Clackamas Fire District #1

Board Meeting Briefing Packet

April 19, 2021

CLACKAMAS FIRE DISTRICT #1

To safely protect and preserve life and property

Board of Directors' Meeting
Monday, April 19, 2021
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.

p. 2 **II. CHANGES TO AGENDA**

p. 6 **III. APPROVAL OF MINTUES OF THE REGULAR BOARD MEETING ON MARCH 15, 2021.**

IV. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*

p. 17 **V. BUDGET COMMITTEE MEMBER INTERVIEWS** – President Cross

VI. PRESENTATION – CITIZEN LIFE SAVING AWARD – Battalion Chief Brandon Paxton and Chief Fred Charlton

VII. PRESENTATION – ANNUAL WELLNESS UPDATE – Health and Wellness Director Heather Goodrich

p. 18 **VIII. PRESENTATION – WILDFIRE AFTER ACTION REVIEW –** Emergency Manager Gregg Ramirez

IX. BUSINESS – Action required

PRESENTATION – Intergovernmental Agreement (IGA) Sandy Fire – Division Chief Nick Browne

p. 21 **B-1 Request Board Approval of Intergovernmental Agreement (IGA) with Sandy Fire District No. 72** – Division Chief Nick Browne

p. 33 **B-2 Request Board Approval of Proclamation 21-01 for EMS Week May 16-22, 2021 with the theme, "THIS IS EMS: Caring for Our Communities."** – Division Chief Josh Gehrke

p. 34 **B-3** **Request Board Appointment of Budget Committee Members** –Finance Director Christina Day

p. 35 **B-4** **Request Board Approval of Intergovernmental Agreement (IGA) with Gladstone Fire –** Division Chief Brian Stewart and Fire Marshal Shawn Olson

p. 44 **B-5** **Request Board Approval of Third Addendum to Intergovernmental Agreement (IGA) with Estacada Fire District No. 69–** Chief Fred Charlton and Battalion Chief Steve Deters

p. 48 **B-6** **Request Board Approval of Temporary and Permanent Easement with Clackamas County –** Division Chief Michael Carlsen

X. OTHER BUSINESS – No action required

OB-1 Legislative Update – Lobbyist Genoa Ingram

OB-2 Board Committee/Liaison Reports
Executive Committee **–** President Cross/ Director Joseph
Foundation Liaison – Director Trotter
Interagency Committee – Director Joseph / Director Syring
Joint Oversight Committee – Director Syring/Director Trotter

OB-3 Board Informational Updates/Comments
COVID-19 Update – Chief Fred Charlton
Chief Financial Officer Recruitment Process – Division Chief Nick Browne

XI. INFORMATIONAL ONLY

A. Division / Department Reports

R-1a Fire Chief's Office – Chief Fred Charlton - Verbal

p. 53 R-1a.1 Public Affairs- Battalion Chief Brandon Paxton (Board packet)

p. 54 Emergency Management - Emergency Manager Gregg Ramirez (Board packet)

p. 55 Public Education – Captain Kari Shanklin (Board packet)

p. 56 R-1b Business Services Division – Deputy Chief Doug Whiteley (Board packet)

p. 57 Human Resources - Director Trish Noble (Board packet)

p. 59 R-1b.1 Financial Services – Accounting Manager Anh Le (Board packet)

p. 86 R-1b.2 Support Services – Division Chief Michael Carlsen (Board packet)

p. 87 Fleet Services - Director Bill Bischoff (Board packet)
p. 89 Facility Maintenance - Director Scott Vallance (Board packet)
p. 91 Logistics Services – Director DeAnn Cordes (Board packet)

p. 92 R-1b.3 Community Services – Division Chief Brian Stewart (Board packet)
p. 93 Data Services - Director Shelby Hopkins (Board packet)
p. 101 Fire Marshal's Office - Battalion Chief Shawn Olson (Board packet)
p. 104 Information Technology - Director Oscar Hicks (Board packet)

R-1c Emergency Services Division
p. 105 R-1c.1 Medical Services/Training - Division Chief Josh Gehrke (Board packet)
p. 107 Medical Services - Battalion Chief Josh Santos (Board packet)
p. 110 Health and Wellness - Director Heather Goodrich (Board packet)
p. 116 Training Department - Battalion Chief Melanie Kinne (Board packet)

p. 119 R-1c.2 Operations – Division Chief Nick Browne (Board packet)

p. 125 R-1c.3 Professional Firefighters of Clackamas County Local 1159 – Shop Steward Andrew Gordian

p. 127 R-1c.4 Volunteer Services – Battalion Chief Steve Deters (Board packet)

R-1c.5 Volunteer Association Report – President Kirk Hambley - Verbal

p. 129 **B. Correspondence**

p. 132 **C. Informational Items**

D. Next Meeting
The next Board of Directors' meeting will be on Monday, May 17, 2021 at 6:00 pm by remote conferencing.

XII. REGULAR BOARD MEETING RECESSED

XIII. EXECUTIVE SESSION CALLED UNDER ORS 192.660(2)(a) TO DISCUSS EMPLOYMENT OF A NEW FIRE CHIEF

XIV. REGULAR BOARD MEETING RECONVENED

XV. ADJOURNMENT

UPCOMING EVENTS:

May 13 – First Budget Committee Meeting – 6:00 pm by remote video conferencing

May 17 – Regular Board Meeting – 6:00 pm by remote video conferencing

May 27 – Second Budget Committee Meeting – 6:00 pm by remote video conferencing

Clackamas Fire District #1

REGULAR BOARD OF DIRECTORS' MEETING **(This meeting was recorded.)**
March 15, 2021

I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting has been recorded.

President Cross called the meeting to order at 6:00 pm. He noted the meeting was being held via teleconference. The video of this meeting will be placed on the Clackamas Fire website.

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 Josh Gehrke; Division Chief Nick Browne; Division Chief Brian Stewart; Division Chief Michael Carlsen; Battalion Chief Steve Deters; Battalion Chief Brent Olson; Battalion Chief Joshua Santos; Battalion Chief Ted Willard; Fire Marshal Shawn Olson; Public Information Officer Brandon Paxton; Lieutenant Mark Gayman; Captain/Local 1159 Secretary Nate Hon; Apparatus Operator/Local 1159 Steward Andrew Gordian; Emergency Manager Gregg Ramirez; Finance Director Christina Day; Accounting Manager Anh Le; Data Systems Director Shelby Hopkins; Health & Wellness Director Heather Goodrich; Human Resources Director Trish Noble; Logistics Director DeAnn Cordes; Fleet Director Bill Bischoff; IT Director Oscar Hicks; Facilities Director Scott Vallance; Volunteers Tom Benschoter and Jerry Kearney; Volunteer Association President Kirk Hambley; CFD Stations 1, 4; BC 302; Sandy Fire District Division Chief Jason McKinnon; Fire District Medical Director Dr. Ritu Sahni; Administrative Assistant Jessamyn Ode; Christy Monson with the Local Government Law Group; Genoa Ingram from Court Street Consulting; Ron Downs with SDAO; Citizens Richard Nepon and Thelma Haggenmiller; and Executive Assistant Rachel Trotman.

Other community members were in attendance. The full video conferencing roster can be provided upon request.

II. CHANGES TO AGENDA

There were no changes to the agenda.

III. APPROVAL OF THE REGULAR BOARD MEETING MINUTES ON FEBRUARY 22, 2021.

There were no changes to the minutes.

<u>The minutes were approved unanimously as written.</u>

IV. PUBLIC COMMENTS

None.

V. PRESENTATION – ANNUAL MEDICAL DIRECTOR'S REPORT – District Physician Supervisor Dr. Ritu Sahni

Dr. Sahni explained that he would give an update on what's going on in the county as a whole and his vision for county medical direction. Clackamas Fire District #1 (CFD) has a contract with Clackamas County to provide EMS medical direction. He is the Medical Director for CFD as well as Clackamas County, AMR, CCOM, LOCOM, and Lake Oswego Fire.

He has a vision of having a single county medical director that focuses on standardized medical care. When patients call 9-1-1, they get a response that includes CFD as well as the private ambulance provider partners. He believes that the quality of care provided should be unaffected by which agency arrives first and which is taking the lead.

They have a couple initiatives that are ongoing, but due to COVID-19 and vaccination planning, they have been delayed. However, they have also been able to utilize some of the tools they have been implementing during times of crisis, such as the recent ice storm.

Dr. Sahni said that Bill Conway is now the County's EMS Coordinator. Dr. Sahni appreciated all the work that Bill had done this last year. He noted that Bill was very well respected and brought a lot of skills and talent to the table.

One of the main County initiatives is the strategic planning process which BC Santos currently chairs. Dr. Sahni believes that it's a combination of the strategic planning process, a single point of medical direction, and a talented EMS Coordinator that is really leading them in the right direction.

He noted that another initiative is Quality Improvement. A Quality Improvement Committee meets monthly. This includes the entire county which includes ASA1, Canby, Molalla, and Colton. They have created county-wide goals, or key performance indicators, for quality of care.

Dr. Sahni explained that they have two big initiatives to help make the data more accessible. One is the county-wide ESO roll out (ESO is the charting program). CFD adopted this program over a year ago. This county-wide approach is important because it means there will be one data set that they can pull from for quality improvement.

The other big initiative is the roll out of First Watch, First Pass. This is a data aggregator. It will take AMR's chart, CFD's chart, and all the information from the CAD and put it in one area for operational and quality improvement. This tool was very useful during the recent ice storm. These tools are also very valuable for when he interacts with the hospitals. As the Medical Director, one of his key roles is to be the facilitator between the medical community and the EMS community.

They have a vision of "The Office of the EMS Medical Director," which is an independent office that provides medical oversight to the entire county. Even though he is the lead medical director,

they hope to have multiple directors. They have interviewed and are in the process of hiring two more medical directors for the County. The goal is to have more physician coverage and more interaction with crews. He hoped to announce them, and their start dates soon.

He felt that mobile-integrated health is going to be a key component of forward-thinking, healthcare focused fire agencies.

Director Joseph asked what his involvement was in Clackamas County's level of vaccines and how he intended to utilize Clackamas Fire to help with the vaccination process.

Dr. Sahni said he is 100% behind using whatever EMS resources are available to improve the vaccination rates in the county. He does not want medical oversight to impede this progress. He commented that Community Paramedic Amy Jo Cook did a great job organizing one of the vaccination clinics. He added that DC Gehrke and BC Santos knew more about CFD's involvement.

Director Joseph asked if he was responsible for the vaccines for Clackamas County.
Dr. Sahni said he is not directly responsible for the vaccine; adding that the state and the county were both responsible. The state allocates vaccines to the individual counties. Some allocation goes to a centrally located site at the Convention Center or PDX. Some is allocated directly to Clackamas County. The County's EOC (Emergency Operations Center) has a vaccination branch that determines how its distributed throughout the County.

BC Santos explained that CFD has entered into an IGA with Clackamas County Public Health along with Lake Oswego Fire, Tualatin Valley Fire & Rescue, and Canby Fire. They are going to partner with them starting next week to push 7,000-10,000 doses per week. An upcoming vaccination clinic will be a drive through on March 26, 27, and 28 at the Clackamas Town Center. They are getting vaccines from all three approved manufacturers. They are going to work with the EMS Council to try and develop a county-wide IMT (like they do for wildland deployments).

Director Joseph asked about the age limit and groups getting the vaccine.

BC Santos said the vaccine clinics are all governed by public health. The Oregon Health Authority (OHA) comes up with the standards and protocols of what groups will be vaccinated. Based on that, county public health will then schedule those populations. CFD just provides the trained clinicians to get them vaccinated.

Director Syring brought up that Dr. Sahni mentioned that he is the medical director for multiple agencies. He felt this made sense that they are seeing some consistency. He asked if he was the medical director for the smaller fire departments as well.

Dr. Sahni said that they have their own medical directors. They are all involved in the development of their protocols. They have spoken about a plan the office of the medical director. He made it clear in their EMS Operations group that their vision is to have a single point of medical direction. They have had conversations with the smaller agencies regarding this.

He explained that the Ops Committee is made up of leadership with all of the fire agencies and AMR, which includes agencies he does not oversee. Through that, they have initiated the roll out that every agency has the same medical kit. Every agency used to have their own kit and now there will be a uniform, county-wide medical kit. It's a big deal and a long time coming. This was greatly delayed due to COVID-19 but it's finally coming to fruition.

Director Joseph thanked Dr. Sahni, Chief Charlton, DC Gehrke, and BC Santos for their innovation with the County.

VI. BUSINESS – Action required

There were no business items that required action at this meeting.

VII. OTHER BUSINESS – No action required

OB-1 Legislative Update – Lobbyist Genoa Ingram

She has sent out reports the last several Fridays to update the Board on legislative happenings. She was able to go into the Capital this last week. She doesn't have anything to add to her submitted reports.

President Cross thanked her for the legislative updates. He asked if House Bill 1149 (pertaining to PERS) made it to committee. Genoa said that the bill is moving forward through the process. She will give them an update on the next Friday.

OB-2 Board Committee/Liaison Reports

Executive Committee – President Cross/Director Joseph

They had a meeting with Chief Browne, Chief Charlton, and their attorney to discuss Chief Browne's contract. They plan to discuss this further in the Executive Session that night.

Interagency Committee – Director Joseph/Director Syring

Director Joseph said they have met several times regarding a potential IGA with Sandy Fire and a feasibility study. He had some concerns regarding a feasibility study, so he met with DC Gehrke. They directed him to a seminar that explained all the reasons why a feasibility study is done. At the request of Sandy Fire, they are moving forward to bring to the Boards, a possible feasibility study.

Director Syring said their meeting was on March 10. They discussed the current IGA. Sandy Fire had very positive comments. BC Kinne talked about the training at the meeting, noting that it was going well.

Sandy Fire is requesting some additions to the IGA including Fleet and possible joint staffing of the Eagle Creek Station (Station 18). Director Syring thought this was amazing as there has only been two other times in 33 years that they had had joint staffing of a station and both times it was very successful.

It was noted that the chiefs from both agencies were going to add additional data and do another presentation to the committee on the funding and how it will be accomplished.

Director Syring said that the current IGA notes that they should talk about a feasibility study by January, which they did. The chiefs are working on language for the new IGA that will note that if they agree to do a feasibility study, the study will need to be done by December 30.

Director Joseph wondered if Sandy Fire was keeping the community informed. He felt it was important to get community feedback.

DC Browne said that Sandy Fire has been doing a great job reaching out to neighborhood associations, Rotary Clubs, and community groups and explaining to them why they are seeing CFD crews. They are discussing how to improve service for both districts. They have received very positive feedback so far. He felt the community is engaged and Chief Schneider is doing a great job starting these discussions.

Chief Charlton said, like previously mentioned, at the next interagency meeting they will be presenting additional data. They will be looking at this data and how they can improve efficiencies. They hope to bring the proposal before both boards in April.

Director Wall said that she felt that a joint service at a Station seemed unusual. How is it different from the large amount of mutual aid that Sandy Fire is already receiving? What is the benefit?

Chief Browne said a lot of the calls are for Battalion Chief response for command and control for Sandy's coverage area. Discussion followed.

President Cross emphasized that he cares about the time (minutes) that the crews are on calls, not the run volume. A station could get ten calls but get called back ten times. He went on to explain the kind of data he is looking for. If there is value in co-staffing Station 18, he wants to see the data to reflect it.

Joint Oversight Committee – Director Trotter / Director Syring

Director Syring explained that they met on March 11. He said BC Deters was doing a lot of the transition work. There was a lot happening and CFD was assisting when they are needed.

Director Trotter said that BC Deters gave a good update. He said the Estacada Fire District No. 69 (EFD) Board and their Interim Chief all thanked CFD for all their work.

Director Joseph asked if BC Deters was helping with EFD's hiring.

BC Deters said that no, CFD was not involved with any hiring. He added that they are just facilitating the equipment and making sure EFD has what they need to start training, etc.

Director Joseph asked how CFD was empowering EFD to be independent.

BC Deters said that EFD hired an Interim Fire Chief to help with the transition. They have an opening for a permanent Fire Chief, a Division Chief, and an Office Manager as well. CFD is empowering EFD step by step.

OB-3 Civil Service Rules Update – Deputy Chief Doug Whiteley / Director Syring

DC Whiteley said that they met last week and went through the rules. They went over proposed and existing edits. They will be bringing some valuable edits to the commission to review next week and will vote on them in April. There are two new commissioners and DC Whiteley plans to reach out to them, so they understand the rule changes and their role in that.

Director Syring thought they made some really good progress. A couple Board meetings ago, the Board was presented with a version of the civil service rules with edits in red. A commissioner called in to the meeting with concerns.

Director Syring and Commissioner Weatherly met on March 4. Director Syring had copies of the old rules dating back to the 1980s. They met with the chiefs on March 8 and expressed their concerns. Director Syring said they were well received, and he looks forward to the next version of edits.

Commissioner Weatherly is going to suggest at the next commission meeting the possibility of a Board liaison who could report during the committee updates. They feel like the Board and the Commission are disconnected. Director Syring thought that was a good idea and would help with communication and transparency.

OB-4 Board Informational Updates/Comments
COVID-19 Update – Chief Fred Charlton

Chief Charlton shared that Clackamas County and Multnomah County moved into a moderate risk category. They have a plan to reintegrate the CFD workforce and he is hopeful to transition into a new normal.

He noted that the CDC has released some rule updates. CFD continues to monitor CDC, OHA, and Oregon OSHA updates.

He shared that incredible work has been done and will continue to happen with the community vaccination clinics. He thanked BC Santos, EMS staff and Dr. Sahni for their work.

VIII. INFORMATIONAL ONLY

Director Joseph said for the first time, he had a meeting with the Local 1159 union and had a fantastic discussion. They discussed that the union doesn’t have any representation at the Board meetings. He would like representatives at the Board meetings. Director Joseph said that as Board members, they have a responsibility to the community for transparency, fiduciary responsibility, and fiscal responsibility. The union has a responsibility to protect the staff.

Director Joseph added that the union members he met with were appreciative of the possibility of an ongoing presence at the Board meetings.

President Cross said he also met with the Union and agreed that it was a good idea. They discussed having a standing spot on the agenda, but no decisions were made.

Director Syring also had a good meeting with the Union. He thought a standing report on every Board meeting would be a positive idea.

A. Division / Department Reports

R-1a Fire Chief's Office

Chief Charlton reported that he sent some information to the Board capital projects committee. They were contacted by Clackamas County as they are looking to do some pedestrian safety enhancements in front of Station 1. They are asking for a permanent and temporary easement for these safety measures. DC Michael Carlsen will be working with them on this project. He will bring this before the Board to vote on in the future.

They are working hard on developing the fiscal 2022 budget, which begins on July 1 of 2021. Clackamas County just informed them that CFD's assessed value (AV) is 3.5-4%.

BC Deters and Chief Charlton will be reaching out to the Volunteer Association to plan another quarterly volunteer round table. It's a great tool to provide updates and answer questions.

President Cross asked if there are any budget implications with the County's plan of expanding the Office of the Medical Director.

Chief Charlton said that in the current agreement with Clackamas County, it is a fixed rate per month. He hasn't heard that it will change.

BC Santos said their goal is to create efficiencies wherever they can. They hope that once they have more medical directors on board and more fire districts on board, it would create cost savings for everyone.

President Cross asked Chief Charlton about the CFO position that they opened.
Chief Charlton said that Finance Director Christina Day is retiring soon. They initially opened a position for a financial planning manager position but did not find any candidates to move forward, so they created the CFO job description. The first cut off will be March 29.

DC Browne said he appreciated all the work of DC Stewart, PIO Paxton, PS Grisham, and PS Neelands. The position had been open for four days and they were already receiving applications.

R-1a.1 Public Affairs

Report as submitted.

PIO Paxton highlighted that 25 CERT members put in 144 hours towards the vaccine clinics. EM Ramirez has led that group and empowered that group to do great things. He appreciated the EMS group utilizing that team.

He shared that May is Wildfire Prevention Month, and his team is getting prepared for the "Ready, Set, Go!" Program. This will be a building block to educate the community on defensible space and utilizing the emergency alerting system in the event that they experience anything like the wildfires in 2020.

Director Thomas asked about retired chief Bill Conway visiting the schools. He asked if this was under Public Affairs or EMS.PIO Paxton said that that was the hands only CPR program. Bill has shared that educational experience with Public Education Specialist Owen who is now in the Public Affairs department.

R-1b Business Services Division
Report as submitted.

President Cross requested an update on negotiations.

Chief Whiteley shared that they kicked off bargaining with both labor groups in January. They've met three times with the firefighter group and two times with the battalion chief group. They have been exchanging proposed language with both groups. There are several more meetings prescheduled with both groups. In addition to negotiations, they have been working on developing next year's budget which will play a big part in bargaining.

DC Whiteley said that he spoke on behalf of CFD and the Clackamas County Fire Defense Board at the Clackamas County Fire Defense Board meeting. He spoke to Chief Charlton's years of service with CFD and Clackamas County Fire Defense Board. Chief Charlton served as the Fire Defense Board Chief for several years and was very active in the group for the last decade. He felt it was a great presentation and a lot of people spoke highly of him. It's also Chief Charlton's second year as President of the Oregon Fire Chief's Association (OFCA).

R-1b.1 Financial Services
As submitted.

Accounting Manager Le reported that the LGIP interest rate was 0.75% in February and 0.60% in March. CFD received $33,156 from FEMA in February.

Director Wall asked about the revised budget showing a $97,000 budget for the general fund that was over by 10,000% because the YTD actual expenses were $17 million.

Accounting Manager Le said she would look into it and get back to the Directors the next day.

R-1b.2 Support Services
As submitted.

DC Carlsen shared that he has been in this position for five months and it has been a pleasure to work with everyone.

Director Wall asked Director Vallance how the stations faired during the ice storm.

Facilities Director Vallance said the District did as well as they could considering the circumstances. The storm brought to light some items that weren't connected; two water pumps, a couple of generators, and a circuit board went out. These issues were rectified pretty quickly. The equipment doesn't get used to that extent very often. At Station 1 and Station 15, they discovered some items that weren't connected to generator power. They were in the process of working with a generator vendor and an electrician to bring these items online.

President Cross asked if the generators were on a maintenance schedule.

Facilities Director Vallance explained that the generators are tested once a week. They are tested once a month with the transfer switch. Facilities Maintenance Tech Dinsmore does all the annual servicing. In the past year, they completed load bank testing on about 60% of machines. They will finish testing the rest of the machines during the next fiscal year.

R-1b.3 Community Services
As submitted.

Chief Stewart highlighted that FM Olson reported that 95% of the inspections for EFD were completed. They should be finished with all the occupancy inspections in April, which is well ahead of the July 1 deadline.

DC Stewart also informed the Board of a proposed master plan for the old landfill by Home Depot in Oregon City. He said it will be a large, 200,000-300,000 sq ft. complex with shopping, retail, and entertainment businesses planned.

R-1c Emergency Services Division
R-1c.1 Emergency Medical Services
As submitted.

DC Gehrke reported that medical services has been busy with vaccinations and recertifications.

Wellness continues to keep up with all the COVID-19 updates and changes. Occupational Health check-ins are being completed. Wellness Director Goodrich also sent out continuing education for the peer support group.

BC Kinne and her team had a practice burn recently and were completing the quarterly drills. BC Kinne also helped with CCOM liaison work with DC Carlsen.

R-1c.2 Operations
As submitted.

DC Browne commended DC Carlsen on the significant efficiencies he's created in just five months. DC Carlsen has also been an excellent liaison to CCOM.

DC Browne noted that there was a spike in the February run volume due to the ice storm. There were over 200 hazardous conditions calls. He was very proud of all the crews and team members and the hours they put in during this storm and power outages.

Director Syring asked about the mutual aid report. In February, it showed 33 given to Canby and zero received. He asked if this was incorrect.

DC Browne said that Gladstone and Canby were requesting any resources available during the ice storm and power outages. President Cross said it was obvious from the data that the rigs spent a lot of time outside of their fire management zones during the ice event.

R-1c.3 Volunteer Services – BC Deters

BC Deters shared that the training in February was drills for mobile attack, structure protection, and a water supply.

EMS was cancelled so they could focus on the vaccination administration training.

BC Deters reported their station coverage.

- Stn.12 4/28
- Stn.13 13/28 (2 – 24 hour shifts)
- Stn.18 28/28 (5 – 24 hour shifts)
- Stn.333 12/28
- Rehab/Water Tender Group – 12/28

He noted that Station 333 was returned to EFD as part of the recent addendum to the IGA that was approved.

He went over personnel changes.

He said there will be a graduation ceremony for the suppression and support volunteers on March 31. The volunteers will be in person, but others can attend via Zoom.

The application period for the next academy closed with 94 total applications. There was a mandatory informational meeting with 71 in attendance. The next step will be a written test which will be completed online on March 20.

R-1c.4 Volunteer Association Report

Volunteer Association President Hambley shared that Dale Johnson will be receiving his lifetime achievement award from OVFA in June. They are looking forward to the round table with the chiefs next month.

B. Correspondence
None.

C. Informational Items
Noted.

President Cross highlighted the article announcing CFD's fifth accreditation and asked PIO Paxton to share on another.

PIO Paxton shared some of the backstory of a 16-week pregnant woman who was helped by CFD.

D. Next Meeting
The next Board of Directors' meeting will be on Monday, April 19, 2021 at 6:00 pm by remote conferencing.

IX. REGULAR BOARD OF DIRECTORS' MEETING RECESSED

The meeting recessed at 7:32 pm.

X. EXECUTIVE SESSION CALLED UNDER ORS 192.660(2)(h) TO CONSULT LEGAL COUNSEL WITH REGARD TO LITIGATION AND ORS 192.660(2)(a) TO DISCUSS EMPLOYMENT OF A NEW FIRE CHIEF

XI. REGULAR BOARD MEETING RECONVENED

The meeting reconvened at 9:01 pm.

XII. ADJOURNMENT

The meeting adjourned at 9:03 pm.

UPCOMING EVENTS:

April 19 – Regular Board Meeting – 6:00 pm by remote video conferencing

Rachel Trotman
Executive Assistant

President Jay Cross	**Secretary Marilyn Wall**

CLACKAMAS FIRE DISTRICT #1

2021 Budget Committee Interview Questions

1. **Please describe your background and why you are interested in serving as a Budget Committee member for the Fire District.**

2. **Please summarize your understanding of the primary roles and responsibilities of a Budget Committee member.**

3. **Please describe any challenges or opportunities you feel that the Fire District or public safety agencies are facing in the next 12 to 24 months.**

4. **Do you have anything you would like to add or any questions of us?**

2020 WILDFIRES

After Action Review

EM RAMIREZ

The 2020 wildfires were described as a once in hundred year event. The magnitude and dynamic nature of the fires challenged almost every function of the District.

The District contracted with Chief Zagaris and Chief Roper, of the Western Fire Chief's Association, to review our response to the 2020 wildfires. The Chiefs provided a list of recommendations they felt were critical for the District to address. The recommendations were divided into three broad categories:

- Restoring Landscapes
- Building Fire adapted communities
- Fire Response

Key leaders within the District have been tasked by the Fire Chief, to:

1. Designate the priority for each topic to be addressed
2. Develop teams responsible for developing, overseeing and evaluating the plans to correct each area of needed improvement
3. Develop a timeline with specific milestones
4. Identify budget implications
5. Update the Strategic Business Plan as needed
6. Exercise and evaluate new tactics, policies, procedures, etc.

*5 & 6 identified as internal priorities

Wildfire AAR
Project Timelines

Priority
Short: < than 1 year
Medium: 1-3 years
Long: 3-5 years

	Recommendations	Responsible Party			Priority
A.	**Restoring Landscapes**				
1	Create a Wildfire Vegetation Management Unit	B. Olson	Clack EM		Long
2	Pursue funding for a Chipper Program	S. Olson	Paxton		Short
3	Review 2017 Clackamas County CWPP and ensure that concerns are reflected within the CFD1 Strategic Plan and budget	B. Olson	S. Olson	Paxton	Short
B.	**Building Fire-Adapted Communities**				
1	Create community networks of FIREWISE or "like" type of fire-adapted community programs	Paxton	S. Olson		Long
2	Create/adopt a Defensible Space education program based on risk	Paxton			Long
3	Utilize current GIS to create "risk" maps vs. existing "hazard" maps to reflect the actual wildfire threat to natural resources, structures, and life safety	Hopkins			Short
4	Adopt the Ready, Set, GO! program	Fire Chief	Stewart	Paxton	Long
C.	**Fire Response: Policy/Administration/Training**				
1	Update the CFD1 Standards of Cover (SOC) plan to better reflect the probability and vulnerability of wildfires; Re-evaluate if the recent Oregon Wildfire Exposure mapping and other documents accurately display the wildfire risk after experiencing the 2020 fire year	Ramirez			Short
2	Create a "Wildfire" Standards of Cover plan to better design emergency plans, dispatch algorithms, equipment type, and equipment inventory/placement	Operations			Medium
3	Create tiered pre-deployment plans when anticipating incidents	Operations			
4	Create and conduct table-top command drills for major deployments – Multi-agency Command System (MACS)	Ramirez	Operations	Training	Medium
5	Establish clear expectations of fire responders, support staff and communicate those with the public; Conduct a public education campaign to better establish public expectations of what the CFD1 performs in the pre-fire and post incident environment	Shanklin	Owen	Paxton	
6	Reduce the FOG of War by investing in new technology for intelligence, planning, situational awareness, accountability, communication, and decision support	Stewart	Carlsen		
7	Develop an organizational IAP, include chain of command to establish clear direction for the entire organization	Stewart			
8	Create dedicated staffing center for personnel management; Deploy apparatus via TeleStaff and utilize resource manifest documentation, similar to conflagration	Operations	Data Services		
9	Develop or create better communication between Admin/Ops and to all personnel regarding situational awareness	Operations	Stewart	Paxton	
10	Create a better certs/quals system for both personnel and equipment for deployment	B. Olson	Training		
11	Develop redundant features to back up technology in the event of technology failure and the coordination of outside resources (i.e. paper maps)	Stewart	Carlsen		
12	Establish assignments for all staff, line, and support staff needs to know what is expected so they can function is the absence of direct supervision	Noble			
13	Continue to train officers and commanders on "Fire Front Following" and Life Safety First Implementation to allow flexible engagement **Fire Front Following is defined as crews chasing the fire front when not having enough resources to stay behind to watch for small ember re-ignition	Operations	Training		
14	Create dedicated staffing center for personnel	Duplicate of #8			
15	Establish triage criteria for critical infrastructure and key resources (residential, commercial, governmental), and other properties when firefighting resources are scarce and priorities must be set	Operations	Stewart		
16	Evaluate establishing Incident Management Teams (IMTs) that relies more heavily on Business and Support Services to backstaff District Operations like logistics, staffing, communication during large scale incidents	Operations	Stewart		
17	Create a multi-level command structure that can address simultaneous incidents and retain a global view for emerging new incidents	Operations	Ramirez		
18	Recruit, train and command a seasonal hand crew to perform fuels work and handling fire suppression	B. Olson			
19	Establish an agreement to utilize two "agency" dozers with support equipment for initial attack and coordination of private contract resources	B. Olson			
20	Explore a seasonal helicopter contract to act as an observation/command platform with the dual function of "Helco" to meet Incident Response Pocket Guide (IRPG)	Done			

Wildfire AAR
Project Timelines

Priority
Short: < than 1 year
Medium: 1-3 years
Long: 3-5 years

	Recommendations	Responsible Party			Priority
D.1.	**Fire Response: Incident Command**				
1.a.	Internally refine ICS use for all incidents by first-in officer and build the system commensurate with incident complexities	Operations	Training		
1.b.	Train and staff dedicated Liaison for each incident	Carlsen			Short
1.c.	Ensure ICS and supporting documents are implemented immediately and are communicated to staff	Ramirez			
1.d.	Enhance knowledge of ICS and update the COOP system	Ramirez	Whiteley	Walker	Medium
D.2.	**Fire Response: Public Information**				
2.a.	Create greater depth of PIO roster using traditional and non-traditional staffing models	Paxton			Short
2.b.	Revisit the CFD1 website and include wildfire preparation materials like FIREWISE, Ready, Set, GO! or like programs	Shanklin	Grisham		Short
D.3.	**Fire Response: Operations**				
3.a.	Invest in pre-fire relationship building with all partner agencies for better coordination	B. Olson			Short
3.b.	Train and reinforce all safety practices particularly LCES, the 10/18 orders, and tree safety prior to deployment	McCullough	Schmitt		Short
3.c.	Evaluate reliance on other agencies (ODF) for air, heavy equipment, and hand crew assets	B. Olson			Short
3.d.	Coordinate with law enforcement partners to better facilitate evacuation orders and reentry	?			Long
3.e.	Monitor personnel work/rest cycles and create options to ensure personnel safety and decision making	Data			Medium
3.f.	Create system to create rosters for Div. Sup / BC / IC with crews' names and hours worked for each operational period for better accountability	B. Olson	Data		Medium
3.g.	Develop "hold harmless document" saved to iPads plus basic flowchart for integrating civilian volunteers into operations to utilize their manpower and equipment, and prevent them from operating independently	B. Olson	District Legal		Long
3.h.	Update/develop callback policy; Assign callback/staffing number and staff position with Data Services	Ops Chief			Medium
3.i.	When Evacuations are ordered, ensure CCSO is notified, coordinated and assists	??			N/A
3.j.	Ensure that daily briefings are conducted for all line and support staff to maintain their situational awareness (10&18 combined)	B. Olson			Short
D.4.	**Fire Response: Finance**				
4.a.	Develop accurate time keeping system to allocate personnel time per incident for cost reimbursement	Finance	Data	Ops Chief	Short
4.b.	Train staff to become cost apportionment process capable	Finance			Short
D.5.	**Fire Response: Logistics**				
5.a.	Maintain an up-to-date list of food vendors, billing info set up with them. Implement staffing rotation and call list for logistics runners/delivery	Logistics			
5.b.	Evaluate the logistical support needed on extended incidents	Logistics			Medium
5.c.	Create a Disaster Donations Relief Coordinator role to receive, store and dispense donated materials without disrupting the incident	Ramirez	Cordes	CERT	Medium
5.d.	Create a form for demob return for crews to list logistics needs (i.e. fleet repair write-ups / rig check form)	Station Officer	Bischoff		Long
5.e.	Pre-plan for large-scale food needs; Establish relationships, contracts ahead of time for fast and easy planning	Logistics			
5.f.	Distribute MRE's & stoves to crews on fireground in each battalion until food is delivered	Incident Logs			
5.g.	Recommend 72-hour kit to each member's green WL bag, and carry green bag year-round; Required bag contents: personal items, clothes, shelf stable food (protein bars, jerky, nuts, self-heating MREs); Add cases of bottled water to each rig in a seldom used compartment	Ramirez			Short
5.h.	Increase logistics PLL for hose, nozzles, and wildland packs	Operations	Logistics		
5.i.	Establish contacts and pre-existing relationships for heavy equipment and private vendors	Logistics			
5.j.	Enhance ability to charge and store large quantities of 800 MHz batteries and replacement batteries	Carlsen			
5.k.	Improve radio communications with outside agencies; specifically, radio frequencies and communication with Dispatch and the crews	Carlsen			
5.l.	Ensure a central portable radio / MDC cache with properly labeled radios	Carlsen			
5.m.	Develop process for tracking loaner radios/ MDCs with form for: who, date, radio # located at the central radio cache at Logistics	Carlsen			
5.n.	Evaluate need for BK mobile and at least one BK portable in each apparatus/operational rig	Operations			
5.o.	Provide every Captain/Chief with a login at CCOM for CAD	Carlsen			
5.p.	Install MDC mounts for all D1 apparatus, identify mobile data requirements for District vehicles	Fleet	Operations		
5.q.	Provide CAD apparatus ID# placeholder for all D1 apparatus for MDC login at CCOM, including staff vehicles	Carlsen			
5.r.	Create reserve CAD login unit #s for all units	Carlsen			
D.6.	**Fire Response: Plans**				
6.a	Ensure that ICS 215 objectives are part of the planning and briefing functions to create a common operating platform	Stewart			

Clackamas Fire District #1

Memo

To: Board of Directors
From: Division Chief Nick Browne
CC: Chief Fred Charlton
Date: April 15, 2021
Re: Intergovernmental Agreement with Sandy Rural Fire District #72

Action Requested
Request the Board to authorize the Fire Chief to enter into a 24-month Intergovernmental Agreement for Training, Command and Control, Joint Staffing of Station #18 as well as a 60-month Intergovernmental Agreement for Fleet Services to Sandy Rural Fire District #72 in the amount of $753,346.00. There is a potential for additional compensation for services should Sandy Fire request, see Appendix A 4 and appendix D 2F of Intergovernmental Agreement.

Background
Discussions began in 2019 with Sandy Rural Fire District #72 (Sandy Fire) related to emergency response, staffing and areas of opportunity. These areas of opportunity were explored, and the Fire Districts' Interagency Committee was engaged and an IGA was put into place July 1, 2020.

In January 2021, Sandy Fire asked to look into a feasibility study as well as begin meeting again to look at command and control, joint staffing of Station 18, training, and fleet services from Clackamas Fire. The Fire Districts' Interagency Committee was re-engaged in the conversation and attended meetings with Sandy Fire to better understand their needs and considerations for services. Through those meetings, meetings with staff from both Fire Districts and review from legal counsel, an updated Intergovernmental Agreement (IGA) was drafted. The agreement is for 24-months beginning July 1, 2021 and ending June 30, 2023. If approved, Clackamas Fire will be providing Training Fire/EMS (Appendix A), Command and Control (Appendix B), Joint Staffing Station #18 (Appendix C), and Fleet Services (Appendix D). This IGA has language related to a Feasibility Study (Section 7) to help determine future services, as needed.

Budget Implications
Sandy Fire will be charged $753,346 annually for services on a monthly basis. The total cost for these additional services will be based on the total number of hours of training, operational coverage, and fleet coverage that is provided.

Recommendation

Recommend the Board authorize the Fire Chief to enter into a 24-month Intergovernmental Agreement for Appendix A,B,C and a 60 month agreement for Appendix D for services to Sandy Rural Fire District #72 in the amount of $753,346.

INTERGOVERNMENTAL AGREEMENT FOR FIRE DISTRICT SERVICES

RECITALS

Clackamas Fire District #1 ("Clackamas") and Sandy Fire District ("Sandy") are rural fire protection districts formed under the authority of the Oregon Revised Statutes (ORS), Chapter 478.

A. Clackamas and Sandy provide fire, rescue, and emergency services within their respective jurisdictions.

B. Clackamas and Sandy desire to provide the most expedient and affordable services to their respective communities. Furthermore, through intergovernmental cooperation, which minimize unnecessary and costly duplication of services, by combining and coordinating their resource through this Intergovernmental Agreement (IGA).

C. Sandy desires to obtain from Clackamas, Battalion Chief coverage (command and control), fleet, staffing and training services.

D. This Intergovernmental Agreement (the "Agreement") is entered into under the authority granted to the parties by ORS 190.010, which authorizes units of local government to enter into written agreements with any other units of local government for the purpose of any and all functions and activities that the parties to the agreement, its officers or agencies, have authority to perform.

AGREEMENT

1. Effective Date and Term. Clackamas agrees to provide to Sandy and Sandy agrees to purchase from Clackamas the Services listed in the Scope of Services section below at the prices listed in the Appendices.
    a. Term. If signed by both parties, the term of this Agreement shall be from July 1, 2021 until June 30, 2023 for Scope of Services a, b, and c.
    b. Term. If signed by both parties, the term of this Agreement shall be from July 1, 2021 until June 30, 2026 for Scope of Services d.

2. Scope of Services. The Parties agree that the Scope of Services shall be provided by Clackamas as listed in this Scope of Services section and the attached Appendices, which are incorporated into this Agreement by this reference. Other appendices may be added by written agreement of the parties in the future if additional services are requested and agreed upon.
    a. Training Services as further described in Appendix "A"
    b. Command and Control Services as further described in Appendix "B"
    c. Joint Staffing of Eagle Creek Community Fire Station as further described in Appendix "C"
    d. Fleet Services as further described in Appendix "D"

3. Performance Measures. Both Parties will keep their respective Board of Directors informed of performance issues related to these collaborative efforts. For disputes arising from this agreement, refer to Section 15: Dispute Resolution Process.

4. Compensation.
    a. Clackamas agrees to provide monthly invoices to Sandy and Sandy agrees to pay Clackamas the invoiced amounts, which shall reflect the cost of Services as described in the appendices. Invoices will be provided monthly on or before the first of each month, and payment is due within thirty (30) days of the date of invoice. Invoicing may be by electronic means. The invoiced amount will be twelve equal monthly installments based on Appendix "A", "B", "C" and "D."
    b. Amounts invoiced shall include all Services as provided in the Scope of Services section. In the event Sandy requests and Clackamas agrees to provide Services beyond the Scope of Services, Clackamas may charge additional amounts to the monthly invoice. The Parties shall agree in writing to the rate for such additional Services in advance.

5. The compensation and Scope of Services is based upon the current number and configuration of services, as identified in Appendices "A", "B", "C" and "D" (Services). In the event of a change in Services requested, both Parties shall meet to discuss these changes and different compensation. Other appendices shall be added if additional services are requested and agreed upon by the parties.

6. Integration of Services. Clackamas agrees to provide the Services as a fully integrated operation of Clackamas Fire

Training Services, Command and Control Services, and Fleet Services. Services will be provided in the same manner and quality as Clackamas provides such services to its own service area. The parties agree to work together in good faith to develop protocols as necessary to affect the integration of the services provided.

7. Feasibility Study. Both Boards agree to conduct a feasibility study to assist with determining the future of service delivery between both agencies to be completed by December 31, 2021. Both Clackamas and Sandy will share equally in the cost of the study.

8. Capacity to Perform Within Scope of Services. Clackamas will assign priority for Services taking into consideration both Parties' environment, timelines, and needs, as well as Clackamas' obligations under Section 2, Scope of Services, and Clackamas's own policies and procedures, as they may be changed from time to time.

9. Termination.
    a. This Agreement may be terminated by either party, with or without cause, by giving one-hundred eighty (180) days written notice to the other party. In such cases, the Parties will work in good faith to return services to Sandy or to another service provider.
    b. Clackamas may terminate upon thirty (30) days' notice for failure of Sandy to pay any sums when due.
    c. Sandy may terminate upon thirty (30) days' notice for failure of Clackamas to perform services. In such event, Sandy shall pay all amounts due and owing for Services through the termination date.
    d. Clackamas and Sandy may terminate this Agreement immediately or at a date to be determined if both parties mutually agree to terminate the IGA. In such event, Sandy shall pay all amounts due and owing for Services through the termination date.

10. Liability; Indemnity.
    a. Each party shall be responsible for the acts of their respective employees, officers, and agents under this Agreement. No party, nor any elected and appointed official, officer, board member, employee, volunteer, or agent thereof shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions, failure to act, or willful misconduct of the other party, their officers, board members, employees, volunteers or agents, in connection with this Agreement or arising out of any work performed under this Agreement.
    b. To the extent limited by the tort claim limitations in Oregon Law (ORS 30.260 through 30.300) and the Oregon Constitution, Article XI, Section 7, Clackamas and Sandy each agree to defend and indemnify each other against any third party liabilities, causes of action, damages, or costs for injury or damage to life or property related to this Agreement or arising from actions or failures to act under this Agreement. However, neither Party shall be required to defend or indemnify the other Party for the malfeasance or willful misconduct of the other Party or the other Party's employees or agents. The obligations assumed hereunder shall survive the termination or expiration of this Agreement.

11. Insurance.
    a. Each party shall maintain comprehensive general liability insurance or sufficient self-insurance reserves to cover all risks of damage or loss in the form of personal injury, bodily injury, or property damage for which either party may be liable for its acts or omissions done in the course and scope of its business, in the minimum amounts for which public entities are liable under Oregon Revised Statutes as those statutes now exist or may be amended.
    b. Notwithstanding anything herein to the contrary, neither party shall be liable to the other for any loss or damage to their facilities, equipment or other property arising from any cause for which it could have insured against under the parties normal policies, such as fire. Each party, on behalf of its insurer, waives any right of subrogation that it might have against the other party.
    c. Clackamas reserves the right to require additional insurance coverage, limits, and terms. This insurance shall be considered as primary insurance and exclusive of any insurance carried by Clackamas, and the insurance evidenced by the required certificates shall be exhausted first, notwithstanding the fact that Clackamas may have other valid and collectible insurance covering the same risk.

12. Personnel/Workers Compensation. Employees or volunteers of each party shall remain employee/volunteer of that party, and are subject to the personnel policies, rules, and regulations solely of that party. Each party to this Agreement agrees to provide worker's compensation insurance coverage to its employees and volunteers. Each Party shall supervise their individual employees while working under this Agreement. The intent of this provision is to prevent the creation of any "special employer" relationships under Oregon workers' compensation law, PERS regulations, or other state or federal laws.

13. Waiver. The failure of either party to insist upon the strict performance of any of the terms, covenants or conditions of this

Agreement shall not be deemed a waiver of any right or remedy that either party may have, and shall not be deemed a waiver of either party's rights to require the strict performance of all terms, covenants and conditions thereafter, nor a waiver of any remedy for the subsequent breach of any of the terms, covenants or conditions.

14. Force Majeure. No party to this Agreement shall be held responsible for delay or default caused by fires, riots, acts of God and/or war, labor shortages, pandemics, or other conditions beyond the Parties' reasonable control.

15. Dispute Resolution Process. In the event there are disputes or claims related to or arising under this Agreement, the following dispute resolution process will be followed. Unresolved disputes within specific service areas "a", "b" or "c", will move to section "d" and proceed as necessary. It is the intent of the parties to solve the disputes and claims at the lowest level possible, and the issues and resolutions will be documented by mutually agreeable memorandum, if applicable.

    a. Consideration and resolution by and between the Clackamas Division Chief responsible for Training and the Sandy Training Liaison regarding Appendix A.
    b. Consideration and resolution by and between the Clackamas Operations Division Chief and the Sandy Fire Chief regarding Appendix B and C.
    c. Consideration and resolution by and between the Clackamas Support Services Division Chief and the Sandy Fire Chief regarding Appendix D.
    d. Consideration and resolution by and between the Clackamas Fire Chief and the Sandy Fire Chief.
    e. In the event the disputes or claims cannot be resolved under the above process, the dispute or claim shall be subject to binding arbitration. Arbitration shall be conducted pursuant to the rules of the Arbitration Service of Portland, and shall be conducted in Clackamas County, Oregon, unless otherwise agreed by the parties.
    f. In the event of any arbitration arising out of or relating to this Agreement or the enforcement thereof, the prevailing party in such action shall be entitled to recover its reasonable attorney fees, costs, and expenses from the non-prevailing party.
    g. The laws of the State of Oregon shall be applied in the interpretation, execution, and enforcement of this Agreement.

16. Amendment. This Agreement may only be amended in writing executed by both Parties.

17. Notices. All notices under this Agreement shall be deemed to be given when delivered personally to the person designated below or when three (3) day have elapsed after it is deposited in the United States mail in a sealed envelope, with registered or certified mail postage prepaid, or on the next addressed business day if sent by express mail, or by electronic means, to the party to which the Notice is being given, as follows:

Sandy Rural Fire District #72	**Clackamas Fire District #1**
Fire Chief	Fire Chief
17460 Bruns Avenue	11300 SE Fuller Road
Sandy, OR 97055	Milwaukie, OR 97222

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as dated below.

Sandy Rural Fire District #72	**Clackamas Fire District #1**
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

APPENDIX A

Training Services – Scope of Work

Clackamas will provide a liaison to Sandy and Sandy will provide a liaison to Clackamas for Training concerns. Clackamas will provide the following Training services to Sandy:

Training FIRE/EMS

1. Sandy agrees to formally adopt all of Clackamas' Individual Performance Standards (IPS), Company Performance Standards (CPS), and Fire Rescue Protocols (FRP). Additionally, Sandy agrees to changing policies specific to response to meet Clackamas Standards.
2. Training Delivery:
    a. Sandy agrees to utilize TargetSolutions software for records management and online training delivery.
    b. Sandy career and volunteer personnel will receive training equivalent to Clackamas personnel and be on the same training schedule.
    c. Clackamas will create and deliver all training content and manage TargetSolutions data entry. Sandy's crews are responsible for individual data entry and assignment completion as per policy Clackamas will provide quarterly compliance reports to Sandy Chief Officers.
    d. Didactic content is delivered through static and interactive software use to the greatest extend possible.
    e. Standard training delivery methods are document review, instructional videos and specific individual or company hands-on training instructions delivered though TargetSolutions; hands-on skills performance on the individual and company level, company level training with Training Staff supervision, multi-company evolutions with and without Battalion Chief supervision and biannual skills evaluations with the Battalion Chief.
    f. Training delivery will meet Department of Public Safety Standards & Training, Oregon Health Authority and Oregon Occupational Safety and Health Administration compliance requirements. Exceptions are listed in Article six (6).
    g. Clackamas will not conduct instructor supervised training activities on commonly recognized holidays and during the last two weeks of the calendar year.
    h. Training activities may be suspended due to severe inclement weather resulting in District office closure, and natural or man-made disasters without reimbursement of payment.
3. Volunteer training
    a. Clackamas will deliver eight (8) hours of training per month through TargetSolutions assignments, interactive live webinars, instructor supervised hands-on training and in Station assignments. Members are expected to perform self-initiated training activities while on duty and document these activities in TargetSolutions. Hands-on training will be delivered at Station 14, the Clackamas Training Center, or any location suitable for the activity with mutual consideration for all party's convenience.
4. Entry level firefighter training
    a. Career: If Clackamas conducts an academy, Sandy will be allocated up to three (3) positions during the fiscal year in the amount of $3,770 per position.
    b. Volunteer: If Clackamas conducts an academy, Sandy will be allocated up to eight (8) volunteer recruit positions per fiscal year.
5. Move- up Company
    a. One (1) Clackamas Advanced Life Support (ALS) engine company will be moved up to Sandy's response area for coverage for training scheduled by Clackamas.
    b. Move-up company is scheduled by Training or BC301 as required for hands-on training. Additional training related move-ups may be requested by Sandy with BC301 approval.
6. Exceptions
    a. Certification and re-certification submission for Sandy members will be performed by Sandy. Clackamas will maintain training and certification records. Clackamas will assist Sandy in Department of Public Safety, Standards and Training (DPSST) audits as needed.
    b. Sandy will fund all schools, conferences, recertifications and professional licensing fees and Personal Protective Equipment for their staff and volunteers through the Sandy budget.
    c. Bloodborne Pathogen and site-specific Hazardous Materials Communication training are not covered in this agreement.
7. Compensation
    a. Sandy will pay Clackamas monthly for the Training Services provided in this Appendix A for the period July 1, 2021 through June 30, 2023.
    b. The total annual training costs for July 1, 2021 through June 30, 2022 is $95,680. Compensation for services

beginning July 1, 2022 through June 30, 2023 will be agreed upon by both Clackamas and Sandy by October 1, 2021.

APPENDIX B

Command and Control Services – Scope of Work

Clackamas will provide a liaison to Sandy and Sandy will provide a liaison to Clackamas for operational concerns. Clackamas will provide the following Command and Control services to Sandy:

1. Operations
    a. Clackamas agrees to provide 24-hour 7 day a week "Command and Control" for the compensation noted below.
    b. Clackamas agrees to provide at least one (1) Battalion Chief on those calls requiring a Chief Officer response as outlined in Clackamas SOP - Battalion Chief Notification Response. Sandy will be responsible for all personnel matters as well as all accident or injury investigations. Clackamas will notify a Sandy Chief Officer when any of the above circumstances arise.
    c. Sandy agrees to amend response assignments to conform to Clackamas Standards. Clackamas Operations Division Chief will review response assignments to ensure accuracy.
    d. Sandy agrees to formally adopt all of Clackamas' Individual Performance Standards (IPS), Company Performance Standards (CPS), and Fire Rescue Protocols (FRP's). Additionally, Sandy agrees to changing policies specific to response to meet Clackamas Standards.

2. Compensation
    a. For the Services described in Section 1 of this Appendix B above, Clackamas will charge Sandy $96,175.00 between July 1, 2021 and June 30, 2022. Compensation for services beginning July 1, 2022 through June 30, 2023 will be agreed upon by both Clackamas and Sandy by October 1, 2021.

APPENDIX C

Joint Staffing of Eagle Creek Community Fire Station - Scope of Work

Clackamas will provide a liaison to Sandy and Sandy will provide a liaison to Clackamas for operational concerns. Clackamas and Sandy will co-staff the Eagle Creek Community Fire Station.

1. Operations
    a. Clackamas Fire and Sandy Fire will co-staff the Eagle Creek Fire Station with an ALS Fire Engine 24 hours a day, seven days a week.
    b. Clackamas Fire will be responsible to staff B and C shift with a Company Officer, Apparatus Operator and Firefighter for each shift. Clackamas will staff one of the company officers with a Captain and the other with a Lieutenant.
    c. Sandy will be responsible to staff A shift with a Lieutenant, Apparatus Operator and Firefighter. See compensation and staffing option under compensation.
    d. Clackamas and Sandy will guarantee paramedic response from all three shifts. All Apparatus Operators will have NFPA/DPSST 1002 Apparatus Driver/Operator qualification.
    e. Both Sandy and Clackamas agree to utilize AVL for run cards thus maximizing coverage for E-318 to better serve the citizens of Eagle Creek and Sandy.
    f. As per Appendix A section 5 sub section A "Move-up Companies" E-318 would be first choice for move-up to Sandy but will be at BC301 discretion if another company is to be utilized.

2. Compensation
    a. Sandy will either provide the personnel described in section 1 or will compensate Clackamas to staff Sandy's shift. In the event that Clackamas is requested to staff Sandy's shift, Clackamas will charge Sandy $504,143.00 annually beginning July 1, 2021 and ending June 30, 2022. Compensation for services beginning July 1, 2022 through June 30, 2023 will be agreed upon by both Clackamas and Sandy by October 1, 2021. In the event Sandy decides to staff the position midyear, the compensation will be prorated based on the 12-month calendar year.
    b. Sandy Fire will compensate Clackamas $4,308.00 annually for costs (materials and services) related to operating one shift at Station 18.

APPENDIX D

Fleet Services – Scope of Work

Clackamas will provide a liaison to Sandy and Sandy will provide a liaison to Clackamas for Fleet concerns. Clackamas will provide the following fleet maintenance services to Sandy:

1. Services
    a. The Parties agree that the Services shall be as provided in the following documents: 1) this Agreement; and 2) the attached Scope of Work, which is incorporated into this Agreement by this reference. Notwithstanding the immediately preceding, the Services shall be limited as described below.
    b. From July 1, 2021 through June 30, 2022, Full Fleet Services will be provided as follows: Service, repair, and maintenance for identified Sandy Fire apparatus and vehicles as described in the attached Scope of Work.
    c. From July 1, 2021 through June 30, 2022, annual maintenance will be provided for the Sandy Fire Bauer Air Compressor and billed as time and materials.

2. Compensation
    a. Clackamas Fire agrees to provide monthly invoices to Sandy Fire and Sandy Fire agrees to pay Clackamas Fire the invoiced amounts, which shall reflect the cost of Services, including the labor, management software, technical support, warehousing, maintenance, parts and supplies, capital equipment, and other goods and services required under Section 2, Services. Invoices will be provided monthly on or before the first of each month, and payment is due within thirty (30) days of the date of invoice.
    b. From July 1, 2021 through June 30, 2022, Clackamas Fire will invoice Sandy Fire at a monthly rate of $4,420 plus time and materials for compressor maintenance. Clackamas in consultation with Sandy, shall establish and publish by October 1, 2021 any new rate increase to be effective between July 1, 2022 through June 30, 2023.
    c. After July 1, 2022, Clackamas Fire will invoice Sandy Fire at a rate which Clackamas Fire, in consultation with Sandy Fire, shall establish and have published by October 1 of each year for implementation on July 1 of the following year.
    d. Amounts invoiced shall include all Services provided in Section 2, Services. In the event Sandy Fire requests and Clackamas Fire provides services beyond the Scope of Work, Clackamas Fire may charge additional amounts to the monthly invoice. The Parties shall agree to the rate for such services in advance.
    e. The compensation and Scope of Work is based upon the current number and configuration of the Sandy Fire Fleet, as identified in Exhibit "A". In the event of a change in the number or configuration of the Sandy Fire Fleet, the Parties shall agree to a revised compensation schedule, which will be accomplished using written addendums to the IGA.
    f. Parts and supplies are not included in the hourly or monthly rates of providing the Services in Section 3 b and c. Sandy Fire will be billed monthly for all parts and supplies used to maintain the Sandy Fire Fleet or the SCBA compressor.

3. Integration of Services
    a. Clackamas Fire agrees to provide the Services as a fully integrated operation of Clackamas Fire Fleet Services. Services will be provided in the same manner and quality that Clackamas Fire provides such services to its own fleet. The parties agree to work together in good faith to develop protocols as necessary to affect the integration of the services provided.

4. Capacity to Perform Within Scope of Work
    a. Clackamas Fire will assign priority for Services taking into consideration both Parties' fleet, timelines, and needs, as well as Clackamas Fires obligations under Section 2, Services and Clackamas's own policies and procedures, as they may be changed from time to time. The Parties will discuss timelines prior to initiating Services under this Agreement.

5. Assignment
    a. This Agreement may not be assigned by either party without the written consent of the other party. However, pursuant to Clackamas Fire policies and procedures, and as provided in the Scope of Work, when work

exceeds Clackamas Fires capability, training or certification, Clackamas Fire may assign the work to third party vendors, after consultation and/or written approval from the Sandy Fire Fleet Services Liaison. When the work has been so assigned, Clackamas Fire may, at its discretion, manage the third-party vendor and Sandy Fire agrees to be responsible for payment and final approval of the work. The indemnity provisions of this agreement do not apply when work is assigned to third party vendors.

6. Technician Training and Qualifications and Purchases
    a. All Clackamas Fire employees shall be licensed or certified for the work performed under this Agreement, if such is required under Oregon law or industry standards. Sandy Fire shall bear the cost of any required specialized training on Sandy Fire apparatus or components if such training is different in type or brand from standards used by Clackamas Fire. Both Parties agree that all supplies, equipment, and services purchased will comply with Oregon's public purchasing guidelines as adopted by Clackamas Fire.

7. Operational Coordination
    a. Clackamas Fire and Sandy Fire will each provide a liaison to coordinate and ensure the efficient provision of day-to-day services. The Liaison for Clackamas Fire will be the Fleet Director and/or Fleet Manager, and the liaison for Sandy Fire will be the assigned Fleet Service Liaison, as designated by its Fire Chief.
    b. Each of the Parties shall have the right to inspect, at any reasonable time, such records in the possession, custody, or control of the other Party necessary for review of the other Party's obligations and its rights under this Agreement. The cost of such inspection shall be borne by the inspecting Party. This right does not extend to records privileged or otherwise exempt from disclosure under applicable law. Any Party required under this Agreement to create or develop records must maintain those records for inspection.

8. Safety
    a. When Clackamas Fire is performing services at a Sandy Fire station or other Sandy facility, at any non-Clackamas Fire location, or roadside, at least one Sandy Fire employee or a volunteer shall remain on-scene until Clackamas Fire releases or transports the apparatus or vehicle. This provision shall not apply to the services provided by Clackamas Fire at the Fleet Services Facility.
    b. Clackamas Fire shall notify Sandy Fire of any faulty equipment or apparatus that it believes jeopardizes the safe operation of any Sandy Fire vehicle or apparatus.
    c. Clackamas Fire shall under no circumstances be required to place a subject of service that Clackamas Fire deems unsafe into service, or perform services or repairs if such cannot, in Clackamas Fire's sole discretion, be performed safely or the repair when done be deemed effective. All decisions to authorize or release a vehicle to use are solely the responsibility of Sandy Fire. If the parties disagree with regard to Clackamas Fire's or the manufacturer's vehicle safety recommendations, either party may initiate the dispute resolution procedure of Section 15. Such procedures shall not delay return of the vehicle to Sandy Fire.

9. Standard of Care
    a. Clackamas Fire shall provide all services with reasonable care. Should parts or repair procedures fail due to defective workmanship by Clackamas Fire during the first thirty (30) days or within 2,000 miles, whichever comes first, Clackamas Fire shall remedy the repair at no cost to Sandy Fire.

10. Clackamas Fire will provide fleet maintenance and repair services ("Services") for the apparatus listed in EXHIBIT A. If Sandy Fire needs Services for additional or different apparatus or additional Services, the Parties must agree in writing to a revised list and compensation rate. Services will be provided consistent with Clackamas Fire Fleet Operations department's standard of care, best practices, and standard operating guidelines. Such Clackamas Fire standards, practices, and guidelines are determined by the manufacturer's service recommendations, Oregon Department of Transportation requirements, and the National Fire Protection Association guidelines as determined applicable by Clackamas Fire, and industry-recognized principles and practices.

11. Changes to this Scope of Work, must be agreed to by both Parties in writing. Without invalidating the Agreement, either Party may request changes in the Scope of Work consisting of additions, deletions, or modifications regarding the compensation rates, Scope of Work, or schedule of work. All such changes in the Work shall be in writing and signed and authorized by the Parties.

12. Sandy Fire is responsible for requesting Services. The Fleet Director will propose service levels and timelines for services. Clackamas Fire will confirm if such levels and timelines are acceptable.

13. Clackamas Fire will not provide Services beyond its capacity or capability. If Sandy Fire approves the use of outside vendors for Services, Clackamas Fire may assign work to outside vendors and may, at its sole discretion, manage such assigned Services. All assigned work is subject to this Agreement.

14. Services provided under this Agreement include 24-hour emergency maintenance and repair services. Notwithstanding any contrary provisions in this Scope of Work or this Agreement, if Sandy Fire requests 24-hour emergency services, Sandy Fire acknowledges and agrees that such emergency services may be assigned to outside vendors and potentially be subject to overtime rates. Such assigned emergency services may include but are not limited to: mobile fueling at emergency operations or towing. Sandy Fire agrees to promptly pay for such services as provided in this Agreement. Clackamas Fire response regarding requests for 24-hour emergency maintenance or requests after-business hours will be provided pursuant to Clackamas Fire's policy, as it may be amended by Clackamas Fire from time to time. The Sandy Fire Duty Chief on duty, or designee, will request any after-hours response. Clackamas Fire may, at its sole discretion, determine the appropriate course of action. Clackamas Fire will notify the Sandy Fire Fleet Service Liaison of the after-hours event on the following business day.

15. NO SERVICE WARRANTIES. Clackamas Fire Services are not warrantied unless expressly otherwise provided in this Agreement. If a product or part is warranted by the manufacturer, such warranties will apply.

16. Services that affect the safe operation and readiness of vehicles, apparatus or equipment will not be deferred by either party unless the unit is removed from service until repairs are made. Only Services that have no operational impact, such as decal, paint, and upholstery, may be deferred. The Clackamas Fire Fleet management team and the Sandy Fire Fleet Service Liaison will consult with each other, but either party may make a determination that any issue or combination of issues impacts operational safety or readiness and will not be deferred.

17. Upon a Sandy Fire request for Service, Clackamas Fire is authorized to complete any Service under $5,000, unless specific limits are established for the work by the Sandy Fire Fleet Service Liaison, or other thresholds of financial or service authority are agreed to between Clackamas Fire Fleet Management and the Sandy Fire Fleet Service Liaison.

18. All Services will be performed and managed by Clackamas Fire Fleet Operations. Any requested Services outside of the Scope of Work or beyond Clackamas Fire's capabilities may either be managed by Sandy Fire at its sole discretion or may be assigned to a third party by Clackamas Fire or Sandy Fire, upon Sandy Fire's approval. If Clackamas Fire assigns work, Clackamas Fire may, at its sole discretion, manage the third party's work. Services performed directly by Clackamas Fire personnel are limited to the capability of Clackamas Fire's Fleet Operations department. Capability is limited by capacity, experience, qualified training, and the required certifications necessary to complete the task. The Parties will discuss any requests for Services which Clackamas Fire determines to be beyond its capability. Clackamas Fire will determine a recommended course of action including, but not limited to: assignment, removal from service, deferral of maintenance, or surplus of the subject of service. Such examples include, but are not limited to: towing, transmission repair, and major engine overhauls.

19. Sandy Fire shall be responsible for removing apparatus from service with other agencies and emergency response providers, and for coordinating its own work force and services based on the apparatus maintenance and repair schedule and availability.

20. Clackamas Fire will work with Sandy Fire Fleet Service Liaison to establish preferred protocols and processes for repair order requests, work orders, and other documentation.

EXHIBIT "A"

ID	VIN	Class
E371	2018 Pierce Arrow XT- 4P1BAAGF4JA018462	Pumper
E372	1993 Pierce Lance- 4PITC02G8PA000337	Pumper
E374	2006 International 7400- 1HTWEAZR27J442159	Type III Pumper
IE373	2006 International 7400- 1HTWEAZR27J442160	Type III Pumper
WT371	2018 Western Star 4900- 5KKHALDR7KPKN9751	Water Tender
WT374	1996 Freightliner- 1FVXFSEB0TP869135	Water Tender
R371	1998 Freightliner FL70- 1FV6HLCA3XH973320	Rescue
BR371	2005 Chevrolet C5500- 1GBE5E3285F528251	Brush Rig
	Bauer SCBA Compressor	

Clackamas Fire District #1

CLACKAMAS FIRE DISTRICT #1
PROCLAMATION 21-01
To Designate the Week of May 16-22 as Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

Therefore, the Board of Directors of Clackamas Fire District #1, in recognition of this event do hereby proclaim the week of May 16-22, 2021 as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, "THIS IS EMS: Caring for Our Communities," the Board encourages the community to observe this week with appropriate programs, ceremonies, and activities.

Adopted this date, April 19, 2021

_____ _____

President Jay Cross Secretary/Treasurer Marilyn Wall

Clackamas Fire District #1

Memo

TO:	Board of Directors Fire Chief Charlton
FROM:	Finance Director Christina Day
CC:	
DATE:	April 14, 2021
RE:	Budget Committee Vacancies

Action Requested
Staff requests the Board of Directors make appointments to the two, three-year term vacancies on the Fire District's Budget Committee.

Background
The Clackamas Fire Budget Committee is made up of ten members. Five of the members consist of the Fire District's Board of Directors with the remaining five being citizens who are appointed to the Committee by the Board to serve three-year terms. In April 2021, two of the five citizen Budget Committee terms expires. One of the remaining three positions expires in 2022 and two in 2023.

The open position was posted for over 30 days through social media and on the Fire District website. At the end of the application period, there were seven applications received. At the April 14, 2021 Clackamas Fire Board of Directors' Work Session, applicants were interviewed by the Board to assist in making a determination for the appointment to the open positions. Several additional interviews will be conducted at the April 19, 2021 Board of Director's meeting as well, after which, an appointment determination will be made.

Per Oregon Revised Statute, the Board of Directors will make all appointments to the Budget Committee.

Recommendation and Why
Staff recommends the Board of Directors make appointments to the two, three-year term vacancies on the Fire District's Budget Committee.

Clackamas Fire District #1

Memo

TO: Board of Directors

FROM: Fire Marshal Shawn Olson

CC: Division Chief Brian Stewart

DATE: April 6, 2021

RE: Board Approval for Fire Marshal Office IGA with City of Gladstone

---

Action Requested:
Request Board authorization to enter a 14-month intergovernmental agreement with the City of Gladstone for Fire Marshal Office services. Term of contract: April 20, 2021 to July 1, 2022.

Background:
Gladstone Fire Department's Fire Marshal retired at the end of January 2021. The Fire District has provided as-needed investigation services to Gladstone Fire which have been billed on an hourly basis. The City of Gladstone has subsequently requested longer-term assistance in providing a range of fire marshal services. On March 30th, the interagency committee met with the City of Gladstone administrators to discuss the proposed IGA. The recommendation was made to move forward with this agreement.

If approved, the FMO will be providing enforcement, engineering, and fire investigation services. Public education and public information expenses are not part of this agreement.

Policy Implications:
Authorization and approval of the Fire Chief and Board of Directors is required.

Budget Implications:
The IGA would provide $56,795 net revenue. $8,113.57 for 2020-2021 fiscal year and $48,681.43 for 2021-2022 fiscal year for enforcement and engineering services. Fire investigation services will be billed at the Fire District's actual cost. For after hour services, a 3-hour minimum charge will apply.

This IGA will provide revenue to offset the expiration of the Estacada contract.

Potential Issues
The potential for a surge in fire investigations is always a potential issue in maintaining steady workflow. Adding the City of Gladstone IGA adds workload and overlaps the Estacada contract by two months. The FMO has prioritized Estacada inspections and are

ahead of pace to complete that work. FMO staff will be able to handle the increased responsibilities for the brief overlap period. Beginning July 1, workload will normalize.

Recommendation:
The FMO recommends Board approval to enter a 14-month IGA with the City of Gladstone.

INTERGOVERNMENTAL AGREEMENT FOR FIRE DISTRICT SERVICES

RECITALS

Clackamas Fire District #1 ("Clackamas") is a rural fire protection district formed under the authority of the Oregon Revised Statutes (ORS), Chapter 478 and the City of Gladstone ("City") is a municipal corporation.

a. Clackamas and City provide fire, rescue, and emergency services within their respective jurisdictions.

b. Clackamas and City desire to provide the most expedient and affordable services to their respective communities. Furthermore, through intergovernmental cooperation, which minimize unnecessary and costly duplication of services, by combining and coordinating their resource through this IGA.

c. City desires to obtain from Clackamas, Fire Marshal's Office services to include engineering, enforcement, and fire investigations.

d. This Intergovernmental Agreement (the "Agreement") is entered into under the authority granted to the parties by ORS 190.010, which authorizes units of local government to enter into written agreements with any other units of local government for the purpose of any and all functions and activities that the parties to the agreement, its officers or agencies, have authority to perform.

AGREEMENT

1. Effective Date and Term. Clackamas agrees to provide to City and City agrees to purchase from Clackamas the Services listed in the Scope of Services section below at the prices listed in the Appendices.

    a. Term. The term of this Agreement shall be from April 20, 2021 until July 1, 2022 unless otherwise terminated as provided herein.

2. Scope of Services. The Parties agree that the Scope of Services shall be provided by Clackamas as listed in this Scope of Services Section and the attached Appendices, which are incorporated into this Agreement by this reference. Other appendices may be added by mutual, signed written agreement of the parties in the future if additional services are requested and agreed upon.
    a. Fire Marshal's Office services, as more particularly described in Appendix A.

3. Performance Measures. Both Parties will keep their respective governing bodies informed of performance issues related to these collaborative efforts. For disputes arising from this agreement, refer to Section 14: Dispute Resolution Process.

4. Compensation.

    a. Clackamas agrees to provide monthly invoices to City and City agrees to pay Clackamas the invoiced amounts, which shall reflect the cost of Services as described in the appendices. Invoices will be provided monthly on or before the first of each month, and payment is due within 30 days of the date of invoice. Invoicing may be by electronic means. The invoiced amount will be fourteen equal monthly installments based on

Appendix "A" plus any services billed at an hourly rate with the first invoice to be provided on or before the first of June.

b. Amounts invoiced shall include all Services as provided in the Scope of Services section. In the event City requests and Clackamas agrees to provide Services beyond the Scope of Services, Clackamas may charge additional amounts to the monthly invoice. The Parties shall agree in writing to the rate for such additional Services in advance.

5. The compensation and Scope of Services is based upon the current number and configuration of services, as identified in Appendices "A". In the event that either Party requires a change in Services, both Parties shall meet to discuss these changes and, if applicable, an increase or decrease in compensation. Other appendices shall be added if additional services are requested and agreed upon by the parties.

6. Integration of Services. Clackamas agrees to provide the Fire Marshal Office Services in the same manner and quality as Clackamas provides such services to its own service area. The parties agree to work together in good faith to develop protocols as necessary to affect the integration of the services provided.

7. Capacity to Perform Within Scope of Services. Clackamas will assign priority for Services taking into consideration both Parties' environment, timelines, and needs, as well as Clackamas' obligations under Section 2, Scope of Services, and Clackamas's own needs, services, policies and procedures, as they may be changed from time to time.

8. Termination.

a. This Agreement may be terminated by either party, with or without cause, by giving one-hundred eighty (180) days written notice to the other party. In such cases, the Parties will work in good faith to return services to City or to another service provider.

b. Clackamas may terminate this Agreement upon 30-days written notice to City for failure of City to pay any sums when due.

c. City may terminate upon 30-days written notice for failure of Clackamas to perform services. In such event, City shall pay all amounts due and owing for Services through the termination date.

d.

e. Should Clackamas provide written notice to execute its right requiring additional insurance coverage, limits, and terms as provided for in Section 10(c), City may terminate this agreement upon 30-days written notice. Clackamas may terminate immediately should City not acquire the additional insurance coverage, limits, and terms required by and during the 45-day notice provided under Section 10(c).

f. Clackamas and City may terminate this Agreement immediately or at a date to be determined if both parties mutually agree to terminate the IGA. In such event, City shall pay all amounts due and owing for Services through the termination date.

9. Liability; Indemnity.

a. Each party shall be responsible for the acts of their own respective employees, officers, and agents under this Agreement. No party, nor any elected and appointed official, officer, board member, employee, volunteer, or agent thereof shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions, failure to act, or willful misconduct of the other party, their officers, board members, employees, volunteers or agents, in connection with this Agreement or arising out of any work performed under this Agreement.

b. To the extent limited by the tort claim limitations in Oregon Law (ORS 30.260 through 30.300) and the Oregon Constitution, Article XI, Section 7, Clackamas and City each agree to defend and indemnify each other against any third-party liabilities, causes of action, damages, or costs for injury or damage to life or property related to this Agreement or arising from actions or failures to act under this Agreement. However, neither Party shall be required to defend or indemnify the other Party for the malfeasance or willful misconduct of the other Party or the other Party's employees or agents. The obligations assumed hereunder shall survive the termination or expiration of this Agreement.

10. Insurance.

a. Each party shall maintain comprehensive general liability insurance or sufficient self-insurance reserves to cover all risks of damage or loss in the form of personal injury, bodily injury, or property damage for which either party may be liable for its acts or omissions done in the course and scope of its business, in the minimum amounts for which public entities are liable under Oregon Revised Statutes as those statutes now exist or may be amended.

b. Notwithstanding anything herein to the contrary, neither party shall be liable to the other for any loss or damage to their facilities, equipment or other property arising from any cause for which it could have insured against under the party's normal policies, such as fire. Each party, on behalf of its insurer, waives any right of subrogation that it might have against the other party.

c. Clackamas reserves the right to require additional insurance coverage, limits, and terms. This insurance shall be considered as primary insurance and exclusive of any insurance carried by Clackamas, and the insurance evidenced by the required certificates shall be exhausted first, notwithstanding the fact that Clackamas may have other valid and collectible insurance covering the same risk. Clackamas will provide City 45-days written notice prior to exercising this right.

11. Personnel/Workers Compensation. Employees or volunteers of each party shall remain employee/volunteer of that party, and are subject to the personnel policies, rules, and regulations solely of that party. Each party to this Agreement agrees to provide worker's compensation insurance coverage to its employees and volunteers. Each Party shall supervise their individual employees while working under this Agreement. The intent of this provision is to prevent the creation of any "special employer" relationships under Oregon workers' compensation law, PERS regulations, or other state or federal laws.

12. Waiver. The failure of either party to insist upon the strict performance of any of the terms, covenants or conditions of this Agreement shall not be deemed a waiver of any right or remedy that either party may have and shall not be deemed a waiver of either party's rights to require the

strict performance of all terms, covenants and conditions thereafter, nor a waiver of any remedy for the subsequent breach of any of the terms, covenants or conditions.

13. Force Majeure. No party to this Agreement shall be held responsible for delay or default caused by fires, riots, acts of God and/or war, labor shortages, pandemics, or other conditions beyond the Parties' reasonable control.

14. Dispute Resolution Process. In the event there are disputes or claims related to or arising under this Agreement, the following dispute resolution process will be followed. It is the intent of the parties to solve the disputes and claims at the lowest level possible, and the issues and resolutions will be documented by mutually agreeable memorandum, if applicable.

    a. Step 1: Consideration and resolution by and between the Clackamas Fire Marshal responsible for Fire Marshal services and the City Fire Chief regarding Appendix A.
    b. Step 2: If unresolved, consideration and resolution by the City of Gladstone City Administrator and Clackamas Fire District #1 Fire Chief.
    c. Step 3: If unresolved, consideration and resolution by the City of Gladstone City Council and Clackamas Fire District #1 Board of Directors.
    c. Step 4: In the event the disputes or claims cannot be resolved under the above Steps, the dispute or claim shall be subject to binding arbitration. Arbitration shall be conducted pursuant to the rules of the Arbitration Service of Portland, and shall be conducted in Clackamas County, Oregon, unless otherwise agreed by the parties.

        i. In the event of any arbitration arising out of or relating to this Agreement or the enforcement thereof, the prevailing party in such action shall be entitled to recover its reasonable attorney fees, costs, and expenses from the non-prevailing party.

        ii. The laws of the State of Oregon shall be applied in the interpretation, execution, and enforcement of this Agreement.

15. Amendment. This Agreement may only be amended in writing executed by both Parties.

16. Notices. All notices under this Agreement shall be deemed to be given when delivered to the person designated below. Notices may be personally delivered, emailed, or sent by regular mail. Notices shall be deemed delivered when personally delivered, when three (3) day have elapsed after it is deposited in the United States mail in a sealed envelope, with registered or certified mail postage prepaid, or on the next non-holiday business day if sent by express mail, or by electronic means, to the party to which the Notice is being given.

Gladstone Fire Department	Clackamas Fire District #1
Fire Chief	Fire Chief
555 Portland Ave.	11300 SE Fuller Rd.
Gladstone, OR 97027	Milwaukie, OR 97222

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as dated below.

City of Gladstone	Clackamas Fire District #1
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Appendix A

Fire Marshal's Office Services-Scope of Work

1. Clackamas Fire Marshal's Office (FMO) will provide the following services: fire code enforcement and engineering. Fire investigations will be billed at a per hour rate and are included in the compensation appendix.
2. Clackamas FMO staff will follow Clackamas policies and procedures as they relate to enforcement, engineering and fire investigations.
3. Administrative services will be handled by Clackamas FMO staff. Services to include public inquiries, public records requests, and daily phone calls related to fire code enforcement, engineering, and fire investigations.
4. Public education requests or presentations are excluded from this agreement and remain the responsibility of City.
5. Citizen inquiries relating to engineering, enforcement, and investigations will be handled by the Clackamas FMO staff.
6. The Clackamas Fire Marshal will provide monthly reports on Agreement-related activities to the City Fire Chief.

<u>Enforcement</u>

1. City to provide Clackamas a hard copy list of all current occupancies within City response area.
2. Clackamas will provide commercial occupancy inspections. This includes (B) Business, (M) Mercantile, (S) Storage, (F) Factory, (I) Institution, (E) Education, (A) Assembly, (R) Residential and (H) Hazardous Materials.
3. All occupancy inspections will be entered into Clackamas records management system ESO.
4. City occupancies will follow Clackamas two-year inspection rotation.
5. State licensing inspections will be conducted by the FMO.
6. Re-inspections will be conducted by the FMO.

<u>Engineering</u>

1. All plan review approvals and acceptance testing will be entered into ESO.
2. Clackamas will conduct fire apparatus access and water supply plan reviews as permitted per ORS 476 and 478.
3. Clackamas will be available for consultation with the building departments (contract and county) for fire and life safety reviews.
4. Clackamas when requested by the county building department, will attend building finals, acceptance testing, and new construction site visits.
    a. It is understood that the building departments will remain the permitting authority for all permit activities and building that occurs and that all correspondence for new construction will primarily come from the building department.

<u>Fire Investigation</u>

1. Clackamas will provide access to the on-call fire investigator for fires that meet the established Clackamas SOP call out criteria.
2. Clackamas agrees that the on-call fire investigator is a certified NFPA Fire Investigator.
3. All fire investigations conducted within City will be recorded into ESO or City's incident reporting system.

4. Completed fire investigations will include an origin and cause report and documentation associated with conducting a complete investigation.
5. Clackamas FMO Fire Investigators will assume lead on all City fire investigations.
6. All fires that occur within City service area and meet the call out criteria, will be Clackamas responsibility to investigate during this contract. Clackamas FMO staff will request assistance from City if needed.
7. Following fire suppression operations, City will release the fire scene to Clackamas Fire Investigators. Clackamas Fire Investigators will assume control of the fire scene.
8. City staff will be responsible for any PIO related requests.
9. Per Clackamas policy, fire investigations are conducted with two fire investigators.
10. Fire investigation origin and cause will be billed at a per hour rate per investigator.
11. Administrative duties such as report writing and providing testimony will also be billed at a per hour rate.

Fire Investigation Services Procedure

1. City Command Staff notifies CCOM that an "on-call Clackamas fire investigator" is needed to assist with a fire investigation. The FM1GRP will be paged.
2. City Command Staff must provide a call back number to CCOM. Call back number is given to the on-call fire investigator.
3. Clackamas Fire Investigators have up to 20 minutes to call Command Staff.
4. Clackamas Fire Investigators will respond promptly after conferring with Incident Command. The Fire Investigator may be delayed due to concurrent incidents and will inform Incident Command of such circumstances. A Clackamas Fire Investigator should be called out as soon as possible or if the initial scene size up determines to be heavy smoke and/or flames.
5. Upon arrival, the Clackamas Fire Investigator will check in with the Incident Command.
6. City Incident Command will maintain accountability of Clackamas Fire Investigator(s) while in command of the scene.
7. Clackamas Fire Investigators will only assume control of a fire scene after the incident commander provides a briefing and the investigator verbally accepts responsibility for the scene.
8. Clackamas Fire Investigators will have their own personal protective equipment and supplies.
9. Clackamas Fire Investigator will coordinate with Clackamas Incident Commander to ensure property is secured prior to leaving the scene.
10. Once the Clackamas Fire Investigator has completed the origin and cause investigation, the Fire Investigator will notify City and provide updates.
11. Within two weeks of Clackamas completing the origin and cause investigation, Clackamas Fire Investigators will provide a complete written report to City Fire Chief. In the event that the report cannot be completed within two weeks due to ongoing investigation activities (e.g., third-party examination of materials and/or equipment), Clackamas will inform the City Fire Chief of such status and provide the written report when it is completed.

Compensation

$56,795.00: Cost to include enforcement, engineering, administrative duties and stand-by pager pay. Clackamas will bill City for fire investigation activities at Clackamas's actual cost (salary and benefits). For any work conducted outside the assigned investigator(s) regular schedule, City will be billed at a three-hour minimum and at Clackamas overtime rates. Billed activities will include all aspects of a fire investigation and will be calculated at the nearest quarter hour.

Example of Fire Investigation Rates (rates include benefit costs and are subject to contractual increases):

1st Step-Lt. DFM Rates:	3rd Step-Fire Inspector:
Hourly rate: $77.79; OT rate: $116.68	Hourly rate: $68.32; OT rate: $102.48

Clackamas Fire District #1

Memo

TO: Clackamas Fire District #1 Board of Directors

FROM: Fire Chief Fred Charlton
CC:
DATE: April 19, 2021
RE: Amended IGA Update – Addendum #3

At the request of Estacada Fire District No. 69 (EFD), Clackamas Fire District #1 (CFD) has been asked to create an Addendum #3 to the current Intergovernmental Agreement (IGA) between both parties for Fire Protection and Emergency Medical Services which began January 1, 2020. This amendment is referenced as Addendum #3 to support returning assets back to EFD as the transition of services takes place. The current IGA expires on June 30, 2021, and CFD is working in good faith to transition all services. The addendum will transfer back to EFD, fire apparatus to include Engine 330 and Rehab 330. This transfer will take place on or before May 1, 2021. The apparatus is further defined as follows:

- Fire Apparatus (Engine 330) 2011 Pierce Impel VIN – 4P1CJ01A7AA011436
- Fire Apparatus (Rehab 330) 2008 Ford F550 VIN - 1FDAW57Y28EE54871

These assets are now for the exclusive use of EFD and are insured through the Special Districts Insurance Services policy.

Matthew Silva
Estacada Fire District No. 69 Board President
04-15-2021

John McAdoo
Estacada Fire District No. 69 Board Secretary/Treasurer
04-15-2021

Fred Charlton
Clackamas Fire District #1 Fire Chief
04-19-2021

Intergovernmental Agreement for Fire Protection and Emergency Medical Services
Addendum #3

BETWEEN: Clackamas Fire District #1 **("District")**

AND: Estacada Fire District No.69 **("EFD")**

EFFECTIVE DATE: May 1, 2021

RECITALS

A. District and EFD are parties to an intergovernmental agreement (the "IGA"), effective January 1, 2020, that requires District to provide fire protection, fire prevention, emergency, and related services ("Services") to EFD.

B. Section 8 of the IGA authorizes District to use and possess certain facilities and equipment owned by EFD ("Assets") to provide Services required under the IGA and requires District to pay for property insurance covering the Assets.

C. Section 10(B) of the IGA required District and EFD to work towards a merger under the procedures of ORS 198.895 to 198.915 by submitting a vote to the electors at the November 3, 2020 election.

D. Electors did not approve the proposed merger at the November 3, 2020 election and thus, District and EFD wish to enter into an agreement governing the return of certain Assets / Services from District to EFD prior to expiration of the IGA.

ADDENDUM

District and EFD agree as follows:

1. For purposes of this Addendum, the returned Assets / Services include:

   a. Fire Apparatus (Engine 330) 2011 Pierce Impel VIN – 4P1CJ01A7AA011436
   b. Fire Apparatus (Rehab 330) 2008 Ford F550 VIN - 1FDAW57Y28EE54871

2. District hereby returns and EFD hereby accepts full and exclusive ownership, management, and possession of the assets / services listed above on or before May 1, 2021 ("Transfer Date").

3. Responsibility to pay for property insurance, maintenance, and all other upkeep responsibilities regarding a returned Asset identified in Section 1 of this Addendum, shall transfer from District on May 1, 2021. Upon transfer of the returned Asset to EFD,

EFD assumes full and sole responsibility for the returned Asset, including the responsibility to insure the returned Asset. Upon the Transfer Date, the parties shall no longer be bound by the provisions of the IGA (including specifically Section 8(C) of the IGA) as the IGA relates to that particular returned Asset / Service.

5. Assets / Services identified in this Addendum shall be transferred in “as is” condition, without warranty of any kind or of any nature.

6. Except as specifically provided in this Addendum, the IGA remains in full force and effect.

District:	EFD:
_____	_____
Fred Charlton, Fire Chief	Matthew Silva, Board President
Clackamas Fire District #1	Estacada Fire District No.69
Date:_____	Date:_____

Clackamas Fire District #1

Memo

To: Board of Directors
Fire Chief Fred Charlton

From: Division Chief Michael Carlsen

CC:

Date: April 19, 2021

Re: Fuller/Causey Crosswalk Project

Action Requested

Request Board authorization for the Fire Chief to enter into the permanent Right of Way Easement for Road Purpose and a Temporary Construction Easement with the Clackamas County Department of Transportation and Development for Fuller/Causey Crosswalk.

Background

Clackamas County Department of Transportation and Development will be completing several enhancements to crosswalks in order to increase visibility and pedestrian safety. These visibility and safety improvements will impact the Fire Districts' Town Center Community Fire Station 1 located at 11300 SE Fuller Road.

This project will take place on the northwest edge of the Fire Station property to provide an increase of visibility and pedestrian safety. The County is requesting a permanent right of way easement to allow for the work to be completed. The County will compensate the Fire District $6,368.00 for the permanent easement (Tax Lot 12E32AD03300).

The County has and will continue to provide the required legal documentation as well as administrative support to execute the sale of the lot. This includes W-9 form, Title VI Survey, Offer letters, appraisals, notary public etc.

The sale of the property will not impact the District's emergency response mission nor will the easement impact the District's future plan for the property.

Recommendation

Staff recommends that the Board authorize the Fire Chief to accept the County's offer to purchase the easement at Tax Lot 12E32AD0330, with the Clackamas County Department of Transportation and Development for the Fuller Causey Ave. Crosswalk Improvements.

ACQUISITION SUMMARY STATEMENT
For Administrative Determination of Just Compensation

Agency: Clackamas County — Date: January 26, 2021
Project: Fuller Causey Crosswalk Improvement; Project No. 22289
File No: 1
Tax Map: 12E32AD03300
Situs: 11300 SE Fuller Rd., Milwaukie, OR 97222

Owner Name:	Clackamas County Fire District No. 1	
Owner Address:	11300 SE Fuller Rd. Milwaukie, OR 97222	
Current Zoning:	HDR (High Density Residential) 1.38 AC – portion affected by this acquisition RCC (Regional Center Commercial) 0.15 AC	
Subject Parcel Size:	1.55 acres	
Highest and Best Use:	Before: Residential	After: Unchanged
Access:	Before: SE Fuller Rd. and SE Causey Ave.	After: Unchanged

Easements Acquired:
Permanent Right of Way Easement 167 S.F.
Temporary Construction Easement 293 S.F.

Improvements in Acquisition Areas:
460 SF of grass located within both the permanent and temporary easement areas.
2 rose bushes located within the temporary easement area.

Valuation:

Permanent Easement: 167 SF x $17.16/SF x 100% lost utility = $2,866 rounded	$2,866.00
Temporary Construction Easement: 293 SF x $17.16/SF x 8% x 6 months = $201 rounded County Minimum Consideration Used	$500.00
Improvements: 460 SF grass @ $6.33/SF = $2,912 rounded Two (2) rose bushes @ $45 each = $90	$3,002.00
Total Just Compensation:	**$6,368.00**

Valuation Methodology: Recent sales of similar size and zoning designation as the subject were considered to determine just compensation for the easements. For vacant land sales, the sale price was divided by its area to estimate a square foot unit value. For improved sales, staff utilized the land-to-value ratio to determine the portion of the sale price that represents land value as indicated by the County Assessor's Office 2020/2021 assessment. Using your tax lot 12E32AD03300 as an example, the Assessor's current Total Real Market Value is $2,484,482, and the Real Market Value of the land is $996,562. The land is 40% of the total value. Therefore, the indicated land-to-value ratio for your property is 40%. The indicated ratio of each improved sale was applied to the sale price to estimate the amount attributed to the land. That amount was then divided by the area of that property to arrive at a per square foot unit value for the land.

The value of a permanent easement is based on the loss in value of the marketable utility of the land encumbered by the easement. The Permanent Right of Way Easement will be used as a county road. Therefore, the loss of marketable utility is tantamount to a fee acquisition. As such, compensation will be calculated at 100% of the fee value.

A temporary easement is similar to a ground lease because it grants a possessory right to the grantee during the term of the easement. An annual rate of 8% of the underlying unit value has been used to calculate the value of the temporary easement. The temporary easement will be needed for 6 months. The formula is as follows: ($/SF unit value) x (size in square feet of the easement) x (0.08 or 8%) x (0.5 half a year).

The following 5 sales were reviewed to estimate the value of the easements:

1. Tax Lot 12E32AA04100 sold on 9/2/2020 for $260,000. It is a 0.2 acre improved lot located at 10844 SE 77th Ave. in Milwaukie, with an assessed land to value ratio of 50%. It is zoned R7. The sale price indicates a land value of $14.91 per square foot.

2. Tax Lot 12E32AD00700 sold on 11/19/2020 for $310,000. It is a 0.32 acre improved lot located at 11066 SE 78th Ct. in Milwaukie, with an assessed land to value ratio of 60%. It is zoned R10. The sale price indicates a land value of $13.41 per square foot.

3. Tax Lot 22E16BB09500 sold on 9/3/2020 for $193,500. It is a 0.29 acre vacant lot located at 8353 SE Down Ct. in Milwaukie. It is zoned R8.5. The sale price indicates a land value of $15.32 per square foot.

4. Tax Lot 22E06AB00100 sold on 10/28/2019 for $142,000. It is a 0.19 acre vacant lot located on SE Lake Rd. in Milwaukie. It is zoned R10. The sale price indicates a land value of $17.16 per square foot.

5. Tax Lot 12E29DA01400 sold on 9/18/2018 for $220,000. It is a 0.32 acre vacant lot located at 8033 SE Lamphier St. in Milwaukie. It is zoned HDR. The sale price indicates a land value of $15.78 per square foot.

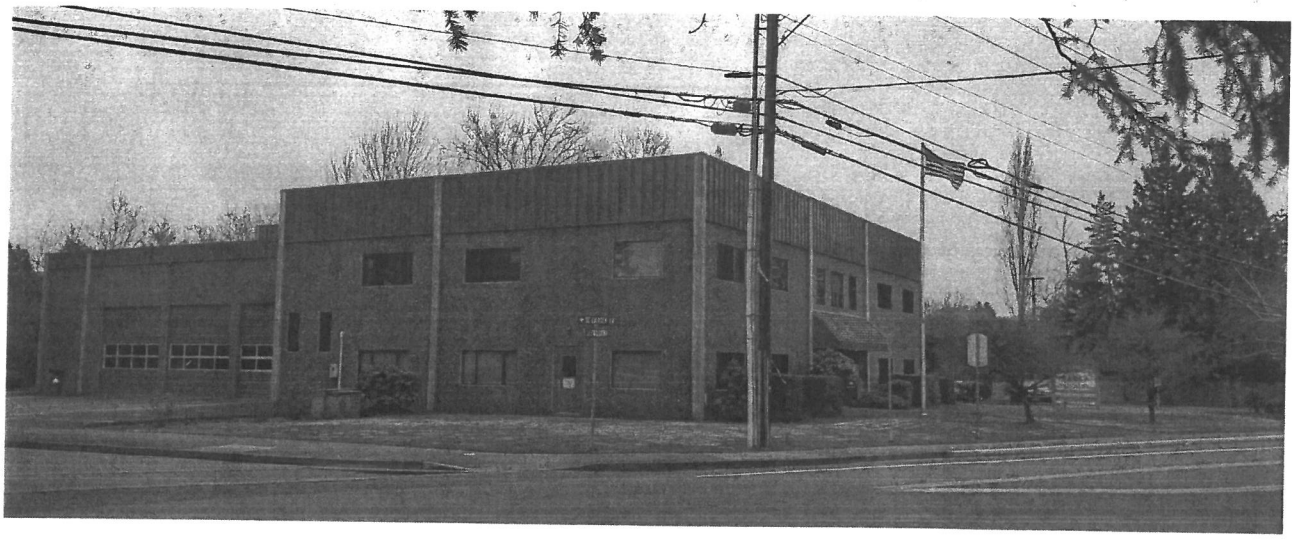
Based on the information set forth above, the unit value of **$17.16 per square foot** was used to value the easements.

This valuation is predicated upon the following assumptions:

1. The project will be constructed according to the attached construction plan sheet.

NOTICE TO VACATE: Written notice to vacate will not be required. Possession will be upon payment.

The following separately held ownership interests are not included in the total just compensation shown above: None.



Mendi Houx
Clackamas County Right of Way Agent
Dept. of Transportation and Development
Engineering Construction Division

Date

Recommended for Approval: Yes
Just Compensation Release: $6,368.00

Sharan LaDuca

March 8, 2021

Sharan LaDuca, SR/WA
Clackamas County Sr. Right of Way Agent
Dept. of Transportation and Development
Engineering Construction Division

Date

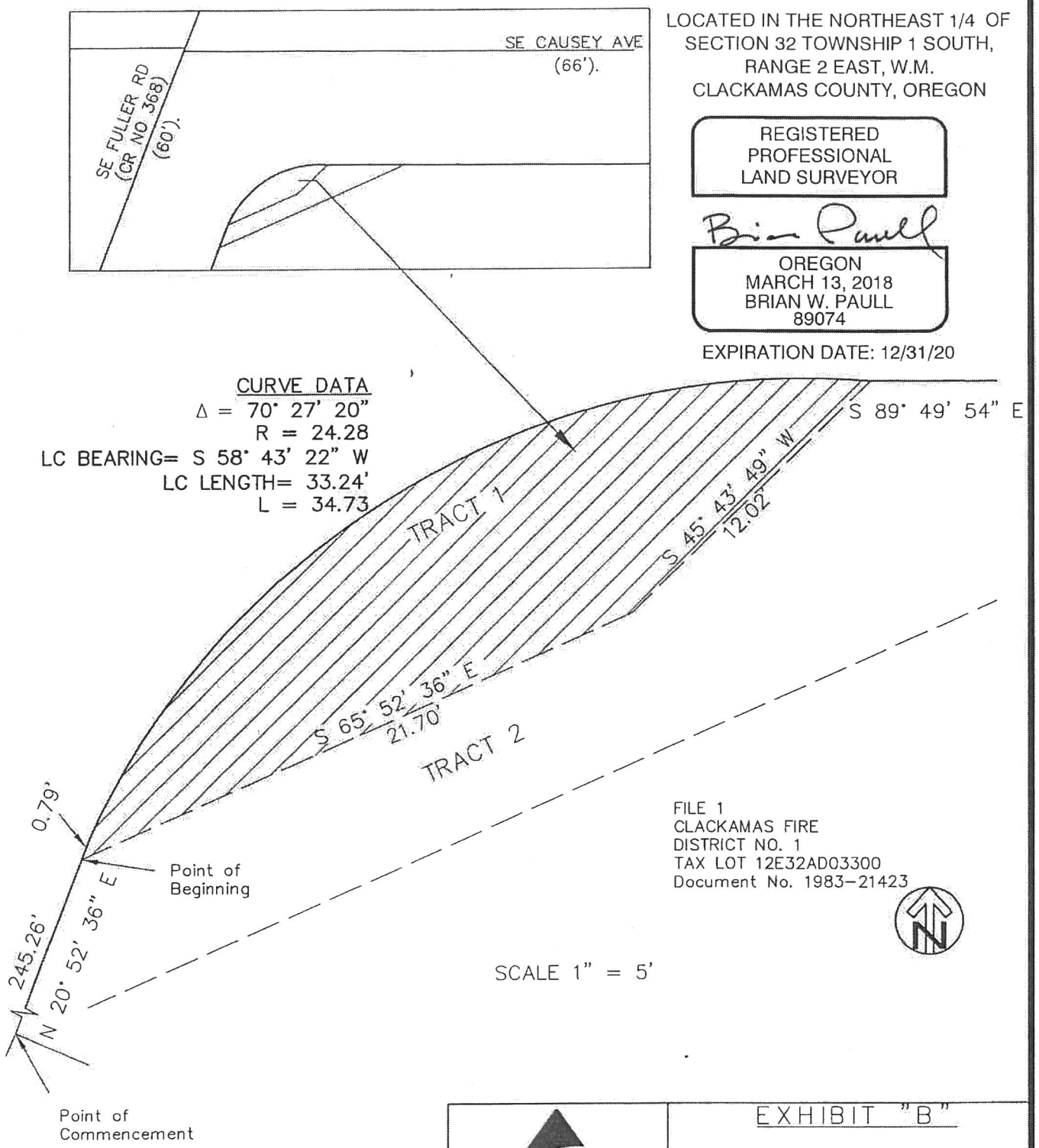
LOCATED IN THE NORTHEAST 1/4 OF SECTION 32 TOWNSHIP 1 SOUTH, RANGE 2 EAST, W.M. CLACKAMAS COUNTY, OREGON

REGISTERED PROFESSIONAL LAND SURVEYOR

Brian Paull

OREGON
MARCH 13, 2018
BRIAN W. PAULL
89074

EXPIRATION DATE: 12/31/20



TRACT 1
PERMANENT RIGHT OF WAY EASEMENT
AREA = 167 SF

CLACKAMAS COUNTY

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

EXHIBIT "B"

SE FULLER ROAD AND SE HARMONY DR.

PAGE 1 OF 2

PERMANENT ROW EASEMENT
CLACKAMAS FIRE
DISTRICT NO. 1

RD. FILE NO.	DRAWN BY	DESIGN BY	DATE:
CI22289	BWP	BWP	10-12-20

Fire Chief's Office

To: Chief Fred Charlton and the Board of Directors

From: Public Affairs Battalion Chief Brandon Paxton

Re: Public Affairs Department Monthly Report – March 2021

District or Community Events:

- Patient reunion with Engine 317 and Medic 316 on March 6
- Virtual Volunteer Recruit Academy 20-01 Graduation and Swearing-In on March 31

Earned Media (TV, Radio, and Print):

Total Story Count:	21
Total Audience:	361,123
*Total Calculated Ad Value:	$4,454
*Total Calculated Publicity Value:	$13,360

*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: 25,980 Followers (25,990 in February)
- Instagram: 11,348 Followers (11,345 in February)
- Facebook: 26,814 Followers (26,739 in February)

Public Messaging and Campaigns:

- Backyard burn season education: call daily burn line, do not call 911 for smoke complaints, and report smoke complaints to DEQ
- Recruitment: Chief Financial Officer and Forestry Technicians and Supervisors
- Special District Election for available Board of Director positions
- Available Budget Committee positions
- Smoke alarms: test to ensure working properly and if hardwired, change batteries after power outages
- Vehicle extrication and burn-to-learn training

- Clackamas Emergency Services Foundation's Wildfire Relief Fund
- Oregon Office of Emergency Management "Get Shake Alert" free webinar
- School zones and pedestrian safety
- Retirement of Captain Ed Riordan

Meetings Attended:

- Public Affairs meeting, occurs weekly on Tuesdays, Zoom
- BC/DC meeting, occurs weekly on Tuesdays and Thursdays, Zoom
- All Chief meeting, occurs weekly on Wednesdays, Teams
- Estacada Fire Website and Facebook Transition meeting, occurs weekly on Thursdays
- COVID-19 Planning meeting, Teams, March 1
- Wildfire AAR meeting, Teams, March 9, 23
- Board Interagency Committee meeting with Sandy Fire, Zoom, March 10
- COVID-19 Command and General meeting, Teams, March 15
- Review of Wildfire Public Affairs Claim with Finance Director Day, March 16
- Oregon Law Enforcement and Fire PIO meeting, Teams, March 18
- Budget meeting, Teams, March 29, 30
- Interagency Committee meeting with the City of Gladstone, Zoom, March 30
- Board Interagency Committee meeting with Sandy Fire, Zoom, March 31
- PIO Paxton attended the virtual McLoughlin Neighborhood Association meeting and provided Fire District updates on the following:
    - Assisting Clackamas County Public Health with facilitating COVID-19 vaccinations
    - Community meeting room usage and public events and appearances remain suspended
    - Crew 30 (20-person hand crew, focused on fuel mitigation and responding to local brush fires)
    - Clackamas Fire Prepares: Ready, Set, Go!
    - Evaluating response and working on state and federal reimbursements
    - Fire Chief transition

Emergency Management

From: Emergency Manager Gregg Ramirez

Major projects:

- Conducted the winter storm Post Damage Assessment (PDA) assesment with the FEMA region X staff. Reported damages = $57,000. FEMA reimbursment pending.
- Submitted a grant application to the State Homeland Security Program (SHSP) to fund an unmanned aerial system (drones). The application will be considered for funding at the state level at a date TBD. The application will be submitted as a joint venture with the Milwaukie Police Department.
- Reported winter storm After Action Review (AAR) results to senior staff.

Work on-going:

- CERT policy/procedure development
- 40 hr staff reintegration planning
- Wildfire work plans resulting from the AAR

CERT Activity:

- 15 CERT members provided 310 hours of support to the Clackamas County Health Division, COVID-19 vaccination effort.

Public Education

From: Deputy Fire Marshal Captain Kari Shanklin

Public Education staff worked with the Fire Marshal's Office staff and apparatus companies to conduct or participate in 10 community activities in March 2021.These included virtual presentations for the Clackamas County Children's Commission, File of Life requests, and attendance at various community meetings. In-person fire safety presentations, station tours, and a number of other public events are temporarily suspended.

Additional notes from Public Education staff:

- Public Education and Public Information staff worked on the script for the *Clackamas Fire Prepares: Ready, Set, Go!* program for the wildland fire prevention and preparation video, and were on-site at Station 10 for the filming that featured AO Steve McAdoo and the crew.
- Staff created a draft Wildfire Action Plan document
- Staff worked on EMT recertification skills
- Staff worked on organizing fire district branding items, brochures, junior helmets, etc. from Station 3 to Station 15

Respectfully submitted,

Public Affairs Battalion Chief 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 – March 2021

- Participated in COVID-19 Incident Action Plan Planning and Operational Meetings.
- Reviewed and updated the Chief Financial Officer job description and position posting.
- Participated in the Fire Chief transition meetings.
- Met with probationary Lieutenants to discuss expectations.
- Participated in Chief Interviews for Division Chief, Battalion Chief, Captain, and Lieutenant.
- Attended Board Executive Committee Meeting.
- Attended the monthly Fire Defense Board Meeting.
- Reviewed and updated draft Civil Service Rules and testing packets.
- Met with Firefighter Bargaining Team for bargaining.
- Attended the Clackamas Fire / Sandy Fire Interagency Meetings.
- Attended weekly Battalion Chief group meetings.
- Met with staff regarding Intergovernmental Agreements.
- Met with Battalion Chief Bargaining Team for bargaining.
- Met with staff regarding performance appraisals.
- Reviewed and updated Year-to-Date and Long-Range Financial Plans.
- Participated in Oregon City Chamber Board 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: Human Resources Director Trish Noble

Re: Human Resources Department Monthly Report – March 2021

- Completed archiving for 50+ HR related boxes
- Met with Lieutenants to discuss testing for their probation requirements
- Continued support of Operations with NEOGOV posting, background checks, and new hire forms for Forestry Tech I, Forestry Tech II, and Forestry Supervisor
- Attended the NEOGOV Quarterly Update Webinar
- Coordinated various Chief interviews
- Created the CFO job posting, advertising, and application review
- Created ATO job posting
- Updated employee files with certifications, PAFs, comp time, change of address, new employee information/bios, etc.
- Began work on April's Civil Service packet including Civil Service rules, Suppression Captain, and Fire Inspector
- Attended a presentation by the City of Hillsboro regarding diversity, equity, and inclusion
- Spoke with Steve from FPSI regarding using their services for our Entry Level testing
- Worked with BC Olson to wrap up final Wildfire hand crew job offers, background checks, and preemployment screenings. Fire crew boss began work on April 1st and the rest of the hand crew members will begin their seasonal employment on April 8th.
- Completed background checks for new CERT recruits
- Met with probationary officers who were completing task book training requirements for check off with Human Resource Department personnel
- Collected bargaining agreements from neighboring fire districts and cities for upcoming labor negotiations
- Ran completion reports for first round quarterly check-ins via new JotForm platform
- Worked with SAIF on continuing COVID-19 claims relating to exposures and vaccinations

- Coordinated revisions and updates for new district-wide policies with PS Grisham to ensure updates and current policies are showing accurate document list following the transition of D1net files to SharePoint.
- Assisted department branches with personnel issues and disciplinary processes
- Processed subpoena, bereavement, jury duty and OFLA/ FMLA leave for personnel
- Processed tuition reimbursements requests
- Worker's Comp claims and return to work for new claims and light duty assignments

- **Benefits:**
  - Continue to work on claim issues
  - Worked on and sent in the IRS 1094-C tax ACA form
  - Attended a ARPA Benefits Compliance updates & FAQ briefing
  - Held an Insurance Committee meeting. Went over the estimated rate increase. Will finalize the number in the next couple weeks.
  - Emailed out information for our new complimentary benefits featuring Counseling and Financial Services through our *New Benefits*
  - Attended 4th Quarter Deferred Comp Meeting to go over our plans review with HYAS and VOYA
- **LBG:**
  - Worked with Kristen with LBG to explore creative ways to get our employees to take advantage of the many options that we have put in place to help, not only in lowering the plan's claims cost, but their out-of-pocket expenses.
  - Worked with Kris on ongoing and new claim issues
- **Health Trust:**
  - In March, the Trust paid out an offset to 46 members and a total of $6,020.35.
  - Received a letter from the IRS stating that they have received our documents and payment, requesting to reinstate our Tax-Exempt status. They will be reviewing, and we should receive a determination letter within 90 days, unless they need more information and then it would be longer.

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 – March 2021

To reduce the potential spread of COVID-19, Finance staffers continue to work remotely.

- Budget
  - Staff continue to monitor year-end projections for FY2020-21, including unanticipated activity due to COVID-19, wildfires, and ice storms.
  - After reviewing the Clackamas County AV growth and collection estimates, staff has developed a budget around a growth rate of 4.0% and collections rate of 95.5%.
  - The FY2021-22 budget is in the final stages of review and balancing.
  - Recruitment for Budget Committee members is underway, with interviews scheduled for April 14, 2021 to fill two vacancies.
  - Due to several changes and challenges, staff are working to schedule a third Budget Committee meeting in May in case further discussion is needed.
  - Staff are considering a 3rd supplemental budget for the May or June Board meeting as well, based on the multiple high-cost events during this fiscal year.

- Conflagrations / Wildfires
  - FEMA – Program Specialists Fielman and Holst have submitted a FEMA reimbursement request under the Public Assistance plan for expenses incurred before and after the conflagration time period. The claim totals approximately $190,000.

- Other
  - Director Day has been working with the Chiefs on the recruitment for a new Chief Financial Officer after her retirement planned for June 30. At this point, the posting has closed with a deep pool of strong candidates that will progress through the process. Interviews are anticipated for April 21st & 22nd.

Looking Ahead:

April 2021
- April 14th – Budget Committee member interviews
- April 19th – Budget Committee members appointed at Board meeting

May 2021

- May 13th – 1st Budget Committee meeting
- May 15th – Tax returns for Foundation due for filing
- Week of May 17th – tentative additional Budget Committee meeting
- May 27th – 2nd Budget Committee meeting

June 2021

- June 21st - Budget Hearing for adoption

Respectfully submitted,

Finance Director Christina Day

FINANCIAL REPORT – Period ending March 31, 2021 (FY2020-21)

General Fund 10
As of March 31, 2021, Fiscal Year 2020-2021 is 75.0% complete.

Revenues: The General Fund has received $55,246,089 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. Ambulance Transport is generating revenues of $710,358 at 123.5% of the budget before the costs of collection are netted out. GEMT revenue for FY19-20 is $382,531. Conflagration Reimbursement is $1,915,235 to date. This fund has received $126,121 in interest revenues to date. Additional revenues from contracts, and other sources total another $4,970,443.

Expenditures: The General Fund has actual expenditures (excluding encumbrances and depreciation expense) in the following categories through March 2021:

Category:	% of Budget Used
Salaries & Benefits	79.3%
Materials & Services	68.8%
Capital Outlay	0%

Equipment Reserve Fund 20
Total expenditures in this fund equal $117,690. This fund has received $2,011 in interest and $29,182 in surplus sales revenues to date.

Capital Projects Fund 30
Total expenditures in this fund equal $1,538,921 through March 2021. This fund has received $25,157 in interest revenues to date.

Enterprise Fund 40
There are no expenditures in this fund. This fund has received $115 in interest revenue.

Debt Service Fund 50
Total expenditures in this fund equal $476,475. This fund has received $2,181,122 in property tax revenues this year, along with $11,775 in interest earnings.

Bond Construction Fund 60
Total expenditures for bond project-related construction costs equal $233,653 through March 2021. This fund has a transfer from Fund 30 of $240,198.

Investment Activity

Short-term Investment Portfolio
The table below indicates the balances of cash accounts as of March 31, 2021.

Short-term Investments as of March 31,2021	
Local Government Investment Pool	$35,380,872.28
Key Bank Checking	$ 1,964,423.93
TOTAL:	**$ 37,345,296.21**

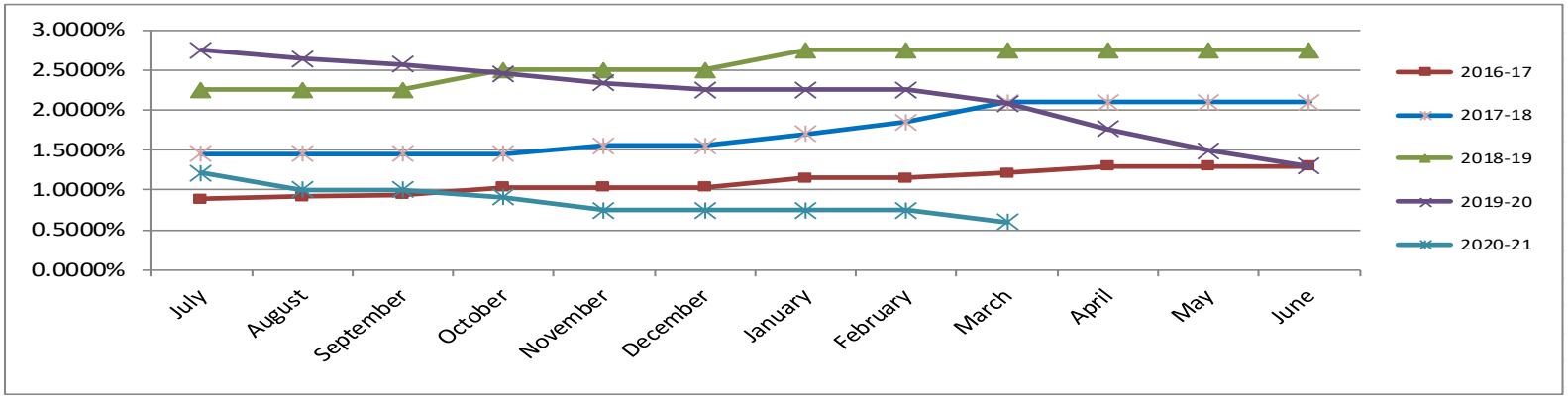
The Oregon LGIP interest rate is 0.60% in March 2021.

Clackamas Fire District No. 1			
LGIP Monthly Interest Rate Averages			**Monthly Earnings LGIP**
March	2020	2.080%	$72,611.31
April	2020	1.760%	$52,310.78
May	2020	1.490%	$39,910.30
June	2020	1.300%	$27,402.03
July	2020	1.210%	$21,966.74
August	2020	1.000%	$13,806.68
September	2020	1.000%	$ 9,160.94
October	2020	0.910%	$ 4,291.31
November	2020	0.750%	$11,499.63
December	2020	0.750%	$31,531.81
January	2021	0.750%	$29,358.51
February	2021	0.750%	$24,003.23
March	2021	0.600%	$19,771.38

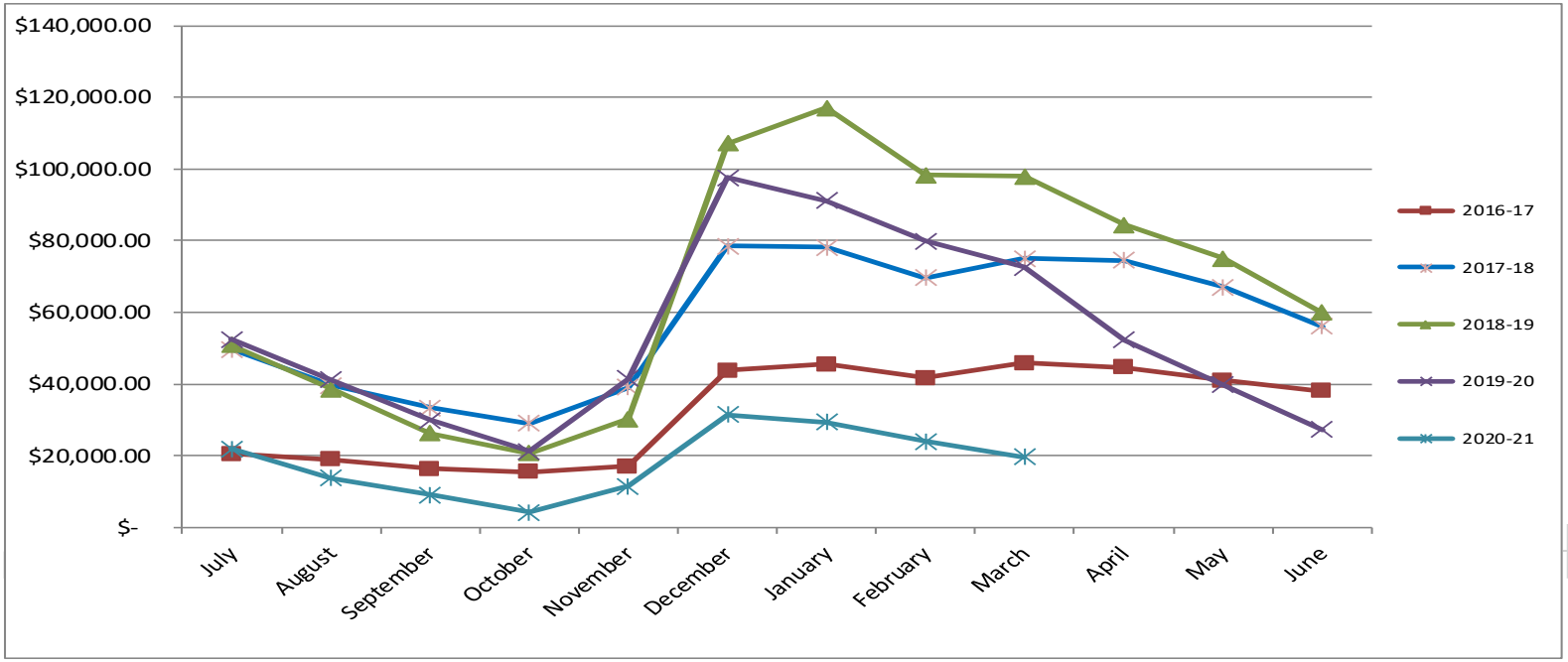
Clackamas Fire District #1

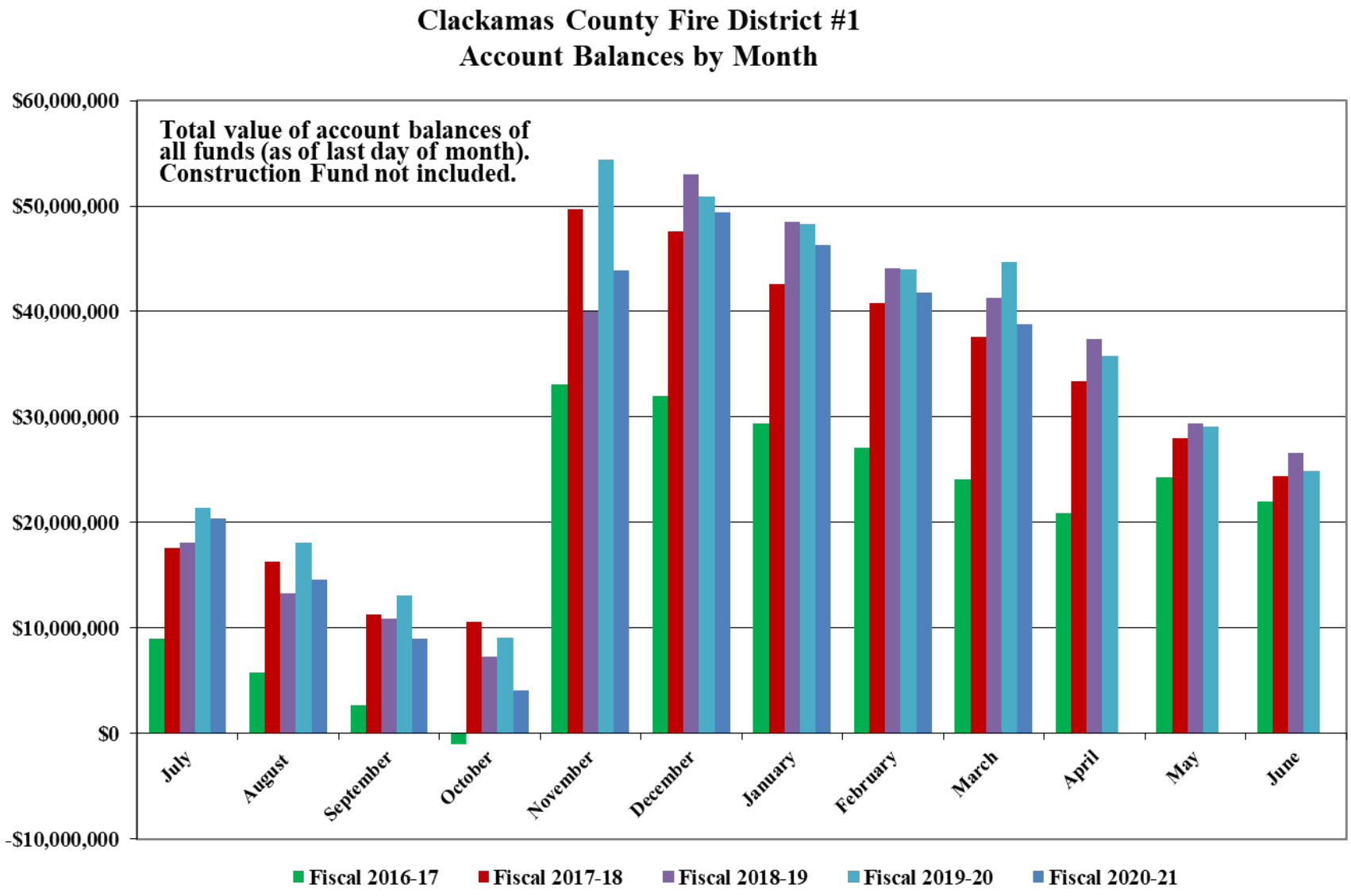
LGIP Interest Rates and Revenue

Interest Rates - Fiscal 2016-17 to Present



Interest Revenue - Fiscal 2016-17 to Present




Clackamas County Fire District #1
Account Balances by Month
Total value of account balances of all funds (as of last day of month). Construction Fund not included.
$60,000,000
$50,000,000
$40,000,000
$30,000,000
$20,000,000
$10,000,000
$0
-$10,000,000
July
August
September
October
November
December
January
February
March
April
May
June
Fiscal 2016-17
Fiscal 2017-18
Fiscal 2018-19
Fiscal 2019-20
Fiscal 2020-21

Clackamas Fire District

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

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	-20,089,198.00	1,864,200.00	-18,224,998.00	0.00	0.00	-18,224,998.00	.0%
TOTAL Beg Fund Bal	-20,089,198.00	1,864,200.00	-18,224,998.00	0.00	0.00	-18,224,998.00	.0%
01 Tax Revenues							
4450 Current Year Prop Taxes	-55,796,309.00	0.00	-55,796,309.00	-54,650,385.06	0.00	-1,145,923.94	97.9%
4455 Prior Year Prop Taxes	-1,220,310.00	0.00	-1,220,310.00	-566,464.62	0.00	-653,845.38	46.4%
4460 Other Taxes	-8,000.00	0.00	-8,000.00	-29,239.46	0.00	21,239.46	365.5%
TOTAL Tax Revenues	-57,024,619.00	0.00	-57,024,619.00	-55,246,089.14	0.00	-1,778,529.86	96.9%
03 Interest							
4490 Investment Interest	-375,000.00	0.00	-375,000.00	-126,121.02	0.00	-248,878.98	33.6%
TOTAL Interest	-375,000.00	0.00	-375,000.00	-126,121.02	0.00	-248,878.98	33.6%
04 Other Revenues							
4500 Contract Revenue	-3,052,033.00	-178,791.00	-3,230,824.00	-2,423,002.06	0.00	-807,821.94	75.0%
4510 ASA Revenue	-135,000.00	0.00	-135,000.00	-100,840.89	0.00	-34,159.11	74.7%
4512 Medical Supply Reimb	-90,000.00	0.00	-90,000.00	-77,422.50	0.00	-12,577.50	86.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
4513 Other Reimbursements	-200,000.00	-54,197.00	-254,197.00	-338,340.75	0.00	84,143.75	133.1%
4538 Service Cost Recovery	-75,000.00	0.00	-75,000.00	-46,587.49	0.00	-28,412.51	62.1%
4539 Conflagration Reimbursement	0.00	-1,915,304.00	-1,915,304.00	-1,915,235.80	0.00	-68.20	100.0%
4541 Sale of Inventory/Services/Eqp	0.00	0.00	0.00	-52,751.17	0.00	52,751.17	100.0%
4542 Sale of Goods/Services/Eqpt	0.00	0.00	0.00	0.02	0.00	-0.02	100.0%
4545 Other Post-Employ Bene Revenue	-600,000.00	0.00	-600,000.00	-469,553.37	0.00	-130,446.63	78.3%
4560 Grant Revenue	-140,450.00	-774,148.00	-914,598.00	-621,986.56	0.00	-292,611.44	68.0%
4569 GEMT Revenue	-500,000.00	117,468.00	-382,532.00	-382,531.00	0.00	-1.00	100.0%
4570 Transportation Response Revenu	-575,000.00	0.00	-575,000.00	-710,358.08	200.00	135,158.08	123.5%
4571 Other Revenues	-432,999.95	-68,210.00	-501,209.95	-457,426.90	0.00	-43,783.05	91.3%
TOTAL Other Revenues	-5,800,482.95	-2,873,182.00	-8,673,664.95	-7,596,036.55	200.00	-1,077,828.40	87.6%
05 Transfers In							
4610 Transfers from other Funds	-363,000.00	0.00	-363,000.00	-363,000.00	0.00	0.00	100.0%
TOTAL Transfers In	-363,000.00	0.00	-363,000.00	-363,000.00	0.00	0.00	100.0%
50 Salaries							
5501 Fire Chief	200,875.00	0.00	200,875.00	150,656.23	0.00	50,218.77	75.0%
5503 Deputy Chief	184,289.00	0.00	184,289.00	138,216.77	0.00	46,072.23	75.0%
5504 Division Chief	670,143.00	0.00	670,143.00	494,796.49	0.00	175,346.51	73.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5505 Battalion Chief	1,910,043.00	62,573.00	1,972,616.00	1,566,953.72	0.00	405,662.28	79.4%
5506 Exempt Staff Group	2,417,318.00	0.00	2,417,318.00	1,823,597.92	0.00	593,720.08	75.4%
5507 Fire Inspectors	549,160.00	0.00	549,160.00	404,644.41	0.00	144,515.59	73.7%
5508 Deputy Fire Marshal Captain	240,460.00	-60,115.00	180,345.00	149,976.00	0.00	30,369.00	83.2%
5509 Deputy Fire Marshall Lieutenan	220,606.00	0.00	220,606.00	164,892.65	0.00	55,713.35	74.7%
5510 Captain	2,765,290.00	60,115.00	2,825,405.00	1,921,409.56	0.00	903,995.44	68.0%
5512 Lieutenant	4,191,514.00	66,593.00	4,258,107.00	3,220,678.10	0.00	1,037,428.90	75.6%
5515 Apparatus Operator	5,901,785.00	0.00	5,901,785.00	4,655,850.41	0.00	1,245,934.59	78.9%
5520 Fire Fighter	7,744,329.00	0.00	7,744,329.00	5,575,368.41	0.00	2,168,960.59	72.0%
5525 Paramedic	288,552.00	0.00	288,552.00	229,272.11	0.00	59,279.89	79.5%
5530 Non-exempt Staff Group	1,524,503.00	0.00	1,524,503.00	1,101,715.28	0.00	422,787.72	72.3%
5535 Other Employee	77,154.00	0.00	77,154.00	57,672.32	0.00	19,481.68	74.7%
5540 Temporary Labor	74,256.00	-18,235.00	56,021.00	46,781.68	0.00	9,239.32	83.5%
5545 Premium Pay	387,107.00	0.00	387,107.00	343,018.61	15,000.00	29,088.39	92.5%
5550 Conflagration Labor	0.00	664,331.00	664,331.00	782,655.14	0.00	-118,324.14	117.8%
5555 School Replacement	64,927.04	-43,000.00	21,927.04	2,114.29	0.00	19,812.75	9.6%
5560 Operational Replacement	5,400,000.00	75,919.00	5,475,919.00	5,014,328.83	0.00	461,590.17	91.6%
5562 Vacation Buyback	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00	.0%
5563 Retirement/Separation Vacation	161,451.00	0.00	161,451.00	236,543.42	0.00	-75,092.42	146.5%
5564 Other Leave Buyback	0.00	0.00	0.00	12,383.06	0.00	-12,383.06	100.0%
5600 Overtime	442,006.38	63,596.64	505,603.02	297,069.90	0.00	208,533.12	58.8%
TOTAL Salaries	35,455,768.42	871,777.64	36,327,546.06	28,390,595.31	15,000.00	7,921,950.75	78.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
60 Benefits							
6620 SS/Medicare	2,714,988.00	4,184.08	2,719,172.08	1,939,416.60	0.00	779,755.48	71.3%
6640 Tri-Met Taxes	212,940.00	323.30	213,263.30	171,998.13	0.00	41,265.17	80.7%
6650 Transit Tax	3,540.00	11.26	3,551.26	0.00	0.00	3,551.26	.0%
6656 PERS Employer	8,250,242.00	17,858.52	8,268,100.52	6,164,651.09	0.00	2,103,449.43	74.6%
6670 Deferred Compensation	785,140.00	2,308.50	787,448.50	718,655.21	154,447.92	-85,654.63	110.9%
6675 Unemployment	5,000.00	0.00	5,000.00	90.97	0.00	4,909.03	1.8%
6680 Life Insurance	45,000.00	93.88	45,093.88	30,615.14	11,384.86	3,093.88	93.1%
6685 Conflagration Benefits	0.00	270,719.00	270,719.00	304,885.74	0.00	-34,166.74	112.6%
6689 Cafe Plan Claims Costs	185,000.00	2,991,449.00	3,176,449.00	3,517,596.28	257,403.72	-598,551.00	118.8%
6690 Café Plan Benefits	3,951,450.00	-2,991,449.00	960,001.00	628,114.80	0.00	331,886.20	65.4%
6691 PEHP	348,800.00	0.00	348,800.00	264,707.35	83,800.00	292.65	99.9%
6692 Other Post-Employ Benefits	630,565.00	0.00	630,565.00	406,967.83	442,032.17	-218,435.00	134.6%
6693 Health Trust	308,860.00	385.50	309,245.50	221,485.81	20,000.00	67,759.69	78.1%
6701 Vehicle Allowance	26,448.08	0.00	26,448.08	19,836.36	0.00	6,611.72	75.0%
6702 Tool Allowance	6,000.00	0.00	6,000.00	4,425.00	0.00	1,575.00	73.8%
6703 Cell/Tech Allowance	7,800.00	0.00	7,800.00	10,125.00	0.00	-2,325.00	129.8%
6705 Workers Compensation	685,608.00	2,560.00	688,168.00	630,335.88	0.00	57,832.12	91.6%
TOTAL Benefits	18,167,381.08	298,444.04	18,465,825.12	15,033,907.19	969,068.67	2,462,849.26	86.7%
70 Materials and Servic							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7008 ORE CAT Corporate Activity Tax	0.00	0.00	0.00	149.32	5.38	-154.70	100.0%
7010 Election Costs	50,000.00	0.00	50,000.00	18,451.67	0.00	31,548.33	36.9%
7015 Meeting Expense	28,930.00	-750.00	28,180.00	6,416.10	0.00	21,763.90	22.8%
7030 Civil Service Exam Expense	3,500.00	0.00	3,500.00	3,007.07	0.00	492.93	85.9%
7035 Bank Charges	15,000.00	0.00	15,000.00	10,485.95	5,262.83	-748.78	105.0%
7040 Dues & Publications	39,613.00	-1,850.00	37,763.00	26,846.02	2,825.00	8,091.98	78.6%
7045 Awards & Recognitions	39,450.00	-700.00	38,750.00	8,976.77	1,106.00	28,667.23	26.0%
7055 Operating Supply	181,322.98	-337,747.00	-156,424.02	167,704.25	3,405.08	-327,533.35	-109.4%
7060 Conflagration Supply/Services	0.00	61,733.00	61,733.00	132,664.50	0.00	-70,931.50	214.9%
7065 Fire Fighting Supply	105,504.67	600.00	106,104.67	93,599.30	-15,202.10	27,707.47	73.9%
7070 Rescue Supply	13,233.00	0.00	13,233.00	15,707.61	0.00	-2,474.61	118.7%
7075 EMS Supply	282,037.00	149,604.00	431,641.00	284,251.64	-2,412.16	149,801.52	65.3%
7078 Department Consumables	19,000.00	0.00	19,000.00	16,933.57	781.61	1,284.82	93.2%
7080 Fuel	273,914.30	0.00	273,914.30	144,722.62	105,701.65	23,490.03	91.4%
7085 Uniform & Protective Eqpt	498,514.82	9,955.00	508,469.82	233,122.74	12,109.73	263,237.35	48.2%
7090 Office Supplies	30,023.00	-1,072.00	28,951.00	9,807.38	583.76	18,559.86	35.9%
7095 Software & Supplies	608,294.00	9,264.96	617,558.96	480,904.86	11,039.76	125,614.34	79.7%
7105 Household Goods	71,135.87	-1,500.00	69,635.87	48,027.37	428.50	21,180.00	69.6%
7110 Professional Services	737,549.00	-15,940.00	721,609.00	346,207.28	124,351.45	251,050.27	65.2%
7115 Dispatch Services	1,851,223.00	0.00	1,851,223.00	1,323,043.57	392,844.43	135,335.00	92.7%
7116 Utilities - Natural Gas	63,149.00	0.00	63,149.00	49,573.25	5,883.07	7,692.68	87.8%
7117 Utilities - Electric	172,593.00	0.00	172,593.00	139,604.16	0.00	32,988.84	80.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7118 Utilities - Garbage	51,081.00	-2,500.00	48,581.00	31,140.91	355.68	17,084.41	64.8%
7119 Utilities - Water	119,982.00	0.00	119,982.00	77,226.86	5,865.44	36,889.70	69.3%
7120 Utilities - Other	139,272.00	0.00	139,272.00	84,778.45	33,479.79	21,013.76	84.9%
7122 Utilities - Telephone	359,900.00	0.00	359,900.00	291,664.68	26,333.24	41,902.08	88.4%
7130 Insurance - Property/Casualty	317,500.00	0.00	317,500.00	308,108.18	761.32	8,630.50	97.3%
7135 Medical Exams	171,534.00	-10,000.00	161,534.00	76,327.96	60,646.79	24,559.25	84.8%
7140 Schools/Conferences Registrati	89,454.00	-17,075.00	72,379.00	12,229.05	0.00	60,149.95	16.9%
7141 Tuition Reimbursement	57,000.00	0.00	57,000.00	25,011.47	0.00	31,988.53	43.9%
7142 Travel Expense	47,273.00	-15,683.00	31,590.00	2,157.37	0.00	29,432.63	6.8%
7145 Mileage Reimbursement	65,800.00	-500.00	65,300.00	29,225.64	0.00	36,074.36	44.8%
7150 Volunteer Fire Fighter Exp	40,000.00	40,810.00	80,810.00	11,300.00	30,000.00	39,510.00	51.1%
7155 Vehicle Maintenance	530,896.00	-95,000.00	435,896.00	274,471.44	18,545.35	142,879.21	67.2%
7160 Equipment Maintenance	140,753.00	8,223.36	148,976.36	87,893.36	20,350.44	40,732.56	72.7%
7165 Radio Maintenance	29,250.00	0.00	29,250.00	23,349.19	895.67	5,005.14	82.9%
7170 Facility Maintenance	342,473.89	-500.00	341,973.89	229,185.54	47,992.41	64,795.94	81.1%
7175 Office Equipment Maintenance	93,190.00	0.00	93,190.00	27,313.44	43,342.99	22,533.57	75.8%
7180 Computer & AV Maintenance	46,710.00	44,081.00	90,791.00	83,297.52	20,580.25	-13,086.77	114.4%
7185 SCBA Maintenance	0.00	0.00	0.00	98.00	0.00	-98.00	100.0%
7187 Fire Extinguisher Expense	4,000.00	0.00	4,000.00	4,833.05	0.00	-833.05	120.8%
7190 Training Expense	73,772.00	-27,140.00	46,632.00	24,701.54	7,608.68	14,321.78	69.3%
7195 Public Education	65,000.00	-6,000.00	59,000.00	28,537.33	0.00	30,462.67	48.4%
7205 Postage & Freight	28,500.00	0.00	28,500.00	21,511.40	1,835.75	5,152.85	81.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
7210 Small Tool, Eqpts & Furnishing	59,399.00	-10,658.00	48,741.00	27,787.30	194.58	20,759.12	57.4%
7215 Other Expense	32,485.00	0.00	32,485.00	194.28	0.00	32,290.72	.6%
TOTAL Materials and Servic	7,989,211.53	-220,343.68	7,768,867.85	5,342,550.96	967,502.37	1,458,814.52	81.2%
85 Debt Service							
9916 Debt Service Principal	1,285,000.00	0.00	1,285,000.00	0.00	1,285,000.00	0.00	100.0%
9917 Debt Service Interest	694,806.00	0.00	694,806.00	347,402.70	347,402.70	0.60	100.0%
TOTAL Debt Service	1,979,806.00	0.00	1,979,806.00	347,402.70	1,632,402.70	0.60	100.0%
90 Transfers Out							
9920 Transfer to Equip Reserve Fund	0.00	31,704.00	31,704.00	0.00	0.00	31,704.00	.0%
9990 Transfer to Bond Constr Fund	0.00	27,400.00	27,400.00	0.00	0.00	27,400.00	.0%
TOTAL Transfers Out	0.00	59,104.00	59,104.00	0.00	0.00	59,104.00	.0%
99 End Fund Balance							
9910 Contingency	1,539,572.00	0.00	1,539,572.00	0.00	0.00	1,539,572.00	.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	17,520,560.00	0.00	17,520,560.00	0.00	0.00	17,520,560.00	.0%
TOTAL End Fund Balance	20,060,132.00	0.00	20,060,132.00	0.00	0.00	20,060,132.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 10 General Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL General Fund	-0.92	0.00	-0.92	-14,216,790.55	3,584,173.74	10,632,615.89	%
TOTAL REVENUES	-83,652,299.95	-1,008,982.00	-84,661,281.95	-63,331,246.71	200.00	-21,330,235.24	
TOTAL EXPENSES	83,652,299.03	1,008,982.00	84,661,281.03	49,114,456.16	3,583,973.74	31,962,851.13	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

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	-398,436.00	204,536.00	-193,900.00	0.00	0.00	-193,900.00	.0%
TOTAL Beg Fund Bal	-398,436.00	204,536.00	-193,900.00	0.00	0.00	-193,900.00	.0%
03 Interest							
4490 Investment Interest	-3,000.00	0.00	-3,000.00	-2,011.94	0.00	-988.06	67.1%
TOTAL Interest	-3,000.00	0.00	-3,000.00	-2,011.94	0.00	-988.06	67.1%
04 Other Revenues							
4540 Sale of Surplus	-15,000.00	0.00	-15,000.00	-29,182.34	0.00	14,182.34	194.5%
TOTAL Other Revenues	-15,000.00	0.00	-15,000.00	-29,182.34	0.00	14,182.34	194.5%
05 Transfers In							
4610 Transfers from other Funds	0.00	-231,704.00	-231,704.00	0.00	0.00	-231,704.00	.0%
TOTAL Transfers In	0.00	-231,704.00	-231,704.00	0.00	0.00	-231,704.00	.0%
80 Capital Outlay							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 20 Equipment Reserve Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
8825 Fire Fighting Equipment	107,654.00	0.00	107,654.00	36,289.62	33,966.00	37,398.38	65.3%
8835 EMS & Rescue Equipment	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00	.0%
8850 Staff Vehicles	85,496.00	27,168.00	112,664.00	81,400.74	21,810.00	9,453.26	91.6%
8870 Furniture, Appliances & Tools	55,615.00	0.00	55,615.00	0.00	49,348.74	6,266.26	88.7%
8890 Computer & AV Equipment	7,500.00	0.00	7,500.00	0.00	7,500.00	0.00	100.0%
TOTAL Capital Outlay	263,765.00	27,168.00	290,933.00	117,690.36	112,624.74	60,617.90	79.2%
99 End Fund Balance							
9999 Unappropriated Ending Fund Bal	152,671.00	0.00	152,671.00	0.00	0.00	152,671.00	.0%
TOTAL End Fund Balance	152,671.00	0.00	152,671.00	0.00	0.00	152,671.00	.0%
TOTAL Equipment Reserve Fund	0.00	0.00	0.00	86,496.08	112,624.74	-199,120.82	100.0%
TOTAL REVENUES	-416,436.00	-27,168.00	-443,604.00	-31,194.28	0.00	-412,409.72	
TOTAL EXPENSES	416,436.00	27,168.00	443,604.00	117,690.36	112,624.74	213,288.90	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

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	-5,270,708.00	-364,432.00	-5,635,140.00	0.00	0.00	-5,635,140.00	.0%
TOTAL Beg Fund Bal	-5,270,708.00	-364,432.00	-5,635,140.00	0.00	0.00	-5,635,140.00	.0%
03 Interest							
4490 Investment Interest	-8,000.00	0.00	-8,000.00	-25,157.92	0.00	17,157.92	314.5%
TOTAL Interest	-8,000.00	0.00	-8,000.00	-25,157.92	0.00	17,157.92	314.5%
70 Materials and Servic							
7020 Debt Interest Expense	265,272.00	0.00	265,272.00	253,294.11	0.00	11,977.89	95.5%
7025 Debt Principal Expense	241,317.00	0.00	241,317.00	0.00	241,317.00	0.00	100.0%
TOTAL Materials and Servic	506,589.00	0.00	506,589.00	253,294.11	241,317.00	11,977.89	97.6%
80 Capital Outlay							
8805 Fire Apparatus	239,500.00	0.00	239,500.00	200,948.38	23,076.77	15,474.85	93.5%
8845 Communications Equipment	15,000.00	0.00	15,000.00	0.00	15,000.00	0.00	100.0%
8860 Facility Improvement	3,914,619.00	164,432.00	4,079,051.00	481,679.17	99,140.67	3,498,231.16	14.2%
TOTAL Capital Outlay	4,169,119.00	164,432.00	4,333,551.00	682,627.55	137,217.44	3,513,706.01	18.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 30 Capital Projects Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
90 Transfers Out							
9920 Transfer to Equip Reserve Fund	0.00	200,000.00	200,000.00	0.00	0.00	200,000.00	.0%
9980 Transfer to General Fund	363,000.00	0.00	363,000.00	363,000.00	0.00	0.00	100.0%
9990 Transfer to Bond Constr Fund	240,000.00	0.00	240,000.00	240,000.00	0.00	0.00	100.0%
TOTAL Transfers Out	603,000.00	200,000.00	803,000.00	603,000.00	0.00	200,000.00	75.1%
TOTAL Capital Projects Fund	0.00	0.00	0.00	1,513,763.74	378,534.44	-1,892,298.18	100.0%
TOTAL REVENUES	-5,278,708.00	-364,432.00	-5,643,140.00	-25,157.92	0.00	-5,617,982.08	
TOTAL EXPENSES	5,278,708.00	364,432.00	5,643,140.00	1,538,921.66	378,534.44	3,725,683.90	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

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	-11,700.00	-11,637.00	-23,337.00	0.00	0.00	-23,337.00	.0%
TOTAL Beg Fund Bal	-11,700.00	-11,637.00	-23,337.00	0.00	0.00	-23,337.00	.0%
03 Interest							
4490 Investment Interest	-200.00	0.00	-200.00	-125.79	0.00	-74.21	62.9%
TOTAL Interest	-200.00	0.00	-200.00	-125.79	0.00	-74.21	62.9%
04 Other Revenues							
4571 Other Revenues	-5,000.00	0.00	-5,000.00	0.00	0.00	-5,000.00	.0%
TOTAL Other Revenues	-5,000.00	0.00	-5,000.00	0.00	0.00	-5,000.00	.0%
70 Materials and Servic							
7055 Operating Supply	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	.0%
TOTAL Materials and Servic	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	.0%
99 End Fund Balance							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 40 Enterprise Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9999 Unappropriated Ending Fund Bal	1,900.00	11,637.00	13,537.00	0.00	0.00	13,537.00	.0%
TOTAL End Fund Balance	1,900.00	11,637.00	13,537.00	0.00	0.00	13,537.00	.0%
TOTAL Enterprise Fund	0.00	0.00	0.00	-125.79	0.00	125.79	100.0%
TOTAL REVENUES	-16,900.00	-11,637.00	-28,537.00	-125.79	0.00	-28,411.21	
TOTAL EXPENSES	16,900.00	11,637.00	28,537.00	0.00	0.00	28,537.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

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	-442,455.00	46,643.00	-395,812.00	0.00	0.00	-395,812.00	.0%
TOTAL Beg Fund Bal	-442,455.00	46,643.00	-395,812.00	0.00	0.00	-395,812.00	.0%
01 Tax Revenues							
4450 Current Year Prop Taxes	-1,776,982.00	0.00	-1,776,982.00	-2,158,747.02	0.00	381,765.02	121.5%
4455 Prior Year Prop Taxes	-30,000.00	0.00	-30,000.00	-22,375.94	0.00	-7,624.06	74.6%
TOTAL Tax Revenues	-1,806,982.00	0.00	-1,806,982.00	-2,181,122.96	0.00	374,140.96	120.7%
03 Interest							
4490 Investment Interest	-2,500.00	0.00	-2,500.00	-11,775.04	0.00	9,275.04	471.0%
TOTAL Interest	-2,500.00	0.00	-2,500.00	-11,775.04	0.00	9,275.04	471.0%
70 Materials and Servic							
7020 Debt Interest Expense	902,950.00	0.00	902,950.00	476,475.00	476,475.00	-50,000.00	105.5%
7025 Debt Principal Expense	1,220,000.00	0.00	1,220,000.00	0.00	1,170,000.00	50,000.00	95.9%
TOTAL Materials and Servic	2,122,950.00	0.00	2,122,950.00	476,475.00	1,646,475.00	0.00	100.0%
99 End Fund Balance							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 50 Debt Service Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
9999 Unappropriated Ending Fund Bal	128,987.00	-46,643.00	82,344.00	0.00	0.00	82,344.00	.0%
TOTAL End Fund Balance	128,987.00	-46,643.00	82,344.00	0.00	0.00	82,344.00	.0%
TOTAL Debt Service Fund	0.00	0.00	0.00	-1,716,423.00	1,646,475.00	69,948.00	100.0%
TOTAL REVENUES	-2,251,937.00	46,643.00	-2,205,294.00	-2,192,898.00	0.00	-12,396.00	
TOTAL EXPENSES	2,251,937.00	-46,643.00	2,205,294.00	476,475.00	1,646,475.00	82,344.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 60 Bond Construction Fund

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
03 Interest							
4490 Investment Interest	-2,000.00	0.00	-2,000.00	-198.52	0.00	-1,801.48	9.9%
TOTAL Interest	-2,000.00	0.00	-2,000.00	-198.52	0.00	-1,801.48	9.9%
05 Transfers In							
4610 Transfers from other Funds	-240,000.00	-27,400.00	-267,400.00	-240,000.00	0.00	-27,400.00	89.8%
TOTAL Transfers In	-240,000.00	-27,400.00	-267,400.00	-240,000.00	0.00	-27,400.00	89.8%
80 Capital Outlay							
8805 Fire Apparatus	150,000.00	27,400.00	177,400.00	174,133.33	0.00	3,266.67	98.2%
8860 Facility Improvement	37,390.00	0.00	37,390.00	30,990.00	3,213.00	3,187.00	91.5%
8870 Furniture, Appliances & Tools	54,610.00	0.00	54,610.00	28,529.80	0.00	26,080.20	52.2%
TOTAL Capital Outlay	242,000.00	27,400.00	269,400.00	233,653.13	3,213.00	32,533.87	87.9%
TOTAL Bond Construction Fund	0.00	0.00	0.00	-6,545.39	3,213.00	3,332.39	100.0%
TOTAL REVENUES	-242,000.00	-27,400.00	-269,400.00	-240,198.52	0.00	-29,201.48	
TOTAL EXPENSES	242,000.00	27,400.00	269,400.00	233,653.13	3,213.00	32,533.87	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 80 Wildland Mitigation

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
04 Other Revenues							
4539 Conflagration Reimbursement	0.00	-180,920.00	-180,920.00	0.00	0.00	-180,920.00	.0%
4560 Grant Revenue	0.00	-263,111.00	-263,111.00	0.00	0.00	-263,111.00	.0%
4571 Other Revenues	0.00	-12,000.00	-12,000.00	0.00	0.00	-12,000.00	.0%
TOTAL Other Revenues	0.00	-456,031.00	-456,031.00	0.00	0.00	-456,031.00	.0%
50 Salaries							
5522 Forestry Tech II	0.00	196,100.00	196,100.00	0.00	0.00	196,100.00	.0%
5523 Forestry Supervisor	0.00	30,000.00	30,000.00	0.00	0.00	30,000.00	.0%
5550 Conflagration Labor	0.00	113,368.00	113,368.00	0.00	0.00	113,368.00	.0%
TOTAL Salaries	0.00	339,468.00	339,468.00	0.00	0.00	339,468.00	.0%
60 Benefits							
6620 SS/Medicare	0.00	17,297.00	17,297.00	0.00	0.00	17,297.00	.0%
6640 Tri-Met Taxes	0.00	1,772.00	1,772.00	0.00	0.00	1,772.00	.0%
6675 Unemployment	0.00	5,889.00	5,889.00	0.00	0.00	5,889.00	.0%
6685 Conflagration Benefits	0.00	21,092.00	21,092.00	0.00	0.00	21,092.00	.0%
6705 Workers Compensation	0.00	12,053.00	12,053.00	0.00	0.00	12,053.00	.0%
TOTAL Benefits	0.00	58,103.00	58,103.00	0.00	0.00	58,103.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

ACCOUNTS FOR: 80 Wildland Mitigation

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
70 Materials and Servic							
7065 Fire Fighting Supply	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	.0%
7080 Fuel	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	.0%
7090 Office Supplies	0.00	550.00	550.00	0.00	0.00	550.00	.0%
7095 Software & Supplies	0.00	2,715.00	2,715.00	0.00	0.00	2,715.00	.0%
7105 Household Goods	0.00	500.00	500.00	0.00	0.00	500.00	.0%
7110 Professional Services	0.00	1,750.00	1,750.00	0.00	0.00	1,750.00	.0%
7117 Utilities - Electric	0.00	900.00	900.00	0.00	0.00	900.00	.0%
7118 Utilities - Garbage	0.00	450.00	450.00	0.00	0.00	450.00	.0%
7119 Utilities - Water	0.00	300.00	300.00	0.00	0.00	300.00	.0%
7120 Utilities - Other	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	.0%
7130 Insurance - Property/Casualty	0.00	2,800.00	2,800.00	0.00	0.00	2,800.00	.0%
7135 Medical Exams	0.00	4,475.00	4,475.00	0.00	0.00	4,475.00	.0%
7142 Travel Expense	0.00	22,000.00	22,000.00	0.00	0.00	22,000.00	.0%
7155 Vehicle Maintenance	0.00	6,000.00	6,000.00	0.00	0.00	6,000.00	.0%
7170 Facility Maintenance	0.00	500.00	500.00	0.00	0.00	500.00	.0%
7180 Computer & AV Maintenance	0.00	5,520.00	5,520.00	0.00	0.00	5,520.00	.0%
TOTAL Materials and Servic	0.00	58,460.00	58,460.00	0.00	0.00	58,460.00	.0%
TOTAL Wildland Mitigation	0.00	0.00	0.00	0.00	0.00	0.00	.0%
TOTAL REVENUES	0.00	-456,031.00	-456,031.00	0.00	0.00	-456,031.00	
TOTAL EXPENSES	0.00	456,031.00	456,031.00	0.00	0.00	456,031.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 09

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	-0.92	0.00	-0.92	-14,339,624.91	5,725,020.92	8,614,603.07	%

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

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

	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: N
From Yr/Per: 2021/ 1
To Yr/Per: 2021/13
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: 2021/ 9
Print MTD Version: N

Roll projects to object: N
Carry forward code: 2

Find Criteria

Field Name	Field Value
Fund	
Division	
Department	
Program	
Character Code	
Org	
Object	
Project	
Account type	
Account status	
Rollup Code	

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Michael Carlsen

Re: Support Services Department Monthly Report – March 2021

- Continued to serve on the COVID-19 IMT and took part in all briefings
- Continued to attend Tuesday/Wednesday/Thursday Ops Briefs
- Significant time spent in CBA negotiations
- Weekly Monday Chief's Planning Meeting
- Weekly Senior Staff Meeting
- C800 Meetings
- CCOM User Group Meetings
- Significant full days spent in Division level and District level budget review
- Division meetings with Directors
- Attended Sandy / Clackamas Interagency meetings
- Multiple Dispatch issue resolution with CCOM
- Board Meeting regular session attendance via Zoom
- Develop Sandy-Clackamas Feasibility Study with DC Gehrke
- Prepare for VHF Radio Needs Assessment Analysis Clackamas Electrical
- Served as District Coverage Chief
- Worked on employee/personnel issues

Respectfully submitted,

Division Chief Michael Carlsen

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fleet Services Director Bill Bischoff

Re: Fleet Services Department Monthly Report – March 2021

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

Engines

- 3-144 E333 - Final clean up and air leak repair prior to giving back to Estacada
- 2-117 E309 - PM and write-ups
- 2-116 E318 - PM and write-ups

Trucks / Heavy Rescue

- 2-203 T321 - Broken rear engine mount and leaking cab lift cylinder
- 2-207 T304 - Ongoing DEF header issues - working with Pierce for resolution

Brush Rigs / Water Tenders / Boats

- 2-800/2 - 801 Crew 30 - Took possession of the two crew transport buggies and are working on setting them up for May in-service. Performing a major PM and various repairs on both rigs.
- 2-308 IE309 - PM and Annual Pump Test. Mobile pump electrical issues.
- 2-307 IE310 - PM and Annual Pump Test. Prepare for service as the new IE310.
- 3-340 WT313 - Annual PM and Pump Testing. Misc write-ups.
- 2-336 WT310 - Annual PM and Pump Testing. Misc write-ups.
- 2-337 WT311 - Annual PM and Pump Testing. Misc write-ups.
- 2-335 WT312 - Annual PM and Pump Testing. Misc write-ups.
- 3-320 BR310 - Annual PM and pumping. Misc repairs
- 3-321 BR312 - Annual PM and pumping. Misc repairs

Staff Vehicles / Medic

- Several staff vehicles in for PM and minor repairs
- 2-528 Prev - Water pump replacement, misc repairs
- 2-445 M303 - PM and write-ups

Other Items

- Fleet staff worked on getting a new decal installer for the new BC Rigs and Medic unit. Station 11 will continue making decals, but major installation jobs will transition to a new vendor.
- Fleet continued to perform field service for all of our outside agencies as well as on-site repairs here at our shop.
- Worked with the Fire Chief's office to bolster FY21 EFB and budget cuts in Materials and Services for FY22.

Respectfully submitted,

Fleet Services Director Bill Bischoff

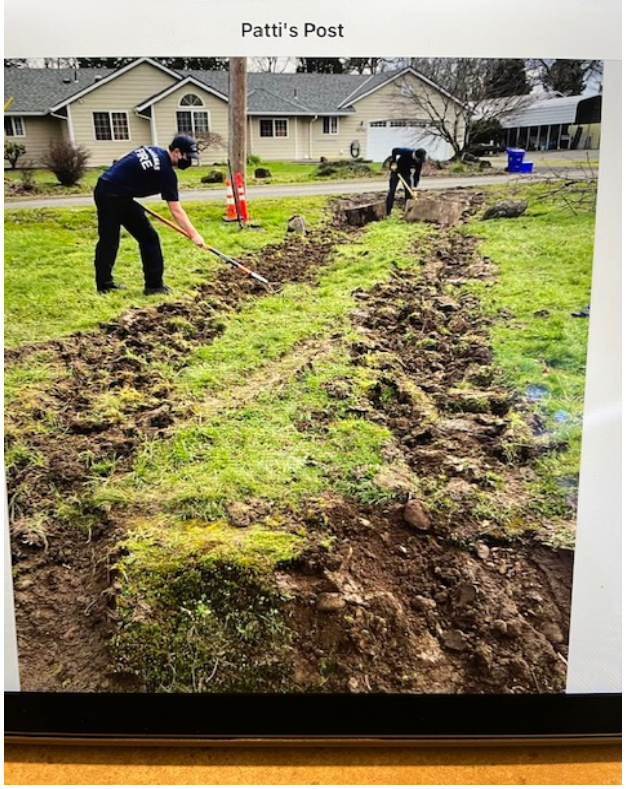
Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Facilities Director Scott Vallance

Re: Facility Maintenance Department Monthly Report – March 2021

- Continued clean up operations from the February ice storms, including debris pick up, the removal of another tree that fell on a neighboring property, replacing of damaged gutters,etc. This will continue as problems present themselves.
- Completed and reviewed the Beneficial Use Survey with Apex Companies.
- Station 16 – Had original plumbing contractor rework the drains in the laundry room and had a roof contractor investigate roof leaks.
- Collected bids for Training roof prop construction. Project awarded to Oregon City based Canchola Construction. Project to begin in early April.
- Added Sonitrol access to both Training Center and Occupational Health buildings.
- Volunteers Max Malinow and Conor Stewart were dispatched to Oregon City to repair a yard that was damaged by an engine company responding to a house fire during the ice storm. Trees, power poles and downed wires blocked the road so the “short-cut” was necessary. We’ll return in April to smooth it out and replant some grass seed. (see photo below).
- Emptied basement rooms at Station 15 in anticipation of the Public Education group moving into this building from the FMO.
- Began repainting monument signs that have faded with time.
- Began repainting exterior of Station 8 and should be finished by April 1.



Respectfully submitted,

Facilities Director Scott Vallance

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Logistics Director DeAnn Cordes

Re: Logistics Department Monthly Report – March 2021

- Logistics processed 334 requisitions entered into Munis. This is down 23% from March of last year. Fleet parts procesed 114 requisitions entered into Munis. These include stock items and items needing to be purchased directly from the vendor.
- The numbers below represent the total number of items Logistics received and issued during the month of March:

Warehouse	Qty Received	Qty Issued
Fleet Parts	659	1008
Logistics	3342	5552

- Logistics filled and delivered 33 orders for controlled medications; which is up 18% from March of last year.
- Staff attended the EMS and Safety Committee meetings this month via Zoom.
- Participated in a Munis Zoom chat with staff from Tualatin Valley Fire & Rescue and Puget Sound Fire Regional Fire Authority. Puget Sound Fire is in the process of implementing the Inventory Module in Munis and wanted some advice on what we would have done differently and what is working well. It was a great conversation and the group hopes to get together in the future (via Zoom) to share tips, tricks and ideas.
- Staff performed inventory precounts of all inventory items in preparation for our annual inventory at the end of the fiscal year. We were hoping to do them in December or January but didn't get an opportunity until March.
- Prepared for the Motorola reprogram starting on April 5th. The 800 MHz system is currently analog but will be switching to digital. The current cutover date is scheduled for this July. Our Motorola 800 MHz radios only have the analog radio template and all P25 compatible radios need to be programmed with the digital template.
- Made and activated eight bracelets and two stickers, deleted 19 devices (ID card, bracelet, etc.). Communicated the changes with Sonitrol.

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 – March 2021

- Attended online sessions of Excellence Conference
- Assisted with and attended meeting on civil service rules updates
- Participated in weekly planning sessions with Fire Chief
- Participated in Community Services Department meetings
- Participated in weekly Executive Team meetings
- Served as Planning Section Chief for internal COVID-19 IMT
- Attended the Oregon Safety and Health Section board meeting
- Attended Fire Defense Board meeting
- Attended TVF&R/Clackamas Ops meeting
- Attended TVF&R/Clackamas leadership session
- Engaged with Chief Financial Officer job description development
- Assisted with Chief Financial Officer job announcement and recruitment
- Attended Clackamas Fire District #1 Board of Directors meeting
- Gladstone FMO services IGA development
- Sandy Fire Interagency meeting
- Gladstone Interagency meeting
- Collective bargaining agreement negotiations activities
- Budget development and planning
- Participated in finance meetings
- Submitted SAFER grant request
- Supported SHSP grant request process (submitted by EM Ramirez/Lt. Taylor)

Respectfully submitted,

Division Chief Brian Stewart

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Data Services Director Shelby Hopkins

Re: Data Services Department Monthly Report – March 2021

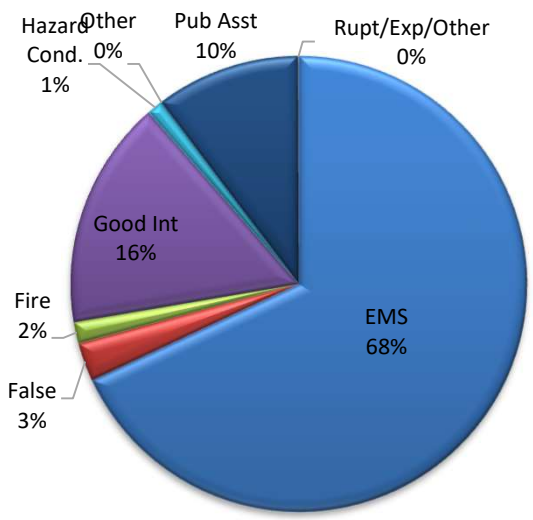
- Data Services and ITS worked with ESO and TeleStaff to implement a connection between programs for staffing personnel on apparatus in ESO reports.
- Compiled Ambulance Service Performance report per county compliance.
- Participated in FY22 budget discussions.
- Coordinated GIS projects and processed data for Sandy IGA meetings.
- Conducted an NFIRS Reporting Survey to get feedback from crews on NFIRS knowledge and training needs.
- Began development of NFIRS Reporting Manual for line personnel.
- Attended NW Accreditation Credentialing Consortium (NWACC) quarterly meeting.
- Developed Budget Projection report from Munis.
- Assisted Finance with apparatus staffing for Wildland billing.
- Continued archiving project at Station 14.
- Continued transitioning current forms to JotForms for each department, as well as any new or urgent requests.
- Participated in weekly Director meetings.
- Processed preplan updates.
- Facilitated Response Recovery discussion with EF Recovery.
- Provided weekly COVID-19 response reports.
- Responded to incident and archive public records requests.
- Daily QA/QI of ESO reporting for improved data quality.

Respectfully submitted,

Data Services Director Shelby Hopkins

Clackamas Fire Dist. #1 Emergency Services Report

March 2021



Incident Type	Data
EMS	1424
False	57
Fire	32
Good Int	340
Hazard Cond.	23
Other	0
Pub Asst	215
Rupt/Exp/Weather	1
Grand Total	**2092**

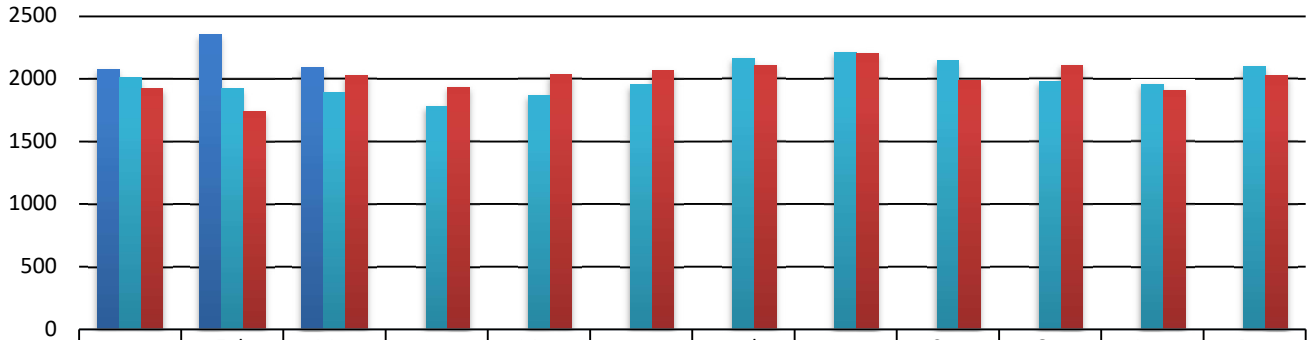
Year to Date

Incident Type	2019	2020	2021
EMS	4000	3942	4195
False	237	214	265
Fire	110	86	111
Good Int	492	783	1029
Hazard Cond.	283	76	273
Other	0	6	5
Pub Asst	573	713	634
Rupt/Exp/Weather	0	1	11
Grand Total	**5695**	**5821**	**6523**

**Mutual Aid Given Incident Not Included*

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

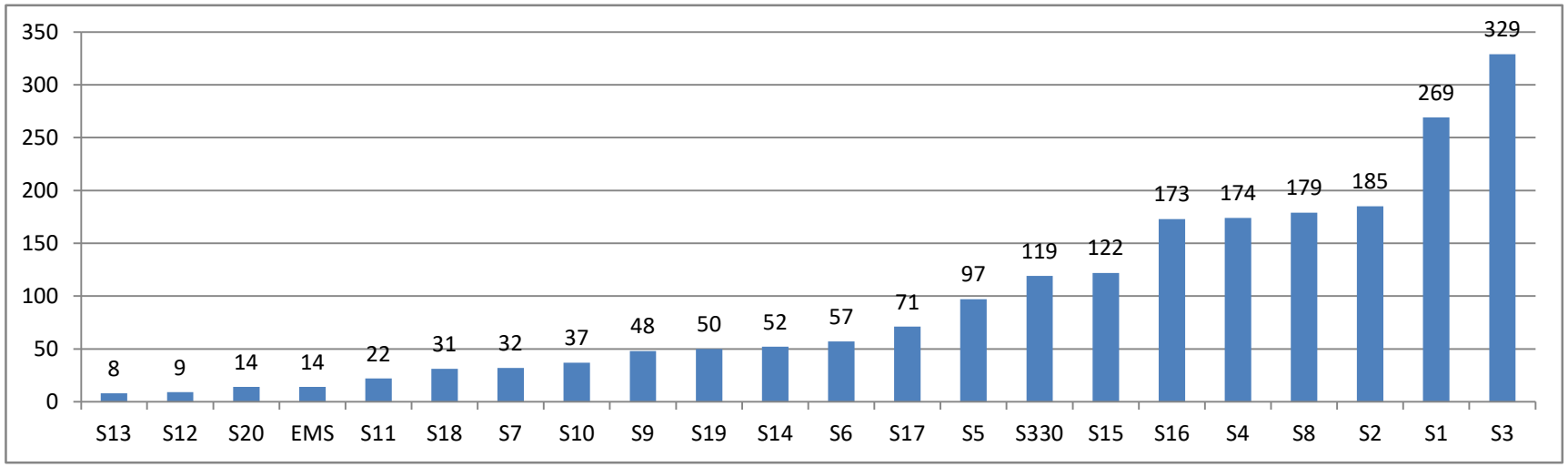
Total Incidents by Month



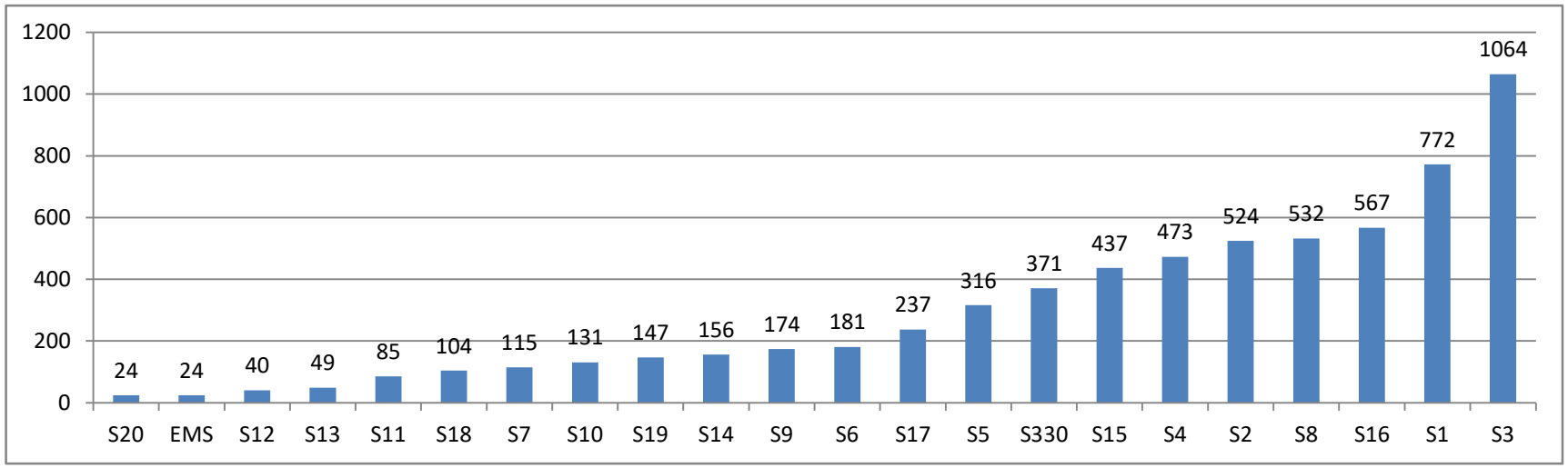
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CFD 2021	2078	2353	2092									
CFD 2020	2009	1924	1888	1783	1869	1952	2163	2214	2143	1979	1956	2098
CFD 2019	1923	1743	2029	1935	2037	2069	2112	2205	1990	2109	1909	2024

Incident Count by Planning Zone

March 2021



Year to Date

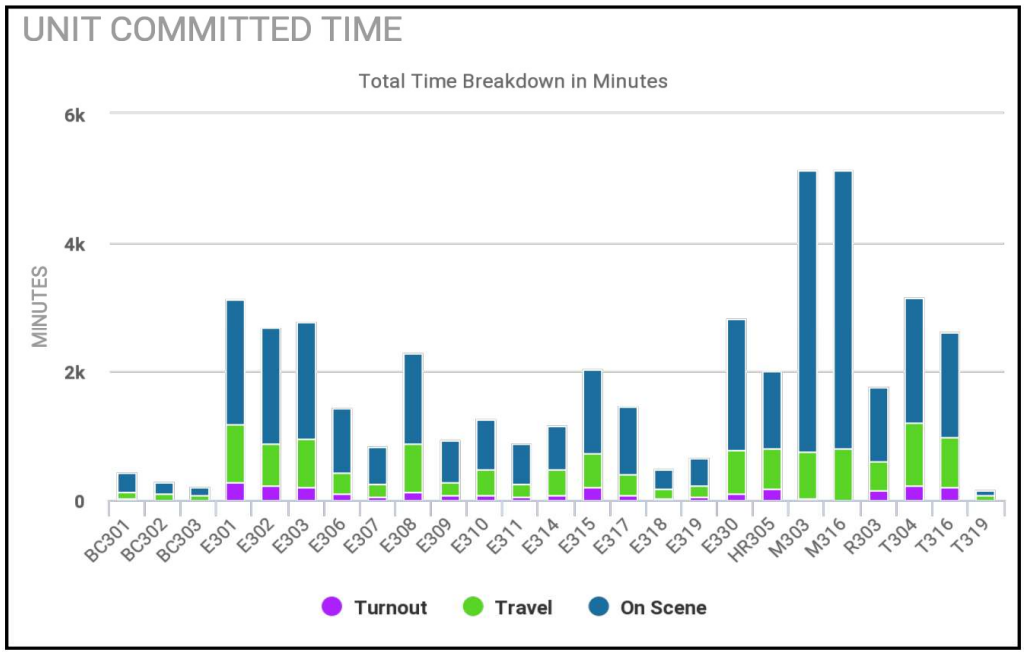


March 2021

Time Apparatus Committed

(Dispatch to Clear)

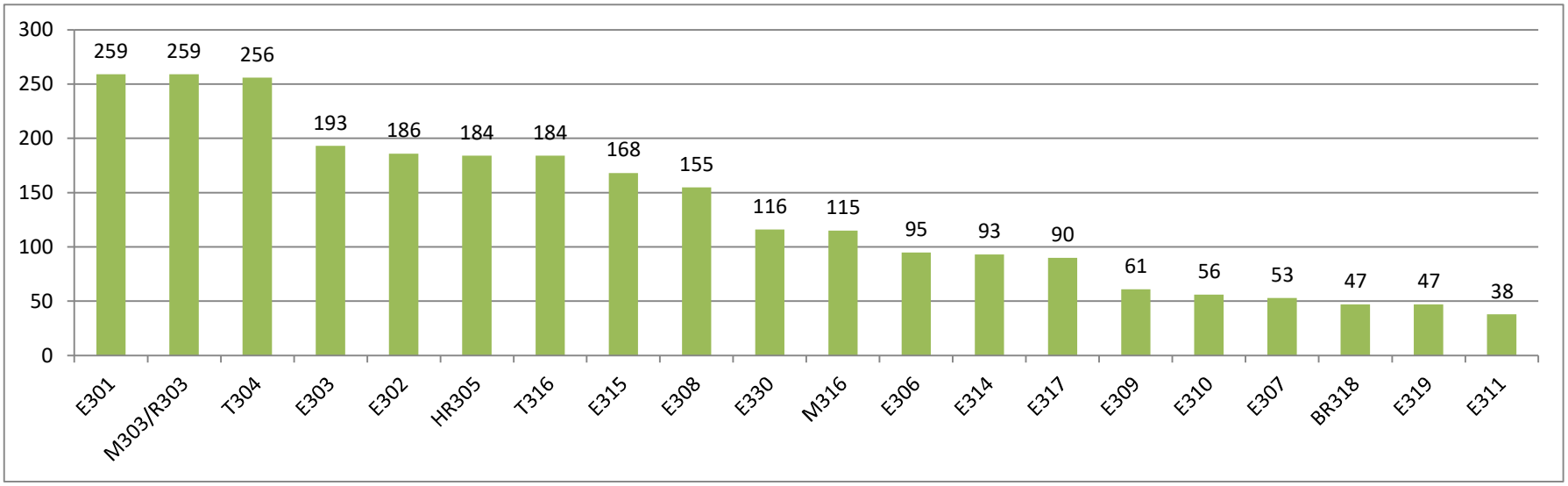
Unit	Cleared Responses	Total Time Committed (hours)	% Time Committed
BC301	25	8.12	1.09%
BC302	26	5.45	0.73%
BC303	23	5.47	0.73%
E301	266	59.22	7.96%
E302	192	50.40	6.77%
E303	215	51.57	6.93%
E306	96	27.33	3.67%
E307	53	16.17	2.17%
E308	157	42.35	5.69%
E309	63	17.40	2.34%
E310	55	22.53	3.03%
E311	41	15.63	2.10%
E314	94	25.77	3.46%
E315	177	39.33	5.29%
E317	95	27.18	3.65%
E318	26	9.18	4.83%
E319	54	12.20	1.64%
E330	121	50.33	6.77%
HR305	188	41.23	5.54%
M303	164	88.35	11.88%
M316	115	86.92	23.36%
R303	96	31.07	4.18%
T304	268	59.15	7.95%
T316	190	49.67	6.68%
T319	14	3.12	0.42%

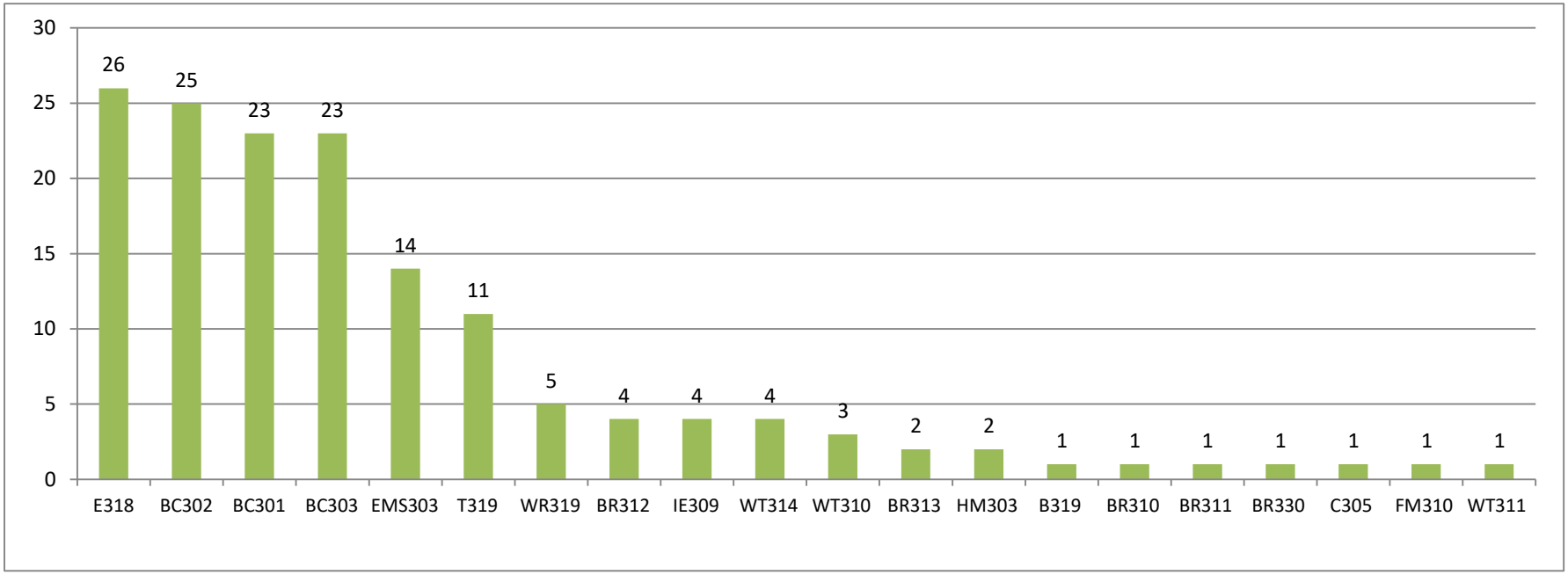


Incident Response by Apparatus

(Including Mutual Aid Given)

March 2021

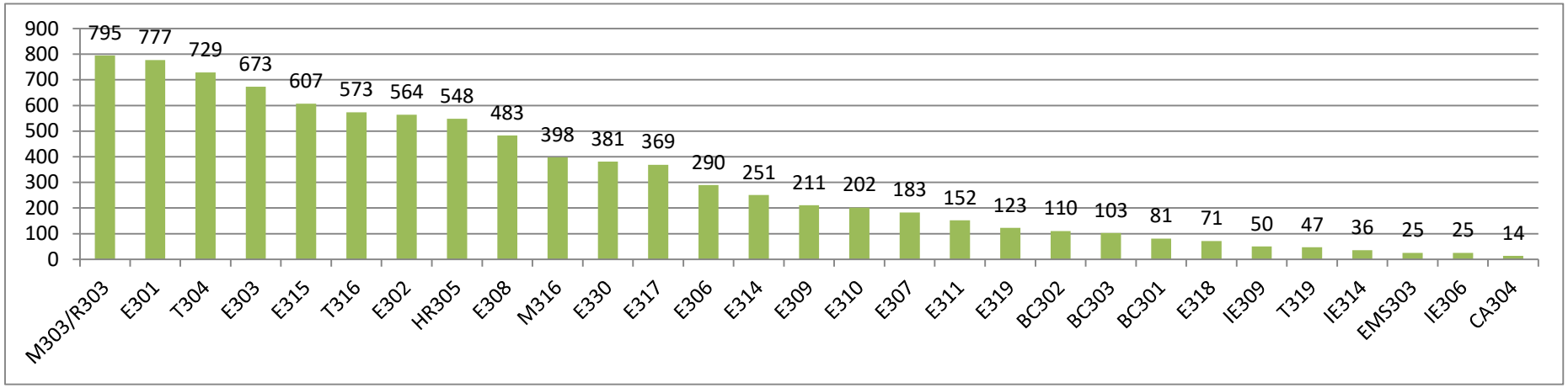


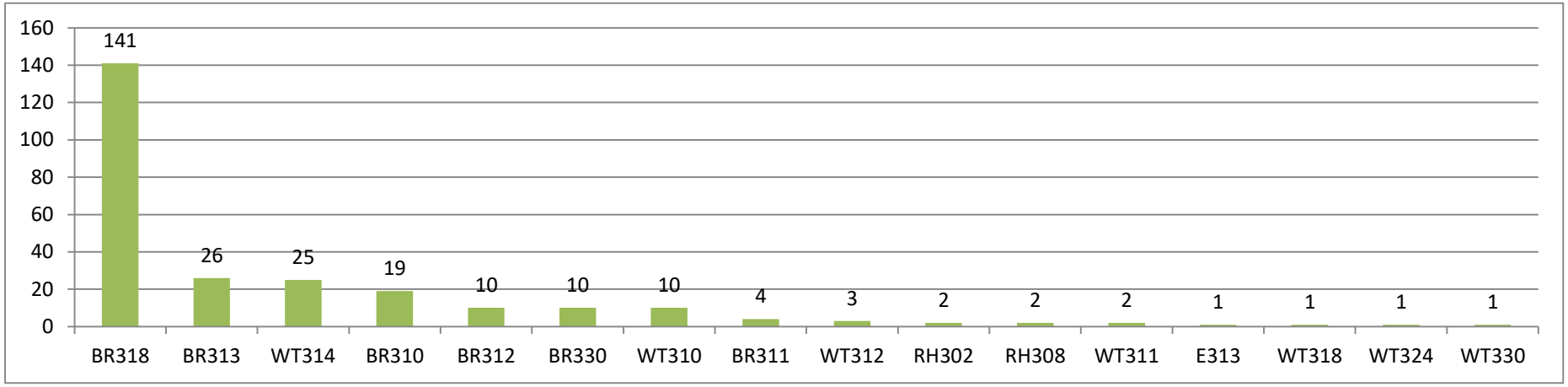


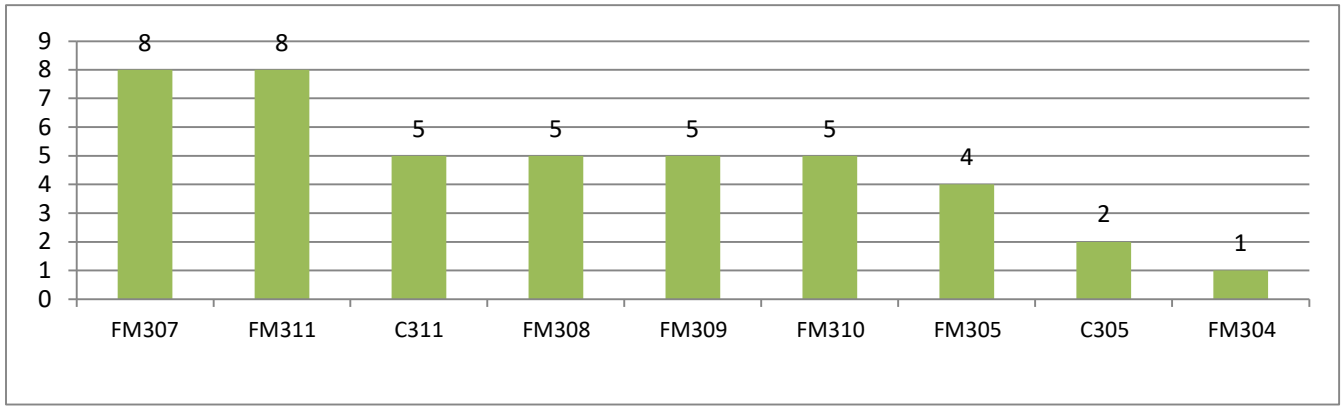
Incident Response by Apparatus

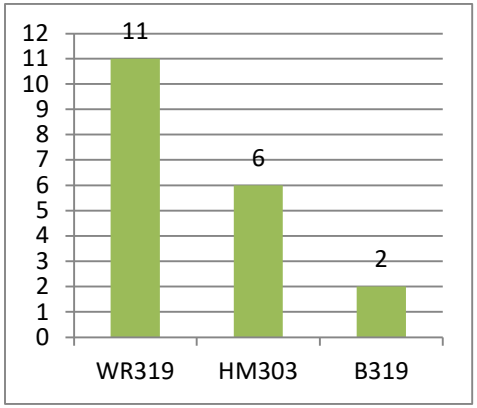
(Including Mutual Aid Given)

Year to Date 2021



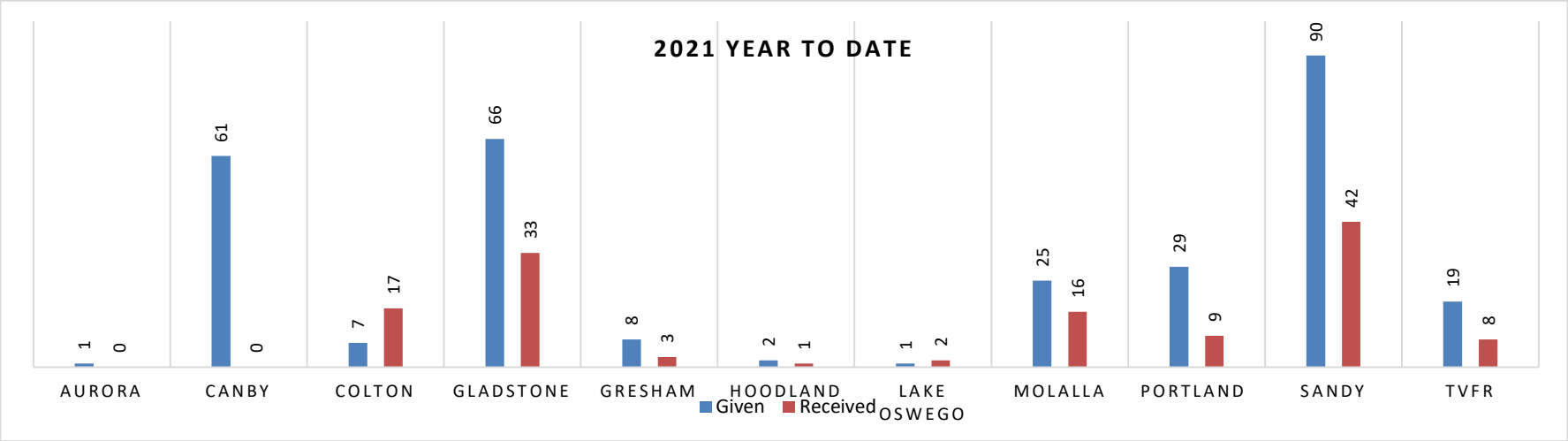


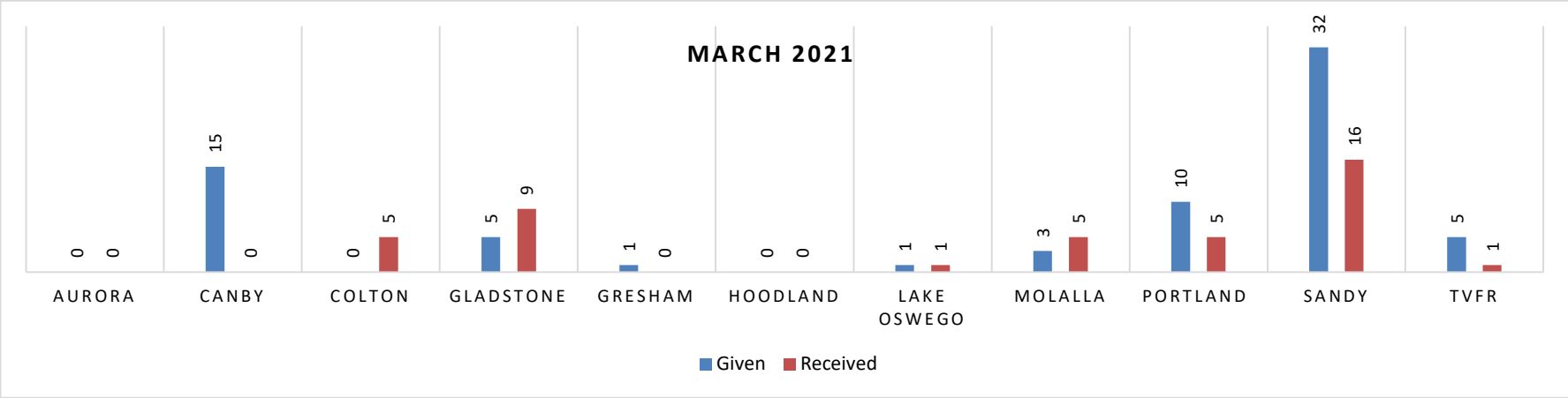




Mutual Aid Given to Mutual Aid Received by Agency by Incident

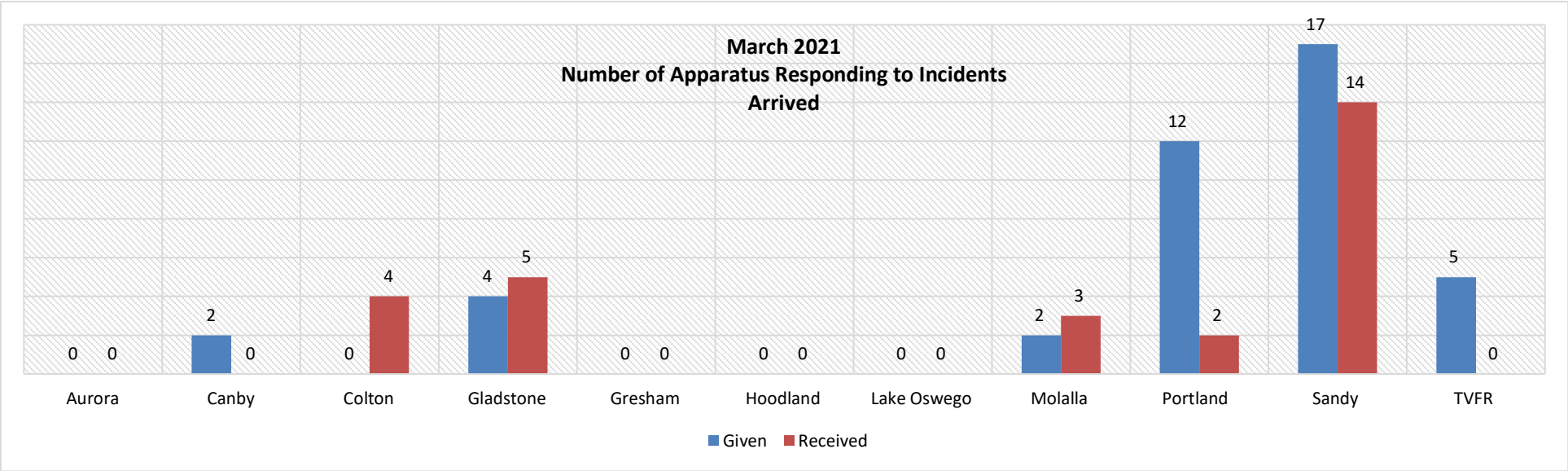
**Includes Canceled En Route incidents*

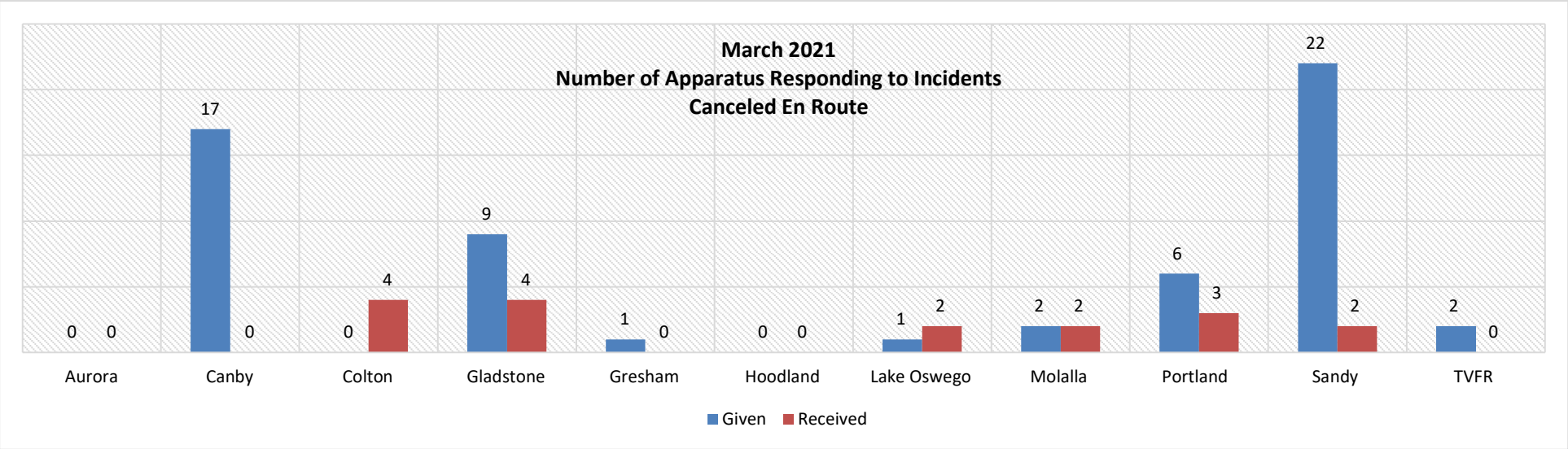




Mutual Aid Given to Mutual Aid Received by Agency by Apparatus

**Does not include apparatus that did not go en route.*





Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: Fire Marshal Shawn Olson

Re: Fire Marshal's Office Monthly Report – March 2021

Engineering Fire Marshal's Office staff reviewed plans for 52 buildings and land use projects in the month of March 2021. In addition, 30 new construction inspections and 13 tenant improvement inspections were completed.

Enforcement A total of 702 inspections were carried out in the month of March 2021. These include fire and life safety inspections, special inspections, lockbox inspections and target hazard inspections completed by the fire companies and the Fire Marshal's Office staff.

Additional Notes from the Fire Marshal:

- FM attended monthly OFMA Board Meeting. Annual Business Meeting training to be held May 18-19, 2021.
- FM met with DEQ to discuss open burning and responsibility of local authorities. Coordinated efforts with Public Affairs on messaging and notifications to strategic partners.
- FM working with staff on access/water supply plan review intake process through public website.
- FM working with staff in preparation for FMO services with Gladstone IGA.
- FM monitoring 90 second verification compliance with local fire alarm monitoring companies through CAD.
- FMO staff continue to maintain an excellent pace in conducting occupancy inspections. Plan review and acceptance testing continues to be busy. Notable project: master plan for Oregon City old landfill (land next to Home Depot) was reviewed. Project to include theatre, restaurants, and small businesses.
- FMO staff attended continuing education classes.

Respectfully submitted,

Fire Marshal Shawn Olson

Clackamas and Estacada Fire Inspections

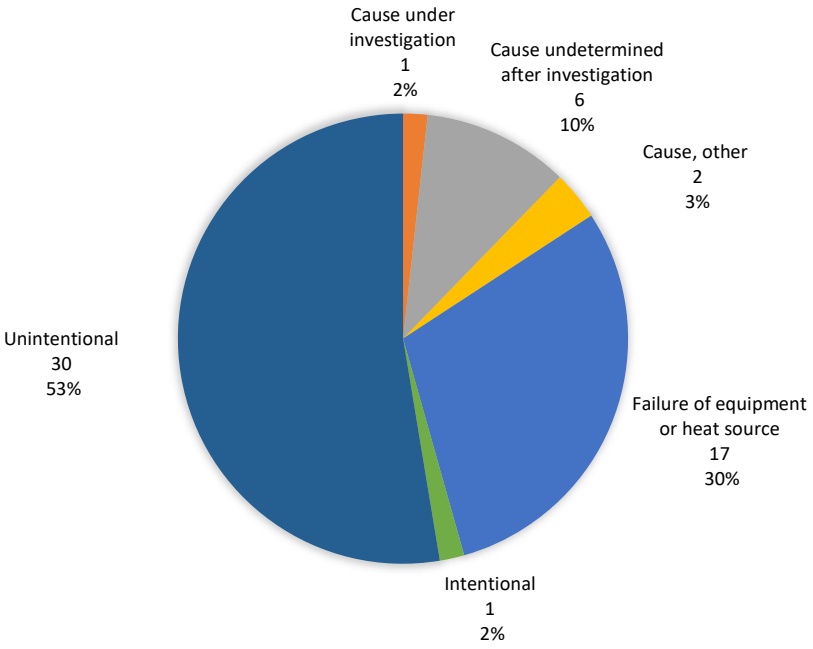
2021 Occupancy Inspections
January - March

Assigned To	Actions	Completed
Division, Fire Marshal Office	INSPECTION - 1 Year	46
	INSPECTION - 1 Year Apartments	21
	INSPECTION - 2 Year	1328
	INSPECTION - 2 Year Apartments	68
	INSPECTION - Marijuana Facility	14
	INSPECTION - Schools	42
Division, Fire Marshal Office	Total	1519
	Grand Total YTD	1519

2021 Special Inspections
March

Assigned To	Actions	Completed
Division, Fire Marshal Office	INSPECTION - Burn Permit	5
	INSPECTION - Fire Access & Water Supply	0
	INSPECTION - Fire Alarm	5
	INSPECTION - Lock Box	3
	INSPECTION - New Construction	30
	INSPECTION - Special	13
	INSPECTION - Target Hazard	0
	INSPECTION - Tenant Improvement	13
	MEETING - General Development/Design	6
	MEETING - Land Use	4
	MEETING - On Site	7
	MEETING - Pre Application	9
	PERMIT - Fireworks	28
	PLAN - Fire Access & Water Supply (Commercial)	10
	PLAN - Fire Access & Water Supply (Residential)	42
	REFERRAL/COMPLAINT - Citizen	0
	REFERRAL/COMPLAINT - State	0
Division, Fire Marshal Office	Total	175
	Grand Total	175

Clackamas Fire District #1
2021 Structure Fire Cause of Ignition



Year	Fire Cause of Ignition	Incidents	%
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	1.75%
	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%
2020	Act of Nature	0	0.00%
	Cause under investigation	22	10.00%
	Cause undetermined after investigation	30	13.64%
	Cause, other	18	8.18%
	Failure of equipment or heat source	21	9.55%
	Intentional	14	6.36%
	Unintentional	115	52.27%
2020 Total		220	100.00%

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

Business Services Division

To: Chief Fred Charlton and the Board of Directors

From: IT Director Oscar Hicks

Re: Information Technology Services Department Monthly Report – March 2021

In Progress/On-going:

- CRCMP 4/20/2021 - (County Broadband Fiber reroute)
- ESO / Telestaff migration
- Cynamics - network visibility solution that optimizes performance issues and detects threats on mission critical networks (POC)
- Network Core Switch / Wi-Fi upgrade district wide
- End-User training development Office 365
- Office 365 / SharePoint implementation
- Removal of Windows 7 Desktop environment
- FTE backfill ITS Mobile Specialist

Completed:

- On premise exchange migration to Office 365 cloud
- Hosted VOIP research/POC
- Standardization desktop / mobile environment research

Respectfully submitted,

IT Director Oscar Hicks

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Medical Services Division Chief Joshua Gehrke

Re: Emergency Medical Services Division Monthly Report – March 2021

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

In the month of March, Medical Services was still focused on the COVID-19 vaccination efforts. As a result, Clackamas Fire District #1 and our very own Community Paramedic Amyjo Cook were recognized for delivery of vaccinations in the Coronavirus Update from Oregon Health Authority and during the Governor's press conference on vaccination efforts April 2, 2021. In total, our team, comprised of strategic partners, labor, and our medical services team, delivered first doses to more than **3500** people in a single two-day event! Thanks for all your efforts team!!!

- Link for recognition in vaccination efforts: Click Here
- Attended vaccination clinic meetings for upcoming events.
- Attended CCOM Executive Board Meeting and discussed budget proposals from Director Cheryl Bledsoe.
- Attended regularly scheduled battalion chief's morning briefings.
- Attended regular Medical Services Team meeting and EMS team meetings.
- Attended further meetings with Sandy Fire District #72 and Clackamas Fire District #1 staff to discuss the IGA.
- Participated in review of wildfire FEMA-PA claim.
- Collaborated with Chief McKinnon and DC Carlsen to draft the scope of work for the upcoming feasibility study with Sandy Fire District #72.
- Met with Sergeant Brad O'Neil for a Fire/Law liaison discussion to improve joint response challenges.
- Attended several collective bargaining meetings with the negotiation team and labor team.

- Attended Board Interagency Committee Meeting (Clackamas Fire and Sandy Fire), and the Joint Oversight Committee Meeting.
- Attended meeting to discuss recommendations for CCOM from the BDS planning and urban design feasibility study.
- Attended meetings to discuss need for the CFO position and development of both a job description and process for filling the position.
- Attended several meetings to make edits to FY21-22 and moving to a balanced budget in-line with meeting the mission and taking care of our people.

Respectfully submitted,

Medical Services Division Chief Joshua Gehrke

From: Medical Services Battalion Chief Josh Santos

- Attended multiple meetings with Public Health in planning COVID-19 vaccination delivery plan. Currently working with Public Health and first responder partners having IGA's in place to establish an Incident Management Team. This will assist in distributing the responsibility of coordinating and scheduling the multiple large scale vaccination clinics throughout the county through the summer and further.
- Attended internal EMS Committee meeting.
- Appropriate use of 911 workgroup meeting – Lake Oswego Fire, Public Health, AMR and Clackamas Fire are teaming up to create a pamphlet and updated video for long-term care facilities, focused on appropriate use of 911 – seeking final input from first responders, DHS, and other governing bodies to ensure accuracy. Final video and pamphlet edits to take place in April, with projected education and distribution in May.
- Performance Based Ambulance Agreement – Outside consultant scope of work updated to reflect the new direction of the Performance Based Ambulance Service Agreement by the BCC. County procurement to release this RFP as soon as possible in an effort to maintain expected timelines. This consultant team will complete a comprehensive review of our county ambulance service plan and associated agreements and will assist the EMS Council ASA Strategic Plan Taskforce in implementing our EMS Strategic plan, initiatives and objectives based on the 11 points of strategic improvement document drafted in 2019.
- COVID-19 Vaccinations – Delivered several small vaccination clinics (details can be found in Community Paramedic, AmyJo Cook's report) and a large two-day event hosted at Clackamas Town Center which vaccinated 3500 people. The Clackamas Town Center event is the largest vaccination clinic hosted in Clackamas County to date.
- Crew 30 – Assisted BC Brent Olson in establishing direction and process for medical personnel and equipment for the upcoming fire season, and the new Crew 30 employees. There will be a crew member EMT designated for each team. Those EMT's will complete protocol tests to Clackamas Fire standards and have a dedicated BLS kit readily available to assist their crew members in the event of emergency.
- Attended Mobile Integrated Health meeting – Regional group focused on supporting and expanding Community Medicine programs and initiatives.
- Attended virtual meeting with AMR Operations Manager, Jason Mahle – State of the union, crew unusual circumstances, and discussion about the loss of their SSD division and the associated impact on the 911 system.

Respectfully submitted,

Medical Services Battalion Chief Josh Santos

From: EMS Training Officer Captain Mike Verkest

- Multiple Vaccine planning sessions
- Administered 2nd COVID-19 vaccine doses for internal and external persons
- Completed largest external COVID-19 Vaccine Administration Clinic in the county
- Many PACT Trial meetings preparing for start on April 1
- Attended Lift Assist Multi-agency PDSA Cycle planning
- Completed EMS Organizational Meetings (3)
- Met with Aurora Fire Training
- EMS Skills check off continues for 2021 Relicensing process (includes Sandy Fire)
- Received and distributed standardized EMS kits- EMS Council Ops Group
- Volunteer EMS Drill x 2 – Skills Check off
- Attended EMS Council Operations Subcommittee meeting
- Attended Clackamas County QI Meeting
- Attended EMS Committee meeting
- Attended Scientific review committee
- Attended EMS Division Meetings (virtually)
- Attended weekly Training Division Staff meeting (virtually)
- Continuing Work as Situation Unit Leader on internal IMT

Respectfully submitted,

EMS Training Officer Captain Mike Verkest

From: Community Paramedic Amy Jo Cook

- Administered COVID-19 vaccines to vulnerable populations in Clackamas County.
- Assisted two people after opioid overdose with access to recovery/mental health options.
- Assisted crew referral with additional resources for falls/additional care.
- Performed five home visits for frequent callers to assist with additional treatments/support.

- Facilitated large scale drive through vaccination event at Clackamas Town Center.
- Attended multiple COVID-19 vaccine administration meetings.
- Assisted with administering COVID-19 vaccines to public housing residents (185 total).
- Accepted $1000 donation form MODA for Community Paramedic Program.
- Attended weekly EMS division meetings.
- Attended monthly Project Hope meeting.
- Assisted Adult Protective Services with two home visits.
- Interviewed with KGW for the Clackamas Town Center vaccination event.
- Recorded presentation for virtual conference - National Rx and Heroine Summit.
- Instructed at Burn to Learn for Volunteers and new instructors.

Respectfully submitted,

Community Paramedic Amy Jo Cook

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Health & Wellness Director Heather Goodrich

Re: Wellness Department Monthly Report – March 2021

- Wellness staff spent 33 hours working on COVID-19 related activities. The Wellness Director continued work as the Safety/Health Officer in the COVID-19 IMT command structure.
- March COVID-19 Internal Vaccinations. (30 people)
- Annual pre-physical testing for career firefighters/FMO/Chief Officers. (24 people)
- Annual pre-physical testing for volunteer firefighters began this month. (12 people)
- Annual pre-physical testing for Fleet, Logistics and Facilities staff. (1 person)
- Annual blood draws. (44 career, 12 volunteers)
- Annual OSHA required hearing conservation training for career firefighters, volunteer firefighters and DOT. (37 people)
- Immunizations were provided to volunteer firefighters. (6 people)
- Coordinated baseline DOT physicals and drug screens for the Forestry Technician candidates. (12 people)
- Coordinated annual NFPA 1582 physicals for career firefighters, FMO staff and Chief Officers. (27 people)
- Assistance was provided by Wellness to CFD EMS and Clackamas County as they continue COVID-19 vaccine distribution.
- Presented via recorded webinar, the annual OSHA required Bloodborne Pathogen Training for administrative staff.
- Processed and provided follow-up for on-the-job injury reports and for Safety Committee. Four injury reports and one exposure were submitted with two turning into a workers' compensation claims. In addition, four COVID-19 exposure reports were submitted that fell into the low/moderate risk category.

- Rebound/Tactical Athlete coordinated expedited injury care for seven firefighters between 1/1/21 and 3/31/21.
- Coordinated fit for duty physicals for injured career firefighters returning to full duty. (4 pepole)
- Coordinated volunteer injuries and return to work program. (1 person)
- Presented “Work/Life Balance” onsite to career firefighter crews. (31 talks; 106 participants)
- Presented at the mandatory Volunteer Recruitment meeting about Physical Ability testing and requirements as well as Wellness medical testing.
- Provided requested health information to 23 staff, career, and volunteer firefighters.
- Provided requested information to Portland Fire (email), Bend Fire (email & phone), Sandy Fire (Teams), South Kitsap Fire & Rescue (email & Zoom) and Estacada Fire (email).
- The “Monthly Wellness Challnege” was emailed to all support and day staff. March’s topic was fruit and vegetable consumption.
- Created and sent out the monthly Wellness Update and Health Insurance Newsletter.
- Distributed the monthly EAP Employee and EAP Supervisor newsletters by email.
- Staff attended Executive Team, All Chiefs’, Directors’, Training Department, Wellness Staff, Safety Committee, Insurance Committee, Medical Services, Directors’, Volunteer Recruitment, Budget meetings, as well as numerous COVID-19 taskforce meetings.
- Performance appraisals were conducted on new and promoted Wellness Staff. Quarterly appraisals were conducted on existing staff.

Respectfully submitted,

Health & Wellness Director Heather Goodrich

Clackamas Fire District #1 Wellness Update

March 2021

Issue 247

Health Question of the Month

Q: How long do eggs last? Can I freeze them?

A: Eggs can last 3 to 5 weeks if they're uncooked in the shell in the refrigerator. They don't freeze well whole, whether raw or cooked, but you can beat the yolks and whites together and put the sealed liquid in the freezer. Dishes made with eggs, like casseroles, pies, and quiches, should last 3 to 5 days in the fridge or a month or two in the freezer.

Wellness News

- Volunteer pre-physicals will begin late-March/ early-April. Sign-ups will begin soon.
- Chief and 40-hour sworn staff pre-physicals will continue this Month.
- Annual Career Physicals have begun. Please wait until you receive an email from Heather to schedule your appointment.

In this issue

Bill to Protect FFs from PFAS P.1

New US Dietary Guidelines P.2

IAFF Basic Nutrition Tips P.3

Exercise of the Month: 1-Leg Wall Sit P.3

Recipe: St. Patrick's Day Green Smoothie P.4

BILL TO PROTECT FIREFIGHTERS FROM PFAS REINTRODUCED IN CONGRESS

Lawmakers have reintroduced legislation which aims at protecting firefighters and the communities they serve from PFAS and other dangerous chemicals.

The Protect Firefighters from Adverse Substances (PFAS) Act was introduced in the Senate Feb. 4 by Sen. Gary Peters, D- Bloomfield Township, and other lawmakers. The PFAS Act was also introduced in the last Congress and was passed by the Senate, but didn't pass the House.

Sen. Gary Peters reintroduced the Protect Firefighters from Adverse Substances (PFAS) Act into Congress last week. The bill would direct federal agencies to develop best practices to limit firefighters' PFAS exposure.

The bill would direct federal agencies to develop training and best practices to limit exposure to PFAS in fire departments nationwide.

PFAS are often referred to as "forever chemicals," since they are extremely difficult to break down.

PFAS (per- and polyfluoroalkyl substances) are contaminants that can cause health concerns such as thyroid disease, kidney and testicular cancers as well as higher levels of cholesterol. According to the EPA, PFAS can be found in stain- and water-repellent fabrics, nonstick products, polishes, waxes, paints, cleaning products and fire-fighting foams.

At the federal level, officials are focusing on ways to remove the contaminants from water supplies and other areas where they can cause harm to people.

"Protecting firefighters from harmful exposure to dangerous PFAS chemicals is the least we can do for these heroes who put their lives on the line to keep our communities safe," Peters said in a statement. "I am proud to reintroduce this bipartisan bill that will help protect the health and safety of first responders by limiting their exposure to these harmful chemicals in the line of duty."

The recently-relaunched PFAS Congressional Task Force, a bipartisan group of lawmakers focusing on PFAS-treatment legislation, also plans on pressuring environmental officials in the administration of President Joe Biden to enact a national clean drinking water standard.

For firefighters, exposure to PFAS while responding to emergencies is something that occurred, particularly in previous years before the dangers of PFAS were well known.

"I thank Senator Peters for his continued leadership on the PFAS Act," said Chief Richard R. Carrizzo, the President and Chairman of the Board of the International Association of Fire Chiefs.

"As we learn more about PFAS, it is important for fire departments to adopt policies to reduce firefighters' and the general public's exposure. This legislation will develop helpful guidance that local fire departments can use. I welcome the PFAS Act's reintroduction and urge Congress to pass it as soon as possible."

Source: www.firerescue1.com

Is There a D-Fence Against COVID-19?

There is a possible link between low vitamin D and coronavirus severity.

More science is needed, but being deficient in vitamin D may make someone more likely to experience serious health complications if infected with COVID-19. Researchers analyzed all European studies from 1999 onward that measured vitamin D status among adults. The scientists then compared vitamin D levels with death rates from COVID-19. The study findings showed a statistically significant correlation between low vitamin D levels and mortality from COVID-19.

Populations where vitamin D deficiency is more common tend to experience higher infection and death rates from the virus. Beyond its role in bone health, vitamin D also supports the immune system through several immunity pathways—including, apparently, those involved in fighting this virus.

The study showed association, not causation. However, the authors suggest it's likely that optimizing vitamin D levels in populations could help to reduce serious COVID-19 complications and death rates. Raising levels of vitamin D can be accomplished through sensible sun exposure, where possible; through dietary measures, such as eating fortified foods and vitamin D–rich fatty fish, like salmon and sardines; and through supplementation with about 1,000 IU of vitamin D daily, if needed. There is no data to support the use of excessive supplementation (4,000 IU or more).

Source: IDEA Fitness Journal, Sept. 2020

MARCH IS NATIONAL NUTRITION MONTH!!!

New US Diet Guidelines

The new federal Dietary Guidelines for Americans were released in late December, offering advice on what to eat by life stage, including information on babies from birth to age 2 for the first time since 1985. "Make every bite count" is the theme of the ninth edition of the guidelines.

Released by the U.S. departments of Agriculture and Health and Human Services, the guidelines are designed to represent the government's advice for the next 5 years. The guidelines are used to develop, put in place, and evaluate federal food, nutrition, and health policies, as well as to help people eat a healthy diet.

"Science tells us it is never too early nor too late to eat healthy," Admiral Brett Giroir, MD, assistant secretary for health, said at an event unveiling the guidelines. The emphasis, he says, should be on healthy dietary patterns; not a single food, but rather "how all the foods and beverages a person consumes adds up over time."

The new guidelines continue to support many of the recommendations from previous ones, says Connie Diekman, a registered dietitian and food and nutrition consultant and former president of the Academy of Nutrition and Dietetics. "Science continues to support the evidence for leaner, lower-fat, more plant-based foods," she says.

Four basic guidelines are recommended, including:

- Follow a healthy diet at every life stage, from birth through adulthood. The guidelines offer specific information by stage.
- Customize the foods and beverages you eat and drink to meet personal preferences, traditions, and budgets.
- Focus on meeting food group needs with nutrient-dense foods and beverages, staying within calorie limits. (The guidelines give examples of typical vs. nutrient-dense foods. Plain, low-fat yogurt with fruit, for instance, is nutrient-dense; full-fat yogurt with added sugars is typical.) The food groups include vegetables, fruits, grains, dairy and fortified soy alternatives, and proteins.
- Limit foods and beverages higher in added sugars, saturated fats, and sodium. And limit alcoholic beverages.

Updated Information for Infants, Toddlers

- From birth through 1 year, or longer if desired, human milk exclusively is preferred. If unavailable, use iron-fortified infant formula. Provide supplemental vitamin D soon after birth.
- Nutrient-dense foods can be started at age 6 months, including potentially allergenic foods. A variety of foods from all food groups is needed, and foods rich in iron and zinc should be included.

Added Sugars, Saturated Fats, Sodium, Alcohol

As before, officials recommend that most of a person's daily calories come from nutrient-dense choices, with little room left for extra added sugars, saturated fat, sodium, or alcoholic beverages. The recommended limits are:

- Less than 10% of calories from added sugars, starting at age 2. Avoid added sugars before age 2.
- Less than 10% of calories daily from saturated fat, starting at age 2.
- Less than 2,300 milligrams of sodium per day; less for children younger than age 14.
- No more than two alcoholic drinks a day or less for men, and one for women.
- The expert panel had recommended even lower limits on sugars and alcohol, but the officials on Tuesday said science did not yet back up that recommendation.

Nutrition by Older Life Stages

The guidelines also have recommendations for other life stages. Among them:

- Because 41% of children ages 2-18 are overweight or obese, the emphasis should be on eating to ease weight gain while supporting normal growth and development. Physical activity should be encouraged.
- Physical activity is also encouraged, plus healthy eating, for adults 19-59. Aim for 150-300 minutes of moderate physical activity weekly, plus muscle-building activity.
- For pregnant and lactating women, the report offers guidance on changing calorie needs and on weight management.
- Adults 60 and older have lower caloric needs but similar or higher nutrient needs.

Source: www.webmd.com

fire fighter NUTRITION

Eat for Health.
Eat for Life.
Eat for Real.

BASIC NUTRITION TIPS

Choose whole, real food.
Build meals using a variety of plant and animal-based foods.

Eat protein at every meal.
Include a palm-size serving of protein at every meal.

Add in vegetables.
Aim for 1-2 fist-size servings with each meal.

Choose nutrient-dense carbs.
(fruits, potatoes, beans/legumes, whole grains, etc.)

Be intentional about fat.
Choose naturally occurring fats (olive oil, nuts, avocados, etc.)

Work towards better.
This is a slow process, don't expect perfection.

www.iaff.org/nutrition #IAFFnutrition

Exercise of the Month

ONE-LEGGED WALL SIT

Wall sits work your entire lower body—glutes, hamstrings, and quads. Single-leg wall sits are more challenging, intensifying the work demands of the loaded leg and engaging your core.

- Stand with your back against a wall, placing your feet about two feet out in front of you. Feet should be hip-distance apart.
- Bending your knees, slide your back down the wall until your knees are at 90-degree angles. Your knee joints should be over your ankles.Thighs should remain parallel.
- With your core engaged, extend your left leg out. Hold for 15 seconds, then lower.
- Repeat the same motion, slowly lifting your right leg. Hold for 15 seconds.
- Perform for one minute.

How Much Fiber Should We Eat to Stay Healthy?

Most people aren't getting nearly enough.

The fact that fiber is good for us isn't breaking news. But now we have a better idea of just how much we should be eating to add years to our lives. A study commissioned by several health and educational entities, including the World Health Organization, and published in *The Lancet* analyzed 40 years' worth of data from 243 previous observational studies and randomized controlled trials. The evidence showed that consuming 25-29 grams of fiber each day can help protect against a slew of killers, including heart attack, stroke, type 2 diabetes and colorectal cancer. Pushing fiber intake above the 30g mark may provide even greater armament against these chronic diseases. People eating the most fiber were found to be 15%-30% less likely to die prematurely from any cause as compared with those eating less fiber.

Americans consume, on average, a meager 16g of fiber each day, not nearly the amount needed to guard against disease.

A few examples of fiber content:

- 1/4 cup steel-cut oatmeal (5g)
- 3/4 cup raspberries (6g)
- 1 Tbsp chia seeds (5g)
- 1/2 cup lentils (8g)
- Baked sweet potato with skin (4g)

Source: IDEA Fitness Journal, July/Aug 2020

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Recipe of the Month: St. Patrick's Day Green Smoothie

The best green smoothie recipes are full of iron, potassium and vitamins galore AND taste like a tropical treat from all the island fruit.

INGREDIENTS:

- 1 cup fresh spinach, tightly packed
- 1 cup water
- 1/2 cup frozen pineapple
- 1/2 cup frozen mango
- 1 banana *(Not a fan of bananas? Swap it for 1/4 avocado, or 1/2 cup peaches.)*

PREPARATION:

1. Put spinach in a blender with water. Blend together until all chunks are gone. (Should resemble green water when blended well).
2. Toss pineapple, mango and banana in blender. Using frozen pineapple and mangos to chill the smoothie down and save time cutting and prepping.
3. Blend it all together until smooth and creamy. Depending on your blender, this could take as little as 30 seconds or as long as 2 minutes. Pour into glass and serve immediately, or store in fridge with a lid until ready to drink.

Nutrition Facts:
Servings: 1
Serving Size: 16 oz.
Calories: 203
Total Fat : 0.9g
Protein: 3.3g
Carbohydrate: 51.2g
Fiber: 6.2g
Sodium: 36mg
Vitamin C: 88.2mg
Iron: 1.5mg
Calcium: 62.5mg

Source: www.simplegreensmoothies.com

DID YOU KNOW?

Americans average at least 75lbs of added sugar annually—that's about 22 teaspoons a day, which provide about 350 "empty" calories. Nearly half of that sugar comes from sweetened beverages; one 16-ounce soda has about 11 teaspoons of sugar.

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Training Battalion Chief Melanie Kinne

Re: Training Department Monthly Report – March 2021

The Vehicle/Machinery Extrication class, Live Fire Instructor class, a collaborative Burn-to-Learn with Sandy Fire and three weeks of Multi-Company Battalion drills were all successfully conducted in March, along with ongoing specialty company training, apparatus mentorship sessions and probationary firefighter evaluations. We will sadly lose ATO Meyer as he will be promoted to Lieutenant and assume a position in Operations in May. He will be sorely missed, and we wish him the best of luck in his new role. His leaving and the retirement of TO Walker has prompted us to conduct a recruitment and testing process for both positions in April.

The Training Center and grounds continue to be improved by our Training Technician (and Volunteer Firefighter of the Year!) Shawn Hepler, numerous volunteer firefighters and the Facility Management Department. They are creating more usable space to conduct our many activities and we appreciate all the hard work they have put into these projects.

Lieutenant Knapp created a rope rescue manual specifically for the District and Specialist Demeter has been formatting and publishing it so it can be used for the rope rescue class that begins on April 5th. Thank you both for achieving this milestone!

As another incredible milestone this month, Clackamas Fire was accredited to deliver DPSST certifiable Live Fire Instructor training statewide. After two years in the application process, our curriculum was the first in the State to be approved and will be used as the model for other departments to follow. A huge thank you to Lt. Ron Schmitt for his ongoing effort in moving this project forward and bringing it to a positive resolution.

This team embodies what it means to share the common goal of supporting each other and our people and I am grateful to be surrounded by individuals who serve the District with this level of passion and professionalism.

<u>Projects/Events/Meetings/Training – BC Kinne</u>

- Daily Battalion Chief Briefings
- Daily Training Team Briefing
- Weekly Training Division Planning meeting
- Weekly Division Leader meeting
- Weekly Executive Team meeting
- Monthly Board of Directors Meeting

- Volunteer training meetings/ assess training delivery efficacy
- Virtual Volunteer drill delivery 3/24
- Annual budget development and MUNIS entry
- Instructor 1 & 2 class preparation
- Employee Quarterly Check-Ins
- Vehicle/Machinery extrication class facilitation
- Sandy Fire Contract review, edits, and meetings
- Documentation Training cost estimate and vendor vetting
- CCOM Liaison during storm
- ATO/TO job description review and testing preparation
- Live Fire Instructor class delivery 3/10
- Live Fire Instructor course lecture and delivery preparation
- Sandy Fire/ Clackamas collaborative burn to learn 3/13/2021
- Employee Quarterly Check- Ins
- Hillsboro Fire HR meeting re: eliminating bias in hiring processes
- BC CBA negotiation meeting
- Division Chief interview
- Probationary BC portfolio submittal

Projects/Events/Meetings/Training – TO Sakaguchi

- Collaboratively developed TO/ATO job descriptions
- Interacted with classes on the training grounds
- Worked on Target Solutions assignments
- Discussed training expectations with TO Walker and ATO Fullerton
- Met with AT Ode about reservations calendars
- Discussed Sandy SCBA training and content with Chief McKinnon
- Worked on the training calendar with AT Franzen
- NAFT
- Worked on EMT recert.
- Diversity, Equity, Inclusion and Equivalency meeting with City of Hillsboro HR
- Reviewed and discussed drill lesson plan with ATO Meyer
- Reviewed CPSs and FRP with BC Mulick
- Checked in with ATO Fullerton about 2nd quarter drill plan
- Discussed Instructor classes with TO Walker

Projects/Events/Meetings/Training – TO Walker

- Letter to Lake Oswego Fire for use of Maritime classes
- Volunteer Academy 20-01 Graduation ceremony prep
- Safety Committee meeting and facility inspections
- Worked on Instructor I & II classes that will be held May 3,4
- Planning for 20-03, 6th month probationary FF testing
- Completed month 9 probationary FF testing for the 20-02 class
- Presented at the Volunteer introduction meeting for the 21-01 class
- Completed certification paperwork for academies
- Check in with ATO Fullerton on upcoming Search drill
- Checked on progress for academies 20-02 and 20-03

Projects/Events/Meetings/Training – ATO Meyer

- Alternative Water Supply Battalion drills all month
- Added a new mentor to the AO Mentor group
- Drafted an email to seek out interest in Volunteer drill instruction
- Reworked mentor notes template for AO Mentors

Projects/Events/Meetings/Training – ATO Fullerton

- Assisted with Quarter 1 Battalion drill delivery
- Quarter 2 Battalion drill development
- Quarter 2 Volunteer drill development
- Assisted with Search FRP/CPS review and update
- Rolled out Search Knowledge/Training survey to line crews
- Recorded a webinar based on information gathered in response to Search survey
- Writing script and storyboard for FF basics video on Search
- Participant in Live Fire Instructor pre-load and class – Live burn with volunteers
- Facilitated and instructed Vehicle Extrication class

Respectfully submitted,

Training Battalion Chief Melanie Kinne

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Division Chief Nick Browne

Re: Operations Department Monthly Report – March 2021

- Meetings Attended:
  - Executive Team Meetings
  - Monthly OPS
  - COVID-19 Tactics and Planning Meetings
  - COVID-19 Operations Section Chief
  - Daily Battalion Chief Briefing Updates
  - CFD Board Meeting
  - Estacada Board Meeting
  - Joint Oversight Committee Meeting
  - Clackamas Fire Defense Board
  - CCOM Fire Users
  - C800
  - Budget monitoring
  - Labor Management
  - REGIS Steering Committee
  - Met with Sandy Fire's Operations Chief
  - Meeting with TVF&R Operations
  - Chief Planning Meetings
  - Microsoft Office 365 Steering Committee
  - Policy Review
  - FRP Review
  - Captain's and Operations Meeting
  - Operations Meeting
  - Bargaining Meetings

    - Fire Chief Transitions Meetings
    - Multiple Budget Meetings
    - Chief Interviews
    - Wildland Crew meetings
- Coverage Officer
- Met local officials as part of Fire Chief transition
- Worked with a team on the CFO job description and process
- CFO application review
- Met with President Cross and Data Services Director Hopkins to discuss future data reports

Respectfully submitted,

Division Chief Nick Browne

Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Battalion Chief Brent Olson

Re: Operations Department Monthly Report – March 2021

Significant Incidents:

- No significant incidents engaged in the month of March.

Projects/ Events/ Training/ Meetings

- Continued work on seasonal hand crew with Clackamas Workforce, weekly meetings
- District Safety Committee meeting – 3/10
- Clackamas County Fire Defense Board meeting
- Yearly Occupational Health Screening
- Continued work on September Wildfires AAR actionable items
- Interviewed for Seasonal Hand Crew positions
- Completed Paramedic Recertification hours and skills check-off
- Wildfire FEMA claim meeting
- Meeting with ODF regarding State and Federal fire deployment of Hand Crew
- CCC instructor training meeting
- CCC Foundation meeting and donor request for vehicle donation

Respectfully submitted,

Battalion Chief Brent Olson

North Battalion – A Shift
Battalion Chief Dan Mulick

Significant Incidents
- No significant incidents

Projects/Events/Meetings/Training
- Developed a Search FRP
- Assisted Training with CPS review and development
- Vehicle Extrication class completed
- Tiller/Aerial class being assembled for May
- Battalion Rural water supply drills
- Probationary officer training

North Battalion – B Shift
Battalion Chief Kyle Olson

Significant Incidents
- No significant incidents

Projects/Events/Meetings/Training
- New BC Truck build. Two new BC trucks arrived, planning/design for vehicle build.
- US&R Budget planning, meetings with US&R Captain and members of the team.
- Attended High Angle Rope Rescue Drill with tech teams to simulate extricating victims from a vehicle that is hanging from the side of a building, cliff, or bridge. This training will last several months. It was very technical, and the crews did an amazing job.
- BC incident command reference/resource tools development project.
- Working with Training division on planning for a US&R Trench Rescue Class that will be offered within the next couple of months.

North Battalion – C Shift
Battalion Chief Jason Ellison

No report. On leave during March.

East Battalion – A Shift
Battalion Chief Greg Holland

Significant Incidents
- MVA on Day Hill Rd, single vehicle rollover with two people trapped. Both occupants flown to OHSU.
- Fatal industrial Accident on Amissigger.
- House fire on Hwy 224, contained to bathroom fan and insulation immediately surrounding it.

Projects/Events/Meetings/Training

- Water supply drill, Bricklayer portion and didactic portion.
- Scheduled Hose and Ladder testing with National Hose Testing Co.
- Solicited bids for 2022 Hose and Ladder testing in preparation for budgeting process.
- BC Resource Folder added to MDC desktop for quick reference.
- E371 Scheduled tour of Bull Run Watershed for April with E314 & BC301.

East Battalion – B Shift
Battalion Chief David Palmer

Significant Incidents

- No significant incidents

Projects/Events/Meetings/Training

- Various operational/crew Zoom and Teams meetings this pay period
- Budget reconciliations and preparations for next fiscal year
- Various drills with crews
- Face to face crew meetings
- Hazmat work and forecasting for next year

East Battalion – C Shift
Battalion Chief Tony Cordie

Significant Incidents

- No significant incidents

Projects/Events/Meetings/Training

- Conducted operational briefings with crews via Zoom
- East Battalion training with crews - alternative water supply
- Met with East Battalion crews to go over operational priorities
- District familiarization of Boring
- Target hazard familiarization of several commercial buildings in Sandy
- Probationary AO and firefighter evaluations
- Probationary firefighter evaluations
- Met with Sandy crews on operations and service delivery
- Worked on rural water supply deployment policies and FRPs

South Battalion – A Shift
Battalion Chief Burke Slater

Significant Incidents

- Truck 316 And BC303 assisted Molalla Fire on two different fire events, Truck 316 did an extraordinary job in ventilation and doing a primary search in what became a fatal house fire. The second fire was a community room building at a 55 and older trailer park and again the crew performed vertical ventilation.

Projects/Events/Meetings/Training

- Gathered more details about the Blue Heron campus to assist in the development of the IAP for any future event there.

South Battalion – B Shift
Battalion Chief Jonathan Scheirman

Significant Incidents

- No significant incidents

Projects/Events/Meetings/Training

- Station Staffing/Roster work
- Completed EMS Recertification Training and Skills Check Offs
- Presented Blue Heron Paper Mill Fire AAR

South Battalion – C Shift
Battalion Chief Ted Willard

Significant Incidents

- March 9th: Water Rescue on the Willamette
- March 13th: Barn fire and a grass fire

Projects/Events/Meetings/Training

- March 9th: Ops meeting
- March 24th: Ops meeting

PROFESSIONAL FIRE FIGHTERS ASSOCIATION of CLACKAMAS COUNTY
LOCAL 1159 • International Association of Fire Fighters

Since 1954

Mark Corless
President

Mark Oelschlager
Vice President

Chris James
Treasurer

Nate Hon
Secretary

To: Chief Fred Charlton and the Board of Directors
From: Andrew Gordian, Shop Steward L1159
Re: Local 1159 Monthly Report – April 19th, 2021

Mr. President and members of the board,

Thank you for the opportunity to establish this open line of communication. Our goals have been aligned for quite some time now and we, Union leadership, look forward to strengthening our relationship while collaboratively improving Clackamas Fire District #1.

Our plan is to use these updates as an opportunity to introduce you to a new member of our Union leadership each month. With that, my name is Andrew Gordian. I serve as the Clackamas Fire Shop Steward representing 226 line firefighters, paramedics, and members of the Fire Marshal's Office. My primary functions include contract negotiations, resolving labor disputes, and generally being a voice for membership. I spent my first four years as a Union firefighter with Canby Fire, was hired with Clackamas in 2012, and I am currently an Apparatus Operator at station 3 on the Hazardous Materials Team. I also serve as a board member representing Local 1159 on the Clackamas Emergency Services Foundation and am a member of the Clackamas Fire Honor Guard.

We would like to give you a brief overview of Local 1159's organizational structure.

<u>Local 1159</u>
President – Mark Corless
Vice President – Mark Oelschlager
Secretary – Nate Hon
Treasurer – Chris James

<u>Clackamas Fire Shop</u>
Shop Steward – Andrew Gordian
Assistant Steward – Mark Gayman
Assistant Steward – Steve McAdoo
Assistant Steward – Patrick Dunne
Assistant Steward – Bruce Neelands

(cont. on next page)

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Follow us
@iaff1159

Mark Corless
President

Mark Oelschlager
Vice President

Chris James
Treasurer

Nate Hon
Secretary

Some of the work that Local 1159 has done recently.

- Charitable donations through our 501(c)(3):
  - Donation to Clackamas Little League, we have sponsored for three years in a row.
  - Donation to Clackamas Fire Ballers Softball Team
  - April - Applications open for Local 1159 scholarships for members' children

- Political action donations:
  - Umatilla - $500 donation to assist with levy to retain firefighters for their community in Hermiston and surrounding area.
  - Grants Pass - $500 donation to assist levy to retain firefighters to maintain 3-person staffing

- Oregon State Firefighter Council:
  - Convention (OSFFC) update - Local 1159 was voted in as the 8th district at last convention and will be represented by 8th District VP Nate Hon from Local 1159. OSFFC plays a role in statewide politics and assists locals throughout the state with their political races and is a resource for any other needs (e.g., peer support, PERS, navigating grants, social media assistance, workman's comp issues, legal issues, etc.) OSFFC is politically active at the capital and works closely with our legislatures to protect our members wages, hours and working conditions.

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Emergency Services Division

To: Chief Fred Charlton and the Board of Directors

From: Volunteer Services Battalion Chief Steve Deters

Re: Volunteer Services Department Monthly Report – March 2021

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

Fire Training:

3/3/2021 Alternative Water Supply
3/10/2021 Alternative Water Supply
3/13/2021 Burn To Learn
3/24/2021 Roundtable on resume review and interview preparation

EMS Training

3/17/2021 Skills Check Off details
3/20/2021 Skills Check Off details

Support Drill

3/11/2021 Rehab Drill – Station 21 introduction
3/31/2021 Rehab Drill – RH 308 Familiarization

In March the Volunteer group participated in the following Events/Meetings:

None

Explorers:

No activity reported

Public Relations:

None

Station Coverage:

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

Stn. 12	4/31	
Stn. 13	12/31	(1 - 24 hour shift)
Stn. 18	31/31	(5 - 24 hour Friday shifts)
Stn. 21	13/31	
RH/WT	20/31	

Personnel Changes:

Support Volunteer - Hannah Burns - Resigned
Support Volunteer - Les Andersen - Resigned
FF/EMT – Caleb Whittington – resigned – Hired – Hillsboro Fire

Volunteer Association:

3/01/2021 Volunteer Association Board Meeting via Zoom Meeting

Volunteer Recruitment:

VRA 20-01 Suppression Academy
Suppression Volunteers Swearing In on 3/31/2021
Suppression Volunteers will start station shift rotations starting on 4/1/2021

VRA 20-01 Suppression Support Academy
Suppression Support Volunteers Swearing In on 3/31/2021
Suppression Support Volunteers started station shift rotations on 3/13/2021

Respectfully submitted,

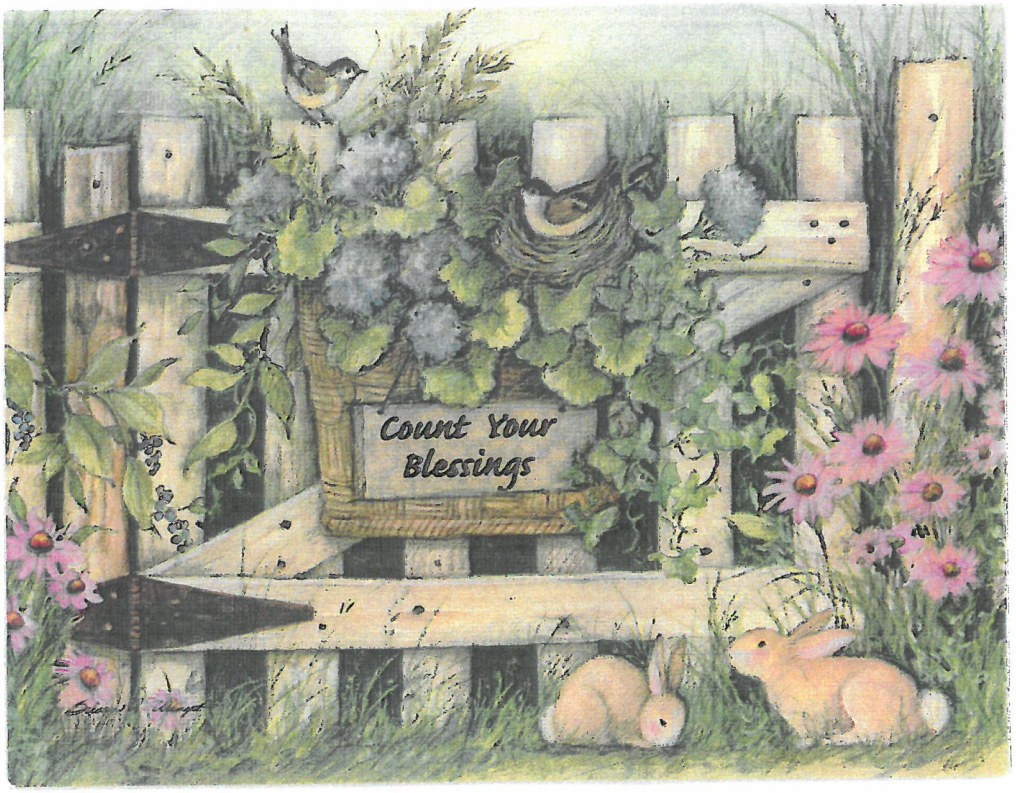
Volunteer Services Battalion Chief Steve Deters

CORRESPONDENCE

C-1 Thank you from Trinity Lutheran Church thanking CFD for their caring service during all the year's challenges.

C-2 Thank you via Facebook: Mother was appreciative of our Facebook videos that inspired her toddler. The video mentioned was the E310 story time video featuring AO Steve McAdoo and FF AJ Stuck.

C-1



Clackamas Fire District #1

We at Trinity Lutheran are counting our Blessings.

This past year brought many challenges, The Pandemic, The Wild Fires, and here in Clackamas County, The Ice Storm.

We want to Thank You for your Caring Service to our Community.

Happy Easter,
Friends and Families of
Trinity Lutheran Church
Oregon City

My mom in law just sent me a link to your YouTube story time video and I just wanted to say thank you!!!! On behalf of my 2.5 yr old who is infatuated with fire trucks and misses visiting our local fire station. I can't wait to show it to him in the morning! Many many thanks!!! You guys are awesome!

My 3yr old is making 310 Clackamas fire with a telescopic ladder. First time playing with wikki sticks. Thank you so much for your videos - we thoroughly enjoy them! Virtual hugs all the way from Cape Cod!

🙂

Here's the picture - it has the fire engine with #10 on it (didn't have room for #3 in the front), turntable, ladder, arial bucket with a firefighter spraying water on the fire (blue and orange) and the smoke is the purple stick. If you can, please share with the firefighters with our deepest gratitude!

The mother is referring to the E310 story time video featuring AO Steve McAdoo and FF AJ Stuck.

INFORMATIONAL ITEMS

No informational items to report for the month of March.