems, traffic accidents associated with increased vehicle traffic and medical delivery to the population increase that is permanent and transitional with the hours of operation. In other words, one of our biggest target hazards is Cascade Tissue. Cascade Tissue is not paying into the investment of the very service that is supposed to support and protect them in an emergency. This poses a significant problem.

Industry is also a consequential factor for the Insurance Services Organization (ISO) rating of communities. Higher ISO ratings result in higher insurance rates. Industry significantly affects this rating when it comes down to how an agency is required to meet the response needs of the specific industry. Response needs includes, staffing, equipment, inspection services, training, and other items. We believe that this component of community risk reduction is being overlooked at the state, regional, county, and local level.

Scappoose fire is a small agency in a rapidly growing community. How are we supposed to meet the demands of the city if we are not able to acquire the tax revenues that are supposed to be dedicated to public safety (fire & Emergency Medical response)? Unfortunately, all this growth is becoming a significant burden to our agency because of the enterprise zone and urban renewal districts large boundaries and associated tax deferral. With Cascade Tissue starting in the enterprise zone and rolling into urban renewal zone, our agency will have not received any tax revenue for over two decades by the time that property comes back on the tax records. We estimate that we will lose over half a million in needed tax revenue based upon our

very low, \$1.11 per thousand permanent tax rate. Our budget must support 20 volunteers, 18 employees, 22 fire vehicles and 4 fire stations covering over 50 square miles. We are requested for service over 2,000 times a year. Half a million dollars is not a drop in the bucket and that deferred revenue is having a negative impact on service delivery.

Another way this renewal of the enterprise zone impacts service delivery is that we end up having to do more with less. This puts our staff in harm's way (burn out, not being able to acquire necessary safety equipment and supplies, stress, and many other challenges) and at some point, will have a negative impact that we can't necessarily identify prior to an event happening. We need financial support to provide the services we are expected to deliver.

Our agency needs to renovate our main station, replace apparatus, and hire additional staff, keep the ambulances stocked and provide the community with the support it expects. With a six-million-dollar budget and estimated five to seven million in expenses in anticipated rolling stock and brick and mortar improvements, I hope you can understand how the Scappoose Fire District is not keen at all for any extension that eliminates the revenue we desperately need to provide services.

If we do end up asking the voters for a bond or a levy (which is the direction our board is headed), one of our messages may be how new industry is causing the homeowners to endure the brunt and responsibility for the cost of protecting industry in our community. I am sure that the community will not be happy to hear this. I think the same will be true of the new PCC campus. We are being told that there will be no community college classes (general education) and the only classes held there are for students who are accepted in the OMIC project. This has the classic resemblance of a bait and switch.

To be clear, we are a supporter of our community. We are actively engaged in the promotion and process of welcoming and working with the new industry coming to our community. We will continue to be a welcoming partner of economic development. Unfortunately, our voice is going to have to start getting louder until we can receive the necessary support to provide the services that the community expects. Our story will have to be told until it is no longer ignored.

It is unfortunate both tax deferral programs do not have mechanisms in place for industry to help eliminate their impact on fire and life safety. If you were able to assist in negotiating some sort of relief with Cascade Tissue and any other incoming industry, we may be willing to change our position. Perhaps you have not heard this story and the associated challenges of a service district such as ours. I can only hope that we can be considered and consulted in the future before these impacts are encumbered upon us. There is an inherent and mutually beneficial relationship that should be fostered between us as a partner in economic development. I hope this is something we can both agree on and seek ways to work with each other in the future.

I appreciate you taking the time to read this note, and I do hope we can connect about ways we can work together.

Mahalo,

**Jeff Pricher**

**Fire Chief / Fire Marshal**

**Scappoose Fire District**

**52751 Columbia River Highway**

**P.O.BOX 625**

**Scappoose, Oregon 97056**

**503-543-5026 (PH)**

971 278-2369 (Direct)

971-325-4788(CELL)

503-543-2670 (FAX)

[jpricher@srfd.us](mailto:jpricher@srfd.us)

<http://www.ccfiremarshal.com>

[www.srfd.us](http://www.srfd.us)



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*Chatham Light 1808 Cape Cod*



Scappoose RFPD ~

You all make me proud! You do a great job and I am particularly proud of the great job you did for me. "My" guys! Scott, Brandon, Brian, Jacob & Zack, picked me up, packaged me, and flew low into Enmanuel. All around, it was really fun ride and whatever you did

worked well. By the time we were 2/3's of the way there functions that were lost returned. So, the ride was great, it's pretty weird looking up at the lights instead of down at the patient and it was a little like a reunion. I'm doing well and am extremely grateful for your efforts on my behalf.

Peter Richards

PS, Don't pig out on the Amazon!