

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday,
March 14, 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 February 14, 2019 meeting
 - B. Bills to be approved March 14, 2019
 - C. Budget vs. Actual a/o February 28, 2019
- IV. CHIEFS' REPORTS
 - A. Chiefs' Reports & Meeting Minutes
 - B. Purchase Modular Class A Burn Cell System
 - C. Miscellaneous Items
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Oversight Committee
- VI. NEW BUSINESS –
 - A. Major Budget Items Discussion
 - B.
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

03/14/2019

Opening of meeting

President says: "I open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, March 14, 2019 at 7:00 PM at the Scappoose Fire Station. Please stand for the flag salute."

Audience Participation

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

President: "I will now entertain a motion to approve the consent agenda."

Director: "I move to approve the consent agenda" 2nd by _____

President: "Is there any discussion on the consent agenda?"

CHIEFS' REPORTS & Other Meeting Minutes – In Dropbox

PURCHASE Modular Class A Burn Cell – in Dropbox

President says "I will entertain a motion for Scappoose Fire to pay X amount toward the Modular Class A Burn Cell System outlined in the WRG quote."

Director says "I make a motion for Scappoose Fire to pay X amount toward the Modular Class A Burn Cell System outlined in the WRG quote." 2nd by _____

Miscellaneous -

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – meets before board meeting

Planning Committee –

Oversight Committee – notes in Dropbox

NEW BUSINESS – Big Budget Items in Dropbox

Audience Participation

Good of the Order –

**REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS, THURSDAY, FEBRUARY 14, 2019, SCAPPOOSE FIRE
STATION, SCAPPOOSE, OREGON.**

ATTENDANCE: Board members present: R. Cairns, A. Kriek, D. Sorenson and D. Grant. D. Graham had an excused absence

ALSO PRESENT: Fire Chief Greisen, D/C Pricher, D/C Marks and J. Salisbury.

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

AUDIENCE: Lt R. Anderson, FF L. Gandara, FF J. Kriek, and FF B. Booth.

CONSENT AGENDA: President Cairns opened discussion on the consent agenda items. Mr. Sorenson moved approval of the consent agenda and Mr. Grant seconded. Chief Greisen said that the annual fee for ImageTrend would be about \$9,000.

The motion to approve the consent agenda carried unanimously.

CHIEFS' REPORTS:

Feb 2019 Safety Minutes - Mr. Kriek asked about the OSHA visit. Chief Greisen said they will return next Wednesday to interview several staff and they are reviewing the documentation they requested from us. We have been inspected by OSHA in 2008, 2009, 2014, 2017 and 2019. 2008 was when Robert Hales died, so we were investigated for that. 2009 was the seismic upgrade. OSHA issued a stop work order on the contractor and their investigation of the seismic work included us. So far, they have not indicated that they will fine us for anything on this visit. Chief Marks said OSHA was very impressed at the initial meeting, with only a few suggestions. During this visit, OSHA implemented their first new, non-punitive testing for fire-generated carcinogens in the station by wiping surfaces and analyzing the results. There should be fewer carcinogens the further the samples are from the bays.

2018-19 Fire Med Report – Signups were similar to last year. LifeFlight had more members. 121 patients had bills waived in a total amount of \$34,284.

2018 Conflagration Reimbursements – The total on this report does not match the amount on the YTD Budget Report because we received \$125,000 from a 2017

conflagration in September 2018. That 2017 fire is not reflected in the 2018 report. We do not expect to receive the \$60,000 for the Camp Fire until early in the 2019-20 fiscal year.

Fire Chief Report – The new Legacy building in St. Helens is 22,000 square feet and will eventually accommodate all their activities.

Cornelius Pass will be closed for 13 weeks starting July 8. Logie Trail, Rocky Point and Newberry will be available for everything except truck traffic. A temporary signal will be installed at Newberry and Highway 30. Hazardous materials will have to go by way of Hwy 217; all other trucks can take Hwy 26. Chief will suggest that they put signs up forbidding truck traffic on the small local roads to counteract the universal directions given by online map applications.

EMS Chief Report – The ASA Plan will be reviewed in 2020. The fire districts legally have first right of refusal on providing ambulance service in the community.

Fire Marshal Report – Mr. Grant asked about compliance on marinas. Chief Pricher said some marinas have poor signage and are difficult to find. Others have fire safety issues, including moving units without approvals and putting them too close together. In 2019, Chief Pricher plans to focus on the marinas and make sure that they all construct stand pipes for fire protection. There are 16 marinas; 2 are not used very much. Chief Greisen said some Multnomah County marinas had to redo their occupancy permits because their original ones were over 50 years old and some were built without permits. The stand pipe at the Multnomah Yacht Club was used during that fire, but it took time to get it water to the system. The first water on the fire came from portable pumps brought down by firefighters from the engines. Mr. Grant said the marina where he lives tests and maintains its stand pipe system regularly, but that is not common with other marinas. His marina also has 4 alarms located along the walkways.

Chief Pricher said Compliance Engine for alarm, suppression and hood system is doing an excellent job of tracking commercial entities in our District to make sure that required inspections and needed repairs happen on a timely basis. At the next ISO rating, we will be able to include all of this as fire inspections. This service is free to the District.

Operations Chief Report – Mr. Sorenson asked about the District's old ambulance. Chief Greisen said we plan to remove the box and put a flat-bed on it since the chassis has less than 80,000 miles on it and it is a diesel. We can put a slip-on tank in the summer or use it to haul hose and equipment from the fires. The 1986 box is aluminum and can only be sold for scrap.

Training Chief Report – no discussion.

Safety & Resource Chief Report – Chief Greisen said the security system is not finished yet because a few items are on order. Mr. Cairns asked when the construction part of the new security would happen. Chief O'Connor will be working on that.

EMS Goals – The first is to stabilize funding for the community paramedic position. Currently it only has 2-year funding. Chief Greisen said it is a great program. ImageTrend has a sidebar for the community paramedic position, and it will accumulate data which will be useful in a year or so.

Training Goals – Chief Marks said we will not get the most expensive, space age model burn prop. The goal is to purchase a more challenging burn prop which can be altered to create different scenarios. The cost will be shared 50/50 with CRFR. SRFD budgeted \$25,000 for it but CRFR did not, so SRFD will carryover its amount to 2019-20 and CRFR will also budget for that fiscal year. We will have to get a new bid, and Chief Marks estimated it will be about \$65,000. The districts must assure that they burn non-carcinogenic fuel in the burn prop, like food quality wooden pallets and hay.

Miscellaneous – The District experienced some localized flooding, but it was not as bad as the two floods in 1996.

OLD BUSINESS

- A. Awards & Incentives Committee – Postponed due to busy month.
- B. Management Team Committee – Discussed upcoming union negotiations. President Cairns asked if Mr. Sorenson and Mr. Grant could attend the negotiation meetings since he cannot get away from work. They both agreed.
- C. Planning Committee – No meeting.
- D. Oversight Committee – The IGA is at the attorney's office being reviewed. It will be sent out to both Boards when it returns.

The Joint Board Meeting will be held on Thursday, February 28, at 7 pm at the Columbia 911 building. It is adjacent to the LBTC building.

A list of consultants who could perform the analysis of our IGA is included in the Board packet. All of them have experience with similar projects and entities. Steve Abel & Associates did the Lane County review. Emergency Service Consulting did the Forest Grove-Cornelius-Gaston-Banks. Matrix is working on a study on the fire and ambulance services for Jefferson County. CityGate has done studies with police, fire and cities in Oregon and Washington. Chief sent an email to McGrath Consulting to see what they've done in Oregon and Washington over the last five years. Also included is a list of possible questions for the consultants to consider.

NEW BUSINESS: Major Budget Items Discussion

- 10 or 12 durable laptops for engines and ambulances (Windows-based). The iPads are not working as promised by TriTech. Other departments are having the same problem. There may be a fix which includes an iPad, computer, and iPhone in each engine. TVF&R now uses Intterra, a cloud-based system which costs \$90,000 per year. They have used it for a couple years. TVF&R will pay \$60,000 and the other districts will pay the rest. This will put the internet in the engine instead of the portable radio. We will budget for this starting July 1st of the new fiscal year. Scappoose's cost will be about \$3,600 for 1.5 years. This system stays frozen

during reception gaps so there is no lost information. Intterra shows all the events that are happening; it has hydrant maps and can include building plans.

- Employer PERS rates are increasing July 1 by 21% to 35%. Since we have hired more people, our cost will increase by over \$120,000. This may mean we will not be able to set aside funds in the PERS Employer Incentive Fund program, and/or that we will not be able to save funds for equipment.
- Claims in our area currently exceed the premiums Moda is receiving. The Oregon Fire Chiefs' Association health insurance group to which we belong is voting on several options. Staying with Moda would mean an increase of over 11%; going with Regence with the same plan features would have a 5% cost increase.

AUDIENCE: No comment.

GOOD OF THE ORDER: The board expressed appreciation for the thank you notes. Chief Pricher said that the local business owner who sold us the chain saws appreciated the immediate payment. This was made possible by the two board members who made a special trip to the station to sign a single check.

The Awards Banquet is on Saturday, February 23rd at 6 p.m. at Ixtapa.

ADJOURNMENT: President Cairns adjourned the meeting at 8:28 p.m.

Signed this 14th day of March, 2019.

Ron Cairns, President

David Grant, Secretary

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
02/28/2019	Paychex - tax	ER Work Benefit	58.03
02/28/2019	Paychex Payroll	Flex spend health ins cashout	16,294.04
02/28/2019	HRA VEBA Trust	HRA VEBA Trust for health care	2,500.00
02/28/2019	Nationwide Retireme...	Feb2019 payroll contributions	475.00
02/28/2019	DuBois, Brian	reimb uninsured medical expense	45.00
03/14/2019	Special Districts Insur...	Apr2019-Health Ins	22,405.32
03/14/2019	Standard Insurance	Mar/Apr Life & LTD Insurance	1,399.75
Total 550 Insurance			43,177.14
560 Personnel Salaries			
02/20/2019	American General Lif...	Insurance Premium	59.85
02/26/2019	Oregon Dept. of Justice	PR deduction	805.00
02/28/2019	Paychex - tax	Employee taxes withheld	43,272.28
02/28/2019	Paychex Payroll	Deferred compensation	2,881.00
02/28/2019	Paychex Payroll	FLSA OT	2,180.80
02/28/2019	Paychex Payroll	FF incentives	1,445.00
02/28/2019	Paychex Payroll	Longevity	641.00
02/28/2019	Paychex Payroll	Phone Pay	150.00
02/28/2019	Paychex Payroll	Shift differential	156.06
02/28/2019	Paychex Payroll	Overtime	14,955.17
02/28/2019	Paychex Payroll	Balance of net pay	73,603.45
02/28/2019	Paychex Check	Feb2019 paycheck	259.01
02/28/2019	Nationwide Retireme...	Feb2019 payroll contributions	1,912.00
02/28/2019	Voya-State of Oregon...	Oregon Savings & Growth Plan	9,124.48
02/28/2019	Foresters Investor Se...	457P retirement - 2/28/19	3,533.33
03/12/2019	P.E.R.S.	Employee 6% IAP plus unit contrib...	9,900.41
03/14/2019	Special Districts Insur...	employee PR deductions	13.60
03/14/2019	Special Districts Insur...	employee sec125 contributions	1,125.00
03/14/2019	Pacific Athletic Club	Employee PR deduction	5.00
03/14/2019	S.H.C.F.C.U.	PR deductions	565.00
03/14/2019	Tualatin Valley Fire Fi...	2019 union dues from PR deductio...	1,542.37
03/14/2019	Standard Insurance	Mar STD PR deductions	532.08
03/14/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
Total 560 Personnel Salaries			168,879.33
570 SocSec/Medicare(FICA)			
02/28/2019	Paychex - tax	Emplryr FICA	13,949.39
Total 570 SocSec/Medicare(FICA)			13,949.39

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
580 Volunteer Services			
02/20/2019	Amazon	metallic blue certificates & holders	29.98
02/21/2019	Fred Meyer	Red Robin gift cards-Awards Banq...	700.00
02/22/2019	Michaels	awards banquet supplies	5.51
02/28/2019	Engraving Emporium,...	7 etched glass crescent awards	211.68
02/28/2019	Engraving Emporium,...	4 walnut shield plaques- 5yr service	152.00
02/28/2019	Engraving Emporium,...	4 (.75" x 1 7/8") gold alum plates	20.00
03/06/2019	Ichabods Restaurant	SVFA mtg 3/6/19	150.00
03/14/2019	O.V.F.A.	2019 annual dues	275.00
03/14/2019	Meres, Angie	270 mi @ \$0.58/mile	156.60
03/14/2019	Pizza Vendor	2/17/19 volunteer mtg food	117.65
03/14/2019	Greenup, Cade	reimb cell phone	34.00
Total 580 Volunteer Services			1,852.42
590 Personnel Benefits			
03/12/2019	P.E.R.S.	Employer PERS	34,187.78
03/14/2019	Oregon Occupational ...	physical for D. Stafford	110.00
03/14/2019	Anytime Fitness	Apr Fitness dues-J.Salisbury	33.00
03/14/2019	Pacific Athletic Club	Apr fitness dues; J. Marks	40.00
Total 590 Personnel Benefits			34,370.78
Total 1.1 GENERAL FUND PERSONNEL SVCS			262,229.06
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
02/28/2019	Cardinal Services, Inc.	20 hrs for temp M. Heath	415.40
02/28/2019	Cardinal Services, Inc.	20 hrs for temp M. Heath	321.94
02/28/2019	Systems Design	41 transports 12/2018	902.00
03/14/2019	Systems Design	80 transports Jan2019	1,760.00
03/14/2019	Sasek, Dean MD	physician advisor services	691.67
03/14/2019	Cardinal Services, Inc.	20 hrs for temp M. Heath	415.40
03/14/2019	CRFR	50% of VolCoord cost	4,195.25
Total 670 Contract Services			8,701.66
680 Communications Maintenance			
03/14/2019	Complete Wireless S...	2 VHF antennas SMA KNG-P-150	39.00
Total 680 Communications Maintenance			39.00
720 Public Fire Services			
03/14/2019	Ace Hardware - Scap...	address signs	30.36
03/14/2019	FinishLine Graphics	Wapato Marina Sign	250.00

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
Total 720 Public Fire Services			280.36
740 Uniforms			
02/28/2019	Scappoose Outfitters	5 nameplates Reisner;Reed;Horni...	25.00
02/28/2019	Scappoose Outfitters	replace nameplates on used unifor...	33.00
Total 740 Uniforms			58.00
750 Maintenance on Equipment			
02/28/2019	Boatyard at Rocky Po...	36 gal diesel @ \$3.50/gal	126.00
02/28/2019	Sunset Auto Parts	AP 3307	11.70
02/28/2019	Wilcox & Flegel	325 gal unleaded	817.02
02/28/2019	Wilcox & Flegel	700.1 gal diesel	1,545.12
03/14/2019	Curtis	Annual svc Mako Compressor	1,221.00
03/14/2019	Wilcox & Flegel	14 gal midgrade gas	42.40
03/14/2019	CRFR	AP3204 - remove boxes from exte...	420.00
03/14/2019	Columbia Feed & Sup...	saw repair-carb, fuel filter, spark pl...	170.85
03/14/2019	Fast Lube and Oil	Oil change '15 GMC 3500 pickup	67.90
03/14/2019	Physio Control, Inc.	Annual maint 4 LifePaks	6,138.00
03/14/2019	Sunset Auto Parts	shop towels	27.98
03/14/2019	Curtis	replacemt prong set; fire hose maint	77.86
03/14/2019	Sunset Auto Parts	2 ICON blades	39.98
03/14/2019	Sunset Auto Parts	Rain-X & Rain-X 2-in-1 cleaner	22.86
03/14/2019	Sunset Auto Parts	2 Bosch wiper blades	39.98
03/14/2019	Sunset Auto Parts	40W LED Headlight kit	74.95
Total 750 Maintenance on Equipment			10,843.60
760 Administration			
02/20/2019	Amazon	4 bxs Hammermill Copy Plus paper	186.60
02/22/2019	Rose City Stamps	notary stamp; Heath	28.15
02/23/2019	Safeway	food for Chiefs' mtg	37.25
02/25/2019	U.S. Postal Service	EMS certified mail	6.85
02/26/2019	Paychex Invoice	Feb2019 reg PR svcs	196.65
02/26/2019	Amazon	office supplies	131.11
02/26/2019	Amazon	24 green BIC pens	6.59
02/26/2019	Amazon	ultra fine sharpies	7.98
02/27/2019	Amazon	3 Apple iPads for board members	749.97
02/28/2019	Corporate Security S...	Background check- N.Stober	410.00
02/28/2019	Regence Blue Cross/...	refund EMS overpayment	432.84
02/28/2019	Pacific Office Automa...	monthly charge	39.60
02/28/2019	Pizza Vendor	2/13/19 safety mtg food	74.15
02/28/2019	Heath, Maria	restore \$300 petty cash balance	63.77
03/01/2019	Elavon Visa Processing	Visa card charges	170.20
03/01/2019	Oregon LGIP	bank transfer fee	0.05
03/06/2019	Fred Meyer	juice for chiefs' meeting	19.66

03/13/19

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
03/11/2019	Fred Meyer	3/11 badging ceremony food	31.25
03/12/2019	All About Mail	FIT tester postage	71.25
03/12/2019	All About Mail	shipping to return loaned equipment	15.50
03/14/2019	O.F.D.D.A.	2019 membership dues	1,500.00
03/14/2019	Waterfront Organizati...	2019 Assoc. Membership	75.00
03/14/2019	Flora Designs	get well gift for M.Greisen	60.00
03/14/2019	Pamplin Media - Spotl...	ad for Joint Brd Mtg 2/28/19	15.94
03/14/2019	Heath, Maria	reimb cell phone	50.00
03/14/2019	DocuMart Printing & ...	2019-20 budget book covers	111.21
03/14/2019	Pacific Office Automa...	qtrly color copy charge	206.85
03/14/2019	Greisen, Michael S.	Chiefs' mtg - Greisen;Marks;Priche...	87.36
03/14/2019	Greisen, Michael S.	nuts from Costco	15.99
03/14/2019	Hafeman, George B. III	Lake House rental 3/22/19 6 hrs	825.00
Total 760 Administration			5,626.77
765 Information Technology			
02/19/2019	CenturyLink	Scappoose internet backup	60.00
02/20/2019	CenturyLink	Holbrook internet	60.00
02/20/2019	CenturyLink	Holbrook static IP address	50.00
02/28/2019	AT&T Mobility	apparatus & staff wireless	345.58
02/28/2019	CenturyLink	Chapman internet charge	63.94
02/28/2019	City of Portland	800 MHz access	117.21
02/28/2019	AT&T Mobility	FirstNet wireless	133.58
02/28/2019	Maller, Dave	IT contract (server,security,AV upd...	675.00
02/28/2019	Maller, Dave	16 hrs Office 365 planning & deplo...	1,040.00
02/28/2019	Maller, Dave	5 hrs video & security upgrade net...	325.00
02/28/2019	Softchoice Corporation	10 licenses for Office 365	1,594.00
02/28/2019	LCRTOA	pd Weebly for domain - will be rei...	67.90
03/04/2019	Apple iTunes	iCloud storage plan	2.99
03/14/2019	EMS Technology Sol...	24 fleet management licenses	120.00
03/14/2019	TriZetto Provider Solu...	Mar2019 EMS billing fee	103.35
03/14/2019	Comcast	internet for Scappoose Station	241.85
03/14/2019	Verizon Wireless	Cell phones - Acct# 342023411	532.08
03/14/2019	Verizon Wireless	Cell phones - Acct# 672550930	10.02
03/14/2019	City of Portland	800 MHz access	117.21
Total 765 Information Technology			5,659.71
770 Operating Materials/Suppli			
03/14/2019	Ace Hardware - Scap...	dishwasher magic	4.99
Total 770 Operating Materials/Suppli			4.99
775 Emerg. Operating Supplies			
02/15/2019	PackShack	CRFR owes for 15 Sawyer tool po...	520.00

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
02/20/2019	Amazon	Blk Diamond Spot Headlamp	29.93
02/20/2019	Amazon	1.5" Hose thread adapter	27.17
02/20/2019	Amazon	Dickson 24 hr chart returned	-68.21
02/22/2019	Amazon	10 hat light clip-ons	128.40
02/24/2019	Amazon	safety glasses; robe hook; batterie...	39.52
02/28/2019	FeldFire	15 Majestic fire Pac II hoods	607.86
02/28/2019	Dinges Fire Company	12 Vanguard MK-1 structure gloves	869.35
03/14/2019	SeaWestern Fire App...	1 blue Cairns 360 structural helmet	259.20
Total 775 Emerg. Operating Supplies			2,413.22
780 Building & Grounds Maint.			
02/20/2019	Amazon	3 bottles BioClean hard water stai...	66.66
02/24/2019	Amazon	32" LED Monitor-new security syst...	154.00
02/25/2019	Amazon	10 brass cabinet finger pulls	19.39
02/28/2019	Ace Hardware - Scap...	strainer for bay sink	15.98
02/28/2019	Ace Hardware - Scap...	bay refrigerator bulb	3.59
02/28/2019	Ace Hardware - Scap...	4 tote bxs for uniform/turnout stora...	35.96
02/28/2019	Ace Hardware - Scap...	9 furnace filters net of discounts	118.91
03/07/2019	Amazon	32" Dell Monitor for security	162.00
03/08/2019	Amazon	40" Samsung Monitor for security	347.99
03/12/2019	Amazon	items for Active911 server/bay dis...	87.93
03/14/2019	Paramount Pest Cont...	Chapman Station pest control	65.00
03/14/2019	Ace Hardware - Scap...	misc fasteners	6.76
03/14/2019	Felton's Heating & Co...	Diagnose & install new contactor	220.32
Total 780 Building & Grounds Maint.			1,304.49
790 Training			
02/20/2019	Portland Community ...	3 of 3 tuition pmts-Stober	506.14
02/28/2019	O.V.F.A.	3 conf. reg - Marks,Hickman,Cates	1,029.00
02/28/2019	CES - OR	Paramedic tuition: Stober, Nicholas	3,000.00
03/07/2019	D.P.S.S.T.	Fingerprint: J.Melling	40.00
03/07/2019	D.P.S.S.T.	Fingerprint: KC.Cates	40.00
03/07/2019	Portland Community ...	Spring tuition-Marks	1,249.50
03/11/2019	Nat'l Assoc of Fire Inv...	CFII course 3/15/19	250.00
03/14/2019	S.H.C.F.C.U.	intern food contrib	60.00
03/14/2019	Ferrellgas	propane - acct#49463906	715.89
Total 790 Training			6,890.53
810 Utilities			
02/28/2019	CenturyLink	landlines	447.70
02/28/2019	City of Scappoose	water and sewer bill	291.45
02/28/2019	CRPUD	boathouse electricity	93.77
02/28/2019	CRPUD	main station electricity	1,152.11

Scappoose Rural Fire District

Itemized Account Activity

February 15 through March 14, 2019

Date	Source Name	Memo	Paid Amou...
02/28/2019	Comcast	cable for Scappoose Station	32.25
03/14/2019	P.G.E.	electricity for Holbrook station	128.17
03/14/2019	Waste Management ...	Garbage/Recycling	123.73
03/14/2019	Waste Management ...	Extra pickup-OSHA cleanup	27.27
03/14/2019	W.O.E.C.	Chapman electricity	341.00
03/14/2019	N.W. Natural Gas	Acct 447881-4	404.58
Total 810 Utilities			3,042.03
870 EMS Operations			
02/28/2019	Airgas - USA, LLC	medical oxygen	402.30
02/28/2019	Airgas - USA, LLC	medical oxygen	207.44
02/28/2019	Bound Tree Corp.	1 bx rocuronium (10 vials/box)	214.85
02/28/2019	Bound Tree Corp.	medical supplies	1,519.10
03/11/2019	Hellofax	hellofax	9.99
03/14/2019	Airgas - USA, LLC	medical oxygen	266.25
03/14/2019	Bound Tree Corp.	medical supplies	648.80
03/14/2019	Bound Tree Corp.	medical supplies	104.72
03/14/2019	Bound Tree Corp.	medical supplies	166.74
03/14/2019	EMS Technology Sol...	5 inventory & asset mgmt licenses	150.00
03/14/2019	Airgas - USA, LLC	cylinder rental	141.55
03/14/2019	Environmental Compli...	2 biohazard containers	75.00
03/14/2019	Bound Tree Corp.	5 bxs hot packs (4/bx)	127.45
Total 870 EMS Operations			4,034.19
880 FireMed			
03/14/2019	Life Flight Memberships	2 Life Flight membership fees	130.00
Total 880 FireMed			130.00
Total 1.2 GENERAL FUND MATERIAL & SVC			49,028.55
Total 1...			311,257.61
Total 1..GENERAL FUND EXPENDITURES			311,257.61
TOTAL			311,257.61

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through March 14, 2019

	Jul 1, '1...	Budget	\$ Over B...	% of Bu...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	195,499	150,000	45,499	130%
EMS Receipts	520,796	670,000	-149,204	78%
Fire Marshal	71,300	25,000	46,300	285%
FireMed	42,165	39,300	2,865	107%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	4,250	0	4,250	100%
Interest Earned on Investments	35,214	28,500	6,714	124%
Intergovernmental	68,727	100,645	-31,918	68%
Miscellaneous Revenue	17,901	25,000	-7,099	72%
Property Taxes				
Taxes - Current				
Local Option Levy	1,503,692	1,516,604	-12,912	99%
Permanent Rate Levy	1,354,033	1,363,109	-9,076	99%
Total Taxes - Current	2,857,725	2,879,713	-21,988	99%
Taxes - Prior Years	119,303	92,000	27,303	130%
Total Property Taxes	2,977,028	2,971,713	5,315	100%
Total 1. GENERAL FUND REVENUES	5,610,487	5,680,568	-70,081	99%
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	2,208	2,500	-292	88%
Transfers In	0	189,487	-189,487	0%
Total 3. PROPERTY FUND REVENUES	159,635	336,233	-176,598	47%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	2,732	3,510	-778	78%
Total 4. PERSONNEL SVCS FUND REVEN	211,584	212,534	-950	100%
Total Income	6,094,656	6,229,335	-134,679	98%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	383,259	588,420	-205,161	65%
560 Personnel Salaries	1,399,392	2,218,355	-818,963	63%
570 SocSec/Medicare(FICA)	110,304	167,130	-56,826	66%
580 Volunteer Services	17,652	78,000	-60,348	23%
590 Personnel Benefits	330,045	560,757	-230,712	59%
Total 1.1 GENERAL FUND PERSONNEL...	2,240,652	3,612,662	-1,372,010	62%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	59,843	113,843	-54,000	53%
680 Communications Maintenance	9,462	20,000	-10,539	47%
720 Public Fire Services	5,616	14,800	-9,184	38%
730 Property & Liability Insur.	51,085	51,985	-900	98%

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through March 14, 2019

	Jul 1, '1...	Budget	\$ Over B...	% of Bu...
740 Uniforms	10,489	20,000	-9,511	52%
750 Maintenance on Equipment	62,812	143,500	-80,688	44%
760 Administration	33,932	56,120	-22,188	60%
765 Information Technology	64,733	69,900	-5,167	93%
770 Operating Materials/Suppli	2,555	5,000	-2,445	51%
775 Emerg. Operating Supplies	55,731	65,000	-9,269	86%
780 Building & Grounds Maint.	15,132	125,731	-110,599	12%
790 Training	40,582	85,000	-44,418	48%
810 Utilities	20,339	37,600	-17,261	54%
870 EMS Operations	52,709	90,000	-37,291	59%
880 FireMed	17,160	20,000	-2,840	86%
Total 1.2 GENERAL FUND MATERIAL &...	502,180	918,479	-416,299	55%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	1,039	109,940	-108,901	1%
Total 1.3 GENERAL FUND CAPITL OUT...	1,039	109,940	-108,901	1%
Total 1...	2,743,872	4,641,081	-1,897,209	59%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	0	189,487	-189,487	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	189,487	-189,487	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	2,743,872	5,680,568	-2,936,696	48%
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	0	196,233	-196,233	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	13,115	336,233	-323,118	4%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	39,545	207,534	-167,989	19%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	39,545	212,534	-172,989	19%
Total Expense	2,796,531	6,229,335	-3,432,804	45%
Net Income	3,298,125	0	3,298,125	100%

Fire Chief Report

February 2019

I met with personnel to discuss the good and the bad of the Intergovernmental Agreement. The written report was given to the board members at the joint board meeting. I worked with the attorney on the IGA rewrite and contacted consultants for the cooperative service study. I started preparing for the union negotiation process and held the first meeting with local 1660. I also worked on personnel issues and awards for SRFD award banquet.

I attended a Senate committee hearing in Salem on SB 528 allowing memorial signs to be erected along the highways in Oregon for fallen firefighters. The current law only allows for memorial signs for veterans and fallen law enforcement offices.

Meetings & Drills

2/5 3215 & mgmt. meeting	2/5 Chief meeting
2/7 First Responder Breakfast Rose Valley	2/8 Probationary testing
2/11 Fire Defense meeting	2/12 CRFR board meeting
2/14 Chief meeting	2/14 SRFD board meeting
2/18 Case Reviews	2/20 CRFR volunteer assoc. meeting
2/21 Company Officer meeting	2/21 Scappoose Urban Renewal meeting
2/23 SRFD award banquet	2/24 Grant Watts Birthday Auction Party
2/26 1660 Negotiation meeting	2/27 SB 528 hearing in Salem
2/27 SRFD volunteer membership mtg.	2/28 Joint Board meeting

EMS Office

February 2019

- 1 Pediatric advanced life support course
- 4 Community paramedic huddle
- 5 Chief's meeting
- 5 Field training and evaluation program mentor meeting
- 6 12 month probationary EMS practical exam
- 7 ImageTrend in-service
- 8 12 month probationary EMS practical exam
- 11 ImageTrend in-service
- 12 Flood response
- 13 Target Solutions training
- 14 Chief's meeting
- 15 Firefighter/Paramedic interviews
- 19 ImageTrend report meeting
- 18 EMS training
- 20 Community Paramedic progress report
- 21 Chief's meeting
- 21 Career company officer meeting
- 21 ImageTrend data meeting
- 22 Review county ambulance service area plan
- 23 Volunteer officer meeting
- 25 Community Paramedic Huddle
- 26 Mobile Integrated Healthcare meeting
- 27 Personnel meeting
- 28 Joint Board meeting

Paramedics at both agencies have completed pediatric advanced life support recertification. Chief Marks and I have begun planning a skills competency training day to be held the evening of March 19th. In addition to meeting state relicensing requirements, it is an excellent opportunity to get hands on training for critical skills. Once this training is completed and the EMT or paramedic has completed all continuing medical training, they may complete the licensing process with the state.

Several ImageTrend training sessions took place during February to fully update crews with current information. Training on updated workflows have helped streamline the process for patient care reporting and billing. The training has been very interactive and an excellent opportunity for crews to ask clarifying questions.

Other duties included a physician advisor correspondence, submission of a community paramedic progress report, firefighter/paramedic interviews and EMS testing for probationary firefighters.

Division Chief O'Connor Monthly Report February 2019

Meetings: Cradlepoint configuration 2/1; chiefs 2/5; volunteers 2/7; CRFR board 2/12; OSHA re-inspection 2/20; Scappoose safety 2/13; chiefs 2/14; chiefs 2/21; company officers 2/21; volunteer company officers 2/23; chaplains 2/26; joint board 2/28

Facilities: Continued install of Scappoose security system; LBTC gate replacement; continued work toward Fairgrounds station kitchen remodel; ordering of various station supplies and equipment; proposals received from Peak Electric for work at SH & FG stations

PIO: Continued updates of social media pages and press releases

I/T: Network switch at admin needs replacement, new one has arrived; wifi throughout CRF&R needs rebuild; continued problems between billing vendor and internal server at Scappoose; 3 new computers arrived, need to be setup on CRFR network; continued problems between CAD and end user devices (connectivity); Continued issues between JMF software and network; email and network access setup for new part time EMS staff; set up new ipads for Scappoose board members; work with Chief Greenup for volunteer participation reports from Image Trend and Crew Sense

Safety/Health: Started Physical Ability Testing (PAT); Completed OSHA inspection at Scappoose station with no fines/citations issued

Misc: Built and sent out Request for Proposals (RFP) for fire hose (AFG grant);

CRF&R Volunteer Hours: February 476 hrs

SRFD Volunteer Hours: January – 448 hrs

February 2019 – Chief of Operations Monthly Report

Operations has started the process for the 2019/20 budget with capital replacement request items. The goal of operations is to bring both Fire Districts closer in regard to equipment, training, response patterns, and structure. It is an ongoing process and many of the items required are to replace aging, dilapidated, and dangerous equipment within both Districts.

Many of the tools and apparatus are near or past their prime use and we can no longer afford to “kick the can down the road” to another budget in order to stave off the inevitable. The requests that will be made include Fire Apparatus, Extrication Equipment, Safety Gear, and Staff Vehicles. As stated above many of our vehicles require ongoing repairs to maintain their availability for emergency response. Parts are increasingly hard to find, requiring time for our maintenance staff to attempt to locate and retrieve.

Safety should be paramount and foremost in our process to ensure that our firefighters and EMS staff have the best possible equipment within the confines of our budgets. If we chose to push purchasing items till later budget dates will only compound our dilemma and force greater monetary spending.

“Debt” or the perceived notion that by purchasing apparatus or equipment using a payment process such as flex-lease is a poor idea. Operations challenges this notion with the following example: If you own your own home and make a payment, are you not in “Debt”, do you pay cash for your vehicle or do you make payments? Is this not also “Debt”. To much debt is a bad thing, but in moderation everyone has one form or another. Flex-lease is an option to make several yearly payments in order to obtain a needed piece of equipment. The downside is that we are tied to that payment for the 3-5 years it takes to pay it off. It is one option to consider when we look at large scale capital purchases.

CCOM/CAD – We have seen some improvement in the CAD system with minimal interruptions over the last several months. Ops is working with CCOM to continue to improve the process and obtain the needed information our crews need to respond to an emergency incident.

Image Trend – Both Districts are operating I.T. as the primary emergency reporting software and we continue to improve the process. We have had success creating reports and data mining information for use for deployment models, response time analysis, and call typing. In future Board meetings we will be providing that information in the Board Report section.

New Apparatus – CRFR and SRFD have 4 new ambulances in service between both agencies. CRFR is fielding (3) 2018 Dodge Type I ambulances and SRFD is fielding a new Ford F350 Type I 4x4 ambulance. Both Districts have experienced a factory repair issue and both have been or will be repaired shortly.

CRFR will be receiving a new command vehicle and a new Type VI Brush apparatus chassis this month. JMF personnel anticipate 30-60 days to have units in service ready for response. CRFR Heavy Brush 473 is currently at Mallory receiving its water tank install. It should be operational by April 2019.



Brush gear: CRFR is currently distributing Wildland Fire Shelters to all career and volunteer staff. Our goal is to issue shelters to all members prior to the start of fire season. Ops will also be ordering wildland gear and equipment that was budgeted in the current 2018/19 budget.

Chain saws for both Districts have been purchased and will soon be placed into service on all Fire and Brush apparatus. This purchase allows for training, interoperability, and parts sharing between agencies on incidents. The goal is to improve our interoperability in all fields of Fire and EMS between both Fire Districts.

Meetings:

- Volunteer Association Meeting
- CCOM – CAD Issues
- Senior Staff Meeting
- Fire reports and NFIRS updates
- Columbia County Fire Defense Board Meeting- Cancelled due to weather
- Duty Officer
- Image Trend Updates
- Apparatus repairs and equipment inventory changes
- 2019 Fire Academy Training - Weekends
- OP/IQ Update and potential use for Fire Apparatus/Stations
- Chief Officer Conference Meetings

Problem	Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
AB - ABDOMINAL PAIN	EMS	1	4	4	1	2	3	2	5	0	0	0	0	22
AB1 - ABDOMINAL PAIN C1	EMS	0	0	0	0	1	1	0	0	0	0	0	0	2
AL - ALLERGIC REACTION	EMS	1	3	0	1	1	1	2	4	0	0	0	0	13
ANB - ANIMAL BITES/ATTACKS	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
ASLW - ASSAULT WEAPONS	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
AST - ASSAULT PHYSICAL	EMS	2	1	2	0	2	3	0	0	0	0	0	0	10
BA - BACK PAIN	EMS	0	1	2	2	3	2	1	2	0	0	0	0	13
BA1 - BACK PAIN C1	EMS	0	1	2	2	0	0	2	2	0	0	0	0	9
BHI - BEHAVIORAL HEALTH	EMS	5	1	2	6	1	3	1	4	0	0	0	0	23
BL - BLEEDING PROBLEM	EMS	2	0	3	0	3	2	2	2	0	0	0	0	14
BL1 - BLEEDING PROBLEM C1	EMS	0	0	0	0	0	0	3	1	0	0	0	0	4
BR - BREATHING PROBLEM	EMS	6	10	12	7	12	8	16	27	0	0	0	0	98
BR1 - BREATHING PROBLEM C1	EMS	0	0	0	0	2	2	0	0	0	0	0	0	4
BU - BURNS	EMS	0	0	1	0	0	0	0	0	0	0	0	0	1
CH - CHEST PAIN/HEART	EMS	20	16	20	21	16	21	13	16	0	0	0	0	143
CK - CHOKING	EMS	0	2	0	0	0	2	0	0	0	0	0	0	4
CPR - CARDIAC ARREST	EMS	3	7	5	3	7	6	9	5	0	0	0	0	45
CVA - STROKE	EMS	8	3	5	5	3	3	1	4	0	0	0	0	32
DI - DIABETIC PROBLEMS	EMS	1	1	3	1	3	1	3	3	0	0	0	0	16
DI1 - DIABETIC C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
DR - DROWNING/DIVING/SCUBA	EMS	0	0	0	0	0	0	1	0	0	0	0	0	1
FA - FALL	EMS	11	15	10	12	12	12	10	12	0	0	0	0	94
FA1 - FALLS C1	EMS	3	7	5	7	5	5	5	6	0	0	0	0	43
HCE - HEAT/COLDS EXPOSURE	EMS	3	0	0	0	2	1	0	0	0	0	0	0	6
HCE1 - HEAT/COLD EXPOSURE C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
HED - HEADACHE	EMS	0	0	0	1	1	2	0	1	0	0	0	0	5
HRI - HIT AND RUN INJ	EMS	0	0	0	0	0	0	1	0	0	0	0	0	1
LA - LIFT ASSIST	EMS	8	7	2	4	11	8	3	6	0	0	0	0	49
OVD - OVERDOSE/POISON	EMS	0	3	2	3	0	3	2	0	0	0	0	0	13
PR - PREG/CHILDBIRTH/MISCAR	EMS	0	0	1	1	0	0	0	0	0	0	0	0	2
SK - SICK PERSON	EMS	29	20	10	13	23	21	17	27	0	0	0	0	160
SK1 - SICK PERSON C1	EMS	6	7	8	9	7	6	7	9	0	0	0	0	59
SZ - SEIZURES	EMS	2	3	5	2	7	3	11	3	0	0	0	0	36
TAI - TRAFFIC ACCIDENT INJURY	EMS	7	7	8	10	8	9	8	3	0	0	0	0	60
TOX - TOXIC EXPOSURE	EMS	0	0	0	0	2	0	0	0	0	0	0	0	2
TR - TRAUMA	EMS	13	4	11	7	7	3	7	1	0	0	0	0	53
TR1 - TRAUMA C1	EMS	1	2	3	2	1	1	1	2	0	0	0	0	13
UN - UNCONSCIOUS/FAINTING	EMS	7	5	5	2	6	4	2	4	0	0	0	0	35
ALFC - COMMERCIAL FIRE ALAR	Fire	12	9	8	14	7	4	5	7	0	0	0	0	66
ALFR - RESIDENTIAL ALARM	Fire	2	3	1	1	1	1	0	2	0	0	0	0	11
ALM - MEDICAL ALARM-1	Fire	3	6	2	4	3	1	3	6	0	0	0	0	28
AMB1 - MEDICAL TRANSPORT CODE	Fire	5	5	7	5	5	3	8	10	0	0	0	0	48
AMB3 - MEDICAL TRANSPORT CODE	Fire	3	3	3	4	2	2	1	2	0	0	0	0	20
BARK - BARK DUST FIRE	Fire	4	3	1	0	0	0	0	0	0	0	0	0	8
BARN - BARN FIRE	Fire	0	0	1	1	0	0	0	0	0	0	0	0	2
BRUSH - BRUSH FIRE	Fire	7	5	8	6	0	1	1	0	0	0	0	0	28
BURN - ILLEGAL BURN	Fire	26	27	16	16	6	1	5	2	0	0	0	0	99

CAR - CAR FIRE	Fire	0	1	1	0	3	1	1	0	0	0	0	0	7
CFIRE - COMMERCIAL FIRE	Fire	4	2	1	2	0	4	1	4	0	0	0	0	18
CHIM - CHIMNEY FIRE	Fire	0	0	0	0	1	1	1	4	0	0	0	0	7
HAZMAT - HAZMAT INCIDENT	Fire	0	2	1	3	3	2	2	1	0	0	0	0	14
INFF - INFORMATION FIRE	Fire	1	3	5	1	4	4	3	1	0	0	0	0	22
MISCELLANEOUS - FIRE	Fire	29	25	17	13	12	13	12	18	0	0	0	0	139
MISCN - MISC NON FIRE	Fire	2	1	0	4	1	5	2	10	0	0	0	0	25
MOVEUP - MOVE UP	Fire	0	0	1	0	0	0	0	0	0	0	0	0	1
MR2** - MARINE RESCUE EMRGNCY	Fire	0	1	0	0	0	0	0	0	0	0	0	0	1
MUA - MUTUAL AID	Fire	2	5	2	2	1	0	0	0	0	0	0	0	12
NGAS - NATURAL GAS LEAK	Fire	2	1	4	0	0	0	0	1	0	0	0	0	8
ODOR - ODOR INVESTIGATION	Fire	0	0	3	7	2	2	4	0	0	0	0	0	18
PA - PUBLIC ASSIST	Fire	7	10	7	4	4	3	6	5	0	0	0	0	46
RFIRE - RESIDENTIAL FIRE	Fire	5	4	5	5	4	4	4	6	0	0	0	0	37
SEND1 - SEND MEDICAL CODE 1	Fire	4	2	4	5	2	3	5	6	0	0	0	0	31
SEND3 - SEND MEDICAL CODE 3	Fire	0	1	1	2	1	3	0	0	0	0	0	0	8
SERV - SERV	Fire	9	3	5	2	4	4	4	6	0	0	0	0	37
SMOKE - SMOKE IN THE AREA	Fire	0	0	0	0	0	0	0	1	0	0	0	0	1
SUA - SUICIDE ATTEMPT	Fire	2	4	9	9	2	5	7	6	0	0	0	0	44
TAF - TRAFFIC ACCIDENT ON FIRE	Fire	1	2	0	0	0	0	0	0	0	0	0	0	3
TAT - TRAFFIC ACCIDENT ENTRAPM	Fire	0	0	0	0	0	1	0	0	0	0	0	0	1
TAU - TRAFFIC ACCIDENT UNK INJ	Fire	8	10	7	15	15	12	13	14	0	0	0	0	94
TAW - TRAFFIC ACCIDENT WATER	Fire	0	0	1	0	0	1	0	1	0	0	0	0	3
TECHR - TECHNICAL RESCUE	Fire	0	0	1	0	0	0	0	0	0	0	0	0	1
TRUCK - TRUCK FIRE	Fire	2	1	0	0	0	0	0	1	0	0	0	0	4
Total EMS	EMS	142	131	131	122	148	136	130	149	0	0	0	0	1089
Total Fire	Fire	140	139	122	125	83	81	88	114	0	0	0	0	892
Total	All	282	270	253	247	231	217	218	263	0	0	0	0	1981

[illegible]

February 2019 Training Chief Report Chief Marks

2 and 3	Volunteer Academy
4 th	ACLS
6 th	Probationary testing
8 th	Probationary testing
9 and 10	Volunteer Academy
12 th	CRFR Board Meeting
14 th	Chiefs Meeting
13 th	Morning and evening Drills
19 th	CRFR Vol Meeting
21 st	Company officers meeting
23 rd	Vol Officers Meeting
23 rd	SRFD Banquet
24 th to March 1-	AFG Reviews

A lot of my time this month was spent at the local torture center of North Lake PT trying to get my shoulder back where it needs to be.

Projects that I have been working on include the volunteer recruit academy, Fire Officer 1 academy, training schedule, and typical training prep. I did spend a week at the National Fire Academy reviewing AFG grants. I was able to see some very well written grants and some very poorly written ones. It was a great learning experience.

Fire Marshal Report

February 2019

Meetings Attended

Many meetings

Training Attended

Advanced Cardiac Life Support

Interagency Fire UAS Subcommittee meeting (NWCG)

Projects

RAXAR

READY Set GO (Both Districts)

sUAS Regional COA

Fire Code Guide Update

Special Operations

Plan Reviews

CRPUD Fire Alarm

Glowing Putter Fire Alarm

Ofstead Fire Alarm

TVBS Building Fire Alarm

Fire Investigations

4

General Information

Spent a lot of time this month on fire investigations with a couple of challenging fires. Plan reviews also consumed a considerable amount of time as did several requested reports. Raxar implementation had to be placed on hold for a majority of the month. There is a lot of activity with new construction and needing to in-service fire alarm, sprinkler systems and building finals. Several business and government entities have requested inspections which is very time intensive. Our new Pressure Chart Recorder is working very well! The Jail and sheriff complex took most of a day. Next on the list are the Schools in Scappoose.

03/14/19

Accrual Basis

Scappoose Rural Fire District

SDW EMS Receipts

February 19 through March 15, 2019

Date	Name	Memo	Amount
1. GENERAL FUND REVENUES			
EMS Receipts			
02/19/2019	SDW	BCBS	2,142.20
02/20/2019	SDW	Medicaid	350.05
02/20/2019	SDW	Medicare	3,844.71
02/25/2019	SDW	BCBS	591.08
02/26/2019	SDW	misc pmts	859.34
02/26/2019	SDW	OR Medicaid	1,312.55
03/04/2019	SDW	BCBS	3,256.00
03/05/2019	SDW	Medicaid	469.37
03/05/2019	SDW	Medicare	466.16
03/08/2019	SDW	misc pmts	328.09
03/11/2019	SDW	medicare	9,359.81
03/11/2019	SDW	misc pmts	5,266.48
03/11/2019	SDW	BCBS	2,248.95
03/12/2019	SDW	OHA	79.36
03/12/2019	SDW	Mut of Oma...	234.32
03/14/2019	SDW	misc pmts	3,098.36
03/15/2019	SDW	Medicare	1,327.43
03/15/2019	SDW	BCBS	2,597.91
Total EMS Receipts			37,832.17
Total 1. GENERAL FUND REVENUES			37,832.17
TOTAL			37,832.17

Total receipts for this period = \$52,966
 SDW percent of total = 71%

2017-18 receipts for the same days
 totaled \$56,313

Dec 13 - Feb 28

201 transports billed by SDW

Columbia River Fire & Rescue and
Scappoose Rural Fire Protection District
Joint Meeting of the Board of Directors
Columbia 911 District Office, 58611 McNulty Way, St. Helens
February 28, 2019 7:00pm

Special Meeting: After due and legal notice the joint meeting of the Columbia River Fire & Rescue and Scappoose Rural Fire Protection District Boards of Directors was called to order at 7:03 pm by CRFR Board President Hans Feige and at 7:04 pm by Scappoose President Ron Cairns.

Present: Mark Kreutzer, Hans Feige, Kelly Niles, David Grant, David Sorenson, Ron Cairns, Andy Kriek

Absent: David Graham, Gary Hudson, Ron Schlumpberger

Others: Chief Greisen, FD Nelson, DC Coombs, DC Marks, Janine Salisbury, Lt. Neilson, DC Pricher, RR Motherway, FF Lehner, Lt. Brody, FF Schrotzberger, Shelly Booth, FF Fletcher, DC O'Connor, Kim McLane, Justin Kriek

Hans Feige led the flag salute.

Changes to the agenda: The Boards will discuss the joint process for hiring a chief. There is a request for a CRFR baseball sponsorship.

Business Items:

1. Update on Consultants for Cooperative Services Study
 - a. The Districts can handle this process two different ways: RFP or request quotes because the services would cost less than \$100,000. There are sample reports to review from Forest Grove, Lane County, Douglas County, Jefferson County. Most frequently used vendors are Steve Able and Matrix.
 - b. Mark Kreutzer has arranged for Mike Duyck to come on March 12th at 6:00 pm to give a presentation about feasibility studies to the CRFR Board. Scappoose members are invited to attend as well. The presentation will take place at CCOM.
 - c. Can an RFP be completed by the March 12th meeting? Chief Greisen can have a draft available for review. Both Boards have copies of the Forest Grove and Lane County studies.
2. Draft RFP for Cooperative Services Study
 - a. Previous discussion covers this item
3. Report on favorable and unfavorable IGA
 - a. Report provided to Board members. It will be updated. Chief Officers need to make some changes. The concerns/comments section is not specifically about the IGA but is still important information. Most of the data has been compiled but there are more pages to process.
 - b. Chief Pricher assisted in putting the report together. It will be provided electronically.
 - c. The Boards reviewed the document including the history of the original Duty Chief IGA and its evolution to the current IGA.
 - d. Per Chief Greisen, not much of the information was a surprise. There is a communication issue, which is the #1 negative. Miscommunication or lack of communication to Company Officers is having a negative impact. Scheduling is

an issue organizational-wide. Upgrades to software systems, including the implementation of Office 365 will help to create opportunities. There was discussion about communication in the past. The District had additional support staff to assist in that endeavor. Technology has replaced people. We need to use technology better.

- e. Division Chiefs will be assigned to specific shifts to aid in standardizing communication, chain of command, training, etc. The Goal will be to eventually get the Chiefs on shift. Line staff are willing to help out with duties where they can. There will be many opportunities to open the door to conversations and consistent messaging.
 - f. Hans Feige asked Chief Greisen what he thinks needs to happen. Chief officers need to work on the compiled comments and standardize communication.
 - g. CRFR Admin is not included in the focus groups. The Chiefs have discussed some of the categories at their meetings.
4. Draft IGA from legal council
- a. This will be deferred while copies are being made for the Board members.
5. Miscellaneous
- a. CRFR has been asked to lend their logo to St. Helens Little League for a baseball sponsorship. The fee has already been paid by someone else, just need permission to use the logo. Kelly Niles moved to approve, Mark Kreutzer 2nd the motion. There was discussion about potential liability or issue with public perception. Unanimous vote, motion approved.
 - b. There was a short discussion about Shift Chiefs and their effect on Company Officers on scene. Will they overshadow the Company Officers and stifle their growth? DC's on shift will still be working Monday-Friday and flexing time. Crews should still have the same flexibility they have now when they roll up on a scene. It is not the goal to overshadow crews or circumvent the chain of command.
 - c. Chief Greisen has announced his intent to retire in fall 2019. The plan for hiring has been outlined as one of the appendices in the IGA. A third party consultant should handle the process and report finding to the Oversight Committee. The Oversight Committee will make a recommendation to the Boards. Chief's current timeline is fall, could be November or December if necessary.
 - d. Mark Kreutzer will get SDAO and Western Fire Chiefs to put information together to create a presentation and begin the process. Is it okay to start with SDAO and then shift gears if necessary? The process will incur costs regardless of the agency used. The Oversight Committee should discuss the particulars. Tentatively they can meet on March 8th if the information can be pulled together by then.
6. Resume review of the IGA
- a. Some of the recommendations are too detailed. Should this also be an Oversight Committee responsibility? Board members would like time to review. Chief Greisen will talk with legal on March 1 regarding the remaining appendices that are not available currently.
 - b. Hans Feige asked that all Board members read and give comments to their respective Oversight Committee representatives for discussion.

Good of the order: None

Public Comment: None

Being no further business, the CRFR Board of Directors meeting adjourned at 8:22pm.

Being no further business, Scappoose Fire Board of Directors meeting adjourned at 8:22 pm.

PURCHASE PROPOSAL

Class A Burn Cell

BID:

WRG Fire Training Simulation Systems, Inc.
(Burn cell system only)

\$32,100

Discussion: The District has found a need for increased realistic training. An area noted is fire training with heat and smoke. While the current LBTC burn rooms provide live fire experience, there is not enough smoke production to make the scenario realistic. This Class A Burn Cell will allow the training division to use heat and smoke in a realistic scenario to properly prepare our staff. It will be placed at LBTC. The Burn Cell was included in this year's budget. The cost will be shared with CRF&R in accordance with recent discussions.

The LBTC has 3 other WRG training systems which work together to provide a complete training experience. Therefore, this is a sole-source procurement which qualifies for exemption from the 3 bid requirement for purchases of this size under ORS 279B.075(2)(a) "That the efficient utilization of existing goods requires acquiring compatible goods or services."

BUDGET IMPACT

District Expenditure Required: \$25,000	Budgeted Amount (Capital Outlay): \$ 109,940
Total available in Capital Outlay: \$ 108,901	Balance in account After expenditure: \$ 83,901

Recommended Action: I recommend the Board of Directors approve the expenditure of \$25,000 for a Class A Burn Cell training prop.

By: D/C Marks

Approved by: Chief Greisen

Date: March 7, 2019

ALWAYS READY TO SERVE

PROPOSAL

WRG FIRE TRAINING SIMULATION SYSTEMS, INC.

PROVIDING SAFE-PREDICTABLE-TRAINING FACILITIES TO ALL AMERICAS HEROES

PROPOSAL # 1064P3519

DATE: March 5th 2019

1100 INDUSTRIAL PARKWAY, NEWBERG, OREGON 97132

Phone (503-925-1475) Fax (503-925-9261)

www.wrgfiretraining.com www.bremertontrainingcenter.com

TO Columbia River Fire and Rescue
270 Columbia Blvd
St Helens OR 97051

SHIP CHIEF SMYTH
TO Fire Training Grounds

Customer ID (1064)

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
	BURN CELL	wrg			Net 30	

QTY	ITEM #	DESCRIPTION	LINE TOTAL
1	FC2403BC	PROVIDE MODULAR CLASS A BURN CELL SYSTEM CONSISTING OF TWO 40 FOOT CONEX STYLE BURN CELLS PROPOSAL INCLUDES 3-16X8 FOOT FIRE AREAS LINED IN GALVAINZED HAT CHANNEL 7 REUSABLE HOT DIPPED GALVAINZED BURN DOORS 3- REUSABLE HOT DIPPED GALVANIZED BURN SHUTTERS REUSABLE FIRE BRICK FLOORING IN BURN AREA 4- REUSABLE BURN WALL SHIELDS 1- REUSABLE CHIMNEY DAMPER RED EXTERIOR ENAMEL TRANSPORTATION SET UP AND LEVELING FOOTINGS	32,100.00
1	FC1403I	PROVIDE 1403 INSPECTION SERVICE, PREVENTIVE MAINTENANCE, AND CERTIFICATION PLAQUE STRUCTURAL TRAINER 2,750.00 STREET SCAP 1,500.00 TECHNICAL RESCUE 1,500.00 FLASHOVER 500.00	6,250.00
1	FCC1436	EXTEND STORAGE BALCONY 14 FEET (ONE BAY) PROVIDE DESIGN, ENGINEERING, PERMITS, MATERIALS, ASSEMBLY	EST. 31,000.00

THANK YOU

IF YOU HAVE ANY QUESTIONS REGARDING THIS PROPOSAL PLEASE CONTACT US DIRECTLY 503-793-8449

Appendix Five - Training Center

The new version of the draft Intergovernmental agreement between Columbia River Fire & Rescue (CRFR) and Scappoose Rural Fire District (SRFD) has an Appendix Five – Training Center, which says that the SRFD will be paying an annual fee of \$20,000 to CRFR for the use of the training center. At CRFR sole discretion the fee may be paid as a direct payment to CRFR or as a contribution to a capital training project. CRFR and SRFD were planning to construct a class “A” burning prop at the training center. Scappoose budgeted \$25,000 towards the project and CRFR was unable to budget for the project. The class “A” burn prop project is currently projected to cost \$32,100.

If approved by the SRFD board of directors, the SRFD would fund \$25,000 towards the class “A” burn prop located at the training center. The funds provided to the project would be credited as follows;

\$20,000 for meeting the contribution for the 2018/2019 Appendix Five - Training Center agreement.

Balance of \$5,000. would go towards the 2019/2020 contribution requirement of the agreement.

The above financial arrangement was agreed to by the board of directors for the Columbia River Fire and Rescue on March 12, 2019 and to be credited for capital improvement project of the class “A” burn prop

Hans Feige, President

Date

Kelly Niles, Vice-President

Date

Oversight Committee Meeting Notes

January 28, 2019 at 5 p.m.

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

The first order of business was scheduling a joint board meeting between CRFR and Scappoose. The group agreed on Thursday, February 28, 2019 at 7 p.m. at the Columbia 911 building. CRFR has been holding its board meetings there. Both districts must advertise this meeting after Chief Greisen confirms the location. The other board members will be notified. David Graham with Scappoose will still be out-of-District on that date.

The Committee began reviewing the revised Intergovernmental Agreement.

Chief Greisen said that he changed the Chief hiring section to provide that, during a joint board meeting, each District would go into executive session to consider the hiring decision.

The Committee reviewed the language emphasizing that the Fire Chief is at all times solely an employee of Scappoose.

With the goal of expediting completion, the Committee discussed sending the current document with all exhibits and appendixes for legal review. This is about a month earlier than Speer Hoyt was previously told to expect it. Chief Greisen agreed to send it, while noting that the legal review might not be completed before the February board meetings.

The Committee discussed again whether to call themselves a committee, a group, and other possibilities. The consensus was to use 'committee.'

In Section 11 of the Master IGA, the Committee removed language specifying Christy Monson as the attorney in Section 11 of the Master IGA and retained the language specifying the Local Government Law Group of Speer Hoyt LLC. Language stating that Speer Hoyt represents both districts in this matter was also retained. The acknowledgement and waiver form to that effect will not be attached to the IGA in order to minimize the need for future changes and updates to the IGA.

In Section 12, the Committee decided to include by reference Appendix 6, the Joint Duty Officer IGA. Chief Greisen said the attorney might eliminate much of the language in that section.

In Exhibit 1, Section 6, the Committee retained the first sentence providing for future Board member suggestions for revision and removed the content following that sentence. In Exhibit B under provision (a) of Required Knowledge, Skills and Abilities, the language requiring the Fire Chief to be a Scappoose resident was changed to require that the Chief abide by the residence requirements for chief officers as written in Scappoose board policy. Chief Greisen the policy which states in part that "all persons filling a Chief Officer

position...within six months of the date of hire or promotion, must establish residency...within the SRFD boundaries, or within a 6 air-mile radius of the Scappoose Fire Station in Columbia or Multnomah County, excluding Sauvie Island..” The committee agreed with the recommended change.

On the next page under Evaluation of Performance, language was added to provide for inclusion of the CRFR Board’s evaluation of the Fire Chief in addition to the Scappoose Fire Board evaluation.

In Appendix One, Fire Chief Hiring Process, the committee agreed that the independent search service contractor will report all findings to the Oversight Committee, and the Committee will make recommendation at a joint board meeting in executive session as a group. Chief Greisen will make sure that the language in this section complies with all legal requirements for public meetings and executive sessions.

In the same appendix, Section 5, the committee agreed to the following:

- The areas of Fire Chief experience are “preferred” rather than “required,”
- Fire Chief should be capitalized,
- “Ambulance service provided by fire agencies” should be changed to “fire based EMS and transport.”
- The words “and career” should be added to the requirement for experience in working with volunteers.
- The acronyms contained in the document should be discussed with legal counsel as to whether we should be more descriptive.
- The words “labor group” should be added to the list of groups which could be part of the interview panel
- Candidates should be able to demonstrate “sound financial oversight knowledge about public agency budgeting”, but not specifically in the state of Oregon. This will allow for candidates from other states.
- In the last bullet of that section, candidates should have successful experience with “labor groups” not “unions.”
- In the third bullet, the experience should be with “intergovernmental agreement, fire authority, merger, or consolidation.” The word “annexation” was deleted.

Appendix Three, Joint Duty Officers. In Section 2, the specific starting and ending dates will be replaced with language as advised by legal counsel.

In Section 3, the word “emergent” in the first bullet will be replaced with “emergency.”

Mr. Kreutzer prepared language for Section 3 and it was approved as submitted.

In response to questions, Chief Greisen explained that the Training Center Appendix provides for a lump sum payment by Scappoose for its use of the Center. This simplifies the payment for both entities because actual costs do not need to be tracked, allocated, and billed. Also,

the contract helps with Scappoose's ISO review since the District can include the Training Center as a District resource.

The inter-district payments provided for in the new document can be re-evaluated during the annual review of the entire document.

Chief Greisen said he would send the Word document to the attorneys the next day. Mr. Feige recommended that he set a deadline for the attorney to avoid having the work postponed and estimated that the review would require less than one day's work to complete.

The committee agreed to alter the start date of the term (on page 1 of the IGA) to say that the agreement will be effective upon signature by both board presidents, and will expire on June 30, 2022.

Chief Greisen reminded the committee that the Master IGA will renew annually for an additional year unless changed or terminated.

Chief Greisen checked with the members to see if they had received the previous meeting's notes and the Mission, Vision & Values statement prepared by Mr. Niles.

Mr. Sorenson asked whether the organization could keep two different unions under a fire authority model. Chief Greisen said that was not possible. The committee agreed that merging into one union would be very challenging. Mr. Feige said it would be important to have the consultant focus on the operational analysis to thoroughly identify the specific issues and possible solutions for this aspect.

The committee agreed to change the term in the appendixes to incorporate by reference the term specified in the Master IGA. The term section is not relevant to the Fire Chief Job Description since it is used on an as-needed basis.

There was discussion about the volunteer coordinator's status as a CRFR employee and which section of the Appendix should include language about that. Currently it is included in the Costs section, while employment status is in the Term section of the Division Chiefs appendix.

Attorney billing rates were discussed. Christy Monson is billed at about \$235 per hour, which is substantially lower than Bullard Law. The committee re-emphasized their desire to receive the legal opinion prior to the February board meetings.

Chief Greisen said that previously he asked the law firm to split costs between the two districts. Now he has them allocate the costs by actual time spent on each district.

The committee closed by re-stating the agreement that the joint board meeting of the Oversight Committee will be Thursday, February 28, 2019 at 7 p.m.

2019-20 BIG BUDGET ITEMS

Administration

50% of Lexipol Policy/Procedure development	\$ 11,000
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2019-20 Emergency Operating Supplies

Fire hose	\$ 8,500
Fire hose nozzles	7,000
18 turnouts	20,000
Gloves, helmets and hoods	7,000
	<hr/>
	\$ 42,500

2019-20 Capital Outlay

Rescue 431 extrication tools	\$ 39,000
Rescue 431 extrication tools - airbag system	6,300
5 Stihl chain saws (5 bought in 2018-19 also)	5,500
	<hr/>
	\$ 50,800

2019-20 Reserve Fund

Add to reserve for cardiac monitors	\$ 50,000
Two(2) used truck/SUV for replacement	40,000
New command/chief vehicle	60,000
Replace HB431 with new apparatus	110,000
	<hr/>
	\$ 260,000

TOTAL	<u><u>\$ 364,300</u></u>
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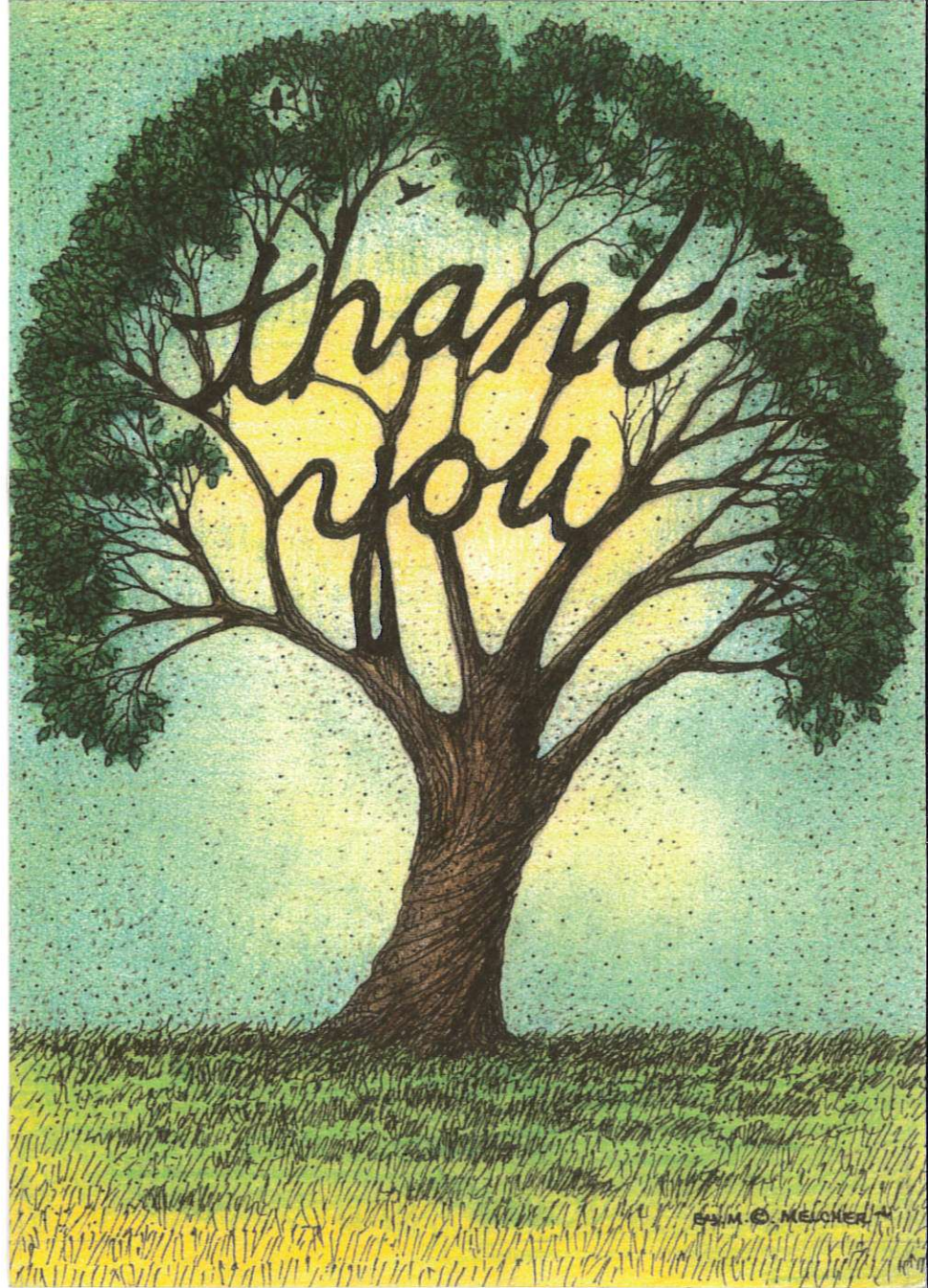
Scappoose Fire District,

Thank you so much
for the beautiful plant +
flower basket! I
love that it has
both green plants and
flowering plants!

That was so sweet
of you to send them!

Thank you again!

Mary Greisen
EG
E.



*"Be thankful for problems.
If they were less difficult,
someone with less ability
might have your job."*

Anonymous

- Because -

Because I call it challenge
rather than crisis

Because I look at hardship
as opportunity instead
of obstacle

Because at the end of
a matter, I ask:

"What will I learn from this
to make me better?"

(Maryanne Radmacher)

To the Guardians of
our Safety and Welfare,

With heart felt appreciation
and gratitude to all of you and
for all that you do.

Respectfully,

A handwritten signature in cursive script, appearing to read "John & Lorna Tillson". The signature is fluid and extends across the width of the line.

(And posthumously)

John & Lorna Tillson



Todd Tillson
51600 SW Old Portland Rd Unit 4
Scappoose OR 97056-4025



John & Lorna Tillson
34334 Slavens Road
Warren, Or.
97053

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