

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, September 12, 2024

Microsoft Teams meeting

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Meeting ID: 273 755 937 628

Passcode: khapZx

I. Call to Order & Flag Salute

II. Roll Call

III. Public Comment

“This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President.”

IV. Consent Agenda

- A. Approve Minutes from 8-8-2024 regular meeting
- B. Approve August 2024 Profit & Loss Detail
- C. Approve August 2024 Budget vs. Actual

V. Statistical Data

- A. Ambulance Activity Report
- B. Community Paramedic Report
- C. Response Activity Report
- D. UAS Flight Summary

VI. Staff Reports

- A. Chief’s Report
- B. Operations & EMS Report
- C. Fire Marshal & Training Report
- D. Member Outreach
- E. Finance Report

VII. Old Business

- A. Fire Chief review – moved to October
- B. Policy Work Session
- C. Review Board Committees

VIII. Committee Reports

- A. Management Team
- B. Long Range Planning Committee
- C. Awards & Incentives

IX. New Business

- A. Community Paramedic job description

X. Miscellaneous

XI. Communications

XII. Good of the Order

XIII. Adjourn

XIV. Pursuant to ORS 192.640(1), the Board of Directors for the Scappoose Fire District reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published.

PREVIOUS MEETING MINUTES



SCAPPOOSE FIRE DISTRICT

P.O. BOX 625 SCAPPOOSE, OREGON 97056

Scappoose Rural Fire District Board of Directors Regular Meeting Thursday, August 8, 2024

Call to Order & Flag Salute – President Reeves called the meeting to order and led the flag salute.

Roll Call – President Reeves, Director Sorenson, Director Graham, Lt. Anderson, Lt. Heuer, Lt. DuBois, FF Kriek, FF Mathews, ERT Curio, FA Heath.
Fire Chief Jeff Pricher attended electronically.
Directors Kriek and Gift were excused.

Public Comment – There was no public comment.

Consent Agenda

Approve Minutes from 7-11-2024 regular meeting – There were no comments.

Approve July 2024 Profit & Loss Detail – Director Sorenson inquired about moorage fee expenses. Chief Pricher explained that we now pay moorage fees for the boathouse at \$650/month. Owners of the marina agreed to allow SRFD to build up to the \$650/month fee over two years. Director Sorenson asked for clarification on DOD Fed Mall expenses. Chief Pricher explained that purchasing wildland gear through Fed Mall allows purchases at a significant reduction in cost. Director Sorenson asked about the narcotics tracking expenses. ERT Curio explained this software.

Approve July 2024 Budget vs. Actual – No comments.

Director Graham moved to approve the consent agenda as presented. Director Sorenson seconded.

Motion carried unanimously.

Statistical Data

Ambulance Activity Report – Director Graham noted that July’s data appeared to be average.

Community Paramedic Report – Director Sorenson asked how the number of client contacts relates to the number of clients. Chief Marks noted that the employee was on vacation for a portion of July, which impacted the data.

Response Activity Report – Directors noted that nothing stood out in the report for July.

UAS Flight Summary – Director Sorenson asked about wildland fire flights, which Chief Pricher explained that these flights included thermal mapping, panoramas, and visual mapping. Shape files are included for firefighting. Chief Pricher will give the board a presentation on UAS wildland flights at September’s board meeting.

Staff Reports

Chief’s Report – No questions.

Operations & EMS Report – Director Sorenson asked for an update on the ASA RFP. Chief Marks shared that much of the required information has already been gathered, with a few narratives yet to be written. Chief Marks shared information learned at the recent ImageTrend conference in Minneapolis and how SRFD is instrumental in correcting software issues.

Fire Marshal & Training Report – No comments.

Member Outreach – Directors mentioned seeing the volunteer signs and asked how many new volunteer applications have been received.

Finance Report – No comments.

Old Business

Emergency Management IGA with Columbia County – Chief Pricher said this is an on-going project.

Committee Reports – Directors spoke about the need to review the purposes and possibly change the name of the committees. President Reeves asked that a work session to review board policies and committee names & purposes be scheduled soon with all board members.

Management Team

Long Range Planning Committee

Awards & Incentives

Miscellaneous –

Surplus Western Star Water Tender – The District cannot give to or sell this apparatus to another fire service agency as it is unsafe. Chief Marks mentioned that the Friends of Fair (Columbia County) may want to purchase it for \$1.00. If they are

not interested, it will be auctioned off at GovDeals.com

Surplus Spartan Type 1 Engine – The engine can be sold to another fire service agency and will be put up for auction on GovDeals.com.

Director Graham moved to surplus both the Western Star Water Tender and Spartan Type 1 Engine. Director Sorenson seconded.

Motion passed unanimously.

New Business – Supplemental Budget for Community Paramedic – FA Heath and Chief Pricher spoke about the need for an additional Community Paramedic which will be fully funded by Care Oregon. Directors asked about availability of space and a vehicle. Director Graham moved to adopt Resolution 2024-01 Supplemental Budget. Director Sorenson seconded.

Motion passed unanimously.

Communications – Thank you card from Mist-Birkenfeld RFD for assisting with a recent memorial.

Good of the Order – FF Kriek informed the board of the REMS activation in July that continues as of 8/8/24.

Adjourn – Meeting adjourned at 7:35 p.m.

Dave Sorenson – Secretary-Treasurer

Date:

Submitted by Maria Heath

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
		EMS Receipts		\$78,409.91
		Fire Marshal		\$232.43
		FireMed		\$1,035.00
		Grant Awards		\$50,962.50
		Interest Earned on Investments		\$9,959.89
		Miscellaneous Revenue		\$250.00
		Property Taxes		\$13,036.54
Total for 1. GENERAL FUND REVENUES				\$153,886.27
3. PROPERTY FUND REVENUES				\$370.17
4. PERSONNEL SVCS FUND REVEN				\$1,049.31
Total for Income				\$155,305.75
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
08/08/2024	Bill	S.D.I.S.	Health Insurance Premiums	35,555.00
08/08/2024	Bill	SAIF Corporation	Final payroll audit	3,679.41
08/08/2024	Bill	Standard Insurance	Life, LTD, AD&D	1,635.38
08/08/2024	Bill	SAIF Corporation	Claims reimbursement- Oberbarnscheidt	2,400.00
08/16/2024	Expense	Benefit Help Solutions(FSA)	Monthly and Annual Fees	375.00
08/28/2024	Bill	Colonial Life	Accident/Cancer policy for volunteers	777.40
08/28/2024	Bill	HRA VEBA Trust	ER Contributions August	11,547.40
08/29/2024	Expense	Paychex Payroll	Flex spend	11,210.44
08/29/2024	Expense	Paychex - tax	OR ER Work Benefit	74.94
Total for 550 Insurance				\$67,254.97
560 Personnel Salaries				
08/08/2024	Bill	Standard Insurance	STD	92.73
08/08/2024	Bill	Principal Financial Group	Employee Insurance- Heuer	109.99
08/08/2024	Bill	S.D.I.S.	Sect. 125 Insurance	2,716.00
08/08/2024	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
08/12/2024	Expense	P.E.R.S.	EE PERS IAP Contrib	17,415.31
08/13/2024	Expense	Voya - Oregon Savings Growth Plan	July OSGP Contributions	26,100.92
08/28/2024	Bill	Standard Insurance	EE - OPFML	1,579.97
08/28/2024	Bill	HRA VEBA Trust	EE Contributions August	3,213.00
08/28/2024	Bill	Tualatin Valley Fire Fighters Union	August Union dues	2,986.36
08/28/2024	Bill	Inroads Credit Union	Food fund August	1,040.00
08/29/2024	Expense	Paychex Check	Contract payment	805.00
08/29/2024	Expense	Paychex - tax	EE Payroll Tax WH	94,322.86
08/29/2024	Expense	Paychex Payroll	Deferred compensation	10,462.85
08/29/2024	Expense	Paychex Payroll	FLSA	12,397.85
08/29/2024	Expense	Paychex Payroll	Incentives	2,380.03
08/29/2024	Expense	Paychex Payroll	Longevity	1,276.02
08/29/2024	Expense	Paychex Payroll	Phone Pay	100.00
08/29/2024	Expense	Paychex Payroll	ShiftDif	49.91
08/29/2024	Expense	Paychex Payroll	OT	83,303.66
08/29/2024	Expense	Paychex Payroll	Balance of Net Pay	76,251.74

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 560 Personnel Salaries				\$336,741.10
570 SocSec/Medicare(FICA)				
08/29/2024	Expense	Paychex - tax	ER Payroll Taxes	26,421.71
Total for 570 SocSec/Medicare(FICA)				\$26,421.71
590 Personnel Benefits				
08/12/2024	Expense	P.E.R.S.	ER PERS retirement contribution	82,491.18
08/28/2024	Bill	Standard Insurance	ER - OPFML	1,053.31
Total for 590 Personnel Benefits				\$83,544.49
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$513,962.27
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
08/10/2024	Expense	Diamond Lake Resort Gas	Fuel S432 Diamond Lake Complex	108.50
08/11/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	125.90
08/11/2024	Expense	Diamond Lake Resort Gas	Fuel Chief Marks truck Diamond Lake Complex	106.70
08/11/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	18.90
08/12/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	108.80
08/15/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	165.20
08/17/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	85.65
08/17/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	79.10
08/17/2024	Expense	Diamond Lake Resort Gas	Fuel- Diamond Lake Complex	54.30
08/22/2024	Expense	Coastal Farm	small shackles for REMS trailer	58.47
08/23/2024	Expense	Trailer RV Parts Warehouse	Axel replacement	1,505.50
08/23/2024	Expense	Chevron	Fuel - Diamond Lake Complex	103.75
08/23/2024	Expense	Diamond Lake Resort Gas	Fuel - Diamond Lake Complex	114.90
08/26/2024	Expense	Chevron	Fuel - Diamond Lake Complex	100.59
08/26/2024	Expense	Chevron	Fuel - Diamond Lake Complex	63.53
08/26/2024	Expense	Chevron	Fuel - Diamond Lake Complex	64.80
08/26/2024	Expense	Coastal Farm	jump starter UTV	98.99
08/26/2024	Credit Card Credit	Coastal Farm	Return shackles REMS trlr	-26.98
08/26/2024	Expense	Grange Co-op	F550 shackles for trailer	30.00
08/28/2024	Bill	Liebig, Paul	Reimburse fuel charges on personal card	188.50
Total for 670 Contract Services				\$3,155.10
720 Public Fire Services				
08/06/2024	Expense	WalMart	National night out supplies	38.08
08/22/2024	Expense	Fred Meyer	Fire Investigation refreshments	19.28
Total for 720 Public Fire Services				\$57.36
730 Property & Liability Insur.				
08/08/2024	Bill	S.D.I.S.	Property/casualty insurance 2024 Engine	1,973.00
Total for 730 Property & Liability Insur.				\$1,973.00
740 Uniforms				
08/08/2024	Bill	Beyond Uniforms & Apparel	30 black T-shirts & 30 navy T-shirts	366.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 740 Uniforms				\$366.00
750 Maintenance on Equipment				
08/08/2024	Bill	Sunset Auto Parts	screws & blstr pk	8.78
08/08/2024	Bill	Ace Hardware - Scappoose	Tape measure & bolts	5.00
08/08/2024	Bill	Ace Hardware - Scappoose	Tape measure & bolts	10.97
08/08/2024	Bill	Pro Automotive & Diesel	2015 GMC brake calipers, brake pads/rotor & battery - parts	1,939.71
08/08/2024	Bill	Pro Automotive & Diesel	2015 GMC brake calipers, brake pads/rotor & battery - labor	410.00
08/08/2024	Bill	Pro Automotive & Diesel	Fees	23.50
08/08/2024	Bill	Sunset Auto Parts	tape	15.29
08/08/2024	Bill	L.N. Curtis and Sons	Mako Compressor repair	1,302.30
08/08/2024	Bill	L.N. Curtis and Sons	Annual service Mako breathing air compressor	1,929.00
08/08/2024	Vendor Credit	Ace Hardware - Scappoose	Vendor credit Ace Rewards	-5.00
08/08/2024	Vendor Credit	Ace Hardware - Scappoose	Previous balance - from returned items	-10.97
08/08/2024	Vendor Credit	Ace Hardware - Scappoose	Previous balance - from returned items	-11.22
08/26/2024	Credit Card Expense	Amazon		82.00
08/28/2024	Bill	Ace Hardware - Scappoose	Wood board	15.99
08/28/2024	Bill	Fast Lube and Oil	2015 GMC Sierra cabin air filter	39.95
08/28/2024	Bill	Ace Hardware - Scappoose	Aluminum rod, channel trim, angle	47.76
08/28/2024	Bill	Ace Hardware - Scappoose	Wood board	15.99
08/28/2024	Bill	Pro Automotive & Diesel	1996 GMC Sierra engine water pump, antifreeze - parts	229.95
08/28/2024	Bill	Pro Automotive & Diesel	1996 GMC Sierra remove & replace water pump - labor	409.50
08/28/2024	Bill	Pro Automotive & Diesel	Fees	97.25
08/28/2024	Bill	Pro Automotive & Diesel	2008 GMC C4 rear spring bushings & air bags - parts	5,044.89
08/28/2024	Bill	Pro Automotive & Diesel	2008 GMC C4 rear spring bushings & air bags - labor	4,680.00
08/28/2024	Bill	Pro Automotive & Diesel	Fees	4.50
08/28/2024	Bill	Pro Automotive & Diesel	2015 GMC G4 Oil change - labor	315.00
08/28/2024	Bill	Pro Automotive & Diesel	2015 GMC G4 Oil change - parts	134.97
08/28/2024	Bill	Pro Automotive & Diesel	Fees	37.11
08/28/2024	Bill	Pro Automotive & Diesel	Mount & balance tire, front wheel alignment - labor	335.00
08/28/2024	Bill	Pro Automotive & Diesel	Mount & balance tires, front wheel alignment - parts	1,376.00
08/28/2024	Bill	Sunset Auto Parts	Premium capsules	34.49
08/28/2024	Bill	Wilcox & Flegel	394.7 gal unleaded @ \$3.080	1,376.19
08/28/2024	Bill	Pro Automotive & Diesel	Fees	6.47
08/28/2024	Bill	Pro Automotive & Diesel	2006 Jeep idle surge & control valve, oil change - labor	485.00
08/28/2024	Bill	Pro Automotive & Diesel	2006 Jeep idle surge & control valve, oil change - parts	162.38
08/28/2024	Bill	Pro Automotive & Diesel	Fees	4.60
08/28/2024	Bill	Pro Automotive & Diesel	2023 Ford F550 software update - parts	60.00
08/28/2024	Bill	Pro Automotive & Diesel	2023 Ford F550 software update - labor	400.00
08/28/2024	Bill	Pro Automotive & Diesel	Fees	0.85
08/28/2024	Bill	Pro Automotive & Diesel	2015 GMC Sierra oil change w/ filter - parts	10.00
08/28/2024	Bill	Pro Automotive & Diesel	2015 GMC Sierra oil change w/ filter - labor	75.00
08/28/2024	Bill	Pro Automotive & Diesel	Fees	1.40
08/28/2024	Bill	Pro Automotive & Diesel	2008 GMC C4 oil change - labor	120.00
08/28/2024	Bill	Pro Automotive & Diesel	2008 GMC C4 oil change - parts	20.00
08/28/2024	Bill	Wilcox & Flegel	291 gal diesel @ 2.895	844.68
08/28/2024	Bill	Sunset Auto Parts	DEF	37.96
08/28/2024	Bill	Pro Automotive & Diesel	Fees	15.07
08/28/2024	Bill	Pro Automotive & Diesel	2017 F-350 super duty diesel diagnostic, replace sensor, regen - parts	950.00
08/28/2024	Bill	Pro Automotive & Diesel	2017 F-350 super duty diesel diagnostic, replace sensor, regen - parts	291.47

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 750 Maintenance on Equipment				\$23,378.78
760 Administration				
08/01/2024	Expense	Amazon	Office supplies	71.81
08/01/2024	Check		Service Charge	0.10
08/01/2024	Expense	IAFC Membership	Bautista membership dues	285.00
08/08/2024	Bill	Ace Hardware - Scappoose	Tape & tarp clips	28.15
08/08/2024	Expense	Amazon	Binder dividers	9.99
08/08/2024	Expense	Postal Annex	Return shipping for opticom	41.68
08/08/2024	Bill	DocuMart Printing & Copying	Business cards - Comm Para	83.02
08/08/2024	Bill	Baker Tilly US, LLP	1 hr Finance/Accounting consult fees	250.00
08/13/2024	Expense	Flora Designs	Flowers for Mary Hales	65.00
08/13/2024	Expense	Maria's Flowers & Gifts	Flowers for Sandra Hales	60.56
08/14/2024	Expense	US Bank	Analysis service charge	17.95
08/15/2024	Expense	1-800-FLOWERS	Flowers for Katie Hales	60.20
08/16/2024	Expense	Allianz Travel Insurance	Fraudulent charge to be reversed	46.00
08/22/2024	Expense	Scappoose Bagel	Fire Investigation meal	43.12
08/28/2024	Bill	Xerox Corporation	B/W & Color copies for July	47.70
08/30/2024	Expense	Paychex Invoice	payroll processing invoice	247.11
Total for 760 Administration				\$1,357.39
765 Information Technology				
08/03/2024	Expense	JAMF Software, LLC	monthly subscription	200.00
08/06/2024	Expense	SPOT	Tracker	143.40
08/08/2024	Bill	Kleinberg Tech	July Report	210.00
08/08/2024	Bill	Centerlogic, Inc.	Monthly billing for August	1,770.25
08/12/2024	Expense	Wix.Com	Website fee	576.00
08/17/2024	Expense	Apple Inc.	monthly storage	9.99
08/18/2024	Expense	CenturyLink	Holbrook modem	78.00
08/18/2024	Expense	Intuit Quickbooks	QB online monthly fee	99.00
08/18/2024	Expense	CenturyLink	Main station backup	63.00
08/28/2024	Bill	Centerlogic, Inc.	2 hours @ \$115	230.00
08/28/2024	Bill	Centerlogic, Inc.	3 hours @ 115	358.50
08/28/2024	Bill	Comcast Business	Main station IT August	256.85
08/28/2024	Bill	Verizon Wireless	Machine to machine	7.87
08/28/2024	Bill	Verizon Wireless	iPhones & iPads	584.64
08/28/2024	Bill	AT&T Mobility	August charges - phones, iPads	703.25
08/28/2024	Bill	City of Portland - Bureau of Tech Services	800 MHZ access August	166.32
08/28/2024	Bill	CenturyLink	Chapman Internet	84.61
Total for 765 Information Technology				\$5,541.68
770 Cleaning Materials & Supplies				
08/01/2024	Expense	Amazon	Mop head, paper towels	144.08
08/08/2024	Bill	Ace Hardware - Scappoose	Garment hooks	10.58
08/20/2024	Expense	Amazon	Apparatus cleaning supplies	73.32
08/21/2024	Expense	Amazon	Water squeegee	77.80
Total for 770 Cleaning Materials & Supplies				\$305.78
775 Emerg. Operating Supplies				
08/08/2024	Bill	Cascade Fire Equipment	No snag wye	1,019.56
08/08/2024	Bill	SeaWestern Fire Apparatus	Boots- Renning	359.60
08/14/2024	Expense	Pearl Hardware	Extension cords	239.97
08/28/2024	Bill	SeaWestern Fire Apparatus	Boots- Heuer	456.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 775 Emerg. Operating Supplies				\$2,075.13
780 Building & Grounds Maint.				
08/06/2024	Expense	Amazon	Floor squeegee	81.16
08/08/2024	Bill	Ace Hardware - Scappoose	Ground connectors & plugs	60.74
08/08/2024	Bill	Ace Hardware - Scappoose	Ground connectors & plugs	11.22
08/28/2024	Bill	City of Scappoose	Water & Sewer charges	648.45
08/28/2024	Bill	City of Scappoose	Base water meter charge	41.38
Total for 780 Building & Grounds Maint.				\$842.95
790 Training				
08/08/2024	Expense	NFPA	Activity & Coloring books	307.80
08/21/2024	Expense	Department of Public Safety Standards and Training	Fingerprints - Brogli	46.25
08/22/2024	Expense	Nat'l Fire Arson Training Institute	VanDolah registration	350.00
08/23/2024	Expense	Palace Hotel - Las Vegas	VanDolah room balance	248.26
08/23/2024	Expense	Palace Hotel - Las Vegas	VanDolah room deposit	78.23
08/23/2024	Expense	Alaska Airlines	VanDolah airfare Las Vegas	256.20
Total for 790 Training				\$1,286.74
810 Utilities				
08/08/2024	Bill	Waste Management of Oregon, Inc.	July garbage/recycling	147.84
08/08/2024	Bill	Comcast	Xfinity - Acct ***2514	41.43
08/08/2024	Bill	P.G.E.	Cleetwood	156.62
08/08/2024	Bill	Graybar Financial Services	Voip phones - August	299.25
08/08/2024	Bill	CRPUD	July boathouse electricity	46.90
08/08/2024	Bill	CRPUD	July main station electricity	805.79
08/27/2024	Expense	W.O.E.C.	Acct 13045001 - Aug. billing	283.29
08/28/2024	Bill	CRPUD	July main station electricity	748.05
08/28/2024	Bill	CRPUD	July boathouse electricity	45.43
08/28/2024	Bill	CenturyLink	Main Station Fax	61.42
08/28/2024	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	63.09
08/28/2024	Bill	CenturyLink	Chapman Phone	61.90
Total for 810 Utilities				\$2,761.01
870 EMS Operations				
08/08/2024	Bill	Airgas - USA, LLC	Cylinder Rental	89.43
08/08/2024	Bill	EMS Technology Solutions, LLC	6 Inventory & Asset Mngmt Licenses	185.00
08/08/2024	Bill	EMS Technology Solutions, LLC	24 Fleet Mngmt Licenses	120.00
08/08/2024	Bill	Systems Design West (SDW)	92 EMS Billing for July @ \$24.25 + postage	2,328.24
08/08/2024	Bill	Life-Assist, Inc.	EMS Supplies	622.29
08/08/2024	Bill	Environmental Compliance Consultant Inc.	28 Gal Biohazard	60.00
08/08/2024	Bill	Airgas - USA, LLC	Oxygen Exchange	266.55
08/28/2024	Bill	Life-Assist, Inc.	EMS Supplies	28.30
08/28/2024	Bill	Airgas - USA, LLC	Standard Invoice - 2 CL OX	162.84
08/28/2024	Bill	Life-Assist, Inc.	EMS Supplies	25.65
08/28/2024	Bill	Life-Assist, Inc.	EMS Supplies	51.10
08/28/2024	Bill	Jenna Wiley, MD	Physician advisor - August	666.00
08/28/2024	Bill	Life-Assist, Inc.	EMS Supplies	102.71
08/28/2024	Bill	Life-Assist, Inc.	EMS Supplies	1,530.15
Total for 870 EMS Operations				\$6,238.26
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$49,339.18
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment				
08/28/2024	Bill	True North Emergency Equipment	Turtle Tile dry decking (parts)	1,036.10

Scappoose Rural Fire Protection District

Profit and Loss Detail

August 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 910 CO Equipment				\$1,036.10
Total for 1.3 GENERAL FUND CAPITL OUTLAY				\$1,036.10
Total for 1...				\$564,337.55
Total for 1..GENERAL FUND EXPENDITURES				\$564,337.55
3. PROPERTY FUND CAPITAL OUTLAY				
Fire Apparatus & Equipment				
08/08/2024	Bill	General Fire Apparatus	mount system, salvage cover, runner, fire hooks	7,107.60
08/28/2024	Bill	49er Communications	Antenna mounts	144.95
08/28/2024	Bill	Sirennet.com	Siren amplifier, expansion modules, light bars, emitters	7,715.94
08/28/2024	Bill	Sirennet.com	console, side mount arm rest,	996.60
08/28/2024	Bill	General Fire Apparatus	hose adapters & caps	762.99
08/28/2024	Bill	Sirennet.com	Amplifier controls, siren amplifier, expansion module, LED lights, light bars	8,422.24
Total for Fire Apparatus & Equipment				\$25,150.32
Total for 3. PROPERTY FUND CAPITAL OUTLAY				\$25,150.32
Unapplied Cash Bill Payment Expense				
08/28/2024	Bill	US Bank	Aug. CC charges	-7,741.92
08/28/2024	Bill	US Bank	8-26-2024	1,636.21
08/28/2024	Bill	US Bank	8-26-2024	2,088.28
08/28/2024	Bill	US Bank	8-26-2024	1,854.04
08/28/2024	Bill	US Bank	8-26-2024	529.25
08/28/2024	Bill	US Bank	8-26-2024	1,634.14
Total for Unapplied Cash Bill Payment Expense				\$0.00
Total for Expenses				\$589,487.87
Net Ordinary Income				\$ -434,182.12
Other Income/Expense				
Other Expense				
Reconciliation Discrepancies				
08/26/2024	Expense		Reconcile Adjustment - fraudulent & double charges to be reversed	2,005.30
Total for Reconciliation Discrepancies				\$2,005.30
Total for Other Expense				\$2,005.30
Net Other Income				\$ -2,005.30
Net Income				\$ -436,187.42

BUDGET VS ACTUAL

Scappoose Rural Fire Protection District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
1. GENERAL FUND REVENUES				
Begin Available Cash on Hand	2,892,145.46	2,525,322.00	366,823.46	114.53 %
Conflagration		200,000.00	-200,000.00	
EMS Receipts	156,992.31	800,000.00	-643,007.69	19.62 %
Fire Marshal	290.77	1,500.00	-1,209.23	19.38 %
FireMed	1,035.00	18,000.00	-16,965.00	5.75 %
G.E.M.T. (Medicaid)	-25,117.34	120,000.00	-145,117.34	-20.93 %
Gas Royalties		0.00	0.00	
Grant Awards	50,962.50	339,587.00	-288,624.50	15.01 %
Interest Earned on Investments	21,537.00	90,000.00	-68,463.00	23.93 %
Intergovernmental		0.00	0.00	
Miscellaneous Revenue	250.00	20,000.00	-19,750.00	1.25 %
Property Taxes				
Taxes - Current				
Local Option Levy		3,048,097.00	-3,048,097.00	
Permanent Rate Levy		1,633,273.00	-1,633,273.00	
HERT Turnover	48.11	0.00	48.11	
Total Permanent Rate Levy	48.11	1,633,273.00	-1,633,224.89	0.00 %
Total Taxes - Current	48.11	4,681,370.00	-4,681,321.89	0.00 %
Taxes - Prior Years	43,242.85	105,000.00	-61,757.15	41.18 %
Total Property Taxes	43,290.96	4,786,370.00	-4,743,079.04	0.90 %
Transfer from Grant Fund		0.00	0.00	
Total 1. GENERAL FUND REVENUES	3,141,386.66	8,900,779.00	-5,759,392.34	35.29 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	27,519.34	68,050.00	-40,530.66	40.44 %
Grant Award	568.00	113,350.00	-112,782.00	0.50 %
Interfund Loan from General		0.00	0.00	
Total 2. GRANT FUND REVENUE	28,087.34	181,400.00	-153,312.66	15.48 %
3. PROPERTY FUND REVENUES				
Begin Available Cash On Hand	109,130.76	300,352.00	-191,221.24	36.33 %
Grant Income		0.00	0.00	
Interest Earned on Investments	844.57	4,000.00	-3,155.43	21.11 %
Transfers In		400,000.00	-400,000.00	
Total 3. PROPERTY FUND REVENUES	109,975.33	704,352.00	-594,376.67	15.61 %
4. PERSONNEL SVCS FUND REVEN				
Begin Available Cash On Hand	217,033.48	210,324.00	6,709.48	103.19 %
Interest Earned on Investments	2,062.72	4,000.00	-1,937.28	51.57 %
Transfers In		0.00	0.00	
Total 4. PERSONNEL SVCS FUND REVEN	219,096.20	214,324.00	4,772.20	102.23 %
Total Income	\$3,498,545.53	\$10,000,855.00	\$ -6,502,309.47	34.98 %
GROSS PROFIT	\$3,498,545.53	\$10,000,855.00	\$ -6,502,309.47	34.98 %

Scappoose Rural Fire Protection District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	125,651.97	924,971.00	-799,319.03	13.58 %
560 Personnel Salaries	625,362.04	3,539,550.00	-2,914,187.96	17.67 %
570 SocSec/Medicare(FICA)	49,102.49	284,163.00	-235,060.51	17.28 %
580 Volunteer Services	12,816.00	37,000.00	-24,184.00	34.64 %
590 Personnel Benefits	158,217.03	1,114,745.00	-956,527.97	14.19 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	971,149.53	5,900,429.00	-4,929,279.47	16.46 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	16,609.00	191,000.00	-174,391.00	8.70 %
680 Communications Maintenance	31.89	6,100.00	-6,068.11	0.52 %
720 Public Fire Services	273.93	14,500.00	-14,226.07	1.89 %
730 Property & Liability Insur.	1,973.00	93,000.00	-91,027.00	2.12 %
740 Uniforms	1,660.42	20,000.00	-18,339.58	8.30 %
750 Maintenance on Equipment	37,695.23	130,000.00	-92,304.77	29.00 %
760 Administration	9,736.51	70,150.00	-60,413.49	13.88 %
765 Information Technology	11,831.92	122,800.00	-110,968.08	9.64 %
770 Cleaning Materials & Supplies	720.27	5,500.00	-4,779.73	13.10 %
775 Emerg. Operating Supplies	10,802.44	90,000.00	-79,197.56	12.00 %
780 Building & Grounds Maint.	3,321.18	85,000.00	-81,678.82	3.91 %
790 Training	1,763.02	106,300.00	-104,536.98	1.66 %
810 Utilities	3,868.77	40,000.00	-36,131.23	9.67 %
870 EMS Operations	17,232.01	136,000.00	-118,767.99	12.67 %
Total 1.2 GENERAL FUND MATERIAL & SVC	117,519.59	1,110,350.00	-992,830.41	10.58 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment		90,000.00	-90,000.00	
Total 1.3 GENERAL FUND CAPITL OUTLAY		90,000.00	-90,000.00	
Total 1...	1,088,669.12	7,100,779.00	-6,012,109.88	15.33 %
1.5 GENERAL FUND TRANSFER OUT				
Transfers to Property Fund		400,000.00	-400,000.00	
Total 1.5 GENERAL FUND TRANSFER OUT		400,000.00	-400,000.00	
1.6 GENERAL FUND CONTINGENCY		400,000.00	-400,000.00	
1.7 GENERAL RESERVED FOR FUTURE		1,000,000.00	-1,000,000.00	
Total 1..GENERAL FUND EXPENDITURES	1,088,669.12	8,900,779.00	-7,812,109.88	12.23 %
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries		39,000.00	-39,000.00	
2. Personnel Benefits		39,000.00	-39,000.00	
Total 2.1 PERSONNEL SVCS		78,000.00	-78,000.00	
2.3 MATERIALS & SERVICES	152.03	88,400.00	-88,247.97	0.17 %

Scappoose Rural Fire Protection District

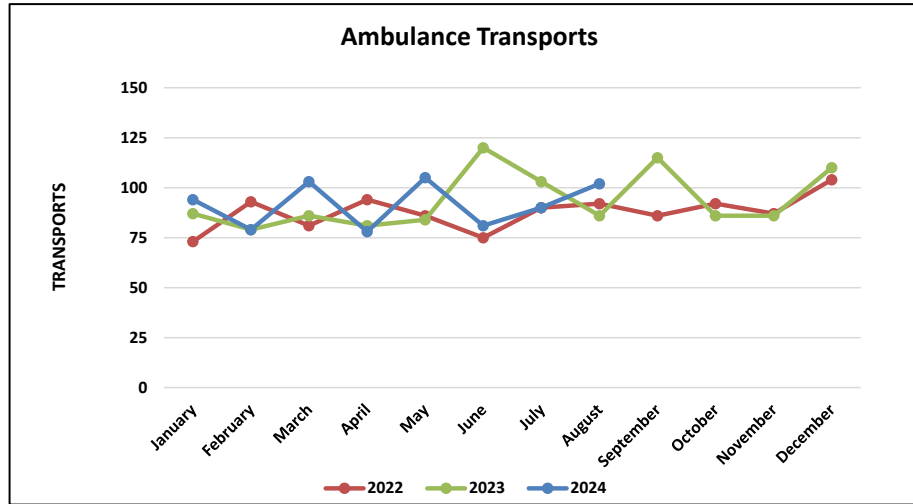
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

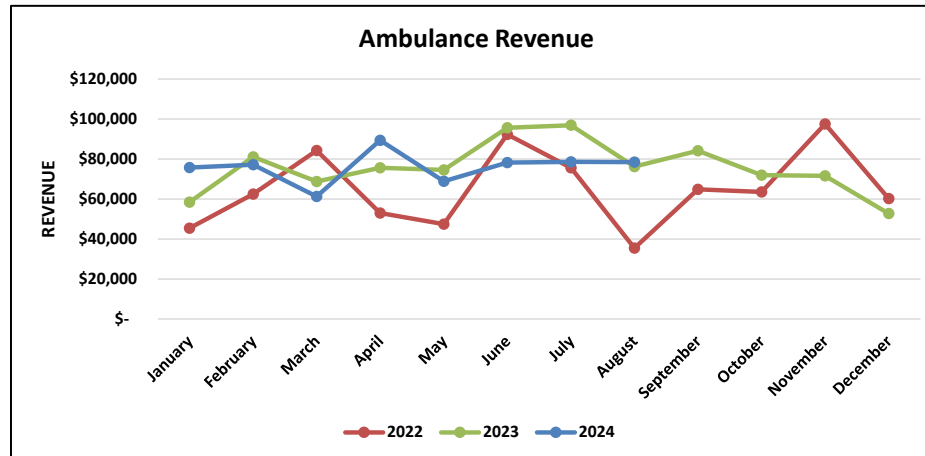
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
2.4 CAPITAL OUTLAY		15,000.00	-15,000.00	
Total 2. GRANT FUND EXPENSE	152.03	181,400.00	-181,247.97	0.08 %
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements		153,352.00	-153,352.00	
EMS Apparatus & Equipment		300,000.00	-300,000.00	
Fire Apparatus & Equipment	33,719.26	250,000.00	-216,280.74	13.49 %
Reserved for Future Expenses		1,000.00	-1,000.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY	33,719.26	704,352.00	-670,632.74	4.79 %
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service		209,324.00	-209,324.00	
Reserved for Future Expenses		5,000.00	-5,000.00	
Total 4. PERSONNEL SVC FUND EXPENSE		214,324.00	-214,324.00	
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$1,122,540.41	\$10,000,855.00	\$ -8,878,314.59	11.22 %
NET OPERATING INCOME	\$2,376,005.12	\$0.00	\$2,376,005.12	0.00%
Other Expenses				
Reconciliation Discrepancies	2,005.30		2,005.30	
Total Other Expenses	\$2,005.30	\$0.00	\$2,005.30	0.00%
NET OTHER INCOME	\$ -2,005.30	\$0.00	\$ -2,005.30	0.00%
NET INCOME	\$2,373,999.82	\$0.00	\$2,373,999.82	0.00%

**AMBULANCE BILLING
&
TRANSPORT REPORT**

Month	2022	2023	2024
January	73	87	94
February	93	79	79
March	81	86	103
April	94	81	78
May	86	84	105
June	75	120	81
July	90	103	90
August	92	86	102
September	86	115	
October	92	86	
November	87	86	
December	104	110	



Month	2022	2023	2024
January	\$ 45,385	\$ 58,387	\$ 75,767
February	\$ 62,509	\$ 81,019	\$ 77,119
March	\$ 84,303	\$ 68,763	\$ 61,251
April	\$ 52,956	\$ 75,599	\$ 89,377
May	\$ 47,415	\$ 74,577	\$ 68,797
June	\$ 92,324	\$ 95,639	\$ 78,232
July	\$ 75,581	\$ 96,872	\$ 78,582
August	\$ 35,455	\$ 76,175	\$ 78,410
September	\$ 64,803	\$ 84,125	
October	\$ 63,485	\$ 71,943	
November	\$ 97,509	\$ 71,590	
December	\$ 60,188	\$ 52,699	



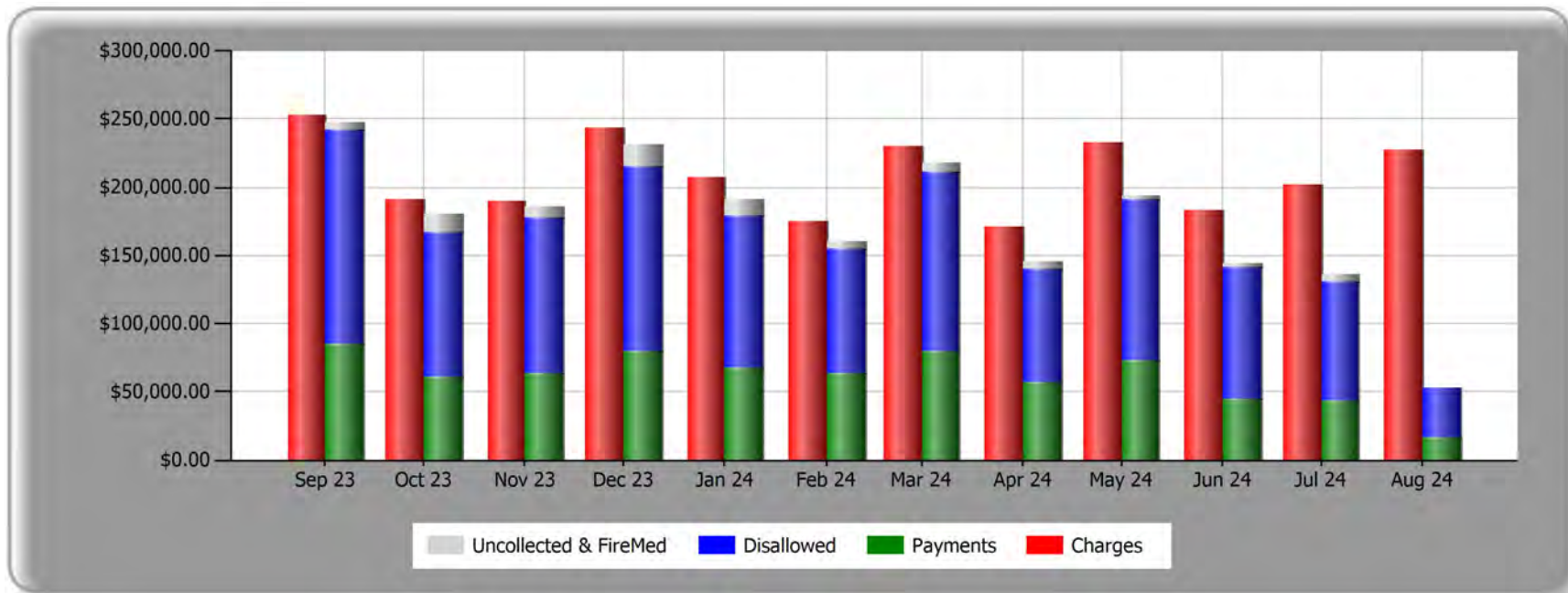
**Scappoose RFPD
ANNUAL COLLECTION STATISTICS**

Date Of Service	9/1/2023
Date Of Service	8/31/2024
Invoices	0
Company	Scappoose RFPD

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Sep 23	115	252,600.20	-85,020.14	34 %	-871.80	0 %	-157,902.04	63 %	-4,299.71	2 %	4,506.51	2 %
Oct 23	86	190,960.40	-60,754.66	32 %	-775.00	0 %	-106,994.74	56 %	-11,528.16	6 %	10,907.84	6 %
Nov 23	86	189,492.80	-63,960.34	34 %	-1,400.00	1 %	-113,456.00	60 %	-7,820.00	4 %	2,856.46	2 %
Dec 23	110	244,041.00	-80,519.09	33 %	-3,226.95	1 %	-135,017.05	55 %	-12,457.32	5 %	12,820.59	5 %
Jan 24	94	207,456.20	-68,411.17	33 %	-5,791.24	3 %	-111,255.88	54 %	-5,300.93	3 %	16,696.98	8 %
Feb 24	79	175,007.00	-63,226.81	36 %	-1,850.00	1 %	-91,895.13	53 %	-3,379.00	2 %	14,656.06	8 %
Mar 24	104	229,821.00	-79,807.04	35 %	-2,366.20	1 %	-131,910.27	57 %	-4,640.60	2 %	11,096.89	5 %
Apr 24	78	171,427.20	-57,734.38	34 %	-2,615.01	2 %	-83,016.07	48 %	-2,248.80	1 %	25,812.94	15 %
May 24	105	233,626.40	-72,718.84	31 %	-3,551.22	2 %	-118,405.89	51 %	0.00	0 %	38,950.45	17 %
Jun 24	83	183,513.80	-45,595.55	25 %	-2,250.00	1 %	-96,671.97	53 %	0.00	0 %	38,996.28	21 %
Jul 24	91	202,028.60	-43,331.81	21 %	-2,175.00	1 %	-88,123.48	44 %	-2,160.80	1 %	66,237.51	33 %
Aug 24	102	227,040.20	-16,284.57	7 %	0.00	0 %	-36,325.18	16 %	0.00	0 %	174,430.45	77 %

1,133 2,507,014.80 -737,364.40 -26,872.42 -1,270,973.70 -53,835.32 417,968.96

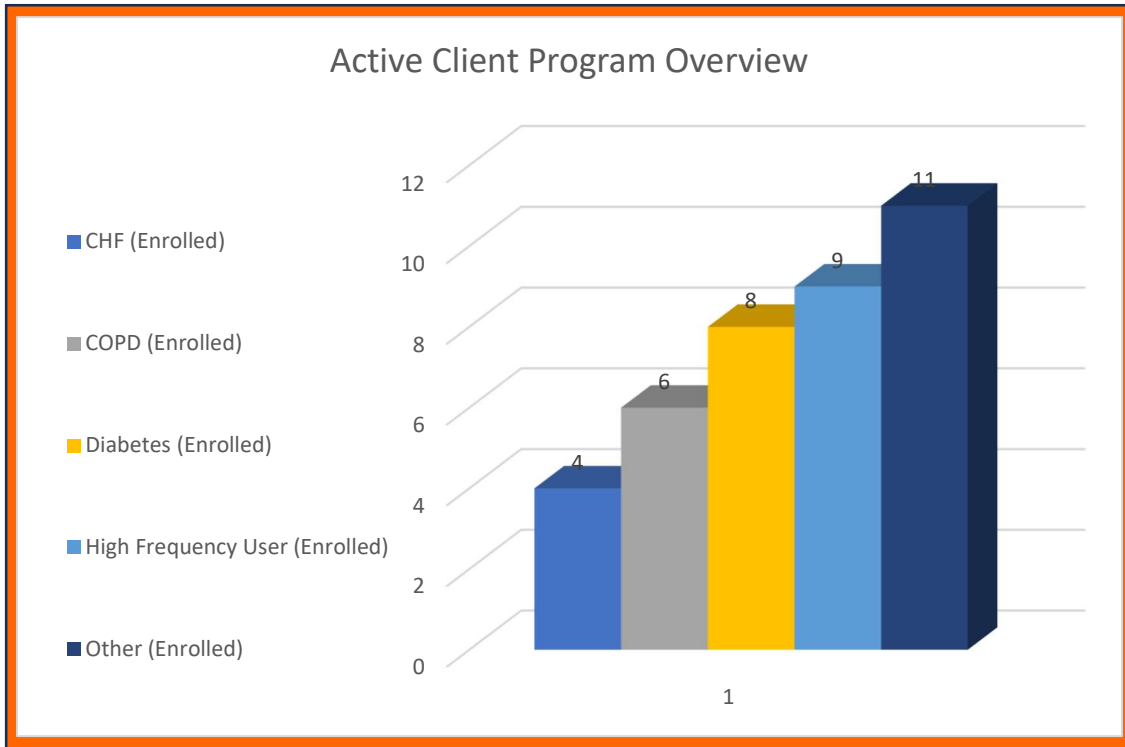
All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



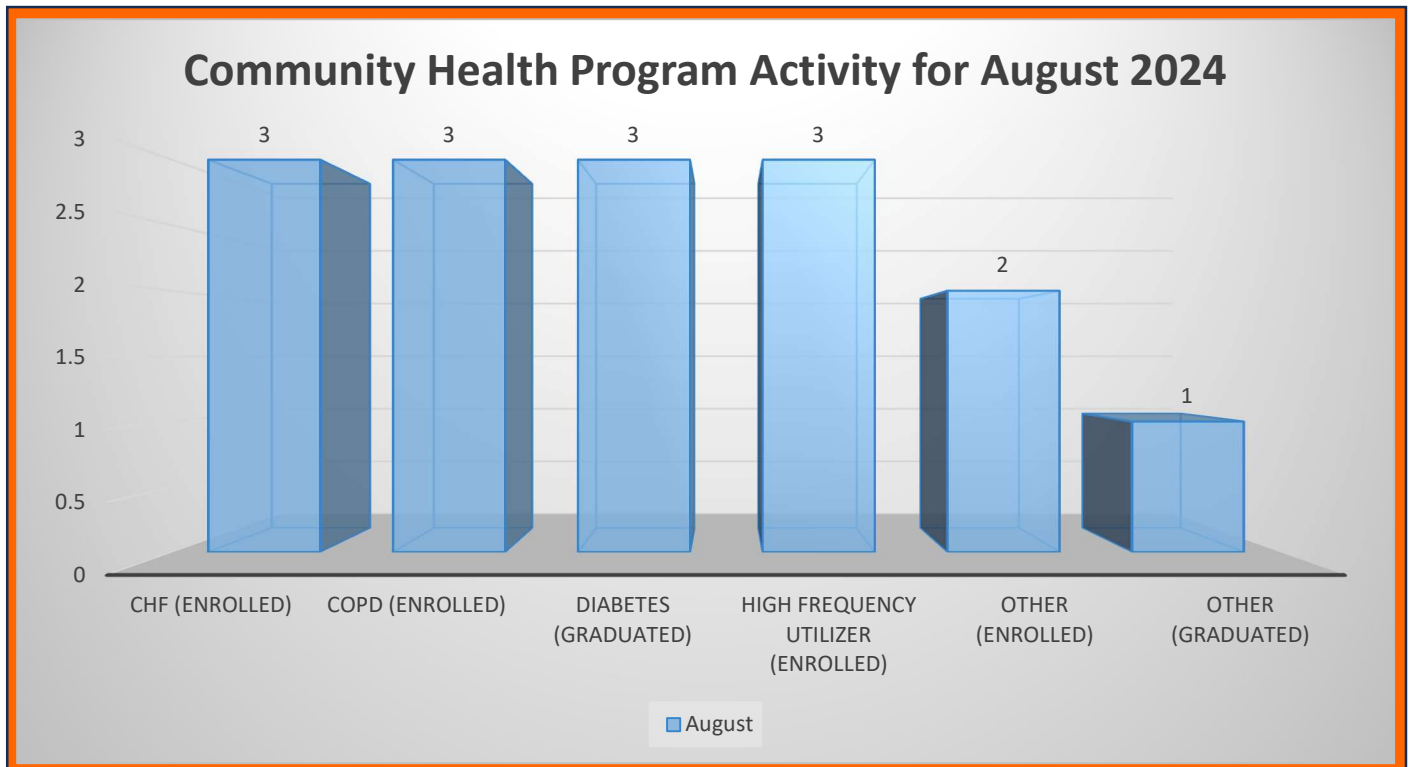
COMMUNITY PARAMEDIC REPORT

August 2024 Community Paramedic Program Report

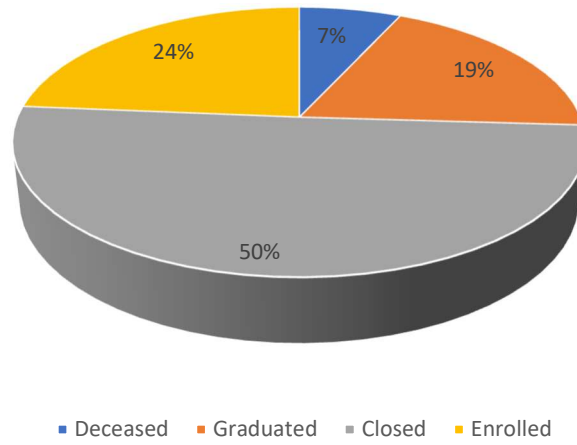
As of **August 31, 2024**, our Community Paramedic has **38 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **19 years old**, the oldest being **94 years old**, with the average age being **59 years old**.



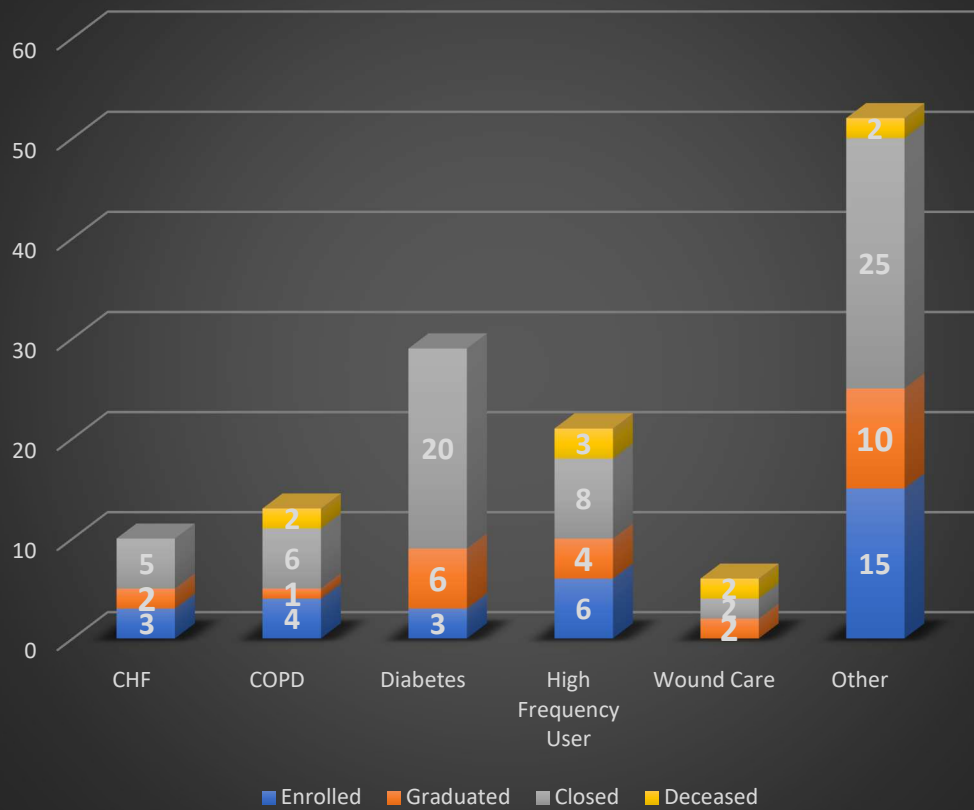
The graphic below represents program status changes that occurred in **August 2024**.



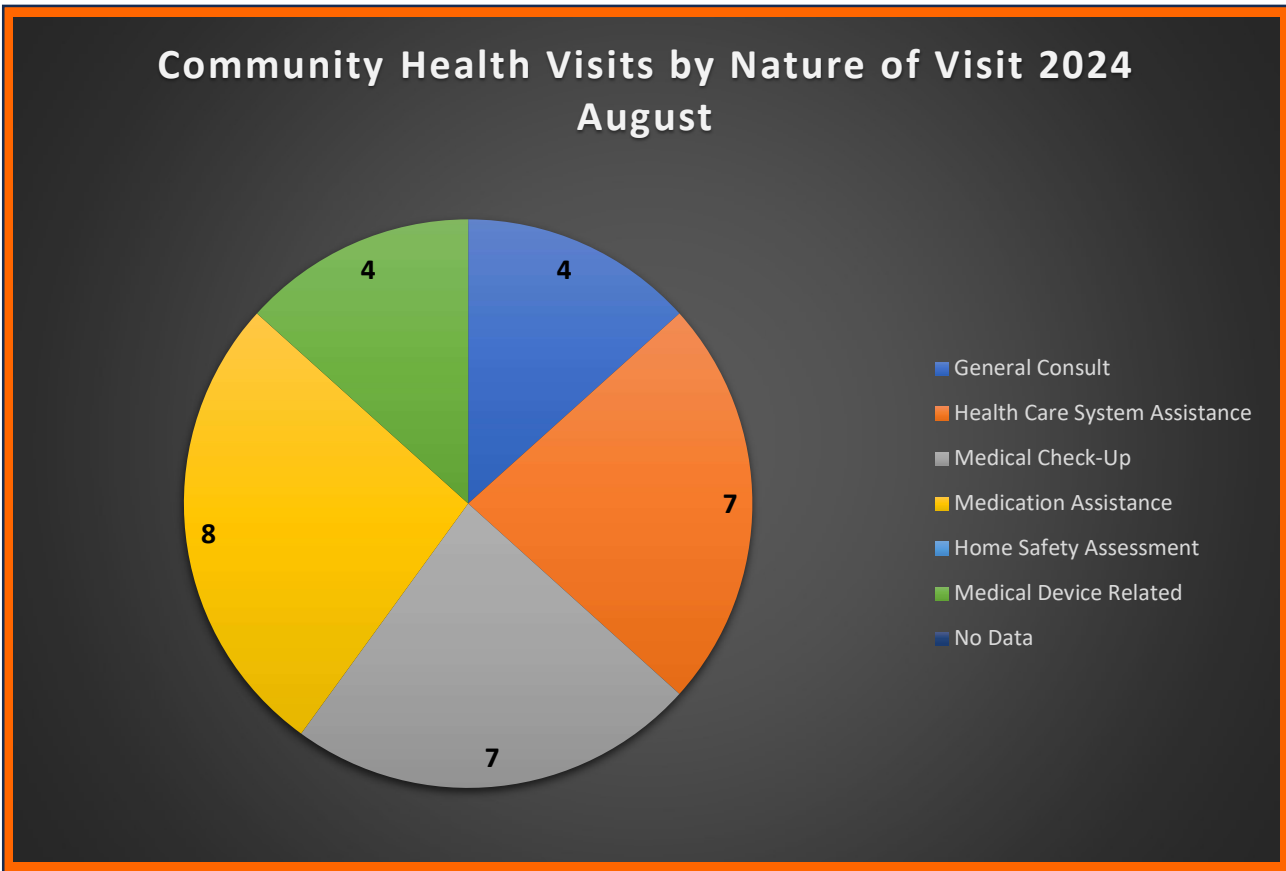
Client Program Status Update Overview 2024



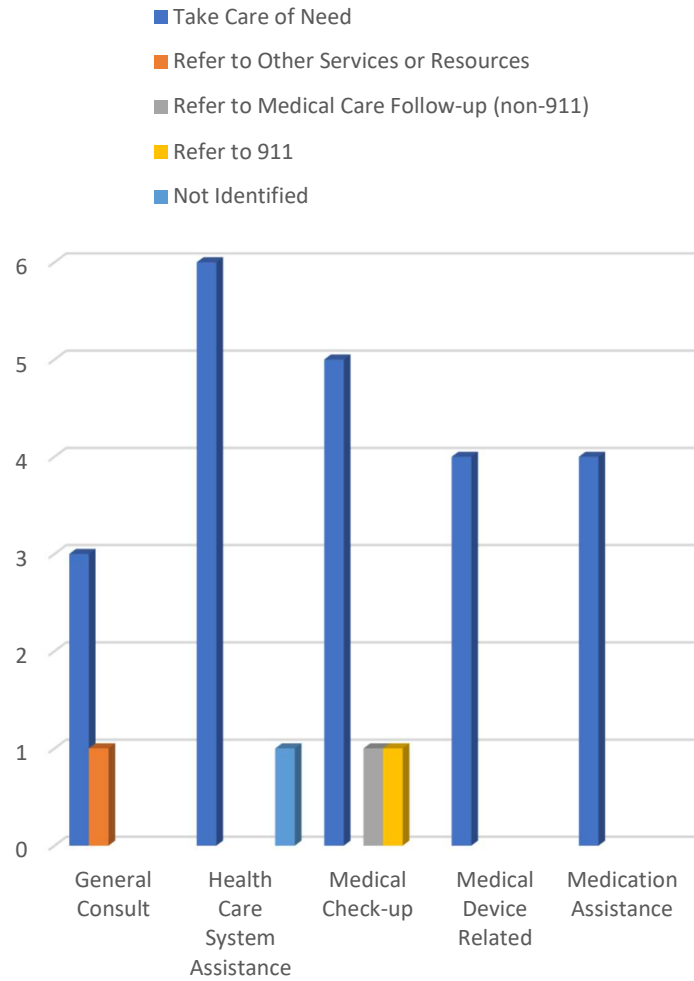
Client Program Update Overview 2024



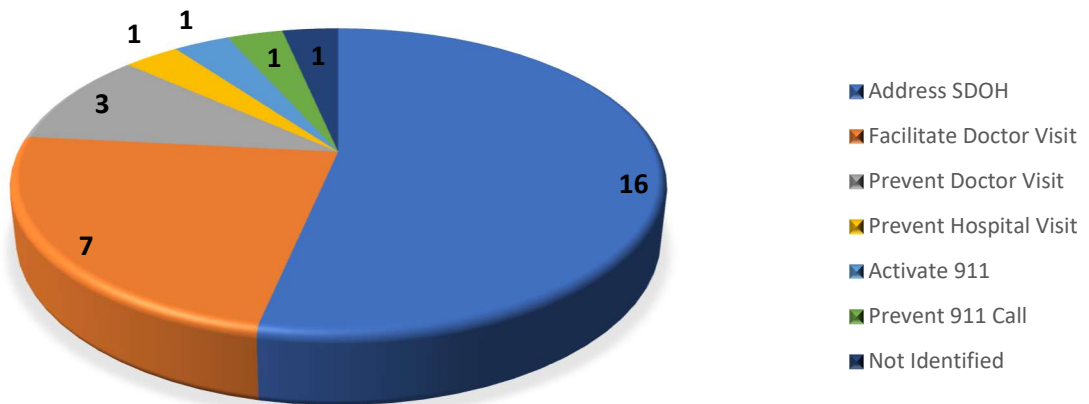
The total number of documented client visits during **August 2024** is **30** compared to **3** during the same time period in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for **August 2023 / 2024**.



Services Performed During Visits August 2024

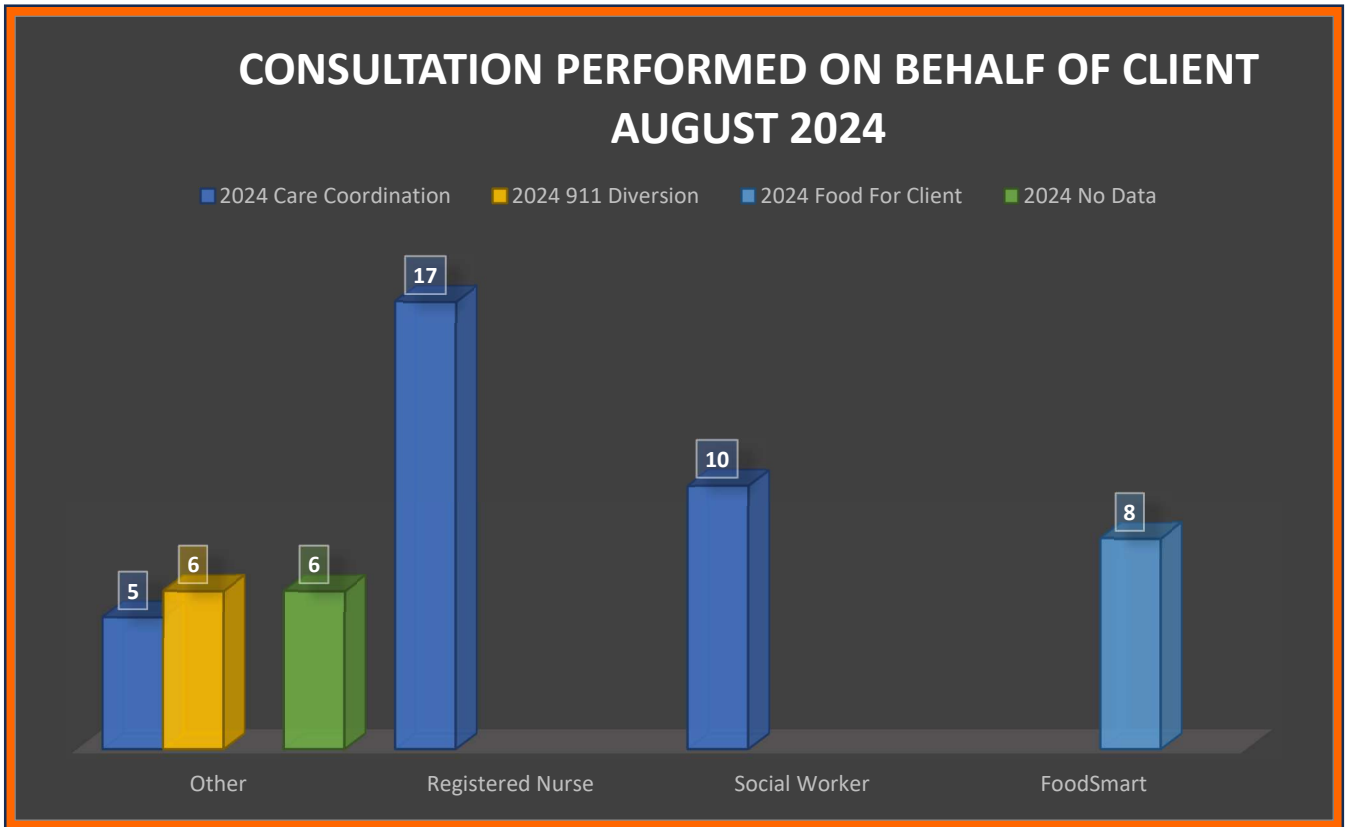


VISIT OUTCOME SUMMARY AUGUST 2024



*SDOH = Social Determinants of Health

A significant amount of the Community Paramedic's work is Client Advocacy. The chart below shows the number of times in **August 2024** resources were contacted on behalf of a Client. The purpose of these consultations can range from simply scheduling a medical appointment; to filling a prescription; to sharing information following a home visit; to ensuring a Client has access to food.



*DME = Durable Medical Equipment

RESPONSE ACTIVITY REPORT

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

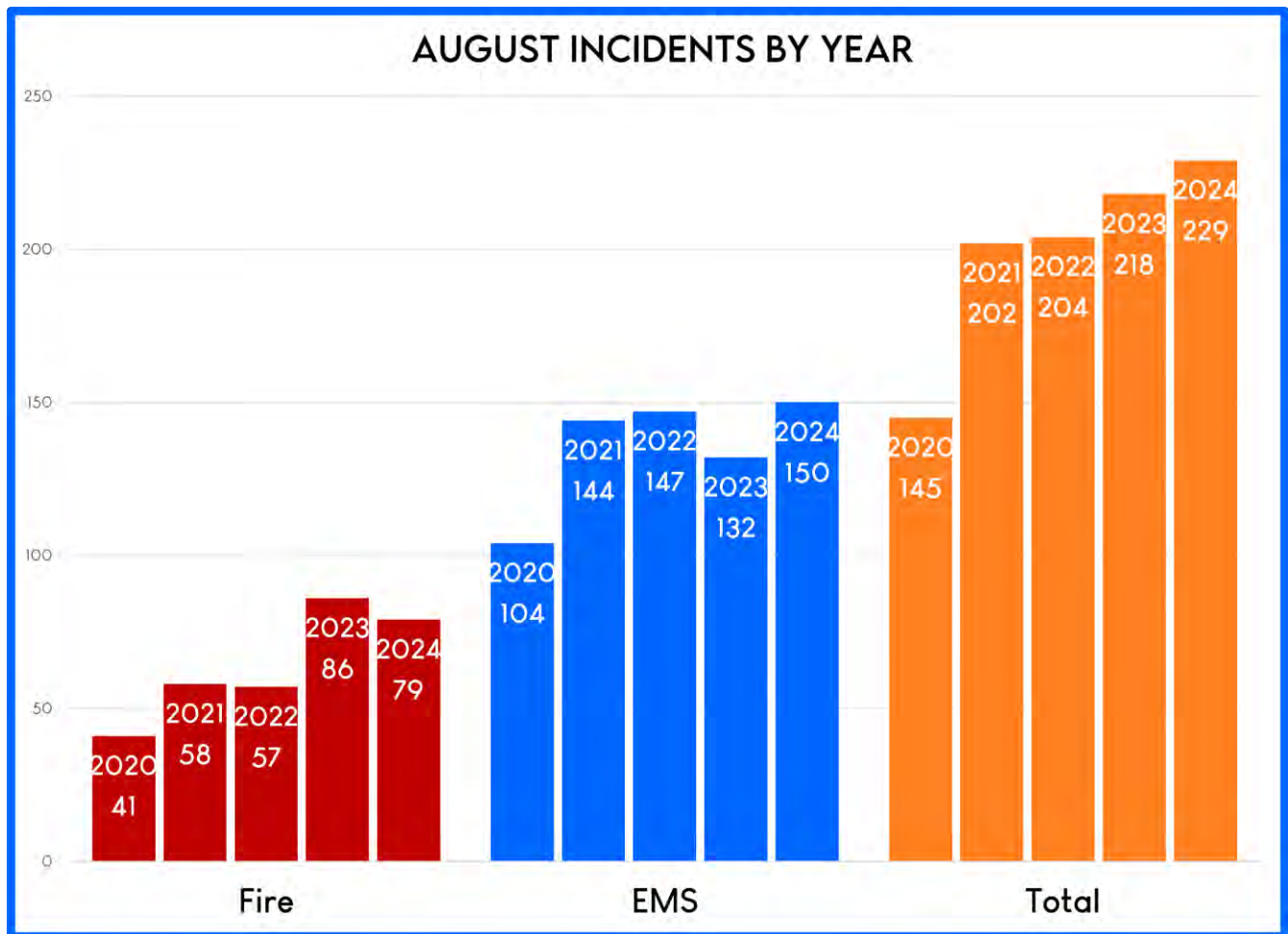


AUGUST 2024

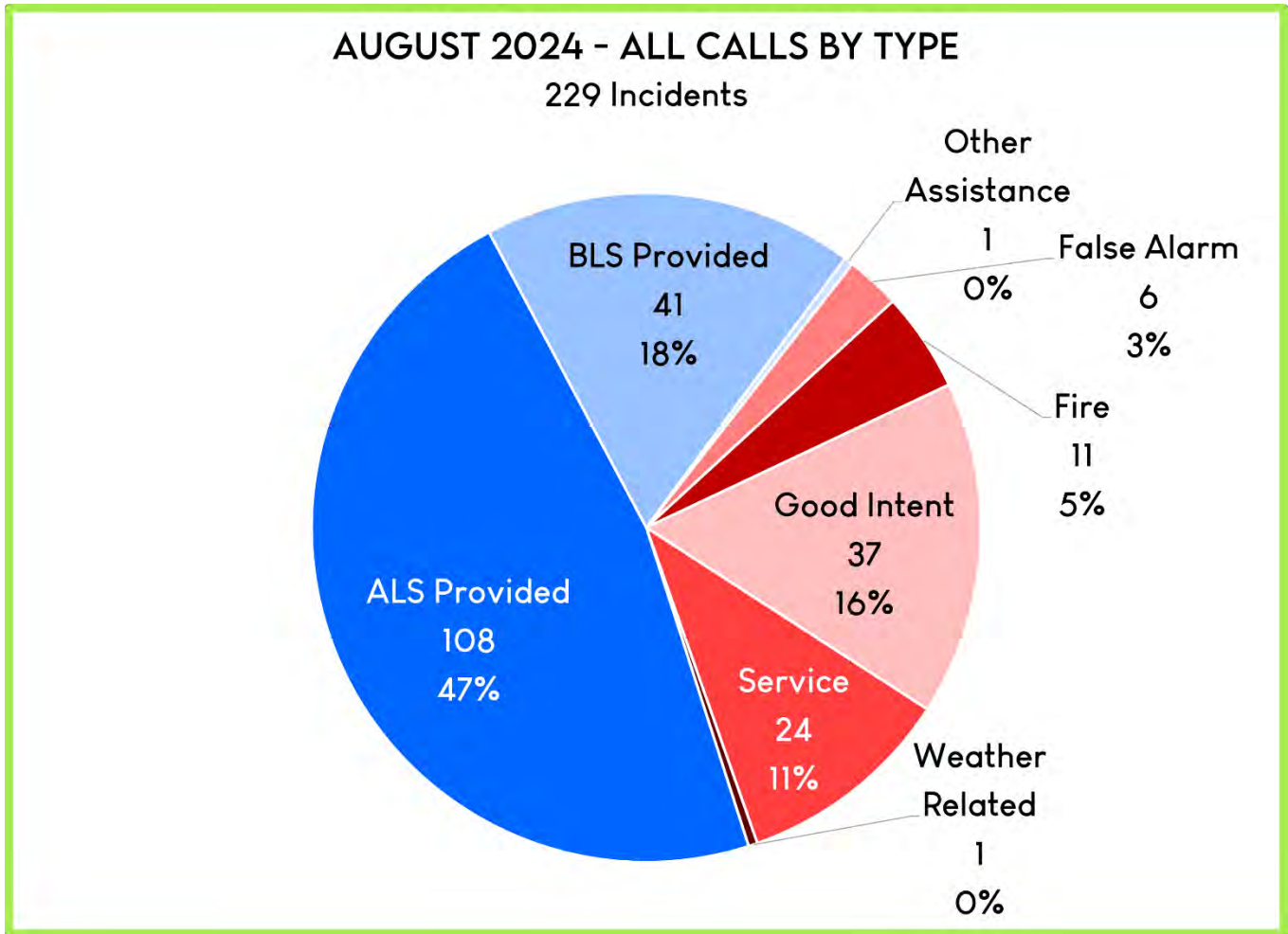
For the month of August, Scappoose Rural Fire Protection District responded to a total of 229 calls for service. There was a total of 488 apparatus responses spending 347 hours and 49 minutes of time. EMS incidents accounted for 66% of the call volume, while Fire incidents were 34%. There were 150 EMS related calls for the month, including a total of 162 patients treated, with 102 of those transported to area hospitals. COVID-19 was suspected or confirmed in 9 patients.

Approximately 55% of the calls for service (125 incidents) represent overlapping calls (at least one other call in progress). Approximately 36% (30 incidents) of the of the 83 incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There were 3 incidents where unit(s) were deployed for more than two days. Either of these situations could require units to respond to areas outside their base districts, which would result in increased response times as well as depleted available resources to respond to emergencies.

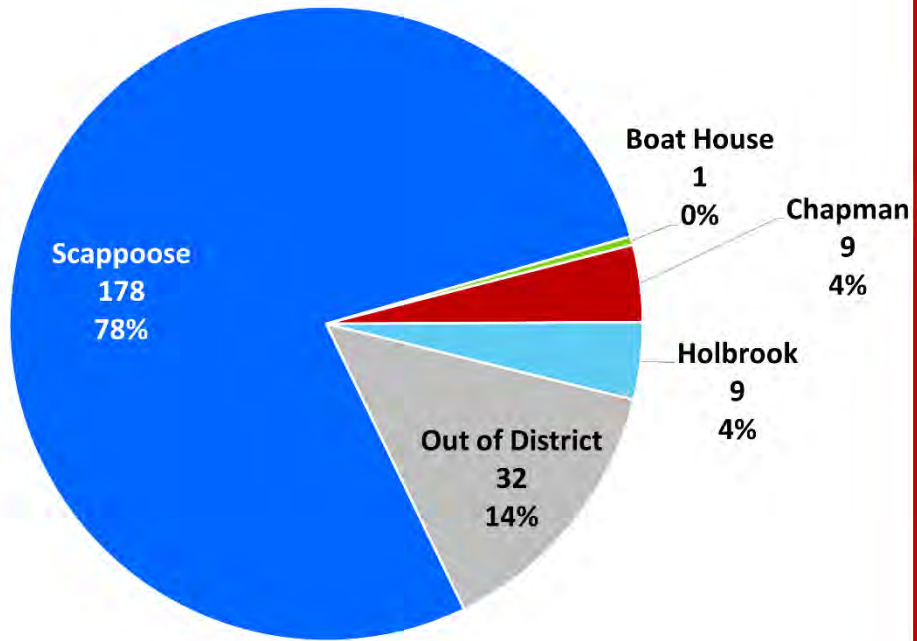
For the month of August, SRFD averaged 2.55 Fire calls per day and 4.84 EMS calls per day for an overall daily average of 7.39 calls per day. Total Fire & EMS incidents for the same month in 2023 was 218. There were 5.05% more calls this month compared to the same month last year.



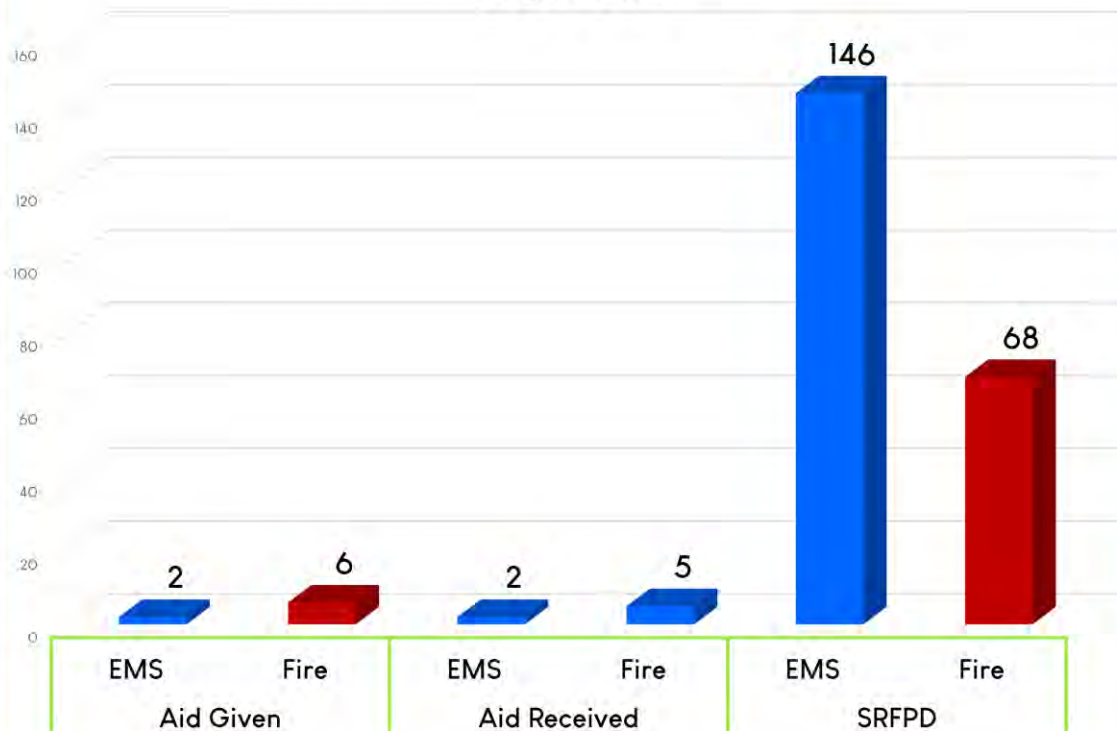
FIRE AND EMS CALL BREAKDOWN FOR AUGUST 2024



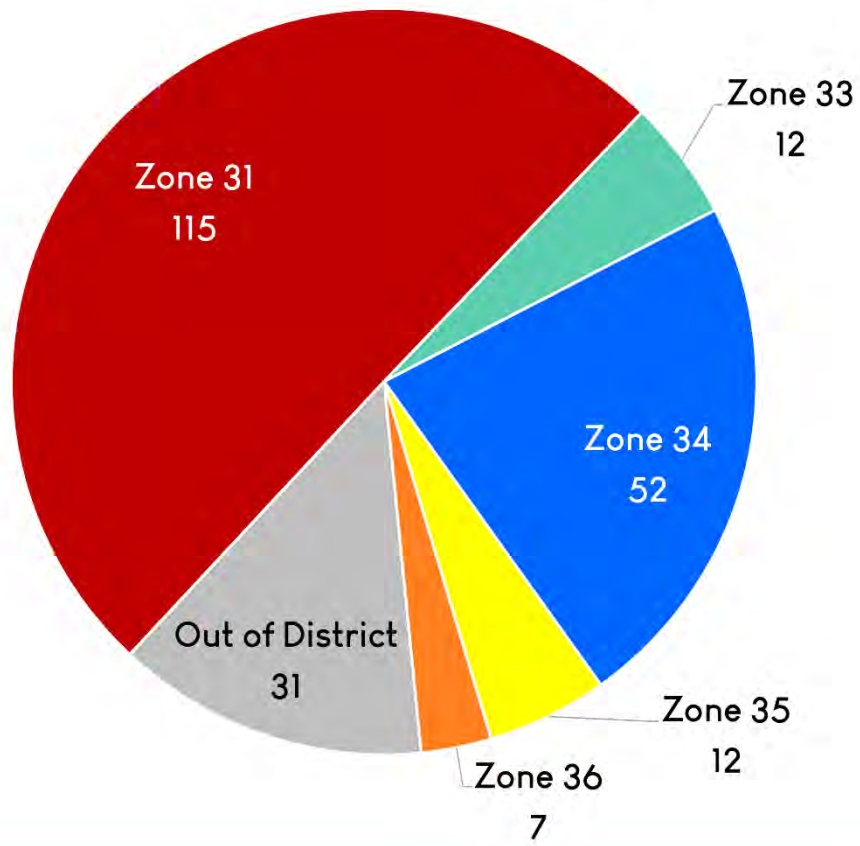
AUGUST 2024 - INCIDENTS BY STATION
 229 Incidents with 488 Apparatus Responses



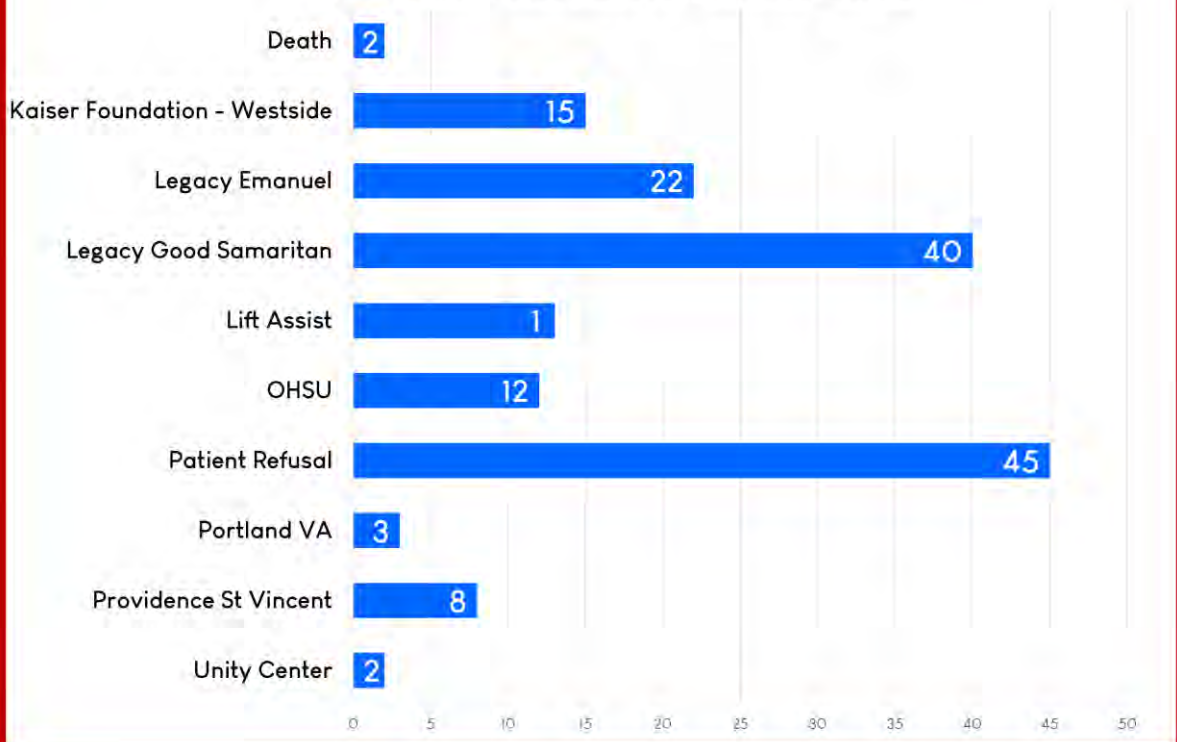
INCIDENTS BY RESPONDING JURISDICTION
 August 2024



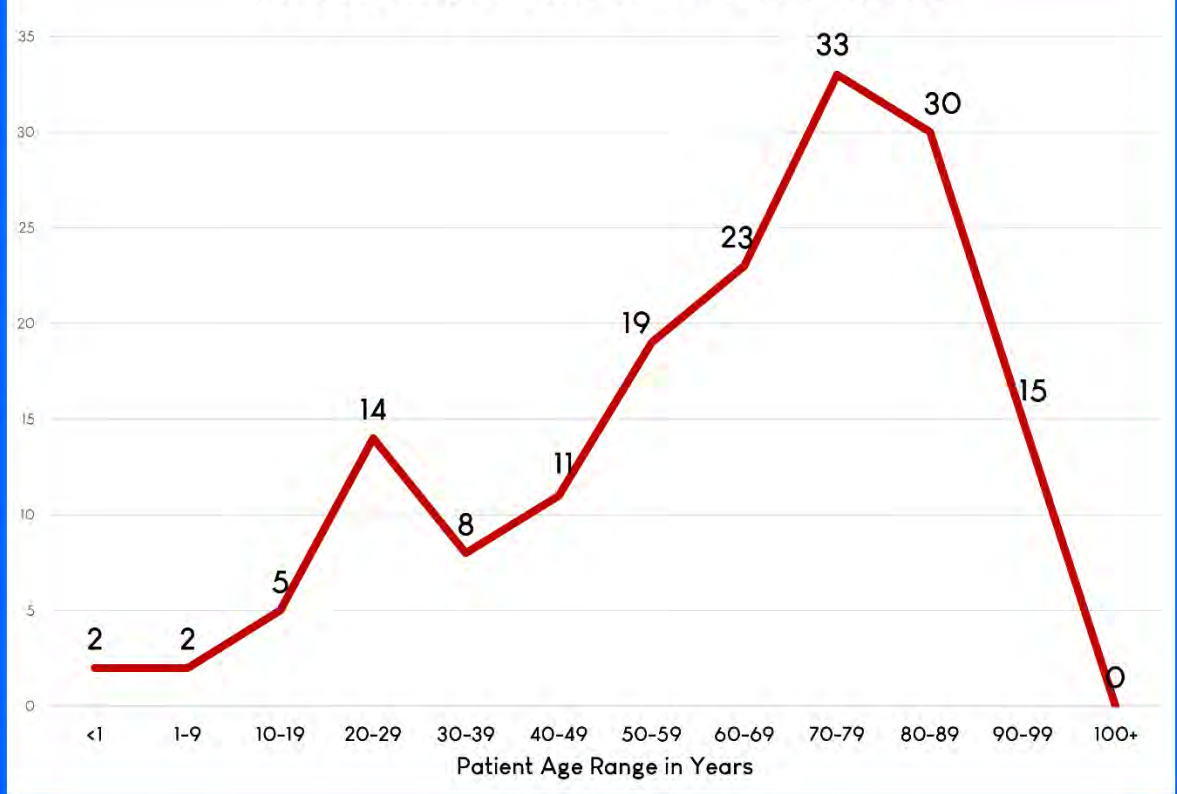
AUGUST 2024 - INCIDENTS BY ZONE



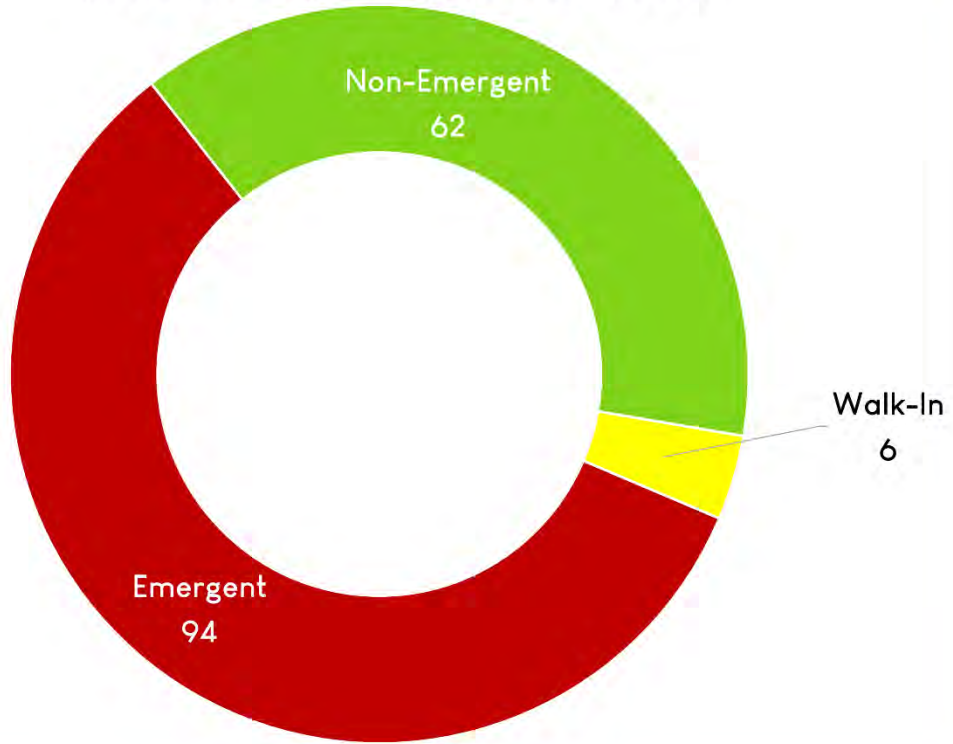
AUGUST 2024 - PATIENT DISPOSTION 162 PATIENTS TREATED; 102 TRANSPORTED



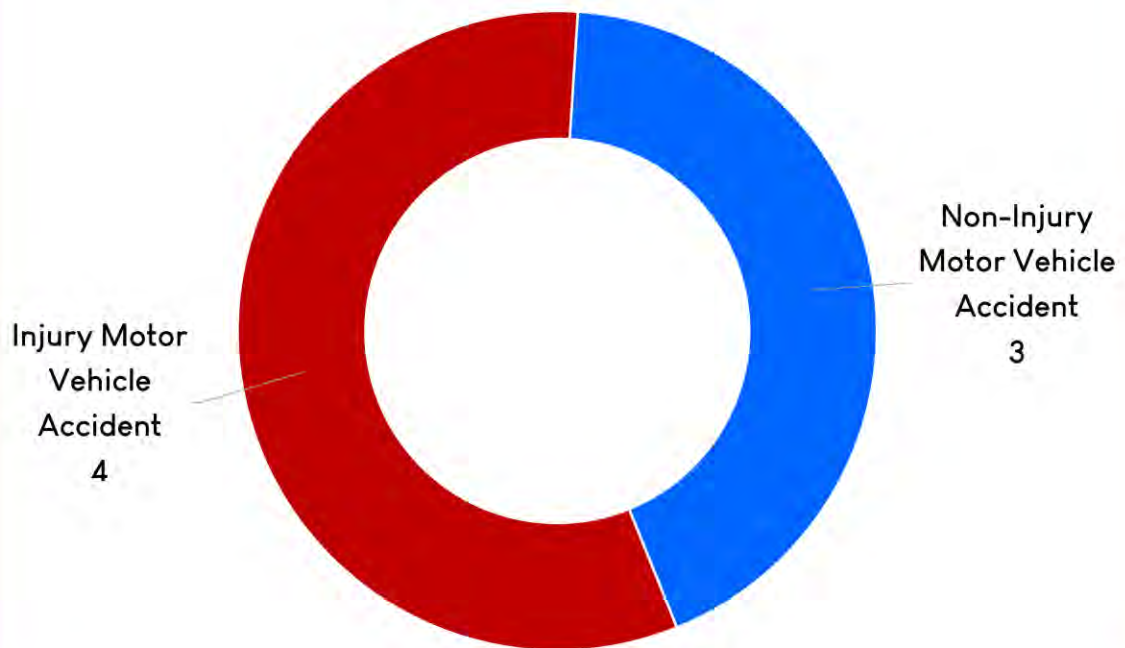
AUGUST 2024 - AGE OF PATIENTS TREATED

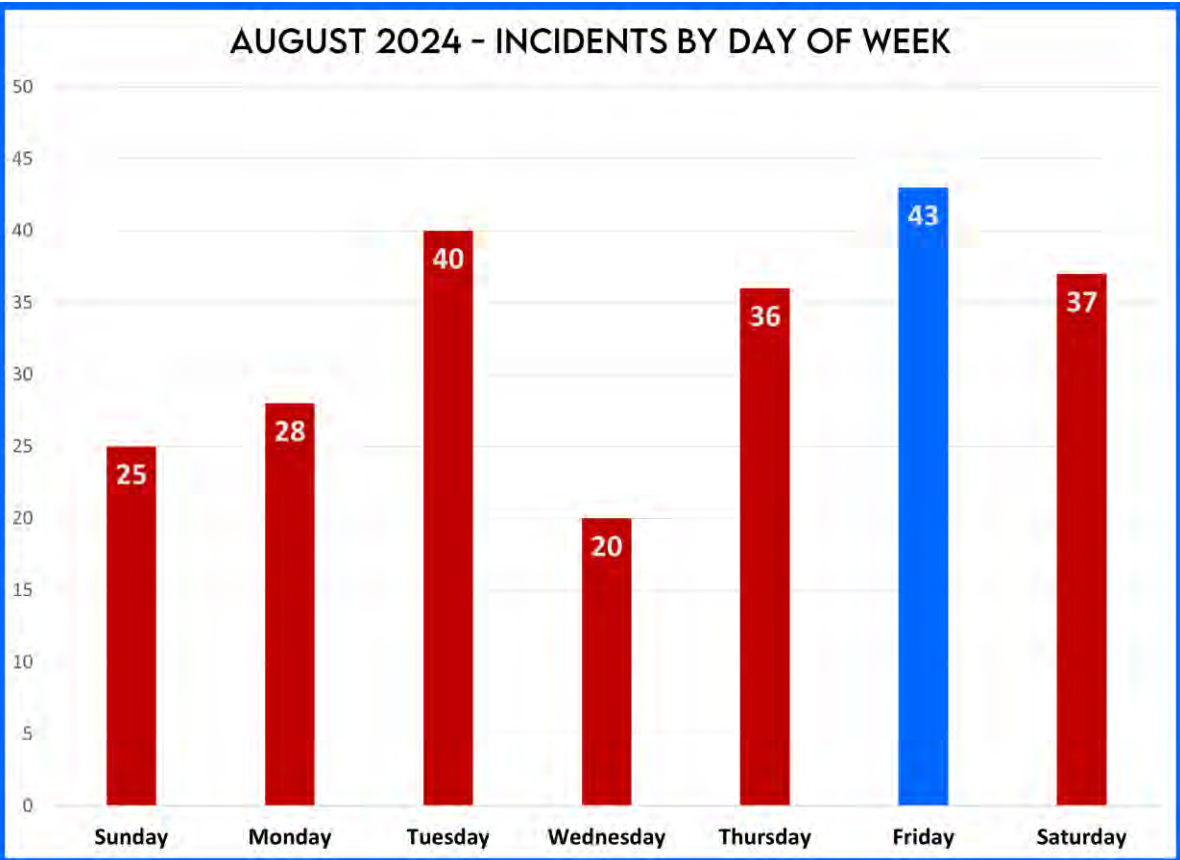
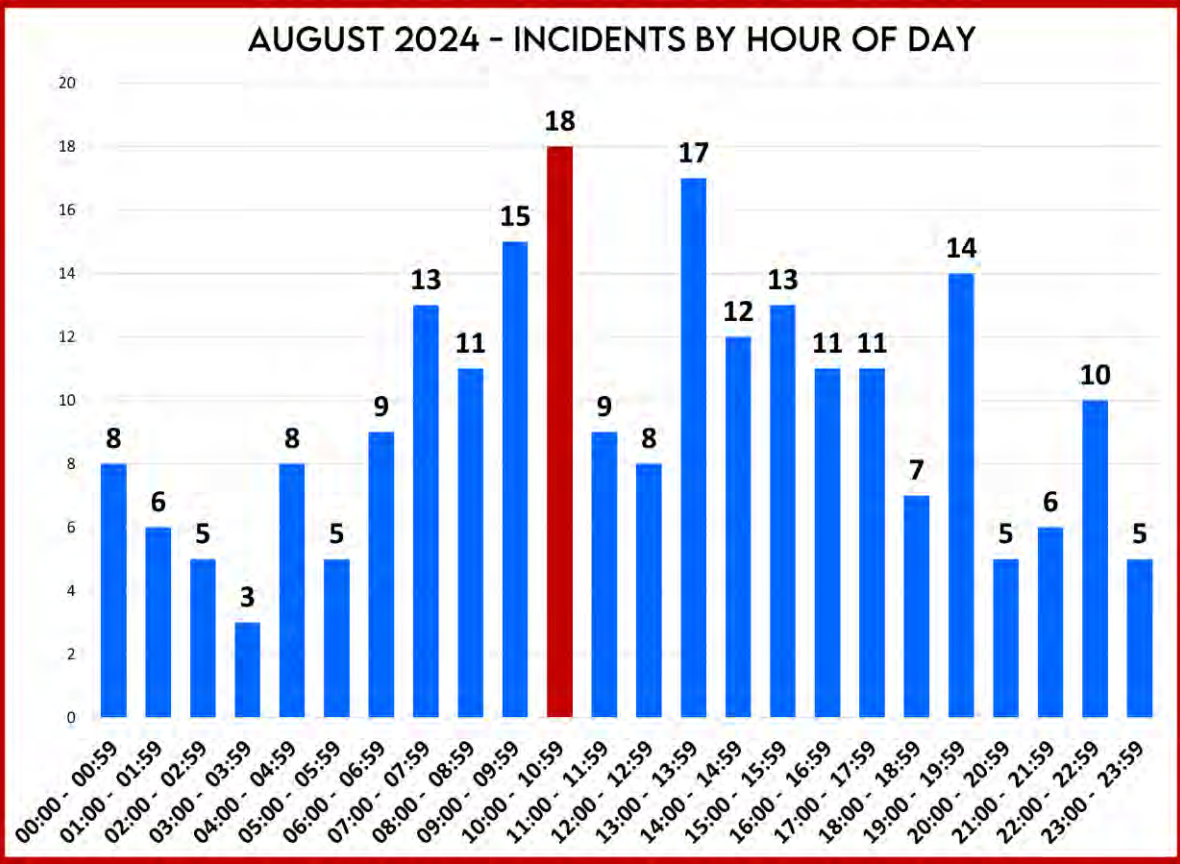


AUGUST 2024 - EMS RESPONSE MODE

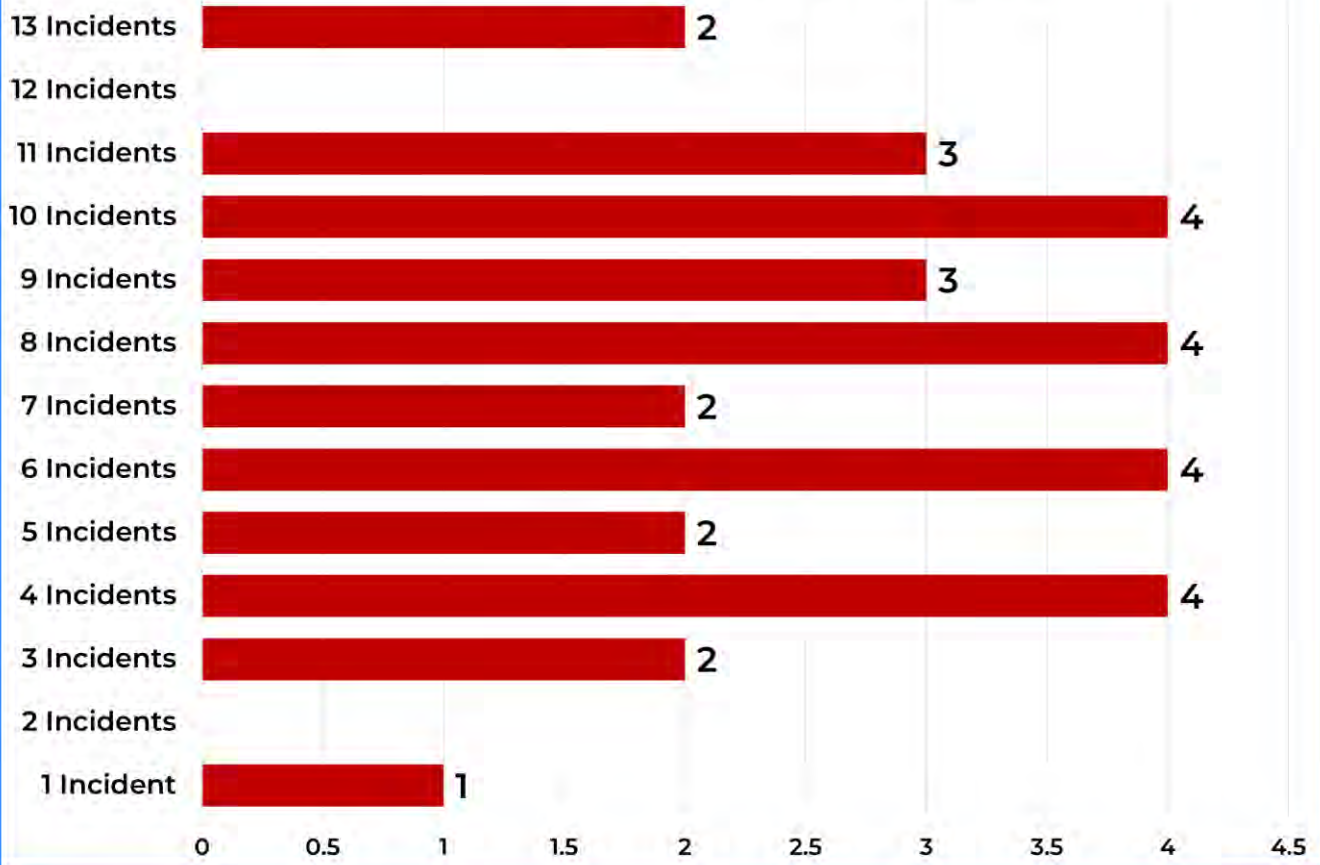


AUGUST 2024 - 7 MOTOR VEHICLE ACCIDENTS



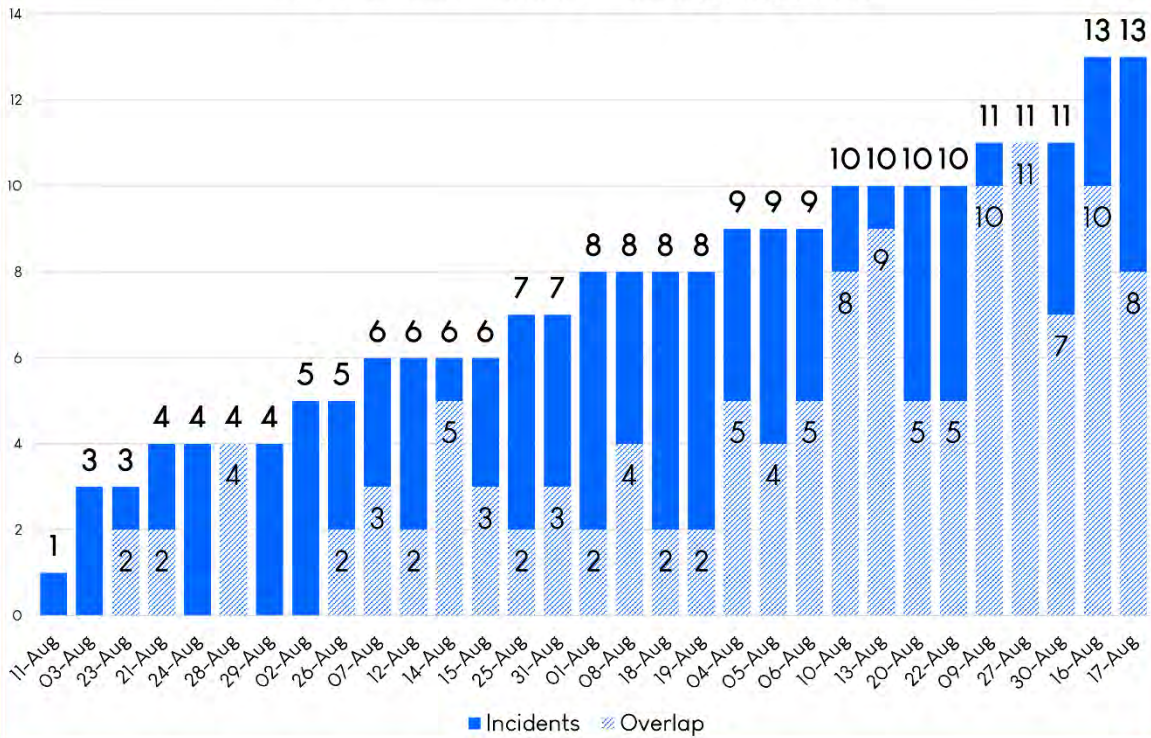


AUGUST 2024 - INCIDENT COUNT BY DAYS



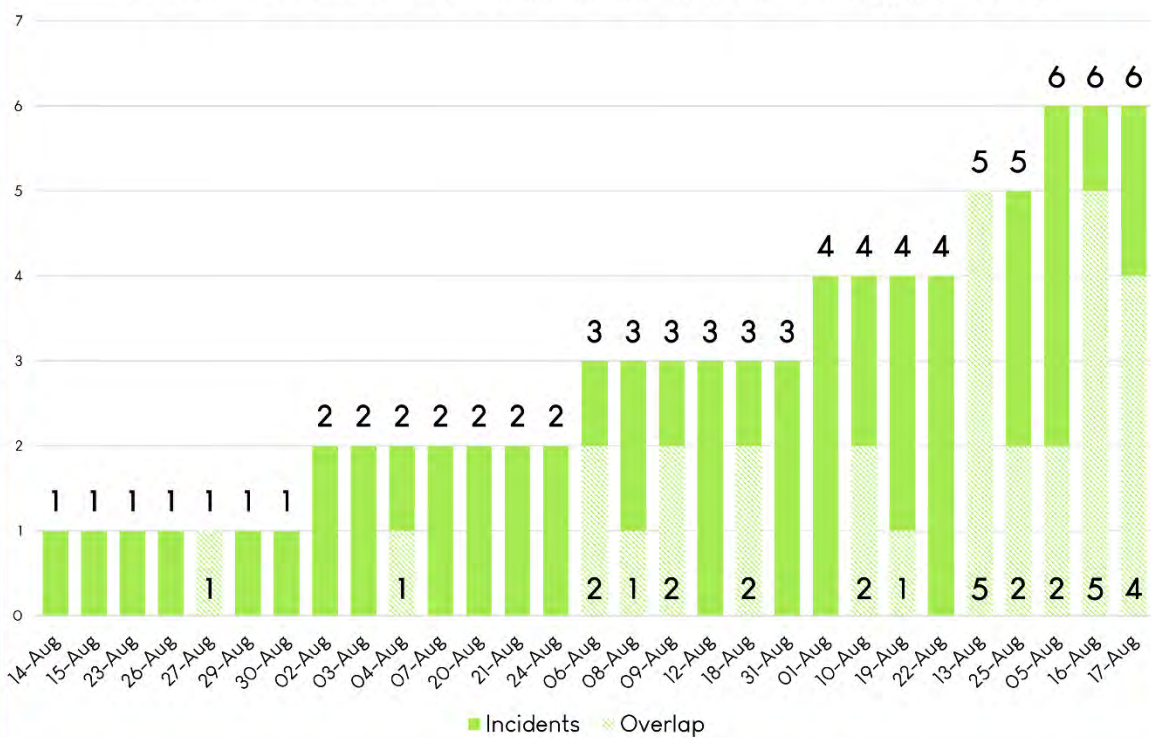
AUGUST 2024 - DATES AND OVERLAPPING INCIDENTS

229 Incidents with 125 Overlapping (55%)



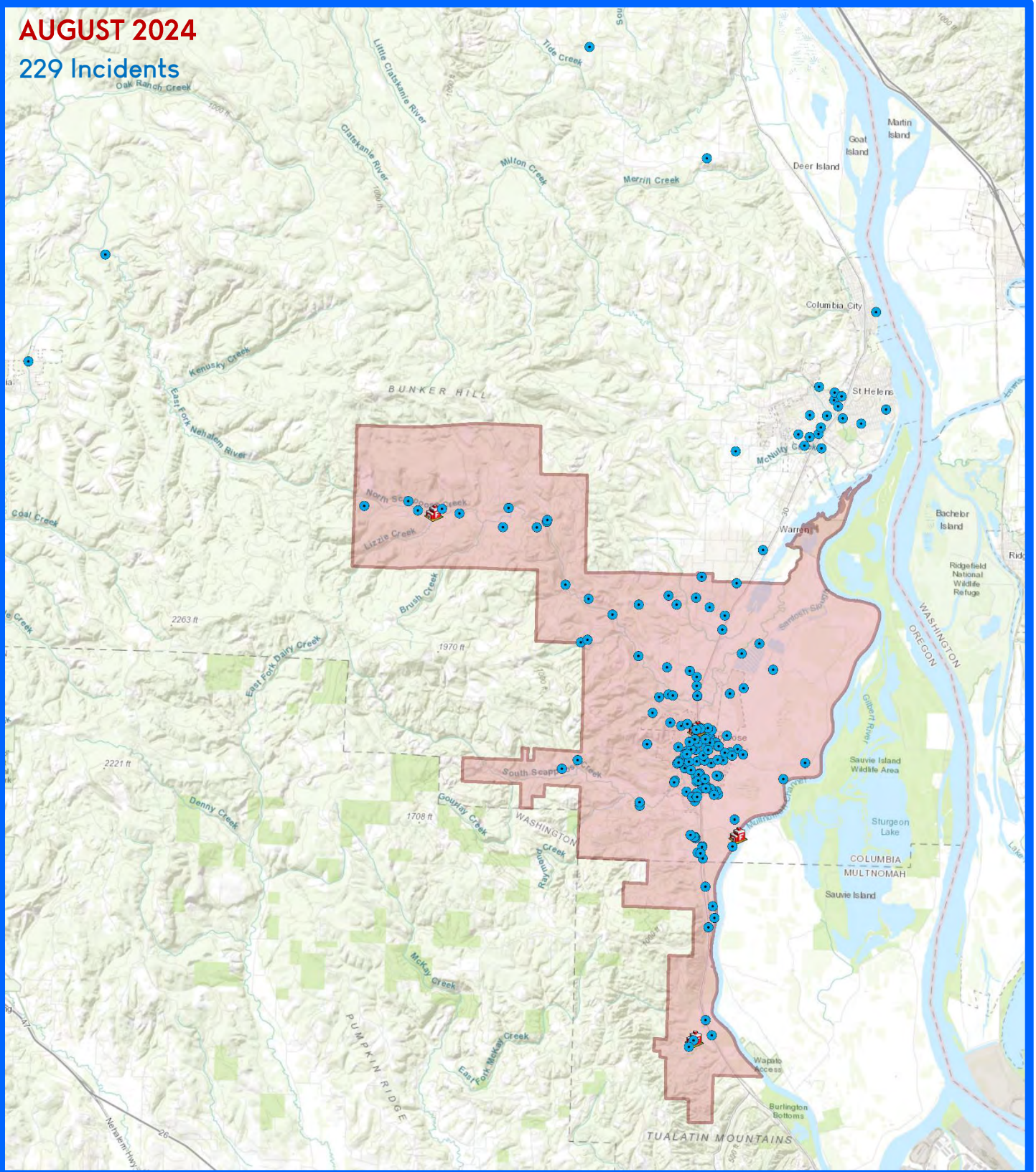
AUGUST 2024 - DATES AND OVERLAPPING INCIDENTS

Calls from 8 PM to 8 AM; 83 Incidents with 30 Overlapping (36%)



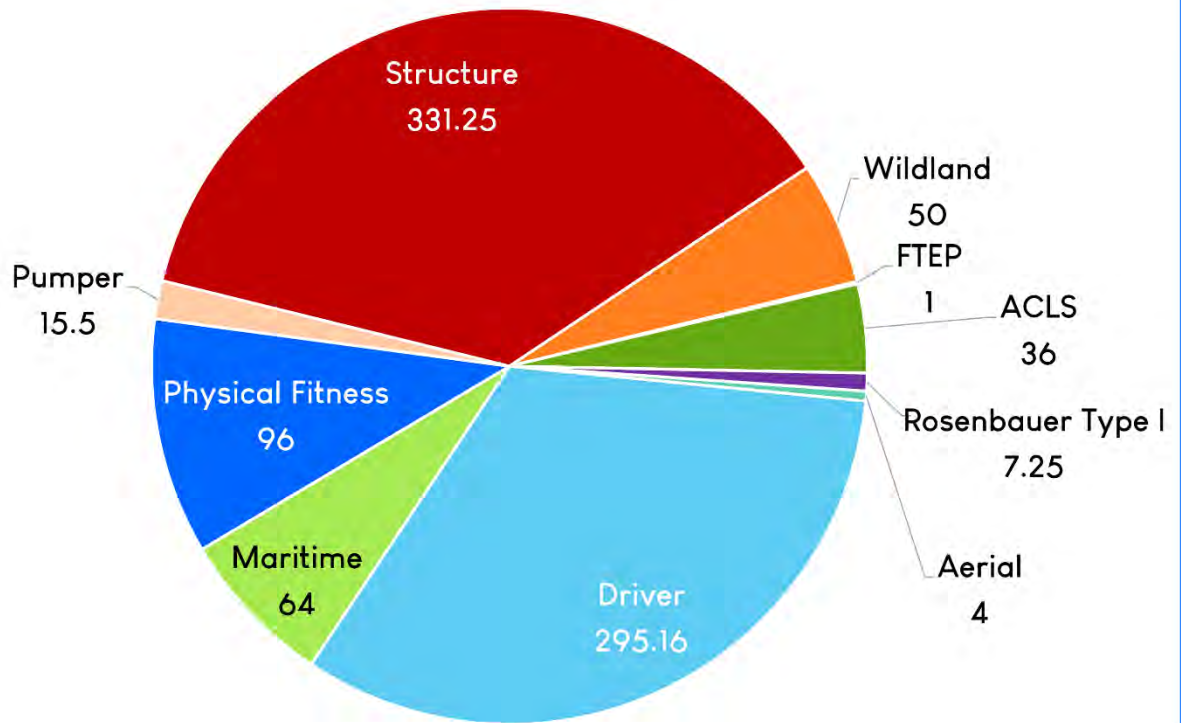
AUGUST 2024

229 Incidents

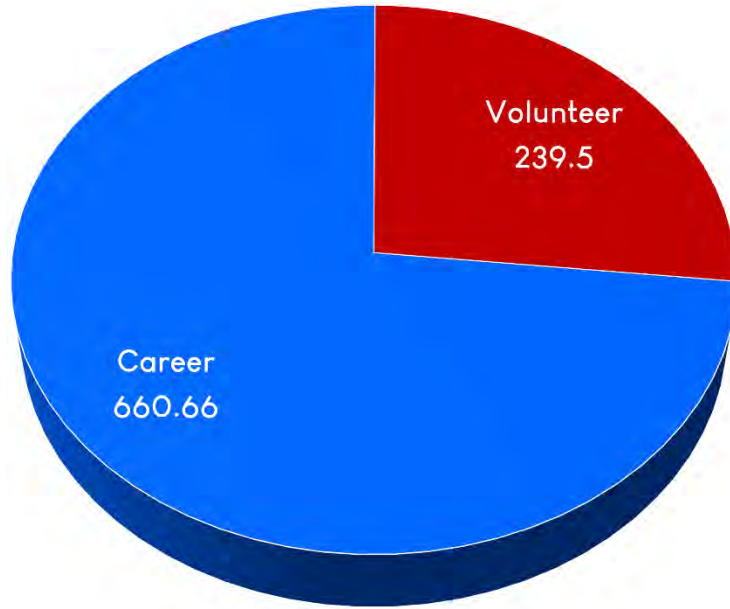


AUGUST 2024 - TRAINING HOURS BY SUB-CATEGORY

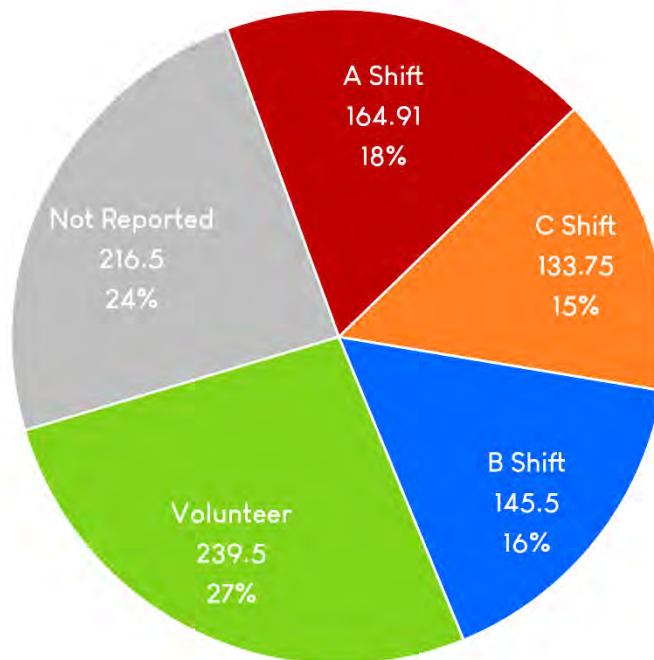
900.16 Total Hours



AUGUST 2024 - VOLUNTEER & CAREER TRAINING HOURS



AUGUST 2024 - TRAINING HOURS BY SHIFT



**UNCREWED
AIRCRAFT (UAS)
ACTIVITY
REPORT**

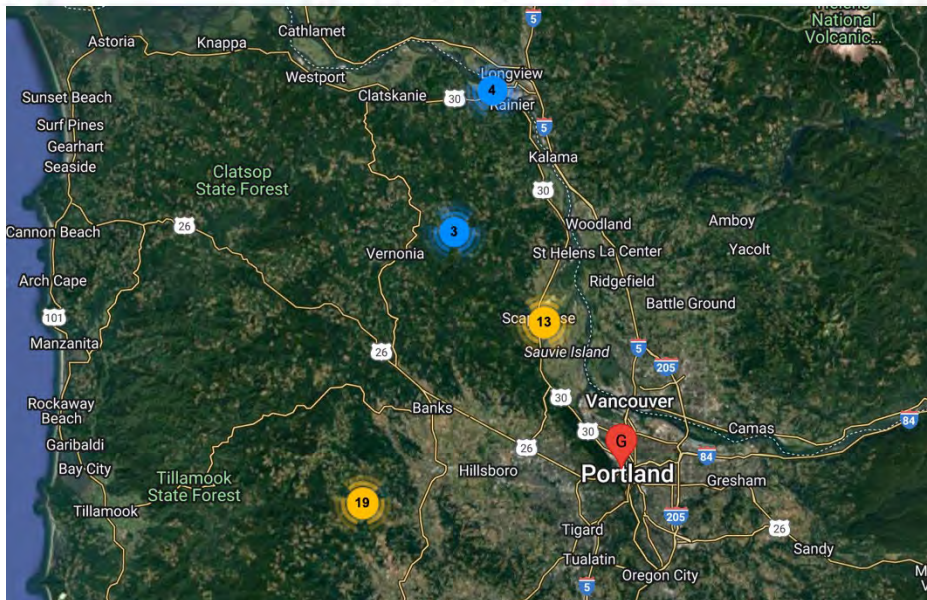
BOARD AVIATION REPORT

September 2024

TOTAL FLIGHTS: 42

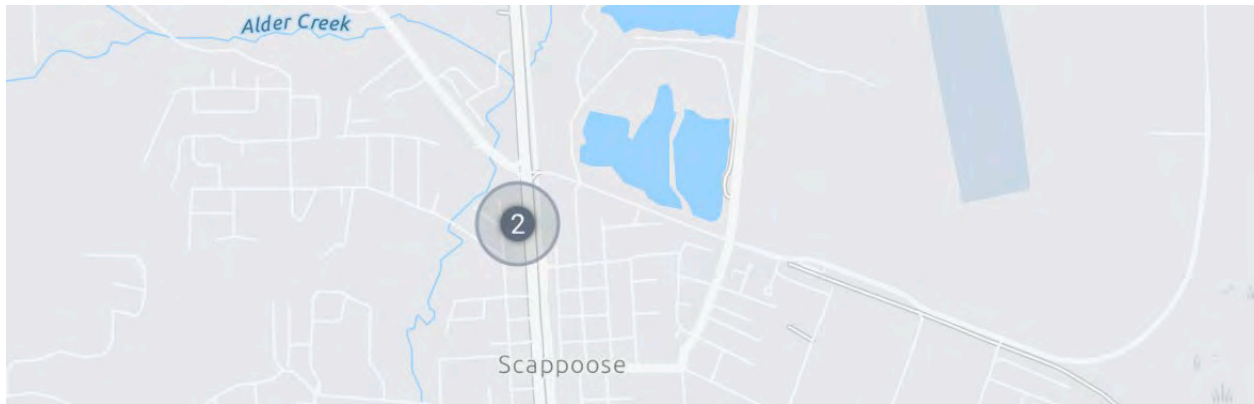
TOTAL HOURS: 8 hours 50 Minutes 07 seconds

CAPTURED IN AIR DATA



CAPTURED IN DRONE SENSE

Start Date	Start Time	End Time	Flight Hours	Flight Duration (HH:mm:ss)	Takeoff Latitude	Takeoff Longitude	Mission Names
8/28/24	8:58 PM	9:03 PM	0.08	00:04:58	45.761741	- 122.878946	Scappoose Fire Training
8/28/24	8:49 PM	8:56 PM	0.12	00:06:59	45.761739	- 122.878939	Scappoose Fire Training



STAFF REPORTS

Fire Chief Report SEPTEMBER

Meetings Attended

Date	Topic	Date	Topic
8/1/24	Training NPS in WY	8/15/24	HSEMC Hiring Subcommittee
8/2/24	Cougar Creek Fire DIVS	8/16/24	Assist PPB and Providence Park
8/3/24	Cougar Creek Fire DIVS	8/19/24	Labor MGT Meeting
8/4/24	Cougar Creek Fire DIVS	8/21/24	Fire Science Meeting
8/5/24	Cougar Creek Fire SOFC	8/21/24	Assist ODF with Lightning Strike
8/6/24	Cougar Creek Fire SOFC	8/22/24	Meeting with Finance
8/7/24	Cougar Creek Fire SOFC	8/23/24	My Sidewalk Meeting
8/8/24	Cougar Creek Fire SOFC	8/23/24	Cascadia TTX Meeting
8/9/24	Cougar Creek Fire SOFC	8/28/24	River TTX Spill Meeting
8/10/24	Cougar Creek Fire SOFC	8/29/24	Whisky / Sandstone Debrief
8/11/24	Cougar Creek Fire SOFC	8/30/24	Whisky Creek Fire SOFC
8/12/24	Cougar Creek Fire SOFC	8/31/24	Whisky Creek Fire SOFC
8/14/24	Asst PPB and Providence Park		

Hours Worked AUGUST: 408

Hours **On Call in AUGUST: 136**

Hours **TRAINING AUGUST: 8**

Hours

TOTAL HOURS: 552

Training

NIST Proctor Training for National Park Service
New Tender Training

Projects

Portland Fire Mutual Aid Agreement – *In Progress*
Seismic Upgrade Grant – *Scoping to see if this is a possibility*
Fire Station Project ~ *Tabled*
Annual Report ~ *Completed*
Ambulance Service Area RFP ~ *Completed*

SPIRE 2023 ~ *Awarded Airbags and COW (Cell On Wheels)*
NASA ACERO ~ *In Progress*

Thankfully, this report is being written in the confines of a yurt on the Whisky Creek / Sandstone / Blister Creek Fires, where the temperature is moderated. Like last month, our state and other western states such as Washington and Idaho have been pounded with lightning and hot and dry weather. This has been a recipe for one of the worst fire seasons on record that many fire officials can remember. Not long after I returned from the Cougar Creek fire, we experienced a significant rain event that slowed everything down for a week or so, but fire season is far from over. Currently, at the regional and national level, we are back up to a Preparedness Level (PL) of five (5). This is as high as it gets. We have been at this level for 39 days this year. This means there are limited resources available, which makes it harder to put out the fires. As of this writing, just like last month, there are no Complex IMT available in the region. On my current assignment, we had a gaggle of folks from Australia and New Zealand helping us out. This summer, our REMS unit was out for 30 days, and two of our firefighters filled on a Sauvie Island engine to assist the state with conflagration responses. The governor has invoked the Conflagration Act 16 times this year.

Our team has been training and working hard to get the new engine in service. Significant time has been spent in groups deciding on the placement of equipment and where to install the various equipment that we will need to get it in service. We are still hoping to have a push-in ceremony in October, but depending on current timelines, we will not know more until the end of the month. This has not stopped the crews from getting their drive time training in. With this newer apparatus, additional time behind the wheel is needed to make sure all our staff are comfortable and proficient before it goes into service.

Chief Marks and several of the admin team spent many hours building the final Request For Proposal (RFP) that the county asked us to submit to retain our Ambulance Service Area (ASA). To operate in the ASA, we have to receive a franchise agreement from the county. This is the first step. Chief Marks put in an incredible amount of time to get this document completed. Please be sure to thank him when you see him.

One of the other big happenings in the department is the increase in Fire Prevention activities. Chief Bautista and the crews have been putting in an incredible amount of time in developing pre-fire plans for future responses as well as inspecting buildings that may have never been inspected before. This is crucial for our public-private partnership in trying to prevent fires from happening.

One challenge on the horizon will be to see what is happening with our neighbor to the North. In the last few months, they have been saddled with some significant staffing challenges that are starting to have more of an impact on our agency. Chief Marks and I will be assisting our neighbor with some additional duty officer coverage in the next couple of weeks. Should our assistance be required for more time, we will have to establish an IGA and delegation of authority. At the time of this writing, there are only two chief officers on the payroll in their agency.

We have also been experiencing some significant challenges with maintenance on vehicles and the station. One of the expenses this month includes the purchase of a new commercial washing machine that is needed to keep all our bunker gear clean and other large items that need to be cleaned in the department.

**Assistant Chief Marks
September 2024**

August Projects:

Duty Shifts - Safety Program - Wellness Program
CQI Program – Compliance Data Collection -
Medicare Ground Ambulance Data Collection System (GADCS)
Records Requests

Drills / Activities / Meetings in August included:

Fire Defense Board HPO Steering Committee
Civil Service Meeting Freestanding ER Steering Committee
New Water Tender Training New Engine Training
Live Fire Training for FF Cardoos

The GADCS project continues. A large portion of data has been sent to PCG for review. Maria and I will continue to work on this item for a few more months. Hopefully the project will help with increasing Medicare rates.

With help from Chief Pricher, the ASA application was submitted to Columbia County Public Health on Thursday August 29th. We worked together along with Maria and Lt. Anderson to find the necessary information for the document. Chief Pricher and I have discussed plans for the future to have discussion topics to take to Public Health about the process and how it could be improved.

Lt. Anderson and I met with representatives from Braun NW regarding future ambulance projects. With the current fleet of ambulances being used more often, it is important to stay ahead of the curve with safety and having a reliable fleet. During our meeting, the current build time was discussed. Once an order is placed, a unit will not be received for more than 500 days with that number continuing to increase.

At the end of August I had appointments with three restoration companies regarding the turnout washing area in the bays. There had been a water leak noted from the washer. After receiving bids from two of the three companies, one was selected for the project. Work has begun and should be completed in the beginning of September.

As requested at the September Board meeting, here is a list of my larger projects in their current priority.

1. Work with Chief Pricher on taking over the Operations role for the district.
2. Filling vacant ERT position and building process for the additional Community Paramedic process.
3. GACDS: This project will remain priority number one throughout our collection period. Correct and thorough completion of this project will ensure the organization is not fined 10% of our Medicare billing.
4. Continue to support staff: While this is listed at the bottom of my priority list, it is of vital importance to me. This item can be little things throughout the month to assist with a vast number of items to increase workflow and continuity of the organization.

My time Worked in August 2024	140 Hours
Call time in August 2024	168 Hours (call shifts minus office time)
Total Hours for August 2024	308 Hours



1. Live Fire Training 2, 3 & 4 Courtesy of Bri Brogli Training at Cascade Tissue Property on August 14, 2024

**Chief Bautista Report
Prevention & Training Divisions
September 2024**

August Projects:

- ◆ Volunteer Program Coordination (On going) - Working with Henry Oberbarnscheidt the in the Member Outreach position and Fall 2024 recruitment
- ◆ National Fire Prevention Week open house planning (In progress)
- ◆ SRFD Uniforms (On going) - Working with FF Booth to get internal order form completed and prepare annual uniform orders for personnel and upcoming academy
- ◆ Coordinate with LT Anderson for Tender Training (Completed)
- ◆ Coordinate with LT Anderson for Engine Training (Completed)
- ◆ Fire Code Application Guide Update (Tabled) - Higher priority items at this time
- ◆ Compliance Engine SRFD Profile Update (On hold)
- ◆ Coordinate Burn to Learn – Port of Columbia property (Tabled) - No response from Port of Columbia to move forward

Fire Marshal Division:

One (1) driveway inspection was completed, one (1) final driveway inspection was completed, one (1) referral & acknowledgement/land-use application was completed, one (1) pre-application meeting was attended, eight (8) fire inspections were completed, eights (8) pre-incident plans were completed, and two (2) fire investigations were completed.

Working on planning for the National Fire Prevention Week open house October 9th, 2024. This will be in the evening at the main station and will also serve as an opportunity to discuss our upcoming levy renewal with the community. This will be in addition to other events planned that week.

We are working with the Scappoose School District to conduct some public education events for National Fire Prevention Week, which will incorporate our Jr. Fire Marshal program with the 1st grade students. We met with the principal and discussed our plan and working to schedule events during the first week of October.

Training Division:

The priority this month has been to get the onboarding training completed for the new fire engine. As well as catching any members that need to complete training on the new water tender. Thank you to LT Anderson on his continued work on these projects.

Communication stalled with the Port of Columbia on the acquired structure, we will continue to reach out to see if we can coordinate a burn to learn and work with LCRTOA for support to fill all required positions.

Public Information Program:

Working with Columbia County to support county wide safety messages.

All-Hazards PIO Course is planned for October 2024. Working with our community partners to fill and host the course.

Volunteer Program:

Priority for Henry is to complete his NFPA Fire Instructor 1 course to assist with the NFPA Firefighter 1 academy this year as an additional instructor. Recruitment campaign is underway with first round of interviews being scheduled for the first week of September. Our goal is an October fire academy start.

August Meetings & Activities:

Date	Meeting/ Topic	Date	Meeting/ Topic
8/5/2024	Water Supply Discussion for Residential Build	8/20/2024	Fire Inspection and Pre-Incident Plan
8/6/2024	NFPA 409, Task Group 2, Scope Changes	8/20/2024	Fire Inspection and Pre-Incident Plan
8/6/2024	Fire Inspection & Pre-Plan	8/21/2024	SHS Fire Science Program Plan Discussion
8/6/2024	Rosenbauer Type 1 Engine (AP#3110) Orientation	8/21/2024	Fire Investigation – Cherry Way
8/7/2024	Driveway Inspection	8/21/2024	Fire Investigation – EM Watts RD
8/8/2024	Fire Inspection and Pre-Incident Plan	8/22/2024	Fire Inspection and Pre-Incident Plan – Scappoose School District
8/8/2024	Pre-application Conference: Ness Campbell	8/22/2024	Fire Inspection and Pre-Incident Plan – Scappoose School District
8/8/2024	SW JP West & 4th Street Duplexes - Land Use Application	8/22/2024	Final Driveway Inspection
8/19/2024	Fire Inspection and Pre-Incident Plan	8/26/2024	Grant Watts Meeting – Fire Prevention Week
8/19/2024	Fire Inspection and Pre-Incident Plan	8/28/2024	Re-Inspection

Chief Officer Development Training:

None scheduled

Upcoming Training:

None scheduled

Total hours for August 2024: 381.25 hours: 179.75 hours & 201.5 Duty Officer (On-call hours, minus office hours)



The Lodge Carts PDX Stairclimb fundraiser



Membership Outreach
Henry Oberbarnscheidt
9/3/24

These are a few of the things I was involved with this month:

- Attended all volunteer drills and meetings so I could be there to support volunteers.
- Assisted with the logistics of moving equipment from place to place.
- Printed, folded, and placed more posters and fliers.
- Trained on WT-431.
- Set up for multiple “Public Ed” events such as National Night Out in St. Helens where we most likely contacted 200 people and handed out 3 applications.
- Set up and taught fire extinguisher class for First Student.
- Gave multiple station tours to applicants and the public.
- Training to get qualified on new Engine 431, pump, orientation, cone course, highway, and road.
- Moved and stood up multiple recruitment signs multiple time; also engaged with residents each time.
- Had another recruitment event on 8/5/24, in Chapman, talked to 25 people, and handed out 9 applications. On 8/13/24, in Chapman, contacted 18 residents and handed out 1 application. On 9/20/24, Holbrook talked to about 20 residents and 3 seemed interested. On 8/24/24 Chapman contacted 21 residences and handed out 5 applications. Also did smaller events just trying to connect with the public in Chapman and Holbrook.
- We produced new forms and reworded others after getting input from volunteers and crew.
- Assisted in setting up and taking down for the stair climb.
- I was the visual observer for a UAS flight for the Lee Falls fire.
- Set up ride-a-longs.
- Entered training records.
- I helped with apparatus cone and road courses, and vehicle familiarization.
- Assisted in an inspection.
- Assisted with fire investigations.
- Assisted with calls as needed

September 2024 – Finance Report

General Fund Revenue:

- \$78,410 in EMS revenue
- \$44,512 for FY 23-24 Q4 payment for Community Paramedic program
- \$6,450 for start-up costs associated with hiring a 2nd Community Paramedic
- \$12,988 in prior years tax turnovers

General Fund Expenditures:

- \$513,962 in Personnel Services expenses, which included REMS & Conflagration overtime expenses of \$83,304. As of August 31, 2024, the General Fund Personnel Services is exactly on budget having spent 16.46% of the total budgeted amount for FY24-25.
- Maintenance on Equipment continues to be over budget at 29% expended. August's expenses alone were \$23,379, more than double the average monthly amount necessary to stay within budget by the end of the fiscal year.
- All other line items in General Fund Materials & Services are currently under budget.

Credit Card Expenses:

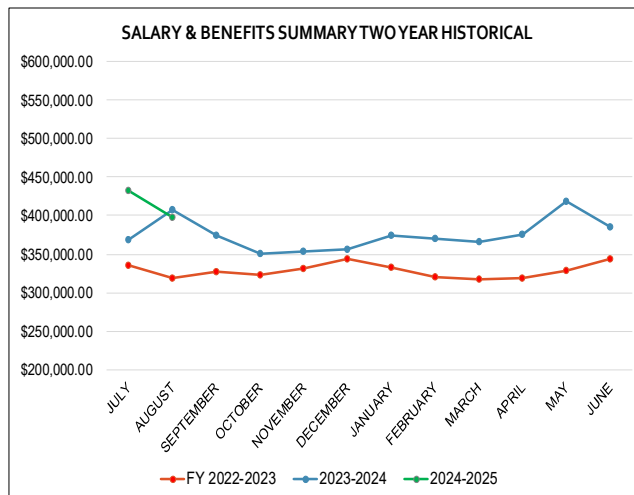
- You may have noticed the \$2,005.30 reconciliation discrepancy on the Budget vs. Actual. This is a result of a fraudulent charge on one of our credit cards of \$499.80 and a double charge of \$1,505.50 on another. Both charges will be credited back to our account next month.

Audit Prep:

- The FY23-24 audit will be held on October 1 at the station. You may be requested to complete questionnaires, as in the past. If so, I'll alert you by phone prior to sending any documents.

MONTH	FY 2022-2023	2023-2024	2024-2025
JULY	\$ 335,834.42	\$ 368,157.09	\$ 432,781.00
AUGUST	\$ 319,051.45	\$ 407,929.14	\$ 398,389.00
SEPTEMBER	\$ 327,696.71	\$ 374,379.22	
OCTOBER	\$ 322,754.14	\$ 350,883.27	
NOVEMBER	\$ 331,083.54	\$ 353,960.67	
DECEMBER	\$ 344,359.80	\$ 355,729.16	
JANUARY	\$ 332,557.29	\$ 374,573.41	
FEBRUARY	\$ 320,428.87	\$ 370,415.23	
MARCH	\$ 317,902.01	\$ 366,634.93	
APRIL	\$ 318,387.85	\$ 375,046.43	
MAY	\$ 328,876.44	\$ 418,035.35	
JUNE	\$ 344,311.38	\$ 385,041.30	

(Totals comprised of monthly payroll, healthcare premiums, HRA VEBA, and employer PERS Contributions.)



COMMITTEE REPORTS

MISCELLANEOUS

OLD BUSINESS

NEW BUSINESS

Position- Community Paramedic

Organizational Unit- Emergency Medical Services

Immediate Supervisor- EMS Chief

Job Status- Full-time / Volunteer

Salary Status- Monthly Salary, eligible for overtime

FLSA Status- Non-Exempt

Supervisory Responsibilities- None

Bloodborne Pathogens: Individuals working in this position may come in contact with bloodborne pathogens and will be trained on an annual basis regarding proper procedures, personal protective equipment use, and the District Exposure Control Plan.

HIPAA Responsibilities: The Community Paramedic has access to “Protected Health Information” generated by the District’s operations as outlined in District SOP L-2. This position must sign a HIPAA confidentiality form.

General Statement of Duties: The employee occupying the position of Community Paramedic will be required to provide integrated health services in support of agreements with contracted partners. The employee will be responsible for developing and maintaining positive relations with resource providers and stakeholders of the Community Paramedic program. The employee will also participate in ongoing development and evaluation of the program. The employee shall strive to develop and maintain good public relations for the Fire District. The employee shall be responsible to the EMS Chief.

Essential Duties and Responsibilities: The intent of this listing of "Typical Tasks" is to describe the principal functions of the job description. The description shall not, however, be construed as a complete listing of the miscellaneous, incidental, or substantively similar duties that may be assigned during the normal operations of the District.

1. Maintain records and prepare reports internal to SFRD as assigned.
2. Operate District vehicles as prescribed by the Fire District.
3. Administer patient care consistent with guidelines of the Community Paramedic program and Columbia County EMS Protocols.
4. Examines, screens, treats and coordinates health services for patients through consultation with Primary Care Providers and Allied Professions

5. Provides prevention and treatment education.
6. observes, records, and reports a patient's condition, reactions to medications, treatments, and significant incidents to stakeholders and Health Care Professionals as needed.
7. Refer and connect patients to appropriate support resources.
8. Provides reports, information, and updates to contracted agencies.
9. Assists with ongoing program development, training, and budget preparation.
10. Participates in SFRD planning and efforts aimed toward mitigation of inappropriate 911 usage.
11. Attends meetings as assigned.
12. Builds and maintains relationships with community partners
13. The Community Paramedic may respond to emergency incidents as assigned by the duty officer.
14. The Community Paramedic shall perform other duties as assigned.

Required Knowledge, Skills, and Abilities (KSAs):

1. Have knowledge of and consistently apply the goals of the Fire District as outlined in the Vision, Mission, Values, and Expectations Statements.
2. This position requires the member to pass a background check.
3. This position requires the successful completion of a medical evaluation by the District's Occupational Health Care Professionals, including an initial drug screening, and may be subject to annual occupational medical evaluations.
4. Ability to use new concepts, acquire skills quickly, and adapt to rapidly changing environments.
5. Ability to understand, follow, and give oral and written instructions.
6. Ability to communicate and work effectively with the public, fellow employees, Healthcare Providers, and Stakeholders to project a positive image of the organization and themselves.
7. Ability to work effectively with computer hardware and software.
8. Physical strength and ability sufficient to perform work of the class as established by the Fire District.
9. Maintain licenses and certifications required by the District.
10. Ability to deliver excellent customer service to patients in a variety of situations, including handling citizen complaints and solving customer problems with positive outcomes.
11. Ability to communicate effectively via electronic means, telephone, and radio equipment.

12. Ability to work independently.

Required Certificates and Other Qualifications:

1. Must be at least 18 years old
2. High School Diploma or equivalency
3. Valid and insurable Driver's license
4. Oregon Paramedic license in good standing
5. Minimum of 10 years of progressive experience as a full-time paramedic.
6. American Heart Association Health Care Provider CPR certification (or equivalent)
7. American Heart Association Advanced Cardiac Life Support certification (or equivalent)
8. American Heart Association Pediatric Advanced Life Support certification (or equivalent)

Preferred Education and Experience:

1. Independent duty operations as a paramedic such as Independent Duty Medic, Industrial Site Medic, Field Training Officer, or EMS Supervision
2. Bachelor's degree in EMS or a related field.
3. Prehospital Trauma Life Support certification
4. Community Paramedic Certification (CP-C)
5. A certificate of completion of the following FEMA Emergency Management Institute courses:
 - a. IS-100
 - b. IS-200
 - c. IS-700
 - d. IS-800

Workplace Environment and Supplemental Information

The work environment characteristics described here are representative of those individual encounters while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential

functions. However, some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other individuals.

Work is performed indoors and outdoors. The individual has extensive contact with the public.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility but it should not be considered an all-inclusive listing of work requirements.

Supplemental Note

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

COMMUNICATIONS

Friends of Columbia County Fair

September 5, 2024

Jeff Pricher, Fire Chief
Scappoose Fire District Board of Directors

The Friends of Columbia County Fair is requesting consideration by the Scappoose Rural Fire Protection Board of Directors on donating the Western Star used Water tender to the Friends of Columbia County Fair. The water tender would be used to spread water in the multiple arenas at the fairgrounds. The arenas have been used in the past for practice and showmanship for the 4-H youth programs, Columbia County High School Equestrian Team, other youth organizations, Barrel Racing activities, and the annual County Fair activities along with the Youth and NPRA rodeos.

The Friends of Columbia Fair is a nonprofit organization that was formed in the mid 90's to improve attendance at the Columbia County Fair, improvement to Fairground facilities and grounds. In the over 25 years as an organization, we have contributed funding, manpower and improvements to the Fairgrounds.

Please consider donating the Western Star water tender to the Friends of Columbia County which will assist us in continuing to improve the fairgrounds and facilities along with maintaining the arenas so all users continue enjoying the facilities at the fairgrounds.

Thank you for considering our request.

Sincerely,



Michael Greisen, Treasurer
Friends of Columbia County Fair

September 12, 2024

Jeff Pricher, Fire Chief
Scappoose Fire District Board of Directors

I am writing this letter to express my interest in purchasing the used Western Star water tender from Scappoose Rural Fire Protection District.

If I get the opportunity to purchase the Western Star water tender, I am willing to pay up to \$10,000. If allowed to buy the water tender, I kindly request any additional requirements for the purchase process. I am looking forward to the possibility of acquiring the water tender from Scappoose Fire District.

Thank you to the Scappoose Rural Fire Protection District Board of Directors for considering my intent to purchase the water tender. I will be available for any further discussions or clarifications.

Sincerely,

A handwritten signature in black ink, appearing to read "Kc A. Cates". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Kc A. Cates

“Thank you for putting up the flag each year for 9/11. I see it as I go to work and go home. I remember driving through Cornelius Pass with tears streaming down my face on that day. Thank for helping people not to forget. In deep appreciation of your department's efforts, thank you all, for all you do!”

Julie Nelson McBride Elementary Teacher Librarian