

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, January 9, 2025

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 12-12-2024 regular meeting

B. Approve Dec. 2024 Profit & Loss Detail

C. Approve Dec. 2024 Budget vs. Actual

V. Statistical Data

A. Ambulance Activity Report

B. Community Paramedic Program

C. Response Activity Report

D. UAS Flight Summary

- VI. Staff Reports
 - A. Chief's Report
 - B. Operations & EMS Report
 - C. Fire Marshal & Training Report
 - E. Member Outreach Report
 - F. Finance Report

- VII. Old Business

- VIII. Committee Reports
 - A. Management Team
 - B. Strategic Planning Committee

- IX. Miscellaneous
 - A. Financial Hardship Waiver

- X. New Business
 - A. Appoint Budget Officer
 - B. Approve Budget Calendar

- XI. Communications
 - A. Thank you from the Amani Center

- XII. Good of the Order

XIII. Adjourn

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. 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, December 12, 2024

Microsoft Teams Meeting

I. **Call to Order & Flag Salute** – Vice President Graham called the meeting to order at 7:02 pm and led the flag salute.

II. **Roll Call** – Vice President Graham, Director KriECK, Director Sorenson, Director Gift, Chief Pricher, FA Karleigh Booth, FF KriECK, FF Liebig.

Virtual attendance- President Reeves, Maria Heath, Glen Kearns, Lt. Anderson

III. **Public Comment** – No public comment.

IV. **Miscellaneous**- Glen Kearns from Accuity, LLC reviewed the audit findings for FY 23-24. Director Sorenson asked if there was a way to carry over “too much” money into the next fiscal year. Mr. Kearns explained that having more than six months of carry-over would need to be explained by some sort of upcoming Capital Outlay project like purchasing new apparatus or adding on to facilities. Director Gift asked where the best place to keep that amount of money would be if we did have a Capital Outlay project. Mr. Kearns explained the difference between physical bank accounts and operating funds within the district. He went on to say that most districts create a reserve fund. They fund that account every year and transfer money out of the general fund into their reserve fund to be used on those types of projects. From a cash-management perspective, continuing to put money into the Local Government Investment Pool (LGIP) would be best for investment options. Mr. Kearns reviewed internal control issues with the Board. Director Sorenson asked if the board should be involved in initialing invoices. Mr. Kearns said that if the Fire Chief and Assistant Chief are not available, at that point, a board member should step in to do that to ensure there is a third-party viewing of documents. Mr. Kearns stated that as auditors they are also required to look at the district’s compliance with minimum standards. Per Mr. Kearns, there were no findings of non-compliance regarding Oregon Budget Law and Oregon Public Contracting.

V. **Consent Agenda**

Approve Minutes from 11-14-2024 regular meeting – No comments. Director Sorenson moved to approve the minutes from November 14, 2024. Director KriECK seconded.

Motion passed unanimously.

Approve Nov. 2024 Profit & Loss Detail – Director Sorenson asked for information on November PERS expenses that were split in the P & L report and pump assembly expenses related to the bay heater system. He also asked about upcoming PERS increases in 2025.

Director Gift inquired about expenses for jet intake screens. Director Gift also asked for an explanation for the US Bank credit card expenses & payments.

Approve Nov. 2024 Budget vs. Actual – Director Gift asked questions about line items that are overspent and underspent at this point in the year. Chief Pricher explained that some line items will be underspent and some overspent throughout the fiscal year; however, we will not over expend in any total budgeted area.

Director Kriek moved to approve the consent agenda. Director Gift seconded the motion.

Motion passed unanimously.

VI. **Statistical Data-**

Ambulance Activity Report – The ambulance activity report was not included in the packet at the time of the board meeting. Chief Pricher said it would be added to the online packet, along with the Response Activity Report after the 20th of December. EMS receipts were \$87,072 with 90 transports. Director Sorenson noted that the trend in transports seems to be increasing each month. Directors studied the Annual Collection Statistics chart supplied by the EMS billing agency.

Community Paramedic Report – Chief Pricher pointed out that the Community Paramedic program hits all demographics, not just the Medicare population. He shared that through our data collection, SFRD is getting closer to being able to put a number on how much the CP program is saving on a monthly and annual basis. Director Kriek asked for an update on the open CP position, which remains unfilled.

Response Activity Report – This report will be added to the online packet after December 20, 2024.

UAS Flight Summary – Chief Pricher spoke about missions involving SFRD’s work with law enforcement and a collaborative demonstration with the Coquille Tribe, the US Coast Guard, and assisting Clackamas County on a search mission.

VII. **Staff Reports-**

Chief’s Report – Director Gift inquired about the meeting with city planning on 11/19/24. Chief Pricher said the meeting was regarding water distribution in a subdivision off Dutch Canyon. Director Gift asked for an update on Cascade Tissue. Chief Pricher said the latest he has heard is that there may be a potential buyer of the building. Director Gift asked about potential tax revenue if the building is purchased. Chief Pricher assumes any potential revenue will go to urban renewal.

Chief Pricher noted a turnover of \$874,136 had been received from Columbia County as prior year taxes from Cascade Tissue. This money is one-time money that can’t be spent as it may need to be repaid, depending on the outcome of a lawsuit between the county and Cascade Tissue. In working with our financial planning consultant, SFRD may want to create a reserve account to hold this money. Another idea currently under study is the development of a PERS side account to help offset the increasing employer PERS liabilities. These are ideas that will be discussed in upcoming months as we prepare the 25-26 budget.

Director Sorenson inquired how often Chief Pricher and Chief Marks act as DO for Columbia River Fire & Rescue (CRFR), and how they receive payment for their coverage. Chief Pricher explained that CRFR pays SFRD and the District then will pay the Chiefs through SFRD payroll. This has been intermittent assistance with an unknown ending timeframe.

The two light-duty vehicles arrived on 12/11/24. Chief Pricher described the costs and planned uses for these vehicles.

Social media accounts have been updated with planned communications posted weekly to build a base of information for the community. Chief Pricher will also schedule informational events with community groups.

Operations & EMS Report – Director Sorenson noted the completion of the year-long GADCS project that will hopefully positively impact Medicare payments. Chief Marks and Chief Pricher have spent many hours working with Columbia County on the ASA project, updating the board on the latest contract developments from the county. An Emergency Response Technician (ERT) has been hired and is currently in the background check stage of hire.

Fire Marshal & Training Report – No comments.

Member Outreach – No comments.

Finance Report – Director Sorenson asked about the large drop in salary and benefits shown on the graph in this report. FA Booth explained that the PERS employer payments are drawn mid-month the month after the report is imported into the board packet and directors will see this line increase on next month's report.

VIII. **Old Business-**

Adopting the Master Fee Schedule Resolution 2024-03 – Directors reviewed the changes to the Master Fee Schedule. Director Gift inquired about ambulance fees noted in the Master Fee Schedule. Chief Pricher explained the changes to the fee schedule. Director Sorenson moved to approve the changes. Director Kriek seconded.

Motion passed unanimously.

IX. **Committee Reports-**

Management Team – The team discussed the \$874,136 one-time turnover and options for placing it in reserve. An update was given on the ambulance service area.

Long Range Planning Committee – Did not meet.

Awards & Incentives – Did not meet.

X. **New Business-**

Ambulance Purchase Proposal – The staff memo was reviewed. Chief Pricher shared the need for continuing with the equipment replacement schedule by purchasing a new ambulance given the build time of approximately 500 days. The memo includes the cost of a new cot and loader with a \$10,000 buffer for add-ons.

Director Krieck moved to approve the purchase with a 'not to exceed' amount of \$310,000. Director Sorenson seconded.

Motion passed unanimously.

Board Policy Updates – The Board was given a list of recent updates to existing policies for approval. The list appears on pages 64-113 of the December packet. Director Gift asked that Ordinance 22/23-001 (Civil Service System establishment) page 110 (of the updated packet) be amended to include the second reading and final vote details. Chief Pricher said a note will be attached to this document with the date of the second reading and vote count. Director Gift requested another review correcting any small errors. Final copies will be available to the board via the board TEAMS channel. President Reeves and VP Graham will then sign the revised policies.

Director Gift moved to accept all revisions to board policies made as of this date. Director Krieck seconded.

Motion carried unanimously.

XI. **Communications-**

Scappoose Leadership Thank You – Thank you for helping with the homecoming parade.

XII. **Good of the Order –**

Chief Pricher recognized Lt. Heuer and several other members for spearheading the District's recent social media communications. Director Gift asked if financial information is easily accessible on the District's website. Chief Pricher noted that annual reports and monthly board packets include the District's financial information going back to 2018. The accessibility issue may be the difference between desktop and mobile optimizations on the District's website platform.

XIII. **Adjourn** – The meeting adjourned at 8:56 pm.

Dave Sorenson, Secretary-Treasurer

Date

Submitted by Karleigh Booth

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Income/Expenses				
Income				
1. GENERAL FUND REVENUES				
				\$219,937.79
				\$83,910.32
				\$23.03
				\$2,520.00
				\$9,453.81
				\$24,630.80
				\$12,106.45
				\$582,847.95
				\$318,765.12
				\$901,613.07
				\$9,319.21
				\$910,932.28
				\$1,263,514.48
				\$60,126.84
				\$277.16
				\$870.93
				\$1,324,789.41
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance				
12/03/2024	Journal Entry		SAFER Grant ER Health Ins.	-881.00
12/09/2024	Expense	Benefit Help Solutions(FSA)	Insurance reimbursement	113.72
12/12/2024	Bill	Standard Insurance	Life, LTD, AD&D	1,541.52
12/12/2024	Bill	S.D.I.S.	January Health/Dental Premium	35,667.00
12/17/2024	Expense	Benefit Help Solutions(FSA)	Monthly Fee	125.00
12/30/2024	Bill	Colonial Life	Accident/Cancer policy for volunteers	777.40
12/30/2024	Expense	Paychex - tax	OR ER Work Benefit	55.68
12/30/2024	Expense	Paychex Payroll	Flex spend	9,471.18
12/31/2024	Bill	HRA VEBA Trust	ER Contributions December	10,630.73

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 550 Insurance				\$57,501.23
560 Personnel Salaries				
12/03/2024	Journal Entry		SAFER Grant Salary	-3,561.60
12/12/2024	Bill	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	136.90
12/12/2024	Expense	P.E.R.S.	EE PERS IAP Contributions	15,598.06
12/12/2024	Bill	Standard Insurance	STD	91.11
12/30/2024	Expense	Paychex Payroll	OT	6,465.21
12/30/2024	Expense	Paychex Payroll	Deferred compensation	9,829.17
12/30/2024	Expense	Paychex Payroll	FLSA	11,202.91
12/30/2024	Expense	Paychex Payroll	Incentives	2,550.03
12/30/2024	Bill	Standard Insurance	EE OPFML	2,276.34
12/30/2024	Expense	Paychex Payroll	Longevity	1,089.14
12/30/2024	Expense	Paychex Payroll	Phone Pay	100.00
12/30/2024	Expense	Paychex - tax	EE Payroll Tax WH	57,411.43
12/30/2024	Expense	Paychex Payroll	Balance of Net Pay	109,432.77
12/30/2024	Expense	Paychex Check	Contract payment	805.00
12/30/2024	Bill	Principal Financial Group	Employee Insurance- Anderson	136.54
12/30/2024	Bill	Tualatin Valley Fire Fighters Union	Dec. Union dues	2,691.58
12/30/2024	Bill	Inroads Credit Union	Food fund Dec.	955.00
12/31/2024	Bill	HRA VEBA Trust	EE Contributions December	3,798.00
12/31/2024	Expense	Voya - Oregon Savings Growth Plan	December OSGP Contributions	23,416.71
Total for 560 Personnel Salaries				\$244,424.30
570 SocSec/Medicare(FICA)				
12/03/2024	Journal Entry		SAFER Grant ER FICA	-266.50
12/30/2024	Expense	Paychex - tax	ER Payroll Taxes	16,146.48
Total for 570 SocSec/Medicare(FICA)				\$15,879.98
580 Volunteer Services				
12/12/2024	Bill	LOSAP	Administrative fee	150.00
Total for 580 Volunteer Services				\$150.00
590 Personnel Benefits				
12/03/2024	Journal Entry		SAFER Grant ER PERS	-947.03
12/11/2024	Expense	ABC Trainerize	Monthly subscription- Dec	45.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Gedlich	736.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Hassan	851.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Hawkins	796.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Martinez	736.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Mullican	179.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Feigert	736.00
12/12/2024	Bill	Occupational Safety, Health & Wellness	Vaccination/Flu Clinic 11/6/2024	818.93
12/12/2024	Bill	Oregon Occupational Medicine	Physical Jones	736.00
12/12/2024	Bill	Oregon Occupational Medicine	Physical Resner	796.00
12/12/2024	Expense	P.E.R.S.	ER PERS retirement contribution	75,353.62
12/30/2024	Bill	Oregon Occupational Medicine	Physical Del Toro	736.00
12/30/2024	Bill	Standard Insurance	ER OPFML	1,517.56
12/30/2024	Bill	Oregon Occupational Medicine	Physical Cahoon	736.00
Total for 590 Personnel Benefits				\$83,826.08
Total for 1.1 GENERAL FUND PERSONNEL SVCS				\$401,781.59
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services				
12/30/2024	Bill	Oregon Health Authority	GEMT CCO leverage Jan 1-June 30 2024	18,189.08
12/30/2024	Bill	DCW Cost Management	Main Station Building Schematic Design	5,250.00

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 670 Contract Services				\$23,439.08
720 Public Fire Services				
12/12/2024	Bill	Ace Hardware - Scappoose	Posts & hook	41.54
12/12/2024	Bill	Chloey VanDolah	Reimbursement for IAAI member dues	53.00
12/13/2024	Expense	Washington Fire Marshal Association	Membership dues	990.00
Total for 720 Public Fire Services				\$1,084.54
740 Uniforms				
12/12/2024	Bill	Beyond Uniforms & Apparel	T shirts w/ logo & rank x52	1,832.00
12/12/2024	Bill	Beyond Uniforms & Apparel	30 shirts @ \$30 ea. plus shipping	925.64
12/12/2024	Bill	Beyond Uniforms & Apparel	T-shirts x32 @ \$12	409.00
Total for 740 Uniforms				\$3,166.64
750 Maintenance on Equipment				
12/10/2024	Credit Card Credit	True North Emergency Equipment	Credit card credit	-95.90
12/12/2024	Bill	Pro Automotive & Diesel	Anti-freeze	99.90
12/12/2024	Bill	Ace Hardware - Scappoose	Fasteners and hooks	38.27
12/12/2024	Bill	G&G Auto Care Supply, Inc.	Vehicle Wash supplies	289.60
12/12/2024	Bill	Sunset Auto Parts	DEF	104.39
12/12/2024	Bill	Pro Automotive & Diesel	2005 Suburban Oil change- Labor	4.46
12/12/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	1.63
12/12/2024	Bill	Pro Automotive & Diesel	2005 Suburban Oil change- Parts	80.54
12/12/2024	Bill	Pro Automotive & Diesel	2006 Jeep Injector O-rings, replace water pump & gasket- Labor	1,014.00
12/12/2024	Bill	Pro Automotive & Diesel	Corporate Activity Tax	12.03
12/12/2024	Bill	Pro Automotive & Diesel	2006 Jeep Injector O-rings, replace water pump & gasket- Parts	189.24
12/12/2024	Bill	Wilcox & Flegel	297 gal gas @ \$2.942	994.64
12/12/2024	Bill	Ace Hardware - Scappoose	Cable fasteners, spring snap	14.72
12/12/2024	Bill	Ace Hardware - Scappoose	Heater, lube, dielectric grease	94.96
12/12/2024	Bill	Sunset Auto Parts	Headlight bulbs & air chuck	53.13
12/12/2024	Bill	Sunset Auto Parts	Circuit tester	10.99
12/12/2024	Bill	Ace Hardware - Scappoose	120v plug and cords	24.55
12/17/2024	Expense	Fred Meyer	Distilled water for batteries	15.21
12/20/2024	Expense	WeatherTech	Rear floor mats- Expedition	166.95
12/20/2024	Expense	Amazon	Micro SD cards w/ adapter	15.99
12/23/2024	Expense	Next Generation Power Engineering	Capacitors	101.91
12/30/2024	Bill	Pro Automotive & Diesel	1996 GMC Oil change- parts	80.62
12/30/2024	Bill	General Fire Apparatus	Coupler sleeve	53.57
12/30/2024	Bill	Oregon Dept of Aviation	FA3HPNYM9R	25.00
12/30/2024	Bill	Sunset Auto Parts	8D batteries	485.96
12/30/2024	Bill	Pro Automotive & Diesel	1996 GMC Oil change- labor	4.38
12/30/2024	Bill	Columbia River Auto Glass	Rear hatch window replacement- 2005 Suburban	714.00
12/30/2024	Bill	Portwood Parts, LLC	Wire & supplies for vehicle up fitting	412.84
12/30/2024	Bill	Pro Automotive & Diesel	Anti-freeze	99.90
12/30/2024	Bill	Ace Hardware - Scappoose	Drill bits, oil	129.29
12/30/2024	Bill	Sunset Auto Parts	Headlight connector	4.99
12/30/2024	Bill	LEHR	F550 Siren mount brackets	66.30
12/30/2024	Bill	LEHR	150 amp relay connector	56.61
12/30/2024	Bill	General Fire Apparatus	Super Auto Eject	353.21
12/30/2024	Bill	Pro Automotive & Diesel	1996 GMC Oil change- fees	2.04

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 750 Maintenance on Equipment				\$5,719.92
760 Administration				
12/02/2024	Check		Service charge	0.10
12/04/2024	Expense		Office supplies	13.08
12/04/2024	Expense	IAFC Membership	Membership dues	400.00
12/04/2024	Expense	Amazon	Pens	8.76
12/04/2024	Expense	Amazon	Office supplies	66.18
12/10/2024	Expense	Fred Meyer	FDB meeting food	25.27
12/11/2024	Expense	Starbucks	Coffee for FDB meeting	40.00
12/12/2024	Bill	Xerox Corporation	Color copies Nov.	44.15
12/12/2024	Bill	Local Government Law Group	Email review, review audit letter, and phone calls	901.50
12/12/2024	Bill	Xerox Corporation	B/W copies Nov.	6.22
12/12/2024	Expense	ADP - Oregon Dept. of Revenue	Vehicle Use Tax service fee	15.70
12/12/2024	Expense	Oregon DMV	Titles & Registrations	759.00
12/12/2024	Expense	ADP - Oregon Dept. of Revenue	Vehicle Use Tax	654.04
12/13/2024	Expense	US Bank	Analysis Service Charge	17.95
12/17/2024	Expense	Fred Meyer	Christmas goodies	31.47
12/17/2024	Expense	Scappoose Bagel	Christmas goodies	88.00
12/24/2024	Expense	U.S. Postal Service	Postage for DPSST recertification's	3.43
12/30/2024	Bill	Oregon Health Authority	GEMT CCO admin fees Jan 1-June 30 2024	3,637.82
12/30/2024	Bill	A+ Engraving, LLC	Nameplate & passports	22.85
12/30/2024	Bill	Heath, Maria	Petty cash	300.00
12/31/2024	Expense	Paychex Invoice	payroll processing invoice	247.11
Total for 760 Administration				\$7,282.63
765 Information Technology				
12/03/2024	Expense	JAMF Software, LLC	monthly subscription	220.00
12/12/2024	Bill	Verizon Wireless	Machine to machine	7.87
12/12/2024	Bill	Verizon Wireless	iPhones and iPads	576.89
12/12/2024	Bill	City of Portland - Bureau of Tech Services	800 MHZ access December	166.32
12/12/2024	Bill	Comcast Business	Main station IT Dec.	256.85
12/12/2024	Bill	Centerlogic, Inc.	Monthly billing for Dec.	1,873.48
12/12/2024	Bill	Centerlogic, Inc.	.50 Remote support @ \$115	57.50
12/18/2024	Expense	Apple Inc.	monthly storage	9.99
12/19/2024	Expense	CenturyLink	Holbrook modem	60.00
12/19/2024	Expense	Intuit Quickbooks	QB Online monthly fee	99.00
12/19/2024	Expense	CenturyLink	Main station backup	75.00
12/24/2024	Expense	Prezi	Presentation software	59.00
12/24/2024	Expense	Apple Inc.	Annual support & damage coverage	139.99
12/30/2024	Bill	AT&T Mobility	December charges - phones, iPads	703.75
12/30/2024	Bill	CenturyLink	Chapman Internet	82.95
12/30/2024	Bill	Centerlogic, Inc.	remote support	57.50
12/30/2024	Bill	Kleinberg Tech	November Report	210.00
Total for 765 Information Technology				\$4,656.09
770 Cleaning Materials & Supplies				
12/03/2024	Expense	Amazon	Kitchen sink water filter	40.95
12/04/2024	Expense	Amazon	30" Foam water wand	31.18
12/05/2024	Expense	Amazon	Broom handle	15.60
12/06/2024	Expense	Amazon	Station cleaning supplies	157.94
12/12/2024	Bill	Ace Hardware - Scappoose	Vehicle cleaning supplies	38.98

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 770 Cleaning Materials & Supplies				\$284.65
775 Emerg. Operating Supplies				
12/05/2024	Expense	Amazon	Pelican Case	112.46
12/06/2024	Expense	Amazon	Charger and Screen protector	25.98
12/12/2024	Bill	Ace Hardware - Scappoose	Coat hooks	9.18
12/16/2024	Expense	DOD Fed Mall	Chainsaw chaps	141.48
12/16/2024	Expense	DOD Fed Mall	Chainsaw chaps	141.48
12/16/2024	Expense	DOD Fed Mall	Chainsaw chaps	70.74
12/16/2024	Expense	DOD Fed Mall	Chainsaw chaps	70.74
12/30/2024	Bill	L.N. Curtis and Sons	MSA SCBA Masks x3	1,348.88
Total for 775 Emerg. Operating Supplies				\$1,920.94
780 Building & Grounds Maint.				
12/02/2024	Expense	Sears	Control board & temperature sensor	205.02
12/03/2024	Expense	Rogue Fitness	Workout equipment	378.17
12/06/2024	Expense	Spotless Water Systems	Water filter system	684.00
12/12/2024	Bill	Ace Hardware - Scappoose	Oven thermometer	25.98
12/13/2024	Expense	Platt Electric	LED lights	35.90
12/30/2024	Bill	Ace Hardware - Scappoose	Furnace filters	43.98
12/30/2024	Bill	City of Scappoose	Water & Sewage charges	617.98
12/30/2024	Bill	City of Scappoose	Water & Sewage charges	41.38
Total for 780 Building & Grounds Maint.				\$2,032.41
790 Training				
12/09/2024	Expense	La Quinta	Hotel- Zimbrick	329.07
12/11/2024	Expense	PWW Advisory Group	XI & ABC 360 Conference Registration	1,415.00
12/12/2024	Bill	Flymefflag.com	Guidon with 3" sleeve	173.50
12/12/2024	Expense	Paris Las Vegas	Chief Marks Hotel- ABC 360 conference	168.94
Total for 790 Training				\$2,086.51
810 Utilities				
12/12/2024	Bill	Wilcox & Flegel	78.2 gal furnace oil @ \$4.000	312.80
12/12/2024	Bill	Waste Management of Oregon, Inc.	Nov. garbage/recycling	147.84
12/12/2024	Bill	Comcast	Xfinity - Acct ***2514	41.43
12/12/2024	Bill	Graybar Financial Services	Voip phones - December	299.25
12/12/2024	Bill	P.G.E.	Cleetwood	174.13
12/27/2024	Expense	W.O.E.C.	Acct 13045001 - Dec. billing	357.54
12/30/2024	Bill	CenturyLink	Chapman Phone	59.19
12/30/2024	Bill	CenturyLink	Main Station Fax	66.21
12/30/2024	Bill	N.W. Natural Gas	Monthly charges Acct 447881-4	555.91
12/30/2024	Bill	Wilcox & Flegel	298 gal unleaded @3.158	941.17
12/30/2024	Bill	Wilcox & Flegel	502 gal diesel @2.940	1,476.22
12/30/2024	Bill	CRPUD	Dec. main station electricity	707.17
12/30/2024	Bill	CRPUD	Dec. boathouse electricity	111.91
12/30/2024	Bill	Comcast	Xfinity - Acct 0162514	41.43

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 810 Utilities				\$5,292.20
870 EMS Operations				
12/10/2024	Expense	North American Rescue Products	EMS Supplies	68.24
12/12/2024	Bill	EMS Technology Solutions, LLC	6 Inventory & Asset Mngmt Licenses	185.00
12/12/2024	Bill	Life-Assist, Inc.	EMS supplies & medication	1,772.92
12/12/2024	Bill	Jenna Wiley, MD	Physician advisor - Dec.	666.00
12/12/2024	Bill	Life-Assist, Inc.	EMS supplies	72.93
12/12/2024	Bill	Systems Design West (SDW)	EMS billing for November	2,301.65
12/12/2024	Bill	Life-Assist, Inc.	EMS Medication	158.00
12/12/2024	Bill	Life-Assist, Inc.	EMS Medication	163.60
12/12/2024	Bill	EMS Technology Solutions, LLC	24 Fleet Mngmt Licenses	120.00
12/30/2024	Bill	Life-Assist, Inc.	EMS medication	211.68
12/30/2024	Bill	Life-Assist, Inc.	EMS supplies & medication	401.17
Total for 870 EMS Operations				\$6,121.19
Total for 1.2 GENERAL FUND MATERIAL & SVC				\$63,086.80
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment				
12/30/2024	Bill	Stryker Sales Corp.	LifePak35- Sensor	1,116.70
12/30/2024	Bill	Stryker Sales Corp.	LifePak35- Data Services	500.00
12/30/2024	Bill	Stryker Sales Corp.	15 lead & cables	180.00
12/30/2024	Bill	Stryker Sales Corp.	LifePak35- Battery	1,300.00
12/30/2024	Bill	Stryker Sales Corp.	LifePak35	92,622.80
12/30/2024	Bill	Stryker Sales Corp.	Charger/Battery	1,950.00
12/30/2024	Bill	Stryker Sales Corp.	Kit/Printer	3,900.00
12/30/2024	Bill	Stryker Sales Corp.	Shoulder Strap	97.50
12/30/2024	Bill	Stryker Sales Corp.	Storage bags	780.00
Total for 910 CO Equipment				\$102,447.00
Total for 1.3 GENERAL FUND CAPITL OUTLAY				\$102,447.00
Total for 1...				\$567,315.39
Total for 1..GENERAL FUND EXPENDITURES				\$567,315.39
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries				
12/03/2024	Journal Entry		SAFER Grant salary	3,561.60
Total for 1. Personnel Salaries				\$3,561.60
2. Personnel Benefits				
12/03/2024	Journal Entry		SAFER Grant ER FICA	266.50
12/03/2024	Journal Entry		SAFER Grant ER PERS	947.03
12/03/2024	Journal Entry		SAFER Grant ER Health Ins.	881.00
Total for 2. Personnel Benefits				\$2,094.53
Total for 2.1 PERSONNEL SVCS				\$5,656.13
Total for 2. GRANT FUND EXPENSE				\$5,656.13

Scappoose Rural Fire Protection District

Profit and Loss Detail

December 2024

DATE	TRANSACTION TYPE	NAME	MEMO/DESCRIPTION	AMOUNT
Unapplied Cash Bill Payment Expense				
12/30/2024	Bill	US Bank	Dec. CC charges	-8,249.86
12/30/2024	Bill	US Bank	12-26-2024	3,198.56
12/30/2024	Bill	US Bank	12-26-2024	664.02
12/30/2024	Bill	US Bank	12-26-2024	2,661.00
12/30/2024	Bill	US Bank	12-26-2024	732.85
12/30/2024	Bill	US Bank	12-26-2024	993.43
Total for Unapplied Cash Bill Payment Expense				\$0.00
Total for Expenses				\$572,971.52
Net Income				\$751,817.89

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	2,563,322.00	328,823.46	112.83 %
Conflagration	253,351.07	200,000.00	53,351.07	126.68 %
EMS Receipts	505,407.92	800,000.00	-294,592.08	63.18 %
Fire Marshal	508.33	1,500.00	-991.67	33.89 %
FireMed	12,895.00	18,000.00	-5,105.00	71.64 %
G.E.M.T. (Medicaid)	62,842.35	120,000.00	-57,157.65	52.37 %
Gas Royalties		0.00	0.00	
Grant Awards	148,185.84	339,587.00	-191,401.16	43.64 %
Interest Earned on Investments	71,847.13	90,000.00	-18,152.87	79.83 %
Intergovernmental		0.00	0.00	
Miscellaneous Revenue	51,241.00	20,000.00	31,241.00	256.21 %
Property Taxes				
Taxes - Current				
Local Option Levy	2,833,624.49	3,048,097.00	-214,472.51	92.96 %
Permanent Rate Levy	1,534,181.87	1,633,273.00	-99,091.13	93.93 %
HERT Turnover	180.87	0.00	180.87	
Total Permanent Rate Levy	1,534,362.74	1,633,273.00	-98,910.26	93.94 %
Total Taxes - Current	4,367,987.23	4,681,370.00	-313,382.77	93.31 %
Taxes - Prior Years	88,869.37	105,000.00	-16,130.63	84.64 %
Enterprise Zone Local Option	560,325.75	0.00	560,325.75	
Enterprise Zone Permanent	313,810.58	0.00	313,810.58	
Total Taxes - Prior Years	963,005.70	105,000.00	858,005.70	917.15 %
Total Property Taxes	5,330,992.93	4,786,370.00	544,622.93	111.38 %
Transfer from Grant Fund		0.00	0.00	
Total 1. GENERAL FUND REVENUES	9,329,417.03	8,938,779.00	390,638.03	104.37 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	27,519.34	68,050.00	-40,530.66	40.44 %
Grant Award	102,923.33	113,350.00	-10,426.67	90.80 %
Interfund Loan from General		0.00	0.00	
Total 2. GRANT FUND REVENUE	130,442.67	181,400.00	-50,957.33	71.91 %
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	1,896.68	4,000.00	-2,103.32	47.42 %
Transfers In		400,000.00	-400,000.00	
Total 3. PROPERTY FUND REVENUES	111,027.44	704,352.00	-593,324.56	15.76 %
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	5,380.69	4,000.00	1,380.69	134.52 %
Transfers In		0.00	0.00	

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
Total 4. PERSONNEL SVCS FUND REVEN	222,414.17	214,324.00	8,090.17	103.77 %
Total Income	\$9,793,301.31	\$10,038,855.00	\$ -245,553.69	97.55 %
GROSS PROFIT	\$9,793,301.31	\$10,038,855.00	\$ -245,553.69	97.55 %
Expenses				
1..GENERAL FUND EXPENDITURES				
1...				
1.1 GENERAL FUND PERSONNEL SVCS				
550 Insurance	360,201.01	924,971.00	-564,769.99	38.94 %
560 Personnel Salaries	1,699,104.75	3,539,550.00	-1,840,445.25	48.00 %
570 SocSec/Medicare(FICA)	126,751.64	284,163.00	-157,411.36	44.61 %
580 Volunteer Services	12,966.00	37,000.00	-24,034.00	35.04 %
590 Personnel Benefits	497,472.71	1,114,745.00	-617,272.29	44.63 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	2,696,496.11	5,900,429.00	-3,203,932.89	45.70 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	76,658.08	191,000.00	-114,341.92	40.14 %
680 Communications Maintenance	5,269.68	6,100.00	-830.32	86.39 %
720 Public Fire Services	5,506.93	14,500.00	-8,993.07	37.98 %
730 Property & Liability Insur.	2,016.00	93,000.00	-90,984.00	2.17 %
740 Uniforms	6,019.09	20,000.00	-13,980.91	30.10 %
750 Maintenance on Equipment	79,943.18	130,000.00	-50,056.82	61.49 %
760 Administration	29,539.63	70,150.00	-40,610.37	42.11 %
765 Information Technology	36,202.43	122,800.00	-86,597.57	29.48 %
770 Cleaning Materials & Supplies	1,831.89	5,500.00	-3,668.11	33.31 %
775 Emerg. Operating Supplies	21,671.21	90,000.00	-68,328.79	24.08 %
780 Building & Grounds Maint.	31,697.25	85,000.00	-53,302.75	37.29 %
790 Training	9,087.97	106,300.00	-97,212.03	8.55 %
810 Utilities	14,802.33	40,000.00	-25,197.67	37.01 %
870 EMS Operations	50,497.01	136,000.00	-85,502.99	37.13 %
Total 1.2 GENERAL FUND MATERIAL & SVC	370,742.68	1,110,350.00	-739,607.32	33.39 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	110,829.00	128,000.00	-17,171.00	86.59 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	110,829.00	128,000.00	-17,171.00	86.59 %
Total 1...	3,178,067.79	7,138,779.00	-3,960,711.21	44.52 %
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	3,178,067.79	8,938,779.00	-5,760,711.21	35.55 %
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries	17,534.40	39,000.00	-21,465.60	44.96 %

Scappoose Rural Fire Protection District

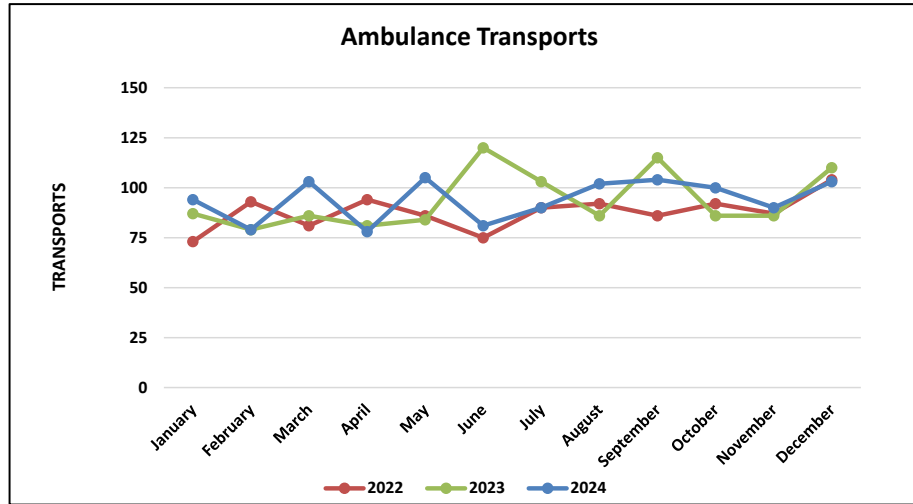
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

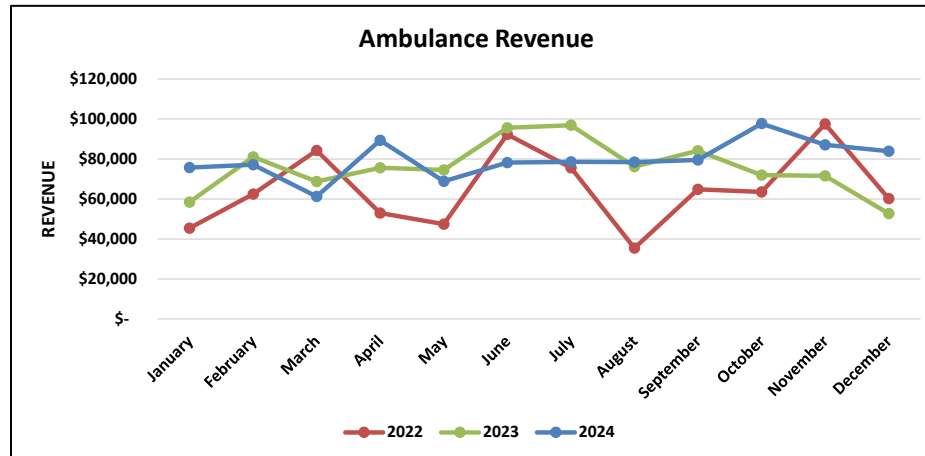
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
2. Personnel Benefits	10,355.60	39,000.00	-28,644.40	26.55 %
Total 2.1 PERSONNEL SVCS	27,890.00	78,000.00	-50,110.00	35.76 %
2.3 MATERIALS & SERVICES	1,027.01	88,400.00	-87,372.99	1.16 %
2.4 CAPITAL OUTLAY		15,000.00	-15,000.00	
Total 2. GRANT FUND EXPENSE	28,917.01	181,400.00	-152,482.99	15.94 %
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	40,667.61	250,000.00	-209,332.39	16.27 %
Reserved for Future Expenses		1,000.00	-1,000.00	
Total 3. PROPERTY FUND CAPITAL OUTLAY	40,667.61	704,352.00	-663,684.39	5.77 %
4. PERSONNEL SVC FUND EXPENSE				
Liability & Service	1,317.24	209,324.00	-208,006.76	0.63 %
Reserved for Future Expenses		5,000.00	-5,000.00	
Total 4. PERSONNEL SVC FUND EXPENSE	1,317.24	214,324.00	-213,006.76	0.61 %
Unapplied Cash Bill Payment Expense	0.00		0.00	
Total Expenses	\$3,248,969.65	\$10,038,855.00	\$ -6,789,885.35	32.36 %
NET OPERATING INCOME	\$6,544,331.66	\$0.00	\$6,544,331.66	0.00%
Other Expenses				
Reconciliation Discrepancies	0.00		0.00	
Total Other Expenses	\$0.00	\$0.00	\$0.00	0.00%
NET OTHER INCOME	\$0.00	\$0.00	\$0.00	0.00%
NET INCOME	\$6,544,331.66	\$0.00	\$6,544,331.66	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	104
October	92	86	100
November	87	86	90
December	104	110	103



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	\$ 79,476
October	\$ 63,485	\$ 71,943	\$ 97,698
November	\$ 97,509	\$ 71,590	\$ 87,071
December	\$ 60,188	\$ 52,699	\$ 83,910



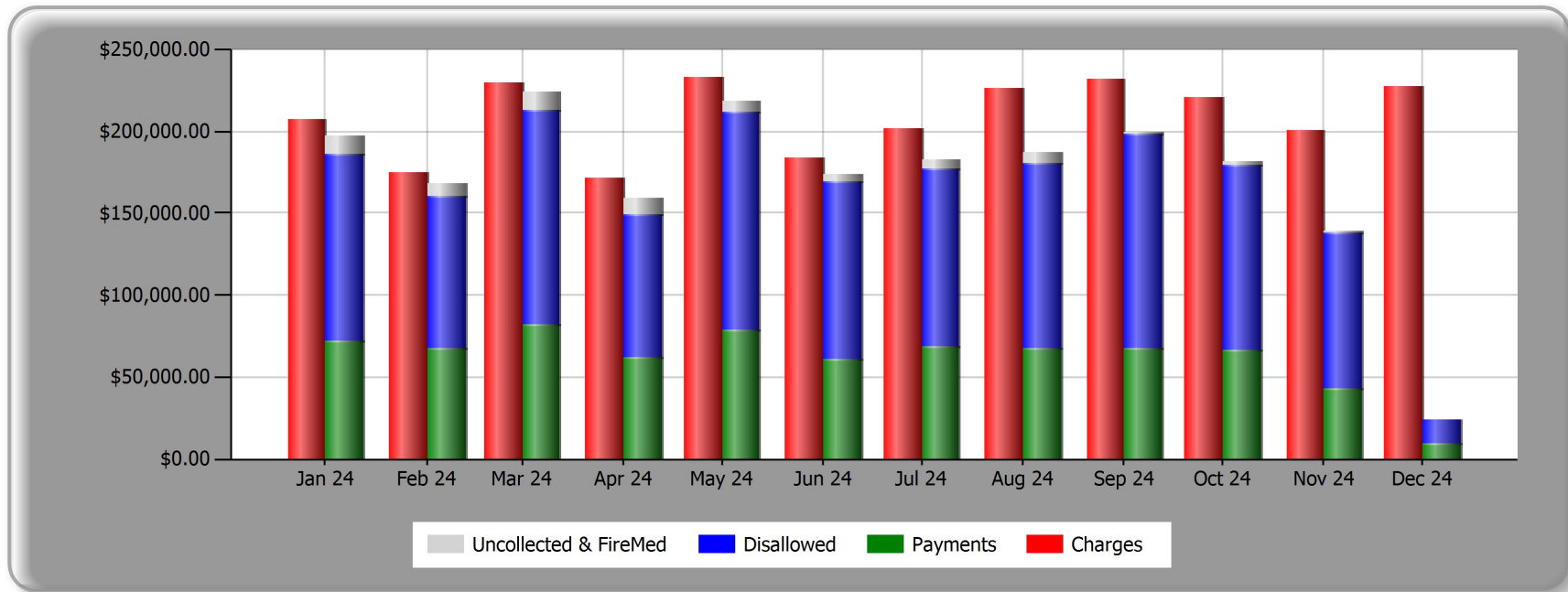
**Scappoose RFPD
ANNUAL COLLECTION STATISTICS**

Company	Scappoose RFPD
Date Of Service	1/1/2024
Date Of Service	12/31/2024
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
Jan 24	94	207,456.20	-71,944.16	35 %	-5,791.24	3 %	-114,442.09	55 %	-5,849.81	3 %	9,428.90	5 %
Feb 24	79	175,007.00	-67,393.49	39 %	-1,850.00	1 %	-93,560.68	53 %	-6,039.23	3 %	6,163.60	4 %
Mar 24	104	229,821.00	-82,697.70	36 %	-2,366.20	1 %	-130,397.60	57 %	-8,755.58	4 %	5,603.92	2 %
Apr 24	78	171,427.20	-62,151.78	36 %	-2,615.01	2 %	-87,574.27	51 %	-6,758.40	4 %	12,327.74	7 %
May 24	105	233,626.40	-79,093.71	34 %	-3,701.22	2 %	-133,456.84	57 %	-3,026.44	1 %	14,348.19	6 %
Jun 24	83	183,513.80	-60,564.40	33 %	-2,500.00	1 %	-108,706.65	59 %	-2,630.08	1 %	9,112.67	5 %
Jul 24	91	202,028.60	-68,478.25	34 %	-2,425.00	1 %	-108,700.88	54 %	-3,814.38	2 %	18,610.09	9 %
Aug 24	102	227,040.20	-68,145.20	30 %	-4,056.25	2 %	-112,989.97	50 %	-2,160.80	1 %	39,687.98	17 %
Sep 24	104	232,407.40	-68,069.68	29 %	-1,075.00	0 %	-130,097.42	56 %	-511.40	0 %	32,653.90	14 %
Oct 24	100	221,084.00	-67,104.76	30 %	-1,574.41	1 %	-112,661.08	51 %	0.00	0 %	39,743.75	18 %
Nov 24	91	200,823.00	-43,350.30	22 %	-425.00	0 %	-95,259.29	47 %	0.00	0 %	61,788.41	31 %
Dec 24	103	228,100.80	-9,425.93	4 %	0.00	0 %	-14,262.29	6 %	0.00	0 %	204,412.58	90 %

1,134 2,512,335.60 -748,419.36 -28,379.33 -1,242,109.06 -39,546.12 453,881.73

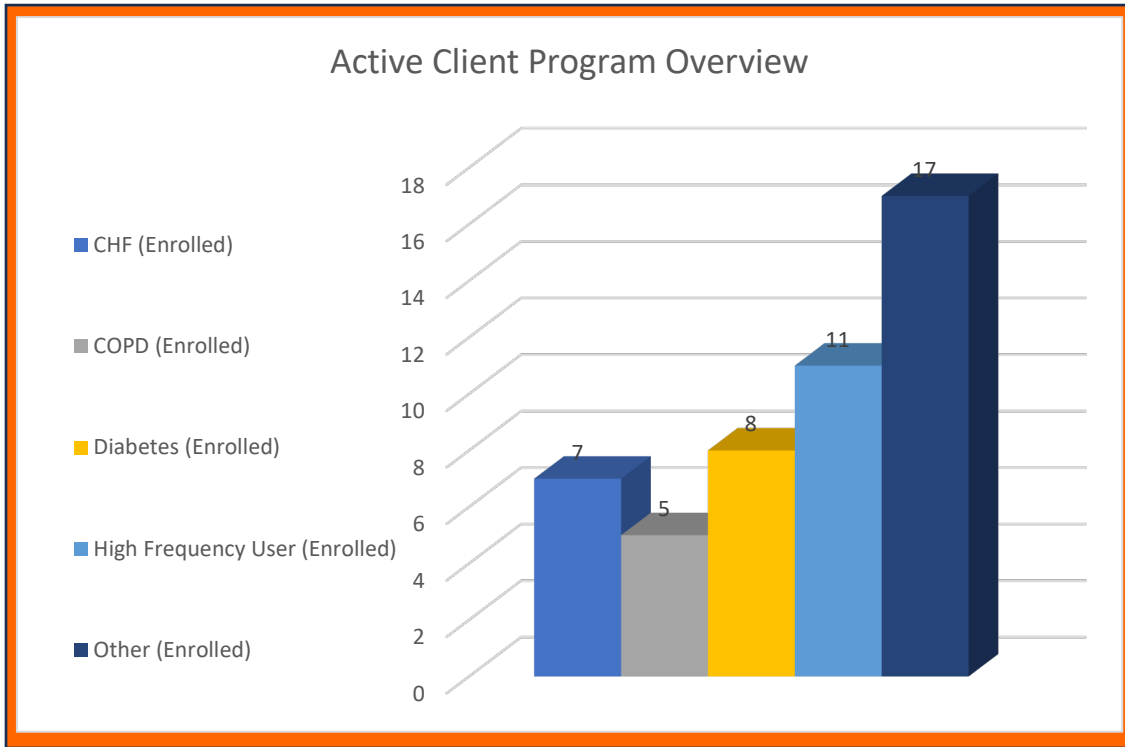
All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



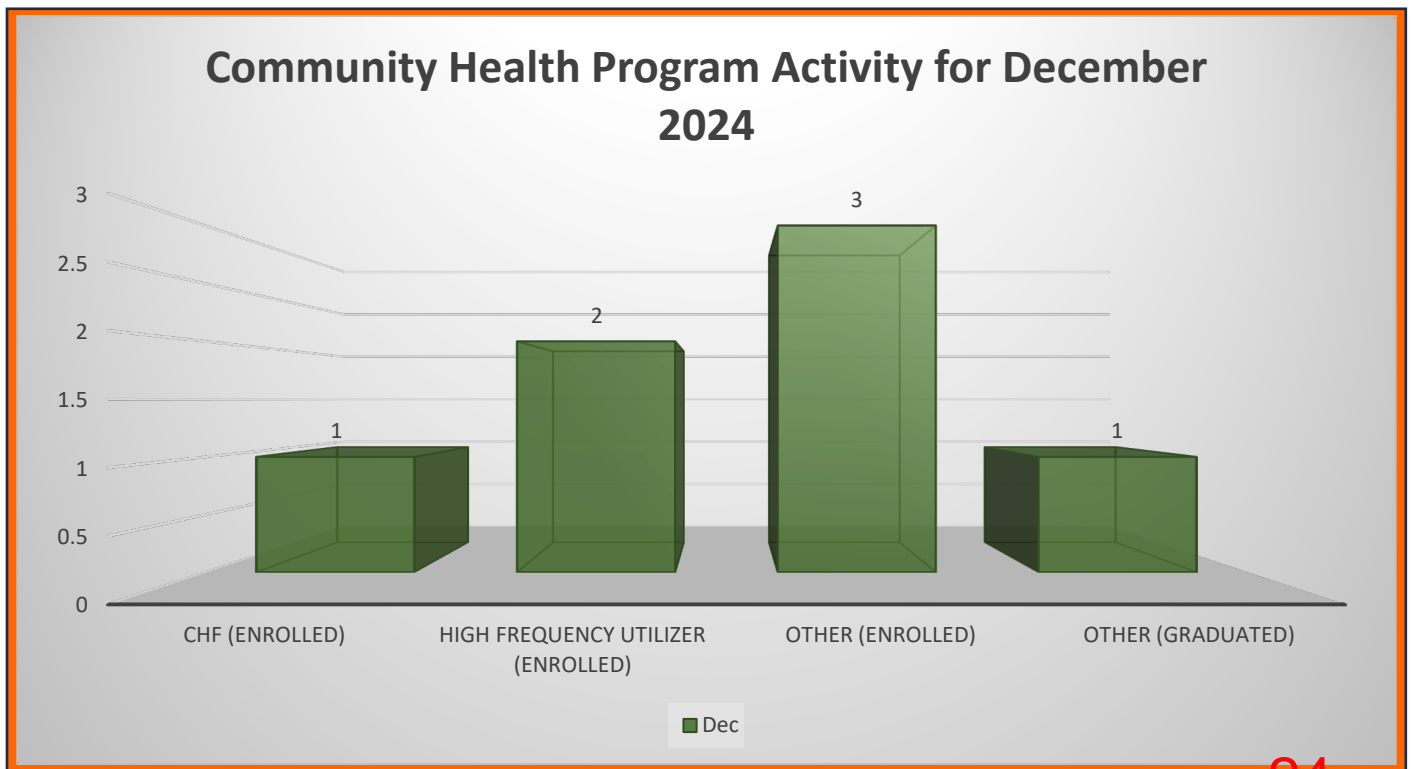
COMMUNITY PARAMEDIC REPORT

December 2024 Community Paramedic Program Report

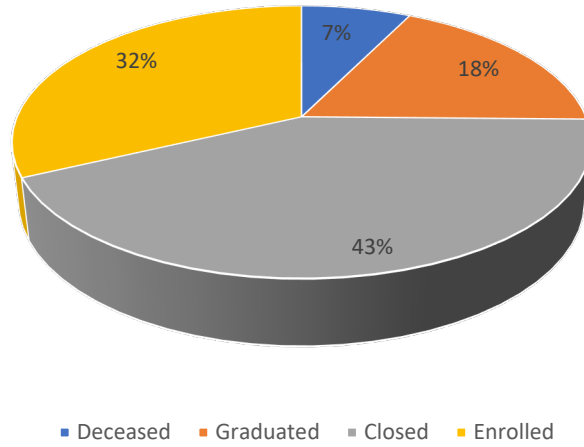
As of **December 31, 2024**, our Community Paramedic has **48 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **23 years old**, the oldest being **95 years old**, with the average age being **62 years old**.



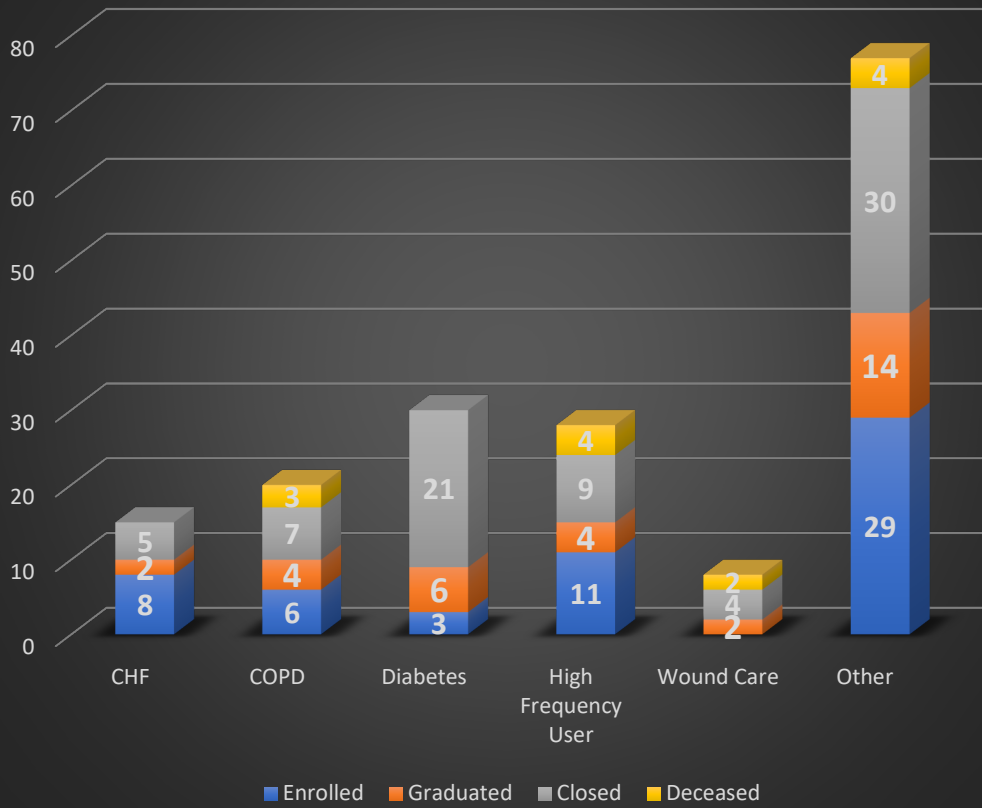
The graphic below represents program status changes that occurred in **December 2024**.



Client Program Status Update Overview 2024

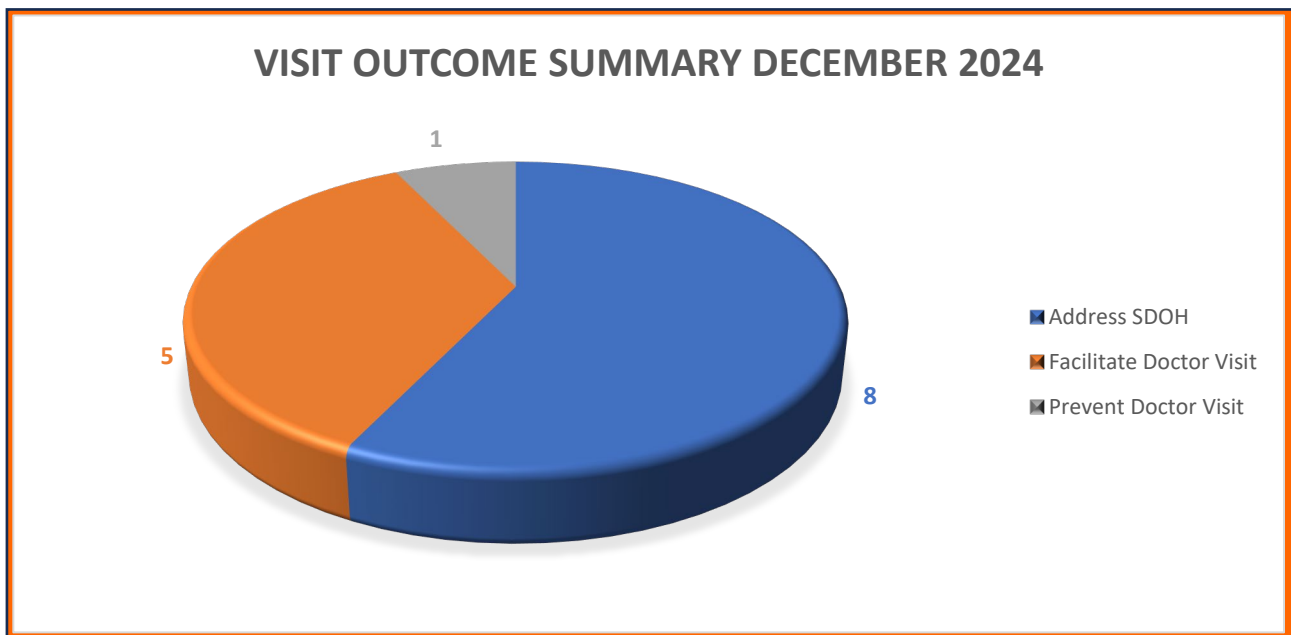
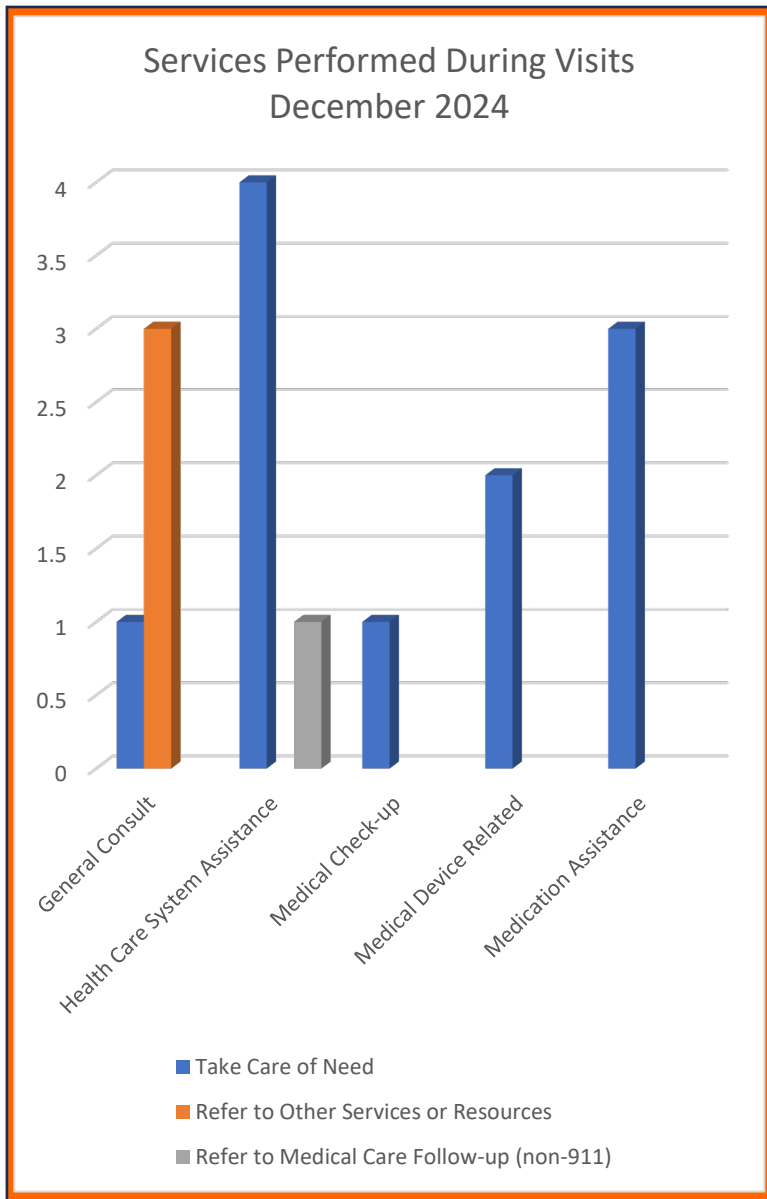


Client Program Update Overview 2024



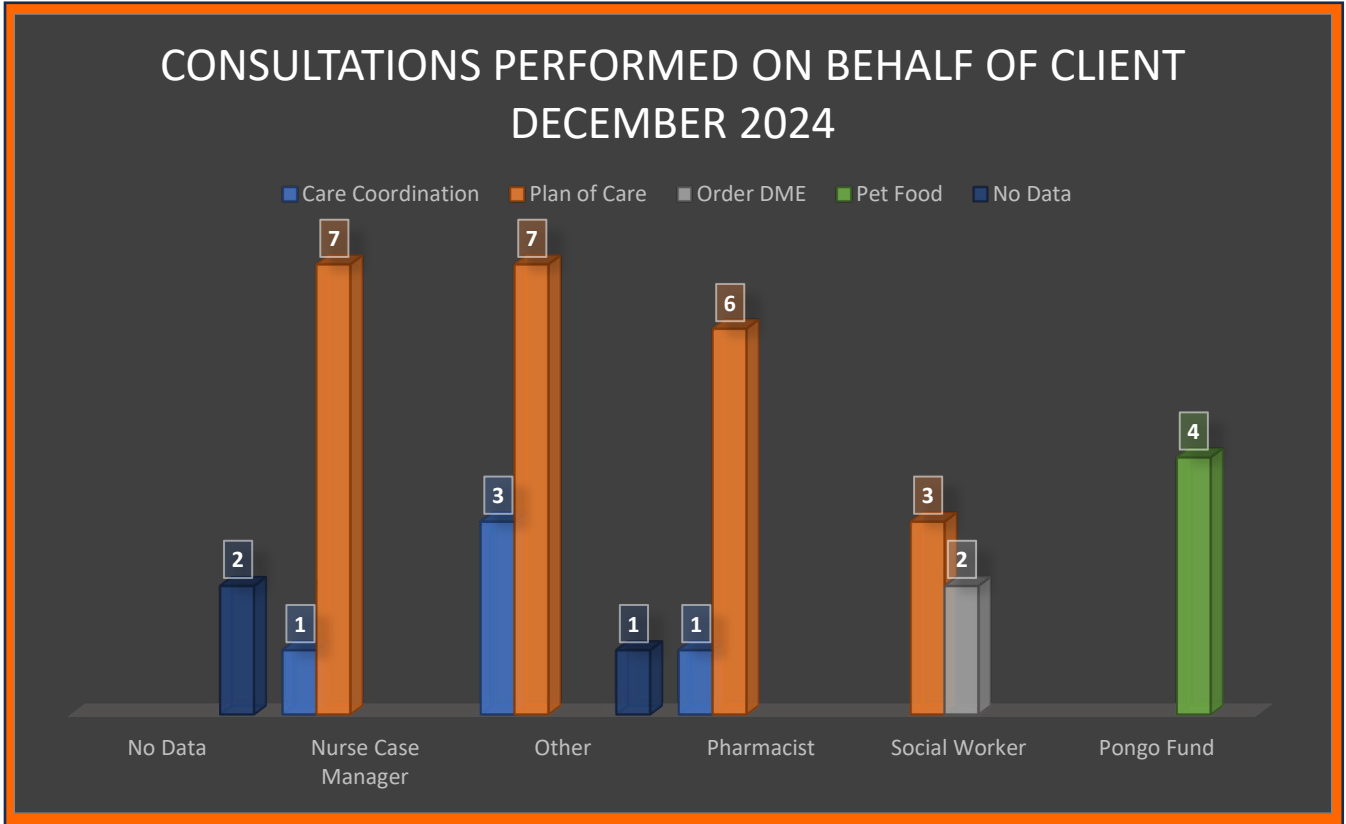
The total number of documented client visits during **December 2024** is **13** compared to **27** during the same time period in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for **December 2023 / 2024**.





*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 **December 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; to accessing high-quality pet food for clients so they don’t have to forgo buying their prescription medications to buy food for their pet.



*DME = Durable Medical Equipment

RESPONSE ACTIVITY REPORT

MONTHLY REPORT

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT

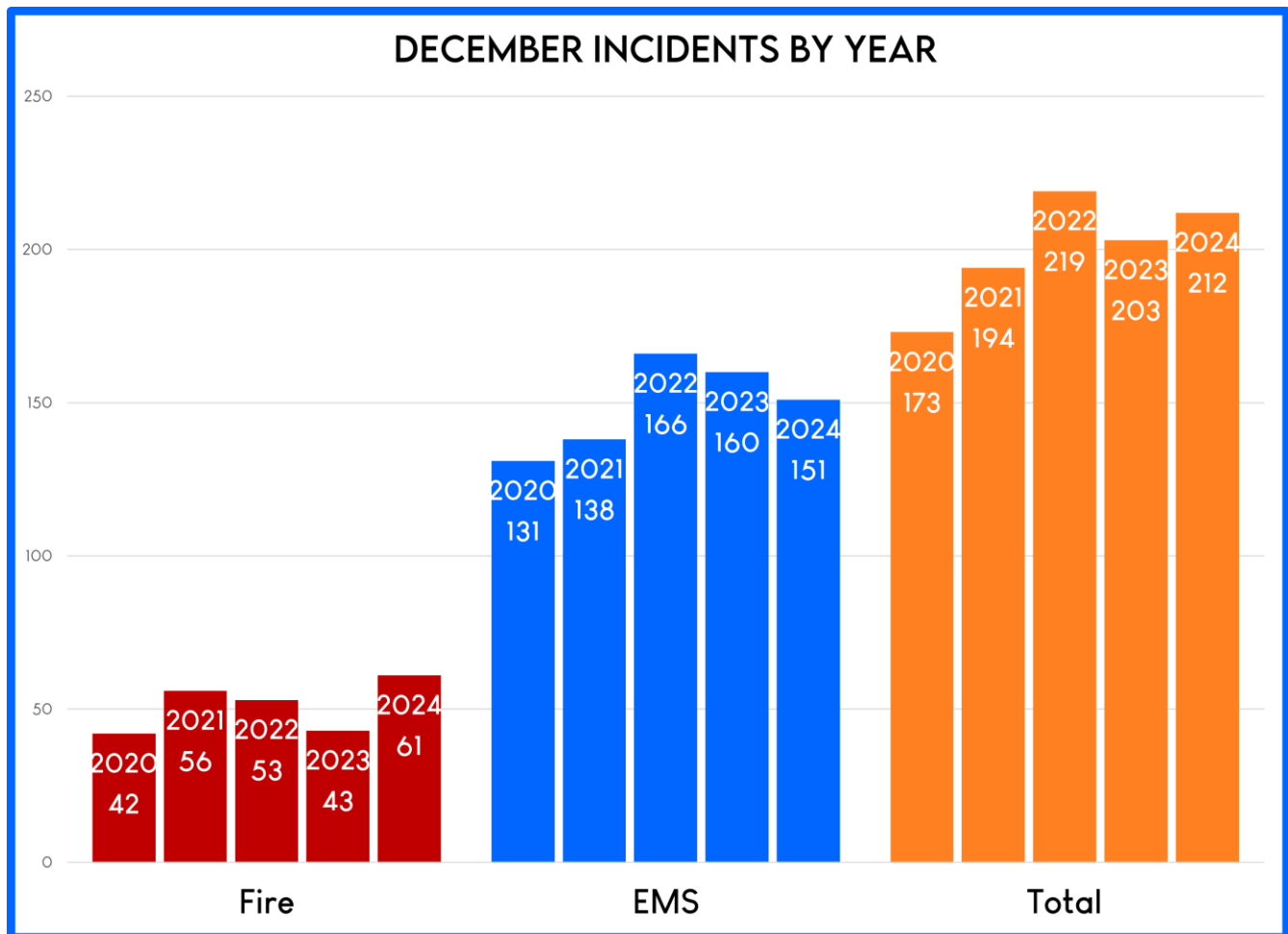


DECEMBER 2024

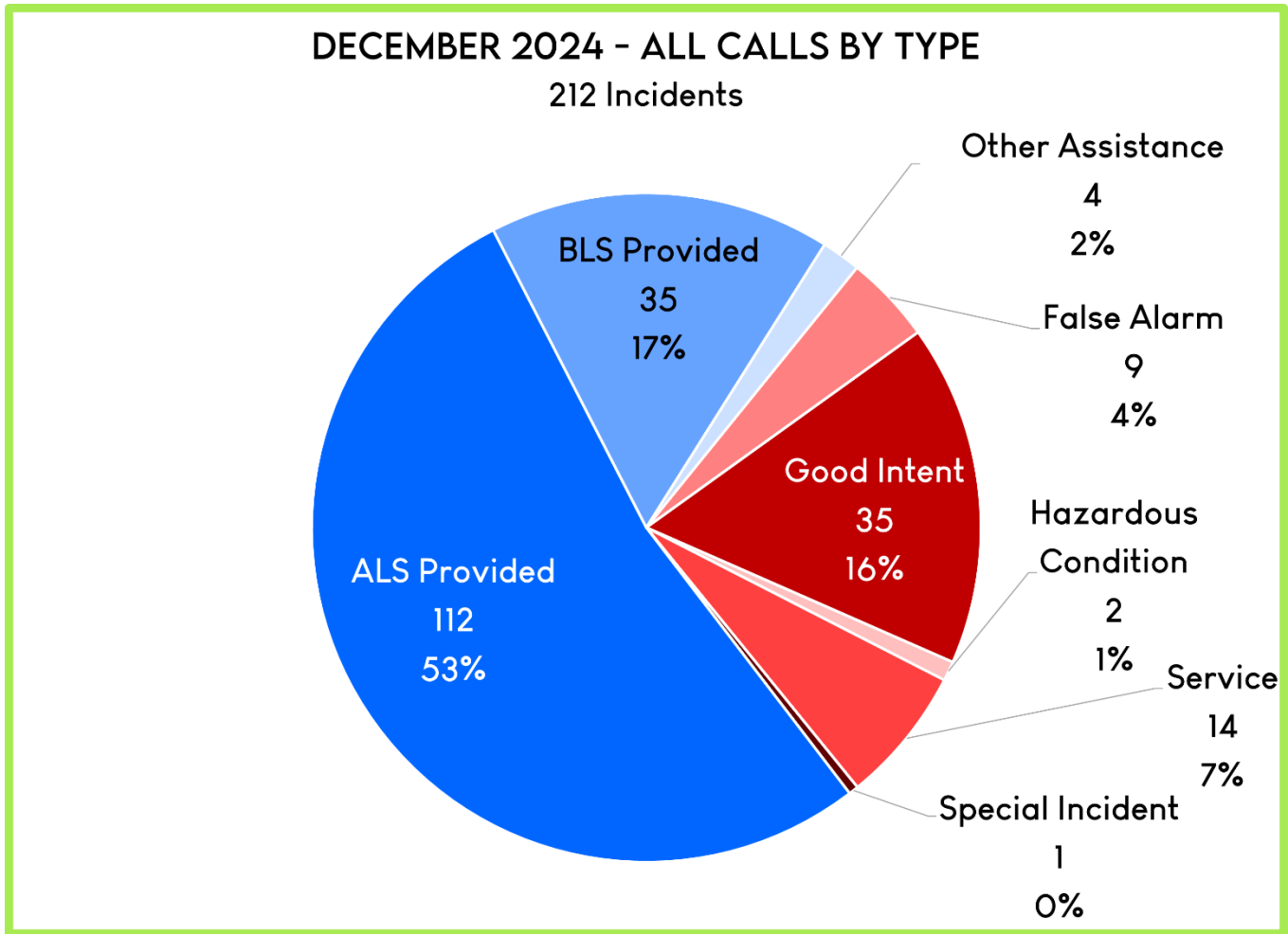
For the month of December, Scappoose Rural Fire Protection District responded to a total of 212 calls for service. There was a total of 423 apparatus responses spending 248 hours and 14 minutes of time. EMS incidents accounted for 71% (151) of the call volume, while Fire incidents were 29% (61). The EMS related calls for the month included a total of 156 patients treated, with 103 (66%) of those transported to area hospitals. COVID-19 was suspected or confirmed in 0 patients.

Approximately 41% of the calls for service (87 incidents) represent overlapping calls (at least one other call in progress). Approximately 29% (19 incidents) of the of the 65 incidents that occurred during the hours of 8 PM to 8 AM represent overlapping calls. There were no 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 December, SRFD averaged 1.97 Fire calls per day and 4.87 EMS calls per day for an overall daily average of 6.84 calls per day. Total Fire & EMS incidents for the same month in 2023 was 203. There were 4.43% more calls this month compared to the same month last year.

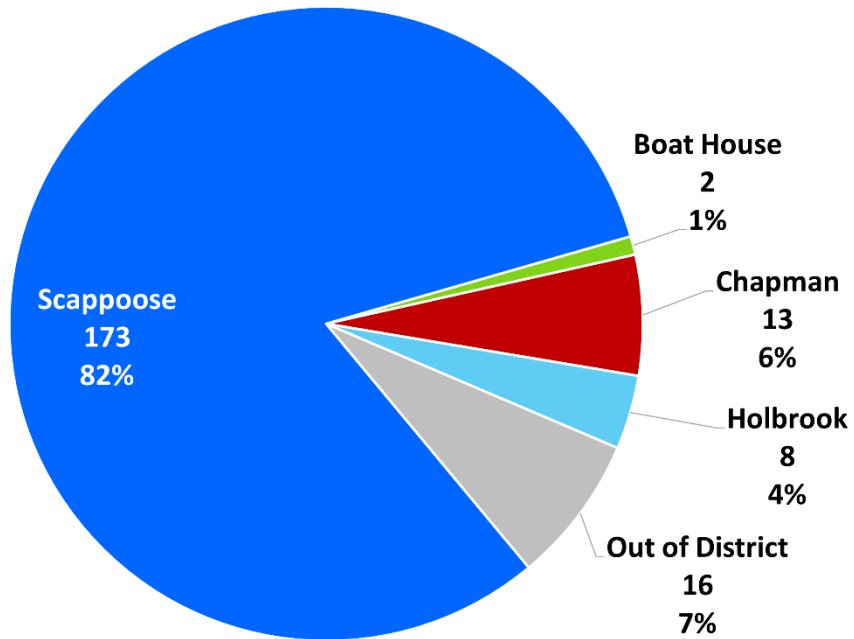


FIRE AND EMS CALL BREAKDOWN FOR DECEMBER 2024



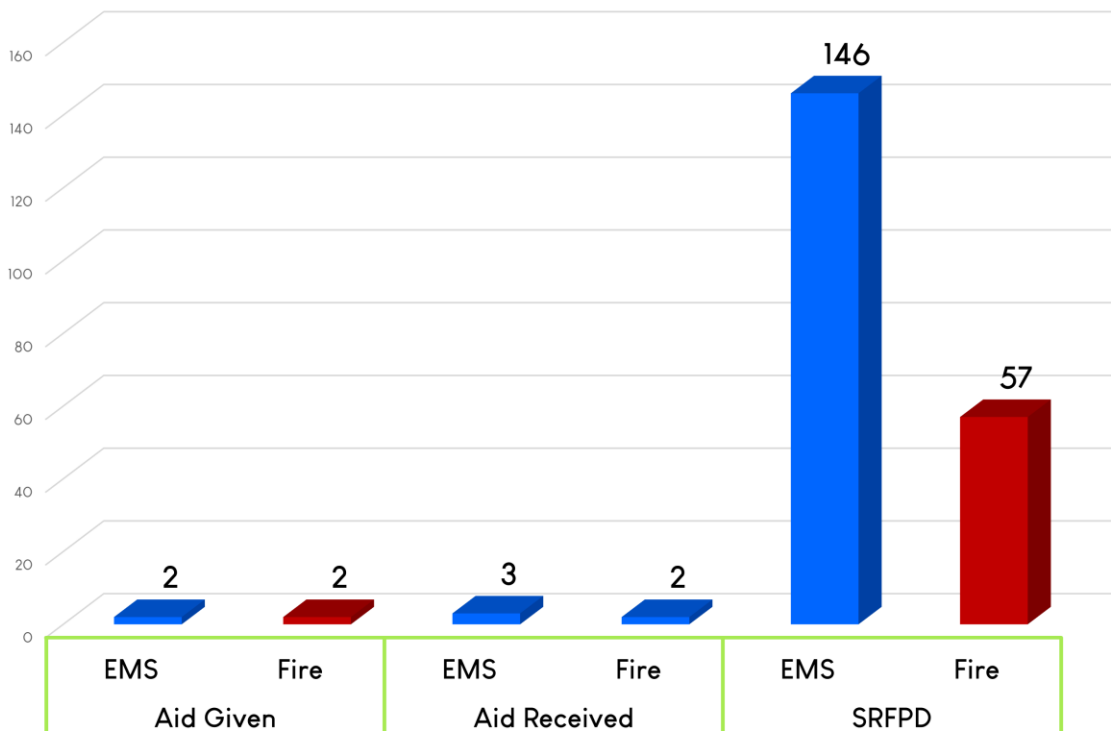
DECEMBER 2024 - INCIDENTS BY STATION

212 Incidents with 423 Apparatus Responses

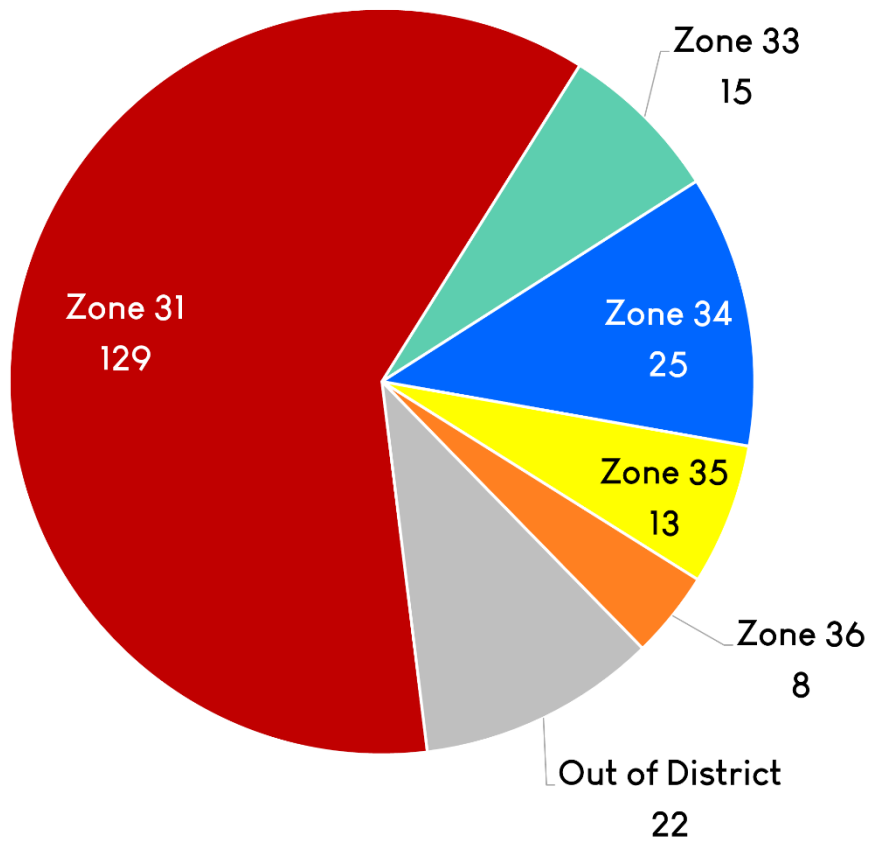


INCIDENTS BY RESPONDING JURISDICTION

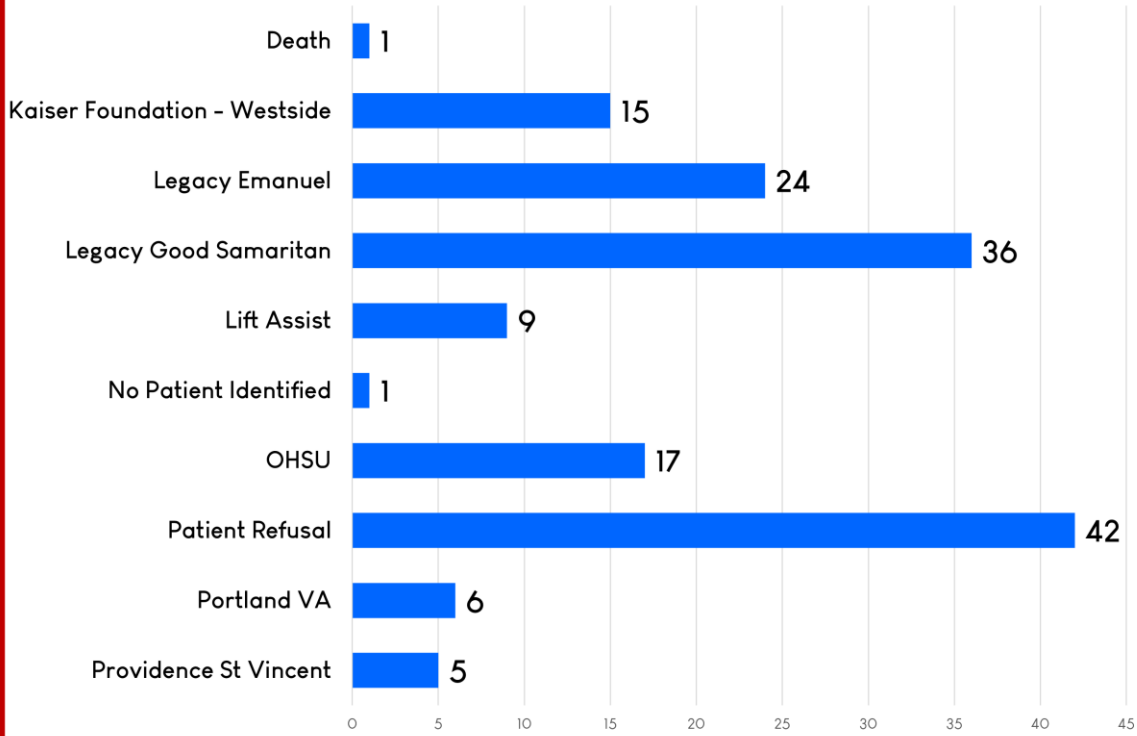
December 2024



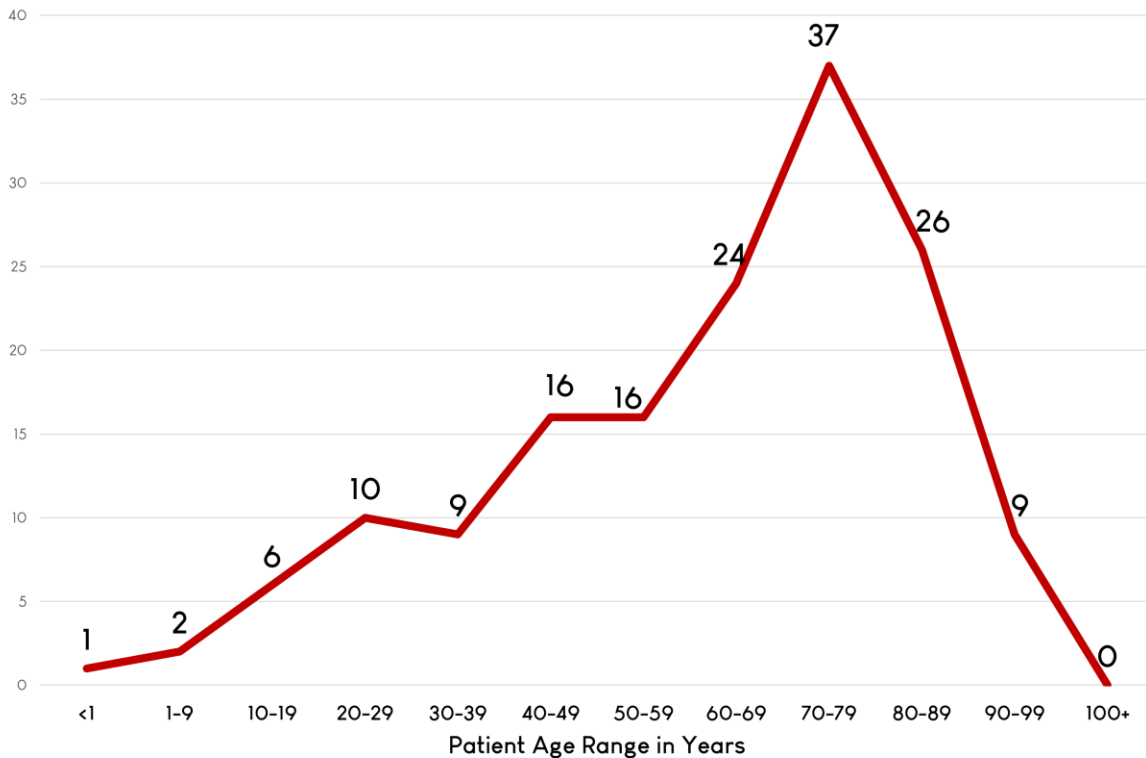
DECEMBER 2024 - INCIDENTS BY ZONE



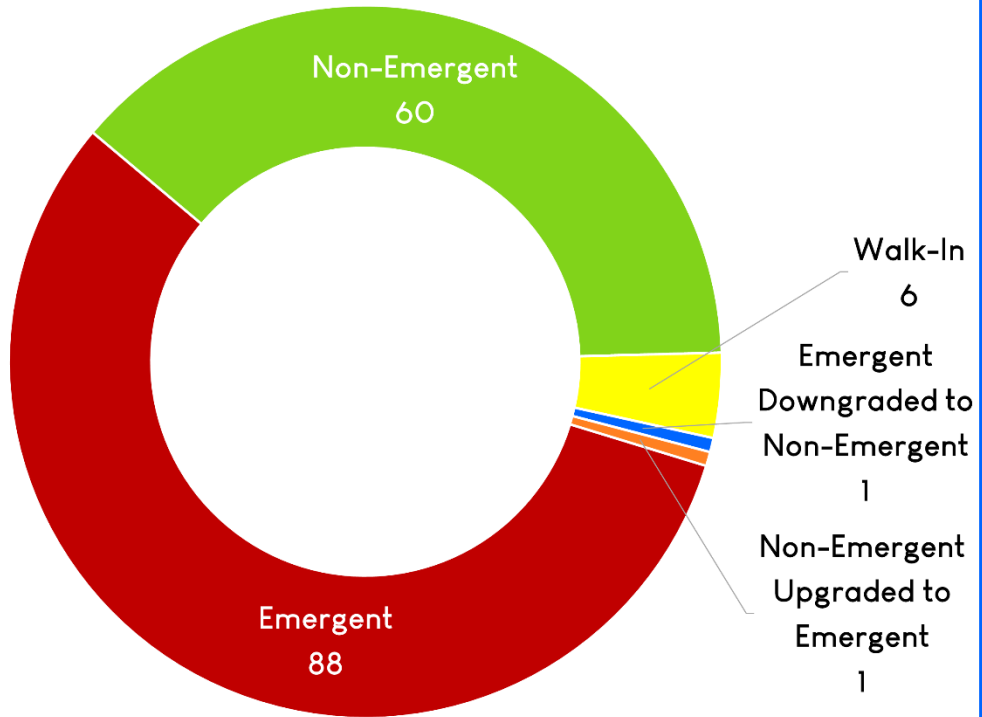
DECEMBER 2024 - PATIENT DISPOSTION 156 PATIENTS TREATED; 103 TRANSPORTED



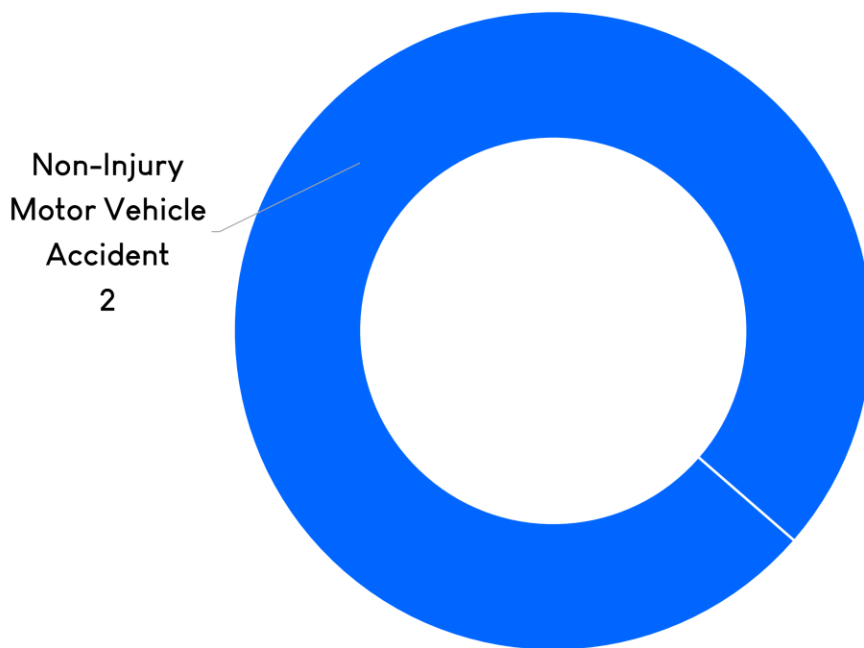
DECEMBER 2024 - AGE OF PATIENTS TREATED

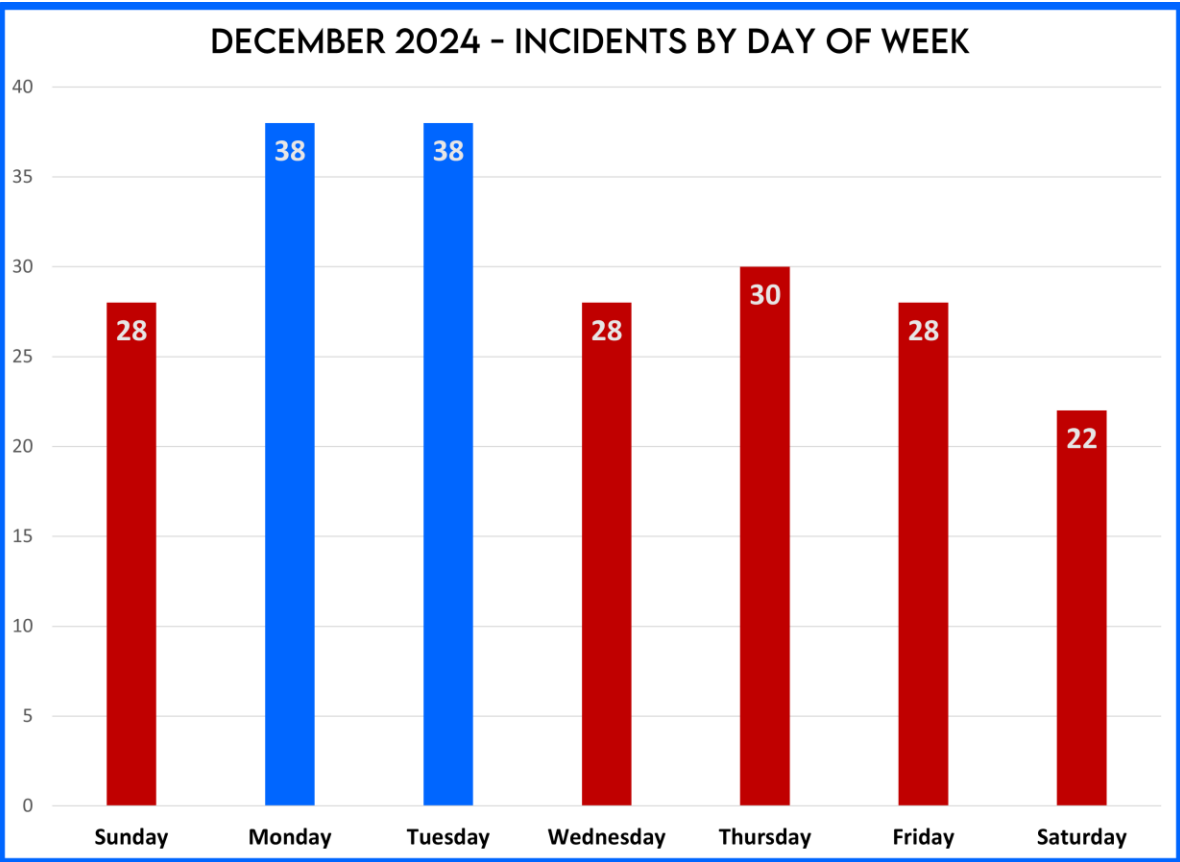
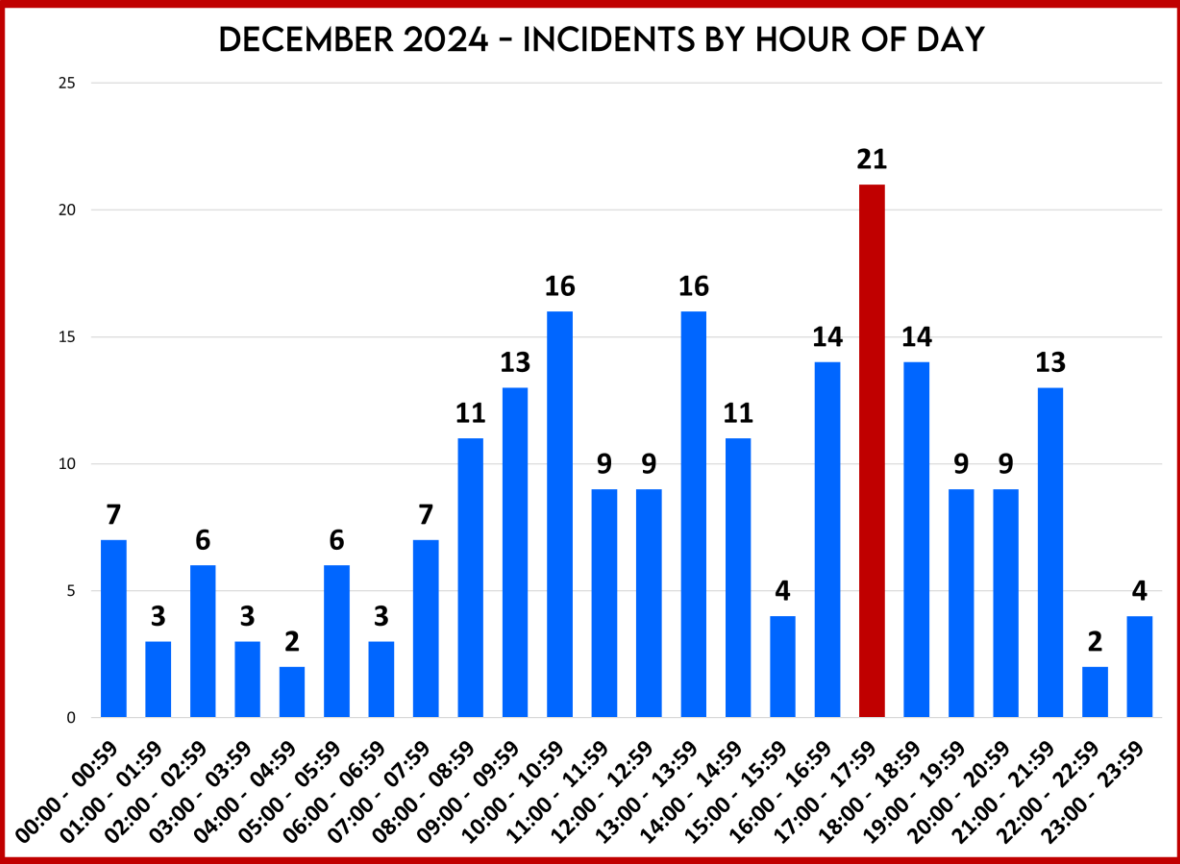


DECEMBER 2024 - EMS RESPONSE MODE

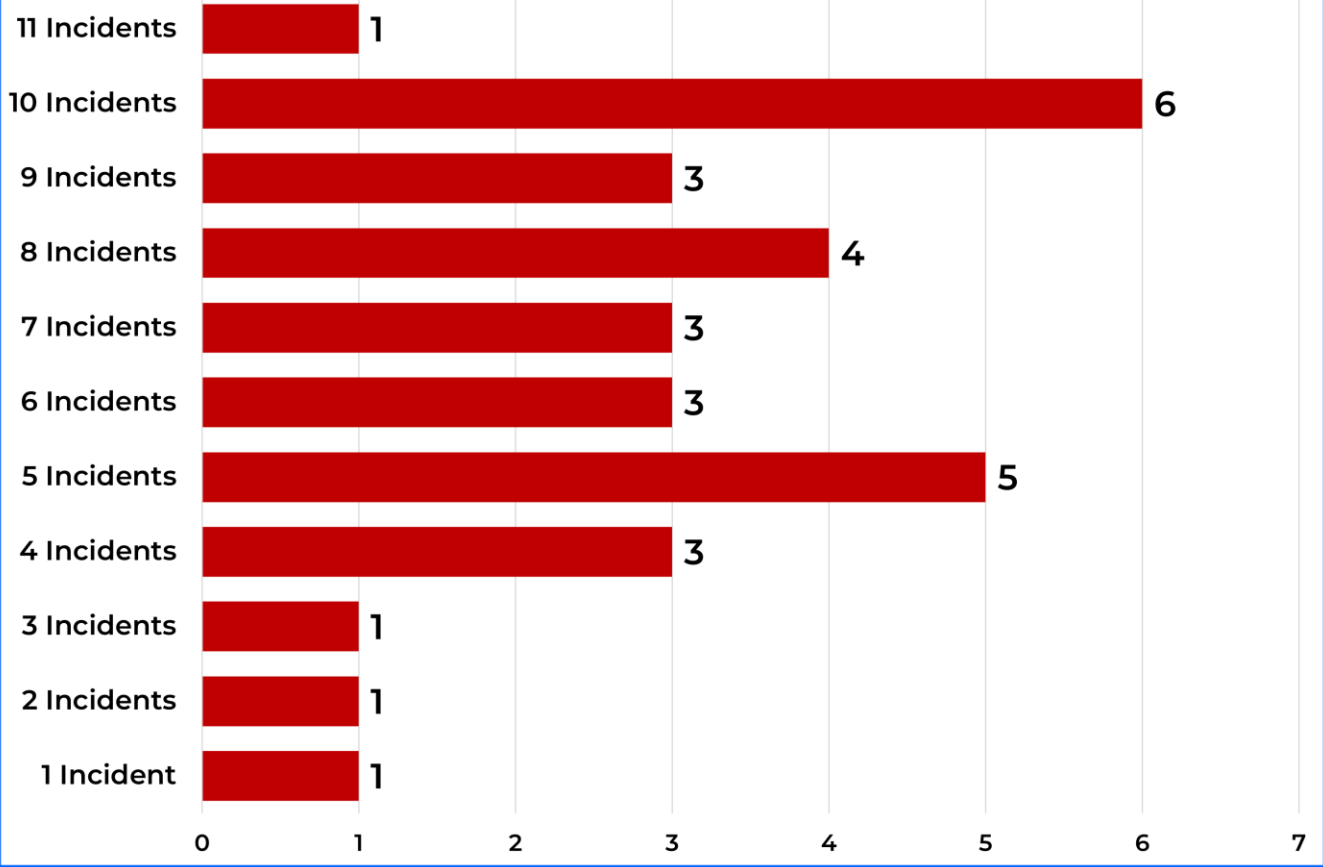


DECEMBER 2024 - 2 MOTOR VEHICLE ACCIDENTS



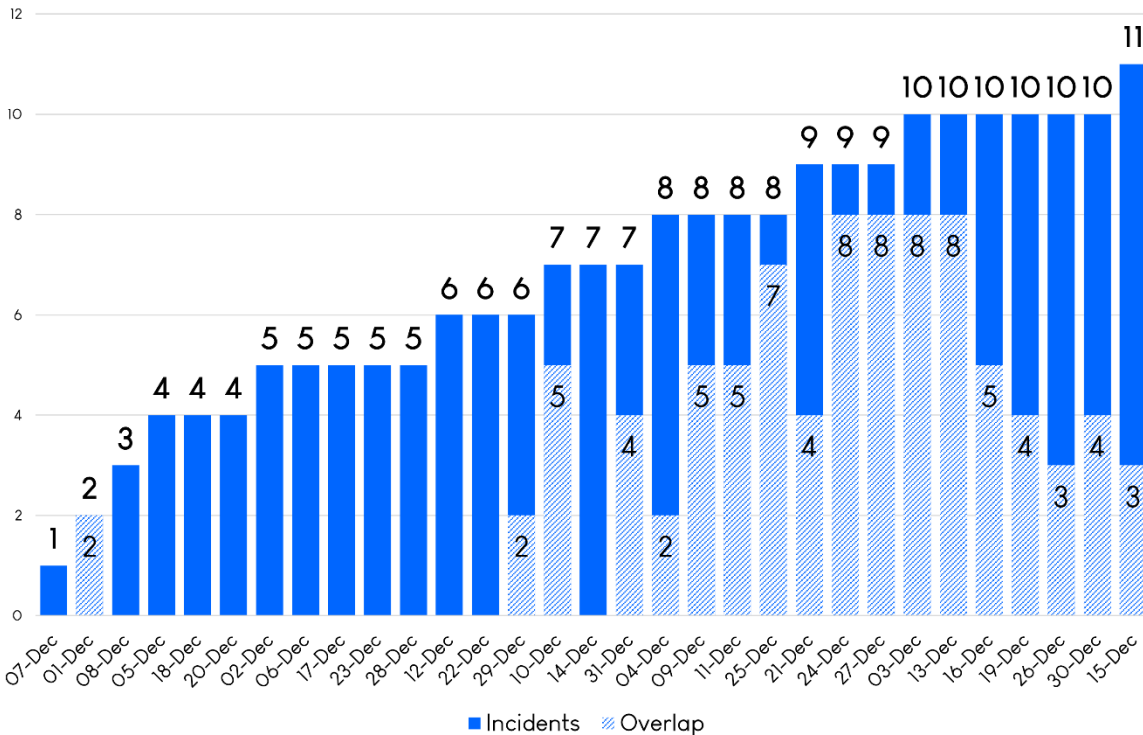


DECEMBER 2024 - INCIDENT COUNT BY DAYS



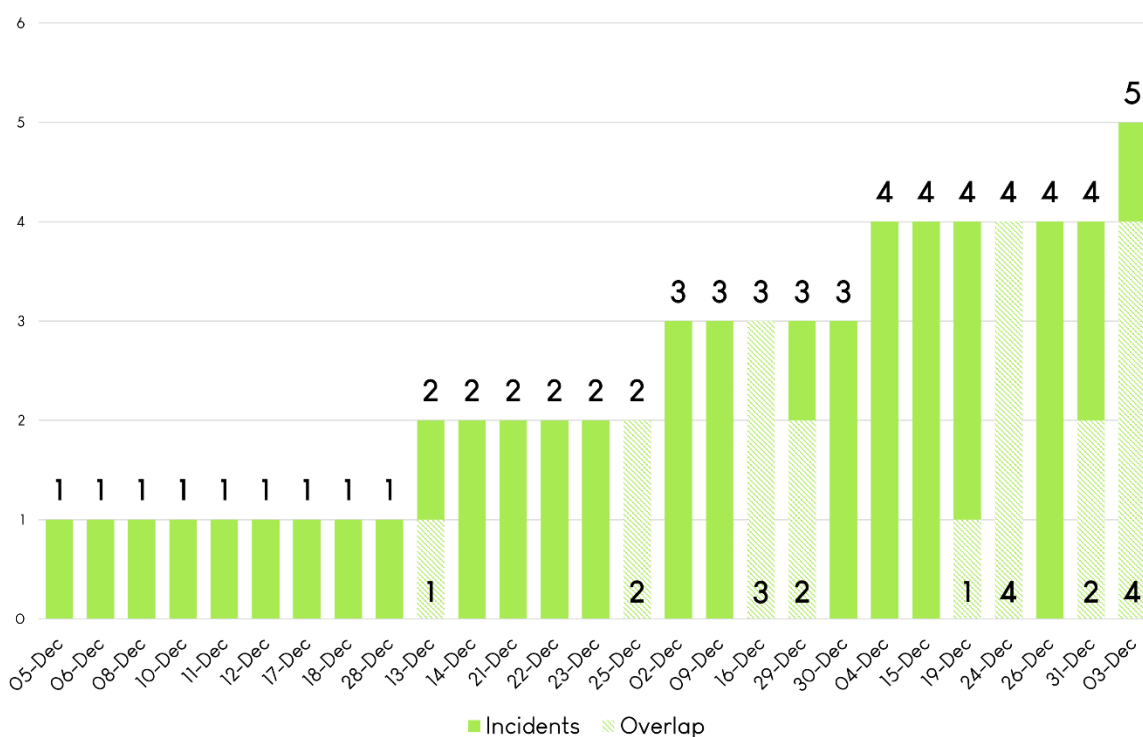
DECEMBER 2024 - DATES AND OVERLAPPING INCIDENTS

212 Incidents with 87 Overlapping (41%)



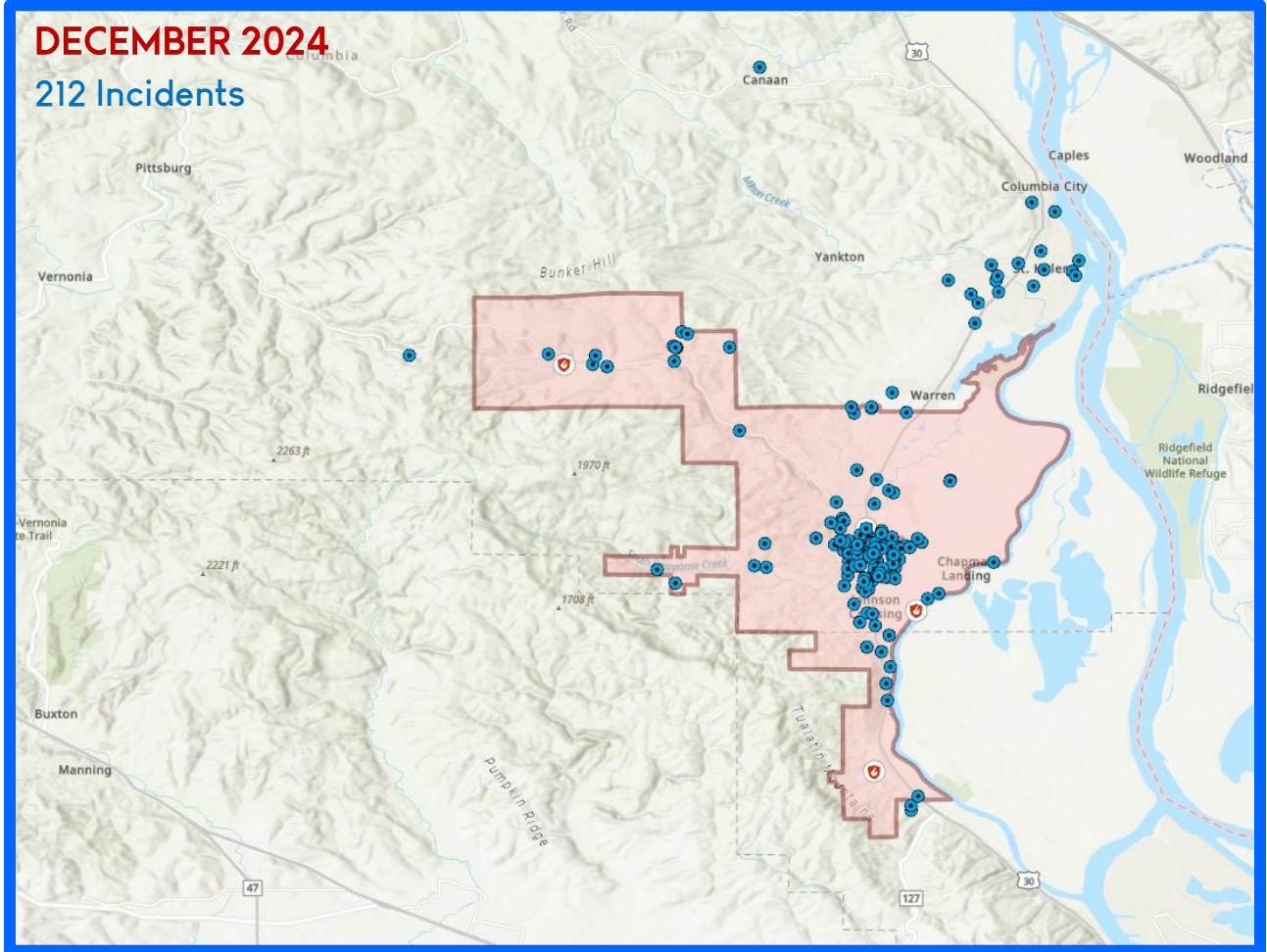
DECEMBER 2024 - DATES AND OVERLAPPING INCIDENTS

Calls from 8 PM to 8 AM; 65 Incidents with 19 Overlapping (29%)



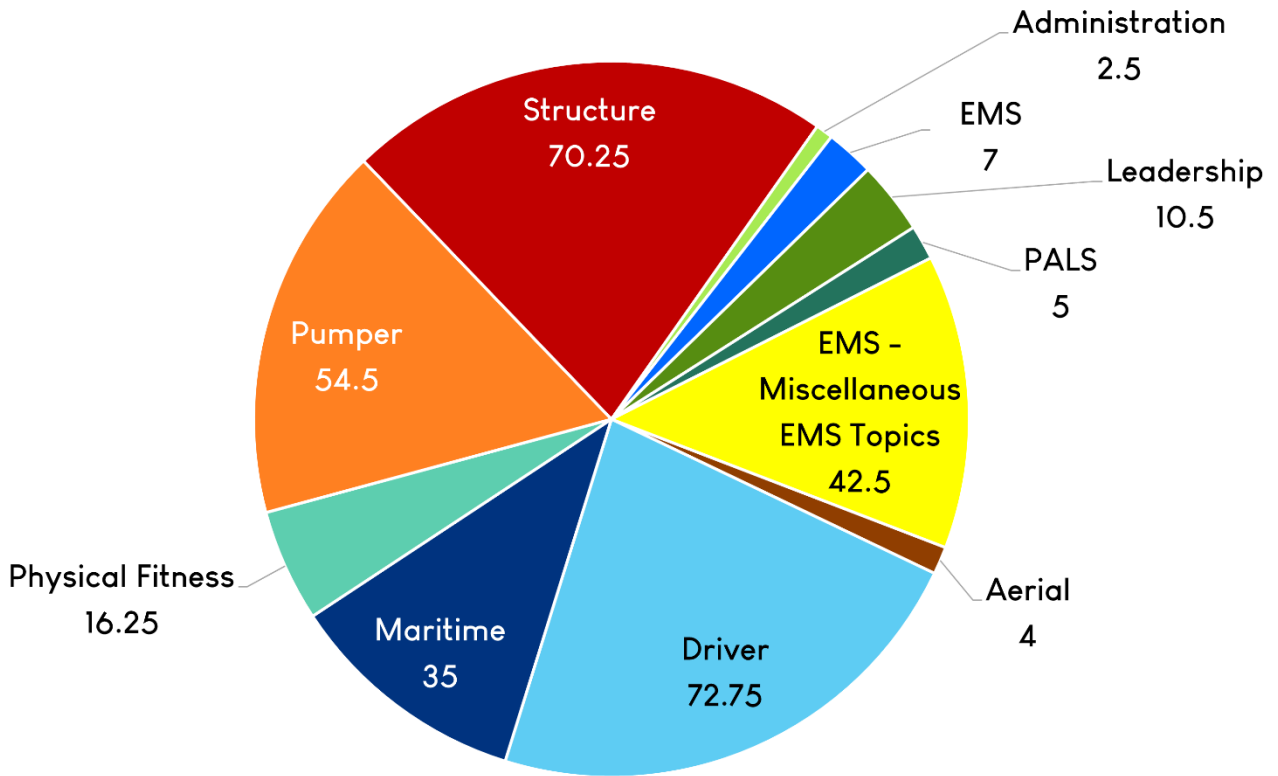
DECEMBER 2024

212 Incidents

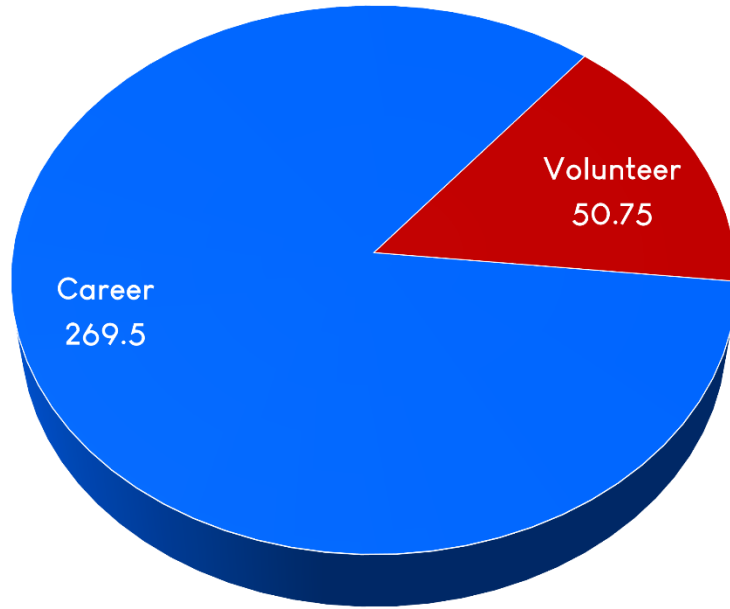


DECEMBER 2024 - TRAINING HOURS BY SUB-CATEGORY

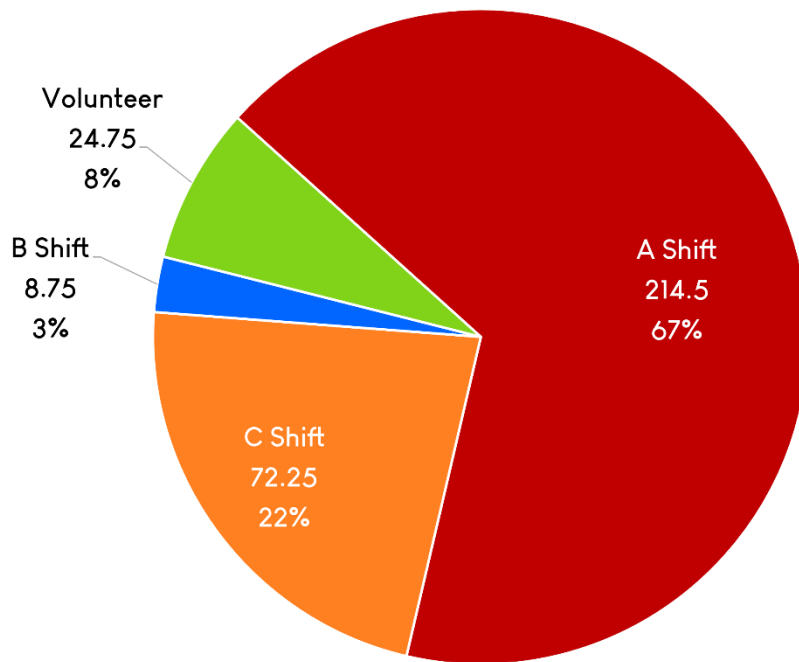
320.25 Total Hours



DECEMBER 2024 - VOLUNTEER & CAREER
TRAINING HOURS



DECEMBER 2024 - TRAINING HOURS BY SHIFT



**UNCREWED
AIRCRAFT (UAS)
ACTIVITY
REPORT**

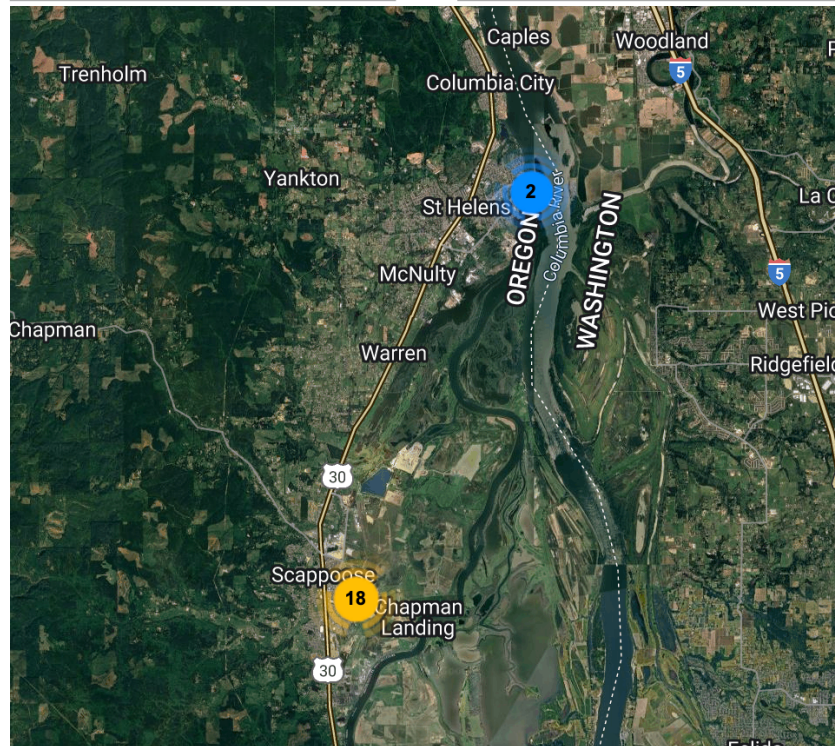
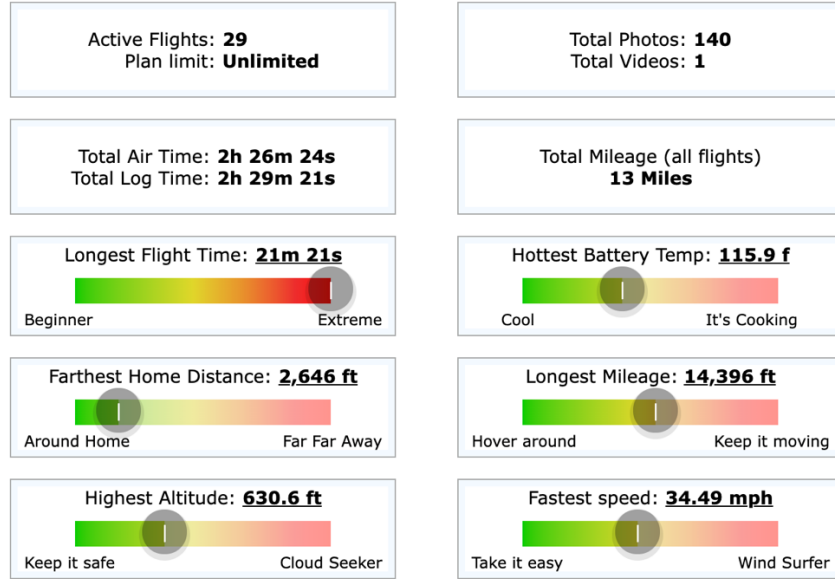
BOARD AVIATION REPORT

December 2024

TOTAL FLIGHTS: 29

TOTAL HOURS: 2 hours 29 Minutes 21 seconds

CAPTURED IN AIR DATA



STAFF REPORTS

Fire Chief Report

December

Meetings Attended

Date	Topic	Date	Topic
12/2/24	Chief ASA Meeting	12/21/24	UAS Training
12/3/24	RDPO Program committee mtg	12/23/24	Toller Check In meeting
12/4/24	County Commission Meeting	12/29/24	Pre Bargaining Meeting
12/5/24	IFUASS Meeting		
12/5/24	RDPO Fire & EMS WG Meeting		
12/9/24	Fire Defense Board Mtg		
12/9/24	MTG with First Arriving		
12/9/24	Time With Team		
12/10/24	Assured Safe Meeting		
12/11/24	Baker Tilley Meeting		
12/12/24	ODART Meeting		
12/12/24	Board Meeting		
12/13/24	ODAV Strategic Planning Meeting		
12/19/24	Fire Engineering Webinar (Speaker)		

Hours Worked December: 134

Hours On Call in December: 162

Hours On Call For CRFR: 24

Hours TRAINING December: 40

TOTAL HOURS: 336

Training

Technology Summit International (Oklahoma City)

UAS Training

Projects

Ambulance Service Area Agreement – *In Progress*

Portland Fire Mutual Aid Agreement – *In Progress*

Portland Fire IGA – *Completed and Signed, waiting for PFB to finish signing*

New Ambulance Purchase Agreement – *Signed*

May 2025 Election ~ *In Progress*

Working with state senators / reps for legislation changes ~ *In Progress*

CRFR Agreement for Plan Review ~ *In Progress*

Fire Station Project ~ *Tabled*

SPIRE 2023 ~ *Awarded Airbags and COW (Cell On Wheels)*

NASA ACERO ~ *In Progress*

1. Holiday Share and Care Initiative

The holiday season marked an exciting period for our organization through the successful implementation of the Share and Care project. The community greatly benefited from our efforts to provide gifts and support, highlighting our commitment to giving and community involvement. We're proud of the positive impact made during this festive season.

2. Social Media Team Achievements

A special commendation goes to the exceptional contributions from our social media outreach team. Their efforts have elevated our online presence with content that beautifully blends history and our mission of community engagement. This aligns perfectly with our motto and mission statement, as seen in several well-received postings.

3. Strategic Financial Planning

We initiated a beneficial partnership with a contracted financial planner as part of our strategic planning process. Engaging a subject matter expert ensures our financial strategies are well-aligned with district goals, with an eye toward making necessary course corrections that could have lasting benefits.

4. TSI Conference and National Collaboration

A significant opportunity arose at the TSI conference, where a productive 30-minute meeting was held with the head of the U.S. Fire Administration and her chief of staff. The discussion centered on training assistance, with our proposal presented on behalf of the IAFF and IAFC Robotics Working Group. This meeting laid the groundwork for future coordination with the National Fire Academy and other federal entities.

5. 2025 Communication Goals

Considerable effort was dedicated to advancing one of our pivotal goals for 2025, which emphasizes enhanced communication. Initiatives include more frequent engagements with staff and updates to station dashboards to improve information sharing across the department.

6. Economic Development Discussions

I participated in several discussions with the Columbia County Economic Development Coordinator and other government bodies regarding upcoming economic development projects. These projects could necessitate additional fire service resources, and we aim to proactively address potential needs.

7. Upcoming 2025 Projects

We are gearing up for a busy year ahead, starting with the High School STEM and workforce development project, which promises to foster educational and career pathways for youth in our community.

This report reflects a month of significant achievements and sets the stage for a proactive start to 2025. Thank you to all team members for their dedication and hard work.

**Assistant Chief Marks
January 2025**

December Projects:

Duty Shifts - Safety Program - Wellness Program
CQI Program – Compliance Data Collection -
Records Requests-

Drills / Activities / Meetings in December included:

Fire Defense Board	HPO Steering Committee
New Engine Training	NERIS Webinar
Case Reviews	ASA Meetings
Winter Planning Meeting	RDPO Meeting
FPAAC Q 4 Meeting	Chief Sharek’s Retirement Celebration
Cardoos 6 Month Test	

The NERIS project continues to unfold. We are in a holding pattern waiting for ImageTrend to complete their updates to include the new system.

Chief Pricher and I continue to work with Columbia County Public Health regarding the ASA process. A “Contract” was delivered to the ASA Franchise recipients. We are working with legal and the other agencies to negotiate this contract.

Scappoose Fire was the only fire agency to attend a winter operations planning meeting. Other attendees included utility companies, public works from all agencies in the county, CCSO, the Red Cross, Cert and the National Weather Service.

Share and Care hand out day was another success. Things seemed to have ran smoothly from my stand point outside directing traffic.

As requested at the September 2023 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. Updating the Blood Bourne Pathogens class.
4. New ambulance build.
5. 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 Dec 2024	155 Hours
Call time in Dec 2024	55 Hours (call shifts minus office time)
Total Hours for Dec 2024	210 Hours

Chief Bautista Report
Prevention & Training Divisions
January 2025

December Projects:

- ◆ Volunteer Program Coordination (On going) - Working with Henry Oberbarnscheidt the in the Member Outreach position and new volunteer recruit onboarding process
- ◆ Scappoose High School Fire & Emergency Services Course Schedule (Completed)
- ◆ FEMA AFG Application Coordination (Completed)
- ◆ DPSST Agency Recertification (Complete)
- ◆ SRFD Uniforms (On going) - Working with FF Booth to get uniform items ordered and items for upcoming volunteer firefighter academy
- ◆ Coordinating support for Intern program process with FFs Zimbrick, Booth and Henry O (in progress)

Fire Marshal Division:

One (1) final driveway inspection was completed.

I have continued work with the Oregon Office of the State Fire Marshal on the 2025 Oregon Fire Code review and sitting on three committees. Meetings started in September and wrapped up in December. The State of Oregon will review all recommendation for formal adoption of the new 2025 Oregon Fire Code.

Training Division:

The Volunteer Recruit Academy (2025-01) is set to begin January 2025 through July 2025. An information session was December 11th to intake our new recruits. We will also be hosting volunteer recruits from Vernonia Fire District once a month during our weekend skill drills.

Congratulations to Lt Ahlers, FF Denley and Member Outreach Coordinator Henry Oberbarnscheidt for completing their probationary periods with the fire district.

Congratulations to FF Cardoos for completing his 6-month firefighter skills assessment. He will now move into the apparatus operator phase of this training.

January is the beginning of the Scappoose High School program. We will be teaching students Monday through Friday the month of January. A total of 14 students will be in the program. We are excited to continue this program for a second year.

Still working with LCRTOA to coordinate county wide firefighter drills and county wildland drills. Drill weekends will be incorporated into our recruit academy.

In December, I assisted Portland Fire & Rescue with their Senior Fire Inspector assessment center. The assessment center lasted two days.

Public Information Program:

Working with LT Heuer and others to coordinate public relations messaging for our fire district. Everyone has been doing a great job.

Also coordinating some events at local business establishments for “Q and A” sessions with the Fire Chief for January 2025.

Volunteer Program:

Henry will assist with the NFPA Firefighter 1 academy as an additional instructor as needed and support during the academy.

December Meetings & Activities:

Date	Meeting/ Topic	Date	Meeting/ Topic
12/3/2024	2025 OFC - Subcommittee Group 5	12/16/2024	FF Cardoos 6 Month FF Skills Evaluation
12/4/2024	Oregon IAAI Board Meeting	12/17/2024	2025 OFC - Subcommittee Group 5
12/4/2024	NFPA 409 Task Group 1, meeting #3	12/18/2024	HS Student Interviews
12/5/2024	OXBO Code Inquiries Meeting	12/19/2024	IAAI PDX District
12/5/2024	2025 OFC - Subcommittee Group 4	12/23/2024	DPSST Re-Certification Forms
12/9/2024	Driveway Final: 30851 Cater Road		
12/10/24 & 12/11/24	Portland Fire & Rescue Senior Fire Inspector Assessment		

Chief Officer Development Training:

None scheduled

Upcoming Training:

None scheduled

Total hours for December 2024: 359 hours: 170 hours & 189 Duty Officer (On-call hours, minus office hours)



Member Outreach 12-31-24

Henry Oberbarnscheidt

This past month, I have been involved in or assisted with the following:

- Continued working on the Volunteer Handbook.
- Continued working on childcare for volunteers.
- E-Verify Webinar.
- Background checks.
- Helped gather and return equipment to assist in cooking for the Amani Center and coordination.
- Assisted Community Paramedic.
- Assisted with Share and Care.
- Helped coordinate the Awards Banquet.
- Coordinated recruits for orientation and helped with uniforms and turnouts, etc.
- Logistics with moving equipment.
- Helped with Christmas Ships.
- I started working on the annual report and board report.

January 2025 Finance Report

Revenue highlights for December:

General Fund Revenue:

- \$901,613 in current-year property tax turnover
- \$219,937 in conflagration revenue
- \$83,910 in EMS revenue
- \$24,630 in interest earned on investments
- \$9,453 in quality care incentives
- \$9,319 in prior year property tax revenue

Grant Fund Revenue:

- \$54,471 State Homeland Security Grant 2023-2024 reimbursement
- \$5,656 in SAFER grant reimbursement

General Fund Expenditures:

- \$401,781 for Personnel Services expenses (payroll, insurance, FICA, & benefits)
- \$21,827 GEMT CCO leverage & admin fees
- \$8,250 in credit card expenses

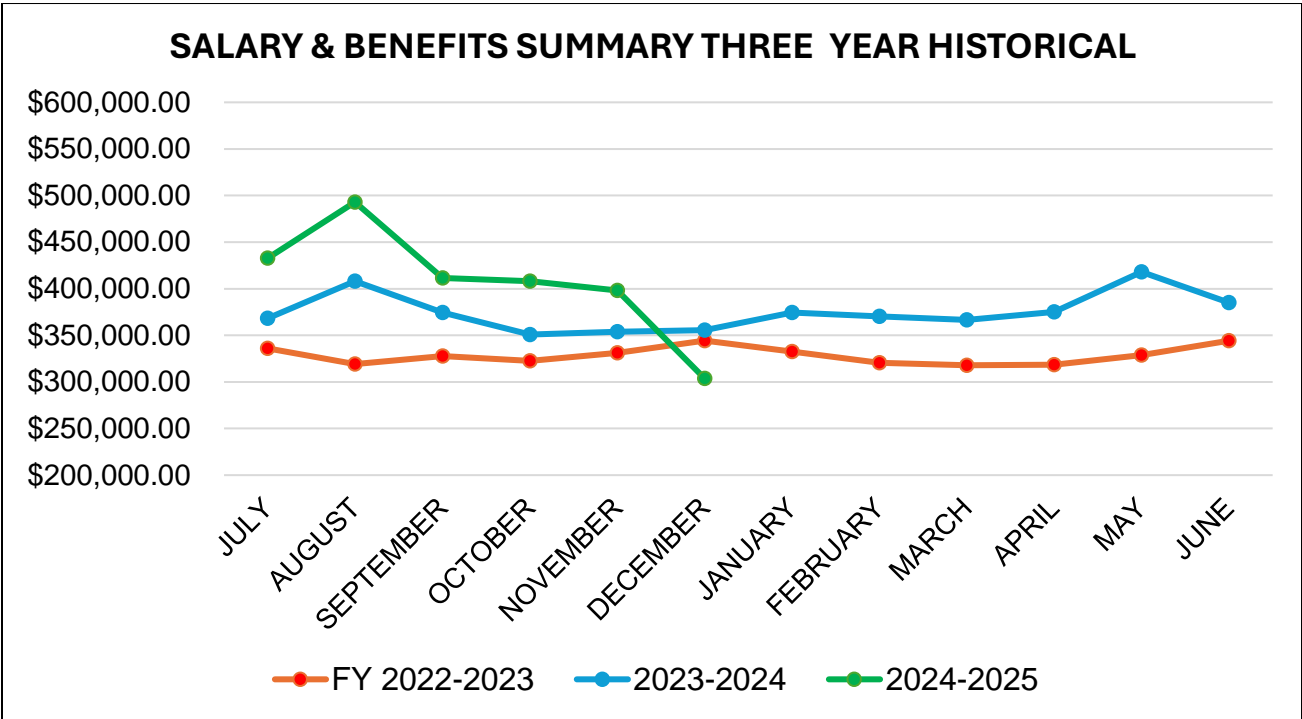
With 50% of the fiscal year behind us, our EMS revenue is currently above budget with 64% collected. We have also collected 93% of budgeted property taxes. The bulk of tax turnovers are completed, but we will continue to receive more, especially in February and May when installment payments are collected.

Personnel Services is close to the budget at 45%. Maintenance on Equipment has reached 61% in expenditures, and Communications Maintenance has stayed at 86% since last month. All other line items remain within budget.

In December, we received notable revenues, including a payment from Columbia Pacific CCO for quality care incentives. This payment rewards those who contribute to improving the quality of care provided to Medicaid members. We also received reimbursements for conflagration and REMS deployment. Additionally, we paid GEMT CCO nearly \$22,000 in leverage and administrative fees, but we anticipate receiving at least \$36,378 back from OHA.

In December, LifePak 35s were purchased for \$102,447 out of the Capital Outlay account.

The district's property and liability insurance came in higher than we budgeted for at \$96,831 (we budgeted \$93,000). This is most likely due to the increased number of new apparatus and light-duty vehicles.



Submitted by Karleigh Booth

OLD BUSINESS

COMMITTEE REPORTS

MISCELLANEOUS

NEW BUSINESS

2025-2026 BUDGET CALENDAR

January 9, 2025	7:00 PM	Board Meeting Appoint Budget Officer Approve Budget Calendar
February 13, 2025	7:00 PM	Board Meeting Major Budget Item Discussion
March 13, 2025	7:00 PM	Board Meeting Major Budget Item Discussion
April 10, 2025	7:00 PM	Board Meeting Final Direction on Major Budget Items
April 15, 2025		1 st Notice of Budget Committee Meeting Notice on website www.srfd.us
May 2, 2025		2 nd Notice of Budget Committee Meeting Published in Spotlight
May 8, 2025	6:00 PM 7:00 PM	Budget Committee Meeting Regular Board Meeting follows
May 23, 2025		Notice of Budget Hearing Published in the Spotlight
June 12, 2025	7:00 PM	Budget Hearing Board Meeting follows with Budget Adoption, Appropriation, and Tax Imposition
July 15, 2025		Deadline for Budget Documents delivered to County Assessors

COMMUNICATIONS



Thank You!

Scappoose Volunteer Fire Department,

On behalf of the Amani Center, we would like to express our deepest gratitude for your invaluable contribution to our annual Breakfast with Santa fundraiser.

Your generous donation of grills for cooking and the delicious pancakes and eggs you prepared were a huge hit with our community.

Your dedication and hard work helped make our event a resounding success. We couldn't have done it without your support. We look forward to working with you all again next year.

With Gratitude,

Monica Rush

~ Amani Center Team

