



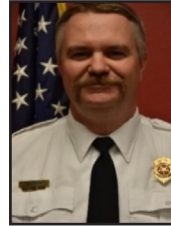
CROOKED RIVER RANCH FIRE & RESCUE

ANNUAL REPORT

July 1, 2018

“Serving the Community of Crooked River Ranch by providing superior service through prevention, education, emergency response and community involvement”

MESSAGE FROM YOUR FIRE CHIEF, HARRY WARD



The members of Crooked River Ranch Fire & Rescue are pleased to offer you this annual report for the year of 2017. This is a working document that addresses your fire districts daily activities and accomplishments. It is our goal to offer the highest level of service possible for the citizens and business of Crooked River Ranch while honoring the established budget set forth by the Board of Directors. It is also our intention, and practice, to function with complete transparency in all that we do.

Crooked River Ranch Fire & Rescue has endured a lot of restructuring and change throughout the past year. We have demanded more of our staff and expected more of our volunteers.

I would like to thank the membership of Crooked River Ranch Fire & Rescue for standing tall and resilient during this transitional period. I would also like to thank the Board of Directors for their support of Crooked River Ranch Fire & Rescue over the past years.

Without their dedication to the fire district and its mission, we would not be able to continue to provide the quality of service to the citizens that they expect from us.

Finally, I would like to thank you for allowing me to be your Fire Chief. I am blessed to be able to serve in this capacity and lead such a dedicated organization. I value the people I work with and witness their commitment daily. I am honored to be a member of this organization. I do not take this responsibility lightly, nor the safety of our citizens.

VISION STATEMENT

“Provide the
Best Service
and Protection
for our
Community, in
a Cost-
Effective
Manner.”

In July of 2017, we
dedicated our
building to fallen
Fire Chief
Wendell L. Beck
who died in the line
of duty on
February 15, 1988.



STAFF AND VOLUNTEERS



Staff

Assistant Fire Chief/Paramedic, Sean Hartley
Administrative Assistant, Dana Schulke
Captain/Paramedic, David McDonald (A Shift)
Captain/Paramedic, Tom Fast (B Shift)
Captain/Paramedic, Alysha Delorto (C Shift)

Volunteers

Assistant Fire Chief, Mark Wilson
Captain/EMT Jeff Green
Lieutenant/EMT Frank Day
Firefighter/EMT Dennis Senko
Firefighter/EMT Todd Nace
Firefighter/EMT-1 Marta McGovern-Philpot
Firefighter/EMT Bobby Edwards
Firefighter/EMT Stephanie Elliott
Firefighter/EMT Jon Moore
Firefighter/Paramedic Adam Wiley
Firefighter/Paramedic Colton Steinke
Firefighter/Paramedic Myrsideys Steward
Firefighter Dan Marsh
Firefighter Joe Woodruff
Firefighter McKenzie Miller
Firefighter Marissa Van Alstine
Firefighter/Rope Rescue Technician Jeff Scheetz

Central Oregon Community College Students

Ethan Brown
Cayla Forsythe
Garrett Schweigert
Amy Weddle
Jesse West
Nolan Wironen

GOVERNING BOARD OF DIRECTORS

Crooked River Ranch Rural Fire Protection District is governed by a five-member non-partisan Board elected to a four-year term by registered voters of the Ranch. The Board establishes policy, sets Local Option Tax rates and approves our budget. Working together in partnership, the Board directs and entrusts the staff of Crooked River Ranch Fire & Rescue to provide emergency medical services and fire protection. The District Board continues to provide strategic leadership, policy, and fiscal transparency. Public meetings are held monthly on the third Thursday of every month, as well as other special meetings and workshops, as needed.

Position #1: James Dille, Term Expires 6/30/2021
Position #2: John Meredith, Term Expires 6/30/2021
Position #3: Dennis Kirk, Term Expires 6/30/2019
Position #4: Barbara Oakley, Term Expires 6/30/2019
Position #5: Bob Bengtson, Term Expires 6/30/2019

EMERGENCY SERVICES / OPERATIONS

Our EMS/Paramedic Staff and Volunteers are the heart of our District and the front-line emergency service providers, offering fire suppression, prevention, education, wildland fire protection and suppression, emergency medical services; operational training, high-angle and confined space rescues, as well as mitigation of all other emergency incidents for the District. Some of their responsibilities include, maintain and stocking our ambulances, hose testing, daily apparatus checks, attending Monday night drills, cleaning and maintaining the building and many other daily duties. We continue to work with our Medical Director (Dr. Matthew Eschelbach) to develop the right strategies to meet our community needs and increase efficiency.

POPULATION GROWTH & CHALLENGES In Jefferson County, there were 1,542 deeds recorded in 2016 and 1,610 deeds recorded in 2017. For the properties that are in Deschutes County, there were 16 deeds recorded in 2016 and 25 deeds recorded in 2017. This means our population in Crooked River Ranch is growing. With that comes new construction and new challenges. The need for an alternate exit for our mutual partners to assist with any medical or fires is needed more than ever. Response time would be faster in exiting the south end of the Ranch, and mutual aid would be able to get to us quickly with another option to enter into the Ranch, rather than just entering off of 43rd Street.

TRENDS Some of the trends that we are facing today are in Fire Suppression Equipment, Firefighter Training, Cloud-based technology, use of Ultrasound equipment in Fire-Based EMS and Cancer Prevention for all Firefighters. One trend our District has come across within the last year is the use of Cloud-based technology. More fire departments are recognizing the need to modernize their administrative functions. With that said, we are now going paperless and increasing the use of IPADS, tablets, etc. Cloud-based systems also eliminate the need for keeping the software, as well as keeping IT costs down for the fire department. This is also a better integration of pre-fire planning and building safety plans. Another trend we are passionate about is the need to ensure our Staff and Volunteers are aware of the need for decontamination and laundering of personal protective equipment after each exposure to a fire. Chronic exposure to heat, smoke, and toxins put all firefighters at risk for many types of Cancer. Therefore, we have created a designated decontamination room for our firefighters to wash their personal protective equipment after each exposure. We are committed to firefighting cancer awareness and prevention programs that will address and curtail the high rates of cancer.

FIVE YEAR ANALYSIS With future planning, there must be a Strategic Plan of which we are updating this year. In January of this year, a SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis of the District was completed. An analysis of this type is typically utilized to determine the internal or external forces that may have an effect on achieving the District's goals, vision and mission set within the strategic plan. In addition, the analysis provided the management with valuable information concerning goal development, finances and the positive and negative aspects of the District. Another component of the process included evaluating the past and current culture, programs and services of the District, and anticipating the future by assessing trends, policies, response requirements and standards that will influence the delivery of emergency services. Particular attention was given to the current conditions and climate of the community of Crooked River Ranch and the growth and demand for services. Our FY 2018-2023 Strategic Plan will be based on the findings generated by these evaluations and future goals and objectives of the District.

RESPONSE DATA

Statistics	2015	2016	2017
Vegetation/Structure/Vehicle Fires	18	18	33
Overpressure Rapture/Explosion/Overheat (No Fire)	0	1	0
Rescue & Emergency Medical Service	291	320	334
Hazardous Condition (No Fire)	2	2	7
Service Call	50	52	79
Good Intent/False Alarm Call	76	68	80
Severe Weather & Natural Disasters	0	1	0
Special Incident	0	0	2
TOTAL NUMBER OF CALLS:	437	462	535

TRAINING / EDUCATION

“Training is not about being better than someone else...it’s about being better than you used to be.”

All staff and volunteers must follow strict requirements for the Fire Service. The increase in training has ensured that our firefighters have maintained their skills and learned more advanced skills to be more efficient and safer on the fire ground. Below are requirements of training for all Personnel and Volunteers:

- Each year our members are required by the State of Oregon to complete 60 hours of fire training to maintain their certifications. These hours are obtained on Monday night training, weekend training and specialty classes and training.
- Our EMT’s are required to get 24 hours of continuing education each year, and our Paramedics are required to get 48 hours of continuing education each year.
- On top of this, we train in specialty areas such as rope rescue. Our personnel training at least once a month on rope rescue techniques.
- Annually, we host a Wildland Academy which helps train Central Oregon firefighters in basic wildland firefighting techniques.
- We send our personnel to DPSST (Department of Public Safety Standard and Training) each year for training. DPSST is our state training facility located in Salem, OR. They hold numerous trainings each year, for example, Winter Fire School which is held in February each year which educates up to 300 firefighters in one weekend.
- Succession planning and officer development is a focus of the District through internal programs, task books, mentoring and formal training.



COMMUNITY RISK REDUCTION

The Community Risk Management division is dedicated to helping and protecting our residents through fire prevention, investigation of complaints of fire hazards and illegal burning, code enforcement, burning permits, smoke alarms installations, green reflective emergency address signage and proper car seat installation.

Also, the last two years the Central Oregon Intergovernmental Council (COIC) has collaborated with Jefferson County Fire Chiefs to offer private landowners the opportunity to apply for funding to minimize fire danger outlined in the Jefferson County Community Wildfire Protection Plan (CWPP). Residents that are eligible will be offered a flat rate reimbursement of \$300 for treating the land around their home (referred to as defensible space) to the Oregon Forestland-Urban Interface Fire Protection Act standards.

The goal is to minimize fire danger in subdivisions and make firefighting safer and more effective. Fire Chief's and Fire Marshals will be responsible for assuring that the standards have been met prior to dispensing funds.

Since Crooked River Ranch falls within the eligibility and requirements for these funds, residents are encouraged to apply for the grant funds. In order to be a candidate, residents must come by the Fire Station and pick up an application. Once your application is completed, you will then contact our Fire Marshal, Gary White for lot assessment, **prior to the start of clearing your property**. He will then take pictures and make recommendations for your property. You may then schedule or do the work on your property. Once the work has been completed, you will contact our Fire Marshal for a second inspection and pictures of the completed work will be taken. He will sign off on the application and submit your application to the Central Oregon Intergovernmental Council in Bend for the funding of your project.

Should you have any questions in regards to the process or availability, please contact our Fire Marshal, Gary White at 541-923-6776.

-Serving our community for over 40 Years-

GRANT OPPORTUNITIES

Crooked River Ranch Fire & Rescue is constantly seeking alternate revenues to help offset tax implication to our resident taxpayers. We apply for grants to fund equipment and programs to maintain and enhance our services. Our Staff reviews grant opportunities and related funding guidelines prior to determining whether an application should be made.

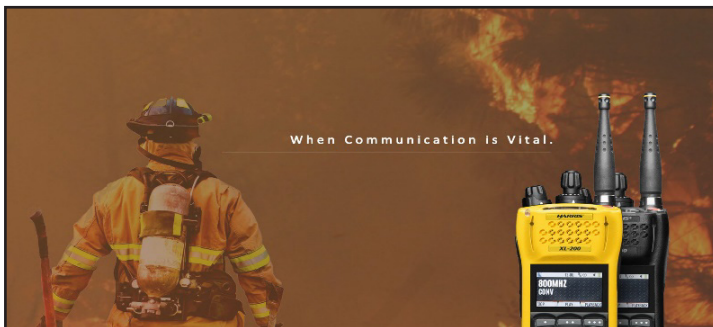
The District has been very successful over the past 5 years in being awarded approximately \$600,000 in grant funding. These funds were used for personnel protective clothing, breathing apparatus, emergency medical equipment, repairs to the building, and training. This year we were awarded a grant to help recruit and retain volunteers. These grant funds pay for training and physicals, as well as a stipend when they work at the station covering emergency calls. The District was also part of a regional radio grant that will help us save over \$116,000 to upgrade our radios to be compatible with the new 911 systems.

FINANCES / BUDGET INFORMATION



All Fire Districts are bound by the Government Auditing Standards to prepare annual budgets. Accuity, LLC of Albany, Oregon conducted our annual audit for our 2016-2017 fiscal period and presented the report to our governing Board. Below is the financial data specific to our District and its primary budgeted programs:

General Fund	Fiscal Year 2016-2017 "Actual Expenditures"	Fiscal Year 2017-2018 Adopted Expenditures (final figures to be completed through audit process)	Fiscal Year 2018-2019 Adopted Expenditures (proposed)
Personnel Services	\$651,547	\$795,435	\$787,772
Materials & Services	\$304,636	\$379,962	\$347,660
Capital Outlay	\$43,725	\$53,500	-0-
Debt Services	-0-	-0-	-0-
Transfer to Capital Reserve Fund	\$25,000	\$20,190	-0-
Operating Contingency	\$4,535	\$12,562	\$2,500
Ending Balance (Prior Years)	-0-	-0-	-0-
Unappropriated Ending Fund Balance	\$350,193	\$200,000	\$174,910
	-0-	-0-	-0-
Total	\$1,379,636	\$1,461,649.	1,312,842



COMMUNICATIONS

In 2017 we responded to 535 calls which has been the highest call volume for our District. Our District receives all its dispatch services from Deschutes County 9-1-1. It is our priority to provide exceptional customer service and still meet the growing need for emergency services. A large portion of last year was spent on focusing on a region wide grant opportunity to receive new radios, which will be placed in-service during the Fall of 2018. Once the new radio project is completed we will have improved efficiency and communication with Deschutes County 9-1-1. Last year we had also received a donation of three iPad's from Apple for our apparatus's to use as mobile data terminals. Mobile data terminals are another means of communicating information to and from Dispatch, provide advanced mapping capabilities, and the ability to track resources on incidents. We are grateful for this generous donation from Apple.

FREQUENTLY ASKED QUESTIONS

Q: How do I get a copy of a Fire or Medical report?

A: You may access records by completing our public records form request here at the Station, or through our website at www.crrfire.org. Once we receive the form, we will acknowledge your request within five days via email or /letter. Depending on the scope of the request, there may be a fee that we charge in order to receive the information you are requesting.

Q: What is a “Knox Box” and where can I get one?

A: A Knox-Box, known officially as the Knox-Box Rapid Entry System, is a small, wall-mounted safe that hold building keys for fire departments, emergency medical services, and sometimes police to retrieve in emergency situations. Forms for a Knox-Box can be obtained through our Station. You will need to complete the form and send it directly to the Knox-Box company with the amount of money for the one that you choose.

Q: What should I do with HOT fireplace ash?

A: If possible, allow ashes and coals to cool in the area where you had the fire for several days. When the ashes are cool, transfer them to a metal container and wet them down. Keep the metal container outside your home and away from any combustibles until the refuse is hauled away. DO NOT place any other combustibles in the metal container and DO NOT use a combustible container.

Q: Can the Fire Department service my Fire Extinguisher?

A: The fire department does not service Fire Extinguishers. We suggest calling Fire Pro, All American Fire Protection or Absolute Fire Protection. All of these companies are located in Bend or Redmond, OR.

Q: Why do so many fire apparatus respond to simple incidents?

A: Fire Department units are dispatched according to information received by the 9-1-1 operator. Each truck carries different equipment that allows us to help the citizens of the Ranch. There may be three fire department vehicles on the scene for what appears to be a “simple” incident. However, in emergency services we have learned that if we assume something is simple, we can be horribly mistaken. Plus we respond as fast as we can, prepared to encounter the worst.

Q: Are Tiki Torches allowed during the summer in extreme “red flag” warning days?

A: Open flame lighting devices are not allowed during red-flag warning days.

Q: Who do I call to report illegal fireworks?

A: Oregon law forbids possession, use or sale of fireworks that fly, explode or travel more than six feet on the ground or 12 inches in the air. Bottle rockets, Roman Candles, and Firecrackers are ILLEGAL in Oregon. Should you see someone using illegal fireworks, please call 9-1-1.

Q: What is CERT and how do I sign up for a class?

A: The Community Emergency Response Team (CERT) program educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills. CERT volunteers are trained to respond safely, responsibly and effectively to emergency situations, but they can also support their community during non-emergency events as well. If you are interested in becoming CERT certified, please contact us at 541-923-6776 and we will direct you to the proper training agency in our area.

Q: Where do I dispose of needles and expired medication?

A: Here at the fire station we do have a specially designated area to dispose of used needles. All used needles must be in a hard plastic container in order for us to dispose of them. For expired medication, there is a green medical depository box supplied by Jefferson County Sheriff's office, located inside the entrance of the fire station. Your original prescription bottles may be disposed of this box.

Q: What is the difference between a fire engine and a fire truck?

A: Fire trucks are equipped with very large ladders that extend from the truck but do not come off. Key components of a fire truck include: Hydraulically operated ladders, full complement of ground ladders of various types and lengths, and specialized equipment for forcible entry, ventilation and search and rescue task. Fire Engines, or pumpers carry hose, tools and pump water.

Q: Do you rescue cats from Trees?

A: Our main priority is to be available for our homeowners with medical related emergencies.

Q: What is the work schedule for your firefighters?

A: At our Station, we run on three shifts (A, B, C). Each shift is on a 48/96 hour rotation. We also have Volunteers who work 24 hour shifts whenever possible.

OUR CORE VALUES

SERVICE – Dedication to our Community

PROFESSIONALISM – Honoring the Firefighter Oath

INTEGRITY – Upholding moral and ethical conduct at all times

RESPECT – Embracing diversity and recognizing individual worth

INNOVATION – Taking creative risks to adapt and improve

TRUST – Reliance on the integrity, strength and ability of our members

BRAVERY – Courage is the foundation of our character

FISCAL RESPONSIBILITY – Protect the public trust by being fiscal



For more information about our District visit us at www.crrfire.org or



LIFE SAFETY TIPS

- Have a working smoke alarm outside every sleeping area, in every bedroom, and on every level of your home.
- Always check electrical cords for cracking and fraying.
- Create a home escape plan for family members to use in the event of an emergency.
- Every home should have a working carbon monoxide detector.
- Do not hesitate to call "911". If something feels like an emergency, treat it like an emergency!

DID YOU KNOW?

- *Dispatch Time + Turnout Time + Travel Time = Total Response Time?*
- *The District host quarterly Blood Drives with the American Red Cross?*
- *The District was established in 1977?*
- *Your cell phone can alert you with emergencies?*
- *That Crooked River Ranch is the largest subdivision in the state of Oregon?*
- *Our District charts a Fire Explorer Program for young men and women who are at least 14 years old and not yet 21 years of age?*

