



**Notice of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
October 20, 2026 – 9 a.m.**

Zoom Link: <https://us06web.zoom.us/j/85320730085?pwd=5vDeMwHQtuIXpgtVv5RneOFU0VjAnx.1>

1. Open Regular Meeting
2. Changes to the Agenda
3. Receive Public Comment
4. Receive Line Staff Comments
5. Firehouse Family Update – Association Leadership
6. Oath of Office – Toby Weiss
7. Consent agenda
 - a. Administrative Summary
 - b. Minutes of the September 15, 2026 Regular Meeting
 - c. Minutes of September 22, 2026 Special Meeting with Executive Session
 - d. Minutes of the September 30, 2026 Special Meeting/Work Session
 - e. Financial Dashboard
 - f. Bank statements and reconciliations
 - g. Operating fund summaries
 - h. Balance sheets
 - i. Check register
 - j. Adjusting Journal Entries
 - k. Ambulance Receivables
 - l. Engine Response Report
 - m. Updates to Old Business
 - i. Update on IOB billing policy
 - ii. Camp Sherman Shared Well Agreement
 - iii. Ambulance Rates Review
 - iv. Grants Status
8. Correspondence
 - a. Card from Rosenthal Manger
9. President's Report
 - a. Civil Service Commission Vacancy
 - b. Board Elections
 - c. Upcoming Board Retreat
10. Fire Chief Report
 - a. Master Plan Update

- b. Strategic Plan Update
- 11. Administration
 - a. Policy Review
 - i. 2-1-2 Organizational Chart
 - ii. 2-1-45 Administrative Battalion Chief of Operations
 - b. Fleet Replacement Plan update approval. (Refer to Staff Report SR-26-1 from 9/15/2026 meeting)
- 12. Fire Marshal Report
- 13. Other business
- 14. Adjourn meeting



Sisters-Camp Sherman Rural Fire Protection District
"Protecting Life and Property through Quality Service"

Oath of Office

I, Toby Weiss, do solemnly swear, that I will support the constitution of the United States of America, and of the State of Oregon, and that I will faithfully discharge my duties as Director of the Sisters-Camp Sherman Rural Fire Protection District.

Toby Weiss

Subscribed and Sworn to before me this 20th day of October 2026.

Notary Public for Oregon

My Commission Expires: _____

Administrative Summary for Consent Agenda

September 2026 Data

Minutes – No changes.

Revenue & Expenditure Dashboard Report

- The target goal for this period is 25% of budgeted revenue and expenditures.
 - Actual revenue is at 30%.
 - Actual expenditures overall are at 21% of the budget. The Administration Department is at 24.8%; the Operations Department at 20.8%; the Maintenance Department at 22.9%; and the Volunteers Department at 11.8%.

Operations Overview Dashboard Report

- No update on Operations Dashboard report. Staff has been working on multiple data collection projects for ISO and master planning as well as audit and GEMT.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balance with the bank and totals \$1,260,712.78 at the end of September. The interest rate increased to 4.2%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$106,025.60.

U.S. Bank Operating

- Total sum of funds in the US Bank Operating Account balances with the bank and totals \$67,625.56.

U.S. Bank Association Special Fund

- Total sum of funds in the US Bank Association Special Fund Account balances with the bank and totals \$39,794.38.

Operating Fund Summaries

Revenue

- Overall tracking at 30% of the budget.
 - Prior year taxes are at 67% of budget.
 - Ambulance revenue is at 30% of budget.
 - GEMT ambulance revenue includes 2025 CCO payment and is at 154% of budget. The auditor may move this 2025 payment into FY 25/26.

Expenditures

- Overall tracking at 21% of budget as of the end of September
 - Personnel Services – 23% of budget.
 - Materials & Services – 17% of the budget.
 - Capital Outlay – 0% of the budget.

Balance Sheets

- Accounts payable liability is due to a vendor credit to Safety Kleen. This will clear in October due to them paying the credit out via check.
- Payroll wages payable liability is due to a Paychex error that will clear in September.

- PERS liability is due to an employee IAP redirect. This should clear next month.
- Insurance disability/liability is due to the Flexible Spending Account (FSA) pre-payment. This will clear with employee payroll deductions.
- Miscellaneous liability is due to employee pass-through donations.

Check Register –

- Two new signers were added to the US Bank account (Jeff Puller and Cody Meredith) as alternatives to having the Finance Manager sign in order to keep segregation of duties. Once an employee is hired to replace Chief Craig, the signers will be updated to include that position. Any checks signed by the Finance Manager are denoted on the check register.
- Large or unusual checks are explained below:
 - **Check number 18796 to HRA VEBA Trust.** This check is for annual Voluntary Employees' Beneficiary Association (VEBA) benefit payments for qualifying employees.
 - **Check number 18809 to Pauly, Rogers and Co., PC** This check is for a progress payment on the District's annual audit.
 - **Check number 18815 to Station Automation, Inc.** This check is for the annual subscription payment for PS Traxx software used for maintenance and inventory tracking.
 - **Check number 18857 to Precision Land Surveying, Inc.** This check is for the survey performed at Station 704 for the well agreement and future fence project.

Adjusting Journal Entries

- Entry to balance funds 1 and 8 due to incorrect CD journal setup on new account.
- Entry for ambulance receivable to actual.
- Entry for transfer from Building Reserve for master plan progress payment and Station 704 generator project.
- Entry for transfer from Equipment Reserve Fund for BK Radio for new engine.

Ambulance Report - Total of 75 transports for September. The total ending ambulance receivable of \$341,334.03 is reconciled to the General Fund balance sheet.

Engine Response Report – No new payments and two new charges for September.



**Minutes of the Regular Meeting with Executive Session of the Board of Directors of the
Sisters-Camp Sherman Rural Fire Protection District
September 15, 2026**

1. Open the Regular Meeting

a. Board President Kristie Miller opened the regular meeting at 9:00 a.m.

i. Directors attending: President Kristie Miller, Vice President Jack McGowan, Secretary Jeff Tryens (via Zoom), Treasurer Tom Herrmann, and Director Craig Matthews.

ii. Staff attending: Fire Chief Tony Prior, Finance Manager Julie Spor, Fire Marshal Puller (in late), Captain Ast, Chief Meredith, Captain Burke, Mechanic Stratton, Fire Medic Millar, and Fire Medic Frutos.

iii. Guests: Jan McGowan, representative for Sisters-Camp Sherman Firehouse Family Leadership Team and Michael Miller.

2. Changes to the Agenda: Two additions were made to the agenda adding the revised draft Equipment Replacement Plan and Data Table 9 – Capital Equipment Inventory (AP Triton worksheet).

3. Public Comments: There were no public comments. Board President Kristie Miller asked Michael Miller to introduce himself, but he did not respond.

4. Line Staff Comments: Captain Burke reported staff has been busy with a lot of calls, but are taking care of themselves.

5. Firehouse Family Update. Jan McGowan was in attendance and reported team is still organizing themselves with new model. Good meeting with office staff recently. Invited all to the Family Fun Night on 9/29 for a chili cook-off. Encouraged all to attend. Chief Prior thanked her and the leadership team for taking over the helm.

6. Consent Agenda: ***Unanimously approved the Consent Agenda as presented. Motion by Director McGowan, Director Herrmann second. Miller aye, McGowan aye, Herrmann aye, Matthews aye, and Tryens aye.***

- a. Administrative Summary. No questions or comments.
- b. Minutes of the August 18, 2026 Regular Meeting. No questions or comments.
- c. Minutes of the September 2, 2026 Special Meeting. No questions or comments.
- d. Financial Dashboard Report. No questions or comments.
- e. Bank Statements and Reconciliations. No questions or comments.
- f. Operating Fund Summaries. No questions or comments.
- g. Balance Sheets. No questions or comments.
- h. Check Register.

- i. Director McGowan inquired about check 18775 to Vohs Custom Landscaping for all three stations. Julie explained that these invoices were related to normal monthly maintenance at Station 701, including repairs, and also includes fall cleanup at substations. The normal contract cost for Vohs is less than this check. The contract period is typically around 3 years. Last time we put the ad out for interested landscapers, only Vohs responded.
 - ii. Director McGowan also commented on Ed Staub payment for fuel and costs increasing. Julie mentioned that this latest bill also includes deployment to conflagrations.
- i. Adjusting Journal Entries. No questions or comments. Finance Manager Spor indicated there were some adjusting journal entries this month related to balancing between operating fund and the new association special fund. Working with Caselle (the District's financial software support) to get funds to balance out. These are not unusual transactions, but different than what we've used before to balance funds. Caselle indicated we are not using allocations, which is a process that most customers use to balance funds. Since the software was initially set up in 2003, Julie is inquiring with Caselle about a potential system check-up or training to get new updated processes.
- j. Ambulance Receivables. No questions or comments.
- k. Engine Response Report. No questions or comments.
- l. Updates to Old Business.
 - i. IOB Billing Policy – no update.
 - ii. Camp Sherman Well Agreement – Chief Prior said he has received the draft well agreement back from Local Government Law Group. He will forward the agreement to the Camp Sherman Community Association and will also forward a copy to the Board. He will hopefully have any changes to the agreement prior to the next board meeting for board approval.
 - iii. Ambulance Rates Review – Chief Prior is working on a Staff Report for presentation at the October meeting likely to discuss methodology for setting out-of-district rates.
 - iv. Grants status – Chief Prior reported he has not received any type of notification so far on the federal grant. Chief Prior is picking up the trailer on Monday for the ATV grant. We will finalize the grant reimbursement for that grant after it is on-site.

7. Correspondence: None this month.

Julie had to step out of the meeting at 0917.

8. President's Report:

- a. Director Herrmann Resignation
 - i. The Board received Director Herrmann's written resignation. The board expressed their gratitude to him and stated it has been a great working relationship.
- b. Board Vacancy Update
 - i. President Miller stated ads have been placed for the board vacancy and also for the Civil Service Commission. The Board has received two applicants so far: Andy Clark and Toby Weiss. Director McGowan met with both candidates informally. Both Directors Miller and McGowan will meet with all applicants and then present to the Board. From there,

the Board will have the opportunity to interview all, or allow Directors Miller and McGowan to make a recommendation. Application period closes on September 18.

- c. Board Elections Update. Director Miller recommends the board wait until a new board member is brought on prior to holding elections. No one objected.
 - d. Upcoming Board Retreat. Director Miller, Director McGowan and Chief Prior had a phone conference with Special Districts Association Oregon (SDAO). They are working to set up a session where the Board can have a board refresher on duties and responsibilities of the Board. We are focusing on that as well as spending some time with goal setting as a board. Depending upon the qualifications of the consultant selected through SDAO, the Board may also discuss board responsibilities as they related to employee unionization. This will be an off-site work session. The Board is looking at sometime between October 20-28, 2026. She will be reaching out to all directors to determine availability. The timeline presented is based on SDAO availability and also the Board's desire to complete this retreat prior to the District starting on Strategic Planning. She asked the directors to send their available dates.
 - e. Director Miller is also proposing that the Directors meet in executive session to discuss board responsibilities related to employee unionization with legal counsel.
9. Fire Chief Report: Chief Prior reported he has made some changes to the way he will present his report at board meetings based on feedback he received during his meeting with Directors Miller and McGowan. He will be focusing more on discussion on upcoming board action and presenting staff reports related to items that are upcoming in a meeting ahead of board action requests.
- a. Overview of Report:
 - i. He thanked Fire Medic Millar, Fire Medic Otasu and Steven Lord for their deployment on the Grasshopper fire.
 - ii. Conditional offers were extended to Caitlin Lucia, Jonathan Luz, Brian Maxson and Madison Jones for the Fire Medic positions.
 - iii. He thanked Mechanic Stratton and Captain Ast for their work on getting the engine ready to place into service. We are hoping to have it in service by the end of the month.
 - iv. He thanked Stephony Duda and Monica Matthews for their work on the Halloween event.
 - v. He thanked everyone for attending the Distinguished Service presentation to Captains Myers and Wellington on August 19. Their name plates have arrived and Chief Prior will be placing those on the stations today.
 - vi. He thanked Chief Meredith for his work on the testing process.
 - b. Board Discussion Topics:
 - i. Chief Prior reported he sent out some lay-down material last night including a revised Fleet Replacement Plan and Data Table 9 from AP Triton related to apparatus and vehicles. Chief provided an overview of the data in Table 9 and advised he will be working with AP Triton and staff to mesh the Fleet Replacement Plan with information in Data Table 9, and will include replacement cost as well as timeline for replacement.
 1. Chief Prior will be looking for board action at the October 2026 meeting to make an adjustment to the current Fleet Replacement Plan to postpone purchasing a staff vehicle in order to purchase a service truck for the mechanic. Chief stated

he feels there is a lot of benefit in purchasing this service truck for the mechanic and referenced the related Staff Report for information.

- a. President Miller asked which vehicle would be delayed. Chief Prior stated the resident volunteer vehicle the Chevy Tahoe will not be replaced and the vehicle for the training officer will be delayed.
- b. Director McGowan asked if the service truck will be more money than the original plan for the training officer truck. Chief Prior stated there will be no change to the budgeted amount that was allocated for the training officer vehicle.
- c. Director Herrmann asked if the goal is to ultimately provide a mind map for how we will budget for the Equipment Reserve moving forward. Chief Prior said yes. Chief will be looking at options for funding during the five-year local option levy period as well as consideration for bond funding if needed.
- d. Director Tryens asked the Chief about lay-down material advising he had not heard this term before. Chief Prior stated it is past practice for him at his previous employer to have packet information due by a certain date. However, if additional material comes in that is beneficial to discussion at the Board meeting, it is added as lay-down material.

10. Administration:

- a. Staff Report SR-26-1 Revision of Equipment Replacement Plan was discussed during the Fire Chief report (item 9b).
- b. Staff Report SR-26-2 IGA with Black Butte Ranch Fire District for Mechanic Services. Chief Prior presented this report. He reached out to SDAO to get some sample IGAs for mechanical services. This draft was created based on those samples. The draft was sent to legal for review. The only outstanding item is working out cost detail for the IGA. The Northwest Fire agencies of Sisters, Black Butte, and Cloverdale have a similar cost-share agreement for SCBA maintenance currently. Chief states there is no budgetary impact for this IGA aside from the service vehicle aside from an income item.
 - i. Director McGowan stated that Mechanic Stratton will be very busy. Chief Prior stated that Mechanic Stratton will prioritize Sisters-Camp Sherman Fire District's mechanical issues first per the agreement. Mechanic Stratton will set the schedule based on that, with the exception of emergency repairs.
 - ii. Director McGowan inquired about why Cloverdale Fire was not included in the agreement. Chief Prior stated, this will just be with Black Butte Ranch for the time being, but the District is open to working with Cloverdale should they desire to.
- c. Staff Report SR-26-3 Collaboration with City of Sisters on Mitigation Efforts. Chief Prior sent out an invite to the Board for a work session with the City at 1 p.m. tomorrow. This staff report outlines what the city may be willing to pay for services that we provide to them. The staff report also outlines what the city may be willing to fund in regards to Fire Aside and Xyloplan software that will help us focus our mitigation efforts moving forward. Chief reports there is no

immediate financial impact for this, however, future financial impact will depend on scale of what the city decides to fund.

- d. Director Tryens asked about an earlier discussion item about strategic planning process that was mentioned for November. Director Tryens said he is unaware about any plans for a process and asked for more information about that.

- i. Chief Prior stated this has been a goal for some time to get this updated this year. Chief stated that after the staff retreat, he recommended the board also have a retreat and set some goals that could be incorporated into the strategic planning process. Chief stated he and staff have been working hard to get the master plan completed in order to have that information available for the strategic plan. Chief reported the strategic planning process is approximately a three-month timeline from start to finish before they (Special Districts Association Oregon) return the product to the district for adoption. The master plan, strategic plan and labor negotiations will all have an impact on budget preparation, so we are trying to keep things on a timeline in order to complete the budget in time.

1. Director Tryens inquired who is "they" (in reference to who will complete the strategic plan) as he is not aware the district has contracted with anyone and states this is news to him.

- a. Director Miller states that Chief, Director McGowan, and she have been talking with SDAO to assist the district in building a proposal. SDAO's advice is this process will take longer than what the board initially thought it would be. So, they are trying to get a jump on the retreat and finalization of the master plan in order to complete the third step (strategic plan) to lead into budget prep.
- b. Chief Prior added that staff did talk about reaching out to SDAO regarding these processes at the last meeting. This is the same agency that was utilized for the last process.
- c. Director McGowan stated that he and Kristie just met with SDAO yesterday. They felt this meeting would be proper for informing the board about their meeting.

11. Fire Marshal Report: Fire Marshal Puller provided a written report and highlighted the following:

- a. He and Steven have been working on a new app called Fire Away with Mark Gross from School of Ranch. It's another tool we can put in our toolbox that allows homeowners to access a link from our website where they can ask a question about their home in relation to fire safety. The system will answer the question, or if too difficult, will direct the homeowner to the fire district for further review. The testing has been going well.
- b. Last month was a standard busy month.

12. *Prior to entering into Executive Session, Fire Medic Frutos announced that Captain Mike Anderson from Marion County was driving and had a heart attack and died. Fire Medic Frutos worked with Mike and he wanted the board to be aware and asked the board to take a moment of silence for Mike and his family.*

13. *Captain Ast also stated to Michael Miller (guest) that he would need to provide contact information if he wished to return to the second portion of the regular meeting after the executive session. No response was received from Mr. Miller.*
14. Executive Session: President Miller adjourned the meeting at 9:53 a.m. to executive session pursuant to ORS 192.660(2)(i) for the express purpose of reviewing and evaluating the performance of the fire chief.
15. Resume Regular Meeting. Board President Kristie Miller resumed the regular meeting at 10:29 a.m.
 - a. Attending: Chief Meredith, Chief Prior, Fire Medic Frutos, Fire Medic Millar, Captain Ast, Director Miller, Director McGowan, Director Herrmann, Director Matthews, and Director Tryens (via Zoom).
16. Other Business.
 - a. ***Unanimously approved the grant of budgeted cost-of-living increase for Chief Tony Prior retroactive to July 1, 2026. Motion by Director Herrmann, Director McGowan second. Miller aye, McGowan aye, Herrmann aye, Matthews aye, and Tryens aye.***
17. No further business was discussed and President Miller adjourned the meeting at 10:31 a.m.

Respectfully submitted,

Julie Spor, Clerk of the Board



**Minutes of the Special Meeting with Executive Session of the Board of Directors of the
Sisters-Camp Sherman Rural Fire Protection District
September 22, 2026**

1. Open the Special Meeting
 - a. Board President Kristie Miller opened the special meeting at 3 p.m.
 - i. Directors attending: President Kristie Miller, Vice President Jack McGowan (via Zoom), Secretary Jeff Tryens, and Director Craig Matthews.
 - ii. Staff attending: Fire Chief Tony Prior and Finance Manager Julie Spor.
 - iii. Guests: Mark Wolf, Local Government Law Group (via Zoom for Executive Session only).
 - b. Changes to the Agenda: Chief Prior requested to add two items to the agenda: Board applicants update and Cloverdale RFPD work session.
2. Convene Executive Session
 - a. At 3:03 p.m., President Kristie Miller announced the Sisters-Camp Sherman Fire District will now meet in executive session pursuant to ORS 192.660(2)(f) to review information or records exempt by law from public disclosure.
 - i. Finance Manager Julie Spor was excused from the meeting and Mark Wolf, attorney for the fire district, entered the meeting via Zoom.
3. Resume Special Meeting
 - a. President Kristie Miller resumed the special meeting at 4:10 p.m. and Finance Manager Spor was invited back to the meeting. Attorney, Mark Wolf, was no longer in attendance.
4. Action from Executive Session – None.
5. Other Business
 - a. Strategic Plan – Correspondence from Finance Manager Spor. President Miller asked Finance Manager Spor to briefly review an email she sent to Directors Miller and McGowan regarding the strategic planning timeline. Director Tryens indicated he is unaware of any status updates on the current strategic plan goals and stated his biggest concern with the tight timeline on the strategic plan is from a planning point of view and includes the desired outcomes. Finance Manager Spor stated the status of the goals related to the current plan are reported on quarterly during board meetings. Previous year goals can be found in the budget document starting on page 51.
 - i. After some discussion, the Board agreed to allow staff to work on a proposal from Special Districts Association Oregon and work to schedule stakeholder input for the plan in November with a goal to have draft goals prepared in order for the administrative team to start preparing budget in January.

- b. Update on board applications was presented by Directors Miller & McGowan. Three applications have been received. An invite was sent to all three applicants to meet with Directors Miller and McGowan. All the applications have been sent to the full board for review. Directors Miller and McGowan will work on setting a date for a special meeting in order to interview all candidates. They will also work on evaluation criteria including adding language from the oath of office, information on board duties and responsibilities, code of conduct, and censuring.
- c. Chief Prior reported that the fire chief from Cloverdale Fire reached out and has requested that Chief Prior attend an upcoming workshop of the Cloverdale administration and board regarding some upcoming changes at their district. The purpose of the workshop will be to discuss potential opportunities for intergovernmental agreements (IGA) for shared administrative services. Chief Prior would like the board's permission to attend the meeting, and also invited then to attend for information gathering, to see if it would be mutually beneficial for the agencies to enter into an IGA.
 - i. Director Tryens stated he supports going as far as Chief Prior is comfortable with as the CEO of the district.
 - ii. Director McGowan is also interested in information gathering and stated it has been a goal of our board to get more interactive with both Cloverdale and Black Butte boards.
 - iii. Chief Prior will confirm date and time with the board once it has been confirmed with Cloverdale.

6. No further business was discussed and President Miller adjourned the meeting at 4:49 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board



**Minutes of the Special Meeting with Work Session of the Board of Directors of the
Sisters-Camp Sherman Rural Fire Protection District
September 30, 2026**

1. Open the Special Meeting

- a. Board President Kristie Miller opened the special meeting at 9 a.m. and announced the purpose of the meeting was to interview board candidates.
 - i. Directors attending: President Kristie Miller, Vice President Jack McGowan, Secretary Jeff Tryens, and Director Craig Matthews (via Zoom after interviews had concluded)
 - ii. Staff attending: Fire Chief Tony Prior and Finance Manager Julie Spor.
 - iii. Guests: Scott Mateson, Toby Weiss, and Andy Clark.

2. Board Member Candidate Interviews

- a. Candidates were scheduled as follows: Scott Mateson 9 a.m.; Toby Weiss 10 a.m.; and Andy Clark 11 a.m.
- b. President Miller started each interview by turning the meeting over to Chief Prior to provide a brief synopsis of his time with the district and current priorities and issues the district is facing.
- c. After each introduction by Chief Prior, the Board conducted their interview of each candidate.

3. Action from Interviews

- a. Chief Prior and Finance Manager Spor returned to the meeting after interviews had concluded at 11:55 a.m. Director Matthews attended this portion of the meeting via Zoom.
- b. Director Matthews was asked to provide his feedback on the applicants based on his review of the applications received.
- c. All directors felt that all three candidates would be a good fit for the district.
- d. The directors had discussion about the interviews and made a list of pros and cons about each applicant.
- e. After a lengthy discussion, the board consensus is to have President Miller contact Toby Weiss and offer him the position for the vacant director seat. They also asked President Miller to outline that Toby may need to refrain from future contract work with the district if appointed/elected. If he is willing to accept, the board will move forward with appointment. Director Miller contacted Mr. Weiss and he requested some time to think about the decision.
- f. ***Unanimously approved the appointment of Toby Weiss to fill the vacant board position, (Position 4) pending his acceptance and successful background investigation. If Mr. Weiss declines the position, or fails the background investigation, the alternate appointee will be Scott Mateson (pending his acceptance and successful background investigation). Motion by***

Director Miller, Director McGowan second. Miller aye, McGowan aye, Tryens aye, and Matthews aye.

4. Other Business

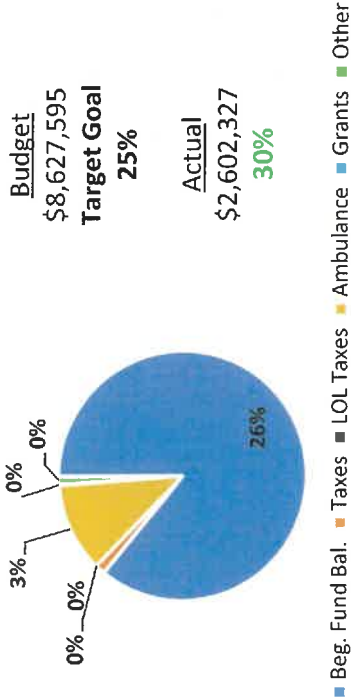
- a. No further business was discussed and President Miller adjourned the meeting at 1:17 p.m.

Respectfully submitted,

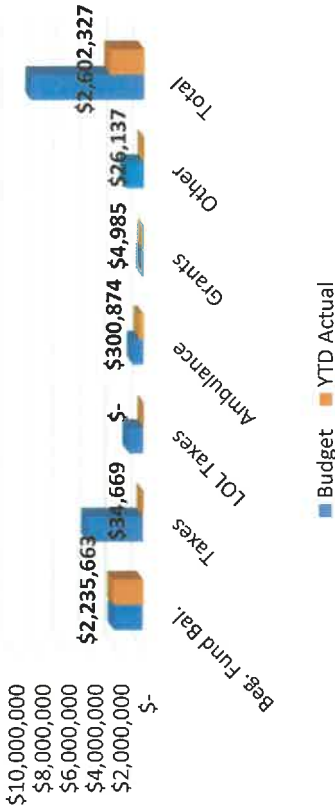
Julie Spor, Clerk of the Board

REVENUE & EXPENDITURE OVERVIEW - AS OF SEPTEMBER 30, 2026

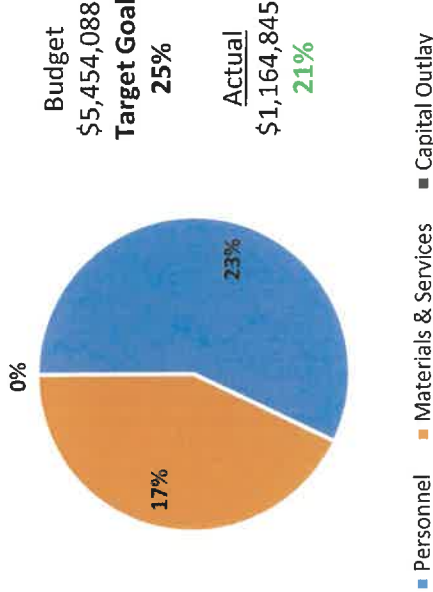
26/27 Actual Revenue as % of Budget



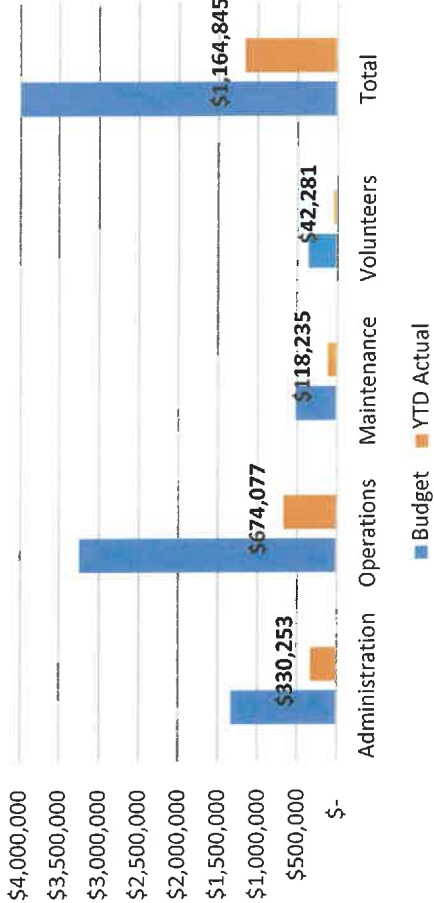
Budget vs. Actual Revenue - Year to Date



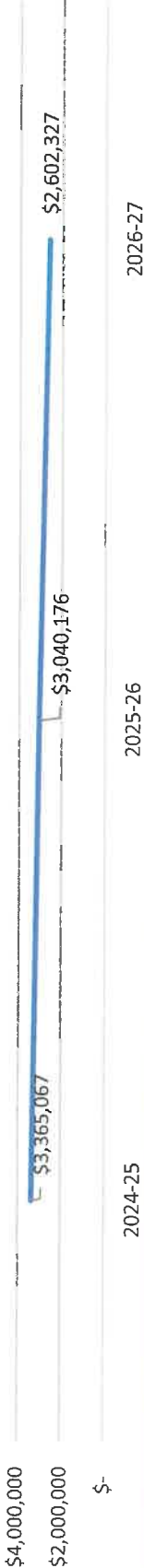
26/27 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date



Total Revenue - 3 Years - As of End of September



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Account: 10001081

Bank Account Number: 169700958849

Bank Statement Balance:	133,689.20	Book Balance Previous Month:	156,872.84
Outstanding Deposits:	200.00	Total Receipts:	369,656.16
Outstanding Checks:	66,263.64	Total Disbursements:	458,903.44
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	67,625.56	Book Balance:	67,625.56

Outstanding Deposits Section

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
138	200.00						
Grand Totals:							200.00

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
3	33,818.49	4	16,151.73	8	42.50	17212	1,070.14
17727	25.00	18115	56.94	18121	159.55	18779	1,351.36
18825	197.37	18858	40.00	18870	81.48	18871	148.74
18872	985.00	18873	9.00	18874	500.00	18877	37.97
18879	1,073.08	18880	498.13	18882	1,654.36	18883	1,374.07
18884	6,002.50	18885	420.00	18886	71.92	18887	425.00
18888	222.45	18890	446.86				
Grand Totals:							66,863.64

Bank Adjustments Section

Book Adjustments Section

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3233 TRN 6480 S Y ST01

106481071159842 S



SISTERS-CAMP SHERMAN RURAL
FIRE PROTECTION DISTRICT
OPERATING FUND
PO BOX 1509
SISTERS OR 97759-1509

Business Statement

Account Number:

1 697 0095 8849

Statement Period:

Sep 1, 2026

through

Sep 30, 2026

Page 1 of 5



To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

INFORMATION YOU SHOULD KNOW

Effective November 16, 2026, please review updates made to the *Your Deposit Account Agreement* document which may affect your rights.

Here's what you should know:

- Revising the **Transaction Posting Order** section to explain that in most cases, the point-of-sale PIN based debit card transactions will be posted to your account immediately in real time when the transaction occurs

Beginning October 12, 2026, you will have the opportunity to review the fully revised document. You can access it online at usbank.com/YDAA-upcoming-version. If you have questions or need to request a copy of the current *Your Deposit Account Agreement*, visit usbank.com/tmtermsandconditions or please call your customer service team at the phone number listed at the top of this statement.

MUNICIPAL INVESTOR CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-697-0095-8849

Account Summary

	# Items	\$	
Beginning Balance on Sep 1		220,773.07	
Customer Deposits	1	899.00	
Other Deposits	64	368,585.69	
Other Withdrawals	12	268,595.50-	
Checks Paid	95	187,973.06-	
Ending Balance on Sep 30, 2026		\$ 133,689.20	

Annual Percentage Yield Earned	0.09%
Account Interest Rate*	0.09%
Interest Earned this Period	\$ 16.47
Interest Paid this Year	\$ 137.30
Number of Days in Statement Period	30

*The Account Interest Rate reflects the rate your account is earning as of the statement end date. The Annual Percentage Yield Earned is a blend of all the rates (including bonus rates) earned on your account during this statement period.

Customer Deposits

Number	Date	Ref Number	Amount
	Sep 14	8055360748	899.00

Total Customer Deposits \$ 899.00

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Sep 1	Electronic Deposit REF=262430138705880Y00	From NORIDIAN WAORAK 9262326076HCCLAIMPMT1245231760	\$ 2,949.75
Sep 2	Electronic Deposit REF=262450036592880N00	From STRIPE 4270465600TRANSFER ST-H2T3L7N4L4F6	28.53
Sep 2	Electronic Deposit REF=262440150881970N00	From GEHA UMR 1440545275HCCLAIMPMT930932704	318.53
Sep 2	Electronic Deposit REF=262440201696660N00	From iStream 00048999914899991	3,251.73
Sep 2	Electronic Deposit REF=262440112649820Y00	From NORIDIAN WAORAK 9262326076HCCLAIMPMT1245231760	5,714.28

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Account: 80001082

Bank Account Number: 169704581845

Bank Statement Balance:	41,093.07	Book Balance Previous Month:	9,342.78
Outstanding Deposits:	.00	Total Receipts:	31,568.52
Outstanding Checks:	1,298.69	Total Disbursements:	1,116.92
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	39,794.38	Book Balance:	39,794.38

Outstanding Deposits Section

Outstanding Checks Section

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
10000	181.77	10000	181.77	10002	244.11	10003	54.58
10004	1,000.00						
Grand Totals:							1,298.69

Bank Adjustments Section

Book Adjustments Section

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments



P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3233 TRN 6480 S Y ST01

106481071148515 S



SISTERS-CAMP SHERMAN RURAL
FIRE PROTECTION DISTRICT
SCSRFPD ASSOCIATION
PO BOX 1509
SISTERS OR 97759-1509

Business Statement

Account Number:

1 697 0458 1845

Statement Period:

Sep 1, 2026

through

Sep 30, 2026

Page 1 of 1



To Contact U.S. Bank

Commercial Customer

Service:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

INFORMATION YOU SHOULD KNOW

Effective November 16, 2026, please review updates made to the *Your Deposit Account Agreement* document which may affect your rights.

Here's what you should know:

- Revising the **Transaction Posting Order** section to explain that in most cases, the point-of-sale PIN based debit card transactions will be posted to your account immediately in real time when the transaction occurs

Beginning October 12, 2026, you will have the opportunity to review the fully revised document. You can access it online at usbank.com/YDAA-upcoming-version. If you have questions or need to request a copy of the current *Your Deposit Account Agreement*, visit usbank.com/tmtermsandconditions or please call your customer service team at the phone number listed at the top of this statement.

MUNICIPAL INVESTOR CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-697-0458-1845

Account Summary

	# Items		
Beginning Balance on Sep 1		\$	9,524.55
Customer Deposits	1		31,166.58
Other Deposits	2		401.94
Ending Balance on Sep 30, 2026		\$	41,093.07

Annual Percentage Yield Earned	0.09%
Account Interest Rate*	0.09%
Interest Earned this Period	\$ 1.94
Interest Paid this Year	\$ 2.51
Number of Days in Statement Period	30

*The Account Interest Rate reflects the rate your account is earning as of the statement end date. The Annual Percentage Yield Earned is a blend of all the rates (including bonus rates) earned on your account during this statement period.

Customer Deposits

Number	Date	Ref Number	Amount
	Sep 14	8055360751	31,166.58

Total Customer Deposits \$ **31,166.58**

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Sep 29	Electronic Deposit	From AMER ONLINE GIV1	\$ 400.00
	REF=26271022363330N00	1810739440EDI PAYMNT1X4MD6P5GC	
Sep 30	Interest Paid	3000001438	1.94

Total Other Deposits \$ **401.94**

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Sep 14	40,691.13	Sep 29	41,091.13	Sep 30	41,093.07

Balances only appear for days reflecting change.

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.



Account Statement - Transaction Summary

For the Month Ending September 30, 2026

SISTERS-CAMP SHERMAN RFPD - SISTERS CAMP SHERMAN RFPD - 4374

Oregon LGIP		Asset Summary	
Opening Balance	1,549,062.27	September 30, 2026	August 31, 2026
Purchases	11,650.61	1,260,712.78	1,549,062.27
Redemptions	(300,000.10)		
		\$1,260,712.78	\$1,549,062.27

Closing Balance	\$1,260,712.78
Dividends	4,598.79

LGIP 1,117,776.67 +
EMPLOYMENT 36,280.46 +
BUILDING 96,140.98 +
EQUIPMENT 10,514.67 +
1,260,712.78 *
Bal - Expd

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		08/31/2026 (08/26) Balance	.00 *	.00 *	1,399,787.94
CD	1	LGIP ACH Redemption Fees 8/2026		.10-	
CR	4	Jefferson County Property Tax Collection #2026-2	786.16		
CR	1	Deschutes County Property Tax Collection #2026-2	6,265.66		
CR	14	Accrual income div reinvestment	4,598.79		
CRUS	1	Transfer from LGIP for 9/26 VEBA & Other Bills		100,000.00-	
CRUS	60	Transfer from LGIP for payroll		200,000.00-	
JE	8	Transfer from Building Reserve for M.P. & 704 Gen Pr	2,127.04		
JE	10	Transfer from Equipment Reserve for BK VHF Radio f	4,211.18		
		09/30/2026 (09/26) Period Totals and Balance	17,988.83 *	300,000.10- *	1,117,776.67
Number of transactions: 8 Number of accounts: 1			Debit	Credit	Proof
Total GENERAL FUND:			17,988.83	300,000.10-	282,011.27-

Journal	Reference # Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070	Empl Fund				
		08/31/2026 (08/26) Balance	.00 *	.00 *	36,280.46
		09/30/2026 (09/26) Period Totals and Balance	.00 *	.00 *	36,280.46

Number of transactions: 0 Number of accounts: 1

	Debit	Credit	Proof
Total EMPLOYMENT RESERVE FUND:	.00	.00	.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070 Bldg Fund					
		08/31/2026 (08/26) Balance	.00 *	.00 *	98,268.02
JE	6	Transfer from Bldg Res. for Master Plan progress pay		2,027.04-	
JE	7	Transfer from Bldg Res. for Sta 704 Generator Project		100.00-	
		09/30/2026 (09/26) Period Totals and Balance	.00 *	2,127.04- *	96,140.98
Number of transactions: 2 Number of accounts: 1			Debit	Credit	Proof
-Total BUILDING RESERVE FUND:			.00	2,127.04-	2,127.04-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		08/31/2026 (08/26) Balance	.00 *	.00 *	14,725.85
JE	9	Transfer from Equipment Reserve for BK VHF Radio f		4,211.18-	
		09/30/2026 (09/26) Period Totals and Balance	.00 *	4,211.18- *	10,514.67

Number of transactions: 1 Number of accounts: 1

	Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:	.00	4,211.18-	4,211.18-

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	106,025.60	Book Balance Previous Month:	105,311.33
Outstanding Deposits:	.00	Total Receipts:	714.27
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	106,025.60	Book Balance:	106,025.60

Outstanding Deposits Section

Bank Adjustments Section

Book Adjustments Section

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments



Account Statement - Transaction Summary

For the Month Ending September 30, 2026

SISTERS-CAMP SHERMAN RFPD - Sisters-Camp Sherman RFPD Debt Service - 6132			
Oregon LGIP		Asset Summary	
Opening Balance	105,311.33		September 30, 2026
Purchases	714.27		August 31, 2026
Redemptions	0.00		105,311.33
		Oregon LGIP	106,025.60
		Total	\$106,025.60
			\$105,311.33
Closing Balance	\$106,025.60		
Dividends	349.13		

Account Number	Account Title	2025-26 Prior YTD Actual	Current Period Actual	Current YTD Actual	2026-27 Current Year Budget	Bal Remaining +/-	% Collected (Target 25%)
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	.00	.00	981.15	4,174,653.00	4,173,671.85-	.00
1-01-0-40101	Property Taxes - LOL	.00	.00	.00	1,093,828.00	1,093,828.00-	.00
1-01-0-40200	Property Taxes-Prior	8,370.43	7,034.29	33,687.41	50,000.00	16,312.59-	67%
1-01-0-41100	Ambulance Revenue	47,899.86	75,768.89	224,095.75	750,000.00	525,904.25-	30%
1-01-0-41110	GEMT Ambulance Revenu	.00	849.00	76,778.00	50,000.00	26,778.00	154%
1-01-0-41200	Other Fees for Service	1,030.00	500.00	3,831.33	16,941.00	13,109.67-	23%
1-01-0-42100	Fire Med Subscriptions	.00	.00	1,292.50	14,000.00	12,707.50-	9%
1-01-0-43100	Interest Income	6,981.99	4,632.79	17,658.15	75,000.00	57,341.85-	24%
1-01-0-44100	Grant Revenue	2,357.00	1,984.93	4,984.93	46,500.00	41,515.07-	11%
1-01-0-44200	Donations Received	25,807.50	.00	.00	.00	.00	.00
1-01-0-44300	Conflagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	4,993.62	.00	3,355.44	141,200.00	137,844.56-	2%
1-01-0-49990	Beginning Working Capital	.00	.00	2,235,662.52	2,165,473.00	70,189.52	103%
Total GENERAL FUND REVENUE:		97,440.40	90,769.90	2,602,327.18	8,627,595.00	6,025,267.82-	30%
GENERAL FUND Revenue Total:		97,440.40	90,769.90	2,602,327.18	8,627,595.00	6,025,267.82-	30%
Net Total GENERAL FUND:		97,440.40	90,769.90	2,602,327.18	8,627,595.00	6,025,267.82-	30%

Account Number	Account Title	2025-26	Current Period Actual	Current YTD Actual	2026-27	Variance	% of Budget (Target 25%)
		Prior YTD Actual			Current Year Budget		
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	226,198.04	106,063.45	284,641.45	1,016,436.00	731,794.55	28%
	Total OPERATIONS DEPARTMENT:	705,395.33	224,339.03	623,432.86	2,947,833.00	2,324,400.14	21%
	Total MAINTENANCE DEPARTMENT:	4,866.30	18,837.61	36,169.45	145,681.00	109,511.55	25%
	Total VOLUNTEERS DEPARTMENT:	1,676.82	.00	75.00	21,951.00	21,876.00	.00
	GENERAL FUND Expenditure Total:	938,136.49	349,240.09	944,318.76	4,131,901.00	3,187,582.24	23%
	Net Total GENERAL FUND:	938,136.49-	349,240.09-	944,318.76-	4,131,901.00-	3,187,582.24-	23%
	Net Grand Totals:	938,136.49-	349,240.09-	944,318.76-	4,131,901.00-	3,187,582.24-	23%

Account Number	Account Title	2025-26	Current Period Actual	Current YTD Actual	2026-27	Variance	% of Budget (Target 25%)
		Prior YTD Actual			Cur Year Budget		
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	31,947.95	12,945.20	45,611.16	304,300.00	258,688.84	15%
	Total OPERATIONS DEPARTMENT:	50,983.13	24,669.25	50,644.59	301,033.00	250,388.41	17%
	Total MAINTENANCE DEPARTMENT:	48,533.01	44,133.84	82,065.17	341,696.00	259,630.83	24%
	Total VOLUNTEERS DEPARTMENT:	42,218.76	20,278.58	42,205.78	336,925.00	294,719.22	13%
	GENERAL FUND Expenditure Total:	173,682.85	102,026.87	220,526.70	1,283,954.00	1,063,427.30	17%
	Net Total GENERAL FUND:	173,682.85-	102,026.87-	220,526.70-	1,283,954.00-	1,063,427.30-	17%
	Net Grand Totals:	173,682.85-	102,026.87-	220,526.70-	1,283,954.00-	1,063,427.30-	17%

		2025-26			2026-27		% of Budget (Target 25%)
Account Number	Account Title	Prior YTD Actual	Current Period Actual	Current YTD Actual	Current Year Budget	Variance	
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	4,503.19	.00	.00	8,600.00	8,600.00	.00
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	.00	29,633.00	29,633.00	.00
	GENERAL FUND Expenditure Total:	4,503.19	.00	.00	38,233.00	38,233.00	.00
	Net Total GENERAL FUND:	4,503.19-	.00	.00	38,233.00-	38,233.00-	.00
	Net Grand Totals:	4,503.19-	.00	.00	38,233.00-	38,233.00-	.00

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2026

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	1,117,776.67	
1-00-0-1081	US BANK OPERATING ACCT 2022	67,625.56	
1-00-0-1099	PETTY CASH	247.16	
1-00-0-1100	ACCOUNTS RECEIVABLE	.01	
1-00-0-1103	NOTE RECEIVABLE	(25,000.00)	
1-00-0-1120	AMBULANCE RECEIVABLES	341,334.03	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	(170,829.23)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	78,024.89	

TOTAL ASSETS

1,409,179.09

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	(1,227.80)	
1-00-0-2100	PAYROLL WAGES PAYABLE	319.22	
1-00-0-2150	PERS LIABILITY	98.46	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	(2,416.20)	
1-00-0-2180	MISCELLANEOUS LIABILITY	440.00	
1-00-0-2250	DEFERRED REVENUE	54,483.69	

TOTAL LIABILITIES

51,697.37

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(8,627,595.00)	
-------------	----------------------------	-----------------	--

UNAPPROPRIATED FUND BALANCE:

1-00-0-3900	RETAINED EARNINGS	8,627,595.00	
	REVENUE OVER EXPENDITURES - YTD	1,357,481.72	

BALANCE - CURRENT DATE

9,985,076.72

TOTAL FUND EQUITY

1,357,481.72

TOTAL LIABILITIES AND EQUITY

1,409,179.09

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2026

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	36,280.46	
TOTAL ASSETS			36,280.46

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	(78,101.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	78,101.00	
	REVENUE OVER EXPENDITURES - YTD	36,280.46	
BALANCE - CURRENT DATE		114,381.46	
TOTAL FUND EQUITY			36,280.46
TOTAL LIABILITIES AND EQUITY			36,280.46

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2026
BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	96,140.98	
	TOTAL ASSETS		96,140.98

LIABILITIES AND EQUITY

FUND EQUITY

3-00-0-3120	BUILDING RESERVE	(193,696.00)	
	UNAPPROPRIATED FUND BALANCE:		
3-00-0-3900	RETAINED EARNINGS	193,696.00	
	REVENUE OVER EXPENDITURES - YTD	96,140.98	
	BALANCE - CURRENT DATE	289,836.98	
	TOTAL FUND EQUITY		96,140.98
	TOTAL LIABILITIES AND EQUITY		96,140.98

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2026

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	10,514.67	
4-00-0-1440	PREPAID EXPENDITURES	785,635.00	
	TOTAL ASSETS		796,149.67

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(1,177,709.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	1,177,709.00	
	REVENUE OVER EXPENDITURES - YTD	796,149.67	
	BALANCE - CURRENT DATE	1,973,858.67	
	TOTAL FUND EQUITY		796,149.67
	TOTAL LIABILITIES AND EQUITY		796,149.67

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2026
DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	106,025.60	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	5,106.70	
	TOTAL ASSETS		111,132.30

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	3,916.72	
	TOTAL LIABILITIES		3,916.72

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	(234,343.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	234,343.00	
	REVENUE OVER EXPENDITURES - YTD	107,215.58	
	BALANCE - CURRENT DATE	341,558.58	
	TOTAL FUND EQUITY		107,215.58
	TOTAL LIABILITIES AND EQUITY		111,132.30

Check Register - September 2026 - Association Special Account

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/24/2026	10000	Jan McGowan	Reimb. Firehouse Fam. Mtg. Supplies	\$ (181.77) V
9/1/2026	10001	Jan McGowan	Reimb. snacks purchased for Fire Family meeting 8.11.2026	\$ 62.34
9/24/2026	10001	Jan McGowan	Reimb. snacks purchased for Fire Family meeting 8.11.2026	\$ (62.34) V
9/24/2026	10002	Jan McGowan	Reimb. Firehouse Fam. Mtg. Supplies	\$ 181.77
9/24/2026	10002	Jan McGowan	Reimb. snacks purchased for Fire Family meeting 8.11.2026	\$ 62.34
9/24/2026	10003	Mary Fry	Reimb. Supplies Purchased for Firehouse Fam Mtg	\$ 54.58
9/24/2026	10004	Sisters High School Black and White Club	Black & White Club Moyer Memorial	\$ 1,000.00

Check Register - September 2026 - Operating Account

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/2/2026	18779	AP Triton, LLC	Progress payment Master Plan/CRA/SOC	\$ 1,351.36
9/2/2026	18780	Baxter Auto Parts Inc, Auto Parts	745 PM Service	\$ 26.55
9/2/2026	18780	Baxter Auto Parts Inc, Auto Parts	721 old engine electrical repair	\$ 6.55
9/2/2026	18780	Baxter Auto Parts Inc, Auto Parts	Crushed ice for cold drink supply	\$ 48.00
9/2/2026	18780	Baxter Auto Parts Inc, Auto Parts	Shop supplies	\$ 54.00
9/2/2026	18781	Brian Lundgren	Reimb. Emergency Services Overpayment	\$ 550.00
9/2/2026	18782	Cameron Building Maintenance, Inc.	Janitorial services administration - July 26	\$ 375.00
9/2/2026	18783	CEC, INC	electric - Elm - Acct 8301597300	\$ 1,485.06
9/2/2026	18783	CEC, INC	electric - buffalo 5407011100	\$ 144.71
9/2/2026	18783	CEC, INC	electric - Camp Sherman - Acct 5912275100	\$ 123.83
9/2/2026	18784	CenturyLink	Acct 333226873 Telephone 704	\$ 62.27
9/2/2026	18785	Cole Younger	Res. Vol. Mileage & Food Reimb. - August 2026	\$ 600.00
9/2/2026	18786	Complete Wireless Solutions	BK VHF Radio (721)	\$ 4,211.18
9/2/2026	18787	Continental Battery Systems	Batts for 703 emergency lighting - Power outage fixtures	\$ 41.32
9/2/2026	18788	Crook County Fire & Rescue	AHA Heartsaver eCards	\$ 3,318.00
9/2/2026	18788	Crook County Fire & Rescue	AHA BLS Provider eCards	\$ 150.00
9/2/2026	18789	Ed Staub & Sons Petroleum	Fuel - August 2026	\$ 2,268.68
9/2/2026	18790	Entenmann-Rovin Co.	Badges for 3 new Firemedic positions	\$ 424.45
9/2/2026	18791	Firecom/Sonetics	UHW505 Wireless Headset	\$ 3,820.96
9/2/2026	18792	Freightliner Northwest	Fuel Water Separator (I745)	\$ 150.79
9/2/2026	18792	Freightliner Northwest	745 Annual Inspection - OSFM	\$ 50.63
9/2/2026	18792	Freightliner Northwest	731 body repair	\$ 68.63
9/2/2026	18793	Gallagher Benefit Services, Inc.	FSA Administrative Fees - Aug 2026	\$ 27.00
9/2/2026	18794	Galls, LLC	Nameplates	\$ 51.96
9/2/2026	18795	Hoyt's Hardware	Fog-free glasses, leather gloves for training	\$ 95.93
9/2/2026	18795	Hoyt's Hardware	Padlocks, rebar	\$ 74.83
9/2/2026	18795	Hoyt's Hardware	E726 rotary saw blades	\$ 21.98
9/2/2026	18796	HRA VEBA Trust	YA527 VEBA Contributions - FY 26/27	\$ 41,000.00
9/2/2026	18796	HRA VEBA Trust	YA527 VEBA Contributions - FY 26/27	\$ 30,000.00
9/2/2026	18796	HRA VEBA Trust	YA527 VEBA Contributions - FY 26/27	\$ 6,000.00
9/2/2026	18797	Hughes Fire Equipment, Inc.	New fire engine 721 parts	\$ 59.64
9/2/2026	18798	Kendall Ford of Bend	Oil and air filters RV Explorer	\$ 32.76
9/2/2026	18798	Kendall Ford of Bend	Motor oil RV Explorer	\$ 47.17
9/2/2026	18799	Knox Company	Knox Key Secure Mounting Brackets for Vehicles - Puller	\$ 400.00
9/2/2026	18800	L.N. Curtis and Sons	Wheel Chock Holders for OSFM Engine	\$ 59.00
9/2/2026	18800	L.N. Curtis and Sons	SCBA Supplies	\$ 84.63
9/2/2026	18801	Les Schwab Warehouse Center	Damaged Wheel & Tire Replacement (B741)	\$ 786.64
9/2/2026	18801	Les Schwab Warehouse Center	Spare Wheel w/ Powder Coating	\$ 243.97
9/2/2026	18801	Les Schwab Warehouse Center	TPMS Sensor Replacement (\$791)	\$ 259.96
9/2/2026	18802	LIFE-ASSIST	BP Cuff Kit for Fire Corps	\$ 176.41
9/2/2026	18802	LIFE-ASSIST	EMS Supply Order# 58260179-1	\$ 1,172.75
9/2/2026	18802	LIFE-ASSIST	EMS Supply Order# 58260882-1	\$ 1,050.55
9/2/2026	18802	LIFE-ASSIST	EMS Supply Order# 58260882-1	\$ 84.96
9/2/2026	18802	LIFE-ASSIST	EMS Supply Order# 58260179-1	\$ 95.30
9/2/2026	18802	LIFE-ASSIST	Infant Manikin Lungs	\$ 92.00
9/2/2026	18802	LIFE-ASSIST	EMS SUPPLY ORDER# 58264957-1	\$ 217.76
9/2/2026	18803	MES Service Company LLC	Handlelok Tool Mounting Brackets	\$ 444.43
9/2/2026	18803	MES Service Company LLC	6 NH Female to 5" NH Male Reducer (new engine)"	\$ 230.61
9/2/2026	18804	NAPA Auto Parts	Shop supplies	\$ 69.48
9/2/2026	18805	Norco Medical Supply, Inc.	MEDICAL OXYGEN	\$ 99.77
9/2/2026	18806	Northwest Safety Clean	Turn out repairs	\$ 167.72
9/2/2026	18807	OFSOA	26-27 Membership Dues - Linker	\$ 40.00
9/2/2026	18808	Pacific Office Automation, Inc	copies/kit - Konica	\$ 616.56
9/2/2026	18808	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 71.92
9/2/2026	18809	Pauly, Rogers and Co., PC	Progress Bill 6.30.26 Audit	\$ 4,200.00
9/2/2026	18810	Ponderosa Forge & Ironworks, I	Shelf Fabrication for 771 (25-5)	\$ 200.00
9/2/2026	18811	Ranch Country Outhouses	Handwash station delivery 7/10/26	\$ 125.00
9/2/2026	18811	Ranch Country Outhouses	Service of portable toilet 8/2026	\$ 40.00
9/2/2026	18812	Revco Solutions	Acct 32595 (Prior Wakefield Collections Activity)	\$ 158.06
9/2/2026	18813	SDIS	Admin Health Insurance	\$ 8,686.65
9/2/2026	18813	SDIS	Operations Health Insurance	\$ 18,939.37

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/2/2026	18813	SDIS	Maintenance Health Insurance	\$ 2,814.93
9/2/2026	18813	SDIS	Orthodontia Pass Through	\$ 110.00
9/2/2026	18814	Shred Northwest, Inc	Shred Project / Grant	\$ 525.00
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax Vehicles Module	\$ 3,540.00
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax Station Module	\$ 786.60
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax SCBA Module	\$ 1,101.30
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax PPE Module	\$ 1,101.30
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax Assets Module	\$ 1,101.30
9/2/2026	18815	STATION AUTOMATION, INC.	PSTrax Controlled Substance Module	\$ 1,048.80
9/2/2026	18816	Stryker Sales, LLC	Stryker Stair Chair Annual PM	\$ 141.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Repairs (wearable parts)	\$ 336.07
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Annual PM	\$ 341.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Stair Chair Annual PM	\$ 141.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Repairs (wearable parts)	\$ 334.07
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Annual PM	\$ 341.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Power Load Annual PM	\$ 336.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Stair Chair Annual PM	\$ 141.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Repairs (wearable parts)	\$ 334.07
9/2/2026	18816	Stryker Sales, LLC	Stryker Cot Annual PM	\$ 341.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Power Load Annual PM	\$ 336.00
9/2/2026	18816	Stryker Sales, LLC	Stryker Power Load Swap (775/776)	\$ 214.00
9/2/2026	18817	TDS	014-072-2041 Cable Elm	\$ 112.27
9/2/2026	18817	TDS	024-076-6393 Cable Buffalo	\$ 331.48
9/2/2026	18818	Tyler Wallace	Res. Vol. Lt. Mileage & Food Reimb. - August 2026	\$ 800.00
9/15/2026	18819	Ace Hardware, Inc.	Camstraps for cribbing bundle	\$ 26.46
9/15/2026	18819	Ace Hardware, Inc.	Stainless screws for 745 repair	\$ 5.25
9/15/2026	18819	Ace Hardware, Inc.	D-rings for flag repair	\$ 3.48
9/15/2026	18819	Ace Hardware, Inc.	Fasteners for med vault install in new medic	\$ 14.80
9/15/2026	18819	Ace Hardware, Inc.	Fasteners for shelf install on new medic	\$ 5.96
9/15/2026	18819	Ace Hardware, Inc.	Digital sliding bevel for shop	\$ 32.26
9/15/2026	18819	Ace Hardware, Inc.	Hinges for new engine	\$ 16.55
9/15/2026	18819	Ace Hardware, Inc.	New engine door repair	\$ 15.04
9/15/2026	18819	Ace Hardware, Inc.	New engine 721 fixes	\$ 96.57
9/15/2026	18819	Ace Hardware, Inc.	721 new engine install repairs	\$ 6.16
9/15/2026	18819	Ace Hardware, Inc.	723 axe handle	\$ 18.39
9/15/2026	18819	Ace Hardware, Inc.	743 Electrical Repair	\$ 25.74
9/15/2026	18819	Ace Hardware, Inc.	723 electrical repair	\$ 24.44
9/15/2026	18819	Ace Hardware, Inc.	Padlocks and door hinges	\$ 129.47
9/15/2026	18819	Ace Hardware, Inc.	Credit for padlocks and hinges returned	\$ (125.80)
9/15/2026	18819	Ace Hardware, Inc.	741/743 spare tire repair	\$ 87.34
9/15/2026	18819	Ace Hardware, Inc.	723 water pump drain repair	\$ 47.82
9/15/2026	18819	Ace Hardware, Inc.	723 plumbing repair	\$ 15.80
9/15/2026	18819	Ace Hardware, Inc.	723 plumbing repair	\$ 6.06
9/15/2026	18819	Ace Hardware, Inc.	Hornet spray for Station	\$ 9.18
9/15/2026	18819	Ace Hardware, Inc.	Hose clamps for 743 primer repair	\$ 5.50
9/15/2026	18819	Ace Hardware, Inc.	New 721 firecom and hosebed repairs	\$ 39.71
9/15/2026	18820	AP Triton, LLC	Master plan progress payment	\$ 675.68
9/15/2026	18821	AT&T Mobility - Control Center	Mobile Data Charges - 8/2026	\$ 581.94
9/15/2026	18821	AT&T Mobility - Control Center	Mobile data charges - 9/2026	\$ 541.92
9/15/2026	18822	Avion Water Co Inc.	Water-703	\$ 29.47
9/15/2026	18823	Baxter Auto Parts Inc, Auto Parts	12V electrical connector/splitters	\$ 11.90
9/15/2026	18823	Baxter Auto Parts Inc, Auto Parts	Ice	\$ 42.00
9/15/2026	18824	BestMed Urgent Care	Drug screens: Ref #1970927/1974338	\$ 80.00
9/15/2026	18825	Beverly Halcon	Reimb. Expenses for Fire Corps Annual BBQ	\$ 121.72
9/15/2026	18825	Beverly Halcon	Reimb. Expenses for Quilt Show and Back to School Night	\$ 75.65
9/15/2026	18826	Bi-Mart Corporation	Windshield washer fluid	\$ 9.98
9/15/2026	18827	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 40635808	\$ 119.99
9/15/2026	18827	BOUND TREE MEDICAL, LLC.	MORPHINE, 10mg/mL, 1mL vial (25/box)	\$ 126.99
9/15/2026	18827	BOUND TREE MEDICAL, LLC.	FENTANYL, 0.05mg/mL, 2mL vial (25/box)	\$ 515.96
9/15/2026	18828	Braun NW, Inc.	Air Compressor pressure switch(776)	\$ 196.61
9/15/2026	18829	Cameron Building Maintenance, Inc.	Janitorial services administration building - 8/2026	\$ 375.00
9/15/2026	18830	Carlson Sign	Vinyl logos for ATV	\$ 305.00
9/15/2026	18831	Central Oregon Garage Door, Inc.	Pair of spare garage door springs.	\$ 1,595.00
9/15/2026	18832	City of Sisters	City Services: 04-6332-00 Elm Street	\$ 484.61
9/15/2026	18832	City of Sisters	City Services: 02-5766-00 Locust St	\$ 71.56
9/15/2026	18833	Continental Battery Systems	Automotive Core Charge	\$ 36.00
9/15/2026	18834	Dana Signs	HELMET decals & lettering	\$ 79.10
9/15/2026	18835	DMV	Volunteer DMV Record Checks	\$ 12.00
9/15/2026	18835	DMV	Career DMV Record Checks	\$ 6.00
9/15/2026	18836	DUO Safety	Ladder rung section to repair ladder on 721	\$ 66.74
9/15/2026	18837	Ed Staub & Sons Petroleum	Fuel	\$ 2,530.25
9/15/2026	18838	Gallagher Benefit Services, Inc.	FSA Admin Fees 9/2026	\$ 27.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/15/2026	18839	Keaton Davis	Res. Vol. Mileage & Food Reimb. - August 2026	\$ 600.00
9/15/2026	18839	Keaton Davis	Reimb. Uniform for School	\$ 87.90
9/15/2026	18840	L.N. Curtis and Sons	Structure boots Myers, Westburg	\$ 519.11
9/15/2026	18840	L.N. Curtis and Sons	BIV Retrofit Coupling - 726	\$ 552.88
9/15/2026	18840	L.N. Curtis and Sons	Gated Wye, 2.5 x 1.5" (new engine)"	\$ 563.28
9/15/2026	18840	L.N. Curtis and Sons	Res Q Rench	\$ 251.69
9/15/2026	18840	L.N. Curtis and Sons	Structure gloves	\$ 266.22
9/15/2026	18841	Les Schwab Warehouse Center	All Season Tires - RV Explorer (17-1)	\$ 961.16
9/15/2026	18841	Les Schwab Warehouse Center	Tire Mounting & Balancing	\$ 75.96
9/15/2026	18842	LIFE-ASSIST	EMS Supply Order# 58266087-1	\$ 429.06
9/15/2026	18842	LIFE-ASSIST	EMS Supply Order# 58266350-1	\$ 1,380.64
9/15/2026	18842	LIFE-ASSIST	EMS Supply Order# 58266350-1	\$ 24.20
9/15/2026	18843	Lightspeed Networks	Internet & Phone Service - Sta 701	\$ 835.72
9/15/2026	18844	Lilley Wedell	Res. Vol. Mileage & Food Reimb. 8/2026	\$ 600.00
9/15/2026	18845	Local Government Law Group, P.C.	Legal services- personnel	\$ 630.00
9/15/2026	18846	Matthew Davis	Res. Vol. Mileage & Food Reimb. 8/2026	\$ 600.00
9/15/2026	18847	MES Service Company LLC	Chief Prior pants x 2	\$ 436.56
9/15/2026	18848	Miss Sew-it-All	Seamstress Services	\$ 95.00
9/15/2026	18849	Mission Linen Supply, Inc.	mats/rugs	\$ 80.63
9/15/2026	18849	Mission Linen Supply, Inc.	mats/rugs	\$ 80.63
9/15/2026	18850	Momentum Promo	Uniform items: Marr and Stratton	\$ 78.00
9/15/2026	18850	Momentum Promo	Bucket Hats for Volunteers and Career	\$ 280.00
9/15/2026	18850	Momentum Promo	Tryens & Bishop Polos	\$ 46.00
9/15/2026	18851	NAPA Auto Parts	724 Windshield wiper washer nozzle replacement	\$ 44.99
9/15/2026	18851	NAPA Auto Parts	724 Windshield wiper - blade replacement	\$ 35.98
9/15/2026	18852	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 71.52
9/15/2026	18852	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 62.84
9/15/2026	18852	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 36.93
9/15/2026	18852	Norco Medical Supply, Inc.	FUEL SURCHARGE	\$ 9.50
9/15/2026	18853	Pac Office Automation - Lease	500-50609347 Konica Contract	\$ 290.00
9/15/2026	18854	Paladin Background Screening	C. Lucia & M. Jones	\$ 57.00
9/15/2026	18854	Paladin Background Screening	Vol. D. Coulson, J. Johnson	\$ 50.00
9/15/2026	18855	Ponderosa Forge & Ironworks, I	Top of Tank Fence Repair (Brush 741)	\$ 140.00
9/15/2026	18856	Pony Express, Inc.	postage	\$ 19.86
9/15/2026	18856	Pony Express, Inc.	Controlled drug order to vendor	\$ 16.62
9/15/2026	18857	Precision Land Surveying, Inc.	Station 704 Well Site Plan & Easements	\$ 1,280.00
9/15/2026	18858	Ranch Country Outhouses	Service of private porta potty - Sta 703	\$ 40.00
9/15/2026	18859	Republic Services	Acct 3-0675-7192322 Disposal Services	\$ 46.34
9/15/2026	18859	Republic Services	Acct 3-0675-0056678 Disposal Services	\$ 96.99
9/15/2026	18859	Republic Services	Acct 3-0675-4832723 Disposal services	\$ 540.21
9/15/2026	18860	SDIS	Add Pierce Pumper VIN 1923 & Ford Ambulance VIN 9622	\$ 833.00
9/15/2026	18861	Sisters Coffee Company	Black Butte Gold - 3 six lb bags	\$ 265.50
9/15/2026	18862	Systems Design	EMS Billing & Postage 8/2026	\$ 2,148.55
9/15/2026	18863	TELEFLEX FUNDING LLC	EZ-IO Needle, 25mm (adult)	\$ 550.00
9/15/2026	18863	TELEFLEX FUNDING LLC	EZ-IO Needle, 25mm (peds)	\$ 550.00
9/15/2026	18864	Terminix	Pest control services - Elm Street	\$ 103.00
9/15/2026	18865	Unitek EMT	Ashley Reiser EMT course (includes registration, tuition, courseware, and uniforms)	\$ 3,890.00
9/15/2026	18866	Vohs Custom Landscaping	Weekly Maintenance - Sta 701 - 8/2026	\$ 1,609.12
9/15/2026	18867	WCP Solutions	Fastdraw Pro 4-unit dispenser	\$ 75.00
9/15/2026	18868	Xpress Printing, Inc.	Business Cards - Liming	\$ 100.75
9/15/2026	18869	ZOLL Medical Corporation	ECG PAPER (6/BOX)	\$ 108.24
9/24/2026	18870	Benjamin White	Refund 457 Withheld from 6/26 Payroll	\$ 81.48 x
9/24/2026	18871	BOUND TREE MEDICAL, LLC.	NITRO ADMIN SET	\$ 148.74
9/24/2026	18872	Carlson Sign	plaques for distinguished awards for 701 & 703	\$ 985.00
9/24/2026	18873	Cascade Fire Equipment	741 water tank repairs	\$ 9.00
9/24/2026	18874	Coro Medical LLC	AED GRANT - Humm Kombucha	\$ 500.00
9/24/2026	18875	Ed Staub & Sons Petroleum	Fuel	\$ 2,260.22
9/24/2026	18876	Freightliner Northwest	Hub Covers w/ Oil Sight Windows (731/733)	\$ 113.62
9/24/2026	18877	Galls, LLC	Nametags: Luz and Maxson	\$ 37.97
9/24/2026	18878	Hughes Fire Equipment, Inc.	locking mechanism, push pull pump panel	\$ 230.94
9/24/2026	18878	Hughes Fire Equipment, Inc.	guage, 3.55 pump panel"	\$ 243.98
9/24/2026	18878	Hughes Fire Equipment, Inc.	drain valve repair kit, waterous	\$ 22.50
9/24/2026	18878	Hughes Fire Equipment, Inc.	tank to pump reapior kit, 3.5 waterous"	\$ 613.00
9/24/2026	18878	Hughes Fire Equipment, Inc.	gauge voltmeter	\$ 54.02
9/24/2026	18878	Hughes Fire Equipment, Inc.	guage, water temp, vdo	\$ 65.54
9/24/2026	18878	Hughes Fire Equipment, Inc.	send, temp, w/sw, 250/217f	\$ 59.34
9/24/2026	18878	Hughes Fire Equipment, Inc.	switch, foot, prc-2732834	\$ 204.37
9/24/2026	18879	Les Schwab Warehouse Center	245/60r-18	\$ 1,073.08
9/24/2026	18880	LIFE-ASSIST	EMS Supply Order# 59262298-1	\$ 14.12
9/24/2026	18880	LIFE-ASSIST	EMS Supply Order# 59262298-1	\$ 211.80
9/24/2026	18880	LIFE-ASSIST	EMS Order# 59262662-1	\$ 181.21
9/24/2026	18880	LIFE-ASSIST	EMS Order# 59262662-1	\$ 91.00

Date	Check No.	Payee	Description	Amount	
9/24/2026	18881	Madison Jones	Reimb. OHA License Fees & Fingerprints	\$ 202.50	x
9/24/2026	18882	MES Service Company LLC	Structure helmets	\$ 1,451.80	
9/24/2026	18882	MES Service Company LLC	Halligan Mounting Kit	\$ 144.61	
9/24/2026	18882	MES Service Company LLC	Bolt Cutter Mounting Kit	\$ 57.95	
9/24/2026	18883	Momentum Promo	Onesie - Dept baby gift	\$ 20.00	
9/24/2026	18883	Momentum Promo	Volunteer uniforms	\$ 46.00	
9/24/2026	18883	Momentum Promo	1/4 zip sweatshirts	\$ 1,018.07	
9/24/2026	18883	Momentum Promo	Embroidery Hayes	\$ 28.00	
9/24/2026	18883	Momentum Promo	Stratton uniform	\$ 23.00	
9/24/2026	18883	Momentum Promo	Embroidery Misc.	\$ 239.00	
9/24/2026	18884	National Hose Testing Specialt, Inc.	Annual Hose Testing	\$ 4,662.00	
9/24/2026	18884	National Hose Testing Specialt, Inc.	Annual Ladder Testing	\$ 757.50	
9/24/2026	18884	National Hose Testing Specialt, Inc.	Ladder Heat Sensors Installed	\$ 16.00	
9/24/2026	18884	National Hose Testing Specialt, Inc.	1.75 Hose Decommissioned/Rolled"	\$ 567.00	
9/24/2026	18885	Pacific Northwest Fire & Life Safety LLC	Fire Alarm Monitoring	\$ 210.00	
9/24/2026	18885	Pacific Northwest Fire & Life Safety LLC	Quarterly monitoring fee - Elm Street	\$ 210.00	
9/24/2026	18886	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 71.92	
9/24/2026	18887	Ponderosa Forge & Ironworks, I	Address Sign posts	\$ 425.00	
9/24/2026	18888	Treasure Valley Coffee	water & cooler rental	\$ 222.45	
9/24/2026	18889	Tyler Wallace	Res. Vol. Lt. Mileage & Food Reimb. - Sept 2026	\$ 800.00	x
9/24/2026	18890	WCP Solutions	White folding towels	\$ 149.09	
9/24/2026	18890	WCP Solutions	Peroxide cleaner	\$ 131.77	
9/24/2026	18890	WCP Solutions	car wash	\$ 166.00	
9/25/2026	700067	US Bank - Visa	Power Converter/Charger (E724)	\$ 228.34	
9/25/2026	700067	US Bank - Visa	BK Radio Charger for New Engine	\$ 161.04	
9/25/2026	700067	US Bank - Visa	Hurst Tool Mounts	\$ 1,100.30	
9/25/2026	700067	US Bank - Visa	SpO2 Wrap Sensor (peds)	\$ 200.00	
9/25/2026	700067	US Bank - Visa	Sapphire Med Pump Batteries	\$ 520.87	
9/25/2026	700067	US Bank - Visa	Trailer Title/Registration (2014 Red Utility 8'x16')	\$ 119.00	
9/25/2026	700067	US Bank - Visa	Trailer Title/Registration (2027 White Cargo 8'x16')	\$ 108.00	
9/25/2026	700067	US Bank - Visa	OR Vehicle Use Tax (2027 Cargo Trailer)	\$ 104.77	
9/25/2026	700067	US Bank - Visa	Plastic strips for new engine hosebed	\$ 20.70	
9/25/2026	700067	US Bank - Visa	Rivet gun w/rivet nuts	\$ 74.30	
9/25/2026	700067	US Bank - Visa	Wheel hub/dust caps	\$ 28.70	
9/25/2026	700067	US Bank - Visa	Windshield washer fluid	\$ 33.96	
9/25/2026	700067	US Bank - Visa	Plug adapter for new cargo trailer	\$ 6.18	
9/25/2026	700067	US Bank - Visa	Plastic for new engine	\$ 4.44	
9/25/2026	700067	US Bank - Visa	Tote for UTV Trailer	\$ 39.99	
9/25/2026	700067	US Bank - Visa	Aluminum stock for new engine	\$ 37.57	
9/25/2026	700067	US Bank - Visa	Fuel for 704 Equipment Rental	\$ 100.00	
9/25/2026	700067	US Bank - Visa	Drain Cleaner for 701	\$ 119.40	
9/25/2026	700067	US Bank - Visa	Fuel	\$ 125.00	
9/25/2026	700067	US Bank - Visa	K. Davis Books	\$ 84.96	
9/25/2026	700067	US Bank - Visa	Kitchen Supplies	\$ 27.76	
9/25/2026	700067	US Bank - Visa	Credit for K. Davis Books	\$ (84.96)	
9/25/2026	700067	US Bank - Visa	K. Davis Books	\$ 236.99	
9/25/2026	700067	US Bank - Visa	Passport nametags	\$ 42.43	
9/25/2026	700067	US Bank - Visa	Jones plaque	\$ 47.22	
9/25/2026	700067	US Bank - Visa	Yescas - One Year Anniversary Plant	\$ 10.99	
9/25/2026	700067	US Bank - Visa	Uniform Ben White	\$ 83.99	
9/25/2026	700067	US Bank - Visa	Oriental Trading Co - bracelets for handout/swag	\$ 397.60	
9/25/2026	700067	US Bank - Visa	Cooley Going Away	\$ 82.22	
9/25/2026	700067	US Bank - Visa	Construction Exam - Lord	\$ 1,050.00	
9/25/2026	700067	US Bank - Visa	S215 Training Lord	\$ 300.00	
9/25/2026	700067	US Bank - Visa	Kitchen Supplies	\$ 25.98	
9/25/2026	700067	US Bank - Visa	Hitch pin	\$ 6.98	
9/25/2026	700067	US Bank - Visa	Meredith Visa - Wedell COCC books for Fall term	\$ 260.75	
9/25/2026	700067	US Bank - Visa	Wallace PALS class	\$ 178.00	
9/25/2026	700067	US Bank - Visa	ISFSI Annual Membership - Meredith	\$ 150.00	
9/25/2026	700067	US Bank - Visa	Starlink Internet Service	\$ 265.00	
9/25/2026	700067	US Bank - Visa	Reiser Travel - EMT School	\$ 784.24	
9/25/2026	700067	US Bank - Visa	fuel	\$ 273.11	
9/25/2026	700067	US Bank - Visa	Halloween paper goods, glow sticks	\$ 340.62	
9/25/2026	700067	US Bank - Visa	Pos. Promotion - pencil toppers	\$ 129.70	
9/25/2026	700067	US Bank - Visa	Halloween giveaways	\$ 105.93	
9/25/2026	700067	US Bank - Visa	Galls - Woman polo's 3 x career and 3 for stock	\$ 263.99	
9/25/2026	700067	US Bank - Visa	Creative Casting - Belt Buckle for Career Staff 4 x Staff and one back up	\$ 486.20	
9/25/2026	700067	US Bank - Visa	Galls - 2 x polo's for J. Putter replacement	\$ 109.99	
9/25/2026	700067	US Bank - Visa	Office Supplies	\$ 518.47	
9/25/2026	700067	US Bank - Visa	Birthday Cake Prior	\$ 21.99	
9/25/2026	700067	US Bank - Visa	Halloween Candy	\$ 360.84	
9/25/2026	700067	US Bank - Visa	Trotter merch purchase	\$ 13.11	

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/25/2026	700067	US Bank - Visa	Prevention Giveaways	\$ 72.38
9/25/2026	700067	US Bank - Visa	Salisbury Award	\$ 45.23
9/25/2026	700067	US Bank - Visa	AT&T Ford Data Plan	\$ 20.00
9/25/2026	700067	US Bank - Visa	Books for Academy	\$ 107.72
9/25/2026	700067	US Bank - Visa	Gill Going Away	\$ 13.98
9/25/2026	700067	US Bank - Visa	Giveaways for events	\$ 25.99
9/25/2026	700067	US Bank - Visa	Supplies for 5th Tuesday	\$ 55.17
9/25/2026	700067	US Bank - Visa	K. Davis Books	\$ 291.99
9/25/2026	700067	US Bank - Visa	Stamp and Deposit Slips	\$ 179.77
9/25/2026	700067	US Bank - Visa	Adobe Licenses	\$ 215.91
9/25/2026	700067	US Bank - Visa	Gill Travel - EMT School	\$ 1,197.70
9/25/2026	700067	US Bank - Visa	Canva Subscription	\$ 14.99
9/25/2026	700067	US Bank - Visa	Microsoft Cloud	\$ 133.60
9/25/2026	700067	US Bank - Visa	CPR/FA class - Thick yoga mat	\$ 208.65
9/25/2026	700067	US Bank - Visa	CPR/FA class - Duffles for yoga mat storage	\$ 26.99
9/25/2026	700067	US Bank - Visa	Aluminum Pipe for New Engine Pike Pole Holders	\$ 190.65
9/25/2026	700067	US Bank - Visa	Door Control, electronic window	\$ 338.21
9/25/2026	700067	US Bank - Visa	freight	\$ 19.90
9/25/2026	700067	US Bank - Visa	blue seas systems 7615 solenoid timer	\$ 209.52
9/25/2026	700067	US Bank - Visa	721 New Engine Edge Trim	\$ 91.98
9/25/2026	700067	US Bank - Visa	721 New Engine Repair	\$ 33.98
9/25/2026	700067	US Bank - Visa	Amazon Return	\$ (48.00)
9/25/2026	700067	US Bank - Visa	Returned Dust Caps	\$ (28.70)
9/25/2026	700067	US Bank - Visa	Swift Steel - New Engine	\$ 42.95
9/25/2026	700067	US Bank - Visa	721 New Engine Spring Load Hinges	\$ 51.56
9/25/2026	700067	US Bank - Visa	Amazon Return	\$ (26.99)
9/25/2026	700067	US Bank - Visa	Polaris Electrical	\$ 71.72

Note: the following checks were signed by the Finance Manager along with the Fire Chief (18870, 18881, 18889)

Report Criteria:

Including transaction count

Journal Code,Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
09/30/2026	1	McGowan check to bal funds 1 & 8	1-00-0-3900	Retained Earnings	.00	62.34-
09/30/2026	2	McGowan check to bal funds 1 & 8	8-00-0-3900	Retained Earnings	62.34	
09/30/2026	3	Ambulance receivables to actual	1-00-0-1120	Ambulance Receivables	20,297.68	
09/30/2026	4	Ambulance receivables to actual	1-00-0-1160	Allowance for Uncollectible Am	.00	10,148.84-
09/30/2026	5	Ambulance receivables to actual	1-01-0-41100	Ambulance Revenue	.00	10,148.84-
09/30/2026	6	Transfer from Bldg Res. for Master Plan pr	3-00-0-1070	Bldg Fund	.00	2,027.04-
09/30/2026	7	Transfer from Bldg Res. for Sta 704 Gener	3-00-0-1070	Bldg Fund	.00	100.00-
09/30/2026	8	Transfer from Building Reserve for M.P. &	1-00-0-1070	LGIP Acct #4374	2,127.04	
09/30/2026	9	Transfer from Equipment Reserve for BK	4-00-0-1070	Equipment Fund	.00	4,211.18-
09/30/2026	10	Transfer from Equipment Reserve for BK	1-00-0-1070	LGIP Acct #4374	4,211.18	
Total JOURNAL ENTRIES (JE):					26,698.24	26,698.24-

References: 10 Transactions: 10

Grand Totals:

26,698.2426,698.24-

Ambulance Receivable as of September 30, 2026

	<u>SystDes</u>
Beginning Ambulance Receivable	321,036.35
Payments received	65,778.11
Adjustments	86,810.21
New Charges	172,886.00
ENDING Ambulance Receivable	341,334.03

Total # of Transports **75**

Adjustments

Medicare/Medicaid	85,328.02
Collection	350.00
Bankruptcy/Other Writeoff	62.73
FireMed	1,069.46
Total Adjustments	86,810.21

Outstanding Accounts By Age

CURRENT	247,500.45
31 to 60 days	29,689.54
61 to 90 days	27,634.47
91 to 120 days	12,176.19
OVER 120 days	24,333.38
Total Outstanding as of 9/30/2026	341,334.03

Engine Response Billing as of September 30, 2026

Beginning Engine Response Rec	10,623.00
Payments received	-
Adjustments	-
New Charges	448.15
ENDING Engine Response Rec	11,071.15

Total # Billed in 2022/23	3
Total # Billed in 2023/24	20
Total # Billed in 2024/25	12
Total # Billed in 2025/26	6

Total # Billed in 2026/27 1

Total \$ Billed in 2022/23	\$	1,275.00
Total \$ Billed in 2023/24	\$	3,420.00
Total \$ Billed in 2024/25	\$	2,431.25
Total \$ Billed in 2025/26	\$	1,828.50

Total Billed in 2026/27 \$ 448.15

Total \$ Received in 2022/23	\$	250.00
Total \$ Received in 2023/24	\$	1,777.50
Total \$ Received in 2024/25	\$	2,331.25
Total \$ Received in 2025/26	\$	250.00

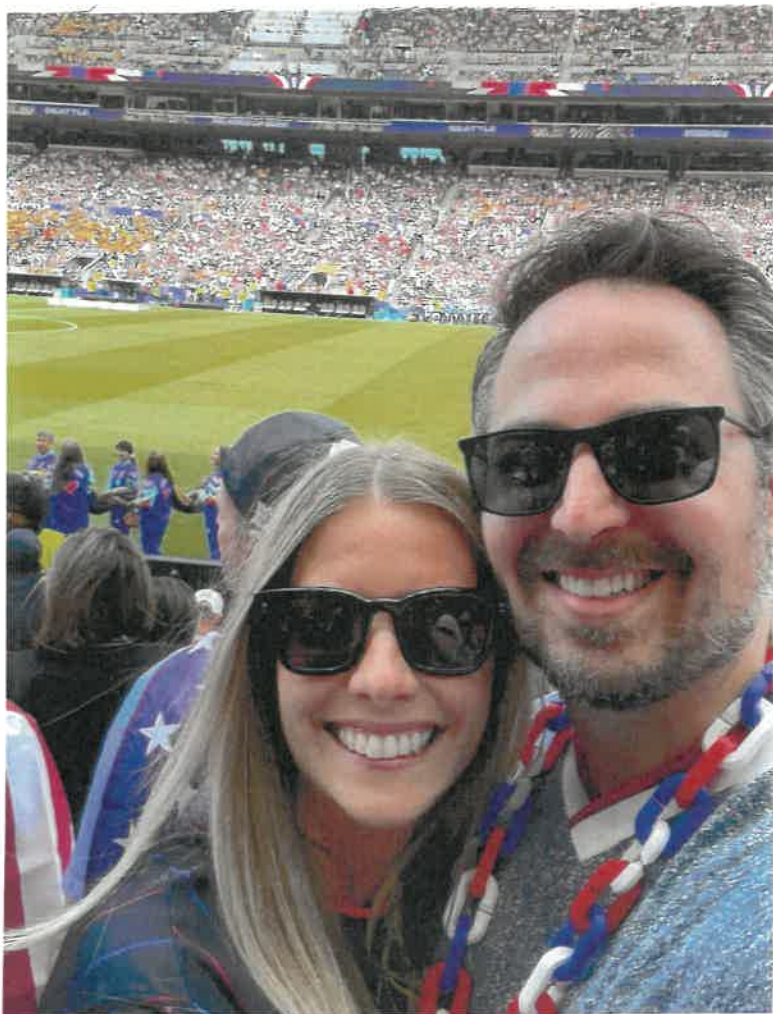
Total Received 2026/27 \$ -

2022/23 % Collected	20%
2023/24 % Collected	96%
2024/25 % Collected	86%
2025/26 % Collected	14%

2026/27 % Collected to Date 0%

Rob, Ellie, Jack, Rachelle, Daniel and Keaton ~
I have started writing this note more times than I can count, and every time I've struggled to find the words. How do you properly thank people you've never really met, but are the reason you're alive? I don't remember you or much of what happened that day in January, but I know that because of your kindness, knowledge, quick action and care, I am still here. I get to wake up next to my husband every morning. I get to play with my nephew, spend time with my family and friends, travel and keep living a life I love. I even got to check off a major bucket-list item this summer and attend my first World Cup match. Every one of these moments, big and small, means more to me now, and I know I wouldn't have had them without you. I also want you to know that I'm doing well. I was able to fly home to Chicago just one week

later and spent the next several months working with a great team of doctors to determine what caused my sudden cardiac arrest. In May, I got an ICD - affectionately named "Shockira," and these days life is mostly back to normal. Normal just feels more special. My family and I will also never forget how incredible you were to them that day. They felt your genuine concern and kindness. Thank you for also taking care of the people I love most. I will think about you all and your kindness for the rest of my life and I will do everything I can to pay it forward. I hope to make it back to Sisters someday, and would love to stop by the station to give you all the thank yous and hugs I haven't been able to give yet. Until then, please know how deeply and eternally grateful I am for each of you. Thank you from the bottom of my heart (pun intended)



Love,
Cassidy
Kerentnay Manger

RCVD 9/28/2013 PO# _____
ACCT# _____
CAPT INITIALS _____
CHIEF INITIALS _____

On the worst day of our lives, you all showed up and didn't give up on Cassidy. Because of your speed, skill, and calm, she's home with me and getting stronger every day. When I could barely understand what was happening, you were my rock and helped carry a weight I couldn't hold alone. I think about that day often and I'm grateful every time.

Thank you for giving us more time together.

With Love and Gratitude,
Jan

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thanks a bunch!

Fire Chief's Report

October 2026

Emergency Response Activity

Fire Activity

- Cooler temperatures in September, following precipitation in August, allowed us to open burning for a short period. However, continued dry conditions and warming trends prompted the District to periodically reinstate restrictions in accordance with Oregon Department of Forestry recommendations.
- I attended the Fire Defense Board Chiefs' After-Action Review at the Riverhouse in Bend on October 1. Highlights from the meeting included:
- The Oregon State Fire Marshal staffed its Agency Operations Center for 42 consecutive days, covering 250 shifts.
- Mobilizations included 75 task forces, 10 strike teams, and 18 Emergency Management Assistance Compact resources.
- Fire activity affected 25 of Oregon's 36 counties.
- Incident Management Teams mobilized 391 personnel and recorded 3,328 conflagration hours.
- The Oregon State Fire Marshal expended \$55 million, while combined state and federal expenditures in Oregon exceeded \$300 million.

Medical Responses

Medical call volume has remained steady, with cardiac and respiratory incidents continuing to represent the most common call types. One unusual response involved a vehicle rollover on Cascade Avenue in downtown Sisters, which was captured in a video shared with the community. Crews continue to work diligently and are doing an excellent job keeping pace with emergency response demands.

Noteworthy Operational Events

Staffing

- The District welcomed four new members who began their 10-week firefighter academy on September 21. They are now in the fifth week of the academy and are doing an excellent job. As part of the academy, the recruits will travel to Eugene on October 19 for live-fire training with personnel from Black Butte Ranch, Cloverdale, and Crooked River Ranch fire districts. Thank you to everyone who has assisted with instruction and travel to make this training possible.

- The employee bargaining unit has been certified. Its interim Executive Board consists of Matt Millar, President; Damon Frutos, Vice President and Secretary; and Jack Wales, Treasurer.

Community Meetings & Events

- Staff Meeting – September 16; Shift Commander Meeting – September 8; Officers Meeting – September 8
- Fire Defense Board Meeting – September 22
- Pre-workshop Meetings with the City Manager and Fire and Life Safety Division – September 2 and 14
- XyloPlan Presentation with the City – September 10
- Joint Work Session with the City Council and Board of Directors regarding wildfire resiliency – September 16
- Rotary Disaster Relief Meetings – September 1 and 15
- U.S. Forest Service Meeting regarding upcoming timber projects in the Akawa Butte and Indian Ford areas – September 14

Special Projects

Jefferson County Generator Grant

Thank you to Sisters Fence for assisting with hydro-vac excavation of the trench, which allowed electricians to install conduit and wiring between the building and generator pad. Installation will be completed when the remaining internal component for the automatic transfer switch arrives. We will then coordinate startup and commissioning of the generator and transfer switch with Northrim Electric and Courtesy Generators.

Well Agreement with Camp Sherman Community Association

Local Law Group completed the final agreement, which was sent to the Camp Sherman Community Association for approval. Once it is returned, the agreement will be presented to the Board for final approval and execution.

New Type 1 Engine

The new engine is now in service. Thank you to Trevor and Jeremy for their work throughout the month installing radios and mounting equipment. A Shift completed the final transfer of equipment and hose, allowing the engine to be placed in service.

Oregon State Parks ATV Grant

I picked up the enclosed trailer in Hayden, Idaho, on September 21 and returned it to the District for final setup with the ATV. Required decals were applied to both the trailer and ATV, and photographs were submitted to Oregon State Parks for reimbursement.

AP Triton Master Plan

All preliminary documents were provided to AP Triton in preparation for in-person interviews on October 5 and 6. Thank you to Julie for coordinating interviews with key stakeholders and to Angela and Jasmine for arranging lodging and meals for the AP Triton team. Following the October interviews, AP Triton will use the information collected to prepare an initial draft. Staff expects to receive the draft in November for review and discussion of any needed revisions. The final plan is scheduled for completion by late January.

ISO Update and Audit

We have begun collecting and updating the information required for the District's ISO review. This process is expected to take several months before the materials are submitted to David Hyland for evaluation of our Public Protection Classification. After the initial submission, we will review the materials with David and make any appropriate adjustments to strengthen the District's classification, which may benefit insurance ratings for local homes and businesses.

Volunteer Programs

Fire Corps

Halloween is approaching, and Stephony Duda and the Fire Corps team are actively planning and preparing for this year's two-day event. Planning is also underway for the Spirit of Christmas program and Christmas Dinner.

During September, the home assessment team completed 140 assessments, including both sidewalk reviews and full home assessments.

Additional details are provided in the Fire and Life Safety Division Report.

Volunteer Operations

Tuesday evening drills will focus on motor vehicle accident and Traffic Incident Management System training during October, followed by hazardous materials training in November. As reported last month, four members will receive Firefighter I certification from the Department of Public Safety Standards and Training after successfully completing their performance evaluations.

Chief's Comments

As we move through another busy season, I want to sincerely thank our career and volunteer personnel, administrative and support staff, and the Board of Directors for your continued commitment to the District. Our members have maintained a high level of emergency response while supporting the recruit academy, advancing several major projects, and continuing the day-to-day work that keeps our organization ready to serve. I greatly appreciate the teamwork, professionalism, and extra effort being shown across the District. Your dedication makes a meaningful difference for our organization and the community we serve.

Board Discussion Items

- Surplus of the former engine and incident support unit
- Strategic planning and the potential continuation of AP Triton's services following completion of the Facilities Master Plan and District Master Plan
- Intergovernmental agreement with Black Butte Ranch Rural Fire Protection District for apparatus maintenance services
- Cloverdale Fire District's interest in contracting for fire chief oversight

Respectfully submitted,

Tony Prior
Fire Chief

2.00 PURPOSE:

The purpose of this policy is to identify the chain of command and reporting structure for the district

2.01 SCOPE:

This policy applies to all Fire District personnel.

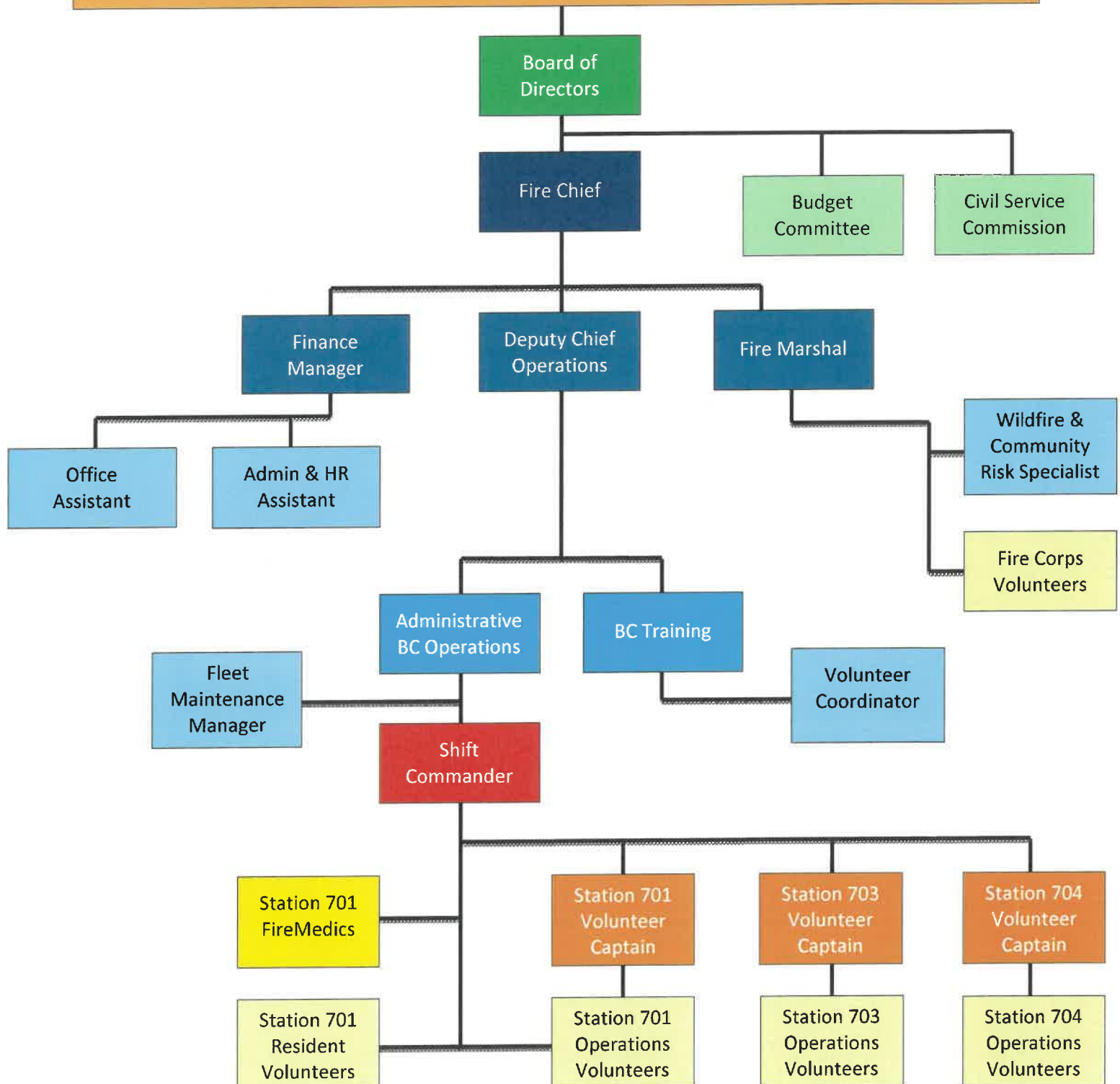
2.02 INTRODUCTION:

The following organizational chart lists the positions within the district and identifies clear lines of authority and responsibility for the district.

2.03 ORGANIZATIONAL CHART:

See page 2.

Residents of the Sisters-Camp Sherman Rural Fire Protection District



SISTERS-CAMP SHERMAN RFPDBOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 5

ADMINISTRATIVE BATTALION CHIEF OF OPERATIONS

WORK HOURS: 40 hours/week (EXEMPT)

DATE: 04/12/2026

REVISED: 06/10/2026

CODE: 2-1-45

Page 1 of 4

GENERAL DESCRIPTION

This senior-level command position serves as the second in command of the Fire District under the direction of the Fire Chief. The Battalion Chief of Operations is responsible for the leadership, coordination, and supervision of all operational functions of the District, including emergency response, line personnel, apparatus readiness, and daily shift activities. Work is performed in both office and field settings and requires flexibility to maintain consistent engagement with 24-hour shift personnel and volunteers. The Battalion Chief responds to emergency incidents and may assume command up to and including Incident Commander.

SUPERVISORY RESPONSIBILITIES

Supervised by and receives general direction from the Fire Chief. Exercises direct supervision over Captains and all personnel assigned to operations, including career and volunteer members. Has authority to impose formal discipline on subordinates, up to and including 48 hours unpaid suspensions.

Commented [JS1]: Should this be "Shift Commanders/Captains"

Commented [TP1R2]: Yes

ESSENTIAL DUTIES

- Serves as the senior operational officer in the absence of the Fire Chief.
- Plans, coordinates, and supervises fire suppression, EMS, and special operations.
- Manages assigned program areas.
- Supervises Captains and ensures operational consistency across all shifts.
- Conducts performance evaluations related to operational performance and readiness.
- Directly supervises subordinate employees with authority to discipline up to and including unpaid suspensions of up to 48 hours.
- Oversees station readiness, apparatus condition, and staffing levels.
- Ensures operational readiness of personnel; training delivery is assigned to the Battalion Chief of Training.
- Identifies operational performance gaps and communicates needs to Training.
- Oversees EMS, wildfire, and special operations deployment.
- Coordinates with regional agencies for operational response and mutual aid.
- Assists in development of operational policies and Standards of Coverage.
- Represents management in labor relations, including collective bargaining, labor-management committee, and contract administration and enforcement.
- Serves as Duty Officer and attends Board meetings as assigned.
- Actively participates in, and makes recommendations for, hiring, evaluating, promoting and/or assisting in fire district investigations.

Commented [JS2]: Should this be "Shift Commanders"

Commented [TP2R2]: Yes

Commented [JS3]: Isn't this a conflict of interest considering this position is going to be in the union?

Commented [TP3R2]: This position will NOT be in the union

SISTERS-CAMP SHERMAN RFPDBOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 5

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- Identifies and works to mitigate potential hazards that members may encounter in the course of their duties.
- Provides interpersonal conflict resolution to employees as needed.
- Completes all necessary reports, correspondence, and documentation as required in the performance of assigned duties.
- Speaks before groups and effectively presents materials or information.
- Safely and effectively operate an emergency vehicle under normal and emergency response.
- Possesses administrative knowledge of computerized records management systems, including: Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).
- Maintains an adequate level of fitness to perform essential job duties.
- Performs other duties as assigned by the Fire Chief.

DIVISION OF RESPONSIBILITY

The Battalion Chief of Operations is responsible for operational readiness, emergency response, and system performance. The Battalion Chief of Training is responsible for training programs, certification compliance, and safety programs. Both positions collaborate to ensure continuous improvement of District services.

MINIMUM QUALIFICATIONS: (Exceptions to minimum qualifications may be made at the discretion of the Fire Chief, or his/her designee, if the candidate possesses a combination of experience and training which provides the desirable knowledge, skills and abilities).

Education:

Associate's degree in one of the following; Fire Science, Fire Service Administration, Emergency Medical Services, Emergency Management.

Certification/License:

EMT/or EMT-Paramedic with Current CPR certification.

DPSST/NFPA – Firefighter II

DPSST/NFPA – Fire Officer I

DPSST/NFPA – Fire Instructor I

DPSST/NFPA – HazMat IC training

DPSST/NWCG Single Resource Engine Boss

ICS 100, 200, 300, 400, 700, 800 and OSHA equivalent HazMat Emergency Responder within (12) twelve months of employment.

Possession of, or the ability to obtain and retain, an Oregon driver license within 30 days of employment and be insurable by the District's insurance carrier.

SISTERS-CAMP SHERMAN RFPDBOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 5

ADMINISTRATIVE BATTALION CHIEF OF OPERATIONS

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Experience:

Minimum of Ten (10) years of experience in a like-size or larger career or combination fire department with at least four (4) years at the company officer level (Captain rank or above).

DESIRABLE QUALIFICATIONS:

Education:

Bachelor's Degree in Fire Service Administration, EMS Administration, Emergency Management Administration, or a related field.

Certification/License:

DPSST/NFPA - Fire Officer II*
DPSST/NFPA- Fire Officer III
DPSST/NFPA - Fire Officer IV
DPSST/NFPA – Fire Instructor II*
NFA Incident Safety Officer
DPSST/NWCG – Task Force/Strike Team Leader*
DPSST/NWCG – Division/Group Supervisor
Blue Card – Incident Commander*
CPSE-CPC – Chief Officer credential

**Required training and certification achieved at the earliest possible timeframe, based on workload and availability of courses.*

RESIDENCY REQUIREMENT:

This position will be bound by the district's residency requirement as outlined in policy 2-1-27. (This position will participate in Northwest Fire Duty Chief rotation and shall maintain residency within Sisters, Cloverdale, or Black Butte Ranch service areas).

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions below.

SISTERS-CAMP SHERMAN RFPD BOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 5

CODE: 2-1-45

ADMINISTRATIVE BATTALION CHIEF OF OPERATIONS

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WORK HOURS: 40 hours/week (EXEMPT)

DATE: 04/12/2026

REVISED: 06/10/2026

While performing the duties of this job, the employee is frequently required to sit; talk or hear; walk; use hands and fingers to handle, or operate objects, tools, or controls; and reach with hands and arms. The employee frequently must lift and move up to 10 pounds and occasionally move up to 150 pounds. Employee is occasionally required to climb, balance, stoop, kneel, crawl, and smell.

Vision abilities required are close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee must pass a hearing test within normal range. (*Vision, hearing devices, and adaptive technology may be used to achieve requirements.*)

The employee must meet the physical requirements as outlined in the Sisters-Camp Sherman Fire District Medical Release Form.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is primarily performed in offices, vehicles and outdoor settings in all weather conditions including temperature extremes during day and night. Work is often performed in emergency and stressful situations. The individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents or oils. During firefighting activities, an employee is exposed to restricted environment with temperature variance and periods of extreme physical exertion.

The employee occasionally works near moving mechanical parts and in highly precarious places and is exposed to wet or very dry conditions, fumes, airborne particles, toxic or caustic chemicals and a risk of electrical shock and vibration.

The noise level is usually quiet in the office setting and loud at the emergency scene.

**Sisters-Camp Sherman Rural Fire Protection District is an equal opportunity employer. Employment is based on qualifications free of personal and political considerations, with equal opportunity for all with no discrimination on the basis of race, color, religion, sex, national origin, age, disability, marital status, changes in marital status, pregnancy, parenthood, genetic information or any other basis prohibited by law. **

SISTERS-CAMP SHERMAN RFPDBOOK 2 – ADMINISTRATION

CHAPTER 1; SUBJECT 5

CODE: 2-1-45

ADMINISTRATIVE BATTALION CHIEF OF OPERATIONS

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WORK HOURS: 40 hours/week (EXEMPT)

DATE: 04/12/2026

REVISED: 06/10/2026

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Fire & Life Safety Division Report

October 2026

(Statistics included are from the prior month)

Summary of the Fire & Life Safety Division Monthly Report

1. Public Education & Community Outreach

- **Trainings & Health:** 12 CPR classes, 5 Stop the Bleed classes, and 11 blood pressure screenings.
- **Safety Checks & Installs:** 10 wildfire home safety assessments, 130 sidewalk assessments with door hangers (Village at Cold Springs), 4 smoke alarm installations, 5 address sign installations, and 5 child safety seat checks.
- **Community Events & Permits:** 1 special event and 1 ISU response/event. Reviewed public event permits for the Celebration of Life Ceremony, Happy Girl Run, Harvest Faire, and Trunk or Treat.

2. Plan Reviews, Inspections, & Compliance

- **New Construction:** Reviewed 6 new construction plans and completed 1 alarm/sprinkler final.
- **Commercial Inspections:** Conducted numerous commercial business inspections and re-inspections (including local shops, food carts, and Sisters Folk Festival vendor locations like Village Green Park and Oliver Lemons).
- **Administrative Reviews:** Completed 5 addressing reviews, 4 Knox-box lockups, 6 business license reviews, and recorded 0 fire investigations.

3. Training & Collaboration

- **External Training:** Staff attended webinars and training courses, including Car Seat to Cane, Brycer Report Review, CRR Kit, and DPSST Youth Firesetters.
- **Meetings:** Participated in multiple agency and community meetings, including Project Wildfire, City of Sisters wildfire resiliency workshops, Shift Commander and Officers meetings, and collaborative sessions with the USFS and SPRD.

4. Major Division Updates

- **Knox Key Secure Program:** Successfully completed across all apparatus and staff vehicles (excluding tenders) with new hardware and tracking software.

- **"Fire Away" AI Tool:** Launching a new AI assistant on the district website (also accessible via QR code below) to help explain wildfire safety rules and guidance to the community.

Pub Education Report & Fire Corps:

- ISU Events / Responses
 - 1
- CPR Training
 - 12
- Stop the Bleed
 - 5
- Community AED
 - 0
- Blood Pressure Screenings
 - 11
- Wildfire Home Safety Assessments
 - 10 + 130 Side walk assessments with door hanger at Village at Cold Springs
- Home Safety Assessments
 - 0
- Smoke Alarm Installations
 - 4
- Fire Station Tours
 - 0
- Special Events
 - 1
- Address Signs
 - 5
- Child Safety Seats
 - 5

Public Event Permit Applications Review:

- Celebration of Life Ceremony
- Happy Girl Run
- Harvest Faire
- Trunk or Treat

New Construction Plan Review:

- 282 E. Black Butte Ave.
- 314 W. Wapato Loop
- 322 N. Trinity Way
- 401 E. Main Ave.
- 454 E. Wapato Loop
- 15455 McKenzie Hwy

Alarm / Sprinkler Final:

- 1300 W. McKenzie Hwy

Commercial Business Inspections:

- 111 W. Barclay Dr., Suite 101 Re-inspection x 2
- 171 W. Cascade Ave.
- 403 E. Hood Ave. Re-Inspection
- 401 E. Main Ave.
- 382 S. Cedar St. Suite 101 Re-Inspection
- 303 E. Hood Ave. Re-Inspection x 2
- 332 W. Barclay Dr.
- 222 N. Trinity Way
- 178 S. Elm St. Re-Inspection
- 109 W. Barclay Dr., Suite 103 Re-Inspection
- 352 E. Hood Ave.
- 207 N Fir St. Suite 203
- 15100 McKenzie Hwy
- 611 E. Cascade Ave. x 2
- 1750 W. McKinney Butte Rd.
- 525 E. Cascade Ave.
- SFF – Village Green Park
- SFF – Oliver Lemons
- SFF – Sisters Art Works
- SFF – 5 Food carts and Vendors

Other Fire Safety / Prevention / Pub Education Request:

- Addressing review - 5
- Knox-box lockups. 4
- Business License Review
 - 207 N. Fir St. Suite 203
 - 252 E. Hood Ave. Suite 105
 - 332 W. Barclay Dr. Suite 101
 - 463 N. Village Meadow Rd.
 - 700 W. Canopy Way
 - 841 S. New Moon Ct.

Fire Investigations:

- 0

Outside Training & Events Attended:

- Car Seat to Cane – Educational Webinar

- Brycer Report Review Webinar
- CRR Kit Webinar (Steven)
- DPSST Youth Fire Setters (Steven)

Meetings Attended:

- Officers Meeting
- City of Sisters Wildfire Mitigation Land Use Goals and Strategies
- Shift Commander Meeting
- Xyloplan Presentation
- City of Sisters Workshop – Wildfire Prep
- Project Wildfire
- Board Meeting
- Folk Festival – Pre-Meeting
- Central Oregon Prevention Coop Meeting
- Staff Meeting
- City of Sisters Wildfire Resiliency Workshop
- USFS – Wilderness Lake Retreat Fuel Mitigation Work Project
- Project Wildfire Neighborhood Coalition Monthly Meeting
- Safety Committee Meeting
- SCSFD / OWIL Meeting
- Kids Fest Review with SPRD
- Pre-Application Meeting – City of Sisters

Notable Events:

- Knox Key Secure Program was completed with all apparatus and staff vehicles (except tenders) equipped with Knox Key Secure hardware and tracking software.
- Fire Away. Fire Away uses AI to help explain our guidance and rules that help keep you safe from wildfire. Fire Away will be added and accessed through our website. Below is a QR code that will give you access to Fire Away.

