



# CROOKED RIVER RANCH FIRE & RESCUE



7/1/2017

ANNUAL REPORT

**Our Mission: “Serving our Community with Courage,  
Pride, Honor, Commitment and Integrity”**

## A MESSAGE FROM YOUR FIRE CHIEF, HARRY WARD



Thank you for taking a moment to read the Crooked River Ranch Rural Fire Protection annual report. We hope you will find it informative as we work to improve our communication to the citizens of Crooked River Ranch. In this report you will get to know our personnel, along with information about the District and what we do to service this beautiful community.

First, let me tell you about my background. I started my fire service career in 1988 as a volunteer with the La Plata (MO) Fire Department. I have held both volunteer and career positions while moving through the fire service ranks. I have a passion for training which led me to a position with the Oregon Department of Public Safety Standards and Training (DPSST) as the Regional Fire Training Coordinator assigned to Central Oregon. Over the past nine years with DPSST I have been able to update and develop new firefighter training programs that have been taught to firefighters all over the State of Oregon. I also feel strongly about firefighter safety and survival. I am the Lead State Advocate for the National Fallen Firefighters Foundation's "Everyone Goes Home" Program and have earned the honor of being one of the top 20 "Courage to be Safe" program instructors in the nation. I earned an Associates of Applied Science Degree in Fire Science from Columbia Southern University. In my spare time, I volunteer as a Boy Scout leader and enjoy outdoor activities including hiking and camping with my wife.

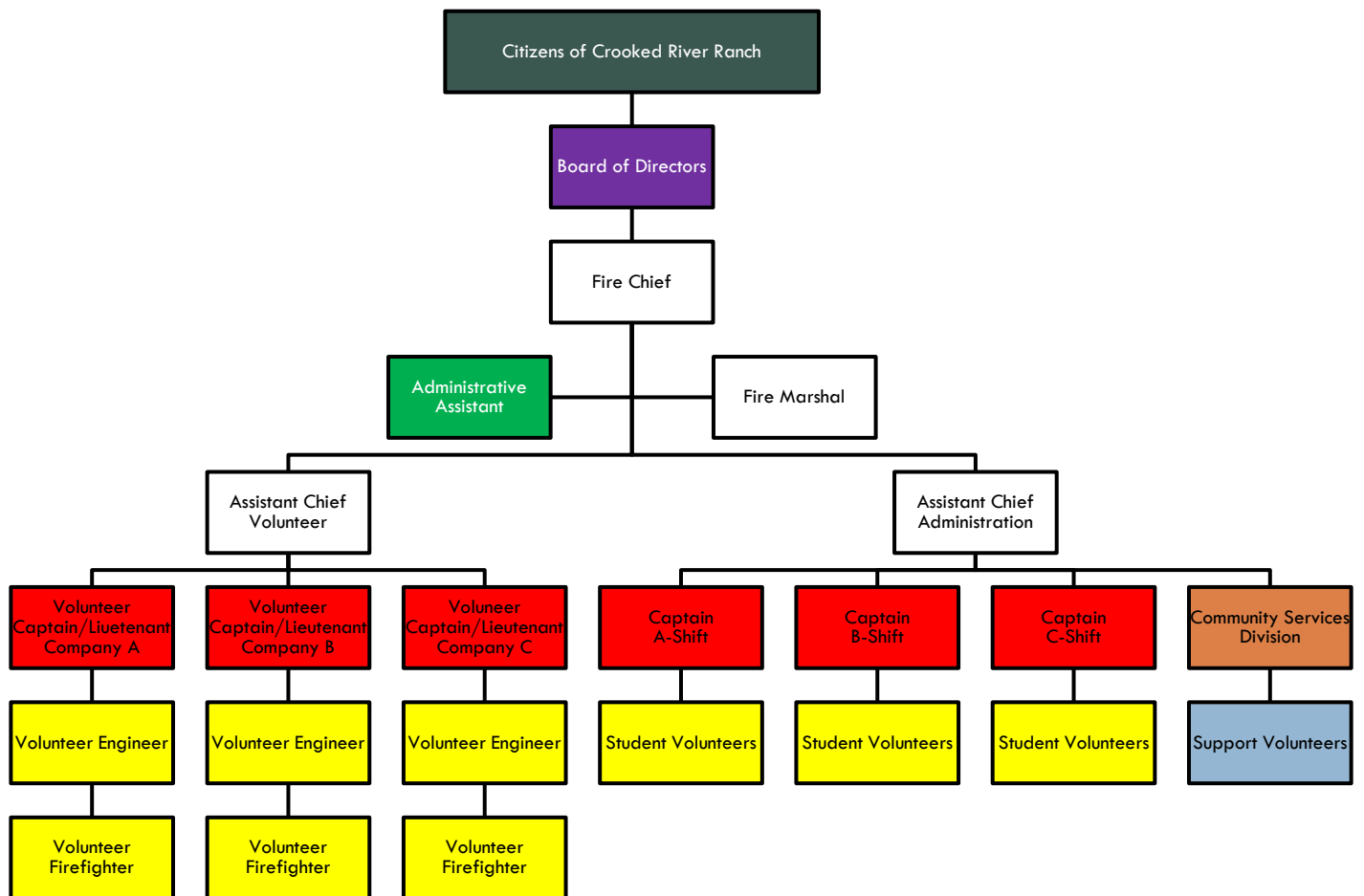
The personnel of Crooked River Ranch Fire & Rescue provide the following services for this District: Emergency Medical Services, Fire Suppression and Prevention, Hazardous Materials Prevention, and Technical Rope Rescue Operations. Our station is always staffed by a minimum of two individuals, a Captain and a volunteer and/or student volunteer, 24 hours a day, 7 days a week. Our District is governed by an elected five member Board of Directors which meet on the third Thursday of every month. Additionally, our Board, Staff, Volunteers, Student Volunteers and Support Volunteers contribute to fulfilling our mission through various administrative functions, as well as our community events. In addition, our District has mutual aid agreements with the surrounding agencies in Central Oregon. Our staff and volunteers go through extensive training for all aspects of each division of our services. I am proud to say that our staff and volunteers always come together and work well as a team, in whatever challenge may come their way.

Here are just a few of accomplishments we have achieved over the past year:

- Refinanced our 2007 bond for building the station, saving residents over \$328,000.
- Completion of our revised Insurance Service Office (ISO) evaluation. We now have a rating of 4 from the ISO organization, which may help lower your insurance premiums. I would encourage the residents of the District to contact their insurance company to see what this may mean to their fire insurance rates.
- Received a grant for a new power cot for our ambulance
- Enhanced our website and accounting software

Currently, all of us are working on getting many items on our list accomplished. We are exploring several grant funding options to improve operations, which include a SAFER grant to help build volunteer retention and incentive programs, as well as a micro grant for equipment to test our Self Contained Breathing Apparatus. As you well know, equipment and apparatus at the Station does go through its aging process, just like everything else. Therefore, we are looking to replace our aging vehicles and have requested a new brush engine through the Federal Excess Personal Property (FEPP) program. In closing, I hope the following information in this report will be enlightening and educational. We remain committed to be good stewards of the community and always strive to service you with courage, pride, honor, commitment and integrity.

# THE ORGANIZATION...



**Our Vision: "Provide the Best Service and Protection for our Community"**

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# WHO WE ARE...

## ASSISTANT FIRE CHIEF, SEAN HARTLEY

Assistant Fire Chief Hartley oversees many facets of District's administration and operations. Chief Hartley works closely with Chief Ward on our budget, personnel policies and procedures, classification and compensation, labor negotiations, manages all the shift scheduling for the personnel and worker's compensation. He also oversees our social media, radio communications, is our information technology specialist and oversees recruiting volunteers for our District. Chief Hartley enjoys instructing and can often be found participating in our training drills. He has been with our department for 7 years and is an active member of the ham radio community here on the Ranch.

## ADMINISTRATIVE ASSISTANT, DANA SCHULKE

Through the direction of the Fire Chief and Assistant Fire Chief, Dana manages and is responsible for managing our Fire Med membership, as well as issuing burn permits, preparing the payroll, and maintaining our accounts payable/receivable. She also oversees our human resources and office reception area. She is support to our Fire District Board, handles all District records, accounting, and other special projects. She also assist in planning and executing our Emergency Management forums, as well as arranging various other events.

## CAPTAIN, ALYSHA GILPATRICK-DELORTO

Captain Gilpatrick-Delorto manages our Emergency Medical Services program. She is an integral part of our team as she has been with us for 11 years and administers our ambulance billing, orders all of our medical supplies and keeps up with all the necessary certifications and training for the operation of emergency medical services for our District. Throughout the fire service, a majority of calls for service are for medical emergencies and our District provides both ALS (Advanced Life Support and BLS (Basic Life Support) level of care to the community.

## CAPTAIN, DAVID MCDONALD

Captain McDonald manages Fire Operations and our Student Volunteer program. Fire Operations involves inspecting, servicing and replacing all equipment and PPE (personal protective equipment) used in structural and wildland firefighting. We have a very rigorous inspection policy for our equipment to ensure it both protects our members from life hazards, as well as, being able to function at high efficiency to help our community members in their time of need. David also supervises the Student Volunteer program which consists of 6 students who attend Central Oregon Community College on a path to gain Associate's degrees in both Structural Fire Science and Emergency Medical Services (Paramedicine). Three of these students reside at the fire station full time and our students are with us for, on average, three years. Captain McDonald has been with the department for 9 years and is dedicated to helping our Fire District meet and exceed the expectations of our community.

## CAPTAIN, TOM FAST

Captain Fast coordinates all local, state and federally mandated training requirements for the District, These programs are designed to teach new technologies and methodologies. The State of Oregon requires a minimum of 60 hours of training per year in the areas of, fire prevention, emergency vehicle operations, emergency scene operations, firefighting, technical rope rescue, incident command system, and many other categories. For those that hold EMT or Paramedic licenses the Oregon Health Division required a minimum of 24 hours of continuing education annually. The District is an active participant at DPSST (Department of Public Safety Standards Training) through the state of Oregon, as well as participating in training opportunities with neighboring fire agencies in Central Oregon. Captain Fast also oversees our rope rescue operations and works cooperatively with Jefferson County Fire District #1 in training exercises. Tom has been with the District for 13 years and is dedicated to his community.



For more information about our District visit us at [www.crrfire.org](http://www.crrfire.org) or



# VOLUNTEERS OF YOUR COMMUNITY...

## ASSISTANT FIRE CHIEF, MARK WILSON

Assistant Chief Wilson has dual roles at our station. When he moved here from Seattle back in May of 1995, he was volunteering his time as the District's mechanic and has been the District's mechanic ever since. He knows every apparatus like the back of his hand. At that time he also got handed a radio, a pager, wildland gear and turn outs, to also become a volunteer firefighter. Over time, he has been promoted through the ranks and is currently serving as Assistant Fire Chief since 2011. He is a vital member of our team and a major asset for maintaining our apparatus and responding to emergency calls for service.

## FIRE MARSHAL, GARY WHITE

The District's Fire Prevention and Public Education is managed by Gary, as well as orchestrating any applications for grant opportunities. His duties include fire code enforcement, investigation, and maintaining comprehensive records on all business affairs such as complaints, inspections and notices served. He works closely with Chief Ward on investigating grant options for the District to ensure we are able to seize every opportunity to access funds for new equipment. He also assists in overseeing the Community Services Division of the District, which includes our Smoke Alarm and Emergency Address Sign programs.

The Crooked River Ranch Volunteer Fire Association, Inc. is a separate entity from Crooked River Ranch Fire & Rescue and operates under a non-profit status. They have their own officers and work very closely with the Fire District, which includes response and support volunteers. They are the backbone of your Fire District. This group of exceptional individuals also organize many events for the community such as our Red Cross Blood Drives, our annual Easter Egg Hunt, and Shop with a Fire Fighter for the children on the Ranch. We would like you to know who they are, as without them our District would not be able to operate:

### Our Volunteers

Captain/EMT Jeff Green  
 Lieutenant/EMT Frank Day  
 Firefighter/EMT Dennis Senko  
 Firefighter/EMT Todd Nace  
 Firefighter/EMT Marta McGovern-Philpot  
 Firefighter/EMT Kody Johannsen  
 Firefighter/Paramedic Sammy Hall  
 Firefighter/EMT Bobby Edwards  
 Firefighter Lacindra Droegemeier  
 Firefighter Joe Woodruff  
 Firefighter/EMT Justin Abts  
 Firefighter/Paramedic Myrsideys Steward  
 Firefighter/Rope Rescue Technician Jeff Scheetz.

### Our Student Volunteers

Firefighter/EMT Brodie Blok  
 Firefighter/EMT Keegan Carey  
 Firefighter/EMT Noah Elsner  
 Firefighter Westin Martin  
 Firefighter/EMT Riley Jones

We would like to welcome our four new Student Volunteers starting in 2017:  
 Cayla Forsythe  
 Amy Weddle  
 Jesse West  
 Blair Brock

### Our Support Volunteers

Patti Bengtson, Sharon Chacon, Amber Christensen, Ruthy Ferguson, Jane Fisher, Bim Gander, Edwin & Ron Gregory, Patricia Hayes, Dorene Huff, John May, Joan McKenzie, James McNamara, Barb Oakley, Colleen and Jeaneva Senko, Dona Smith-Bell, Doug & Teri Southern, Kerry and Ramona Tweed and Tina Wilson.



# YOUR GOVERNING BOARD OF DIRECTORS...

## 2017 FIRE BOARD FOR THE DISTRICT:

**Bob Bengtson - James Dille - Dennis Kirk**

**John Meredith - Barbara Oakley**

The Crooked River Ranch Rural Fire Protection Board conducts meetings on the third Thursday of every month at 6:30pm at the Fire Station. The public is encouraged to attend our meetings, which are handicap accessible and recorded.

## MUTUAL AID PARTNERS

Within the Fire Service, the notion of mutual aid is one in which formal agreements are made that allow emergency services to lend assistance across jurisdictional boundaries. This is often the case when the needs of an emergency incident exceed the capability of local resources, such as a multiple-alarm fire or large-scale disaster. Mutual aid may be requested when an emergency occurs, or it may be a standing automatic agreement. The following agencies assist Crooked River Ranch Rural Fire Protection District: Bend Fire & Rescue, Redmond Fire & Rescue, Cloverdale Rural Fire Protection District, Jefferson County Fire District #1, Sisters-Camp Sherman Fire District, Crook County Fire & Rescue, Black Butte Ranch Rural Fire Protection District, La Pine Rural Fire Protection District, Sunriver Fire Service District and Confederated Tribes of Warm Springs Fire & Safety. In turn, our District assist these agencies with any large incidents that may occur in their jurisdictions.





# FINANCES/BUDGET...

The District's financial functions include accounting and budgeting, accounts payable/receivable, payroll, grant management, annual reporting and auditing, cash flow projections and various other financial tasks. Our fiscal year is from July 1<sup>st</sup> through June 30<sup>th</sup>.

The majority of the Fire District's funding comes from the property taxes paid by our residents, who own property within the boundaries of the Crooked River Ranch Rural Fire Protection District. Additional revenue for the Fire District is generated by the fees charged when patients are transported by ambulance to the hospital. Occasionally, the Fire District also participates in State Fire Mobilizations through the summer months resulting in additional reimbursement revenue, however these funds are not incorporated in our operating budget. We do go through an annual auditing process, and the finalized reports are submitted to the District and our Board of Directors.

The mission of the District is to provide superior customer service to the residents of Crooked River Ranch and surrounding areas. Through the use of best practices in financial management and employee services, below is the financial data specific to our District and its primary budgeted programs:

General Fund	Fiscal Year 2015-2016 "Actual" Expenditures	Fiscal Year 2016- 2017 Adopted Expenditures (final figures to be completed through audit process)	Fiscal Year 2017- 2018 Adopted Expenditures (approved by CRR RFPD Budget Committee and BOD)
Personnel Services	\$569,684	\$751,668.	\$751,304.
Materials & Services	\$301,251.	\$330,718.	\$342,147.
Capital Outlay	\$35,974.	\$44,830.	\$53,500.
Debt Services	\$0	\$0	\$0
Transfer to Building/Equipment Reserve Fund	\$25,000.	\$25,000.	\$30,000.
Operating Contingency	\$0	\$12,535.	\$14,242.
Ending Balance (Prior Years)	\$446,512.	\$0	\$0.
Unappropriated Ending	\$0	\$219,858.	\$200,000.
Fund Balance			
Total:	\$1,378,421.	\$1,348,609.	\$1,391,193.



## EMERGENCY RESPONSE DATA...

Statistics	2014	2015	2016
Vegetation/Structure/Vehicle Fires	22	18	18
Overpressure Rapture/Explosion/Overheat (No Fire)	0	0	1
Rescue & Emergency Medical Service	274	291	320
Hazardous Condition (No Fire)	5	2	2
Service Call	89	50	52
Good Intent/False Alarm Call	78	76	68
Severe Weather & Natural Disaster	0	0	1
Special Incident	1	0	0
<b>TOTAL NUMBER OF CALLS:</b>	<b>469</b>	<b>437</b>	<b>462</b>

*"Only those who risk going too far can possibly find out how far one can go." T.S. Elliot*

## OUR FLEET/APPARATUS...







## ANNUAL WILDLAND ACADEMY TRAINING



## ROPE RESCUE OPERATIONS



## OUR PARTNERS...

**Life Flight - There when we need them.**

**AirLink – When patients' lives are on the line, we rely on the strongest link**

**The Central Oregon Public Safety Chaplaincy** which is a biblically-based, non-profit ministry. They serve and support all law enforcement and emergency services personnel and their families within Central Oregon.

# MOVING FORWARD...

Crooked River Ranch Fire & Rescue will be initiating many new programs and projects in the later part of 2017 and early part of 2018. One of which will be utilizing an Apple iPad in our apparatus. These iPads will be distributed to the District as a generous donation from Apple, which will give us the capability of doing reports remotely as well as using them to do fire prevention activities. With the iPads and upgraded software, Crooked River Ranch Fire & Rescue will be able to do property assessments for the prevention of wildfires. The property assessment will help determine what parts of your home and the surrounding property maybe most vulnerable during a wildfire. With this information, we can give property owners ideas to help them with their defensible space. This data will also help us if we have to respond to any property on the Ranch, we will already have the information from Dispatch which can provide valuable data for our first responders.

In 2016, Crooked River Ranch Fire & Rescue along with nine other fire departments applied for an Assistance to Firefighters Grant (AFG). This grant is for the replacement of radios so we can communicate better with each other, and our 9-1-1 center in Bend. This will allow us to replace all our old radios with new state of the art radios. Currently, we are waiting to hear if we have been awarded the grant, or not. We also applied for our own Assistance for Firefighter Grant to purchase testing equipment for our Self Contained Breathing Apparatus (SCBA). Currently we have to hire an outside company to come in and test all our breathing apparatus and fit test all our firefighters. All this testing is required by OSHA on an annual basis. Having our own equipment will be a huge cost savings for our District.

As everyone knows, the older that vehicles get, the more it cost to maintain them. This is also true with our fire apparatus. Most of our equipment is in very good shape and because of our great maintenance program they will last us a long time. Our ambulances and some of our other vehicles that are used more often will soon need to be replaced. Over the past few months we have created an apparatus replacement plan. That plan will put our apparatus on a cycle, meaning at a certain number of miles or the age of the equipment it will be replaced and put into reserve status or sold.

In case you are not aware, the large area behind the Station is utilized to train for wildland fires and other types of exercises where outdoor space is needed. In the future, we would like to develop the property with upgrades so we could have certain areas to train for all types of emergencies. We are looking at building a training facility out of our conex containers. The insides of these containers will be set up like a home, where firefighters would have to enter and search for victims and pull hose lines as if the building was on fire. The hope is also to be able to provide a more realistic area for firefighter training and to have the ability to set real fires in one of them, so that our firefighters can learn about fire behavior and the different ways to fight fires. The structure would also be used for our High Angle Rope Rescue Team to set up systems and simulate rescues without always having to go over the canyon rim. All of this will help us enhance and improve our training in a more controlled environment.

Our student firefighter program has been very successful and we have helped launch careers for some amazing firefighters and EMS personnel. Those former students are now working all over Oregon and around the country. Because of our flourishing program, our student program is expanding. However, we are running out of room for our students and volunteers who pull 24 hour shifts. This year we will be converting one room that was originally designed as a study area into an additional dorm room.

We are very proud of our fire station and the area around it. With that said, we have asked the local Boy Scout District if they have any Boy Scout's that need to complete their Eagle Scout project. One project would be to rebuild and update the reader board and the other is to build a memorial wall around the flag pole area.

As you can see, we are working to enhance our services and bring to Crooked River Ranch the best trained and equipped firefighters and EMS providers that we can. In 2018 we will be asking for the renewal of our Operating Levy. This levy allows us to do these things and also have 24 hours a day coverage for our station, with three full time Captain/ Paramedics and our Student Volunteers. By passing this levy, Crooked River Ranch Fire & Rescue will be able to maintain its current response capabilities and meet future call demands.

Lastly, we want our community to know that we welcome visitors. We are planning to organize an annual open house, which will be held in late summer, or early fall. We hope to have this become something that everyone will want to attend each year, which will include fun and educational activities for kids and adults.

We want to thank you for your continued support for our District. We always strive to protect, prepare and maintain a healthy community.

**“Proudly serving our community for 40 years”**



# FREQUENTLY ASKED QUESTIONS...

**Q. What are the business hours for the Fire Department office?**

A. The Administrative office hours are 9:00 am to 5:00 pm Monday – Friday. The office is closed on Saturdays and Sundays.

**Q. How can I get my smoke detectors checked, green address signs installed or have my property checked for defensible space?**

A. Call the main phone number at 541-923-6776 and leave your request with our Administrative Assistant. She will then get in contact our Community Services Officer, who will give you a call and schedule a time that will be convenient for you for them to come and install the detectors/ sign or have your property evaluated.

**Q. May I schedule a ride-along with the crew?**

A. Yes. You must be at least 18 years of age. You may ride with our team between 9:00 am and 5:00 pm and a waiver must be signed. Contact the Administration office at 541-923-6776 and leave your information. We will call you to set up a time for your ride-a-long.

**Q. Does the District buy the food for the firefighters to eat?**

A. No. Our Staff, Volunteers and Students must provide their own food. The only time the fire department buys food for the Staff, Volunteers and Students is when they are working a long duration incident and they are unable to buy or prepare their own while on scene of a fire or incident. Then our wonderful support volunteers come in and prepare meals for the crew during or just after a major incident.

**Q. Does the fire department collect used needles and medications?**

A. Yes. The Jefferson County Sheriff's office has provided a green medication box which is located in the lobby of our Station. Your medications must be in their original bottles and can be deposited in the medication box. You may bring your used needles to our station and one of our Staff will walk you to the receptacle to dispose of them. The needles must be in a hard plastic container in order for the Station to receive them for disposal.

**Q. How does one obtain a burn permit and how long is it good for?**

A. You may come to the Station to obtain your burn permit. Your permit is valid until you receive a post card in the mail from us stating that the rules and regulations on the back of your permit are no longer valid. Then you will need to come to the station and obtain a new permit for burning. There is no need to renew your permit, year after year and there is no charge for one.

**Q. Does the fire department plow the snow in my driveway?**

A. No. Only in an emergency medical situation do we use our own plow truck to get the ambulance in or down your driveway.

**Q. Is it ok to turn around or park on the apron in front of the bay doors?**

A. No. Please note that we have put signs out on both sides of the apron to inform our residents that our apron is not a turn round location or a parking lot. Do not park on the apron and talk on your cell phone, or turn your truck and trailer around on the apron. If you are parked on the apron and we have to pull out our apparatus for an emergency, you will be in the way of us getting to an emergency call and delay our response time. Thank you....

**Q. How do I become a Volunteer?**

A. Please come by the Station and fill out our Volunteer application. We always have room for response Volunteers and Support Volunteers.



## IN CONCLUSION.....

We will continue to support and serve our community. We will actively seek opportunities to serve and become immersed in any activity that will create a positive effect on the health and wellbeing of our residents. We will continue to build upon established relationships to promote public safety and awareness. We will continue to stay at the forefront of technology while being good stewards with tax payer's dollars. We will maintain transparency and fiscal responsibility with the funding and equipment provided by the people we protect and serve.

We are looking forward with you, and for you, shaping the future of our community. Please feel free to attend one of our board meetings, or stop by our Station to meet our team that protects you and your family.



*“To do more for the world than the world does for you, that is success”*

