

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, at 7:00 P.M. on Thursday, June 13, 2019, Scappoose Fire Station, Scappoose Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. BUDGET HEARING – Public hearing on 2019-20 District Budget
- III. AUDIENCE PARTICIPATION
- IV. CONSENT AGENDA
 - A. Minutes from May 2, 2019 meeting
 - B. Bills to be approved June 13, 2019
 - C. Budget vs. Actual a/o May 31, 2019
- V. REPORTS
 - A. Chiefs' Reports & Meeting Minutes
 - B. SDW Ambulance Collection reports
 - C. Miscellaneous Items
- VI. Executive Session (per ORS 192.660(2)(a) and 192.660(7) to consider the employment of an officer and per ORS 192.660(2)(d) to conduct deliberations with persons designated to carry on labor negotiations)
- VII. OLD BUSINESS
 - A. Awards & Incentives Committee - Length of Service Award Plan
 - B. Management Team Committee
 - C. Planning Committee
 - D. Oversight Committee – SRFD-CRFR IGA & Appendices
 - E. Fire Chief's 2019 Contract
- VIII. NEW BUSINESS
 - A. 2019-20 Budget Resolution No. 2019-03
 - B. 2019-2022 Union Contract with IAFF Local 1660
 - C. Commodity Flow Study for Local Emergency Planning Committee
- IX. AUDIENCE PARTICIPATION
- X. GOOD OF THE ORDER
- XI. ADJOURNMENT

Chief Greisen's Agenda Review

6/13/2019

Budget Hearing

President: "I open the Scappoose Rural Fire Protection District Budget Hearing for Thursday, June 13, 2019 at the Scappoose Fire Station. Please stand for the flag salute."

President: "Those who wish to discuss the 2019-20 Scappoose Fire Budget as approved by the Budget Committee may now do so. Please state your name before making your comments."

President: "Hearing no further comments, I now close the Budget Hearing."

Opening of meeting

President: "I now open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, June 13, 2019 at the Scappoose Fire Station."

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

EXECUTIVE SESSION – read from separate page

OLD BUSINESS

Awards & Incentives Committee – Length of Service Awards Plan

President: "I will now entertain a motion to approve the Scappoose Fire District Length of Service Awards Plan for Scappoose Volunteers."

Director: "I move to approve the Scappoose Fire District Length of Service Awards Plan for Scappoose Volunteers."

2nd by _____

Management Team Committee – meets before board meeting

Planning Committee –

Oversight Committee – SRFD-CRFR IGA – *needs motion*

President: “I will now entertain a motion to approve the revised IGA for Sharing Chiefs’ with CRFR and Appendices.”

Director: “I move to approve the revised IGA for Sharing Chiefs’ with CRFR and Appendices.”

2nd by _____

Fire Chief’s contract – *needs motion*

President: “I will now entertain a motion to approve the Fire Chief’s contract.”

Director: “I move to approve the Fire Chief’s contract.”

2nd by _____

NEW BUSINESS –

2019-20 Budget Resolutions 2019-03 – *needs motion*

President: “I will now entertain a motion to adopt the 2019-2020 District Budget.”

Director: “I move to adopt the 2019-2020 Budget for the Scappoose Rural Fire Protection District as outlined in Resolution 2019-03, to make appropriations, impose the taxes, and categorize the taxes as required by local budget law.”

2nd by _____

2019-2022 Union Contract with IAFF Local 1660 – *needs motion*

President: “I will now entertain a motion to approve the 2019-2022 Union Contract with IAFF Local 1660.”

Director: “I move to approve the 2019-2022 Union Contract with IAFF Local 1660.”

2nd by _____

Commodity Flow Study for Local Emergency Planning Committee – *needs motion*

President: “I will now entertain a motion to approve the Commodity Flow Study for the Local Emergency Planning Committee.”

Director: “I move to approve the Commodity Flow Study for the Local Emergency Planning Committee.”

2nd by _____

Audience Participation

Good of the Order –

Adjournment

Scappoose Rural Fire District

Itemized Account Activity

May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
05/22/2019	Special Districts Insur...	June2019 Health Ins	20,712.20
05/22/2019	Standard Insurance	May/June Life & LTD Insurance	1,241.22
05/22/2019	Nationwide Retireme...	Emplyr PEHP PR contrib	475.00
05/22/2019	HRA VEBA Trust	HRA VEBA Trust for health care	2,300.00
05/30/2019	Paychex - tax	ER Work Benefit	61.71
05/31/2019	Paychex Payroll	Flex spend health ins cashout	15,934.91
06/13/2019	Standard Insurance	June/July Life & LTD Insurance	1,313.50
Total 550 Insurance			42,038.54
560 Personnel Salaries			
05/09/2019	P.E.R.S.	Employee 6% IAP plus unit contrib...	10,121.87
05/17/2019	American General Lif...	Insurance Premium	59.85
05/22/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
05/22/2019	Special Districts Insur...	employee payroll deductions	1,138.60
05/22/2019	Standard Insurance	May STD PR deductions	496.45
05/22/2019	Nationwide Retireme...	Employee PEHP PR contrib	1,935.00
05/22/2019	Voya-State of Oregon...	Oregon Savings & Growth Plan	12,544.81
05/30/2019	Paychex - tax	Employee taxes withheld	49,775.20
05/30/2019	Oregon Dept. of Justice	PR deduction	805.00
05/31/2019	Paychex Payroll	Deferred compensation	2,831.00
05/31/2019	Paychex Payroll	FLSA OT	2,161.04
05/31/2019	Paychex Payroll	FF incentives	1,530.00
05/31/2019	Paychex Payroll	Longevity	641.00
05/31/2019	Paychex Payroll	Phone Pay	100.00
05/31/2019	Paychex Payroll	Shift differential	239.80
05/31/2019	Paychex Payroll	Overtime	15,875.72
05/31/2019	Paychex Payroll	Balance of net pay	66,440.27
06/11/2019	P.E.R.S.	Employee 6% IAP plus unit contrib...	11,739.57
06/13/2019	Standard Insurance	June STD PR deductions	511.23
06/13/2019	Pacific Athletic Club	Employee PR deduction	5.00
06/13/2019	Inroads Credit Union	PR deductions	530.00
06/13/2019	American Heritage Lif...	Case # 84457 PR Deduc: R Ander...	217.44
06/13/2019	Tualatin Valley Fire Fi...	2019 union dues from PR deductio...	1,552.37
Total 560 Personnel Salaries			181,468.66
570 SocSec/Medicare(FICA)			
05/30/2019	Paychex - tax	Emplyr FICA	14,053.21
Total 570 SocSec/Medicare(FICA)			14,053.21

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Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
580 Volunteer Services			
05/22/2019	Nehl, Steve	5/1/19 membership mtg food	29.76
06/13/2019	Pizza Vendor	6/05/19 SVFA business mtg food	143.90
06/13/2019	Pizza Vendor	5/22/19 SVFA membership mtg food	69.75
06/13/2019	Greenup, Cade	reimb cell phone	34.00
Total 580 Volunteer Services			277.41
590 Personnel Benefits			
05/09/2019	P.E.R.S.	Employer PERS	34,437.29
05/22/2019	Occup.Safety Health ...	svcs:Chaffeur;Davis;DuBois;Gift	1,478.50
05/22/2019	Occup.Safety Health ...	svcs:Lawrenson;Maruska;Oberbar...	1,478.50
05/22/2019	Occup.Safety Health ...	postexposure access fee	125.00
05/22/2019	Occup.Safety Health ...	postexposure followup	90.00
05/22/2019	Occup.Safety Health ...	services:Ault;Anderson;Hughes;Ram	766.75
05/22/2019	Occup.Safety Health ...	services:Marineau;VanDolah;Hick...	766.75
05/22/2019	Occup.Safety Health ...	services:Stober	112.00
05/22/2019	Occup.Safety Health ...	services: Klippel	28.50
05/22/2019	Occup.Safety Health ...	post exposure access fee	125.00
06/11/2019	P.E.R.S.	Employer PERS	40,476.32
06/13/2019	Occup.Safety Health ...	lab services - Gandara	151.50
06/13/2019	Anytime Fitness	Jul Fitness dues-J.Salisbury	33.00
06/13/2019	Pacific Athletic Club	Jul fitness dues; J. Marks	40.00
06/13/2019	Oregon Occupational ...	physical for Klippel	134.00
Total 590 Personnel Benefits			80,243.11
Total 1.1 GENERAL FUND PERSONNEL SVCS			318,080.93
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
05/22/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
05/22/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
05/22/2019	Systems Design	78 transports Apr2019 + postage	1,757.80
05/22/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
06/13/2019	Cardinal Services, Inc.	30 hrs for temp M. Heath	623.10
06/13/2019	Cardinal Services, Inc.	24 hrs for temp M. Heath	498.48
06/13/2019	CRFR	50% May Vol.Coordinator	4,195.25
06/13/2019	Sasek, Dean MD	physician advisor pmt	691.67
06/13/2019	Cardinal Services, Inc.	32.5 hrs for temp M. Heath	675.03
Total 670 Contract Services			10,310.63
720 Public Fire Services			
06/13/2019	Mallory Safety and Su...	3 Tychem protective coveralls	345.00

Scappoose Rural Fire District

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May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
Total 720 Public Fire Services			345.00
740 Uniforms			
05/22/2019	Curtis	2 pr BL Nomex FF pants - Marks	226.30
05/22/2019	Scappoose Outfitters	28 Yupoong lo-profile cap: SFD logo	503.72
05/22/2019	Scappoose Outfitters	sew velcro for 8 patches	20.00
05/22/2019	Scappoose Outfitters	Tshirts for Curio;Dryden;Anderson;...	717.00
05/22/2019	Scappoose Outfitters	sew velcro on 4 items	6.00
05/22/2019	Scappoose Outfitters	1/2 zip job shirt w/ insignia- Marks	67.50
06/13/2019	Alterations by Heathe...	hand sew 4 buttons--VanDolah	16.00
06/13/2019	Alterations by Heathe...	embroidery	11.00
06/13/2019	Alterations by Heathe...	patch replaced	11.00
06/13/2019	Alterations by Heathe...	same-day svc charge	20.00
06/13/2019	Scappoose Outfitters	5 nameplates & patches for 5 new ...	41.50
06/13/2019	Scappoose Outfitters	6 T-shirts w/ embroidery svcs-Booth	156.00
06/13/2019	Scappoose Outfitters	1/2 zip job shirt w/ embroidery-Pric...	56.00
Total 740 Uniforms			1,852.02
750 Maintenance on Equipment			
05/14/2019	Pilot Truck Stop	Wasco--fuel to Pendleton & Sisters	101.56
05/20/2019	Amazon	rotary mower blades for Husqvarna	34.99
05/20/2019	Amazon	oil filter for mower engine	8.50
05/20/2019	Amazon	air filter for mower engine	7.99
05/21/2019	Amazon	fuel filter for mower engine	5.39
05/22/2019	503 Motoring, LLC	fix Booth car damaged by District ...	350.00
05/22/2019	Ace Hardware - Scap...	fasteners for door repair	4.28
05/22/2019	Ace Hardware - Scap...	fasteners for door repair	4.04
05/22/2019	Ace Hardware - Scap...	fasteners for door repair	2.57
05/22/2019	CRFR	replace screw scene light lens	60.00
05/22/2019	CRFR	faucet repair for homeowner	60.00
05/22/2019	CRFR	RR fender emergency light AP3207	60.00
05/22/2019	CRFR	repl. leveling rods & level linkage A...	262.81
05/22/2019	CRFR	refill coolant; replc thermostat hou...	300.40
05/22/2019	CRFR	refill coolant; replc thermostat hou...	359.48
05/22/2019	Fast Lube and Oil	Oil change '05 Chevy Suburban	42.95
05/22/2019	Fast Lube and Oil	Oil change '05 Chevy Suburban	42.95
05/22/2019	Fast Lube and Oil	Oil change '17 F350-oil & air filters	193.85
05/22/2019	Boatyard at Rocky Po...	50.1 gal diesel @ \$3.60/gal	180.36
05/22/2019	SeaWestern Fire App...	SCBA repair supplies	302.34
05/22/2019	SeaWestern Fire App...	SCBA repair supplies	897.56
05/22/2019	Sunset Auto Parts	2 fuel filters	68.21
05/22/2019	Sunset Auto Parts	auto maint supplies	54.98
05/22/2019	Wilcox & Flegel	400.1 gal diesel	955.84
05/22/2019	Wilcox & Flegel	300 gal unleaded	1,021.35
05/22/2019	Sunset Auto Parts	auto maint supplies	3.91

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Date	Source Name	Memo	Paid Amou...
05/22/2019	Chevron	C-43: fuel	26.85
05/22/2019	76 Gas Station	fuel for state Fire Defense mtg	61.67
06/13/2019	Diamondback Fire & ...	2 Amkus svc/maint systems	1,401.85
06/13/2019	Fast Lube and Oil	Oil change '08 GMC Savana-oil & ...	88.30
06/13/2019	National Hose Testin...	hose testing @ \$0.265/ft	4,026.41
06/13/2019	National Hose Testin...	ladder testing @ \$2.50/ft	1,102.50
06/13/2019	Northwest Safety Clean	Turnout advanced cleaning & insp...	83.95
06/13/2019	Northwest Safety Clean	shipping	15.60
06/13/2019	Oregon Dept of Aviati...	Autel X-Star Prem drone registration	25.00
06/13/2019	Oregon Dept of Aviati...	Inspire 1 V2 registration	25.00
06/13/2019	Oregon Dept of Aviati...	EVO drone registration	25.00
06/13/2019	Sunset Auto Parts	vehicle maint supplies	73.71
06/13/2019	Sunset Auto Parts	vehicle maint supplies	21.24
06/13/2019	Heath, Maria	buy 2 \$500 conflag VISA cards	1,000.00
Total 750 Maintenance on Equipment			13,363.39

760 Administration

05/09/2019	Fork'd	union neg mtg GrantGreisenSoren...	103.40
05/10/2019	Fred Meyer	Red Flag dinner	58.83
05/11/2019	Amazon	4 hardcover dot grid notebooks	27.12
05/12/2019	US Bank	Service Charge	15.95
05/15/2019	Amazon	1 bx letter-size colored file folders	12.84
05/15/2019	Rose City Stamps	Salisbury notary stamp	34.00
05/16/2019	Safeway	food for 5/16 officers mtg	30.05
05/20/2019	Rose City Stamps	S.Booth notary stamp	34.00
05/21/2019	Restaurant	UASI mtg about wildfire (Pricher/B...	23.50
05/22/2019	N.A.E.F.O.	2019 membership dues	75.00
05/22/2019	Speer Hoyt LLC	1.2 hr finalize IGA & appendices	282.00
05/22/2019	Speer Hoyt LLC	1.4 hr purchases;military leave;revi...	329.00
05/22/2019	Speer Hoyt LLC	insurance options; other	141.00
05/22/2019	Waste Connections	4/22/19 document shredding	75.00
05/22/2019	Greisen, Michael S.	reimb gas to OFCA conference	35.60
05/22/2019	Inroads Credit Union	finance charge to transfer credit	8.90
05/26/2019	Restaurant	Meal reimb from CRFR #OF19000...	56.34
05/29/2019	Amazon	3 bxs dry erase markers	21.00
05/30/2019	Paychex Invoice	May2019 reg PR svcs	167.95
06/03/2019	Elavon Visa Processing	May Visa processing fees	106.75
06/03/2019	Fred Meyer	EMS chief interview food	20.00
06/03/2019		LGIP transfer fee	0.05
06/13/2019	ArchiveSocial	Annual Econo-199-10 backup pkg ...	2,388.00
06/13/2019	Pacific Office Automa...	color copy overages	273.81
06/13/2019	Pamplin Media - Spotl...	Budget Hearing Notice	106.43
06/13/2019	Heath, Maria	partial reimb cell phone	50.00

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Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
Total 760 Administration			4,476.52
765 Information Technology			
05/22/2019	Comcast	Acct#8778 10 202 0633936--intern...	241.85
05/22/2019	AT&T Mobility	wireless	344.94
05/22/2019	City of Portland	800 MHz access	117.21
05/22/2019	TriZetto Provider Solu...	May2019 EMS billing fee	101.00
05/22/2019	Verizon Wireless	cell phones - Acct# 342023411	531.81
05/22/2019	Verizon Wireless	cell phones - Acct# 672550930	10.02
05/22/2019	Maller, Dave	monthly maint contract	675.00
05/22/2019	Maller, Dave	work on roaming profiles	130.00
05/22/2019	Maller, Dave	Front desk Outlook issues	65.00
05/22/2019	Maller, Dave	calendar migration to shared mailb...	195.00
05/22/2019	Maller, Dave	address book cleanup & user traini...	195.00
05/23/2019	CenturyLink	Main station backup internet	60.00
05/23/2019	CenturyLink	Holbrook station backup internet	70.00
05/30/2019	Dell Marketing L.P.	Inspiron Desktop--LTs' office	485.99
06/04/2019	Apple iTunes	iCloud storage plan	2.99
06/13/2019	AT&T Mobility	wireless	177.94
06/13/2019	CenturyLink	Chapman internet charge	73.94
06/13/2019	City of Portland	800 MHz access	117.21
06/13/2019	Comcast	Acct#8778 10 202 0633936--intern...	241.85
06/13/2019	Comcast	Acct#8778 10 202 0162514	32.25
06/13/2019	EMS Technology Sol...	24 Op IQ fleet mgmt licenses	120.00
06/13/2019	Intterra	Regional eGIS Ops&PrePlan subs...	964.51
06/13/2019	Pacific Office Automa...	monthly charge	39.60
06/13/2019	TriZetto Provider Solu...	Jun2019 EMS billing fee	101.00
06/13/2019	Verizon Wireless	cell phones - Acct# 672550930	10.02
06/13/2019	Verizon Wireless	cell phones - Acct# 342023411	3,300.00
06/13/2019	Verizon Wireless	cell phones - Acct# 342023411	531.78
Total 765 Information Technology			8,935.91
770 Operating Materials/Suppli			
05/07/2019	Amazon	1 cs Kleenex kitchen towels (24 rol...	63.88
05/10/2019	Amazon	2 bxs baby wipes	35.98
05/13/2019	Amazon	dish soap & dishwasher detergent	32.60
05/15/2019	Amazon	OXO 3-in-1 avocado slicer	9.99
05/21/2019	Amazon	kitchen whisk	4.98
05/22/2019	Amazon	11 kitchen cooking tools	152.41
05/29/2019	Amazon	OXO steel paper towel holder	24.99
06/13/2019	Walter E. Nelson Co.	2 pkg tornado vacuum bags	25.12
Total 770 Operating Materials/Suppli			349.95
775 Emerg. Operating Supplies			

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Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
05/09/2019	Amazon	2 micro SD card reader for Apple ...	33.84
05/11/2019	Amazon	16 orange safety cones	269.20
05/14/2019	Amazon	5 headlamps	91.05
05/18/2019	Amazon	2 DMM Revolver SG Carabiners	79.90
05/18/2019	Amazon	6 Petzl Vertex Vent Helmets	551.70
05/18/2019	Amazon	1 PMI Webbing Loop 25'(12.5' loop)	30.25
05/20/2019	Amazon	4 Petzl ID Descender Lg 12.5-13m...	1,139.80
05/22/2019	Santiam Emergency ...	5 roof hooks; steel shaft/chisel/pry ...	577.70
05/22/2019	Santiam Emergency ...	1 PAC strap replacmt	20.00
05/22/2019	Santiam Emergency ...	3 PAC Handleloks	110.85
05/22/2019	Santiam Emergency ...	3 PAC Pole Rest mounts	104.85
05/22/2019	Santiam Emergency ...	Est freight & insurance	75.00
05/22/2019	Santiam Emergency ...	3 FH Maxximus forcible entry tools	714.00
05/22/2019	Santiam Emergency ...	3 FH Lock-slot 8 w/ handle	390.00
05/22/2019	Santiam Emergency ...	3 FH Marrying straps	39.00
05/22/2019	Santiam Emergency ...	3 PAC Ironslok yellow straps	660.00
05/22/2019	Santiam Emergency ...	Est freight & insurance	50.00
05/22/2019	National Fire Fighter ...	yellow WL WLSCT126 coat	200.00
06/03/2019	Appex Gear	2 Ladderman/victim rescue seat h...	330.00
06/03/2019	Dept of Defense Email	200' Sterling 5/8" red nylon rope	321.13
06/13/2019	Municipal Emergency...	4 pr structure boots: Hughes/Ault/...	551.28
06/13/2019	Municipal Emergency...	5 pr Striketeam goggles	161.10
06/13/2019	Municipal Emergency...	shipping	56.24
06/13/2019	Santiam Emergency ...	balance of shipping	45.00

Total 775 Emerg. Operating Supplies 6,601.89

780 Building & Grounds Maint.

05/22/2019	Ace Hardware - Scap...	3 garden hose nozzles	23.98
05/22/2019	Ace Hardware - Scap...	8 cans wasp & hornet spray	52.12
05/22/2019	Airwave, LLC	3 pks fobs (10/pk)	236.25
05/22/2019	Wilcox & Flegel	14 gal midgrade gas	51.92
05/22/2019	Cat Commercial Credit	Chapman generator annual svc & l...	1,045.00
05/22/2019	Cat Commercial Credit	replace generator block heater	275.00
05/22/2019	Cat Commercial Credit	Scappoose generator annual svc	825.00
05/22/2019	Cat Commercial Credit	perform generator load bank	540.00
05/22/2019	Wayne Martin Floorin...	50% deposit for flooring project	5,304.50
06/12/2019	Ace Hardware - Scap...	furnace filters	5.00
06/12/2019	Ace Hardware - Scap...	Ace Rewards Credit	-5.00
06/13/2019	City of Scappoose	mowing back field	832.00
06/13/2019	McCoy Electric Co., Inc.	replace failed parking lot light	387.00
06/13/2019	Paramount Pest Cont...	Chapman Station pest control	65.00
06/13/2019	Wayne Martin Floorin...	balance due for flooring project	5,304.50
06/13/2019	Ace Hardware - Scap...	furnace filters	70.96

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Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
Total 780 Building & Grounds Maint.			15,013.23
790 Training			
05/03/2019	ImageTrend	July training conf--DuBois	610.00
05/04/2019	Uber	Phoenix hotel to airport after conf	20.67
05/06/2019	Parking	Parking - Phoenix conf	48.00
05/06/2019	Hilton Hotel Group	hotel for Marks training conf	624.63
05/14/2019	Parking	Parking - Salem mtg	5.55
05/15/2019	Hilton Hotel Group	5 Pine in Sisters_Pricher	178.37
05/16/2019	D.P.S.S.T.	Fingerprint:T.Kirk	40.00
05/17/2019	Fred Meyer	food for wildland training academy	217.33
05/17/2019	Parking	Parking - Expo Terminals	10.00
05/22/2019	Booth, Shelly	per diem for Compliance Conf	350.00
05/22/2019	Booth, Shelly	baggage cost each way	60.00
05/22/2019	Hickman, Whitney	reimb Fieldprint fees	60.40
05/29/2019	Code 4 Public Safety ...	Heath front desk office safety course	97.00
06/03/2019	Animoto	video editing - 1 yr subscription	408.00
06/04/2019	Hilton Hotel Group	Lodging--S.Booth EMS Billing Co...	1,486.50
06/04/2019	Alamo Car Rental	S.Booth car for EMS billing compli...	167.64
06/13/2019	WRG Fire Training Si...	Balance owed on Class A Burn Cell	12,500.00
06/13/2019	CES - OR	Paramedic tuition: Stober, Nicholas	1,245.00
06/13/2019	Inroads Credit Union	intern food contrib	30.00
Total 790 Training			18,159.09
810 Utilities			
05/22/2019	N.W. Natural Gas	Acct 447881-4	71.68
05/22/2019	P.G.E.	electricity for Holbrook station	101.82
05/22/2019	Waste Management ...	Garbage/Recycling	123.73
06/13/2019	CenturyLink	landlines	469.17
06/13/2019	City of Scappoose	water and sewer	291.07
06/13/2019	CRPUD	boathouse electricity	73.42
06/13/2019	CRPUD	main station electricity	832.50
06/13/2019	P.G.E.	electricity for Holbrook station	104.11
06/13/2019	Waste Management ...	Garbage/Recycling	123.73
06/13/2019	W.O.E.C.	Chapman electricity	341.00
Total 810 Utilities			2,532.23
870 EMS Operations			
05/08/2019	Hellofax	hellofax	9.99
05/22/2019	Airgas - USA, LLC	cylinder rental	150.45
05/22/2019	Bound Tree Corp.	10 bxs rubber gloves	130.90
05/22/2019	Bound Tree Corp.	medical supplies	1,456.43
05/22/2019	Airgas - USA, LLC	medical oxygen	454.20
05/22/2019	Hickman, Whitney	reimb EMS license fee	110.00

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May 3 through June 13, 2019

Date	Source Name	Memo	Paid Amou...
05/22/2019	Life-Assist, Inc.	lidocaine	117.60
05/30/2019	Oregon Health Author...	16 staff EMS license renewals	1,925.00
06/02/2019	Oregon Health Author...	3 EMS renewals(Anderson;Greise...	450.00
06/13/2019	Airgas - USA, LLC	oxygen cylinder rental	154.90
06/13/2019	EMS Technology Sol...	5 Op IQ inventory&asset mgmt lice...	150.00
06/13/2019	Life-Assist, Inc.	15 Oro-Nasal masks, standard elb...	686.95
06/13/2019	Bound Tree Corp.	medical supplies	1,152.39
06/13/2019	Bound Tree Corp.	medical supplies	229.35
06/13/2019	Bound Tree Corp.	medical supplies	3,526.06
06/13/2019	Bound Tree Corp.	medical supplies	381.98
06/13/2019	Bound Tree Corp.	medical supplies	797.99
06/13/2019	Bound Tree Corp.	medical supplies	45.50
06/13/2019	Airgas - USA, LLC	medical oxygen	334.30
06/13/2019	Environmental Compli...	3 biohazard containers	100.00
Total 870 EMS Operations			12,363.99
880 FireMed			
05/22/2019	Life Flight Memberships	1 Life Flight membership fee	65.00
Total 880 FireMed			65.00
Total 1.2 GENERAL FUND MATERIAL & SVC			94,368.85
1.3 GENERAL FUND CAPITL OUTLAY			
910 CO Equipment			
05/13/2019	Rainier RV Center	canopy for Ford F250 2019 truck	2,556.00
Total 910 CO Equipment			2,556.00
Total 1.3 GENERAL FUND CAPITL OUTLAY			2,556.00
Total 1...			415,005.78
Total 1..GENERAL FUND EXPENDITURES			415,005.78
4. PERSONNEL SVC FUND EXPENSE			
Liability & Service			
05/30/2019	Paychex - tax	Emplyr FICA on Vacation	1,486.27
05/31/2019	Paychex Payroll	Retired EE vacation pay	19,428.32
06/13/2019	Nationwide Retireme...	Employee retirement benefit	66,198.84
Total Liability & Service			87,113.43
Total 4. PERSONNEL SVC FUND EXPENSE			87,113.43
TOTAL			502,119.21

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through June 13, 2019

	Jul 1, '18 - ...	Budget	\$ Over Bud...	% of Budget
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	252,407	150,000	102,407	168%
EMS Receipts	738,893	670,000	68,893	110%
Fire Marshal	82,041	25,000	57,041	328%
FireMed	42,660	39,300	3,360	109%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	9,577	0	9,577	100%
Interest Earned on Investments	53,331	28,500	24,831	187%
Intergovernmental	102,283	100,645	1,638	102%
Miscellaneous Revenue	20,124	25,000	-4,876	80%
Property Taxes				
Taxes - Current				
Local Option Levy	1,518,389	1,516,604	1,785	100%
Permanent Rate Levy	1,367,242	1,363,109	4,133	100%
Taxes - Current - Other	56,869	0	56,869	100%
Total Taxes - Current	2,942,500	2,879,713	62,787	102%
Taxes - Prior Years	131,314	92,000	39,314	143%
Total Property Taxes	3,073,814	2,971,713	102,101	103%
Transfer from Grant Fund	112,944	112,944	0	100%
Total 1. GENERAL FUND REVENUES	6,165,679	5,793,512	372,167	106%
2. GRANT FUND REVENUE				
Grant Award	112,950	0	112,950	100%
Total 2. GRANT FUND REVENUE	112,950	0	112,950	100%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	144,313	144,246	67	100%
Grant Income	13,115	0	13,115	100%
Interest Earned on Investments	3,232	2,500	732	129%
Transfers In	0	189,487	-189,487	0%
Total 3. PROPERTY FUND REVENUES	160,660	336,233	-175,573	48%
4. PERSONNEL SVCS FUND REVENUE				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	3,871	3,510	361	110%
Total 4. PERSONNEL SVCS FUND REVENUE	212,723	212,534	189	100%
Total Income	6,652,012	6,342,279	309,733	105%
Expense				
1..GENERAL FUND EXPENDITURES				
1... 1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	515,703	588,420	-72,718	88%
560 Personnel Salaries	1,906,199	2,218,355	-312,156	86%
570 SocSec/Medicare(FICA)	152,185	167,130	-14,946	91%
580 Volunteer Services	18,713	78,000	-59,287	24%
590 Personnel Benefits	445,856	560,757	-114,901	80%
Total 1.1 GENERAL FUND PERSONNEL SVCS	3,038,655	3,612,662	-574,007	84%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	89,970	113,843	-23,873	79%

06/13/19
Accrual Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2018 through June 13, 2019

	<u>Jul 1, '18 - ...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
680 Communications Maintenance	10,975	20,000	-9,025	55%
720 Public Fire Services	9,496	14,800	-5,304	64%
730 Property & Liability Insur.	51,085	51,985	-900	98%
740 Uniforms	14,193	20,000	-5,807	71%
750 Maintenance on Equipment	84,166	143,500	-59,334	59%
760 Administration	41,917	56,120	-14,203	75%
765 Information Technology	84,262	69,900	14,362	121%
770 Operating Materials/Suppli	3,365	5,000	-1,635	67%
775 Emerg. Operating Supplies	64,213	65,000	-787	99%
780 Building & Grounds Maint.	69,213	125,731	-56,518	55%
790 Training	80,439	85,000	-4,561	95%
810 Utilities	28,239	37,600	-9,361	75%
870 EMS Operations	81,925	90,000	-8,075	91%
880 FireMed	17,485	20,000	-2,515	87%
Total 1.2 GENERAL FUND MATERIAL &...	730,944	918,479	-187,535	80%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	37,950	109,940	-71,990	35%
Total 1.3 GENERAL FUND CAPITL OUT...	37,950	109,940	-71,990	35%
Total 1...	3,807,549	4,641,081	-833,532	82%
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	3,807,549	5,680,568	-1,873,019	67%
2. GRANT FUND EXPENSE				
2.1 GRANT FUND PERSONNEL SVCS				
1. Personnel Salaries	6	6	0	100%
Total 2.1 GRANT FUND PERSONNEL SVCS	6	6	0	100%
2.2 Debt Svc to General Fund	112,944	112,944	0	100%
Total 2. GRANT FUND EXPENSE	112,950	112,950	0	100%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	13,115	100,000	-86,885	13%
Fire Apparatus & Equipment	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	126,658	207,534	-80,876	61%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	126,658	212,534	-85,876	60%
Total Expense	4,060,272	6,342,285	-2,282,013	64%
Net Income	2,591,740	-6	2,591,746	-43,195,665%

SRFD Safety Committee
Scappoose Fire Station 1800 Hrs
May 8, 2019

SRFD Members in Attendance: Chair Dietz, Chief O'Connor, Stewart, Maruska, Oberbarnscheidt, Lt. Anderson, Lt. Meres, Lawrenson, Laney, Carlton, Gandara

Safety Message

If you can't see your backer, you should not be moving.

Accident Reports: No reports

Exposure: No reports

Safety Action Generator: No reports

Near Misses: No reports

Station Reports: All SRFD stations inspected last quarter. New quarter inspections
Assigned: Holbrook-Stewart, Scappoose-Henry, Boathouse-Maruska,
Chapman-Dietz

Old Business:

- After burn-to-learn, many members did not wash turnouts. Noted that a few members are doing so now. Wash your gear if you were there and have soiled/contaminated gear. Firefighter Liebig sent out message for a friendly reminder.
- Reminder about SRFD hood exchange. If your Hood needs to be washed, wash it and get a loaner while yours is washing/drying. See Liebig or Dietz, sign the form to check one out.
- Regulation size cones requested for E436/Chapman. I'll work with Chief O'Connor for fulfilling request concerning cones and placement on apparatus.
- Discussed Safety meeting date change; other Assoc. meetings on other Wed/Drill nights. Difficult finding a solution everyone pleased with. Tabled discussion for now until Chief O'Connor in meeting.
- N95s being ordered for wildland. I worked with Lt. Heuer for solution and he found appropriate masks at a reasonable price. Working on confirming order.
- Proposed getting bandanas that are specifically made for Wildland firefighting. These

offer more protection than a standard single layer cotton bandana. Inexpensive and offer more protection that might be needed before donning an N95 mask.

- Request put in to Lt. Anderson for proper cones on R431 and solution for drip torch mounting on Brush Rigs. Once appropriate mount on R431, new cones will be ordered.
- New Turnout gear bags have arrived, if you are traveling or need to carry your turnouts somewhere, use these bags.
- Final SOG for Decon Kits still in the works.
- E mail sent requesting N95 masks for Wildland/Conflag use. Request is for 60 masks.

New Business:

- Chief O'Connor working with Lt. Anderson for cone request on E436.
- Proposed Yellow stripes painted on Scappoose Station pad for backing. Will help guide person backing a vehicle and backer to line up vehicle when a glare or shadow is present.
- Backing: It is known that certain times of the day when the sun is hitting right, it can be difficult to see the backer at the Scappoose station. If you are a backer, use hand movements that are over exaggerated if necessary for the driver. Make sure you are seen and that all members and trainees should be informed of the lighting/glare.
- Brought up that medics should have wipes on board for cleaning hands. Wipes that are meant for hand cleansing - not wiping down rig or gear. Dietz will look into this and see if EMS can order a tub for each medic.
- N95s have been ordered for wildland. Once arrived, Dietz will hand out a sample to make sure it is appropriate for fitment and usage.
- Purchased a specific wildland bandana to test. Specifically made for Wildland firefighting. Offers more protection than a standard single layer cotton bandana. Will be reviewing it for next meeting.
- Request put into Lt. Anderson about proper cones on R431. Once appropriate mount on R431, new cones will be ordered.
- Final SOG for Decon Kits needs to be completed. Working on completing with Chief Greenup.
- Dietz looking into drip torch mounting details for Wildland Rigs. We might be compliant as long as torch not mounted on bumpers. Being investigated.

Good of the Order:

Firefighter Kody Vanfossan responded to a multi-alarm two-story vacant structure fire in Christopher, Illinois. Upon arrival, heavy smoke could be seen coming out of the top floor of the structure. Vanfossan, along with a second firefighter, began an interior attack on the fire. An additional firefighter later called for the two firefighters to exit the building. As the two firefighters started down steps in the rear of the building, the steps collapsed. While the second firefighter was able to make it out of the building, a Mayday was issued for Vanfossan. Vanfossan was recovered from the building and placed into an ambulance where he was pronounced deceased. Investigation into the incident continues.

Age: 24

Gender: Male

Status: Paid-on-Call

Years of Service: 7

Date of Incident: May 5, 2019

Meeting adjourned at 1845

Fire Chief Report May 2019

I have been involved on a few fire investigations with the largest being a 74-foot yacht which burned at McCuddy's Landing in Scappoose. The oversight committee has met and reviewed two of the three proposals for the cooperative service study. One of the proposals was thrown out as the cover letter wasn't even done correctly. The background reference has been completed on the other two proposals and turned over to the oversight committee. We had a panel of individuals that interviewed two candidates for the EMS chief position with an additional candidate flying in sometime in the next week for their interview. We allowed the individual's interview to be postponed as he has been busy with the flooding and tornadoes in the Kansas area. I've been working on research for 1660 negotiations which we hope will be completed by the end of June. The Columbia County Traffic Safety council held a bicycle safety education program, which has not been done in a while. The turnout of children and their bicycles to learn safety procedures was a success.

I attended the council meeting for the City of Scappoose as they are getting ready to vote on Urban Renewal District which the Scappoose Fire District is not in support of. The consultants who were hired by the city are the same consultants who did the city of St Helens Urban Renewal District. I feel that the consultants did a more through process in St Helens than Scappoose. The Scappoose process did not provide the information needed to make a sound decision.

Meetings & Drills

5/1&2 Fire Chiefs Conference	5/2 SRFD budget & Board mtg.
5/6 SRFD health insurance mtg.	5/8 Chief mtg.
5/8 CRFR budget mtg.	5/9 State Fire Defense mtg.
5/15 Chiefs mtg.	5/16 Company officers mtg.
5/16 Lower Col Co Enterprise zone mtg.	5/17 Cornelius Pass Emerg. Response mtg.
5/18 Bike safety education program	5/20 Oversight committee mtg.
5/20 Scappoose City Urban Renewal mtg.	5/22 RSVP My Fair Lady Tea
5/22 SRFD membership mtg.	5/27 Veterans Memorial service
5/31 Sheriff office mtg.	
Duty officer and Training	

May 2019 Training Report
Chief Marks

May 1	Morning Drill
May 1-4	Conference In Phoenix
May 8	Chiefs Meeting
	Morning and Evening Drills
May 13	Fire Defense Board Meeting
May 14	CRFR Board Meeting
May 15	Morning Drill
	CRFR Vol Association Meeting
May 16	Both Districts Company Officer Meeting
May 18	Cook for Recruit Academy Wildland Overnight
May 22	Morning and Evening Drills
May 29	DC Test Prep
	Morning and Evening Drills

Ongoing Projects

- Finalizing Volunteer Recruit Academy
- Recruit Academy Graduation
- Fire Officer 1 Academy
- Career Academy
- Training Schedule
- Firefighter 2 class planning
- Duty Shifts
- Class A Burn Prop Project
- EMS Recertification Documentation

June 2019 – Chief of Operations Monthly Report

Good June to everyone. We started fire season early in March with several structure and vegetation fires throughout the county. Then rain returned and quelled that for a few weeks. As we enter summer, the forecast is for above normal fire season for the west coast. We have prepared and deployed our equipment in anticipation of this and believe we are ready to meet the challenges placed upon both agencies.

As we wrap up the end of fiscal year 2018/19, Operations wanted to reflect on what we accomplished, what we are working on, and where we are going:

Finished or near finished projects:

- Hose/Nozzle – The Hose Committee has worked closely between both Districts. We are now operating similar nozzles and hose types. The committee is working to develop similar hose loads between both agencies. Same amount, locations, and deployment capabilities.
- Chain Saw/Extrication Equipment – The end of year purchase of new Holmatro extrication equipment for SRFD allows interoperability between agencies. We now can operate each Districts equipment on scene or share tools as necessary. This is a multi-year process and we will be purchasing additional tools in the coming budgets.
- Wildland Packs/shelters- Both Districts have purchased wildland firefighting gear for our members. CRFR will outfit all personnel with their own Fire Shelter. Those members who respond to fires outside the Districts have or will receive additional equipment for deployment.
- New Hose for all CRFR fire equipment - The grant obtained allowed for the replacement of all structure fire hose. The District purchased new 1.75", 2.5", and 5" hose. We are asking for an addendum in the grant to purchase several thousand feet of wildland single jacket 1" and 1.5" to stock our equipment.
- Image Trend- Full implementation of Image Trend throughout both Districts as the electronic medium for patient care and fire reports. We continue to improve the system and streamline the work for our members. We appreciate the work by FF Hennigan, FF Lockhart, Lt Pulito, FF Dubois, Lt Nielson, and Lt Anderson as we tweak or repair issues as they arise.
- Crew Sense – Crew Sense is now utilized by both Districts for time accounting, Volunteer hours, Overtime, and vacation/sick leave use. It allows real time accounting of personnel; we continue to make small changes as necessary.
- Volunteer Personnel at LBTC – CRFR has moved several pieces of equipment to LBTC. These include E479, Sq479, R479, and Medic 479. This move allowed growth at the St

Helens Station (471) and responses for ISO in an area that was previously uncovered near Gable/Hwy 30.

- Heavy Brush Engine – The development of a Heavy Brush/Type III Engine for CRFR has been completed. HB476 will be deployed to the Rainier Station in June. This will replace B476 that will be moved to Goble. This allows both Districts to operate Type III Wildland apparatus throughout the county. A plan to replace HB431 with a crew/extra cab style engine is in process.
- New Ambulances – Both Districts are operating new Ford or Dodge 4x4 ambulances out of all the career staffed stations. This allows for some older units to be surplus or replaced. It also allows our units to operate in weather or roads that our 2-wheel drive units found difficulty.
- Company Officer Volunteer – In order to improve our span of control and management of our volunteer personnel, an internal Company Officer course is currently being completed. Once completed this fall the goal of adding additional Volunteer Company Officers to the ranks will be accomplished.
- EMS Only Personnel – EMS only personnel are operating out of the Scappoose and St Helens stations. Our goal to have 4 full time paramedics has been accomplished, currently we are operating part-time EMT partners for the units. It is a learning process and we continue to develop this program. We see the value and look to continue it into the future.
- Community Paramedic – CRFR, in conjunction with Care Oregon have a community paramedic working in CRFR and SRFD Fire Districts for over a year. This program has shown huge benefits to our customers, clients, and patients in the form of improved care, medication compliance, and decrease in return visits to area hospital. This in turn has decreased our call volume significantly regarding repeat patients. Extremely valuable program.

What are we working on:

- Hose committee – continued development of “like” hose loads for both Districts. We are challenged by multiple styles of fire apparatus and hose bed configuration. We have developed minimums for both agencies and are now working on hose bed adjustments to meet these minimums.
- Operations Committee – The Operations Committee has developed a joint “playbook” for both Districts. The Ops Committee will continue to develop plans and SOP’s that meet every changing emergency scene environment. The Ops Protocol book has been distributed to all stations and will be reviewed quarterly as a living document.
- Lexipol – In conjunction with the Operations Protocol book both Districts will be entering into a contract with Lexipol for our policies and procedures. To work closer together and minimize operational differences we will be moving forward with a joint

policy manual. We understand that as two separate agencies we will inherently have some differences, but those should be few. This is a large project and will require Chiefs, Company Officers, Firefighters, Volunteers, and Administrative Staff to complete. The time line is 6 months development (July-December), Training Jan 2020-July, Implementation tentative July 1, 2020.

- New Water Tender and Fire Engines: The Apparatus Committee comprised of SRFD and CRFR personnel have started the process of developing RFP's for the 916 Water Tender build and the two fire engines we are purchasing in the 2019/20 budget. The committee is working on standardizing pump panels and equipment locations between both Districts.

Where are we going, the Future?

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

Closing:

We have had a change at the Joint Maintenance Facility. Rick Fletcher has chosen to leave our District and begin working as a Fleet Mechanic for the Clatskanie Fire District. We wish him the best of luck. Jeramy Lehner and Ray Malone will be operating our JMF and maintaining our facilities. Operations has the utmost confidence in their abilities to meet the challenges we present them daily. The expectations remain, both have completed their first EVT level certification. The goal is for both to be EVT II certified by Jan 1, 2021. Jeramy and Ray have received praise from several of our customers on the speed and effectiveness of repairs on their equipment. At this time, we are not replacing Rick. We will determine if our outside work demands diminish with the loss of the Clatskanie equipment.

Meetings:

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

Columbia County Fire CFS & EMS CFS by Agency for the period 07/01/2018 00:00:00 - 05/31/2019 23:59:59

Agency													
Clatskanie RFPD													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	57	80	76	74	63	60	69	68	65	69	70		751
Total Fire	29	40	31	40	24	32	32	31	42	23	24		348
Total	86	120	107	114	87	92	101	99	107	92	94	0	1,099

Agency													
Columbia River Fire & Rescue													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	307	295	284	317	311	311	308	268	336	285	323		3,345
Total Fire	130	144	126	156	103	115	105	139	130	115	105		1,368
Total	437	439	410	473	414	426	413	407	466	400	428	0	4,713

Agency													
Mist - Birkenfeld RFPD													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	14	18	10	7	4	8	6	11	5	7	5		95
Total Fire	18	15	7	8	6	16	6	10	21	8	8		123
Total	32	33	17	15	10	24	12	21	26	15	13	0	218

Agency													
Scappoose RFPD													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	142	131	131	122	148	136	130	149	130	138	168		1,525
Total Fire	140	139	122	125	83	81	88	114	99	84	101		1,176
Total	282	270	253	247	231	217	218	263	229	222	269	0	2,701

Agency													
Vernonia RFPD													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS (Metro West)	55	42	46	43	51	46	45	42	41	31	34		476
Total Fire	23	37	21	16	10	24	13	13	19	14	17		207
Total	78	79	67	59	61	70	58	55	60	45	51	0	683

Agency													
ODF Columbia													
Problem	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Total EMS	0	1	0	0	0	0	0	0	0	0	1		2
Total Fire	58	68	43	46	22	12	17	5	29	8	34		342
Total	58	69	43	46	22	12	17	5	29	8	35	0	344

B - ABDOMINAL PAIN	EMS	1	4	4	1	2	3	2	5	2	2	3	0	29
B1 - ABDOMINAL PAIN C1	EMS	0	0	0	0	1	1	0	0	1	0	1	0	4
L - ALLERGIC REACTION	EMS	1	3	0	1	1	1	2	4	2	1	1	0	17
L1 - ALLERGIC REACTION C1	EMS	0	0	0	0	0	0	0	0	1	0	0	0	1
NB - ANIMAL BITES/ATTACKS	EMS	0	1	0	0	0	0	0	0	0	0	0	0	1
NB1 - ANIMAL BITES/ATTACKS-	EMS	0	0	0	0	0	0	0	0	0	1	0	0	1
SLW - ASSAULT WEAPONS	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
ST - ASSAULT PHYSICAL	EMS	2	1	2	0	2	3	0	0	0	0	1	0	11
A - BACK PAIN	EMS	0	1	2	2	3	2	1	2	0	2	1	0	16
A1 - BACK PAIN C1	EMS	0	1	2	2	0	0	2	2	2	1	5	0	17
HI - BEHAVIORAL HEALTH	EMS	5	1	2	6	1	3	1	4	3	3	3	0	32
L - BLEEDING PROBLEM	EMS	2	0	3	0	3	2	2	2	4	3	2	0	23
L1 - BLEEDING PROBLEM C1	EMS	0	0	0	0	0	0	3	1	0	0	2	0	6
R - BREATHING PROBLEM	EMS	6	10	12	7	12	8	16	27	20	12	18	0	148
R1 - BREATHING PROBLEM C1	EMS	0	0	0	0	2	2	0	0	2	0	0	0	6
U - BURNS	EMS	0	0	1	0	0	0	0	0	1	1	1	0	4
H - CHEST PAIN/HEART	EMS	20	16	20	21	16	21	13	16	7	21	22	0	193
K - CHOKING	EMS	0	2	0	0	0	2	0	0	1	0	1	0	6
K1 - CHOKING C1	EMS	0	0	0	0	0	0	0	0	1	0	0	0	1
PR - CARDIAC ARREST	EMS	3	7	5	3	7	6	9	5	9	3	10	0	67
VA - STROKE	EMS	8	3	5	5	3	3	1	4	5	3	2	0	42
I - DIABETIC PROBLEMS	EMS	1	1	3	1	3	1	3	3	3	2	3	0	24
I1 - DIABETIC C1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
R - DROWNING/DIVING/SCUBA	EMS	0	0	0	0	0	0	1	0	0	1	1	0	3
A - FALL	EMS	11	15	10	12	12	12	10	12	15	11	13	0	133
A1 - FALLS C1	EMS	3	7	5	7	5	5	5	6	5	9	3	0	60
CE - HEAT/COLDS EXPOSURE	EMS	3	0	0	0	2	1	0	0	0	0	1	0	7
CE1 - HEAT/COLD EXPOSURE 1	EMS	1	0	0	0	0	0	0	0	0	0	0	0	1
ED - HEADACHE	EMS	0	0	0	1	1	2	0	1	0	0	0	0	5
RI - HIT AND RUN INJ	EMS	0	0	0	0	0	0	1	0	0	3	0	0	4
A - LIFT ASSIST	EMS	8	7	2	4	11	8	3	6	5	2	9	0	65
VD - OVERDOSE/POISON	EMS	0	3	2	3	0	3	2	0	0	6	2	0	21
R - PREG/CHILDBIRTH/MISCAR	EMS	0	0	1	1	0	0	0	0	0	0	2	0	4
K - SICK PERSON	EMS	29	20	10	13	23	21	17	27	16	21	25	0	222
K1 - SICK PERSON C1	EMS	6	7	8	9	7	6	7	9	7	10	9	0	85
Z - SEIZURES	EMS	2	3	5	2	7	3	11	3	2	3	2	0	43
AI - TRAFFIC ACCIDENT INJURY	EMS	7	7	8	10	8	9	8	3	5	3	8	0	76
OX - TOXIC EXPOSURE	EMS	0	0	0	0	2	0	0	0	0	0	0	0	2
R - TRAUMA	EMS	13	4	11	7	7	3	7	1	5	7	7	0	72
R1 - TRAUMA C1	EMS	1	2	3	2	1	1	1	2	1	0	0	0	14
N - UNCONSCIOUS/FAINTING	EMS	7	5	5	2	6	4	2	4	5	7	10	0	57
LFC - COMMERCIAL FIRE ALAR	Fire	12	9	8	14	7	4	5	7	7	8	9	0	90
LFR - RESIDENTIAL ALARM	Fire	2	3	1	1	1	1	0	2	3	1	0	0	15
LM - MEDICAL ALARM-1	Fire	3	6	2	4	3	1	3	6	5	3	4	0	40
MB1 - MEDICAL TRANSPORT ODE	Fire	5	5	7	5	5	3	8	10	10	6	5	0	69
MB3 - MEDICAL TRANSPORT ---	Fire	3	3	3	4	2	2	1	2	3	1	2	0	26

ARN - BARN FIRE	Fire	0	0	1	1	0	0	0	0	1	0	0	0	3
OAT - BOAT FIRE	Fire	0	0	0	0	0	0	0	0	0	0	2	0	2
RUSH - BRUSH FIRE	Fire	7	5	8	6	0	1	1	0	2	0	6	0	36
URN - ILLEGAL BURN	Fire	26	27	16	16	6	1	5	2	4	2	9	0	114
AR - CAR FIRE	Fire	0	1	1	0	3	1	1	0	1	1	1	0	10
FIRE - COMMERCIAL FIRE	Fire	4	2	1	2	0	4	1	4	3	0	6	0	27
HIM - CHIMNEY FIRE	Fire	0	0	0	0	1	1	1	4	2	2	0	0	11
AZMAT - HAZMAT INCIDENT	Fire	0	2	1	3	3	2	2	1	0	5	2	0	21
IFF - INFORMATION FIRE	Fire	1	3	5	1	4	4	3	1	4	4	1	0	31
ISCELLANEOUS - FIRE	Fire	29	25	17	13	12	13	12	18	10	7	16	0	172
ISCN - MISC NON FIRE	Fire	2	1	0	4	1	5	2	10	2	1	1	0	29
MOVEUP - MOVE UP	Fire	0	0	1	0	0	0	0	0	1	0	0	0	2
IR2** - MARINE RESCUE MRGENCY	Fire	0	1	0	0	0	0	0	0	0	0	1	0	2
UA - MUTUAL AID	Fire	2	5	2	2	1	0	0	0	0	0	0	0	12
GAS - NATURAL GAS LEAK	Fire	2	1	4	0	0	0	0	1	1	0	0	0	9
DOR - ODOR INVESTIGATION	Fire	0	0	3	7	2	2	4	0	1	0	1	0	20
A - PUBLIC ASSIST	Fire	7	10	7	4	4	3	6	5	9	9	4	0	68
FIRE - RESIDENTIAL FIRE	Fire	5	4	5	5	4	4	4	6	3	1	6	0	47
END1 - SEND MEDICAL CODE 1	Fire	4	2	4	5	2	3	5	6	2	4	8	0	45
END3 - SEND MEDICAL CODE 3	Fire	0	1	1	2	1	3	0	0	1	3	0	0	12
ERV - SERV	Fire	9	3	5	2	4	4	4	6	5	3	4	0	49
MOKE - SMOKE IN THE AREA	Fire	0	0	0	0	0	0	0	1	6	2	2	0	11
UA - SUICIDE ATTEMPT	Fire	2	4	9	9	2	5	7	6	1	8	5	0	58
AF - TRAFFIC ACCIDENT ON IRE	Fire	1	2	0	0	0	0	0	0	0	0	0	0	3
AT - TRAFFIC ACCIDENT NTRAPM	Fire	0	0	0	0	0	1	0	0	0	0	0	0	1
AU - TRAFFIC ACCIDENT UNK IJ	Fire	8	10	7	15	15	12	13	14	11	13	3	0	121
AW - TRAFFIC ACCIDENT /ATER	Fire	0	0	1	0	0	1	0	1	1	0	0	0	4
ECHR - TECHNICAL RESCUE	Fire	0	0	1	0	0	0	0	0	0	0	0	0	1
RUCK - TRUCK FIRE	Fire	2	1	0	0	0	0	0	1	0	0	1	0	5
total EMS	EMS	142	131	131	122	148	136	130	149	130	138	168	0	1525
total Fire	Fire	140	139	122	125	83	81	88	114	99	84	101	0	1176
total	All	282	270	253	247	231	217	218	263	229	222	269	0	2701

DIVISION CHIEF O'CONNOR

SAFETY & RESOURCE MANAGEMENT

May 2019

MEETINGS: Health & Wellness Committee 5/6 (Joint); Center Logic IT 5/7 & 5/15 (CRFR); CRFR Board meeting 5/14; Safety meeting 5/8 (SRFD); Chief meeting 5/15 (joint); Company officer meeting 5/16 (joint)

FACILITIES: Continued work on kitchen remodels for Fairgrounds and St. Helens stations (CRFR); Completed PO and started process to replace St. Helens station generator (CRFR); Pursuing contractors to seal asphalt at various facilities throughout the district (joint); Peak Electric started with lighting replacement at admin building, converting to LED and installing exterior security lighting (CRFR)

PIO: Continued updates of press release for more significant incidents responded to the district including social media; weekly call report logs for local media.

I/T: Established IT service with Center Logic, techs continue assessing and mapping network (CRFR); Install Field Ops CAD app on district MDT's (CRFR); gained administrative control of MS365 (CRFR); installed vehicle rescue app on E432 ipad, app gives immediate access for specific vehicle hazards by entering license plate # (SRFD); setup email access for various employees (CRFR)

SAFETY & HEALTH: Continued upkeep of NFPA physicals for firefighters; ordered and placed in service baby wipes as part of firefighter cancer reduction efforts; replaced road cones with DOT compliant cones on Engine and Rescue (SRFD)

MISC: Firefighter Health & Safety Training Completed at DPSST; Inventory hose order from AFG grant; created Sr. Volunteer Firefighter position for and advertisement (SRFD); working on RFP for nozzles and appliances – part 2 of AFG grant; Completed volunteer LOSAP annual qualifications list (CRFR); assigned new recruit volunteers to Sr. FFs in org chart (CRFR); work with Chief Greenup to implement new recruit volunteers into org chart with officers (SRFD)

CRF&R Volunteer hours: 380

SRFD Volunteer hours: 313

**THE OREGON FIRE DISTRICT DIRECTORS ASSOCIATION
LENGTH OF SERVICE AWARD PLAN
FOR VOLUNTEERS**

ADOPTION AGREEMENT

Scappoose Rural Fire Protection District

June 13, 2019

This ADOPTION AGREEMENT is the only way DISTRICT may amend the PLAN Document. The terms used in this ADOPTION AGREEMENT have the same meaning as provided in Article I of the PLAN Document, unless otherwise specified herein. In the event of a conflict between the PLAN Document and this ADOPTION AGREEMENT, the PLAN Document shall prevail.

1. Participation Requirements

Participation Requirements are the minimum requirements needed for a VOLUNTEER to become a PLAN PARTICIPANT. PLAN PARTICIPANTS must satisfy the minimum participation requirements in both Article 4 of the PLAN Document and in this Section 1. Pursuant to Article 7.01(a) of the PLAN Document, failure to meet the Participation Requirements at any time may affect a PARTICIPANT'S VESTING schedule. There are two (2) options for DISTRICTS in establishing participation requirements.

The first option is to simply adopt the requirements for being a member in good standing of the VOLUNTEER service of the DISTRICT. In that case, the DISTRICT must attach those requirements to this ADOPTION AGREEMENT.

The second option is to impose additional participation requirements, if the DISTRICT wants to limit participation in the PLAN to those VOLUNTEERS who go "above and beyond" the basic requirements for good standing. In that case, the DISTRICT would attach a list of the all participation requirements, including any additional requirements.

The DISTRICT adopts the following Participation Requirements:

- ☐ DISTRICT VOLUNTEERS who meet the basic requirements of being a member in good standing, as described in the attachment to this ADOPTION AGREEMENT, will be eligible to participate. Such requirements must indicate the duration of VOLUNTEER service required prior to qualifying as a PARTICIPANT (if any).
- ☒ DISTRICT VOLUNTEERS who meet the basic requirements of being a member in good standing, *as well as any additional participation requirements* as described in the attachment to this ADOPTION AGREEMENT, will be eligible to participate. Such requirements must indicate the duration of VOLUNTEER service required prior to qualifying as a PARTICIPANT (if any), as well as any additional requirements, such as: minimum drill or response attendance and the nature of service (combat or non-combat).

2. Allocation of CONTRIBUTIONS

It is the responsibility of the DISTRICT to allocate its total CONTRIBUTIONS among eligible PARTICIPANTS. This allocation will occur according to the below described methodology. Some DISTRICTS allocate an equal CONTRIBUTION to each PARTICIPANT. Others allocate based on a formula which is tied to each PARTICIPANT'S activities during the year. Below, please describe the method the DISTRICT will use to allocate CONTRIBUTIONS:

See Board Policy

PARTICIPANTS who terminate their participation or SEPARATE FROM VOLUNTEER SERVICE prior to VESTING will forfeit LOSAP CONTRIBUTIONS. The DISTRICT will report any forfeitures and will provide a list of the remaining PARTICIPANTS to the OFDDA PLAN ADMINISTRATOR within three (3) months of the forfeiture. The PLAN ADMINISTRATOR will allocate such forfeitures among all remaining PARTICIPANTS eligible to receive a CONTRIBUTION on a per capita basis within twelve (12) months of notification of the forfeiture.

3. **Vesting Schedule**

In accordance with Section 7.01 of the PLAN, the DISTRICT adopts the following VESTING Schedule:

- ☐ **VESTING OPTION A: TWO YEAR NONCONSECUTIVE VESTING:** An active VOLUNTEER shall become entitled to a future award upon the completion of two (2) nonconsecutive years with the DISTRICT as a PARTICIPANT.
- ☒ **VESTING OPTION B: 4 YEAR NONCONSECUTIVE VESTING** An active VOLUNTEER shall become entitled to a future award upon the completion of 4 () nonconsecutive years (minimum of two (2) years) with the DISTRICT as a PARTICIPANT.
- ☐ **VESTING OPTION C: ____ YEAR CONSECUTIVE VESTING.** An active VOLUNTEER shall become entitled to a future award upon the completion of ____ () consecutive years (minimum of two (2) years) with the DISTRICT as a PARTICIPANT.

4. **Credit Toward Vesting for Prior Service to District**

- ☒ The DISTRICT **will** give one (1) year of credit toward VESTING for every two (2) years of VOLUNTEER service to the DISTRICT prior to the DISTRICT'S adoption of the PLAN.
- ☐ The DISTRICT **will not** give credit toward VESTING for any VOLUNTEER service to the DISTRICT prior to the DISTRICT'S adoption of the PLAN.

5. **Portability of Prior Volunteer Service**

- ☒ The DISTRICT **will recognize** a VOLUNTEER'S prior service as a member in good standing in an Oregon Fire DISTRICT participating in the OFDDA LOSAP program. To be eligible for portability, any separation from the prior VOLUNTEER service must have occurred no more than twelve (12) months prior to initiation of service for the DISTRICT.
- ☐ The DISTRICT **will not recognize** VOLUNTEER service provided to any organization other than the DISTRICT.

6. **Designating a PLAN YEAR**

The DISTRICT designates the following twelve (12) month period as its PLAN YEAR:

- ☒ January – December
- ☐ July – June
- ☐ Other as designated: _____

7. **Investment of CONTRIBUTIONS**

- ☒ The DISTRICT **will** allow PARTICIPANTS to designate their investment preferences among choices available from the INVESTMENT PROVIDER. The DISTRICT will then direct the investment of CONTRIBUTIONS according to the PARTICIPANTS' designation, but reserves the right at a later date to itself designate such investment preferences.
- ☐ The DISTRICT **will not** allow PARTICIPANTS to designate their investment preferences. Instead, the DISTRICT will solely direct and designate the investment of CONTRIBUTIONS among choices available from the INVESTMENT PROVIDER.

Scappoose Rural Fire Protection District

By: _____
Board President

DATE: June 13, 2019

APPROVED BY OFDDA ADMINISTRATOR

By: _____
Its: _____

DATE: _____

LENGTH OF SERVICE AWARD PLAN

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

For a volunteer member to be in good standing with the District for LSAP, they have to provide a minimum of one hundred (100) hours in a calendar year to be considered eligible for the LSAP program for that year. The hours may be earned through activities sponsored or approved by the District, including responding to fire, emergency medical or other requests for emergency response, training, instructing, public education programs, approved District meetings, administrative duties and other functions approved by the District.

The District will distribute funds once a year between February and May to OFDDA LOSAP once the volunteers have been certified as eligible members by the Board Awards and Incentive committee for the prior year's service.

THE OREGON FIRE DISTRICT DIRECTORS ASSOCIATION

LENGTH OF SERVICE AWARD PLAN

DECLARATION OF TRUST

OREGON FIRE DISTRICT DIRECTORS ASSOCIATION LENGTH OF SERVICE AWARD PLAN

DECLARATION OF TRUST

This Declaration of Trust, by and between the Oregon Fire District Directors Association, an Oregon nonprofit corporation (the "OFDDA"), and those Districts organized under Oregon Revised Statute Chapter 198 (hereinafter each District is separately referred to as the "District" and collectively as the "Districts") who have executed an Accession Instrument substantially in the form attached hereto as Exhibit A, and the Trustees named on the signature page of this Declaration of Trust (hereinafter referred to as "Trustees"), is effective to create this Trust as of the date of the first contribution by the OFDDA or any District and is effective with respect to each District as of the date of the Accession Instrument entered into by that District.

RECITALS

- A. WHEREAS, each District has adopted The Length of Service Award Plan for Volunteers attached to this Declaration of Trust as Exhibit B.
- B. WHEREAS, each District has incurred or expects to incur liability under the terms of the Plan with respect to the volunteers participating in the Plan.
- C. WHEREAS, it is the intention of each District to make contributions to the Trust to provide itself with a source of funds to assist it in the meeting of its liabilities under the Plan.
- D. WHEREAS, each District wishes to make contributions to a trust (hereinafter called the "Trust") to be held therein.
- E. WHEREAS, the share of the Trust assets belonging to each District is subject to the claims of that District's creditors in the event of that District's Insolvency, as defined in Section 3.1, until paid to that District's Plan participants and their beneficiaries in such manner and at such times as specified in the Plan.
- F. WHEREAS, it is the intention of the parties that this Trust shall constitute an unfunded arrangement and shall not affect the status of the Plan as an unfunded plan maintained for the purpose of meeting the Districts' obligations under the Plan.

NOW, THEREFORE, the parties do hereby establish the Trust and agree that the Trust shall be comprised, held and disposed of as follows:

ARTICLE I

ESTABLISHMENT OF TRUST

1.1 Initial Principal. Each District shall hereby deposit with the Trustees in trust the sum stated on its Accession Instrument, which shall become part of the principal of the Trust to be held, administered, and disposed of by the Trustees as provided in this Declaration of Trust.

1.2 Additional Deposits. Each District, in its sole discretion, may at any time, or from time to time, make additional contributions in cash (or with the prior consent of the Trustees and Plan Administrator, in the form of other property) in trust with the Trustees to augment the principal to be held, administered and disposed of by the Trustees as provided in this Declaration of Trust. Neither the Trustees nor any Plan participant or beneficiary shall have any right to compel a District to make such additional contributions.

1.3 Separate Shares. The principal of the Trust, and any earnings thereon, attributable to each District shall be held as a separate share of the Trust, separate and apart from funds of other Districts, and shall be used exclusively for the uses and purposes of Plan participants and general creditors of that District as herein set forth. The Trustees may, in their discretion, further subdivide each share into subshares allocable to individual Plan Participants.

1.4 Grantor Trust. The Trust is intended to be a grantor trust, of which each District is a grantor with respect to its share, within the meaning of subpart E, part I, subchapter J, chapter 1, subtitle A of the Internal Revenue Code of 1986, as amended, and shall be construed accordingly.

1.5 Allocations Among Plan Participants. Whenever a District makes a contribution as described in Section 1.2, it must inform the Trustees in writing of the proper allocation of such contribution among Plan Participants of the District and provide such additional information as reasonably requested by the Plan Administrator to make such allocation. The District's determination of allocation of its contribution among Plan participants shall be determinative and the District retains all responsibility for insuring that such allocation is correct.

1.6 Rights of Third Parties. Plan Participants and their beneficiaries shall have no preferred claim on, or any beneficial ownership interest in, any assets of the Trust. Any rights created under the Plan and this Declaration of Trust shall be mere unsecured contractual rights of the Plan Participants and their beneficiaries against their respective District. In the event of Insolvency, as defined in Section 3.1, the assets held by the Trust will be subject to the claims of each separate District's general creditors under federal and state law in proportion to that District's share of assets of the Trust.

ARTICLE II

PAYMENTS TO PLAN PARTICIPANTS

2.1 Payments to Plan Participants and Their Beneficiaries. Each District, through the Administrator of the Plan, shall deliver to the Trustees a schedule (hereinafter referred to as the "Payment Schedule") that indicates the amounts payable in respect of each Plan Participant (and his or her beneficiaries), that provides a formula or other instructions acceptable to the Trustees for determining the amounts so payable, the form in which such amount is to be paid (as provided for or available under the Plan), and the time of commencement for payment of such amounts. Except as otherwise provided herein, the Trustees shall make, or arrange to have made, payments to the Plan participants and their beneficiaries in accordance with such Payment Schedule. Unless the Trustees inform a District otherwise in writing, the Trustees shall make provisions for the reporting and withholding of any federal, state or local taxes that may be required to be withheld with respect to the payment of benefits pursuant to the terms of the Plan and shall pay amounts withheld to the appropriate taxing authorities or determine that such amounts have been reported, withheld and paid by such District. If the principal of a District's share of the Trust, and any earnings thereon, are not sufficient to make payments of benefits in accordance with the terms of the Schedule, the Trustees shall notify the District that principal and earnings are not sufficient.

2.2 Benefits Under Plan. The entitlement of a Plan Participant or his or her beneficiaries to benefits under the Plan shall be determined by the District or such party as it shall designate under the Plan, and any claim for such benefits shall be considered and reviewed under the procedures set out in the Plan.

2.3 Payment of Benefits. Upon written request to the Trustees, each District may make payment of benefits directly to its Plan participants or their beneficiaries as they become due under the terms of the Plan, in lieu of having the Trustees make these payments. Each District shall notify the Trustees of its decision to make payment of benefits directly prior to the time amounts are payable to participants or their beneficiaries.

ARTICLE III

INSOLVENCY OF DISTRICT

3.1 Payment of Benefits Cease on Insolvency. The Trustees shall cease payment of benefits to Plan Participants and their Beneficiaries of any District which is Insolvent. A District shall be considered "Insolvent" for purposes of this Declaration of Trust if (i) the District is unable to pay its debts as they become due, or (ii) the District is subject to a pending proceeding as a debtor under the United States Bankruptcy Code.

3.2 Trust Funds Subject to Claims of General Creditors. At all times during the continuance of this Trust, as provided in Section 1.3 hereof, the principal and income of a District's share of the Trust shall be subject to the claims of the general creditors of a District.

3.2.1 Duty to Notify Trustees of District's Insolvency. The Board of Directors and the Chief Executive Officer of each District shall have the duty to inform the Trustees in writing of the District's Insolvency.

3.2.2 Trustees' Duty to Discontinue Payments. If a person claiming to be a creditor of a District alleges in writing to the Trustees that the District has become Insolvent, the Trustees shall determine whether the District is Insolvent and, pending such determination, the Trustees shall discontinue payment of benefits to Plan Participants or their Beneficiaries.

3.2.3 No Actual Knowledge of Insolvency. Unless the Trustees have actual knowledge of a District's Insolvency, or have received notice from a District or a person claiming to be a creditor alleging that the District is Insolvent, the Trustees shall have no duty to inquire whether the District is Insolvent. The Trustees may in all events rely on such evidence concerning a District's solvency as may be furnished to the Trustees and that provides the Trustees with a reasonable basis for making a determination concerning a District's solvency.

3.2.4 Trustees to Hold Assets of Trust for General Creditors. If at any time the Trustees have determined that a District is Insolvent, the Trustees shall discontinue payments to the Plan Participants and Beneficiaries of that District and shall hold such District's share of the Trust assets for the benefit of that District's general creditors. Nothing in this Declaration of Trust shall in any way diminish any rights of the Plan Participants or their Beneficiaries to pursue their rights as general creditors of a District with respect to benefits due under the Plan or otherwise.

3.2.5 Benefits Resume When District Is No Longer Insolvent. The Trustees shall resume the payment of benefits to Plan Participants or their Beneficiaries in accordance with Section 2 of this Declaration of Trust only after the Trustees have determined that the District is not Insolvent (or is no longer Insolvent).

3.3 Amount of First Payment After Discontinuance. Provided that there are sufficient assets in a District's share of the Trust, if the Trustees discontinue the payment of benefits from the Trust pursuant to Section 3.2 hereof and subsequently resume such payments, the first payment following such discontinuance shall include the aggregate amount of all payments due to Plan Participants or their Beneficiaries under the terms of the Plan for the period of such discontinuance, less the aggregate amount of any payments made to Plan Participants or their Beneficiaries by the District in lieu of the payments provided for hereunder during any such period of discontinuance.

ARTICLE IV

PAYMENTS TO DISTRICTS

4.1 No Payment to Others. Except as otherwise provided in this Declaration of Trust, a District shall have no right or power to direct the Trustees to divert to others any of the Trust assets before all payment of benefits have been made to that District's Plan Participants and their Beneficiaries pursuant to the terms of the Plan. This provision shall not prohibit a District from terminating its participation in the Plan and Trust pursuant to Section 11.1 of this Trust Agreement.

4.2 Payment to Districts. The Trustees will pay to a District such amounts on such schedule as directed by the Administrator of the Plan for payment to Plan Participants. Upon direction by the District, the Trustees may make payment directly to Plan Participants or Beneficiaries in such amount and on such schedule as provided by a District to the Plan Administrator.

ARTICLE V

INVESTMENT AUTHORITY

5.1 Investment Provider. The Trustees shall forward contributions from Districts to the entity designated as the "Investment Provider" by the Plan Administrator.

5.2 Options for Investment. The Trustees will choose, from time to time, the options for investment of District assets from those available through the Investment Provider.

5.3 Districts' Investment Decisions. The Districts shall provide to the Trustees, in a manner specified from time to time by the Trustees, instructions regarding the allocation of contributions among the various options made available by the Investment Provider and approved by the Trustees. The Trustees shall have no discretion to alter or modify the choices made by the Districts, except as options are changed by the Trustees pursuant to Section 5.2.

5.4 Legally Permitted Investments. In no event may the Districts direct the Trustees to invest in securities of a District (including stock or rights to acquire stock) or obligations issued by a District, other than a de minimis account held in common investment vehicles in which the Trustees invest. In addition, all investments made by the Trustees must be in accordance with Oregon law relating to proper investments by Districts. If the Trustees are uncertain about the propriety of an investment, they shall return a contribution to the District with instructions to obtain an opinion of counsel regarding the propriety of the investment under Oregon law.

5.5 Delegation of Authority. A District may delegate authority to Plan Participants to

select specific investments for subshares of a District's share of Trust assets, within the range of investment choices determined by the District. Such delegation, however, will not confer on Plan Participant any rights of ownership with respect to Trust assets, nor relieve the District of responsibility for exercise of investment authority.

5.6 Hold Harmless. Each District will indemnify and hold harmless the Trustees from any loss or damage resulting from the investment of its contributions to the Trust with the Investment Provider according to the District's or its designees' investment instructions.

ARTICLE VI

DISPOSITION OF INCOME

During the term of this Trust, all income received by the Trustees within each share of the Trust, net of expenses and taxes, and obligations for distributions, shall be accumulated and reinvested within such share.

ARTICLE VII

ACCOUNTING BY TRUSTEES

7.1 Trustees' Duty of Accounting. The Trustees shall keep records of all activities of the Trust, and shall provide each District annually with a trustee's report with respect to its share of the Trust and the names, addresses, and telephone numbers of all Trustees. The Administrator's annual statement to the Districts shall serve as sufficient record of the activities of the Trust and each District waives any right it may have to any other reports or notices.

7.2 Individual Trustee's Duty. Upon removal or resignation of a Trustee, that Trustee shall provide to the remaining Trustees such records and reports as required by the remaining Trustees to show the activities of the departing Trustee with respect to Trust assets in the period prior to removal or resignation.

ARTICLE VIII

RESPONSIBILITY OF TRUSTEES

8.1 Duty of Trustees. The Trustees shall act with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. No Trustee will incur liability to any person for any action taken pursuant to a direction, request or approval given by a District which is contemplated by, and in conformity with, the

terms of the Plan or this Trust.

8.2 Indemnification for Litigation Costs. If the Trustees undertake or defend any claim arising in connection with this Trust, the Districts agree to indemnify the Trustees against the Trustees' costs, expenses and liabilities (including, without limitation, reasonable attorneys' fees and expenses) relating thereto and to be primarily liable for such payments. If the Districts do not pay such costs, expenses and liabilities in a reasonably timely manner, the Trustees may obtain payment from the Trust, which payment shall be allocated among the Districts in proportion to the relative fair market values of their shares of the Trust assets as determined by the Trustees.

8.3 Authority to Hire. The Trustees may hire agents, attorneys, accountants, actuaries, investment advisers, financial consultants or other professionals to assist the Trustees in performing any of their duties or obligations hereunder.

8.4 Powers of Trustees. The Trustees shall have, without exclusion, all powers conferred on a trustee by applicable law, unless expressly provided otherwise herein, provided, however, that if an insurance policy is held as an asset of the Trust, the Trustees shall have no power to name a beneficiary of the policy other than the Trust, to assign the policy (as distinct from conversion of the policy to a different form) other than to a successor Trustee, or to loan to any person the proceeds of any borrowing against such policy.

8.5 Limitations on Trustees' Powers. Notwithstanding any powers granted to the Trustees pursuant to this Declaration of Trust or to applicable law, the Trustees shall not have any power that could give this Trust the objective of carrying on a business and dividing the gains therefrom within the meaning of section 301.7701-2 of the Procedure and Administrative Regulations pursuant to the Internal Revenue Code.

8.6 No Bond Required. No Trustee shall be required to post a bond.

ARTICLE IX

COMPENSATION AND EXPENSES OF TRUSTEES

The Oregon Fire District Directors Association shall pay the ordinary administrative costs associated with the Trust and the Trustees' duties. Extraordinary expenses will be allocated as provided in Section 8.2.

ARTICLE X

APPOINTMENT, RESIGNATION AND REMOVAL OF TRUSTEES

10.1 Appointment. There shall be five (5) Trustees of the Trust, two (2) of whom shall be appointed by the Board of Directors of the Oregon Fire District Directors Association, an Oregon nonprofit corporation, and two (2) of whom shall be appointed by the Board of Directors of the Oregon Volunteer Firefighters Association, an Oregon nonprofit corporation and one (1) of whom shall be appointed by the Board of Directors of the Oregon Fire Chiefs Association.

10.2 Qualification. As a qualification for appointment and continued service, each Trustee shall be an elected or appointed official, employee, volunteer or other official representative of a unit of local government, or a person previously holding such a position who has retired from service.

10.3 Petition of Removal. Any District that is a grantor under this Trust Agreement may petition the Board of the Oregon Fire District Directors Association in writing stating facts constituting sufficient grounds for removal of a Trustee. A copy of the petition shall be mailed to the Trustee within five (5) days of filing of the petition with the Oregon Fire District Directors Association. The Board of the Oregon Fire District Directors Association shall set a date for a hearing to be held on the matter not more than 45 days from the date of filing of the petition and notify the petitioner and all Trustees of the time and place of hearing. All Trustees may be heard at the time and place of hearing and testimony and other evidence shall be received as the Board of the Oregon Fire District Directors Association decides. The hearing may be adjourned by the Oregon Fire District Directors Association Board from time to time for an aggregate period of not to exceed two (2) weeks. Following the hearing, the Oregon Fire District Directors Association Board shall make a final decision on the petition and such decision shall be binding on the Trustees, the individual Trustees and the Districts.

10.4 Terms. The Trustees shall be appointed for a fixed term. Terms shall be three (3) years and shall be staggered so that no more than two (2) Trustee's terms expire during any calendar year. There shall be assigned position numbers to each of the five (5) Trustee positions. The initial tenure of each numbered position shall be as follows:

Position No. 1 (OFDDA)	Inception of the Trust through June 30, 2010
Position No. 2 (OVFA)	Inception of the Trust through June 30, 2011
Position No. 3 (OFCA)	Inception of the Trust through June 30, 2011
Position No. 4 (OFDDA)	Inception of the Trust through June 30, 2012
Position No. 5 (OFVA)	Inception of the Trust through June 30, 2012

After expiration of each of the terms set forth above, succeeding terms for the respective Trustees positions shall be for three (3) years, commencing the date following the expiration of the preceding term. A Trustee may serve any number of consecutive terms.

10.5 Just Cause Removal. In order to insure the faithful, independent, and impartial exercise of judgment and discharge of their obligations, Trustees shall during their terms of office, be subject to removal by the Oregon Fire District Directors Association Board only for just cause. For purposes of this paragraph, "just cause" shall mean loss of qualifications to service, failure or refusal to act, repeated failure to attend the meetings and activities of the Trustees, malfeasance or misfeasance in office, gross misconduct, or conviction of a felony.

10.6 Acceptance. No Trustee shall serve, and no appointment shall be effective until such appointee acknowledges in writing full and unconditional acceptance of the terms of this Declaration of Trust.

10.7 Successor Trustee. In the event of a Trustee's resignation, incapacity, inability to serve (including disqualification) or removal, a successor Trustee shall be appointed as provided in Section 10.1. The successor Trustee shall be appointed to serve the remainder to the unexpired term.

10.8 Vacancy Effect. Should a vacancy exist among the Trustees, the remaining Trustees shall have full power to act as Trustees.

10.9 No Compensation. A Trustee will serve without compensation, but his or her reasonable expenses shall be reimbursed.

ARTICLE XI

REVOCATION, AMENDMENT AND TERMINATION

11.1 Revocation. This Trust is revocable. At any time, a District may revoke its participation in the Trust, by giving written notice to the Administrator pursuant to the terms of the Plan. In the case of revocation, a District shall have the right to receive its share of contributions and earnings under the Plan, less any withdrawal fees imposed by the Investment Provider and a termination fee established from time to time by the Trustees. The Trustees shall make payment to the District within 90 days of receipt of written notification from the District that the Plan has been terminated. The termination fee is in addition to any withdrawal fees imposed by the Investment Provider, and shall be payable by the Trustees to the Administrator.

11.2 Amendment.

11.2.1 The Districts may amend this Declaration of Trust by a written instrument executed by the Trustees and each participating District. Notwithstanding the foregoing, no such amendment shall conflict with the terms of the Plan.

11.2.2 From time to time the Plan Administrator may propose amendments to the Declaration of Trust to the Trustees. If the Trustees approve such amendments, they will become effective 45 days after the date the Plan Administrator sends the amendments to the Districts for

ratification.

11.3 Termination of Trust. Except as otherwise provided below, the Trust shall not terminate until the date on which Plan Participants and their Beneficiaries are no longer entitled to benefits pursuant to the terms of the Plan.

11.3.1 If all participating Districts revoke their participation pursuant to Article 11.1, the Trust will terminate.

11.3.2 If the Administrator of the Plan determines that the Length of Service Award Plan is no longer viable, and terminates the Plan pursuant to Section 8.09 of the Plan Document, the Trust will terminate.

11.3.3 Distribution of Assets. All assets in the Trust at termination shall be returned to the grantor Districts, and each District will receive the Trust assets attributable to its share of the Trust, less any applicable termination fees.

ARTICLE XII

DEFINITIONS

The following terms shall for purposes of this Trust have the meanings set forth below:

12.1 “Administrator” means the Oregon Fire District Directors Association, a § 501(c)(3) Oregon not-for-profit corporation, which has been appointed by each District to administer the Plan.

12.2 “Beneficiary” means the person properly designated by a Participant to receive benefits under the Plan in the event of a Participant’s death.

12.3 “Contribution” means funds or other property transferred to the Trustees by a District pursuant to the Plan.

12.4 “District” means the District named in an Accession Instrument or any of its agencies, departments, subdivisions, or instrumentalities designated by the District.

12.5 “Investment Provider” means the company which has been selected by the Administrator to invest contributions on behalf of the Trustees.

12.6 “Participant” means a volunteer who has satisfied and continues to satisfy their requirements for participation in the Plan.

12.7 “Plan” means the Length of Service Award Plan for Volunteers adopted by a District, as amended from time to time.

12.8 "Trust Assets" means the assets held pursuant to this Declaration of Trust, including Contributions and all earnings and profits on Contributions.

ARTICLE XIII

MISCELLANEOUS

13.1 Severability. Any provision of this Declaration of Trust prohibited by law shall be ineffective to the extent of any such prohibition, without invalidating the remaining provisions of the Trust; except that if the remaining provisions of the Trust would not substantially achieve the purpose of the Districts in establishing the Trust, then the Trust shall terminate.

13.2 Governing Law. This Declaration of Trust shall be governed by and construed in accordance with the laws of the state of Oregon.

13.3 Plan Consistency. To the extent possible, this Declaration of Trust shall be interpreted to be consistent with the provisions of the Plan.

IN WITNESS WHEREOF, the Trustees have executed this Declaration of Trust as of the dates indicated below.

Position No. 1:

By: _____

Print Name: _____

Date: _____

Position No. 2:

By: _____

Print Name: _____

Date: _____

Position No. 3:

By:_____

Print Name:_____

Date:_____

Position No. 4:

By:_____

Print Name:_____

Date:_____

Position No. 5:

By:_____

Print Name:_____

Date:_____

RESOLUTION NO. 2019-04
A RESOLUTION OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
ADOPTING THE LENGTH OF SERVICE AWARDS PLAN

WHEREAS, the Scappoose Rural Fire Protection District (the District) relies on the many and diverse services rendered by the Scappoose Fire District Volunteers, and the Volunteers' assistance is essential to providing the existing level of service to the Scappoose Community, and;

WHEREAS, the District wishes to recognize and reward its volunteers as allowed by law, and;

WHEREAS, the Oregon Fire District Directors Association has a Length of Service Award Plan for Volunteers (the Plan) in which the District can participate, so;

NOW, THEREFORE, let it be known that the Scappoose Rural Fire Protection District Board of Directors adopts the Plan, desires to become a grantor under the Declaration of Trust and agrees to each and every provision of such Declaration of Trust, a copy of which is attached hereto.

ADOPTED by the Board of Directors of the **Scappoose Rural Fire Protection District** on June 13, 2019.

|

Ron Cairns, Board President

Attest:

David Grant, Secretary

Oversight Committee Meeting Notes

April 15, 2019 at 5 p.m.

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

Mr. George Dunkel with Special Districts Association of Oregon (SDAO) presented information on the Fire Chief Recruiting Agreement between SDAO, CRFR, and Scappoose. Mr. Dunkel passed out copies of the proposed agreement and two timelines for review. The stated cost is \$4,900. This is the maximum cost; Mr. Dunkel said it will probably be less than that. The timelines are based on an assessment/interview panel. Timeline #2 was scheduled to be in conjunction with the board meetings for each district.

Chief Greisen included a copy of the job description and wage/benefits in the presented documents.

The proposal is built on the scenario of narrowing applicants to five semi-finalists with five stations, facilitators, and volunteer/staff involvement. Mr. Dunkel stressed that the hiring of a Fire Chief is the board's responsibility. The process includes input from a variety of panels which include career employees, budget-human resources specialists, technical professionals, joint management members, volunteers, community members. Mr. Dunkel's proposal includes the number of suggested panelists. He also suggested that all board members from each district be included in the hiring process for Fire Chief.

SDAO will provide the interview questions, and committee members are given opportunity to choose which ones they want to ask. They need to stay with the questions decided upon, but follow-up questions are allowed if they pertain to the answer of the agreed upon question. All panels will be given a review of the questions that will be asked.

The Fire Chief job description will be posted in the Daily Dispatch western region. This paid posting will assure national distribution. Mr. Dunkel stated the boards will need to decide who pays the expenses for finalists traveling from out of the area to interview. They may decide to pay for all expenses, no expenses, or state specific expenses or capped amounts (ex. \$500 transportation fees) that will be paid to finalists in the job description. The decision regarding which expenses, if any, will be paid should be made by July 8, 2019.

It was suggested that Janine Salisbury and Marit Nelson be part of the technical professional panelists due to their specific knowledge of district finances. Mr. Dunkel recommended that they be part of the staff panel instead of the technical panel. A finalist may be a local or in-house candidate and personal opinions may impact their decisions. The committee agreed that external technical specialists would be preferable as panelists.

Mr. Dunkel affirmed that all panelists will be prepped before interviews take place. Their responsibilities on the panel will be outlined, emphasizing the limitations of their involvement

on the hiring panels.

A suggestion was made to sign the \$4900 agreement to hire Mr. Dunkel and SDAO. Committee members agreed and signed the document.

Mr. Dunkel wants to meet with the Oversight Committee to approve the position announcement and lists of panel members. He asked which Committee members would complete these items before the next meeting.

The two timeline drafts were discussed. Committee members discussed the merits and drawbacks of both timelines. Mr. Dunkel said they prefer to set Monday as the day to have finalists move through interview stations, since they can fly in on Sunday, learn about the area, and prepare for the upcoming process.

A question was asked of Chief Greisen if other board members would be included in this process. That was affirmed by Mr. Dunkel.

At this time, timeline #2 with a few modifications is the preferred selection.

Chief Greisen and Mr. Dunkel will work on a location for the interviews on July 28, 2019. They also discussed a facility for the community reception which is part of the process.

The OC has already approved the proposed job description. Mr. Dunkel suggested that the boards of CRFR and SRFD vote on the job description. Chief Greisen read parts of the description that have been changed or are suggested as changes due to changes made to the IGA.

Mr. Dunkel pointed out suggested changes, specifically to the last page of the description and language clarification regarding preferred vs. required licensing and certifications of applicants. A member asked if they need to change the job description to be a hybrid of the IGA Chief job description and a modified version of the job description they are currently have in hand. Mr. Dunkel suggested that they can use this document with a few edits, making it very specific to the needs of this position. The Committee members were asked to work on the language and submit to Chief Greisen a final copy of the job description by May 20, 2019.

A member asked for clarification on the community, volunteer, and staff panelist lists and when this list should be submitted. Mr. Dunkel and Chief Greisen will work on the technical and budget/finance panelists.

The committee closed by agreeing to have the list of names of panelists and position announcement/job description finalized at the next Oversight Committee meeting on Monday, May 20, 2019 at 5 p.m.

Meeting adjourned 6:50 pm.

Oversight Committee Meeting Notes

May 20, 2019 at 5 p.m.

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

The committee listened to Mr. Dunkel read the announcement for Fire Chief and approved it as read. The following timeline for recruitment and hiring a new chief was approved:

Tuesday, May 28, 2019 Begin advertising. (This may begin May 24, 2019.)

Monday, June 24, 2019 Recruitment period closes

Sunday, July 28, 2019 Meet and Greet (at Scappoose Fire Station)

Monday, July 29, 2019 Assessment Center/Interview Panels

Tuesday, July 30, 2019 Special Board Meeting

Monday, September 9, 2019 Candidate approval/ earliest start date

Friday, November 1, 2019 Latest start date

Mr. Dunkel then left.

Committee members then reviewed three proposals for the cooperative service study. The three consulting firms were Emergency Service Consulting Group, Matrix Consulting Group, and Public Consulting Group. Emergency Service Consulting Group was eliminated because their cover letter was incorrect. Matrix Consulting Group's and Public Consulting Group's proposals were reviewed by the committee. Chief Greisen was asked to research these two companies and gather background information to report back to the committee.

A discussion about the IGA followed. In their May board meeting, Columbia River Fire and Rescue board members voted 3 in favor of the IGA, 1 against IGA.

Meeting adjourned.

**RESOLUTION No. 2019-03
2019-2020 Budget Adoption**

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of the Scappoose Rural Fire Protection District hereby adopts the budget for fiscal year 2019-20 in the total amount of \$ 6,858,900. * This budget is now on file at Scappoose Fire Station, 52751 Columbia River Highway in Scappoose, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019, and for the purposes shown below are hereby appropriated:

General Fund		Grants Fund	
<u>Organizational Unit - Fire & Emergency Medical Services</u>		Fire & Emergency Medical Services	\$ 165,000
Personnel Services.....	3,963,708		
Materials & Services.....	949,470		
Capital Outlay.....	141,500		
<u>Not Allocated to Organizational Unit</u>			
Transfers Out	155,463		
Contingency.....	200,000		
Total.....	\$ 5,410,141		
		Real & Personal Property Reserve Fund	
		Fire & Emergency Medical Services	\$ 392,215
		Personnel Liability Reserve Fund	
		Fire & Emergency Medical Services	\$ 231,544
		Total APPROPRIATIONS, All Funds	\$ 6,198,900
		Total Unappropriated and Reserve Amounts, All Funds	660,000
		TOTAL ADOPTED BUDGET	\$ 6,858,900 *

(*amounts with asterisks must match)

* Note that the total appropriation amount is not equal to the amount of the total adopted budget. This is because there are unappropriated ending fund balances and amounts reserved for future expenditure in the funds. These amounts are not appropriated, which accounts for the difference.

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for tax year 2019-20 upon the assessed value of all taxable property within the District:

- (1) At the rate of \$ 1.1145 per \$1000 of assessed value for permanent rate tax;
- (2) At the rate of \$ 1.2400 per \$1000 of assessed value for local option tax; and

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

<u>Subject to the General Government Limitation</u>	<u>Excluded from Limitation</u>
Permanent Rate Tax.....\$ 1.1145 /\$1,000	None
Local Option Tax.....\$ 1.2400 /\$1,000	

The above resolution statements were approved and declared adopted on this 13th day of June, 2019.

By: _____
Ron Cairns - Board President

By: _____
David Grant - Secretary/Treasurer



SCAPPOOSE FIRE DISTRICT

P.O.Box 625 SCAPPOOSE, OREGON 97056

NOTICE OF ELECTION CANVASS for May 21, 2019 Special District Election

Scappoose Rural Fire Protection District hereby notifies the Columbia County Clerk, Election officer for the District, that the District has canvassed the votes as reported in the certified election abstract, and has determined that the below named individuals are qualified to hold office; and hereby causes the election officer to issue a Certificate of Election to the following:

Name

Office (Position/Zone)

David Sorenson

Position 1

Ron L. Cairns

Position 2

David Grant

Position 3

Dated this 13th day of June, 2019.

By: _____
Ron L. Cairns - Board President

This completed form may be returned by regular mail, fax or e-mail. Thank you!

Don Clack, Elections Supervisor
230 Strand St.
St. Helens, OR 97051

elections@co.columbia.or.us
503-397-7214 phone
503-397-7266 fax

I hereby certify that the votes recorded on this report correctly summarize the tally of votes cast at the May 21, 2019 Special District Election.

Dated this 10th day of June 2019.

NUMBERED KEY CANVASS
RUN DATE:06/10/19 01:24 PM

Columbia County, Oregon
Special Districts Election
May 21, 2019

Elizabeth E. Huser
Elizabeth E. Huser
Columbia County Clerk

WITH 8 OF 8 PRECINCTS REPORTING

Scappoose RFPD District, Director, Pos. 1
Scappoose JT Rural Fire Protection District
(VOTE FOR) 1
01 = David Sorenson
02 = WRITE-IN

VOTES	PERCENT
2,052	99.52
10	0.48

03 = OVER VOTES
04 = UNDER VOTES

0
1,018

	01	02	03	04
0019 19 S Warren	128	0	0	106
0031 31 City of Scappoose One	208	1	0	68
0032 32 City of Scappoose Two	626	2	0	261
0034 34 City of Scappoose Four	319	3	0	156
0035 35 SE Scappoose	324	0	0	168
0036 36 Canyon	122	0	0	73
0038 38 W Scappoose	123	3	0	83
0047 47 Chapman	202	1	0	103

WITH 8 OF 8 PRECINCTS REPORTING

Scappoose RFPD District, Director, Pos. 2
Scappoose JT Rural Fire Protection District
(VOTE FOR) 1
01 = Ron L Cairns
02 = WRITE-IN

VOTES	PERCENT
1,937	99.44
11	0.56

03 = OVER VOTES
04 = UNDER VOTES

VOTES PERCENT
0
1,132

	01	02	03	04
0019 19 S Warren	123	0	0	111
0031 31 City of Scappoose One	191	1	0	85
0032 32 City of Scappoose Two	597	3	0	289
0034 34 City of Scappoose Four	306	2	0	170
0035 35 SE Scappoose	303	0	0	189
0036 36 Canyon	113	1	0	81
0038 38 W Scappoose	117	3	0	89
0047 47 Chapman	187	1	0	118

WITH 8 OF 8 PRECINCTS REPORTING

Scappoose RFPD District, Director, Pos. 4
Scappoose JT Rural Fire Protection District
(VOTE FOR) 1
01 = David Grant
02 = WRITE-IN

VOTES	PERCENT
1,961	99.44
11	0.56

03 = OVER VOTES
04 = UNDER VOTES

VOTES PERCENT
0
1,108

	01	02	03	04
0019 19 S Warren	123	0	0	111
0031 31 City of Scappoose One	191	3	0	83
0032 32 City of Scappoose Two	599	1	0	289
0034 34 City of Scappoose Four	307	2	0	169
0035 35 SE Scappoose	324	0	0	168
0036 36 Canyon	115	1	0	79
0038 38 W Scappoose	116	3	0	90
0047 47 Chapman	186	1	0	119

Scappoose RFPD - Precinct Results

May 2019 Special Election - Multnomah County Elections

Page: 1 of 3

2019-06-05

16:44:25

All Precincts, All Districts, All ScanStations, Scappoose Rural Fire Protection District, Director, Pos. 2,
Scappoose Rural Fire Protection District, Director, Pos. 4, Scappoose Rural Fire Protection District,
Director, Pos. 1, All Boxes

Total Ballots Cast: 94

Scappoose Rural Fire Protection District, Director, Pos. 1 (Vote for 1)

Precinct	Total Votes	David Sorenson	Write-in	Over Votes	Under Votes
Precinct 3102	71	71 100.00%	0 0.00%	0	23
Total	71	71 100.00%	0 0.00%	0	23

Certificate

I certify that the votes recorded on this abstract correctly summarize the tally of votes cast at the election indicated.



Tim Scott, Director of Elections
Multnomah County, Oregon

Scappoose RFPD - Precinct Results
May 2019 Special Election - Multnomah County Elections
All Precincts, All Districts, All ScanStations, Scappoose Rural Fire Protection District, Director, Pos. 2,
Scappoose Rural Fire Protection District, Director, Pos. 4, Scappoose Rural Fire Protection District,
Director, Pos. 1, All Boxes
Total Ballots Cast: 94

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2019-06-05
16:44:25

Scappoose Rural Fire Protection District, Director, Pos. 2 (Vote for 1)

Precinct	Total Votes	Ron L Cairns	Write-in	Over Votes	Under Votes
Precinct 3102	69	69 100.00%	0 0.00%	0	25
Total	69	69 100.00%	0 0.00%	0	25

Certificate

I certify that the votes recorded on this
abstract correctly summarize the tally of
votes cast at the election indicated.



Tim Scott, Director of Elections
Multnomah County, Oregon

Scappoose RFPD - Precinct Results
May 2019 Special Election - Multnomah County Elections
All Precincts, All Districts, All ScanStations, Scappoose Rural Fire Protection District, Director, Pos. 2,
Scappoose Rural Fire Protection District, Director, Pos. 4, Scappoose Rural Fire Protection District,
Director, Pos. 1, All Boxes
Total Ballots Cast: 94

Page: 3 of 3
2019-06-05
16:44:25

Scappoose Rural Fire Protection District, Director, Pos. 4 (Vote for 1)

Precinct	Total Votes	David Grant	Write-In	Over Votes	Under Votes
Precinct 3102	70	70 100.00%	0 0.00%	0	24
Total	70	70 100.00%	0 0.00%	0	24

Certificate

I certify that the votes recorded on this
abstract correctly summarize the tally of
votes cast at the election indicated.



Tim Scott, Director of Elections
Multnomah County, Oregon



June 10th, 2019

TO: All District Elections Authorities

RE: **Official Abstract and Post-Election Process for the May 21, 2019 Special District**

Please find attached the official abstract of votes for the special district election held on Tuesday, May 21, 2019. In accordance to ORS 255.295, I am required to deliver the election abstract of votes to the district elections authority, and the district elections authority is required to determine the results of the election and notify this office, in writing, the candidates who are qualified to hold office. I can then send each qualified candidate a certificate of election.

ORS 255.295:

(1)Not later than the 30th day after receiving the abstract the District elections authority shall determine from it the result of the election.

(2) Subject to ORS 254.548, the county clerk may issue a certificate of election only after the district elections authority has notified the county clerk in writing of the result of the election. The notification to the county clerk shall contain a statement indicating whether any candidate elected to district office is qualified to hold the office.

ORS 254.568:

When a candidate elected to public office is required by law to take, file, subscribe, or indorse an oath of office before entering upon the duties of the office, the candidate shall not take, file subscribe or endorse the oath until the candidate has been granted a certificate of election.

Post-Election Process

The District is responsible for the following:

- The District should formally review the results and declare the winner(s).
- The District shall determine **if** the person with the most votes is qualified to accept the position (regardless whether the person was a filed candidate or elected by write-in votes).
- If the candidate with the most votes is **not qualified** for the position in accordance to the District's by-laws (i.e. lives outside the District, not an elector, not a landowner, does not meet minimum residency time requirements, etc.), or does not accept the write-in nomination, the position is declared vacant. The vacancy is then filled in accordance with your District by-laws.
- Per ORS 255.295, the District must notify the Columbia County Clerk's Office, in writing, of all qualified candidates scheduled to take office in July 2019 as a result of this election. Please complete, sign and return the enclosed "Notice of Election Canvass" form **ON OR BEFORE JUNE 19th, 2019(very important)**. I can then issue a Certificate of Election to the qualified candidates prior to them taking office.

The Columbia County Clerk's office is responsible for the following:

- After receiving the completed form from the District, a Certificate of Election will be issued for each qualified candidate who filed to be on the ballot.
- **If the person with the most votes was elected by write-ins**, Columbia County will provide them with a write-in acceptance form. **Oregon law requires candidates elected by write-ins to formally accept the office prior to being issued a Certificate of Election.**
- Columbia County will notify Districts of the candidates who accept the write-in positions.

An invoice for the District's portion of the election costs will be sent under separate cover.

If you have any questions, please feel free to contact me.

Don Clack
Columbia County
Elections Supervisor
(503) 397-7214
elections@co.columbia.or.us

A decorative graphic consisting of various colored circles and arcs in yellow, blue, green, and pink, scattered across the top half of the page. Some are complete circles, while others are partial arcs. They are arranged in a playful, non-repeating pattern.

thank you

Thank you for your professionalism
and taking such great care
of us.

Arnold: Nancy, Reed

6/11/2019

Elizabeth Hadley called in to thank the fire district for the services they provide to the community, especially during times of extreme heat. She is grateful to have outstanding fire and medical services in her area.

May 13, 2019

Scappoose Rural Fire Protection
District
P. O. Box 625
Scappoose, OR 97056

ATTENTION: Lt. Meres

I want to thank you belatedly for sending the 1956 Bosters' picture (also volunteer firemen) to us for our records. We are always thrilled to receive mementos from the past for our historical records. I only have a very few old records for the volunteer firemen, so this was especially welcome. If you come across anything else you would wish to send our way, it would be appreciated very much.

A little bit of trivia you may or may not know, but Gib's wife Vivian was the first President of the Historical Society. She laid so much ground work for the work we are doing today.

Again, I apologize for the delay in writing you, but we have had four events this past month, and we have been unusually busy since receiving your note and picture.

Sincerely,



Karen Holmberg
President and Curator
Scappoose Historical Society

kholmberg46@yahoo.com
503/970-3920