

Clackamas Fire District #1

Board Meeting Briefing Packet

January 27, 2025



CLACKAMAS FIRE DISTRICT

Here for you

Board of Directors Meeting JANUARY 27, 2025

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 DECEMBER 16, 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. INTRODUCTION NEW HIRE POSITIONS
 - **I-1** Facilities Maintenance Technician Seth Mrowka
 - **I-2 Health and Wellness Specialist** Heart Williams
- VII. PRESENTATION OPERATION SANTA Division Chief Doug Whiteley
- VIII. BUSINESS Action required
 - B-1 Annual Meeting of the Member of The Clackamas Emergency Services
 Foundation Request Approval of Budget 2025 Vice President Don Trotter (packet pg. 7)
- IX. OTHER BUSINESS No action required
 - **OB-1** Board Committee/Liaison Reports

Civil Service Commission – Director Hawes Executive Committee – President Hawes/Director Cross Interagency Committee – Director Joseph/Director Syring

OB-2 Board Informational Updates/Comments

X. INFORMATIONAL ONLY

A. Division/Department Reports

- R-1a Office of the Fire Chief Fire Chief Nick Browne (packet pg. 9)
- 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. 11)
- 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. 16)
- C. Informational Items (packet pg. 17)
- D. Next Meeting

The next Board of Directors' meeting will be on Monday, February 24, 2025, 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).

- X. REGULAR MEETING RECESSED
- XI. EXECUTIVE SESSION CALLED TO ORDER UNDER ORS 192.660 (2)(d) TO DISCUSS LABOR CONTRACT NEGOTIATIONS
- XII. REGULAR MEETING RECONVENED
- XIII. ADJOURNMENT



CLACKAMAS FIRE DISTRICT

Here for you

REGULAR BOARD OF DIRECTORS MEETING MINUTES DECEMBER 16, 2024

ATTENDANCE

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

Mike Bauer, Nick Browne, Steve Deters, Andrew Gordian, Shelby Hopkins, Joe Johanesen, Rick Huffman, Dan Mulick, Brent Olson, Kyle Olson, Brian Stewart, Mark Whitaker

Other community members may have been in attendance. The full video conferencing attendance can be provided upon request.

I. CALL TO ORDER PER ORS 192.610 TO 192.690

ORS 192.650 – The meeting is being recorded.

President Hawes called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. CHANGES TO AGENDA

Chief Browne announced two changes to the agenda.

- 1) Added a presentation from the Volunteer Association following approval of the board minutes.
- 2) Added a request for board approval for LOSAP in-service emergency distribution for a vested active volunteer.

Timestamp: 03:40 - 04:30

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

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

Timestamp: 04:30 - 04:47

V. PRESENTATION - VOLUNTEER ASSOCIATION DONATION - Volunteer President Joe Johanesen

VP Johanesen gave an overview of the recipient's storyline, and a donation was awarded to the recipient.

Timestamp: 04:47-07:55

VI. PUBLIC COMMENT (The President will call for statements from citizens regarding District business, not to exceed three minutes per person.) Patrick Dunne spoke on behalf of CFD and Local 1159.

Timestamp: 07:55 - 11:58

VII. PRESENTATION – INSURANCE RENEWAL WITH SDIS – Agent of Record Jeff Griffin with Wilson-Heirgood Associates

Jeff Griffin with Wilson-Heirgood Associates gave a presentation on the heartbeat of the insurance industry and the Fire District's insurance with SDIS.

Timestamp: 11:58 - 28:23

VIII. BUSINESS - Action required

B-1 Request Board Approval of Insurance Renewal with SDIS – Chief Financial Officer Mark Whitaker

CFO Whitaker stated that the policy was within the budget and would cover the calendar year 2025.

President Hawes asked for a motion for the Board to approve the Insurance Renewal with SDIS. Director Cross made a motion, and Director Joseph seconded the motion. The motion passed 5/0.

Timestamp: 28:23 – 29:46

B-2 Request Board Approval for LOSAP In-Service Emergency Distribution for Vested, Active Volunteer – Volunteer Coordinator Ryan Kragero

VC Kragero asked the Board to approve a distribution of \$6,000 to a volunteer in good standing for medical reasons under the LOSAP policy.

President Hawes asked for a motion for the Board to approve a LOSAP in-service emergency distribution for a vested and active Volunteer. Director Wall made a motion, and Director Cross seconded the motion. The motion passed 5/0.

Timestamp: 29:46 - 34:43

B-3 Request Board Approval for LOSAP In-Service Emergency Distribution for Vested, Active Volunteer – Volunteer Coordinator Ryan Kragero

VC Kragero asked the Board to approve a distribution of \$2,400 to a volunteer in good standing for emergency medical expenses under the LOSAP policy.

<u>President Hawes asked for a motion for the Board to approve a LOSAP in-service emergency distribution for a vested and active Volunteer. Director Cross made a motion, and Director Wall seconded the motion. The motion passed 5/0.</u>

Timestamp: 34:43 - 35:43

IX. OTHER BUSINESS – No action required

OB-1 Board Committee/Liaison Reports

No reports.

Timestamp: 35:43 - 36:05

OB-2 Board Informational Updates/Comments

No reports.

Timestamp: 36:05 - 36:17

X. 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: 36:17 - 38:16

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

AC Stewart shared an update from the Office of Strategic Services.

Timestamp: 38:16 - 42:03

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

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

Timestamp: 42:03 - 43:53

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

CFO Whitaker shared an update from the Office of Financial Services.

Timestamp: 43.53 - 46.58

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

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

Timestamp: 46:58 - 50:14

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

VP Gordian shared an update from Clackamas County Local 1159.

Timestamp: 50:14 - 52:12

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

Volunteer President Joe Johanesen shared an update from the Volunteer Association.

	Timestamp: 52:12 – 54:55
	B. Correspondence As noted.
	Timestamp: 54:55 – 55:13
	C. Informational Items None.
	Timestamp: 55:13 – 55:19
	D. Next Meeting The next Board of Directors' meeting will be on Monday, January 27, 2025, 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).
XI.	REGULAR MEETING RECESSED The regular meeting recessed at 5:54 p.m.
XII.	EXECUTIVE SESSION CALLED TO ORDER UNDER 192.660(2)(a) TO DISCUSS A PERSONNEL MATTER and ORS 192.660 (2)(d) LABOR CONTRACT NEGOTIATIONS An executive meeting was called to order at 6:04 p.m.
XIII.	REGULAR MEETING RECONVENED The regular meeting reconvened at 6:54 p.m.
XIV.	ADJOURNMENT The regular Board of Directors' meeting adjourned at 6:55 p.m.
Minute Kelly F	s recorded by Executive Manager Shelby Hopkins and prepared by Administrative Technician ranzen.

President Chris Hawes

Sec/Treasurer Thomas Joseph

Clackamas Emergency Services Foundation

Memo

To: Clackamas Fire District #1 Board of Directors

From: Jerry Kearney (President), Don Trotter (Vice President) and Ron Gladney

(Secretary/Treasurer)

Date: January 27, 2025

Re: Meeting of the Member – Request for approval of proposed 2025 Budget

Action Requested

Request Clackamas Fire District #1 Board of Directors (Board) approval of the proposed 2025 budget for the Clackamas Emergency Services Foundation.

Background

The sole member of the Clackamas Emergency Services Foundation (Foundation) is the Board. The member has "the sole and exclusive right to approve annual operating, cash, and capital budgets," per the Foundation bylaws.

The proposed budget was presented to the Foundation Board of Trustees at a special meeting on January 9, 2025.

Recommendation

Request the Board approve the proposed 2025 annual operating budget, attached, for the Clackamas Emergency Services Foundation.

CESF Revenue:	2025 Budget	2024 Budget	2024 Actual YTD Jan Sept.	2023 Budget	2023 Actual
Fundraising Activities	5,200.00	0.00	0.00	90,000.00	51,945.24
Payroll Contributions	13,000.00	13,000.00	10,543.50	12,000.00	12,691.44
Operation Santa	2,000.00	6,000.00	860.00	5,000.00	4,897.91
General Donations	4,000.00	6,000.00	3,477.41	15,000.00	3,674.91
Family Trust Grant In-Kind Donation	0.00	0.00	100,000.00	•	209,972.00
Interest Income Total	20,000.00	15,000.00	16,328.69	3,000.00	8,680.31
Misc. Income	500.00	0.00	500.00	•	0.00
Funds Transfer	35,000.00				
Total Revenue	79,700.00	40,000.00	131,709.60	125,000.00	291,861.81
Expenses:					
Fundraising Expenses	2,000.00	0.00	0.00	25,000.00	28,733.81
Operating Expenses:					
Credit Card Fees	0.00	0.00	0.00	0.00	0.00
Bank Service Charges	25.00	50.00	3.00	35.00	18.60
Other Operating Expenses	1,200.00	1,500.00	1,122.12	1,500.00	288.43
Professional Fees Total	15,000.00	15,000.00	8,445.14	15,000.00	10,546.91
Accounting/Christina \$5k					
Admin/Rachel \$10k					
Website	2,800.00	0.00	2,205.00	0.00	0.00
Web Management/Design/Build \$2.5k					
Licenses & Permitsk \$300					
Print & Photocopy	175.00	150.00	0.00	0.00	0.00
Advertising/Promotion	1,000.00	150.00	0.00	150.00	0.00
Booth Supplies \$1k					
Foundation Mission Expenses:	0.000.00	6 000 00	2 000 00	C 000 00	4 250 00
Scholarships AED Grants	8,000.00 2,000.00	6,000.00 6,000.00	2,000.00 950.00	6,000.00 5,000.00	4,250.00 4,550.00
	2,000.00 19,500.00	30,000.00	16,495.96	30,600.00	10,442.19
Community Emergency Assistance Operation Santa Claus	8,000.00	12,000.00	4,216.59	8,000.00	4,238.31
Community Support	20,000.00	20,000.00	17,700.00	20,000.00	7,800.00
community support	20,000.00	20,000.00	17,700.00	20,000.00	7,800.00
Total Expenses	79,700.00	90,850.00	53,137.81	111,285.00	70,868.25
NET	\$0.00	-\$50,850.00	\$78,571.79	\$13,715.00	\$220,993.56

FIRE CHIEF'S REPORT

DECEMBER 2025



15 Recruit Firefighters get sworn in



Highlights

- The graduation of Academy 24-02 was December 19 with 15 New Recruit Firefighters. The swearing in was held at the Abernethy Center and included several promotional employees and new hires also being sworn in.
- Newly promoted BC Guttman inherits the tradition of delivering hams to his battalions on the holidays.
- Five drop off locations and parades concluded the 2024 Operation Santa festivities in December. This annual event celebrated its 50th year.

BC Guttman inherits a tradition



50th Annual Operation Santa Event

Notable Events/Calls

12/01/24 Apartment Fire

Initially dispatched as a residential fire, later information from CCOM reported it was an apartment complex. BC303 upgraded it to a commercial fire. The fire was confined to one room in the basement and was under control fairly quickly. M316 quickly reached the victim, who had made their way out of the building, and the person was transported via AMR within 5 minutes.

12/11/24 Commercial Fire on Jennifer Street

Crews battled a warehouse fire where pallets of old vehicle batteries caught on fire. Flames on the edge of the pallets were quickly extinguished, but the fire in the middle continued to burn and was difficult to access. With the help of a skid steer and excavator, pallets were pulled away and crews were able to fully extinguish the fire. One of the challenges of this fire was after it was contaminated and dealing with the acidity of the post extinguishment water. Crews focused early on the containment of the run-off and keeping it from entering the stormwater system. Clean Harbors was brought in by the building owner post fire to help with mitigation of the acidic water.

12/27/24 Residential Fire on Oak Grove Blvd

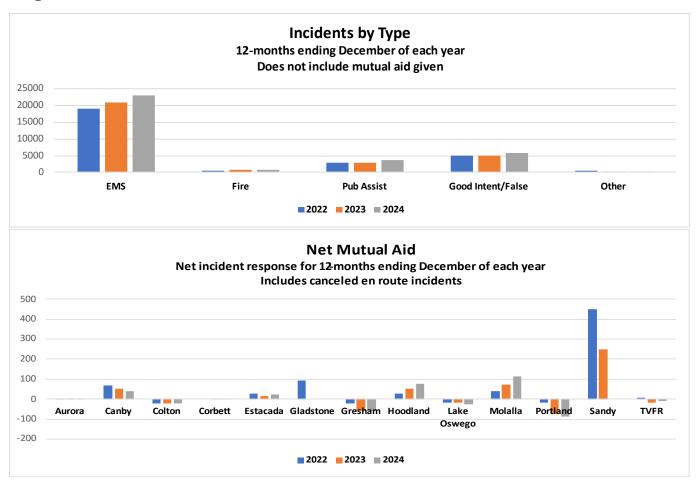
Crews engaged a residential fire coupled with heavy rain, increased winds, and hoarding conditions. The residence was on a flag lot which limited access. Fire was under control in 12 minutes. The single resident had already selfextricated with no injuries.

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FIRE CHIEF'S REPORT

DECEMBER 2025

Organizational Data



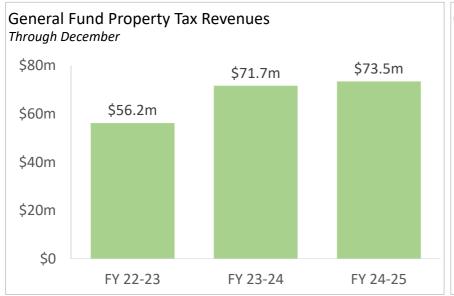
Average Company Time Committed						
Time: 298 hou	rs and 55 minute	Percent of Month: 43.39%				
Includes Preparation	Includes Preparation and Response: Incidents, Apparatus/Equipment Checks, Physical Fitness, Training					
Volunteers	Training/ Drills	Events	Duty Shifts Station 74	Station 21 (RH321)	Station 2 (RH302)	
40	0	10	25/30	6/31	3/31	

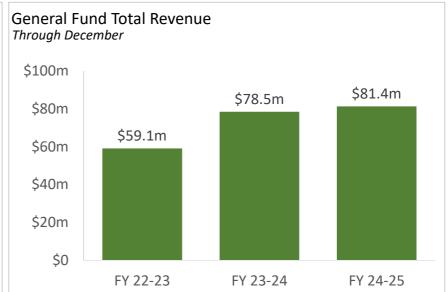
	Local 1159	Non Rep.	<u>Total</u>	Ratio: Between 3-7 Optimum 5
Support Services	18	51	69	1 Support Staff to 5.17 Employees
ine Positions	282	0	282	
Community Medic+ Crew 30	4	2	6	
otal Employees			357	
	Current #	%Workforce		
Day Chiefs~Support	11	3%		
CFO/HSC/SSO/Exec. Man	4	1%		
Managers/CRO	5	1%		
Captains	7	2%		
Total	27	8%		

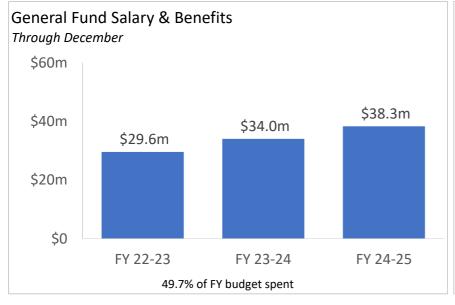


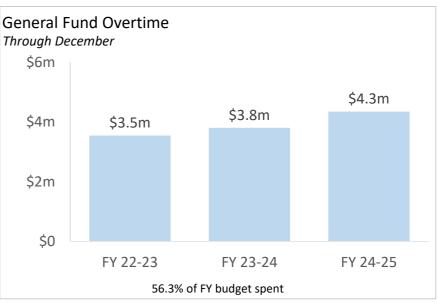
FINANCIAL REPORT

Period Ending December 31, 2024





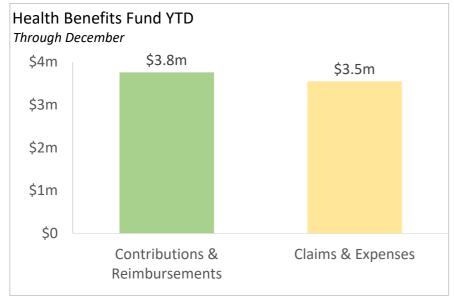


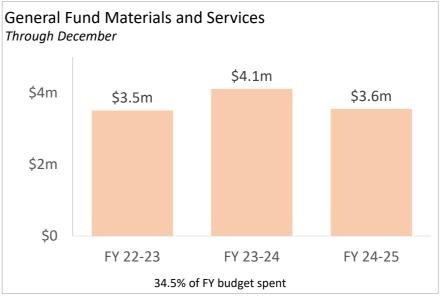


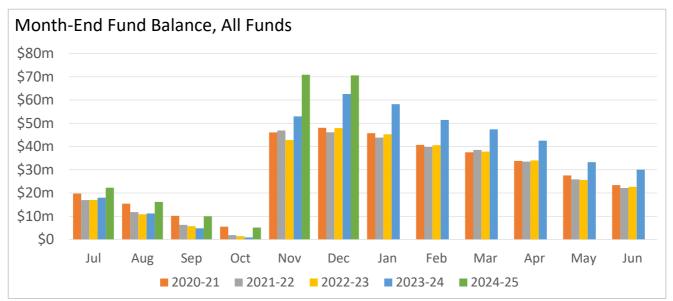


FINANCIAL REPORT

Period Ending December 31, 2024









10 - GENERAL FUND

Budget to Actual Report for Period Ending December 31, 2024

Clackamas Fire

	Adopted Budget	Revised Budget	Actual YTD	% of Budget
Beginning Fund Balance	Beginning Fund Balance \$16,570,000		\$18,424,546	100.0%
Revenues				
Tax Revenue	\$80,986,444	\$80,986,444	\$73,455,076	90.7%
Interest	\$1,267,400	\$1,267,400	\$566,694	44.7%
EMS Revenue	\$2,309,000	\$2,309,000	\$810,712	35.1%
Contract Revenue	\$7,662,400	\$7,662,400	\$3,886,304	50.7%
Conflagration Revenue	\$0	\$0	\$2,310,117	-
Grants	\$0	\$0	\$0	-
Other Revenue	\$2,085,400	\$731,500	\$333,589	45.6%
Transfers In	\$364,000	\$364,000	\$0	0.0%
Total Revenues	\$94,674,644	\$93,320,744	\$81,362,493	85.9%
Expenditures				
Fire Chief's Office	\$1,139,860	\$1,139,860	\$503,955	44.2%
Emergency Services	\$64,185,013	\$64,185,013	\$34,194,108	53.3%
Business Services	\$22,034,371	\$20,019,171	\$7,194,854	35.9%
Debt Service	\$3,015,400	\$3,015,400	\$507,707	16.8%
Transfers Out	\$4,300,000	\$6,350,000	\$2,050,000	32.3%
Contingency	\$3,615,000	\$3,615,000	\$0	0.0%
Total Expenditures	\$98,289,644	\$98,324,444	\$44,450,624	45.2%



30 - CAPITAL REPLACEMENT FUND

Budget to Actual Report for Period Ending December 31, 2024

Clackamas Fire

	Adopted Budget	Revised Budget	Actual YTD	% of Budget
Beginning Fund Balance	\$11,009,700	\$10,351,648 \$10,351,648		100.0%
Revenues				
Investment Interest	\$380,000	\$380,000	\$272,634	71.7%
Sale of Surplus	\$0	\$0	\$89,515	-
Transfers In	\$4,300,000	\$4,300,000	\$0	0.0%
Total Revenues	\$4,680,000	\$4,680,000	\$362,149	7.7%
Expenditures				
Wellness	\$29,800	\$29,800	\$25,727	86.3%
Fleet Services	\$4,845,392	\$4,845,392	\$820,347	16.9%
Communications	\$32,200	\$32,200	\$16,726	51.9%
Information Technology	\$167,500	\$167,500	\$47,635	28.4%
Operations	\$295,300	\$295,300	\$102,406	34.7%
Facilities	\$4,515,500	\$4,515,500	\$498,258	11.0%
Logistics	\$235,000	\$235,000	\$115,017	48.9%
Emerg Medical Services	\$19,200	\$19,200	\$18,998	98.9%
Debt Service	\$528,100	\$528,100	\$0	0.0%
Total Expenditures	\$10,667,992	\$10,667,992	\$1,645,114	15.4%

Investment Report

District holdings as of 12/31/2024

	Maturity	Purchase	Coupon	Settlement	Net	Interest
Investment	Date	Price	Payments	Value	Earnings	Rate
US Treasury Bill	5/15/2025	\$4,904,368	\$0	\$5,000,000	\$95,633	4.15%
US Treasury Bill	6/12/2025	\$7,336,964	\$0	\$7,500,000	\$163,036	4.06%
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%
		\$14,853,333	\$306,500	\$15,135,000	\$588,167	

Local Government Investment Pool (LGIP)

District Balance \$54,145,960 Interest Rate 4.70%

CORRESPONDENCE

C-1 Social Media Comments

Thankful to Clackamas Fire for the Operation Santa program and the parades, Dec. posts:

Thankful to Clackamas Fire for the Operation Santa program and the parades, Dec. posts.
Thank you so much for hosting this event. We had a great time once again watching you drive by. We have turned your Clackamas night into a night with friends and families. We know one day our kiddos won't want to run out as teenagers but we adults sure will for years to come! Thanks again!!
This is a holiday tradition we look forward to every year! We are now on our fourth generation enjoying this special night. Thank you for all you do everyday, but also for this wonderful parade!
Sandy's grinch · Following Enjoy your parades, you overly festive folks! And try not to sing too loud—I'm allergic.
Thanks, crew, it was great to see you again this year. Thanks for all you do!
Thanks for all your hard work Chief Whitely!
Thank you to all the staff and volunteers for braving the weather to greet the community members donating food and toys! We appreciate you!
Thankful to the crews who responded to a commercial fire in Oregon City, Dec. 1:
Got to see the firefighters in action from my work. They got everyone evacuated and the fire put out very quickly.
Thanks for the update and your service to the community
Thankful to the crews who responded to the commercial fire on Jennifer St., Dec. 11:
· Dec 11, 2024 · · · · · Great job ladies and gentlemen who responded to this fire. Everyone did a outstanding job
Thankful for Clackamas Fire and the levy for the graduation of 15 firefighters from the academy, Dec. 19:
God bless each and every one of you! Thank you for your dedication!
congratulations to all of you! I know you're all going to be awesome!
Thankful for the crews who responded to a vehicle accident in Barton, near Bakers Ferry Rd., Dec. 27:
Praying for the crews and all involved 人

INFORMATIONAL ITEMS

- I 1 OREGONIAN December 1, 2024, "Firefighters respond to Oregon City basement explosion that injured one"
 https://www.oregonlive.com/portland/2024/12/firefighters-respond-to-oregon-city-basement-explosion-that-injured-one.html
- I 2 KOIN NEWS December 1, 2024, "Oregon City house fire caused by explosion leaves one hospitalized" https://www.koin.com/local/clackamas-county/oregon-city-house-fire-caused-by-explosion-leaves-one-hospitalized/
- I 3 KATU NEWS December 1, 2024, "Explosion injures one at Oregon City residence; investigation underway" https://katu.com/news/local/explosion-injures-one-at-oregon-city-residence-investigation-underway-7th-street-monroe-jefferson
- I 4 FOX NEWS December 1, 2024, "Man injured in explosion at historic Oregon City house" https://www.kptv.com/2024/12/01/man-injured-explosion-historic-oregon-city-house/
- I 5 KOIN NEWS December 10, 2024, "Situation 'resolved' at Camp Withycombe in ClackCo" https://www.koin.com/local/clackamas-county/police-activity-camp-withycombe-happy-valley/
- I 6 MILW REVIEW December 10, 2024, "Featured Spotlight Update: Armed guardsman surrenders, Camp Withycombe barricade situation resolved with no injuries" https://www.milwaukiereview.com/news/update-camp-withycombe-barricade-situation-resolved-with-no-injuries/article_57f7d406-b73c-11ef-be8c-9bece171c225.html
- I 7 FOX NEWS December 11, 2024, "Fire Caused by Old Car Batteries" https://www.kptv.com/2024/12/11/crews-battle-two-alarm-fire-warehouse-clackamas/
- I 8 KGW NEWS December 11, 2024, "Car battery fire breaks out inside warehouse in Clackamas" https://www.kgw.com/article/news/local/warehouse-fire-batteries-clackamas/283-5e4ee90d-313b-42a4-8563-8e1bb7531495
- I 9 Flash Alert, December 11, 2024 "Clackamas Fire Prepares to Wrap up 50th Anniversary Parades and Collection Events!" (Photo)

Subject: Clackamas Fire prepares to wrap up 50th Anniversary parades and collection events!! (Photo)

Date: Wednesday, December 11, 2024 6:58:32 PM

Attachments: thumb Clackamas Fire District transparent-black UPDATED.png

Importance: High

CLACKAMAS FIRE PREPARES TO WRAP UP 50TH ANNIVERSARY PARADES AND COLLECTION EVENTS!! (PHOTO)



News Release from Clackamas Fire District Posted on FlashAlert: December 11th, 2024 6:57 PM

Downloadable file: Ops Santa

As the holiday season is in full swing, Clackamas Fire is excited to reach out to our community with two more neighborhood parades and three more donation drop-off events.

Over the years Operation Santa events have successfully provided toys and non-perishable food for members within our communities. The donations are disbursed locally, and the outpouring of generosity is not to be ignored. We are thankful to those who have given to Operation Santa. Your kindness and the joy being spread is immeasurable.

We would like to highlight a few more events that you can be a part of. There are two parades you can attend:

- -December 12 in Milwaukie
- -December 13 in Sandy

There are also three more donation drop-off events:

- -December 14 at the Sandy Fire Station 71
- -December 14 at the Boring Fire Station 14
- -December 15 at the Milwaukie Farmer's Market parking lot

For more information and exact times and locations, please visit the link: <u>2024 Operation</u> Santa Claus - Clackamas Fire District

*Media is invited to attend any of the above-mentioned events. Please contact the Public Information Officer.

Contact Info:

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