



**Clackamas Fire District #1**

# **Board Meeting Briefing Packet**

**May 20, 2024**



# CLACKAMAS FIRE DISTRICT

*Here for you*

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## Board of Directors Meeting

May 20, 2024

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 REGULAR BOARD MEETING ON APRIL 15, 2024** (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 N/A
- VII. **OTHER BUSINESS – No action required**  
  
OB-1 **Board Committee/Liaison Reports**  
EMS Committee – Director Cross/Director Joseph  
Interagency Committee – Director Joseph/Director 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. 7)
    - R-1b Office of Strategic Services – Assistant Chief Brian Stewart
    - R-1c Office of Business Services – Assistant Chief Steve Deters

R-1d Office of Financial Services – Chief Financial Officer Mark Whitaker (Packet Pg. 9)

R-1e Office of Emergency Services – Assistant Chief Dan Mulick

R-1f Professional Firefighters of Clackamas County Local 1159 – Vice President Andrew Gordian

R-1g Volunteer Association Report – Volunteer President Joe Johanesen

**B. Correspondence** (Packet Pg. 13)

**C. Informational Items** (Packet Pg. 18)

**D. Next Meeting**

The next Board of Directors' meeting will be on Monday, June 17, 2024, at 5:00 pm. The meeting will be hybrid, with the public invited to attend either by remote video conference 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 192.660(2)(a) TO DISCUSS A PERSONNEL MATTER and ORS 192.660 (2)(d) LABOR CONTRACT NEGOTIATIONS**

**XI. REGULAR MEETING RECONVENED**

**XII. ADJOURNMENT**



# CLACKAMAS FIRE DISTRICT

*Here for you*

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## REGULAR BOARD OF DIRECTORS MEETING MINUTES APRIL 15, 2024

### ATTENDANCE

Board of Directors: President Jim Syring, Vice President Chris Hawes, Secretary/Treasurer Jay Cross, Director Thomas Joseph, Director Marilyn Wall

Others present: Nick Browne, Steve Deters, Andrew Gordian, Shelby Hopkins, Joe Johanesen, Dan Mulick, Brian Stewart, Mark Whitaker

Other community members and citizens were in attendance. 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 Jim Syring called the meeting to order at 5:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. CHANGES TO AGENDA**

No changes to the agenda.

Timestamp: 01:38 – 01:47

**IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON MARCH 18, 2024**

The minutes for the regular board meeting on March 18, 2024, were approved as written.

Timestamp: 01:47- 02:11

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

No comments.

Timestamp: 02:11 – 02:48

**VI. PROJECT & FACILITIES MANAGER INTRODUCTION – Denise Toyooka**

Newly hired Project and Facilities Manager Denise Toyooka gave a quick introduction to the Board.

Timestamp: 02:48 – 08:39

**VII. BUSINESS – Action required**

**B-1 Request Board Appointment of Budget Committee Members – Chief Financial Officer Mark Whitaker**

CFO Whitaker recommended Tim Powell and Erin Anderson be reappointed to the Fire District's budget committee for another term.

**President Syring asked for a motion for Board reappointment of Tim Powell and Erin Anderson to the District's Budget Committee, as presented by CFO Whitaker. Director Hawes made the motion, and Director Cross seconded the motion. The motion passed unanimously.**

Timestamp: 08:39 – 10:15

**VIII. OTHER BUSINESS – No action required**

**OB-1 Board Committee/Liaison Reports  
Civil Service Commission – Director Hawes**

Director Hawes mentioned that the Civil Service Commission certified the civil service list for lateral apparatus operator. They also approved new job descriptions for training staff.

Timestamp: 10:15 – 12:31

**Foundation Liaison – Director Cross**

No report.

Timestamp: 12:31 – 12:36

**OB-2 Board Informational Updates/Comments**

Director Hawes mentioned the Friends of Forgotten Veterans Memorial commencing on June 1, 2024.

Timestamp: 12:36 – 14:27

**IX. INFORMATIONAL ONLY**

**A. Division/Department Reports**

**R-1a Office of the Fire Chief – Fire Chief Nick Browne**

Chief Browne shared an update from the Office of the Fire Chief.

Timestamp: 14:27 – 20:20

**R-1b Office of Strategic Services – Assistant Chief Brian Stewart**

AC Stewart shared an update from the Office of Strategic Services. A discussion followed on the Fire District's contract with Fastech for information technology services.

Timestamp: 20:20 – 35:15

**R-1c Office of Business Services – Assistant Chief Steve Deters**

AC Deters shared an update from the Office of Business Services.

Timestamp: 35:15 – 42:04

**R-1d Office of Financial Services – Chief Financial Officer Mark Whitaker**

CFO Whitaker shared an update from the Office of Financial Services. A discussion followed regarding the overtime budget.

Timestamp: 42:04 – 48:12

**R-1e Professional Firefighters of Clackamas County Local 1159 – Vice President Andrew Gordian**

VP Gordian shared an update from Local 1159.

Timestamp: 48:12 – 49:27

**R-1f Volunteer Association Report –Volunteer President Joe Johanesen**

Volunteer President Johanesen shared an update from the Volunteer Association.

Timestamp: 49:27 – 54:31

**R-1g Office of Emergency Services – Assistant Chief Dan Mulick**

AC Mulick shared an update from the Office of Emergency Services.

Timestamp: 54:31 – 01:04:02

**B. Correspondence**

As noted.

**C. Informational Items**

None.

**D. Next Meeting**

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

Timestamp: 01:04:02 – 01:04:17

**X. REGULAR MEETING RECESSED**

The regular Board of Directors’ meeting recessed at 6:05 p.m.

Timestamp: 01:04:17 – 01:04:40

**XI. EXECUTIVE SESSION CALLED TO ORDER UNDER 192.660(2)(a)(b)(d)(e)(h) TO DISCUSS; EMPLOYMENT OF THE FIRE CHIEF, PERSONNEL MATTER,**

**LABOR CONTRACT NEGOTIATIONS, REAL PROPERTY TRANSACTION, and CONSULT WITH COUNSEL.**

The Executive Session was called to order at 6:13 p.m.

The Executive Session adjourned at 7:43 p.m.

**XII. REGULAR MEETING RECONVENED**

The regular Board of Directors' meeting reconvened at 7:45 p.m.

In the Executive Session, no decisions or actions were made.

Timestamp: 01:05:43 – 01:06:06

**XIII. POST EXECUTIVE SESSION BUSINESS – Action required**

**B-2 Request Board Approval of the Fire Chief's Contract – President Syring**

**President Syring asked for a motion for Board approval of the Fire Chief's contract. Director Hawes made the motion, and Director Joseph seconded the motion. The motion passed 4/1.**

Timestamp: 01:06:06 – 01:08:00

**XIV. ADJOURNMENT**

The regular Board of Directors' meeting adjourned at 7:48 p.m.

Minutes recorded by Executive Manager Shelby Hopkins and prepared by Administrative Technician Kelly Franzen.

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**President Jim Syring**

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**Sec/Treasurer Jay Cross**

# FIRE CHIEF'S REPORT

APRIL 2024



Timberline Lodge Fire



Sportsman's Breakfast in Sandy



Meldrum Bar Rescue

## Highlights

- Volunteer Recruit Academy 23-02 graduation was April 16. The six-month academy brings to Clackamas Fire 9 suppression, 1 water tender operator/rehab, and 2 support volunteers.
- Clackamas Fire partnered with the Sandy Kiwanis Club to kick off the annual and long-standing event 'Sportsman's Breakfast' in Sandy.
- The transition of cellular phone services from Verizon to FirstNet was completed.
- Levy funds at work. Station 13 is on target to be completed on time with work being about 90% complete.
- Fire Marshal Shawn Olson has been appointed to the Fire Policy Council with the Department of Public Safety Standards and Training (DPSST).
- Fire Chief Browne believes in the significance of the oath and has implemented a new tradition of administering the oath to all employees, instead of solely to uniform personnel.
- Clackamas Fire's Community Paramedic Pilot program is funded by an ARPA grant from Clackamas County to improve medical services to post-COVID and at-risk populations to help reduce the 911 burden on heavy response assets.
- A new service is going to be added to the 911 dispatch center in Clackamas County called Nurse Navigation, giving the public access to medical care while reducing the burden on 911.

## **Notable Events/Calls**

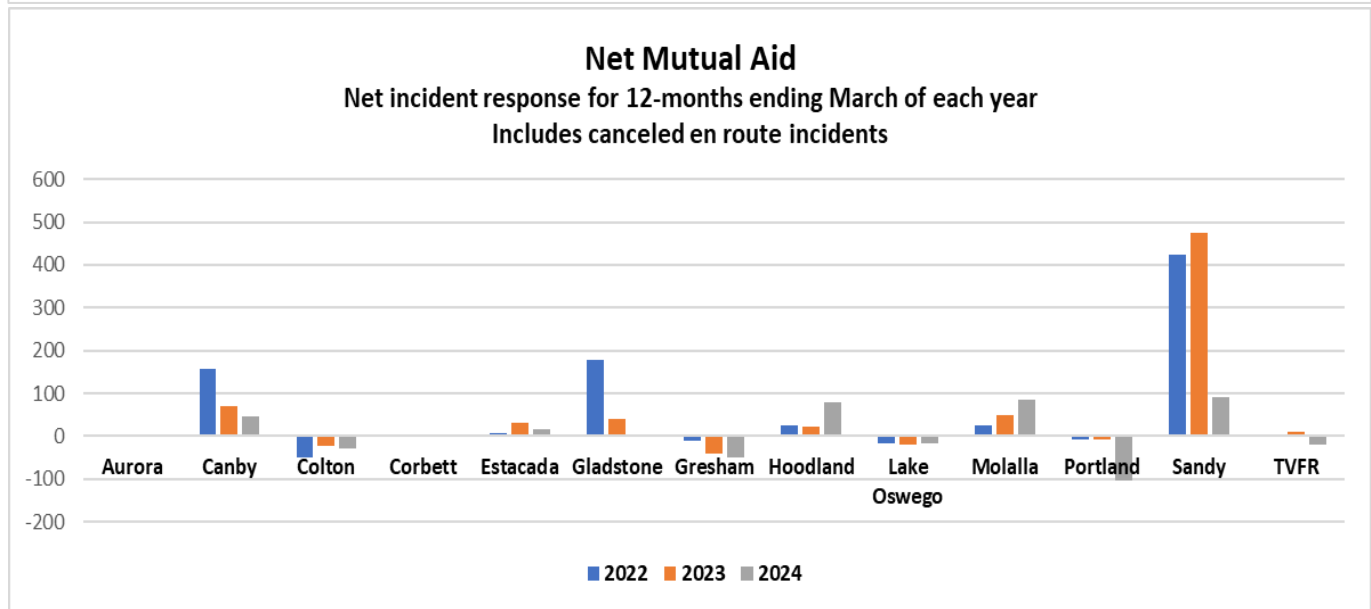
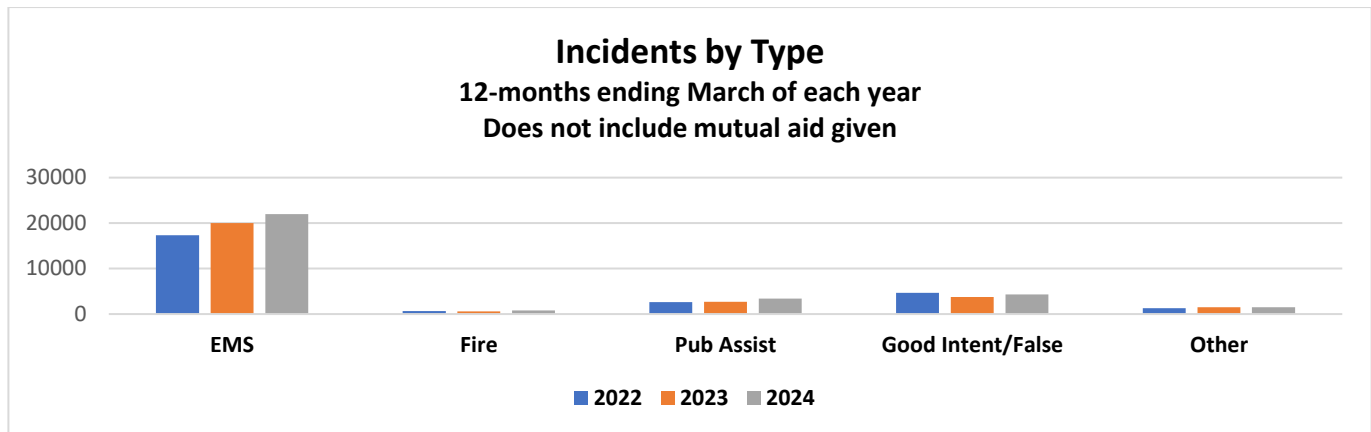
**April 10** Citizen rescued from nearly drowning at Meldrum Bar on the Willamette River. E315 arrived first and within three minutes had the victim out of the water.

**April 19** Clackamas Fire responded to a 3-alarm fire at the historic Timberline Lodge with flames reported in the attic. After a forty-minute drive up the mountain, crews had it under control within a couple hours.



# FIRE CHIEF'S REPORT

APRIL 2024



Average Company Time Committed						
Time: 283 hours and 5 minutes				Percent of Month: 42.59%		
Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training						
Staffing	Response	Risk Reduction	Crew 30	Staff	FF Vols	Support Vols
Allocated	302	11	16	69		
Filled	299	7	16	48	27	21
Academy	11	0			0	0
Volunteer	Training/ Drills	Events	Duty Shifts Station 12	Duty Shifts Station 74	Station 21 (RH321)	Station 2 (RH302)
	7	1	18/30	27/30	9/30	9/30

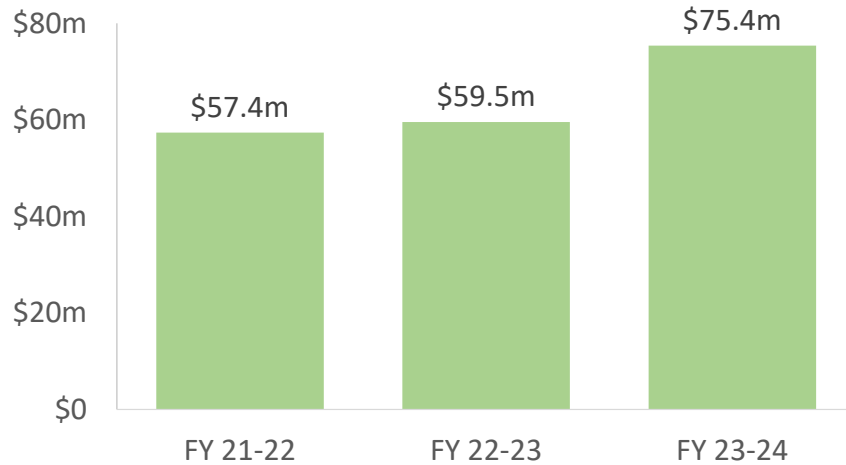


# FINANCIAL REPORT

Period Ending April 30, 2024

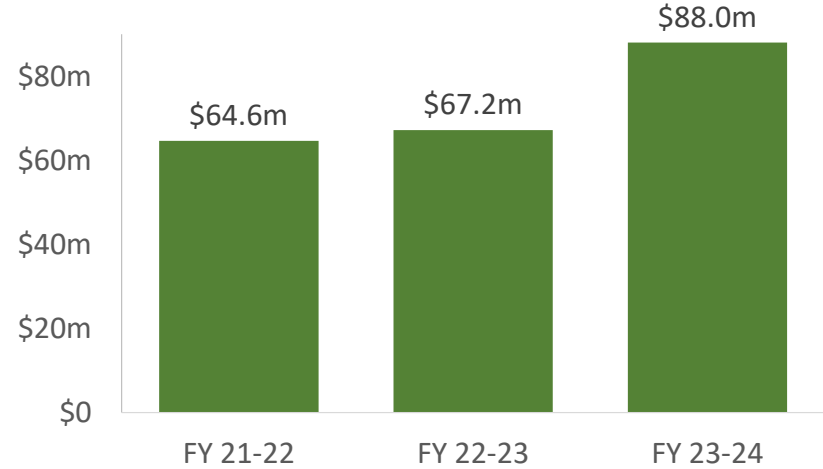
## General Fund Property Tax Revenues

Through April



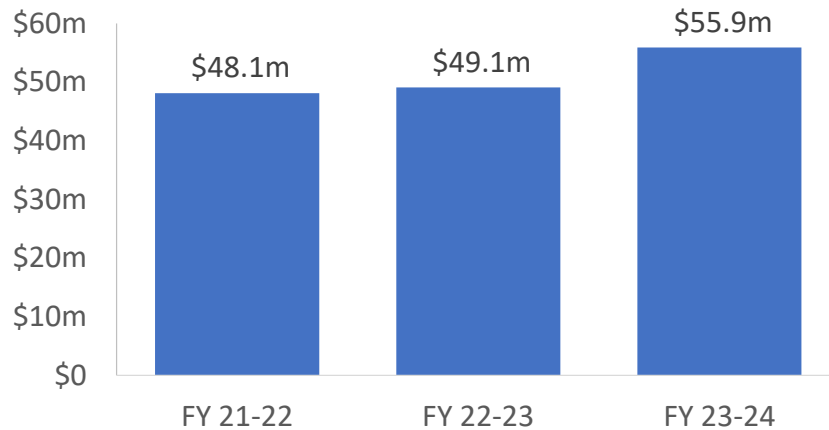
## General Fund Total Revenue

Through April



## General Fund Salary & Benefits

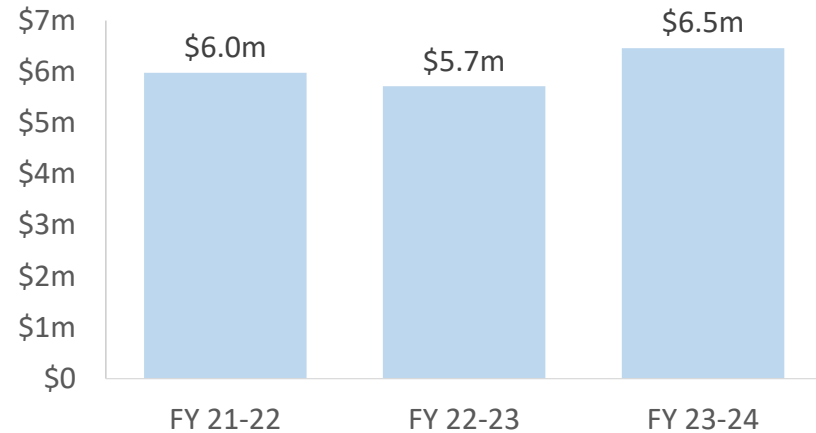
Through April



80.5% of FY budget spent

## General Fund Overtime

Through April



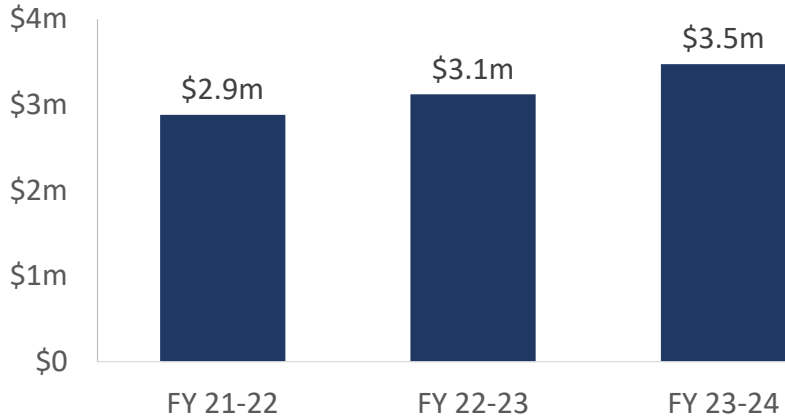
81.3% of FY budget spent



# FINANCIAL REPORT

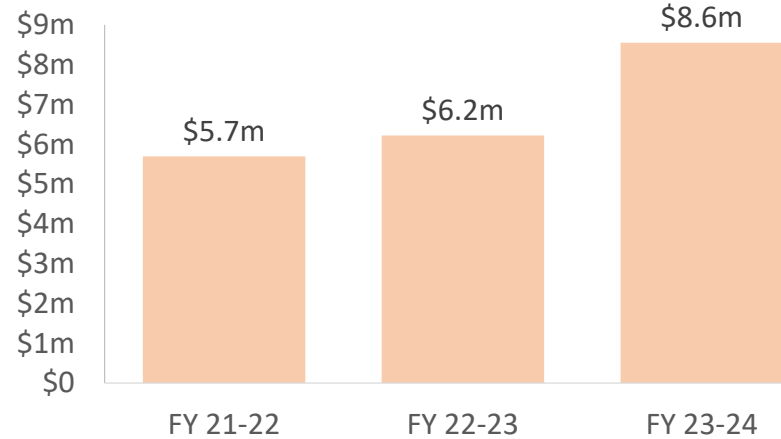
Period Ending April 30, 2024

**General Fund Health Claim Expenses**  
Through April



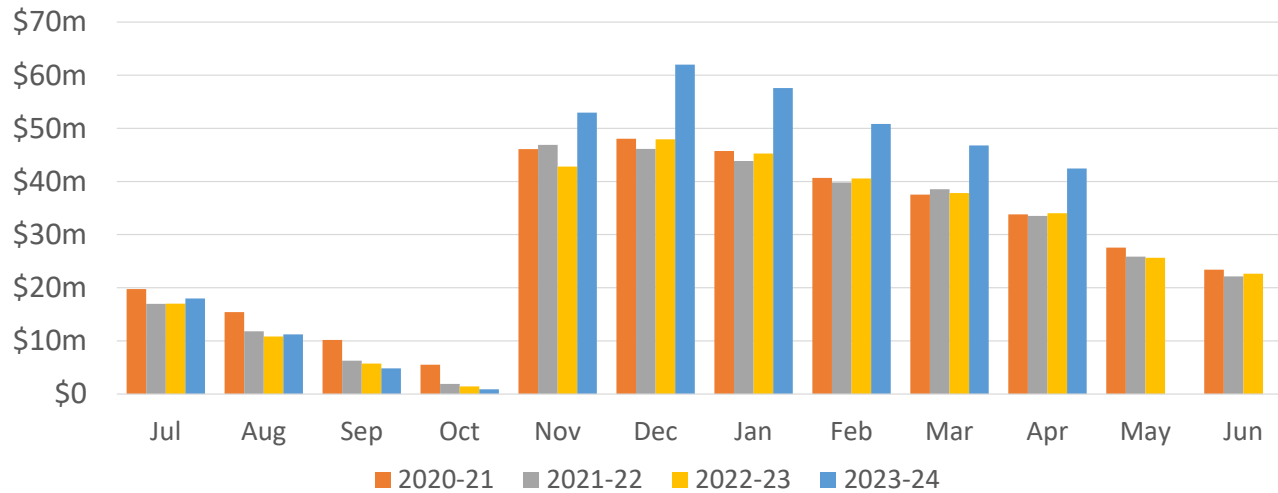
60.1% of FY budget spent

**General Fund Materials and Services**  
Through April



96.1% of FY budget spent

**Month-End Fund Balance, All Funds**





10 - GENERAL FUND

Budget to Actual Report for Period Ending  
April 30, 2024

Clackamas Fire District #1

	<u>Adopted Budget</u>	<u>Actual YTD</u>	<u>% of Budget</u>
Beginning Fund Balance	\$15,800,000	\$16,372,897	103.6%
<i>Revenues</i>			
Tax Revenue	\$77,150,182	\$75,379,870	97.7%
Interest	\$830,000	\$696,140	83.9%
EMS Revenue	\$2,445,136	\$1,511,521	61.8%
Contract Revenue	\$7,356,000	\$7,397,890	100.6%
Conflagration Revenue	\$0	\$1,103,633	-
Grants	\$0	\$42,589	-
Other Revenue	\$1,337,000	\$1,797,328	134.4%
Transfers In	\$70,000	\$70,027	100.0%
Total Revenues	<u>\$89,188,318</u>	<u>\$87,998,998</u>	<u>98.7%</u>
<i>Expenditures</i>			
Fire Chief's Office	\$1,027,450	\$905,916	88.2%
Emergency Services	\$58,963,105	\$49,269,970	83.6%
Business Services	\$18,382,143	\$14,276,641	77.7%
Debt Service	\$2,915,620	\$593,248	20.3%
Transfers Out	\$7,900,000	\$7,900,000	100.0%
Contingency	\$3,229,000	\$0	-
Total Expenditures	<u>\$92,417,318</u>	<u>\$72,945,774</u>	<u>78.9%</u>

# Investment Report

*District holdings as of 4/30/2024*

Investment	Maturity Date	Purchase Price	Coupon Payments	Settlement Value	Net Earnings	Interest Rate
Treasury Bill	5/2/2024	\$2,936,747	\$0	\$3,000,000	\$63,253	5.07%
Treasury Bill	5/23/2024	\$4,874,658	\$0	\$5,000,000	\$125,343	5.11%
FHLB Bond	6/28/2024	\$4,856,704	\$0	\$5,000,000	\$143,296	5.06%
FHLB Bond	7/26/2024	\$4,838,590	\$0	\$5,000,000	\$161,410	5.05%
Treasury Bill	8/1/2024	\$4,390,618	\$0	\$4,500,000	\$109,382	4.93%
Treasury Note	8/31/2024	\$2,944,527	\$56,250	\$3,000,000	\$111,723	5.08%
FHLB Bond	6/13/2025	\$439,510	\$4,700	\$470,000	\$35,190	5.03%
FHLB Bond	6/12/2026	\$381,933	\$53,438	\$375,000	\$46,505	4.70%
FHLB Bond	11/17/2026	\$1,790,559	\$248,363	\$1,790,000	\$247,803	4.64%
		<b>\$27,453,846</b>	<b>\$362,750</b>	<b>\$28,135,000</b>	<b>\$1,043,904</b>	

Local Government Investment Pool (LGIP)

District Balance	\$14,456,482
Interest Rate	5.20%

## CORRESPONDENCE

- C – 1 Social media compilation for April 2024.
- C – 2 Thank you from citizen when T316 (Officer Blake, AO Lahodny, FF Harlan, and FF Grigoryev) responded to a home when the citizen's smoke alarm went off on April 16, 2024 on Barclay Hills Drive in Oregon City.
- C – 3 Thank you from a citizen for "responding to the Mt Hood Lodge fire".

# CORRESPONDENCE

## C-1 Social Media Comments

Thankful for Clackamas Fire and E310 for participating in an Easter egg hunt in Beaver creek, April 1:

The Hamlet of Beaver creek  
Thank you Clackamas Fire for making our Korner Park Easter Egg Hunt so special! The kids loved having you there!

Thankful for E306 and DFM/Capt. Shanklin for the station tour and fire safety talk, April 4:

Thank you for serving our community and for the wonderful tour!! My kiddos appreciated it so much!

My kids loved it!!! Thanks again for all you do!!! ❤️

Thankful for the training cadre for training our tiller truck operator students, April 11:

Great training, keep your skills safe and shape. 🙌

Top fan  
This is great to see what you guys do!! A different perspective:)

Thankful for E315 for rescuing a victim trapped in the water at Meldrum Bar Park, April 15:

Amazing work thank you so much for keeping our community safe! We are so lucky to have you!! 🙏🙏🙏🙏🙏🙏🙏🙏🙏

Thankful to crews and neighboring agencies for their response to the Timberline Lodge fire, April 19:

Great news!!! Thank you for all you did to save a huge piece of local history.

Rising fan  
Thank you all for getting there quickly and putting it out. Timberline Lodge is an important Oregon landmark that is loved by many. Your efforts are greatly appreciated!

Top fan  
Again, great job to all of you firefighters 🚒 you saved an historic landmark and treasure to us all! 🏡

A huge thank you to all the firefighters and employees of the Lodge who worked hard and in a difficult situation with gusty winds of 20 to 30 mph, ice and deep snow around the lodge! Bless you all!

Thankful for Chief Browne's leadership in swearing-in non-uniform personnel, April 23:

This is awesome! Way to lead!

Thursday, April 18, 2024

## Compliments or Concerns

### Compliments or Concerns Form

**Name**

Bruce Kasnias

**Phone Number**

(503) 650-8265

**Email**

bophayley@comcast.net

**Address**13456 Barclay Hills Dr  
Oregon City, Oregon, 97045-2842**Do wish you to share a compliment or concern?** Compliment**Date of Occurrence**

Tuesday, April 16, 2024

**Location of Occurrence**13456 Barclay Hills Drive  
Oregon City 97045**We're happy to receive your compliment! Tell us about it**

Smoke Alarm went off. Could see a light haze of smoke but could not locate the source. Called the non emergency number, and asked for someone to come out and look it over. Was I surprised in a matter of moments a long ladder truck with a complete crew was at my house. My wife and I have always been proud of the brave men, and women on the police force, and fire departments across this country. The crew that came to my house, was very respectful, knowledgeable, and courteous. They were simply the best, and Oregon City is lucky to have them.



Dear CLACKAMAS Co. fire DEPT my name  
is Jesse WEBER i would like to give  
your Co. a huge Thank you for Responding  
to The mt. hood Lodge fire Thank you for  
Being there i give you a 10 on a scale  
of 1 To 10

from

Jesse WEBER

CLACKMAS

FLREDELT

GRENTNES

OF THEE

JOIE

Made By  
JCH w/bet

## INFORMATIONAL ITEMS

- I – 1 KOIN NEWS, April 8, 2024 “Early morning house fire engulfs Happy Valley home” <https://www.koin.com/local/clackamas-county/early-morning-house-fire-engulfs-happy-valley-home/>
- I – 2 Flash Alert, April 17, 2024 “Increased firefighter staffing saved a man’s life” (photo)
- I – 3 FOX NEWS April 17, 2024 “County closes Mt. Hood Center in Boring for code violations, sues venue for public nuisance” <https://www.kptv.com/2024/04/17/county-closes-mt-hood-center-boring-code-violations-sues-venue-public-nuisance/>
- I – 4 KOIN NEWS, April 17, 2024 “Clackamas County forces event center in Boring to shut down after alleged code violations” <https://www.koin.com/news/oregon/clackamas-county-forces-event-center-in-boring-to-shut-down-after-alleged-code-violations/>
- I – 5 Flash Alert, April 18, 2024 “Historic Timberline Lodge Facing Fire” (Photo)
- I – 6 PEOPLE, April 18, 2024 “The Shining Hotel Fire 'Under Control' After Blaze Breaks Out in 'Roof and Part of the Attic'” <https://people.com/the-shining-hotel-timberline-lodge-fire-oregon-8635946>
- I – 7 NY POST, April 18, 2024 “Fire breaks out at iconic Oregon hotel featured in ‘The Shining’” <https://nypost.com/2024/04/19/us-news/fire-breaks-out-at-oregons-timberline-lodge-backdrop-of-the-shining-hotel/>
- I – 8 ASSOC PRESS, April, 19, 2024 “Timberline Lodge damaged in fire on Mt. Hood, Oregon” <https://apnews.com/video/fires-oregon-national-national-a04fcef892e8433f898f8a4bb6d9d510>
- I – 9 ASSOC PRESS, April 19, 2024 “Firefighters douse a blaze at a historic Oregon hotel famously featured in ‘The Shining’” <https://apnews.com/article/shining-timberline-lodge-fire-oregon-kubric-ff22e7ae3ab5a4079fc2b9011dfc064e>
- I – 10 SEATTLE TIMES, April 19, 2024 Timberline Lodge fire in Oregon prompts evacuation” <https://www.seattletimes.com/nation-world/timberline-lodge-fire-in-oregon-prompts-evacuation/>
- I – 11 KATU NEWS, April 19, 2024 “Firefighters battle three-alarm fire at historic Timberline Lodge” <https://katu.com/news/local/firefighters-responding-to-timberline-lodge>
- I – 12 Flash Alert, April 19, 2024 “Historic Timberline Lodge Update” (photo)
- I – 13 ASSOC PRESS, April 20, 2024 “Oregon lodge famously featured in ‘The Shining’ will reopen to guests after fire forced evacuations” <https://apnews.com/article/shining-timberline-lodge-fire-oregon-7269bb2b3de02d9553e6e141c34bf583>



## INCREASED FIREFIGHTER STAFFING SAVED A MAN'S LIFE (PHOTO)

News Release from **Clackamas Fire District**

*Posted on FlashAlert: April 17th, 2024 4:23 PM*

Downloadable file: [Meldrum Bar Water Rescue\\_003](#)

Downloadable file: [Meldrum Bar Water Rescue\\_002](#)

Downloadable file: [Meldrum Bar Water Rescue\\_001](#)

The swift action of firefighters saved the life of a man who was close to drowning in the Willamette River, near Meldrum Bar Park.

On Wednesday, April 10, 2024, firefighters were dispatched to an initial report of a male trapped inside a vehicle that was in the river, and reportedly had exited the submerging vehicle and was in distress. Arriving first on scene, firefighters quickly put on their personal floatation devices and identified a male struggling in the water. Due to the immediate threat to the male's safety, two firefighters jumped in to prevent him from drowning.

During the rescue efforts of the two firefighters in the water, the other two firefighters took throw bags to the nearest shore. The ropes from the throw bags landed right over the top of the three of them and the two firefighters on the shore were able to pull the rescuers and the male to safety. Upon their arrival on-scene, firefighters located and pulled the victim out of the water in 2 minutes and 44 seconds.

Once out of the water, the male was treated and transported by American Medical Response to an area hospital.

Battalion Chief Greg Holland said, "If the crew from Engine 315 had not done what they did [performed a high-risk rescue], the male would have drowned. He was out of time, out of breath, and out of energy to keep going."

Clackamas Fire District would like to thank the community for their ongoing support of the Emergency Services Levy. As part of the year one plan, firefighters from Station 15 in Oregon City received an increase in firefighter staffing, along with four other fire stations across the Fire District. This increase in staffing improves response capabilities that ultimately saved this man's life.

The photos are courtesy of the Clackamas County Sheriff's Office Drone Unit.

###

### **Contact Info:**

Public Information Officer Izak Hamilton, Pager: (503)294-3555, Email: [cfdpio@clackamasfire.com](mailto:cfdpio@clackamasfire.com)



## HISTORIC TIMBERLINE LODGE FACING FIRE (PHOTO)

News Release from **Clackamas Fire District**

*Posted on FlashAlert: April 18th, 2024 11:00 PM*

Downloadable file: [Timberline](#)

At approximately 9:30pm, reports started pouring in that the attic of the historic Timberline lodge was on fire. Fire crews from Hoodland Fire, Clackamas Fire, Gresham Fire and Estacada fire are on scene to help protect the Lodge.

Currently, firefighters have a good knock down on the fire and are doing everything they can to preserve the historic assets that exist here.

After an initial search, crews found that everybody had made it outside and were safe.

Employees of the lodge discovered the fire and called it in.

Hoodland Fire's Chief Scott Kline is thankful for all the assistance.

More details to come.

**Contact Info:**

Public Information Officer, Izak Hamilton, Pager: (503)294-3555, Email:

[cfdpio@clackamasfire.com](mailto:cfdpio@clackamasfire.com)



## UPDATE: TIMBERLINE LODGE FIRE UNDER INVESTIGATION (PHOTO)

News Release from **Clackamas Fire District**

*Posted on FlashAlert: April 19th, 2024 2:05 AM*

Downloadable file: [Timberline](#)

Downloadable file: [Timberline](#)

The fire that happened on the evening of April 18, at the Timberline lodge has been extinguished. Investigators from the ATF and US Forest Service are on scene working to determine a cause. The lodge and the ski area will both be closed tomorrow, April 19th, while the damage is assessed.

### **Contact Info:**

Public Information Officer, Pager: (503)294-3555, Email: [cfpio@clackamasfire.com](mailto:cfpio@clackamasfire.com)