

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

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Meeting ID: 273 755 937 628

Passcode: khapZx

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

**“This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President.”**
- IV. Consent Agenda
  - A. Approve Minutes from 11-9-2023 regular meeting
  - B. Approve Nov. 2023 Profit & Loss Detail
  - C. Approve Nov. 2023 Budget vs. Actual
- V. Statistical Data
  - A. Ambulance Activity Report
  - B. Response Activity Report
  - C. Community Paramedic Program
  - D. UAS Flight Summary
- VI. Staff Reports
  - A. Chief’s Report
  - B. Operations Report
  - C. EMS Operations Report
  - D. Fire Marshal & Training Report
  - E. Finance Report

- VII. Old Business
  - A. Lexipol Policy Updates (None at this meeting)
  
- VIII. Committee Reports
  - A. Management Team
  - B. Long Range Planning Committee
  - C. Awards & Incentives
  
- IX. Miscellaneous
  
- X. New Business
  - A. Board approval to issue Auditor Request for Proposal
  - B. Discussion about a possible bond
  - C. Letter CRFR sent to Employees and the media
  
- XI. Communications
  
- XII. Good of the Order
  
- XIII. Adjourn

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

# **PREVIOUS MEETING MINUTES**

**Scappoose Rural Fire District**  
**Board of Directors Regular Meeting**  
**Thursday, November 9, 2023**

**Microsoft Teams Meeting**

- I. Call to Order & Flag Salute – President Reeves called the meeting to order at 7:00 PM and led the flag salute.
- II. Roll Call – President Reeves, Vice President Graham, Director Gift, Director Krieck, Director Sorenson, Chief Pricher, Asst. Chief Marks, Lt. Heuer, FF Chaffeur, FF Zimbrick, FF Dietz, ERT Curio, Henry Oberbarnscheidt, FA Heath
- III. Public Comment - None
- IV. Consent Agenda
  - A. Approve Minutes from 10-17-2023 regular meeting – There were no comments.
  - B. Approve Oct. 2023 Profit & Loss Detail – Director Gift inquired about lagging FireMed & GEMT revenues. The District received approximately \$72,000 in GEMT revenue the first week of November. This will appear on next month’s Profit & Loss report. FireMed generally renews in late October, so a large renewal check is expected in November to make up for some of the delay in revenue. Director Krieck acknowledged the conflagration revenue that was deposited in October. Director Graham asked about the purchase of two batteries. Chief Pricher said they were for a medic and that these batteries last approximately 8 years.
  - C. Approve Oct. 2023 Budget vs. Actual – No comments.

**Director Krieck moved to accept the consent agenda. Director Sorenson seconded.**  
**The motion passed unanimously.**

- V. Statistical Data
  - A. Ambulance Activity Report – Director Graham noticed that transports numbers had returned to a more “normal” number from the highs in the 100s during recent months. Director Sorenson noted that revenue from 2023 had consistently outpaced revenue from the previous year month after month. He predicts we will have more EMS Revenue than we budgeted. Chief Pricher reiterated the need to budget revenue

conservatively, as EMS revenue can take wide swings, and we want to build our budget with that reality in mind.

Director Graham asked about the Annual Collections report, which was added to the packet for the first time. Chief Pricher noted that 50% of our costs are written off by contracts with Medicare and Medicaid, which is why we are involved in the GADCS survey. SRFD may need to look at what is charged for ambulance transports to be sure all transporting agencies in the county are charging similar rates.

- B. Response Activity Report – Chief Pricher highlighted the overlapping calls. When we first started tracking the overlapping calls, we were near 30%. Now those calls are consistently at or above 40%.
- C. UAS Flight Summary – There was no summary in the packet. Chief Pricher shared a video taken recently of an exercise at the Robertson Tunnel.

#### VI. Staff Reports

- A. Chief's Report – Director Sorenson asked if the tender and engine are still on-target for delivery in early 2024. Chief Pricher spoke to this and said the sign-offs on the final drawings should be soon and things are on target for early 2024 delivery. Director Gift and others congratulated Henry Oberbarnscheidt on his new position as Member Outreach.
- B. Operations Report – Director Gift asked about options for replacing the rescue. Chief Pricher said the old ambulance is currently the rescue. Discussion followed on the benefits and drawbacks of using the brush rig or rescue. This leads to the need for a new response apparatus which consumes most of the supplemental budget. Using the old ambulance buys some time to thoroughly vet the options, find an apparatus, and purchase exactly what the District needs. Director Sorenson asked what the plans are for the rescue. Chief Marks said it would be brought before the board to surplus in the future.
- C. EMS Operations Report – Director Graham asked if the crews are happy with the new ambulance. Chief Marks has heard no complaints.
- D. Fire Marshal & Training Report – Director Gift would like more information on the nature of a complaint listed in Chief Bautista's report dated 10/9/23. This request will be relayed to Chief Bautista. President Reeves thanked staff for the fire extinguisher training for City of Scappoose employees.

Director Sorenson asked about volunteer training noted in the Training report. Specifically, he was curious if there were any volunteers in the Chapman/Holbrook areas.

- E. Finance Report – Director Gift asked when the reimbursement to OSFM will need to be sent. Chief Pricher said we may be able to hold on to the excess until next year.

VII. Old Business

- A. Lexipol Policy Updates (None at this meeting)

VIII. Committee Reports

- A. Management Team – SDAO no longer holds classes on budgeting. The best bet is to go through Oregon Department of Revenue. FA Heath will let the board members know when the schedules for new budgeting classes are scheduled.

Director Gift updated the board on the meeting held to discuss Urban Renewal Districts (URD) and enterprise zones. The deadline for the short session was last week, so any new legislation will wait until the next session of the legislature.

Director Kriek asked for a summary of the meeting with representatives from CRFR.

Director Sorenson summarized the meeting and how SRFD representatives stressed the need for financial reporting.

The Civil Service Committee has met and there are two lists, one for Lt. and one for FF/Para. Clatskanie has first choice on the FF/Para. list. Movement into these positions will likely happen between mid-November and January 1<sup>st</sup>. Chief Pricher talked about the need to help the training department and get probationary employees successfully through the first year.

- B. Long Range Planning Committee – (Graham & Sorenson) Chief Pricher suggested this committee meet. The date of November 30 at 2:00 PM was scheduled.

- C. Awards & Incentives – Director Kriek is on this committee. Now that Member Outreach has been hired, Henry Oberbarnscheidt can work with Director Kriek to plan the annual awards banquet.

IX. Miscellaneous - None

X. New Business

- A. Supplemental Budget Resolution 2023-02 – Director Sorenson stated that this supplemental budget resolution essentially moves funds from one place to another.

This appropriates the funds so they can legally be spent. Chief Pricher reviewed the options for adding response apparatus.

**Director Graham moved to approve the supplemental budget. Director Gift seconded.**

**The motion passed unanimously.**

XI. Communications – A thank you card was received from Scappoose Public Library thanking the crew for the tour of the station for the home school families.

XII. Good of the Order – See UAS Flight Summary page 2.

XIII. Adjourn – Meeting adjourned at 8:00 pm.

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Mark A Gift – Board Secretary-Treasurer

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Date

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Submitted by Maria Heath

# **EXPENSE ACCOUNT ACTIVITY**



# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
				\$71,590.00
				\$135.67
				\$8,060.00
				\$71,482.00
				\$3,068.02
				\$2,584,468.45
				\$1,374,922.47
				\$3,959,390.92
				\$23,765.06
				\$3,983,155.98
				\$4,137,491.67
				\$4,137,491.67
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
11/02/2023	Deposit		Cobra Health Insurance	-788.35
11/09/2023	Bill	S.D.I.S.	November Health Insurance	28,818.03
11/16/2023	Expense	Benefit Help Solutions(FSA)	Monthly fee	125.00
11/29/2023	Bill	Standard Insurance	Nov 2023 OPFML	1,095.34
11/29/2023	Bill	Standard Insurance	Life, STD, LTD, AD&D	1,648.55
11/29/2023	Bill	HRA VEBA Trust	ER Contributions Oct.	10,139.06
11/29/2023	Bill	Colonial Life	Accident/Cancer policy for volunteers	733.10
11/29/2023	Expense	Paychex Payroll	Flex spd-cash out	10,067.10
11/29/2023	Expense	Paychex - tax	OR ER Work Benefit	59.62

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 550 Insurance</b>				<b>\$51,897.45</b>
560 Personnel Salaries				
11/02/2023	Deposit	Paychex Payroll	Reimbursement OPFML tax	-7,859.00
11/09/2023	Bill	S.D.I.S.	Sect. 125 Insurance	2,254.76
11/09/2023	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
11/13/2023	Expense	P.E.R.S.	EE PERS IAP Contrib.	13,897.87
11/29/2023	Expense	Paychex Payroll	Phone pay	50.00
11/29/2023	Bill	Inroads Credit Union	Nov. food fund	910.00
11/29/2023	Bill	Standard Insurance	Nov 2023 OPFML	1,394.08
11/29/2023	Bill	Tualatin Valley Fire Fighters Union	Nov. Union dues	2,593.72
11/29/2023	Bill	Standard Insurance	Life, STD, LTD, AD&D	79.32
11/29/2023	Bill	HRA VEBA Trust	EE Contributions Oct.	2,745.00
11/29/2023	Expense	Paychex Payroll	Balance of Net Pay	88,763.99
11/29/2023	Expense	Paychex Payroll	OT	22,090.95
11/29/2023	Expense	Paychex Payroll	ShiftDf-Acting Lt. Pay	371.63
11/29/2023	Expense	Paychex Payroll	Longevity	1,192.56
11/29/2023	Expense	Paychex Payroll	Incentives	2,013.99
11/29/2023	Expense	Paychex Payroll	FLSA-OT	9,045.20
11/29/2023	Expense	Paychex Payroll	Deferred Compensation	8,809.55
11/29/2023	Expense	Paychex Check	Contract payment	805.00
11/29/2023	Expense	Paychex - tax	EE Payroll Tax WH	59,492.26
11/30/2023	Expense	Voya - Oregon Savings Growth Plan	Nov. OSGP Contributions	20,650.92
<b>Total for 560 Personnel Salaries</b>				<b>\$229,438.70</b>
570 SocSec/Medicare(FICA)				
11/29/2023	Expense	Paychex - tax	ER Payroll Taxes	18,159.89
<b>Total for 570 SocSec/Medicare(FICA)</b>				<b>\$18,159.89</b>
580 Volunteer Services				
11/09/2023	Bill	Greenup, Cade	Nov . cell phone use	34.00
11/09/2023	Bill	Greisen, Michael S.	Nov. cell phone use	34.00
11/29/2023	Bill	LOSAP	Annual fee	150.00
<b>Total for 580 Volunteer Services</b>				<b>\$218.00</b>
590 Personnel Benefits				
11/09/2023	Bill	Oregon Occupational Medicine	Physical M Kreins	596.00
11/13/2023	Expense	P.E.R.S.	ER Pension PERS Contrib.	65,802.97
<b>Total for 590 Personnel Benefits</b>				<b>\$66,398.97</b>
<b>Total for 1.1 GENERAL FUND PERSONNEL SVCS</b>				<b>\$366,113.01</b>
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
11/09/2023	Bill	Merina+Co	Accounting Assistance	37.50
<b>Total for 670 Contract Services</b>				<b>\$37.50</b>
720 Public Fire Services				
11/21/2023	Bill	International Assoc. of Arson Investigati	Membership dues x 8 members @ \$65 ea.	520.00
<b>Total for 720 Public Fire Services</b>				<b>\$520.00</b>
740 Uniforms				
11/21/2023	Expense	Lighthouse Uniform Co.	Class A Uniform x 2	1,589.00
11/21/2023	Expense	Lighthouse Uniform Co.	Asst Chief Class A upgrades	197.80
11/25/2023	Expense	Galls, LLC	Collar brass BC Hennigan	17.20
11/29/2023	Bill	Beyond Uniforms & Apparel	30 Red T-shirts/16 sweatshirts	1,122.98

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 740 Uniforms</b>				<b>\$2,926.98</b>
750 Maintenance on Equipment				
11/09/2023	Bill	Pro Automotive & Diesel	2017 Ford Ambulance (parts)	2,417.87
11/09/2023	Bill	Pro Automotive & Diesel	2017 Ford Ambulance (labor)	5,499.50
11/09/2023	Bill	Pro Automotive & Diesel	Tire Fees	8.00
11/09/2023	Bill	Pro Automotive & Diesel	1995 Chevy K3500 AC service (labor)	455.00
11/09/2023	Bill	Pro Automotive & Diesel	1995 Chevy K3500 AC service (parts)	20.00
11/09/2023	Bill	Sirennet.com	AR Amber LED	93.60
11/09/2023	Bill	FinishLine Graphics	Graphics for Support431	45.00
11/09/2023	Bill	Pro Automotive & Diesel	2005 Ford F550 Fuel filter/pressure regulator (labor)	682.50
11/09/2023	Bill	Pro Automotive & Diesel	2005 Ford F550 Fuel filter/pressure regulator (parts)	232.52
11/09/2023	Bill	Pro Automotive & Diesel	2022 Ford F-350 Oil Change, balance tires (labor)	220.00
11/09/2023	Bill	Pro Automotive & Diesel	2022 Ford F-350 Oil change, balance tires (parts)	20.00
11/09/2023	Bill	Wilcox & Flegel	200 Gal unleaded @ \$2.9289	663.07
11/09/2023	Bill	Wilcox & Flegel	400 Gal Bio Diesel @ \$3.1734	1,272.06
11/29/2023	Bill	Pro Automotive & Diesel	2005 Ford F550 Turbo, pedal, valve gasket (labor)	3,022.50
11/29/2023	Bill	Pro Automotive & Diesel	2005 Ford F550 Turbo, pedal, valve gasket (parts)	2,816.54
11/29/2023	Bill	Pro Automotive & Diesel	2015 GMC Sierra Steel cable, headlamps & headlights (labor)	487.50
11/29/2023	Bill	Pro Automotive & Diesel	2015 GMC Sierra Steel cable, headlamps & headlights (parts)	2,292.15
11/29/2023	Bill	Sunset Auto Parts	2 QT Dex Mercon	12.98
11/29/2023	Bill	True North Emergency Equipment	Pierce Pumper Annual	15,868.06
11/29/2023	Bill	Pro Automotive & Diesel	2015 GMC Diesel diagnosis	390.00
11/29/2023	Bill	Sunset Auto Parts	Rescue jack parts	2.69
<b>Total for 750 Maintenance on Equipment</b>				<b>\$36,521.54</b>
760 Administration				
11/01/2023	Expense	Flora Designs	Flowers for Anderson	60.00
11/06/2023	Expense	Fred Meyer	Civil Service Comm lunch	14.03
11/06/2023	Expense	Fred Meyer	Volunteer retirement	4.19
11/08/2023	Expense	Dairy Queen	Volunteer retirement	47.96
11/09/2023	Expense	Amazon	Composition books	14.99
11/09/2023	Bill	Special Districts Assoc. of Oregon	2024 Membership Dues	4,048.00
11/09/2023	Bill	Booth, Karleigh	Replenish petty cash	200.00
11/09/2023	Bill	A+ Engraving, LLC	Retiring Volunteer Plaque	83.00
11/13/2023	Expense	Fred Meyer	FDB refreshments	25.77
11/14/2023	Expense	US Bank	Analysis Service Charge	16.95
11/14/2023	Expense	IAFC Membership	Marks membership dues	340.00
11/26/2023	Expense	Amazon	Otterbox iPhone	23.99
11/26/2023	Expense	Pizza Vendor	Interview panel dinner	43.85
11/29/2023	Bill	Pacific Office Automation, Inc.	B/W Copies Oct.	57.98
11/29/2023	Bill	Grove Mueller & Swank PC	Interim Audit fees 2023	12,750.00
11/29/2023	Bill	DocuMart Printing & Copying	Table covers - 3 - 6 ft. w/ logo	694.19
11/29/2023	Bill	Local Government Law Group	Legal fees - URA & tax revenue	405.00
11/29/2023	Bill	Pacific Office Automation, Inc.	Color copies Sept. - Oct.	303.96
11/30/2023	Expense	Paychex Invoice	payroll processing invoice	225.90

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 760 Administration</b>				<b>\$19,359.76</b>
765 Information Technology				
11/03/2023	Expense	JAMF Software, LLC	monthly subscription	192.00
11/09/2023	Bill	Apple Inc.	Power adapter, USB, AirPods, Keyboard	576.00
11/09/2023	Bill	Centerlogic, Inc.	Monthly billing for Nov.	1,696.50
11/09/2023	Bill	Centerlogic, Inc.	0.5 hrs @ \$115/hr	57.50
11/10/2023	Expense	Amazon	ViewSonic Monitors	214.99
11/14/2023	Expense	Firms App Ltd	monthly recurring	6.38
11/15/2023	Bill	Verizon Wireless	Machine to machine	7.87
11/15/2023	Bill	Verizon Wireless	iPhones & iPads	1,153.18
11/17/2023	Expense	Apple Inc.	monthly storage	9.99
11/18/2023	Expense	CenturyLink	Main Station back-up	60.00
11/18/2023	Expense	CenturyLink	Holbrook modem	75.00
11/22/2023	Expense	Amazon	HDMI Cable x 2	27.98
11/23/2023	Expense	Amazon	Outdoor extension cord	56.82
11/26/2023	Expense	Intuit Quickbooks	QBO monthly invoice	90.00
11/29/2023	Bill	Centerlogic, Inc.	2 hrs @ \$115	230.00
11/29/2023	Bill	City of Portland	800 MHZ access Nov	166.71
11/29/2023	Bill	Comcast Business	Main station IT Nov.	253.85
11/29/2023	Bill	Kleinberg Tech	Fire Code Updates	450.00
11/29/2023	Bill	Spectrum VoIP	VOIP monthly charge	29.78
11/29/2023	Bill	AT&T Mobility	Nov. charges - phones, iPads	682.70
11/29/2023	Bill	Kleinberg Tech	October Report	210.00
11/29/2023	Bill	CenturyLink	Chapman Internet	84.22
<b>Total for 765 Information Technology</b>				<b>\$6,331.47</b>
770 Cleaning Materials & Supplies				
11/15/2023	Expense	Amazon	Cleaning products	31.22
11/15/2023	Expense	Amazon	Paper products	130.08
11/15/2023	Expense	Amazon	Cleaning products	17.25
11/16/2023	Expense	Amazon	Paper products	80.92
<b>Total for 770 Cleaning Materials &amp; Supplies</b>				<b>\$259.47</b>
775 Emerg. Operating Supplies				
11/09/2023	Bill	SeaWestern Fire Apparatus	1 pr. Haix boots	325.00
11/09/2023	Bill	SeaWestern Fire Apparatus	Shipping & Handling	19.60
11/09/2023	Expense	Amazon	iPad Pro case	33.99
11/09/2023	Bill	SeaWestern Fire Apparatus	Shipping & Handling	28.00
11/09/2023	Bill	Columbia Feed & Supply	Stihl parts	40.04
11/09/2023	Bill	SeaWestern Fire Apparatus	6 Phenix Helmets	2,048.40
11/21/2023	Expense	Sootsoap	FF decon supplies	59.00
11/29/2023	Bill	SeaWestern Fire Apparatus	Shipping & Handling	10.50
11/29/2023	Bill	L.N. Curtis and Sons	SCBA supplies	572.26
11/29/2023	Bill	L.N. Curtis and Sons	SCBA Tag Assy	304.69
11/29/2023	Bill	SeaWestern Fire Apparatus	Attachment kits for goggles	35.00
11/29/2023	Bill	SeaWestern Fire Apparatus	Shipping & Handling	5.50
11/29/2023	Bill	SeaWestern Fire Apparatus	Elkhart knob handles & valves	3,411.45
11/29/2023	Bill	SeaWestern Fire Apparatus	Shipping & Handling	125.00
11/29/2023	Bill	SeaWestern Fire Apparatus	Nameplates, helmet strips, passports	440.73

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 775 Emerg. Operating Supplies</b>				<b>\$7,459.16</b>
780 Building & Grounds Maint.				
11/09/2023	Bill	Paramount Pest Control Inc.	Chapman pest control	110.00
11/09/2023	Bill	Paramount Pest Control Inc.	Main Station pest control	89.00
11/29/2023	Bill	Paramount Pest Control Inc.	Main Station pest control	89.00
11/29/2023	Bill	Crow Water Systems	Annual Backflow Testing	135.00
11/29/2023	Bill	Paramount Pest Control Inc.	Chapman pest control	110.00
<b>Total for 780 Building &amp; Grounds Maint.</b>				<b>\$533.00</b>
790 Training				
11/13/2023	Expense	Best Western St Helens	Ropes course instructor lodging	246.54
11/25/2023	Expense	D.P.S.S.T.	Fingerprint fee Ramsey	46.25
11/29/2023	Vendor Credit	Ace Hardware - Scappoose	Vendor credit Ace Rewards	-5.00
11/29/2023	Bill	Ace Hardware - Scappoose	4 -1x10 Pipe	5.00
11/29/2023	Bill	Ace Hardware - Scappoose	4 -1x10 Pipe	38.96
11/29/2023	Bill	Gordon Houston	NFPA Aerial Op Instructor	800.00
<b>Total for 790 Training</b>				<b>\$1,131.75</b>
810 Utilities				
11/09/2023	Bill	P.G.E.	Cleetwood	130.63
11/09/2023	Bill	Waste Management of Oregon, Inc.	Oct. garbage/recycling	140.18
11/09/2023	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	126.34
11/09/2023	Bill	Graybar Financial Services	Voip phones - November	299.25
11/27/2023	Expense	W.O.E.C.	Acct 13045001 - Nov. billing	209.84
11/29/2023	Bill	Wilcox & Flegel	Furnace Oil - 63.7 gal @ \$4.71	300.03
11/29/2023	Bill	City of Scappoose	Base meter charge	40.29
11/29/2023	Bill	CenturyLink	Chapman Phone	61.63
11/29/2023	Bill	CenturyLink	Main Station Fax	61.14
11/29/2023	Bill	City of Scappoose	Sewer & Water charges	592.77
<b>Total for 810 Utilities</b>				<b>\$1,962.10</b>
870 EMS Operations				
11/09/2023	Bill	Airgas - USA, LLC	Cylinder Rental	143.37
11/09/2023	Bill	Bound Tree Corp.	EMS Medications	319.40
11/09/2023	Bill	Life-Assist, Inc.	EMS Medications & Supplies	1,476.92
11/09/2023	Bill	Life-Assist, Inc.	EMS medications	174.71
11/09/2023	Bill	Life-Assist, Inc.	EMS medications	38.80
11/09/2023	Bill	Airgas - USA, LLC	Standard Invoice	663.47
11/09/2023	Bill	EMS Technology Solutions, LLC	Fleet Mngmt Licenses @ 24	120.00
11/09/2023	Bill	EMS Technology Solutions, LLC	Inventory/Asses Mngmt @ 1	35.00
11/09/2023	Bill	EMS Technology Solutions, LLC	Inventory/Asset Mngmt @ 5	150.00
11/09/2023	Bill	Jenna Wiley, MD	Physician advisor - Nov.	666.00
11/09/2023	Bill	Life-Assist, Inc.	EMS Supplies	222.70
11/09/2023	Bill	Systems Design West (SDW)	86 EMS Billing for Oct. @ 23.50	2,149.70
11/09/2023	Bill	Airgas - USA, LLC	Standard Invoice	271.92
11/29/2023	Bill	Life-Assist, Inc.	EMS supplies	439.83
11/29/2023	Bill	Bound Tree Corp.	EMS Medications	156.24
11/29/2023	Bill	Life-Assist, Inc.	EMS medications	310.40
11/29/2023	Bill	Life-Assist, Inc.	EMS medications	213.34
<b>Total for 870 EMS Operations</b>				<b>\$7,551.80</b>
<b>Total for 1.2 GENERAL FUND MATERIAL &amp; SVC</b>				<b>\$84,594.53</b>
1.4 GENERAL FUND DEBT				
930 Debt Service Principal				
11/29/2023	Bill	Stryker Flex Financial	4 of 4 annual payments for Life packs	2,074.66

# Scappoose Rural Fire Protection District

## Profit and Loss Detail

November 2023

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Total for 930 Debt Service Principal</b>				<b>\$2,074.66</b>
<b>Total for 1.4 GENERAL FUND DEBT</b>				<b>\$2,074.66</b>
<b>Total for 1...</b>				<b>\$452,782.20</b>
<b>Total for 1..GENERAL FUND EXPENDITURES</b>				<b>\$452,782.20</b>
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment				
11/09/2023	Bill	Rosenbauer South Dakota, LLC	Rosenbauer Engine chassis pre/pay	221,572.00
11/09/2023	Bill	Rosenbauer South Dakota, LLC	Freightliner WT chassis pre-pay	116,205.00
<b>Total for Fire Apparatus &amp; Equipment</b>				<b>\$337,777.00</b>
<b>Total for 3. PROPERTY FUND CAPITAL OUTLAY</b>				<b>\$337,777.00</b>
Unapplied Cash Bill Payment Expense				
11/29/2023	Bill	US Bank	11-30-23	2,360.45
11/29/2023	Bill	US Bank	11-30-23	1,894.10
11/29/2023	Bill	US Bank	Nov. CC charges	-9,309.37
11/29/2023	Bill	US Bank	11-30-23	37.15
11/29/2023	Bill	US Bank	11-30-23	4,608.68
11/29/2023	Bill	US Bank	11-30-23	408.99
<b>Total for Unapplied Cash Bill Payment Expense</b>				<b>\$0.00</b>
<b>Total for Expenses</b>				<b>\$790,559.20</b>
<b>Net Income</b>				<b>\$3,346,932.47</b>

# **BUDGET VS ACTUAL**

# Scappoose Rural Fire Protection District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	2,855,478.01	2,787,811.00	67,667.01	102.43 %
Conflagration	139,267.66	30,000.00	109,267.66	464.23 %
EMS Receipts	400,704.99	720,000.00	-319,295.01	55.65 %
Fire Marshal	2,062.63	1,000.00	1,062.63	206.26 %
FireMed	10,580.00	20,000.00	-9,420.00	52.90 %
G.E.M.T. (Medicaid)	90,943.83	125,000.00	-34,056.17	72.76 %
Gas Royalties		1,000.00	-1,000.00	
Grant Awards	73,284.61	169,000.00	-95,715.39	43.36 %
Interest Earned on Investments	31,008.17	50,000.00	-18,991.83	62.02 %
Miscellaneous Revenue	15,380.90	20,000.00	-4,619.10	76.90 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,584,468.45	2,843,637.00	-259,168.55	90.89 %
Permanent Rate Levy	1,374,922.47	1,592,580.00	-217,657.53	86.33 %
<b>Total Taxes - Current</b>	<b>3,959,390.92</b>	<b>4,436,217.00</b>	<b>-476,826.08</b>	<b>89.25 %</b>
Taxes - Prior Years	96,227.66	105,000.00	-8,772.34	91.65 %
<b>Total Property Taxes</b>	<b>4,055,618.58</b>	<b>4,541,217.00</b>	<b>-485,598.42</b>	<b>89.31 %</b>
<b>Total 1. GENERAL FUND REVENUES</b>	<b>7,674,329.38</b>	<b>8,465,028.00</b>	<b>-790,698.62</b>	<b>90.66 %</b>
<b>2. GRANT FUND REVENUE</b>				
Begin Available Cash on Hand	51,253.41	51,016.00	237.41	100.47 %
Grant Award	2,264.25	352,850.00	-350,585.75	0.64 %
<b>Total 2. GRANT FUND REVENUE</b>	<b>53,517.66</b>	<b>403,866.00</b>	<b>-350,348.34</b>	<b>13.25 %</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	395,222.38	460,367.00	-65,144.62	85.85 %
Grant Income	33,535.00	398,000.00	-364,465.00	8.43 %
Interest Earned on Investments	6,361.95	4,000.00	2,361.95	159.05 %
Transfers In		584,969.00	-584,969.00	
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>435,119.33</b>	<b>1,447,336.00</b>	<b>-1,012,216.67</b>	<b>30.06 %</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	206,959.49	204,412.00	2,547.49	101.25 %
Interest Earned on Investments	3,144.23	3,000.00	144.23	104.81 %
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>210,103.72</b>	<b>207,412.00</b>	<b>2,691.72</b>	<b>101.30 %</b>
<b>Total Income</b>	<b>\$8,373,070.09</b>	<b>\$10,523,642.00</b>	<b>\$ -2,150,571.91</b>	<b>79.56 %</b>
<b>GROSS PROFIT</b>	<b>\$8,373,070.09</b>	<b>\$10,523,642.00</b>	<b>\$ -2,150,571.91</b>	<b>79.56 %</b>
<b>Expenses</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
<b>1...</b>				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	267,636.28	814,258.00	-546,621.72	32.87 %
560 Personnel Salaries	1,249,919.22	3,206,660.00	-1,956,740.78	38.98 %



# Scappoose Rural Fire Protection District

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
570 SocSec/Medicare(FICA)	97,172.12	254,986.00	-157,813.88	38.11 %
580 Volunteer Services	1,843.72	20,000.00	-18,156.28	9.22 %
590 Personnel Benefits	348,101.51	1,047,055.00	-698,953.49	33.25 %
<b>Total 1.1 GENERAL FUND PERSONNEL SVCS</b>	<b>1,964,672.85</b>	<b>5,342,959.00</b>	<b>-3,378,286.15</b>	<b>36.77 %</b>
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	77,387.19	55,000.00	22,387.19	140.70 %
680 Communications Maintenance	1,724.83	6,100.00	-4,375.17	28.28 %
720 Public Fire Services	5,014.67	15,000.00	-9,985.33	33.43 %
730 Property & Liability Insur.		80,000.00	-80,000.00	
740 Uniforms	4,960.56	20,000.00	-15,039.44	24.80 %
750 Maintenance on Equipment	79,284.03	140,000.00	-60,715.97	56.63 %
760 Administration	39,815.21	60,000.00	-20,184.79	66.36 %
765 Information Technology	41,317.26	115,000.00	-73,682.74	35.93 %
770 Cleaning Materials & Supplies	1,504.98	5,500.00	-3,995.02	27.36 %
775 Emerg. Operating Supplies	17,583.22	100,000.00	-82,416.78	17.58 %
780 Building & Grounds Maint.	14,016.67	82,000.00	-67,983.33	17.09 %
790 Training	24,562.28	132,345.00	-107,782.72	18.56 %
810 Utilities	12,086.77	45,000.00	-32,913.23	26.86 %
870 EMS Operations	47,554.05	117,500.00	-69,945.95	40.47 %
<b>Total 1.2 GENERAL FUND MATERIAL &amp; SVC</b>	<b>366,811.72</b>	<b>973,445.00</b>	<b>-606,633.28</b>	<b>37.68 %</b>
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment		100,000.00	-100,000.00	
<b>Total 1.3 GENERAL FUND CAPITL OUTLAY</b>		<b>100,000.00</b>	<b>-100,000.00</b>	
1.4 GENERAL FUND DEBT				
930 Debt Service Interest	2,168.44	2,170.00	-1.56	99.93 %
930 Debt Service Principal	61,484.28	61,485.00	-0.72	100.00 %
<b>Total 1.4 GENERAL FUND DEBT</b>	<b>63,652.72</b>	<b>63,655.00</b>	<b>-2.28</b>	<b>100.00 %</b>
<b>Total 1...</b>	<b>2,395,137.29</b>	<b>6,480,059.00</b>	<b>-4,084,921.71</b>	<b>36.96 %</b>
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		584,969.00	-584,969.00	
<b>Total 1.5 GENERAL FUND TRANSFER OUT</b>		<b>584,969.00</b>	<b>-584,969.00</b>	
1.6 GENERAL FUND CONTINGENCY				
1.7 GENERAL RESERVED FOR FUTURE				
<b>Total 1..GENERAL FUND EXPENDITURES</b>	<b>2,395,137.29</b>	<b>8,465,028.00</b>	<b>-6,069,890.71</b>	<b>28.29 %</b>
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS		125,000.00	-125,000.00	
2.3 MATERIALS & SERVICES	12,580.47	231,516.00	-218,935.53	5.43 %
2.4 CAPITAL OUTLAY	40,358.90	47,350.00	-6,991.10	85.24 %
<b>Total 2. GRANT FUND EXPENSE</b>	<b>52,939.37</b>	<b>403,866.00</b>	<b>-350,926.63</b>	<b>13.11 %</b>
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment	331,661.00	1,439,240.00	-1,107,579.00	23.04 %
Miscellaneous Real Property		7,096.00	-7,096.00	

# Scappoose Rural Fire Protection District

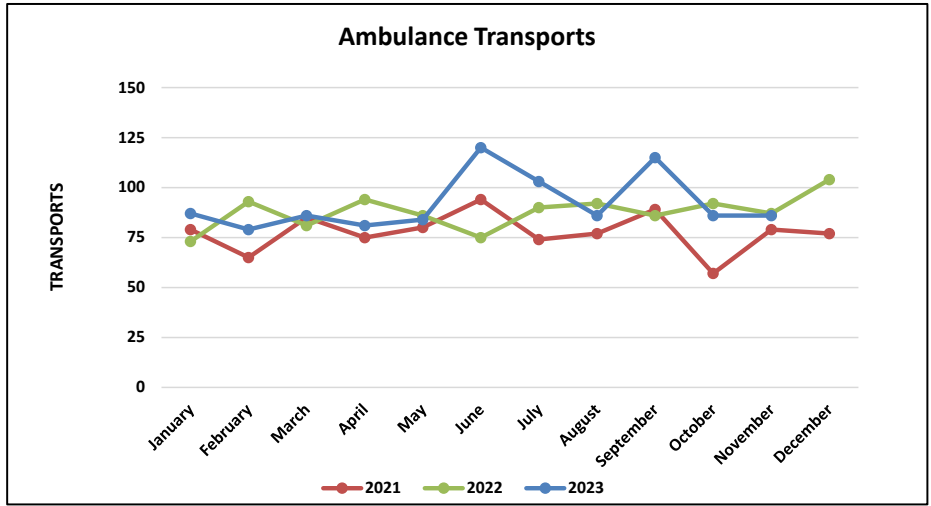
Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 2023 - June 2024

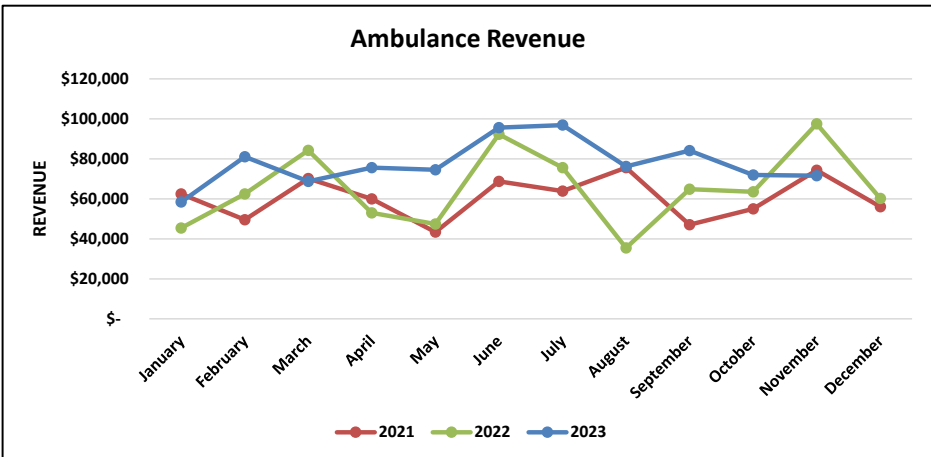
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Reserved for Future Expenses		1,000.00	-1,000.00	
<b>Total 3. PROPERTY FUND CAPITAL OUTLAY</b>	<b>331,661.00</b>	<b>1,447,336.00</b>	<b>-1,115,675.00</b>	<b>22.92 %</b>
<b>4. PERSONNEL SVC FUND EXPENSE</b>				
Liability & Service		202,412.00	-202,412.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
<b>Total 4. PERSONNEL SVC FUND EXPENSE</b>		<b>207,412.00</b>	<b>-207,412.00</b>	
Unapplied Cash Bill Payment Expense	0.00		0.00	
<b>Total Expenses</b>	<b>\$2,779,737.66</b>	<b>\$10,523,642.00</b>	<b>\$ -7,743,904.34</b>	<b>26.41 %</b>
NET OPERATING INCOME	<b>\$5,593,332.43</b>	<b>\$0.00</b>	<b>\$5,593,332.43</b>	<b>0.00%</b>
NET INCOME	<b>\$5,593,332.43</b>	<b>\$0.00</b>	<b>\$5,593,332.43</b>	<b>0.00%</b>

**AMBULANCE BILLING  
&  
TRANSPORT REPORT**

Month	2021	2022	2023
January	79	73	87
February	65	93	79
March	85	81	86
April	75	94	81
May	80	86	84
June	94	75	120
July	74	90	103
August	77	92	86
September	89	86	115
October	57	92	86
November	79	87	86
December	77	104	



Month	2021	2022	2023
January	\$ 62,433	\$ 45,385	\$ 58,387
February	\$ 49,564	\$ 62,509	\$ 81,019
March	\$ 70,213	\$ 84,303	\$ 68,763
April	\$ 59,929	\$ 52,956	\$ 75,599
May	\$ 43,379	\$ 47,415	\$ 74,577
June	\$ 68,789	\$ 92,324	\$ 95,639
July	\$ 63,882	\$ 75,581	\$ 96,872
August	\$ 75,612	\$ 35,455	\$ 76,175
September	\$ 47,015	\$ 64,803	\$ 84,125
October	\$ 55,047	\$ 63,485	\$ 71,943
November	\$ 74,287	\$ 97,509	\$ 71,590
December	\$ 56,095	\$ 60,188	



# MONTHLY REPORT

# SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

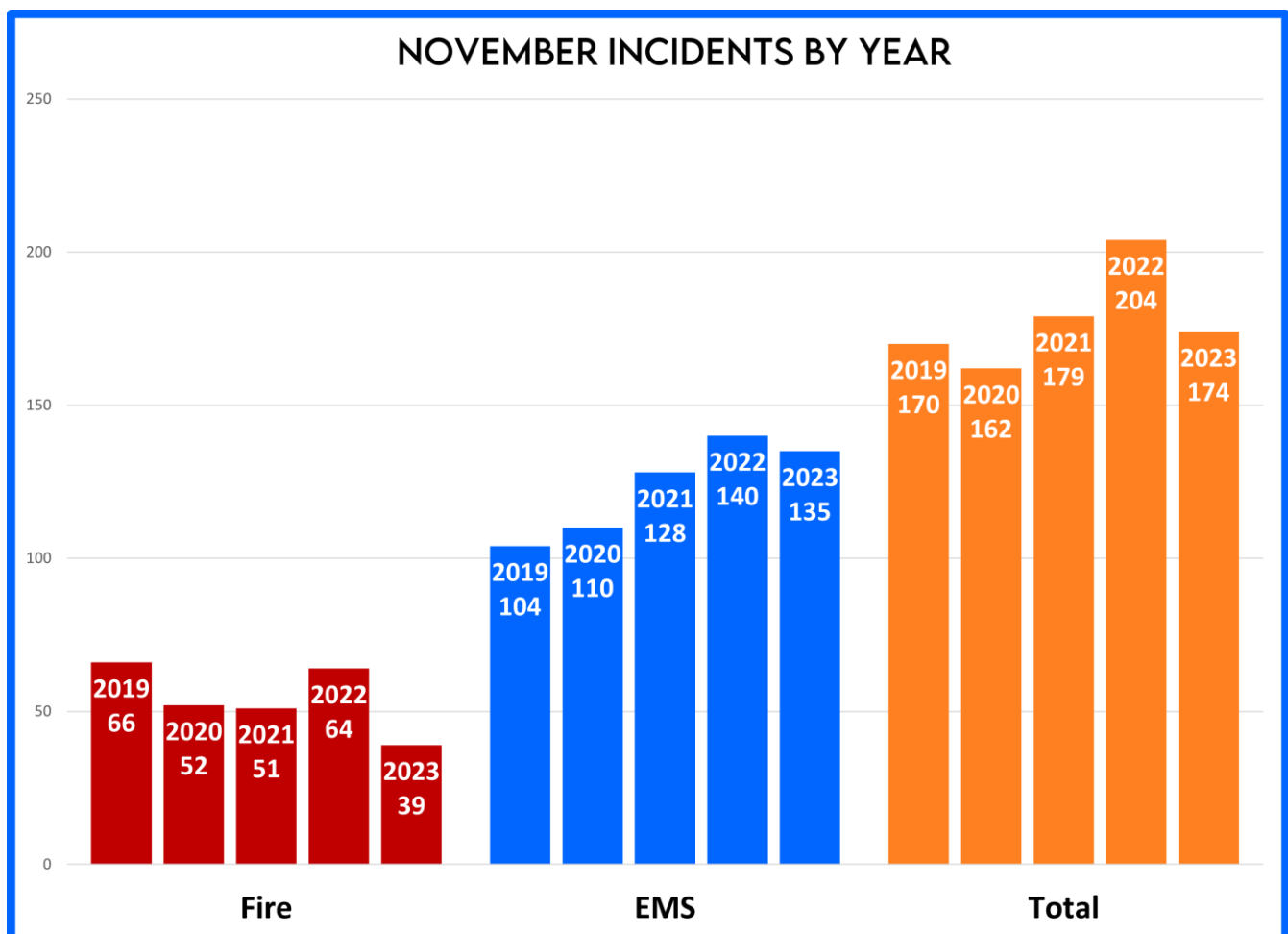


NOVEMBER 2023

For the month of November, Scappoose Rural Fire Protection District responded to a total of 173 calls for service. There was a total of 364 apparatus responses spending 240 hours and 3 minutes of time. EMS incidents accounted for 78% of the call volume, while Fire incidents were 22%. There were 135 EMS related calls for the month, including a total of 140 patients treated, with 86 of those transported to area hospitals. COVID-19 was suspected or confirmed in 4 patients.

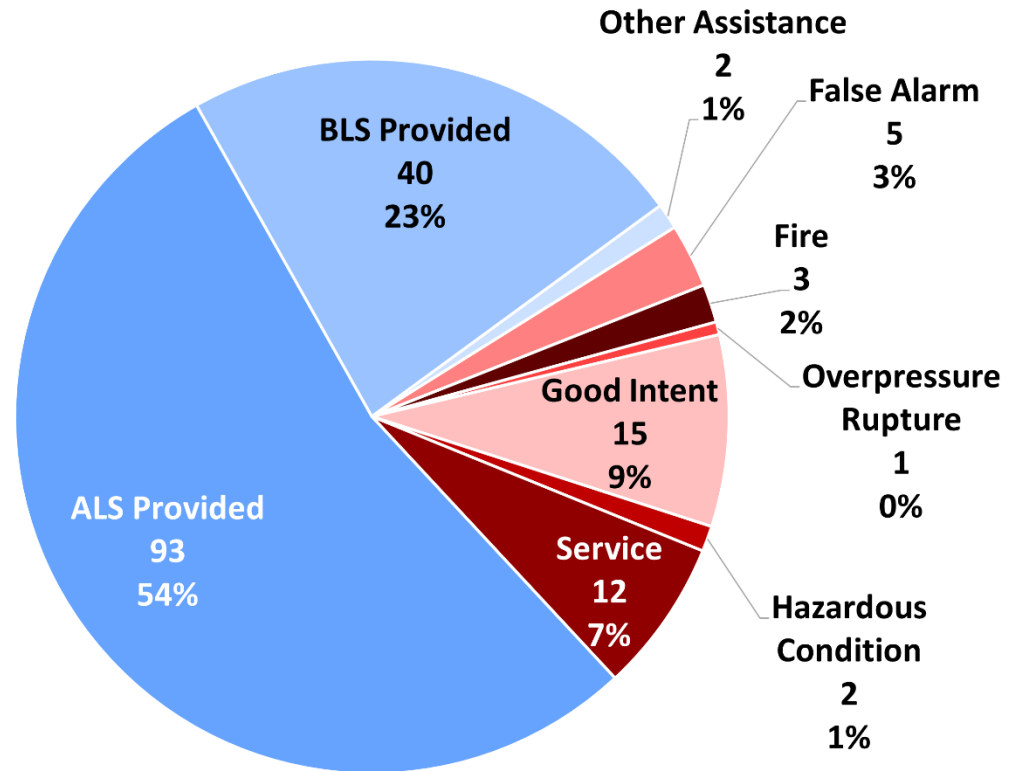
Approximately 45% of the calls for service (77 incidents) represent overlapping calls (at least one other call in progress). Approximately 23% (11 incidents) of the of the 47 incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There were no incidents where unit(s) were deployed for more than two days. Either of these situations could require units to respond to areas outside their base districts, which would result in increased response times as well as depleted available resources to respond to emergencies.

For the month of November, SRFD averaged 1.27 Fire calls per day and 4.50 EMS calls per day for an overall daily average of 5.77 calls per day. Total Fire & EMS incidents for the same month in 2022 was 204. There were 15.2% less calls this month compared to the same month last year.



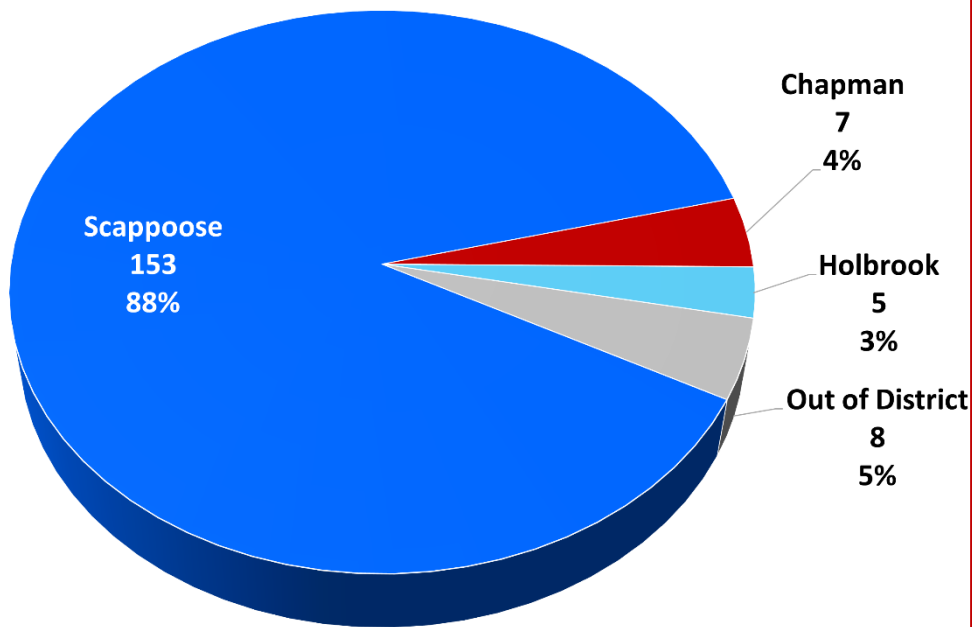
# FIRE AND EMS CALL BREAKDOWN FOR NOVEMBER 2023

NOVEMBER 2023 - ALL CALLS BY TYPE  
173 Incidents



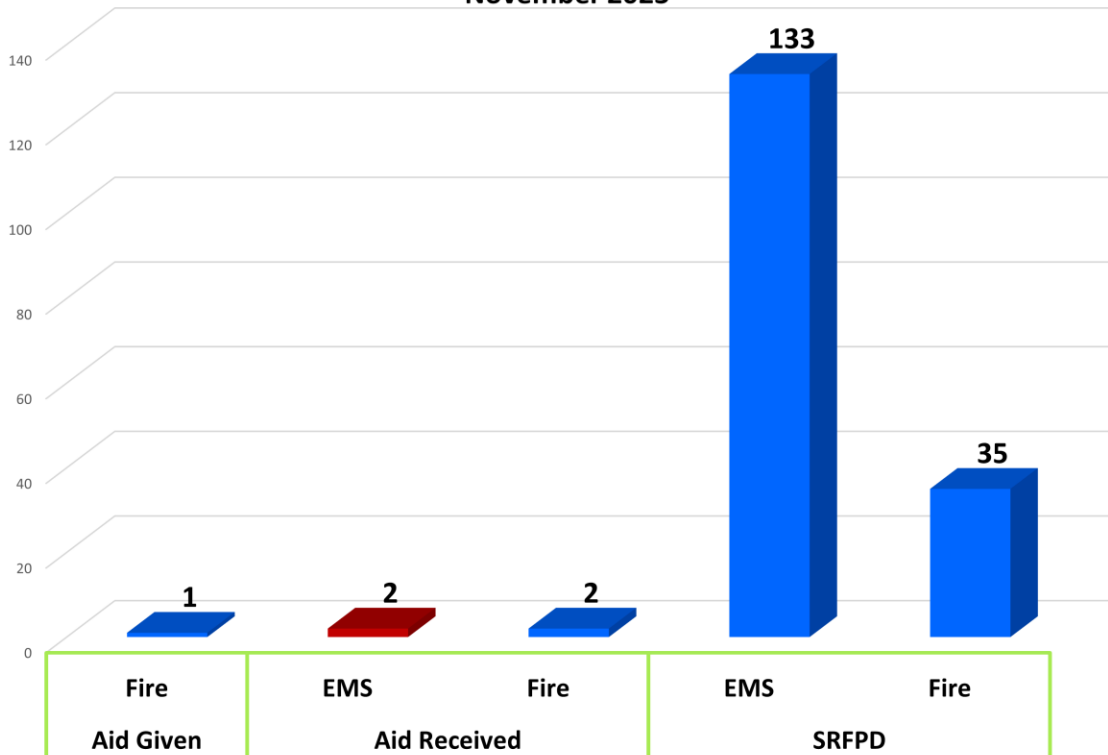
### NOVEMBER 2023 - INCIDENTS BY STATION

173 Incidents with 364 Apparatus Responses



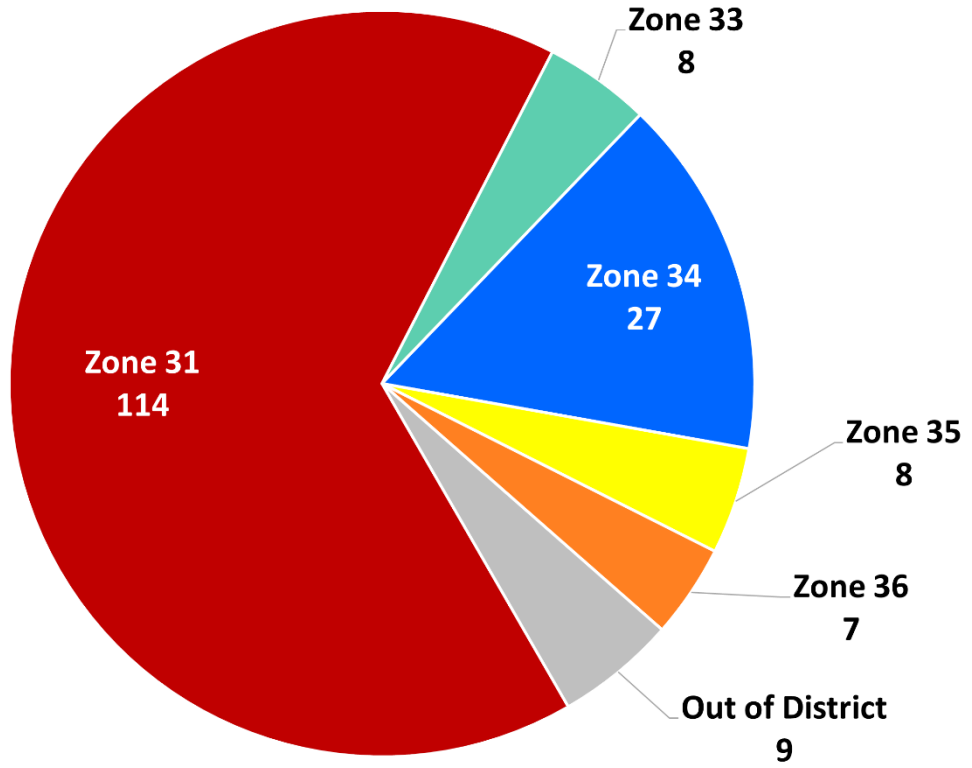
### INCIDENTS BY RESPONDING JURISDICTION

November 2023



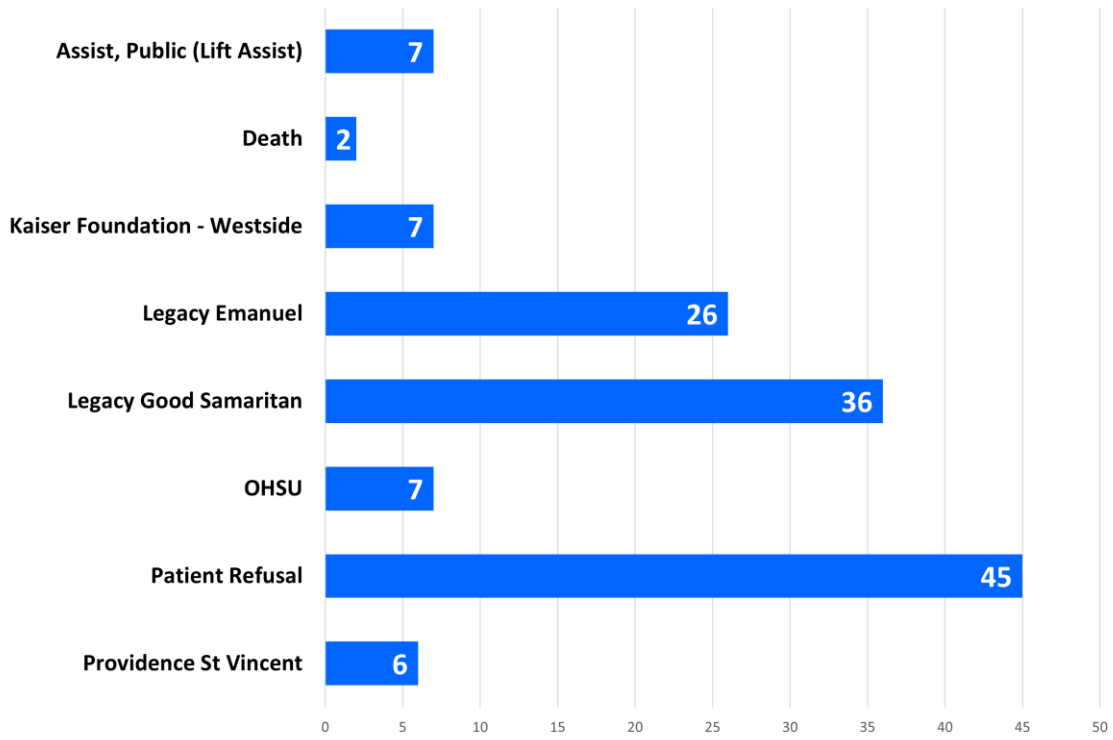


# NOVEMBER 2023 - INCIDENTS BY ZONE

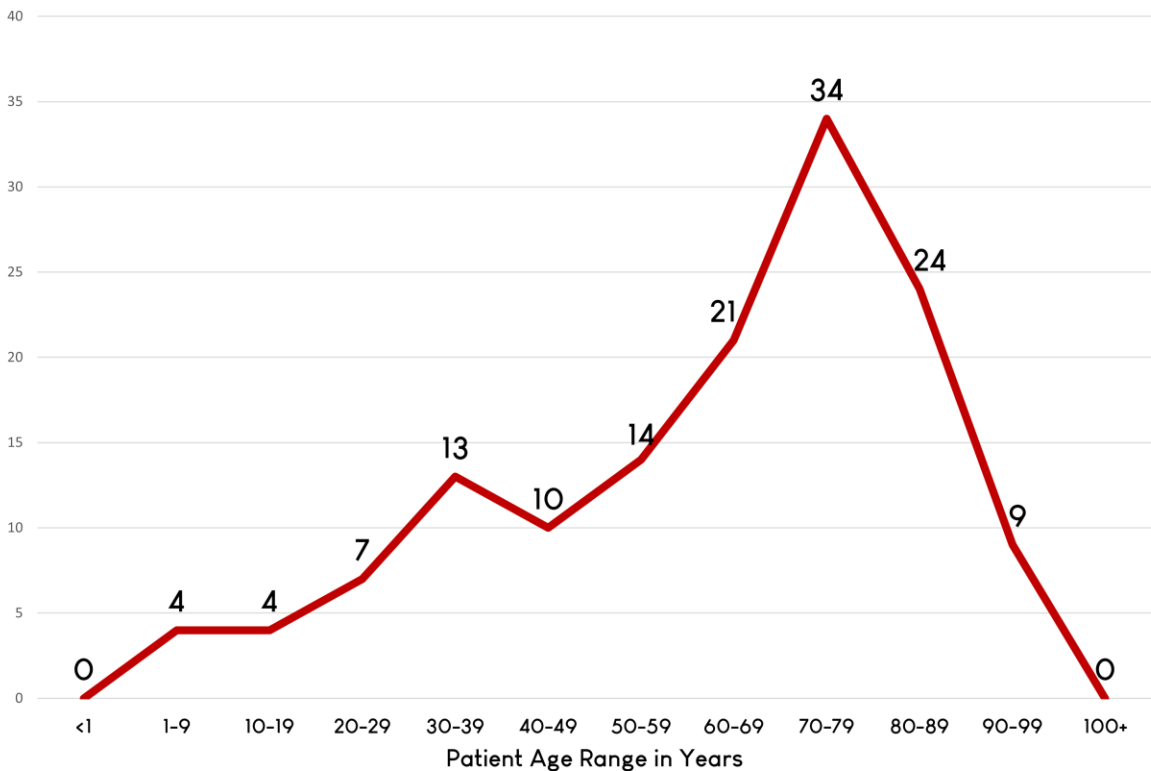


### NOVEMBER 2023 - PATIENT DISPOSTION

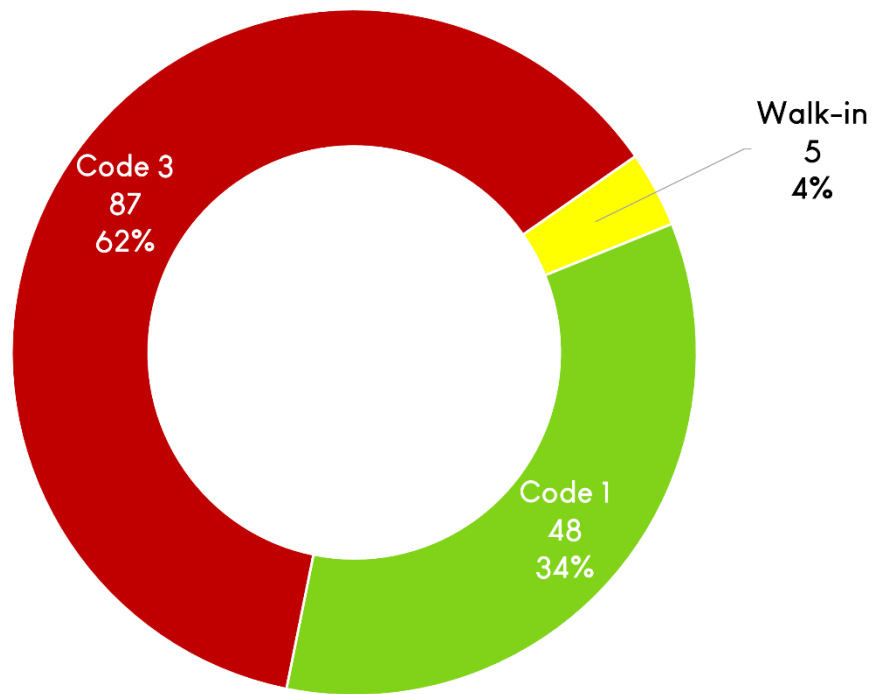
140 PATIENTS TREATED; 86 TRANSPORTED



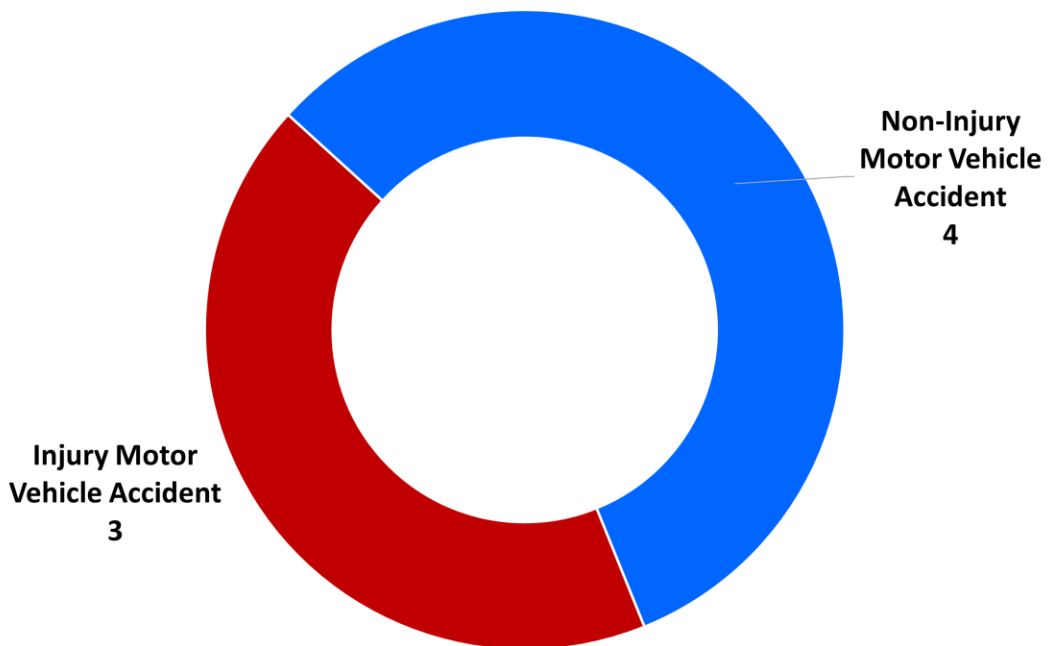
### NOVEMBER 2023 AGE OF 140 PATIENTS TREATED

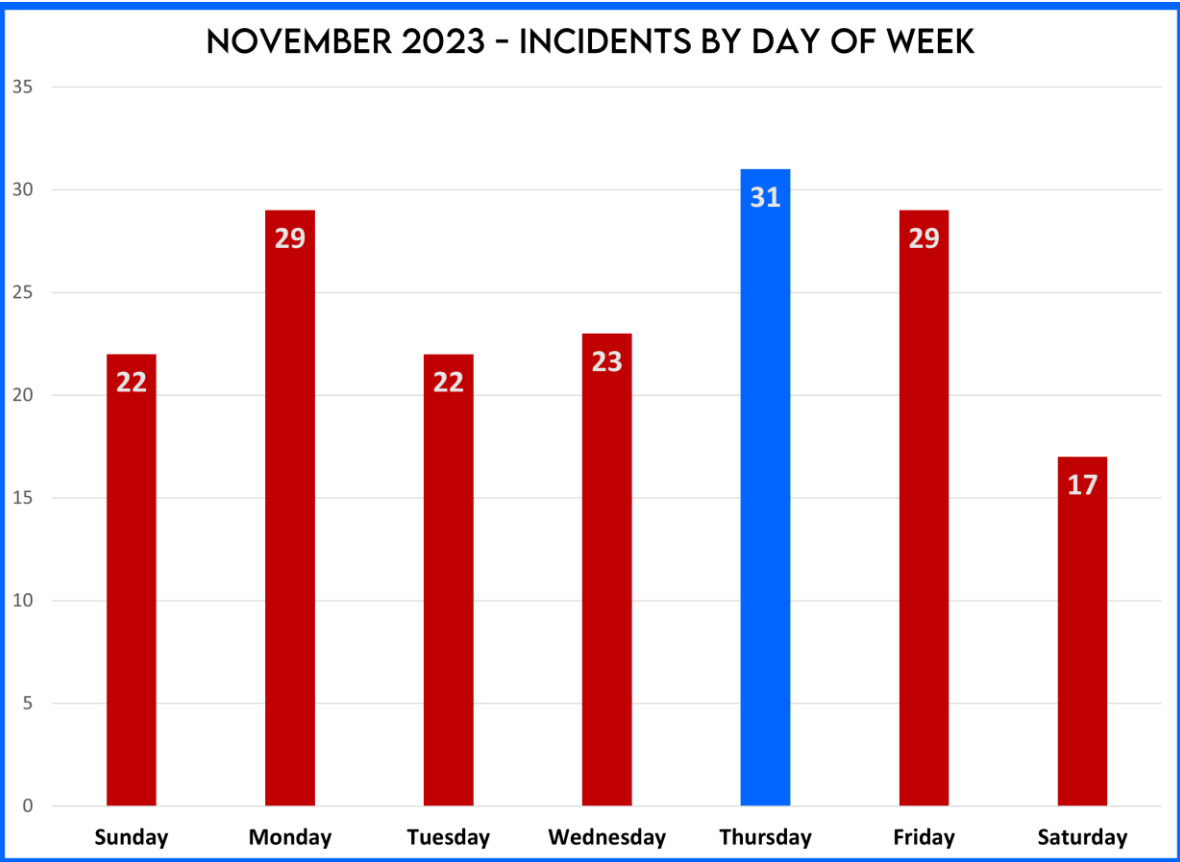
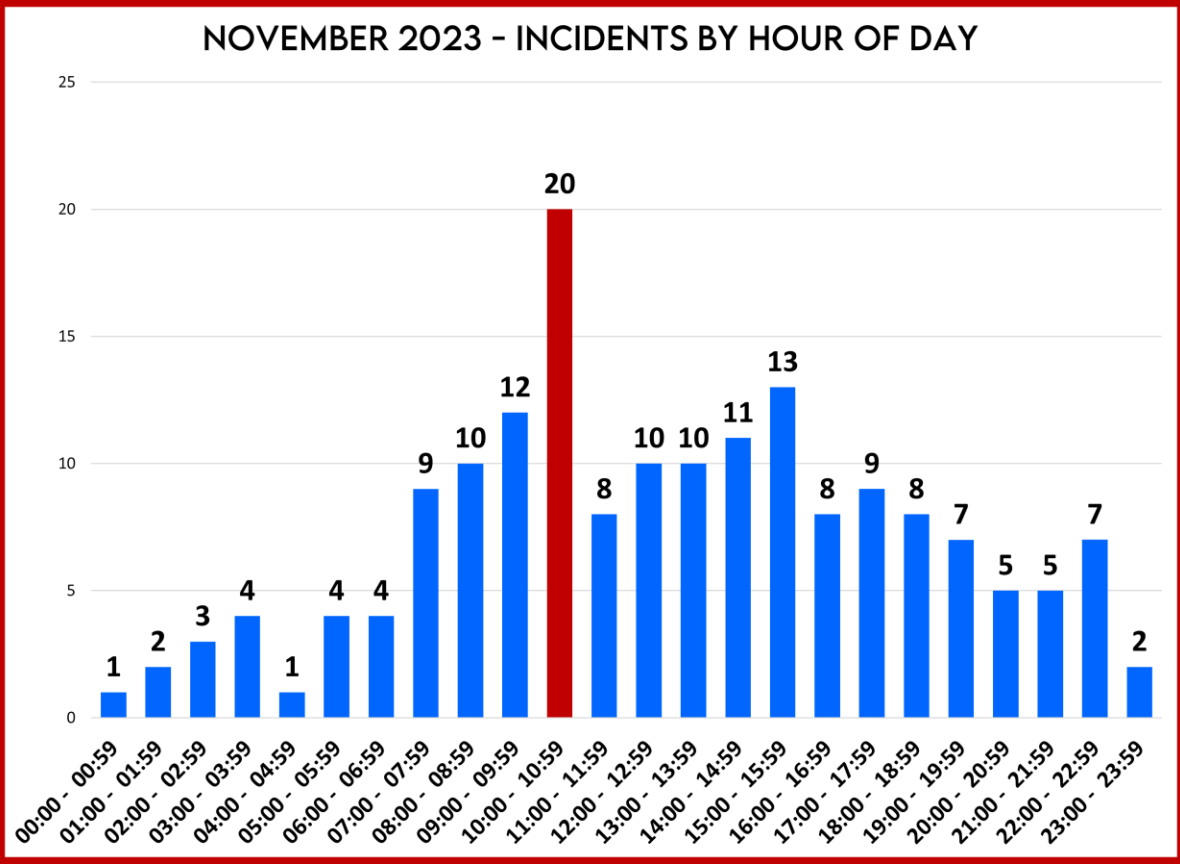


### NOVEMBER 2023 - EMS RESPONSE MODE

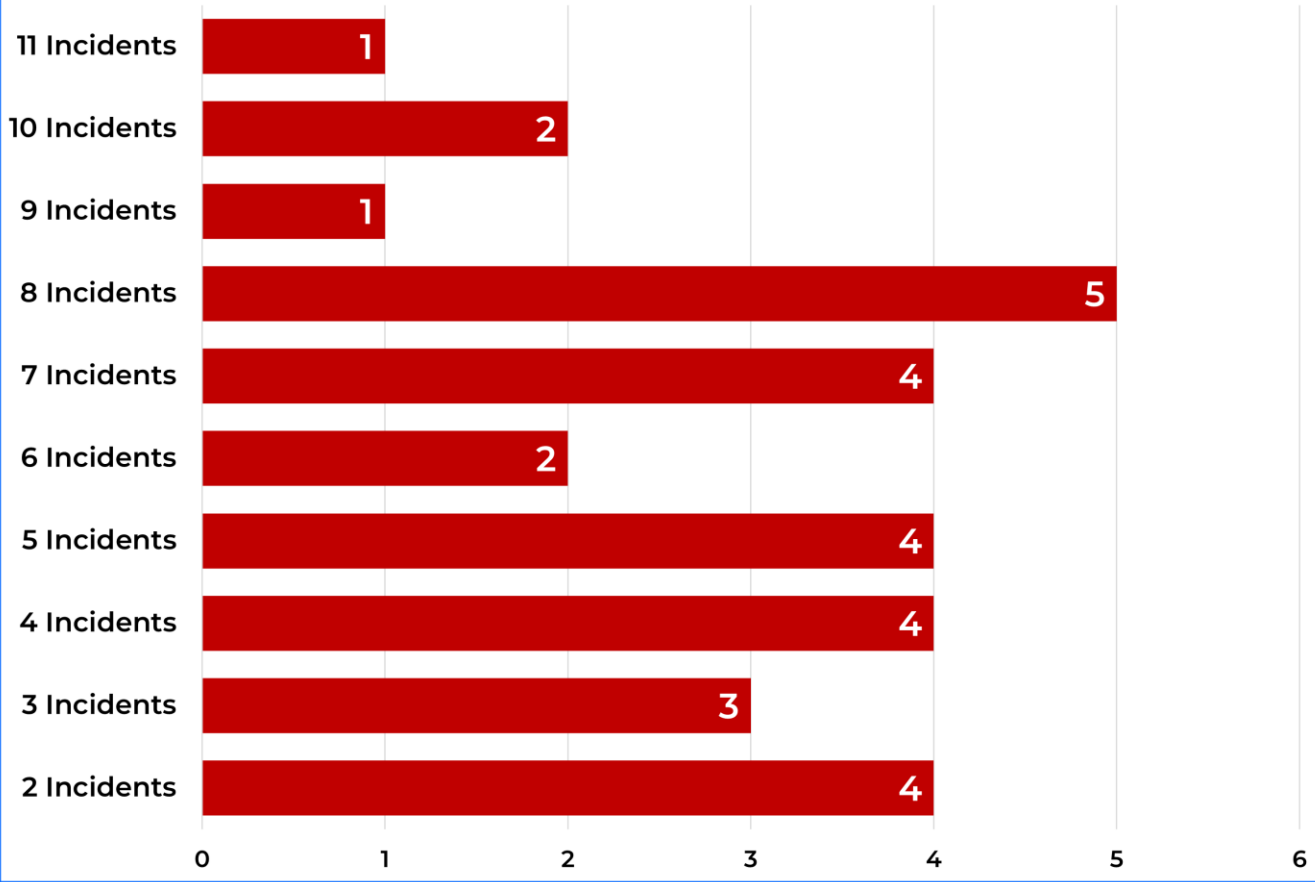


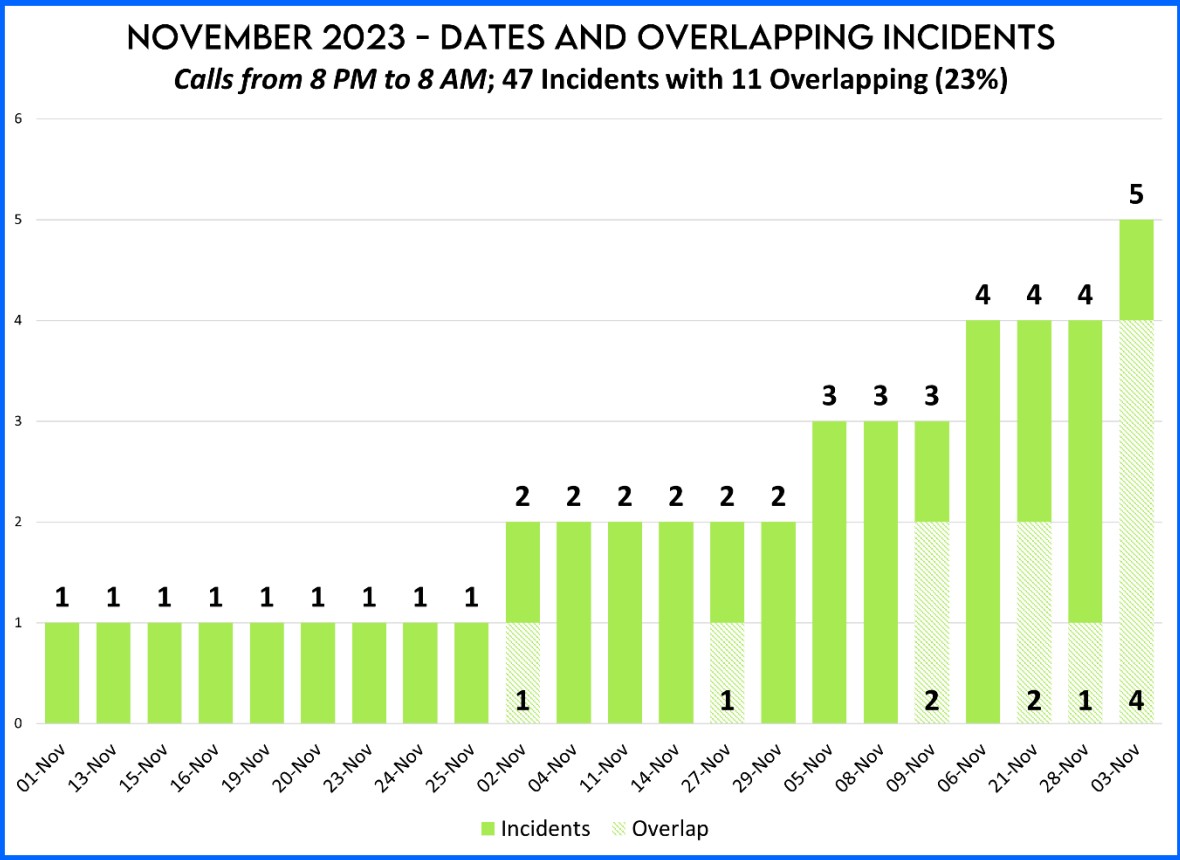
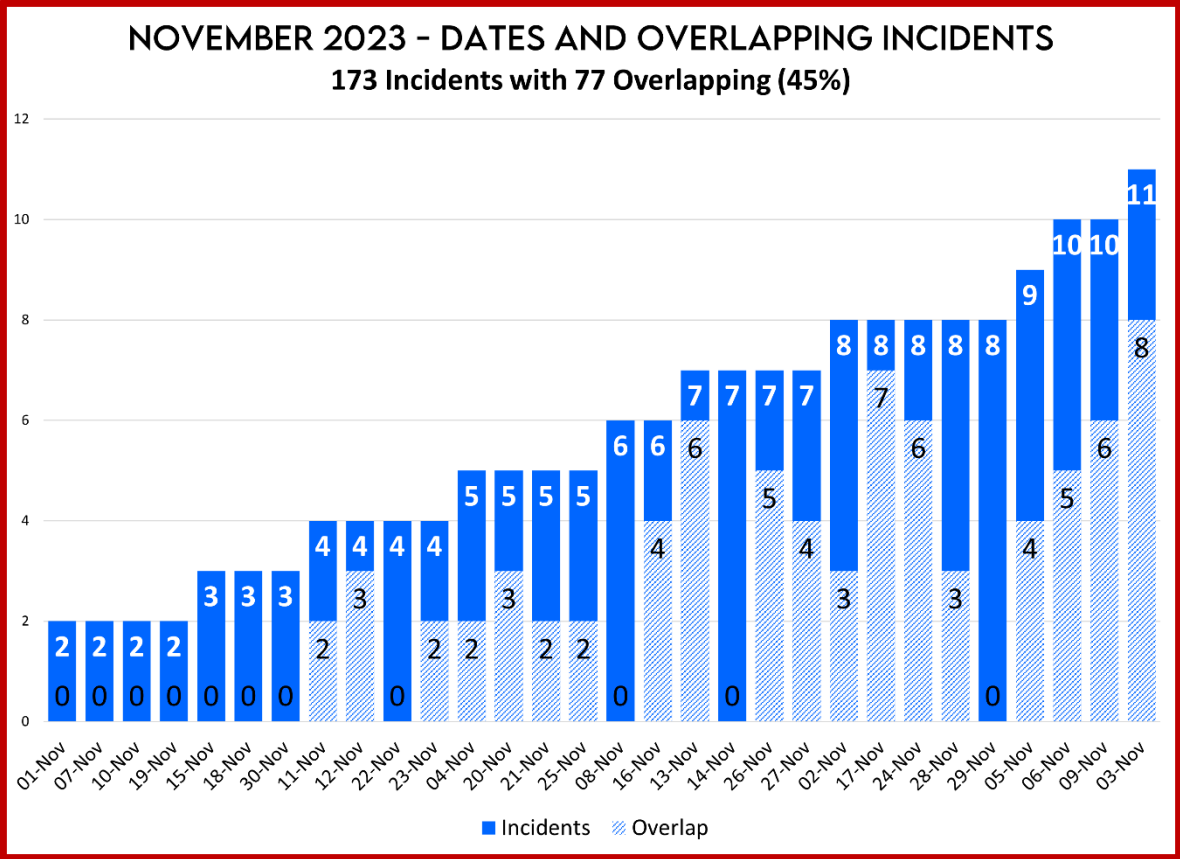
### NOVEMBER 2023 - 7 MOTOR VEHICLE ACCIDENTS





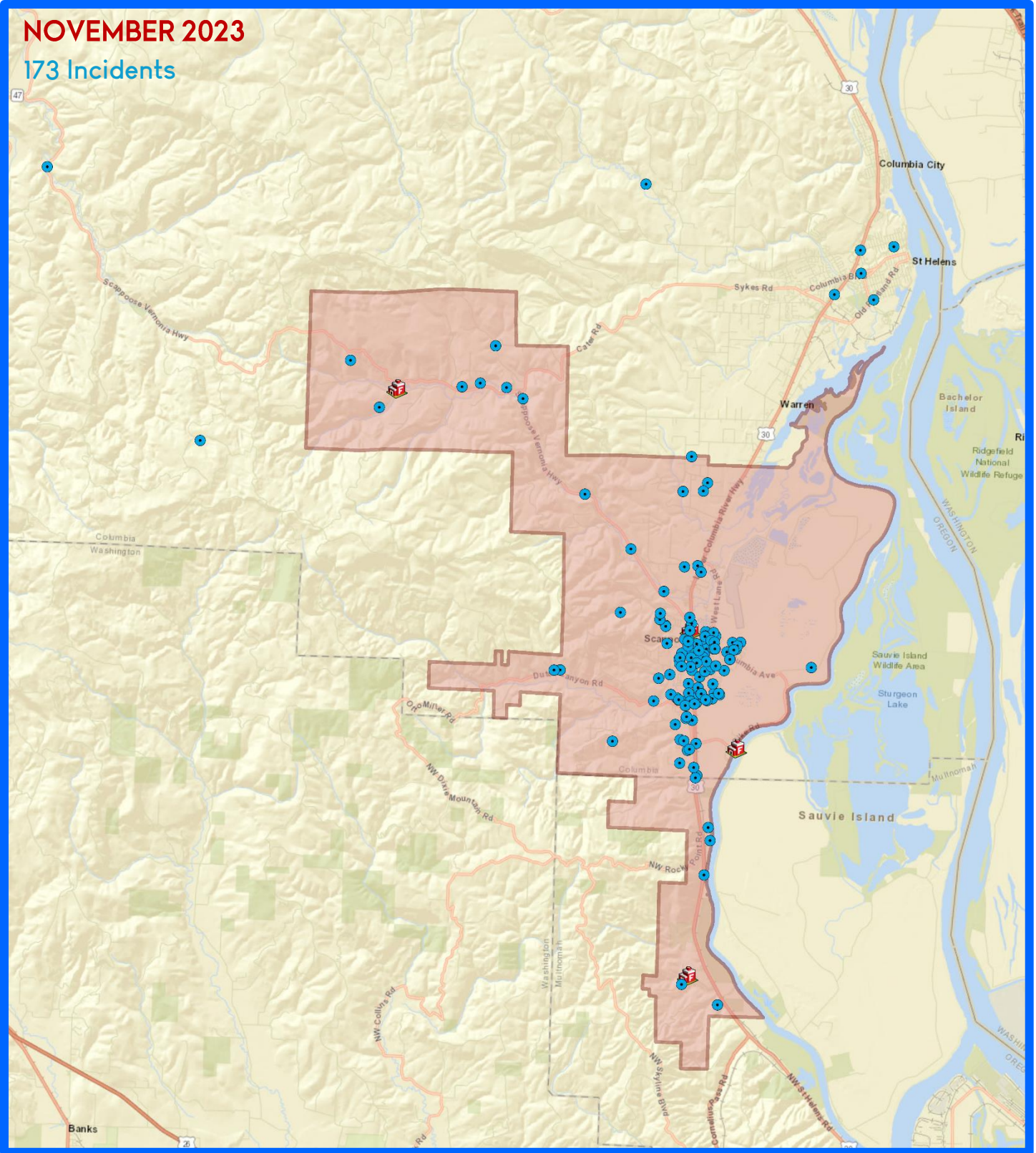
### NOVEMBER 2023 - INCIDENT COUNT BY DAYS



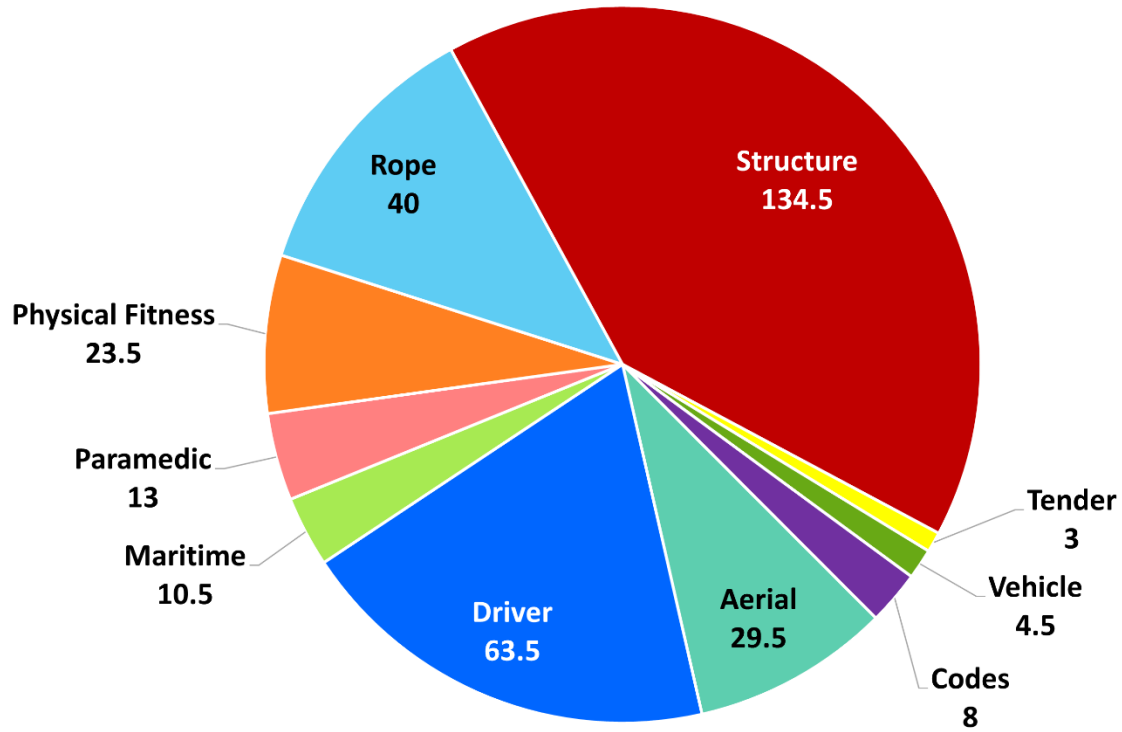


**NOVEMBER 2023**

**173 Incidents**

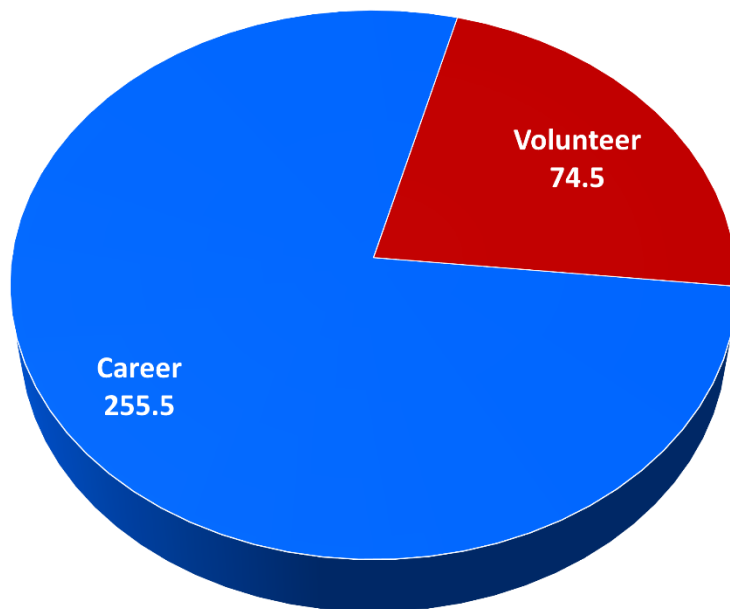


**NOVEMBER 2023 - TRAINING HOURS BY SUB-CATEGORY**  
**330 Total Hours**

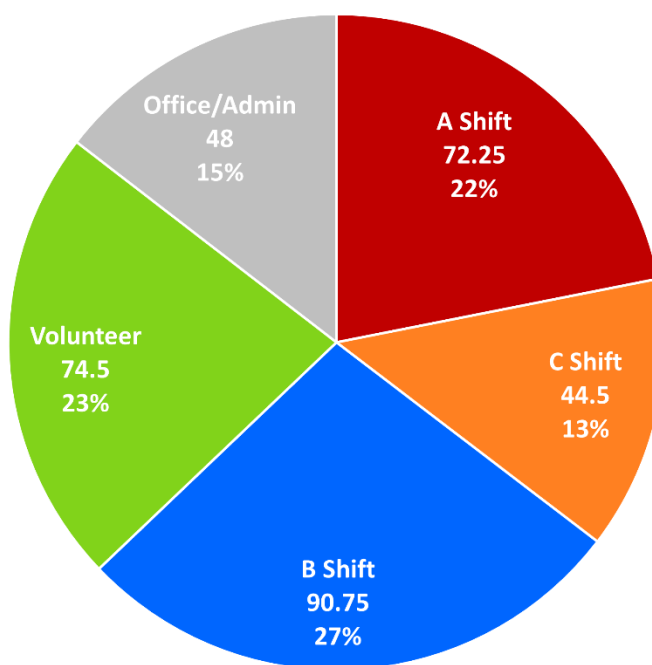




### NOVEMBER 2023 - VOLUNTEER & CAREER TRAINING HOURS

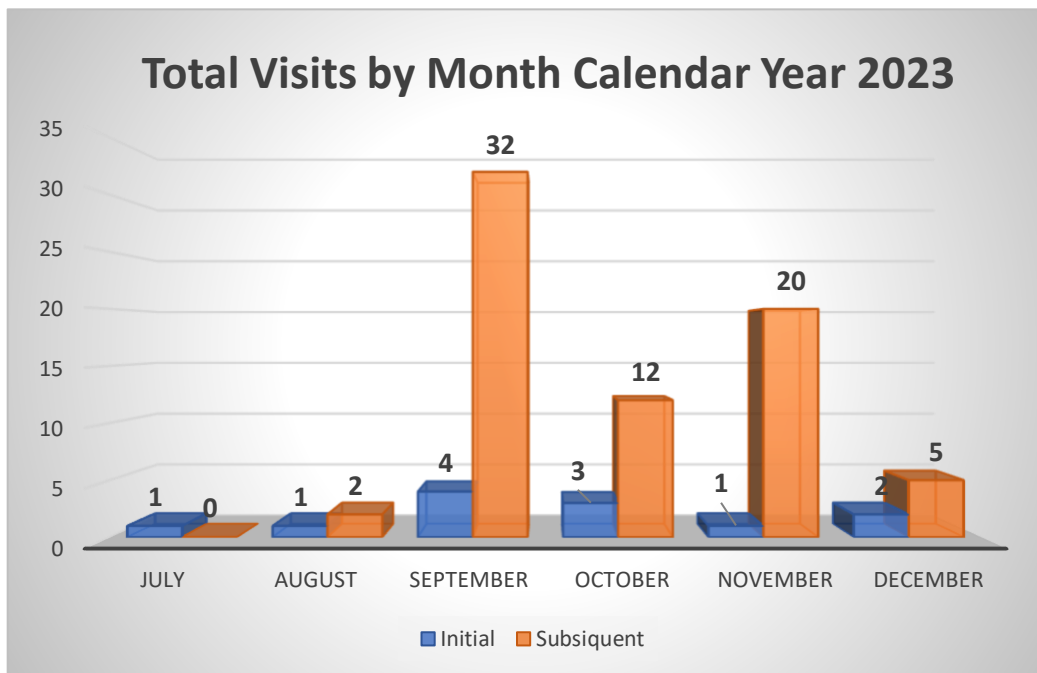
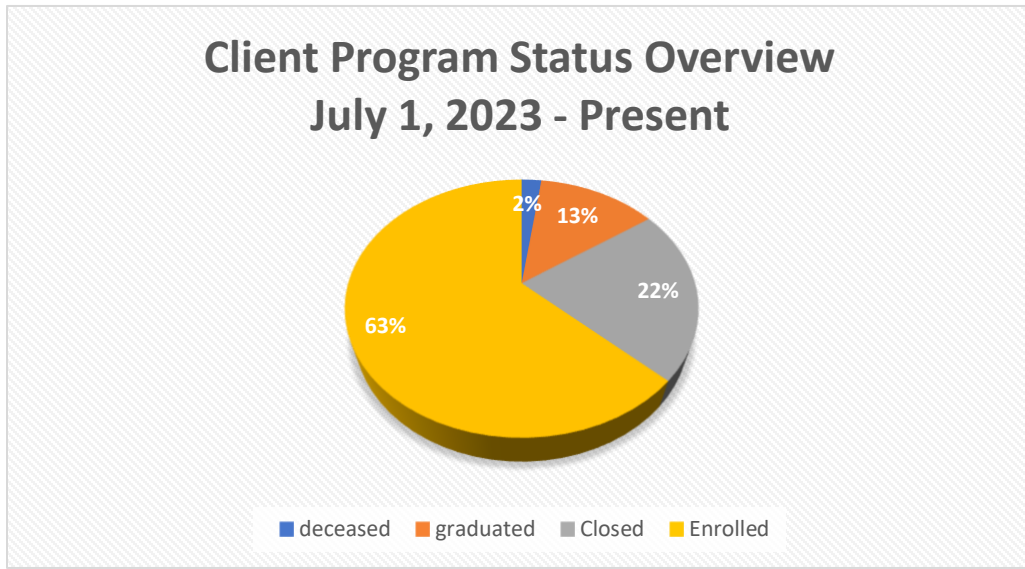


### NOVEMBER 2023 - TRAINING HOURS BY SHIFT



## Community Paramedic Program Snapshot

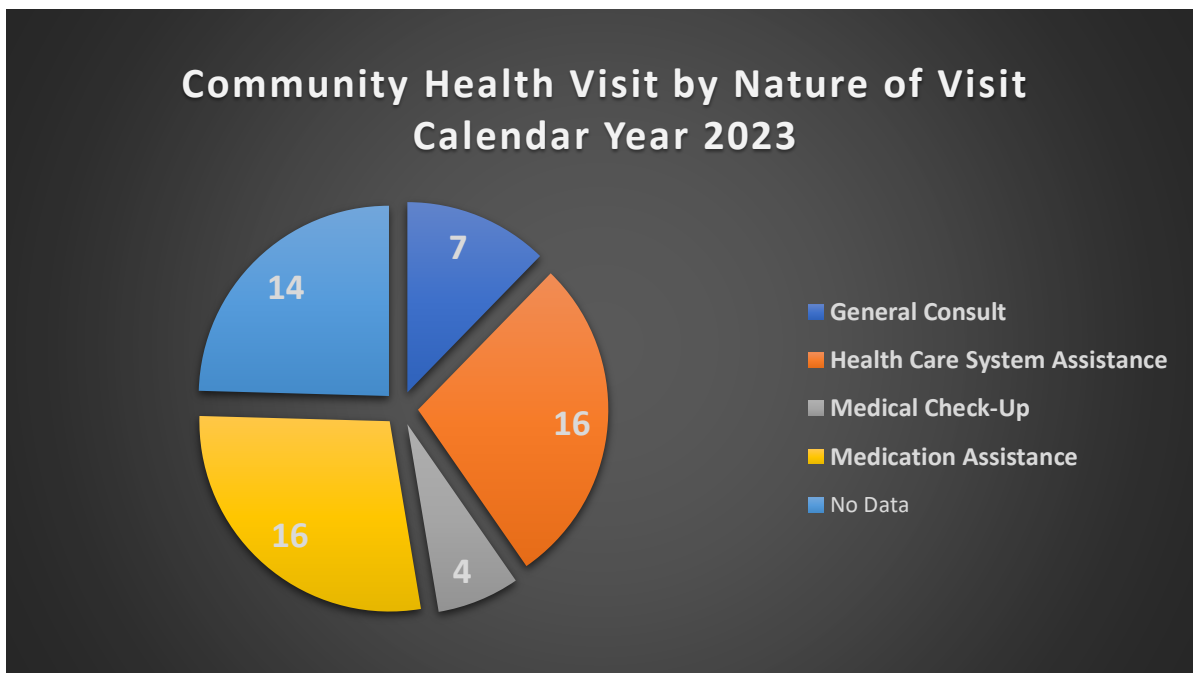
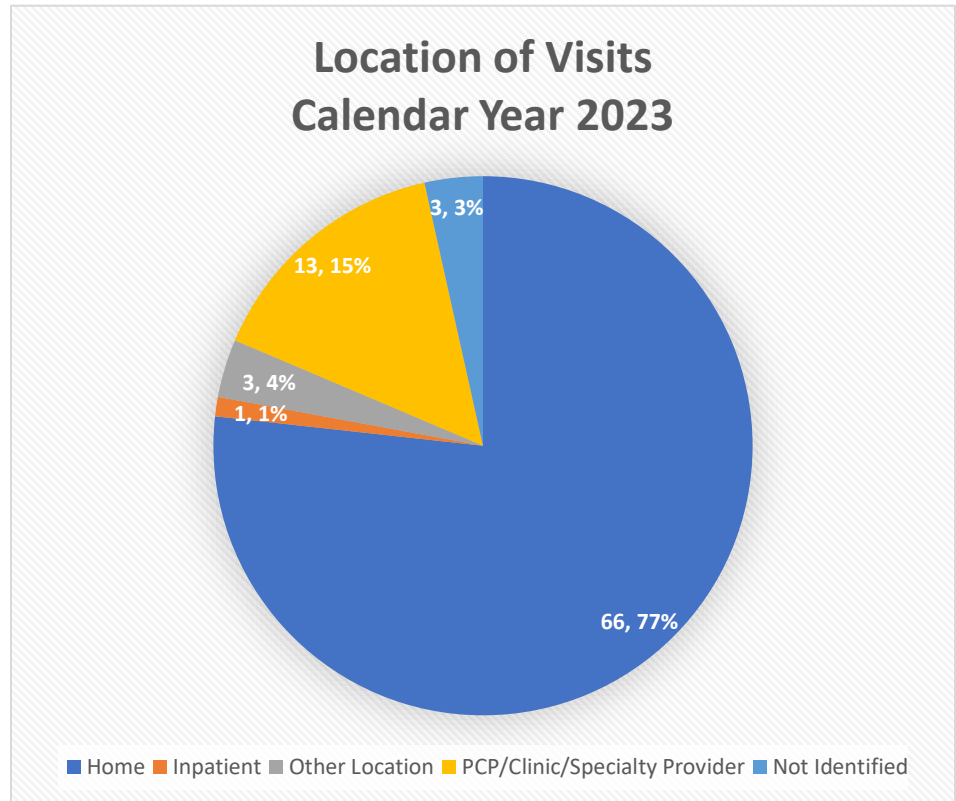
Since July 1, 2023, our Community Paramedic has acquired 46 new clients in Columbia County. The youngest being 14 years old, the oldest being 97 years old, with the average age being 55 ½ years old.



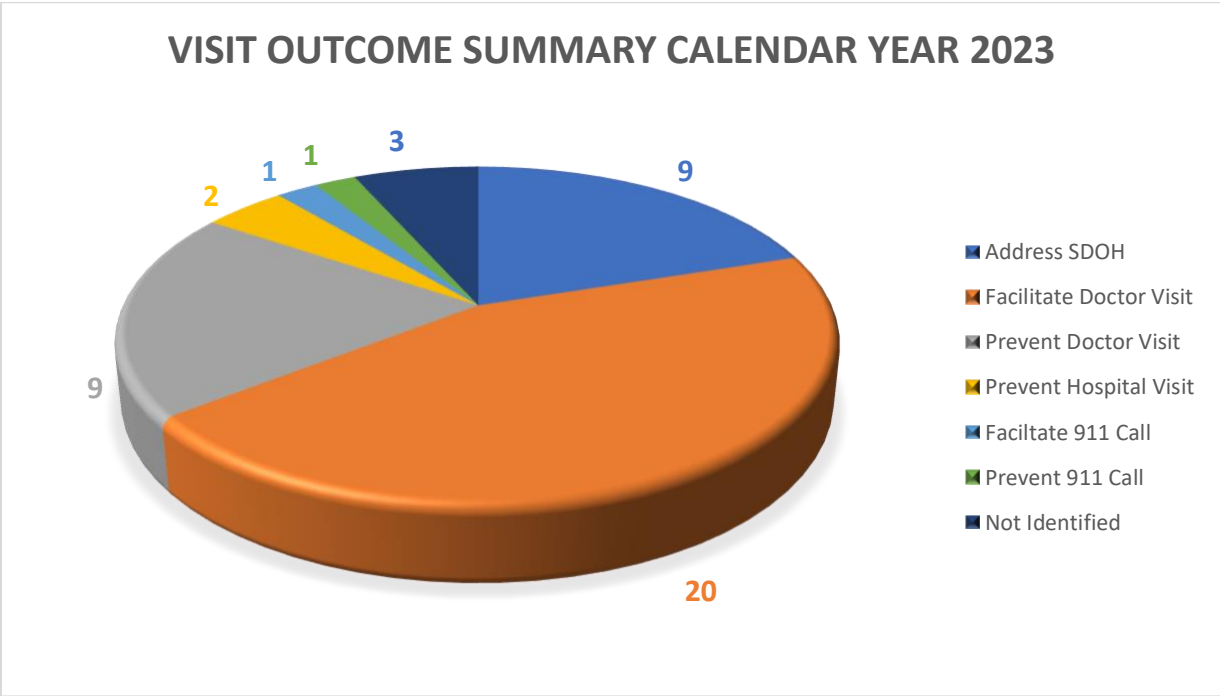
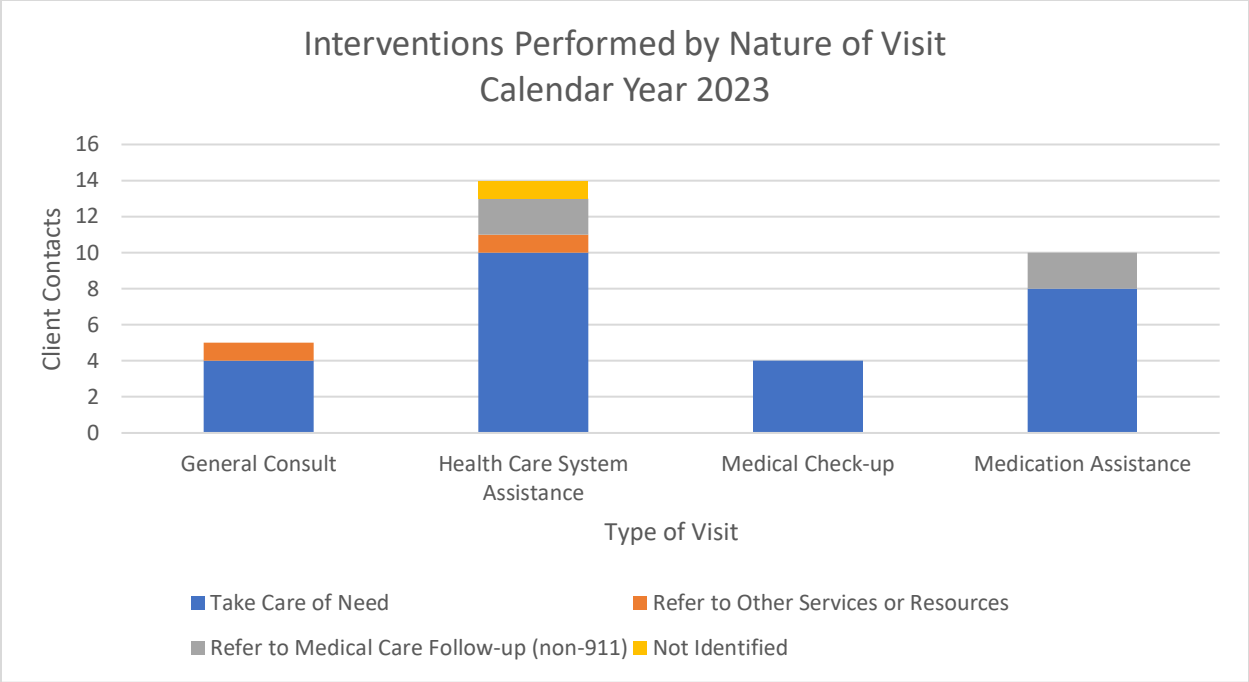
The total number of client visits during this reporting period is 89. The graph to the left represents the comparison of initial client visits to subsequent client visits performed by Nina from July 1, 2023 – December 12, 2023

Our Community Paramedic (CP) contacts the clients in a variety of locations. In 2023, 77% of the time, she met her clients at home. 15% of the time, CP accompanied the clients to medical appointments. Many of these medical appointments are facilitated by the CP on behalf of her client.

Occasionally, the CP will meet with the client initially prior to hospital discharge. This allows the CP to anticipate and plan for resources and services needed following discharge.



\*Since joining SRFD in July, we have started collecting new elements of data to better capture the nature of services The Community Paramedic provides. "No Data" represents those visits in the represented timeframe that occurred before the data elements were being collected.



\*SDOH = Social Determinants of Health

# Monthly Report\_6

Item #1	2023-11-26 20:43:01 Completed Basic Battery Service on Bat-TB30-08 (after 1 charge, 1 flight, 17 airtime minutes, 266 days since last service) by Jeff Pricher
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Item #2	2023-11-26 20:42:31 Completed Basic Battery Service on DUO-02 (after 27 charges, 37 flights, 329 airtime minutes, 606 days since last service) by Jeff Pricher
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Flight #3	2023-11-20 13:35:31	Air Time: 00:19:26 Total Mileage (Miles): 1	Max Altitude (Feet): 61.0 Max Distance (Miles): 0
Takeoff Lat/Long: 45.721546,-122.875345 Above Sea Level (Feet): 53.9		Flight App: DJI Pilot	
Max Bat Temp (f): 87.6	Takeoff Bat: 97% Takeoff mAh: 5362 Takeoff Volts: 25.596	Landing Bat: 42% Landing mAh: 2373 Landing Volts: 21.432	
Takeoff Degrees/Minutes/Seconds: 45° 43' 17.57"N, 122° 52' 31.24"W			
License Number: 4079350, 4181199	Photos: 241	Videos: 0	Drone Type: M30
Avg Wind: 1.8	Max Gust: 2.9	Weather Summary: Sunny	

Flight #4	2023-11-20 13:14:40	Air Time: 00:20:16 Total Mileage (Miles): 2	Max Altitude (Feet): 192.3 Max Distance (Miles): 0
Takeoff Lat/Long: 45.721550,-122.875347 Above Sea Level (Feet): 53.9		Flight App: DJI Pilot	
Max Bat Temp (f): 83.1	Takeoff Bat: 94% Takeoff mAh: 5006 Takeoff Volts: 25.174	Landing Bat: 38% Landing mAh: 2072 Landing Volts: 21.309	
Takeoff Degrees/Minutes/Seconds: 45° 43' 17.58"N, 122° 52' 31.25"W			
License Number: 4079350	Photos: 250	Videos: 0	Drone Type: M30
Avg Wind: 2.7	Max Gust: 6.4	Weather Summary: Sunny	

Flight #5	2023-11-20 12:46:59	Air Time: 00:26:37 Total Mileage (Miles): 2	Max Altitude (Feet): 192.3 Max Distance (Miles): 0
Takeoff Lat/Long: 45.721550,-122.875352 Above Sea Level (Feet): 53.9		Flight App: DJI Pilot	
Max Bat Temp (f): 84.9	Takeoff Bat: 91% Takeoff mAh: 5042 Takeoff Volts: 24.977	Landing Bat: 16% Landing mAh: 876 Landing Volts: 20.675	
Takeoff Degrees/Minutes/Seconds: 45° 43' 17.58"N, 122° 52' 31.27"W			
License Number: 4079350	Photos: 338	Videos: 0	Drone Type: M30
Avg Wind: 2.2	Max Gust: 5.3	Weather Summary: Sunny	

Flight #6	2023-11-20 12:37:38	Air Time: 00:02:07 Total Mileage (Miles): 0	Max Altitude (Feet): 118.1 Max Distance (Miles): 0
Takeoff Lat/Long: 45.721549,-122.875353 Above Sea Level (Feet): 53.9		Flight App: DJI Pilot	
Max Bat Temp (f): 73.6	Takeoff Bat: 100% Takeoff mAh: 5548 Takeoff Volts: 25.533	Landing Bat: 94% Landing mAh: 5169 Landing Volts: 24.57	
Takeoff Degrees/Minutes/Seconds: 45° 43' 17.58"N, 122° 52' 31.27"W			
License Number: 4079350	Photos: 0	Videos: 0	Drone Type: M30
Avg Wind: 1.7	Max Gust: 2.3	Weather Summary: Sunny	

Item #7	2023-11-18 12:29:59 Completed Basic Battery Service on Bat-TB30-01-GRP-01 (after 8 charges, 13 flights, 101 airtime minutes, 260 days since last service) by Jeff Pricher
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Item #8	2023-11-15 23:40:00 Completed Basic Battery Service on Bat-TB30-05-GRP-03 (after 9 charges, 13 flights, 167 airtime minutes, 258 days since last service) by Jeff Pricher
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Item #9	2023-11-15 21:20:00 Completed Basic Battery Service on Bat-TB30-03-GRP-02 (after 11 charges, 17 flights, 198 airtime minutes, 258 days since last service) by Jeff Pricher
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Item #10	2023-11-18 13:00:00 Completed Basic Drone Service on M30T UR4FR (after 29 flights, 347 airtime minutes, 739052 days since last service) Service Notes: Had to clean the sensors from dust. by Jeff Pricher
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Item #11	2023-11-18 12:20:00 Completed DJI Basic Drone Service on M30T UR4FR Service Notes: Firmware updates confirmed, compass calibration. by Jeff Pricher
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Item #12	Total	Air Time: <b>01:08:26</b> Total Mileage (Miles): <b>5</b>
Photos: <b>829</b>		Videos: <b>0</b>

TOTAL DRONE SENSE FLIGHT HOURS DECEMBER							
Date	Time	Flight Hours	Flight Duration(HH:mm:ss)	Aircraft Model	Aircraft Name	Takeoff Latitude	Takeoff Longitude
11/5/23	2:48 PM	0.06	0:03:30	Matrice 30T	DUUF5	45.511131	-122.717053
11/5/23	2:48 PM	0.06	0:03:49	Matrice 30T	DUUF5	45.511131	-122.717053
11/5/23	2:45 PM	0	0:00:03	Anafi USA	DR07N	45.700978	-121.530425
11/5/23	2:44 PM	0	0:00:05	Anafi USA	DR07N	45.700978	-121.530425
11/5/23	2:44 PM	0	0:00:11	Anafi USA	DR07N	45.700978	-121.530425
11/5/23	2:47 PM	0.13	0:07:58	Matrice 30T	UR4FR	45.511142	-122.71705
11/5/23	2:41 PM	0.41	0:24:22	Matrice 30T	DUUF5	45.511142	-122.717059
11/5/23	2:06 PM	0.05	0:03:14	Anafi USA	DR07N	45.700978	-121.530425
11/5/23	2:13 PM	0.36	0:21:22	Matrice 30T	DUUF5	45.511144	-122.71706
11/5/23	1:46 PM	0.38	0:22:43	Matrice 30T	DUUF5	45.511148	-122.717051
<b>Total Hours</b>		<b>1.45</b>					

# STAFF REPORTS

# Fire Chief Report

## October

### Meetings Attended

11/1/23	Fire Science Class SHS	11/17/23	Cascadia Meeting
11/2/23	RDPO Fire & EMS WG mtg	11/17/23	Brinc Demo
11/6/23	RDPO Steering Committee Mtg	11/17/23	PCC Meeting
11/7/23	RDPO Program Committee Mtg	11/17/23	Flightwave Meeting
11/8/23	Scappoose Airport meeting	11/20/23	IAFC TSI Mtg
11/9/23	Regional Hospital Mtg	11/21/23	Admin Team Mtg
11/9/23	Col. Co. Emergency Manager Mtg.	11/21/23	Meeting with Audubon Society
11/9/23	Board Mtg	11/22/23	IAFC TSI Meeting
11/13/23	Fire Defense Board	11/27/23	Labor Mgt. Meeting
11/13/23	OSFM Meeting	11/27/23	Mtg with Hillsboro Fire
11/14/23	Homeland Security Meeting	11/27/23	Mtg with Clatskanie Comm. member
11/15/23	SHS Stem/Workforce class	11/27/23	Meeting with National Parks
11/16/23	Clackamas Co. FDB Mtg	11/28/23	IFUASS Meeting
11/16/23	Flightwave Mtg	11/29/23	SHS Stem/Workforce class
11/16/23	Columbia County Haz Mat drill Mtg	11/30/23	Planning committee meeting

**Hours Worked November: 217 Hours**

**On Call in November: 200 Hours (Call shifts minus office time)**

**TOTAL HOURS: 417**

**Training**

None

**Projects**

EMS Boundaries Multnomah County – *In Progress*

Draft Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

SHSGP ~ *Received aircraft and additional equipment, waiting to complete the last part of training*

Senate Discretionary spending request ~ *PCC approved 1 class, waiting on the other, class started*

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

SPIRE 2023 ~ *Started Initial Scoping process, mentoring two staff members with this grant*

2022 AFG Grants

Tender Project ~ *In progress Photos included in this report*

Engine Project ~ *In Progress*



November seems to be the month of surprises. In November, staff was challenged with vehicle issues, staffing challenges, process deadlines and collaborations with other districts and governmental agencies. Overall, we were able to meet most of the challenges we were given but were not able to remedy all of tasks that we inherited.

We are continuing to work on a solution regarding tax increment financing or Urban Renewal, but it seems as though this will be a protracted process and not likely solved till 2025 when we as a state are not in a “short session.” We are working with the city on a process that might provide some relief, but the ongoing talks will not result in any changes in the next few months.

Still working on our various grant projects with SPIRE on the top of the list. Applications are due at the end of the month. We will be applying for three different pieces of equipment that can be used locally and regionally.

We are very pleased with the efforts we have been making in data acquisition and management. Being able to make decisions based on good data is what will give us the edge when making short term and long-term decisions for the agency and community. We have taken huge strides with our community paramedic program as evident with the information in this month’s report. However, as the planning committee and other internal stakeholder groups look at equipment, staffing models and general operations, how we want to manage the financial resources we are charged with.

One topic of concern for the agency will be what is happening and could happen with our neighbors to the north. Without getting into the details of their hardships, our staff continually is working on a P.A.C.E. (Primary, Alternate, Contingency, Emergency) plan with respect to their rumored potential staffing challenges. The first of which will occur at the end of this month with the ending of their fire marshal position. I had a conversation with their board president highlighting how important that position is and eliminating it with the future development is not advisable. As an agency we are concerned about the potential to have to absorb some duties without having had a conversation first. With respect to fire and ems response, this will also be a factor. It is reported that they may lose close to one third of their workforce by March. To this day, we have not had any communications with our neighbor about staffing plans, models or the ask for assistance.

One of the other items that we will be working on is internal communication. It seems as though I may have over extended myself last month and the previous month. As a result, I have not been around enough to be as attentive to departments concerns as I have been in the past. I look forward to getting back on task so that everyone feels more comfortable with what has been occurring. Last month included getting through the civil service process to hire two positions, working on a background, managing a couple of complaints and several other administrative duties. All of this requires staff time which is a challenge for everyone.

As we roll into the new year, we will be very busy with getting the annual report complete, looking at timelines for a potential bond ask and the in servicing of two new apparatus. On that note, please enjoy the early photos of the water tender while it is still being built.



**Division Chief Marks  
December 2023**

**November Projects:**

Duty Shifts - Safety Program - Wellness Program  
CQI Program – Compliance Data Collection - GEMT  
Medicare Ground Ambulance Data Collection System (GADCS)  
Civil Service Processes (Entry Level and Lieutenant)  
Records Requests                      Vaccination Clinic for staff

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

Admin Meetings	Fire Defense Board
Meet with EMS Chiefs	MPD Meetings
Columbia Pacific CPCCO	Meeting with Public Health
River Safety Meeting	EMS Committee
Board Meeting	

EMS leadership continues to work on the transition with Dr. Wiley. This is taking longer than anticipated but we continue to work through the process. New items continue to pop up and are being handled as they arise.

As we have in years past, Scappoose Fire is leading the way for Columbia County EMS Protocols. ERT Curio leads this project. After the Metro Regional EMS Consortium agrees upon the protocols, Katy takes that product and adds language for Columbia County specific items. She then coordinates printing and delivery of physical books to all of the other EMS agencies in the county. This takes some time, but she delivers a quality product.

There is no update for the County ASA project. It remains at OHA for review. Travis Lindberg from Public Health informed the ASA holders that he will be leaving for another position mid-December. I will continue to work with Jamie Aanensen, the Public Health Director, for the remainder of this project.

Extensions for the current ASA franchises has not occurred, so at the time of this report, the current agreement ends December 31, 2023. At last contact I was told it will be on the December 13<sup>th</sup> Board of Commissioners Agenda.

Thanks to all of BC Hennigan's work, we are beginning to collect some great data regarding the Community Paramedic position. Nina is working diligently on improving documentation in Image Trend to assist with this. Nina and Tim have spent several hours training on and improving Nina's workflow in the system. This will continue to improve data so we can make good, informed decisions for the program in the future.

The GADCS project continues. Again, this will be a consistent item in FY 23/24. We are trying to steam line the process as much as we can.

The CQI program is beginning to come together. I continue to find ways to improve the system to better our crews documentation.

The organization had several maintenance related issues with our ambulance fleet in the month of November. Thankfully we were able to always keep at least two units in service. The reserve ambulance was brought to the Scappoose Station in case it was needed to be placed in service. This did not occur though. It did allow staff to test the procedure for this type of event.

Rescue 431 also had an issue in the month of November. During an apparatus check, a large amount oil was noted in the radiator. After discussion with Chief Pricher, it was decided to not put any more funding into this vehicle. Equipment was pulled from the vehicle and placed on other apparatus. We are working towards a long-term solution. We are fully functional at this time in regard to rescue response, both technical and extrication wise.

The Fire Boat is still on schedule for maintenance and upgrades. This project should be completed in time for Christmas Ships.

I am working closely with Marks Custom Exterior for the Chapman Project. They anticipate starting the project the first week in December. We will have to remove the apparatus from the station during the project like we did in Holbrook.

Both Holbrook and The Boat House Station are currently in order and working efficiently.

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

1. Work with Chief Pricher on taking over the Operations role for the district.
2. GACDS: This project will remain priority number one throughout our collection period. Correct and thorough completion of this project will ensure the organization is not fined 10% of our Medicare billing.
3. Ambulance Service Area Plan: This plan is still in motion. This item will be on the county commissioner's agenda several times in the month of October. I am planning on being at these meetings to ensure the organization is represented and help push this process forward.
4. Physician Advisor: While we have completed the search and have a signed contract, we still have many aspects that need transferred over to the new doctor.
5. Renewing our Maritime courses with DPSST. These courses need reviewed and recertified every five (5) years.
6. Continue to support staff: While this is listed at the bottom of my priority list, it is of vital importance to me. This item can be little things throughout the month to assist with a vast number of items to increase workflow and continuity of the organization.

My time Worked in November 2023	130.5 Hours
Call time in November 2023	56 Hours (call shifts minus office time)
<b>Total Hours for November 2023</b>	<b>186.5 Hours</b>

No good pictures this month..... Sorry, I will do better in December.

**Chief Bautista Report  
Prevention & Training Divisions  
December 2023**

**November Projects:**

- ◆ Volunteer Program Coordination (On Going) - Working on onboarding Henry Oberbarnscheidt the in the Member Outreach position.
- ◆ SRFD Uniforms (On Going) - With the two primarily personnel assigned being on shift rotations and medical leave, I am working to make sure our uniform needs are taken care of.
- ◆ 2022 Fire Code Update for ImageTrend (In Progress) - Working with contractor to update all code citations to reflect the 2022 OFC.
- ◆ Update Probationary LT Training Plan (In progress) - Waiting on final review
- ◆ Create Lateral FF Training Plan (In progress)

**Fire Marshal Duties:**

One (1) driveway inspection, one (1) special event permits, two (2) consultations, one (1) company pre-plan completed, and one (1) special inspection.

Currently working with fire investigators to complete any outstanding fire investigation reports.

We had a request for youth firesetting intervention screening assistance from Vernonia Fire District. We are working with the Juvenile department to assist them with the screenings since they do not have a certified Youth Firesetting Intervention Specialist. This will also us the opportunity for task book sign offs for those members that have had the initial training.

**Training Duties:**

We've made significant progress getting personnel certified in levels (e.g. Haz Mat, Driver, etc.) that have been missing after an internal audit. I want to thank all members who helped get this accomplished in 2024. I am also happy to report volunteer Firefighters Chloey Vandolah and Cole Stout are now NFPA Firefighter 1 certified. We are planning a swearing in ceremony 12/27/2023 for them and other SRFD members.

**Public Information Program:**

Working with Columbia County to restart the county PIO team.

**Volunteer Program:**

There was a meeting between Training and Volunteer chiefs to develop a plan for 2024 for recruits, probationary firefighters and senior firefighters. With the Member Outreach position now filled, we should be able to make progress on multiple tracks for our member's professional development. Going forward Henry Oberbarnscheidt will be providing a report on Member Outreach for SRFD.

**Scappoose High School Program:**

The program is progressing with 18 students in the course. We are preparing for J term in January 2024, this will occupy our personnel for 3 hours every morning. We have coordinated field trips, presentations from different emergency service professions and lectures during this time.

**November Meetings & Activities:**

Date	Meeting/ Topic	Date	Meeting/Topic
11/1/2023	Fire Science Class	11/15/2023	CC FIT Meeting
11/2/2023	Referral & Acknowledgement	11/15/2023	Oregon Fire Code Amendments 2022 Course
11/6/2023	Fire Inspection/ B-shift Pre-plan	11/16/2023	Rope Rescue Drill
11/8/2023	Scappoose Airport Meeting	11/20/2023	Special Event Inspection - Watts House
11/9/2023	Driveway Inspection	11/21/2023	Admin Meeting
11/13/2023	Fire Defense Board Meeting	11/27/2023	Driveway Consult
11/13/2023	OSFM Media Team Demo – SHS Program	11/29/2023	IAAI-OR Chapter E-Board Meeting
11/14/2023	LCRTOA	11/29/2023	Fire Science Class

**Upcoming Chief Officer Development:**

Nothing to report

**Upcoming Training:**

Total hours for November 2023: 324.75 hours (182.75 hours (10 holiday and 16.5 sick hours used) & 142 Duty Officer On-call hours, minus office hours)



**Battalion Chief Hennigan  
November 2023**

**Meetings attended in November:**

- 11-07-2023: EMS Committee
- 11-07-2023: Admin Team Mtg
- 11-08-2023: Care Oregon (Community Health)
- 11-21-2023: Admin Team Mtg

**Training in November:**

- Blue Card (complete)
- Shadowing Duty Officer (on-going)
- UAS Drill (11-05-2023)

**Projects:**

- Image Trend
  - NEMESIS 3.5 Transition
- Community Paramedic
  - Redesign / update visit form for improved data collection
  - Creating new reports



I am beginning to settle into a routine with my new position here at Scappoose Fire. I come into the station for duty every Tuesday and make myself available other days as necessary to participate in opportunities to grow in my capacity as a part-time Battalion Chief for the District.

I have completed my Blue Card training and will be shadowing the Duty Officer to continue my Battalion Chief orientation / training.

My biggest project this month has been working with Nina, our Community Paramedic, to improve the way we collect information for our Community Health program. We have developed a great partnership with Care Oregon and they are very pleased with what we are doing with Community Health in Columbia County. I met with Rachel Thomas and Ashley Greene, from Care Oregon, at the Care Oregon offices in Portland. We took a deep dive into the back end of the Image Trend database and had a very productive conversation about the type of information currently available and what additional information we can begin collecting moving forward. As a result of the meeting with Care Oregon Chief Marks reported on in October, and the meeting I had with them this month, we have made some significant enhancements to the electronic forms Nina uses. Using these improved forms, Nina is better able to truly reflect the service she provides when doing the amazing work that she is doing for our Community Health Clients.

To that end, we are developing reports that will be included in Board packets and available to the public showcasing the value our Community Health Program brings to the residents of Columbia County.



All work has been completed at the “system level” and the “agency level” for the Image Trend National EMS Information System (NEMSIS) version 3.5 Transition. This transition is required by the Oregon Health Authority in order to remain compliant with State and National EMS data reporting / collection requirements. We should be rolling out the updated electronic patient care report form and training crews early in December. We are on track to be “live” with the updated system before our deadline of January 1, 2024.

**Hours worked for November: 48 hours**

## **December 2023 – Finance Report**

### **Revenue highlights for November:**

#### **Total General Fund Revenue for November: \$4,137,491.67**

- \$3,959,391 in current year property tax turnovers.
- \$23,765 in prior year property tax turnovers.
- \$71,590 in EMS revenue.
- \$71,482 in GEMT revenue.
- \$8,060 in FireMed membership revenue.

### **Expenditures:**

#### **Total General Fund Expenditures for November: \$452,782**

- \$36,522 in Maintenance on Equipment expenses (750).
- \$19,360 in Administration expenses (760). \$12,750 of this amount was for an interim payment to Grove, Mueller, & Swank LLC (auditors).
- \$9,309 in credit card charges.
- \$7,552 in EMS Operations expenses (870).
- \$7,459 in Emergency Operating Supplies (775).
- \$6,331 in IT expenses (765).
- 

#### **Total Property Fund Capital Outlay Expenditures for November: \$337,777**

- \$221,572 Chassis pre-payment for new engine
- \$116,205 Chassis pre-payment for new water tender

The November current year tax turnovers equaled 89.25% of the 90% that was budgeted for FY23-24. As we noticed last fiscal year, local option levy turnovers run higher than permanent rate levy turnovers because local

option taxes are not usually divided with urban renewal districts. Last year at this time, we collected 91.7% of the budgeted tax turnovers.

Along with tax turnovers, which will continue for a few weeks into December, the District received expected revenues in GEMT and FireMed during November.

With 42% of the fiscal year complete, only Contract Services, Maintenance on Equipment, and Administration were expended over 42%. The entire Materials & Services budget is approximately 38% expended.

The auditors notified the District on 11/21/23 that they are merging with REDW, a larger CPA firm with offices in Arizona, New Mexico, and Oklahoma. In addition, they also notified the District of an error in their total billing for the FY22-23 audit. The fee quote we received stated a fee of \$12,750 for the audit. According to Devan Esch, a shareholder with Grove, Mueller, & Swank, this amount should have been \$17,750, an increase of approximately 5% over last year's audit fee of \$17,000. Since 2018, the fees we paid to Grove, Mueller, & Swank averaged \$8,500 annually, until last year's large increase. When asked for a status update on our FY22-23 audit, Mr. Esch said they still have a significant amount of work to do on our audit, due mostly to their focus on the merger. You will notice a request for Board approval to submit an Auditor Request for Proposal on the agenda under New Business.

Submitted by Maria Heath

\*\*\* GMS – REDW Announcement – PLEASE REPLY \*\*\*

Devan Esch <devan.esch@gms.cpa>

Tue 11/21/2023 4:46 PM

To: Maria Heath - SRFD <mheath@srfd.us>

Hi Maria,

We are excited to announce that Grove, Mueller & Swank, P.C. (“GMS”) will be joining REDW LLC as its Pacific Northwest office, effective November 30, 2023.

For some time, our strategic plan has been focused on expanding services to areas our clients have expressed a need for – including more expansive advisory services, international tax, and business software consulting. Beyond the complexity of the current economy; the ever-shifting regulatory environment related to state, local and international tax laws; cybersecurity concerns; and more sophisticated attest requirements, we recognize that our clients need professionals that bring more to the CPA’s role as a trusted advisor. We have chosen to partner with a firm that adds experience and resources that will immediately help us stay ahead of our clients’ needs.

REDW is a leading regional business advisory and CPA firm with offices in Arizona, New Mexico, and Oklahoma. With over 250 employees, the Firm has partnered with and served the evolving needs of businesses and individuals since 1953. Additionally, REDW offers expanded services and expertise as an independent member of both national and international alliances. You can learn more about them at [www.redw.com](http://www.redw.com). We are proud to introduce to you a firm that shares our values and concern for our clients, our team members, and our communities.

Since GMS was founded in 1984, we are fortunate to have established long-term relationships with our clients that we treasure, and we are committed to bringing you increased capabilities and resources to help you succeed, now and in the future. Our teams are working diligently to ensure a smooth transition and will be sharing more information about this exciting development in the coming weeks.

Your GMS team will continue to be primarily responsible for the services you receive. In advance of the merger’s effective date, we are required to receive your consent to transfer your engagement files and other client information to REDW. To that end, please reply to this email as soon as conveniently possible or by no later than November 27<sup>th</sup> stating that we have your consent. Receiving this consent promptly will ensure a smooth transition as we begin to plan for and provide you with services as Grove, Mueller & Swank, an REDW company.

We greatly value our relationship and the trust you have placed in us, and we look forward to serving you for years to come.

Sincerely,

*Grove, Mueller & Swank, P.C.*

# OLD BUSINESS

# MISCELLANEOUS

# NEW BUSINESS



# MEMORANDUM

TO: Scappoose Fire District Board

FROM: Maria Heath

SUBJECT: Auditor Request for Proposal

DATE: 12/14/2023

**Requested Action:** Board approval to issue an Auditor Request for Proposal

**Proposal:** The District has hired Grove, Mueller, & Swank, LLC (GMS) to complete the annual audit since 2018. While the audit firm has been the same since 2018, the auditors working on the District's audits have rotated. In keeping with SDAO recommendations and municipal audit standards, going out for bid every 5 years is good practice. This does not prevent GMS, now REDW, from submitting a proposal again this year.

**Critical date for action:** 12/14/2023

**Purpose:** Determine the best audit firm for the annual audit to ensure no fraudulent activity is occurring within the organization.

**Impact:** Auditor proposals will help the District determine if services and costs are consistent among firms. Establishing a contract with an audit firm that meets the needs of the organization can have a lasting financial impact.

**Availability of funding:** Publishing the RFP is expected to cost approximately \$500 or less.

**Coordination:** Maria Heath, Chief Pricher

**Contact person(s):** Maria Heath

**Recommendations / Options:** The Board can:

- 1) Approve issuance of an Auditor Request for Proposal, which will post in the South County Spotlight and the Daily Journal of Commerce in early January 2024, with proposals due by February 15, 2024. The goal is to award a contract by April 1, 2024 so fees will be included in the FY 24-25 budget.
- 2) Take no action.
- 3) Deny issuance of an RFP.

**Conclusion:** Approving an RFP for auditing services with the purpose of ensuring that no fraudulent activity occurs within the organization is one aspect of the Board's fiduciary responsibility.



# COMMUNICATIONS



# Columbia River Fire & Rescue

## ADMINISTRATION OFFICES

270 Columbia Blvd \* St Helens, Oregon \* 97051  
Phone (503)-397-2990 \* [www.crrf.com](http://www.crrf.com) \* FAX (503)-397-3198

### Information

On Monday, 27 November 2023, the District and IAFF Local 3215 received the Arbitrator's decision regarding the pay scale discrepancy. The Arbitrator ruled that the parties need to return to negotiate Article XII. If you have questions, please get in touch with your IAFF E-Board or obtain a copy of the ruling.

I contacted President Schrotzberger on Tuesday morning and asked if he would like to meet for an informal discussion about the ruling and how we, as labor/management, can move forward to a resolution. Shortly thereafter, I met with President Schrotzberger and VP Petersen. This was not a meeting regarding negotiation but an informal talk about where the District was financially and the upcoming special board meeting where we were to discuss the arbitration decision with the Board of Directors. We agreed to meet again on Thursday to discuss the direction the Board of Directors had given to me and how we can collaborate as labor/management moving forward from the arbitrator's decision.

I want to emphasize that the informal talks with President Schrotzberger, VP Petersen, and Secretary Strolis were productive and laid the groundwork for beginning negotiations next week. The direction given by the CRFR Board of Directors was to balance the FY23/24 budget as required by Oregon law (ORS 294.100). The District has been through significant changes, including legal issues, investigations, the hire and subsequent removal of a new fire chief, and financial challenges caused by some combination of harmful choices/bad acts under audit and criminal investigation. The consequence was overspending and eliminating our \$4.5 million reserve fund and a current fiscal year deficit that now requires cuts to balance the budget. The District must identify savings from reducing expenses to incorporate in a mid-year supplemental budget. There is no choice – and personal liability for those responsible for failing to do so.

As the Interim Fire Chief, I was directed to ensure that we comply with all legal requirements for the current budget by the CRFR Board of Directors. I ask that you please have patience and understanding that this cannot be quickly or easily corrected. The informal conversations with IAFF Local 3215 have been productive, promising, and encouraging.

I have had multiple conversations with President Schrotzberger, and we agreed to this joint statement to all members of the Fire District – to explain what's going on. It likely will be shared with the media.

Please allow the process of negotiation, collaboration, and mitigation to develop and strengthen to bring the District back onto firm financial ground. Labor and management are working together to move the District back toward a financially stable and healthy organization. I have been extremely pleased with the talks over the last several days with IAFF Local 3215, I look forward to them continuing.

I will take this opportunity to elaborate to explain so that you all are fully informed.

As you know, the arbitrator ordered the District and the Union to return to bargaining and ruled that, for lack of a meeting of the minds, there was no binding contract. Upon strong recommendation of our lawyer and with full Board support, I proposed, and Aaron and Aaron acknowledged that we could TA all articles except Article 12 regarding pay. We also agreed to bargain at once.

The Board and your chief officers are focused and working hard to get us through this rocky patch as best we can. For the last 4 years, we may have acquired the administration building, but we also hired several positions we couldn't afford, and as a result, we spent \$4.5 million in reserves because of inattention of our finance manager, the Scappoose chief arrangement, and our outside audit firm failed us. The Board has directed our attorney to determine whether the District can assert claims and recover funds based on some of what has occurred over the past five years. It is too soon to know whether we can recover some part of the \$4.5 million spent without the benefit of proper financial statements and audits which should have informed the Board correctly.

The law forbids the District from overspending and ending the year in a deficit. If that were to happen, the Board and those responsible would be personally liable.

- We all need to pull together.
- Continue serving the community as we always have.
- Pursue initial solutions as first steps.
- Forecast how short-term sacrifices can produce long term gains.
- Proceed one step at a time. We need to support each other, and we all "must do our bit" as we confront the challenges.

Some have been outspoken and suggested that our current difficulties should be addressed by selling assets such as and perhaps not limited to, the Admin Building. Please understand – I have no attachment to keeping the building. I don't know whether acquiring and improving it was a mistake. I do know that we could use less space and lease the rest, thereby generating revenue. I know a "sale" decision won't generate a few hundred thousand dollars quickly and would require expenses associated with remodeling the station for admin offices.

Our problems can't be fixed by relying on "one-time money" so that we continue spending more than the District receives each year. This was the very cause of the financial exigency and inability to pay the mess we are experiencing right now. Personnel costs are ongoing from year to year, increase annually. We can't fix this without reducing these costs. Additionally, were we to rely on funds from the sale of assets, once one asset is spent, the funds are gone, and we must sell something else for the next year. That's not sustainable.

We have identified partial solutions, which we will explore further with the Union in bargaining, starting this last week and continuing. Our best-proposed solution already reduces staff - we are not filling a total of the nine (9) projected vacancies that are upcoming or already have occurred; we are reducing another chief officer (a total of 4), and we will eliminate the fire marshal. This administration has reduced its staff already by a total of eight (8) personnel to balance the budget without reducing services to our community. I will perform the essential duties of the fire marshal. We hope to restore the fire marshal position soon. In addition to not filling current and anticipated additional vacancies, we must tighten our belts in other ways. We will offer our ideas to the Union bargaining team to erase the rest of the budget deficit, like:

- Ensuring that sick leave and overtime expenses are incurred ONLY properly and are not abused by anyone.
- Curtailing some components of wage increases and/or wage premiums.
- The Chief officers and I will take a reduction in salary comparable to the loss encumbered by our line fire personnel beginning December 2023.

Of course — if we cannot agree upon short-term sacrifices, then the only way to balance the budget will be layoffs and operational realignments based on such cuts.

We must keep serving and upholding the traditions of the Fire Service, fighting, and serving the community through times of adversity just as in better times. Ideally, we will balance the budget as the law requires by tightening our belts, avoiding layoffs, and correcting past mistakes. And we will develop plans to protect BOTH the community and our firefighter and paramedic families.

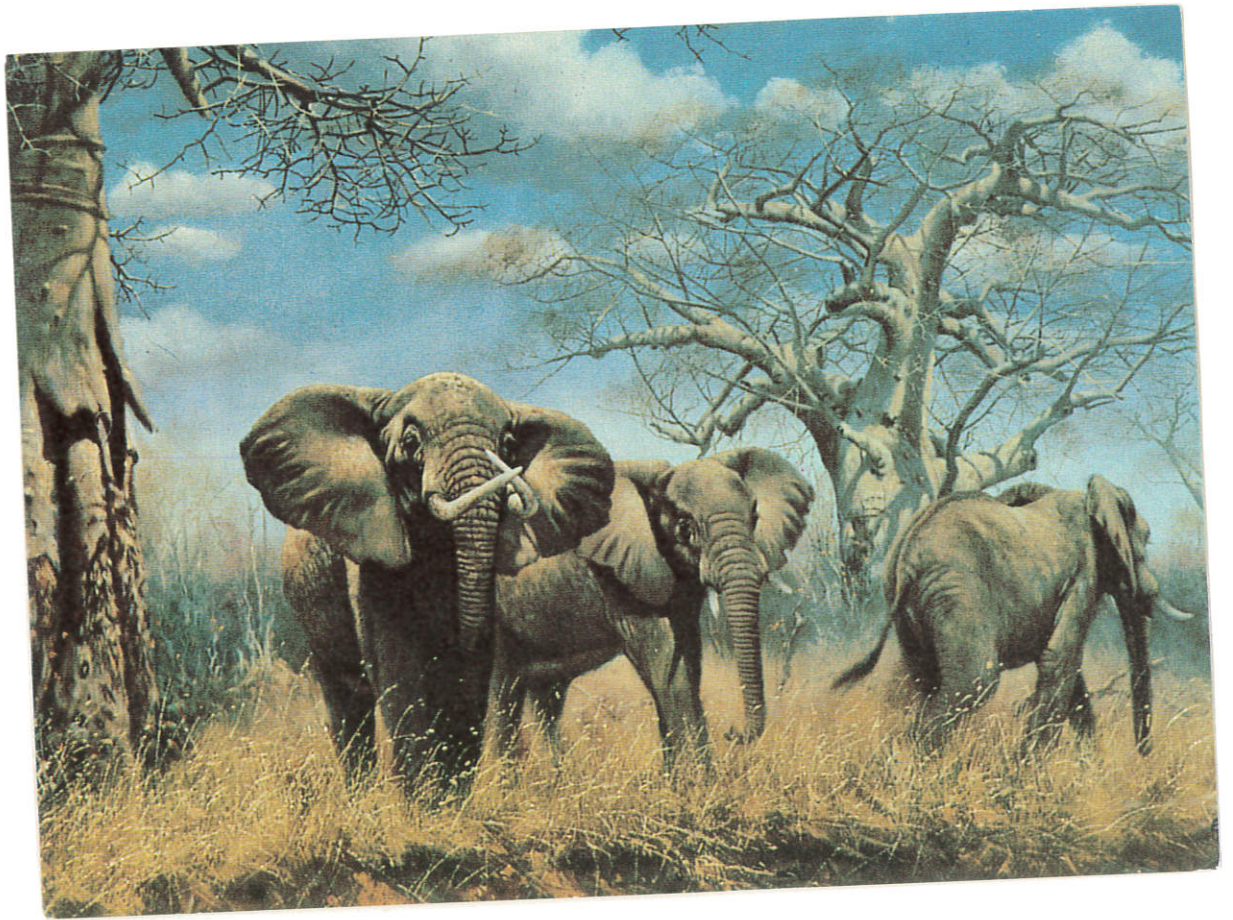
I hope I have everyone's full trust and support. You have mine.

With utmost appreciation for all you do every day,

Eric Smythe, Deputy Chief  
Interim Fire Chief

Copy to:

Board of Directors  
Media journalists



Dear First Responders,

Just a note to thank  
you for your service. You  
are so appreciated by the  
Mount St. Helens Daughters  
of the American Revolution.  
We don't know what we would  
do without you.

Jerry Maloney  
Registrar