



Clackamas Fire District #1

Board Meeting Briefing Packet

May 18, 2020



CLACKAMAS FIRE DISTRICT #1

Click on the red page numbers to be instantly linked to the particular report.

To safely protect and preserve life and property

**Board of Directors' Meeting
Monday, May 18, 2020
Meeting Location: Remote Video Conferencing
6:00 pm**

AGENDA

REGULAR SESSION

- I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting is being recorded.**
- II. CHANGES TO AGENDA**
- III. APPROVAL OF MINUTES OF REGULAR BOARD MEETING ON APRIL 20, 2020 (p. 5)**
- IV. BUSINESS – Action required**
 - B-1 Request Board Approval of Proclamation 20-02 for Safety Stand Down Week June 14-20, 2020 with the Theme, “Building a Superhighway to Safety – Protecting Our Responders on Roadways” - Captain Melanie Kinne (p. 13)**
- V. OTHER BUSINESS – No action required**
 - OB-1 Legislative Update – Lobbyist Genoa Ingram**
 - OB-2 Board Committee/Liaison Reports**
 - Capital Projects Committee – President Trotter / Director Wall
 - Foundation Liaison – President Trotter
 - Joint Oversight Committee – Director Syring / President Trotter
 - Interagency Committee Report – Director Syring / President Trotter
 - OB-3 Board Informational Updates/Comments**
 - COVID-19 Update – Verbal – Chief Charlton
- VI. INFORMATIONAL ONLY**
 - A. Division / Department Reports**
 - R-1a Fire Chief’s Office – Verbal - Chief Fred Charlton
 - R-1a.1 Public Information Department Report - PIO Brandon Paxton (Board packet) (p. 14)
 - R-1b Business Services Division – Deputy Chief Doug Whiteley (Board packet) (p. 16)
 - Human Resources - Director Trish Noble (Board packet) (p. 17)



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- R-1b.1 Financial Services – Director Christina Day (Board packet) (p. 19)
- R-1b.2 Support Services – Division Chief Josh Gehrke (Board packet) (p. 45)
 - Data Services - Director Shelby Hopkins (Board packet) (p. 47)
 - Fleet Services - Director Bill Bischoff (Board packet) (p. 53)
 - Information Technology - Director Oscar Hicks (Board packet) (p. 55)
 - Logistics Services - Director DeAnn Cordes (Board packet) (p.56)
- R-1b.3 Community Services – Division Chief Brian Stewart (Board packet) (p. 57)
 - Emergency Management - Emergency Manager Gregg Ramirez (Board Packet) (p. 58)
 - Fire Marshal’s Office - Battalion Chief Shawn Olson (Board packet) (p. 59)
- R-1c Emergency Services Division – Chief Charlton - Verbal
 - R-1c.1 Emergency Medical Services - Division Chief Bill Conway (Board packet) (p. 62)
 - Medical Services - Battalion Chief Josh Santos (Board packet) (p. 63)
 - Health and Wellness - Director Heather Goodrich (Board packet) (p. 66)
 - R-1c.2 Operations – Division Chief Mike Corless (Board packet) (p. 72)
 - Training Department - Battalion Chief Nick Browne (Board packet) (p. 77)
 - R-1c.3 Volunteer Services – Battalion Chief Steve Deters (Board packet) (p. 79)
 - Facility Maintenance - Director Scott Vallance (Board packet) (p. 81)
 - R-1c.4 Volunteer Association Report – Secretary Jerry Kearney (Board packet) (p. 80)

B. Correspondence (p. 82)

C. Informational Items (p. 90)

D. Next Meeting

The next Board of Directors’ meeting will be on Monday, June 15, 2020 at 6:00 pm. by remote conferencing



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CLACKAMAS FIRE DISTRICT #1

VII. ADJOURNMENT

UPCOMING EVENTS:

May 21 – Second Budget Committee Meeting - 6:00 pm by remote video conferencing

June 15 –Regular Board Meeting – 6:00 pm by remote video conferencing

Clackamas Fire District #1



REGULAR BOARD OF DIRECTORS' MEETING April 20, 2020

(This meeting was recorded.)

I. CALL TO ORDER PER ORS 192.610 TO 192.690 ORS 192.650 – The meeting was being recorded.

President Trotter called the meeting to order at 6:00 pm.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Don Trotter and Marilyn Wall; Fire Chief Fred Charlton; Deputy Chief Doug Whiteley; Division Chief Mike Corless; Division Chief Bill Conway; Division Chief Brian Stewart; Division Chief Josh Gehrke; Battalion Chief Nick Browne; Medical Services Battalion Chief Josh Santos; Battalion Chief Michael Carlsen; Battalion Chief Steve Deters; Finance Director Christina Day; Health and Wellness Director Heather Goodrich; Public Information Officer Brandon Paxton; Program Specialist Tracey Grisham; Administrative Technician Rachel Trotman; Volunteer Association President Jerry Kearney; Genoa Ingram from Court Street Consulting; Citizens William Gifford and Larry Kirk; and Executive Assistant Karen Strejc.

II. CHANGES TO AGENDA

Chief Charlton reported no changes to the agenda.

Chief Charlton thanked everyone for attending the first board meeting using teleconference.

President Trotter asked if there were any public attendees, who had public comments. There were no public comments.

III. APPROVAL OF MINUTES OF REGULAR BOARD MEETING ON FEBRUARY 24, 2020

Director Wall noted that she had already let Executive Assistant Strejc know about a typo in the Legislative update. Executive Assistant Strejc shared that she corrected the minutes.

By consensus, the minutes were approved as corrected.

IV. PRESENTATION – HEALTH AND WELLNESS UPDATE

Health and Wellness Director Goodrich shared that she submitted her presentation via staff report and accompanying PowerPoint presentation. She was ready to answer any questions.

Chief Charlton asked Health and Wellness Director Goodrich to report on the wellbeing of staff.

Health and Wellness Director Goodrich shared that the Wellness Department had been busy helping staff and providing resources. She noted that they had assigned Peer Support Liaisons to

various departments, stations, volunteers, workgroups, etc. The Peer Support Liaisons had been passing along information from the Wellness department to staff.

Health and Wellness Director Goodrich explained that they had held Zoom meetings with Behavioral Health Specialist, Tim Dietz, and various work groups (administrative staff and firefighter crews). She shared that Tim gave information and Wellness staff reiterated what resources were available. She noted that Tim would be joining the Executive Team at the next Executive Team meeting this week. She stated that there would be a meeting with Tim available for family members and Volunteers on April 22, in the evening.

Health and Wellness Director Goodrich explained that these meetings were a dialogue, but also a chance to remind everyone of resources provided by the District, the state of Oregon and the IAFF. She created a document, "Taking care of Yourself," which shared information on the District's EAP and peer support benefits, as well as information on managing anxiety, creating resiliency, supporting family members during this time, basic information on hand washing, social distancing, and steps to prevent the spread of COVID-19. A basic workout was also included. She noted that after the meetings, the Wellness department provided follow up information on some free fitness apps and websites, more mental resources, as well as tips for help with sleep and nutrition.

Health and Wellness Director Goodrich noted that she and Wellness Specialist McVicker had been staying on top of exposure reporting and self-monitoring for high-risk individuals.

Health and Wellness Director Goodrich explained that she had been designated the Safety Officer during the COVID-19 pandemic.

Director Syring was glad to see people were using the Peer Support program. He noted that the program was used 611 times, so far, this year.

President Trotter noted that he was glad to see that there were 11 new Peer Support people. He felt it was a great step to continue this program. He felt it was a very important program.

Director Joseph asked Health and Wellness Director Goodrich if testing for COVID-19 was done inside the District, or at an outside Agency. Health and Wellness Director Goodrich noted that they were providing staff resources to go get tested outside of the District.

Director Joseph asked how many of CFD #1 staff and firefighters had been sent for testing. Health and Wellness Director Goodrich was not sure, explaining that they give staff and firefighters the information on where to go to be tested. She reported that no one had tested positive. She noted that if anyone tested positive, she, DC Conway, DC Corless, and BC Santos should be notified.

Director Cross mentioned that Legacy Go Health provided testing and had results from testing within 45 minutes. Health and Wellness Director Goodrich noted that Legacy Go Health was the number one place on CFD #1's list to go for testing.

V. BUSINESS – Action required

B-1 Request Board Approval of Proclamation 20-01 for EMS Week May 17-23, 2020 with the theme, “EMS Strong: Ready Today. Preparing for Tomorrow.”

Director Cross moved and Director Joseph seconded the motion for the Board to approve Proclamation 20-01 for EMS Week May 17-23 with the theme, “EMS Strong: Ready Today. Preparing for Tomorrow.” The motion passed unanimously.

Public Comment

Chief Charlton shared that William Gifford and Larry Kirk had joined the meeting as citizens. He asked President Trotter if he would like to ask the citizens if they had anything to share for public comment or if he would like him to move on with Item B-2.

President Trotter asked if William or Larry had any public comments to make.

Larry did not have any comments.

William asked Health and Wellness Director Goodrich, how information and planning that CFD #1 had done around COVID-19, was coordinated with the county. Health and Wellness Director Goodrich deferred this question to DC Conway, DC Corless or BC Santos.

DC Conway shared that CFD #1 had been coordinating with the county. He noted that specific information had come from the Oregon Health Authority (OHA). He stated that everyone had the same information. He explained that the specific directives and protocols were within the Fire District. DC Conway explained that CFD #1 coordinated with neighboring agencies, and everyone was doing pretty much the same thing, depending on who had what type of personal protective equipment (PPE).

William asked about PPE for CFD #1. DC Conway shared that the District was doing well with PPE. William was impressed with the way CFD #1 and Clackamas County had gotten ahead of things.

President Trotter thanked William for his comment. He directed the meeting to go back to Item B-2.

B-2 Request Board Appointment of Budget Committee Members

Chief Charlton noted that in February, there were two Budget Committee member vacancies. He explained that one vacancy was due to Rob Wheeler choosing not to continue on the Budget Committee. He noted the other vacancy was due to William Gifford’s term expiring as of April 30, 2020.

Chief Charlton stated that they received three applications for two positions. He noted that he and Finance Director Day interviewed all applicants on April 10, 2020. The applicants were William Gifford, Heidi Hicks, and Larry Kirk. Chief Charlton noted that Heidi Hicks had applied last year, and started to go through the process, but did not continue and the Board

selected someone in her place. He shared that they decided at that time, that if there were future vacancies, they would reach out to those who had applied in the past and encourage them to apply again.

Chief Charlton explained that all three had good interviews and great experience. Chief Charlton shared that he and Finance Director Day recommended that the Board appoint William Gifford and Heidi Hicks to the Fire District's Budget Committee and as they did last year, continue to engage Larry Kirk and encourage him to apply for any future vacancies.

Director Joseph moved and Director Wall seconded the motion for the Board to appoint William Gifford and Heidi Hicks each to a three-year term on the Fire District's Budget Committee. The motion passed unanimously.

President Trotter noted that the first of two Budget Committee meetings would be on May 7.

VI. OTHER BUSINESS – No action required

OB-1 Legislative Update

Lobbyist Genoa Ingram noted that her report was as submitted, with the exception of information that came in that day, from the Governor, regarding plans to re-open Oregon.

Genoa shared that there were three phases for re-opening Oregon.

- **Phase 1**

- Genoa shared that phase one talked about the opening of restaurants and personal services (hairdressers, massage technicians, etc.), but with certain caveats such as social distancing, masks, hand sanitizer, etc. She shared that discussions would start this week. She shared that there would be a remote teleconference briefing, on the upcoming Thursday. Chief Charlton would be attending.
- The following restrictions would apply:
 - Vulnerable individuals would continue to shelter in place
 - All individuals, when in public, would maximize physical distance from others
 - Individuals would avoid socializing in groups of more than 10 people
 - Common areas where people were likely to congregate and interact would be closed
 - Non-essential travel minimized
 - Tele-work would continue whenever possible

Genoa shared that once Phase 1 was implemented, there would be markers along the way, such as the number of cases identified, recommendations from Public Health Authorities, etc., to determine when Phase 2 would go into effect.

- **Phase 2**

- Gatherings could increase to 50
- Non-essential travel could resume
- Schools and gyms could open under physical distancing

- **Phase 3**

- Mass gatherings size increase
- Worksites could have un-restricted staffing

- Visitors to nursing homes would be allowed
- Restaurants and bars could have more seating

OB-2 Board Committee/Liaison Reports

Foundation Liaison

President Trotter shared that the minutes from the January 28, 2020 Clackamas Emergency Services Foundation meeting were included in Section R-1b of the Board packet.

Director Syring shared he noticed that Colton Fire joined the Foundation, which he thought was good. He asked if there were any other Fire Districts in the county, besides CFD #1 and Colton Fire, in the Foundation. President Trotter responded no. President Trotter also shared that Colton Fire was a Liaison member, meaning that they could participate, but not vote.

Director Joseph brought up community support for the Foundation. He explained that the Clackamas Rotary Board was set to approve a financial donation. He also stated that Country Financial Insurance was going to consider making a monetary donation for COVID-19. He noted that the Foundation should be getting some funding from various sources for COVID-19 related expenses.

William Gifford asked if the Foundation was eligible for federal funding.

President Trotter shared that they were still working on information for the Foundation Dinner Auction. He explained that it was postponed until the Governor changed how many people could meet.

Joint Oversight Committee

Director Syring noted that they had a meeting on April 14, 2020, via Zoom. At the meeting, BC Deters and Chief Charlton gave updates on the projects done at EFD #69 (sale of property and survey done) as well as a COVID-19 update.

Director Syring stated that most of the time at the meeting on April 14 was used to discuss the legal integration process for the election in November. He provided a summary of items discussed:

- Both Boards would be asked to approve merger resolutions at the July board meetings.
- In July, the City of Estacada would be asked to approve a resolution.
- None of the cities within the CFD #1 service area would have to pass a resolution.
- August 12 - there would be a joint board meeting between the two districts.
- August 14 - the filing of the notice of election. After this step, the legal portion would be complete.
- September 3 - measure would be filed.
- September 8 - first pamphlet statements would be due. After this, the roughly two-month long campaign would begin.

Director Syring explained that PIO Paxton shared an outline of a campaign strategy with a communication plan.

Director Syring thought it was a good meeting and that they were off to a good start.

President Trotter agreed with Director Syring and thought it was a good meeting. He noted that everyone talked and shared their ideas. He shared that the next meeting would be May 19, 2020.

VII. INFORMATIONAL ONLY

A. Division / Department Reports

R-1a Fire Chief's Office

Chief Charlton noted that the Fire District created an Incident Management Team to help during the COVID-19 pandemic.

Chief Charlton shared that they came up with five objectives

1. Protect the safety, health, and well-being of our staff and the communities we serve.
2. Adopt a flexible response model to meet the demands of a dynamic pandemic threat.
3. Continue essential business functions.
4. Cooperate and collaborate with community stakeholders.
5. Use a variety of messaging platforms to educate and to communicate accurate and timely information to our staff and the communities we serve.

Chief Charlton stated that COVID-19 was still a real threat in Clackamas County. He explained that they received a daily report from Clackamas County. On the most recent report, the county had 171 cases, which was up 29 cases from last Friday. He added that there were five deaths total in the county, which was up two deaths from last Friday.

Chief Charlton explained that all reports were in the board packet. He noted they were happy to answer any questions, but noted that not all staff were on the Zoom meeting.

R-1a.1 Public Information Department Report

President Trotter asked if there were any questions for the PIO. There were no questions.

R-1b Business Services Division

DC Whiteley shared his report was as submitted with several highlights.

DC Whiteley commended the staff for stepping up and working with COVID-19 planning, working remotely, etc.

DC Whiteley noted that the Accreditation site visit was pending at that time. He explained that they had a team, but no date set yet.

R-1c Emergency Services Division

Chief Charlton reported that staff in EMS and Operations had been very busy. He explained that Health and Wellness Director Goodrich and her staff had been working on keeping everyone healthy.

R-1c.2 Operations

Director Cross asked Chief Charlton if they had noticed a decrease in run volume overall, or in any specific area. Chief Charlton shared that they had looked at calls for service daily. He reported that they started to see calls for service plateau or go down a little bit, but they saw the time on scene had gone up. He explained they had asked the first responder crews to slow down and take longer on calls, to be safe, during COVID-19.

Director Syring had a question on the incidence reports. He noted that for the first three months of the year, Brush 18 responded 96 times and Engine 318 responded 51 times. BC Deters explained that Brush 18 was staffed every night.

Director Syring commented that the numbers showed that it would be good to staff the Eagle Creek station full time in the future.

R-1c.3 Volunteer Services

Director Syring mentioned the coverage of the volunteer stations. He asked when they would staff the George Road Station (Station 333). He thought it had been one of the priorities to staff this station with volunteers and do it leading up to the election. He asked if it would be staffed between then and November.

BC Deters shared that the plan was to get staffing at Station 333. BC Deters explained that during the transition, they focused first on Station 330. He shared that last week, they were able to do some maintenance, and get computer stations installed at Station 333. BC Deters explained that it was now outfitted and ready for use, so they would be having discussions regarding how to make that happen.

B. Correspondence

Noted.

C. Informational Items

Director Syring brought up the Firefighter Story Time on Facebook. He thought it went well and said that they did a great job. He saw there were 13,000 views.

Director Cross agreed with Director Syring. He stated they did a good job. He also received positive comments from folks he knew about these posts.

PIO Paxton shared some information about the Firefighter Story Time. He explained that Captain Nate Hon suggested reading books to the community. He shared that once CFD #1 had to close the doors and could not allow the community to visit; they were looking at ways to reach out and engage with the community. He shared that they thought that reading books would provide a good break for kids and parents, and the segments could allow the crews to show an engine, station, etc.

PIO Paxton explained that segments would be recorded and posted on the CFD #1 YouTube channel as well as all the CFD #1 social media platforms. He shared the plan would be to do this

at each fire station. He explained that the Crews were enthusiastic about this program. They had a goal to get out two segments each week and highlight all of the community fire stations.

PIO Paxton shared that the first segment took place at Station 10. AO Steve McAdoo read a book and FF AJ Stuck gave a tour of the engine, both of which, were recorded. He explained the facilities were closed to the public, but this allowed the public a way to virtually see what the District had going on. He stated that the segments were wildly successful and the second segment, from Station 11, with Lt. Ryan Patrick was released that morning.

President Trotter stated he appreciated the program.

D. Next Meeting

President Trotter noted that the next Board of Directors' meeting would be on Monday, May 18, 2020 at 6:00 pm. by remote conferencing.

Final comments

Director Joseph asked if the meeting would definitely be done via remote conference. He asked what would happen if the state would open up. President Trotter explained that it would be notated in the public meeting notice.

Director Wall wished Executive Assistant Strejc a belated happy birthday.

The group also wished DC Gehrke a belated happy birthday.

VIII. ADJOURNMENT

Meeting adjourned at 6:50 pm

UPCOMING EVENTS:

May 7 – First Budget Committee Meeting – 6:00 pm

May 18 –Regular Board Meeting – 6:00 pm

May 21 – Second Budget Committee Meeting - 6:00 pm

Karen Strejc
Executive Assistant

President Don Trotter

Secretary Thomas Joseph

Clackamas Fire District #1



CLACKAMAS FIRE DISTRICT #1
PROCLAMATION 20-02
To Designate the Week of June 14-20, 2020 as
Safety Stand Down 2020

WHEREAS, employees and volunteers are our most valued resource; and

WHEREAS, our career and volunteer firefighters provide lifesaving care and emergency mitigation to those in need 24 hours a day, seven days a week; and

WHEREAS, we as an organization acknowledge that our fire service personnel risk their lives and the well-being of their families in the actions taken to preserve such life and property; and

WHEREAS, the Fire District has adopted a vision to “Model excellence in safety, health, and wellness,” and

WHEREAS, the National Volunteer Fire Council and the International Association of Fire Chiefs desire to increase awareness and action so that safety and health become a priority in all fire departments through a joint International Fire/EMS Safety and Health Week initiative, now entitled Safety Stand Down 2020; and

WHEREAS, in order to effectively protect life and property the Fire District must have healthy and resilient employees and volunteers.

Therefore, the Board of Directors of Clackamas Fire District #1, in recognition of this event do hereby proclaim the week of June 14-20, 2020, as

Safety Stand Down 2020

With the theme, ***“Building a Superhighway to Safety – Protecting Our Responders on Roadways,”*** we encourage staff and firefighters to observe this week with appropriate programs and activities.”

Adopted this date, May 18, 2020

President, Don Trotter

Secretary/Treasurer, Thomas Joseph

Fire Chief's Office

To: Chief Fred Charlton and the Board of Directors

From: Public Information Officer Brandon Paxton

Re: Public Information Department Monthly Report – April 2020

District or Community Events:

- Public outreach for PPE donations.
- Firefighter Story Time and Virtual Station Tours

Earned Media (TV, Radio and Print):

Total Story Count:	39
Total Audience:	488,770
*Total Calculated Ad Value:	\$10,204
*Total Calculated Publicity Value:	\$30,618

*Calculated Ad Value uses the 30-second ad value multiplied by the detected length of the story or the printed ad value, and determines what the Fire District would have paid for the ads or broadcasts.

*Calculated Publicity Value is when a news story appears during TV and radio broadcasts, or print media that is promoted as being much higher than the value of placing an ad or broadcast. The industry standard is to say that the story is actually three times more valuable.

Social Media by the Numbers:

- Twitter: 11,369 Followers (11,282 in March)
- Instagram: 4,340 Followers (4,219 in March)
- Facebook: 9,521 Followers (9,241 in March)

Public Messaging and Campaigns:

- Personal Protective Equipment donations
- Bike safety
- Window fall prevention
- Clackamas Emergency Foundation's available scholarships
- Coronavirus (COVID-19) prevention and safety messages
- "Stay Home, Save Lives" COVID-19 state messaging
- Public ask to voluntarily stop outdoor burning, due to COVID-19

Meetings Attended:

- COVID-19 BC Update, Zoom, daily Monday-Friday
- COVID-19 Command and General Staff, Zoom, April 2
- COVID-19 Planning meeting, Zoom, April 2

- COVID-19 Operational Briefing, Zoom, April 3
- Captain Budget meeting, Zoom, April 3
- COVID-19 Command and General Staff, Zoom, April 6
- COVID-19 Planning meeting, Zoom, April 6
- FY21 Budget Next Steps, Zoom, April 8
- COVID-19 Command and General Staff, Zoom, April 9
- COVID-19 Planning meeting, Zoom, April 9
- COVID-19 Operational Briefing, Zoom, April 10
- Foundation Dinner/Auction Committee, Zoom, April 13
- COVID-19 Command and General Staff, Zoom, April 13
- COVID-19 Planning meeting, Zoom, April 13
- COVID-19 Operational Briefing, Zoom, April 14
- FF Behavioral Health Discussion with Tim Dietz, Zoom, April 14, 15, and 16
- Joint Oversight Committee, Zoom, April 14
- COVID-19 Command and General Staff, Zoom, April 16
- COVID-19 Planning meeting, Zoom, April 16
- COVID-19 Operational Briefing, April 17
- COVID-19 Command and General Staff, Zoom, April 20
- COVID-19 Planning meeting, Zoom, April 20
- COVID-19 Operational Briefing, Zoom, April 21
- Organizational Briefing Discussion with PS Grisham, April 21
- COVID-19 Command and General Staff, Zoom, April 23
- COVID-19 Planning meeting, Zoom, April 23
- COVID-19 Operational Briefing, Zoom, April 24
- COVID-19 Command and General Staff, Zoom, April 27
- COVID-19 Planning meeting, Zoom, April 27
- COVID-19 Operational Briefing, Zoom, April 28
- ZOOM Breakout Room Tests with BCs, April 28 and 29
- COVID-19 Command and General Staff, Zoom, April 30
- COVID-19 Planning meeting, Zoom, April 30
- Due to COVID-19, all scheduled appearances to give fire district updates at community group meetings were suspended.

Respectfully submitted,

Public Information Officer Captain Brandon Paxton

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Deputy Chief Doug Whiteley

Re: Business Services Division Monthly Report – April 2020

- Reviewed and updated job descriptions.
- Presented during the organizational briefings.
- Participated in Entry Level Firefighter Chief Interviews.
- Participated in COVID-19 Incident Action Plan Planning and Operational Meetings.
- Attended Firefighter Academy Graduation via Zoom.
- Attended meetings with each Department regarding Fiscal Year 2021 budgeting.
- Attended in April Labor Management Committee.
- Attended Heath Trust Meeting.
- Attended the monthly Joint Interagency Oversight Committee meeting.
- Attended Insurance Committee Meeting.
- Participated in Oregon City Chamber Board Zoom Meeting.
- Facilitated the April Civil Service Meeting.
- Facilitated the April Staff Director's Meeting.
- Conducted a probationary Lieutenant Task Book Meeting.
- Worked with Legal Counsel on several matters.
- Worked with Local 1159 on various matters.

Respectfully submitted,

Deputy Chief Doug Whiteley

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: HR Director Trish Noble

Re: Human Resources Department Monthly Report – April 2020

- Held Chief interviews for Entry Level Firefighter, Apparatus Operator, Lieutenant and Captain.
- Attended the April Regular Civil Service Meeting.
- Completed a WorkSafe Service Renewal, gathered new release forms and signed up for national clearinghouse.
- Completed application review and sent resume review for DFM Administrative Lieutenant.
- Attended a NEOGOV webinar entitled Resilience + Well Being and a NTN Virtual Testing webinar.
- Completed newly promoted Program Specialist Neelands monthly probationary evaluation and established goals for the year ahead.
- Updated employee files with certifications, PAFs, comp time, change of address, new employee information/bios, etc.
- Ongoing work on testing process for Public Affairs Administrative Battalion Chief.
- Updated Census Data for the Health Trust insurance premium offset calculations.
- Worked through first requests for emergency FMLA use under newly mandated guidelines.
- Continued COVID-19 hour tracking for potential eligible federal / state submittals that will come later.
- District submitted potential eligible COVID-19 hours and purchases for reimbursement through SAIF, who made a \$10 million pool available for application to its policyholders.
- Completed background checks and psych exam review for seven new entry-level firefighters who are all clear now and begin academy, May 18.
- Newest District-wide mandatory training assignment – April's topic Stress Management.
- Attended Munis training for upcoming changes to HR and Payroll in the new Munis version that will turn on District-wide in May.
- Processed bereavement, jury duty and OFLA/ FMLA leave for personnel. So many new babies to our District family lately!
- Continued research on updates for Families First Corona Response Act requirements along with Emergency FMLA requirements.
- Processed Worker's Comp claims and return to work for new claims and light duty assignments.
- NW Diversity Council attended via Zoom.

- New Teleconferencing policy initiated, approved and distributed for review.

- **Benefits:**
 - Participated in the Quarterly Insurance meeting with LBG, to go over all of our expenditures for the 1st quarter.
 - Participated in the “Payer Matrix” with LBG. This is a program to help keep pharmacy costs down.
 - Participated in the b.well overview. This program houses all of the District benefits and more, on one app.
 - Participated in the LARKR presentation. This is a virtual mental health and behavioral program.
 - Attended the Munis Upgrade Training for HR/PR.

- **LBG:**
 - Participated in a couple of different zoom meetings with LBG and our providers as to what is happening during the COVID-19 and what they are offering.
 - Continue to work with Kris Kirkpatrick on claims with participants.
 - LBG’s newest employee, Kristen has updated our benefits website. We will be working on the last few items over the next month.

- **Health Trust:**
 - In March, our Trust paid out an offset to 42 retirees in the amount of \$8,399.44.
 - Participated in the TIPO Quarterly meeting.

Respectfully submitted,

Human Resources Director Trish Noble

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Finance Director Christina Day

Re: Finance Department Monthly Report – April 2020

To reduce the potential spread of COVID-19, all Finance staff are working from home, and have been doing a fantastic job of continuing operations in these challenging times.

Below are a few highlights of activities in Financial Services for the months of April and May 2020:

- Budget
 - The FY2020-21 Proposed Budget document was distributed, and the first Budget Committee meeting successfully held on May 7 via Zoom. Committee members will be reviewing the budget over the next few weeks and preparing for the next meeting set for May 21 via Zoom.
 - Staff will also be reviewing the FY2019-20 year-to-date actual budget in order to prepare a Supplemental Budget for consideration at the June Board meeting.
- COVID – 19
 - Finance staff have set up processes to track and report salary and supply expenses related to the COVID-19 pandemic for potential reimbursement.
 - Accounting Manager Le has submitted a reimbursement request for over \$400,000 to the SAIF Coronavirus Safety Fund, and is awaiting a response.
 - The Foundation has received over \$10,000 in donations for PPE, in response to a public request by the PIO's Office. Those funds will be granted to the Fire District in the next few weeks.
- Munis upgrade
 - The Fire District's Munis system was successfully upgraded to v.2019 on May 9-10 (thank you Data Management Services!). Staff attended several training sessions over the past month to become familiar with the changes and had the opportunity to practice in a Training environment.
- Accounts Receivable
 - GEMT
 - The FY2018-19 GEMT reimbursement request has been submitted for review by the Oregon Health Authority and is under review. The Fire District is awaiting distribution of the funds.

- Accounts Payable
 - Accounts Payable staff processed 499 invoices and issued 314 checks/EFTs.
- Estacada
 - Staff is reviewing Estacada's budget and funds to ensure adequate budget appropriation authority for the remainder of FY2019-2020. If needed, a Supplemental Budget will be prepared for the June Estacada Fire Board meeting.
 - Staff prepared and presented the FY2020-21 Proposed Budget to the Estacada Fire Budget Committee on May 6, and it was approved. The next few weeks will be spent preparing the budget document for the June 18 Budget hearing.
 - Staff continues to work toward resolving the issue of registration with federal award system application. Estacada Fire will not be able to apply for grants until the issue is resolved.

Looking ahead:

- June 2020
 - June 15th – Clackamas Fire District #1 budget adoption hearing
 - June 18th – Estacada Fire budget adoption hearing
 - June 30th – Fiscal year-end
- July 2020
 - July 15th – Adopted budgets and tax certifications submitted to State and County agencies
 - Audit Preparation begins for both Clackamas Fire District #1 and Estacada Rural Fire District #69

Respectfully submitted,

Finance Director Christina Day

FINANCIAL REPORT – Period ending April 30, 2020 (FY2019-20)

General Fund 10

As of April 30, 2020, Fiscal Year 2019-2020 is 83.0% complete.

Following is a summary of financial activity through April 30, 2020:

Revenues: The General Fund has received \$53,149,888 in property tax revenues from both current and prior year’s taxes. These funds were transferred to the Local Government Investment Pool by the Treasurer’s Office. This fund has received \$1,160,008 in GEMT revenue. Ambulance Transport is generating revenues of \$533,718 at 71.2% of the adjusted budget before the costs of collection are netted out. This fund has received \$499,997 in interest revenues to date. We received a CARES Act stimulus payment of \$7,548 from Department of Health and Human Services in April. Additional revenues from contracts, and other sources total another \$3,376,405.

Expenditures: The General Fund has actual expenditures (excluding encumbrances and depreciation expense) in the following categories through April 2020:

Category:	% of Budget Used
Salaries & Benefits	83.6% of Adjusted Budget
Materials & Services	71.0% of Adjusted Budget
Capital Outlay	71.2% of Adjusted Budget

Equipment Reserve Fund 20

Total expenditures in this fund equal \$270,656. This fund has received \$2,824 in interest and \$96,222 in surplus sales revenues to date.

Capital Projects Fund 30

Total expenditures in this fund equal \$592,918 through April 2020. This fund has received \$18,504 in interest revenues to date.

Enterprise Fund 40

Total expenditures in this fund equal \$5,641. This fund has received \$4,640 in interest revenue and \$5,350 in grant revenues for the Winter Warming Drive.

Debt Service Fund 50

This fund has received \$2,099,476 in property tax revenues this year, along with \$5,182 in interest earnings. Total expenditures in this fund equal \$502,100 for debt services through April 2020.

Bond Construction Fund 60

Total expenditures for bond project-related construction costs equal \$5,527 through April 2020. This fund has received \$67,722 in revenue.

PERS Reserve Fund 70

There are no expenditures in this fund. The fund has received \$1,195 in interest revenues to date.

Investment Activity

Short-term Investment Portfolio

The table below indicates the balances of cash accounts as of April 30, 2020.

Short-term Investments as of April 30,2020	
Local Government Investment Pool	\$33,673,383.62
Key Bank Checking	\$1,461,366.24
Third Party Trust	\$3,000.00
TOTAL:	\$ 35,137,749.86

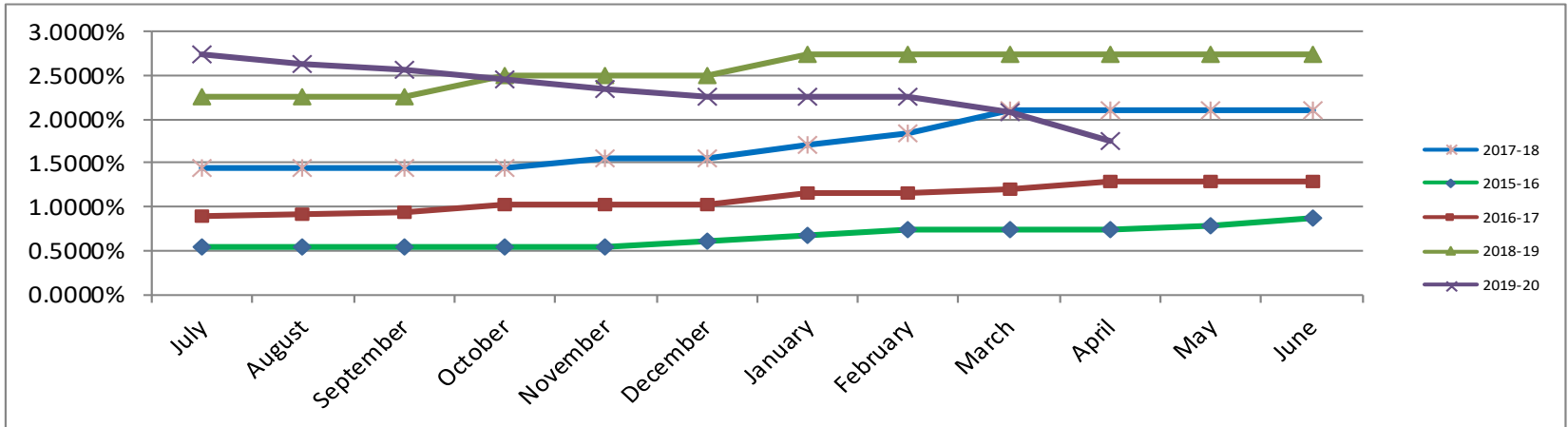
The Oregon LGIP interest rate is 1.76% in April 2020. We received a notification from Oregon State Treasury the rate will be changed to 1.30% effective 5/14/20.

Clackamas Fire District No. 1			
LGIP Monthly Interest Rate Averages			Monthly Earnings LGIP
March	2019	2.750%	\$97,917.45
April	2019	2.750%	\$84,486.84
May	2019	2.750%	\$75,103.92
June	2019	2.750%	\$59,889.29
July	2019	2.750%	\$52,420.04
August	2019	2.640%	\$41,162.65
September	2019	2.570%	\$29,954.96
October	2019	2.450%	\$21,186.01
November	2019	2.340%	\$41,611.87
December	2019	2.250%	\$97,672.04
January	2020	2.250%	\$91,186.32
February	2020	2.250%	\$79,875.63
March	2020	2.080%	\$72,611.31
April	2020	1.760%	\$52,310.78

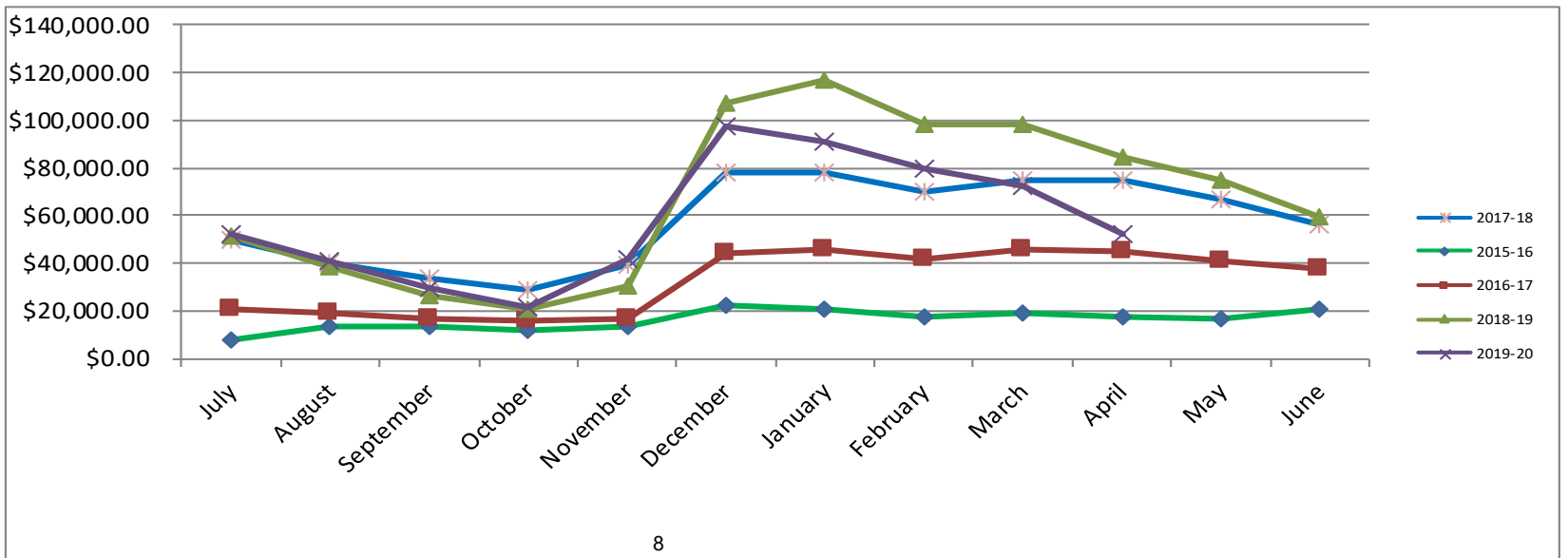
Clackamas Fire District #1

LGIP Interest Rates and Revenue

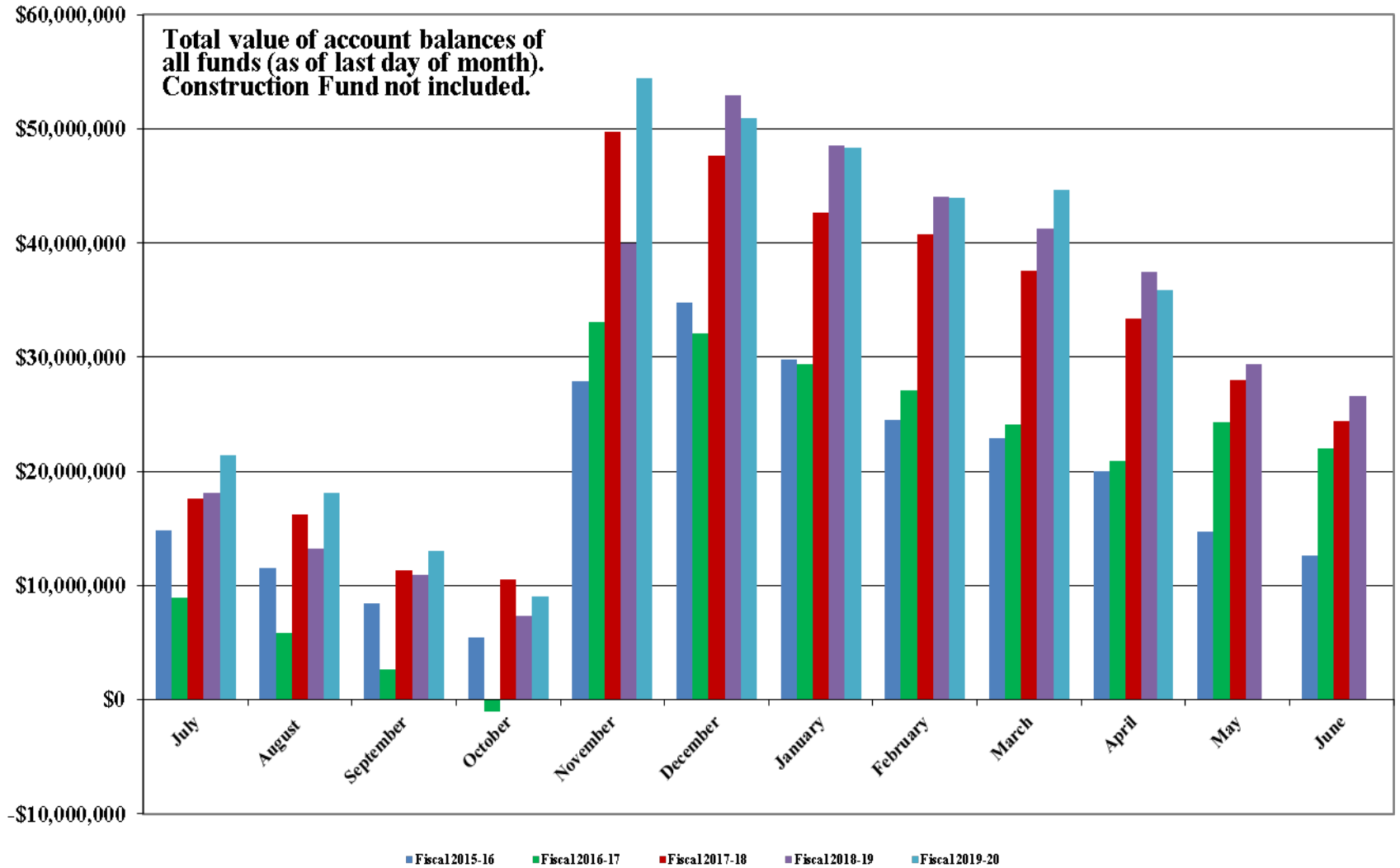
Interest Rates - Fiscal 2015-16 to Present



Interest Revenue - Fiscal 2015-16 to Present



Clackamas County Fire District #1 Account Balances by Month



YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-16,930,137.00	-1,293,330.00	-18,223,467.00	0.00	0.00	-18,223,467.00	.0%
TOTAL Beg Fund Bal	-16,930,137.00	-1,293,330.00	-18,223,467.00	0.00	0.00	-18,223,467.00	.0%
01 Tax Revenues							
4450 Current Year Prop Taxes	-53,481,724.00	0.00	-53,481,724.00	-52,657,249.73	0.00	-824,474.27	98.5%
4455 Prior Year Prop Taxes	-1,200,000.00	0.00	-1,200,000.00	-492,637.86	0.00	-707,362.14	41.1%
4460 Other Taxes	-8,000.00	0.00	-8,000.00	0.00	0.00	-8,000.00	.0%
TOTAL Tax Revenues	-54,689,724.00	0.00	-54,689,724.00	-53,149,887.59	0.00	-1,539,836.41	97.2%
03 Interest							
4490 Investment Interest	-350,000.00	0.00	-350,000.00	-499,997.47	0.00	149,997.47	142.9%
TOTAL Interest	-350,000.00	0.00	-350,000.00	-499,997.47	0.00	149,997.47	142.9%
04 Other Revenues							
4500 Contract Revenue	-232,490.00	-1,526,785.00	-1,759,275.00	-1,434,804.58	0.00	-324,470.42	81.6%
4510 ASA Revenue	-135,000.00	0.00	-135,000.00	-120,687.02	0.00	-14,312.98	89.4%
4512 Medical Supply Reimb	-70,000.00	0.00	-70,000.00	-89,299.50	0.00	19,299.50	127.6%

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10 JOURNAL DETAIL 2020 1 TO 2020 13

ACCOUNTS FOR: 10 General Fund ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4513 Other Reimbursements						
-200,000.00	-44,636.00	-244,636.00	-299,865.29	0.00	55,229.29	122.6%
4538 Service Cost Recovery						
-200,000.00	0.00	-200,000.00	-69,357.43	0.00	-130,642.57	34.7%
4539 Conflagration Reimbursement						
-125,000.00	-85,800.00	-210,800.00	-209,940.85	0.00	-859.15	99.6%
4541 Sale of Inventory/Services/Equip						
0.00	0.00	0.00	-106,471.84	0.00	106,471.84	100.0%
4545 Other Post-Employ Bene Revenue						
-480,000.00	0.00	-480,000.00	-493,024.61	0.00	13,024.61	102.7%
4560 Grant Revenue						
-258,182.00	-390,838.00	-649,020.00	-165,284.52	0.00	-483,735.48	25.5%
4569 GEMT Revenue						
0.00	-1,286,155.00	-1,286,155.00	-1,160,008.00	0.00	-126,147.00	90.2%
4570 Transportation Response Revenue						
-750,000.00	0.00	-750,000.00	-533,718.15	0.00	-216,281.85	71.2%
4571 Other Revenues						
-333,000.00	-125,000.00	-458,000.00	-387,669.60	0.00	-70,330.40	84.6%
TOTAL Other Revenues						
-2,783,672.00	-3,459,214.00	-6,242,886.00	-5,070,131.39	0.00	-1,172,754.61	81.2%

05 Transfers In

4610 Transfers from other Funds						
-814,984.00	-522.00	-815,506.00	0.00	0.00	-815,506.00	.0%
TOTAL Transfers In						
-814,984.00	-522.00	-815,506.00	0.00	0.00	-815,506.00	.0%

50 Salaries

5501 Fire Chief						
193,140.00	1,884.00	195,024.00	162,520.19	0.00	32,503.81	83.3%
5503 Deputy Chief						
354,386.00	-111,531.00	242,855.00	214,762.76	0.00	28,092.24	88.4%
5504 Division Chief						
483,255.00	104,770.00	588,025.00	477,934.75	0.00	110,090.25	81.3%
5505 Battalion Chief						
1,848,805.00	0.00	1,848,805.00	1,486,244.38	0.00	362,560.62	80.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5506 Exempt Staff Group	1,786,096.00	132,307.00	1,918,403.00	1,594,556.12	0.00	323,846.88	83.1%
5507 Fire Inspectors	455,238.00	0.00	455,238.00	395,112.07	0.00	60,125.93	86.8%
5508 Deputy Fire Marshal Captain	233,436.00	0.00	233,436.00	194,529.17	0.00	38,906.83	83.3%
5509 Deputy Fire Marshal Lieutenant	214,160.00	0.00	214,160.00	178,467.20	0.00	35,692.80	83.3%
5510 Captain	2,562,977.00	66,000.00	2,628,977.00	2,033,194.91	0.00	595,782.09	77.3%
5512 Lieutenant	3,747,800.00	107,080.00	3,854,880.00	3,267,218.38	0.00	587,661.62	84.8%
5515 Apparatus Operator	5,642,595.00	137,172.00	5,779,767.00	4,743,114.77	0.00	1,036,652.23	82.1%
5520 Fire Fighter	7,108,064.00	195,985.00	7,304,049.00	5,921,501.72	0.00	1,382,547.28	81.1%
5525 Paramedic	266,124.00	0.00	266,124.00	228,609.00	0.00	37,515.00	85.9%
5530 Non-exempt Staff Group	1,741,651.00	-44,592.00	1,697,059.00	1,369,454.61	0.00	327,604.39	80.7%
5535 Other Employee	124,906.00	0.00	124,906.00	62,421.85	0.00	62,484.15	50.0%
5540 Temporary Labor	88,385.00	-4,564.37	83,820.63	47,584.78	0.00	36,235.85	56.8%
5545 Premium Pay	387,967.00	0.00	387,967.00	374,126.91	0.00	13,840.09	96.4%
5550 Conflagration Labor	0.00	130,420.00	130,420.00	130,420.29	0.00	-0.29	100.0%
5555 School Replacement	39,954.00	0.00	39,954.00	6,274.25	0.00	33,679.75	15.7%
5560 Operational Replacement	4,679,000.00	1,474,184.00	6,153,184.00	4,817,464.88	0.00	1,335,719.12	78.3%
5562 Vacation Buyback	65,000.00	0.00	65,000.00	66,405.95	0.00	-1,405.95	102.2%
5563 Retirement/Separation Vacation	200,000.00	0.00	200,000.00	328,214.11	0.00	-128,214.11	164.1%
5564 Other Leave Buyback	0.00	0.00	0.00	2,754.68	0.00	-2,754.68	100.0%
5600 Overtime	362,209.88	52,254.00	414,463.88	343,926.42	0.00	70,537.46	83.0%
TOTAL Salaries	32,585,148.88	2,241,368.63	34,826,517.51	28,446,814.15	0.00	6,379,703.36	81.7%

60 Benefits

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10 JOURNAL DETAIL 2020 1 TO 2020 13

ACCOUNTS FOR: 10 General Fund ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
6620 SS/Medicare 2,488,204.00	49,111.53	2,537,315.53	2,030,314.62	0.00	507,000.91	80.0%
6640 Tri-Met Taxes 195,156.00	3,788.63	198,944.63	175,104.29	0.00	23,840.34	88.0%
6650 Transit Tax 3,247.00	62.19	3,309.19	0.00	0.00	3,309.19	.0%
6656 PERS Employer 7,557,678.00	128,882.05	7,686,560.05	6,460,779.80	0.00	1,225,780.25	84.1%
6670 Deferred Compensation 742,714.00	15,035.10	757,749.10	518,172.09	221,933.50	17,643.51	97.7%
6675 Unemployment 5,000.00	0.00	5,000.00	551.12	0.00	4,448.88	11.0%
6680 Life Insurance 45,000.00	648.00	45,648.00	35,241.82	3,099.11	7,307.07	84.0%
6685 Conflagration Benefits 0.00	51,588.00	51,588.00	51,588.06	0.00	-0.06	100.0%
6690 Café Plan Benefits 3,804,384.00	101,161.00	3,905,545.00	3,596,144.17	0.00	309,400.83	92.1%
6691 PEHP 332,500.00	6,192.00	338,692.00	280,339.31	51,200.00	7,152.69	97.9%
6692 Other Post-Employ Benefits 630,565.00	0.00	630,565.00	724,570.75	79,998.17	-174,003.92	127.6%
6693 Health Trust 267,737.00	4,512.05	272,249.05	344,060.12	0.00	-71,811.07	126.4%
6701 Vehicle Allowance 11,216.00	7,714.00	18,930.00	14,326.32	0.00	4,603.68	75.7%
6702 Tool Allowance 6,000.00	0.00	6,000.00	4,550.00	0.00	1,450.00	75.8%
6703 Cell/Tech Allowance 7,200.00	0.00	7,200.00	6,200.00	0.00	1,000.00	86.1%
6705 Workers Compensation 766,368.00	14,698.00	781,066.00	869,982.15	0.00	-88,916.15	111.4%
TOTAL Benefits 16,862,969.00	383,392.55	17,246,361.55	15,111,924.62	356,230.78	1,778,206.15	89.7%

70 Materials and Service

7007 Depreciation Expense 0.00	0.00	0.00	-155,630.00	0.00	155,630.00	100.0%
7008 ORE CAT Corporate Activity Tax 0.00	0.00	0.00	94.65	17.88	-112.53	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7015 Meeting Expense	27,550.00	-38.95	27,511.05	15,773.96	0.00	11,737.09	57.3%
7030 Civil Service Exam Expense	6,000.00	0.00	6,000.00	5,254.31	0.00	745.69	87.6%
7035 Bank Charges	15,000.00	0.00	15,000.00	12,917.47	2,724.36	-641.83	104.3%
7040 Dues & Publications	41,841.00	-53.50	41,787.50	31,853.96	2,120.15	7,813.39	81.3%
7045 Awards & Recognitions	38,000.00	0.00	38,000.00	23,157.56	0.00	14,842.44	60.9%
7055 Operating Supply	198,420.00	994,346.98	1,192,766.98	312,517.68	18,166.41	862,082.89	27.7%
7065 Fire Fighting Supply	64,900.00	3,125.00	68,025.00	56,509.94	1,858.90	9,656.16	85.8%
7070 Rescue Supply	8,903.00	0.00	8,903.00	6,739.48	612.00	1,551.52	82.6%
7075 EMS Supply	241,500.00	450.00	241,950.00	297,610.47	24,841.28	-80,501.75	133.3%
7078 Department Consumables	20,000.00	0.00	20,000.00	16,534.45	545.03	2,920.52	85.4%
7080 Fuel	232,300.00	725.00	233,025.00	171,149.78	76,053.77	-14,178.55	106.1%
7085 Uniform & Protective Eqpt	428,305.00	0.00	428,305.00	296,930.93	37,591.04	93,783.03	78.1%
7090 Office Supplies	15,900.00	6,300.00	22,200.00	13,234.04	6.00	8,959.96	59.6%
7095 Software & Supplies	580,867.00	0.00	580,867.00	525,726.82	19,612.67	35,527.51	93.9%
7105 Household Goods	55,793.00	-600.00	55,193.00	49,863.99	1,628.43	3,700.58	93.3%
7110 Professional Services	585,662.00	348,579.00	934,241.00	530,666.40	477,174.41	-73,599.81	107.9%
7115 Dispatch Services	1,638,160.00	0.00	1,638,160.00	1,366,025.06	244,365.94	27,769.00	98.3%
7116 Utilities - Natural Gas	64,109.00	0.00	64,109.00	61,652.20	4,188.42	-1,731.62	102.7%
7117 Utilities - Electric	171,777.00	0.00	171,777.00	161,411.11	0.00	10,365.89	94.0%
7118 Utilities - Garbage	51,081.00	0.00	51,081.00	32,285.25	0.00	18,795.75	63.2%
7119 Utilities - Water	118,417.00	0.00	118,417.00	86,502.91	0.00	31,914.09	73.0%
7120 Utilities - Other	135,972.00	0.00	135,972.00	92,698.32	23,446.89	19,826.79	85.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7122 Utilities - Telephone	336,300.00	0.00	336,300.00	311,919.38	26,406.50	-2,025.88	100.6%
7130 Insurance - Property/Casualty	259,500.00	0.00	259,500.00	278,814.14	13,482.89	-32,797.03	112.6%
7135 Medical Exams	240,654.00	0.00	240,654.00	137,970.07	80,008.55	22,675.38	90.6%
7140 Schools/Conferences Registrati	67,750.00	-1,361.80	66,388.20	36,851.33	1,645.00	27,891.87	58.0%
7141 Tuition Reimbursement	60,000.00	0.00	60,000.00	37,588.32	0.00	22,411.68	62.6%
7142 Travel Expense	21,500.00	1,925.00	23,425.00	19,572.64	0.00	3,852.36	83.6%
7145 Mileage Reimbursement	71,300.00	-7,000.00	64,300.00	38,248.56	0.00	26,051.44	59.5%
7150 Volunteer Fire Fighter Exp	35,000.00	0.00	35,000.00	69,297.79	10,000.00	-44,297.79	226.6%
7155 Vehicle Maintenance	431,981.00	0.00	431,981.00	326,559.67	17,078.38	88,342.95	79.5%
7160 Equipment Maintenance	114,669.00	-2,525.00	112,144.00	70,272.15	4,838.96	37,032.89	67.0%
7165 Radio Maintenance	31,250.00	0.00	31,250.00	14,199.91	748.01	16,302.08	47.8%
7170 Facility Maintenance	208,200.00	0.00	208,200.00	139,535.35	24,922.05	43,742.60	79.0%
7175 Office Equipment Maintenance	121,640.00	0.00	121,640.00	42,014.01	9,661.14	69,964.85	42.5%
7180 Computer & AV Maintenance	21,650.12	32,500.00	54,150.12	68,721.23	28,201.97	-42,773.08	179.0%
7185 SCBA Maintenance	0.00	0.00	0.00	104.72	0.00	-104.72	100.0%
7187 Fire Extinguisher Expense	2,500.00	0.00	2,500.00	3,005.75	0.00	-505.75	120.2%
7190 Training Expense	51,257.00	-1,782.91	49,474.09	32,868.31	159.88	16,445.90	66.8%
7195 Public Education	67,000.00	0.00	67,000.00	32,021.24	14,000.00	20,978.76	68.7%
7205 Postage & Freight	30,000.00	0.00	30,000.00	16,179.96	553.11	13,266.93	55.8%
7210 Small Tool, Eqpts & Furnishing	39,544.00	0.00	39,544.00	34,862.42	912.25	3,769.33	90.5%
7215 Other Expense	0.00	0.00	0.00	35,306.95	0.00	-35,306.95	100.0%
TOTAL Materials and Servic	6,952,152.12	1,374,588.82	8,326,740.94	5,757,394.64	1,167,572.27	1,401,774.03	83.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80 Capital Outlay							
8825 Fire Fighting Equipment	15,200.00	0.00	15,200.00	13,321.66	1,938.50	-60.16	100.4%
8835 EMS & Rescue Equipment	0.00	152,020.00	152,020.00	135,987.35	0.00	16,032.65	89.5%
8845 Communications Equipment	7,000.00	0.00	7,000.00	6,799.95	0.00	200.05	97.1%
8860 Facility Improvement	49,700.00	25,000.00	74,700.00	31,419.97	0.00	43,280.03	42.1%
8870 Furniture, Appliances & Tools	1,000.00	0.00	1,000.00	1,197.98	0.00	-197.98	119.8%
8890 Computer & AV Equipment	117,245.00	0.00	117,245.00	72,692.33	0.00	44,552.67	62.0%
TOTAL Capital Outlay	190,145.00	177,020.00	367,165.00	261,419.24	1,938.50	103,807.26	71.7%
85 Debt Service							
9916 Debt Service Principal	1,135,000.00	0.00	1,135,000.00	0.00	1,135,000.00	0.00	100.0%
9917 Debt Service Interest	749,955.00	0.00	749,955.00	374,068.34	375,886.66	0.00	100.0%
TOTAL Debt Service	1,884,955.00	0.00	1,884,955.00	374,068.34	1,510,886.66	0.00	100.0%
90 Transfers Out							
9920 Transfer to Equip Reserve Fund	0.00	603,696.00	603,696.00	0.00	0.00	603,696.00	.0%
TOTAL Transfers Out	0.00	603,696.00	603,696.00	0.00	0.00	603,696.00	.0%
99 End Fund Balance							

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13						
ACCOUNTS FOR: 10 General Fund								
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
9910 Contingency								
1,415,435.00	0.00	1,415,435.00	0.00	0.00	1,415,435.00	.0%		
9915 Restricted Contingency								
1,000,000.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00	.0%		
9999 Unappropriated Ending Fund Bal								
14,650,711.00	0.00	14,650,711.00	0.00	0.00	14,650,711.00	.0%		
TOTAL End Fund Balance								
17,066,146.00	0.00	17,066,146.00	0.00	0.00	17,066,146.00	.0%		
TOTAL General Fund								
-27,001.00	27,000.00	-1.00	-8,768,395.46	3,036,628.21	5,731,766.25	%		
TOTAL REVENUES								
-75,568,517.00	-4,753,066.00	-80,321,583.00	-58,720,016.45	0.00	-21,601,566.55			
TOTAL EXPENSES								
75,541,516.00	4,780,066.00	80,321,582.00	49,951,620.99	3,036,628.21	27,333,332.80			

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 20 Equipment Reserve Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-798,244.00	-36,886.00	-835,130.00	0.00	0.00	-835,130.00	.0%
TOTAL Beg Fund Bal	-798,244.00	-36,886.00	-835,130.00	0.00	0.00	-835,130.00	.0%
03 Interest							
4490 Investment Interest	-3,000.00	0.00	-3,000.00	-2,823.52	0.00	-176.48	94.1%
TOTAL Interest	-3,000.00	0.00	-3,000.00	-2,823.52	0.00	-176.48	94.1%
04 Other Revenues							
4540 Sale of Surplus	-15,000.00	0.00	-15,000.00	-96,222.33	0.00	81,222.33	641.5%
TOTAL Other Revenues	-15,000.00	0.00	-15,000.00	-96,222.33	0.00	81,222.33	641.5%
05 Transfers In							
4610 Transfers from other Funds	0.00	-603,696.00	-603,696.00	0.00	0.00	-603,696.00	.0%
TOTAL Transfers In	0.00	-603,696.00	-603,696.00	0.00	0.00	-603,696.00	.0%
80 Capital Outlay							

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 20 Equipment Reserve Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8825 Fire Fighting Equipment	445,000.00	18,443.00	463,443.00	270,656.20	137,162.09	55,624.71	88.0%
8835 EMS & Rescue Equipment	0.00	622,139.00	622,139.00	0.00	0.00	622,139.00	.0%
TOTAL Capital Outlay	445,000.00	640,582.00	1,085,582.00	270,656.20	137,162.09	677,763.71	37.6%
90 Transfers Out							
9930 Transfer to Cap Proj Fund	200,000.00	0.00	200,000.00	0.00	0.00	200,000.00	.0%
9980 Transfer to General Fund	122,500.00	0.00	122,500.00	0.00	0.00	122,500.00	.0%
TOTAL Transfers Out	322,500.00	0.00	322,500.00	0.00	0.00	322,500.00	.0%
99 End Fund Balance							
9999 Unappropriated Ending Fund Bal	48,744.00	0.00	48,744.00	0.00	0.00	48,744.00	.0%
TOTAL End Fund Balance	48,744.00	0.00	48,744.00	0.00	0.00	48,744.00	.0%
TOTAL Equipment Reserve Fund	0.00	0.00	0.00	171,610.35	137,162.09	-308,772.44	100.0%
TOTAL REVENUES	-816,244.00	-640,582.00	-1,456,826.00	-99,045.85	0.00	-1,357,780.15	
TOTAL EXPENSES	816,244.00	640,582.00	1,456,826.00	270,656.20	137,162.09	1,049,007.71	

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 30 Capital Projects Fund							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
00 Beg Fund Bal							
9995 Beg Fund Bal							
-6,529,024.00	211,153.00	-6,317,871.00	0.00	0.00	-6,317,871.00	.0%	
TOTAL Beg Fund Bal							
-6,529,024.00	211,153.00	-6,317,871.00	0.00	0.00	-6,317,871.00	.0%	
03 Interest							
4490 Investment Interest							
-14,000.00	0.00	-14,000.00	-18,503.71	0.00	4,503.71	132.2%	
TOTAL Interest							
-14,000.00	0.00	-14,000.00	-18,503.71	0.00	4,503.71	132.2%	
05 Transfers In							
4610 Transfers from other Funds							
-200,000.00	0.00	-200,000.00	0.00	0.00	-200,000.00	.0%	
TOTAL Transfers In							
-200,000.00	0.00	-200,000.00	0.00	0.00	-200,000.00	.0%	
70 Materials and Servic							
7020 Debt Interest Expense							
265,272.00	0.00	265,272.00	133,798.00	131,474.00	0.00	100.0%	
7025 Debt Principal Expense							
241,317.00	0.00	241,317.00	119,496.11	121,820.32	0.57	100.0%	
TOTAL Materials and Servic							
506,589.00	0.00	506,589.00	253,294.11	253,294.32	0.57	100.0%	
80 Capital Outlay							

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 30 Capital Projects Fund		REVISD	BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	TRANS/ADJSMTS						
8860 Facility Improvement							
6,236,435.00	-211,153.00	6,025,282.00		339,623.49	2,179,974.43	3,505,684.08	41.8%
TOTAL Capital Outlay							
6,236,435.00	-211,153.00	6,025,282.00		339,623.49	2,179,974.43	3,505,684.08	41.8%
TOTAL Capital Projects Fund							
0.00	0.00	0.00		574,413.89	2,433,268.75	-3,007,682.64	100.0%
	TOTAL REVENUES						
-6,743,024.00	211,153.00	-6,531,871.00		-18,503.71	0.00	-6,513,367.29	
	TOTAL EXPENSES						
6,743,024.00	-211,153.00	6,531,871.00		592,917.60	2,433,268.75	3,505,684.65	

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13						
ACCOUNTS FOR: 40 Enterprise Fund								
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
00 Beg Fund Bal								
9995 Beg Fund Bal								
-23,500.00	18.00	-23,482.00	0.00	0.00	-23,482.00	.0%		
TOTAL Beg Fund Bal								
-23,500.00	18.00	-23,482.00	0.00	0.00	-23,482.00	.0%		
03 Interest								
4490 Investment Interest								
-200.00	0.00	-200.00	-4,639.96	0.00	4,439.96	2320.0%		
TOTAL Interest								
-200.00	0.00	-200.00	-4,639.96	0.00	4,439.96	2320.0%		
04 Other Revenues								
4560 Grant Revenue								
0.00	-5,000.00	-5,000.00	-5,350.00	0.00	350.00	107.0%		
4571 Other Revenues								
-5,000.00	5,000.00	0.00	0.00	0.00	0.00	.0%		
TOTAL Other Revenues								
-5,000.00	0.00	-5,000.00	-5,350.00	0.00	350.00	107.0%		
70 Materials and Servic								
7055 operating Supply								
17,000.00	-18.00	16,982.00	5,640.77	0.00	11,341.23	33.2%		
TOTAL Materials and Servic								
17,000.00	-18.00	16,982.00	5,640.77	0.00	11,341.23	33.2%		
99 End Fund Balance								

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13						
ACCOUNTS FOR: 40 Enterprise Fund								
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
9999 Unappropriated Ending Fund Bal								
11,700.00	0.00	11,700.00	0.00	0.00	11,700.00	.0%		
TOTAL End Fund Balance								
11,700.00	0.00	11,700.00	0.00	0.00	11,700.00	.0%		
TOTAL Enterprise Fund								
0.00	0.00	0.00	-4,349.19	0.00	4,349.19	100.0%		
TOTAL REVENUES								
-28,348.00	18.00	-28,330.00	-9,989.96	0.00	-18,340.04			
TOTAL EXPENSES								
28,348.00	-18.00	28,330.00	5,640.77	0.00	22,689.23			

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 50 Debt Service Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-141,030.00	-130,245.00	-271,275.00	0.00	0.00	-271,275.00	.0%
TOTAL Beg Fund Bal	-141,030.00	-130,245.00	-271,275.00	0.00	0.00	-271,275.00	.0%
01 Tax Revenues							
4450 Current Year Prop Taxes	-2,482,679.00	0.00	-2,482,679.00	-2,080,016.10	0.00	-402,662.90	83.8%
4455 Prior Year Prop Taxes	-30,000.00	0.00	-30,000.00	-19,459.72	0.00	-10,540.28	64.9%
TOTAL Tax Revenues	-2,512,679.00	0.00	-2,512,679.00	-2,099,475.82	0.00	-413,203.18	83.6%
03 Interest							
4490 Investment Interest	-2,500.00	0.00	-2,500.00	-5,181.77	0.00	2,681.77	207.3%
TOTAL Interest	-2,500.00	0.00	-2,500.00	-5,181.77	0.00	2,681.77	207.3%
70 Materials and Servic							
7020 Debt Interest Expense	1,004,200.00	0.00	1,004,200.00	502,100.00	502,100.00	0.00	100.0%
7025 Debt Principal Expense	1,050,000.00	0.00	1,050,000.00	0.00	1,050,000.00	0.00	100.0%
TOTAL Materials and Servic	2,054,200.00	0.00	2,054,200.00	502,100.00	1,552,100.00	0.00	100.0%
99 End Fund Balance							

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 50 Debt Service Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9999 Unappropriated Ending Fund Bal	602,009.00	130,245.00	732,254.00	0.00	0.00	732,254.00	.0%
TOTAL End Fund Balance	602,009.00	130,245.00	732,254.00	0.00	0.00	732,254.00	.0%
TOTAL Debt Service Fund	0.00	0.00	0.00	-1,602,557.59	1,552,100.00	50,457.59	100.0%
TOTAL REVENUES	-2,656,209.00	-130,245.00	-2,786,454.00	-2,104,657.59	0.00	-681,796.41	
TOTAL EXPENSES	2,656,209.00	130,245.00	2,786,454.00	502,100.00	1,552,100.00	732,254.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 60 Bond Construction Fund		REVISD BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
ORIGINAL APPROP	TRANS/ADJSMTS						
03 Interest							
4490 Investment Interest							
-2,000.00	0.00	-2,000.00	-47,649.93	0.00	45,649.93	2382.5%	
TOTAL Interest							
-2,000.00	0.00	-2,000.00	-47,649.93	0.00	45,649.93	2382.5%	
04 Other Revenues							
4513 Other Reimbursements							
-500,000.00	0.00	-500,000.00	0.00	0.00	-500,000.00	.0%	
4571 Other Revenues							
0.00	0.00	0.00	-20,072.44	0.00	20,072.44	100.0%	
TOTAL Other Revenues							
-500,000.00	0.00	-500,000.00	-20,072.44	0.00	-479,927.56	4.0%	
80 Capital Outlay							
8825 Fire Fighting Equipment							
502,000.00	0.00	502,000.00	0.00	0.00	502,000.00	.0%	
8860 Facility Improvement							
0.00	0.00	0.00	5,527.00	0.00	-5,527.00	100.0%	
TOTAL Capital Outlay							
502,000.00	0.00	502,000.00	5,527.00	0.00	496,473.00	1.1%	
TOTAL Bond Construction Fund							
0.00	0.00	0.00	-62,195.37	0.00	62,195.37	100.0%	
TOTAL REVENUES							
-502,000.00	0.00	-502,000.00	-67,722.37	0.00	-434,277.63		
TOTAL EXPENSES							
502,000.00	0.00	502,000.00	5,527.00	0.00	496,473.00		

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ACCOUNTS FOR: 70 PERS Reserve Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
00 Beg Fund Bal							
9995 Beg Fund Bal	-688,484.00	-3,066.00	-691,550.00	0.00	0.00	-691,550.00	.0%
TOTAL Beg Fund Bal	-688,484.00	-3,066.00	-691,550.00	0.00	0.00	-691,550.00	.0%
03 Interest							
4490 Investment Interest	-4,000.00	2,805.00	-1,195.00	-1,195.25	0.00	0.25	100.0%
TOTAL Interest	-4,000.00	2,805.00	-1,195.00	-1,195.25	0.00	0.25	100.0%
90 Transfers Out							
9980 Transfer to General Fund	692,484.00	261.00	692,745.00	0.00	0.00	692,745.00	.0%
TOTAL Transfers Out	692,484.00	261.00	692,745.00	0.00	0.00	692,745.00	.0%
TOTAL PERS Reserve Fund	0.00	0.00	0.00	-1,195.25	0.00	1,195.25	100.0%
TOTAL REVENUES	-692,484.00	-261.00	-692,745.00	-1,195.25	0.00	-691,549.75	
TOTAL EXPENSES	692,484.00	261.00	692,745.00	0.00	0.00	692,745.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2020 10		JOURNAL DETAIL 2020 1 TO 2020 13					
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
-27,001.00	GRAND TOTAL 27,000.00	-1.00	-9,692,668.62	7,159,159.05	2,533,508.57	%	

** END OF REPORT - Generated by Anh Le **

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	10	Y	N
Sequence 3	11	Y	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.
 Print totals only: Y
 Print Full or Short description: F
 Print full GL account: N
 Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: Y
 From Yr/Per: 2020/ 1
 To Yr/Per: 2020/13
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Include additional JE comments: N
 Multiyear view: D
 Amounts/totals exceed 999 million dollars: Y

Year/Period: 2020/10
 Print MTD Version: N
 Roll projects to object: N
 Carry forward code: 1

Find Criteria
 Field Name Field Value

Org
 Object
 Project
 Rollup code
 Account type
 Account status

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Joshua Gehrke

Re: Support Services Monthly Report – April 2020

- Conducted final entry-level interviews with the Fire Chief and Deputy Chief.
- Participated in budget meetings and subsequent follow-up meetings for preparing a balanced budget for FY21.
- Conducted weekly organizational briefing for Business Services.
- Attended several Zoom meetings to help facilitate peer support for various groups/departments in the Fire District and subsequent follow-ups to include (all hosted by Tim Dietz):
 - Family member meeting, “coping with COVID”
 - Administrative staff behavioral health discussion
 - First responder behavioral health discussion
- Participated in the first ever Clackamas Fire Recruit Academy Graduation and Swearing-in via Zoom.
- Attended Fire Defense Board Zoom meeting.
- Attended numerous battalion chief briefings throughout the month.
- Attended the Estacada Rural Fire District No.69 board meeting.
- Attended the Clackamas Fire District #1 board meeting.
- Participated in ITS Office 365 planning meetings, in preparation for following month implementation and review of process,
- Operated the MdE-inc/Check-in platform in test mode and demonstrated use with Deputy Chief Whiteley and HR Director Noble.
- Continued as the Logistics Section Chief for the COVID-19 incident.
- Conducted ongoing check-ins with support services department heads, as we adjusted to the telecommuting environment.
- Attended command and general staff, tactics, and planning meetings for eight operational periods during the month of April.
- Attended multiple meetings to discuss challenges surrounding COVID-19 and our first responders and ongoing discussions with labor/attended labor management meeting.
- Attended weekly operations meeting with local strategic partners.

- Represented the Fire District at the Milwaukie Public Safety Advisory Committee meeting and answered questions about our COVID-19 response.

Respectfully submitted,

Division Chief Joshua Gehrke

Business Services Division

To: Chief Fred Charlton and the Board of Directors
From: Data Services Director Shelby Hopkins
Re: Data Services Department Monthly Report – April 2020

The following is a recap of work completed by Data Services in April:

- Compiled Ambulance Service Performance report per county compliance.
- Processed multiple station and shift assignment changes in TeleStaff.
- Developed process for pulling data from ESO to compile performance data.
- Participated in FY2021 budget meetings.
- Coordinated with GIS contractor on miscellaneous mapping/data projects.
- Developed Target Solutions flowchart that outlines who does what in the program.
- Assisted with compiling updates into the SOC for Accreditation.
- Attended Administrative Staff zoom meeting with Tim Dietz.
- Learned Estacada's ImageTrend incident reporting system and developed reports needed to process historical data.
- Prepared for Munis upgrade to v.2019 in May.
- Coordinated multiple Munis training sessions in preparation for v.2019 upgrade.
- Attended District Operational Briefings for COVID-19.
- Continued work and development on D1 Check-In program.
- Updated and maintained District reporting on COVID-19 reimbursement hours in Target Solutions.
- Prepared for TeleStaff re-implementation.
- Built new buttons in Target Solutions on the bulletin board and updated the file center.
- Developed reports that allow for the tracking and calculation of LOSAP points for all Support and Suppression volunteers.
- Continued staff transition from Training to Data Services.
- Developed and processed COVID-19 incident reporting for ICS and Finance.
- Processed all false alarms for January – March.
- Processed data for SAFER grant application.
- Processed all billable MVA incidents into EF Recovery to begin cost recovery process.

- Worked with EF Recovery on updated training materials for crews to ensure claims were being generated for billable incidents.
- Cost Recovery Claims Summary Report as of April 30, 2020:

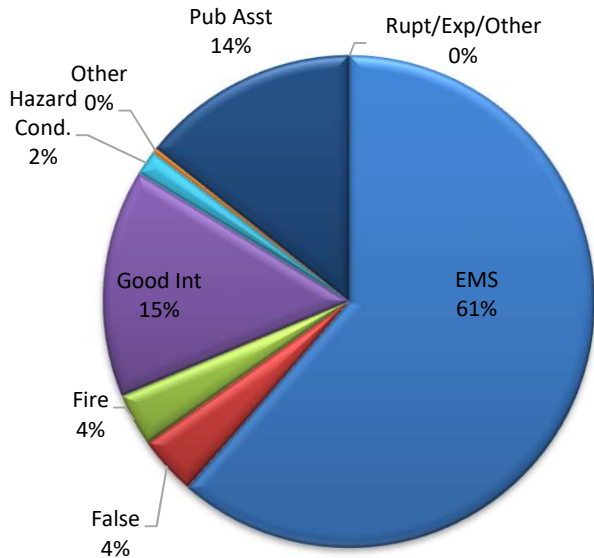
	# of Claims	Claim Amount	Average \$ / Claim
False Alarm			
In Process	21	\$4,835.44	
Closed Not Paid	12	\$2,660.73	
Closed Paid	188	\$52,541.70	\$279.48
	221	\$60,037.87	
Fire			
In Process	3	\$9,104.35	
Closed Not Paid	8	\$1,647.67	
Closed Paid	4	\$4,228.54	\$1,057.14
	15	\$14,980.56	
Hazmat			
In Process	10	\$3,508.11	
Closed Not Paid	8	\$2,812.10	
Closed Paid	13	\$12,546.04	\$965.08
	31	\$18,866.25	
Inspection			
Closed Not Paid	41	\$2,351.60	
Closed Paid	8	\$2,255.73	\$281.97
	49	\$4,607.33	
MVA			
In Process	77	\$30,066.98	
Closed Not Paid	205	\$34,965.36	
Closed Paid	79	\$35,417.45	\$448.32
	361	\$100,449.78	
Total In Process	111	\$47,514.88	
Total Closed Not Paid	274	\$44,437.46	
Total Closed Paid	292	\$106,989.46	\$366.40

Respectfully submitted,

Data Services Director Shelby Hopkins

Clackamas Fire Dist. #1 Emergency Services Report

April 2020



Incident Type	Data
EMS	1097
False	69
Fire	62
Good Int	268
Hazard Cond.	29
Other	6
Pub Asst	256
Rupt/Exp/Weather	0
Grand Total	1787

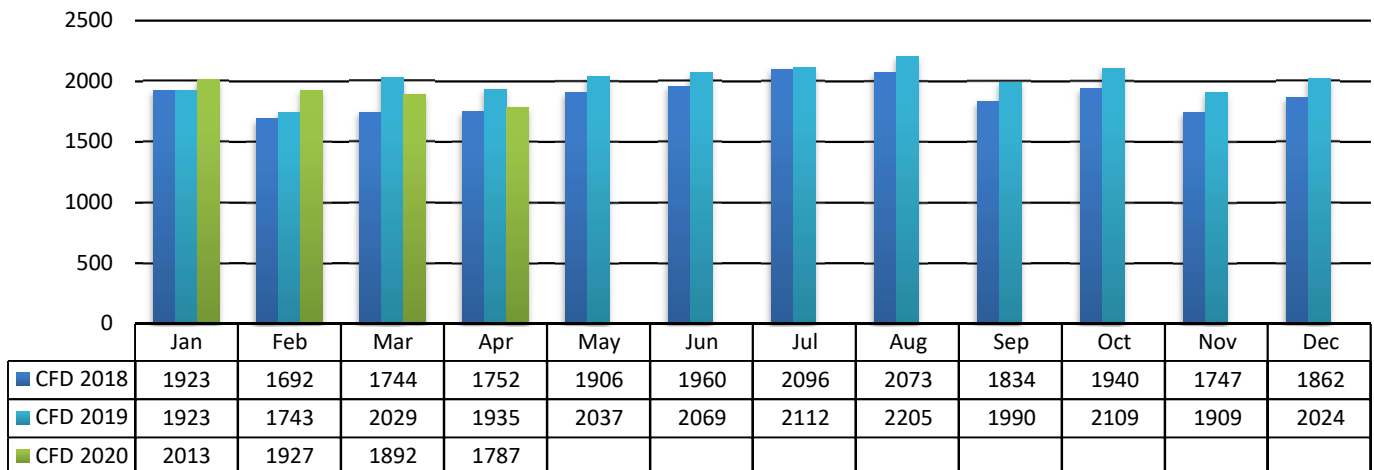
Year to Date

Incident Type	2018	2019	2020
EMS	5049	5330	5044
False	250	311	284
Fire	120	160	149
Good Int	615	684	1048
Hazard Cond.	390	372	107
Other	1	0	13
Pub Asst	685	771	973
Rupt/Exp/Weather	0	2	1
Grand Total	7110	7630	7619

**Mutual Aid Given Incident Not Included*

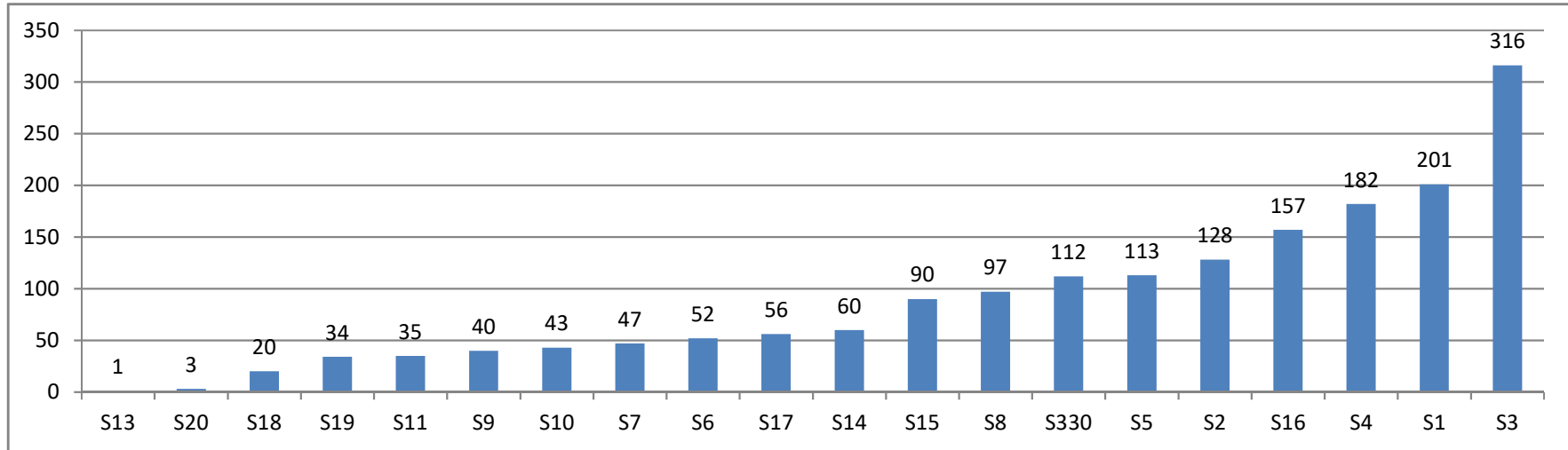
***Changes in Good Int and Hazard Cond. due to compliance with NFIRS requirements.*

Total Incidents by Month

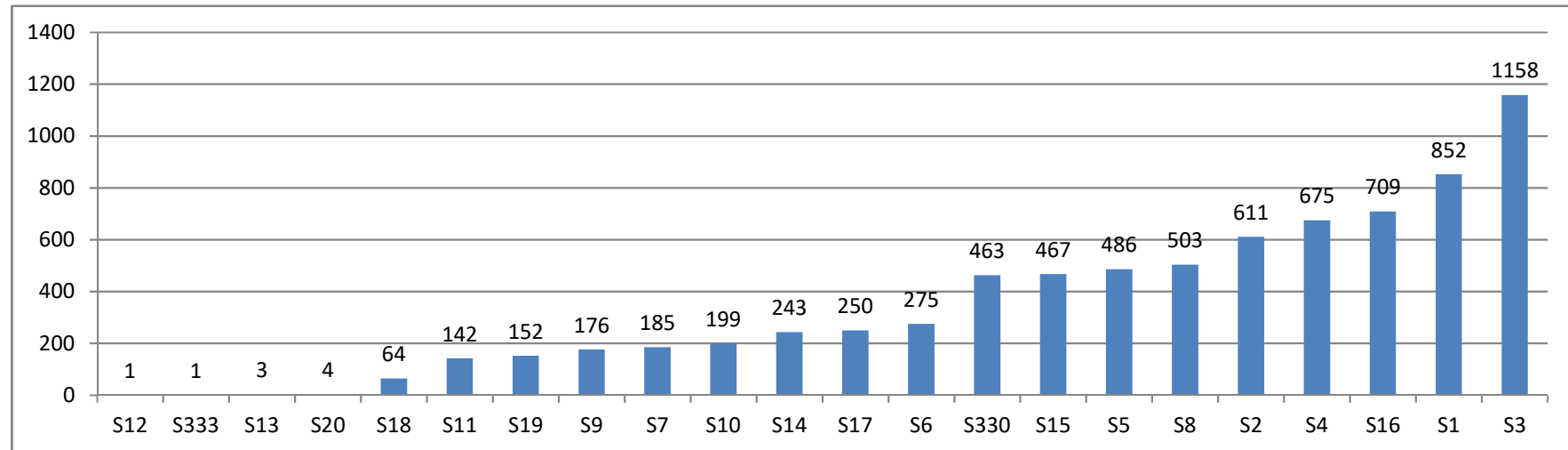


Incident Count by Station

April 2020



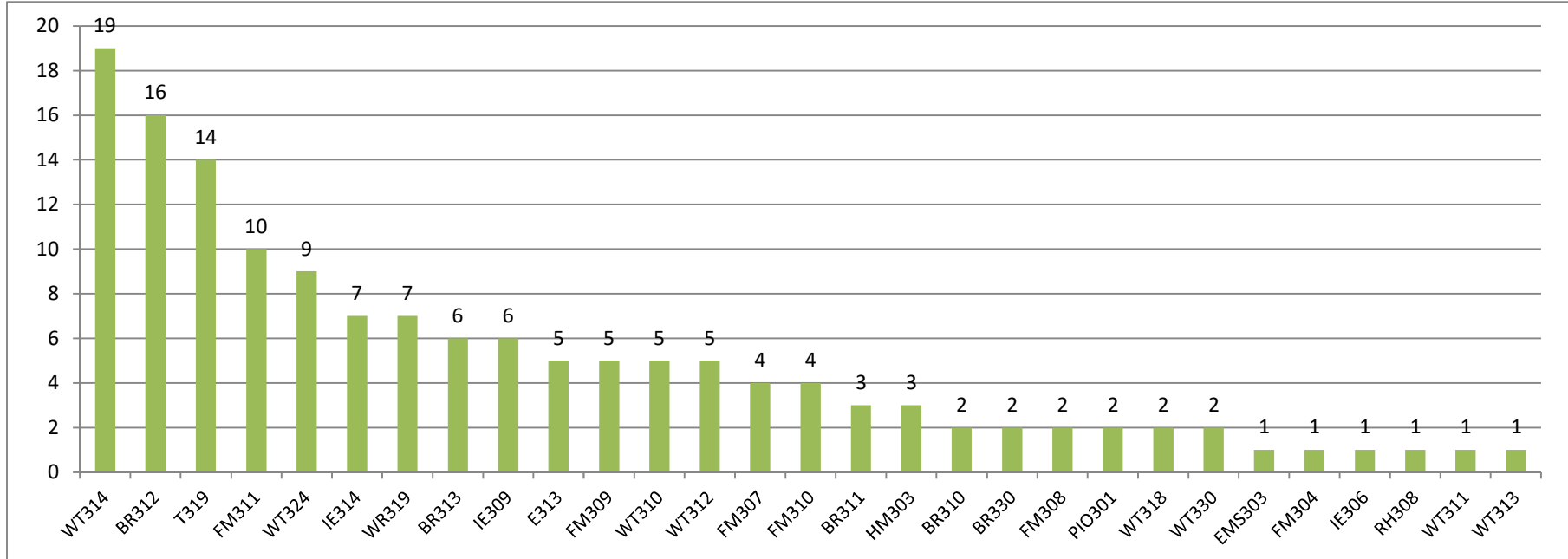
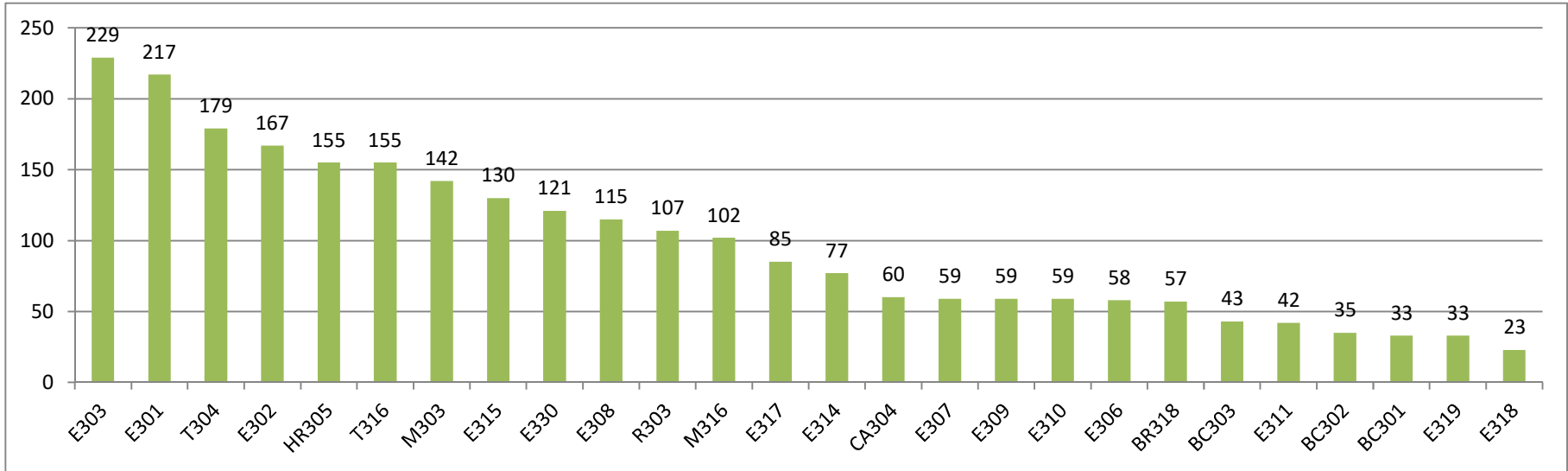
Year to Date



Incident Response by Apparatus

(Including Mutual Aid Given)

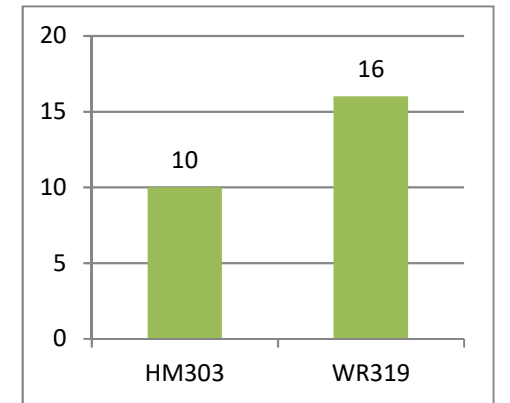
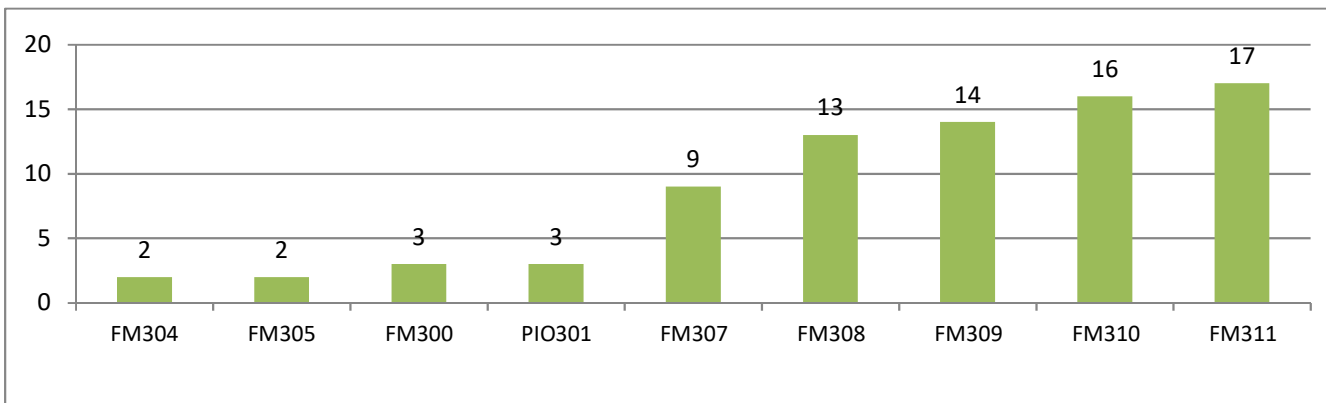
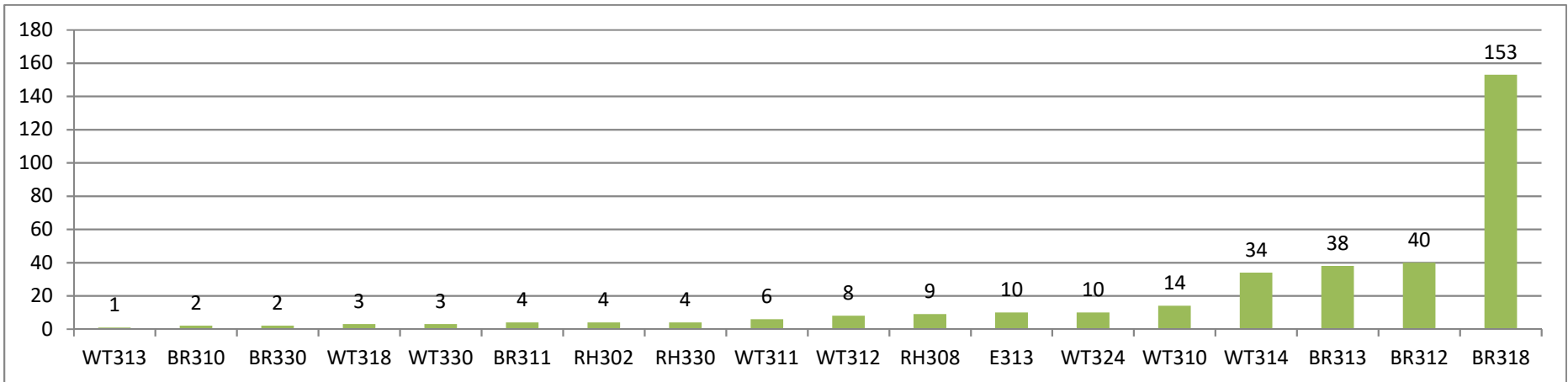
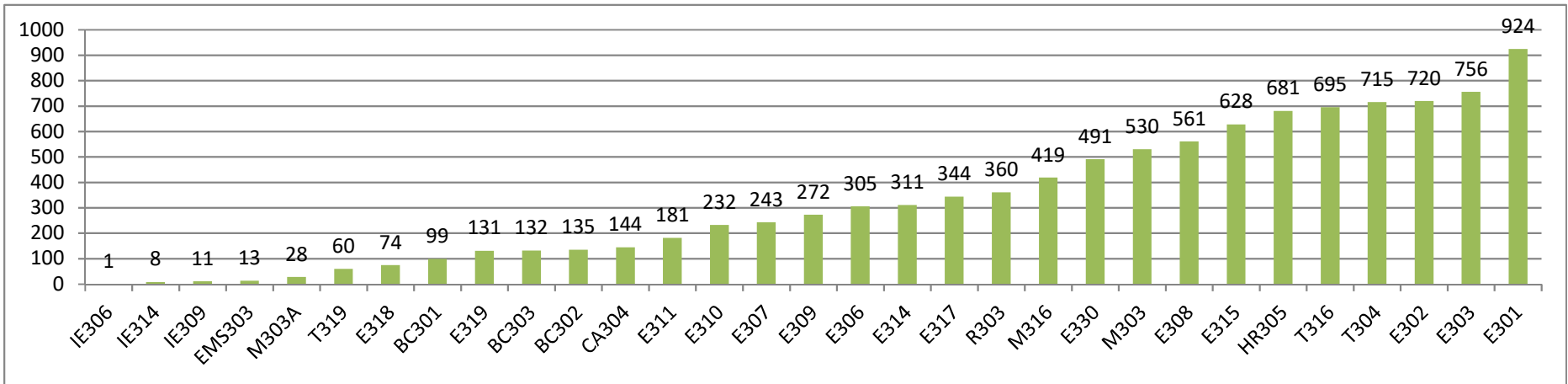
April 2020



Incident Response by Apparatus

(Including Mutual Aid Given)

Year to Date 2020



Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fleet Director Bill Bischoff

Re: Fleet Services Department Monthly Report – April 2020

During the month of April, the following are some of the major items that fleet maintenance personnel addressed:

Engines

- 2-109 TRNG- PM and write-ups. Prep for surplus and potential academy use.
- 2-125 E306- PM and write-ups. Found a warrantable pump transmission issue.
- 2-120 E315- PM and write-ups.
- 3-144 E333- PM and write-ups. Initial inspection and pump test.

Trucks / Heavy Rescue

- 2-208 T316- Rear differential blow out, PM and other write ups

Brush Rigs / Water Tenders/Boats

- 3-341 WT318- PM, pump test, and back up camera installation.
- 2-338 WT314- PM and pump test. Other write-ups.
- 2-335 WT312- PM and pump test. Other write-ups.
- 2-308 IE309- PM and pump test. Other write-ups.
- 2-364 BR318- PM and write-ups. CradlePoint install and upgraded MDC.
- 2-363 BR313- PM and write-ups. CradlePoint install and upgraded MDC.
- 3-323 BR333 & 2-306 IE306- Misc. write-ups and PM work.

Staff Vehicles / Medic

- 2-705 BC302- PM and write-ups.
- Several staff vehicles in for PM and minor write-ups.
- 3-502 Prevention- Had to have major engine work repairs performed to keep in service as a daily assigned vehicle. Heads leaking, intake and oil pan leaks, water pump, and AC inoperable.

Other Items

- Performed a major PM on the 50kw portable generator that had not been done for some time. Drained and replaced all of the fuel that was getting very stale. Prep for COVID-19 use if needed.

- Completed Canby Fire's Water Tender and Brush Rig seasonal PM and pump test work. Performed several write-ups in our shop as well as in their station. Gathered information and view used apparatus online with them for potential purchases.
- Performed several field repairs and in shop repairs on Lake Oswego apparatus to include the rear differential unit and new springs on E214.
- Performed maintenance and repairs on District riding lawn mowers and tractor.

Respectfully Submitted,

Fleet Director Bill Bischoff

Business Services Division

To: Chief Charlton and the Board of Directors

From: Information Technology Services Director Oscar Hicks

Re: Information Technology Services Department Monthly Report – April 2020

Initiated

- Office365 Phase II
- Telecommuting platform

In Progress/On-going

- Office moves
- MDC refresh
- Workstation refresh
- Virtual Desktop update
- Airwatch / Mobile device update
- Windows 10 desktop refresh
- Munis – Active Directory integration for Single-Sign On
- Office365 / SharePoint implementation
- FTE backfill ITS Mobile Specialist (on hold)
- Public Safety Plan via Verizon iPhone update (Phase II)

Completed:

- CradlePoint refresh
- Network Infrastructure and Wi-Fi audit / update

Respectfully submitted,

Information Technology Services Director Oscar Hicks

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Logistics Director DeAnn Cordes

Re: Logistics Department Monthly Report – April 2020

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

- Logistics filled and delivered 279 orders entered into Munis. This was up 6.45% from April of last year.
- Logistics filled and delivered 31 controlled medication orders; which was up 29.03% from April of last year.
- Made changes to ID/access badges and alternative devices (key FOBs, bracelets and stickers) as needed i.e.: additions, deletions and changes. Communicated with Sonitrol for those changes.
- Made changes in CAD to the 800 MHz radios as requested. Just a few changes were needed this month.
- Many of the activities this month continued to be focused around ordering and tracking inventory related to COVID-19. The stations reported their inventory levels each day. Those levels were combined with Logistics inventory levels and were reported, each business day, to the Logistics Section Chief (Gehrke). Logistics has been reporting our personal protection equipment inventory levels to the County weekly and the state of Oregon three times per week.
- Logistics started purchasing through Amazon Business' COVID-19 site. This site is COVID related supplies and prioritized access to organizations on the front line. We have successfully purchased some of the hard to find items. We are finding vendors that have committed to orders they cannot fulfill and some significant price increases. These are not the normal vendors we have done business with in the past. Staff has taken extra time to work with existing vendors and tried to maintain purchasing current inventory items instead of purchasing one off items.
- Staff participated in COVID-19 related Zoom meetings, as needed or requested, this month.
- We started outfitting the new recruits (RA20-02) with their personal protective equipment in anticipation of the start of their academy. Sizing was not done in person; it was done by phone this time. In the 10 years I have been here, this is the first time we have done phone sizing. New hire equipment will be distributed to the recruits before their May 18 start date.

Respectfully submitted,

Logistics Director DeAnn Cordes

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Brian Stewart

Re: Community Services Department Monthly Report – April 2020

- Budget meetings – April 8th
- Promotional chief interviews – April 8th and 9th
- Oregon Safety and Health Section meeting – April 15th
- Clackamas Fire District #1 Board of Directors meeting – April 20th
- Labor Management – April 27th
- Served as COVID-19 Internal IMT Planning Section Chief
- Worked two battalion chief shifts
- Executive team meetings – weekly
- COVID-19 meetings – throughout the month
- BC update meetings – throughout the month
- Ongoing accreditation and Standard of Cover work
- SAFER, FP&S, and AFG-S grant work

Respectfully Submitted,

Division Chief Brian Stewart

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Emergency Manager Gregg Ramirez

Re: Emergency Management Monthly Report – April 2020

PPE/Decon Taskforce

- Developed and implemented the product and process for “fog” disinfection of apparatus.
- Expect delivery of UVC lights for apparatus and PPE within a week.
- Advise leadership regarding industry best practices regarding PPE and decon.

PPE Donations

- We have over 1,000 patient masks in reserve.

After Action Review (AAR) - 60 day review of D1 COVID-19 response

- AAR scheduled for 05/12/20 during E-Team meeting.

CERT

- CERT leaders continue to meet virtually to coordinate activities

Work on-going

- Soliciting input from department heads regarding the nature of their work priorities and methods for meeting the mission based on the current threat.
 - Red – all activities based on meeting the District's essential functions
 - Yellow – modified tactics for response and support activities
 - Green – Return to steady-state activities based on the “new normal”

Respectfully submitted,

Emergency Manager Gregg Ramirez

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fire Marshal Shawn Olson

Re: Fire Marshal's Office Monthly Report – April 2020

Engineering Fire Marshal's Office staff reviewed 17 buildings and land use projects in the month of April 2020. In addition, 16 new construction inspections and nine tenant improvement inspections were completed.

Enforcement A total of 96 inspections were carried out in the month of April 2020. These include new construction inspections, and special inspections completed by the Fire Marshal's Office staff. Lockbox and target hazard inspections completed by the fire companies are temporarily suspended, as are fire and life safety inspections done by Fire Marshal's Office staff.

Public Education Fire Marshal's Office staff and companies conducted or participated in 23 community activities in April 2020. These included Firefighter Story Time videos, and Career Fair – Career Spotlight videos. In-person fire safety presentations, station tours and a number of other public events were temporarily suspended.

Additional Notes from the Fire Marshal

- May is Wildland Urban Interface month. FMO staff will be utilizing the Bigfoot campaign for public education messaging and outreach. Staff will also work with the PIO group for outreach.
- Residential Fire Sprinkler week is May 17- 23. FMO staff is working with PIO group to educate citizens about residential fire sprinklers.
- FMO staff is working on Intterra pre-plans. Station 5, 6, and 7 are complete, as are portions of Station 3.
- FM is assisting with implementation of fogger disinfectant techniques and UVC lighting for medic units.
- FM is working on draft post COVID-19 action plan for FMO.
- Investigators are working on continuing education through online learning.
- ESO continuous updating and cleaning up occupancies.

Respectfully Submitted,

Fire Marshal Shawn Olson

Clackamas and Estacada Fire Inspections

2020 Occupancy Inspections

January - April

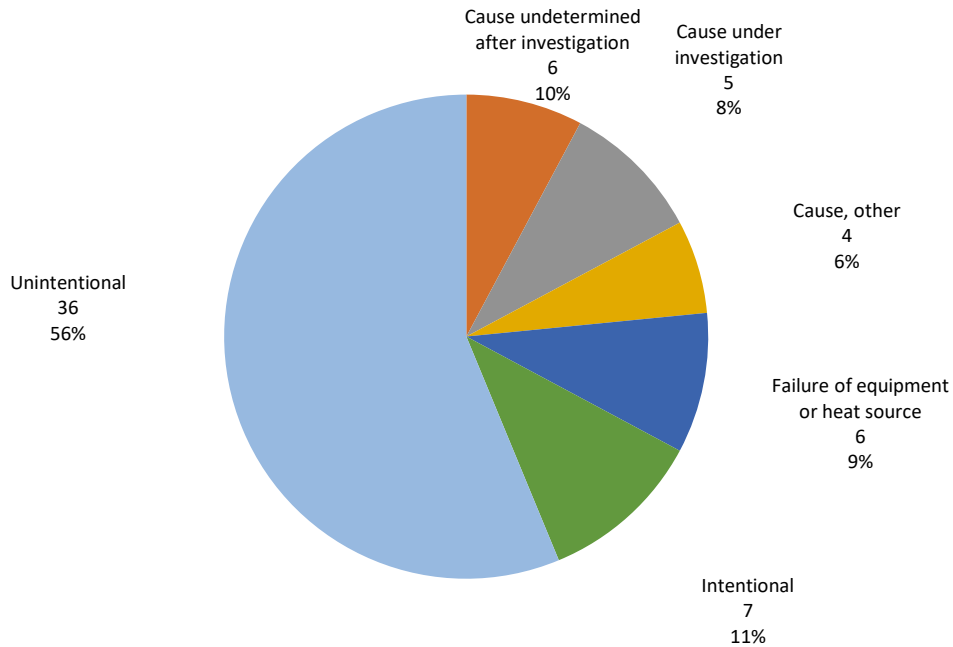
Assigned To	Actions	Completed
Division, Fire Marshal Office	INSPECTION - 1 Year	15
	INSPECTION - 1 Year Apartments	19
	INSPECTION - 2 Year	360
	INSPECTION - 2 Year Apartments	103
	INSPECTION - Hazmat	2
	INSPECTION - Marijuana Facility	3
	INSPECTION - Schools	10
Division, Fire Marshal Office	Total	512
	Grand Total	512

2020 Special Inspections

April

Assigned To	Actions	Completed
Division, Fire Marshal Office	INSPECTION - Burn Permit	3
	INSPECTION - Fire Access & Water Supply	1
	INSPECTION - Fire Alarm	0
	INSPECTION - Lock Box	0
	INSPECTION - New Construction	16
	INSPECTION - Special	0
	INSPECTION - Target Hazard	0
	INSPECTION - Tenant Improvement	9
	MEETING - General Development/Design	1
	MEETING - Land Use	0
	MEETING - On Site	4
	MEETING - Pre Application	4
	PERMIT - Fireworks	9
	PLAN - Fire Access & Water Supply (Commercial)	20
	PLAN - Fire Access & Water Supply (Residential)	25
	REFERRAL/COMPLAINT - Citizen	0
	REFERRAL/COMPLAINT - State	0
Division, Fire Marshal Office	Total	92
	Grand Total	92

Clackamas Fire District #1 2020 Structure Fire Cause of Ignition



Year	Fire Cause of Ignition	Incidents	%
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%
2015 Total		86	100.00%
2016	Act of Nature	2	2.56%
	Cause under investigation	1	1.28%
	Cause undetermined after investigation	11	14.10%
	Cause, other	2	2.56%
	Failure of equipment or heat source	9	11.54%
	Intentional	4	5.13%
	Unintentional	49	62.80%
2016 Total		78	100.00%
2017	Act of Nature	2	2.15%
	Cause undetermined after investigation	17	18.28%
	Cause, other	1	1.08%
	Failure of equipment or heat source	18	19.35%
	Intentional	8	8.60%
	Unintentional	47	50.54%
2017 Total		93	100.00%
2018	Act of Nature	0	0.00%
	Cause under investigation	1	0.88%
	Cause undetermined after investigation	22	19.30%
	Cause, other	5	4.39%
	Failure of equipment or heat source	24	21.05%
	Intentional	7	6.14%
	Unintentional	55	48.25%
2018 Total		114	100.00%
2019	Act of Nature	1	1.56%
	Cause under investigation	2	1.67%
	Cause undetermined after investigation	16	13.33%
	Cause, other	6	5.00%
	Failure of equipment or heat source	22	18.33%
	Intentional	8	6.67%
	Unintentional	65	54.17%
2019 Total		120	100.00%

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

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Bill Conway

Re: Emergency Medical Services Department Monthly Reports – April 2020

The following summary of work includes those activities completed within the EMS Department. Additional reports are included from the Medical Services Chief, EMS Training Officer, and Community Paramedic.

- Met with Clackamas County regarding EMS Council agenda for May meeting.
- Assisted in COVID-19 Internal Taskforce and Incident Command Team.
- Attended State COVID-19 webinar.
- Attended Fire Defense Board meeting via Zoom.
- Attended WebEx with First Watch and CCOM.
- Attended System Enhancement Committee meeting via Zoom.
- Attended Clackamas Fire Board meeting via Zoom.
- Met with Division Chief Matt Dale, Canby Fire, via Zoom regarding transitioning to Chair of EMS Council.
- Much of April dedicated to COVID-19 planning and preparation.

Respectfully submitted,

Division Chief Bill Conway

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Medical Services Chief Josh Santos

Re: Emergency Medical Services Department Monthly Report – April 2020

- COVID-19 – Assigned Augmentation Branch Manager for the internal incident management team.
- Attended Peer Support Meetings for COVID-19.
- Budget preparation for the EMS Department.
- Attended Mobile Integrated Health Meeting via Zoom.
- Met with agency partner EMS leaders – Sharing COVID-19 policies and procedures.
- Met with AMR – Medic Unit Pilot Program update via Zoom.
- Clackamas County EMS Council – Voted Vice Chairperson.
- ASA Strategic Planning Taskforce – Voted Chairperson.
- Attended meeting with Training Department – Staffing plan for upcoming Fire Academy.
- Succession planning in preparation for Chief Conway's retirement.

Respectfully submitted,

Medical Services Chief Josh Santos

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Community Paramedic AmyJo Cook

Re: Emergency Medical Services Department Monthly Report – April 2020

- Assisting Clackamas County in the Emergency Operations Center, Branch Manager Human Services; specifically vulnerable populations.
- Assisted with implementing six sanitation stations (porta-a-potty with handwashing) strategically placed throughout Clackamas County.
- Assisted Community Medicine client with access to prescriptions.
- Assisted collaboration with Clackamas County Sherriff for countywide food box distribution (Community Cares Program).
- Assisted with implementation of 'voucher' system to provide non-COVID-19 positive but, medically compromised/symptomatic, vulnerable persons with isolation/shelter in local motels.
- Implemented COVID-19 positive shelter (Collins Retreat, Eagle Creek) for vulnerable populations that have a positive test result, and/or are waiting for a test result.
- Assisted with implementation of mobile shower unit.
- Assisted public Health Officer with in-home (adult foster care) COVID-19 testing.
- Assisted with access to mobile 'charging stations' for vulnerable populations.
- Coordinated with local hospitals for discharge and referral of vulnerable populations.

Respectfully submitted,

Community Paramedic AmyJo Cook

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: EMS Training Officer Mike Verkest

Re: Emergency Medical Services Department Monthly Report – April 2020

Note: A majority of time and effort this month has been spend on internal COVID-19 response and mitigation. CFD1 Incident Management Team- Situation Unit Leader. Other EMS System activities I have been involved in include:

- Protocol Development Committee (PDC) COVID-19 Protocol Workgroup.
- PDC Alternative Destination and Non-Transport workgroup.
- Protocol 36 Workgroup.
- Clackamas County EMS Council EMS Ops Group.
- Attended Virtual EMS Council Meeting.
- Deployed COVID-19 EMS Scout Kits.
- Attended Virtual Oregon State Ambulance Association Meeting.
- Delivered Virtual "optional" EMS Training via Zoom.
- Hosted / Attended April PDC meeting (Virtually).
- Attended EMS Division Meetings (Virtually).
- Attended weekly Training Division Staff meeting (virtually).
- 20-01 Academy transitioned to the line. Updating FTEP policies and procedures along with new evaluation system. Working closely with Capt. Kinne and FF/P Fullerton.
- EKG Monitor Workgroup continues - Plan in place for Phase II.
- Medical Equipment standardization workgroup- System Enhancement request approved by EMS Council. Next phase of ordering and deployment starts.

Respectfully submitted,

EMS Training Officer Mike Verkest

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Health and Wellness Director Heather Goodrich

Re: Wellness Department Monthly Report – April 2020

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

- Matt Alvarez, our half-time Athletic Trainer, had his last day of working at Clackamas Fire on April 24th. He got a full-time job elsewhere. Matt was an excellent athletic trainer and made a big impact on the District. We won't look to fill his position while the Stay at Home order is still in effect. The goal is to make this position full-time in the near future.
- Wellness Staff spent 173.5 hours on COVID-19 related activities to include:
 - IMT activities and briefings. Wellness Director is Safety Officer for this incident.
 - Worked with our contracted Behavioral Health Specialist to host six Zoom meetings for all workgroups and family members.
 - Distributed COVID-19 health-related resources
 - Hosted weekly meetings with TVF&R Occupational Health Manager
 - Processed and followed up with exposure reports and high risk self-monitoring reports
- Wellness completed moving out of their old offices and continue the process of getting settled into the new Wellness Offices. Worked with IT and Facilities on multiple days for the move. Still working on a few IT issues, but hope to be completed by mid-June.
- Coordinated baseline NFPA 1582 physicals for career firefighters. Pre-physicals were done at Adventist instead of Wellness due to COVID-19. (8 people)
- Coordinated new hire drug screens for administrative staff. (1 person)
- Coordinated morning workouts for career firefighter recruits and the Single Role Paramedic to Firefighter 1 Academy.
- On-site injury consultations and on-site treatment by the Athletic Trainer. (Saw 18 people for 18 injuries- 30 total visits)
- Processed and provided follow-up for on-the-job injury reports and for Safety Committee. Six injury reports were submitted with two of the six injury reports turning into a workers' compensation claim. All on-the-job musculoskeletal injury reports were followed up with by the District Athletic Trainer.
- Processed and provided follow-up for the COVID-19 high, medium and low risk exposure reports. 131 reports were turned in for the month of April with seven being high-risk reports.
- Coordinated Tactical Athlete help for two firefighters. Year to date, Tactical Athlete has helped 19 firefighters, two staff and six family members coordinate expedited injury care for

off-duty injuries.

- Coordinated fit for duty physicals for injured career firefighters returning to duty. (1 person)
- Presented an annual Wellness update for the Clackamas Fire Board of Directors at the April Board Meeting.
- Provided requested health information and consultations to 12 firefighters and staff.
- Provided requested information about our program to TVF&R and Scappoose Fire via email and phone call.
- Hosted two Peer Support Team meetings via Zoom. (27 participants; 18 participants)
- Created and sent out monthly Wellness Update and Health Insurance Newsletter.
- Distributed EAP Employee Newsletter and EAP Supervisor Newsletter by email.
- Attended three presentations on potential new health insurance benefits.
- Staff attended the following meetings via Zoom:
 - Bi-Weekly: Wellness Staff Meetings
 - Weekly: Senior Staff and Training Division Staff
 - Other: Budget, Health Insurance Committee, Safety Committee, CFD Budget meetings and numerous COVID-19 meetings.

Respectfully submitted,

Health and Wellness Director Heather Goodrich



Clackamas Fire District #1

Wellness Update

April 2020

Issue 236

Health Question of the Month

Q: Can I get coronavirus from a package?

A: The CDC says there is likely “very low risk” of it spreading from products or packaging shipped over a period of days or weeks. Currently there is no evidence to support transmission of COVID-19 associated with imported goods. But it is always good practice to wash your hands after touching shipped objects and certainly before eating or touching your mouth or eyes.

Wellness News

- Annual Career Fitness Testing will be postponed until summer.
- Aches or pains? Athletic Trainer Matt Alvarez can be reached at:
 - ⇒ Desk: 503-742-2687
 - ⇒ Cell: 909-782-5524



These are challenging times for our mental and emotional well-being. The stress and uncertainty of the COVID-19 outbreak have been difficult enough, and now the social distancing requirements have led to profound changes in our daily routines. It's hard to find your equilibrium when everything feels upside down. During this time, we need to be very intentional about protecting our mental health. Here are five key practices to guard your heart and mind during this crisis.

1. Be Good to Your Body

Mental health starts with physical wellness.

- **Make sleep a sacred priority.** Give yourself the rest you need, and consistent sleep schedule as much as possible.
- **Move every day.** Go for a walk or run, pull up workout videos online, etc.
- **Feed your body and mind.** Choose healthy food options like vegetables and fruits, and avoid highly processed foods and refined sugar. Limit your alcohol consumption, and beware of too much caffeine, which can aggravate stress and anxiety.

2. Follow a Schedule

Few things are more challenging for your well-being than a lack of daily structure. Establishing a consistent routine is one of the best things you can do for yourself during this time. Incorporate as many of the following as you can:

- **Sunlight:** Spend time in the sunshine in the early part of the day, or at least sit by a window in the morning.
- **Meals:** Eat breakfast, lunch, and dinner at consistent times.
- **Bathing:** It can surprisingly easy to fall off the shower wagon when you don't have to leave the house.
- **Work:** Follow a predictable work schedule, even when working from home.

3. Be Kind to Your Mind

Your thoughts can be a powerful ally or a formidable foe. Train your mind in a helpful direction that support your well-being:

- **See the story.** Recognize that your mind is constantly making predictions, which are just *guesses* about the future.
- **Direct your attention.** We can decide where to focus our attention—dwelling on our struggles, or on opportunities.
- **Practice gratitude.** We can make a habit of noticing the things that are right in our lives, rather than dwelling on what's wrong. Finding ways to practice thanksgiving is one of the most reliable ways to guard your mental health.

4. Find Moments of Stillness

Stress and tension collect in the body and mind throughout the day—set aside time to release this nervous energy.

- **Release tension.** Notice where stress lodges in your body, and find ways to let go of the tension. For example, try this quick exercise: *Sit comfortably and take three slow, relaxing breaths. Shrug your shoulders up toward your ears, feeling the tension that creates, and then let your shoulders completely relax. Repeat the shrug/release cycle twice more. End with three more slow breaths, and notice how you feel.*
- **Breathe.** Close your eyes and take a slow breath in through the nose for a count of 4, feeling the belly rise. Exhale slowly out the mouth for a count of 8. Pause briefly before starting the next inhale. Repeat for 1-3 minutes.

[\(Article continued on Page 2...\)](#) 7

In this issue

5 Ways to Guard Your Mental Health [P.1](#)

Songs From Decades to Wash Hands To [P.2](#)

7-Minute Home Workout [P.3](#)

Exercise of the Month: Inchworm to Push-Up [P.3](#)

Recipe: Toasted Quinoa Energy Bites [P.4](#)

5 Ways to Guard Your Mental Health (cont.)

- **Unplug.** Being constantly connected to screens takes a toll on your nervous system, but it can be hard to avoid when so much of your work and home life exists online. Establish some tech-free zones.
- **Be in nature.** All kinds of good things can happen when you simply step outside. Your stress level tends to go down, your perspective widens, and your mood generally lifts. Look around, feel the air, breathe.

5. Share Love

Nothing is more important for your well-being than nurturing your relationships.

- **Be with people you enjoy.** “Being with” might be virtual for now, through texts, emails, and Skype or FaceTime.
- **Forgive.** Look for opportunities every day to let go of others’ shortcomings. There may be many such opportunities if you’re living in close quarters with others!
- **Serve.** Find a way to be of service every day. Liberate yourself from narrow self-focus by asking yourself what those around you need.

More than anything else, grant yourself some grace. This is a difficult and stressful time as you adapt to a completely new situation. There’s no need to aim for perfection in how you manage your mental health—you’re going to feel anxious and off balance at times as you find your equilibrium, and lose it, and then find it again. You’re doing the best you can, and that’s enough.

Source: www.webmd.com

Reliant Behavioral Health has provided a link to a webinar titled: *Emotional Health & Resilience: Strategies for Managing Stress, Anxiety and Fear with COVID 19.*

<https://www.youtube.com/watch?re-load=9&v=zGid1iAg8fw&feature=youtu.be>

How Long Should You Wash Your Hands? There’s a Tune From Every Decade to Help

Instructions from the CDC say you should be washing your hands for at least 20 seconds. To help you keep track of time, the agency suggests you hum “Happy Birthday” twice. But no one wants that stuck in their head if it’s not a birthday. So here is a list of songs with a tune from each decade that fit the 20 second criteria as you’re scrubbing off the germs.

The 50s: ‘Jailhouse Rock’ by Elvis Presley

*The warden threw a party in the county jail
The prison band was there and they began to wail
The band was jumpin’ and the joint began to swing
You should’ve heard them knocked-out jailbirds sing
Let’s rock everybody, let’s rock
Everybody in the whole cell block
Was dancing’ to the Jailhouse Rock*

The 60s: ‘My Girl’ by The Temptations

*I’ve got sunshine on a cloudy day
When it’s cold outside I’ve got the month of May
Well I guess you’d say
What can make me fill this way?
My girl (my girl, my girl)
Talkin’ ‘bout my girl (my girl)*

The 70s: ‘Dancing Queen’ by ABBA

*You are the dancing queen
Young and sweet
Only seventeen
Dancing queen
Feel the beat from the tambourine, oh yeah
You can dance
You can jive
Having the time of your life
Ooh, see that girl
Watch that scene
Digging the dancing queen*

The 80s: ‘I Love Rock n’ Roll’ by Joan Jett

*I love rock n’ roll
So put another dime in the jukebox, baby
I love rock n’ roll
So come an’ take your time an’ dance with me
Said can I take you home where we can be alone
Next we’re movin’ on
He was with me, yeah me
And we’ll be movin’ on
An’ singin’ that same old song
Yeah with me, singin’
I love rock n’ roll
So put another dime in the jukebox, baby
I love rock n’ roll
So come an’ take your time an’ dance with me*

The 90s: ‘Say My Name’ by Destiny’s Child

*Say my name, say my name
If no one is around you
Say baby I love you
Say my name, say my name
You actin’ kinda shady
Ain’t callin’ me baby
Why the sudden change
Say my name, say my name
If no one is around you
Say baby I love you
If you ain’t runnin’ game
Say my name, say my name
You actin’ kinda shady
Ain’t callin’ me baby
Why the sudden change*

The 2000s: ‘Ms. Jackson’ by OutKast

*I’m sorry, Ms. Jackson, ooh, I am for real
Never meant to make your daughter cry
I apologize a trillion times
I’m sorry, Ms. Jackson, ooh, I am for real
Never meant to make your daughter cry
I apologize a trillion times*

The 2010s: ‘Truth Hurts’ by Lizzo

*Why men great ‘til they gotta be great?
‘Til they gotta be great
Don’t text me, tell it straight to my face
Tell it straight to my face
Best friend sat me down in the salon chair
Down in the salon chair
Shampoo press, get you out of my hair
Fresh photos with the bomb lighting
With the bomb lighting
New man on the Minnesota Vikings
Minnesota Vikings
Truth hurts, needed something more exciting
Yee
Bom bom bi dom bi dum bum bay
Eh, yeah, yeah, yeah*

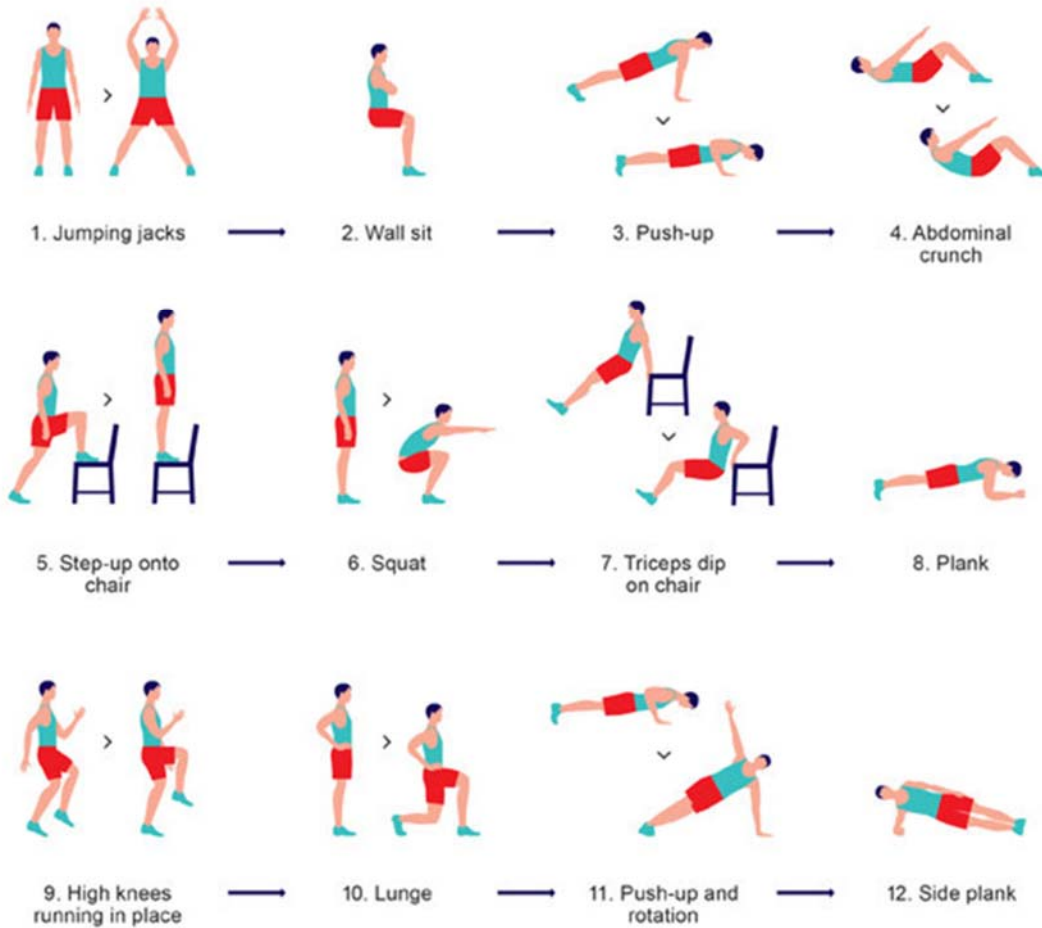
Source: www.cnn.com

How often do you need to wash? A lot. The CDC say to wash your hands:

- Before, during, after food prep
- Before eating
- Before and after tending to sick
- Before and after treating wound
- After going to bathroom
- After changing diaper, helping child toilet
- After blowing nose, coughing, sneezing
- After touching animals, pet food, pet waste
- After touching garbage
- After touching laundry

If you can’t wash, reach for some hand sanitizer. Lipid membrane viruses like coronaviruses are killed by alcohol-based hand sanitizer. Make sure it’s at least 60% alcohol.

7-Minute Home Workout



The exercises should be performed in rapid succession, allowing 30 seconds for each, while the intensity hovers at about an 8 on scale of 1 to 10. Those seven minutes should be, in a word, unpleasant.

Exercise of the Month

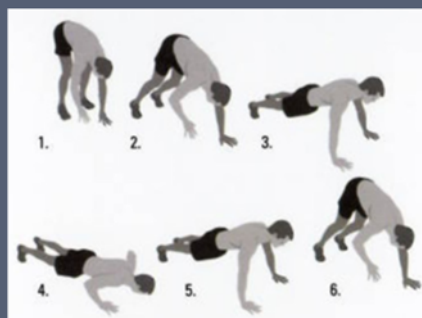
STATIONARY INCHWORM TO PUSH-UP

This is a great exercise to improve core and rotational stability while also targeting several other muscle groups.

How To Do It

- Starting in a pike position, slowly walk your hands forward until you are in a push-up position (be sure to minimize rocking back and forth as you do this).
- Perform a push-up.
- Slowly walk hands back to starting pike position (again, minimizing rocking in hips and upper body as you do this).
- Repeat 3 sets of 10.

****Tip:** The correct pike position should cause you to feel a slight stretch in your hamstrings.



What to Eat to Boost Your Immune System

Handwashing remains your best defense against picking up viruses, and sleep is a crucial component of a strong defense, too. But what you eat does play a role in boosting your immune system.

Eat fruits & vegetables every day. Produce contains key vitamins involved in the immune system. Vitamin C in foods like strawberries, bell peppers, broccoli, and citrus helps immune system cells function. Vitamin A helps keep tissues in the mouth, intestines, and respiratory tract healthy and is found in sweet potatoes, spinach, carrots and cantaloupe.

Get plenty of protein. Getting too little protein can weaken your immune system. Protein-rich foods supply the amino acids you need to build essential proteins in the body, including antibodies. Animal foods like beef and pork also contain zinc, a mineral your body uses to make t-cells (you can find zinc in cashews and chickpeas, too).

Include fermented foods. These are foods that are naturally preserved by bacteria, and they're good for the microbiome. Fermented foods like yogurt, kefir, sauerkraut, miso, and kimchi help beneficial bacteria flourish in the gut, leaving less room for harmful bugs.

Season your meals. Every plant food has its own unique compounds that offer potential health boosting benefits. Spices and seasonings like garlic, ginger, oregano, and cinnamon have all been researched for capabilities as anti-microbials, anti-inflammatories, and cell-protecting antioxidants. They're not magic cure-alls, and popping them in the form of pills isn't the same as eating the real deal. But adding flavor to foods with these ingredients means you're getting even more beneficial compounds in the meals you eat every day.

Source: www.webmd.com



CFD1 Wellness Program Contact Information:

16170 SE 130 Ave
Clackamas, OR 97015
Fax: 503-742-2886

Health & Wellness Director

Heather Goodrich
Office: 503-742-2686
Cell: 971-806-1835
heather.goodrich@clackamasfire.com

Wellness Specialist

Alicia McVicker
Office: 503-742-2690
Cell: 971-275-3981
alicia.mcvicker@clackamasfire.com

Medical Assistant

Koryn Galego
Office: 503-742-2689
Cell: 971-284-3343
koryn.galego@clackamasfire.com

Athletic Trainer

Matt Alvarez
Office: 503-742-2687
Cell: 971-266-7538
matthew.alvarez@clackamasfire.com

Recipe of the Month: Toasted Quinoa Energy Bites

INGREDIENTS

- 3/4 cup uncooked quinoa
- 2 cups instant or quick oats
- 2/3 cup sweetened flaked coconut
- 1/2 cup miniature semi-sweet chocolate morsels
- 3/4 cup creamy peanut butter
- 1/3 cup honey or agave nectar



DIRECTIONS

1. Heat 8" nonstick fry pan over medium-high heat 1-3 minutes. Toast quinoa 3-5 minutes or until it starts to brown and pop, stirring occasionally. Remove quinoa to mixing bowl to cool slightly.
2. Place oats in manual food processor, process until coarsely chopped.
3. Add oats and remaining ingredients to mixing bowl. Mix well.
4. Scoop out mixture and roll into balls. Place on cookie sheet lined with waxed paper.
5. Place pan in freezer for 8-10 minutes or in refrigerator for 30 minutes to firm up.
6. Store bites in air-tight container in the refrigerator for 4-5 days.

****Tips:**

- *Instant or quick oats work best in this recipe. If old-fashioned oats are used, bites will need longer to firm up in freezer.*
- *You can make these ahead and freeze! Leave them out at room temp for 1-2 hours to thaw.*

Nutrition Facts:

Servings: 24
Serving Size: 1 bite
Calories: 140
Total Fat : 7g (2.5g sat)
Carbohydrate: 18g
Fiber: 2g
Protein: 4g
Sodium: 45mg

Source: www.pamperedchef.com

DID YOU KNOW?

The jump rope is a great at-home fitness option. It is among the most overlooked yet most readily available and affordable pieces of fitness equipment. It provides superior cardiovascular conditioning, burns calories, enhances coordination and promotes bone density with low impact. Plus, it's a lot of fun to use!

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Mike Corless

Re: Operations Department Monthly Report – April 2020

The following summary of work includes those activities completed within the Operations Department.

- Meetings Attended:
 - Staff Meetings
 - Monthly OPS
 - Board Meeting
 - CCOM Fire Users
 - C800
 - Budget monitoring
 - Labor Management
 - Personnel issue
 - REGIS Steering Committee
- A large portion of my time has been dedicated to the OPS Section Chief responsibilities for the Fire District's COVID-19 IAP (Monday and Thursday planning days for new Operational period, Tuesday and Friday mornings presenting new OPS portion of the new IAP).
- Most regular monthly meetings were either canceled or held via Zoom.
- Met multiple times with members of Labor to discuss COVID-19 questions, policies, directives and advisories.
- Have been meeting weekly with TVFR OPS group to compare response to the COVID-19 Pandemic.
- Chiefs' promotional interviews for Captain, Lieutenant, Apparatus Operator.
- Interviews for OPS Assistant (two candidates) - 04/02
- Meeting with all Station Captains to discuss current year budget freeze and potential savings. Also, looked at next year budget cuts at the station level. - 04/03
- Hose and Nozzle Committee meeting. – 04/10
- Worked multiple days on budget prep.

Respectfully submitted,

Division Chief Mike Corless

North Battalion- A Shift

Battalion Chief Michael Carlsen

- **Significant Incidents**
 - Mutual Aid - Sandy working commercial/shop fire 2nd Alarm
 - Mutual Aid - Sandy Heavy Extrication MVA
 - Mutual Aid - Sandy Residential Fire 1st Alarm

- **Projects/Events/Meetings/Training**
 - Extensive time spent working on Technical Rescue program
 - Personnel issue management
 - Attended multiple Senior Staff Meetings via Zoom
 - Attended daily Operations Briefing via Zoom
 - Multiple station visits
 - Policy review and updates
 - Follow up work on Camera Policy

Battalion Chief Dan Mulick

- **Significant Incidents**
 - Residential fire in a double wide manufactured home on 80th place in Johnson City – 04/14
 - Exterior garage fire that was determined to be arson – 04/14
 - HazMat 303 invited to go with Gresham Fire's HazMat to a fire in a rail car, at milepost 84 in The Dalles. Fire Chief approved the response – 04/14

- **Projects/Events/Meetings/Training**
 - Probationary AO module testing at Station 1 and 2
 - Probationary Lieutenant training
 - Station visits

North Battalion-B Shift

Battalion Chief Kyle Olson

- **Significant Incidents**
 - On April 13, CCOM dispatched a commercial fire to Precision Castparts at Crosswhite on Johnson Creek Blvd. CCOM reported a fire with explosions at PCC. E301, HR305, E302, T304, BC302 all arrived approximately the same time. A size-up was reported, as smoke was showing inside a large industrial building, with PCC employees reporting a fire in the main electrical room. BC302 established Incident Command, and units were assigned to Fire Attack, Ventilation, and Search. Crews quickly located a fire contained to a high voltage electrical room in the center of the building. Crews were able to use multiple Dry Chemical Extinguishers to suppress the fire and confine it to the room. No fire extension into the building and all workers were safely accounted for. PGE arrived to assist with electrical disconnect and to safely isolate the power. Crews did an outstanding job with turnout times to quickly locate and confine this fire in a very dangerous building. Portland Fire units responded, arrived and they were recalled.
 - Commercial Fire units: E301, E302, PFB E11, PFB E25, T304, T316, HR305, R303, BC302, BC303

- Projects/Events/Meetings/Training
 - Video conferencing work from the BC group, to, efficiently communicate with Battalion stations.
 - Assisted Training with setting up IT systems.
 - COVID-19 project work continuously throughout April. Exposure reporting system was developed. It continues to improve and provide data for pandemic response planning.
 - Constant training with responding crews to minimize our exposure, while not delaying patient care and treatment.
 - Steady Peer Support from the BC ranks for crews having to deal with the stress and anxiety responding during this pandemic.
 - Apparatus Operator probationary final evaluations for AO Brandon Knight on E303. Strong results proving competent skill sets specific to relay pumping, house fire evolutions, and standpipe operation. Congratulations to Brandon Knight for successfully completing his AO probation.

North Battalion-C Shift

Battalion Chief David Palmer

- Significant Incidents
 - MR2 Jefferson St. boat ramp. Established a unified command for a person who submerged and did not resurface after their kayak overturned. Commenced search and subsequent dive operations with Water Rescue Consortium units. Turned over to CCSO after two hours of searching with negative results.
 - Two structure fire operations with BC303 – acted as safety on one, Division A on another.
- Projects/Events/Meetings/Training
 - Visited all crews.
 - Worked with PPE/Decon subcommittee for the COVID-19 issue.
 - Many Zoom and in person meetings regarding COVID-19 pandemic.
 - P-BC Mulick ride along.
 - Proctored two P-AO final evaluations.

East Battalion- A Shift

Battalion Chief Burke Slater

- Significant Incidents
 - BC out on medical leave for the month of April.
- Projects/Events/Meetings/Training
 - BC out on medical leave for the month of April.

East Battalion- B Shift

Battalion Chief Brent Olson

- Significant Incidents
 - RFIRE, Mutual Aid - Sandy Fire, Bornstedt Rd. – 04/03
 - CFIRE, Slash Fire, Farmstead Rd., Estacada – 04/03
 - RFIRE, Upper Highland Rd., Clarkes – 04/15

- Projects/Events/Meetings/Training
 - Continued COVID- 19 Incident Support – 04/1-04/30
 - New BC ride along / indoctrination – 04/06
 - Work on updating USFS Cooperators Agreement w/ Mt. Hood NF – 04/06
 - Continued work on administering AFG wildland training grant
 - Continued Intterra Training, Station 18 personnel – 04/09
 - Zoom meeting with Mt. Hood NF Fire Mgmt. Officer – 04/09
 - Capt. Welk introduction to Intterra Preplanning – 04/27
 - Citizen contact regarding plane crash site on Eagles Nest airstrip, Eagle Creek – 04/27
 - Scheduled AFG wildland training classes for ENGB – 04/30
 - BC Intterra training – 04/30
 - Landowner walkthrough for wildland Rx Fire training, Redland – 04/30

East Battalion- C Shift

Battalion Chief Tony Cordie

- Significant Incidents
 - Brush fire, Hwy 212, Damascus – 04/13
 - Residential fire, Andy St., Boring – 04/13
 - Residential fire, West Park Ct., Damascus – 04/25
 - Commercial fire, 190th Ct., Pleasant Valley – 04/26
- Projects/Events/Meetings/Training
 - Conducted operational briefings with crews via zoom.
 - Attended senior staff meetings via zoom.
 - Attended daily Ops meetings via zoom.
 - Conducted and attended battalion drills.
 - Met with all personnel in east battalion on a shift-by-shift basis, on C shift in person and via zoom.
 - District familiarization in the east battalion.
 - Met with east battalion crews, to go over operational priorities and information for the month including building construction.
 - BC ride along with Captain Willard.
 - BC ride along with BC Mulick.
 - COVID-19 chiefs' briefings via zoom.
 - COVID-19 updates with east battalion crews via zoom.

South Battalion- A Shift

Battalion Chief Brian Burke

- BC Brian Burke retired. Congratulations!

South Battalion- B Shift

Battalion Chief Jonathan Scheirman

- Significant Incidents
 - Residential Fire, Christine Ct., Redland – 04/06
 - Commercial Fire, Johnson Creek Blvd., Milwaukie - 04/13
 - Residential Fire, Upper Highland Rd, Clarkes – 04/15
 - Brush Fire, Log Lebarre Rd, Estacada – 04/17

- Projects/Events/Meetings/Training
 - A majority of the my time this month was spent on tasks involving COVID-19, our response to, meetings about, and interactions with crews.
 - Project work for the Accreditation, Risk Assessment, and upcoming Wildland Season.

South Battalion- C Shift

Battalion Chief Jason Ellison

- Significant Incidents
 - House Fire in Gladstone. 391, 315, 303, 309, T304, HR305, BC 302 and BC303. The fire was contained to the attic.
 - House Fire in Johnson City. I assisted command and transported an injured firefighter to the hospital.
 - House fire on Roots Rd. I assisted command and provided coverage
 - Second alarm, two-acre brush fire in Damascus. Several structures were threatened and two acres of black berries and grass burnt.
 - Rollover/entrapment MVA on I205 N. E391, E315, T316, HR305, C391 and BC303 had a European style truck on its side. The driver was pinned in the truck. It took crew 20 min to get him out. Life flight denied flying due to weather.
 - Water Rescue on the Clackamas River. BC303, 302, E391, E309, WR 59, 212, 319, CCSO, Air 2 (PDX plane) and DR214 all responded to a male floating down the river at night. Three separate calls to dispatch stated that the male was in the river. We search for 1.5 hours and found nothing. The water was swift and at 13.5 at the time.
 - Second alarm fire in Damascus. I was assigned Charlie Division. I had all the ladder and heavy rescue companies doing search.
 - Duplex fire. E315, 309, 317, 58, T316, Med 303, BC 302 and 303. BC 303 was on scene first of a small working fire on floor two. A resident was still inside the building when I arrived. We were in rescue mode and removed the male from the building. Both he and his wife were transported by AMR. The fire was contained to one bedroom.
- Projects/Events/Meetings/Training
 - Station visits and went over operations notes.
 - Technical rescue program management.
 - Labor Management meeting.
 - Callboard committee management.
 - COVID-19 meetings.
 - New BC ride time.
 - Taught at Single Role Firefighter Academy.

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Battalion Chief Nick Browne

Re: Training Department Monthly Report – May 2020

Below are a few of the highlights that your Training Department has been involved in over the past month. We have accomplished a lot the first four months of this year. As the Training Chief, I could not be prouder of the members of the Training Department. Their selfless mentalities and work ethic are exemplary. I feel fortunate to be part of such an amazing team.

Projects/Events/Meetings/Training – BC Browne

- Coverage Officer
- Monthly Training “Bulk Load- Simple and Complex Stretch” Webinar
- Single Role to Firefighter 1 Academy
- Attended Ops Meeting
- Collaborated with DATA to come up with Target Solutions Flow Chart to build efficiencies
- Met with Sandy Fire’s Training Chief
- Ongoing Management of Training Center Remodel Project with Captain Kinne. Training Center Building Complete
- Attended Senior Staff Meetings
- Budget
- Wildland S133 delivery via Target Solutions
- Training Staffing Analysis Development and Presentation with Captain Kinne
- Peer Support
- COVID-19 Tactics and Planning Meetings
- COVID-19 Operations Branch Director with Chief Santos
- Daily Battalion Chief Briefings Updates
- Base Camp & Office 365 Demos
- Preparation for Tiller/Aerial Operator Class to be held in May
- Graduated Academy 20-01

Projects/Events/Meetings/Training – ATO Capt. Kinne

- Joint Apprenticeship Taskforce conference call
- Daily Zoom staff meeting
- Recruit academy 20-02 schedule
- NWFSDC Zoom meeting
- Budget 20/21 development and presentation with BC Browne
- Evaluate 19/20 budget for refunds to support ending fund balance

- Coordinate Training Center staff locker-room build out
- FTEP and PFF evaluation redesign with Cpt. Verkest
- Evaluate Station 14 and Station 10 for training site use, coordinate cleanup of both
- Establish scope of work for South Warehouse remodel
- Coordinate setup of recruit academy to South Warehouse
- Investigate application of landscape rules at the TC with City of Happy Valley
- Assist with TargetSolutions site clean up
- Test and review Office365 for IT
- Training prop repairs and redesign

Projects/Events/Meetings/Training – ATO Lt. Sakaquchi

- Assisted with recruit final practical
- Assisted with graduation prep and graduation
- Reviewed FFI credential – identified additional requirements
- Reviewed P-AO credential – fixed broken links and updated documents
- Worked on TargetSolutions collaboration with Data Services
- Provided feedback on the staff development project
- Worked on LT. Task Book
- TargetSolutions training and clean-up
- SRP to FFI Academy

Projects/Events/Meetings/Training – ATO Lt. Walker

- A volunteer drill credential was created for the month of May due to COVID-19
- Continued work on Firefighter Recruit Academy 20-02. Academy is put together and at this point, we are finalizing classes near the end of the academy.
- Graduated the Firefighter Academy Class of 20-01. We had a very nice Zoom graduation with family and staff.
- Worked with Volunteer Services to get an entry test to those who have interest in becoming a volunteer.
- Worked with Volunteer Senior firefighters to solidify their role.

Projects/Events/Meetings/Training – FF Fullerton, Light Duty Training Assistant

- Academy 20-01
 - Final testing in Exam View
 - Set up Probation Assignments and testing in TargetSolutions
 - Began building Probationary Testing materials
- Academy 20-02
 - Build central location for academy Curriculum Access
 - Assist with calendar build out and instructor line up
 - Build out Assignments in TargetSolutions
- Misc.
 - Single Role Paramedic to Firefighter I syllabus buildout
 - Interdivision Project Collaboration Improvement – Basecamp
 - FTEP Evaluation Process Rebuild for Fire Skills
 - Truck Co. Manual editing

Respectfully submitted,

Battalion Chief Nick Browne

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors
 From: Volunteer Services Chief Steve Deters
 Re: Volunteer Services Division Monthly Report – April 2020

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

Fire Training:

Drills in the month of April moved to online learning or in-station platform:

- Week 1- 4/6 & 4/7
 - Company Level Search Webinar
 - Company Training Search
 - Search Review
- Week 2 -4/13 & 4/14
 - Alternative Water Supply
 - Rural Water Supply Operations
 - Water Tender Assistance
- Week 4 - 4/27 & 4/28
 - Drill in your Area
 - Sister Station Check-in
 - Structural Fire in a Brush Unit

EMS Training:

- Week 3 - 4/20-4/21
 - Cardiac Arrest Protocol Review
 - EMS Quickie – Coronavirus
 - EMS Training – Skills – Cardiac Arrest Management

In April, the Volunteer group participated in the following Events/Meetings:

- All meetings were held virtually and all PR events were cancelled.

Explorers:

- All drills for the month April were cancelled.

Public Relations:

- All drills for the month April were cancelled.

Station Coverage:

The following is a breakdown per station that had a Duty Shift for April:

- Stn.12 – 20/30 (1 - 24 hour shift)
- Stn.13 – 25/30
- Stn.18 – 30/30 (9 - 24 hour shift)
- Rehab/Water Tender Group - 21/30

Personnel Changes:

- FF/EMT- B - Kenny Leake Hired - CFD#1
- FF/EMT- B - Austin Burke Hired - CFD#1
- FF/EMT - P - Andrew Ikemoto Hired – Portland Fire
- FF/EMT– P - Cody Walker Resigned

Volunteer Association:

- Virtual Volunteer Association Board Meeting
- Attended the morning COVID-19 update
- Held a Board only Zoom meeting for the Association
- Attended a Zoom Directors' meeting

Respectfully submitted,

Volunteer Services Battalion Chief Steve Deters

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Facility Director Scott Vallance

Re: Facility Maintenance Department Monthly Report – April 2020

- Custodian Moore continued his deep cleaning activities to include all staff office areas, and the George Rd. Station (Station 333). He will be moving into the TC before the next Academy.
- Station 4 – Replaced two HVAC units that had become financial burdens as they reached the end of useful life. Jacobs H&C was the contractor.
- Station 7 – Facilities Maintenance Tech Thompson began work on the long-awaited patio cover in the back of Station 7. This project will provide much needed shading on the west side of the building, increasing station comfort and reducing energy costs. The design integrates into the existing roofline, and closely matches the cover on the front of the building.
- Wellness – Continued to assist with moving furniture in and around the various workspaces and helping to fine-tune the space.
- Hydrant maintenance – Investigating the possibility of moving to a tracking app currently in use by Clackamas River Water. We beta tested it last year and it was very comprehensive and efficient
- Various locations – Facilities Maintenance Tech Dinsmore continued installing digital openers in all first out bays in all stations. This will allow any first out piece of apparatus to open the first out door in any other Clackamas Fire station.
 - Prepped for the new SCBA compressor installations
 - Field mowing is in full swing
- Participated in Zoom meetings for
 - Peer Support
 - Operational briefing
 - E-Team
 - COVID-19

Respectfully submitted,
Facilities Director Scott Vallance

CORRESPONDENCE

- C-1 Thank you Re: A job well done on a fire call.
Personnel on call: E301: Lt. Kevin Gilfillan, A/O Tyler Bieker, FF Vitaliy Radu, and FF Bryce Maclennan; **E308:** Lt. John Wood, A/O Ryn Patterson, and FF Matthew Harlan; **HR305:** Lt. Andrew Brian, A/O Ryan McDonald, FF Robert Lowther and FF Bryce Weigel; **Medic 303:** FF Bruce Neelands and FF Keegan Cross; **T304:** Lt. Trevor Cooper, A/O Matthew Rouse, FF Dennis Hofmann, and FF James Yochum. Fire Inspector Ryan Kragero, Fire Inspector Izak Hamilton, BC Ellison, BC Mulick, BC Burke.
- C-2 Thank you Re: The bravery, courage and dedication of the crews who helped on a fire call.
Personnel on call: E301: Lt. Kevin Gilfillan, A/O Tyler Bieker, FF Vitaliy Radu, and FF Bryce Maclennan; **E308:** Lt. John Wood, A/O Ryn Patterson, and FF Matthew Harlan; **HR305:** Lt. Andrew Brian, A/O Ryan McDonald, FF Robert Lowther and FF Bryce Weigel; **Medic 303:** FF Bruce Neelands and FF Keegan Cross; **T304:** Lt. Trevor Cooper, A/O Matthew Rouse, FF Dennis Hofmann, and FF James Yochum. Fire Inspector Ryan Kragero, Fire Inspector Izak Hamilton, BC Ellison, BC Mulick, BC Burke.
- C-3 Thank you Re: CFD #1's service to the community.
- C-4 Thank you Re: CFD #1's service.
- C-5 Thank you Re: The kindness and assistance provided by crews on a call.
Personnel on call: FF Bruce Neelands and FF Bryce Weigel
- C-6 Thank you Re: Rescue efforts at Milwaukie Bay Park.

Do wish you to share a compliment or concern?

Compliment

We're happy to receive your compliment! Tell us about it

We were awakened at 12:30-1:00 AM on 4/15. Someone had set our garage on fire and the neighbors were banging on the door to get us out of the house. I tried to round up my 2 cats to no avail and accidentally shut one of them in the laundry room where the smoke was so overwhelming upstairs I dared not go in. By the time I got out of the house the firemen were arriving OMG they were amazing! I thought at first it was faulty wiring but there was no wiring on the outside wall. My only concern at the time was my cat 2 of the firemen that had to cut holes in the roof had spotted the cat but she would not come to them (she has stranger danger issues and they had fire hoses two of her least favorite things) but they reported she was running okay. All in all they did a phenomenal job! And if there is ever anything I can do for the Clackamas County Fire department please let me know, thank you doesn't feel like enough. I felt terrible the next day because our upstairs is a catch all area kind of out of sight out of mind I felt like a hoarder and so relieved the firemen did not get hurt. Thank you and God Bless you all! The cat was taken to the vet on Thursday is was fine :)

Personnel on call: **E301:** Lt. Kevin Gilfillan, A/O Tyler Bieker, FF Vitaliy Radu, and FF Bryce Maclennan; **E308:** Lt. John Wood, A/O Ryn Patterson, and FF Matthew Harlan; **HR305:** Lt. Andrew Brian, A/O Ryan McDonald, FF Robert Lowther and FF Bryce Weigel; **Medic 303:** FF Bruce Neelands and FF Keegan Cross; **T304:** Lt. Trevor Cooper, A/O Matthew Rouse, FF Dennis Hofmann, and FF James Yochum. Fire Inspector Ryan Kragero, Fire Inspector Izak Hamilton, BC Ellison, BC Mulick, BC Burke.

Do wish you to share a compliment or concern?

Compliment

We're happy to receive your compliment! Tell us about it

My mom's house (the house I lived in during my high school years) caught fire last Wednesday between 12:30 - 1:00 a.m. As if there's not enough going on in the world right now, to know that your mom's house could have burned down and that she could have died, and that her partner and her two cats could have died (the cats being critters whom she loves probably more than all other critters in this world combined), or they all could have survived but lost their home and all their belongings, it's unnerving and scary and humbling, honestly. As fire fighters, you're the bravest of the first responders in my book. No guns like police carry. No high likelihood that the traumatic event has already occurred like with an EMT. When you arrive, the trauma is unfolding and you step in with masks and thick clothing, and you risk your lives to help stop it with nothing more than water and foam. You did that for my mom, and I thank each and every one of you for letting me wake up every morning knowing that my mom is still alive and well. The irony of the moment we're living in and what just unfolded for my mom has lingered with me: I remember when I first learned as an adult that fire trucks arriving at a house during a fire used to depend on whether those in the house could afford fire insurance. It eventually came to be understood that if the house of someone who couldn't afford the insurance caught on fire, those flames could create a catastrophe for nearby homes that could afford the insurance. So if one house was less safe then all houses were more vulnerable to a fire. I currently have friends who were just laid off meaning they've lost their health insurance coverage. Without access to affordable health care, they are less safe, and that makes all of us more vulnerable to illnesses, which spread even easier than most fires. Your dedication to not only my mom's house, but to all the houses in the community along the Milwaukie/Clackamas border that raised me, is an important reminder to me that when we provide the basics of health and safety to everyone then all of us are safer for it. Thank you for your courage as you step into traumatic events like what unfolded at my mom's house, and thank you for being examples of the best of what this country offers all of us.

Personnel on call: E301: Lt. Kevin Gilfillan, A/O Tyler Bieker, FF Vitaliy Radu, and FF Bryce MacLennan; **E308:** Lt. John Wood, A/O Ryn Patterson, and FF Matthew Harlan; **HR305:** Lt. Andrew Brian, A/O Ryan McDonald, FF Robert Lowther and FF Bryce Weigel; **Medic 303:** FF Bruce Neelands and FF Keegan Cross; **T304:** Lt. Trevor Cooper, A/O Matthew Rouse, FF Dennis Hofmann, and FF James Yochum. Fire Inspector Ryan Kragero, Fire Inspector Izak Hamilton, BC Ellison, BC Mulick, BC Burke.

Dear CCFD #1:

There are no words adequate or equal to your service to our community - especially in these challenging times.

As TIP volunteers, your presence on these calls, as you open the portal for us to be there, is always helpful. Being in the community in this crisis takes

2) exceptional courage and a call to service.

My greatest gratitude for your humanity, expertise, and sacrifice is extended.

I hope to work with each of you one day to say thanks.

Sonja Grove

T.I.P. Volunteer.

Baked Goods professionally
made by: Sweets Mama
Bakery

C-4

Clackamas Co Fire -

Thank you for your
service protecting us
on the front lines.

Please accept this
little token of apprecia-
tion.

-Jaimie
Larrison
Country Financial
♡

April 20, 2020

RECEIVED

APR 27 2020

Clackamas Fire District One
11300 SE Fuller Road
Milwaukie, Oregon 97222

I would like to express my deep appreciation and thanks for the thoughtful and sensitive assistance provided to me on April 6, 2020, about one thirty am or perhaps somewhat thereafter.

At that time I telephoned 911 for help to get up off the floor after falling and apparently hitting my head while trying to carry my little dog who had just died and who I had just I put back into her bed.

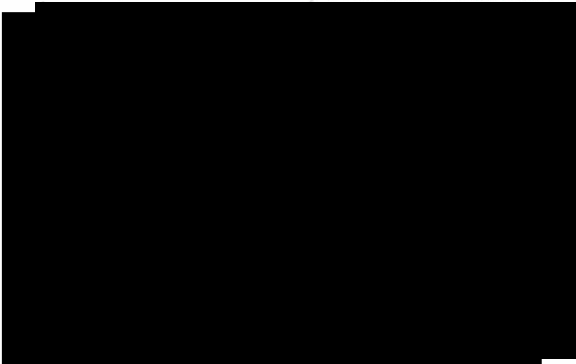
Members of the Clackamas Fire Department from Oak Grove responded, and they could not have been nicer or kinder. To open my back door, the firemen followed the instructions on how to get the key from the garage (a bit complicated and one of the men remembered exactly how to do it from a visit some months earlier). Once inside, they quickly assessed my situation and helped me back onto my feet.

What surprised me so much was their kind concern for how they could help me further. The men realized I was deeply upset about my little companion's death and showed their concern in asking what further they could do to assist me. i asked if they might help me put the little dog and her bed into the back seat of my vehicle so I could take her to the vet the following morning. I knew I could not carry her across the deck and put her in the car while walking with a cane, so I was especially grateful for this act of kindness.

And they helped me to tidy a bit from the dog's death. They must have thought I was somewhat odd, but I truly was beside myself with grief.

I have nothing but praise for the men and how nicely they handled the situation. I feel most fortunate to live within the boundaries of the Clackamas Fire District One.

Thank you to each member of the team who took care of me on April 6, 2020, and for the entire Clackamas Fire District administration which makes their services possible.



*Note: sections redacted for privacy.

Personnel on call: FF Bruce Neelands and FF Bryce Weigel

Clackamas Fire

Thank you for your
tireless rescue efforts
this week at the Milwaukie
Bay Road



Charles Bied Acting Chief
Island Station Neighborhood

INFORMATIONAL ITEMS

- I-1 Fire Districts Ask Residents to Stop Outdoor Burning – News Release covered on various media outlets
- I-2 Firefighter Story Time – Estacada News, Estacada School District Facebook, and Oregon City Library Facebook
- 1-3 Thank you from Clackamas Fire – Clackamas Review and Oregon City News



News Release

Date: April 8, 2020
 Release: Immediate
 Contact: Captain Brandon Paxton, CFD#1, 503-294-3555
 Chief Cassandra Ulven, TVF&R, 503-259-1513

Fire Districts Ask Residents to Stop Outdoor Burning

Clackamas Fire District #1 and Tualatin Valley Fire & Rescue are asking the public to voluntarily stop outdoor burning to help protect vulnerable populations during the COVID-19 pandemic. In support of the statewide initiative by the Department of Environmental Quality, Oregon State Fire Marshal and Oregon Department of Forestry, this effort aims to reduce the negative impact of additional smoke in our region.

Be a good neighbor and support emergency responders by considering the following:

- Smoke inhalation can cause upper respiratory symptoms, which could be incorrectly attributed to COVID-19, leading to unnecessary testing.
- Many people with COVID-19 are recovering at home where smoke from a nearby outdoor burn could worsen their condition.
- Exposure to smoke and other forms of air pollution can increase the risk of contracting infectious respiratory disease such as COVID-19 or increase the severity of existing respiratory conditions.
- There is a shortage of personal protective equipment for the public to use to limit smoke exposure.
- Responding to out-of-control burns and smoke complaints distracts from responders' ability to provide emergency medical care during the pandemic.

During the COVID-19 pandemic consider the following recommendations from the Oregon State Fire Marshal as an alternative to burning your on-site debris:

- Recycle paper products when possible.
- Compost or chip yard debris on site.
- Haul to a yard debris composting or recycling site.
- Reuse old lumber.

###

****Note:** This News Release was covered by the following media outlets: KGW, KEX-AM (1190 KEX), KOIN 6, KPTV Fox 12, and KXL-FM.

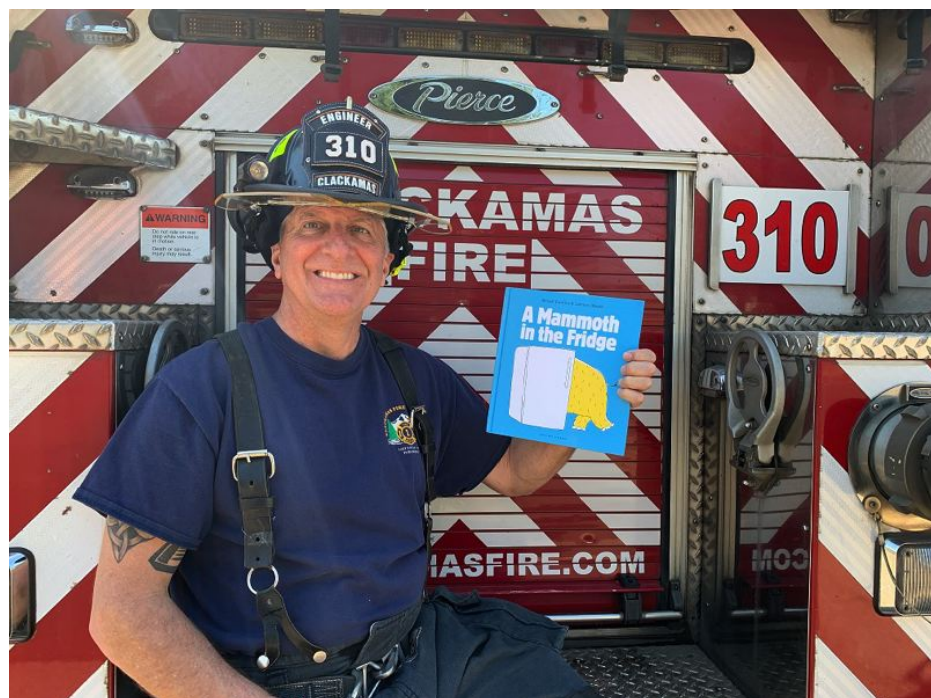
Estacada News

Connect with online activities created by the Estacada community

Local groups and individuals facilitate virtual concerts, storytimes, classes and other events

By: Emily Lindstrand
Published: April 20, 2020

While community members are encouraged to stay home because of the COVID-19 pandemic, many groups in Estacada have created online resources to keep their fellow residents engaged during this time. From online concerts and dance classes to a virtual tour of a fire engine, there is no shortage of locally-based activities.



Virtual Paint Party

Wade Creek Vintage Marketplace and Paint with April are hosting a virtual paint party, during which participants will create a bee wall hanger. The [event](#) is scheduled for 6:30-8:30 p.m. Friday, April 24.

Online Concerts

Estacada-based musician Jessie Leigh is streaming several times a week on her [Facebook page](#). From 7-7:30 p.m. Tuesdays, she hosts a storytime and song event for children. She is also going live on Facebook for additional concerts at various times on Friday evenings.

Dance Classes

Crescendo Dance Studio has been posting free dance videos on [YouTube](#). The videos are themed around popular movies like "Frozen" and "Trolls."

Virtual Firefighter Storytime

Members of the Clackamas Fire team connected community members with a virtual tour of a fire engine and read them a story. They plan to do this weekly, and the first video is available [here](#).

Estacada School District Videos

River Mill Elementary School staff [covered](#) "We're All in This Together," one of the tunes from Disney's "High School Musical," and Estacada Middle School staff [sang along to](#) "The Brady Bunch" theme song.

Sign up for a Library Card

Those who do not already have a card for LINCC, or Libraries in Clackamas County, can sign up for a free e-card on lincc.org. Community members can use their library cards to access LINCC's collection of e-books and audiobooks. Items can be downloaded to computers, smartphones and e-readers.

Library Resources

Estacada library staff compiled a [list](#) of online courses, live concerts, book clubs and more.

Junior Ranger Program

For those who wish to participate in the Junior Ranger program, Oregon State Parks has posted activities [online](#). Recent tasks include learning a new fact about Oregon and a nature bingo game.

Children's Storytime Collective

Estacada parent Naphtali Renshaw is one of the coordinators of this [Facebook group](#), which connects children with video storytime events.

Source: <https://pamplinmedia.com/en/32-features/463473-375965-connect-with-online-activities-created-by-the-estacada-community-pwoff>

Like Follow Share ...



Estacada School District

April 16 at 11:15 AM · 🌐

Storytime with Estacada Rural Fire District No. 69 is a great addition to Virtual School Days for our younger students! Our community is supported by some great local partners during this challenging time. #bettertogether #bestacada



2,904 Views

Estacada Rural Fire District No. 69

April 14 at 1:29 PM · 🌐

As kids are home during this pandemic & beginning their distance learning, we'd like to invite kids of all ages to join us for Firefighter Story Time & a virtua...

[See More](#)

Source: https://www.facebook.com/pg/EstacadaSchools/posts/?ref=page_internal



Oregon City Public Library

April 20 at 1:31 PM · 🌐

Storytime from Clackamas Fire! Perfect for National Library Week! 📖



3,563 Views

Clackamas Fire

April 20 at 11:47 AM · 🌐

For easier viewing, here is the video from Redland Fire Station 11's Firefighter Story Time.

👍❤️ 11

3 Shares

Source: <https://www.facebook.com/oregoncitylibrary/posts/>

Clackamas Fire ^{I-3} District #1

Thank You



Thank you to our communities for your support in donating your extra PPE to our first responders!



CLACKAMAS FIRE DISTRICT #1



Commission on
Fire Accreditation
International

visit our website
www.clackamasfire.com

For more information on Fire Marshal's Office, please call 503-742-2660