



AGENDA

Notice of Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
January 21, 2014 – Administration Building – 5:00 p.m.

1. Open the regular meeting
2. Consider application for Board appointment
3. Association report
4. Consent agenda
 - a. December 17, 2013 Minutes of regular meeting
 - b. Dashboard report
 - c. Bank statement and reconciliations
 - d. Operating fund summaries
 - e. Check register
 - f. Ambulance report
5. Administration
 - a. ISO Update
 - b. Update for Financial Manager & Community Risk & Fire Safety Manager
 - c. Medical return to work Staff Report
 - d. SDAO Grant
 - e. Benefits for transferred employee (Jeremy Ast)
 - f. Chief Karjala Staff Report- Vehicle Replacement
6. Resolutions:
 - a. Resolution # 2013-2014-003
7. Any other business
8. President Report
 - a. SDAO conference
9. Correspondence
10. Fire Chief Report:
 - a. Call activity and personnel response – December 2013
11. Any other business
12. Meeting adjourn



APPLICATION FOR BOARD OF DIRECTOR APPOINTMENT

Completed applications are due by Monday December 16 at 4:00 p.m. in the Administration Office, 301 S. Elm Street, Sisters, Oregon 97759 or to houck@sistersfire.com

Name: Roger W. White	Employer: Camp Sherman Store	Position: Owner
Address: PO Box 1 Camp Sherman, OR 97730	City: Camp Sherman	Zip: 97730
Home Phone: 541-595-5606	Business Phone: 541-595-6711	
Email Address: roger@campshermanstore.com		
How did you hear of this opening: Chuck Newport		
Briefly describe your background and experience: U.S. Marine Corps - 4yrs One year community college 6 months neon trade school Neon shop owner Co-Owner Camp Sherman Store		
List any special training, skills, or experience you have that are pertinent to this position: No training in fire science or EMT. Always happy when the fire department arrives. I have the experience of being self employed most of my life. I am a good listener.		

Briefly describe your employment, professional and community volunteer background:

75-79 .USMC
79-84- misc retail
83-84- Chemeketa Comm. College
85- Neon Art School - Portland, OR
85-96 Self employed - Max Neen
96-Present - Camp Sherman Store

What community affiliations or activities have you participated in?

Metolius Recreation Assn (Camp Sherman Chamber)
18 yrs - member, 17 years on board, 12 years as
Pres or V.P.

Camp Sherman Transfer Site Board Member
Committee represents Camp Sherman for
Jefferson County Commissioners. 1998 to
present.

List any public offices or governmental boards or committees that you have served on that have not all ready been mentioned:

Black Butte School - School Board

1yr member of board

1yr Vice-chair of board

5yr Chairman of board
2002-2007

Sisters Chamber of Commerce

3yr - board member
2005-2008

Discuss your motivation for serving on this Board:

There has been a need for volunteer fire fighters in Camp Sherman for years.

I was never in the position where I had time to train and hold a position in the department due to family and business obligations.

Now I have time and I think serving as a board member would be a good way to help both, our community and the department.

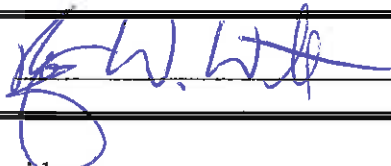
State your goals for Sisters-Camp Sherman Rural Fire Protection District:

My goal would be part of the team that would help the Sisters/Camp Sherman RFPD continue their outstanding work and keep the outstanding reputation they have earned.

Please provide any additional information or comments which you believe will assist the Board of Directors in considering your application

In our 18 years in Camp Sherman, we have met all of our full and part-time neighbors. We have also had the opportunity to meet thousands of visitors and travellers. I think I can be a good representative of and a spokesman for our area.

Signature of Applicant:



Date 1-10-14

Return to:
Chuck Newport, President
Board of Directors of the
Sisters-Camp Sherman Rural Fire Protection District
301 South Elm Street
PO Box 1509
Sisters, Oregon 97759



OATH OF OFFICE

I, ROGER WHITE, DO SOLEMNLY SWEAR THAT I WILL SUPPORT
THE CONSTITUTION OF THE UNITED STATES 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

ROGER WHITE

SUBSCRIBED AND SWORN TO BEFORE ME THIS 21ST DAY OF JANUARY 2014.

NOTARY PUBLIC FOR OREGON

MY COMMISSION EXPIRES: _____

January, 2014

Happy New Year!

The Sisters – Camp Sherman Fire and Ambulance Association finished 2012 with a very successful community Christmas dinner and children's "giving tree" gifting event.

Rita Hodge chaired our Christmas Day dinner, once again, along with a great turn out of help to prepare, serve and clean up. We served one hundred and twenty-five guests here at Station 701 in our Community Hall! Many thanks to Rita and her staff and also to Sisters Community Church, for allowing us use of their beautiful kitchen facilities!

Bill Hayes, Ben Bruegeman, Marcia Marr, Bryce Hughes and Luke Boskovitch organized the Association "giving tree" gifts project for community children this year. Their leadership, and the help of many other supporters enabled us to provide Christmas presents to one hundred and sixty local children. Many thanks go to our association members for their time and effort in making this event successful! Thanks also to Ray's Food Place, Bimart and Black Butte Ranch for providing store space for the "giving trees." Additionally I recognize that many local community members provided toys, clothing and financial aid to help make this project a success!

I thank you members of our District Board, and our department staff, for your continuing support of the Sisters – Camp Sherman Fire and Ambulance Association, and I look forward to our 2014 schedule of service to our community and fire district.

Sincerely,

Jeff Liming
Association President



December 17, 2013 Board of Directors Regular Meeting Minutes of the Sisters-Camp Sherman Rural Fire Protection District – Admin Building

President Chuck Newport calls the meeting to order at 5:00 p.m. Directors attending: Al McKenzie and Donald Boyd. Director absent: Chris Perry. Staff attending: Chiefs Johnson, Karjala and Ast, and Admin Houck. Chief Ast stays for a short portion of the meeting.

No Association report was received.

Unanimously approves Consent Agenda. Motion Director McKenzie, second Director Boyd. Discussion: new fuel vendor, electricity conservation costs not realized; options include: larger radiant heaters, ceiling fans, and insulation.

Administration:

- 1. Unanimously approve Non-Emergency Overtime Policy.** Motion Director McKenzie, second Director Boyd.
- 2. Unanimously approve SDAO 2014 Insurance Policy and authorizes President Newport to sign as District Representative for two-year (2) longevity agreement.** Motion Director Boyd, second Director McKenzie.

Unanimous board consensus:

- 3.** Table Physical and Medical Requirement/Job Description. Chief Johnson instructed to obtain procedures and requirements from other agencies with similar situations.
- 4.** Defer revising current Return to Work Policy
- 5.** Deny Susan Houck's request for medical benefit

Financial Manager Position Application Update: SDAO has received four applications. Processed closed on December 17, 2013 at 5:00 p.m. PST.

President Report:

1. Board received Chris Perry's resignation as Director
2. Board receives and review Director application from Heather Johnson at which time the Board,

Unanimously resolves to appoint Heather Johnson to fill position 1 Board Vacancy. Motion Director Boyd, second Director McKenzie. This position will service until May 2015 at which time the position is placed on the ballot to fill the rest of the two (2) year term.

Fire Chief Report:

1. Floating fire-medec position update: may defer process until March/April; allowing students and volunteers to obtain certifications making them eligible to apply for the position;
2. Review assessor's fire bound map

No other business discussed; the meeting adjourns at 6:10 p.m.

Respectfully submitted,

Sisters-Camp Sherman Dashboard		1/1/2014		
Legend	Good	Bad	Neutral	
Financial				
	2013/2014 Budget	2013/2014 YTD. Actual	% of Budget	50% goal
Revenue				
Beginning Fund Balance	\$ 1,294,308.00	\$ 1,445,049.00	111.65%	
Property Taxes Recvd.	\$ 2,044,077.00	\$ 1,883,235.75	92.13%	
Ambulance Revenue	\$ 225,000.00	\$ 155,047.14	68.91%	
Fire Med Memberships	\$ 25,000.00	\$ 12,862.49	51.45%	
Other	\$ 19,885.00	\$ 23,415.49	117.75%	
Total YTD Revenue	\$ 3,608,270.00	\$ 3,519,609.87	97.54%	
	2013/2014 Budget	2013/2014 YTD. Actual	% of Budget	
Expenditures				50% goal
Personnel	\$ 1,890,535.00	\$ 950,845.88	50.30%	
Materials and Services	\$ 534,943.00	\$ 185,224.59	34.63%	
Capital Outlay	\$ 33,600.00	\$ 467.72	1.39%	
Debt Service	\$ 142,962.00	\$ 142,962.00	100.00%	
Total YTD Expenditures	\$ 2,602,040.00	\$ 1,279,500.19	49.17%	
Cash Balances	11/31/2013	12/31/2013		
U.S. Bank Operating Account	\$ 112,193.39	\$ 118,684.65		
Bank of the Cascades (pool)	\$ 5,606.26	\$ 5,607.45		
Local Govt. Invest. Pool	\$ 2,362,718.23	\$ 2,195,825.11		
Employment Reserve Fund	\$ 107,591.62	\$ 107,591.62		
Building Reserve Fund	\$ 49,195.93	\$ 49,195.93		
Equipment Reserve Fund	\$ 99,793.35	\$ 99,793.35		
Technology Reserve Fund	\$ 3,025.85	\$ 3,025.85		
Debt Service Fund	\$ 225,265.05	\$ 255,770.00		
Total All Funds	\$ 2,965,389.68	\$ 2,835,493.96		
Volunteer Activity	Last Month	Current Month		
Number of Vol. Firefighters	28	27		
Number of EMS Vol.	6	6		
Number of Auxillary Vol.	12	12		
Number of Student Vol.	7	7		
Volunteers In Training Acad.	0	0		
Volunteers in Recruitment	4	0		

Legend	Good	Bad	Neutral		
Emergency Responses	Last Month	Current Month	Year to Date		
Reported Fires	14	18	185		
Confirmed Structure Fire	0	0	5		
Confirmed Wildland Fire	0	0	26		
Ambulance Responses	52	51	738		
Ambulance Transports	35	33	403		
Air Ambulance Transports	2	2	18		
Total calls for month	66	69	923		
Personnel Response	Last Month	Current Month	Year to Date		
Volunteer Responses	234	195	2901		
Average Volunteer Response	3.54	2.82	3.39		
Career Responses	186	195	2489		
Average Career Response	2.81	2.82	2.91		
7 PC's initiated	17	17	250		
7 PC's Covered	8	12	159		
Fire Prevention	Last Month	Current Month	Year to Date		
Pre-Fire Plan Surveys	continuing	continuing	3		
Fire and Life Safety Insp.	3	0	19		
Public Ed. Presentations	3	0	20		
Training Hours	Last Month	Current Month	Year to Date		
Volunteer Training Hrs.	204.75	185.25	3024.6		
Career Training Hrs.	54.75	45.25	1123.75		
Instructor Hrs.	56.5	49.25	685.65		
Employee Injuries	Last Month	Current Month	Year to date		
Requiring Treatment	0	0	4		
Not Requiring Treatment	1	0	5		



Monthly Local Government Statement of Account Balance and Transactions

Sisters-Camp Sherman RFPD

Account: 0000004374

December 31, 2013

Page 1 of 1

Susan Houck
Sisters-Camp Sherman RFPD
PO Box 1509
Sisters, OR 97759

ENTERED
1-6-14

Balance
Correct

Beginning Balance	Debits		Credits		Interest Amount	Fee Amount	Ending Balance
	Count	Amount	Count	Amount			
\$2,622,324.98	1	200,000.00	2	29,216.62	1,150.10	10.85	\$2,452,680.85

Effective Date	Posting Date	Description / Comments	Document Number	Item Count	Debit Amount	Credit Amount	Balance
OR Treasury							
12/3/2013	12/3/2013	TES Deschutes County TT End of day balance	AT8113934			28,665.37	2,650,990.35
OR Treasury							
12/4/2013	12/4/2013	TES Jefferson County TT End of day balance	AT8124446			551.25	2,651,541.60
OR Treasury-Outgoing ACH							
12/10/2013	12/10/2013	Voice Response Withdrawal End of day balance	DVA8142509		200,000.00		2,451,541.60
OR Treasury							
12/31/2013	12/31/2013	Interest Credit	EI123113			1,150.10	
12/31/2013	12/31/2013	ACH Direct Deposit Fee	FEE123113		0.05		
12/31/2013	12/31/2013	Manual Transfer-In Fee	FEE123113		0.80		
12/31/2013	12/31/2013	Monthly Maintenance Fee	FEE123113		10.00		
		End of day balance					2,452,680.85

Fees

Description	Item Count	Amount	Current Rate
ACH Direct Deposit Fee	1	0.05	0.0500
Manual Transfer-In Fee	2	0.80	0.4000
Monthly Maintenance Fee	1	10.00	10.0000

Interest

Effective Date	Rate
12/1/2013	0.5400%
Average Annualized Rate:	0.5400%

Note: The average annualized rate for the month is not the exact rate at which your account earned unless you had the exact same balance every day during the month.

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			11/30/2013 (11/13) Balance	1-00-0-1070			2,362,718.23
12/31/2013	CRJE	1	LGIP Fees			10.85 ✓	
12/31/2013	CRJE	3	LGIP Interest		1,150.10 ✓		
12/10/2013	CRJEU	1	tx from lgip to us bank			200,000.00 ✓	
12/04/2013	JE	1	jefferson county taxes		551.25 ✓		
12/02/2013	JE	4	des cty taxes		28,665.37 ✓		
12/31/2013	JE	10	Jefferson County Tax Deposit		2,751.01		
12/31/2013 (12/13) Period Totals and Balance					33,117.73 *	200,010.85-	2,195,825.11

Number of Transactions: 6 Number of Accounts: 1

Total GENERAL FUND:

Debit	Credit	Proof
33,117.73	200,010.85-	166,893.12-

2,751.01 -
2,195,074.11 +

* outstanding deposit
1-2-14

will show on Jan stmt

<2751.01>
2193074.1

Balance Exact
1-6-14

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Empl Fund			11/30/2013 (11/13) Balance	2-00-0-1070			107,591.62
			12/31/2013 (12/13) Period Totals and Balance		.00 *	.00 *	107,591.62

Number of Transactions: 0 Number of Accounts: 1

Total EMPLOYMENT RESERVE FUND:

Debit	Credit	Proof
.00	.00	00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Bldg Fund			11/30/2013 (11/13) Balance	3-00-0-1070			49,195.93
			12/31/2013 (12/13) Period Totals and Balance		.00 *	.00 *	49,195.93

Number of Transactions: 0 Number of Accounts: 1

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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			11/30/2013 (11/13) Balance	4-00-0-1070			99,793.35
			12/31/2013 (12/13) Period Totals and Balance		.00	.00	99,793.35

Number of Transactions: 0 Number of Accounts: 1

Total EQUIPMENT RESERVE FUND:

Debit	Credit	Proof
.00	.00	.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			Technology Reserve Fund				
			11/30/2013 (11/13) Balance	5-00-0-1075			3,025.85
			12/31/2013 (12/13) Period Totals and Balance		.00 *	.00 *	3,025.85

Number of Transactions: 0 Number of Accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total TECHNOLOGY RESERVE FUND:

Number of Transactions: 6 Number of Accounts: 5

Grand Totals:

Debit	Credit	Proof
33,117.73	200,010.85	166,893.12

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Periods With No Activity
- Print Period Totals
- Print Grand Totals
- Page and Total by Fund
- All Segments Tested for Total Breaks
- Account.Account Number = 10001070,20001070,30001070,40001070,50001070,50001075

Ref: 1800
 Minnesota 55101-0300
 BKG Y ST01

Account Number:
 1 536 9523 7070
 Statement Period:
 Dec 2, 2013
 through
 Dec 31, 2013
 Page 1 of 15



000000650 2 SP 106481407622795 P
 SISTERS-CAMP SHERMAN RURAL
 FIRE PROTECTION DISTRICT
 OPERATING FUND
 PO BOX 1509
 SISTERS OR 97759-1509

To Contact U.S. Bank
Commercial Customer Service: 1-877-296-2509
Telecommunications Device for the Deaf: 1-800-665-5065
Internet: usbank.com

EWS FOR YOU

Whether you're just starting out, ready for an upgrade, or looking to make sure you meet the new ACA compliance requirements, ADP can take on the administrative burden of your payroll so you can get back to running your business. Receive up to a \$400 credit when you sign up for payroll processing by December 31, 2013. To learn more, talk to your business banker, visit www.usbank.com/ADP, or call 877-743-5726 Option 7. Restrictions apply. Please see full terms and conditions.

Price changes for U.S. Bank's Business Checking, Savings, and Treasury Management Services are effective January 1, 2014. You can view revised pricing (only those prices that changed) at <https://www2.usbank.com/tmpricing> beginning December 1, 2013. Please enter the Access Code listed below to view price changes that may apply. If you experience difficulty accessing this information, please contact Customer Service at the number listed in the upper right corner of this statement or by sending an email to Customer Service at commercialsupport@usbank.com.

Access Code: 20-1CC2-1CA1-0E4C

At U.S. Bank, protecting your accounts is our highest priority. We have many safeguards in place to help ensure your accounts are secure. One of these is to close long-term inactive cards. Therefore, if your U.S. Bank Business Visa Debit or ATM Card has not been used within the last 18 months, it will be closed. Please call us with any questions at 800-673-3555.

INFORMATION YOU SHOULD KNOW

New Terms & Conditions effective January 2, 2014
 New Terms & Conditions will be in effect for U.S. Bank business customers beginning January 2, 2014. You can view the new Terms & Conditions at usbank.com/tmtermsandconditions, using the access code: terms2013. If you are unable to access this information for any reason, please contact your Branch Banker, Relationship Manager, Treasury Management Consultant or Commercial Customer Service team for assistance. Note: U.S. Bank will never request sensitive information such as user names, passwords or payment security codes. Please do not respond to communications requesting sensitive information. If you suspect your computer has been compromised, contact Customer Service immediately.

BUSINESS EDGE CHECKING

Member FDIC
 Account Number 1-536-9523-7070

Bank National Association
 Account Summary

	# Items	\$	
Beginning Balance on Dec 2			112,193.39
Customer Deposits	9		33,808.05
Other Deposits	12		219,533.77
Other Withdrawals	8		147,632.31
Checks Paid	84		99,218.25
Ending Balance on Dec 31, 2013		\$	118,684.65

Balance exactly

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Dec 4	9797411498	552.54 ✓		Dec 23	9793590584	6,415.41 ✓
	Dec 11	9797043092	1,461.75 ✓		Dec 27	9797559174	6,039.04 ✓
	Dec 11	9797043096	2,754.43 ✓		Dec 30	9791061034	325.91 ✓
	Dec 18	9796645436	5,566.82 ✓		Dec 31	9792716586	4,701.31 ✓
	Dec 23	9793590556	5,987.84 ✓				

Total Customer Deposits \$ 33,808.05

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)
December 31, 2013

Account 10001030
Bank Account Number 153395237070

Bank Statement Balance	118,684.61	Book Balance Previous Month:	21,325.00
Outstanding Deposits	2,556.60	Total Receipts:	250,898.42
Outstanding Checks	5,546.44	Total Disbursements:	231,530.50
Bank Adjustments	.00	Book Adjustments:	00
Bank Balance:	115,694.81	Book Balance:	115,694.81

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
121	523.14	149	1,720.81	157	695.46		
123	1,058.00	153	1,720.81				
						Total:	2,556.60

Deposits cleared: 21 items Deposits Outstanding: 5 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
5200	200.00	5237	2,315.00	5240	107.00	5243	43.00
5226	139.00	5238	49.00	5241	950.00	5244	100.00
5233	150.00	5236	86.00	5242	464.50	122013	257.64
						Total:	5,546.44

Checks cleared: 94 items Checks Outstanding: 12 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

*Washington Fed
Federal Reserve
12-2013*

Account History

Account XXX-900086-8 | Business Money Marke

<u>Date</u>	<u>Description</u>	<u>Type</u>	<u>Check Number</u>	<u>Withdrawal</u>	<u>Deposit</u>	<u>Balance</u>	<u>Pending</u>
12/31/2013	INTEREST	Deposit			\$64.28 ✓	\$255,770.00	
12/10/2013	DEPOSIT	Deposit			\$2,442.19 ✓	\$255,705.72	
12/04/2013	DEPOSIT	Deposit			\$27,952.00 ✓	\$253,263.53	
12/04/2013	DEPOSIT	Deposit			\$46.48 ✓	\$225,311.53	

*Balance
Sheet*

*WASH
FEDERAL RESERVE BANK
12/31/2013*

Report Criteria

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Washington Federal (WashFed Bond Tax Acct) (10)
December 31, 2013

Account: 70001040

Bank Account Number: 831460031

Bank Statement Balance:	255,770.00	Book Balance Previous Month:	125,235.05
Outstanding Deposits:	.00	Total Receipts:	36,504.05
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Bank Adjustments:	.00
Bank Balance:	255,770.00	Book Balance:	255,770.00

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 4 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



SISTERS-CAMP SHERMAN RURAL FIRE
 PO BOX 1509
 SISTERS OR 97759

Page
 Primary Account:
 Date:

1 of 1
 439680
 12/31/13



Happy New Year!

We are excited to announce all Bank of the Cascades debit cards are being reissued with our new Cascade design. New debit cards, issued by MasterCard, are in the mail, your PIN number remains the same and all your card information has been transferred to the new card. Activate your card and start using it! If you have any questions please contact your local branch or our Customer Service Team. **Note: The old debit cards will expire on January 27th.**

Summary of Accounts

Account Number	Type of Account	Balance
4396804	Public Money Market	5,607.45

Balance exact

Public Money Market

Account Number	4396804	Statement Dates	12/02/13 thru 12/31/13
Previous Balance	5,606.26	Days in the Statement Period	30
Deposits/Credits	.00	Average Ledger	5,606.26
Checks/Debits	.00	Average Collected	5,606.26
Service Charges	.00	Interest Earned	1.15
Interest Paid	1.19	Annual Percentage Yield Earned	0.25 %
Current Balance	5,607.45	2013 Interest Paid	14.00

• Overdraft and Return Item Fees

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Non-Sufficient Item Fees	\$.00	\$.00

• Deposits and Credits

Date	Description	Amount
12/31	Interest Deposit	1.19

1.19

• Daily Balance Information

Date	Balance	Date	Balance	Date	Balance	Date	Balance
12/02	5,606.26	12/31	5,607.45				

*** END OF STATEMENT ***

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

MMA BOTC (MONEY MARKET ACCT BOTC) (1)
December 31, 2013

Account: 10001000

Bank Account Number: 04393804

Bank Statement Balance	5,807.45	Book Balance Previous Month	5,603.28
Outstanding Deposits	00	Total Receipts	1.13
Outstanding Checks	.00	Total Disbursements	.00
Bank Adjustments	00	Book Adjustments	.00
Bank Balance	5,807.45	Book Balance	5,607.45

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 1 items Deposits Outstanding: 0 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

Account Number	Account Title	2013-13 Period Actual	2013-14 Current year Actual	2013-14 Current year Budget	Balance Remaining +/-	2013-13 Percentage Collected
GENERAL FUND						
1-01-0-40100	Desch Cnty Current Yr Tax	27,866.67	1,676,712.66	1,797,050.00	120,337.34-	93.30
1-01-0-40200	Jeff Cnty Current Yr Taxe	2,393.92	153,904.29	187,727.00	33,822.71-	81.98
1-01-0-41100	Desch Cnty Prior Yr Taxe	686.08	44,842.60	53,400.00	8,557.40-	83.97
1-01-0-41200	Jeff Cnty Prior Yr Taxes	905.03	7,776.20	5,900.00	1,876.20	131.80
1-01-0-42100	Ambulance Transports	43,991.58	154,586.12	225,000.00	70,413.88-	68.70
1-01-0-42120	Ambulance Collection Ac	61.25	461.02	.00	461.02	.00
1-01-0-42200	Fire Contracts	2,060.31	2,060.31	3,100.00	1,039.69-	66.46
1-01-0-42300	Fire Apparatus Response	.00	.00	10.00	10.00-	.00
1-01-0-42400	Fire Med Membership	1,600.00	12,862.49	25,000.00	12,137.51-	51.45
1-01-0-42500	Pay from Outside Parties	.00	.00	60.00	60.00-	.00
1-01-0-43301	2013 SDAO Arson Grant	.00	500.00	.00	500.00	.00
1-01-0-44120	Bank Interest	.00	.00	.00	.00	.00
1-01-0-44140	Deschutes Cnty Interest	112.62	215.24	200.00	15.24	107.62
1-01-0-44160	Jefferson Cnty Interest	3.31	8.51	15.00	6.49-	56.73
1-01-0-44180	Reserve Bank Interest	1,151.29	4,206.29	7,000.00	2,793.71-	60.09
1-01-0-45000	Misc Revenue	213.98	15,813.23	8,000.00	7,813.23	197.67
1-01-0-45400	Volunteer Assoc Donation	325.91	325.91	.00	325.91	.00
1-01-0-45500	Community Room Reven	.00	286.00	1,500.00	1,214.00-	19.07
1-01-0-49990	Beginning Working Capita	.00	1,445,049.00	1,294,308.00	150,741.00	111.65
Total GENERAL FUND REVENUE:		81,571.95	3,519,609.87	3,608,270.00	88,660.13-	97.54
GENERAL FUND Revenue Total:		81,371.95	3,519,609.87	3,608,270.00	88,660.13-	97.54
Net Total GENERAL FUND:		81,371.95	3,519,609.87	3,608,270.00	88,660.13-	97.54

Account Number	Account Title	Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
GENERAL FUND						
	Total BOARD DEPARTMENT:	.00	48,184.44	50,530.00	2,345.56	95.36
	Total FIRE CHIEF DEPARTMENT:	13,522.62	83,842.28	167,114.00	83,271.72	50.17
	Total ADMINISTRATION DEPARTMENT:	34,484.08	122,413.49	213,811.00	91,397.51	57.35
	Total DEPT TRAINING:	.00	.00	.00	.00	00
	Total FIRE PREVENTION DEPT:	.00	.00	.00	.00	00
	Total CAREER DEPARTMENT:	91,180.54	519,048.18	1,100,843.00	581,794.82	47.15
	Total DEPUTY CHIEF - ADMIN:	12,766.80	77,482.71	161,526.00	84,043.29	47.97
	Total VOLUNTEERS DEPARTMENT:	84.79	2,183.22	8,650.00	6,466.78	25.24
	Total DEPUTY CHIEF - OPS:	13,028.54	77,506.94	159,980.00	82,473.06	48.45
	Total TEMPORARY EMPLOYEES DEPARTMENT:	47.38	20,184.62	28,081.00	7,896.38	71.88
	GENERAL FUND Expenditure Total:	165,114.75	950,845.88	1,890,535.00	939,689.12	50.30
	Net Total GENERAL FUND:	165,114.75-	950,845.88-	1,890,535.00-	939,689.12-	50.30
	Net Grand Totals:	165,114.75-	950,845.88-	1,890,535.00-	939,689.12-	50.30

Account Number	Account Title	Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
GENERAL FUND						
	Total BOARD DEPARTMENT:	39,602.60	47,869.09	84,653.00	36,783.91	56.55
	Total FIRE CHIEF DEPARTMENT:	256.29	1,465.73	8,400.00	6,934.27	17.45
	Total ADMINISTRATION DEPARTMENT:	5,240.21	19,900.99	51,515.00	31,614.01	38.53
	Total DEPT TRAINING:	120.00	6,193.84	35,650.00	29,456.16	17.37
	Total FIRE PREVENTION DEPT:	145.52	1,667.34	4,700.00	3,032.66	35.48
	Total CAREER DEPARTMENT:	239.72	843.92	2,340.00	1,486.08	36.05
	Total DEPUTY CHIEF - ADMIN:	293.71	876.14	6,400.00	5,523.86	13.69
	Total VOLUNTEERS DEPARTMENT:	279.74	3,716.47	36,050.00	32,333.53	10.31
	Total DEPUTY CHIEF - OPS:	351.28	701.10	6,435.00	5,733.90	10.90
	Total STUDENTS DEPARTMENT:	1,500.00	22,734.15	53,800.00	31,065.85	42.28
	Total EMERGENCY MED SERV DEPARTMENT:	2,214.69	11,797.10	49,950.00	38,152.00	23.52
	Total COMMUNICATIONS DEPARTMENT:	82.29	1,339.32	9,200.00	7,860.68	14.56
	Total FACILITIES DEPARTMENT:	5,221.79	36,369.10	91,750.00	55,380.90	59.64
	Total FIRE EQUIPMENT DEPARTMENT:	302.87	8,229.24	36,600.00	28,370.76	22.48
	Total VEHICLE MAINTENANCE DEPARTMENT:	2,395.58	21,521.06	57,500.00	35,978.94	37.43
	GENERAL FUND Expenditure Total:	58,246.29	185,224.59	534,943.00	349,718.41	34.63
	Net Total GENERAL FUND:	58,246.29-	185,224.59-	534,943.00-	349,718.41-	34.63
	Net Grand Totals:	58,246.29-	185,224.59-	534,943.00-	349,718.41-	34.63

Account Number	Account Title	2013-13 Current Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
GENERAL FUND						
	Total ADMINISTRATION DEPARTMENT:	.00	467.72	1,000.00	532.28	46.77
	Total EMERGENCY MED SERV DEPARTMENT:	.00	.00	3,000.00	3,000.00	.00
	Total COMMUNICATIONS DEPARTMENT:	.00	.00	5,000.00	5,000.00	.00
	Total FACILITIES DEPARTMENT:	.00	.00	.00	.00	.00
	Total FIRE EQUIPMENT DEPARTMENT:	.00	.00	24,600.00	24,600.00	.00
	GENERAL FUND Expenditure Total:	.00	467.72	33,600.00	33,132.28	1.39
	Net Total GENERAL FUND:	.00	467.72-	33,600.00-	33,132.28-	1.39
	Net Grand Totals:	.00	467.72-	33,600.00-	33,132.28-	1.39

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
4930	12/13	12/03/13	4930 Patsy Rubertus	amb refund rubertus	CALL#1070416	1-01-0-45000	9,790.00
5174	12/13	12/04/13	5174 Ace Hardware, Inc.	vehicle supply	113013	1-34-2-53100	100.15
	12/13	12/04/13	5174 Ace Hardware, Inc.	facility supply	113013	1-28-2-53100	22.15
5175	12/13	12/04/13	5175 Baxter Auto/S&S/Sisters	vehicle supplies	112513	1-34-2-53100	493.67
	12/13	12/04/13	5175 Baxter Auto/S&S/Sisters	GL/JA Battery for 793	112513-00	1-34-2-53100	120.05
	12/13	12/04/13	5175 Baxter Auto/S&S/Sisters	GL/JA Boot chains for volunteers	112513-01	1-34-2-53100	188.16
5176	12/13	12/04/13	5176 Bend Broadband	acct 170739-2&170584-1 cable	170739-2/1705	1-28-2-53820	1,127.30
5177	12/13	12/04/13	5177 Bend Oil Company	fuel	113013	1-34-2-52400	652.72
	12/13	12/04/13	5177 Bend Oil Company	fuel	113013	1-34-2-52400	905.07
5178	12/13	12/04/13	5178 CFC, INC	electric	112313	1-28-2-53830	136.08
5179	12/13	12/04/13	5179 City of Sisters	City Services	113013	1-28-2-53860	230.81
5180	12/13	12/04/13	5180 Doug Myers	reimb food for officers meeting	120213	1-30-2-53100	68.05
5181	12/13	12/04/13	5181 Gary Lovegren	reimb cell phone	112913	1-16-2-53812	52.53
5182	12/13	12/04/13	5182 Occupational Medicine at T	dierdorff	23280	1-18-2-53210	31.00
5183	12/13	12/04/13	5183 Pac Office Automation - Le	photocopier contract #25115770	20280198	1-13-2-53500	290.00
5184	12/13	12/04/13	5184 Postmaster	po box annual fee	120113	1-13-2-53500	106.00
5185	12/13	12/04/13	5185 Shift Calendars, Inc.	shift calendars	18879	1-13-2-53100	86.73
5186	12/13	12/04/13	5186 TRITECH	support contract billing & field data	20131126-34	1-13-2-53500	2,863.89
5187	12/13	12/04/13	5187 WFOA: The Daily Dispatch	Employment Ad Com Risk/Fire Mgr	3519	1-11-2-53100	225.00
5188	12/13	12/04/13	5188 Ryan Karjala	Cell phone reimb 2 months	120413	1-19-2-53810	147.56
5191	12/13	12/10/13	5191 C & K Market	kitchen	113013	1-18-2-53240	5.93
5192	12/13	12/10/13	5192 Cazelle, Inc.	support	54019	1-13-2-53500	343.00
5193	12/13	12/10/13	5193 Clearly Communications	phone charges	057696	1-28-2-53870	293.20
5194	12/13	12/10/13	5194 DMV	60615 certified print	112913	1-18-2-53210	6.00
5195	12/13	12/10/13	5195 Ed Staub & Sons Propane	Propane	113013	1-28-2-53850	549.74
5196	12/13	12/10/13	5196 Mission Linen Supply	mats/rugs	113013	1-28-2-53100	397.72
5197	12/13	12/10/13	5197 Quill	Office Supplies	7648184	1-13-2-53100	172.97
5198	12/13	12/10/13	5198 SDAO	Insurance Policy 29P52824 2014-2015	29P52824-201	1-11-2-52601	1,015.00
	12/13	12/10/13	5198 SDAO	Insurance Policy 29P52824 2014-2015	29P52824-201	1-11-2-52602	20,059.00
	12/13	12/10/13	5198 SDAO	Insurance Policy 29P52824 2014-2015	29P52824-201	1-11-2-52603	16,347.00

GI Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount	
5199	12/13	12/10/13	5199	Speer Hoyt LLC	legal	24365	1-11-2-52750	1,046.20
5200	12/13	12/10/13	5200	U. S. Bank - Bond Paymen	acct#108931000 fee	SISTERS RFP	1-13-2-53500	450.00
5201	12/13	12/10/13	5201	US Bank - Visa	AST DUTY BOOTS	113013	1-17-2-53700	219.95
	12/13	12/10/13	5201	US Bank - Visa	PRIMER PUMP MOTOR - 725	113013-00	1-34-2-53100	498.89
	12/13	12/10/13	5201	US Bank - Visa	#4485594555548062 maps	113013-01	1-19-2-51220	172.77
	12/13	12/10/13	5201	US Bank - Visa	fuel	113013-02	1-34-2-52400	59.60
	12/13	12/10/13	5201	US Bank - Visa	fc loding conference	113013-03	1-12-2-52900	250.29
	12/13	12/10/13	5201	US Bank - Visa	halloween pizza party	113013-04	1-18-2-53240	238.75
	12/13	12/10/13	5201	US Bank - Visa	hydroflasks	113013-05	1-01-0-45000	927.13
	12/13	12/10/13	5201	US Bank - Visa	belt	113013-07	1-19-2-53700	30.98
	12/13	12/10/13	5201	US Bank - Visa	ear plugs	113013-08	1-34-2-53100	30.59
	12/13	12/10/13	5201	US Bank - Visa	name tags	11313-06	1-30-2-52010	54.82
5202	12/13	12/11/13	5202	BOUND TREE MEDICAL,	EMS ORDER# 38130986	81255644	1-24-2-52800	159.22
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	FMS ORDER# 38130986	81256778	1-24-2-52300	205.00
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	EMS ORDER# 38130986	81258034	1-24-2-52800	109.25
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	EMS SUPPLY ORDER# 38134358	81268069	1-24-2-52800	334.78
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	EMS ORDER# 38130986	81271899	1-24-2-52800	25.96
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	EMS SUPPLY ORDER# 38134358	81271900	1-24-2-52800	51.92
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	AUXILIARY COMMUNITY CPR/1ST AID	81273258	1-15-2-51830	65.10
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	DOPAMINE	81273258	1-24-2-52800	16.22
	12/13	12/11/13	5202	BOUND TREE MEDICAL,	meds	81276306	1-24-2-52800	79.12
5203	12/13	12/11/13	5203	East Cascade Vyanet	monitor feeELM.301.1391459.V10	482841	1-28-2-53503	125.88
5204	12/13	12/11/13	5204	Norco Medical Supply, Inc.	CALIBRATION GAS FOR GAS MONITO	12499832	1-30-2-53100	150.00
5205	12/13	12/11/13	5205	Quill	med billing forms	7661238	1-13-2-53100	11.49
5206	12/13	12/11/13	5206	Shawn Vial	reimb pizza for firebusters	121013	1-15-2-51830	62.25
5207	12/13	12/11/13	5207	Sisters-Camp Sherman F&	donation from lions club	121113	1-01-0-45400	1,000.00
	12/13	12/11/13	5207	Sisters-Camp Sherman F&	donation from The Nugget	121113-00	1-01-0-45400	250.00
5208	12/13	12/16/13	5208	BOUND TREE MEDICAL,	AUXILIARY COMMUNITY CPR/1ST AID	81278008	1-15-2-51830	16.08
5209	12/13	12/16/13	5209	Bryce Hughes	mileage reimbursement	121313	1-20-2-53540	300.00
5210	12/13	12/16/13	5210	Impact Graphix & Signs, In	decals Clawson	25904	1-30-2-53100	30.00
5211	12/13	12/16/13	5211	John Failla	reimb mileage	121313	1-20-2-53540	300.00
5212	12/13	12/16/13	5212	Luke Boskovich	reimburse mileage	121513	1-20-2-53540	300.00
5213	12/13	12/16/13	5213	Pacific Power Products, Inc	customer # 67447 credit memo	CREDIT MEM	1-34-2-53100	260.08
	12/13	12/16/13	5213	Pacific Power Products, Inc	customer # 67447 vehicle supply	CREDIT MEM	1-34-2-53100	32.55
	12/13	12/16/13	5213	Pacific Power Products, Inc	customer # 67447 inv365107-00 generat	CREDIT MEM	1-28-2-53500	589.38
5214	12/13	12/16/13	5214	Quill	datastick	7705597	1-13-2-53100	67.90
5215	12/13	12/16/13	5215	Sisters-Camp Sherman F&	donation wojtasek & hartnack	121613	1-01-0-45400	1,000.00
5216	12/13	12/16/13	5216	Thornton Brown	cell phone reimb	121313	1-16-2-53810	50.81
5217	12/13	12/16/13	5217	Verizon Wireless	cell phones Account 971443696	9716067146	1-26-2-53810	62.29

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
5218							
12/13	12/16/13	5218	Ryan Karjala	donation from nyle & al for retirement gift	121613	1-01-0-45000	100.00
5219							
12/13	12/16/13	5219	Alpine Internet Solutions	monthly site express hosting	907146	1-13-2-53501	35.00
5220							
12/13	12/16/13	5220	Quill	aux vol first aid class items	7893649	1-13-2-53100	12.79
5221							
12/13	12/17/13	5221	Colin Weddle	reimb mileage	121613	1-20-2-53540	150.00
5222							
12/13	12/17/13	5222	Enerspect Medical Solution	BACK RAFT	13512	1-24-2-52800	330.00
5223							
12/13	12/17/13	5223	Gary Lovgren	cell phone reimb	120113	1-16-2-53812	50.53
5224							
12/13	12/17/13	5224	Jercmy Ast	Cell phone reimbursement	121713	1-17-2-53810	73.76
5225							
12/13	12/17/13	5225	Marc Proctor	reimb cell phone	121613	1-20-2-53540	150.00
5226							
12/13	12/17/13	5226	S & W Healthcare Corporat	SERIES 200 ECG ELECTRODES (1000/	190152	1-24-2-52800	139.00
5227							
12/13	12/17/13	5227	Sisters-Camp Sherman F&	donation wilson	121713	1-01-0-45400	100.00
5231							
12/13	12/23/13	5231	Blumenthal Uniforms & Eq	uniforms - career	36873	1-13-2-53700	364.00
5232							
12/13	12/23/13	5232	Deschutes County RFPD #	ics 300/400 keller	121613	1-14-2-52830	120.00
5233							
12/13	12/23/13	5233	Doug Hermens	juniper for lovegren retirement	566988	1-11-2-52960	150.00
5234							
12/13	12/23/13	5234	Enerspect Medical Solution	PEDIATRIC DEFIB PADS	12826	1-24-2-52800	111.50
5235							
12/13	12/23/13	5235	Hayden Jones	reimb mileage	122113	1-20-2-53540	300.00
5236							
12/13	12/23/13	5236	Ryan Karjala	reimb retirement supply expense	121813	1-11-2-52960	260.40
5237							
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation boeschen	122313	1-01-0-45400	1,000.00
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation sichler	122313	1-01-0-45400	25.00
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation cathcart	122313	1-01-0-45400	500.00
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation hogan	122313	1-01-0-45400	1,000.00
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation worcester	122313	1-01-0-45400	40.00
12/13	12/23/13	5237	Sisters-Camp Sherman F&	donation hennings	122313	1-01-0-45400	250.00
5238							
12/13	12/27/13	5238	CentruryLink	Acct 5415952373171B	121913	1-28-2-53870	49.30
5239							
12/13	12/27/13	5239	Norman J Crawford	cell phone reimbursement	122713	1-16-2-53811	80.00
5240							
12/13	12/27/13	5240	Purchase Power	postage acct 8000900005225226	122713	1-13-2-51210	197.00
5241							
12/13	12/27/13	5241	Robert Lloyd Sheet Metal, I	heating system edh's off line	274948	1-28-2-53500	950.00
5242							
12/13	12/27/13	5242	Sisters Landscaping, Co., I	landscape	12546	1-28-2-53502	464.50
5243							
12/13	12/27/13	5243	Sisters Screen Printing & E	tj/failia uniform emb	0977	1-13-2-53700	43.00
5244							
12/13	12/27/13	5244	State of Oregon-DAS-Prop	Customer # R09760 cups	ARK40479	1-20-2-53100	100.00
5245							
12/13	12/27/13	5245	WCP Solutions	supplies	448255	1-28-2-53100	161.17

Summary by General Ledger Account Number

Gl. Account	Debit	Credit	Proof
10002000	289.87	64,294.68-	64,004.81-
1-01-0-45000	1,027.13	9.79-	1,017.34
1-01-0-45400	5,165.00	.00	5,165.00
1-11-2-52601	1,015.00	.00	1,015.00
1-11-2-52602	20,059.00	.00	20,059.00
1-11-2-52603	16,847.00	.00	16,847.00
1-11-2-52750	1,046.20	.00	1,046.20
1-11-2-52960	410.40	.00	410.40
1-11-2-53100	225.00	.00	225.00
1-12-2-50900	256.29	.00	256.29
1-13-2-51210	197.00	.00	197.00
1-13-2-53100	352.00	.00	352.00
1-13-2-53500	4,052.89	.00	4,052.89
1-13-2-53501	35.00	.00	35.00
1-13-2-53700	427.00	.00	427.00
1-14-2-52830	120.00	.00	120.00
1-15-2-51830	145.52	.00	145.52
1-16-2-53810	50.61	.00	50.61
1-16-2-53811	86.00	.00	86.00
1-16-2-53812	103.11	.00	103.11
1-17-2-53700	219.95	.00	219.95
1-17-2-53810	73.76	.00	73.76
1-18-2-53210	37.00	.00	37.00
1-18-2-53240	242.74	.00	242.74
1-19-2-51200	172.74	.00	172.74
1-19-2-53700	30.98	.00	30.98
1-19-2-53810	147.56	.00	147.56
1-20-2-53540	1,500.00	.00	1,500.00
1-24-2-52400	652.72	.00	652.72
1-24-2-52800	1,561.97	.00	1,561.97
1-26-2-53310	82.29	.00	82.29
1-28-2-53100	703.32	.00	703.32
1-28-2-53500	1,539.38	.00	1,539.38
1-28-2-53502	464.50	.00	464.50
1-28-2-53503	125.88	.00	125.88
1-28-2-53820	1,127.96	.00	1,127.96
1-28-2-53830	136.98	.00	136.98
1-28-2-53850	549.74	.00	549.74
1-28-2-53860	233.81	.00	233.81
1-28-2-53870	342.50	.00	342.50
1-30-2-52010	54.82	.00	54.82
1-30-2-53100	248.05	.00	248.05
1-34-2-52400	964.07	.00	964.07
1-34-2-53100	1,482.49	280.08-	1,202.41
Grand Totals:	64,605.23	64,584.55-	20.68

Report Criteria:
Report type: Gl. detail

AMBULANCE REPORT ENDING DECEMBER 2013

MONTHLY CALL SUMMARY

<u>PRIMARY PAYOR</u>	<u># OF TRANSPORTS</u>	<u>AMT CHARGED</u>
<None>	17	\$ 918.00
AUTO GMAC	1	\$ 903.00
BCBS Participating	3	\$ 3,831.00
NORIDIAN ADMINISTRATIVE SVCS	16	\$ 19,447.00
PACIFIC SOURCE MEDICARE	3	\$ 3,918.00
SELF PAY PAYOR	3	\$ 4,365.00
UNITED HEALTHCARE	1	\$ 1,186.50
Total Charges	44	\$ 34,568.50

MONTHLY CREDIT SUMMARY

<u>REVENUE SOURCE</u>	<u># OF CREDITS</u>	<u>AMT RECEIVED</u>
PAYMENT INSURANCE AUTO	5	\$ 5,929.00
PAYMENT MEDICAID	6	\$ 448.73
PAYMENT MEDICARE PART B	34	\$ 16,458.19
PAYMENT CHECK	18	\$ 1,403.40
PAYMENT INSURANCE PRIMARY	19	\$ 12,798.68
PAYMENT INSURANCE SECONDARY	15	\$ 1,955.18
PAYMENT VISA/MASTERCARD	5	\$ 1,728.82
Total Payments		\$ 40,722.00

ADJUSTMENTS & WRITE-OFFS

ADJUSTMENT MEDICARE	40	\$ 18,611.07
ADJUSTMENT MEDICAID	7	\$ 2,909.18
ADJUSTMENT COLLECTION	1	\$ (1,022.65)
ADJUSTMENT FIREMED	3	\$ 938.04
Total Adjustments & Write-Offs		\$ 21,435.64
TOTAL REVENUE & ADJUSTMENTS		\$ 62,157.64

OUTSTANDING ACCOUNTS

BY AGE

CURRENT	\$ 39,511.53
31 TO 60 DAYS	\$ 21,636.10
61 TO 90 DAYS	\$ 7,618.25
91 TO 120 DAYS	\$ 10,293.86
121 TO 150 DAYS	\$ 8,301.46
151 TO 180 DAYS	\$ 6,972.50
OVER 180 DAYS	\$ 23,999.57
TOTAL OUTSTANDING AS OF 12/31/2 013	\$ 118,333.27



RESOLUTION 2013-2014-003
Resolution to Approve Expenditure From Equipment Reserve

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors budgeted funds to be expended in Unanticipated Costs from the Equipment Reserve Fund during the 2013-2014 budget period: and

WHEREAS, unanticipated 2013-2014 budgeted expense occurred in the Equipment Reserve Fund to purchase and equip a command staff vehicle.

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District unanimously approves the expenditure of Equipment Reserve funds not to exceed \$51,000 to purchase and equip a command staff vehicle.

Adopted this 21st day of January 2014.

Chuck Newport, President

Al McKenzie, Vice President

Donald Boyd, Secretary/Treasurer

Heather Johnson, Director

, Director

Staff Report

I. **Issue:** Supplemental Physical and Medical Requirements

Date: December 26, 2013

II. **Initiator:** Fire Chief Roger Johnson

III. **Contact Person:** Fire Chief Roger Johnson

IV. **Background:**

At the December Board of Directors meeting I presented a staff report recommending that the following language be added to job descriptions of personnel assigned to emergency operations: "Employees must meet the physical and medical requirements as outlined in the "Sisters-Camp Sherman Rural Fire Protection District Physical Requirements, Medical Requirements and Job Description for Personnel Assigned to Fire Operations"

The Board asked that I conduct further research in regards to the medical requirements and process for releasing employees to return to work from extended injuries. I researched three departments in Deschutes County and one other Oregon department. I also conducted an internet search of fire department return to work policies and found three other policies for review. I will provide a brief synopsis of the policies, and bring a copy of the policies to the Board meeting for your review. I will also provide the Board an electronic or printed copy of NFPA 1582 (2013) if you would like one.

Central Oregon Departments:

Redmond Fire and Rescue utilizes a standard medical release form for the physician to sign. The form is a two sided form and provides a general list of the physical requirements for firefighters. The form also has check boxes that detail the specific limitations or restrictions for employees who return to work in a light duty capacity.

Lapine Rural Fire Protection District doesn't utilize a standard physician sign off sheet, but does require that the physician follow NFPA 1582 guidelines. Lapine also utilizes the services of Cascade Occupational Health for independent physical evaluations or medical releases on a limited basis.

The City of Bend Fire Department utilizes a standard medical release form when the department determines that a written medical release is required. The release form is very detailed and provides spaces for the physician to document varying limitations in movement/lifting. The form also provides a detailed list of essential functions to perform the duties of a firefighter. In addition to the standardized physician release form, the department utilizes a Return to Work Assessment Packet. This form lists many of the essential tasks a firefighter must be able to perform. The employee's supervisor must check off each of the skills included in the packet before the employee is allowed to return to work without restrictions.

Other Departments:

Tualatin Valley Fire and Rescue has a very detailed fit for duty standard operating guideline (SOG). The SOG requires that individuals returning to work from a serious injury, extended absence, or other health related circumstance which may call into question the employee's ability to perform duties in an effective or safe manner must seek a medical release to work. The District utilizes a standardized release form and a list of communicable disease work restrictions.

The City of Everett Washington utilizes a standardized form for the physician to complete and provides a detailed list of physical requirements for firefighters. The form also has check boxes for the physician to document emotional condition and use of prescription medications. Everett also requires that training records be evaluated prior to releasing employee's to full duty.

Yakima County Fire Protection District No. 5 posted their medical release form online. The release form they use consists of a standardized release form and list of essential functions for different types of fire department duties. The release form also includes a signature line for the Battalion Chief's review and a lined page for the physician to add any supplemental information to the release document.

The last department evaluated had its policies regarding return to work posted online. The White Mountain Apache Fire and Rescue department utilizes a standardized physician release form and provides the physician with a detailed list of physical requirements to perform the functions of a firefighter. The form also provides spaces for the physician to document work restrictions for various movements.

Summary

Six out of seven departments evaluated utilized a standardized physician medical release form. All departments evaluated also provided supplemental information to the physician regarding the physical requirements for firefighters. Larger departments appeared to have a more thorough and detailed return to work process. The level of detail likely is related to the amount of experience these agencies have with injured workers.

V. Recommendation from staff:

Staff recommends that job descriptions for personnel assigned to fire operations be modified to include a reference to the medical requirements outlined in the Sisters-Camp Sherman Fire District Medical Release Form. Staff also recommends that District personnel utilize the standardized "Sisters-Camp Sherman Rural Fire Protection District Medical Release Form" when physician releases are required.

VI. Possible Motion:

Move to add the following sentence to job descriptions of personnel assigned to emergency operations. "Employees must meet the physical and medical requirements as outlined in the "Sisters-Camp Sherman Rural Fire Protection District Medical Release Form".

BUDGET IMPACT

EXPENDITURE REQUIRED: No	AMOUNT BUDGETED:	APPROPRIATION REQUIRED:
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Medical Release Form

Sisters-Camp Sherman Rural Fire Protection District

Please check one:

- Career/ Volunteer Firefighter: **Proceed to STEP 1**
 Position description _____: **Proceed to STEP 2**

Name: _____
 Date of Injury: _____
 Description of Injury/Illness: _____

STEP 1: 13 Essential physical functions for Career/ Volunteer Firefighters			
1	Ability to put on full firefighting PPE (see description) within a period not to exceed 60 seconds.	9	Ability to feel changes in temperature in zero-visibility conditions.
2	Enter and crawl on hands and knees through zero-visibility buildings/rooms with a fully charged hose in hand wearing full firefighting PPE and SCBA.	10	Ability to walk briskly for distances up to 1000 feet carrying a 25lb backpack on varying terrain and over uneven surfaces.
3	Drag charged 2-1/2 inch hose weighing 75lbs, 25 feet unassisted.	11	Carry 150 foot hose bundle weighing 35 lbs up 3 flights of stairs while wearing full firefighting PPE and SCBA.
4	Using heavy hand tools (axe, sledgehammer, etc), repeatedly strike solid surfaces (such as door jambs) to make forcible entry into buildings.	12	Remove a 24-foot extension ladder weighing approx. 70 lbs from the truck unassisted, position the ladder, and use halyard to extend the ladder.
5	Wearing firefighting PPE and using hydraulic tools weighing in excess of 30 pounds that are prone to multi-directional torque, cut roof posts on an automobile and extricate people weighing over 150 lbs.	13	Ability to carry an injured patient on a gurney and load patient into an ambulance. Ability to lift one end of the gurney weighing 150 lbs.
6	Wearing full firefighting PPE, pull 200 feet of uncharged 5 inch from shoulder height off a pumper and drag 50 feet to a hydrant.	Essential Environmental Conditions/Functions: <input checked="" type="checkbox"/> Perform in slippery areas <input checked="" type="checkbox"/> Work on or around moving machinery or equipment <input checked="" type="checkbox"/> Work 24 hours shifts with little or no sleep <input checked="" type="checkbox"/> Perform physically demanding tasks under extreme fluctuations in temp <input checked="" type="checkbox"/> Avoid and protect against infectious agents	
7	In zero-visibility conditions and wearing full firefighting PPE plus SCBA, crawl on hands and knees over uneven surfaces carrying forcible entry tools (axe) for 50 feet while systematically searching for trapped person(s).		
8	Drag a victim weighing more than 150 lbs out of a building unassisted while wearing full firefighting PPE including SCBA.		
NOTE: Full firefighting PPE includes turnout coat, pants with internal harness and suspenders, boots, gloves, nomex head protection, and helmet. SCBA is self-contained breathing apparatus, which includes a backpack, tank of compressed air, and positive-pressure mask over the entire face. Full firefighting PPE and SCBA worn together generally weighs in excess of 50 lbs (22.7 kilos).			

I have read the above essential duties for Career/Volunteer Firefighter and release to:

- Full Duty without restrictions (Stop Here, Sign Below and fax to Sisters-Camp Sherman Fire District at 541-549-1343)
 Modified Duty with restrictions (Do not sign and proceed to STEP 2)

Physician's Name: _____
 Physician's signature: _____ Date: ___/___/___

STEP 2: Physical Capabilities										
Circle the number of hours the employee can perform the particular task:										
Sit	1	2	3	4	5	6	7	8	Not Restricted	
Stand	1	2	3	4	5	6	7	8	Not Restricted	
Walk	1	2	3	4	5	6	7	8	Not Restricted	
Employee needs to alternate between sit/stand every _____ minutes/hours.										
Injury occurred on the: Right Side _____ Left Side _____ Both Sides _____										
Check the amount of time the injured worker is able to perform the particular task:										
	Never	Occasionally (<33%)	Frequently (33-66%)	Continuously (67-100%)	N/A					
Hand/wrist work										
Grasping										
Pushing/pulling										
Fine manipulation										
Reach above shoulder										
Bend/twist										
Kneel/squat										
Climb stairs										
Lifting 1-10lbs										
Lifting 11-20lbs										
Lifting 21-51lbs										
Lifting 50-100lbs										
Total number of hours/day the worker may work: _____ (if not indicated a full work shift will be assumed)										
Projected date employee can return to unrestricted duties: ___/___/___										
Have you informed the injured worker of the work status report? Yes _____ No _____										

I have read the above physical capabilities and release Name: _____ Position description: _____ to:

- Full Duty without restrictions (Please fax to Sisters-Camp Sherman Fire District at 541-549-1343) Modified Duty with Restrictions (see above Table for specifics)

Physician's Name: _____
 Physician's signature: _____ Date: ___/___/___

November 21, 2013

Chief Johnson
Sister-Camp Sherman RFPD
POB 1509
Sisters OR 97759

RCVD 11/26/13 PO# _____
ACCT# _____
CAPT. INITIALS _____
CHIEF INITIALS _____ *BJ*

Subject: SDAO Safety & Security Matching Grant

Congratulations!

Your request for the 2014 SDAO Safety & Security Matching Grant has been reviewed and your district has been awarded \$2,984 in matching funds. Please read the enclosed acknowledgement form and do the following:

- Check the appropriate box
- Sign the form
- Return the form to SDAO by mail, fax or email:

Sandy Galaway
PO Box 12613
Salem, Oregon 97309
Fax: (503) 371-4781
Email: sgalaway@sdao.com

Funds will be disbursed upon our receipt of your completed acknowledgement form.

The 2014 SDAO matching safety grant program received 127 applications!

Thank you for being a member of SDAO and for participating in our matching safety grant program. If you have any questions, please contact me at 800.285.5461 or sneufeld@sdao.com.

Sincerely,



Scott Neufeld
Risk Manager

Enc: Acknowledgement Form

RCVD 12/13 PO # _____
ACCT# _____
CAPT. INITIALS _____
CHIEF INITIALS _____

Special Districts Association of Oregon Matching Safety Grant Acknowledgement

Sisters-Camp Sherman RFPD
\$2,984

Project summary: Purchase 3 programmable door locks and emergency power/lighting.

Check the box that best describes that status of your grant project:

- Project completed; awaiting matching grant funds.
- Project will be completed after matching grant funds are received.

****Signed Acknowledgement Forms must be received by June 1, 2014****

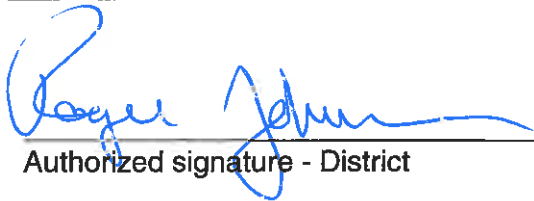
By signing this form, you acknowledge your district will:

- Submit copies of receipt(s) for services or materials purchased to SDAO once the project is completed.
- Send a photo of the completed project.
- Return any unused safety grant funds to SDAO if those funds are not used for the approved safety grant project.

Send completed acknowledgement form to:

SDAO
Sandy Galaway OR Fax: 503.371.4781 OR Email: sgalaway@sdao.com
PO Box 12613
Salem, Oregon 97309

Forms can be returned via mail, fax or email. **No need to send originals.**


Authorized signature - District

12-13-13
Date

SAFETY AND SECURITY MATCHING GRANT APPLICATION

Please complete each field below either on this form or on a separate sheet. Be sure to print clearly.

Name of District: Sisters-Camp Sherman Rural Fire Protection District

Phone Number: 541-549-0771

Complete Mailing Address: P.O. Box 1509 Sisters, Or. 97759

Fax: 541-549-1343

Contact Person: Roger Johnson, Fire Chief

E-Mail: rjohnson@sistersfire.com

Brief description of proposed project*: Grant funds would be used to purchase three programmable door locks and emergency power / lighting. The locks would be

identical to locks currently used on the main station. The locks would be easily programmable to allow volunteer firefighters quick access to the station during emergencies

while also tracking who has entered the building at what time. The District currently uses this technology at its main fire station and has purchased the necessary

programming software to program and collect data regarding entrance and times. Additionally, grant funds will be used to install an existing generator at one of the District

stations that does not have back up power or lighting. The generator once installed would allow for activation of the apparatus doors and provide lights for firefighter safety.

Total cost: \$ 5,968.00

Breakdown of cost(s)*: Programmable locks 3@ \$1,156 each. Total for locks: \$ 3,468.00 (installation costs will be provided by the District)

Electrical costs to install existing generator 1 @ \$2,500.00

Impact on staff, volunteers, and/or community safety: The door locks will provide rapid access for volunteer

firefighters while allowing the district to quickly change access privileges at all stations should personnel changes

occur. The generator installation will provide lighting in the station during disasters and power outages when volunteer

firefighters are frequently activated. The generator will also fire engines to leave and close doors behind remotely.

*** NOTE:**

- Routine maintenance to existing facilities and/or equipment and normal business expenses will not be considered.
- Labor costs for district employees are not eligible for in-kind matching.

To be considered, your grant application must be completed in full and submitted to SDAO no later than noon on Wednesday, November 13, 2013.

Submit completed applications to **SDAO, PO Box 12613, Salem, Oregon 97309**, fax to **503-371-4781**, or e-mail to sgalaway@sdao.com.

Questions? Contact SDAO's Main Office at **800-285-5461**, extension 111.



Sisters-Camp Sherman Rural Fire Protection District

December 27, 2013

Jeremy Ast
Deputy Chief of Administration
Sisters-Camp Sherman Fire District

Jeremy,

At the November 19, 2013 meeting of the Sisters-Camp Sherman Fire District Board of Directors, the Board approved a re-organization plan that eliminated the position of Deputy Chief of Administration. The Board also approved a transfer for you to the position of Captain/Shift Commander. The Civil Service Commission met on November 25, 2013 and also approved your transfer to this position. In addition to the changes above, the re-organization re-instated the position of EMS Coordinator which you will fill. The above changes become effective January 1, 2014.

Since the position of Captain/Shift Commander has a different salary schedule and vacation/holiday accrual rates I am proposing the following changes subject to Board approval:

1. Salary will be at step 6 (\$83,337 annual). Due to your longevity with the District you will also qualify for longevity pay effective March 1, 2014 (one year after reaching step 6).
2. Your vacation accrual rates will be based on your years of continuous service with the District. Since your hire date was March 1, 2000, you will accrue vacation at 11 shifts per year (22 hrs. month)
3. You will be allowed to keep "Banked" holiday leave totaling 104 hours. You will also carry 48 hours of holiday time to your position of Captain/Shift Commander. You will need to comply with District policy regarding accrual and use of holiday time for the remainder of the fiscal year.
4. You will carry your current vacation balance to your new position but will be required to reduce the balance to 360 hours before your anniversary date.

If you have any questions please let me know prior to the Board meeting on January 21, 2014.

Sincerely,

A handwritten signature in black ink that reads "Roger Johnson". The signature is written in a cursive style.

Roger Johnson
Fire Chief

Sisters-Camp Sherman Fire District

Staff Report

Issue: Vehicle Replacement

Date: January 14, 2014

Initiator: Deputy Chief Ryan Karjala

Contact Person: Deputy Chief Ryan Karjala

Background:

As the Fire District's apparatus fleet continues to age so do our staff vehicles. Deputy Chief Karjala drives a 2000 Ford Expedition with 99955 miles. The miles are not extremely high for the age but this vehicle has been ran hard since it was purchased for Chief Rowe in 2000. The vehicle has been used by many staff members including Chief Rowe, Chief Robertson, Deputy Chief Karjala and the Shift Commander's.

Over the last few years this vehicle has had numerous maintenance issues and continues to have issues with mold, transmission, steering, electrical and fuel systems. Recently, on 1/8/14 DC Karjala went to start the vehicle at his residence and it would not start and had to be taken to the repair shop and on 1/14/14 the vehicle had to be towed from the Pumphouse fueling station because of a mechanical issue. This causes great concern regarding reliability for and during an emergency response. DC Karjala has noted more than 5 times in the last 18 months the vehicle hasn't started due to electrical issues alone. In my opinion, to keep this vehicle in-service and operational will cost the District a significant amount of money.

Recommendation from staff:

Replace the 2000 Ford Expedition with a 2014, 4x4 Chevrolet Tahoe, white in color. Why white and not red? Well, if you look at our current fleet of staff cars not one of the vehicles matches in color even though they are all red. Each make and model has a different tone of red and if we go to a standard white we can have matching staff cars. Attached is the State of Oregon purchase agreement and bid pricing from Hubbard Chevrolet. This dealer is one of three dealers in the price agreement and Hubbard Chevrolet is the only dealer with a vehicle that matched our need. I did contact the local Chevrolet dealer and they will not honor the state agreement purchase price. If the Board agrees with the recommendation we should also declare the Ford Expedition surplus so it can be removed from service and sold.

Possible Motion:

BUDGET IMPACT

EXPENDITURE REQUIRED: \$41,000 for the vehicle and DMV fees and \$10,000 for Response package. Total Expenditure \$51,000	AMOUNT BUDGETED: \$354,000 in the equipment reserve fund, unanticipated costs.	APPROPRIATION REQUIRED:\$ \$51,000 to be expended from the equipment reserve fund
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JOHN BOYER
Fleet Sales Manager

Phone (800) 247-4336 Ext 111
Fax (503) 981-9865
Cellular (503) 314-9059

CHEVROLET

HUBBARD CHEVROLET
2937 G ST
HUBBARD, OR 97032

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

ENTERTAINMENT

- Audio system, AM/FM stereo with CD player and MP3 playback seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed compensated volume, TheftLock, auxiliary input jack, and USB port
- Audio system feature, 6-speaker system
- Audio system controls, rear with 2 headphone jacks (headphones not included), power outlet and controls for volume, station selection and media (Not available with (AZ3) 40/20/40 split-bench front seat.)
- Audio system feature, USB port
- SiriusXM Satellite Radio is standard on nearly all 2014 GM models. Enjoy a 3-month trial to the XM Premier package, with over 140 channels including commercial-free music, all your favorite sports, exclusive talk and entertainment. Welcome to the world of satellite radio. (Not available with (UYS) audio system with navigation. **IMPORTANT:** The SiriusXM Satellite Radio trial package is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. If you decide to continue your service at the end of your trial subscription, the plan you choose will automatically renew and bill at then-current rates until you call 1-866-635-2349 to cancel. See SiriusXM Customer Agreement for complete terms at siriusxm.com. Other fees and taxes will apply. All fees and programming subject to change.)
- Bluetooth for phone personal cell phone connectivity to vehicle audio system and HMI (Human Machine Interface) with specific steering wheel controls (Deleted when (UE0) OnStar, delete is ordered.)

Remote Start is STD on this Model.
Your price \$40,762 including Heated Seats FOB Hubbard, OR

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 312.0, Data updated 01/07/2014
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Customer File:

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

EXTERIOR

- Wheels, 4 - 17" x 7.5" (43.2 cm x 19.1 cm) aluminum, 5-spoke with smooth surface and rectangular pockets
- Tires, P265/70R17 all-season, blackwall
- Wheel, 17" (43.2 cm) full-size, steel spare
- Tire carrier, lockable outside spare winch-type mounted under frame at rear
- Tire, spare P265/70R17 all-season blackwall
- Luggage rack side rails, roof-mounted, Black
- Luggage rack center rails, roof-mounted, Black
- Fascia, front color-keyed
- Fascia, rear color-keyed
- Moldings, color-keyed bodyside
- Assist steps, Black
- Headlamps, dual halogen composite with automatic exterior lamp control and flash-to-pass feature
- Mirrors, outside heated power-adjustable, manual-folding (Mirror caps are color-keyed.)
- Glass, Solar-Ray deep-tinted (all windows except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wiper, rear intermittent with washer
- Door handles, color-keyed
- Liftgate with liftglass rear door system with rear-window wiper/washer

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Customer File:

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

INTERIOR

- Seats, front bucket with Premium Cloth (AG1) 6-way power driver and (AG2) front passenger seat adjusters, adjustable head restraints, driver manual lumbar control, floor console and rear storage pockets
- Seats, second row 60/40 split-folding bench, 3-passenger with center armrest with 2 cup holders
- Seat adjuster, driver 6-way power
- Seat adjuster, front passenger 6-way power (Standard with (A95) front bucket seats only. Not available with (AZ3) 40/20/40 split-bench front seat.)
- Seats, third row 50/50 split-bench, 3-passenger removable, all-belts-to-seat
- Console, floor with storage area, cup holders and integrated second row audio controls (Not available with (AZ3) 40/20/40 split-bench front seats.)
- Headliner, cloth
- Floor covering, color-keyed carpeting
- Floor mats, color-keyed carpeted first and second row, removable
- Steering column, Tilt-Wheel, adjustable with brake/transmission shift interlock
- Steering wheel, leather-wrapped
- Steering wheel controls, mounted audio and cruise controls
- Instrumentation, analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature, oil pressure and tachometer
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unfasten and turn signal on
- Windows, power with driver Express-Down and lockout features
- Pedals, power-adjustable for accelerator and brake
- Door locks, power programmable with lockout protection
- Remote vehicle starter system includes Remote Keyless Entry
- Cruise control, electronic with set and resume speed
- Theft-deterrent system, vehicle, PASS-Key III
- Heater, rear auxiliary with rear passenger heating ducts

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

Prepared By:
administrator

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

- Air conditioning, tri-zone manual HVAC controls with individual climate settings for driver, right-front passenger and rear seat with rear controls located in floor console with front bucket seats and in the roof console with front bench seat
- Air conditioning, rear auxiliary
- Defogger, rear-window electric
- Power outlets, 5 auxiliary, 12-volt includes 2 on the instrument panel, 1 in the cargo area, 1 inside the center console and 1 at the back of the console
- Mirror, inside rearview auto-dimming with rear camera display
- Visors, driver and front passenger illuminated vanity mirrors, padded with cloth trim, extends on rod
- Assist handles, front passenger and second row outboard
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

MECHANICAL

- Engine, Vortec 5.3L V8 SFI FlexFuel with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), iron block
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (K5L) Heavy-Duty Trailering Package.)
- Suspension Package, Premium Smooth Ride
- GVWR, 7300 lbs. (3311 kg) (Standard on 4WD models.)
- 4-wheel drive
- Transfer case, active, single-speed, electronic Autotrac with rotary controls, does not include neutral. Cannot be dinghy towed. (Requires (GU4) 3.08 rear axle ratio. Not available on 2WD models or with (K5L) heavy-duty trailering package.)
- Battery, 660 cold cranking amps with 80 amp hour rating
- Alternator, 160 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Recovery hooks, front, frame-mounted (Standard on 4WD models. Not available on 2WD models.)
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Brakes, 4-wheel antilock, 4-wheel disc, VAC power
- Powertrain grade braking

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

2014 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr LS CK10706

STANDARD EQUIPMENT

WARNING - THIS VEHICLE IS NOT YET COMPLETELY CONFIGURED

STANDARD EQUIPMENT - 2014 Fleet/Non-Retail CK10706 4WD 4dr LS

SAFETY

- StabiliTrak, stability control system with traction control includes electronic trailer sway control and hill start assist
- Daytime Running Lamps with automatic exterior lamp control
- Air bags, dual-stage frontal, driver and right-front passenger with Passenger Sensing System (right-front passenger air bag status on overhead console) (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bags, head curtain side-impact, first and second row outboard seating positions with rollover sensor, includes third row seating positions with (AS3) passenger third row bench seat (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bags, seat-mounted side-impact, driver and right-front passenger for thorax and pelvic protection (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- OnStar, 6 months of Directions and Connections plan includes Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance and Turn-by-Turn Navigation". Also, updated footnote 1 to now read "Visit onstar.com for coverage map, details and system limitations. Services vary by model and conditions. (Visit onstar.com for details and system limitations.)
- Rear Park Assist with audible warning
- Rear Vision Camera (Note: images appear on Navigation screen for units equipped with (UYS) AM/FM stereo with MP3 compatible CD/DVD player and navigation. For units not equipped with Navigation systems images will appear within rearview mirror.)
- Safety belts, 3-point, driver and right-front passenger
- LATCH system (Lower Anchors and Top tethers for CHildren) for child safety seats
- Tire Pressure Monitoring System air pressure sensors in each tire with pressure display in Driver Information Center (does not apply to spare tire)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 312.0, Data updated 01/07/2014
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Customer File:

It's time to register for the *Annual SDAO Conference*

Don't miss this exceptional training opportunity for
board members, employees, managers, and volunteers!

You are invited to attend SDAO's Annual Conference. The conference is the best opportunity for you to attend SDAO training and education programs, network and interact with colleagues and service providers, and conduct Association business. Whether you are a special district member, non-member, affiliate organization, or provider of goods and services to special districts, the conference will have something for you. Be sure to share this training opportunity with others who may be interested in attending.

The conference program includes preconference seminars, informative and motivational speakers, concurrent sessions, interactive discussions, business meetings, and more. Returning to the annual conference will be the ever-popular Exhibitor Trade Show, Awards Banquet, and an exciting evening of interactive entertainment.

The conference will be held at the **SEASIDE CIVIC & CONVENTION CENTER** located at 415 First Avenue in Seaside, Oregon.

REGISTRATION is easy! Complete and submit the form included in this brochure or register online at www.sdao.com. The registration deadline is January 24, 2014.

Special thanks to the 2013-14 **SDAO CONFERENCE & EDUCATION COMMITTEE:**

Chair: Lori Stirn of Hood River Valley Parks & Recreation District

Committee Members:

Shawn Gerdes of Arnold Irrigation District

Diedre Conkling of Lincoln County Library District

Val Koss of Columbia River PUD

Donna Nichols of Oregon International Port of Coos Bay

Steve Schelb of Klamath 9-1-1 Communications District.



Image courtesy of the
Clatsop County Historical Society

Featured events



Keynote

Steve Uzzell

Open Roads, Open Minds

Using his striking photographs as illustrations of his metaphor about possibility and creativity, Steve inspires audiences to take advantage of his experience and vision to make any venture an adventure.



Closing

Scott Christopher
The Levity Effect

Attendees will learn how successful people and organizations use fun, humor, and 'lightening up' to better communicate messages, build camaraderies, and encourage creativity for a better workplace.

Friday

Keynote **Steve Uzzell: Open Roads, Open Minds**

Exhibitor Trade Show and Reception

Special Districts have a multitude of service needs and product requirements that our exhibitors can meet. At Friday's Exhibitor Trade Show, providers will showcase their products and services. Later in the day, exhibitors are honored at a special exhibitor reception, complete with hors d'oeuvres and refreshments.

Caucus Meetings and Board Member Nominations

Separate caucus meetings are scheduled for fire, irrigation, park and recreation, ports, sanitary, water, and At-Large districts. This is an opportunity to meet with peers to conduct caucus business, discuss current legislative issues, and make nominations for vacant SDAO board member positions. The expiration of terms on the SDAO Board creates an opportunity for you to contribute to the success of SDAO and special districts throughout Oregon. Positions due to expire on June 30, 2014 include one position each for fire, sanitary, irrigation, and true at-large; and two at-large.

Saturday

Awards Banquet

The Awards Program gives recognition to member districts for accomplishments which allow them to provide better services to the public and honors individuals who have contributed substantially to the improvement and successful operation of their organization. These awards celebrate the ingenuity, creativity, and diversity of our members.

Annual Business Meeting and Board Member Elections

The Annual Business Meeting will include a presentation of the previous year's Annual Report and Audit and Financial Report, caucus meeting reports, board member elections, and other association business.

An evening of Interactive Entertainment

Join us for two fabulous hours of action including blackjack, craps, Texas Hold'em, and roulette. For the non-gamblers there will be a DJ/karaoke, Wii games, and a caricature artist. This is sure to be an evening of fun!

Sunday

Closing **Scott Christopher: The Levity Effect**

Thursday | February 6

REGISTRATION DESK | 8:00 am - 5:00 pm

Pre-Conference Sessions

8:30 am - 4:30 pm

Board Duties, Responsibilities, and Liabilities

Eileen Eakins, Law Offices of Eileen Eakins, and George Dunkel, SDAO

The registration fee for this session is \$100. Includes training session, continental breakfast, and lunch for one attendee.

Join Attorney Eileen Eakins and SDAO Consulting Services Administrator,

George Dunkel, for this comprehensive overview of laws affecting special districts. It

is essential training for newly elected board members and newly appointed management staff, but even experienced board members and staff will benefit from a review of the varied and often complex laws governing Oregon's special districts.

8:30 am - 4:30 pm

HR Practices that Prevent Lawsuits

Judy Clark, SPHR, IPMA-CP, HR Answers, Inc.

The registration fee for this session is \$100. Includes training session, continental breakfast, and lunch for one attendee.

The day that a formal notice arrives indicating that your district is being sued by a current or former employee is a bad day!! The session is designed to minimize that possibility. Actions that the district can take, materials the district should have in place, practices that reduce the likelihood of legal action, and conversation about situations that have resulted in legal action will all be addressed in this comprehensive daylong session. Come prepared to learn, to share, to ask lots of questions, and get a substantial handout packet along with samples of materials that can minimize your risks!

10:00 am - Noon

Volunteer Compensation 360 Report

Emeritus Chief Gary McQueen, Sandy Fire District, and Chief Kevin Henson, Marion County Fire District #1

There is no registration fee for this session. Meals are not included with this free session.

Public agencies that enjoy the services of volunteers have struggled to understand the many laws and rules that apply when volunteers are paid even the slightest amount. Many of these laws and rules are in conflict with one another. In 2012, the Oregon Fire Chief's Association chartered

THURSDAY, FEBRUARY 6

8:00 am - 5:00 pm	Registration Desk Open
8:30 am - 4:30 pm	Pre-conference Sessions
10:00 - 10:15 am	Break (for All-Day Sessions)
Noon - 1:00 pm	Lunch
3:00 - 3:15 pm	Break
5:00 - 6:30 pm	Welcoming Reception

the Volunteer 360 Task Force with the mission of studying these issues and attempting to recommend best practices for agencies that choose to compensate or reimburse volunteers. This discussion will help public officials understand the scope of the problem and offers ideas to guide decision making.

WELCOMING RECEPTION | 5:00 to 6:30 pm

The Welcoming Reception is your chance to connect with peers, presenters, and SDAO staff in a relaxed, informal setting before the conference gets underway—and SDAO's chance to celebrate your arrival at our Annual Conference.



SEASIDE, OREGON.

Image courtesy of the Clatsop County Historical Society

Friday | February 7

REGISTRATION DESK

Open from 7:30 am - 6:00 pm

EXHIBITOR TRADE SHOW

8:00 am - 6:00 pm

Providers will showcase their products and services. Special districts have a multitude of service needs and product requirements that our exhibitors can meet. Attendees can visit each booth and have exhibitors sign their Exhibitor Drawing Card to be eligible to win a special prize.

Registration fee for Friday only is \$140. Includes keynote address, breakout sessions, continental breakfast and lunch for one attendee.

Full Conference registration fee is \$230. Includes keynote session, Friday-Saturday breakout sessions, meals, awards banquet, entertainment, and Sunday's breakfast and closing speaker's presentation for one attendee.

KEYNOTE ADDRESS

8:30 - 10:00 am

Open Roads, Open Minds | Steve Uzzell

The open road never fails to open your mind. Once your mind is open, the power of your imagination is released. This formidable power knows no bounds. Steve uses his mind-stretching images as illustrations about possibility and creativity, inspiring his audiences to make any venture an adventure. Learn to put this perspective to work for you everyday – in problem solving, in the creative process, and in your life.

"Chance favors the prepared mind"



BREAK | 10:00 - 10:30 am

CONCURRENT SESSIONS | 10:30 am - Noon

Board's Role in District Operations

Judy Clark, SPHR, IPMA-CP | HR Answers, Inc.

Special Districts are independent governmental units governed by a Board or Commissioners charged with oversight of the operations and the District's General Manager or Executive Officer. Often the governing and financial responsibilities are spelled out in great detail in the law and guiding documents. But sometimes the role of the Board or Commissioners regarding the staff and the General Manager is not as clear. This session will cover what are the appropriate and inappropriate actions of the Board or Commissioners as they work to ensure compliance, effective operations on behalf of the public, and solid fiscal management. Examples of best practices, Dos and Don'ts, defining how far is too far when directing staff and desired outcomes, and dealing with the supervision of the General Manager or CEO will be provided as part of the handout packet. This session promises to be lively and informative so come with your questions and your comments about how best to address decision-making and policy implementation.

Reasonable Suspicion Training for Supervisors

John Andrade | Bio-Med Testing Services, Inc.

This training is designed to educate supervisors about common drugs of abuse and how to recognize general and specific indicators that employees may be using alcohol or drugs. It is designed to build confidence by providing an array of specific, valuable tools to supervisors so that they are fully equipped to confront affected employees and maintain a safer, drug-free workplace. Specific topics include a list of clinical indicators of intoxication and withdrawal, tactics to facilitate non-confrontational reasonable suspicion testing, and common employee subversion tactics.

It is Time to Update Your Handbook

Daniel Blair | HR Answers, Inc.

An Employee Handbook must be a living document. Enforcement agencies and courts are increasingly scrutinizing how Handbook policies are written and enforced so up-to-date compliance is more important than ever. For example, the National Labor Relations Board (NLRB) has invalidated numerous employer Handbook policies in the last several years. We will cover recent changes in local, state and federal law and the Handbook changes needed to comply. We will also review the important steps necessary to ensure that your Handbook doesn't inadvertently become a legally binding contract or impact the "employment at-will" status of your employees.

Workplaces are also changing rapidly, requiring changes in policies and the consideration of additional policies to meet new workplace dynamics. For example, social media has quickly emerged as a significant workplace issue with policy implications that employers are in varying stages of addressing. We will discuss trends in new Handbook issues and what your organization needs to consider.

Worksite Wellness that Works - Understanding the Basics

Vanessa Polvi | PacificSource

With a spotlight on prevention and wellness, and a desire to manage health care costs, organizations are engaging in wellness initiatives now more than ever. Worksite wellness programs can vary from basic initiatives to a total health management approach, encompassing benefit design wellness, chronic condition management, and employee assistance. Even small-scale programs can create change in the short term. However, the most effective wellness programs are focused on long-term initiatives that target modifiable risk factors like smoking, poor nutrition, lack of exercise, and stress.



The major benefits of a long-term, well-designed, worksite wellness program include:

- Reduced absenteeism and time lost
- Enhanced on-the-job performance and decision making
- Improved worker morale, resulting in lower turnover
- Management of health care costs

This session will focus on how you can get started with worksite wellness. We will cover the basics including collecting wellness data, program design, implementation, and evaluation. You will also learn how to leverage the valuable worksite wellness resources available through PacificSource Health Plans.

LUNCH | Noon - 1:30 pm

FRIDAY, FEBRUARY 7

7:30 am - 6:00 pm	Registration Desk Open
8:00 am - 6:00 pm	Exhibitor Trade Show
8:30 - 10:00 am	Keynote Address
10:00 - 10:30 am	Break
10:30 am - Noon	Concurrent Sessions
Noon - 1:30 pm	Lunch
1:30 - 3:00 pm	Concurrent Sessions
3:00 - 3:15 pm	Break
3:15 - 5:00 pm	Caucus Meetings
5:00 - 6:00 pm	Exhibitor Reception

SATURDAY, FEBRUARY 8

7:30 am - 6:00 pm	Registration Desk Open
8:30 - 10:00 am	Concurrent Sessions
10:00 - 10:30 am	Break
10:30 am - Noon	Concurrent Sessions
Noon - 1:30 pm	Lunch
1:30 - 3:00 pm	Concurrent Sessions
3:00 - 3:15 pm	Break
3:15 - 4:30 pm	Annual Business Meeting
6:00 - 8:00 pm	Awards Banquet
8:00 - 10:00 pm	Entertainment

SUNDAY, FEBRUARY 9

8:00 - 10:00 am	Breakfast
8:45 - 10:00 am	Closing Speaker

Everyone is encouraged to attend the SDAO Annual Business Meeting on Saturday from 3:15-4:30 pm.

Each special district that is a member of SDAO is entitled to have one individual represent them as their "District Voting Delegate" at the Annual Business Meeting.

District Voting Delegates need to attend the Annual Business Meeting to vote on behalf of their district.

CONCURRENT SESSIONS | 1:30 - 3:00 pm

Public Meetings

Eileen Eakins | Law Offices of Eileen Eakins

At this 90-minute session, Attorney Eileen Eakins will review the legal requirements of holding public meetings, including quorum and voting requirements; notice; executive sessions; and liabilities for not complying with public meetings requirements.

Supervision in the Workplace

Bob Ringer | SDAO

This session will discuss SDAO's Risk Management Team's experience when dealing with our members and the accidents they have encountered over the years. We will look at both employee injury and property damage claims that resulted from lack of supervision and could have been prevented. The session will provide tools attendees can take back to their district to help supervisors implement strategies to prevent future losses.

Things Supervisors Do to Get Sued

Morgan Smith | Oregon School Boards Association

Learn about the things that supervisors do to get sued – and don't do them! Learn why employees file lawsuits and get tips to help you handle litigious situations.

Legislative Summary

Hasina Squires and Mark Landauer | SDAO

The Oregon State Legislature convenes for it's short session in February. Expected to last no more than thirty-five days, SDAO staff will follow several hundred pieces of legislation that affect all types of special districts. SDAO legislative staff will provide an update on the State of Oregon's current financial status. Legislative staff will also provide an overview of bills introduced that affect special districts that could have both positive and negative impacts. Districts interested in pending legislation regarding collective bargaining, 9-1-1 taxation and system funding, property taxation, fees, public contracting and other important local government issues should not miss this legislative update. In addition, SDAO legislative staff will distribute a copy of the 2013 legislative report that contains important information regarding bills that affect operations of special districts.



Image courtesy of the Clatsop County Historical Society

Expiring Board Terms

The expiration of terms on the SDAO Board creates an opportunity for you to contribute to the success of SDAO and special districts throughout Oregon. Six positions will be open for election at the Annual Business Meeting on Saturday. Positions open for nomination and the present representative include:

FIRE

Clark Balfour, Tualatin Valley Fire & Rescue

IRRIGATION

Shawn Gerdes, Arnold Irrigation District

SANITARY

Carl Tappert, Rogue Valley Sewer Services

AT-LARGE

John Chirrick, Charleston Sanitary District

Keith Hobson, Tualatin Hills Park and Recreation District

TRUE AT-LARGE

Steve Schelb, Klamath County Emergency Communications District

Board members are elected for two-year terms extending from July 1, 2014 through June 30, 2016

BREAK | 3:00 - 3:15 pm

CAUCUS MEETINGS | 3:15 - 5:00 pm

Separate caucus meetings are scheduled for fire, irrigation, park and recreation, ports, sanitary, water, and at-large districts. This is an opportunity to meet with peers to conduct caucus business, discuss current legislative issues, and make nominations for vacant SDAO board member positions.

EXHIBITOR RECEPTION | 5:00 - 6:00 pm

Exhibitors are honored at a special reception, complete with hors d'oeuvres and refreshments. Following the reception, attendees are on their own for the evening.



Registration form on next page!

Prefer to register online? Visit www.sdao.com and follow the Annual Conference links. Individuals who register online may choose to pay by credit card or be billed.

Saturday | February 8

REGISTRATION DESK | Open from 7:30 am - 6:00 pm

CONCURRENT SESSIONS | 8:30 - 10:00 am

Governance 101

Frank Stratton | SDAO

This session is for new board members with little or no experience with special districts or local government. Learn how and why special districts are formed, how they interact with the State of Oregon and other local governments. Attendees will also gain an understanding of the powers and responsibilities of special district board members and their legal liabilities.

Doing Everything Right but Still Getting Sued

Geoff Sinclair and Jens Jensen | SDAO

Have you ever thought, "Why did SDIS pay that claim when we did nothing wrong?" Have you ever wondered what a claims adjustor's worst fear is? Geoff Sinclair and Jens Jensen of SDAO will remove the blinders and give attendees insight into the insurance perspective of a claim. This session will look at recent litigation, how cases really play out in the courtrooms, and give insight into how juries think. Attendees will leave with the tools necessary to help their attorney go to court, confident in their case and prepared to face the jury.

Conflict Resolution

Jill Goldsmith | Workplace Solutions NW

Conflict is inevitable. We can't eradicate it and we can't ignore it. The only things we can do are to:

1. Understand what you are bringing to the conflict party (and how you make it worse when you operate on automatic pilot);
2. Stop taking conflict personally;
3. Understand what happens in a conflict – to you and to others; and
4. Manage conflict positively and proactively.

Registration fee for Saturday only is \$140. Includes breakout sessions, continental breakfast and lunch for one attendee.

Full Conference registration fee is \$1,200. Includes keynote session, Friday and Saturday breakfast sessions, meals, awards banquet, entertainment, and Sunday's breakfast and closing speaker's presentation for one attendee.

SATURDAY, FEBRUARY 8

7:30 am - 6:00 pm | Registration Desk Open

8:30 - 10:00 am | Concurrent Sessions

10:00 - 10:30 am | Break

10:30 am - Noon | Concurrent Sessions

Noon - 1:30 pm | Lunch

1:30 - 3:00 pm | Concurrent Sessions

3:00 - 3:15 pm | Break

3:15 - 4:30 pm | Annual Business Meeting

6:00 - 8:00 pm | Awards Banquet

8:00 - 10:00 pm | Entertainment

SUNDAY, FEBRUARY 9

8:00 - 10:00 am | Breakfast

8:45 - 10:00 am | Closing Speaker



Image courtesy of the Clatsop County Historical Society

If you have ever had workplace conflict take a wrong turn, this workshop is for you. Understanding how conflict can go wrong is only the first step. This workshop will open your eyes to your own approach in addition to laying out a process for handling conflict in a way that can build relationships and trust.

Internal Control - Practical Applications in Small and Midsize Districts

Robert G. Moody, Jr | Talbot, Korvola & Warwick LLP

In this session, Rob will cover the basic requirements of a system of internal controls and discuss implementation in small to medium size districts. Attendees will be provided examples of and discuss the values and applications of having solid documentation of the district's controls and how that documentation can be used by management, the board, staff and the audit firm.

BREAK | 10:00 - 10:30 am

CONCURRENT SESSIONS | 10:30 am - Noon

Building a Strong Board Chair

Christy K. Monson | Speer Hoyt

"The most dangerous leadership myth is that leaders are born - that there is a genetic factor to leadership. This myth asserts that people simply have certain charismatic qualities or not. That's nonsense; in fact, the opposite is true. Leaders are made rather than born." - Warren G. Bennis

In this session, an experienced Board President, a new Board President, and a government attorney will teach, through role-playing and discussion, the critical mechanics, strategies, and art of chairing a meeting. It is designed for Board Presidents, Board Chairs, and high level managers.

Cyber Liability

Detective Micah Smith | Linn County Sheriff's Office

In the technology landscape of today, businesses and public entities must give attention to their "cyber footprint," including that of their employees and officers. This discussion will talk about what rights a business has to control activities of their employees and officers both in and out of work hours, how businesses and public bodies can best represent themselves online, and include numerous tips on how to leverage social media to best benefit your business or public entity.

ADA: From Job Posting to Accommodation

Krishna Balassubramani and Jamie Carlton | Sather Byerly & Holloway

The presenters will discuss ADA best practices and pitfalls from beginning to end of employment - job posting, interviews, post-offer physicals, fitness-for-duty evaluation, the interactive process and accommodation. This process focuses on the fundamental goals and requirements of the ADA throughout the employment process.

How to Prepare Your District for an OR-OSHA Visit

Jason Jantzi | SDAO

This session will enlighten the attendees on SDAO's experience when dealing with OR-OSHA compliance issues at member locations, policy development/creation and the OR-OSHA self-insured requirements for members of SDIS's workers' compensation program. We will provide some real life examples of compliance visits to our members and explain to the group what was found and ways to mitigate the exposures. We will look at the various policies required by the OR-OSHA rules that apply to our members and give examples of where to find help when updating or developing them. And finally, the attendees will get a quick description for the self-insured requirements by OR-OSHA.

LUNCH | Noon - 1:30 pm

CONCURRENT SESSIONS | 1:30 - 3:00 pm

Avoiding Undue Stress and Strain on Your Board

George Dunkel | SDAO

Join George Dunkel and his associates for this interactive discussion about case studies on board actions. Walk through a situation, options that were available, the decision the board made, and the consequences of their actions. Through these real-life examples, you will learn how to avoid creating undue stress and strain on your board members and your district.

It's All Fun and Games Until Someone Loses a Limb: A Light-Hearted Approach to Understanding Workers' Compensation

Aubrey Sakaguchi, Chelsea Harrison, and Jordan Snyder | SDAO

Join Chelsea Harrison, Jordan Snyder and Aubrey Sakaguchi as they tackle the ins and outs of three complex Workers Comp topics. Follow the Clue with Chelsea to understand the filing and investigating of a claim. Attempt to become A Millionaire as Jordan tests your knowledge of time loss and wages until you have the Final Answer. Finally if you haven't had enough game show fun, Aubrey will crack you up while filling your head with return to work know how with Mad Libs.

Interrelationship Between the ADA, FMLA, OFLA, and Workers' Compensation Laws

Ronald G. Guerra | Jordan Ramis PC

This is an informative, interactive, and practical seminar to provide participants with a better understanding of the basic requirements of the ADA, FMLA, OFLA, Workers' Compensation, and how to manage employee leaves of absence when these laws intersect. Participants will receive practical advice on how to manage performance issues that arise in relation to these statutes and how to draft compliant policies, job descriptions, and performance reviews.

Play or Pay: Practical Ways to Implement Health Care Reform and Avoid Penalties

Tom Kramer | Bullard Law

Two kinds of employers may be seriously affected by health care reform in 2014-15: those with insured medical plans that discriminate in favor of highly compensated individuals and those with at least 50 full-time-equivalent employees that don't offer affordable, minimum essential health coverage to substantially all of their full-time employees. This session will help these employers to recognize their situation and understand their risks and options.

BREAK | 3:00 - 3:15 pm

ANNUAL BUSINESS MEETING | 3:15 - 4:30 pm

The Annual Business Meeting will include a presentation of the previous year's Annual Report and Audit and Financial Report, caucus meeting reports, board member elections, and other association business.

AWARDS BANQUET | 6:00 - 8:00 pm

The Awards Program gives recognition to member districts for accomplishments which allow them to provide better services to the public and honors individuals who have contributed substantially to the improvement and successful operation of their organization. These awards celebrate the ingenuity, creativity, and diversity of our members.



Image courtesy of the Clatsop County Historical Society

ENTERTAINMENT | 8:00 to 10:00 pm
Casino, DJ/Karaoke, Wii Games, and Caricatures

Join us for two fabulous hours of action including blackjack, craps, Texas Hold'em, and roulette. For the non-gamblers there will be a DJ/karaoke, Wii games, and a caricature artist. Enjoy the party!

Sunday | February 9

BREAKFAST BUFFET | 8:00 - 10:00 am

CLOSING SPEAKER | 8:30 - 10:00 am

The Levity Effect: Why It Pays to Lighten Up

Scott Christopher | Speaker, Author, Actor, Mild Irritant

Scott Christopher, co-author of *The Levity Effect: Why It Pays to Lighten Up*, will explain the serious science to reveal the remarkable power of humor and fun in business. Laugh out loud while learning how humor in the workplace will help you communicate messages, build camaraderie, and encourage creativity for a better workplace.

The information in this brochure is subject to change. Visit our website, www.sdao.com, for up-to-date conference information.

Check in at the SDAO conference registration desk to receive your conference packet. The packet will include a conference program listing the location of each activity/session, speaker biographies handout, exhibitor drawing card, the overall conference evaluation, and much more! Be sure to look it over before starting your conference experience.

Registration fee for Sunday's breakfast and closing speaker presentation is only \$17.25 per person!

Full Conference registration fee is \$230. Includes keynote session, Friday-Saturday breakout sessions, meals, awards banquet, entertainment, and Sunday's breakfast and closing speaker's presentation for one attendee.

SUNDAY, FEBRUARY 9

8:00 - 10:00 am | Breakfast

8:45 - 10:00 am | Closing Speaker

REGISTRATION INFORMATION

To register you may complete and return the registration form provided in this booklet, or register online at www.sdao.com.

Mail: SDAC | PO Box 12613 | Salem, Oregon 97309-0613

Fax: 503-371-4781

E-mail: sdao@sdao.com

Additional registration information:

- All registration forms must be received in the SDAO office by January 24, 2014. If payment is not received, a bill will be mailed to your district, agency, or organization. Unless prior arrangements are made, guest meals will be billed to the attendee, not the district.
- Conference information and forms are available for download at www.sdao.com.
- **All cancellations must be received by January 24, 2013. Due to contractual obligations, we regret that refunds cannot be granted after this date. Late cancellations or "no-shows" will be billed at the regular fee.**
- If you require special arrangements in order to fully participate in the conference, please call the SDAO office at 503-371-8667 or 800-285-5461 so we can discuss how to meet your needs.
- Allow extra travel time to accommodate changing weather conditions and snow.
- Attendees should plan to dress in layers during the conference since everyone's personal thermostat is different.

HOTEL INFORMATION

Best Western Ocean View Resort

800-234-8439

Rates from \$69-\$149 + taxes/fees

Room block expires January 7, 2014

Holiday Inn Express

503-717-8000

Rates from \$89.99-\$109.99 + taxes/fees

Room block expires January 2, 2014

Rivertide Suites

877-871-8433

Rates from \$99.00-\$129.00 + taxes/fees

Comfort Inn

503-738-3011

Rates from \$89.99-\$118.99 + taxes/fees

Room block expires January 14, 2014

Inn at Seaside

800-699-5070

Rates from \$89-\$99 + taxes/fees

Pet friendly rooms available for fee

Room block expires January 5, 2014

Ebb Tide Resort

800-468-6232

Rates from \$90-\$110 + taxes/fees; Two night minimum

Room block expires December 31, 2013

The Lanai at the Cove

Call 800-738-2683 for special rates on Ocean Front Rooms

Prices as low as \$80 per night

AAA, AARP, or Military Card: Save \$10 per night

Discounts/special offers cannot be combined

Special thanks to the Clatsop County Historical Society for the use of their images in our conference publications

About Clatsop County Historical Society

The Clatsop County Historical Society is an educational organization dedicated to preserving and presenting the history of Clatsop County Oregon and the surrounding area.

The Clatsop County Historical Society offers three distinctively different museums all housed in historic buildings for you and your family to explore during your visit to Astoria.

Captain George Flavel House

Experience the elegance of the late Victorian period by touring the home of Captain George Flavel. This 1886 Queen Anne home features original Eastlake influenced woodwork, period furnishings, and exotic hardwood fireplace mantels. Begin your tour at the Carriage House Visitor Center (located behind the house on the corner of 7th & Exchange Streets), which houses additional exhibits, the museum store, and orientation video.

Heritage Museum

Built in 1904 as Astoria's City Hall, this building is now home to the Clatsop County Historical Society's regional museum. Explore the history of Clatsop County through temporary and permanent exhibits featuring Native Americans, early pioneers, immigrants, and local industries. The Society's Research Center and Archives are also at this location.

Uppertown Firefighters Museum

The Uppertown Firefighters Museum houses an extensive collection of fire fighting equipment dating from 1873 to 1963. Featured are hand-pulled, horse-drawn, and motorized fire engines, as well as fire fighting memorabilia and photos. Seasonal Hours. Please call for availability.



Planning a visit?

Check out the Clatsop County Historical Society's website at <http://www.cumtux.org/default.asp> for events, schedules, and pricing

Clatsop County Historical Society
714 Exchange St
Astoria OR 97103-0088

Conference At-A-Glance



2014
SDAO CONFERENCE
Seaside Civic and Convention Center
415 First Avenue, Seaside Oregon

Pre-Conference

THURSDAY, FEBRUARY 6

7:00 - 8:00 am	Continental Breakfast
8:30 am - 4:30 pm	Board Duties, Responsibilities, and Liabilities Eileen Eakins, Law Offices of Eileen Eakins; and George Dunkel, SDAO
	HR Practices that Prevent Lawsuits Judy Clark, SPHR, IPMA-CP HR Answers, Inc
10:00 am - Noon	OFC's Volunteer 360 Compensation Report Chief Gary McQueen, Sandy Fire Department and Chief Kevin Henson, Marion County Fire District #1
10:00 - 10:30 am	Morning Break
Noon - 1:00 pm	Lunch
2:45 - 3:00 pm	Afternoon Break
4:30 pm	Pre-Conference Adjourns

THURSDAY, FEBRUARY 6				
5:00 - 6:30 pm Welcoming Reception				
FRIDAY, FEBRUARY 7				
7:30 - 8:30 am Continental Breakfast				
8:00 am - 6:00 pm Exhibitor Trade Show				
8:30 - 10:00 am Welcome and Keynote Address Steve Uzzell, National Geographic Photographer Open Roads, Open Minds				
10:00 - 10:30 am Morning Break				
10:30 am - Noon	Board's Role in District Operations Judy Clark, SPHR, IPMA-CP HR Answers, Inc	Reasonable Suspicion Training for Supervisors John Andrade Bio-Med Testing LLC	It Is Time to Update Your Handbook Dan Blair, JD HR Answers, Inc	Worksite Wellness that Works - Understanding the Basics Vanessa Polvi PacificSource
Noon - 1:30 pm Lunch				
1:30 - 3:00 pm	Public Meetings Eileen Eakins Law Offices of Eileen Eakins	Supervision in the Workplace Bob Ringering SDAO	Things Supervisors Do to Get Sued Morgan Smith OSBA	Legislative Summary Hasina E. Squires and Mark Landauer SDAO
3:00 - 3:15 pm Afternoon Break				
3:15 - 5:00 pm District Caucus Meetings At-Large Fire Park & Recreation Sanitary Ports Irrigation Water				
5:00 - 6:00 pm Exhibitor Reception				

SATURDAY, FEBRUARY 8				
7:30 - 8:30 am Continental Breakfast				
8:30 - 10:00 am	Governance 101 Frank Stratton SDAO	Doing Everything Right but Still Getting Sued Geoff Sinclair and Jen Jensen SDAO	Conflict Resolution Jill Goldsmith, JD Workplace Solutions NW	Internal Control - Practical Applications in Small and Midsize Districts Robert G. Moody TKW
10:00 - 10:30 am Morning Break				
10:30 am - Noon	Building a Strong Board Chair Christy K. Monson Speer Hoyt	Cyber Liability Detective Mitch Smith Linn County Sheriff's Office	ADA: From Job Posting to Accommodation Krishna Balasubramani and Jamie Carlton Sather Byerly & Holloway	How to Prepare Your District for an OR-OSHA Visit Jason Jantzi SDAO
Noon - 1:30 pm Lunch				
1:30 - 3:00 pm	Avoiding Undue Stress and Strain on Your Board George Dunkel SDAO	It's all Fun & Games Until Someone Loses a Limb: A Light Hearted Approach to Understanding Workers' Comp Aubrey Sakaguchi, Chelsea Harrison, and Jordan Snyder SDAO	Interrelationship Between the ADA, FMLA, OFLA, and Workers' Compensation Laws Ronald G. Guerra Jordan Ramis PC	Play or Pay: Practical Ways to Implement Health Care Reform and Avoid Penalties Thomas I. Kramer Bullard Law
3:00 - 3:15 pm Afternoon Break				
3:15 - 4:30 pm Annual Business Meeting/SDAO Board Elections				
6:00 - 8:00 pm Banquet and Awards Program				
8:00 - 10:00 pm Entertainment Casino, Wii, Karaoke, and Caricatures				
SUNDAY, FEBRUARY 9				
8:00 - 8:30 am Breakfast Buffet				
8:30 - 10:00 am Closing Speaker Scott Christopher, Speaker, Author, Actor, Mild Irritant The Levity Effect: Why It Pays to Lighten Up				

Please type or print legibly. The registration deadline is January 24, 2014.

Name: _____ Title: _____

District/Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Spouse/Guest Name: _____ (Be sure to indicate meals for your spouse/guest, if any, below.)

Check all that apply:

- First Time Conference Attendee District Voting Delegate We Will Provide a Door Prize (\$50 limit)

PRE-CONFERENCE REGISTRATION | Thursday, February 6

	FEE	TOTAL
<input type="checkbox"/> Volunteer Compensation 360 Report <i>Gary McQueen, Chief Emeritus at Sandy Fire and J. Kevin Henson, Chief at Marion County Fire District #1</i> Includes session from 10:00 am to Noon. Meals are not included for this free session	N/C	\$ _____
<input type="checkbox"/> Board Duties, Responsibilities, and Liabilities <i>Eileen Eakins, Law Offices of Eileen Eakins, and George Dunkel, SDAO</i> Includes session from 8:30 am to 4:30 pm, continental breakfast, & lunch	\$100.00	\$ _____
<input type="checkbox"/> HR Practices that Prevent Lawsuits <i>Judy Clark, SPHR, IPMA-CP, HR Answers, Inc.</i> Includes session from 8:30 am to 4:30 pm, continental breakfast, & lunch	\$100.00	\$ _____

CONFERENCE REGISTRATION | Friday-Sunday, February 7-9

	FEE	TOTAL
<input type="checkbox"/> Full Conference Registration February 7-9 Includes keynote session, meals (except Friday dinner), Friday & Saturday breakout sessions, awards banquet, & closing session	\$230.00	\$ _____
<input type="checkbox"/> One-Day Registration Friday, February 7 Includes Friday's keynote, breakout sessions, continental breakfast, & lunch	\$140.00	\$ _____
<input type="checkbox"/> One-Day Registration Saturday, February 8 Includes Saturday's breakout sessions, continental breakfast, & lunch	\$140.00	\$ _____

GUEST MEALS: Attendees' meals are included as indicated above.

	QUANTITY	FEE	TOTAL
Friday, February 7			
<input type="checkbox"/> Continental Breakfast	_____	\$ 13.25	\$ _____
<input type="checkbox"/> Lunch	_____	\$ 17.25	\$ _____
Saturday, February 8			
<input type="checkbox"/> Continental Breakfast	_____	\$ 14.50	\$ _____
<input type="checkbox"/> Lunch	_____	\$ 16.50	\$ _____
<input type="checkbox"/> Awards Banquet & Entertainment	_____	\$ 33.00	\$ _____
Sunday, February 9			
<input type="checkbox"/> Breakfast Buffet & Closing Speaker	_____	\$ 17.25	\$ _____

Please indicate any special dietary needs: _____

PAYMENT METHOD

Check | Make checks payable to SDAO

Mail to: SDAO
PO Box 12613
Salem OR 97309-0613

TOTAL ENCLOSED \$ _____

To pay by Visa or Mastercard, sign in at www.sdao.com and register online.

Questions? Contact us at MemberServices@sdao.com or 800-285-5461.

Richard W. Donaca

Certified Public Accountant

January 8, 2014

Sisters-Camp Sherman RFPD
PO Box 1509
Sisters, Oregon 97759

RCVD 1.15.14
ACCT# _____
CAPT. INITIALS _____
CHIEF INITIALS _____

It is a very exciting time in my life, after about 50 years in public accounting in Bend I am retiring from public accounting. I have enjoyed working with you and your business for all of those years but now feel it is time to take some time for myself and my wife.

I have chosen Barnett and Company to acquire my accounting practice and I am sure that they will provide you with the same personal attention that you have become accustomed to over the years. John Barnett and Tracy Barnett are CPAs that have moved from Montana to enjoy the Bend area as we all do. I will miss working with you, but will be available to introduce you to John and Tracy as well as working with them to ensure a smooth transition over the next year or two.

I am confident that John and Tracy will provide you with excellent accounting service and want to assure you they will work to make this a smooth transition.

The new office address is:

Barnett & Company CPAs
354 Northeast Greenwood Ave., Suite 212
Bend, Oregon 97701
Phone: 541-728-0340
Fax: 541-728-0346

Thank you for allowing me to serve as your accountant for the past years.

Yours truly,


Richard W. Donaca, CPA

354 NE Greenwood Ave., Suite 212
Bend, Oregon 97702
541-728-0340

January 8, 2014

Sisters-Camp Sherman RFPD
PO Box 1509
Sisters, Oregon 97759

We are excited to announce that Mr. Richard Donaca has chosen Barnett & Company CPAs to continue providing the professional service he has given his clients over the years. Dick will be working with us in the coming year to create a smooth transition to all his valued clients. Barnett & Company CPAs is a small family firm consisting of a husband and wife team that specializes in all your tax and auditing needs.

John M. Barnett is a Certified Public Accountant licensed in Oregon and Montana and is a licensed Oregon Municipal Auditor. John graduated from Carroll College in Helena, Montana. He specializes in auditing and is experienced in governmental, healthcare, constructions, commercial and nonprofit industries.


Tracy K. Barnett is a Certified Public Accountant licensed in Oregon and Montana. Tracy graduated from the University of Nevada, Las Vegas. She specializes in tax preparation, planning and compliance for individuals and all business entities, including nonprofits.

Please do not hesitate to give us a call or an email. Dick will be available throughout the year to answer any questions as well. We hope you are enjoying the New Year and look forward to meeting you.

Respectfully,



John M. Barnett, CPA
john@barnettcpas.com



Tracy K. Barnett, CPA
tracy@barnettcpas.com

'983 Royal Coachmen

DEAR FIRE FAMILY
Thank you for being a huge part
of my life. I have met so many
kind & giving people and have made
some wonderful friends. Thank you
for a great party. MIKE AND I
will enjoy the TRAAGER -

SUSAN & MIKE

Letter From Resident Participating in the First Auxiliary Volunteer CPR Class in Camp Sherman

On Mon, Jan 13, 2014 at 10:02 PM, kathleen Bourdage <kathybourdage@gmail.com> wrote:
Hi Les and Gail,

You both did a great job today! Very professional and well-run. Thanks for your generous donation of time and commitment to the folks of Camp Sherman. Rod and I "enjoyed" the class as much as such a thing can be enjoyed and were very appreciative of getting it free and so close to home. If you ever need a letter commending you to your chief so you can get a pay raise, let us know. We'd be glad to provide it.

If you think it's a good idea, I'd like to suggest to the CSCA Board that they consider purchasing an AED for the community and placing it in the post office. It would be a good way for them to spend some of that pancake money.

We think we'll be outta here on the 27th. Might see you down in AZ. Send us the name of your RV park again.
kathy



DOUGLAS COUNTY FIRE DISTRICT NO. 2

1290 N.E. CEDAR STREET ♦ ROSEBURG, OREGON 97470
541.673.5503 ♦ FAX 541.673.5505

December 16, 2013

Chief Johnson
Sisters-Camp Sherman Fire District
P.O. Box 1509
Sisters, Or. 97759

RCVD 12-21-13 PO# [Signature]
ACCT# _____
CAPT. INITIALS _____
CHIEF INITIALS [Signature]

Chief Johnson,

On behalf of Douglas County Fire District No. 2 and myself, I would like to thank you for allowing Deputy Chief Jeremy Ast to participate as an evaluator in our recent Captain promotional assessment center. It is through the help of qualified professionals such as Deputy Chief Ast that makes our assessment center successful. If there is anything we can do in the future to reciprocate the favor please let us know.

Thanks again for allowing your personnel to assist.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Marlar".

Greg Marlar
Fire Chief
Douglas County Fire District No. 2

RCVD 12-31-13
ACCT #
CAPT. INITIALS
CHIEF INITIALS



December 20, 2013

Sisters-Camp Sherman Fire
PO Box 667
Sisters, OR 97759

Sisters – Camp Sherman Fire,

Thank you for your generous donation to the Sisters Kiwanis Food Bank in the amount of \$375.00.

The Sisters Kiwanis Food Bank serves the residents of our community, providing needed food supplies. The number of residents needing this support continues to grow monthly. Your donation allows Sisters Kiwanis to continue to provide for those who need our help.

Thank you very much for helping us so that we can help others.

Sincerely,

A handwritten signature in black ink that reads 'Jack McGilvary'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Jack McGilvary, Treasurer

No goods or services were provided in exchange for this donation.

Thank You!

1113114

Dear Shift C,

I wanted all four of you to know how grateful I am that you were able to come into our class on Friday. You all did an amazing job explaining your what you do! I am an inspiring doctor, so it was very inspirational for me to learn that the sister's community is indebted to you for your hard work. My favorite thing was seeing the Lucas 2 in action. Thank you so much again for taking the time to talk to us! I hope you all have a great day!

Sincerely,
Zidane Chalant-Laporte
SHS

Dear Shift C,

Thank you so much for coming to our school and teaching us about CPR. We know you were probably really busy and we appreciate you being kind enough to take your time out of the day to teach us. Thank you for answering all of our questions and teaching us a lot. And thank you for saving us from taking that test on Friday! You guys Rock.
Thanks again!

From,
Sophia Wetzel

Thank You!!

Dear Shift C,

I just wanted to thank you for coming in to our class and talking to us. We really appreciate it! As well as coming in thank you for everything you do for our community. I thought that the Lucas was really amazing! I learned more about being a paramedic and I think that would be a cool job to have. Thanks again!

Sincerely,
Alex Harford

Dear Crawford,

Thank you so much for sharing your second home with us. It was such an amazing experience, and I learned so much about what you guys do! I have a lot of respect for what you guys do! Thank you for putting your life on the line to save others! I thought looking at the different vehicles was the coolest!

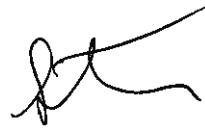
- Caynie

Shift C -

Thanks, guys! Truly,
the best 9th grade presentation
I've seen yet (in 13 yrs at Sisters).
I appreciate all the extra
emphasis on the "mechanics" of
CPR. These students appreciated
the level of knowledge you presented
& it allowed them to make those
extra "critical thinking" connections!
-Heather

Jeremy,

Many thanks for your
contributions to CMR's vastly
improved fire prevention.

Bill 

NOV 1.15.14
PAGE #
CAPT. INITIALS
CHIEF INITIALS

The team that came to help us, they were fantastic, they were there in less than 5 mins they were helpful and careful when pulling me out of the car, they always answered my questions no matter how many times I asked, they always made me feel safe the accident my boyfriend and I were in happened July 22, 2013 at 12:55 ish in the morning 2 miles out of town at Sisters logs and home, I remember hearing cars pass us by and no one stopped to help, the amazing couple that lived there ~~came~~ however came and helped us, the PMTs were through the roof amazing, they come through Rays alot were I work and ask me how my boyfriend and I are, they dont have too, they do it because they care and it warms my heart so much and it remind me that there are still good people in the world. All in All I just wanted to tell you how amazing you all were, doctors said we would have died if the response team wasnt as quick as they were. My boyfriend Sean and I are so grateful to be alive and we owe that to the PMTs of that night. SO Thank You. - Sara Skalola Jan Skalola



RCVD 1.7.14 PD# [Signature]
 ACCT# _____
 CAPT. INITIALS _____
 CHIEF INITIALS [Signature]

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

As we constantly seek to improve our service, we ask you to take a moment to evaluate us by completing the survey below and returning it in the enclosed envelope. Your responses are directly responsible for improving our services. Thank you for your input, we value your opinion!

Please circle how well you think we are doing in the following areas:	Strongly Agree 5	Agree 4	Disagree 3	Strongly Disagree 2	Neutral/ Don't Know 1
Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: _____
I appreciated their concern and advice that I
see my physician in the morning,
Nirma Jural

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



ROAD 17/48
 DISTRICT PO
 APPOINTMENTS By
 COMMENTS

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

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Please circle how well you think we are doing in the following areas:	Strongly Agree 5	Agree 4	Disagree 3	Strongly Disagree 2	Neutral/ Don't Know 1
Our response was prompt	(5)	4	3	2	1
Our personnel were easily identifiable	(5)	4	3	2	1
Our personnel were professional in appearance	(5)	4	3	2	1
Our personnel were professional in actions	(5)	4	3	2	1
Our personnel were courteous	(5)	4	3	2	1
Our personnel were helpful	(5)	4	3	2	1
Our personnel were compassionate	(5)	4	3	2	1
Our personnel took time to explain their actions	(5)	4	3	2	1
Our personnel were knowledgeable	(5)	4	3	2	1
You received quality care	(5)	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: Our Sister's care is the best - we are so fortunate to get such good care. Thank you, always -

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



1-7-14
 PO #
 COMMENTS
 INITIALS

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

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Please circle how well you think we are doing in the following areas:	Strongly Agree	Agree	Disagree	Strongly Disagree	Neutral/ Don't Know
	5	4	3	2	1
Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: The whole crew was great!!!

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



RCVD 1.7.14 PO# _____
 ACCT# _____
 CAPT. INITIALS _____
 CHIEF INITIALS RJ

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

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Please circle how well you think we are doing in the following areas:	Strongly Agree 5	Agree 4	Disagree 3	Strongly Disagree 2	Neutral/ Don't Know 1
<i>We drove to fire house</i> Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved:
Woke them up in middle of night - they were awesome!!

Do you have a Sisters Country FireMed membership? Yes No no more
 Would you like more information on Sisters Country FireMed membership? Yes No

Personnel is well trained and to meet



1-15-14

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

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Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: Very nice helpful guys my son and Daughter still have their stuffed animal and remember the nice men who gave them.

Do you have a Sisters Country FireMed membership?

Yes No

Would you like more information on Sisters Country FireMED membership?

Yes No



RCVD 11/5/14 PO# _____
 ACCT# _____
 CAPT. INITIALS _____
 CHIEF INITIALS _____

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Please circle how well you think we are doing in the following areas:	Strongly Agree	Agree	Disagree	Strongly Disagree	Neutral/ Don't Know
	5	4	3	2	1
Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst - 10 Best):

Any additional comments or areas you would like to see improved: Thanks a million

We are very thankful for you guys

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



1.15.14
 NAME _____
 STREET ADDRESS _____
 CITY/STATE/ZIP _____

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	5	4	3	2	1
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Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 7

Any additional comments or areas you would like to see improved: I would have appreciated a time to undo my shirt + jacket before he cut it open with scissors. (remove) He did not explain what the shock treatment would do + how long it lasted.

Do you have a Sisters Country FireMed membership?

Yes No



DATE: 1.15.14
 NAME: *[Signature]*
 COUNTY: _____
 DISTRICT: _____
 OFFICE: _____

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Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): _____

Any additional comments or areas you would like to see improved: _____

We were from Borning Dr. Just visiting.

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



RCVD 1-15-14
 FOOT# _____
 CAPT. INITIALS _____
 CHIEF INITIALS _____

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Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: _____
Keep up the good work

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No



1-15-14
 NAME: _____
 PHONE: _____
 ADDRESS: _____

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

As we constantly seek to improve our service, we ask you to take a moment to evaluate us by completing the survey below and returning it in the enclosed envelope. Your responses are directly responsible for improving our services. Thank you for your input, we value your opinion!

Please circle how well you think we are doing in the following areas:	Strongly Agree	Agree	Disagree	Strongly Disagree	Neutral/Don't Know
	5	4	3	2	1
Our response was prompt	5	4	3	2	1
Our personnel were easily identifiable	5	4	3	2	1
Our personnel were professional in appearance	5	4	3	2	1
Our personnel were professional in actions	5	4	3	2	1
Our personnel were courteous	5	4	3	2	1
Our personnel were helpful	5	4	3	2	1
Our personnel were compassionate	5	4	3	2	1
Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

Overall customer satisfaction (1 Worst – 10 Best): 10

Any additional comments or areas you would like to see improved: A less bumpy truck - I am very proud of your Dept. & feel secure in my old age you are there for my husband & myself. Thank You

Do you have a Sisters Country FireMed membership?
 Would you like more information on Sisters Country FireMed membership?

Yes No not sure
 Yes No / [Signature]



NOV 1.15.14
 STATE
 CAPT. INITIALS
 CHIEF INITIALS

Sisters-Camp Sherman Fire District personnel recently responded to your medical emergency. We take pride in our customer service and want you to know that the emergency personnel of the Sisters-Camp Sherman Fire District are on call 24 hours a day, 7 days a week. Whether you live, work, play, or are just passing through Sisters Country, we are always here for you!

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Our personnel took time to explain their actions	5	4	3	2	1
Our personnel were knowledgeable	5	4	3	2	1
You received quality care	5	4	3	2	1

A MAZING !!

Overall customer satisfaction (1 Worst - 10 Best): 10

Any additional comments or areas you would like to see improved: THE GUYS WERE AWESOME! WE WERE SO WORRIED & SCARED BUT THEY DID A GREAT JOB OF KEEPING EVERYONE CALM MAKING JOKES WITH MY HUSBAND (THE ONE WHO FELL) WHICH WAS THE BEST WAY TO INTERACT WITH HIM!

Do you have a Sisters Country FireMed membership? Yes No
 Would you like more information on Sisters Country FireMed membership? Yes No

NAME: WASIL VIL ALL & ALUGH!!

FIRE CHIEF'S REPORT
MONTH JANUARY 2014

I. CURRENT FIRE ACTIVITY STATUS:

There were no structure fires in the past 30 days

II. NOTEWORTHY OPERATIONAL EVENTS:

None.

III. COMMUNITY SERVICE EVENTS:

1. The Spirit of Christmas Food Share and Gifts Program was a huge success again this year and helped over 150 children in our community have a memorable holiday season.
2. The Community Christmas Dinner served an estimated 120 people this year. There was a large group of volunteers and community members that helped cook and serve the meals. The Sisters Community Church was also an important part of the event by allowing volunteers to use their commercial kitchen.
3. The Auxiliary Volunteer group has conducted two community first aid and CPR classes in Camp Sherman. The classes went well and we have already received positive feedback as a result of the training.

IV. SPECIAL PROJECTS UPDATE:

1. The testing process for the Financial Manager and Community Risk and Fire Safety Manager has been completed. I will provide a verbal report on the status of the appointments as the selection process wasn't totally complete when this report was written.
2. Chief Karjala is developing the selection criteria for the temporary Fire Medic position. We are planning an April or May start date for the temporary position. By starting the position at this time it will allow several of the existing students to complete their Paramedic certification prior to testing for the permanent position.
3. Deputy Chief Karjala and Captain Brown remain on light duty assignment.

4. The Vacant Lands Taxation Committee is in the process of being expanded to a statewide workgroup. The President of the Oregon Fire Chief's Association has asked me to lead the committee.
5. Captain Ast will serve as the Deschutes County representative on the forestlands classification committee.
6. Shift personnel met with Black Butte personnel to work on standardizing vehicle equipment locations and EMS medical kit organization.
7. The ambulance specification committee is continuing its work of developing the specifications for the new ambulance.
8. We are offering an Emergency Medical Responder class at the fire station for the Jefferson County Hasty Team starting January 25th. Several volunteer firefighters and a high school fire science student are also attending the training. After completing the training, the Hasty Team members will become part of the fire department and will respond to medical emergencies in Camp Sherman.
9. We will be hosting a meeting of the 2014 Western Fire Chief's Association President's Forum on April 10-11 at the fire station. The meeting will include the Presidents of each of the 11 western states and territories including Guam and Saipan. Other National fire service dignitaries are expected to attend as well. The meeting will bring 50-55 people into Sisters for 3-4 days.

V. VOLUNTEER STATUS

1. We had one newer out of district volunteer resign this month due to time conflicts. We are planning a spring volunteer recruitment drive and academy.
2. We are currently processing one application for the Auxiliary Volunteer program.

VI. TRAININGS- EMPLOYEE CERTIFICATIONS

VII. OTHER

1. The District awards banquet is scheduled for April 19th at Five Pines.