

Scappoose Rural Fire District
Board of Directors Regular Meeting

Thursday, June 8, 2023

Microsoft Teams meeting

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Meeting ID: 273 755 937 628

Passcode: khapZx

- I. Call to Order & Flag Salute
- II. Roll Call
- III. Public Hearing for 2023-24 Approved District Budget
- IV. Public Comment

“This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President.”
- V. Consent Agenda
 - A. Approve Minutes from 5-11-2023 regular meeting
 - B. Approve Minutes from 5-25, 2023 special meeting
 - C. Approve May 2023 Profit & Loss Detail
 - D. Approve May 2023 Budget vs. Actual
- VI. Statistical Data
 - A. Ambulance Activity Report
 - B. Response Activity Report
 - C. UAS Flight Summary
- VII. Staff Reports
 - A. Chief’s Report
 - B. Operations Report
 - C. EMS Operations Report

- D. Fire Marshal & Training Report
- E. Member Outreach/Battalion Aide Report
- F. Finance Report

- VIII. Old Business
 - A. 2023-24 Budget Resolution No. 2023-01
 - B. Lexipol Policy Updates

- IX. Committee Reports
 - A. Management Team
 - B. Long Range Planning Committee
 - C. Awards & Incentives – LOSAP forfeitures update

- X. Miscellaneous

- XI. New Business
 - A. Establishment of District’s Annual PEHP contribution
 - B. Set maximum contribution to Sect. 125 plan
 - C. Declare Surplus Items

- XII. Communications

- XIII. Good of the Order

- XIV. Adjourn

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

PREVIOUS MEETING MINUTES

Scappoose Rural Fire District

Board of Directors Regular Meeting

Thursday, April 13, 2023

Microsoft Teams meeting

- I. **Call to order & flag salute:** President Reeves call the meeting to order and led the Pledge of Allegiance at 7:49 pm.
- II. **Roll call:** President Reeves, Vice-President Gift, Director Sorenson, Director Graham, Director Krieck, Chief Pricher, Chief Bautista, Lt. DuBois, FF Zimbrick, David Grant, FA Heath, Karleigh Booth, Lt. Anderson, FF Hughes, FF Mathews, FF Brehm.
Chief Marks and Lt. Heuer attended virtually.
- III. **Public comment:** None.
- IV. **Consent Agenda Discussion:**
 - A. Approve Minutes from the 4-13-2023 regular meeting. No discussion.
 - B. Approve April 2023 Profit & Loss Detail: Director Gift brought to Chief Pricher's attention a \$75,000 check. Chief Pricher explained that the check is paying for UAS training that Scappoose Fire District is hosting with Global UAS Solutions. The class starts next week, and we are hosting two classes. It is a grant-funded class (pass-through grant). We wanted to get the check cut early so we can get reimbursed before the end of the fiscal year.
 - C. Approve April 2023 Budget vs. Actual: We budgeted \$30,000 and we have \$46,028 conflagration.
Director Gift asked if we are done with GEMT, or if we are still expecting more. FA Heath explained that one of the checks that was signed earlier tonight was the leverage money for the fee for service for GEMT and we are expecting \$51,000 more by the end of June.
Director Gift asked about the gas royalties. Chief Pricher explained that the gas royalties were an accident by the county, they overpaid everyone last year. We won't see any more for at least another year.
Director Gift asked why the miscellaneous revenue is -\$22,000. Chief Pricher said that was an estimate by Mr. Bloomquist last year. We thought we were going to bring in that much money but ended up not.
Director Graham moved to approve the consent agenda. Seconded by Director Sorenson. The motion carried unanimously.
- V. **Statistical Data Discussion:**
 - A. Ambulance Activity Report: Director Gift asked how close we are to getting the

new medic out. Chief Marks explained that we are just waiting on the state. We are hoping by next week.

B. **Response Activity Report:** Chief Pricher said some of the graphs did not have all the data when it was sent out, it has been updated on the website.

C. **UAS Flight Summary:** President Reeves noted that we were very busy. Chief Pricher stated that it will most likely be a lot busier next month with all the new people training. Director Graham asked if these were all training flights, Chief Pricher explained that some were training, while others were missions. Director Sorenson would like just a basic summary of the flights. Chief Pricher will work on making a more basic summary for the board, but we are trying to be transparent with all the data for the public. Chief Pricher said we got a lot of compliments about the data from people at the conference he was recently at.

VI. **Staff Reports:**

A. **Chief's Report:** Director Gift asked what the meeting with the City of Scappoose was about. Chief Pricher let him know the meeting was about the IGA.

Director Graham asked if there will be/has been any fallout with Cascade Tissue closing. Chief Pricher explains the levy, and that we will need to talk to the county about taxes. They will still have to maintain their fire protection systems. They will still have to pay the electrical bill because the electrical system is what provides our radio coverage in the building. Discussion about the enterprise zone.

Director Gift asked what the meeting with Chief Dunkle about the surplus engine was for. Chief Pricher explained that there is a start-up fire district in Southern Lane County, and they will be doing a contract with South Lane Fire and Rescue. Since they are a start-up district, we told them that we would sell them the engine for \$1. Sauvie Island Fire also donated some vehicles including an engine. Director Sorenson asked if we have any other rolling equipment. We are still discussing what we will keep, surplus, or donate.

B. **Operations Report:** Director Graham asked if we have ordered the water tender and fire engine yet. Chief Pricher answered yes, they should be delivered between December 2023 and February 2024. We will be getting a cab-over traditional fire engine.

Director Sorenson asked if we will be getting a new roof on the Chapman Station this fiscal year. Chief Marks and Chief Pricher will discuss this and see if there is anything we can do to complete it before the new fiscal year. Some people have made comments about the tarp on the roof. Director Reeves remarked that she likes the total mileage by month on the apparatus. Chief Pricher explained that this is new, and it is still a work in progress.

C. **EMS Operations Report:** Director Sorenson asked about the ASA work that is being done and if it is concluding anytime soon. Chief Marks explained that the county got the final draft and released it to EMS leadership on Monday. Chief Marks has some wording he would like to be looked at and revised. They are also still looking at the boundaries, and those need to be clarified. They are taking it to the county board of commissioner's workshop on May 24, and it will be sent to the State for approval shortly after that.

D. **Fire Marshal & Training Report:** Director Gift asked how the inspection program is going. Chief Bautista said there have been some hiccups due to training and time.

The addition of the part-time Battalion Chief will hopefully help with that. Director Gift asked if business/property owners have been good about giving the information needed ahead of time. Chief Bautista explained that they have been pretty good about it, but sometimes people get busy and need a couple of reminders before we get the information needed. Chief Pricher stated that 544 training hours in April did not show up on page 50. Firefighters are moving forward will skills tests and tasks books. The Academy finished their live fire last month, we are just waiting for one more recruit to finish their final and if they pass, we will have 3 graduates. We have a tentative date of Friday, June 30 at 6:00 pm for graduation. The location is TBD. We will send out an email to the board members prior to academy graduation with all the details.

E. Member Outreach/Battalion Aide Report: Director Gift asked if the volunteer handbooks are done. Chief Pricher stated that they are almost there, waiting for final approval.

F. Finance Report: Director Reeves thanked FA Heath for all her hard work. Director Sorenson asked if the audit was done. FA Heath explained that it is done and submitted. Marina+Co. helped a lot. The next audit will hopefully be in July. We are hoping to get an engagement letter soon, it could be in July or August.

VII. **Old Business:**

A. Major Budget Item Discussion: No comment.

B. Lexipol Policy Updates: No comment.

VIII. **Committee Reports**

A. Management Team: Did not meet.

B. Long Range Planning Committee: Did not meet.

C. Awards & Incentives – LOSAP forfeitures update: Chief Pricher stated that we are still working on it. Director Sorenson had questions about whether the volunteers are given the criteria for LOSAP. Discussion about it being a part of the onboarding process. Chief Pricher explained that most people who had issues were already volunteering when the program started. Discussion surrounding LOSAP. The decision was not based on the IRS, it was an arbitrary decision. Director Kriek asked if we still need to decide what to do with the money. Chief Pricher said it will be brought up again at the next board meeting.

IX. **Miscellaneous:** None.

X. **New Business**

A. IGA with the City of Scappoose regarding police powers: Chief Pricher explains the IGA. Special districts do not have the power to do anything except send them to collections. The city asked if we would be interested in having the ability to cite someone in municipal court, which would have a bigger impact than just telling someone to not do it again. Lawyers have been going over this for a long time and we have been going back and forth for over a year. This would be the first agreement of this kind with the City of Scappoose, but Vernonia Fire has a similar agreement

with the Sheriff's Department where some of Vernonia's staff are considered special deputies. Chief Pricher recommends giving us the ability to sign the agreement with the City of Scappoose. If signed, it would only be within the city limits. Director KriECK asked who would get the revenue from the fines. Chief Pricher said it would be a 75/25% split (we get the 75%). Director Gift asked if this goes through would we pursue it with the county as well? Chief Pricher currently recommends no. There would be a lot of training to be done for a few of the staff. Not everyone will be trained to give citations. If this goes through, we would like it to be a slow roll-out. Director KriECK asked if DEQ would also get involved with illegal burns. Chief Pricher explains that it depends, and we never hear any follow-up. Director Gift asked what governs us regarding fireworks and if we come across a significant number of them. Chief Bautista explained that ORS and the Oregon Fire Codes are what govern how they are dealt with. Discussion surrounding enforcing codes.

Director Reeves stated that SRFD will receive 95% of the revenue and the city will receive 5%. Director Sorenson asked how big of a problem fireworks are in the city. Chief Pricher explained that it gets complicated, and it can be an offline conversation.

Director Gift motioned to approve, and Director KriECK seconded. The motion carried unanimously.

B. Ordinance 23-01 Establishment of Civil Service Commission, first reading:

Chief Pricher explains that this is important because it gives us the ability to establish the hiring process and protocols. Chief Marks explained that we came up with the rules by combining a few different sets. We wanted to make sure that we stayed as close to the ORS as possible to ensure we are following the intent of the law. We have the testing process set up. Director Gift said a concern he has is that the document needs to be edited/proofed again. Director Gift doesn't think the board can approve the rules until the document has been edited. Chief Marks explains that the board does not approve the rules. The board has to set forth the ordinance, and with that ordinance, you will approve three civil service commissioners. Then those civil service commissioners are the ones who approve the rules. It is a draft document, but we wanted to move it forward and show the progress that is being made. It is still a living document, but we need to get the first reading done.

President Reeves opened the public hearing on ordinance 23-01. No comment.

President Reeves closed the public hearing on ordinance 23-01.

ORS 198.550 states that before it can be adopted there has to be a minimum of 6 days in between. This is not an emergency, but we do need to get moving on this for a couple of reasons. The first is that we have a process we need to get through for hiring a new lieutenant. The next is because a neighboring agency would like to join our civil service commission. The staff recommendation is to meet again in two weeks. At the next meeting, the commissioners would also be approved. Two weeks will be May 25th. Director Graham will be unavailable, and Director Gift will get back to Director Reeves about his availability. The items on the agenda for a meeting in two weeks would be the civil service commission and approving the civil service commissioners. Will have a list of people ready by the next meeting. President Reeves did the first reading for Ordinance 23-01 Establishment of Civil Service Commission.

XI. **Communications:**

A. **EKU Magazine Publication:** Director Sorenson congratulated Chief Bautista on the article. Chief Pricher and Chief Greisen also got awards from the Fire Chief's Association. We received an award for communications at the Exponential Conference in Denver.

2023 Radio Conference in Hood River. We almost broke the record for the number of video streams going through the platform. We tied the record at 25 streams across the country.

Thank you from the Johnsons.

Letter to Chief Bautista from FM Global fire prevention.

XII. **Good of the Order:**

A. **Fire Prevention Grant Award**

President Reeves thanked everyone for their hard work.

XIII. **Adjourn:**

President Reeves called for a motion to adjourn the meeting, Director Graham moved, Director Krieck seconded, and the meeting adjourned at 8:48 pm.

Scappoose Rural Fire District

Board of Directors Special Meeting

Thursday, May 25, 2023

4:00 pm

Microsoft Teams meeting

Join on your computer, mobile app or room
device

I. Call to order and Flag Salute

Vice President Gift called the meeting to order at 4:07 pm.

II. Roll Call

Vice President Gift, Director Kriek, Director Sorenson, Chief Marks, FF Kriek, NIFF Curio, FA Heath

Remote attendees: President Reeves, Chief Pricher

III. Public Comment: None

IV. Old Business:

a. Ordinance 2223-001 establishment of Civil Service Commission, second reading

Vice President Gift read the title of the Ordinance to establish a civil service commission.

Vice President Gift opened the hearing for Public Comment. There was none.

Vice President Gift closed the hearing.

Director Kriek moved to adopt Ordinance 2223-001

Director Sorenson seconded.

Motion carried unanimously.

b. Appointment of Civil Service Commissioners

Three citizens expressed interest in serving as commissioners: Ted Moon, Jim Jones, and James Lee.

Two of three have signed letters. James Lee, through email with Chief Marks, has confirmed interest in serving on the commission. Chief Marks will forward the email to Board Members. A signed letter from Mr. Lee is expected within the next two weeks.

Clatskanie FD has shown interest in joining the commission, and has indicated to Chief Marks, that the three commissioners are acceptable to Clatskanie FD.

Director Sorenson moved to approve Ted Moon to position #1.
Director Kriek seconded.

Motion passed unanimously.

Director Sorenson moved to approve Jim Jones to position #2.
Director Kriek seconded.

Motion passed unanimously.

Director Sorenson moved to approve James Lee to position #3.
Director Kriek seconded.

Motion passed unanimously.

Director Sorenson moved to adjourn.

Director Kriek seconded.

Motion passed unanimously.

Meeting adjourned at 4:25 PM

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses					
Income					
1. GENERAL FUND REVENUES					
	EMS Receipts				\$74,577.04
	FireMed				\$405.00
	G.E.M.T. (Medicaid)				\$ -7,852.42
	Miscellaneous Revenue				\$1,742.96
	Property Taxes				
	Taxes - Current				\$13,707.70
	Taxes - Prior Years				\$5,065.95
	Total for Property Taxes				\$18,773.65
	Total for 1. GENERAL FUND REVENUES				\$87,646.23
	2. GRANT FUND REVENUE				\$2,955.00
	Total for Income				\$90,601.23
Expenses					
1..GENERAL FUND EXPENDITURES					
1...					
1.1 GENERAL FUND PERSONNEL SVCS					
550 Insurance					
05/04/2023	Deposit			Salisbury insurance pymt	-758.03
05/11/2023	Bill	05012023	S.D.I.S.	Health Insurance Premiums	27,631.16
05/11/2023	Bill	05142023	Standard Insurance	Life, LTD, & AD&D	1,347.61
05/11/2023	Bill	052023	HRA VEBA Trust	Vacation to PEHP 2023	8,699.40
05/11/2023	Bill	879962	WHA Insurance	Group Ins - Installment	1,920.00
05/12/2023	Deposit			Benefit Help Solutions(FSA)	-135.00
05/25/2023	Bill	052023	HRA VEBA Trust	May ER contributions	9,580.73
05/25/2023	Expense	052023	Paychex - tax	OR ER Work Benefit	58.44
05/25/2023	Expense	052023	Paychex Payroll	Flex spd- cash out	9,802.84
05/30/2023	Deposit			employee insurance reimbursement	-758.03
	Total for 550 Insurance				\$57,389.12
560 Personnel Salaries					
05/11/2023	Bill	051623	American Heritage Life Insurance Co.	Misc employee insurance	136.90
05/11/2023	Bill	052023	Principal Financial Group	Employee Insurance	109.99
05/11/2023	Bill	05142023	Standard Insurance	Short Term Disability	530.30
05/12/2023	Expense		P.E.R.S.	ER PERS IAP	13,185.96
05/25/2023	Bill	052023	Tualatin Valley Fire Fighters Union	May Union Dues	2,516.26
05/25/2023	Expense	052023	Voya - Oregon Savings Growth Plan	May loan repayment	129.80
05/25/2023	Expense	052023	Paychex Payroll	Deferred Compensation	8,362.44
05/25/2023	Expense	052023	Paychex Payroll	FLSA - OT	9,254.63
05/25/2023	Expense	052023	Paychex Payroll	Incentives	1,964.86
05/25/2023	Expense	052023	Paychex Payroll	Longevity	1,116.82
05/25/2023	Expense	052023	Paychex Payroll	Phone pay	100.00
05/25/2023	Expense	052023	Paychex Payroll	OT	14,307.31
05/25/2023	Expense	052023	Paychex Payroll	Balance of Net Pay	82,489.61
05/25/2023	Expense	052023	Paychex Payroll	ShiftDf- Acting Lt. Pay	102.59
05/25/2023	Expense	052023	Voya - Oregon Savings Growth Plan	May OSGP Contributions	21,006.32
05/25/2023	Bill	052023	Inroads Credit Union	May food fund	850.00
05/25/2023	Bill	052023	HRA VEBA Trust	May EE contributions	2,496.00
05/25/2023	Expense	052023	Paychex Check	Contract payment	1,361.00
05/25/2023	Expense	052023	Paychex - tax	Employee Taxes Withheld	53,249.72
	Total for 560 Personnel Salaries				\$213,270.51
570 SocSec/Medicare(FICA)					
05/25/2023	Expense	052023	Paychex - tax	ER Payroll Taxes	16,924.10
	Total for 570 SocSec/Medicare(FICA)				\$16,924.10
580 Volunteer Services					
05/11/2023	Bill	052023	Greenup, Cade	May. cell phone use	34.00
05/11/2023	Bill	052023	Greisen, Michael S.	May cell phone use	34.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 580 Volunteer Services					\$68.00
590 Personnel Benefits					
05/12/2023	Expense		P.E.R.S.	ER PERS RHIA-UAL	35.99
05/12/2023	Expense		P.E.R.S.	ER Pension PERS Contrib	57,814.87
05/16/2023	Expense		Benefit Help Solutions(FSA)	Monthly fee	125.00
Total for 590 Personnel Benefits					\$57,975.86
Total for 1.1 GENERAL FUND PERSONNEL SVCS					\$345,627.59
1.2 GENERAL FUND MATERIAL & SVC					
670 Contract Services					
05/25/2023	Bill	23-00221	Merina+Co	Accounting Assistance	1,275.00
Total for 670 Contract Services					\$1,275.00
680 Communications Maintenance					
05/11/2023	Bill	772254	Day Wireless Systems	Male crimp/installation	52.65
Total for 680 Communications Maintenance					\$52.65
740 Uniforms					
05/11/2023	Bill	29134	Beyond Uniforms & Apparel	T-shirts	211.46
Total for 740 Uniforms					\$211.46
750 Maintenance on Equipment					
05/04/2023	Expense		Amazon	Ratchet crimp tool	42.95
05/04/2023	Expense		Amazon	Male plug crimp/coupler	30.57
05/07/2023	Expense		Amazon	4 magnetic mic/adapter	168.39
05/11/2023	Bill	16595	Pro Automotive & Diesel	2008 For PU ABS control, transmission	2,541.46
05/11/2023	Bill	0786448	Wilcox & Flegel	Midgrade Unleaded 150 Gal @ \$3.40933	569.37
05/11/2023	Bill	0786448	Wilcox & Flegel	250 Gal Bio-diesel @ \$3.07460	770.34
05/11/2023	Bill	16969	Pro Automotive & Diesel	2021 Freightliner express lube	450.00
05/11/2023	Bill	16876	Pro Automotive & Diesel	2005 Suburban transfer case removal & install	2,967.74
05/11/2023	Bill	9641454	Wilcox & Flegel	Midgrade Unleaded 125 Gal @ \$3.36520	468.96
05/11/2023	Bill	139973	Fast Lube and Oil	2005 Suburban service	94.45
05/11/2023	Bill	50966	National Hose Testing Specialties, Inc.	2023 hose & ladder testing	6,821.74
05/11/2023	Bill	919084	Sunset Auto Parts	Battery cable & terminals	50.91
05/11/2023	Bill	919119	Sunset Auto Parts	Xenon Capsules	141.46
05/11/2023	Bill	918186	Sunset Auto Parts	anitfreeze, grinder	187.77
05/11/2023	Bill	9641454	Wilcox & Flegel	115 Gal Bio-diesel @ \$3.12087	359.68
05/25/2023	Bill	17040	Pro Automotive & Diesel	2015 GMC Sierra oil change/A/C service	415.00
05/25/2023	Bill	052023	Oregon Dept of Aviation	FA37PAREHN	25.00
05/25/2023	Bill	920889	Sunset Auto Parts	Windshield wash	26.34
05/25/2023	Bill	052023	Oregon Dept of Aviation	FA37PC3WRX	25.00
05/25/2023	Bill	17153	Pro Automotive & Diesel	2008 GMC Replace A/C hose, recharge system	998.40
05/25/2023	Bill	704325	L.N. Curtis and Sons	SCBA flow testing - annual fee	5,604.90
Total for 750 Maintenance on Equipment					\$22,760.43
760 Administration					
05/01/2023	Expense		Amazon	comb bindings	14.11
05/02/2023	Expense		Oregon Employment Dept.	Application for OPFML plan	250.00
05/02/2023	Expense		Amazon	filing labels	20.75
05/03/2023	Expense		Amazon	Flash drives/correction tape	48.08
05/07/2023	Expense		Square	Transportation Denver Airport	61.00
05/10/2023	Expense		Amazon	Certificate holders	20.99
05/11/2023	Bill	66191	Local Government Law Group	1.5 hrs IGA, audit findings, exec sessions review	390.00
05/11/2023	Expense	Shuttle 'N Fly	PDX Airport Parking	C43 Exponential Conference	120.00
05/11/2023	Bill	124201	Pacific Office Automation, Inc.	Color copies	150.34
05/11/2023	Bill		Oregon Health Authority	FFS admin fees for GEMT 7/21-6/22	1,570.48
05/12/2023	Expense		US Bank	Analysis Service Charge	16.95
05/12/2023	Expense		FAADroneZone	UAS Registration	15.00
05/18/2023	Expense		Fred Meyer	EMS week supplies	51.49
05/24/2023	Expense		Amazon	Label maker tape	9.69
05/25/2023	Bill	128022	Pacific Office Automation, Inc.	B/W copies - May charges	57.98
05/25/2023	Expense	052023	Paychex Invoice	payroll processing invoice	205.85
05/25/2023	Bill	052023	Jeremiah Hughes	Reimburse postal fees/rope rescue	10.40

Scappoose Rural Fire Protection District

Profit and Loss Detail

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 760 Administration					\$3,013.11
765 Information Technology					
05/01/2023	Expense		Apple Inc.	monthly storage fee	2.99
05/03/2023	Expense		JAMF Software, LLC	monthly subscription	184.00
05/04/2023	Expense		Apple Inc.	ProAltimeter-Barometric GPS license	9.90
05/11/2023	Bill		ImageTrend	Webinar training session	900.00
05/11/2023	Bill		ImageTrend	Community Health Add-on	4,500.00
05/11/2023	Bill	052023	Comcast Business	Main station IT	253.85
05/11/2023	Bill	52308	EMS Technology Solutions, LLC	Op IQ fleet mgmt licenses	120.00
05/11/2023	Bill	9933853072	Verizon Wireless	Machine to machine	7.87
05/11/2023	Bill	83239	Centerlogic, Inc.	Monthly billing for May	1,676.50
05/11/2023	Bill	83015	Centerlogic, Inc.	1.5 hr @ \$115	172.50
05/12/2023	Expense		Firms App Ltd	monthly recurring	6.52
05/18/2023	Expense		CenturyLink	Main Station Back-up	60.00
05/18/2023	Expense		CenturyLink	Holbrook modem	75.00
05/24/2023	Expense		Intuit Quickbooks	QB Online monthly fee	85.00
05/25/2023	Bill	708197	Spectrum VoIP	VOIP monthly charge + annual FCC fees	76.58
05/25/2023	Bill	052023	CenturyLink	Chapman Internet	83.57
05/25/2023	Bill	287287321203	AT&T Mobility	May. Wireless phone bill	455.42
05/25/2023	Bill	83598	Centerlogic, Inc.	3.5 hr @ \$115	345.00
05/25/2023	Bill	9933784133	Verizon Wireless	iPhones & iPads	576.23
05/25/2023	Bill	10436812	City of Portland	800 MHZ access	157.89
Total for 765 Information Technology					\$9,748.82
770 Cleaning Materials & Supplies					
05/15/2023	Expense		Amazon	Broom, coat hooks, dustpan	143.12
05/15/2023	Expense		Amazon	Broom heads	37.44
05/18/2023	Expense		Amazon	40 Gal garbage bags	128.97
05/25/2023	Expense		Amazon	Soft Scrub	46.17
05/25/2023	Expense		Amazon	Simple Green	36.99
Total for 770 Cleaning Materials & Supplies					\$392.69
775 Emerg. Operating Supplies					
05/11/2023	Bill	23217	SeaWestern Fire Apparatus	2 sets turnouts	7,465.16
05/11/2023	Bill	918186	Sunset Auto Parts	oil dry	45.96
05/11/2023	Bill		Sunset Auto Parts	wire wheel crimped, oil absorb	26.98
05/13/2023	Expense		Amazon	10 Fire Safety Goggles	159.90
05/25/2023	Bill	23664	SeaWestern Fire Apparatus	6 pr. Wildland boots	1,982.10
05/25/2023	Bill	23394	SeaWestern Fire Apparatus	8 - 5 inch 33 ft. hose	3,981.36
05/25/2023	Bill	23394	SeaWestern Fire Apparatus	5 - 4 inch 50 ft hose	3,269.25
05/25/2023	Bill	23394	SeaWestern Fire Apparatus	11 - 4 inch 100 ft hose	9,907.04
05/25/2023	Bill	23712	SeaWestern Fire Apparatus	61pr. Wildland boots	344.60
05/25/2023	Bill	4307	Cascade Fire Equipment	Hose/coupling	299.59
Total for 775 Emerg. Operating Supplies					\$27,481.94
780 Building & Grounds Maint.					
05/08/2023	Expense		Amazon	Eye wash station	102.00
05/09/2023	Expense		Amazon	Eye wash solution	75.18
05/11/2023	Bill	918133	Sunset Auto Parts	anti static fuel hose	84.68
05/11/2023	Bill	196942	Paramount Pest Control Inc.	Chapman Station pest control	110.00
05/11/2023	Bill	05052023	Complete Carpet Services	Main station carpet cleaning	1,236.44
05/11/2023	Bill	197531	Paramount Pest Control Inc.	Main station inspection/control	89.00
05/25/2023	Bill	101399930	Columbia NW Heating & Air	Replace/install temp sensor	238.35
05/25/2023	Bill	919990	Sunset Auto Parts	Exhaust fan belts for bay	38.78

Scappoose Rural Fire Protection District

Profit and Loss Detail

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 780 Building & Grounds Maint.					\$1,974.43
790 Training					
05/03/2023	Expense		Best Western St Helens	Lodging for Rope Instructor	249.89
05/11/2023	Bill		Jacob Green	EMS License - Green	55.00
05/11/2023	Bill	052023	Zimbrick, Austin	Reimburse UAS Part 107 Test fees	175.00
05/11/2023	Bill	052023	Tim Hennigan	Airfare reimbursement ImageTrend Conference	637.80
05/11/2023	Bill	052023	DuBois, Brian	Reimburse UAS Part 107 Test fees	175.00
05/17/2023	Expense		FEMA Guest Services	Bautista meal ticket	347.84
05/17/2023	Expense		FEMA Guest Services	K Booth meal ticket	347.84
05/25/2023	Bill	052023	Curio, Kathryn	Reimbursement Part 107 exam	175.00
05/25/2023	Bill	20198	Crux Rescue LLC	ROPE wkshp	587.50
05/25/2023	Bill	052023	Pricher, Jeffrey	Uber Exponential Conf	51.94
Total for 790 Training					\$2,802.81
810 Utilities					
05/11/2023	Bill	05162023	P.G.E.	Cleetwood	90.76
05/11/2023	Bill	04152023	City of Scappoose	Base water charge	37.58
05/11/2023	Bill	052023	Graybar Financial Services	Voip phones	299.25
05/11/2023	Bill	04152023	City of Scappoose	water and sewer monthly charges	370.12
05/11/2023	Bill	05/2023	Comcast	Xfinity - Acct 0162514	29.81
05/11/2023	Bill		Waste Management of Oregon, Inc.	Apr. garbage/recycling	160.24
05/11/2023	Bill	052023	N.W. Natural Gas	Monthly charges Acct 447881-4	167.55
05/25/2023	Bill	052023	CRPUD	Boathouse Electricity	50.73
05/25/2023	Bill	052023	CenturyLink	Main Station Fax	60.54
05/25/2023	Bill	052023	CenturyLink	Chapman Phone	61.04
05/25/2023	Bill	052023	CRPUD	Main Station Electricity	704.06
05/30/2023	Expense	052023	W.O.E.C.	Acct 13045001 - May billing	335.58
Total for 810 Utilities					\$2,367.26
870 EMS Operations					
05/08/2023	Expense		Oregon Health Authority	Recertification fees	200.00
05/08/2023	Bill	84938502	Bound Tree Corp.	EMS supplies	45.81
05/08/2023	Vendor Credit	70333710	Bound Tree Corp.	customer billing credit (inv#70333710)	-45.81
05/09/2023	Expense		Oregon Health Authority	EMS licenses	2,135.00
05/11/2023	Bill	1324298	Life-Assist, Inc.	EMS supplies	13.32
05/11/2023	Bill	1324298	Life-Assist, Inc.	EMS supplies	13.32
05/11/2023	Bill	84938503	Bound Tree Corp.	EMS supplies	194.77
05/11/2023	Bill	9997012500	Airgas - USA, LLC	Cylinder Rental	75.48
05/11/2023	Bill	1324300	Life-Assist, Inc.	EMS supplies	13.32
05/11/2023	Bill	9137816303	Airgas - USA, LLC	Standard Invoice	224.29
05/11/2023	Bill	1323458	Life-Assist, Inc.	EMS supplies	180.28
05/11/2023	Bill	52308	EMS Technology Solutions, LLC	Op IQ inventory & asset mgmt licenses	150.00
05/11/2023	Bill	052023	Sasek, Dean MD	Physician Advisor - May 2023	691.67
05/11/2023	Bill	1302073	Life-Assist, Inc.	EMS supplies	1,467.73
05/11/2023	Bill	84938502	Bound Tree Corp.	EMS supplies	29.18
05/11/2023	Bill	1313977	Life-Assist, Inc.	EMS supplies	2,434.63
05/15/2023	Expense		Amazon	Stackable storage bins	67.21
05/15/2023	Expense		Amazon	10 headlamps	199.50
05/15/2023	Expense		Amazon	2 storage bins	159.98
05/15/2023	Expense		Oregon Health Authority	Recertification fees	355.00
05/16/2023	Expense		Amazon	Stackable storage bins	260.60
05/25/2023	Bill	1326986	Life-Assist, Inc.	EMS supplies	102.71
05/25/2023	Bill	1326988	Life-Assist, Inc.	EMS supplies	584.03
05/25/2023	Bill	20231008	Systems Design West (SDW)	Apr. EMS billing	1,945.51
05/25/2023	Bill	9137960349	Airgas - USA, LLC	Standard Invoice	320.08
Total for 870 EMS Operations					\$11,817.61

Scappoose Rural Fire Protection District

Profit and Loss Detail

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1.2 GENERAL FUND MATERIAL & SVC					\$83,898.21
1.3 GENERAL FUND CAPITL OUTLAY					
910 CO Equipment					
05/11/2023	Bill	2023-006	Global UAS Solutions	Two A-450 Pilot classes	75,000.00
05/23/2023	Bill	4171324	Dedrone Holdings, Inc	Dedrone tracker	50,000.00
05/25/2023	Bill	33050158	Adorama	Anafi Parrot UAS -	13,522.73
05/25/2023	Bill	33056073	Adorama	Autel EVO II	4,705.88
Total for 910 CO Equipment					\$143,228.61
Building Improvements					
05/11/2023	Bill		Keystone Architecture & Project Management, LLC	SRFD Expansion Planning - modifications	10,134.95
Total for Building Improvements					\$10,134.95
Total for 1.3 GENERAL FUND CAPITL OUTLAY					\$153,363.56
Total for 1...					\$582,889.36
Total for 1..GENERAL FUND EXPENDITURES					\$582,889.36
2. GRANT FUND EXPENSE					
2.3 MATERIALS & SERVICES					
05/11/2023	Bill	2254	Digital Graphiti Printing LLC	4 x 4 Signs ORPIC Grant #6	75.00
05/11/2023	Bill	05-198010	DocuMart Printing & Copying	Labels ORPIC Grant #6	163.20
Total for 2.3 MATERIALS & SERVICES					\$238.20
Total for 2. GRANT FUND EXPENSE					\$238.20
Unapplied Cash Bill Payment Expense					
05/18/2023	Bill Payment (Check)	36528	Dedrone Holdings, Inc		50,000.00
05/23/2023	Bill	4171324	Dedrone Holdings, Inc	Dedrone tracker - Grant 5	-50,000.00
05/27/2023	Bill	05272023	US Bank	April CC charges	-6,818.32
05/30/2023	Bill	05272023	US Bank	5-27-23	309.66
05/30/2023	Bill	05272023	US Bank	5-27-23	557.99
05/30/2023	Bill	05272023	US Bank	5-27-23	495.39
05/30/2023	Bill	05272023	US Bank	5-27-23	4,759.60
05/30/2023	Bill	05272023	US Bank	5-27-23	695.68
Total for Unapplied Cash Bill Payment Expense					\$0.00
Total for Expenses					\$583,127.56
Net Income					\$ -492,526.33

BUDGET VS ACTUAL

Scappoose Rural Fire Protection District

Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	2,590,232.96	2,310,420.00	279,812.96	112.11 %
Conflagration	46,028.15	30,000.00	16,028.15	153.43 %
EMS Receipts	750,215.86	634,781.00	115,434.86	118.18 %
Fire Marshal	3,409.29	1,000.00	2,409.29	340.93 %
FireMed	22,941.25	20,000.00	2,941.25	114.71 %
G.E.M.T. (Medicaid)	165,106.78	50,000.00	115,106.78	330.21 %
Gas Royalties		20,000.00	-20,000.00	
Grant Awards	33,164.04	1,000.00	32,164.04	3,316.40 %
Interest Earned on Investments	73,267.38	5,000.00	68,267.38	1,465.35 %
Miscellaneous Revenue	39,806.90	60,528.00	-20,721.10	65.77 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,947,213.22	2,897,007.00	50,206.22	101.73 %
Permanent Rate Levy	1,623,422.02	1,629,565.00	-6,142.98	99.62 %
HERT Turnover	119.44		119.44	
Total Permanent Rate Levy	1,623,541.46	1,629,565.00	-6,023.54	99.63 %
Total Taxes - Current	4,570,754.68	4,526,572.00	44,182.68	100.98 %
Taxes - Prior Years	111,718.16	85,000.00	26,718.16	131.43 %
Total Property Taxes	4,682,472.84	4,611,572.00	70,900.84	101.54 %
Total 1. GENERAL FUND REVENUES	8,406,645.45	7,744,301.00	662,344.45	108.55 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	51,158.60		51,158.60	
Grant Award	12,955.00	1,000.00	11,955.00	1,295.50 %
Total 2. GRANT FUND REVENUE	64,113.60	1,000.00	63,113.60	6,411.36 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	122,304.60	163,099.00	-40,794.40	74.99 %
Grant Income	200,000.00		200,000.00	
Interest Earned on Investments	9,665.87		9,665.87	
Transfers In	355,000.00	355,000.00	0.00	100.00 %
Total 3. PROPERTY FUND REVENUES	686,970.47	518,099.00	168,871.47	132.59 %
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	106,665.60	58,128.00	48,537.60	183.50 %
Interest Earned on Investments	3,621.68		3,621.68	
Transfers In	100,000.00	100,000.00	0.00	100.00 %
Total 4. PERSONNEL SVCS FUND REVEN	210,287.28	158,128.00	52,159.28	132.99 %
Total Income	\$9,368,016.80	\$8,421,528.00	\$946,488.80	111.24 %
GROSS PROFIT	\$9,368,016.80	\$8,421,528.00	\$946,488.80	111.24 %
Expenses				
1..GENERAL FUND EXPENDITURES				

Scappoose Rural Fire Protection District

Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	534,870.66	688,500.00	-153,629.34	77.69 %
560 Personnel Salaries	2,470,231.69	2,896,854.00	-426,622.31	85.27 %
570 SocSec/Medicare(FICA)	189,163.46	221,609.00	-32,445.54	85.36 %
580 Volunteer Services	15,847.89	20,000.00	-4,152.11	79.24 %
590 Personnel Benefits	656,817.14	781,810.00	-124,992.86	84.01 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	3,866,930.84	4,608,773.00	-741,842.16	83.90 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	62,797.53	55,000.00	7,797.53	114.18 %
680 Communications Maintenance	2,990.91	15,000.00	-12,009.09	19.94 %
720 Public Fire Services	12,448.17	20,000.00	-7,551.83	62.24 %
730 Property & Liability Insur.	67,386.00	70,000.00	-2,614.00	96.27 %
740 Uniforms	7,737.98	20,000.00	-12,262.02	38.69 %
750 Maintenance on Equipment	115,041.39	150,000.00	-34,958.61	76.69 %
760 Administration	48,836.10	56,000.00	-7,163.90	87.21 %
765 Information Technology	104,265.68	120,000.00	-15,734.32	86.89 %
770 Cleaning Materials & Supplies	5,254.20	5,000.00	254.20	105.08 %
775 Emerg. Operating Supplies	74,394.11	80,000.00	-5,605.89	92.99 %
780 Building & Grounds Maint.	45,743.91	114,000.00	-68,256.09	40.13 %
790 Training	87,682.02	85,000.00	2,682.02	103.16 %
810 Utilities	30,668.58	40,000.00	-9,331.42	76.67 %
870 EMS Operations	113,564.26	160,000.00	-46,435.74	70.98 %
Total 1.2 GENERAL FUND MATERIAL & SVC	778,810.84	990,000.00	-211,189.16	78.67 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	246,228.70	225,528.00	20,700.70	109.18 %
Building Improvements	10,134.95		10,134.95	
Total 1.3 GENERAL FUND CAPITL OUTLAY	256,363.65	225,528.00	30,835.65	113.67 %
1.4 GENERAL FUND DEBT				
930 Debt Service Interest	4,260.54		4,260.54	
930 Debt Service Principal	59,392.18	65,000.00	-5,607.82	91.37 %
Total 1.4 GENERAL FUND DEBT	63,652.72	65,000.00	-1,347.28	97.93 %
Total 1...	4,965,758.05	5,889,301.00	-923,542.95	84.32 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	100,000.00	100,000.00	0.00	100.00 %
Transfers to Property Fund	355,000.00	355,000.00	0.00	100.00 %
Total 1.5 GENERAL FUND TRANSFER OUT	455,000.00	455,000.00	0.00	100.00 %
1.6 GENERAL FUND CONTINGENCY		400,000.00	-400,000.00	
1.7 GENERAL RESERVED FOR FUTURE		1,000,000.00	-1,000,000.00	
Total 1..GENERAL FUND EXPENDITURES	5,420,758.05	7,744,301.00	-2,323,542.95	70.00 %
2. GRANT FUND EXPENSE				

Scappoose Rural Fire Protection District

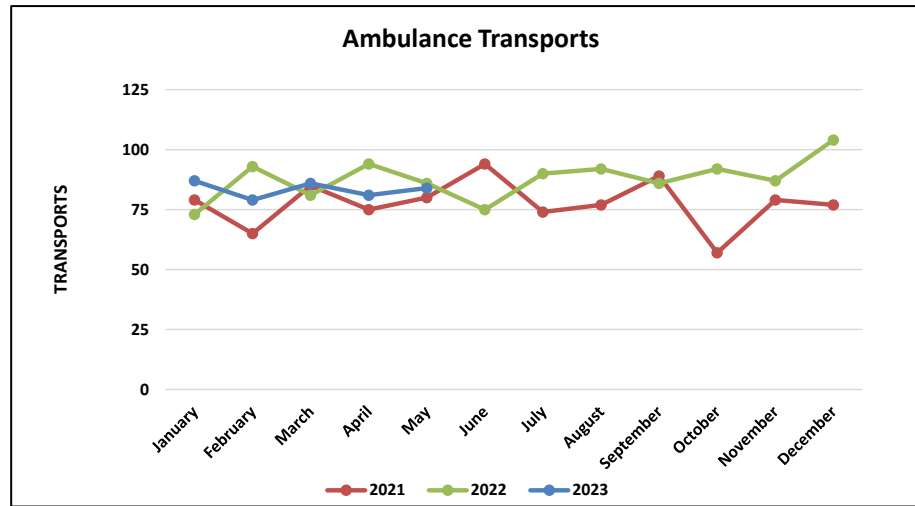
Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

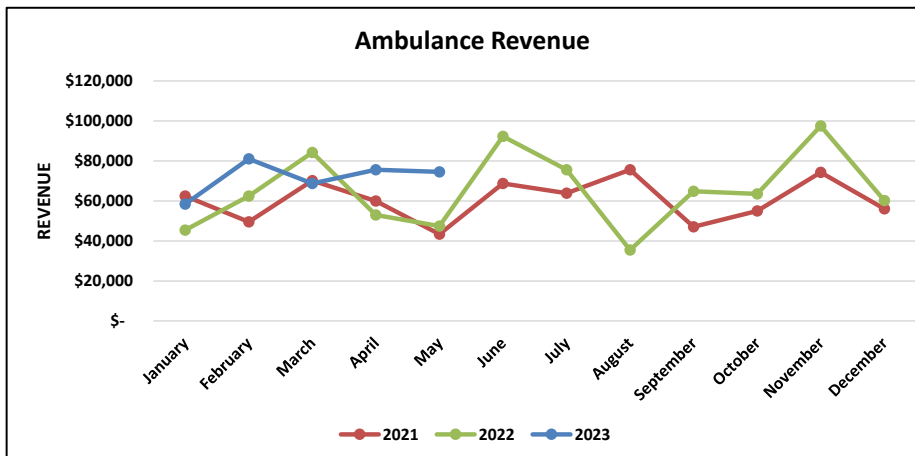
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
2.3 MATERIALS & SERVICES	13,559.71	1,000.00	12,559.71	1,355.97 %
Total 2. GRANT FUND EXPENSE	13,559.71	1,000.00	12,559.71	1,355.97 %
3. PROPERTY FUND CAPITAL OUTLAY				
EMS Apparatus & Equipment	238,434.82	220,599.00	17,835.82	108.09 %
Fire Apparatus & Equipment	37,373.48	250,000.00	-212,626.52	14.95 %
Miscellaneous Real Property		47,500.00	-47,500.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY	275,808.30	518,099.00	-242,290.70	53.23 %
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	4,669.00	150,000.00	-145,331.00	3.11 %
Reserved for Future Expenses		8,128.00	-8,128.00	
Total 4. PERSONNEL SVC FUND EXPENSE	4,669.00	158,128.00	-153,459.00	2.95 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$5,714,795.06	\$8,421,528.00	\$ -2,706,732.94	67.86 %
NET OPERATING INCOME	\$3,653,221.74	\$0.00	\$3,653,221.74	0.00%
NET INCOME	\$3,653,221.74	\$0.00	\$3,653,221.74	0.00%

**AMBULANCE BILLING
&
TRANSPORT REPORT**

Month	2021	2022	2023
January	79	73	87
February	65	93	79
March	85	81	86
April	75	94	81
May	80	86	84
June	94	75	
July	74	90	
August	77	92	
September	89	86	
October	57	92	
November	79	87	
December	77	104	



Month	2021	2022	2023
January	\$ 62,433	\$ 45,385	\$ 58,387
February	\$ 49,564	\$ 62,509	\$ 81,019
March	\$ 70,213	\$ 84,303	\$ 68,763
April	\$ 59,929	\$ 52,956	\$ 75,599
May	\$ 43,379	\$ 47,415	\$ 74,577
June	\$ 68,789	\$ 92,324	
July	\$ 63,882	\$ 75,581	
August	\$ 75,612	\$ 35,455	
September	\$ 47,015	\$ 64,803	
October	\$ 55,047	\$ 63,485	
November	\$ 74,287	\$ 97,509	
December	\$ 56,095	\$ 60,188	



**MONTHLY RESPONSE
&
ACTIVITY REPORTS**

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



MAY 2023

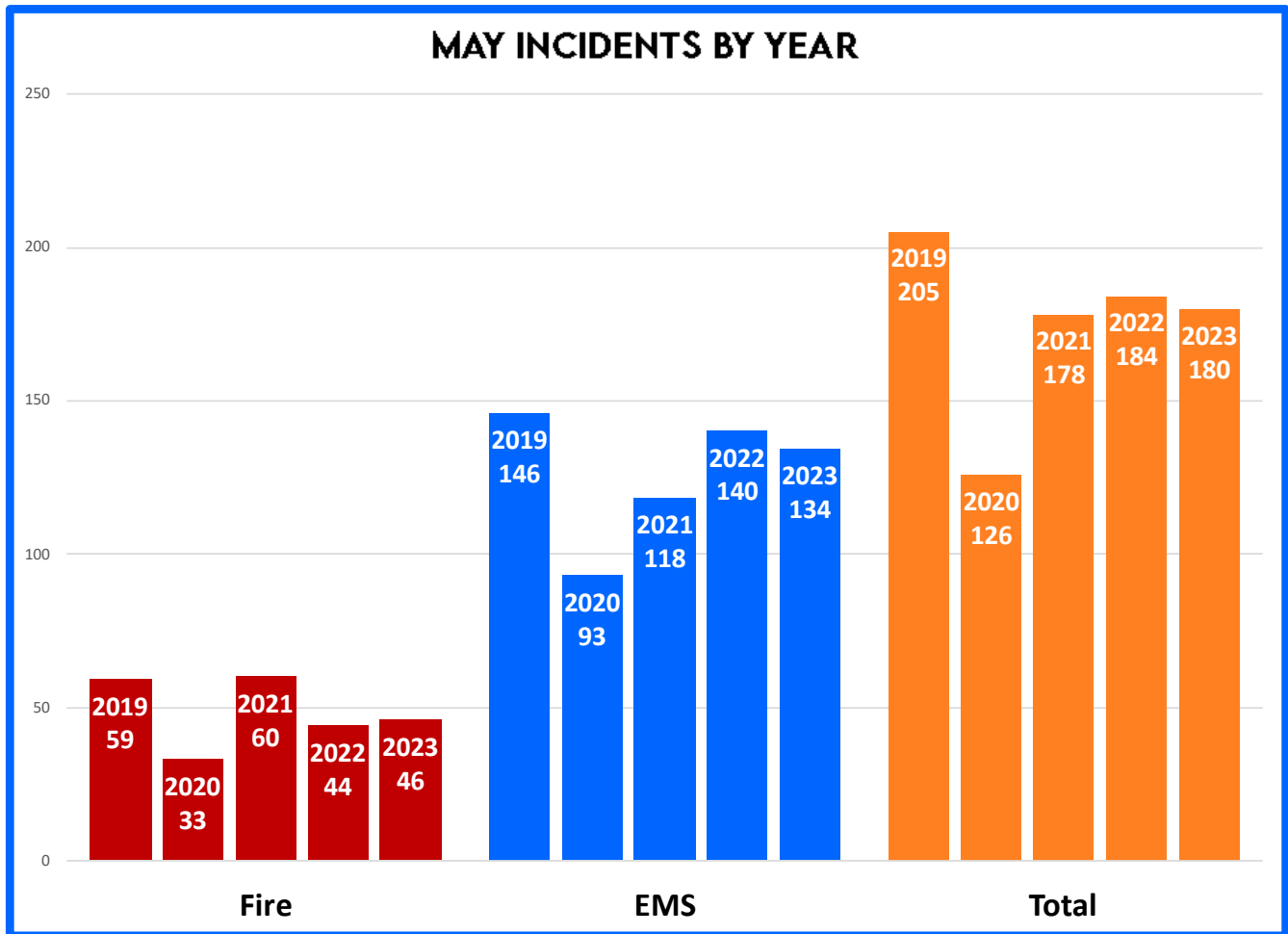
OPERATIONS

For the month of May, the ratio of EMS incidents to Fire incidents was 74% to 26% respectively. Total EMS related calls for the month were 134, including a total of 142 patients treated, with 84 of those transported to area hospitals. COVID-19 was suspected or confirmed in 7 patients.

Approximately 46% of the total call volume (180 incidents) represents overlapping calls (at least one other call in progress). Approximately 32% (21 incidents) of the 66 incidents that occurred during the hours of 8 PM to 8 AM represents overlapping calls. There were no incidents where unit(s) were deployed for more than two days. Either of these situations could require units to respond to areas outside their base districts, which would result in increased response times as well as depleted available resources to respond to emergencies.

Total Fire & EMS calls for service during the month was 180, with a total of 340 apparatus responses spending 253 hours and 46 minutes of time. Total Fire & EMS incidents for the same month in 2022 was 184. There were 2.17% less calls this month compared to the same month last year.

For the month of May, SRFD averaged 1.48 Fire calls per day and 4.32 EMS calls per day for an overall daily average of 5.81 calls per day.

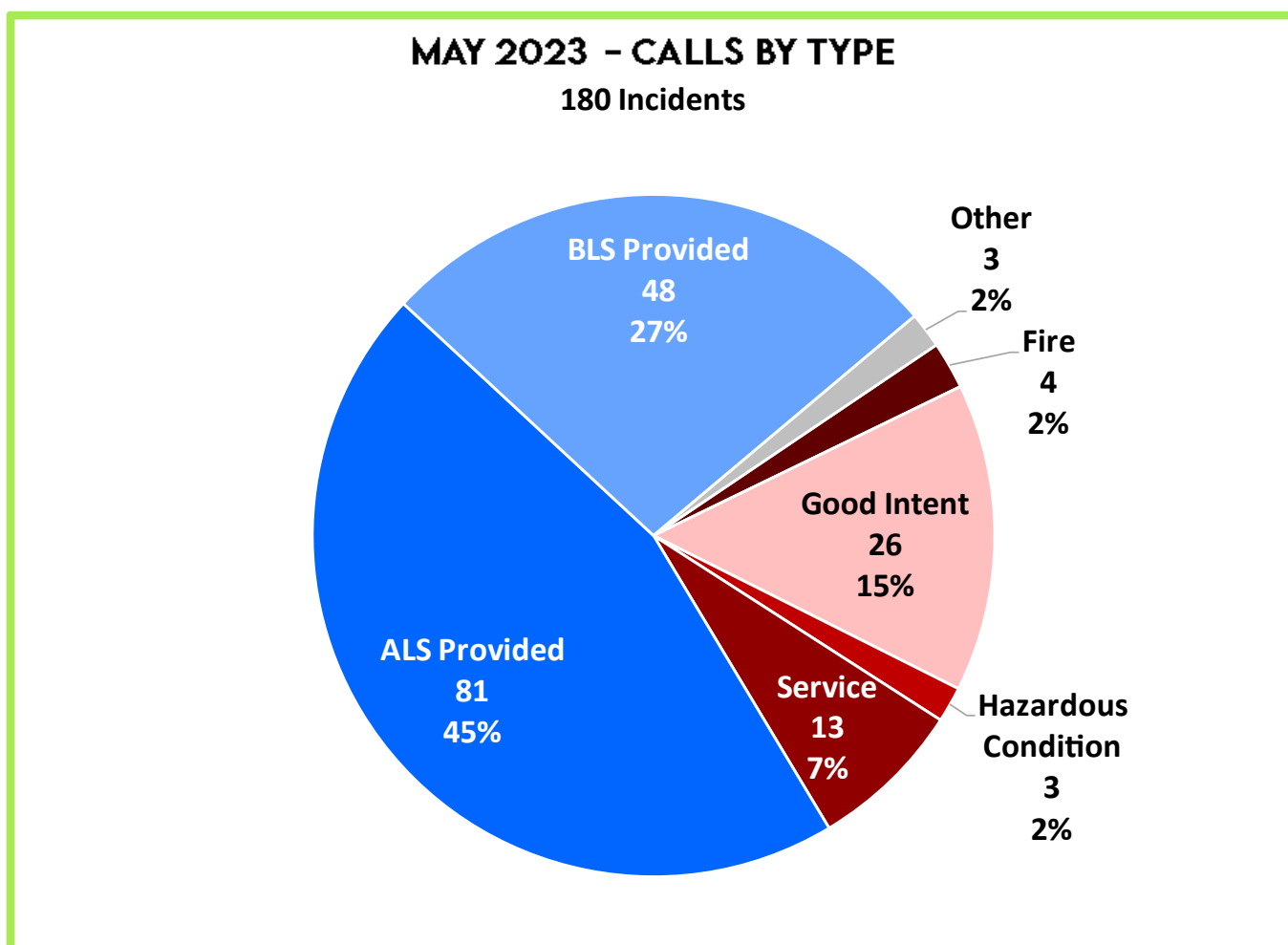


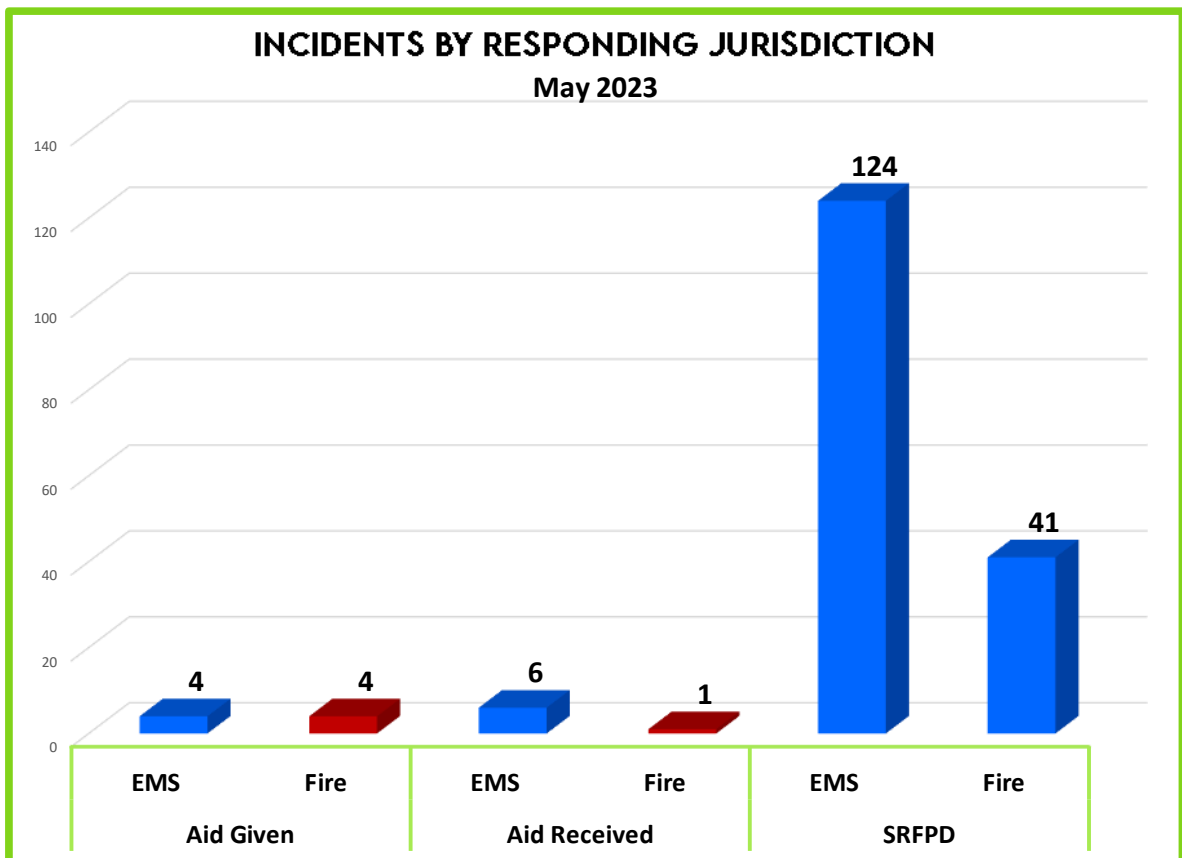
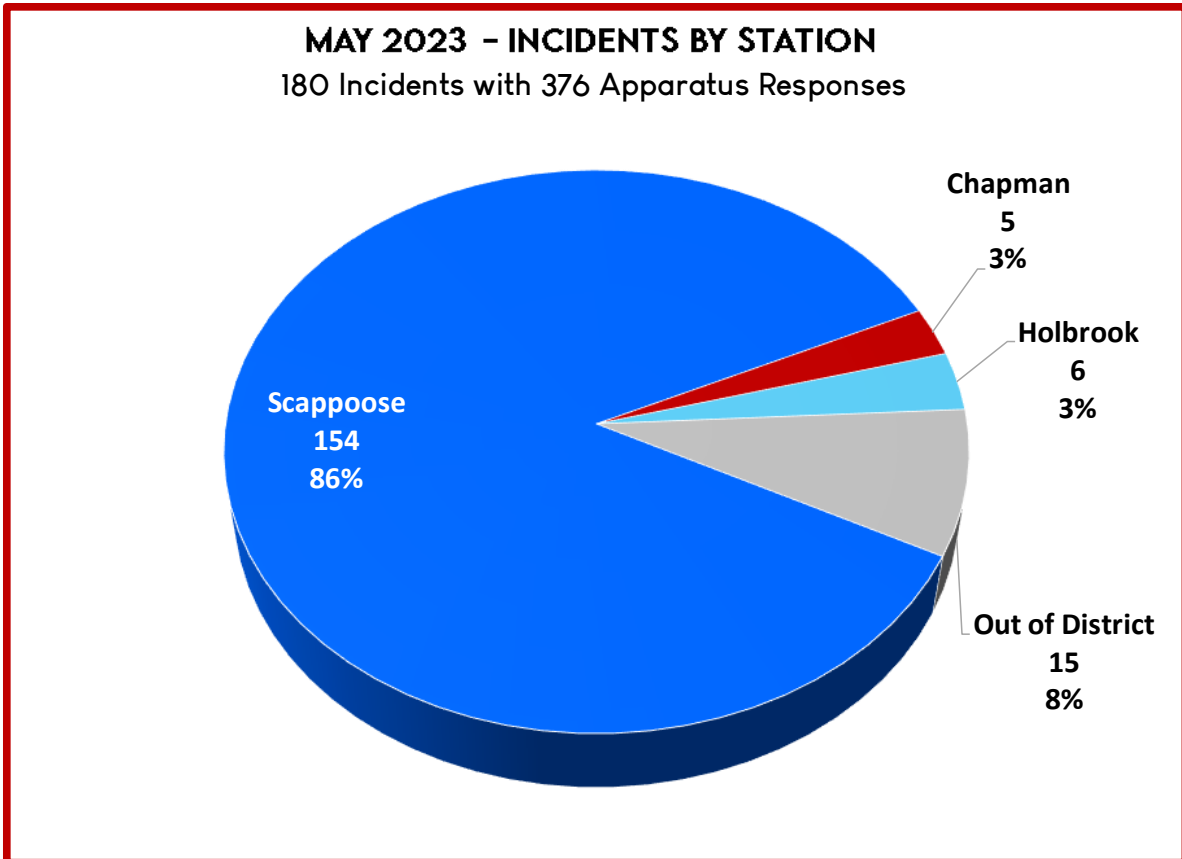
OPERATIONS

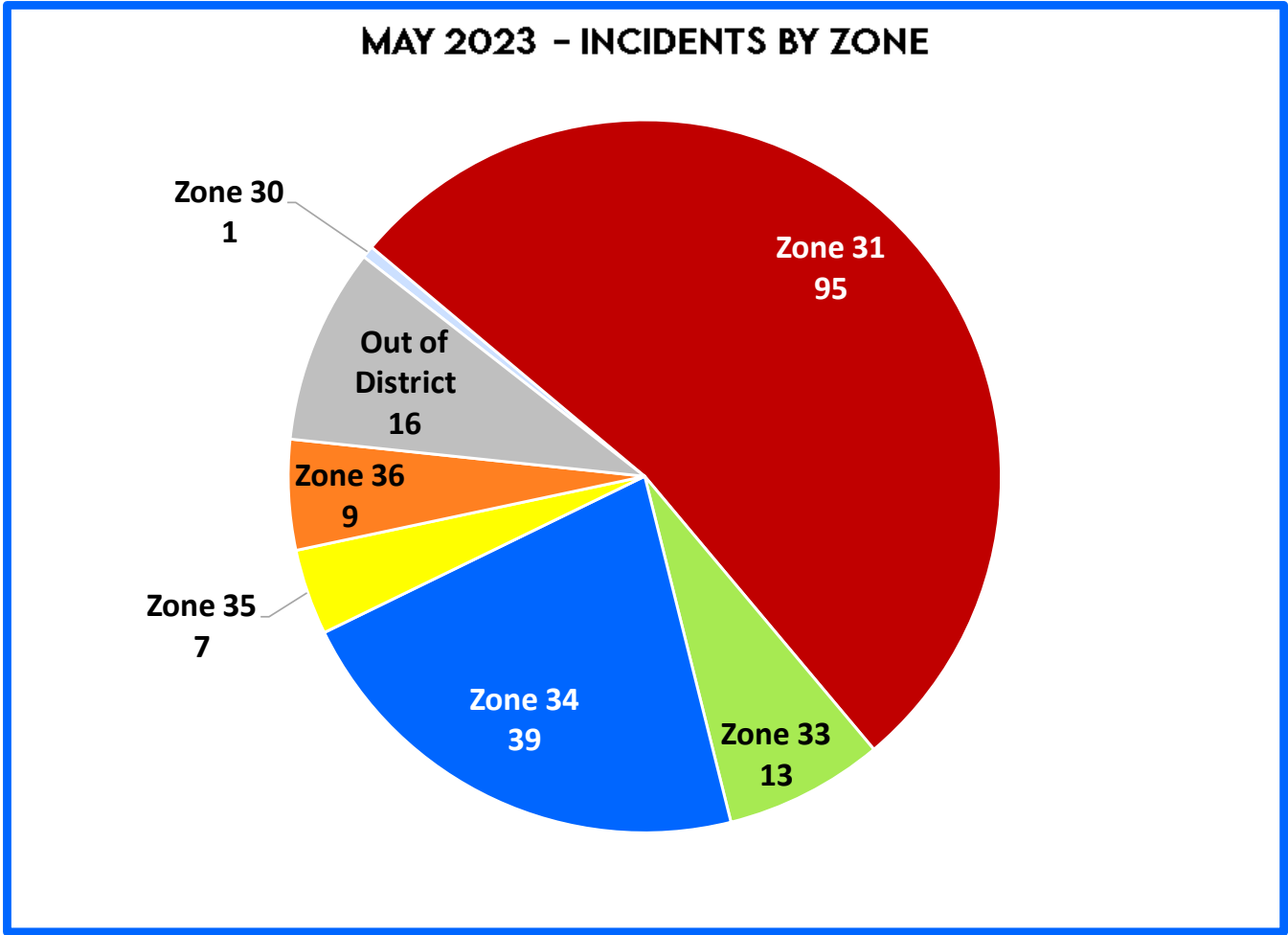
FIRE AND EMS CALL BREAKDOWN FOR MAY 2023

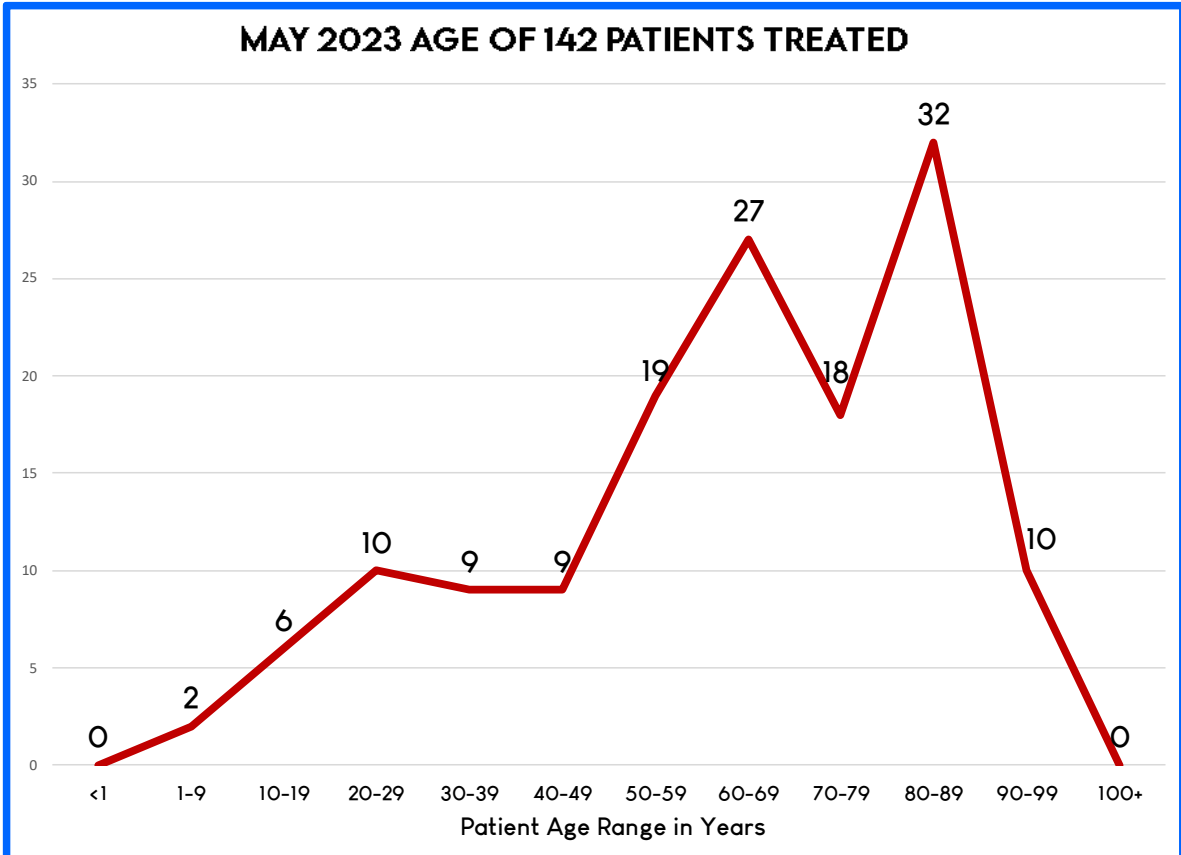
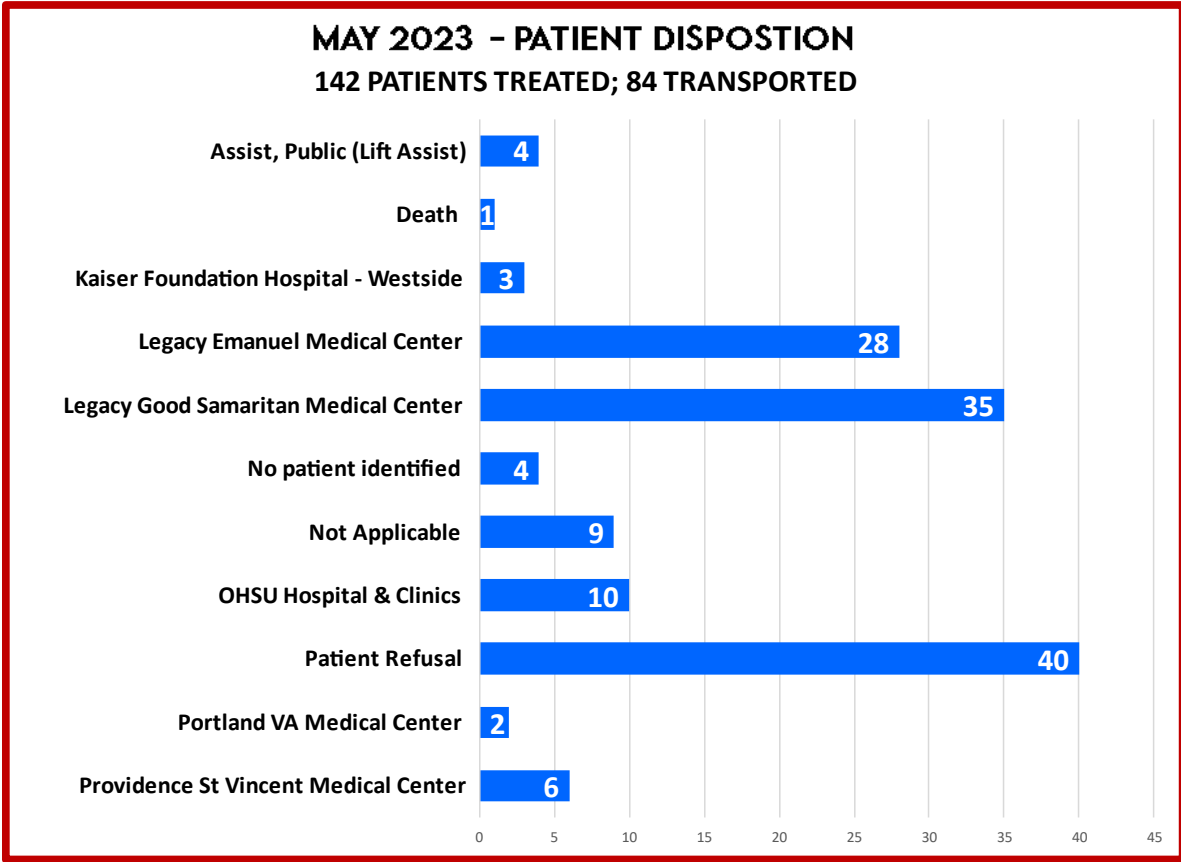
Fires	4
Hazardous Condition	3
Service Call	13
Good Intent	26
Other Assistance	0
False Alarm	0
FIRE CALLS TOTAL	46

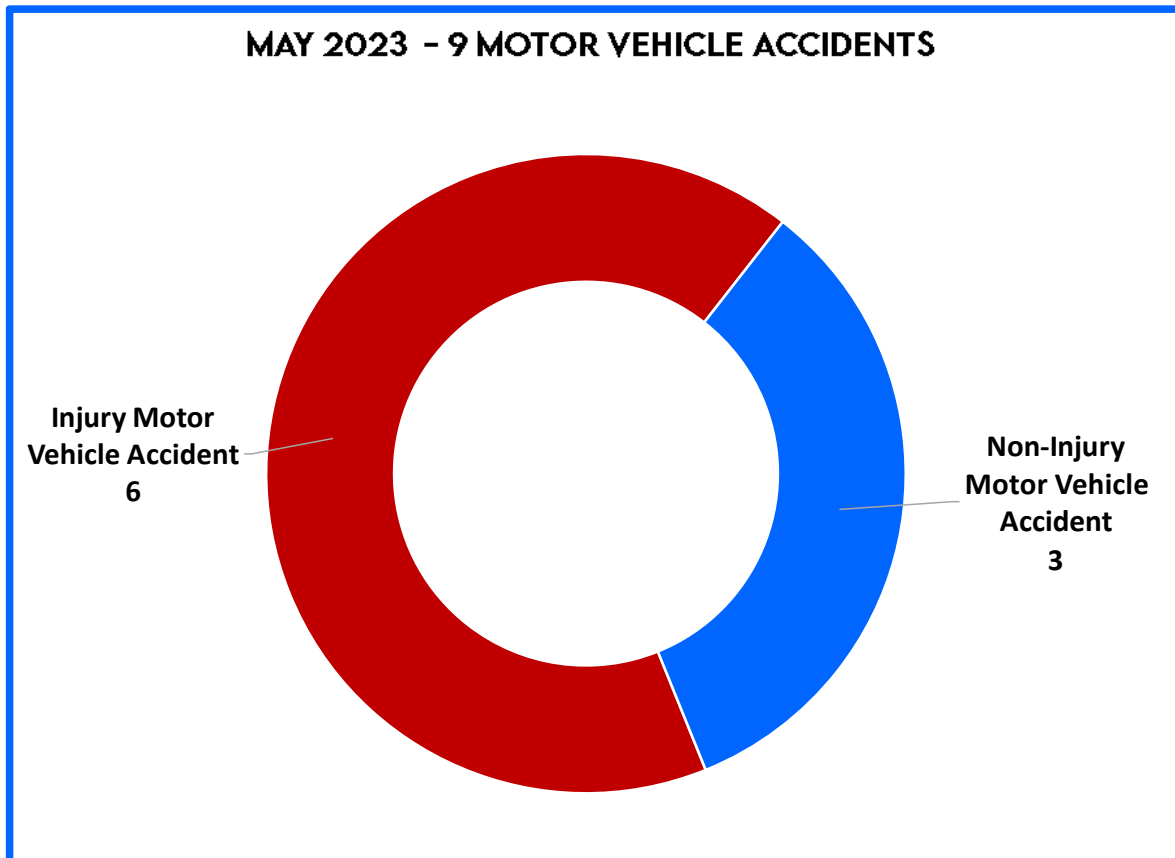
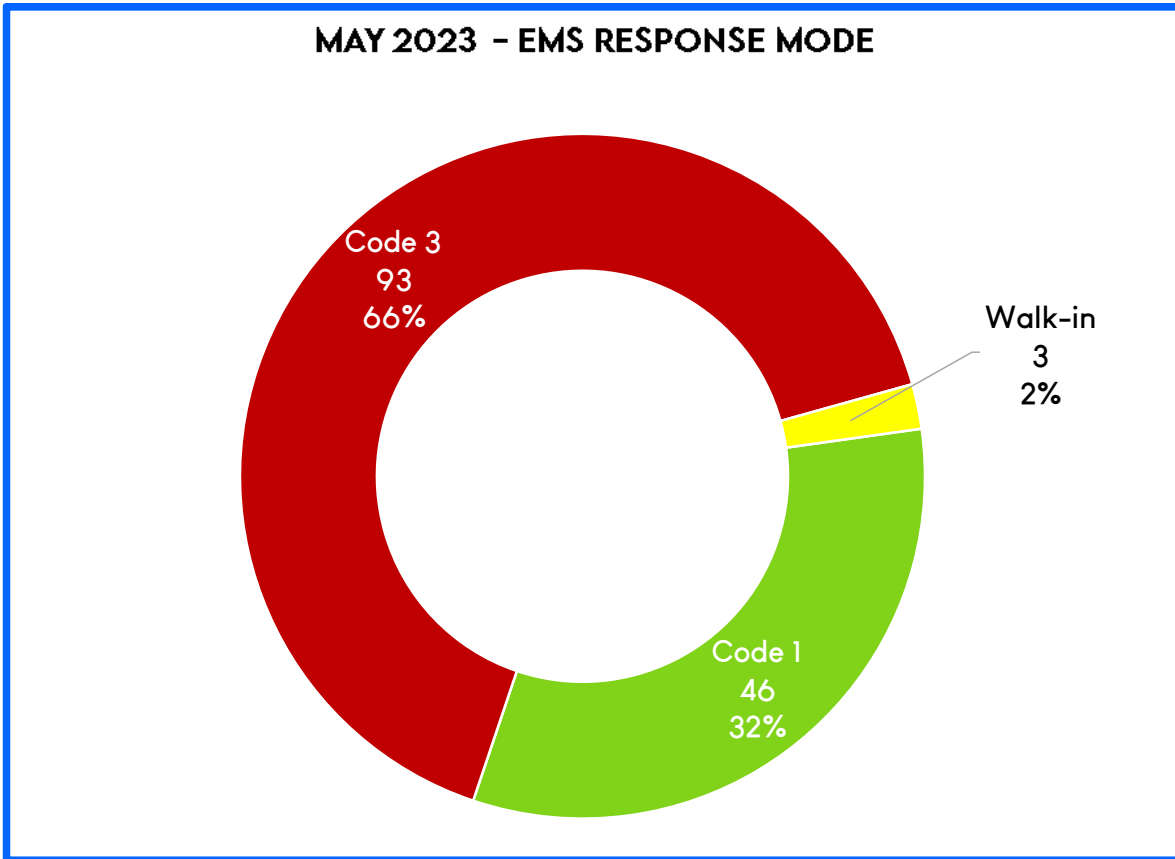
ALS Provided	81
BLS Provided	48
Investigate	1
Cancelled	1
Other Assistance	3
EMS CALLS TOTAL	134



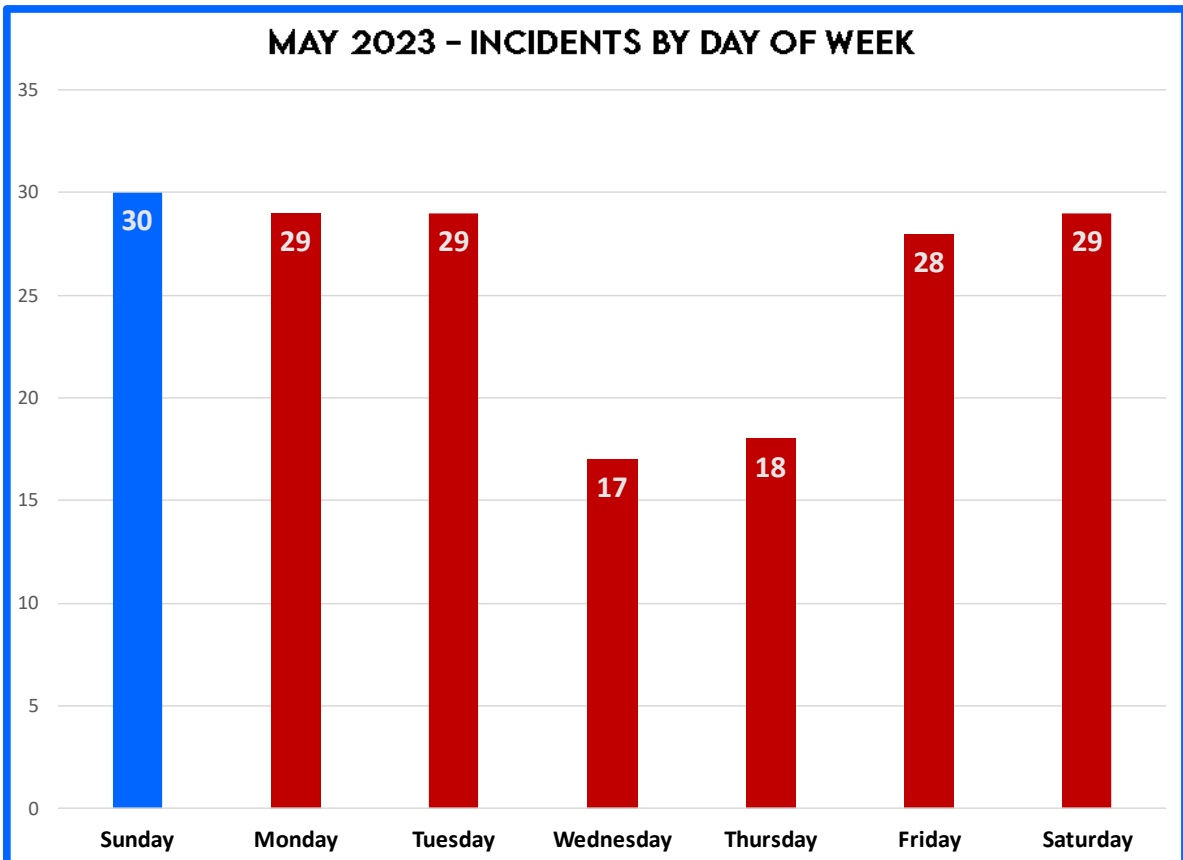
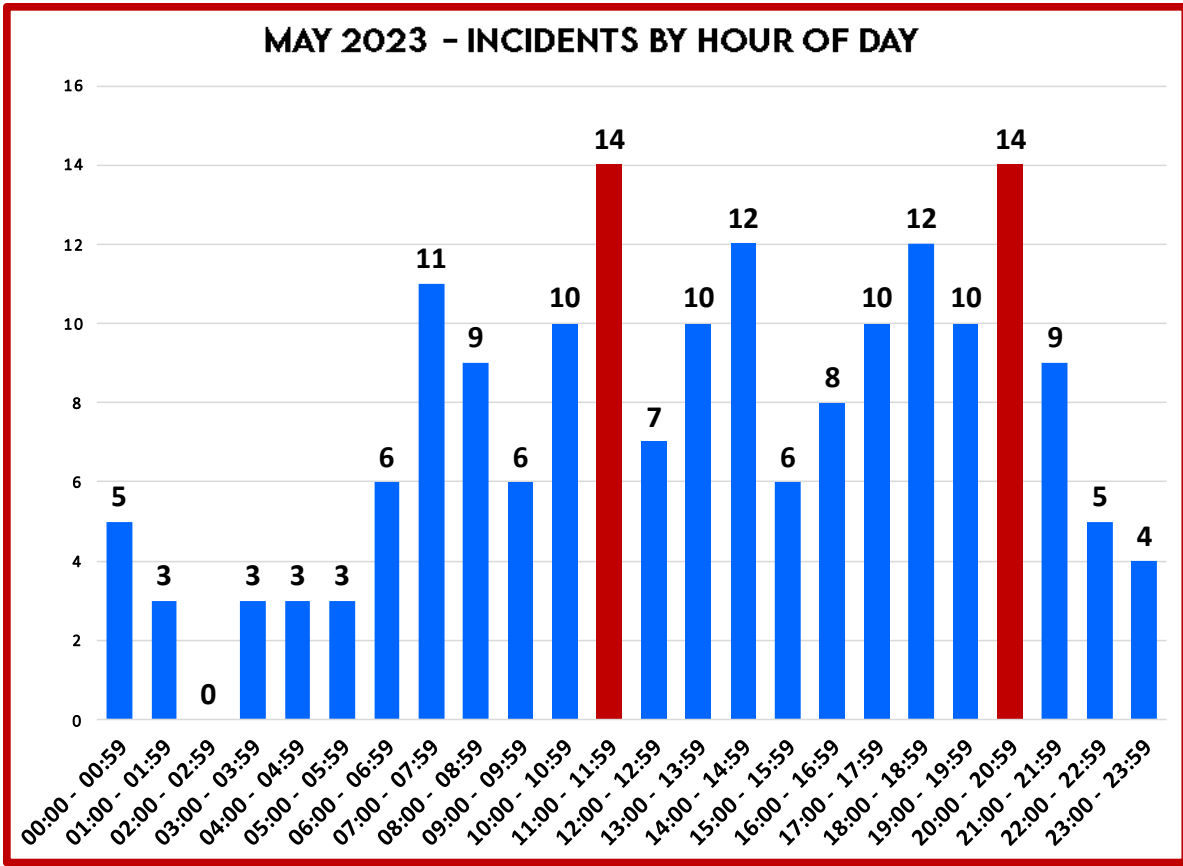




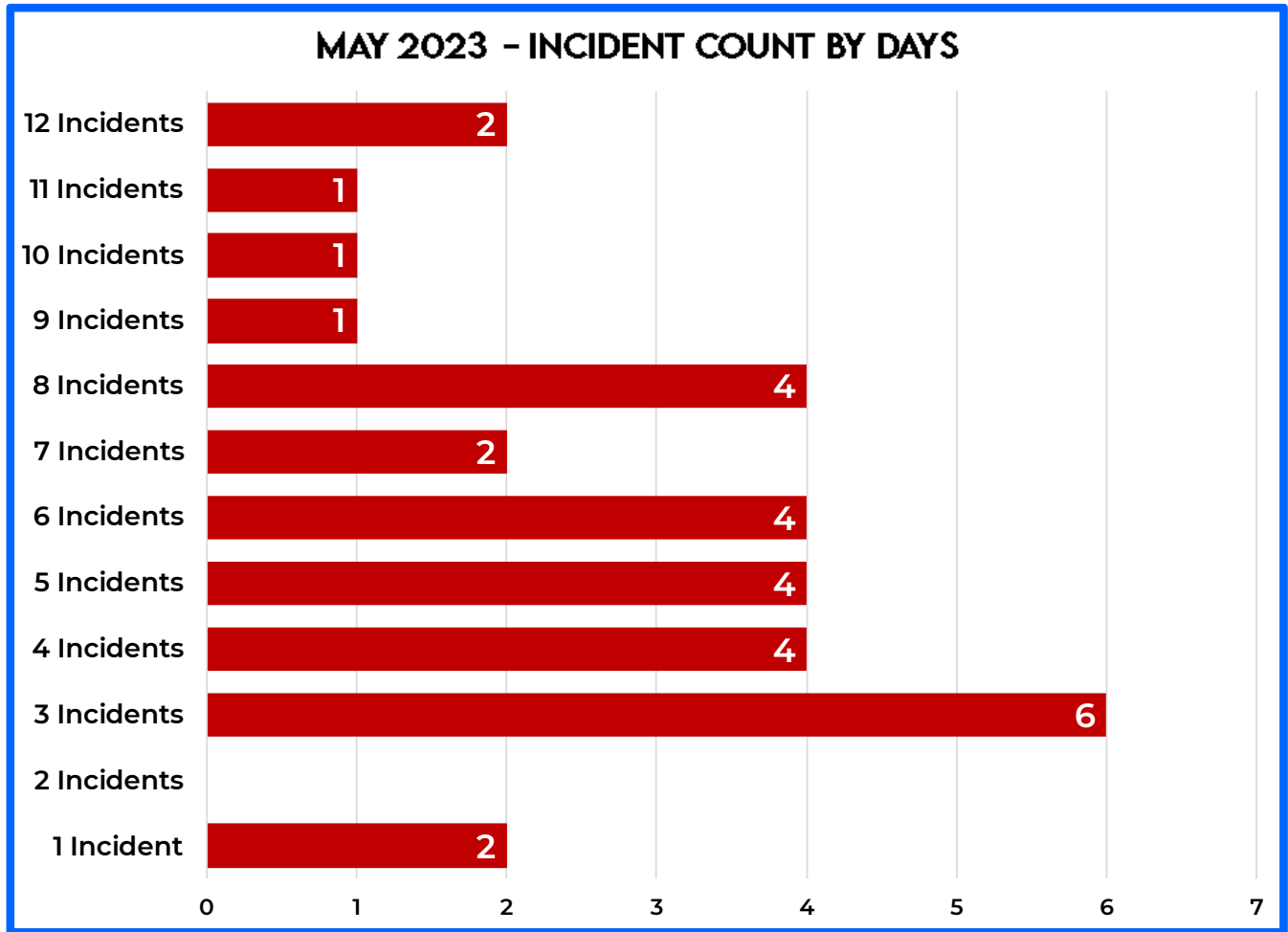


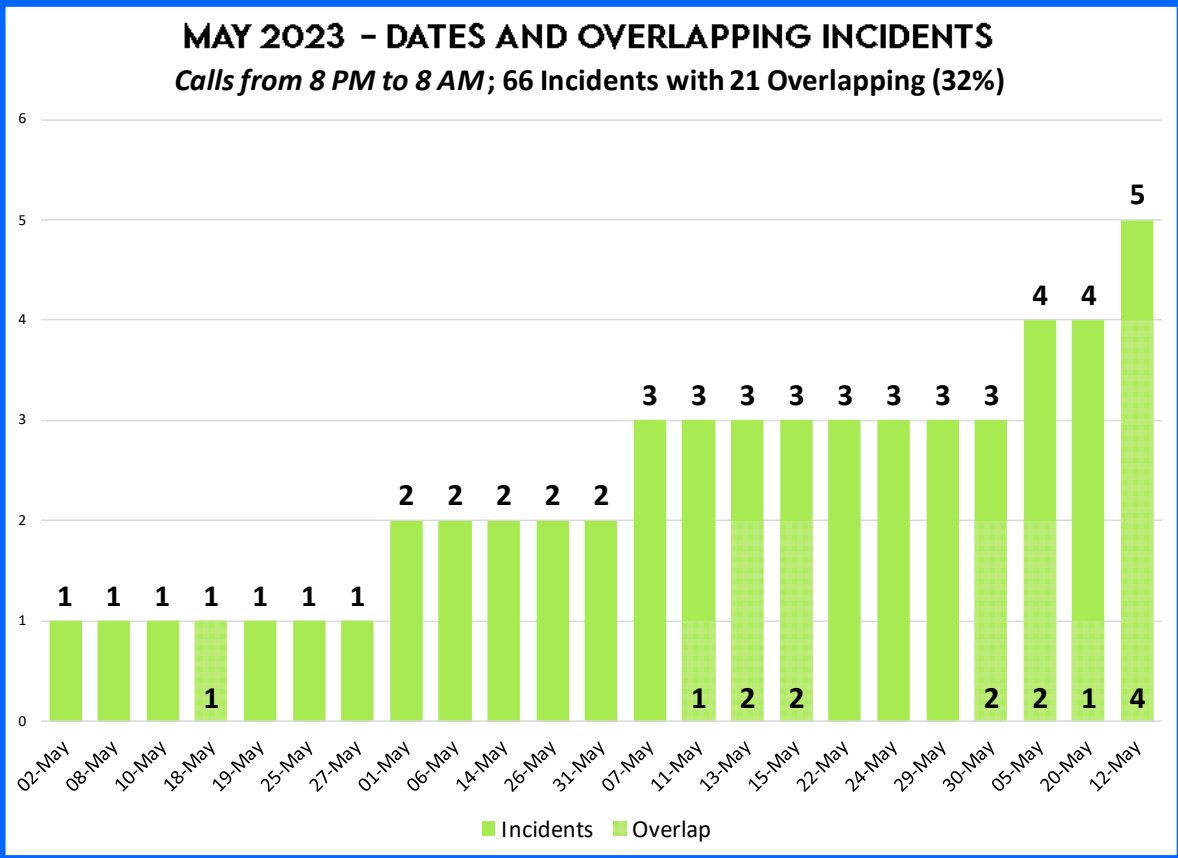
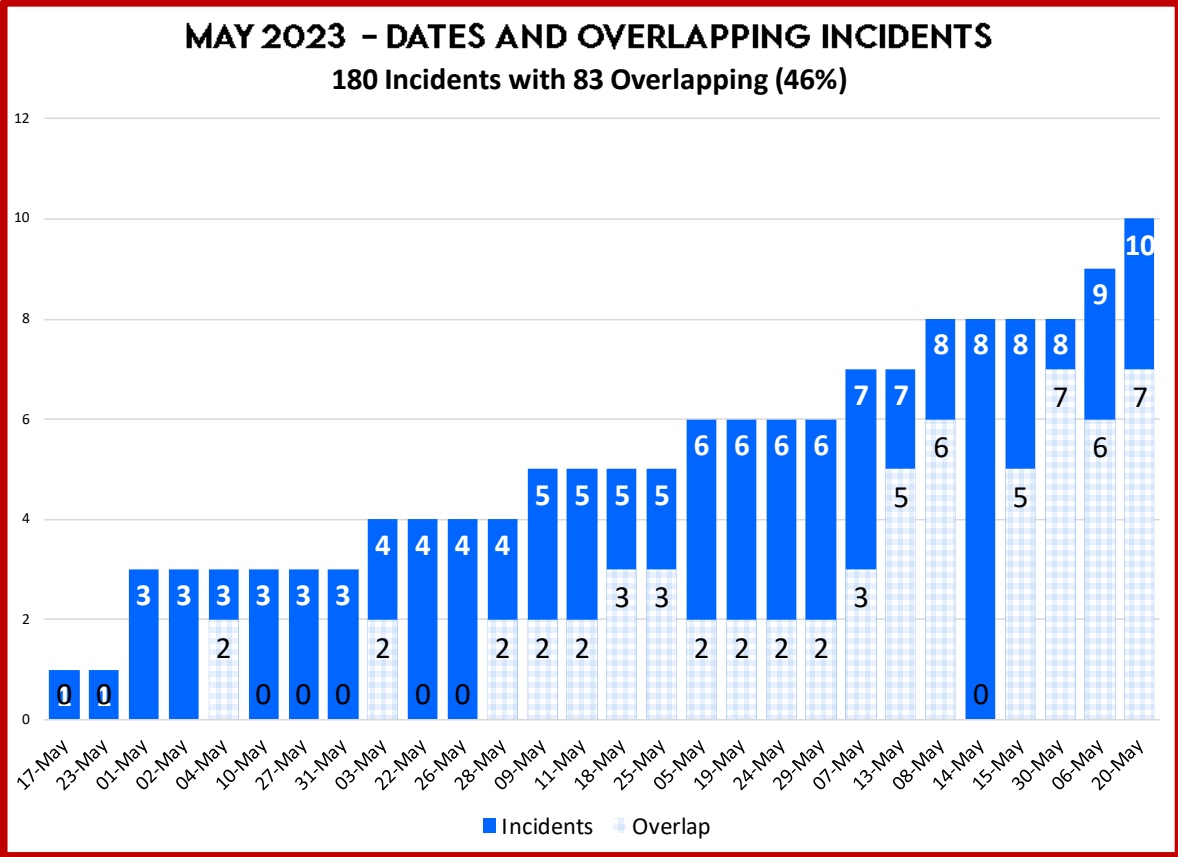


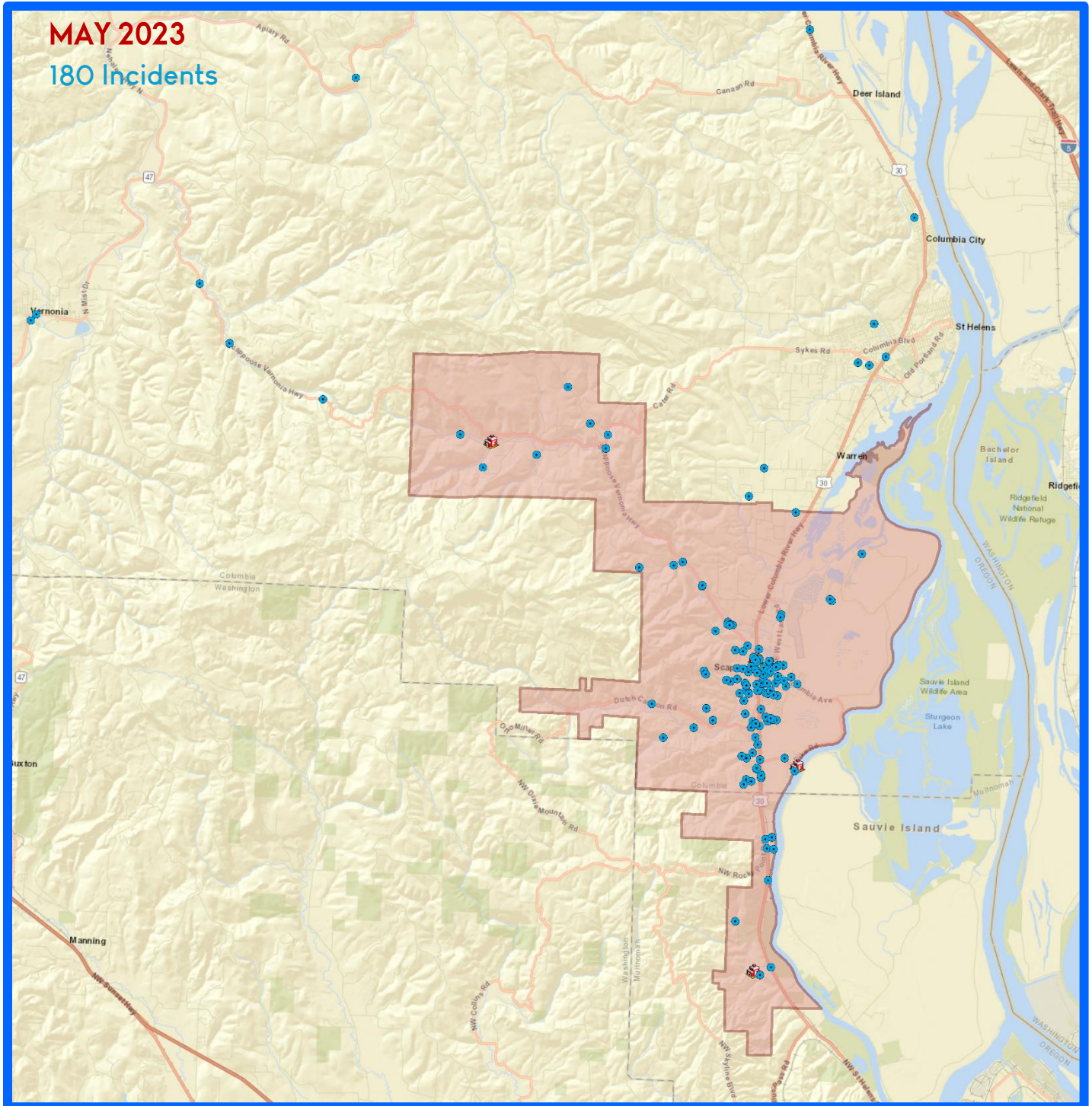
OPERATIONS



OPERATIONS

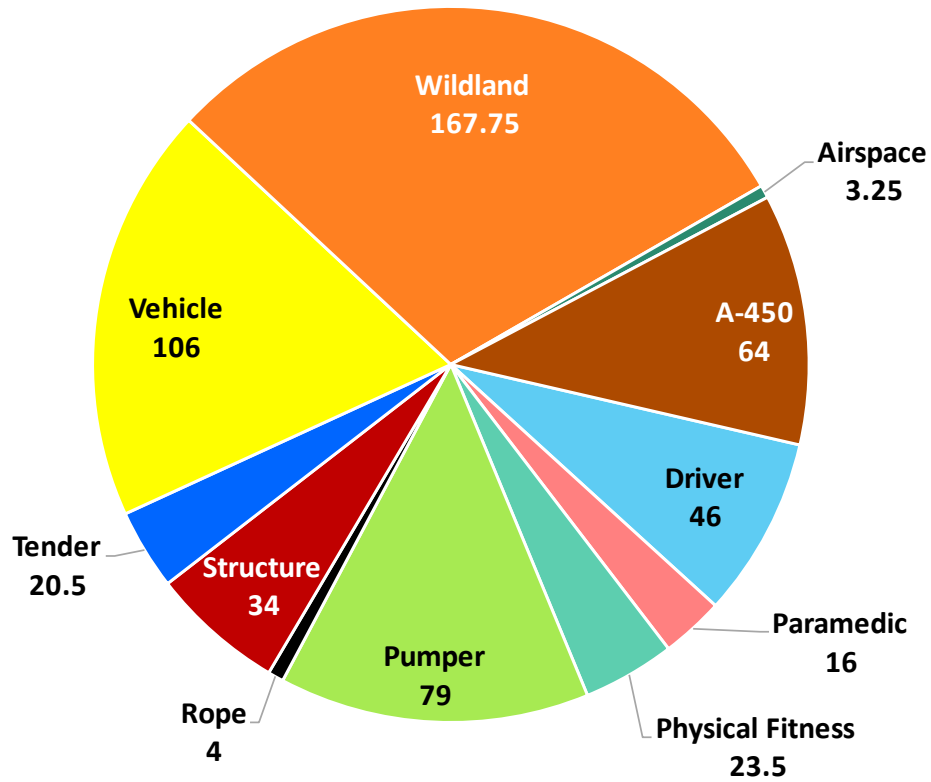




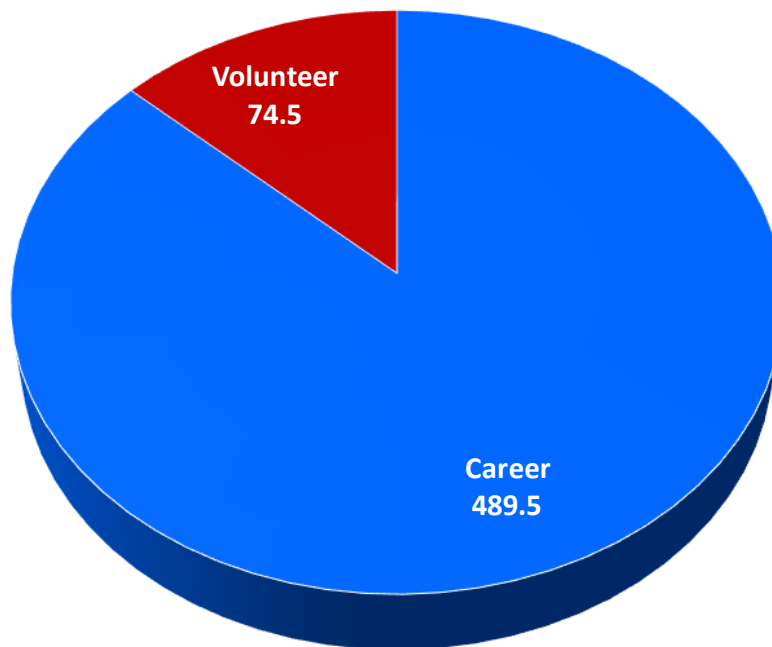


MAY 2023 - TRAINING HOURS BY SUB-CATEGORY

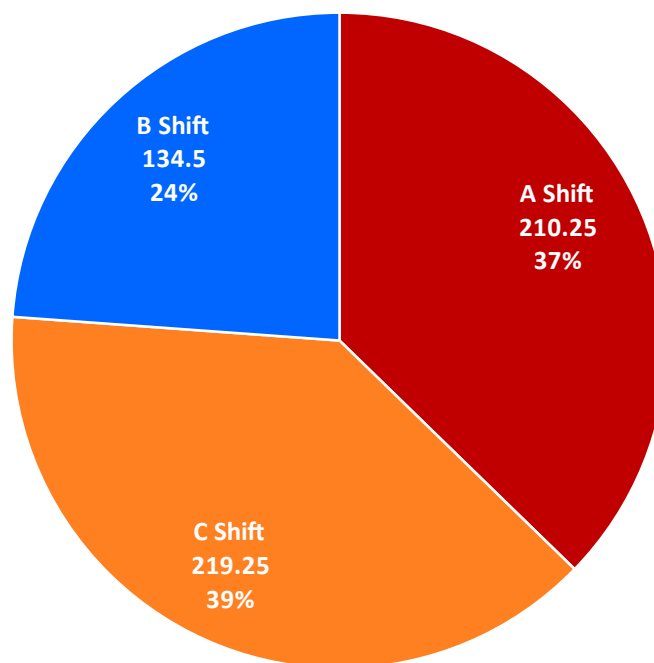
564 Total Hours



MAY 2023 - VOLUNTEER & CAREER TRAINING HOURS



MAY 2023 - TRAINING HOURS BY SHIFT



APPARATUS

APPARATUS TOTAL HOURS BY MONTH								
	BR435	E431	E432	E435	M431	M432	M433	TW431
January	1,540	388			-	5,104	2,854	
February		406	3,424		-	5,232	2,882	6,607
March		418			-	5,261	2,901	
April	1,546			3,340	-	5,293	2,917	
May	1,548		3,437			5,358	2,941	
June								
July								
August								
September								
October								
November								
December								

APPARATUS TOTAL MILEAGE BY MONTH								
	BR435	E431	E432	E435	M431	M432	M433	TW431
January	26,687	5,627			211,170	142,359	71,385	
February		5,805	53,162		212,006	145,840	72,133	98,373
March		6,030			214,682	146,526	72,641	
April	26,756			23,768	216,691	147,343	73,017	
May	26,756		53,332			149,280	73,668	
June								
July								
August								
September								
October								
November								
December								

UAS Flight Report

TOTAL FLIGHTS

110

TOTAL HOURS

18:24:57

TOTAL PICTURES

1,579

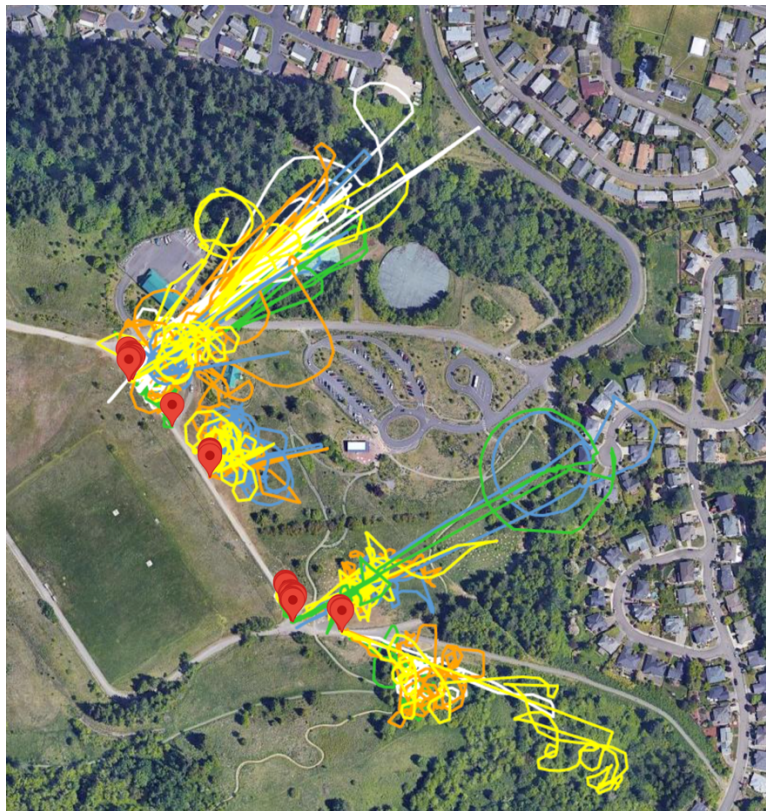
TOTAL VIDEOS

40

Actual flight details to be posted on the UAS website:

<https://www.ccfiremarshal.com/2023-flights>

ORPIC Flight Overlay



STAFF REPORTS

Fire Chief Report June

Meetings Attended

Date	Topic	Date	Topic
5/1/23	Sit in at CCOM	5/15/22	ORPIC Day 1
5/2/23	Interview with PSG learning	5/15/22	Scappoose High presentation
5/2/23	Call with Department of Education	5/15/22	CCOM flight
5/2/23	Wildfire Mtg at PUD	5/16/22	ORPIC Day 2
5/2/23	Admin Team Mtg	5/16/22	May Apt Fire
5/3/23	C-43 to meet with R. Moe	5/17/22	ORPIC Day 3
5/3/23	Meeting with Travis Lindberg and 4302	5/18/22	ORPIC Day 4
5/4/23	Volunteer Association Mtg	5/19/22	ORPIC Day 5
5/4/23	Officer meeting	5/19/22	Investigation Flights May Apt Fire
5/4/23	Meeting with ODA	5/21/22	ORPIC Day 1 Week 2
5/4/23	Admin to meet with SHS	5/22/22	ORPIC Day 2 Week 2
5/4/23	RDPO Monthly Fire & EMS WG	5/23/22	ORPIC Day 3 Week 2
5/5/23	Meeting with FreeFly systems	5/24/22	Meeting with Jenkins Painting
5/8/23	Exponential in Denver	5/25/22	Hero Night for kids at Warren church
5/8/23	Fire Defense Board Mtg	5/26/22	ORPIC Day 4 Week 2
5/9/23	LEDA Meeting	5/27/22	Special Board Meeting
5/10/23	Exponential in Denver	5/28/22	ORPIC Day 5 Week 2
5/11/23	FAA Discuss with OAS, USFS & Cal Fire	5/30/22	Fire Service WG
5/11/23	Board Meeting	5/30/22	IFUASS Meeting

Hours Worked June: 211 Hours

On Call in June: 205 Hours (Minus Office Hours)

TOTAL HOURS: 416

Training

ORPIC, AUVSI Conference

Projects

EMS Boundaries Multnomah County – *In Progress*

Draft Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

OSFM HMEP Grant 2021 ~ *Completed*

UASI Grant for UAS Training ~ *Completed*

UASI Grant for UAS Detection for LEWG ~ *Completed- Testing sensors*

SHSGP ~ *Waiting to purchase Aircraft. Manufacturer finishing production*

Senate Discretionary spending request ~ *In Progress*

2022 AFG Grants ~ *In Progress*

Tender Project ~ *In progress*

Engine Project ~ *In Progress*

It seems as though it is getting to the point where all of the months are blending together and no matter what, something is always coming up. May was very difficult with trying to complete several "last" projects. Some of these projects have been in the works for several years, and almost all of the big projects involved grants. Maria and I have come to have a love hate relationship with these grants.

Specifically, completing the Haz Mat aviation grant, completing the UAS detection equipment grant and finally the Oregon Remote Pilot In Command (ORPIC) training program that we developed. We were able to train 37 pilots over two weeks of training. Students included Civil Air Patrol, Public Works, Fire, Law Enforcement and Washington Department of Natural Resources and Oregon Department of Forestry. A lot of networking and partnerships were built over the two weeks. Scappoose Fire was able to train an additional 6 pilots and we will be beginning our additional training and credentialing soon.

Contracts were another big part of the month with getting ready for the Community Paramedic program. Making sure that Scappoose Fire was taken care of, the new employee needs were met and establishing a good working relationship with Care Oregon were equally important. As of this board meeting, we are just waiting on the final signature from Care Oregon to officially be in contract. We will be starting the new employee in the middle of July.

There were several odds and ends that were addressed in May. This included final touches on the budget, staffing and deployment plans and addressing future concerns with PACE planning.

Another big planning component that took place over the month was getting into the meat of how we will be implementing the workforce / STEM education program at the high school. Between meetings with the HS and correspondence with PCC, there is a lot of work that is still needed for completion. We were able to do a fun presentation at the HS during one of the all school assemblies. Preparations were made to stage interviews with the student candidates who were wishing to be part of the program.

Really want to thank the staff for the extra load that they carried while I was out for almost three weeks. I am humbled and honored to get to work with such talented and dedicated professionals.

Several meeting occurred with the City to plan for 4th of July and trying to get information from the DA regarding fireworks enforcement.

Unfortunately, due to my travel schedule and vacations of the labor group, I was not able to connect with the labor group to discuss the item highlighted by the board regarding overpayment and what was found by our accountant. Tentatively, we will be having a meeting June 16th.

Lastly, I want to thank Maria, Karleigh and Janine for all of the lifting with getting the budget right this year. With that team at the helm, I hope everyone is feeling safe as we progress into another budget year.

OPERATIONS REPORT

May was a pretty normal month when compared to the last few years. However, we did end up utilizing our special operations program a lot this month. Between REMS, Rope training and UAS, we were kept on our toes and thankful we are prepared with equipment and training to meet the varying challenges.

Vehicle maintenance is still causing us several challenges. We are hopeful that in June, we will be able to get our new ambulance in service, thus cutting down our reliance on the big ambulance. That ambulance accounts for the majority of our maintenance costs. We are still in progress with the engine and tender. We do not have a definitive delivery date. Just sometime between December and February. Lt. Anderson and I have been starting the planning process to replace the Squad and one Duty Officer vehicle. We are attempting to be very deliberate with our expenditures so that we get the biggest bang for our buck. As we get closer to these purchases we will present a staff report outlining the needs and components of each vehicle.

Thankfully after a lot of patience, we were able to finally let go of one of our surplus engines. The front mount Ford engine was sold for one dollar to South Lane Fire who is in the process of starting a new fire district.

Unfortunately, there was some miscommunication with regard to our radio installation project from early last year. The bill came in at the tail end of our budget and caused a bit of confusion. On the flip side, we are learning from this and are putting in some controls to prevent this from happening again in the future.

Progress was slow with the fire station project. Due to the out of office time this month it was put on the back burner till June / July.

Several hours were put into several of our record management systems. This includes upgrades with the training module as well as getting set up for the Community paramedic module for that program.

At the Operations Committee, we are working on several guidelines, one of which is the Fire Liaison position for large emergencies.

Holbrook station: Currently, there are no outstanding deficiencies and is operating within limits. However, we are planning on increasing the preventative maintenance for this facility in the next year as it has not had much support in quite some time.

Chapman station: The roof will not be completed this fiscal year and will have to be rolled over to next fiscal year.

The Boat House station: Nothing to report at this time. The boat will be going in for service soon.

Division Chief Marks
June 2023

May Projects:

Duty Shifts - Safety Program - Wellness Program
CQI Program – Compliance Data Collection - GEMT
Medicare Ground Ambulance Data Collection System (GADCS)
MPD Search ASA Meetings EMS Relicensing
New Volunteer Interviews

Drills / Activities / Meetings in May included:

Admin Meetings	Fire Defense Board
Protocol Development	FTEP Follow-up
Meet with EMS Chiefs	County Public Health Listening meeting
MPD Interviews	ASA Draft Meetings
Run Card Review	RDPO
Operations Committee	Columbia Pacific CPCCO
CCOM Fire Call Guides	Meeting with Public Health

The access control system for the stations has been upgraded. I am still waiting on training with the contractor to see how the new software works. While the overall system is functional, the contractors have found some IT issues with the server. They have worked diligently with the product manufacturer IT department to work towards a resolution. This has been a long process and is now involving Lt. Anderson as well. Hopefully this will be resolved soon.

I continue to work with the county EMS chiefs in search of ways to improve our systems in the county. Communication with these chiefs continues to improve as we work together more often to handle EMS issues. One big item being worked on currently is our Physician Advisor. Doctor Sasek has informed the EMS leadership he is looking to step away from his position for family reasons. He is working with the team on finding a replacement by providing some recommendations. EMS leadership interviewed three candidates and have selected one. Dr. Jenna Wiley will be working with Dr. Sasek on a transition to

provide us this service. The organizations will be working towards a new contract with Dr. Wiley.

The ASA draft has been reviewed by county EMS leadership. The group had a meeting with Public Health on items in the draft with recommendations by the group to change some items. Public Health seemed very open to these ideas. We are waiting to see how they are incorporated into the document. The “Draft” ASA document was presented to the County Board of Commissioners at a May 24th work session. Leading up to this work session more issues were identified in the document. With short notice, these issues were corrected by public health quickly. I attended the work session in anticipation of stating our displeasure with the document, but with some last-minute changes (on the EMS leadership recommendation) public health submitted a quality document to the commissioners. The document is now in the hands of OHA for review.

The corrections for the new ambulance have been completed. After the completion of the corrections the application for licensure was sent to OHA. The unit has been officially licensed through the state, but we are waiting on snail mail paperwork with stickers and license needed prior to using the apparatus. Crews have been working to stock the ambulance so when the paperwork arrives it can be placed in service. Medicare has also been updated and the unit will be able to transport patients when fully stocked.

My Time Worked in May 2023	182 Hours
Call Time in May 2023 (time)	189 Hours (call shifts minus office time)
Total Hours for May 2023	371 Hours



CCOM delivering cookies for EMS Week.

Chief Bautista Report

June 2023

May Projects:

SRFD Fire Marshal Fee Schedule Proposal (Tabled)

SRFD Admin Support Internship program for Fire Prevention, EMS and Training (Tabled)

Update CCFiremarshal.com website (Tabled)

2023 Training Calendar (In progress)

Probationary Skill Test Revision (In Progress)

Summer Volunteer Academy Plan (In Progress)

Fire Marshal Duties:

One (1) driveway inspection, one (1) sprinkler inspection, and one (1) occupancy inspection were completed.

Logistics and scheduling continue to be a challenge. Met with six (6) businesses in May in attempt to gather contact information and set inspection dates. At the time of this report, they have not provided the information and/or set an appointment. Goal is to schedule these inspections in June.

Training Duties:

The Volunteer Firefighter Academy is coming to a close with the completion of the EMR portion of the academy. The graduation ceremony will be held on June 30, 2023, at 6pm at the PCC OMIC Building.

FF Wenner completed his 9-month firefighter skills exam, which includes pumper operator skills in the month of April. Both FF Wenner and FF Bernier are scheduled to take their 12-month test in June.

FF Hughes is currently in the pumper operator phase of his probation.

May Meetings:

Date	Meeting and/or Topic
5/1/23	Sit in at CCOM
5/3/23	Rope Rescue Drills with Crux Rescue
5/4/23	Rope Rescue Drills with Crux Rescue
5/4/23	Meeting with Scappoose High – High School Program
5/9/23	LCRTOA
5/9/23	FIT Meeting
5/10/23	Safety Meeting
5/11/23	Board Meeting
5/15/23	Driveway Inspection - 18700 NW Logie Trail

5/16/23	LCRTOA Association Restoration Meeting (Virtual)
5/18/23	Sprinkler Bucket Test - 54330 Armstrong RD
5/20/23	Columbia County Wildland Drill
5/30/23	Fire Inspection - Peak Performance Gym
5/31/23	Fire Service Overview of Firefighter Immersive Learning Environment

Upcoming Chief Officer Development:

Youth Firesetting Prevention and Intervention R0629

NFPA Conference & Expo

Upcoming Training:

Total hours for May 2023: 361 hours (195 hours & 166 Duty Officer On-call hours, minus office hours)





Member Outreach / Battalion Aide Green Report
June 2023

Training / Drill:

Have been having consistent turn out for drill. Was able to teach two more weekends of our current academy. New recruits seem to be doing well and have been attending drill nights. Have two new classes of recruits starting which brings our total of new recruits to 9. Finished Inspector I and II class along with both taskbooks.

Projects:

New handbook for volunteers is completed waiting on Chief Prichers final signature. New mentor handbook is in final stages along with mentor assignees. Would like to get that out to all new recruits. Had career day at PCC/OMIC made some new connections. Have a teacher tour/class coming into the station in August. Teachers are from the area and are looking to learn more about fire and ems. Career day coming in June at the elementary schools in town. Cadet graduation coming up.

Upcoming Classes:

Looking for more recruitment classes to take. Finishing PIO and Investigator taskbooks.

Columbia County 911 bringing in cookies for EMS week.



June 2023 Finance Report – FA Heath

Revenue: Tax turnover in May totaled \$18,774, which includes a deposit of \$5066 in prior year's taxes. There is just over \$6000 to be collected in Permanent Rate taxes to meet 100% of the budgeted tax collection amount. We expect the May turnover to exceed that amount, as it is the last payment for those who pay via installments. After May's turnover, the monthly turnovers will be significantly smaller until November 2023.

EMS revenue: \$74,577, slightly above the expected \$67,000 average monthly revenues.

FM Global Grant Award: \$2955 to be used for marine fire investigation.

Expenditures:

As of May 31, the fiscal year is 92% complete. General Fund Personnel Services is at 84% and Materials & Services is at 79%. We've overspent Contract Services by 14% in order to pay for accounting support and payroll research. Training is overspent by 3% and Cleaning Materials & Supplies by 5%.

At this time, spending is being closely monitored and spending is suspended in or close out the fiscal year and prepare for FY22-23 audit, which is scheduled to begin September 27, 2023.

Large Capital Outlay expenses in May included the following:

- \$75,000 for ORPIC grant used to pay instructor fees
- \$50,000 for ORPIC grant materials, services, and administration fees
- \$13,523 for UAS purchase for Senate Discretionary Funding grant
- \$4,706 for UAS purchase for Senate Discretionary Funding grant
- \$10,135 for Architect modifications

OLD BUSINESS

**RESOLUTION No. 2023-01
2023-24 Budget Adoption**

LB-RES

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Scappoose Rural Fire Protection District hereby adopts the budget for fiscal year 2023-24 in the total amount of \$ 10,243,642. * This budget is now on file at Scappoose Fire Station, 52751 Columbia River Highway in Scappoose, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated:

<u>General Fund</u>		<u>Grants Fund</u>	
<u>Organizational Unit - Fire & Emergency Medical Services</u>		Fire & Emergency Medical Services	\$ 403,866
Personnel Services.....	5,342,959		
Materials & Services.....	953,445		
Capital Outlay.....	100,000		
<u>Not Allocated to Organizational Unit</u>		<u>Real & Personal Property Reserve Fund</u>	
Debt Service	63,655	Fire & Emergency Medical Services	\$ 1,316,336
Transfers Out	454,969		
Contingency.....	400,000		
Total.....	\$ 7,315,028		
		<u>Personnel Liability Reserve Fund</u>	
		Fire & Emergency Medical Services	\$ 202,412
		Total APPROPRIATIONS, All Funds . . .	\$ 9,237,642
		Total Unappropriated and Reserve Amounts, All Funds . . .	1,006,000
		TOTAL ADOPTED BUDGET . . .	\$ 10,243,642

(*amounts with asterisks must match)

* Note that the total appropriation amount is not equal to the amount of the total adopted budget. This is because there are unappropriated ending fund balances and amounts reserved for future expenditure in the funds. These amounts are not appropriated, which accounts for the difference.

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2023-24 upon the assessed value of all taxable property within the District:

- (1) At the rate of \$ 1.1145 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 1.9900 per \$1000 of assessed value for local option tax; and

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

<u>Subject to the General Government Limitation</u>	<u>Excluded from Limitation</u>
Permanent Rate Tax.....\$ 1.1145 /\$1,000	None
Local Option Tax.....\$ 1.9900 /\$1,000	

The above resolution statements were approved and declared adopted on this 8th day of June, 2023.

By: _____
Susan Reeves - Board President

By: _____
David Graham - Secretary/Treasurer

COMMITTEE REPORTS

MISCELLANEOUS

NEW BUSINESS

The listed item's below were sent with the Western States Engine. Many of these items had been:

- Previously declared surplus throughout the years
- We received from other agencies and were never officially added to our inventory list
- Been in storage, unused for 10 years, some 20+
- Are fittings or adapters which were unique to the surplus engine
- Includes failed hose and suction they still wanted for initial training

<u>ITEM</u>	<u>Inv. Tag</u>	<u>Serial Number</u>	<u>Notes:</u>
PPV Fan	00587		Replaced with battery Fan
PPV Fan	01065		Replaced with battery Fan, originally from Holbrook
PPV Fan	N/A	4860629	Came from Portland w/ apparatus
Portable Pump, Hale 25FB-B25	00278		Unused in storage 20+ yrs
Cord Reel	00396		Replaced several years ago. Have newer spares.
Cord Reel	00721		Replaced several years ago. Have newer spares.
(2) Large Diameter Hard Suction	N/A		Unique to engine
(3) Small Diameter Hard Suction	N/A		Old or Failed
(1) LDH to Storz Adapter	N/A		Currently have multiple spares on shelf
Piston Intake Valve	01278		Size unique to engine
Motorola PM1500 Mobile Radio	N/A	483YJN1673	Older model, multiple same units are to be or have already been surplus

Separate listing for hose has been attached. Multiple sections had failed, or were received as surplus from both CRF&R and TVF&R.

16 100ft sections of 5in (all failed or not tested in 2023)

06-11

07-4

87-10

90-4

06-9

06-11

06-10

07-3

5-03-3

90-2

87-17

6-16

4 sections without any numbering

3 5in pony sections

06-4

06-7

1 without numbering

6 50ft sections of 1 3/4in

A132

02-15

14-3

12-08

14-7

16-12

9 50ft sections of 3in

8 sections labeled A132

13646-1

3 sections of 3in hard suction

COMMUNICATIONS

RE: 1410 SW Taylor Fire

Boone, Sara <Sara.Boone@portlandoregon.gov>

Thu 5/18/2023 14:31

To: Jeff Pricher - SRFD; Ponce, Andy; Bregman, Steve (PF&R Pages)

; Schwartz, Jason

Chief Pricher,

A profound THANK YOU to you and everyone who aided PF&R at the 4th Alarm Apartment Fire this week. This is the second time within 5 months we have requested specialized help from you and your department and have received the benefits from the RDPO UAS program. Tremendous credit to you and your exceptional leadership as well as all the amazing and talented professionals who were part of this vision, project, and program.

Such a game changer in keeping firefighters safe, having real time intel for Incident Commanders, and the ability to operate the UAV inside compromised structures during the Origin/Cause investigation phase of an operation has been invaluable.

We are grateful and appreciative of your service, assistance, and partnership across the counties, within the region, and between departments.

Kind regards-

Sara Boone | Fire Chief (She/Her)
PORTLAND FIRE & RESCUE
55 SW Ash St, Portland, OR 97204

www.portlandoregon.gov/fire

City of Portland Core Values:

Anti-racism | Communication | Collaboration | Equity | Transparency | Fiscal Responsibility

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