



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

P.O. Box 625 • 52751 Columbia River Hwy. • Scappoose, Oregon 97056
Phone: (503) 543-5026 • FAX: (503) 543-2670 • www.srfd.us

REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, AT 7 P.M., THURSDAY, SEPTEMBER 14, 2017, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

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

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

CALL TO ORDER: President Grant called the board meeting to order at 7:00 p.m.

AUDIENCE PARTICIPATION – No audience.

CONSENT: President Grant opened discussion on the consent agenda items. A motion was made by Mr. Graham to approve the consent agenda as presented. The motion was seconded by Mr. Kriek. Mr. Sorenson asked about conflagration expenses. Chief Greisen said we must provide supplies for 72 hours and the fuel to get there. However, the District will be paid almost \$8,000 on the use of the rig. Volunteer & staff wages will be paid, including the staff required to backfill.
Motion to approve the consent agenda carried unanimously.

CHIEF REPORTS: August alarms – There were 184 calls, 16 fewer than the prior year.

Fire Chief's Report – Attended task force meetings on Milli and Eagle Creek fires. Chief Pricher said that at the Milli fire, our staff did triage on what we can do to save houses. This includes moving log piles, and blowing pine needles from roofs & gutters. The team also did active firefighting. The team at Eagle Creek did the same. Chief Greisen said a structure that burnt had limbs on the roof, fir trees next to the house, firewood on the porch and inside the house, so it could not be saved.

Chief Greisen said that Jeremy Lehner has almost finished sheet rocking the boathouse and it looks good. We'll form in the boat well better, too.

Mr. Sorenson asked about the discussion to increase allowable building height in Scappoose. Chiefs Greisen and Pricher explained that the District is frequently asked for input on many issues.

Mr. Graham asked about the drone webinar. Chief Marks said that Fire

Engineering does weekly webinars. He and Chief Pricher sat in on it and got some good information. FF Kyle Melton held a class on Refusals and documentation, for when patients refuse treatment and/or transport. Chief Marks said we plan to change our protocols to add documentation requirements for more of those present at incidents, including family members. Fire Marshal Pricher will attend the SDAO Drone class in McMinnville. Attendees will get policies & procedures, there will be Part 107 Training so people can get tested, and they will discuss how districts can setup their own training.

Chief Greisen is training another person to inspect driveways in the Rainier area to assist with the workload. Chief Pricher has been setting up a Fire Marshal information website and will be able to show that at the next meeting. Chief Pricher has also been working with the counties and the cities. This has included ways to generate revenue.

Chief Coombs, Chief Smythe, and Chief O'Connor all worked the Eagle Creek fire and others and so have no reports to submit. They do not feel well from living in the smoke for days.

Purchase of pagers – These pagers let staff scan multiple channels and have more tones available, including one for all chiefs. The all chiefs tone could be used for events like mobilizations. The District bought 15 last year and would like to buy 15 this year. Then we can donate some older pagers to other county fire districts which only have single channel equipment. Mr. Graham moved and Mr. Sorenson seconded purchasing 15 pagers for a maximum of \$5,700, including freight.

The motion to purchase the pagers carried unanimously.

Purchase of 3 CR Plus Physio Control AEDs for \$5,186.04. These will go into the chief rigs and will put us over budget by almost \$100. These are compatible with our other equipment and use the same batteries and pads. Mr. Sorenson made a motion to purchase 3 CR Plus AEDs with the hard cases from Physio Control for a total of \$5,186.04. Mr. Kriech seconded.

The motion to purchase the pagers carried unanimously.

OLD BUSINESS: Committee Reports & Other Items.

- A. Awards & Incentives Committee – nothing to report. The volunteers are still working on the Length of Service Awards Plan (LOSAP).
- B. Management Team Committee – The committee met and has no report.
- C. Planning Committee – no meeting.
- D. The board discussed dates for scheduling the joint board meetings. Chief Greisen said that it looked like Monday, October 9th would be

the best day. The IGA Oversight Committee will need to meet before the joint meeting to set an agenda. A location must be determined that is large enough for the public to attend. Due to time constraints, no public comment will be taken.

- E. City of Scappoose IGA for Building Official – Chief Pricher will review the fire, life and safety part of building permits and the District will collect 75% of that fee. In addition, the District can bill \$100 per hour per inspection. The District already assists the City of Scappoose in this capacity without pay. The IGA will make that role a District responsibility and a revenue source. If this had been in place for Cascade Tissue, the District would have received about \$16,000. Instead the City contracted out this role to the State of Oregon.

The agreement allows the Fire District 90 days to review plans so that there is enough time even during fire season. The language was reviewed by attorneys on both sides, and our insurance carrier. Mr. Graham made a motion to approve the City of Scappoose IGA to perform fire, life and safety plan review and inspection services for multi-family and commercial buildings. Mr. Cairns seconded.

The motion to approve the IGA passed unanimously.

NEW BUSINESS The 2017 Oregon Fire Service Conference will be hosted by the OFDDA October 26-28 in Ashland. Directors Sorenson, Graham and Kriek cannot attend. Director Grant will attend. Director Cairns and Chief Greisen will check their calendars.

AUDIENCE: None.

GOOD OF THE ORDER: President Grant recognized the thank you notes. Mr. Sorenson thanked the staff who responded to his home in late August. Chief Pricher said that on the 19th of September, Apple will come out with the new operating system for iPads. Chief Pricher said he is available to install that for board members.

ADJOURNMENT: Mr. Graham moved to close the meeting, Mr. Kriek seconded, and the motion passed unanimously. President Grant adjourned the meeting at 8:05 p.m.

Signed this 12th day of October, 2017.


David Grant, President


Andy Kriek, Secretary/Treasurer

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, September 14, 2017, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from August 10, 2017 meeting
 - B. Bills to be approved September 14, 2017
 - C. Budget vs. Actual a/o August 31, 2017
- IV. CHIEFS' REPORTS
 - A. August 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 Proposal - Pagers
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Joint Board Meeting with Columbia River Fire
 - E. City of Scappoose IGA for Building Official
- VI. NEW BUSINESS
 - A. Oregon Fire District Directors' Conference – 10/26 to 10/28/17 – Ashland OR
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

9/14/2017

OATH OF OFFICE

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

CHIEFS' REPORTS

August Alarm Report –

Fire Chief Report –

Fire Marshal Report –

Training Report –

Operations Report –

EMS Chief Report –

Safety/Resource Chief Report –

Proposal to Purchase Pagers - Motion to approve the purchase 15 pagers from Wolf Communications of up to \$5,700.

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – meets before board meeting

Planning Committee –

CRFR & Scappoose joint meeting –

City of Scappoose IGA for Building Official - motion to approve the contract with the City of Scappoose

NEW BUSINESS –

Oregon Fire District Directors' Conference – 10/26 to 10/28/17 – Ashland, OR

Good of the Order – thank you

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
8/30/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	2,000.00
8/30/2017	Nationwide Retirement So...	Emplyr contributions	450.00
8/30/2017	Gandara, Lonny	flex spending receipt d. 8/14...	20.00
8/30/2017	Gandara, Lonny	flex spending receipt d. 8/03...	22.00
8/31/2017	Paychex - tax	ER Work Benefit	59.61
8/31/2017	Paychex Payroll	flex spend health ins	11,534.01
9/14/2017	Standard Insurance	Sep/Oct Life & LTD Insurance	1,108.51
9/14/2017	Special Districts Insuranc...	Oct health ins	17,194.66
9/14/2017	Wortham, Taj	Flexspend	401.33
Total 550 Insurance			32,790.12
560 Personnel Salaries			
8/18/2017	American General Life Ins	Insurance Premium	59.85
8/30/2017	Nationwide Retirement So...	Employee contributions	1,790.00
8/30/2017	SBG-VAA	Security Benefit plan 61204...	60.00
8/30/2017	Voya-State of Oregon Plan	Oregon Savings & Growth P...	11,217.48
8/31/2017	Paychex - tax	Employee Taxes Withheld	44,742.07
8/31/2017	Paychex Payroll	FLSA	1,633.60
8/31/2017	Paychex Payroll	telephone	300.00
8/31/2017	Paychex Payroll	longevity	657.00
8/31/2017	Paychex Payroll	FF incentives	1,360.00
8/31/2017	Paychex Payroll	Deferred comp	2,295.00
8/31/2017	Paychex Payroll	all staff OT	32,047.41
8/31/2017	Paychex Payroll	Balance GF net pay	37,171.97
8/31/2017	Paychex Payroll	Shiftdf	375.59
8/31/2017	Mark A Gift	net pay for Aug2017 Red Flag	149.48
8/31/2017	Maruska, Ron	net pay for Aug 2017 Red Fl...	407.83
8/31/2017	Oberbarnscheidt, Henry	net pay for 8/2017 Milli Confl...	2,620.09
8/31/2017	Schoof, Megan E	net pay for Aug2017 Red Fl...	1,278.19
8/31/2017	Zimbrick, Austin	net pay for Aug2017 Red Flag	115.04
9/12/2017	P.E.R.S.	Employee 6% IAP plus unit ...	8,992.74
9/14/2017	Standard Insurance	Sept STD PR deductions	396.42
9/14/2017	American Heritage Life In...	Case # 84457 PR Deduc: R ...	217.44
9/14/2017	Special Districts Insuranc...	Sec 125 PR deduction	816.04
9/14/2017	Wortham, Taj	Balance of final payck - as o...	1,225.54
9/14/2017	Wortham, Taj	FLSA	314.44
9/14/2017	Tualatin Valley Fire Fighte...	2017 union dues from PR d...	1,237.26
9/14/2017	Pacific Athletic Club	Employee PR deduction	10.00
9/14/2017	S.H.C.F.C.U.	9 \$35 shift PR deductions; 1...	336.00
9/14/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR ded...	60.00

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
Total 560 Personnel Salaries			151,886.48
570 SocSec/Medicare(FICA)			
8/31/2017	Paychex - tax	Emplyr FICA (incl grant staf...	12,651.10
Total 570 SocSec/Medicare(FICA)			12,651.10
580 Volunteer Services			
8/30/2017	Bernier, Kyle	July volunteer mileage	64.20
9/14/2017	Meres, Angie	54.3 miles @ IRS \$0.535	29.05
9/14/2017	Kirk, Thomas	July mileage reimb	128.40
9/14/2017	Kirk, Thomas	August mileage reimb	128.40
9/14/2017	Bernier, Kyle	Aug volunteer mileage	85.60
9/14/2017	Corporate Security Servic...	J. Salstrom background check	61.50
9/14/2017	Corporate Security Servic...	W. Hickman background ch...	175.50
9/14/2017	Corporate Security Servic...	M. Moorman background ch...	251.50
9/14/2017	Corporate Security Servic...	J. Beaman background check	170.50
9/14/2017	Oregon Occupational Me...	physical for W. Hickman	239.00
9/14/2017	Oregon Occupational Me...	physical for M. Moorman	239.00
9/14/2017	Oregon Occupational Me...	physical for J. Salstrom	239.00
Total 580 Volunteer Services			1,811.65
590 Personnel Benefits			
8/18/2017	Public Health Foundation	vaccination - C.Cox	40.01
8/30/2017	GlaxoSmithKline Pharma...	flu vaccine	801.31
9/12/2017	P.E.R.S.	Employer PERS	33,480.02
9/14/2017	Meres, Angie	Aug Fitness membership	29.95
9/14/2017	AER Fitness Repair	preventative maint on fitness...	159.50
9/14/2017	Oregon Occupational Me...	physical for Chaffeur	112.00
9/14/2017	Pacific Athletic Club	Oct 2017 dues; Marks & sali...	80.00
Total 590 Personnel Benefits			34,702.79
Total 1.1 GENERAL FUND PERSONNEL SVCS			233,842.14
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
8/30/2017	Scappoose Storage	Sep storage rent	97.00
9/14/2017	Ritchie, Christopher	physician adviser	691.67
9/14/2017	Columbia River Fire & Re...	Aug pmt for Volunteer Coor...	3,985.46
Total 670 Contract Services			4,774.13
680 Communications Maintenance			
8/30/2017	Complete Wireless Soluti...	warranty svc on BK KAA066...	15.00
9/14/2017	Wolfe Communications	GI nylon holster loop & bluet...	17.50
9/14/2017	Wolfe Communications	shipping	7.95

09/13/17

Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
Total 680 Communications Maintenance			40.45
720 Public Education			
8/14/2017	Dutch Brothers	Big Pub-Ed group 8/12/17	30.00
Total 720 Public Education			30.00
740 Uniforms			
8/30/2017	911 Supply LLC	PO1169- 4 Danner boot zipp...	132.96
8/30/2017	Curtis	shipping on 2 navy FF shirts	21.49
8/30/2017	Blumenthal Uniforms & E...	Chaplain cross; lapel pin	7.99
8/30/2017	Northwest Apparel	7 names	14.00
8/30/2017	Northwest Apparel	18 short-sleeve tshirts	234.00
8/30/2017	Northwest Apparel	6 XXL short-sleeve tshirts	90.00
8/30/2017	Northwest Apparel	6 long-sleeve tshirts	96.00
8/30/2017	Scappoose Outfitters	2 nameplates: Sallee;Lawre...	12.00
9/2/2017	SwagNW.com	short sleeve white shirt - Cox	40.98
9/14/2017	Curtis	PO1168- 32x32 blu FF pant...	114.39
9/14/2017	Signergy	6 passport tags-J. Davis	10.45
Total 740 Uniforms			774.26
750 Maintenance on Equipment			
8/14/2017	Chevron	18.8 fuel for Veh 7213 CRFR	50.60
8/30/2017	Sirennet.com	light bar for new truck(WHJ...	2,122.60
8/30/2017	Life Safety Corp.	Gas monitor calibration gas	317.00
8/30/2017	Wilcox & Flegel	250 gal unleaded @ \$2.51/gal	626.80
8/30/2017	Superior Tire Service	PO1408-mount new tires	165.00
8/30/2017	Superior Tire Service	2 Mich M11073 & 2 Mich M1...	2,476.00
8/30/2017	Columbia River Fire & Re...	'99 F550-mount foam propor...	810.99
8/30/2017	Columbia River Fire & Re...	'95 ChevK3500-mount foam ...	810.00
8/30/2017	Columbia River Fire & Re...	2014 Fireboat- replace fuel li...	319.40
8/30/2017	Columbia River Fire & Re...	'96 F700 - annual svc, incl. f...	1,254.80
8/30/2017	Columbia River Fire & Re...	'91 Sutphen - start annual svc	1,137.97
8/30/2017	Columbia River Fire & Re...	'97 Freightliner- replace bloc...	482.93
8/30/2017	Ace Hardware	foam system calibration	4.32
8/30/2017	Wilcox & Flegel	260 gal unleaded @ \$2.25/gal	664.87
8/30/2017	Wilcox & Flegel	514.3 gal biodiesel @ 2.01/gal	1,034.15
8/30/2017	Ace Hardware	4 pr pliers for fireboat	36.36
8/30/2017	Fast Lube and Oil	Oil change & fuel filter; '08 G...	163.25
9/14/2017	Sunset Auto Parts	air filter part#9817	75.99
9/14/2017	Wilcox & Flegel	280 gal unleaded @ \$2.21/gal	704.81
9/14/2017	Wilcox & Flegel	560.1 gal biodiesel @ 2.27/gal	1,273.11
9/14/2017	Waterax Corp	2 cable assy throttle ctrls	274.00
9/14/2017	Waterax Corp	180-PART4 pressure gauge ...	185.00
9/14/2017	Waterax Corp	shipping	16.00
9/14/2017	Columbia River Fire & Re...	'97 Western States Ford F8...	1,387.39

09/13/17

Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
9/14/2017	Columbia River Fire & Re...	'97 Western States Ford F8...	200.00
9/14/2017	Columbia River Fire & Re...	'91 Sutphen - rebuild original...	719.14
9/14/2017	Columbia River Fire & Re...	'89 Western States Spartan-...	25.00
9/14/2017	Sunset Auto Parts	194 LED Blb White	9.99
Total 750 Maintenance on Equipment			17,347.47
760 Administration			
8/14/2017		Service Charge	14.95
8/15/2017	Flora Designs	new baby flowers - Pricher	40.00
8/17/2017	BiMart	Milli conflagration supplies	27.47
8/17/2017	Flora Designs	flowers for Heather Hales	50.00
8/17/2017	Flora Designs	flowers for Sandra Hales	60.00
8/17/2017	Flora Designs	flowers for Mary Hales	60.00
8/17/2017	Flora Designs	flowers for Katie Hales Craven	60.00
8/17/2017	Grocery Outlet	Sisters Conflag food	177.57
8/18/2017	Fred Meyer	C43-Table Top Exercise Mtg	14.96
8/21/2017	Rays Food Place	Milli(Sisters OR) conflag food	21.98
8/21/2017	Grocery Outlet	Milli(Sisters OR) conflag food	183.61
8/22/2017	Chevron	C-43: Rainier inspections	54.45
8/30/2017	Providence Health Plan R...	refund overpayment	384.49
8/30/2017	Pacific Office Automation,...	overage copy costs	213.18
8/30/2017	International Assoc. of Ar...	Dues 10/1/17 to 10/1/18	150.00
8/31/2017	Paychex Invoice	Regular PR svcs	168.35
9/1/2017	Amazon	Granitize S-1 Auto Suds	42.49
9/2/2017	Amazon	2 cs GP 2910P brown roll to...	103.46
9/3/2017	Fred Meyer	Eagle Crk Conflag food	95.02
9/3/2017	Longfellow's	9/03 Red Flag meals	242.65
9/3/2017	Amazon	Canon HD cardstock & broc...	379.99
9/3/2017	Amazon	Canon ink cartridge for new ...	16.99
9/3/2017	Amazon	Brother TN-450 ink cartridge	53.99
9/5/2017	Amazon	HL10 Handset Lifter	25.72
9/5/2017	Amazon	CS520 Binaural Wireless He...	187.95
9/5/2017	Amazon	CS510 Over-the-Head wirel...	177.99
9/5/2017	Amazon	annual Prime membership fee	99.00
9/5/2017	Fred Meyer	Red Flag dinners	86.00
9/6/2017	Love's Travel Center	Eagle Crk Conflag supplies	40.00
9/7/2017	Fred Meyer	Red Flag dinners	56.81
9/8/2017	Fultano's Pizza	Red Flag meals	69.75
9/11/2017	Ixtapa	9/02 Red Flag meals	86.47
9/14/2017	Waste Connections	document shredding	50.00
9/14/2017	State of Oregon	Engstrom notary renewal fee	40.00
9/14/2017	Speer Hoyt LLC	inventory control software & ...	632.80
9/14/2017	Pamplin Media - Spotlight	Sept board mtg agenda	48.41
Total 760 Administration			4,216.50

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
765 Information Technology			
8/30/2017	CenturyLink	August internet	54.94
8/30/2017	AT&T Mobility	July wireless charge	333.74
8/30/2017	Maller, Dave	IT maint; calendar; 2 remote...	935.00
9/5/2017	Wix.Com	unknown	25.90
9/13/2017	Dotster	annual fee for srfd.us domain	14.99
9/14/2017	EMS Technology Solution...	Operative IQ, Asset & Fleet ...	270.00
9/14/2017	TriZetto Provider Solution...	EMS billing software	101.00
9/14/2017	Verizon Wireless	wireless phones	410.12
9/14/2017	City of Portland	800 MHz access	107.61
9/14/2017	PEAK Internet	Chapman&Scappoose inter...	76.88
Total 765 Information Technology			2,330.18
770 Operating Materials/Suppli			
9/2/2017	Amazon	3 sets toilet bowl brush & ca...	35.31
9/2/2017	Amazon	Finish Jet Dry Rinse Aid	10.71
9/2/2017	Amazon	Bounce dryer sheets	13.95
9/2/2017	Amazon	Finish dishwasher detergent...	12.19
Total 770 Operating Materials/Suppli			72.16
775 Emerg. Operating Supplies			
8/17/2017	Fire Store	Honeywell Ranger Structure...	195.58
8/22/2017	JoAnn Store	turnout bag clip-B.Cox	7.98
8/30/2017	SeaWestern Fire Apparatus	PO1167-Haix stationwear b...	278.25
8/30/2017	SeaWestern Fire Apparatus	SCBA flow test, valve asse...	170.21
8/30/2017	Curtis	non-ambient aircheck air an...	110.00
8/30/2017	Mallory Safety and Supply...	3 surveyor safety vests	120.00
8/31/2017	Amazon	super ice	17.90
9/1/2017	Fire Store	5 pr Pro-Tech8 TITAN FF gl...	449.94
9/2/2017	Fred Meyer	ice & granola bars for 4431	12.62
9/6/2017	BiMart	2 suit hangers	17.98
9/7/2017	Tarheel Emergency Sales	10 EMR helmet crescent	30.00
9/7/2017	Tarheel Emergency Sales	20 FF/EMT helmet crescent	60.00
9/7/2017	Tarheel Emergency Sales	20 FF helmet crescent	60.00
9/7/2017	Tarheel Emergency Sales	helmet decal shipping	7.25
9/14/2017	Ace Hardware	2 letter/num 1" white vinyl	7.98
9/14/2017	Ace Hardware	Batteries - 32 AA	29.98
Total 775 Emerg. Operating Supplies			1,575.67
780 Building & Grounds Maint.			
8/23/2017	Amazon	No smoking in 10 ft decals	8.67
8/30/2017	Airwave, LLC	squirrel damage to camera	37.50
8/30/2017	Columbia River Fire & Re...	replace broken trusses & sli...	260.01
8/30/2017	Ace Hardware	generator light repair	9.98
8/30/2017	Paramount Pest Control I...	Set-up fee for Main Station	285.00

09/13/17

Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
8/30/2017	Beaver Bark	1 yd debris removal	15.00
8/30/2017	Beaver Bark	1 yd debris removal	15.00
8/30/2017	Beaver Bark	1 yd debris removal	15.00
8/31/2017	Amazon	No Smoking in 10 Ft decals	17.76
9/14/2017	Paramount Pest Control I...	Chapman pest control	65.00
9/14/2017	Beaver Bark	3 yds debris removal	44.00
9/14/2017	Sunset Auto Parts	Oil dry	51.60
Total 780 Building & Grounds Maint.			824.52
790 Training			
8/18/2017	Brothers In Battle	Primary Search tuition; Kriek	50.00
8/21/2017	Firemanship Conference	DuBois- 2/26-2/28, 2018	350.00
8/22/2017	Shamrock Brewing	meal-SERCT class(crude by...	19.00
8/22/2017	Starbucks	meal-SERCT(crude by rail) -...	7.20
8/25/2017	Alaska Airlines	checked bag-SERCT-B.Cox	25.00
8/26/2017	Chevron	rental car fuel-SERCT-B. Cox	26.23
8/26/2017	Chevron	rental car fuel-SERCT-B. Cox	1.90
8/30/2017	NCTI	EMT Basic -C. Cox	1,200.00
8/30/2017	Carlton, Randy	Ski & Mtn Trauma Conf 11/0...	150.00
8/30/2017	CES - OR	Paramedic tuition: Zimbrick, ...	790.00
8/30/2017	Alaska Airlines	checked bag-SERCT-B.Cox	25.00
9/2/2017	Amazon	BLS Provider Manual - C. Cox	22.73
9/14/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
9/14/2017	Booth, Brandon	intern scholarship	1,125.00
Total 790 Training			3,852.06
810 Utilities			
8/30/2017	CRPUD	boathouse electricity	27.50
8/30/2017	CRPUD	main station electricity	893.30
8/30/2017	CenturyLink	August landlines	434.23
8/30/2017	City of Scappoose	water & sewer	283.57
8/30/2017	Comcast	TV for Scappoose	61.59
9/14/2017	N.W. Natural Gas	Acct 447881-4	40.16
9/14/2017	Comcast	internet for Scappoose	127.85
9/14/2017	Waste Management of Or...	Garbage/Recycling	123.73
9/14/2017	P.G.E.	Electrical for Holbrook Station	98.87
Total 810 Utilities			2,090.80
870 EMS Operations			
8/30/2017	Bound Tree Corp.	20 pkgs sodium bicarbonate...	315.80
8/30/2017	Bound Tree Corp.	Nitromist spray - 90 doses	190.99
8/30/2017	Bound Tree Corp.	PO 10200 medical supplies	2,575.89
8/30/2017	Airgas - USA, LLC	cylinder rental-medical oxygen	194.12
8/30/2017	Environmental Complianc...	3 biohazard containers	100.00
9/14/2017	Airgas - USA, LLC	medical oxygen	341.26

09/13/17

Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
 August 11 through September 14, 2017

Date	Source Name	Memo	Paid Amount
9/14/2017	Bound Tree Corp.	PO 10201 medical supplies	2,228.61
9/14/2017	Airgas - USA, LLC	cylinder rental-medical oxygen	196.60
9/14/2017	Environmental Complianc...	3 biohazard containers	100.00
9/14/2017	Airgas - USA, LLC	medical oxygen	180.84
9/14/2017	Airgas - USA, LLC	medical oxygen	120.30
Total 870 EMS Operations			6,544.41
880 FireMed			
9/14/2017	Life Flight Memberships	80 Life Flight membership fe...	5,200.00
Total 880 FireMed			5,200.00
Total 1.2 GENERAL FUND MATERIAL & SVC			49,672.61
Total 1...			283,514.75
Total 1..GENERAL FUND EXPENDITURES			283,514.75
2. GRANT FUND EXPENSE			
2.1 GRANT FUND PERSONNEL SVCS			
1. Personnel Salaries			
8/30/2017	Oregon Dept. of Justice	PR deduction	854.40
8/30/2017	Voya-State of Oregon Plan	Oregon Savings & Growth P...	700.00
8/31/2017	Paychex - tax	Grant Employee Taxes Withh...	4,669.94
8/31/2017	Paychex Payroll	grant flex spend	2,042.06
8/31/2017	Paychex Payroll	Balance Grant net pay(no OT)	7,462.55
8/31/2017	Paychex Payroll	Grant deferred comp	165.00
9/12/2017	P.E.R.S.	Grant Fund Employee 6%	1,077.55
9/14/2017	Standard Insurance	Grant staff STD insurance	57.81
9/14/2017	Tualatin Valley Fire Fighte...	2017 union dues from PR d...	228.97
9/14/2017	S.H.C.F.C.U.	2 shift PR deduction	70.00
Total 1. Personnel Salaries			17,328.28
2. Personnel Benefits			
8/30/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	200.00
8/31/2017	Paychex - tax	Grant Emplry FICA - No FIC...	876.08
8/31/2017	Paychex - tax	Grant ER work benefit	8.24
9/12/2017	P.E.R.S.	Grant Fund Employer PERS	2,296.96
9/14/2017	Standard Insurance	Grant staff life & LTD insura...	99.54
9/14/2017	Special Districts Insuranc...	Oct health ins	1,277.01
Total 2. Personnel Benefits			4,757.83
Total 2.1 GRANT FUND PERSONNEL SVCS			22,086.11
Total 2. GRANT FUND EXPENSE			22,086.11

4:38 PM
09/13/17
Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
August 11 through September 14, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
TOTAL			<u><u>305,600.86</u></u>

09/13/17
Cash Basis

**Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1 through September 14, 2017**

	<u>Jul 1 - Se...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of...</u>
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,501,585	1,345,989	155,596	112%
EMS Receipts	107,209	610,000	-502,791	18%
FireMed	13,670	35,500	-21,830	39%
Gas Royalties	0	1,500	-1,500	0%
Interest Earned on Investments	2,975	10,000	-7,025	30%
Miscellaneous Revenue				
CRF&R IGA	15,877	0	15,877	100%
Miscellaneous Revenue - Other	24,913	115,200	-90,287	22%
Total Miscellaneous Revenue	40,790	115,200	-74,410	35%
Taxes - Current	0	2,680,080	-2,680,080	0%
Taxes - Prior Years	42,128	90,000	-47,872	47%
Transfer from Grant Fund	0	28,651	-28,651	0%
Total 1. GENERAL FUND REVENUES	1,708,357	4,916,920	-3,208,563	35%
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	1,032	2,500	-1,468	41%
Transfers In	0	1,000	-1,000	0%
Total 3. PROPERTY FUND REVENUES	418,164	424,684	-6,520	98%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	205,514	205,106	408	100%
Interest Earned on Investments	534	1,800	-1,266	30%
Total 4. PERSONNEL SVCS FUND REVEN	206,049	206,906	-857	100%
Total Income	2,332,570	5,661,454	-3,328,884	41%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	115,511	535,200	-419,689	22%
560 Personnel Salaries	298,796	1,916,619	-1,617,823	16%
570 SocSec/Medicare(FICA)	24,178	149,680	-125,502	16%
580 Volunteer Services	2,816	38,000	-35,184	7%
590 Personnel Benefits	91,712	465,000	-373,288	20%
Total 1.1 GENERAL FUND PERSONNEL...	533,013	3,104,499	-2,571,486	17%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	10,352	111,350	-100,998	9%
680 Communications Maintenance	4,252	54,000	-49,748	8%
720 Public Education	155	7,500	-7,345	2%
730 Property & Liability Insur.	0	53,200	-53,200	0%
740 Uniforms	2,618	20,000	-17,382	13%
750 Maintenance on Equipment	24,917	110,000	-85,083	23%
760 Administration	7,387	54,000	-46,613	14%
765 Information Technology	11,982	59,900	-47,918	20%
770 Operating Materials/Suppli	394	5,000	-4,606	8%
775 Emerg. Operating Supplies	6,424	65,000	-58,576	10%
780 Building & Grounds Maint.	1,683	125,731	-124,048	1%
790 Training	7,983	90,000	-82,017	9%
810 Utilities	4,983	39,800	-34,817	13%

09/13/17
Cash Basis

**Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1 through September 14, 2017**

	<u>Jul 1 - Se...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% of...</u>
870 EMS Operations	15,079	70,000	-54,921	22%
880 FireMed	6,295	18,500	-12,205	34%
Total 1.2 GENERAL FUND MATERIAL &...	104,506	883,981	-779,475	12%
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...	637,519	4,065,920	-3,428,401	16%
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	637,519	4,916,920	-4,279,401	13%
2. GRANT FUND EXPENSE				
2.1 GRANT FUND PERSONNEL SVCS				
1. Personnel Salaries	35,899	60,691	-24,792	59%
2. Personnel Benefits	12,549	23,602	-11,053	53%
Total 2.1 GRANT FUND PERSONNEL SVCS	48,448	84,293	-35,845	57%
2.2 Debt Svc to General Fund	0	28,651	-28,651	0%
Total 2. GRANT FUND EXPENSE	48,448	112,944	-64,496	43%
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	685,967	5,661,454	-4,975,487	12%
Net Income	<u>1,646,602</u>	<u>0</u>	<u>1,646,602</u>	<u>100%</u>

Fire Chief Report August 2017

There are fewer chief reports available for this board meeting as they have been busy on state fires during the month. You will receive verbal reports if they return in time. The month of August has been very busy with the dry weather and many red flag warning days. Columbia County fire agencies have been supporting the state with apparatus and personnel on three conflagrations. Oregon has received structural task forces from California, Washington and Idaho to help in the effort.

Locally we have seen an increase in structure fires caused by smoker's carelessness.

I am still working with the contractor for the Local Emergency Planning Committee table top exercise. The main objective of the exercise is testing our extremely hazardous fixed facilities plan along with other agencies emergency plans.

We did not have any major issues with the eclipse. We had daily conferences calls with the state fire marshal's office from August 17-22. These phone conferences allowed updates information from counties having challenges with the eclipse. These phone conversations also were a source for discussing wildland fires that were growing and may require structural task forces.

Meetings & Drills

08/01 LEPC workshop	08/01 mtg. with builder
08/02 Col Traffic safety mtg.	08/02 staff mtg.
08/02 CRFR mtg. with director	08/03 First aid/CPR for ODF
08/08 Eye injury webinar	08/08 CRFR board mtg.
08/9-15 vacation	08/17 Wilson Heirgood mtg.
08/18 Table top exercise mtg.	08/20 CRFR &SRFD Vol picnic
08/21 CRFR probationary testing	08/22 Mjuckle building inspect
08/23 mtg. with Col Co building official	08/23 St Helens Library alarm test
08/23 Mjuckle building inspection	08/23 SRFD membership mtg.
08/25 Alarm test Cornerstone building	08/28 CRFR mtg. at Rainier Station
08/31 First Aid/CPR skill testing Scappoose teachers/staff	

Up Coming Events;

September 16th, Saturday – Columbia City Celebration and Preparedness Fair – 8:00-3:00
October 26-28 - OFDDA Conference

August 2017 Training Report

Chief Marks

August 5 th	Volunteer Recruit Physical Agility
August 7 th	Volunteer Recruit Interviews in Scappoose
August 8 th	Volunteer Recruit Interviews at CRFR
August 9 th	Morning and Evening Drills
August 10 th	Scappoose Board Meeting
August 14 th	Fire Defense Board Meeting
August 15 th	Probationary Testing
August 16 th	Morning Drill and Volunteer Association Meeting
August 17 th	Operations Meeting
19 th – 24 th	Duty Week
August 20 th	Picnic
August 21 st	Probationary Testing
August 23 rd	Morning and Evening Drills
August 24 th	River Safety Meeting
August 28 th	Drone Webinar and Melton Refusal Class
August 30 th	Drills

Throughout the month projects include LCRTOA 501C3 and bylaws work.
Preparing for the upcoming fall academy.
Working with Portland Fire on LBTC rental.
Wildland Certification Project.

Volunteer Coordinator Motherway Report August 2017

August:

- August 1st – National Night Out – Scappoose
- August 5th – Volunteer candidate Physical Agility Test
- August 7th & 8th - Volunteer candidate interviews at Scappoose and CRFR
- August 8th – Board Meeting
- August 8th – LCRTOA – training officer meeting/take minutes
- August 16th – Volunteer candidate – interview in Scappoose
- August 16th – CRFR Volunteer Association meeting
- August 18th – Admin office coverage
- August 20th – All staff BBQ – Scappoose Veteran's Park
- Prep work for new volunteer candidates, scheduling dates, writing letters, prepping Chief's for interviews/etc.
- Continued work on website project with Chief Pricher
- Coordinated with St. Helens mayor – kids event at McCormick park, three volunteers attended and were a big hit – August 12th
- Work with new recruits to ensure they complete their medical/physical, took care of background checks, provided information for onboarding process and more
- Organized volunteer coverage for Hood to Coast event on August 25th
- Organized staff/volunteer coverage for St. Helens school district picnic on August 29th and also attended for PR purposes
- 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
- 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 August 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

Fifteen (15) pagers

BIDS:

Wolfe Communications

\$5,700 (includes freight)

Discussion: This purchase will continue our replacement program. We have worked with this vendor before and it went well. We want to purchase earlier in the fiscal year than usual because we are able to get a 5 year warranty if we purchase before September 30, 2017. The normal warranty period is 3 years.

BUDGET IMPACT

Expenditure Required: up to \$5,700	Budgeted Amount Communications: \$ 54,000
Total available in Communications : \$ 49,748	Balance in account After expenditure: \$44,048

Recommended Action: I recommend the Board of Directors approve the expenditure of up to \$5,700.

By: Lt. Scott Nielson

Approved by: Fire Chief

Date: September 14, 2017

PURCHASE PROPOSAL

3 CR Plus Automated External Defibrillators with Hard Case

BIDS: Single Vendor

Physio-Control \$5,186.04

PO Box 97006

Redmond, WA 98073

800-442-1142

BUDGET IMPACT

<i>Expenditure</i>		<i>Budgeted Amount</i>	
<i>Required:</i>	<i>\$5,186.04</i>	<i>Capital Outlay</i>	<i>\$77,440</i>
<i>Total available in</i>		<i>Balance in account</i>	
<i>Capital Outlay</i>	<i>\$77,440</i>	<i>After expenditure</i>	<i>\$72,253.96</i>

Purpose for Purchase: 3 AED units with protective cases to equip chief vehicles. Currently only one vehicle has a unit for defibrillation (LP 12). No spare units exist to transfer to these vehicles. Quote is \$86.04 over budgeted line item. See attached quote.

Recommendation: I recommend that we purchase 3 AED units for 4384, 4385 and 4386. These units are commensurate with our AEDs purchased in the past, and are fully compatible with our ALS monitors.

Bids received by: Lt. Brian Heuer

Approved by: David Coombs, EMS Chief

Date: 07/27/2017



Physio-Control, Inc
11811 Willows Road NE
P.O. Box 97006
Redmond, WA 98073-9706 U.S.A.
www.physio-control.com
tel 800.442.1142
Sales Order fax 800.732.0956
Service Plan fax 800.772.3340

To	SCAPPOOSE FIRE DISTRICT Attn: Brian Heuer 52751 COLUMBIA RIVER HWY SCAPPOOSE, OR 97056 5035435026 bheuer@srfd.us	Quote Number	00089099
		Revision #	1
		Created Date	7/27/2017
		Sales Consultant	Todd Long (916) 233-9115
		FOB	Destination
		Terms	All quotes subject to credit approval and the following terms and conditions
		NET Terms	NET 30
Contract	NASPO #SW300 v2	Expiration Date	10/25/2017

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
11260-000015	LIFEPAK CR Plus Hard shell carry case	3.00	265.00	-60.67	204.33	612.99
80403-000148	LIFEPAK CR Plus AED Kit Semi-automatic AHA voice prompt INCLUDES: 2PR QUIK-PAK PACING/DEFIBRILLATION/ECG ELECTRODES WITH REDI-PAK PRECONNECT SYSTEM, 1 CHARGE PAK, 1 AMBU MASK , 1 SOFT CARRY CASE AND 1 INSTALLED PROTOCOL CARD. COMPATIBLE WITH INFANT/CHILD REDUCED ENERGY DEFIBRILLATION ELECTRODES. 8YR WARRANTY.	3.00	2,195.00	-670.65	1,524.35	4,573.05

Subtotal	USD 5,186.04
Estimated Tax	USD 0.00
Estimated Shipping & Handling	USD 0.00

Tax will be calculated at time of invoice and is based on the Ship To location where product will be shipped.

Grand Total	USD 5,186.04
-------------	--------------

Pricing Summary Totals	
List Price Total	USD 7,380.00
Total Contract Discounts Amount	USD -2,193.96
Total Discount	USD 0.00
Trade In Discounts	USD 0.00

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT - CITY OF SCAPPOOSE
INTERGOVERNMENTAL AGREEMENT
FIRE, LIFE, AND SAFETY PLAN REVIEW SERVICES AND INSPECTIONS

PARTIES

This Agreement is entered into by and between the Scappoose Rural Fire Protection District, organized pursuant to ORS 478, hereinafter referred to as "S.R.F.D." and the City of Scappoose, a municipal corporation of the State of Oregon, hereinafter referred to as "Scappoose".

RECITALS

WHEREAS, by the authority granted in ORS 190.010, a local government may enter into an intergovernmental agreement with another local government to perform any and all functions that a party to the agreement, its officers or agencies, have the authority to perform; and

WHEREAS, Scappoose desires to employ the services of S.R.F.D. to provide Fire, Life, and Safety plan review and inspection services for review of compliance with applicable Fire, Life, Safety Codes; and

WHEREAS, Scappoose desires to provide a high level of professional and technical services at a cost less than the fees paid to Scappoose by permit applicants; and

WHEREAS, Scappoose wishes to contract with an organization directed by persons having experience and knowledge in the interpretation and application of regulations providing for protection of the public; and

WHEREAS, S.R.F.D. supervisors and managers are credentialed, have regulatory plan review and building inspection experience and otherwise meet Scappoose's criteria; and

WHEREAS, S.R.F.D. is able to provide the services Scappoose is seeking and is willing to enter into this Agreement to provide Fire, Life, and Safety plan review and inspection services to Scappoose in accordance with and limited to the provisions set forth in this Agreement.

AGREEMENT

In consideration of the promises and mutual covenants and agreements herein contained, it is agreed between the parties as follows:

- 1) **Effective Date.** This Agreement is effective on the last date signed by the parties, below.
- 2) **Completion Date.** This Agreement shall continue until June 30th , 2019, or until such other date as is mutually agreed upon by the Parties in writing, and shall automatically renew every year thereafter on July 1st unless terminated by either party pursuant to Paragraph 7 of this Agreement.

3) S.R.F.D. Services. S.R.F.D. agrees to provide services as follows:

- a) Fire, Life, and Safety plan review services of complete plans deemed by Scappoose to be of normal or unusual complexity for multi-family residential, mixed use, and non-residential buildings, not to include single family residential: complete initial plan review in less than ninety (90) business days.
- b) Fire, Life, and Safety inspection services, to supplement Scappoose Staff upon request of Scappoose, to determine compliance with approved plans and Scappoose adopted Oregon State Building Codes. The service goal is to perform such inspections within 48 hours of request by Scappoose and provide an inspection record to the applicant and Scappoose.

Notwithstanding the service goals outlined above, S.R.F.D. reserves the right to prioritize its own building inspection and plan review work over Scappoose plan review and building inspection service requests.

4) Consideration. Compensation shall be at the following rates:

- a) Commercial and mixed use plan review: 75% of the Fire Life Safety Review fees collected by Scappoose.
- b) All inspections: \$100.00 billed in half-hour increments.

S.R.F.D. shall submit, after the first business day of each month, the invoice for plan review and inspections performed during the prior month. Payment of invoiced and approved items shall be mailed to Scappoose within forty-five (45) days after the date of the invoice. Payments not made within the above time frame shall, when paid, be increased one and one-half percent per month, or any portion of a month, for each month the payment is delayed.

5) Compliance with Codes and Standards. It shall be S.R.F.D. responsibility to determine compliance with all applicable Fire, Life, & Safety laws and codes, and with other applicable Federal, State and local acts, statutes, ordinances, regulations, provisions and rules. In the event of any discrepancy in the code, the Scappoose Building Official will have final determination. It is the property owners' or the occupant's sole responsibility to meet or exceed all laws, codes, and standards. S.R.F.D. is not responsible for any liability resulting from non-compliance.

6) Contract Representatives. Contract representatives for this Agreement are the following:

- a) For S.R.F.D.:

Michael Greisen, Fire Chief
52751 Columbia River Hwy.
PO Box 625
Scappoose, OR 97056

- b) For Scappoose:

Michael Sykes, City Manager
City of Scappoose
33568 E. Columbia Avenue
Scappoose, OR 97056

All correspondence shall be sent to the above addresses when written notification is necessary. Representatives of the parties to this Agreement can be changed or substituted by either party providing written notice to the other party at the provided addresses.

- 7) Termination. This Agreement may be terminated by either party upon thirty (30) days written notice to the other party. In the event S.R.F.D fails to substantially perform the work in a manner satisfactory to Scappoose, or Scappoose fails to make timely payments for work invoiced by S.R.F.D., this Agreement may be terminated immediately and all costs incurred and fees earned by S.R.F.D. prior to the termination date shall be paid by Scappoose to S.R.F.D.
- 8) Amendments. All amendments to this Agreement shall be in writing and signed by both parties.
- 9) Independent Contractor. S.R.F.D. is hereby engaged as an independent contractor, and will be so deemed for purposes of this Agreement and any applicable laws, regulations or policies relating to contracting or employment.
- 10) Non-Assignment. S.R.F.D. shall not assign, subcontract, or delegate the responsibility for providing the services outlined in this Agreement to any other person, firm or corporation without the express written consent of Scappoose.
- 11) Reports. Upon the request of Scappoose, S.R.F.D. shall, within a reasonable time, provide a written report on the progress of and information related to the work outlined in this Agreement.
- 12) Hold-Harmless. Subject at all times to the tort claim limitations in Oregon Tort Claims Act and the Oregon Constitution, both parties agree to indemnify and hold harmless each other and their respective officers, agents and employees from and against all third party claims, suits, actions, damages, cost, losses, and expenses attributable solely and exclusively to acts or omissions of the indemnifying party. The indemnification and hold harmless duties under this section shall survive the termination of this agreement. The parties further agree to fully waive any claims, suits, actions, damages, cost, losses and expenses against each other which result from, arise out of, or are connected to their respective obligations under this agreement
- 13) S.R.F.D Not Agent of Scappoose. It is agreed by and between the parties that S.R.F.D. is not carrying out a function on behalf of Scappoose, and Scappoose does not have the right or direction or control of the manner in which S.R.F.D. delivers services under this Agreement and does not exercise any control over the activities of S.R.F.D. Any questions regarding policy implementation or determination shall be addressed by Scappoose. The employees of each respective party shall remain the employees of their hiring-employer and shall not be imputed to be performing work on behalf of the party who is not the hiring-employer
- 14) Non-Discrimination. S.R.F.D. agrees that no person shall, on the grounds of race, color, creed, national origin, sex, marital status, handicap or age, suffer discrimination in the performance of this Agreement.

- 15) Non-Appropriation. In the event sufficient funds shall not be appropriated for the payment of consideration required to be paid under this Agreement, and if Scappoose has no funds legally available for consideration from other sources, then Scappoose may terminate this Agreement pursuant to Section 7 of this Agreement. S.R.F.D. may, pursuant to Paragraph 7, terminate this Agreement at any time that funds are not appropriated by Scappoose for compensation to S.R.F.D., and in such event S.R.F.D. may immediately cease its performance of its obligations under this Agreement.
- 16) Legal Fees. In the event any action, suit or proceeding, including any appeals therefrom, is brought for failure to observe or perform any of the terms of this Agreement, each party shall be responsible for its own attorney's fees, expenses, costs and disbursements for said action, suit, proceeding or appeal.
- 17) Non-Waiver. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver of that or any other provision of this Agreement.
- 18) Time of the Essence. The parties agree that time is of the essence in this Agreement.
- 19) Choice of Law. This Agreement shall be governed by the laws of the State of Oregon.
- 20) Venue. Venue relating to this Agreement shall be in the circuit court of the State of Oregon for Columbia County, located in St. Helens, Oregon.
- 21) Severability. If any provision of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remainder of this Agreement.
- 22) Entire Agreement. This Agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written, regarding this Agreement that are not contained within the terms of this Agreement. Scappoose, by signature of its authorized representatives below, hereby acknowledges that it has reviewed, understands and agrees to the terms and conditions of this Agreement. S.R.F.D., by signature of its authorized representatives below, hereby acknowledges that it has reviewed, understands and agrees to the terms and conditions of this Agreement.

DATED this _____ day of _____, 2017

SCAPPOOSE RURAL FIRE DISTRICT

Fire Chief, Michael Greisen

(board member)

(board member)

Approved as to Form:

CITY OF SCAPPOOSE

Mayor

City Recorder

Approved as to Form:

City Attorney

2017 Oregon Fire Service Conference

Hosted by Oregon Fire District Directors Association

October 26-28

Ashland Hills Hotel & Suites • Ashland, Oregon

*A focus on working together within the Fire Service
to keep Oregon communities safe and supported*



© Jeffrey McFarland

Thank you to our Title Conference Sponsor
Special Districts Insurance Services
Administered by SDAO

S | D | I | S
SPECIAL DISTRICTS
INSURANCE SERVICES

Register today at ofdda.com/registration

SCHEDULE OF EVENTS



PRE-CONFERENCE:

Wednesday, October 25, 2017

- 1:00 - Rogue Valley Winery Tour!
5:00 pm Preregistration required. See page 6 for details.

CONFERENCE BEGINS: Thursday, October 26, 2017

- 6:30 am Complimentary breakfast provided for Ashland Hills Hotel & Suites hotel guests
7:00 am Registration desk opens. Silent auction begins.
8:15 am Opening Ceremonies & Memorial Service
9:00 am Keynote Session: Lessons from the Pacific Crest Trail | Bob Welch
9:45 am Break
10:00 am Concurrent Sessions:
 - Communicating to Win Ballot Measures | Liz Loomis, Liz Loomis Public Affairs
 - Your Role in Emergency Preparedness | John Karns, City of Ashland
Noon Lunch
1:00 pm Legislative Update | Genoa Ingram, OFDDA and Nicole Palmateer Hazelbaker, OFCA
1:30 pm Industry Updates
2:15 pm Hot Topics in the Fire Service | SDAO Staff
3:30 pm Break
3:45 pm Concurrent Sessions:
 - OFDDA Business Meeting
 - Volunteer Recruitment and Retention

OFDDA Budget Workshop directly following Business Meeting. *The proposed budget will be posted on the OFDDA website.*

Join Us For Vendor Appreciation Night!

Network with conference exhibitors and colleagues while enjoying delicious hors d'oeuvres and an entertaining evening of BINGO with prizes galore.

Friday, October 27, 2017

- 6:30 am Complimentary breakfast provided for Ashland Hills Hotel & Suites hotel guests
7:00 am Registration desk opens
8:15 am Concurrent Sessions:
 - Charleston 9: Part 1 of 2 | Dr. David Griffin, On a Mission, LLC
 - Budding Complications: How Marijuana is Changing the Workplace, Kyle T. Abraham, Barran Liebman, LLP
9:45 am Break
10:00 am Concurrent Sessions:
 - Charleston 9: Part 2 of 2 | Dr. David Griffin, On a Mission, LLC
 - The Do's and Don'ts of Oregon Govt. Ethics Law | Tammy Hedrick, Oregon Government Ethics Commission
Noon Lunch

- 1:00 pm Concurrent Sessions:
 - Motivation or Inspiration | Dr. David Griffin, On a Mission, LLC
 - Ten Board Member Duties | Christy K. Monson, Local Govt. Law Group
3:00 pm Break
3:15 pm Concurrent Sessions:
 - ACTION: 9 Missions for Personal and Professional Growth | Dr. David Griffin, On a Mission, LLC
 - OFDDA 2nd Business Meeting and Elections

Saturday, October 28, 2017

- 6:30 am Complimentary breakfast provided for Ashland Hills Hotel & Suites hotel guests
7:00 am Registration desk opens
8:15 am Concurrent Sessions:
 - Stress First Aid, Part 1 of 2 | Chaplain Jim Fields
 - How to Chair a Meeting | Christy K. Monson, Local Govt. Law Group
9:45 am Break. Silent auction ends.
10:00 am Concurrent Sessions:
 - Stress First Aid, Part 2 of 2 | Chaplain Jim Fields
 - Meeting ISO Requirements | Stephanie Ruscansky, CFPS, ISO/Verisk Community Hazard Mitigation and David Hyland, ISO
Noon Conference program concludes. Safe travels!

CANCELLATIONS

All cancellations and refund requests must be made in writing via fax, email, or mail. Cancellations received by October 6, 2017, are fully refundable. Cancellations received on October 7, 2017, or later are non-refundable; however, substitutions are encouraged and incur no additional fees.

CONFERENCE LODGING

Book your room today at the Ashland Hills Hotel & Suites located at 2525 Ashland Street in Ashland, Oregon.

Individuals will make their own reservations by calling the hotel directly at **541-482-8310** or **855-482-8310**. To receive your discounted room rate, be sure to indicate you are making a reservation in the **2017 OFDDA Conference room block**.

Special rates from \$110 to \$115 plus taxes/fees for single and double occupancy. Please add \$10 per additional person.

Ashland Hills Hotel & Suites hotel guests get to enjoy complimentary continental breakfast and Wi-Fi. Amenities include a complimentary shuttle to downtown Ashland.

Rooms rates are based on availability and subject to change. Reservations must be received by Friday, September 29, 2017, to receive the group rate.

HONORING THE PAST AS WE SHAPE THE FUTURE



You are invited to the 2017 Oregon Fire Service Conference in beautiful Ashland, Oregon!

Register online at ofdda.com/registration

PRESENTATION DETAILS

THURSDAY, OCTOBER 26, 2017

9:00 am **Keynote Session**

- **Lessons from the Pacific Crest Trail | Bob Welch**
Author/adventurer Bob Welch shares six lessons from his 452-mile, 28-day hike on the Oregon section of the Pacific Crest Trail. Whether applied to work or life in general, the lessons promise to inspire as Welch shares heart, humor and an appreciation for those who give to something greater than themselves.

10:00 am **Concurrent Sessions**

- **Communicating to Win Ballot Measures | Liz Loomis, Liz Loomis Public Affairs**
A recovering economy and polarized electorate makes it harder than ever to pass levy and bond measures that will increase taxes. But how do we provide life-saving emergency services without the funding we need to succeed? This training teaches fire districts three steps to winning ballot measures: project assessment, effective messaging, and developing a strategic communications plan. The training identifies the most cost-effective ways to communicate with taxpayers and provides examples of projects that work. There also will be an open discussion period so participants can ask questions about their upcoming ballot measure to a strategic communications professional.
- **Your Role in Emergency Preparedness | John Karns, City of Ashland**
What you do to assist your staff in being better prepared for an emergency at work as well as at home is critical. Will your staff be positioned to come to work and help your jurisdiction recover, or will they be preoccupied with stabilizing their own home and family? We will cover strategies for better preparing your workforce.

1:00 pm **Group Session**

- **Legislative Update | Genoa Ingram, OFDDA and Nicole Palmateer Hazelbaker, OFCA**
The current and future state of Oregon's legislative issues relating to the fire service will be addressed during this interesting and informative session.

1:30 pm **Group Session**

- **Industry Updates**

2:15 pm **Group Session**

- **Hot Topics in the Fire Service | George Dunkel, Jason Jantzi, and Spencer Rockwell, SDAO**
SDAO staff will present this year's top ten concerns for district directors. These items cover a wide variety of issues such as how the SDIS pool is different from a traditional insurance company and what that means for your district, what resources are available from SDAO, and how to handle personnel issues. Perennial favorites will be covered, including: can our district fly a drone legally, what to do with children visiting the fire station, and the importance of documenting performance. This open discussion is designed to assist board members in making decisions that will keep their district running smoothly.

3:45 pm **Concurrent Sessions**

- **OFDDA Business Meeting**
*Note: The **OFDDA Budget Workshop** directly follows the Business Meeting. The proposed budget will be posted on the OFDDA website.*
- **Volunteer Recruitment and Retention | Matt Aalto, Tad Buckingham, and Jennifer Motherway, Oregon Fire Recruitment Network**
Oregon Fire Recruitment Network presents a comprehensive recruitment and retention strategy. Round table discussions will focus on gaps in implementation and how to improve upon current plans and efforts. Additionally, common problems among agencies will be discussed with solutions that matter to your department!

Join Us For Vendor Appreciation Night!

Network with exhibitors and colleagues while noshing on local food and beverages and enjoying an entertaining evening of BINGO with prizes galore.

FRIDAY, OCTOBER 27, 2017

8:15 am **Concurrent Sessions**

- **In Honor of the Charleston 9: A Study of Change Following Tragedy, Part 1 of 2 | Dr. David Griffin, On a Mission, LLC**
On June 18, 2007, nine firefighters perished in a furniture warehouse fire in Charleston, South Carolina. The engineer of the first-arriving engine, David, relates how this experience has changed education and training on a national level. David gives a riveting account of what he witnessed that day and the crisis that ensued in the fire service and his personal life as well.

Also included in this powerful program is David's doctoral research on organizational crisis and how an organization can utilize organizational learning to improve upon crisis. Attendees will share in not only the pain of this occurrence, but also the triumph reflected in changes in numerous aspects of organizational culture. This program has been presented to over 200 organizations internationally, including private industry, public service, for-profit, and non-profit organizations. While this is a course regarding a fire service event, it is relatable to all organizations.
- **Budding Complications: How Marijuana is Changing the Workplace | Kyle T. Abraham, Barran Liebman, LLP**
Voters in Oregon have initiated dramatic changes in public policies and laws on the use of marijuana. As a result of those changes, employers face conflicting pressures — from the federal government, state governments and regulators, as well as from the communities from which they draw their employees and customers. How an employer should respond to the challenges of changing marijuana laws will depend on the workplace culture, safety concerns, and other factors. Be sure to join Kyle as he leads an interactive discussion about what is legally required, what is legally permissible, how to document impairment, and what we can prove from drug testing. Attendees will gain valuable knowledge to strategically respond to the changes in the workplace due to state marijuana laws.

10:00 am **Concurrent Sessions**

- **Charleston 9: Part 2 of 2 | Dr. David Griffin, On a Mission, LLC**
- **The Do's and Don'ts of Oregon Government Ethics Laws | Tammy Hedrick, Oregon Government Ethics Commission**
Oregon Government Ethics (OGE) laws prohibit public officials from using office for financial gain and require public disclosure of economic conflict of interest. This presentation will provide education and direction regarding Oregon Government Ethics law located in Chapter 244 and explain how provisions in ORS 244 may apply to duties performed as a "public official" and how those same provisions affect your relatives, members of your household and any business with which you are associated. For more information about the Oregon Government Ethics Commission, visit www.oregon.gov/ogec.

Register online at
ofdda.com/registration


Prefer pen & paper?
See Page 7


Call 800-223-9708
for assistance


Remember to
bring a donation for
the silent auction!

Proceeds from
the silent auction
help fund the
scholarship program

1:00 pm **Concurrent Sessions**

- **Motivation or Inspiration? | Dr. David Griffin, On a Mission, LLC**
Ask yourself this: Are you motivated or inspired to do the work that you've been called to do? Do you motivate or inspire your colleagues? More importantly, which one will allow you to be a better professional, mother, father, brother, sister, son, or daughter? The choice is yours when you arise every morning. You can motivate yourself to do your work or you can be inspired to be the best at everything you do with passion that burns steady in your bones each and every day. Do you have this passion for your chosen profession? Let us re-energize you and your organization with this powerful program.
- **Top Ten Board Member Duties | Christy K. Monson, Local Government Law Group**
Running for office is exciting. Staying in office is hard work. And becoming a vital, helpful, knowledgeable district team-member is an art. The most important thing you can do as a board member is know what your job and responsibilities are and are not. Christy will explain in plain language your top ten responsibilities to your community, the fire service, your board, your staff—as well as to yourself and your family.

3:15 pm **Concurrent Sessions**

- **ACTION: 9 Missions for Personal and Professional Growth | Dr. David Griffin, On a Mission, LLC**
We always hear people saying what they're going to do to be successful. They have these elaborate plans that they've been talking about for years but never act on them due to fear of failure or lack of motivation. Basically, talking about making the necessary evolution to be successful will not make you successful. However, taking ACTION with a plan, will.

So, how does one develop this plan? Attend this session to learn the nine missions you can embark upon to embrace the changing nature of the environment in which you work. These nine missions will challenge the attendee to perform certain tasks that they may shy away from due to a fear of failure or resistance to change. During the course, attendees will utilize interactive classroom discussions as well as team building drills to make significant changes both personally and professionally.
- **OFDDA 2nd Business Meeting**

SATURDAY, OCTOBER 28, 2017

8:15 am **Concurrent Sessions**

- **Stress First Aid (Part 1 of 2) | Chaplain Jim Fields**
Stress First Aid is a peer support flexible multi-step process for the timely assessment and pre-clinical care of stress reactions or injuries in individuals or units with the goals to preserve life, prevent further harm, and promote recovery.
- **How to Chair a Meeting | Christy K. Monson, Local Government Law Group**
Chairing a meeting is both a science and an art. Come to this session to learn how a good Chair can be one of the strongest assets your fire district—and your community—has. Learn these skills before your Board experiences major conflict and you will be ready to face any tough issue that may come your way.

10:00 am **Concurrent Sessions**

- **Stress First Aid (Part 2 of 2) | Chaplain Jim Fields**
- **Meeting ISO Requirements | Stephanie Ruscansky, CFPS, ISO/Verisk Community Hazard Mitigation and David Hyland, ISO**
Insurance Services Office (ISO) issues ratings to communities throughout the country based on the effectiveness of their fire protection services and equipment. The ISO rating is a numerical grading system and is one of the primary elements used by the insurance industry to develop premium rates for residential and commercial businesses. This presentation is designed to provide attendees with information needed to aid in the preparation of an ISO survey, based on the revised Fire Suppression Rating Schedule, and focusing on facilities, equipment, training, fire prevention, public safety education and fire investigation activities.

All cancellations and refund requests must be made in writing via fax, email, or mail. Cancellations received by October 6, 2017, are fully refundable. Cancellations received on October 7, 2017, or later are non-refundable; however, substitutions are encouraged and incur no additional fees.

Continued on Page 14

2017 OREGON FIRE SERVICE CONFERENCE

ROGUE VALLEY WINERY TOUR

Wednesday, October 25, 2017

1 p.m. to 5 p.m.

Conference attendees and guests are invited to join us for an afternoon wine tasting tour. Kick off the 2017 Oregon Fire Service Conference on a high note by reconnecting with colleagues and making new friends.

The \$59 registration fee includes transportation, tasting fees, and snacks for one participant. The fee, which is our actual expense for the event, does not include gratuity for the experienced and knowledgeable driver or servers. Please plan accordingly.

The bus will depart the Ashland Hills Hotel and Suites at 1 p.m. and return participants to the hotel at 5 p.m. following an afternoon of fun and fellowship. Sit back and relax as the Wine Hopper Tours bus transports you to three local wineries. Possible stops include 2 Hawk Winery, EdenVale Winery, Weisinger Winery, and DANCIN Vineyards.

To register, submit your completed form and check made payable to OFDDA, 1284 Court St NE, Salem, OR 97301 by Friday, October 20, 2017. Contact us at 503-378-0896 to pay by credit card; a 4% merchant fee will be applied to the total transaction.

NAME: _____ SPOUSE/GUEST NAME: _____

ORGANIZATION: _____

PHONE: _____ EMAIL: _____

OREGON LAW PROHIBITS ANYONE, EXCEPT A PARENT OR LEGAL GUARDIAN, FROM PROVIDING ALCOHOL TO A MINOR OR JUVENILE. A minor is any person under the age of 21 and a juvenile is any person under the age of 18. Parents or guardians may legally provide alcohol to their minor child or ward and only in a private residence when accompanying their minor child. A parent cannot transfer this responsibility to another adult or provide alcohol in a public place. If you allow your property and/or home to be used for a party where minors, other than your minor child(ren), consume alcohol in your presence, you may have to forfeit property and may be issued a criminal citation.

CODE OF CONDUCT ON WINE HOPPER TOURS: No outside alcohol is to be consumed at our wineries. No alcohol can be consumed on the vehicle. Anyone who appears intoxicated will be asked to leave the tour. Excessively loud, boisterous, and offensive behavior will result in the tour being canceled.

CANCELLATION POLICY: To receive a refund your written cancellation must be received by noon on Friday, October 20. We regret that we will be unable to honor refunds after that date regardless of circumstances.

Register early — space is limited!



2017 OREGON FIRE SERVICE CONFERENCE

Hosted by Oregon Fire District Directors Association

CONFERENCE REGISTRATION FORM

Register online at www.ofdda.com, fax your completed form to 503-364-9919, or email it to laureal@ofdda.com.

NAME: _____ TITLE: _____

AGENCY/DISTRICT: _____

MAILING ADDRESS: _____

PHONE: _____ FAX: _____ CELL: _____

EMAIL: _____

REGISTRATION FEE

on or before 10/06

after 10/06

Member*: Full-Conference Registration	<input type="checkbox"/> \$309.00	<input type="checkbox"/> \$359.00
Member*: Single-Day Registration	<input type="checkbox"/> \$135.00	<input type="checkbox"/> \$160.00 Day(s): _____
Nonmember: Full-Conference Registration	<input type="checkbox"/> \$359.00	<input type="checkbox"/> \$409.00
Nonmember: Single-Day Registration	<input type="checkbox"/> \$160.00	<input type="checkbox"/> \$185.00 Day(s): _____


**Remember to
bring a donation for
the silent auction!**
*Proceeds help fund the
scholarship program.*

*Member price applies to any personnel who serve or are employed by an agency that is a current member of OFDDA.
Please call the OFDDA Office at 800-223-9708 if you need to confirm membership.

Full-conference registration includes Thursday and Friday lunches, daily refreshments and Vendor Night appetizers for one individual. Guest lunch(es) may be purchased separately.

GUEST MEALS

I will need _____ guest lunches at \$25 each = \$ _____

CONFERENCE EXPENSES

Registration Fee: _____

Guest Meals: _____

TOTAL DUE: _____

PAYMENT OPTIONS (select one): ☐ Check enclosed ☐ Bill agency listed above ☐ Send me a credit card authorization form

BREAKOUT SESSION SELECTIONS (Please indicate all sessions you plan to attend)

THURSDAY, OCTOBER 26—I will be attending:

10:00 AM ☐ Communicating to Win Ballot Measures -OR- ☐ Your Role in Emergency Preparedness
3:45 PM ☐ OFDDA Business Meeting followed by OFDDA Budget Workshop -OR- ☐ Volunteer Recruitment and Retention
Evening ☐ Vendor Appreciation Night, BINGO, and Prizes -OR- ☐ Not Attending

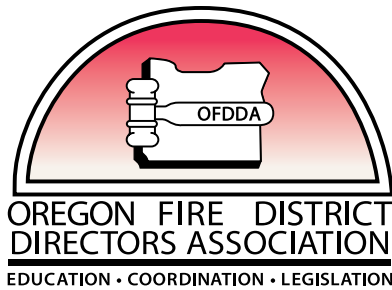
FRIDAY, OCTOBER 27—I will be attending:

8:15 AM ☐ Charleston 9 (Part 1) -OR- ☐ Budding Complications (Marijuana in the Workplace)
10:00 AM ☐ Charleston 9 (Part 2) -OR- ☐ The Do's and Don'ts of Oregon Govt. Ethics Law
1:00 PM ☐ Motivation or Inspiration -OR- ☐ Ten Board Member Duties
3:15 PM ☐ 9 Missions for Personal and Professional Growth -OR- ☐ OFDDA Second Business Meeting

SATURDAY, OCTOBER 29—I will be attending:

8:15 AM ☐ Stress First Aid (Part 1) -OR- ☐ How to Chair a Meeting
10:00 AM ☐ Stress First Aid (Part 2) -OR- ☐ Meeting ISO Requirements

All cancellations and refund requests must be made in writing via fax, email, or mail. Cancellations received by **October 6, 2017**, are fully refundable. Cancellations received on October 7, 2017, or later are non-refundable; however, substitutions are encouraged and incur no additional fees.



OFDDA BOARD APPLICATION

Fax your completed form to 503-364-9919

Elections for the board positions below will be conducted at the 2017 Oregon Fire Service Conference in Ashland, Oregon. Only active members of the Association shall be considered eligible for nomination to an elected position.

Position	Current Board Member
President*	Don Thompson
First Vice President*	Eldon Marcum
Second Vice President*	John Dunn
Director Position #4	Vacant
Director Position #5	Gary Ollerenshaw
Director Position #6	Curtis Hoopes

**Officer positions require a minimum of two years of service as an elected official on the OFDDA Board of Directors.*

For complete information about board nominations and elections, please review Article V of the OFDDA Bylaws as available on the OFDDA website, www.ofdda.com.

NAME: _____

DISTRICT: _____

MAILING ADDRESS: _____

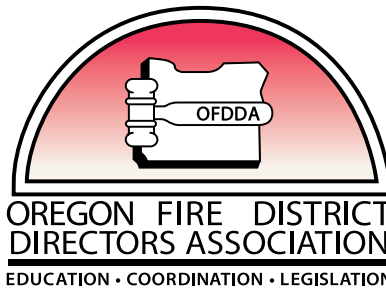
PHONE: _____ FAX: _____ CELL: _____

EMAIL: _____

On a separate sheet of paper, please respond to the following questions:

1. Why are you interested in serving on the OFDDA Board?
2. What is your background and what resources would your background bring to the Board?
3. What issues and solutions do you see in the Oregon fire service?
4. What issues and solutions do you see in the United States fire service?
5. How do you envision OFDDA helping board members of fire districts in the state?

*If you have any questions about this application, please contact
OFDDA Executive Director Genoa Ingram at genoa@ofdda.com or 800-223-9708.*



2017 OREGON FIRE SERVICE CONFERENCE SCHOLARSHIP APPLICATION

The 2017 Oregon Fire Service Conference scholarship covers one conference registration fee for conference events, two lunches, vendor night refreshments and conference breaks. Lodging is the responsibility of the attendee. Up to five scholarships may be awarded.

Submit your completed scholarship application to the OFDDA office by **September 29, 2017**.

MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: jessica@ofdda.com

Scholarship awards will be made by October 7, 2016. Scholarship applicants will be notified via phone or email of their application status.

APPLICANT NAME: _____

DISTRICT/DEPARTMENT: _____

APPLICANT'S POSITION WITHIN DISTRICT/DEPARTMENT (e.g. board member, chief officer, etc.):

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

Is your district currently a member of OFDDA? ☐ Yes ☐ No ☐ Don't Know

Have you or a member of your district previously attended the Oregon Fire Service Conference?

☐ Yes ☐ No ☐ Don't Know

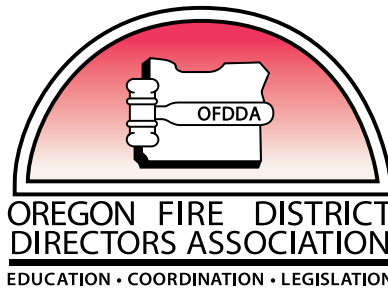
Are any other representatives from your district/department planning to attend this year's Oregon Fire Service Conference? ☐ Yes (# attending _____) ☐ No ☐ Don't Know

Number of career staff positions in your district/department _____

Number of volunteer staff positions in district/department _____

District/Department budget for current fiscal year _____

*If you have any questions about this application, please contact
Jessica Carpenter at jessica@ofdda.com or 800-223-9708.*



OREGON FIRE DISTRICT DIRECTORS ASSOCIATION FIRE DIRECTOR 20-30-40-50 YEAR SERVICE AWARD

The Oregon Fire District Directors Association honors fire district directors with 20, 30, 40, 50, or more years of service as a director to their member OFDDA fire district. During this year's Oregon Fire Service Conference, eligible directors will be recognized and receive a special commemorative lapel pin.

The signature below certifies that _____
(name)

has served _____
(district name)

as a fire director for ☐ 20 ☐ 30 ☐ 40 ☐ 50 ☐ Other: _____ years.

(Must be a period of 20 or more years.)

SIGNED:

Name Title Date

Please provide a mailing address for the nominee below. A lapel pin will be mailed to recipients who are unable to attend the conference.

MAILING ADDRESS: _____

To ensure recognition of service at this year's conference, submit your service award application to the OFDDA office by **October 13, 2017**.

MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: laureal@ofdda.com

*If you have any questions about this application, please contact
Laureal Williams at laureal@ofdda.com or 800-223-9708.*



OREGON FIRE DISTRICT DIRECTORS ASSOCIATION DISTRICT OF THE YEAR NOMINATION FORM

The purpose of the OFDDA District of the Year award is:

- To provide a means of sharing information, innovative ideas and the variety of activities taking place throughout the state of Oregon.
- To give recognition to those in the fire service who have demonstrated progressive achievement.
- To benefit all fire districts, regardless of size, location, budget, or number of personnel.

Districts can be nominated by anyone (even themselves) for this recognition. Examples of activities or accomplishments qualifying for special recognition include but are not limited to innovative programs (community outreach or public education campaigns), successfully handling difficult situations (budget crises or personnel losses), successful recruitment/retention/recognition campaigns, etc.

The nominated district must be a member of OFDDA to be eligible to receive the District of the Year Award. Contact the OFDDA office at 800-223-9708 if you are uncertain about the nominee's membership status.

NOMINATED DISTRICT'S NAME: _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

To complete this nomination, please attach a brief description (no more than 200 words) of the program, activity, or other actions which you believe qualify the district for special recognition.

Submitter's Contact Information *(for contact purposes only—will not be published or announced):*

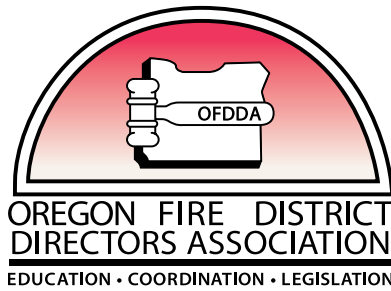
Name: _____

Email: _____ **Phone:** _____

Return your completed nomination form and supporting documentation to the OFDDA office by **October 13, 2017.**

MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: lisa@ofdda.com

*If you have any questions about this application, please contact
Lisa Van at lisa@ofdda.com or 800-223-9708.*



2017 OREGON FIRE SERVICE CONFERENCE MEMORIAL SERVICE APPLICATION FORM

In memory of deceased Oregon fire service members, the Oregon Fire District Directors Association conducts a memorial service at the commencement of the Oregon Fire Service Conference every year. Any deceased Oregon fire personnel may be memorialized. Please complete the application and provide the information requested below for any individual you wish to include in the memorial program. Please note, all submissions for the memorial program must be sponsored by an Oregon fire service organization.

DATE OF APPLICATION: _____

SPONSORING ORGANIZATION: _____

MAILING ADDRESS: _____

NAME TO BE MEMORIALIZED: _____

RANK: _____ **DATES OF SERVICE:** _____

On a separate sheet, please provide details of why the individual is to be memorialized.

General Information

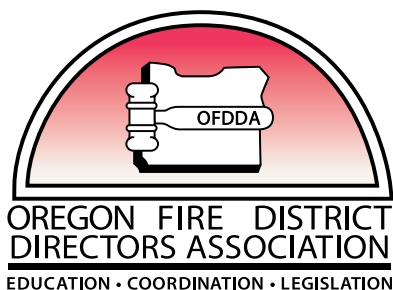
In addition to remembrance at the memorial service, the name of the person being remembered will be inscribed on a brass plate and will be added to the memorial plaque at the Oregon Fire Service Center.

Although not required for the memorial service and subsequent remembrance plaque, donations to the OFDDA Memorial Fund are always welcome. All contributions to the fund will be used to provide and maintain the memorial plaque and for the maintenance and improvement of the Oregon Fire Service Center.

To be included in this year's memorial service at the Oregon Fire Service Conference, return your completed form and supporting documentation to the OFDDA office by **October 13, 2017**.

MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: lisa@ofdda.com

*If you have any questions about this application, please contact
Lisa Van at lisa@ofdda.com or 800-223-9708.*



2017 OREGON FIRE SERVICE CONFERENCE OFDDA BRUCE WILLIAMS SCHOLARSHIP FUND **SCHOLARSHIP APPLICATION**

W. Bruce Williams Scholarship Fund Assists Small Districts

Submit your completed scholarship application to the OFDDA office by **September 29, 2017**.
MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: jessica@ofdda.com

On February 26, 2006, the fire service lost a valued and trusted servant with the passing of Bruce Williams, member of the SDAO Legislative Committee and former OFDDA Board Member. He was 73.

In his memory, Bruce's family and OFDDA the "W. Bruce Williams Scholarship Fund, Honoring our Fire Service Volunteers in Rural Communities". The purpose of the Fund is to provide tuition and expenses for fire district personnel in Oregon so that they may attend conferences and training.

"Bruce was very dedicated to the fire services and he knew how important every fire district was to its community," said Bev Williams, Bruce's wife of 53 years. "He had the opportunity to travel the State of Oregon and meet with several volunteer departments. He knew these districts would benefit if they were able to attend conferences and training sessions, taking back to the departments current information and regulations. Working together in the State makes the fire districts stronger. Bruce would be very pleased to know that under the present guidelines, those districts can and will be represented as their needs arise. Firefighters are special people and this fund will be a life long vision that will be put into place to help those who desire to better their departments."



Bruce Williams

Priority for the award shall include but not be limited to the following criteria:

- Economic needs of the district.
- District has not had the ability to attend previous conferences or training.
- Commitment of the district to utilize the award.

To be eligible, districts must have a total annual assessed valuation in the lower 25 percent of fire districts as determined by the Oregon Department of Revenue.

APPLICANT NAME: _____

DISTRICT: _____

APPLICANT'S POSITION WITHIN THE DISTRICT (e.g. board member, chief, etc.): _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

Is your district currently a member of OFDDA? ☐ Yes ☐ No ☐ Unknown

Indicate number for your district: Career staff positions _____ Volunteer staff _____

District budget for current fiscal year: \$ _____

*If you have any questions about this application, please contact
Jessica Carpenter at jessica@ofdda.com or 800-223-9708.*

ABOUT THE SPEAKERS

KEYNOTE SPEAKER: BOB WELCH

Bob Welch is an associate editor at The Register-Guard in Eugene, the author of 21 books, and a two-time winner of the National Society of Newspaper Columnist's "best column" award. Author Mike Yorkey calls him "the most eclectic writer in America" because he's written everything from children's books to World War II, hiking books to humor. Welch's book "American Nightingale," about the first nurse to die after the landings at Normandy, was an Oregon Book Award finalist and featured on ABC's "Good Morning America." His latest WWII book, "Resolve," has been described as "'Unbroken' meets Robinson Crusoe." He'll be happy to sign books for conference attendees after his speech.

Matt Aalto

Matt served the Stayton Fire District from July of 2011 to June 2016 as the recruitment and retention coordinator. He currently serves as a Firefighter/EMT for Gaston Fire District, assists with recruitment and retention and volunteers at the Sublimity Fire District. Matt earned his Associates Degree in Fire Science from PCC and has a Bachelors in Fire Administration from Eastern Oregon University, along with a Certificate in Leadership Effectiveness from Notre Dame's College of Business. Matt can be reached at 503-932-7875 or aaltotig@aol.com.

Kyle T. Abraham

Kyle Abraham is a labor and employment lawyer with the law firm of Barran Liebman. Kyle exclusively represents employers in dealing with union and employee issues. In his labor practice, he represents public and private sector employers during contract negotiations, interest and grievance arbitrations, unfair labor practices charges, and on representation issues. Kyle also provides advice to employers on the challenges of dealing with employee performance, discipline, and other issues. Prior to joining Barran Liebman, Kyle served on active duty in the Department of the Air Force as a Judge Advocate General (JAG) and represented the Air Force in labor and employment matters around the world. Kyle continues his service as a major in the Oregon Air National Guard.

Tad Buckingham

Tad has been with Forest Grove Fire & Rescue since starting out in 1987 as a resident volunteer. During that time he pursued both his undergraduate and graduate degrees at Pacific University. Since graduating with his doctorate in 1994, Tad is both a full-time professional fire Captain/Paramedic (1996) and a part-time attending physician/lecturer for the various College of Optometry Eye clinics specializing in disease. At Forest Grove Fire & Rescue he works to facilitate a great working and learning environment for both the volunteers and prospective recruits of the combination department. Tad also handles recruitment for Cornelius Fire. Tad can be reached at 503-992-3240 or TBuckingham@forestgrove-or.gov.

George Dunkel

Retired Fire Chief George Dunkel began his Oregon fire service career as a volunteer firefighter with Scappoose Rural Fire District, and was later hired as a career firefighter by Washington County Fire District #1 (now Tualatin Valley Fire & Rescue). As Fire Chief of St. Helens Fire District Chief Dunkel managed the merger of the Rainier Fire District and St. Helens Fire District forming Columbia River Fire & Rescue.

Chief Dunkel currently serves as Chair of the Board of Directors of the Oregon Fire Chiefs Foundation. In addition, he is a recent past Board Member and past Chair of the International Fire Service Training Association (IFSTA) Executive Board and past member and chair of the Special Districts Association of Oregon Board of Directors.

Chief Dunkel is currently working as the Administrator of the Special Districts Association of Oregon (SDAO) Management Consulting Services Program. He has developed many outreach programs, and regularly assists special districts and fire organizations with CEO (Fire Chief) recruitment and hiring as well as consulting on board member roles and responsibilities, risk management, strategic planning, human resource administration and organizational assessment.

Chaplain Jim Fields

Jim has been a First Responding Chaplain for over 12 years. He is currently assigned to Jackson County Sheriff, ECSO (911 dispatch center), and Oregon State Police Southern Command Dispatch Center. He is currently Senior Training Chaplain Rogue Valley Chaplains Association.

He is a Credentialed Master Chaplain with the International Conference of Police Chaplains and is also a Credentialed Master Chaplain with the Federation of Fire Chaplains. He is a Certified Trainer with the International Conference of Police Chaplains.

Chaplain Fields is a:

- Member of Southern Oregon Critical Incident Response Team
- Member of the Oregon State Police Critical Incident Response Team
- Member of the Oregon Chaplain Response Team
- Certified Instructor for Stress First Aid with the Department of Public Safety Standards and Training, State of Oregon
- Retired Pastor, Northwest Yearly Meeting of Friends (Quakers)

Dr. David Griffin

Dr. David Griffin is a Captain in Charleston, South Carolina. He was the operator of the first due engine on June 18, 2007, when nine of his fellow firefighters perished in the line of duty. He has a Bachelor of Science in education from The Citadel, a Master of Science in executive fire service leadership, and a Doctorate of Education in organizational leadership and development. He is the author of the Best Seller *In Honor of The Charleston 9: A Study of Change Following Tragedy* and *ACTION: 9 Missions for Personal and Professional Growth*. David is also an international speaker and instructor, a certified Chief Training Officer and Fire Officer with The Center for Public Safety Excellence, is currently completing the Executive Fire Officer Program at The National Fire Academy, and owner of On A Mission, LLC. You can contact Dr. Griffin at drdavidgriffin.com.

Nicole Palmateer Hazelbaker

Nicole Palmateer Hazelbaker represents Oregon Fire Chiefs Association as well as other entities within the fire service.

David Hyland

David Hyland of ISO began his fire service career as a volunteer/sleeper with Douglas County Fire District No. 2 in 1977. While still employed with the Fire District, David job shared an Assistant Chief position with the City of Sutherlin Fire Department for over 19 years. His primary responsibility was Fire Marshal for the City of Sutherlin.

Additionally, David was an adjunct Fire Science Instructor at Umpqua Community College for over 15 years. David holds a B.S. Degree in Fire Service Administration from Eastern Oregon University, A.S. Degree in Fire Science from Umpqua Community College and completed his Fire Service Administrators Institutes offered by Eastern and Western Oregon Universities. He is also certified as a NFPA Fire Officer IV, ICC Fire Inspector II, NFPA Fire Inspector II, NFPA Instructor II. David currently resides in Sisters, Oregon.

Genoa Ingram

Genoa has over 25 years of experience in all facets of the legislative process, both as legislative staff and as a legislative advocate. She also has extensive experience in association management, having served as Vice President to one of Oregon's largest trade organizations and in her current role as Executive Director to the Oregon Fire District Directors Association. Genoa's previous assignments include implementation of association government affairs programs, including technical support, strategic planning, staff management, and budget oversight. During 2006, Genoa was appointed by Attorney General Hardy Myers to serve as an advisor to the Oregon Law Commission's Work Group on Ethics Reform and assisted in crafting legislation for the 2007 legislation session.

Jason Jantzi

Jason Jantzi is a Risk Management Consultant for Special Districts Association of Oregon (SDAO), where he is the key contact for fire district members. He conducts loss control surveys, assists with safety/liability training programs, and reviews safety programs. Jason assists members with OR-OSHA compliance programs for SDAO and the Oregon School Board Association's Property and Casualty Coverage for Education Pool (PACE).

Jason came to SDAO from OR-OSHA where he was the Public Education Manager and led the section in providing education to Oregon employers seeking to enhance their safety and health programs. Prior to this, Jason was a Senior Safety Compliance Officer in the Portland Field Office of Oregon OSHA where he conducted safety inspections of nearly 800 employers in many industries. Jason utilizes his experiences to provide real-world risk management solutions to employers.

John Karns

Prior to becoming Ashland's Interim City Administrator, he served as the Fire Chief for the City of Ashland, was with the City of Beverly Hills Fire Department for 25 years, and served as firefighter, Fire Captain, Battalion Chief and as Deputy Fire Chief.

Liz Loomis

Liz combines 20+ years of experience in strategic communications, public relations, earned media, government, and grassroots advocacy to achieve the desired outcomes for her clients. She founded Liz Loomis Public Affairs in 1997 to provide strategic communication services for taxpayer-funded entities providing vital public services. Liz moved to Washington State from the "other Washington" in 1995 where she gained experience on Capitol Hill as a special assistant to former New Jersey Senator Robert Torricelli. As a former city councilmember, mayor, and state representative, Liz's communication skills, knowledge of public opinion and voter behavior is actively sought after by organizations dependent on tax revenue.

Christy K. Monson

Christy has focused her legal career on Oregon municipal law and public-entity advocacy. From 2000-2006, Christy served as legal counsel and lobbyist for the League of Oregon Cities. She's assisted Oregon's governments with everything from lobbying to councilor trainings, employment law to annexations. Christy's government clients trust her to understand and explain not only the intricacies of the law, but also any critical political and policy options. Christy has provided training to many governmental associations, such as the Special Districts Association of Oregon, the League of Oregon Cities, the Oregon Association of Municipal Records, the Oregon Association of Water Utilities, and the Oregon Municipal Finance Officers.

Jennifer Motherway

Jennifer joined Columbia River Fire & Rescue and Scappoose Fire District in 2012 and handles the recruitment and retention efforts for both agencies. Columbia River Fire & Rescue serves approximately 200 square miles; St Helens, Columbia City, Deer Island and Rainier reside within its borders. CRF&R operates out of seven stations, providing fire, rescue, and life-saving medical transport services. Scappoose Fire covers Scappoose, Warren and a small part of Portland and operates out of three stations. Jennifer can be reached at 503-397-2990 or motherwayj@crfr.com.

Spencer Rockwell

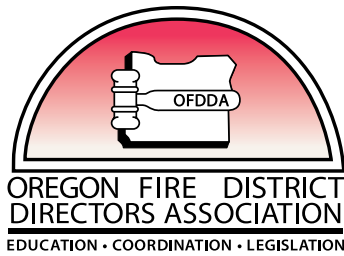
Spencer Rockwell is Assistant General Counsel for Special Districts Association of Oregon (SDAO). His primary role is to advise districts as a part of the pre-loss legal program, providing guidance on any number of legal issues that members face. This frequently involves coordinating with other SDAO departments to provide a comprehensive approach to risk and liability concerns. He also presents trainings and educational opportunities.

Spencer came to SDAO from private practice where he spent more than ten years as a litigation lawyer, advising employers – both public and private – on a number of issues affecting business and employees.

Stephanie Garemore Ruscansky

Stephanie Ruscansky works as a Community Hazard Mitigation Manager for ISO, Insurance Services Office. She has been with ISO since 2004, and she oversees field operations for the Western Region. Stephanie holds a B.A. in Fire Science and Public Safety and an M.S. in Public Safety Management from Saint Joseph's University, Philadelphia. She also holds the Certified Fire Protection Specialist Designation from NFPA. Stephanie currently resides in Beaverton, Oregon.

Join us Thursday for Vendor Appreciation Night. Play BINGO to win prizes!



1284 Court St NE
Salem OR 97301
503-378-0896 or 800-223-9708
FAX: 503-364-9919
www.ofdda.com

Please contact us if you have questions about the conference, need assistance completing forms found in this brochure, or to learn about the many benefits of becoming an OFDDA member.

Executive Director

Genoa Ingram..... genoa@ofdda.com

Support Staff

Jessica Carpenter.....jessica@ofdda.com

Lisa Van.....lisa@ofdda.com

Laureal Williamslaureal@ofdda.com



HONORING THE PAST AS WE SHAPE THE FUTURE

2017 Oregon Fire Service Conference

Hosted by
Oregon Fire District Directors Association

October 26-28
Ashland Hills Hotel & Suites
Ashland, Oregon





Sisters-Camp Sherman Rural Fire Protection District
"Protecting Life and Property through Quality Service"

August 31, 2017

Scappoose Fire Department
Via Email: mgreisen@srfd.us

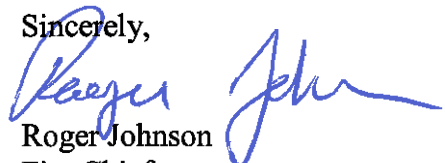
Chief Greisen,

I would like to thank you for your assistance with the Milli Fire which was threatening residents of the Sisters-Camp Sherman Fire District. Seven task forces including personnel from 48 different fire agencies responded to our request for assistance. In total, 1200 residents were issued evacuation notices as the fire advanced toward their homes. I am happy to report that to date not a single home has been damaged by this fire. The skill and professionalism of all responding task forces was unprecedented.

Firefighters conducted structural triage and preparation while they were in Sisters. 369 homes were prepared during the deployment. I received numerous calls and emails from area residents who were impressed with the work your firefighters were performing to triage and prepare their homes. One resident stated this was the fifth major fire that has threatened his home and the personnel assigned were the best he has seen. I also received reports from people who were evacuated from their homes but were able to track the actions of firefighters remotely. Residents were using cell phones connected to their security systems to monitor the firefighter's actions.

While fire season is still going strong in our state I wanted to send a quick note of thanks and let you know how thankful we are that you were willing to help our community. I also wanted to thank all of your personnel who responded for their hard work and professionalism.

Sincerely,


Roger Johnson
Fire Chief



September 2, 2017

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

Dear Shelly,

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

The generous donations of our neighbors and those businesses that we all patronize, in conjunction with all those who attended, donated and bid on auction items, raised over \$6,000! All of those monies will go towards the quarterly Ridge Runner newsletter, the email newslines and supporting other community based activities such as SOLVE, Skyline School and the Grange.

Your donation of the backpack filled with emergency supplies was part of that effort. It fit so well with our NET theme! We thank you very much for being a part of what makes this neighborhood such a special place to live.

Sincerely Laurel Erhardt

SRN Board

Laurel Erhardt, George Sowder, John Eskew, Brad Graff, Suzanne Perra, Rebecca Jenkins, Rachael Brake and Grant Rolette

Skyline Ridge Neighbors

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

501(c)3 Tax ID: EIN: 93-1290279

14416 NW Skyline, Portland OR 97231

503-621-3501

srn@srnpdx.org



AGDZ3C027890A
©AGC, LLC



THANK YOU

Thank you very much
for the group tour during
the busy time.

The students were very
happy to have an opportunity
to see and try the equipments
in your department.

We really appreciated your
accommodation.

Though it is not much, we will
donate \$50 as our thanks.

I hope we can bring another
high school students next year.

Toshiko Morrow