



Clackamas Fire District #1

Board Meeting Briefing Packet

July 19, 2021



To safely protect and preserve life and property

CLACKAMAS FIRE DISTRICT #1

**Board of Directors' Meeting
Monday, July 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.**
- II. CHANGES TO AGENDA (p. 2)**
- III. APPROVAL OF MINUTES OF THE WORK SESSION ON JUNE 15, 2021 (p. 5),
THE REGULAR BOARD MEETING ON JUNE 21, 2021 (p. 12), AND THE
WORK SESSION ON JULY 6, 2021 (p. 26).**
- IV. PUBLIC COMMENT** (*The President will call for statements from citizens regarding
District business, not to exceed three minutes per person.*)
- V. PRESENTATION – BOARD TRAINING –** Jeff Griffin from Wilson-Heirgood
Associates
- VI. BUSINESS – Action required**
 - B-1 Request Board Approval to Change Meeting Time –** Chief Nick Browne
 - B-2 Discussion on Temporary Committee Assignments –** President Cross
 - Capital Projects Committee
 - Foundation Liaison
 - Interagency Committee
 - Volunteer Association Liaison Alternate
 - p. 36 B-3 Request Board Approval to Purchase Used 2018 Ford F550 4X4 Crew Cab –**
Fleet Manager Bill Bischoff and Battalion Chief Brent Olson
- VII. OTHER BUSINESS – No action required**
 - OB-1 Legislative Update –** Lobbyist Genoa Ingram



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p. 38 OB-2 Board Committee/Liaison Reports

Joint Oversight Committee – Director Syring and Director Joseph
May Clackamas Emergency Services Foundation Board Meeting Minutes (Board packet)

OB-3 Board Informational Updates/Comments

VIII. INFORMATIONAL ONLY

A. Division / Department Reports

- p. 46 R-1a** Office of the Fire Chief – Chief Nick Browne – Verbal
R-1a.1 Governmental Affairs- Battalion Chief Brandon Paxton (Board packet)
R-1a.2 Health & Safety – Chief of Health & Safety Heather Goodrich (Board packet)
- p. 54 R-1b** Office of Strategic & Business Services - Assistant Chief Stewart (Board packet)
R-1b.1 Community Services – Deputy Chief Doug Whiteley (Board packet)
Public Education – Captain Kari Shanklin (Board packet)
R-1b.2 Fire Marshal’s Office – Battalion Chief Shawn Olson (Board packet)
R-1b.3 Human Capital – Division Chief Joshua Gehrke
R-1b.4 Support Services – Division Chief Michael Carlsen (Board packet)
Fleet Services - Manager Bill Bischoff (Board packet)
Facility Maintenance - Manager Scott Vallance (Board packet)
Logistics Services – Manager DeAnn Cordes (Board packet)
R-1b.5 Technology – Chief Technology Officer Oscar Hicks (Board packet)
Information Technology Services – Manager Steve Watkins (Board packet)
Data Services – Manager Shelby Hopkins (Board packet)
- p. 79 R-1c** Office of Financial Services - Chief Financial Officer Mark Whitaker (Board packet)
- p. 106 R-1d** Office of Emergency Services – Division Chief Josh Santos and Division Chief Dan Mulick
R-1d.1 Medical Services - Division Chief Josh Santos (Board packet)
R-1d.2 Operations – Division Chief Dan Mulick (Board packet)
Emergency Management – Emergency Manager Gregg Ramirez (Board packet)
Training Department - Battalion Chief Steve Deters (Board packet)



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R-1e Professional Firefighters of Clackamas County Local 1159 – Shop Steward
Andrew Gordian - Verbal

p. 117 R-1f Volunteer Services – Battalion Chief Steve Deters (Board packet)

R-1g Volunteer Association Report – President Kirk Hambley - Verbal

p. 119 **B. Correspondence**

p. 120 **C. Informational Items**

D. Next Meeting

The next Board of Directors’ meeting will be on Monday, August 16, 2021 at 6:00 pm; location to be determined.

IX. REGULAR BOARD MEETING RECESSES

X. EXECUTIVE SESSION CALLED TO ORDER UNDER ORS 192.660 (2)(d) TO DISCUSS LABOR CONTRACT NEGOTIATIONS

XI. REGULAR BOARD MEETING RECONVENED

XII. ADJOURNMENT

UPCOMING EVENTS:

August 16 – Regular Monthly Board Meeting – 6:00 pm; location to be determined.

Clackamas Fire District #1



**BOARD OF DIRECTORS' WORK SESSION
June 15, 2021**

(This meeting was recorded.)

**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 4:05 pm. He noted the meeting was being held via teleconference.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Don Trotter, Marilyn Wall; Fire Chief Nick Browne; Assistant Chief Brian Stewart; Division Chief Dan Mulick; Battalion Chief Steve Deters; CFO Mark Whitaker; Clackamas District 1 Local 1159 Shop Steward Andrew Gordian; Incoming Board Director Chris Hawes; and Executive Assistant Rachel Trotman.

II. PUBLIC COMMENT

None.

III. BARGAINING UPDATE: "D" SHIFT CONCEPT

Chief Browne explained they will be going over the D-Shift Concept. Another focus will be to give an update on the bargaining between the Local 1159 and Clackamas Fire District #1 (CFD). This will also be discussed further in the upcoming Executive Session.

AC Stewart shared that their intent is to provide great service to the public and make sure they take care of their members as well. He's been associated with safety and health for the last eight years at the state level. He explained that their approach in bargaining this year was focusing on how they can take care of their members even better than they do today.

He shared a slide showing a brief history of how CFD has cared for the community and the firefighters. He explained the services offered as well as the steps taken to care for personnel.

Director Joseph asked what bailout gear was.

AC Stewart answered that bailout gear is a belt and rope system that is on the firefighter's pants. They can connect a hook to windowsill and can lower themselves safely out the window if other exits or ladders are inaccessible. Every career firefighter has bail out gear issued to them. All volunteers have one for each seated position.

AC Stewart explained that he will be going over health and well-being challenges, outline the four-platoon model, and show how they will implement and evaluate that model.

He shared a slide that went over the current situation. The Wellness Department disseminates a lot of current information to the members such as cancer risks. They also give quarterly talks at the stations. The Wellness Department and the firefighters in the district are gaining a greater sense of awareness of the long-term physical and mental health impacts of the career and the schedule. For example, hypervigilance (the ongoing, near constant state of alertness) impacts the cardiovascular system. He explained that there has been increasing research on firefighters and the impacts of sleep deprivation, including the 24/48 schedule.

He shared that alternative schedules have been initiated. The 48/96 schedule (2 days on, 4 days off schedule) has been used on the west coast for the last decade. There are more agencies that are gravitating toward the four-platoon model.

AC Stewart presented a slide on “What Kills Firefighters?”. He explained that a number of organizations track information on firefighter deaths, including the NFPA. However, they do not track firefighter suicides or cancer related deaths. There are efforts to change that, but currently there are other organizations capturing that information. He went over statistics for 2019 for firefighter deaths that were related to heart attacks, suicide, or cancer. These are all factors they consider when looking at how to improve the quality of the firefighters’ lives during their careers and during their retirement.

He then presented a slide going over the Hypervigilance Biological Rollercoaster. While at work, firefighter’s bodies are primed to be in response mode. The expectation to respond or be ready to respond, is always there and can be stressful.

The next slide covered the impacts of sleep disruption and disorders. He gave several examples of how interrupted sleep can impact their health. For example, not getting restorative sleep can cause a decrease in cancer-fighting immune cells and affect mental health. There are also increasing studies related to the impacts of estrogen and testosterone levels from sleep disruption.

AC Stewart said that sleep disruption is even more of a factor now since studies show that night calls have increased. Since 2010, CFD saw a 57% increase of total call volume. Night calls specifically increased 90%. Therefore, firefighters are likely dealing with hypervigilance during the stay and interrupted sleep cycles at night. The longer firefighters are in these sustained states, the more a longer recovery period is needed to avoid negative health impacts.

Director Wall asked what times are considered a “night” call?

Shop Steward Gordian shared that its calls from about 2000-0600.

CFD has implemented other tools to mitigate this risk, but the district also wants to look at moving to a four-platoon model – A, B, C, and D. Currently, CFD has three platoons – A, B, and C. In 2017, the Local 1159 expressed some interest in the four-platoon model but it did not move forward. The district is reexamining the model this year.

The model would trade kelly days off-work for dynamic days on-work. At the end of the year, they will have worked the same number of shifts.

The district has done thorough research into this model and how it could affect the crews as well as the different departments within the district. The district spoke with five fire agencies currently using the four platoon models, all in Washington. There are no agencies in Oregon, that they know of, that use this model.

There are some minor costs with transitioning to this model (or any model). Coding changes will be needed for Telestaff and it affects a number of rules within that system. Staff time will be needed for planning and implementation. There is some cost savings with this model as there will be no kelly days, therefore there will be no more floaters. Removing the floater stipend will save about \$40,000. This model will also add 16 more technical staffing positions (water rescue, hazmat, etc.) which means 16 additional people will be trained in those specialties. The district is looking at implementing this model in January of 2023.

Director Syring asked about the floater positions. Don't they fill in for vacation, sick, longer medical leaves, etc. in addition to kelly days?

Chief Browne explained that based on the number of kelly days in the system, 21 floaters are required. The floaters only fill for kelly days, but they are capable of filling in for sick, vacation, etc., if they aren't already working a kelly day. All operations replacement for sick or vacation time is budgeted separately. Floaters would become regularly scheduled individuals at a station.

Discussion followed about floaters, sick, and vacation leave.

AC Stewart showed a slide on the number of shifts with the current three-platoon model with Kelly Days and the four-platoon model with dynamic days.

Three-Platoons with Kelly days

121 shifts per platoon per year – minus 15 Kelly Day per year = **106 shifts per year worked by employee**

Four-Platoons with Dynamic Days

91 shifts per platoon each year + plus 15 dynamic days per year = **106 shifts worked by employee**

He gave the example of an individual working 91 shifts on their B shift. They would also pick up 15 extra days that will be assigned like covering a vacancy on C or D shift.

The four-platoon model would provide three consecutive days off which would increase that restoration period. It requires the same number of firefighters per apparatus, per day, and per year. There would be no additional staffing needed.

Director Syring requested that he further explain what a dynamic day is and how it is scheduled.

AC Stewart explained that if 365 days is split into four parts, each shift could only work 91 days. To work the full year, they need 106 shifts, so they need to have other “payback” days. For example, someone assigned to A shift will work 91 shifts on A shift. They still owe the department 15 days, so they take those days on another shift. Right now, every shift has every seat filled with a firefighter on their permanent shift. If they move to a four-platoon model, they will have some vacant crews on D shift because they don’t have enough firefighters to fill them all. These vacancies are filled with dynamic (payback) days.

Discussion followed regarding the two models, how the days worked, and how time off would be determined.

AC Stewart presented a slide going over potential beneficial outcomes for the members (crews), management, and the community.

He then went over a slide that outlined the potential timeline for implementing the four-platoon model starting with forming a committee in August of 2021 and concluding with it being implemented and live in January 2023.

AC Stewart explained how the four-platoon model would be evaluated. It’s important that both sides – Labor and management – have an opportunity to evaluate this new schedule and see what works and doesn’t work for them. They could also compare historical data of sick time, worker’s compensation, etc., with the new model and the current three platoon model.

He concluded his presentation by sharing that the Administration feels that a rested and recovered firefighter is a better firefighter. The four-platoon model is another tool to provide service, protect employees, and reduce costs.

Director Wall asked how long the Washington departments have had this program implemented.

Chief Browne said that Snohomish County implemented the model in 2011, Seattle in 2007/2008, and Everett was the first agency to implement in the early 2000s.

Director Wall asked why this model has not caught on.

Chief Browne said it has caught on, mostly in Washington. Washington has always had a higher number of kelly days offered to their employees. This model won’t do anything to mitigate overtime costs. One department did see a rapid decrease in sick time.

Director Wall agrees with goal and wants better mental health for the employees. Wouldn’t it be better to cut the hours they work? For example, working 12-hour shifts instead of 24-hour shifts?

AC Stewart was not aware of any studies that have looked at 12 hour shifts for firefighters. There is a study from around 2018 that looked at a common schedule on the east coast which is 14-hour day shifts and 10-hour night shifts. The hypervigilance and sleep disruption issues would still exist with less recovery time.

Discussion followed regarding the 14/10 shift. Chief Browne noted that CFD doesn't have the personnel to do the 14/10 model or a 12/12 model.

Director Joseph commented that he read a recent article that showed that employees valued job satisfaction more than salary and position, which is much different than in the past. Its important to take care of the employees as well as be fiduciary responsible. A "D" shift could bring a quality of life for the staff.

President Cross said he likes the idea. He was wondering if the four-platoon departments have seen a higher likelihood of people taking a sick day to get seven days off in a row. Or are they more likely to use less sick leave?

Chief Browne said they only have quantifiable data from Snohomish County. When they let crews schedule the dynamic days, they noticed a small spike in sick leave. However, once they took that back and administration scheduled out the dynamic days and kept crews together, they saw a decrease in sick days. How it is implemented certainly makes a difference.

Director Syring brought up that once agencies reach the 15 kelly days, it makes sense that this four-platoon model would work. Before they reach that number of days, its not as feasible. He also mentioned that he was reading the labor contract. Does management have the right to just move to the four-platoon model? Does this need to be negotiated? He also cautioned against the change as they have had floaters since 1987. There is no one to help mitigate overtime or cover for other leave.

AC Stewart said the contract does say a 24/48 work schedule, but more importantly it lists the 27-day cycle. A four-platoon schedule would require an adjustment to this (as 27 is not evenly divisible by 4). It will also have increased FSA costs.

Chris Hawes was concerned that this would require a contract change and that they don't know the full financial impact. As CFD just passed its first deficit budget ever, it was certainly a big change to make.

Chief Browne responded that the contract would just say 24/72 instead of 24/48. Article four would still be in the contract pertaining to management's rights. This also has an 18-month lead time to research this option and determine if its right for both the members and the organization.

DC Mulick joined the Work Session at 5:16 pm.

Chris Hawes commented that AC Stewart mentioned interrupted sleep. He'd imagine that some stations get more night calls than others. It could be 1, 2 or 3 night calls a week? Chief Browne said it could also be zero.

Chris Hawes also referred back to what Director Joseph said about employee satisfaction. Does CFD has an unsatisfied work force? Is there a high turnover because of working conditions?

AC Stewart said that CFD doesn't have an unsatisfied work force; it's a very stable work force. As a general premise for making considerations for sleep deprivation, Dr. Sarah Jahnke (prominent researcher on firefighter health) recommends looking at the highest call volume stations at night for how to mitigate concerns across all organization. People cycle through the stations over the years. Probationary members and experienced captains/lieutenants are placed at the busy stations. Some members opt to stay at the busy stations.

Shop Steward Gordian said that the employees of CFD are satisfied and happy to be part of the district. There isn't a lot of turnover in this career; people may work for one or possibly two departments. Another goal of this schedule change would be to attract better candidates and have CFD be even more desirable. A schedule change that doesn't have a ton of cost to it and can get CFD better candidates to serve the community, is a great option to consider.

Director Syring asked if the annual shift vacations change with the four-platoon model. If they are only working every fourth shift and have the same amount of vacation, there would be a lot more days to cover, right?

AC Stewart said that was a great question and suggested it's a good topic to cover at the Executive Session. They have information on this to present then.

Chief Browne explained that this is just a reconfiguration. Its not more days off than they currently have. They will dive deeper on this topic at the Executive Session.

Director Joseph commented that if this would help the crews, psychologically and physically, it will help the district.

Chief Browne said that there is a lot of science that backs up the four-platoon model and shows it be beneficial to the long-term health and wellness of the members. There is also potential long-term savings in a decrease in medical insurance claims.

President Cross shared that when he started in the fire service 35 years ago, a typical day was three or four calls a shift; seven calls was a crazy day. As there are more people and more calls, districts can build more stations, have more engines, etc. They have reached a point where they can't build fire stations and spend millions of dollars. They need to find new and innovative ways to have people run less calls. He has been an advocate of an EMS prevention division that would prevent people from going on calls in first place. Now, 15 calls a day is normal and occasionally there are even 20 calls. He really likes the four-platoon model because its new and innovative and it's the kind of thinking they need to keep doing to move forward.

DC Mulick said that the fire service is changing from where it is been. Ten years ago, when Fred Charlton became the Fire Chief, he had commented, "Why aren't we in the business of running less calls versus more calls?" He understands that there are some system problems like the ambulance contract that was written over 20 years ago. There are a number of things that are driving up call volume like the houseless population, mental health/behavioral issues, and the current health care issues. He believed that they better CFD can care for its members, the better they can serve the community.

DC Mulick shared that having a four-call night at Engine 301 takes a while to recover from. Then they have to come back and do it again and its compounded. When the firefighters are young, they can bounce back easier. After doing it for years, they see things like cancer, mental health, suicide, etc. They have to ask themselves, “Are they doing everything they can to protect their employees?” He thinks that the four-platoon model is a great step towards doing that. There is science that backs up the sleep pattern information. This decision will affect people for the rest of their lives.

BC Deters agreed with DC Mulick. Unfortunately, they have had people that have struggled and even taken their own lives. However, the district has taken steps to improve along the way. This seems like a natural progression toward better well-being of the work force. He is glad to be a part of the team that is working to make this benefit and the working conditions as good as they can be. From a business standpoint, they don’t get an 18-month head start on any program. He understands that there is still a lot of work to do in those 18 months. It does give them an opportunity to run this for a full year before they have to decide if they want to continue with it.

They are not hiring another full other workforce. It’s not cost neutral, but he thinks the benefits will outweigh the cost. He knows that there is risk, but he knows that everyone he works with is committed to taking that 18 months to make sure this is something that’s sustainable in the long run. He felt the Fire Chief should have ability to restructure the work schedule to meet the needs of the community and the work force. The work force has been asking for a schedule change of some sort for many years.

Shop Steward Gordian said he appreciated everyone’s input. When they decided to bring this forward, they took their time to look at it from all angles to make sure it was doable. He thinks it is the right direction to go.

IV. MISCELLANEOUS

V. ADJOURNMENT

The meeting adjourned at 5:37 pm.

Rachel Trotman
Executive Assistant

President Jay Cross

Secretary Marilyn Wall

Clackamas Fire District #1



REGULAR BOARD OF DIRECTORS' MEETING June 21, 2021

(This meeting was recorded.)

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 5:02 pm. He noted the meeting was being held via teleconference. The video recording will be placed on the Clackamas Fire website.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Don Trotter, Marilyn Wall; Fire Chief Nick Browne; Assistant Chief Brian Stewart; Division Chief Dan Mulick; Deputy Chief Doug Whiteley; Division Chief Josh Santos; Division Chief Josh Gehrke; Division Chief Michael Carlsen; Battalion Chief Steve Deters; Public Information Officer Brandon Paxton; Battalion Chief Ted Willard; Firefighter Keegan Cross; Chief Financial Officer Mark Whitaker; Health and Safety Chief Heather Goodrich; Technology Chief Oscar Hicks; Data Systems Manager Shelby Hopkins; Logistics Manager DeAnn Cordes; Facilities Manager Scott Vallance; Volunteer Jerry Kearney; Volunteer Association President Kirk Hambley; Local 1159 Shop Steward Andrew Gordian; CFD Stations: 16, 17, future CFD Board Director Chris Hawes; Genoa Ingram from Court Street Consulting; Jeff Griffin of Wilson-Hiergood Association; Sandy Fire District Fire Chief Phil Schneider; Hoodland Fire District Division Chief Brian Henrichs; Program Specialist Tracey Grisham; and Executive Assistant Rachel Trotman.

II. REGULAR BOARD MEETING RECESSED

President Cross explained that they will be recessing this meeting, then begin an Executive Session to discuss labor negotiations with Chief Browne. They will end the Executive Session by 5:50 pm, give the Board a 10-minute break, then resume the Regular Board of Directors' meeting at 6:00 pm.

The regular Board of Directors' meeting was recessed at 5:02 pm.

III. EXECUTIVE SESSION TO DISCUSS LABOR CONTRACT NEGOTIATIONS

The Executive Session was called to order at 5:09 pm.

IV. REGULAR BOARD MEETING RECONVENED

The regular Board of Directors' meeting reconvened at 6:00 pm.

V. CHANGES TO AGENDA

Chief Browne said that business item B-7 to discuss the potential IGA with Estacada Fire (EFD) for Fleet Services will be discussed at a later meeting.

VI. APPROVAL OF MINTUES OF THE BUDGET COMMITTEE MEETING ON MAY 13, 2021, THE REGULAR BOARD MEETING ON MAY 17, 2021, AND THE BUDGET COMMITTEE MEETING ON MAY 19, 2021.

There were no changes to the minutes.

The minutes were approved unanimously as written.

VII. PUBLIC COMMENTS

None.

VIII. SWEARING IN OF BOARD DIRECTORS – Chief Nick Browne

Chief Browne explained that since Director Cross was already sworn in and he is continuing with a new term, his oath will stand. He will need to sign a certificate with both of their signatures at a later date.

Chief Browne swore in Director Chris Hawes.

President Cross explained that they swear in directors during the June Board meeting because Don Trotter is still a Director until midnight on June 30. Chris Hawes will become a Director on July 1 at midnight. In case anything happens, they need to have a full board to take action.

IX. SUPPLEMENTAL BUDGET HEARING

The regular Board of Directors' meeting recessed at 6:06 pm.

The Supplemental Budget Hearing came to order at 6:06 pm.

CFO Mark Whitaker lead the hearing. He explained that this supplemental budget hearing was to close out FY 2020-2021. He noted that it was his third week with the CFD so he didn't have a lot of background on this and will rely on what previous Finance Manager Christina Day and staff submitted.

He noted that page 4 has the attachment showing the changes that are happening in the June 2021 supplemental. On the revenue side, there is a reduction of about \$554,000 in property taxes so it will match the budget to the actual expectation. There is a \$205,000 reduction in interest earnings. He reviewed the remainder of the revenue changes which were increases. There was \$907,000 in Other Revenue of which the largest share was an increase in stop loss payments from the health insurers.

He reported that on the expenditure side, they were transferring expenses from contingency accounts to actual expenditure accounts. \$1.9 million was going from contingency to cover health claims. Another \$600,000 was going from contingency into Operations Replacement as a

result of overtime and expenditures from the wildfires. All the contingency that was appropriated will be spent to close out the year.

He shared that on the final page, there were some minor adjustments to the equipment reserve fund and capital projects fund to recognize additional revenues.

Director Joseph asked him to go over a specific page of the proposed budget packet.

CFO Whitaker explained that the form Director Joseph was referring to was a notice form that is required and they have to publish this anytime they adopt a supplemental budget. It summarizes changes at certain appropriation levels. The numbers that have to match are the bottom-line numbers. The budget is set to be balanced at \$85,793,000. Amounts above that are meant to show changes happening in the supplemental budget action.

Director Joseph asked if this was just repetition of what CFO Whitaker already described in a summary form.

CFO Whitaker confirmed. It's just condensed for this required form.

Director Wall asked for clarification. In this supplemental budget they are adjusting for the wildfires by an additional \$600,000. In a previously adopted supplemental budget, they had increased the conflagration reimbursement amount. Are those now in balance?

CFO Whitaker said all those revenues received for conflagrations were offset somewhere because they've already incurred those expenses and submitted those to the state.

The Supplemental Budget Hearing adjourned at 6:16 pm.

The regular Board of Directors' meeting reconvened at 6:16 pm.

B-1 Request Board Approval of Resolution 21-04 – Adopting and Appropriating a Supplemental Budget for Fiscal 2020-21 – CFO Mark Whitaker

Director Trotter made a motion and Director Wall seconded for the Board to approve a third fiscal year 2020-2021 supplemental budget as presented in Resolution 21-04. Motion passed unanimously.

X. BUDGET HEARING

No Budget Hearing took place.

B-2 Request Board Approval of Resolution 21-05 – Adopting the Budget, Making Appropriations, and Levying Taxes for Fiscal 2021-2022 – CFO Mark Whitaker

They moved forward to item B-2 without a budget hearing.

CFO Whitaker explained that this resolution will be to adopt the budget as approved by the Budget Committee.

Director Wall asked about the item showing the wildland mitigation plan with an additional \$114,680. Was this additional and not in the approved budget by the budget committee?

Chief Browne explained that this was a grant that they received post the Budget Committee hearings.

President Cross posed the question if they need to enter into another Budget Hearing?

Director Wall said this is for the upcoming fiscal year and they have not yet approved that budget. If the variance is under 10%, Director Wall said they can make that adjustment at this meeting. Discussion followed.

AC Stewart checked the local budget law manual and read it aloud for the group. They determined that no budget hearing was required.

Director Joseph made a motion and Director Syring seconded for the Board to adopt Resolution 21-05, Adopting the Budget, Making Appropriations, and Levying Taxes for fiscal Year 2021-2022. Motion passed unanimously.

XI. PRESENTATION – ANNUAL WORKERS’ COMPENSATION RENEWAL – Agent of Record Jeff Griffin from Wilson-Heirgood Associates

He explained that in their packet there will be a proposal which is a synopsis of a number of quotes they’ve received. On page 14, it has a summary of the experience mod. The experience mod is calculated each year for all work classes in 42 different states. That sets a benchmark which compares the District against industry standards. The District improved from a .75 to .71, which Jeff said was phenomenal! He went on to explain how that number was determined. This number speaks highly of the District’s staff, performance, and safety programs.

On page 16, it went over SAIF’s policy performance. In the policy performance history, it gave the average number of claims each year which was in the 20s and 30s. The District had 28 claims last year. For the District’s size, the average would be about 50 claims. Jeff expected those numbers to increase down the line. He went over several factors that would increase claims, like companies now covering post-traumatic stress. Claims for this are growing rapidly. Claims for cancers have reduced in frequency and severity.

Jeff went over a peer premium chart on page 17. In 1990, they hit a peak for peer rates for firefighters at \$5.40. Thirty years later, the rate is \$2.17. This dramatic decrease, even though the cost of medicine, surgeries, etc. have increased, suggests that the rates are very compacted. Small claims will drive the experience mod up. He does think the rates will increase in years to come.

Jeff then went over the three quotes that were presented to the Board in their packet.

- 1) SAIF – annual premium \$630,561
- 2) SDAO – annual premium \$775,050 (highest of the three quotes) They do great with mid-range districts.
- 3) 7710 – annual premium \$556,200. This is \$74,000 less than SAIF.

He noted that all three were reputable companies. 7710 is one of the largest nationwide. SAIF is the largest in Oregon. SDAO is the member-only pool.

Jeff explained some points that were important to consider. Dividends received over the last 10 years averaged at 26.4%. This year's dividend was significant. This was based on the premium last year. This dividend reduces the total bill from last year.

He shared that 7710 added in their own dividend program this year, based on loss ratio. The District's average loss ratio over five years was about 26%. There is information in the packet about how their dividend program works and Jeff went over that briefly.

Jeff went over several different scenarios. He shared that all three quotes are good options for the District.

Director Wall said neither SAIF nor 7710 is guaranteeing a dividend, correct?
Jeff confirmed, neither company guaranteed that.

Director Wall asked if 7710 has an Oregon office.
Jeff said that they have an office in Salem, OR.

Director Joseph said that with the history the District has with SAIF, he felt like they should stick with SAIF. He added that 7710 could save them money, for but how long?

Jeff said that they have had a long relationship with SAIF. He likes the great competition in Oregon and thinks 7710 will be more aggressive in the future.

DC Gehrke asked HR Manager Noble about her experience. She said there have only been individual instances with not getting the expected customer service. However, SAIF has been very receptive and made adjustments based on that feedback. As of that day, the individual that they were struggling with no longer works there and the District was assigned another claims representative. DC Gehrke would recommend sticking with SAIF.

Director Syring said he understands that dividends are not guaranteed. However, he asked Jeff if they have ever not received a dividend.
Jeff said that he didn't see any year where they didn't receive a dividend.

President Cross asked Chief Browne if they were within budget for \$630,000 with SAIF.
Chief Browne said yes.

President Cross said that he was leaning toward SAIF. Director Joseph too.

Director Syring said SAIF's track record with dividends was hard to beat and also leaned towards SAIF.

Director Wall said she doesn't see any reason not to stay with SAIF, as long as Manager Noble was okay with it and it's within budget constraints.

Director Joseph brought up that if they were having any customer service issues, they can also bring those to Jeff.

Jeff confirmed that they can help with those types of issues.

DC Gehrke said the issues were handled at a lower level very quickly.

Director Trotter agreed that SAIF has been very good for them for several years and didn't see any reason to change.

Chris Hawes said he could see a small savings with 7710 but given the history with SAIF, he wouldn't take the gamble.

Jeff noted that he has gotten to know Brian from 7710 well over the year and found him to be a quality individual. SAIF has done good job for them. SDAO is also a great option.

XII. BUSINESS – Action required

B-3 Request Board Approval of Workers' Compensation Renewal – Division Chief Joshua Gehrke

Director Trotter made a motion and Director Wall seconded for the Board to approve the purchase of the SAIF workers' compensation policy for Fiscal Year 2021-22 in the amount of \$630,561. Motion passed unanimously.

B-4 Request Board Approval of Intergovernmental Agreement (IGA) with Hoodland Fire for Fleet Services – Division Chief Michael Carlsen and Fleet Manager Bill Bischoff

Director Joseph asked what type of margin they receive on fleet services. Are they doing the services at cost?

DC Carlsen explained that there is a very slight margin. They don't try to make a profit.

Director Joseph asked, they won't be running at cost, right?

DC Carlsen said correct. They include things like administrative costs, transportation, etc. They are not out to make profit.

Director Joseph made a motion and Director Syring seconded for the Board to authorize the Fire Chief to enter into an IGA with Hoodland Fire for Fleet Services. Motion passed unanimously.

B-5 Request Board Approval to Update the Board Policy Manual Regarding Account Signers – President Cross

President Cross had asked staff to make a couple changes to the Board policy manual. One was to change the dates appropriately of the elected officials, to be effective July 1. The second change was the change that the Board approved previously where the Board President and Board Secretary would be the signers for accounts moving forward. This business item was to approve those changes to the manual.

Director Trotter had a question about Appendix A regarding Staff Liaison. It still lists Fred Charlton, Christina Day, and Director Trotter. He said that those will all have to be changed by next month at the latest. The Board Committee assignments go through September.

President Cross noted that in September, the next President will assign committee assignments.

Director Joseph said that the Board can act on that next month.

President Cross said that all changes to Appendix A can be changed next month.

B-6 Request Board Approval to Certify the Election Results for Two Directors to Clackamas Fire District #1 – Chief Nick Browne

Chief Browne explained that this is to certify the election results for Director Cross and incoming Director Hawes. The County clerk needs the Board to affirm/accept the election results and that all elected candidates are qualified to hold the office effective July 1, 2021.

Director Syring noted that in this particular special election, over 40,000 residents voted which is double what is normally is.

Director Trotter made a motion and Director Joseph seconded for the Board to accept/affirm the election results to the Clackamas County Clerk and to confirm that all elected candidates to the Fire District offices are qualified to hold the office. Motion passed unanimously.

B-7 Request Board Approval of Intergovernmental Agreement (IGA) with Estacada Fire for Fleet Services - Division Chief Michael Carlsen and Fleet Manager Bill Bischoff

This item was not brought before the Board at this meeting. It will be discussed at a future meeting.

B-8 Request Board to Assign a Civil Service Liaison – Director Syring

Director Syring explained that in their packets is a letter from Civil Service Commission Chairman Will Weatherly. Director Syring was assigned to work with Chairman Weatherly on rule revisions and it was requested that the Board have a liaison for the Civil Service Commission and vice versa to improve communication.

The Civil Service Commission is asking the Board to assign a liaison to them. This would be done in September, at the same time of the other annual assignments. Director Syring volunteered to fulfill that role until September.

Director Joseph supported Director Syring to do this. He felt it was very important to have them at the table.

President Cross said that they don't need to do as a motion, but by consensus.

Director Trotter brought up that they will need to add this to the board policy manual since it's a new liaison committee. They'll need to add the committee and what the responsibilities are. This could be brought up at the next meeting with the other items similar to this.

President Cross said that Director Syring will be the liaison for now and they will add the position to the board policy manual as well.

President Cross brought up that since Chris Hawes was elected to the Board, they will need to replace him on the Civil Service Commission.

Director Syring said that the District has announced this opening and was looking for candidates to fill that role.

No vote was required.

XIII. OTHER BUSINESS – No action required
OB-1 Legislative Update – Lobbyist Genoa Ingram

She predicted that the 81st legislative assembly will adjourn Wednesday evening. The constitutional deadline was that upcoming Sunday at midnight. The target date was the previous Friday.

Genoa reported that one of the bills that is in Ways and Means was Senate Bill 762 which is the wildfire omnibus bill. CFD supports this bill along with a number of other entities. This bill has received a hearing. It has been called one of the most important bills of the session. It also became one of the most controversial of the session. Legislators picked apart what the wildland-urban interface also known as WUI (pronounced woee), would look like. One senator has a home in Central Oregon, and she didn't want to have to cut her trees down. There were similar concerns expressed by other legislators. The bill passed out of the sub-committee to full Ways and Means. She anticipated it getting action the following day or Wednesday.

The standalone House Bill 2927 for the Office of the State Fire Marshal passed in the House 58 to 1. The bill was first read on the senate floor that day and she anticipated it go to vote the following day. It's a complete restructuring of the public safety system. It has received a lot of support.

She shared that she met with Chief Browne and PIO Paxton to discuss future legislative plans and agendas. It appeared, in concert with Board, that the District may take a more active role in sessions and she looks forward to working with them.

President Cross asked about the OSFM bill.

Genoa explained that if that bill passes, it wouldn't happen until July 1, 2023. Until that time, an interim taskforce will make recommendations.

President Cross asked if there was any push to allow Special Districts to be a part of the Cares Act.

Genoa said there has been a huge push. They've been asking fire districts to contact the Governor's office. All the other special districts are also contacting Governor's office. She isn't sure why, but it doesn't look like they will be included. They have not received any response from the Governor's Office as to why. Special Districts are every bit as much a local government entity as cities and counties.

President Cross asked about Senate Bill 1049, which is the PERS restructuring bill.

Genoa said she will look it up and bring the information back to the Board.

President Cross noted that there were a lot of changes in that bill and is looking forward to her update.

OB-2 Board Committee/Liaison Reports Foundation Committee – Director Trotter

Director Trotter noted that the March meeting minutes were in their Board packets.

The Foundation also had a meeting on May 25. They discussed a request from PIO Paxton to provide funding to support the CFD Ready, Set, Go! program to pay for chipper/fuels reduction grants. They approved a grant for \$30,000 for the Ready, Set, Go! program.

Director Trotter shared that the Foundation dinner auction will be on April 2, 2022, at the Gray Gables Estates.

Joint Oversight Committee – Director Trotter / Director Syring

Director Syring reported that they met with the EFD directors and their Chief on June 7. BC Deters gave them a great update and they met EFD's new Chief.

OB-3 Board Informational Updates/Comments

President Cross read a letter to the Board that explained that President Biden signed a bill declaring Juneteenth a federal holiday. Chief Browne and the command staff recognized that declaration and closed the offices on that day.

Director Trotter shared that he chose not to run for re-election. He is thankful that he's had the opportunity work with his fellow board members, the Fire Chiefs, and many others for the last 14 years to safely preserve life and property. He also welcomed Chris Hawes.

Chris Hawes thanked Director Trotter. He also noted that the water districts were not getting any money from the State either.

XIV. INFORMATIONAL ONLY

A. Division / Department Reports

R-1a Fire Chief's Office

Chief Browne reported that they will be structuring these reports slightly different moving forward. He shared that Oscar Hicks was promoted to Chief Technology Officer and Heather Goodrich was reported to Health and Safety Chief. Chief Browne also welcomed CFO Mark Whitaker.

He gave a brief update on the Estacada transition. It's all going smoothly thanks to the work of BC Deters. He has put in a considerable amount of work. There is one more EFD Special Board Meeting on June 28 that CFD will attend.

BC Deters said there is a whole group of people helping with the transition and he thanked them also. He's been meeting with the EFD transition team every day and he's met with the new EFD Fire Chief. They are making sure everything is in place, so they are set up for success on July 1. BC Deters said he will be moving back into the Clackamas District in July.

Chief Browne noted that the Wellness and Safety department has been busy scheduling and coordinating physicals for firefighters and getting respiratory clearance.

PIO Paxton reported that May was focused on wildfire prevention month which kicked off the Ready, Set, Go! program. As Director Trotter brought up, they initially requested \$10,000 from the Foundation which they quickly utilized. The Foundation was gracious enough to provide an additional \$30,000.

He is currently working with EFD and BC Deters to transition their social media and website back to EFD.

PIO Paxton also noted that CERT has been very active and have been an integral part of the COVID vaccination process.

R-1b Assistant Chief Brian Stewart

Assistant Chief (AC) Stewart said that all the staff has been working on the EFD transition to make sure it goes smoothly. He highlighted that DC Carlsen has been doing excellent work as CFD's CCOM Liaison. He will be present at CCOM on July 1 and 2 to make sure the EFD transition goes smoothly from that side. DC Carlsen has also worked with C800 to secure \$53,000 in radio upgrades.

AC Stewart highlighted that the FMO has been working well with Gladstone Fire. Gladstone Fire Chief Huffman said that Inspector Denny Dahlgren has been very well received in the community and with businesses.

AC Stewart shared that the federal government has approved a hazardous material grant program for the February ice storm. They will be working on getting reimbursement for those expenditures.

Chief Technology Officer (CTO) Hicks reported that the network equipment that the Board approved a few months ago was nearly installed. When this is complete, the District will have a more secure and faster connection. They will also be setting up a guest access Wi-Fi as this traffic can now be separated more easily from the other District Wi-Fi.

He also shared that the central square CAD will be changing this fall which will affect the maps as well as the application. Toni Sexton allowed CFD to update the maps first. The new maps have been updated on the AVIDs system. This has allowed crews to play with it and provide feedback. They have just started updating those MDCs as this might be needed faster due to wildfires.

CTO Hicks shared they are learning SharePoint as they go. They have expanded to more of the departments. Health and Safety Chief Goodrich has been doing a fantastic job exploring these options within her department.

He reported that one of the benefits of Data Services merging with IT was the improved collaboration, especially with application implementation. They now have additional support for accounts for different programs. They will be refining and improving their processes. He explained that a couple weeks prior to this meeting, there were problems with Munis security and firewall security. CFD was caught in the middle. Data Services Manager Hopkins was brought into the mix to understand the full scope of the issue. He is excited about these departments merging.

R-1c Financial Services – CFO Mark Whitaker

CFO Whitaker shared that he was excited to be a part of CFD. His experience with Portland Fire is helpful, but he still has lot to learn at CFD.

He shared that one of Chief Browne's core values is financial stability. There is a lot of concern about the District's finances. One of CFO Whitaker's first tasks is to assess the internal controls in all areas of budget and finance. From his initial assessment, he did not see any glaring issues that needed immediate action. He will continue to identify strengths and weaknesses which will help guide what projects to tackle.

CFO Whitaker will speak with each member of the Board to hear their concerns and insights.

The other key task that he's identified is improving budget reporting and updates. He is really advocating for transparency and summarizing it in a way that is digestible and helpful.

He shared that Christina was extremely helpful and gracious helping train him. He congratulated her on her retirement.

President Cross asked if these financial items would be brought up at the fall retreat.

Chief Browne confirmed and said they will also discuss them briefly at the upcoming work session.

R-1d Emergency Services – Division Chief Josh Santos and Division Chief Dan Mulick

DC Santos reported that CFD participated in the last mass vaccination clinic at the Town Center and in the County on June 18 and 19. It's been a pretty big effort and he thanked all the career, volunteer, CERT, and EMS staff for all their hard work. Community Paramedic Cook partnered with Public Health EMS Director Bill Conway on this and they crushed this endeavor. CFD helped facilitate 15,176 doses of the vaccine. As of June 20, Oregon is at 68.7 % vaccinated for the eligible population. Clackamas County is at 64.7% vaccinated.

On June 30, Clackamas County will be rolling out new medical kits. All the emergency agencies, fire, ambulance, etc., will all be using same equipment on every scene. This is an enormous endeavor that many people have been working on for a long time. It's a huge accomplishment. This project was one of the positive endeavors as a result of the system enhancement funds.

DC Santos shared a story of a frequent 911 caller and the great work that Community Paramedic Cook and Captain Mullen did to help set this individual up for better success.

He gave an update on the Ambulance Service Agreement. COVID-19 had delayed previous efforts, but agencies are back at work regarding this agreement. They are working to hire an outside consultant.

DC Mulick reported that with summer, warmer weather generates a different level of calls. They are preparing for the heat and potential fires.

He noted that there have been significant fires on B shift that month. One significant fire was the Blanton Rd. Fire in Milwaukie. The fire was over 50% involved in the house and the crews made stop on it. They were able to save a lot of belongings and memorabilia, which obviously meant a lot to the family.

He shared an instance of one the younger crews responding to a drowning incident. From the time dispatched to when they had the patient in their arms was only three minutes. A Battalion Chief was also nearby. DC Mulick was extremely proud of the efforts of this group.

He reported that the previous weekend there was a riot declared in Oregon City. BC Slater put together an Incident Action Plan (IAP). They worked together with Oregon City police. They had meetings and a plan in place prior to the event. Captain Davis from Oregon City Police worked with BC Slater and DC Mulick served as a liaison. He said it was a great collaboration between the agencies.

DC Mulick said that even though it's June, the area is experiencing a late-August fire environment. There was a long streak of hot weather coming up. They created an IAP to prepare for the extreme hot weather event. In addition, the state has already deployed multiple conflagrations. CFD is working to balance that. The next few days, there will be tremendous wildfire risk, but they are working to prepare as best they can.

R-1e Professional Firefighters of Clackamas County Local 1159 – Shop Steward Andrew Gordian

Shop Steward Gordian had nothing to report that month.

R-1f Volunteer Services – Battalion Chief Steve Deters

BC Deters explained that training was centered around search. They also had a burn-to-learn on May 29. EMS training was POLST (Physician Orders for Life Sustaining Treatment). The Support and Rehab group helped get Station 21 ready for inspections and they gained familiarization with the rehab units.

The Explorers were not back yet.

BC Deters reported their station coverage.

- Stn.12 15/31 (2 – 24-hour shifts)
- Stn.13 11/31 (1 – 24-hour shift)
- Stn.18 31/31 (5 - 24-hour shifts)
- Stn.21 14/31
- Rehab/Water Tender Group – 15/31

R-1g Volunteer Association – President Kirk Hambley

President Hambley shared that last month they had position elections. He retained the President position. Connor Stewart is the Vice President, Jerry Kearney is the Treasurer, Jason Elliott is the Secretary, and Jack Tans remained the Sergeant in Arms.

They voted to allocate \$1,000 to send Chaplain Kenton Johnson to a training on how to train other chaplains. He explained that there were only two or three other trainers in the whole Pacific Northwest.

They also approved \$4,500 4-H and FFA Livestock Auction.

B. Correspondence

Noted.

C. Informational Items

Noted.

Chief Browne recognized Director Don Trotter for his 14 years of dedicated service at CFD #1. He expressed his gratitude and presented Director Trotter with a recognition award.

President Cross and the other Directors also expressed their appreciation for Director Trotter and all his hard work and service.

D. Next Meeting

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

President Cross noted that the next meeting will be via Zoom, but he hoped some members will be able to be present in person.

The group decided that they did not need to go back into Executive Session.

XV. ADJOURNMENT

The regular Board of Directors' meeting adjourned at 8:03 pm.

UPCOMING EVENTS:

July 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



BOARD OF DIRECTORS' WORK SESSION July 6, 2021

(This meeting was recorded.)

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 4:00 pm. He noted the meeting was being recorded.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Chris Hawes, and Marilyn Wall; Fire Chief Nick Browne; Division Chief Josh Gehrke; Division Chief Dan Mulick; Battalion Chief Steve Deters; CFO Mark Whitaker; and Executive Assistant Rachel Trotman.

II. PUBLIC COMMENT

None.

President Cross noted that EA Trotman had reached to him regarding the Board Committees that previous Board Director Don Trotter had been on. He asked EA Trotman to share which committees previous Director Don Trotter had been a part of. He added that they would discuss these further at the next Regular Board meeting. EA Trotman shared that Don Trotter was part of the capital projects committee, the alternate for the Clackamas County Coordinating Committee (C4) Liaison, the Foundation Liaison, the Joint Oversight Committee with Estacada Fire, and the alternate liaison for the Volunteers' Association. President Cross explained that this was just informative for the Board before the next Board meeting. He shared that he didn't know if the Clackamas County Coordinating Committee (C4) Liaison was something that they needed to be a part of, or if so, if it would be a staff position only. Chief Browne said he would look into this.

Chief Browne thanked board the Board for the progressive approach that they took to safely protect life and property for the 4th of July, and for sending a unified message. He noted that a letter was sent from the Board to elected officials and he sent another letter from the Fire District himself to city managers. He shared that both letters were read at the county and city level. He felt that the approach they took made for a quieter 4th of July holiday than they have had in recent years.

He explained that there were two grass fires that they believe to be started from fireworks. They were working to get numbers to verify this by tomorrow. He appreciated the unified approach that was taken to keep citizens safe.

President Cross explained that Chief Browne needed the document quickly, so they put all the Directors' names, including previous Director Don Trotter, since it was last month, on the letter, since they did communicate with everyone that that was okay, and then he signed it as the

President of the Board. He added that his intent was to have everyone sign, but they didn't have enough time.

Chief Browne noted a small change to the agenda. He shared that they would talk about the partnership the state prior to the mutual aid discussion.

III. PARTNERSHIP WITH STATE – DIVISION CHIEF GEHRKE

Chief Browne noted that they wanted to discuss the partnership with the state that has just come forward. He turned it over to Chief Gehrke.

Chief Gehrke explained that they wanted to share information about the Apprenticeship Program that is coming to fruition in Oregon. He noted that this has been decades in the making. The Oregon State Firefighter Council and agencies across the state are wanting to have another avenue for folks to come into the fire service.

Chief Gehrke shared that for the past two and a half years, he has been involved in many meetings with the Joint Apprenticeship Committee, which includes several agencies, Oregon Bureau of Labor & Industries (BOLI) and labor, trying to discuss what this would look like.

He explained that this is a joint management/labor and local and state level apprenticeship program. The focus will be diversity, equity, and inclusion. \$2 million will be funded to three locations and it is somewhat similar to Crew 30. It is to provide a post-employment, two-year apprenticeship program where the apprentice could get their firefighter one, firefighter two, EMT basic and all the training they need to become a marketable firefighter and contributing member to a lucky fire department.

Chief Gehrke noted that post-employment means that the apprentice is not required to have any specific skills to start with the program. They are looking to partner with Clackamas Community College on this. He noted that both Crew 30 and this program are both innovative and progressive approaches to responding to our community.

Chief Browne pointed out that it would be \$2 million for Jackson County, \$2 million for Clackamas Fire, and \$2 million for Eugene/Springfield. It is not \$2 million total for the three agencies. Each department gets \$2 million for two years of funding to train and pay the firefighters to be fourths on apparatus. The numbers are still soft, six to nine firefighters.

Chief Gehrke confirmed. He said that since it was in the Budget Reconciliation bill (Christmas Tree bill), they decided to do \$2 million in each region or per agency. The intent was to make it nine apprentice firefighters in each location. The \$2 million funds the academy, a position to manage and administer the academy, and equipment to get through the whole two years of training.

He shared that they had a meeting that day with Clackamas Community College to discuss curriculum. Each of the three regions have to match their curriculum exactly. There will be a lot of collaboration with those agencies and Community Colleges in those regions. They have a

future meeting on the July 9 with the other regions, and another meeting on July 12 with BOLI, part of which will to become a certified program through BOLI.

Chief Browne explained that in the past, the partnership with the state was in idea form, but they didn't think it would move forward. Last Friday, Chief Gehrke received a call from the state regarding funding. There are still a lot of questions and CFD has yet to sign anything with them. He added that they are in the fact-finding stage.

Chief Browne noted a slight difference between this and Crew 30. Crew 30 are not members of the local, while these apprentices would be members of the local. They would have some paid into retirement and would have benefits, all of which would be rolled into \$2 million budget for two years. They would come in at a percentage of what entry level firefighters are.

President Cross asked about capacity. He asked if part of the \$2 million would go towards staff time, or if would be strictly salaries. Chief Gehrke noted that there are funds within that \$2 million to cover costs for a position to administer and conduct the academy. Chief Browne added that there is funding for the recruiter and funding for the training.

President Cross asked about what they were looking at for start-up time. Chief Browne said that it would probably be the first of the year. He added that a realistic timeline would come from Chief Gehrke and his recommendations moving forward out of the sub-committee.

Director Wall asked who decides who gets into the program and what criteria are they setting.

Chief Gehrke shared that he thought it may be that Karl's association with CFD and then other agencies having some Chiefs that came from departments with apprenticeship programs may have played a piece in them being selected. He didn't know what the inclusion and exclusion criteria were. He later explained that he thought that the size of our agency was probably a part of it, along with our involvement in the Joint Apprenticeship Committee over the years. He added that there were other agencies who are trying to get on a waiting list for this program.

Chief Gehrke shared that he has reached out to Genoa Ingram for information about the bill. She advised that the budget message that is tied to that Reconciliation Bill is probably where the details of the bill that he is looking for will be. She is going to get that information to him.

Chief Gehrke noted that there were a lot of unanswered questions related to timeline on the basis of funding.

Director Wall asked who decides who will get to be an apprentice. Chief Gehrke noted that this was on the list of things to figure out. He added that he thought it would ultimately be up to the agency who will be in the program. He also noted that he didn't know if they would have a joint recruitment pool or do individual recruiting.

Director Wall mentioned that they would need to look at funding to see if the average over two years will cover nine firefighters, a management person and equipment.

Chief Browne shared that they need to see what it will look like before they determine the amount of people they bring in.

Director Wall asked if CFD would be required to hire the apprentices at the end of the apprenticeship. Chief Browne answered no.

Director Syring thought the concept was intriguing. He noted that they had talked about an apprenticeship program for 20 years, but it had not come about. He asked how many apprentices they would have with the \$2 million funds. He shared that it sounded like they were unsure of the number and that the budget would determine how many people they would get.

Director Syring felt like they wouldn't be able to all go from the same recruitment pool based on location. He thought it seems like it would be done regionally.

Director Syring noted that with the budget crisis they are in, the program would have to pay for itself.

Director Cross asked if they would have to provide residency if they pulled from a state pool. He also asked what the 1159 thought about this program.

Chief Gehrke shared that Mark Corless was on the committee and the point person for the labor side. He added that he was supportive and excited, but just like them had a lot of questions.

Director Syring noted that it was mentioned that the program apprentice would be fourth on the crew. He asked if they would be able to cut back some of the four person crews to three and the apprentice would be the fourth, or if this would be a fifth person on the four person crews. Chief Browne shared that the apprentice would bring the three person companies up to four, based on the preliminary information.

President Cross noted that he had some people ask him about Crew 30, asking why the 30-wildland people from Clackamas didn't go to Dufur. He explained that they don't have 30 people, they have 19 on the crew. He noted how it would be nice for the Board to have a short bullet point list/business card about the "who, what, etc." about Crew 30.

Chief Browne said that they would work on messaging and talking points for the Board around Crew 30. He said that for the numbering system across the state, Clackamas is the third or 300 series, so that is how they got their name, Crew 30. He addressed why they weren't deployed to Dufur. Crew 30 is a resource in the queue. Neither the state nor federal group called for them. He confirmed that they had 19 crew members on Crew 30.

Director Hawes noted that he would be watching for the criteria that they will use for selection of apprentices to the apprenticeship program. He wanted to make sure that they would be getting qualified firefighters.

Chief Browne agreed. He noted that no certifications were required. He said they would look at things such as life experience, personality, etc. to make sure they were a good fit with the Clackamas Fire family.

President Cross added that when the apprentices come to CFD for the two years or less, we want them to be the best them that they can be when they leave CFD. President Cross said that a lot of that starts at the recruitment level.

Chief Browne explained that they would be looking at a prolonged academy, 16-weeks minimum.

Chief Gehrke shared that this could be a unique opportunity where they could glean talent from other industries that translates into the fire service.

President Cross noted how he spoke with a couple young individuals who are in the EMT program at Mt. Hood Community College and he asked them what they thought of an opportunity like this. They thought it was great because they are still deciding if they want to be firefighters or not. They would be committed for two years and then have time to figure out if it was for them or not.

Director Joseph concurred with the other board members about the qualifications. He asked who we would work with for the qualification determination. Chief Browne shared that is one topic that is still to be decided on.

Director Joseph asked if after the two years, the apprentice is required to work for a fire district or can walk away after the program.

Chief Browne noted how they will have two years' experience and then will start testing.

Chief Gehrke added that he did not believe there would be a requirement built in into the contract that they would have to work for a fire department after completing the program.

Chief Browne noted that the program is accredited through the Oregon Department of Veteran Affairs, allowing veterans to receive any applicable benefits.

Director Joseph felt it was an innovative approach and would help with diversity. He wanted to make sure that they wouldn't lower the standard qualifications.

IV. MUTUAL AID DISCUSSION

Chief Browne provided some background information about the Clackamas County Fire Defense Board (FDB) Mutual Aid Agreement and State Mobilization Mutual Agreement.

The FDB Mutual Aid Agreement was recently updated by previous Fire Defense Board Chief Charlton in 2019. This is an intra-county mutual aid agreement, that until Appendix A, is a boiler plate document from the state. He noted that he had sent this agreement to the Board prior to the Work Session.

He read Section 2.6 of the agreement which states, “ ‘Mutual Aid’ means Emergency Assistance requested by the Requesting Party and provided by the Providing Party during Emergencies where the Emergency Assistance is automatically dispatched as provided in Section 4.4, or the Requesting Party’s resources are exhausted. This assistance is intended to be unpaid assistance for a period of not more than 12 hours, or the first Operational Period of the Emergency, whichever is less. The Providing Party and the Requesting Party may mutually agree to extend the period of time, but Providing Party is entitled to reimbursement of Assistance Costs.” He noted how the Incident Commander can determine the period and hours and it would be held to that standard.

He read Section 4.3 of the agreement, related to good faith. It reads, “Each of the parties agrees to furnish to a Requesting Party such Mutual Aid assistance as the Requesting Party may deem reasonable and necessary to successfully abate an Emergency in the Requesting Party’s jurisdiction. Provided, however, that the party to whom the request is made, shall have sole discretion to refuse such request, or withdraw from a request, if sending such assistance may lead to an unreasonable reduction in the level of protection within its jurisdiction, and provided further that a state or local agency may refuse a request for assistance if necessary to comply with any limitations on the use of dedicated funds by that agency. A Requesting Party agrees to release a Providing Party as soon as assistance is no longer required.”

He explained that with part of how Section 4.3 reads, someone can request mutual aid, but that doesn’t mean we have to send resources and that is based on what we are having within our fire district.

He noted that each county has their own FDB and before a conflagration can get established, the mutual aid resources have to be enacted. He added that the state has laid out the parameters for what the mutual aid is, but that doesn’t mean that an agency has to respond to it, in the event that they don’t have the resources.

He read Section, 4.4.1, “It is recognized and agreed by the parties that closest appropriate unit response, as determined by AVL, is in the best interest of all communities within Clackamas County and that from time to time, minor response imbalances between participating Agencies may occur and shall be considered diminutive and inconsequential as compared to the benefits conferred upon the communities by the terms of this Agreement. The parties agree that equipment and personnel, when sent, shall be dispatched promptly and that first response by the Requesting Party shall not be a prerequisite to a request for Emergency Assistance under this Agreement.”

He noted that this is vague in the description of what minor response imbalances are. Agencies can look at response difference in different ways. He explained that the like for like resource is based on AVL, or the closest unit.

He read Section 5, “This Agreement does NOT supersede or repeal any Automatic Aid Agreements or Pre-programmed First Response Agreements, Hazardous Materials Response Agreements with the State of Oregon, Mutual Aid Hazardous Materials Agreements with other

Fire Agencies, Equipment Sharing Agreements, such as Nuclear, Biological and Chemical Agreements with the City of Portland, or Emergency Planning Agreements, such as the Office of Consolidated Emergency Management Cooperative Assistance Agreement, the Oregon Urban Search and Rescue Task Force Mutual Aid Agreement, the Clackamas County Water Rescue Consortium, or Agreements with ODF for provision of services beyond the first 12 hours of an incident.”

He explained how this goes into the difference of automatic aid and mutual aid. He noted that for the water rescue consortium, automatic aid for a water rescue team would kick in at an MR2 at the County Level. An MR1 would not be an automatic aid, it would be a mutual aid request and would need to be a like for like resource.

He talked about the Oregon Urban Search and Rescue Taskforce Mutual Aid Agreement. We received funds in 2005 and 2006 and have since sold one of the heavy rescue apparatus to upgrade the extrication equipment. CFD is still bound to that agreement. In the event of a structural collapse, trench call, or anything with USAR, that would fall under the states’ mutual aid agreement to neighboring jurisdictions.

Director Wall asked about USAR. In Section 5.0, it notes this is a separate agreement. She asked if we could terminate our obligations under that since we sold our limitation without affecting this agreement. Chief Browne said that we sold the asset to purchase equipment, so it got put back into equipment for like function.

Director Hawes noted that the preamble talks about large incidents. He asked what constituted a large incident.

Chief Browne noted that the state mobilization agreement defines a large incident as any incident that is bigger than what the local agency can handle. An incident that overloads the local resources would be a large incident. This depends on the amount of resources and size of a department.

Director Hawes brought up how this could allow departments to under fund or under capacity itself, leaving the neighboring agency to help shoulder the burden.

Chief Browne shared that they have the choice to respond or not. He noted that the bigger piece is the education piece and talking to neighboring agencies about the imbalances. He shared how he and Chief Mulick went and talked to the Canby Fire Chief about the move ups that CFD does in Canby. They came up with plans moving forward.

Director Syring agreed with Director Hawes. He explained that this system was set up when there were 21 different departments and they all needed each other. He noted how this could be changed with 30-day notice. He appreciated learning and shared that they had never been shared this information before. He thought this needed to be addressed.

Director Syring noted that some of the imbalanced numbers are important to know of, because they show that we are part of other agency’s deployment models.

President Cross noted that this was a generic document drafted years ago. It didn't take into consideration the volume they are currently in. He agreed with Director Syring on the consolidation piece but also noted the volume and number of minutes they are running calls. He noted that if we are giving all our minutes to another Fire District, like for like or not, these are minutes that are not in our District and the number is growing. He noted that they are the biggest district in the county and there is going to be a lack of equity, but we can't keep giving the District away.

Chief Browne noted that they started to see a lot of the increase with AVL, because people started going towards an automatic aid format rather than a mutual aid format. He said that they are trying to refine and see what a win-win would be for both organizations.

Chief Browne reviewed Section 10, underlining portions. "The parties agree that the Emergency Assistance generally available or provided during the Operational Period are roughly equivalent and agree that the availability and provision of such constitute adequate consideration under this agreement without reimbursement of Assistance Costs. Assistance Costs beyond the Operational Period, or specialized assistance for services that the Requesting Agency does not normally provide, are subject to reimbursement by the Requesting Agency unless otherwise agreed."

He read Section 12 about cost recovery, "The parties agree that any cost recovery actions against third parties shall be brought and coordinated by the jurisdiction in which the incident giving rise to the response occurred, in their sole and exclusive discretion. Any sums received shall be applied first to the costs of recovery, and then pro rata, in accordance with the reasonable and recoverable costs incurred by each party. Any cost recovery action shall be communicated to and coordinated with all responding parties."

He summed up that we aren't required to send anything, but we have agreed to send like for like apparatus when available. He talked about how some areas are in balance (TVFR, Portland Gresham), while other smaller departments in our area are out of balance.

Chief Browne talked about water rescue, USAR and hazmat. He talked about the various situations and calls where we could cost recover and where we do and don't have to send resources, per contract.

Discussion followed about volume of these requests.

Chief Browne talked about where we go from here. He explained that they see mutual aid working in Molalla, TVF&R and Portland. They see imbalance in Gladstone, Canby, ODF and the potential for Estacada.

He shared that they had met with Canby, Gladstone, and Estacada. He a brief update on each. Group discussion followed.

Director Syring thought they had done a great job with the IGAs. He suggested that if someone wants a service, they could have an IGA.

Director Joseph asked if we are required to provide mutual aid as a good neighbor or because of anything else.

Chief Browne said that the contract states that we don't have to send apparatus, we make that decision to send the resource. However, he didn't think that was the right path for them as an organization. He said that the being part of the mutual aid agreement gives us cover to request for conflagrations in the event that we need them. He does not recommend backing out. He thought that there were more creative ways to move forward for collaboration on the regional level.

Director Wall asked if the other participants in the agreement don't have the resources to send us, what good does it do us. Chief Browne noted that they do have the resources, but most of the time, we don't need them like they need us. He added that there have been sometimes where we have needed them, and they came.

Director Syring brought up the Station 18 and inconsistencies with aid in that area.

Director Hawes noted that the agreement help might be a good place to state that the community has a responsibility to provide capacity at a certain level. President Cross shared that Director Hawes was right. He shared the recommended standards of the number of firefighters per 1000.

President Cross didn't think that there is one single thing to fix the problem, they just have to start working on it, understanding that they can't continue the increase in volume and benevolence.

Director Syring felt that the fact that they are being educated on this is a step in the right direction. He felt this was all about the Standard of Cover (SOC). Director Syring suggested maybe asking to look to update this agreement as a county in 2022.

President Cross said that they don't know if these neighboring agencies will pay until we ask them. Discussion followed.

Chief Browne asked how much the Board of Directors is in contact with other elected officials. President Cross shared that he sees a few at social events. Discussion followed.

Director Wall thought that part of the challenge with mutual aid in the past, is that when our people get there, they may feel some level of risk because of training, etc. being different between CFD and other agencies. She also brought up the fact of us having some type of accountability we owe our taxpayers.

Chief Mulick shared that when we send our heavy rescue or rope rescue, we send two additional apparatus with them to fill all the safety for that discipline to protect ourselves. We sometimes send more than asked for, for the safety of our own people.

Director Hawes noted that it is possible to get Fire District centric, but elected officials have more community views. He noted having meetings once or twice a year with city councils.

Chief Deters noted that in East County, they used to have a quarterly meeting of the east county boards and allow the elected officials a chance to talk. Director Syring liked the idea about a regional meeting.

Discussion followed.

V. MISCELLANEOUS

President Cross asked EA Trotman if there were any meetings that he or Director Joseph needed to attend prior to the next board meeting, that previous Board Director, Don Trotter, would have attended.

EA Trotman noted that they were going to try to schedule a Joint Oversight Committee meeting with Estacada Fire, but nothing had been scheduled yet. It was decided that Director Thomas would attend this, as he was already on the Interagency Committee. EA Trotman noted that the only other meeting coming up this month would be the Foundation meeting, but that will be after the Board meeting on July 27. President Cross expressed interested in being the liaison for the Foundation.

Chief Browne noted that they have another round of negotiations with the local on Thursday. He will follow up with the Board after that to see about scheduling an Executive Session, if needed, or if they can do that with the next Regular Board meeting.

Chief Browne thanked everyone for the conversation, input, and guidance.

VI. ADJOURNMENT

The Board of Directors' Work Session adjourned at 5:59 pm.

Rachel Trotman
Executive Assistant

President Jay Cross

Secretary Marilyn Wall

Clackamas Fire District #1

Memo

To: Board of Directors
Fire Chief Nick Browne

CC: Assistant Chief Brian Stewart, Division Chief Michael Carlsen, and CFO Mark Whitaker

From: Fleet Manager Bill Bischoff & Battalion Chief Brent Olson

Date: July 19, 2021

Re: Crew 30 Supervisor Vehicle

Action Requested

Request Board approval to purchase (1) used 2018 Ford F550 4x4 Crew Cab with a service body through HM Dodd Motor Company in the amount not to exceed \$61,000 using existing grant funding.

Background

The District now has a wildland hand crew that is being used for off season fuels mitigation as well as remaining available for call outs on state conflagrations or other similar incidents throughout fire season. The supervisor for this crew is using a vehicle that was being utilized for other uses that staff pulled from the fleet to fill the need, but it is not ideal for the purpose. There is an opportunity to purchase a used, low mileage, and well-maintained truck, which is more capable to support all the needs of the crew while out performing their duties. Staff had already applied for grant funding to support this purchase and the District has already been awarded these funds.

The current grant funded program is the first of its kind in the state and the outlook of its success is very promising. This vehicle will prove to be very useful for Crew 30 as well as other instances in the District while also providing effective service on conflagrations in and out of the state. Should there be any negative impact and the District is unable to continue this program, the purchase of this vehicle would not be problematic. This truck could easily be transitioned into use in other areas in the District, to include use as an additional Type VI unit, which is typically at least a seasonal need.

Policy Implications

This vehicle will be purchased following adopted Fire District purchasing policies.

Budget Implications

Funding for this purchase is identified in the Wildland Mitigation Fund for FY22 under 801800-4560. The vehicle is ready for immediate shipment from Gilmore, TX. Transportation costs are included in the purchase price.

Recommendation

Staff recommends the Board of Directors approve the purchase of the identified Ford F550 Truck with utility body in the amount of \$61,000.00.



CLACKAMAS EMERGENCY SERVICES FOUNDATION

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



EXECUTIVE COMMITTEE OFFICERS

Kyle Gorman
President
Jerry Kearney
Vice President
James Rhodes
Secretary/Treasurer
Nick Browne
Ex-Officio

TRUSTEES

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Liaison, City of Oregon City Police Dept.
Richard Beaudoin
Liaison, Colton Fire District #70.
Michelle Chao
Michelle Chao, LLC
Nick Browne
Clackamas Fire District #1
Nick Browne
Liaison, Estacada Fire District #69
Angela Fox
Clackamas Review/Oregon City News
Ron Gladney
Hotelier
Andrew Gordian
IAFF Local 1159
Kyle Gorman
Retired CFD1
Jerry Kearney
Volunteer Association
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Director of Dev. for Search & Rescue
James Rhodes
Clackamas Co. Sheriff's Office
Sherie Rosenbaum
Stone Cliff Inn
Alex Roth
BPG Wealth Management
Luke Strait
Liaison, City of Milwaukie Police Dept.
Don Trotter
Retired Architect
Craig Van Valkenburg
Willamette View, Inc.

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Rob Carnahan
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Ed Kirchhofer
Jim Osterman
Harvey Platt
Scott Vallance

MISSION STATEMENT
"To help create a safer Community."

Clackamas Emergency Services Foundation Board of Trustees' Meeting May 25, 2021 Meeting location: Remote Conferencing Noon

President Gorman called the meeting to order at 12:02 pm.

Present: Trustees: Nick Browne, Michelle Chao, Kyle Gorman, Jerry Kearney, James Rhodes, Sherie Rosenbaum, Don Trotter, Sherri Magdlen, Frank Magdlen, Craig Van Valkenburg, and Andrew Gordian; Jasmine Schneider of Colton Fire, Captain Robbie Graves of Milwaukie Police Dept., and Clackamas Fire District #1 (CFD) staff: Deputy Chief Doug Whiteley, Finance Director Christina Day, Captain DFM Kari Shanklin, and Executive Assistant Rachel Trotman.

1. Introductions

Introductions were made.

President Gorman shared that this would be Christina Day's last Foundation meeting. He thanked her for all her work.

President Gorman thanked everyone for their participation in today's meeting.

2. Approval of Minutes from Board of Trustees' Meetings on January 26, 2021 and March 30, 2021

Craig Van Valkenburg moved, and Gerard (Jerry) Kearney seconded the motion to approve the minutes from January 26, 2021 as written. The motion passed unanimously.

Andrew Gordian moved, and Gerard (Jerry) Kearney seconded the motion to approve the minutes from the March 30, 2021 meeting as written. The motion passed unanimously.

3. Correspondence

President Gorman noted a letter the Foundation received from Chief Charlton. He shared that the Board expresses their appreciation for everything Chief Charlton had done for the Foundation and the community.

He welcomed Chief Browne aboard. He added that the Foundation and the Fire District were lucky to have him and that he looked forward to great things from the Fire District.

4. Old Business

Financial Report

Christina shared that they should have received the financial report that morning. She noted that there was not a lot of activity in March and April.

She said that they had sent out about \$7,000 for wildfire victims, another \$500 in radio cab rides, lodging and emergency assistance, and \$1,000 in scholarships.

She added that the current resources available was at \$336,880.

Christina shared her screen to review information with the group.

She noted that as of April 30, payroll contributions were looking good. The Foundation was only four months into the fiscal year.

Christina shared that wildfire donations were still going out throughout this year. She shared expenditures since January 1, which included scholarships and community assistance. She explained that they did a lot of wildfire grants and support before January 1.

Rachel sent out separate spreadsheet to the Executive Committee showing the money going out for wildfire donations.

Christina reviewed the profit and loss, displayed by fund. She explained that the \$578 was from one of the grills that was auctioned off as a fundraiser. The other two grills were posted last year. That was the only fundraising that far.

She noted that everything was really going in and out of the community assistance fund and unrestricted funds as well.

Christina noted that some money had been moved out of checking into the Merrill Lynch account. She noted that the Foundation will have to keep an eye on the checking balance.

Christina shared that the check details were included in the financial report and that everything was outlined in the profit and loss as well.

She noted that the Community Assistance detail is provided each month to show where the community assistance is going.

It was asked how much of a balance was left over in the wildfire relief funds.

Don shared that last week, they had \$76,535.47 remaining as of May 17.

President Gorman thanked Andrew for his work on the payroll contributions. He noted that this has more than doubled over the past couple years. He thought this was because of Andrew's efforts encouraging employees to contribute to the Foundation.

President Gorman noted that Chief Browne informed them that they were struggling to ensure that they had enough resources in the Finance department at Clackamas Fire, and keeping the books for the Foundation is making that a little difficult. He added that Chief Browne asked the Foundation Executive Committee to explore opportunities to go outside the Fire District for financial help. President Gorman shared that they are looking at options for that. He said that Chief Browne has agreed to help them along for a transition period.

President Gorman said that James will put that into next year's budget as it gets closer, but for now will have to move money. He thanked Clackamas Fire for all the years of accounting services at no cost; all that money has gone back to community.

Craig asked if there was a deadline date for when they needed to move this out of Clackamas Fire. President Gorman said that there was not set date but had a recommendation by the next Foundation meeting. Craig noted that there were some local bookkeeping options. President Gorman said his first impression would be to partner up with likeminded organizations. He added that they did have some options but needed to explore them more fully.

Dinner Auction

Don shared that Clackamas County was still in the medium risk category for COVID-19, which reduces the number of people they could have. He contacted Gray Gables to see how they are planning moving forward and talked about dates they may have available. They only have three days available. Don said he would get the committee together to talk about whether or not they would want to schedule something in October, November, or December and then they can put that date on hold. President Gorman thanked Don.

President Gorman noted that budget wise, even though the pandemic restricted their ability to fundraise, they were doing okay.

Wildfire Relief Funds

These funds were previously discussed earlier in the meeting.

5. New Business

Check Signing Policy Review/Update: Request to Update Check Signers

President Gorman shared that the Credit Union has been closed and they have not been able to get the forms needed to update the check signers. He added that the forms that they had requested to be mailed to us have not made it to the correct people. He added that they have now received the forms and have some signatures.

Rachel shared that based on information she had, the current signers were Fred Charlton, Kyle Gorman, Sherie Rosenbaum, Karen Strejc and Don Trotter. She added that if she understood correctly, she would propose to remove Fred Charlton, Sherie Rosenbaum since she is no longer Secretary/Treasurer and Karen Strejc since she has retired as well. The Foundation would leave Kyle Gorman and Don Trotter as signers.

President Gorman asked Don if he was still okay staying on as a signer. He said yes. President Gorman said that the chair entertained a motion to remove Fred Charlton, Karen Strejc and Sherie Rosenbaum from the list of check signers.

Craig Van Valkenburg moved, and Gerard (Jerry) Kearney seconded that motion. Craig suggested having an effective date of this meeting, May 25, 2021 that you want these signers removed.

Rachel re-stated the motion with the proposed date: The motion would be to remove Fred Charlton, Sherie Rosenbaum and Karen Strejc as check signers on the Foundation account effective May 25, 2021. Gerard (Jerry) Kearney made this motion to approve the amendment. Don Trotter seconded the motion. The motion passed unanimously.

President Gorman moved onto the new signers. He stated that he thought the policy authorized the Chief to name two signers.

President Gorman recommend that Chief Browne, Executive Assistant Rachel Trotman, and James Rhodes be added to the list of signers.

Discussion followed about adding an extra person, adding Vice President Gerard (Jerry) Kearney as a signer, even if it would be an extra person.

Craig shared that they would have a good diversification of people. He said you would want to have two people in close proximity, your back up and officers of your Board. This helps with checks and balances.

Christina asked if it was required for all checks to be signed by two people. It was noted that two signatures were required for checks over \$500. She asked if it was under \$500 if they would have the same person writing and signing the check. President Gorman said that it was possible, but he would try to avoid that. Christina agreed, to protect the Foundation and to protect Rachel.

Discussion followed about having more than five individuals as signers.

Don said that the challenge still would be that Rachel would need to call someone to sign the check. Craig said that some of this may change with using a different bookkeeping process. Don stated that they could always add someone later on too if needed.

President Gorman said he would entertain a motion that the following four people be added to the list of authorized check signers, Fire Chief Nick Browne, Rachel Trotman, Gerard (Jerry) Kearney, and James Rhodes. Craig Van Valkenburg moved, and Sherri Magdlen seconded the motion. The motion passed unanimously.

Kyle thanked Rachel for everything she did for the Foundation. He asked her to prepare the paperwork for this process.

Request for Foundation Funds – Wildland Fire Prevention Project

CFD Captain DFM Kari Shanklin shared that earlier in January, they requested funds for the Ready, Set Go! program. They did a pretty good job staying on budget for PSAs, video, and ads. She noted that when President Gorman had asked if what they would provide would be enough money, she thought it would be. She said that they posed the application for the chipper grant and it was a very popular program. They received 20 applications, but only had enough funding for 10 chipper grants or fuels reduction grants. A lot of people were interested in the chipper grants, so they have put in a request for additional funding.

Kari explained that they put they put the application on social media for about three to five days and received 20 grant requests. They have put this on hold for now because that was all the grant money they could fund.

She said that the letter she submitted was asking if there is anymore funding available for chipper grants, for homeowners to chip up debris that would be fuel for fires later.

President Gorman asked about demand analysis. He noted that she had shared they had received 20 requests, but he wondered how many people with requests may be out there hadn't filled out the paperwork.

Kari shared that they put a hold on the application process because there was a limited amount of fund. She explained that it is a detailed application process, so before they got more applications in, they put it on hold. She thought that whatever amount they had; they could probably fill with chipper grants. She thought about an amount to fund 20 more grants. She added that as summer starts to dry out and people become even more concerned with risk of wildfire, they could fill with as much funds were given.

President Gorman asked what a chipper grant entailed.

Kari shared that they first put in an application. She shared that she went to three places to see what the cost would be to rent a chipper for a day. Home Depot was around \$300 plus delivery, so it would be about \$500 for the day. She also noted that people started asking if it was safe to spread chips around, but really that would just be changing the format of the debris, so it needs to be hauled away. She said what they are receiving is \$500 for a daily chipper rental or to hire someone to remove fuels. She said that there are places in Clackamas County that are pretty concerning. There have also been some HOAs that have asked if they could rent a chipper for a day and have people bring stuff to chip up.

Kari shared that each grant is \$500, and it is a reimbursement grant. They are not handing out checks. She explained that CFD assesses the property; then once the work is done, they send photos of the job complete along with a receipt and then CFD reimburses them the \$500.

Gerard (Jerry) asked if they didn't use any additional funds received this year, would it be available next year because people have trees that need to be fallen and need pruning.

Kari said that they were really encouraging people to create defensible space by thinning, limbing, etc. They could utilize the grants for these types of things as well.

It was asked if it was possible to work with Home Depot to get a better pricing on chippers. Kari shared that as a public entity, they can't tell people they have to get the chipper from Home Depot or show favoritism towards a vendor; they can only recommend places to go. She added that with the ice storms, demands are up so they are not needing to negotiate a deal right now.

Craig shared that he watched Steve McAdoo's video and it was incredible. He said that it makes great common sense. He thanked them for doing this. He wondered if the chipper grant program would be an annual ask. He was in favor of this.

Kari thanked him for the feedback. She added that the Foundation funded that video. She thought the program might be popular, but the demand for people trying to figure out how to clean up has been higher than expected.

President Gorman shared that they collected a couple hundred thousand dollars in wildfire relief. He added that they had struggled to get that money out even after advertising about it. He said it is aligned with the Foundation's mission and if they can't use the funds for relief, they could use the funds for preventions.

President Gorman thought that the best thing to do for the community was to get that money into the hands of people who could use it.

President Gorman asked Kari to make a recommendation on how much money they were asking for. She responded that on the letter, they requested \$10k, enough for 20 grants. She thought they could do 20 – 30 grants. She said that anywhere from \$10k to \$20k would be very generous and well used.

Gerard (Jerry) asked if CFD was going to maintain Crew 30 in their vision in the future.

Chief Browne shared that he would love that. He added that it would need to be sustainable in order to do so. He explained that right now, it is on a grant. They will evaluate to see if they can fund it in the future. If it does not pay for itself, they can't take it on.

Gerard (Jerry) said that they could say that money contributed this year, if it wasn't used this year could be carried forward by them into the next year in their endeavors to clear property. Chief Browne thought that they could say that.

It was shared that the money from the grant ended late fall of 2023.

President Gorman asked Kari that for any amount that they couldn't spend or didn't spend, would that be rolled forward to future years' budgets or returned to the Foundation. He asked how that would work. Kari said that it could be whatever their preference would be. She said that she thought that if they put the availability for the chipper grant out there again, that by August, the funds would be gone.

Kari explained that Crew 30 has strict parameters on the clearing they can do. She shared that some HOAs are in desperate need of help for fuels reduction, but because they don't fit within the parameters of being on public lands, so Crew 30 is not allowed to be used on them. The rate for Crew 30 is \$500/hour for a 20-person crew. They have received a lot of inquiries about using Crew 30 with common areas. She added that would be another concept that would be using an excellent hand crew on areas such as common areas. They could rent Crew 30 for a couple hours and use chipper grants to get rid of the more dangerous fuels in riskier areas.

President Gorman asked how much a chipper cost to purchase. Kari shared that they determined that the liability of the Fire District is much less if the residents rent their own chipper rather than if the Fire District purchased chippers.

President Gorman asked if they could put the Foundation's name on the social media posts that go out.

Gerard (Jerry) made a motion that the Foundation contribute \$20k to this program, attaching to it the condition that if the money is not used this year, it will be used next year. Don Trotter seconded the motion.

Craig suggested that they come back with a conversation about Crew 30, to see if there is greater opportunity for philanthropy.

President Gorman stated that he didn't think that \$20k was enough. He said he thought that, more so than any other program, this has the potential to save 10 to 1000s of properties.

President Gorman was comfortable going up to \$25 or \$30k. He noted that they can't piece meal prevention, it has to be a broad approach.

Gerard (Jerry) Kearney amended his motion, to make it be a donation of \$30k.

Gerard (Jerry) also noted that the Volunteer Association was also on board with this. They will be contributing to this program also.

Sherie stated that they may also want to tie into Federal grant money.

Don Trotter seconded Gerard's (Jerry's) Kearney's motion for \$30k.

Gerard (Jerry) withdrew first motion.

Gerard (Jerry) Kearney made a motion for the Foundation to donate \$30k to the CFD chipper program. If the funds are not used this year, they will be used next year. If not used next year, the funds will go back to Foundation. Don Trotter seconded the motion.

Don noted that President Gorman mentioned using money from the wildfire relief fund. President Gorman said that he thought that they should use these funds. He added that they could always transfer money from general to wildfire fund if needed, so his recommendation would be for it to come from Wildfire fund.

Gerard (Jerry) agreed. He added that they have noticed a slowdown for applications. However, he said that they had not made any path into the Spanish speaking community. He said he is working with the long-term recovery group (LTRG) to help spread the word. There is a need out there.

President Gorman said that they still have a sufficient amount to help about 40 more people and can always move money from general fund if they need to.

Kari said she was honored and amazed by generosity of the group. She expressed her thanks to the group. President Gorman thanked Kari.

President Gorman said that there was the motion on the floor for \$30k, up to two fiscal years for chipper grants for wildfire prevention in the community. The motion passed unanimously.

6. Miscellaneous/Good of the Order

Craig welcomed Chief Browne. He also said it was great to see Chief Whiteley and Captain DFM Kari Shanklin. He encouraged everyone to watch the video of Steve McAdoo. Craig shared that he had a lot of HOA experience, so would be happy to be apart of the Crew 30 and HOA conversation.

President Gorman welcomed Chief Browne and thanked Andrew again for his work with the payroll contributions.

President Gorman shared that he looked forward to a dinner auction update.

7. Next Meeting

President Gorman said that the next meeting would be held on July 27. For now, it will be held by remote video conferencing.

8. Adjournment

The meeting adjourned at 1:09 pm.

Clackamas Fire District #1

Office of the Fire Chief

To: Chief Nick Browne and the Board of Directors

From: Public Affairs Battalion Chief Brandon Paxton

Re: Governmental Affairs Monthly Report – June 2021

District or Community Events:

- Media open house at Station 14 in Boring to introduce our 20-person hand crew, aka Crew 30, share wildfire safety tips, and equipment and crew demonstrations, June 23
- Transfer of Command Ceremony and swearing in of Fire Chief Nick Browne, June 25

Earned Media (TV, Radio, and Print):

Total Story Count:	177
Total Audience:	3,225,502
*Total Calculated Ad Value:	\$73,138
*Total Calculated Publicity Value:	\$219,402

*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: 26,494 Followers (26,324 in May)
- Instagram: 11,760 Followers (11,573 in May)
- Facebook: 28,457 Followers (28,156 in May)

Public Messaging and Campaigns:

- Wildfire prevention and defensible space
- Heat safety
- Recruitment: Fleet Technician, eligibility list for Fire Inspector, and Civil Service Commissioner
- Life jackets and water safety
- Fireworks safety
- CPR and AED Awareness Week and downloading PulsePoint app

- Learning CPR and AED deployment
- Training: Crew 30 at Metro Advanced Wildland School (MAWS) and working safely around air medical aircraft
- Retirement of Finance Director Christina Day and Board Director Don Trotter
- Wildland fire smoke tracker and how to check air quality
- High Fire Danger Burn Ban
- Backyard burning education and alternatives to burning yard debris
- Wildfire prevention: caution when operating equipment or vehicle, never mow when windy or dry
- Cooling Centers and locations within Clackamas County
- Industrial Fire Precaution: No fire or power-driven machinery within ODF boundaries
- Transfer of Command Ceremony and swearing in of Fire Chief Browne
- Discourage fireworks use, fireworks alternatives, and bans within the fire district
- Preventing sparks through vehicle maintenance and no dragging parts or chains
- Ensuring yard debris burn piles are dead out
- May emergency response stats

Meetings Attended:

- Chiefs meeting, occurs weekly on Mondays, Station 5
- Public Information meeting with staff, occurs weekly on Mondays, Admin Office
- Command and General Staff, occurs weekly on Tuesdays, Station 5
- Estacada Fire Website and Facebook Transition meeting, occurred weekly on Thursdays, Zoom
- BC Ride-Along, June 2 and June 8
- KXL Interview, June 8 and June 10
- Clackamas and Sandy Fire PSA filming, June 15
- Joint messaging discussion on overdoses and counterfeit pills with Clackamas County Public Health Department, Zoom, June 22
- Happy Valley Business Alliance meeting, June 23
- Pacific Northwest Heat Event Operations Briefing, Teams, June 25-28

Respectfully submitted,

Public Affairs Battalion Chief Brandon Paxton

Office of the Fire Chief

To: Chief Nick Browne and the Board of Directors

From: Health & Safety Chief Heather Goodrich

Re: Health & Safety Monthly Report – June 2021

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

- Baseline pre-physicals for volunteer recruit candidates. (23 people)
- Annual pre-physical testing for annual career firefighter/FMO/Chief pre-physical testing. (1 person)
- Annual pre-physical testing for Fleet, Logistics and Facilities staff. (1 person)
- Annual OSHA required hearing testing and hearing conservation training for Fleet/Facilities/Logistics staff. (1 person)
- Presented bloodborne pathogen, health insurance and wellness benefit training to the new CFO and IT Technician.
- Coordinated annual NFPA 1582 physicals for career firefighters, FMO staff and Chief Officers. (17 people)
- Coordinated annual NFPA 1582 and respirator clearances without a physical for career firefighters. (14 people)
- Coordinated annual NFPA 1582 physicals for Clackamas Suppression and Support Volunteers (8 people)
- Coordinated annual NFPA 1582 and respirator clearances without a physical for suppression and support volunteer firefighters. (18 people)
- Coordinated DOT bi-annual physicals for Fleet/Logistics/Facilities staff (2 people)
- Provided support to EMS with COVID immunizations (clinics, Alert inventory, accepting and transferring vaccine between CFD and CPH, etc.).
- Performed IAFF/IAFC complete annual fitness testing for career firefighters. (38 people)
- Performed IAFF/IAFC complete annual fitness testing for suppression volunteer firefighters. (40 people)

- Rebound/Tactical Athlete coordinated expedited injury care for 17 firefighters and 1 family member between 1/1/21 and 6/30/21.
- Processed and provided follow-up for on-the-job injury reports and for Safety Committee. Nine injury reports were submitted with two of the nine turning into a workers' compensation claim.
 - 36 lifting or smoke incident exposure reports were submitted.
- Coordinated fit for duty physicals for injured career firefighters returning to duty. (3 people)
- Created wellness programming for "Safety Stand Down Week" June 20-26. This included Zoom presentations, workouts, and breakfast/dinner ideas. The theme was Rebuild Rehab, which focused on the critical importance of physical and psychological rehab to mitigate the physiological and mental impacts of firefighting.
- Worked with firefighters on lowering LDL cholesterol. (9 firefighters)
- Annual Mental Health Assessment was administered to career firefighters. (38 people)
- Provided requested health information and consultations to 22 firefighters and staff.
- Provided requested information about our program to Hood River Fire, Portland Fire and CCOM via email.
- The staff monthly wellness challenge was emailed to all support and day staff. June's topic was "Quitting the Sitting".
- Created and sent out monthly Wellness Update and Health Insurance Newsletter.
- Distributed EAP Employee Newsletter and EAP Supervisor Newsletter by email.
- Staff attended Executive Team, All Chiefs', Directors', Training Department, Wellness Staff, Safety Committee, Insurance Committee, Safety Committee, and the Board of Directors' meeting.
- Performance appraisals were conducted all Wellness staff - two were the quarterly "Check-In" and one was a monthly probationary evaluation.

Respectfully submitted,

Health & Safety Chief Heather Goodrich



Clackamas Fire District #1

Wellness Update

June 2021

Issue 250

Health Question of the Month

Q: How risky is a high resting heart rate?

A: In general, a slower resting heart rate may be better than a fast one. A number of studies have linked faster resting heart rates with increased risk of heart disease and premature death from all causes, independent of fitness level and other known cardiovascular risk factors. Bottom line: Your resting heart rate can serve as one more piece of information your doctor can use in evaluating your cardiovascular risk.

Wellness News

- Career and Volunteer physicals at Adventist continue this month. Physicals need to be completed by June 20th at the latest.
- The week of June 20-26 is Safety Stand Down. The theme for this year's events is "Rebuild Rehab."



TINY SMOKE PARTICLES COULD MAKE WILDFIRES PARTICULARLY HARMFUL TO HUMAN HEALTH

When the San Francisco Bay Area experienced a record 30 consecutive days of worrisome air quality alerts in August and September, Mary Prunicki began taking blood samples from firefighters. Thousands of firefighters would spend months battling the blazes, which would eventually scorch more than 4 million acres and kill 31 people.

And the damage isn't likely to have stopped there. Prunicki, Director of Air Pollution and Health Research at Stanford University, is studying the blood samples to understand what wildfire smoke does to human health.

She and other scientists are particularly concerned about a type of particulate matter in wildfire smoke known as PM2.5. These tiny airborne particles, about one-twentieth the width of a human hair, are especially dangerous because they can be breathed deeply into the lungs.

"The size of that particulate can, when you inhale it, go all the way to the base of your lungs and then cross over into your bloodstream," Prunicki said. "Once it's in the bloodstream, it can go to various organs and do all kinds of damage."

Experts have said that in a warming world, devastating wildfires like the ones that tore across California, Oregon and Washington last year will be more common. Around the world, wildfire seasons have been starting earlier and lasting longer, becoming in some regions an almost year-round threat.

Corringham co-authored a study published last March in the journal *Nature Communications* that found that airborne particles in wildfire smoke can be several times more harmful to human respiratory health than other forms of air pollution, including car exhaust. It's not yet well understood why wildfire smoke is more harmful than other forms of ambient air pollution, although it is likely to have to do with the chemical composition of what's being burned, Prunicki said. Wildfires that engulf homes and other buildings, for instance, can be particularly dangerous because the chemicals in furniture, clothing and other everyday items are released.

While firefighters are among the most vulnerable when it comes to smoke exposure, it's not just those on the front lines battling blazes who are feeling the impacts of more frequent and intense wildfires.

Studies have observed increases in hospitalizations, particularly for respiratory conditions, during wildfire events. In their study, Corringham and his colleagues combed through 14 years of hospital admissions records in Southern California, analyzing them together with satellite data on wildfire smoke and wind. The researchers discovered that an increase of PM2.5 pollution from wildfire smoke caused respiratory-related hospital admissions to increase by 1.3% to 10%. An increase in PM2.5 from other sources of air pollution, on the other hand, contributed to only a 1% rise in hospital admissions.

A study published in April in the journal *JAMA Dermatology* also found that wildfire smoke can exacerbate more than just respiratory conditions. Researchers at the University of California, San Francisco observed a rise in the number of patients visiting health clinics for eczema and other general skin concerns in November 2018, when the catastrophic Camp Fire raged in Northern California. The scientists found that even short-term exposure to hazardous particulate matter in wildfire smoke can have consequences for skin health.

The studies of the health effects of wildfire smoke paint a concerning picture of a future in which climate change is expected to supercharge wildfire seasons.

In this issue

Tiny Particles in Wildfire Smoke Harmful [P.1](#)

Best Sunscreens of 2021 [P.2](#)

Prediabetes Increases Cardiovascular Risk [P.2](#)

Exercise of the Month: Side Plank Adductor [P.3](#)

Healthy Recipe: Mediterranean Chicken [P.4](#)

Moderate Alcohol Intake May be Heart Protective

Moderate alcohol intake—defined as no more than one alcoholic drink for women and two for men per day—has been associated with a lower risk of dying from cardiovascular disease when compared to individuals who abstain from drinking or partake in excessive drinking, according to a new study presented at the American College of Cardiology's 70th Annual Scientific Session. It's also the first study to show that drinking moderate amounts of alcohol may be heart protective, in part, by reducing stress-related brain signals based on a subset of patients who underwent brain imaging.

"We found that stress-related activity in the brain was higher in non-drinkers when compared with people who drank moderately, while people who drank excessively (more than 14 drinks per week) had the highest level of stress-related brain activity. The thought is that moderate amounts of alcohol may have effects on the brain that can help you relax, reduce stress levels and, perhaps through these mechanisms, lower the incidence of cardiovascular disease."-Dr. Mezue, MD, Fellow in Nuclear Cardiology and the study's lead author.

While Mezue was quick to caution that these findings should not encourage alcohol use, he said they could open doors to new therapeutics or prescribing stress-relieving activities like exercise or yoga to help minimize stress signals to the brain.

"The current study suggests that moderate alcohol intake beneficially impacts the brain-heart connection. However, alcohol has several side effects, so other interventions with better side-effect profiles that beneficially impact brain-heart pathways are needed.

Source: American College of Cardiology



Best Sunscreens for 2021

A \$4 sunscreen from Walmart performed well enough to be recommended and termed a "Best Buy" in this year's sunscreen ratings from *Consumer Reports*, which were just released. It is [Equate Sport Lotion SPF 50](#), a Walmart brand.

In addition, two sunscreen sprays made the recommended list: [Hawaiian Tropic Island Sport Spray SPF 30](#) (\$9) and [Alba Botanica Hawaiian Coconut Clear Spray SPF 50](#) (\$11). The entire report of rankings is posted on the *Consumer Reports* website for members.

"We still have not been able to find a mineral-based sunscreen that did well enough to recommend," she says, citing some consumer concerns about chemical sunscreens, which contain ingredients such as oxybenzone and avobenzone, among others. The chemicals have been found to soak into the skin and bloodstream. The FDA is trying to understand the long-term effects of this absorption. It says that absorption does not equal risk and that you should keep using sunscreen.

While some are concerned about the chemical sunscreens, Calvo says the risks of skin damage and skin cancer from being out in the sun are far greater than the risk of chemicals in sunscreens.

"We did have two mineral sunscreens that got a good rating," she says. They are not at the top of the list, but she views them as acceptable for those trying to avoid chemical sunscreens. Mineral sunscreens use ingredients like titanium dioxide and zinc oxide that act as physical barriers against the sun's rays.

They are:

- [Badger Active Natural Mineral Cream SPF 30 \(\\$18\)](#)
- [California Kids #supersensitive Tinted Lotion SPF 30-plus \(\\$20\)](#)

More Top Performers

Among other products to consider, Calvo says:

- [Kiehl's Activated Sun Protector Lotion SPF 30 \(\\$32\)](#)
- [Neutrogena Ultra Sheer Face Lotion SPF 70 \(\\$13\)](#)
- [La Roche-Posay Anthelios Lotion Spray SPF 60 \(\\$25\)](#)

Protecting Kids

"We recommend ideally that you don't use sprays on kids," Calvo says. Children are more likely to inhale the sprays. But she knows parents may prefer sprays due to convenience. If they do use a spray sunscreen on kids, ideally parents should spray it on their hands and then rub it into their child's skin. Or at the least, parents could have their child close their mouth and eyes and turn their head away when they spray it on.

Never spray sunscreen on the face, she tells adults and children.

Dermatologist Weighs In

Michele S. Green, MD, a dermatologist at Lenox Hill Hospital in New York City, reviewed the rankings. "It is surprising that there were more sprays than lotions recommended," she says. In her opinion, "spray sunscreens tend to be less effective, meaning that the skin is more susceptible to being damaged by the sun's UV rays. This means that there is a higher risk for UV damage and the potential development of skin cancers."

She stresses that it's crucial to put on spray and lotion sunscreens the right way. She recommends an ounce of sunscreen applied to exposed skin for adults. With sprays, she says, it can be difficult to know how much has been applied.

When picking a sunscreen for kids, she suggests finding one that is water-resistant and has broad-spectrum coverage with an SPF of 30 or more.

Source: www.consumerreports.org



Prediabetes Can Boost a Person's Chance of Major Cardiovascular Events

People with prediabetes were significantly more likely to suffer a heart attack, stroke or other major cardiovascular event when compared to those who had normal blood sugar levels,

according to research being presented at the American College of Cardiology's 70th Annual Scientific Session. Researchers said the findings should serve as a wake-up call for clinicians and patients alike to try to prevent prediabetes in the first place.

"In general, we tend to treat prediabetes as no big deal. But we found that prediabetes itself can significantly boost someone's chance of having a major cardiovascular event, even if they never progress to having diabetes," said Adrian Michel, MD, and the lead author of the study. "Instead of preventing diabetes, we need to shift focus and prevent prediabetes."

Prediabetes is a condition in which the average amount of sugar in the blood is high, but not high enough to be diagnosed as Type 2 diabetes. While Type 2 diabetes is a well-known risk factor for heart attack, stroke and blockages in the heart's arteries, the role of prediabetes has been less clear. Yet prediabetes is fairly common. The CDC estimates that 34 million Americans—just over 1 in 10—have diabetes, and another 88 million—approximately 1 in 3—have prediabetes.

The study revealed that serious cardiovascular events occurred in 18% of people with prediabetes compared to 11% of people with normal blood sugar levels over five year follow-up. The relationship between higher blood sugar levels and cardiovascular events remained significant even after taking into account other factors that could play a role, such as age, gender, BMI, blood pressure, cholesterol, sleep apnea, smoking and peripheral artery disease.

Of particular concern was the finding that even when patients in the prediabetes group were able to bring their blood sugar level back to normal, the risk of having a cardiovascular event was still fairly high. "Even if blood sugar levels went back to normal range, it didn't really change their higher risk of having an event, so preventing prediabetes from the start may be the best approach," Michel said.

The study findings are an important reminder for adults to know their blood sugar numbers, especially as prediabetes usually has no symptoms.

Source: American College of Cardiology

Local Farmers' Markets Back in Business

Local farmers markets are open for business. Take your shopping outside this summer!!

- **Canby Farmers Market;** Saturdays, 9:00 am-1:00 pm, NW 2nd & Holly St.
- **Estacada Farmers Market;** 2nd & 4th Saturdays, 11:00 am-3:00 pm, 664 NW Wade
- **Happy Valley Sunnyside Farmers Market;** Saturdays, 9:00 am-2:00 pm, 13231 SE Sunnyside Rd
- **Lake Oswego Farmers Market;** Saturdays, 8:30 am-1:30 pm, Millennium Plaza Park
- **Milwaukie Sunday Farmers Market;** Sundays, 9:30 am to 2:00 pm, SE Main & Harrison
- **Molalla Farmers Market;** Thursdays, 3:00-7:00 pm, 523 Main St.
- **Oregon City Farmers Market;** Saturdays, 9:00 am to 2:00 pm, 2051 Kaen Rd
- **West Linn Summer Street Market;** Wednesdays, 4:00 pm to 8:00 pm, Willamette Falls Dr
- **Wilsonville Farmers Market;** Thursdays, 4:00-8:00 pm, 28836 SW Costa Cir. (begins June 17th)

Exercise of the Month

Side Plank Adductor Raise

This exercise challenges both the muscles of the core, as well as the inner leg.

- Set up in a side plank. Your elbow should be under your shoulder and your feet unstacked with your bottom foot in front and slightly angled forward. Lift up into the side plank position with your top hand on your hip and your chest facing forward (not rotated toward the ground).
- Holding this position, lift and lower the bottom leg, raising it up a few inches then lowering it at a controlled pace. Don't let your hips sag. Don't place your top hand down to assist. Perform three sets of 15 per leg.





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Recipe of the Month: Chicken with Caramelized Onion and Tomato Sauce

This Mediterranean Diet dish is quick to make and especially great for summer, when tomatoes, sweet peppers, and zucchini are most bountiful.

INGREDIENTS

- ❑ 4 skinless, boneless chicken breasts (1 to 1 1/2 pounds total)
- ❑ Salt
- ❑ Freshly ground black pepper
- ❑ 2 Tbsp. extra-virgin olive oil
- ❑ 1 medium yellow, red, or green bell pepper, seeded and thinly sliced
- ❑ 1 small red onion, thinly sliced
- ❑ 6 roma tomatoes, seeded and coarsely chopped (3 cups)
- ❑ 1 small zucchini, cut into bite-size strips
- ❑ 4 cloves garlic, minced (2 teaspoons minced)
- ❑ 2 Tbsp. balsamic vinegar
- ❑ 2 tsp. chopped fresh thyme
- ❑ 1/4 cup crumbled feta cheese (1 ounce)



INSTRUCTIONS

1. Preheat broiler. Season chicken with salt and pepper. Place chicken on the unheated rack of the broiler pan. Broil 4 to 5 inches from the heat for 12 to 15 minutes or until chicken is no longer pink, turning once halfway through.
2. Meanwhile, in a large skillet heat oil over medium heat. Add bell pepper and red onion. Reduce heat to medium-low. Cook for 10 to 15 minutes or until very tender, stirring occasionally. Increase heat to medium. Add tomatoes, zucchini, and garlic; cook and stir for 2 minutes more. Stir in balsamic vinegar and thyme.
3. Thinly slice chicken. Serve chicken with tomato mixture; sprinkle with cheese.

Nutrition Facts:

Servings: 4

Amount Per Serving:

Calories: 270

Total Fat: 10g
(3g saturated)

Cholesterol: 74mg

Carbohydrate: 14g

Fiber: 3g

Protein: 30g

Sodium: 415mg

DID YOU KNOW?

You can use your microwave to turn fresh herbs into dried seasonings for food. Place leaves in a single layer between two paper towels, and heat on high for 1 minute per cup. This method works best on parsley, basil, and celery leaves.

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Assistant Chief Brian Stewart

Re: Office of Strategic & Business Services Monthly Report – June 2021

The month of June was one of transition. The Fire Chief and new Command and General Staff team identified a number of organizational priorities, conducted planning to support those priorities, and initiated a number of changes to move the district forward.

On June 1st, I was promoted to Assistant Chief and given responsibilities over Strategic and Business Services. In this position, I am supporting the new administration and overseeing Community Services, Human Capital, the Fire Marshal's Office, Support Services, and the Information Technology Services Division. These divisions have each experienced shifts with their creation, scope of work, oversight, and/or combining departments.

Substantial and notable activities during June included:

- Regular and frequent discussions, research, and decision-making to support the new administration and organizational structure.
- Reviewed current IGA service performance with Gladstone Fire and discussed opportunity for additional services.
- Transition from DC Whiteley as Civil Service Chief Examiner and lead support to commission.
- Labor Management relations and bargaining.
- Supported staff with the Estacada Fire transition.
- With CFO Whitaker, engaged division heads on their review of their goals, SWOT analyses, and performance.
- Deployed with the OSFM Red Team to the Wrentham Market Fire.

Respectfully submitted,

Assistant Chief Brian Stewart

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Deputy Chief Doug Whiteley

Re: Community Services Division Monthly Report – June 2021

- Met with Firefighter Bargaining Team for bargaining.
- Attended weekly Battalion Chief group meetings.
- Attended the monthly Milwaukie Redevelopment Commission Community Advisory Committee meeting.
- Attended the weekly Command and General Staff Meeting.
- Met with Battalion Chief Bargaining Team for bargaining.
- Worked on updating and developing policies.
- Attended the Emergency Services Foundation Auction meeting.
- Met with Community Services staff regarding duties and assignments.
- Met with staff regarding Intergovernmental Agreements.
- Met with Clackamas County regarding Urban Renewal funds.
- Developed community talking points for the month.
- Attended the Health Insurance Committee meeting.
- Met with staff regarding current and future grants.
- Participated in Oregon City Chamber Board meeting.
- Worked with Legal Counsel on several matters.

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 16 community activities in June 2021. These included delivery of safety

materials, File of Life requests, attendance at community meetings, and socially distant appearances at graduations. Most in-person fire safety presentations, station tours, and a number of other public events were temporarily suspended.

- Staff attended internal Zoom meetings/webinars for organizational briefings, Operations North Battalion breakout sessions, and Community Services Division.
- Staff attended other meetings for Oregon Impact, Community Risk Reduction, Peer Support, and Oregon State Fire Marshal's Office.
- Staff covered daytime and 24-hour PIO shifts which included writing press releases.
- Printed, reviewed, scored, and met to discuss applications for CFD#1 Fire Inspector process.
- Conducted site visits/wildfire assessments for potential chipper/fuels reduction grant recipients.
- Helped with Firewise event for Deerfield Park 1 and 2 HOAs.
- Conducted neighborhood assessment and report for application of pending Firewise community (Happy Valley Heights).
- Printed and bundled 1,260 Four Best Fireworks brochures for distribution to 42 fireworks stands within CFD#1.
- Worked on and attended virtual meeting for planning of Clackamas County wildfire preparedness webinar.
- Delivered Bigfoot wildfire preparedness coffee sleeves and coasters to coffee shops and restaurants in the fire district.
- Worked on logistics for administration and distribution of wildfire fuels reduction/chipper grants. Staff processed 35 applications and completed 31 site visits in the month of June.

Respectfully submitted,

Deputy Chief Doug Whiteley

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Fire Marshal Shawn Olson

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

Engineering Fire Marshal's Office staff reviewed plans for 61 buildings and land use projects in the month of June 2021. In addition, 9 new construction inspections and 11 tenant improvement inspections were completed.

Enforcement A total of 310 inspections were carried out in the month of June 2021. These included 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:

- FMO staff finished up with retail sales of firework inspections. All public firework displays were canceled this season.
- The fire district is in High Fire Danger levels. This means, no backyard burning or agricultural burning. Recreational fires are strongly discouraged.
- FMO staff attended a fire sprinkler valve demo at the training center. The National Fire Sprinkler Association sponsored the event.
- FM attended OFMA strategic planning day as well as the Oregon Fire Sprinkler Coalition meeting.
- FMO investigators conducted 20 fire investigations. Investigations included outdoor shed fires to residential fires.
- FMO staff worked with Operations, the City of Happy Valley, and construction crews to resolve safety concerns at 129th.
- FMO staff wrapped up the Estacada contract with almost 100% inspection completion as well as all reinspections prior to the end of the IGA by July 1st.

Respectfully submitted,

Fire Marshal Shawn Olson

Clackamas and Estacada Fire Inspections

2021 Occupancy Inspections YTD

January - June

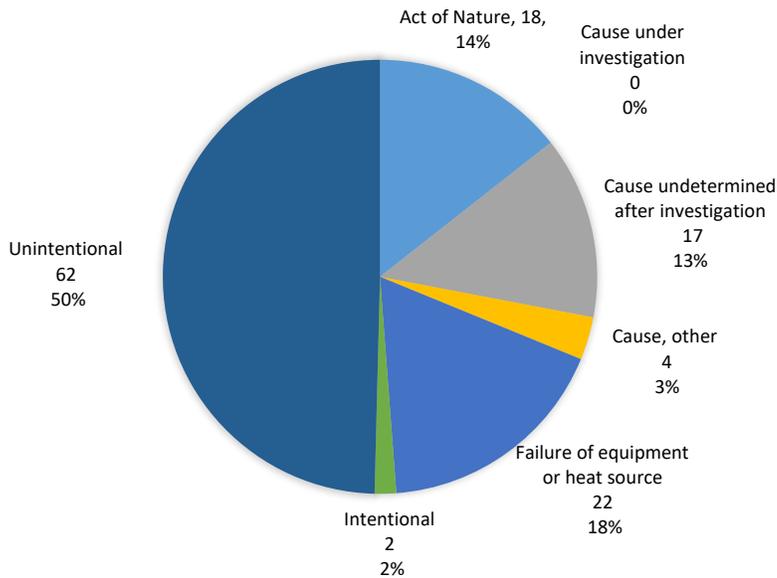
Assigned To	Actions	Completed
Division, Fire Marshal Office	INSPECTION - 1 Year	75
	INSPECTION - 1 Year Apartments	55
	INSPECTION - 2 Year	2007
	INSPECTION - 2 Year Apartments	128
	INSPECTION - Marijuana Facility	26
	INSPECTION - Schools	102
Division, Fire Marshal Office	Total	2393
	Grand Total YTD	2393

2021 Special Inspections - Current

June

Assigned To	Actions	Completed	
Division, Fire Marshal Office	INSPECTION - Burn Permit	0	
	INSPECTION - Fire Access & Water Supply	0	
	INSPECTION - Fire Alarm	3	
	INSPECTION - Lock Box	0	
	INSPECTION - New Construction	9	
	INSPECTION - Special	6	
	INSPECTION - Target Hazard	3	
	INSPECTION - Tenant Improvement	11	
	MEETING - General Development/Design	5	
	MEETING - Land Use	4	
	MEETING - On Site	2	
	MEETING - Pre Application	6	
	PERMIT - Fireworks	8	
	PLAN - Fire Access & Water Supply (Commercial)	24	
	PLAN - Fire Access & Water Supply (Residential)	37	
	REFERRAL/COMPLAINT - Citizen	0	
	REFERRAL/COMPLAINT - State	0	
	Division, Fire Marshal Office	Total	118
		Grand Total	118

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	0.80%
	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**

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Division Chief Joshua Gehrke

Re: Human Capital Division Monthly Report – June 2021

The following body of work represents the collective effort in Human Capital to meet the mission of the fire district. Although many of the task were specific to individuals, we as a team worked together to accomplish our goals and objectives. The fire district has ushered in tremendous change as of late and I appreciate the work from this team!

DEI, Professional Development & Testing:

- Late in the month we learned of funding available for an apprenticeship program through the budget reconciliation bill HB5006. Parameters for the grant will be forthcoming but in short, \$2 million is approved for Clackamas Fire District #1 to hire firefighter apprentices. The program will be administered by the Department of Administrative Services (DAS). Clackamas Fire District will not have to apply for the funds; however, we will need to enter into a grant agreement prior to disbursement of any funds that outline the terms and any ongoing reporting, etc.
- Staff subsequently met to discuss opportunities and challenges presented by the apprenticeship program and meeting our DEI objectives
- Began work on EEO4 reporting
- Scheduled Apparatus Operator Chief Interview
- Processed additional temp labor hires assisting in Clackamas County vaccination clinics
- Completed Fire Inspector testing, currently in 10-day review period
- Completed Fleet Tech testing and scheduled Chief interviews
- Continued work on the Suppression Captain promotional process.
- Attended NEOGOVs quarterly webinar
- Advertised for our vacant Civil Service Commissioner position
- Began work on the regular Civil Service packet
- Based on private sector options and research with neighboring fire districts / departments finalized decision to stay the course with psych examinations as a pre-hire requirement for sworn personnel.

- Completed background checks and initiated first round of scheduling of psych exams for latest volunteer academy applicant pool.
- Met with probationary officers completing task book training requirements for check off with Human Resource Department personnel.
- Processed tuition reimbursements requests.

Documents, Policy & Process:

- Removed all old employees from our DMV system.
- Updated employee files with certifications, PAFs, comp time, change of address, new employee information/bios, etc.
- Continued posting of reviewed and updated district policies to new SharePoint location following final migration from the Share Drive and approval to move forward remaining lingering policy groups from Labor.
- Started plan creation for staggered distribution of policy updates throughout the year (in lieu of just January) to allow Labor more time to review the large group of policies that must be processed.
- Began review of HR forms migrated to JotForm format for updates and functionality.

Benefits:

- Held an Insurance Committee meeting. After looking at our insurance claims and realizing this was a very high claims cost year, we all voted that we would raise the premiums by 10% for Medical. For Dental, we will have a 5% decrease of our current rate, with Equitable.
- A census was created of all employees on our dental plan and this is how we enrolled all members to the new dental plan, along with all the new changes that were initiated through Open Enrollment.
- Sent letters out to the retirees giving them the option to change their coverages during open enrollment, as well as sending them the updated insurance rates.
- SAIF Worker's Comp bid accepted for 2021-2022 contract cycle. Met with new primary SAIF designated adjuster to discuss district processes to streamline claims assigned to the new adjuster going forward.
- Received all forms back for open enrollment and have entered all FSA plan and supplemental insurance elections.
- Processed Worker's Comp claims and return to work for new claims and light duty assignments.
- Processed subpoena, bereavement, jury duty and OFLA/ FMLA leave for personnel

LBG:

- LBG is updating the website with all the new dental information.
- Worked with Kris and Kristen on ongoing and new claim issues.
- Both HR and the Office of Financial Services is reviewing the current LBG contract.

Health Trust:

- In June, the Trust paid out an offset to 50 members and a total of \$6,397.18.
- Effective July 1st, it was voted to raise the TIPO by 3% which would increase it from \$150 to \$155. This information was sent to all the eligible retirees.

Additional projects, programs, or process:

- Completed reviewing and finalizing the Sandy Fire District No. 72 and Clackamas Fire District #1 feasibility study RFP. Advertised in The Daily Journal of Commerce and both agency websites.
- Attended law liaison meeting with Operations Division Chief Dan Mulick and his counterpart Sergeant Brad O'Neil from Clackamas County Sheriff's Office.

Respectfully submitted,

Division Chief Joshua Gehrke

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Division Chief Michael Carlsen

Re: Support Services Division Monthly Report – June 2021

June was a significant month of activity. With the foreclosure of Estacada operations, it was recognized that Estacada's Response Plan (how dispatch selects and sends apparatus to call types) significantly relied on Clackamas Fire in the form of assumed Automatic Aid. If we continued this pattern, it would come at the sacrifice to the service delivery in Sandy, Eagle Creek and parts of Redland. Further, CCOM reached out to the District asking for help in reengineering the Response Plan. A significant amount of my time in June was spent working with CCOM to create new Response Plans. It was a tremendous amount of effort and capstoned with fantastic strategic partner collaboration with CCOM. With the unprecedented number of Response Plan changes, it was necessary to staff the Dispatch Liaison position on July 1st from 0630-1630hrs. This was done to help CCOM operations command staff to ensure CAD operated within the new Response Plans, which was also met with success.

The end of June represents the end of the fiscal year which also means Logistics closes for all business for ten hours in order to conduct a hand-count inventory. The purpose the inventory is to establish a variance between the physical count and what MUNIS shows. I am pleased to report that FY 20-21 had a variance of less than 1%...an all time record. Logistics, under the management of Manager DeAnn Cordes, deserves recognition.

Final preparations to begin servicing Sandy and Hoodland Fire's fleet are underway. This includes Chief Interviews for Fleet Technicians on July 14th. Our Fleet Department worked long hours to ensure the Estacada Fleet was returned to them in better condition than we received them.

With the 24/7 staffing of Station 18, our Facilities Department is nearly complete with a significant remodel of the living quarters and will serve District and Sandy crews for years to come. The quality of work by our in-house Facilities Team is testament to their professionalism and dedication to serving the needs of the District.

Finally, Managers Cordes, Vallance and Bischoff worked with me for numerous hours in pre-planning how we would continue to provide mission essential services to our front line fire fighters, in light of historic extreme heat. We pre-planned everything from how to charge radio batteries, meeting the sanitary needs of our response force, ordering heavy equipment, and ensuring rigs are fueled. They made me proud!

A few additional monthly tasks:

- Continued to attend Tuesday/Wednesday/Thursday Ops Briefings.
- Significant time spent in CBA negotiations for both Fire Fighters and Battalion Chief
- Weekly Monday Command and General Staff meetings.
- C800 Meetings
 - Multiple meetings with the Director of C800 to discuss transition of VHF Overlay
 - Working on establishing coverage needs for a new VHF back-up system.
- Division meetings with Managers
- Multiple Dispatch issue resolution with CCOM
- Board regular session attendance via Zoom/Teams
- Continued to develop Sandy-Clackamas Feasibility Study with DC Gehrke, Sandy DC McKinnon and Legal
- Worked to create *Multi-Agency Fire Liasion Coordination Center* at CCOM
 - Continued working with Gladstone Fire BC Tighe Vroman to establish protocols for Dispatch Liasion
- Served as District Coverage Chief

Respectfully submitted,

Division Chief Michael Carlsen

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Fleet Manager Bill Bischoff

Re: Fleet Services Department Monthly Report – June 2021

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

Engines

- 2-117 E309- PM and write-ups
- 3-143 E330- Misc write ups and steer tire replacement
- 2-124 E308- PM and write-ups
- 2-113 E308R- Air Conditioning repairs during heat

Trucks / Heavy Rescue

- 2-205 T319- PM and write-ups as needed
- 2-208 T316- PM and additional write-ups
- 2-365 HR305- Pierce Warranty body repairs. Sent to Hughes Fire. Major work
- 2-203 T321- Complete major engine work - Engine failure. Drive tire replacement.

Brush Rigs / Water Tenders / Boats

- 2-304 Flatbed- Set up flatbed as BR303 for extreme heat
- 2-309 IE314- AC is INOP and other write ups- repairs prior to and during extreme heat, also in preparation for deployment.
- 2-363 BR313- New lightbar and siren set up. Misc write ups after engine replacement.

Staff Vehicles / Medic

- 2-446 M316- PM and write ups, warranty engine oil leaks
- 2-447 M303- AC repairs/warranty electrical work from Ford and Braun NW
- 2-707 & 2-708 BC Rigs- The new BC rigs have had most of the set up completed and just need some final work at Fleet before placing into service.
- 2-706 BC303- PM and write-ups
- 3-700 BC301- PM and write-ups

- 2-442 M323- PM and write-ups. Oil has fuel dilution.

Other Items

- Fleet staff spent a lot of the month working on outside agency apparatus and vehicles to meet the requirement of getting all of the scheduled PM and pump testing completed on specific pieces of their fleets.
- Fleet began the process for hiring an additional fleet technician to assist with the additional work load with Sandy Fire and Hoodland Fire fleet maintenance IGAs in place. We begin maintaining these fleets in July 2021.
- Completed all of the Estacada fleet related transition items. All of their fleet is back and ready for response. Their vehicles were also returned and two District staff were assigned different District vehicles. Other FMO staff vehicle shuffles/assignments occurred as well.
- Fleet Staff worked on finalizing the Hoodland Fire fleet maintenance IGA as well as drafting one for Estacada Fire. Estacada has since tabled their discussion, pending their exploration of other options.

Respectfully submitted,

Fleet Manager Bill Bischoff

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Facilities Manager Scott Vallance

Re: Facility Services Department Monthly Report – June 2021

- Station 1 – Finished the scheduled upgrades with the installation of new counter tops in the kitchen area
- Station 5 – Replaced failing vinyl flooring and carpet in the men’s locker room
- Prepped Station 330 for the transition back to EFD to include polishing floors, cleaning carpets, and completing some minor repairs that needed to be done
- Semi-annual commercial oven hood inspections at 6 stations (Stations 3,4,5,6,10,11)
- Admin offices – Office moves for staff, to include conversion of office area to a meeting space
- Completed a number of strip and wax of hard surface floors
- Settled the Dennison case in mediation
- Station 18 - Started and completed 98% of the conversion of the community room into a kitchen and day room in preparation for this station being fully staffed 24/7 on July 1. Kudos to Facility Technicians Thompson and Dinsmore for their incredible work in getting this project going and near completion in record time, and for minimizing the budget expenditures while doing so. They did a fantastic job and are to be commended!
- 130th Campus – Conducted PFAS testing on concrete and asphalt material from various locations on the campus, as well as material from three of the storm drains. If the results from this testing show minimal or no contamination, we will be able to move forward with replacement of the failing hard surfaces on the campus.
- Continued with bids for work to improve the Fuller Rd. House and surrounding property to include roof replacement, interior and exterior paint, refinish/recover flooring, tree removal/limbing, landscape improvements, and addressing security concerns.
- Hydrant maintenance is continuing throughout the district
- Dealt with a number of HVAC concerns over the severe weather period, predominantly at Stations 3 (FMO) and 5, which is understandable as these are some of our oldest units.
- Worked on a solution to a safety concern that was brought up with the new roof prop steep pitch portion

- Meetings with DC Carlsen and CFO Mark Whitaker
- Toured the FFL building with reps from West Pierce Fire
- Visited PDX Fire's rail car prop in anticipation of receiving our own car in the near future

Respectfully submitted,

Facilities Manager Scott Vallance

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Logistics Manager DeAnn Cordes

Re: Logistics Department Monthly Report – June 2021

- Logistics processed 256 requisitions entered into Munis. This is down 19% from June of last year. Fleet parts processed 89 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 June.

Warehouse	Qty Received	Qty Issued
Fleet Parts	174	737
Logistics	3078	6504

In preparation for annual inventory, Logistics kept less inventory of non critical supplies on hand. The less we have, the less we have to count. Usually it is household goods and uniform items that we try to have less of at the end of June.

- Logistics filled and delivered 42 orders for controlled medications, which is up 19% from June of last year.
- Staff attended, via Zoom, the EMS and Safety Committee meetings this month.
- Staff continued to prepare for the annual inventory which took place on June 30th. Finance staff was in person this year to help with counting. It was nice to have them as well as assistance from CFO Whitaker and Division Chief Carlsen. Our inventory variance was under 1% this year. My goal each year is to be under 2%, so I am very pleased with the outcome.
- Made and activated five ID/access card, five stickers, two FOBs and seven bracelets, deleted 18 devices (ID card, bracelet, etc.). Communicated the changes with Sonitrol.

Respectfully submitted,
Logistics Manager DeAnn Cordes

Office of Strategic & Business Services

To: Chief Nick Browne and the Board of Directors

From: Chief Technology Officer Oscar Hicks

Re: Technology Division Monthly Report – June 2021

I am excited to oversee both the ITS and Data Services departments and everything we can accomplish together. I look forward to sharing all our future updates!

Information Technology Services Department

From: Computer Informations Systems Manager Watkins

In Progress/On-going:

- Wi-Fi upgrade district-wide
- MDC OS and CAD upgrade district-wide
- End-User training development Office 365
- Removal of Windows 7 Desktop environment

Completed:

- Network Core Switches upgraded district-wide
- Office 365 / SharePoint implementation
- Windows 7 upgraded to Windows 10 on AVIDS district-wide
- New MAP Layers installed on AVIDS district-wide

Data Services Department

From: Data Services Manager Shelby Hopkins

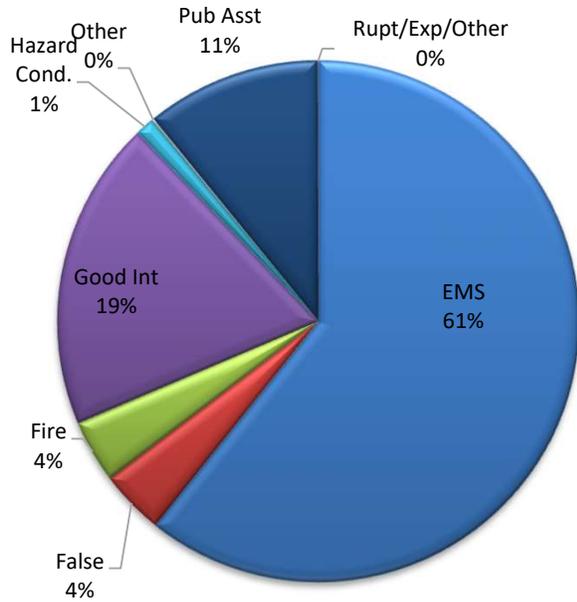
- Attended Oregon Munis User Group sessions
- Processed personnel moves in Munis, TeleStaff and Target Solutions
- Compiled Ambulance Service Performance report per county compliance
- Coordinated GIS projects with contractor
- Presented Data Services Overview to CFO Whitaker
- Attended UKG Kronos Conference
- Participated in TeleStaff discussion on new kelly day rotation setup and developed matrix
- Presented Munis at the Operations Meeting
- Worked with Kronos (TeleStaff) support to correct various technical glitches
- Worked with Munis support to correct various technical glitches
- Continued archiving project at Station 14
- Continued transitioning forms to JotForms for each department, as well as any new or urgent requests
- Processed preplan updates
- Responded to incident and archive public records requests

Respectfully submitted,

Chief Technology Officer Oscar Hicks

Clackamas Fire Dist. #1 Emergency Services Report

June 2021



Incident Type	Data
EMS	1509
False	99
Fire	97
Good Int	478
Hazard Cond.	29
Other	3
Pub Asst	269
Rupt/Exp/Weather	1
Grand Total	2485

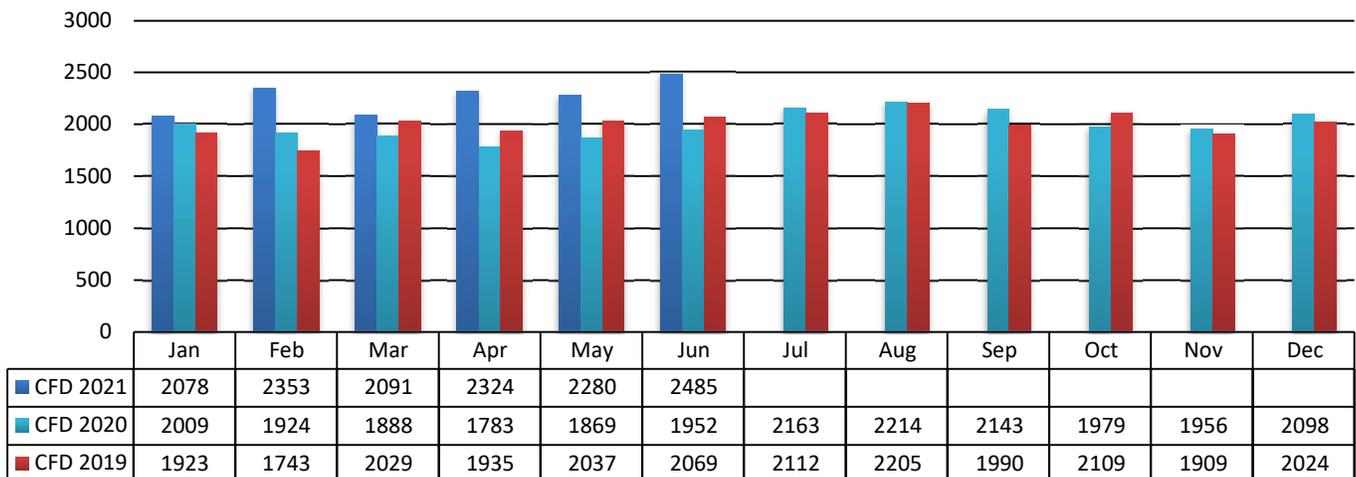
Year to Date

Incident Type	2019	2020	2021
EMS	8101	7417	8614
False	455	448	514
Fire	309	238	382
Good Int	1065	1656	2372
Hazard Cond.	556	151	355
Other	1	9	13
Pub Asst	1238	1504	1349
Rupt/Exp/Weather	11	2	12
Grand Total	11736	11425	13611

*Mutual Aid Given Incident Not Included

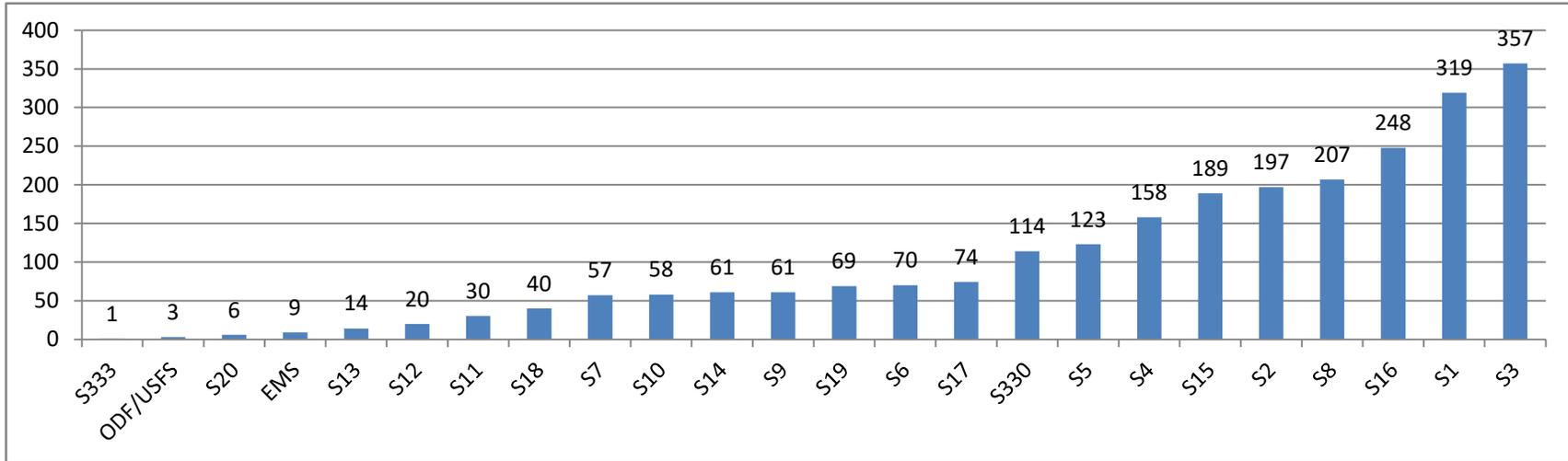
**Changes in Good Int and Hazard Cond. due to compliance with NFIRS requirements.

Total Incidents by Month

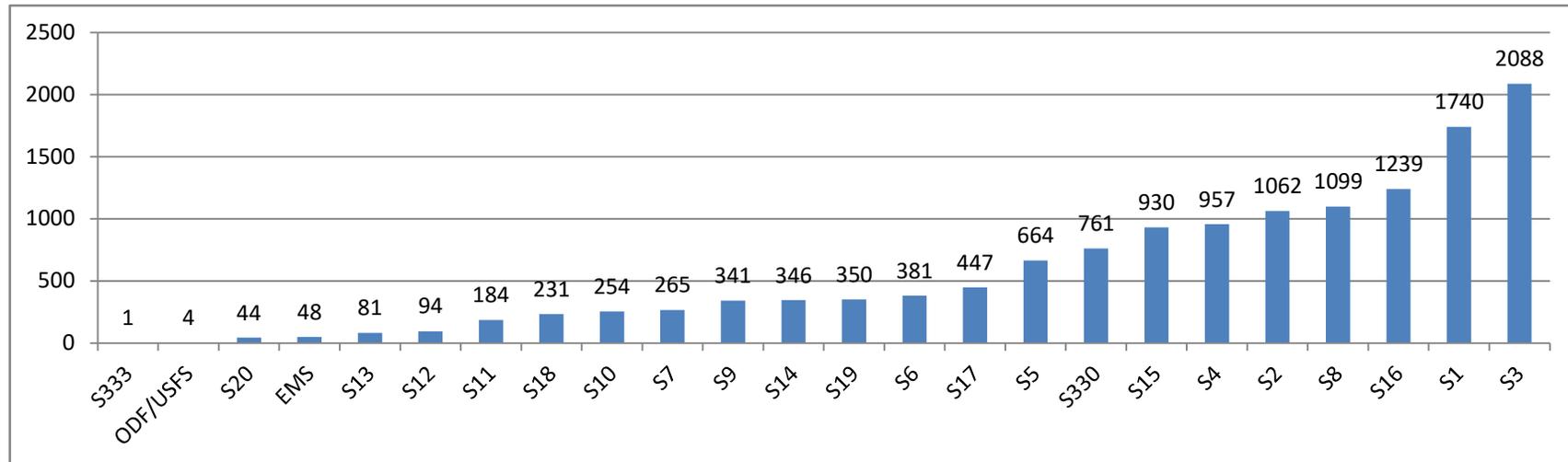


Incident Count by Planning Zone

June 2021



Year to Date

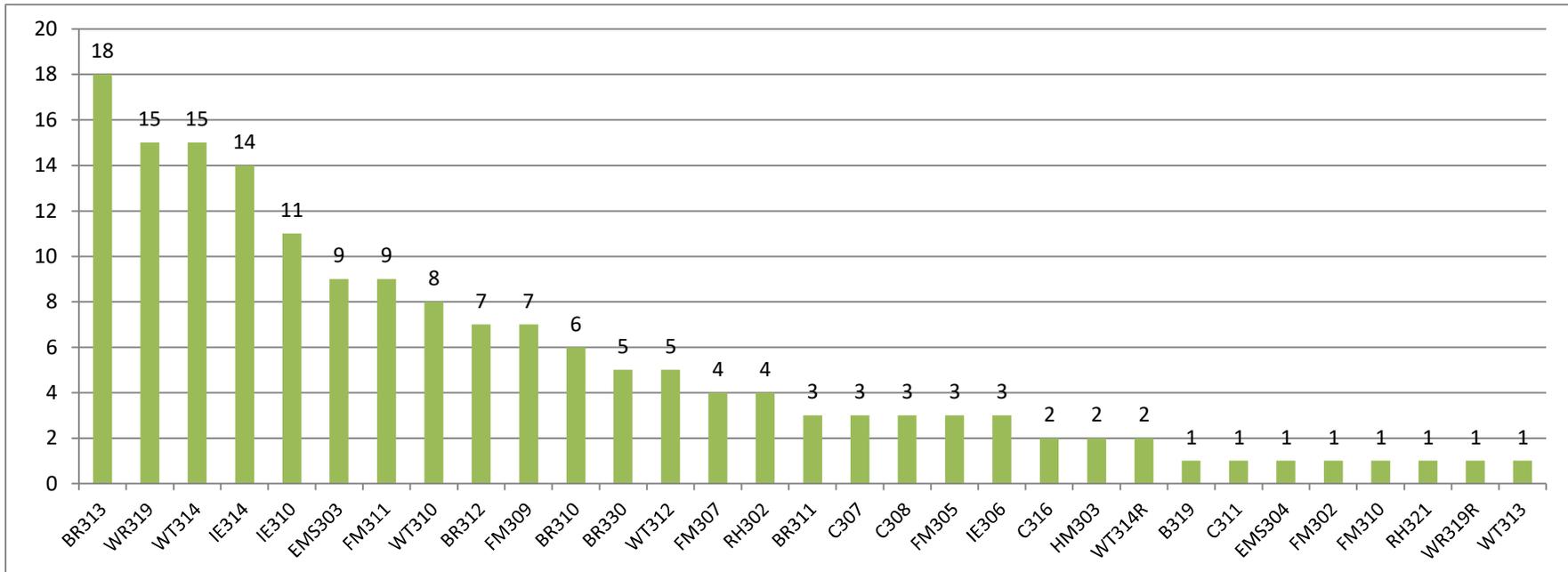
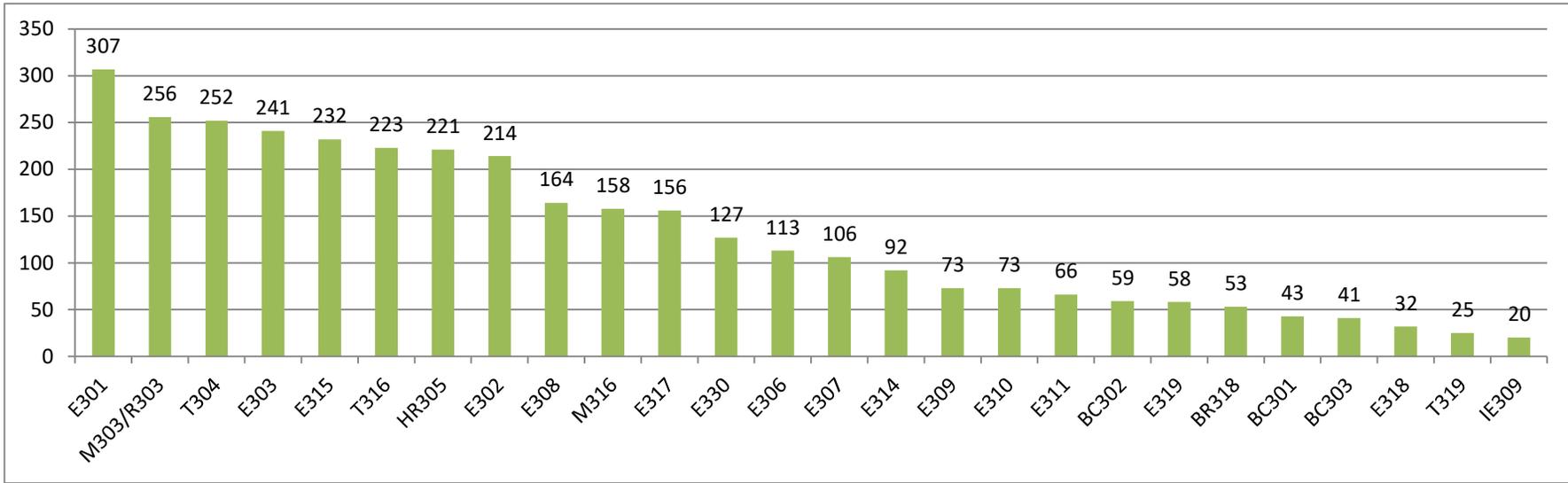


June 2021
Time Apparatus Committed
 (Dispatch to Clear)

Unit	Cleared Responses	Total Time Committed (hours)	% Time Committed
BC301	45	26.77	3.72%
BC302	62	30.38	4.22%
BC303	41	29.18	4.05%
E301	311	73.35	10.19%
E302	217	65.25	9.06%
E303	246	62.20	8.64%
E306	115	37.15	5.16%
E307	108	34.20	4.75%
E308	165	54.37	7.55%
E309	78	22.87	3.18%
E310	74	30.63	4.25%
E311	66	26.07	3.62%
E314	99	26.65	3.70%
E315	239	64.08	8.90%
E317	158	43.72	6.07%
E318	32	12.65	7.03%
E319	64	18.83	2.62%
E330	127	51.33	7.13%
HR305	231	53.37	7.41%
M303	157	86.18	11.97%
M316	159	105.65	29.35%
R303	102	36.23	5.03%
T304	258	64.35	8.94%
T316	246	67.20	9.33%
T319	27	8.77	1.22%



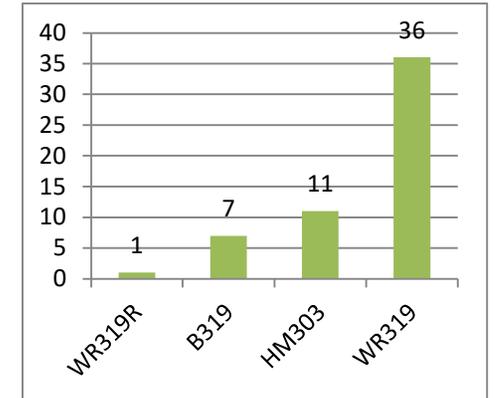
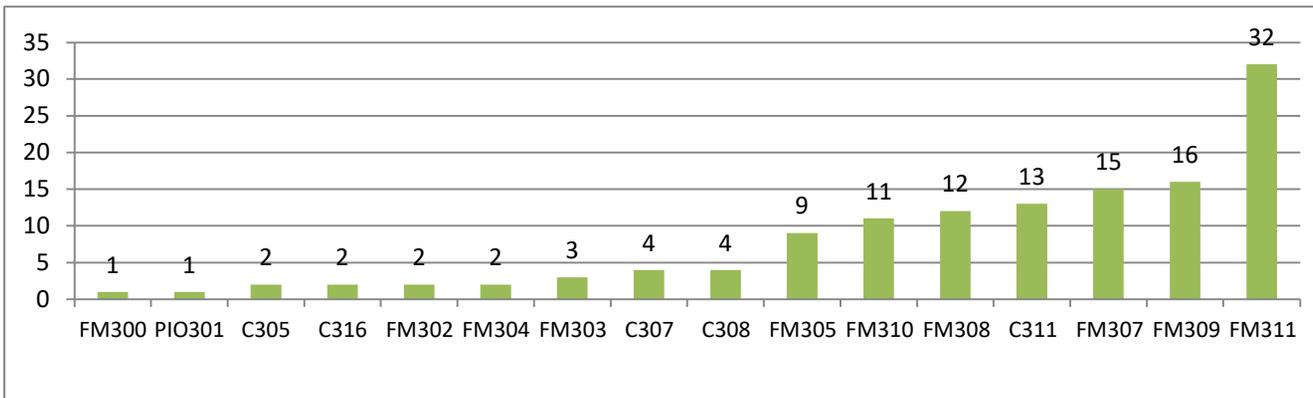
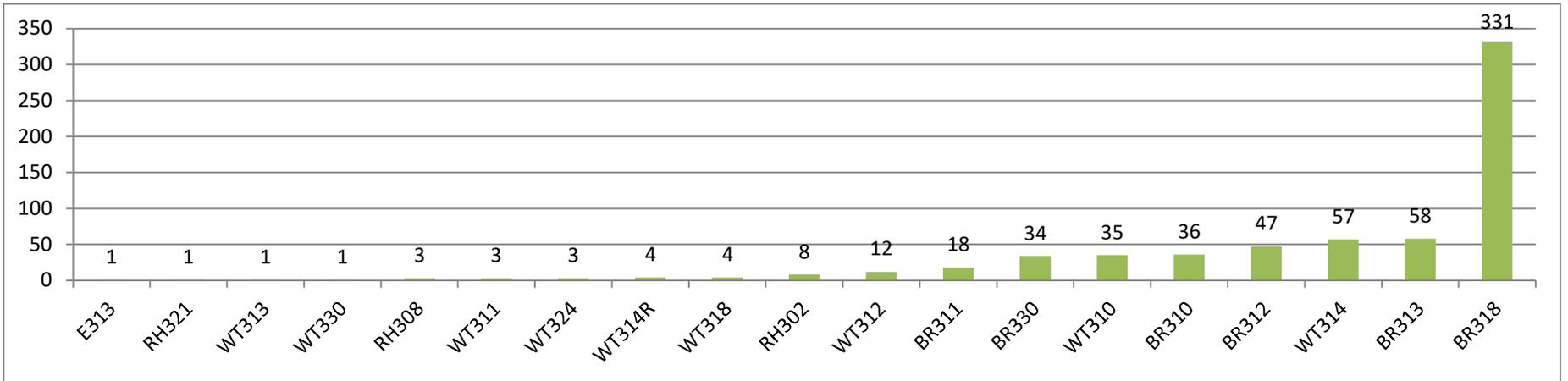
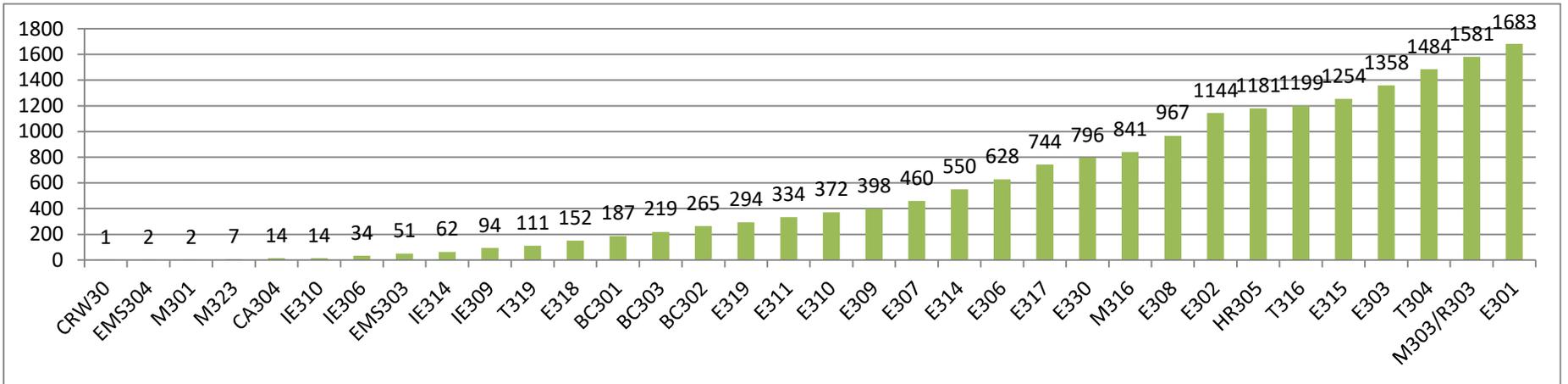
Incident Response by Apparatus
(Including Mutual Aid Given)
June 2021



Incident Response by Apparatus

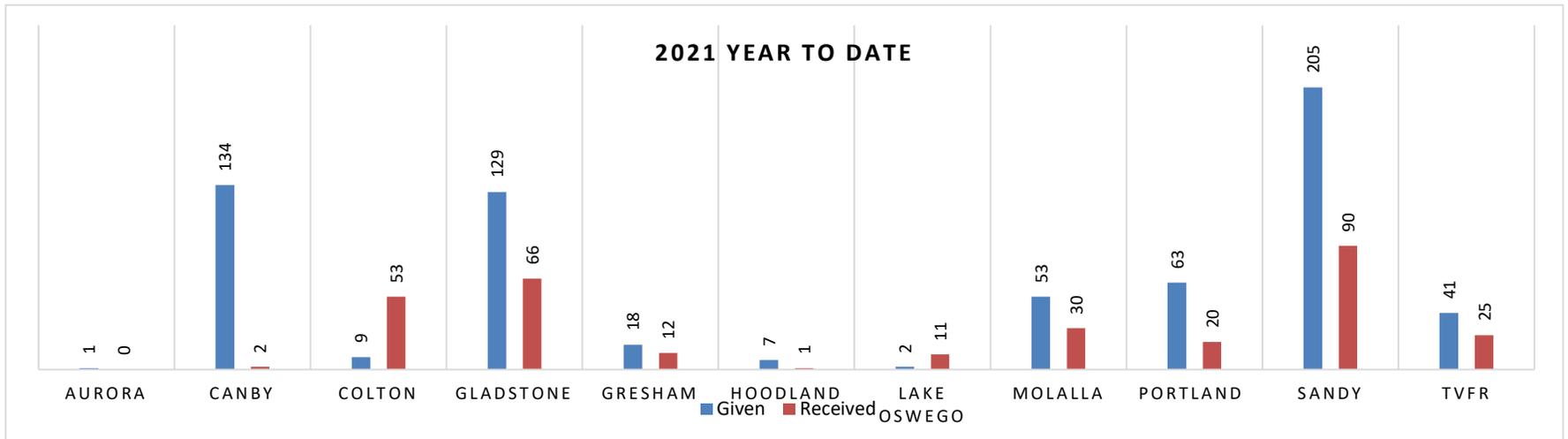
(Including Mutual Aid Given)

Year to Date 2021



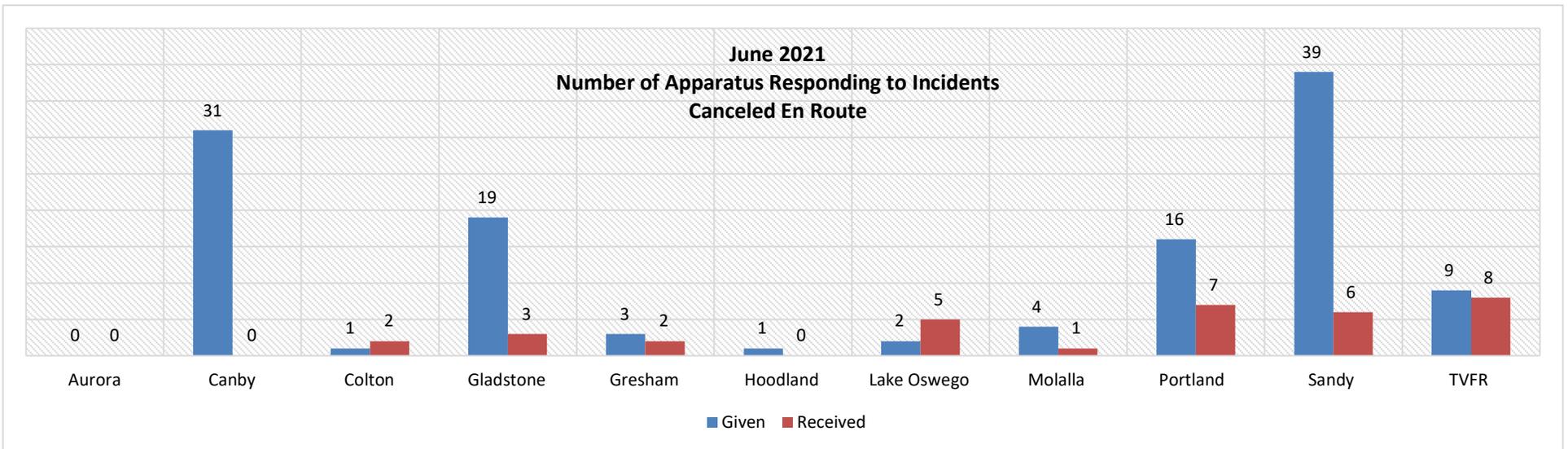
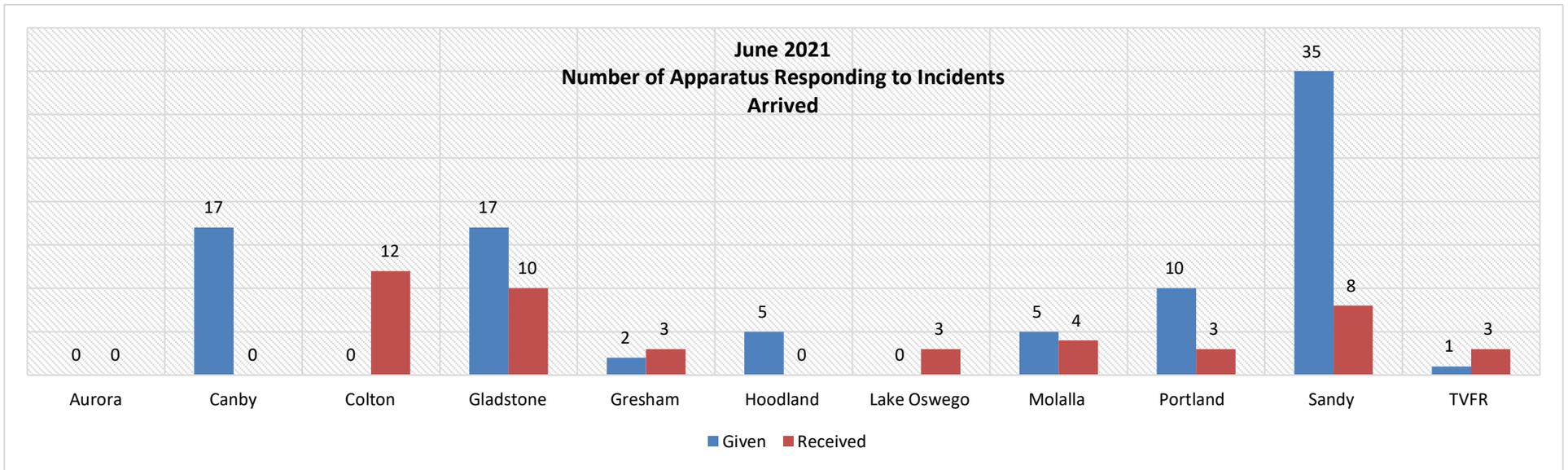
Mutual Aid Given to Mutual Aid Received by Agency by Incident

**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.*



Office of Financial Services

To: Chief Nick Browne and the Board of Directors

From: Chief Financial Officer Mark Whitaker

Re: Office of Financial Services Monthly Report – June 2021

Below are a few highlights of activities in Financial Services for June 2021:

- The Board of Directors approved the FY 2021-22 Adopted Budget on June 21st.
- Staff are converting the budget document from the Proposed phase to the Adopted phase for posting on the Fire District's website.
- Tax certification forms for FY 2021-22 were filed with the County Assessor ahead of the July 15th deadline.
- Finance staff have been focused on year-end activities, including participating in the annual year-end inventory count at Logistics on June 30th.
- The Fire District will continue to contract with Russell Ries from Jarrard, Seibert, Pollard, & Co. LLC for year-end audit services for FY 2020-21.
- Finance's goal is to provide estimates on the final budget results for FY 2020-21 as soon as possible.

Respectfully submitted,

Chief Financial Officer Mark Whitaker

FINANCIAL REPORT – Period ending June 30, 2021 (FY2020-21)

General Fund 10

As of June 30, 2021, Fiscal Year 2020-2021 is 100% complete. Please note that these numbers are not final. Staff will continue to review transactions and totals may change as we complete year-end closing.

Revenues: The General Fund has received \$57,155,996 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 \$1,008,394 at 100.8% of the budget before the costs of collection are netted out. GEMT revenue is \$510,042. Conflagration Reimbursement is \$1,977,696 to date. This fund has received \$157,880 in interest revenues to date. Additional revenues from contracts and other sources total another \$ 6,878,191.

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

Category:	% of Budget Used
Salaries & Benefits	100.7%
Materials & Services	89.5%
Capital Outlay	0%

Equipment Reserve Fund 20

Total expenditures in this fund equal \$148,546. This fund has received \$2,015 in interest and \$44,604 in surplus sales revenues to date.

Capital Projects Fund 30

Total expenditures in this fund equal \$2,172,359 through June 2021. This fund has received \$31,909 in interest revenues to date.

Enterprise Fund 40

There are no expenditures in this fund. This fund has received \$164 in interest revenue.

Debt Service Fund 50

Total expenditures in this fund equal \$2,122,950. This fund has received \$2,256,566 in property tax revenues this year, along with \$15,357 in interest earnings.

Bond Construction Fund 60

Total expenditures for bond project-related construction costs equal \$236,866 through June 2021. This fund has a transfer from Fund 30 of \$240,000.

Wildland Mitigation Fund 80

Total expenditures in this fund equal \$176,891 through June 2021. This fund has a total of revenue of \$194,810.

Investment Activity

Short-term Investment Portfolio

The table below indicates the balances of cash accounts as of June 30, 2021.

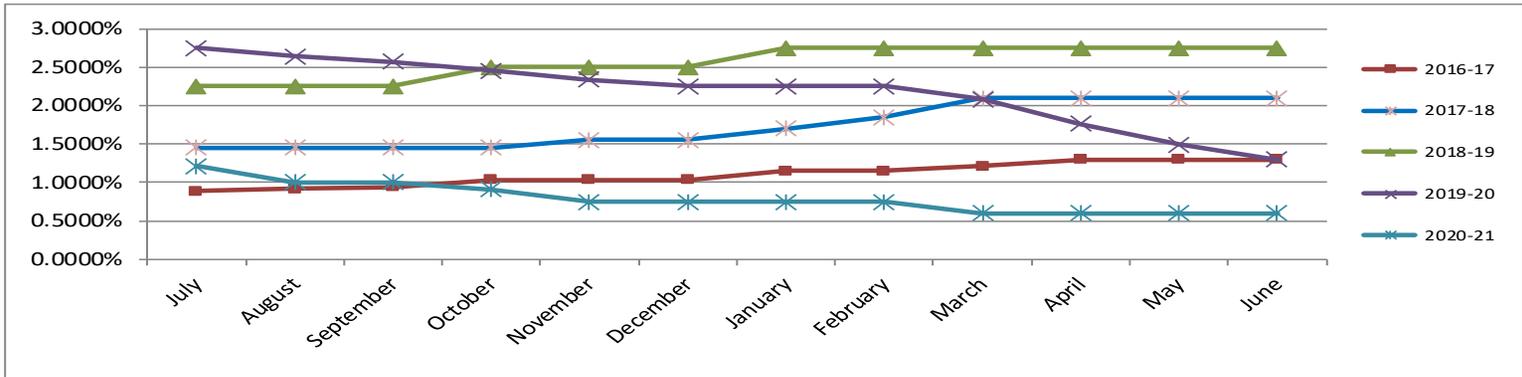
Short-term Investments as of June 30, 2021	
Local Government Investment Pool	\$24,248,133.35
Key Bank Checking	\$ 906,714.80
TOTAL:	\$ 25,154,848.15

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

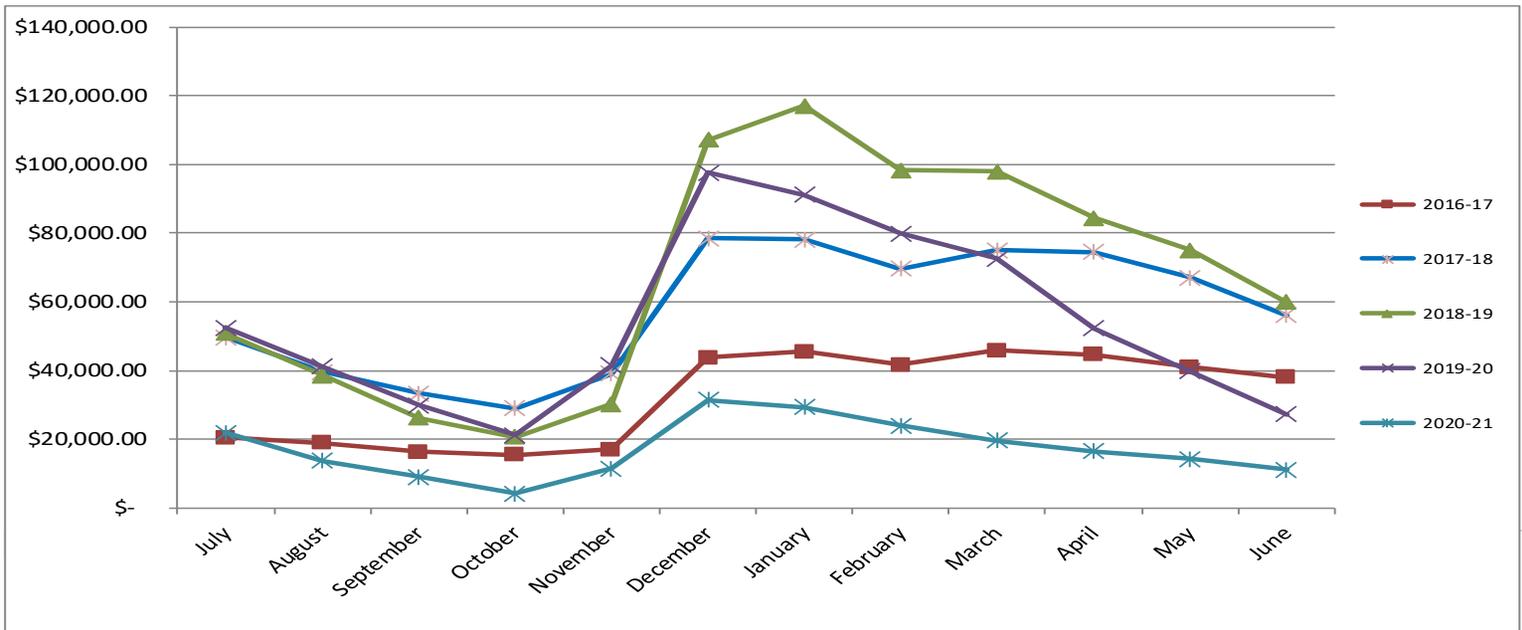
Clackamas Fire District No. 1			
LGIP Monthly Interest Rate Averages			Monthly Earnings LGIP
June	2020	1.300%	\$27,402.03
July	2020	1.210%	\$21,966.74
August	2020	1.000%	\$13,806.68
September	2020	1.000%	\$ 9,160.94
October	2020	0.910%	\$ 4,291.31
November	2020	0.750%	\$11,499.63
December	2020	0.750%	\$31,531.81
January	2021	0.750%	\$29,358.51
February	2021	0.750%	\$24,003.23
March	2021	0.600%	\$19,771.38
April	2021	0.600%	\$16,666.67
May	2021	0.600%	\$14,280.78
June	2021	0.600%	\$11,186.11

Clackamas Fire District #1
 LGIP Interest Rates and Revenue

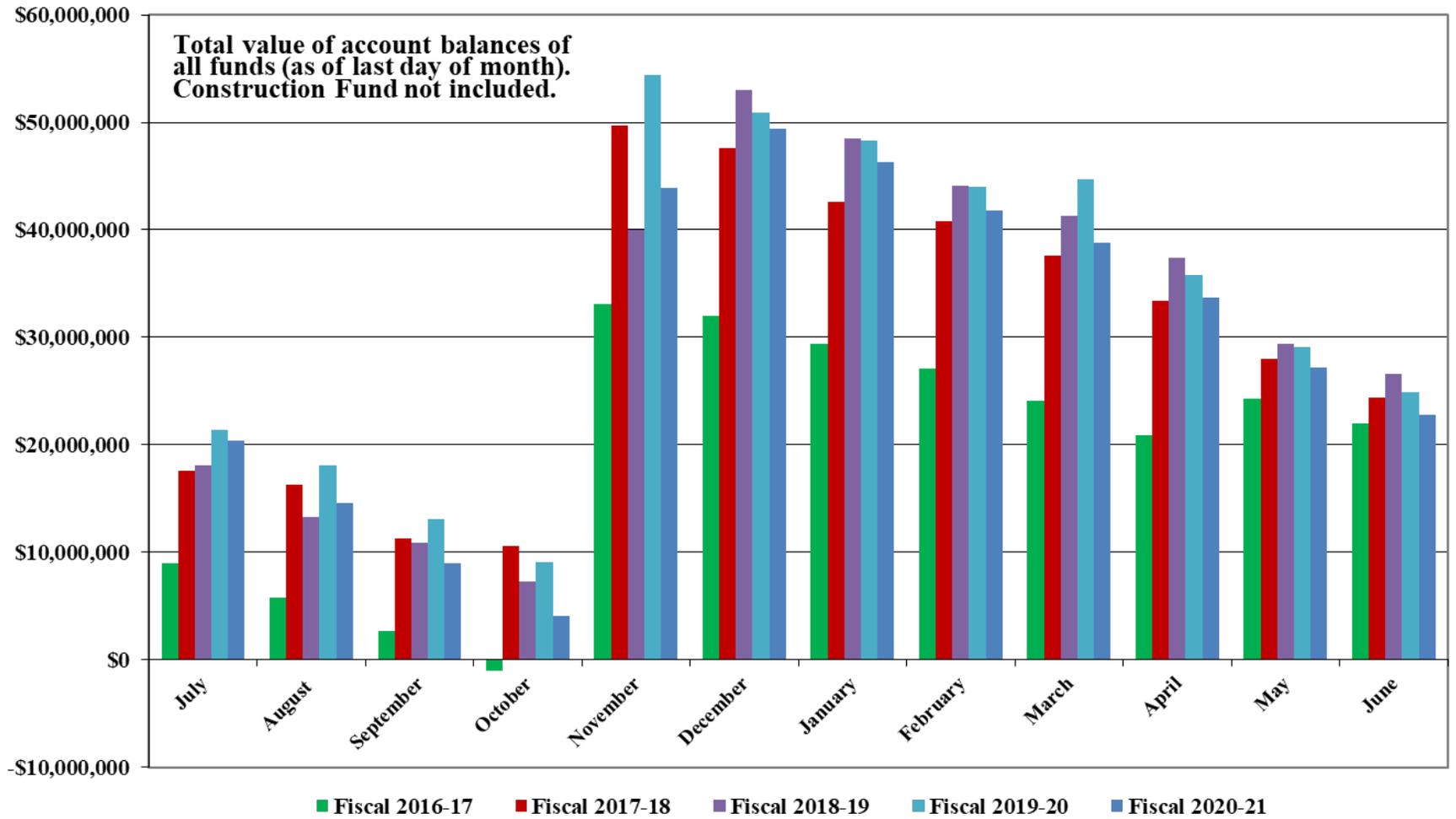
Interest Rates - Fiscal 2016-17 to Present



Interest Revenue - Fiscal 2016-17 to Present



Clackamas County Fire District #1 Account Balances by Month



YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-56,422,242.59	0.00	625,933.59	101.1%
4455 Prior Year Prop Taxes	-1,220,310.00	584,808.00	-635,502.00	-704,513.96	0.00	69,011.96	110.9%
4460 Other Taxes	-8,000.00	-30,000.00	-38,000.00	-29,239.46	0.00	-8,760.54	76.9%
TOTAL Tax Revenues	-57,024,619.00	554,808.00	-56,469,811.00	-57,155,996.01	0.00	686,185.01	101.2%
03 Interest							
4490 Investment Interest	-375,000.00	205,000.00	-170,000.00	-157,880.31	0.00	-12,119.69	92.9%
TOTAL Interest	-375,000.00	205,000.00	-170,000.00	-157,880.31	0.00	-12,119.69	92.9%
04 Other Revenues							
4500 Contract Revenue	-3,052,033.00	-178,791.00	-3,230,824.00	-3,226,679.08	0.00	-4,144.92	99.9%
4510 ASA Revenue	-135,000.00	0.00	-135,000.00	-134,899.74	0.00	-100.26	99.9%
4512 Medical Supply Reimb	-90,000.00	0.00	-90,000.00	-111,925.00	0.00	21,925.00	124.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

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	-341,514.48	0.00	87,317.48	134.4%
4538 Service Cost Recovery	-75,000.00	0.00	-75,000.00	-60,713.42	0.00	-14,286.58	81.0%
4539 Conflagration Reimbursement	0.00	-2,105,304.00	-2,105,304.00	-1,977,695.90	11,088.29	-138,696.39	93.4%
4541 Sale of Inventory/Services/Equip	0.00	-10,000.00	-10,000.00	-70,107.87	0.00	60,107.87	701.1%
4542 Sale of Goods/Services/Equip	0.00	0.00	0.00	496.29	0.00	-496.29	100.0%
4545 Other Post-Employ Bene Revenue	-600,000.00	0.00	-600,000.00	-626,801.66	0.00	26,801.66	104.5%
4560 Grant Revenue	-140,450.00	-1,016,330.00	-1,156,780.00	-863,822.70	0.00	-292,957.30	74.7%
4569 GEMT Revenue	-500,000.00	-10,043.00	-510,043.00	-510,041.86	0.00	-1.14	100.0%
4570 Transportation Response Revenue	-575,000.00	-425,000.00	-1,000,000.00	-1,008,393.77	0.00	8,393.77	100.8%
4571 Other Revenues	-432,999.95	-965,650.00	-1,398,649.95	-1,442,223.01	19.05	43,554.01	103.1%
TOTAL Other Revenues	-5,800,482.95	-4,765,315.00	-10,565,797.95	-10,374,322.20	11,107.34	-202,583.09	98.1%

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	192,090.88	0.00	8,784.12	95.6%
5502 Assistant Chief	0.00	0.00	0.00	24,326.48	0.00	-24,326.48	100.0%
5503 Deputy Chief	184,289.00	0.00	184,289.00	184,289.03	0.00	-0.03	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
5504 Division Chief	670,143.00	0.00	670,143.00	679,817.47	0.00	-9,674.47	101.4%	
5505 Battalion Chief	1,910,043.00	62,573.00	1,972,616.00	2,052,398.61	0.00	-79,782.61	104.0%	
5506 Exempt Staff Group	2,417,318.00	0.00	2,417,318.00	2,423,705.93	0.00	-6,387.93	100.3%	
5507 Fire Inspectors	549,160.00	0.00	549,160.00	539,374.47	0.00	9,785.53	98.2%	
5508 Deputy Fire Marshal Captain	240,460.00	-60,115.00	180,345.00	179,733.01	0.00	611.99	99.7%	
5509 Deputy Fire Marshall Lieutenant	220,606.00	0.00	220,606.00	219,526.81	0.00	1,079.19	99.5%	
5510 Captain	2,765,290.00	60,115.00	2,825,405.00	2,569,519.54	0.00	255,885.46	90.9%	
5512 Lieutenant	4,191,514.00	66,593.00	4,258,107.00	4,322,347.23	0.00	-64,240.23	101.5%	
5515 Apparatus Operator	5,901,785.00	0.00	5,901,785.00	6,249,749.96	0.00	-347,964.96	105.9%	
5520 Fire Fighter	7,744,329.00	0.00	7,744,329.00	7,464,470.94	0.00	279,858.06	96.4%	
5525 Paramedic	288,552.00	0.00	288,552.00	307,831.45	0.00	-19,279.45	106.7%	
5530 Non-exempt Staff Group	1,524,503.00	0.00	1,524,503.00	1,478,138.61	0.00	46,364.39	97.0%	
5535 Other Employee	77,154.00	0.00	77,154.00	76,767.86	0.00	386.14	99.5%	
5540 Temporary Labor	74,256.00	-18,235.00	56,021.00	66,540.05	0.00	-10,519.05	118.8%	
5545 Premium Pay	387,107.00	0.00	387,107.00	452,589.29	15,000.00	-80,482.29	120.8%	
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	13,932.78	0.00	7,994.26	63.5%	
5560 Operational Replacement	5,400,000.00	898,101.00	6,298,101.00	6,642,381.27	0.00	-344,280.27	105.5%	
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	412,334.59	0.00	93,268.43	81.6%	
TOTAL Salaries	35,455,768.42	1,693,959.64	37,149,728.06	37,583,447.88	15,000.00	-448,719.82	101.2%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	2,636,135.19	0.00	83,036.89	96.9%
6640 Tri-Met Taxes	212,940.00	323.30	213,263.30	230,580.62	0.00	-17,317.32	108.1%
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	8,236,142.08	0.00	31,958.44	99.6%
6670 Deferred Compensation	785,140.00	2,308.50	787,448.50	1,083,992.87	31,381.49	-327,925.86	141.6%
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	40,678.08	1,321.92	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	5,800,021.00	5,985,021.00	6,000,535.23	0.00	-15,514.23	100.3%
6690 Café Plan Benefits	3,951,450.00	-2,991,449.00	960,001.00	842,154.26	0.00	117,846.74	87.7%
6691 PEHP	348,800.00	0.00	348,800.00	352,807.35	2,500.00	-6,507.35	101.9%
6692 Other Post-Employ Benefits	630,565.00	0.00	630,565.00	562,022.95	0.00	68,542.05	89.1%
6693 Health Trust	308,860.00	385.50	309,245.50	298,166.76	0.00	11,078.74	96.4%
6701 Vehicle Allowance	26,448.08	0.00	26,448.08	26,632.15	0.00	-184.07	100.7%
6702 Tool Allowance	6,000.00	0.00	6,000.00	5,925.00	0.00	75.00	98.8%
6703 Cell/Tech Allowance	7,800.00	0.00	7,800.00	13,075.00	0.00	-5,275.00	167.6%
6705 Workers Compensation	685,608.00	2,560.00	688,168.00	632,327.15	0.00	55,840.85	91.9%
TOTAL Benefits	18,167,381.08	3,107,016.04	21,274,397.12	21,266,151.40	35,203.41	-26,957.69	100.1%

70 Materials and Service

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
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	210.69	218.81	-429.50	100.0%	
7010 Election Costs	50,000.00	0.00	50,000.00	18,451.67	18,186.44	13,361.89	73.3%	
7015 Meeting Expense	28,930.00	-750.00	28,180.00	10,715.50	0.00	17,464.50	38.0%	
7030 Civil Service Exam Expense	3,500.00	0.00	3,500.00	4,755.58	28.96	-1,284.54	136.7%	
7035 Bank Charges	15,000.00	0.00	15,000.00	13,755.90	2,598.64	-1,354.54	109.0%	
7040 Dues & Publications	39,613.00	-1,850.00	37,763.00	31,220.87	225.00	6,317.13	83.3%	
7045 Awards & Recognitions	39,450.00	-700.00	38,750.00	20,583.17	825.00	17,341.83	55.2%	
7055 Operating Supply	181,322.98	-288,237.00	-106,914.02	267,299.71	10,245.40	-384,459.13	-259.6%	
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	109,478.22	-16,293.78	12,920.23	87.8%	
7070 Rescue Supply	13,233.00	0.00	13,233.00	17,767.52	0.00	-4,534.52	134.3%	
7075 EMS Supply	282,037.00	149,604.00	431,641.00	386,065.07	-7,781.45	53,357.38	87.6%	
7078 Department Consumables	19,000.00	0.00	19,000.00	20,746.30	2,491.39	-4,237.69	122.3%	
7080 Fuel	273,914.30	0.00	273,914.30	205,989.57	46,475.80	21,448.93	92.2%	
7085 Uniform & Protective Eqpt	498,514.82	9,955.00	508,469.82	274,410.72	7,897.86	226,161.24	55.5%	
7090 Office Supplies	30,023.00	-1,072.00	28,951.00	13,671.47	19.64	15,259.89	47.3%	
7095 Software & Supplies	608,294.00	9,264.96	617,558.96	534,939.05	17,213.72	65,406.19	89.4%	
7105 Household Goods	71,135.87	-1,500.00	69,635.87	61,382.83	0.00	8,253.04	88.1%	
7110 Professional Services	737,549.00	-15,940.00	721,609.00	608,730.28	76,590.20	36,288.52	95.0%	
7115 Dispatch Services	1,851,223.00	0.00	1,851,223.00	1,711,716.82	29,392.28	110,113.90	94.1%	
7116 Utilities - Natural Gas	63,149.00	0.00	63,149.00	77,518.50	2,613.50	-16,983.00	126.9%	
7117 Utilities - Electric	172,593.00	0.00	172,593.00	202,699.60	0.00	-30,106.60	117.4%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	42,811.56	355.68	5,413.76	88.9%
7119 Utilities - Water	119,982.00	0.00	119,982.00	105,698.37	3,069.01	11,214.62	90.7%
7120 Utilities - Other	139,272.00	0.00	139,272.00	106,827.04	12,102.39	20,342.57	85.4%
7122 Utilities - Telephone	359,900.00	0.00	359,900.00	370,596.68	19,086.74	-29,783.42	108.3%
7130 Insurance - Property/Casualty	317,500.00	0.00	317,500.00	309,663.80	0.00	7,836.20	97.5%
7135 Medical Exams	171,534.00	-10,000.00	161,534.00	113,128.35	39,237.30	9,168.35	94.3%
7140 Schools/Conferences Registrati	89,454.00	-17,075.00	72,379.00	17,141.94	14,581.46	40,655.60	43.8%
7141 Tuition Reimbursement	57,000.00	0.00	57,000.00	43,825.07	0.00	13,174.93	76.9%
7142 Travel Expense	47,273.00	-15,683.00	31,590.00	3,884.16	0.00	27,705.84	12.3%
7145 Mileage Reimbursement	65,800.00	-500.00	65,300.00	41,334.69	0.00	23,965.31	63.3%
7150 Volunteer Fire Fighter Exp	40,000.00	1,300.00	41,300.00	31,300.00	10,000.00	0.00	100.0%
7155 Vehicle Maintenance	530,896.00	-95,000.00	435,896.00	381,396.50	42,194.87	12,304.63	97.2%
7160 Equipment Maintenance	140,753.00	8,223.36	148,976.36	107,050.88	41,910.41	15.07	100.0%
7165 Radio Maintenance	29,250.00	0.00	29,250.00	27,984.48	1,396.07	-130.55	100.4%
7170 Facility Maintenance	342,473.89	-500.00	341,973.89	266,028.36	39,035.30	36,910.23	89.2%
7175 Office Equipment Maintenance	93,190.00	0.00	93,190.00	34,044.28	38,528.40	20,617.32	77.9%
7180 Computer & AV Maintenance	46,710.00	44,081.00	90,791.00	96,098.86	60,078.52	-65,386.38	172.0%
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	5,939.35	0.00	-1,939.35	148.5%
7190 Training Expense	73,772.00	-27,140.00	46,632.00	38,132.34	-573.75	9,073.41	80.5%
7195 Public Education	65,000.00	14,000.00	79,000.00	36,268.54	3,319.00	39,412.46	50.1%
7205 Postage & Freight	28,500.00	0.00	28,500.00	28,463.66	395.19	-358.85	101.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	485.00	59,884.00	40,192.81	189.00	19,502.19	67.4%
7215 Other Expense	32,485.00	0.00	32,485.00	16,909.28	0.00	15,575.72	52.1%
TOTAL Materials and Servic	7,989,211.53	-179,200.68	7,810,010.85	6,989,592.54	515,853.00	304,565.31	96.1%
85 Debt Service							
9916 Debt Service Principal	1,285,000.00	0.00	1,285,000.00	1,285,000.00	0.00	0.00	100.0%
9917 Debt Service Interest	694,806.00	0.00	694,806.00	694,805.40	0.00	0.60	100.0%
TOTAL Debt Service	1,979,806.00	0.00	1,979,806.00	1,979,805.40	0.00	0.60	100.0%
90 Transfers Out							
9920 Transfer to Equip Reserve Fund	0.00	31,704.00	31,704.00	31,704.00	0.00	0.00	100.0%
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	31,704.00	0.00	27,400.00	53.6%
99 End Fund Balance							
9910 Contingency	1,539,572.00	-1,539,572.00	0.00	0.00	0.00	0.00	.0%
9915 Restricted Contingency	1,000,000.00	-1,000,000.00	0.00	0.00	0.00	0.00	.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	-2,539,572.00	17,520,560.00	0.00	0.00	17,520,560.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-200,497.30	577,163.75	-376,667.37	%
TOTAL REVENUES	-83,652,299.95	-2,141,307.00	-85,793,606.95	-68,051,198.52	11,107.34	-17,753,515.77	
TOTAL EXPENSES	83,652,299.03	2,141,307.00	85,793,606.03	67,850,701.22	566,056.41	17,376,848.40	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-2,015.20	0.00	-984.80	67.2%
TOTAL Interest	-3,000.00	0.00	-3,000.00	-2,015.20	0.00	-984.80	67.2%
04 Other Revenues							
4540 Sale of Surplus	-15,000.00	-15,000.00	-30,000.00	-44,604.14	0.00	14,604.14	148.7%
TOTAL Other Revenues	-15,000.00	-15,000.00	-30,000.00	-44,604.14	0.00	14,604.14	148.7%
05 Transfers In							
4610 Transfers from other Funds	0.00	-231,704.00	-231,704.00	-231,704.00	0.00	0.00	100.0%
TOTAL Transfers In	0.00	-231,704.00	-231,704.00	-231,704.00	0.00	0.00	100.0%
80 Capital Outlay							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	58,950.62	19,966.00	28,737.38	73.3%
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	84,400.74	20,000.00	8,263.26	92.7%
8870 Furniture, Appliances & Tools	55,615.00	15,000.00	70,615.00	5,195.00	44,153.74	21,266.26	69.9%
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	42,168.00	305,933.00	148,546.36	91,619.74	65,766.90	78.5%
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	-129,776.98	91,619.74	38,157.24	100.0%
TOTAL REVENUES	-416,436.00	-42,168.00	-458,604.00	-278,323.34	0.00	-180,280.66	
TOTAL EXPENSES	416,436.00	42,168.00	458,604.00	148,546.36	91,619.74	218,437.90	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-20,000.00	-28,000.00	-31,909.07	0.00	3,909.07	114.0%
TOTAL Interest	-8,000.00	-20,000.00	-28,000.00	-31,909.07	0.00	3,909.07	114.0%
70 Materials and Servic							
7020 Debt Interest Expense	265,272.00	0.00	265,272.00	255,793.27	0.00	9,478.73	96.4%
7025 Debt Principal Expense	241,317.00	0.00	241,317.00	250,794.95	0.00	-9,477.95	103.9%
TOTAL Materials and Servic	506,589.00	0.00	506,589.00	506,588.22	0.00	0.78	100.0%
80 Capital Outlay							
8805 Fire Apparatus	239,500.00	0.00	239,500.00	205,564.00	19,987.77	13,948.23	94.2%
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	184,432.00	4,099,051.00	657,206.91	8,984.00	3,432,860.09	16.3%
TOTAL Capital Outlay	4,169,119.00	184,432.00	4,353,551.00	862,770.91	43,971.77	3,446,808.32	20.8%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12

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	200,000.00	0.00	0.00	100.0%
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	803,000.00	0.00	0.00	100.0%
TOTAL Capital Projects Fund	0.00	0.00	0.00	2,140,450.06	43,971.77	-2,184,421.83	100.0%
TOTAL REVENUES	-5,278,708.00	-384,432.00	-5,663,140.00	-31,909.07	0.00	-5,631,230.93	
TOTAL EXPENSES	5,278,708.00	384,432.00	5,663,140.00	2,172,359.13	43,971.77	3,446,809.10	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-163.65	0.00	-36.35	81.8%
TOTAL Interest	-200.00	0.00	-200.00	-163.65	0.00	-36.35	81.8%
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 Service							
7055 Operating Supply	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	.0%
TOTAL Materials and Service	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 12							
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	-163.65	0.00	163.65	100.0%
TOTAL REVENUES	-16,900.00	-11,637.00	-28,537.00	-163.65	0.00	-28,373.35	
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 12							
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	-2,228,737.23	0.00	451,755.23	125.4%
4455 Prior Year Prop Taxes	-30,000.00	0.00	-30,000.00	-27,829.03	0.00	-2,170.97	92.8%
TOTAL Tax Revenues	-1,806,982.00	0.00	-1,806,982.00	-2,256,566.26	0.00	449,584.26	124.9%
03 Interest							
4490 Investment Interest	-2,500.00	0.00	-2,500.00	-15,356.72	0.00	12,856.72	614.3%
TOTAL Interest	-2,500.00	0.00	-2,500.00	-15,356.72	0.00	12,856.72	614.3%
70 Materials and Servic							
7020 Debt Interest Expense	902,950.00	0.00	902,950.00	952,950.00	0.00	-50,000.00	105.5%
7025 Debt Principal Expense	1,220,000.00	0.00	1,220,000.00	1,170,000.00	0.00	50,000.00	95.9%
TOTAL Materials and Servic	2,122,950.00	0.00	2,122,950.00	2,122,950.00	0.00	0.00	100.0%
99 End Fund Balance							

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-148,972.98	0.00	148,972.98	100.0%
TOTAL REVENUES	-2,251,937.00	46,643.00	-2,205,294.00	-2,271,922.98	0.00	66,628.98	
TOTAL EXPENSES	2,251,937.00	-46,643.00	2,205,294.00	2,122,950.00	0.00	82,344.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
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	-198.84	0.00	-1,801.16	9.9%	
TOTAL Interest							
-2,000.00	0.00	-2,000.00	-198.84	0.00	-1,801.16	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	34,203.00	0.00	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	236,866.13	0.00	32,533.87	87.9%	
TOTAL Bond Construction Fund							
0.00	0.00	0.00	-3,332.71	0.00	3,332.71	100.0%	
TOTAL REVENUES							
-242,000.00	-27,400.00	-269,400.00	-240,198.84	0.00	-29,201.16		
TOTAL EXPENSES							
242,000.00	27,400.00	269,400.00	236,866.13	0.00	32,533.87		

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
ACCOUNTS FOR: 80 Wildland Mitigation	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5541 Contract Labor	0.00	113,368.00	113,368.00	0.00	0.00	113,368.00	.0%
TOTAL UNDEFINED CHAR	0.00	113,368.00	113,368.00	0.00	0.00	113,368.00	.0%
04 Other Revenues							
4500 Contract Revenue	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	-194,810.30	0.00	-68,300.70	74.0%
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	-194,810.30	0.00	-261,220.70	42.7%
50 Salaries							
5521 Forestry Tech I	0.00	0.00	0.00	99,168.00	0.00	-99,168.00	100.0%
5522 Forestry Tech II	0.00	196,100.00	196,100.00	14,282.00	0.00	181,818.00	7.3%
5523 Forestry Supervisor	0.00	30,000.00	30,000.00	12,103.00	0.00	17,897.00	40.3%
5600 Overtime	0.00	0.00	0.00	9,682.50	0.00	-9,682.50	100.0%
TOTAL Salaries	0.00	226,100.00	226,100.00	135,235.50	0.00	90,864.50	59.8%
60 Benefits							
6620 SS/Medicare	0.00	32,259.00	32,259.00	10,345.42	0.00	21,913.58	32.1%
6640 Tri-Met Taxes	0.00	3,300.00	3,300.00	1,059.81	0.00	2,240.19	32.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12								
ACCOUNTS FOR: 80 Wildland Mitigation	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
6675 Unemployment	0.00	5,889.00	5,889.00	0.00	0.00	5,889.00	.0%	
6705 workers Compensation	0.00	16,655.00	16,655.00	85.77	0.00	16,569.23	.5%	
TOTAL Benefits	0.00	58,103.00	58,103.00	11,491.00	0.00	46,612.00	19.8%	
70 Materials and Service								
7055 Operating Supply	0.00	0.00	0.00	24,379.09	0.00	-24,379.09	100.0%	
7065 Fire Fighting Supply	0.00	1,000.00	1,000.00	300.15	0.00	699.85	30.0%	
7080 Fuel	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	.0%	
7085 Uniform & Protective Eqpt	0.00	0.00	0.00	184.24	0.00	-184.24	100.0%	
7090 Office Supplies	0.00	550.00	550.00	174.29	0.00	375.71	31.7%	
7095 Software & Supplies	0.00	2,715.00	2,715.00	191.93	516.04	2,007.03	26.1%	
7105 Household Goods	0.00	500.00	500.00	491.36	0.00	8.64	98.3%	
7110 Professional Services	0.00	1,750.00	1,750.00	210.80	0.00	1,539.20	12.0%	
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	1,740.00	1,015.00	1,720.00	61.6%	
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	2,092.45	360.86	3,546.69	40.9%	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12							
ACCOUNTS FOR: 80 Wildland Mitigation	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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	399.99	0.00	5,120.01	7.2%
TOTAL Materials and Servic	0.00	58,460.00	58,460.00	30,164.30	1,891.90	26,403.80	54.8%
TOTAL Wildland Mitigation	0.00	0.00	0.00	-17,919.50	1,891.90	16,027.60	100.0%
TOTAL REVENUES	0.00	-456,031.00	-456,031.00	-194,810.30	0.00	-261,220.70	
TOTAL EXPENSES	0.00	456,031.00	456,031.00	176,890.80	1,891.90	277,248.30	

YEAR-TO-DATE BUDGET REPORT

FOR 2021 12						
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	GRAND TOTAL					
-0.92	0.00	-0.92	1,639,786.94	714,647.16	-2,354,435.02	%

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

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

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

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.
 Print totals only: Y
 Print Full or Short description: F
 Print full GL account: N
 Format type: 1
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: 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: 2021/12
 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

Office of Emergency Services

To: Chief Nick Browne and the Board of Directors

From: Division Chief Josh Santos

Re: Medical Services Division Monthly Report – June 2021

- Conducted Medical Services Staff meetings x 4
- Attended Labor/management bargaining sessions: Due to being new to the Executive Team, I am there in a shadowing only capacity, and have no role in the negotiations.
- Lunch meeting with AMR Regional Director and Operations Manager: The Fire Chief and I met for formal introductions and relationship building. Discussed upcoming ambulance service agreement and our current medic unit subcontract.
- Attended COVID-19 tactics and planning meetings.
- Worked M316. This was a wonderful opportunity to regain perspective at the crew level, evaluate policies, procedures, and the equipment being used.
- GEMT Consultant Group Meeting: Outgoing Finance Director, incoming CFO and GEMT consultant group meet for introduction and transfer of responsibilities.
- Attended full day Operations Meeting for Battalion Chiefs.
- Attended monthly Board Meeting.
- Clackamas Fire completed the last mass covid vaccination clinic on June 18th and 19th. CFD will still assist with vaccinations, but in smaller, more focused efforts such as vulnerable populations.
- Medical Services Strategic Planning Session: TVFR EMS Division Chief and Clackamas Fire brainstormed long range plan for medical services delivery models with the objective of leveraging each other to gain momentum in initiatives, maximizing efficiency and effectiveness, and working on the County EMS plan.
- Law Liaison Meeting: Met with CCSO Chief group to discuss response challenges with law due to short staffing and political pressures on deputies.
- Attended transfer of command ceremony.

- Met with Legacy hospital group regarding hyperbaric chamber policy and procedure, ensuring CO poisoning treatment is available and efficient for pre-hospital providers.
- Served as District Coverage Officer for one week.
- EMS Kit Rollout: The EMS team began the implementation and deployment of the new standardized medical kits for Clackamas County. All agencies are switching to the standardized set of kits and inventory during the first week of July.

Respectfully submitted,

Division Chief Josh Santos

From: EMS Training Officer Captain Mike Verkest

- Standardized ALS EMS Kit rollout began
- Worked with AMR and Clackamas County EMS on a customer service inquiry
- Strategic Plan Taskforce Meeting
- Planning on FSE for Q4 continues for HazMat/MCI/Multi day
- Met with Dr. Turner on Peer Review/Internal QI Process
- Attended Portland Accelerator Meeting (AHA)
- PCG/GEMT Meetings
- CFD1/Sandy Volunteer Drill - Trauma and Life Flight Landing/Hot Load
- Completed EMS Organizational Meetings
- OHA EMS Personnel Relicensing Complete
- Volunteer EMS Drill – POLST and end of life Review
- Attended EMS Council Operations Subcommittee meeting
- Attended Clackamas County QI Meeting
- Attended EMS Committee meeting
- Attended Scientific review committee
- Attended EMS Division Meetings
- Attended weekly Training Division Staff meeting

Respectfully submitted,

EMS Training Officer Captain Mike Verkest

From: Community Paramedic Amy Jo Cook

- Attended CAHOOTS (crisis assistance helping out on the streets) preliminary meeting.
- Assisted three people with connection to substance abuse resources.
- Assisted four persons in crisis with additional resources.
- Performed 12 home visits for frequent users, crew referrals, and Project Hope.
- Facilitated and attended wrap around care meeting with crew referral high user, their PCP, DC Santos, and Captain Mullins of the responding station.
- Facilitated and lead two mass vaccination events for Clackamas County Public Health for second doses of both Pfizer and Moderna vaccines.
- Assisted crew referral high user with additional in-home supports.
- Attended multiple Clackamas Town Center vaccination event planning meetings.
- Attended regional bi-monthly Community Paramedic/Mobile Integrated Health meeting.
- Attended monthly Project Hope check-in meeting.
- Attended weekly Emergency Medical Services Division meetings.
- Administered COVID-19 vaccine to homebound/transportation challenged individuals.
- Attended Behavioral Health Unit Program meeting with Clackamas County.

Respectfully submitted,

Community Paramedic Amy Jo Cook

Office of Emergency Services

To: Chief Nick Browne and the Board of Directors

From: Division Chief Dan Mulick

Re: Operations Division Monthly Report – June 2021

- Weekly TVF&R Operations meeting
- Command and General Staff Meetings on all Mondays
- Finish check-ins with line Battalion Chiefs
- Check-in lunch with Gresham Fire's Training Chief
- Implementation of the Operational Safety Officer
- Local 1159 Bargaining Session
- Instructed three afternoons of Battalion Search Drills at Youngs Ln.
- Apparatus Operator Chief's Interview
- Met with OSFM and Crew 30
- HazMat Team Meeting with HM3 Program Manager
- Meeting with Chief Browne and Chief Davis over operational responses
- Hosted an in-person Operations Meeting on June 15th
- Demonstration at Clackamette Park. Meetings with PD at the ICP.
- Law Liaison meeting with CCSO
- Initiated Operational IAP for Extreme Heat Event
- Established Operational Goals, Objectives and Tasks

Respectfully submitted,

Division Chief Dan Mulick

From: Operations Assistant Battalion Chief Brent Olson

Significant Incidents:

- Marine Rescue II, Estacada Timber Park – 6/2
- June Extreme Heat event – 6/24-6/29
- Riverside Fire interior smoke reports with USFS – 6/28

Projects/ Events/ Training/ Meetings

- Metro Area Wildland School (MAWS) 6/4-6/5
- Continued work on Crew 30 with Clackamas Workforce, weekly meetings
- Continued coordination with Clackamas Community College, Wildland training
- Began Weekly rotation on OSFM Incident Management Team Green
- Monthly Safety Committee meeting
- Fire Defense Board Meeting
- Bull Run Fire, table top exercise with PF&R, Portland Water, USFS, CCC, SFD 6/8
- ODF contractors meeting at Station 14 on 6/9
- Happy Valley Wildfire Fuels assessment meeting 6/15
- REGIS committee meeting 6/16
- Coordination with ODF regarding Butte Creek Crew 30 project
- Work Capacity Test (Pack Test) administration 6/10, 6/14, 6/16, 6/21
- District Coverage officer 6/7-6/13
- Coordination with USFS regarding Crew 30 Olallie Lake project

Respectfully submitted,

Battalion Chief Brent Olson

From: Emergency Manager Gregg Ramirez

Meetings and Appearances

- Attended Local Emergency Planning Committee (LEPC) meeting
- Conducted evaluation of the Kaiser Sunnyside patient decon process
- Attended Disaster Resilience Conference

- Produced and distributed 72-hour resilience video for District employees
- Attended CERT C5 Leaders meeting
- Spoke at the Clackamas River Water Providers conference

Work on-going

- Cascadia Rising exercise planning
- 2021 Ice storm FEMA reimbursement

Respectfully submitted,

Emergency Manager Gregg Ramirez

North Battalion – A Shift
Battalion Chief Melanie Kinne

Significant Incidents

- Extreme heat event - worked a triple shift 28-30
- Courtney Rd Fire
- Eaden Rd Fire
- Lawnfield Fire
- Multiple misc. fires and marine rescue calls
- Natural gas leak near Scouters Mt

Projects/Events/Meetings/Training

- Strike Team Leader class S-330 (3 days)
- Operations BC meeting 6/15 (all day)
- Initiated grant for Women's fire camp through NVFFA
- Started working on tactical class to present at Women in Fire in Spokane in September

North Battalion – B Shift
Battalion Chief Kyle Olson

Significant Incidents

- June 30- Commercial Fire at Caldera Springs Apartments on SE Lawnfield. D1 units dispatched to an apartment fire on the 3rd floor of a large apartment building. BC302 assigned to Incident Safety Officer. Crews arrived, searched, ventilated, extinguished the fire in under 11 min. All six apartments searched quickly, hose lines pulled up three floors, confined the fire to one apartment. No injuries on scene to crews or citizens.

Projects/Events/Meetings/Training

- BC Cab Resources Project
- BC Truck / PLL / Inventory Project
- US&R Team Program Management
- BC302 assisted/participated in the Search Drills at Youngs Lane

North Battalion – C Shift
Battalion Chief Jason Ellison

Significant Incidents

- House Fire with Portland Fire on 52nd Ave. BC 302 was assigned Safety.
- House Fire on Blanton St. BC302 was command
- Water Rescue on the Clackamas River. BC 302 had command
- Child drowning. BC 302 drove Medic 303 to OHSU.
- Child birth - BC 302 was first to arrive and helped coach the mother. Medic 303 delivered her baby.

Projects/Events/Meetings/Training

- Met with probationary lieutenants
- Conducted probationary fire fighter testing
- Conducted probationary AO testing
- Participated in multiple search company drills as the IC and instructor

- Local 1159 negotiations
- Operations meeting

East Battalion – A Shift
Battalion Chief Greg Holland

Significant Incidents

- Dump truck rollover on Bull Run bridge. OARS, CCSO, ODOT, OSHA, OSP, Gresham C7, Gresham hazmat 3, Portland Water Bureau, CC Bridgmaster involved.
- Assisted Hoodland Fire with residential fire on 6/17
- Assisted Hoodland Fire with residential fire on 6/29

Projects/Events/Meetings/Training

- Bull Run Watershed Tour and Preplan
- Station 7 Audit completed
- Worked with CFD Station 330 personnel on transition back to EFD
- Attended search drill multiple times

East Battalion – B Shift
Battalion Chief David Palmer

Significant Incidents

- A couple small brush fires and two water rescues. Neither were major incidents.

Projects/Events/Meetings/Training

- Worked during extreme heat event
- Hazmat meetings with Gresham
- Crew monthly search training
- Operations meeting
- Worked with fellow BC301's to create Estacada interim response IAP
- Visited all crews
- Various Teams, Zoom, and Breakout meetings

East Battalion – C Shift
Battalion Chief Tony Cordie

No report submitted.

South Battalion – A Shift
Battalion Chief Burke Slater

Significant Incidents

- 6/28/21 - SE Courtney Ave. 2-Alarm fire in a triplex, mutual aid received from Portland Fire, Gladstone Fire, and TVF&R on the hottest day so far this year. No injuries or fatalities.
- 6/28/21 - Wildland fire on S. New Kirchner Rd, six units committed for about two hours. ODF was notified and will follow up.
- 6/29/21 - Basement fire in Happy Valley, occupants displaced. No injuries, Crews extinguished the fire quickly.

Projects/Events/Meetings/Training

- Working on AO final module testing with Training staff.
- Conflag deployment call downs, and training BC's in the process

South Battalion – B Shift
Battalion Chief Jonathan Scheirman

Significant Incidents

- MVA with vehicle on fire on Carus Rd., Beavercreek
- Shop Fire on S Brockway Rd., Beavercreek
- Brush Fire on S Holcomb Rd., Oregon City
- Brush Fire on Buffalo Way, Oregon City
- Commercial Fire on Main St., Oregon City

Projects/Events/Meetings/Training

- Attended battalion search drill
- In-house wildland deployment drill
- Record hot weather event
- Deployed to the Wrentham Market Fire in Wasco County

South Battalion – C Shift
Battalion Chief Ted Willard

Significant Incidents

- June 1: Medical call with T316 on Maplelane Rd.
- June 20: Water rescue in Estacada
- June 21: Near drowning on Lusted Rd.
- June 25: House fire in Canby
- June 28: 2-alarm fire in Oak Grove,
- June 28: Fatal MVA on 212
- June 28: Motorcycle crash on Bell Ave.
- June 30: Fatal MVA on 172nd.
- June 30: Apartment fire on Lawnfield Rd.
- June 30: House fire on Eaden Rd.

Projects/Events/Meetings/Training

- Various Operations meetings

Office of Emergency Services

To: Chief Nick Browne and the Board of Directors

From: Training Battalion Chief Steve Deters

Re: Training Department Monthly Report – June 2021

Projects/Events/Meetings/Training – BC Deters

- Daily Battalion Chief Briefings
- Daily Training Team Briefing
- Weekly Training Division Planning meeting
- Weekly Division Leader meeting
- Weekly Executive Team meeting
- Estacada Board of Directors meeting
- Facilitated Clackamas Fire's departure from Estacada
- Assisted EFD on regaining their District
- Volunteer Association meeting
- Updated Volunteer Duty Shift Calendar
- Logged Volunteer trade shifts

Projects/Events/Meetings/Training – TO Sakaguchi

- Met with Horst to go over AVIDS set ups and updates
- Target Solutions review – Officer probations and AO credential
- Target Solutions meeting with PS Demeter and Vancouver Div. Chief Milano and Kays
- Target Solutions meeting with PS Demeter and PFB Training Chief Etten
- Pass down discussion with TO Walker and Lt. Lynn
- Assisted with volunteer drill
- Task book sign offs and review
- Talked with AO mentors about evals and mentor sessions being added to the calendar
- Check ins with Walker, Fullerton and McMurdie
- Drafted Clackamas/Sandy Volunteer letter
- Collaborated on MAWS class
- Collaborated on Training Advisory
- Discussed Sabin-Schellenberg fire class with Chief Gehrke
- Warehouse clean-up

Projects/Events/Meetings/Training – TO Walker

- Assisted with drills
- Pass-off discussion with Lt. Lynn

- Check-ins with ATO Fullerton
- Volunteer drill prep and research
- Sorting uniform return items
- Retired on 6/17

Projects/Events/Meetings/Training – ATO Fullerton

- Develop and deliver June drill for Clackamas and Sandy Volunteers
- Develop and deliver June Battalion drill for career staff
- Logistics for June Battalion drill for career staff
- June volunteer drill development, logistic and instruction
- 2021 Volunteer Academy syllabus drafting
- Hose Cadre development with Capt. Dunne
- Prep for Probationary testing
- FTEP discussions with Capt. Verkest
- Warehouse cleanup

Projects/Events/Meetings/Training – ATO McMurdie

- Developing and scheduling Q3 drill
- Staples
- Simsushare simulation familiarity
- Assisted with Search drill at Youngs Ln.
- Assisted with AO probation testing
- Learned how to host a Zoom meeting/webinar
- Met with Chief McKinnon regarding SFD area familiarization and target hazard identification for training
- Simulations building and testing
- Warehouse cleanup

Respectfully submitted,

Training Battalion Chief Steve Deters



Office of Emergency Services

To: Chief Nick Browne and the Board of Directors

From: Volunteer Service Battalion Chief Steve Deters

Re: Volunteer Services Department Monthly Report – June 2021

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

Fire Training:

- 6/02/2021 Window Search & Radio
- 6/09/2021 Car Fire Evolutions
- 6/23/2021 Search Scenarios
- 6/30/2021 Search Scenarios - acquired structure

EMS Training

- 6/16/2021 Trauma with LifeFlight

Support Drill

- 6/30/2021 Station 21 & RH 321

In June the Volunteer group participated in the following Events/Meeting:

None Reported

Explorers:

No Activities Reported

Public- Relations:

None Reported

Station Coverage:

The following is a breakdown per station that has a Duty Shift for June:

Stn. 12	15/30	(1 24-hour shift)
Stn. 13	19/30	(1 24-hour shifts)
Stn. 18	28/30	(4 24-hour shifts)
Stn. 21	16/30	
RH/WT	18/30	

Volunteer Association:

6/07/2021	Volunteer Association Meeting via Zoom Meeting
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Volunteer Recruitment:

6/07 to 6/11/2021	Wellness and Logistics
6/21 to 7/6/2021	Setting up Physicals & Psychological Exams

Respectfully submitted,

Volunteer Services Battalion Chief Steve Deters

CORRESPONDENCE

There was no correspondence for the month of June.

INFORMATIONAL ITEMS

- I – 1 FlashAlert June 23, 2021: “Clackamas Fire Enacts High Fire Danger Burn Ban”
- I – 2 FlashAlert June 24, 2021: “Transfer of Command Ceremony for New Clackamas Fire Chief Nick Browne (Photo)”
- I – 3 FlashAlert June 29, 2021: “Clackamas Fire and the Clackamas County Fire Defense Board Urges People Not to Use Fireworks”
- I – 4 FlashAlert June 30, 2021: “Clackamas Fire Responds to Commercial Fire”

KATU News June 16, 2021: “Clackamas County closes backyard burn season until fall”
<https://katu.com/news/local/clackamas-county-closes-backyard-burn-season-until-fall>

FOX 12 News June 24, 2021: “Federal grant will fund new 20-person wildland fire crew for Clackamas Fire” <https://www.kptv.com/news/federal-grant-will-fund-new-20-person-wildland-fire-crew-for-clackamas-fire/>

KATU News June 28, 2021: “Oak Grove triplex fire spreads to other buildings, puppy rescued” <https://www.katu.com/news/local/oak-grove-triplex-fire-spreads-to-other-buildings-puppy-rescued>

Portland Tribune July 8, 2021: “Oak Grove family recounts harrowing escape from propane fire” <https://pamplinmedia.com/pt/9-news/514868-411401-oak-grove-family-recounts-harrowing-escape-from-propane-fire>

KATU News July 12, 2021: “Firefighter deployments have little impact on local staffing, except volunteer departments” <https://www.katu.com/news/wildfire-season/firefighter-deployments-have-little-impact-on-local-staffing-except-volunteer-departments>

CLACKAMAS FIRE ENACTS HIGH FIRE DANGER BURN BAN

News Release from **Clackamas Fire Dist. #1**

Posted on FlashAlert: June 23rd, 2021 8:23 AM

Downloadable file: [Clackamas Fire Boundaries Burn Ban](#)

Beginning Wednesday, June 23 at 8:00 a.m., Clackamas Fire enacted a High Fire Danger Burn Ban, due to high temperatures and low humidity. This is critical fire weather and will be in effect through Thursday, July 1. Burning restrictions are authorized under Oregon Revised Statute 478.960 and Oregon Fire Code Section 307.

The burn ban prohibits all the following:

- Backyard or open burning (yard debris, branches, etc.).
- Agricultural burning (agricultural wastes, crops, etc.).
- Any other land clearing, slash, stump, waste, debris, or controlled burning.

The burn ban does not prohibit:

- Small outdoor cooking, warming, or recreational fires. These include portable or permanent fire pits and campfires, with a maximum of three feet in diameter and two feet in height, burning only dry, cut firewood.
- Barbeque grills and smokers with briquettes, wood chips, pellets, or propane.

There may be more restrictive open burning rules within an Oregon Department of Forestry boundary. ODF restrictions may include prohibitions on campfires, smoking, target shooting, powered equipment, motorized vehicles, and other public or private landowner and industrial fire restrictions. More information about ODF fire restrictions are available at: www.oregon.gov/ODF/Fire/Pages/Restrictions.aspx.

Outdoor fires in violation of this burn ban may be immediately extinguished and the person responsible may be liable for all costs incurred, per ORS 478.965.

Clackamas Fire encourages the public to exercise extreme caution when outdoors to help prevent the sparks that cause wildfires. Big or small, the prevention of wildfires is everyone's responsibility.

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TRANSFER OF COMMAND CEREMONY FOR NEW CLACKAMAS FIRE CHIEF NICK BROWNE (PHOTO)

News Release from **Clackamas Fire Dist. #1**

Posted on FlashAlert: June 24th, 2021 12:28 PM

Downloadable file: [New Fire Chief Nick Browne](#)

CLACKAMAS, ORE – Clackamas Fire, one of Oregon’s largest fire and emergency services providers, will swear in a new fire chief. Chief Nick Browne will take the oath of Fire Chief at an outdoor Transfer of Command Ceremony at the fire district’s training grounds on Friday, June 25 at 11:00 a.m. Browne succeeds Fred Charlton, who retired on April 30 after serving nine years as fire chief.

After an extensive internal process, the Clackamas Fire Board of Directors selected Browne to lead the organization as the next fire chief, who began his leadership role on May 1. Browne began his fire service career as a volunteer firefighter with Asotin County Fire District #1 in Washington in 2002 before becoming a career firefighter with the City of Lewiston Fire Department in Idaho in 2003. Browne was hired with Clackamas Fire as a firefighter in 2008 and rose through the ranks, serving as a lieutenant, captain, battalion chief, and division chief.

Chief Browne holds several professional certifications, along with a Bachelor of Science in Fire Service Technology, and a Master of Business Management and Leadership. “I am humbled to have been selected as the next Fire Chief to lead our organization and provide the highest level of emergency service to our community. Clackamas Fire District #1 has incredible people, that work hard every day to meet the mission and it is an honor to serve with them,” says Chief Browne.

The media is invited to attend the swearing-in of Chief Browne at the Clackamas Fire Training Center Facility, 15990 SE 130th Ave., Clackamas, 97015. Immediately following the ceremony there will be an opportunity for the media to ask questions. Due to COVID-19, attendance will be limited with the ceremony closed to the public.

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CLACKAMAS FIRE AND THE CLACKAMAS COUNTY FIRE DEFENSE BOARD URGES PEOPLE NOT TO USE FIREWORKS

News Release from **Clackamas Fire Dist. #1**

Posted on FlashAlert: June 29th, 2021 2:21 PM

Downloadable file: [Clackamas Fire Statement on Fireworks Prohibitions](#)

With record breaking weather and drought conditions in 2021, Clackamas Fire and the Clackamas County Fire Defense Board Chief's are urging people to not use fireworks this year. During this time of prolonged heat and dry conditions, overlapping the Fourth of July Holiday the risk of a hostile fire to occur is significant. Please consider celebrating the holiday by attending a professional show or in other ways that do not include the use of fireworks.

Clackamas Fire often receives inquiries about the sale and use of fireworks each Fourth of July. The laws related to fireworks in Oregon can be complex. Below are answers to commonly asked questions.

Can Clackamas Fire ban the use of Oregon Legal fireworks? No. As a rural fire protection district, Clackamas Fire does not have the legal authority to ban the use of retail fireworks. ORS 480.160(4)(c) specifically prohibits a fire district from banning the use of Oregon legal fireworks.

Can other governments ban the use of retail fireworks? City governments have the authority to ban the use of fireworks under broad "home rule" authority and state of emergency powers. The cities of Ashland and Eugene have ordinances prohibiting use of fireworks in some or all of their city. Other cities enacted temporary emergency rules after the September 2020 wildfires that included broad prohibitions on activities that produced sparks or flames, including fireworks.

Can Clackamas Fire ban professional fireworks displays? Yes, but only if a proposed firework display is found to pose a fire danger to the public per ORS 480.140. Clackamas Fire reviews each display application to ensure it meets fire safety requirements, it also must be approved by the applicable police or sheriff's office, and then it is reviewed by the State Fire Marshal before approval. We encourage the public to leave fireworks to the "professionals", and we work with display operators to ensure fireworks displays can safely be performed.

Is use of retail fireworks prohibited during a Clackamas Fire High-Fire Hazard Burn Ban? Unfortunately, no. The scope of burn season regulations under ORS 478.960 is strictly related to open burning of yard debris, domestic wastes, field burning and related open burning of materials. It does not include authority to ban the use of fireworks.

Who enforces laws related to use of illegal fireworks in Oregon? Law enforcement agencies enforce criminal laws related to the use of illegal fireworks in Oregon. Depending on the nature of the crime, a wide variety of criminal charges may be cited ranging from reckless burning, criminal mischief, reckless endangerment and more with fines up to \$2500 per violation. People can also be held civilly liable for damage caused by improper use of any fireworks -legal or illegal.

This is normally the busiest time of year for emergency responders and dispatchers without record temperatures, and the heat has proven difficult for the most vulnerable in our communities. Only call 911 to report emergencies. Preventing fires requires collective effort and goes beyond fireworks.

To properly dispose of briquettes and smoking materials:

- Always discard used briquettes and warm ashes in a metal can far away from combustibles, to include the deck or house. Used briquettes and ashes can stay hot for several days.
- Never discard cigarettes out a car window or into landscaping.
- If you're using an ashtray or metal container, make sure it's filled partially filled with sand or water to extinguish cigarettes and other smoking materials.

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CLACKAMAS FIRE RESPONDS TO COMMERCIAL FIRE

News Release from **Clackamas Fire Dist. #1**

Posted on FlashAlert: June 30th, 2021 6:09 PM

Downloadable file: [Lawnfield - 3.jpg](#)

Downloadable file: [Lawnfield - 2.jpg](#)

Downloadable file: [Lawnfield - 5.jpg](#)

Downloadable file: [Lawnfield - 1.jpg](#)

Downloadable file: [Lawnfield - 4.jpg](#)

Just before 4:00pm this evening, Clackamas Fire crews were dispatched to a commercial fire on SE Lawnfield Rd.

Upon arrival, crews reported heavy black smoke and flames coming from an upstairs apartment and threatening the surrounding units. The crews quickly went to work to extinguish and bring the fire under control within 15 minutes upon their arrival. Firefighters were able to rescue a dog and a snake from the apartments.

No injuries were reported but sadly, one person is displaced.

Fire investigators remain on scene to determine the cause of the fire.

Clackamas Fire would like to remind everyone to have working smoke alarms inside each bedroom and outside each sleeping area and to test them monthly

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