



SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

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REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, MAY 4, 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 I. O'Connor, D/C D. Coombs, and J. Salisbury

AUDIENCE: FF B. DuBois

CALL TO ORDER: President Grant called the board meeting to order at 7:44 p.m.

AUDIENCE PARTICIPATION – None

CONSENT: President Grant opened discussion on the consent agenda items. Motion made by Mr. Sorenson to approve the consent agenda as presented. Second by Mr. Graham. Mr. Sorenson asked about expenses for a logo. Chief Pricher explained that he was working on a logo for some of the department activities. It will be ready to share at the next meeting.

Motion to approve the consent agenda carried unanimously.

CHIEF'S REPORT: April Alarm Report - This is not yet available because the board meeting is too early. It will be put in the dropbox when complete.

Safety Meeting – Will take place next week.

D/C O'Connor Report – Mr. Kriek asked about the engine that rolled. Chief O'Connor explained that two companies had looked at it and have not yet submitted estimates. The cab was moved over, and the estimates will disclose whether just the mount was bent or the frame as well.

D/C Coombs Report – Mr. Sorenson asked about the appreciation letter to Emanuel Hospital. Chief Coombs explained that they assisted our injured staff in the rollover incident.

D/C Pricher Report – In response to Mr. Sorenson, Chief Pricher confirmed that the 166 hours of the last month spent on plan reviews, driveways, inspections, fire code questions and complaints, and meetings were all his and did not include other staff hours. Chief Pricher said he believes the quantity of work is reaching a plateau. He said 25% of reviews have been for marijuana grow operations with challenging issues that take extra time to resolve. Mr. Sorenson asked about Cascade Tissue. Chief Pricher said they hope to have a temporary certificate of occupancy for Phase One by June 1. Chief expects they will move quickly to Phase Two because the factory floor is full and they need more room.

Mr. Kriek asked about the Knox boxes. Chief Pricher explained that each District firefighting staff member has a unique PIN code, so the District can track who opened the box and how long it was open. Each address has its own serial number.

Chief O'Connor gave a verbal report. He attended the weeklong SAFER peer review panel as part of the technical review committee; attended a weeklong IMT conference in Hood River; has been teaching the pump operator academy course to 12 people; prepared the OSHA required accident investigation report for the Raymond Creek incident and is still responding to additional questions; and held a meeting of the Volunteer Program Committee. This Committee includes a board member, career staff member, and a volunteer from each agency. Chief O'Connor is now developing the ideas generated by that committee and will bring a report and recommendations to both agency boards.

Chief Coombs said that Cascade Tissue will have its own emergency response team who have limited firefighting ability (no protective equipment) and are licensed as Emergency Medical Responders. They want to have at least two EMRs on each shift, 24/7. Randy Carlton, one of our volunteers, is with Cascade Training and that firm can offer a reasonably priced training program for Cascade Tissue staff. About 80 staff will work at Cascade Tissue when the facility is fully operational in about 6 to 8 months. About 40 staff work there now.

Unlike Boise Cascade, Cascade Tissue is producing a finished product and has much less potential for fire. If they do have a fire, their modern fire suppression system will pump an average of 150 gallons per minute from each sprinkler head.

President Grant asked whether we might get volunteer firefighters from Cascade Tissue. Chief Coombs said that was discussed, and

Cascade Tissue staff were surprised to hear about the substantial time commitment required of volunteers. That said, the Districts may still get some.

OLD BUSINESS: Committee Reports & Other Items.

- A. Awards & Incentives Committee – The next meeting is the last week of June. Staff from the Oregon Fire District Directors Association (OFDDA) will make a presentation on the Length of Service Award Plan.
- B. Management Team Committee – They met before the meeting and had no report.
- C. Planning Committee – no meeting.
- D. Fire Code Ordinance 17-02 – This was the second reading of the new ordinance. Mr. Kriek moved to adopt Ordinance 17-02 and repeal Ordinance 93-01. Mr. Cairns seconded. There was no discussion.

The motion carried unanimously.

- E. Fire Code Resolution 2017-02 - This was the second reading of the resolution required to pass the new fire code ordinance. Mr. Sorenson moved to adopt Resolution 2017-02. Mr. Graham seconded. There was no discussion.

The motion passed unanimously.

NEW BUSINESS Participating Employer Agreement to the merger of the Oregon Fire Chiefs Association Health & Dental Group (OFCA) with Special Districts Insurance Services (SDIS). Mr. Sorenson moved to approve the agreement and Mr. Cairns seconded. Kim Nichol森 with Wilson-Heirgood Insurance has been working on this merger for over two years and explained it early this year in Association meeting minutes as follows:

“There was an apparent issue arising with the competition between OFCA and SDIS group rates. Younger populations would move to SDIS for better rates while leaving other OFCA groups with higher increases due to an imbalance of age. The loss of districts to the SDIS health plan would make the OFCA health plan very vulnerable to termination. This would leave several districts with very few options in the small group market and a sizable increase in premiums if they moved to SDIS directly.

The merger places OFCA under the SDIS umbrella while keeping our current program in place. This includes having MODA as the carrier, the same plan designs, and the same rating model. Participating members will see no changes. SDIS will become our insurer, meaning they take on the risk and pay claims. Moda will be the plan

administrator processing all the claims.”
The motion carried unanimously.

AUDIENCE: No comment

GOOD OF THE ORDER: The board expressed appreciation for the many thank you notes.

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

Signed this 8th day of June, 2017.



David Grant, President



David Graham, Secretary/Treasurer

AGENDA

Meeting of the Scappoose Rural Fire Protection District Board of Directors, Thursday, May 4, 2017, Scappoose Fire Station, Scappoose Oregon. The Budget Committee meeting begins at 7:00 pm, and the Board of Directors meeting will follow.

- I. CALL TO ORDER
- II. AUDIENCE PARTICIPATION
- III. CONSENT AGENDA
 - A. Minutes from April 13, 2017 meeting
 - B. Bills to be approved May 4, 2017
 - C. Budget vs. Actual a/o April 30, 2017
- IV. CHIEF'S REPORT
 - A. Alarm Report
 - B. Safety Meeting
 - C. Fire Chief Report
 - D. Division Chief Reports
 - E. Miscellaneous
- V. OLD BUSINESS
 - A. Awards & Incentives Committee
 - B. Management Team Committee
 - C. Planning Committee
 - D. Fire Code Ordinance & Resolution
- VI. NEW BUSINESS - OFCA Health & Dental Group/Special Districts Insurance Services Participating Employer Agreement
- VII. AUDIENCE PARTICIPATION
- VIII. GOOD OF THE ORDER
- IX. ADJOURNMENT

Chief Greisen's Agenda Review

5/4/2017

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

CHIEF’S REPORT

April Alarm Report – In Dropbox

Safety Meeting – In Dropbox

Fire Chief Report – In Dropbox

Division Chief Reports – In Dropbox

Miscellaneous –

OLD BUSINESS

Awards & Incentives Committee

Management Team Committee –

Planning Committee –

Fire Code Ordinance & Resolution – 2nd reading. Need motion to approve.
Ordinance is effective on the 30th calendar day after enactment.

NEW BUSINESS –

OFCA Health & Dental Group/Special Districts Insurance Services Participating Employer Agreement is in Dropbox. Needs motion to approve.

Good of the Order – thank yous in Dropbox

12:51 PM
05/03/17

Accrual Basis

Scappoose Rural Fire District

Check Register

As of May 4, 2017

Date	Num	Source Name	Memo	Amount
Checking U.S. Bank				
4/14/2017			NSF check for Burn to Learn	-500.00
4/17/2017			EMS Deposit	635.92
4/17/2017			EMS Deposit	445.40
4/17/2017		American General	Payroll deduction	-59.85
4/18/2017			NSF Ck ReDeposit	500.00
4/18/2017			Deposit	479.48
4/20/2017			EMS Deposit	275.00
4/21/2017			EMS Deposit	265.71
4/24/2017			EMS Deposit	2,500.02
4/24/2017			Deposit	18.25
4/24/2017			EMS Deposit	4,038.52
4/24/2017			Deposit	11,553.35
4/24/2017			Deposit	1,787.88
4/25/2017			EMS Deposit	541.17
4/26/2017			Funds Transfer	175,000.00
4/27/2017	30941	Ace Hardware	Simple Green cleaner	-47.96
4/27/2017	30942	Airgas - USA, LLC	medical oxygen	-231.94
4/27/2017	30943	AT&T Mobility	Mar wireless charge	-335.13
4/27/2017	30944	Booth, Shelly	reimb. uninsured medical exp	-208.33
4/27/2017	30945	Bound Tree Corp.	medical supplies	-2,472.45
4/27/2017	30946	CenturyLink	Scappoose Station landlines	-439.98
4/27/2017	30947	CES - OR	Paramedic tuition: Austin Zimbrick	-790.00
4/27/2017	30948	Cox, Christine	Mileage reimb Feb&Mar	-102.72
4/27/2017	30949	CRPUD	Boathouse(\$25.78) & main station(\$8...	-897.39
4/27/2017	30950	DocuMart Printing & Co...	30 ea. Budget & Workbook covers + b...	-115.29
4/27/2017	30951	Emergency Reporting, I...	InspectER App 5/17-6/17	-40.00
4/27/2017	30952	Emergent Respiratory	CPAP OS breathing circuit w/ mask	-498.60
4/27/2017	30953	Financial Forms & Supp...	3,000 EMS laser invoices	-304.15
4/27/2017	30954	Highland Home Repair	install 3 door handles & 3 door locks &...	-326.00
4/27/2017	30955	HRA VEBA Trust	Emplyr ID YA417.001 - Contrib Rept ...	-2,000.00
4/27/2017	30956	Kirk, Thomas	March mileage reimb	-133.75
4/27/2017	30957	Knox Company	4 Knox boxes & supplies	-2,638.00
4/27/2017	30958	Liebig, Paul	reimb uninsured medical	-208.33
4/27/2017	30959	Meres, Angie	March Fitness memb & mileage	-68.26
4/27/2017	30960	Nationwide Retirement ...	Emplyr & Emplie contrib	-2,086.00
4/27/2017	30961	Pizza Vendor	Burn to Learn food	-129.70
4/27/2017	30962	Principal Financial Group	Life Ins policy 4807350 - Heuer, Brian	-109.99
4/27/2017	30963	Salisbury, Janine	reimb uninsured medical	-208.33
4/27/2017	30964	SBG-VAA	PR deduct SBG Plan 612041 - C Eng...	-60.00
4/27/2017	30965	Scappoose Outfitters	4 name plates & sew 3 patches	-29.00
4/27/2017	30966	Scappoose Storage	May storage unit rent	-97.00
4/27/2017	30967	Sea Western Fire Appa...	emergency operating supplies	-1,080.14
4/27/2017	30968	Sunset Auto Parts	4 ea hatchback & window lift supports	-199.92
4/27/2017	30969	Transamerica Life Ins. ...	Employee Life #42462357 - Ahlers	-93.81
4/27/2017	30970	Voya-State of Oregon ...	457 plan - Oregon Savings Growth Plan	-11,431.48
4/27/2017	30971	Wilcox & Flegel	30 gal. gasoline	-92.64
4/27/2017	30972	CES - OR	EMT tuition: Bernier, Kyle	-300.00

12:51 PM
05/03/17

Accrual Basis

Scappoose Rural Fire District
Check Register
As of May 4, 2017

Date	Num	Source Name	Memo	Amount
4/27/2017			EMS Deposit	442.54
4/28/2017		Paychex - tax	Employee & Emplry payroll taxes	-48,843.22
4/28/2017		Paychex Payroll	April net pay	-82,040.44
4/28/2017		Oregon Dept. of Justice	PR deduction	-712.00
4/28/2017		Paychex Invoice	April reg PR svcs	-144.60
4/28/2017			EMS Deposit	50.00
4/28/2017			EMS Deposit	458.79
4/28/2017			EMS Deposit	236.28
4/30/2017			Service Charge	-95.41
4/30/2017			Interest	2.13
5/1/2017			EMS Deposit	1,948.29
5/2/2017			Deposit	18.25
5/2/2017			EMS Deposit	112.97
5/2/2017			EMS Deposit	17,357.65
5/2/2017			EMS Deposit	8,567.16
5/4/2017	30973	Ace Hardware	repair supplies	-15.65
5/4/2017	30974	Aquent LLC	logo design	-487.50
5/4/2017	30975	Booth, Shelly	May Petty Cash	-112.05
5/4/2017	30976	Bound Tree Corp.	medical supplies	-931.74
5/4/2017	30977	City of Portland	AR-9055 800 MHz access	-108.03
5/4/2017	30978	City of Scappoose	water/sewer	-277.40
5/4/2017	30979	Columbia River Fire & ...	50% share of volunteer coordinator	-3,920.00
5/4/2017	30980	Comcast	tv for Scappoose	-61.68
5/4/2017	30981	Complete Wireless Sol...	misc communication items	-252.70
5/4/2017	30982	Corporate Security Serv...	Wortham background check	-61.50
5/4/2017	30983	Country Media Inc.	CH17-0641 Budget mtg notice	-65.16
5/4/2017	30984	DMV Services	title, registration & plates for '08 F150	-111.50
5/4/2017	30985	DuBois, Brian	reimb uninsured medical expense	-399.35
5/4/2017	30986	EMS Technology Soluti...	operative IQ, asset & fleet mgmt licens...	-270.00
5/4/2017	30987	Fast Lube and Oil	Oil change '08 GMC Savana	-88.30
5/4/2017	30988	Jones & Bartlett Learni...	Firefighting training books	-605.70
5/4/2017	30989	Maller, Dave	contract, network updates, VPN on iO...	-1,065.00
5/4/2017	30990	Maruska, Ron	reimb District Costco purchase	-187.59
5/4/2017	30991	Moda Health	Group Policy #10008599	-15,880.47
5/4/2017	30992	Office Depot, Inc.	2 cases Boise X9 MultiUse Paper	-53.98
5/4/2017	30993	P.G.E.	Utilities for Holbrook Station	-118.55
5/4/2017	30994	Pamplin Media - Spotlight	Budget Committee mtg notice	-39.45
5/4/2017	30995	Paramount Pest Contro...	pest extermination @ Chapman station	-65.00
5/4/2017	30996	PEAK Internet	Chapman&Scappoose internet	-76.88
5/4/2017	30997	Principal Financial Group	Life Ins policy 4807353 - Nielson, S	-205.21
5/4/2017	30998	Ritchie, Christopher	physician advisor services	-691.67
5/4/2017	30999	S.H.C.F.C.U.	Career staff food fund	-545.00
5/4/2017	31000	Sea Western Fire Appa...	PO 1156-stationwear boot - Kriek	-279.50
5/4/2017	31001	SHCFCU VISA ACCT#...	pay VISA charges	-5,898.68
5/4/2017	31002	Sunset Auto Parts	3 LED Signal Stats, grommets, plugs ...	-148.97
5/4/2017	31003	TriZetto Provider Soluti...	Fees for EMS billing software	-102.34
5/4/2017	31004	Tualatin Valley Fire Fig...	May 2017 Union Dues	-1,349.57
5/4/2017	31005	W.O.E.C.	Acct 13045001 Chapman avg electric	-432.00

Scappoose Rural Fire District
Check Register
As of May 4, 2017

Date	Num	Source Name	Memo	Amount
Total Checking U.S. Bank				32,154.83
TOTAL				32,154.83

Scappoose Rural Fire District
Itemized Account Activity
 April 14 through May 4, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
1..GENERAL FUND EXPENDITURES			
1...			
1.1 GENERAL FUND PERSONNEL SVCS			
550 Insurance			
4/27/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	1,800.00
4/27/2017	Salisbury, Janine	reimb uninsured medical	208.33
4/27/2017	Booth, Shelly	reimb uninsured medical exp	208.33
4/27/2017	Liebig, Paul	reimb uninsured medical	208.33
4/27/2017	Nationwide Retirement So...	Emplyr contributions	425.00
4/28/2017	Paychex - tax	ER Work Benefit	48.61
4/28/2017	Paychex Payroll	flex spend health ins	10,706.25
5/4/2017	DuBois, Brian	reimb uninsured medical ex...	399.35
5/4/2017	Moda Health	General Fund health ins prem	14,651.00
Total 550 Insurance			28,655.20
560 Personnel Salaries			
4/17/2017	American General	Insurance Premium	59.85
4/27/2017	Transamerica Life Ins. Co.	Employee Life #42462357 - A...	93.81
4/27/2017	SBG-VAA	Security Benefit plan 61204...	60.00
4/27/2017	Voya-State of Oregon Plan	Oregon Savings and Growth...	11,431.48
4/27/2017	Principal Financial Group	Life Ins policy 4807350 - He...	109.99
4/27/2017	Nationwide Retirement So...	Employee contributions	1,661.00
4/28/2017	Paychex - tax	Employee Taxes Withheld	34,723.61
4/28/2017	Paychex Payroll	FLSA	1,508.08
4/28/2017	Paychex Payroll	telephone	300.00
4/28/2017	Paychex Payroll	longevity	509.00
4/28/2017	Paychex Payroll	FF incentives	1,190.00
4/28/2017	Paychex Payroll	Deferred comp	2,214.00
4/28/2017	Paychex Payroll	all staff OT	12,083.84
4/28/2017	Paychex Payroll	Balance GF net pay	45,327.20
4/28/2017	Paychex Payroll	Shiftdf	148.01
5/4/2017	S.H.C.F.C.U.	9 shift PR deductions	315.00
5/4/2017	S.H.C.F.C.U.	Marks & Pricher \$30 PR ded...	60.00
5/4/2017	Principal Financial Group	Life Ins policy 4807353 - Nie...	205.21
5/4/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	1,120.60
Total 560 Personnel Salaries			113,120.68
570 SocSec/Medicare(FICA)			
4/28/2017	Paychex - tax	Emplyr FICA (incl grant staf...	10,131.97
Total 570 SocSec/Medicare(FICA)			10,131.97
580 Volunteer Services			
4/27/2017	Cox, Christine	Mileage reimb Feb&Mar	102.72

Scappoose Rural Fire District
Itemized Account Activity
 April 14 through May 4, 2017

<u>Date</u>	<u>Source Name</u>	<u>Memo</u>	<u>Paid Amount</u>
4/27/2017	Kirk, Thomas	March mileage reimb	133.75
4/27/2017	Meres, Angie	71.6 miles @ IRS \$0.535	38.31
5/4/2017	Maruska, Ron	reimb District Costco purcha...	187.59
Total 580 Volunteer Services			462.37
590 Personnel Benefits			
4/27/2017	Meres, Angie	March Fitness membership	29.95
Total 590 Personnel Benefits			29.95
Total 1.1 GENERAL FUND PERSONNEL SVCS			152,400.17
1.2 GENERAL FUND MATERIAL & SVC			
670 Contract Services			
4/27/2017	Scappoose Storage	May storage unit rent	97.00
5/4/2017	Ritchie, Christopher	physician advisor services	691.67
5/4/2017	Columbia River Fire & Re...	50% share of volunteer coor...	3,920.00
Total 670 Contract Services			4,708.67
680 Communications Maintenance			
5/4/2017	Complete Wireless Soluti...	Potentiometer P1225	13.70
5/4/2017	Complete Wireless Soluti...	2 NMOWBQC VHF broadba...	78.00
5/4/2017	Complete Wireless Soluti...	2 Radial/Larsen NMOQW 4...	36.00
5/4/2017	Complete Wireless Soluti...	Service on HT1250 #749TD...	125.00
Total 680 Communications Maintenance			252.70
740 Uniforms			
4/27/2017	Scappoose Outfitters	4 name plates & sew 3 patc...	29.00
5/4/2017	Sea Western Fire Apparatt...	PO 1156-Haix stationwear b...	279.50
Total 740 Uniforms			308.50
750 Maintenance on Equipment			
4/27/2017	Sunset Auto Parts	4 ea hatchback & window lift...	199.92
4/27/2017	Sea Western Fire Apparatt...	SCBA shoulder straps & dus...	307.15
4/27/2017	Wilcox & Flegel	30 gal gasoline	92.64
4/27/2017	Sea Western Fire Apparatt...	MSA upgrade for threaded F...	772.99
5/4/2017	Sunset Auto Parts	3 LED Signal Stats, gromme...	148.97
5/4/2017	Fast Lube and Oil	Oil change '08 GMC Savana	88.30
Total 750 Maintenance on Equipment			1,609.97
760 Administration			
4/27/2017	DocuMart Printing & Copy...	30 ea. Budget & Workbook ...	115.29
4/27/2017	Financial Forms & Suppli...	3,000 EMS laser invoices	304.15
4/28/2017	Paychex Invoice	Regular PR svcs + year-end	144.60

05/03/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

April 14 through May 4, 2017

Date	Source Name	Memo	Paid Amount
4/30/2017		Service Charge	95.41
5/4/2017	Country Media Inc.	CH17-0641 Budget mtg notice	65.16
5/4/2017	Corporate Security Servic...	Wortham background check	61.50
5/4/2017	Office Depot, Inc.	2 cases Boise X9 MultiUse ...	53.98
5/4/2017	Aquent LLC	logo design & artwork assist...	300.00
5/4/2017	Aquent LLC	logo design & artwork assist...	137.50
5/4/2017	Aquent LLC	logo design & artwork assist...	50.00
5/4/2017	Pamplin Media - Spotlight	Budget Committee mtg notice	39.45
5/4/2017	Booth, Shelly	May petty cash	112.05
Total 760 Administration			1,479.09
765 Information Technology			
4/27/2017	Emergency Reporting, Inc.	InspectER App 5/17-6/17	40.00
4/27/2017	AT&T Mobility	Mar wireless charge	335.13
5/4/2017	EMS Technology Solution...	operative IQ, asset & fleet m...	270.00
5/4/2017	City of Portland	800 MHz access	108.03
5/4/2017	PEAK Internet	Chapman&Scappoose inter...	76.88
5/4/2017	Maller, Dave	monthly contract payment	675.00
5/4/2017	Maller, Dave	2 network updates @ Chap...	130.00
5/4/2017	Maller, Dave	3 VPN on iOS	195.00
5/4/2017	Maller, Dave	emergency printer setup	65.00
5/4/2017	TriZetto Provider Solution...	EMS billing software	102.34
Total 765 Information Technology			1,997.38
775 Emerg. Operating Supplies			
4/27/2017	Knox Company	4 Knox boxes & supplies	2,638.00
Total 775 Emerg. Operating Supplies			2,638.00
780 Building & Grounds Maint.			
4/27/2017	Ace Hardware	Simple Green cleaner	47.96
4/27/2017	Highland Home Repair	install 3 door handles & 3 do...	326.00
5/4/2017	Paramount Pest Control I...	pest extermination @ Chap...	65.00
5/4/2017	Ace Hardware	rubber bumper & vinyl pad	8.18
5/4/2017	Ace Hardware	repairs to water fountains	7.47
Total 780 Building & Grounds Maint.			454.61
790 Training			
4/14/2017	Best Western	OSFM class - Nielson	273.00
4/27/2017	Pizza Vendor	Burn to Learn food	129.70
4/27/2017	CES - OR	Paramedic tuition: Austin Zi...	790.00
4/27/2017	CES - OR	EMT tuition: Bernier, Kyle	300.00
5/4/2017	Jones & Bartlett Learning,...	2 NVPF: Fire Apparatus Driv...	188.92
5/4/2017	Jones & Bartlett Learning,...	2 NVPM Fund FireFight Enh...	389.92
5/4/2017	Jones & Bartlett Learning,...	shipping	26.86

05/03/17

Cash Basis

Scappoose Rural Fire District

Itemized Account Activity

April 14 through May 4, 2017

Date	Source Name	Memo	Paid Amount
5/4/2017	S.H.C.F.C.U.	2 interns @ \$30 each	60.00
Total 790 Training			2,158.40
810 Utilities			
4/27/2017	CenturyLink	Scappoose Station landlines	439.98
4/27/2017	CRPUD	boathouse	25.78
4/27/2017	CRPUD	main station	871.61
5/4/2017	Comcast	tv for Scappoose	61.68
5/4/2017	City of Scappoose	water/sewer	277.40
5/4/2017	W.O.E.C.	Avg monthly electric for Cha...	432.00
5/4/2017	P.G.E.	Electrical for Holbrook Station	118.55
Total 810 Utilities			2,227.00
870 EMS Operations			
4/27/2017	Airgas - USA, LLC	medical oxygen	231.94
4/27/2017	Bound Tree Corp.	tetracaine	15.29
4/27/2017	Bound Tree Corp.	medical supplies	2,457.16
4/27/2017	Emergent Respiratory	CPAP OS breathing circuit ...	498.60
5/4/2017	Bound Tree Corp.	medical supplies	930.34
5/4/2017	Bound Tree Corp.	medical supplies	1.40
Total 870 EMS Operations			4,134.73
Total 1.2 GENERAL FUND MATERIAL & SVC			21,969.05
Total 1...			174,369.22
Total 1..GENERAL FUND EXPENDITURES			174,369.22
2. GRANT FUND EXPENSE			
2.1 Personnel Salaries			
4/28/2017	Paychex - tax	Grant Employee Taxes Withh...	3,082.97
4/28/2017	Paychex Payroll	Balance Grant net pay(no OT)	6,036.26
4/28/2017	Paychex Payroll	Grant deferred comp	161.00
4/28/2017	Oregon Dept. of Justice	PR deduction	712.00
5/4/2017	S.H.C.F.C.U.	2 PR deduction	110.00
5/4/2017	Tualatin Valley Fire Fight...	2017 union dues from PR de...	228.97
Total 2.1 Personnel Salaries			10,331.20
2.2 Personnel Benefits			
4/27/2017	HRA VEBA Trust	HRA VEBA Trust for health ...	200.00
4/28/2017	Paychex - tax	Grant ER Work Benefit	5.50
4/28/2017	Paychex - tax	Grant Emplry FICA (excl gra...	850.56
4/28/2017	Paychex Payroll	grant flex spend pay	1,856.80
5/4/2017	Moda Health	Grant health ins prem	1,229.47

12:47 PM
05/03/17
Cash Basis

Scappoose Rural Fire District
Itemized Account Activity
April 14 through May 4, 2017

Date	Source Name	Memo	Paid Amount
Total 2.2 Personnel Benefits			4,142.33
Total 2. GRANT FUND EXPENSE			14,473.53
3. PROPERTY FUND CAPITAL OUTLAY			
Fire Apparatus & Equipment			
5/4/2017	DMV Services	title - '08 F150	77.00
5/4/2017	DMV Services	VIN inspection - '08 F150	7.00
5/4/2017	DMV Services	plates - '08 F150	24.00
5/4/2017	DMV Services	'08 F150	3.50
Total Fire Apparatus & Equipment			111.50
Total 3. PROPERTY FUND CAPITAL OUTLAY			111.50
TOTAL			188,954.25

05/03/17
Cash Basis

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

	Jul '16 - ...	Budget	\$ Over ...	% of...
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	1,407,493	1,296,940	110,553	109%
EMS Receipts	504,894	600,000	-95,106	84%
FireMed	35,270	30,850	4,420	114%
Gas Royalties	0	6,500	-6,500	0%
Grant Awards	11,250	16,250	-5,000	69%
Interest Earned on Investments	11,739	6,500	5,239	181%
Miscellaneous Revenue				
CRF&R IGA	70,001			
Miscellaneous Revenue - Other	18,554	165,000	-146,446	11%
Total Miscellaneous Revenue	88,556	165,000	-76,444	54%
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	4,316,854	4,432,140	-115,286	97%
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	-31,135			
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			
Interest Earned on Investments	2,862	1,000	1,862	286%
Transfers In	118,080	118,080	0	100%
Total 3. PROPERTY FUND REVENUES	448,280	438,903	9,377	102%
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	203,367	210,000	-6,633	97%
Interest Earned on Investments	1,717	800	917	215%
Total 4. PERSONNEL SVCS FUND REVEN	205,084	210,800	-5,716	97%
Total Income	5,045,403	5,298,623	-253,220	95%
Expense				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	321,780	424,583	-102,803	76%
560 Personnel Salaries	1,208,369	1,687,819	-479,450	72%
570 SocSec/Medicare(FICA)	98,488	129,118	-30,630	76%
580 Volunteer Services	22,426	38,000	-15,574	59%
590 Personnel Benefits	235,741	395,040	-159,299	60%
Total 1.1 GENERAL FUND PERSONNE...	1,886,805	2,674,560	-787,755	71%
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	38,910	55,000	-16,090	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	9,822	20,000	-10,178	49%
750 Maintenance on Equipment	83,492	110,000	-26,508	76%
760 Administration	36,581	52,000	-15,419	70%
765 Information Technology	35,995	42,200	-6,205	85%
770 Operating Materials/Suppli	2,466	5,000	-2,534	49%

05/03/17
Cash Basis

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

	Jul '16 - ...	Budget	\$ Over ...	% of...
775 Emerg. Operating Supplies	49,175	65,000	-15,825	76%
780 Building & Grounds Maint.	20,861	90,000	-69,139	23%
790 Training	57,071	90,000	-32,929	63%
810 Utilities	25,802	37,800	-11,998	68%
870 EMS Operations	49,828	70,000	-20,172	71%
880 FireMed	15,318	18,500	-3,182	83%
Total 1.2 GENERAL FUND MATERIAL ...	474,428	729,000	-254,572	65%
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...	2,400,393	3,464,060	-1,063,667	69%
1.4 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund	118,080	118,080	0	100%
Total 1.4 GENERAL FUND TRANSFER OUT	118,080	118,080	0	100%
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	2,518,473	4,432,140	-1,913,667	57%
2. GRANT FUND EXPENSE				
2.1 Personnel Salaries	125,765	130,784	-5,019	96%
2.2 Personnel Benefits	63,116	85,996	-22,880	73%
Total 2. GRANT FUND EXPENSE	188,881	216,780	-27,899	87%
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	19,094	228,903	-209,810	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	19,094	438,903	-419,810	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	2,726,447	5,298,623	-2,572,176	51%
Net Income	2,318,956	0	2,318,956	100%

Fire Chief Report April 2047

The month of April was short due to being away on vacation. We worked on budgets for the districts, multiple meeting and research for the City of St Helens Urban Renewal project. We are working hard to have regular staff meetings and are not cancelling them if some individuals are unable to attend. We are having good dialog at these meetings so that we are able to adjust our procedures between both districts.

With the CRFR fire engine crash we are reviewing fire district procedures. Under Chief O'Connor's direction, the CRFR safety committee did a good job with their accident investigation review which will help both districts in the future. We will learn and make changes so hopefully this type of incident does not happen again.

Meetings & Drills

04/3 C43-4703 mtg.	04/4 LEPC workshop .
04/4 IGA Oversight mtg.	04/4 CRFR budget workshop
04/5 Col. Co. Transportation safety mtg.	04/5 Child daycare mtg. Rainier
04/5 City of St Helens building height restriction	
04/7 SRFD driveway inspection	
04/7 CRFR awards banquet	04/9 CRFR mtg.
04/10 C43-4302 mtg.	04/11 Staff mtg.
04/11 CRFR board mtg.	04/12 SRFD safety mtg.
04/13 SRFD board mtg.	04/14 Cascade Tissue Fire pump test
04/14 Peterson School elevator test	04/14 St Helens Urban Renewal mtg.
04/17 CRFR Personnel mtg.	04/17 Pre-application mtg. Col. Co.
04/18 Staff mtg.	04/18 St Helens Urban Renewal mtg.
04/18 EMS practical testing	04/19 Alpine & ERS software webinar
04/19 Fire Defense Board mtg.	04/19 Col. Co. Firefighters Assoc. mtg.
04/20-05/01 vacation	



Fire Marshal Report

Columbia River Fire & Rescue / Scappoose Fire District



MAY Board Meeting

Monthly Activity

Fire Code Questions and Complaints	Inspection Requests	Pre Application Meetings	Administrative Reviews	Re-Inspections
14	3	6	30	2
Plan Reviews	System Testing	Driveway Scappoose	Driveway St. Helens	Driveway Rainier
4	7	4	3	7
Fire Investigations	Public Hearings	Knox Box Installs	Permits	Weekly County Meetings
3	0	5	2	1.5
Total Hours: 165.625				

General Info:

Was Duty officer from 4/1-4/7. Taught at the Recruit Academy 4/8-9 all day. Attended the Fire Investigation Team (FIT) meeting in Vernonia and participated in the Metro Safety Officers Meeting. Attended the board meeting on 4/13. Attended the NIFRS Training at the State Fire Marshals Office 4/17-18. Completed Paramedic Skills certification requirements at the Warren Church. Attended the UAV stakeholders meeting at the EOC. Met with CCOM to talk about Alarm testing procedures. Brought a gift to Land Development on behalf of the fire districts for the employee that lost a family member. Finished and submitted the Fire code and Fire Prevention Ordinance and resolution (This included the Fire Code Guide and subsequent Floating Structure guideline). Waiting for adoption of that document and the Oregon Fire code at a future meeting. Projects in the cue include new driveway forms, UAV program guide, Training for Special Operations.

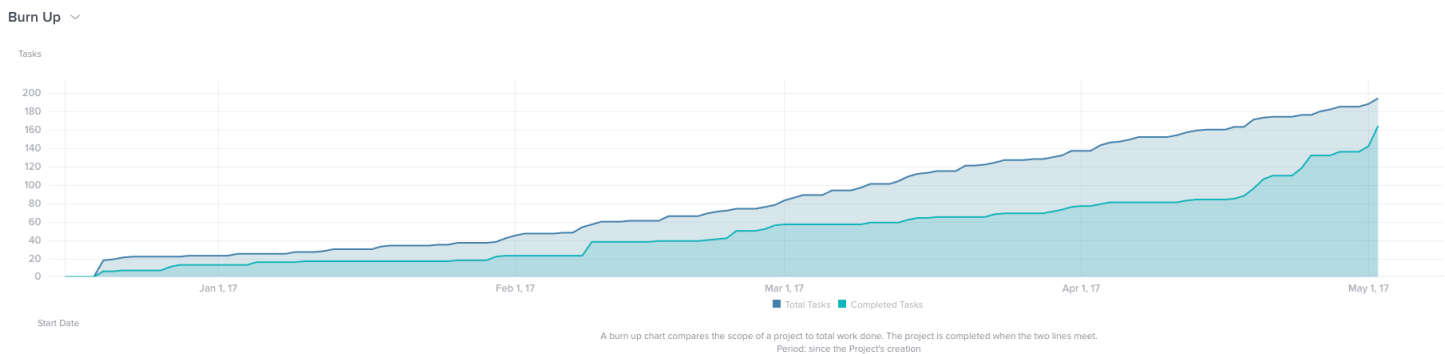
Respectfully Submitted by Jeff Pricher

One of the things that the Fire Marshals office wanted to do this month was to quantify the amount of time has been spent on projects. Every request (Driveway, question or complaint) is viewed as a project. It is easier from a tracking perspective to be able to use this nomenclature. On December 19 we switched from using a simple spreadsheet to Task World to organize and track projects. The details and information that is needed for this division was more than a simple spread sheet could handle. Between July 1st and December 19th 2016 we had 92 projects. Between December 19 and May 1st 2017 we have had 196.

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).



The graph below depicts the time frame between December 19th 2016 and May 3rd 2017. The top line is projects submitted and the middle line represents project completion.



Last but not least, one important fact to consider is how much time is being distributed to Shelly at the main office in Scappoose. Shelly works with the Fire Marshal's office to schedule appointments, intake and process all of the administrative reviews, driveway requests, Knox Box purchase requests and questions, and other work associated with projects that are ongoing. We have determined that on average, Shelly spends between 2-4 hours per day on Fire marshal Activities.

Fire Marshal Hours not including staff meetings walk ins to the office and response to calls.

165.625

Admin Staff Time:

80

EMS Chief

April

4/5 Assisted with E471Z incident on Raymond Creek Rd
4/6 Patient refusal presentation for B shift
4/7 Patient refusal presentation for C shift
4/7 Staff Meeting
4/10 Joint EMS Committee meeting
4/10 Columbia County Community Advisory Council meeting
4/10 Competency skills training with Dr. Ritchie
4/11 Board meeting
4/12 Delivered appreciation letter to Emanuel hospital
4/13 Protocol Develop Committee meeting
4/13 Mobile Integrated Healthcare meeting
4/14 Opioid Summit
4/14-16 Duty Officer
4/17 Plan and coordinate EMS skills competencies
4/18 Delivered appreciation letter to St. Helens Police
4/19 Report management software demos
4/19 Cascade Tissue emergency response team meeting
4/19 Volunteer association meeting
4/20 Care Oregon meeting
4/21 Operations meeting
4/24 Riskshare meeting
4/24-27 Duty Officer
4/26 EMS competency skills, A shift
4/26 Volunteer Drill
4/27 CERT training
4/27 Managing conflict webinar
4/28 Coordinated Care Organization meeting

Ordinance No. 17-02

AN ORDINANCE ADOPTING THE OREGON FIRE CODE AS THE FIRE CODE FOR SCAPPOOSE RURAL FIRE PROTECTION DISTRICT AND REPEALING ORDINANCE NO. 93-01

Whereas, the International Code Council has promulgated the International Fire Code; and

Whereas, based on the International Fire Code, the State of Oregon has adopted the Oregon Fire Code, with Amendments; and

Whereas, the Fire District finds there exists a need for prescribing regulations governing conditions hazardous to life and property from fire and explosion;

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE FIRE DISTRICT KNOWN AS SCAPPOOSE RURAL FIRE PROTECTION DISTRICT (HEREINAFTER KNOWN AS "DISTRICT"), PURSUANT TO AUTHORIZATION PROVIDED IN ORS 478.910 AND IN CONFORMANCE WITH THE PROVISIONS OF ORS 198.530 - 198.600 DO HEREBY ORDAIN AS FOLLOWS:

Section 1. Adoption of Fire Code, Fire and Life Safety Standards.

For the purpose of prescribing minimum regulations governing conditions hazardous to life and property from fire, panic, or explosion, the District hereby adopts the following:

- (1) The current Oregon Fire Code, published by the International Code Council and the whole thereof, including the Amendments and the appendices (except as noted in section 8), as set forth in Exhibit "A" and incorporated herein by this reference, save and except such portions as are hereinafter deleted, added, modified or amended by this Ordinance.
- (2) The Columbia County Fire Defense Board Rules for Open Burning, as set forth in Exhibit "B" and incorporated herein by this reference.
- (3) The Oregon State Fire Marshal Administrative Rules as set forth in Exhibit "C" and incorporated herein by this reference.
- (4) The Scappoose Rural Fire Protection District Floating Structures Ordinance, as set forth in Exhibit "D" and incorporated herein by this reference.
- (5) The Columbia County Fire Service Fire Flow Requirements for Buildings in Rural Areas, as set forth in Exhibit "E" and incorporated herein by this reference.
- (6) The Columbia County Fire Service Fire Apparatus Access Roads and Driveways Standard, as set forth in Exhibit "F" and incorporated herein by this reference.

- (7) Oregon State Fire Marshal Current Code Interpretations, as published.
- (8) Scappoose Fire District Fire Code Application Guidelines as adopted by resolution.

Section 2. Filing.

- (1) This Ordinance, including the codes hereby adopted, shall be filed and maintained for the record in the Administrative Offices of the Fire District.
- (2) This Ordinance shall be known as the Fire Prevention and Fire and Life Safety Code of the District (hereafter known as the "Fire Code").
- (3) This Ordinance shall be filed in the record of the District and in the office of Multnomah and Columbia County Clerks and Oregon State Fire Marshal's office as prescribed by ORS 478.940. A copy shall be posted at each fire station with the District. From the date on which this ordinance shall take effect, provisions thereof shall be controlling within the territorial limits of the District and within each city and county within the District approving pursuant to ORS 478.924.

Section 3. Definitions.

- (1) "Administrator" shall mean the Fire Chief of the Fire District or his or her authorized representative.
- (2) "Bureau of Fire Prevention" shall mean the Fire Prevention Division of Scappoose Fire District.
- (3) "District" shall be defined per ORS 478.001(d).
- (4) "Jurisdiction" shall mean Scappoose Fire District.
- (5) Whenever the word "code" is used in this chapter, it shall be held to mean the current State adopted Oregon Edition of the International Fire Code, including the Amendments and all appendices subject to the deletions, additions and regulations set forth in this ordinance.
- (6) "Occupancy Classifications" shall be defined in the State of Oregon Structural Specialty Code (State Building Code).
- (7) "Plumbing Code" shall mean the current edition of the State of Oregon Plumbing Specialty Code (State Plumbing Code).
- (8) "International Building Code" or "building code" shall mean the current edition of the State of Oregon Structural Specialty Code as adopted by the State Building Codes Division.
- (9) "Mechanical Code" shall mean the current edition of the State of Oregon Mechanical Specialty Code (State Mechanical Code).

Section 4. Establishment and Duties of Fire Prevention Division.

- (1) The Fire Prevention Division of Scappoose Rural Fire Protection District is hereby established. This Division shall operate under the supervision of the Fire Chief of the District and shall be charged with enforcement of the code.
- (2) The Fire Chief of the District may appoint a Fire Marshal to be in charge of the Fire Prevention Division. The Fire Chief or his designee may also assign additional members of the District as fire and life safety inspectors as may be necessary.

Section 5. Bulk Storage of Flammable or Combustible Liquids in Above Ground Tanks.

The storage of flammable or combustible liquids in aboveground tanks located outside of buildings referred to in Section 3404.2.9.5 of the Fire Code is prohibited within the limits established by law as the limits of districts or municipalities in which such storage is prohibited. Specific exceptions are made for those areas identified as industrial or commercial whenever a permit has been properly issued that fully complies with code provisions of Articles 22 and 34 of the Fire Code.

Section 6. Bulk Storage of Liquefied Petroleum Gases.

Within the limits established by law restricting the storage of LP gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a 2,000 gallon water capacity.

Section 7. Storage of Explosives and Blasting Agents.

Storage of explosive materials as defined in Chapter 33 of the Fire Code is prohibited in the entire Fire District except for those areas specifically approved by the Fire Chief. This prohibition shall not apply to wholesale and retail stocks of small arms ammunition, explosive bolts, explosive rivets, or cartridges for explosive-actuated power tools in quantities involving less than 500 pounds of explosive materials unless otherwise regulated by other provisions of this code.

Section 8. Deletions to the Oregon Fire Code.

The following appendices of the International Fire Code / Oregon Fire Code are excluded from the provisions of this code adoption.

Appendix (A) Board of Appeals

Section 9. Amendments to the Oregon Fire Code.

- (1) Section 101 is amended to add: Whenever a reference is made to any portion of this code or any other applicable law or ordinance, the reference applies to all amendments and additions now or hereafter adopted by the State Fire Marshal and the Fire District.
- (2) Section 105 is amended to add Permits. A permit shall be obtained from the District for the following:

- a. Flammable/Combustible Liquids: To install tanks for flammable or combustible liquids above ground in excess of 500 gallons (individual or aggregate quantities).
- b. Agricultural burning: To conduct open burning as defined in OAR 340-264-0030.
- c. Open Burning: To conduct open or barrel burning of dry yard trimmings, paper, and cardboard.
- d. Public Assemblies: To conduct a fair, exhibition, food cart, or other special assembly event in any building, tent, or other structure involving large numbers of people.

(3) Section 111 is amended to add:

- a. Stopping Uses, Evacuation. The Chief is authorized to order an operation or use stopped or the evacuation of any premises, building or vehicle or portion thereof which has or is a fire hazard.
- b. The Chief may also declare a premises, building, or vehicle or portion thereof dangerous due to the presence of hazardous materials when they create a condition hazardous to life, health or property.

(4) Hood Systems:

- a. Any hood system that has a fire suppression system installed shall have the interlock installed in a way in which all systems are shut down except the hood exhaust system.
- b. In addition, if the hood suppression system is activated, the kitchen lights shall be installed in a way in which the lights will remain on or triggered in the on position.

Section 10. Appeals.

- (1) When any person seeks relief from a decision of a fire official enforcing provisions of this Code, including permits, waivers, alternative materials or methods, approval of variances or matters of interpretation, he/she may request reconsideration of the decision by first appealing to the Fire Marshal in writing within 10 days of the receipt of the decision. The Fire Marshal may affirm, modify, revoke or vacate the order under consideration.
- (2) After reconsideration by the Fire Marshal, any person seeking relief from the decision of the Fire Marshal regarding the order may appeal to a Board of Appeals as established by Section 108. Such appeal shall be filed in writing with the Fire Marshal within 30 days of the Fire Marshal's decision. The Appeals Board may, by majority vote, affirm, modify, or revoke the action of the Fire Marshal. Such Board of Appeals may be implemented through bylaws and other procedures adopted by ordinance of the District. In the event that the Fire District Board adopts a Board of Appeals, the provisions of this ordinance, where appropriate, are subject to the Board of Appeals procedures. If the District does

not have an Appeals Board, the person seeking relief shall follow the procedures outlined in ORS 479.180.

Section 11. Self-Inspection Program.

- (1) Purpose and Scope. The purpose of this section is to set forth the requirements of a self-inspection program by certain business owners and operators within the District for certain Fire Code violations. The provisions of this section shall apply to businesses designated by the District. The designation shall apply to low fire risk occupancies, which are defined for purposes of this section as office, business and commercial occupancies that do not use hazardous processes, and are not in a hazardous location.
- (2) Procedure and Requirements. Each year the District Fire Prevention Division will compile a list of businesses designated to participate in this self-inspection program.
 - a. Each business designated to participate in the District's self-inspection program shall be mailed a notice stating that the owner or operator of the business shall comply with each of the requirements of this self-inspection program within 30 (thirty) days of the date of mailing of the notice.
 - b. Each business designated to participate in the District's self-inspection program shall be mailed a written summary and description of the specific items and subjects that must be inspected by the business owner or operator and reported to the District. The written summary and description provided by the District shall identify the basic fire safety matters and items to be inspected.
- (3) The District will supply a checklist containing various items and subjects pertaining to general areas of concern regarding Fire and Life Safety. Checklist items must be inspected under this self-inspection program by each owner or operator of a designated low fire risk occupancy.
- (4) The owner or operator of each business selected to participate in this fire self-inspection program shall inspect each matter identified by the District, and shall correct any deficiencies that are identified during the self-inspection, within 30 (thirty) days of the date of mailing of the notice.
- (5) The owner or operator of each business selected to participate in this fire self-inspection program must fully and accurately report to the District the results of each self-inspection, utilizing the reply card provided by the Fire Prevention Division. The information required to be provided on the reply card must be reported to the District within 30 (thirty) days of the date of mailing of the notice, and must be signed by the person who conducted the self-inspection.
- (6) Any business, including the owner and/or operator of said business, that fails to return a properly completed self-inspection reply card within the time specified could be charged an administrative fee as established by Board resolution.

Section 12. Enforcement of the Code.

Notwithstanding provisions in the Oregon Fire Code authorizing or requiring inspections of buildings and premises or testing of fire protection systems and equipment, e.g. Sections 106 or provisions providing for enforcement of the Code, such inspections, testing and enforcement of the Code shall be discretionary, by the Chief and other individuals charged by the Chief with such activities. The District places a high priority on prevention, inspection, and maintenance of fire systems. The District also recognizes that it has limited financial resources with which to provide fire, rescue, and other services and functions. Consequently, the District is forced to make public policy decisions as to allocation of District resources.

Therefore, it is the Board's policy to require inspections only so often as necessary to provide a reasonable level of fire and life safety. Accordingly, although the Fire Chief and other individuals charged by the Chief with these activities are encouraged to pursue them, performing such activities, as well as the scope and frequency of such activities, shall be within the discretion of the Fire Chief. It is the intention of the District to make clear that the District's duty to perform the inspections and testing, or to take enforcement actions as set forth in the Code, is limited to providing a reasonable level of fire and life safety. Such actions are discretionary.

Section 12. Penalties.

- (1) Violations of this Code may be prosecuted under ORS 198.600. Pursuant to ORS 478.990, continued violation of the Code, or refusal to remove a fire hazard by one responsible for conformity to the Code, is punishable by a fine to be set by resolution.
- (2) The application of the above penalty shall not prevent the enforced removal of prohibited conditions as specified in Section 109.3.1.
- (3) Liability for Costs. In case of fire resulting directly or indirectly from failure or neglect to promptly comply with the provisions of either a Notice of Violation or a permit issued by the Fire District, the person or persons so notified shall be liable to civil action for the payment for all expenses incurred by the District in or about the use of apparatus, materials, and personnel in extinguishing any fire resulting from such cause.
- (4) Re-inspection fee. A re-inspection fee may be invoiced by the Scappoose Rural Fire Protection District to persons who cause repeated re-inspections due to non-compliance with provisions of the Code. The Chief may direct the fee be charged following the second non-complying re-inspection. This fee will be set by resolution.
- (5) Enforcement procedures and Notices of Violation. The Fire Marshal shall give written notice of any discovered Fire Code violation to a person who is responsible for correcting such violation. The notice shall state the time by which

the violation is to be corrected and indicate the opportunity to appeal the notice of deficiency. The Fire Marshal may extend the time for complying and may issue one or more additional notices before giving notice of intent to seek judicial remedies. If, after written notice of Code violations is given, a person having the duty to correct the violation refuses to do so, the Fire Marshal may issue a pre-complaint letter to the person in question. This letter is a last-chance notice of a final inspection and will state the legal implications of continued non-compliance.

(6) False alarms. For violations of Section 401.3.1 of the Fire Code and/or response to 3 or more false alarms at the same location in a 24 hour time period from the first alarm, the courts may order that the responsible person or persons pay for all the costs of responding fire personnel and apparatus as set by the State Fire Marshal's schedule.

(7) Cities or the County may seek any equitable remedy allowed by law for Code violations, including injunctions and restraining orders.

Section 13. Severability.

If any section, paragraph, subdivision, clause, sentence, or provisions of this Ordinance shall be adjudged by any court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair, invalidate, or nullify the remainder of the Ordinance, but the effect thereof shall be confined to the section, paragraph, subdivision, clause, sentence or provision immediately involved in the controversy in which such judgment or decree shall be rendered, it being the intent of the governing body to enact the remainder of this Ordinance notwithstanding the parts to be declared unconstitutional and invalid.

Section 14. OAR and ORS References.

References to Oregon Administrative Rules and Oregon Revised Statutes in this Code Adoption Ordinance refer to the most recent rules in effect at the time this Ordinance became effective.

Section 15. Repeal of Conflicting Ordinances.

Ordinance No. 93-01 is hereby repealed.

Section 16. Effective Date.

This Ordinance shall take effect and be in force upon the thirtieth day after the adoption by resolution of the Board of Directors of Scappoose Rural Fire Protection District as provided in ORS 198.570

Record of Public Readings and Final Adoption

1st Reading: April 13, 2017

2nd Reading: May 4, 2017

ADOPTED THIS 4TH DAY OF MAY, 2017.

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS

David Grant - President

David Sorenson – Vice President

David Graham – Secretary/Treasurer

Ron Cairns - Director

Andy Kriek - Director

Recording Secretary

RESOLUTION NO. 2017-02

**A RESOLUTION OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
ESTABLISHING FIRE PREVENTION DIVISION SPECIFICS**

WHEREAS, Scappoose Rural Fire Protection District has an Ordinance establishing the Fire Prevention Division and Oregon Fire Code; and

WHEREAS, Scappoose Rural Fire Protection District needs to set an amount for fines for offenses, violations and hazards (Exhibit A); and

WHEREAS, the Scappoose Rural Fire Protection District has established a Fire Code Application Guideline (Exhibit B) for assistance in the application of the Fire Code in areas where compliance with the Oregon Fire Code is vague or non-specific; and

NOW, THEREFORE, it is resolved that the Fire Prevention Division Specifics attached as exhibits A and B are hereby adopted.

ADOPTED by the Board of Directors of the **Scappoose Rural Fire Protection District** on May 4, 2017.

David Grant – Board President

Attest:

David Graham – Board Secretary

EXHIBIT "A"

Violations:

Fines of not less than \$10.00 nor more than \$100.00 for each offense. Each day's continued refusal to conform to the Code or remove a fire hazard after notice by the inspecting officer is a separate offense.

Re-inspections:

Fines of not less than \$60 nor more than \$90.00 per hour may be invoiced by the Scappoose Rural Fire Protection District to persons who cause repeated re-inspections due to non-compliance with provisions of the Code. The fee is based on the hourly rate of the employee performing the re-inspection. The Chief may direct the fee be charged following the second non-complying re-inspection.

False alarms:

For violations of Section 401.5 of the Fire Code and or response to 3 or more false alarms at the same location in a 24 hour time period from the first alarm, the courts may order that the responsible person or persons pay for all the costs of responding fire personnel and apparatus as set by the State Fire Marshal's schedule.

MEMO

TO: Scappoose Fire Board Members

FROM: Janine Salisbury

DATE: May 4, 2017

RE: OFCA/SDIS Participating Employer
Agreement

The referenced agreement refers to a special merger between the Oregon Fire Chiefs' Association Health & Dental Group (OFCA) and Special Districts Insurance Services (SDIS). In late January, 2017, Kim Nichol森 with Wilson-Heirgood Insurance Agency discussed the history behind this agreement and the key terms. Following is an excerpt from the meeting minutes that Ms. Nichol森 submitted.

"For the past two years we have been looking at the possibility of merging the OFCA Health plan with the SDIS Health Plan. There was an apparent issue arising with the competition between OFCA and SDIS group rates. Younger populations would begin to move to SDIS for better rates whilst leaving other OFCA groups with higher increases due to an imbalance of age. The loss of districts to the SDIS health plan would make the OFCA health plan very vulnerable to terminating. This would leave several districts with very few options in the small group market and a sizable increase in premiums if they moved to SDIS directly.

This year we took a different approach to trying to merge the two associations together as the past two years have been unsuccessful. We presented the notion of placing the OFCA under their own umbrella with SDIS and allowing us to keep our program in place. This would include having Moda as the carrier, our same plan designs, and our same rating model. In essence, the member would see no changes to their health plan. The changes would occur behind the scenes. We would move to the self-funded platform with SDIS. SDIS will become the insurer, meaning they will take on the risk and pay claims. Moda will be the plan administrator processing all the claims."

Since that meeting, the merger agreement has received board approval from both OFCA and Special Districts Association of Oregon(SDAO). All that remains is for all the OFCA participating employers to give their consent. Once that is done, the agreement will be effective July 1, 2017.

I hope this information is helpful to you. Please let me know if you have any questions.



SPECIAL DISTRICTS INSURANCE SERVICES EMPLOYEE BENEFITS PLAN

OFCA HEALTH AND DENTAL GROUP MEDICAL AND DENTAL COVERAGE PARTICIPATING EMPLOYER AGREEMENT

Subject to the following provisions, the SDIS Declaration of Trust, guidelines and agreements established by the Special Districts Insurance Services Trust (herein called "SDIS") and its Members and further subject to the provisions of the SDIS Employee Benefits Plan (the "Plan") unless otherwise modified herein, SDIS will provide medical and dental benefits to those active Members ("Member Groups") seeking coverage since the Original Effective Date, June, 2014. This agreement will be reviewed at each annual renewal of the Plan, and currently reflects provisions as of July 1, 2017.

A. PURPOSE

It is the intention of SDIS to continue to maintain the Special Districts Insurance Services Employee Benefits Plan (the "Plan") for the benefit of eligible employees of Member Groups, and in accordance with the provisions of the Oregon Insurance Code and other applicable laws pertaining to employee benefit plans. The purpose of the Plan is to continue to provide medical and dental insurance coverage (herein called "Benefit Program") for eligible employees and their respective dependents. The Plan is intended to govern the Benefit Program through the use of documents that articulate the specific benefits covering the individuals described in such documents, and the terms and conditions associated with those benefits.

B. COMPOSITION OF THE PLAN

The Plan document is a compilation of a number of separate documents, including insurance contracts, administrative service agreements and employee benefit booklets. The Plan documents are used in determining benefits to which employees and their dependents are entitled. An individual's entitlement to coverage under the Plan, and any Benefit Program of the Plan, and the amount of any benefits provided under the Benefit Program will be as set forth in the insurance contract, administrative services agreement and employee benefits handbook through which such benefits are administered.

The Plan provides jointly self-insured medical and dental coverage for eligible Member Groups approved by the Oregon Insurance Division. Member Groups are bound by the provisions of the SDIS Declaration of Trust and of the Plan.

C. MEMBER GROUP ELIGIBILITY

1. Member Groups must be Members in good standing of the SDIS Trust.

2. Each Member Group has a 12-month renewal period. The policy renewal date is the first day of the plan year.
3. A Member Group for a renewal period commencing in a calendar year must be either a:
 - a. Small Employer Group:
 - i. On average, 1-50 employees (1-100 employees effective on and after July 1, 2016) in the prior calendar year;
 - ii. In the prior calendar year, 51% or more of the employees are employed in Oregon; and
 - iii. At least one employee working at least 17.5 per week.
 - b. Large Employer Group: On average, 51 or more employees (more than 100 employees effective on and after July 1, 2016) in the prior calendar year end does not meet the small employer definition.
4. A Member Group's renewal and contract changes are effective as of each July 1 annually, regardless of a Member Group's accumulator period. A Member Group may change its plan selections the first of July or first of January.

D. RENEWAL AND CANCELTION

1. Guaranteed Renewal. The Plan is guaranteed renewable with respect to all eligible Member Groups unless:
 - a. The Member Group fails to pay the required premium;
 - b. The Member Group's employees or representatives engage in fraud or make an intentional misrepresentation of a material fact as prohibited by the terms of this Plan; or
 - c. SDIS elects not to continue offering the Plan.
2. Retroactive Rescissions. SDIS may not retroactively rescind the coverage of a Member Group unless the Member Group, or person seeking coverage on behalf of the Member Group, performs an act, practice or omission that constitutes fraud or makes an intentional misrepresentation of a material fact as prohibited by the terms of this Plan and SDIS gives the Member Group and the affected individual a 30-day prior written notice.
3. Grace Period. There is a 30 day grace period for payment of each monthly premium. If premium is not paid within the grace period, SDIS will cancel the Member Group at the end of the grace period or, if later, ten days after the Member Group is notified in writing by SDIS that premium is past due.

4. Required SDIS Membership. A Member Group may be terminated if the Member Group is no longer a Member of the SDIS Trust. Termination will be effective the first of the month following 30 days of written notification by SDIS. Such notice will clarify that the Member Group is no longer eligible for coverage because they are no longer a Member of the SDIS Trust.

E. EMPLOYEE / DEPENDENT ELIGIBILITY

The following requirements will apply for eligibility and rehire provisions for all Member Groups unless otherwise noted in this Plan document:

1. Contribution requirements:
 - a. Employee/50% & Dependent/0%
2. Participation requirements:
 - a. Eligible Employees. Solely for purposes of applying the minimum participation standards of this Section E, an "eligible employee" means an employee who works on a regularly scheduled basis, with a normal work week of 17.5 or more hours. The Member Group may determine hours worked for eligibility between 17.5 and 40 hours per week. For purposes of the minimum participation rules, an "eligible employee" does not include employees who work on a temporary, seasonal or substitute basis, or who have been employed by the Member Group for fewer than 90 days.
 - b. Medical Participation

75% of eligible employees must enroll, and 75% of eligible dependents must enroll. Employees and dependents who have waived coverage do not count against the total.
 - c. Dental Participation
 - i. All Member Groups: 75% of eligible employees must enroll.
 - d. Medical and Dental Employee Participation Requirements
 - i. Enrollment after a Leave of Absence: An eligible employee and previously enrolled dependents may enroll if the employee returns from the Member Group's approved leave of absence (including leave under Family Medical Leave Act) of not more than three months.
 - ii. To be eligible for coverage, employees are required to meet any probationary period and hourly requirements when established by the Member Group within the Affordable Care Act regulations.

- iii. Dependent children, spouses and qualified same-sex gender registered domestic partners must meet SDIS's conditions for enrolling new family members as specified in the Plan document.
- iv. Non-registered domestic partners are not covered, unless a Member Group is endorsed to allow "any gender" domestic partners at initial enrollment or at the Member Group's rate revision date. In those cases, a signed Domestic Partner Affidavit is required to enroll domestic partners.
- v. The open enrollment period is prior to the first day of the plan year for eligible individuals who are not enrolled in the health plan. Coverage for otherwise eligible individuals enrolling during the open enrollment periods becomes effective the first day of the selected plan year. If a Member Group offers multiple health benefit plans, enrolled employees may also select another health benefit plan option at that time. Open enrollment begins April 1, and final elections are due to SDIS no later than July 1.

F. RETIREE ELIGIBILITY

The following requirements will apply for retiree eligibility for all Member Groups unless otherwise noted in the Plan document.

- 1. A retiree is a former officer or employee of a Member Group participating in the Plan who is retired for service or disability, and who received, is receiving, or is eligible to receive retirement benefits under the Oregon Public Employees Retirement System or any other retirement system or plan applicable to officers and employees of the special district or public body.
- 2. The retiree must have been covered as an active employee under a medical plan under the Plan at the time of retirement to qualify for continued coverage.
- 3. The retiree must enroll in retiree coverage within 60 days of their date of retirement. The retiree has the option of enrolling an eligible spouse/qualified domestic partner and/or dependents for coverage at retirement, provided they are covered through the Plan at the time of the employee's retirement.

Dependents not enrolled in retiree coverage at the time of retirement may not be added at a later date; however, a new spouse or qualified domestic partner, or new dependent children acquired after retirement will be eligible to enroll within 31 days of the event. Dependents become ineligible if the retiree leaves the Plan, unless the retiree's loss of eligibility is due to Medicare eligibility or death.

- 4. Eligibility ceases for a retiree, or the spouse, qualified domestic partner or dependent of the retiree, when the individual becomes Medicare eligible.
- 5. A retiree who returns to work for a Member Group and who become eligible for benefits as an active employee, may temporarily drop the retiree plan for the active

plan, and later return to the current Member Group's retiree plan as long as coverage under the Plan is continuous.

6. A retiree may elect to continue coverage in whichever coverages they had as an active employee. Dependents of retirees can only be covered on the dental plan if they are also covered on the medical plan.
7. Retirees continue at the rates specified by SDIS or as specified by law.
8. If the Member Group from which the employee retired leaves SDIS, the retiree is no longer eligible to continue retiree coverage through the Plan.
9. The Member Group determines the amount, if any, that it will contribute toward the cost of retiree coverage.

G. BENEFITS

1. Each Member Group must select from the Plans offered by SDIS. Refer to the summary plan descriptions, limitations, and exclusions.
2. Preauthorization requirements, benefit administration, and pharmacy formularies are based on SDIS standard policies and lists. Refer to the summary plan descriptions.
3. A Member Group may elect to have medical, dental only, or both.
4. A Member Group that has medical coverage may add any of the following options to their contracts at initial enrollment or on the first of July:
 - a. Dental, and Orthodontia if eligible;
 - b. Group life insurance; or
 - c. Group short term or long term disability insurance.

Refer to rate pages for more information.

5. 24-Hour Coverage (on-the-job medical coverage) extends medical plan benefits to self-employed dependents who are not required to have workers' compensation coverage.

H. RATING

1. Member Groups with 1-50 employees (1-100 effective as of July 1, 2016) are rated according to SDIS's standard rating methodology for small employer groups.
2. Member Groups with 51 or more employees (101 or more effective July 1, 2016) are rated according to SDIS's standard rating methodology for large employer groups.
3. Rates include commissions and administrative fees.

4. Each Member Group's rate revision period will correspond with the Member Group's annual renewal date, regardless of which month the Member Group becomes effective.

I. OTHER ADMINISTRATIVE DETAILS

1. SDIS will credit the deductible for each covered employee and dependent of a new Member Group if there has been no lapse in coverage with that Member Group and proof of such coverage is provided to SDIS. Out-of-pocket will not be credited.
2. SDIS will credit the deductible, out-of-pocket, and other accumulators for members that move between plan designs mid-year within the same Member Group.
3. Any Member Group is subject to Medicare Secondary Payer Law (MSP) for individuals eligible for Medicare due to age.
4. If any Member Group has 100 or more employees on at least 50% of its regular business days during the prior calendar year, the Member Group is subject to Medicare Secondary Payer Law (MSP) for individuals eligible for Medicare due to disability. In those cases, the SDIS Plan would be the primary payer for Medicare Disabled individuals.
5. In connection with any third party claims arising out of this Plan or the administration thereof by either party, each of the parties hereto agree to indemnify and hold harmless the other against any such claims, losses, damages, liability, and expense, including reasonable attorney's fees and court costs, that arise as a result of the gross negligence or intentional misconduct of the indemnifying party or its employees.

J. FORMS AND DOCUMENTS

1. Member Group Enrollment Application (Master Application) – SDIS will create and maintain a Member Group specific form. The form must be completed by all newly enrolling Member Groups, even if the Member Group was previously enrolled in the Plan.
2. Employee Enrollment Application – SDIS will create and maintain a Member Group specific form. The form must be completed by each enrolling employee. If eligible employee declines to enroll, she/he must complete a Waiver form instead.
3. For existing SDIS Member Groups moving to another SDIS Plan with no lapse in coverage, SDIS will accept a letter from the Member Group confirming no change in enrollment in lieu of enrollment applications.
4. Summary Plan Description – SDIS's third party administrator will personalize benefit handbooks at the Member Group level and distribute electronically to each Member Group, along with one reference hard copy unless additional copies are requested. Electronic copies can also be accessed through third party administrator's website.
5. Member ID Cards – SDIS's third party administrator will mail Member ID Cards directly to each individual age 16 years or older.

6. Billing and Premium – SDIS agrees to mail monthly bills to the Member Group and apply grace periods based on standard SDIS procedures.
7. Premium for newborns is calculated based on date of birth. For newborns born on the first day of the month, premium is charged for a full month. For newborns born on any other day then the first day of the month, premium is charged beginning the first day of the following month.

**SPECIAL DISTRICTS INSURANCE SERVICES
EMPLOYEE BENEFITS PLAN**

**OFCA HEALTH AND DENTAL GROUP
HEALTH AND DENTAL COVERAGE
PARTICIPATING EMPLOYER AGREEMENT**

The undersigned represents and warrants that the undersigned has:

1. received a copy of, and have reviewed and agree to the terms of this Agreement, the SDIS Employee Benefits Plan document and all other related documents and agreements;
2. signed the Joinder of Trust Agreement to become a Member of the Special Districts Insurance Services Trust; and
3. understands that the SDIS Employee Benefits Plan is a jointly self-insured medical and dental plan authorized by the SDIS Trust Agreement and approved by the Oregon Insurance Division.

AUTHORIZED SIGNATURE

Authorized Member Group Representative

Date

District Name SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

Return to:

Shelly Barker
Special Districts Insurance Services
PO Box 12613
Salem OR 97309
Email: sbarker@sdao.com
Fax: 503-371-4781
Phone: 800-285-5461

Lonny, Mike, Ken + Meg
to the rescue...

4-6-17

True to form it was the
middle of the night, I
was in the back bedroom,
on the floor between the
bed & the wall.

The crew showed what
Scappoose Fire is all
about... Doing what
is best for the patient.

Thank you, you are
The best!

Angie

4-8-17

To my heroes.

I left the hospital in 48hrs
and I am recovering well

A small token of
gratitude for assisting me
in a moment of great
concern.

I truly appreciate the
quickness, effectiveness, and
total care of my failing
heart.

Scott Nielson
Thomas Kirk
Paul Liebig

Thanks a latte!

Thank you for caring for
our community.

Sincerely,

Bruno Zanotta

(Fred Meyer worker who had a
heart attack on April 8th.)



"Doggone Nice"

BAGELS Yum
THANK You!!
DIANA

We couldn't do
our jobs w/o you.
Thanks,
Gracy

Thank you!
Mon 88

coffee - the
way to our
hearts...
Thank you!
-michele

Thank you!
Dannell

Great Bagels!
Thanks! jmetz

THANK YOU FOR THE
DELICIOUS BAGELS!!
-BRYAN

Thank you!
Alex & i

Thanks so much!
Nancy

Thank you
for the sweet
gesture
Jonna

Thank you
-wene

Thank you for taking
the time to treat us to
the best snack EVER.
you guys and gals
Rock! ♥ Kaysha

Thank you!
Charlene

Thank
You

Some people
bring beauty
to even the
simplest moments.



Flavia

for all you do -

Riverside Training

Laura Wallner