

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, August 9, 2018, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from July, 2018 meeting
 - B. Bills to be approved August 9, 2018
 - C. Budget vs. Actual a/o July 31, 2018
- IV. CHIEFS' REPORTS
 - A. Chiefs' Reports & Meeting Minutes
 - B. Miscellaneous
- V. OLD BUSINESS
 - A. Awards & Incentives Committee – LOSAP program for volunteers
 - B. Management Team Committee
 - C. Planning Committee
 - D. Oversight Committee
 - E. Committee Assignments by Board President
- VI. NEW BUSINESS –
 - A. Engstrom Employment Contract
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

8/09/2018

Opening of meeting

I open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, August 9, 2018 at 7:00 PM at the Scappoose Fire Station. Please stand for the flag salute.

CONSENT AGENDA – A motion is required to approve the consent agenda.

President – I entertain a motion to approve the consent agenda. A board member will say “so Moved” someone will need to 2nd.

Or

Board member will say “I move to approve the consent agenda, will need a 2nd from another board member.

President will open for discussion

CHIEFS’ REPORTS & MEETING MINUTES

In Dropbox

Miscellaneous -

OLD BUSINESS

Awards & Incentives Committee – LOSAP program for volunteers

Management Team Committee – meets before board meeting

Planning Committee –

Oversight Committee -

Committee Assignments by Board President

NEW BUSINESS –

Engstrom employment contract – in Dropbox (Not in Board packet)

President – I entertain a motion to approve the employment contract with Cheryl Engstrom. A board member will say “so Moved” another board member will 2nd.

Or

Board member “I move to approve the employment contract with Cheryl Engstrom” with a 2nd from another board member.

President will open for discussion

Good of the Order –

Scappoose Rural Fire District
Itemized Account Activity
July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
7/27/2018	Nationwide Retireme...	Emplyr deposits	450.00
7/27/2018	HRA VEBA Trust	HRA VEBA Trust for health care	2,300.00
7/31/2018	Paychex - tax	ER Work Benefit	70.55
7/31/2018	Paychex Payroll	Flex spend health ins cashout	13,298.05
8/9/2018	Special Districts Insur...	9-2018 HealthIns	21,464.40
8/9/2018	Standard Insurance	Aug/Sep Life & LTD Insurance	1,284.75
Total 550 Insurance			38,867.75
560 Personnel Salaries			
7/17/2018	American General Lif...	Insurance Premium	59.85
7/27/2018	Oregon Dept. of Justice	PR deduction	854.40
7/27/2018	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
7/27/2018	Principal Financial Gr...	Life Ins policy 4807350 - Heuer	109.99
7/27/2018	Nationwide Retireme...	Employee payroll deposit	1,887.00
7/27/2018	Voya-State of Oregon...	Oregon Savings & Growth Plan	8,862.48
7/27/2018	Foresters Investor Se...	457P retirement deduction	3,450.00
7/27/2018	Transamerica Life Ins...	Employee Life #42462357 - Ahlers	93.81
7/31/2018	Paychex - tax	Employee taxes withheld	44,753.25
7/31/2018	Paychex Payroll	Deferred compensation	2,780.00
7/31/2018	Paychex Payroll	FLSA OT	2,151.78
7/31/2018	Paychex Payroll	FF incentives	1,360.00
7/31/2018	Paychex Payroll	Longevity	635.00
7/31/2018	Paychex Payroll	Phone Pay	150.00
7/31/2018	Paychex Payroll	Shift differential	87.10
7/31/2018	Paychex Payroll	Overtime	24,591.21
7/31/2018	Paychex Payroll	Balance of net pay	61,764.98
7/31/2018	Paychex Check	employee PR check	763.46
7/31/2018	Paychex Check	employee PR check	957.40
7/31/2018	Paychex Check	employee PR check	1,221.81
8/7/2018	COSTCO Wholesale	10 employee memberships	600.00
8/9/2018	Pacific Athletic Club	Employee PR deduction	5.00
8/9/2018	S.H.C.F.C.U.	11 \$35 PR deductions	385.00
8/9/2018	S.H.C.F.C.U.	2 chiefs \$30 PR deduction	60.00
8/9/2018	S.H.C.F.C.U.	2 parttime lunch contribs	50.00
8/9/2018	Tualatin Valley Fire Fi...	2018 union dues from PR deductio...	1,317.01
8/9/2018	Principal Financial Gr...	Life Ins policy 4807353 - Nielson	205.21
8/9/2018	P.E.R.S.	Employee 6% IAP plus unit contrib...	10,797.91
8/9/2018	Special Districts Insur...	Sec 125 employee contrib	1,366.32
8/9/2018	Standard Insurance	Aug STD PR deductions	481.50
Total 560 Personnel Salaries			172,018.91

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
570 SocSec/Medicare(FICA)			
7/31/2018	Paychex - tax	Emplyr FICA	13,866.65
Total 570 SocSec/Medicare(FICA)			13,866.65
580 Volunteer Services			
7/27/2018	Bernier, Kyle	120 miles @ \$0.545	65.40
7/27/2018	Cates, K.C.	reimb for Danner boots	273.75
7/27/2018	Kirk, Thomas	mileage for June, 2018	67.58
7/27/2018	Meres, Angie	112 mi @ \$0.545/mile	61.04
8/1/2018	Dairy Queen	Dilly bars for volunteer drill nite	43.14
8/9/2018	Carlton, Randy	May, June & July childcare	520.00
8/9/2018	Meres, Angie	324 mi @ \$0.545/mile	176.58
8/9/2018	Booth, Shelly	allowance for fair/rodeo/STP per di...	100.00
Total 580 Volunteer Services			1,307.49
590 Personnel Benefits			
7/27/2018	Occup.Safety Health ...	50 2018-19 post exposure access ...	1,000.00
7/27/2018	State of Oregon - Em...	unemploymt for Red Flag employee	6.12
8/9/2018	Anytime Fitness	Sep Fitness dues-J.Salisbury	33.00
8/9/2018	Pacific Athletic Club	Sep 2018 dues; Marks	40.00
8/9/2018	P.E.R.S.	Employer PERS	37,565.93
8/9/2018	Oregon Occupational ...	physical L.Gandara	167.00
Total 590 Personnel Benefits			38,812.05
Total 1.1 GENERAL FUND PERSONNEL SVCS			264,872.85
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
8/9/2018	CRFR	July 2018-VolCoord 50% share	4,195.25
8/9/2018	Ritchie, Christopher	physician advisor	691.67
Total 670 Contract Services			4,886.92
680 Communications Maintenance			
7/27/2018	Complete Wireless S...	S & H for warranty work	20.00
7/27/2018	Day Wireless Systems	public safety coverage testing(Fre...	800.00
8/9/2018	Communications Nort...	15 G1 Voice Pagers w/ chargers	5,332.50
8/9/2018	Communications Nort...	G1 Charger Amplifier	116.10
8/9/2018	Motorola Solutions, Inc.	20 NIMH 1700T Batteries	1,080.00
Total 680 Communications Maintenance			7,348.60
720 Public Fire Services			
7/16/2018	NW Concession Supply	2 cs popcorn kits (24 per cs)	90.00
8/7/2018	Avenza Map Pro	4 maps	411.84
Total 720 Public Fire Services			501.84

08/08/18

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
740 Uniforms			
8/9/2018	Northwest Apparel	12 hats	144.00
8/9/2018	Northwest Apparel	2 tshirts (Kriek)	34.00
8/9/2018	Northwest Apparel	4 names(Kriek & Oberbarnscheidt)	8.00
8/9/2018	Northwest Apparel	2 zip sweatshirts(Laney & Stewart)	90.00
8/9/2018	Northwest Apparel	2 support tshirts(Jan & Kristen)	24.00
8/9/2018	Curtis	2 pr Nvy Blu Nomex FF pants(Krie...	218.16
Total 740 Uniforms			518.16
750 Maintenance on Equipment			
7/18/2018	Fred Meyer	Prepaid conflag Visa	505.95
7/18/2018	76 Gas Station	Substation conflag fuel	34.13
7/18/2018	76 Gas Station	Substation conflag fuel	16.15
7/22/2018	Amazon	1 Turbo Battery Chgr (AP3203)	209.00
7/23/2018	Amazon	Avery dbl wired shipping tags	43.11
7/25/2018	Amazon	12" tablet mount(RAM-HOL-UN11U)	72.99
7/26/2018	Interstate Batteries	3 31-AGM7 batteries	197.83
7/26/2018	Interstate Batteries	1 31-ECL battery	28.44
7/26/2018	Interstate Batteries	1 31-MHD battery	30.57
7/26/2018	Interstate Batteries	1 SP-35 battery	11.42
7/27/2018	Interstate Batteries	3 31-AGM7 batteries	546.02
7/27/2018	Interstate Batteries	1 31-ECL battery	78.51
7/27/2018	Interstate Batteries	1 31-MHD battery	84.38
7/27/2018	Interstate Batteries	1 SP-35 battery	31.53
7/27/2018	Interstate Batteries	2 MT7-34 batteries (AP 96-266)	407.90
7/27/2018	Interstate Batteries	2 MT7-750T batteries (AP 3407)	403.90
7/27/2018	Sunset Auto Parts	turn signal for '95 Chevy C1500 pi...	124.03
7/27/2018	Sunset Auto Parts	battery cable terminal AP 96-266	7.33
7/27/2018	Sunset Auto Parts	4 battery post terminals AP 96-266	38.36
7/27/2018	Sunset Auto Parts	radiator cap - AP 3407	5.99
7/27/2018	Wilcox & Flegel	250 gal. unleaded fuel	801.76
7/27/2018	Wilcox & Flegel	250.1 gal diesel fuel	593.47
7/27/2018	Nielson, Scott	reimb fuel receipts - Substation co...	40.65
7/30/2018	Fred Meyer	Prepaid conflag Visa	505.95
7/31/2018	Love's Travel Center	Roseburg conflag fuel	125.00
7/31/2018	Love's Travel Center	Roseburg conflag fuel	70.75
7/31/2018	Love's Travel Center	Roseburg conflag fuel	70.98
7/31/2018	Gas Station	Ukiah conflag fuel	65.05
7/31/2018	Gas Station	Ukiah conflag fuel	55.75
8/4/2018	Chevron	8.97 gal @3.899/gal	35.01
8/7/2018	Grumpy's Towing	B436 auxiliary battery	310.00
8/9/2018	Wilcox & Flegel	92 gal conflag fuel	345.59
8/9/2018	Fast Lube and Oil	Oil change; 4301's GMC Pickup	89.85
8/9/2018	O'Reilly Auto Parts	4 marker lights	19.76
8/9/2018	Sunset Auto Parts	6 right angle plugs	7.44

08/08/18

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
8/9/2018	Sunset Auto Parts	6 LED signal stats	214.08
8/9/2018	Sunset Auto Parts	radiator cap	7.99
8/9/2018	Sunset Auto Parts	radiator cap	5.69
8/9/2018	Sunset Auto Parts	gas cap	4.99
8/9/2018	Sunset Auto Parts	8 LED signal stats	285.44
8/9/2018	Sunset Auto Parts	6 steel brackets w/ flange	19.92
8/9/2018	Sunset Auto Parts	misc equipment supplies	31.15
8/9/2018	Sunset Auto Parts	antifreeze	43.74
8/9/2018	Sunset Auto Parts	heater hose connector	11.62
8/9/2018	Sunset Auto Parts	air filter pro select	12.04
8/9/2018	Ace Hardware - Scap...	7 pkgs Dura 9V batteries	67.13
8/9/2018	Sunset Auto Parts	3 NAPA Gold air filters	145.75
8/9/2018	Sunset Auto Parts	1 oil & 1 fuel filter	31.98
8/9/2018	Sunset Auto Parts	2 gal Dexcool	23.86
8/9/2018	Sunset Auto Parts	antifreeze & windshield wash	10.25
Total 750 Maintenance on Equipment			6,930.18

760 Administration

7/14/2018		Bank service Charge	14.95
7/15/2018	Scappoose Bagel	CRFR lunch for coverage	16.10
7/20/2018	Amazon	wall mt acrylic sign holder	28.86
7/23/2018	BiMart	conflag trailer supplies	94.60
7/23/2018	Fred Meyer	conflag trailer supplies	71.92
7/27/2018	Pizza Vendor	safety meeting	113.40
7/30/2018	Home Depot	4 5-gal buckets	15.16
7/31/2018	Paychex Invoice	July reg PR svcs	179.55
7/31/2018	Amazon	500 plastic sheet protectors 3-hole...	35.99
7/31/2018	U.S. Postal Service	ship insured pkg	22.25
8/4/2018	Black Bear Diner	Conflag travel dinner	110.00
8/4/2018	The Lodge	CA conflag lodging	104.50
8/4/2018	The Lodge	CA conflag lodging	104.50
8/4/2018	The Lodge	CA conflag lodging	104.50
8/4/2018	The Lodge	CA conflag lodging	104.50
8/7/2018	COSTCO Wholesale	District membership	60.00
8/9/2018	Pacific Office Automa...	monthly maint	39.60
8/9/2018	O.F.S.O.A.	2018-19 dues; Booth,Engstrom,Sa...	120.00
8/9/2018	Anderson, Robert	net Mendocino Conflag per diem	110.00
8/9/2018	Marks, Joshua	net Mendocino Conflag per diem	110.00
8/9/2018	Hickman, Whitney	net Mendocino conflag per diem	110.00
8/9/2018	Maruska, Ron	net Mendocino Conflag per diem	110.00
8/9/2018	Wilson, Anthony	net Mendocino Conflag per diem	110.00
8/9/2018	Booth, Shelly	reimb petty cash to \$300 bal for mi...	224.77
8/9/2018	misprinted check	VOID:	0.00
8/9/2018	misprinted check	VOID:	0.00

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
Total 760 Administration			2,115.15
765 Information Technology			
7/27/2018	AVG Technologies U...	3 yr anti-virus for 20 computers	833.45
7/27/2018	Maller, Dave	server maint/AV updates/security	675.00
7/27/2018	Maller, Dave	disk space issue for Enstrom	65.00
7/27/2018	Maller, Dave	update network connection	195.00
7/27/2018	Maller, Dave	AV client upgrades	130.00
7/27/2018	AT&T Mobility	June wireless charge	344.38
7/27/2018	City of Portland	800 MHz access	107.61
8/2/2018	Apple iTunes	iCloud storage plan	2.99
8/2/2018	Wix.Com	website domain name	14.95
8/9/2018	PEAK Internet	Chapman&Scappoose internet	76.88
8/9/2018	EMS Technology Sol...	24 fleet mgmt licenses	120.00
8/9/2018	AVG Technologies U...	3 yr anti-virus for 20 computers	833.45
8/9/2018	TriZetto Provider Solu...	Aug fees for EMS billing	101.00
8/9/2018	Comcast	internet	239.85
8/9/2018	Daston Corporation	50 Google Apps	2,500.00
8/9/2018	Daston Corporation	16 Google Vault	800.00
8/9/2018	Daston Corporation	200GB Drive Storage License	170.00
Total 765 Information Technology			7,209.56
775 Emerg. Operating Supplies			
7/16/2018	Grocery Outlet	water & ice	133.60
7/17/2018	Fred Meyer	logistics vehicle supplies	43.23
7/20/2018	BiMart	Mobilization-4 folding arm chairs	67.52
7/26/2018	Fred Meyer	gatorade for logistics	153.16
7/27/2018	Kriek, Justin	pkg Duracell D & 2 pkg C batteries	47.97
7/27/2018	Curtis	4 nozzles-1.5NH X 7/8" orifice strai...	223.96
7/27/2018	SeaWestern Fire App...	2 ICM 2000 Plus refurbished	702.15
7/31/2018	Home Depot	conflag supplies	346.22
8/5/2018	Amazon	Bullard Wildland helmet(24605)	58.95
8/5/2018	Amazon	CoaxsherCX Urban Inter Vent Pant	185.00
8/5/2018	Amazon	shipping	16.98
8/6/2018	Amazon	5 Boston leather turnout susp (9175)	276.50
8/9/2018	SeaWestern Fire App...	2 ICM 2000 Plus refurbished	702.15
Total 775 Emerg. Operating Supplies			2,957.39
780 Building & Grounds Maint.			
7/24/2018	BiMart	2 4-shelf bay storage shelves	299.94
7/24/2018	Fred Meyer	Underdesk file cabinet	89.99
7/27/2018	Digital Graphiti Printin...	tint 2 bay windows for turnout dryer	300.00
7/27/2018	Heller Enterprises Inc.	lazy Susan bearing	70.00
7/27/2018	Beaver Bark	1 yds debris removal	15.00
7/27/2018	Sunset Auto Parts	LED bulbs & 8 blstr pk miniatures	55.15

08/08/18

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
7/27/2018	Sunset Auto Parts	8 battery post terminals	131.81
8/9/2018	McCoy Electric Co., Inc.	2nd project billing	2,684.25
8/9/2018	Paramount Pest Cont...	Chapman Station pest control	65.00
8/9/2018	Point Monitor	annual fire alarm test	717.75
8/9/2018	Point Monitor	online report fee	25.00
Total 780 Building & Grounds Maint.			4,453.89
790 Training			
7/25/2018	National Emergency ...	6 day meal ticket @ NFA	167.86
7/30/2018	MOD Pizza	Marks lunch mtg	51.89
8/9/2018	S.H.C.F.C.U.	1 intern	30.00
Total 790 Training			249.75
810 Utilities			
7/27/2018	City of Scappoose	water and sewer bill	279.77
7/27/2018	CenturyLink	station landlines	454.43
7/27/2018	CenturyLink	acct# 503-621-9546 132R	56.94
7/27/2018	N.W. Natural Gas	Acct 447881-4	34.96
8/9/2018	P.G.E.	electricity for Holbrook station	45.39
8/9/2018	CRPUD	boathouse electricity	33.22
8/9/2018	CRPUD	main station electricity	840.92
8/9/2018	Comcast	cable tv	32.22
8/9/2018	Waste Management ...	Garbage/Recycling	123.73
8/9/2018	Waste Management ...	4th of July extra pickup	27.27
Total 810 Utilities			1,928.85
870 EMS Operations			
7/27/2018	Bound Tree Corp.	3 bx sodium bicarbonate(10/bx)	42.87
7/27/2018	Bound Tree Corp.	1 cs intake filters(ventilator)-10/cs	58.99
7/27/2018	Bound Tree Corp.	10 pk epinephrine (10/pk)	94.90
7/27/2018	Bound Tree Corp.	1 cs supraglottic airway kits (5/cs)	37.79
7/27/2018	Environmental Compli...	2 biohazard containers	75.00
7/27/2018	Life-Assist, Inc.	UltraSet Straightset	272.71
7/27/2018	Life-Assist, Inc.	10 PerformaTrak Oro-Nasal Mask...	448.80
7/27/2018	Life-Assist, Inc.	6 PerformaTrak Masks w/Strap Med	269.28
8/9/2018	EMS Technology Sol...	5 inventory & asset mgmt licenses	150.00
8/9/2018	Bound Tree Corp.	25 bx quelicin (25/bx)	862.25
8/9/2018	Bound Tree Corp.	2 bx Ondansetron	69.98
8/9/2018	Physio Control, Inc.	LifePak-15 carry pouch	277.95
8/9/2018	Physio Control, Inc.	Battery, Lith, 3V, Coin	10.20
8/9/2018	Physio Control, Inc.	Labor on 2 LP12s	310.00
8/9/2018	Physio Control, Inc.	travel charge	310.00
Total 870 EMS Operations			3,290.72

880 FireMed

4:34 PM

08/08/18

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

July 13 through August 9, 2018

Date	Source Name	Memo	Paid Amou...
8/6/2018	DocuMart Printing & ...	500 Firemed cards	0.03
8/6/2018	DocuMart Printing & ...	credit from prior overpmt	-0.03
8/9/2018	DocuMart Printing & ...	500 Firemed cards	305.26
Total 880 FireMed			305.26
Total 1.2 GENERAL FUND MATERIAL & SVC			42,696.27
Total 1...			307,569.12
Total 1..GENERAL FUND EXPENDITURES			307,569.12
TOTAL			307,569.12

08/02/18
Accrual Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2018

	Jul 18	Budget	\$ Over B...	% of...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	0	150,000	-150,000	0%
EMS Receipts	57,394	670,000	-612,606	9%
Fire Marshal	0	25,000	-25,000	0%
FireMed	330	39,300	-38,970	1%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	4,250	0	4,250	100%
Interest Earned on Investments	2,816	28,500	-25,684	10%
Intergovernmental	8,465	100,645	-92,181	8%
Miscellaneous Revenue	54	25,000	-24,946	0%
Property Taxes				
Taxes - Current	0	2,879,713	-2,879,713	0%
Taxes - Prior Years	11,218	92,000	-80,782	12%
Total Property Taxes	11,218	2,971,713	-2,960,495	0%
Total 1. GENERAL FUND REVENUES	1,762,133	5,680,568	-3,918,435	31%
2. GRANT FUND REVENUE				
Grant Award	112,950			
Total 2. GRANT FUND REVENUE	112,950	0	112,950	100%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	144,313	144,246	67	100%
Interest Earned on Investments	263	2,500	-2,237	11%
Transfers In	0	189,487	-189,487	0%
Total 3. PROPERTY FUND REVENUES	144,576	336,233	-191,657	43%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	381	3,510	-3,129	11%
Total 4. PERSONNEL SVCS FUND REVEN	209,233	212,534	-3,301	98%
Total Income	2,228,891	6,229,335	-4,000,444	36%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	72,686	588,420	-515,734	12%
560 Personnel Salaries	169,865	2,218,355	-2,048,490	8%
570 SocSec/Medicare(FICA)	13,867	167,130	-153,263	8%
580 Volunteer Services	680	78,000	-77,320	1%
590 Personnel Benefits	33,760	560,757	-526,997	6%
Total 1.1 GENERAL FUND PERSONNEL...	290,858	3,612,662	-3,321,804	8%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	4,677	113,843	-109,166	4%
680 Communications Maintenance	989	20,000	-19,011	5%
720 Public Education	90	14,800	-14,710	1%
730 Property & Liability Insur.	0	51,985	-51,985	0%
740 Uniforms	530	20,000	-19,470	3%
750 Maintenance on Equipment	11,568	143,500	-131,932	8%
760 Administration	1,467	56,120	-54,653	3%
765 Information Technology	4,126	69,900	-65,774	6%
770 Operating Materials/Suppli	714	5,000	-4,286	14%
775 Emerg. Operating Supplies	2,050	65,000	-62,950	3%
780 Building & Grounds Maint.	4,563	125,731	-121,168	4%

08/02/18
Accrual Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2018

	Jul 18	Budget	\$ Over B...	% of...
790 Training	1,127	85,000	-83,873	1%
810 Utilities	1,347	37,600	-36,253	4%
870 EMS Operations	4,886	90,000	-85,114	5%
880 FireMed	585	20,000	-19,415	3%
Total 1.2 GENERAL FUND MATERIAL &...	38,719	918,479	-879,760	4%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	0	109,940	-109,940	0%
Total 1.3 GENERAL FUND CAPITL OUT...	0	109,940	-109,940	0%
Total 1...	329,577	4,641,081	-4,311,504	7%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	0	189,487	-189,487	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	189,487	-189,487	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	329,577	5,680,568	-5,350,991	6%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	100,000	-100,000	0%
Fire Apparatus & Equipment	0	196,233	-196,233	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	0	336,233	-336,233	0%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	207,534	-207,534	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	212,534	-212,534	0%
Total Expense	329,577	6,229,335	-5,899,758	5%
Net Income	<u>1,899,314</u>	<u>0</u>	<u>1,899,314</u>	<u>100%</u>

Fire Chief Report July 2018

As you are aware, we sent a Columbia County task force to the Substation Fire near The Dalles, and then to the Mendocino Complex fire near Ukiah in California. The state of Oregon called back the task forces from California due to the increased fire threats in Oregon. Chief O'Connor, Chief Coombs, Chief Pricher, Captain Gorsuch, and Lt Nielson are on different incident management teams and have been sent to several fires over the last two months.

I am still meeting with members of both districts gathering information on what is working and not working with the intergovernmental agreement. We are getting ready to hire Paramedics only personnel for both districts shortly. CRFR has hired a mechanic to replace Duane Jordon who will be moving to Idaho in September.

Meetings & Training:

07/02 SRFD officers' mtg.	07/04 Scap Vol Pancake Feed
07/05 Personnel mtg	07/05 Scap School Superintendent mtg.
07/09 Attorney mtg	07/10 Col Co fire investigation mtg.
07/10 LEPC mtg.	07/10 CRFR Board mtg.
07/11 Col Co traffic safety mtg.	07/11 SRFD board member mtg.
07/12 Instruct first aid class for ODF	07/12 SRFD board mtg.
07/17 Civil Service mtg	07/18 Col Co Fire Defense mtg.
07/18 Col Co Firefighters Assoc. mtg.	07/19 Chiefs' mtg.
07/20 Inspect Grace Lutheran Church	07/23 Inspect Multnomah bldg St Helens
07/23 Re-inspect Grace Lutheran church	07/31 911 Advisory mtg.
07/16-20 Duty officer	07/24-30 vacation

Upcoming Events:

August 11th Citizen Day in the Park – St Helens McCormick Park
August 18th Wings & Wheels at the Scappoose Airport
August 24-25 Hood to Coast Relay

EMS Office Activity

July 2018

2 Scappoose officer's meeting
5 CareOregon operations meeting
9 EMS Committee meeting
9 Volunteer drill, EMS jeopardy
10 CRFR Board meeting
10 ImageTrend EMS report meeting
11-16 Vacation
17 Community health software meeting
18 Maintenance staffing meeting
18-20 Deployed to Substation fire
23 Single role EMS meeting
24 CareOregon Riskshare meeting
25 Legal consult
25 Physician case reviews
31 CCOM meeting

Ambulance cost

A request for a detailed cost for an ambulance, equipment and supplies was made at July's Board meeting. Once outfitted with fixed equipment, the vehicle total is \$177,057. Once stocked with removable equipment and consumable supplies, the grand total comes to \$245,410.80. An itemized cost has been provided in DropBox for review.

Community Paramedic

There are currently 32 active clients enrolled in the program and have served 90 overall. We have customized the community health module of ImageTrend based on input from our community paramedic and CareOregon. Nina will receive detailed training August 13th.

Single role paramedic

Applications for the single role paramedic closed on July 20th. We received 16 applications. Two did not pass screening. Three declined or cancelled an interview. Initial interviews and physical abilities test will be conducted on August 3. The top five candidates will be invited to a chief's interview on August 10th. We intend to have their initial training begin in September.

July 2018 – Chief of Operations Monthly Report

July: its hot, dry, and we have received little to no precipitation. The County and our District(s) have seen a number of natural cover fires, most small to medium size in nature, suppressed quickly or within a few hours. We are seeing fuel, both live and dead in conditions we normally do not see to late August. Our call volume is trending back up as citizens go out and work in the warm conditions.

Oregon State Fire Marshal's Office has had a number of Conflagration requests, during the month of July and early August Columbia County sent Task Forces to the Substation Fire in the Dalles and to the Mendocino Complex in Northern California. Both Task Forces have returned but we have a number of Administrative Staff and Line Officers on Incident Management Teams that are currently deployed to fires in Southern Oregon and Northern Washington. The current long range weather forecast does not show any relief till mid-September or early October.

This month we conducted a number of hiring interviews/testing. We have moved forward with Fire Apparatus Mechanic hiring and Ambulance Only Paramedic positions. Anticipation for starting or filling vacant positions will be later in the month of August and early September.

Image Trend is proceeding; we have closed more gaps and improved the process as we work with FF Tim Hennigan, FF Jeff Lockhart, and Lt Jim Pulito. Chief Coombs and I cannot thank Tim, Jeff, and Jim enough for their efforts to complete this project.

Finally, reports on our run totals, types, and numbers is still in process. We are working with Image Trend Report Writer to obtain that information. When we have it up you will see response data again.

- Budget Items – The 2018/19 budget has been approved and is currently beginning July 1, any purchases planned will be completed this fall when tax revenue begins arriving.
- Ambulance Only personnel continue to finish up the FTEP (Field Training Component) and we have seen a few more become eligible to operate in the field. We have started the process for hiring full time EMS only Paramedics for both SRFD and CRFR. We are accepting applications and plan on interview/testing later in July and early August.
- CRFR has flown the announcement for the Fleet Maintenance positions. We have received a number of applications and are currently evaluating the potential candidates. Interviews were conducted, a tentative job offer has been given, waiting for physical and background. Rick Fletcher is off on OJI, he will be returning to light duty in the coming weeks. Duane Jordan plans on working into mid-September, we wish him and his family the best of luck on their new adventure in Idaho.

- CAD – We are working on continued CAD issues, they are becoming less frequent and those that do arise are being quickly handled by CCOM staff. Mike Fletcher has taken the reigns of CCOM and is updating and improving their systems daily.
- Wildland/Conflagration response reimbursement: CRFR has received reimbursement for the North California Conflag response for Oct 2017. The only remaining conflag reimbursement still pending for both SFRD and CRFR is for the Thomas fire in December 2017. Most likely we should see payment in the early portion of summer. At this time we have not received payment for the Thomas Fire.

Meetings:

- Local 3215/Management Meeting
- Volunteer Association Meeting
- Task Force Leader – Mendocino Complex, Ukiah CA July 28-Aug 4
- CCOM – CAD Issues
- Fire reports and NFIRS updates
- Columbia County Fire Defense Board Meeting- ODF Office
- Public Health Foundation of Columbia County Board Meeting – Board Member (Smythe)
- Lee Broadbent Training Facility Clean and detail grounds
- Duty Officer
- Image Trend Updates
- Apparatus repairs and equipment inventory changes

Chief of Safety & Resource

- Received “unofficial” notice of Assistance to Firefighters Grant (AFG) for award for hose, nozzles and appliances in the amount of \$147,000.
- pursuing updates to Scappoose Station key fob & CCTV security system.
- yard maintenance at Holbrook station.
- Internet maintenance at Chapman station.
- create account and list surplus hose on Govdeals.com auction site for Scappoose.
- take care of bee problem at Chapman station.
- Pursue estimates for electrical work at LBTC.
- working on revision of numerous SOG’s.
- trouble shoot various IT problems across the district.
- numerous press releases for incidents.
- attend Scappoose safety meeting.
- attended CCOM 911 Advisory Board meeting, now serving as vice chairman.
- assist with County fair setup for FD booth
- Deployed to Sub Station Fire with OSFM 7/17 thru 7/21
- Deployed to South Valley Fire 8/1 thru 8/4 with OSFM.
- Deployed to Sugar Pine/Miles/South Umpqua Complex Fire 8/4 thru present with OSFM.

July 2018 Training Report
Chief Marks

July 4 th	Assist with Pancake breakfast and boat stand by on river for fire works
July 9-20	Vacation
July 13 th	OEDI Youth Academy Career Panel Presentation and Q&A
July 20-23 rd	Duty weekend Assist with fair booth coverage
July 25 th	Morning and evening drills
July 26 th	Life Flight Landing Zone training with ODF Elks Parking lot clean up
July 28 th	Pumper operator class hands on portion at LBTC Leave for California Conflagration Deployment

Continuing Projects include

- Pumper Operator class
- Weekly drills
- Planning next year's training schedule
- Planning 2019 Volunteer Academy
- DPSST Accreditation for CRFR
- DPSST Recertification for both districts

LENGTH OF SERVICE AWARD PLAN

The Board of Directors agrees to provide funding if available for an Oregon Fire District Directors Association Length of Service Award Plan (LSAP) for members in good standing with the District. Members must meet the requirement set by the Scappoose Volunteer Firefighters Association (SVFA). Funding availability is solely determined by the District.

For a volunteer member to be in good standing with the District for LSAP, they have to provide a minimum of one hundred and fifty (150) hours in a calendar year to be considered eligible for the LSAP program for that year. The hours may be earned through activities sponsored or approved by the District, including responding to fire, emergency medical or other requests for emergency response, training, instructing, public education programs, approved District meetings, administrative duties and other functions approved by the District.

The District will distribute funds once a year between February and May to SDAO LSAP once the volunteers have been certified as eligible members by SVFA for the prior year's service.



Taylor
Hewitt

Sadie

Izzy Gump
Martinez

Nicole
Hewitt

Courtney
Tice

Jenn

Pearl

Jeanne Gump
Hayden

Emily

Bethany

Gretchen Stassenmueller

Scappoose Fire
Department,

Thank you for your
time and support in
our time of need.

Our children, club,
and horse's lives are
forever changed for
the better due to your
heroic action.

Forever Greatful,

Lopin' Loggers

Vernonia - 4-H

