



## SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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### REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, JANUARY 19, 2017, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

**ATTENDANCE:** Board members: D. Grant, D. Graham, A. Krieck and D. Sorenson. Mr. Cairns' absence was excused.

**ALSO PRESENT:** Fire Chief M. Greisen and J. Salisbury

**AUDIENCE:** Ron Schlumpberger, CRFR Board; Lt Anderson, FF Gandara

**CALL TO ORDER:** President Grant called the meeting to order at 7:00 p.m. He noted that this meeting replaces the January 12 meeting cancelled due to weather.

**CONSENT:** President Grant opened discussion on the consent agenda items. Motion made by Mr. Graham to approve the consent agenda as presented. Second by Mr. Krieck. Mr. Sorenson asked whether the property & casualty insurance bill of \$43,600 was the total annual bill, noting that \$52,000 was budgeted for this. Ms. Salisbury said that any future bills would be small and the budget savings would continue to fiscal year end. Mr. Sorenson then asked about the purchase of tire chains. Chief Greisen said these were needed because ours broke on repeated hospital transports over snow and ice. He said the state bid cost for tire chains was about half the retail price. The Dahlgrens' lumber purchase was for training. The Complete Wireless expense was questioned, and Chief Greisen explained that the Complete Wireless expense was for pagers. Mr. Graham questioned \$7,000+ for vehicle repairs from CRFR. Chief Greisen said these bills were for annual services and pump tests.  
Motion carried unanimously.

**CHIEF'S REPORT:** Alarm Report. November had 112 EMS calls and 45 Fire for a total of 157. Chief Greisen said the December and year-end reports are not yet finalized. 2015 had 1,842 calls, compared to about 2,015 calls for 2016, a 9% increase.

November Safety Meeting – The motion sensor on bay door S4 at the main station has not yet been fixed. Lt Anderson said the sensor needs to be moved because now it is near a hose reel and gets water in it. This work requires a low-voltage technician and can get done by the end of the month.

Fire Chief's Report – Chief said we are having trouble getting word docs to save to pdf. In December, fire district personnel were very active with Toy & Joy and Share N Care. Rainier provided toys for 110 families, Scappoose for 190, and St. Helens for 220.

Fire Marshal Report – There were multiple building and driveway inspections, sprinkler & fire alarm tests, plan reviews, and meetings with county and city officials for both CRFR and Scappoose, and diverse other services in December. When the IGA was planned, this role was expected to be 50% of Chief Pricher's position and then grow, but it is taking up all his time right now. Shelly Booth is providing extensive administrative and organizational assistance. Tracking software has been purchased and has been in use for about a month. FF Gandara inspects Scappoose District driveways, and we are training two CRFR staff to do theirs.

Operations – Chief Smythe is working on the ISO review and has been sending information to the reviewer. Scappoose and CRFR will be evaluated in March and April.

Training Chief Report – Chief Marks started November 1<sup>st</sup> and has held two weeks of trainings for the new recruits and is currently working on the volunteers' academy, benefiting both Scappoose and CRFR. Several Burn to Learn houses are in the pipeline.

Emergency Medical Service Report – Chief Coombs was called by CareOregon and asked to setup a community paramedic program. Legacy has also discussed providing funds. Tillamook saw a 9% reduction in hospital readmissions in the first year of their program.

Safety Resource Mgmt Chief – Chief Greisen said that Chief O'Connor has been working on many different projects and is getting to know people and how each district works.

Purchase Proposal: Mr. Sorenson made a motion to approve up to \$24,000 for the purchase of a pre-owned half ton pickup and canopy for a Division Chief. Motion failed for the lack of a second. Chief Greisen discussed Chief O'Connor's research and explained the price authorization range requested. He also discussed the additional equipment needed and the budget allowance. Mr. Sorenson then moved to approve the purchase of a used half ton 4X4 pickup with canopy not to exceed \$27,000. Mr. Graham seconded. CRFR mechanics will conduct a pre-purchase check of any vehicle.

The motion carried unanimously.

Miscellaneous – Chief Greisen discussed the 24 days of wintry weather in December and January and the District's advance purchase and use of chains. Lt Anderson explained we start with the cable chains because they are quick to put on, and move to the much stronger icebreaker chains as needed. Chief Greisen said the 2008 ambulance was towed twice during this weather and is an ongoing problem. It has a large truck tire size with few good tread options. Continental may have a better tire for the District to try next year. In future winter weather, that ambulance will be used primarily as a highway vehicle for hospital transports. The next ambulance purchased will be 4 wheel drive.

- OLD BUSINESS:** Committee Reports & Other Items.
- A. Awards & Incentives Committee – no meeting.
  - B. Management Team Committee – met before the meeting
  - C. Planning Committee – no meeting.

- NEW BUSINESS**
- A. 2015-16 District Audit – Paper copies were handed out and discussion was tabled until the next meeting.
  - B. Whistleblower policy – First reading. This policy was recommended and language was provided by Special Districts. Mr. Sorenson said we should distribute the policy to everyone after passage so that they are aware of it.
  - C. Columbia County Emergency Management IGA – The District has had an IGA since 2007 to help pay for the Emergency Manager Coordinator position. About 15 agencies participate in this. Previously grant funds have helped support this, but the grant is declining each year. This is a 3 year contract and the District's share has increased by about \$1,000. Chief Greisen and the Emergency Manager plan to visit the various utilities and industries to educate them on the need for this. Chief Greisen noted that the County EMC office obtained \$400,000 in FEMA funds for the Columbia River PUD that they would not otherwise have received. Mr. Graham moved to approve the renewal of this IGA, and Mr. Krieck seconded the motion.  
Motion carried unanimously.
  - D. Review board policies – Chief Greisen would like to start with Policies 12, 13 and 14. An email will be sent about this.
  - E. Volunteer coordinator's position – Chief Greisen said the oversight committee met and discussed the end of the volunteer coordinator's grant in January. The committee agreed to recommend having Scappoose Fire help CRFR sustain the position for the remaining 5 months of this fiscal year. Chief O'Connor has experience with volunteer coordinator programs from Forest Grove and will supervise the position. Scappoose Fire will pay CRFR monthly for this arrangement.

Mr. Sorenson said he wants to learn more about what the volunteer coordinator position does. Mr. Schlumpberger said that CRFR discussed possible goals and performance measurement standards for this position. Mr. Krieck noted the high volunteer turnover. Mr. Sorenson and Mr. Grant each said that in their experience there has always been high volunteer turnover. Mr. Grant recommended maintaining the status quo for the rest of the fiscal year and evaluating the progress made during that time. Mr. Sorenson moved approval of \$19,600 toward the volunteer coordinator's position for February through June. Mr. Graham seconded.

Motion carried unanimously.



- F. EMS only positions – Chief Greisen said the District needs two EMTs for the ambulance from 7 pm to 7 am, 12 hours per day, four days on and four off. This will allow the District to run two ambulances at night. Volunteers cannot stay up at night and then function at work the next day. It will take a month of field training to get the new EMTs up to speed.

They will be union employees. Chief will check into a less expensive health insurance plan from our insurance agent for medical only staff. He will also look at hiring part-time so that we do not have to cover health insurance. These details must also be negotiated with the union. The budget has funds to pay these salaries for the rest of the year, and then the increased EMS revenue and local option levy will pay to continue funding the positions. Funds may need to be moved from Contingency in order to cover the cost of health insurance. The District already has a waiting list of medical-only personnel who are interested in part-time work. Mr. Sorenson moved to approve hiring two EMTs and one paramedic for the remaining five months of the fiscal year. Mr. Kriek seconded the motion. Motion carried unanimously.

- G. Budget Officer & Budget Calendar – Mr. Sorenson said that we must send the calendar to the Budget Committee after approval. Other board members agreed. Mr. Sorenson moved approval of the Budget Calendar as submitted with Janine Salisbury as Budget Officer. Mr. Graham seconded the motion.


Motion carried unanimously.

- H. SDAO conference February 10-12 in Portland. Mr. Sorenson will attend Friday and Saturday. Mr. Kriek will not attend. Mr. Graham and Mr. Grant will check their calendars and call with their decisions.

**GOOD OF THE ORDER:** Mr. Grant expressed appreciation of the work done by staff as indicated by the many thank you letters.

**ADJOURNMENT:** Mr. Sorenson moved to close the meeting, Mr. Kriek seconded, and the motion passed unanimously. President Grant adjourned the meeting at 8:30 p.m.

Signed this 9<sup>th</sup> day of February, 2017.



David Grant, President



David Graham, Secretary/Treasurer



# **AGENDA**

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, January 19, 2017, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon. This meeting replaces the January 12 meeting which was cancelled due to weather.

- I. CALL TO ORDER
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
  - A. Minutes from November 10, 2016
  - B. Bills to be approved from December 8, 2016 canceled meeting
  - C. Bills to be approved for January 19, 2017 meeting
  - D. Budget vs. Actual a/o November 30, 2016
  - E. Budget vs Actual a/o December 31, 2016
- IV. CHIEF'S REPORT
  - A. November Alarm Report
  - B. December Alarm Report
  - C. Safety Meeting Minutes
  - D. Fire Prevention/Inspection Reports for November & December
  - E. Fire Chief Reports for November & December
  - F. Fire Marshal Reports for November & December
  - G. Training Chief Reports for November & December
  - H. EMS Chief Reports for November & December
  - I. Operations Chief Reports for November & December
  - J. Safety Resource Mgmt Chief Reports for November & December
  - K. Purchase – Used Pickup
  - L. Miscellaneous
- V. OLD BUSINESS
  - A. Awards & Incentives Committee
  - B. Management Team Committee
  - C. Planning Committee
- VI. NEW BUSINESS
  - A. 2015-16 District Audit
  - B. Board Policy Section 4.22 – Whistleblower Protections
  - C. Columbia County Emergency Management IGA
  - D. Review board policies
  - E. Volunteer Coordinators position
  - F. EMS only positions
  - G. Budget Officer & Budget Calendar
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

# **Chief Greisen's Agenda Review**

## **1/19/2017**

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

### **CHIEF’S REPORT**

**November & December Alarm Reports** – In Dropbox

**Safety Meeting** –

**Fire Prevention/Inspection Reports** – In Dropbox

**Fire Chief Report** – In Dropbox

**Fire Marshal Report** – In Dropbox

**Training Chief Report** – In Dropbox

**EMS Chief Report** – In Dropbox

**Operations Chief Report** – In Dropbox

**Safety/Resource Mgmt. Chief Report** – In Dropbox

**Purchase** – Used pickup will be In Dropbox. Needs motion to approve.

**Miscellaneous** -

### **OLD BUSINESS**

**Awards & Incentives Committee**

**Management Team Committee** –

**Planning Committee** –

### **NEW BUSINESS** –

**2015-16 District Audit** – in Dropbox. Needs motion to approve.

**Board Policy Section 4.22 – Whistleblower Protections** - in Dropbox. First review.

**Columbia County Emergency Mgmt IGA** – in Dropbox. Needs motion to approve.

**Board Policy Review**

**Volunteer Coordinators position** – Need motion to approve shared position in the amount of \$19,800.

**EMS only Personnel** - Need motion to approve hiring EMS personnel only

**Budget Officer & Budget Calendar** – in Dropbox

**Good of the Order** – thank yous

01/11/17

Accrual Basis

## Scappoose Rural Fire District

## Check Register

As of January 12, 2017

Date	Num	Source Name	Memo	Amount
<b>Checking U.S. Bank</b>				
12/9/2016	30586	American Heritage Life ...	Dec staff life insurance-Case #84457	-217.44
12/9/2016	30587	Environmental Complia...	Medical Waste	-100.00
12/9/2016	30588	Principal Financial Group	Life Ins policy 4809832 - Anderson, R...	-52.24
12/9/2016	30589	Verizon Wireless	wireless phones	-410.14
12/12/2016		P.E.R.S.	PERS on Nov payroll	-32,783.46
12/12/2016			EMS Deposit	541.82
12/13/2016	30590	SHCFCU VISA ACCT#...	pay bills for VISA 161-5178	-1,229.54
12/16/2016			EMS & Misc deposit	11,378.77
12/19/2016			EMS BCBS Deposit	1,485.31
12/19/2016		American General	Payroll deduction	-59.85
12/20/2016			Medicare Deposit	35.51
12/20/2016			EMS & Misc Deposit	19,353.82
12/27/2016			EMS Deposit	6,430.79
12/29/2016		Paychex Invoice	Dec reg payroll services	-144.60
12/29/2016			LGIP Funds Transfer	175,000.00
12/29/2016	30591	911 Supply LLC	Hat parts - Greenup/Marks	-38.98
12/29/2016	30592	Ace Hardware	bondic startr kit & battery	-29.97
12/29/2016	30593	Adventist Health/Occup...	Kriek physical	-815.50
12/29/2016	30594	Airgas - USA, LLC	medical oxygen & cylinder rental	-238.15
12/29/2016	30595	Alterations by Heather ...	repair glove,6 nametags,&embroidery	-46.00
12/29/2016	30596	AT&T Mobility	Nov wireless charge	-79.52
12/29/2016	30597	Boatyard at Rocky Poin...	48.5 gallons diesel	-121.25
12/29/2016	30598	Booth, Shelly	reimb uninsured medical	-208.33
12/29/2016	30599	Cat Financial Commercial	Chapman pump & breaker repairs	-3,704.98
12/29/2016	30600	CenturyLink	Scappoose Station landlines	-421.59
12/29/2016	30601	CES - OR	Paramedic tuition: Zimbrick, Austin	-790.00
12/29/2016	30602	Channel Marine Service...	fire boat oil change	-454.50
12/29/2016	30603	City of Scappoose	water/sewer	-275.12
12/29/2016	30604	Comcast	internet and cable TV	-189.53
12/29/2016	30605	Complete Wireless Sol...	2 pagers/chargers & programming kit	-1,425.00
12/29/2016	30606	Country Media Inc.	12/07 regular mtg notice	-40.20
12/29/2016	30607	CRPUD	Boathouse(\$32.18) & main station(\$9...	-980.53
12/29/2016	30608	Curtis	uniform items	-305.38
12/29/2016	30609	Dahlgren's Do It Best B...	lumber for training activity	-779.18
12/29/2016	30610	Forsgren, Eric R	refund EMS overpayment	-115.73
12/29/2016	30611	HRA VEBA Trust	Emplyr ID YA417.001 - Contrib Rept ...	-1,800.00
12/29/2016	30612	Liebig, Paul	reimb. uninsured medical expense	-208.33
12/29/2016	30613	McCoy Electric Co., Inc.	troubleshoot exterior lighting contact	-266.50
12/29/2016	30614	N.A.F.T.	Hazmat Rail ER Day2 - Klippel - 1/21/17	-10.00
12/29/2016	30615	N.W. Natural Gas	Nov natural gas	-223.78
12/29/2016	30616	National Testing Network	Annual NTN for FF Testing & Recruit...	-500.00
12/29/2016	30617	Nationwide Retirement ...	Emplyr & Employee contributions	-2,074.00
12/29/2016	30618	O.S. Systems Inc.	2 dry suits	-1,990.00
12/29/2016	30619	Oregon Health & Scien...	EMS Services Oct-Dec, 2016	-500.00
12/29/2016	30620	Patriot Fire Protection, I...	reset dry valve & drain low points	-290.00
12/29/2016	30621	Salisbury, Janine	reimb uninsured medical exp	-303.58
12/29/2016	30622	SBG-VAA	PR deduct SBG Plan 612041 - C Eng...	-60.00



01/11/17

Accrual Basis

## Scappoose Rural Fire District

## Check Register

As of January 12, 2017

Date	Num	Source Name	Memo	Amount
12/29/2016	30623	Scappoose Storage	Jan storage unit rent	-97.00
12/29/2016	30624	Sea Western Fire Appa...	PO5937-turnout pants & suspenders	-848.40
12/29/2016	30625	SHCFCU VISA ACCT#...	pay VISA bills	-6,693.61
12/29/2016	30626	Stratford, Faye	refund EMS overpayment	-111.38
12/29/2016	30627	Sunset Auto Parts	2 ICON Blades (800)	-45.88
12/29/2016	30628	Tactical Fire Equipment...	fire hose	-6,260.00
12/29/2016	30629	The Fire Store	2 helmets for PPE	-406.37
12/29/2016	30630	TriZetto Provider Soluti...	Fees for EMS billing software	-101.00
12/29/2016	30631	Voya-State of Oregon ...	457 plan - Oregon Savings Growth Plan	-10,406.48
12/29/2016	30632	Wilcox & Flegel	biodiesel & unleaded fuel	-1,699.01
12/29/2016	30633	Zimbrick, Austin	reimb cost of Danner boots	-207.00
12/29/2016		Oregon Dept. of Justice	PR deduction	-712.00
12/29/2016			Misc Deposit	75.00
12/30/2016		Paychex - tax	Employee & Emplry payroll taxes	-46,722.70
12/30/2016		Paychex Payroll	Dec net pay	-87,564.45
12/31/2016			Interest	2.09
1/3/2017			EMS Deposit	50.00
1/4/2017			EMS Deposit	75.00
1/4/2017			EMS & Misc Deposit	4,638.26
1/4/2017			EMS Deposit	1,337.62
1/6/2017			EMS Deposit	10.00
1/9/2017			FireMed Deposit	110.00
1/9/2017			EMS Deposit	4,472.36
1/10/2017			Deposit	50.00
1/12/2017		P.E.R.S.	PERS on Dec payroll	-34,516.56
1/12/2017	30634	Adventist Health/Occup...	3 recruit physicals	-1,109.25
1/12/2017	30635	Airgas - USA, LLC	medical oxygen/cylinder rental	-242.14
1/12/2017	30636	Bound Tree Corp.	medical supplies	-2,422.84
1/12/2017	30637	Cascade Training Center	11 PALS renewals	-1,595.00
1/12/2017	30638	City of Portland	AR-9055 800 MHz access	-108.03
1/12/2017	30639	Columbia River Fire & ...	vehicle repairs	-7,101.82
1/12/2017	30640	Comcast	internet for Scappoose	-127.85
1/12/2017	30641	Commercial Adjustment	50% of old EMS account paid	-591.20
1/12/2017	30642	Curtis	uniform items	-228.76
1/12/2017	30643	Dietz, Erik	meals - Nozzle Forward Class	-30.00
1/12/2017	30644	Emergent Respiratory	CPAP OS breathing circuit w/ mask	-498.60
1/12/2017	30645	Environmental Complia...	Medical Waste	-100.00
1/12/2017	30646	Fast Lube and Oil	oil change '08 GMC Savana truck	-153.65
1/12/2017	30647	Les Schwab Tires	wheel spin balance '08 GMC truck	-132.00
1/12/2017	30648	Liebig, Paul	meals-Nozzle Forward class	-30.00
1/12/2017	30649	Maller, Dave	January invoice	-805.00
1/12/2017	30650	Moda Health	Feb health insurance prem	-16,409.01
1/12/2017	30651	P.G.E.	Utilities for Holbrook Station	-160.53
1/12/2017	30652	Pacific Office Automati...	monthly charge	-36.00
1/12/2017	30653	Paramount Pest Contro...	pest extermination @ Chapman station	-65.00
1/12/2017	30654	PEAK Internet	Chapman&Scappoose internet	-76.88
1/12/2017	30655	Peerless Chain Co.	18 snow chains	-1,399.18
1/12/2017	30656	Principal Financial Group	Life Ins policy 4807351 - DuBois, Brian	-42.41

01/11/17

Accrual Basis

## Scappoose Rural Fire District

## Check Register

As of January 12, 2017

Date	Num	Source Name	Memo	Amount
1/12/2017	30657	Ritchie, Christopher	physician adviser services	-691.67
1/12/2017	30658	S.H.C.F.C.U.	Career staff food fund	-545.00
1/12/2017	30659	S.V.F.A.	Reimb gift cards for joint assoc. dinner	-76.00
1/12/2017	30660	Sea Western Fire Appa...	ICM 2000 Plus refurb	-345.99
1/12/2017	30661	Special Districts Insura...	property/casualty	-43,599.00
1/12/2017	30662	Standard Insurance	Jan/Feb Life & Disability Insurance	-1,530.80
1/12/2017	30663	Sunset Auto Parts	antifreeze & windshield washer fluid	-19.88
1/12/2017	30664	TriZetto Provider Soluti...	Fees for EMS billing software	-299.25
1/12/2017	30665	Tualatin Valley Fire Fig...	January 2017 Union Dues	-1,234.07
1/12/2017	30666	U.S. Postal Service	annual PO box fee	-140.00
1/12/2017	30667	Verizon Wireless	wireless phones	-410.12
1/12/2017	30668	W.O.E.C.	Acct 13045001 Chapman avg electric	-432.00
1/12/2017	30669	Waste Management of ...	Garbage/Recycling	-123.73
1/12/2017	30670	Wilcox & Flegel	sorbent bundles&furnace oil	-417.06
1/12/2017	30671	U.S. Postal Service	4 rolls forever stamps	-188.00
Total Checking U.S. Bank				-109,146.11
<b>TOTAL</b>				<b>-109,146.11</b>

01/19/17

Accrual Basis

## Scappoose Rural Fire District

## Check Register

As of January 19, 2017

Date	Num	Source Name	Memo	Amount
<b>Checking U.S. Bank</b>				
1/13/2017			Deposit	8,338.92
1/17/2017			EMS Deposit	2,247.80
1/17/2017			FireMed Deposit	540.00
1/18/2017			EMS Deposit	5,672.92
1/18/2017			EMS Deposit	50.00
1/19/2017	30672	American Heritage Life ...	Jan staff life insurance-Case #84457	-217.44
1/19/2017	30673	AT&T Mobility	Dec wireless charge	-82.11
1/19/2017	30674	Bound Tree Corp.	medical supplies	-49.50
1/19/2017	30675	CallBack Staffing Soluti...	monthly chg - 52 users	-153.02
1/19/2017	30676	Carquest Auto Parts St...	Haldex pressure protection valve	-31.48
1/19/2017	30677	Clatsop County Firefigh...	S-339 Division/Group Supervisor-FF N...	-100.00
1/19/2017	30678	Country Media Inc.	1/12/17 regular mtg notice	-58.20
1/19/2017	30679	Engraving Emporium, Inc.	brass double clutch nametag(Greenup)	-13.95
1/19/2017	30680	N.W. Natural Gas	Dec natural gas	-620.59
1/19/2017	30681	Northwest Apparel	hats, skull beanies & nametags	-270.00
1/19/2017	30682	Pacific Athletic Club	2 fitness dues Feb 2017	-80.00
1/19/2017	30683	Sea Western Fire Appa...	emergency operating supplies	-3,402.99
1/19/2017	30684	Speer Hoyt LLC	consult re: volunteers	-142.80
1/19/2017	30685	Sunny Communications	3 XTS5000 800 Mhz Model II radios	-1,444.00
1/19/2017	30686	Sunset Auto Parts	vehicle fluids & lubricants	-49.03
1/19/2017	30687	Transamerica Life Ins. ...	Emplyee Life #42462353- Gandara	-123.23
1/19/2017	30688	True North Emergency ...	AP3101 parts for ladder locks	-1,070.00
1/19/2017	30689	Transamerica Life Ins. ...	Emplyee Life #42462357 - Ahlers	-93.81
Total Checking U.S. Bank				8,847.49
<b>TOTAL</b>				<b>8,847.49</b>



**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
<b>1..GENERAL FUND EXPENDITURES</b>			
<b>1...</b>			
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>			
<b>550 Insurance</b>			
12/29/2016	HRA VEBA Trust	HRA VEBA Trust for health care	1,700.00
12/29/2016	Booth, Shelly	reimb uninsured medical	208.33
12/29/2016	Liebig, Paul	reimb. uninsured medical expe...	208.33
12/29/2016	Salisbury, Janine	reimb uninsured medical exp	303.58
12/29/2016	Nationwide Retirement So...	District share of payment	375.00
12/30/2016	Paychex - tax	ER Work Benefit	59.74
12/30/2016	Paychex Payroll	flex spend health ins	9,763.51
1/12/2017	Moda Health	General Fund health ins prem	14,651.00
1/12/2017	Standard Insurance	Jan/Feb life & LTD disability in...	1,030.63
Total 550 Insurance			28,300.12
<b>560 Personnel Salaries</b>			
12/9/2016	American Heritage Life In...	Case # 84457 R Anderson 99....	217.44
12/9/2016	Principal Financial Group	Life Ins policy 4809832	52.24
12/12/2016	P.E.R.S.	Employee 6% IAP plus unit con...	7,735.04
12/19/2016	American General	Insurance Premium	59.85
12/29/2016	Nationwide Retirement So...	Employee PR deductions	1,517.00
12/29/2016	SBG-VAA	Security Benefit plan 612041 fo...	60.00
12/29/2016	Voya-State of Oregon Plan	Oregon Savings and Growth Pl...	10,031.48
12/29/2016	Oregon Dept. of Justice	PR deduction	712.00
12/30/2016	Paychex - tax	Empleyee Taxes Withheld	33,481.72
12/30/2016	Paychex Payroll	FLSA	3,112.08
12/30/2016	Paychex Payroll	telephone	300.00
12/30/2016	Paychex Payroll	longevity	514.00
12/30/2016	Paychex Payroll	FF incentives	1,190.00
12/30/2016	Paychex Payroll	Deferred comp	2,111.00
12/30/2016	Paychex Payroll	all staff OT	13,564.22
12/30/2016	Paychex Payroll	Balance GF net pay	48,416.08
12/30/2016	Paychex Payroll	Shiftdf	0.00
1/12/2017	P.E.R.S.	Employee 6% IAP plus unit con...	8,187.84
1/12/2017	Standard Insurance	Jan STD PR deductions	354.91
1/12/2017	S.H.C.F.C.U.	9 shift PR deductions	315.00
1/12/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR deduc...	60.00
1/12/2017	Principal Financial Group	Life Ins policy 4807351	42.41
1/12/2017	Tualatin Valley Fire Fight...	2017 union dues from PR dedu...	1,015.10
Total 560 Personnel Salaries			133,049.41
<b>570 SocSec/Medicare(FICA)</b>			
12/30/2016	Paychex - tax	Emplyr FICA (incl grant staff O...	7,787.45

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
Total 570 SocSec/Medicare(FICA)			7,787.45
<b>580 Volunteer Services</b>			
12/12/2016	Means Nursery	SVFA Xmas party supplies	71.88
12/12/2016	Fultano's Pizza	food for ShareNCare workers	117.15
12/13/2016	Ichabods Restaurant	food for ShareNCare workers	77.79
12/14/2016	Scappoose Bagel	food for ShareNCare workers	92.00
12/16/2016	Fork'd	food for S&C volunteers	143.18
12/18/2016	Fred Meyer	feed S&C volunteers	18.19
12/18/2016	Pizza Vendor	feed S&C volunteers	105.70
1/12/2017	S.V.F.A.	Reimb gift cards for joint assoc....	76.00
Total 580 Volunteer Services			701.89
<b>590 Personnel Benefits</b>			
12/12/2016	P.E.R.S.	Employer PERS	22,524.59
12/29/2016	Adventist Health/Occupati...	Kriek physical	815.50
1/12/2017	P.E.R.S.	Employer PERS	23,648.42
1/12/2017	Adventist Health/Occupati...	3 recruit physicals	1,109.25
Total 590 Personnel Benefits			48,097.76
Total 1.1 GENERAL FUND PERSONNEL SVCS			217,936.63
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>			
<b>670 Contract Services</b>			
12/29/2016	National Testing Network	Annual Membership for FF Tes...	500.00
12/29/2016	Scappoose Storage	Jan storage unit rent	97.00
1/12/2017	Ritchie, Christopher	physician adviser services	691.67
Total 670 Contract Services			1,288.67
<b>680 Communications Maintenance</b>			
12/29/2016	Complete Wireless Soluti...	RE729 Charger Swissphone Tr...	76.00
12/29/2016	Complete Wireless Soluti...	2 VHF Swissphone s.QUAD Vo...	790.00
12/29/2016	Complete Wireless Soluti...	2 multichannel options	100.00
12/29/2016	Complete Wireless Soluti...	2 Swissphone Chargers s.QUAD	110.00
12/29/2016	Complete Wireless Soluti...	Swissphone programming kit fo...	349.00
Total 680 Communications Maintenance			1,425.00
<b>730 Property &amp; Liability Insur.</b>			
1/12/2017	Special Districts Insuranc...	property/casualty	43,599.00
Total 730 Property & Liability Insur.			43,599.00
<b>740 Uniforms</b>			
12/29/2016	911 Supply LLC	PO#1152 - hat parts-Greenup/...	38.98

01/11/17

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
12/29/2016	Alterations by Heather LLC	repair glove,6 nametags,&embr...	46.00
12/29/2016	Curtis	PO 4444 1 FF NVY Blue shirt	98.61
12/29/2016	Curtis	PO 1150 2 FF NVY Blue pants(...	206.77
12/29/2016	Zimbrick, Austin	reimb cost of Danner boots	207.00
1/12/2017	Curtis	PO5887-2 bugle collar insignia	28.79
1/12/2017	Curtis	PO1153-2 pair pants (Maruska)	199.97
Total 740 Uniforms			826.12
<b>750 Maintenance on Equipment</b>			
12/29/2016	Sunset Auto Parts	2 ICON Blades (800)	45.88
12/29/2016	Boatyard at Rocky Pointe ...	48.5 gallons diesel	121.25
12/29/2016	Channel Marine Services,...	fire boat oil change	454.50
12/29/2016	Ace Hardware	bondic starttr kit & battery	29.97
12/29/2016	Wilcox & Flegel	biodiesel & unleaded fuel	1,699.01
1/12/2017	Wilcox & Flegel	absorbent & sorbent bundles	151.32
1/12/2017	Fast Lube and Oil	oil change '08 GMC Savana tru...	153.65
1/12/2017	Les Schwab Tires	wheel spin balance '08 GMC tr...	132.00
1/12/2017	Sunset Auto Parts	antifreeze & windshield washer...	19.88
1/12/2017	Columbia River Fire & Re...	88 Ford pumper- annual service	160.00
1/12/2017	Columbia River Fire & Re...	91 Sutphen-replace ignition coil	187.94
1/12/2017	Columbia River Fire & Re...	89 WesternStatesSpartan-ann...	2,059.67
1/12/2017	Columbia River Fire & Re...	97 Freightliner-annual service	4,355.81
1/12/2017	Peerless Chain Co.	18 snow chains	1,399.18
1/12/2017	Sea Western Fire Apparatus	ICM 2000 Plus refurb	345.99
Total 750 Maintenance on Equipment			11,316.05
<b>760 Administration</b>			
12/9/2016	Flora Designs	Engstrom family sympathy flow...	65.00
12/9/2016	Fred Meyer	Engstrom family sympathy food	154.93
12/12/2016	SHCFCU VISA ACCT#49...	Service Charge	1.78
12/13/2016	SHCFCU VISA ACCT#49...	Service Charge	19.84
12/14/2016	Fred Meyer	food for meeting	57.62
12/21/2016	Scappoose Bagel	gifts to SPD & Public Works	31.00
12/22/2016	Scappoose Bagel	gifts to CCOM & CRFR maint	31.00
12/28/2016	U.S. Postal Service	return postage for SeaWestern...	46.40
12/29/2016	Paychex Invoice	Regular PR svcs	144.60
12/29/2016	Stratford, Faye	refund EMS overpayment	111.38
12/29/2016	Country Media Inc.	12/07 regular mtg notice	40.20
12/29/2016	Forsgren, Eric R	refund EMS overpayment	115.73
12/30/2016	Fred Meyer	gift cards for FB storage & food	208.57
1/12/2017	Commercial Adjustment	50% of paid collections amount	591.20
1/12/2017	U.S. Postal Service	annual PO box fee	140.00
1/12/2017	U.S. Postal Service	4 rolls forever stamps	188.00



01/11/17

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
 December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
Total 760 Administration			1,947.25
<b>765 Information Technology</b>			
12/9/2016	Verizon Wireless	wireless phones	410.14
12/12/2016	Apple iTunes	iCloud storage	0.99
12/16/2016	TaskWorld Inc.	Fire Marshall task tracking soft...	264.00
12/29/2016	TriZetto Provider Solution...	EMS billing software	101.00
12/29/2016	Comcast	internet for Scappoose	127.85
12/29/2016	AT&T Mobility	Nov wireless charge	79.52
1/3/2017	Apple iTunes	iCloud storage plan	0.99
1/12/2017	Maller, Dave	contract IT work	805.00
1/12/2017	City of Portland	800 MHz access	108.03
1/12/2017	Pacific Office Automation,...	monthly charge	36.00
1/12/2017	PEAK Internet	Chapman&Scappoose internet	76.88
1/12/2017	TriZetto Provider Solution...	EMS billing software	299.25
1/12/2017	Comcast	internet for Scappoose	127.85
1/12/2017	Verizon Wireless	wireless phones	410.12
Total 765 Information Technology			2,847.62
<b>770 Operating Materials/Suppli</b>			
12/10/2016	Amazon	Dial liquid hand soap	43.75
12/10/2016	Amazon	2 boxes garbage bags	69.98
12/10/2016	Amazon	1 10-pk urinal screens	23.84
12/23/2016	Amazon	coat washing kit	36.38
Total 770 Operating Materials/Suppli			173.95
<b>775 Emerg. Operating Supplies</b>			
12/23/2016	Petzl America	I'D descender	59.00
12/29/2016	The Fire Store	2 helmets for PPE	406.37
12/29/2016	O.S. Systems Inc.	2 dry suits	1,990.00
12/29/2016	Sea Western Fire Apparat...	PO5937 - turnout pants & susp...	848.40
12/29/2016	Tactical Fire Equipment L...	12 Kraken 1.75" X 50 feet	2,160.00
12/29/2016	Tactical Fire Equipment L...	shipping	350.00
12/29/2016	Tactical Fire Equipment L...	15 MTFS 3" X 50 feet	3,750.00
1/12/2017	Columbia River Fire & Re...	flares	338.40
Total 775 Emerg. Operating Supplies			9,902.17
<b>780 Building &amp; Grounds Maint.</b>			
12/16/2016	Amazon	drafting desk	129.99
12/23/2016	Amazon	Filtrete furnace filters	55.67
12/27/2016	Amazon	Filtrete furnace filters	59.91
12/29/2016	Cat Financial Commercial	Chapman pump & breaker repa...	3,704.98
12/29/2016	McCoy Electric Co., Inc.	troubleshoot exterior lighting c...	266.50
12/29/2016	Patriot Fire Protection, Inc.	reset dry valve & drain low points	290.00

01/11/17

Cash Basis

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
1/12/2017	Wilcox & Flegel	furnace oil - Chapman station	265.74
1/12/2017	Paramount Pest Control I...	pest extermination @ Chapma...	65.00
Total 780 Building & Grounds Maint.			4,837.79
<b>790 Training</b>			
12/19/2016	Oregon Trail Fire Training...	Pricher fire officer academy	850.00
12/20/2016	D.P.S.S.T.	Fingerprint - Maginn	40.00
12/29/2016	CES - OR	Paramedic tuition: Zimbrick, Au...	790.00
12/29/2016	N.A.F.T.	Hazmat Rail ER Day2 - Klippel ...	10.00
12/29/2016	Dahlgren's Do It Best Buil...	120 1x6x12 doug fir	7.87
12/29/2016	Dahlgren's Do It Best Buil...	120 1x6x12 doug fir	506.93
12/29/2016	Dahlgren's Do It Best Buil...	15 1/2 x4x8 plywood	272.25
12/29/2016	The Logs Inn	swiftwater rescue food	123.43
12/29/2016	Bettes Place Restaurant	swiftwater rescue food	53.00
1/12/2017	Dietz, Erik	meals - Nozzle Forward Class ...	30.00
1/12/2017	Liebig, Paul	meals - Nozzle Forward class 2...	30.00
1/12/2017	Cascade Training Center	11 PALS renewals	1,595.00
1/12/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
Total 790 Training			4,368.48
<b>810 Utilities</b>			
12/29/2016	N.W. Natural Gas	Nov natural gas	223.78
12/29/2016	CenturyLink	Scappoose Station landlines	421.59
12/29/2016	Comcast	TV for Scappoose	61.68
12/29/2016	City of Scappoose	water/sewer	275.12
12/29/2016	CRPUD	boathouse	32.18
12/29/2016	CRPUD	main station	948.35
1/12/2017	P.G.E.	Electrical for Holbrook Station	160.53
1/12/2017	W.O.E.C.	Avg monthly electric for Chapm...	432.00
1/12/2017	Waste Management of Or...	Garbage/Recycling	123.73
Total 810 Utilities			2,678.96
<b>870 EMS Operations</b>			
12/9/2016	Environmental Complianc...	Medical Waste collection pickup	100.00
12/14/2016	Hellofax	hellofax	48.51
12/29/2016	Airgas - USA, LLC	cylinder rental	133.00
12/29/2016	Airgas - USA, LLC	medical oxygen	105.15
12/29/2016	Oregon Health & Science...	EMS svcs Oct-Dec, 2016	500.00
1/12/2017	Airgas - USA, LLC	medical oxygen	105.15
1/12/2017	Bound Tree Corp.	medical supplies	2,399.44
1/12/2017	Bound Tree Corp.	medical supplies	23.40
1/12/2017	Emergent Respiratory	CPAP OS breathing circuit w/ ...	498.60
1/12/2017	Airgas - USA, LLC	cylinder rental	136.99
1/12/2017	Environmental Complianc...	Medical Waste collection pickup	100.00

**Scappoose Rural Fire District**  
**Itemized Account Activity**  
December 9, 2016 through January 12, 2017

Date	Source Name	Memo	Paid Amount
Total 870 EMS Operations			4,150.24
Total 1.2 GENERAL FUND MATERIAL & SVC			89,361.30
Total 1...			307,297.93
Total 1..GENERAL FUND EXPENDITURES			307,297.93
<b>2. GRANT FUND EXPENSE</b>			
<b>2.1 Personnel Salaries</b>			
12/12/2016	P.E.R.S.	Grant Fund Employee 6%	868.29
12/29/2016	Nationwide Retirement So...	Employee PR deductions	132.00
12/29/2016	Voya-State of Oregon Plan	Oregon Savings and Growth Pl...	375.00
12/30/2016	Paychex - tax	Grant Employee Taxes Withheld	4,239.04
12/30/2016	Paychex Payroll	Balance Grant net pay(no OT)	6,102.88
12/30/2016	Paychex Payroll	Grant deferred comp	212.00
1/12/2017	P.E.R.S.	Grant Fund Employee 6%	922.12
1/12/2017	Standard Insurance	Grant staff STD insurance	50.94
1/12/2017	S.H.C.F.C.U.	2 PR deduction	110.00
1/12/2017	Tualatin Valley Fire Fight...	2017 union dues from PR dedu...	218.97
Total 2.1 Personnel Salaries			13,231.24
<b>2.2 Personnel Benefits</b>			
12/12/2016	P.E.R.S.	Grant Fund Employer PERS	1,655.54
12/29/2016	HRA VEBA Trust	HRA VEBA Trust for health care	100.00
12/29/2016	Nationwide Retirement So...	District share of payment	50.00
12/30/2016	Paychex - tax	Grant ER Work Benefit	7.41
12/30/2016	Paychex - tax	Grant Emplry FICA (excl grant ...	1,147.34
12/30/2016	Paychex Payroll	grant flex spend pay	2,278.68
1/12/2017	P.E.R.S.	Grant Fund Employer PERS	1,758.18
1/12/2017	Moda Health	Grant health ins prem	1,758.01
1/12/2017	Standard Insurance	Grant staff life & LTD insurance	94.32
Total 2.2 Personnel Benefits			8,849.48
Total 2. GRANT FUND EXPENSE			22,080.72
<b>TOTAL</b>			<b>329,378.65</b>



01/19/17  
Cash Basis

**Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 1, 2016 through January 19, 2017**

	<u>Jul 1, '1...</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>% of ...</u>
<b>Income</b>				
<b>1. GENERAL FUND REVENUES</b>				
Begin Available Cash on Hand	1,376,358	1,296,940	79,418	106%
CRF&R IGA	46,668	0	46,668	100%
EMS Receipts	288,017	600,000	-311,983	48%
FireMed	34,590	30,850	3,740	112%
Gas Royalties	0	6,500	-6,500	0%
Grant Awards	11,250	16,250	-5,000	69%
Interest Earned on Investments	5,843	6,500	-657	90%
Miscellaneous Revenue	3,490	165,000	-161,510	2%
Taxes - Current	2,100,087	2,205,100	-105,013	95%
Taxes - Prior Years	72,275	105,000	-32,725	69%
<b>Total 1. GENERAL FUND REVENUES</b>	<b>3,938,577</b>	<b>4,432,140</b>	<b>-493,563</b>	<b>89%</b>
<b>2. GRANT FUND REVENUE</b>				
Grant Award	53,160	216,780	-163,620	25%
<b>Total 2. GRANT FUND REVENUE</b>	<b>53,160</b>	<b>216,780</b>	<b>-163,620</b>	<b>25%</b>
<b>3. PROPERTY FUND REVENUES</b>				
Begin Available Cash On Hand	317,338	319,823	-2,485	99%
Grant Income	10,000	0	10,000	100%
Interest Earned on Investments	1,527	1,000	527	153%
Transfers In	0	118,080	-118,080	0%
<b>Total 3. PROPERTY FUND REVENUES</b>	<b>328,866</b>	<b>438,903</b>	<b>-110,037</b>	<b>75%</b>
<b>4. PERSONNEL SVCS FUND REVEN</b>				
Begin Available Cash On Hand	203,367	210,000	-6,633	97%
Interest Earned on Investments	949	800	149	119%
<b>Total 4. PERSONNEL SVCS FUND REVEN</b>	<b>204,316</b>	<b>210,800</b>	<b>-6,484</b>	<b>97%</b>
<b>Total Income</b>	<b>4,524,918</b>	<b>5,298,623</b>	<b>-773,705</b>	<b>85%</b>
<b>Expense</b>				
<b>1..GENERAL FUND EXPENDITURES</b>				
1...				
<b>1.1 GENERAL FUND PERSONNEL SVCS</b>				
550 Insurance	216,411	424,583	-208,172	51%
560 Personnel Salaries	724,277	1,687,819	-963,542	43%
570 SocSec/Medicare(FICA)	56,750	129,118	-72,368	44%
580 Volunteer Services	7,469	38,000	-30,531	20%
590 Personnel Benefits	164,262	395,040	-230,778	42%
<b>Total 1.1 GENERAL FUND PERSONNE...</b>	<b>1,169,169</b>	<b>2,674,560</b>	<b>-1,505,391</b>	<b>44%</b>
<b>1.2 GENERAL FUND MATERIAL &amp; SVC</b>				
670 Contract Services	20,538	55,000	-34,462	37%
680 Communications Maintenance	5,070	14,000	-8,930	36%
720 Public Education	297	7,500	-7,203	4%
730 Property & Liability Insur.	43,623	52,000	-8,377	84%
740 Uniforms	7,659	20,000	-12,341	38%
750 Maintenance on Equipment	58,145	110,000	-51,855	53%
760 Administration	26,078	52,000	-25,922	50%
765 Information Technology	24,585	42,200	-17,615	58%
770 Operating Materials/Suppli	1,541	5,000	-3,459	31%
775 Emerg. Operating Supplies	22,888	65,000	-42,112	35%
780 Building & Grounds Maint.	14,573	90,000	-75,427	16%
790 Training	31,373	90,000	-58,627	35%
810 Utilities	15,540	37,800	-22,260	41%

01/19/17  
Cash Basis

**Scappoose Rural Fire District  
Profit & Loss Budget vs. Actual  
July 1, 2016 through January 19, 2017**

	<u>Jul 1, '1...</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>% of ...</u>
870 EMS Operations	27,163	70,000	-42,837	39%
880 FireMed	12,997	18,500	-5,503	70%
<b>Total 1.2 GENERAL FUND MATERIAL ...</b>	<b>312,067</b>	<b>729,000</b>	<b>-416,933</b>	<b>43%</b>
<b>1.3 GENERAL FUND CAPITL OUTLAY</b>				
910 CO Equipment	39,160	60,500	-21,340	65%
<b>Total 1.3 GENERAL FUND CAPITL OUT...</b>	<b>39,160</b>	<b>60,500</b>	<b>-21,340</b>	<b>65%</b>
<b>Total 1...</b>	<b>1,520,397</b>	<b>3,464,060</b>	<b>-1,943,663</b>	<b>44%</b>
<b>1.4 GENERAL FUND TRANSFER OUT</b>				
Transfers to Property Fund	0	118,080	-118,080	0%
<b>Total 1.4 GENERAL FUND TRANSFER OUT</b>	<b>0</b>	<b>118,080</b>	<b>-118,080</b>	<b>0%</b>
<b>1.5 GENERAL FUND CONTINGENCY</b>	<b>0</b>	<b>200,000</b>	<b>-200,000</b>	<b>0%</b>
<b>1.6 GENERAL RESERVED FOR FUTURE</b>	<b>0</b>	<b>650,000</b>	<b>-650,000</b>	<b>0%</b>
<b>Total 1..GENERAL FUND EXPENDITURES</b>	<b>1,520,397</b>	<b>4,432,140</b>	<b>-2,911,743</b>	<b>34%</b>
<b>2. GRANT FUND EXPENSE</b>				
2.1 Personnel Salaries	75,682	130,784	-55,102	58%
2.2 Personnel Benefits	39,912	85,996	-46,084	46%
<b>Total 2. GRANT FUND EXPENSE</b>	<b>115,594</b>	<b>216,780</b>	<b>-101,186</b>	<b>53%</b>
<b>3. PROPERTY FUND CAPITAL OUTLAY</b>				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	170,000	-170,000	0%
Fire Apparatus & Equipment	0	228,903	-228,903	0%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
<b>Total 3. PROPERTY FUND CAPITAL OUTLAY</b>	<b>0</b>	<b>438,903</b>	<b>-438,903</b>	<b>0%</b>
<b>4. PERSONNEL SVC FUND EXPENSE</b>				
Liability & Service	0	209,800	-209,800	0%
Reserved for Future Expenses	0	1,000	-1,000	0%
<b>Total 4. PERSONNEL SVC FUND EXPENSE</b>	<b>0</b>	<b>210,800</b>	<b>-210,800</b>	<b>0%</b>
<b>Total Expense</b>	<b>1,635,991</b>	<b>5,298,623</b>	<b>-3,662,632</b>	<b>31%</b>
<b>Net Income</b>	<b><u>2,888,928</u></b>	<b><u>0</u></b>	<b><u>2,888,928</u></b>	<b><u>100%</u></b>



## **NOVEMBER Alarm Report**

***Call Total NOVEMBER 1 through NOVEMBER 30 2016***

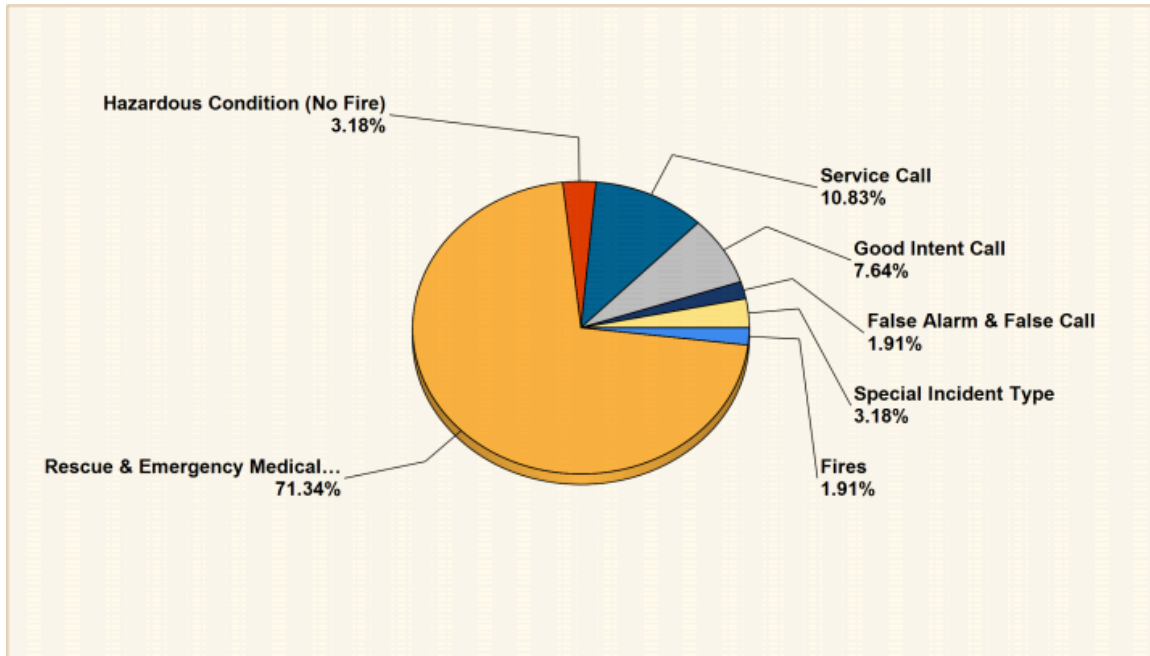
AGENCY	# INCIDENTS
Scappoose Fire District	157

***Call Total NOVEMBER 1 through NOVEMBER 30 2015***

AGENCY	# INCIDENTS
Scappoose Fire District	155

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		112	
FIRE		45	
TOTAL		157	
TOTAL TRANSPORTS			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
M431	51	49	86
M432	10	10	14
M433	1	1	1
TOTAL	62	60	101
PRE-INCIDENT VALUE		LOSSES	
\$330,000.00		\$330,000.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		1	
Aid Received		7	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
24		15.29	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
CRFR Administration	0:06:12		
Scappoose Station	0:06:31	0:07:02	
AVERAGE FOR ALL CALLS		0:06:35	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
CRFR Administration	0:00:00		
Scappoose Station	0:02:43	0:02:02	
AVERAGE FOR ALL CALLS		0:02:37	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Scappoose Fire District		30:06	

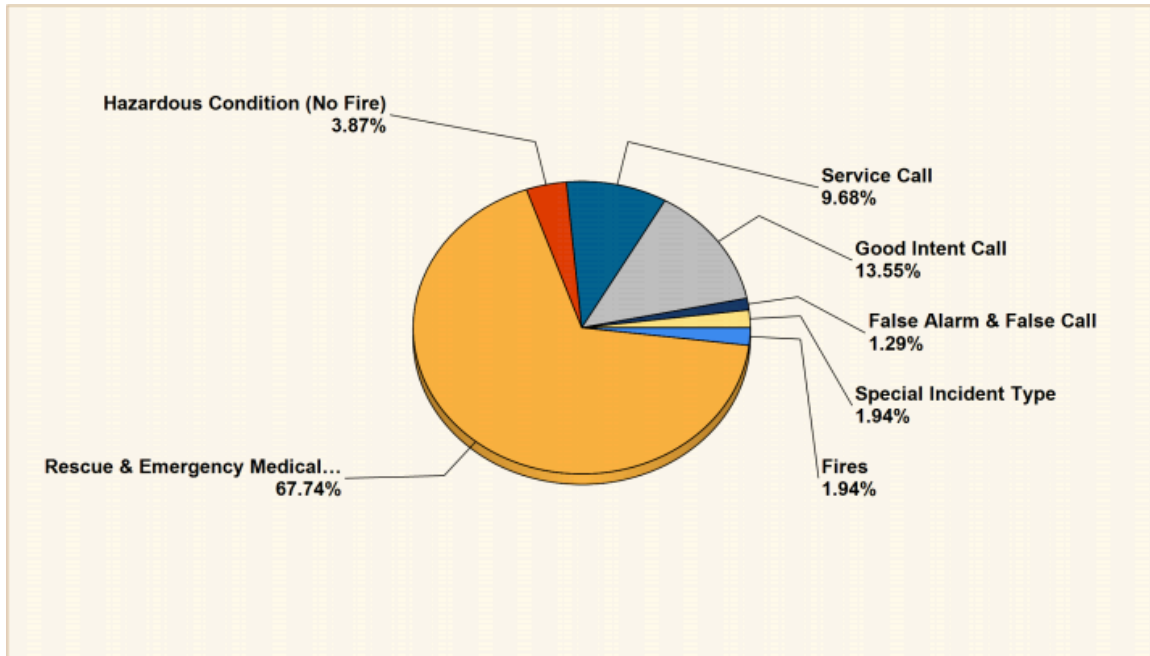
# NOVEMBER 2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	1.91%
Rescue & Emergency Medical Service	112	71.34%
Hazardous Condition (No Fire)	5	3.18%
Service Call	17	10.83%
Good Intent Call	12	7.64%
False Alarm & False Call	3	1.91%
Special Incident Type	5	3.18%
<b>TOTAL</b>	<b>157</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.64%
131 - Passenger vehicle fire	2	1.27%
321 - EMS call, excluding vehicle accident with injury	102	64.97%
322 - Motor vehicle accident with injuries	4	2.55%
324 - Motor vehicle accident with no injuries.	6	3.82%
412 - Gas leak (natural gas or LPG)	1	0.64%
413 - Oil or other combustible liquid spill	1	0.64%
444 - Power line down	3	1.91%
511 - Lock-out	2	1.27%
521 - Water evacuation	3	1.91%
551 - Assist police or other governmental agency	1	0.64%
552 - Police matter	2	1.27%
554 - Assist invalid	8	5.10%
561 - Unauthorized burning	1	0.64%
600 - Good intent call, other	1	0.64%
611 - Dispatched & cancelled en route	9	5.73%
622 - No incident found on arrival at dispatch address	1	0.64%
631 - Authorized controlled burning	1	0.64%
733 - Smoke detector activation due to malfunction	2	1.27%
744 - Detector activation, no fire - unintentional	1	0.64%
900 - Special type of incident, other	4	2.55%
911 - Citizen complaint	1	0.64%
<b>TOTAL INCIDENTS:</b>	<b>157</b>	<b>100.00%</b>

# NOVEMBER 2015



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	1.94%
Rescue & Emergency Medical Service	105	67.74%
Hazardous Condition (No Fire)	6	3.87%
Service Call	15	9.68%
Good Intent Call	21	13.55%
False Alarm & False Call	2	1.29%
Special Incident Type	3	1.94%
<b>TOTAL</b>	<b>155</b>	<b>100.00%</b>

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.65%
162 - Outside equipment fire	2	1.29%
311 - Medical assist, assist EMS crew	1	0.65%
321 - EMS call, excluding vehicle accident with injury	89	57.42%
322 - Motor vehicle accident with injuries	5	3.23%
324 - Motor vehicle accident with no injuries.	9	5.81%
360 - Water & ice-related rescue, other	1	0.65%
411 - Gasoline or other flammable liquid spill	2	1.29%
421 - Chemical hazard (no spill or leak)	1	0.65%
444 - Power line down	2	1.29%
460 - Accident, potential accident, other	1	0.65%
520 - Water problem, other	2	1.29%
554 - Assist invalid	7	4.52%
561 - Unauthorized burning	5	3.23%
571 - Cover assignment, standby, moveup	1	0.65%
611 - Dispatched & cancelled en route	14	9.03%
621 - Wrong location	1	0.65%
622 - No incident found on arrival at dispatch address	4	2.58%
631 - Authorized controlled burning	1	0.65%
641 - Vicinity alarm (incident in other location)	1	0.65%
700 - False alarm or false call, other	1	0.65%
733 - Smoke detector activation due to malfunction	1	0.65%
900 - Special type of incident, other	2	1.29%
911 - Citizen complaint	1	0.65%
<b>TOTAL INCIDENTS:</b>	<b>155</b>	<b>100.00%</b>

## **NOVEMBER 2016**

<b>ZONE</b>	<b>NUMBER OF CALLS</b>
CRFR-71 - CRFR ST. Helens Response Area	7
CRFR-91 - CRFR Rainer Response Area	1
Rural - Unincorporated areas further from the city / RG 35 & 36	14
Suburban - Area surrounding the city/ un-hydranted area RG 33 & 34	48
Urban - Hydranted area in the city area Rg 31	87
<b>TOTAL:</b>	<b>157</b>

## **NOVEMBER 2015**

<b>ZONE</b>	<b>NUMBER OF CALLS</b>
CRFR-71 - CRFR ST. Helens Response Area	18
Marine - Anything on the Columbia River/ Multnomah Channel RG 30	2
OD - Other - Out of District - Other	2
Rural - Unincorporated areas further from the city / RG 35 & 36	13
Suburban - Area surrounding the city/ un-hydranted area RG 33 & 34	39
Urban - Hydranted area in the city area Rg 31	81
<b>TOTAL:</b>	<b>155</b>

ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: Response Group (Required)</b>	
Joint Duty Officer Response	6
Mutual Aid	2
RG 31	89
RG 33	19
RG 34	27
RG 35	8
RG 36	6

<b>USER-DEFINED FIELD: What type of hit was this? (Required)</b>	
Double Hit	26
N/A	128
Triple Hit	3

<b>USER-DEFINED FIELD: Was this a billable call (ie. Did we transport someone to the hospital)? (Required)</b>	
N/A	26
No	70
Yes	61

<b>USER-DEFINED FIELD: Did you contact MRH OHSU? (EMS Calls Only; This is separate from Contact Medical Control / HEAR) (Required)</b>	
N/A (For Fire and other non EMS Calls)	34
No	123

<b>USER-DEFINED FIELD: Was there a Joint Duty Officer Involved in this call from CRFR(Respond)? (Required)</b>	
No	154
Yes	3
ANSWERS	# INCIDENTS
<b>USER-DEFINED FIELD: Was this a cardiac / respiratory arrest where CPR was initiated? (CARES) (Required)</b>	
No	125
This was not a medical call	32



## **NOVEMBER 2016**

### **Count Of Days With Same Incident Count**

INCIDENTS PER DAY	COUNT OF DAYS
0	1
1	2
2	1
3	5
4	4
5	4
6	4
7	3
8	2
9	2
11	1
12	1

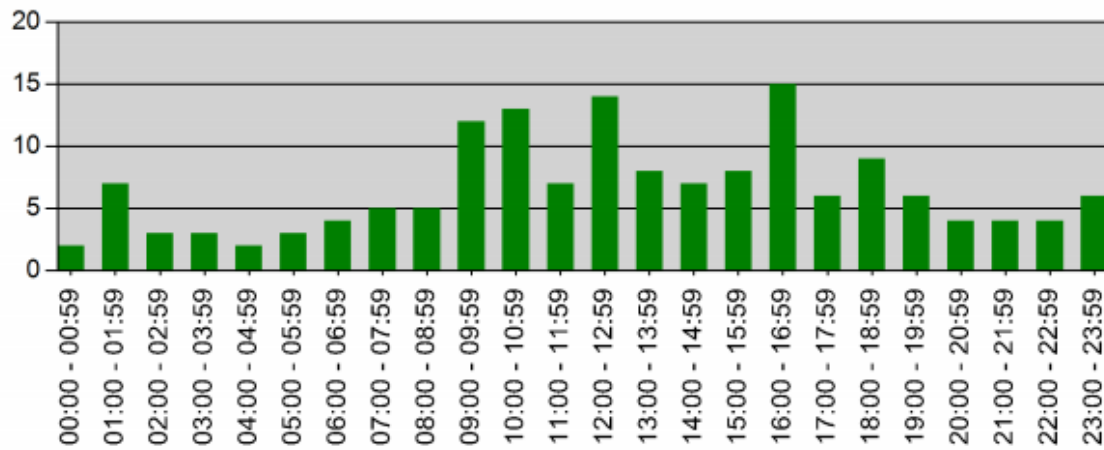
## **NOVEMBER 2015**

### **Count Of Days With Same Incident Count**

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

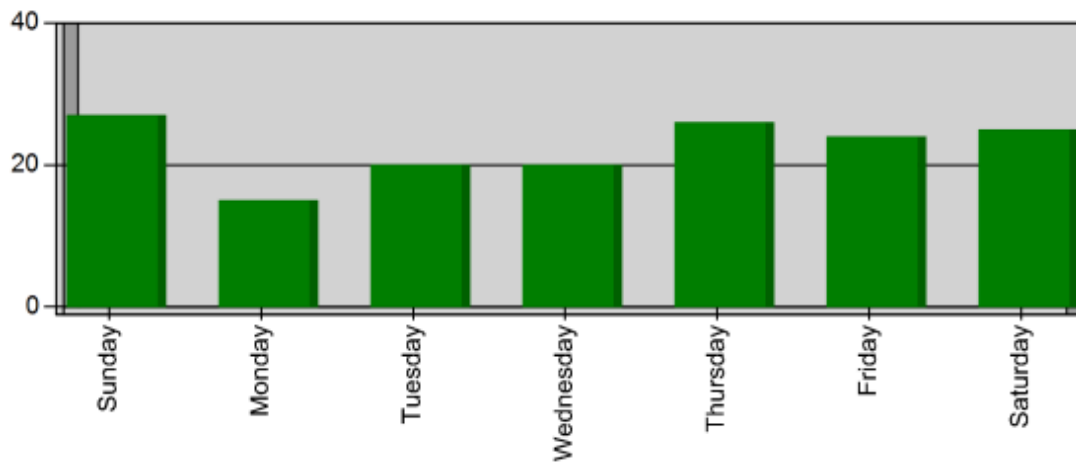
### Incidents by Hour for Date Range

Start Date: 11/01/2016 | End Date: 11/30/2016



### Incidents by Day of the Week for Date Range

Start Date: 11/01/2016 | End Date: 11/30/2016

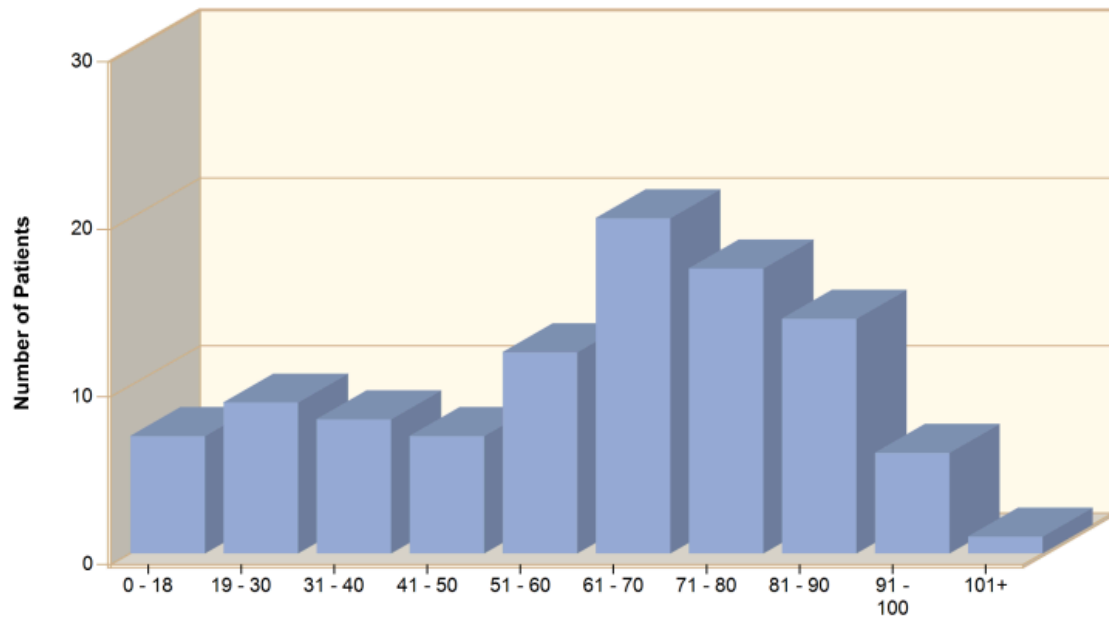


DAY OF THE WEEK	# INCIDENTS
Sunday	27
Monday	15
Tuesday	20
Wednesday	20
Thursday	26
Friday	24
Saturday	25

**TOTAL 157**

**Patient Age Breakdown for Date Range**

Start Date: 11/01/2016 | End Date: 11/30/2016



AGE RANGE	# PATIENTS
0 - 18	7
19 - 30	9
31 - 40	8
41 - 50	7
51 - 60	12
61 - 70	20
71 - 80	17
81 - 90	14
91 - 100	6
101+	1

**Patient Transport Count per Destination for Date Range**

Start Date: 11/01/2016 | End Date: 11/30/2016

HOSPITAL DESTINATION	# TRANSPORTS
Kaiser Westside Medical Center	6
Legacy Emanuel Hospital	12
Legacy Good Samaritan Hospital	29
Oregon Health and Sciences University Hospital	10
Providence St. Vincent Medical Center	4
Randall Children's Hospital	1

**SRFD Safety Committee**  
**9 Nov 2016**

Meeting called to order at 1802 Hrs.

**Safety Members in Attendance:** Chair Dietz, FF Maruska, FF B. Cox, FF Oberbarnscheidt, FF Dubois, FF Lawrenson, and DC O'Connor

**Safety Members Absent:** Chief Greisen, FF Davis, FF Liebig, Wilson, FF Trump

**Other Members Present:** DC Marks,, Lt Nielson, FF Ahlers, Logistics C. Cox, FF Herbst, FF Chaffeur, Logistics Nehl

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**Safety Message**

*Be aware of surroundings before backing up, even with a backer!*

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**Safety Suggestion Box:** Nothing new.

**Accident Reports:**

One being written for the pick up truck backing into a wood/debris pile. Very minor damage.

**Safety Action Generator:** FF Dubois brought up that bay door S4 at Scappoose Station (Tower431) no longer has a working motion sensor. The bay door will not stop when it's being lowered if someone walks through the opening. Sensor needs to be fixed/serviced.

**Near Misses:** None

**Station Reports:**

Scappoose - Dietz ( storage room with clutter) no  
other issues

Holbrook – Oberbarnscheidt (Computer cables/wires, issue)  
taken care of by Lt. Anderson

**Old Business:**

- R4531 wench cable being replaced with a traditional steel cable, same type that is currently being used.
- Gear checks: make sure your gear is complete, clean and ready to use. Easy to forget but check batteries in your headlamps and flashlights.

### **New Business:**

- E432 was pulled out of the bay with its shore power cord attached. Live wires were exposed and could potentially be a shock hazard when left hanging.
- Chemicals at Holbrook station still need to be properly disposed/recycled. (Z. Ahlers)
- E432 has new LED scene lights, no longer running from 110 current, switch to turn on lights is on back of light. Very bright do not look right into them.
- Tower 431 does not have an *abandon horn*, brought up by Lt. Nielson that this apparatus should have an abandon horn/signal as the engines do.
- Hydraulic tools on R431 came uncoupled on a recent call. Be aware of the hydraulic hose fittings, ensure the connection is properly seated and give them a pull to make sure.

Meeting adjourned at 1845. Minutes by Dietz

## Fire Chief Report November 2016

Working on the last portion of the Columbia LEPC Hazardous Material Transportation by Rail emergency plan and sent grant documents to the OSFM office for reimbursement. I attended a meeting in Salem on the state response to the new administrative rules for training and supplies for crude oil transportation by rail incidents.

There was a board workshop for CRFR which appeared to be beneficial for the attendees. Have been working on the switch over of the duties of the Community Emergency Planning Association to the Columbia County Homeland Security Emergency Management Commission(HSEMC) and the Local Emergency Planning Committee (LEPC)will be under the direction of HSEMC but a separate group

### Meetings & Drills

11/1 LEPC workshop	11/1 Toy N Joy mtg
11/2 Col Co Traffic safety	11/2 SVFA mtg
11/3 CRFR board president mtg	11/7 SRFD Officer mtg
11/8 CRFR Board mtg	11/10 SRFD Mngmt & Board mtg.
11/11 Veterans Memorial	11/14 Fire Defense mtg
11/14 OSP/OSFM Salem mtg	11/15 HSEMC mtg
11/15 St Helens Urban Renewal mtg	11/16 SRFD pinning ceremony
11/17 NW Natural Community luncheon	11/18 Image Trend Records Mngmt info
11/19 CRFR Board workshop	11/21 SRFR mtg
11/28 Airport Advisory mtg	11/28 Toy N Joy mtg
11/29 Rural Water Delivery webinar	11/29 C-Com Crew count information
11/30 Local 3215 Labor negotiation	
EMS & Fire training	



# Fire Marshal Report

Columbia River Fire & Rescue / Scappoose Fire District



## December Board Meeting

### Inspection Activities:

- 4 Business Inspections
- 4 Final Sprinkler / Fire Alarm Systems tests
- Performed tours for all of the shifts on the upgraded Muckle Building

### Plan Review / Admin Fire Safety Review Driveway Inspections & Training:

- 38
- 1 Request for addressing a subdivision in Scappoose

### Code Interpretation's:

- 9 regarding change of use

### Lock Box Installations:

- Programmed key secure in 1 more CRFR Engine
- 1 Lock Box Installed
- 4 FDC Caps Installed

Fire Investigations:	CRF&R	Scappoose
	3	1

### Public Education:

- Fire Prevention Month Activities at all of the Schools

### General Info:

Attended the LCRTOA Meeting, Columbia County Fire Investigation Meeting, Met with Walmart about Black Friday and Thanksgiving Holiday Sales rush, Attended a county planning commission meeting, Attended the River Safety Meeting (Metro area Marine response planning group), worked on office re-location at Scappoose, Attended both Board Meetings and the CRFR Board Workshop, Met with the South County Chamber of Commerce, Assisted ODF and Columbia 911 in a hazard tree removal at one of the repeater sites and met with the head of the county planning department regarding procedures and collaboration for the future.

Respectfully Submitted by Jeff Pricher

October / November 2016  
Training Report  
Division Chief Marks

- 10/17 Airway Skills Lab
- 10/25 Staff meeting
  - Meet with Coombs about Airway Trainer
- 10/26 Class about working with Target Solutions
  - Membership Meeting
  - Turnout Sizing with Steve Morris from Sea Western
- 10/28 Meeting with Marit and Smythe about CRF&R training budget and school requests
- 10/29 First Duty Officer Week
  - Halloween Night busy with general medical calls, MVC early the next morning
- 11/02 Assist with Interviews
- 11/03 Training Committee Meeting at LBTC
  - Staff Meeting
- 11/07 EMS Committee
  - Officers Meeting
- 11/08 LCRTOA

Wednesday and Thursday Drills

Still getting used to the new position. Lots to learn, but good people to learn it from.



## Training Chief Report

11/10 – 11/11	Hydrants to Nozzles Class
11/14	SRFD Volunteer Interviews
11/16	Meeting on Walker Rd about training house
11/17 – 11/18	Instructor 2 Class
11/21	Training Committee meeting
11/21	Meeting with C43
11/22-27	Out of town for Thanksgiving
11/30	New Volunteer Recruit Orientation for Scappoose
12/1	New Volunteer Recruit Orientation for CRFR
12/8	NWAFT Meeting

Drills Wednesday and Thursday nights. Worked on schedule for probation for new career firefighters. Work on volunteer recruit academy. Working with Chief Pricher on setting up Special Rescue Drills.

Learning new things every day. Would like to thank all senior staff for putting up with tons of questions.

Chief of Operations  
November 2016 Calendar

1. Chaplain Meeting (CRFR and SRFD Chaplin): Discuss improvements in response and developing duty weeks for the Chaplin's.
2. Training Committee Meeting(s): Develop and discuss upcoming Volunteer Academy and probationary Firefighter 1st year training requirements.
3. Senior Staff Meeting(s): Discuss weekly, monthly, and yearly items with Chief Officers.
4. Probationary Firefighter Interviews, background, and physical set up (Culligan/Baker)
5. Volunteer Firefighter Interviews and physical ability testing
6. SDAO Risk Management Class – Seaside
7. Pre-Negotiation Meeting with Local 3215: Discuss Shift bid system
8. Labor/Management Negotiation Meeting – 1st meeting
9. HR Answers Chief/Company Officer Class @ LBTC
10. High Plains Replacement Review outside vendors: Image Trend
11. High Plains Replacement Review outside vendors: Zoll
12. High Plains Replacement Review outside vendors: ESO
13. Fire Board Meeting – CRFR
14. NFPA 1403 Learn To Burn – Donated House (SRFD)
15. CRFR Fire Board Work Shop
16. ISO Update and information gathering
17. OSFM NFIRS report completion
18. DPSST Paperwork and updates
19. Rental – LBTC
20. Repair/WRG Burn Tower – 2nd floor
21. Purchase and organize shipping of replacement 4x4 ambulance
22. Off Duty November 29-December 4th– Family

## **Division Chief O'Connor November 2016 Monthly Report**

<b><u>Project</u></b>	<b><u>Update</u></b>
<b>PIO</b>	- Continue to submit weekly call log to local media on Mondays.
<b>Social Media</b>	- Continue to post various updates to Facebook and Twitter about CRF&R incidents/training and activities. This continues to be extremely positive and is improving our community outreach about what we do.
<b>Safety</b>	<ul style="list-style-type: none"><li>- Attended safety meeting at Scappoose 11/09 (Joint)</li><li>- Attended safety meeting at St. Helens station 11/30</li><li>- Waiting for follow up from SDAO for safety committee meeting training</li><li>- Investigated possible disease exposure to FF's on an incident, determined disease is not easily transmitted, appropriate paperwork was completed.</li><li>- Working with FF Ahlers on establishing a joint FF safety &amp; wellness committee between Scappoose and CRF&amp;R FF's with mission, goals, and regular meeting dates.</li><li>- Met with local chaplains to establish chaplain coverage 24/7 throughout the districts.</li></ul>
<b>SOG updates</b>	- Continue to work on SOG update for vehicle accident and on the job injury. Colored flow chart with appropriate paperwork packaged together (red packet) will be available electronically, hard copies in stations and on apparatus along with timeline for completion of paperwork.
<b>Information Technology</b>	<ul style="list-style-type: none"><li>- I pads are now all managed via Air Watch and is working very well but is in a trial period. Next project is to move iPhones to Air Watch.</li><li>- VPN/CAD connectivity issues appear to be resolved with no problems noted staying connected to CAD for response. This is due to collaborative work on our end and with CCOM to make this come together successfully.</li></ul>
<b>Volunteer Program</b>	- Various toy and joy events throughout the district keeping volunteers very busy. Volunteer firefighter man hours for November at CRF&R = ??
<b>Intern Program</b>	- Continued research on bringing this program to CRF&R. Working on budget request needs to fund the program. Hope to be recruiting for this program by May 1, 2017 using volunteer coordinator.
<b>Grants</b>	<ul style="list-style-type: none"><li>- Waiting to hear back from SDAO on award for safety grant to purchase stairchairs and binder lifts with the intent of reducing FF strains and sprains.</li><li>- Applied to Federal Assistance to Firefighters Grant (AFG) for a total of \$825,000. One grant is to replace 2 aging water tenders at CRF&amp;R totaling \$680,000, 2<sup>nd</sup> grant is for hose/appliances/nozzle totaling \$145,000. I'll be flying back to Baltimore the week of January 8 to be on the AFG peer review panel.</li><li>- Pursuing Homeland security grant program (HSGP) for radio replacement at CRF&amp;R. This closes Jan 4, 2017.</li></ul>
<b>Building Maintenance</b>	<ul style="list-style-type: none"><li>- Secured Jeremy Lehner (CRF&amp;R Volunteer FF) as general contractor for CRF&amp;R and Scappoose Maintenance projects. He has been off to a great start.</li><li>- Numerous minor maintenance projects throughout the districts including possible water leak at Chapman station (no leak); installed push pin key pad for better security at admin building; coordinated dumpster replacement with Hudson Garbage for locking dumpster as neighbors were using CRF&amp;R dumpster on the weekends; replaced flag light fixture at Fairgrounds station with LED light; working on having trees removed from in front of St. Helens station, they are diseased and mossed over - waiting on weather to improve; working on getting Multnomah Channel boat house sheet rocked; researched pricing on pickup truck for Scappoose; various other minor building maintenance issues.</li></ul>

# **PURCHASE PROPOSAL**

## **Fiscal Year 2016/2017**

Seeking proposals to purchase a pre-owned staff vehicle.

### **BUDGET IMPACT on FY 2016/17**

Expenditure Required: \$24,000 - \$27,000	Budgeted Amount Total Account
Total available in Reserve Fund Equipment: \$228,903	Balance in account After expenditure: \$201,903

**Discussion:** We are in need of a staff vehicle to be used by one of the Division Chiefs. We are looking for a pre-owned ½ ton 4X4, four door crew cab pickup, automatic transmission, gasoline engine, with no more than 70,000 miles. This purchase would also include a canopy for the pickup. We would use a Request for Proposal after locating vehicles.

**Recommended Action:** Approve the purchase of up to \$27,000 for the purchase of a pre-owned pickup and canopy.

Bids received by: Division Chief O'Connor

Approved by: Fire Chief Greisen

Date: December 7, 2016

## MEMO

TO: Chief Greisen and Board Members

DATE: December 8, 2016

FROM: Janine Salisbury, Finance Admin

RE: Board Policy 4.22  
Whistleblower Protections

This memo provides recent information from Special Districts Association (SDAO) about House Bill 4067 addressing employee whistleblower protections.

The most recent SDAO newsletter said that HB4067 was passed recently

"to protect employees who act on good faith and objectively reasonable belief to report a violation of federal, state, or local law, rule or regulation by their employer. Beginning January 1, 2017, all public and nonprofit employers must establish and implement a whistleblower policy. The policy must delineate all rights and remedies provided to employees, and employers will need to deliver a written or electronic copy of the policy to each employee."

Following is the sample policy provided by SDAO which meets the requirements listed above. It has been formatted for our District policies.

Since board policy changes require two deliberations separated by at least 28 days, no motion is required at the December meeting.

If you have questions about this policy, please contact me and I will try to get an answer before the board meeting.

#### Section 4.22 Whistleblower Protections

- A. The Board is committed to provide reporting procedures and protection should a District employee become aware of improper government action in accordance with Oregon Revised Statute 659A.200 to 659A.224.
- B. The District encourages any employee with knowledge of or concern about an illegal or dishonest fraudulent District activity to report it to the Fire Chief or designee. The employee may also provide the information to another District manager, a state or federal regulatory agency, a law enforcement agency or an attorney licensed to practice law in Oregon if a confidential communication is made in connection with the alleged violation. Attorneys employed by the District may report violations of law to the Attorney General, subject to rules of professional conduct. All such issues will be investigated in a timely manner to determine fault and institute any appropriate corrective measures. Examples of illegal or dishonest activities are violations of federal, state, or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting. For any employee wishing more information, further details can be obtained from the Fire Chief.
- C. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing may be subject to corrective action up to and including termination.
- D. Whistleblower protections are provided to maintain confidentiality and to prevent retaliation. While identity may have to be disclosed to conduct a thorough investigation, to comply with the law, and to provide accused individuals their due course, the privacy of the individual making the report will be protected as much as possible.
- E. The District will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes he/she is being retaliated against must contact the Fire Chief or designee immediately. The right of a whistle blower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

- F. All reports of illegal and dishonest activities will be promptly submitted to the Fire Chief or designee who is responsible for investigating and coordinating corrective action.

Legal Reference

House Bill 4067  
ORS 659A.200 to 659A.224

Approved: President, David Grant \_\_\_\_\_

Secretary, David Graham \_\_\_\_\_

January 12, 2017

**AMENDMENT 1 TO**  
**AMENDED AND RESTATED**  
**INTERGOVERNMENTAL AGREEMENT**

**Between**

**COLUMBIA COUNTY, OREGON**  
(Hereinafter referred to as the "County")

**And**

**THE FOLLOWING GOVERNMENTAL ENTITIES**  
(Hereinafter referred to individually as "Agency" and in combination as "Agencies")

**THE CITY OF ST. HELENS, OREGON (hereinafter "St. Helens")**  
**THE CITY OF SCAPPOOSE, OREGON (hereinafter "Scappoose")**  
**THE CITY OF COLUMBIA CITY, OREGON (hereinafter "Columbia City")**  
**THE CITY OF RAINIER, OREGON (hereinafter "Rainier")**  
**THE CITY OF CLATSKANIE, OREGON (hereinafter "Clatskanie")**  
**THE CITY OF VERNONIA, OREGON (hereinafter "Vernonia")**  
**THE COLUMBIA RIVER FIRE AND RESCUE DISTRICT (hereinafter "CRF&R")**  
**THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT (hereinafter "Scappoose Fire")**  
**THE VERNONIA RURAL FIRE PROTECTION DISTRICT (hereinafter "Vernonia Fire")**  
**THE MIST-BIRKENFELD RURAL FIRE PROTECTION DISTRICT (hereinafter "Mist-  
Birkenfeld Fire")**  
**THE CLATSKANIE RURAL FIRE PROTECTION DISTRICT (hereinafter "Clatskanie Fire")**  
**THE COLUMBIA 9-1-1 COMMUNICATIONS DISTRICT (hereinafter "C911CD")**  
**THE PORT OF ST. HELENS (hereinafter "Port")**  
**THE CLATSKANIE PEOPLE'S UTILITY DISTRICT (hereinafter "CPUD")**  
**THE COLUMBIA RIVER PEOPLE'S UTILITY DISTRICT (hereinafter "CRPUD")**

**RECITALS**

WHEREAS, in 2015 the above listed Agencies entered into an Amended and Restated Intergovernmental Agreement (the "IGA") for the purpose of establishing and supporting a system to deliver Homeland Security and Emergency Management services to County Departments and Agencies and to share the cost of said system.

WHEREAS, the Parties desire to amend the IGA to revise the funding structure, and to extend the term of the Agreement.

WHEREAS, the Agreement for Homeland Security Emergency Management Commission with private entities will also be amended to adopt a revised fee structure and to extend the term of the Agreement.

NOW, THEREFORE, the Parties agree as follows:

1. The IGA is amended as follows:
  - 1.1 Section 1(a) is amended to read as follows:



“(a) To provide funds to Columbia County for the purpose of creating and supporting a system to better provide homeland security and emergency management services to both County departments and Agencies. Elements of the system may develop and evolve over time but will include, at least, one (1) additional employee to be assigned to the County Office of Homeland Security and Emergency Management. For fiscal years 2007-08 to 2015-16, funding to the system will be the dollar amount identified in the funding formula in (c) below. For fiscal years 2016-2017 to 2018-2019, funding to the system will be the dollar figures identified in Attachment 1. All funds will be delivered to the Columbia County Treasurer. Funds should be paid on or before August 1<sup>st</sup> of each calendar year during the term of this agreement.”

1.2 Section 1(c) is amended to read as follows:

“(c) The funding formula will be based upon the minimum amount of annual funding needed (\$75,000), calculated based on the population served by each individual Agency and an assignment of points made pursuant to that population in the following formula.

Population served of less than 500 = zero points  
Population served between 500 and 2,999 = 1 point  
Population served 3000 and greater = 2 points

(Population numbers shall be based on most recent population estimates from Portland State University).

Additional government entities or other organizations may become parties (Agencies) to this agreement upon consent of County, and such contributions as may be collected from additional Agencies shall be dedicated to the County Homeland Security Emergency Management program. The amount of funding will not be reduced or reimbursed to Agencies in the event that more Agencies become party to the agreement. Irrespective of the final number of Agencies participating in this agreement, the dollar amount contributed by each Agency shall not change during the term of this agreement except by change in the population served by that Agency.”

1.3 Section 3, Effective Date and Duration, is amended to read as follows:

“3. This Amended and Restated Intergovernmental Agreement supersedes in its entirety the original IGA. This Amended and Restated Agreement shall become effective for each party on the date that party signs this Agreement. This Agreement shall expire on June 30, 2019, unless otherwise renewed, in writing, by the parties hereto.”

1.4 Section 5, Termination, is amended to read as follows:

“5. Subject to Section 1(b) of this Agreement, any signer of this agreement may terminate their participation in the agreement at any time following 60 days written notice of intent to terminate being provided to all other signers. This agreement will remain in effect as to the remaining parties to the agreement. Any unused funds will not be reimbursed for the current fiscal year. Additional Chapter 190 agencies or organizations may become parties to the

agreement at any time upon consent of the County and signature of the Agreement, as amended.”

- 2. Attachment 1 is attached hereto, and is incorporated herein by this reference.
- 3. This Amendment 1 shall be effective on the date last signed, and shall become effective as to each party on the date that party signs, retroactive to July 1, 2016.
- 4. Counterparts. This Amendment 1 may be executed in several counterparts, each of which shall be an original, all of which shall constitute one and the same instrument.

**Columbia County**

By:\_\_\_\_\_ Date\_\_\_\_\_

Title:\_\_\_\_\_

**APPROVED AS TO FORM**

By:\_\_\_\_\_ Date\_\_\_\_\_

County Counsel

**Scappoose Rural Fire Protection District**

By:\_\_\_\_\_ Date\_\_\_\_\_

Name Title: David Grant, Board President

Attest:_____
Name & Title: David Graham, Secretary/Treasurer

<b>HSEMC Revenue Participants</b>	<b>Points</b>	<b>2016/2017</b>	<b>2017/2018</b>	<b>2018/2019</b>
<b>Each year point amount</b>		\$3,959.72	\$4,482.94	\$4,922.44
Scappoose Fire District	2	\$7,919.44	\$8,965.88	\$9,844.88
Clatskanie Fire District	1	\$3,959.72	\$4,482.94	\$4,922.44
Columbia River Fire & Rescue	2	\$7,919.44	\$8,965.88	\$9,844.88
Mist-Birkenfeld Fire District	1	\$3,959.72	\$4,482.94	\$4,922.44
Vernonia Fire District	0	\$600.00	\$650.00	\$700.00
City of Clatskanie	1	\$3,959.72	\$4,482.94	\$4,922.44
Columbia 911 Comm District	2	\$7,919.44	\$8,965.88	\$9,844.88
City of Columbia City	1	\$3,959.72	\$4,482.94	\$4,922.44
City of Rainier	1	\$3,959.72	\$4,482.94	\$4,922.44
City of Vernonia	1	\$3,959.72	\$4,482.94	\$4,922.44
Port of St Helens	1	\$3,959.72	\$4,482.94	\$4,922.44
City St Helens	2	\$7,919.44	\$8,965.88	\$9,844.88
City of Scappoose	2	\$7,919.44	\$8,965.88	\$9,844.88
Clatskanie PUD	2	\$7,919.44	\$8,965.88	\$9,844.88
Columbia River PUD	2	\$7,919.44	\$8,965.88	\$9,844.88
		<b>\$83,754.12</b>	<b>\$94,791.74</b>	<b>\$104,071.24</b>



## 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](http://www.srfd.us)

TO Scappoose Fire District Board of Directors

RE: Volunteer Coordinators Position

At the last Intergovernmental Agreement oversight committee meeting there was discussion of sharing the cost of the volunteer coordinators position until June 30<sup>th</sup>. There is a need to have a contact person available to assist the volunteers and to work with them. The individual will assist both organizations and other duties as needed. Chief O'Connor has worked with other volunteer coordinators and feels we can enhance our volunteer program with more time and help.

### **Benefits of Volunteer Coordinators Position-**

Provides contact with potential volunteer, assists volunteer with application and interview process, assists volunteer with on line training program, assists coordination through recruit training program, logistic coordinator for training, and organizes graduation ceremony, a go to person for volunteer questions, and an event coordinator.

Assists Division Chiefs, with data entry, coordination of functions, assists public information officers, social media, web pages and public education.

### **Eliminating Volunteer Coordinators Position**

Difficult with organizing volunteer recruitment, paper work dropping through the cracks, loss of reimbursement paper work for volunteers, not enough time for those taking over current job duties of volunteer coordinator, loss of organizational goals.

### **Supervisor:**

Division Chief Ian O'Connor

**Job Duties** – volunteer coordinator, support volunteers, work with volunteer academy, support training, enters volunteer data, guide volunteer through training process, and those who inquiry about the volunteer program. Assist with social media, monitor web sites, and assist Public information Officer, public education, input data training records and other jobs as required.

**Cost :**

February-June \$39, 600

CRF&R \$19,800

SRFD \$19,600

With the intergovernmental agreement, the Division Chiefs and I support the continuation of the volunteer coordinators position and sharing the expense between both Districts.

A handwritten signature in black ink, appearing to read 'Michael S Greisen', with a long horizontal stroke extending to the right.

Michael S Greisen  
Fire Chief

Position	EMT	EMT	Para	Para	Para	
Rate per Hour	\$14.50	\$15.50	\$18.50	\$19.50	\$20.50	
Weeks per Year	52	52	52	52	52	
ST Hours per Week	40	40	40	40	40	
OT Hours per Week	8	8	8	8	8	
Shift Frequency						
Wage (ST)	\$30,160	\$32,240	\$38,480	\$40,560	\$42,640	
Estimated OT	9,048	9,672	11,544	12,168	12,792	
DefComp% match	377	403	481	507	533	
<b>Total Wage</b>	<b>\$39,585</b>	<b>\$42,315</b>	<b>\$50,505</b>	<b>\$53,235</b>	<b>\$55,965</b>	
PERS @ 13.38%	5,296	5,662	6,758	7,123	7,488	
(as of 7/01/17)						
SS & Med	3,028	3,237	3,864	4,072	4,281	
PEHP	300	300	300	300	300	
Work Comp	396	423	505	532	560	
LTD/Basic Life	660	660	660	660	660	
Cafeteria Plan	24,842	24,842	24,842	24,842	24,842	
(16-17 Benefit+10%)						
HRA VEBA	1,800	1,800	1,800	1,800	1,800	
<b>Total Benefits</b>	<b>\$36,323</b>	<b>\$36,924</b>	<b>\$38,729</b>	<b>\$39,330</b>	<b>\$39,931</b>	
Salary	\$39,585	\$42,315	\$50,505	\$53,235	\$55,965	
Benefits	36,323	36,924	38,729	39,330	39,931	
<b>Total</b>	<b>\$75,908</b>	<b>\$79,239</b>	<b>\$89,234</b>	<b>\$92,565</b>	<b>\$95,896</b>	
	<b>EMT @</b>	<b>EMT @</b>	<b>Para @</b>	<b>Para @</b>	<b>Para @</b>	
	<b>\$14.50</b>	<b>\$15.50</b>	<b>\$18.50</b>	<b>\$19.50</b>	<b>\$20.50</b>	

	EMT	Para	Para
	\$14.50	\$17.50	\$19.50
Days per Year	182	182	182
ST Hrs/Shift	12	12	12
OT Hrs/Shift	1	1	1
	4 on / 4 off	4 on / 4 off	4 on / 4 off
Wage (ST)	\$31,668	\$38,220	\$42,588
Estimated OT	3,959	4,778	5,324
DefComp %	396	478	532
<b>Total Wage</b>	<b>\$36,022</b>	<b>\$43,475</b>	<b>\$48,444</b>
PERS	4,820	5,817	6,482
SS & Med	2,756	3,326	3,706
PEHP	300	300	300
Workers Comp	360	435	484
LTD/Basic Life	660	660	660
Cafeteria Plan	24,842	24,842	24,842
HRA VEBA	1,800	1,800	1,800
	<b>\$35,538</b>	<b>\$37,180</b>	<b>\$38,275</b>
	\$36,022	\$43,475	\$48,444
	35,538	37,180	38,275
	<b>\$71,560</b>	<b>\$80,655</b>	<b>\$86,718</b>
	<b>EMT @</b>	<b>Para @</b>	<b>Para @</b>
	<b>\$14.50</b>	<b>\$17.50</b>	<b>\$19.50</b>



# **SCAPPOOSE RURAL FIRE PROTECTION DISTRICT**

## **2017-2018 BUDGET CALENDAR**

January 19, 2017	7:00 P.M.	Board Meeting Appoint Budget Officer Approve Budget Calendar Major Budget Item Discussion
February 9, 2017	7:00 P.M.	Major Budget Item Discussion
March 9, 2017	7:00 P.M.	Board Meeting Major Budget Item Discussion
April 12, 2017		1 <sup>st</sup> Notice of Budget Committee Meeting Notice on website <a href="http://www.srfd.us">www.srfd.us</a>
April 13, 2017	7:00 P.M.	Board Meeting Final Direction on Major Budget Items
April 26, 2017		2 <sup>nd</sup> Notice of Budget Committee Meeting Published in Chronicle
May 4, 2017	7:00 P.M.	Budget Committee Meeting Board Meeting follows
May 24, 2017		Notice of Budget Hearing Published in Chronicle
June 8, 2017	7:00 P.M.	Budget Hearing Board Meeting follows with Budget Adoption, Appropriation, and Tax Imposition
July 14, 2017		Deadline for Budget Documents delivered To County Assessors



**2017 Annual Conference**  
February 10-12 | Portland, OR

S|D|A|O

SPECIAL DISTRICTS  
ASSOCIATION OF OREGON



# CONFERENCE HIGHLIGHTS

## FRIDAY

**Keynote Speaker:** David Houle, Futurist - *Entering the Shift Age*

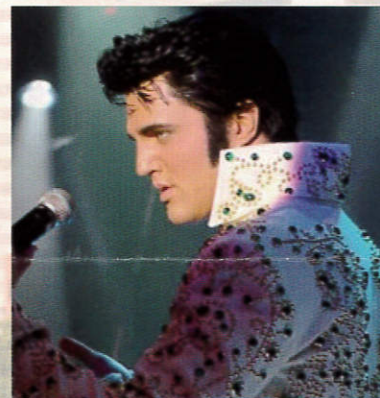
This presentation is based on Houle's widely acclaimed book of the same name, an Amazon #1 best seller in the category of Business Planning and Forecasting. Futurist Houle will identify and explain the new age we have entered. He will look at the three forces and five contexts of the Shift Age and how they will affect us as individuals, business people and leaders. He will explore generations, women, technology, education, big data and other industry relevant topics and provide the audience with eye opening transformations dead ahead. The Shift Age is one of, if not the most, transformative and exciting times in human history. Houle will leave us with suggestions for how to prepare for and adapt to this new age.



## SATURDAY *"The #1 Elvis Entertainer in the world!"*

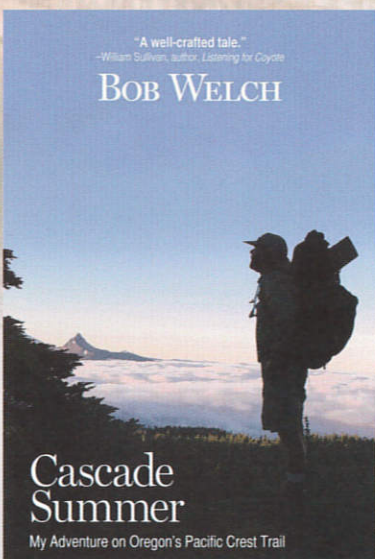
**Entertainment:** Ryan Pelton - Elvis Tribute Artist

Ryan Pelton is an international, award-winning Elvis Tribute Artist. In 2001, Pelton was declared the "World Champion" when he won the Worldwide Images of the King Contest in Memphis, TN. He has performed all over the world, from casinos to fairs, theaters to festivals, and production shows to professional sports arenas. Entertaining audiences in the tens-of-thousands, there can be no doubt that Ryan Pelton is the rarest kind of performer – living up to his billing time and time again.



## SUNDAY

**Closing Speaker:** Bob Welch, Author - *"Seven Lessons from Oregon's Pacific Crest Trail"*



Bob Welch is an author, adventurer and inspirational speaker Bob Welch who will take the audience on a 452-mile journey along the Oregon portion of Pacific Crest Trail. Less a travelogue than inspiration with blisters, this presentation will offer seven life lessons from Welch's 2011 journey with his brother-in-law. Welch twines heart and humor with his love for his native Oregon to put an inspirational exclamation mark on this year's conference.

Welch is the author of 21 books, including "Cascade Summer," about his 452-mile hike on Oregon's Pacific Crest Trail. He's been called "the most eclectic writer in America," because his books range from World War II to children's, from sports to life lessons extracted from "It's a Wonderful Life." His book about the first nurse to die after the landings at Normandy, "American Nightingale," was an Oregon Book Award finalist and featured on ABC's "Good Morning America."

Welch is a former adjunct professor of journalism at the University of Oregon, founder of the Beachside Writers Workshop and currently serves as an associate editor at The Register-Guard in Eugene.



## **Pre-Conference Thursday, February 9**

7 a.m.	<b>Breakfast</b>
7 a.m. - 5 p.m.	<b>Registration Desk Open</b>
8 a.m. - noon	<b>Half-Day Pre-Conference Session</b>
8 a.m. - 5 p.m.	<b>Full Day Pre-Conference Session</b>
10:15 - 10:30 a.m.	<b>Morning Break</b>
noon - 1 p.m.	<b>Lunch</b>
3 - 3:15 p.m.	<b>Afternoon Break</b>
5 - 6:30 p.m.	<b>Welcoming Reception</b>

## **Conference Friday, February 10**

7:30 - 8:30 a.m.	<b>Breakfast</b>
7:30 a.m. - 5 p.m.	<b>Registration Desk Open</b>
7:30 a.m. - 6 p.m.	<b>Exhibitor Trade Show</b>
8:30 - 10 a.m.	<b>Keynote Address</b>
10 - 10:30 a.m.	<b>Morning Break</b>
10:30 a.m. - noon	<b>Concurrent Sessions</b>
noon - 1:30 p.m.	<b>Lunch</b>
1:30 - 3 p.m.	<b>Concurrent Sessions</b>
3 - 3:15 p.m.	<b>Afternoon Break</b>
3:15 - 5 p.m.	<b>District Caucus Meetings</b>
5 - 6 p.m.	<b>Exhibitor Reception</b>

## **Conference Saturday, February 11**

7 a.m. - 6 p.m.	<b>Registration Desk Open</b>
7:30 - 8:30 a.m.	<b>Breakfast</b>
8:30 - 10 a.m.	<b>Concurrent Sessions</b>
10 - 10:30 a.m.	<b>Morning Break</b>
10:30 a.m. - noon	<b>Concurrent Sessions</b>
noon - 1:30 p.m.	<b>Lunch</b>
1:30 - 3 p.m.	<b>Concurrent Sessions</b>
3 - 3:15 p.m.	<b>Afternoon Break</b>
3:15 - 4:30 p.m.	<b>Annual Business Meeting</b>
6 - 8 p.m.	<b>Awards Banquet</b>
8 - 10 p.m.	<b>Entertainment</b>

## **Conference Sunday, February 12**

8 - 9 a.m.	<b>Breakfast</b>
8:30 - 10 a.m.	<b>Closing Speaker</b>





## THE CONFERENCE HAS GONE DIGITAL!

Print session handouts before you arrive or access them electronically from your device while at the conference. Visit [www.sdao.com/ac](http://www.sdao.com/ac), hover over the Resources tab, and click the Presentations link.

After January 10<sup>th</sup>, visit the Apple App Store or Google Play and search for "SDAO Annual Conference" to download the conference app.



## Pre-Conference Thursday, Feb. 9

**8 a.m. - noon**

☐ **Topic: Government Ethics and Morals**

**\$60**

***Ethics, Morals and the Political Environment***

George Dunkel, Special Districts Association of Oregon and Jeff Griffin, OFCA

Are national and state political environments impacting special district board members' conduct, actions, and decisions? Join OFCA representative Jeff Griffin and Special Districts Association of Oregon Consulting Services Administrator George Dunkel in a lively discussion about public officials' morals and ethics and the impact of politics on local board members. This joint presentation will be filled with real life scenarios and examples of personal and organizational decisions.

**8 a.m. - 5 p.m.**


☐ **Topic: SDAO Risk Management Trends**

**\$100**

Special Districts Association of Oregon Risk Management Staff and Panel of Speakers

Drones, transgender equality, employment claims, and compliance with OR-OSHA self-insured workers' compensation requirements are emerging trends identified by the SDAO Risk Management Department that are affecting our membership. Join our panel of speakers including members, staff, and other partners who will share their expertise and experiences on these topics. This enlightening discussion will leave you with a greater awareness and tools to navigate these challenging issues.





## Conference Friday, Feb. 10

10:30 a.m. - noon

☐ **Topic: Public Contracting**

***Foundations of Public Contracting Part I: Don't be Afraid***

Eileen Eakins, Law Office of Eileen Eakins, LLC

Join us for part one of this two-part session. Eileen will review the key aspects of Oregon's public contracting laws, including what to put out to bid, when to bid it, and when bidding isn't required. The session also will look at and explain key contract clauses to help take some of the mystery out of contract documents.

☐ **Topic: Pain's Impact on Employers and Injured Workers**

***Opioid Impact on Society – History to Present***

Brad Lorber, MD, Northwest Occupational Medicine Center

This session will discuss the history and evolution of opioid use and the impact it has had on the workplace. Dr. Brad Lorber is a board-certified physiatrist and Co-Director of Northwest Occupational Medicine Center in Beaverton. He received his medical degree from Oregon Health & Science University School of Medicine and has been in practice for more than 20 years.

☐ **Topic: Performance Management**

***Re-Tooling Your Performance Management Program***

Stacy Maxwell, Jackson County Fire District 3 and Kelly Williams, Centerpoint

Is your organization struggling with the performance appraisal process? Are you experiencing employees not engaged or motivated within your organization? This session will focus on performance management and the importance of providing effective and meaningful feedback to employees. The session will also provide real experiences and lessons learned from an organization that took a broken performance appraisal system that was top driven down, and turned it into one that is bottom driven up, promoting personal and professional development among employees.

☐ **Topic: Healthcare Session**

***What Now? Making Sense of the Healthcare Industry During Turbulent Times***

Katie Peterson, The Partners Group

A new administration is preparing to take the helm of America- what will the future bring? This session will attempt to provide an update on how the election results may affect the healthcare industry. In addition, we will also look to our own state and review how healthcare reform has changed the landscape for consumers. This session will cover what hasn't changed and the challenges ahead.



## Conference Friday, Feb. 10 (cont.)

1:30 - 3 p.m.

☐ **Topic: Public Contracting**

***Foundations of Public Contracting Part II: Essential Contract Components and Sample Contracts***

Eileen Eakins, Law Office of Eileen Eakins, LLC

Join us for the second part of this two-part session. We will discuss and highlight essential components of contracts and review sample contracts.

☐ **Topic: Emergency Management**

***Emergency Management Part I: The Oregon Resilience Plan***

Mark Knudson, P.E., Tualatin Valley Water District

Part one of this two-part presentation will provide background on the Oregon Resiliency Plan that was published in 2013 to guide the state in reducing risk and improving recovery from a magnitude 9 Cascadia Subduction Zone earthquake. The presentation includes an overview of the Cascadia Subduction Zone, the potential impacts to Oregon, and how such an earthquake may affect water and wastewater systems. A summary of Tualatin Valley Water District's strategy for enhancing resiliency of the district will also be presented.

***Emergency Management Part II: Learn from Real World Disasters - Experience is a Wonderful Teacher***

Jon Newman, Agility Recovery

Part two of this two-part presentation will provide an in-depth and engaging look at real world recovery events for people to understand the situation, stresses, and realities of what is involved in getting back to normalcy. Attendees will participate in collaborative discussion about localized and regional disaster events to identify common threads of successful restoration of an organization. We will review fires, floods, and "you're kidding me" disasters to understand and learn from them.

☐ **Topic: Employee Protected Speech**

***He Said What? Exploring the Limits of Employee Protected Speech***

Dian "Dee" Rubanoff and Chandra Hatfield, Peck Rubanoff & Hatfield, PC

Public employers often struggle with how to address employees who vent their grievances to the media or on other public forums. Employers are continuing to be hit with large jury awards for violations of employee protected speech rights. This program will include a discussion of the laws that protect public employee speech, such as the First Amendment right to free speech and public employee whistleblower protection laws. The program will also address employee speech rights under the Public Employee Collective Bargaining Act for employees in bargaining units as well as non-union employees who engage in organizing activity.

☐ **Topic: SDIS Member Portal**

***Orientation for SDIS Member Portal***

Gary Byars and Chris Hill, Special Districts Association of Oregon

Discover what's new with the recent overhaul of SDIS's Member Services Web Portal. In this session, we will explore features and functionality by taking a live tour of the site.



# Conference

## Saturday, Feb. 11

8:30 - 10 a.m.

☐ **Topic: Volunteerism and Board / Community Relations**

***Maintaining Effective Volunteer Board Members and Boards***

George Dunkel and Rob Mills, Special Districts Association of Oregon

Many special districts struggle to attract and retain effective and involved board members. George Dunkel will be sharing ideas on how some special districts are maintaining effective boards and recruiting volunteers for hard-to-fill board and committee positions. Rob and George will also share how the Board Practices Assessment can help boards maintain and improve overall performance and effectiveness.

☐ **Topic: Recreational Immunity**

***The Immunities: Recreational and Discretionary***

Spencer Rockwell and Dan Davenport, Special Districts Association of Oregon

The Oregon Public Use of Lands Act was passed to encourage public and private owners of land to make their property available to the public for recreational purposes by providing landowners immunity from tort liability. Under this statutory scheme, landowners who make their land available, without charge, for recreational use by the public are not liable (generally) if a person is injured on their land. Recently, there has been case law that makes this immunity more challenging. This session will focus on recreational and discretionary immunity, including review of the current state of the law and some interactive risk management best practices.

☐ **Topic: Wrongful Discharge and Civil Rights**

***Wrongful Discharge and Constitutional Claims***

Ron Downs, Special Districts Association of Oregon

The most common employment related claims we see with our members involve wrongful discharge, civil rights, and retaliation. This session will help board members and management develop a better understanding of the elements of these claims and how to recognize the red flags that such claims may present. As part of this awareness, we will also explore some historical cases that our members have defended and the facts and issues that were presented.

☐ **Topic: Web Design**

***How to Build a Special District Website in Less Than Two Hours!***

Sloane Dell'Orto, Streamline

Calling all non-technical people! In this session, we'll help one local special district build a website on the Streamline platform. At the same time, we'll go over key website best practices and how to create great content, use images, build landing pages, add meetings and agendas, create custom navigation, and insert widgets (like maps, videos, web forms and more). At the end of the session, the district will have a website that will be ready to go live. All attendees will be eligible for free site setup of a Streamline sandbox of their own to practice what they've learned (and use it to build their own websites if they wish).



## Conference Saturday, Feb. 11 (cont.)

10:30 a.m. - noon

☐ **Topic: Governance 101**

***Government and Liability Training for New Board Members***

Frank Stratton, Special Districts Association of Oregon

This session is for new board members with little or no experience with special districts or local government. Learn how and why special districts are formed, how they interact with the State of Oregon and other local governments. Attendees will also gain an understanding of the powers and responsibilities of special district board members and their legal liabilities.

☐ **Topic: Hot Topics and Current Liability Claims**

***Employment Practices: Litigation and How to Avoid it***

Teri Dragoo and Jens Jensen, Special Districts Association of Oregon

Join Teri Dragoo and Jens Jensen as they describe current trends and exposures in employment litigation through case studies loosely based on real life events.

☐ **Topic: HR - Workers' Comp**

***Good Communication Essential in Handling Workers' Compensation Cases***

Judy Clark, HR Answers, Inc.

Communication with employees is perhaps the most vital link in a well-run workers' compensation program. Employees need to know that you care about them. They need to know and understand their rights and responsibilities under the law. If you do not provide this information in a timely manner, the costs may skyrocket and getting the employee back to work knowing the district cares about them could be challenging. And it isn't just about workers' comp – it may also include dealing with a new disability that results in a lesser capability and the need to think about accommodation.

This session will address how supervisors and managers make a critical difference in the length of time off, the employee's attitude about returning to work, and how other employees view the actions of the employer. Filled with real life stories and accompanied by tips about workers' comp best practices, this promises to be a lively session and an opportunity to ask questions and get practical answers.

☐ **Topic: Finance Session**

***Navigating Today's World of Municipal Finance***

David Ulbricht, Special Districts Association of Oregon Advisory Services and  
Ann L. Sherman, Hawkins Delafield & Wood LLP

This session will provide brief insight on current topics relating to borrowing options, rules, and responsibilities of municipal borrowers before and after the issuance of debt. In addition, David will discuss the role of the Internal Revenue Service, Securities Exchange Commission, and the Municipal Securities Rulemaking Board.





## Conference Saturday, Feb. 11 (cont.)

1:30 - 3 p.m.

☐ **Topic: Advanced Board Training Session**

***Top Ten Board Member Best Practices***

Christy Monson, Local Government Law Group

Christy Monson is an attorney at the Local Government Law Group in Eugene, Oregon, a law firm representing over 100 special districts. Christy specializes in employment law, intergovernmental agreements and governmental partnerships, personnel management, lobbying, telecommunications and utility franchises, council and board governance, public records, public meetings, and government ethics. Join this session to learn how to make friends and influence your community, and hear her recommendations for Top Ten Board Member Best Practices.

☐ **Topic: Implementation of a Loss Prevention Plan**

***Musculoskeletal Injury Prevention Toolkit***

Greg Jackson, Special Districts Association of Oregon

The musculoskeletal system provides form, support, stability, and movement for the body. Injuries involving these important functions accounted for 32 percent of all injury and illness cases in 2014, according to the US Bureau of Labor and Statistics. Not surprisingly, they are the most frequent kind of injury experienced by SDIS members. During this session, we will explore the three most common types of musculoskeletal injuries and provide you with tools and implementation strategies that will help mitigate future exposure in the office and out in the field.

☐ **Topic: Internal Investigations**

***Public Sector Workplace Investigations***

Joe Henner, Pacific Consulting and Investigations, Inc.

Exercising complete confidentiality, this session will focus on the nature of the allegations PCI believes are trending in the public sector in Oregon, as well as the critical steps necessary to complete an investigation. The presentation will offer suggestions on how agencies can better position themselves should they face legal challenges, including grievances, arbitration and civil litigation. Mr. Henner will share steps public sector agencies can take to improve their position when allegations arise. His presentation includes data on the allegations and his findings.

☐ **Topic: Legislative Update**

Hasina E. Squires and Mark Landauer, Special Districts Association of Oregon

The Oregon State Legislature convenes for its long session in February. Expected to run through June, SDAO staff will track hundreds of pieces of legislation affecting all types of special districts. Legislative staff will also provide an overview of SDAO legislative priorities and provide insight into potential positive and negative legislation that will affect special districts. Districts interested in pending legislation should not miss this legislative update.



Please type or print legibly. You may complete and return this registration form, or register online at [www.sdao.com](http://www.sdao.com). Registration will remain open until maximum capacity is reached. The last day to register and the last day to receive a refund for cancellation is **January 27, 2017**. No shows will be charged.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

District/Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Spouse/Guest First and Last Name: \_\_\_\_\_ (Indicate meals for your spouse/guest, if any, below.)

Check all that apply:

☐ First Time Conference Attendee

☐ District Voting Delegate

☐ We will provide a door prize (\$50 limit)

**PRE-CONFERENCE REGISTRATION | Thursday, February 9**
**FEE**
**TOTAL**
☐ **Government Ethics and Morals**

\$60.00

\$ \_\_\_\_\_

*George Dunkel, Special Districts Association of Oregon and Jeff Griffin, OFCA*

Includes session from 8 a.m. - noon, continental breakfast, &amp; lunch

☐ **Risk Management Training**

\$100.00

\$ \_\_\_\_\_

*SDAO Risk Management Staff and Guest Speakers*

Includes session from 8 a.m. - 5 p.m., continental breakfast, &amp; lunch

**CONFERENCE REGISTRATION | Friday-Sunday, February 10-12**
**FEE**
**TOTAL**
☐ **Full Conference Registration | February 10-12**

\$230

\$ \_\_\_\_\_

Includes keynote session, meals (excluding Friday dinner), Friday &amp; Saturday breakout sessions, Awards Banquet, &amp; closing session

☐ **One-Day Registration | Friday, February 10**

\$140

\$ \_\_\_\_\_

Includes Friday's keynote, breakout sessions, continental breakfast, &amp; lunch

☐ **One-Day Registration | Saturday, February 11**

\$140

\$ \_\_\_\_\_

Includes Saturday's breakout sessions, continental breakfast, &amp; lunch

Please indicate any special dietary needs for attendee: \_\_\_\_\_

**GUEST MEALS: Attendees' meals are included as indicated above.**

Attendees' meals are included as indicated above.

This section allows you to purchase meals for your guest or to add meals for yourself that are not already included with your registration.

**Friday, February 10**
**QUANTITY**
**FEE**
**TOTAL**
☐ Breakfast

\_\_\_\_\_ \$ 25.00

\$ \_\_\_\_\_

☐ Lunch

\_\_\_\_\_ \$ 32.25

\$ \_\_\_\_\_

**Saturday, February 11**
☐ Breakfast

\_\_\_\_\_ \$ 25.00

\$ \_\_\_\_\_

☐ Lunch

\_\_\_\_\_ \$ 32.25

\$ \_\_\_\_\_

☐ Awards Banquet & Entertainment

\_\_\_\_\_ \$ 64.50

\$ \_\_\_\_\_

**Sunday, February 12**
☐ Breakfast Buffet & Closing Speaker

\_\_\_\_\_ \$ 29.00

\$ \_\_\_\_\_

Please indicate any special dietary needs for guest: \_\_\_\_\_

**PAYMENT METHOD**
☐ Check | Make checks payable to SDAO

Mail to: SDAO, PO Box 12613, Salem OR 97309-0613

**TOTAL ENCLOSED \$** \_\_\_\_\_

Questions? Contact us at 800-285-5461 or [MemberServices@sdao.com](mailto:MemberServices@sdao.com).



THANK YOU

Our family is so grateful for the kind thoughts, and all the good you brought for us. We're blessed to have you in our lives.

Judi &  
Family

Thank  
You

Mike

I feel so blessed  
to have you and  
the fireman present  
the flag for Larry's  
service, and all

of the kindness  
you all shared.

I loved seeing  
you in your men  
in their formal  
dress.

Thanks so much  
Gudi & family

Thank you for not only thinking  
of us, but also for getting, delivering  
and stacking fire wood for us!  
We appreciate all you do!

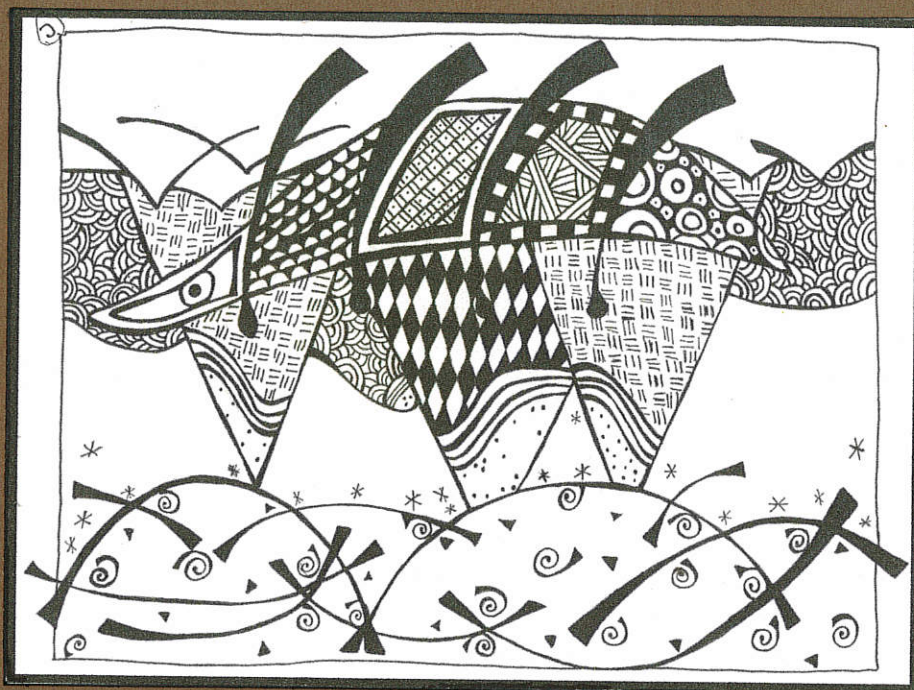
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Thank You!

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The Hales Girls 





Dear Mike + Crew,

12-24-16

Thanks for the limo ride to GoodSam (Oct 2016). It was crazy busy but I went straight to the front of the line!

The crew that took me in did an excellent job. I appreciate their good work and that of all the crew and staff at Scappoose Fire + Rescue.

I'm hoping to make it through 2017 with no more limo service! Thanks and Keep up the great work that you do. Pete McHugh





My wife, Charleen, and I would like to thank the response team for their efforts at Fred Meyer on Monday, Dec. 12 where I had a "fainting" incident. I was tended to and transported to St. Vincent's on Barnes Rd.

*May the Season bring you Joy*

Again, Thank you very much - I am now doing fine -

Sincerely,

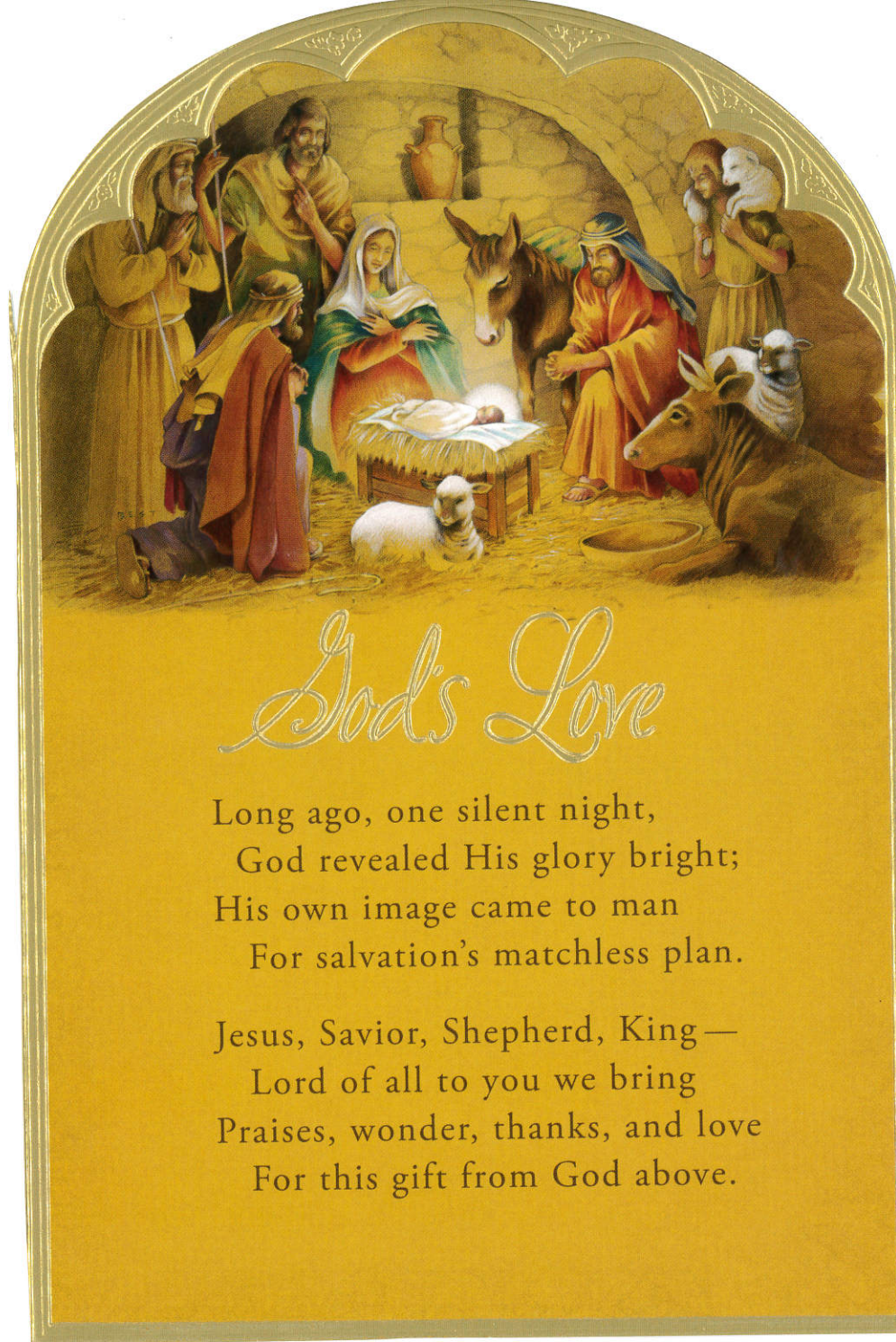
*Rita May Kendall*



*To all the crew!*

Remembering you this Christmas  
and praying your celebration brings  
a heart full of joy as you remember  
God's amazing love  
shown through His Son, Jesus.

*Gene & Ruth Gross,  
Thanks so much for  
all the work & help  
you do all year  
thru!*



## *God's Love*

Long ago, one silent night,  
God revealed His glory bright;  
His own image came to man  
For salvation's matchless plan.

Jesus, Savior, Shepherd, King —  
Lord of all to you we bring  
Praises, wonder, thanks, and love  
For this gift from God above.

Thank You

SCAPPOOSE FIRE -

THE BAGELS WERE DA' BOMB!  
OMG SO GOOD!!

Thank You From Your  
911 Team ☺



# GMC Pickup Up-fit Quote Comparison - SVS

Vendor	Price	Points	
			1 LED Lightbar, All shall be 6 LED light heads
			1 Front Warning - RED/BLUE / CLEAR (BLUE & CLEAR only active on Level-3)
			1 Takedowns - CLEAR (can be integrated with CLEAR warning)
			1 Side/Intersection - RED
			1 Alley - CLEAR
			1 Rear - RED / AMBER
			Command Post - GREEN LED light(s) to signify commandpost. Install/ configure after final approval by Fire District
			1 Pre-emption device - (prefer Opticom) can be defeated when transmission in park.
			1 Front Grill - 4 minimum - LED (3 LED light heads) lights - RED/BLUE
			1 Front Grill - 2 - LED (4 LED light heads) lights to act as "wigwag" - CLEAR
			1 Mirrors - LED (3 LED light heads) lights - RED
			1 Intersection - LED lights - Prefer running board & canopy - RED
			1 Rear of vehicle - 4 minimum - LED (3 LED light heads) lights - RED/AMBER
			1 Rear tail - LED lights (hidden) - RED
			Install running boards or step boards under doors
			1 Antennas - 3- VHF, 1- 800 MHz, 1- cellular (future), 1- GPS - preferably mounted on canopy wired to center console in ca.
			1 Whelen Siren 295HFS44 or 295SLSA6 w/ 2x 100 watt or 1 x 200 watt speaker w/ "Howler" add-o
			1 Center console to fit 4 radios - 2 portable chargers, siren head, 2 USB outlets, 3(triple)12V outlets minimum - one outlet wired "hot" to vehicle battery, mapbook holder, cup holder, medical glove holder (for 2 boxes).
			1 LED strip lights for inside canopy above both "windoors" and rear door. To come on with the door opening or with a switch
			1 Power option for inverter / 12V outlets in bed/canopy
			1 Mount and mag keyboard for iPad
			1 Winch mount for bumper with grill & headlight guard fitting a Warn 8000 or 9000 lb type winch
			1 Onboard battery charger (Powermanita M230) / shore plugin (in rear bumper area) / power tamer
			1 Dual battery isolation via solenoid or relay. Should engage when ignition is in the on/run position.
			1 Bed slide out (Extend, Joey, Slidemaster, etc) minimum 100% extension.
			Install 2-VHF radios, 1-800 MHz radio, NCS 250 Mobile Multi-Switcher, Pyramid vehicle repeater (provided by Fire District) and configure per customers specifications.
			Firecom 2 person intercom radio interface, with 2 wireless headsets
	\$16,764.48	23 Totals	
	Extra Value		