

# **AGENDA**

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, September 12, 2019, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
  - A. Minutes from August 8, 2019 Regular Board meeting
  - B. Bills to be approved September 12, 2019
  - C. Budget vs. Actual a/o August 31, 2019
- IV. REPORTS
  - A. Chiefs' Reports
  - B. Other Reports & Meeting Minutes
  - C. Miscellaneous
- V. OLD BUSINESS
  - A. Awards & Incentives Committee
  - B. Management Team Committee
  - C. Planning Committee
  - D. Oversight Committee
- VI. NEW BUSINESS –
  - A. Surplus hose
  - B. Turnout purchase proposal
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

# **Chief Greisen's Agenda Review**

## **9/12/2019**

### **Opening of meeting**

I open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, September 12, 2019 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 will entertain a motion to approve the consent agenda.

### **REPORTS** - In Dropbox

**Chiefs' Reports -**

**Other Reports & Meeting Minutes -**

**Miscellaneous -**

### **OLD BUSINESS**

**Awards & Incentives Committee –**

**Management Team Committee –** meets before board meeting.

**Planning Committee –**

**Oversight Committee –**

### **NEW BUSINESS** –

Surplus hose – in Dropbox

Turnout purchase proposal – in Dropbox

**Good of the Order –**

**REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, AUGUST 8, 2019, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.**

**ATTENDANCE:** Board members: D. Grant, D. Graham, A. Kriek and D. Sorenson

**ALSO PRESENT:** Fire Chief M. Greisen, D/C J.Marks, D/C J.Pricher, D/C E. Holsey, D/C E.Smythe, D/C J.Pricher and J. Salisbury

**AUDIENCE:** Lt. S.Nielson, Lt. B.Heuer, J.Motherway, and K. Niles (CRFR Board).

**CALL TO ORDER:** President Graham called the meeting to order at 7:00 p.m. and led the flag salute.

**CONSENT AGENDA:** President Graham opened discussion on the consent agenda items. Mr. Sorenson moved and Mr. Grant seconded approval of the consent agenda. Mr. Sorenson asked whether the chief interview expenses were being shared with CRFR. Chief Greisen said that those costs would be shared.

The motion to approve the consent agenda carried unanimously.

**CHIEFS' REPORTS:**

Fire Chief Report. Matrix Consulting Group is coming August 27- 29, 2019 and will meet with all Board members and Chief Officers.

The Volunteer Pancake Feed was very successful. The lines were so long that some people left because they didn't want to wait. Over 1300 people were served and \$12,000 raised.

Training Chief Report. Volunteer and career staff are being trained in the old middle school before it is demolished.

Safety/Resource Chief Report. Scappoose Station parking lot has been seal-coated. Chapman will be done Friday, August 9, 2019 so that it is ready for the Open House on Sunday. The organization chart is for B shift, because Chief O'Connor oversees that shift. Training on MS365 was completed and Chief O'Connor will request a follow-up training for those who missed it in July or have additional questions.

Fire Marshal Report. 18 buildings are going in behind the new Legacy building in St. Helens. These buildings will house 220-230 units with the 18<sup>th</sup> building designated a community building.

Chief Pricher answered questions about a regional grant application that will develop an aviation program for the 5-county region. The grant will include training standards and procedures resulting in an FAA Certificate of Authorization that will allow special procedures for flights. This technology is used by many entities within the 5-county region. The money is expected to be released this fall. The Request for Proposals is now in the planning stage.

Chief Pricher relayed information about his recent conflagration in Alaska. He started in Fairbanks and finished in Talkeetna. His crew was managing two different fires while there.

Operations Chief Report . CRFR calls have plateaued, largely thanks to the Community Paramedic program. She has reduced the number of repeat calls by the same people. This is the third year of the program, and the grant funds have ended. The insurance companies are interested in helping pay for this because it saves them money in hospital visits.

Volunteer Recruitment Coord. The Chapman Open House was posted on Facebook and a mailing was sent to the community.

Miscellaneous. Chief Greisen explained that the District will lose about \$30,000 in the approved urban renewal district. He requested that the Board sign a letter opposing it. All of the City Council members support the urban renewal district. The county will lose money. Mr. Grant moved and Mr. Sorenson seconded the plan to send a letter to the City opposing the urban renewal district.

The motion for the Board to collectively sign a letter to the City Council opposing the urban renewal district passed unanimously.

## **OLD BUSINESS**

- A. Awards & Incentives Committee – No meeting.
- B. Management Team Committee – An EMS hardship request was discussed and more information was requested. This will probably come before the board at the next meeting.
- C. Planning Committee – No meeting. Mr. Kreick requested a meeting before Chief Hoke starts to establish the status of the strategic plan.
- D. Oversight Committee The Committee needs to meet before September to discuss a letter received and also the new Fire Chief's contract. Mr. Sorenson is out of town 9/1 – 9/18/2019. Mr. Cairns returns August 19<sup>th</sup>. The next regular meeting of the Oversight Committee is Monday, August 26<sup>th</sup>. Mr. Sorenson said that Chief Hoke wants to find a home equidistant between the Scappoose and CRFR main stations. He has told George Dunkel that the residency requirement in Scappoose board policy is negotiable. Chief Greisen suggested August 21 or 22 as a possible meeting date for the Oversight Committee. He will contact those involved.

**NEW BUSINESS:**     None

**AUDIENCE:**     None.

**GOOD OF THE ORDER:** The board reviewed a thank you note. President Graham expressed appreciation for the District transport of a family member.

**ADJOURNMENT:** President Graham adjourned the meeting at 7:52 p.m.

Signed this 12<sup>th</sup> day of September, 2019.

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David Graham, President

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Ron Cairns, Vice President

09/12/19

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
<b>1..GENERAL FUND EXPENDITURES</b>			
1...			
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>			
<b>550 Insurance</b>			
08/27/2019	HRA VEBA Trust	HRA VEBA Trust for health care	9,546.30
08/29/2019	Paychex Payroll	Flex spend health ins cashout	13,704.67
08/30/2019	Paychex - tax	ER Work Benefit	62.66
09/03/2019	HRA VEBA Trust	HRA VEBA Trust for health care	821.53
09/12/2019	Special Districts Insur...	Sec 125 contributions	1,012.15
09/12/2019	Special Districts Insur...	October health insurance pmt	18,750.76
09/12/2019	Standard Insurance	Life & LTD Insurance	78.06
Total 550 Insurance			43,976.13
<b>560 Personnel Salaries</b>			
08/19/2019	American General Lif...	Insurance Premium	59.85
08/27/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
08/29/2019	Oregon Dept. of Justice	PR deduction	805.00
08/29/2019	Paychex Payroll	Deferred compensation	4,171.00
08/29/2019	Paychex Payroll	FLSA OT	1,793.64
08/29/2019	Paychex Payroll	FF incentives	2,241.12
08/29/2019	Paychex Payroll	Longevity	1,121.45
08/29/2019	Paychex Payroll	Phone Pay	150.00
08/29/2019	Paychex Payroll	Shift differential	44.79
08/29/2019	Paychex Payroll	Overtime	23,231.28
08/29/2019	Paychex Payroll	Balance of net pay	72,581.93
08/30/2019	Paychex - tax	Employee taxes withheld	47,689.72
09/03/2019	Curio, Kathryn	Catchup on 7/22/19 Reg pay incre...	562.34
09/03/2019	Curio, Kathryn	Catchup on 7/22/19 OT pay increa...	48.31
09/03/2019	Voya-State of Oregon...	Oregon Savings & Growth Plan	13,606.81
09/10/2019	P.E.R.S.	Employee 6% IAP plus unit contrib...	11,049.61
09/12/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
09/12/2019	Pacific Athletic Club	Employee PR deduction	5.00
09/12/2019	Tualatin Valley Fire Fi...	2019 union dues from PR deductio...	1,552.37
09/12/2019	Inroads Credit Union	Staff food fund--PR deductions	530.00
Total 560 Personnel Salaries			181,679.10
<b>570 SocSec/Medicare(FICA)</b>			
08/30/2019	Paychex - tax	Emplr FICA	14,967.59
Total 570 SocSec/Medicare(FICA)			14,967.59
<b>580 Volunteer Services</b>			
08/09/2019	COSTCO Wholesale	Chapman open house food	611.12
08/11/2019	Chevron	Chapman open house	3.72

09/12/19

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
08/27/2019	S.V.F.A.	volunteer programs	2,400.00
09/12/2019	DocuMart Printing & ...	668 Chapman open house postcar...	1,340.08
09/12/2019	Pizza Vendor	8/28 membership mtg	74.45
09/12/2019	Pizza Vendor	9/4/19 vol assoc dinner	144.95
09/12/2019	Meres, Angie	Aug volunteer mileage	125.28
09/12/2019	Greenup, Cade	reimb cell phone	34.00
Total 580 Volunteer Services			4,733.60
<b>590 Personnel Benefits</b>			
08/27/2019	Oregon Occupational ...	Comfort & Chaffeur physicals	189.00
09/10/2019	P.E.R.S.	Employer PERS	45,911.85
09/12/2019	Occup.Safety Health ...	K.Comfort physical	262.00
09/12/2019	Anytime Fitness	Oct Fitness dues-J.Salisbury	33.00
09/12/2019	Pacific Athletic Club	Oct fitness dues; J. Marks	40.00
Total 590 Personnel Benefits			46,435.85
Total 1.1 GENERAL FUND PERSONNEL SVCS			291,792.27
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>			
<b>670 Contract Services</b>			
08/27/2019	CRFR	50% 2019-20 Volunter Coord	4,418.08
08/27/2019	CRFR	50% 2019-20 Lexipol subscription	4,649.50
08/27/2019	Systems Design	64 transports July2019 + postage	1,474.55
09/12/2019	CRFR	50% Vol Coord	4,418.08
09/12/2019	Sasek, Dean MD	physician adviser svcs	691.67
Total 670 Contract Services			15,651.88
<b>680 Communications Maintenance</b>			
08/27/2019	Complete Wireless S...	replace cracked radio battery	601.25
Total 680 Communications Maintenance			601.25
<b>720 Public Fire Services</b>			
08/09/2019	Stamp Connection.com	HD self inking stamp-Maltese cross	111.95
08/22/2019	International Code Co...	Fire Codes & Standards	139.00
08/30/2019	A.U.V.S.I.	3 yrs dues-Assoc.Unmanned.Vehi...	308.00
09/12/2019	Dahlgren's Do It Best ...	fire investigation supplies	49.95
Total 720 Public Fire Services			608.90
<b>740 Uniforms</b>			
08/13/2019	Texas Jeans USA Inc	2 pr Type I FF pants - Nielson	250.97
08/29/2019	Danner Shoe Mfg. Co...	return shipping charge	9.04

## Scappoose Rural Fire District

## Itemized Account Activity

August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
Total 740 Uniforms			260.01
<b>750 Maintenance on Equipment</b>			
08/10/2019	Amazon	3 Husqvarna saw fuel caps	27.51
08/16/2019	Autel Robotics	EVO Battery & Charging Hub	164.00
08/16/2019	Amazon	2 pkg Earplugs (200/pkg)	53.68
08/16/2019	Amazon	8 APC UPS battery replcmts comp...	652.62
08/17/2019	Davis Lock & Key	fireboat keys	50.00
08/23/2019	Amazon	plug and connector jack	18.52
08/27/2019	Wilcox & Flegel	404.6 gal diesel	825.34
08/27/2019	Wilcox & Flegel	300 gal unleaded	849.63
08/27/2019	CRFR	'08 F150 pickup--repair brakes cha...	723.58
08/27/2019	CRFR	'05 ChevSub--replace thermostat	110.93
08/27/2019	CRFR	E432 - fix ladder rack operation	356.25
08/27/2019	CRFR	4301: replace seat cushion foam	672.44
08/27/2019	Fast Lube and Oil	Oil change '15 GMC truck	71.90
08/27/2019	Sunset Auto Parts	window switch	74.39
08/29/2019	Chevron	Fuel 4380 - 26.6 gal	85.08
09/12/2019	Fast Lube and Oil	Oil change - Impala	36.95
09/12/2019	Wilcox & Flegel	500.1 gal diesel	1,064.01
09/12/2019	Sunset Auto Parts	radiator cap	6.69
09/12/2019	Sunset Auto Parts	2 strip crimp cuts	39.98
09/12/2019	Sunset Auto Parts	2 16 bit RTCHT SCRWDREV	47.98
09/12/2019	Sunset Auto Parts	windshield wash & antifreeze	45.48
09/12/2019	Interstate Batteries	2 31 MHD batteries	239.90
09/12/2019	Interstate Batteries	1 31 MHD battery	119.95
Total 750 Maintenance on Equipment			6,336.81
<b>760 Administration</b>			
08/13/2019	Flora Designs	3 sympathy gifts-Hales family	150.00
08/13/2019	Amazon	10 TEKTON 6580 auto center punch	66.50
08/14/2019	US Bank	Service Chg(incl. stop payments)	55.95
08/22/2019	2checkout	WinX HD Video Converter (Mac)	39.95
08/24/2019	Safeway	career officers' mtg food	25.19
08/25/2019	Fred Meyer	Vol Company officers mtg food @ ...	27.53
08/27/2019	Ace Hardware - Scap...	clear packaging tape	15.18
08/27/2019	Salisbury, Janine	reimb recording fire contract	93.23
08/27/2019	Engraving Emporium,...	7 plates for perpetual plaques--ma...	49.00
08/27/2019	Grove Mueller & Swa...	interim billing for annual audit	5,000.00
08/27/2019	Pizza Vendor	8/14 safety mtg	73.10
08/27/2019	Fred Meyer	Red Flag meal	55.70
08/30/2019	Paychex Invoice	Aug2019 reg PR svcs	191.90
09/01/2019		LGIP transfer fee	0.05
09/03/2019	Elavon Visa Processing	Aug Visa processing fees	112.63

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Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
09/12/2019	Legacy Laboratory	Hoke screens	39.00
Total 760 Administration			5,994.91
<b>765 Information Technology</b>			
08/09/2019	Apple iTunes	iCloud storage	2.99
08/22/2019	CenturyLink	Holbrook station internet	60.00
08/22/2019	CenturyLink	Main station backup internet	70.00
08/27/2019	AT&T Mobility	wireless phones	348.40
08/27/2019	City of Portland	800 MHz access	131.70
08/27/2019	Comcast	Acct#8778 10 202 0633936	241.85
08/27/2019	Pacific Office Automa...	monthly charge	39.60
08/27/2019	TriZetto Provider Solu...	Aug2019 EMS billing fee	101.00
08/27/2019	Maller, Dave	monthly contract work	675.00
08/27/2019	Maller, Dave	roaming profiles work	130.00
08/27/2019	Maller, Dave	network down emergency	195.00
08/27/2019	Maller, Dave	doc migrate Google to MS	130.00
08/27/2019	Maller, Dave	UPS replacemt	130.00
08/27/2019	Maller, Dave	repair Meres email	130.00
08/27/2019	CenturyLink	Chapman internet charge	73.94
08/27/2019	Verizon Wireless	Acct# 672550930	10.02
08/27/2019	Verizon Wireless	Acct# 342023411	533.34
08/27/2019	AT&T Mobility	FirstNet 57754851	176.25
09/03/2019	Apple iTunes	iCloud storage	2.99
09/12/2019	Comcast	Acct#8778 10 202 0633936	241.85
09/12/2019	EMS Technology Sol...	24 fleet mgmt licenses	120.00
09/12/2019	TriZetto Provider Solu...	Sep2019 EMS billing fee	101.00
09/12/2019	Verizon Wireless	Acct# 342023411	533.32
09/12/2019	Verizon Wireless	Acct# 672550930	10.02
Total 765 Information Technology			4,188.27
<b>770 Operating Materials/Suppli</b>			
08/13/2019	Amazon	cleaning supplies	42.91
08/22/2019	Amazon	1 cs Kleenex paper towels	62.29
08/22/2019	Amazon	1 gym wipes antibac refill pk	58.98
08/23/2019	Amazon	1 cs GP Hardwound roll towels	55.32
Total 770 Operating Materials/Suppli			219.50
<b>775 Emerg. Operating Supplies</b>			
08/26/2019	Mystery Ranch Ltd	3 Evil Twin Hose Packs	600.00
08/26/2019	Mystery Ranch Ltd	shipping	29.40
08/27/2019	Fred Meyer	logistics supplies(Gatorade, etc)	99.22
09/12/2019	Seva Technical Servi...	nylon rope & D rings	651.54
09/12/2019	SeaWestern Fire App...	2 Cairns Trad helmet--wht & ylw	509.60

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Cash Basis

## Scappoose Rural Fire District

## Itemized Account Activity

August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
09/12/2019	Ace Hardware - Scap...	dead blow hammer (2 lb) & fasten...	38.99
Total 775 Emerg. Operating Supplies			1,928.75
<b>780 Building &amp; Grounds Maint.</b>			
08/16/2019	Amazon	SRFD server rack VPS	109.95
08/22/2019	Amazon	chair leg floor protectors	18.99
08/22/2019	Source Fitness	body sport std plyo box set	279.00
08/22/2019	Source Fitness	shipping	49.00
08/23/2019	Amazon	spice rack organizer	33.99
08/27/2019	AER Fitness Repair	maintenance on gym equipment	207.00
08/27/2019	Ace Hardware - Scap...	coupling hose for station	6.99
08/27/2019	Crow Water Systems	3 backflow tests	105.00
08/27/2019	Curtis	non-ambient aircheck analysis	156.00
08/27/2019	Paramount Pest Cont...	monthly maint	65.00
08/27/2019	Ace Hardware - Scap...	board room faucet	74.99
08/27/2019	Ace Hardware - Scap...	faucet install supplies	15.18
08/27/2019	Alonzo Yard Mainten...	Holbrook yard maintenance	200.00
08/27/2019	Alonzo Yard Mainten...	Chapman yard maintenance	200.00
09/03/2019	Schweigen, John	sealcoat & stripe Holbrook asphalt	1,987.00
09/03/2019	Schweigen, John	sealcoat & stripe Chapman asphalt	1,548.00
09/10/2019	Ace Hardware - Scap...	station supplies	5.00
09/12/2019	Ace Hardware - Scap...	station supplies	160.31
09/12/2019	Peak Electric Group	install dryer circuit; 4 receptacles	1,695.62
09/12/2019	Scappoose Sand & G...	12 yds basalt	247.44
09/12/2019	Ace Hardware - Scap...	station maintenance	78.15
09/12/2019	Peak Electric Group	boathouse light fixtures & wiring	1,089.50
Total 780 Building & Grounds Maint.			8,332.11
<b>790 Training</b>			
08/14/2019	United Airlines	C.Wacker airfare to symposium	378.60
08/15/2019	Nat'l Fallen Firefighter...	event fee	100.00
08/24/2019	UW Med EMS Traum...	EMS Trauma Conf 9/23-24 Quinn	470.00
08/27/2019	Quinn, Amy	per diem for EMS & Trauma	89.00
08/27/2019	Heuer, Brian M	per diem - Fire Svc Behavioral He...	139.00
08/27/2019	Marks, Joshua	per diem--Fire Svc Behavioral Hea...	139.00
08/30/2019	Oregon Peace Officer...	FTEP Training - Quinn (West Linn)	220.00
09/12/2019	CES - OR	Paramedic tuition: Stober, Nicholas	1,245.00
09/12/2019	Mathews, Keith	training per diem	24.00
Total 790 Training			2,804.60
<b>810 Utilities</b>			
08/27/2019	N.W. Natural Gas	Acct 447881-4	32.87
08/27/2019	CenturyLink	landlines	475.09

09/12/19

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 August 9 through September 12, 2019

Date	Source Name	Memo	Paid Amou...
08/27/2019	City of Scappoose	water and sewer	339.06
08/27/2019	CRPUD	boathouse electricity	34.78
08/27/2019	CRPUD	main station electricity	983.76
08/27/2019	Comcast	Acct#8778 10 202 0162514	32.25
09/12/2019	P.G.E.	electricity for Holbrook station	66.40
09/12/2019	W.O.E.C.	Chapman electricity	338.40
09/12/2019	Waste Management ...	Garbage/Recycling	160.62
Total 810 Utilities			2,463.23
<b>870 EMS Operations</b>			
08/27/2019	Airgas - USA, LLC	cylinder rental	171.10
08/27/2019	Bound Tree Corp.	medical supplies	900.87
08/27/2019	Bound Tree Corp.	medical supplies	255.80
08/27/2019	Bound Tree Corp.	medical supplies	488.77
08/27/2019	Bound Tree Corp.	medical supplies	41.29
08/27/2019	Bound Tree Corp.	medical supplies	24.72
08/27/2019	Environmental Compli...	2 biohazard containers	75.00
08/27/2019	Bound Tree Corp.	epinephrine	239.80
08/27/2019	Life-Assist, Inc.	bandages	115.20
09/11/2019	Bound Tree Corp.	fentanyl	90.00
09/12/2019	Airgas - USA, LLC	cylinder rental	171.10
09/12/2019	Airgas - USA, LLC	medical oxygen	279.32
09/12/2019	Environmental Compli...	2 biohazard containers	75.00
09/12/2019	EMS Technology Sol...	5 inventory & asset mgmt licenses	150.00
09/12/2019	Bound Tree Corp.	fentanyl	201.90
09/12/2019	Bound Tree Corp.	medical supplies	1,679.97
Total 870 EMS Operations			4,959.84
<b>880 FireMed</b>			
08/27/2019	DocuMart Printing & ...	500 FireMed cards	343.10
08/27/2019	Life Flight Memberships	4 Life Flight membership fees	260.00
08/27/2019	U.S. Postal Service	10 rolls stamps @ \$.55 each	550.00
09/12/2019	Life Flight Memberships	67 Life Flight membership fees	4,355.00
Total 880 FireMed			5,508.10
Total 1.2 GENERAL FUND MATERIAL & SVC			59,858.16
<b>1.3 GENERAL FUND CAPITL OUTLAY</b>			
<b>910 CO Equipment</b>			
08/21/2019	Fire Rescue Equipme...	GCT 3159 Cordless Combi-Tool	626.28
08/21/2019	Fire Rescue Equipme...	2 Holmatro batteries	340.53
08/21/2019	Fire Rescue Equipme...	Holmatro battery charger	115.76
08/21/2019	Fire Rescue Equipme...	DPU30 two tool pump(used)	561.93

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 August 9 through September 12, 2019

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amou...</u>
08/21/2019	Fire Rescue Equipme...	2 CORE Hoses - 1 grn, 1 blk	553.50
08/21/2019	Fire Rescue Equipme...	3260 Spreader, 55 lbs	421.45
08/21/2019	Fire Rescue Equipme...	4050NCT Cutter 40 lbs	421.45
08/21/2019	Fire Rescue Equipme...	3350 Telescopic Ram & Support	459.10
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-115.76
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-561.93
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-626.28
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-553.50
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-421.45
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-421.45
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-459.10
08/21/2019	Fire Rescue Equipme...	TradeIn Amkus Tools from Truck	-340.53
08/27/2019	Fire Rescue Equipme...	GCT 3159 Cordless Combi-Tool	1,602.72
08/27/2019	Fire Rescue Equipme...	2 Holmatro batteries	871.47
08/27/2019	Fire Rescue Equipme...	Holmatro battery charger	296.24
08/27/2019	Fire Rescue Equipme...	DPU30 two tool pump(used)	1,438.07
08/27/2019	Fire Rescue Equipme...	2 CORE Hoses - 1 grn, 1 blk	1,416.50
08/27/2019	Fire Rescue Equipme...	3260 Spreader, 55 lbs	1,078.55
08/27/2019	Fire Rescue Equipme...	4050NCT Cutter 40 lbs	1,078.55
08/27/2019	Fire Rescue Equipme...	3350 Telescopic Ram & Support	1,174.90
Total 910 CO Equipment			8,957.00
Total 1.3 GENERAL FUND CAPITL OUTLAY			8,957.00
Total 1...			360,607.43
Total 1..GENERAL FUND EXPENDITURES			360,607.43
<b>TOTAL</b>			<b>360,607.43</b>

Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 1 through September 12, 2019

	Jul 1 - Sep ...	Budget	\$ Over Bud...	% of Bu...
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	1,951,510	1,709,977	241,533	114%
Conflagration	58,328	95,000	-36,672	61%
EMS Receipts	145,464	700,000	-554,536	21%
Fire Marshal	1,080	40,000	-38,920	3%
FireMed	18,985	41,175	-22,190	46%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Gas Royalties	6,343	0	6,343	100%
Grant Awards	0	5,000	-5,000	0%
Interest Earned on Investments	7,620	45,000	-37,380	17%
Intergovernmental	14,049	105,000	-90,951	13%
Miscellaneous Revenue	2,050	15,000	-12,950	14%
Property Taxes				
Taxes - Current				
Local Option Levy	0	1,668,964	-1,668,964	0%
Permanent Rate Levy	0	1,480,025	-1,480,025	0%
Total Taxes - Current	0	3,148,989	-3,148,989	0%
Taxes - Prior Years	50,646	125,000	-74,354	41%
Total Property Taxes	50,646	3,273,989	-3,223,343	2%
<b>Total 1. GENERAL FUND REVENUES</b>	<b>2,256,075</b>	<b>6,060,141</b>	<b>-3,804,066</b>	<b>37%</b>
<b>2. GRANT FUND REVENUE</b>				
Grant Award	0	165,000	-165,000	0%
<b>Total 2. GRANT FUND REVENUE</b>	<b>0</b>	<b>165,000</b>	<b>-165,000</b>	<b>0%</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	334,328	337,252	-2,924	99%
Interest Earned on Investments	1,535	4,500	-2,965	34%
Transfers In	0	55,463	-55,463	0%
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>335,863</b>	<b>397,215</b>	<b>-61,352</b>	<b>85%</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	86,261	133,644	-47,383	65%
Interest Earned on Investments	400	2,900	-2,500	14%
Transfers In	0	100,000	-100,000	0%
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>86,661</b>	<b>236,544</b>	<b>-149,883</b>	<b>37%</b>
<b>Total Income</b>	<b>2,678,599</b>	<b>6,858,900</b>	<b>-4,180,301</b>	<b>39%</b>
<b>Gross Profit</b>	<b>2,678,599</b>	<b>6,858,900</b>	<b>-4,180,301</b>	<b>39%</b>
<b>Expense</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
<b>1...</b>				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	162,764	668,572	-505,808	24%
560 Personnel Salaries	379,701	2,338,641	-1,958,940	16%
570 SocSec/Medicare(FICA)	30,049	188,121	-158,072	16%
580 Volunteer Services	14,163	52,175	-38,012	27%
590 Personnel Benefits	125,081	716,199	-591,118	17%
<b>Total 1.1 GENERAL FUND PERSONNEL...</b>	<b>711,759</b>	<b>3,963,708</b>	<b>-3,251,949</b>	<b>18%</b>
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>				
670 Contract Services	24,149	143,000	-118,851	17%

09/12/19  
Accrual Basis

**Scappoose Rural Fire District**  
**Profit & Loss Budget vs. Actual**  
**July 1 through September 12, 2019**

	Jul 1 - Sep ...	Budget	\$ Over Bud...	% of Bu...
680 Communications Maintenance	601	23,700	-23,099	3%
720 Public Fire Services	2,838	14,800	-11,962	19%
730 Property & Liability Insur.	0	56,000	-56,000	0%
740 Uniforms	1,874	20,000	-18,126	9%
750 Maintenance on Equipment	10,967	143,500	-132,533	8%
760 Administration	12,724	56,500	-43,776	23%
765 Information Technology	10,776	71,900	-61,124	15%
770 Operating Materials/Suppli	1,258	5,000	-3,742	25%
775 Emerg. Operating Supplies	3,164	65,000	-61,836	5%
780 Building & Grounds Maint.	22,647	101,500	-78,853	22%
790 Training	9,601	100,000	-90,399	10%
810 Utilities	5,226	35,570	-30,344	15%
870 EMS Operations	10,110	90,000	-79,890	11%
880 FireMed	4,623	23,000	-18,377	20%
<b>Total 1.2 GENERAL FUND MATERIAL &amp;...</b>	<b>120,557</b>	<b>949,470</b>	<b>-828,913</b>	<b>13%</b>
<b>1.3 GENERAL FUND CAPITL OUTLAY</b>				
910 CO Equipment	8,957	141,500	-132,543	6%
<b>Total 1.3 GENERAL FUND CAPITL OUT...</b>	<b>8,957</b>	<b>141,500</b>	<b>-132,543</b>	<b>6%</b>
<b>Total 1...</b>	<b>841,273</b>	<b>5,054,678</b>	<b>-4,213,405</b>	<b>17%</b>
<b>1.4 GENERAL FUND TRANSFER OUT</b>				
Transfers to Personnel Services	0	100,000	-100,000	0%
Transfers to Property Fund	0	55,463	-55,463	0%
<b>Total 1.4 GENERAL FUND TRANSFER OUT</b>	<b>0</b>	<b>155,463</b>	<b>-155,463</b>	<b>0%</b>
<b>1.5 GENERAL FUND CONTINGENCY</b>	<b>0</b>	<b>200,000</b>	<b>-200,000</b>	<b>0%</b>
<b>1.6 GENERAL RESERVED FOR FUTURE</b>	<b>0</b>	<b>650,000</b>	<b>-650,000</b>	<b>0%</b>
<b>Total 1..GENERAL FUND EXPENDITURES</b>	<b>841,273</b>	<b>6,060,141</b>	<b>-5,218,868</b>	<b>14%</b>
<b>2. GRANT FUND EXPENSE</b>				
2.3 MATERIALS & SERVICES	0	165,000	-165,000	0%
<b>Total 2. GRANT FUND EXPENSE</b>	<b>0</b>	<b>165,000</b>	<b>-165,000</b>	<b>0%</b>
<b>3. PROPERTY FUND CAPITAL OUTLAY</b>				
Building & Grounds Improvements	0	80,000	-80,000	0%
EMS Apparatus & Equipment	0	100,000	-100,000	0%
Fire Apparatus & Equipment	3,558	207,215	-203,657	2%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
<b>Total 3. PROPERTY FUND CAPITAL OUTLAY</b>	<b>3,558</b>	<b>397,215</b>	<b>-393,657</b>	<b>1%</b>
<b>4. PERSONNEL SVC FUND EXPENSE</b>				
Liability & Service	0	231,544	-231,544	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
<b>Total 4. PERSONNEL SVC FUND EXPENSE</b>	<b>0</b>	<b>236,544</b>	<b>-236,544</b>	<b>0%</b>
<b>Total Expense</b>	<b>844,830</b>	<b>6,858,900</b>	<b>-6,014,070</b>	<b>12%</b>
<b>Net Income</b>	<b>1,833,769</b>	<b>0</b>	<b>1,833,769</b>	<b>100%</b>

## Fire Chief Report

### August 2019

First, I wanted to inform you that I will not be attending the board meeting as I will be in Denver for a wedding. I am available via phone at any time.

The oversight committee met and agreed on the contract for Chief Hoke which the board will receive once the markups have been removed by SDAO. The oversight committee gave me approval to provide support during a transitional period for Chief Hoke. Chief Hoke will be Fire Chief on October 1<sup>st</sup> and I will step down as chief and be his employee, working under his direction. The length of the transitional period will be determined by Chief Hoke and the oversight committee. SRFD board of directors held a special board meeting on September 29<sup>th</sup> to approve Chief Hoke's employment contract.

The transportation commodity flow study has started, and we have been providing input and gathering data for the contractors. I have been working on personnel matters which I would like to complete by the end of September. SRFD has hired EMS only EMTs to fill two positions. Both employees will start around September 8<sup>th</sup>. CRFR budgeted to hire two EMS only EMTs in January 2019. Both agencies have billed for GMET funding which is additional federal reimbursement for billed ambulance transport of Medicaid patients. The funds are a lot less than what we were led to believe in the infancy of the program. For the first year (2017-2018) SRFR will receive approximately \$27,000 and CRFR approximately \$85,000. The second-year billing 2018-2019 which will be due December 1<sup>st</sup> is anticipated to be about the same amount of revenue. The financial directors can update the board at the meeting.

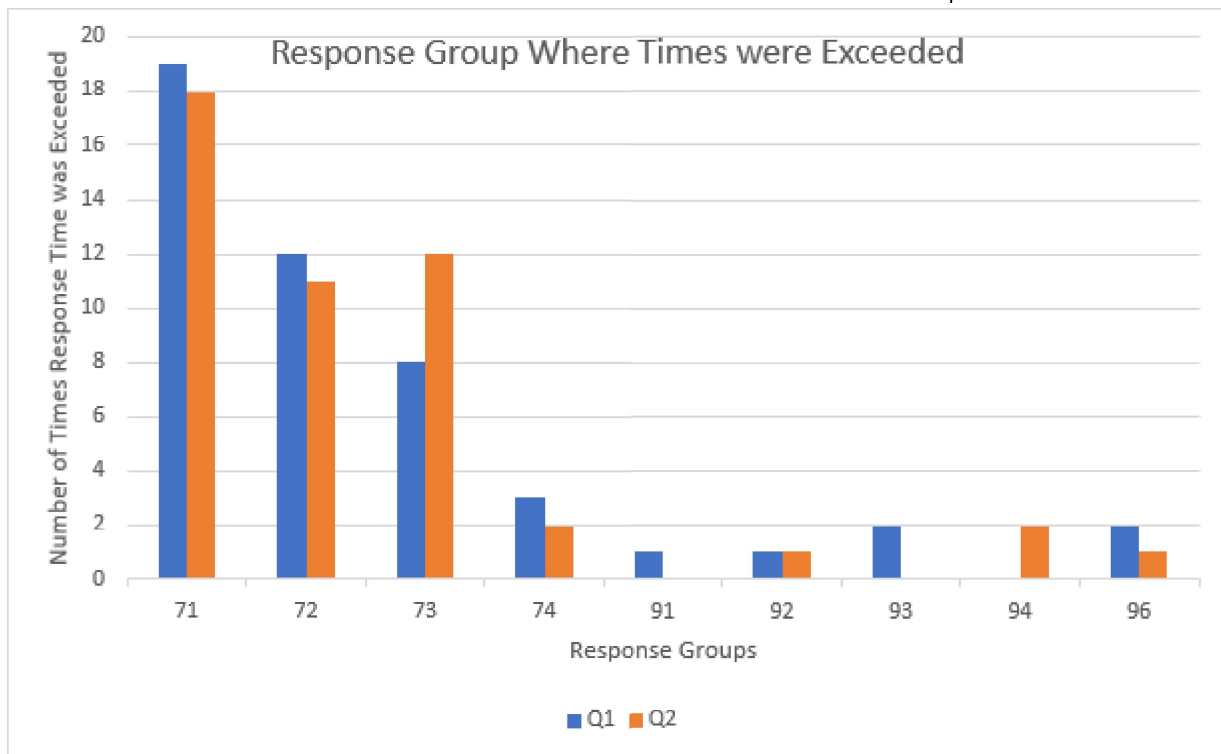
You are aware that 2 personnel from Matrix Consulting Group were here to interview individuals and groups from both organizations. They interviewed board members, chief officers, administration staff from CRFR and SRFD, maintenance staff, a community paramedic, volunteer coordinator, local 3215 and 1660, volunteers from CRFR and SRFD, and the logistic group. There were about 37 personnel interviewed over all. The next step for the consultants is to gather data over the next 3 weeks for both agencies. This data will be budget, personnel (career and volunteer), organization charts, apparatus replacement plans, fire station and apparatus location, staffing levels, IGA's, mutual aid agreements, collective bargaining agreements, 911 data activity, ISO information and other essential data.

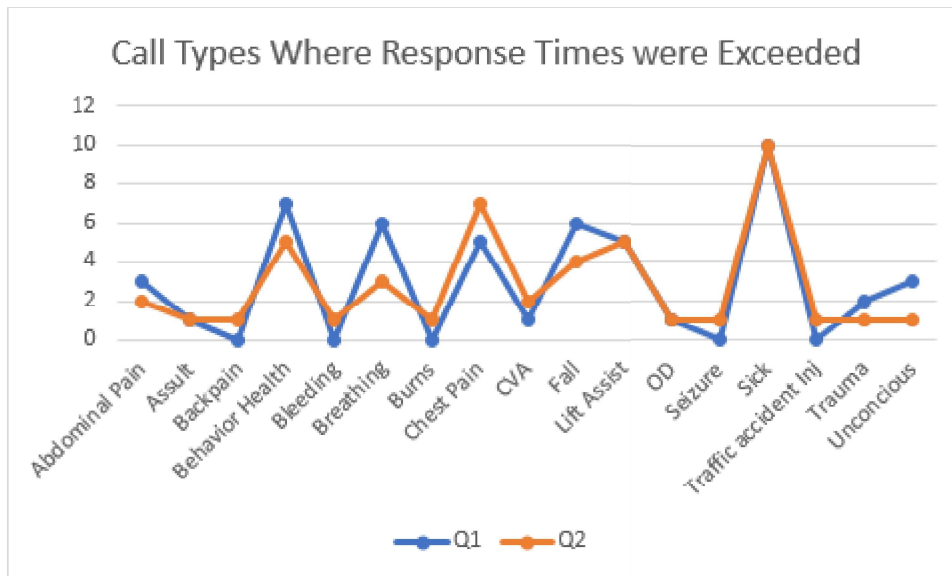
### **Meetings & Training:**

08/05 Commodity Flow Study phone mtg.	08/06 National Night Out
08/07 Chiefs Mtg.	08/08 First Aid class for ODF
08/08 SRFD Board Mtg.	08/12 Fire Defense Mtg
08/13 Col Co Fire Investigation Mtg.	08/13 CRFR Board Mtg
08/21 Chiefs mtg.	08/22 Career Company Officer Mtg.
08/23 SH Middle School inspection	08/24 Volunteer Company Officer/Senior FF
08/24 Wildland backburning training	08/26 Local 3215 Mtg.
08/26 Oversight Mtg.	08/27 OHSU Mtg.
08/28 Membership Mtg.	08/29 Scappoose Teacher 1 <sup>st</sup> aid practical test
08/29 Chiefs Mtg.	08/29 SRFD Special Board Mtg.

- Board Goals
  - Current updates for each goal have been provided and highlighted in yellow.
- Community Paramedic Program
  - Transfer of program management from Pete Carlson has been completed for personnel management of the Community Paramedic. Update on programs current condition and needs has been passed down. Pete has offered to retain the Data analysis portion of the program for a while to produce some meaningful program metrics. Has had some issues with data gathering and is currently working on fix.
  - Huddle- Have attended the huddle meeting to see how work load is assigned to program and begin relationships with other community health care partners.
  - CPCCSO- Have met with primary stake holder in program to transition program management from Pete to myself. Discussed current program issues and successes. Discussed next years goal setting and looking at trying to better triage Community Paramedic work assignments from the huddle.
  - Will be meeting again to discuss goals of program stability (future funding) and need for better infrastructure.
- CQI Update
  - Analyzing current program to find areas in need of improvement most notably reducing work load requirements on company officers while providing finished charts quicker to billing.
  - Determining need for CQI committee formation and have found some volunteers so far to provide better results from the CQI process.
  - Determined last CQI revision has helped with chart compliance
- EMS Medical Director
  - Has been more engaging this last week and will be taking over the medical director role for CCOM
  - Current contract has been reviewed.
- OHSU Clinic
  - Chief Greisen and I have met with clinical management team to discuss current system operation and utilization.
  - Current management team is very willing to be involved as assist the transfer of care process to ensure medics are getting the support and information they need to properly accept the patient.
- Single Role EMT Probation Training
  - A draft of single role EMT probation training has been made in collaboration with Training Chief Josh Marks to provide an appropriate and meaningful probation track within the EMT Basic single role position.

- CMMH
  - Met with CCMH Mobile Crisis Clinical Supervisor to discuss interaction between her mobile crisis team and our medics.
  - Prior system provided paramedics to work with her crisis team so she has a good understanding of our roles and responsibilities and where her team fits in.
  - Willing to work to help properly resolve secured transportation issues.
- ASA first two quarter evaluation and statistics
  - Overall have remained steady at 94% compliance with response times for our ambulance service. Current numbers are not reflective of accepted variances.





- System Utilization Analysis
  - “Fall” call type- It appears there is a high percentage of the call type “Fall” in which there may be options through prevention and education to help reduce the impact of falls on our citizens. Community Paramedic Nina has begun gathering some statistical data and I will be pulling data from image trend and dispatch to take a closer look at this issue.
  - Impact of local clinics on overall system use- Starting to compile some statistics to see how the clinics are impacting system.
- Compliance Officer
  - Quality of Services
    - Helps bridge gaps between personnel, billing and finance functions
    - Ensures consistency of quality in all aspects of patient care from licensing to data management.
    - Helps remove bridges of the charting to billing process to reduce delays and complications brought to our citizens.
    - Provides continuous monitoring of system compliance health to ensure ease of re-licensure of agencies, ambulances, and personnel.
    - Provides industry trend and regulatory requirements to equipment, training, and delivery of patient care to ensure that current standards of care are met and exceeded.
  - Potential for Revenue Increases
    - Chart revision for compliance may lead to more billable patients and reduction in billing delays.
    - May help open additional revenue avenues for services rendered
    - Ensuring compliance is an additional measure for the security of our secondary income resource.

- Current vs Future State of System
  - Compliance issues tend to fall under a variety of persons which obstructs linear answers on compliance related issues.
  - Some compliance needs may be getting lost in translation and not getting addressed and/or new directives from governing bodies are being delayed in being addressed.
  - A Future Look at our EMS System: Things anticipated
    - More integration of systems- Charting, billing, agencies
    - More integration of community- How we fit in the community health care team
    - Changing roles by definition- Scope of practice and billing
    - Change in Technology- Equipment requirements and reporting practices
- Consequences/Risks
  - Licensure
  - Loss of collection from items to delayed for billing
  - HIPPA violations are quickly becoming primary reason for disciplinary issues.
  - Potential fines and citations
- Expected Outcomes
  - Bring current system into compliance under current regulations and laws
  - Streamline QA program to provide timely and complete reports to billing
  - Enhancement of patient care services to completion of billing to provide patient a complete and satisfying experience of their health care.
  - Staying abreast of current trends to ensure the highest quality and standard of care continue to be delivered by our EMS system.

# **Fire Marshal Report**

## **July 2019**

### **Meetings Attended**

Many meetings

### **Training Attended**

Taught Firing Refresher and conducted a Prescribed Fire (S-219)

### **Projects**

Fire Code Guide Update

sUAS Regional COA

Special Operations

RAXAR

READY Set GO (Both Districts)

### **Plan Reviews**

St. Helens Apartments Building 8 & 3

Vet Clinic St. Helens

DHS Offices

ST. Helens Middle School Hood Suppression

OR GROWTEC Fire Alarm

### **Fire Investigations**

5

### **General Information**

Spent a lot of time completing finals for fire alarms and fire sprinklers. In addition to this, the St. Helens Middle School project has required a lot of on site inspection time. Total time was over 39 hours including 5 on Labor Day. The school was able to receive a Temporary Certificate of Occupancy (TCO). Some time has been devoted to beginning the RFP process for the UAS project. In addition to this, I was asked to speak at the Oregon Drone Workshop about the UASI grant and project we are working on. We will be receiving a "Beta" aircraft from FLIR to test haz mat capabilities. We have been working with them on product development for over 6 months. New Building Code and Fire Code coming soon. Training will be required for this.

## Chief of Operations September 2019 – Monthly Report

Fire Season has fizzled, what was described as a long, hot, dry summer for the Pacific Northwest and the Coastal Range did not materialize. There is always the possibility of a late season fire, the weather pattern has begun to show rain but not in significant quantities to ease the potential for a natural cover fire here in Columbia County. As we move into September, we will see what Mother Nature brings.

August was busy, the District saw an explosive increase in requests for service by the new Urgent/Zoom Care located on Columbia River Highway. Chief Holsey is working with the management to find a solution to this increase. Columbia County is not Multnomah County, we do not have short 10-15 minute transports to an area hospital or a large number of available resources to meet this sudden demand. The priority is 911 response by our staffed ambulances, we will work to find a solution and improve our relationships with our community partners in medical services.

The Operational Committee continues to work to add and improve upon the Operational Protocol Book. The Committee strives to provide a guide book for our Company Officer, Acting Officers, and Volunteer Officers that guides them in their decision-making process on an emergency incident. The current Operation Protocol Book is available at each station and online. Chief O'Connor is working to provide an electronic copy on our wireless devices.

The Apparatus Committee, which consists of Career, Volunteer, Maintenance, and Administrative Staff reviewed several vendors for the (2) Fire Apparatus Type II Engine builds we will be undertaking soon. We are in the process of working through the nuts and bolt of each design to find the best apparatus for our District.

In order to describe to the Fire Boards the Fire Apparatus Typing the following may be used as a guide:

### Type I Engine (Class A Pumper):



Generally considered the standard front-line community fire engine. They may be Custom Cab (Picture) or Commercial Cab (E431, E474). The primary role of this apparatus is structure fire, EMS response, and light rescue. This is the Jack of All Trades engine, covering many facets of firefighting but limited in each capacity beyond the Structure response. Type I Engines can operate at Wildland Incidents but are very limited in that capability.

Number of Firefighters : 4-6

Chief of Operations  
September 2019 – Monthly Report

Tank: 500 Gallons or Larger

Pump: 1000 GPM or Larger

**Type II Engine:**



Type II Engines can be smaller, more compact than a Type I. We see these in rural areas where roads are narrower, access to homes/businesses can be limited and require a more maneuverable fire apparatus. Type II Engines can house pumps and tanks as large as a Type I, this requires trading for less space for equipment. Type II Engines often carry less hose and personnel than a Type I, but can get into locations a larger apparatus could not.

Number of Firefighters: 2-4

Tank: 500 Gallons or Larger

Pump: 1000 GPM or Larger

**Type III Engine:**



Type III Engines are primarily for Wildland Response with limited Structure Fire capability. This is the opposite issue as for the Type I which can operate on a Wildland Fire but is also limited in that capacity. Type III Engines are the work horse of the wildland incident, larger tanks and pump capacity allow it to operate on scene longer than a Type V or VI unit. They can be built upon Heavy Duty Pick-up Chassis, but this is not the best platform. Type III can pump and roll allowing to attack fires while moving, this cannot be accomplished with a Type I Engine.

Number of Firefighters: 3

Tank: 500 Gallons

Pump: 250 to 500 GPM

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**Type IV to VI Wildland Engines (Quick Response Unit)**



Type IV through VI Apparatus are designed for Wildland incidents and as a QRU for some fire districts. These are primarily built upon pick up truck chassis (1 ton or larger) but may be built upon medium duty freight truck chassis as well. They carry less water, personnel, and gear compared to larger fire apparatus. CRF&R utilize this style fire apparatus as a wildland unit and QRU for EMS calls, limiting are Type I engines from use on EMS only incidents.

Number of Firefighters: 2

Tank Capacity: 250-400 Gallons

Pump Capacity: 150-300 GPM

The above information is for educational purposes for the Fire Board Directors and public. When discussed it is important to understand the distinction between the types and capabilities of each fire apparatus.

The following are the run totals for FY 2019/20 beginning July 1, 2019 for both Scappoose Rural Fire Protection District and Columbia River Fire and Rescue:

**Columbia River Fire & Rescue**

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	319	322	0	0	0	0	0	0	0	0	0	0	641
Total Fire	167	184	0	0	0	0	0	0	0	0	0	0	351
Total	486	506	0	0	0	0	0	0	0	0	0	0	992

**Scappoose RFPD**

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	133	134	0	0	0	0	0	0	0	0	0	0	267
Total Fire	108	118	0	0	0	0	0	0	0	0	0	0	226
Total	241	252	0	0	0	0	0	0	0	0	0	0	493

Our call volume continues its relentless march upward, with the addition of new apartments, homes, and businesses in the Scappoose and CRF&R Districts. We continue to monitor and plan for the future.

Chief of Operations  
September 2019 – Monthly Report

**Ops Project Update: FY 2019/20**

Lexipol Policy/Procedure	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
DRAFT COST																	
BOARD REVIEW																	
CONTRACT Approval																	
Development Phase																	
Training Phase																	
Implementation																	

At this time, we are working with Lexipol to begin the process. We will be having a series of webinars to discuss how we move forward. My original time line will need to be adjusted as we just begun the process in early September. With Staff, Career, and Volunteer member participation we anticipate still meeting the goals outlined above. Ops will continue to update as we move forward in the development of the SOP/Policy updates.

Vent/Tools/Extrication	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
DRAFT																	
BOARD(S) Review - Budget																	
Purchase																	
Training																	
Implementation																	

The projected completion is still on tract. SRFD has received new extrication gear for Rescue 431 and E432. The equipment that will be purchased for Rescue 479 (CRFR) is on track for this fall.

	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
Capital Improvement																	
DRAFT - Vehicle Replacement																	
BOARD REVIEW																	

The apparatus committee is currently reviewing several vendors bids for the two (2) Fire apparatus for CRFR. Once a vendor has been selected it will be placed before the Board of Directors for review. The Water Tender build has been placed on hold, funds for the Fire Engine purchase have taken priority.

The Type VI engine is still in process and as funds become available will be completed for the St Helens Station as a QRU/Brush Engine.

# Chief of Operations

## September 2019 – Monthly Report

Probationary Officer Program	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
DRAFT																	
REVIEW/FINAL																	
Implementation																	
Training																	
Review/Complete																	

Probationary Fire Officer curriculum is still in process. Other District priorities have taken time away from further development. The plan is to move forward in this later this fall and early winter.

Operation Playbook	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
DRAFT																	
REVIEW/Staff/Members																	
Training																	
Implementation																	

**Completed** – Operational Protocol Book Phase 1: Ongoing review and updates will continue. This is a living document for both Districts.

Wildland/Structure Gear Rplc	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
Current DRAFT																	
IMPLEMENTATION																	
Review/Complete																	

**Completed** – Wildland gear and shelters have been distributed to the current members. This is an ongoing project as new members begin work. District is still waiting information from the Dyno Nobel project regarding new turnout gear for CRFR.

Acting Officer Program SRFD	19-Mar	19-Apr	19-May	19-Jun	19-Jul	19-Aug	19-Sep	19-Oct	19-Nov	19-Dec	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul
DRAFT																	
IMPLEMENTATION																	
Training																	
Review/Complete																	

**Completed** – Implementation of the SRFD Acting Officer Program is finished. Fine tuning and adjustments will be made as new material or curriculum presents itself.

Chief of Operations  
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Meetings:

- Fire Board Meeting
- Lexipol Teleconference –Scappoose, CRFR
- Fire Defense Board Meeting – August, Vernonia
- 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
- OP/IQ Update and potential use for Fire Apparatus/Stations
- Fire Engine Vendor Contact

**DIVISION CHIEF O'CONNOR**  
**SAFETY & RESOURCE MANAGEMENT**  
**AUGUST 2019**

*(SRFD) = Scappoose only project*

*(CRFR) = Columbia River only project*

*(CRFR/SRFD) = project for both agencies*

**MEETINGS:** TCMS Vendor for HVAC service & maintenance 8/1 (SRFD/CRFR); B shift morning meeting 8/4 (CRFR/SRFD); Chapman Station seal coat follow up 8/5 (SRFD); National Night Out 8/6 (CRFR); Chapman station open house prep 8/8 (SRFD); Scappoose Board Meeting 8/8 (SRFD); B shift morning meeting 8/10 (CRFR/SRFD); IMT conference call 8/13 (CRFR/SRFD); CRFR board meeting 8/13 (CRFR); Chief meeting 8/14 (CRFR/SRFD); Scappoose Safety Meeting 8/14 (SRFD); CRFR Safety Meeting 8/14 (CRFR); B shift morning meeting 8/16 (CRFR/SRFD); Telecom demo with Centerlogic 8/19 (CRFR); Chief meeting 8/21 (CRFR/SRFD); CRFR Volunteer Association meeting 8/21 (CRFR); Career Company Officer Meeting 8/22 (CRFR/SRFD); Centerlogic IT 8/23 (CRFR/SRFD); B shift morning meeting 8/24 (CRFR/SRFD); Volunteer Company Officer Meeting 8/24 (CRFR/SRFD); Alternate Power Systems Generator Pre-Con meeting 8/26 (CRFR); Hose Auction pickup 8/26 (CRFR); Matrix Consulting 8/27 (CRFR/SRFD); B shift morning meeting 8/27 (CRFR/SRFD); Ladder testing 8/29 (CRFR); Chief meeting 8/29 (CRFR/SRFD)

**PIO:** Continued updates of press release of incidents and events for the district including social media, CRF&R Facebook page now has 6,858 followers; SRFD Facebook page has 3,334 followers; create press release regarding burn ban for county fire defense board (SRFD/CRFR); create press release for lightning fires in trees (CRFR/SRFD); Forward Facebook messenger "thank you" to Scappoose staff (SRFD);

**I/T:** Continued work with Scappoose Lts and SRFD IT provider to get roaming profiles to work for staff, ongoing problem (SRFD); Troubleshoot Sonicwall dropping with CCOM (CRFR/SRFD); Discontinue cell service with 2 more verizon cell numbers; Make request for email/MS365 access for new EMS chief (CRFR); follow up on EMS chief MS365 access (CRFR); Correct a EMS employee password for MS365 access (CRFR); Follow up with phone number discrepancy in district phones for Unity hospital (CRFR/SRFD); Follow up with vendors for MS365 renewal (CRFR/SRFD); Replace ipad charging cables at Rainier station one E476 (CRFR); Replace ipad on E472 due to broken screen (CRFR); Work with IT provider for firewall renewal for CRFR website (CRFR); Bring tablet from M470 to CCOM to uninstall and reinstall Sonicwall for CAD access (CRFR); Update response folder in Goodreader on ipads to show county wildland fire plan (CRFR/SRFD); Install "elite utilities" app on iPads for Image Trend, this will be used to scan drivers licenses to ensure correct patient information (CRFR/SRFD); Assist company officer with password reset for MS365 and network (CRFR); Assist Director Kriek with calendar access on ipad (SRFD); Troubleshoot with IT vendor volunteer access for MS365 (SRFD); Work with

Centerlogic to trouble shoot S drive access problems for staff (CRFR); Meet with president of Centerlogic for plan to update network and correct significant issues, need to replace 3 "switches" these switches are necessary in order to install the new fire wall. Firewall is already purchased, switches will cost \$3,000 and will be replaced in September, switches act like traffic cops in the network to send information throughout the network to the correct location and also work to stop spam and unwanted information/users in the network (CRFR); Continue to work with IT Vendor on roaming profile issue at Scappoose station (SRFD); Work on network access for volunteer EMT (CRFR); setup Cradlepoint access for Chief Pricher and Centerlogic (CRFR/SRFD); Order new laptop for RFID EMS inventory program (CRFR); order new laptop for mechanic shop for diagnostic testing (SRFD/CRFR); troubleshoot and correct Sonicwall access for CAD on M470 (CRFR); Set up new staff with OPIQ access (CRFR); Work with IT Vendors for both districts for upcoming MS365 renewal (CRFR/SRFD); Moved additional files and folders from network S drive to Sharepoint (CRFR); Troubleshoot issues with Sonim cell phones on medics (CRFR); Assist shift employee with Sharepoint access (CRFR); Meet with FF Lockhart to learn OPIQ unit creation for engine checks (CRFR);

**SAFETY & HEALTH:** Wrote letter in response to OSHA regarding OSB burning complaint and received letter back, also forwarded letters to safety committee (CRFR/SRFD); Check on inventory of baby wipes for decon at St. Helens Station (CRFR); Schedule chaplains meeting (CRFR/SRFD); Prep for Safety meeting at both CRFR & SRFD (SRFD/CRFR); Follow up with OSH&W for billing of employee physicals (CRFR/SRFD); Distribute information for safety committee review and follow up at monthly meeting (CRFR/SRFD); Proof read safety meeting minutes (SRFD); Forward safety meeting minutes for posting at stations (CRFR); Work with chaplains group for additional training (CRFR/SRFD); Work with OSH&W for physical billing for EMS volunteer (SRFD); Follow up on stove fire at Rainier station during a call (CRFR); Prep for Health & Wellness Committee meeting (SRFD/CRFR); Work on scheduling of NFPA Pre-physicals for September 21 and flu immunization clinics 10/30 and 11/6 with OSH&W (SRFD/CRFR); Write letter back to OR-OSHA at request of Fire Chief and Training Chief requesting what rule, regulation or standard is being violated as per their letter from July (CRFR/SRFD);

**FACILITIES:** Asphalt seal coating completed at Holbrook at Chapman Stations (SRFD); Follow up with billing for station seal coating (SRFD); Fernhill station was broken into and robbed, hot water heater and riding lawnmower were taken, decon trailer lock was broken with unknown number of items taken from it, CCSO contacted and report filed, fire chief notified (CRFR); Work with B shift staff for future EMS supply storage issues (CRFR); Continued work with billing for sealcoating payment (SRFD); Work with billing to finalize payment for electric work from Peak Electric (CRFR); Schedule city street sweeper to sweep LBTC (CRFR); Create battery order (CRFR); Follow up with fire sprinkler deficiencies and correction from last test by vendor (CRFR); Work with staff for updated battery orders (CRFR); Work with ODF to have FEPP generators returned to Salem (SRFD); Met with staff from Alternative Power Systems for Pre-Construction meeting for generator install at St. Helens Station (CRFR); Update facility maintenance plan and send to staff (CRFR/SRFD); Work with Lovett Services regarding water line repair at St Helens station (CRFR); Look for vendor to service exhaust systems at stations in both districts (SRFD/CRFR); Check into having key fob system put on turnout room door at Scappoose Station

with Airwave (SRFD); Look into video surveillance system for JMF/LBTC with Airwave (CRFR); Contact Peak Electric about installing/replacing lights at Fernhill with LED flood lighting (CRFR); Set up K&C landscaping to clear brush and grass around training props at LBTC as well as annual contract to maintain grounds (CRFR); Order and have delivered gravel for Connex box containers at Scappoose station (SRFD);

**MISC:** B shift on duty chief 8/4-5, 8/10-11, 8/16-17, 8/21-22, 8/27-28; Work with EMS billing and B shift officers to learn EMS CQI and reports being ready for billing; Schedule hose testing for new fire hose and schedule ladder testing for SQ479 and E479; Reschedule hose and ladder testing 2 times due to vendor conflicts (CRFR); work with B shift staff to coordinate RFID project for EMS inventory (CRFR); Follow up with RFID project for EMS inventory (CRFR); Continued update of volunteer recruitment plan (CRFR/SRFD); Complete board report for August meeting (CRFR/SRFD), Finalize turnout/PPE sizing for potential new order of turnouts for all staff (CRFR); Work with Scappoose B shift Lieutenant regarding EMS call complaint at OHSU (SRFD); Create volunteer activity reports for Senior Firefighters so they can stay on top of their people for participation (CRFR); Complete "goals" spreadsheet for board members as requested by the fire chief (SRFD/CRFR); Work with Captain Gift on single roll volunteer for water tender operator (SRFD); Deliver 600' of 5" surplus CRFR hose to Scappoose (CRFR/SRFD); Request Motherway post CRFR board meeting minutes to webpage (CRFR); Book accommodations for attendance at FDSOA training in Chicago 9/18 - 20 (SRFD/CRFR); Follow up in Image Trend to ensure fire/EMS reports are complete for B shift (CRFR/SRFD); Correct volunteer firefighter time in CrewSense for payment from Seattle to Portland (STP) coverage (CRFR); Begin planning for upcoming Toy n Joy with Kiwanis and Downtown Merchants Association (CRFR); Complete AFG reports (CRFR); Create new daily checklist for engine checks (CRFR); Complete training with all B shift staff for daily check list use (CRFR); Revise pump chart for engine operator use showing changes to hose and nozzles (CRFR); Meet with volunteer association at regular meeting, proposed creation of CRFR CAIRS program a 501(c)3, received approval to move forward with program thru the association (CRFR); Worked with Ashley and Eric Murray to provide EMS standby coverage during AKC dog show labor day weekend (CRFR); Work with Fire Marshal regarding continued burn complaints on Cannon Road in Rainier and potential enforcement (CRFR); Order pallet of water (CRFR); Work on warranty for 300' of new hose with defect (CRFR); Work on donation of old expired turnout donation to high school cadet program in Washington (CRFR); Begin working on aerial operator class for volunteers (CRFR)

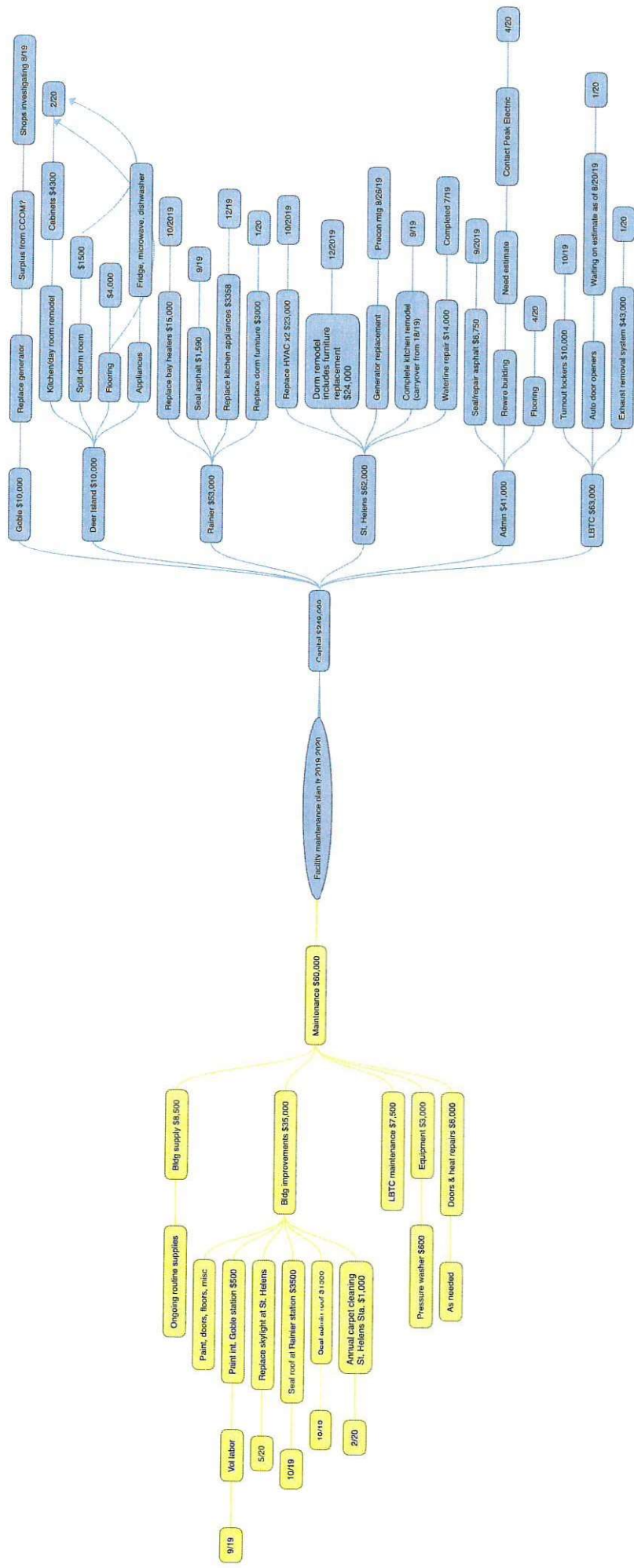
#### INCIDENTS RESPONDED TO:

OF190005735	07/31/2019 14:45:44	Columbia River	0:04	4702	Motor vehicle accident with no injuries.
OF190005888	08/05/2019 18:13:07	JOHNSONS LANDING	1:35	BAT1	Gasoline or other flammable liquid spill
OF190005958	08/08/2019 14:13:16	COLUMBIA RIVER	0:31	4702	Motor vehicle accident with injuries
OF190005965	08/08/2019 17:13:30	Logie Trail	0:19	4702	Motor vehicle accident with injuries

OF190006020	08/10/2019 08:05:42	COLUMBIA RIVER	0:10	BAT1	No incident found on arrival at dispatch address
OF190006025	08/10/2019 12:15:46	Old Portland	1:41	BAT1	EMS call, excluding vehicle accident with injury
OF190006033	08/10/2019 18:34:03	COLUMBIA RIVER	1:26	BAT1	Building fire
OF190006036	08/10/2019 20:01:34	APIARY	0:31	BAT1	Motor vehicle accident with no injuries.
OF190006144	08/14/2019 13:17:22	PORT	0:20	4702	Special outside fire, other
OF190006223	08/16/2019 18:10:36	Cole Valley	0:22	BAT1	EMS call, excluding vehicle accident with injury
OF190006236	08/17/2019 10:22:49	ASHLEY	1:03	BAT1	Removal of victim(s) from stalled elevator
OF190006388	08/22/2019 19:07:04	Danny	1:19	BAT1	Building fire
OF190006394	08/23/2019 00:52:49	Canaan	0:38	BAT1	Vehicle accident, general cleanup
OF190006399	08/23/2019 08:15:19	Columbia River	0:02	BAT1	Gasoline or other flammable liquid spill
OF190006405	08/23/2019 12:01:31	FREDERICK	0:02	BAT1	Dispatched and Cancelled prior to going En Route
OF190006432	08/24/2019 02:21:19	15TH	0:57	BAT1	Alarm system activation, no fire - unintentional
OF190006510	08/27/2019 11:06:03	FULLERTON	0:10	4702	Dispatched and cancelled en route
OF190006552	08/29/2019 02:20:34	SIMMONS	1:05	BAT1	Forest, woods or wild land fire
OF190006555	08/29/2019 05:09:37	FREDERICK	0:02	BAT1	Dispatched and Cancelled prior to going En Route
OF190006556	08/29/2019 05:23:53	Karth	1:16	BAT1	Forest, woods or wild land fire
OF190006561	08/29/2019 07:38:20	MILTON	0:18	BAT1	Outside rubbish, trash or waste fire
OF190006562	08/29/2019 08:01:36	HONEYMAN	1:58	BAT1	Forest, woods or wild land fire
OF190006569	08/29/2019 12:02:46	ALDER	0:22	BAT1	Fence Fire

CRF&R Volunteer Hours - 431

SRFD Volunteer Hours - 537 (includes intern FF hours)



## Training Report September 2019 Chief Marks

August 6 <sup>th</sup>	National Night out with Crews
August 7 <sup>th</sup>	Morning and Evening Drills
August 8 <sup>th</sup>	Chapman Station Prep for Open House SRFD Board Meeting
August 9 <sup>th</sup>	Chapman Open House Prep / Shopping
August 11 <sup>th</sup>	Chapman Open House
August 13 <sup>th</sup>	LCRTOA Meeting CRFR Board Meeting
August 14 <sup>th</sup>	Morning and Evening Drills Chiefs Meeting
August 20 <sup>th</sup>	Lieutenant test prep meeting Meet with WRG for LBTC maintenance
August 21 <sup>st</sup>	Morning and Evening Drills Chiefs Meeting
August 22 <sup>nd</sup>	Company Officer Meeting (Career)
August 24 <sup>th</sup>	Senior Firefighter Company Officer Meeting (Volunteer) Prescribed Burn on McNulty Way
August 27 <sup>th</sup>	Matrix Meeting
August 28 <sup>th</sup>	Morning and Evening Drills
August 29 <sup>th</sup>	Chiefs Meeting

### Continued Projects

- 2020 Volunteer Recruit Academy Planning
- Training Schedule
- Lieutenant Test Setup
- Scappoose DPSST Accreditation
- Working with outside instructors for training courses

**SRFD Safety Committee**  
**Scappoose Fire Station 1800 Hrs**  
**August 14, 2019**

**SRFD Members in Attendance:** Chair Dietz, Chief O'Connor, Oberbarnsheidt, Lawrenson, Laney, Stewart, Hickman, Maruska, Ahlers, Gandara, Sallee

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***Safety Message***

**Decon yourself when needed. Get the crud off!**

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**Accident Reports:** No Reports

**Exposure:** No reports

**Safety Action Generator:** Submitted, suggesting stripes on pad for backing

**Near Misses:** No reports

**Station Reports:** Boathouse inspected by Dietz Maruska and Stewart. New LED lighting.  
Electrical box worked on for Code compliance.

**Old Business:**

- Chief O'Connor fulfilled cone request for E436. Mount/placement needs to be completed.
- Lt Heuer working to secure a contractor for Yellow stripes painted on Scappoose Station pad for backing. Will assist person backing a vehicle and backer to line up vehicle.
- Hand/face wipes are now on the Medics, request fulfilled. Wipes that are meant for hand cleansing not wiping down rig or gear. Do not confuse with Cavi wipes.
- N95's arrived for wildland. These can be distributed for Conflag use. See Liebig or Dietz.
- Dietz passed around a Wildland bandana to test. Specifically made for Wildland firefighting. Offer's more protection than a standard single layer cotton bandana. Bandana is in my turnout locker, feel free to look it over and let me know what you think.
- Compliant cones for R431. Once appropriate mount on R431, new cones will be ordered. Carrying this over from last month.
- Final SOG for Decon Kits needs to be completed. Working on completing with Chief Greenup. Carrying over from last month.

- Drip torch mounting details for Wildland Rigs: From the verbiage I read, as long as not mounted on the apparatus bumper, it's compliant for transport if using the approved container. As of now, this line item is closed. We are compliant.
- Brought up that seat belts in the Engines and Water Tender have the plastic cracking on them and that age of the material might be a factor. Will have this looked into. Possible replacement is needed.
- Turnout Drying Rack: DO NOT leave running when gear is not being dried. If you see it running W/O gear on it, unplug it. A new timer plug has been requested for installation.

### **New Business:**

- Turnout Drying Rack has a new timer & outlet, the circuit is close to capacity, do not plug anything else in the electrical plug.
- New stripes on the pad for backing, will assist when glare is present. Many compliments.
- 1 box of N95's requested to be placed on HB431, remaining to be placed in Conflag trailer
- SCBA room is for SCBA related gear only. Search for original door and have placed on room to help with isolation. Attempt is to keep protective gear as clean as possible.
- Reminder that there are personal wipes on the Medics, Support and in the Decon kits on Engines. Use to clean face, hands etc.
- SFRD station having a buzz in door. Will be discussed in future meeting and cost.
- Brought up about public going to back door for help/ assistance. Possible sign needed to tell public to go to front of station for door-bell and/or call 911.
- Bay door openers (remotes) not working well. Brought up to look into proximity sensors and/or new openers for Medic and Squad bays first due to amount of use.
- Recent fire that members were on: Noted dangerous electrical wire setup and 2 meters at residence. Could be a potential dangers situation if members thought power was terminated when actually not.

### **Good of the Order:**

Assistant Chief Walter Wagaman of Orrtanna, PA was ejected from a vehicle as a passenger while responding to a call. He passed away from the injuries from the accident Age 46 with 32 years of service.

(Please drive safe)

Meeting adjourned at 1840

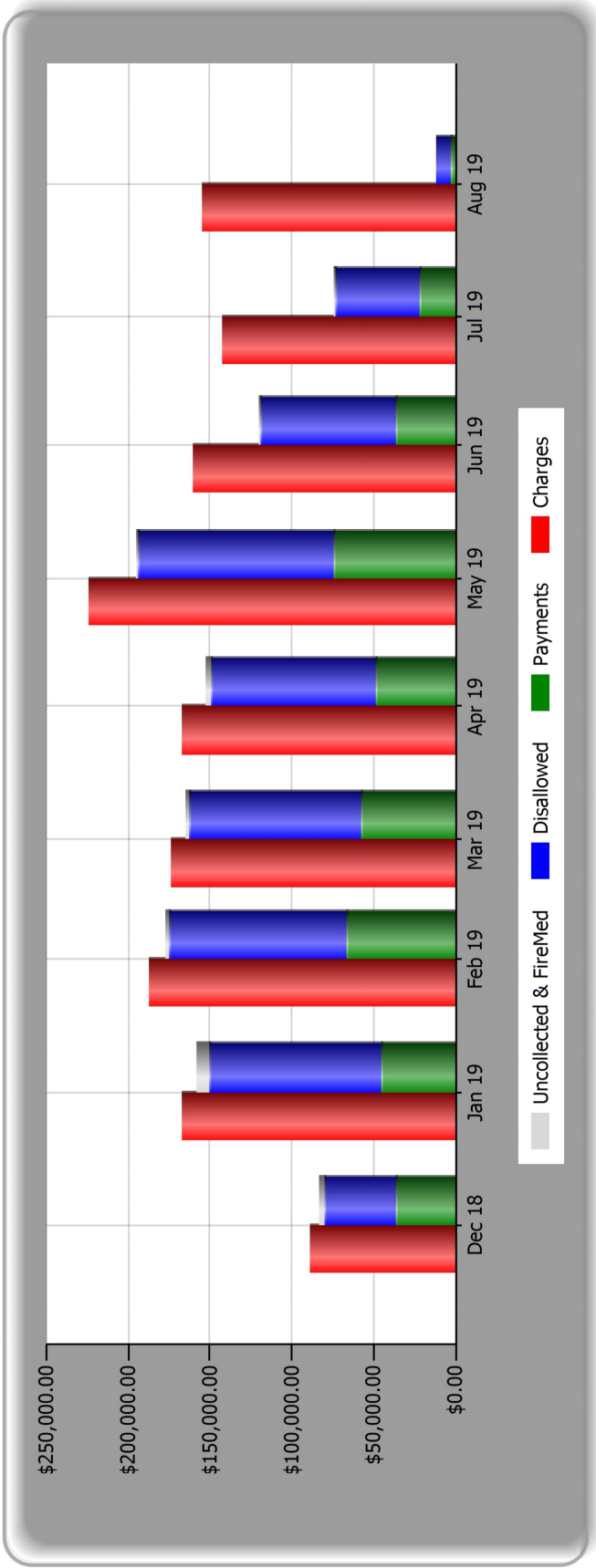
Scappoose  
ANNUAL COLLECTION STATISTICS

Company	Scappoose
Date Of Service	9/1/2018
Date Of Service	8/31/2019
Invoices	0
Provider	Scappoose

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Dec 18	41	89,461.20	-36,074.46	40 %	-2,495.82	3 %	-44,043.36	49 %	-434.16	0 %	6,413.40	7 %
Jan 19	77	167,587.40	-45,536.92	27 %	-3,847.87	2 %	-104,429.48	62 %	-4,233.07	3 %	9,540.06	6 %
Feb 19	87	187,789.20	-66,466.41	35 %	-2,518.34	1 %	-108,833.02	58 %	0.00	0 %	9,971.43	5 %
Mar 19	78	173,746.80	-57,913.79	33 %	-2,700.00	2 %	-104,729.13	60 %	0.00	0 %	8,403.88	5 %
Apr 19	77	167,436.60	-48,339.86	29 %	-2,803.96	2 %	-101,091.90	60 %	0.00	0 %	15,200.88	9 %
May 19	102	223,940.40	-74,067.70	33 %	-700.00	0 %	-120,216.15	54 %	0.00	0 %	28,956.55	13 %
Jun 19	73	160,251.80	-36,745.64	23 %	-1,278.09	1 %	-81,938.63	51 %	0.00	0 %	40,289.44	25 %
Jul 19	65	142,537.20	-22,179.82	16 %	-425.00	0 %	-52,009.71	36 %	0.00	0 %	67,922.67	48 %
Aug 19	71	155,251.60	-2,718.15	2 %	0.00	0 %	-9,518.26	6 %	0.00	0 %	143,015.19	92 %

671 1,468,002.20 -390,042.75 -16,769.08 -726,809.64 -4,667.23 329,713.50

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



Problem	Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
AB - ABDOMINAL PAIN	EMS	5	7	0	0	0	0	0	0	0	0	0	0	12
AB1 - ABDOMINAL PAIN C1	EMS	1	1	0	0	0	0	0	0	0	0	0	0	2
AL - ALLERGIC REACTION	EMS	1	1	0	0	0	0	0	0	0	0	0	0	2
AL1 - ALLERGIC REACTION C1	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
ANB - ANIMAL BITES/ATTACKS	EMS	2	0	0	0	0	0	0	0	0	0	0	0	2
ANB1 - ANIMAL BITES/ATTACKS-1	EMS	1	1	0	0	0	0	0	0	0	0	0	0	2
AST - ASSAULT PHYSICAL	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
BA - BACK PAIN	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
BA1 - BACK PAIN C1	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
BHI - BEHAVIORAL HEALTH	EMS	1	2	0	0	0	0	0	0	0	0	0	0	3
BL - BLEEDING PROBLEM	EMS	3	1	0	0	0	0	0	0	0	0	0	0	4
BL1 - BLEEDING PROBLEM C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
BR - BREATHING PROBLEM	EMS	15	14	0	0	0	0	0	0	0	0	0	0	29
BR1 - BREATHING PROBLEM C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
BU - BURNS	EMS	0	3	0	0	0	0	0	0	0	0	0	0	3
CH - CHEST PAIN/HEART	EMS	15	16	0	0	0	0	0	0	0	0	0	0	31
CPR - CARDIAC ARREST	EMS	6	3	0	0	0	0	0	0	0	0	0	0	9
CVA - STROKE	EMS	5	3	0	0	0	0	0	0	0	0	0	0	8
DI - DIABETIC PROBLEMS	EMS	2	2	0	0	0	0	0	0	0	0	0	0	4
FA - FALL	EMS	8	13	0	0	0	0	0	0	0	0	0	0	21
FA1 - FALLS C1	EMS	5	5	0	0	0	0	0	0	0	0	0	0	10
HCE - HEAT/COLDS EXPOSURE	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
HED - HEADACHE	EMS	1	2	0	0	0	0	0	0	0	0	0	0	3
HED1 - HEADACHE C1	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
LA - LIFT ASSIST	EMS	5	11	0	0	0	0	0	0	0	0	0	0	16
OVD - OVERDOSE/POISON	EMS	0	2	0	0	0	0	0	0	0	0	0	0	2
PR - PREG/CHILDBIRTH/MISCAR	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
SK - SICK PERSON	EMS	16	15	0	0	0	0	0	0	0	0	0	0	31
SK1 - SICK PERSON C1	EMS	10	5	0	0	0	0	0	0	0	0	0	0	15
SZ - SEIZURES	EMS	4	2	0	0	0	0	0	0	0	0	0	0	6
TAI - TRAFFIC ACCIDENT INJURY	EMS	8	3	0	0	0	0	0	0	0	0	0	0	11
TOX - TOXIC EXPOSURE	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
TR - TRAUMA	EMS	9	8	0	0	0	0	0	0	0	0	0	0	17
TR1 - TRAUMA C1	EMS	3	1	0	0	0	0	0	0	0	0	0	0	4
UN - UNCONSCIOUS/FAINTING	EMS	4	6	0	0	0	0	0	0	0	0	0	0	10
ALFC - COMMERCIAL FIRE ALAR	Fire	10	15	0	0	0	0	0	0	0	0	0	0	25
ALFR - RESIDENTIAL ALARM	Fire	3	2	0	0	0	0	0	0	0	0	0	0	5
ALM - MEDICAL ALARM-1	Fire	2	0	0	0	0	0	0	0	0	0	0	0	2
AMB1 - MEDICAL TRANSPORT CODE	Fire	8	12	0	0	0	0	0	0	0	0	0	0	20
AMB3 - MEDICAL TRANSPORT CODE	Fire	2	1	0	0	0	0	0	0	0	0	0	0	3
BARK - BARK DUST FIRE	Fire	2	0	0	0	0	0	0	0	0	0	0	0	2
BRUSH - BRUSH FIRE	Fire	6	10	0	0	0	0	0	0	0	0	0	0	16
BURN - ILLEGAL BURN	Fire	15	12	0	0	0	0	0	0	0	0	0	0	27
CAR - CAR FIRE	Fire	2	2	0	0	0	0	0	0	0	0	0	0	4
CFIRE - COMMERCIAL FIRE	Fire	2	1	0	0	0	0	0	0	0	0	0	0	3
HAZMAT - HAZMAT INCIDENT	Fire	4	4	0	0	0	0	0	0	0	0	0	0	8
INFF - INFORMATION FIRE	Fire	3	3	0	0	0	0	0	0	0	0	0	0	6

[illegible]

Health & Wellness Committee  
September 3, 2019

Location:  
Scappoose Board Room

Call to Order at 0900 hrs

I. Agenda Review

II. Approval of minutes

III. Old Business

a. Medical Physicals -(O' Connor)

- Ongoing. Chief O'Connor has a "big batch" of members to go through the pre-physical. He is in contact with Leith and Linda.
- He will send out notification to everyone needing the pre-physical
- Flu shots last Wednesday of October (St. Helens) and first Wednesday of November (Scappoose)
- The question was asked about Single Role medics and the requirement for physicals during employment. Chief O'Connor advised that Single Role medics are not required to do medical physicals. They have one as part of pre-employment, but there is no requirement for on-going physicals after employment as is required in NFPA for fire personnel.

b. Recognition/Incentives

- Silk screen dry-fit shirts for CRFR?-(Motherway)
  - Still have some shirts in stock and waiting to give to members
- Costco Water bottle restock - (Motherway)
  - Jennifer has a stack for us to pick up if needed.
- Funding for Health and Wellness - (O'Connor)
  - SH didn't spend the money in the budget last year, so we now only have \$6,000 this budget cycle
  - Scappoose has \$1500 to spend. Zach has some items to add to the new Rogue Rack they purchased recently
- Gym membership reimbursement SOP update -(O'Connor)
  - Nothing to report

- Incentive Item list -(Ahlers)
  - Reviewed and discussed the incentive items list

c. Baseline Physical Assessment

- Annual PAT drill report - (O'Connor)
  - Did PAT in February and got most of the career staff and several volunteers from CRFR.
  - Virtually no volunteers from SRFD participated
- Colorado Test Update
  - Need to make an effort to advertise and solicit more participation

d. Group Training Programs

- Peer Fitness Trainer opportunities - (Ahlers)

Nothing new to report for upcoming classes.

Need to get more people certified as peer fitness trainers

- Zach is still working on locating a class somewhere for our members
- Future FMS related drills or classes for members?
  - Need to get additional peer fitness people trained to do FMS so Hennigan is not the only person who can perform them.
  - Online course is available. Ahlers is interested in getting certified

e. Equipment Needs

- Pending equipment
  - Hennigan and Ahlers will get equipment lists to Chief O'Connor

f. Communication

- Facebook Wellness Page - (group)
- Nutrition/Recipes - (Lee and group)
- Weight room log/spreadsheet - (Dietz)
- Earning incentives reminder email pending - (Ahlers)
  - Nothing new to report

g. Mental Health

- Rest Stop
  - Nothing new to report

IV. New Business

- No new business

V. Good of the Order

- Already starting to train for Seattle Stair Climb 2020
- Registration is in September
- Raindeer Run is also taking place in December 7, 2019. Now would be a great time to start training.

VI. Next Meeting date/time/location

October 15, 2019

0900 hrs

Location TBD

# Fire Hose Surplus List

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I am requesting the following sections of hose to be declared surplus by the Scappoose Fire Board of Directors. This current list is made up of hose that is no longer of service due to a multitude of reasons (liner separation, multiple holes in hose either in inner or outer jacket, etc.). Some of the hose has been removed secondary to age. NFPA recommends hose be removed from service after 10 years of service. Scappoose is in the process of moving towards this type of retirement schedule for the hose. Currently removing and declaring surplus hose that is 25 years and older.

## **3" x 50'**

92-6  
94-3  
94-9  
94-07  
94-14  
94-16  
341 (year 1994)

## **1 3/4" x 50'**

86-05 Orange  
86-13 Orange  
86-23 Orange  
92-05 Yellow  
93-11 Blue  
94-13 Orange  
94-15 Yellow  
94-16 Yellow  
94-19 Yellow  
94-20 Yellow

## **5"**

1983 White 25'

# PURCHASE PROPOSAL

(8) Sets of turnouts

## BIDS:

Sea Western (Sole Proprietor)

\$20,000 (includes freight)

## BUDGET IMPACT

Expenditure Required:	\$ 20,000	Budgeted Amount Firefighting Eqpmt: \$ 60,000 (non-specific budget amount)
Total available in Firefighting Eqpmt:	\$ 58,765	Balance in account After expenditure: \$38,765

**Discussion:** This purchase will continue our replacement program that will limit structural personal protective equipment life to 10 years. This vendor is the sole source distributor for this region supplying the brand of turnouts we use. We are requesting to stay with the same manufacturer

**Recommended Action:** I recommend the Board of Directors approve the expenditure of up to **\$20,000** with anticipation of receiving the purchase in 75-90 days.

Bids received by: P. Liebig

Approved by: Chief Greisen

Date: 8/30/2019



# SEAWESTERN

FIRE FIGHTING EQUIPMENT

P.O. Box 51, Kirkland, Washington 98083  
Phone (425) 821-5858 / Fax (425) 823-0636 / Toll Free 1-800-327-5312  
[www.seawestern.com](http://www.seawestern.com) / E-mail: [info@seawestern.com](mailto:info@seawestern.com)

## Q U O T A T I O N

TO: Scappoose RFPD  
52751 Columbia River Highway  
Scappoose, OR 97056  
DATE: 8/26/19  
ATTN: Paul Liebig  
Replying to your inquiry we are pleased to quote as follows:

ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	EXTENSION
<b><i>JANESVILLE V-FORCE TURNOUTS</i></b>				
1.	8	<b><i>Janesville V-Force Turnout Coat</i></b> With PBI MAX Outershell and W.L. Gore Crosstech "Black" Moisture Barrier, per Department Specifications. Please See Attached Line List.	<b><i>\$1,411.60</i></b>	<b><i>\$11,292.80</i></b>
2.	8	<b><i>Janesville V-Force Turnout Coat</i></b> Handwarmer Pockets with Fleece Lining.	<b><i>\$45.30</i></b>	<b><i>\$362.40</i></b>
3.		<b><i>Janesville V-Force Turnout Coat</i></b> 35" Length Coat for Chaffeur.	<b><i>\$45.50</i></b>	<b><i>\$0.00</i></b>
4.	8	<b><i>Janesville V-Force Turnout Pant</i></b> With PBI MAX Outershell and W.L. Gore Crosstech "Black" Moisture Barrier, Integrated Tool Pocket, Per Department Specifications. Please See Attached Line List.	<b><i>\$929.85</i></b>	<b><i>\$7,438.80</i></b>
<b><i><u>Total for Eight Sets of Turnouts</u></i></b>				<b><i><u>\$19,094.00</u></i></b>

FOB: Scappoose, OR  
DELIVERY: 75 to 90 Days  
TERMS: Net on Receipt  
after receipt of order  
Sea Western, Inc.  
By: Steve Morris



August 5, 2019

Scappoose Fire District  
Shelly Booth  
52751 Columbia River Hwy, Scappoose, OR 97056  
ScappooseOR97056

Dear Shelly,

Thank you for your donation to Skyline Ridge Neighbors, Inc (SRN) Annual Summer Gathering. This community event has brought neighbors together, new and old with the purpose of staying connected, having fun and to raise funds for SRN since 1992. The potluck, live music, and kid games make this event an enjoyable, comfortable down home event.

The generous donations of our neighbors and those businesses that we all patronize, in conjunction with all those who attended, donated and bid on auction items, raised over \$6000! All of those monies will go towards the quarterly Ridge Runner newsletter, the email newslines and supporting other community based activities such as SOLVE, Skyline School and the Grange.

Your donation of the Cutting Board was part of that effort. We deeply appreciate the support you provide for our neighborhood both in our auction and everything you do, day in and day out. We look forward to your participation next year. We thank you very much for being a part of what makes this neighborhood such a special place to live.

**SRN Board**

*Sincerely, Laurel Erhardt*

Laurel Erhardt, George Sowder, Brad Graff, Suzanne Perra, Rachael Brake, Grant Rolette, Tracy Waters, Alex Rose

**Skyline Ridge Neighbors**

*A nonprofit, all-volunteer neighborhood association for rural NW Multnomah County, Oregon*

501(c)3 Tax ID: EIN: 93-1290279  
14416 NW Skyline, Portland OR 97231  
503-621-3501 [srn@srnpdx.org](mailto:srn@srnpdx.org)