

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, January 12, 2023

Microsoft Teams meeting

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Meeting ID: 273 755 937 628

Passcode: khapZx

I. Call to Order & Flag Salute

II. 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."

Audience Participation

III. Consent Agenda

- A. Approve Minutes from 12-8-22 regular meeting
- B. Approve December 2022 Profit & Loss Detail
- C. Approve December 2022 Budget vs. Actual

IV. Statistical Data

- A. Ambulance Activity Report
- B. Response Activity Report
- C. UAS Flight Summary

V. Staff Reports

- A. Chief's Report
- B. Operations Report
- C. EMS Operations Report
- D. Fire Marshal & Training Report
- E. Finance Report

- VI. Old Business
- VII. Committee Reports
 - A. Management Team
 - B. Long Range Planning Committee
 - C. Awards & Incentives
- VIII. Miscellaneous
- IX. New Business
 - A. Appoint 2023-2024 Budget Officer
 - B. Approve 2023-2024 Budget Calendar
 - C. Major Budget Item Discussion
 - D. SDAO Workers' Compensation Consent
- X. Good of the Order
- XI. 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, December 8, 2022

Microsoft Teams meeting

In-Person Attendance: President Reeves, Vice-President Gift, Director Sorenson, Director Kriek. Director Graham attended via TEAMS.

Also in attendance: Chief Pricher, Chief Bautista, Lt. DuBois, FF Ahlers, FF Booth, BB Wenner, NIFF Curio, FA Heath

- I. **Call to Order & Flag Salute:** President Reeves called the meeting to order and led the Pledge of Allegiance at 7:00 pm.
- II. **Public Comment:** No comment.
- III. **Consent Agenda:** Director Sorenson moved to approve the consent agenda. Director Kriek seconded.

Motion carried unanimously.

- IV. **Statistical Data:** Director Gift inquired about the turn-around time at hospitals. Line staff reported that it is a hit-or-miss situation, depending upon the hospital.

It was noted that fire calls are up. Directors commended the crew that responded to a recent house fire and returned a family pet to the owner.

- V. **Staff Reports:**
 - A. **Chief's Report:** Chief Pricher reported that SRFD talked to other agencies in the county regarding creation of a civil service commission. Those who were notified expressed interest in joining this collaborative effort. Chief Pricher expects the start-up after the first of the year. Chief Marks will lead this effort.

Director Sorenson asked if the new display for the fire boat had been purchased. Chief Pricher said the purchase was in process.

- B. **Operations Report:** No questions.
- C. **EMS Operations Report:** No questions.

- D. **Fire Marshal & Training Report:** Company inspections are starting with area businesses. Chief Bautista is working with crews to work out any potential issues prior to beginning the inspections in earnest. President Reeves asked for examples of violations, and how the purposes, findings, and mitigation of any violations take place. Chief Bautista stressed that the inspection goals are education and prevention.

Meritorious Award nominations through OFCA will open January 1, 2023. Nominations for the following awards must be authorized by Chief Pricher: Medal of Honor, Medal of Valor, Award of Excellence, Distinguished Conduct, and Unit Citation.

Chief Bautista also spoke about his goals for upcoming training.

SRFD received a \$10,000 grant for Fire Investigation-210 class to fund tuition in summer 2023.

- E. **Finance Report:** FA Heath updated the board on current tax turnover and Share & Care numbers.

- VI. **Old Business:** Apparatus purchasing update: Chief Pricher spoke to the research completed with manufacturers for the tender and engine purchases. Rosenbauer was chosen as the manufacturer for both apparatuses. The Freightliner chassis has been locked in with the vendor. The build-out will be 547 days or less. The new medic is still on track to arrive in February 2023.

VII. **Committee Reports:**

- A. Management Team: Met prior to the Board meeting.
- B. Long Range Planning Committee: Scheduled to meet Dec. 12-16
- C. Awards & Incentives: MOBA Green has been working on plans for the Awards Banquet.

VIII. **Miscellaneous:** No comment.

- IX. **New Business:** Station access control staff report from Chief Marks to Chief Pricher was explained. Any purchase over \$10,000 will be presented to the board, as informational. Purchases over \$20,000 require board approval.

X. **Good of the Order:**

OSFM Staffing Grant letter for Fire Suppression Personnel was discussed.
Thank you from Catherine Ross

- XI. **Adjourn:** Director Kriek moved to adjourn. Director Gift seconded. Meeting adjourned at 8:22 pm.

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

Susan Reeves, Board President

Submitted by: Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses			
Income			
1. GENERAL FUND REVENUES			
EMS Receipts			
12/01/2022	Systems Design West (SDW)	iStream	10,494
12/02/2022	Systems Design West (SDW)	Noridian WAORAK	483
12/02/2022	Systems Design West (SDW)	Patient Payment	366
12/05/2022	Systems Design West (SDW)	Regence BCBCO	1,287
12/05/2022	Systems Design West (SDW)	Noridian WAORAK	491
12/05/2022	Systems Design West (SDW)	Tricare for Life	124
12/05/2022	Systems Design West (SDW)	Aetna	490
12/06/2022	Systems Design West (SDW)	Medicaid Oregon	147
12/06/2022	Systems Design West (SDW)	Patient pymt	136
12/07/2022	Systems Design West (SDW)	United Healthcare	336
12/07/2022	Commercial Adjustment	Collections	504
12/08/2022	Moda Health	insurance pymt	113
12/08/2022	Moda Health	insurance pymt	304
12/08/2022	Systems Design West (SDW)	iStream	12,780
12/08/2022	Systems Design West (SDW)	Noridian WAORAK	474
12/08/2022	Systems Design West (SDW)	PacificSource	436
12/09/2022	Systems Design West (SDW)	United Healthcare	702
12/13/2022	Systems Design West (SDW)	Noridian WAORAK	905
12/13/2022	Systems Design West (SDW)	Medicaid Oregon	63
12/14/2022	Systems Design West (SDW)	Patient payment (100-2.50)	98
12/14/2022	Systems Design West (SDW)	Noridian WAORAK	1,376
12/15/2022	Systems Design West (SDW)	Providence Health	120
12/15/2022	Systems Design West (SDW)	Patient pymt(\$310-7.75)	302
12/15/2022	Systems Design West (SDW)	iStream deposit	3,278
12/19/2022	Systems Design West (SDW)	Noridian WAORAK	954
12/19/2022	Systems Design West (SDW)	Patient pymt	512
12/19/2022	Systems Design West (SDW)	Regenece BCBCO	343
12/20/2022	Systems Design West (SDW)	Noridian WAORAK	473
12/20/2022	Systems Design West (SDW)	Medicaid	242
12/21/2022	Systems Design West (SDW)	MCROR	611

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
12/21/2022	Systems Design West (SDW)	patient pymt (2502-62.55)	2,439
12/22/2022	Systems Design West (SDW)	TriCare for Life	121
12/22/2022	Systems Design West (SDW)	iStream	4,799
12/22/2022	Systems Design West (SDW)	Noridian WAORAK	490
12/23/2022	Systems Design West (SDW)	patient pymt	2,337
12/23/2022	Systems Design West (SDW)	Noridian WAORAK	422
12/23/2022	Systems Design West (SDW)	TriCare for Life	121
12/23/2022	Systems Design West (SDW)	Humana	331
12/23/2022	Systems Design West (SDW)	Treasury 310 (VA)	2,196
12/27/2022	Systems Design West (SDW)	Noridian WAORAK	909
12/27/2022	Systems Design West (SDW)	Regence BCBCO	1,265
12/28/2022	Systems Design West (SDW)	United Healthcare	436
12/28/2022	Systems Design West (SDW)	Humana pymt	552
12/29/2022	Systems Design West (SDW)	iStream	1,221
12/29/2022	Systems Design West (SDW)	Noridian	480
12/29/2022	Systems Design West (SDW)	PacificSource	436
12/30/2022	Systems Design West (SDW)	Patient pymt	2,358
12/30/2022	Systems Design West (SDW)	United Healthcare	334
Total for EMS Receipts			\$60,188
FireMed			
12/21/2022		Nov membership renewals	4,420
Total for FireMed			\$4,420
G.E.M.T. (Medicaid)			
12/27/2022	Oregon Health Authority	CCO leverage	-19,652
Total for G.E.M.T. (Medicaid)			\$ -19,652
Grant Awards			
12/20/2022		City of Scappoose- ARP funds	100,000
12/27/2022		12/20/22 ARP funds from City of Scappoose	-100,000
12/27/2022		7/14/22 ARP funds from City of Scappoose	-100,000
12/28/2022		repayment of unused grant funds	-1,836
Total for Grant Awards			\$ -101,836
Interest Earned on Investments			
12/30/2022		Dec pool interest	11,440

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for Interest Earned on Investments			\$11,440
Miscellaneous Revenue			
12/07/2022	Bahnsen, Don	Bahnsen private fire contract	464
12/07/2022	Ross, Catherine	Donation for crews	100
12/07/2022		Corporate Card refund	457
12/08/2022	Inroads Credit Union	\$100 Donation for crew	-100
12/08/2022		address sign	24
12/15/2022	Stanton, Robert	Private Fire Contract	810
12/21/2022		private fire contract	1,067
Total for Miscellaneous Revenue			\$2,822
Property Taxes			
Taxes - Current			
Local Option Levy			
12/05/2022	Multnomah County	MC turnover Nov Wk-3	82,453
12/08/2022	Columbia County	CC turnover 08	69,472
12/09/2022	Multnomah County	MC turnover - Nov -Wk4	11,594
12/14/2022	Multnomah County	MC turnover Nov Wk-5	711
Total for Local Option Levy			\$164,230
Permanent Rate Levy			
12/05/2022	Multnomah County	MC turnover Nov Wk-3	46,178
12/08/2022	Columbia County	CC turnover 08	44,139
12/09/2022	Multnomah County	MC turnover - Nov-Wk-4	6,493
12/14/2022	Multnomah County	MC turnover Nov Wk-5	398
Total for Permanent Rate Levy			\$97,209
Total for Taxes - Current			\$261,439
Taxes - Prior Years			
12/05/2022	Multnomah County	MC turnover Nov Wk-3	190
12/08/2022	Columbia County	CC turnover 08	2,868
12/09/2022	Multnomah County	MC turnover - Nov-Wk-4	127
12/14/2022	Multnomah County	MC turnover Nov Wk-5	25
Total for Taxes - Prior Years			\$3,210
Total for Property Taxes			\$264,650
Total for 1. GENERAL FUND REVENUES			\$222,032

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
2. GRANT FUND REVENUE			
Grant Award			
12/19/2022	City of Scappoose	ARP - City of Scappoose	100,000
12/20/2022		City of Scappoose- ARP funds	-100,000
Total for Grant Award			\$0
Total for 2. GRANT FUND REVENUE			\$0
3. PROPERTY FUND REVENUES			
Grant Income			
12/27/2022		7/14/22 & 12/20/22 ARP funds from City of Scappoose	200,000
Total for Grant Income			\$200,000
Interest Earned on Investments			
12/30/2022		Dec pool interest	2,037
Total for Interest Earned on Investments			\$2,037
Transfers In			
12/01/2022		Budgeted transfer	355,000
12/20/2022		City of Scappoose- ARP funds	100,000
Total for Transfers In			\$455,000
Total for 3. PROPERTY FUND REVENUES			\$657,037
4. PERSONNEL SVCS FUND REVEN			
Interest Earned on Investments			
12/30/2022		Dec pool interest	518
Total for Interest Earned on Investments			\$518
Transfers In			
12/01/2022		Budgeted transfer	100,000
Total for Transfers In			\$100,000
Total for 4. PERSONNEL SVCS FUND REVEN			\$100,518
Total for Income			\$979,587
Expenses			
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
12/08/2022	Standard Insurance	Life, LTD, & AD&D	1,364
12/08/2022	S.D.I.S.	Employee Health Insurance	27,259
12/28/2022	HRA VEBA Trust	Standard HRA & PEHP	10,442
12/29/2022	Salisbury, Janine	Salisbury Ins pymt	-758
12/30/2022	Paychex - tax	OR ER Work Benefit	64

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 550 Insurance			\$38,370
560 Personnel Salaries			
12/08/2022	Standard Insurance	Short Term Disability	512
12/12/2022	P.E.R.S.	EE PERS IAP Contrib	13,312
12/13/2022	Voya - Oregon Savings Growth Plan	Sept-Nov loan payment	389
12/27/2022	American Heritage Life Insurance Co.	Misc employee insurance	137
12/27/2022	Bernier, Kyle	July-Nov back pay	1,560
12/27/2022	Wenner, Brian	Back pay July-Nov	2,258
12/27/2022	Principal Financial Group	Employee Insurance	52
12/27/2022	Booth, Brandon	Back pay Mar - Nov	2,164
12/28/2022	HRA VEBA Trust	PEHP HRA-employee contrib.	2,698
12/28/2022	Voya - Oregon Savings Growth Plan	Dec. loan pymt	130
12/28/2022	Inroads Credit Union	Dec food fund	920
12/28/2022	Tualatin Valley Fire Fighters Union	Dec. Union Dues	2,100
12/28/2022	P.E.R.S.	EE PERS IAP Vol. Contrib	87
12/29/2022	Paychex Payroll	OT	20,833
12/29/2022	Paychex Payroll	Deferred Compensation	7,780
12/29/2022	Paychex Payroll	FLSA - OT	9,141
12/29/2022	Paychex Payroll	Flex spd- cash out	11,305
12/29/2022	Paychex Payroll	Incentives	2,080
12/29/2022	Paychex Payroll	Longevity	886
12/29/2022	Paychex Payroll	Phone pay	250
12/29/2022	Oregon Dept. of Justice	Contract payment	805
12/29/2022	Paychex Payroll	ShiftDf	82
12/29/2022	Paychex Payroll	Balance of Net Pay	93,684
12/30/2022	Paychex - tax	Employee Taxes Withheld	54,654
Total for 560 Personnel Salaries			\$227,819
570 SocSec/Medicare(FICA)			
12/30/2022	Paychex - tax	ER Payroll Taxes	15,837
Total for 570 SocSec/Medicare(FICA)			\$15,837
580 Volunteer Services			
12/08/2022	Greenup, Cade	Dec cell phone use	34
12/27/2022	Symbolarts	200 @ 8.95 challenge coins	2,126
Total for 580 Volunteer Services			\$2,160
590 Personnel Benefits			
12/08/2022	Occupational Safety, Health & Wellness	Vaccination Clinic	1,235
12/12/2022	P.E.R.S.	ER Pension PERS Contrib	58,930
12/12/2022	P.E.R.S.	ER PERS RHIA-UAL Contrib	39
12/16/2022	Benefit Help Solutions(FSA)	FSA monthly plan fee	125
Total for 590 Personnel Benefits			\$60,329

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1.1 GENERAL FUND PERSONNEL SVCS			\$344,516
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
12/08/2022	CRFR	25% Civil Service Fee 1 applicant	125
12/08/2022	Kleinberg Tech	November report	210
12/27/2022	Oregon Health Authority	CCO admin fees for GEMT	3,930
12/27/2022	National Testing Network	Annual NTN for FF Testing & Recruitment thru 12/1/23	500
12/27/2022	Merina+Co	Oct-Nov Mentoring/Consulting	9,094
Total for 670 Contract Services			\$13,859
680 Communications Maintenance			
12/27/2022	49er Communications	Remote Mount Cable	118
Total for 680 Communications Maintenance			\$118
720 Public Fire Services			
12/14/2022	International Code Council		737
12/27/2022	Symbolarts	200 @ 8.95 challenge coins	2,126
Total for 720 Public Fire Services			\$2,863
750 Maintenance on Equipment			
12/08/2022	Pro Automotive & Diesel	2005 Chev Suburban	1,556
12/08/2022	Columbia Feed & Supply	Starter policy	59
12/08/2022	Superior Tire Service	4 Tires - 12R22.5	2,175
12/08/2022	Les Schwab Tires	Tires and balance for Ford 2019 F250	667
12/08/2022	Pro Automotive & Diesel	2008 GMC C4500 Top Kick	4,318
12/08/2022	Ace Hardware - Scappoose	Adhesive Velcro/Ties	10
12/08/2022	Ace Hardware - Scappoose	Adhesive Velcro/Ties	12
12/08/2022	Ace Hardware - Scappoose	Vendor credit/rewards card	-10
12/08/2022	Sunset Auto Parts	Power port for portable radio chargers	42
12/08/2022	Sunset Auto Parts	3 yr battery warranty	184
12/21/2022	Roadrunner Gas		130
12/23/2022	Amazon		48
12/27/2022	Sunset Auto Parts	Battery and core deposit	340
12/27/2022	Pro Automotive & Diesel	1996 Freightliner block heater	765
12/27/2022	Wilcox & Flegel	250 gal unleaded @ 2.735	779
12/27/2022	True North Emergency Equipment	Base Mnt Kit	225
12/27/2022	Wilcox & Flegel	Bio diesel 213.8 @ 3.219	689
12/27/2022	Wilcox & Flegel	unleaded 94.5 @ 2.916	312
12/27/2022	Sunset Auto Parts	Lic. plate cover	10
12/27/2022	Oregon Dept of Aviation	FA3HPNYM9R	25
12/27/2022	Huser Sales & Service Inc	Hydrotest 45 SCBAs	1,868
12/27/2022	Wilcox & Flegel	350 gal bio diesel @3.156	1,106

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 750 Maintenance on Equipment			\$15,310
760 Administration			
12/01/2022	US Bank	US Bank Merchant Service Fees	25
12/01/2022			0
12/07/2022	Amazon		36
12/07/2022	Stamp Connection.com		29
12/08/2022	Stryker Flex Financial	late fee	134
12/08/2022	U.S. Postal Service	Stamps 4 rolls x \$60	240
12/12/2022	Fred Meyer		27
12/12/2022	Fred Meyer		41
12/14/2022	Scappoose Bagel		111
12/15/2022	US Bank	Monthly Analysis Service Charge	16
12/20/2022	Ixtapa		59
12/21/2022	Fred Meyer		21
12/22/2022	Amazon		29
12/27/2022	DocuMart Printing & Copying	Business cards	260
12/27/2022	Pacific Office Automation, Inc.	B & W copies	53
12/27/2022	Oregon Fire Service Museum	annual membership - 2023	135
12/27/2022	Pacific Office Automation, Inc.	Color copies	440
12/30/2022	Paychex Invoice	payroll processing invoice	224

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 760 Administration			\$1,879
765 Information Technology			
12/01/2022	Apple Inc.		3
12/08/2022	TargetSolutions Learning LLC	Annual Vector Scheduling fees	3,124
12/08/2022	TargetSolutions Learning LLC	Annual Vector Scheduling fees	770
12/08/2022	Centerlogic, Inc.	monthly billing December	1,677
12/08/2022	Centerlogic, Inc.	4 hrs @ \$115.00/hr	460
12/08/2022	EMS Technology Solutions, LLC	Op IQ fleet mgmt licenses	120
12/08/2022	ArchiveSocial	1/1/23-12/31/23 Econo-1.5KR-12A backup pkg for social media	2,988
12/14/2022	Firms App Ltd		6
12/18/2022	CenturyLink		60
12/18/2022	CenturyLink		75
12/20/2022			-770
12/22/2022	Intuit Quickbooks		40
12/23/2022	Prezi		59
12/27/2022	Comcast Business	Main station IT	249
12/27/2022	Spectrum VoIP	VOIP	31
12/27/2022	TriZetto Provider Solutions LLC	EMS billing	121
12/27/2022	Apple Inc.	MacBook Pro	3,559
12/27/2022	Apple Inc.	AppleCare+ protection plan	319
12/27/2022	Verizon Wireless	Nov Cell charges	565
12/27/2022	AT&T Mobility	Wireless phone bill	455
12/27/2022	CenturyLink	Chapman internet	83
12/27/2022	Centerlogic, Inc.	2.5 hr @\$115/hr	288
12/27/2022	City of Portland	800 MHZ access	158
12/28/2022	TVF&R	ReGIS subscription	1,523
Total for 765 Information Technology			\$15,962
770 Cleaning Materials & Supplies			
12/11/2022	COSTCO Wholesale		29
12/11/2022	COSTCO Wholesale		65
12/21/2022	COSTCO Wholesale		81
12/22/2022	COSTCO Wholesale		16
12/22/2022	COSTCO Wholesale		49
12/22/2022	Amazon		83
12/24/2022	Amazon		20
12/24/2022	Amazon		95

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 770 Cleaning Materials & Supplies			\$438
775 Emerg. Operating Supplies			
12/05/2022	Shell		23
12/06/2022	DOD Fed Mall		823
12/12/2022	Karst Sports		4,198
12/12/2022	Rescue direct		1,418
12/21/2022	WPSG		363
Total for 775 Emerg. Operating Supplies			\$6,823
780 Building & Grounds Maint.			
12/08/2022	Paramount Pest Control Inc.	Chapman Station pest control	110
12/08/2022	Alonzo Yard Maintenance LLC	Holbrook maintenance	200
12/08/2022	Ultrashelf		699
12/08/2022	Alonzo Yard Maintenance LLC	Chapman Station	200
12/08/2022	Aloha Overhead Door	door repair and 2 pairs of springs	1,094
12/18/2022	Amazon		50
12/27/2022	Crow Water Systems	Annual Backflow Test	135
Total for 780 Building & Grounds Maint.			\$2,488
790 Training			
12/05/2022	Planet Hollywood		164
12/06/2022	National Emergency Training		-13
12/07/2022		FEMA reimbursement	-558
12/08/2022		Grant Award FI-210	-10,000
12/27/2022	Miller, Adam	EMT-A course tuition/fees	970
12/27/2022	Crux Rescue LLC	ROPE wkshp	1,313
12/27/2022	Mathews, Keith	8 days Lodging -EMT-A- reimbursement	877
Total for 790 Training			\$ -7,248
810 Utilities			
12/08/2022	Comcast	Xfinity - Acct 0162514	28
12/08/2022	Waste Management of Oregon, Inc.	Nov garbage/recycle	127
12/08/2022	Waste Management of Oregon, Inc.	30 yd dumpster	243
12/08/2022	Graybar Financial Services	Voip phones	299
12/08/2022		W.O. E. C. patronage capital refund	-33
12/08/2022	P.G.E.	Cleetwood	119
12/27/2022	City of Scappoose	Water and Sewer monthly charges	375
12/27/2022	City of Scappoose	Water - base charge	38
12/27/2022	W.O.E.C.	Acct 13045001 -	373
12/27/2022	CenturyLink	Main station fax line	60
12/27/2022	CenturyLink	Chapman phone	62
12/27/2022	N.W. Natural Gas	Acct 447881-4	597
12/28/2022	CRPUD	Boathouse Electricity	70
12/28/2022	CRPUD	Main Station Electricity	926

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 810 Utilities			\$3,284
870 EMS Operations			
12/08/2022	Sasek, Dean MD	Physician Advisor - Dec 2022	692
12/08/2022	Environmental Compliance Consultant Inc.	28 gal biohazard	60
12/08/2022	Life-Assist, Inc.	Misc EMS supplies	1,437
12/08/2022	Life-Assist, Inc.	Misc EMS supplies	103
12/08/2022	EMS Technology Solutions, LLC	Op IQ inventory & asset mgmt licenses	150
12/08/2022	Life-Assist, Inc.	Misc EMS supplies	260
12/08/2022	Airgas - USA, LLC	Nov. Standard Invoice	307
12/08/2022	Life-Assist, Inc.	Misc EMS supplies	12
12/20/2022	North American Rescue Products		251
12/27/2022	Life-Assist, Inc.	Misc EMS supplies	15
12/27/2022	Life-Assist, Inc.	Misc EMS supplies	746
12/27/2022	Systems Design West (SDW)	Nov. EMS billing	2,062
12/27/2022	DocuMart Printing & Copying	Protocol Books	4,059
Total for 870 EMS Operations			\$10,152
Total for 1.2 GENERAL FUND MATERIAL & SVC			\$65,928
1.4 GENERAL FUND DEBT			
930 Debt			
12/08/2022	Stryker Flex Financial	3 of 4 annual payments for Life packs	2,075
Total for 930 Debt			\$2,075
Total for 1.4 GENERAL FUND DEBT			\$2,075
Total for 1...			\$412,518
1.5 GENERAL FUND TRANSFER OUT			
Transfers to Personnel Services			
12/01/2022		Budgeted transfer	100,000
Total for Transfers to Personnel Services			\$100,000
Transfers to Property Fund			
12/01/2022		Budgeted transfer	355,000
12/20/2022		City of Scappoose - ARP funds	100,000
Total for Transfers to Property Fund			\$455,000
Total for 1.5 GENERAL FUND TRANSFER OUT			\$555,000
Total for 1..GENERAL FUND EXPENDITURES			\$967,518

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2022

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Unapplied Cash Bill Payment Expense			
12/08/2022	TargetSolutions Learning LLC	Annual Vector Scheduling fees	-770
12/08/2022	US Bank		1,587
12/08/2022	US Bank		1,473
12/08/2022	US Bank		198
12/08/2022	US Bank		1,181
12/08/2022	US Bank		120
12/20/2022		Voided unapplied bill	770
12/20/2022	Oregon Health Authority		23,582
12/27/2022	Oregon Health Authority	GEMT CCO leverage & admin fees 1/1/22-6/30/22	-23,582
12/28/2022	Oregon State Police- OSFM	OSFM unused grant funds	1,836
12/28/2022	Oregon State Police- OSFM		-1,836
Total for Unapplied Cash Bill Payment Expense			\$4,559
Total for Expenses			\$972,078
Net Income			\$7,509

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	2,595,871.16	2,310,420.00	285,451.16	112.35 %
Conflagration	28,811.36	30,000.00	-1,188.64	96.04 %
EMS Receipts	397,665.17	634,781.00	-237,115.83	62.65 %
Fire Marshal	2,420.93	1,000.00	1,420.93	242.09 %
FireMed	17,811.25	20,000.00	-2,188.75	89.06 %
G.E.M.T. (Medicaid)	66,230.59	50,000.00	16,230.59	132.46 %
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	27,647.72	5,000.00	22,647.72	552.95 %
Miscellaneous Revenue	9,221.99	60,528.00	-51,306.01	15.24 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,848,761.87	2,897,007.00	-48,245.13	98.33 %
Permanent Rate Levy	1,565,177.96	1,629,565.00	-64,387.04	96.05 %
Total Taxes - Current	4,413,939.83	4,526,572.00	-112,632.17	97.51 %
Taxes - Prior Years	82,899.55	85,000.00	-2,100.45	97.53 %
Total Property Taxes	4,496,839.38	4,611,572.00	-114,732.62	97.51 %
Total 1. GENERAL FUND REVENUES	7,675,683.59	7,744,301.00	-68,617.41	99.11 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	1,285.71		1,285.71	
Grant Award	0.00	1,000.00	-1,000.00	0.00 %
Total 2. GRANT FUND REVENUE	1,285.71	1,000.00	285.71	128.57 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	156,550.53	163,099.00	-6,548.47	95.98 %
Grant Income	200,000.00		200,000.00	
Interest Earned on Investments	3,080.94		3,080.94	
Transfers In	455,000.00	355,000.00	100,000.00	128.17 %
Total 3. PROPERTY FUND REVENUES	814,631.47	518,099.00	296,532.47	157.23 %
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	106,665.64	58,128.00	48,537.64	183.50 %
Interest Earned on Investments	1,228.00		1,228.00	
Transfers In	100,000.00	100,000.00	0.00	100.00 %
Total 4. PERSONNEL SVCS FUND REVEN	207,893.64	158,128.00	49,765.64	131.47 %
Total Income	\$8,699,494.41	\$8,421,528.00	\$277,966.41	103.30 %
GROSS PROFIT	\$8,699,494.41	\$8,421,528.00	\$277,966.41	103.30 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				

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
550 Insurance	239,231.13	688,500.00	-449,268.87	34.75 %
560 Personnel Salaries	1,387,923.14	2,896,854.00	-1,508,930.86	47.91 %
570 SocSec/Medicare(FICA)	103,902.87	221,609.00	-117,706.13	46.89 %
580 Volunteer Services	2,517.63	20,000.00	-17,482.37	12.59 %
590 Personnel Benefits	382,194.72	781,810.00	-399,615.28	48.89 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	2,115,769.49	4,608,773.00	-2,493,003.51	45.91 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	58,939.98	55,000.00	3,939.98	107.16 %
680 Communications Maintenance	1,066.04	15,000.00	-13,933.96	7.11 %
720 Public Fire Services	5,332.52	20,000.00	-14,667.48	26.66 %
730 Property & Liability Insur.		70,000.00	-70,000.00	
740 Uniforms	1,012.84	20,000.00	-18,987.16	5.06 %
750 Maintenance on Equipment	48,857.98	150,000.00	-101,142.02	32.57 %
760 Administration	16,727.99	56,000.00	-39,272.01	29.87 %
765 Information Technology	50,666.78	120,000.00	-69,333.22	42.22 %
770 Cleaning Materials & Supplies	2,122.78	5,000.00	-2,877.22	42.46 %
775 Emerg. Operating Supplies	24,601.21	80,000.00	-55,398.79	30.75 %
780 Building & Grounds Maint.	36,364.63	114,000.00	-77,635.37	31.90 %
790 Training	9,214.09	85,000.00	-75,785.91	10.84 %
810 Utilities	15,897.07	40,000.00	-24,102.93	39.74 %
870 EMS Operations	43,594.59	160,000.00	-116,405.41	27.25 %
Total 1.2 GENERAL FUND MATERIAL & SVC	314,398.50	990,000.00	-675,601.50	31.76 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	51,034.34	225,528.00	-174,493.66	22.63 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	51,034.34	225,528.00	-174,493.66	22.63 %
1.4 GENERAL FUND DEBT				
930 Debt	63,652.72	65,000.00	-1,347.28	97.93 %
Total 1.4 GENERAL FUND DEBT	63,652.72	65,000.00	-1,347.28	97.93 %
Total 1...	2,544,855.05	5,889,301.00	-3,344,445.95	43.21 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	100,000.00	100,000.00	0.00	100.00 %
Transfers to Property Fund	455,000.00	355,000.00	100,000.00	128.17 %
Total 1.5 GENERAL FUND TRANSFER OUT	555,000.00	455,000.00	100,000.00	121.98 %
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	3,099,855.05	7,744,301.00	-4,644,445.95	40.03 %
2. GRANT FUND EXPENSE				
2.3 MATERIALS & SERVICES	10,000.00	1,000.00	9,000.00	1,000.00 %
Total 2. GRANT FUND EXPENSE	10,000.00	1,000.00	9,000.00	1,000.00 %
3. PROPERTY FUND CAPITAL OUTLAY				
EMS Apparatus & Equipment		220,599.00	-220,599.00	

Scappoose Rural Fire Protection District

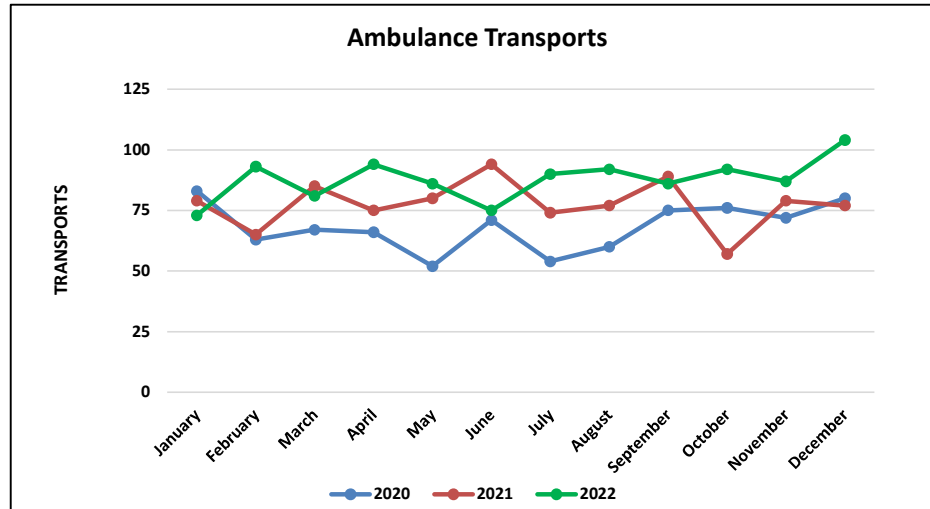
Budget vs. Actuals: FY2022-23 Budget - FY23 P&L

July 2022 - June 2023

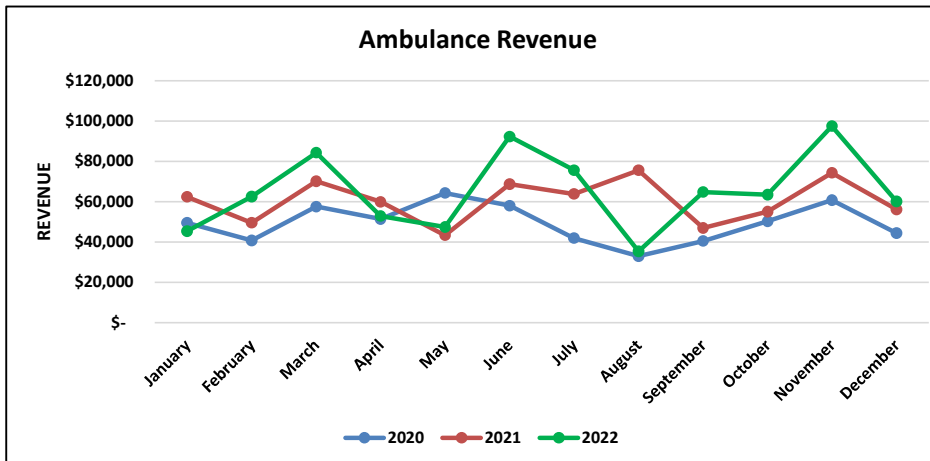
		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Fire Apparatus & Equipment		250,000.00	-250,000.00	
Miscellaneous Real Property		47,500.00	-47,500.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY		518,099.00	-518,099.00	
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	897.93	150,000.00	-149,102.07	0.60 %
Reserved for Future Expenses		8,128.00	-8,128.00	
Total 4. PERSONNEL SVC FUND EXPENSE	897.93	158,128.00	-157,230.07	0.57 %
Unapplied Cash Bill Payment Expense	-10,367.45		-10,367.45	
Total Expenses	\$3,100,385.53	\$8,421,528.00	\$ -5,321,142.47	36.82 %
NET OPERATING INCOME	\$5,599,108.88	\$0.00	\$5,599,108.88	0.00%
NET INCOME	\$5,599,108.88	\$0.00	\$5,599,108.88	0.00%

AMBULANCE BILLING & TRANSPORT REPORT

Month	2020	2021	2022
January	83	79	73
February	63	65	93
March	67	85	81
April	66	75	94
May	52	80	86
June	71	94	75
July	54	74	90
August	60	77	92
September	75	89	86
October	76	57	92
November	72	79	87
December	80	77	104



Month	2020	2021	2022
January	\$ 49,639	\$ 62,433	\$ 45,385
February	\$ 40,764	\$ 49,564	\$ 62,509
March	\$ 57,548	\$ 70,213	\$ 84,303
April	\$ 51,391	\$ 59,929	\$ 52,956
May	\$ 64,340	\$ 43,379	\$ 47,415
June	\$ 58,014	\$ 68,789	\$ 92,324
July	\$ 42,023	\$ 63,882	\$ 75,581
August	\$ 33,007	\$ 75,612	\$ 35,455
September	\$ 40,574	\$ 47,015	\$ 64,803
October	\$ 50,250	\$ 55,047	\$ 63,485
November	\$ 60,727	\$ 74,287	\$ 97,509
December	\$ 44,503	\$ 56,095	\$ 60,188



MONTHLY RESPONSE & ACTIVITY REPORTS

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT



DECEMBER 2022

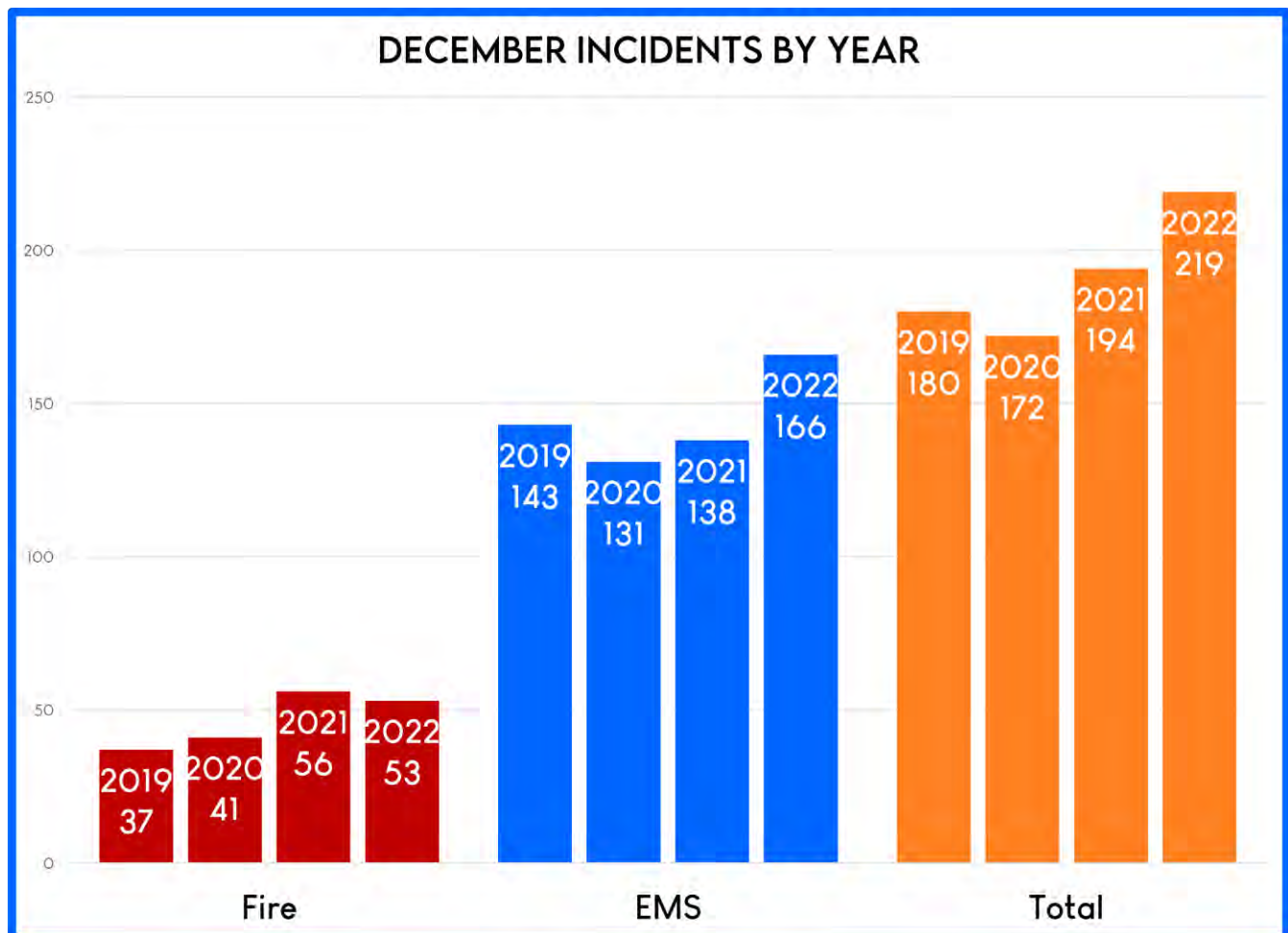
OPERATIONS

For the month of December, the ratio of EMS incidents to Fire incidents was **76%** to **24%** respectively. Total EMS related calls for the month were **166**, including a total of **174** patients treated, with **104** of those transported to area hospitals. COVID-19 was suspected or confirmed in **9** patients.

Approximately **44%** of the total call volume (**96** incidents) represents overlapping calls (at least one other call in progress). Approximately **26%** (**19** incidents) of the of the **73** 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 **219**, with a total of **431** apparatus responses spending **260** hours and **8** minutes of time. Total Fire & EMS incidents for the same month in 2021 was **194**. There were **12.89%** more calls this month compared to the same month last year.

For the month of December, SRFD averaged **1.71** Fire calls per day and **5.35** EMS calls per day for an overall daily average of **7.06** calls per day.



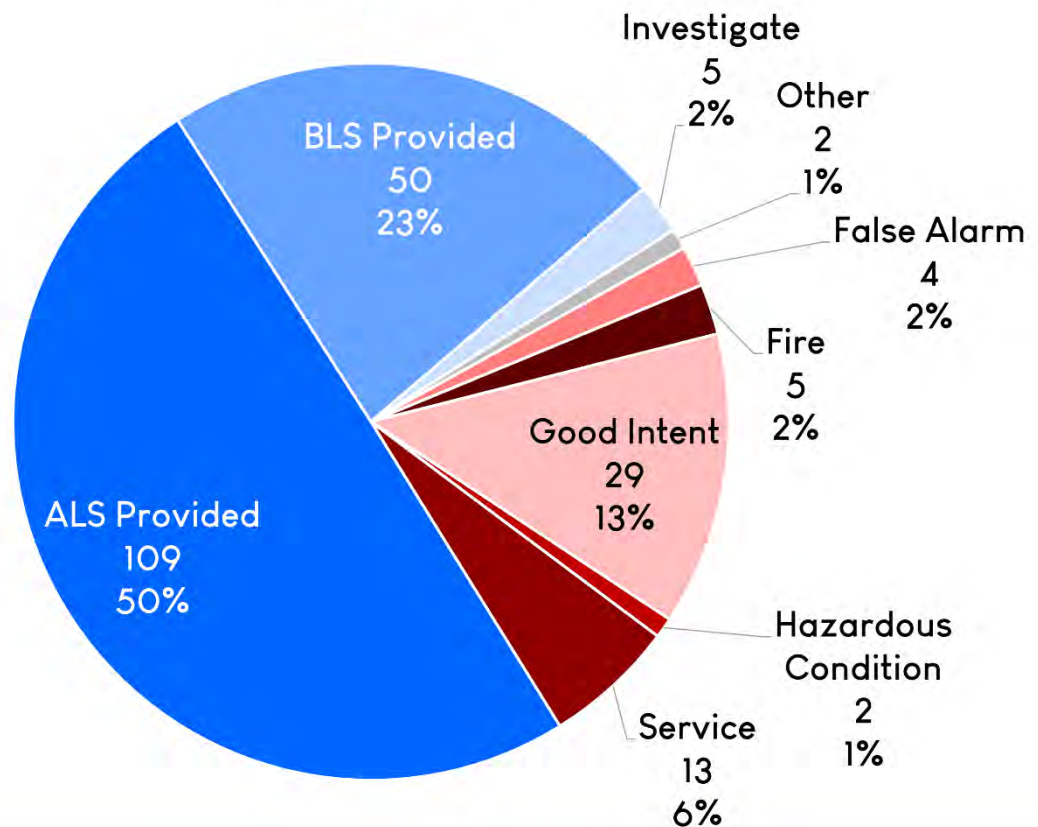
FIRE AND EMS CALL BREAKDOWN FOR DECEMBER 2022

Fires	5
Hazardous Condition	2
Service Call	13
Good Intent	29
Other Assistance	0
False Alarm	4
FIRE CALLS TOTAL	53

ALS Provided	109
BLS Provided	50
Investigate	5
Cancelled	0
Other Assistance	2
EMS CALLS TOTAL	166

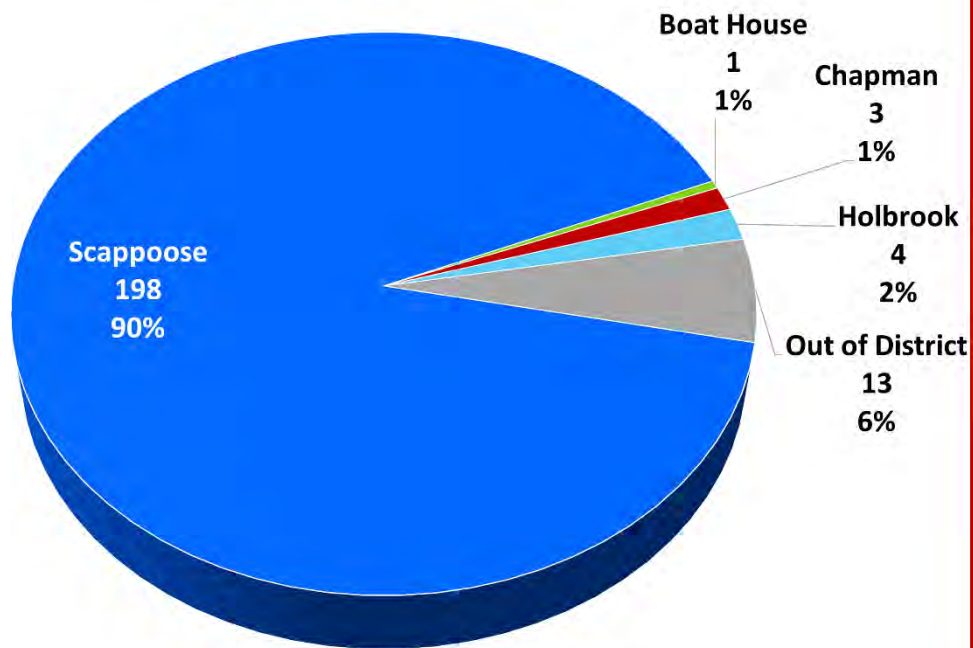
DECEMBER 2022 - CALLS BY TYPE

219 Incidents



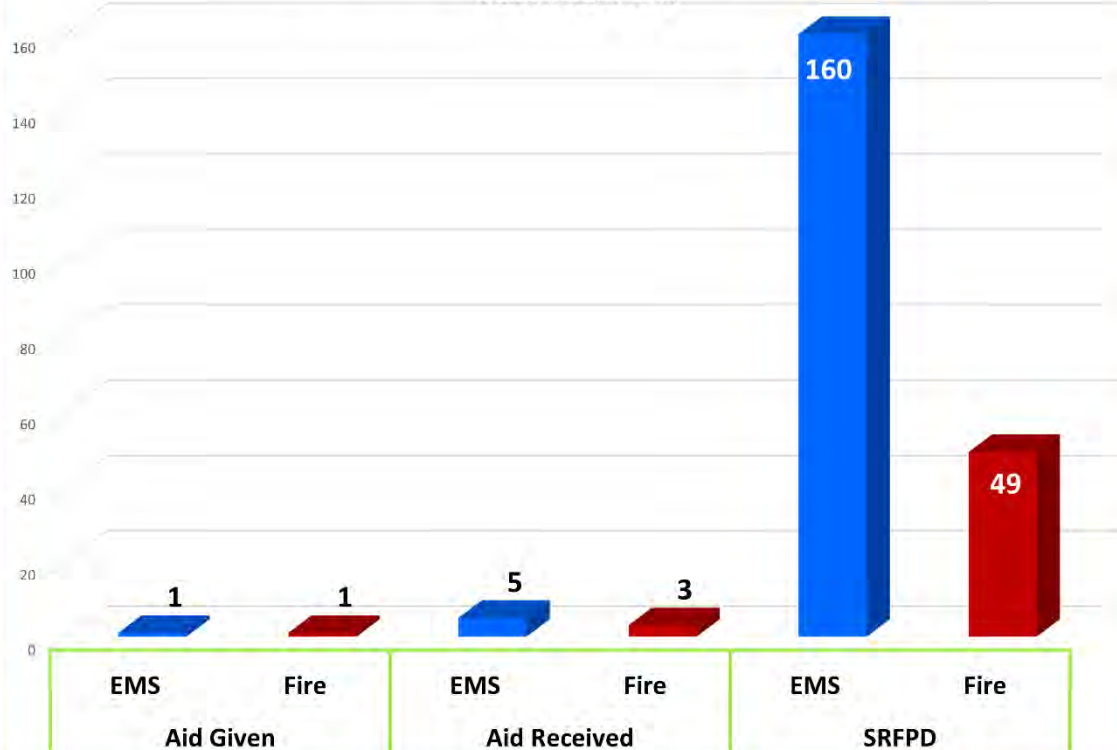
DECEMBER 2022 - INCIDENTS BY STATION

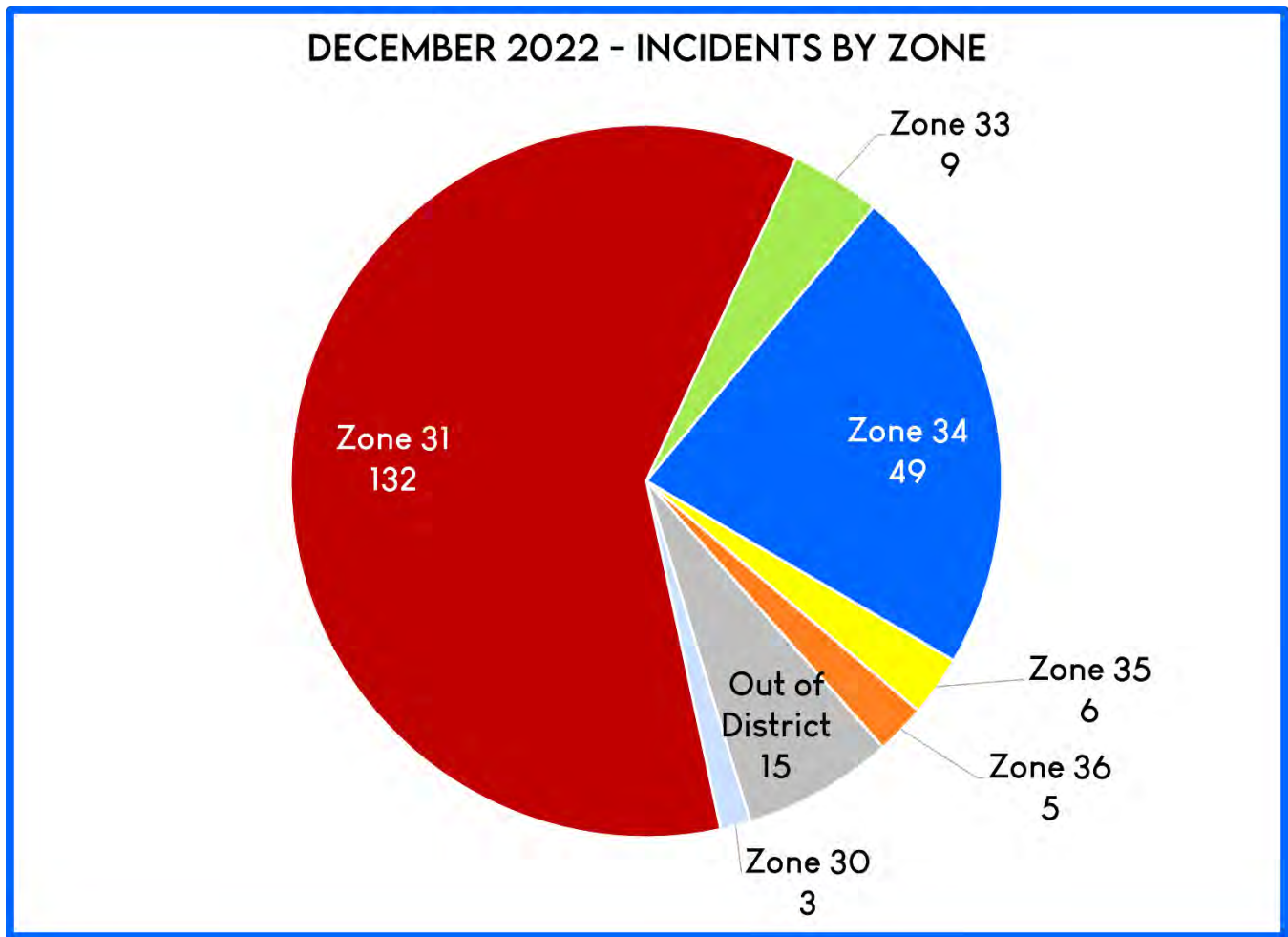
219 Incidents with 431 Apparatus Responses



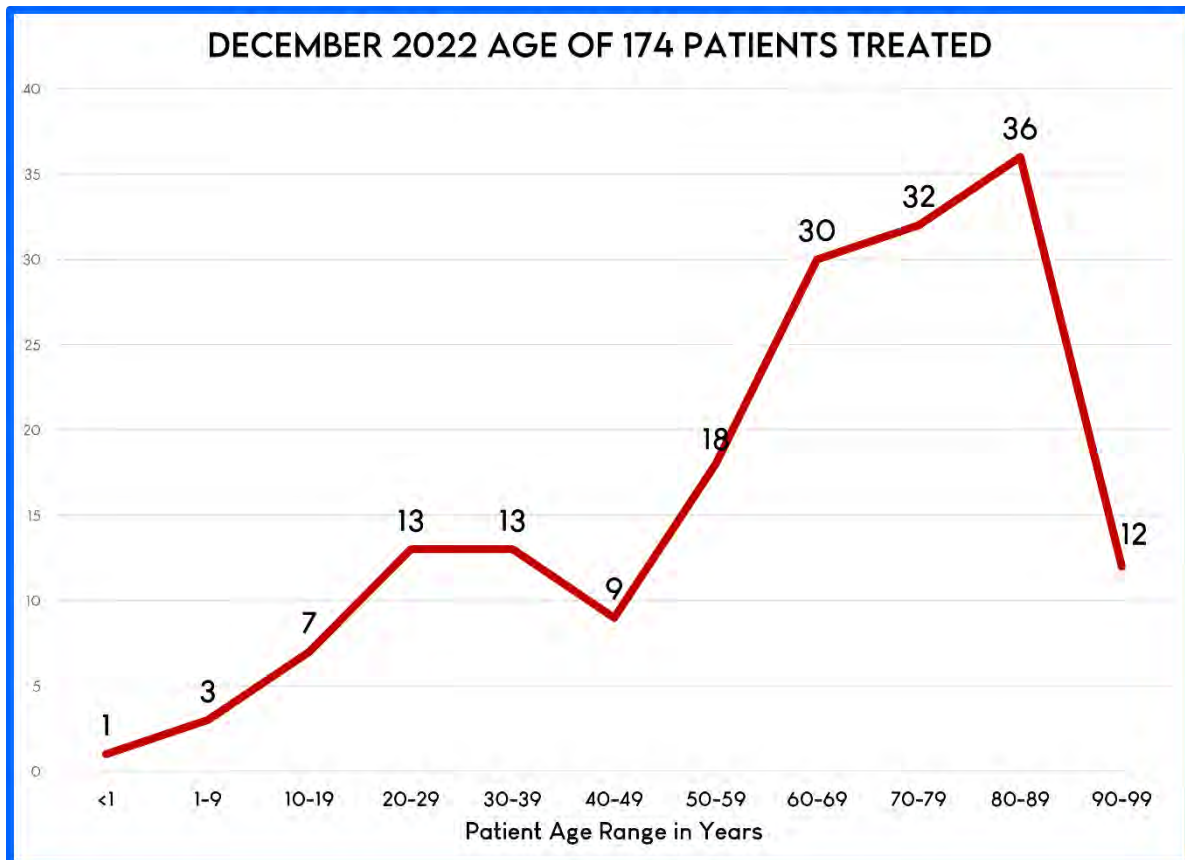
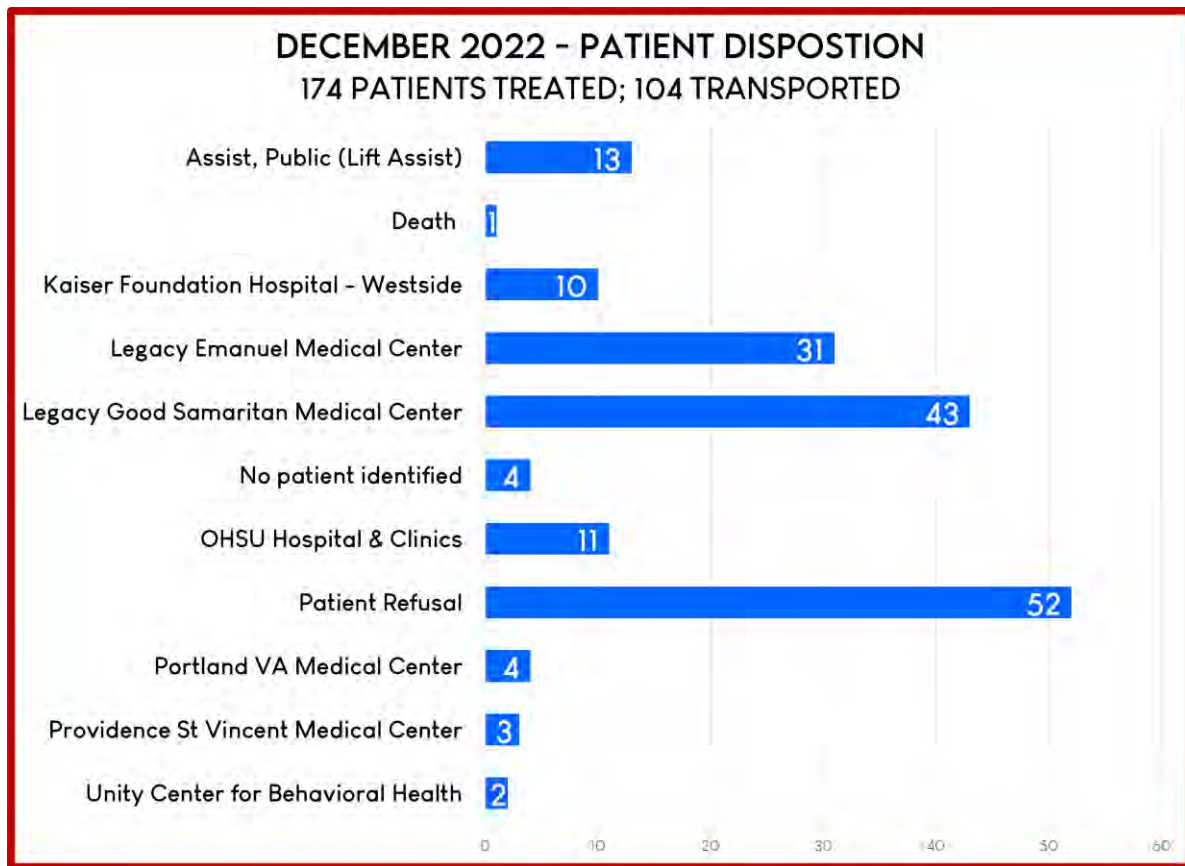
INCIDENTS BY RESPONDING JURISDICTION

December 2022

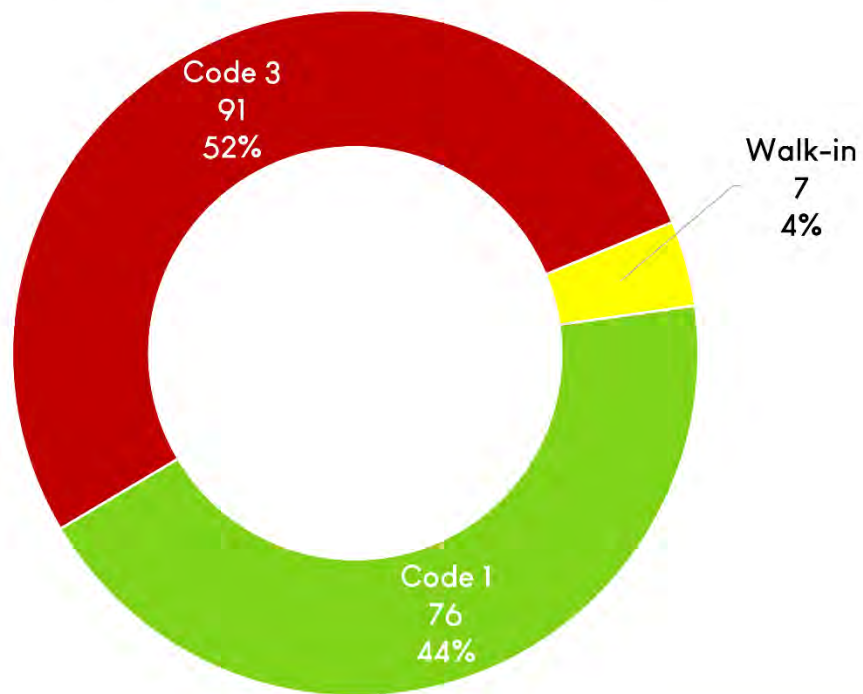




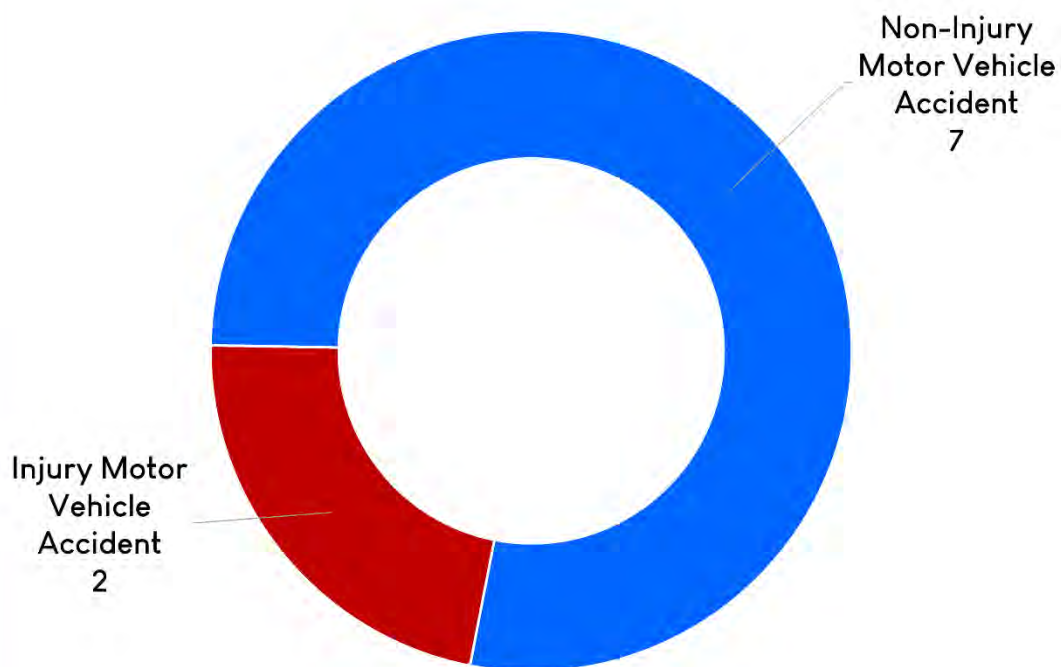
OPERATIONS



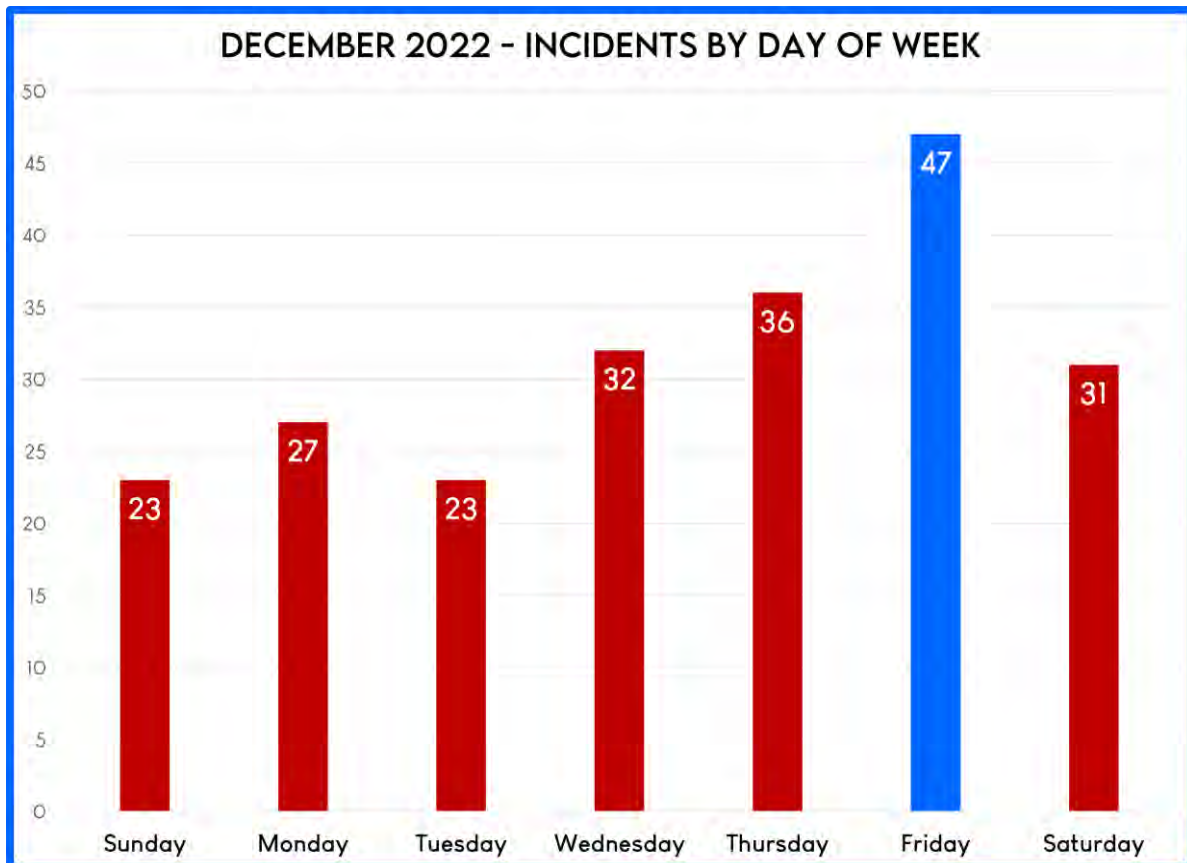
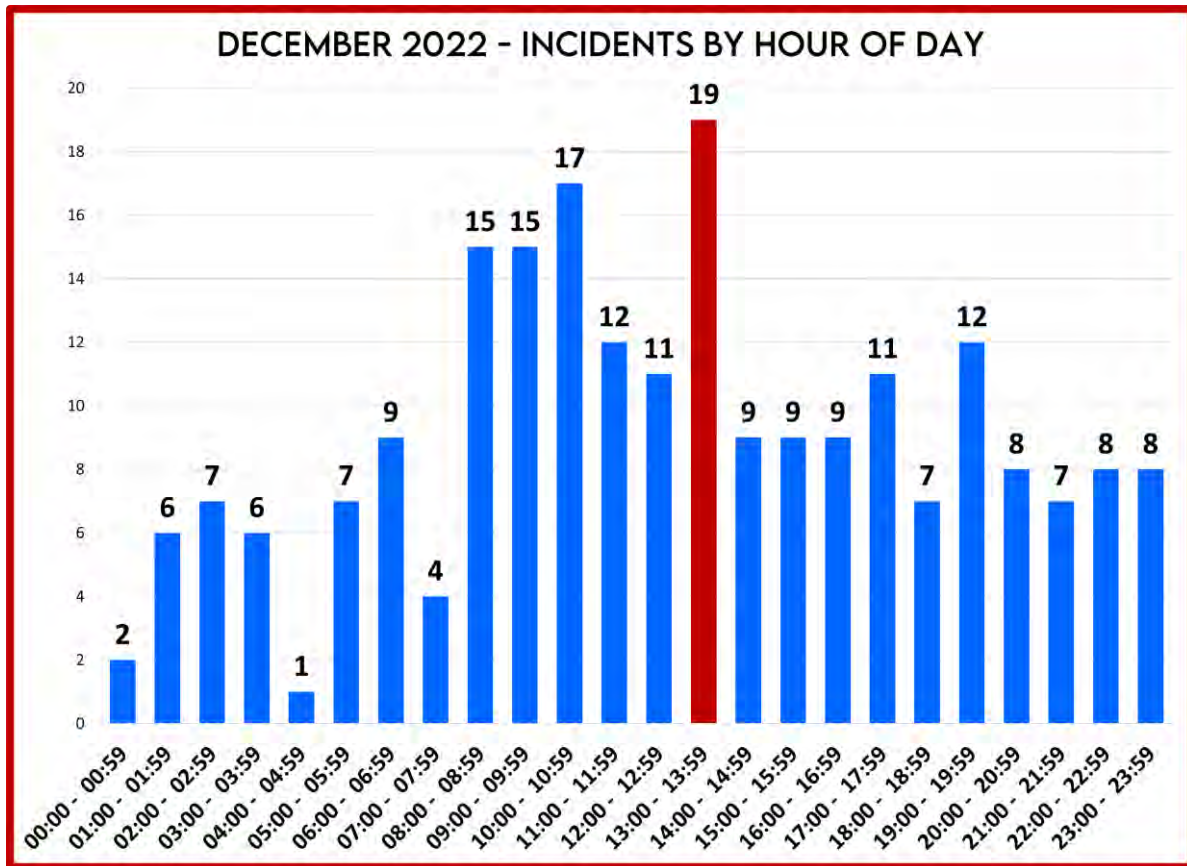
DECEMBER 2022 - EMS RESPONSE MODE

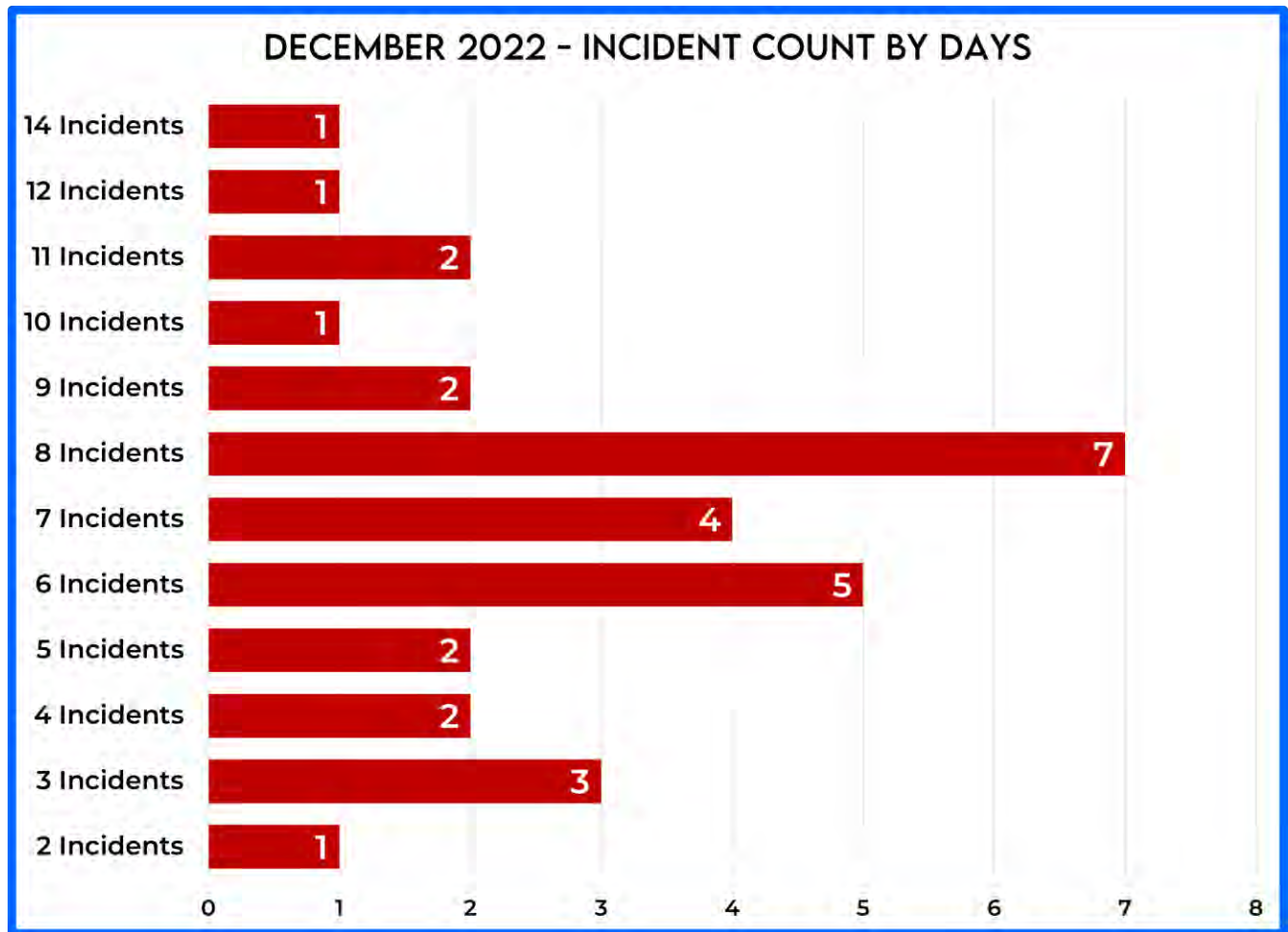


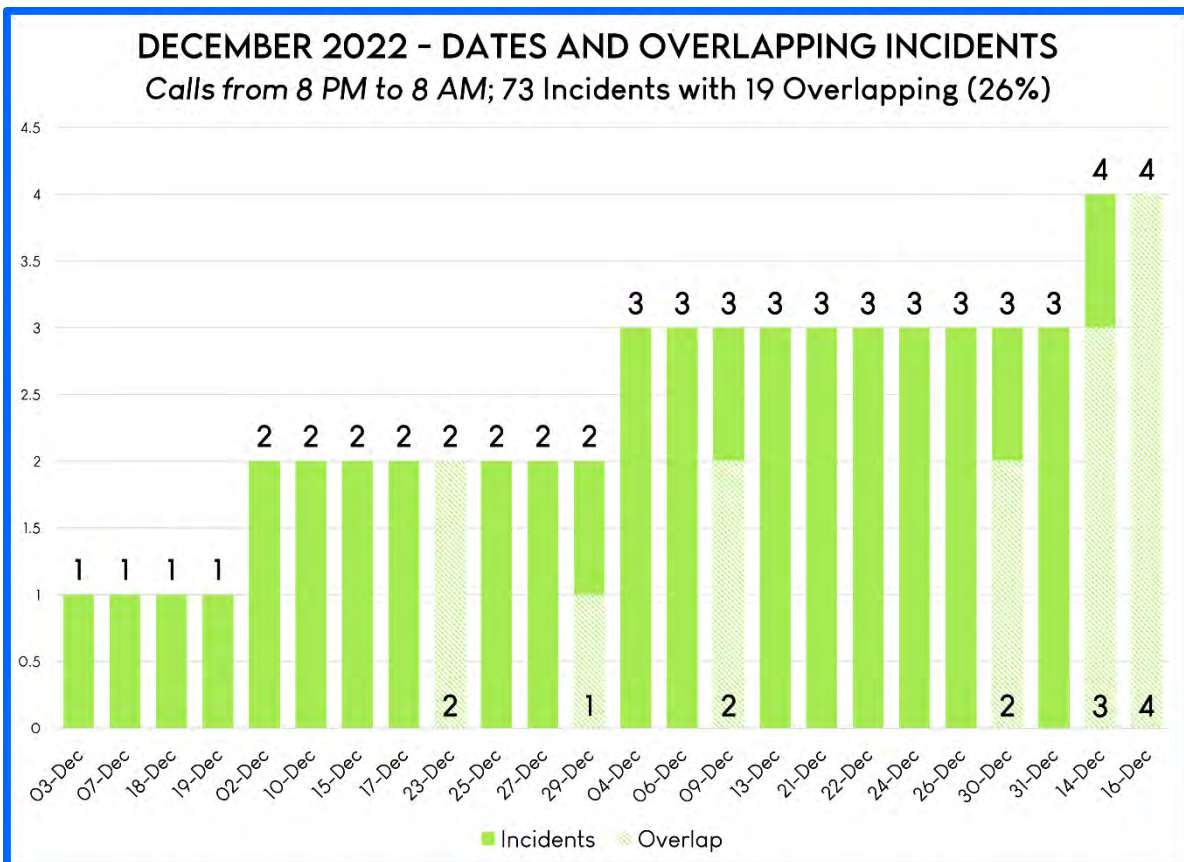
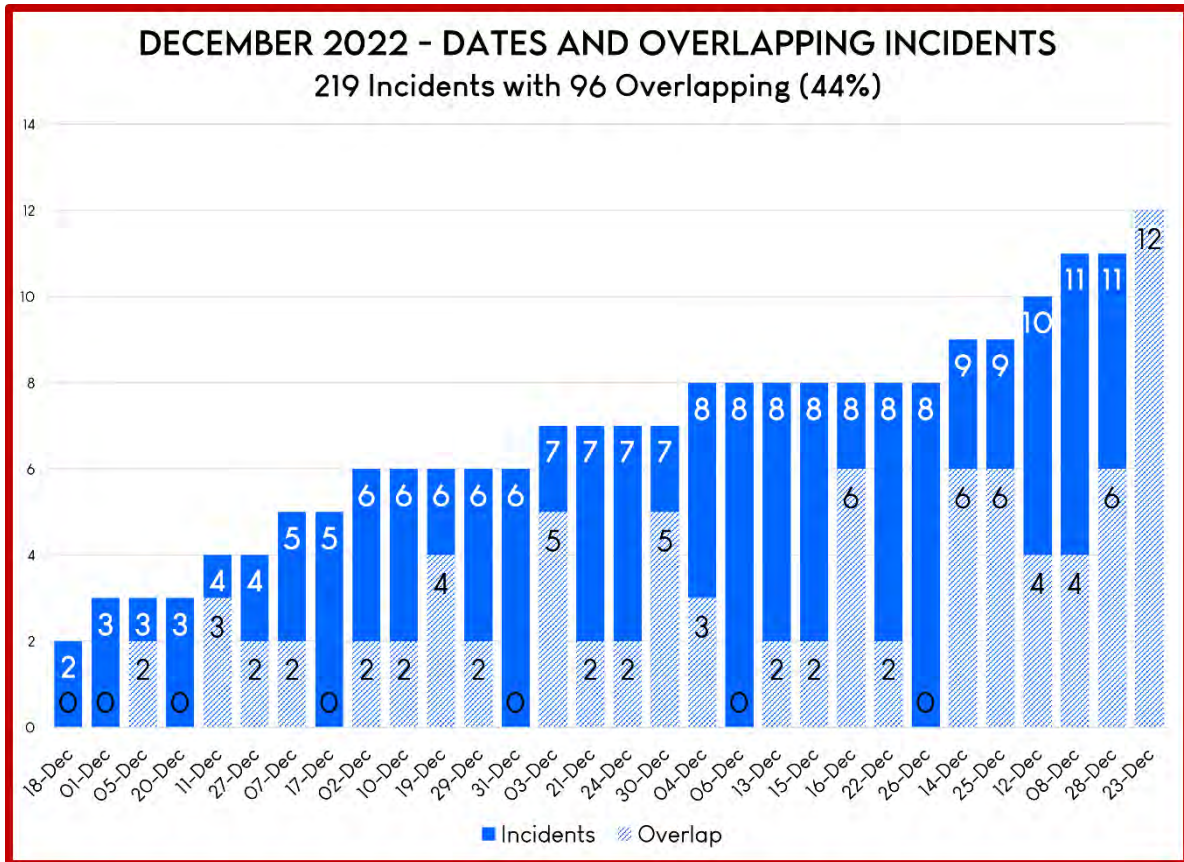
DECEMBER 2022 - 9 MOTOR VEHICLE ACCIDENTS

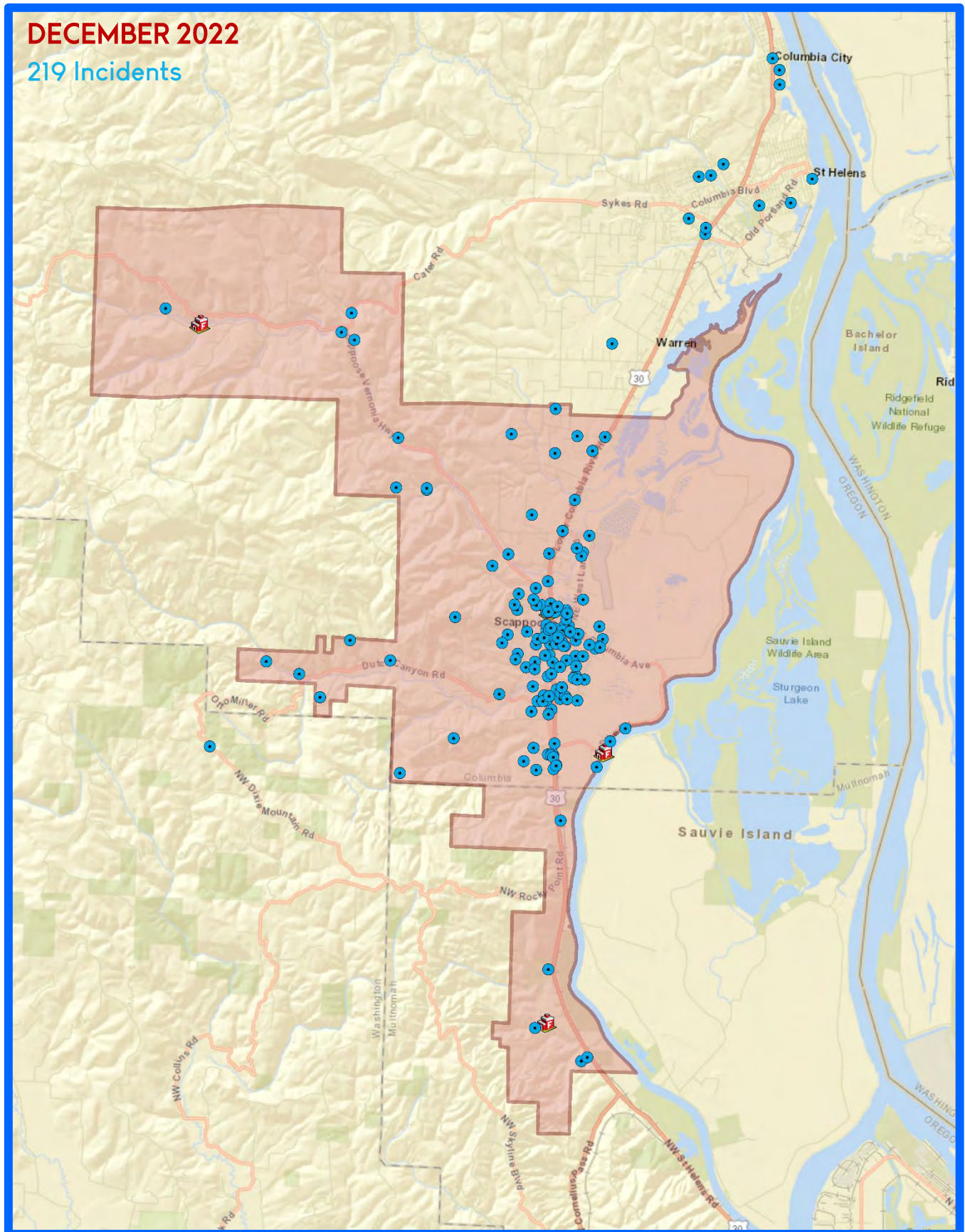


OPERATIONS









Monthly_Report schedule_6

Reported flights: 11
Total Air Time: 00:60:51
2022-12-01 to 2023-01-01

Flight #1	2022-12-28 16:30:48 Payload TRNG #9 Dec 28th, 2022	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 0.7 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761131,-122.879219 Above Sea Level (Feet): 53.4		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 50% Takeoff mAh: 3238 Takeoff Volts: 11.383	Landing Bat: 50% Landing mAh: 3238 Landing Volts: 11.383
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.07"N, 122° 52' 45.19"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 0.0 Max Gust: 0.0 Weather Summary: Overcast			

Flight #2	2022-12-28 16:30:22 Payload TRNG #8 Dec 28th, 2022	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 1.8 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761143,-122.879227 Above Sea Level (Feet): 53.5		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 50% Takeoff mAh: 3256 Takeoff Volts: 11.236	Landing Bat: 50% Landing mAh: 3240 Landing Volts: 11.365
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.11"N, 122° 52' 45.22"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 0.0 Max Gust: 0.0 Weather Summary: Overcast			

Flight #3	2022-12-28 16:25:54 Payload TRNG #7 Dec 28th, 2022	Air Time: 00:04:22 Total Mileage (Miles): 0	Max Altitude (Feet): 64.6 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761181,-122.879227 Above Sea Level (Feet): 53.4		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 73% Takeoff mAh: 4776 Takeoff Volts: 12.051	Landing Bat: 50% Landing mAh: 3262 Landing Volts: 11.097
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.25"N, 122° 52' 45.22"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 1.3 Max Gust: 1.5 Weather Summary: Overcast			

Flight #4	2022-12-28 16:21:51 Payload TRNG #6 Dec 28th, 2022	Air Time: 00:01:39 Total Mileage (Miles): 0	Max Altitude (Feet): 80.6 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761185,-122.879242 Above Sea Level (Feet): 53.2		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 82% Takeoff mAh: 5360 Takeoff Volts: 12.261	Landing Bat: 74% Landing mAh: 4850 Landing Volts: 11.541
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.26"N, 122° 52' 45.27"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 5.1 Max Gust: 5.7 Weather Summary: Overcast			

Flight #5	2022-12-28 16:17:24 Payload TRNG #5 Dec 28th, 2022	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 3.2 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761162,-122.879234 Above Sea Level (Feet): 53.5		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 83% Takeoff mAh: 5458 Takeoff Volts: 12.319	Landing Bat: 83% Landing mAh: 5458 Landing Volts: 12.319
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.18"N, 122° 52' 45.24"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 0.0 Max Gust: 0.0 Weather Summary: Overcast			

Flight #6	2022-12-28 16:16:17 Payload TRNG #4 Dec 28th, 2022	Air Time: 00:00:49 Total Mileage (Miles): 0	Max Altitude (Feet): 27.8 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761162,-122.879257 Above Sea Level (Feet): 53.1		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 87% Takeoff mAh: 5714 Takeoff Volts: 12.513	Landing Bat: 84% Landing mAh: 5504 Landing Volts: 11.843
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.18"N, 122° 52' 45.33"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 4.5 Max Gust: 5.4 Weather Summary: Overcast			

Flight #7	2022-12-28 16:16:11 Payload TRNG #3 Dec 28th, 2022	Air Time: 00:00:00 Total Mileage (Miles): 0	Max Altitude (Feet): 1.3 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761158,-122.879257 Above Sea Level (Feet): 53.1		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 87% Takeoff mAh: 5718 Takeoff Volts: 12.417	Landing Bat: 87% Landing mAh: 5716 Landing Volts: 12.485
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.17"N, 122° 52' 45.33"W Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 0.0 Max Gust: 0.0 Weather Summary: Overcast			

Flight #8	2022-12-28 16:10:49 Payload TRNG #2 Dec 28th, 2022	Air Time: 00:01:06 Total Mileage (Miles): 0	Max Altitude (Feet): 24.7 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761177,-122.879242 Above Sea Level (Feet): 53.3		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 93% Takeoff mAh: 6118 Takeoff Volts: 12.62	Landing Bat: 89% Landing mAh: 5842 Landing Volts: 11.992
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.24"N, 122° 52' 45.27"W Ground Weather Summary: Mostly Cloudy Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 0.0 Max Gust: 0.0			

Flight #9	2022-12-28 16:07:35 Payload TRNG #1 Dec 28th, 2022	Air Time: 00:00:56 Total Mileage (Miles): 0	Max Altitude (Feet): 27.5 Max Distance (Miles): 0
Takeoff Lat/Long: 45.761227,-122.879219 Above Sea Level (Feet): 53.8		Flight App: Explorer	
Battery Name: EVO2-0002		Takeoff Bat: 99% Takeoff mAh: 6480 Takeoff Volts: 12.745	Landing Bat: 94% Landing mAh: 6186 Landing Volts: 12.032
Takeoff Degrees/Minutes/Seconds: 45° 45' 40.42"N, 122° 52' 45.19"W Ground Weather Summary: Mostly Cloudy Photos: 0 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 4.4 Max Gust: 4.6			

Flight #10	2022-12-28 10:46:42 Scap. Ck. Map#2 Dec 28th, 2022	Air Time: 00:24:52 Total Mileage (Miles): 3	Max Altitude (Feet): 200.7 Max Distance (Miles): 0
Takeoff Lat/Long: 45.756847,-122.883530 Above Sea Level (Feet): 50.1		Flight App: Explorer	
Battery Name: EVO2-0003		Takeoff Bat: 95% Takeoff mAh: 6182 Takeoff Volts: 12.644	Landing Bat: 26% Landing mAh: 1686 Landing Volts: 10.8
Takeoff Degrees/Minutes/Seconds: 45° 45' 24.65"N, 122° 53' 0.71"W Photos: 337 Videos: 0 Drone Name: EVO_2_UR4WX Drone Type: EVO2 Avg Wind: 2.5 Max Gust: 11.2 Weather Summary: Overcast			

Flight #11	2022-12-28 10:09:55 Scap_Ck.Map#1 Dec 28th, 2022	Air Time: 00:27:07 Total Mileage (Miles): 3	Max Altitude (Feet): 189.5 Max Distance (Miles): 0
Takeoff Lat/Long: 45.756851,-122.883537 Above Sea Level (Feet): 50.1		Flight App: Explorer	
Battery Name: Bat-EVO2-004		Takeoff Bat: 96% Takeoff mAh: 6582 Takeoff Volts: 12.806	Landing Bat: 26% Landing mAh: 1772 Landing Volts: 11.003
Takeoff Degrees/Minutes/Seconds: 45° 45' 24.66"N, 122° 53' 0.73"W			
Photos: 395 Avg Wind: 4.4		Videos: 0 Max Gust: 8.6	Drone Name: EVO_2_UR4WX Weather Summary: Overcast
Item #12	Total	Air Time: 00:60:51 Total Mileage (Miles): 6	
Photos: 732		Videos: 0	

STAFF REPORTS

Fire Chief Report January

Meetings Attended

Date	Topic	Date	Topic
12/6/22	RDPO Program Committee	12/17/22	Share & Care
12/7/22	Mtg with Heath & Toler	12/19/22	Marketing MTG
12/7/22	Meet with City Manager Scappoose	12/19/22	Inspection MTG
12/7/22	Meeting about water supply	12/20/22	Commercial Inspection
12/8/22	Officers Meeting	12/20/22	Admin Team Meeting
12/8/22	Board Meeting	12/21/22	Marketing MTG
12/9/22	Meeting with Staff and Labor Group	12/21/22	OMIC Inspection
12/12/22	Fire Defense Board MTG	12/21/22	Pre-Application MTG
12/12/22	Payroll Process Mtg	12/21/22	Weather Meeting
12/13/22	First Arriving mtg with Clatskanie Fire	12/21/22	3 Month Skill test evaluation
12/13/22	Company Inspection Training	12/22/22	Meeting with CCSO
12/13/22	OSGP Mtg	12/22/22	Driveway Inspection
12/14/22	Company Inspection Training	12/22/22	Inspection Training
12/14/22	FAA Meeting	12/29/22	Fire Plan Consult

Hours Worked December: 190 Hours

On Call in December: 176 Hours

TOTAL HOURS: 366

Training

Assisted with Company Inspection Training

Projects

EMS Boundaries Multnomah County – *In Progress*

Draft Strategic Plan – *In Progress*

Fire Station Project ~ *In Progress*

OSFM HMEP Grant 2020 ~ *Completed*

OSFM HMEP Grant 2021 ~ *Awarded X2*

UASI Grant for UAS Training ~ *Working on an agreement to hire a contractor*

UASI Grant for UAS Detection for LEWG ~ *Finishing cost estimates with several vendors*

SHSGP ~ *Awarded*

SPIRE Grant ~ *Awarded (Equipment)*

OSFM Staffing Grant ~ *Awarded \$35,000 – process to use is in progress*

Senate Discretionary spending request ~ *Awarded*

2022 AFG Grants ~ *One Award, waiting on another*

Tender Project ~ *In progress*

Engine Project ~ *In Progress*

Fire Code Guide Update - *Tabled*

December 2022 seems to have been the month with the highest call volume that we can remember. With the holiday season and all of the community festivities that we participate in, the large community giving event that is run by our volunteers and staff made for a challenging month. With holidays, vacations, ice, and wind storms, I'm happy to share that you were incredible staff was able to cover our community despite all the challenges. It cannot be said enough how fortunate we are to have the dedicated, compassionate and community-oriented staff that makes up the Scappoose Fire district.

The administrative staff continues to exceed all expectations despite the continual Easter egg, finds, and curveballs with Medicare, GEMT and payroll. Please help me to continue to sing their praises as their efforts while not visible, Play a large role in the success of our organization.

In the next year, we will be working hard to stay on top of our policy manual to make sure it is as clear as possible for all our volunteers and staff. Additionally, we are getting closer to having a volunteer handbook that is being put together by remember outreach position.

As we head into the new year, one significant change that has occurred internally was the movement of staff on the various shifts. After lots of thought and debate with the chief officers, it was determined that the shifts needed to be balanced out. With the strong skill sets that we had amongst our staff, various talents, we needed a better balance. Please help me and thanking our staff for making these moves as this was what was best for the district.

In December, we were awarded reprogramming money from our DPO to complete our UAS program. Our goal will be to train 40 pilots throughout the region in two separate one-week classes. In addition, the law-enforcement work group asked us to help with one of their projects which we have started. This project will procure a device for drone detection.

Another grant we were awarded in December will allow us to hire a contractor to do a tabletop exercise to test the rail and hazmat emergency response plans. We will be partnering with Columbia County emergency management to deliver this much-needed exercise by September 2023.

Almost at the very end of the month we were notified by Senator Merkley's Office that the omnibus spending bill was signed into law. This sets in motion, a significant opportunity for our fire agency as we begin to build another community program. Staff will be working with the high school at PCC to set up a STEM/workforce development program for high school juniors and seniors. I have been in touch with a contact at FDNY, who has a similar program that they run in the inner city. Our discretionary funding request of just shy of \$200,000 will allow us to expose our high school students to various aspects of emergency services and get them trained up as FAA part 107 pilots.

Staffing seems to be stabilized however, there may be a couple of staffing challenges in the near future. We are aware of the challenges and working on various plans to make sure that all shifts are covered.

OPERATIONS REPORT

BK radio installation are almost complete. While this project took longer than anticipated, when we are finished, the extra time will be worth it as the install process has identified some areas where electrical and communication components have needed a bit of attention. Our vendor has been working very well to get us where we need to be. One of the additional components with this project is maintaining our in-vehicle repeaters. We are also, adding a couple more in vehicle repeaters to command vehicles, and eventually the new engine. This will allow us to have better radio coverage for our staff when we are working in remote areas.

With the increase of training in special operations, several new harnesses were purchased. We did not have enough for training and response personnel. The harnesses that were replaced were over 12 years old. The newer harnesses will be convertible, which will add for rescuer, comfort, and additional safety, in situations where rescuers may become inverted.

Next month, we will be bringing a purchase proposal to the board for a capital outlay expenditure to replace our outdated and nonservice able thermal imager's. This is a budgeted item; however, we are trying to obtain several quotes to get the best price for the district.

Additional progress was made with the fire station project. Plans have been updated and several back and forth with the architect or completed with respect to layout of a proposed training, tower and overall property usage. We are hoping to have a meeting scheduled with the city this month to go over floodplain issues and any other concerns, the city may have with future development of our property.

The water, tender and fire engine project are moving forward as scheduled. At our first meeting, a choice on paint color was made. We will keep the suspense going for what that color may be. There will be more information about this project next month.

Several hours or put into an Enterra upgrade that will help on large incidents and weather emergencies. This is all part of the REGIS work group we are a part of.

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: We are in the beginning stages of needing to obtain quotes to replace the roof. We are having the same leak problem as we did in Holbrook. We are having a contractor come out next week to tarp the roof until it can be replaced.

The boat House station: Nothing to report at this time. However, we are still planning on increasing the preventative maintenance for this facility.

Division Chief Marks January 2023

December Projects:

Duty Shifts Safety Program Wellness Program
CQI Program ASA Review HIPAA Review GEMT
NFPA Physical Planning

Drills / Activities / Meetings in December included

Admin Meetings Fire Defense Board
Protocol Development EMS Committee
FTEP Follow-up EMS Training
CCOM Radio Presentation Civil Service
Meet with New County Commissioner and EMS Chiefs

December brings Share and Care to the organization. While Chief Greisen, Linda and crew did most of the heavy lifting, staff assisted as we always do.

Working with training companies to find a provider for our staff with EMS courses such as ACLS and PALS and to renew CPR certifications. This has been a tough topic. The contractor for these courses is having staffing problems just like the rest of the workforce. We have dates scheduled and hopefully we can complete the courses.

Work on the QA/QI project continues. This process is slow, but improvements continue to be made.

Some of the EMS Chiefs in the county met with Kellie Jo Smith, the incoming County Commissioner. We all came away believing this was a very productive meeting. The future will tell. Hopefully she will be open to better communication in the future.

The contract for the updated station access control system has been signed and approved. I will be working with the contractor this month to get the installation scheduled.

I continue to work on the civil service project as directed. This process is long and detailed. A draft copy should be available in the next month or so.

NIFF Curio applied for a PPE grant through OHA. We were awarded that grant and received gloves, masks, gowns, and other PPE supplies. These items will help replace some of the items used during the pandemic.

My Time Worked in December 2022	237 hours
Call Time in December 2022 time)	63 Hours (call shifts minus office
Total Hours for December	300 Hours

Chief Bautista Report

January 2023

December Projects:

SRFD Fire Marshal Fee Schedule Proposal (In progress)

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

Update CCFiremarshal.com website (Pending)

Fire Investigation Arson Immunity Letter (Completed)

Oregon Fire Service Capacity Program Grant (Completed) - Applied for one FF/Paramedic FTE and Fire Inspector FTE

FM Global Fire Prevention Grant (Completed) - Applied for tuition for Marine Fire Investigation course

DPSST Fire Service Agency Accreditation (Completed)

Airport Private Hangar Self-Inspection Form (Completed)

DPSST Maintenance Re-Certification (Completed and Mailed)

2023 Training Calendar (In progress)

Fire Marshal Duties:

One (1) consult was conducted. One (1) special inspection was completed. Two (2) driveway inspections were completed, three (3) company inspections were completed, two (2) re-inspections were completed.

Maple Street fire investigation is still ongoing. A meeting with all stakeholders is going to be planned in January to review this fire investigation.

Company Inspections were conducted in December with a few initial businesses. This is a soft start to allow personnel to get comfortable with the inspection software and process. I have been working with each shift personally on these initial inspections and document any items to help improve this process. Feedback from businesses have been positive.

The Commission on Professional Credentialing (CPC) met on December 5th and voted to re-confer my "Fire Marshal" (FM) designation. Currently, there are only 231 Fire Marshals internationally with this designation.

I received notification from NFPA that I was appointed to the Airport Facilities committee as a Principal member representing enforcement. This is for NFPA 409, 415, and 423 standards. This has me involved in all NFPA standards related to airport facilities and operations. Also representing small agencies, which tend to be impacted by decisions made in these committees.

Training Duties:

Rope Rescue drill dates are scheduled January 3rd and January 4th at LBTC. Crux Rescue is facilitating the drills.

NFPA Apparatus Operator with Aerial Device course is tentatively planned in February 2023 with an outside instructor. Waiting for exact dates from instructor to schedule. We have approximately 6 career personnel that need this training and the course would be open to volunteers who are ready for this additional responsibility. Our goal is to have more qualified personnel so we can get our Tower out the door when it is needed.

Currently we have two volunteers that we are actively working towards completing their NFPA Firefighter 1 certification requirements. We have scheduled skills testing before the end of the year to have these members complete before the end of 2022. After this completion, our focus will be getting these personnel driver qualified if they are ready for this responsibility.

Probationary FFs Wenner and Hughes completed their 3-month firefighter skills exams. Good work by both FFs and their crews.

I want to take a moment to thank all our members for their hard work getting training completed in 2022. For 2022, a total of **61 new certifications** were issued to SRFD from DPSST.

December Meetings:

Date	Topic
12/1/22	Oregon Fire Chiefs Association Board Meeting
12/1/22	LatinX Collaboration Group Meeting
12/1/22	IAAI- OR Chapter Executive Board Meeting (McMinnville, OR)
12/5/22	Fire Investigation – 2 nd Street
12/6/22	Company Inspection - The Bread Place (C Shift)
12/8/22	Officer's Meeting
12/8/22	District Board Meeting
12/12/22	Fire Defense Board Meeting
12/12/22	Meeting with Private Fire Investigator – 2 nd Street Fire
12/12/22	Cascade Tissue - Toy and Food Pick Up
12/13/22	LCRTOA
12/14/22	Fire Service Agency Review - Gibbs RD Variance Request Review
12/14/22	Company Inspection – Thift Store (A Shift)
12/15/22	IAAI Portland District Meeting
12/19/22	SAVY Presentation (Virtual)
12/19/22	Driveway Inspection – Fir Avenue & Elder Avenue
12/20/22	LCRTOA – County Volunteer Academy Schedule Meeting
12/20/22	T & H Marine Re-Inspection

12/20/22	Admin Meeting
12/21/22	Brookdale Rose Valley Assisted Living – Special Inspection
12/21/22	Walk through at OMIC additive Bldg.
12/21/22	Pre-app Conference for Peak Performance Gym (old Sears building)
12/21/22	CCEM: Winter Weather Coordination Call
12/21/22	FF Wenner - 3 Month Skills Test
	Brookdale Rose Valley Assisted Living – Re-Inspection
12/22/22	Company Inspection @ Wauna Credit Union – B Shift
12/22/22	C43 & 4303 – TCO Inspection - 51687 EM Watts RD
12/22/22	CCEM: Winter Weather Coordination Call
12/28/22	Intterra Pre-Plan Review with B Shift
12/28/22	Pre-Plan Scappoose Wauna Credit Union
12/29/22	FF Hughes - 3 Month Skills Test

Chief Officer Development & Training:

Fire Investigation: Forensic Interviewing and Evidence R0780 (NFA) - 1/29/23 - 2/3/23

PER-292 Leadership & Management of Surface Transportation Incidents (Pueblo, CO) – 3/6/2023 to 3/10/2023

Total hours for December 2022: 160 hours, 10 Holiday hours (176 Duty Officer On-call hours, minus office hours)



December 2022 Finance Report

Revenue: In December, we received the second check of \$100,000 from the City of Scappoose. The total of the two grants (\$200,000) is now held in the Property Fund for the purchase of the new ambulance.

EMS Revenue totaled \$60,188.

Tax turnovers continued through mid-December with an additional \$264,649 deposited to the State Pool account.

Expenditures: Salary and benefits expenses for December were \$344,516, while operating expenses totaled \$68,003.

December cash payments to note were the \$23,582 to Oregon Health Authority for Jan. 1 – June 30 GEMT fees. Of this amount, \$3,930 is administrative fees. In return, SRFD is expected to receive a minimum of \$40,000 in CCO GEMT payments for the first half of 2022.

Other notable expenses this month included a consulting fee payment to Merina+Co. for \$9,094 for October and November services, IT expenses of \$15,962 which included the purchase of a laptop for the administration office, and \$15,310 for equipment maintenance. VISA payments equaled \$4559.

2021-2022 Audit: Our request for an extension was filed and granted, making March 31, 2023, the deadline for this audit.

Merchant Service Fees:

In July 2022 I was tasked with finding a new Point of Sale machine. The purpose was two-fold. Our machine was old and failing, and Elavon Services, the payment processor for the machine announced rate hikes which were to take effect May 2022.

We purchased a new POS machine and began using it for credit/debit card sales in mid-July. We also made the decision to have EMS check payments mailed to the station, rather than use a POS machine at a cost savings of 3.5-4.2% of each purchase.

This move has saved the district approximately \$2200 during the last 5 months of 2022.

Share & Care: 157 families and 345 children were served. 75 applicants were first-time applicants.

Current projects: Continued work with WHA on finding a private insurance provider for Oregon Paid Family Medical Leave, assisting with Medicare Portal updates, audit completion, and working with the forensic accountants in payroll review from 2020-2022. Work on the 2023-2024 budget will begin in January.

Submitted by Maria Heath

OLD BUSINESS

COMITTEE REPORTS

NEW BUSINESS

2023-2024 BUDGET CALENDAR

January 12, 2023	7:00 PM	Board Meeting Appoint Budget Officer Approve Budget Calendar Major Budget Item Discussion
February 9, 2023	7:00 PM	Major Budget Item Discussion
March 9, 2023	7:00 PM	Board Meeting Major Budget Item Discussion
April 13, 2023		1 st Notice of Budget Committee Meeting Notice on website www.srfd.us
April 13, 2023	7:00 PM	Board Meeting Final Direction on Major Budget Items
April 21, 2023		2 nd Notice of Budget Committee Meeting Published in Spotlight
May 11, 2023	7:00 PM	Budget Committee Meeting Board Meeting follows
May 25, 2023		Notice of Budget Hearing Published in the Spotlight
June 8, 2023	7:00 PM	Budget Hearing Budget Meeting follows with Budget Adoption, Appropriation, and Tax Imposition
July 15, 2023		Deadline for Budget Documents delivered to County Assessors



MEMORANDUM

TO: Scappoose Fire District Board Members

FROM: Karleigh Booth, Executive Assistant

SUBJECT: SDAO Workers' Compensation Consent

DATE: December 29, 2022

Requested Action: Scappoose Board members to give consent to Chief Pricher to investigate workers' compensation group rates.

Purpose: SDAO is looking into a partnership with SAIF to determine if a product for SDAO members could be created. If created, SDAO members could get a discounted group rate for workers' compensation premiums. This new group rate could potentially save the district money on insurance. Additionally, there is no cost to explore this group rate, and no obligation to participate in the new group rate if it does not benefit the district.

Impact: If approved, the fire district may experience financial savings regarding workers' compensation premiums.

Contact Person(s): Karleigh Booth, Maria Heath

Recommendations / Options:

- 1) Grant consent to investigate workers' compensation group rates.
- 2) Deny consent.
- 3) Do nothing.

Conclusion: Investigating a new group rate for workers' compensation premiums could potentially save the district money on insurance. There is no cost to explore a group rate through SDAO, and there is no requirement to choose a new group rate if it is not lucrative for the district.

December 16, 2022

URGENT: Formation of a Group Workers' Compensation Program and Potential Insurance Discount

Dear SDAO Member:

If your district does not have workers' compensation coverage because you have no employees in Oregon, please disregard this letter. Special Districts Association of Oregon (SDAO) is currently exploring the viability of a group workers' compensation discount program for the SDAO members as part of our partnership with SAIF that will become effective July 1, 2023.

There are no guarantees, but if approved, the group discount could save SDAO members who become part of the group money on their workers' compensation premiums. However, **we can't qualify without your help.** To move forward, we need at least 60% of all SDAO members to sign the attached Consent to Group Rate Form. **Please don't delay. Signing the form does not obligate your district to anything and should not require board action.**

These programs, allowed under and directed by Oregon Statute and Administrative rule, are created through a partnership between an "organization" (association) and a workers' compensation carrier. SDAO is interested in exploring a partnership with SAIF (an Oregon insurer) for the purposes of determining if a competitive product for eligible SDAO members can be created.

Under Oregon insurance regulations, all groups must "earn" group discounts by virtue of their collective premium and claim experience as individual policyholders. This means that the SDAO members must agree to pool their past individual workers' compensation experience data to determine if a discount can be earned by the "organization". **This pooling of data is only used for the express purpose of calculating any available discounting of premiums; it does not affect your individual experience modifier, workers' compensation coverage with your current carrier, nor does it obligate you to participate in the SDAO group program.**

All information collected will be treated in confidence. Even if you agree to allow your experience to be pooled with other SDAO members, you may still place your coverage with another carrier or plan.

Attached you will find a Consent to Group Rate Form that must be completed and returned to the SDAO offices no later than January 31, 2023. The form will allow SAIF to determine if a discount can be calculated and subsequently offered to eligible SDAO members.

If you have any questions, please contact us at underwriting@sdao.com or 800-285-5461 and ask for Underwriting.

Sincerely,



Frank Stratton
Executive Director

CONSENT TO GROUP RATE FORM
Special Districts Association of Oregon (SDAO)

DISTRICT NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

This consent form allows SAIF Corporation to obtain and use your firm's experience rating information for the purpose of determining a group experience rating for the organization members if they choose to participate in a group insurance plan. The information we are requesting is contained on your Experience Rating Worksheet.

Your consent to allow use of your firm's information does not require you to participate in the organization's group insurance plan. You may still select the most competitive insurance plan or carrier available. If you participate in the organization's group insurance experience rating plan, the premium you must pay for this insurance will be determined in part by the consolidated experience of all members of the group.

Consent will allow your workers' compensation payroll, loss, and experience rating modification information to be consolidated with other consenting organization members to promulgate a group experience rating modification factor to be applied in addition to individual experience ratings for participating organization members. The experience used in the calculation consists of organization members' payroll and loss data which is contained in full within a four year less one day period ending one year prior to the effective date of the group experience rating.

By your signature below, you are verifying you are a member of the organization, are agreeing to allow SAIF Corporation to obtain a copy of your Experience Rating Worksheets, and are allowing your experience rating information contained therein to be combined with other consenting organization members for the purpose of calculating group experience rating.

Please sign and return this form to underwriting@sdao.com by January 31, 2023. You may also mail to PO Box 12613, Salem OR 97309 or fax to 503-371-4781.

NAME: _____
(Print or Type) (Title)

Signature: _____
(Authorized District Representative) (Date)

MISCELLANEOUS

COMMUNICATIONS