



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, AT 7 P.M., THURSDAY, FEBRUARY 6, 2018, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

ATTENDANCE: Board members: D. Grant, D. Sorenson, A. Kriek, D. Graham(arrived@ 7:10 pm) and R. Cairns.

ALSO PRESENT: Fire Chief Greisen, D/C J. Marks, D/C J. Pricher, D/C Coombs, Community Paramedic Nina Kerr, FF J. Kriek, FF L. Gandara and J. Salisbury

CALL TO ORDER: President Grant called the board meeting to order at 7:00 p.m. Mr. Cairns led the room in the pledge of allegiance.

AUDIENCE PARTICIPATION – Ms. Kerr described her position as Community Paramedic. The model for this service is to knock on the door with stethoscope in hand offering health services and supportive resources. Ms. Kerr said she has received a good response from her self-assigned clients. However, the clients assigned to her by the Community Care Organization have been somewhat resistant to allowing her on the property. She has been kept away by chain-linked fences and double-locked gates. The goal is a 3% reduction in the use of emergency services by about 180 identified frequent users. Chief Coombs said the funding for Ms. Kerr's position comes from CareOregon. So far he is fairly confident that funding will be available for at least two years. This type of program is becoming much more common throughout the U.S. Other options for funding are fee for service paid by hospitals or insurance companies. So many patients leave the hospital not fully understanding and/or able to fulfill their discharge instructions. A community paramedic can help with wound care, thereby preventing an infection and return visit to the hospital.

CONSENT: President Grant opened discussion on the consent agenda items. Mr. Sorenson moved and Mr. Kriek seconded approving the consent agenda. Chief Greisen explained that the wire racks purchased from Costco were for the large shipping container now used for storage. The District will look at a metal structure in the future. Mr. Sorenson asked about the Lucas 3.0 automated chest compression system. Now the District has three of these, one for each ambulance.

Motion to approve the consent agenda carried unanimously.

CHIEF REPORTS: Safety Minutes (Jan 10) – The new LED lighting has been installed in the parking lot. It has made a substantial improvement in nighttime visibility and will save on electricity.

Chief's Report: Fuel Tabletop Exercise for Cascadia Event – Out of the 2 million gallons stored underground in various locations in the Metro area, only 200,000 gallons is diesel. Since all the generators run on diesel, we expect to run out in 3 to 5 days. Members estimated that it will be 3 weeks before we can get more fuel in the region. Some tanks are not marked for the type of fuel, and others will be contaminated during a Cascadia Event. Test kits are recommended that can identify the fuel and test for contamination.

Columbia County will start writing an emergency fuel plan similar to Washington County's. The plan will prioritize access to the fuel. Road departments will have first priority because the roads will have to be repaired. Some bridges will be down. If the Lewis & Clark bridge goes down, it is estimated to take about 10 months to completely clear the debris from the channel. Partial clearing is required immediately so that barges can get through to ferry supplies. Homeland Security is looking at Teevin Brothers in Rainier as a possible shipping point.

Operations has been working on ImageTrend, CrewSense, and the CAD system. The CAD system was supposed to start mid-February and has been postponed until March 6.

Training academy starts on February 19 for the new hires from the Civil Service lists. There will be one from Scappoose, two from CRF&R, and possibly one from Clatskanie.

CRF&R lost a brush engine motor on the first call it ran after it returned from the California conflagration. It had problems before it left and the stress of the trip was too much for it.

EMS Officer – D/C Coombs and Lt Anderson will pick up the two new ambulances soon. D/C Coombs estimates that it will be 3 or 4 weeks before they will be in service since they will need radios, equipment, and identifying decals and logos.

Fire Marshal – Cascade Tissue is done. Now the biggest projects are the two airplane hangars at the airport due to their specialized requirements. The different fire suppression issues have required considerable research on all sides. If there is an accidental discharge of foam and it gets on the aircraft, we have been told that all the rivets would have to be replaced. This could result in company bankruptcy. If water is used for fire suppression, it will then have to be collected in order to prevent fuel contamination.

The Fire Marshall can now charge for plan review in Scappoose, but not for all the meetings that are necessary. The plans for the new St. Helens middle school are being reviewed, as well as a new subdivision. More driveway inspectors are being trained.

Purchase proposal for 2 positive pressure battery-powered fans: The District currently has 5 gas fans, 2 of which are obsolete and must be retired. The electric fans will take their place. These can be safely managed by a single person. Mr. Kriek moved to purchase 2 positive pressure electric ventilation fans for \$7,300. Mr. Graham seconded the motion.

The motion to purchase 2 fans passed unanimously.

Purchase proposal for lettering, striping and decals for the new ambulance for an amount not to exceed \$4,250. Mr. Sorenson moved and Mr. Kriek seconded approving the lettering, striping and decals for the new ambulance for an amount not to exceed \$4,250.

The motion to purchase carried unanimously.

Raxar IT Contract – Chief Pricher said the Fire Marshal's office is currently using 4 different software programs to accomplish its work. Scappoose has been paying the cost of these for both districts. Raxar performs all these functions in one application. Raxar has agreed to discount its cost by about \$7,500 in order to introduce its program to this region. The company will also come to the District and customize their program to our use. Startup cost of \$5,000 will be paid from CRF&R's Fire Marshal 2017-18 budget. The annual fee of \$5,000 will be shared equally between the 2 districts. The annual fee is due July 1 when the program goes live.

This program gives unlimited users access to a data bank for information on hydrants, burn permits, businesses and residences. This information will be available to staff in the field and will allow them to write work orders and citations on location. Chief Pricher said other districts report that Raxar is working better than expected. It even has a mapping feature that will organize a list of inspections in the most efficient order even for locations without addresses. The District iPads can accommodate the memory needs of the program.

The contract is for one year with a 2 year extension available. Mr. Cairns noted that the contract includes a quarterly servicing fee of \$2,499. Chief Pricher will ensure that this error is removed prior to signature.

Mr. Grant said that it looked like a good deal. At the same time, he expressed concern that every month is bringing another information technology expense of \$5,000 to \$7,000 that we never had before the

IGA. Traditional thinking is that money would be better spent hiring more emergency response personnel. However, it seems that now the information technology and personnel must go hand in hand to complete tasks more productively and efficiently.

OLD BUSINESS: Committee Reports & Other Items.

- A. Awards & Incentives Committee – The next meeting with the Board is February 28.
- B. Management Team Committee – Mr. Cairns reported that they met before the meeting and discussed the items on the agenda. The board discussed plans for the SDAO conference. Ms. Salisbury will make reservations at Norma's for 6:30 pm on Friday.
- C. Planning Committee – Mr. Kriek reported that there was a meeting to discuss how to purchase new apparatus. Different people have been assigned research projects. The next meeting will be March 22nd. Mr. Sorenson said he realized from the meeting that the best option is a capital option levy to finance these purchases. The biggest item is the Quint. We should be ready to put it on the May 2019 ballot.
- D. Budget Discussion – Chief Greisen said SCBA bottles will be the most expensive items we have to purchase. The budget workbook will contain more sub-accounts so that it is clear how much is available for identified purposes.

NEW BUSINESS

Revised Board Policy on Purchasing – first reading. Chief Greisen said that Section C is mostly from CRF&R's policy, except that he added public improvements to it. CRF&R's policy gives the Fire Chief contracting authorization up to \$20,000, in accordance with Oregon State law. Chief Greisen changed it to \$10,000 for Scappoose. The Board will review the policy and come to the next meeting with questions or concerns.

The California mobilization presentation has been postponed to March because staff has been busy with grant applications.

AUDIENCE: None

GOOD OF THE ORDER: Mr. Grant acknowledged the thank you note. Chief Pricher shared one of the new sprinkler reports that came from the Compliance Engine, a program that was approved earlier this year. He noted that it provides the required information efficiently and clearly identifies any deficiencies.

The joint meeting with CRF&R is 7 p.m. Tuesday, February 27th at the Best Western in St. Helens.

The board briefly discussed the January alarm report.

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

Signed this 8th day of March, 2018.



David Grant, President



Andy Kriech, Secretary/Treasurer

AGENDA

The regular meeting of the Scappoose Rural Fire Protection District Board of Directors has been changed to Tuesday, February 6, 7:00 P.M., Scappoose Fire Station, Scappoose, Oregon.

- I. CALL TO ORDER
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from January 11, 2018 meeting
 - B. Bills to be approved February 6, 2018
 - C. Budget vs. Actual a/o January 31, 2018
- IV. REPORTS
 - A. Chiefs' Reports
 - B. Purchase
 - 2 positive pressure fans
 - New Ambulance Lettering/ Striping / Decals
 - C. Miscellaneous
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Budget Discussion
- VI. NEW BUSINESS
 - Purchasing Policy (first reading)
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

2/6/2018

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

CHIEFS' REPORTS (all in Dropbox)

Fire Chief Report –

Fire Marshal Report –

Training Report –

Operations Report –

EMS Chief Report –

Safety/Resource Chief Report –

Purchase –

Positive pressure fans – Move to purchase two (2) positive pressure fans from Sea Western for \$7,300

Striping, lettering & Decal's – Move to approve the purchase of lettering, striping and decals for the new ambulance in the amount not to exceed \$4250.

Miscellaneous – *update on texting 911 (requested at January meeting)*

OLD BUSINESS

Awards & Incentives Committee –

Management Team Committee – – joint district meeting date?

Planning Committee – meeting report

Budget Discussion -

NEW BUSINESS –

Conflagration Presentation

Purchasing Policy – first reading (in Dropbox)

Good of the Order –

Scappoose Rural Fire District
Itemized Account Activity
January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
1/31/2018	Paychex - tax	ER Work Benefit	62.39
1/31/2018	Paychex Payroll	Flex spend health ins cashout	13,329.15
1/31/2018	HRA VEBA Trust	HRA VEBA Trust for health ...	1,900.00
1/31/2018	Nationwide Retirement So...	Emplyr contributions	425.00
2/6/2018	Special Districts Insuranc...	Mar 2018 health insurance	20,388.29
2/6/2018	Standard Insurance	Feb/Mar Life & LTD Insurance	1,173.57
Total 550 Insurance			37,278.40
560 Personnel Salaries			
1/12/2018	P.E.R.S.	Employee 6% IAP plus unit ...	11,461.43
1/15/2018	American General Life Ins	Insurance Premium	59.85
1/29/2018	Oregon Dept. of Justice	PR deduction	854.40
1/31/2018	Transamerica Life Ins. Co.	Employee Life #42462357 - A...	93.81
1/31/2018	American Heritage Life In...	Case # 84457 PR Deduc: R ...	217.44
1/31/2018	Paychex - tax	Employee taxes withheld	39,061.63
1/31/2018	Paychex Payroll	Deferred compensation	2,654.00
1/31/2018	Paychex Payroll	FLSA OT	2,009.84
1/31/2018	Paychex Payroll	FF incentives	1,360.00
1/31/2018	Paychex Payroll	Longevity	694.00
1/31/2018	Paychex Payroll	Phone Pay	200.00
1/31/2018	Paychex Payroll	Shift differential	70.56
1/31/2018	Paychex Payroll	Overtime	13,222.80
1/31/2018	Paychex Payroll	Balance of net pay	60,527.43
1/31/2018	Paychex Check	employee PR check - Marks	2,443.71
1/31/2018	Principal Financial Group	Life Ins policy 4807350 - He...	109.99
1/31/2018	Nationwide Retirement So...	Employee contributions	1,734.00
1/31/2018	SBG-VAA	Security Benefit plan 61204...	60.00
1/31/2018	Voya-State of Oregon Plan	Oregon Savings & Growth P...	11,829.14
2/6/2018	Principal Financial Group	Life Ins policy 4807353 - Nie...	205.21
2/6/2018	Tualatin Valley Fire Fighte...	2018 union dues from PR d...	1,217.35
2/6/2018	Pacific Athletic Club	Employee PR deduction	5.00
2/6/2018	Standard Insurance	Feb STD PR deductions	447.64
Total 560 Personnel Salaries			150,539.23
570 SocSec/Medicare(FICA)			
1/31/2018	Paychex - tax	Emplyr FICA	12,244.65
Total 570 SocSec/Medicare(FICA)			12,244.65
580 Volunteer Services			
1/17/2018	Oregon Health Authority E...	C Cox EMT Oregon license	110.00
1/31/2018	Sallee, Casey - Volunteer	65.75 hrs Dec childcare	560.00

Scappoose Rural Fire District
Itemized Account Activity
 January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
1/31/2018	Corporate Security Servic...	W. Stefan III - backgrnd chk	81.50
1/31/2018	Kirk, Thomas	EMT license	110.00
Total 580 Volunteer Services			861.50
590 Personnel Benefits			
1/12/2018	P.E.R.S.	Employer PERS	41,227.05
1/31/2018	AER Fitness Repair	install belts on Cybex arch tr...	266.08
2/6/2018	Anytime Fitness	Mar Fitness dues-J.Salisbury	33.00
2/6/2018	Pacific Athletic Club	Mar 2018 dues; Marks	40.00
2/6/2018	AER Fitness Repair	diagnose "skipping" arch trai...	99.50
Total 590 Personnel Benefits			41,665.63
Total 1.1 GENERAL FUND PERSONNEL SVCS			242,589.41
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
1/31/2018	Scappoose Storage	Feb storage - Tenant#71855	97.00
1/31/2018	Columbia County	EMC Acct#100-44-01-3265	8,965.88
2/6/2018	Ritchie, Christopher	physician advisor	691.67
Total 670 Contract Services			9,754.55
720 Public Education			
1/31/2018	Ace Hardware	5 lt duty 5 ft U-posts	34.95
1/31/2018	Ace Hardware	6 O-rings	4.74
1/31/2018	Traffic Safety Supply Co., ...	50 address sign blanks	362.50
1/31/2018	Traffic Safety Supply Co., ...	numbers for addresses	84.50
1/31/2018	Traffic Safety Supply Co., ...	50 U-channel posts	182.50
1/31/2018	Traffic Safety Supply Co., ...	shipping	51.34
Total 720 Public Education			720.53
740 Uniforms			
1/31/2018	Northwest Apparel	6 XL S/S Tshirts	78.00
1/31/2018	Northwest Apparel	7 names (Zimbrick)	14.00
1/31/2018	Northwest Apparel	3 5XL Tshirts (C.Cox)	54.00
1/31/2018	Lighthouse Uniform Co.	PO1497-Liebig Class A dres...	641.05
1/31/2018	Scappoose Outfitters	3 nameplates (Moorman, Zi...	15.00
1/31/2018	Scappoose Outfitters	3 nameplates (Hickman,Sals...	15.00
1/31/2018	Scappoose Outfitters	sewing	6.00
1/31/2018	Northwest Apparel	5 names	10.00
1/31/2018	Northwest Apparel	2 XL Tall Tshirts	30.00
1/31/2018	Northwest Apparel	2 S608 fullbutton shirts	60.00
1/31/2018	Northwest Apparel	3 names	6.00
2/6/2018	Curtis	PO1178--4 XL Fire Nvy job ...	235.80
2/6/2018	Harringtons	1 pr Ben Davis pants-M. Be...	34.99
2/6/2018	Harringtons	1 pr Ben Davis pants-N. Cha...	34.99

02/06/18

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
2/6/2018	Harringtons	1 pr Ben Davis pants-J. Stein	34.99
2/6/2018	Scappoose Outfitters	embroider Maruska name	3.00
2/6/2018	SeaWestern Fire Apparatus	Haix boot 10 Med - Marks	285.50
Total 740 Uniforms			1,558.32
750 Maintenance on Equipment			
1/31/2018	Ace Hardware	screws for apparatus mounts	8.64
1/31/2018	Ace Hardware	recept tamp prf deco 15A for...	3.99
1/31/2018	Ace Hardware	countersink replcemnt	8.99
1/31/2018	Ace Hardware	2 alum angles 1/8x1-1/4x6'	51.98
1/31/2018	Ace Hardware	screws for AP3206	4.48
1/31/2018	Les Schwab Tires	App#3306 - balance right re...	50.00
1/31/2018	Ace Hardware	Bessey C clamp 2.5"	11.98
1/31/2018	Ace Hardware	2 drill bits 3/32" cobalt CD	7.98
1/31/2018	Sunset Auto Parts	Battery AP3206 Part#7548	132.59
1/31/2018	Columbia River Fire & Re...	replace door handle -'99 Ch...	61.69
1/31/2018	Columbia River Fire & Re...	replace HVAC panel-'08 GM...	244.04
1/31/2018	Columbia River Fire & Re...	house charge - '05 Chevy S...	26.17
1/31/2018	Columbia River Fire & Re...	switch cover plate - '93 F450	5.82
1/31/2018	Columbia River Fire & Re...	solve coolant leak- '99 F550	246.80
1/31/2018	Columbia River Fire & Re...	4 antenna rain caps	21.64
1/31/2018	Wilcox & Flegel	400.3 gal unleaded @ \$2.31...	925.53
1/31/2018	Wilcox & Flegel	300 gal biodiesel @ \$2.70/gal	811.59
2/6/2018	Columbia River Fire & Re...	Jan18 share of VolCoord	3,985.46
2/6/2018	Ace Hardware	fasteners	2.72
2/6/2018	Columbia River Fire & Re...	winch medic off dike	150.00
2/6/2018	Columbia River Fire & Re...	replace 2 door handles & bl...	285.53
2/6/2018	Columbia River Fire & Re...	replace door handle	50.00
2/6/2018	Columbia River Fire & Re...	replace HVAC controls	510.25
2/6/2018	Les Schwab Tires	App#3206 - thrust angle alig...	79.95
Total 750 Maintenance on Equipment			7,687.82
760 Administration			
1/15/2018	Fred Meyer	Long Range Planning Mtg fo...	18.35
1/16/2018	US Bank	Bank Service Charge	14.95
1/17/2018	Fred Meyer	Fire Defense Brd food	18.96
1/17/2018	Fred Meyer	County Assoc Mtg food&priz...	117.79
1/17/2018	COSTCO Wholesale	Cty Assoc Mtg food & prizes	216.20
1/17/2018	Dutch Brothers	County mtg speaker gift	29.03
1/29/2018	Paychex Invoice	Jan reg PR svcs	475.30
1/31/2018	Dietz, Erik	Fork'd meals for safety mtg	75.00
1/31/2018	Allen, Benjamin	reimb EMS overpayment	50.00
1/31/2018	Daily Journal of Commerce	publish audit RFP	115.00
1/31/2018	Pizza Vendor	Dec meeting food	22.15

Scappoose Rural Fire District
Itemized Account Activity
January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
Total 760 Administration			1,152.73
765 Information Technology			
1/22/2018	AT&T Mobility	Dec wireless charge	100.00
1/22/2018	AT&T Mobility	Dec wireless charge	65.57
1/22/2018	AT&T Mobility	Dec wireless charge	100.00
1/31/2018	CenturyLink	internet	54.94
1/31/2018	City of Portland	800 MHz access	107.61
1/31/2018	Comcast	internet for Scappoose	127.85
1/31/2018	Pacific Office Automation,...	monthly copy kit	36.00
1/31/2018	AT&T Mobility	Dec wireless charge	69.09
1/31/2018	ImageTrend	one time setup fees	9,250.00
1/31/2018	ImageTrend	annual recurring fees	9,535.00
2/6/2018	Maller, Dave	IT maintenance contract	675.00
2/6/2018	Maller, Dave	Complete WiFi replacement	195.00
2/6/2018	PEAK Internet	Chapman&Scappoose inter...	76.88
Total 765 Information Technology			20,392.94
770 Operating Materials/Suppli			
1/31/2018	Ace Hardware	2 gal. Simple Green cleaner	23.98
Total 770 Operating Materials/Suppli			23.98
775 Emerg. Operating Supplies			
1/12/2018	BiMart	ice for logistics	35.80
1/26/2018	Amazon	10 Radians safety vests M/L	110.60
1/26/2018	Amazon	10 Radians safety vests XL/...	178.00
Total 775 Emerg. Operating Supplies			324.40
780 Building & Grounds Maint.			
1/17/2018	Amazon	Whirlpool light bulb	9.35
1/17/2018	Amazon	Dryer drum belt	10.32
1/17/2018	Amazon	Whirlpool bracket	10.71
1/17/2018	COSTCO Wholesale	4 heavy duty wire racks (\$14...	599.96
1/31/2018	Systems Management No...	repair/replace Co-Vac Ray h...	7,872.00
1/31/2018	Richardson's Furniture	entertainment center	999.00
2/6/2018	Paramount Pest Control I...	heavy rat activity outside	65.00
2/6/2018	Paramount Pest Control I...	no pest activity seen	85.00
Total 780 Building & Grounds Maint.			9,651.34
790 Training			
1/12/2018	Oregon Fire Chiefs Assoc.	Water Rescue Summit Marc...	25.00
1/12/2018	Special Districts Assoc. of...	(1) Seaside Conf Reg	230.00
1/12/2018	Special Districts Assoc. of...	(1) Seaside Conf Reg	230.00
1/13/2018	Fred Meyer	rope rescue food	26.45
1/13/2018	MOD Pizza	rope rescue lunch	61.20

02/06/18

Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
 January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
1/13/2018	MOD Pizza	rope rescue lunch	25.64
1/15/2018	Paulson Printing	Fingerprints--C.Cox	59.15
1/17/2018	Special Districts Assoc. of...	(4) Seaside Conf Regs	920.00
1/31/2018	Kirk, Thomas	EMT college & textbook	1,489.00
2/6/2018	Nielson, Scott	training per diem-Task Forc...	85.00
2/6/2018	Sykes Seaside House Re...	A. Kriek OFDDA conf 2/8-1...	365.58
2/6/2018	Cairns, Ron	166 RT mileage @ \$0.545/...	90.47
2/6/2018	Cairns, Ron	Per diem for meals	39.00
2/6/2018	Graham, David	166 RT mileage @ \$0.545/...	90.47
2/6/2018	Graham, David	Per diem for meals	39.00
2/6/2018	Sorenson, Dave	166 RT mileage @ \$0.545/...	90.47
2/6/2018	Sorenson, Dave	Per diem for meals	39.00
2/6/2018	Kriek, Andy	166 RT mileage @ \$0.545/...	90.47
2/6/2018	Kriek, Andy	Per diem for meals	39.00
2/6/2018	Grant, David	166 RT mileage @ \$0.545/...	90.47
2/6/2018	Grant, David	Per diem for meals	39.00
Total 790 Training			4,164.37
810 Utilities			
1/31/2018	N.W. Natural Gas	Acct 447881-4	461.54
1/31/2018	CenturyLink	landlines	433.87
1/31/2018	CRPUD	boathouse electricity	68.44
1/31/2018	CRPUD	main station electricity	1,177.07
1/31/2018	Comcast	cable tv for Scappoose	61.60
1/31/2018	City of Scappoose	water & sewer	281.29
2/6/2018	W.O.E.C.	Chapman budget pay	364.00
2/6/2018	P.G.E.	Electrical for Holbrook Station	94.93
2/6/2018	Waste Management of Or...	Garbage/Recycling	123.73
Total 810 Utilities			3,066.47
870 EMS Operations			
1/31/2018	Bound Tree Corp.	20 boxes Ditiagem	114.75
1/31/2018	Bound Tree Corp.	medical supplies	2,225.59
1/31/2018	Bound Tree Corp.	medical supplies	113.52
1/31/2018	Arrow International, Inc.	2 boxes needles	1,100.00
1/31/2018	Bound Tree Corp.	2 MaxiValve replcmt kits	78.98
1/31/2018	Bound Tree Corp.	tourniquet & IV catheters	334.49
1/31/2018	Bound Tree Corp.	amidate - 2 bxs (10ea/bx)	39.98
2/6/2018	Airgas - USA, LLC	medical oxygen	377.62
2/6/2018	Airgas - USA, LLC	medical oxygen	181.60
2/6/2018	DocuMart Printing & Copy...	15 full color protocol books	1,035.22
2/6/2018	DocuMart Printing & Copy...	105 B/W protocol books	1,786.56
Total 870 EMS Operations			7,388.31

12:57 PM
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Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
January 12 through February 6, 2018

Date	Source Name	Memo	Paid Amount
Total 1.2 GENERAL FUND MATERIAL & SVC			65,885.76
Total 1...			308,475.17
Total 1..GENERAL FUND EXPENDITURES			308,475.17
3. PROPERTY FUND CAPITAL OUTLAY			
EMS Apparatus & Equipment			
1/31/2018	Physio Control, Inc.	Lucas 3.0	13,876.50
1/31/2018	Physio Control, Inc.	Lucas battery charger	921.05
1/31/2018	Physio Control, Inc.	Lucas power supply	278.00
1/31/2018	Physio Control, Inc.	Lucas battery	581.00
Total EMS Apparatus & Equipment			15,656.55
Total 3. PROPERTY FUND CAPITAL OUTLAY			15,656.55
TOTAL			324,131.72

02/06/18
Cash Basis

**Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2017 through February 6, 2018**

	<u>Jul 1, '1...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% o...</u>
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,501,585	1,345,989	155,596	112%
EMS Receipts	393,052	610,000	-216,948	64%
FireMed	38,570	35,500	3,070	109%
Gas Royalties	0	1,500	-1,500	0%
Grant Awards	3,607	0	3,607	100%
Interest Earned on Investments	14,498	10,000	4,498	145%
Miscellaneous Revenue				
CRF&R IGA	56,372	96,867	-40,495	58%
Miscellaneous Revenue - Other	82,409	18,333	64,076	450%
Total Miscellaneous Revenue	<u>138,781</u>	<u>115,200</u>	<u>23,581</u>	<u>120%</u>
Property Taxes				
Taxes - Current				
Local Option Levy	1,358,534	1,411,467	-52,933	96%
Permanent Rate Levy	1,221,038	1,268,613	-47,575	96%
Total Taxes - Current	<u>2,579,573</u>	<u>2,680,080</u>	<u>-100,507</u>	<u>96%</u>
Taxes - Prior Years				
	<u>76,335</u>	<u>90,000</u>	<u>-13,665</u>	<u>85%</u>
Total Property Taxes	<u>2,655,908</u>	<u>2,770,080</u>	<u>-114,172</u>	<u>96%</u>
Transfer from Grant Fund	<u>28,651</u>	<u>28,651</u>	<u>0</u>	<u>100%</u>
Total 1. GENERAL FUND REVENUES	<u>4,774,651</u>	<u>4,916,920</u>	<u>-142,269</u>	<u>97%</u>
2. GRANT FUND REVENUE				
Grant Award	<u>0</u>	<u>112,944</u>	<u>-112,944</u>	<u>0%</u>
Total 2. GRANT FUND REVENUE	<u>0</u>	<u>112,944</u>	<u>-112,944</u>	<u>0%</u>
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	417,132	421,184	-4,052	99%
Grant Income	5,519	0	5,519	100%
Interest Earned on Investments	3,207	2,500	707	128%
Transfers In	<u>0</u>	<u>1,000</u>	<u>-1,000</u>	<u>0%</u>
Total 3. PROPERTY FUND REVENUES	<u>425,858</u>	<u>424,684</u>	<u>1,174</u>	<u>100%</u>
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	205,514	205,106	408	100%
Interest Earned on Investments	<u>1,680</u>	<u>1,800</u>	<u>-120</u>	<u>93%</u>
Total 4. PERSONNEL SVCS FUND REVEN	<u>207,194</u>	<u>206,906</u>	<u>288</u>	<u>100%</u>
Total Income	<u>5,407,704</u>	<u>5,661,454</u>	<u>-253,750</u>	<u>96%</u>
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	276,846	535,200	-258,354	52%
560 Personnel Salaries	1,085,844	1,916,619	-830,775	57%
570 SocSec/Medicare(FICA)	87,039	149,680	-62,641	58%
580 Volunteer Services	18,527	38,000	-19,473	49%
590 Personnel Benefits	<u>235,393</u>	<u>465,000</u>	<u>-229,607</u>	<u>51%</u>
Total 1.1 GENERAL FUND PERSONNEL...	<u>1,703,650</u>	<u>3,104,499</u>	<u>-1,400,849</u>	<u>55%</u>
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	43,203	111,350	-68,147	39%
680 Communications Maintenance	16,474	54,000	-37,526	31%
720 Public Education	4,736	7,500	-2,764	63%
730 Property & Liability Insur.	<u>46,712</u>	<u>53,200</u>	<u>-6,488</u>	<u>88%</u>

02/06/18
Cash Basis

**Scappoose Rural Fire District
Profit & Loss Budget vs. Actual
July 1, 2017 through February 6, 2018**

	<u>Jul 1, '1...</u>	<u>Budget</u>	<u>\$ Over B...</u>	<u>% o...</u>
740 Uniforms	6,651	20,000	-13,349	33%
750 Maintenance on Equipment	59,971	110,000	-50,029	55%
760 Administration	27,348	54,000	-26,652	51%
765 Information Technology	43,039	59,900	-16,861	72%
770 Operating Materials/Suppli	1,548	5,000	-3,452	31%
775 Emerg. Operating Supplies	14,513	65,000	-50,487	22%
780 Building & Grounds Maint.	23,803	125,731	-101,928	19%
790 Training	23,891	90,000	-66,109	27%
810 Utilities	17,340	39,800	-22,460	44%
870 EMS Operations	47,503	70,000	-22,497	68%
880 FireMed	15,080	18,500	-3,420	82%
Total 1.2 GENERAL FUND MATERIAL &...	391,811	883,981	-492,170	44%
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	8,186	77,440	-69,254	11%
Total 1.3 GENERAL FUND CAPITL OUT...	8,186	77,440	-69,254	11%
Total 1...	2,103,647	4,065,920	-1,962,273	52%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Personnel Services	0	1,000	-1,000	0%
Total 1.4 GENERAL FUND TRANSFER OUT	0	1,000	-1,000	0%
1.5 GENERAL FUND CONTINGENCY	0	200,000	-200,000	0%
1.6 GENERAL RESERVED FOR FUTURE	0	650,000	-650,000	0%
Total 1..GENERAL FUND EXPENDITURES	2,103,647	4,916,920	-2,813,273	43%
2. GRANT FUND EXPENSE				
2.1 GRANT FUND PERSONNEL SVCS				
1. Personnel Salaries	67,232	60,691	6,541	111%
2. Personnel Benefits	17,061	23,602	-6,541	72%
Total 2.1 GRANT FUND PERSONNEL SVCS	84,293	84,293	0	100%
2.2 Debt Svc to General Fund	28,651	28,651	0	100%
Total 2. GRANT FUND EXPENSE	112,944	112,944	0	100%
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements	0	30,000	-30,000	0%
EMS Apparatus & Equipment	52,101	232,000	-179,899	22%
Fire Apparatus & Equipment	7,642	152,684	-145,042	5%
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	59,743	424,684	-364,941	14%
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	0	201,906	-201,906	0%
Reserved for Future Expenses	0	5,000	-5,000	0%
Total 4. PERSONNEL SVC FUND EXPENSE	0	206,906	-206,906	0%
Total Expense	2,276,334	5,661,454	-3,385,120	40%
Net Income	<u>3,131,371</u>	<u>0</u>	<u>3,131,371</u>	<u>100%</u>

SRFD Safety Committee

10 Jan 2018

Meeting called to order at 1808 Hrs.

Safety Members in Attendance: Chair Dietz, Chief Greisen, DC O'Connor, FF Klippel, Lg Sallee, FF Bernier

Safety Members Absent:

FF Lawrenson , Lg Stewart, FF Oberbarnscheidt, FF Davis, FF Maruska, FF Dubois

Other Members Present: Lt Nielson, Lg Laney, FF Hickman, FF Moorman, FF Kriech

Safety Message

Wear your safety Vest and be seen!

Safety Suggestion Box: Nothing submitted

Accident Reports: No reports

Safety Action Generator: No SAG's submitted

Near Misses: Firefighter was running across the parking lot for an emergency and was nearly run into by another firefighter's vehicle responding to the same incident. Lack of lighting in parking lot made it difficult for individuals to see each other. Pay extra attention in parking lots.

Station Reports: No new Reports

Old Business:

- Yellow parking guide lines extended from Bays onto Pad will be brought up to Operations to discuss. Lines can help backing when sun glare is present.
- Reminder to keep CO exhaust system in the bays ON. **"Do not turn off"**
- OSB boards are no longer to be used in burn trailer. Glue chemicals have been shown to be cancer causing agents. Alternative materials to burn are being researched.
- Try not to use apparatus tailboards to set items on. Several reports of items ending up in road.
- After engine use, place nozzle from hose load in engineer's compartment until placed on rig for hose lay completion. Eliminate items on tail board.
- Keiser sled moved to Holbrook station for storage until needed again for use.

New Business:

- Lt Anderson installed a shore cord for TW431, properly plugged in now.
- Brought up by FF Ahlers that Apparatus Operators should have an SCBA, idea brought up and will go to Operations for discussion. Need to find place for it on a rig.
- Next Safety meeting, go over selected SOP's for review/update.
- Columbia River Fire & Rescue was inspected by State Health for Ambulance service

Good of the Order:

2 videos critiqued, apparatus placement on a structure fire and arrival/apparatus placement on a vehicle fire.

Meeting adjourned at 1945.

Fire Chief Report

January 2018

I attended a table top exercise in Portland on the need for fuel after the Cascadia Earthquake. With the projected loss of fuel into the Willamette River, there will be a fuel shortage for about 3 weeks. This exercise was attended by Federal, State, County, and local public agencies, utility companies and fuel providers. The only available fuel will be in vehicles and underground tanks that have not leaked or been contaminated by water. CRF&R is dependent on card lock filling stations and Scappoose has above ground tanks. In the future, we will work on a plan with the county to identify and prioritize fuel use needs.

The new Computer Aided Dispatching System will soon be operational and has required many hours to plan for the changeover. Columbia 911 and Oregon Department of Forestry (ODF) have received new radio frequencies to try and eliminate the radio interferences. The frequency changes mean we will need to reprogram all of our radios. As required by FCC laws, I signed an agreement with ODF so that we can program their frequencies into our radios. I signed the lease agreement with ODF for the building in Columbia City which CRF&R uses for the brush engine.

Meetings & Training

01/02 Local 3215	01/03 Columbia Co Traffic Safety
01/03 SRFD Vol Association mtg.	01/08 Spotlight Newspaper mtg.
01/08 SRFD Officers mtg.	01/09 Columbia Co. Fire Investigation mtg.
01/09 LEPC mtg.	01/09 HSEMC mtg.
01/09 CRF&R Management mtg.	01/09 CRF&R Board mtg.
01/10 SRFD safety mtg.	01/11 SRFD Management mtg.
01/11 SRFD Board mtg.	01/12 Share & Care follow up mtg.
01/13 Rope Rescue training	01/15 CRF&R probationary testing
01/16 Local 3215	01/16 Webinar Hazard Vulnerability Analysis
01/16 SRFD Long Range Planning	01/17 Columbia Co Fire Defense mtg.
01/17 Columbia Co Firefighters Assoc. mtg.	01/19 Raxar webinar
01/24 Drill	01/24 SRFD membership mtg.
01/25 Fuel Anxiety Table top exercise	01/29 911 Advisory mtg.
01/29 Airport Advisory mtg.	

Up Coming Events;

SDAO Conference	February 8-11
Joint Board Meeting	February 27 th at Best Western



Administration

Columbia River Fire & Rescue / Scappoose Fire District



January 2018– Chief of Operations Monthly Report

January continues to be busy for both agencies; we have multiple large scale projects that are in process. In the next 90-120 days most of these projects should be completed, this placed a large work load on the Administrative and assisting staff. CRFR and Clatskanie Fire District conducted interviews for Firefighter/Paramedic. CRFR made tentative job offers to the #1 and #2 Candidates; both accepted and are currently in backgrounds/physical evaluation. SRFD will interview Firefighter/EMT on February 5, 2018 to fill the current vacant position.

The current project list:

- New Hire Fire Academy to take place in Mid-February for the career firefighters. Clatskanie requested to add their new hire as well in order to facilitate an orientation for the firefighters. Goal for SRFD and CRFR firefighters starting on shift in early March 2018.
- New EMS only interviews and P.A.T (Physical Ability Testing) 1st week of February. Chief Coombs has created and working on a New Hire Orientation Academy for the EMS only personnel.
- Image Trend, the High Plains replacement for our emergency reporting system is in process. This has been a slow, labor intensive process for the Administrative Staff. Chief Coombs and I have recruited some additional help from the Career and Volunteer ranks to facilitate the implementation. Image Trend will be sending a representative for a two-day on site visit at CRFR. Our goal is to meet our self-imposed Go Live Date on March 1, 2018.
- Crew Sense: CRFR has completed (4) webinar teaching components for our company officers. The career staff has been given log in and access to Crew Sense. Staff will mirror the High Plains Roster in Crew Sense during the orientation period, goal is to Go Live in late February 2018.
- CAD development: The Tri-Tech CAD integration is set to Go Live in February 2018. There was a ramp up during the last weeks of January to prepare for training and roll out. Training of the staff, volunteers, and company officers is set for the first two weeks of February.



Administration

Columbia River Fire & Rescue / Scappoose Fire District



- Wildland Conflagration Response: We have started receiving reimbursement for expenses incurred during our in and out of state deployment. The goal of operations is to purchase equipment, supplies, and items needed in district. Some items include hose, radios, tools, and equipment that can be used to improve safety and operations for our firefighters. Purchases will not take place until we have recovered our districts expenses that were incurred during the deployment.
- Brush 471 (Type VI) wildland engine has a blown motor. A hose failed and caused engine oil to leak rapidly while driving, this caused the motor to become damaged and will require replacement.

Meetings:

- Crew Sense (4)
- CAD/CCOM (Multiple)
- Operations Committee Meeting
- Image Trend
- OSFM – 4th quarter NFIRS Reports
- Senior Staff Meeting
- Equipment Issues and repairs
- Personnel Issues

EMS Office January 2018

Both ambulances are progressing very well. The manufacturer is currently finishing the final details. We expect them to take possession of them both in mid-February. It will take an additional 3-4 weeks to get them into service.

We have interviewed 13 personnel for the part-time single role EMS positions. Three are paramedics and the remainders are EMTs. Conditional job offers will be made while background investigations and physicals are completed.

The ambulance and EMS program inspection from the Oregon Health Authority at CRFR went well overall. The official report has not been received yet, however the inspector only communicated two minor deficiencies. Corrections are being made and will be submitted to the State upon completion. The Health Authority informed us that Scappoose Fire is to be inspected on March 22.

Nina, our community paramedic has been attending several trainings and many meetings. She has begun to 'trial' a couple of patients to fine-tune our workflow. Nina is settling in and working in cooperation with a Health Resilience Specialist from CareOregon.

1/1-4 Duty Officer
1/4 Met with community paramedic
1/8 EMS Committee meeting
1/9 CRFR Board meeting
1/10 Oregon Health Authority Inspection
1/11 CCOM meeting
1/12 Met with community paramedic
1/16 Flammable liquid fire training
1/17 Met with community paramedic developer
1/18 Firefighter/Paramedic Interviews
1/19 Met with EMS supply officer
1/22 ImageTrend conference call
1/23 CrewSense webinar
1/25 Computer Aided Dispatch to ImageTrend bridge meeting
1/31 Met with St. Helens and Rainier C shift

January 2018 Training Report

Chief Marks

Jan 3 Morning drill and SVFA meeting
Jan 6 EMR Academy Kick off
Jan 8 Ops Committee
Scappoose Officers Meeting
Jan 9 LCRTOA Meeting
Meeting with Cascade Tissue Scappoose about Extinguisher Training
CRFR Board Meeting
Jan 10 Morning and Evening Drills
Jan 11 NAFT meeting
Scappoose Board Meeting
Jan 12 Meeting with Engstrom and Coombs about OHA inspection
Jan 15 CRFR Probationary 3 month test
Jan 16 OEDI Board Meeting
SRFD Long Range Planning Meeting
Jan 17 Morning drill
Assist with cooking for Columbia County FF Association Meeting in Scappoose
Jan 18 Evening Drill
Jan 19 Meet with potential burn to learn property owner
Jan 24 Morning and evening drills
Jan 25 Extinguisher Class at Cascade Tissue Scappoose
Jan 31 Morning and evening drills

Ongoing projects include
Spring 2018 Volunteer Academy
Feb 2018 Career Academy
Working with Motherway on LCRTOA Regional Radio Grant
Oregon Health Authority Upcoming Inspection for SRFD



Fire Marshal Report

Columbia River Fire & Rescue / Scappoose Fire District

February Board Meeting

Monthly Activity

Fire Code Questions and Complaints	Inspection Requests	Pre Application Meetings	Administrative Reviews	Re-Inspections
25	6	3	95	1
Plan Reviews	System Testing	Driveway Scappoose	Driveway St. Helens	Driveway Rainier
3	3	4	7	3
Fire Investigations	Public Hearings	Knox Box Installs	Permits	Weekly County Meetings
3	1	3	0	2
Total Hours:		268.75		

Previous Month 164.75

ADMIN Staff Time: 96 hours (Estimate)

General Info:

Attended the Fire Investigation Team (FIT) meeting and am working on a new fire investigation policy. Attended the Roper Rescue Training day and put on the Swift Water Rescue Training on the Green Truss Section of the White Salmon. Taught 2 days of chainsaw classes for both districts. Have been spending a lot of time with regards to the Airplane Hanger projects. A lot of code challenges. Also in the works are new PPE requirements for Fire Investigators to protect them from the smoke hazards among other things. Attended a SUAS meeting in Portland regarding aircraft and RDPO. Attended 3 meetings as part of the fire code committee. Continually meeting with the County to problem solve some of the Cannabis industry challenges. Was able to attend a City Council Meeting In Rainier to have them adopt our fire prevention ordinance and attached documents. Still need to work with Scappoose, Columbia City and St. Helens to complete this.

Respectfully Submitted by Jeff Pricher



This graph below shows project completion. The Green represents projects completed. The Red shows overdue. The Yellow identifies projects due in the future. The grey area represents open or ongoing projects (Subdivision, Industrial Building).

Project Overview

Completed 97% (564 Tasks) Overdue 1% (1 Task) Planned 1% (1 Task) No Due Date 1% (4 Tasks)



The graph below depicts the time frame between December 19th 2016 and February 1st 2018. The top line is projects submitted and the middle line represents project completion. Since we started this program, the fire marshals office has initiated over 685 tickets or projects.

Burn Down



In 2017 we processed:

24 Fire Code Complaints

104 Fire code questions

40 requested inspections

28 pre-application meetings

198 Administrative reviews

22 Fire Investigations

Including other projects, the year totaled out at 563 Projects

Total Driveway inspections for the year:

94

Inspectors include Chief Greisen, Chief Pricher, FF Gandara and FF Harsnape

PURCHASE PROPOSAL

Two Battery Powered Ventilation Fans.

Quote from SeaWestern (Area Vendor):

\$3,650 per fan as attached. New pricing as of January 1st, 2018 increased to \$4,000.00 per unit. SeaWestern knew we had budgeted to purchase the fans in the first quarter of 2018. They purchased additional stock before the first of the year and are honoring the lower pricing. This purchase was included in the budget for this fiscal year.

BUDGET IMPACT

Expenditure Required: \$7,300.00	Budgeted Amount Capital Outlay: \$ 77,440.00 (entire account)
Total available in Maint. of Equipment: \$ 69,254.00	Balance in account After expenditure: \$ 61,954.00


Discussion: Some of our older gas fans are over 25yrs old. They are too heavy to be safely moved by a single person. Two of our current fans are obsolete and have damage shrouds.

The proposed fans are lightweight and safely managed by a single person. They operate on both battery or AC power. Current gas fans also blow carbon monoxide into structures preventing personel from safely entering without SCBA. Electric fans allow residents to remain indoors during odor removal and removal of residual smoke from small fires i.e. cooking fires.

The new fans will be placed on first and second out engines.

Recommended Action: Request the Board of Directors approve the expenditure of \$7,300.00 for two electric positive pressure ventilation fans. SeaWestern will deliver, no additional freight.

Bid received by: Lt. Anderson

Approved by: 

Date: February 6th, 2018



SEAWESTERN

FIRE FIGHTING EQUIPMENT

P.O. Box 51, Kirkland, Washington 98083
Phone (425) 821-5858 / Fax (425) 823-0636 / Toll Free 1-800-327-5312
www.seawestern.com / E-mail: info@seawestern.com

Q U O T A T I O N

TO: Scappoose RFPD
52751 Columbia River Highway
Scappoose, OR 97056
ATTN: Rob Anderson
Replied to your inquiry

DATE: 2/6/18

we are pleased to quote as follows:

ITEM NO.	QTY	DESCRIPTION	UNIT PRICE	EXTENSION
BLOWHARD FANS				
1.	2	Blowhard BH-20 Electric Positive Pressure Fan Includes: Lithium Ion Battery System, Shoulder Strap and Owner's Manual.	\$3,650.00	\$7,300.00
2.		Blowhard Misting Ring for BH20 Fan	\$450.00	

FOB: Scappoose, OR
DELIVERY: 30 to 60 Days

TERMS: Net on Receipt
after receipt of order

Sea Western, Inc.
By: Steve Morris

BLOWHARD

The Right Tool For The Job

BH-20 COMPACT PPV FAN **Responds Faster - Blows Harder**



PATENT PENDING

- ▶ Responds Faster
- ▶ Blows Harder
- ▶ Compact Storage
- ▶ Best Value

Dual Power

Instant Startup

Extended Running

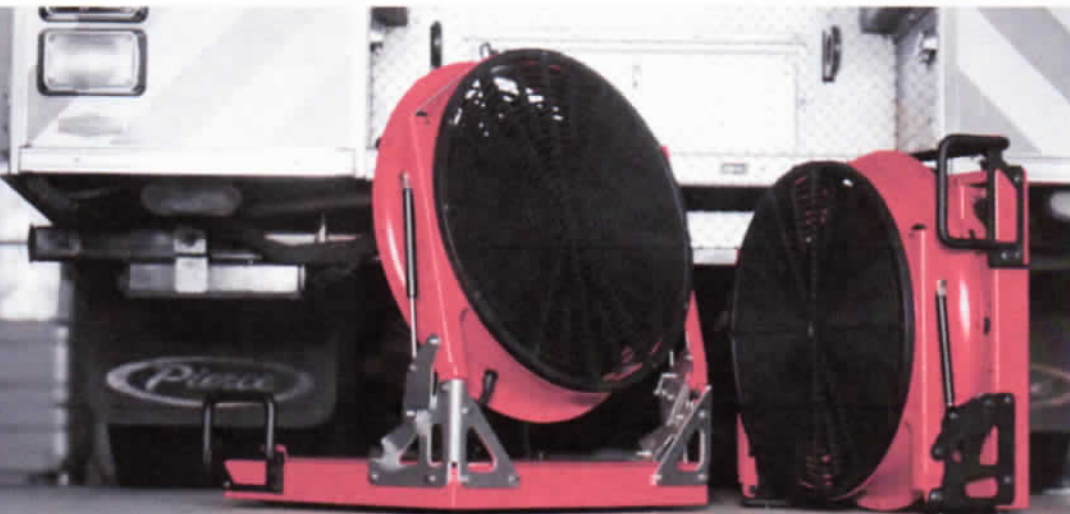


Lithium Ion
20-80 Minutes



Any Outlet
Unlimited

"This fan will reduce our response by 3 to 4 minutes, allowing us to enter faster, which is critical for retrieving people stuck in the building. It's impossible to put a price on that".
Battalion Chief, Oregon



Responds Faster

- Starts instantly on battery power
 - No wasted time searching for AC outlets (battery optional)
- Sets up 2-6 minutes faster than other PPV fans
- Ultra Portable, ergonomically designed to be carried by one person while running
 - 40 lbs. base weight, 51 lbs. with optional battery
 - Quick and easy positioning in hard-to-reach places, works from 6 to 20 feet from a door

Blows Harder

- Designed for high pressure to drive ventilation
 - High velocity jet stream penetrates deep to build pressure and cool the structure
 - Higher internal pressure drives ventilation to clear smoke from the structure
- BH-20 outperforms PPV fans rating at higher CFM. The ability to drive ventilation by building pressure in the structure results in air movement equivalent to most 15,000 CFM rated fans in real world conditions.
- Please visit our website for more detailed information. We conducted a test called "Battle of the Fans"

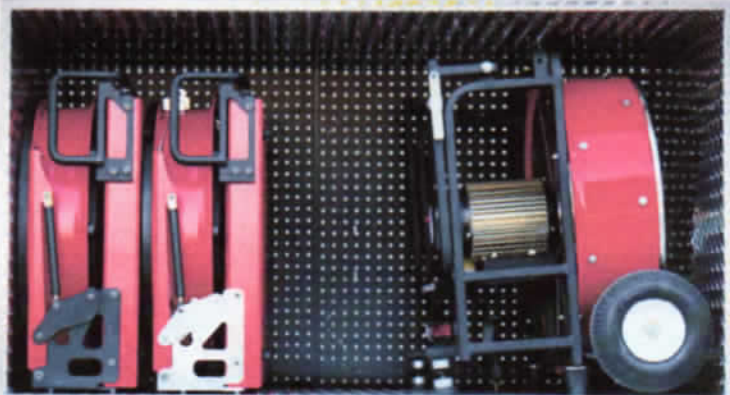


Compact Storage

- Two BH-20s fit in the space of one comparable PPV
- With variable-speed motor control, the BH-20 can double as a PPV fan and ventilation fan, saving valuable truck space and money

Best Value

- 2-6 Minute faster response
- Compact Storage
- Doubles as a PPV Fan and Ventilation Fan
- Reduces fatigue and injuries



Specifications:

DIMENSIONS:	24" X 24" X 10"	WEIGHT:	40 LBS, 50 LBS WITH BATTERY
BATTERY:	Li-ion - 20-30 MIN. 2000 RECHARGE CYCLES	POWER:	110 VAC - 8 AMP
SETBACK:	6-16 FEET	TILT:	5-20 DEGREES, ADJUSTABLE
CAPACITY:	10,000 CFM	FAN SPEED:	0-3,000 RPM
MOTOR:	BLDC MOTOR	MOTOR CONTROL:	SOFT START VARIABLE SPEED

PHONE: 541-967-0063

EMAIL: INFO@BLOWHARDFANS.COM

WEB: BLOWHARDFANS.COM

PURCHASE UNITS FOR EVALUATION

Section 3.3 Budget Administration

- A. The adopted budget is the financial plan developed to carry out the programs supporting the District's goals and objectives. Quotes will be obtained and recorded on all major purchases unless specified otherwise.
- B. The Board of Directors shall act as the "Contract Review Board" in accordance with Oregon Revised Statutes (ORS). All purchasing shall conform to regulations contained in the Scappoose Rural Fire Protection District Public Contracting Rules Manual" which are adopted by the Board of Directors as required by ORS.

~~The Fire Chief is authorized to approve expenditures for any supply and equipment items valued under \$3,000 provided that they are within approved budget items totals.~~

~~The Fire Chief is authorized to approve expenditures above \$3,000 for emergency repair of apparatus or equipment or any other emergency situation. The Fire Chief will notify the Board President by phone for any emergency expenditure above \$5,000.~~

- C. All budgeted single item expenditures for goods, services and public improvements will be made within the following guidelines. (Note: qualifying sole source procurements only require one quote.)
 - 1) \$1,000 or less – Shall have the approval of the individual employee responsible for that area of the budget, or his designee
 - 2) \$1,001 to \$2,500 - Shall have the approval of the Chief Officer responsible for control of the area of the District budget and the Fire Chief.
 - 3) \$2,501 to \$10,000 – Shall have the approval of the Fire Chief. All requests for approval shall have a minimum of three (3) competitive quotes recorded on the appropriate form before expenditure is made. If three quotes are not obtainable, the purchaser shall document the steps taken in an attempt to obtain three price quotes.
 - 4) \$10,001 to \$75,000 - Shall have the approval of the Board of Directors prior to commitment. All requests for approval shall have a minimum of three (3) competitive quotes recorded on the appropriate form before expenditure is made. If three quotes are not obtainable, the purchaser shall document the steps taken in an attempt to obtain three price quotes.

- 5) \$75,001 and above – Shall require formal sealed bids or request for proposals, or a cooperative procurement arrangement permitted by State adopted contracting rules, or by following an approved exception process outlined in the rules.
- D. All budgeted single item expenditures for consultants, architects, land surveying and related service contracts will be made within the following guidelines.
- 1) \$10,000 or less - The Fire Chief may enter into a contract without a selection process as permitted in the rules.
 - 2) \$10,001 to \$150,000 - The Board of Directors may use an informal selection procedure to award a contract as permitted by the rules
 - 3) Greater than \$150,000 - The Board of Directors must use a formal selection process to award a contract as provided for in the rules.
- E. All purchases may be approved by the Board of Directors by either advance or subsequent ratification.
- F. The budget may be amended each quarter to reflect changes in the budget categories.
- G. The Board will be provided financial reports on a regularly scheduled basis in which actual revenues and expenditures will be compared with the budget.

Legal References

ORS 294.456 (3) and (4)

ORS 279A.060-065

OAR 137-047-0000 – 137-047-0800

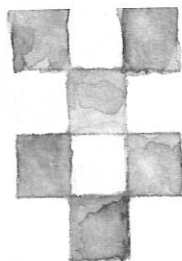
OAR 137-048-0000 – 137-048-0320

OAR 137-049-0000 – 137-049-0910

Approved: President, David Grant _____

Secretary, Dave Sorenson _____

Date: March 9, 2018



ORD#: 43863032-001

A SIMPLE, SINCERE THANK YOU FOR YOUR HELP
SUPPORT & KINDNESS. SO APPRECIATED.
LAMAR & MARLENE VANTASSEL

See's
CANDIES®