

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Tuesday, July 9, 2019, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. OATH OF OFFICE – Cairns, Grant and Sorenson
- III. ORGANIZATIONAL MEETING
 - A. In accordance with Board Policy 2.18
 - 1. Select President, Vice President, and Secretary/Treasurer of Board
 - 2. State official newspaper
 - 3. State regular Board meeting date, time and place
 - 4. Establish employee evaluation month
 - 5. Review the status of legal counsel
 - 6. Review current contracts
 - B. Annual ethics disclosure
- IV. CONSENT AGENDA
 - A. Minutes from June 13, 2019 regular meeting
 - B. Bills to be approved July 11, 2019
 - C. Budget vs. Actual a/o June 30, 2019
 - D. Financial Hardship Quarterly Report (none to report)
- V. REPORTS & OTHER INFORMATION
 - A. Chiefs' Reports
 - B. Safety Meeting Minutes
 - C. Miscellaneous
- VI. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team
 - C. Planning Committee
- VII. NEW BUSINESS
 - A. Committee appointments by President
 - B. Fire Service Contract on Dixie Mountain Road (Daulton)
- VIII. AUDIENCE PARTICIPATION
- IX. GOOD OF THE ORDER
- X. ADJOURNMENT

Chief Greisen's Agenda Review

7/09/2019

ORGANIZATIONAL MEETING

Board Policy 2.18 states that the Board will complete the following at their July Board meeting at the beginning of each fiscal year.

Selection of President, Vice President and Secretary/Treasurer of the Board. *The Vice President will open the floor for nominations for the above positions. The term of the office will be for fiscal year 2019-2020. The job descriptions are listed in the Board Policies. Any Board member may make a motion to nominate another Board member for any position. A Board member must also make a motion to close nominations for each position. Sometimes the motions are put together. For example: "I make a motion to nominate _____ for President of the Board and close nominations."*

Vice Pres: I will now entertain a motion for the office of Board President.

Director: I make a motion to nominate _____ for Board President and to close nominations. 2nd by: _____

Vice Pres: I will now entertain a motion for the office of Board Vice President.

Director: I make a motion to nominate _____ for Board Vice President and to close nominations. 2nd by: _____

Vice Pres: I will now entertain a motion for the office of Board Secretary/Treasurer.

Director: I make a motion to nominate _____ for Board Secretary/Treasurer and to close nominations. 2nd by: _____

State Official Newspaper – The Board may discuss their options and then the **new President** will entertain a motion to maintain The Chronicle, the South County Spotlight, or the Oregonian as the District's official newspaper.

New Pres: I will now entertain a motion for the District's official newspaper.

Director: I make a motion to adopt the _____ as the District's official newspaper. 2nd by _____

Select regular Board meeting date, time & place – The Board may discuss their options.

Pres: I will entertain a motion to maintain 7:00 p.m. on the second Thursday of every month in the Scappoose Fire Station Board Room (or another selection).

Director: I make a motion to maintain 7:00 p.m. on the second Thursday of every month in the Scappoose Fire Station Board Room. 2nd by _____

Review the status of legal counsel – The Board may discuss their opinions of current legal counsel.

Pres: I will entertain a motion to choose Speer Hoyt LLC as official legal counsel.

Director: "I move to retain Speer Hoyt LLC as the District's legal counsel."

2nd by _____

Establish employee evaluation date – The Board may discuss their options.

Pres: I will entertain a motion to maintain March as the employee evaluation month.

Director: I make a motion to maintain March as the employee evaluation month.

2nd by _____

Review current contracts – No action is required.

Annual Ethics Disclosure – While not in Policy 2.18, the Board approved this item for the organizational meeting agenda in 2009. Identify existing or possible conflicts of interest, including related party transactions between Board member(s) and the District.

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

Pres: I will now entertain a motion to adopt the consent agenda.

Director: I make a motion to adopt the consent agenda. 2nd by _____

REPORTS & OTHER INFORMATION

Chiefs' Reports – In Dropbox

Miscellaneous -

OLD BUSINESS

Awards & Incentives Committee

Management Team Committee –

Planning Committee –

NEW BUSINESS –

Committee appointments by President – The new President for the fiscal year appoints Board members to the three committees. This can be completed at the August meeting if the President prefers. Chief Greisen sits on all committees and appoints the officers to the Planning Committee. The Volunteer Association appoints the volunteer members to the Awards & Incentives Committee.

Fire Service Contract on Dixie Mountain Rd – in dropbox

Pres: I will now entertain a motion to approve the Fire Service Contract with Paull Daulton on Dixie Mtn Rd.

Director: I make a motion to approve the Fire Service Contract with Paull Daulton on Dixie Mtn Rd.

Good of the Order –

Contracts

AER Fitness Agreement-repair/maint. Fitness equipment-renew annually-6/2012
Archive Social - social media records retention - started 6/01/2017
ATT Mobility Services - signed 8-29-2018
Audit Engagement Letter with Grove, Mueller- Effective through June 2020 audit
C-Comm Data License Agreement - County Commissioners & Chief July 2008
Callback Staffing Crewsense - 01-01-18 thru 01-01-21
IGA-City of Scappoose Fire & Life Safety Plan Review signed 9/21/2017
IGA-Columbia County Fire & Life Safety Plan Review signed 7.25.18
IGA-City of St Helens Fire & Life Safety Plan Review signed 10.17.18
Columbia Co. & UASI IGA for grants – re-signed 5/30/12
Columbia Co. & HSEMC IGA - signed 1/19/2017
Columbia County Emergency Planning (Homeland Security) IGA as amended and restated.
Community Alert Network (CAN) – agreed & paid, but no official contract signed
Compliance Engine Contract - building inspections - expires 11/2020
CRFR & Columbia Hearing Agreement for hearing tests – 5/3/2012
CRFR IGA to use Lee Broadbent Training Center for \$20,000 per year signed 6.13.19
CRFR Vehicle Maintenance- signed 6-13-19
Dave Maller IT Agreement for Tech Support – signed 6/1/12 until price increase.
Diamondback Fire and Rescue-hydraulic inspection and maintenance - signed May 15, 2019
DPSST Accreditation Agreement – expires 1/2019
Emergency Reporting Records Mgmt Contract – approved 8/13, signed 9/13
Emergency Reporting Service Agreement– signed 9/2013
EMS Tech Solutions Operative IQ - 2014
FIRE-GIS-1 IGA for Mapping signed May 2007
FireMed Contract dated February 2003; revised 2008 & reciprocal agreement
FLIR Systems, Inc. - signed 10-8-2018
Google Apps for Government Agreement – signed 8/11/11
Holbrook Station-West Mult Soil/Water Conservation Agreement- 6/2012
ImageTrend Emergency Reporting - signed 1-11-18
Incident Management Team (IMT) Agreement – approved by Board 2/11/10
Life Flight Network- Ground Transport Services -signed Sept. 5, 2018
LOSAP OFDDA -signed by SRFD 6-13-19
National Hose and Ladder Testing -2019-2022
National Testing Network CPAT - signed 8/3/16
NW Self-Storage Rental Agreement - signed 1-29-2019
OHSU Contract for Medical Resource – Expires 12/31/2015
ORCPP – Oregon cooperative purchasing agreement; expires 8/2017
Pacific Office Automation - signed 4/15/16 for 1 yr term - autorenews annually
Physician Advisor Contract with Dean Sasek MD renewed annually
Physio Control Maintenance Agreement for LifePaks - expires 2-28-2021
Port of St. Helens IGA - signed 6/24/2015
Port of St. Helens MOU for working together on grants. Signed 7/14/11
Raxar Mobile Inspection & Pre-Planning Software - expires 6/30/2021
SDAO Rate Lock Agreement – 1/1/18 -12/31/2019

SDIS_GASB Actuarial Services - signed by SRFD 6-28-2018
State of Oregon \$500/yr to protect lands not protected by ODF. 12/2014
Systems Design West LLC & HIPAA ambulance billing svcs 11-8-18
TriTech Annual Technical Support Agreement for EMS billing base
Trizetto Provider Solutions for EMS billing signed 12/10/16
UASI IGA Grant for Homeland Security Grants thru Portland Region signed Nov 2005.
Amended 11/2010

C-COMM Agreements

IGA for out-of-District call answering & dispatch services; fee of \$125/year dated 5-20-2014

IGA for out-of-District call answering & dispatch services (adding Holbrook area); fee based on 9/1993 valuation

Employment Related Contracts

Contracts with Post Employment Health Plan & Deferred Comp providers.
Fire Chief employment contract valid through 12/31/2019
Union Contract with IAFF Local 1660 dated 7/1/2019 through 6/30/2022
Civil Service IGA updated 12/2002; Aug 2011; 2013
Occup. Safety, Health & Wellness (OSH&W) signed 6/9/15, updated 5/10/17
Employee Assistance Program Contract with Standard Insurance(ongoing)

Mutual Aid Agreements

Columbia County Ambulance Service Area 2 Agreement, until terminated
American Medical Response NW (AMR) Mutual Assistance 2015 until terminated
Multnomah County (Ambulance) Services Contract. Effective until terminated
Columbia County Fire Mutual Aid Agreement – Board approved 2/11/10
IGA for Fire Chiefs between SRFD & CRFR - 7/1/16 - 6/30/18 (Renewed in 2019)
IGA between Scappoose RFPD and Multnomah County for Emergency Medical Services
Contract #20858 (agreement for ambulance to operate within Multnomah County) dated 12/1997. Amended 10/07
Amendment #1 to Contract #20858 Multnomah County Services Contract for HIPPA
Scappoose City IGA Bldg Code Compliance 9/18/17 until stopped
Mutual Aid-Automatic Response Agreement between Scappoose RFPD and Tualatin Valley Fire & Rescue - Dated 6/1995
Mutual Aid Agreement with Tualatin Valley Fire & Rescue for the purpose of securing to each the benefits of assistance in medical emergencies dated 6/1996
Mutual Aid – Clark County Fire & Rescue Aug 2015 – Aug 2025
Maritime Fire & Safety Assoc. First Responder signed 5/1996 (clean rivers)
Maritime Fire & Safety Assoc. (emergency response on waterways). 2/2011
Joint Columbia Co. Duty Officer - re-signed May 2015; effective until terminated
ODF Agreement for loan of Federal Excess Personal Property (FEPP) signed 12/2014
Mutual Aid IGA with Columbia County Fire Agencies – furnish emergency equipment & personnel for fires & other disasters; signed 4/1998 Agreement with Washington County
Multnomah County with Columbia County – 2013
Oregon Dept. of Forestry (includes medical) -revised 4/1998
Mutual Aid for Washington & Columbia Counties - 2013
Agreement Cowlitz County - July 2011
Agreement Clatsop County – Oct 2010

Contract for Emergency Medical Training

EMT/Paramedic Training – Contract promises services to District & repayment of remaining tuition balance after service credits. Nicholas Stober

Fire Protection Contracts

Anicker, Becky	24745 NW Dixie Mountain Road
Archer, Jeremiah & Molly	29445 Pisgah Home Road
Bahnsen, Donald & Joanne	25938 NW Dixie Mountain Road
Beisley, Ken	28330 Otto Miller Road
Benson, Robert	29911 Pisgah Home Road
Copeland, James	18143 NW St. Helens Road
Dudley, Peggy	26097 NW Dixie Mountain Road
Lacy, Bill	18141 NW St. Helens Road
Meyers, Tim & Donna	18145 NW St. Helens Road
Novak, Ken & Cheryl	29756 Grouse Lane
Paull, Dalton	26085 NW Dixie Mountain Road
Ruppelt, Michelle & Christian	18147 NW St. Helens Road
Stanton, Robert & Maryann	30311 Holaday Road
Wiley, Matthew & Julane	29971 Pisgah Home Road

*Note that contracts representing a single event such as a purchase agreement, burn-to-learn, cooperative grants, and projects completed in one year are not included in this list.

CONTRACTS\List for Policy.

07/05/19

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
06/25/2019	Special Districts Insur...	July2019 Health Ins	21,753.18
06/25/2019	Anderson, Robert	reimb uninsured medical exp	673.00
06/25/2019	Salisbury, Janine	reimb uninsured medical exp	603.72
06/25/2019	Nationwide Retireme...	Emplyr contrib to PEHP	450.00
06/25/2019	HRA VEBA Trust	HRA VEBA Trust for health care	2,300.00
06/25/2019	WHA Insurance	Provident Life & Accident group in...	1,898.00
06/27/2019	Paychex - tax	ER Work Benefit	57.44
06/28/2019	Paychex Payroll	Flex spend health ins cashout	15,934.91
Total 550 Insurance			43,670.25
560 Personnel Salaries			
06/17/2019	American General Lif...	Insurance Premium	59.85
06/25/2019	Special Districts Insur...	employee payroll deductions	1,138.60
06/25/2019	Nationwide Retireme...	Employee contrib to PEHP	1,730.00
06/25/2019	Principal Financial Gr...	Life Ins policy 4809832 - Anderson	52.24
06/25/2019	Foresters Investor Se...	457P retirement - 6/30/19	2,083.33
06/25/2019	Voya-State of Oregon...	Oregon Savings & Growth Plan	10,461.48
06/27/2019	Paychex - tax	Employee taxes withheld	42,038.19
06/27/2019	Oregon Dept. of Justice	PR deduction	805.00
06/28/2019	Paychex Payroll	Deferred compensation	2,831.00
06/28/2019	Paychex Payroll	FLSA OT	2,187.92
06/28/2019	Paychex Payroll	FF incentives	1,530.00
06/28/2019	Paychex Payroll	Longevity	641.00
06/28/2019	Paychex Payroll	Phone Pay	100.00
06/28/2019	Paychex Payroll	Shift differential	0.00
06/28/2019	Paychex Payroll	Overtime	15,270.66
06/28/2019	Paychex Payroll	Balance of net pay	70,414.08
Total 560 Personnel Salaries			151,343.35
570 SocSec/Medicare(FICA)			
06/27/2019	Paychex - tax	Emplyr FICA	13,547.99
Total 570 SocSec/Medicare(FICA)			13,547.99
580 Volunteer Services			
06/18/2019	Amazon	600 ct Yalis push pins	6.99
06/19/2019	Amazon	6 rolls Scotch tape	9.89
06/26/2019	Jackpot Market	propane for pancake feed	8.93

07/05/19

Cash Basis

Scappoose Rural Fire District Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
Total 580 Volunteer Services			25.81
Total 1.1 GENERAL FUND PERSONNEL SVCS			208,587.40
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
06/25/2019	Systems Design	102 transports May2019 + postage	2,312.75
06/25/2019	Cardinal Services, Inc.	30.5 hrs for temp M. Heath	633.49
06/25/2019	Columbia 911 Comm...	2018-19 communications services	125.00
06/25/2019	Columbia 911 Comm...	2018-19 Annexed area & Special ...	1,286.20
06/25/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
Total 670 Contract Services			4,980.54
720 Public Fire Services			
06/25/2019	Aquent LLC	fire code	425.00
06/25/2019	Aquent LLC	fire code	425.00
06/25/2019	Traffic Safety Supply ...	address sign supplies	185.47
06/25/2019	Ace Hardware - Scap...	address sign posts	29.94
Total 720 Public Fire Services			1,065.41
740 Uniforms			
06/14/2019	Haix	Gandara station boots	323.95
06/20/2019	Code 2 LLC	8 EMT Adv & 8 Paramedic patches	83.00
06/25/2019	Sallee, Casey - Vendor	membership tags- 12 people	48.00
06/25/2019	Nielson, Scott	Baffin Pro boot sz 9	302.00
06/25/2019	Curtis	1 lg/tall blk poly SS polo	52.15
Total 740 Uniforms			809.10
750 Maintenance on Equipment			
06/21/2019	Chevron	Fuel 4380 - 28.27 gal	94.96
06/25/2019	Pro Automotive & Die...	replace all steering bars	1,255.77
06/25/2019	Pro Automotive & Die...	set front end align. on ambulance	190.00
06/25/2019	Pro Automotive & Die...	install oil pan gasket w/oil & filter	709.88
06/25/2019	Pro Automotive & Die...	replace front calipers,pad set, & flu...	594.24
06/25/2019	Pro Automotive & Die...	replace turbocharger on Sprinter	2,870.00
06/25/2019	Pro Automotive & Die...	replace intake charge & resonator	266.00
06/25/2019	Les Schwab Tires	tires-Holbrook lawn mower	55.78
Total 750 Maintenance on Equipment			6,036.63
760 Administration			
06/17/2019	Amazon	1 pkg Post-It Tabs 2"	3.99
06/18/2019	Amazon	1 pkg legal file folders-2 fasteners	25.19
06/21/2019	Cornerstone Cafe	meet w/ new EMS Chief	26.98

07/05/19

Cash Basis

Scappoose Rural Fire District Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
06/21/2019	Amazon	Wireless keyboard & mouse	19.88
06/24/2019	US Bank	VOID:	0.00
06/24/2019	US Bank	Service Charge	0.00
06/24/2019	US Bank	Service Charge	0.00
06/25/2019	International Assoc. o...	Pricher dues 7/1/19--6/30/20	310.00
06/25/2019	Heath, Maria	misc expenses	39.00
06/25/2019	U.S. Postal Service	5 rolls stamps @ \$.55 each	275.00
06/27/2019	Paychex Invoice	May2019 reg PR svcs	188.90
06/28/2019	Amazon	wireless keyboard & mouse	55.95
Total 760 Administration			944.89
765 Information Technology			
06/20/2019	CenturyLink	Holbrook station internet backup	60.00
06/20/2019	CenturyLink	Main station internet backup	70.00
06/21/2019	Verizon Wireless	May check lost in mail	531.81
06/21/2019	Verizon Wireless	May check lost in mail	10.02
06/25/2019	AT&T Mobility	wireless	345.37
06/25/2019	Pacific Office Automa...	monthly charge	39.60
06/25/2019	Maller, Dave	server maint & AV updates	675.00
06/25/2019	Maller, Dave	roaming profiles work	130.00
06/25/2019	Maller, Dave	LT computer setup/config	325.00
06/25/2019	Maller, Dave	address book cleanup & training	130.00
06/25/2019	CenturyLink	Chapman internet charge	73.94
06/25/2019	AT&T Mobility	FirstNet	175.31
06/27/2019	Dell Marketing L.P.	Next Business Day onsite service	203.70
06/27/2019	Dell Marketing L.P.	7x24 Technical Support contract	348.60
Total 765 Information Technology			3,118.35
770 Operating Materials/Suppli			
06/16/2019	Amazon	2 spray mop cleaning kits w/ pads ...	88.42
06/19/2019	Amazon	1 cs Brn Hardwound Roll Towels	58.31
06/25/2019	Sunset Auto Parts	station cleaning supplies	68.05
Total 770 Operating Materials/Suppli			214.78
775 Emerg. Operating Supplies			
06/21/2019	FireQuick Products Inc.	Flare Systems Launcher III & acce...	842.93
06/21/2019	Fred Meyer	logistics supplies	374.24
Total 775 Emerg. Operating Supplies			1,217.17
780 Building & Grounds Maint.			
06/24/2019	Amazon	3 furnace filters	71.94
06/24/2019	Amazon	1 furnace filter	31.76

07/05/19

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
06/24/2019	Amazon	Crossbow Herbicide	164.95
06/24/2019	Amazon	RoundUp Max Control	37.11
06/25/2019	Ace Hardware - Scap...	pad felts to protect flooring	18.57
06/25/2019	Peak Electric Group	Fix Holbrook exterior lights	651.25
06/25/2019	Wilcox & Flegel	300 gal unleaded fuel	832.02
Total 780 Building & Grounds Maint.			1,807.60
790 Training			
06/14/2019	Fred Meyer	training supplies	164.96
06/14/2019	Alaska Airlines	B. DuBois change fee	125.00
06/14/2019	Alaska Airlines	B. DuBois fare price change	30.00
06/16/2019	WalMart	supplies for training day	82.12
06/20/2019	Ace Hardware - Scap...	supplies for training	107.85
06/20/2019	Dahlgren's Do It Best ...	training supplies	151.58
06/22/2019	Burger Joint	food for training day	114.67
06/24/2019	Safeway	food for training day	23.90
06/25/2019	Clatsop County Firefi...	NW OR Wildfire School-Nielson/M...	100.00
06/25/2019	Heath, Maria	3 OVFA per diems--voided cks	261.00
06/25/2019	Apple iTunes	Notability-Ginger Labs	9.99
06/29/2019	Best Western	OVFA conf hotel - 4 nites-Schoof	632.00
06/29/2019	Best Western	OVFA conf hotel - 3 nites-Hickman	474.00
06/29/2019	Best Western	OVFA conf hotel - 3 nites-Marks	474.00
06/29/2019	Chevron	OVFA conf fuel	57.92
Total 790 Training			2,808.99
810 Utilities			
06/25/2019	CRPUD	boathouse electricity	30.32
06/25/2019	CRPUD	main station electricity	770.79
06/25/2019	City of Scappoose	water and sewer	290.31
06/25/2019	CenturyLink	landlines	486.48
Total 810 Utilities			1,577.90
870 EMS Operations			
06/19/2019	Amazon	12 pk tape measure	10.99
06/19/2019	Amazon	safety eyewear	4.66
06/25/2019	Airgas - USA, LLC	medical oxygen	198.25
06/25/2019	Bound Tree Corp.	1 bx Ketamine vials (10/bx)	157.94
06/25/2019	Airgas - USA, LLC	medical oxygen	258.05
Total 870 EMS Operations			629.89
Total 1.2 GENERAL FUND MATERIAL & SVC			25,211.25

1.3 GENERAL FUND CAPITL OUTLAY

Scappoose Rural Fire District

Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
910 CO Equipment			
06/20/2019	Fire Rescue Equipme...	Holmatro SR 20 two tool pump	411.78
06/20/2019	Fire Rescue Equipme...	Holmatro SR 20 two tool pump	514.73
06/20/2019	Fire Rescue Equipme...	2 CORE Hoses, 32'	113.53
06/20/2019	Fire Rescue Equipme...	2 CORE Hoses, 32'	90.82
06/20/2019	Fire Rescue Equipme...	Holmatro 5250 Spreader (35.9 lb ...	481.59
06/20/2019	Fire Rescue Equipme...	Holmatro 5250 Spreader (35.9 lb ...	385.28
06/20/2019	Fire Rescue Equipme...	CU 5050i Cutter (35.7 lb w/7.2" op...	327.51
06/20/2019	Fire Rescue Equipme...	CU 5050i Cutter (35.7 lb w/7.2" op...	409.39
06/20/2019	Fire Rescue Equipme...	Holmatro 4007 MiniCutter (8.5 lb w...	247.22
06/20/2019	Fire Rescue Equipme...	Holmatro 4007 MiniCutter (8.5 lb w...	197.78
06/20/2019	Fire Rescue Equipme...	Holmatro 5370 LP Telescopic Ra...	362.48
06/20/2019	Fire Rescue Equipme...	Holmatro 5370 LP Telescopic Ra...	289.98
06/20/2019	Fire Rescue Equipme...	Holmatro 5340 LP Telescopic Ra...	371.06
06/20/2019	Fire Rescue Equipme...	Holmatro 5340 LP Telescopic Ra...	296.85
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-514.73
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-371.06
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-362.48
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-247.22
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-481.59
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-113.53
06/20/2019	Fire Rescue Equipme...	trade-in Amkus/Hurst Rescue Tools	-409.39
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-90.82
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-411.78
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-327.51
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-197.78
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-289.98
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-296.85
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-385.28
06/20/2019	Fire Rescue Equipme...	2 Holmatro HLB 31 Lift Bags	391.85
06/20/2019	Fire Rescue Equipme...	2 Holmatro HLB 31 Lift Bags	161.64
06/20/2019	Fire Rescue Equipme...	Holmatro HLB 6 Lift Bag	37.10
06/20/2019	Fire Rescue Equipme...	Holmatro HLB 6 Lift Bag	89.94
06/20/2019	Fire Rescue Equipme...	3 Hose Air 16' shut-off w/PRV 12 ...	37.00
06/20/2019	Fire Rescue Equipme...	3 Hose Air 16' shut-off w/PRV 12 ...	89.70
06/20/2019	Fire Rescue Equipme...	16' Air hose, yellow for 12 Bar	22.22
06/20/2019	Fire Rescue Equipme...	16' Air hose, yellow for 12 Bar	9.17
06/20/2019	Fire Rescue Equipme...	Control unit HDC 12	64.02
06/20/2019	Fire Rescue Equipme...	Control unit HDC 12	155.21
06/20/2019	Fire Rescue Equipme...	HPRV 347 12 BAR air regulator	51.08
06/20/2019	Fire Rescue Equipme...	HPRV 347 12 BAR air regulator	21.07
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-89.70
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-51.08
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-155.21
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-89.94

Scappoose Rural Fire District Itemized Account Activity

June 14 - 30, 2019

Date	Source Name	Memo	Paid Amou...
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-22.22
06/20/2019	Fire Rescue Equipme...	Trade-in OOS Liftbag system	-391.85
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-9.17
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-37.00
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-161.64
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-64.02
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-21.07
06/20/2019	Fire Rescue Equipme...	gov't cooperative purchase discount	-37.10
06/25/2019	Fire Rescue Equipme...	Holmatro SR 20 two tool pump	8,005.49
06/25/2019	Fire Rescue Equipme...	2 CORE Hoses, 32'	1,765.65
06/25/2019	Fire Rescue Equipme...	Holmatro 5250 Spreader (35.9 lb ...	7,490.13
06/25/2019	Fire Rescue Equipme...	CU 5050i Cutter (35.7 lb w/7.2" op...	6,367.10
06/25/2019	Fire Rescue Equipme...	Holmatro 4007 MiniCutter (8.5 lb w...	3,845.00
06/25/2019	Fire Rescue Equipme...	Holmatro 5370 LP Telescopic Ra...	5,637.54
06/25/2019	Fire Rescue Equipme...	Holmatro 5340 LP Telescopic Ra...	5,771.09
06/25/2019	Fire Rescue Equipme...	2 Holmatro HLB 31 Lift Bags	2,814.51
06/25/2019	Fire Rescue Equipme...	Holmatro HLB 6 Lift Bag	645.96
06/25/2019	Fire Rescue Equipme...	3 Hose Air 16' shut-off w/PRV 12 ...	644.30
06/25/2019	Fire Rescue Equipme...	16' Air hose, yellow for 12 Bar	159.61
06/25/2019	Fire Rescue Equipme...	Control unit HDC 12	1,114.77
06/25/2019	Fire Rescue Equipme...	HPRV 347 12 BAR air regulator	366.85
Total 910 CO Equipment			44,628.00
Total 1.3 GENERAL FUND CAPITL OUTLAY			44,628.00
Total 1...			278,426.65
Total 1..GENERAL FUND EXPENDITURES			278,426.65
3. PROPERTY FUND CAPITAL OUTLAY			
Fire Apparatus & Equipment			
06/25/2019	FinishLine Graphics	Truck Hi-Visibility Wrap/Decal Bid	3,465.00
Total Fire Apparatus & Equipment			3,465.00
Total 3. PROPERTY FUND CAPITAL OUTLAY			3,465.00
TOTAL			281,891.65

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Ju...	Budget	\$ Over Bud...	% of Budget
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	252,407	150,000	102,407	168%
EMS Receipts	765,429	670,000	95,429	114%
Fire Marshal	82,401	25,000	57,401	330%
FireMed	42,810	39,300	3,510	109%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	9,577	0	9,577	100%
Interest Earned on Investments	57,765	28,500	29,265	203%
Intergovernmental	102,283	100,645	1,638	102%
Miscellaneous Revenue	20,168	25,000	-4,832	81%
Property Taxes				
Taxes - Current				
Local Option Levy	1,547,959	1,516,604	31,355	102%
Permanent Rate Levy	1,393,818	1,363,109	30,709	102%
Total Taxes - Current	2,941,777	2,879,713	62,064	102%
Taxes - Prior Years	136,086	92,000	44,086	148%
Total Property Taxes	3,077,863	2,971,713	106,150	104%
Transfer from Grant Fund	112,944	112,944	0	100%
Total 1. GENERAL FUND REVENUES	6,201,252	5,793,512	407,740	107%
2. GRANT FUND REVENUE				
Grant Award	112,950	0	112,950	100%
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%
Grant Income	13,115	0	13,115	100%
Interest Earned on Investments	3,994	2,500	1,494	160%
Transfers In	189,487	189,487	0	100%
Total 3. PROPERTY FUND REVENUES	350,908	336,233	14,675	104%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	4,068	3,510	558	116%
Total 4. PERSONNEL SVCS FUND REVEN	212,919	212,534	385	100%
Total Income	6,878,030	6,342,279	535,751	108%
Gross Profit	6,878,030	6,342,279	535,751	108%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	538,661	588,420	-49,759	92%
560 Personnel Salaries	2,056,404	2,218,355	-161,951	93%
570 SocSec/Medicare(FICA)	165,732	167,130	-1,398	99%
580 Volunteer Services	18,813	78,000	-59,187	24%
590 Personnel Benefits	445,856	560,757	-114,901	80%
Total 1.1 GENERAL FUND PERSONNEL...	3,225,466	3,612,662	-387,196	89%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	94,950	113,843	-18,893	83%

07/05/19
Accrual Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Ju...	Budget	\$ Over Bud...	% of Budget
680 Communications Maintenance	11,031	20,000	-8,969	55%
720 Public Fire Services	11,062	14,800	-3,738	75%
730 Property & Liability Insur.	51,085	51,985	-900	98%
740 Uniforms	15,773	20,000	-4,227	79%
750 Maintenance on Equipment	90,347	143,500	-53,153	63%
760 Administration	43,018	56,120	-13,102	77%
765 Information Technology	87,041	69,900	17,141	125%
770 Operating Materials/Suppli	3,580	5,000	-1,420	72%
775 Emerg. Operating Supplies	65,602	65,000	602	101%
780 Building & Grounds Maint.	71,297	125,731	-54,434	57%
790 Training	83,858	85,000	-1,142	99%
810 Utilities	29,817	37,600	-7,783	79%
870 EMS Operations	82,565	90,000	-7,435	92%
880 FireMed	17,485	20,000	-2,515	87%
Total 1.2 GENERAL FUND MATERIAL &...	758,511	918,479	-159,968	83%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	82,578	109,940	-27,362	75%
Total 1.3 GENERAL FUND CAPITL OUT...	82,578	109,940	-27,362	75%
Total 1...	4,066,555	4,641,081	-574,526	88%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	189,487	189,487	0	100%
Total 1.4 GENERAL FUND TRANSFER OUT	189,487	189,487	0	100%
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	4,256,042	5,680,568	-1,424,526	75%
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries	6	6	0	100%
Total 2.1 PERSONNEL SVCS	6	6	0	100%
2.2 Debt Svc to General Fund	112,944	112,944	0	100%
Total 2. GRANT FUND EXPENSE	112,950	112,950	0	100%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	13,115	100,000	-86,885	13%
Fire Apparatus & Equipment	3,465	196,233	-192,768	2%
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	16,580	336,233	-319,653	5%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	126,658	207,534	-80,876	61%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	126,658	212,534	-85,876	60%
Total Expense	4,512,230	6,342,285	-1,830,055	71%
Net Income	2,365,800	-6	2,365,806	-39,430,000%

Scappoose
ANNUAL COLLECTION STATISTICS

Company	Scappoose
Date Of Service	6/1/2018
Date Of Service	5/31/2019
Invoices	0
Provider	Scappoose

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Dec 18	41	89,461.20	-31,243.98	35 %	-700.00	1 %	-44,043.36	49 %	0.00	0 %	13,473.86	15 %
Jan 19	79	168,087.40	-42,545.30	25 %	-3,372.87	2 %	-101,164.93	60 %	0.00	0 %	21,004.30	12 %
Feb 19	88	188,139.20	-57,285.28	30 %	-2,218.34	1 %	-94,114.30	50 %	0.00	0 %	34,521.28	18 %
Mar 19	79	173,996.80	-50,250.92	29 %	-1,875.00	1 %	-98,400.91	57 %	0.00	0 %	23,469.97	13 %
Apr 19	78	167,686.60	-39,408.92	24 %	-689.08	0 %	-79,391.06	47 %	0.00	0 %	48,197.54	29 %
May 19	102	223,940.40	-19,267.63	9 %	0.00	0 %	-41,757.18	19 %	0.00	0 %	162,915.59	73 %

467

1,011,311.60

-240,002.03

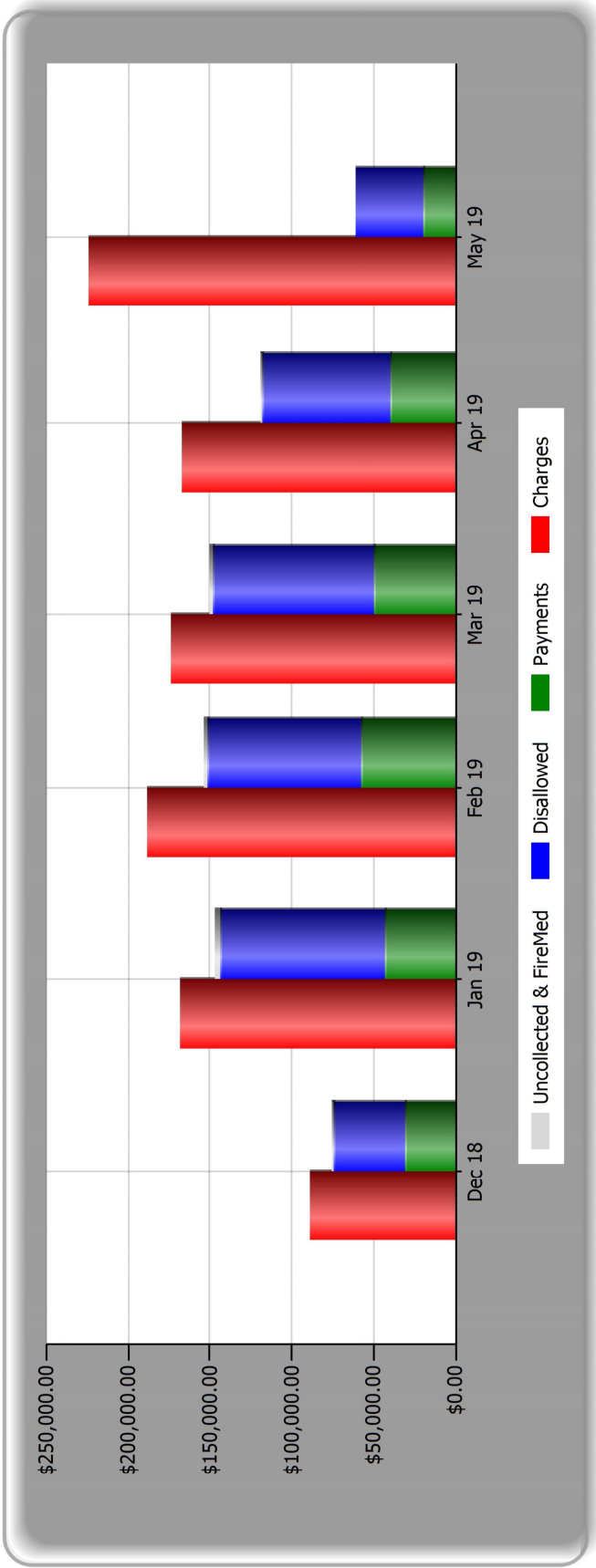
-8,855.29

-458,871.74

0.00

303,582.54

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



Fire Chief Report

June 2019

We received word that Dyno Nobel and EPA have reached a settlement agreement for Dyno Nobel's release of ammonia in 2015. This settlement provides both fire districts with new updated breathing apparatus replacement which should last the fire district for the next 15 years. We do not receive any funds, only the equipment. We have been working with Dyno Nobel on and off for the last 6 months on equipment options.

I attended a meeting with the City of Scappoose on additional Urban Renewal area information exchange. They plan on going forward with the plan, but do not know at this time if they will implement the Urban Renewal District.

The deadline for the Fire Chief's position was June 24th. The oversight committee will meet on Monday, July 1st to review the applications and pick the 5 finalists which will be invited to the July 29th interview process. There will be a special board meeting for both districts on July 30th to review the final candidates.

Meetings & Training:

06/02 Academy graduation	06/03 EMS Chief interview
06/05 SRFD board negotiation team mtg.	06/05 SRFD vol mtg.
06/10 Fire Defense board mtg.	06/10 1660 labor negotiations
06/11 Col. Co. fire investigation mtg.	06/11 Scappoose City Public Works mtg.
06/11 CRFR board mtg.	06/13 SRFD board mtg.
06/15 met fire chief candidate	06/21 Local 3215 mtg.
06/21 Dyno Nobel community mtg.	06/24 City of Scappoose urban renewal mtg.
06/25 Chief mtg	06/25 Oversight committee mtg.
06/26 SRFD membership mtg.	06/27 ODOT T.I.M. mtg.

Duty Chief and training

Training Report

June 2019

Chief Marks

June 2	Volunteer Recruit Graduation
June 3	EMS Chief Interviews
June 4	Morning and Evening Drills
June 11	LCRTOA Meeting CRFR Board Meeting
June 12	Morning and Evening Drills
June 13	SRFD Board Meeting
June 19	Morning and Evening Drills New Hose Loading
June 20	New Hose Loading Clean up from Barn Fire
June 22	Extrication Tool In-service
June 25	Chiefs Meeting
June 26-30	OVFA

Continued Projects

Career Probation Academy

Training Schedule

C-Shift Face to Face

DPSST Work

Burn Cell Project

We had a great response for the Barn fire on the evening of June 19th. It occurred during volunteer drill so we had a plethora of manpower available. Due to this, the homeowner was very pleased that his house and a second nearby barn were saved. If we did not have the two water tenders at the drill grounds at that time, water would have been more scarce. Even though the residents lost their barn full of hay, they were very appreciative of our response.



Chief of Operations



July 2019 – Monthly Report

Hello Fiscal Year 2019/20, we are off and beginning to line out our priorities, projects, equipment purchases, and new hire orientations.

Included in this month's report is the information from last month that highlighted the events, issues, happenings, projects, and where we believe we are going. In the fiscal year 2018/19 we had some changes:

- 1) Personnel Changes: At CRFR we had several long-term employees retire and/or moved on to greener pastures with other agencies. Those vacancies are being filled by new hire employees at the firefighter/paramedic rank and EMS only positions. EMS only employees Jason Stein and Qantu Curio will be moving from EMS only to Firefighter/Paramedic for Columbia River. Both Jason and Qantu have demonstrated proficiency and positive reviews from our company officers and line staff. Brandon Booth will be moving from Firefighter/EMT to Firefighter/Paramedic for Scappoose. Brandon is currently completing his field training for paramedic for SRFD. CRFR hired a replacement paramedic for the open EMS only paramedic position with Brandon Cheek, Brandon comes to us from the East Coast with some good experience. CRFR will be conducting a hiring academy beginning July 8 for two weeks. After that FF Stein and FF Curio will be assigned to a shift. Brandon Cheek will be starting his orientation the week of July 15.
- 2) CRFR has put a conditional offer of employment for the EMS Division Chief, Eric Holsey from Clatskanie Rural Fire District is currently in background and pre-employment physical. If successful Eric will start later in July 2019. Eric has a host of experience and is a welcomed addition to the Staff.
- 3) Jeramy Lehner and Ray Malone have been working at the JMF for the past year. Jeramy was hired at the beginning of the fiscal year and Ray started last fall. Both have completed their Emergency Vehicle Technician I (EVT) and are working on the EVT 2 certificates in the new year. EVT test each level every five years, the goal is not to have more than one certification per year. This allows our Maintenance Personnel time to learn and prepare for the next test. Our customer base has given glowing reviews for both our Shop Staff. We appreciate their efforts and support their continued education.

Chief of Operations



July 2019 – Monthly Report

This month, due to the short time frame between the beginning (July 1) and the Fire Board meetings the Emergency Run Totals will not be provided. In August, Operations will include a report regarding current call volume, future forecasting, and historical data. We enter 2019/20 budget with high hopes and expectations. We appreciate your candor and willingness to discuss options in order to optimize our response for our citizens.

Finished or near finished projects:

- Hose/Nozzle – The Hose Committee has worked closely between both Districts, we are operating similar nozzles and hose types. The committee is working to develop similar hose loads between both agencies. Same amount, locations, and deployment capabilities.
- Chain Saw/Extrication Equipment – The end of year purchase of new holmatro extrication equipment for SRFD allows interoperability between agencies. We now can operate each Districts equipment on scene or share tools as necessary. This is a multi-year process and we will be purchasing additional tools in the coming budgets.
- Wildland Packs/shelters- Both Districts have purchased wildland firefighting gear for our members. CRFR will outfit all personnel with their own Fire Shelter. Those members who respond to fires outside the Districts have or will receive additional equipment for deployment.
- New Hose for all CRFR fire equipment - The grant obtained allowed for the replacement of all structure fire hose. The District purchased new 1.75", 2.5", and 5" hose. We are asking for an addendum in the grant to purchase several thousand feet of wildland single jacket 1" and 1.5" to stock our equipment.
- Image Trend- Full implementation of Image Trend throughout both Districts as the electronic medium for patient care and fire reports. We continue to improve the system and streamline the work for our members. We appreciate the work by FF Hennigan, FF Lockhart, Lt Pulito, FF Dubois, Lt Nielson, and Lt Anderson as we tweak or repair issues as they arise.

Chief of Operations



July 2019 – Monthly Report

- Crew Sense – Crew Sense is not utilized by both Districts for time accounting, Volunteer hours, Overtime, and vacation/sick leave use. It allows real time accounting of personnel, we continue to make small changes as necessary.
- Volunteer Personnel at LBTC – CRFR has moved several pieces of equipment to LBTC. These include E479, Sq479, R479, and Medic 479. This move allowed growth at the St Helens Station (471) and responses for ISO in an area that was previously uncovered near Gable/Hwy 30.
- Heavy Brush Engine – The development of a Heavy Brush/Type III Engine for CRFR has been completed. HB476 will be deployed to the Rainier Station in June. This will replace B476 that will be moved to Goble. This allows both Districts to operate Type III Wildland apparatus throughout the county. A plan to replace HB431 with a crew/extra cab style engine is in process.
- New Ambulances – Both Districts are operating new Ford or Dodge 4x4 ambulances out of all the career staffed stations. This allows for some older units to be surplus or replaced. It also allows our units to operate in weather or roads that our 2-wheel drive units found difficulty.
- Company Officer Volunteer – In order to improve our span of control and management of our volunteer personnel an internal Company Officer course is currently being completed. Once completed this fall the goal of adding additional Volunteer Company Officers to the ranks will be accomplished.
- EMS Only Personnel – EMS only personnel are operating out of the Scappoose and St Helens stations. Our goal to have 4 full time paramedics has been accomplished, currently we are operating part-time EMT partners for the units. It is a learning process and we continue to develop this program. We see the value and look to continue it into the future.
- Community Paramedic – CRFR, in conjunction with Care Oregon have a community paramedic working in CRFR and SRFD Fire Districts for over a year. This program has shown huge benefits to our customers, clients, and patients in the form of improved care, medication compliance, and decrease in return visits to area hospital. This in turn has decrease our call volume significantly regarding repeat patients. Extremely valuable program.

Chief of Operations



July 2019 – Monthly Report

What are we working on:

- Hose committee – continued development of “like” hose loads for both Districts. We are challenged by multiple styles of fire apparatus and hose bed configuration. We have developed minimums for both agencies and are now working on hose bed adjustments to meet these minimums.
- Operations Committee – The Operations Committee has developed a joint “playbook” for both Districts. The Ops Committee will continue to develop plans and SOP’s that meet every changing emergency scene environment. The Ops Protocol book has been distributed to all stations and will be reviewed quarterly as a living document.
- Lexipol – In conjunction with the Operations Protocol book both Districts will be entering into a contract with Lexipol for our policies and procedures. To work closer together and minimize operational differences we will be moving forward with a joint policy manual. We understand that as two separate agencies we will inherently have some differences, but those should be few. This is a large project and will require Chiefs, Company Officers, Firefighters, Volunteers, and Administrative Staff to complete. The time line is 6 months development (July-December), Training Jan 2020-July, Implementation tentative July 1, 2020.
- New Water Tender and Fire Engines: The Apparatus Committee comprised of SRFD and CRFR personnel have started the process of developing RFP’s for the 916 Water Tender build and the two fire engines we are purchasing in the 2019/20 budget. The committee is working on standardizing pump panels and equipment locations between both Districts.

Chief of Operations



July 2019 – Monthly Report

Where are we going, the Future?

“Yesterday is history, tomorrow is a mystery”, we are at a crossroads for both Districts. Many changes and challenges await us in the coming months and years. CRFR is hiring a new joint EMS Chief. This employee will be new to the agency and his/her development, mentoring, and ownership will take time to materialize. CRFR and SRFD are in an IGA with a shared Fire Chief. Chief Greisen stated to the company officers and senior staff that he will most likely be replaced by late summer or fall. This is a huge change to both Districts, we will have a new fire chief taking the helm of two “ships” and working on ways to manage both. The flux and uncertainty will play a major role in the growth of both Districts for some time. We encourage both Fire Boards to take the time to find us the best Chief possible. We will continue to operate with the same determination, professionalism, and courteous manner that our citizens have come to expect. Thank you for your time and dedication to our Fire Districts.

Meetings:

- Fire Board Meeting
- Lexipol Teleconference –Scappoose, CRFR
- Fire Defense Board Meeting – June, SRFD
- CCOM – CAD Issues
- Senior Staff Meeting
- Fire reports and NFIRS updates
- Duty Officer
- Image Trend Updates
- Apparatus repairs and equipment inventory changes
- JMF Monthly Shop Meeting
- Apparatus Committee Meeting
- 2019 Fire Academy
- OP/IQ Update and potential use for Fire Apparatus/Stations

Chief of Operations



July 2019 – Monthly Report

- Fire Engine Vendor Contact
- Water Tender Build Meeting – Longview, RANDCO

DIVISION CHIEF O'CONNOR

SAFETY & RESOURCE MANAGEMENT

JUNE 2019

MEETINGS: Health & Wellness Committee 6/11; attended CRF&R board meeting 6/11; CRF&R and SRFD safety committee 6/12; Attended volunteer drill 6/5, 6/12 and volunteer association meeting 6/19

FACILITIES: Kitchen remodel completed at Fairgrounds station; continued work on SH station generator project; office lighting project completed at Admin building; water leak under SH station repaired; work with volunteer FF Ron Maruska to clean up/organize behind Scappoose Station; set up lawn maintenance contractor for Holbrook and Chapman Stations; Contractor completed repairs of exterior lighting at Holbrook Station

PIO: Continued updates of press release for more significant incidents responded to the district including social media, CRF&R Facebook page now has over 6,200 followers

I/T: Multiple meetings with Center Logic working towards long term solutions to CRF&R network (see attached); replaced computer at JMF; work with Scappoose Lts and SRFD IT provider for roaming profiles on network; set up training for all staff for Microsoft 365 July

SAFETY & HEALTH: Completed my annual NFPA physical; attended OFCA Safety & Health Roundtable in Salem;

MISC: New hose was tested by private company and placed in service on engines throughout CRF&R district by both career and volunteer staff, additional hose ordered to finalize the hose project; continued meeting with B shift line staff to increase communication between staff and management;

Recruitment & Retention Coordinator Report – Motherway May & June 2019

May & June

- Uniform orders for new shirts/hats/etc. distribution, constant pickup/drop off – also working with staff for new boot reimbursement
- CRFR Board Meeting – May 14th and June 11th
- Association Meetings – May 15th and June 19th
- LCRTOA Meetings – May 14th and June 11th
- Misc. social media posts throughout the month re: calls/etc.
- Recruit Academy Graduation Prep/Planning/Execution
- Presented two high school seniors a \$1,000 scholarship on May 31st at the St. Helens High School Awards Ceremony on behalf of the Volunteer Association
- Joined the South County Chamber of Commerce
- Archive Social Meeting to discuss pros of it/options/if it makes sense

Continuous Work:

- Uniforms for all staff
- Website updates for both Scappoose Fire District and CRFR
- Continued involvement in the Oregon Fire Recruitment Network
- Constant communication via email, Facebook groups, Active911 to ask for help, send out upcoming dates to remember/etc. for volunteers.
- Social Media/PIO, keeping the community up to date
- Respond to calls for PIO purposes/photos/etc.
- Writing and posting press releases and weekly media reports
- Assist Chief Officers - run errands, send emails on behalf/etc.
- Assist with FF PPE gear collection/turning items in to the uniforms dept.
- Coordination of Recruit academy – January thru June (weekly recruit check ins/weekend check ins, food drop offs, host BBQ's/answer questions/etc.)
- Attend weekly morning/evening drills to answer questions, participate on any level needed and be a face for the organization for volunteer firefighters
- Ongoing Firefighter recruitment & retention

Vacation June 14th thru June 28th



Fire Rescue Equipment NW, LLC
 901 N. Brutscher St. Suite D300
 Newberg, OR. 97132
 503-793-7925
 chris@frenw.com

Date	06/21/19
Estimate No.	2038
Project	

Estimate



Name/Address
Scappoose Rural Fire District P.O. Box 625 Scappoose, OR 97056

ENGINE
TOWER

Item	Description	Quantity	Cost	Total
150.052.134	GCT 3150 Cordless Combi-Tool (1st Generation) w/14.2" Spread, 47k lbs Spread Force, 85k lbs Cut Force (used tool)	1	2,229.00	2,229.00T
151.000.307	Holmatro Battery (new)	2	606.00	1,212.00T
150.182.209	Holmatro 110v Grenline Battery Charger	1	412.00	412.00T
Trade-In	Trade-In Amkus Hydraulic Rescue Tools from Engine		-1,000.00	-1,000.00
158.152.121a	Holmatro DPU30 two tool pump, 60.5lbs w/Honda 3.0HP motor (used pump)	1	2,000.00	2,000.00T
158.572.130	Holmatro CORE Hose, 32' Black	1	985.00	985.00T
158.572.132	Holmatro CORE Hose, 32' Green	1	985.00	985.00T
158.012.060	Holmatro 3260 Spreader, 55lbs w/32" opening & 33,000lbs max spreading force (used tool)	1	1,500.00	1,500.00T
158.012.078u	Holmatro 4050NCT Cutter, 40lbs w/7.125" opening & 208,000lbs max cutting force (used tool)	1	1,500.00	1,500.00T
158.032.014a	Holmatro 4350 Telescopic Ram, 40lbs (21" closed to 50.25" open) (used tool)	1	1,000.00	1,000.00T
150.003.105	Holmatro HRS22 NCT Ram Support	1	634.00	634.00T
Trade-In	Trade-In Amkus Hydraulic Rescue Tools from Truck		-2,500.00	-2,500.00
	No Sales Tax		0.00	0.00

Ready for immediate delivery

Total	\$8,957.00
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Oversight Committee Meeting Notes

June 25, 2019 at 5 p.m.

In attendance: Chief Greisen, Mr. Feige, Mr. Sorenson, and Mr. Cairns

The newly signed IGA was discussed. Mr. Sorenson expressed Scappoose Rural Fire District's (SRFD) concern about Appendix 4 - Volunteer Recruitment and Retention Coordinator (VRRC). SRFD did not approve Appendix 4 at their board meeting on June 13. Chief Greisen expressed concern about the need for improved visible presence within the community by the VRRC, as well as adherence to the job duties as outlined in Appendix 4. Chief Greisen said he may pull this program and place the position and supervision of this position under a different employee. Discussion regarding past, present and future supervision for the VRRC disclosed that when supervised by SRFD's former Office Manager, SRFD received better services from the employee and the communication link with SRFD was stronger. Mr. Sorenson suggested the need to reassign supervision from D/C O'Connor. He also stated that he wants the VRRC to do the job she was hired to do, as outlined in Appendix 4.

Mr. Feige said he thought the Oversight Committee was handling the situation incorrectly. He said the VRRC position is a personnel issue, not an IGA issue. He asked why a change has not been made with this person and/or her supervisor. Members of the committee verbally agreed. Mr. Feige also asked if a current review of this person and her supervisor had been completed. If there is a current performance review and it is stellar, removing her from the position will be difficult. He then asked for a review to be completed.

After discussion of options to reassign, terminate, reorganize the job description, and/or change work space, Chief Greisen said he will have a plan to present to the SRFD board by the July meeting. This plan will include clarifying performance expectations, changing her office location, supervision, and the timeline for a review process. Oversight committee members especially want Section 3 of Appendix 4 to be clarified and better managed within her duties at SRFD.

Chief Greisen will also meet with the employee to communicate SRFD's concerns and expectations moving forward. Chief Greisen will then report to CRFR's board and the oversight committee. Performance changes should be made by November, according to Chief Greisen.

Mr. Cairns wants a review every 3 to 6 months. He also suggested that the employee meet with the volunteer association, present her plan for recruitment and retention services for the coming year, and present board members with a monthly report of her activities.

Matrix Consulting Group has been chosen to complete the cooperative service study. Chief Greisen will sign the contract within a few days.

Mr. George Dunkel from Special Districts will have confidential notebooks with all applications for the fire chief position at the July 1 oversight committee meeting. The oversight committee will narrow the applicant field to five. Chief asked if the committee would like him to be available for a month during the transition to a new chief. Mr. Feige said it would depend on the applicant chosen and the start date for the new chief. Chief Greisen may provide an “official” in-person presence to support the chief a few days per week; and an “unofficial” on-call basis may support for a longer period, a month if necessary.

Mr. Feige said that CRFR’s labor union has asked him to present information about the IGA. He talked about asking a second CRFR board member to accompany him.

The committee will meet July 1, 2019 at 5:00 pm at SRFD’s board room.

AGREEMENT BETWEEN
SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
AND

This agreement is made and entered into on this 14th day of June 2019, by and between Scappoose Rural Fire Protection District, hereinafter called "District" and Dalton Paull, hereinafter called "Owner". This agreement is made to ensure fire protection for the improvements on the following land:

TAX LOT# 3N2006006000

ADDRESS: 26085 NW Dixie Mtn Rd.

DESCRIPTION: Property and dwelling
The Owner agrees to pay the District a yearly fee computed on a basis of the yearly property tax rate paid by patrons of the District, multiplied by the value assessed by appropriate county.

The tax rate and the new value each year will establish the fee for each year. If other major structures are added to the Owners' property they will be added to the protected property and will be assessed to calculate the fee. If a new structure is built during a calendar year, it will be protected during that year by the District and added to the valued property for calculation of the fee for the next year.

The fee is payable in full by January 31st of each year this contract is in effect.

The value for the 2019/2020 tax year is: \$ 173,950

The tax rate for 2019/2020 tax year is: 2.3545%

This agreement is in force from: June 14th 2019.
The agreement will be renewed automatically each year. The agreement may be cancelled by either party, with or without cause. If the agreement is cancelled by the owner during a calendar year, there will be no return of the unearned portion of the fee.

The owner agrees to sign an agreement and request to annex to the District, which may be exercised by the District at any time and in accordance with this agreement.

The owner agrees to pay all filing fees for this agreement with the appropriate county.

DATED THIS 14th DAY OF June, 2019.



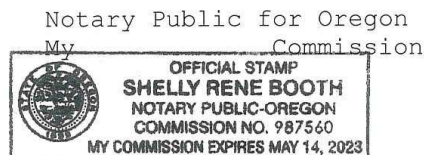
Owner

Owner

Personally appeared the above named and acknowledged the foregoing instrument to their voluntary act and deed. Before me this 14 day of June, ~~2001~~ 2019 SRB

Shelly R Booth

Expires: May 14, 2023
ACCEPTED BY:



Board of Directors Member
Scappoose Fire District

CONSENT TO ANNEXATION AGREEMENT WITH SCAPPOOSE FIRE DISTRICT

RECITALS:

1. This agreement is made by and between Dalton Paul (hereafter referred to as Owner) and the Scappoose Rural Fire Protection District (hereafter referred to as District).

2. The Owner owns the following described real property attached as Exhibit "A".

3. The Owner and the District have entered into an agreement whereby the District will provide fire protection and emergency medical services to the property described in Exhibit "A" on a contractual basis. As part of that agreement, District has requested the Owner to submit a consent to annexation agreement.

AGREEMENT:

1. The Owner consents to annexation of the property to the Scappoose Rural Fire Protection District.

2. This consent may be used by the District in initiating proceedings for annexation of the property to the District under applicable law. Such annexation proceedings may be for annexation of the property itself or of the property together with other territory. Owner agrees not to protest or challenge such an annexation if initiated by the District.

3. This consent to annexation agreement is binding on the Owner and the Owner's heirs, assigns, and successors in interest and runs with the land.


4. In the event action is instituted to enforce any term of this consent to annexation agreement, the prevailing party shall recover from the losing party reasonable attorney fees incurred in such action as set by the trial court and, in the event of appeal, as set by the appellate courts.

TAX # R820794

ADDRESS: 26085 NW Dixie Mtn RD

DESCRIPTION: Property and dwelling

DATED THIS 14th DAY OF June 2019.


Owner

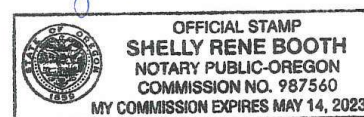
Personally appeared the above named and acknowledged the foregoing instrument to their voluntary act and deed. Before me this 14 day of June 2019.

Shelly R Booth
Notary Public for Oregon
My Commission expires:
May 14, 2023

ACCEPTED BY:

Board of Directors Member
Scappoose Fire District

RETURN TO:
SCAPPOOSE FIRE DISTRICT
PO BOX 625
SCAPPOOSE, OR 97056





General Information

interactive maps
map gallery
contacts
other gis links
frequently asked questions

Property Search

property / taxlot
tax maps

Survey Search

Land Services

Building Services

Assessment & Taxation Report

General Property Information

Site Address: 26085 NW DIXIE MOUNTAIN RD. SCAPPOOSE OR, 97056
Tax Lot ID: 3N200C006000
Property Account ID: R820794,
Property Classification: 4010 - NON-SPECIALLY ASSESSED - RURAL RESIDENTIAL ZONE (AF5/AF10) - IMPRO - [See full list of Codes](#)
Neighborhood Code: 3N34
Latitude / Longitude: 45.7055185 / 122.950153
2009-2010 Tax Statement: [R820794.pdf](#)
2010-2011 Tax Statement: [R820794.pdf](#)
2011-2012 Tax Statement: [R820794.pdf](#)
2012-2013 Tax Statement: [R820794.pdf](#)
2013-2014 Tax Statement: [R820794.pdf](#)
2014-2015 Tax Statement: [R820794.pdf](#)
2015-2016 Tax Statement: [R820794.pdf](#)
2016-2017 Tax Statement: [R820794.pdf](#)
2017-2018 Tax Statement: [R820794.pdf](#)
2018-2019 Tax Statement: [R820794.pdf](#)

Sales / Deed Information

Sale Date	Sale Instrument	Deed Type	Sale Price
10/17/2018	2018071936	WARRANTY DEED	\$500,000
//			\$0
//			\$0

Assessed Values for Account R820794

Roll Date: 09/27/2018
Taxcode: 117.02
Market Land Value: \$258,640
Market Bldg Value: \$76,870
Special Market Value: \$0
Market Total Value: \$335,510
Taxable Assessed Value: \$173,950
Legal: Lot:
Lot Size: A&T Acres: 10.20
Bldg Sq Ft: 1432
Year Built: 1981

Improvement Information

Total Improvement Value: \$76,868
Plumbing: BATH=1
Bedrooms

Improvement Details

Description	Value	Square Feet
ATTIC COMP FINISH	\$8,240	300
DRIVEWAY CONCRETE	\$1,160	700
MAIN AREA	\$57,250	1132
MULTIPURPOSE BUILDING	\$3,468	600
MULTIPURPOSE BUILDING	\$3,260	480
OPEN PORCH ROOFED	\$3,490	180

2019 **Information Advisory**

All property assessment information presented about the 2019 tax year is unedited and uncertified. This information is subject to change, furnished as reference data only and should not be used to calculate or prorate taxes.

Disclaimer

Every effort has been made to offer the most current and correct information possible on these pages. The information included on these pages has been compiled by County staff from a variety of sources, and is subject to change without notice. Washington County makes no warranties or representations whatsoever regarding the quality, content, completeness, accuracy or adequacy of such information and data. Washington County reserves the right to make changes at any time without notice. Original records may differ from the information on these pages. Verification of information on source documents is recommended. By using this application, you assume all risks arising out of or associated with access to these pages, including but not limited to risks of damage to your computer, peripherals, software and data from any virus, software, file or other cause associated with access to this application. Washington County shall not be liable for any damages whatsoever arising out of any cause relating to use of this application, including but not limited to mistakes, omissions, deletions, errors, or defects in any information contained in these pages, or any failure to receive or delay in receiving information.

Dalton Paul

26085 Dixie Mt

would like private fire contract

One of the F. Ch's

will have to go

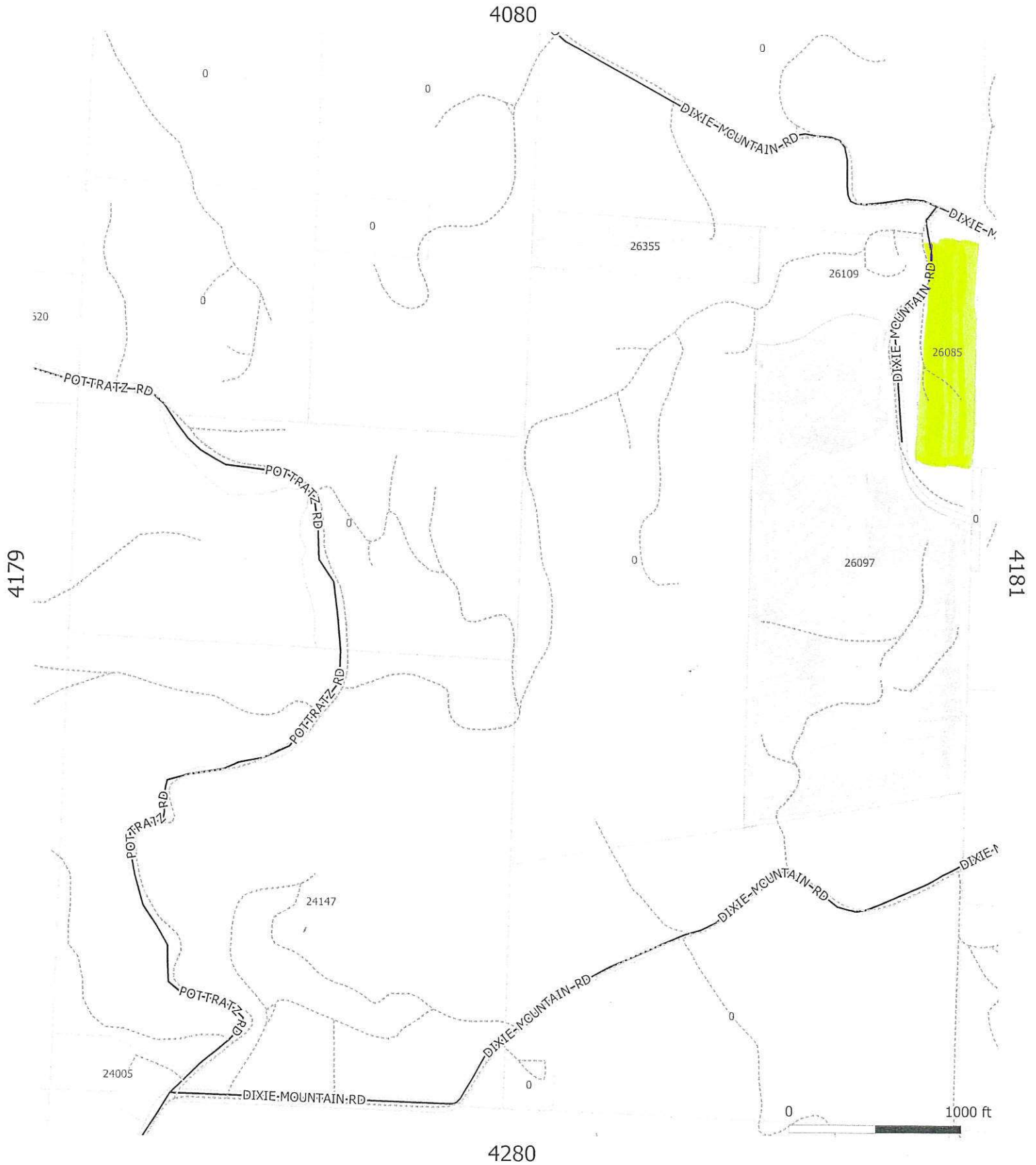
to property & look

@ driveway

503-901-8661

503-285-8563

4180



3N2W32

9/29/2012



AGREEMENT FOR USE OF SUBSCRIPTION MATERIAL

Agency's Name: Columbia River Fire & Rescue -
Agency's Address: Scappoose Fire District
270 Columbia Blvd.
St. Helens, Oregon 97051
Attention: Chief Eric Smythe

Lexipol's Address: 2801 Network Blvd., Suite 500
Frisco, TX 75034
Attention: Jeffrey Hopper

Effective Date: _____
(to be completed by Lexipol upon receipt of signed Agreement)

The Agreement for Use of Subscription Material is between Lexipol, LLC, a Delaware limited liability company ("**Lexipol**"), and the Agency identified above. The Agreement consists of (a) this cover sheet; (b) **Exhibit A** (Subscriptions and Services Being Purchased and Related Fees) attached to this cover sheet, (c) **Exhibit B** (General Terms and Conditions) attached to this cover sheet, and (d) **Exhibit C** (Scope of Services) attached to this cover sheet. Capitalized terms that are used in Exhibit A and not defined therein shall have the respective meanings given to them in Exhibit B.

AGENCY

Signature: _____
Print Name: _____
Title: Fire Chief, Columbia River Fire and
Rescue/Scappoose Fire District
Date Signed: _____

Signature: _____
Print Name: _____
Title: Board President, Scappoose Fire District
Date Signed: _____

LEXIPOL, LLC

Signature: _____
Print Name: Van Holland
Title: Chief Financial Officer
Date Signed: _____

Signature: _____
Print Name: _____
Title: Board President, Columbia River Fire and
Rescue
Date Signed: _____

EXHIBIT A

SUBSCRIPTIONS BEING PURCHASED AND SUBSCRIPTION FEES

Agency is purchasing the following:

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Fire Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/Fire Operations Procedures (12 Months)	USD 10,332.00	10%	USD 1,033.00	USD 9,299.00
	Subscription Line Items Total			USD 1,033.00	USD 9,299.00
1	Fire Standard Policy Cross-Reference	USD 2,850.00	100%	USD 2,850.00	USD 0.00
	One-Time Line Items Total			USD 2,850.00	USD 0.00
				USD 3,883.00	USD 9,299.00
Discount:					USD 3,883.00
TOTAL:					USD 9,299.00

*Fire pricing is based on 61 Fire Authorized Staff. Cross Reference Professional Services pricing is based on 300 pages.

Discount Notes

10% Multi-Manual Discount, First Year.

No Charge Standard Cross Reference.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. **Definitions.** For purposes of this Agreement, each of the following terms will have the meaning indicated in this Section:

1.1 **Agency's Account.** "***Agency's Account***" means the account by which Agency accesses the Subscription Materials.

1.2 **Agreement.** "***Agreement***" means (a) the cover sheet to which these General Terms and Conditions are attached, (b) Exhibit A (Subscriptions and Services Being Purchased and Related Fees) attached to that cover sheet, (c) these General Terms and Conditions, and (d) Exhibit C (Scope of Services).

1.3 **Initial Term/Contract Year.** "***Initial Term***" means the twelve-month period commencing on the Effective Date and "***Contract Year***" means each twelve-month period commencing on each anniversary of the Effective Date, except as may otherwise be modified by Section 2.1 Term below.

1.4 **Derivative Work.** "***Derivative Work***" means a work that is based on the Subscription Material or any portion thereof, such as a revision, modification, abridgement, condensation, expansion, or any other form in which the Subscription Material or any portion thereof may be recast, transformed, or adapted. For purposes of this Agreement, a Derivative Work also includes any compilation that incorporates any portion of the Subscription Material. Further, "***Derivative Work***" includes any work considered a "derivative work" under United States copyright law.

1.5 **Effective Date.** "***Effective Date***" means the date specified on the cover sheet to which these General Terms and Conditions are attached.

1.6 **Subscription Materials.** "***Subscription Materials***" means the policy manuals, supplemental policy publications, daily training bulletins and other materials provided by Lexipol to Agency from time to time during the term of this Agreement under the subscriptions purchased by Agency as specified in Exhibit A.

2. **Term and Termination.**

2.1 **Term.** This Agreement is effective upon the execution and delivery of this Agreement by both Lexipol and Agency, and shall continue in effect until the expiration of the Initial Term; provided, however, that the term of this Agreement will automatically be extended for successive one-year periods thereafter (each a Contract Year), unless either party gives written notice to the other party to the contrary not less than thirty (30) days prior to the expiration of the Initial Term or the then current Contract Year, as the case may be. Notwithstanding the foregoing, however, this Agreement will be subject to termination as provided in Section 2.2 below.

2.2 **Termination.** This Agreement may be terminated by either party, effective immediately, (a) in the event that the other party fails to discharge any obligation or remedy any default under this Agreement for a period of more than thirty (30) calendar days after it has been given written notice of such failure or default; or (b) in the event that the other party makes an assignment for the benefit of creditors or commences or has commenced against it any proceeding in bankruptcy, insolvency or reorganization pursuant to the bankruptcy laws of any applicable jurisdiction.

2.3 **Effect of Expiration or Termination.** Upon the expiration or termination of this Agreement, all of the rights granted to Agency by this Agreement to the subscriptions identified on Exhibit

A shall automatically terminate. The termination or expiration of this Agreement shall not, however, relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration. The right to terminate this Agreement pursuant to Section 2.2 above shall be in addition to, and not in lieu of, any other remedy, legal or equitable, to which the terminating party shall be entitled at law or in equity. The provisions of Sections 1 (Definitions), 4 (Copyright; Derivative Works; Lexipol's Ownership), 5 (Right to Use; Limitations on Use of Subscription Material and Derivative Works), 7 (Privacy Policy), 8 (Policy Adoption), 9 (Disclaimer of Liability), 10 (Limitation of Liability), 13 (Miscellaneous), and this Section 2.3 shall survive the expiration or termination of this Agreement for any reason whatsoever.

3. Subscription Fees, Etc.

3.1 Subscription Fee/Invoicing. Lexipol will invoice Agency at the commencement of the Subscription Service (Initial Term) and thirty (30) days prior to the date for each Contract Year (refer to 2.1 above). Agency will pay to Lexipol the subscription fee specified on Exhibit A within thirty (30) days following Agency's receipt of the invoice for such subscription and renewal fees. All invoices will be sent to Agency at the address for Agency specified on the cover sheet to which these General Terms and Conditions are attached. All payments will be made to Lexipol at the address for Lexipol specified on the cover sheet to which these General Terms and Conditions are attached. Lexipol reserves the right to increase pricing for subsequent Contract Years.

3.2 Taxes; Past Due Amounts. All amounts required to be paid under this Agreement, unless otherwise stated on Exhibit A, are exclusive of all taxes and similar fees now in force or enacted in the future imposed on the subscriptions purchased by Agency under this Agreement and/or delivery by Lexipol to Agency of Subscription Material, all of which Agency will be responsible for and will pay in full, except for taxes based on Lexipol's net income. In the event any amount owed by Agency is not paid when due, and such failure is not cured within ten (10) days after written notice thereof from Lexipol, then in addition to any other amount due, Agency shall pay a late payment charge on the overdue amount at a rate equal to the lower of (a) one percent (1%) per month, or (b) the highest rate permitted by applicable law.

4. Copyright; Derivative Works; Lexipol's Ownership. Agency acknowledges and agrees that the Subscription Material is a proprietary product of Lexipol, protected under U.S. copyright law, and that Lexipol reserves all rights not expressly granted in this Agreement. Subject to the terms and conditions contained in this Agreement, Lexipol hereby grants Agency the right to prepare Derivative Works, except as limited by the terms of this agreement; provided, however, that Agency acknowledges and agrees that Lexipol will be the sole owner of all right, title and interest in and to all Derivative Works prepared by or for Agency, including all copyrights and other intellectual property and proprietary rights therein or pertaining thereto, and Agency hereby assigns and transfers to Lexipol all right, title and interest in and to all Derivative Works prepared by or for Agency, including all copyrights and other intellectual property and proprietary rights therein or pertaining thereto. Agency will not remove from any copies of the Subscription Material provided by Lexipol to Agency any copyright notice or other proprietary notice of Lexipol appearing thereon, and shall include such copyright and other notices at the appropriate place on each copy of the Subscription Material and each copy of any Derivative Work made by or for Agency, in any form.

5. Right to Use; Limitations on Use of Subscription Material and Derivative Works. Subject to the terms and conditions contained in this Agreement, Lexipol hereby grants to Agency a perpetual, personal, fully paid-up, right to use, except as limited by the terms of this agreement the Subscription Material and any Derivative Works prepared by or for Agency, solely for the Agency's internal purposes. Agency will not use, copy, republish, lend, distribute, post on servers, transmit, redistribute, display, in whole or in part, by any means or medium, electronic or mechanical, or by any information storage and retrieval system, any Subscription Material or any Derivative Work prepared by or for Agency other than as expressly authorized by the immediately preceding sentence. Without limiting the generality of the foregoing, Agency will not import, upload, or otherwise make available any

Subscription Material or any Derivative Work prepared by or for Agency into or onto any third party knowledge, document, or other content management system or service without Lexipol's prior written consent. The foregoing does not, however, prohibit or restrict Agency from providing Subscription Material or Derivative Works prepared by or for Agency pursuant to an order from a court or other governmental agency or other legal process, or Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request, nor does it prohibit or restrict Agency from displaying the adopted/approved final policy document on a publicly accessible website for official Agency purposes, so long as Agency includes the appropriate copyright and other proprietary notices on such final policy document as required by Section 4 above.

6. Account Security. Agency is solely responsible for maintaining the confidentiality of Agency's user name(s) and password(s) and the security of Agency's Account. Agency will not permit access to Agency's Account, or use of Agency's user name(s) and/or password(s) by any person or entity other than authorized Agency personnel. Agency will immediately notify Lexipol in writing if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's Account or Agency's user name(s) and/or password(s).

7. Privacy Policy. Lexipol will hold all information Agency provides in confidence unless required to provide information in accordance with an order from a court or other governmental agency or other legal process such as a Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request. Lexipol will use commercially reasonable efforts to ensure the security of information provided by Agency. Lexipol's system also uses Secure Socket Layer (SSL) Protocol for browsers supported by Lexipol application(s). SSL encrypts information as it travels between the Agency and Lexipol. However, Agency acknowledges and agrees that Internet data transmission is not always 100% secure and Lexipol does not warrant or guaranty that information Agency transmits utilizing the Lexipol system or online platform is 100% secure.

Agency acknowledges that Lexipol may provide view-only access and summary information (including but not limited to, status of number of policies developed or in development, percentage of staff reviews of developed policies, and percentage of DTBs taken) to the Agency's affiliated Risk Management Authority, Insurance Pool or Group, or Sponsoring Association, if they are actively funding their member Agencies' Subscription Fees.

8. Policy Adoption. Agency hereby acknowledges and agrees that any and all policies and Daily Training Bulletins (DTBs) included in the Subscription Material provided by Lexipol have been individually reviewed, customized and adopted by Agency for use by Agency. Agency further acknowledges and agrees that neither Lexipol nor any of its agents, employees or representatives shall be considered "policy makers" in any legal or other sense and that the chief executive of Agency will, for all purposes, be considered the "policy maker" with regard to each and every such policy and DTB.

9. Disclaimer of Liability. Agency acknowledges and agrees that Lexipol its officers, agents, managers, and employees will have no liability to Agency or any other person or entity arising from or related to the Subscription Materials, or any act or omission by Agency or its personnel pursuant to, or in reliance on, any of the Subscription Materials.

10. Limitation of Liability. Lexipol's cumulative liability to Agency and any other person or entity for any loss or damages resulting from any claims, demands, or actions arising out of or relating to this Agreement or the use of any Subscription Materials shall not exceed the subscription fees actually paid to Lexipol for the use of the Subscription Materials under this Agreement during the twelve-month period immediately prior to the assertion of such claim, demand or action. In no event shall Lexipol be liable for any indirect, incidental, consequential, special, or exemplary damages or lost profits, even if Lexipol has been advised of the possibility of such damages. The limitations set forth in this Section shall apply whether Agency's claim is based on breach of contract, tort, strict liability, product liability or any other theory or cause of action.

11. Non-Transferability. The subscriptions and rights to use the Subscription Material granted by this Agreement are personal to Agency and Agency shall not assign or otherwise transfer the same to any other person or entity.

12. Confidentiality. From time to time during the term of this Agreement, either party may be required to disclose information to the other party that is marked "confidential" or the like, or that is of such a type that the confidentiality thereof is reasonably apparent ("Confidential Information"). The receiving party will: (a) limit disclosure of any Confidential Information of the other party to the receiving party's directors, officers, employees, agents and other representatives (collectively "Representatives") who have a need to know such Confidential Information in connection with the business relationship between the parties to which this Agreement relates, and only for that purpose; (b) advise its Representatives of the confidential nature of the Confidential Information and of the obligations set forth in this Agreement and require such Representatives to keep the Confidential Information confidential and to use it only as permitted by this Agreement; (c) keep all Confidential Information confidential by using a reasonable degree of care, but not less than the degree of care used by it in safeguarding its own confidential information; and (d) not disclose any Confidential Information received by it to any third party (except as otherwise provided for herein). Notwithstanding the foregoing, however, a party may disclose Confidential Information of the other party pursuant to any governmental, judicial, or administrative order, subpoena, discovery request, regulatory request, or Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request, or similar method, provided that the party proposing to make any such disclosure will promptly notify, to the extent practicable, the other party in writing of such demand for disclosure so that the other party may, at its sole expense, seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of the Confidential Information. Each party shall be responsible for any breach of this Section by any of such party's Representatives.

Miscellaneous.

13.1 Governing Law. This Agreement shall be construed in accordance with, and governed by, the laws of the State of California, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

13.2 Entire Agreement. This Agreement embodies the entire agreement and understanding of the parties hereto and hereby expressly supersedes any and all prior written and oral agreements and understandings with respect to the subject matter hereof, including without limitation any and all agreements and understandings pertaining to the use of the Subscription Materials by Agency. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied in this Agreement. Terms and conditions set forth in any purchase order, or any other form or document of Agency, which are inconsistent with, or in addition to, the terms and conditions set forth in this Agreement, are hereby objected to and rejected in their entirety, regardless of when received, without further action or notification by Lexipol, and shall not be considered binding on Lexipol unless specifically agreed to in writing by it.

13.3 Headings. The captions and other headings contained in this Agreement are for convenience only and shall not be considered a part of or affect the construction and interpretation of any provision of this Agreement.

13.4 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same document.

13.5 Amendment. No amendment, modification, or supplement to this Agreement shall be binding unless it is in writing and signed by the party sought to be bound thereby.

13.6 Attorneys' Fees. If any action is brought by either party to this Agreement against the other party regarding the subject matter hereof, the prevailing party shall be entitled to recover, in addition to any other relief granted, reasonable attorneys' fees and expenses of litigation.

13.7 General Interpretation. The language used in this Agreement shall be deemed to be the language chosen by the parties hereto to express their mutual intent. This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument or any portion thereof to be drafted, or in favor of the party receiving a particular benefit under the Agreement. No rule of strict construction will be applied against any person or entity.

13.8 Notices. Any notice required by this Agreement or given in connection with it, shall be in writing and shall be given by personal delivery, by certified mail, postage prepaid, or by recognized overnight delivery service to the appropriate party at the address of such party stated on the cover sheet to which these General Terms and Conditions are attached, or such other address as such party may indicate by a notice delivered to the other party in accordance with the terms of this Section. Alternatively, electronic mail or facsimile notice is acceptable when acknowledged by the receiving party.

13.9 Invalidity of Provisions. Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof. Further, if a court of competent jurisdiction finds any provision of this Agreement to be invalid or unenforceable, then the parties agree that the court should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

13.10 Waiver. Lexipol's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

End of General Terms and Conditions

EXHIBIT C

Scope of Services

Policy Manual

Legally defensible, up-to-date policies are the foundation for consistent, safe public safety operations and are key to lowering liability and risk. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Fire Operations Procedures

- More than 20 best practice procedures designed to support safe operations
- Procedures address the operations most often cited as contributing to firefighter injury or death as well as the most common call types
- Scenario-based training reinforces live training
- Mobile-friendly decision trees make it easy to review a procedure on the way to a call

Standard Policy Cross-Reference

Making the transition to Lexipol starts with understanding how your agency's current policy content compares with Lexipol's master policy content. Our Standard Policy Cross-Reference service provides a logical method to distinguishing between the two.

- Analysis of your existing policies and procedures to identify content similar to Lexipol's state specific master content, as well as content unique to your jurisdiction and not covered within the Lexipol manual
- Your existing policies returned with annotations and tips to integrate into the Lexipol master content
- One-on-one review with your agency to discuss the cross-reference report



THANK YOU

Scappoose Fire Crew,

Thank you so much for your quick response to our recent fire emergency. We appreciate all of your dedication to keeping the community safe.

Bart & Janet Grabhorn

THANK YOU

Dear Scappoose Volunteer Firefighters
Association,

Of course first of all I want to
truly thank you for awarding me
this scholarship. It will go a long
way to help me succeed in the
future without a mountain of
student debt.

But for something else I want to thank
everyone at the Fire department who
was there helping me grow up.
I have so many memories from going
to drill with my mom, and I know it
had a big part in shaping who I am now.
So truly thank you, Laura Stanley