

Scappoose Rural Fire District
Board of Directors Regular Meeting
Thursday, November 14, 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 comment 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 10-10-2024 Regular Meeting**
 - B. **Approve Minutes from 10-16-2024 Special Meeting**
 - C. **Approve Minutes from 11-6-2024 Special Meeting**
 - D. **Approve October 2024 Profit & Loss Detail**
 - E. **Approve October 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 Report**
 - E. **Finance Report**

- VII. Old Business**
 - A. Supplemental Budget 2024-02 for LifePak35**

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

- IX. Miscellaneous**
 - A. Financial Hardship Waivers**
 - B. Government Ethics – Public Meeting Law Training**

- X. New Business**

- XI. Communications**
 - A. Grabhorn Thank-you**
 - B. Grant Watts Thank-you**

- 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, October 10, 2024 Microsoft Teams meeting

Call to Order & Flag Salute – President Reeves called the meeting to order at 7:01 pm and led the flag salute.

Roll Call – President Reeves, Vice President Graham, Director Krieck, Director Sorenson, Chief Pricher, Asst. Chief Marks, Lt. DuBois, FF Booth, FF Cardoos, FF Zimbrick, ERT Curio, FA Heath, Henry Heimuller, Board Member from Columbia 9-1-1 Communications District, and James Adkins, Levy Communications Support for Columbia 9-1-1 Communications District.

Director Gift had an excused absence.

Public Comment – No public comment.

Miscellaneous

Presentation by Columbia 9-1-1 Communications District – James Adkins presented information related to the upcoming election in which C911CD is on the ballot. Both Mr. Adkins and Henry Heimuller answered questions related to the presentation.

Consent Agenda

Approve Minutes from 9-12-2024 regular meeting – No public comment.

Approve Sept. 2024 Profit & Loss Detail – Director Sorenson noted the GEMT revenue and asked about the time period covered by the revenue. FA Heath explained that revenue was a Fee For Service FY2022-23 payment. Director Sorenson asked if the conflagration revenue covered all conflagration revenue we expect this year. Chief Pricher explained that it was not. We still expect revenue from the federal government and Oregon state for conflagrations we attended this year.

Director Kriek asked which position the SAFER grant referred to. Chief Pricher stated that it was for our Recruitment & Retention employee.

Director Sorenson asked about the payment to Government Ethics Commission. FA Heath explained that it is an annual fee required by the state. Director Sorenson asked what JAMF expenses relate to. Chief Pricher explained that all of the District's Apple devices are managed by JAMF.

Approve Sept. 2024 Budget vs. Actual – No comments from the Board. Chief Pricher told the Board that a close eye is being kept on vehicle maintenance.

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

Motion passed unanimously.

Statistical Data

Ambulance Activity Report – Director Graham noted that it was a big month for transports.

Community Paramedic Report – Director Sorenson noted the abundance of information in this report. Director Kriek asked if the second community paramedic position is still open, and about the prospects of filling the position in the near future.

Response Activity Report – Chief Pricher pointed out that there was only 1 day with 3 incidents. All other days in September had 5 or more incidents. 47% of the calls in September were overlapping calls.

UAS Flight Summary – Lt. DuBois spoke about the big water drill mentioned in this report, stating that SRFD worked with 6 other agencies during this drill.

Staff Reports

Chief's Report – Direct Kriek asked where the Whisky/Sandstone fire was located. Director Sorenson asked the Chief for an explanation on 'working with state senators/ reps for legislative changes which is 'in progress' on the report. Chief Pricher explained recent communications he has had with our local Senator regarding Urban Renewal Districts. Director Sorenson asked if we'd received the Mile Hose Kit mentioned in the report.

Operations & EMS Report – Director Graham asked about the build time for a new ambulance. Asst. Chief Marks said the build time is between 530-580 days. Directors can expect a staff memo regarding a new ambulance purchase soon, which will include a 30% hike in price from our most recent ambulance purchase. Director Sorenson asked if the extractor and water damage had been mitigated. Chief Marks affirmed it had been completed.

Fire Marshal & Training Report – No comments from the board.

Member Outreach – Director Graham asked if the newest class of volunteers and been chosen. Chief Pricher said yes, ten firefighters and two logistics volunteers had been chosen as 2024 recruits.

Finance Report – No comments from the board.

Old Business

Policy Work Session – Oct. 16, 2024 – President Reeves reminded the board to review the policies and come with comments.

Review Board Committees

Committee Reports

Management Team – The Management Team met prior this meeting. Chief Pricher shared a new map of the District and updated the Board on skills learned while participating on assignment with NW12's Incident Management Team.

Long Range Planning Committee – Did not meet.

Awards & Incentives – Did not meet.

New Business

LifePak 35 Staff Memo – Chief Marks explained that 2 LifePak 15s are close to end-of-life. In FY24-25 we budgeted to replace 2 LifePaks at \$70,000. The cost of the replacements is more than anticipated, so the Board needs to decide if they would like to see a supplemental budget for additional appropriated funds or finance a portion of the new replacements and complete the payment in FY25-26, budgeting for the additional costs and interest payment at that time. Board members asked questions regarding specific add-ons included in the quote found on pages 61 & 62 of the board packet.

Director Sorenson moved to approve the purchase of 2 LifePak 35s with accessories at a not-to-exceed amount of \$108,000 in FY24-25. Director Krieck seconded.

The motion carried unanimously.

Communications – The Board reviewed a letter from Bob Shindelar, Incident Commander Complex Incident Management Team NW 12, thanking the Board, staff, and community for their patience during Chief Pricher’s absences while working with NW12 team.

Two thank you cards from local children were shared.

Good of the Order - None

Adjourn – The Board adjourned to executive session Pursuant to ORS 192.660(2)(e), To conduct deliberations with persons you have designated to negotiate real property transactions, and ORS 192.660(2)(f) To consider information or records that are exempt from disclosure by law, including written advice from the District’s attorney at 8:30. The Board returned to regular session at 8:41 pm.

Meeting adjourned at 8:41 pm.

Dave Sorenson, Secretary-Treasurer

Date

Submitted by Maria Heath



SCAPPOOSE FIRE DISTRICT

P.O.Box 625 SCAPPOOSE, OREGON 97056

Scappoose Rural Fire District Board of Directors Special Meeting Wednesday, October 16, 2024

Microsoft Teams meeting

Call to Order- President Reeves called the meeting to order at 1:03 pm.

In Attendance- President Reeves, Vice President Graham, Director Kriek, Director Sorenson, Director Gift, Chief Pricher, FA Heath, Karleigh Booth.

Bonding: Director Graham asked what the bond amount is. It falls under the total district insurance policy. The bond amount is 10 million.

Section 1- District Board Operations

1.2 Powers of the Board

B1- President Reeves "The Board president or designee will outline the duties and responsibilities of each committee at the time of appointment", is it anywhere else in the policy? Yes, unsure where but there is a section about committees. Section 2.19 addresses board committees.

1.4 Orientations

B5 - Director Sorenson asked if the Chief's contract should be added. Yes, add the Chief's contract as "5 f". Any new board member will be given access and copies and put into the Teams environment where it can be accessed. President Reeves asked for the Board's thoughts on having an application for new Board Members. The Board decided against having an application. Director Gift asked if people who are interested in being a board member are made aware of the criteria/qualifications to be eligible. We will ask the attorney how to advertise the qualifications. Discussion around if we want to list ordinances and if yes, then where.

1.3 Functions of the Board

A3- "The Board has entered into an Intergovernmental Agreement in a Civil Service Commission pursuant to ORS 242.706." President Reeves asked if changes need to be made since we have

our own Civil Service Commission. Chief Pricher answered that it can be edited since we have our own civil service commission now.

The board requests to have any “he/his” or “she/her” changed to “they/them” or “designee”. They also requested to fix any typos.

Section 2- Board Duties

2.1 Number of Members

B- Refers to ORS 478, 198, and 255 regarding qualifications for board members. Talk to the attorney about wording for Ordinance 90-01 or add “refer to page...” or add an appendix with the ordinances listed.

2.17- Agenda for Budget Meetings. Add a statement “See section 3 for budget finance and business operations”.

2.18 Agenda for Organizational Meeting

H- Director Graham asked if there is anything stating how many meetings/percent of meetings board members can miss before asking for their resignation. Director Gift stated that there is a document that says how many can be missed, unsure if it is an ordinance or in the policy.

2.19- Board committees-

2.12 Minutes

C- “Minutes shall be approved at the next Board meeting pursuant to ORS 192.650” President Reeves wanted to make it clear that the minutes need to be done “In a reasonable amount of time” (ORS 192.650). Director Sorenson asked when the meeting minutes are usually done. FA Heath stated they are usually done the next business day. Director Sorenson requested to have a draft form of the meeting minutes within a week of the previous board meeting.

2.19 Board Committees

We currently have three (3) committees, Awards and Incentives, Management, and Planning.

B- Needs to be rewritten. Take the word “research” out.

2- Change from “planning committee” to “strategic planning committee”. Get rid of the awards & incentives committee. Start with meeting bi-annual and if we need to add more we can. Discussion around adding committees, when necessary, in the future.

Based on the recommendations of the Board, staff will create a change log Word document(s) to track what changes were made and why.

3- Strikethrough/omit.

Section 3- Budget, Finance, and Business Operations

3.2 Budget Committee- Membership and Responsibilities

A – “Board members shall be responsible for recommending a candidate for consideration and subsequent appointment by the Board of Directors”. Director Kriek asked why it is the board's responsibility to find new budget members. Chief Pricher said it most likely has to do with Oregon Budget Law and the ethics of admin staff recommending new budget committee members.

3.3 Budget Administration

D1- Add “as identified in section 3.3C” after “rules”.

Legal references- we will make sure these are still correct and update them if necessary.

3.10 Property inventory- Director Sorenson asked if we maintain an inventory. Per Chief Pricher, yes and no. We keep track of inventory in ImageTrend or Op IQ as well as insurance schedules.

3.11 Risk Management and Insurance Program

D- Director Gift asked if we have someone who oversees this. FA Heath and Chief Pricher let the board know that some of it falls under the safety committee and the accounting portion is under insurance.

3.18 District Credit Card’s Authorized Users- Director Sorenson asked if we still have five (5) credit cards. Chief Pricher stated that yes, we currently have five cards. We would like to add one more card for Nina (Community Paramedic). She has been using money out of her pocket to buy items for clients. The credit card would be used for small items like coffee, some groceries, etc. This would increase the number of credit cards to six (6) if approved.

Employee Credit Card Use Policy-

III A. Guidelines 1a: Director Gift would like to remove “a” before training.

III C. Periodic reviews: Director Gift asked how often we review for “proper credit card use”. FA Heath answered that “Periodic reviews for proper use” happen on an almost daily basis, there are multiple people reviewing the credit cards on a monthly basis, and we are audited annually.

B. Responsibility and Accountability

5- Director Gift would like “do not” changed to “will not” or “shall not”. Per Chief Pricher, we will ask the attorney what they think about the wording.

Master Fee Schedule: May need to update apparatus rates per OSFM. Fire Med fees also need to be updated. Director Graham asked if the non-emergency medical Responses needed to be updated. Per Chief Pricher, there have not been any problems recently, so there is no need to update.

Director Gift asked how it would be possible for everyone in the county to charge the same amount. Per Chief Pricher, based on what the consultant who reviewed the ASA provided to the county, they recommended to the county that everyone charge the same amount. The biggest

agencies in the county are charging fairly close to each other now, but it ultimately doesn't matter what we want to charge. Insurance is going to pay what they're going to pay, and we have to justify what we charge.

Section 4- Personnel Policy

Personnel- President Sorenson asked if we could please change any "he" to "they" or "designee".

4.10 Temporary Leaves of Absence

A- Add 9 "Oregon Paid Family Medical Leave (OPFML)".

4.4 Personnel Files

D- Director Gift asked for clarification on who might have "a business necessity to access the file". Chief Pricher explained who could need access to the file(s), for example, a counselor or doctor while following HIPAA.

4.6 Disciplinary Procedures- Rules and Regulations. Chief Pricher explained that the district uses Lexipol for written policies.

4.8 Classification and Salary Administration

C- Director Gift asked if the classification and salary- grading schedule has been submitted in March in the past. Per FA Heath and Chief Pricher, it is a page in the budget document and the collective bargaining agreement. Chief Pricher asked what the expectation is going forward. Discussion about whether it is an allowed topic to bring to an executive session. If yes, it will be discussed in an executive session. President Reeves asked if the wording could be changed to "by March". Chief Pricher asked if the document could be put in the Teams environment for the Board to review, and once it has been reviewed and we have collected comments, to bring it to a Management Team Meeting since it does not fall under executive session. Per Chief Pricher, we will get the salary proposal to Director Gift. Member outreach and community paramedics have fixed salaries because they are grant-funded positions, but they will be added to the list.

4.21 Residency Requirements for Chief Officers

3- Director Graham asked if the board figured out the requirements for the Battalion Chief. Chief Pricher answered that yes, the Board exempted him. Directors Graham and Gift asked if we could add "With the approval of the board, we can amend the chief officer residency requirements" as a second sentence.

4.18 Fire Med Benefits- Director Sorenson asked if spouses are included in Fire Med memberships. FA Heath answered that yes, a Fire Med membership covers everyone in the household until the age of 24.

Section 5- Training Policy

No changes.

Chief Pricher recommends discussing what has been accomplished in this workshop at the next Board Meeting as well as scheduling another workshop to go over the remaining policies. FA Heath and Karleigh Booth will get the revisions done and to the Board by the next workshop date.

Adjourn- President Reeves adjourned the meeting at 2:55 pm

Dave Sorenson, Secretary-Treasurer

Date

Submitted by Karleigh Booth



SCAPPOOSE FIRE DISTRICT

P.O. BOX 625 SCAPPOOSE, OREGON 97056

Scappoose Rural Fire District Board of Directors Special Meeting Wednesday, November 6, 2024

Microsoft Teams meeting

Call to order- President Reeves called the meeting to order at 1:17 pm.

In attendance: Director Reeves, Director Graham, Director Sorenson, Director Kriek, Director Gift, Chief Pricher, Karleigh Booth, FA Heath, FF Kriek

Section 6- Fire Chief Role & Executive Functions

Chief Pricher asked if removing "his/her" and replacing it with "their" when necessary is still what the board wanted. The board agreed that they would like the language cleaned up.

6.3 B1- Director Gift asked if "all line personnel" means both career and volunteers? Discussion around what "line personnel" means and if it should be edited or removed from this section.

6.5 Add a "D" that the board approves all job descriptions and where the job descriptions are to be found (in the Scappoose Fire District Policy Manual).

Section 7- Emergency Services

7.2 B – Director Gift asked if the wording should be changed from "Board members shall be notified" to "The Board Chair or their designee should be notified". After discussion, there will be no changes.

7.8 B2—Director Gift wants to include the term "environmental impact". After some discussion, the phrase "Implement and maintain effective rescue fire control and property conservation policies and guidelines by following the Fire Districts SOPs and SOGs" will be added.

7.8 -- Director Kriek asked what "companies" and "company operations" means. It will be changed to "Fire District operations on emergency incidents".

7.10 Recovery of Cost – Director Gift asked if the Utility and the REMS unit should be added to the cost recovery. Per Chief Pricher, most of the costs are covered in the master fee schedule and based on current OSFM rates. In “E”, Change the “apparatus recovery cost schedule” to “master fee schedule” and remove the recovery cost schedule. We will update the master fee schedule where necessary. The first sentence of “E” change “will charge” to “may/can charge”. In the second sentence, take out “will” and changes “charge” to “charges”. Add an “F” for SOG ambulance billing.

Section 8- Ethics

Director Reeves asked to check to see if there are any updates to the ORS’. We will send it to the state and have it reviewed for any needed changes.

Section 12- Career Employee Policies

12.2- Director Gift asked if these policies have been reviewed against the labor agreement. Per FF Kriek, the policies are accurate. It is the same as the union contract.

Director Graham asked about adding OPFML to the policy. Chief Pricher and FF Kriek stated that because it is a State law, it should not be added to the policy.

12.3- Discussion around Federal holidays. The Board would like to keep the holidays as is.

12.6- Chief Pricher asked if the flexible benefits plan still applies. Per FA Heath, we have two employees who still use the plan, everyone else uses HRA Veba.

12.4- Director Gift had questions about carrying over vacation hours.

Section 13 Fire District Guidelines

13.1- Director Sorenson asked if outside organizations still use our building for training, meetings, etc. Yes, they do, although it does not happen very often. Discussion around parking, cleaning fees, and ADA guidelines.

13.2- Director Reeves asked about the safety committee.

13.3 D- Director Gift asked if the refresher training is still being performed. Per Chief Pricher, yes, training occurs.

Property Maintenance Checklist- Director Gift asked if we should keep the property maintenance checklist here. Per Chief Pricher, yes, we should keep it.

Section 14 Adopted Ordinances

The name of 17-02 needs to be changed. It is not "Uniform Fire Code", it will be changed to "Oregon Fire Code" on the cover sheet. Will be added to the list of changes that were made to the policies.

Ordinance 90-01—Director Kriek asked if/where in the policy it says that you must reside or own property in the district. Per the elections office, a person has to be a registered voter in the district. Director Kriek asked if we should add the document from the elections office to the policy. Chief Pricher asked if the board would like to have our attorney look this document over to see if it needs to be updated.

20-01 cost recovery and fire recovery fees. Per Chief Pricher, we might need to redo the ordinance because it does not currently talk about a specific resolution, it talks about the master fee schedule. The master fee schedule can be adopted via resolution. Moving forward, any fees that we have, the resolution must be titled as master fee schedule to be under that ordinance. Director Kriek asked when the District has the right to recover costs. Per Chief Pricher, this was covered in section 7.10.

Director Gift asked if we have a board of appeals. Chief Pricher answered that we would put one together following the Oregon fire code requirements.

Ordinance 22/23-001 No questions.

We will make sure that all Ordinances are listed on the title page.

Director Gift asked about the Standard Operating Guideline (SOG) Ambulance Billing. Chief Pricher asked if it should be made a policy or if there should be a reference to it under the cost recovery document in section 7.10. The board decided to create an "F" in section 7.10 for EMS. The board can take the language from the SOG and adopt it as policy. Currently there is cost recovery in two spots (section 3 and section 7), which is confusing. Discussion around drafting changes the policy book and how to combine/clean up certain sections.

Go-back to section 4.8

Chief Pricher read the edited section of 4.8, Director Gift then read his new proposed policy. Discussion around section 4.8 and whether it should change to what Director Gift wants.

Chief Pricher let the Board know that some of the language/verbiage would need to be changed because it goes against what the District has done in the past. Proposing the salary and grading schedule at a board meeting is not something that we have ever done.

Director Reeves asked if the board would like the information by February to be able to go over it at the March meeting. Director Gift wants a salary scale and what increases (PERS, health insurance, etc.) are expected. Director Gift asked for comparables for all admin staff, each year as well. Discussion around comparables and how hard it is to find accurate ones for our District. Director Kriek would just like an explanation as to why a person is getting a raise. Chief Pricher would like to add salaries to job descriptions.

Adjourn- President Reeves adjourned the meeting at 3:15 pm.

Dave Sorenson, Secretary-Treasurer

Date

Submitted by Karleigh Booth

EXPENSE ACCOUNT ACTIVITY

Scappoose Rural Fire Protection District

Profit and Loss Detail

October 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
1. GENERAL FUND REVENUES							
Conflagration							
10/15/2024	Deposit		State of Oregon	Microwave Fire	Checking U.S. Bank	4,313.36	4,313.36
10/31/2024	Deposit			Dixon Fire Reimbursement	Checking U.S. Bank	1,337.89	5,651.25
Total for Conflagration						\$5,651.25	
EMS Receipts						\$97,697.76	
Fire Marshal						\$172.85	
FireMed							
10/31/2024	Deposit			September memberships	Checking U.S. Bank	945.00	945.00
Total for FireMed						\$945.00	
Interest Earned on Investments						\$6,389.71	
Miscellaneous Revenue						\$37,185.73	
Property Taxes							
Taxes - Prior Years							
10/09/2024	Deposit		Columbia County	CC turnover	State Pool	7,224.68	7,224.68
10/11/2024	Deposit		Multnomah County	MC turnover 3	State Pool	488.66	7,713.34
Total for Taxes - Prior Years						\$7,713.34	
Total for Property Taxes						\$7,713.34	
Total for 1. GENERAL FUND REVENUES						\$155,755.64	
2. GRANT FUND REVENUE							
Grant Award							
						\$36,569.80	
Total for 2. GRANT FUND REVENUE						\$36,569.80	
3. PROPERTY FUND REVENUES							
Interest Earned on Investments							
						\$313.47	
Total for 3. PROPERTY FUND REVENUES						\$313.47	
4. PERSONNEL SVCS FUND REVEN							
Interest Earned on Investments							
						\$990.96	
Total for 4. PERSONNEL SVCS FUND REVEN						\$990.96	
Total for Income						\$193,629.87	
Expenses							
1..GENERAL FUND EXPENDITURES							
1...							
1.1 GENERAL FUND PERSONNEL SVCS							
550 Insurance							
10/03/2024	Expense		Benefit Help Solutions(FSA)	Insurance reimbursement	Checking U.S. Bank	680.00	680.00
10/04/2024	Expense		Benefit Help Solutions(FSA)	Insurance reimbursement	Checking U.S. Bank	250.73	930.73
10/10/2024	Bill	102024	Standard Insurance	Life, LTD, AD&D	Accounts Payable	1,633.76	2,564.49
10/10/2024	Bill	102024	S.D.I.S.	November Health/Dental Premium	Accounts Payable	37,429.00	39,993.49
10/11/2024	Expense		Benefit Help Solutions(FSA)	Insurance reimbursement	Checking U.S. Bank	154.60	40,148.09
10/16/2024	Expense		Benefit Help Solutions(FSA)	Monthly fee	Checking U.S. Bank	125.00	40,273.09
10/30/2024	Expense		Paychex - tax	OR ER Work Benefit	Checking U.S. Bank	61.95	40,335.04
10/30/2024	Bill		Colonial Life	Accident/Cancer policy for volunteers	Accounts Payable	777.40	41,112.44
10/30/2024	Bill		HRA VEBA Trust	ER Contributions October	Accounts Payable	10,630.73	51,743.17
10/30/2024	Expense		Paychex Payroll	Flex spend	Checking U.S. Bank	10,497.81	62,240.98
10/31/2024	Journal Entry	Oct01		SAFER Grant ER Health Ins	-Split-	-881.00	61,359.98

Scappoose Rural Fire Protection District

Profit and Loss Detail

October 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 550 Insurance						\$61,359.98	
560 Personnel Salaries							
10/10/2024	Bill	102024	Transamerica Life Ins. Co.	Life Ins - Gandara	Accounts Payable	123.23	123.23
10/10/2024	Bill	102024	Standard Insurance	STD	Accounts Payable	92.73	215.96
10/10/2024	Bill	10162024	American Heritage Life Insurance Co.	Life Ins - Anderson/Marks	Accounts Payable	136.90	352.86
10/11/2024	Expense		P.E.R.S.	EE PERS IAP retirement contribution	Checking U.S. Bank	16,510.90	16,863.76
10/30/2024	Expense		Paychex Check	Contract payment	Checking U.S. Bank	805.00	17,668.76
10/30/2024	Bill		Principal Financial Group	Employee Insurance- DuBois	Accounts Payable	116.68	17,785.44
10/30/2024	Bill		Standard Insurance	EE OPFML	Accounts Payable	2,276.35	20,061.79
10/30/2024	Bill		Transamerica Life Ins. Co.	Life Ins - Ahlers	Accounts Payable	93.81	20,155.60
10/30/2024	Bill		Principal Financial Group	Employee Insurance- Heuer	Accounts Payable	312.11	20,467.71
10/30/2024	Expense		Paychex - tax	EE Payroll Tax WH	Checking U.S. Bank	67,909.10	88,376.81
10/30/2024	Expense		Paychex Payroll	Deferred compensation	Checking U.S. Bank	10,006.83	98,383.64
10/30/2024	Expense		Paychex Payroll	FLSA	Checking U.S. Bank	12,429.06	110,812.70
10/30/2024	Expense		Paychex Payroll	Incentives	Checking U.S. Bank	2,865.75	113,678.45
10/30/2024	Expense		Paychex Payroll	Longevity	Checking U.S. Bank	1,276.02	114,954.47
10/30/2024	Expense		Paychex Payroll	Phone Pay	Checking U.S. Bank	100.00	115,054.47
10/30/2024	Bill		Tualatin Valley Fire Fighters Union	Oct. Union dues	Accounts Payable	2,841.10	117,895.57
10/30/2024	Bill		Inroads Credit Union	Food fund Oct	Accounts Payable	990.00	118,885.57
10/30/2024	Expense		Voya - Oregon Savings Growth Plan	October OSGP Contributions	Checking U.S. Bank	25,218.02	144,103.59
10/30/2024	Expense		Paychex Payroll	ShiftDif	Checking U.S. Bank	139.49	144,243.08
10/30/2024	Expense		Paychex Payroll	OT	Checking U.S. Bank	23,292.41	167,535.49
10/30/2024	Expense		Paychex Payroll	Balance of Net Pay	Checking U.S. Bank	101,039.86	268,575.35
10/30/2024	Bill		HRA VEBA Trust	EE Contributions October	Accounts Payable	3,798.00	272,373.35
10/31/2024	Journal Entry	Oct01		SAFER Grant Salary	-Split-	-3,561.60	268,811.75
Total for 560 Personnel Salaries						\$268,811.75	
570 SocSec/Medicare(FICA)							
10/30/2024	Expense		Paychex - tax	ER Payroll Taxes	Checking U.S. Bank	21,238.54	21,238.54
10/31/2024	Journal Entry	Oct01		SAFER Grant ER FICA	-Split-	-269.06	20,969.48
Total for 570 SocSec/Medicare(FICA)						\$20,969.48	
590 Personnel Benefits							
10/11/2024	Expense		P.E.R.S.	ER PERS retirement contribution	Checking U.S. Bank	77,752.57	77,752.57
10/30/2024	Bill		Standard Insurance	ER OPFML	Accounts Payable	1,517.55	79,270.12
10/31/2024	Journal Entry	Oct01		SAFER Grant ER PERS	-Split-	-947.03	78,323.09
Total for 590 Personnel Benefits						\$78,323.09	
Total for 1.1 GENERAL FUND PERSONNEL SVCS						\$429,464.30	
1.2 GENERAL FUND MATERIAL & SVC							
670 Contract Services							
10/10/2024	Bill	11396	Accuity CPAs	Progress bill for FY23-24 audit	Accounts Payable	7,500.00	7,500.00
Total for 670 Contract Services						\$7,500.00	
680 Communications Maintenance							
10/10/2024	Bill	80269	49er Communications	10 Replacement channel knobs for portable radios	Accounts Payable	167.95	167.95
10/30/2024	Bill	80468	49er Communications	2 BKR radios & accessories	Accounts Payable	4,828.85	4,996.80
Total for 680 Communications Maintenance						\$4,996.80	
720 Public Fire Services							
10/07/2024	Expense		International Code Council	Building Safety Membership	Credit Card Master Acct. 3512:7084	215.00	215.00
10/08/2024	Expense		Dahlgrens Do It Best	Open house supplies	Credit Card Master Acct. 3512:2972	8.36	223.36
10/08/2024	Expense		WalMart	Open house supplies	Credit Card Master Acct. 3512:2972	91.96	315.32
10/16/2024	Expense		Fire Smart Promotions	1000 pencils/erasers, tattoos, stress balls	Credit Card Master Acct. 3512:0198	1,805.00	2,120.32
10/16/2024	Expense		Fire Smart Promotions	800 Fire hats	Credit Card Master Acct. 3512:0198	792.00	2,912.32
10/17/2024	Expense		International Code Council	Single Certificate Renewal	Credit Card Master Acct. 3512:0198	125.00	3,037.32
10/25/2024	Expense		Chef Store	Trunk or Treat supplies	Credit Card Master Acct. 3512:5425	346.15	3,383.47
10/30/2024	Bill	448778/4	Ace Hardware - Scappoose	17' ladder	Accounts Payable	209.99	3,593.46
10/30/2024	Bill	267753	Clara Aguirre	Pinata for open house	Accounts Payable	50.00	3,643.46
Total for 720 Public Fire Services						\$3,643.46	
740 Uniforms							
10/10/2024	Bill	35373	Beyond Uniforms & Apparel	3 pair class B pants @ \$139.50 ea.	Accounts Payable	439.88	439.88
10/18/2024	Expense		Redbackboots.com	Station boots/Denley	Credit Card Master Acct. 3512:2972	210.00	649.88
10/24/2024	Expense		PatchPanel	Name tape (1)	Credit Card Master Acct. 3512:5425	17.00	666.88

Scappoose Rural Fire Protection District

Profit and Loss Detail

October 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 740 Uniforms						\$666.88	
750 Maintenance on Equipment							
10/10/2024	Bill	0901402	Wilcox & Flegel	400 gal diesel @ \$2.931	Accounts Payable	1,175.16	1,175.16
10/10/2024	Bill	INV873147	L.N. Curtis and Sons	SCBA pairing tags	Accounts Payable	586.15	1,761.31
10/10/2024	Bill	977531/977551	Sunset Auto Parts	Headlights, high beam	Accounts Payable	42.99	1,804.30
10/10/2024	Bill	977531/977551	Sunset Auto Parts	Electrical wiring connectors	Accounts Payable	21.69	1,825.99
10/10/2024	Bill	977531/977551	Sunset Auto Parts	Sept. balance due	Accounts Payable	3.69	1,829.68
10/10/2024	Bill	0901402	Wilcox & Flegel	198 gal unleaded gas @ \$2.834	Accounts Payable	641.73	2,471.41
10/14/2024	Expense		Amazon	3 Generator plugs	Credit Card Master Acct. 3512:2972	53.91	2,525.32
10/18/2024	Expense		Amazon	2 Weatherproof Nylon covers	Credit Card Master Acct. 3512:2972	66.18	2,591.50
10/21/2024	Expense		Amazon	Black flex split wire conduit	Credit Card Master Acct. 3512:2972	28.41	2,619.91
10/21/2024	Expense		Amazon	Heat Shrink Tubing	Credit Card Master Acct. 3512:2972	44.98	2,664.89
10/21/2024	Expense		Amazon	Ring Terminals	Credit Card Master Acct. 3512:2972	25.28	2,690.17
10/23/2024	Expense		Amazon	Otterbox for iPhone	Credit Card Master Acct. 3512:2972	39.95	2,730.12
10/30/2024	Bill	30824	Pro Automotive & Diesel	Corporate Activity Tax	Accounts Payable	129.71	2,859.83
10/30/2024	Bill		Ace Hardware - Scappoose	Misc. fasteners	Accounts Payable	4.50	2,864.33
10/30/2024	Bill		Ace Hardware - Scappoose	Bit holder and fasteners	Accounts Payable	28.97	2,893.30
10/30/2024	Bill	126496	Columbia River Auto Glass	Window for 2008 F150	Accounts Payable	252.00	3,145.30
10/30/2024	Bill	979547	Sunset Auto Parts	Ring Terminals & Battery Cable Lugs	Accounts Payable	45.97	3,191.27
10/30/2024	Bill	30824	Pro Automotive & Diesel	2017 F350 Ambulance turbo, cooler, brakes, manifold- parts	Accounts Payable	8,115.85	11,307.12
10/30/2024	Bill	30824	Pro Automotive & Diesel	2017 F350 Ambulance turbo, cooler, brakes, manifold- labor	Accounts Payable	4,855.00	16,162.12
10/30/2024	Bill	979573	Sunset Auto Parts	2006 Jeep - Rear wiper	Accounts Payable	12.73	16,174.85
10/30/2024	Bill	978826	Sunset Auto Parts	Air brake hose	Accounts Payable	4.36	16,179.21
10/30/2024	Bill	448745/4	Ace Hardware - Scappoose	16 Fasteners & 2 tie wrap	Accounts Payable	11.14	16,190.35
10/30/2024	Bill	4486964	Ace Hardware - Scappoose	Grommets (x4) and drill bit (x1)	Accounts Payable	12.19	16,202.54
10/30/2024	Bill	0907268	Wilcox & Flegel	300 gal unleaded gas @ \$2.88	Accounts Payable	986.15	17,188.69
10/30/2024	Bill	19622	General Fire Apparatus	Hinge, hose cover for Timberwolf	Accounts Payable	304.77	17,493.46
10/30/2024	Bill	448579/4	Ace Hardware - Scappoose	MLW driver bits & 39 pc. set	Accounts Payable	46.73	17,540.19
Total for 750 Maintenance on Equipment						\$17,540.19	
760 Administration							
10/01/2024	Check	SVCCHRG			State Pool	0.10	0.10
10/01/2024	Expense		Postal Annex	Fit tester calibration shipping/insurance	Credit Card Master Acct. 3512:5425	553.41	553.51
10/10/2024	Bill	022297943	Xerox Corporation	B/W copies Sept.	Accounts Payable	6.05	559.56
10/10/2024	Bill	GEMTOR2309	Systems Design West (SDW)	PCG FY2023 Cost Report Consulting Services	Accounts Payable	798.30	1,357.86
10/10/2024	Bill	022297943	Xerox Corporation	Color copies Sept.	Accounts Payable	42.82	1,400.68
10/10/2024	Bill	0513	Daily Dispatch	Community Paramedic job announcement	Accounts Payable	405.00	1,805.68
10/10/2024	Bill	0445	Daily Dispatch	ERT job announcement	Accounts Payable	405.00	2,210.68
10/15/2024	Expense		US Bank	Analysis Service Charge	Checking U.S. Bank	17.95	2,228.63
10/17/2024	Expense		FAADroneZone	UAS Registration	Credit Card Master Acct. 3512:7084	5.00	2,233.63
10/25/2024	Expense		Amazon	Otterbox for iPhone	Credit Card Master Acct. 3512:2972	29.99	2,263.62
10/30/2024	Expense		Paychex Invoice	payroll processing invoice	Checking U.S. Bank	247.11	2,510.73
10/30/2024	Bill		Apple Inc.	Expedited shipping for iPhone & accessories	Accounts Payable	10.00	2,520.73
Total for 760 Administration						\$2,520.73	
765 Information Technology							
10/03/2024	Expense		JAMF Software, LLC	monthly subscription	Credit Card Master Acct. 3512:5425	204.00	204.00
10/07/2024	Expense		Amazon	Bluetooth keyboard	Credit Card Master Acct. 3512:2972	34.99	238.99
10/10/2024	Bill	20248380	Centerlogic, Inc.	Onsite support 1 hr @ \$115	Accounts Payable	115.00	353.99
10/10/2024	Bill	10484078	City of Portland - Bureau of Tech Services	800 MHZ access October	Accounts Payable	166.32	520.31
10/10/2024	Bill	192	Kleinberg Tech	September Report	Accounts Payable	210.00	730.31
10/10/2024	Bill	20248221	Centerlogic, Inc.	Monthly billing for October	Accounts Payable	1,770.25	2,500.56
10/10/2024	Bill	20248381	Centerlogic, Inc.	Remote support 1 hr @ \$115	Accounts Payable	115.00	2,615.56
10/21/2024	Expense		Amazon	Ethernet switch	Credit Card Master Acct. 3512:2972	33.98	2,649.54
10/21/2024	Expense		Apple Inc.	monthly storage	Credit Card Master Acct. 3512:1883	9.99	2,659.53
10/21/2024	Expense		Dropbox	Dropbox subscription	Credit Card Master Acct. 3512:7084	119.88	2,779.41
10/21/2024	Expense		CenturyLink	Holbrook modem	Credit Card Master Acct. 3512:2972	78.00	2,857.41
10/21/2024	Expense		CenturyLink	Main Station Back-up	Credit Card Master Acct. 3512:2972	63.00	2,920.41
10/21/2024	Expense		Intuit Quickbooks	QB Online monthly fee	Credit Card Master Acct. 3512:2972	99.00	3,019.41
10/30/2024	Bill	9975174779	Verizon Wireless	iPhones & iPads	Accounts Payable	576.89	3,596.30
10/30/2024	Bill		CenturyLink	Chapman Internet	Accounts Payable	83.62	3,679.92
10/30/2024	Bill	20248606	Centerlogic, Inc.	Onsite & remote support	Accounts Payable	747.50	4,427.42
10/30/2024	Bill	20248635	Centerlogic, Inc.	Onsite & remote support	Accounts Payable	172.50	4,599.92
10/30/2024	Bill		Comcast Business	Main station IT Oct.	Accounts Payable	256.85	4,856.77
10/30/2024	Bill	F10-5727	OCV, LLC	Annual OCV app w/ City of Scap.	Accounts Payable	1,500.00	6,356.77
10/30/2024	Bill	192024	AT&T Mobility	October charges - phones, iPads	Accounts Payable	703.75	7,060.52
10/30/2024	Bill	25763	Apple Inc.	Airpods Pro	Accounts Payable	249.00	7,309.52
10/30/2024	Bill	32689	Apple Inc.	iPhone 14 & Apple pencil	Accounts Payable	948.00	8,257.52

Scappoose Rural Fire Protection District

Profit and Loss Detail

October 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Total for 765 Information Technology						\$8,257.52	
770 Cleaning Materials & Supplies							
10/07/2024	Expense		Amazon	Laundry detergent	Credit Card Master Acct. 3512:2972	56.15	56.15
10/07/2024	Expense		Amazon	Car wash shampoo	Credit Card Master Acct. 3512:2972	68.81	124.96
10/09/2024	Expense		Amazon	Cleaning & paper supplies	Credit Card Master Acct. 3512:2972	138.13	263.09
10/23/2024	Expense		Amazon	Cleaning & paper products	Credit Card Master Acct. 3512:2972	133.01	396.10
10/24/2024	Expense		Amazon	Cleaning products	Credit Card Master Acct. 3512:2972	24.03	420.13
Total for 770 Cleaning Materials & Supplies						\$420.13	
775 Emerg. Operating Supplies							
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-215.90	-215.90
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-291.02	-506.92
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-291.02	-797.94
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-215.90	-1,013.84
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-431.80	-1,445.64
10/01/2024	Credit Card Credit		DOD Fed Mall	Vendor credit	Credit Card Master Acct. 3512:2972	-431.80	-1,877.44
10/10/2024	Bill	977529	Sunset Auto Parts	Absorbent	Accounts Payable	124.90	-1,752.54
10/10/2024	Bill	977791	Sunset Auto Parts	2 Headlight sockets	Accounts Payable	28.98	-1,723.56
10/15/2024	Expense		Dahlgrens Do It Best	Lumber for extrication chocks	Credit Card Master Acct. 3512:2972	69.68	-1,653.88
10/30/2024	Bill	102435	Vomela Specialty Company Inc.	SHPD door repair	Accounts Payable	1,339.28	-314.60
10/30/2024	Bill	8392	St. Helens Auto Body	Repairs to 2017 Chevrolet Caprice	Accounts Payable	3,775.00	3,460.40
Total for 775 Emerg. Operating Supplies						\$3,460.40	
780 Building & Grounds Maint.							
10/10/2024	Bill	33154	Alonzo Yard Maintenance LLC	Chapman Station Sept.	Accounts Payable	200.00	200.00
10/10/2024	Bill	32927	Alonzo Yard Maintenance LLC	Holbrook Station Sept.	Accounts Payable	200.00	400.00
10/10/2024	Bill	3217751	Patriot Fire Protection, Inc.	Replace leaking 4" main - parts	Accounts Payable	395.00	795.00
10/10/2024	Bill	3217751	Patriot Fire Protection, Inc.	Replace leaking 4" main - labor	Accounts Payable	1,260.00	2,055.00
10/10/2024	Bill	216742	Paramount Pest Control Inc.	Main Station pest control	Accounts Payable	89.00	2,144.00
10/10/2024	Bill	216624	Paramount Pest Control Inc.	Chapman Station pest control	Accounts Payable	110.00	2,254.00
10/30/2024	Bill	10212024	City of Scappoose	Water & sewage charges	Accounts Payable	636.26	2,890.26
10/30/2024	Bill	10212024	City of Scappoose	Base water charge	Accounts Payable	41.38	2,931.64
Total for 780 Building & Grounds Maint.						\$2,931.64	
790 Training							
10/02/2024	Expense		Fire Protection Publications	Instructor 1 eBook	Credit Card Master Acct. 3512:5425	72.25	72.25
10/09/2024	Expense		Fire Protection Publications	Fire & Emergency Services	Credit Card Master Acct. 3512:2972	85.00	157.25
10/16/2024	Expense		Oregon Dept. of Business & Consumer Services	Building Code Division class	Credit Card Master Acct. 3512:7084	125.00	282.25
10/17/2024	Expense		International Code Council	Firestopping Training	Credit Card Master Acct. 3512:0198	310.00	592.25
10/30/2024	Bill	102024	Kerr-Bryant, Nina	Reimburse lodging for OR EMS conf.	Accounts Payable	137.52	729.77
Total for 790 Training						\$729.77	
810 Utilities							
10/10/2024	Bill	17206529	Graybar Financial Services	Voip phones - October	Accounts Payable	299.25	299.25
10/10/2024	Bill	102024	P.G.E.	Cleetwood	Accounts Payable	143.66	442.91
10/10/2024	Bill	102024	Comcast	Xfinity - Acct ***2514	Accounts Payable	41.43	484.34
10/10/2024	Bill	102024	N.W. Natural Gas	Monthly charges Acct 447881-4	Accounts Payable	43.95	528.29
10/10/2024	Bill	0725826-4747-4	Waste Management of Oregon, Inc.	Aug & Sept. garbage/recycling	Accounts Payable	295.68	823.97
10/28/2024	Expense		W.O.E.C.	Acct ****5001 - Oct billing	Checking U.S. Bank	292.78	1,116.75
10/30/2024	Bill		CenturyLink	Chapman Phone	Accounts Payable	62.86	1,179.61
10/30/2024	Bill		CenturyLink	Main Station Fax	Accounts Payable	61.87	1,241.48
10/30/2024	Bill	102024	CRPUD	Oct. main station electricity	Accounts Payable	584.69	1,826.17
10/30/2024	Bill	102024	CRPUD	Oct. boathouse electricity	Accounts Payable	45.59	1,871.76
10/30/2024	Bill	102024	Comcast	Xfinity - Acct ***2514	Accounts Payable	41.43	1,913.19
Total for 810 Utilities						\$1,913.19	
870 EMS Operations							
10/10/2024	Bill	1514980	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	44.75	44.75
10/10/2024	Bill	1503975	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	171.51	216.26
10/10/2024	Bill	9154451003	Airgas - USA, LLC	Standard Invoice - 4 CL OX	Accounts Payable	544.89	761.15
10/10/2024	Bill	20241806	Systems Design West (SDW)	104 EMS Billing for Sept @ \$24.25 + postage	Accounts Payable	2,640.26	3,401.41
10/10/2024	Bill	102024	Jenna Wiley, MD	Physician advisor - Oct.	Accounts Payable	666.00	4,067.41
10/10/2024	Bill	1514564	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	738.40	4,805.81
10/10/2024	Bill	64178	EMS Technology Solutions, LLC	6 Inventory & Asset Mngmt Licenses	Accounts Payable	185.00	4,990.81
10/10/2024	Bill	64178	EMS Technology Solutions, LLC	24 Fleet Mngmt Licenses	Accounts Payable	120.00	5,110.81
10/30/2024	Bill	1521649	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	1,889.81	7,000.62
10/30/2024	Bill	1516631	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	584.21	7,584.83
10/30/2024	Bill	1521834	Life-Assist, Inc.	EMS Medication & Equipment	Accounts Payable	130.86	7,715.69
Total for 870 EMS Operations						\$7,715.69	
Total for 1.2 GENERAL FUND MATERIAL & SVC						\$62,296.40	
Total for 1...						\$491,760.70	
Total for 1..GENERAL FUND EXPENDITURES						\$491,760.70	

Scappoose Rural Fire Protection District

Profit and Loss Detail October 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
2. GRANT FUND EXPENSE							
2.1 PERSONNEL SVCS							
1. Personnel Salaries							
10/31/2024	Journal Entry	Oct01		SAFER Grant Salary	-Split-	3,561.60	3,561.60
Total for 1. Personnel Salaries						\$3,561.60	
2. Personnel Benefits							
10/31/2024	Journal Entry	Oct01		SAFER Grant ER PERS	-Split-	947.03	947.03
10/31/2024	Journal Entry	Oct01		SAFER Grant ER FICA	-Split-	269.06	1,216.09
10/31/2024	Journal Entry	Oct01		SAFER Grant ER Health Ins	-Split-	881.00	2,097.09
Total for 2. Personnel Benefits						\$2,097.09	
Total for 2.1 PERSONNEL SVCS						\$5,658.69	
Total for 2. GRANT FUND EXPENSE						\$5,658.69	
Unapplied Cash Bill Payment Expense							
10/30/2024	Bill	102024	US Bank	10-30-2024	Accounts Payable	1,192.81	1,192.81
10/30/2024	Bill	102024	US Bank	10-30-2024	Accounts Payable	464.88	1,657.69
10/30/2024	Bill	102024	US Bank	10-30-2024	Accounts Payable	510.32	2,168.01
10/30/2024	Bill	102024	US Bank	Sept. CC charges	-Split-	-5,210.00	-3,041.99
10/30/2024	Bill	102024	US Bank	10-30-2024	Accounts Payable	9.99	-3,032.00
10/30/2024	Bill	102024	US Bank	10-30-2024	Accounts Payable	3,032.00	0.00
Total for Unapplied Cash Bill Payment Expense						\$0.00	
Total for Expenses						\$497,419.39	
Net Income						\$ -303,789.52	

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	22,948.38	200,000.00	-177,051.62	11.47 %
EMS Receipts	336,797.51	800,000.00	-463,202.49	42.10 %
Fire Marshal	485.30	1,500.00	-1,014.70	32.35 %
FireMed	2,385.00	18,000.00	-15,615.00	13.25 %
G.E.M.T. (Medicaid)	62,842.35	120,000.00	-57,157.65	52.37 %
Gas Royalties		0.00	0.00	
Grant Awards	50,962.50	339,587.00	-288,624.50	15.01 %
Interest Earned on Investments	35,766.55	90,000.00	-54,233.45	39.74 %
Intergovernmental		0.00	0.00	
Miscellaneous Revenue	38,051.72	20,000.00	18,051.72	190.26 %
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	123.30	0.00	123.30	
Total Permanent Rate Levy	123.30	1,633,273.00	-1,633,149.70	0.01 %
Total Taxes - Current	123.30	4,681,370.00	-4,681,246.70	0.00 %
Taxes - Prior Years	63,531.25	105,000.00	-41,468.75	60.51 %
Total Property Taxes	63,654.55	4,786,370.00	-4,722,715.45	1.33 %
Transfer from Grant Fund		0.00	0.00	
Total 1. GENERAL FUND REVENUES	3,506,039.32	8,900,779.00	-5,394,739.68	39.39 %
2. GRANT FUND REVENUE				
Begin Available Cash on Hand	27,519.34	68,050.00	-40,530.66	40.44 %
Grant Award	37,137.80	113,350.00	-76,212.20	32.76 %
Interfund Loan from General		0.00	0.00	
Total 2. GRANT FUND REVENUE	64,657.14	181,400.00	-116,742.86	35.64 %
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	1,473.68	4,000.00	-2,526.32	36.84 %
Transfers In		400,000.00	-400,000.00	
Total 3. PROPERTY FUND REVENUES	110,604.44	704,352.00	-593,747.56	15.70 %
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	4,051.49	4,000.00	51.49	101.29 %
Transfers In		0.00	0.00	
Total 4. PERSONNEL SVCS FUND REVEN	221,084.97	214,324.00	6,760.97	103.15 %
Total Income	\$3,902,385.87	\$10,000,855.00	\$ -6,098,469.13	39.02 %
GROSS PROFIT	\$3,902,385.87	\$10,000,855.00	\$ -6,098,469.13	39.02 %

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	244,073.01	924,971.00	-680,897.99	26.39 %
560 Personnel Salaries	1,190,615.75	3,539,550.00	-2,348,934.25	33.64 %
570 SocSec/Medicare(FICA)	90,851.67	284,163.00	-193,311.33	31.97 %
580 Volunteer Services	12,816.00	37,000.00	-24,184.00	34.64 %
590 Personnel Benefits	329,841.78	1,114,745.00	-784,903.22	29.59 %
Total 1.1 GENERAL FUND PERSONNEL SVCS	1,868,198.21	5,900,429.00	-4,032,230.79	31.66 %
1.2 GENERAL FUND MATERIAL & SVC				
670 Contract Services	49,394.00	191,000.00	-141,606.00	25.86 %
680 Communications Maintenance	5,133.69	6,100.00	-966.31	84.16 %
720 Public Fire Services	3,917.39	14,500.00	-10,582.61	27.02 %
730 Property & Liability Insur.	2,016.00	93,000.00	-90,984.00	2.17 %
740 Uniforms	2,768.45	20,000.00	-17,231.55	13.84 %
750 Maintenance on Equipment	65,052.92	130,000.00	-64,947.08	50.04 %
760 Administration	14,365.71	70,150.00	-55,784.29	20.48 %
765 Information Technology	26,696.09	122,800.00	-96,103.91	21.74 %
770 Cleaning Materials & Supplies	1,347.12	5,500.00	-4,152.88	24.49 %
775 Emerg. Operating Supplies	14,367.60	90,000.00	-75,632.40	15.96 %
780 Building & Grounds Maint.	14,312.97	85,000.00	-70,687.03	16.84 %
790 Training	3,950.33	106,300.00	-102,349.67	3.72 %
810 Utilities	7,636.80	40,000.00	-32,363.20	19.09 %
870 EMS Operations	34,592.23	136,000.00	-101,407.77	25.44 %
Total 1.2 GENERAL FUND MATERIAL & SVC	245,551.30	1,110,350.00	-864,798.70	22.11 %
1.3 GENERAL FUND CAPITL OUTLAY				
910 CO Equipment	8,382.00	90,000.00	-81,618.00	9.31 %
Total 1.3 GENERAL FUND CAPITL OUTLAY	8,382.00	90,000.00	-81,618.00	9.31 %
Total 1...	2,122,131.51	7,100,779.00	-4,978,647.49	29.89 %
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				
1.7 GENERAL RESERVED FOR FUTURE				
Total 1..GENERAL FUND EXPENDITURES	2,122,131.51	8,900,779.00	-6,778,647.49	23.84 %
2. GRANT FUND EXPENSE				
2.1 PERSONNEL SVCS				
1. Personnel Salaries	13,972.80	39,000.00	-25,027.20	35.83 %
2. Personnel Benefits	8,261.07	39,000.00	-30,738.93	21.18 %
Total 2.1 PERSONNEL SVCS	22,233.87	78,000.00	-55,766.13	28.50 %
2.3 MATERIALS & SERVICES				
	1,027.01	88,400.00	-87,372.99	1.16 %

Scappoose Rural Fire Protection District

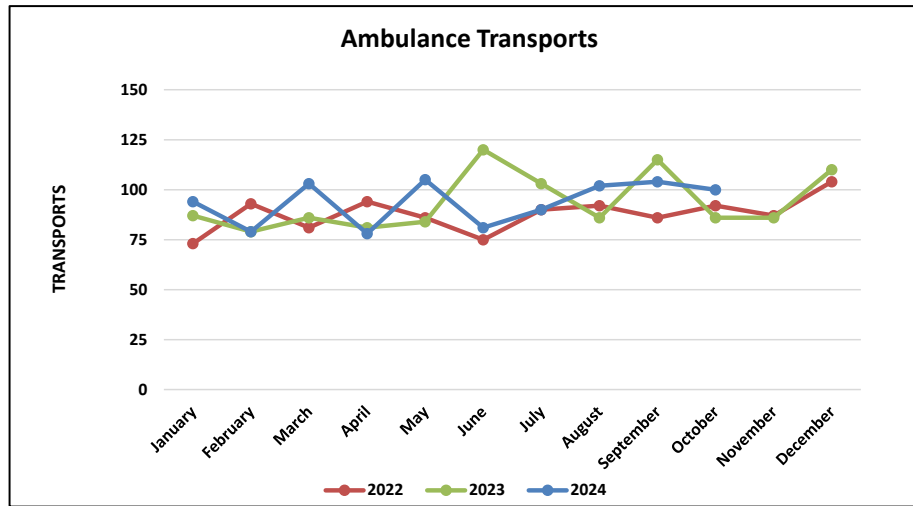
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

July 2024 - June 2025

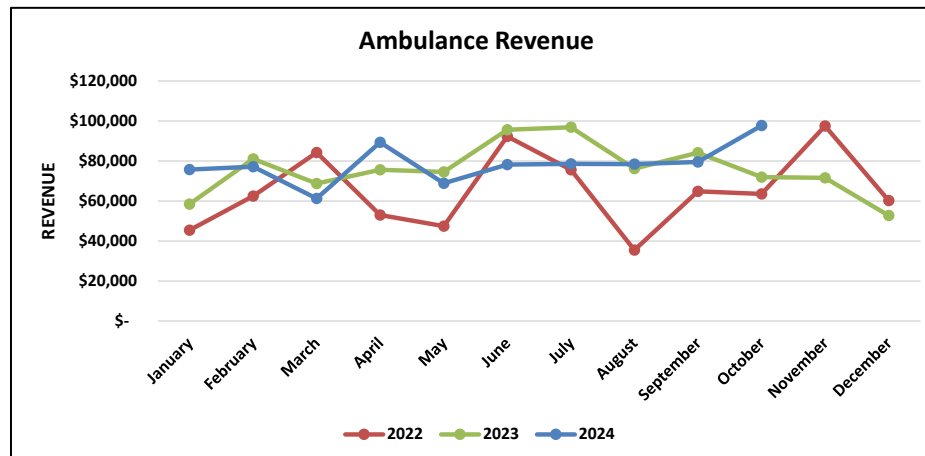
	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
2.4 CAPITAL OUTLAY		15,000.00	-15,000.00	
Total 2. GRANT FUND EXPENSE	23,260.88	181,400.00	-158,139.12	12.82 %
3. PROPERTY FUND CAPITAL OUTLAY				
Building & Grounds Improvements		153,352.00	-153,352.00	
EMS Apparatus & Equipment		300,000.00	-300,000.00	
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		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	\$2,186,060.00	\$10,000,855.00	\$ -7,814,795.00	21.86 %
NET OPERATING INCOME	\$1,716,325.87	\$0.00	\$1,716,325.87	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	\$1,716,325.87	\$0.00	\$1,716,325.87	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	
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	\$ 79,476
October	\$ 63,485	\$ 71,943	\$ 97,698
November	\$ 97,509	\$ 71,590	
December	\$ 60,188	\$ 52,699	



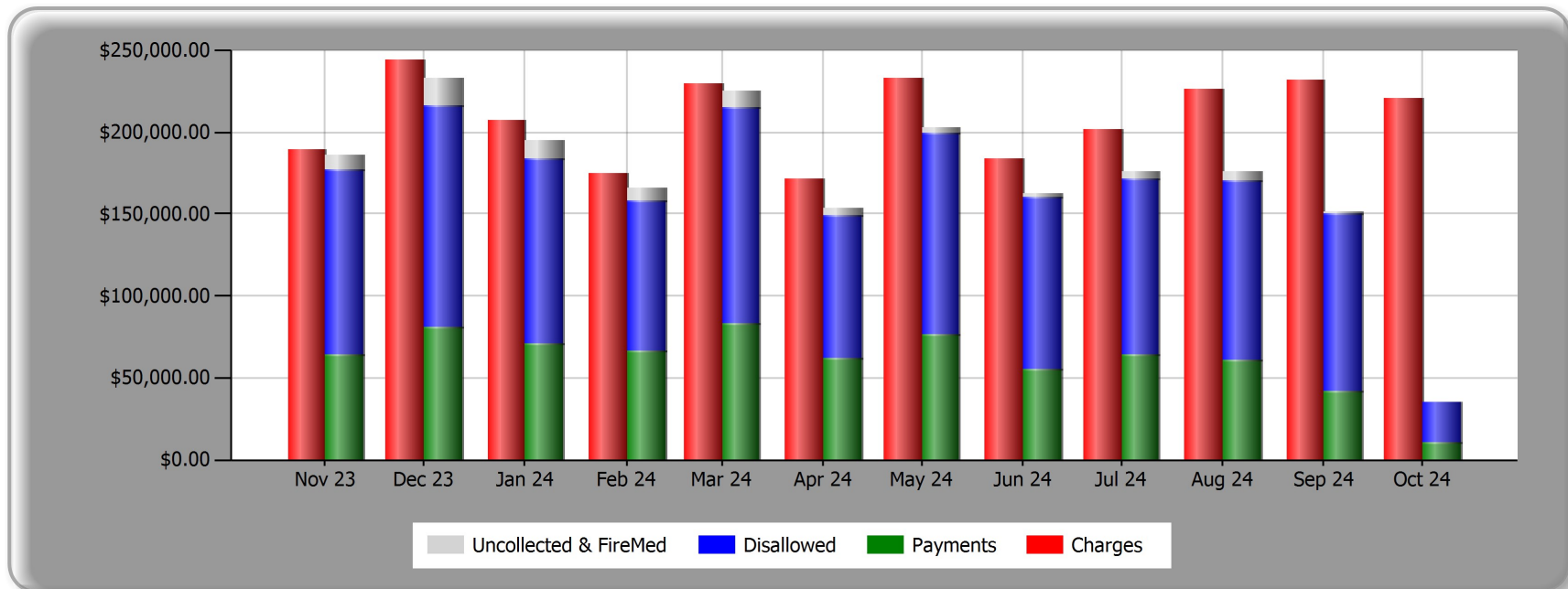
**Scappoose RFPD
ANNUAL COLLECTION STATISTICS**

Company	Scappoose RFPD
Date Of Service	11/1/2023
Date Of Service	10/31/2024
Invoices	0

Month	Tickets	Charges	Payments	%	FireMed	%	Disallowed	%	Uncollected	%	Pending	%
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	-80,930.97	33 %	-3,226.95	1 %	-135,017.05	55 %	-14,405.46	6 %	10,460.57	4 %
Jan 24	94	207,456.20	-71,144.10	34 %	-5,791.24	3 %	-112,818.15	54 %	-5,849.81	3 %	11,852.90	6 %
Feb 24	79	175,007.00	-66,909.24	38 %	-1,850.00	1 %	-91,895.13	53 %	-6,039.23	3 %	8,313.40	5 %
Mar 24	104	229,821.00	-83,140.09	36 %	-2,366.20	1 %	-131,910.27	57 %	-7,486.00	3 %	4,918.44	2 %
Apr 24	78	171,427.20	-61,861.10	36 %	-2,615.01	2 %	-87,574.27	51 %	-2,248.80	1 %	17,128.02	10 %
May 24	105	233,626.40	-76,865.02	33 %	-3,701.22	2 %	-122,373.90	52 %	0.00	0 %	30,686.26	13 %
Jun 24	83	183,513.80	-55,239.41	30 %	-2,500.00	1 %	-105,002.32	57 %	0.00	0 %	20,772.07	11 %
Jul 24	91	202,028.60	-64,458.16	32 %	-2,425.00	1 %	-106,887.75	53 %	-2,160.80	1 %	26,096.89	13 %
Aug 24	102	227,040.20	-61,454.00	27 %	-3,956.25	2 %	-108,656.20	48 %	-2,160.80	1 %	50,812.95	22 %
Sep 24	104	232,407.40	-41,569.98	18 %	-825.00	0 %	-108,819.76	47 %	0.00	0 %	81,192.66	35 %
Oct 24	100	221,084.00	-10,754.02	5 %	0.00	0 %	-25,023.61	11 %	0.00	0 %	185,306.37	84 %

1,136 2,516,945.60 -738,286.43 -30,656.87 -1,249,434.41 -48,170.90 450,396.99

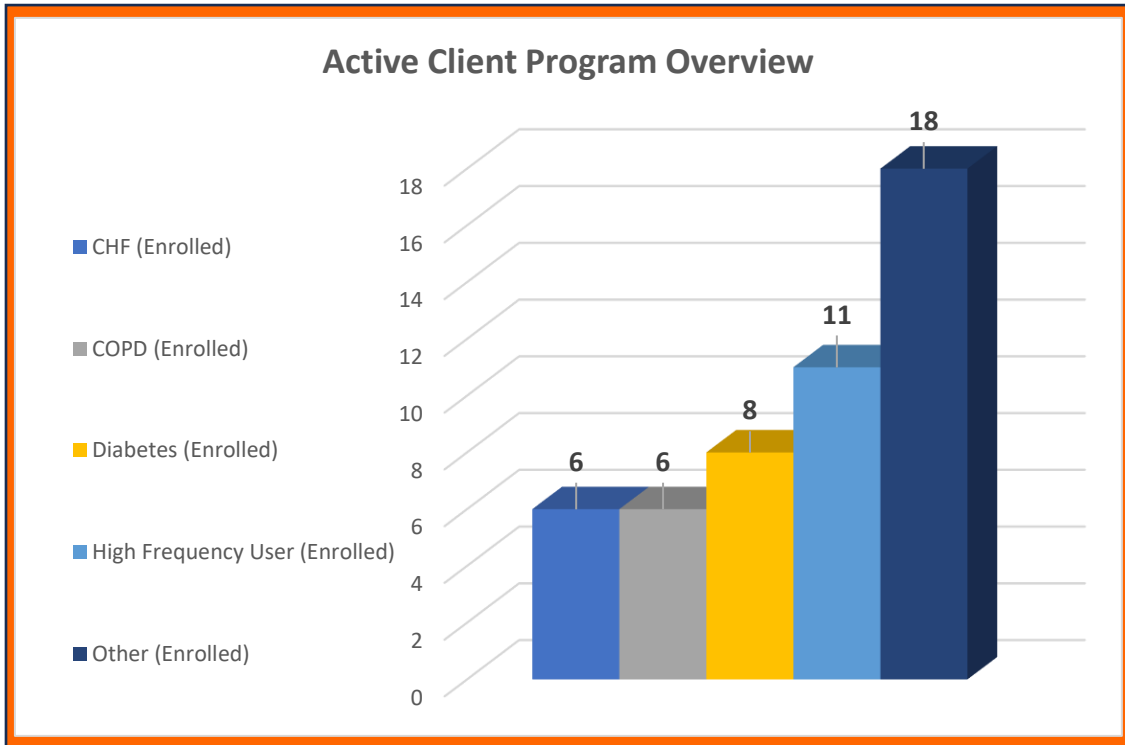
All amounts shown relate directly to each month's charges. They will not reconcile to monthly deposit reports



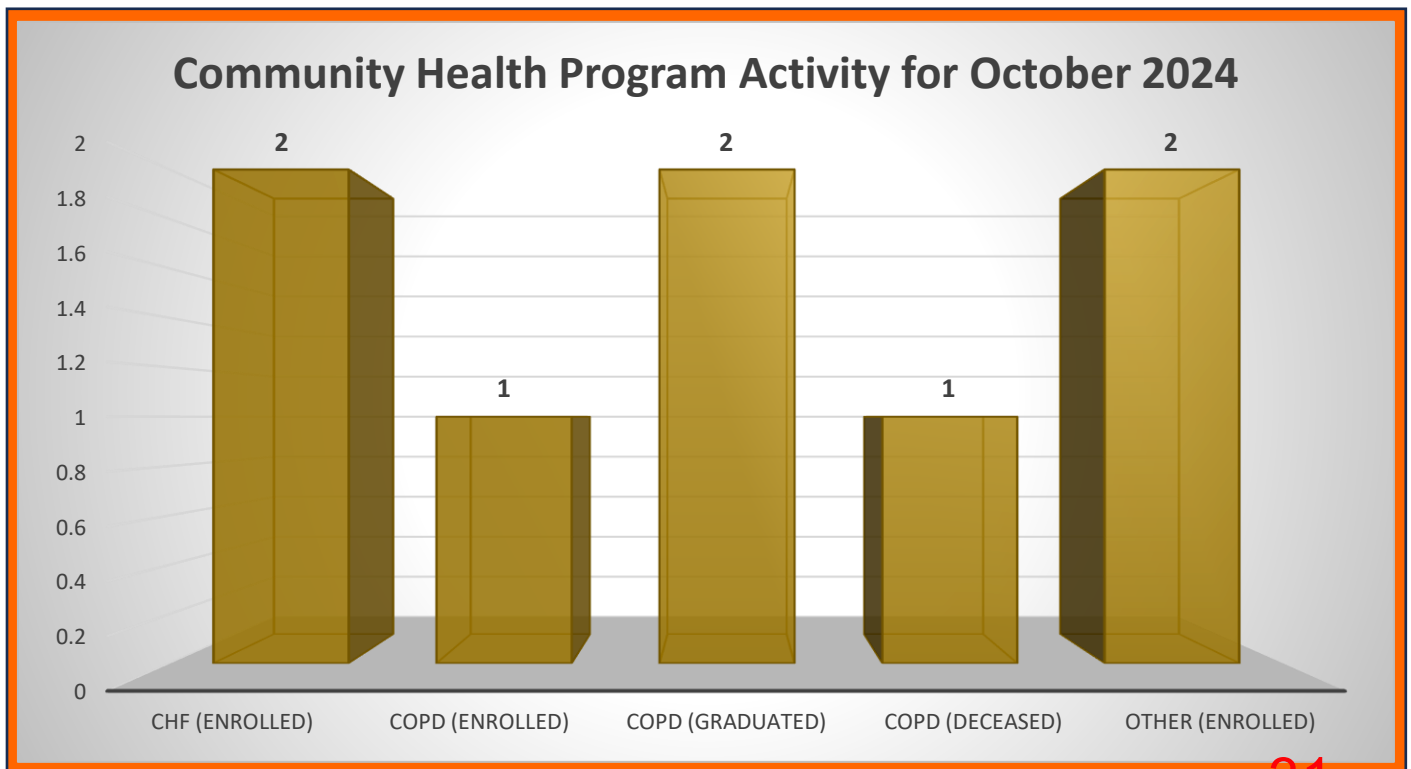
COMMUNITY PARAMEDIC REPORT

October 2024 Community Paramedic Program Report

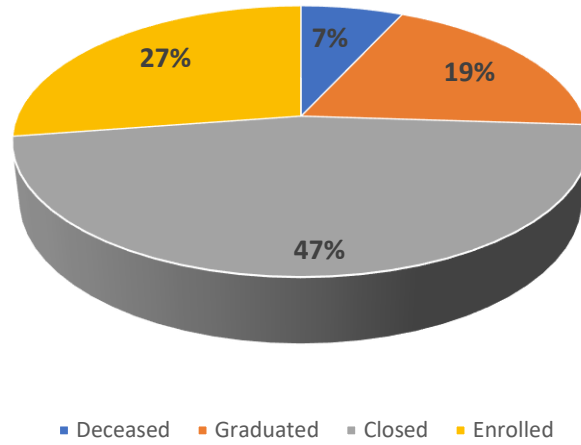
As of **October 30, 2024**, our Community Paramedic has **49 clients** in Columbia County enrolled and actively participating in one of the programs. The youngest being **19 years old**, the oldest being **94 years old**, with the average age being **60 years old**.



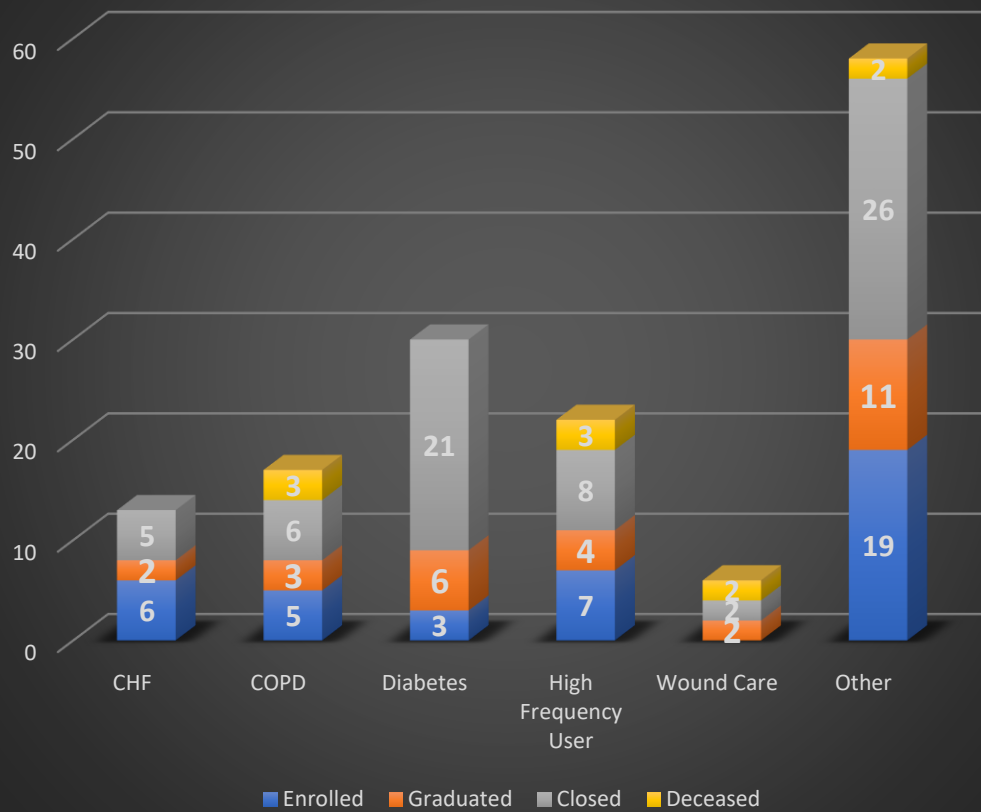
The graphic below represents program status changes that occurred in **October 2024**.



Client Program Status Update Overview 2024

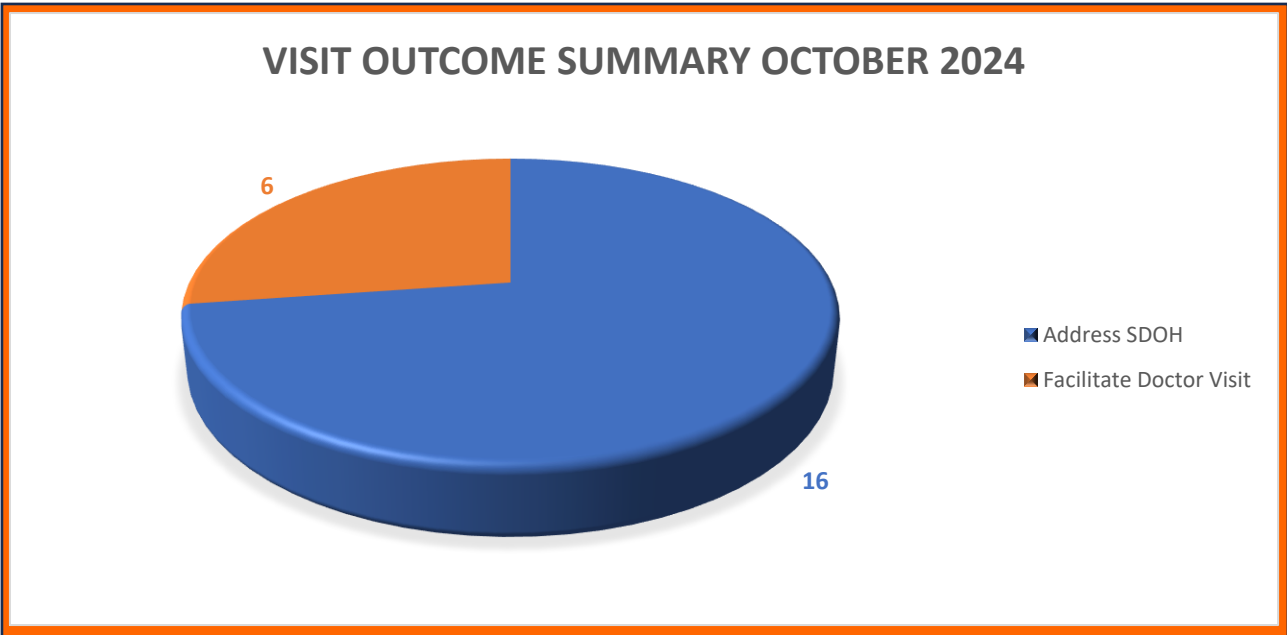
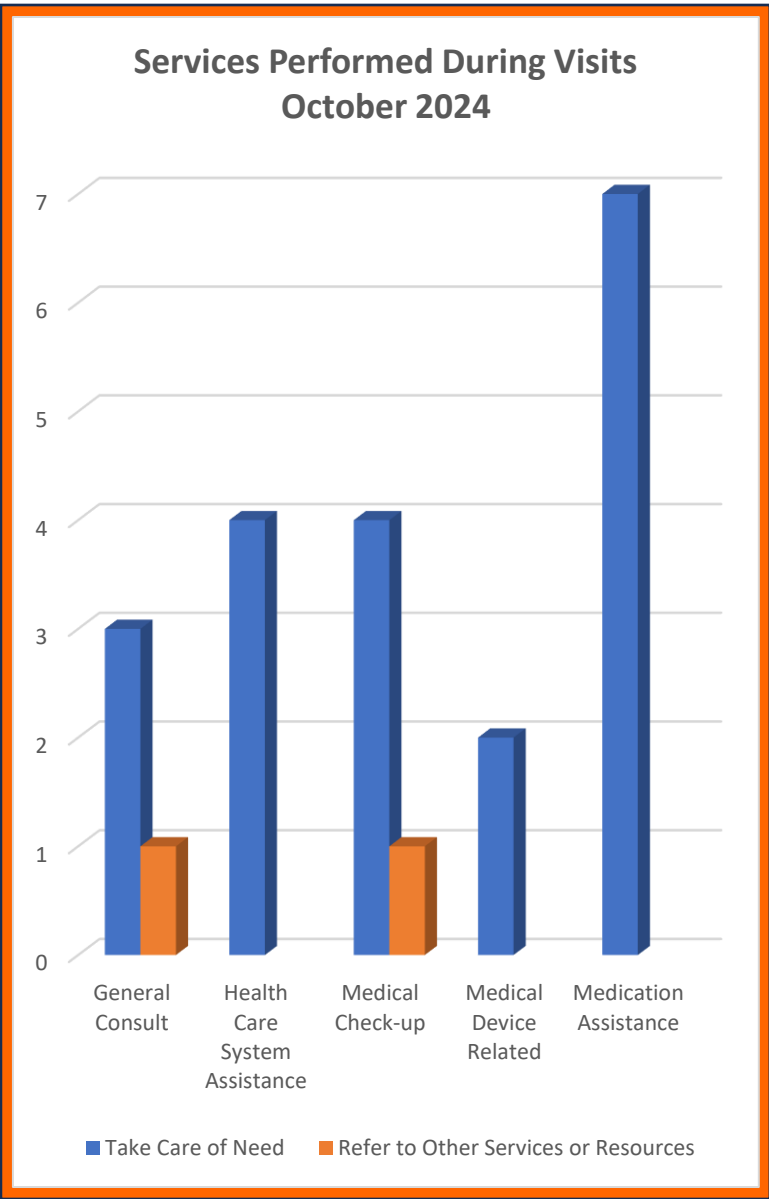


Client Program Update Overview 2024



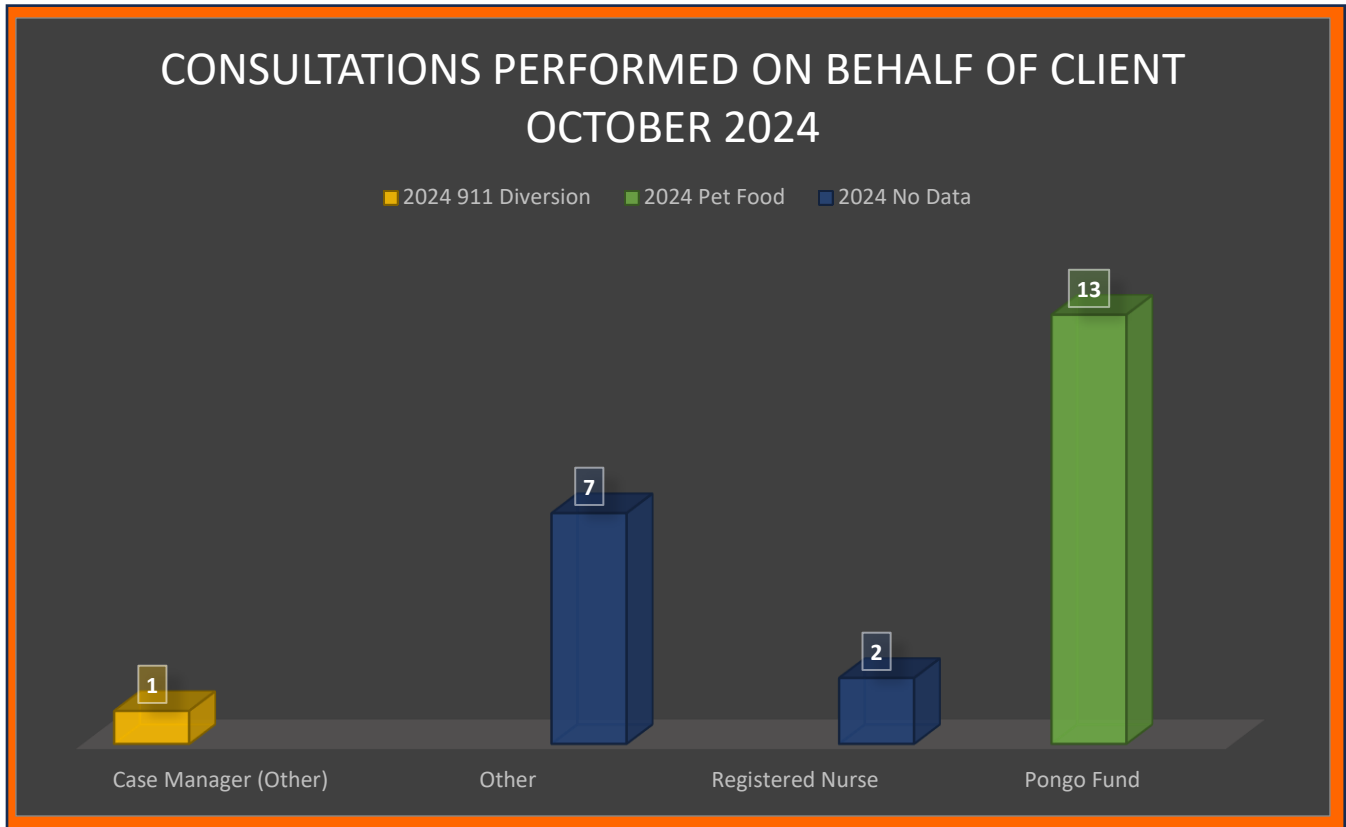
The total number of documented client visits during **October 2024** is **22** compared to **15** during the same time period in 2023. The graph below represents the comparison of initial client visits to subsequent client visits performed by the CP for **October 2023 / 2024**.





*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 **October 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

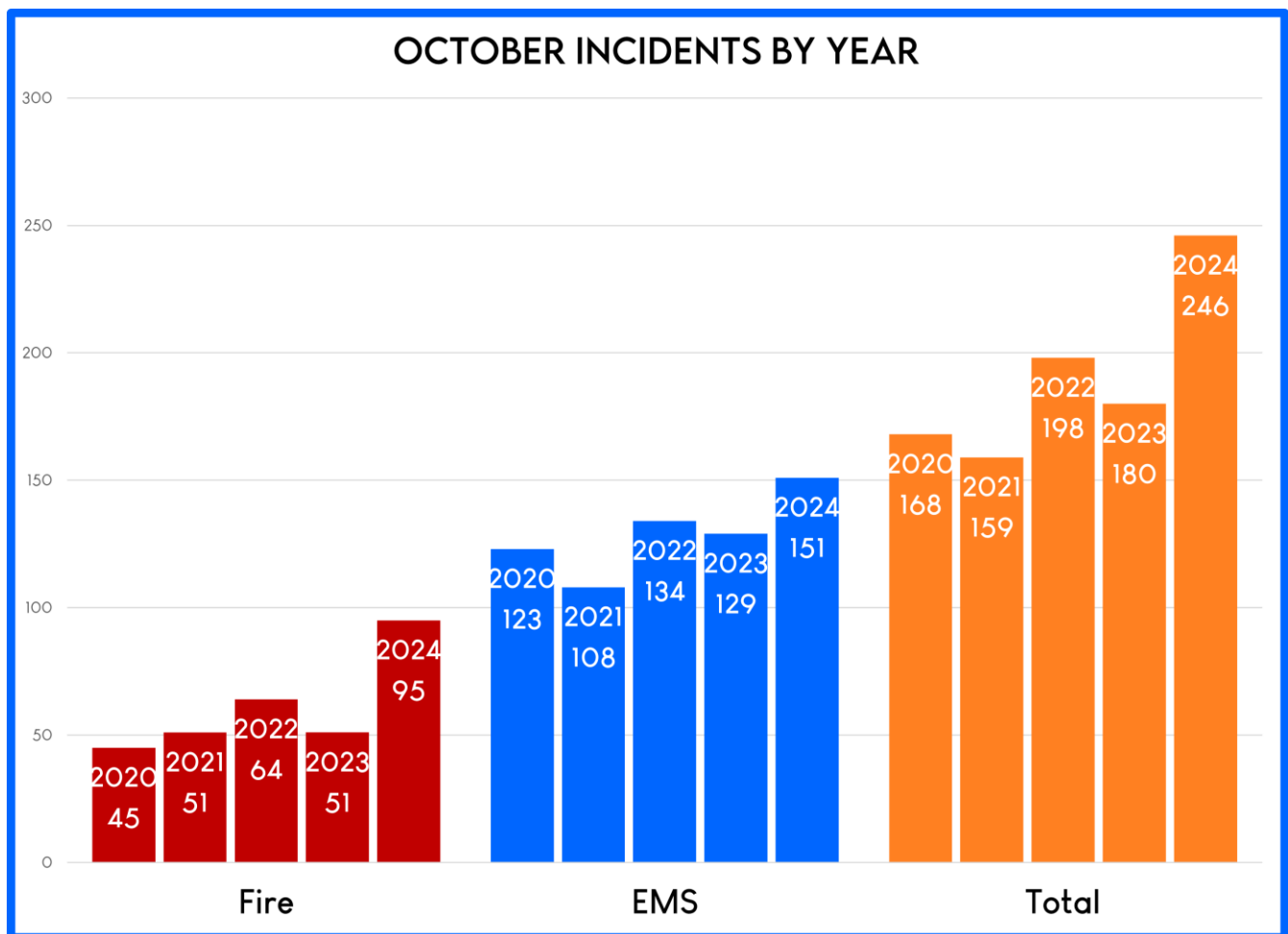


OCTOBER 2024

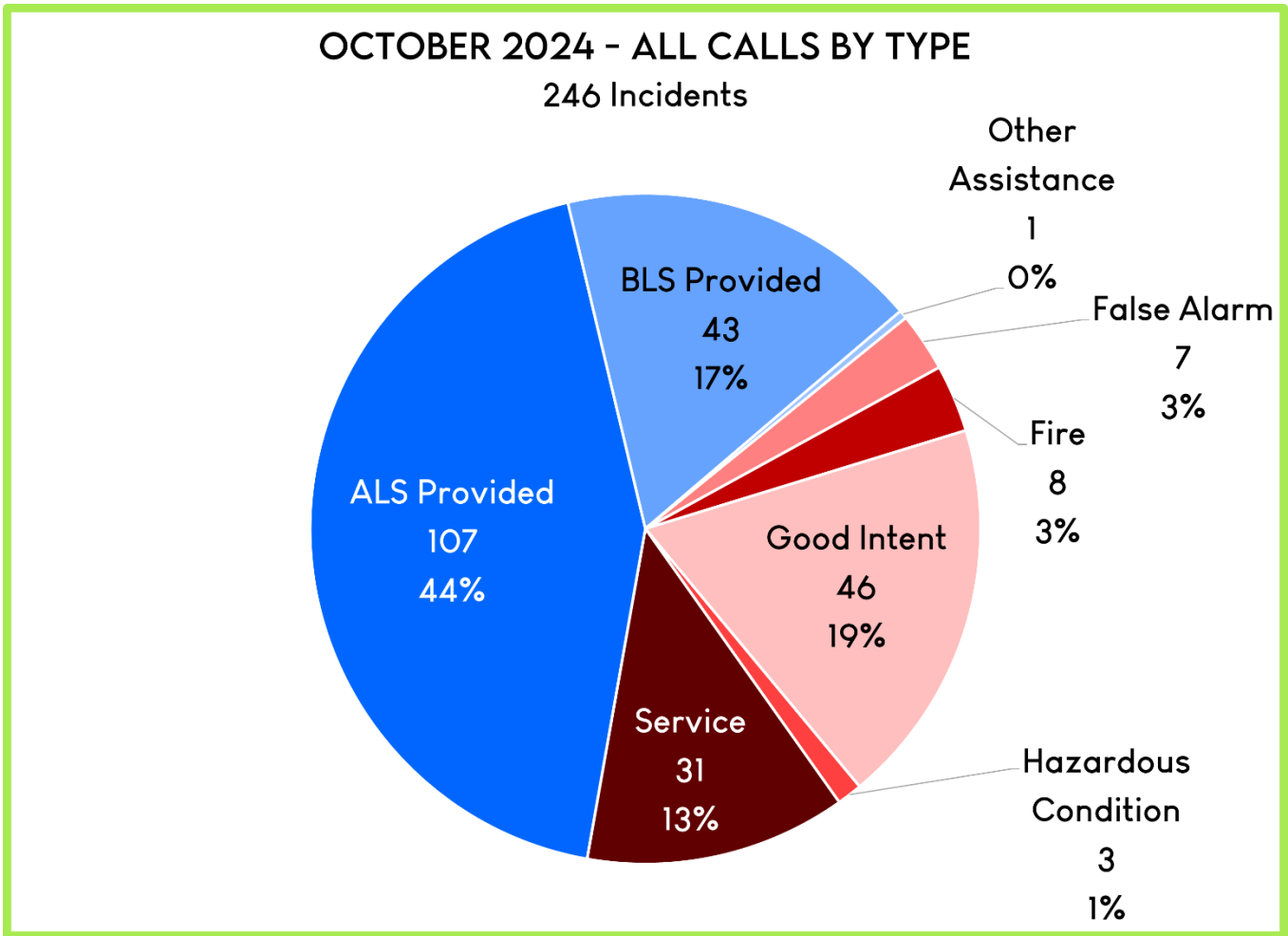
For the month of October, Scappoose Rural Fire Protection District responded to a total of **246** calls for service. There was a total of **500** apparatus responses spending **285** hours and **13** minutes of time. EMS incidents accounted for **61% (151)** of the call volume, while Fire incidents were **39% (95)**. The EMS related calls for the month included a total of **163** patients treated, with **100 (61%)** of those transported to area hospitals. COVID-19 was suspected or confirmed in **5** patients.

Approximately **49%** of the calls for service (**120** incidents) represent overlapping calls (at least one other call in progress). Approximately **32%** (**24** incidents) of the of the **74** 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.

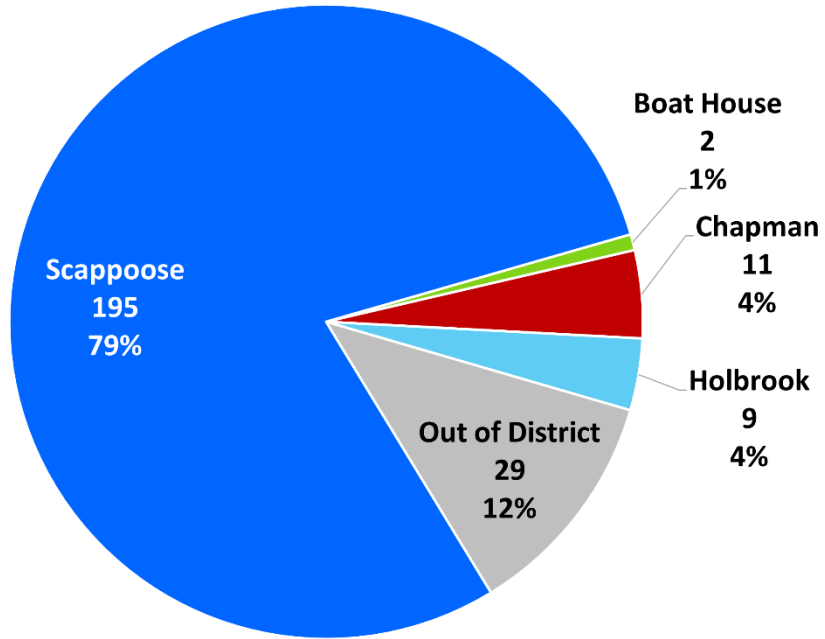
For the month of October, SRFD averaged **3.06** Fire calls per day and **4.87** EMS calls per day for an overall daily average of **7.94** calls per day. Total Fire & EMS incidents for the same month in 2023 was **180**. There were **36.67% more** calls this month compared to the same month last year.



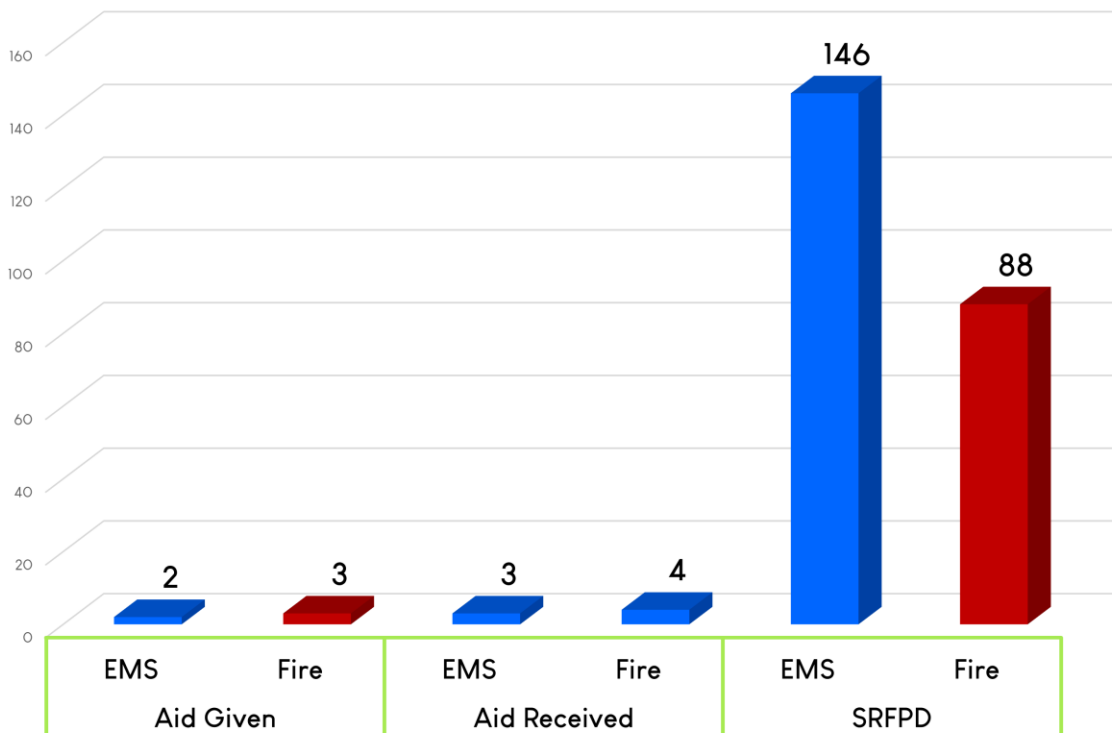
FIRE AND EMS CALL BREAKDOWN FOR OCTOBER 2024



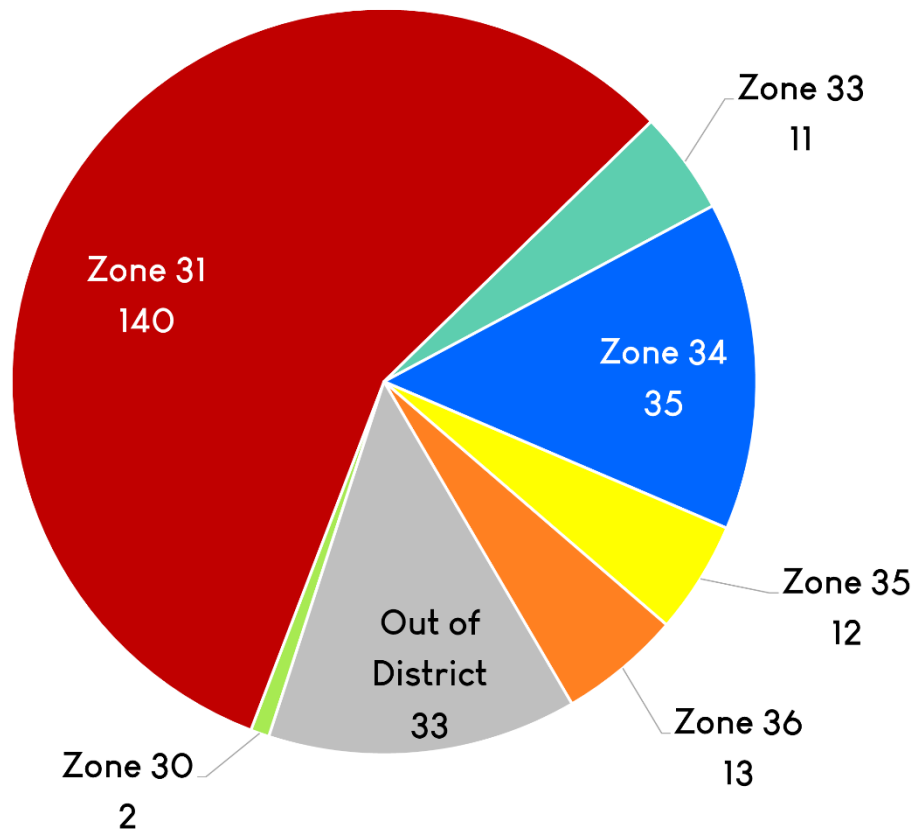
OCTOBER 2024 - INCIDENTS BY STATION
 246 Incidents with 500 Apparatus Responses



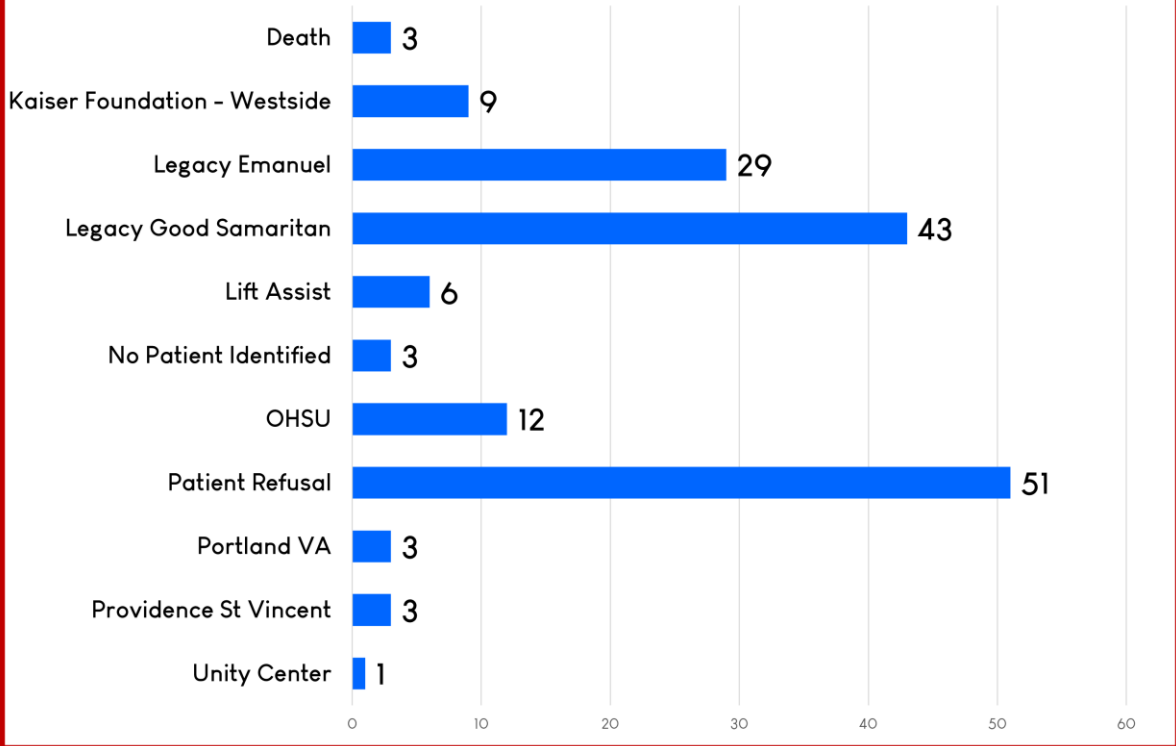
INCIDENTS BY RESPONDING JURISDICTION
 October 2024



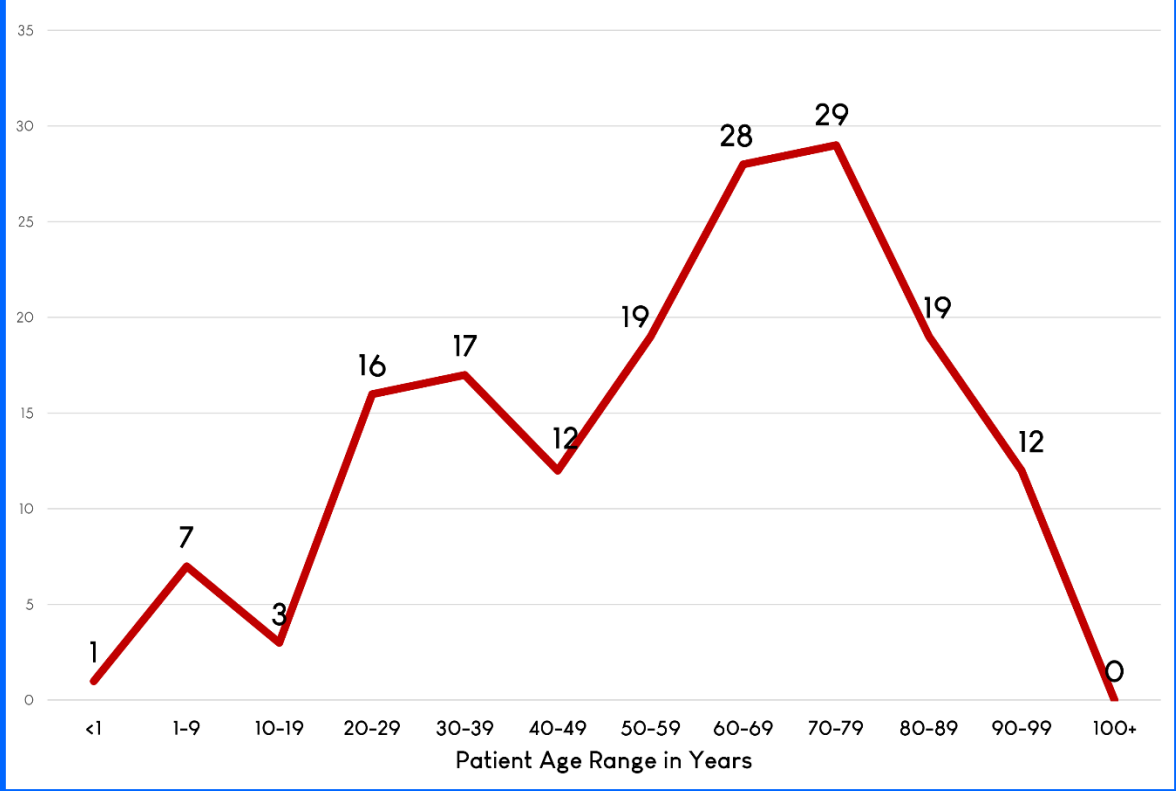
OCTOBER 2024 - INCIDENTS BY ZONE



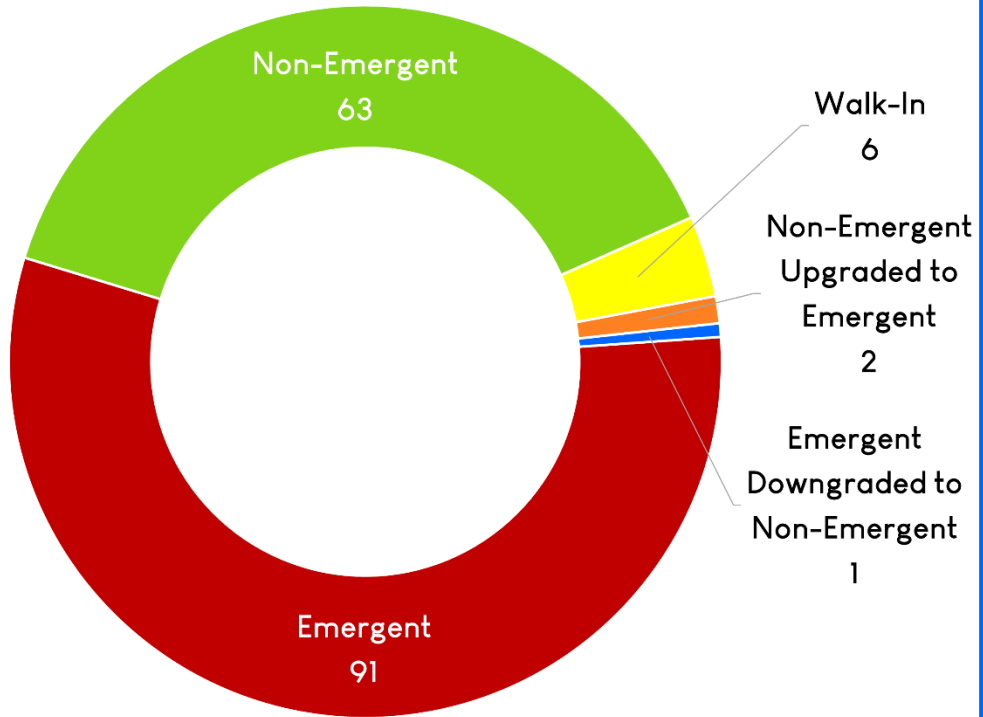
OCTOBER 2024 - PATIENT DISPOSTION 163 PATIENTS TREATED; 100 TRANSPORTED



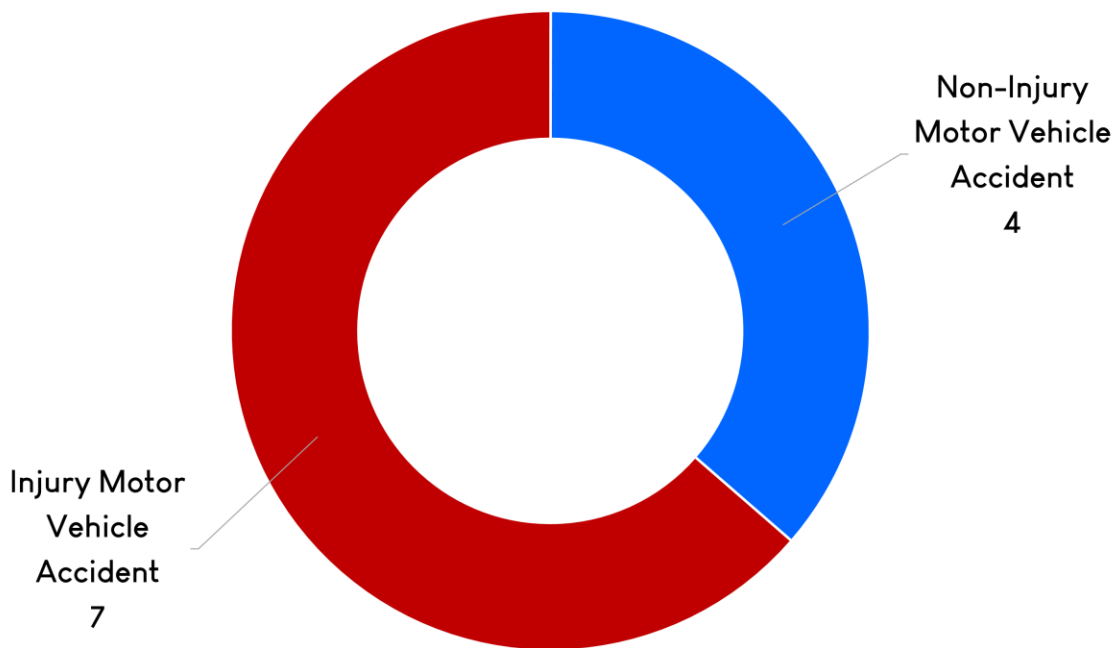
OCTOBER 2024 - AGE OF PATIENTS TREATED

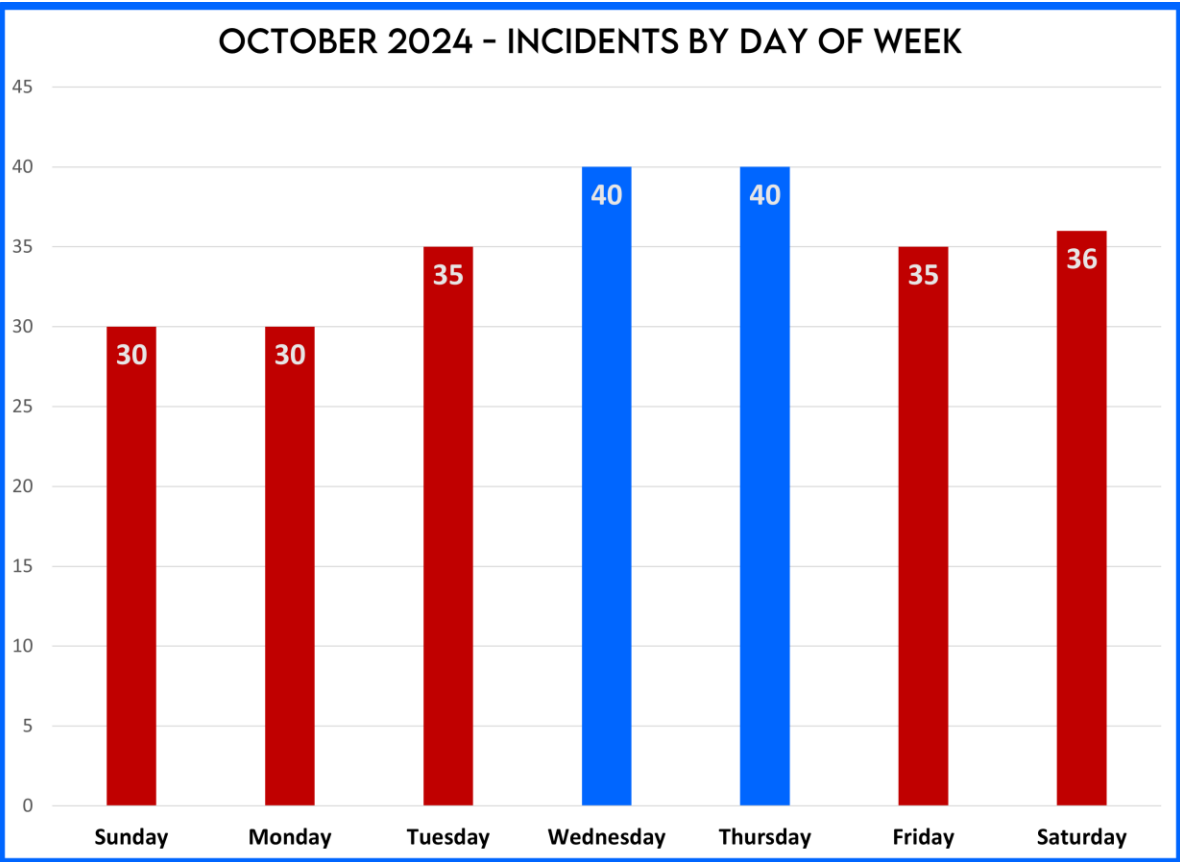
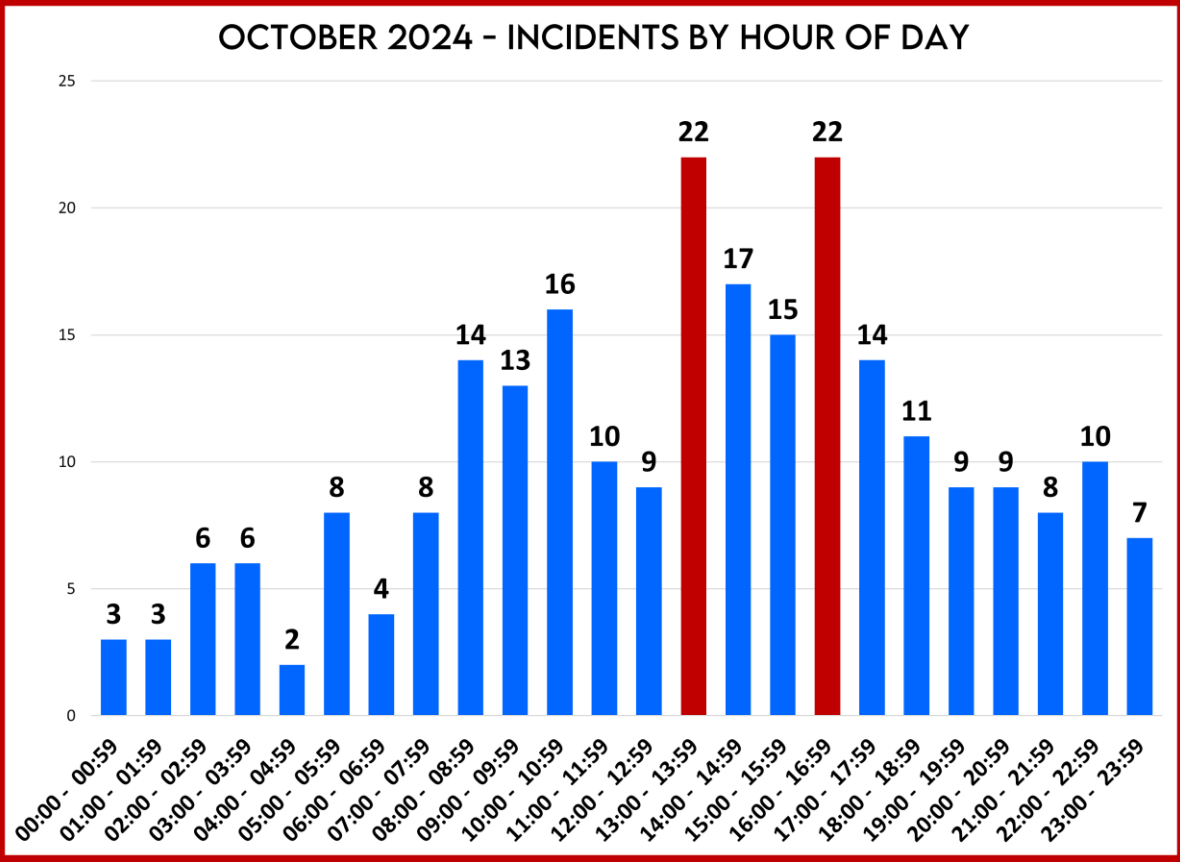


OCTOBER 2024 - EMS RESPONSE MODE

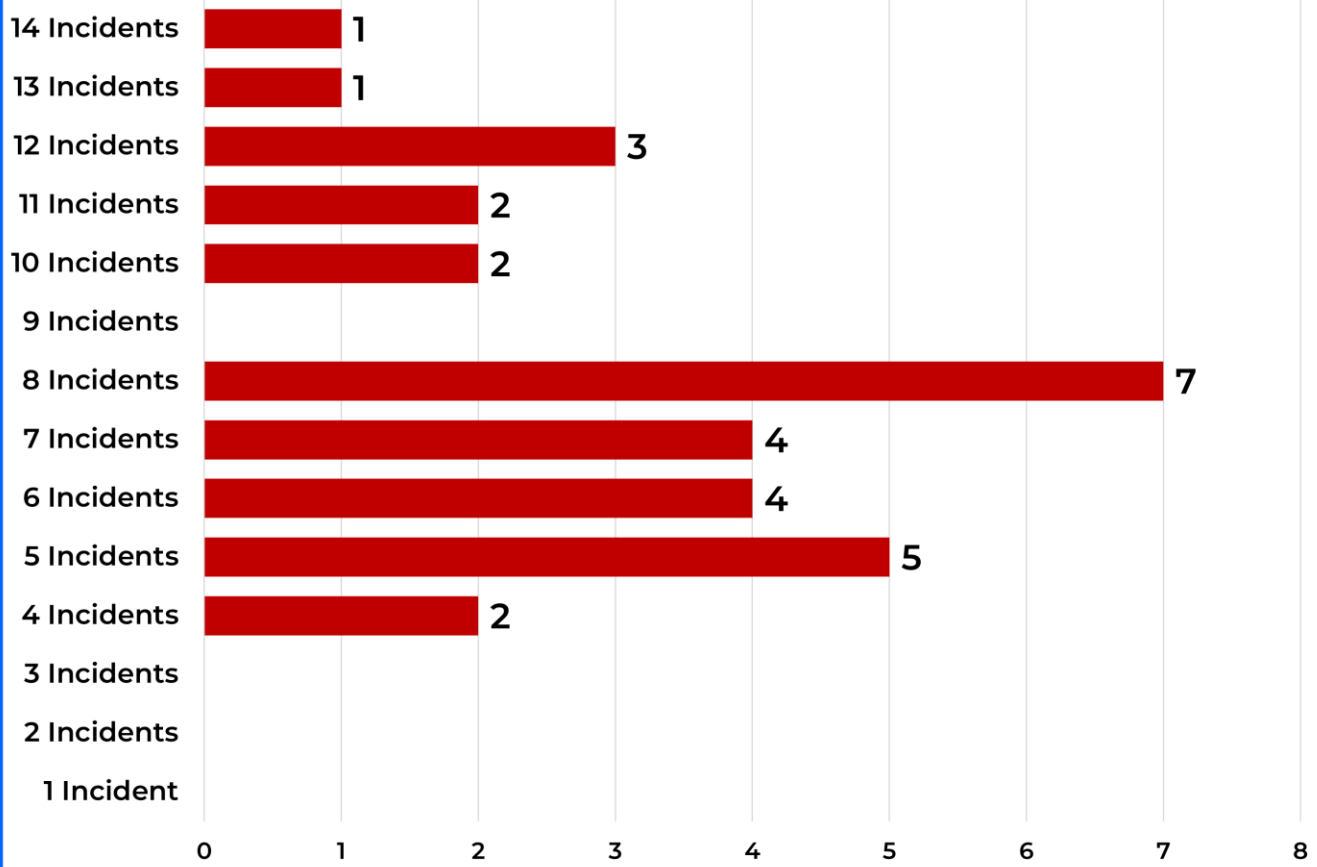


OCTOBER 2024 - 11 MOTOR VEHICLE ACCIDENTS



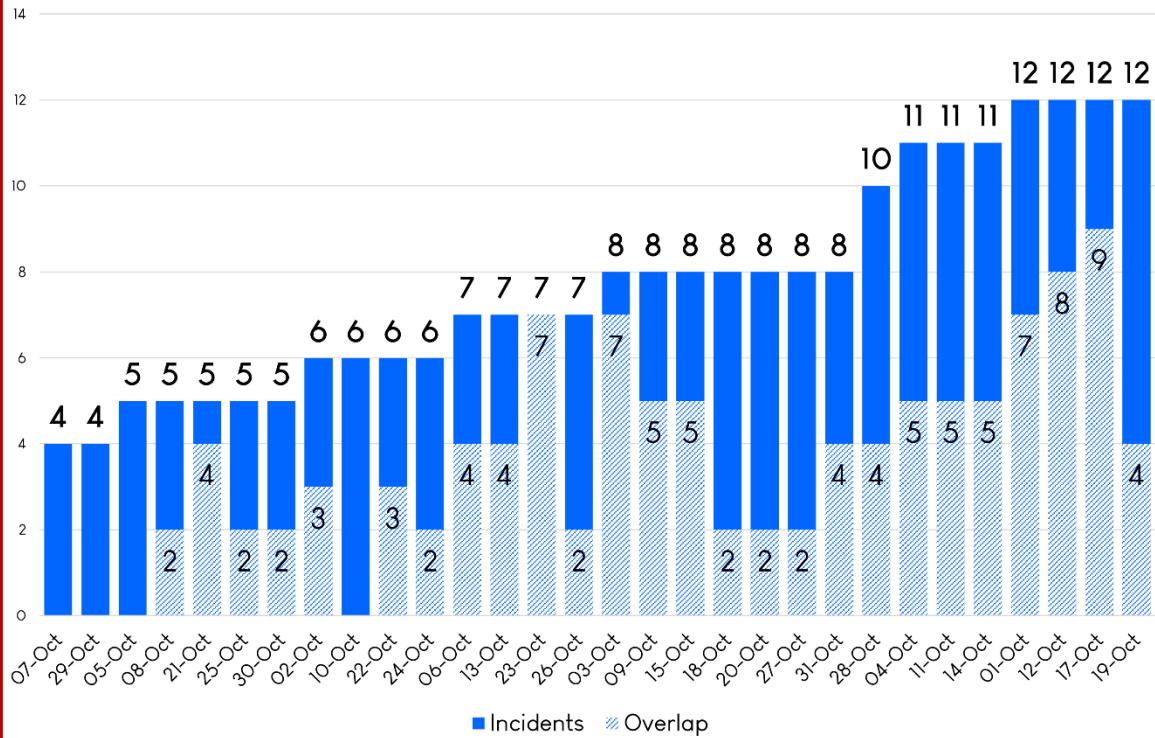


OCTOBER 2024 - INCIDENT COUNT BY DAYS



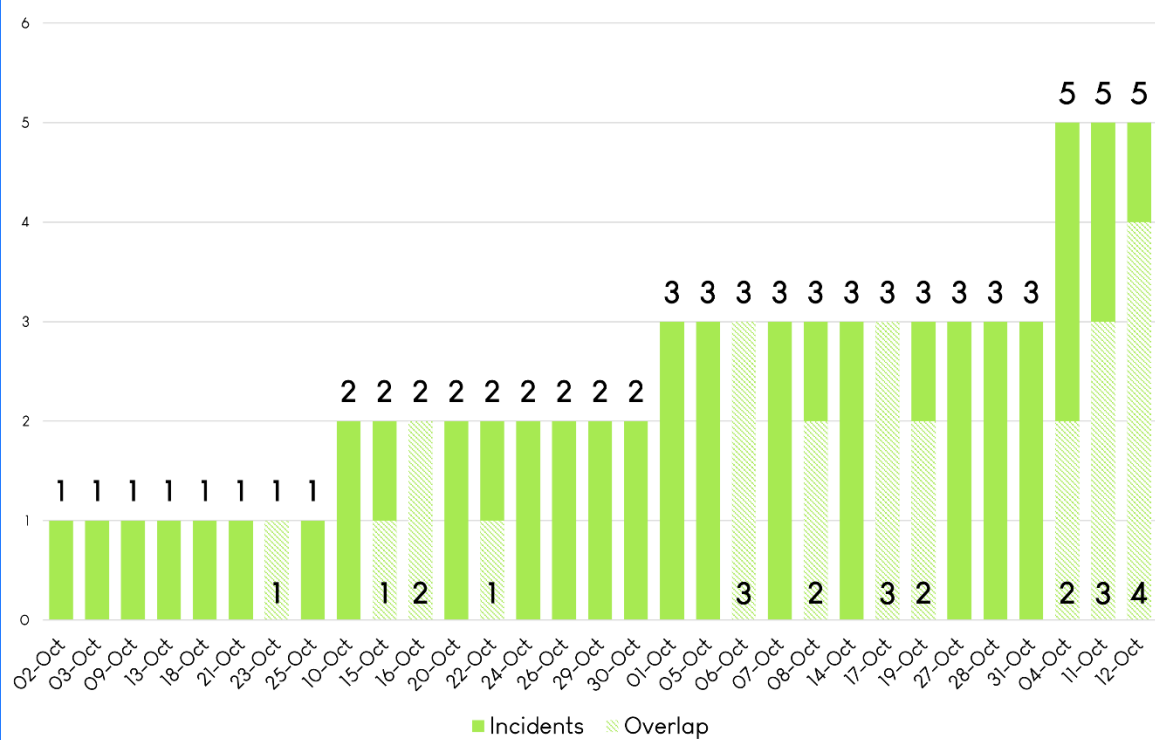
OCTOBER 2024 - DATES AND OVERLAPPING INCIDENTS

246 Incidents with 120 Overlapping (49%)



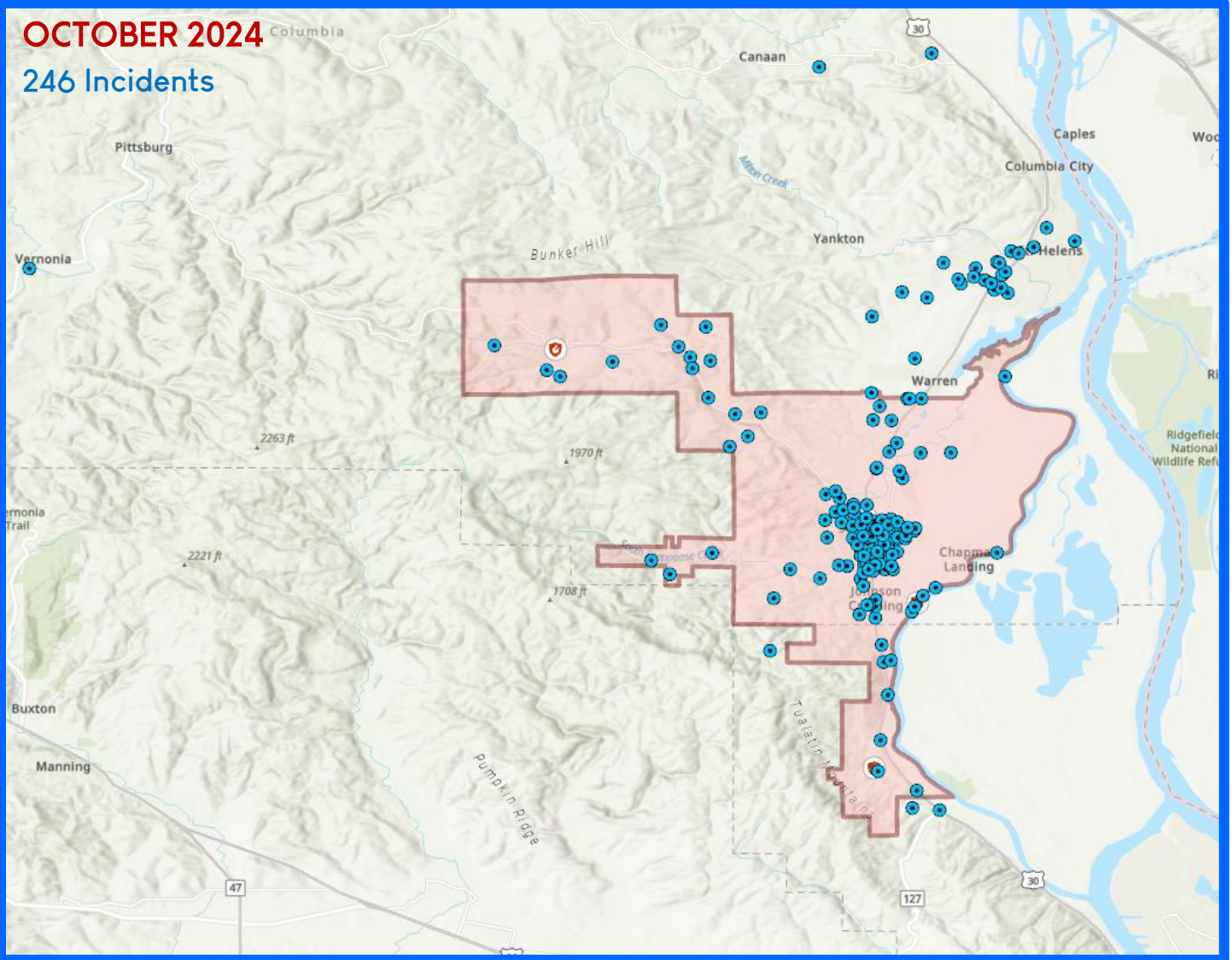
OCTOBER 2024 - DATES AND OVERLAPPING INCIDENTS

Calls from 8 PM to 8 AM; 74 Incidents with 24 Overlapping (32%)



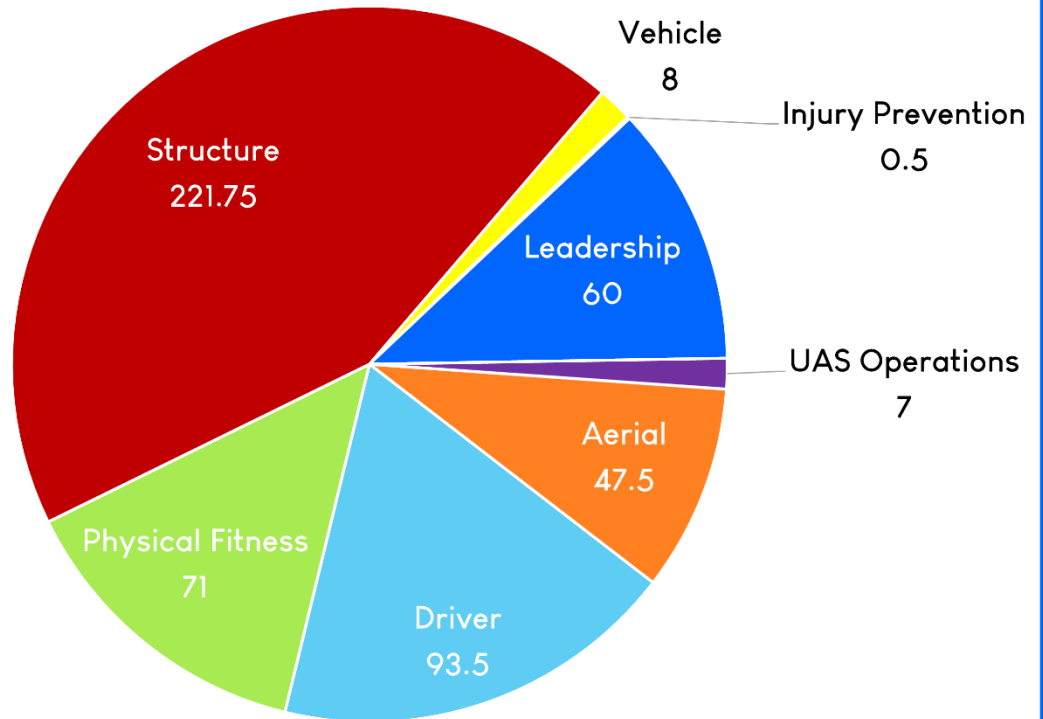
OCTOBER 2024

246 Incidents

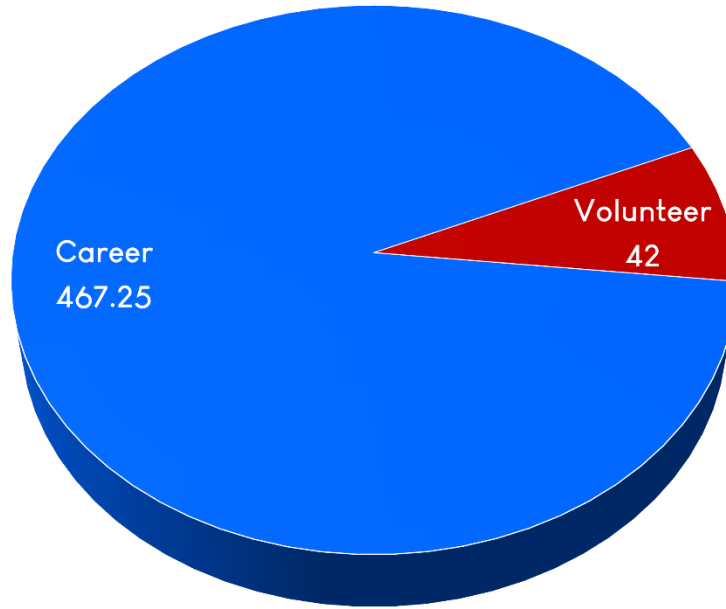


OCTOBER 2024 - TRAINING HOURS BY SUB-CATEGORY

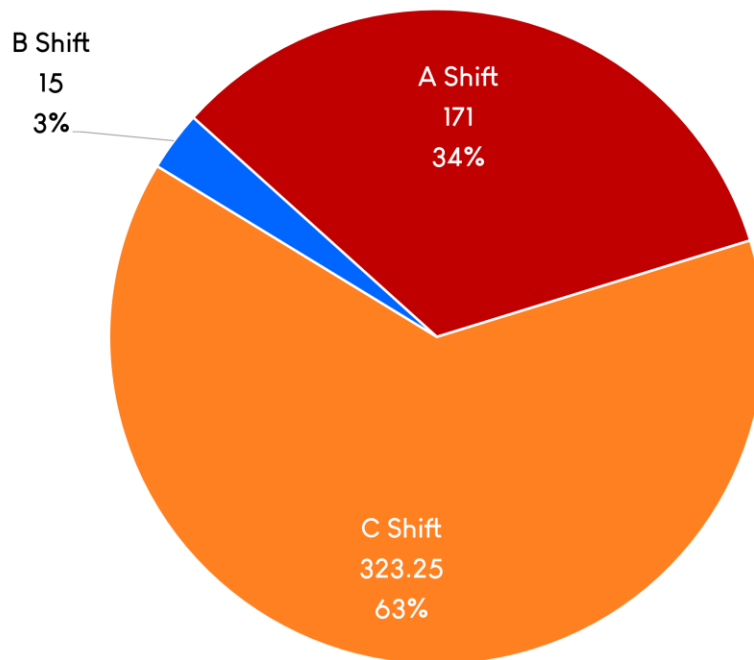
509.25 Total Hours



OCTOBER 2024 - VOLUNTEER & CAREER
TRAINING HOURS



OCTOBER 2024 - TRAINING HOURS BY SHIFT



**UNCREWED
AIRCRAFT (UAS)
ACTIVITY
REPORT**

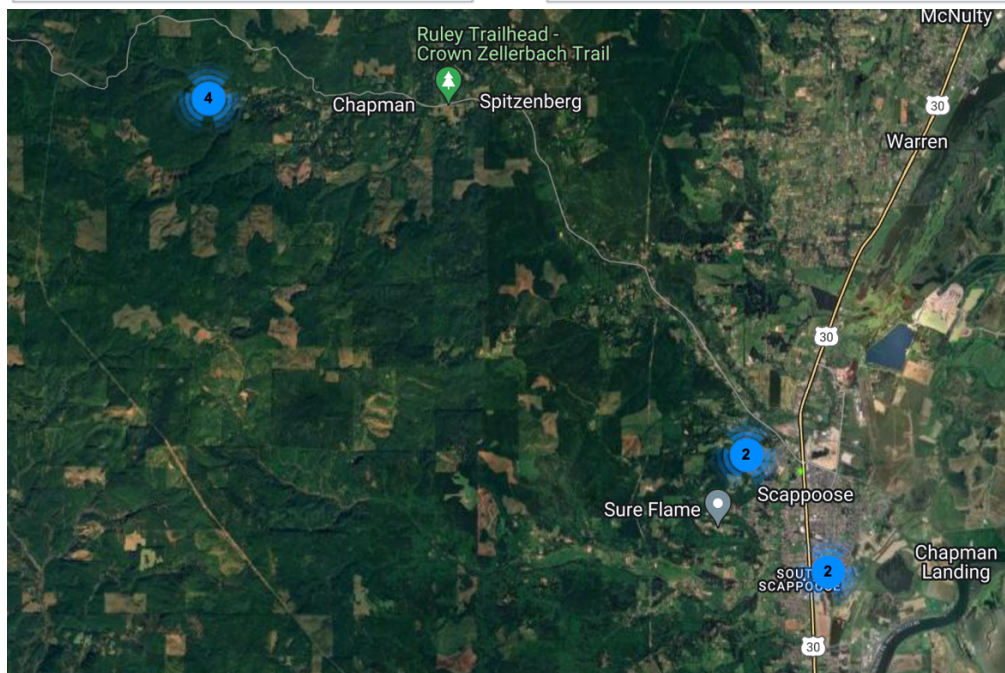
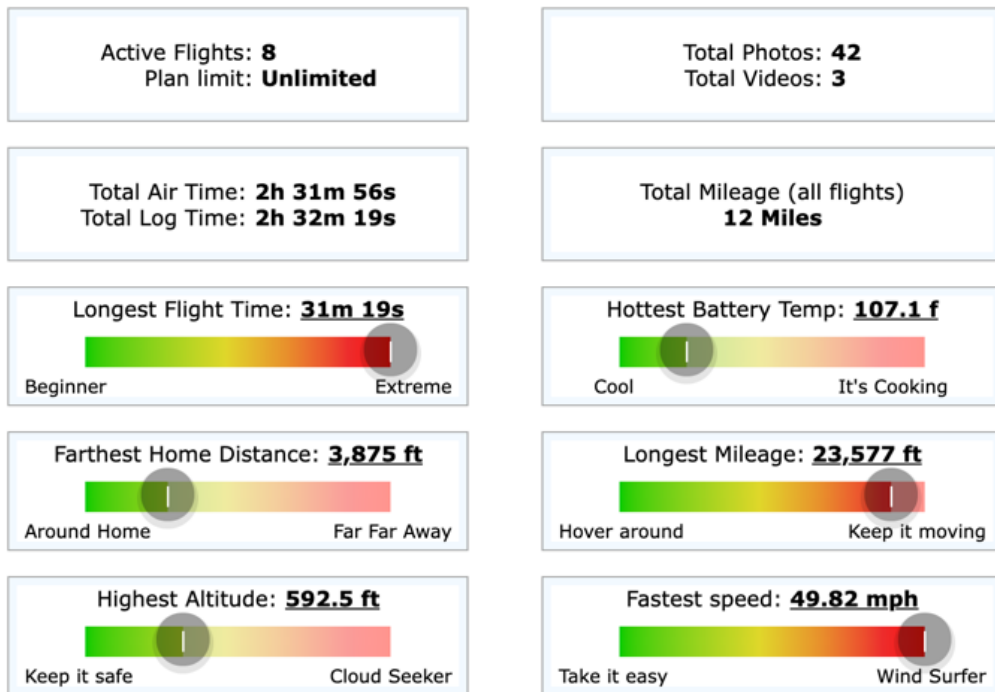
BOARD AVIATION REPORT

November 2024

TOTAL FLIGHTS: **8**

TOTAL HOURS: **2 hours 32 Minutes 19 seconds**

CAPTURED IN AIR DATA



STAFF REPORTS

Fire Chief Report NOVEMBER

Meetings Attended

Date	Topic	Date	Topic
10/1/24	Lane 1/Diamond Homestead Fire	10/14/24	Meeting with Mr. Roberts
10/2/24	Lane 1/Diamond Homestead Fire	10/16/24	IMMR Roundtable MTG
10/3/24	Lane 1/Diamond Homestead Fire	10/16/24	Policy Manual Review
10/3/24	RDPO Meeting	10/16/24	Chaplain Meeting
10/4/24	Lane 1/Diamond Homestead Fire	10/17/24	RDPO Meeting
10/5/24	Lane 1/Diamond Homestead Fire	10/18/24	PCC Dual Credit Meeting
10/6/24	Lane 1/Diamond Homestead Fire	10/21/24	FEMA GO Meeting
10/7/24	Lane 1/Diamond Homestead Fire	10/22/24	Vancouver Terminal Meeting
10/8/24	Lane 1/Diamond Homestead Fire	10/23/24	RDPO Cascadia Meeting
10/9/24	Lane 1/Diamond Homestead Fire	10/24/24	Burlington Water Dist. Meeting
10/10/24	Officers Meeting	10/29/24	NERIS Presentation
10/10/24	Board Meeting	10/30/24	Labor Management Meeting
10/14/24	Fire Defense Board MTG		

Hours Worked OCTOBER: 295

Hours On Call in OCTOBER: 135

Hours On Call For CRFR: 0

Hours TRAINING AUGUST: 12

TOTAL HOURS: 430

Training

Big Water Drill
Wednesday Night Drill
Interagency Aviation Training

Projects

Portland Fire Mutual Aid Agreement – *In Progress*
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*

Thankfully fire season has ended. With a couple little reprieves in dry weather, our team was mobilized to southern Oregon to manage three (3) large fires. They were the Lane 1, Diamond and Homestead Complex fires. I feel very fortunate to have been in a different capacity this year on the team, working as part of the Command staff. The skills I have been able to gain will help our organization in day-to-day operations, as well as assist in managing larger incidents in our response area and county. Some of the skills include meetings, efficiencies with office tools and software and looking at things from a strategic perspective instead of reacting as so many do in our field. Additionally, the ability to add other fire chiefs (who are on the team and other teams) will add to a growing list of others who can be called to obtain information on situations, policies and operations.

We are still in conversation with our neighbor about duty officer coverage. We are in the final stages of a draft IGA for them to look at and then bring back to the board for a signature. CRF&R has posted to hire a Division Chief. It is assumed that with the holidays, interviews and more that the new hire will not be operational till June, which necessitates us helping our neighbor.

Maintenance continues to plague our budget with tests. While we do our best to stay on top of all the preventative maintenance, due to the use and wear our equipment experiences, we will constantly be playing catch up. One thing that will help is that we are about to in-service a couple more vehicles. We were able to do a modified push in ceremony to get the new engine in service. Staff is still refining several tool placements, but we are in a great place to be able to start road testing the apparatus and identifying any warranty issues before the warranty runs out. We should be receiving our new DO vehicle by the end of November. Next month, we will need to place an order for a new ambulance next month. Due to the 500 plus day order time, we will have to get the order in to prevent unnecessary wear and tear on our current fleet.

Next month, our Finance director will be retiring. We are very excited as this will be the second retirement that our staff member will be enjoying. This will cause us to experience a significant hole in our operations. Mostly, our finance director has been the glue that has held us all together during times of challenge, brought us great joy when we were down, always there to lend a hand and has been an incredible friend. Starting in December, the finance director will be reducing hours and days to part time. This will last until June when a work back period will end. This will give us ample time to adequately hire an executive assistant to replace our current office manager. Thankfully, we have been training a replacement for the finance director position. Over the last six months, our internal candidate has been adding more and more responsibility and will take the lead in December. Our initial plan will be to hire around March or April to allow for an appropriate lead in time and not overwhelm our new finance administrator with having to gain confidence in the new role and have to train at the same time.

We had a very good meeting with the Burlington Water district. They were interested in seeing if we would be willing to take on a fire suppression contract with them to serve as the fire response for their area. We looked at lots of data, and made several suggestions to them about a potential for future discussions. We did let our neighbors to the south,

Portland fire (current contract holder) that we were going to have this discussion. In addition, we also let them know that we had a great working relationship with our neighbor and did not wish to take anything away from them as they have always looked out for our community with donations of equipment and including us in regional training. We will meet again after they have more conversations with their board, Portland Fire and possibly other consultants.

Also, our agency is still working with Hillsboro Fire on another RDPO project on Active Threats. This project is being led by them with minimal support from Scappoose. We are also involved in a tabletop process with Portland Fire that will deliver three different scenarios for the fire service working with Public Works and Emergency Management in the event of a Cascadia Event. This project has been in the works for three years.

Lastly, I want to take a minute to say thank to our incredible staff. This includes our dedicated Volunteers, Career staff, Administration staff, families of all our staff (Career, Volunteer and Administration) and all the community volunteers that continue to help make this organization great. We would not be able to provide the service we do, without all the support.

**Assistant Chief Marks
November 2024**

October Projects:

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

Drills / Activities / Meetings in October included:

Fire Defense Board	HPO Steering Committee
NFPA 1010 Task Force	New Engine Training
Fire Prevention Open House	Officers Meeting
Board Meeting	Legacy Stroke Meeting
ASA Committee	Ropes and Knot Volunteer Drill
OMIC Manufacturing Day	Trunk or Treat Assistance
NERIS Webinar	Operations Committee

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.

A Holbrook neighbor raised a concern of a possibly hazardous tree on the station property. Arborists were contacted and one company returned our call. I met with them at the station, and it was decided to remove the tree to prevent possible damage during winter storms. One tree will be removed, and several others will be trimmed.

Currently, the USFA requires all organizations to submit data using the National Fire Incident Reporting System. This system is old and is being replaced with a new reporting system called, the National Emergency Response Information System or NERIS. The new system has begun its roll out and is being used and tested by several agencies across the country. All agencies will need to be compliant with this system by the end of 2025. Myself, BC Hennigan and Lt.

DuBois have been paying attention to this roll out. We are also working with Image Trend on their roll out of the system to ensure we are compliant.

I was selected to participate in the DPSST NFPA 1010 task force. This task force assists DPSST with reviewing new NFPA standards to ensure taskbooks, training, and application materials are in line with a new standard. The district has actively participated in these types of taskforces for decades.

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. GACDS: This project will remain priority number one throughout our collection period. Correct and thorough ompletion of this project will ensure the organization is not fined 10% of our Medicare billing.
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 Oct 2024	170 Hours
Call time in Oct 2024	205 Hours (call shifts minus office time)
Total Hours for Oct 2024	375 Hours
Total CRFR Coverage Time	72 hours



Bri Brogli, Daniel Schrom and Jackson Ramsey at Trunk or Treat.

Chief Bautista Report
Prevention & Training Divisions
November 2024

October Projects:

- ◆ Volunteer Program Coordination (On going) - Working with Henry Oberbarnscheidt the in the Member Outreach position and Winter 2025 volunteer recruit onboarding
- ◆ Volunteer Firefighter Academy Schedule (In Progress)
- ◆ Scappoose High School Fire & Emergency Services Course Schedule (In Progress)
- ◆ National Fire Prevention Week open house planning (Completed)
- ◆ 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) driveway inspection was completed, one (1) driveway consultation was completed, one (1) fire inspection was completed, one (1) pre-incident plan was completed.

Scappoose Fire District spent the week with Grant Watts Elementary to conduct some public education events for National Fire Prevention Week, which will incorporate our Jr. Fire Marshal program with the 1st grade students. A total of 125 students participated in fire safety lessons and fire station tours, which included an assembly where students were “sworn in” as Jr. Fire Marshals. Thank you to all members who assisted this week.

The National Fire Prevention Week open house was held October 9th, 2024. Approximately 70 community members attended, and the feedback was positive. Columbia County Emergency Management, Columbia County Public Health, Columbia 911 District and ServPro set up information tables at the event. Thank you to FF Chloey Vandolah for all the support capturing the events.

I have been assisting the Oregon Office of the State Fire Marshal with the 2025 Oregon Fire Code review and sitting on three committees. Meetings started in September and will continue until the sections have been reviewed and modified as needed.

Training Division:

Our updated timeline for the Volunteer Recruit Academy (2025-01) is now January 2025. We will hold an information session in December to intake our new recruits.

Working on planning and coordinating a burn to learn, this is being tabled until we get more specifics from Port of Columbia.

Working with LCRTOA to coordinate county wide firefighter drills and county wildland drills.

Student interviews are scheduled for the week of November 18th at Scappoose High School. We are going to admit up to 20 students for the 2025 program.

Public Information Program:

Working with Columbia County to support county wide safety messages.

All-Hazards PIO Course was planned for October 2024. It was cancelled due to low enrollment. This course is part of the development plan for continuing training for our current PIO program and incorporating support for wildland responses as a single resource asset. We will work on rescheduling this course and/or finding other options to attend this training.

Volunteer Program:

Henry has completed his NFPA Fire Instructor 1 course, we will be working with him to complete his task book and become certified. Henry will assist with the NFPA Firefighter 1 academy as an additional instructor.

Recruit candidates are going through background checks and medical evaluations into November. Our goal is a January 2025 academy start.

October Meetings & Activities:

Date	Meeting/ Topic	Date	Meeting/ Topic
10/1/24 & 10/2/24	NFPA 407 First Draft Meeting	10/10/2024	English Language Learner (E.L.L.) (1st Grade) - Fire Safety & Career Q and A
10/2/2024	2025 OFC - Subcommittee Group 1 (Virtual)	10/10/2024	Station Tour – EM Watts
10/3/2024	Pre-application Conference: Addison Apartments	10/10/2024	2025 OFC - Subcommittee Group 4
10/7/2024	Fire Education Assembly (1st Graders)	10/14/2024	2025 OFC - Subcommittee Group 1
10/8/2024	LCRTOA	10/15/2024	ACE Hardware Fire Inspection & Pre-Incident Plan
10/8/2024	Columbia County Fire Investigation Team Mtg. (FIT)	10/16/2024	2025 OFC - Subcommittee Group 4
10/8/2024	Station Tour – EM Watts	10/20/2024	MDA Fill the Boot
10/9/2024	Jr. Fire Marshal "Swearing In" Ceremony	10/22/2024	2025 OFC - Subcommittee Group 5
10/9/2024	National Fire Prevention Week Open House	10/24/2024	Pre-application Conference: Ofstad Self Storage
10/10/2024	Officers Meeting	10/29/2024	2025 OFC - Subcommittee Group 1

Chief Officer Development Training:

None scheduled

Upcoming Training:

None scheduled

Total hours for October 2024: 328 hours: 206 hours & 122 Duty Officer (On-call hours, minus office hours)





Member Outreach October Report

Henry Oberbarnscheidt

This past month, I have been involved in or assisted with, but not limited to:

- Tried to find out what gear the existing volunteers were missing.
- Find out sizes for new recruits so they will be ready for the academy and become part of the organization, and to make sure that we have enough uniforms and turnouts for the new recruits.
- I taught a couple of fire extinguisher classes:
10/1 at Oregon Aero with 17 participants
10/3 at Oregon Aero with 19 participants
- Sent out notification letters (accept/reject) for new applicants.
- Started background checks for new recruits. We are almost done, but we are waiting for the last few pieces to fall into place.
- All new applicants are scheduled for their physicals other than three that we are holding off on at this time.
- I helped organize and participated in multiple public education events since October was Fire Prevention Month.
- Public education at a private daycare with 10 participants.
- Career Fair at PCC for high school students with approximately 100+ students. Went to Chapman to get and return Engine 435.
- Two station tours for Grant Watts first graders with about 127 students.
- Grant Watts presentation on smoke alarms with about 127 students.
- Assisted with ELL class Don't Be Afraid of Firefighters with 7 students.
- National Fire Prevention Week open house at the station with multiple other county agencies along with many activities. The event was much bigger than last year's event, with about 100 participants.
- Grace Christian Preschool Don't Be Afraid of Firefighters and engine tours with about 38 students.
- Worked with firefighters on their task books.
- Scheduled more ride-alongs.
- Continued working on Volunteer Handbook.
- I read, tested, and took Instructor I class.
- Assisted with logistics with moving vehicles and setting up for meetings.
- Set up for next month's activities.
- Attended all volunteer drills, meetings, and most functions that I missed due to prior commitments.

- Assisted with a public assist.







Finance Report for November 2024

General Fund Revenue:

- \$97,698 in EMS revenue
- \$35,000 for sale of Western Star Water Tender
- \$7,713 in prior year property tax revenue
- \$6,390 in interest earned on investments
- \$5,651 in conflagration revenue from the State of Oregon

Grant Fund Revenue:

- \$36,570 in SAFER grant reimbursement

General Fund Expenditures:

- \$429,464 for Personnel Services expenses (payroll, insurance, FICA, & benefits)
- \$13,101 for 2017 F350 ambulance repairs
- \$7,500 for mid-audit progress to Accuity, LLC
- \$5,210 in credit card expenses
- \$4,828.85 to 49er Communications for radio purchases

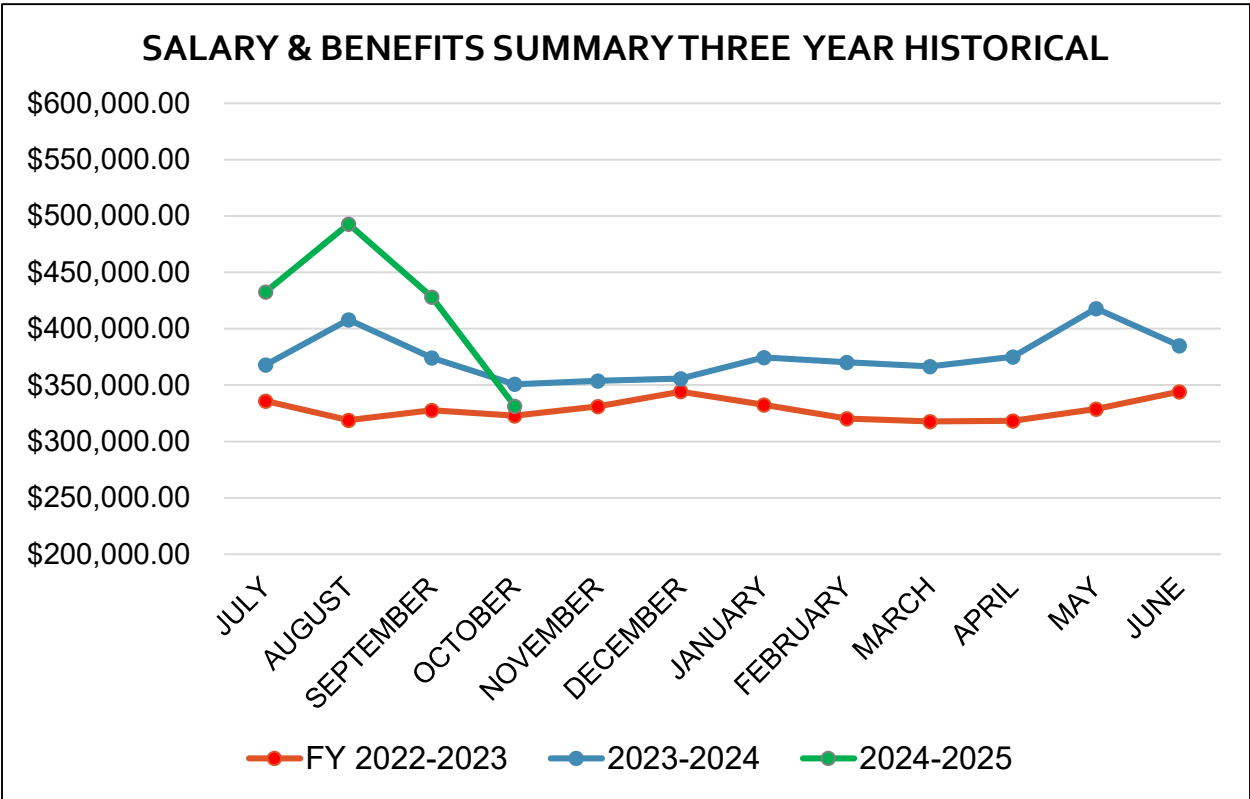
With 33% of the fiscal year behind us, it looks like our EMS revenue is running a bit above budget with 42% collected thus far. Prior year tax revenues are also above budget projections for this point in the year, however they are approximately \$9,000 lower than at this time last year.

Personnel Services remains very close to budget at 31.66%. Once the October PERS expenses are drawn mid-month, it will be right at budget. Communications Maintenance was hit with the purchases of two new radios, which placed that line item at 84% expended. The other line item that remains a concern is Maintenance on Equipment, which is now 50% expended. All other line items are within budget.

Distributions of the current year tax revenue began November 7th. Other expected revenues in November include a quarterly payment from Columbia Pacific CCO for the community paramedic program, REMS deployment payment from USFS, and grant reimbursement funds from the State Homeland Security grant.

We continue to wait on the final audit documents, with only a few finish-up items requested by the auditors. If you have been asked to complete a questionnaire via email from Accuity, LLC., please complete it and send it back. They sent those directly to your SRFD email account and mentioned they were late in doing so.

Transition plans for Karleigh Booth to take over as Finance Administrator have been in the works for the last eight months focusing on payroll, day-to-day financial updates and analysis, insurance, and budget development. I'll return part-time in January to assist with office procedures and the budget. The auditors were glad to see that a smooth transition had been planned for well in advance, as the lack of planning can lead to financial issues for any organization.



Submitted by Maria Heath

OLD BUSINESS

SCAPPOOSE RURAL FIRE PROTECTION DISTRICT
RESOLUTION No. 2024-02
2024-2025 SUPPLEMENTAL BUDGET

WHEREAS, the Scappoose Rural Fire Protection District (the District) has 2 LifePak monitors that will no longer be able to receive preventative maintenance after January 2025, and

WHEREAS, the District budgeted \$90,000 in General Fund Capital Outlay (Acct. #910), of which \$70,000 was budgeted for the replacement of 2 cardiac monitors, and

WHEREAS, 2024 pricing was not available when the FY24-25 budget was adopted, and pricing on 2 LifePak monitors/defibrillators has increased to \$108,000, and

WHEREAS, the District’s actual 2024-2025 Beginning Available Cash on Hand is \$366,823.46 more than was budgeted, due to conservative budgeting and lower prior year expenditures than anticipated, and

WHEREAS, the District wishes to appropriate \$38,000 of this unappropriated amount to purchase 2 complete LifePak35 monitors/defibrillators from General Fund Capital Outlay (Acct. #910) as outlined in the table below:

2024-2025 Budget & Revisions Fire & EMS Services	Adopted Budget	Budget Revisions	Revised Budget Amounts
General Fund Revenue			
Beginning Available Cash on Hand	\$ 2,525,322.00	\$ 38,000.00	\$ 2,563,322.00
General Fund Expenditures			
Capital Outlay	\$ 90,000.00	\$ 38,000.00	\$ 128,000.00
General Fund Total Requirements	\$ 8,900,779.00	\$ 38,000.00	\$ 8,938,779.00

THEREFORE BE IT RESOLVED, that an additional \$38,000 will be appropriated to General Fund Capital Outlay as described above.

Dated this 14th day of November 2024.

Susan Reeves, President
Board of Directors

Dave Sorenson, Secretary/Treasurer
Board of Directors

COMMITTEE REPORTS

MISCELLANEOUS



Oregon Government Ethics Commission

November 7, 2024

Upcoming In-Person Training Opportunities

Training Locations

The following public bodies are hosting upcoming trainings. These are open to any public official, but registration is required.

- City of Keizer 11/15
- City of St. Helens 11/18

More trainings are coming soon! Check back often for additional options.

OGEC is excited to announce that it is partnering with several public bodies to offer in-person training sessions on Public Meetings Law. These trainings are open to any public officials who would like to attend.

We'll cover such topics as

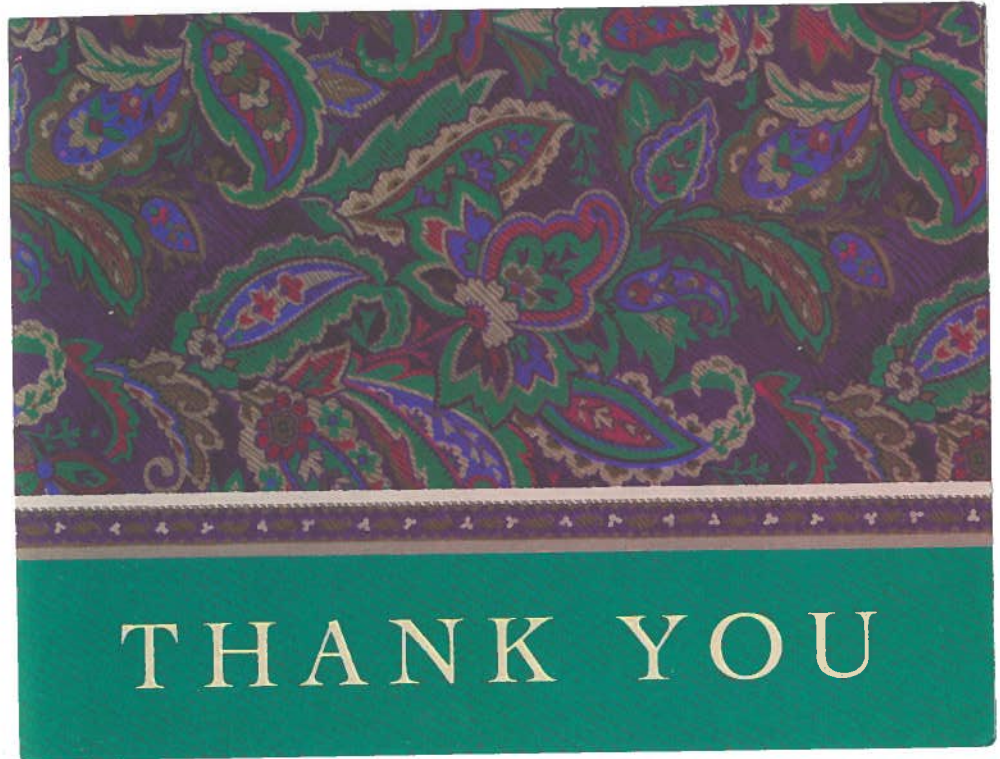
- Who is responsible for complying with Public Meetings Law?
- What are some situations in which Public Meetings Law does not apply?
- When is it allowable to hold an Executive Session?

This 2.5-hour training will be interactive, with an opportunity to ask OGEC staff questions. Attending this training will fulfill the training requirement in ORS 192.700. We look forward to seeing you there!

[Register Here](#)

NEW BUSINESS

COMMUNICATIONS



Scappoose Volunteer Fire Fighters,
Thank you so much for your kindness
and compassion shown when responding
to the recent death of our son.

We know that some of you know
our family, and a few of you knew
Albert, and we realize how
difficult that call was for them.

Please accept this small token of
our appreciation for all you do
for our community.

Bart & Janet Grabhorn



Dear Miguel, Henry, Reina, Jimmy

Thank you for visiting Grant Walths ESL class. Thank you for protecting

Scaagose families & the community with fire safety.

- Miss Mann

Jazmine

SARD

Ede

Anaida

matteo

Natalie

Leslie

Abadri

JAZ min
L-H

CPIS

ROMEO