



CROOKED RIVER RANCH FIRE & RESCUE

6971 SW Shad Road, Crooked River Ranch, OR 97760
Phone: (541) 923-6776 | Fax: (541) 923-5247
www.crrfire.org

Notice of Virtual Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors will hold a virtual Board meeting on Thursday, December 17, 2020. The Board meeting will start at 6:30 pm and will be held electronically through Zoom via computer/telephone. The public may access this meeting via a special phone and meeting number through the Crooked River Ranch Fire & Rescue website at www.crrfire.org. This meeting is accessible to people with disabilities and will be recorded. Any public comments may be emailed to admin@crrfire.org and will be forwarded to the Board of Directors, prior to the date of this meeting.

Board of Directors

Brad Pahl, President, (Position 1)
Barbara Oakley, Vice President (Position 4)
Mark Wilson, Secretary (Position 5)
Jeff Green, Treasurer (Position 3)
John Meredith, Director (Position 2)

District Staff

Fire Chief, Harry Ward
Asst. Fire Chief, Sean Hartley
Administrative Assistant, Dana Schulke

Board Meeting Agenda

1. Call to Order – Director Pahl
 - 1.1 Roll Call by Director Wilson
2. Review of Agenda – Director Pahl
3. Approval of Board Meeting/Workshop Minutes – Director Pahl
 - 3.1 Approval of November 19, 2020 Board meeting minutes
4. Financial Reports
 - 4.1 Acknowledge receipt and approval of the financial reports for November 2020 – Director Green
 - 4.2 Appointment of Board members to sign checks for Monday, January 11th and Monday, January 25, 2020. – Director Pahl
5. Unfinished business (consideration, discussion, and possible action on the following items):
 - 5.1 Update of cross training of staff duties – Director Pahl
6. New Business (consideration, discussion, and possible action on the following items): -
 - 6.1 Date of Board Workshop for January 2021 – Director Pahl
 - 6.2 Review/Discussion of 2019/2020 Audit from Accuity, LLC – Director Pahl
 - 6.3 Discussion/Approval of Resolution 2020-11 for unanticipated revenue to the General Fund from conflagrations – Director Pahl
7. Fire Chief's Report – submitted by Fire Chief, Harry Ward in Board packet
8. Operations Report - submitted by Asst. Fire Chief, Sean Hartley in Board packet
9. Correspondence & Recognitions – Director Pahl
10. Adjournment – Director Pahl

Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760-9250

Board Meeting Minutes (Virtual Style Meeting)

19 November 2020

A Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, 19 November 2020 at 6:30 PM online using "ZOOM" meeting platform.

Board Meeting Minutes

1. **Meeting Called to Order at:** 6:30 pm By Director Pahl.
 - 1.1. **Roll Call:** Brad Pahl, Barb Oakley, Jeff Green, John Meredith, Mark Wilson, Harry Ward, Sean Hartley was excused, Dana Schulke, David McDonald, Bill Burt, Kay Norberg, John & Pat Hayes and Tina Wilson.
2. **Review of Agenda:** There was no changes.
3. **Approval of Board Meeting Minutes:**
 - 3.1. Motion for 15 October 2020 Board Meeting Minutes made by Director Meredith as presented. Director Oakley seconded. Roll call vote: Unanimous vote passed motion.
 - 3.2. Motion for 20 October 2020 Board Workshop Minutes made by Director Green as presented. Director Oakley seconded. Roll call vote: Unanimous vote passed motion.
4. **Financial Report:** (Director Pahl shared information from SDAO that since our reports are available to the public at all our meetings they do not have to be read into the records.)
 - 4.1. (See last month's Board packet for information.) Director Pahl asked Director Green about any issues or changes. Director Green explained our system for auto deposit of checks worked as designed and caught a deposit issue error which was easily corrected. So the system in place is working. Small discussion on the Corona Virus Relief Fund monies and how they were showing in the financials. Motion to accept the financials as presented made by Director Meredith. Seconded by Director Oakley.
 - 4.2. Check signing for December: Board Members to sign checks in December on Thursday the 10th and Monday the 28th. Director's Pahl and Green will sign on the 10th. Director's Green and Meredith will sign on the 28th.
5. **Unfinished Business:**
 - 5.1. Approval of revised Schedule of Fees (Board Policy 26.01) to add increased fee for Emergency Address Sign, etc. The paperwork is in the packet (See last month's Board packet for a copy.) Motion to accept the new "Fee Schedule" as presented made by Director Oakley. Seconded by Director Meredith. Roll call vote: Unanimous vote passed motion.
 - 5.2. Discussion of Board Members \$50.00 monthly compensation. Director Wilson asked SDAO to clarify the policy. He shared the information he received and a discussion ensued. A motion to disapprove all Board Members of receiving any daily compensation as discussed here and pursuant to Board Policy # 2.04-1.-A. was made by Director Meredith. Seconded by Director Wilson. Roll call vote: Unanimous vote passed motion.
 - 5.3. Performance review of Fire Chief – Director Pahl read the requirements of an Executive Session per ORS 192.660 (2) (i) to review and evaluate the employment-related

performance of the Chief Executive Officer. Board Meeting was adjourned while the Executive session was held. 7:19 pm

6. New Business:

- 6.1. Discussion / Approval of revised Board Policy 9.01-9.08 Fire Chief Role and Board Policy 10.01 Safety and Loss Prevention. Director Meredith made a motion to accept all policies presented. Directed Oakley seconded. Roll call vote: Unanimous vote passed motion.
- 6.2. Discussion / Approval of Resolution 2020-10 accepting and receiving unanticipated revenue of \$12932.24 for personnel costs from the Coronavirus Relief Fund to the District's General Fund. Motion made to accept by Director Meredith and seconded by Director Green. Roll call vote Directors Pahl, Oakley, Meredith and Green were yes vote. Director Wilson was no vote, Motion passed 4-1.
- 6.3. New COVID 19 protocol for staff. Chief Ward explained the new requirements of over 20 sections. This covered when and where masks must be worn. Public is not allowed into the building. Board Members can come in to sign checks and he explained that process. Chief then shared information about a drive through test being held in the station building in the bays. Discussion followed on this subject.

7. **Chiefs Report:** (See last month's Board Packet for the report.) Chief Ward asked if there were any questions. Director Pahl asked about a target date for the open house. Chief stated April 5th is the target date currently and if we can't actually have it we would do a webinar. He then shared information about welcome kits through the HOA and we would provide materials for them as far as fire safety. Director Pahl mentioned the giving tree and food drive.
8. **Operations Report:** (See last month's Board Packet for the report.) Nothing to note according to Chief then added the safety committee is driving the COVID requirements. He added Chief Hartley had added the website information and pointed out the spike in October and the date was the 16th. There was discussion as to what coincided with training or the Board Meeting. Chief added he has been putting information on Facebook about cooking safety. Director Pahl commented on call volume and Fire Med membership changing. Director Wilson asked about a donation of air bags for rescue. Chief said it was an individual but could not remember the name. They are trying to bring him to the station to show him what he purchased and how it will be used.
9. **Correspondence and Recognitions:** Director Pahl commented on emails (See last month's packet.). Director Wilson stated that he and Director Pahl had discussed and questioned why the check signing could not be a set day rather than moving it around constantly. Director Pahl gave an explanation and asked Dana to further explain. She gave an explanation about it coinciding with payroll and time to fix any errors. Director Wilson asked about the projected training schedule and Chief said it is on the second Thursday of every month. He then expanded on the process. There is also a District calendar to view with this information on it. Director Wilson asked about the BLM progress on the fire prevention process since the approval of the Wilderness boundary change. Discussion followed. Administrative Assistant Schulke stated she is working on the annual report and it

should be out in January. Director Pahl stated we received our final audit report and are reviewing it.

10. Comments and questions: Bill Burt asked about the Chief still being employed since he came back from the Executive session. Director Pahl confirmed this is true.

11. Adjournment: Meeting adjourned at 7:50 pm.

Respectfully Submitted by,

Mark W. Wilson Secretary, Director

Position # 5 Crooked River Ranch Rural Fire Protection District Fire Board

Balance Sheet

Crooked River Ranch Fire & Rescue

As of November 30, 2020

Cash Basis

NOV 30, 2020

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	174,129.72
Capital Reserve Fund	358,235.67
FIB - Checking	18,212.50
FIB - Payroll	2,876.74
General Fund	630,597.99
Local Option Levy Fund	406,730.85
US Bank	1,311.51
Total Cash and Cash Equivalents	1,592,094.98

Total Current Assets 1,592,094.98

Total Assets 1,592,094.98

Liabilities and Equity

Liabilities

Current Liabilities

FIB - Credit Cards	2,135.49
Payroll Liabilities	432.70
Total Current Liabilities	2,568.19

Total Liabilities 2,568.19

Equity

Current Year Earnings	1,589,526.79
Total Equity	1,589,526.79

Total Liabilities and Equity 1,592,094.98

\$	1,059,729.59
- \$	2,568.19
	<hr/>
\$	1,057,161.40



Budget Variance
Crooked River Ranch Fire & Rescue

General Fund

For the month ended 30 November 2020
Cash Basis

	November Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Ambulance Billing	\$20,346.98	\$91,640.50	\$165,000.00	-\$73,359.50	-44.4603%
Beginning Fund Balance:General/LO Levy Fund	\$0.00	\$434,009.42	\$441,703.00	-\$7,693.58	-1.7418%
Conflagration Revenue	\$0.00	\$0.00	\$5,829.00	-\$5,829.00	-100.0%
Contractual Income	\$0.00	\$800.00	\$400.00	\$400.00	100.0%
Deschutes County: General Fund	\$53,634.61	\$53,679.89	\$52,612.00	\$1,067.89	2.0297%
Deschutes County: Local Option Levy	\$25,974.00	\$25,995.93	\$25,477.00	\$518.93	2.0369%
Emergency Address Signs	\$25.00	\$200.00	\$500.00	-\$300.00	-60.0%
FireMed	\$1,125.00	\$6,255.00	\$13,680.00	-\$7,425.00	-54.2763%
Interest	\$234.61	\$2,181.95	\$7,500.00	-\$5,318.05	-70.9073%
Jefferson County: General Fund	\$516,013.59	\$564,649.45	\$577,381.00	-\$12,731.55	-2.2051%
Jefferson County: Local Option Levy	\$249,878.73	\$273,430.56	\$279,596.00	-\$6,165.44	-2.2051%
Misc. Income	\$1,163.00	\$5,665.05	\$5,000.00	\$665.05	13.301%
Prior Year Taxes	\$3,522.68	\$18,724.35	\$20,000.00	-\$1,275.65	-6.3783%
Sale of Assets/Apparatus	\$0.00	\$13,002.00	\$7,500.00	\$5,502.00	73.36%
Training Income	\$0.00	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Funds					
AFG Grant Revenue	\$0.00	\$4,337.85	\$0.00	\$4,337.85	
Grants Funds	\$0.00	\$0.00	\$84,555.00	-\$84,555.00	-100.0%
SAFER Grant Revenue	\$0.00	\$29,638.00	\$59,422.00	-\$29,784.00	-50.1229%
Total Grant Funds	\$0.00	\$33,975.85	\$143,977.00	-\$110,001.15	-76.4%
Total Revenue	\$871,918.20	\$1,524,209.95	\$1,746,655.00	-\$222,445.05	-12.7355%
Gross Profit					
	\$871,918.20	\$1,524,209.95	\$1,746,655.00	-\$222,445.05	-12.7355%
Operating Expenses					
Debt Services & Contingency:Contingency	\$0.00	\$0.00	\$44,096.00	-\$44,096.00	-100.0%
General Fund, Transfer Out	\$0.00	\$0.00	\$135,217.00	-\$135,217.00	-100.0%
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards:EMS Purchase	\$0.00	\$10,502.00	\$10,502.00	\$0.00	0.0%
Total Capital Outlay & Grant Awards	\$0.00	\$10,502.00	\$10,502.00	\$0.00	0.0%
Debt Service					
Debt Service:Apparatus Payment	\$0.00	\$0.00	\$27,046.00	-\$27,046.00	-100.0%
Total Debt Service	\$0.00	\$0.00	\$27,046.00	-\$27,046.00	-100.0%
Materials & Services					
Materials & Services:Administration	\$1,535.52	\$12,778.71	\$14,608.00	-\$1,829.29	-12.5225%
Materials & Services:Building & Maint.	\$21,020.49	\$25,332.24	\$35,000.00	-\$9,667.76	-27.6222%
Materials & Services:Department Services	\$210.00	\$923.20	\$3,000.00	-\$2,076.80	-69.2267%
Materials & Services:Dispatch Services	\$254.91	\$1,272.02	\$69,619.00	-\$68,346.98	-98.1729%
Materials & Services:EMS Operations	\$4,583.78	\$11,873.15	\$29,866.00	-\$17,992.85	-60.2453%
Materials & Services:Fire Suppression	\$1,230.77	\$6,956.90	\$28,080.00	-\$21,123.10	-75.2247%
Materials & Services:Fuel	\$585.81	\$4,064.24	\$12,000.00	-\$7,935.76	-66.1313%
Materials & Services:Insurance	\$238.00	\$2,157.00	\$30,000.00	-\$27,843.00	-92.81%
Materials & Services:Prevention	\$0.00	\$0.00	\$1,000.00	-\$1,000.00	-100.0%
Materials & Services:Professional Services	\$1,879.30	\$35,441.87	\$44,302.00	-\$8,860.13	-19.9994%
Materials & Services:Radios/Communications	\$0.00	\$0.00	\$3,000.00	-\$3,000.00	-100.0%
Materials & Services:Rope Rescue Operations	\$0.00	\$0.00	\$1,500.00	-\$1,500.00	-100.0%
Materials & Services:SAFER Grant Expenditures	\$0.00	\$697.00	\$9,422.00	-\$8,725.00	-92.6024%
Materials & Services:Training	\$399.00	\$966.67	\$15,227.00	-\$14,260.33	-93.6516%
Materials & Services:Travel	\$0.00	\$144.90	\$10,488.00	-\$10,343.10	-98.6184%
Materials & Services:Tuition Reimbursement	\$0.00	\$0.00	\$31,500.00	-\$31,500.00	-100.0%
Materials & Services:Uniforms	\$0.00	\$343.30	\$5,713.00	-\$5,369.70	-93.9909%
Materials & Services:Utilities	\$1,358.17	\$5,737.96	\$22,500.00	-\$16,762.04	-74.498%
Materials & Services:Vehicle/Equipment Maint.	\$2,277.61	\$7,322.37	\$31,785.00	-\$24,462.63	-76.9628%
Materials & Services:Volunteer Incentives	\$0.00	\$3,480.00	\$20,800.00	-\$17,320.00	-83.2692%
Materials & Services:Wellness Program	\$0.00	\$909.00	\$10,000.00	-\$9,091.00	-90.91%
Total Materials & Services	\$35,573.36	\$120,400.53	\$429,410.00	-\$309,009.47	-72.0%

Personnel Services					
Personnel Services:Admin Asst: O/T	\$25.61	\$217.67	\$1,280.00	-\$1,062.33	-82.9945%
Personnel Services:Admin Asst: Reg Wage	\$2,731.20	\$16,032.98	\$37,554.00	-\$21,521.02	-57.3069%
Personnel Services:Assistant Fire Chief:Salary	\$4,866.76	\$24,217.92	\$63,854.00	-\$39,636.08	-62.073%
Personnel Services:Employee Benefits	\$12,706.18	\$63,510.90	\$183,359.00	-\$119,848.10	-65.3625%
Personnel Services:Fire Chief	\$6,695.00	\$33,475.01	\$84,975.00	-\$51,499.99	-60.606%
Personnel Services:Part-Time Employees	\$0.00	\$17,941.25	\$23,520.00	-\$5,578.75	-23.7192%
Personnel Services:Payroll Taxes	\$2,643.40	\$15,515.93	\$42,783.00	-\$27,267.07	-63.7334%
Personnel Services:PERS	\$10,703.55	\$49,375.39	\$122,725.00	-\$73,349.61	-59.7675%
Personnel Services:Shift Personnel: Reg Wage	\$14,708.50	\$73,349.05	\$181,300.00	-\$107,950.95	-59.5427%
Personnel Services:Shift Personnel:Overtime	\$1,732.30	\$14,882.28	\$44,571.00	-\$29,688.72	-66.6099%
Personnel Services:Student Volunteer Stipends	\$810.00	\$2,160.00	\$7,290.00	-\$5,130.00	-70.3704%
Personnel Services:Volunteer Conflag Reimb.	\$0.00	\$0.00	\$1,173.00	-\$1,173.00	-100.0%
Personnel Services:Volunteer Shift Stipends	\$2,600.00	\$13,300.00	\$50,000.00	-\$36,700.00	-73.4%
Personnel Services:Workers Comp. & Grp Accid.	\$0.00	\$12,167.64	\$16,000.00	-\$3,832.36	-23.9523%
Total Personnel Services	\$60,222.50	\$336,146.02	\$860,384.00	-\$524,237.98	-60.9%
Total Operating Expenses	\$95,795.86	\$467,048.55	\$1,506,655.00	-\$1,039,606.45	-69.001%
Net Income / (Loss) before Tax	\$776,122.34	\$1,057,161.40	\$240,000.00	\$817,161.40	340.4839%
Net Income	\$776,122.34	\$1,057,161.40	\$240,000.00	\$817,161.40	340.4839%
Total Comprehensive Income	\$776,122.34	\$1,057,161.40	\$240,000.00	\$817,161.40	340.4839%



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
 For the month ended 30 November 2020
 Cash Basis

	November Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Coronavirus Relief Funds from State of OR	\$0.00	\$250,000.00	\$0.00	\$250,000.00	
Grant Funds					
Grants Funds	\$0.00	\$0.00	\$171,851.00	-\$171,851.00	-100.0%
Total Grant Funds	\$0.00	\$0.00	\$171,851.00	-\$171,851.00	-100.0%
Jefferson County: Capital Reserve Fund					
Beginning Fund Balance:Capital Reserve Fund	\$0.00	\$94,858.04	\$115,000.00	-\$20,141.96	-17.5147%
Jefferson County: Capital Reserve Fund:Interest	\$300.37	\$1,038.79	\$2,750.00	-\$1,711.21	-62.2258%
Jefferson County: Capital Reserve Fund:Transfer In	\$0.00	\$0.00	\$55,000.00	-\$55,000.00	-100.0%
Total Jefferson County: Capital Reserve Fund	\$300.37	\$95,896.83	\$172,750.00	-\$76,853.17	-44.5%
Total Revenue	\$300.37	\$345,896.83	\$344,601.00	\$1,295.83	0.376%
Gross Profit	\$300.37	\$345,896.83	\$344,601.00	\$1,295.83	0.376%
Operating Expenses					
Capital Outlay & Grant Awards					
Capital Outlay & Grant Awards:Training Purchases	\$0.00	-\$12,338.84	\$15,000.00	-\$27,338.84	-182.2589%
Total Capital Outlay & Grant Awards	\$0.00	-\$12,338.84	\$15,000.00	-\$27,338.84	-182.3%
Total Operating Expenses	\$0.00	-\$12,338.84	\$15,000.00	-\$27,338.84	-182.2589%
Net Income / (Loss) before Tax	\$300.37	\$358,235.67	\$329,601.00	\$28,634.67	8.6877%
Net Income	\$300.37	\$358,235.67	\$329,601.00	\$28,634.67	8.6877%
Total Comprehensive Income	\$300.37	\$358,235.67	\$329,601.00	\$28,634.67	8.6877%



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
For the month ended 30 November 2020
Cash Basis

	November Actual	YTD Actual	Budget	Var USD	Var %
Revenue					
Deschutes County: Bond Fund	\$14,079.82	\$14,242.39	\$0.00	\$14,242.39	
Jefferson County: Bond Fund	\$135,630.37	\$159,887.33	\$189,953.00	-\$30,065.67	-15.828%
Total Revenue	\$149,710.19	\$174,129.72	\$189,953.00	-\$15,823.28	-8.3%
Gross Profit	\$149,710.19	\$174,129.72	\$189,953.00	-\$15,823.28	-8.3301%
Operating Expenses					
Debt Service					
Debt Service: Bond Payment	\$0.00	\$0.00	\$172,948.00	-\$172,948.00	-100.0%
Total Debt Service	\$0.00	\$0.00	\$172,948.00	-\$172,948.00	-100.0%
Total Operating Expenses	\$0.00	\$0.00	\$172,948.00	-\$172,948.00	-100.0%
Net Income / (Loss) before Tax	\$149,710.19	\$174,129.72	\$17,005.00	\$157,124.72	923.9913%
Net Income	\$149,710.19	\$174,129.72	\$17,005.00	\$157,124.72	923.9913%
Total Comprehensive Income	\$149,710.19	\$174,129.72	\$17,005.00	\$157,124.72	923.9913%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

For the period November 1, 2020 to November 30, 2020

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Aflac					
Nov 16, 2020	Premiums - EFT	Premiums from staff	599.88	Paid	Payroll Liabilities
Total Aflac			599.88		
Amazon					
Nov 3, 2020	XXXX 4382	Lysol Toilet Bowl Cleaner for building	3.47	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 3, 2020	XXXX 4382	Ziploc storage bags for kitchen (pack of 3)	15.98	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 17, 2020	XXXX 4382	Sprayway Glass Cleaner for Station	15.50	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 17, 2020	XXXX 4382	Paper Towels and Scotch Brite Scrub Sponges for the Station	33.83	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 17, 2020	XXXX 4382	Janitorial items for the Station	45.99	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 26, 2020	XXXX 4382	Lunch Napkins, 12 pack for station	30.99	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 26, 2020	XXXX 4382	3 pack of Shower Gel, 3 pack for bathrooms	9.99	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 30, 2020	XXXX 4382	Mo. Fee for Prime Membership	12.99	Paid	Materials & Services:Administration:Memberships
Total Amazon			168.74		
BendTel					
Nov 23, 2020	0414390	Telephone charges, recurring Service Charges, Taxes, Surcharges, Fees	481.49	Paid	Materials & Services:Utilities:Telecommunications
Total BendTel			481.49		
BoundTree Medical, LLC					
Nov 2, 2020	83823326	Aspirin, Blood Glucose Strips, Curaplex Safety Lancets, IV Solution Sodium Chloride, Splints, Electrodes (Med. Size), Hazardous Waste Bag	335.84	Paid	Materials & Services:EMS Operations:Supplies
Nov 2, 2020	83823325	Magnesium Sulfate 50%, 5mg	28.77	Paid	Materials & Services:EMS Operations:Supplies
Nov 2, 2020	83825183	IV Solution, Lactated Ringers 500 ml	18.18	Paid	Materials & Services:EMS Operations:Supplies
Nov 2, 2020	83826960	N95 Particulate Respirator Mask, 50 bx	195.98	Paid	Materials & Services:EMS Operations:Supplies
Nov 16, 2020	83773093	IV Catheter, 18 ga, and 20 ga, Epinephrine, Bite STicks Plastic Singles,	294.77	Paid	Materials & Services:EMS Operations:Supplies

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 16, 2020	83807196	Curaplex Patient Transporter, Suction Canister Disposable, Cureplex Disposable Penlight	88.74	Paid	Materials & Services:EMS Operations:Supplies
Nov 16, 2020	83843775	SaniZide Pro 1 32 oz Bottle w/ Sprayer	13.20	Paid	Materials & Services:EMS Operations:Supplies
Nov 16, 2020	83843775	Curaplex Yankauer Suction Tubing with Control Vent	106.00	Paid	Materials & Services:EMS Operations:Supplies
Nov 18, 2020	83845607	Epinephrine, 1 mg, 10 ml Luer Jet (10 ea/pk) Various EMS supplies for both ambulances (Extrication Colors, Electrodes, Berman Airway set, Suction Catheters, Amiodarone, IV Starter Kit, etc.)	668.44	Paid	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			1,749.92		
Carson Oil Company, Inc.					
Nov 2, 2020	CP-00281164	Fuel for all apparatus	250.93	Paid	Materials & Services:Fuel
Nov 16, 2020	CP-00285438	Fuel for all apparatus	334.88	Paid	Materials & Services:Fuel
Total Carson Oil Company, Inc.			585.81		
Crook County Fire & Rescue					
Nov 1, 2020	346	BLS Cards	30.00	Paid	Materials & Services:EMS Operations:Supplies
Nov 18, 2020	351	ACLS Cards	7.50	Paid	Materials & Services:EMS Operations:Supplies
Total Crook County Fire & Rescue			37.50		
Crooked River Ranch Water Company					
Nov 1, 2020	94	Base Rate	34.59	Paid	Materials & Services:Utilities:Water
Nov 1, 2020	94	Water	125.35	Paid	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			159.94		
Crooked River Sanitary					
Nov 9, 2020		Sanitation Services for October	72.02	Paid	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			72.02		
Deschutes County 911 Service District					
Nov 23, 2020	2035	911 Police Fire User Fees for November 2020	254.91	Paid	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			254.91		
Digital Employment/Streamline					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 23, 2020	107932	Mo. Membership Fee for Website platform	100.00	Paid	Materials & Services:Professional Services:Computer Services
Total Digital Employment/Streamline			100.00		
Hagemeister Enterprises, Inc.					
Nov 16, 2020	31335R	Shop Labor on 592, Wench shorted out	142.50	Paid	Materials & Services:Vehicle/Equipment Maintenance:518953
Total Hagemeister Enterprises, Inc.			142.50		
Home Depot					
Nov 6, 2020	XXXX 4382	Push Plates and Kickplates for doors inside of building	97.50	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 6, 2020	XXXX 4382	Return of Pushplates and Kickplates for building doors (wrong color)	(97.50)	Voided	Materials & Services:Building & Maintenance:Supplies
Nov 19, 2020	WM24236065	Glacier Bay Faucet	58.80	Paid	Materials & Services:Building & Maintenance:Supplies
Nov 19, 2020	WM24236065	Magic Chef Microwave	168.00	Paid	Materials & Services:Building & Maintenance:Supplies
Total Home Depot			226.80		
HRA VEBA Trust					
Nov 16, 2020	EFT	Contributions for Staff	1,500.00	Paid	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00		
IAFF 3650 - Redmond Firefighters Union					
Nov 3, 2020	Union Dues - ACH	Union Dues for Tom, Alysha and David	102.00	Paid	Payroll Liabilities
Nov 3, 2020	PAC Donations - ACH	PAC donations from staff	20.00	Paid	Payroll Liabilities
Nov 23, 2020	Union Dues - ACH	Union Dues for Tom, Alysha, David	102.00	Paid	Payroll Liabilities
Nov 23, 2020	PAC Donations - ACH	PAC Donations to Union, from Staff	20.00	Paid	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			244.00		
Impact Graphix & Signs, Inc.					
Nov 1, 2020	38487	4 x 8 Emergency Preparedness Open House Banner with wind pockets	210.00	Paid	Materials & Services:Department Services:Events
Total Impact Graphix & Signs, Inc.			210.00		
Nationwide Retirement Solutions					
Nov 3, 2020	Deferred Comp - EFT	Deferred compensation contributions for staff	230.00	Paid	Payroll Liabilities
Nov 23, 2020	Deferred Comp - EFT	Deferred Compensation contributions from staff	230.00	Paid	Payroll Liabilities
Total Nationwide Retirement Solutions			460.00		

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Northwest Safety Clean					
Nov 3, 2020	20-28441	Pant: NFPA Advanced Inspection, Shell/Liner	252.00	Paid	Materials & Services:Fire Suppression:PPE
Nov 3, 2020	20-28441	Coat: NFPA Advanced Inspection, Shell/Liner	264.00	Paid	Materials & Services:Fire Suppression:PPE
Nov 3, 2020	20-28441	General Repairs or Alternations meeting NFPA compliance	381.10	Paid	Materials & Services:Fire Suppression:PPE
Nov 3, 2020	20-28441	Shipping	141.67	Paid	Materials & Services:Fire Suppression:PPE
Total Northwest Safety Clean			1,038.77		
Oregon PERS					
Nov 9, 2020	PERS - EFT	Employer Contributions	4,818.71	Paid	Personnel Services:PERS
Nov 9, 2020	PERS - EFT	Employee Contributions, paid by Employer	996.04	Paid	Personnel Services:PERS
Nov 25, 2020	PERS - EFT	Employer Contributions	4,009.28	Paid	Personnel Services:PERS
Nov 25, 2020	PERS - EFT	Employee Contributions, paid by Employer	879.52	Paid	Personnel Services:PERS
Total Oregon PERS			10,703.55		
Pacific Power					
Nov 1, 2020	24712171-001-3	Basic charges, load size, demand charges and kilowatt ususage	644.72	Paid	Materials & Services:Utilities:Electric
Total Pacific Power			644.72		
Quill Corporation					
Nov 3, 2020	11718779	Office Supplies and Copy Paper for Copier	176.53	Paid	Materials & Services:Administration:Supplies
Total Quill Corporation			176.53		
Secretary of State					
Nov 18, 2020	Audit Filing Fee	Audit Filing Fee for June 2020 Audit	250.00	Paid	Materials & Services:Professional Services:Auditor
Total Secretary of State			250.00		
Solutions Yes					
Nov 1, 2020	INV253291	Servicing issue - network scanning on Copier to employee computer	39.00	Paid	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			39.00		
Special Districts Insurance Services					
Nov 5, 2020	03-0052514	Health Premium for Employees for December	9,924.15	Paid	Personnel Services:Employee Benefits:Health Insurance
Nov 5, 2020	03-0052514	Dental Premium for Employees for December	893.97	Paid	Personnel Services:Employee Benefits:Dental Insurance

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 5, 2020	03-0052514	Long-Term Disability Premium for Employees for December	138.06	Paid	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			10,956.18		
Stamps.com					
Nov 16, 2020	XXXX 4382	Mo. Fee for use of Stamps.com	17.99	Paid	Materials & Services:Administration:Postage & Shipping
Nov 23, 2020	XXXX 4382	Purchase of Stamps	50.00	Paid	Materials & Services:Administration:Postage & Shipping
Total Stamps.com			67.99		
Teleflex					
Nov 23, 2020	9503268403	EZ-IO Needles Sets in various sizes	1,995.00	Paid	Materials & Services:EMS Operations:Supplies
Nov 23, 2020	9503268403	Shipping	35.50	Paid	Materials & Services:EMS Operations:Supplies
Total Teleflex			2,030.50		
Terminix					
Nov 23, 2020	160833	Quarterly maintenance/spraying around building for spiders/rodants, etc.	98.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Terminix			98.00		
Tom Fast					
Nov 24, 2020	HD 152512546	Reimbursement for Thanksgiving dinner for station crew.	49.66	Paid	Materials & Services:Department Services
Total Tom Fast			49.66		
US Bank Equipment Finance					
Nov 16, 2020	428155188 - EFT	Contract payment on Copier	139.99	Paid	Materials & Services:Administration:Copier Expenses
Nov 16, 2020	428155188 - EFT	Property Damage Surcharge	24.40	Paid	Materials & Services:Administration:Copier Expenses
Nov 16, 2020	428155188 - EFT	Yearly Property Tax	77.60	Paid	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			241.99		
Vern Samples Landscaping					
Nov 16, 2020	30158	Blow out of sprinkler lines at the station	70.00	Paid	Materials & Services:Building & Maintenance:Maintenance
Total Vern Samples Landscaping			70.00		
WHA Insurance					

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	STATUS	ACCOUNT
Nov 5, 2020	794521	1/15/2021 - 1/15/2022 Provident Life & Accident Group Insurance	238.00	Paid	Materials & Services:Insurance
Total WHA Insurance			238.00		
Witmer Public Safety Group					
Nov 19, 2020		Streamlight Survivor LED Div 1 Battery Pack	116.97	Voided	Materials & Services:Fire Suppression:Supplies/Equipme nt
Nov 19, 2020		Shipping	11.99	Voided	Materials & Services:Fire Suppression:Supplies/Equipme nt
Nov 23, 2020	PO-0222/Invoice E2013104	Streamlight Survivor LED Div 1 Battery Pack	116.97	Paid	Materials & Services:Fire Suppression:Supplies/Equipme nt
Nov 23, 2020	PO-0222/Invoice E2013104	Shipping	11.99	Paid	Materials & Services:Fire Suppression:Supplies/Equipme nt
Total Witmer Public Safety Group			257.92		
Wright Ford, Inc.					
Nov 30, 2020	139469	New Battery for 571	150.95	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:518976
Nov 30, 2020	139469	OR CAT	0.52	Paid	Materials & Services:Vehicle/Equipme nt Maintenance:516608
Total Wright Ford, Inc.			151.47		
Xero					
Nov 19, 2020	XXXX 4382	Mo. subscription fee for accounting platform	22.50	Paid	Materials & Services:Professional Services:Accounting/Payro ll Services
Nov 23, 2020	XXXX 4382	Mo. fee for accounting platform	22.50	Approved	Materials & Services:Professional Services:Accounting/Payro ll Services
Total Xero			45.00		
Total			34,052.79		



BEFORE THE BOARD OF DIRECTORS
OF
CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT

JEFFERSON AND DESCHUTES COUNTIES, OREGON

In the matter of: Receiving unanticipated revenue to the General Fund of Crooked River Ranch Rural Fire Protection District

RESOLUTION: 2020-11

WHEREAS, Oregon Budget Law, under ORS 294.338(3), provides that money from unforeseen circumstances paid by outside source requesting services may be lawfully expended after enactment of an appropriate resolution.

WHEREAS, Crooked River Ranch Rural Fire Protection District has received conflagration funds in the amount of \$36,963.08 from the State of Oregon and

WHEREAS, Oregon Budget Law, under ORS 294.338(3) allows Crooked River Ranch Rural Fire Protection District to spend the unforeseen money,

THEREFORE, BE IT RESOLVED by the Board of Directors of Crooked River Ranch Rural Fire Protection District, Oregon that the following appropriations be made:

General Fund	Budget Appropriation	Increase	Adjusted Budget
Income			
Conflagration Revenue	\$ 5,829	\$ 36,963	\$ 42,792
Expense			
Personnel Services	\$ 860,384	\$ 18,671	\$ 879,055
Materials & Services	\$ 429,410	\$ 18,292	\$ 447,702

INTRODUCED and ADOPTED Thursday, December 17, 2020

ATTEST:

**CROOKED RIVER RANCH
RURAL FIRE PROTECTION DISTRICT**

By: _____
Brad Pahl, Board Director

By: _____
Jeff Green, Board Director

By: _____
Barbara Oakley, Board Director

By: _____
John Meredith, Board Director

By: _____
Mark W. Wilson, Board Director

Revised Draft

Fire Chiefs Report – December 2020

- The company Poly Tank will be coming out to fix the tank on one of our 5-tons in the next couple of weeks.
- We are continuing with the maintenance on all our apparatus and it should all be wrapped up by the end of the month. One of our tenders had an issue where the parking brake would not release. At the time of writing this it is currently in the shop to get this resolved. The last two trucks will be in for service within the next week.
- Captain Delorto has been working on updating the EMS room and getting it organized in a more orderly fashion. This will allow us to put things back in service quickly.
- We will be finishing up with the DPSST grant we received within the next two months. The road department will be putting in a driveway around the new training building which will come back out onto the pavement in front of the bays. Also, we are getting the back side finished up with a roof prop that will also serve as an area to store items. This will be so we can take our trucks out there during training. I am planning to apply for another grant to get all the concrete done around the new building.
- The Christmas programs are moving forward. It looks like the Giving Tree once again has a lot of participation from our community members and according to Marta, the community has been very generous this year.
- COVID-19 protocols seem to be working well. It is hard sometimes to remember to put your mask on when you leave your office and walk down the hallways. We are currently looking at UV lights to help decontaminate the ambulances. Right now, we are just researching what others are doing and what lights are working best.
- The drive through COVID testing went very well and I believe there were over 100 test done. The Jefferson County Health Department was very appreciative for us allowing them to use our Bay. A big thank you goes out to Marta and Myrsideys for helping with the drive through testing, as the health department folks thought they were great.

Respectively,

Harry Ward, Fire Chief



CROOKED RIVER RANCH FIRE & RESCUE

Operations Report December, 2020

- Calls for service in November totaled 41. A breakdown of calls by month is below:

Calls by Incident Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1-Fire (Building, Wildland, Vehicle, etc.)	1	3	1	4	1	3	1	9	4	5	1	
2-Overpressure Rupture, Explosion, Overheat (No Fire)	0	0	0	0	0	0	0	0	0	0	0	
3-Rescue & EMS	28	42	34	33	35	26	37	28	33	34	34	
4-Hazardous Condition (No Fire)	0	0	0	0	0	0	1	1	0	1	0	
5-Service Call	5	11	9	8	11	5	3	11	3	5	3	
6-Good Intent Call	5	9	5	4	4	2	8	5	5	9	2	
7-False Alarm & False Call	0	1	0	1	0	2	0	4	2	0	1	
8-Severe Weather & Natural Disaster	0	0	0	0	1	0	0	0	0	0	0	
9-Special/Other Incident	0	0	0	0	1	0	0	1	0	0	0	
Total Calls-To-Month End 2020	39	66	49	50	53	38	50	59	47	54	41	0
546												
<i>Total Calls-To-Month End 2019</i>	<i>38</i>	<i>51</i>	<i>49</i>	<i>36</i>	<i>60</i>	<i>45</i>	<i>51</i>	<i>64</i>	<i>45</i>	<i>43</i>	<i>48</i>	<i>48</i>

- Auto/Mutual Aid Given/Received

- Auto-Aid Given - 6
- Auto-Aid Received - 11
- Mutual-Aid Given - 19
- Mutual-Aid Received - 11

- The new DPSST Mobile Fire Training Unit (MFTU) arrived at the end of November. There will be at least three Monday nights of live-fire training and several day-time sessions available for personnel to participate in. This training includes hose handling

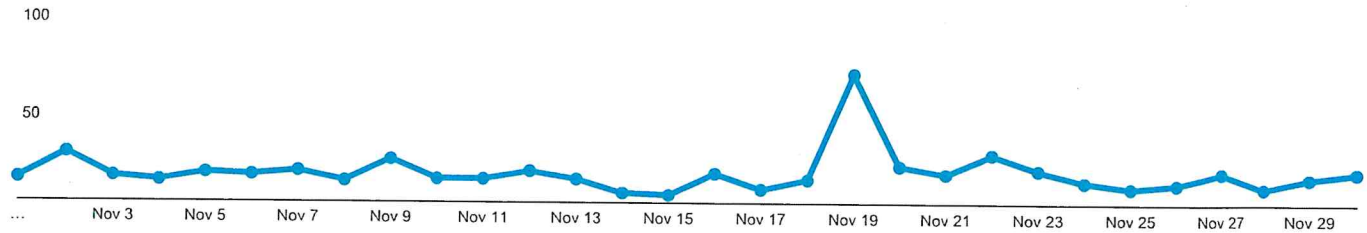
Audience Overview

All Users
100.00% Users

Nov 1, 2020 - Nov 30, 2020

Overview

● Users



Users

354



New Users

305



Sessions

526



Number of Sessions per User

1.49



Pageviews

1,075



Pages / Session

2.04



Avg. Session Duration

00:01:12

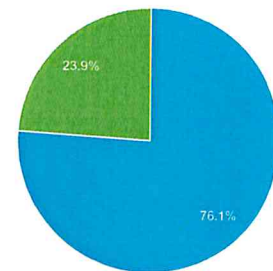


Bounce Rate

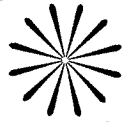
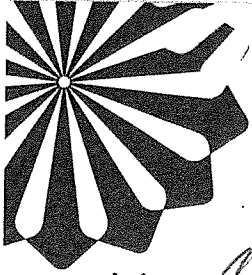
56.65%



■ New Visitor ■ Returning Visitor



Language	Users	% Users
1. en-us	328	92.39%
2. en	18	5.07%
3. zh-cn	4	1.13%
4. en-gb	2	0.56%
5. ko-kr	2	0.56%
6. c	1	0.28%



Thank you for
all you do for
our community!
You are appreciated

The
Kunwieda's

