



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 Board Meeting

The Crooked River Ranch Rural Fire Protection District Board of Directors, will hold a Board meeting on Thursday, September 20, 2018. The Board Meeting will start at 6:30 pm. The Board meeting will be held at the fire station located at 6971 SW Shad Road, Crooked River Ranch, Oregon. The meeting location is accessible to persons with disabilities and will be recorded.

Board of Directors

Bob Bengtson, President (Position 5)-excused
Dennis Kirk, Vice President, (Position 3)
Barbara Oakley, Secretary (Position 4)
John Meredith, Treasurer (Position 2)
James Dille, Director (Position 1)

District Staff

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

Board Meeting Agenda

1. Call to Order - Director Kirk
 - 1.1. Roll Call by Director Oakley
 - 1.2. Flag Salute – Director Dille
2. Review of Agenda
3. Approval of Board meeting minutes
 - 3.1. Approval of August 16, 2018 Board meeting minutes
4. Financial Reports
 - 4.1. Acknowledge receipt and approval of the financial reports for August 2018 – Director Meredith
 - 4.2. Appointment of Board members to sign checks for Tuesday, October 9th and Thursday, October 25th, 2018.
5. Comments from the public - (Please sign-up before the meeting begins; comments or presentations are limited to 3 minutes in length and duplicate comments or testimonies are to be avoided)
6. Unfinished business (consideration, discussion, and possible action on the following items):
 - 6.1 Follow-up discussion on new Radio's/911 System – Asst. Fire Chief, Sean Hartley
 - 6.2 Update on advertising for Local Option Levy renewal – Fire Chief, Harry Ward
7. New Business (consideration, discussion, and possible action on the following items):
 - 7.1 Oregon Fire District Directors Association conference (Oct. 25-27th, 2018, Riverhouse in Bend) - Fire Chief, Harry Ward
8. Fire Chief's Report - Fire Chief, Harry Ward

- 9. Operations Report - submitted by Asst. Fire Chief, Mark Wilson
- 10. Correspondence & Recognitions – Director Kirk
- 11. Comments/Questions
 - 11.1. Public
 - 11.2. Chief, Staff, and/or Volunteers
 - 11.3. Board of Directors
- 12. Adjournment – Director Kirk

(In accordance with ORS 192.660, the Crooked River Ranch Rural Fire Protection District Board of Directors may convene in executive session at any time)

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

**Board Meeting Minutes
August 16, 2018**

A regular Board meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, August 16, 2018 at 6:30 p.m. at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road, Crooked River Ranch Oregon.

Board Meeting Minutes

1. Called to Order by Director Bengtson at 6:30 p.m. Directors Bengtson, Dille, Meredith and Oakley were present. Director Kirk was excused from the meeting. Also present was Fire Chief, Harry Ward, Assistant Fire Chief, Mark Wilson, Assistant Fire Chief, Sean Hartley and Administrative Assistant, Dana Schulke. Also in attendance, Paul Hammerquist. Members of the public were Tina Wilson, Patricia Hayes and Kay Norberg.
2. Review of Meeting Agenda Items – Agenda was reviewed and Fire Chief, Harry Ward wanted to add a 7.2 under New Business to include the discussion of the Oregon Equal Pay Law.
3. **Approval of the Board Meeting Minutes.**
 - 3.1. July 19th, 2018 Board meeting minutes – minutes were reviewed by the Board and Director Dille made a motion to approve the July 19, 2018 Board meeting minutes as presented, Director Meredith seconded the motion, and all were in favor and the motion passed, (4-0).
 - 3.2. August 6, 2018 Special Board meeting minutes – the minutes were reviewed by the Board. Director Dille made a motion to approve the minutes for the August 6, 2018 Special Board meeting as presented, Director Oakley seconded the motion, all were in favor and the motion passed, (4-0).
4. **Financial Reports -**
 - 4.1. Director Meredith presented the financial report as of the end of July 2018. In the First Interstate Bank general account, there was \$7,869.84. In the First Interstate Bank-Payroll account, we had \$2,214.28. In the Jefferson County Treasury the account balances were: Bond Fund \$12,727.21, Building/Equipment Capital Reserve Fund \$183,647.01, General Fund \$14,256.85, Local Option Levy Fund \$180,777.97. Accounts Receivable there was \$495.00. Director Bengtson stated that there is a page in their financial packet of voided checks and explained how the checks had to be voided. He also explained that Assistant Chief Hartley had a good conversation with our Auditor and we have reformatted our financial reports to clarify each fund, per the request of our Auditor. Patricia Hayes asked if there were corrected financials from June as requested in the previous Board meeting. Director Bengtson stated that what was in the Board packet are the corrected financials reports. Director Oakley made a motion to approve the July financial report as presented, Director Dille seconded the motion, all were in favor and the motion passed, (4-0).
 - 4.2 **Appointment of Board members to sign checks** – It was decided that Director Dille and Director Meredith will sign checks on Monday, September 10 and Director Oakley and Director Meredith will sign checks on Monday, September 24 2018.
5. **Comments from the public** – Kay Norberg stated she does have a comment, but will comment at the end of the meeting. Pat Hayes asked how the public was informed of the special board

meeting on Monday, August 6th. Director Bengtson stated that we inform the media and local news outlets of our meetings and they should be posting them. Dana also stated that the notices get emailed to the media outlets, such as the Bend Bulletin. There was no further discussion.

6. Unfinished Business –

6.1 Follow-up discussion on the new Radios – Assistant Fire Chief, Sean Hartley stated that we have received 3 new radios and they are in the testing stages; they worked really well. In the canyons they are a little spotty, but the coverage over all is great. The rest of the radios should be here in September after they are programed. There was no further discussion.

6.2 Discussion on Levy renewal advertising – Director Bengtson stated that we have applied for the ballot measure and we have not received a ballot number as of yet. Fire Chief, Harry Ward stated that we had nice presentation boards made to use at the Labor Day breakfast and our open house in October. Director Bengtson stated he would like to see one or two Board members at the Labor Day breakfast to talk about the Levy. There was no further discussion.

7. New Business –

7.1 District Parking Lots – Director Bengtson stated that he would like Director Oakley to talk about this topic. Director Oakley stated that recently residents have been parking on our corner lot where it says “no overnight parking”. Kay Norberg stated that she has noticed a few residents parking their cars during the day on the lot in the School Bus area and was concerned that they were leaving their cars parked overnight. She stated we should keep an eye on this as it may pose a problem down the road. People may take advantage of the parking on the lot, which is specifically used for the kids to wait for the bus during school, etc. Chief Ward stated that one of the cars is only parking there to catch a ride during the day and he is leaving at night. The Board and Chief Ward will keep an eye on this situation and there was no further discussion.

7.2 Oregon Equal Pay Law – Fire Chief, Harry Ward stated that Dana and Chief Hartley went to the SDAO HR class a few weeks back and one of the big topics was the Oregon Equal Pay Law. He stated that an analysis has to be done in regards to justify everyone’s salary. This analysis will be utilized as a defense tool if the District faces any discrimination claim based on disparity in compensation. He stated that there are three options we can utilize for this analysis. We can do the analysis ourselves, have our Attorney prepare the analysis which will cost approximately \$2,000., or have HR Answers come to our District and gather the data and prepare the report. They charge \$180.00 per hour and estimate approximately 4 hours of data collection and reviewing, and then 4 hours of preparing the analysis. HR Answers presented this information at the SDAO HR class and really seem to be on top of this new law. Chief Ward is suggesting that we utilized them to prepare the analysis. Director Bengtson stated that we should not use our Attorney due to the cost they charge to prepare it. Director Bengtson entertained a motion to utilize HR Answers to prepare the analysis. There was much discussion on this topic between the Board and staff. Director Dille made a motion to utilize HR Answers to create our analysis at \$180 per hour, but not to exceed 8 hours of time (\$1,440.). Director Meredith seconded the motion, all were in favor, motion passed, (4-0).

8. Fire Chiefs Report – Chief Ward stated that over the last two weeks he has been on morning conference calls with other Chief’s and it was decided that no one will be sending anyone to conflags, due to the amount of fires we have had locally. We are keeping resources close to home. He started working with the State Fire Marshal on inspections here on the Ranch, specifically, the Sandbagger and the Administration building. It was well received that we are doing these inspections. Lists were created of what needs to be done to correct certain issues at these locations. There are about 20 commercial buildings that need to be done here on the Ranch. He also stated the Crooked River Ranch

Fire Protection Act could be going before the Senate committee for Natural Resources on August 22nd. He is concerned about it because Congressman Wyden's & Merkley's representatives stated they have witnesses to go against it. The Strategic Plan is done and the revisions were made, will get copies out to everyone. Also the Standard of Coverage is completed. We also have a good support volunteer that is assisting us in getting us used Connex's from Les Schwab Tires for our training grounds, along with possibly getting cement donated from Knife River to create our training ground. He stated our open house will be Saturday, October 6th from 12-4pm and there will be lots of planned booths, demonstrations and games for the kids. Airlink and Lifeflight will hopefully be at the open house. He also stated that we had an inspector come out from Redmond Fire to work with Chief Hartley on investigating the cause of the fire we had last Sunday evening. It was determined that wires from the heat pump were frayed and started the fire underneath the back deck of the home. There was discussion on the events of the fire, etc.

9. Operations Report – an operations report was emailed to the Board, by Assistant Fire Chief, Mark Wilson.

10. Correspondence/Recognitions – There was a comment card in the lobby box which was just thanking everyone at the fire station for assisting a resident.

11. Comments/Questions:

11.1 **Public** – Kay Norberg stated she is very impressed with our District and she was indicating that Chief Hartley has put in a lot of time here at the Station.

11.2 **Chief, Staff and/or Volunteers** – Assistant Chief Wilson stated that Dennis Senko is still having medical issues and he wanted Chief Wilson to make sure he mentioned that the Labor Day Breakfast is coming up. Support Volunteers Tina Wilson and Pat Hayes have taken inventory of what is needed for the event. Also, the Car Show is coming up on September 15th and he is asking for help to work at both the Breakfast and the MacPherson park event. They need help with setting up everything at the event. Also, Tina Wilson stated the students are collecting items for the community garage sale, all proceeds will go directly to the students only to help fund their gas and food expenses. No proceeds will be going into the District or Volunteer Association. Also, Tina and Pat have already taken some school supplies to the Terrebonne and Culver school districts.

11.3 **Board** – Director Meredith wanted clarification on the date of the Labor Day Breakfast. It was stated by Chief Wilson that it is always on the Sunday before Labor Day. The start time may change to 7:30 am to 11:30 am, instead of 7:00 am to 11:00 am. Director Dille stated he was happy to see both Chiefs at the ground breaking for the Alternate Exit. Also, the Blood Drive is coming up on August 22nd. The Board discussed how to get ahold of Director Kirk and get an update on his surgery. Director Bengtson stated he will not be at the September Board meeting as he will be on vacation.

12. Adjournment by Director Bengtson at 7:30 pm.

Respectfully,
Dana Schulke
Administrative Assistant

Balance Sheet

Crooked River Ranch Fire & Rescue As of August 31, 2018

AUG 31, 2018

Assets

Current Assets

Cash and Cash Equivalents

Bond Fund	13,238.29
Capital Reserve Fund	183,908.34
FIB - Checking	7,259.91
FIB - Payroll	2,176.12
General Fund	16,498.51
Local Option Levy Fund	117,817.27
Total Cash and Cash Equivalents	340,898.44

Accounts Receivable	545.00
Total Current Assets	341,443.44

Total Assets	341,443.44
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Liabilities and Equity

Liabilities

Current Liabilities

Accounts Payable	4,190.08
FIB - Credit Cards	849.38
Total Current Liabilities	5,039.46
Total Liabilities	5,039.46

Equity

Current Year Earnings	323,934.70
Opening Balance Equity	0.90
Unrestricted Net Assets	12,468.38
Total Equity	336,403.98

Total Liabilities and Equity	341,443.44
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Budget Variance
Crooked River Ranch Fire & Rescue
General Fund
July 2018 to June 2019

	YTD Actual	YTD Budget	Var USD	Var %
Revenue				
Ambulance Billing	\$23,855.91	\$150,000.00	-\$126,144.09	-84.0961%
Beginning Fund Balance:General/LO Levy Fund	\$263,282.29	\$239,987.00	\$23,295.29	9.7069%
Conflagration Revenue	\$0.00	\$1,000.00	-\$1,000.00	-100.0%
Deschutes County: General Fund	\$499.32	\$49,235.00	-\$48,735.68	-98.9858%
Deschutes County: Local Option Levy	\$0.00	\$18,485.00	-\$18,485.00	-100.0%
Emergency Address Signs	\$180.00	\$500.00	-\$320.00	-64.0%
FireMed	\$2,385.00	\$12,375.00	-\$9,990.00	-80.7273%
Interest	\$710.72	\$3,500.00	-\$2,789.28	-79.6937%
Jefferson County: General Fund	\$4,233.91	\$580,575.00	-\$576,341.09	-99.2707%
Jefferson County: Local Option Levy	\$1,589.54	\$205,763.00	-\$204,173.46	-99.2275%
Misc. Income	\$980.00	\$5,000.00	-\$4,020.00	-80.4%
Training Income	\$0.00	\$500.00	-\$500.00	-100.0%
Grant Revenue				
Grants Funds	\$0.00	\$45,922.00	-\$45,922.00	-100.0%
Total Grant Revenue	\$0.00	\$45,922.00	-\$45,922.00	-100.0%
Total Revenue	\$297,716.69	\$1,312,842.00	-\$1,015,125.31	-77.3227%
Gross Profit	\$297,716.69	\$1,312,842.00	-\$1,015,125.31	-77.3227%
Operating Expenses				
Capital Outlay & Grant Awards				
Debt Services & Contingency:Contingency	\$0.00	\$2,500.00	-\$2,500.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$2,500.00	-\$2,500.00	-100.0%
Materials & Services				
Materials & Services:Administration	\$2,147.36	\$15,000.00	-\$12,852.64	-85.6843%
Materials & Services:Building & Maint.	\$693.97	\$10,000.00	-\$9,306.03	-93.0603%
Materials & Services:Department Services	\$131.37	\$5,000.00	-\$4,868.63	-97.3726%
Materials & Services:Dispatch Services	\$278.79	\$58,115.00	-\$57,836.21	-99.5203%
Materials & Services:EMS Operations	\$4,232.32	\$32,950.00	-\$28,717.68	-87.1553%
Materials & Services:Fire Suppression	\$1,867.64	\$16,705.00	-\$14,837.36	-88.8199%
Materials & Services:Fuel	\$3,450.92	\$10,000.00	-\$6,549.08	-65.4908%
Materials & Services:Insurance	\$506.00	\$30,000.00	-\$29,494.00	-98.3133%
Materials & Services:Prevention	\$73.90	\$1,000.00	-\$926.10	-92.61%
Materials & Services:Professional Services	\$5,942.54	\$20,000.00	-\$14,057.46	-70.2873%
Materials & Services:Radios/Communications	\$265.68	\$4,611.00	-\$4,345.32	-94.2381%
Materials & Services:Rope Rescue Operations	\$0.00	\$1,500.00	-\$1,500.00	-100.0%
Materials & Services:SAFER Grant Expenditures	\$1,344.00	\$9,422.00	-\$8,078.00	-85.7355%
Materials & Services:Training	\$284.44	\$7,389.00	-\$7,104.56	-96.1505%
Materials & Services:Travel	\$0.00	\$9,105.00	-\$9,105.00	-100.0%
Materials & Services:Tuition Reimbursement	\$0.00	\$31,500.00	-\$31,500.00	-100.0%
Materials & Services:Uniforms	\$88.00	\$5,713.00	-\$5,625.00	-98.4597%
Materials & Services:Utilities	\$3,173.98	\$22,250.00	-\$19,076.02	-85.7349%
Materials & Services:Vehicle/Equipment Maint.	\$2,732.06	\$18,000.00	-\$15,267.94	-84.8219%
Materials & Services:Volunteer Incentives	\$2,475.00	\$29,400.00	-\$26,925.00	-91.5816%
Materials & Services:Wellness Program	\$0.00	\$10,000.00	-\$10,000.00	-100.0%
Total Materials & Services	\$29,687.97	\$347,660.00	-\$317,972.03	-91.5%

Personnel Services				
Personnel Services: Employee Benefits	\$33,277.50	\$168,753.00	-\$135,475.50	-80.2804%
Personnel Services: Administrative Assistant: Overtime	\$91.80	\$1,224.00	-\$1,132.20	-92.5%
Personnel Services: Administrative Assistant: Regular Wage	\$7,213.44	\$34,729.00	-\$27,515.56	-79.2293%
Personnel Services: Assistant Fire Chief: Salary	\$11,250.00	\$55,558.00	-\$44,308.00	-79.7509%
Personnel Services: Fire Chief	\$15,833.35	\$79,800.00	-\$63,966.65	-80.1587%
Personnel Services: Mechanic	\$855.00	\$12,480.00	-\$11,625.00	-93.149%
Personnel Services: Part-Time Employees	\$16,296.56	\$35,280.00	-\$18,983.44	-53.8079%
Personnel Services: Payroll Taxes	\$7,986.16	\$38,248.00	-\$30,261.84	-79.1201%
Personnel Services: PERS	\$19,332.61	\$98,419.00	-\$79,086.39	-80.3568%
Personnel Services: Shift Personnel: Regular Wage	\$35,255.11	\$173,946.00	-\$138,690.89	-79.7322%
Personnel Services: Shift Personnel: Overtime	\$8,729.45	\$34,335.00	-\$25,605.55	-74.5757%
Personnel Services: Volunteer Shift Stipends	\$1,500.00	\$36,500.00	-\$35,000.00	-95.8904%
Personnel Services: Workers Comp. & Group Accident	\$18,851.50	\$18,500.00	\$351.50	1.9%
Total Personnel Services	\$176,472.48	\$787,772.00	-\$611,299.52	-77.6%
Total Operating Expenses	\$206,160.45	\$1,137,932.00	-\$931,771.55	-81.8829%
Net Income / (Loss) before Tax	\$91,556.24	\$174,910.00	-\$83,353.76	-47.6552%
Net Income	\$91,556.24	\$174,910.00	-\$83,353.76	-47.6552%
Total Comprehensive Income	\$91,556.24	\$174,910.00	-\$83,353.76	-47.6552%



Budget Variance
Crooked River Ranch Fire & Rescue
Bond Fund
July 2018 to June 2019

	YTD Actual	YTD Budget	Var USD	Var %
Revenue				
Beginning Fund Balance: Bond Fund	\$12,090.46	\$7,432.00	\$4,658.46	62.6811%
Deschutes County: Bond Fund	\$77.71	\$0.00	\$77.71	
Jefferson County: Bond Fund				
Jefferson County: Bond Fund: Current Year Taxes	\$0.00	\$160,609.00	-\$160,609.00	-100.0%
Jefferson County: Bond Fund: Interest	\$65.83	\$0.00	\$65.83	
Jefferson County: Bond Fund: Prior Year Taxes	\$1,004.29	\$0.00	\$1,004.29	
Total Jefferson County: Bond Fund	\$1,070.12	\$160,609.00	-\$159,538.88	-99.3%
Total Revenue	\$13,238.29	\$168,041.00	-\$154,802.71	-92.122%
Gross Profit	\$13,238.29	\$168,041.00	-\$154,802.71	-92.122%
Operating Expenses				
Capital Outlay & Grant Awards				
Capitol Outlay & Grant Awards: Bond Payment	\$0.00	\$158,404.00	-\$158,404.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$158,404.00	-\$158,404.00	-100.0%
Total Operating Expenses	\$0.00	\$158,404.00	-\$158,404.00	-100.0%
Net Income / (Loss) before Tax	\$13,238.29	\$9,637.00	\$3,601.29	37.3694%
Net Income	\$13,238.29	\$9,637.00	\$3,601.29	37.3694%
Total Comprehensive Income	\$13,238.29	\$9,637.00	\$3,601.29	37.3694%



Budget Variance
Crooked River Ranch Fire & Rescue
Capital Reserve Fund
 July 2018 to June 2019

	YTD Actual	YTD Budget	Var USD	Var %
Revenue				
Beginning Fund Balance:Capital Reserve Fund	\$183,404.57	\$182,864.00	\$540.57	0.2956%
Jefferson County: Capital Reserve Fund				
Jefferson County: Capital Reserve Fund:Interest	\$503.77	\$750.00	-\$246.23	-32.8307%
Total Jefferson County: Capital Reserve Fund	\$503.77	\$750.00	-\$246.23	-32.8%
Total Revenue	\$183,908.34	\$183,614.00	\$294.34	0.1603%
Gross Profit	\$183,908.34	\$183,614.00	\$294.34	0.1603%
Operating Expenses				
Capital Outlay & Grant Awards				
Capitol Outlay & Grant Awards:AFG Grant Expenditures	\$0.00	\$13,614.00	-\$13,614.00	-100.0%
Total Capital Outlay & Grant Awards	\$0.00	\$13,614.00	-\$13,614.00	-100.0%
Total Operating Expenses	\$0.00	\$13,614.00	-\$13,614.00	-100.0%
Net Income / (Loss) before Tax	\$183,908.34	\$170,000.00	\$13,908.34	8.1814%
Net Income	\$183,908.34	\$170,000.00	\$13,908.34	8.1814%
Total Comprehensive Income	\$183,908.34	\$170,000.00	\$13,908.34	8.1814%

Payable Invoice Detail

Crooked River Ranch Fire & Rescue

For the period August 1, 2018 to August 31, 2018

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	ACCOUNT
Accuity, LLC				
Aug 24, 2018	2017-2018 Audit	Progress Invoice for 2017/2018 audit	4,000.00	Materials & Services:Professional Services:Auditor
Total Accuity, LLC			4,000.00	
Aflac				
Aug 16, 2018	August Prem. - EFT	August premiums for: Tom, Alysha, David, Harry, Sean and Dana	599.88	Payroll Liabilities
Total Aflac			599.88	
Amazon				
Aug 1, 2018	XXXX 4382	Mo. subscription for Prime membership	12.99	Materials & Services:Administration:Members hips
Aug 2, 2018	XXXX 4382	Ordered Lifeproof cases for IPADS for apparatus	265.68	Materials & Services:Radios/Communications
Total Amazon			278.67	
Annas Consultants, Inc.				
Aug 27, 2018	2428	Annual Servicing on Breathing Air Compressor, Installed fill enclosures fill hose shutoff valve. Replaced Purification chamber's cap seal, etc.	835.63	Materials & Services:Fire Suppression:Supplies/Equipment
Total Annas Consultants, Inc.			835.63	
Baker Equipment				
Aug 1, 2018	68260	Parts for 542	60.25	Materials & Services:Vehicle/Equipment Maintenance:512905
Total Baker Equipment			60.25	
Barbara Oakley				
Aug 16, 2018	Reimbursement	Reimbursement of Building supplies	58.24	Materials & Services:Building & Maintenance:Supplies
Aug 16, 2018	Reimbursement	Rehab water/gatorade for after fires	47.44	Materials & Services:Department Services:Rehab Supplies
Total Barbara Oakley			105.68	
Bend Lock & Safe				
Aug 24, 2018	139138	Cylinder Combination Change, Duplicate Keys and Service Call (on Dorm Rooms)	206.00	Materials & Services:Building & Maintenance:Maintenance
Total Bend Lock & Safe			206.00	
BendTel				
Aug 20, 2018	0340992	Telephone charges, Taxes, Surcharges, Fees	440.88	Materials & Services:Utilities:Telecommunications
Total BendTel			440.88	

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	ACCOUNT
BoundTree Medical, LLC				
Aug 1, 2018	82929689	EMS Supplies for Ambulances	224.40	Materials & Services:EMS Operations:Supplies
Aug 2, 2018	82935334	Quelicin 200mg 10 ML Vials (Refridgeration)	161.94	Materials & Services:EMS Operations:Supplies
Aug 6, 2018	82939752	Magnesium Sulfate 50%, 5mg, 10 ml vial 1 ea	7.40	Materials & Services:EMS Operations:Supplies
Total BoundTree Medical, LLC			393.74	
Carson Oil Company, Inc.				
Aug 2, 2018	CP-00146653	Fuel for all apparatus	776.09	Materials & Services:Fuel
Aug 16, 2018	CP-00149922	Fuel for all apparatus	649.28	Materials & Services:Fuel
Total Carson Oil Company, Inc.			1,425.37	
Cascade Fire Equipment				
Aug 17, 2018	XXXX 4382	Strikers for 522	135.00	Materials & Services:Vehicle/Equipment Maintenance:510582
Aug 17, 2018	XXXX 4382	Shipping Charges	39.79	Materials & Services:Vehicle/Equipment Maintenance:510582
Total Cascade Fire Equipment			174.79	
Crooked River Ranch Water Company				
Aug 1, 2018	94	Base Rate	34.59	Materials & Services:Utilities:Water
Aug 1, 2018	94	Water	97.01	Materials & Services:Utilities:Water
Total Crooked River Ranch Water Company			131.60	
Crooked River Sanitary				
Aug 8, 2018	00014	Sanitation services for July	69.92	Materials & Services:Utilities:Sanitation
Total Crooked River Sanitary			69.92	
David McDonald				
Aug 21, 2018	Reimbursement	Reimbursement for purchase of batteries for SCBA's	64.95	Materials & Services:Fire Suppression:Supplies/Equipment
Total David McDonald			64.95	
Deschutes County 911 Service District				
Aug 16, 2018	550	911 Police/Fire RMS User Fees	92.90	Materials & Services:Dispatch Services
Total Deschutes County 911 Service District			92.90	
Digital Employment/Streamline				
Aug 23, 2018	August services	Monthly Fee for webhosting	100.00	Materials & Services:Professional Services:Computer Services
Total Digital Employment/Streamline			100.00	
Home Depot				
Aug 27, 2018	XXXX 4382	Batteries for Computers	19.97	Materials & Services:Administration:Supplies
Aug 27, 2018	XXXX 4382	Glue and Wood supplies for Fire House Demo	14.71	Materials & Services:Prevention
Total Home Depot			34.68	

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	ACCOUNT
HRA VEBA Trust				
Aug 16, 2018	August contribution - EFT	HRA/VEBA contribution for: Tom, Alysha, David, Sean, Harry & Dana	1,500.00	Personnel Services:Employee Benefits:HRA VEBA
Total HRA VEBA Trust			1,500.00	
IAFF 3650 - Redmond Firefighters Union				
Aug 6, 2018	PAC Donation to Union - ACH	PAC Donations from: Tom, Alysha, David	12.00	Payroll Liabilities
Aug 6, 2018	Union Dues - ACH	Union Dues for: Tom, Alysha, David	97.50	Payroll Liabilities
Aug 27, 2018	PAC Donations - ACH	PAC Donation to Union from: Tom, Alysha and David	12.00	Payroll Liabilities
Aug 27, 2018	Union Dues - ACH	Union Dues for: Tom, Alysha, David	97.50	Payroll Liabilities
Total IAFF 3650 - Redmond Firefighters Union			219.00	
Intuit				
Aug 28, 2018	XXXX 4382	Ordered blank checks to print out through Xero	210.98	Materials & Services:Administration:Supplies
Total Intuit			210.98	
Nationwide Retirement Solutions				
Aug 6, 2018	Deferred Comp - EFT	Deferred Compensation contributions for: Tom, Alysha, David, Sean and Dana	215.00	Payroll Liabilities
Aug 21, 2018	Deferred Comp - EFT	Deferred Comp contributions for: Tom, Alysha, David, Sean and Dana	215.00	Payroll Liabilities
Total Nationwide Retirement Solutions			430.00	
Norco				
Aug 1, 2018	24327686	Oxygen for Ambulances	41.05	Materials & Services:EMS Operations:Supplies
Aug 16, 2018	24442041	Oxygen for Ambulances	41.05	Materials & Services:EMS Operations:Supplies
Total Norco			82.10	
OFSOA				
Aug 15, 2018	Membership for Dana	Annual membership Fee for Dana	40.00	Materials & Services:Administration:Memberships
Total OFSOA			40.00	
Oregon PERS				
Aug 6, 2018	PERS - EFT	Employer Contributions	3,117.83	Personnel Services:PERS
Aug 6, 2018	PERS - EFT	Employee Contributions, paid by Employer	1,098.47	Personnel Services:PERS
Aug 27, 2018	PERS - EFT	Employer contributions	2,677.34	Personnel Services:PERS
Aug 27, 2018	PERS - EFT	Employee contributions, paid by Employer	943.28	Personnel Services:PERS
Total Oregon PERS			7,836.92	
Oregon State Police				
Aug 15, 2018	XXXX 4382	Background check on Z Marsh	10.00	Materials & Services:Professional Services:Background Checks
Total Oregon State Police			10.00	
Pacific Power				
Aug 6, 2018	24712171-001 3	Basic Load Charges, Loan Size, Demand Charges, Kilowatt usage	490.50	Materials & Services:Utilities:Electric
Total Pacific Power			490.50	

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	ACCOUNT
Quill Corporation				
Aug 6, 2018	8867878	Office Supplies, Business Card Paper, etc	204.01	Materials & Services:Administration:Supplies
Aug 23, 2018	9425789	Rolls of Paper Towels for Dispensers	63.98	Materials & Services:Building & Maintenance:Supplies
Aug 23, 2018	9425789	Coffee	19.98	Materials & Services:Building & Maintenance:Supplies
Total Quill Corporation			287.97	
Solutions Yes				
Aug 8, 2018	INV155020	Color & B/W usage on copier	61.42	Materials & Services:Administration:Copier Expenses
Aug 21, 2018	INV156413	Color Copies	55.45	Materials & Services:Administration:Copier Expenses
Aug 21, 2018	INV156413	B/W Copies	9.49	Materials & Services:Administration:Copier Expenses
Total Solutions Yes			126.36	
Special Districts Insurance Services				
Aug 6, 2018	03-0052514	Employee Medical Premium	9,001.44	Personnel Services:Employee Benefits:Health Insurance
Aug 6, 2018	03-0052514	Employee Dental Premium	862.62	Personnel Services:Employee Benefits:Dental Insurance
Aug 6, 2018	03-0052514	Employee Long-Term Premium	88.44	Personnel Services:Employee Benefits:Long Term Disability Insurance
Total Special Districts Insurance Services			9,952.50	
Speer Hoyt, LLC				
Aug 7, 2018		Services rendered for providing assistance on drafting ballot measure title for local option levy renewal	399.50	Materials & Services:Professional Services:Legal
Total Speer Hoyt, LLC			399.50	
Springfield Fire & Life Safety				
Aug 2, 2018		Ambulance Billing charges for June	1,800.00	Materials & Services:EMS Operations:Ambulance Billing Fees
Total Springfield Fire & Life Safety			1,800.00	
Stamps.com				
Aug 16, 2018	XXXX 4382	Monthly subscription to purchase stamps	17.99	Materials & Services:Administration:Postage & Shipping
Aug 20, 2018	XXXX 4382	Purchase of stamps	50.00	Materials & Services:Administration:Postage & Shipping
Total Stamps.com			67.99	
Terminix				
Aug 6, 2018	113862	Rodent, Insect maintenance around the building	95.00	Materials & Services:Building & Maintenance:Maintenance
Total Terminix			95.00	

Payable Invoice Detail

INVOICE DATE	REFERENCE	DESCRIPTION	GROSS	ACCOUNT
The Hartford				
Aug 20, 2018	14477017	Fidelity Insurance	506.00	Materials & Services:Insurance
Total The Hartford			506.00	
US Bank Equipment Finance				
Aug 16, 2018	363539933 - EFT	Contract Payment for Copier	139.99	Materials & Services:Administration:Copier Expenses
Aug 16, 2018	363539933 - EFT	Prop Damage Surcharge	24.40	Materials & Services:Administration:Copier Expenses
Total US Bank Equipment Finance			164.39	
Verizon Wireless				
Aug 1, 2018	9811463702	Phone Line for Zoll Machine use	20.80	Materials & Services:Utilities:Telecommunications
Total Verizon Wireless			20.80	
Walmart				
Aug 31, 2018	XXXX 4382	Water and Gatorade for Fire Rehab Supplies	57.94	Materials & Services:Department Services:Rehab Supplies
Aug 31, 2018	XXXX 4382	Janitorial/Kitchen Items for Station	31.49	Materials & Services:Building & Maintenance:Supplies
Total Walmart			89.43	
Wright Ford, Inc.				
Aug 23, 2018	42817	Service and repairs done on 571/Ambulance	1,442.80	Materials & Services:Vehicle/Equipment Maintenance:516001
Total Wright Ford, Inc.			1,442.80	
Xero				
Aug 20, 2018	XXXX 4382	Monthly subscription to Accounting software	22.50	Materials & Services:Professional Services:Accounting/Payroll Services
Total Xero			22.50	
Your Care, LLC				
Aug 16, 2018	1602	Hepatitis B Vaccine for Nolan Wironen	85.00	Materials & Services:SAFER Grant Expenditures
Total Your Care, LLC			85.00	
Total			34,894.68	

SD|I|S

SPECIAL DISTRICTS
INSURANCE SERVICES



The Power of TEAMWORK

Hosted by OFDDA



2018 Oregon Fire Service Conference

Hosted by Oregon Fire District Directors Association

October 25-27 | Riverhouse on the Deschutes
Bend, Oregon

A focus on working together to keep Oregon
communities safe and supported

Thank you to our Title Conference Sponsor
Special Districts Insurance Services
Administered by SDAO

SD|I|S
SPECIAL DISTRICTS
INSURANCE SERVICES

2018 Oregon Fire Service Conference

SCHEDULE OF EVENTS

PRE-CONFERENCE: WEDNESDAY, October 24

10:00 am	OFDDA Board Meeting
12:00 - 1:00 pm	Joint Board Lunch
1:15 - 5:30 pm	Optional Event - The Local Pour Tour
1:30 pm	OFCA Board Meeting
6:30 pm	OFDDA Past Presidents/ Board Dinner
CONFERENCE BEGINS: THURSDAY, October 25	
7:00 am	Complimentary BREAKFAST for Riverhouse Guests
7:00 am - 5:00 pm	Registration
8:15 - 9:00 am	Opening Ceremonies/ Memorial
9:00 - 9:45 am	KEYNOTE ADDRESS: Fire Chief Mike Myers, Portland Fire & Rescue
9:45 - 10:00 am	BREAK
10:00 am - 12:00 pm	Concurrent Sessions: <ul style="list-style-type: none"> Local Budget Law: An Elected Official's Guide Home Fire Sprinklers: What Fire Service Leaders Should Know
12:00 - 1:30 pm	LUNCH & Fire Service Updates
1:30 - 3:00 pm	Concurrent Sessions: <ul style="list-style-type: none"> Board Member Duties & Responsibilities Regulatory Issues Affecting Firefighters

FRIDAY, October 26

7:00 am	Complimentary BREAKFAST for Riverhouse Guests
7:00 am - 5:00 pm	Registration
8:15 - 9:45 am	Concurrent Sessions: <ul style="list-style-type: none"> Implementing Wellness into Your Department Cyber Preparedness
9:45 - 10:00 am	BREAK
10:00 am - 12:00 pm	Concurrent Sessions: <ul style="list-style-type: none"> Ethics Law for Elected Officials Kids Today! Engaging Youth in the Fire Service
12:00 - 1:30 pm	LUNCH & Industry Updates
1:30 - 3:00 pm	SDAO Presentation - Youth in the Fire Service
3:00 - 3:15 pm	BREAK
3:15 - 4:00 pm	OFDDA Business Meeting
SATURDAY, October 27	
7:00 am	Complimentary BREAKFAST for Riverhouse Guests
7:00 am - 12:00 pm	Registration
8:00 - 10:00 am	Sessions: <ul style="list-style-type: none"> Oregon Fire Service History

PRESENTATION

THURSDAY, OCTOBER 25

9:00 am **Keynote Session**

- KEYNOTE**
With more than 10 years of fire chief experience, Chief Myers hired in June 2017, has his team's focus on reducing traffic fatalities.

10:00 am **Concurrent Session**

- Local Budget Revenue**
The Budget property tax Directors in Oregon and some presenters will discuss the impact of the new property tax structure on local governments.
- Home Fire Sprinklers**
This two-hour session will be shared a presentation on the impact of sprinklers on fire fatalities.

1:30 pm **Concurrent Session**

You are invited to register at Riverhouse Reg...
Contact **The Riverhouse** for reservations. Negotiated room announced on or before subject to availability.

PRESENTATION DETAILS continued

THURSDAY, OCTOBER 25, 2018 CONTINUED

3:15 pm **Group Session**

OFDDA Business Meeting & Legislative Update

4:30 pm **Group Session**

- **OFDDA Budget Workshop**
(Note: The proposed budget will be posted on the OFDDA website.)

**Join Us at 4:30 pm for Sponsor Appreciation Night (BINGO Games)!
A FAMILY FRIENDLY EVENT - All are Welcome!**

Light hors d'oeuvres and cash bar available

Network with exhibitors and colleagues while enjoying local food and beverages and an entertaining evening of BINGO - with prizes galore!

FRIDAY, OCTOBER 26, 2018

8:15 am **Concurrent Sessions**

- **Implementing Wellness into Your Department: Lessons Learned from Clackamas Fire's Wellness Program | Heather Goodrich & Alicia McVicker, Clackamas Fire**
Whether your organization is starting from scratch or building upon an existing program, this presentation will provide insight to the development of Clackamas Fire District #1's successful program. Developing a culture where employees are supported in their health and well-being from day one takes time, support, initiative and a commitment from the Fire Chief down. Learn about how the program was built over the past twenty years and how its successes, challenges and opportunities have shaped the program into what it is today.

- **Cyber Preparedness | David McMorries, State of Oregon & Ron Waters, Department of Homeland Security**

The Department of Homeland Security's Cybersecurity Advisor (CSA) Program offers cybersecurity assistance on a voluntary, no-cost basis to critical infrastructure organizations, including state, local, tribal, and territorial governments. Through the CSA Program, organizations can prepare for and protect against cybersecurity threats to critical infrastructure. The goal of this session is to promote cybersecurity preparedness by offering ideas, advice, and best practices for securing your district's most sensitive data.

10:00 am **Concurrent Sessions**

- **Ethics Law for Elected Officials | Tammy Hedrick, Oregon Ethics Commission**
Oregon Government Ethics (OGE) laws prohibit public officials from using office for financial gain and

PRESENTATION

FRIDAY, OCTOBER 26, 2018

1:30 pm **Group Session**

- **SDAOF**
Involving emergency responders as a valuable resource to use the past and present to limit future risk.

3:15 pm **Group Session**

OFDDA Budget

SATURDAY, OCTOBER 27, 2018

8:00 am **Group Session**

- **Oregon As Legal Counsel**
Oregon's role in providing a legal framework for our state's emergency response.

10:00 am **Group Session**

- **Active Skills**
McGowan's review of Oregon's emergency response training and preparedness.

Active skills training for emergency responders.

Review Drawings

CONFERENCE NOTES

The 2018 Oregon Fire Service Conference will be held at the Riverhouse on the Deschutes in Bend on October 25-27. This year's sessions will educate attendees and encourage efforts of departments and agencies to work collaboratively to strengthen the fire service through "The Power of Teamwork."

We look forward to seeing you at OFDDA's largest training and networking event of the year in beautiful Bend, Oregon!

Cancellations

All cancellations and refund requests must be made in writing via fax, email or mail. Cancellations received by October 6, 2018, are fully refundable. Cancellations received on October 7, 2018, or later are non-refundable; however, substitutions are encouraged and incur no additional fees.

Conference Registration

Full conference registration includes Thursday and Friday lunches, daily refreshments and Vendor Night appetizers for one individual. Guest lunches may be purchased separately.

Conference Lodging

Book your room today at Riverhouse on the Deschutes, located at 3075 N Hwy 97 Business, Bend, OR 97703.

Individuals will make their own reservations by calling the hotel directly at (800) 547-3928. To receive your discounted room rate, be sure to indicate that you are making a reservation in the 2018 OFDDA Conference room block.

Special rates are for single or double occupancy, based on the 2018 prevailing Government Per diem Rate announced on or before October 1, 2018. Please add \$10 per night per additional person. Rates are per night plus taxes and fees. Room rates are based on availability and subject to change. Reservations must be received by September 23, 2018, to receive the group rate.

Riverhouse guests will enjoy a complimentary breakfast and free WiFi.

Recognition, Certificates & Chances to Win

Districts that bring all five board members to the conference will receive special recognition.

THE LOCAL

Wednesday

Conference attendees and see behind-the-

Your guide will take witness fermentation will share the highlight history of the area. availability. This tou

The \$85 registration cider, wine and spirit stop! Also included

The bus will depart

Tips and Guidelines Your guide will have growler to fill!

To register, submit y St NE, Salem, OR 97 by credit card; a 4%

NAME: _____

ORGANIZATION: _____

PHONE: _____

OREGON LAW PROHIBIT A MINOR OR JUVENILE. 18. Parents or guardians r accompanying their minor



2018 OREGON FIRE SERVICE CONFERENCE

Hosted by Oregon Fire District Directors Association

CONFERENCE REGISTRATION FORM

Register online at www.ofdda.com, fax your completed form to 503-364-9919, or email it to laureal@ofdda.com.

NAME: _____ TITLE: _____

AGENCY/DISTRICT: _____

MAILING ADDRESS: _____

PHONE: _____ FAX: _____ CELL: _____

EMAIL: _____ FIRST TIME ATTENDEE? _____

REGISTRATION FEE

Member*: Full-Conference Registration	<input type="checkbox"/> \$314.00	<input type="checkbox"/> \$364.00
Member*: Single-Day Registration	<input type="checkbox"/> \$140.00	<input type="checkbox"/> \$165.00
Nonmember: Full-Conference Registration	<input type="checkbox"/> \$364.00	<input type="checkbox"/> \$414.00
Nonmember: Single-Day Registration	<input type="checkbox"/> \$165.00	<input type="checkbox"/> \$190.00

Day(s): _____

*Member price applies to any personnel who serve or are employed by an agency that is a current OFDDA member. Please call the OFDDA Office at 800-223-9708 if you need to confirm membership.

Full-conference registration includes Thursday and Friday lunches, daily refreshments and Vendor Night appetizers for one individual. Guest lunch(es) may be purchased separately.

GUEST MEALS

I will need _____ guest lunches at \$25 each = \$ _____

PLEASE LIST ANY DIETARY RESTRICTIONS: _____

For Attendee: _____

For Guest(s): _____

PAYMENT OPTIONS (select one): Check enclosed Bill agency listed above Send me a credit card authorization form

BREAKOUT SESSION SELECTIONS (Please indicate all sessions you plan to attend)

THURSDAY, OCTOBER 25—I will be attending:

10:00 AM Local Budget Law: An Elected Official's Guide -OR- Home Fire Sprinklers

Remember to bring a donation for the silent auction! Proceeds help fund the scholarship program.

CONFERENCE EXPENSES

Registration Fee: _____

Guest Meals: _____

TOTAL DUE: _____

The 2018 Oregon Fire conference events, the responsibility of the a

Submit your complete MAIL: OFDDA, 1284 CC Scholarship awards w or email of their appli

APPLICANT NAME: _____

DISTRICT/DEPARTM

APPLICANT'S POSITI

MAILING ADDRESS: _____

PHONE: _____

Is your district current

Have you or a member Yes No DC

Are any other represer

CRR Fire & Rescue Operations Report September 2018

- Staff meeting was held on September 10th due to Labor Day Holiday. We had to delay the meeting due to certain members were not available and then started without them due to a situation.
- Ambulance 571 back in service after almost three weeks for engine repairs.
- Labor Day Sunday breakfast was a huge success with limited personnel assisting. 700 people served and income came in at \$4400 net. Huge thanks to all who helped to put this together and pulled it off again.
- Central Oregon Fire Chiefs weekly calls has been decided to let each department decide if they want to send any resources out on Conflagration requests.
- School supply drive was very successful. Support Volunteers are managing the program and made two deliveries of a van full to Terrebonne and one delivery to Culver school.
- Student benefit garage sale was a very successful show of support from the public in donations and the Support Volunteer group along with the students pulled this together and made just over \$2600.00 to be divided amongst the students.
- Rope training was held on Saturday the 8th at 0800 for a couple of hours. Only three personnel attended due to vacations and the garage sale benefiting the students.
- September 8th was also the Oregon Veterans Motorcycle Association 911 Memorial event at the Big Dog Saloon. They had a poker run as well as other events for the three day event including a golf tournament and a game of Texas Hold 'em. Mark Wilson attended as a representative for the Oregon Fire Service Honor Guard and CRR F&R. They donated \$2000.00 each to Central Oregon Veterans Ranch; Deschutes County Search & Rescue as well as The Oregon Fire Service Honor Guard. They had a silent auction and raffle prizes set up as well as a live auction of a quilt made by Tina Wilson and donated to them for this event. It was sold for \$1700.00!!
- We were invited to enter one of our 5 ton heavy brush trucks in the "Cars in the Canyon" car show presented by the Crooked River Ranch Car Group. They also wanted us to "Do what you did at the 4th of July." except there was not enough grass area to do the kids challenge. Chief had some personnel set up three tables and both the awnings on Friday afternoon. The booth was mainly sales for tee shirts and other small items for the Volunteers. There was also fire prevention items and toys for kids to enjoy. The Volunteer Association sponsored a trophy to give out to a vehicle they liked. The vehicle picked was a 1951 Chevrolet ½ ton pickup that was all original except the paint color which was nick named "The Creamsical" as it was orange and white pastel colored. The owner had a photo album of the progress of the rusted out hulk to complete restoration. The owner was very excited to receive our trophy.
- Next Blood Drive October 24nd Time: 12:00 to 6:00.
- Call report:
 - From Image Trend reports for month of August:
 - Rescue & Emergency Medical Service Incident-33
 - Fire Calls-6
 - Public Assist Service Calls-7
 - Good Intent Calls-3
 - False Alarm-4
 - Total All Calls-63

Respectively Submitted.

Mark W. Wilson

Assistant Chief / NREMT

Master Emergency Vehicle Technician

(Ambulance; Fire; Law Enforcement)

17-Sept-18

