



Clackamas Fire District
Board Meeting
Briefing Packet

March 20, 2023



Here for you

**Board of Directors' Meeting
March 20, 2023
Meeting Location: Hybrid: Station 5/Remote Video Conferencing
5:00 pm**

AGENDA

REGULAR SESSION

- I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting is being recorded.**
- II. PLEDGE OF ALLEGIANCE**
- III. CHANGES TO AGENDA**
- IV. APPROVAL OF MINUTES OF THE FEBRUARY 27, 2023 REGULAR BOARD MEETING (Packet pg. 3)**
- V. PUBLIC COMMENT** *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*
- VI. BUSINESS – Action required**
 - B-1 Request Board Approval of Resolution 23-02 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2022-2023 – Chief Financial Officer Mark Whitaker (Packet pg. 9)**
- VII. OTHER BUSINESS – No action required**
 - OB-1 Board Committee/Liaison Reports**
Interagency Committee – Director Thomas Joseph/Director Jim Syring
 - OB-2 Board Informational Updates/Comments**
- VIII. INFORMATIONAL ONLY**
 - A. Division/Department Reports**
 - R-1a Office of the Fire Chief – Fire Chief Nick Browne (Packet pg. 18)**
 - R-1b Office of Strategic Services – Assistant Chief Brian Stewart**
 - R-1c Office of Business Services – Assistant Chief Steve Deters**



Here for you

R-1d Office of Financial Services – Chief Financial Officer Mark Whitaker
(Packet pg. 21)

R-1e Office of Emergency Services – Division Chief Rick Huffman

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

R-1g Volunteer Association Report – Volunteer Coordinator Ryan Kragero and
President Jerry Kearney

B. Correspondence (Packet pg. 25)

C. Informational Items (Packet pg. 29)

D. Next Meeting

The next Board of Directors' meeting will be on Monday, April 17, 2023, at 5:00 pm. The meeting will be hybrid with the public invited to attend either by remote video conferencing or in person at Station 5 (9339 SE Causey Ave, Happy Valley, OR 97086).

IX. REGULAR MEETING RECESSED

X. EXECUTIVE SESSION CALLED TO ORDER UNDER ORS 192.660(2)(b), ORS 192.660(2)(f), AND ORS 192.660(2)(i) TO DISCUSS COMPLAINTS AGAINST AN EMPLOYEE, REVIEW AND EVALUATE EMPLOYEE PERFORMANCE, AND INFORMATION THAT IS EXEMPT FROM DISCLOSURE BY LAW

XI. REGULAR MEETING RECONVENED

XII. ADJOURNMENT



Here for you

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES
February 27, 2023**

ATTENDANCE

Board of Directors: Jay Cross, Chris Hawes, Thomas Joseph, Jim Syring, and Marilyn Wall

Others present: Nick Browne, Michael Carlsen, Steve Deters, Heather Goodrich, Izak Hamilton, Shelby Hopkins, Rick Huffman, Jerry Kearney, Dan Mulick, Ariel Roberts, Sherie Rosenbaum, Brian Stewart, John Turner, Mark Whitaker, Doug Whiteley, Matt Wiken, and Stations 4, 6, 18, 19 – Clackamas Fire; Mark Corless and Andrew Gordian – Local 1159; Jason McKinnon and Phil Schneider – Sandy Fire.

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

A video recording of this meeting is available, and the timestamps are noted for each section below.

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

President Wall called the meeting to order at 5:01 pm.

II. CHANGES TO AGENDA

Timestamp: 01:42 – 03:04

Chief Browne added item B-5 Request Board Approval to Replace Apparatus Bay Doors at Station 1. He also moved item OB-2 Request Board Approval of Explanatory Statement for the Levy Measure to item B-6.

**III. APPROVAL OF MINUTES OF THE JANUARY 9, 2023 WORK SESSION AND
JANUARY 23, 2023 REGULAR BOARD MEETING**

Timestamp: 03:04 – 03:30

Approved as written.

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

Timestamp: 03:30 – 07:33



Here for you

John Kihlstrum gave public comment.

V. PRESENTATION – POLICY UPDATE – Process Manager Shelby Hopkins

Timestamp: 07:33 – 18:27

Process Manager Shelby Hopkins gave a presentation to the Board to give an update on the District’s policy and procedure management which included the implementation of new policy management software.

**VI. PRESENTATION - ANNUAL MEDICAL DIRECTOR’S REPORT –
Dr. John Turner**

Timestamp: 18:27 – 39:16

Dr. John Turner presented the Annual Medical Director’s Report to the Board.

**VII. ANNUAL MEETING OF THE MEMBER OF THE CLACKAMAS EMERGENCY
SERVICES FOUNDATION – Request Approval of Budget 2023 –
President Jerry Kearney and Treasurer Sherie Rosenbaum**

Timestamp: 39:16 – 54:24

President Wall recessed the regular Board of Directors’ meeting at 5:40 pm

President Wall brought the Annual Meeting of the Member of the Clackamas Emergency Services Foundation to order at 5:40 pm.

Treasurer Sherie Rosenbaum and President Kearney presented the budget to the Board.

Director Cross made a motion and Director Thomas seconded to approve the proposed 2023 operating budget for the Clackamas Emergency Services Foundation. Motion passed unanimously.

President Wall adjourned the Annual Meeting of the Member of the Clackamas Emergency Services Foundation at 5:55 pm.

President Wall reconvened the regular Board of Directors’ meeting at 5:55 pm.

VIII. CIVIL SERVICE COMMISSIONER INTERVIEWS

Timestamp: 54:24 – 1:14:44



Here for you

The Board interviewed the following candidates for Civil Service Commissioner: John Kihlstrum and Jeff Davis.

Discussion followed.

IX. BUSINESS – Action required

B-1 Request Board Approval of One Commissioner to Serve a Four-Year Term on the Civil Service Commission – Assistant Chief Steve Deters

Timestamp: 1:14:44 – 1:15:49

Director Cross made a motion and Director Hawes seconded for the Board to approve Jeff Davis as a commissioner to serve a four-year term on the Civil Service Commission. Motion passed unanimously.

B-2 Request Board Approval of Sandy Fire IGA – Assistant Chief Steve Deters

Timestamp: 1:15:49 – 1:24:20

Assistant Chief Deters gave a brief history and requested Board approval of the agreement. Each board director shared their thoughts and comments on this business item.

Director Hawes made a motion and Director Syring seconded for the Board to approve authorizing the Fire Chief to sign the full operational contract for services with Sandy Fire District #72. Directors Cross, Syring, Joseph, and Hawes voted yes. President Wall voted no. Motion passed.

**B-3 Request Board Approval of Fuel Vendor Contract –
Fleet Services Manager Bill Bischoff**

Timestamp: 1:24:20 – 1:29:50

Fleet Services Manager Bischoff gave a brief history and explanation of the contract to the Board.

Director Cross made a motion and Director Joseph seconded for the Board to approve the Fire Chief to enter into a contract for District fueling services through the calendar year 2023 with Bretthauer Oil Company in the amount of \$376,651. Directors Cross, Syring, Joseph, and Hawes voted yes. President Wall abstained due to a potential conflict of interest. Motion passed.



Here for you

**B-4 Request Board Approval to Surplus Apparatus –
Fleet Services Manager Bill Bischoff**

Timestamp: 1:29:50 – 1:31:00

Director Hawes made a motion and Director Cross seconded for the Board to approve the Fire Chief to proceed with the disposal of the 1999 Almar Raiv Jet Boat App #2-931, Asset #18. Motion passed unanimously.

**B-5 Request Board Approval to Replace Apparatus Bay Doors at Station 1 – Division
Chief Rick Huffman**

Timestamp: 1:31:00 – 1:35:11

DC Huffman explained that the current condition of the apparatus bay doors are affecting the performance and the security of Station 1. The apparatus door replacement project has been approved by Clackamas County Development Agency Program Supervisor David Queener to use urban renewal funds.

President Wall asked if there was a motion for the Board to approve the replacement of the apparatus bay doors at Station 1 at a cost not to exceed \$200,000.

DC Huffman noted that this amount has been updated to \$125,900. The motion was revised.

Director Joseph made a motion and Director Hawes seconded for the Board to approve the replacement of the apparatus bay doors at Station 1 at a cost not to exceed \$125,900. Motion passed unanimously.

**B-6 Request Board Approval of Explanatory Statement for the Levy Measure – Fire
Chief Nick Browne**

Timestamp: 1:35:11 – 1:36:59

Chief Browne shared the explanatory statement with the Board.

Director Joseph made a motion and Director Cross seconded for the Board to approve the explanatory statement for the levy measure. Motion passed unanimously.

X. OTHER BUSINESS – No action required

OB-1 Annual Fire Chief Evaluation – President Wall



Here for you

Timestamp: 1:36:59 – 1:40:10

The Executive Committee requested that the Board increase the Fire Chief's compensation by 6% starting in July. President Wall noted that this did not need a motion. They commended him for doing an excellent job and thanked him for his dedication.

OB-2 Board Committee/Liaison Reports

Timestamp: 1:40:10 – 1:40:32

Clackamas Emergency Services Foundation Liaison – Director Cross

No report.

OB-3 Board Informational Updates/Comments

Timestamp: 1:40:32 – 1:45:53

Director Joseph reported they had an IGA meeting with Happy Valley.

Director Cross shared that Gresham Fire, his former employer, suffered a line-of-duty death. He thanked CFD for their outstanding response and support.

XI. INFORMATIONAL ONLY

A. Division/Department Reports

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

Timestamp: 1:45:53 – 1:46:25

Shop Steward Gordian said that the Local is interfacing with Coastline PR firm on their political action committee campaign for the levy.

R-1b Volunteer Association Report – Volunteer Coordinator Ryan Kragero & President Jerry Kearney

Timestamp: 1:46:25 – 1:51:56

VC Kragero and President Kearney shared their reports. VC Kragero shared that they started the Volunteer Recruit Academy 23-01 with 17 volunteers. They will graduate in June.

B. Correspondence - Noted



Here for you

C. Informational Items - Noted

D. Next Meeting

The next Board of Directors' meeting will be on Monday, March 20, 2023, at 5:00 pm. The meeting will be hybrid with the public invited to attend either by remote video conferencing or in person at Station 5 (9339 SE Causey Ave, Happy Valley, OR 97086).

XII. REGULAR MEETING RECESSED

The regular Board of Directors' meeting recessed at 6:56 pm.

XIII. EXECUTIVE SESSION CALLED TO ORDER UNDER ORS 192.660(2)(b), ORS 192.660(2)(f), and ORS 192.660(2)(i) TO DISCUSS COMPLAINTS AGAINST AN EMPLOYEE, REVIEW AND EVALUATE EMPLOYEE PERFORMANCE, AND INFORMATION THAT IS EXEMPT FROM DISCLOSURE BY LAW.

XIV. REGULAR MEETING RECONVENED

The regular Board of Directors' meeting reconvened at 9:39 pm.

XV. ADJOURNMENT

The regular Board of Directors' meeting adjourned at 9:40 pm.

Minutes recorded by Executive Assistant Ariel Roberts and prepared by Administrative Technician Jessamyn Ode.

President Marilyn Wall

Secretary Chris Hawes



CLACKAMAS FIRE DISTRICT

Here for you

Memo

To	Board of Directors
From	Chief Financial Officer Mark Whitaker
Date	March 20, 2023
Subject	Supplemental Budget Request

Action Requested

Staff requests approval of the FY 2022-23 Supplemental Budget as presented in Resolution 23-02.

Background

A supplemental budget is necessary to adjust the budget to reflect revenues and expenses that were not anticipated at the time of budget adoption. This supplemental budget will update the budget to more accurately reflect actual expenses and revenues across three funds.

Budget Implications

The supplemental budget makes adjustments to the following funds: General Fund, Capital Replacement Fund, and Grants Fund.

General Fund. On the revenue side, the supplemental budget makes the following major adjustments:

- \$155,000 increase in tax revenue due to higher-than-expected returns from the heavy equipment rental tax and one-time tax programs.
- \$420,000 increase in interest revenue because of investments in U.S. Treasury bills and higher than expected interest rates.
- \$975,000 in conflagration reimbursement revenue from the Oregon State Fire Marshal (OSFM) for deployments to wildfires in 2022.
- \$285,000 in additional GEMT revenue from higher-than-expected returns from the fee-for-service and CCO GEMT programs.
- \$107,500 in other minor revenue adjustments to align revenue with expectations.

On the expense side, the increases in revenue are matched with the following increased expenses:

- \$1,500,000 increase in operational replacement costs (and associated PERS costs) to account for replacement shift costs exceeding budgeted amounts.
- \$647,000 addition to account for conflagration overtime costs and PERS costs.



The supplemental budget also reallocates \$487,600 in appropriations from the General Fund to the Capital Replacement Fund. Earlier this year, the Board approved the purchase of computers from the Capital Replacement Fund, while the Adopted Budget anticipated leasing the computers. As a result, there are higher one-time costs in the Capital Replacement Fund than originally anticipated. Information Technology, however, expects to have savings in their operating budget, so the supplemental budget transfers \$75,000 of those savings to the Capital Replacement Fund to help with the computer purchase. The supplemental budget also transfers General Fund contingency to the Capital Replacement Fund to cover expenses associated with the purchase of property at 11410 SE Fuller Rd. As authorized by the Board, the district made this purchase from the existing General Fund balance so the supplemental budget transfers those resources to the Capital Replacement Fund.

There are also many technical adjustments within the General Fund to reallocate funds across divisions and departments to reflect staffing and program changes that have occurred since the budget was adopted. Each specific change is detailed in Attachment A. In total, the revenue and expense adjustments outlined above are equal so that the General Fund budget remains balanced. There remains some risk that total General Fund expenses will slightly exceed revenues by year end, depending upon developments over the final months of the year. An additional supplemental budget may be necessary in June to ensure there is an appropriate cushion for staying within the district's appropriation limits.

Capital Replacement Fund. The supplemental budget makes the following adjustments in the Capital Replacement Fund:

- \$777,600 in new resources. Per a previous agreement, the City of Happy Valley Urban Renewal provided \$250,000 for the district to purchase equipment. As noted above, the General Fund transfers \$487,600 to the Capital Replacement Fund for the computer and property purchases. And the supplemental budget recognizes additional revenues from higher interest earnings and sale of surplus property.
- \$607,600 in new expenditures for the property purchase and computers, with the remainder going to facilities projects, if necessary to complete planned concrete, overhead door, and security projects.

Each specific change in the Capital Replacement Fund is detailed in Attachment A. The excess revenue will be added to the reserve for future expenditures, to be used for capital needs in future years.

Grants Fund. The supplemental budget makes the following adjustments in the Grants Fund:

- \$115,000 in new resources: recognizing new revenues from OSFM for wildland staffing, reimbursement for wildland radios from the 2018 AFG grant, and Project Hope and Blueprint grants in Community Paramedicine.
- \$115,000 in new expenses to capture the expenditure of the above grant funds.

Policy Implications

When a supplemental budget adjusts fund expenditures by 10 percent or less the supplemental budget may be adopted at a regularly scheduled meeting of the Board of Directors by resolution. Local budget law also provides exceptions for certain types of increases in appropriation authority. The Board of Directors may transfer existing appropriations between funds by resolution, as is done in this case to transfer General Fund contingency and IT appropriations into the Capital Replacement Fund. Additionally, expenditure of specific-purpose grants may be made by resolution.



Recommendation

Staff recommends approval of the supplemental budget for FY 2022-23 to recognize unanticipated revenues and expenses as presented in Resolution 23-02 and Exhibit A.

ATTACHMENT A

Changes to General Fund Expenses:

Org	Object	Object Description	Change	Reason
Administration	6655	PFMLI	-\$85,000	Program costs delayed to September.
Community Services	7195	Public Education	\$9,900	Ready, Set, Go Grant expenses
Emergency Operations	5545	Premium Pay	\$60,000	Higher premium pay costs due to higher ops replacement.
Emergency Operations	5550	Conflagration Labor	\$482,000	Overtime cost of deployments.
Emergency Operations	5560	Operational Replacement	\$1,190,000	Vacancies & leave usage higher than budgeted.
Emergency Operations	5600	Overtime	\$45,000	Mclver Fire.
Emergency Operations	6656	PERS Employer	\$430,000	PERS costs of conflagrations and ops replacement.
Fire Prevention	5507	Wages & Salary	-\$48,000	Vacancies & staffing changes.
Fire Prevention	5509	Wages & Salary	-\$105,000	Vacancies & staffing changes.
Fire Prevention	6620	SS/Medicare	-\$10,000	Vacancies & staffing changes.
Fire Prevention	6656	PERS Employer	-\$25,000	Vacancies & staffing changes.
Fleet	7055	Operating Expenses	\$25,000	IGA billings higher than budgeted.
Health & Wellness	5540	Temp Labor	\$6,000	Temp labor to assist with workload.
Information Technology	7095	Software & Supplies	-\$42,500	Identified savings
Information Technology	7110	Professional Services	\$22,500	Increase for temp services
Information Technology	7122	Utilities - Telephone	-\$20,000	Telephone savings
Information Technology	7175	Office Equipment	-\$5,000	Copier savings
Information Technology	7180	Computer & AV Maintenance	-\$30,000	Hardware needs reduced with new computers
Logistics	5504	Wages & Salary	-\$132,000	Vacancies & staffing changes.
Logistics	5540	Temp Labor	\$19,710	Temp labor used to help with vacancies
Logistics	6620	SS/Medicare	-\$10,000	Vacancies & staffing changes.
Logistics	6656	PERS Employer	-\$30,000	Vacancies & staffing changes.
Logistics	7085	Uniform & Protectice Equipment	\$35,000	Underbudgeted for extra academy & D-shift promotions
Station 16	7065	Fire Fighting Supply	\$900	Purchase budgeted in 21-22 not received until 22-23
Training	5510	Wages & Salary	\$50,000	Staffing changes shifted costs to Training
Training	6656	PERS Employer	\$20,000	Staffing changes shifted costs to Training
USAR & Truck Rescue	5600	Overtime	\$5,500	Tiller classes.
USAR & Truck Rescue	7065	Fire Fighting Supply	-\$3,500	Expenses shifted to overtime.
USAR & Truck Rescue	7190	Training Expense	-\$2,000	Expenses shifted to overtime
Volunteers	5600	Overtime	\$30,000	Volunteer Academy OT instructors
Volunteers	7145	Mileage Reimbursement	-\$30,000	Expenses low due to low number of volunteers
Water/Rope Rescue	7085	Uniform & Protectice Equipment	\$5,990	Purchase budgeted in 21-22 not received until 22-23
Wildland Rescue	7190	Training Expense	\$8,000	Expenses to host classes (offset with fee revenue)
		Contingency	-\$412,600	Transfer contingency for Fuller Rd. property purchase
		Transfer to Capital Fund	\$487,600	Fuller Rd. property & computers
Total			\$1,942,500	

ATTACHMENT A

Changes to General Fund resources:

Obj	Desc	Change	Reason
4460	Other Taxes	\$155,000	Additional revenues received.
4490	Investment Interest	\$420,000	Higher interest rates than projected.
4513	Other Reimbursements	-\$366,000	Account no longer used.
4514	Health Plan Reimbursements	\$225,000	New account for prescription rebate and stop/loss (previously budgeted in 10-4513)
4515	Workers Comp Reimbursements	\$305,000	New account for workers comp reimbursements (previously budgeted in 10-4513)
4538	Service Cost Recovery	-\$35,000	Fewer recovery claims.
4539	Conflagration Reimbursement	\$975,000	Deployment reimbursements.
4541	Sales on Equipment	\$25,000	IGA billings higher than expected
4545	OPEB Revenue	\$15,000	Billings of retirees above budget
4550	Public Records	\$3,500	New account for revenue from public records requests.
4560	Grant Revenue	\$20,000	Pres. Biden increased FEMA match on Labor Days fire and ice storm from 75% to 90%.
4569	GEMT Revenue	\$285,000	Both GEMT programs generated more revenue than expected.
4571	Other Revenues	-\$90,000	Budget overestimated.
4572	Prevention Fees	\$5,000	Fees trending above original estimate.
Total		\$1,942,500	

Changes to Capital Replacement Fund:

Fund/Org	Object	Desc	Change	Reason
30	4470	Urban Renewal Receipts	\$250,000	Happy Valley urban renewal.
30	4490	Investment Interest	\$30,000	Interest higher than budgeted.
30	4540	Sale of Surplus	\$10,000	Sales of equipment higher than budgeted.
30	4610	Transfers from Other Funds	\$487,600	Transfer from General Fund.
Total Change in Resources			\$777,600	
301400	8855	Land Acquisition	\$412,600	Purchase of Fuller Rd. House
301400	8860	Facility Improvement	\$13,000	Facility Projects
301220	8890	Computer & AV Equipment	\$182,000	Purchase computers instead of lease; Aruba network
Total Change in Expenses			\$607,600	

ATTACHMENT A

Changes to Grants Fund:

Fund/Org	Object	Desc	Change	Reason
15	4560	Grant Revenue	\$115,000	New grant revenue
151143	8845	Communications Equipment	\$32,000	VHF radio purchase
151600	5540	Temporary Labor	\$15,000	Community Paramedicine staffing
151600	5520	Fire Fighter	\$33,000	Community Paramedicine staffing
151800	5600	Overtime (Wildland)	\$22,800	Summer upstaffing (OSFM)
151300	5600	Overtime (Emergency Operations)	\$12,200	Summer upstaffing (OSFM)
Total Change in Expenses			\$115,000	

February 2023



CLACKAMAS FIRE DISTRICT

10 - GENERAL FUND

Budget to Actual Report for Period Ending
February 28, 2023

	Adopted Budget	Revised Budget	Actual YTD	% of Budget
Beginning Fund Balance	\$15,135,000	\$15,135,000	\$15,606,015	103.1%
<i>Revenues</i>				
Tax Revenue	\$61,216,000	\$61,371,000	\$57,521,788	93.7%
Interest	\$310,000	\$730,000	\$243,951	33.4%
EMS Revenue	\$1,990,000	\$2,275,000	\$1,176,683	51.7%
Contract Revenue	\$3,231,475	\$3,256,475	\$2,306,461	70.8%
Conflagration Revenue	\$0	\$975,000	\$740,939	76.0%
Grants	\$75,000	\$95,000	\$0	0.0%
Other Revenue	\$1,402,380	\$1,464,880	\$1,096,680	74.9%
Transfers In	\$70,600	\$70,600	\$0	0.0%
Total Revenues	<u>\$68,295,455</u>	<u>\$70,237,955</u>	<u>\$63,086,502</u>	<u>89.8%</u>
<i>Expenditures</i>				
Fire Chief's Office	\$487,527	\$487,527	\$332,862	68.3%
Emergency Services	\$47,553,333	\$49,851,223	\$33,512,697	67.2%
Business Services	\$17,251,295	\$16,820,905	\$10,872,277	64.6%
Debt Service	\$2,811,300	\$2,811,300	\$613,402	21.8%
Transfers Out	\$192,000	\$679,600	\$0	-
Contingency	\$2,702,580	\$2,289,980	\$0	-
Total Expenditures	<u>\$70,998,035</u>	<u>\$72,940,535</u>	<u>\$45,331,239</u>	<u>62.1%</u>
Ending Fund Balance	\$12,432,420	\$12,432,420	\$33,361,279	

Clackamas Fire District



CLACKAMAS FIRE DISTRICT RESOLUTION #23-02

Adopting and Appropriating a Supplemental Budget for Fiscal Year 2022-23

Whereas, Oregon Local Budget Law ORS 294 allows governing bodies of municipal corporations to prepare supplemental budgets to allow for expenditures necessitated by unforeseen circumstances; and

Whereas, ORS 294.463 allows governing bodies of municipal corporations to transfer appropriations and an equal amount of budget resources between funds; and

Whereas, ORS 294.338 allows governing bodies of municipal corporations to appropriate specific-purpose grant funds; and

Whereas, the District has received additional revenues from taxes, investments, intergovernmental agreements, grants, and other resources; and

Whereas, the District has experienced increased expenses related to operational replacement, wildland deployment, grant purchases, information technology, and unexpected staffing changes; and

Whereas, the District must transfer \$487,600 in General Fund contingency and Business Services appropriation authority to the Capital Replacement Fund to ensure adequate resources in the Capital Replacement Fund for the remainder of the year; and

Whereas, the District has received \$115,000 in specific-purpose grants for radios, community paramedicine, and upstaffing for wildland fire risk; now therefore be it

Resolved, that the Board of Directors of Clackamas Fire District hereby authorizes the following adjustment of appropriations for the fiscal year beginning July 1, 2022:

General Fund	Adopted Budget	Adjustments	Revised Budget
Fire Chief's Office	\$ 487,527	-	\$ 487,527
Emergency Services	47,553,333	2,297,890	49,851,223
Business Services	17,251,295	(430,390)	16,820,905
Debt Service	2,811,300	-	2,811,300
Transfers Out	192,000	487,600	679,600
Contingency	2,702,580	(412,600)	2,289,980
Total General Fund Appropriations	\$ 70,998,035	\$ 1,942,500	\$ 72,940,535

Grants Fund			
Emergency Services	\$ 629,550	\$ 115,000	\$ 744,550
Contingency	125,000	-	125,000
Total Grants Fund Appropriations	<u>\$ 754,550</u>	<u>\$ 115,000</u>	<u>\$ 869,550</u>
Capital Replacement Fund			
	<u>Adopted Budget</u>	<u>Adjustments</u>	<u>Revised Budget</u>
Emergency Services	\$ 78,000	-	\$ 78,000
Business Services	571,000	607,600	1,178,600
Debt Service	560,000	-	560,000
Total Capital Replacement Fund Appropriations	<u>\$ 1,209,000</u>	<u>\$ 607,600</u>	<u>\$ 1,816,600</u>

Adopted this date, March 20, 2023.

President, Board of Directors

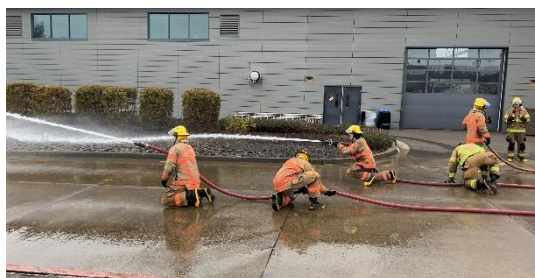
Secretary, Board of Directors

FIRE CHIEF'S REPORT

February 2023



Station 6 gives a fire safety presentation to Building Blocks Preschool



Volunteer Academy hose drills



Mutual aid with TVF&R on a residential fire in West Linn

Highlights

- Staff participated in a career fair at Oregon City High School. The Fire District attends these whenever possible as a way to further recruit future volunteers and employees. Staff focuses recruitment in all areas of the Fire District, not just firefighting.
- Firefighters rebuilt a porch ramp for one of our citizens after seeing the condition it was in when responding to an incident. This ended up being a news story after the fact. This is a great example of how Clackamas Fire cares for the community and does the right thing.
- The City of Milwaukie has passed an ordinance banning all retail sales, use and possession of consumer grade fireworks. The ordinance will go into effect 30 days after the vote which occurred on Feb. 21, 2023. The FMO has reached out to the City of Milwaukie to determine their approach in educating the public regarding enforcement. Local law enforcement has jurisdiction and authority, not the fire district.

Notable Events/Calls

- 2-15-23 – Residential Fire in Sandy on Evans St. The crews arrived to a well involved fire blowing out three sides of the structure with two victims inside. E371 and E318 immediately took action and rescued the victims. Outstanding work by all crews involved!
- 2-16-23 – The crews responded to a commercial fire at Avana Apartments in Happy Valley. This was a well involved top floor fire. Crews quickly extinguished the fire without further extension.
- 2-23-23 – Crews responded to a residential fire on Pagh Road in Sandy. This was an inclement weather day which proved challenging for responders. Crews quickly extinguished a room and content fire with no injuries.

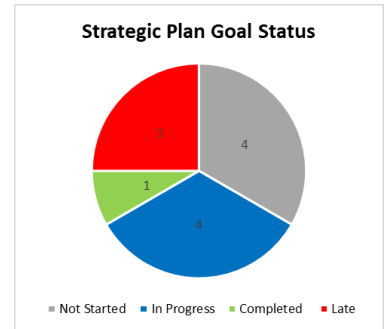
FIRE CHIEF'S REPORT

February 2023

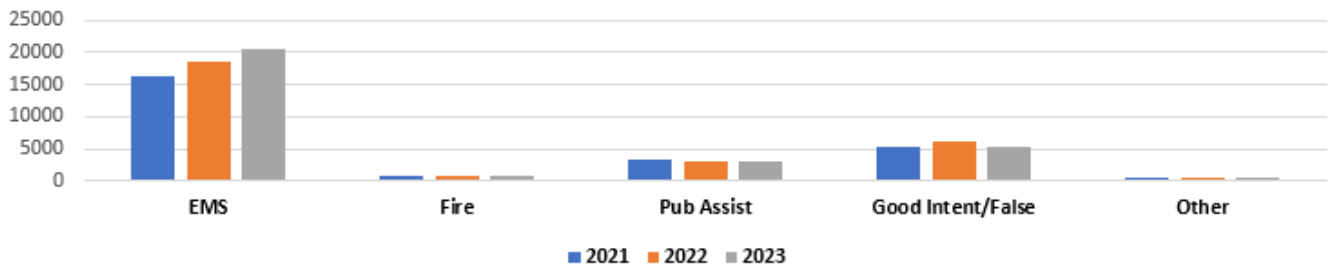
Organizational Data

Volunteers

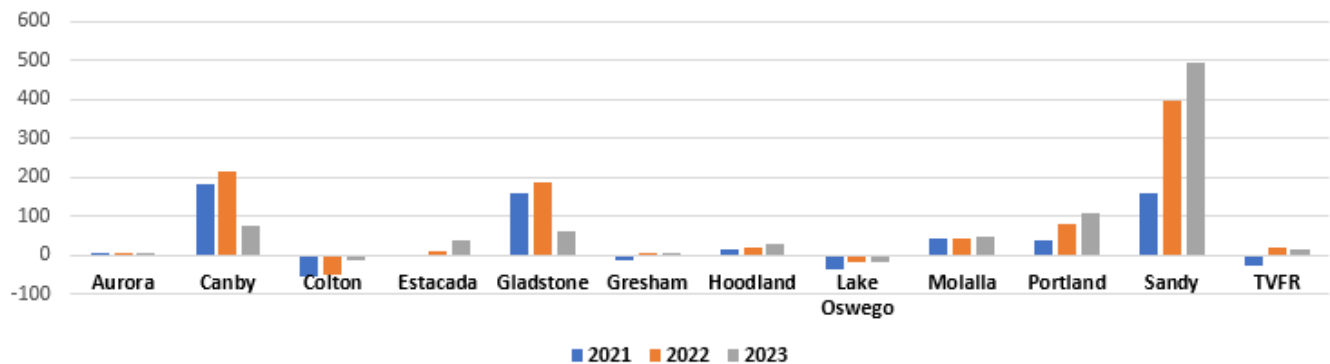
Training	Events	Duty Shifts	Station 12	Station 13	Station 21	Support	
# of Drills	4	0	Nights	13/28	2/28	4/28	10/28



Incidents by Type
12-months ending February of each year
Does not include mutual aid given



Net Mutual Aid
Net incident response for 12-months ending February of each year
Includes canceled en route incidents



Average Company Time Committed

Time: 208 hours and 27 minutes

Percent of Month: 33.72%

Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training

FIRE CHIEF'S REPORT

February 2023

Staffing

	Response	Risk Reduction	Staff	FF Vols	Support Vols
Allocated	263	12	55		
Filled	247	8	53	16	14
Academy	6	0		16	1

New Hires - Lateral Firefighters

- Steven Moran
- Vincent Hollingsworth
- Thomas Robinson
- John Cunningham
- Daniel Wagner
- Keith Nichols

Promotions

- Captain Craig Bowen
- Lieutenant Dustin Mauck
- Logistics Manager Denise Burkholder

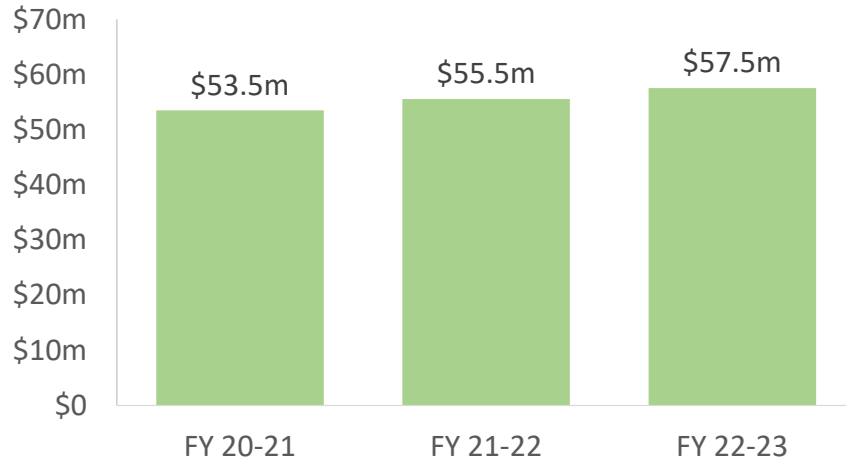


FINANCIAL REPORT

Period Ending February 28, 2023

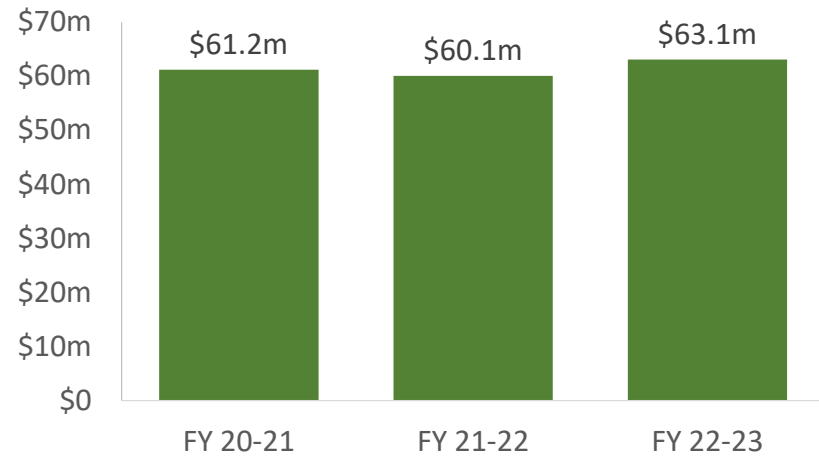
General Fund Property Tax Revenues

Through February



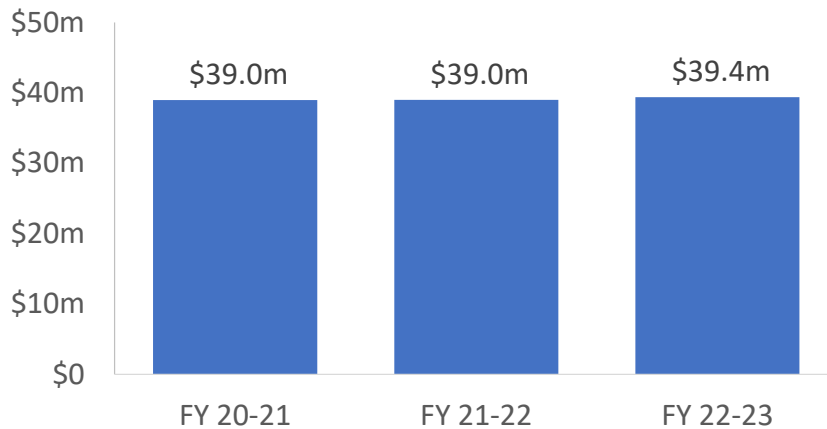
General Fund Total Revenue

Through February



General Fund Salary & Benefits

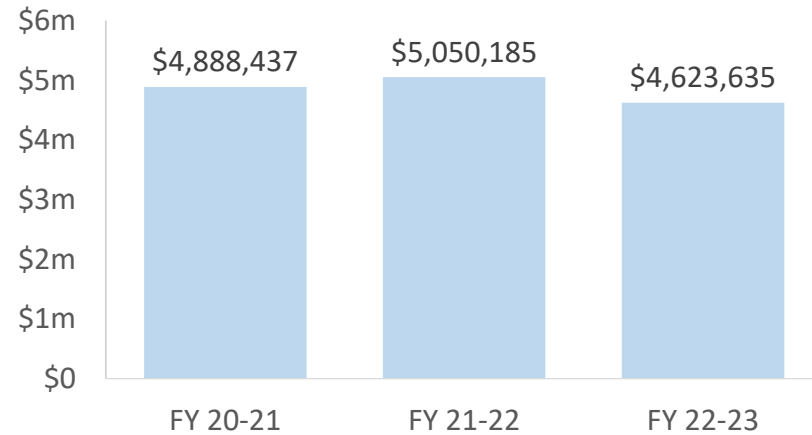
Through February



68.1% of FY budget spent

General Fund Overtime

Through February



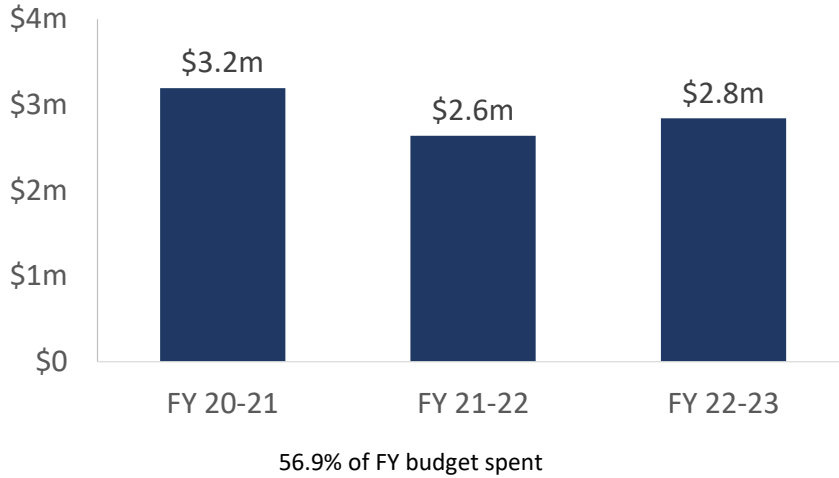
82.0% of FY budget spent



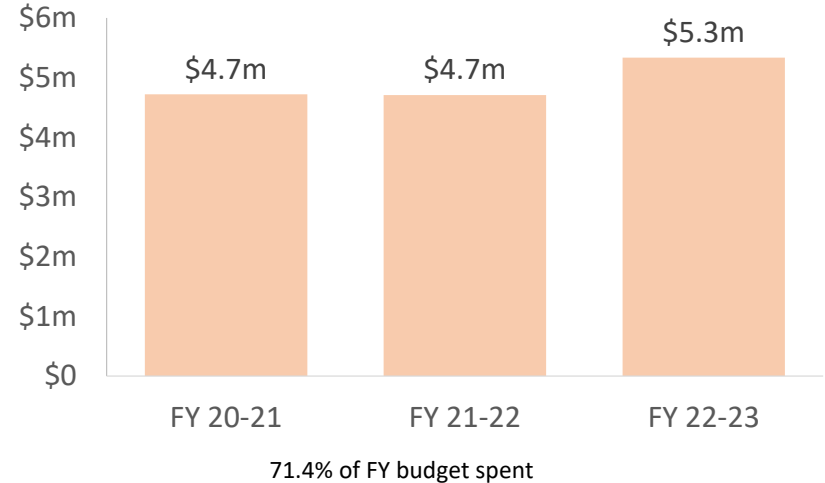
FINANCIAL REPORT

Period Ending February 28, 2023

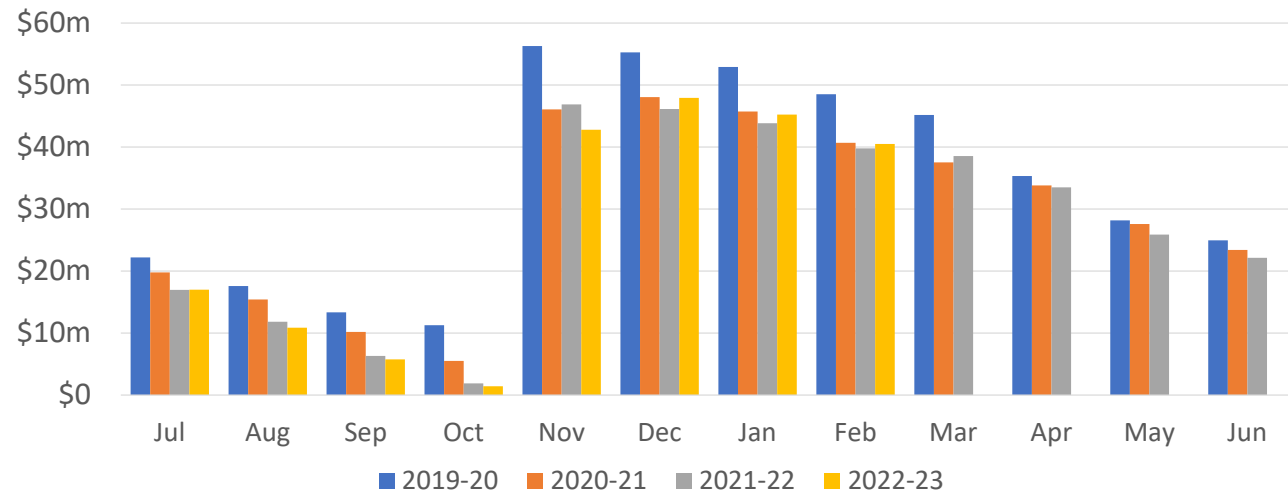
General Fund Health Claim Expenses
Through February



General Fund Materials and Services
Through February



Month-End Cash Balance, All Funds





10 - GENERAL FUND

Budget to Actual Report for Period Ending
February 28, 2023

Clackamas Fire District

	Adopted Budget	Actual YTD	% of Budget
Beginning Fund Balance	\$15,135,000	\$15,606,015	103.1%
<i>Revenues</i>			
Tax Revenue	\$61,216,000	\$57,521,788	94.0%
Interest	\$310,000	\$243,951	78.7%
EMS Revenue	\$1,990,000	\$1,176,683	59.1%
Contract Revenue	\$3,231,475	\$2,306,461	71.4%
Conflagration Revenue	\$0	\$740,939	0.0%
Grants	\$75,000	\$0	0.0%
Other Revenue	\$1,402,380	\$1,096,680	78.2%
Transfers In	\$70,600	\$0	0.0%
Total Revenues	\$68,295,455	\$63,086,502	92.4%
<i>Expenditures</i>			
Fire Chief's Office	\$487,527	\$405,159	83.1%
Emergency Services	\$47,553,333	\$33,512,697	70.5%
Business Services	\$17,251,295	\$10,799,980	62.6%
Debt Service	\$2,811,300	\$613,402	21.8%
Transfers Out	\$192,000	\$0	-
Contingency	\$2,702,580	\$0	-
Total Expenditures	\$70,998,035	\$45,331,239	63.8%

Investment Report

District holdings as of 02/28/23

Investment	Maturity Date	Purchase Price	Coupon Payments	Settlement Value	Net Earnings	Interest Rate
Treasury Bill	3/30/2023	\$2,960,322	-	\$3,000,000	\$39,678	4.05%
Treasury Bill	4/27/2023	\$7,862,953	-	\$8,000,000	\$137,047	4.27%
Treasury Bill	5/25/2023	\$2,968,538	-	\$3,000,000	\$31,462	4.44%
Treasury Note	5/31/2023	\$3,919,326	\$5,000	\$4,000,000	\$85,674	4.35%
Treasury Note	6/30/2023	\$3,903,905	\$5,000	\$4,000,000	\$101,095	4.42%
		\$21,615,044	\$10,000	\$22,000,000	\$394,956	

Local Government Investment Pool (LGIP)

District Balance \$18,330,650
 Interest Rate 3.75%

Matured Investments

Investment	Maturity Date	Purchase Price	Coupon Payments	Settlement Value	Net Earnings	Interest Rate
Treasury Bill	2/28/2023	\$2,970,364	-	\$3,000,000	\$29,636	4.05%

CORRESPONDENCE


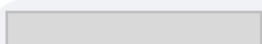


C – 1 Social Media compilation for February


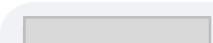

C – 2 Thank you from Molalla Rural Fire Protection District #73

C – 3 Thank you from citizen re: assistance from Boring Station #14


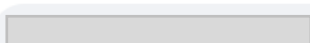



Social Media Comments

Helmet camera video of interior fire attack at a residential fire, Feb. 14:



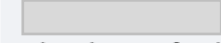

 
Get it brother! I love seeing this! Makes me happy to know that my family lives in your district 🙏 Stay safe and fight on!
[Like](#) [Reply](#) [Hide](#) 2w   4

 
Seeing this makes me have even more respect for you all...if that's even possible!!!
[Like](#) [Reply](#) [Hide](#) 2w  2


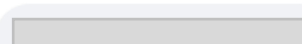
Thankful to crews for their mutual aid response to a residential fire in Sandy, Feb. 15:

 
Thank you so much this was my cousin's house. I appreciate all the hard work you do to keep us safe
[Like](#) [Reply](#) [Hide](#) 2w    7


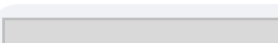


Thankful to crews who responded to an apartment fire in Happy Valley, Feb. 16:

  Top fan

Thank you for being there! Even at the darkest times we need your service
[Like](#) [Reply](#) [Hide](#) 2w  3



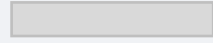

Thankful to crews for their response to a motor vehicle accident in Damascus, Feb. 19:

 
Thank you all for being there for these folks. Stay safe. 🚒🚒
[Like](#) [Reply](#) [Hide](#) 2w


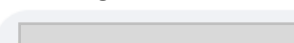
Thankful to crews for their response to a motor vehicle accident on Hwy 212 and Bartell Rd., Feb. 21:

 
Hugs going out to these drivers & well wishes too..
Thanks Clackamas Fire for your excellent work on this accident today..❤️❤️❤️❤️❤️❤️
❤️❤️❤️🙏🙏
[Like](#) [Reply](#) [Hide](#) 1w   2

Grateful to see the crew from Station 14 enjoying the snow, Feb. 22:

  Top fan

Happy to see you having some fun! Thank you all for your service,!
[Like](#) [Reply](#) [Hide](#) 1w 

Thankful for the graduates and new firefighters from Academy 22-02, Feb. 27:

 
Congratulations to all of our Graduates...Thank You For Wanting to Serve our Community 🥳🥳❤️
[Like](#) [Reply](#) [Hide](#) 1w



Molalla Rural Fire Protection District #73

P.O. Box 655 • Molalla, OR 97038
320 N Molalla Ave. Molalla, OR 97038

Telephone: 503-829-2200
Fax: 503-829-6392

February 10, 2023

Chief Nick Browne
Clackamas Fire District #1
11300 SE Fuller Road
Milwaukie, OR 97222

Hello Chief Browne,

Thank you for the assistance your Fire District provided during the Memorial Service for Steve Miller, one of our long time Volunteers. Chief Mulick was instrumental in providing truck support when the originally scheduled agency needed to cancel. Without his help, we would not have been able to display the American Flag during the memorial. Furthermore, your agency provided ambulance coverage which allowed our personnel to attend and honor Steve and support his family.

Steve Miller was a long-time Volunteer with Molalla Fire District and a retired Corrections Officer with Clackamas County Sheriff's Office. His family's request was for a send-off honoring his years of service and dedication to the Community. We were honored to support their wishes, and without the help of our neighboring partners this would not have been possible. Chief Mulick and the Crews who staffed your coverage apparatus all exceeded our expectations.

Your Fire District's assistance helped make this memorial a fitting tribute to Steve and his family.

Thank you again for your agency's support, professionalism and compassion during this very difficult time.

Sincerely,

Mike D. Towner
Molalla Rural Fire Protection District #73
Board of Directors President





Compliments or Concerns

Compliments or Concerns Form

Name

Anna [REDACTED]

Phone Number

[REDACTED]

Email

[REDACTED]

Address

[REDACTED]

Welches, OR [REDACTED]

Do wish you to share a compliment or concern?

Compliment

Date of Occurrence

Tuesday, February 21, 2023

Location of Occurrence

Intersection near Hwy 212. School and fire man road.

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

This morning I was headed from Welches to Kaiser in Sunnyside. I made it through the snowstorm and ended up with a flat tire. But detaching my spare tire from the cable proved to be too much for me. Thank you to the firemen who helped me with advice and encouragement and a little muscle. I'll be by fire house 14 in Boring next week to deliver cookies and thanks!!!

INFORMATIONAL ITEMS

- I – 1 KOIN News, February 1, 2023: “Man airlifted to hospital after 60-foot fall in Estacada” <https://www.koin.com/local/clackamas-county/photos-man-airlifted-to-hospital-after-60-foot-fall-in-estacada/>
- I – 2 KATU News, February 12, 2023: “Drivers, road crews respond to problem zone along Highway 224” <https://katu.com/news/local/drivers-road-crews-respond-to-problem-zone-along-highway-224>
- I – 3 KOIN News, February 15, 2023: “Two pulled from burning house in Sandy early Wednesday morning” <https://www.koin.com/news/oregon/two-pulled-from-burning-house-in-sandy-early-wednesday-morning/>
- I – 4 Flash Alert, February 15, 2023: “Clackamas Fire and Sandy Fire Work Together to Pull Two People from a Burning House” (In Board packet)
- I – 5 Flash Alert, February 16, 2023: “Clackamas Fire Crews Respond to a Commercial Fire... Investigation In Progress” (In Board packet)
- I – 6 KOIN News, February 16, 2023: “Crews discover dead individual while responding to Happy Valley apartment fire” <https://www.koin.com/local/clackamas-county/crews-discover-dead-individual-while-responding-to-happy-valley-apartment-fire/>
- I – 7 KOIN News, February 21, 2023: “Officials: Murder victim found at Happy Valley apartment fire” <https://www.koin.com/news/crime/officials-murder-victim-found-at-happy-valley-apartment-fire/>
- I – 8 KOIN News, February 21, 2023: “Highway 212 shut down after crash hospitalizes 2 people” <https://www.koin.com/local/clackamas-county/highway-212-shut-down-after-crash-hospitalizes-2-people/>
- I – 9 Flash Alert, February 28, 2023: “Clackamas Firefighters Show Extra Care to a Community Member” (In Board Packet)

CLACKAMAS FIRE AND SANDY FIRE WORK TOGETHER TO PULL TWO PEOPLE FROM A BURNING HOUSE (PHOTO)

News Release from **Clackamas Fire District**

Posted on FlashAlert: February 15th, 2023 2:19 PM

Downloadable file: [House fire](#)

On Wednesday, February 15th, at approximately 2:00am, firefighters from Sandy Fire and Clackamas Fire responded to a call about a burning house on Evans Street in Sandy, OR. Sandy P.D. arrived on scene and reported that the entire house was on fire and there were possibly 1 to 2 residents trapped inside. The Clackamas Fire Battalion Chief quickly upgraded the fire and called for a second ambulance as one was already en route.

Sandy Engine 371 arrived shortly before Clackamas Engine 318 and both crews went into rescue mode. Engine 371 located the first victim just minutes after their arrival, and the second victim was located and removed by E318 just minutes after. Both had suffered extensive injuries and were taken by AMR to be treated at local area hospitals.

Battalion Chief Sam McCullough stated, "This outcome was only made possible through constant training and hard work by both fire departments who also take the time to train and drill together."

With Sandy Fire, Clackamas Fire, and AMR on scene, there were 13 apparatus total along with multiple law enforcement.

Investigators are still working to determine what caused the fire.

Contact Info:

Public Information Officer, Pager: (503)294-3555, Email: cfdpio@clackamasfire.com

CLACKAMAS FIRE CREWS RESPOND TO A COMMERCIAL FIRE... INVESTIGATION IN PROGRESS (PHOTO)

News Release from **Clackamas Fire District**

Posted on FlashAlert: February 16th, 2023 4:31 PM

Downloadable file: [Apartment 2](#)

Downloadable file: [Apartment 1](#)

Today just after 1:00pm, Clackamas Fire crews responded to the report of a commercial fire at an apartment complex on Causey loop in Happy Valley, Oregon. Firefighters arrived to find a third-floor apartment on fire and immediately went to work. Upon entering the apartment, crews located a deceased individual. Firefighters worked to extinguish the fire and are now working with fire investigators and law enforcement to determine the cause.

Contact Info:

Public Information Officer, Pager: (503)294-3555, Email: cfdpio@clackamasfire.com

CLACKAMAS FIREFIGHTERS SHOW EXTRA CARE TO A COMMUNITY MEMBER. (PHOTO)

News Release from **Clackamas Fire District**

Posted on FlashAlert: February 28th, 2023 5:08 PM

Downloadable file: [Ramp 3](#)

Downloadable file: [Ramp 2](#)

Downloadable file: [Ramp 1](#)

Downloadable file: [Ramp](#)

On Wednesday, February 8th, Clackamas firefighters responded to a call to help a community member that had fallen while trying to exit her residence. Upon arrival, crews were able to help the patient up and, after observing no injuries, noticed that the ramp she and her sister rely on to enter and exit the house due to mobility issues, had fallen in disrepair. The patient and her sister, who have asked not to be identified, stated, "this ramp is usually so slippery, we have to wait until it becomes bone dry in order to leave the house."

Lieutenant Dale Cook, the company officer who had responded to the call, knowing the resident's limited resources contacted one of the Captains and asked if there was anything they could do to provide a remedy. Captain Cullen Blake knew the only acceptable response was "of course!" He contacted Bliss Roofing off of 98th Ct. in Clackamas who were very excited to be able to donate the material needed to resurface the ramp.

The firefighters returned a week and half later and were able lift the ramp, fix and re-stabilize the bracing, and clean and resurface the once treacherous access to the house. The resident, during a very heartfelt, emotional thank you said "I can't believe it. I really appreciate all the firemen that came back and helped me with my ramp."

Captain Blake expressed his appreciation for Bliss Roofing and their kind donation, as well as, the Clackamas Emergency Services Foundation for providing some of the funds needed to fix the supports under the ramp and attach the new surface.