

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, January 10, 2019, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER & FLAG SALUTE
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from December 13, 2018 meeting
 - B. Bills to be approved January 10, 2019
 - C. Budget vs. Actual a/o December 31, 2018
 - D. 4th Qtr 2018 EMS Financial Hardship Report
- IV. CHIEFS' REPORTS
 - A. Chiefs' Reports & Safety Mtg Minutes
 - B. Miscellaneous
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Oversight Committee
- VI. NEW BUSINESS –
 - A. Appoint Budget Officer
 - B. Approve Budget Calendar
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

01/10/2019

Opening of meeting

President says: "I open the meeting for the Scappoose Rural Fire Protection District Board of Directors for Thursday, January 10, 2019 at 7:00 PM at the Scappoose Fire Station. Please stand for the flag salute."

Audience Participation

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

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

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

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

CHIEFS' REPORTS & Other Meeting Minutes – In Dropbox

Miscellaneous -

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – meets before board meeting

Planning Committee –

Oversight Committee –

NEW BUSINESS –

Appoint Budget Officer - President says "I will entertain a motion to appoint Janine Salisbury as Budget Officer."

Director says "I move to appoint Janine Salisbury as Budget Officer." 2nd by _____

Approve Budget Calendar - President says "I will entertain a motion to approve the District Calendar for the 2019-20 Budget."

Director says "I move to approve the District Calendar for the 2019-20 Budget." 2nd by _____

Audience Participation

Good of the Order –

Scappoose Rural Fire District
Itemized Account Activity
 December 14 - 31, 2018

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amou...</u>
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
12/28/2018	HRA VEBA Trust	HRA VEBA Trust for health care	2,500.00
12/31/2018	Paychex - tax	ER Work Benefit	70.52
12/31/2018	Paychex Payroll	Flex spend health ins cashout	14,297.26
Total 550 Insurance			16,867.78
560 Personnel Salaries			
12/18/2018	American General Lif...	Insurance Premium	59.85
12/28/2018	Oregon Dept. of Justice	PR deduction	854.40
12/28/2018	Principal Financial Gr...	Life Ins policy 4809832 - Anderson	52.24
12/28/2018	Foresters Investor Se...	457P retirement deductions	5,125.00
12/28/2018	Nationwide Retireme...	Dec2018 employe PR contrib	1,856.00
12/28/2018	Voya-State of Oregon...	Oregon Savings & Growth Plan	8,874.48
12/31/2018	Paychex - tax	Employee taxes withheld	41,694.30
12/31/2018	Paychex Payroll	Deferred compensation	2,881.00
12/31/2018	Paychex Payroll	FLSA OT	2,180.80
12/31/2018	Paychex Payroll	FF incentives	1,445.00
12/31/2018	Paychex Payroll	Longevity	641.00
12/31/2018	Paychex Payroll	Phone Pay	150.00
12/31/2018	Paychex Payroll	Shift differential	172.70
12/31/2018	Paychex Payroll	Overtime	19,468.08
12/31/2018	Paychex Payroll	Balance of net pay	69,063.11
12/31/2018	Paychex Check	employee PR check	1,313.84
Total 560 Personnel Salaries			155,831.80
570 SocSec/Medicare(FICA)			
12/31/2018	Paychex - tax	Emplyr FICA	11,575.60
Total 570 SocSec/Medicare(FICA)			11,575.60
580 Volunteer Services			
12/15/2018	Scappoose Bagel	food for ShareNCare workers	18.25
Total 580 Volunteer Services			18.25
590 Personnel Benefits			
12/28/2018	Oregon Occupational ...	Physicals:Ault;Hughes;Marineau;R...	532.00
12/28/2018	Occup.Safety Health ...	1 TB vaccine	27.00
12/28/2018	Occup.Safety Health ...	1 Flu vaccine	28.50
12/28/2018	Nationwide Retireme...	Dec2018 employer PR contrib	450.00
Total 590 Personnel Benefits			1,037.50
Total 1.1 GENERAL FUND PERSONNEL SVCS			185,330.93

Scappoose Rural Fire District
Itemized Account Activity
 December 14 - 31, 2018

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amou...</u>
1.2 GENERAL FUND MATERIAL & SVC			
740 Uniforms			
12/20/2018	Alterations by Heathe...	repair zipper in pants	8.00
12/20/2018	Alterations by Heathe...	replace zipper in pants	16.00
12/28/2018	IDVille	30 silicone lanyards (46873)	69.00
12/28/2018	IDVille	shipping	9.50
Total 740 Uniforms			102.50
750 Maintenance on Equipment			
12/28/2018	Boatyard at Rocky Po...	30.8 gal diesel @ \$3.60/gal	110.88
12/28/2018	Northwest Safety Clean	5 gal turnout cleaner	162.95
12/28/2018	Northwest Safety Clean	shipping	22.20
12/28/2018	Wilcox & Flegel	506.2 gal diesel @ \$2.02/gal	1,020.52
12/28/2018	Wilcox & Flegel	325 gal unleaded @ \$2.52/gal	817.46
Total 750 Maintenance on Equipment			2,134.01
760 Administration			
12/14/2018		Service Charge	28.95
12/16/2018	Fultano's Pizza	Share&Care helpers food	173.75
12/28/2018	Pacific Office Automa...	Aug-Oct color copies	343.72
12/31/2018	Paychex Invoice	Dec reg PR svcs	185.25
Total 760 Administration			731.67
765 Information Technology			
12/17/2018	TaskWorld Inc.	FM 7th gen-8 annual pmt	1,055.00
12/19/2018	Amazon	Dell Optiplex desktop - Salisbury	680.00
12/19/2018	Intuit Quickbooks	3 QB Pro 2019 licenses	565.90
12/19/2018	Intuit Quickbooks	shipping	5.95
12/28/2018	Softchoice Corporation	5 licenses for Office 365	993.95
12/28/2018	AT&T Mobility	wireless	346.42
12/28/2018	City of Portland	800 MHz access	117.21
12/28/2018	Maller, Dave	contract IT	675.00
12/28/2018	Maller, Dave	Office 365 planning w/ vendors	65.00
12/28/2018	Maller, Dave	ImageTrend browser issue resoluti...	130.00
12/28/2018	Maller, Dave	Emergency PC work (Janine)	65.00
12/28/2018	CenturyLink	Chapman internet charge	63.94
12/28/2018	AT&T Mobility	FirstNet wireless	145.48
12/28/2018	Prezi	Edu Pro subscription for 2019	59.00
Total 765 Information Technology			4,967.85
775 Emerg. Operating Supplies			
12/20/2018	Amazon	Dickson A791 Fitting Accessory kit	132.59
12/21/2018	Amazon	Dickson circular chart-24hr rotation	93.83
12/22/2018	Dinges Fire Company	4 pr VanGuard structure gloves(lar...	279.80
12/22/2018	Dinges Fire Company	4 pr VanGuard structure gloves (XL)	279.80

**Scappoose Rural Fire District
Itemized Account Activity**

December 14 - 31, 2018

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amou...</u>
12/22/2018	Dinges Fire Company	shipping for structure gloves	27.95
12/24/2018	Dept of Defense Email	items for VFA grant	2,404.98
12/28/2018	Knox Company	small drug box	1,614.00
12/28/2018	Knox Company	shipping	30.00
12/28/2018	SeaWestern Fire App...	6 Cairns 360 structural helmet(blk)	1,258.45
12/31/2018	Municipal Emergency...	13 Fireline Smokechaser coats(VF...	2,686.07
12/31/2018	Municipal Emergency...	12 Fireline Smokechaser pants(VF...	2,440.20
Total 775 Emerg. Operating Supplies			11,247.67
780 Building & Grounds Maint.			
12/19/2018	Amazon	1 wall switch occupancy sensor	84.18
12/28/2018	Wilcox & Flegel	76.4 gal furnace oil	182.60
12/28/2018	Airwave, LLC	1.5 hr repair DLS software	127.50
12/28/2018	S.V.F.A.	2-tier 6' wood locker-single role EMS	1,222.99
12/28/2018	Ace Hardware - Scap...	building supplies	35.54
Total 780 Building & Grounds Maint.			1,652.81
790 Training			
12/21/2018	Portland Community ...	Setup pmt - Stober intern	20.00
12/21/2018	Portland Community ...	1 of 3 tuition pmts-Stober	328.03
12/22/2018	Portland Community ...	Marks--Winter 2018 tuition & fees	1,012.20
12/24/2018	Hands-On Labs Inc	PCC lab kit	225.14
12/28/2018	Portland Community ...	Justin Melling scholarship	1,550.00
Total 790 Training			3,135.37
810 Utilities			
12/28/2018	CenturyLink	landlines	444.84
12/28/2018	CRPUD	boathouse electricity	93.85
12/28/2018	CRPUD	main station electricity	993.18
12/28/2018	City of Scappoose	water and sewer bill	291.07
12/28/2018	Comcast	cable	32.25
Total 810 Utilities			1,855.19
870 EMS Operations			
12/28/2018	Arrow International, Inc.	EZ-10 Power Driver	302.09
12/28/2018	Arrow International, Inc.	1 bx 25mm needles	550.00
12/28/2018	Arrow International, Inc.	1 bx 45mm needles	550.00
12/28/2018	Arrow International, Inc.	2 bxs stabilizer	100.00
12/28/2018	Arrow International, Inc.	shipping	12.41
12/28/2018	Bound Tree Corp.	ibuprofen oral suspension	6.46
12/28/2018	Environmental Compli...	1 biohazard container	50.00
12/28/2018	Life-Assist, Inc.	10 ventilator circuits w/ protective s...	242.00
12/28/2018	Bound Tree Corp.	medical supplies	3,502.90
12/28/2018	Bound Tree Corp.	activated charcoal	72.53
12/28/2018	Oregon Health & Scie...	EMS Services Oct-Dec 2018	500.00

Scappoose Rural Fire District
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<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amou...</u>
12/28/2018	Airgas - USA, LLC	medical oxygen	541.32
12/28/2018	Bound Tree Corp.	10 bxs rocuronium (10/bx)	214.85
12/28/2018	Bound Tree Corp.	10 bxs amidate (10/bx)	199.90
Total 870 EMS Operations			<u>6,844.46</u>
Total 1.2 GENERAL FUND MATERIAL & SVC			<u>32,671.53</u>
Total 1...			<u>218,002.46</u>
Total 1..GENERAL FUND EXPENDITURES			<u>218,002.46</u>
3. PROPERTY FUND CAPITAL OUTLAY			
EMS Apparatus & Equipment			
12/28/2018	Rescue 42 Inc.	Medical podrunner(PR-WSX-SB1) ...	12,665.00
12/28/2018	Rescue 42 Inc.	shipping	449.99
Total EMS Apparatus & Equipment			<u>13,114.99</u>
Total 3. PROPERTY FUND CAPITAL OUTLAY			<u>13,114.99</u>
TOTAL			<u>231,117.45</u>

01/04/19
Accrual Basis

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

	Jul - Dec ...	Budget	\$ Over B...	% of...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,677,606	1,640,410	37,196	102%
Conflagration	179,745	150,000	29,745	120%
EMS Receipts	375,265	670,000	-294,735	56%
Fire Marshal	67,316	25,000	42,316	269%
FireMed	41,040	39,300	1,740	104%
G.E.M.T. (Medicaid)	0	30,000	-30,000	0%
Grant Awards	4,250	0	4,250	100%
Interest Earned on Investments	21,148	28,500	-7,352	74%
Intergovernmental	51,949	100,645	-48,696	52%
Miscellaneous Revenue	3,767	25,000	-21,233	15%
Property Taxes				
Taxes - Current				
Local Option Levy	1,455,979	1,516,604	-60,625	96%
Permanent Rate Levy	1,311,149	1,363,109	-51,960	96%
Total Taxes - Current	2,767,128	2,879,713	-112,585	96%
Taxes - Prior Years	103,935	92,000	11,935	113%
Total Property Taxes	2,871,063	2,971,713	-100,650	97%
Total 1. GENERAL FUND REVENUES	5,293,150	5,680,568	-387,418	93%
2. GRANT FUND REVENUE				
Grant Award	112,950			
Total 2. GRANT FUND REVENUE	112,950	0	112,950	100%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	144,313	144,246	67	100%
Interest Earned on Investments	1,578	2,500	-922	63%
Transfers In	0	189,487	-189,487	0%
Total 3. PROPERTY FUND REVENUES	145,891	336,233	-190,342	43%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	208,852	209,024	-172	100%
Interest Earned on Investments	1,957	3,510	-1,553	56%
Total 4. PERSONNEL SVCS FUND REVEN	210,809	212,534	-1,725	99%
Total Income	5,762,799	6,229,335	-466,536	93%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	272,593	588,420	-315,827	46%
560 Personnel Salaries	1,055,320	2,218,355	-1,163,035	48%
570 SocSec/Medicare(FICA)	83,198	167,130	-83,932	50%
580 Volunteer Services	12,146	78,000	-65,854	16%
590 Personnel Benefits	228,569	560,757	-332,188	41%
Total 1.1 GENERAL FUND PERSONNEL...	1,651,826	3,612,662	-1,960,836	46%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	39,457	113,843	-74,386	35%
680 Communications Maintenance	9,414	20,000	-10,586	47%
720 Public Fire Services	3,975	14,800	-10,825	27%
730 Property & Liability Insur.	3,472	51,985	-48,513	7%
740 Uniforms	8,661	20,000	-11,339	43%
750 Maintenance on Equipment	42,512	143,500	-100,988	30%
760 Administration	20,288	56,120	-35,832	36%

01/04/19
Accrual Basis

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

	Jul - Dec ...	Budget	\$ Over B...	% of...
765 Information Technology	42,637	69,900	-27,263	61%
770 Operating Materials/Suppli	1,631	5,000	-3,369	33%
775 Emerg. Operating Supplies	19,383	65,000	-45,617	30%
780 Building & Grounds Maint.	13,245	125,731	-112,486	11%
790 Training	19,867	85,000	-65,133	23%
810 Utilities	13,538	37,600	-24,062	36%
870 EMS Operations	34,127	90,000	-55,873	38%
880 FireMed	16,835	20,000	-3,165	84%
Total 1.2 GENERAL FUND MATERIAL &...	289,040	918,479	-629,439	31%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	1,039	109,940	-108,901	1%
Total 1.3 GENERAL FUND CAPITL OUT...	1,039	109,940	-108,901	1%
Total 1...	1,941,906	4,641,081	-2,699,175	42%
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	1,941,906	5,680,568	-3,738,662	34%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	13,115	100,000	-86,885	13%
Fire Apparatus & Equipment	0	196,233	-196,233	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	13,115	336,233	-323,118	4%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	39,545	207,534	-167,989	19%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	39,545	212,534	-172,989	19%
Total Expense	1,994,565	6,229,335	-4,234,770	32%
Net Income	3,768,234	0	3,768,234	100%

SRFD Safety Committee
Scappoose Fire Station 1800
Dec 12, 2018

SRFD Members in Attendance: Chief O'Connor, Chair Dietz, Booth, Lawrenson, DuBois, Sallee, Cates, Ahlers, Hulsopple, Laney

Safety Message

Look Up, Look Up, down & all around

Accident Reports: No reports

Exposure: No reports

Safety Action Generator: None reported

Near Misses: No reports

Station Reports: There are no facility inspections for this month

Old Business:

- Due to recent exposure, there is now mouthwash on all SRFD Medics. Use if exposed with fluids in/on/around mouth area. Fill out exposure report as you regularly would. This new addition is due from a recent exposure. Be careful when bagging and inserting/removing airway devices.
- Code 3 driving; use overheads and siren, specifically with siren on with lights when going through intersections & stop signs. Follow basic rules with Code 3 driving & avoid dangerous maneuvers.
- CRFR had a backboard break when lifting a MVC trauma patient. Make sure we are checking our equipment and gear thoroughly when doing rig checks.
- Decon Kits being put together for Engines and Utility.

New Business:

- Be careful when backing of the Apparatus front right when turning. Hard sometimes to see the passenger/front side obstacles. Front can swing around and hard to see lower fences and obstructions.

- All SRFD stations being looked at for security and buzz in feature for door/station entry.
- Questions being brought up if Apparatus and Squad are going to get studs this year or just run the all-season tires.
- SCBA for Apparatus operator on engines is being considered. While pumping at on scene, apparatus operators should have access to a SCBA when needed.
- Back door at station 31 sometimes not latching, a few reports of this happening
- Lead test for our water going to be completed at stations this year.

Good of the Order: Videos reviewed for critique

Meeting adjourned at 1845

SRFD Safety Committee
Scappoose Fire Station 1800 Hrs
Jan 9, 2019

SRFD Members in Attendance: Chief O'Connor, Chair Dietz, Booth, Lawrenson, Sallee, Laney, Lt Anderson, KriECK, Stewart, Maruska, Gandara, Lt Meres, Stober

Safety Message

Winter Weather is here. Be mindful of limited sight distances

Accident Reports: No reports

Exposure: No reports

Safety Action Generator: None reported

Near Misses: No reports

Station Reports: No Inspections. Inspections delegated to Dietz for Q1

Old Business:

- Be mindful when backing of the Apparatus, front right when turning. Hard sometimes to see the passenger/front side obstacles. Front can swing around and hard to see lower fences and obstructions.
- All SRFD stations being looked at for security and buzz in feature for door/station entry.
- Questions being brought up if Apparatus and Squad are going to get studs this year or just run the all-season tires.
- SCBA for Apparatus operator on engines is being considered. While pumping at on scene, apparatus operators should have access to a SCBA when needed.
- Back door at station 31 sometimes not latching, a few reports of this happening
- Lead test for our water going to be completed at stations this year.

New Business:

- Conflag related and wildland: Drip torch mounting needs to be in a vented compartment on Engines or Brush Rig. Not W/in guidelines to be strapped externally to vehicles. Being worked on for a solution for compliance.

- N95 masks availability for deploying wildland conflag. Looking into having adequate supplies on hand available for deployment. Brought up due to deploying members circumstances on last conflag.
- Box lights on Engines noted not working all the time. When doing rig checks, this needs to be completed.
- Station security progression: Airwave being consulted for security on SRFD stations. Includes cameras and locked/Buzz door features.
- A Decon or Medic wipe down task looking to be added to daily check.
- An App to fire members and responders to record their potential exposures. Members discussed importance of recording incidents on and exposure. Link will be sent out to members.
- Discussed importance of Apparatus placement on scene, using as a block and to think about how to deflect if stuck. Consider Apparatus Operator (pumper on Engine 1)with traffic. Operator can be exposed when pumping. Consider their protection as well. Discuss further in Feb meeting.
- Discussed cone placement on scene, consider speed of traffic and drivers adequate sight distance.
- Safety cones specs, proper size is 28" with 2 reflective stripes. Six cones per vehicle. Placement of signs for traffic to know that an incident is ahead. Manual on Uniform Traffic Control Devices to be discussed in future meetings.
- Ideal is to alert public on roadway 1,000 feet ahead for a heads up.
- SOG for Decon Kits final submitted, waiting for approval.
- It was proposed to move Safety meeting to first or last Wed of the month. Being looked into.

Good of the Order:

Videos and picture reviewed for critique.

Firefighter fall from a ladder.

Engine response and Apparatus placement on scene.

Meeting adjourned at 1845

Credit Detail

QUARTERLY FINANCIAL HARDSHIPS

<u>Call No</u>	<u>Patient #</u>	<u>Patient Name</u>	<u>Call Date</u>	<u>Current Payor</u>	<u>Code</u>	<u>Description</u>	<u>#</u>	<u>Rec. Date</u>	<u>Recpt. #</u>	<u>Amount</u>
2018-1675	10325		10/02/2018	PRIVATE (SELF I 18		FINANCIAL HARDS		12/27/2018		1585.20
Total Credits For This Call										1585.20

Totals For All

Number of Calls	1	Number Of Credits	1	Total Credits	1585.20
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Per policy, attached are the write-offs from Q4 2018. Management Team reviews and helps decide some of the write offs which are brought before the Board. Others are determined at the hospital level which Scappoose Fire District has chosen to accept.

Fire Chief Report
December 2018

December always brings the St Helens Toy and Joy Program, Rainier Holiday Hope and Scappoose Share and Care Programs to the front burner for the fire districts. These programs that help families in the community during their time of need is a very important program for the community. The issues for the districts are the significant time and manpower needed both career and volunteers that it takes to have a successful programs. All of these programs are also supported by other community volunteer groups either by fund raisers, donations of products, financial, time and manpower.

We attended a meeting in Columbia County with the NW Coast building officials which is made up of local, county and state building officials from Clatsop, Tillamook and Columbia County. They invited fire officials from the same counties to attending the meeting to discuss fire codes and building codes issues. During this meeting the state building department informed us that they will be adopting additional building requirement in forested areas which will take affect sometime in 2019. Due to these state changes Columbia County planning, building, legal and fire held a special meeting to address these issues on dwellings in forested areas as it has been 20 years since we developed our forest dwelling requirement . We will be meeting with Columbia county planning department in future meetings during the year to plan for the new requirements.

I am working with Columbia County LEPC working group to complete the revision of the Extremely Hazardous Substance Fixed Facility emergency plan. We continue to meet and work on the rewrite of the IGA. At the last Fire Defense meeting we invited ODOT, county and city road departments along with the public utilities districts to discuss better communication and working relationship during winter storms.

Meetings & Training:

12/01 Help fundraiser Amani Center	12/01 St Helens Merchants Auction
12/03 City of Scappoose mtg.	12/03 CRFR DF/HR Nelson mtg.
12/04 Col Co LEPC workshop	12/05 Sorenson/Greisen work on IGA
12/06 SRFD ambulance billing mtg.	12/07 SRFD Christmas event
12/09 Share N Care Christmas ships	12/10 Fire Defense mtg. with electric utilities.
12/11 CRFR Board mtg.	12/12 Packing food boxes in Rainier
12/13 Packing Share N Care bags	12/13 City of Scappoose Urban Renewal mtg.
12/13 SRFD Board mtg.	12/14 Food boxes and hauling toys
12/16 Share N Care handout	12/18 Col Co Forest Dwelling mtg.
12/20 SRFD admin mtg.	12/20 Chief mtg.
12/21 LEPC plan review	

EMS Office
December 2018

3 Community paramedic huddle
3 Community Advisory Council meeting
4 ImageTrend update webinar
5 Risk Share meeting
6 SFD billing meeting
7 10 month probationary exam
10 EMS Committee meeting
10 Community paramedic huddle
10 Active shooter presentation
11 CRFR Board meeting
13-14 Single role interviews
14 Toy & Joy distribution
15 SFD ImageTrend implementation training
18 Single role EMS meeting
20 Active shooter meeting
20 Chief's meeting
24 Community paramedic meeting
26 Documentation improvement meeting
31 Lucas training

The Risk Share group approved the budget for the second year of the community paramedic program. CRFR will receive approximately \$128,000 in funds. CRFR will continue to support the remaining 20% of the program through "in kind" services. We will be exploring other payment models and revenue streams to fund year three of the program.

8 EMTs and 6 paramedics took part in the interviews and physical abilities testing on December 13th and 14th at the Lee Broadbent training center. 6 EMTs and one paramedic moved on to background and physical. Tentative start for orientation training is the third week of January.

ImageTrend went operational at Scappoose as of December 15th. Implementation of a new fax service and third party billing occurred concurrently. The transition was relatively smooth and impact to operations was minimal. Some SFD tablets randomly de-authorize from ImageTrend. This did not occur with CRFR's implementation and we are working with support to rectify the issue.

Other duties included preparation for the single role hiring process, patient care documentation review, ambulance service area compliance, correspondence/scheduling with the medical director, CPR compression device training, renewal of an OHSU contract, medication in service, updating Columbia County EMS protocols for 2019 and creation of a draft EMS capital equipment replacement plan.

Fire Marshal Report

November 2018

Meetings Attended

- 12/3 Building 2 & 3 Final at ACSP
- 12/4 Cover Inspection @ Mcdonalds (Scappoose)
 - CCEC Occupancy meeting with school and construction team(S.H.)
- 12/5 Glowing Putters meeting with B.O (Scappoose)
- 11/6 Pre-Application Meeting in Scappoose
 - Ready Set Go training for both districts
- 12/10 Fire Defense Meeting
- 12/11 Oven Final at C.U.G (St. Helens)
 - FIT Meeting
 - Pre-App in Scappoose
- 12/12 North Coast Building Official Meeting with Fire CC Rider Final in Rainier
- 12/13 Urban Renewal Meeting in Scappoose
- 12/17 Fred Meyer Final inspection (Scappoose)
 - Presented at RDPO/UASI in PDX
- 12/18 McDonalds Inspection (Sprinkler) - Scappoose
 - Cover Inspection at SH Medical Office Building
 - Forest Dwelling Permit meeting at Columbia County
- 12/19 East Airport Pre Construction Meeting (Scappoose)
 - Pacific UAV demonstration
- 12/20 Meeting with BO and Glowing Putters (Scappoose)
 - ACSP Sprinkler Test (St. Helens)
 - Chiefs Mtg

Training Attended

Ready Set Go

Projects

RAXAR
Fire Investigator Safety Kits
READY Set GO (Both Districts)
sUAS Regional COA
Fire Code Guide Update
Special Operations

Plan Reviews

McDonalds Scappoose (Fire alarm / Sprinkler)

St. Helens Middle School

Kitchen Hood for Church

Commercial Oven for CUG building

18 Unit apartment complex

Fire Alarm for apartment complex in Scappoose

Fire Investigations

3

General Information

This month was a typically busy month with several new construction inspections. Received several complaints over the month regarding marina safety, illegal burning, driveway issues, illegal occupancy in Rainier among other things. The workload does not seem to be letting up. One challenge moving forward is the ability for fire code implementation with new construction. As a result of an state Attorney General interpretation, we will have to be working on a new approach with the county planning and building official in implementing new construction with respect to access, water supply and urban interface codes.

Division Chief O'Connor Monthly Report December 2018

Meetings: IMT operations group 12/4 - 5; Scappoose Safety Mtg 12/12; Inform Me Field Ops Demo 12/20; Chiefs meeting 12/20; CRFR Safety meeting 12/27; Meet with Maller Consulting about current status of CRF&R IT system; Toy N Joy

Facilities: Peak Electric replaced exterior lights at LBTC with LED 12/16 - 18; itemized, listed and sold numerous small surplus items (hose, nozzles, fittings, misc shop supplies) on govdeals.com; Scheduled repair/replace gate at LBTC for 1/23/18; Waiting on contractor to schedule CCTV, pin pads and security system for SRFD stations; Scheduled carpet cleaning of St. Helens Station

PIO: Continued updates of social media pages, CRF&R Facebook page now has over 5,300 followers Twitter page has 667 followers; SRFD Facebook page has 2,880 followers

I/T: Continued progress toward migration to MS365 (cloud-based email/network); trouble shoot numerous network issues/problems throughout the district; Continued work towards moving to AT&T First Net; IT project schedule: New antivirus software (AVG) installed on 12/30/2018; Microsoft 365 migration completion scheduled for 1/11/2019; Billing server rebuild scheduled for completion by 1/31/2018; FirstNet switchover for CRF&R 1/15/2019

Safety/Health: Continued processing of NFPA physicals, completions and follow up; Met with Occupational Safety Health & Wellness staff to maintain pre-physical process and exposure program; Scheduling of physicals for new hire EMS only positions; Continued talks with Dr. Krager and staff of Columbia Health Services to offer NFPA physicals in St. Helens.

Misc: Duty chief 11/30 – 12/2 and 12/10 – 12/13; Building request for proposals to purchase hose for AFG grant award; Lots of work and coordination for annual Toy n Joy that served 435 kids; completed Toy n Joy after action review with Kiwanis and Volunteer Firefighters Association personnel.

CRF&R Volunteer Hours: October 2018 – 253 hrs November – 249 hrs December – 230 hrs

SRFD Volunteer Hours: October 2018 – 109 hrs November – 287 hrs December – 289 hrs

Chief of Operations Monthly Fire Board Report December 2018

Good Morning 2019. We have reached our mid-year budget date, Operations has several plans in the works for the coming months in preparation for a busy spring/summer fire season. Weather has been wet this fall and early winter with minimal snow/ice events in our District(s). Great news for our winter but what affects it will have on our spring and summer we will have to wait and see.

This is an early Board meeting month following a long December with Toy N Joy and Share N Care wrapping up another season. Due to holidays and vacations some information that Operations wanted to share will not be available to later in January or for the February Board meetings.

Demographics information continues to improve. We work to revamp our computer systems and access to the data we wish to share will become more readily available. The goal of Operations is to provide the raw data regarding call volume, run times, response times, high response areas, and number/types of incidents in order to develop plans for future deployment of resources.

This month CRFR requested two RFP's (Request for Proposal) for a command/staff vehicle and a Type VI 4x4 Chassis for replacement of an older piece of equipment. In your board packet you will find the spreadsheets that give the break down comparison for both vehicles requested. Our vehicles are becoming dated; it is becoming more difficult to find parts for vehicles that are over 25 years old. The demand for immediate response for an emergency scene taxes our older apparatus. The goal of Operations is to begin phasing in new pieces of equipment, which meet current safety standards as the budget allows.

The clean-up and organization of the LBTC Training grounds/Fire Station are in process. As of December our Volunteer members have moved E479, Squirt 479, Rescue 479, and Medic 479 to the LBTC/Station 479 for emergency responses. The volunteers are excited to have their own space and have been given latitude in how the new facility will be utilized by their members. This was identified in our 2017 ISO report that found a large "hole" in our response area not covered by a station. Station 479 covers that area and will aid in quicker responses along the Highway 30 corridor.

Discussion with the Toy N Joy Committee and the Volunteers has begun; we are looking for storage of their supplies outside of Station 479. We have grown as an organization and unfortunately space has become premium at our facility.

As we move into 2019, it is the hope of Operations that a positive, constructive, and definitive direction for our organization is mapped out. Only through working as a team (Fire Board, Senior Staff, Career Staff, and Volunteer Staff) can we succeed as an organization. There are many great ideas and plans that need to be explored and nurtured. Operations looks forward to open discussions at the Fire Board Budget workshop/retreat to discuss how we can move forward into the new year.

Respectfully Submitted,

Division Chief Eric Smythe

Meetings:

Volunteer Association Meeting

Toy N Joy Wrapping/Packaging

Toy N Joy Distribution (Fairgrounds)

Toy N Joy Distribution (Rainier)

Senior Staff Meeting

Public Health Foundation – St Helens

Columbia County Fire Defense Board Meeting – Chairman

Duty Officer

Apparatus/Station Inventory Project

Chief Officer Meeting

Vacation/Duty Officer – December 24-Jan 1

RPF Proposal Work/review

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

2019-2020 BUDGET CALENDAR

January 10, 2019	7:00 P.M.	Board Meeting Appoint Budget Officer Approve Budget Calendar Major Budget Item Discussion
February 14, 2019	7:00 P.M.	Major Budget Item Discussion
March 14, 2019	7:00 P.M.	Board Meeting Major Budget Item Discussion
April 10, 2019		1 st Notice of Budget Committee Meeting Notice on website www.srfd.us
April 11, 2019	7:00 P.M.	Board Meeting Final Direction on Major Budget Items
April 19, 2019		2 nd Notice of Budget Committee Meeting Published in Spotlight
May 2, 2019	7:00 P.M.	Budget Committee Meeting Board Meeting follows
May 24, 2019		Notice of Budget Hearing Published in Spotlight
June 13, 2019	7:00 P.M.	Budget Hearing Board Meeting follows with Budget Adoption, Appropriation, and Tax Imposition
July 15, 2019		Deadline for Budget Documents delivered To County Assessors

E-Mail Received 01/07/19

Mike,

Please pass along my personal and my families sincere appreciation for the quality and professional medical service provided for my Grandson Baze Johnson on January 3, 2019 around 7:00 PM.

Amy Quinn and Susan Hulsopple were two of the personnel who responded on the call. As reported to me by my daughter and son in law all personnel were very helpful and had a calming effect on them as they dealt with the severely broken arm of their 6 year old boy. The staff at Randall Children's Hospital and Emergency room were equally professional, efficient and appreciated. Baze needed surgery to set his arm but was home the next day and should be back in school today.

As you know I have always had the greatest respect for you and the Scappoose Fire District. The fast and efficient professional service demonstrated by all your personnel continues to reinforce my appreciation and respect.

Sincere appreciation,

George

George Dunkel

Consulting Services Administrator

S|D|A|O

Direct:503-906-7241 Ext.241

Cell:503-369-2050



December 26, 2018

Dear Fire Marshal / Division Chief Jeff Pricher:

We hope this letter finds you well. The Ready, Set, Go! (RSG) Program staff would like to thank you for your support of the program and continued risk reduction activities. Please find enclosed a Certificate of Appreciation for all of your outreach and mitigation efforts in 2018.

RSG could not have grown into the successful program that it has become without the commitment you have shown to reducing wildland fire risk in your community. We want to thank you for all of your efforts to work with the residents in your community and hope you have found our resources, trainings, and webinars to be useful tools in this endeavor.

Thank you for your use of our Achievement Management System (AMS). RSG staff use the system to track the innovative ways our members are reducing fuel loads, hardening homes, and working with their residents to reduce wildland fire risk. We appreciate that you have used the system to share your accomplishments with us, and hope to continue to see you recording your efforts in the future.

You have been a great champion of the program, and we're excited to support your continued risk reduction efforts to create a wildfire ready community. We look forward to working with you in 2019 and wish you and your community the best in the coming year.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jennifer Dietz', with a stylized flourish at the end.

Jennifer Dietz, RSG Program Manager



2018 Ready, Set, Go! Program Member

Thank you for your dedication to wildland fire mitigation! Your ongoing efforts to create a wildfire ready community have contributed to reducing wildland fire risk across the country.

Scappoose Fire District

24 community wildfire mitigation hours recorded in AMS
from January 1, 2018 to December 15, 2018.

www.WildlandFireRSG.org



FEMA



Thank you for your hard work +
dedication. Have a Merry Christmas +
a Happy New year. -Kaylin

You are appreciated
beyond words.
Thank you
Stacey

Thank you
so much for
your work. Jen

Thank you
very very much
for

Thank you
of all of your
help. Greatly
appreciated. Lil;

Merry Everything

Merry Christmas and
Thank you so much for
all your service to others.
God's Blessings to you all.
Gmany

To all you fantastic
Super heroes our
fire fighters and 1st
responders - We wish
you all a Happy Christmas
and great New year
and a huge Thank you
from Michael, Rex,
and Zee ☺

Thank you!
Thank you!
Thank you!
-Kheanna

1910 Kenyon Dr.
Redding, CA 96001

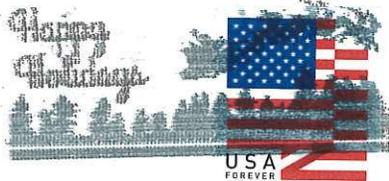
1910 Kenyon Dr.
Redding, CA 96001



It's a wonderful life

SACRAMENTO CA 957

13 DEC 2018 PM 2 L



Scappoose Fire District
P.O. Box 625
Scappoose, Oregon 97056



55-062525

