



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, AT 7 P.M., THURSDAY, AUGUST 10, 2017, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

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

ALSO PRESENT: D/C J. Marks, D/C J. Pricher, D/C D. Coombs and J. Salisbury. Chief
Greisen had an excused absence.

CALL TO ORDER: President Grant called the board meeting to order at 7:05 p.m.

OATH OF OFFICE: President Grant delivered the Oath of Office to Andy Kriek.

AUDIENCE PARTICIPATION – No audience. Lt. Anderson arrived at 7:20 p.m. FF J.
Kriek arrived later.

CONSENT: President Grant opened discussion on the consent agenda items. Mr.
Cairns made a motion to approve the consent agenda as presented.
The motion was seconded by Mr. Kriek. The consent agenda was
reviewed with no questions.

Motion to approve the consent agenda carried unanimously.

CHIEF REPORTS: July Alarm Report – Mr. Cairns noted that May and July were each
lower than the same months in the prior year. Chief Pricher said the
call volume is steady, and so far we have answered about 40 more
calls this year than last year. Mr. Kriek asked about the planned
relocation of the Legacy Urgent Care clinic to Scappoose. Chief
Coombs said that he learned this week that the clinic was going to
stay in St. Helens.

Fire Chief's Report – In accordance with Chief Greisen's request, the
board discussed dates for scheduling joint board meeting time. Mr.
Grant is not available September 9th and 23rd, and possibly not on the
16th. In response to Board interest, Chief Pricher said the District will
send out a survey monkey for everyone to enter their available dates.
Mr. Grant and Mr. Kriek thought October might be better. Chief
Grant proposed that the Districts could schedule back-to-back joint
meetings on their regular meeting nights.

Fire Marshal – Chief Pricher said he was at the Summer Lake Fire in central Oregon for 2 weeks of the month. Since then meetings, plan reviews, driveway inspections, the St. Helens Middle School, and a couple developments have kept him busy. The City of Scappoose wants to enter into an Intergovernmental Agreement to perform their Fire and Life Safety Plan Reviews for commercial buildings since their Building Official has retired. The City is willing to pay for this. Mr. Grant asked whether additional staff would be needed. Chief Pricher said we are already performing those reviews by providing input; with the IGA, we would be taking on additional responsibilities.

Mr. Grant asked about the Floating Structure code. Chief Pricher said it is in progress. Assisted by Ms. Motherway, Chief Pricher is setting up a Columbia County Fire Marshal website to hold documents and applications for Fire Marshal related activities. This will include driveway requirements and applications for approval, building and fire codes, preparedness, ISO ratings, and current burn information

Training Chief Marks – Chief Marks gave a brief report since he was on vacation for 3 weeks of the month, including an extended trip to Yellowstone and the Grand Tetons. The report included pictures from his travels.

Operations Chief Smythe – There was no comment on the report. However, Mr. Grant mentioned here that he would like to see each Division Chiefs' name at the top of their reports as well as their division responsibility.

EMS Chief Coombs – Mr. Kriek appreciated the standardization of documentation with consistent acronyms and abbreviations. Mr. Grant asked about the community paramedic program. Chief Coombs said that it will include the Scappoose area as well. CareOregon is funding this from the Riskshare group and is partnering with CRF&R, which will be the fiscal agent and employ the position.

The goal is to keep patients with chronic problems such as congestive heart failure, CPD, and diabetes healthy enough to stay out of the hospital. The community paramedic will perform tasks such as a safety inspection in the home, evaluating the patient, reviewing discharge instructions, coordinating medications, and monitoring weight and vital signs. The paramedic will also work with frequent EMS callers and try to match their needs to community resources in order to reduce the call volume.

Chief Coombs said he does have in-house interest in this position, and knows that there are other good candidates in the area. The cost to Scappoose Fire and CRF&R is fairly minimal at this point except for Chief Coomb's time.

Mr. Cairns asked about the local opioid crisis. Chief Coombs said there used to be a lot of heroin use, followed by methamphetamines, and now we see a lot of opioid use. Both ambulances and police cars now carry Narcan, an antidote to overdoses, with the police carrying an intra-nasal spray version.

Safety/Resource Chief O'Connor – Mr. Kriek asked whether Ms. Motherway is PIO for Scappoose. Chief Pricher said she is learning to perform this role for CRF&R, and Ms. Engstrom continues to be PIO for Scappoose.

Purchase of three(3) ventilators – these will replace the single use oxygen devices. They will do a better job for patients and reduce our use of medical oxygen. This purchase was planned only recently due to a pricing opportunity – the normal price of \$7,200 per machine was negotiated down to \$5,000. Mr. Graham moved to purchase three(3) O-Two, e700 ventilators for a total of \$15,000 including freight. The motion was seconded by Mr. Cairns.

The motion to purchase 3 ventilators carried unanimously.

Purchase of a Stryker Gurney – We were notified recently that the price of these will increase more than the usual 3-4% in October. Purchasing now will avoid the added expense. It will be identical to the two that we already own, and then each medic will have one. These power stretchers have significantly reduced back strains and injuries. They are rated for up to 700 pounds. Mr. Kriek moved and Mr. Graham seconded to approve the purchase of a Stryker Gurney for \$17,291.20.

The motion to purchase the gurney carried unanimously.

OLD BUSINESS: Committee Reports & Other Items.

- A. Awards & Incentives Committee – nothing to report.
- B. Management Team Committee – no meeting.
- C. Planning Committee – no meeting.
- D. Chief Greisen's 2017-18 goals – Mr. Kriek moved to approve the goals, and Mr. Cairns seconded the motion. Mr. Cairns commented favorably on the office organization and District master plan goals.

The motion to approve the goals carried unanimously.

- E. Fire Boat Corrosion Resistance repairs – Purchase of the cathodic protection system is on hold while Kevin Ritz helps us obtain three more accurate bids. These will be presented to the board. Mr. Ritz has also offered to stay involved throughout the installation process to ensure it is done correctly.

Mr. Grant asked whether there were ladders in the boathouse. Chief Pricher said that we would make that a priority.

- F. Sutphen Tower Truck – Gene Marharg, a Sutphen engineer, has inspected the aerial. He found no concerns with the areas of wear, and the aerial was returned to service later that day. Mr. Maharg's recommendations included routine part replacements, improvements, and repairs which will be performed by CRF&R and US Fire Equipment. Because of its excellent condition, Mr. Maharg said that the truck is a good candidate to re-chassis at a later date.

Mr. Grant noted that next month the board will consider LED lighting in the parking lot.

- G. Amazon Prime Store Card – Ms. Salisbury reported that the District was denied due to having no credit record. Also, small print in the agreement language specifies that purchases are only for "personal, family, or household purposes." Different credit without the purchasing benefits is available for government and non-profit entities. However, the District's current credit card arrangements with St. Helens Credit Union are adequate for present needs.

NEW BUSINESS

- A. Purchase of Northstar Ambulance with Ford chassis – the patient module specifications are nearly identical to M432. It will replace our current 4-wheel drive medic. The air bags used for stabilization on our current medic cause sway and can result in patient nausea. The new medic will have liquid spring suspension, an improved technology with a more comfortable ride for patients.

The District is using a cooperative purchasing group to save the time and expense of issuing a Request For Proposal (RFP). The quoted price is \$167,000, but the District anticipates possible change requests and so has requested a buffer to a maximum of \$174,000. It will take about 9 ½ months between our order and delivery.

Mr. Graham expressed concerns about the Ford diesel chassis, asking whether they are better than they used to be. Chief Coombs agreed with the concern about older models and said they have been improved. The board discussed concerns about this further, and asked about using a Ram Dodge chassis instead. This would start the process over, delay delivery of the ambulance, and also increase the price.

Mr. Graham made a motion to purchase a new ambulance from Braun as presented for a maximum of \$174,000. Mr. Kriek seconded.

The motion carried unanimously.

B. Callback Solutions/CrewSense contract – Chief Pricher discussed the District's current uses of this scheduling software and the plans to use additional features in future. This program is much less expensive than comparable programs from other vendors. Chief Pricher said that in future our volunteers will be able to electronically sign up for shifts. Presently some out-of-district volunteers are using that feature.

Mr. Kriek asked about the price. Chief Pricher explained that our current price is \$2.89 per person per month. This month-to month rate will increase to \$5.99/month on 1/01/2018, which is a 107% increase. The 3-year contract will lock-in a rate of \$3.89, which is a 35% increase. Currently we have 52 paid and volunteer staff enrolled, giving an annual cost less than \$2,500 for the 3 years. Chief Pricher explained that TeleStaff, a popular alternative, is almost twice the cost. Mr. Graham moved to accept the proposed 3 year contract from Callback Staffing Solutions, and Mr. Kriek seconded. Mr. Cairns clarified that the start date for the new price would be January 1, 2018.

The motion to approve the contract carried unanimously.

AUDIENCE: No comment.

GOOD OF THE ORDER: Mr. Grant expressed appreciation for the thank you notes. FF J. Kriek was congratulated on his recent wedding. Mr. Graham asked whether the District assisted with the fire at JB Ranch. Chief Marks confirmed that we sent a crew there. Chief Pricher said we also sent a crew to the fire near Clatskanie on Hwy 47. A lot of slash was burned and the cause is under investigation.

ADJOURNMENT: Mr. Graham moved to close the meeting, Mr. Cairns seconded, and the motion passed unanimously. President Grant adjourned the meeting at 8:15 p.m.

Signed this 14th day of September, 2017.



David Grant, President



Andy Kriek, Secretary/Treasurer

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, August 10, 2017, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER
- II. OATH OF OFFICE – Director Kriek
- III. AUDIENCE PARTICIPATION
- IV. CONSENT AGENDA
 - A. Minutes from July 13, 2017 meeting
 - B. Bills to be approved August 10, 2017
 - C. Budget vs. Actual a/o July 31, 2017
- V. CHIEFS' REPORTS
 - A. July Alarm Report
 - B. Fire Chief Report
 - C. Fire Marshal Report
 - D. Training Chief Report
 - E. Operations Chief Report
 - F. EMS Chief Report
 - G. Safety/Resource Chief Report
 - H. Purchase – Ventilators
 - I. Purchase - Gurney
- VI. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. 2017-18 Fire Chief Goals
 - E. Fire Boat Corrosion Resistance repairs – update
 - F. Amazon Prime Store Card - update
- VII. NEW BUSINESS
 - A. Ambulance Purchase
 - B. Callback Solutions contract
- VIII. AUDIENCE PARTICIPATION
- IX. GOOD OF THE ORDER
- X. ADJOURNMENT

Chief Greisen's Agenda Review

8/10/2017

OATH OF OFFICE

CONSENT AGENDA – A motion is required to approve the consent agenda. *“Motion to approve the consent agenda.”*

CHIEFS' REPORTS

July Alarm Report – in Dropbox

Fire Chief Report – in Dropbox

Fire Marshal Report – in Dropbox

Training Report – in Dropbox

Operations Report – in Dropbox

EMS Chief Report – in Dropbox

Safety/Resource Chief Report – in Dropbox

Purchase – Ventilators – in Dropbox (needs motion)

Purchase – Gurney – in Dropbox (needs motion)

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – No meeting tonight

Planning Committee –

2017-18 Fire Chief Goals – in Dropbox (needs motion)

Fire Boat Corrosion Resistance Repairs – update by Lt. Anderson

Amazon Prime Store Card – update by Salisbury

NEW BUSINESS –

Ambulance Purchase – in Dropbox (needs motion)

Callback Solutions contract – in Dropbox (needs motion)

Good of the Order – thank you

Scappoose Rural Fire District
Itemized Account Activity
July 14 - 31, 2017

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
7/27/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	2,000.00
7/27/2017	Nationwide Retirement So...	Emplyr contributions	450.00
7/31/2017	Paychex - tax	ER Work Benefit	54.44
7/31/2017	Paychex Payroll	flex spend health ins	11,534.01
Total 550 Insurance			14,038.45
560 Personnel Salaries			
7/17/2017	American General	Insurance Premium	59.85
7/27/2017	Transamerica Life Ins. Co.	Employee Life #42462357 - A...	93.81
7/27/2017	Nationwide Retirement So...	Employee contributions	1,790.00
7/27/2017	Voya-State of Oregon Plan	Oregon Savings & Growth P...	11,217.48
7/27/2017	SBG-VAA	Security Benefit plan 61204...	60.00
7/27/2017	Principal Financial Group	Life Ins policy 4807350 - He...	109.99
7/31/2017	Paychex - tax	Employee Taxes Withheld	40,182.42
7/31/2017	Paychex Payroll	FLSA	2,033.68
7/31/2017	Paychex Payroll	telephone	300.00
7/31/2017	Paychex Payroll	longevity	657.00
7/31/2017	Paychex Payroll	FF incentives	1,360.00
7/31/2017	Paychex Payroll	Deferred comp	2,295.00
7/31/2017	Paychex Payroll	all staff OT	20,531.94
7/31/2017	Paychex Payroll	Balance GF net pay	43,010.05
7/31/2017	Paychex Payroll	Shiftdf	116.87
Total 560 Personnel Salaries			123,818.09
570 SocSec/Medicare(FICA)			
7/31/2017	Paychex - tax	Emplyr FICA (incl grant staf...	11,527.01
Total 570 SocSec/Medicare(FICA)			11,527.01
590 Personnel Benefits			
7/27/2017	Occup.Safety Health & W...	50 annual post-exposure ac...	1,000.00
Total 590 Personnel Benefits			1,000.00
Total 1.1 GENERAL FUND PERSONNEL SVCS			150,383.55
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
7/27/2017	Scappoose Storage	Aug storage rent	97.00
7/27/2017	Columbia River Fire & Re...	25% of CivSvcExaminer Jan...	112.29

Scappoose Rural Fire District
Itemized Account Activity
 July 14 - 31, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
Total 670 Contract Services			209.29
680 Communications Maintenance			
7/27/2017	Complete Wireless Soluti...	3.5 hrs service on 4385	437.50
7/27/2017	Complete Wireless Soluti...	Fix VHF fire interfere w/ Mar...	3,724.08
7/27/2017	Power Works	acoustic tube listen only 3.5...	49.87
Total 680 Communications Maintenance			4,211.45
740 Uniforms			
7/27/2017	911 Supply LLC	PO1162-Class A Chaplain h...	35.75
7/27/2017	Northwest Apparel	3 names;20 hats;6 T's	296.00
7/27/2017	Northwest Apparel	2 names	4.00
7/27/2017	Curtis	PO 1165 - 2 pr FF pants; Du...	210.64
7/27/2017	Entenmann-Rovin Co.	PO 1161- 6 dome badges	616.90
7/27/2017	Curtis	PO 1166 - 1 pr FF pants; M...	102.86
Total 740 Uniforms			1,266.15
750 Maintenance on Equipment			
7/23/2017	Amazon	6 5"X15" bilge booms Buffal...	53.94
7/25/2017	Amazon	RAM Mounts double socket ...	12.99
7/25/2017	Amazon	2 RAM Mounts double sock...	27.96
7/25/2017	Amazon	Ram Mounts for cellphones ...	380.20
7/27/2017	Fast Lube and Oil	Oil change '08 GMC Savana	88.30
7/27/2017	FinishLine Graphics	decals for 4302's truck	1,500.00
7/27/2017	Columbia River Auto Glass	windshield replacement - 43...	65.00
Total 750 Maintenance on Equipment			2,128.39
760 Administration			
7/17/2017		Service Charge	34.95
7/17/2017	Pizza Vendor	safety meeting food	101.70
7/19/2017	Safeway	Fire Defense Brd Mtg 7/19	63.20
7/19/2017	USI Education & Gov	laminat supplies 4031 PHL...	30.79
7/19/2017	Amazon	rubbermaid wall file	9.59
7/25/2017	Fred Meyer	staff mtg 7/25/17	19.96
7/25/2017	Fred Meyer	wrap school supply collectio...	4.99
7/26/2017	Fred Meyer	River Safety mtg	27.42
7/27/2017	Country Media Inc.	CH17-0715 board mtg notice	93.70
7/27/2017	Office Depot, Inc.	receipt books	142.50
7/27/2017	Office Depot, Inc.	2 pkgs Scotch tape	33.98
7/27/2017	Signergy	10 member board tags	37.50
7/27/2017	Oregon Fire Service Mus...	annual membership	90.00
7/27/2017	Commercial Adjustment	Ref 120924-Meifert: EMS ref...	100.00
7/27/2017	Yocum, Edna	EMS overpayment	120.77
7/27/2017	Booth, Shelly	reimb petty cash for per diems	300.00

Scappoose Rural Fire District
Itemized Account Activity
 July 14 - 31, 2017

Date	Source Name	Memo	Paid Amount
7/27/2017	U.S. Postal Service	return postage for SeaWest...	20.80
7/28/2017	Ralph Painter Memorial R...	3 District runners for 7/29/17...	115.05
7/31/2017	Paychex Invoice	Regular PR svcs	154.85
Total 760 Administration			1,501.75
765 Information Technology			
7/16/2017	Amazon	2 AC adapter charger-power...	37.98
7/27/2017	AT&T Mobility	June wireless charge	334.21
7/27/2017	CenturyLink	July internet	54.94
7/27/2017	Aalto, Matt/ESRC	Fire Marshal website design...	400.00
Total 765 Information Technology			827.13
770 Operating Materials/Suppli			
7/17/2017	Amazon	1 case GP bathroom tissue(...	56.88
7/17/2017	Amazon	1 cs GP brown paper towels	56.57
7/25/2017	Amazon	2 XL-101 gym wipes antibac...	39.99
Total 770 Operating Materials/Suppli			153.44
775 Emerg. Operating Supplies			
7/25/2017	Fred Meyer	15 super ice	26.85
7/27/2017	Cascade Fire Equipment	PO 1221-WD881 Foam pallet	4,295.00
7/28/2017	Powder Mix Direct	powdered gatorade substitute	76.85
Total 775 Emerg. Operating Supplies			4,398.70
780 Building & Grounds Maint.			
7/21/2017	Sherwin-Williams	paint for upstairs	164.95
7/27/2017	Ace Hardware	painting supplies for upstairs	44.95
7/27/2017	Ace Hardware	paintbrushes for upstairs	36.98
Total 780 Building & Grounds Maint.			246.88
790 Training			
7/19/2017	Code 4 Public Safety Trai...	2 Texts for leading,persuadi...	198.00
7/27/2017	Seaside Fire & Rescue A...	Rescue Watercraft Op Cour...	650.00
7/27/2017	CES - OR	Paramedic tuition: Zimbrick, ...	790.00
7/28/2017	Scappoose Bagel	River Safety mtg	37.50
7/31/2017	D.P.S.S.T.	Fingerprint - Bernier	40.00
Total 790 Training			1,715.50
810 Utilities			
7/27/2017	CenturyLink	July landlines	419.59
7/27/2017	CRPUD	boathouse	27.72
7/27/2017	CRPUD	main station	879.50

Scappoose Rural Fire District
Itemized Account Activity
 July 14 - 31, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
Total 810 Utilities			1,326.81
870 EMS Operations			
7/27/2017	Airgas - USA, LLC	medical oxygen	175.32
7/27/2017	Bound Tree Corp.	PO 10198 - medical supplies	64.85
7/27/2017	Airgas - USA, LLC	medical oxygen	627.54
7/27/2017	Airgas - USA, LLC	medical oxygen	467.85
Total 870 EMS Operations			1,335.56
880 FireMed			
7/27/2017	Office Depot, Inc.	FireMed stamp	21.99
Total 880 FireMed			21.99
Total 1.2 GENERAL FUND MATERIAL & SVC			19,343.04
Total 1...			169,726.59
Total 1..GENERAL FUND EXPENDITURES			169,726.59
2. GRANT FUND EXPENSE			
2.1 GRANT FUND PERSONNEL SVCS			
1. Personnel Salaries			
7/27/2017	Voya-State of Oregon Plan	Oregon Savings & Growth P...	700.00
7/31/2017	Paychex - tax	Grant Employee Taxes Withh...	4,955.73
7/31/2017	Paychex Payroll	grant flex spend	2,042.06
7/31/2017	Paychex Payroll	Balance Grant net pay(no OT)	7,076.10
7/31/2017	Paychex Payroll	Grant deferred comp	165.00
7/31/2017	Oregon Dept. of Justice	PR deduction	854.40
Total 1. Personnel Salaries			15,793.29
2. Personnel Benefits			
7/27/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	200.00
7/31/2017	Paychex - tax	Grant Emplryr FICA - No FIC...	876.08
7/31/2017	Paychex - tax	Grant ER work benefit	8.37
Total 2. Personnel Benefits			1,084.45
Total 2.1 GRANT FUND PERSONNEL SVCS			16,877.74
Total 2. GRANT FUND EXPENSE			16,877.74
TOTAL			186,604.33

08/09/17

Cash Basis

Scappoose Rural Fire District Itemized Account Activity

August 1 - 10, 2017

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
8/10/2017	Gandara, Lonny	flex spending receipt d.7/26/...	20.00
8/10/2017	Special Districts Insuranc...	Sept health ins	16,128.31
8/10/2017	Standard Insurance	Aug/Sep Life & LTD Insurance	1,164.40
Total 550 Insurance			17,312.71
560 Personnel Salaries			
8/3/2017	COSTCO Wholesale	8 payroll deductions	480.00
8/10/2017	Special Districts Insuranc...	Sec 125 PR deduction	612.03
8/10/2017	Pacific Athletic Club	Emplayee PR deduction	10.00
8/10/2017	S.H.C.F.C.U.	10 shift PR deductions	350.00
8/10/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR ded...	60.00
8/10/2017	Principal Financial Group	Life Ins policy 4807353 - Nie...	205.21
8/10/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	1,237.26
8/10/2017	P.E.R.S.	Employee 6% IAP plus unit ...	8,450.98
8/10/2017	Standard Insurance	Aug STD PR deductions	396.42
8/10/2017	American Heritage Life In...	Case # 84457 PR Deduc: R ...	217.44
Total 560 Personnel Salaries			12,019.34
580 Volunteer Services			
8/10/2017	Cox, Christine	Mileage reimb May-Jul	188.32
8/10/2017	Kirk, Thomas	June mileage reimb	154.08
8/10/2017	Kirk, Thomas	May mileage reimb	154.08
8/10/2017	Meres, Angie	55.6 miles @ IRS \$0.535	29.75
Total 580 Volunteer Services			526.23
590 Personnel Benefits			
8/10/2017	Pacific Athletic Club	Sep 2017 dues; Marks & sal...	80.00
8/10/2017	Kirk, Thomas	June fitness center reimb	30.00
8/10/2017	Kirk, Thomas	May fitness center reimb	30.00
8/10/2017	Occup.Safety Health & W...	Pre-Physical Nielson & ECG...	232.00
8/10/2017	P.E.R.S.	Employer PERS	31,455.27
8/10/2017	Meres, Angie	July Fitness membership	29.95
Total 590 Personnel Benefits			31,857.22
Total 1.1 GENERAL FUND PERSONNEL SVCS			61,715.50
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
8/10/2017	Ritchie, Christopher	physician adviser services	691.67

Scappoose Rural Fire District
Itemized Account Activity
 August 1 - 10, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
8/10/2017	Columbia River Fire & Re...	July pmt - vol coord	3,985.46
Total 670 Contract Services			4,677.13
740 Uniforms			
8/10/2017	Northwest Apparel	7 screen/emb; 7 names	84.00
Total 740 Uniforms			84.00
750 Maintenance on Equipment			
8/7/2017	Sunset Auto Parts	BlueDef; antifreeze; windshi...	2.99
8/10/2017	Boatyard at Rocky Pointe ...	68.3 gals @ \$2.499/gal	170.68
8/10/2017	Fast Lube and Oil	Oil change '06 Dodge Sprinter	117.45
8/10/2017	Les Schwab Tires	4 tires-'08 F150 pickupt	1,063.56
8/10/2017	Sunset Auto Parts	BlueDef; antifreeze; windshi...	108.73
8/10/2017	Sunset Auto Parts	grey univ floor mat	71.99
8/10/2017	US Fire Equipment LLC	inspect tower truck aerial	1,642.50
8/10/2017	Sunset Auto Parts	combo ball mount	28.99
8/10/2017	Ace Hardware	2 2" spring clamps	9.18
8/10/2017	Ace Hardware	2 pkg of 16 AA batteries	19.98
Total 750 Maintenance on Equipment			3,236.05
760 Administration			
8/1/2017	BiMart	food boxes for conflag kits	20.96
8/1/2017	Fred Meyer	emergency food kits	65.90
8/3/2017	REI	conflag food kits	261.96
8/3/2017	COSTCO Wholesale	District membership	60.00
8/8/2017	Longfellow's	lunch for Sutphen engineer	36.51
8/10/2017	Signergy	2 board member name plates	10.50
8/10/2017	Pamplin Media - Spotlight	Aug board mtg agenda	71.72
Total 760 Administration			527.55
765 Information Technology			
8/1/2017	Apple iTunes	iCloud storage plan	0.99
8/7/2017	Wix.Com	3 yr fire marshal domain name	360.00
8/10/2017	TriZetto Provider Solution...	EMS billing software	101.81
8/10/2017	Maller, Dave	contract IT work	675.00
8/10/2017	EMS Technology Solution...	operative IQ inventory, asse...	270.00
8/10/2017	PEAK Internet	Chapman&Scappoose inter...	76.88
8/10/2017	Daston Corporation	50 Google Apps	2,500.00
8/10/2017	Daston Corporation	16 Google Vault	800.00
8/10/2017	Pacific Office Automation,...	monthly copy kit - maint & s...	36.00
8/10/2017	Verizon Wireless	wireless phones	410.12
Total 765 Information Technology			5,230.80
775 Emerg. Operating Supplies			

08/09/17

Cash Basis

Scappoose Rural Fire District Itemized Account Activity

August 1 - 10, 2017

Date	Source Name	Memo	Paid Amount
8/2/2017	Ichabods Restaurant	7 Red Flag dinners	76.75
8/10/2017	FireQuick Products Inc.	2 watertight utility boxes	116.83
8/10/2017	Unifire, Inc.	Two 7" stainless steel blades	250.00
Total 775 Emerg. Operating Supplies			443.58
780 Building & Grounds Maint.			
8/8/2017	Ace Hardware	drill attachmt & misc fasteners	10.00
8/10/2017	Ace Hardware	drill attachmt & misc fasteners	58.08
8/10/2017	Ace Hardware	bracket shelf; sealer & faste...	34.91
8/10/2017	Paramount Pest Control I...	2 mice interior-external activ...	65.00
8/10/2017	O'Reilly Auto Parts	tape & door molding	6.13
8/10/2017	Ace Hardware	tiedown cambckle 900#PK4	18.99
Total 780 Building & Grounds Maint.			193.11
790 Training			
8/2/2017	Rivertide Suites	RescueWatercraftClass hotel	517.04
8/10/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
Total 790 Training			577.04
810 Utilities			
8/10/2017	P.G.E.	Electrical for Holbrook Station	100.74
8/10/2017	City of Scappoose	water & sewer	288.13
8/10/2017	Comcast	TV for Scappoose	57.10
8/10/2017	Waste Management of Or...	Garbage/Recycling	123.73
8/10/2017	N.W. Natural Gas	July natural gas	35.78
8/10/2017	Comcast	Internet for Scappoose	127.85
Total 810 Utilities			733.33
870 EMS Operations			
8/10/2017	Bound Tree Corp.	PO 10199 - medical supplies	195.86
8/10/2017	Bound Tree Corp.	PO 10199 - medical supplies	49.90
8/10/2017	Bound Tree Corp.	PO 10199 - medical supplies	1,274.09
8/10/2017	Airgas - USA, LLC	medical oxygen	364.84
Total 870 EMS Operations			1,884.69
880 FireMed			
8/10/2017	U.S. Postal Service	500 forever stamps	245.00
Total 880 FireMed			245.00
Total 1.2 GENERAL FUND MATERIAL & SVC			17,832.28
Total 1...			79,547.78

2:39 PM
08/09/17
Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
August 1 - 10, 2017

Date	Source Name	Memo	Paid Amount
Total 1..GENERAL FUND EXPENDITURES			79,547.78
2. GRANT FUND EXPENSE			
2.1 GRANT FUND PERSONNEL SVCS			
1. Personnel Salaries			
8/3/2017	COSTCO Wholesale	2 payroll deductions	120.00
8/10/2017	S.H.C.F.C.U.	2 shift PR deduction	70.00
8/10/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	228.97
8/10/2017	P.E.R.S.	Grant Fund Employee 6%	1,096.60
8/10/2017	Standard Insurance	Grant staff STD insurance	57.81
Total 1. Personnel Salaries			1,573.38
2. Personnel Benefits			
8/10/2017	Special Districts Insuranc...	Sept health ins	1,277.01
8/10/2017	P.E.R.S.	Grant Fund Employer PERS	2,337.60
8/10/2017	Standard Insurance	Grant staff life & LTD insura...	99.54
Total 2. Personnel Benefits			3,714.15
Total 2.1 GRANT FUND PERSONNEL SVCS			5,287.53
Total 2. GRANT FUND EXPENSE			5,287.53
TOTAL			84,835.31

08/10/17
Cash Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2017

	Jul 17	Budget	\$ Over ...	% of...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,501,585	1,345,989	155,596	112%
EMS Receipts	44,824	610,000	-565,176	7%
FireMed	495	35,500	-35,005	1%
Gas Royalties	0	1,500	-1,500	0%
Interest Earned on Investments	1,589	10,000	-8,411	16%
Miscellaneous Revenue				
CRF&R IGA	7,778			
Miscellaneous Revenue - Other	19,637	115,200	-95,563	17%
Total Miscellaneous Revenue	27,415	115,200	-87,785	24%
Taxes - Current	0	2,680,080	-2,680,080	0%
Taxes - Prior Years	24,298	90,000	-65,702	27%
Transfer from Grant Fund	0	28,651	-28,651	0%
Total 1. GENERAL FUND REVENUES	1,600,205	4,916,920	-3,316,715	33%
2. GRANT FUND REVENUE				
Grant Award	0	112,944	-112,944	0%
Total 2. GRANT FUND REVENUE	0	112,944	-112,944	0%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	417,132	421,184	-4,052	99%
Interest Earned on Investments	516	2,500	-1,984	21%
Transfers In	0	1,000	-1,000	0%
Total 3. PROPERTY FUND REVENUES	417,648	424,684	-7,036	98%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	205,514	205,106	408	100%
Interest Earned on Investments	280	1,800	-1,520	16%
Total 4. PERSONNEL SVCS FUND REVEN	205,794	206,906	-1,112	99%
Total Income	2,223,648	5,661,454	-3,437,806	39%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	65,408	535,200	-469,792	12%
560 Personnel Salaries	135,490	1,916,619	-1,781,129	7%
570 SocSec/Medicare(FICA)	11,527	149,680	-138,153	8%
580 Volunteer Services	479	38,000	-37,521	1%
590 Personnel Benefits	25,152	465,000	-439,848	5%
Total 1.1 GENERAL FUND PERSONNE...	238,056	3,104,499	-2,866,443	8%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	901	111,350	-110,449	1%
680 Communications Maintenance	4,211	54,000	-49,789	8%
720 Public Education	125	7,500	-7,375	2%
730 Property & Liability Insur.	0	53,200	-53,200	0%
740 Uniforms	1,760	20,000	-18,240	9%
750 Maintenance on Equipment	4,254	110,000	-105,746	4%
760 Administration	2,585	54,000	-51,415	5%
765 Information Technology	4,421	59,900	-55,479	7%
770 Operating Materials/Suppli	153	5,000	-4,847	3%
775 Emerg. Operating Supplies	4,399	65,000	-60,601	7%
780 Building & Grounds Maint.	665	125,731	-125,066	1%

08/10/17
Cash Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 2017

	Jul 17	Budget	\$ Over ...	% of...
790 Training	2,876	90,000	-87,125	3%
810 Utilities	2,159	39,800	-37,641	5%
870 EMS Operations	6,640	70,000	-63,360	9%
880 FireMed	708	18,500	-17,792	4%
Total 1.2 GENERAL FUND MATERIAL ...	35,857	883,981	-848,124	4%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	0	77,440	-77,440	0%
Total 1.3 GENERAL FUND CAPITL OUT...	0	77,440	-77,440	0%
Total 1...	273,913	4,065,920	-3,792,007	7%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	0	1,000	-1,000	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	1,000	-1,000	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	273,913	4,916,920	-4,643,007	6%
2. GRANT FUND EXPENSE				
2.1 GRANT FUND PERSONNEL SVCS				
1. Personnel Salaries	16,997	60,691	-43,694	28%
2. Personnel Benefits	4,077	23,602	-19,525	17%
Total 2.1 GRANT FUND PERSONNEL SVCS	21,075	84,293	-63,218	25%
2.2 Debt Svc to General Fund	0	28,651	-28,651	0%
Total 2. GRANT FUND EXPENSE	21,075	112,944	-91,869	19%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	232,000	-232,000	0%
Fire Apparatus & Equipment	0	152,684	-152,684	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	0	424,684	-424,684	0%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	201,906	-201,906	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	206,906	-206,906	0%
Total Expense	294,987	5,661,454	-5,366,467	5%
Net Income	1,928,660	0	1,928,660	100%



Alarm Report

Call Total July 1 through July 31 2017

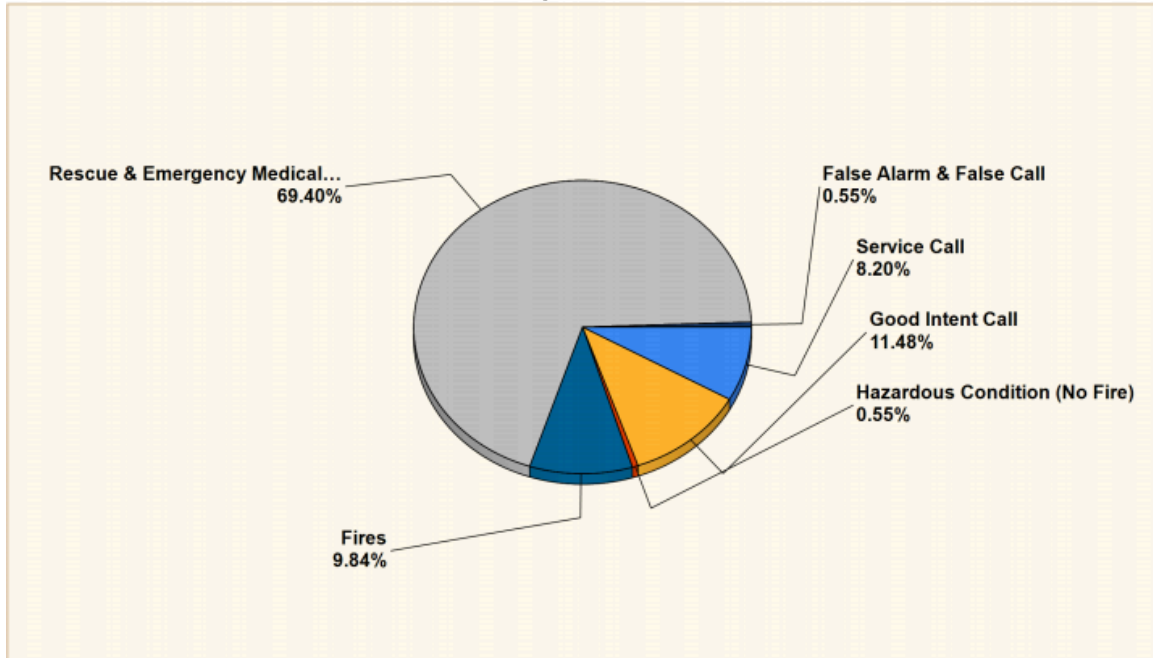
AGENCY	# INCIDENTS
Scappoose Fire District	183

Call Total July 1 through July 31 2016

AGENCY	# INCIDENTS
Scappoose Fire District	191

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		127	
FIRE		56	
TOTAL		183	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4380	0	0	4
E432	0	0	1
M431	67	73	97
M432	15	17	22
TOTAL	82	90	124
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		17	
Aid Received		8	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
51		27.87	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
CRFR Administration	0:19:54	0:08:19	
Scappoose Station	0:07:13	0:15:15	
AVERAGE FOR ALL CALLS		0:08:23	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
CRFR Administration	0:03:37	0:01:08	
Scappoose Station	0:03:04	0:05:04	
AVERAGE FOR ALL CALLS		0:03:15	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Scappoose Fire District		23:04	

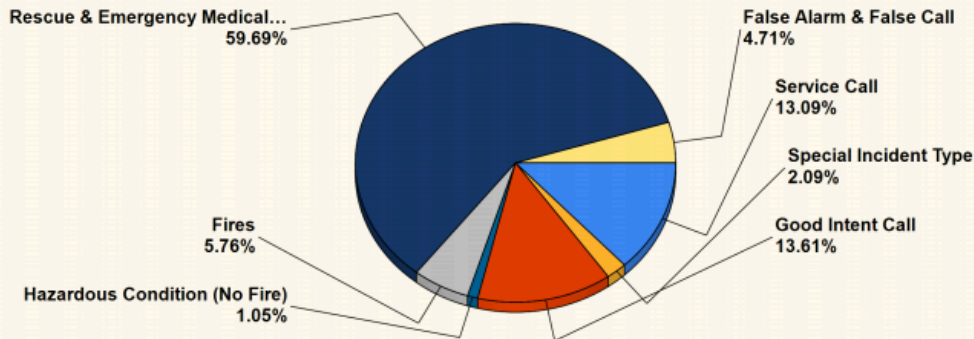
July 2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	18	9.84%
Rescue & Emergency Medical Service	127	69.40%
Hazardous Condition (No Fire)	1	0.55%
Service Call	15	8.20%
Good Intent Call	21	11.48%
False Alarm & False Call	1	0.55%
TOTAL	183	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	1.09%
131 - Passenger vehicle fire	3	1.64%
132 - Road freight or transport vehicle fire	1	0.55%
140 - Natural vegetation fire, other	2	1.09%
141 - Forest, woods or wildland fire	1	0.55%
142 - Brush or brush-and-grass mixture fire	3	1.64%
143 - Grass fire	4	2.19%
151 - Outside rubbish, trash or waste fire	1	0.55%
160 - Special outside fire, other	1	0.55%
311 - Medical assist, assist EMS crew	1	0.55%
321 - EMS call, excluding vehicle accident with injury	113	61.75%
322 - Motor vehicle accident with injuries	9	4.92%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.55%
324 - Motor vehicle accident with no injuries.	2	1.09%
342 - Search for person in water	1	0.55%
411 - Gasoline or other flammable liquid spill	1	0.55%
520 - Water problem, other	1	0.55%
551 - Assist police or other governmental agency	2	1.09%
553 - Public service	1	0.55%
554 - Assist invalid	8	4.37%
561 - Unauthorized burning	3	1.64%
611 - Dispatched & cancelled en route	15	8.20%
622 - No incident found on arrival at dispatch address	5	2.73%
631 - Authorized controlled burning	1	0.55%
733 - Smoke detector activation due to malfunction	1	0.55%
TOTAL INCIDENTS:	183	100.00%

July 2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	5.76%
Rescue & Emergency Medical Service	114	59.69%
Hazardous Condition (No Fire)	2	1.05%
Service Call	25	13.09%
Good Intent Call	26	13.61%
False Alarm & False Call	9	4.71%
Special Incident Type	4	2.09%
TOTAL	191	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	1.57%
113 - Cooking fire, confined to container	1	0.52%
131 - Passenger vehicle fire	1	0.52%
141 - Forest, woods or wildland fire	1	0.52%
142 - Brush or brush-and-grass mixture fire	4	2.09%
171 - Cultivated grain or crop fire	1	0.52%
320 - Emergency medical service, other	1	0.52%
321 - EMS call, excluding vehicle accident with injury	103	53.93%
322 - Motor vehicle accident with injuries	6	3.14%
324 - Motor vehicle accident with no injuries.	3	1.57%
351 - Extrication of victim(s) from building/structure	1	0.52%
444 - Power line down	1	0.52%
463 - Vehicle accident, general cleanup	1	0.52%
531 - Smoke or odor removal	1	0.52%
541 - Animal problem	1	0.52%
551 - Assist police or other governmental agency	3	1.57%
552 - Police matter	1	0.52%
554 - Assist invalid	8	4.19%
561 - Unauthorized burning	8	4.19%
571 - Cover assignment, standby, moveup	3	1.57%
611 - Dispatched & cancelled en route	20	10.47%
622 - No incident found on arrival at dispatch address	4	2.09%
631 - Authorized controlled burning	1	0.52%
651 - Smoke scare, odor of smoke	1	0.52%
700 - False alarm or false call, other	1	0.52%
721 - Bomb scare - no bomb	1	0.52%
733 - Smoke detector activation due to malfunction	2	1.05%
743 - Smoke detector activation, no fire - unintentional	4	2.09%
745 - Alarm system activation, no fire - unintentional	1	0.52%
900 - Special type of incident, other	4	2.09%
TOTAL INCIDENTS:	191	100.00%

July 2017

ZONE	NUMBER OF CALLS
CRFR-71 - CRFR ST. Helens Response Area	17
CRFR-72 - CRFR Fairgrounds Response Area	1
CRFR-91 - CRFR Rainer Response Area	5
Marine - Anything on the Columbia River/ Multnomah Channel RG 30	2
OD - Amb Serv Area - Any responses outside Fire District boundaries but in ASA / RG 22 & 29	1
OD - Other - Out of District - Other	1
Rural - Unincorporated areas further from the city / RG 35 & 36	19
Suburban - Area surrounding the city/ un- hydranted area RG 33 & 34	34
Urban - Hydranted area in the city area Rg 31	103
TOTAL:	183

July 2016

ZONE	NUMBER OF CALLS
CRFR-71 - CRFR ST. Helens Response Area	17
CRFR-91 - CRFR Rainer Response Area	4
Frontier - Farthest points from urban area/ longest response times	1
Marine - Anything on the Columbia River/ Multnomah Channel RG 30	3
OD - Amb Serv Area - Any responses outside Fire District boundaries but in ASA / RG 22 & 29	2
OD - Other - Out of District - Other	3
Rural - Unincorporated areas further from the city / RG 35 & 36	21
Suburban - Area surrounding the city/ un- hydranted area RG 33 & 34	44
Urban - Hydranted area in the city area Rg 31	96
TOTAL:	191

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Response Group (Required)	
Joint Duty Officer Response	15
Mutual Aid	11
RG 22	1
RG 30	1
RG 31	107
RG 33	13
RG 34	18
RG 35	11
RG 36	6

USER-DEFINED FIELD: What type of hit was this? (Required)	
Double Hit	42
N/A	139
Triple Hit	2

USER-DEFINED FIELD: Was this a billable call (ie. Did we transport someone to the hospital)? (Required)	
N/A	37
No	55
Yes	91

USER-DEFINED FIELD: Did you contact MRH OHSU? (EMS Calls Only; This is separate from Contact Medical Control / HEAR) (Required)	
N/A (For Fire and other non EMS Calls)	45
No	137
Yes	1

USER-DEFINED FIELD: Was there a Joint Duty Officer Involved in this call from CRFR(Respond)? (Required)	
No	167
Yes	16

USER-DEFINED FIELD: Was this a cardiac / respiratory arrest where CPR was initiated? (CARES) (Required)	
No	138
This was not a medical call	43
Yes	2

July 2017
Count Of Days With Same Incident Count

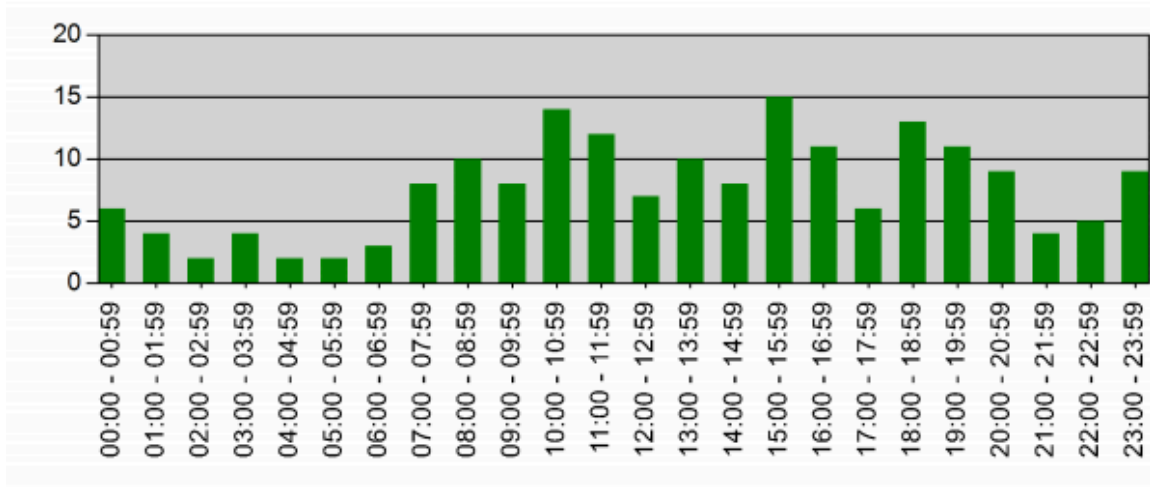
INCIDENTS PER DAY	COUNT OF DAYS
2	2
3	5
4	3
5	5
6	2
7	5
8	5
9	1
10	2
11	1

July 2016
Count Of Days With Same Incident Count

INCIDENTS PER DAY	COUNT OF DAYS
2	1
3	4
4	4
5	6
6	3
7	3
8	5
9	2
11	2
12	1

Incidents by Hour for Date Range

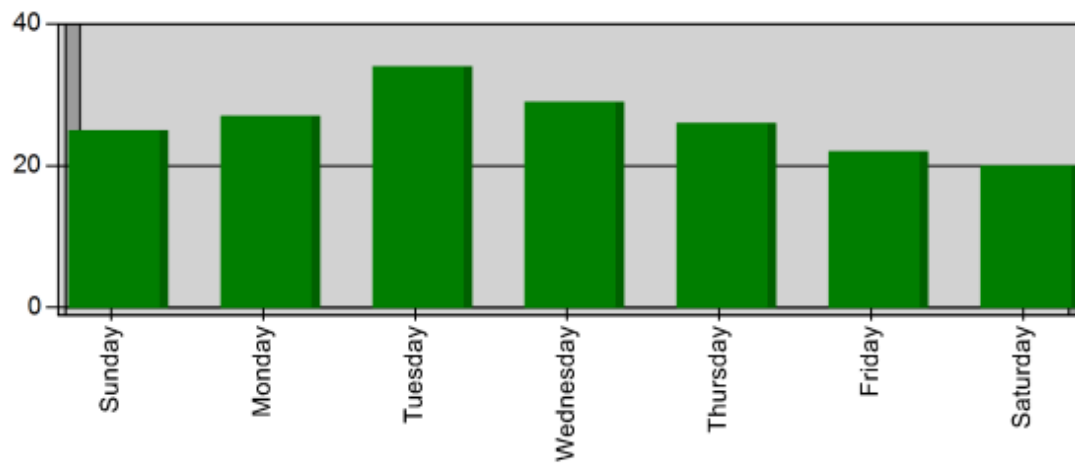
Start Date: 07/01/2017 | End Date: 07/31/2017



Hour	# of CALLS
00:00 - 00:59	6
01:00 - 01:59	4
02:00 - 02:59	2
03:00 - 03:59	4
04:00 - 04:59	2
05:00 - 05:59	2
06:00 - 06:59	3
07:00 - 07:59	8
08:00 - 08:59	10
09:00 - 09:59	8
10:00 - 10:59	14
11:00 - 11:59	12
12:00 - 12:59	7
13:00 - 13:59	10
14:00 - 14:59	8
15:00 - 15:59	15
16:00 - 16:59	11
17:00 - 17:59	6
18:00 - 18:59	13

Incidents by Day of the Week for Date Range

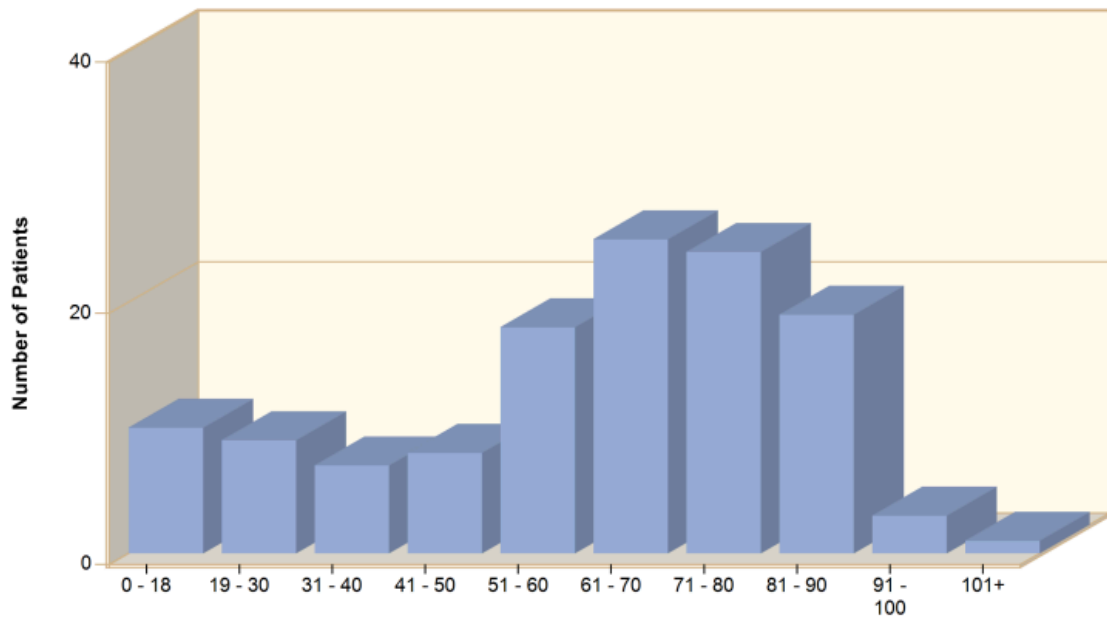
Start Date: 07/01/2017 | End Date: 07/31/2017



DAY OF THE WEEK	# INCIDENTS
Sunday	25
Monday	27
Tuesday	34
Wednesday	29
Thursday	26
Friday	22
Saturday	20
TOTAL	183

Patient Age Breakdown for Date Range

Start Date: 07/01/2017 | End Date: 07/31/2017



AGE RANGE	# PATIENTS
0 - 18	10
19 - 30	9
31 - 40	7
41 - 50	8
51 - 60	18
61 - 70	25
71 - 80	24
81 - 90	19
91 - 100	3
101+	1

HOSPITAL DESTINATION	# TRANSPORTS
Doernbecher Children's Hospital	1
Kaiser Westside Medical Center	6
Legacy Emanuel Hospital	18
Legacy Good Samaritan Hospital	41
Oregon Health and Sciences University Hospital	8
PeaceHealth St. John Medical Center	1
Portland VA Medical Center	3
Providence Portland Medical Center	2
Providence St. Vincent Medical Center	5
Randall Children's Hospital	4

Fire Chief Report July 2017

I am currently working with a contractor to put on table a top exercise in September to test the Columbia County Local Emergency Planning Committee Extremely Hazardous substance response plan for fixed facilities. This contractor and exercise is being funded through a Federal Grant through the Oregon State Fire Marshal office. Depending on funding and time schedule we are also trying to have a table top exercise in October/November to test the hazardous materials transported by rail plan.

We should plan for a board workshop between Columbia River Fire and Rescue and Scappoose Rural Fire District Board of Directors sometime in September to have an open discussion on the IGA and for goal setting. The best time would be on a Saturday morning from about 9:00-2:00/3:00 The dates could be September 9th, 16th or 23rd. We could try an evening meeting from 6-10 and if need, an additional short meeting could be scheduled later.

There will be purchases for the EMS equipment that Chief Coombs will be attending the board meeting to explain. We joined the HGAC group which reviews bids from ambulance companies to receive the best price for the ambulance through Braun NW Inc. The purchases of respirator ventilators were not planned for but are important for patient care we will hold out other EMS planned purchases towards the end of the budget period.

Meetings & Drills

07/04 SVFA Pancake Fund Raising	07/5 Col Co Traffic Safety Council
07/05 SVFA association mtg.	07/06-10 vacation
07/10 SRFD officers mtg.	07/11 Col Co HSEMC and LEPC mtgs.
07/11 CRFR Board mtg.	07/12 LEPC table top exercise planning mtg.
07/13 CRFR mtg.	07/13 Staff mtg.
07/13 SRFD Board mtg.	07/14 Haunted House location inspection
07/18 Staff mtg.	07/19 My Fair Lady pageant Col Co Fair
07/19 Col Co Fire Defense Board mtg.	07/19 Col Co Firefighters Assoc. mtg.
07/19 CRFR Vol Assoc. mtg.	07/21 State Fire Defense Chiefs call in.
07/24 South Co. Spotlight interview IGA	07/25 Staff mtgs.
07/25 911 Advisory mtg.	07/26 Halloween Town planning mtg.
07/26 SRFD vol. membership mtg.	07/28 After action review Hwy 47 5.5 fire
07/31 Airport Advisory mtg.	

Up Coming Events;

August 21st – Eclipse

August 25th & 26th – Hood to Coast Relay

August 31st – SDAO training on comprehensive overview of laws affecting special
Districts. Location Tigard Oregon. 9:00-3:00

September 6th, Saturday – Columbia City Celebration/Prepare Fair – 8:00-3:00

CRFR/SRFD Operations Chief

Monthly Report – July 2017

July:

- **Assist Banks Fire District – Lieutenant Promotional Exam**
- **Saturday Volunteer Fire Skills and Pumping Evolutions**
- **Wednesday Night Live Fire Evolutions (Tower)**
- **CRFR Board Meeting**
- **Ccom/CAD meeting: Number Changes/Response Cards**
- **Firefighter 6 and 12 month testing - Paramedic**
- **Administration Luncheon**
- **Set up – Firefighter/Paramedic Hiring Board**
- **Computer Software Update and High Plains Replacement**
- **Volunteer Water-Ball Drill @ Fairgrounds**
- **NFIRS Report – 2nd Quarter 2017**
- **Rainier Days at the Park**
- **Conflagration Trailer and Equipment Readiness Preparation**
- **Captain Meetings**
- **Officer Meeting SRFD**
- **Senior Staff Meeting**
- **E471Z Repair and delivery, SDAO**

EMS Office Activity July 2017

- Submit proposed Single Role EMS Provider job description
- 6 month probationary firefighter EMS evaluation (Culligan)
- Joint EMS Committee meeting
- Columbia County Community Advisory Council Meeting
- CRFR Board meeting
- TriCounty Protocol Development Committee meeting
- Reviewed Letter of Agreement for program developer position with legal
- Submit specifications for CRFR ambulance build
- Reviewed specifications for SFD ambulance
- Met with Fairgrounds crew, A shift
- Developed Community Paramedic job description
- Duty Officer 7/17-20
- Staff meeting at admin
- Fire Defense Board meeting
- Columbia County Volunteer Association meeting
- Community Paramedic operational planning meeting
- Met with OHSU clinic staff
- Riskshare meeting
- Assist developing talking points for the community paramedic program
- Staff meeting at Scappoose
- Met with Community Paramedic developer
- Reviewed paramedic internship agreement with College of Emergency Services
- 12 month probationary firefighter EMS evaluation (Callahan)

Community Paramedicine



Program Development Update, July 2017

Summary

Columbia Pacific CCO (CPCCO) is partnering with Columbia River Fire & Rescue to develop a Community Paramedicine program in Columbia County. This initiative is supported and funded jointly by OHSU Family Medicine, Scappoose, The Public Health Foundation of Columbia County, Columbia Community Mental Health, and Tuality Health Alliance.

The purpose of the Community Paramedicine program is to reduce hospital readmissions and emergency department utilization among Medicaid recipients in Columbia County by delivering services and supports in the home.

The first year implementation of this program will serve as a pilot to identify best practices, streamline workflows, improve communication processes, and coordinate care with community partners.

The Challenge

Centers for Medicare and Medicaid Services (CMS) estimate that 10% of Medicaid emergency department (ED) visits are non-urgent. In addition, inpatient hospital cost trends are climbing for CPCCO members in Columbia County.

Inappropriate ED use and preventable hospital readmissions can have a direct impact on patient outcomes and the resources available to deliver clinical services, specialty care, emergency care, and 911 emergency response.

The Program

The Community Paramedicine program will serve Medicaid recipients who frequently visit the ED or have been repeatedly hospitalized. Our Community Paramedic will provide patients recently discharged from the hospital or ED with follow-up care in the home. This innovative paramedic practice will ease the transition from hospital to home while delivering services and care coordination for this high-need population.

During home visits, a highly trained paramedic will take time with clients to go over discharge instructions, review medications, assess the home for safety risks, and connect patients to resources to manage their chronic and/or underlying mental/behavioral health conditions.

This holistic approach will facilitate more appropriate use of healthcare services with the goal of preventing simple medical problems from becoming serious or life-threatening emergencies, and reducing the need for hospital re-admits.

We anticipate launching the program fall, 2017 and aim to serve 200 CPCCO patients in the first year of implementation.

For more information about the Community Paramedicine program in Columbia County, please contact:

Dave Coombs, Division Chief, EMS, Columbia River Fire & Rescue

coombsd@crfr.com

503-397-2990

Division Chief O'Connor Monthly Report July 2017

- **Grants:**

1. AFG and SAFER grants are being awarded. We have not received any notifications which means we are still in the running but also that we have not been awarded. Grants will be awarded thru September 30, 2017
2. Homeland Security Grant Program (HSGP) was declined for \$23,000 towards gas detection equipment.
3. No new grants at this time.

- 1) **Meetings:** Fire Mobile User Group meeting (CAD) 7/10 at Tigard; Scappoose officers meeting 7/10; CRFR Board meeting 7/11; Scappoose Safety Meeting 7/12; CRFR Safety meeting was scheduled for 7/25 but cancelled due to multiple fire calls; Meet w/Lane Weber 7/19 for water tender only volunteer duties & road testing; Met with volunteer firefighters Saturday 8/22 for task book sign offs; attended Columbia County firefighters association meeting and CRFR firefighters association meeting 7/19; Rodeo standby with volunteers at fair 7/22; Assisted volunteers with parking lot wash down at Elks lodge for their annual car show fundraiser
- 2) **Facilities:** Turned on irrigation system for St. Helens station, it requires repair for leaky control valves and 2 broken heads; Fairgrounds dorm wall is installed and in process of being finished; Goble station has seen significant improvement getting it cleaned with help of Rainier duty crews; replaced 10 fluorescent bulbs with LED bulbs at St. Helens station in bays; work towards facility update/maintenance plan for all stations.
- 3) **PIO:** Continued updates of social media pages with current information (shared duty w/Motherway); Completed call log reports for local media on Mondays (alternating Mondays w/Motherway), internal copies of reports sent to all staff that includes individual unit number of responses for the week; numerous media inquiries over the past month regarding emergency incidents within CRF&R district.
- 4) **I/T:** Trouble shoot ipad problem with app installation; update Goodreader app response folder documents; follow up with several Utilize IT repair tickets and work toward tracking work tickets and repair times.
- 5) **Misc:** Continued Coordination of firefighter pre-physicals for CRF&R and Scappoose FF's that are due, list is getting shorter; Duty officer 7/14 - 7/16 and 7/21 - 7/27, a very busy 2 weeks for incident response; Put fire shelters on brush rigs, these are required personal protective equipment for natural cover fire response

Volunteer Coordinator Motherway Report June 2017

July:

- July 3rd – Meeting with Rainier/Goble Volunteers in Rainier
- Picked up marketing/pub ed materials from Rainier Sign Company for Scappoose Fire District & delivered.
- July 4th – Scappoose Fire Pancake Breakfast – helped at event/recruitment/etc.
- July 5th – Scappoose Fire Volunteer Association Meeting
- July 7th – July 9th – Rainier Days In The Park (special station coverage)
- July 8th – PIO for bus fire, car wreck calls & cooked dinner for Rainier crews in appreciation for staffing
- July 11th – LCRTOA/Training Officer Meeting/take minutes
- July 11th – Board Meeting
- July 11th – PIO for fire call in St. Helens
- July 19th – 23rd – Columbia County Fair & Rodeo (coverage for rodeo – thank you to multiple volunteers who stepped up and made this possible)
- July 19th – County Volunteer Association @ Fairgrounds station, hosted dinner and all county agencies.
- July 26th – Waterball drill – such a fun event for our volunteers!
- July 27th – volunteers hosed down and cleaned up the Elks Lodge parking lot in prep for their annual car show – big thanks for those who helped
- Prep work for new volunteer candidates, scheduling dates, writing letters, prepping Chiefs for interviews/etc.
- Working on a website project with Chief Pricher
- Continued effort to keep multiple calendars up to date and combining them so staff can view from one location and have a more collective review of training, events, etc.
- Attend weekly drill in Scappoose and @ LBTC (9:30am & 7pm)
- Multiple meetings with several volunteers throughout the month re: basic conversation, ideas/etc.
- Weekly Facebook posts
- Scappoose Fire, Tuesday and Wednesday's
- Recruitment in the community with boards, billboard, phone calls, Facebook posts & more. – Deadline July 31st
- Various reimbursement requests throughout the month, assisted with paperwork and delivery to admin for payment
- Assist at the St. Helens Station with picking up supplies as needed, answering the door to the community when staff is out on calls, work with the community in every capacity to answer questions and help where needed.
- Birthday cards sent for July birthday's in Scappoose
- Website maintenance and updates for Scappoose

Continuous volunteer program work:

- Continued involvement in the Oregon Fire Recruitment Network
- Constant communication via email, Facebook groups, active911 to ask for help, send out upcoming dates to remember/etc. for volunteers.
- Social Media/PIO, keeping the community up to date
- Writing and posting press releases and weekly media reports

- Assist Chief Officers - run errands, send emails on behalf/etc.
- Assist with FF PPE gear collection/turning items in to the uniforms dept.

PURCHASE PROPOSAL

EMS Ventilators (3 units)

BIDS:

O-Two, e700

\$15,000 (includes freight)

Discussion: The District currently utilizes a CPAP (Continuous Positive Airway Pressure) device for specific types of critical respiratory distress patients. These devices are often attributed to reduced hospital stays but have limited capabilities. Portable respirator ventilators use far less oxygen and are highly adjustable for individual patient needs leading to better outcomes compared to single use equipment. Ventilators designed for EMS have decreased in price significantly over the past several years becoming more affordable. Negotiated price includes onsite training.

BUDGET IMPACT

Expenditure Required:	\$15,000	Budgeted Amount (EMS Capital Outlay Reserve fund): \$232,000
Total available in account	\$232,000	Balance in account After expenditure: \$217,000

Recommended Action: I recommend the Board of Directors approve the expenditure of \$15,000 for the purchase of three (3) respirator ventilators, one for each ambulance.

By: D/C Coombs

Approved by: F/C Greisen

Date: August 7, 2017

PURCHASE PROPOSAL

Stryker Gurney

BIDS:

Stryker

\$17,291.20 (includes freight)

Discussion: The District has budgeted to replace a gurney in that has reached the end of its service life. The quote matches specifications used in previous years. We are requesting to stay with the same manufacturer for standardization. Prices for this equipment generally increase 3-4% every year. The manufacturer has informed the District that there will be a “significant” price increase on October 1, 2017. Authorization for this purchase will avoid the added expense. Payment for the equipment is not due until it is received.

BUDGET IMPACT

Expenditure Required: \$17,291.20	Budgeted Amount: EMS apparatus & equip. \$ 232,000 (Reserve Fund)
Total available in: EMS apparatus & equip \$217,000	Balance in account after expenditure: \$199,708

Recommended Action: I recommend the Board of Directors approve the expenditure of \$17291.20.

By: D/C Coombs

Approved by: F/C Greisen

Date: August 10, 2017

Chief Greisen's Goals 2017/2018

- Improve working relations through the Intergovernmental Agreement with Columbia River Fire and Rescue. Unknown how it will be measured.
- Completion of the District Master Plan for SRFD
- Complete a capital improvement plan with funding options for CRF&R
- Organize my office at Scappoose station

Maintenance / Projects Updates

A/O 08/10/2017

Tower431:

Gene Maharg, an engineer from Sutphen, flew out this week to inspect the aerial. He commented on how good of shape the entire apparatus was in. He found no concerns with the areas of wear. Even stated there are other Sutphen aerials in service that have more wear than ours. After taking additional measurements had no concerns of any aerial fatigue, twist, or bends.

While here Gene reviewed proper setup/operation as per manufacturer. The duty crew on shift were able to participate. Rick Fletcher from CRF&R maintenance was present and was provided additional servicing information. We also brought out the flag and demonstrated the rigging. Gene recommended a minor change, had no concerns. The aerial was returned to service later that day.

When flying out Gene brought us an updated supplied breathing air filter that has already been installed. Based from his recommendations we will be performing the following:

- Identified the leaking plug seal at the hydraulic manifold. **CRF&R will repair.**
- The backup electrical hydraulic pump is not currently wired as originally designed. Power will be re-routed from *Battery Hot* so it does not rely on any of the primary PTO or Hydraulic systems. **CRF&R will repair.**
- Gene will have shipped out inclinometer indicators to be mounted at the base of the aerial. **CRF&R will install.**
- Sutphen will be shipping out a replacement pick point mount and hooks. The current one was installed by Portland Fire and does not meet Sutphen's mounting/anchoring minimum. **CRF&R will install**
- Replacement of lower slide blocks at base section and smoothing out of aluminum wear marks. **US Fire Equipment to perform.**
- Noted right side extension cylinder retention cable has started to flatten out. **US Fire Equipment will replace both when replacing above slide blocks.**

We will now continue to complete the remaining annual servicing, equipment installation, and other repairs that were suspended when the aerial was placed out of service.

FireBoat 43:

The purchase of and installation of the cathodic protection system has been placed on hold. When following up on the installation it became apparent that Channel Marine may not of understood the entire scope of the work to be performed. Consulted with Kevin Ritz and he volunteered/agreed to contact both Channel Marine, Rocky Pointe Marina, and an additional marina to obtain accurate bids. Kevin expressed interest in participating throughout the installation process to ensure it is done correctly. Kevin returned from vacation this week and hopes to have some bid information available soon.

The original plan was perform annual maintenance, inspection and installation of the cathodic system at the same time. Channel Marine has expressed wanting to defer any installation until later in the fall. When receiving the bids the timeline will be considered as we do not want to further delay any of the above.

Scappoose Station Parking Lot Lighting:

Once a go this winter the installation was cancelled due to the incimate weather/snow. Will be re-contacting CED (supplier), CRPUD (rebate information), and McCOY Electric (installer) to update the scope of work and any pricing changes. Anticipate to have an updated proposal ready for the September board meeting.

PURCHASE PROPOSAL

4x4 Ambulance

BIDS:

BraunNW

Up to \$174,000

Discussion: The District has budgeted to replace an ambulance at the end of its service life. The specifications are for a 2017/18 F-350, 4x4 chassis with liquid spring suspension. The patient module has been specified to be nearly identical to M432. The quoted price is \$167,608 however, the requested amount will allow for potential adjustments made during the “prebuild” meeting without delaying delivery. We are requesting to stay with the same manufacturer for standardization and are going through HGAC group who compares like ambulances to meet our 3 bid requirements.

BUDGET IMPACT

Expenditure Required:	\$174,000	Budgeted Amount (EMS Capital Outlay, Reserve): \$ 232,000
Total available in (name of account):	\$ 232,000	Balance in account After expenditure: \$58,000

Recommended Action: I recommend the Board of Directors approve the expenditure of \$174,000.

By: D/C Coombs

Approved by: Fire Chief Greisen

Date: August 10, 2017

BRAUN NW inc.

150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

HGAC PROPOSAL

AUGUST 1, 2017

SCAPPOOSE FIRE DISTRICT
ATTN: ROB ANDERSON
52751 COLUMBIA RIVER HIGHWAY
SCAPPOOSE, OR 97056

RE: 2018 NORTH STAR 149-1 TYPE I MODULE AMBULANCE

BRAUN NORTHWEST IS PLEASED TO OFFER THE FOLLOWING PROPOSAL WHICH IS
BASED UPON HGAC CONTRACT AM10-16:

ONE (1) 2018 NORTH STAR 149-1 AMBULANCE ON A 2017 FORD F350 4X4 DIESEL
AMBULANCE PREP CHASSIS PER ENCLOSED SPECIFICATIONS DATED 7/26/17 AND
DRAWINGS DATED 6/15/17.

BASE HGAC PRICE CA01.....	\$145,976.00
PUBLISHED/UNPUBLISHED OPTIONS.....	\$ 20,632.00
HGAC FEE.....	\$ 1,000.00
TOTAL AMOUNT F.O.B. CHEHALIS, WA	<u>\$167,608.00</u>

Sales tax not included

F.O.B.: CHEHALIS, WASHINGTON

DELIVERY: APPROXIMATELY 280 DAYS ARO.

TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT
OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS.

Braun Northwest, Inc. is a Washington dealer (0991-A) with insurance information available upon request.

*(Note: This bid is contingent on use of customer's Government Ford Fleet Identification Number.) Failure to secure a
FIN will increase the price by the amount of the GPC chassis discount.*

Respectfully Submitted by
BRAUN NORTHWEST, INC.


Tami McCallum, V. P. Sales

Date: 8/1/2017

We agree to accept the above proposal:
SCAPPOOSE FIRE DISTRICT

Signature

Date

Printed Name

Title

TM/sel
cc: DW

Enclosures: Specifications, drawings



EMERGENCY VEHICLES

www.braunnw.com

MEMO

TO: Board Members

DATE: August 9, 2017

FROM: Janine Salisbury, Finance Admin

RE: CrewSense/CallBack
Staffing Solutions LLC

This memo is about a proposed 3-year contract with CrewSense/CallBack Staffing Solutions, LLC.

At the July 14, 2016 board meeting, Chief Pricher discussed this scheduling software which the District has now implemented. In addition to managing the regular schedule, CrewSense software can fill overtime shifts by contacting staff via automated text, phone call, mobile app and web interface. It does this using facts such as current employee availability, seniority, and hours worked in order to prioritize the call list. Among many other features, it has made leave requests and approvals a paperless process.

The District has tested and implemented CrewSense on a month-to-month contract at \$2.89 per person per month. The company recently notified us that this month-to-month per person rate will increase to \$5.99/month January 1, 2018, which is a 107% increase. The District has been offered a 3-year contract from 2018 through 2020 at a rate of \$3.89, which is a 35% increase. Currently the District has 52 paid and volunteer staff enrolled, which gives an annual cost of \$2,427.

Chief Greisen and Chief Pricher recommend your approval of this contract.

Please let me know if you have any questions.

**CREWSENSE
SOFTWARE AS A SERVICE AGREEMENT**

THIS AGREEMENT is entered into as of 07 / 31 / 2017 ("Effective Date") by and between:

CallBack Staffing Staffing Solutions, LLC ("CREWSENSE"), with offices at **1867 Williams HWY #211, Grants Pass, OR 97526** and
SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
with offices at

52751 Columbia River Hwy, Scappoose, Oregon 97056

("SUBSCRIBER").

WHEREAS, SUBSCRIBER wishes to receive software as a service with respect to its labor scheduling requirements, and CREWSENSE desires to provide this service to SUBSCRIBER.

NOW THEREFORE, the parties hereto agree as follows:

THE SERVICES

This Agreement sets forth the terms and conditions under which CREWSENSE agrees to license to Subscriber certain hosted software and provide all other services necessary for productive use of such software. Subject to the terms and conditions of the Agreement, CREWSENSE grants to SUBSCRIBER a renewable, irrevocable (except as provided for herein), non-exclusive, non-transferable right for any SUBSCRIBER employee, contractor, or agent, or any other individual or entity authorized by SUBSCRIBER, (each, an "Authorized User") to access and use the services identified in Exhibit A (the "Services") for the purpose of scheduling employees and employee resourcing purposes. SUBSCRIBER may use the Services in executable web-based format for its own use. SUBSCRIBER may not, however, transfer or sublicense the Services to any third party, in whole or in part, in any form, whether modified or unmodified. Other than those limitations expressly described in this Agreement and its Exhibit A, Authorized Users will have no other limitations on their access or use of the Software.

For the purposes of 11 U.S.C. § 365(n), the parties acknowledge and agree that this Agreement constitutes a license grant of intellectual property in software form to Subscriber by CREWSENSE.

CREWSENSE shall not enter into any subcontracts for the performance of the Services, or assign or transfer any of its rights or obligations under this Agreement, without Subscriber's prior written consent and any attempt to do so shall be void and without further effect and shall be a material breach of this

Agreement. CREWSENSE's use of subcontractors shall not relieve CREWSENSE of any of its duties or obligations under this Agreement.

The documentation for the Services (the "Documentation") will accurately and completely describe the functions and features of the Services, including all subsequent revisions thereto. The Documentation shall be understandable by a typical end user and shall provide Authorized Users with sufficient instruction such that an Authorized User can become self-reliant with respect to access and use of the Services. Subscriber shall have the right to make any number of additional copies of the Documentation at no additional charge.

CREWSENSE will not diminish the functionality of the services while the Agreement is in effect.

CONSIDERATION TO CREWSENSE

- a. SUBSCRIBER shall pay to CREWSENSE the Service Fees set forth in Exhibit A attached hereto. Any sum due CREWSENSE for Services for which payment is not otherwise specified shall be due and payable thirty (30) days after receipt by Subscriber of an invoice from CREWSENSE.
- b. License fees do not include any shipping, duties, bank fees, sales, use, excise or similar taxes due. If CREWSENSE is required to pay any such amounts, SUBSCRIBER shall reimburse CREWSENSE in full.
- c. CREWSENSE represents and warrants that it is an independent contractor for purposes of federal, state, and local taxes. CREWSENSE agrees that Subscriber is not responsible to collect or withhold any such taxes, including income tax withholding and social security contributions, for CREWSENSE. Any and all taxes, interest, or penalties, including any federal, state, or local withholding or employment taxes, imposed, assessed, or levied as a result of this Agreement shall be paid or withheld by CREWSENSE.
- d. The Services will not be suspended while Subscriber is reasonably disputing any amount due to the CREWSENSE, or any unpaid but undisputed amount due to CREWSENSE is less than ninety (90) business days in arrears.

SUBSCRIBER DATA

Subscriber's data ("Subscriber Data," which shall also be known and treated by CREWSENSE as Confidential Information) shall include: (a) Subscriber's data collected, used, processed, stored, or generated as the result of the use of the Services; and, (b) personally identifiable information ("PII") collected, used, processed, stored, or generated as the result of the use of the Services, including, without limitation, any information that identifies an individual, such as an individual's social security number or other government-issued identification number, date of birth, address, telephone number, biometric data, mother's maiden name, email address, credit card information, or an

individual's name in combination with any other of the elements listed herein. Subscriber Data is and shall remain the sole and exclusive property of Subscriber and all right, title, and interest in the same is reserved by Subscriber. This Section shall survive the termination of this Agreement.

CREWSENSE is provided a limited license to Subscriber Data for the sole and exclusive purpose of providing the Services, including a license to collect, process, store, generate, and display Subscriber Data only to the extent necessary in the providing of the Services. CREWSENSE shall: (a) keep and maintain Subscriber Data in strict confidence, using such degree of care as is appropriate and consistent with its obligations as further described in this Agreement and applicable law to avoid unauthorized access, use, disclosure, or loss; (b) use and disclose Subscriber Data solely and exclusively for the purpose of providing the Services, such use and disclosure being in accordance with this Agreement, the applicable Exhibit A, and applicable law; and, (c) not use, sell, rent, transfer, distribute, or otherwise disclose or make available Subscriber Data for CREWSENSE's own purposes or for the benefit of anyone other than Subscriber without Subscriber's prior written consent. This Section shall survive the termination of this Agreement.

In the event of any act, error or omission, negligence, misconduct, or breach that compromises or is suspected to compromise the security, confidentiality, or integrity of Subscriber Data or the physical, technical, administrative, or organizational safeguards put in place by CREWSENSE that relate to the protection of the security, confidentiality, or integrity of Subscriber Data, CREWSENSE shall, as applicable: (a) notify Subscriber as soon as practicable but no later than twenty-four (24) hours of becoming aware of such occurrence; (b) cooperate with Subscriber in investigating the occurrence, including making available all relevant records, logs, files, data reporting, and other materials required to comply with applicable law or as otherwise required by Subscriber; (c) in the case of PII, at Subscriber's sole election, (i) notify the affected individuals who comprise the PII as soon as practicable but no later than is required to comply with applicable law, or, in the absence of any legally required notification period, within five (5) calendar days of the occurrence; or, (ii) reimburse Subscriber for any costs in notifying the affected individuals; (d) in the case of PII, provide third-party credit and identity monitoring services to each of the affected individuals who comprise the PII for the period required to comply with applicable law, or, in the absence of any legally required monitoring services, for no less than twelve (12) months following the date of notification to such individuals; (e) perform or take any other actions required to comply with applicable law as a result of the occurrence; (f) without limiting Subscriber's obligations of indemnification as further described in this Agreement, indemnify, defend, and hold harmless Subscriber for any and all Claims (as defined herein), including reasonable attorneys' fees, costs, and expenses incidental thereto, which may be suffered by, accrued against, charged to, or recoverable from Subscriber in connection with the occurrence; (g) be responsible for recreating lost Subscriber Data in the manner and on the schedule set by Subscriber without charge to Subscriber; and, (h) provide to

Subscriber a detailed plan within ten (10) calendar days of the occurrence describing the measures CREWSENSE will undertake to prevent a future occurrence. Notification to affected individuals, as described above, shall comply with applicable law, be written in plain language, and contain, at a minimum: name and contact information of CREWSENSE's representative; a description of the nature of the loss; a list of the types of data involved; the known or approximate date of the loss; how such loss may affect the affected individual; what steps CREWSENSE has taken to protect the affected individual; what steps the affected individual can take to protect himself or herself; contact information for major credit card reporting agencies; and, information regarding the credit and identity monitoring services to be provided by CREWSENSE. This Section shall survive the termination of this Agreement.

OWNERSHIP

The Services, including translations, compilations, partial copies, modifications, and updates, are the property of CREWSENSE. CREWSENSE warrants that it is the lawful licensee or owner of the Services (excluding any Subscriber Data therein) and has all the necessary rights in the Services to grant the use of the Services to Subscriber.

PROPRIETARY RIGHTS

SUBSCRIBER recognizes that CREWSENSE regards the Software it has developed to deliver the Services as its proprietary information and as confidential trade secrets of great value. SUBSCRIBER agrees not to provide or to otherwise make available in any form the Software, or any portion thereof, to any person other than Authorized Users of SUBSCRIBER without the prior written consent of CREWSENSE. SUBSCRIBER further agrees to treat the Software with at least the same degree of care with which SUBSCRIBER treats its own confidential information and in no event with less care than is reasonably required to protect the confidentiality of the Software.

TERM

This Agreement is for a 3 year period, beginning on 01/01/2018 and lasting until 01/01/2021 ("initial term"). Upon completion of the initial term, a new contract shall be generated. If a contract cannot be jointly negotiated and agreed upon with 30 days of end of initial term, agreement will terminate on 31st day.

This agreement shall continue unless and until terminated pursuant to terms outlined in TERMINATION.

TERMINATION

If either Party materially fails to comply with any of the material terms and conditions of this Agreement, including without limitation the payment of any

undisputed subscription license fee or reimbursement due and payable under this Agreement, the non-defaulting Party may terminate this Agreement upon thirty (30) days written notice to the defaulting party specifying such breach, unless within the period of such notice, all breaches specified therein have been remedied. Notwithstanding the foregoing, COMPANY shall have the right to terminate this Agreement immediately upon giving notice to SUBSCRIBER if SUBSCRIBER becomes insolvent, assigns or attempts to assign its business assets for the benefit of creditors, institutes or has instituted against it proceedings in bankruptcy, or dissolves or liquidates the business. In the event that COMPANY terminates this Agreement for cause, COMPANY will retain all subscription license fees already paid, including pre-pays. These fees will not be refunded to SUBSCRIBER. In the event SUBSCRIBER terminates this Agreement, the prorated license fee for the paid portion of the subscription will not be refunded. Upon termination, SUBSCRIBER must immediately discontinue use of the system.

TERMINATION CERTIFICATE

In the event of termination, SUBSCRIBER will immediately discontinue use of the Services. Within one (10) days after termination of this Agreement and at request of SUBSCRIBER, without charge and without any conditions or contingencies whatsoever (including but not limited to the payment of any fees due to CREWSENSE), CREWSENSE will furnish to SUBSCRIBER a one time SQL database dump containing all pertinent CREWSENSE data in the system if requested. Further, CREWSENSE shall certify to SUBSCRIBER the destruction of any SUBSCRIBER Data within the possession or control of CREWSENSE but such destruction shall occur only after the SUBSCRIBER Data has been returned to SUBSCRIBER.

MAINTENANCE SUPPORT

CREWSENSE will provide to SUBSCRIBER the following support with respect to the Services. As part of the Services, CREWSENSE shall provide bug fixes, corrections, modifications, enhancements, upgrades, hot-fixes and new releases to the Services to ensure the functionality of the Services. In addition,

- (i) If during the 1st year of this Agreement, SUBSCRIBER notifies CREWSENSE of a substantial program error respecting the Software, or CREWSENSE has reason to believe that error exists in the Software and so notifies SUBSCRIBER, CREWSENSE shall at its expense verify and attempt to correct such error within thirty (30) working days after the date of notification. If SUBSCRIBER is not satisfied with the correction, then SUBSCRIBER may terminate this Agreement, but without refund of any amount paid to CREWSENSE or release of any amounts due CREWSENSE at the time of termination. This does not include any bugs or trouble-shooting related to 'customization' work, as outlined in section (iv).
- (ii) In the case that SUBSCRIBER has technical questions in the use of the Software during the 1st year of this Agreement, SUBSCRIBER may submit those

questions to CREWSENSE via an online help desk support ticket system provided by CREWSENSE.

CREWSENSE shall make every effort to respond to such questions within 24 hours. CREWSENSE shall provide consulting to answer such questions without charge to SUBSCRIBER up to a maximum of forty (40) hours.

(iii) If SUBSCRIBER desires to have CREWSENSE alter the base software system to fit specific needs, ie 'Customization', such time should be billed at a rate of \$45.00 / hour. Bug testing and trouble-shooting the custom code will be subject to the same billing rate.

DELIVERY OF SERVICES

CREWSENSE shall deliver the Services promptly after receipt of the purchase order and export license (if required).

CREWSENSE will use its best efforts to ensure that no computer viruses, malware, or similar items (collectively, a "Virus") are introduced into SUBSCRIBER's computing and network environment by the Services.

WARRANTY DISCLAIMER

CREWSENSE licenses, and SUBSCRIBER accepts, the Services "AS IS." CREWSENSE PROVIDES NO WARRANTIES AS TO THE FUNCTION OR USE OF THE SERVICES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE LICENSED PROGRAM IS WITH SUBSCRIBER. CREWSENSE DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE SERVICES WILL MEET SUBSCRIBER'S REQUIREMENTS OR THAT THE OPERATION OF THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

PATENT AND COPYRIGHT INDEMNITY

CREWSENSE will defend at its own expense any action brought against SUBSCRIBER to the extent it is based on a claim that the Services used within the scope of the services provided hereunder infringe a United States patent, copyright or other proprietary right of a third party. CREWSENSE will pay any costs, damages or attorney fees finally awarded against SUBSCRIBER in such action which are attributable to such claim, provided CREWSENSE is promptly notified in writing of such claim, may control the defense and/or settlement of such claim, and is provided with all requested assistance, information and authority. In the event that the Services become, or in CREWSENSE's opinion is likely to become, the subject of a claim of infringement of a United States patent, copyright or trade secret, CREWSENSE may at its option either secure SUBSCRIBER's right to continue using the Services, replace or modify the Services to make them not infringing, or provide SUBSCRIBER with a refund of

the prepaid fees. The foregoing states SUBSCRIBER's entire liability for infringement or claims of infringement of patents, copyrights or other intellectual property right.

LIMITATION OF LIABILITY

CREWSENSE's LIABILITY TO SUBSCRIBER UNDER ANY PROVISIONS OF THIS AGREEMENT FOR DAMAGES FINALLY AWARDED SHALL BE LIMITED TO THE AMOUNTS ACTUALLY PAID HEREUNDER BY SUBSCRIBER TO CREWSENSE. IN NO EVENT SHALL CREWSENSE BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF USE, LOSS OF PROFITS OR INTERRUPTION OF BUSINESS, HOWEVER CAUSED OR ON ANY THEORY OF LIABILITY. CREWSENSE WILL MAINTAIN GENERAL LIABILITY INSURANCE WITH NO LESS THAN 1MM COVERAGE AS WELL AS E&O COVERAGE DURING LIFE OF CONTRACT.

NOTICES

All notices in connection with this Agreement shall be in writing and may be given by certified, registered, or first class mail or personally delivered at the address set forth on the front page. For purposes of this Agreement, a notice shall be deemed effective upon personal delivery to the party or if by mail five days after proper deposit in a mail box.

SUCCESSORS

This Agreement will be binding upon and will inure to the benefit of the parties hereto and their respective representatives, successors and assigns except as otherwise provided herein.

SEVERABILITY

In the event any provision of this Agreement is determined to be invalid or unenforceable, the remainder of this Agreement shall remain in force as if such provision were not a part.

GOVERNING LAW/FORUM

This Agreement shall be governed and interpreted by the laws of the State of Oregon. Josephine County, Oregon shall be the appropriate venue and jurisdiction for the resolution of any disputes hereunder. Both parties hereby consent to such personal and exclusive jurisdiction.

NON-ASSIGNMENT

This Agreement and the services provided by it may not be assigned, sublicensed, or otherwise transferred by SUBSCRIBER without the prior written

consent of CREWSENSE.

EXPORT REGULATIONS

SUBSCRIBER understands that CREWSENSE is subject to regulation by agencies of the U.S. Government, including the U.S. Departments of Commerce and State, which prohibit export or diversion of certain technical products to certain countries. SUBSCRIBER warrants that it will comply in all respect with the export and re-export restrictions set forth in the export license for the Services and all other applicable export regulations. SUBSCRIBER agrees to indemnify and hold CREWSENSE harmless from any loss, damages, liability or expenses incurred by CREWSENSE as a result of SUBSCRIBER's failure to comply with any export regulations or restrictions.

ENTIRE AGREEMENT

This Agreement sets forth the entire understanding between the parties with respect to the subject matter hereof, and merges and supersedes all prior agreements, discussions and understandings, express or implied, concerning such matters. This Agreement shall take precedence over any additional or conflicting terms which may be contained in SUBSCRIBER's purchase order or CREWSENSE's order acknowledgment forms.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the Effective Date.

SUBSCRIBER:


By: _____
(Signature)

Name:

Title:

CREWSENSE:

**CallBack Staffing Staffing Solutions
LLC**

By:  _____
(Signature)

Name: Casey J. McIntosh

Title: President

EXHIBIT A

Statement of Services (primary)

<u>SERVICES</u>	<u>SERVICE FEE</u>	<u>MAINTENANCE FEE</u>
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CREWSENSE Pro Platform	\$ 3.89 / user / per month	\$0/ yr
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A user is a unique person / user profile within the CREWSENSE platform who's status is 'active'.

ANNUAL FEE INCREASE

Annual per user pricing to increase no more than 5% every 12 months, starting from the 'Initial term' referenced in section 'TERM' of agreement.

NOTES:

Software system will be provided as a cloud hosted Software as a Service (SaaS); hosted and maintained by CREWSENSE.

Software system will be hosted solely from within the continental United States and on computing and data storage devices residing therein.

99.9% up-time is guaranteed. For any calendar month where the Services up-time percentage is less than 99.9%, Subscriber shall be due a Performance Credit of 10% of the Service Fee (as calculated on a monthly basis for the reporting month) for each full 1% reduction in percentage up-time.

Hourly database 'snap-shots' of SUBSCRIBER data will performed and stored in redundant, off-site backup locations; fully encrypted within AWS S3. CREWSENSE is responsible for orderly and timely recovery of Subscriber data in the event that the Services may be interrupted.

Service fee excludes any taxes, shipping and/or insurance charges, and any bank transfer fees.

<u>OPTIONAL SERVICES</u>	<u>FEE</u>
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On-site Training	\$ 400 per day per trainer (1 trainer per 8 attendees. <i>Company must approve prior to booking</i>)
On-site Training Travel	Round trip air, car and hotel from KMFR
Custom Development	\$ 45 / hour (quoted per project)

LA429-05.27.17



10. Scappoose Fire Dist.

THE FAMILY OF

Lucas Ahlers

WANTS TO THANK YOU FOR ALL YOUR
THOUGHTS, PRAYERS, AND SUPPORT YOU
HAVE GIVEN US THROUGH OUR LOSS.

*Thank you for the beautiful flowers.
Our son Lucas + Zach's little
brother will sure be missed.
Lucas looked up to Zach he is a
awesome big brother. Again thank
you.*

Sincerely

*Zach
+ Monica
Family*

*Jim, Tama
Logan, Layton
Ahlers*

THANK YOU

just a small way of saying
a Big Thank you for all your help
to us, on Friday, at JD Ranch on
Savines Island. We really appreciate
all your efforts and hard work.

Daniel + Kristi Jager
of
JD Ranch