



**Clackamas Fire District #1**

# **Board Meeting Briefing Packet**

**January 23, 2017**



CLACKAMAS FIRE DISTRICT #1

*To safely protect and preserve life and property*

**Board of Directors' Meeting  
Monday, January 23, 2017  
Meeting Location: Mt. Scott Fire Station  
6:30 pm**

**AGENDA**

**REGULAR SESSION**

- I. CALL TO ORDER PER ORS 192.610 TO 192.710**  
ORS 192.650 – The meeting is being recorded.  
ORS 192.710 – Smoking is banned during the meeting.
- II. CHANGES TO AGENDA**
- III. APPROVAL OF MINUTES OF THE JOINT MEETING OF CLACKAMAS FIRE DISTRICT'S BOARD OF DIRECTORS AND LOCAL PUBLIC CONTRACT REVIEW BOARD ON DECEMBER 19, 2016 AND THE REGULAR BOARD MEETING ON DECEMBER 19, 2016**
- IV. PUBLIC COMMENT** *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*
- V. PRESENTATION – OP SANTA UPDATE – Volunteer Services Chief Deters**
- VI. ANNUAL MEETING OF THE MEMBER OF THE CLACKAMAS EMERGENCY SERVICES FOUNDATION – Request Approval of Budget 2017 - Chief Charlton**
- VII. BUSINESS – Action required**
  - B-1 Request Board Approval of the Volunteer Association Bylaws – Volunteer Services Chief Deters/Volunteer Association President Jerry Kearney**
  - B-2 Request Board Approval to Terminate the Intergovernmental Agreement (IGA) for Fire Protection and Emergency Medical Services – Chief Charlton**
- VIII. OTHER BUSINESS – No action required.** *(These items will be presented individually by staff or other appropriate individuals. A synopsis of each item together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*
  - OB-1 Legislative Update – Lobbyist Genoa Ingram**
  - OB-2 Quarterly Bond Update Report – Division Chief Corless**
  - OB-3 Board Informational Items**
  - OB-4 Board Committee/Liaison Reports**  
Capital Projects Committee – Director Trotter/Director Wall  
Clackamas County Coordinating Committee – Director Blanton



*To safely protect and preserve life and property*

CLACKAMAS FIRE DISTRICT #1

Foundation Liaison – Director Blanton  
Interagency Committee – President Joseph/Director Trotter  
Volunteer Association Liaison – Director Syring

**IX. INFORMATIONAL ONLY**

**A. Divisional Reports**

- R-1a. Chief’s Report – Verbal - Chief Fred Charlton
- R-1b Administrative Services Division – Deputy Chief Jamie Karn
- R-1c Emergency Services Division – Deputy Chief Ryan Hari
- R-1d Financial Services Division – Finance Director Christina Day
- R-1e Fire Prevention – Fire Marshal Doug Whiteley
- R-1f Volunteer Services – Volunteer Services Chief Steve Deters

**B. Correspondence**

**C. Informational Items**

**D. Next Meeting**

**X. EXECUTIVE SESSION REGARDING DISCIPLINE OF PUBLIC OFFICERS AND EMPLOYEES PURSUANT TO ORS 192.660(2)(b), REAL PROPERTY TRANSACTIONS PURSUANT TO ORS 192.660(2)(e) AND PERFORMANCE EVALUATIONS OF PUBLIC OFFICERS AND EMPLOYEES PURSUANT TO ORS 192.660(2)(i)**

**XI. REGULAR BOARD MEETING RECONVENED**

**B-3 Request Board Approval for Purchase of Real Property – Chief Charlton**

**XII. ADJOURNMENT**

**UPCOMING EVENTS:**

Upcoming Dates:

February 27 – Regular Board of Directors’ Meeting – 6:30 pm

# Clackamas Fire District #1



**JOINT MEETING OF CLACKAMAS FIRE DISTRICT #1 BOARD OF DIRECTORS  
AND LOCAL PUBLIC CONTRACT REVIEW BOARD (This meeting was recorded.)  
December 19, 2016**

- I. CALL TO ORDER PER ORS 192.610 TO 192.710**  
**ORS 192.650 – The meeting is being recorded.**  
**ORS 192.710 – Smoking is banned during the meeting.**

Vice President Wall called the meeting to order at 6:04 pm.

**Present:** Board of Directors John Blanton, Jim Syring, Don Trotter, and Marilyn Wall; Chief Fred Charlton; Deputy Chief Jamie Karn; Fire Marshal Doug Whiteley; Division Chief Mike Corless; Finance Director Christina Day; Volunteer Services Chief Steve Deters; Volunteer Association President Jerry Kearney; Mark Aasland from PACE Engineers, Inc.; Citizen John Kihlstrum; and Executive Assistant Karen Strejc. Director Thomas Joseph was absent.

## **CHANGES TO AGENDA**

None

## **PRESENTATION – Staff Report Regarding Process to Hire a Construction Manager/General Contractor**

DC Corless provided the presentation as DC Hari was unable to attend. DC Corless shared that the staff report requests Board approval of Resolution #16-07 requesting an exemption for the Station 16 construction project from competitive bidding requirements and directing the use of a request for proposal (RFP) and a construction manager/general contractor (CM/GC) as alternative contracting methods.

DC Corless explained that the architect for the Station 16 project, Hennebery Eddy Architects, Inc., suggested using a CM/GC. They could come on early in the process and help work through the design of the station. They would be able to review the design and make suggestions, which would help keep the change orders to a minimum. This would help move the project forward. If problems should develop with this CM/GC, a new one could be obtained.

This resolution was reviewed by legal counsel.

DC Corless shared that Exhibit A explained the background as to why the Fire District could proceed with this process. He pointed out an error on page 2 of Exhibit A in the first paragraph where it stated that the District through its Commissioners acts as the Local Contract Review Board. The correction will be made from the word Commissioners to Directors.

Three processes would be coordinated at the same time for Station 16. These would be the demolition of the old station, firefighters would be living and working on this site and building the new station.

Discussion followed regarding having a CM/GC working with the architects during the planning process was a good way to go.

#### **IV. PUBLIC COMMENT**

None

#### **V. BUSINESS – Action required**

**Director Blanton moved and Director Trotter seconded the motion to approve Resolution #16-07 – Joint Resolution of the Board of Directors’ and Local Public Contract Review Board Exempting the Station 16 Construction Project from Competitive Bidding Requirements and Directing the Use of an RFP and CM/GC Alternative Contracting Methods. The motion passed unanimously by the Directors present. Director Joseph was absent.**

#### **VI. ADJOURNMENT**

The meeting adjourned at 6:12 pm.

Karen Strejc  
Executive Assistant

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President, Thomas Joseph

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Secretary, Jim Syring

# Clackamas Fire District #1



## REGULAR BOARD OF DIRECTORS MEETING December 19, 2016

(This meeting was recorded.)

- I. CALL TO ORDER PER ORS 192.610 TO 192.710**  
**ORS 192.650 – The meeting is being recorded.**  
**ORS 192.710 – Smoking is banned during the meeting.**

President Joseph called the meeting to order at 6:30 pm.

**Present:** Board of Directors John Blanton, Thomas Joseph, Jim Syring, Don Trotter and Marilyn Wall; Chief Fred Charlton; Deputy Chief Jamie Karn; Fire Marshal Doug Whiteley; Division Chief Mike Corless; Finance Director Christina Day; Volunteer Services Chief Steve Deters; Emergency Manager Gregg Ramirez; Health and Wellness Manager Heather Goodrich; Volunteer Association President Jerry Kearney; Lobbyist Genoa Ingram from Court Street Consulting; Citizen John Kihlstrum; and Executive Assistant Karen Strejc

## **II. CHANGES TO AGENDA**

Chief Charlton noted several updates to the agenda: added OB-4 – Update of legal integration of Boring Fire District #59 and the staff report from DC Corless regarding the purchase of self-contained breathing apparatus (SCBA). The Fire District's Mission, Values and Vision statement were printed on business sized cards for the Board and were distributed.

Chief Charlton shared that DC Hari was absent in order to take care of his family.

## **III. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON NOVEMBER 21, 2016**

**Since there were no corrections or additions to the minutes for the regular board meeting on November 21, 2016, the minutes were approved as written.**

## **IV. PUBLIC COMMENT**

None.

## **V. PRESENTATION – APPROVAL OF PROVIDER SELECTED FOR OCCUPATIONAL MEDICINE SERVICES**

Health and Wellness Manager Heather Goodrich provided the background for the Occupational Health Service Provider contract. It was noted the last proposal was in 2006. She explained that the Fire District was looking for a provider who understands National Fire Protection Association standards (NFPA) with competitive pricing. Health and Wellness Manager Goodrich thanked Retired Human Resources Chief Mark Cauthorn for his help during the request for proposal (RFP) preparation.

The RFP was sent to three potential providers on October 17, 2016. On December 1, the two providers who responded to the RFP request were interviewed and a reference check was completed them.

The RFP consisted of a scoring criterion that was followed. The Oregon Occupational Medicine received a score of 845/1050 and Adventist Health received a score of 969/1050. The review panel consisted of Wellness Specialist Alicia McVicker, Retiree Mark Cauthorn, Union President Karl Koenig, BC Oscar Ramos, Fitness Community Chair Scott Kohler and Matt Dale from Canby Fire and Rescue.

Health and Wellness Manager Goodrich requested Board approval to enter into an occupational health services contract with Adventist Health. This was based on the capacity to provide services, service locations, and cost. The start date would be February 1, 2017. However, Adventist Health has offered to keep the current fiscal year prices until June 30, 2017. The prices stated in the submitted RFP would take effect on July 1, 2017.

Director Wall asked how much Adventist's increase was over last year's costs. Health and Wellness Manager Goodrich noted the increase was 2%.

## **VI. BUSINESS**

### **B-1 Request Board Approval of Provider for Occupational Medical Services**

Director Trotter thanked the committee on their research and recommendations.

**Director Wall moved and Director Syring seconded the motion to authorize the Fire Chief to enter into an occupational health services contract with Adventist Health in an amount not to exceed \$85,000 for providing occupational medicine services to the Fire District. The motion passed unanimously.**

### **B-2 Request Approval of Resolution 16-08 – Certifying the Election Results for the Annexation of Property to the District**

Chief Charlton reported that the measure to annex Boring Fire District #59 into Clackamas Fire District passed with 78.34% of the votes. He requested approval of Resolution 16-08, which would certify the election results.

Director Wall shared that the resolution certified Clackamas County voter results, but did not mention certifying Multnomah County voter results. She asked if there needed to be two separate certifications. Chief Charlton shared that he would research whether two certifications were needed.

**Director Syring moved and Director Trotter seconded the motion to approve certifying the election results to the Clackamas County Clerk per ORS 255.295(2). The motion passed unanimously.**

### **B-3 Request Board Approval of Contract for Sonitrol Security**

EM Ramirez reported that in the fall, Clackamas Fire District went out for a RFP for a security system for the fire stations. He explained that six agencies were interviewed in depth. Sonitrol was the only business that could meet the District's needs. A plan was developed regarding door

security using card readers. With card readers, there was the option of having the ability to turn the cards on and off. Punch codes would no longer be used. Also, panic buttons would be installed at Station 1 that would alert the 9-11 system. For Station 14, a plan was developed to add greater security since staff was not able to see around the corner in the main office area.

Director Wall asked what the reason was for the 20% overrun for the project. EM Ramirez explained that this cost overrun would be discussed with Chief Charlton. Part of the reason was that the cost of adding the Boring Fire District stations was not included. These costs were included in Boring Fire's budget.

Discussion followed regarding any additional costs that weren't included in the proposal. EM Ramirez shared that the real costs would be presented to Chief Charlton. The costs included having to program panels at each station. Also, Logistics could have secured areas with restrictions for allowing only certain people in certain areas.

**Director Syring moved and Director Blanton seconded the motion to authorize the Fire Chief to enter into a contract for station security per the recent request for proposal awarded to Sonitrol Pacific. The motion passed unanimously.**

**B-4 Request Board Approval to Purchase Self-Contained Breathing Apparatus (SCBAs)**

DC Corless explained that the current SCBAs were 12 years old. There was \$2.5 million in the bond to replace them. The Fire District assembled a committee, which conducted extensive research and sought input from six vendors. Five of these vendors submitted proposals. Products from three vendors were included in the research and development process. The vendor MSA secured the highest score by three points.

The SCBA Evaluation and Selection Committee recommended the purchase of the MSA G1 air packs for \$1.7 million. This would include the upgrade for current fill stations.

Director Syring mentioned that the amount budgeted was \$2.5 million, but the amount requested was \$1.7 million. DC Corless explained that not as many SCBA bottles would be needed due to the new Heavy Rescue Unit that was being purchased. It would have an air compressor and dual fill station, which enabled the District to purchase fewer SCBA bottles.

Staff will try to sell the old SCBA bottles in order to get some funds returned.

Estacada Fire District has requested to tag onto our order so that they would have the same brand of SCBAs and the bottles would be interchangeable.

**Director Wall moved and Director Blanton seconded the motion to purchase the MSA G1 SCBA and associated equipment for \$1.7 million. The motion passed unanimously.**



**B-5 Request Board Approval of Contractor for Station 12 and 13 Seismic Upgrades**

DC Corless requested Board approval of the seismic upgrades for Stations 12 and 13. Station 13 wasn't fully funded so DC Corless and Chief Charlton contacted the grantor to inquire as to the ability to roll the seismic funds originally marked for Station 16 into the Station 13 funds. Staff worked with Rice Fergus Miller Architecture and Planning to get bids from various agencies. Only one bid was received.

President Joseph asked if these upgrades would bring all the stations up to seismic standards. DC Corless responded that these were the stations needing the most upgrades.

Director Syring asked how the \$148,000 was divided between the two stations. DC Corless explained that \$90,000 was for Station 12 and \$58,000 for Station 13.

Director Syring shared that he felt Station 13 should have a workout room. DC Corless will research this request and give a report at next month's board meeting.

Director Wall shared her concern that there was only one bidder. DC Corless shared that the company had great references/

**Director Wall moved and Director Blanton seconded the motion to approve the expenditure of \$148,000 for seismic upgrades to Station 12 and the apparatus bay at Station 13. The motion passed unanimously.**

**VII. OTHER BUSINESS**

**OB-1 Legislative Update**

Lobbyist Ingram reported that she had forwarded an email earlier in the day to the Board regarding the Governor's budget. She could provide more information on the topic if requested.

Director Wall asked if there had been any discussions regarding PERS. Lobbyist Ingram shared that none were discussed regarding PERS and the unfunded liabilities.

President Joseph inquired if she had heard any more information regarding urban renewal. Lobbyist Ingram reported that no information had been heard at the legislative level, but fire districts around the state have asked her to speak to their agencies about it.

**OB-2 Board Informational Items**

None

**OB-3 Volunteer Association Bylaws Update**

Volunteer Services Chief Deters reported that Volunteer Association President Kearney, Chief Charlton and he had met regarding the updates for the Volunteer Association Bylaws as reviewed by legal counsel. Basically, the bylaws were rewritten and were more in-tune with what the Association was doing today. These will be presented at next month's Volunteer Association meeting.

#### **OB-4 Annexation Update**

Chief Charlton reported that the action items to be presented at Boring Fire District's board meeting on December 20 would be to certify the election results, transition from a Board of Directors to a Board of Trustees and to transfer all of the assets, funds and deeds. The Board would also be requested to authorize to terminate or amend IGAs and contracts. The Contract for Service would remain in place until the total annexation was completed.

There was also a transfer of the Boring Fire PERS credit to Clackamas Fire that both Boards would need to sign. Approximately \$650,000 would be transferred.

In January, the County Commissioners would be certifying the election regarding the Boring Fire District election measures. In February, Clackamas Fire would begin staffing Station 19 with career firefighters 24/7. Both Boards were working very hard to meet the February 28, 2017 deadline for completion of the annexation to enable those Boring Fire District Directors who would like to run for the Clackamas Fire District openings enough time to submit their intentions to the County Elections Division by the March 8 deadline.

Chief Charlton shared that staff would be confirming with the Dept. of Revenue that all properties get placed on the Clackamas Fire District tax rolls.

Director Syring asked about the resolving of the Volunteer Life Member Insurance issue. Chief Charlton shared that \$126,000 had been budgeted. These funds would be dispersed to 40 members. There were 23 members currently on the policy and 17 could have qualified. The funds may be able to be dispersed as early as January. Each member will be sent a release, which will need to be signed prior to the release of the funds.

Director Wall asked about the remaining tax dollars. Chief Charlton explained that Boring Fire District had received all of the funds from LGIP. The expectation was that they would legally be integrated in February. Director Wall asked how the funds could legally be received prior to July 1. Chief Charlton shared that legal counsel confirmed that this could be done as long as both Boards and the County Commissioners took action. Boring Fire District would still need to have one last audit.

#### **OB-5 Board Committee/Liaison Reports**

##### **Clackamas County Coordinating Committee – C-4**

Director Blanton reported that at the last C-4 meeting the bylaws were discussed. Some of the cities in the urban growth boundaries have requested that only the cities within the boundaries be allowed to vote.

Discussion also included whether a County Commissioner should be on the C-4 Board and be a co-chair.

### **Foundation Liaison**

Director Blanton thanked Volunteer Services Chief Deters, Volunteer Association President Kearney, Administrative Technician Peggy Gitts-Hauck and Op Santa Warehouse Manager Volunteer Jeremy Neel for all of their hard work. It was another huge effort and they did a great job. The inclement weather got in the way, but it all got done. Op Santa provided food and toys for over 300 families. Volunteer Services Chief Deters shared that 394 families were helped this year.

President Joseph shared that the work of Op Santa was appreciated throughout the community.

DC Karn recognized Susie Deters for her hours of helping at the Op Santa warehouse.

### **Interagency Committee**

Director Trotter reported that on November 29, the Committee met with the new Milwaukie City Manager and two city councilors. Chief Charlton reported on Op Santa, the emergency radio bond and annexation. They shared about redoing the sidewalks in the city and the new library architect and the plans for redoing the library. The next meeting will be in March.

Chief Charlton shared that discussion also included the purchase of a new emergency generator for Station 2. Clackamas Fire has purchased the generator, which will be installed within the next three months. The City will site and permit the generator. The City was asked if they would be applying for a seismic grant and the City Manager replied that the City wasn't ready to apply at this time.

### **Volunteer Association Liaison**

Director Syring reported that there was no Volunteer Association meeting in December due to Op Santa. He thanked Volunteer Services Chief Deters and Volunteer Jeremy Neel for all of the work they did. Volunteer Services Chief Deters and staff stayed until midnight on Wednesday, December 14, to get the requests filled and ready for distribution.

## **VIII. INFORMATIONAL ONLY**

### **A. Divisional Reports**

#### **R-1a Chief's Report**

Chief Charlton shared that the previous week had fairly significant weather in the area. He thanked staff, the firefighters and volunteers for going above and beyond in getting through the weather issues and all that needed to be done.

There was a threat for localized urban flooding due to the bad weather as temperatures warm up. Sand bag stations include Stations 4, 14 and 18.

Chief Charlton thanked all who participated in Op Santa. This year was an entire organizational effort due to the weather as all divisions and many crews helped at the warehouse. The District was able to distribute items to DHS on 82<sup>nd</sup> Drive, the NW Family Services and the Wichita Community Center. Thousands were helped this year through Op Santa.

### **R-1b Administrative Services Division**

As presented. DC Karn reported that many testing process took place during the month.

### **R-1c Emergency Services Division**

As presented. DC Corless reported that the purchase of the apparatus was going well. Two water tenders were delivered and the third one would arrive after the first of the year. A Type 3 engine would be arriving after the first of the year. At the end of January, the final inspection will be made on the first Type 1 engine.

Director Blanton commented on the incidents mentioned in the report. There were two fatalities in November. He was very proud of the crews for their dedication and the District for training crews to handle these type of calls.

### **R-1d Financial Services Division**

Finance Director Day reported that a handout had been distributed regarding account balances by month. This would help answer Director Blanton's question from last month regarding the spiking of balances. In July 2015, \$2.5 million in urban renewal funds was returned to the District, which accounted for the large amount showing. She explained that it wasn't really a spike, but was carried forward to each succeeding year. Some of the spending was less during those years.

To date, \$36 million had been received in property tax revenues. To date, 86.2% had been of tax revenues had been received. Spending levels were at 46%.

### **R-1e Fire Prevention**

As presented. FM Whiteley shared that December was a busy month with fire investigations. Usually, two to three investigators were needed on a scene.

President Joseph shared that the Fire Prevention Division has done a great job reaching out to Estacada Fire in regards to the IGA for services that we provide to them.

### **R-1f Volunteer Services**

Volunteer Services Chief Deters reported that training included multi-company evolutions. EMS training focused on EMS hemorrhage control. Volunteers helped with the career AO testing. New recruits began their duty shifts on December 1.

Station coverage included:

Station 12 – 12/30

Station 13 – 17/30

Station 18 – 14/30

Station 19 – 15/30

Rehab/Water Tender Group – 29/30

Volunteer Services Chief Deters reported that there were a few personnel changes. These included:

Volunteer A/O Randy Powers and Volunteer A/O Andrew Chapman were hired by Clackamas Fire.

Volunteer A/O Nicole Aden was hired by Clark County.

Volunteer A/O Paramedic Alex Ovchinnikov was hired by Polk County.

Volunteer A/O Paramedic Daniel Johnson and Volunteer PFF Paramedic Holly Low were hired by TVFR.

Volunteer Services Chief Deters thanked Chief Charlton for delivering all of the remaining goods to various agencies from Op Santa, DC Karn for shopping for a family where the children hadn't been listed on the request form and to Volunteer Association President Kearney for all of the work he did for Op Santa.

Association President Kearney reported that Op Santa was truly a community involvement. He thanked Volunteer Larry Jenson for helping him set out the parade signs and Chief Charlton for his work on the Volunteer Association Bylaws.

**B. Correspondence**

Noted.

**C. Informational Items**

Noted.

**D. Next Meeting**

The next meeting will be Monday, January 23, 2017 at 6:30 pm at the Mt. Scott Fire Station.

**IX. ADJOURNMENT**

The regular meeting adjourned at 7:54 pm.

Karen Strejc  
Executive Assistant

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**President Thomas Joseph**

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**Secretary Jim Syring**



*To safely protect and preserve life and property*

CLACKAMAS FIRE DISTRICT #1

**Agenda**  
**ANNUAL MEETING OF THE MEMBER OF THE CLACKAMAS**  
**EMERGENCY SERVICES FOUNDATION**

**Monday, January 23, 2017**

**Mt. Scott Fire Station**

**6:30 PM**

- 1. Recess Board Meeting**
- 2. Call to Order, open meeting: Board President Thomas Joseph**
- 3. Discussion and Approval of Foundation 2017 Budget**
- 4. Close Annual Meeting of the Foundation**
- 5. Reconvene Board Meeting**

# Memo

**To:** Board of Directors

**From:** Fire Chief Fred Charlton

**CC:**

**Date:** 1/19/2017

**Re:** Clackamas Emergency Services Foundation – Meeting of the Member

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## **Action Requested**

Request Board approval of the proposed 2017 annual operating budget for the Clackamas Emergency Services Foundation.

## **Background**

The sole member of the Clackamas Emergency Services Foundation (Foundation) is the Board of Directors for Clackamas Fire District #1. Per the Bylaws of the Foundation, the member has the sole and exclusive right to (a) approve annual operating, cash and capital budgets; (b) appoint trustees, provide insurance and provide staff, legal and financial support; (c) appoint the Fire Chief and other employees of the District as Ex-Officio voting trustees.

A finance sub-committee was formed to review the revenues and expenditures of the Foundation and create a proposed budget. The budget was presented to the Board of Trustees at their November 22, 2016 meeting and was adopted.

## **Budget Implications**

There are no identified budget implications at this time.

## **Recommendation**

Request the Board approve the proposed 2017 annual operating budget for the Clackamas Emergency Services Foundation.

# Clackamas Emergency Services Foundation

## Budget - Calendar Year 2017

January 1 -- December 31, 2017

	Budget 2016	Budget 2017
<b>Revenue:</b>		
<b>Fundraising Events</b>		
Golf Tournament	\$ 30,000.00	\$ 12,500.00 a)
Dinner Auction	40,000.00	40,000.00
Payroll Contributions	6,400.00	6,600.00
Donations	8,000.00	8,000.00
Interest Income	300.00	600.00
<b>Total Revenue</b>	<b>\$ 84,700.00</b>	<b>\$ 67,700.00</b>
<b>Expenses:</b>		
<b>Fundraising Expenses:</b>		
Golf Tournament Expenses	\$ 20,000.00	\$ 6,000.00 b)
Dinner Auction Expenses	15,000.00	13,000.00
<b>Operating Expenses:</b>		
Meeting Meals	-	150.00
Credit Card Fees	600.00	600.00
Bank Service Charges	-	-
Professional Fees	525.00	550.00
Dues & Subscriptions	150.00	150.00
Advertising/Promotion	100.00	100.00
Print/Photocopy Expenses	50.00	50.00
<b>Foundation Mission Related Expenses:</b>		
Scholarships	5,000.00	5,000.00
AED Grants	10,000.00	10,000.00
Community Emergency Assistance	8,000.00	8,000.00
Operation Santa Claus	9,150.00	9,200.00
Community Support	40,000.00	20,000.00
<b>Total Expenditures</b>	<b>\$ 108,575.00</b>	<b>\$ 72,800.00</b>
<b>NET</b>	<b>\$ (23,875.00)</b>	<b>\$ (5,100.00)</b>

a) Actual Rev of \$25k shared with Oregon Impact

b) Actual Rev of \$12k shared with Oregon Impact



## Clackamas Fire District #1

# Memo

**TO:** Clackamas Fire District #1 Board of Directors  
Fire Chief Fred Charlton  
**FROM:** Volunteer Services Chief Steve Deters  
**DATE:** 1/18/2016  
**RE:** Volunteer Association Bylaws

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### Action Requested

Staff requests the Clackamas Board of Directors approve the Volunteer Association Bylaws.

### Background

The Clackamas Volunteer Firefighters Association operates with the permission of the Clackamas Board of Directors. The last amended bylaws were approved in 2012 by both Boards, when the Boring Volunteer Association and the Clackamas Volunteer Association were merged together to form one association operating in two districts.

The bylaws were a culmination of all other versions of the bylaws to that point and incorporated the best of the previous versions. It accommodated all the stake holders at the time in both Clackamas and Boring Fire Districts.

When the ballot measures regarding annexation were approved for the November 8, 2016 election the Association decided changes were needed in the bylaws to better reflect how the Association would operate in the event that all the measures received voter approval. These would be changes that could be sustainable for the foreseeable future. Below is a time-line of the process that has taken place in preparation of the bylaws being presented to the Board.

**October** - The new bylaws were presented to the Association membership.

**November** - The membership voted on and passed the bylaws contingent upon voter approval of the ballot measures. Bylaws were sent to Chief Charlton, Volunteer Services Chief Deters and Clackamas Fire District Legal Counsel.

**December** – Chief Charlton, Volunteer Services Chief Deters and Association President Kearney met and discussed the minor verbiage changes suggested by counsel. Modifications were made.

**January** – Bylaws presented to the Clackamas Fire District Board of Directors.

### Recommendation

Clackamas Fire Volunteer Association and staff recommend approval of the Volunteer Association Bylaws as presented.

CLACKAMAS VOLUNTEER FIREFIGHTERS ASSOCIATION  
BYLAWS  
(Adopted November 7, 2016)

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## **Article 1: ORGANIZATION**

### **Section 1: Governance of Volunteer Association**

- A. The Clackamas Volunteer Firefighters Association functions with the permission of the Board of Directors of Clackamas Fire District #1 which utilizes our services. Rules and regulations applicable to volunteers of the Fire District shall apply to the members of the Volunteer Association. These Bylaws are for the Clackamas Volunteer Firefighters Association. Hereafter, they are referred to as either the Volunteer Association or the Association.

### **Section 2: Purpose**

- A. The purpose of the Volunteer Association is to support District volunteers and represent the interests of District volunteers at public relations events or District events and to assist in recruiting efforts.
- B. The Fire District shall establish volunteer duties and responsibilities while the Association member is volunteering for the District. Such duties shall include: staffing, operating, and maintaining fire and EMS equipment and apparatus; providing protection for the accident, fire and medical emergencies and mitigating the impact of such emergencies; as well as providing volunteer representation at District events.
- C. The Volunteer Association shall be comprised of the volunteer members in good standing of Clackamas Fire District #1. The Volunteer Association may admit as many members as the Fire Chief or the Chief's designee deems necessary.
- D. \*This Association is organized exclusively for charitable and educational purpose within the meaning of section 501(c) (3) of the Internal Revenue Code.
- E. \*No part of the net earnings of this Association shall ever inure to or for the benefit of or be distributable to its members, trustees, officers, or other private persons, except that the Association shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes for which it was formed.
- F. \*Notwithstanding any other provisions of these Bylaws, the Association shall not carry on any other activities not permitted to be carried on by an association exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986.

### **Section 3: Duties, Conduct and Discipline**

The Fire District's rules and regulations, policies and procedures, FRP's and SOP's which are applicable to volunteers shall govern the duties and conduct of all Volunteer Association members.

### **Article 2: MEMBERSHIP**

#### **Section 1: Application for Membership**

- A. Each application for membership shall be on a Fire District application form or submitted online.
- B. No fees paid to the Fire District or the Association for applications are required.
- C. In order to become a member of the Association, an individual must first be a volunteer member in good standing with the Fire District.

#### **Section 2: Categories of Membership & Meetings**

##### **A. Categories**

- 1. Probationary Member
- 2. Suppression/Support Member
- 3. Life Member

##### **B. Probationary Member**

A Probationary Member is a new volunteer with the District and shall serve a minimum probationary period of twelve months beginning with the training period. A Probationary Member is not a voting member.

##### **C. Suppression/Support Member**

##### **1. Requirements of Suppression / Support Member**

- a. Are expected to be proficient in firefighting and emergency skills as required by the Fire District.
- b. Staff fire stations and emergency apparatus as needed, or respond directly to an emergency scene as allowed or requested by an officer of the Fire District.

- c. Are voting members.
- d. The Fire District may limit the number of members to be carried as Support Only Members.
- e. Support Only Members must meet the training requirements of their category.
- f. Suppression Members who wish to be accepted as Support Only Members must file a request in writing to the Volunteer Services Battalion Chief. Requesting members may be transferred to a Support Only Member category subject to the Volunteer Services Battalion Chief's discretion. The member may be required to attend the next Support Volunteer Academy.

### **3. Training and Attendance Requirements for Suppression / Support Members**

- a. The Fire District rules, regulations, policies, procedures, FRP's and SOP's applicable to volunteers shall govern all Association member training attendances.
- b. Association Members must notify the Volunteer Services Battalion Chief, in writing, if they are requesting a change in status, for example: leaves of absence, medical leaves, or extended absences for other reasons that may impact training and duty shift requirements. This includes when a Member will be out of the Fire District for an extended period that will impact training and duty shift requirements.

## **D. Life Members**

### **1. Requirements for Life Membership**

- a. A Life Member must have been a member for at least ten years and is no longer an active member. The exception to this service requirement is a member who, for medical reasons, can no longer meet the requirements of a Suppression/Support Member. The Volunteer Services Battalion Chief shall make a recommendation to the Volunteer Association Board for the placement of members into the Life Member category. The Volunteer Association Board makes the final decision regarding whether a requesting member qualifies as a Life Member.
- b. Subject to Article 8 of the bylaws, regarding amendment of the bylaws, the Volunteer Association may amend the requirements for Life Membership.
- c. A Life Member is subject to the same rules and regulations that govern all volunteer members of the Volunteer Association.

- d. A member must request, in writing, to be placed at the Life Member status. This status is granted once a member has met the criteria above. The Volunteer Services Battalion Chief shall recommend acceptance or denial of a Life Member request to the Volunteer Association Board.

## **2. Benefits and Privileges**

- a. A Life Member is allowed in Fire District facilities only when accompanied by a current Suppression/Support member or other Fire District personnel.
- b. In recognition of their service, a Life Member will be presented with a shadow box which will contain memorabilia of their choosing.
- c. Life Members may attend and participate in Volunteer Association meetings and social activities.
- d. Life Members are not voting members.

## **E. Association Meeting Attendance**

1. Members are encouraged to attend and participate in all Association meetings.
2. There will be a General Association meeting on the first Monday of January, March, June and September. In the event that a holiday falls on the General Association meeting date, the General Association meeting will be held the following Tuesday. These meetings will start with drill, for which drill credit will be given. Following the drill, the quarterly Association meeting will be held. In the interim months, the Association Board will meet to conduct business on the first Monday of the month. If a holiday should fall on one of the Association Board meeting days, the Executive Board will meet the following Tuesday. The Association membership is invited to attend the Executive Board meetings. No drill credit will be given for these Executive Board meetings.

## **F. Participation**

Members are required to maintain their activity level, in accord with their category, as outlined in the Fire District's Volunteer Participation Matrix (attached as Exhibit A).

## **Article 3: REIMBURSEMENT**

### **Section 1: Acknowledgement**

The Volunteer Association recognizes and supports the reimbursement system that is outlined in the Fire District's policies, under the accountable plan.

## **Article 4: ELECTED ASSOCIATION OFFICERS**

The elected officers of the Clackamas Volunteer Firefighters Association shall consist of a President, Vice President, Secretary, Treasurer, and Sergeant at Arms, which shall comprise the Executive Board. The term for each of these officer positions shall be one year. Candidates shall be nominated at the regular March meeting, elected at the regular June meeting, installed at the beginning of the July meeting, and officially assume their responsibilities at that time. Active volunteers in good standing with the District, who have been serving for at least one year, shall be qualified to serve as an Association officer. A nominee must be present at the March meeting to accept the nomination. An Association officer shall not hold the same office for more than four consecutive full terms. In the event that a mid-term vacancy occurs among the Association officers, the members of the Association will, at the next general Association meeting, nominate one or more persons to fill the vacancy. At the same meeting a special election will be held to select the replacement officer(s). The elected individuals will assume their positions as soon as elected and will serve out the remaining term of the position.

### **Section 1: Duties of Elected Officers**

#### **A. Duties of Elected Officers of the Volunteer Association**

1. President: Shall preside over all Association meetings. Shall appoint all standing and special committees. Shall represent the volunteers before the Board of Directors of the Fire District. May designate others to perform such duties, except the duties of Presiding Officer. Shall maintain order at all gatherings. The President shall be a member on all volunteer committees.
2. Vice President: In the absence of the President, shall perform all duties of the President.
3. Secretary: Shall keep the minutes of all meetings. Shall store them on file in the Volunteer Services Battalion Chief's office and shall cause them to be posted online.
4. Treasurer: Shall forward all money, vouchers, receipts, and other property of the Volunteer Association to the Fire District administrative office for deposit. Shall present all bills and claims against the Volunteer Association to the membership for approval before submitting them for payment and presentation for signature by two authorized members. The Treasurer shall serve without bond. At each meeting, the



Treasurer will report at each meeting the financial status of the Association. The Treasurer will retain and file copies of all statements and other pertinent data and make them available at each meeting.

5. Sergeant at Arms: The Sergeant at Arms shall assist the President in maintaining order at meetings and shall serve as a member of the Executive Board.
6. The above officers will constitute the Executive Board.

## **Section 2: Compensation of Elected Officers**

All officers and members of the Volunteer Association shall serve without compensation or bond from the Association.

## **Section 3: General Association Meetings**

- A. General Association meetings are held the first Monday of each quarter. All regular and special meetings shall be conducted under established rules of Parliamentary Procedure as recommended in Roberts Rules of Order. The general membership is encouraged to attend, participate and, if eligible, to vote. The following order of business is recommended for conducting the meetings.
  1. Open meeting
  2. Flag ceremony
  3. Guests, Chief Officer's report
  4. Acceptance of minutes
  5. Correspondence
  6. President's Report
  7. Committee reports
  8. Unfinished business
  9. New business
  10. Good of the Association
  11. Adjournment
- B. During the months in which no General Association meeting is held, the Executive Board will meet to conduct business as outlined in these bylaws. This meeting will be open to all members, however, participation by the members will not occur other than to bring forward requests for donations. Members of the public may also appear at these Board meetings to request donations. The Board will act upon these requests as authorized in these bylaws.

## **Article 5: COMMITTEES**

### **Section 1: THE BOARD**

The Board may call upon help from the membership from time to time to establish special committees as the President deems necessary.

## **Article 6 FUNDS, EXPENDITURES, and DONATIONS**

### **Section 1: Funds, Expenditures, and Donations**

- A. Funds for the operation of the Volunteer Association shall be derived from lawful activities of the Association, donations or other sources as approved by the Board. The Fire District will maintain oversight of the Association's transactions.
- B. \*Donations received for public purposes shall be utilized only for public purposes.
- C. The Executive Board is authorized to spend up to \$5,000.00, per expense, without general membership approval. Such expenditures must be reported and explained to the general membership at the next general membership meeting. Any request for funds over \$5,000 must be approved by a majority vote at a general membership meeting. Between Executive Board and General Association meetings, the President and the Vice-President are each authorized to spend up to \$500.00 each for requests that satisfy the purposes of the Association. Such expenditures must be reported and fully explained at the next Executive Board or General Association meeting.
- D. No Association funds shall be used in support or opposition to any political platform, election, initiative or referendum, candidate or person holding political office or in support or opposition of any religious group.

## **Article 7: DISPOSITION OF PROPERTY**

In the event the Clackamas Volunteer Firefighters Association should dissolve, after paying or adequately providing for the debts and obligations of the Association, the remaining assets, official records, property, securities, etc. shall be turned over to the Board of Directors of Clackamas Fire District #1.

## **Article 8: VOLUNTEER ASSOCIATION VOTING REQUIREMENTS**

### **Section 1: Bylaws Amendment Vote**

These bylaws may be amended at any General Association meeting by a 2/3 majority vote of the eligible voting members present, provided that a written notice of the proposed amendment(s) is given at the previous quarterly General Association meeting.

### **Section 2: Membership Voting**

A. All voting is by members present at scheduled quarterly General Association meetings.

Notwithstanding the voting requirements in Article 8, Section 2(A), under emergency circumstances, two or more Board members may call for a vote by e-mail to all General Association members with at least seven days notice. In the event that this is necessary, the emergency circumstances will be fully explained in the e-mail. General Association members will be notified by e-mail as to the results. If this method of voting is employed, a simple majority of the voting members will be required. This method of voting cannot be used to amend the bylaws. Any expenses approved using this emergency voting procedure are limited to \$5,000 per year and must be ratified by the Executive Board at the next Executive Board meeting.

\* Note: Some sections of the bylaws have been adopted to satisfy IRS requirements for the Association's tax exempt and non-profit status. Sections indicated by an asterisk (\*) should only be amended after consideration is given to the appropriate IRS rules.

## Appendix A Volunteer Categories

	<b>Support A</b>	<b>Support B</b>	<b>Combat A</b>	<b>Combat B</b>
<b>Who</b>	Rehab/Support Command Bus & Chaplain	Rehab/Support Tender Ops & Wildland (Ltd)	Combat FF	Combat FF
<b>Required Duty Shifts (minimum)</b>	3 - 12 hr shifts per month	3 - 12 hr shifts per month	2 - 12 hr shifts per month	5 - 12 hr shifts per month
<b>Drill</b>	1 per month	1 per month	3 per month	3 per month
<b>Points</b>	2 pts for every 2 hrs of service (combo of calls, standbys, drills, duty shifts & PR)	2 pts for every 2 hrs of service (combo of calls, standbys, drills, duty shifts & PR)	1 pt for every 2 hrs of service (combo of duty shifts, drills, standby & PR)	1 pt for every 2 hrs of service (combo of duty shifts, drills, standby & PR)
<b>Eligible to Test</b>	Yes, if qualified	Yes, if qualified	Yes, if qualified	Yes, if qualified
<b>Pref Pts Avail</b>	None	None	5 points	10 points
<b>Academy &amp; Certification</b>	Rehab & Support	Rehab & Support Mobile Water Supply Wildland	Fire Fighter I, Hazmat Awareness, First Responder, Driver, Wildland FF	Fire Fighter I, Hazmat Awareness, First Responder, Driver, Wildland FF
<b>Academy &amp; Certification</b>	CPR / First Aid	CPR / First Aid	Required EMT-B certified by end of 2nd yr	Required EMT-B certified by end of 2nd yr
<b>Req. Physical</b>	Support Physical	Support Physical	NFPA FF Physical	NFPA FF Physical
<b>Benefits &amp; Eligibility</b>	LOSAP Mileage Uniforms Vol Assoc Member Education Reimb Temp Labor Pool	LOSAP Mileage Uniforms Vol Assoc Member Education Reimb Temp Labor Pool	LOSAP Mileage Uniforms Vol Assoc Member Education Reimb Temp Labor Pool	LOSAP Mileage Uniforms Vol Assoc Member Education Reimb Temp Labor Pool

**Clackamas Fire District #1**

# Memo

**TO:** Clackamas Fire District #1 Board of Directors  
**FROM:** Fire Chief Fred Charlton  
**DATE:** 1/19/2016  
**RE:** Termination of the Contract for Service with Boring Fire District #59

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**Action Requested**

Request The Board To Terminate the 2014 Agreement for Fire Protection and Emergency Medical Services between Boring Fire District #59 and Clackamas Fire District #1.

**Background**

This agreement was mutually entered into by Boring Fire District #59 (Boring Fire) and Clackamas Fire District #1 (Clackamas Fire) on July 1, 2014 with a term of five (5) years. On November 8, 2016, voters within both Fire Districts voted to approve Measures 3-493, 3-494, and 3-503 regarding the dissolution and annexation of Boring Fire into Clackamas Fire. Section 12 of the agreement states, "Except as otherwise herein, this Agreement may be terminated by either party as of any year during the term of this Agreement by giving twelve (12) months prior, written notice to the other party. This agreement may be terminated with less than twelve (12) months' notice upon mutual agreement of both parties."

The Boring Fire Board of Trustees will be asked to approve the same business item at their February 6, 2017 meeting to ensure the final Dissolution Order can be signed and forwarded to the Board of County Commissioners.

**Recommendation**

Staff is requesting that the Board terminate the 2014 Agreement for Fire Protection and Emergency Medical Services between Boring Fire District #59 and Clackamas Fire District #1 as a result of the legal integration of Boring Fire into Clackamas Fire.



**AGREEMENT TO TERMINATE INTERGOVERNMENTAL AGREEMENT FOR FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES**

THIS AGREEMENT TO TERMINATE is made as of the effective date stated herein below, by and between BORING RURAL FIRE PROTECTION DISTRICT NO. 59 (hereafter “Boring Fire”) and CLACKAMAS COUNTY FIRE DISTRICT NO. 1 (hereafter “Clackamas Fire”);

WHEREAS, Boring Fire and Clackamas Fire are parties to an intergovernmental “Agreement for Fire Protection and Emergency Medical Services” that went into effect on July 1, 2014 (hereafter the “IGA”). Under the terms of the IGA, Clackamas Fire has been providing fire protection, fire prevention, and emergency medical services to Boring Fire; and

WHEREAS, Boring Fire and Clackamas Fire (hereafter collectively the “districts”) have agreed to and received voter approval for the dissolution of Boring Fire and annexation of all of its territory by Clackamas Fire, thereby eliminating the need for continuation of the IGA; and Boring Fire has declared a dissolution of district.

NOW, THEREFORE, it is hereby mutually AGREED by the districts as follows:

1. Pursuant to section 12 of the IGA, the IGA is hereby terminated by the mutual agreement of the districts.
2. The effective date of such termination is February 6, 2017.

IN WITNESS WHEREOF, the undersigned districts have executed this Agreement to terminate as authorized respectively by the Boring Fire Board of Trustees and the Clackamas Fire Board of Directors.

BORING FIRE DISTRICT NO. 59

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

CLACKAMAS FIRE DISTRICT NO. 1

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

## Memorandum

**To: Board of Directors, Clackamas Fire District #1  
Chief Fred Charlton**

**From: Genoa Ingram**

**Date: January 9, 2017**

**RE: SDAO LEGISLATIVE DAY**

On Friday, January 6, I attended the Special Districts Association of Oregon's (SDAO) Legislative Day at the Salem Convention Center. Legislative Day used to be a regular event for SDAO but this was the first to be held in fifteen years. There were approximately 75 people in attendance and four speakers. The program is attached and a summary of key points follows.

**State Budget Forecast – Mark Landauer, SDAO Lobbyist** \$17.5 billion of Oregon's total \$20.8 billion budget is discretionary, including lottery funds. The remainder represents dedicated funds such as gas taxes, etc. which are earmarked for specific programs.

Going into the 2017-19 biennium, Oregon's general fund and lottery revenues are projected to grow by \$1.3 billion. However, the cost to fund the current level of state services is projected to grow by \$2.7 billion, leaving a \$1.4 billion shortfall. Among the main drivers of this cost growth are:

- Increased state responsibility for healthcare costs, including the State's share of the cost to fully implement the Affordable Care Act after federal funds for start-up go away, as planned (\$1 billion);
- Increased state responsibility for funding public education by \$781 million; and
- The Public Employee Retirement System (PERS) unfunded liability in the aftermath of the Supreme Court's June 2015 decision striking down key elements of PERS reform (\$354 million).

Additionally, after the 2016 General Election, the projected shortfall for the 2017-19 biennium that was previously \$1.4 billion grew to more than \$1.7 billion.

This increase was caused by the fiscal impact of ballot measures that specify and redirect state spending, totaling \$357 million: \$19 million for services to veterans; \$294 million for career and technical education; and \$44 million for Oregon Outdoor School. These figures are also quoted in the supplement to the Governor's Budget, "[Strategic Investments for Challenging Times: 2017-19 Governor's Recommended Budget](#)".

The Governor's Budget also includes \$897 million in new revenue (increases in tobacco tax (\$3.9 million), liquor tax (\$3.5 million), and personal income tax (\$177 million)); however, the legislature must have a "super majority" (36 in the House and 18 in the Senate) to enact any new revenue measures. The Senate recently lost its super majority, making any new revenue generator stoppable in the Senate.

There is one unknown that has yet to be resolved: the question of whether repealing a tax credit requires a super majority. It has become a partisan issue with Republicans claiming that any repeal of a credit constitutes a tax increase and requires the two-thirds vote; conversely Democrats argue that it is not an increase and a simple majority will suffice. There are differing legal opinions and the question is very likely to generate litigation.

**PERS Overview – Steve Rodeman, Executive Director, PERS** Steve's presentation closely followed the attached PowerPoint and focused primarily on how calculations are made (first several slides) and how the State found itself with such a large PERS obligation. The last slide focuses on possible legislative remedies and illustrates possible savings from each. Each of the proposed solutions represents a reduction in benefits. Steve made it very clear that he was not advocating for any one solution and did not confirm that any of the specific proposals were actually being introduced in 2017. He also offered to give a presentation to any public body upon request.

**Tobias Read, Oregon State Treasurer** Tobias appeared briefly on his way to be sworn in as State Treasurer. He noted that 963 local governments banked with the State Treasurer and that interest on those accounts had increased to 1.15 percent, double from two years ago. He emphasized his open door policy before leaving to be sworn in.

### **2017 Legislative Session: Hot Topics, Issues Affecting Districts, and SDAO Priorities**

Hasina Squires provided an overview of the election and focused on Governor Kate Brown's rise to the office of Governor. She noted that Governor Brown was required to run for Governor in 2016 since she was appointed to the position, but would have to run again in 2018 since that election will be for the new (full) term. In order to win in 2018, Hasina stated that the Governor will have to deliver in several areas including public records, ethics, and transparency in government, as well as in transportation and other policy areas. It will be difficult to accomplish bi-partisan support of major issues during the 2017 session due to the rancorous and expensive Measure 97 campaign. Hasina also emphasized, as did Mark Landauer, the question of whether repeal of a tax credit required a super majority.



Mark Landauer listed specific pieces of legislation that could impact Special Districts. He reiterated that SDAO only actively lobbies those pieces of legislation which impact large numbers of districts statewide. In 2017, the following issues are anticipated to be of primary concern for SDAO:

**Recreational Immunity** For some time, the policy has been that public bodies were immune from prosecution for injuries sustained on public property. However, in a recent case, the plaintiff sued the employees personally. SDAO has introduced two pieces of legislation for 2017, one in the House and one in the Senate, relating to indemnification of public employees.

**Public Records** A work group that includes representatives from cities, counties and special districts has been meeting throughout the interim to focus on issues surrounding public records requests. Three issues are key: the cost for obtaining public records, the number of exemptions to public records disclosure laws, and the timeline to respond to such requests. SDAO is advocating for five days to acknowledge receipt of a public records request and ten days to produce the records. However, there are several triggers that stop the clock including a request for clarification from the public body and notification of cost (pending response from requestor to go forward). SDAO is also seeking an exemption from the timeline for all-volunteer districts. There will also likely be legislation creating a Public Records Ombudsman, most likely within the Secretary of State's office or the Department of Justice. (Enforcement currently resides via the circuit court.)

**Franchise Fees** The problem stems from when the City of Phoenix asked the Rogue Valley Sanitation Services District to annex and provide services to the City. The City then charged a franchise fee which is a charge to utilities to have services within the public right-of-way. The focus in 2017 will be on capping or otherwise limiting those costs.

**Urban Services Agreements** This issue impacts fire, sewer, water, and parks and transportation districts, and would apply to cities under periodic review to expand their boundaries. If passed, legislation would require cities to have agreements with service providers prior to annexation. SDAO is working with the Associated Oregon Counties on this issue.

**Public Contracting** Legislation is anticipated that would repeal the qualified Based Selection (QBS) process for projects exceeding \$100,000. Under QBS, selection is based on qualifications rather than price.

**Public Notice** Legislation will be introduced to allow organizations such as SDAO to dedicate a page on its website for public notices for public meetings. The newspaper lobby is expected to oppose this concept.

**Transportation Funding** Funding for roads, bridges, and other transportation infrastructure is a priority for Governor Brown. In order to secure the votes needed to pass a funding package, it is expected that Republican legislators will seek a trade-off in the form of a repeal (or at least a relaxation) of the carbon fuel standard.

**Water Issues** A number of water issues are anticipated for 2017 including:

- Water right transaction fees
- Measured reporting
- Groundwater levels
- Drought
- Wastewater management (fee-related)
- Funding for septic repair

Toll Free: 800-285-5461

P.O. Box 12613  
Salem, OR 97309

SDAO  
SPECIAL DISTRICTS  
ASSOCIATION OF OREGON



2017 Legislative Day  
January 6, 2017

SDAO  
SPECIAL DISTRICTS  
ASSOCIATION OF OREGON



# Agenda

- 10 a.m.**      **State Budget Forecast/Shortfall, SDAO Legislative Staff**
- 10:30 a.m.**    **PERS Update, Steve Rodeman, Executive Director, PERS**
- 11:30 a.m.**    **Tobias Read, Oregon State Treasurer - Elect**
- Noon**            **Lunch**
- 1 p.m.**            **2017 Legislative Session - Hot Topics, Issues Affecting Districts, and SDAO Priorities**

## Speakers



### **Tobias Read, Oregon State Treasurer - Elect**

Tobias Read is the Oregon Treasurer-Elect and most recently was a Democratic member of the Oregon House of Representatives, representing District 27. He was first elected to the chamber in 2006. He has served as House Speaker Pro Tempore and Majority Whip.

Read has been a legislative aide to Oregon State Representative Bryan Johnson and Development Officer for U.S. Treasury Secretary Lawrence H. Summers, Willamette University.

Read earned his bachelor's in politics and economics at Willamette University and his MBA from the University of Washington. His professional experience includes being a product developer for Nike, a founding board member of Hoopla and serving on the Advisory Board for Willamette University Athletic Department.



### **Steve Rodeman, Executive Director, PERS**

Steve Rodeman was appointed the Executive Director of the Public Employees Retirement System effective November 1, 2014. He is responsible for administration of the statewide retirement system serving more than 330,000 members, retirees and beneficiaries. Rodeman has served as the PERS Deputy Director since June 2008 and joined the agency in November 2001. Before becoming Deputy Director, he ran the agency's Policy, Planning & Legislative Analysis Division, providing policy development, strategic planning, government relations, and legal services management. Rodeman has an undergraduate degree from Humboldt State University and a law degree from Willamette University College of Law.



### **Hasina Squires, SDAO**

Hasina Squires is a graduate of Willamette University. Prior to joining SDAO, her work experience included working as a legal clerk for a large law firm, Victim Advocate for the Marion County District Attorney's office, Legislative Assistant for the League of Oregon Cities, serving as the City Administrator of Falls City, Oregon, and Vice President of Western Advocates Incorporated. Hasina has advocated on behalf of SDAO since 1995. Her portfolio includes issues related to finance and taxation, emergency communications, PERS, collective bargaining, workers' compensation, insurance, elections, and general government issues. Hasina has represented the needs and interests of various groups including SDAO before the Oregon Legislature for more than 12 legislative sessions.



### **Mark Landauer, SDAO**

Mark Landauer is a graduate from Whitman College in Walla Walla, Washington. He lived and worked on Capitol Hill in Washington D.C. for eight years and served as a Legislative Assistant to U.S. Senator Mark O. Hatfield for 4 1/2 years covering a variety of issue portfolios for the Senator. In 1998, he became a Lobbyist for the City of Portland covering housing, economic development, criminal law, fire, emergency communications, public contracting, urban renewal, transportation, finance and taxation among other issues. Mark also served as the interim director for the City of Portland's Office of Government Relations from September 2005 to February 2006. Since 2008, he has represented SDAO focusing on water and wastewater issues among others.



# Administrative Services Division

To: Chief Fred Charlton and the Board of Directors

From: Deputy Chief Jamie Karn

Re: Administrative Services Division Monthly Report – December 2016

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- Entry level and promotional testing processes.
- Boring Fire Annexation meetings and presentations.
- Operation Santa Activities.
- Labor/management meetings.
- ITS meetings and division planning.
- Emergency Services Division meetings.
- Law enforcement coordination meetings.
- Personnel issues and processes.
- Boring/Damascus/Eagle Creek Community meetings.
- BC4 shift Management and Emergency Response activities.
- Organizational Development planning meetings.
- Civil Service planning meetings.
- Standard Operating Policy review and updates.
- EMT recert training.
- Meeting regarding succession planning.
- Administrative Services staff meetings.

- Miscellaneous staff meeting.
- Helped at the District's warehouse for Op Santa.
- Helped coordinate the Winter Warming Drive for Feed the Hungry and the Clackamas Service Center.
- Coordinated the "Feeding the Hungry" dinner on December 11.

\* Emergency Services Foundation meeting minutes from November 22, 2016 are attached.



# CLACKAMAS EMERGENCY SERVICES FOUNDATION

11300 Southeast Fuller Road · Milwaukie, Oregon 97222 · tel: 503.742.2600 fax: 503.742.2800



## EXECUTIVE COMMITTEE

### OFFICERS

Don Trotter  
*President*  
Dennis Curtis  
*Vice President*  
Sherie Rosenbaum  
*Secretary/Treasurer*  
Fred Charlton  
*Ex-Officio*

### BOARD MEMBERS

John Blanton  
*Retired Oregon Dept. of Community  
College & Workforce Dev.*  
Rob Carnahan  
*Retired. CFDI – Honorary Trustee*  
Mark Cauthorn  
*Retired. CFDI*  
Fred Charlton  
*CFDI*  
Dennis Curtis  
*Clackamas Town Center*  
Gordon Day  
*Day Wireless Systems*  
Matt Ellington  
*Clackamas Co. Sheriff's Office*  
Angela Fox  
*Clackamas Review/Oregon City News*  
Ron Gladney  
*Benson Hotel*  
Andrew Gordian  
*IAFF Local 1159*  
Kyle Gorman  
*Retired CFDI*  
Bob Gross  
*McBride Construction*  
Jerry Kearney  
*Volunteer Association*  
Ed Kirchhofer  
*Retired. CFDI*  
Sherri Magdlen  
*Director of Dev. for Search & Rescue*  
Jim Osterman  
*Retired - Oregon Cutting Systems  
Honorary Trustee*  
Harvey Platt  
*Retired - Platt Electric Supply Inc.  
Honorary Trustee*  
David Rash  
*Liaison - Milwaukie Police Dept.*  
Sherie Rosenbaum  
*Stone Cliff Inn*  
Don Trotter  
*Retired Architect*  
Scott Vallance  
*Liaison - PEN'AN, Inc./CFDI*

## Meeting Minutes November 22, 2016

President Don Trotter called the meeting to order at 12:14 pm.

President Trotter thanked Sherie Rosenbaum for providing lunch.

**Present:** Trustees Don Trotter, John Blanton, Mark Cauthorn, Fred Charlton, Dennis Curtis, Gordon Day, Angela Fox, Ron Gladney, Kyle Gorman, Jerry Kearney, Ed Kirchhofer, Sherie Rosenbaum, and Fire District staff Christina Day, Karen Strejc, and Doug Whiteley.

### MINUTES

**Since there were no corrections to the minutes from the September 27, 2016 Board of Trustees meeting, the minutes were approved as written.**

### CORRESPONDENCE

President Trotter shared that he attended the Meg's Moments event in July and commented that it was well attended. He noted the public who received the life jackets were enthusiastic.

### INFORMATIONAL ITEMS

Jerry Kearney shared the location of the Op Santa Warehouse would be at the old Safeway off Hwy 212. Safeway donated the space. The family pickup days would be December 16 and 17.

John Blanton commented that the Clackamas Town Center Giving Tree had been partnering with Op Santa for the past 20 years.

### OLD BUSINESS

#### Finances

Finance Director Christina Day reported no profit from the golf tournament; however, the report wasn't completed yet. The net income was -\$5,599.82.

Kyle noted the Community Assistance fund had a negative balance and asked if funds needed to be transferred.

Additionally, Kyle commented that the credit card monthly charges were high. It was noted that Christina would look into the bank charges. Sherie commented that banks would only charge for one month for non-profit organizations to use credit card squares.

#### MISSION STATEMENT

"To provide humanitarian assistance to those who have been adversely affected by disaster, tragedy, injury or other misfortune, and to work towards preventing such misfortunes in our community."

### **Update on Foundation Dinner/Auction**

Matt Barney of Proper Planning has spent time on sponsorship packages. The prices have been raised: \$5,000 for Gold, \$2,500 for Silver, and \$1,250 for Bronze. There would no longer be a desert sponsor. The Clackamas Pipes and Drums and the Honor Guard would be combined to form one table for a sponsorship. The business table sponsorship would be \$500 and \$375 for personal sponsorship. The dinner ticket would cost \$50.

There was discussion in adding value to the packages, such as a table of 12 would become Gold sponsorship. The dinner/auction would be at The Aerie at Eagle Landing on March 11, 2017. It was noted the tent would be warmer for this auction. There would be additional items secured for the silent and oral auctions. The bar would be moved to another location, as there was concern the silent auction items couldn't be seen. The emcee would help in encouraging silent auction participation.

Dennis noted the "L" shaped room created challenges for the event. It was suggested to have spotters around the dining area during the oral auction.

Don suggested renting an additional tent in order to increase the venue space, and placing the auction items in the "L" shaped part of the room.

Table sponsorships were now available.

### **Update on Golf Tournament**

Angela suggested the Foundation could bring in more sponsorships, since Oregon Impact brought in more. It was suggested to reorganize for the following year.

Mark suggested changing the focus from "celebrity" to "public safety." The change in focus would be cost effective by no longer paying for the celebrities.

Dennis suggested not having celebrities.

Angela commented there was a lack in engagement.

Janelle noted only three to four people bid on each of the silent auction items. Angela suggested the auction items could have been closer to the registration area.

Don asked to form a committee to support in deciding whether the tournament would take place the following year and whether to continue partnering with Oregon Impact.

John asked why The Reserve charged for the celebrities to play.

Kyle suggested for the celebrities to be auctioned off. Janelle received feedback from people who didn't play in the tournament, but had played at The Reserve that they didn't enjoy playing there. Additionally, the feedback was that the staff wasn't helpful and guests weren't taken care of.

Don will send out an email asking who would like to be on the Golf Tournament Committee.



### **Sprinkler Grant Program Update**

FM Whiteley noted the previous Foundation meeting discussed the program. The program was recapped and concepts were brought forward to consider revising the grant. The grant offered support to homeowners to build homes with residential fire sprinklers.

The questions asked were whether the program was viable, provided enough funding, improved advertising, and formed partnerships with the community.

FM Whiteley suggested if the program continued, to either leave at two, \$1,000 awards; or one, \$2,000 award. Perhaps, the grants could be awarded to at-risk residents, such as senior citizens.

It was suggested to develop a criteria list. The alternative would be to have the Executive Committee approve fire sprinkler funds, if requested.

**Dennis Curtis moved to suspend the Sprinkler Grant Program. Ed Kirchhofer seconded the motion with an amendment to educate the company officers and fire inspectors on proposing at-risk situations they know of, to the Foundation. The motion passed with one negative vote from Jerry Kearney.**

### **Request for Funds**

*Feed the Hungry*

**Kyle Gorman moved and Gordon Day seconded the motion to approve funding for two Sundays for the Feed the Hungry Project in 2017 not to exceed a total of \$1,000. The motion passed unanimously.**

### **Budget Proposal Request**

Sherie received a bill from The Reserve for \$8,000, due to additional fees that weren't included in the golf tournament. The budgeted line item for the golf tournament was \$30,000.

#### *Investments*

Sherie noted a brokerage account could be opened with OnPoint Community Credit Union with an investment of \$50,000 and the fees would be waived. The account requirements would be: earn \$300 annually; three signers, two signers to conduct transactions, and frozen funds for 12 months.

**Kyle made a motion to approve the budget and authorize the finance officer of the Foundation to make modifications as needed, as discussed and to forward to members. Angela seconded the motion. The motion passed unanimously.**

### **Foundation Trustees Policy Manual Review**

Don reviewed the changes in the manual. The majority of the changes were noted on page 20 with the AED grants.

On page 5, Kyle noted to include coverage for Christina Day.

There was question as to whether contractors would be bound by ethics and confidentiality. It was noted there should be a policy for how to consider preparing a contract.

Don suggested for Kyle to draft up a policy in preparing a contract to be voted on at the January meeting. Don continued to review the policy manual changes. Any drafts of the changes were to be submitted prior to the meeting.

Sherie added that Kyle, Mark, and Ed were helping with the Finance Subcommittee.

**Lunch Sign-up for 2017**

Karen would email the list of Foundation meetings for 2017 to the Trustees to select a date if they would like to provide lunch for that meeting.

**Annual Giving Breakfast**

The Annual Giving Breakfast will be celebrating Operation Santa Claus on Friday, December 9 from 7:00 am to 9:30 am at the Monarch Hotel. The tickets cost \$25 and can be purchased online or by calling the North Clackamas Chamber of Commerce.

**MISCELLANEOUS**

The California Pizza Kitchen fundraiser will take place from November 28 to December 3. During this time, 20% of the proceeds from dine-in, take-out, catering, and alcohol would go towards the Foundation. The flyer needs to be given to the server. The Clackamas Rotary will be dining-in on November 29 to support the Foundation.

**NEXT MEETING**

The next Foundation meeting is scheduled for Tuesday, January 24, 2017 at noon at the Mt. Scott Fire Station.

**ADJOURNMENT**

The meeting adjourned at 1:43 pm.

Karen Strejc  
Executive Assistant

# Administrative Services Division

To: Chief Fred Charlton and the Board of Directors

From: Information Technology Director Oscar Hicks

Re: Information Technology Services Division Monthly Report – December 2016

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## **Initiated**

- Testing Support desk software to replace HelpSpot and NetDNA, possibly Ninite as well.
- Application deployment via AirWatch MDM
- NetMotion Warehousing and Virtualization

## **In Progress/On-going**

- Finalized Fleet Dept. Service Vehicle with CradlePoint Mobile Network to allow Fleet Mechanics to be more equipped with their mobile tools to repair apparatus in the field.
- Installed new MDC's with CradlePoint Mobile Network on E1/E3/M3/HR5/E7/T8/M16.
- Preparing to move forward with Installs of Mobile Network on all New incoming apparatus and New MDC's
- Deployed new workstations to Canby Fire with CF54s
- Setup and Installed all New MDC's in Canby Fire apparatus with CF54s
- Assisted Fleet with Fuel Cloud application remote upgrade of the new Firmware for better connectivity. "Diesel only"
- MDC Conversion to CF54 in units with Mobile Network "CradlePoint"
- AirWatch Upgrade for ease of deployment of apps "FuelCloud"
- Working with D. Doornink to develop new, enhanced web site and associated applications.
- PC health check for Logistics – ensuring quality of service
- PinPoint / eDrawer – Share Drive refresh (Document Management)
- Web presence updated to reflect multiple changes affecting the organization

- Completed Canby Fire AD Server and Exchange server configuration and testing, final changeover scheduled to be completed by 1/15/2017.
- Testing is ongoing for the HelpSpot replacement. LanSweeper fills all of the HelpSpot functions, with much better reporting, as well as replacing the functions of Net Notify, Net DNA and Ninite, allowing us to phase out the use those products within the year. Implementation is currently scheduled for the End of February.
- During December 2016 ITS fielded 68 requests VIA the Help Desk. *This does not include direct calls and email requests to ITS. This does not account for requests placed COB on Fridays (or on weekends) that took 48+ hours to be addressed.*

Resolution Speed			
Grouping	Requests	Median (hours)	Average (hours)
ITS - Accessories	-	-	-
ITS - Brochures / Flyers	-	-	-
ITS - Computer Issues	7	3.5	9.37
ITS - Desktop MAC Request (Move, Add, Change)	-	-	-
ITS - Email	7	4.68	8.25
ITS - Folder Access/Permissions	-	-	-
ITS - Forms	3	22.82	16.89
ITS - MDCs (Hardware/Software)	2	105.48	105.48
ITS - Multimedia and Audio Production	-	-	-
ITS - Password Change / Reset	-	-	-
ITS - Printers	10	10.14	30.03
ITS - Share Drive	-	-	-
ITS - Software	4	4.89	13.27
ITS - TeleStaff (connectivity)	-	-	-
ITS - Telecommunications	5	29.1	42.5
ITS - Website (Internal/External)	27	1.48	3.48
ITS - ePCR/FireRMS - (connectivity)	-	-	-
ITS - ePCR/FireRMS/Zoll	3	5.65	9.09

### **Completed**

- Data Center Refresh (SmartStack) setup pre-implementation planning
- PDCA meeting with OPS, Volunteers, DC Hari, DC Karn
- Reloaded workstations – Faulty workstations at Station 15, David Scheirman
- General monitoring and maintenance of WSUS, Sophos Enterprise Console, PRTG

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Deputy Chief Ryan Hari

**Re:** Emergency Services Division Monthly Report – December 2016

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- Continued work on apparatus purchases.
- Continued work on planning for the fleet maintenance center and station seismic upgrades.
- Began design work on Fire Station 16 project.
- Continued work with Clackamas County staff on collaborative co-location ideas
- Continued work on joint ventures with Estacada Fire.
- Participated in the monthly ESD meeting.
- Continued preparation for FY 18 budget.
- Continued work on LMC issues with Local 1159.
- Continued bargaining process with Local 1159 for Single Role Medic position.
- Worked on several personnel issues.
- Worked on the hiring process for Administrative Assistant.
- Worked on the Lieutenant testing process.
- Worked on Deputy Chief testing process.
- Worked on entry level Firefighter/EMT and Paramedic processes.

Respectfully submitted,

Deputy Chief Ryan Hari

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Division Chief David Scheirman

**Re:** Emergency Services Division Monthly Report – December 2016

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- Instructed Fire Officer Academy Tactics and Strategy with BC Carmony
- Interview panel for Training Chief
- Watched Demonstration for analytical software for response data
- Met with Estacada Fire to discuss future options for collaboration.
- Met with Deployment Task Force to look at options for service.
- Covered BC 4 one 10 hour shift
- Annual protocol update and test plus EMS continuing Education.
- Finished Instructor II documentation and commenced study for Fire Officer III/IV class.

### **North Battalion**

#### **A Shift - Battalion Chief Brian Stewart**

##### Notable Incidents

- 12/14 – Inclement weather – snow and ice - CFD1 ran 94 incidents in 12 hours (compared to an average of 38 incidents during the same time period over the previous three shifts)

##### Organization/Program/Project Activities

- Station and Apparatus audits
- Probationary AO evaluation
- Target Solutions
- Safety and other staff projects

**B Shift – Monthly report was not submitted**

**C Shift – Monthly report was not submitted**

### **South Battalion**

#### **A Shift – Battalion Chief Ken Horn**

- I did not respond to any significant alarms for the month of December
- Completed an Accreditation site visit for the Naval Station Newport Fire & Emergency Services, Newport RI.
- Completed medical physical.
- Started performance appraisals.
- Completed After Action Review for past apartment fire.
- Completed over 2 hours of EMS training on target solutions including EMS Protocol update.

## **B Shift – Battalion Chief Jonathan Scheirman**

- Made several station visits.
- Performed Station 10, 13, & 20 station audits with Captain Rector.
- Performed Station 3's station audit with Captain Slater.
- Evaluated Probationary AO practical.
- Worked on a grievance issue.
- Participated on the awards selection committee.
- December 23<sup>rd</sup> Burn Patient on McCubbin Rd. The patient was seriously burned when his burn barrel exploded. He was flown to the burn center for treatment.
- December 23<sup>rd</sup> Residential Fire @ 18976 Sprague Rd. The garage fire was held in check by a quick exterior attack by Lt. Roger Thompson and his Engine 11 crew until additional units arrived to complete the extinguishment.
- November 12<sup>th</sup> Residential Fire @ 13380 Beech St. Oak Grove. The fire was confined and controlled in the daylight garage of the residence.
- December 26<sup>th</sup> Fatal two car crash @ Redland Rd. and Fishers Mill Rd. This two car crash was a T-Bone style crash that resulted in the death of the loan occupant of the vehicle that was struck in the driver's door.

## **C Shift – Battalion Chief Oscar Ramos**

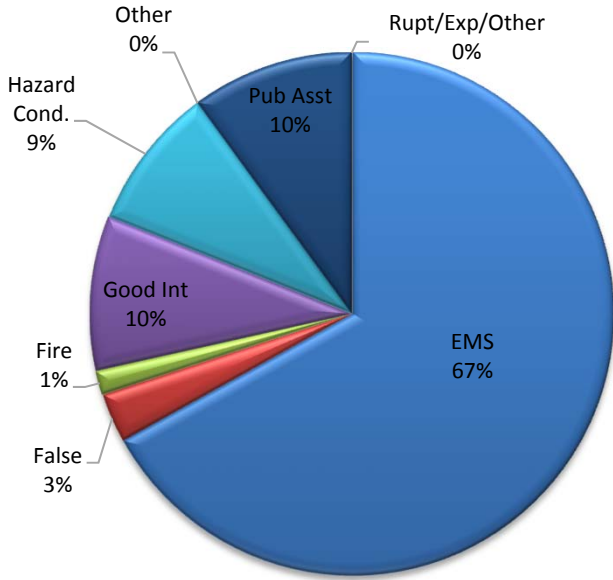
- Assisted with the Occupational Health provider RFP grading and interviews with Wellness Division
- Engine 10 had a small mechanical problem that caused a small fire on the undercarriage of the engine. E10 crew quickly noticed the problem while drilling with the unit and doused the fire and changed out into a reserve apparatus
- Truck 15 had the honor of "delivering" Santa Claus to the Oregon City downtown parade and tree lighting for the Christmas season kick-off
- Attended the Operation Santa parade in station 2's area
- Assisted HR with panel interview questions for upcoming Entry Level FF Candidate test
- Five different days spent on FF Candidate Interviews due to snowstorm and ensuing traffic problems throughout the district
- Dealt with (2) personnel matters
- Attended Special Operations budget preparation and training planning meeting with Specialty Captains
- Assigned Safety Officer for Eastbrook residential fire on Dec. 18th
- Covered for DC Karn at east battalion on Dec. 28<sup>th</sup>

Respectfully submitted,

Division Chief David Scheirman

# Clackamas Fire Dist. #1 Emergency Services Report

## December 2016



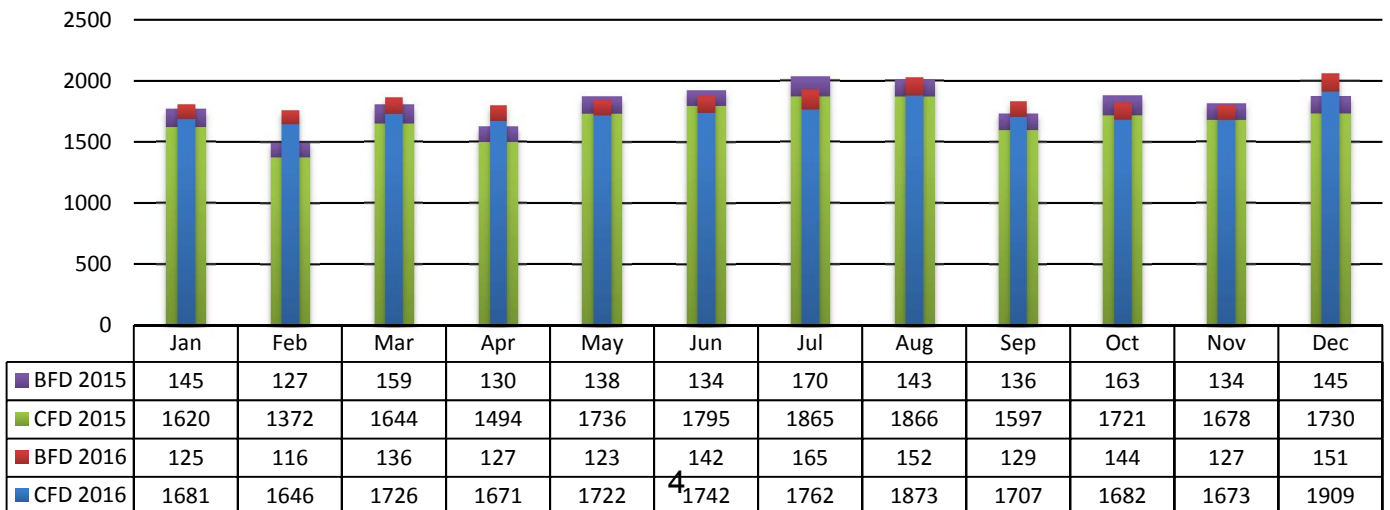
Incident Type	Data
EMS	1379
False	63
Fire	31
Good Int	197
Hazard Cond.	183
Other	0
Pub Asst	207
Rupt/Exp/Weather	0
<b>Grand Total</b>	<b>2060</b>

### Year to Date

Incident Type	2014	2015	2016
EMS	13194	14577	15339
False	839	847	801
Fire	517	636	479
Good Int	1769	2053	2011
Hazard Cond.	1180	1409	1459
Other	4	10	6
Pub Asst	1776	2296	2332
Rupt/Exp/Weather	11	14	4
<b>Grand Total</b>	<b>19290</b>	<b>21842</b>	<b>22431</b>

*Mutual Aid Given Incident Not Included*

### Total Incidents by Month





**Clackamas Fire Priority Response Performance**

December 2016

Incident Type	URBAN	CFD#1 Performance	# of Resp. Included in Calculation	CFAI Baseline	# of Resp. Meeting CFAI Baseline	% of Resp. Meeting CFAI Baseline	CFAI Benchmark	# of Resp. Meeting CFAI Benchmark	% of Resp. Meeting CFAI Benchmark
All	Alarm Handling	1:25	1107	1:30	1006	90.88%	1:00	889	80.31%
	Turn Out Time	2:11	1335	1:30	940	70.41%	1:00	466	34.91%
	Urban Travel Time	5:55	653	5:12	535	81.93%	4:00	363	55.59%
	<b>Urban Total Response Time</b>	<b>8:06</b>	<b>653</b>	<b>8:12</b>	<b>595</b>	<b>91.12%</b>	<b>6:00</b>	<b>360</b>	<b>55.13%</b>

<b>Urban Total Response Time Summary</b>	
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Mean 5:51  
 Median 5:45  
 Minimum 0:02  
 Maximum 19:00

\*URBAN: Stations 1, 2, 3, 15, 16

Incident Type	SUBURBAN	CFD#1 Performance	# of Resp. Included in Calculation	CFAI Baseline	# of Resp. Meeting CFAI Baseline	% of Resp. Meeting CFAI Baseline	CFAI Benchmark	# of Resp. Meeting CFAI Benchmark	% of Resp. Meeting CFAI Benchmark
All	Alarm Handling	1:22	735	1:30	669	91.02%	1:00	598	81.36%
	Turn Out Time	2:07	905	1:30	650	71.82%	1:00	352	38.90%
	Suburban Travel Time	6:55	430	6:30	367	85.35%	5:00	277	64.42%
	<b>Suburban Total Response Time</b>	<b>8:56</b>	<b>430</b>	<b>9:30</b>	<b>401</b>	<b>93.26%</b>	<b>7:00</b>	<b>277</b>	<b>64.42%</b>

<b>Suburban Total Response Time Summary</b>	
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Mean 6:24  
 Median 6:09  
 Minimum 0:02  
 Maximum 18:03

\*SUBURBAN: Stations 4, 5, 6, 7, 8, 9, 17, 19

Incident Type	RURAL	CFD#1 Performance	# of Resp. Included in Calculation	CFAI Baseline	# of Resp. Meeting CFAI Baseline	% of Resp. Meeting CFAI Baseline	CFAI Benchmark	# of Resp. Meeting CFAI Benchmark	% of Resp. Meeting CFAI Benchmark
7	Alarm Handling	1:42	218	1:30	190	87.16%	1:00	166	76.15%
	Turn Out Time	2:10	357	1:30	243	68.07%	1:00	151	42.30%
	Rural Travel Time	10:59	137	13:00	133	97.08%	10:00	114	83.21%
	<b>Rural Total Response Time</b>	<b>13:06</b>	<b>137</b>	<b>16:00</b>	<b>133</b>	<b>97.08%</b>	<b>12:00</b>	<b>109</b>	<b>79.56%</b>

<b>Rural Total Response Time Summary</b>	
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Mean 8:37  
 Median 8:18  
 Minimum 0:02  
 Maximum 18:28

\*RURAL: Stations 10, 11, 12, 13, 14, 18, 20

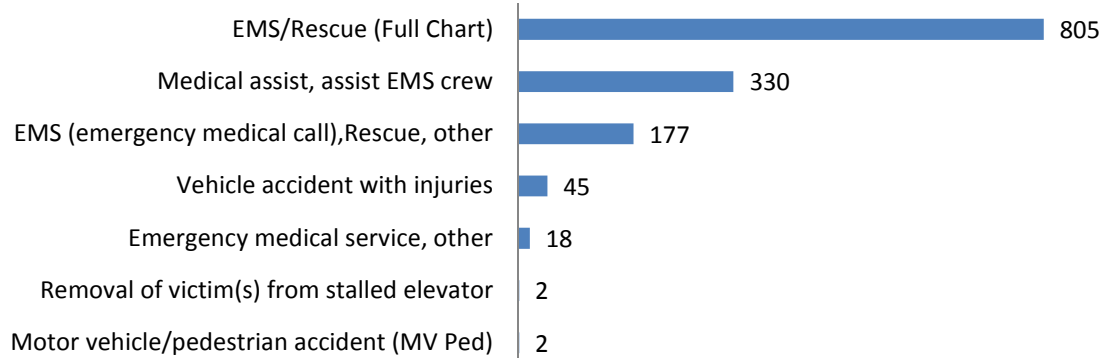
**Alarm Handling:** All Incidents Dispatched

**Turn Out Time:** All Priority Types/Only District Units Dispatched

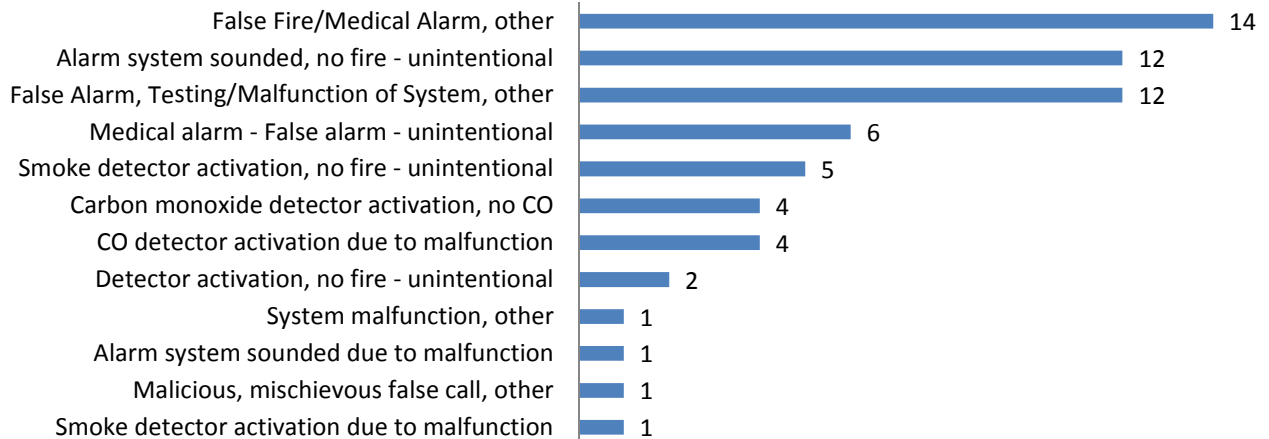
**Travel Time:** Based off time of First Arriving unit. (includes AMR and outside agency's)

## December 2016 Incident Summary

### EMS Total: 1379

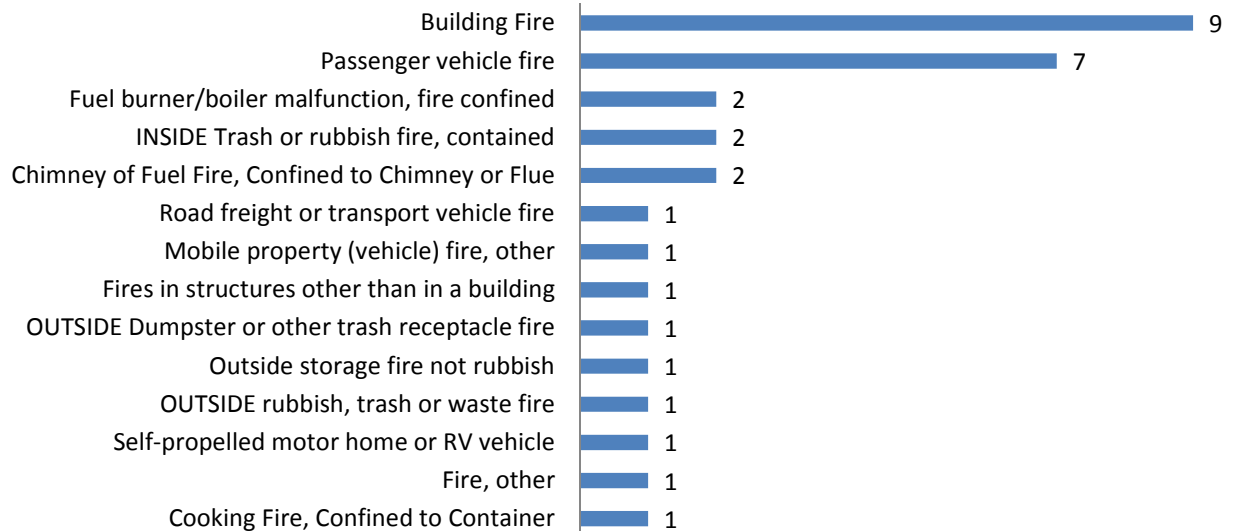


### False Alarm Total: 63

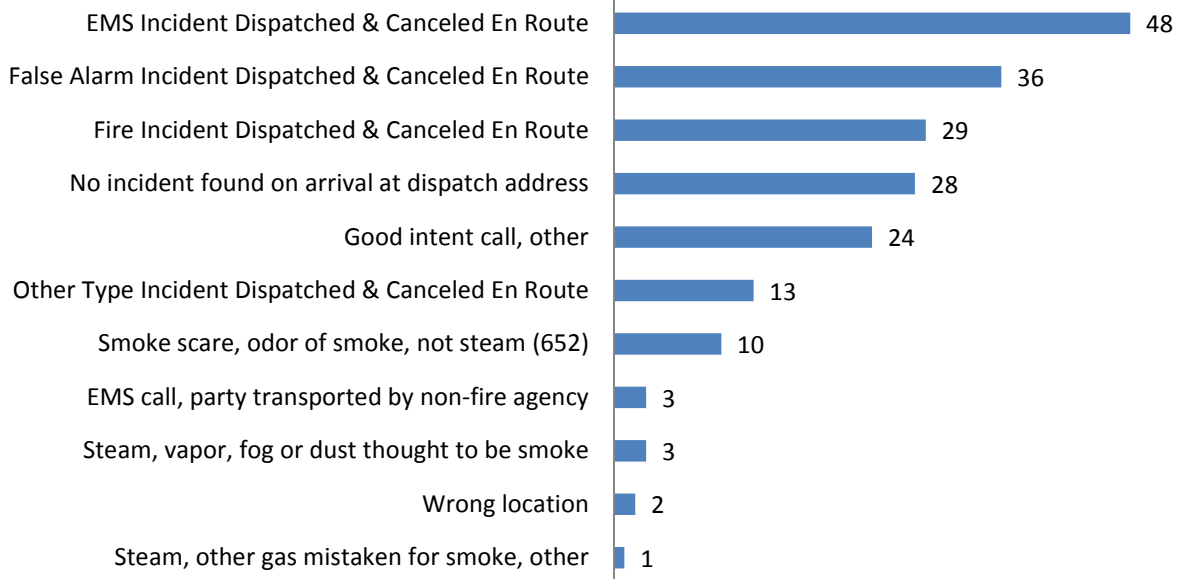


### Weather/Rupture/Explosion/Other Total: 0

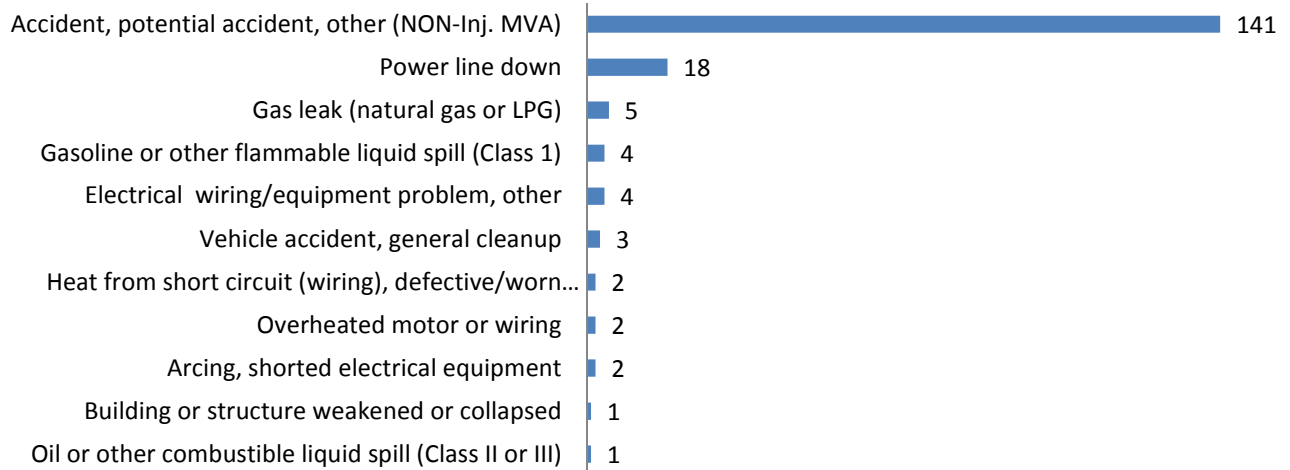
### Fire Total: 31



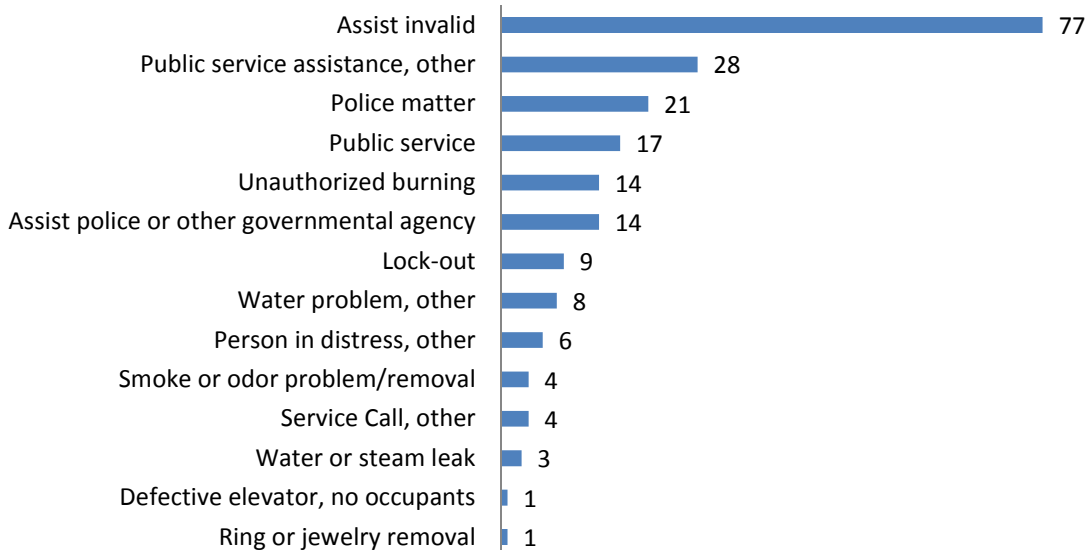
**Good Intent Total: 197**



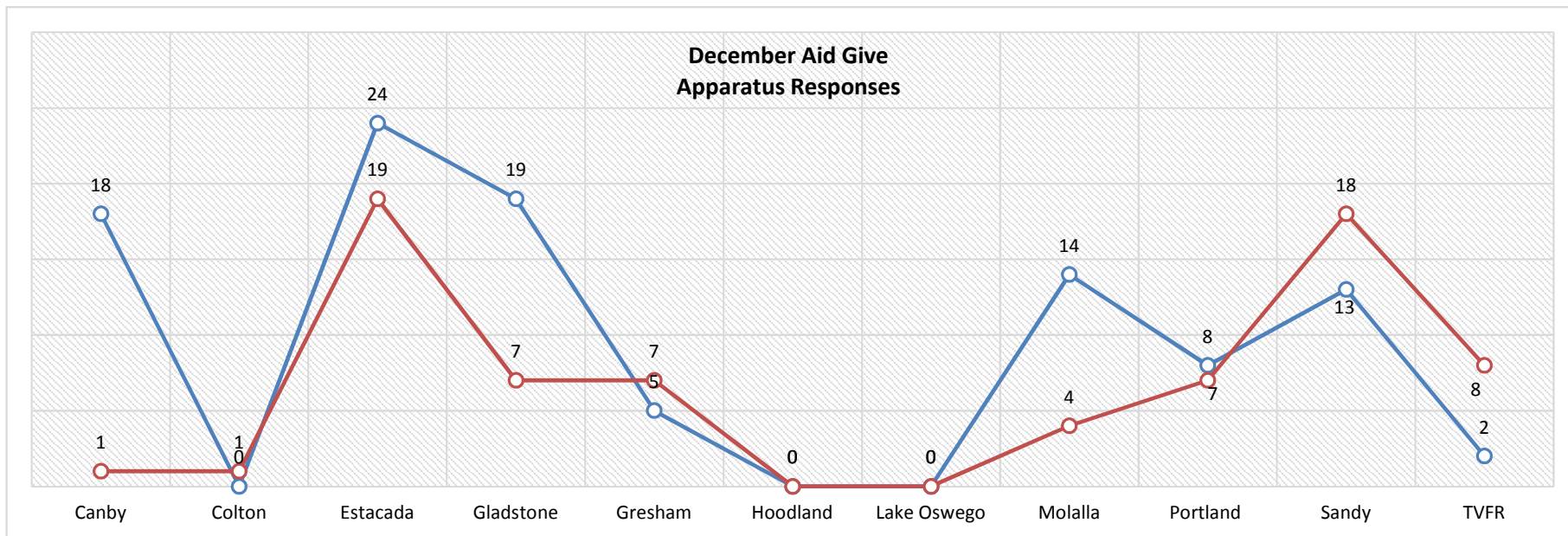
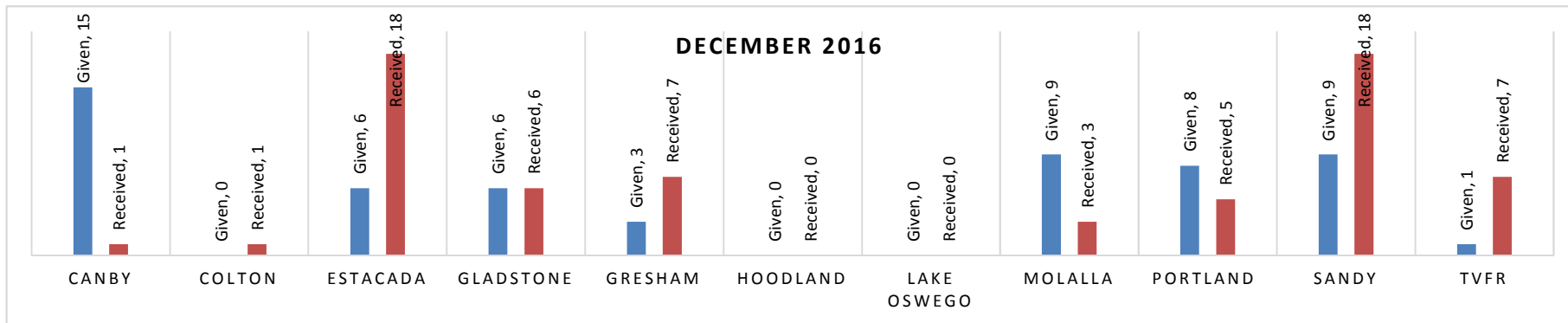
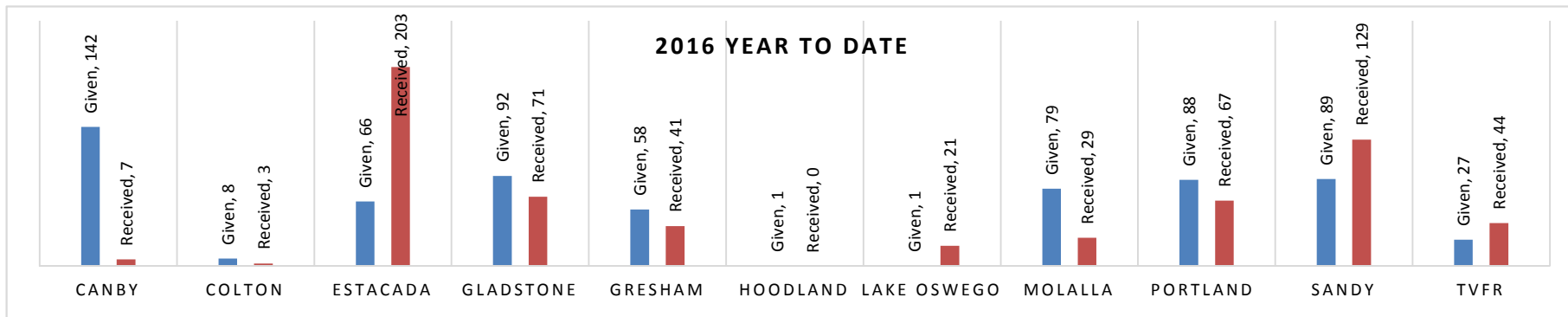
**Hazardous Condition Total: 183**



**Public Assists Total: 207**



### Mutual Aid Given to Mutual Aid Received by Agency



## Mutual Aid Given - Apparatus Overview

December 2016

Agency	Apparatus	Apparatus Action	Responses
Canby	BC2	Assistance, other	1
	HR5	Cancelled en route	1
	T15	Provide manpower	1
	M16	Cancelled en route	3
	E17	Cancelled at Scene	1
		Cancelled en route	9
Investigate		2	
<b>Canby Total</b>			<b>18</b>
Estacada	BC2	Assistance, other	1
		Fire, other	1
	E7	Fire Attack	1
	T8	Extinguish	1
	E9	Salvage & overhaul	1
	E11	Fire, other	1
		Cancelled en route	4
	E14	Assistance, other	2
		Cancelled en route	4
	PREV5	FMO Investigation	1
	PREV9	FMO Investigation	1
	PREV11	FMO Investigation	2
	BR14	Cancelled en route	1
	BR18	Cancelled en route	1
	RH2	Cancelled en route	1
	RH14	Assistance, other	1
		Cancelled en route	2
WT12	Systems and services, other	1	
WT14	Systems and services, other	1	
<b>Estacada Total</b>			<b>24</b>
Gladstone	BC2	Cancelled en route	3
		Cancelled en route	1
	BC3	Standby/Staged	1
		Assistance, other	1
		Cancelled en route	1
	E3	Extinguish	1
		Standby/Staged	1
		Cancelled en route	1
	M3	Cancelled en route	1
		Standby/Staged	1
	E4	Cancelled en route	1
	HR5	Cancelled en route	4
	T8	Cancelled en route	1
E9	Cancelled en route	1	
T15	Extinguish	1	
<b>Gladstone Total</b>			<b>19</b>
Gresham	E7	Cancelled at Scene	1
		Provide advanced life support (ALS)	1
	E14	Cancelled en route	1
	BR18	Cancelled en route	1
	BR19	Cancelled en route	1
<b>Gresham Total</b>			<b>5</b>
Molalla	BC2	Cancelled en route	1
	M3	Cancelled en route	2
		Provide advanced life support (ALS)	1
	HR5	Cancelled en route	1
	E10	Cancelled en route	2
	T15	Cancelled en route	1
	E16	Cancelled en route	1

Molalla Continued	M16	Assistance, other	1
		Cancelled en route	2
		Transport person	1
	WR8	Cancelled en route	1
<b>Molalla Total</b>			<b>14</b>
Portland	T2	Cancelled en route	3
	E6	Cancelled en route	1
		Provide advanced life support (ALS)	1
	HR5	Cancelled at Scene	1
		Cancelled en route	1
		Extinguish	1
<b>Portland Total</b>			<b>8</b>
Sandy	E14	Assistance, other	2
		Cancelled at Scene	1
		Cancelled en route	4
		Investigate	1
		Provide advanced life support (ALS)	1
	BR14	Cancelled at Scene	1
		Salvage & overhaul	1
	BR19	Assistance, other	1
WT18	Cancelled en route	1	
<b>Sandy Total</b>			<b>13</b>
TVFR	T15	Cancelled en route	1
	E17	Cancelled en route	1
<b>TVFR Total</b>			<b>2</b>
Grand Total			103

**Incident Types  
by FMZ  
December 2016**

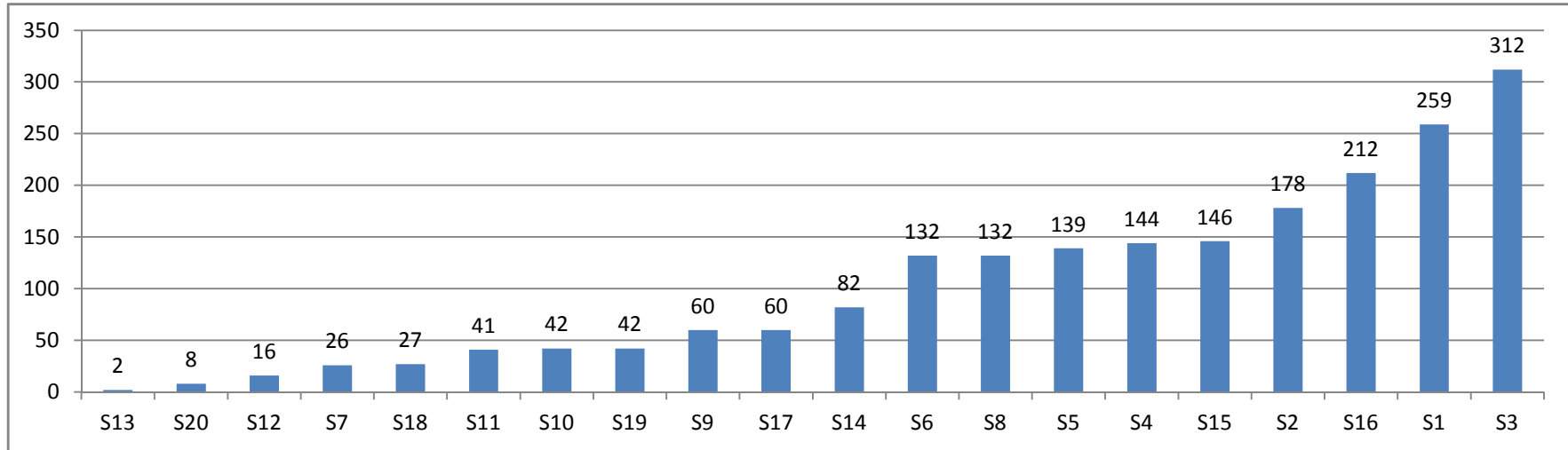
Incident Station	Incident Type	Total
S1	EMS	176
	False	6
	Fire	1
	Good Int	26
	Hazard Condition	10
	Pub Asst	40
<b>S1 Total</b>		<b>259</b>
S2	EMS	116
	False	8
	Fire	3
	Good Int	22
	Hazard Condition	7
	Pub Asst	22
<b>S2 Total</b>		<b>178</b>
S3	EMS	220
	False	11
	Fire	1
	Good Int	21
	Hazard Condition	17
	Pub Asst	42
<b>S3 Total</b>		<b>312</b>
S4	EMS	105
	False	5
	Fire	2
	Good Int	10
	Hazard Condition	16
	Pub Asst	6
<b>S4 Total</b>		<b>144</b>
S5	EMS	81
	False	7
	Fire	2
	Good Int	20
	Hazard Condition	16
	Pub Asst	13
<b>S5 Total</b>		<b>139</b>
S6	EMS	96
	False	4
	Fire	1
	Good Int	10
	Hazard Condition	11
	Pub Asst	10
<b>S6 Total</b>		<b>132</b>
S7	EMS	19
	False	1
	Fire	1
	Good Int	2
	Hazard Condition	3
<b>S7 Total</b>		<b>26</b>

Incident Station	Incident Type	Total
S8	EMS	83
	False	7
	Good Int	21
	Hazard Condition	15
	Pub Asst	6
<b>S8 Total</b>		<b>132</b>
S9	EMS	35
	Fire	2
	Good Int	6
	Hazard Condition	11
	Pub Asst	6
<b>S9 Total</b>		<b>60</b>
S10	EMS	26
	Fire	3
	Good Int	5
	Hazard Condition	4
<b>S10 Total</b>		<b>42</b>
S11	EMS	21
	False	2
	Fire	1
	Good Int	2
	Hazard Condition	10
<b>S11 Total</b>		<b>41</b>
S12	EMS	8
	Good Int	3
	Hazard Condition	4
	Pub Asst	1
<b>S12 Total</b>		<b>16</b>
S13	EMS	2
<b>S13 Total</b>		<b>2</b>
S14	EMS	36
	False	5
	Fire	1
	Good Int	10
	Hazard Condition	21
<b>S14 Total</b>		<b>82</b>
S15	EMS	102
	Fire	1
	Good Int	16
	Hazard Condition	14
	Pub Asst	13
<b>S15 Total</b>		<b>146</b>

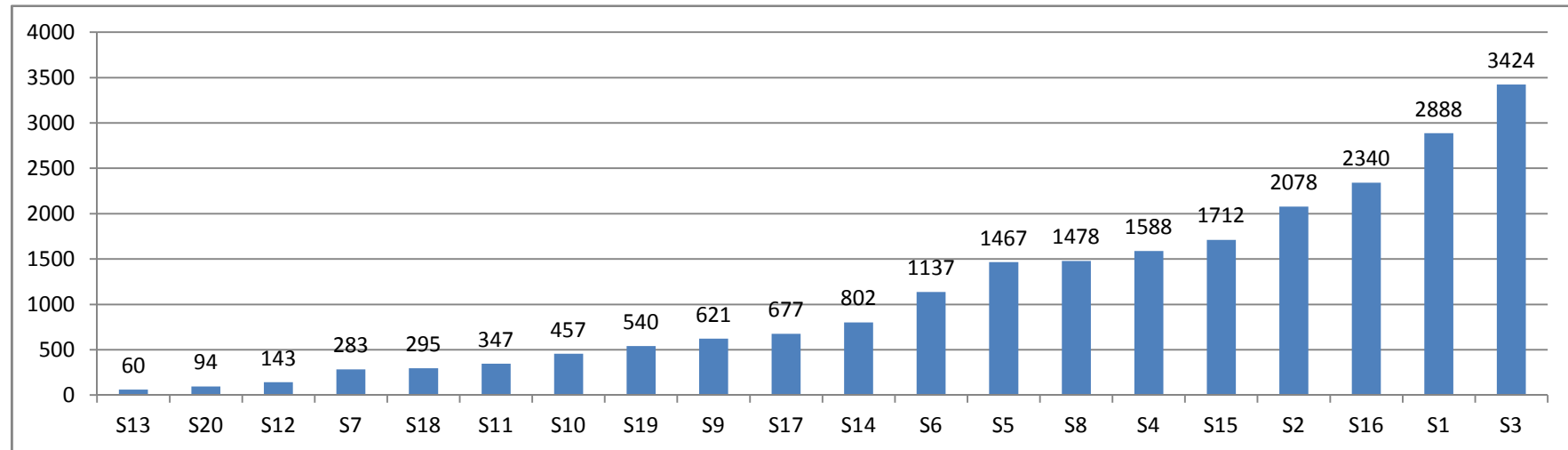
Incident Station	Incident Type	Total
S16	EMS	167
	False	2
	Fire	5
	Good Int	9
	Hazard Condition	5
	Pub Asst	24
<b>S16 Total</b>		<b>212</b>
S17	EMS	47
	False	3
	Fire	1
	Good Int	1
	Hazard Condition	3
<b>S17 Total</b>		<b>60</b>
S18	EMS	16
	False	1
	Fire	3
	Good Int	4
<b>S18 Total</b>		<b>27</b>
S19	EMS	18
	Fire	2
	Good Int	9
	Hazard Condition	12
	Pub Asst	1
<b>S19 Total</b>		<b>42</b>
S20	EMS	5
	False	1
	Fire	1
	Hazard Condition	1
<b>S20 Total</b>		<b>8</b>
<b>Grand Total</b>		<b>2060</b>

### Incident Count by FMZ

December 2016



### Year to Date





**Apparatus Response by Station and Incident Type  
(Including Mutual Aid Given)  
December 2016**

<b>Unit Station</b>	<b>Unit ID</b>	<b>Incident Type</b>	<b>Total</b>	
BC2	BC2	EMS	13	
		False	1	
		Good Int	9	
		Pub Asst	2	
		Fire	17	
		HazMat	14	
BC2 Total			56	
<b>BC2 Total</b>			<b>56</b>	
BC3	BC3	EMS	8	
		Good Int	3	
		Pub Asst	2	
		Fire	12	
		HazMat	2	
		BC3 Total		
<b>BC3 Total</b>			<b>27</b>	
S1	E1	EMS	179	
		False	8	
		Good Int	27	
		Pub Asst	42	
		Fire	8	
		HazMat	17	
E1 Total			281	
<b>S1 Total</b>			<b>281</b>	
S2	RH2	Fire	7	
	RH2 Total			7
	T2	T2	EMS	117
			False	8
			Good Int	24
			Pub Asst	21
			Fire	6
			HazMat	11
T2 Total			187	
<b>S2 Total</b>			<b>194</b>	
S3	E3	EMS	103	
		False	11	
		Good Int	15	
		Pub Asst	25	
		Fire	9	
		HazMat	16	
	E3 Total			179
	M3	M3	EMS	197
			False	1
			Good Int	12
			Pub Asst	32
Fire			9	
M3 Total			261	
<b>S3 Total</b>			<b>440</b>	

Unit Station	Unit ID	Incident Type	Total
S4	E4	EMS	123
		False	5
		Good Int	16
		Pub Asst	9
		Fire	7
		HazMat	16
	E4 Total	176	
<b>S4 Total</b>			<b>176</b>
S5	HR5	EMS	105
		False	8
		Good Int	29
		Pub Asst	20
		Fire	23
		HazMat	33
	HR5 Total	218	
<b>S5 Total</b>			<b>218</b>
S6	E6	EMS	101
		False	5
		Good Int	14
		Pub Asst	12
		Fire	1
		HazMat	13
	E6 Total	146	
<b>S6 Total</b>			<b>146</b>
S7	E7	EMS	40
		False	1
		Good Int	8
		Fire	8
		HazMat	12
		E7 Total	69
	HM27	Pub Asst	2
HM27 Total	2		
<b>S7 Total</b>			<b>71</b>
S8	T8	EMS	89
		False	6
		Good Int	19
		Pub Asst	5
		Fire	11
		HazMat	18
	T8 Total	148	
	BT8	Good Int	1
	BT8 Total	1	
WR8	EMS	1	
	HazMat	1	
WR8 Total	2		
<b>S8 Total</b>			<b>151</b>

Unit Station	Unit ID	Incident Type	Total	
S9	E9	EMS	49	
		Good Int	12	
		Pub Asst	9	
		Fire	10	
		HazMat	12	
E9 Total			92	
<b>S9 Total</b>			<b>92</b>	
S10	E10	EMS	35	
		False	1	
		Good Int	5	
		Pub Asst	5	
		Fire	7	
		HazMat	5	
	E10 Total			58
WT10	Pub Asst	1		
	Fire	2		
WT10 Total			3	
<b>S10 Total</b>			<b>61</b>	
S11	BR11	HazMat	1	
	BR11 Total			1
	E11	EMS	31	
		False	2	
		Good Int	5	
		Pub Asst	7	
		Fire	2	
HazMat	13			
E11 Total			60	
WT11	Pub Asst	1		
	Fire	3		
WT11 Total			4	
<b>S11 Total</b>			<b>65</b>	
S12	BR12	EMS	7	
		Pub Asst	2	
		Fire	2	
		HazMat	4	
	BR12 Total			15
WT12	Fire	3		
WT12 Total			3	
<b>S12 Total</b>			<b>18</b>	
S13	BR13	EMS	6	
		Pub Asst	2	
		Fire	2	
BR13 Total			10	
<b>S13 Total</b>			<b>10</b>	

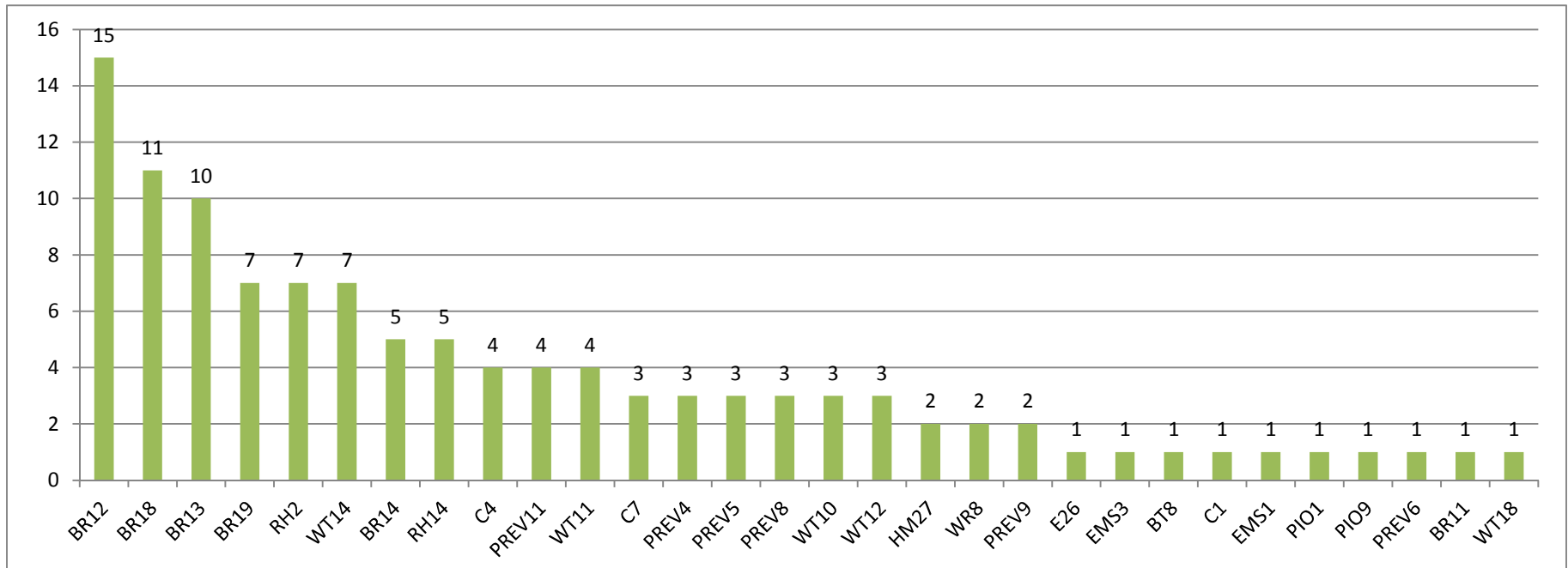
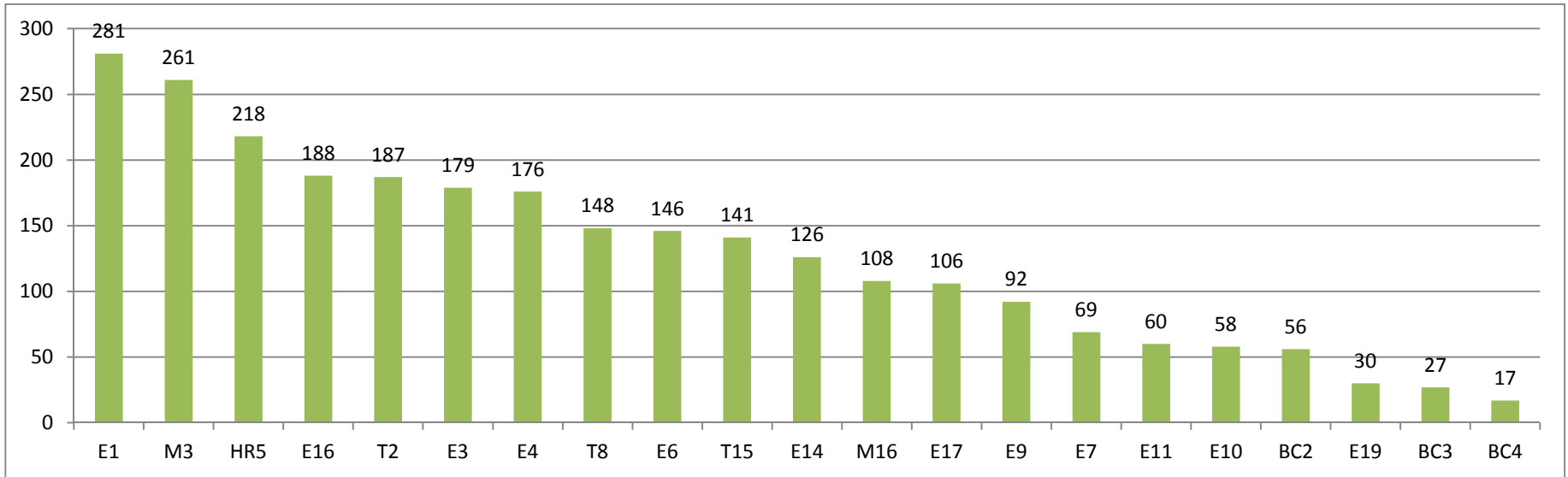
Unit Station	Unit ID	Incident Type	Total	
S14	BC4	EMS	2	
		Good Int	3	
		Fire	2	
		HazMat	10	
	BC4 Total			17
	BR14	EMS	1	
		Fire	3	
		HazMat	1	
	BR14 Total			5
	E14	EMS	56	
		False	7	
		Good Int	15	
		Pub Asst	10	
Fire		14		
HazMat		24		
E14 Total			126	
RH14	Fire	5		
RH14 Total			5	
WT14	Good Int	1		
	Fire	5		
	HazMat	1		
WT14 Total			7	
<b>S14 Total</b>			<b>160</b>	
S15	T15	EMS	86	
		Good Int	13	
		Pub Asst	13	
		Fire	9	
		HazMat	20	
T15 Total			141	
<b>S15 Total</b>			<b>141</b>	
S16	E16	EMS	144	
		False	2	
		Good Int	7	
		Pub Asst	17	
		Fire	8	
		HazMat	10	
	E16 Total			188
	M16	EMS	94	
		Good Int	3	
		Pub Asst	4	
Fire		1		
M16 Total			108	
<b>S16 Total</b>			<b>296</b>	
S17	E17	EMS	67	
		False	3	
		Good Int	7	
		Pub Asst	16	
		Fire	7	
		HazMat	6	
E17 Total			106	
<b>S17 Total</b>			<b>106</b>	

Unit Station	Unit ID	Incident Type	Total	
S18	BR18	EMS	4	
		False	1	
		Good Int	2	
		Pub Asst	2	
		Fire	1	
		HazMat	1	
	BR18 Total		11	
WT18	WT18	Fire	1	
		WT18 Total	1	
		E26	1	
		E26 Total	1	
	<b>S18 Total</b>		<b>13</b>	
S19	BR19	Fire	2	
		HazMat	5	
	BR19 Total		7	
	E19	E19	EMS	11
			Good Int	7
Fire			1	
E19 Total		11		
<b>S19 Total</b>		<b>30</b>		
(blank)	C1	HazMat	1	
	C1 Total		1	
	C4	C4	Fire	1
			HazMat	3
	C4 Total		4	
	C7	EMS	3	
	C7 Total		3	
	EMS1	EMS	1	
	EMS1 Total		1	
	PIO1	HazMat	1	
	PIO1 Total		1	
	PIO9	HazMat	1	
	PIO9 Total		1	
	PREV4	Fire	3	
	PREV4 Total		3	
	PREV5	Fire	3	
	PREV5 Total		3	
	PREV6	Fire	1	
	PREV6 Total		1	
	PREV8	Fire	3	
	PREV8 Total		3	
	PREV9	Fire	2	
	PREV9 Total		2	
	RH1GR	Fire	2	
	RH1GR Total		2	
	PREV11	Fire	4	
PREV11 Total		4		
<b>(blank) Total</b>		<b>29</b>		
EMS	EMS3	Good Int	1	
	EMS3 Total		1	
<b>EMS Total</b>		<b>1</b>		
<b>Grand Total</b>		<b>2789</b>		

## Incident Response by Apparatus

*(Including Mutual Aid Given)*

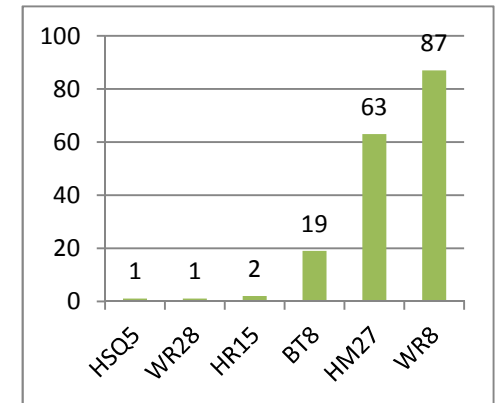
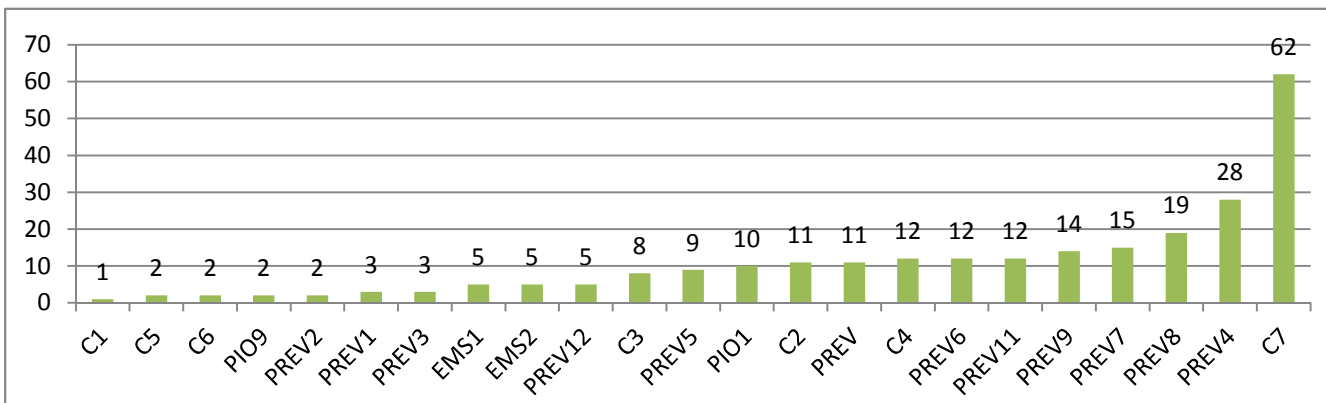
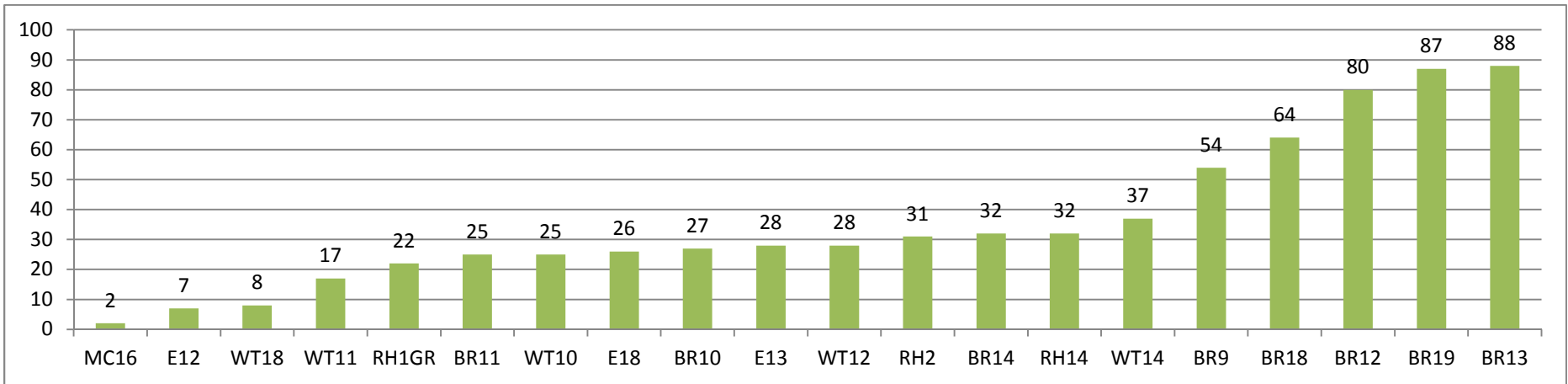
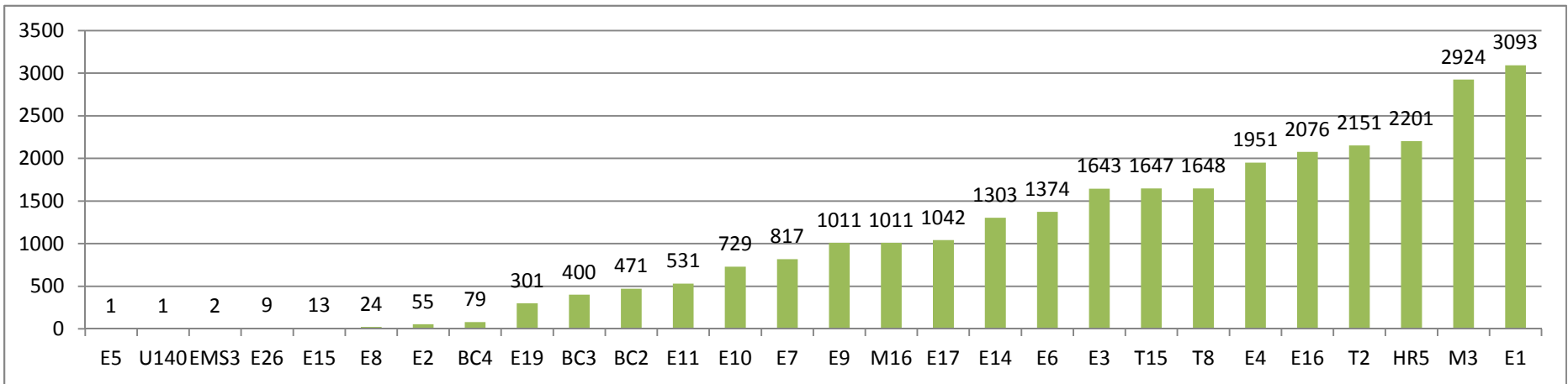
**December 2016**



# Incident Response by Apparatus

(Including Mutual Aid Given)

Year to Date 2016



<b>Station Reports by Captain Dec-16</b>			
<b>Station</b>	<b>Date</b>	<b>Activity</b>	<b>Notes</b>
Station 1 - Captain Burke			
Station 1	12/23/2016 19:00	FTEP	(blank)
Station 2 - Captain Cordie			
Station 2	12/5/2016 7:30	Public Interaction, St. Tour, Event	
Station 3 - Captain Slater			
Station 3	12/16/2016 7:30	Cardiac Monitor Check & Data Download	(blank)
Station 3	12/16/2016 7:30	Wash Apparatus	(blank)
Station 3	12/16/2016 7:30	Weekly Station Duties	(blank)
Station 4 - Captain Hopkins			
Station 4	12/10/2016 7:00	FTEP	(blank)
Station 5 - Captain Olson			
Station 5	12/14/2016 8:30	Meeting with someone other than BC	Safety Committee meeting
Station 6 - Captain Koenig			
Station 6	12/3/2016 7:30	Public Interaction, St. Tour, Event	
Station 6	12/4/2016 7:30	Public Interaction, St. Tour, Event	
Station 7 - Captain Carlsen			
Station 7	12/2/2016 7:30	Cardiac Monitor Check & Data Download	(blank)
Station 7	12/2/2016 7:30	Meeting with someone other than BC	Meeting with tryellchem Representative.
Station 7	12/2/2016 7:30	Weekly Apparatus Check	(blank)
Station 7	12/2/2016 14:00	Monthly SCBA Checks	(blank)
Station 7	12/7/2016 18:30	Fuel Apparatus	
Station 7	12/10/2016 10:00	Weekly Apparatus Check	(blank)
Station 7	12/10/2016 11:00	Weekly Station Generator Check	(blank)
Station 7	12/10/2016 12:00	Monthly Ladder Check	(blank)
Station 7	12/10/2016 13:00	HAZMAT Program	Annual budget prep
Station 7	12/11/2016 7:30	Cardiac Monitor Check & Data Download	(blank)
Station 7	12/11/2016 7:30	Wash Apparatus	(blank)
Station 7	12/11/2016 12:00	Move-up for Training Activity	(blank)
Station 7	12/11/2016 17:00	Public Interaction, St. Tour, Event	
Station 7	12/17/2016 10:50	Weekly Station Generator Check	(blank)
Station 7	12/17/2016 11:00	Weekly Apparatus Check	(blank)
Station 7	12/20/2016 7:30	Battalion Chief Visit/Meeting	Chief Jon Scheirman came by for some tacticals.
Station 7	12/20/2016 7:30	Cardiac Monitor Check & Data Download	(blank)
Station 7	12/20/2016 7:30	Weekly Station Duties	(blank)
Station 7	12/23/2016 7:30	Cardiac Monitor Check & Data Download	(blank)
Station 7	12/25/2016 8:20	Fuel Apparatus	
Station 7	12/25/2016 9:00	Wash Apparatus	(blank)
Station 7	12/27/2016 8:45	Admin: Paperwork, Reports, Emails	(blank)
Station 7	12/27/2016 11:00	Bi-Annual Station Audit Preparation	(blank)
Station 7	12/28/2016 12:30	Bi-Annual Station Audit	(blank)
Station 7	12/28/2016 14:45	Public Interaction, St. Tour, Event	
Station 7	12/31/2016 10:30	Weekly Station Generator Check	(blank)
Station 7	12/31/2016 14:45	Weekly Apparatus Check	(blank)
Station 7	12/31/2016 14:50	Cleaning of Apparatus	(blank)



		Station 8 - Captain Ellison	
<b>Station 8</b>	<b>12/10/2016 17:00</b>	<b>Fuel Apparatus</b>	
		Station 9 - Captain Guttman	
<b>Station 9</b>	<b>12/4/2016 7:45</b>	<b>Daily Burn Line Information</b>	(blank)
<b>Station 9</b>	<b>12/4/2016 10:00</b>	<b>Weekly Station Generator Check</b>	Weekly Generator check
<b>Station 9</b>	<b>12/7/2016 7:30</b>	<b>Daily Burn Line Information</b>	(blank)
<b>Station 9</b>	<b>12/8/2016 7:30</b>	<b>Daily Burn Line Information</b>	(blank)
<b>Station 9</b>	<b>12/10/2016 7:30</b>	<b>Daily Burn Line Information</b>	No Burning Aloud
<b>Station 9</b>	<b>12/10/2016 7:30</b>	<b>Monthly Ladder Check</b>	(blank)
<b>Station 9</b>	<b>12/10/2016 7:30</b>	<b>Weekly Apparatus Check</b>	(blank)
<b>Station 9</b>	<b>12/11/2016 7:30</b>	<b>Station maintenance by crew</b>	wash front of station w B9 hose.
<b>Station 9</b>	<b>12/11/2016 11:00</b>	<b>Admin: Paperwork, Reports, Emails</b>	Staff report for wildland apparatus
<b>Station 9</b>	<b>12/11/2016 13:30</b>	<b>Weekly Station Generator Check</b>	(blank)
<b>Station 9</b>	<b>12/13/2016 8:00</b>	<b>Daily Burn Line Information</b>	(blank)
<b>Station 9</b>	<b>12/13/2016 16:00</b>	<b>Wash Apparatus</b>	(blank)
<b>Station 9</b>	<b>12/21/2016 7:30</b>	<b>Damage to Apparatus</b>	Noticed a ding in the A/O compartment roll up door. Unk how happened. Approx. size of a quarter. Probably happened during snow event from a rock off another car's tire.
<b>Station 9</b>	<b>12/24/2016 10:00</b>	<b>Wash Apparatus</b>	(blank)
<b>Station 9</b>	<b>12/24/2016 11:00</b>	<b>Weekly Apparatus Check</b>	(blank)
		Station 10 - Captain Rector	
<b>Station 10</b>	<b>12/8/2016 22:30</b>	<b>Move-up to CCFD Station for Incident</b>	Move-up to Station 10 for coverage after clearing a residential structure fire.
		Station 11	
<b>Station 11</b>	<b>12/7/2016 10:30</b>	<b>Move-up for Training Activity</b>	(blank)
		Station 14 - Captain Damm	
<b>Station 14</b>	<b>12/3/2016 19:00</b>	<b>FTEP</b>	FTEP - with Lt. Maxwell
<b>Station 14</b>	<b>12/20/2016 7:30</b>	<b>FTEP</b>	(blank)
<b>Station 14</b>	<b>12/29/2016 7:30</b>	<b>FTEP</b>	(blank)
<b>Station 14</b>	<b>12/31/2016 13:00</b>	<b>Weekly Apparatus Check</b>	(blank)
		Station 15 - Captain Browne	
<b>Station 15</b>	<b>12/17/2016 9:00</b>	<b>Weekly Apparatus Check</b>	(blank)
		Station 17 - Captain Bishop	
<b>Station 17</b>	<b>12/3/2016 7:30</b>	<b>Apparatus Inventory</b>	(blank)
<b>Station 17</b>	<b>12/3/2016 7:30</b>	<b>Fuel Apparatus</b>	
<b>Station 17</b>	<b>12/3/2016 7:30</b>	<b>Weekly Apparatus Check</b>	(blank)
<b>Station 17</b>	<b>12/6/2016 7:30</b>	<b>Fuel Apparatus</b>	
<b>Station 17</b>	<b>12/13/2016 13:30</b>	<b>Move-up for miscellaneous Activity</b>	Move-up to station 17 for Operation Santa
<b>Station 17</b>	<b>12/24/2016 7:30</b>	<b>Cleaning of Apparatus</b>	(blank)
<b>Station 17</b>	<b>12/24/2016 7:30</b>	<b>Fuel Apparatus</b>	
<b>Station 17</b>	<b>12/24/2016 7:30</b>	<b>Weekly Apparatus Check</b>	(blank)

**Significant Incidents by Station  
Dec-2016**

*With 4 or More Apparatus*

Station FMZ	Address	Incident Number	Alarm Date	Incident Type	Apparatus	Apparatus Action Taken
S2	11548 SE 31st Ave	1623245	12/20/2016 22:50	Building Fire	BC2	Incident command
					E4	Salvage & overhaul
					HR5	Cancelled at Scene
	11548 SE 31st Ave Total					
	6006 SE Firwood St	1624006	12/31/2016 19:55	Passenger vehicle fire	BC2	Cancelled at Scene
					E1	Provide manpower
T2					Extinguish	
6006 SE Firwood St Total						
S3	SE Jennings Ave at SE Mcloughlin Blvd	1622623	12/13/2016 7:26	Vehicle accident with injuries	E3	Assistance, other
					M266	(blank)
					M3	Transport person
	SE Jennings Ave at SE Mcloughlin Blvd Total					
	SE Mcloughlin Blvd at SE Concord Rd	1622644	12/13/2016 12:48	Vehicle accident with injuries	E3	Assistance, other
					M262	(blank)
					M3	Assistance, other
	SE Mcloughlin Blvd at SE Concord Rd Total					
	15790 SE Mcloughlin Blvd	1622301	12/8/2016 12:44	Electrical wiring/equipment problem, other	BC2	Standby/Staged
					E3	Incident command
E4					Standby/Staged	
M3					Provide manpower	
15790 SE Mcloughlin Blvd Total						
14620 SE Woodland Way	1622867	12/15/2016 20:07	INSIDE Trash or rubbish fire, contained	BC2	Cancelled at Scene	
				E3	Investigate fire out on arrival	
				M3	Ventilate	
				T2	Cancelled at Scene	
14620 SE Woodland Way Total						
S4	6145 SE Eastbrook Dr	1623083	12/18/2016 21:21	Building Fire	BC2	Incident command
					BC3	Safety Officer
					E1	Backup team
					E3	Fire, other
					E4	Extinguish
					HR5	Search
					PREV4	FMO Investigation
					RH14	Provide Rehab
					RH2	Provide Rehab
					T2	Ventilate
	PREV11	FMO Investigation				
	6145 SE Eastbrook Dr Total					
	N 1205 FY NB Fwy at Exit 13	1623144	12/19/2016 17:39	Vehicle accident with injuries	HR5	(blank)
					M264	(blank)
					M280	(blank)
	N 1205 FY NB Fwy at Exit 13 Total					
	7099 SE Wilshire St	1621907	12/2/2016 14:56	Building Fire	BC2	Incident command
BC3					Cancelled at Scene	
E1					Salvage & overhaul	
E3					Standby/Staged	
E4					Extinguish	
HR5					Salvage & overhaul	
M3					Standby/Staged	
PREV5					FMO Investigation	
RH2	Provide Rehab					
T8	Standby/Staged					
7099 SE Wilshire St Total						
S7	16050 SE Sunnyside Rd	1623984	12/31/2016 12:27	Building or structure weakened or collapsed	BC2	Cancelled at Scene
					E7	Incident command
					HR5	Technical Rescue
					M268	Cancelled at Scene
					PIO9	Provide information to public or media
16050 SE Sunnyside Rd Total						
S8	17738 SE Hwy 224	1623078	12/18/2016 19:46	Vehicle accident with injuries	E7	Assistance, other
					M271	(blank)
					M279	(blank)
					T8	Extricate, disentangle
	17738 SE Hwy 224 Total					
	16504 SE 82nd Dr	1622944	12/16/2016 20:25	Water problem, other	BC2	Incident command
					E1	Standby/Staged
					E9	Standby/Staged
					HR5	Standby/Staged
	16504 SE 82nd Dr Total					
16144 SE 82nd Dr	1621953	12/3/2016 10:10	Smoke or odor problem/removal	BC2	Assistance, other	
				E1	Assistance, other	
				E4	Notify other agencies.	
16144 SE 82nd Dr Total						
S9	578 D St	1622354	12/9/2016 5:22	Electrical wiring/equipment problem, other	BC3	Incident command
					E16	Cancelled at Scene
					E9	Investigate
					T15	Cancelled at Scene
578 D St Total						

Station FMZ	Address	Incident Number	Alarm Date	Incident Type	Apparatus	Apparatus Action Taken	
S10	15614 S Lammer Rd	1622335	12/8/2016 20:18	Building Fire	BC2	Assistance, other	
					BC3	Incident command	
					BR12	Assistance, other	
					BR13	Assistance, other	
					E10	Fire Attack	
					E16	Fire Attack	
					E17	Assistance, other	
					E9	Assistance, other	
					HR5	Assistance, other	
					M3	Assistance, other	
					PREV4	FMO Investigation	
					PREV5	FMO Investigation	
					T15	Ventilate	
					WT11	Provide water	
15614 S Lammer Rd Total							
13678 S Spangler Rd	1622835	12/15/2016 10:44	Fuel burner/boiler malfunction, fire confined	BC3	Standby/Staged		
				E10	Investigate fire out on arrival		
				E16	Standby/Staged		
13678 S Spangler Rd Total							
S''	SE Redland Rd at S Canter Ln	1622031	12/4/2016 12:03	Vehicle accident with injuries	BC3	Landing Zone	
					E11	Provide basic life support (BLS)	
					E16	Unit Diverted	
					E9	Provide advanced life support (ALS)	
					LF2	Transport person	
					M266	Cancelled at Scene	
					M268	Transport person	
					M271	Transport person	
					M298	Cancelled at Scene	
					SE Redland Rd at S Canter Ln Total		
	SE Redland Rd at S Fischers Mill Rd	1623602	12/26/2016 9:15	Vehicle accident with injuries	BC3	(blank)	
					E11	Provide advanced life support (ALS)	
					T15	(blank)	
	SE Redland Rd at S Fischers Mill Rd Total						
	18976 S Sprague Rd	1623434	12/23/2016 20:13	Building Fire	BC2	Assistance, other	
					BC3	Incident command	
					E11	Fire Attack	
					E16	Assistance, other	
					E9	Assistance, other	
HR5					Standby/Staged		
PREV6					FMO Investigation		
T15					Ventilate		
18976 S Sprague Rd Total							
S14	SE 282nd Ave at SE Aldred Rd	1622614	12/13/2016 5:24	Vehicle accident with injuries	BC2	Standby/Staged	
					BC4	Standby/Staged	
					E14	Incident command	
					EG76	Provide basic life support (BLS)	
					HR5	Extricate, disentangle	
					M276	Transport person	
					M336	Transport person	
					T8	Extricate, disentangle	
	SE 282nd Ave at SE Aldred Rd Total						
	SE HWY 26 at SE Kelso Rd	1623230	12/20/2016 19:44	Vehicle accident with injuries	BR18	Cancelled at Scene	
					E14	Control traffic	
					E74	Provide basic life support (BLS)	
					M269	(blank)	
	SE HWY 26 at SE Kelso Rd Total						
	14361 SE Frank Ave	1622534	12/12/2016 0:40	Building Fire	BC2	Incident command	
					BR19	Assistance, other	
					E14	Extinguish	
E4					Fill-in or moveup		
E7					Assistance, other		
E74					Assistance, other		
E9					Fill-in or moveup		
EG76					Assistance, other		
HR5					Assistance, other		
M276					(blank)		
PREV9					FMO Investigation		
T8					Assistance, other		
WT14					Cancelled at Scene		
WT71					Assistance, other		
PREV11	FMO Investigation						
14361 SE Frank Ave Total							
S15	134 East St	1624002	12/31/2016 18:04	Fire, other	BC2	Safety Officer	
					BC3	Provide information to public or media	
					E16	Fire Attack	
					E17	Provide water	
					E9	Standby/Staged	
					HR5	Cancelled at Scene	
					M3	Salvage & overhaul	
					T15	Search & rescue, other	
134 East St Total							

Station FMZ	Address	Incident Number	Alarm Date	Incident Type	Apparatus	Apparatus Action Taken	
S16	13434 Colton Plac	1622558	12/12/2016 11:28	Public service	E16	Investigate	
					E17	Investigate	
					M271	(blank)	
	13434 Colton Plac Total						
	13531 Clairmont Way	1623894	12/30/2016 3:28	Building Fire	BC3	Incident command	
					E16	Fire Attack	
					E17	Cancelled at Scene	
	13531 Clairmont Way Total						
	14759 S Thayer Rd	1622856	12/15/2016 15:22	Building Fire	BC3	Incident command	
					E10	Salvage & overhaul	
					E16	Extinguish	
					E9	Provide water	
					M16	Standby team	
PREV4					FMO Investigation		
14759 S Thayer Rd Total							
S17	18892 Atlanta Dr	1622595	12/12/2016 20:26	Water problem, other	BC3	Incident command	
					E10	Standby/Staged	
					E16	Remove water	
					E17	Investigate	
					E9	Standby/Staged	
					T15	Remove water	
					18892 Atlanta Dr Total		
S18	SE HWY 224 at SE HWY 211	1622715	12/14/2016 12:16	Vehicle accident with injuries	E110	Provide basic life support (BLS)	
					E14	Provide manpower	
					M262	(blank)	
	SE HWY 224 at SE HWY 211 Total						
	34201 SE Lilian Ln	1622916	12/16/2016 15:03	OUTSIDE rubbish, trash or waste fire	E110	Extinguish	
					E14	Extinguish	
					PREV8	FMO Investigation	
34201 SE Lilian Ln Total							
S19	SE 172nd Ave at SE HWY 212	1623772	12/28/2016 14:56	Vehicle accident with injuries	BC2	Cancelled at Scene	
					E19	Provide advanced life support (ALS)	
					E7	Cancelled at Scene	
					M269	Transport person	
	SE 172nd Ave at SE HWY 212 Total						
	19770 SE Sunnyside Rd	1622337	12/8/2016 20:43	Building Fire	BC4	Incident command	
					E14	Standby team	
					E6	Cancelled at Scene	
					E7	Extinguish	
					EG73	Cancelled at Scene	
					M273	Emergency medical services, other	
					M3	Salvage & overhaul	
					RH14	Provide Rehab	
RH2	Provide Rehab						
T8	Ventilate						
WT14	Cancelled at Scene						
19770 SE Sunnyside Rd Total							
17660 SE 232nd Dr	1622603	12/13/2016 0:47	Arcing, shorted electrical equipment	BC2	Standby/Staged		
				E14	Investigate		
				E7	Standby/Staged		
17660 SE 232nd Dr Total							

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** EMS Division Chief Bill Conway

**Re:** Emergency Medical Services Division Monthly Report – December 2016

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The following summary of work includes those activities completed within the EMS Division. Additional reports are included from the Emergency Manager, Community Paramedic, EMS Training Officer, as well as the monthly community CPR report from Cascade.

- Attended Clackamas Fire EMS and EPIC committee meeting
- Met with Clackamas County Health Housing and Human Services regarding System Enhancement Fund
- One OHSU Resident Ride Along
- Attended Clackamas Fire Medic Transport Workgroup meeting
- Hosted Quality Assurance Software demo for Clackamas County EMS agencies
- Participated in monthly Case Reviews with Doc Warden and Mike Verkest
- Attended a meeting with Chief Charlton and Senator Laurie Monnes-Anderson regarding the REPLICA bill coming forward this legislative session.
- Hosted Clackamas Fire District #1 Challenge Coin Celebration at the Training Center. Chain of survival participants in six cardiac arrest saves were honored. Two survivors attended and met their rescuers for the first time. Members of Clackamas Fire, Gresham Fire, AMR, CCOM, and bystanders who performed CPR were honored.

Respectfully Submitted,

Bill Conway, Division Chief – EMS

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Community Paramedic AmyJo Cook

**Re:** Community Paramedic Monthly Report - December 2016

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- Performed 8 Home visits of community members referred to by Clackamas Fire Crews
- Performed 4 Home visits of enrolled patients.
- Assist Adult Protective services with a home/patient evaluation
- Attended Fire and EMS training
- Delivered exercise gift to needy/challenged child in grandparent custody
- Attend hearing as witness to appeal states reduction in service hours for a community member
- Attended monthly Eastside Community paramedicine meeting at Providence Hospital
- Assisted community member with needed Screening for community resources.
- Outreach to father's heart to assist Clackamas needy/homeless with supplies

Respectfully Submitted,

AmyJo Cook, Community Paramedic

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** EMS Training Officer Mike Verkest

**Re:** Emergency Medical Services Division Monthly Report – December 2016

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- Participation the PART trial continued as we transition to ETT for January as our control device
- Began Shooting 2017 Protocol Update Video with TVF&R and Medical Directors
- 2016 End of Year Scientific Review Committee Meeting. Soon publishing the coordinated accomplishments and will present when completed.
- Community Paramedic Protocol Sub-Committee meeting. CFD1 will be developing the Diabetes home visit protocol.
- Planning began for the Community Paramedic Symposium 2.0. for 2017
- EMS Division hosted High Threats, Tactics, Treatment and Triage Course. Attendees from across the state were present.
- Hosted Dr. Warden for EMS Case Reviews
- Attended both the EMS committee and EPIC committee meetings.
- Continued Peer Chart review. Added more employees to the team in December
- Applied for State Homeland Security Grant Program for Stop the Bleed Kits. More info soon.
- Attended the monthly Training Division Staff meeting
- No Clackamas Fire Volunteer EMS Drill due to weather and Ops Santa
- Attended the East Clackamas County EMS Association Meeting. Continued Timberline EMS Conference planning.
- CCOM/LOCOM EMS Dispatch Protocol Update Meeting with Dr. Warden
- Continue Coordination & Training for ADORE FTEP program software integration
- Attended Medic Unit Committee Meeting
- Continued work on Medic Unit Orientation Program for New and Existing career staff

Respectfully submitted,

Mike Verkest, EMS Training Officer



Cascade Healthcare Services, LLC.  
Clackamas Fire District #1



Community CPR and First Aid Programs  
Student Enrollment and Course Evaluation Summary

Number of Classes Offered at Each Location							
Class Type	Dec-16						
	Station 2	Station 3	Station 4	Station 5	Station 7	Station 10	Station 15
BLS HCP			4			1	2
HS FA, CPR & AED		1	1		1		
HS CPR & AED		1	1		1		
HS FA		1	1		1		

Clackamas Fire Station Enrollment by Location							
Class Type	Dec-16						
	Station 2	Station 3	Station 4	Station 5	Station 7	Station 10	Station 15
BLS HCP			29			11	21
HS FA, CPR & AED		5	4		7		
HS CPR & AED		4	0		2		
HS FA			1				

Clackamas Fire Student Evaluation Summary -- December					
	1 (Strongly Disagree)	2 (Disagree)	3 (Neutral)	4 (Agree)	5 (Strongly Agree)
	1	2	3	4	5
Overall this course met my expectations:				3	64
The program was relative to my work and extended my knowledge:				7	60
Adequate supply of equipment that was clean and in good working order:				7	60
Method of presentation enhanced my learning experience:			1	7	59
Classroom environment was conducive to learning:			1	4	62
Instructor(s) provided adequate and helpful feedback:				2	65
Student's rating of the instructor's overall effectiveness:					
	Poor	Fair	Satisfactory	Good	Excellent
				2	65
Student would refer a friend/colleague to take the same course:					
				Yes	No
				67	





Cascade Healthcare Services, LLC.

Clackamas Fire District #1

Community CPR and First Aid Programs

Student Enrollment and Course Evaluation Summary



### Comments from Clackamas Fire Student Evaluations -- December 2016

Thank you for the Imperial March song suggestion.

Room was too cold. Location not very convenient.

"Lungs"& 1 infant facemask had some technical difficulties

Class was comfortable

Matt the instructor was very personable & professional! Thanks. Learned a lot.

Excellent teacher, was a pleasure! Thanks, confident, relaxed, patient, pleasant

The course was well organized and easy to follow. Thank you!

This was the best presented/easy to follow CPR course I have ever taken Good job! Thank you!

Thank you!

Very informative & he made sure to thoroughly explain anything we had questions on/stuff he felt necessary to further explain. Very satisfied with this course.

I enjoyed the personal experiences aspect that you added.

The new AHA videos were really (surprisingly) good/kept my attention. You two worked really well together and were very professional.

Good Job!

Awesome Instructor

No additional comments - Thank you!

Thank you!

Instructions were cut-and-dry and not and not dragged out which is excellent for people who would rather get direct education without tons of filler.

Excellent location, location is very convenient and comfortable. Thx.

Thank you. I learned and retained a lot more from this class than I have in the past. Very clear and effi

Funny and engaging. Fire station radio a bit distracting.

Very good instruction. Thank you for your time!

Instructor was knowledgable and kept the class interesting.

# **Emergency Services Division**

**To:** Chief Fred Charlton and the Board of Directors

**From:** Emergency Manager Gregg Ramirez

**Re:** Emergency Manager Monthly Report – December 2016

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- Board approved Station Security project. Work will begin immediately
- CERT Leaders met to plan the January CERT Basic class
- Conducted Emergency Preparedness presentation for Happy Valley Middle School students
- Submitted 3 SHSP grant applications to the County
- Attended Climate Adaptation for Emergency Management course
- Produced filmed and published the 12 Days of Christmas Disaster Preparedness social media and direct mail campaign
- Attended long range planning meeting with Clackamas River Water
- Produced and filmed the Pledge to Prepare campaign
- Produced IGA to administer CERT program for the City of Gladstone
- Attended Table Top Exercise planning meeting for the Springs Senior Living community
- Represented D1 as ASPIRE mentor at Rex Putnam
- Worked with County Disaster Management and North Clackamas School District during the December snow and freezing rain event

Respectfully submitted,

Gregg Ramirez, Emergency Manager

## Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Fleet Director Bill Bischoff

**Re:** Fleet Services Division Monthly Report – December 2016

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### Engines

- 3-142 E14- Died while driving, OOS
- 2-119 E1- PM and write ups
- 2-114 E10- Burned up Primer system and check engine light problems
- 2-120 E16- Transmission will not shift- OOS
- 2-118 E7- OOS- Front brakes problems, PM and write ups.

### Trucks/ Heavy Rescue

- 2-361 HR5 PM and write ups
- 2-206 T8- Misc write ups and Cradle point install

### Brush Rigs/ Water Tenders/ Boats

- Continue new Water Tender set up at Fleet and Station 11
- 2-932 B8- Engine throttle problems
- 2-931 B28- Steering and throttle problems

### Staff Vehicles/ Medic

- Several staff, Prevention and Training vehicles in for PM and repairs.
- New Facilities PU and BC Rig arrived- Begin set up process.
- 3-700 BC4- PM and write ups, Boring decal removal, cut and buff w/ wax to install new decals

### Other Items

- Fleet helped where needed during the snow event on Dec14. Worked with all crews to make sure they all had correct chains and qty. Assist Gladstone as well.
- Several hours of chain repair after event to be ready for the next event.
- Canby Fire PM and maintenance on BC6, M61 and SQT62
- Fleet continues to work through the ERP implementing process as well as the new Fleet/Logistics building setbacks.

Respectfully submitted,  
Fleet Director Bill Bischoff

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Human Resources Manager Trish Noble

**Re:** Human Resources Division Monthly Report – December 2016

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- Administrative Assistant Testing
- Training Chief Testing
- DFM Lieutenant Testing
- Entry Level Firefighter Testing
- Fall Advisory Committee Meeting – Regional Diversity Council
- Lunch with Norm Smith – Civil Service Commissioner
- Loomis Plan Management
  - Flex/Dependent Care Funding
    - New reporting method established and is a success
- Claim Investigation
  - Researching and requesting both Loomis and Meritain reprocess claims
  - FSA/DCAP investigation and reimbursement
- Standard of Oregon:
  - New online billing system activated
- Retiree Relations
- PEHP set-up and management
- Worker's Comp claims and Return to Work
- Retirement Projection Updates and Pre-retirement meetings
- Military and FMLA Leave compilations
- Wage and Benefit Packet Research

Respectfully submitted,

Human Resources Manager Trish Noble

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Logistics Manager DeAnn Cordes

**Re:** Logistics Division Monthly Report – December 2016

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The following summary of work includes those activities completed within Logistics.

- Logistics filled and delivered 208 orders sent to the Logistics Inbox. This is down 4.15% from December of last year.
- Filled and delivered 31 controlled medication orders; which is up 3.33% from December of last year.
- Updated the emergency communications spreadsheet and CAD. This includes our mobile and portable radios and alpha pagers.
- Staff attended and represented Logistics at the EMS Committee and Safety Committee meetings.
- Participated in Munis on-site training this month. The first training was on purchase orders and accounts payable. The trainer familiarized us with those Munis modules and talked to us about how it is now and how it will be with Munis in the future. The third day of training was canceled due to inclement weather.
- Participated in a conference call for the Tyler Forms kickoff introduction.
- Staff attended Carol Evans' retirement party. Logistics and finance especially accounts payable work very closely together. Carol will be deeply missed; she was such a joy to work with. We are excited to work with her replacement Mike. He has been very helpful and a pleasure to work with thus far.

Respectfully submitted,

Logistics Manager DeAnn Cordes

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Division Chief Mike Corless

**Re:** Training Division Monthly Report – December 2016

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The following summary of work includes those activities completed within the Training Division.

- Meetings Attended:
  - Training Staff Meetings
  - Target Solutions meeting
  - Academy management
  - Training/Communications
  - Operations Meeting
  - Hose Committee Meeting
  - Regarding Recruitment/Promotional testing timeline
  - Lt testing work group
  - St 12 and 13 pre-construction
  - St 16 construction
  - Volunteer Training program
  
- Teach 3 days Fire Officer Academy
- Continue to refine probationary requirements and reporting
- Fleet Logistics met with Clackamas County to discuss entrance options
- Webinars
- Award Seismic upgrade contract
- Finalize Pre-build design of Heavy Rehab
- Final inspection of the Type III engines.
- Assist in the development of multiple testing process
- Vacation last week of December

### **Training Officer: Keith Smith**

- Meetings Attended
  - Training Staff Meetings (6hrs)
  - Target Solutions meeting (4hrs)
  - Academy Evaluations (4hrs)
  - MUNIS Meetings (16hrs)
  - Schools and Conferences Management (4hrs)
  - Estacada Volunteer Drill for Target Solutions(2hrs)
  - Fire Officer 1/2 Academy (32hrs)
  - Lt Test meetings (2hrs)

### **South Battalion Training Officer: Sean Brown**

Board report for Month of December

- Operation Santa Warehouse help
- Safety meeting
- Volunteer Training Reform Meeting
- Meet with AO Mentors
- Attend weekly training meetings
- Special Operations Budget meeting
- Webinar production for Elevator Rescue with Lt. Brian Goodrich
- Update Probationary AO Task books
- Film/edit/post new water tender video
- Rope Rescue Meeting

Other on-going projects

- Preparing for NFPA Rope Rescue Class

### **North Battalion Training Officer: Mark Webster**

- Completed the Mission Ready Activity in TS
- Conducted multiple tasks on TS
- Began research on Volunteer Training Program
- Policy revisions

### **East Battalion Training Officer: Ted Willard**

- Meetings Attended
  - Hose Committee Meeting (3hrs)
  - Firemanship Conference Planning Meeting (4hrs)
- Volunteer Drill topics for December
  - No Drills due to Operation Santa

### **Academy Coordinator: Steve Sakaguchi**

- No report Available

Respectfully submitted,

Division Chief Mike Corless

# Emergency Services Division

**To:** Chief Fred Charlton and the Board of Directors

**From:** Health and Wellness Manager Heather Goodrich

**Re:** Wellness Division Monthly Report – December 2016

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The following summary of work includes those activities completed by Clackamas Fire Wellness Staff:

- Conducted interviews for the Occupational Medicine Request for Proposal process. (2 proposers)
- Annual Clackamas Career pre-physical testing. (1 person)
- Make-up testing spirometry and hearing testing for Clackamas Career. (2 people)
- Annual OSHA required hearing conservation training for career firefighters. (1 person)
- Immunizations were provided to Clackamas volunteers and staff. (1 person)
- Coordinated annual NFPA 1582 physicals for 75 career firefighters.
- Coordinated baseline NFPA 1582 physicals, chest x-rays, treadmills and drug screens for baseline candidate firefighters (1 person)
- Coordinated Fit for Duty physicals for injured career firefighters returning to duty. (1 person)
- Presented about Injury Reporting processes and Injury Data at the Clackamas Fire Officers Academy.
- Annual Fitness Testing for Clackamas Career Firefighters. (1 person)
- Submaximal treadmill tests for Clackamas Career Firefighters. (1 person)
- Attended a full-day class at TVF&R sponsored by the Firefighter Cancer Support Network titled “Taking Action Against Cancer in the Fire Service”.
- Processed and provided follow-up for on-the-job injury reports and for Safety Committee. Six injury and one exposure report were submitted with zero of the reports turning into a workers’ compensation claim.
- Coordinated volunteer injuries and return to work program. (1 person returned to work; 1 still off)
- Provided requested health information and consultations to 3 firefighters and staff.
- Provided requested information about our program to Eastside Fire & Rescue, Marion County Fire District #1 and Molalla Fire via email.
- Created and sent out monthly Wellness Update.
- Distributed EAP Employee Newsletter and EAP Supervisor Newsletter by email.
- Attended the monthly Safety Committee Meeting.
- Koryn Galego, Medical Assistant, delivered her daughter Kiley on December 14, 2016. Koryn will be off work until mid-February.
- Jennifer Adams, Athletic Trainer, is out of the office from mid-December until mid-January. Her board report for December will be submitted with the Wellness January report.

Respectfully submitted,  
Health and Wellness Manager Heather Goodrich





# Clackamas Fire District #1

## Wellness Update

December 2016  
Issue 196

### Health Question of the Month

Q. Is there any truth to the "5-second rule" regarding food dropped on the floor?

A. Well, leave it to science to debunk yet another pop-culture myth. Researchers at Rutgers University have disproven the notion that if you pick up dropped food within 5 seconds, it's still safe to eat. Turns out bacteria from the floor can transfer in less than a second in some cases.

### Wellness News

- If you are due for a physical with Adventist Health this year, please make sure it is completed by your assigned due date. Once your paperwork has been taken to Adventist, Heather will email you to let you know if you need a physical.
- CFD#1 is going through the RFP process for a new Occupational Medicine provider. Should the provider change, the transition will take place in February.
- Wellness wishes everyone a happy, safe, and healthy holiday season!



## IAFC RELEASES HEALTHCARE PROVIDER'S GUIDE

The IAFC has released A Healthcare Provider's Guide to Firefighter Physicals to assist healthcare providers in the evaluation and treatment of the health and wellness of firefighters. The guide serves as an important new tool for firefighters to manage their own healthcare.

The research-supported, experience-driven guide, spearheaded by the IAFC's Safety Health and Survival Section, features a systems approach to the physical examination of firefighters, addressing cardiovascular health and fitness, cancer, musculoskeletal injuries, behavioral health, lung disease, sleep disorders and infectious diseases.

Recent studies and surveys suggest there is a serious gap in the healthcare of firefighters:

- \* According to the National Fire Protection Association, sudden cardiac deaths account for a majority (51%) of on-duty firefighter deaths.
- \* Research by Denise Smith, PhD, Skidmore College, found for every line-of-duty death there are an estimated 17 nonfatal cardiac events on duty among firefighters.
- \* An IAFC survey found that only 45% of volunteer firefighter respondents and up to 80% of career firefighter respondents receive annual firefighter physicals.

"Firefighters need healthcare that is tailored to the inherent risks of their dangerous jobs," said Chief John Sinclair, IAFC president and chairman of the board. "The guide provides doctors and firefighters clear information about the clinical care needed to address these risks. The IAFC encourages all firefighters to be strong advocates for their own health and wellness by making sure their doctor examines them for the many health risks they face."

This guide is an important new tool designed to explain to healthcare providers the job of firefighting, whether or not a fire department offers NFPA 1582 physicals. It addresses the physiological demands, hazards, exposures, diseases, illnesses and injuries firefighters are most prone to suffer. Through research and experience-driven clinical recommendations, it focuses a healthcare provider's examination.

"As a former firefighter and department physician with the Boston Fire Department and now as the primary care provider for many Boston-area firefighters, I have developed a unique perspective and understanding of the many immediate and long-term serious health risks associated with firefighting," said Dr. Michael Hamrock, St. Elizabeth's Medical Center, a primary contributor in the development of the guide. "These guidelines will be extremely beneficial to primary-care clinicians and have a profound impact on improving the health and saving the lives of many firefighters. Primary-care providers will now be better equipped to more effectively screen and intervene early on the specific occupationally related illnesses that are disabling and killing too many of our firefighters."

This resource is a result of great collaboration between the Safety, Health and Survival Section and FSTAR. The guide is built in concert with NFPA 1582 and the IAFC/IAFF Wellness-Fitness Initiative. It was made possible through the IAFC's FSTAR initiative, funded by an Assistance to Firefighters Grant/Fire Prevention and Safety Grant award from FEMA. The document can be accessed at: <http://www.fstaresearch.org/resource/?FstarId=11591>

### In this issue

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Natural Cold & Flu Remedies **P.2**

How to Fit in Exercise During Holidays **P.3**

Exercise of the Month: Push-Up Jacks **P.3**

Recipe: White Chocolate Holiday Bark **P.4**

## Interactive Holiday Movie Workout

### How the Grinch Stole Christmas:

Jump every time someone says "Who."

### Elf:

Start and stop jumping jacks every time the word "elf" is used.

### Home Alone:

Get up or sit down every time someone gets hit or falls down.

### A Charlie Brown Christmas:

Do 10 push-ups every time Snoopy appears.

### White Christmas:

Do side steps or just dance along every time there is a musical number.

### A Christmas Story:

Do five push-ups during the following scenes: Pink bunny rabbit costume, the leg lamp, the tongue stuck to the pole AND any time you hear "you'll shoot your eye out!"

### Christmas Vacation:

Do 10 squats when you see Aunt Bethany, 2 burpees when a calendar door is opened, 1 minute wall sit when the neighbors get mad, 1 minute plank when Clark's bonus is referred to, and 5 push-ups when Clark endangers himself or others.

### All Holiday Movies:

Do 10 squats every time someone appears on screen wearing a Santa hat.



## Natural Cold & Flu Remedies

It's no wonder these kinds of treatments are popular -- we still have no cure for colds or the flu. While some conventional meds can prevent the flu or shorten how long it lasts, others ease symptoms for a little while. Many natural remedies can give you short-term relief as well, and a few may help you get better.

**Echinacea:** This herbal supplement may boost your immune system and help fight infections. But it's unclear whether that helps you fight off colds. Most evidence shows echinacea doesn't help prevent a cold, but some research found it shortens symptoms by a day or two. Other studies say it has no effect. To try it, take it when you start to feel bad and continue for 7 to 10 days.

**Zinc:** Some studies show it helps fight viruses, like the cold. They say the mineral stops certain proteins from forming before cold viruses can use them to reproduce. While zinc doesn't appear to prevent colds, it may help shorten their length and lessen the severity if you take it within 24 hours of the first symptoms. The FDA says not to use zinc nasal products for colds -- some people say they had a permanent loss of smell.

**Vitamin C:** Its cold-fighting powers remain uncertain. Some research suggests it can cut cold symptoms short by about a day. One study showed that people under extreme physical stress or in cold weather were 50% less likely to get a cold if they took vitamin C. About 2,000 milligrams seems to work best, but this high dose may cause diarrhea and stomach upset.

**Chicken Soup:** Grandma was onto something. Chicken soup may help cold symptoms in more than one way. Inhaling the steam can ease a stuffy nose. Sipping spoonfuls of it can help replace the fluids you lose.

**Hot Tea:** It offers some of the same perks as chicken soup. Breathing in the steam relieves congestion, while swallowing the fluid soothes your throat and keeps you hydrated. Black and green teas have the added bonus of being loaded with disease-fighting antioxidants, which may stave off colds as well.

**Hot Toddy:** This adult drink is an age-old nighttime cold remedy. Add a teaspoon of honey, a small shot of whiskey or bourbon, and a squeeze of lemon to a cup of hot herbal tea. This mixture may ease congestion, soothe your throat, and help you sleep. Limit yourself to one -- too much alcohol can keep you awake.

**Garlic:** It's long been known as a germ-fighter. And one study showed garlic supplements may help prevent colds when taken daily. But more research needs to be done to figure out its real effects.

**Steam/Humidifier:** Breathing in steam can break up congestion in your nose, offering relief when it's stuffy or runny. You can get a heavy dose from a room humidifier -- or simply sit in the bathroom with the door shut and a hot shower running.

**Neti Pot:** This gadget lets you flush out your nasal passages with a saltwater solution. The result is thinner mucus that drains more easily. Research suggests neti pots can ease symptoms like congestion, pressure, and facial pain, particularly in people with ongoing (chronic) sinus troubles.

**Menthol Ointment:** Days of wiping and blowing your nose can leave the skin around your nostrils sore and irritated. A simple remedy is to dab a menthol-infused ointment under (but not in) your nose, or on your chest or throat. Menthol relieves the pain of raw skin. The vapors relieve a cough and open clogged passages, which eases your congestion. Don't give it to children under 2.

**Saltwater Gargle:** This may help your sore throat. Gargle warm water with a teaspoon of salt four times daily to keep a scratchy throat moist..

**Let Your Fever Work:** It's the original natural remedy. The rise in temperature fights colds and the flu by making your body too hot for germs to live. But if it makes you uncomfortable, it's fine to take something to treat it. Drink plenty of liquids, too. Call your doctor right away if your temp is over 104 F, unless it comes down quickly with treatment. For an infant who's 3 months or younger, call your doctor for any fever over 100.4. Children with a fever of less than 102 usually don't require treatment unless they're uncomfortable.

**Bed Rest:** Who has time to spend a day or two under the covers? But when you get plenty of rest, your body can direct more energy to fighting off germs. Staying warm is also important, so tuck yourself in and give your immune cells a leg up.

Source: [www.webmd.com](http://www.webmd.com)



## How to Fit in Exercise During the Holidays

The holidays are almost here and soon life will be more hectic than usual, with family gatherings, vacation, shopping and parties.

For many people with crazy schedules, exercise is the first thing to go. But you may need exercise more than ever during the holidays, not only to keep your heart healthy but to manage extra stress and keep those extra pounds from eggnog lattes at bay.

Here are some ways to keep moving from Thanksgiving to New Year's:

- Create a new tradition: Sign the family up for a holiday 5K run, go ice skating or join a caroling group.
- Schedule your exercise: Add a specific activity to your schedule and stick to it. Try to exercise before social events and big meals to feel refreshed and relaxed.
- Do yard work: Snow blowers and leaf blowers are convenient, but shoveling snow and raking leaves are great ways to get the heart pumping and fit in exercise without going to the gym.
- Play with the kids or grand kids: instead of watching TV, kick a soccer ball around, swim at the local pool or go on a hike.
- Sight-see on foot: If you are on vacation, walk as much as you can instead of grabbing a cab or sitting on a tour bus.
- Take the dog for an extra walk: Use this time to clear your head and lower your stress before you dive back into your busy schedule.

On average, Americans gain 1 to 2 pounds during the holidays, and for many the weight tends to stick. That can add up over the years.

Keep moving so your New Year's resolution isn't about going on a diet!

*Source: Providence Health*

## Exercise of the Month

### Push-Up Jacks

This exercise engages the upper body and core. It is also a great exercise to use in a plyometric circuit.

- Begin in a straight-arm plank position with shoulders over wrists, feet together, and the body in a straight line.
- Lower to a push-up while jumping the feet to a wide position. Keep abs tight and land with the spine straight and chest close to the floor.
- Jump the feet back together while straightening the arms to push up to the starting position. Repeat as many times as possible for 30 seconds.



## Children Miss Mark on Cardiovascular Health

Children with healthy lifestyle habits are more likely to live healthy lives in adulthood. Unfortunately, according to the American Heart Association, most children aged 2–19 fail to meet current standards for cardiovascular health.

The AHA determined seven characteristics that contribute to optimal cardiovascular health and then analyzed current research regarding those characteristics.

**1. Smoking status.** 1/3 of individuals aged 12–19 smoked or had smoked a cigarette in the last 30 days.

**2. BMI.** Among 2- to 5-year-olds, 9%–11% had poor BMI. That rate increased to 19%–27% in 12- to 19-year-olds.

**3. Activity levels.** Only 1/2 of boys and 1/3 of girls aged 6–11 achieved the recommended 60 minutes of activity each day. Among those aged 16–19, 5% of girls and 10% of boys met that recommendation.

**4. Energy intake.** 91% of adolescents scored poorly on diet measures. Their diets consisted mostly of grain-based desserts and sugary drinks.

**5, 6 & 7.** Blood pressure, blood sugar and cholesterol. Most of the adolescents scored well on each of these measures.

The study's lead researcher, Julia Steinberger, MD, MS, director of pediatric cardiology at the University of Minnesota, in Minneapolis, blamed poor nutrition choices as a primary factor for poor heart health in kids. "Children are eating high-calorie, low-nutrition foods and not eating enough fruits, vegetables, whole-grains, fish and other foods strongly associated with good heart health and a healthy body weight," she said.

*Source: Circulation, 2016*



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## White Chocolate Holiday Bark

*Sweet and crunchy, every bite of this festive candy is loaded with heart-healthy dried cranberries and antioxidant rich almonds.*

### INGREDIENTS:

- 1 cup sliced almonds
- 1/4 cup unsweetened coconut
- 1 cup oven-toasted rice cereal
- 1 cup dried cranberries or cherries
- 1 1/2 pounds white chocolate, chopped
- 2 tsp vegetable oil



### PREPARATION:

1. Preheat the oven to 325°. Line a baking sheet with parchment paper, and set aside.
2. Spread the sliced almonds and the unsweetened coconut in an even layer on the baking sheet. Toast 5–8 minutes or until coconut just begins to brown. Remove baking sheet from the oven, and let cool.
3. In a large bowl, combine almonds, coconut, rice cereal, and dried cranberries. Reserve about 1/4 cup of the mixture, and set aside.
4. Place chopped white chocolate and 2 teaspoons vegetable oil in a large heatproof bowl, and set over a medium saucepan of simmering water. Stir with a spatula until the chocolate is completely melted.
5. Remove the chocolate from heat, and fold in the almond mixture. Spread mixture evenly on parchment-lined baking sheet. Sprinkle on the reserved 1/4 cup topping. Refrigerate for about 30 minutes or until the chocolate has completely set. Break the bark into small pieces, and serve.

### Nutrition Facts:

Servings: 30  
 Serving size: 1 oz  
 Calories: 142  
 Total Fat : 8g (4 sat, 3g mono, 1g poly)  
 Cholesterol: 2mg  
 Protein: 2g  
 Carbohydrate: 17g  
 Fiber: 1g  
 Sodium: 28mg

Source: [www.health.com](http://www.health.com)

## DID YOU KNOW?

Here's an excuse to eat another serving of fruit. Spanish tradition calls for people to eat 12 grapes at midnight on New Year's Eve. While Americans may greet the New Year downing a glass of champagne and grabbing a kiss, Spaniards are focused on eating all 12 of the "miraculous grapes" that symbolize 12 lucky months ahead.

# Financial Services Summary

To: Board of Directors  
Chief Fred Charlton  
From: Senior Accountant Tyler Spath  
CC: Finance Director Christina Day  
Re: Financial Services Division Monthly Report – December 2016

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## **Cash Flow**

During the month of December, the District received \$3,041,433.58 in tax revenue, of which \$2,640,468.39 is from current year taxes. These funds were transferred into the Local Government Investment Pool by the Clackamas County Treasurer's office and the Multnomah County Treasurer's Office.

## **General Fund**

The Personnel Services Category of the General Fund ended under budget by 0.39% at the end of December. While this appears to be a comfortable position in this category, please keep in mind the following:

- The PERS Bond Payment is paid twice a year and the second payment is not due until June. This trends the line item low.
- Medical claims posted to the Cafeteria Plan and the OPEB Benefits line item are recognized on the financial statements 45-60 days after the services are provided. This also trends the line item low due to the timing issue.

By removing these line items from the categorical trending calculation, the District has expended 51.72% of all of the other line items in the category. This is approximately 1.72% over budget for this point in the fiscal year.

The Materials and Services category is within budgetary guidelines at 49.59% expended. The Capital Outlay category is over budgetary guidelines at 49.91%, primarily due to major one-time purchases for projects underway in Information Technology.

## **Special Funds**

All funds are within budgetary guidelines.

## **Equipment Reserve Fund (ERF)**

Fund activity for December 2016 reflects the purchase of a staff vehicle for Facility Maintenance, and a BC command vehicle for operations.

## **Capital Projects Fund (CPF)**

Fund activity reflects payment for architectural services for station upgrades and design.

**Training Enterprise Fund (TEF)**

There was no notable activity in the TEF in December

**Debt Service Fund (DSF)**

There was no notable activity in the DSF in December.

**Sinking Fund (SF)**

Fund activity reflects payments for Architectural and Engineering services on the Fleet/Logistics building in December.

**PERS Reserve Fund (PRF)**

There was no notable activity in the PRF during December.

**Investment Activity**

The Oregon LGIP interest rate was 1.03 percent at the end of December. As a comparison, the table below demonstrates the yields for other local government investment pools as of January 19, 2016.

State	Previous	Current	State	Previous	Current
Washington	0.47%	0.47%	Alaska	0.40%	0.62%
Oregon	1.03%	1.03%	Idaho	0.63%	0.66%



## **SHORT TERM INVESTMENT PORTFOLIO**

### **December 31st, 2016**

#### **GENERAL FUND:**

Local Government Investment Pool	\$25,157,162.89
Key Bank Checking	1,486,472.62
Meritain Trust	3,000.00

#### **EQUIPMENT RESERVE FUND:**

Local Government Investment Pool	740,356.81
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#### **CAPITAL PROJECTS FUND:**

Local Government Investment Pool	2,831,523.95
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#### **TRAINING ENTERPRISE FUND:**

Local Government Investment Pool	20,502.82
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#### **DEBT SERVICE FUND:**

Local Government Investment Pool	1,263,339.20
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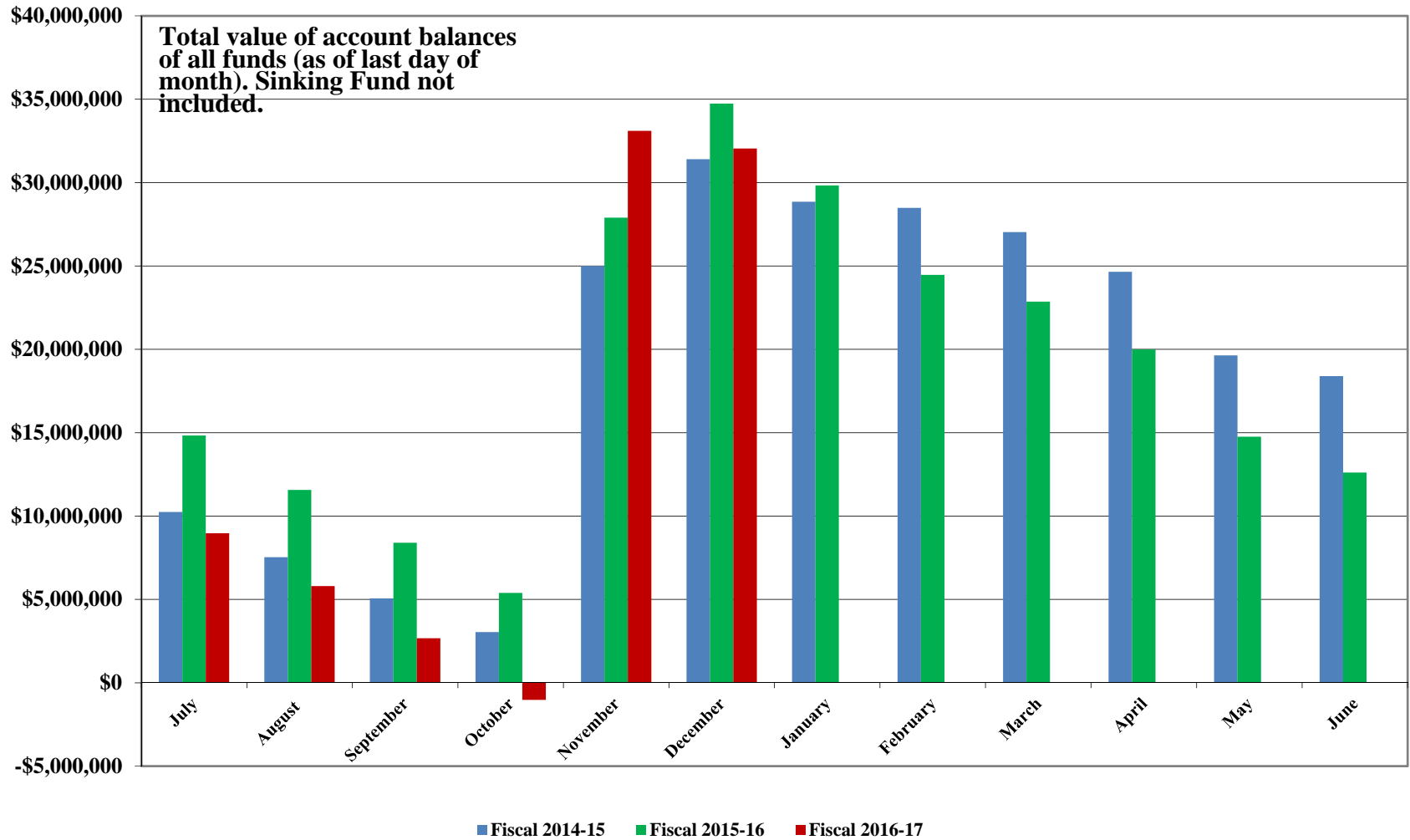
#### **SINKING FUND:**

Local Government Investment Pool	17,357,066.42
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#### **PERS RESERVE FUND:**

Local Government Investment Pool	538,936.48
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## Clackamas County Fire District #1 Account Balances by Month





General Ledger Trial Balance for Period Ending 6/30/2015  
 Account NumberRange: From: 1110-1000-1 To: 3500-1000-1

CLACKAMAS COUNTY FIRE DISTRICT #1 (CFD)

Account Number	Description	Debit	Credit
<b>Assets</b>			
1120-1000-1	Key Bank - General Fund	235,821.06	
1125-1000-1	Petty Cash Banks	4,700.00	
1130-1000-1	LGIP - General Fund	14,271,583.18	
1130-2000-9	LGIP - Equipment Reserve Fund	1,214,783.90	
1130-3000-9	LGIP - Capital Project Fund	2,631,772.98	
1130-4000-9	LGIP - Training Enterprise Fund	13,942.36	
1130-5000-9	LGIP - Debt Service Fund	21,316.50	
1150-1000-1	Meritain Trust Account	3,000.00	
1155-1000-1	Accounts Receivable	17,753.31	
1160-1000-1	Retirees Health Insurance	6,318.96	
1175-1000-1	Property Tax Receivable	2,349,113.41	
1175-5000-9	Property Tax Receivable-Bond	60,021.70	
1185-1000-1	Undistributed Tax Collections	167,812.05	
1210-5000-9	Undistributed Tax Coll.-Bond	4,957.98	
1225-1000-1	Grant Receivable	91,219.73	
1230-1000-1	Other Receivables	66,985.15	
1235-1000-1	Inventory:Fire Fighting Supp	20,496.95	
1240-1000-1	Inventory:EMS & Rescue Supply	1,694.16	
1245-1000-1	Inventory:Uniform & Prot Equip	53,136.28	
1250-1000-1	Inventory:Office Supply	888.33	
1260-1000-1	Inventory:Operating Expense	607.46	
1265-1000-1	Inventory:Household Supply	9,267.72	
1270-1000-1	Inventory:Fire Hose	8,054.25	
1275-1000-1	Inventory:Fire Prevention	344.00	
1280-1000-1	Inventory: Fleet Maintenance	59,236.50	
1285-1000-1	Inventory:Fire Fighting Equip	369.32	
1295-1000-1	Inventory: EMS Supplies	34,401.00	
1300-1000-1	Prepaid Expense	549,371.50	
1310-1000-1	Cafe Plan Benefits Clearing		4,460.05
1316-1000-1	Payroll Clearing	0.00	
	<b>Assets:</b>	<b>21,898,969.74</b>	<b>4,460.05</b>
<b>Liabilities</b>			
2320-1000-1	Accounts Payable		417,697.07
2323-1000-1	A/P Other		146,179.55
2325-1000-1	Benefits Payable		387,863.61
2330-1000-1	Medical Claims Allowance		350,000.00
2365-1000-1	Flexible Spending Account		29,555.53
2375-1000-1	Accrued Trimet Tax		35,015.94
2380-1000-1	PERS Employer		90.71
2385-1000-1	PERS P&F Units Withheld		266.67
2390-1000-1	Pre-Paid Legal Services	0.00	
2395-1000-1	Deferred Compensation		0.00
2400-1000-1	PERS Pre-Tax Withheld		129,043.67
2405-1000-1	Supplemental Insurance		0.00
2410-1000-1	Dues		3.00
2415-1000-1	Wage Assignment		0.00
2445-1000-1	Deferred Prop Tax Revenue		2,196,870.44
2445-5000-9	Deferred Prop Tax Revenue-Bond		53,814.46
	<b>Liabilities:</b>	<b>0.00</b>	<b>3,746,400.65</b>
<b>Fund Balance</b>			
3470-1000-1	Fund Balance-General Fund		12,980,428.94
3470-2000-9	Fund Balance-Spec Rev		246,481.32
3470-3000-9	Fund Balance-Cap Proj		155,015.73
3470-4000-9	Fund Balance-Training		3,947.69

Account Number	Description	Debit	Credit
<b>Fund Balance</b>			
3470-5000-9	Fund Balance-Bond		29,780.01
		<b>Fund Balance:</b>	<u>13,415,653.69</u>
		<b>Report Total:</b>	<u>17,166,514.39</u>
		<u>21,898,969.74</u>	

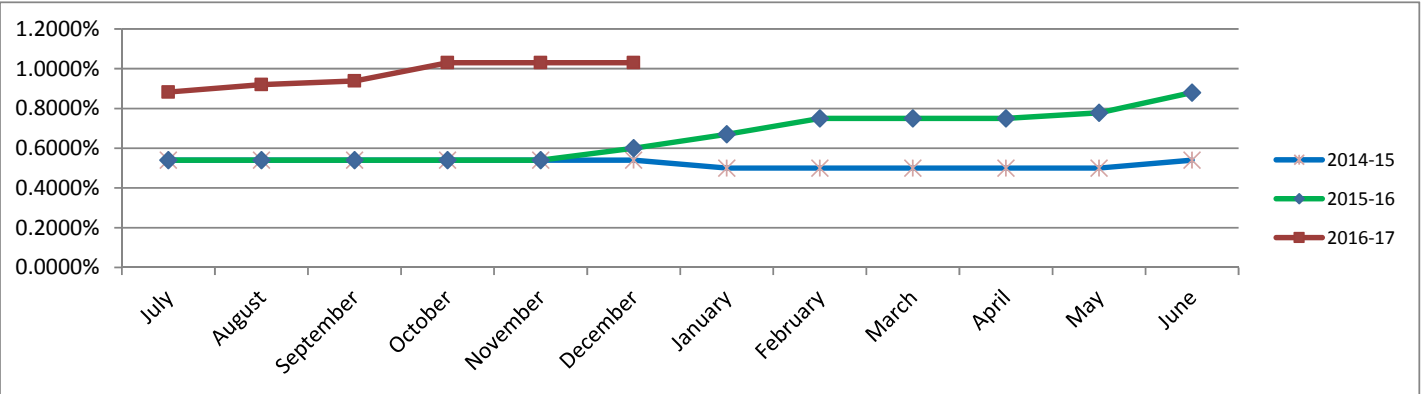


## Clackamas County Fire District No. 1

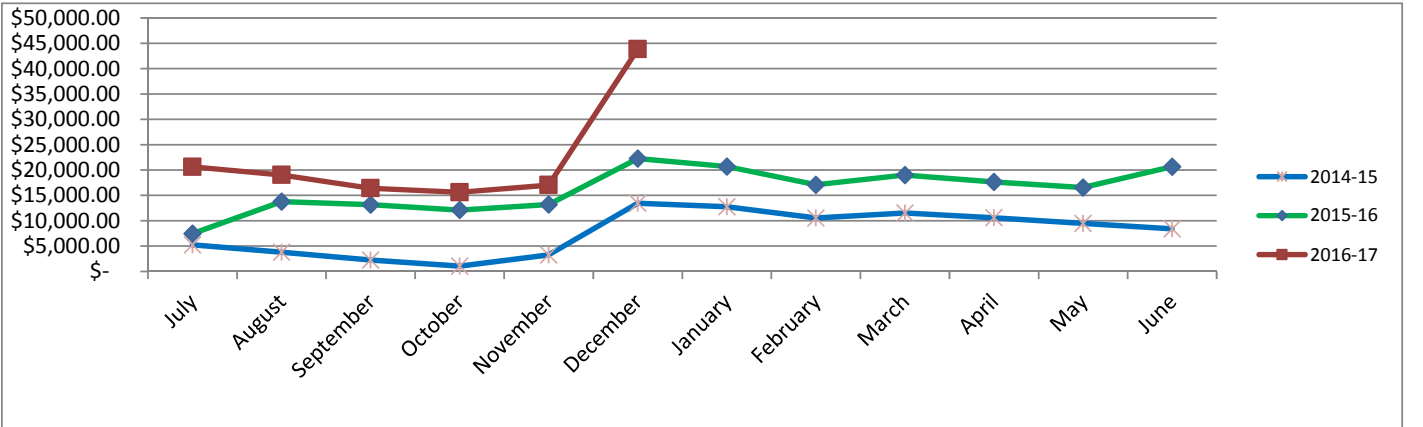
<b>LGIP Monthly Interest Rate Averages</b>			<b>Monthly Earnings LGIP</b>
December	<b>2015</b>	<b>0.5884%</b>	<b>\$22,266.65</b>
January	<b>2016</b>	<b>0.6474%</b>	<b>\$20,689.28</b>
February	<b>2016</b>	<b>0.6866%</b>	<b>\$17,089.51</b>
March	<b>2016</b>	<b>0.7500%</b>	<b>\$19,020.30</b>
April	<b>2016</b>	<b>0.7500%</b>	<b>\$17,666.67</b>
May	<b>2016</b>	<b>0.7782%</b>	<b>\$16,550.33</b>
June	<b>2016</b>	<b>0.8750%</b>	<b>\$20,660.59</b>
July	<b>2016</b>	<b>0.8823%</b>	<b>\$20,628.22</b>
August	<b>2016</b>	<b>0.9200%</b>	<b>\$19,036.23</b>
September	<b>2016</b>	<b>0.9383%</b>	<b>\$16,412.49</b>
October	<b>2016</b>	<b>1.0300%</b>	<b>\$15,617.35</b>
November	<b>2016</b>	<b>1.0300%</b>	<b>\$17,046.94</b>
December	<b>2016</b>	<b>1.0300%</b>	<b>\$43,837.75</b>

Clackamas Fire District #1  
 LGIP Interest Rates and Revenue

**Interest Rates - Fiscal 2014-15 to Present**



**Interest Revenue - Fiscal 2014-15 to Present**



## CLACKAMAS COUNTY FIRE DISTRICT #1

## Budget Status - CCFD General Fund

## Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	% USED
<b>REVENUE</b>					
(4450) Current Years Taxes	2,557,748.12	39,193,924.32	42,469,451.00	3,275,526.68	92.29
(4455) Prior Years Taxes	25,325.78	609,931.77	1,322,840.00	712,908.23	46.11
(4460-4465) Other Taxes	.00	50.00	8,000.00	7,950.00	.63
(4470) Property Tax - GF	.00	.00	.00	.00	.00
(4472) Bond Proceeds PERS	.00	.00	.00	.00	.00
(4475) Tax Increment Fund	.00	.00	.00	.00	.00
(4480-4495) Interest	33,356.56	72,011.75	145,000.00	72,988.25	49.66
(4500) Training Contracts	.00	.00	.00	.00	.00
(4502) Training Classes	.00	.00	.00	.00	.00
(4505) AMR Contract	.00	.00	.00	.00	.00
(4510) Other Manpower Contr.	.00	.00	.00	.00	.00
(4520) Equipment Rental Income	.00	.00	.00	.00	.00
(4535) Contract Income	373,153.65	2,235,982.11	4,609,435.00	2,373,452.89	48.51
(4540) Sale of Surplus Goods	.00	.00	.00	.00	.00
(4545) OPEB Income	34,136.17	178,160.00	329,562.00	151,402.00	54.06
(4550) Sales to Outside Agcy	.00	.00	.00	.00	.00
(4555) Sale of Goods/Service	760.00	9,282.96	5,000.00	4,282.96	185.66
(4560) Grant Income	558.00	3,415.15	135,794.00	132,378.85	2.51
(4570) Transportation Response	31,699.72	126,023.76	200,000.00	73,976.24	63.01
(4571) False Alarm Reponse	875.00	7,625.00	.00	7,625.00	.00
(4572) Illegal Burn Response	.00	.00	.00	.00	.00
(4575) Sale of Equipment	.00	.00	.00	.00	.00
(4585) Dividends	.00	.00	.00	.00	.00
(4590) Miscellaneous Receipts	2,291.02	7,009.11	130,000.00	122,990.89	5.39
(4592) ASA Plan Revenue	.00	54,560.00	117,592.00	63,032.00	46.40
(4595) Short Term Note Proceed	.00	.00	.00	.00	.00
(4600) Other Dist. Repairs	.00	.00	.00	.00	.00
(4605) Non-Municipal Repairs	.00	.00	.00	.00	.00
(4610) Transfer from Bond Fun	.00	.00	.00	.00	.00
<b>TOTAL REVENUE</b>	<b>3,059,904.02</b>	<b>42,497,975.93</b>	<b>49,472,674.00</b>	<b>6,974,698.07</b>	<b>85.90</b>
<b>PERSONNEL SERVICES</b>					
(5501) Fire Chief	14,382.02	86,292.12	172,586.00	86,293.88	50.00
(5502) Executive Officer	.00	.00	.00	.00	.00
(5503) Deputy Chief	26,392.76	158,356.56	316,672.00	158,315.44	50.01
(5504) Division Chief	38,989.80	244,089.48	465,842.00	221,752.52	52.40
(5505) Battalion Chief	82,636.30	466,067.41	976,524.00	510,456.59	47.73
(5506) Exempt Staff Group	124,974.70	748,661.24	1,475,883.00	727,221.76	50.73
(5507) Inspectors	40,407.33	229,535.67	414,092.00	184,556.33	55.43
(5508) Deputy Fire Marshall	34,475.60	206,194.86	518,228.00	312,033.14	39.79
(5510) Captain	162,791.11	1,160,185.55	2,286,629.00	1,126,443.45	50.74
(5512) Lieutenant	280,938.61	1,605,218.82	3,394,131.00	1,788,912.18	47.29
(5515) Apparatus Operator	394,698.81	2,386,001.78	4,507,262.00	2,121,260.22	52.94
(5520) Fire Fighter	489,008.49	2,891,550.77	5,567,582.00	2,676,031.23	51.94
(5530) Non-Exempt Staff Group	120,058.30	672,663.50	1,451,231.00	778,567.50	46.35
(5535) Other Employee	43,730.20	73,146.00	148,486.00	75,340.00	49.26
(5540) Temporary Labor	5,483.75	19,243.75	59,540.00	40,296.25	32.32
(5545) EMT Premium	23,644.10	137,943.07	1,125,758.00	987,814.93	12.25
(5555) School Replacement	4,496.44	10,914.66	40,000.00	29,085.34	27.29
(5560) Ops Replacement	343,639.65	2,437,625.12	4,266,704.00	1,829,078.88	57.13
(5562) Vacation Buyback	4,665.28	27,552.06	36,000.00	8,447.94	76.53
(5563) Retirement/Seperation	227,599.86	348,871.15	280,000.00	68,871.15	124.60
(5570) Administrative Leave	.00	.00	30,000.00	30,000.00	.00
(5575-5615) Overtime	47,922.94	299,832.16	455,081.00	155,248.84	65.89
(5620) Social Security/Medicar	115,075.12	970,430.95	2,054,347.00	1,083,916.05	47.24
(5640) Tri-Met Taxes	27,091.82	51,305.30	168,851.00	117,545.70	30.38
(5660) PERS Pickup	.00	.00	.00	.00	.00
(5665) PERS	1,072,039.58	3,125,896.39	4,551,367.00	1,425,470.61	68.68
PERS Bond Payment	.00	438,740.18	1,632,504.00	1,193,763.82	26.88
(5670) Deferred Compensation	35,038.68	206,943.86	466,017.00	259,073.14	44.41
(5675) Unemployment	.00	785.68	5,000.00	4,214.32	15.71
(5680) Life Insurance	.00	15,070.35	45,000.00	29,929.65	33.49
(5690) Cafeteria Plan	237,877.53	1,281,458.80	3,474,419.00	2,192,960.20	36.88
(5691) PEHP	25,500.00	151,100.00	306,692.00	155,592.00	49.27
(5692) OPEB Benefits	28,310.76	342,346.00	600,000.00	257,654.00	57.06
(5693) Health Care Trust	.00	.00	218,027.00	218,027.00	.00
(5700) Vehicle Allowance	3,349.68	15,040.58	46,024.00	30,983.42	32.68
(5705) Workers' Compensation	47,921.81	100,245.32	589,399.00	489,153.68	17.01
<b>TOTAL PERSONNEL SERVICES</b>	<b>4,048,957.39</b>	<b>20,909,309.14</b>	<b>42,145,878.00</b>	<b>21,236,568.86</b>	<b>49.61</b>
<b>MATERIALS AND SERVICES</b>					
(7005) Discounts Taken	169.00	841.37	.00	841.37	.00
(7010) Elections	.00	.00	30,000.00	30,000.00	.00
(7015) Meeting Expense	1,193.42	10,662.27	25,266.00	14,603.73	42.20
(7020) Short Term Interest	.00	.00	.00	.00	.00
(7030) Civil Service	172.20	533.16	10,000.00	9,466.84	5.33
(7035) Bank Charges	1,074.96	8,160.35	13,950.00	5,789.65	58.50

## CLACKAMAS COUNTY FIRE DISTRICT #1

## Budget Status - CCFD General Fund

## Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	% USED
(7040) Dues & Publications	715.08	21,718.94	38,190.00	16,471.06	56.87
(7045) Awards & Recognition	2,672.83	5,174.41	29,160.00	23,985.59	17.74
(7050) Program R & D	.00	.00	.00	.00	.00
(7055) Operating Expense	4,767.32	37,997.01	152,533.00	114,535.99	24.91
(7065) Fire Fighting Supply	7,868.93	47,634.00	66,000.00	18,366.00	72.17
(7070) Rescue Supply	9,297.51	13,851.87	22,100.00	8,248.13	62.68
(7075) EMS Supplies	2,657.38	38,607.81	110,353.00	71,745.19	34.99
(7080) Fuel	13,329.05	85,051.39	200,000.00	114,948.61	42.53
(7085) Uniform & Protective Eq	29,105.64	343,549.42	561,715.00	218,165.58	61.16
(7090) Office Supply	713.79	6,976.34	32,525.00	25,548.66	21.45
(7095) Computer/Video Software	26,391.96	213,454.94	360,850.00	147,395.06	59.15
(7100) Photo Supply	.00	.00	.00	.00	.00
(7105) Household Supply	4,927.09	29,529.23	66,470.00	36,940.77	44.42
(7110) Professional Service	44,865.48	163,221.82	442,100.00	278,878.18	36.92
(7115) Dispatch Service	98,730.58	752,202.52	1,311,827.00	559,624.48	57.34
(7120) Utilities	39,420.14	164,741.89	391,850.00	227,108.11	42.04
(7122) Telephone Service	38,936.34	220,937.47	319,140.00	98,202.53	69.23
(7125) Facility Lease/Rent	.00	.00	.00	.00	.00
(7130) Property/Casualty Insur	194,276.00	202,446.66	231,507.00	29,060.34	87.45
(7135) Medical Exams	18,712.05	90,673.10	244,733.00	154,059.90	37.05
(7140) Conference & Schools	11,737.70	78,891.96	228,674.00	149,782.04	34.50
(7145) Taxes & Assessments	396.10	1,177.64	34,080.00	32,902.36	3.46
(7150) Volunteer Fire Fighter	1,811.73	9,960.20	63,000.00	53,039.80	15.81
(7155) Vehicle Maintenance	8,448.69	182,528.18	368,956.00	186,427.82	49.47
(7160) Equipment Maintenance	1,158.26	51,470.35	102,270.00	50,799.65	50.33
(7165) Radio Maintenance	750.18	6,473.68	50,900.00	44,426.32	12.72
(7170) Facility Maintenance	5,923.98	91,034.30	297,525.00	206,490.70	30.60
(7175) Office Equipment Maint	332.98	11,973.70	8,980.00	2,993.70	133.34
(7180) Computer/Video Maint.	2,058.09	21,593.72	33,750.00	12,156.28	63.98
(7185) SCBA Program	5,612.20	18,054.26	37,695.00	19,640.74	47.90
(7190) Training	1,174.82	45,394.73	81,719.00	36,324.27	55.55
(7195) Fire Prevention	1,738.00	15,824.70	54,500.00	38,675.30	29.04
(7200) Safety	.00	.00	.00	.00	.00
(7205) Freight & Misc. Expense	1,357.94	10,237.64	28,500.00	18,262.36	35.92
<b>TOTAL MATERIALS AND SERVICES</b>	<b>576,844.66</b>	<b>3,000,898.29</b>	<b>6,050,818.00</b>	<b>3,049,919.71</b>	<b>49.59</b>
<b>CAPITAL OUTLAY</b>					
(8805) Fire Apparatus	.00	.00	.00	.00	.00
(8815) Fire Hose	.00	.00	.00	.00	.00
(8825) Fire Fighting Equip.	3,200.03	29,021.00	160,000.00	130,979.00	18.14
(8835) EMS & Rescue Equip.	.00	.00	6,500.00	6,500.00	.00
(8845) Communication Equip.	.00	.00	.00	.00	.00
(8850) Staff Vehicles	.00	.00	.00	.00	.00
(8860) Facility Improvement	.00	378.98	6,000.00	5,621.02	6.32
(8870) Furn., Appl., & Tool	3,370.00	10,449.33	69,454.00	59,004.67	15.04
(8885) Office Equipment	3,532.70	24,728.90	38,000.00	13,271.10	65.08
(8890) Computer/A/V Hardware	2,209.75	230,083.96	310,400.00	80,316.04	74.12
(8895) Signal Pre-Empt Equip.	.00	.00	.00	.00	.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>12,312.48</b>	<b>294,662.17</b>	<b>590,354.00</b>	<b>295,691.83</b>	<b>49.91</b>
<b>TOTAL EXPENSES BEFORE CONTINGENCY</b>	<b>4,638,114.53</b>	<b>24,204,869.60</b>	<b>48,787,050.00</b>	<b>24,582,180.40</b>	<b>49.61</b>
(9910) Contingency Gen. Fund	.00	.00	1,253,163.00	1,253,163.00	.00
(9915) Trans. to Rest. Conting	.00	.00	1,000,000.00	1,000,000.00	.00
(9920) Trans to Spec. Rev. Fun	.00	275,000.00	275,000.00	.00	100.00
(9930) Trans to Cap Proj Fund	.00	250,000.00	250,000.00	.00	100.00
(9940) Trans to Training Fund	.00	.00	.00	.00	.00
(9970) Trans to PERS Reserve	.00	.00	.00	.00	.00
<b>TOTAL CONTINGENCY &amp; TRANSFER</b>	<b>.00</b>	<b>525,000.00</b>	<b>2,778,163.00</b>	<b>2,253,163.00</b>	<b>18.90</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>1,578,210.51-</b>	<b>17,768,106.33</b>	<b>2,092,539.00-</b>	<b>19,860,645.33-</b>	<b>849.12-</b>

CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD Equip. Reserve Fund

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			% USED
		ACTUAL	ANNUAL BUDGET	UNUSED AMOUNT	
<b>REVENUE</b>					
Investment Int.- Spec Rev Fnd	365.63	2,122.35	.00	2,122.35-	.00
Grant Income - SRF	.00	.00	.00	.00	.00
Sale of Equipment - SRF	.00	.00	.00	.00	.00
Sale of Surplus Apparatus	.00	.00	.00	.00	.00
Transfers from Other Funds - E	.00	275,000.00	275,000.00	.00	100.00
<b>TOTAL REVENUE</b>	<b>365.63</b>	<b>277,122.35</b>	<b>275,000.00</b>	<b>2,122.35-</b>	<b>100.77</b>
<b>CAPITAL OUTLAY</b>					
Fire Equip.-Special Rev Fund	70,529.00	70,953.17	298,021.00	227,067.83	23.81
EMS & Rescue Equip-SRF	.00	.00	24,164.00	24,164.00	.00
Comm Equip - Special Rev. Fund	.00	.00	.00	.00	.00
Staff Vehicles-Spec. Rev.	1,999.00	31,636.50	92,744.00	61,107.50	34.11
Furn. Appl. & Tool:Spec Rev Fu	.00	.00	.00	.00	.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>72,528.00</b>	<b>102,589.67</b>	<b>414,929.00</b>	<b>312,339.33</b>	<b>24.72</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>72,162.37-</b>	<b>174,532.68</b>	<b>139,929.00-</b>	<b>314,461.68-</b>	<b>124.73-</b>

CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD Capital Projects

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			% USED
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	
<b>REVENUE</b>					
Urban Renewal Receipts - Capit	.00	.00	.00	.00	.00
Investment Int.-Cap. Proj Fund	1,281.41	7,681.61	.00	7,681.61-	.00
Grant Income -CPF	.00	.00	.00	.00	.00
Land Sale Contracts	.00	.00	.00	.00	.00
Transfers from Other Funds-CPF	.00	250,000.00	250,000.00	.00	100.00
<b>TOTAL REVENUE</b>	<b>1,281.41</b>	<b>257,681.61</b>	<b>250,000.00</b>	<b>7,681.61-</b>	<b>103.07</b>
<b>CAPITAL OUTLAY</b>					
Facility Improvement	7,191.01	35,511.94	649,196.00	613,684.06	5.47
Land/Building Purchase	10,126.28	60,757.68	244,650.00	183,892.32	24.83
Furn. Appl. & Tool	.00	.00	.00	.00	.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>17,317.29</b>	<b>96,269.62</b>	<b>893,846.00</b>	<b>797,576.38</b>	<b>10.77</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>16,035.88-</b>	<b>161,411.99</b>	<b>643,846.00-</b>	<b>805,257.99-</b>	<b>25.07-</b>



CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD Tng Enterprise Fund

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	% USED
<b>REVENUE</b>					
Investment Int.- Training Fund	9.23	46.42	.00	46.42-	.00
Training Classes-Training Ente	.00	7,550.00	.00	7,550.00-	.00
Training Site Rental	.00	200.00	.00	200.00-	.00
<b>TOTAL REVENUE</b>	<b>9.23</b>	<b>7,796.42</b>	<b>.00</b>	<b>7,796.42-</b>	<b>.00</b>
<b>EXPENSE</b>					
EMS & Rescue Equip-FUND	.00	.00	.00	.00	.00
Staff Vehicles - Training Ente	.00	.00	.00	.00	.00
Furn. Appl. & Tool-Enterprise T	.00	.00	.00	.00	.00
Enterprise Fund- Training	.00	.00	.00	.00	.00
<b>TOTAL EXPENSE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL REVENUE LESS EXPENSE</b>	<b>9.23</b>	<b>7,796.42</b>	<b>.00</b>	<b>7,796.42-</b>	<b>.00</b>

CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD Debt Service Fund

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			% USED
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	
<b>REVENUE</b>					
Prior Years Taxes-Bond	1,000.39	24,092.93	.00	24,092.93-	.00
Property Tax Rev-Bond	101,033.71	1,548,200.75	.00	1,548,200.75-	.00
Bond Proceeds-FUND	.00	.00	.00	.00	.00
Investment Int.-Bond Fund	522.36	644.95	.00	644.95-	.00
Short Term Note Proc-FUND	.00	.00	.00	.00	.00
<b>TOTAL REVENUE</b>	<b>102,556.46</b>	<b>1,572,938.63</b>	<b>.00</b>	<b>1,572,938.63-</b>	<b>.00</b>
<b>EXPENSE</b>					
Interest Expense - Bond	.00	354,800.00	709,600.00	354,800.00	50.00
Principle - Bond	.00	.00	1,050,000.00	1,050,000.00	.00
Bond Origination Expense - Deb	.00	.00	.00	.00	.00
Transfer to General Fund	.00	.00	.00	.00	.00
Debt Service Fund	.00	.00	.00	.00	.00
<b>TOTAL EXPENSE</b>	<b>.00</b>	<b>354,800.00</b>	<b>1,759,600.00</b>	<b>1,404,800.00</b>	<b>20.16</b>
<b>TOTAL REVENUE LESS EXPENSE</b>	<b>102,556.46</b>	<b>1,218,138.63</b>	<b>1,759,600.00-</b>	<b>2,977,738.63-</b>	<b>69.23-</b>

CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD Sinking Fund

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			% USED
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	
<b>REVENUE</b>					
Bond Proceeds - Sinking	.00	.00	.00	.00	.00
Investment Int.- Sinking Fund	7,817.13	47,393.11	.00	47,393.11-	.00
<b>TOTAL REVENUE</b>	<b>7,817.13</b>	<b>47,393.11</b>	<b>.00</b>	<b>47,393.11-</b>	<b>.00</b>
<b>PERSONNEL SERVICES</b>					
Division Chief-Sinking	8,997.64	53,412.53	107,502.00	54,089.47	49.69
<b>TOTAL PERSONNEL SERVICES</b>	<b>8,997.64</b>	<b>53,412.53</b>	<b>107,502.00</b>	<b>54,089.47</b>	<b>49.69</b>
<b>CAPITAL OUTLAY</b>					
Bond Origination Exp - Sinking	.00	.00	.00	.00	.00
Bond Issuance Expense	.00	.00	.00	.00	.00
Fire & EMS Apparatus - Sinking	650.00	650.00	6,920,228.00	6,919,578.00	.01
Fire Fighting Equip.- Sinking	.00	.00	2,500,000.00	2,500,000.00	.00
Comm Equip- Sinking Fund	.00	.00	27,790.00	27,790.00	.00
Land Aquistion - Sinking	.00	.00	.00	.00	.00
Facility Improvement - Sinking	12,501.84	399,406.78	4,478,646.00	4,079,239.22	8.92
Transfer to General Fund from	.00	.00	.00	.00	.00
Capital Shrinking Fund	.00	.00	.00	.00	.00
Transfer to the General Fund -	.00	.00	.00	.00	.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>13,151.84</b>	<b>400,056.78</b>	<b>13,926,664.00</b>	<b>13,526,607.22</b>	<b>2.87</b>
<b>TOTAL REVENUE LESS EXPENSES</b>	<b>14,332.35-</b>	<b>406,076.20-</b>	<b>14,034,166.00-</b>	<b>13,628,089.80-</b>	<b>2.89</b>

CLACKAMAS COUNTY FIRE DISTRICT #1

Budget Status - CCFD PERS Reserve Fund

Expenditures vs Budget

FOR THE 06 PERIODS ENDED DECEMBER 31, 2016

	MONTHLY ACTIVITY THIS MONTH	YEAR TO DATE			
		ACTUAL	ANNUAL BUDGET	AMOUNT UNUSED	% USED
REVENUE					
Investment Int.- PERS Reserve	485.43	2,678.79	.00	2,678.79-	.00
Transfers from Other-PERS Rese	.00	.00	.00	.00	.00
TOTAL REVENUE	485.43	2,678.79	.00	2,678.79-	.00
TRANSFERS					
Transfer to the General Fund-P	.00	.00	.00	.00	.00
TOTAL TRANSFERS	.00	.00	.00	.00	.00

# Administrative Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fire Marshal Doug Whiteley

Re: Fire Prevention Division Monthly Report – December 2016

**Engineering** Fire Prevention staff reviewed 50 buildings and land use projects in the month of December 2016. In addition, 8 tenant remodel inspections were conducted, as well as 5 new construction inspections.

**Enforcement** A total of 264 inspections were carried out in the month of December 2016. These include fire and life safety inspections, special inspections completed by the Fire Prevention staff, and the business inspections completed by the fire companies.

## **Public Education**

1-Dec	Crew E3	Oak Grove Elementary Safety Presentation
1-Dec	FMO	River Mill Elementary Safety Presentation
1-Dec	Crew E9	Holcomb Elementary School Safety Presentation
1-Dec	Crew E1	Station Tour Happy Valley Children's Garden
2-Dec	FMO	Hands Only CPR at Alder Creek
3-Dec	Vols	Old Red @ Milwaukie Umbrella Parade and Tree Lighting
3-Dec	Crew T15	Santa Ride to Oregon City Tree Lighting
3-Dec	FP/Crew E7	Damascus for Candle Lighting Ceremonies
4-Dec	Crew E6	Happy Valley Tree Lighting Ceremony
4-Dec	Crew E14	Boring Tree Lighting Ceremony
6-Dec	Crew E6	Station Tour Girl Scout Troop
9-Dec	BC2/Crew	E1 N Clackamas Co Chamber Annual Giving Breakfast
10-Dec	Vols/E10	Santa in Old Red @ Beavercreek Elementary Pancake Breakfast
15-Dec	Crew E3	Station Tour Head Start
17-Dec	Crew E14	Santa Ride to Barton Store for Toy Drive
22-Dec	FMO	Hands Only CPR at Hampton Inn
27-Dec	Crew E7	Station Tour
27-Dec	FMO	Gave FFF presentation at Homewood on the Willamette
28-Dec	FMO	Remembering When Home visit
29-Dec	FMO	Hands Only CPR at Hampton

**Note:** The following are areas of interest on specific topics or items that have received additional staff time beyond what is noted above.

- Congratulations to Shawn Olson on his promotion to Deputy Fire Marshal Captain effective January 1.
- A DFM Lieutenant promotional test was conducted on January 4. All candidates performed well. The list will be certified at the January Civil Service meeting with Chief Interviews at the end of the month. This list is being established to replace the vacancy created by DFM Olson's promotion to Captain.

- Battalion Chief Brian Stewart has been identified as the next Accreditation Manager for the organization. Brian and I will work together for the next several years and he will take over the program in 2020 once our next re-accreditation is completed.
- Staff will be developing a Manufactured Home Park Program similar to the Apartment Program. The new program, in addition to a thorough fire inspection, will focus heavily on building rapport and educating owners, maintenance staff, and residents of hazards associated with manufactured homes. The decision to develop these two programs were based on historical fire loss, fire fatalities, and future fire risk associated with both types of facilities.
- This past year, through a NFPA grant, the staff was able to implement a home inspection program that focused on the elderly. The program was delivered only to a small group of voluntary recipients. Though the grant is complete, we are planning to continue that program and potentially expand it.
- 2017 fire inspections will be established and reviewed in early January as there are some inspection assignment and frequency changes. The inspection books will be delivered to the stations in mid/late January. Thank you to the prevention staff and all the crews for their hard work over the past year completing the assigned workload.

2016 Inspections  
January - December

Assigned To	Actions	Scheduled	# Done	% Done
Division, Fire Marshal Office	ANNUAL SELF INSPECTION	68	68	100.00%
	1 YEAR PREVENTION OFFICE	1736	1544	88.94%
	2 YEAR PREVENTION OFFICE	689	593	86.07%
	APARTMENT PROGRAM 1 YEAR	304	304	100.00%
	HAZ MAT INSPECTION	35	33	94.29%
Division, Fire Marshal Office	<b>Total</b>	<b>2832</b>	<b>2542</b>	<b>89.76%</b>
Station, Station 1	2 YEAR MULTIFAMILY RESIDENTIAL	4	4	100.00%
	COMPANY 1 YEAR INSPECTION	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	11	11	100.00%
	COMPANY 4 YEAR INSPECTION	23	23	100.00%
	Lock Box	17	17	100.00%
	TARGET HAZARD WALK THRU	12	12	100.00%
Station, Station 1	<b>Total</b>	<b>68</b>	<b>68</b>	<b>100.00%</b>
Station, Station 2	2 YEAR MULTIFAMILY RESIDENTIAL	2	2	100.00%
	COMPANY 2 YEAR INSPECTION	26	26	100.00%
	COMPANY 4 YEAR INSPECTION	39	39	100.00%
	Lock Box	7	7	100.00%
	TARGET HAZARD WALK THRU	13	13	100.00%
Station, Station 2	<b>Total</b>	<b>87</b>	<b>87</b>	<b>100.00%</b>
Station, Station 3	2 YEAR MULTIFAMILY RESIDENTIAL	7	7	100.00%
	COMPANY 1 YEAR INSPECTION	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	85	85	100.00%
	COMPANY 4 YEAR INSPECTION	41	41	100.00%
	Lock Box	5	5	100.00%
	TARGET HAZARD WALK THRU	18	18	100.00%
Station, Station 3	<b>Total</b>	<b>157</b>	<b>157</b>	<b>100.00%</b>
Station, Station 4	2 YEAR MULTIFAMILY RESIDENTIAL	2	2	100.00%
	COMPANY 2 YEAR INSPECTION	12	12	100.00%
	COMPANY 4 YEAR INSPECTION	43	41	95.35%
	Lock Box	2	2	100.00%
	TARGET HAZARD WALK THRU	14	14	100.00%
Station, Station 4	<b>Total</b>	<b>73</b>	<b>71</b>	<b>97.26%</b>
Station, Station 5	COMPANY 2 YEAR INSPECTION	53	53	100.00%
	COMPANY 4 YEAR INSPECTION	2	2	100.00%
	Lock Box	3	3	100.00%
	TARGET HAZARD WALK THRU	2	2	100.00%
Station, Station 5	<b>Total</b>	<b>60</b>	<b>60</b>	<b>100.00%</b>
Station, Station 6	COMPANY 2 YEAR INSPECTION	20	20	100.00%
	COMPANY 4 YEAR INSPECTION	1	1	100.00%
	Lock Box	3	3	100.00%
	TARGET HAZARD WALK THRU	4	4	100.00%
Station, Station 6	<b>Total</b>	<b>28</b>	<b>28</b>	<b>100.00%</b>

Station, Station 7	COMPANY 1 YEAR INSPECTION	3	3	100.00%
	COMPANY 2 YEAR INSPECTION	27	27	100.00%
	COMPANY 4 YEAR INSPECTION	1	1	100.00%
	Lock Box	3	3	100.00%
	TARGET HAZARD WALK THRU	2	2	100.00%
Station, Station 7	Total	36	36	100.00%
Station, Station 8	2 YEAR MULTIFAMILY RESIDENTIAL	4	4	100.00%
	COMPANY 1 YEAR INSPECTION	2	2	100.00%
	COMPANY 2 YEAR INSPECTION	41	39	95.12%
	COMPANY 4 YEAR INSPECTION	14	14	100.00%
	Lock Box	17	17	100.00%
	TARGET HAZARD WALK THRU	19	19	100.00%
Station, Station 8	Total	97	95	97.94%
Station, Station 9	COMPANY 1 YEAR INSPECTION	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	6	6	100.00%
	Lock Box	8	8	100.00%
	TARGET HAZARD WALK THRU	7	7	100.00%
Station, Station 9	Total	22	22	100.00%
Station, Station 10	COMPANY 1 YEAR INSPECTION	17	17	100.00%
	Lock Box	7	7	100.00%
	TARGET HAZARD WALK THRU	6	6	100.00%
Station, Station 10	Total	30	30	100.00%
Station, Station 11	COMPANY 1 YEAR INSPECTION	7	7	100.00%
	Lock Box	5	5	100.00%
	TARGET HAZARD WALK THRU	3	3	100.00%
Station, Station 11	Total	15	15	100.00%
Station, Station 14	TARGET HAZARD WALK THRU	13	13	100.00%
Station, Station 14	Total	13	13	100.00%
Station, Station 15	COMPANY 1 YEAR INSPECTION	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	41	41	100.00%
	COMPANY 4 YEAR INSPECTION	1	1	100.00%
	Lock Box	8	8	100.00%
	TARGET HAZARD WALK THRU	10	10	100.00%
Station, Station 15	Total	61	61	100.00%
Station, Station 16	2 YEAR MULTIFAMILY RESIDENTIAL	2	2	100.00%
	COMPANY 1 YEAR INSPECTION	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	83	83	100.00%
	COMPANY 4 YEAR INSPECTION	2	2	100.00%
	Lock Box	5	5	100.00%
	TARGET HAZARD WALK THRU	12	12	100.00%
Station, Station 16	Total	105	105	100.00%
Station, Station 17	2 YEAR MULTIFAMILY RESIDENTIAL	1	1	100.00%
	COMPANY 2 YEAR INSPECTION	58	58	100.00%
	Lock Box	2	2	100.00%
	TARGET HAZARD WALK THRU	6	6	100.00%
Station, Station 17	Total	67	67	100.00%
Grand Total		3751	3457	92.16%



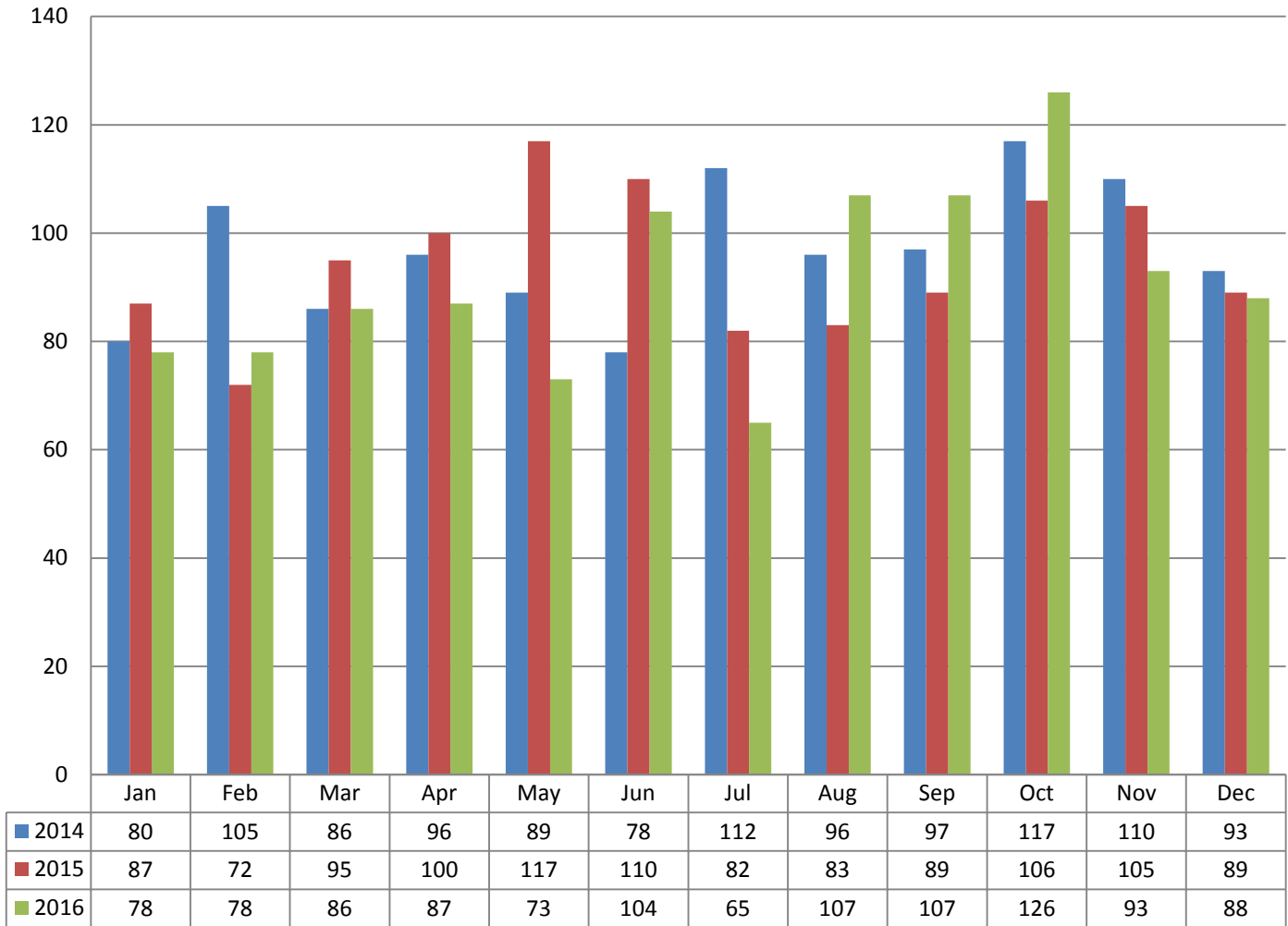
Special Inspections

December 2016

Assigned To	Action	# Done
Division, Fire Marshal Office	ENFORCEMENT ASSIST	44
	FIRST REINSPECT	15
	NEW BUSINESS INSPECT	3
	NEW CONSTRUCTION INSPECTION	5
	OPEN BURNING	3
	PLAN REVIEW	50
	SECOND REINSPECT	1
	SPECIAL INSPECTION	20
TENANT IMPROVEMENT	8	
Division, Fire Marshal Office	Total	149
Grand Total		149

## False Fire and Medical Alarm Responses

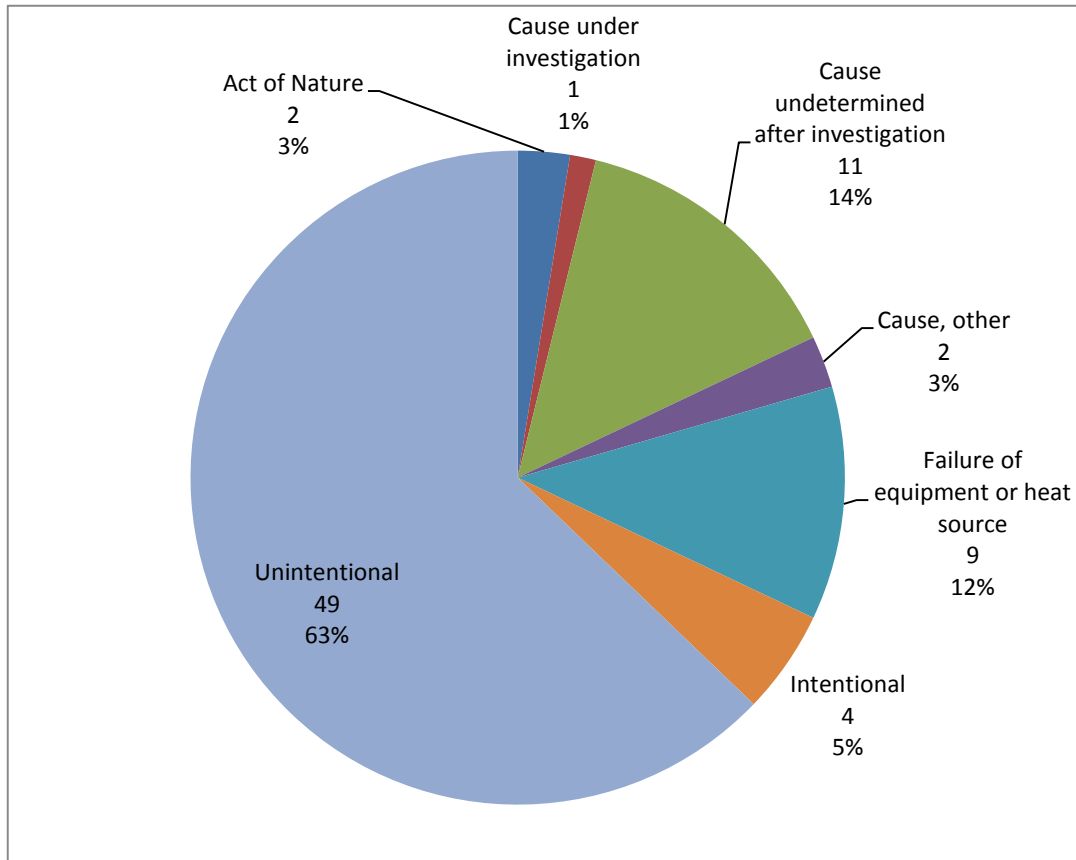
*Information within this category will be used for the purpose of cost recovery pursuant to Ordinance 09-01*



<u>Monthly Average</u>		
2014	97	Incidents
2015	95	Incidents
2016	91	Incidents

In 2006, Fire District personnel were responding to an average of 140 false fire alarm incidents per month. Due to these responses, in February of 2007 The Fire District adapted fee Ordinance 07-01. This cost recovery fee program was initiated in August 2007. A report is ran each month which lists all false alarm calls. In April 2009, Clackamas Fire District # 1 adopted Ordinance 09-01. Pursuant to Ordinance 09-01; Cost recovery fees may be imposed for responses to repetitive false (nuisance) responses to fire and medical alarms. No cost recovery fee shall be imposed for the initial four (4) fire alarm or medical responses to any residential or commercial occupancy during a calendar year. No cost recovery fee shall be charged if the fire alarm is a result of a fire. No cost recovery fee shall be charged if the medical alarm results in medical treatment by EMS personnel. Canceled en-route incidents are considered a billable event since the apparatus was deployed and thus an incident report must be generated. Fees will be based upon the reasonable estimate of the actual average cost of a fire alarm response.

## Clackamas Fire District #1 2016 Structure Fire Cause of Ignition



Year	Fire Cause of Ignition	Incidents	%
2014	Cause under investigation	2	2.17%
	Cause undetermined after investigation	2	2.17%
	Cause, other	0	0.00%
	Failure of equipment or heat source	25	27.18%
	Intentional	6	6.52%
	Unintentional	57	61.96%
<b>2014 Total</b>		<b>92</b>	<b>100.00%</b>
2015	Cause under investigation	0	0.00%
	Cause undetermined after investigation	11	12.79%
	Cause, other	1	1.16%
	Failure of equipment or heat source	15	17.44%
	Intentional	5	5.81%
	Unintentional	54	62.80%
<b>2015 Total</b>		<b>86</b>	<b>100.00%</b>

**Data on 111-Building Fire's only within Clackamas Fire Dist. FMZ's  
Data Excludes: Cooking and Chimney Fires**

## Emergency Services

# Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Volunteer Services Chief Steve Deters

Re: Volunteer Services Division Monthly Report – December 2016

The following report is a breakdown of Volunteer activity in training and scheduled public events.

### **Fire Training:**

Drills in the month December focused on Operation Santa Claus. Regular drills are suspended for the month:

### **EMS Training:**

December EMS Training is also suspended for the month:

### **In December the Volunteer group participated in the following Events/Meetings:**

12/02/16 - Ops Santa Parade St.8 5:00 PM 10:00 PM ST. 8  
 12/03/16 - Take Santa to Tree Lighting 4:30 PM 5:30 PM Station 19  
 12/03/16 - Ops Santa Parade St.3 5:00 PM 9:00 PM ST 3  
 12/04/16 - Take Santa to Tree Lighting 5:00 PM 6:00 PM Station 14  
 12/04/16 - Ops Santa Parade St. 2 5:00 PM 9:00 PM ST 2  
 12/05/16 - Ops Santa Parade St. 2 5:00 PM 10:00 PM ST 2  
 12/06/16 - Ops Santa Parade St. 1 5:00 PM 9:00 PM ST 1  
 12/07/16 - Ops Santa Parade St.4 5:00 PM 9:00 PM ST 4  
 12/08/16 - Ops Santa Parade St.19 5:00 PM 10:00 PM Station 19  
 12/09/16 - Ops Santa Parade St.6 5:00 PM 10:00 PM ST 6  
 12/10/16 - Santa to Beaver Creek Elem School 8:30 AM 11:20 AM  
 12/10/16 - Ops Santa Parade St.6 5:00 PM 10:00 PM ST 6  
 12/11/16 - Ops Santa Parade St.7 5:00 PM 10:00 PM St, 7  
 12/16/16 - Ops Santa - Warehouse Pick-up Day 8:00 AM 8:00  
 12/17/16 - Ops Santa - Warehouse Pick-up Day 7:00 AM 8:00

### **Recruitment:**

Recruit Academy 17-01 planning has begun.

**Explorers:**

Drill focused on Ops Santa

**Public-Relations:**

Operation Santa Claus.

**Station Coverage:**

The following is a breakdown of nights per station that had a Duty Shift.

Stn.12 – 24/31

Stn.13 – 23/31

Stn.18 – 20/31

Stn.19 – 14/31

Rehab/Water Tender Group – 28/31

## **CORRESPONDENCE**

- C-1 Thank you Re: Patient thanked E1 crew: Capt. Brian Burke, AO Travis Hinkle, FF Craig Bowen, and FF Kyle Carrothers for their kindness and support during a difficult situation.
- C-2 Thank you Re: Cardiac arrest survivor (who attended the December 19, 2015 Chain of Survival Celebration) thanked the crew who responded and saved her life: The crews, E10: Capt. Brian Burke, AO Bill Farmer, FF Jared Phillips, E11: Lt. Melanie Kinne, AO Brent Coffey, and FF Jeff Joles.
- C-3 Thank you Re: Cardiac arrest survivor thanked the crews who responded and saved her life. The crews, E3: Lt. Jed Wachlin, AO Bill Farmer, FF Dennis Kenny, M3: Capt. Burke Slater and FF Dale Cook.
- C-4 Thank you Re: Patient thanked the crew who saved her life.
- C-5 Thank you Re: Adam's Coat Drive thanked Clackamas Fire for the toys they received from Op Santa.
- C-6 Thank you Re: An Op Santa family thanked Clackamas Fire for the food and toys.
- C-7 Thank you Re: Beaver creek resident thanked the crew for rescuing them from a furnace oil tank spill.
- C-8 Thank you Re: A doctor thanked BC Ramos for his professionalism and humane treatment of the elderly during a fire. He thanked BC Ramos for the work he does and the Fire District for their quality staff.
- C-9 Thank you Re: First and second grade students from Scouter's Mountain Elementary thanked the crews for teaching them about fire safety.

Robby Shaul <noreply@jotform.com>

Tuesday, December 13, 2016 12:01 PM

[Spam score:21%] New submission: Customer Feedback Form (clackamasfire.com/contactus.html)

<u>Question</u>	<u>Answer</u>
Name (First Last)	Robby Shaul
Email	robby0shaul@gmail.com
Phone	503-890-8672
Address	2222 SE 20th Ave
City	Portland
State	Oregon
Zip Code	97214
Date Of Incident	12-12-2016
Location Of Incident	Sportsman's warehouse on SE 82nd Ave. near Johnson Cr.
Feedback Is About?	Other
Comments	<p>I had a panic attack on the way to my doctor's office. I have these attacks often but this one ramped up really quickly. I thought this had been due to a fall that took place earlier that day. The firemen that arrived were very kind, though I'd feared that the attack would be viewed as a waste of their time everyone was very nice. There was one fireman that talked to me the most, and though I didn't get his name, I would really like him to be thanked. He was the only one wearing a blue shirt, and he had the bluest eyes I have ever seen.</p> <p>Thank you So Much, and I apologize if it was a waste of time, though I wasn't made to feel that way at the time. Thank You again</p> <p>-Robby</p>

merci • danke • gracias  
grazie • thank you



LI 1008

USA 2.95/CAN 3.95



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Am writing this because I don't know if we will be able to come and thank you all on the 19th. My sweetie has advanced Alzheimer's and I can't always find someone to stay with him. However, my thoughts and thanks will be with you!

MANY,  
many, many thanks to  
everyone who helped to  
save my life and keep my  
brain OK! My friend, Brian  
Savage, who found me and called  
you plus my great-grandson,  
Mando Garcilazo, who performed  
CPR just started the process,  
and all of you totally came  
through for me!

Thank you will never be enough!  
From a very grateful,

Sara Roth

*Carol's Rose Garden*<sup>®</sup>  
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carolwilsonfinearts.com

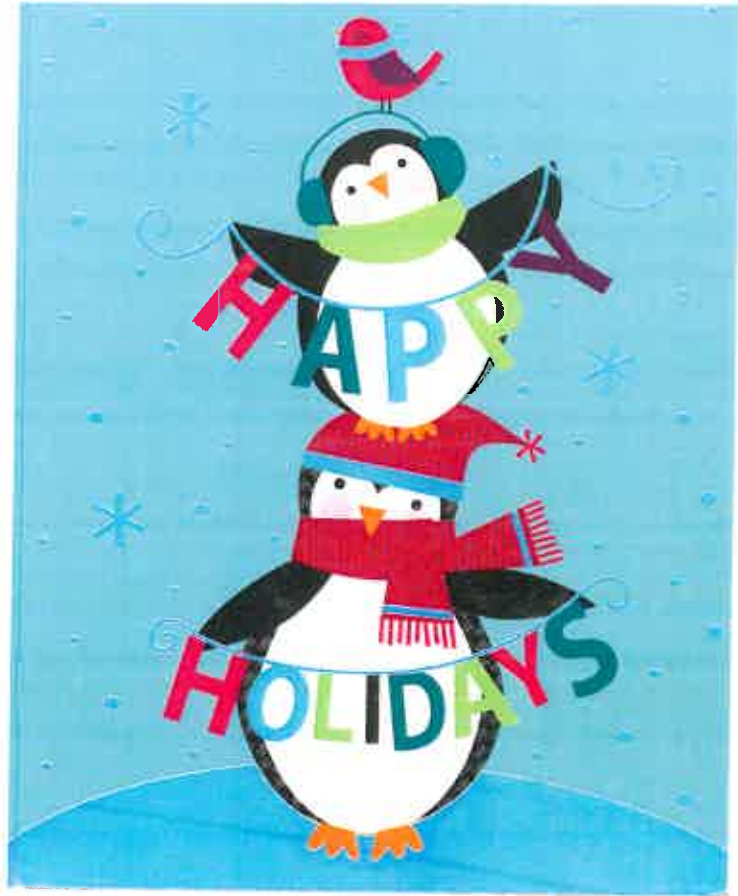


E3: Lt. Jed Wachlin, AO Bill Farmer, FF Dennis Kenny, M3: Capt. Burke Slater and FF Dale Cook.

Clackamas Fire District #1  
Thank you for being  
there when I had my  
heart attack and saving  
my life.  
Sincerely & Thankfully  
Sandi Karr

PAPYRUS 

XBC 5458603 | © Licensed by Creatif



Big thank you to everyone on this team. Your selfless sacrifices gave me back my life. Gave my son his mother, my husband his wife - Not a day goes by that I

\*  
• • •  
**WARMEST WISHES OF THE SEASON  
AND A HAPPY NEW YEAR**

\* • • • \*  
don't think of  
all of you with  
love & gratitude -  
Andrea Kureyar & family

# ADAM'S COAT DRIVE



**IT HAPPENED  
BECAUSE OF  
YOUR HELP**

Adam McClain—2016  
P O Box 808  
Boring, OR 97009

Chief Charlton-

Thank you for the wonderful donations of toys for my "Christmas families".

The moms and dads were so happy to get toys for their kids.

It made their Christmas very special, and mine as well.

-Adam  
McClam

USXCS0504712



IG66269

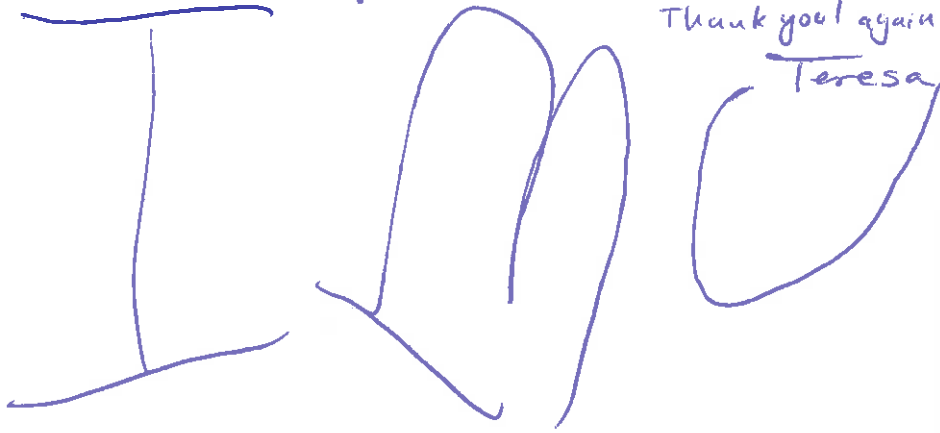




Thank you so much for all the  
food and toys, you made our  
Christmas super special this year.

Thank you! again

Teresa



Firefighters

Abi



Damian



Thank you  
for the  
TOYS

Leo

Nicolas



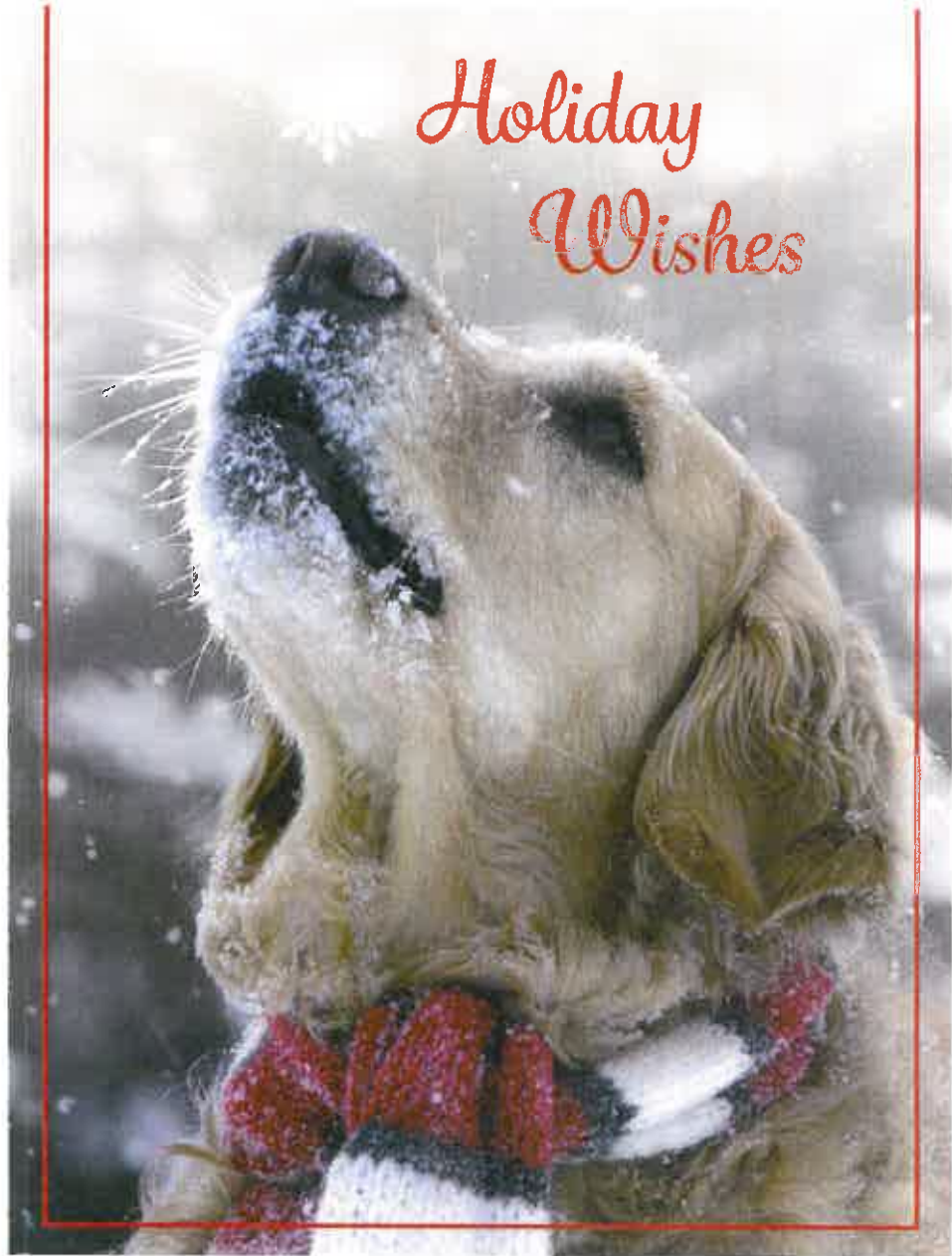
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11100 WILDLIFE CENTER DRIVE  
RESTON, VA 20190-5362  
1-800-822-9919  
[www.nwf.org](http://www.nwf.org)

Pets are part of our lives, and also part of nature. You can help protect your dog or cat by avoiding the use of toxic pesticides in your garden. And since cats, especially, can be dangerous to songbirds, it is best they be supervised when outdoors. To learn more about making your yard and garden pet-friendly and wildlife-friendly, visit [www.nwf.org/gardenforwildlife](http://www.nwf.org/gardenforwildlife)

55208CD5



Thank you  
so much for  
rescuing me  
in the middle  
of the night from  
a really oily disaster.

(you all plugged a  
hole in the furnace  
oil tank).

Really well done.



Wishing you all the little joys  
the holiday season brings.

Sammy  
Warner

New submission: Customer Feedback Form (clackamasfire.com/contactus.html)

**From:** Tim Truschel, MD [noreply@jotform.com]

**Sent:** Tuesday, January 17, 2017 3:05 PM

**Subject:** New submission: Customer Feedback Form (clackamasfire.com/contactus.html)

<u>Question</u>	<u>Answer</u>
Name (First Last)	Tim Truschel, MD
Email	<a href="mailto:underthissky@msn.com">underthissky@msn.com</a>
Phone	503-344-6234
Address	10465 SE Waverly Court Apt. #1014
City	Milwaukie
State	OR
Zip Code	97222
Date Of Incident	01-17-2017
Location Of Incident	Home address, above
Feedback Is About?	Fire Services
Comments	<p>Last night, the professionalism of Chief Ramos in the humane treatment of elderly residents displaced by a low level fire and smoke, was on display. In the midst of what was for us a one off occurrence, In the middle of the night, Chief Ramos was obviously in charge of details, remained personal and exhibited humor. Not to mention he got the important job done, to secure the building against catastrophic damage.</p> <p>I am very appreciative of the quality of people on display for Clackamas Fire. Reminds me of the excellent people I served with as a Major in the USAF. Reassuring to know such competence exists for us when it is needed.</p>



-- Dear Firefighters

-- thank you for  
 -- teaching us about  
 -- fire safety we  
 -- liked going out  
 -- the window thanks  
 for staff too

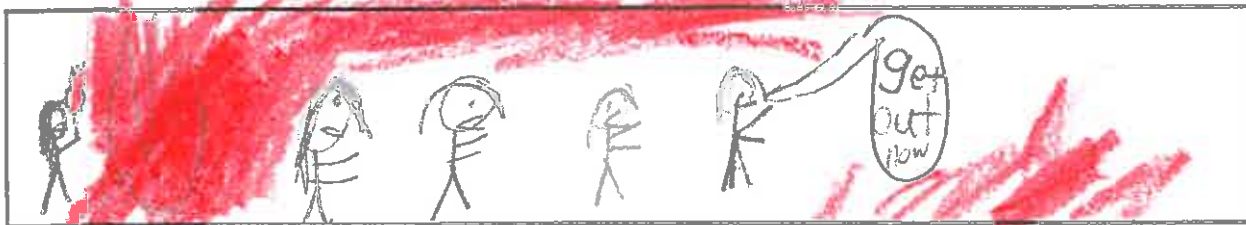
-- MATYA --

Name

AN Lili

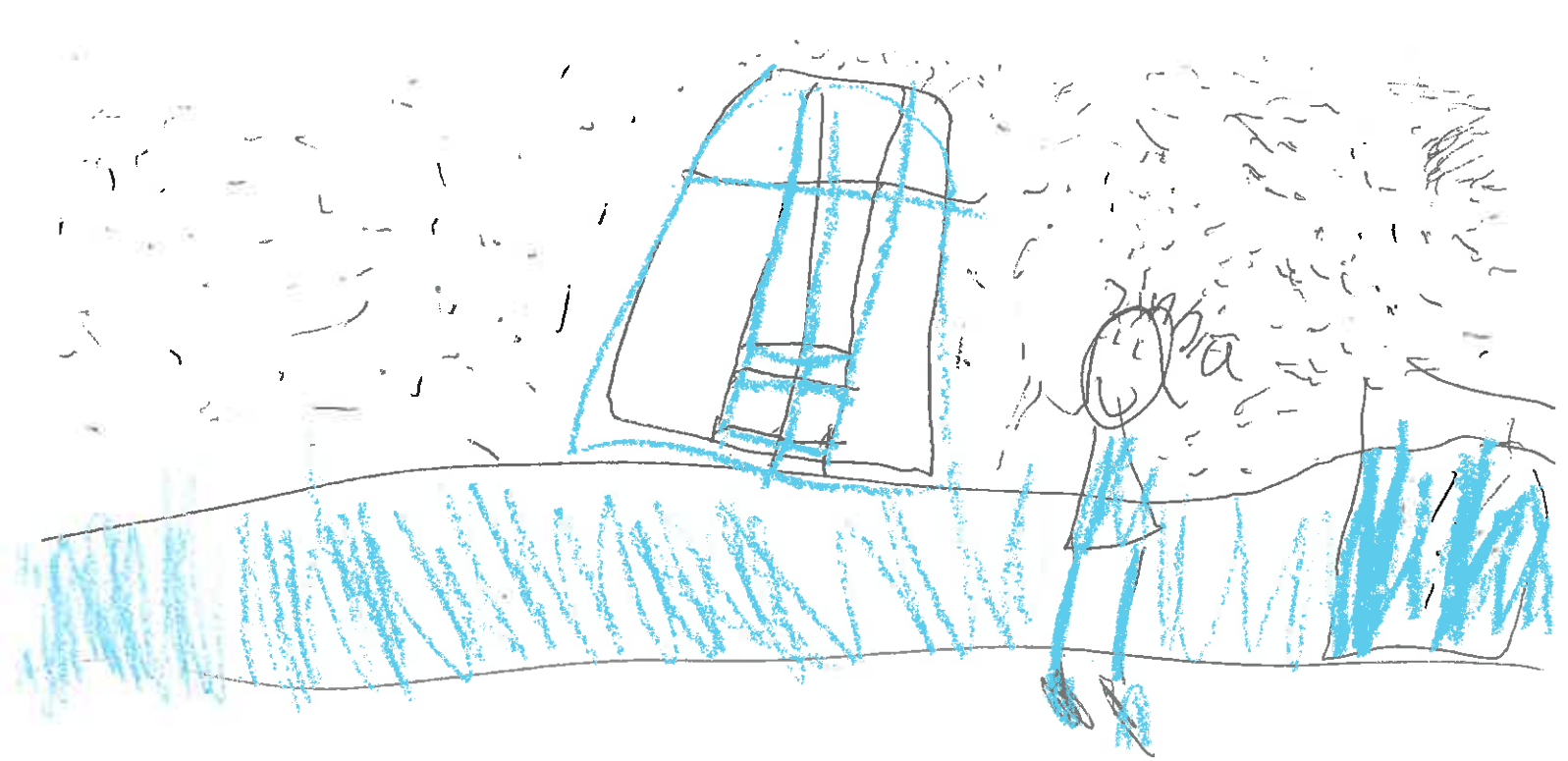
Date

10-12-10



Dear Firefighters,

Thank you for coming to  
scoters Mountain and  
giving us pencils and a Book!  
and a Book! we love the  
smack and getting out the  
Door! and I learn how to  
stop drop and roll! and thanks  
for visit w! thank you!



Dear firefighters

thank you for teaching  
us about fire safety I  
learned to check the  
smoke alarm once a month.  
I thought the smoke was  
cool

From Zinnia

## **INFORMATIONAL ITEMS**

- I-1 Fire Burns Down Abandoned House, Workshop in Clackamas County – The Oregonian/Oregon Live
- I-2 Firefighters find BHO lab inside burned Oregon City building – The Oregonian



## Fire Burns Down Abandoned House, Workshop in Clackamas County

By Everton Bailey Jr. on December 15, 2016 at 1:50pm



A large fire torched an apparent abandoned house and a nearby workshop in Sandy early Thursday as snow and icy conditions slowed fire crews getting to the rural area.

More than a dozen firefighters from the Sandy Fire District, Estacada Fire District and Clackamas Fire District 1 fought the blaze at the two-story house in the 44000 block of Southeast Keisecker

Road, said Sandy Fire District Chief Phil Schneider. Neighbors reported the fire about 2:20 a.m.

The fire was still smoldering by 6 a.m., Schneider said. No one was injured.

A water tanker from the Estacada Fire District slipped down a hill and into a ditch on the way to the fire, Schneider said. No one was injured in the crash.

Fire engulfed the house and shop by the time crews arrived. With temperatures in the 20s, mist from the fire hose froze onto firefighters' gear as the flames subsided.

"At first, the heat from the fire keep things pretty toasty," Schneider said. "But eventually the elements can get pretty hard on us. It's not very pleasurable when that happens, but it's what we do."

Fire officials hadn't yet determined the cause of the fire or who owns the house.

## Firefighters find BHO lab inside burned Oregon City building

By Jim Ryan, The Oregonian/OregonLive on January 09, 2017 at 5:05 PM



Firefighters found a butane hash oil lab inside a vacant Oregon City building that caught fire last week, a police captain said Monday.

Police are investigating illegal manufacturing of marijuana in the former Oregon City Grille restaurant building, said Oregon City police Capt. Shaun Davis. He said a fire investigator hasn't yet determined the cause of the blaze, which broke out Friday morning.

No one was injured, according to a fire district spokesman. People in the area described hearing small explosions after the fire was initially reported, Davis said.

He said police haven't made any arrests but that detectives are investigating people of interest. Police are investigating unlawful marijuana manufacture and possession -- both felony crimes -- as well as reckless burning, a misdemeanor.

Police have seized marijuana, cannabinoid extract and evidence of illegal BHO manufacturing, Davis said in a news release.

Making hash oil, a potent and popular form of cannabis, can be dangerous. Butane, a cheap and flammable solvent, is used to extract tetrahydrocannabinol, or THC, from marijuana flowers and leaves. It can quickly fill a room, for example, and something as common as a pilot light can ignite a fireball.

Gov. Kate Brown signed a law in 2016 making unlicensed production of marijuana extracts a felony. The provision is intended to target homemade butane hash oil setups.

Butane-fueled explosions are relatively common in Oregon and elsewhere.

Evidence from a December trailer fire in Springfield was "consistent with" BHO production. A blast rocked a legal marijuana business in Astoria last October, sending two people to Legacy Oregon Burn Center. A BHO-related explosion destroyed a Medford home last August. And Springfield police said a BHO lab was likely to blame for an explosion that propelled part of a home's refrigerator into its front yard in May 2016.

The fire district spokesman said Friday's fire was contained to the second story of the former restaurant building, 220 Molalla Ave.

**Clackamas Fire  
District No. 1**

# Memo

**To:** Board of Directors  
Fire Chief Fred Charlton

**From:** Deputy Chief Ryan Hari

**CC:** Division Chief Doug Whiteley  
Finance Director Christina Day

**Date:** 1/19/2017

**Re:** Real Property Purchase

---

**Action Requested**

Request Board approval to purchase the property located at 11406 SE Fuller Rd., Milwaukie, OR 97222 in the amount of \$239,000.

**Background**

The Fire District continues to grow both in size and in the number of employees, and as a result the Fire District has a need for additional square footage for work space for employees, parking, and access to the Fire Station and Administrative Facility currently located at 11300 SE Fuller Road. The current building is located on a corner lot and is bounded to the east by a small creek. The only expansion possible is to the south. The property in question is the immediately adjoining parcel to the south, described as Section 32, Township 1S Range 2E Quarter AD, Tax Lot 03100.

The Fire District has engaged the services of Hennebery Eddy Architects (HEA) to perform an initial evaluation of the possibility of expansion at the current Fuller Road site. The completed assessment by HEA shows that expansion would be possible only with the acquisition of the property in question.

The property in question is currently zoned High Density Residential. Under the current zoning, the Fire District would have to request an exemption to build on this particular property. However, due to an existing easement on the south property line of the current facility at 11300 SE Fuller Road, there is no possibility of construction. Rather, based on the assessment conducted by HEA, the property would be used to fulfill the necessary parking requirements for the District in the event we expand our office space at 11300 SE Fuller Rd. Fire District staff has contacted Clackamas County and has been assured that our use of this property as parking would be approved.

**Policy Implications**

This purchase will follow District purchasing policy and has been reviewed by legal counsel.

**Budget Implications**

Funding for this purchase is found in 6000 – 8865, Land/Building Purchase fund.

**Recommendation**

Staff recommends the Board approve the purchase of the property located at 11406 SE Fuller Rd., Milwaukie, OR 97222 in the amount of \$239,000.