



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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

REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, APRIL 13, 2017, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

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

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

AUDIENCE: FF L. Gandara, Lt. R. Anderson and Intern A. Zimbrick

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

AUDIENCE PARTICIPATION - None

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. Kriek. Mr. Sorenson asked about the SeaWestern bill, Impala repairs and the monthly bills from the pest company for Chapman. Chief Greisen said the SeaWestern check paid for flow tests on all the SCBAs. Chief Pricher said that in addition to tires, there was a starter problem with the Impala. Ms. Salisbury said that each pest invoice includes a detailed report of what was found and what was done.
Motion to approve the consent agenda carried unanimously.

CHIEF'S REPORT: Hardship Report – The District did not have any write-offs for the quarter ending Dec. 31. This quarter's write-offs totaled \$2,365.

March Alarm Report - Last year there were 166 calls for this month; this year also 166.

Safety Meeting – March and April meetings. The board discussed the backing incident with 4380 at the Mountain View hotel. Chief Greisen said that it is tight quarters there, but they should have used a backer. Among other items, the board also discussed the fireboat's instrument gauge having bright lights at night and no switch to decrease lighting. Mr. Sorenson asked about the station cleanup. FF Gandara is in charge of the station cleanup. Chief Greisen said we have to be careful not to dispose of items purchased with federal money because they do not belong to us.

Fire Chief's Report – Mr. Sorenson asked about the time required for school district inspections. Chief Greisen explained that St. Helens was inspected by two teams so that they could get it done in one day. The state assigned another deputy out of Salem to help make this possible. The county school districts had not been

inspected in some years. Chief Pricher said that the most common problem in all buildings is dead batteries in the Exit signs.

Fire Marshal Report – Chief Pricher reported many systems tests this past month; fire alarms, sprinkler systems, fire pumps, suppression systems, etc. The number of plan and administrative reviews has probably quadrupled in the last month. Cascade Tissue wants to be open next week, but the building official cannot sign off until they get their dust collection system operating. Chief Greisen and Chief Pricher tested a new driveway grade measuring system which appears to be more flexible and accurate.

Training Chief Report – Chief Marks said the Raymond Creek house has been used for various trainings already and will be burnt next week. The CRF&R fire truck went off the road about 150 feet from that house after training. Chief Greisen said that incident involved four staff members and a fire engine on a road with short soft shoulders due to all the rain. Two were transported by ambulance and two by chief officer's rig. All are ok. We do not know yet whether the engine will be totaled or if it can be repaired. They paid about \$30,000 for it, but the \$34,000 insurance on the engine is not enough to replace it. A 60 ton crane came from Battleground to lift it out. Chief Marks said that road is similar to many roads in both districts, so the lessons learned from the incident are widely applicable. Mr. Sorenson said that the press release was great with clear information.

Chief Marks said that Recruit Academy is currently active, with graduation scheduled for May 7. We have 2 and CRF&R has 7, including 3 who are auditing. President Grant asked for a reminder about graduation so that board members can try to attend. Chief Marks agreed, and said he is also looking for a public speaker for graduation.

Operations Chief Report – reviewed with no comment.

Volunteer Coordinator's Report – reviewed with no comment.

EMS Chief Report – reviewed with no comment.

Miscellaneous – Drone purchase. Chief Pricher made a presentation showing how much information a drone can provide that was previously unavailable without a helicopter. He showed a burning house, a wildland fire, and a landslide from several different aerial perspectives, as well as a bridge inspection. The District plans to train 4 to 6 staff on the drone to qualify for special, emergency use licenses. A policy will be created which, among other elements, will exclude almost all support of law enforcement. This is required by the county.

Chief Pricher reviewed the features of the recommended purchase. He explained that there would be a subsequent purchase next fiscal year of a higher quality camera that is currently in development. Board members discussed various safety and liability concerns. Chief Pricher explained the partnership with the county and the conditions for the special license. Mr. Sorenson moved to approve the \$1,700 purchase to start an un-manned aerial vehicle program as detailed in the presentation. Mr. Cairns seconded the motion.

The motion carried unanimously.

Lt. Anderson discussed the problem with hull corrosion on the fire boat. He described the inquiries and research that have gone into identifying a solution. The

recommended approach is to buy a system to equip the boat with electrostatic anodes which will provide cathodic protection to repel the rust. The conservative soft estimate is less than \$5,000. President Grant observed that this approach is trendy today, but it also appears to work well. Mr. Graham asked if a diver had inspected the boat. Lt Anderson discussed the review performed by Kevin Ritz, who is considered a national expert on this subject. Mr. Krieck moved to approve up to \$6,500 for electrolysis work on the boat. Mr. Sorenson seconded.

The motion carried unanimously.

We have purchased a Ford 150 pickup truck. Chief Smythe found it at the local MAPS dealership for less than \$20,000. The unused funds designated for this purchase can be used for lights, sirens, radio and other necessities.

OLD BUSINESS:

Committee Reports & Other Items.

- A. Awards & Incentives Committee – Chief Greisen said there was a meeting at which they discussed the Length of Service Award Plan for volunteers. A representative will come in June to provide further information to the committee.
- B. Management Team Committee – no meeting. The IGA Oversight Committee met and discussed how the relationship is working. Chief Greisen said the meeting went well. The City of Scappoose Police Dept. was sharing a part-time IT person with us who also works for the City of Portland. The plan is to setup an IGA with this person to provide IT for CRF&R, City of Scappoose, and Scappoose Fire. There will be more IT work next year due to the need for updated CAD systems and equipment.
- C. Planning Committee – no meeting.
- D. Appoint budget committee member – Mr. Krieck moved to approve Jeff Klobes as a budget committee member. Mr. Sorenson seconded.

Motion carried unanimously.

- E. Budget Items – Chief Greisen reviewed the proposed list of building maintenance projects and capital outlays. The 1987 vinyl flooring upstairs needs replaced, as well as security improvements for the station lobby and concrete paving at the back of the station. The EMS committee recommended putting LifePak AEDs in the chief officers' rigs to replace the obsolete 12-lead ECGs. The Wellness Committee recommends purchasing a refurbished treadmill and a stepmill. The blowhard positive pressure fans will reduce carbon monoxide in the building. The security equipment will supplement the existing equipment and include automatic door locks. The turnout rack dryer will speed up the drying process between fires so they are not hanging on chairs.

Chief Greisen said we always budget for radios, but will postpone buying them for now. The Bluetooth system from mask to radio is not fully developed so we cannot purchase until the new system has been determined. We do need SCBAs. Ours are obsolete in 2018, and we will be out of compliance with NFPA standards if we do not replace them soon. The grant has been written to replace them, but we will not know about that for a few months.

The Class A Burn Prop would be a joint purchase with CRF&R. This is subject to discussions with the CRF&R board on how Scappoose should pay for its use of their training facility. They charge other districts for their use, while we have made substantial contributions toward a roof ventilation system, a flashover

simulator, propane, etc. It is an expensive facility, and CRF&R pays \$180,000 annual debt service on a \$2.3 million loan. We have been using it more and more over the last two years. If we paid their going rate for our use, it would be about \$15,000, which is much less than paying \$25,000 toward the Burn Prop. Once we come to an agreement, it will be formalized with a contract.

Chief said we have learned in the last 2 weeks that the new 911 system with Columbia, Washington & Clackamas counties will require all new CAD systems with air cards. We have included \$40,000 in the budget to start replacing the computers in the rigs. The difficulty is that Mist Birkenfeld does not have cell service, nor does 80% of the Columbia County Sheriff's office.

Mr. Sorenson asked for a description of the Class A Burn Prop. Chief Marks explained that while the flashover simulator is a 40 ft. box, the Class A prop is two 40 ft. boxes tied in together. To start with, we would put one 8x8 burn cell in it. Trainees could come in different doors and more scenarios would be possible. It is expandable. Chief Greisen said that CRF&R is evaluating whether it can afford to pay its share. If they cannot, we will reconsider this purchase in the following budget year.

NEW BUSINESS

A. Board Responsibilities. President Grant brought up this subject relative to the Raymond Creek accident and the news and social media hubbub. Chief Greisen said that earlier Board notification would have been better, but he could not because he was a paramedic in the ambulance. President Grant observed that of course the board members make no comment and refer all questions to the District Public Information Officer (PIO). Mr. Sorenson said board notification is not Chief Greisen's responsibility. He said that in the past, Ms. Engstrom has notified him in her role as PIO. Chief Greisen said that Chief O'Connor is PIO for CRF&R and also oversees Ms. Engstrom in this capacity. Chief Greisen said we will look at drafting a communications policy to help address future situations involving various news and social media.

B. Fire Code Ordinance – Chief Pricher explained that there is the Ordinance and the Board Resolution adopting it. The Board Resolution has two parts – the fee schedule for violations and re-inspections, and the Fire Code Guide which defines and explains certain elements of the Fire Code. Chief Pricher said the previous ordinance was established in 1993 and is outdated. This Ordinance updates all the ORS references and accompanying codes. Instead of citing a specific Fire Code date, the Ordinance refers to “the most current Fire Code” so that we do not have to update this every 4 years. The Fire Code Guide is a 50 page document which has been reviewed by all the city and county planning departments and the county road department. Chief Pricher and Chief Greisen gave address sign and driveway examples of how our standards are similar and different from those in other districts. Two readings are required before the Ordinance can be adopted. This is the first reading. After the District adopts this Ordinance, it goes to the cities and county for adoption.

C. Final reading for Board Policy 12 for Career Employees. The Building Use policy will be revised further and presented at a later date. Mr. Graham moved to approve Board Policy 12, and Mr. Cairns seconded the motion.

The motion carried unanimously.

AUDIENCE: No comment

GOOD OF THE ORDER: No thank you cards to review.

ADJOURNMENT: Mr. Sorenson moved to close the meeting, Mr. Cairns seconded, and the motion passed unanimously. President Grant adjourned the meeting at 9:25 p.m.

Signed this 4th day of May, 2017.


David Grant, President


David Graham, Secretary/Treasurer

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, April 13, 2017, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from March 9, 2017
 - B. Bills to be approved for April 13, 2017 meeting
 - C. Budget vs. Actual a/o March 31, 2017
- IV. CHIEF'S REPORT
 - A. Alarm Report
 - B. Safety Meeting Minutes
 - C. Fire Chief Report
 - D. Fire Marshal Report
 - E. Training Chief Report
 - F. EMS Chief Report
 - G. Operations Chief Report
 - H. Safety Resource Mgmt Chief Report
 - I. Miscellaneous
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Appoint budget committee member
 - E. Budget Discussion
- VI. NEW BUSINESS
 - A. Board Responsibilities
 - B. Fire ordinances
 - C. Final review for Board Policies 12 and 13
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

4/13/2017

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

CHIEF’S REPORT

Alarm Report – will be in Dropbox

Safety Meeting –

Fire Chief Report – will be in Dropbox

Fire Marshal Report – will be in Dropbox

Training Chief Report – will be in Dropbox

EMS Chief Report – will be in Dropbox

Operations Chief Report – will be in Dropbox

Safety/Resource Mgmt. Chief Report – will be in Dropbox

Miscellaneous – Drone purchase – will be in Dropbox

OLD BUSINESS

Awards & Incentives Committee -

Management Team Committee –

Planning Committee –

Appoint Budget Committee member – Letter of interest in Dropbox. Need motion to approve candidate.

Budget Discussion -

NEW BUSINESS –

Board responsibilities – per President Grant

Board policies 12 and 13 – in Dropbox. Need motions to approve.

Fire ordinances – will be in Dropbox. Must be read twice at two separate Board meetings. Shall be read by title only unless Board votes otherwise. Vote to approve must be unanimous. Ordinance takes effect on the thirtieth (30th) calendar day after enactment, or later by Board decision.

Good of the Order –

04/12/17

Accrual Basis

Scappoose Rural Fire District

Check Register

As of April 13, 2017

Date	Num	Source Name	Memo	Amount
Checking U.S. Bank				
3/13/2017			EMS Deposit	2,873.04
3/13/2017			EMS Deposit	250.35
3/13/2017			Deposit	841.28
3/13/2017			EMS Deposit	439.46
3/14/2017			EMS Deposit	501.48
3/14/2017		US Bank	Service Charge	-14.95
3/16/2017			Deposit	19,229.45
3/16/2017			EMS Deposit	1,778.17
3/17/2017			EMS Deposit	3,048.59
3/17/2017		American General	Payroll deduction	-59.85
3/20/2017			EMS Deposit	146.45
3/20/2017			EMS Deposit	2,794.29
3/20/2017			EMS Deposit	8,703.47
3/21/2017			FireMed Deposit	50.00
3/21/2017			EMS Deposit	1,623.99
3/23/2017			Grant Deposit	53,160.00
3/23/2017			EMS Deposit	308.87
3/23/2017		Flagship Merchant	VISA charge	-29.99
3/27/2017			EMS Deposit	330.57
3/27/2017			EMS Deposit	17,143.09
3/27/2017			Deposit	220.24
3/28/2017			EMS Deposit	167.75
3/28/2017			Deposit	551.05
3/28/2017	30838	2-Deep Diving LLC	4 floats for boathouse	-540.00
3/28/2017	30839	Ace Hardware	misc fasteners	-3.50
3/28/2017	30840	Airgas - USA, LLC	medical oxygen	-855.39
3/28/2017	30841	Alterations by Heather ...	uniform hemming and repair	-94.00
3/28/2017	30842	American Heritage Life ...	Mar staff life insurance-Case #84457	-217.44
3/28/2017	30843	AT&T Mobility	Feb wireless charge	-333.27
3/28/2017	30844	Booth, Shelly	reimb. uninsured medical exp	-208.33
3/28/2017	30845	Bound Tree Corp.	medical supplies	-5,355.50
3/28/2017	30846	CenturyLink	Scappoose Station landlines	-423.61
3/28/2017	30847	CES - OR	EMT tuition: Kyle Bernier	-545.00
3/28/2017	30848	City of Scappoose	water/sewer	-275.88
3/28/2017	30849	Columbia River Auto Gl...	windshield replacement - 4381	-199.00
3/28/2017	30850	Columbia River Fire & ...	Airwatch iPad mgmt software	-1,996.53
3/28/2017	30851	Comcast	Scappoose internet & cable tv	-189.53
3/28/2017	30852	Cotner, Lisa	EMS over-payment	-145.00
3/28/2017	30853	Country Media Inc.	Budget committee member ad	-48.40
3/28/2017	30854	CRPUD	Boathouse(\$48.31) & main station(\$9...	-1,000.63
3/28/2017	30855	Curtis	PO5899 - blue FF pants - Heuer	-113.87
3/28/2017	30856	EMS Technology Soluti...	operative IQ, asset & fleet mgmt licens...	-520.00
3/28/2017	30857	Fast Lube and Oil	Oil change 2015 GMC Truck	-130.90
3/28/2017	30858	FinishLine Graphics	50 reflective 3" decals	-105.00
3/28/2017	30859	Greenup, Cade	Per diem for Strike Leader training	-45.00
3/28/2017	30860	Greisen, Michael S.	reimb. staff mtg & CRFR crew food	-91.65
3/28/2017	30861	Highland Home Repair	install stainless backsplash in kitchen	-115.00

04/12/17

Accrual Basis

Scappoose Rural Fire District

Check Register

As of April 13, 2017

Date	Num	Source Name	Memo	Amount
3/28/2017	30862	HRA VEBA Trust	Emplyr ID YA417.001 - Contrib Rept ...	-2,000.00
3/28/2017	30863	International Assoc. of ...	one year membership	-279.00
3/28/2017	30864	Les Schwab Tires	Chevy Impala-hub assembly replacem...	-315.04
3/28/2017	30865	Liebig, Paul	reimb. uninsured medical exp	-208.33
3/28/2017	30866	N.A.F.T.	Strike Team Leader - Greenup - 4/21/17	-225.00
3/28/2017	30867	N.W. Natural Gas	Feb natural gas	-192.38
3/28/2017	30868	Nationwide Retirement ...	Emplyr & Employee contributions	-2,086.00
3/28/2017	30869	Northwest Apparel	3 names - Hulsopple	-6.00
3/28/2017	30870	O.V.F.A.	2 day conference - Meg Schoof	-243.00
3/28/2017	30871	Office Depot, Inc.	office paper supplies	-16.98
3/28/2017	30872	Pacific Office Automati...	monthly fee plus color overages	-182.60
3/28/2017	30873	Principal Financial Group	Life Ins policy 4809832 - Anderson, R...	-52.24
3/28/2017	30874	Safeguard Fire Extingui...	service, recharge & refill 57 fire exting...	-594.95
3/28/2017	30875	Salisbury, Janine	reimb uninsured medical exp	-208.33
3/28/2017	30876	SBG-VAA	PR deduct SBG Plan 612041 - C Eng...	-60.00
3/28/2017	30877	Scappoose Storage	Apr storage unit rent	-97.00
3/28/2017	30878	Sea Western Fire Appa...	Firehunter boots & SCBA repair suppli...	-619.84
3/28/2017	30879	SHCFCU VISA ACCT#...	visa bills - see itemized acct listing	-7,259.39
3/28/2017	30880	Sunset Auto Parts	vehicle repair supplies	-118.67
3/28/2017	30881	U.S. Postal Service	4 rolls forever stamps	-196.00
3/28/2017	30882	Verizon Wireless	wireless phones	-410.12
3/28/2017	30883	Voya-State of Oregon ...	457 plan - Oregon Savings Growth Plan	-10,606.48
3/28/2017	30884	Walter E. Nelson Co.	cleaning supplies	-373.72
3/28/2017	30885	Wilcox & Flegel	biodiesel & unleaded fuel	-1,177.17
3/28/2017			EMS Deposit	1,757.65
3/28/2017	30886	CES - OR	Paramedic tuition: Austin Zimbrick	-790.00
3/28/2017	30887	Columbia River Fire & ...	Tighten battery terminals-2015 GMC S...	-40.00
3/28/2017			FireMed Deposit	110.00
3/28/2017			EMS Deposit	1,795.00
3/29/2017			EMS Deposit	50.00
3/30/2017			Funds Transfer	175,000.00
3/31/2017		Paychex - tax	Employee & Emplyr payroll taxes	-50,924.22
3/31/2017		Paychex Payroll	March net pay	-85,155.87
3/31/2017		Paychex Invoice	March reg PR svcs	-144.60
3/31/2017		Oregon Dept. of Justice	PR deduction	-712.00
3/31/2017			EMS Deposit	6,343.72
3/31/2017			Service Charge	-83.21
3/31/2017			Interest	1.78
4/3/2017			EMS Deposit	2,678.60
4/3/2017			EMS Deposit	6,343.72
4/4/2017			EMS Deposit	9,313.85
4/4/2017			EMS Deposit	1,765.67
4/6/2017			EMS Deposit	150.00
4/10/2017			Deposit	7,097.71
4/10/2017			Deposit	500.00
4/10/2017			EMS Deposit	112.89
4/10/2017			EMS Deposit	3,405.67
4/12/2017		P.E.R.S.	PERS on Mar payroll	-34,311.91

04/12/17

Accrual Basis

Scappoose Rural Fire District

Check Register

As of April 13, 2017

Date	Num	Source Name	Memo	Amount
4/12/2017			EMS Deposit	1,961.87
4/12/2017	30888	Ace Hardware	building & equipment supplies	-99.43
4/12/2017	30889	Airgas - USA, LLC	medical oxygen & cylinder rental	-408.73
4/12/2017	30890	American Heritage Life ...	Apr staff life insurance-Case #84457	-217.44
4/12/2017	30891	Bernier, Kyle	reimb. training materials & mileage	-549.02
4/12/2017	30892	Bound Tree Corp.	medical supplies	-3,775.23
4/12/2017	30893	City of Portland	AR-9055 800 MHz access	-108.03
4/12/2017	30894	Clatsop County Firefigh...	Basic Fire Investigation - Liebig	-50.00
4/12/2017	30895	Columbia Feed & Supply	2 6-pks bar oil	-31.85
4/12/2017	30896	Columbia River Fire & ...	SRFD share of volunteer coordinator	-3,920.00
4/12/2017	30897	Comcast	internet for Scappoose	-127.85
4/12/2017	30898	Country Media Inc.	CH17-0633 Board mtg notice	-51.60
4/12/2017	30899	Curtis	non-ambient aircheck air analysis	-110.00
4/12/2017	30900	DocuMart Printing & Co...	3,000 2-part NCR EMS Charts form	-397.80
4/12/2017	30901	EMS Technology Soluti...	operative IQ, asset & fleet mgmt licens...	-270.00
4/12/2017	30902	Engraving Emporium, Inc.	28 name tags; various purposes	-88.95
4/12/2017	30903	Environmental Complia...	Medical Waste	-75.00
4/12/2017	30904	Fast Lube and Oil	2 oil changes	-114.85
4/12/2017	30905	Forest Service	S-358 Communications Unit Leader(Ni...	-54.00
4/12/2017	30906	Grumpy's Towing	2 winter storm tows	-400.00
4/12/2017	30907	Kirk, Thomas	March fitness memb reimb	-30.00
4/12/2017	30908	Les Schwab Tires	tire changeover & new tires for Impala	-524.52
4/12/2017	30909	Maller, Dave	monthly IT maintenance contract	-1,032.50
4/12/2017	30910	Moda Health	May health insurance prem	-15,880.47
4/12/2017	30911	Municipal Emergency S...	Target Solutions license for 1/31/17 - ...	-4,725.00
4/12/2017	30912	N.W. Natural Gas	Mar natural gas	-137.20
4/12/2017	30913	Nationwide Retirement ...	Emplyr contributions	-5,652.48
4/12/2017	30914	Nehl, Steve	March volunteer mileage	-48.15
4/12/2017	30915	Office Depot, Inc.	2 Brother TN-336BK toner cartridges	-155.98
4/12/2017	30916	Oregon Health & Scien...	EMS Services Jan-Mar, 2017	-500.00
4/12/2017	30917	P.G.E.	Utilities for Holbrook Station	-126.45
4/12/2017	30918	Pacific Athletic Club	2 fitness dues May 2017	-80.00
4/12/2017	30919	Paramount Pest Contro...	pest extermination @ Chapman station	-65.00
4/12/2017	30920	PEAK Internet	Chapman&Scappoose internet	-76.88
4/12/2017	30921	Ritchie, Christopher	physician adviser	-691.67
4/12/2017	30922	S.H.C.F.C.U.	Career staff food fund	-545.00
4/12/2017	30923	Salisbury, Janine	reimb OFCA mtg 42 mi @ \$.535/mi	-22.47
4/12/2017	30924	Scappoose Outfitters	100 custom SFD patches	-325.00
4/12/2017	30925	Sea Western Fire Appa...	ICM exchange; 44 SCBA flow tests; re...	-4,831.13
4/12/2017	30926	Sirennet.com	LED Scene 9x7 Quadraflare	-294.98
4/12/2017	30927	Standard Insurance	Apr/May Life & Disability Insurance	-1,558.02
4/12/2017	30928	TriZetto Provider Soluti...	Fees for EMS billing software	-101.26
4/12/2017	30929	Tualatin Valley Fire Fig...	April 2017 Union Dues	-1,294.07
4/12/2017	30930	Verizon Wireless	wireless phones	-410.12
4/12/2017	30931	W.O.E.C.	Acct 13045001 Chapman avg electric	-432.00
4/12/2017	30932	Waste Management of ...	Garbage/Recycling	-123.73
4/12/2017	30933	Weber, Audrey	Refund EMS overpmt	-300.00
4/12/2017	30934	Wilcox & Flegel	119 gal furnace oil	-267.75

4:29 PM

04/12/17

Accrual Basis

Scappoose Rural Fire District

Check Register

As of April 13, 2017

Date	Num	Source Name	Memo	Amount
4/12/2017	30935	Dealers Market LLC	'08 Ford 4X4 Supercrew F150	-19,287.50
4/12/2017	30936	Wilcox & Flegel	unleaded & biodiesel	-1,575.52
Total Checking U.S. Bank				47,257.82
TOTAL				47,257.82

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
3/28/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	1,800.00
3/28/2017	Booth, Shelly	reimb uninsured medical exp	208.33
3/28/2017	Liebig, Paul	reimb. uninsured medical exp	208.33
3/28/2017	Salisbury, Janine	reimb uninsured medical exp	208.33
3/28/2017	Nationwide Retirement So...	District share of payment	375.00
3/31/2017	Paychex - tax	ER Work Benefit	50.89
3/31/2017	Paychex Payroll	flex spend health ins	10,706.25
4/12/2017	Moda Health	General Fund health ins prem	14,651.00
4/12/2017	Standard Insurance	Apr/May Life & LTD Insurance	1,035.76
4/12/2017	Nationwide Retirement So...	District share of payment	5,652.48
4/13/2017	Liebig, Paul	per diem for class	30.00
Total 550 Insurance			34,926.37
560 Personnel Salaries			
3/17/2017	American General	Insurance Premium	59.85
3/28/2017	Nationwide Retirement So...	Employee PR deductions	1,523.00
3/28/2017	SBG-VAA	Security Benefit plan 61204...	60.00
3/28/2017	Voya-State of Oregon Plan	Oregon Savings and Growth...	10,231.48
3/28/2017	Principal Financial Group	Life Ins policy 4809832 - An...	52.24
3/28/2017	American Heritage Life In...	Case # 84457 R Anderson 9...	217.44
3/31/2017	Paychex - tax	Employee Taxes Withheld	36,074.73
3/31/2017	Paychex Payroll	FLSA	1,558.24
3/31/2017	Paychex Payroll	telephone	300.00
3/31/2017	Paychex Payroll	longevity	509.00
3/31/2017	Paychex Payroll	FF incentives	1,190.00
3/31/2017	Paychex Payroll	Deferred comp	2,214.00
3/31/2017	Paychex Payroll	all staff OT	13,232.33
3/31/2017	Paychex Payroll	Balance GF net pay	46,272.61
3/31/2017	Paychex Payroll	Shiftdf	188.76
4/12/2017	S.H.C.F.C.U.	9 shift PR deductions	315.00
4/12/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR ded...	60.00
4/12/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	1,065.10
4/12/2017	P.E.R.S.	Employee 6% IAP plus unit ...	8,157.51
4/12/2017	Standard Insurance	Apr STD PR deductions	368.67
4/12/2017	American Heritage Life In...	Case # 84457 R Anderson 9...	217.44
Total 560 Personnel Salaries			123,867.40
570 SocSec/Medicare(FICA)			
3/31/2017	Paychex - tax	Emplr FICA (incl grant staf...	10,459.75

Scappoose Rural Fire District
Itemized Account Activity
 March 10 through April 13, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
Total 570 SocSec/Medicare(FICA)			10,459.75
580 Volunteer Services			
3/12/2017	Amazon	1 Coleman CPX 6 XL LED ...	39.99
3/17/2017	Engraving Emporium, Inc.	awards for annual dinner	254.18
3/18/2017	Pizza Vendor	coverage food for awards ba...	44.95
3/18/2017	Fred Meyer	coverage food for award ba...	12.55
3/20/2017	Fred Meyer	gift cards for SVFA dinner	400.00
3/20/2017	Flora Designs	sympathy plant	45.00
4/7/2017	Pizza Vendor	food for windstorm coverage...	106.65
4/12/2017	Bernier, Kyle	March volunteer mileage	128.40
4/12/2017	Nehl, Steve	March volunteer mileage	48.15
Total 580 Volunteer Services			1,079.87
590 Personnel Benefits			
4/12/2017	Pacific Athletic Club	May 2017 dues; Marks & Sa...	80.00
4/12/2017	P.E.R.S.	Employer PERS	23,475.65
4/12/2017	Kirk, Thomas	March fitness memb reimb	30.00
Total 590 Personnel Benefits			23,585.65
Total 1.1 GENERAL FUND PERSONNEL SVCS			193,919.04
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
3/28/2017	Scappoose Storage	Apr storage unit rent	97.00
4/12/2017	Ritchie, Christopher	physician adviser	691.67
4/12/2017	Columbia River Fire & Re...	SRFD share of volunteer co...	3,920.00
Total 670 Contract Services			4,708.67
720 Public Education			
4/7/2017	Amazon	Uniden BC75XLT Public Saf...	79.95
Total 720 Public Education			79.95
740 Uniforms			
3/28/2017	FinishLine Graphics	50 reflective 3" decals	105.00
3/28/2017	Curtis	PO5899 - blue FF pants - H...	113.87
3/28/2017	Northwest Apparel	3 names - Hulsopple	6.00
3/28/2017	Alterations by Heather LLC	uniform hemming and repair	94.00
4/12/2017	Scappoose Outfitters	100 custom SFD patches	325.00
4/12/2017	Engraving Emporium, Inc.	28 name tags; various purpo...	88.95
Total 740 Uniforms			732.82
750 Maintenance on Equipment			

04/13/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
3/18/2017	Skinny's	19.15 gal veh#4384 \$2.66/gal	50.94
3/21/2017	Emmert Chevrolet, Inc.	part for 4381	7.00
3/28/2017	Sunset Auto Parts	'96 Chevy Truck Bosch wipe...	40.78
3/28/2017	Les Schwab Tires	wheel spin balance '00 Gian...	60.00
3/28/2017	Fast Lube and Oil	Oil change 2015 GMC Truck	130.90
3/28/2017	Les Schwab Tires	Chevy Impala - hub assembl...	255.04
3/28/2017	Wilcox & Flegel	300 gal @ \$2.42/gallon	725.16
3/28/2017	Wilcox & Flegel	250.1 gal @ \$1.81/gallon	452.01
3/28/2017	Sea Western Fire Apparatus	2 sets MSA housing, screws...	256.59
3/28/2017	Safeguard Fire Extinguish...	service, recharge & refill 57 ...	594.95
3/28/2017	Sunset Auto Parts	31 valve caps	18.29
3/28/2017	Sunset Auto Parts	repair supplies	59.60
3/28/2017	Columbia River Auto Glass	windshield replacement-4381	199.00
4/12/2017	Les Schwab Tires	LT winter changeover '14 G...	70.00
4/12/2017	Grumpy's Towing	roadside assist 3.11.17	200.00
4/12/2017	Grumpy's Towing	ambulance assist in snow	200.00
4/12/2017	Les Schwab Tires	'01 Chevy Impala-4 new tires	454.52
4/12/2017	Columbia Feed & Supply	2 6-pks bar oil	31.85
4/12/2017	Sea Western Fire Apparatus	44 SCBA flow tests & supplies	4,075.00
4/12/2017	Sea Western Fire Apparatus	Regulator gauge HP & O rin...	188.12
4/12/2017	Sea Western Fire Apparatus	2 MSA 804821 screws	10.71
4/12/2017	Sea Western Fire Apparatus	2 MSA shoulder straps & 5 d...	212.15
4/12/2017	Fast Lube and Oil	Oil change 2015 GMC Truck	71.90
4/12/2017	Fast Lube and Oil	Oil change 2005 Chevy Sub...	42.95
4/12/2017	Sea Western Fire Apparatus	ICM 2000 Plus refurbish exc...	345.15
4/12/2017	Wilcox & Flegel	300 gal. midgrade unleaded	776.16
4/12/2017	Wilcox & Flegel	410.2 gal bio diesel	799.36
4/13/2017	Columbia River Fire & Re...	alignment for '15 GMC Sava...	176.12
4/13/2017	Columbia River Fire & Re...	repair wiring '96 Ford F700	163.44
4/13/2017	Columbia River Fire & Re...	service & repair '08 GMC Ko...	1,301.57
4/13/2017	Columbia River Fire & Re...	annual service '95 Chevy K3...	687.31
4/13/2017	Columbia River Fire & Re...	replace front coil springs & s...	1,276.21
4/13/2017	Columbia River Fire & Re...	replace heater core '91 Sutp...	362.80

Total 750 Maintenance on Equipment

14,295.58

760 Administration

3/12/2017	Amazon	4 Belkin 8-outlet surge prote...	82.08
3/12/2017	Amazon	Power Tap Grommet easy pl...	39.99
3/12/2017	Amazon	AmazonBasics 12-sheet hig...	99.99
3/12/2017		Service Charge	0.48
3/14/2017	Cornerstone Cafe	lunch - Rainier SD inspection	34.71
3/14/2017	US Bank	Service Charge	14.95
3/17/2017	Fred Meyer	food for SRFD staff meeting	38.77
3/23/2017	Flagship Merchant	VISA charge	29.99

04/13/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
3/23/2017	Amazon	1 ream yellow paper	11.25
3/23/2017	Amazon	1 ream green paper	11.15
3/23/2017	Amazon	2 drawer 42"W file cabinet	312.28
3/27/2017	Amazon	8-tab clear label dividers (25...	72.41
3/27/2017	Amazon	"Completed" stamp & doubl...	26.00
3/28/2017	U.S. Postal Service	4 rolls forever stamps	196.00
3/28/2017	Cotner, Lisa	EMS overpayment	145.00
3/28/2017	International Assoc. of Fir...	one year dept membership	279.00
3/28/2017	O.V.F.A.	2 day conference - Meg Sch...	243.00
3/28/2017	Office Depot, Inc.	office paper supplies	16.98
3/28/2017	Country Media Inc.	Budget committee member ad	48.40
3/28/2017	Greisen, Michael S.	reimb. staff mtg & CRFR cre...	91.65
3/31/2017	Paychex Invoice	Regular PR svcs + year-end	144.60
3/31/2017		Service Charge	83.21
4/7/2017	Amazon	8-tab clear label dividers(25 ...	72.41
4/7/2017	U.S. Postal Service	mailed insured SCBA package	46.95
4/7/2017	O.F.M.A.	Yellow Book-Fire Protection ...	47.00
4/10/2017	Amazon	3 reams colored paper	29.97
4/12/2017	Weber, Audrey	refund EMS overpayment	300.00
4/12/2017	Office Depot, Inc.	2 Brother TN-336BK toner c...	155.98
4/12/2017	Country Media Inc.	CH17-0633 Board mtg notice	51.60
4/12/2017	Salisbury, Janine	reimb OFCA mtg 42 mi @ \$....	22.47
4/12/2017	Fred Meyer	food for safety meeting	18.23
4/13/2017	Pizza Vendor	safety mtg food	90.35

Total 760 Administration

2,856.85

765 Information Technology

3/28/2017	Pacific Office Automation,...	monthly charge	36.00
3/28/2017	AT&T Mobility	Feb wireless charge	333.27
3/28/2017	Columbia River Fire & Re...	Airwatch iPad mgmt software	1,996.53
3/28/2017	Comcast	Internet for Scappoose	127.85
3/28/2017	Pacific Office Automation,...	quarterly charge	146.60
3/28/2017	Verizon Wireless	wireless phones	410.12
3/28/2017	Columbia River Fire & Re...	Tighten battery terminals-20...	40.00
3/28/2017	EMS Technology Solution...	Operative IQ inventory, asse...	260.00
3/28/2017	EMS Technology Solution...	Operative IQ, asset & fleet ...	260.00
4/3/2017	Apple iTunes	iCloud storage plan	0.99
4/12/2017	Maller, Dave	monthly IT maintenance con...	675.00
4/12/2017	City of Portland	800 MHz access	108.03
4/12/2017	EMS Technology Solution...	operative IQ, asset & fleet m...	270.00
4/12/2017	Maller, Dave	printer replacement & install	65.00
4/12/2017	Maller, Dave	VPN config & firewall upgrade	97.50
4/12/2017	Maller, Dave	Chapman network updates	195.00
4/12/2017	PEAK Internet	Chapman&Scappoose inter...	76.88

04/13/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
4/12/2017	TriZetto Provider Solution...	EMS billing software	101.26
4/12/2017	Comcast	internet for Scappoose	127.85
4/12/2017	Verizon Wireless	wireless phones	410.12
4/13/2017	Pacific Office Automation,...	monthly maintenance	36.00
Total 765 Information Technology			5,774.00
770 Operating Materials/Suppli			
3/18/2017	Amazon	1cs Lysol Power Toilet Bowl...	23.64
3/19/2017	Amazon	1 cs Kleenex Paper Towels (...)	48.87
3/20/2017	Amazon	1 cs Georgia-Pacific TP(182...	56.42
3/20/2017	Amazon	Wipes & SoftScrub w/Bleach	40.86
3/28/2017	Walter E. Nelson Co.	cleaning supplies	373.72
3/29/2017	Amazon	1 cs liquid detergent	28.73
3/30/2017	Amazon	scotch-brite scrub sponges	12.76
Total 770 Operating Materials/Suppli			585.00
775 Emerg. Operating Supplies			
3/21/2017	Fred Meyer	water & ice for logistics	28.90
3/28/2017	Sea Western Fire Apparatus...	PO1291 -FireHunter boots-L...	363.25
4/12/2017	Sirennet.com	LED Scene 9x7 Quadraflare	294.98
Total 775 Emerg. Operating Supplies			687.13
780 Building & Grounds Maint.			
3/28/2017	Highland Home Repair	install stainless backsplash i...	115.00
3/28/2017	Ace Hardware	misc fasteners	3.50
3/28/2017	2-Deep Diving LLC	floats for boathouse	540.00
3/30/2017	Amazon	US & Oregon State flags	259.94
4/12/2017	Ace Hardware	adapter & pipe end	3.28
4/12/2017	Ace Hardware	metal staples	10.97
4/12/2017	Wilcox & Flegel	119 gallons furnace oil	267.75
4/12/2017	Paramount Pest Control I...	pest extermination @ Chap...	65.00
4/12/2017	Ace Hardware	2 lg light bulbs & Hammer D...	51.96
4/12/2017	Ace Hardware	6 adapters & and PVC pipe	15.23
4/12/2017	Ace Hardware	in/outdoor 24" pushbroom	17.99
Total 780 Building & Grounds Maint.			1,350.62
790 Training			
3/16/2017	ICWE Convention	Fees: ICWE Conv: Smythe/...	198.00
3/17/2017	Virgin America Airline	travel: IWCE convention: S...	337.60
3/17/2017	Virgin America Airline	airfare: IWCE conv: Nielson	337.60
3/20/2017	Kahneeta Resort	hotel: Fire Studio 6: Marks	178.00
3/20/2017	Westgate Resort	lodging: ICWE Conv: Nielso...	123.75
3/24/2017	Phoenix Marriott	hotel: Fire Studio Conf: Marks	385.40
3/28/2017	CES - OR	EMT tuition: 1 of 3	545.00

04/13/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
3/28/2017	CES - OR	Paramedic tuition: Austin Zi...	790.00
3/28/2017	N.A.F.T.	Strike Team Leader - Green...	225.00
3/28/2017	Greenup, Cade	per diem for Strike Leader tr...	45.00
3/30/2017	Burger Joint	meal: ICWE Conv: Nielson/...	41.88
3/30/2017	Virgin America Airline	travel: ICWE Conv: Nielson/...	50.00
3/31/2017	Westgate LV Buffet	meal: ICWE Conv:Nielson/S...	36.77
4/1/2017	Westgate LV Buffet	meal: ICWE Conv: Nielson/...	36.77
4/1/2017	Benihana	meal: ICWE conf: Nielson/S...	185.90
4/3/2017	Virgin America Airline	travel: ICWE Conv: Nielson/...	50.00
4/4/2017	Westgate Resort	lodging: ICWE Conv: Smyth...	264.99
4/7/2017	Phantom Dynamics	4 gallons omnifog concentrate	140.00
4/7/2017	Dahlgren's Do It Best Buil...	Raymond Creek house- Bur...	170.17
4/8/2017	Subway	food: 5 Fire Academy instru...	18.65
4/8/2017	St Helens Market Fresh I...	Fire Academy training food	72.70
4/9/2017	Zhens Chinese Restaurant	food: 5 Fire Academy instru...	45.50
4/10/2017	Springhill Suites	lodging: OFIA conf: Marks	257.05
4/12/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
4/12/2017	Municipal Emergency Ser...	47 Premier Memberships (T...	4,183.00
4/12/2017	Municipal Emergency Ser...	3 Learning Management (Ta...	147.00
4/12/2017	Municipal Emergency Ser...	annual maintenance fee (Ta...	395.00
4/12/2017	Bernier, Kyle	reimb for EMT-B course sup...	420.62
4/12/2017	Clatsop County Firefighte...	Basic Fire Investigation - Lie...	50.00
4/12/2017	Forest Service	S-358 Communications Unit ...	54.00
Total 790 Training			9,845.35
810 Utilities			
3/28/2017	N.W. Natural Gas	Feb natural gas	192.38
3/28/2017	Comcast	cable tv for Scappoose	61.68
3/28/2017	CRPUD	boathouse	48.31
3/28/2017	CRPUD	main station	952.32
3/28/2017	City of Scappoose	water/sewer	275.88
3/28/2017	CenturyLink	Scappoose Station landlines	423.61
4/12/2017	W.O.E.C.	Avg monthly electric for Cha...	432.00
4/12/2017	P.G.E.	Electrical for Holbrook Station	126.45
4/12/2017	Waste Management of Or...	Garbage/Recycling	123.73
4/12/2017	N.W. Natural Gas	Mar natural gas	137.20
Total 810 Utilities			2,773.56
870 EMS Operations			
3/10/2017	Hellofax	report fax charges	9.99
3/28/2017	Airgas - USA, LLC	medical oxygen	348.58
3/28/2017	Airgas - USA, LLC	cylinder rental	173.39
3/28/2017	Bound Tree Corp.	medical supplies	5,273.52
3/28/2017	Bound Tree Corp.	medical supplies	81.98

04/13/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
3/28/2017	Airgas - USA, LLC	medical oxygen	333.42
4/10/2017	Hellofax	report fax charges	9.99
4/12/2017	Bound Tree Corp.	medical supplies	2,828.74
4/12/2017	Oregon Health & Science...	EMS svcs Jan-Mar, 2017	500.00
4/12/2017	Bound Tree Corp.	medical supplies	4.90
4/12/2017	Bound Tree Corp.	medical supplies	64.39
4/12/2017	Bound Tree Corp.	medical supplies	877.20
4/12/2017	DocuMart Printing & Copy...	3,000 2-part NCR EMS Char...	397.80
4/12/2017	Environmental Complianc...	Medical Waste collection pic...	75.00
4/12/2017	Airgas - USA, LLC	medical oxygen	114.90
4/12/2017	Airgas - USA, LLC	medical oxygen	103.43
4/12/2017	Curtis	non-ambient aircheck air an...	110.00
4/12/2017	Airgas - USA, LLC	cylinder rental	190.40
Total 870 EMS Operations			11,497.63
Total 1.2 GENERAL FUND MATERIAL & SVC			55,187.16
Total 1...			249,106.20
Total 1..GENERAL FUND EXPENDITURES			249,106.20
2. GRANT FUND EXPENSE			
2.1 Personnel Salaries			
3/28/2017	Nationwide Retirement So...	Employee PR deductions	138.00
3/28/2017	Voya-State of Oregon Plan	Oregon Savings and Growth...	375.00
3/31/2017	Paychex - tax	Grant Emplpyee Taxes Withh...	3,482.09
3/31/2017	Paychex Payroll	Balance Grant net pay(no OT)	6,966.88
3/31/2017	Paychex Payroll	Grant deferred comp	161.00
3/31/2017	Oregon Dept. of Justice	PR deduction	712.00
4/12/2017	S.H.C.F.C.U.	2 PR deduction	110.00
4/12/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	228.97
4/12/2017	P.E.R.S.	Grant Fund Employee 6%	921.59
4/12/2017	Standard Insurance	Grant staff STD insurance	56.13
Total 2.1 Personnel Salaries			13,151.66
2.2 Personnel Benefits			
3/28/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	200.00
3/28/2017	Nationwide Retirement So...	District share of payment	50.00
3/31/2017	Paychex - tax	Grant ER Work Benefit	6.20
3/31/2017	Paychex - tax	Grant Emplry FICA (excl gra...	850.56
3/31/2017	Paychex Payroll	grant flex spend pay	1,856.80
4/12/2017	Moda Health	Grant health ins prem	1,229.47
4/12/2017	P.E.R.S.	Grant Fund Employer PERS	1,757.16
4/12/2017	Standard Insurance	Grant staff life & LTD insura...	97.46

2:53 PM
04/13/17
Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
March 10 through April 13, 2017

Date	Source Name	Memo	Paid Amount
Total 2.2 Personnel Benefits			6,047.65
Total 2. GRANT FUND EXPENSE			19,199.31
3. PROPERTY FUND CAPITAL OUTLAY			
Fire Apparatus & Equipment			
4/12/2017	Dealers Market LLC	'08 Ford 4X4 Supercrew F1...	19,287.50
Total Fire Apparatus & Equipment			19,287.50
Total 3. PROPERTY FUND CAPITAL OUTLAY			19,287.50
TOTAL			287,593.01

04/13/17
Cash Basis

Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2016 through April 13, 2017

	Jul 1, '1...	Budget	\$ Over ...	% o...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,407,493	1,296,940	110,553	109%
EMS Receipts	493,137	600,000	-106,863	82%
FireMed	35,220	30,850	4,370	114%
Gas Royalties	0	6,500	-6,500	0%
Grant Awards	11,250	16,250	-5,000	69%
Interest Earned on Investments	9,972	6,500	3,472	153%
Miscellaneous Revenue				
CRF&R IGA	62,223	0	62,223	100%
Miscellaneous Revenue - Other	18,232	165,000	-146,768	11%
Total Miscellaneous Revenue	80,456	165,000	-84,544	49%
Taxes - Current	2,174,536	2,205,100	-30,564	99%
Taxes - Prior Years	83,117	105,000	-21,883	79%
Total 1. GENERAL FUND REVENUES	4,295,180	4,432,140	-136,960	97%
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	-31,135	0	-31,135	100%
Grant Award	106,320	216,780	-110,460	49%
Total 2. GRANT FUND REVENUE	75,185	216,780	-141,595	35%
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	317,338	319,823	-2,485	99%
Grant Income	10,000	0	10,000	100%
Interest Earned on Investments	2,436	1,000	1,436	244%
Transfers In	0	118,080	-118,080	0%
Total 3. PROPERTY FUND REVENUES	329,774	438,903	-109,129	75%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	203,367	210,000	-6,633	97%
Interest Earned on Investments	1,513	800	713	189%
Total 4. PERSONNEL SVCS FUND REVEN	204,880	210,800	-5,920	97%
Total Income	4,905,020	5,298,623	-393,603	93%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	308,175	424,583	-116,408	73%
560 Personnel Salaries	1,096,949	1,687,819	-590,870	65%
570 SocSec/Medicare(FICA)	88,356	129,118	-40,762	68%
580 Volunteer Services	22,152	38,000	-15,848	58%
590 Personnel Benefits	235,711	395,040	-159,329	60%
Total 1.1 GENERAL FUND PERSONNE...	1,751,343	2,674,560	-923,217	65%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	38,813	55,000	-16,187	71%
680 Communications Maintenance	5,070	14,000	-8,930	36%
720 Public Education	415	7,500	-7,086	6%
730 Property & Liability Insur.	43,623	52,000	-8,377	84%
740 Uniforms	9,793	20,000	-10,207	49%
750 Maintenance on Equipment	82,120	110,000	-27,880	75%
760 Administration	35,671	52,000	-16,329	69%
765 Information Technology	37,990	42,200	-4,210	90%
770 Operating Materials/Suppli	2,466	5,000	-2,534	49%

04/13/17
Cash Basis

**Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2016 through April 13, 2017**

	<u>Jul 1, '1...</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>% o...</u>
775 Emerg. Operating Supplies	46,537	65,000	-18,463	72%
780 Building & Grounds Maint.	20,480	90,000	-69,520	23%
790 Training	55,197	90,000	-34,803	61%
810 Utilities	24,465	37,800	-13,335	65%
870 EMS Operations	44,255	70,000	-25,745	63%
880 FireMed	15,318	18,500	-3,182	83%
Total 1.2 GENERAL FUND MATERIAL ...	462,211	729,000	-266,789	63%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	39,160	60,500	-21,340	65%
Total 1.3 GENERAL FUND CAPITL OUT...	39,160	60,500	-21,340	65%
Total 1...	2,252,714	3,464,060	-1,211,346	65%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	0	118,080	-118,080	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	118,080	-118,080	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	2,252,714	4,432,140	-2,179,426	51%
2. GRANT FUND EXPENSE				
2.1 Personnel Salaries	115,773	130,784	-15,011	89%
2.2 Personnel Benefits	60,203	85,996	-25,793	70%
Total 2. GRANT FUND EXPENSE	175,976	216,780	-40,804	81%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	0	170,000	-170,000	0%
Fire Apparatus & Equipment	19,288	228,903	-209,616	8%
Miscellaneous Real Property	0	5,000	-5,000	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 3. PROPERTY FUND CAPITAL OUTLAY	19,288	438,903	-419,616	4%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	209,800	-209,800	0%
Reserved for Future Expenses	0	1,000	-1,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	210,800	-210,800	0%
Total Expense	2,447,978	5,298,623	-2,850,645	46%
Net Income	<u>2,457,042</u>	<u>0</u>	<u>2,457,042</u>	<u>100%</u>

2017 1st Q

Credit Detail

Total Page : 1 of 1
Page : 1 of 1
Date : 04/04/2017
Time : 17:43:25
History ID : 1802938

QUARTERLY FINANCIAL HARDSHIPS

<u>Call No</u>	<u>Patient #</u>	<u>Patient Name</u>	<u>Call Date</u>	<u>Current Payor</u>	<u>Code</u>	<u>Description</u>	<u>#</u>	<u>Rec. Date</u>	<u>Recpt. #</u>	<u>Amount</u>
2016-705	8194		05/15/2016	PRIVATE (SELF F18		FINANCIAL HARDS		01/03/2017		225.00
Total Credits For This Call										225.00
2016-1873	8866		12/07/2016	PRIVATE (SELF F18		FINANCIAL HARDS		03/15/2017		2140.00
Total Credits For This Call										2140.00
Totals For All										
Number of Calls	2		Number Of Credits	2		Total Credits				2365.00



March Alarm Report

Call Total March 1 through March 31 2017

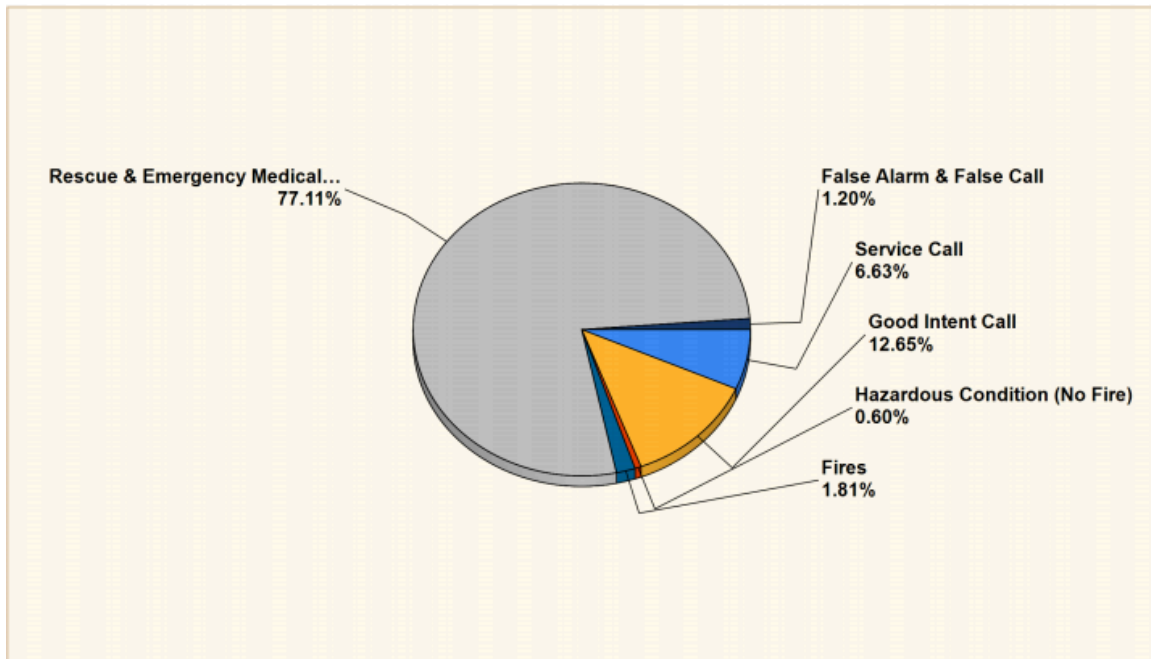
AGENCY	# INCIDENTS
Scappoose Fire District	166

Call Total March 1 through March 31 2016

AGENCY	# INCIDENTS
Scappoose Fire District	166

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		128	
FIRE		38	
TOTAL		166	
TOTAL TRANSPORTS			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
4380	0	0	2
4381	0	0	1
M431	58	53	92
M432	19	15	27
M433	4	3	4
TOTAL	81	71	126
PRE-INCIDENT VALUE		LOSSES	
\$599,762.00		\$12,000.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		8	
Aid Received		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
41		24.7	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
CRFR Administration		0:08:08	
Scappoose Station	0:06:18	0:12:09	
AVERAGE FOR ALL CALLS		0:06:55	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
CRFR Administration		0:00:47	
Scappoose Station	0:02:37	0:05:41	
AVERAGE FOR ALL CALLS		0:02:56	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Scappoose Fire District		22:36	

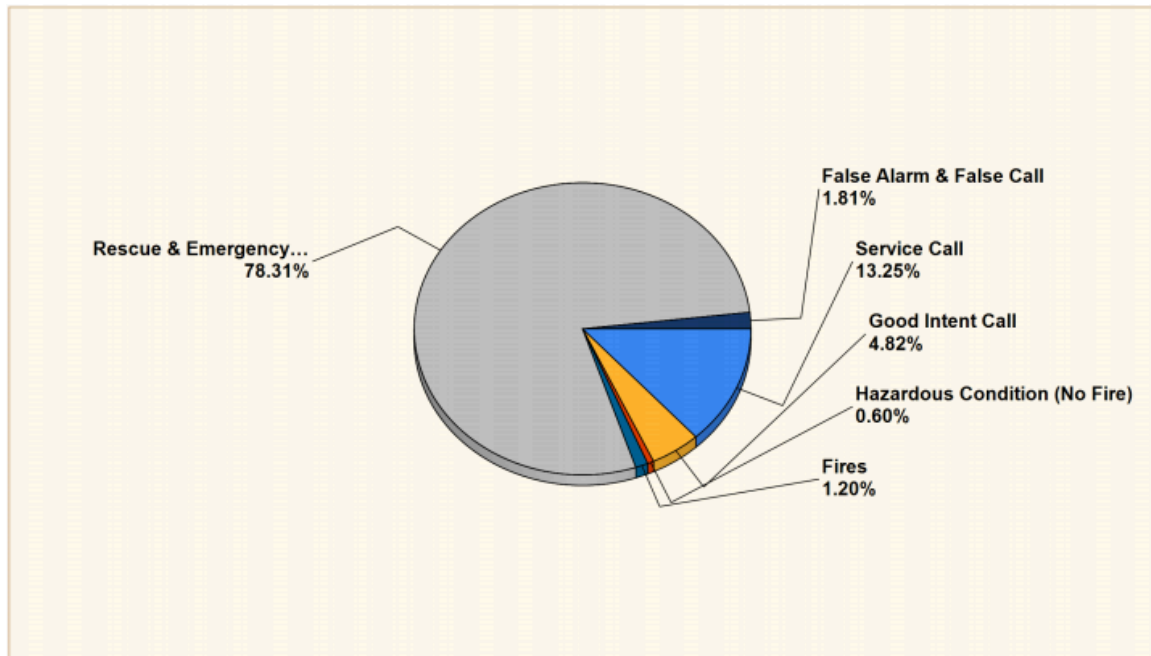
March 2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	1.81%
Rescue & Emergency Medical Service	128	77.11%
Hazardous Condition (No Fire)	1	0.60%
Service Call	11	6.63%
Good Intent Call	21	12.65%
False Alarm & False Call	2	1.20%
TOTAL	166	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	1.81%
320 - Emergency medical service, other	1	0.60%
321 - EMS call, excluding vehicle accident with injury	116	69.88%
322 - Motor vehicle accident with injuries	7	4.22%
324 - Motor vehicle accident with no injuries.	4	2.41%
444 - Power line down	1	0.60%
553 - Public service	4	2.41%
554 - Assist invalid	6	3.61%
561 - Unauthorized burning	1	0.60%
611 - Dispatched & cancelled en route	11	6.63%
622 - No incident found on arrival at dispatch address	5	3.01%
631 - Authorized controlled burning	4	2.41%
651 - Smoke scare, odor of smoke	1	0.60%
743 - Smoke detector activation, no fire - unintentional	2	1.20%
TOTAL INCIDENTS:	166	100.00%

March 2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	1.20%
Rescue & Emergency Medical Service	130	78.31%
Hazardous Condition (No Fire)	1	0.60%
Service Call	22	13.25%
Good Intent Call	8	4.82%
False Alarm & False Call	3	1.81%
TOTAL	166	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.60%
130 - Mobile property (vehicle) fire, other	1	0.60%
321 - EMS call, excluding vehicle accident with injury	120	72.29%
322 - Motor vehicle accident with injuries	1	0.60%
324 - Motor vehicle accident with no injuries.	9	5.42%
444 - Power line down	1	0.60%
520 - Water problem, other	1	0.60%
542 - Animal rescue	1	0.60%
551 - Assist police or other governmental agency	3	1.81%
553 - Public service	1	0.60%
554 - Assist invalid	8	4.82%
561 - Unauthorized burning	2	1.20%
571 - Cover assignment, standby, moveup	6	3.61%
600 - Good intent call, other	1	0.60%
611 - Dispatched & cancelled en route	5	3.01%
622 - No incident found on arrival at dispatch address	2	1.20%
743 - Smoke detector activation, no fire - unintentional	3	1.81%
TOTAL INCIDENTS:	166	100.00%

March 2017

ZONE	NUMBER OF CALLS
CRFR-71 - CRFR ST. Helens Response Area	8
CRFR-72 - CRFR Fairgrounds Response Area	1
CRFR-91 - CRFR Rainer Response Area	1
Frontier - Farthest points from urban area/ longest response times	1
OD - Amb Serv Area - Any responses outside Fire District boundaries but in ASA / RG 22 & 29	1
OD - Other - Out of District - Other	2
Rural - Unincorporated areas further from the city / RG 35 & 36	7
Suburban - Area surrounding the city/ un- hydranted area RG 33 & 34	46
Urban - Hydranted area in the city area Rg 31	99
TOTAL:	166

March 2017

ZONE	NUMBER OF CALLS
CRFR-71 - CRFR ST. Helens Response Area	10
OD - Amb Serv Area - Any responses outside Fire District boundaries but in ASA / RG 22 & 29	1
OD - Other - Out of District - Other	2
Rural - Unincorporated areas further from the city / RG 35 & 36	11
Suburban - Area surrounding the city/ un- hydranted area RG 33 & 34	43
Urban - Hydranted area in the city area Rg 31	99
TOTAL:	166

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: Response Group (Required)	
Joint Duty Officer Response	5
Mutual Aid	7
RG 30	1
RG 31	99
RG 33	9
RG 34	37
RG 35	5
RG 36	3

USER-DEFINED FIELD: What type of hit was this? (Required)	
Double Hit	30
N/A	133
Triple Hit	3

USER-DEFINED FIELD: Was this a billable call (ie. Did we transport someone to the hospital)? (Required)	
N/A	21
No	64
Yes	81

USER-DEFINED FIELD: Did you contact MRH OHSU? (EMS Calls Only; This is separate from Contact Medical Control / HEAR) (Required)	
N/A (For Fire and other non EMS Calls)	24
No	140
Yes	2

USER-DEFINED FIELD: Was there a Joint Duty Officer Involved in this call from CRFR(Respond)? (Required)	
No	157

ANSWERS	# INCIDENTS
Yes	9

USER-DEFINED FIELD: Was this a cardiac / respiratory arrest where CPR was initiated? (CARES) (Required)	
No	144
This was not a medical call	22

March 2017
Count Of Days With Same Incident Count

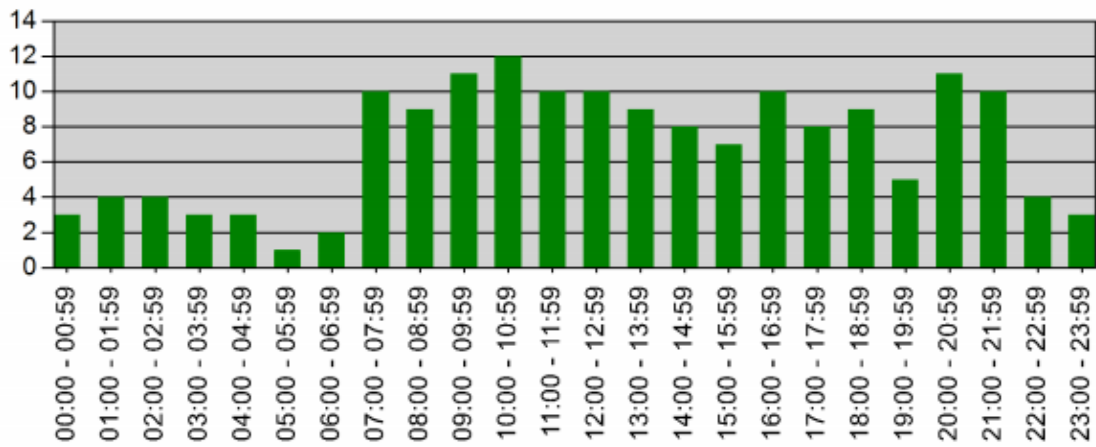
INCIDENTS PER DAY	COUNT OF DAYS
2	4
3	3
4	3
5	6
6	4
7	7
8	2
9	2

March 2016
Count Of Days With Same Incident Count

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

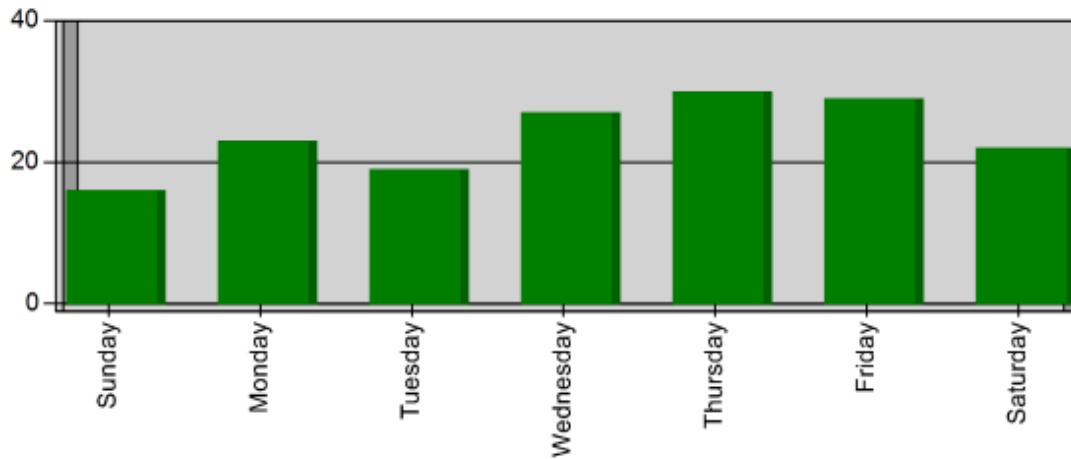
Incidents by Hour for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017



Incidents by Day of the Week for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017

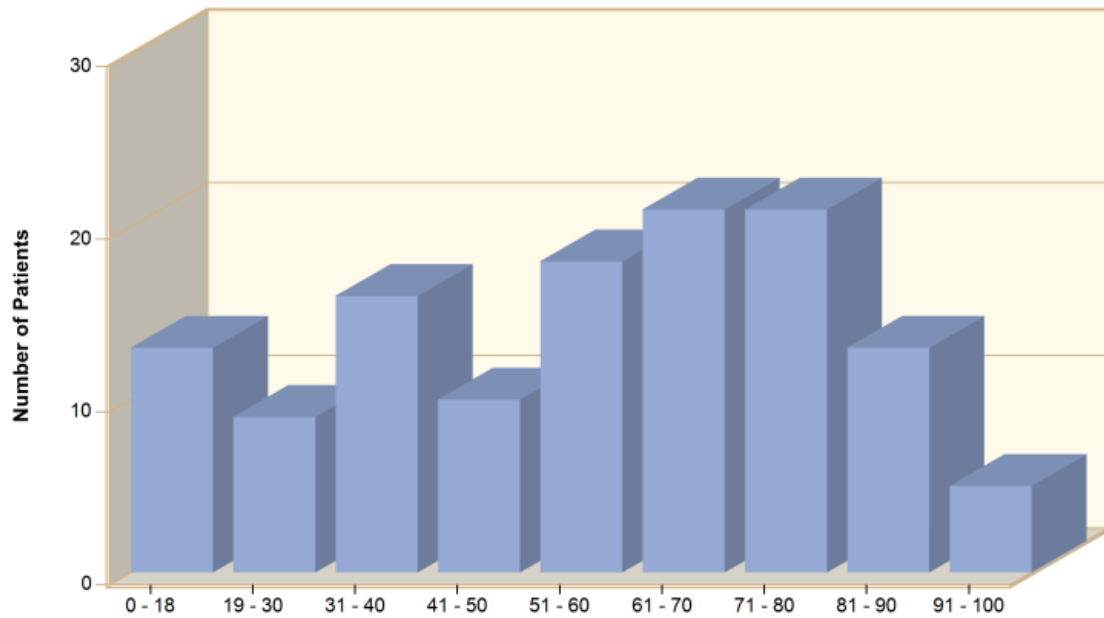


DAY OF THE WEEK	# INCIDENTS
Sunday	16
Monday	23
Tuesday	19
Wednesday	27
Thursday	30
Friday	29
Saturday	22

TOTAL 166

Patient Age Breakdown for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017



AGE RANGE	# PATIENTS
0 - 18	13
19 - 30	9
31 - 40	16
41 - 50	10
51 - 60	18
61 - 70	21
71 - 80	21
81 - 90	13
91 - 100	5

HOSPITAL DESTINATION	# TRANSPORTS
Kaiser Westside Medical Center	8
Legacy Emanuel Hospital	14
Legacy Good Samaritan Hospital	36
Oregon Health and Sciences University Hospital	10
Portland VA Medical Center	4
Providence St. Vincent Medical Center	3
Randall Children's Hospital	3
Scappoose Rural Fire District	1

Scappoose Rural Fire District

Safety Committee Minutes

March 8, 2017

Called to order: 1800

Safety Members In Attendance: Chair Dietz, chief Greisen FF Maruska, DC O'Connor

FF Wilson, FF Oberbarnscheidt,

Safety Members Absent: FF Davis, FF Cox, FF Klippel, FF DuBois, FF Liebig, FF Trump, Logistic Stewart, FF Bernier and FF Shoun, FF Lawrenson,

Other Members Present: C Cox, M Laney, C Sallee, A Meres, FF Gandara, M Herbst

Safety Message:

Safety Suggestion Box: none

Accident or Incident Reports: Backing accident with 4380 still needs an accident report completed by operator.

Safety Action Generator: none

Near Misses: None

Station Reports

Scappoose Station – Need cleanup day at station, following rooms cluttered, hose tower, maintenance room, Southeast bay area, folded boxes in bay, Lt office needs completed, flammable liquid in room and not in cabinet. Low energy wire on door 42, board table needs repaired,

Chapman Station Has box elder bugs and leak in roof everything else looks good.

Holbrook – not completed

Boathouse: Drop cord sometimes in water, heater and misc in walk way

Old Business:

Need electrical line safety class

New Business:

There have been pink folders put into the ambulances and chief officers vehicle that cover accidents, near miss, 801 forms and a nice flow chart of what needs to be done in an accident. If you get injured and do not need to be seen by a doctor you would just need to fill out a “Accident Report” if you later need to be seen by a doctor than you have to fill out a “801” form but the accident form helps the process. If you are injured and need to see a doctor you fill out the “801” form ASAP.

Meeting canceled at 1836 for a motor vehicle accident.

Meeting adjourned at 1836 Minutes taken by: Greisen

Scappoose Rural Fire district
Safety Committee Minutes
April 12, 2017

Called to order: 1800

Safety Members In Attendance: Chair Dietz, FF B Cox, FF Maruska, Chief Greisen FF Lawrenson, FF Oberbarnscheidt, FF Bernier

Safety Members Absent: FF Davis, FF Klippel, FF DuBois, FF Liebig, FF Trump, Logistic Stewart, FF Wilson, and FF Shoun

Other Members Present: Lt Anderson, Logistic C cox, M Laney, C. Sallee, FF Gandara, FF Maginn, FF J Sallee and chaplain Freimuth

Safety Message: Everyone is responsible for safety

Safety Suggestion Box: None

Accident or Incident Reports:

Safety Action Generator: None 4380 turning around in tight area backed up into a tree branch breaking rear window. Second person in vehicle asked operator if he wanted backup person and was told no. Backup person is needed at all times when available.

Near Misses: firefighter was overhauling on structure fire off Morgan road and needed to cut object with his knife cut through the object but also cut his low pressure hose on his SCBA. Knife not always best tool, was issued a cutting tool.

General discussion on CRFR fire engine accident, ambulance with one person on scene was forgotten and left there. Important to use passport system, logistic vehicle doesn't normally use there passport on scene as they are in cold zone most of the time, might be good time for a passport refresher course.

Station Reports needs to be completed for next meeting

Scappoose Station – FF Oberbarnscheidt

Chapman Station – Brian and Chrissy Cox

Holbrook – FF Dietz

Boathouse – FF Maruska

Old Business:

Need to take the old paint and oils to the hazardous material drop off center in June. The paint can also be taken to the St Helens Habitat for Humanity store. They will see if they can resale or mix together for primer paint. Maruska and Dietz will look into.

New Business:

SDAO has someone who will teach the safety committee on a procedure to investigate accidents. CRF&R just completed the class and it takes about 2 hours and they will be using the process for the fire engine accident. The Pink folders with the accident forms in them really, came in handy for the accident. Will need to have Chief O'Connor look into the class.

Need to get a cleanup party for the Scappoose station.

FF Gandara said that Sea Western has completed the flow testing of the SCBA packs. Only need a few minor repairs.

Fireboat response still has issue with instrument gauge having bright lights at night and no switch to decrease lighting. Lt Anderson will work on it with FF Dubois. The last response on the boat it was difficult to see the debris in the river at night due to the lighting issue.

Meeting adjourned at 1842 Minutes taken by: Greisen

Fire Chief Report

March 2017

The Rainier, St Helens and Scappoose School Districts have not had a fire and life safety inspection for many years. DC Pricher and I teamed up with our Oregon State Fire Marshal Deputy Tad Pedersen to inspect the Rainier schools. The state assigned another deputy out of Salem to assist us with the St. Helens schools. Using two teams working different St Helens schools at the same time allowed us to complete in one day. We hope to inspect the Scappoose schools in May.

The Oregon Fire Chiefs Association sponsored different Fire Chief round table meetings in the state to discuss issues for Oregon Fire agencies. These roundtables are open for any discussion items and are a great resource for fire chiefs. DC Smythe attended the round table for large career departments which was held in Eugene/Springfield, he stated it was very educational. I attend the one for combination departments in Salem.

Meetings & Drills

03/1 Traffic safety meeting	03/1 OMIC walk through
03/1 SRFD vol association mtg	03/2 CRFR shift mtg
03/2 staff mtg	03/6 SRFD officers mtg
03/7 LEPC work shop	03/7 Staff mtg
03/8 State Fire Defense mtg	03/9 SRFD shop steward mtg
03/9 OFCA Chief Round Table conf.	03/9 SRFD Board mtg
03/10 OFCA Chief Round Table	03/13 Fire Defense Board mtg
03/13 Rainier School inspection	03/14 Rainier School inspections
03/14 Col Co Fire Investigation mtg	03/14 Sunnyside Day care insp
03/14 CRFR Board mtg	03/15 St Helens School inspections
03/16 Communication system mtg	03/17 Staff mtg
03/18 SRFD Awards Banquet	03/20 Civil Service mtg
03/20 Paint booth inspection	03/21 UASI radio equip fix mtg
03/21 CRFR budget workshop	03/21 City Scappoose Road to OIT center
03/21 Trip test insp. Adult foster care	03/21 Hood system test Scappoose
03/23 Trailer Park inspection Rainier	03/23 Driveway insp Deer Island
03/27 Airport Advisory bd mtg	03/29 LEPC planning – EOC office
03/29 Fire Training	03/30 Chief Miller mtg - Scappoose
03/24-31 Duty Officer	

Training Report

April 2017 Board Meetings

03/03 – 03/10 Duty Officer

03/06 Scappoose Officers Meeting

03/08 Morning and Evening Drills

03/09 NWAFT (Northwest Association of Fire Trainers) Meeting

03/14 LCRTOA Meeting

03/15 & 16 OEDI Conference

OEDI (Oregon Executive Development Institute) is an annual training offered in Central Oregon. The training is to help develop upcoming leaders and is a great leadership and team building workshop. It is primarily attended by law enforcement but other disciplines attend as well. (Nursing, Communications Districts, Fire Districts) I was recently appointed to their board of directors to help promote the conference and gain traction inside the fire service.

03/17 Scappoose Staff meeting

03/18 Scappoose Awards Banquet

03/19 – 03/20 Fire Studio 6 Training (Fire Studio 6 is a simulation program that both Scappoose and CRFR have. It provides a platform to build simulations train our personnel in fire, haz-mat and MVC situations). This course gave me tons of info to build better scenarios for our people.

03/20 Morning and Evening Drills

03/27 – 03/31 Vacation

04/05 Morning and Evening drills at Raymond Creek Road house.

Donated house for training. See pictures below.



Chief of Operations

March 2017 Calendar

1. State Fire Marshal Task Force Leader Symposium
2. Volunteer Fire Academy Training – Ladders
3. Meet with IT Department regarding upgrades/changes/other vendors
4. Company Officer Meeting
5. ISO – Water Company Information/Packet building
6. Fire Board Meeting – CRFR
7. ISO Update and information gathering
8. DPSST Paperwork and updates
9. St Helens School District Responders Meeting
10. Maintenance Division Meeting and Discussion
11. Wireless/Cell/Ipad meeting with Verizon Wireless Representative
12. Data Mining High Plains – Obtain information for annual report for the fire board.
13. Report(s) – High Plains, DPSST, and NFIRS
14. All Staff Meeting – Scappoose Fire District
15. Senior Staff Meeting – Discuss Budget items and the 2017/18 Budget
16. Operations Committee Meeting – 16 Members from both agencies
17. Communication Conference/Seminar – Nevada (3 Days)
18. Ccom/CAD update, apparatus numbering, characteristics for TriTech

**Volunteer Coordinator Motherway
Report March 2017**

March:

- Donation request letters sent out for the upcoming awards banquet
- Invitations mailed out to members for upcoming awards banquet
- Online requests for donations submitted – a few on a daily basis
- Scappoose Volunteer Association Meeting – Wed., March 1st
- Staff Meeting – Tues., March 7th
- Career Day at Scappoose High School – Pub Ed Booth – Wed., March 8th
- Awards Banquet planning – Thurs. March 9th
- LCRTOA training officers meeting/take minutes – Tuesday, March 14th
- Chaplain meeting with Eric Freimuth and Chief O'Connor on March 14th to discuss the future of a county wide chaplaincy and onboarding new chaplains
- CRFR Board Meeting – Tuesday, March 14th
- CRFR Volunteer Association Meeting – Wednesday, March 15th St. Helens Station
- Scappoose Awards Banquet – Saturday, March 18th
- Admin office coverage the week of March 20th
- Attend weekly drill in Scappoose and @ LBTC (9:30am & 7pm)
- Working with RS Media on continued photo board projects for CRFR (this will be an ongoing project)
- Multiple meetings with several volunteers throughout the month re: basic conversation, ideas/etc.
- Working with a billboard agency on design for upcoming billboard media for the district (ongoing until display)
- Weekly Facebook posts
- Scappoose Fire, Tuesday and Wednesday's
- Meet with recruits from both agencies on a weekly basis to check in on their needs, how things are going, what more we can do to assist them and keep them engaged.
- Various reimbursement requests throughout the month, assisted with paperwork and delivery to admin for payment
- Assist at the St. Helens Station with picking up supplies as needed, answering the door to the community when staff is out on calls, work with the community in every capacity to answer questions and help where needed.
- Weekly media report done on Monday March 13th & 20th
- Birthday cards sent for March birthday's in Scappoose
- Painting the St. Helens Station entry to prep for new updates
- Sent gifts to misc. members for welcoming a new baby
- Drive to pick up items for the awards banquet in and out of town
- Instructor 1 coursework/cancelled class
- Submitted recruitment information/article to the Skyline Ridgerunner for the Holbrook Fire Station in Scappoose Fire District
- Letter sent to member in Scappoose for non-response per Chief Greisen

Continuous volunteer program work:

- Continued involvement in the Oregon Fire Recruitment Network

- Constant communication via email, Facebook groups, active911 to ask for help, send out upcoming dates to remember/etc. for volunteers.
- Social Media/PIO, keeping the community up to date
- Writing and posting press releases
- Assist Chief Officers - run errands, send emails on behalf/etc.
- Assist with FF PPE gear collection/turning items in to the uniforms dept.
- Coordination of Recruit academy – January thru June (weekly recruit check ins/weekend check ins, food drop offs, host BBQ's/answer questions/etc.)
- Attend weekly drills to answer questions, participate on any level needed and be a face for the organization for volunteer firefighters
- Ongoing firefighter recruitment & retention
- Planning for CRFR Appreciation Dinner/Awards Banquet - April 7, 2017

EMS Chief

March Activity

3/1 Screened adverse childhood experiences film
3/2 Staff meeting
3/2 C shift officer (SRFD and CRFR) meeting
3/2 Care Oregon pre manage training
3/3 Completed Safe Personnel training
3/3 Followed up on 2 patient issues
3/6 MRC advisory meeting
3/6 Col County Community Advisory Council meeting
3/6 SRFD Officer meeting
3/8 Report management system demo
3/8 Community paramedic planning with Care Oregon
3/9 SRFD Board meeting
3/10 Avamere staff meeting
3/10-3/16 Duty Officer
3/13 Joint EMS Committee meeting
3/14 Oregon Health Authority, relicensing webinar
3/14 CRFR Board meeting
3/15 Followed up on a patient issue
3/16 Participated with captain's exam
3/16 Meeting with a patient to discuss an incident
3/16 Staff meeting
3/20-23 Ambulance billing conference
3/27 Probationary FF skills evaluation
3/28 Discussed Naloxone program with the Sheriff's Office
3/29 Approved National Registry EMT recertification packets
3/30 Meeting with Public Health regarding Push Partner Program

PURCHASE PROPOSAL

Fiscal Year 2016/17

Establish an Unmanned Aerial Vehicle program to promote safety, situational awareness and aid in emergency operations.

BUDGET IMPACT on FY 2015/16

Expenditure Required: \$ 1,700	Budgeted Amount Total Account \$0
Total available in Capital Outlay Equipment \$21,340.	Balance in account After expenditure: \$19,640

Discussion: With the recent changes in technology there are tools that will enable us to better effect emergency operations we are involved with. A direct result is the affordability to procure such equipment. Our goal is to establish an aviation program using an Unmanned Aerial Vehicle or UAV. Our goal is to train up 4-6 members as pilots (FAA licensed) to be able to improve safety and situational awareness on emergency incidents. Scappoose fire has always been a leader in innovative processes and this program will allow us to help lead others in the county with this type of operations.

Recommended Action: I recommend the Board of Directors approve the expenditure of up to \$1700 to establish our aviation program.

Bids received by: Division Chief Pricher

Approved by: Fire Chief Greisen

Date: April 13, 2017



----- Forwarded message -----

From: **Jeff Klobes** <jeffklobes@yahoo.com>

Date: Tue, Apr 4, 2017 at 8:59 PM

Subject: Scappoose Fire Budget Committee

To: mgreisen@srfd.us

Dear Mike

I am interested in filling an open position on the Scappoose Fire District Budget Committee. I have lived in Scappoose since 1974, and I am a 1978 High School graduate. The last 43 years, I have always volunteered in the community in which I grew up. I volunteered at the Fire Department for three and a half years, was involved in the Youth Football Program for ten years, and at the High School level for seven years. After I retired in 2009 from 31 years in the warehouse and trucking industry, I spent time at Grant Watts. I have been an active member in my church as well as coached Youth Basketball, Little League, and am an active member of Scappoose Boosters. I hope you will consider me as a possible candidate to be part of your Budget Committee. Thank you for your consideration.

Jeff Klobes

SCAPPOOSE RURAL FIRE DISTRICT

2017-18 Maintenance Projects

Replace vinyl flooring upstairs (850 sq ft est)	\$8,000
Security improvements for station lobby	\$ 20,000
Concrete paving at back of station - estimate coming	

2017-18 Capital Outlay

Portable water pump WT435	\$ 2,500
2 used aluminum X strut(jack & 15' ratchet)	\$ 3,500
LifePak CR Plus AED (buy 3 @ \$1,700 each	\$ 5,100
Wellness equipment (stepmill & treadmill)	\$ 6,000
Security cameras for Scappoose station	\$ 6,000
Blowhard positive pressure fans (2)	\$ 7,400
Turnout rack dryer	\$ 7,500
VHF radios	\$ 8,000
Class A Burn Prop (50% of cost)	\$ 25,440
Miscellaneous	\$ 6,000
	<hr/>
	\$ 77,440

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

CAREER EMPLOYEE POLICIES

SECTION 12

<u>SECTION</u>		<u>PAGE</u>
12.1	Blank page	1
12.2	Sick Leave and Funeral Leave for Career Employees	2 - 3
12.3	Holidays for Career Employees	4
12.4	Vacations for Career Employees	5
12.5	Career Employee Pension Plan	6
12.6	Flexible Benefits Plan for Career Employees	7

Section 12.1

This page is intentionally blank

Section 12.2 Sick Leave and Funeral Leave For Career Employees

- A. All regular employees of the District shall earn sick leave of 1 hour for each 20 hours of straight time worked. Sick pay shall be earned from the first day of employment.
- B. The District has granted the use of sick leave in the retirement benefit calculation for all eligible PERS employees under Resolution 89-6, To Implement PERS Coverage.
- C. Employees may use sick leave for the following reasons:
 - 1. Personal illness or physical incapacity.
 - 2. Enforced quarantine of the employee in accordance with community health regulations.
 - 3. Illness in the immediate family requiring the employee to remain home to make further arrangements. The employee is limited to the period that the employee's attendance is actually required.
 - 4. Dental and medical appointments that cannot be scheduled during non-duty hours.
- D. Except as provided below, sick leave will not be deducted from an employee's account due to time lost from work because of illness or injury compensable under the Workers' Compensation laws.
- E. When an occupational claim occurs in the course of employment, the District shall, upon written request from the employee, pay from the employee's accumulated sick leave, the difference between any payment received under workers' compensation laws and the employee's regular salary until the sick leave is exhausted.
- F. A complete and accurate record shall be kept at all times of the accumulation and use of each employee's sick leave.
- G. If an employee is either injured or sick, on or off the job, the Board reserves the right:
 - 1. To request a written notice from the employee's doctor that the employee is capable of returning to work.
 - 2. To request an opinion of a doctor of the District's choice to determine if the employee is capable of returning to work.

Section 12.2 Sick Leave and Funeral Leave (continued)

3. To prevent the employee from returning to work even though the employee has a written release from his doctor until the District's doctor has evaluated the employee.
 4. To evaluate the opinions of the doctors and to seek further professional advice prior to allowing the employee to return to work.
- H. In the event that the employee terminates service with the District, the employee or the employee's beneficiary shall receive no payment for unused sick leave.
- I. Administrative employees will be granted up to three (3) days and shift employees will be granted up to two (2) shifts for funeral leave for the death of a member of the employee's immediate family. For purposes of this section, "immediate family" shall be defined as spouse, parent, children, including foster and step-children, brother, sister, present in-laws (mother, father, brother, sister) grandparents, or others as may be granted by the Fire Chief or his designee.
- J. Upon request of an employee who has suffered a death in his or her immediate family, the Fire Chief may allow the employee to take off such extra days as the Fire Chief deems appropriate, in addition to the normal two (2) shifts or three (3) days allowable as funeral leave, and to charge such extra days off to the employee's sick leave account.

Reference

Resolution 89-6

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Revised: 12/12/02, 11/11/04;

Reviewed: 11/14/04; 11/09/06; 11/2008; 4/13/17

Section 12.3 Holidays For Career Employees

A. Administrative Employees

1. All Administrative personnel of the District averaging more than 30 hours per week of work shall be entitled to the Holidays as listed below:
 - a. New Year's Day
 - b. Martin Luther King
 - c. Memorial Day
 - d. Independence Day
 - e. Labor Day
 - f. Thanksgiving Day
 - g. Day after Thanksgiving
 - h. Christmas
 - i. Plus: (3) floating holidays
2. Should a holiday fall on an employee's normal day off, the employee shall be entitled to another day. The day off is to be credited to the employee's holiday chart and can be taken by giving notice, and subject to the approval of the Fire Chief.
3. In the case of a part-time employee, one who works less than 30 hours per week, he or she will be compensated in proportion to the number of hours that he or she normally worked that day.
4. The use of floating holidays may be taken any time during the fiscal year by giving notice and subject to the approval of the Fire Chief. The floating holiday must be accrued in order to be taken. If the employee does not use the floating holiday within sixty (60) days after the end of the fiscal year in which it was accrued, the floating holiday shall be forfeited.

B. Shift Employees

All regular 24-hour shift employees shall accrue vacation as outlined in the Local 1660 Labor Agreement.

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Revised: 7/17/01, 12/14/06, 1/13/11

Reviewed: 11/11/04, 4/13/17

Section 12.4 Vacations For Career Employees

A. Administrative Employees

1. All Administrative employees averaging 30 hours or more per week of work shall accrue vacation on a fiscal year basis as follows:

YEARS OF SERVICE	AMOUNT OF VACATION TIME
After 1 year	1 Week
After 2 years	2 Weeks
After 4 years	3 Weeks
After 9 years	4 Weeks
After 14 years	5 Weeks
After 19 years	6 Weeks

2. In the case of a part-time employee, one who works less than 30 hours per week, he or she will be compensated in proportion to the number of hours that he or she normally worked that week.

B. Shift Employees

All regular 24-hour shift employees shall accrue vacation as outlined in the Local 1660 Labor Agreement.

- C. Vacation time may be carried over from one fiscal year to the next at the discretion of the Fire Chief. The employee may carry over no more than the amount of vacation hours accrued in the previous fiscal year.

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Revised: 12/14/00, 11/11/04, 1/13/11
Reviewed: 11/14/04, 4/13/17

Section 12.5 Career Employee Pension Plan

The District shall maintain a pension plan for all career employees eligible for Oregon Public Employees Retirement System as outlined in Resolution 89-6 and Resolution 2013-04.

Reference

Scappoose Rural Fire District
Resolution 89-6 and Resolution 2013-04

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Revised: 12/12/02, 10/14/04, 1/13/11, 12/12/13
Reviewed: 4/13/17

Section 12.6 Flexible Benefits Plan for Career Employees

This Policy is to assist the District in providing a fringe benefits package to its full-time employees. The Board of Directors adopted Resolution 93-02, creating a Flexible Benefits Plan.

- A. The District recognizes that each employee is special and has their own personal needs.
- B. For purposes of this section, employees are considered full-time when they have worked an average of 30 hours per week in the prior fiscal year or are anticipated to do so in the upcoming fiscal year.
- C. The District complies with Section 125 of the Internal Revenue Service Code, which regulates cafeteria insurance plans.
- D. On an annual basis, the District will set its maximum contribution to the Flexible Benefits Plan for each eligible employee.

References

Resolution 93-02

Approved: President, David Grant _____
 Secretary, David Graham _____
Date: April 13, 2017

Revised: 1/13/11

Reviewed: 11/11/04, 11/9/06, 11/2008, 4/13/17

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

BUILDING USE & SAFETY GUIDELINES

SECTION 13

<u>SECTION</u>		<u>PAGE</u>
13.1	Guidelines for Fire District Building Use	1
13.2	Safety Policy	2

Section 13.1 Guidelines for Fire District Building Use

The purpose of this policy is to provide a guideline for the use of District building/meeting rooms for other than Fire District use.

District buildings may be used by other organizations as long as the use does not interfere with District operations.

Application for the use of District buildings shall be made in writing to the Fire Chief. The application shall be signed by an adult who shall be responsible for the care of the building and shall state the time, the name of the organization desiring its use, and the purpose for which it is to be used. All requests must be approved by the Fire Chief.

Organizations are responsible for furnishing their own equipment and supplies. They shall clean and remove all litter as soon as their function ends. Tables and chairs must be restored to their original position when the function ends.

No group or organization shall be granted the use of District buildings for dances or parties except the Scappoose Volunteer Firefighters Association.

Organizations allowed to use District buildings shall be granted free use of District buildings; provided, however, that the organization shall not charge any fees to those attending the function other than a nominal fee or admission charge that is used for payment of an instructor and not for private or individual gain.

Groups or organizations may be required to post a \$100 cleaning deposit, all or part of which may be refunded upon approval of the Fire Chief. This deposit may be waived by the Fire Chief for groups that have demonstrated a responsible clean-up program.

Groups and organizations granted the use of District buildings must confine their activities to that part of the building which the Fire Chief has designated. The large training room is located on the second floor with no elevator available.

Groups and organizations granted the use of District buildings may be required to provide a certificate of insurance.

Parking shall be permitted in designated areas.

The Fire District telephones are to be used for Fire District business. Please use personal cell phones for communication.

Restrooms and training room are upstairs and are clearly marked.

Tobacco, e-cigarette, and alcohol use are prohibited.

Applicants are financially and legally responsible for all damage or criminal activities that occur during or as a result of their use.

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Revised: 4/13/17

Reviewed: 11/11/04, 12/14/06, 11/2008

Section 13.2 Safety Policy

- A. The Scappoose Rural Fire Protection District is committed to providing and maintaining a safe and healthy work place for employees and visitors. We believe that accidents can be prevented and every employee is entitled to work under the safest possible conditions.
- B. The District will make every reasonable effort to promote risk control activities and will provide safe working equipment, necessary personal protection and, in the event of an injury, secure immediate emergency first aid and/or medical services.
- C. It is the responsibility of every employee, manager and board director to provide for a safe and healthy work area, safe equipment, and safe work practices. We need full cooperation and effort of everyone to integrate risk control activities into both standard and non-routine operations of the District.

Approved: President, David Grant _____

Secretary, David Graham _____

Date: April 13, 2017

Reviewed: 11/11/04, 12/14/06, 11/2008, 4/13/17