



## AGENDA

Notice of Public Hearing and Regular Meeting of the  
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District  
June 10, 2014 – Administration Building – 5:00 p.m.

The Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District will hold a public hearing June 10, 2014 to hear public comments on the 2014-2015 proposed budget.

1. Open public hearing
2. Receive comments from the public
3. Possible adoption of Resolution 2013-2014-009 Making appropriations, adopting the budget and imposing and categorizing taxes for the 2014-2015 fiscal year
4. Close public hearing
5. Open the regular meeting
6. Association report
7. Consent agenda
  - a. May 20, 2014 Minutes of regular meeting
  - b. May 20, 2014 Budget Meeting minutes
  - c. Dashboard report
  - d. Bank statement and reconciliations
  - e. Operating fund summaries
  - f. Check register
  - g. Ambulance report
8. Administration
  - a. Declaration of Trust Special District Insurance Services
9. Resolutions
10. Any other business
11. President Report
  - a. Vice President appointment
  - b. Board vacancy
12. Correspondence
13. Fire Chief Report:
  - a. Call activity and personnel response – May 2014
  - b. 2014-2015 Goal setting/Performance review schedule
  - c. Temporary employees
14. Fire Safety Manager Report
15. Any other business
16. Meeting adjourn



**RESOLUTION 2013-2014-009**  
**MAKING APPROPRIATIONS, ADOPTING THE BUDGET AND IMPOSING AND**  
**CATEGORIZING TAXES**

BE IT RESOLVED that the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District hereby adopts the budget for fiscal year 2014-2015 General Fund, Employment Reserve Fund, Building Reserve Fund, Equipment Reserve Fund, Technology Reserve Fund and Debt Service Fund in the amount of \$4,710,257\* now on file at the Deschutes County and Jefferson County Assessor's Office.

**MAKING APPROPRIATIONS**

<b>General Fund</b>		<b>Employment Reserve Fund</b>	
Personnel Services	\$1,775,270	Reserved for Future Exp	<u>\$101,113</u>
Materials & Services	\$ 574,400	<b>Total:</b>	<b>\$101,113</b>
Capital Outlay	\$ 58,340		
Transfers	\$ 340,000		
Contingency	\$ 272,592	<b>Building Reserve Fund</b>	
Unappropriated Ending Fund Balance	<u>\$ 650,000</u>	Capital Outlay	\$20,000
<b>Total:</b>	<b>\$3,670,602</b>	Reserved for Future Exp	<u>\$79,196</u>
		<b>Total:</b>	<b>\$99,196</b>
<b>Equipment Reserve Fund</b>		<b>Technology Reserve Fund</b>	
Capital Outlay	\$ 217,000	Reserved for Future Exp	<u>\$18,026</u>
Reserved for Future Expenditure	<u>\$ 340,910</u>	<b>Total:</b>	<b>\$18,026</b>
<b>Total:</b>	<b>\$ 557,910</b>		
<b>Debt Service Fund</b>			
Debt Service	\$ 180,838		
Unappropriated Ending Fund Balance	<u>\$ 82,572</u>		
<b>Total:</b>	<b>\$ 263,410</b>		
<b>Total Appropriations, All Funds</b>			\$3,438,440
<b>Total Unappropriated and Reserve Amounts, All Funds</b>			<u>\$1,271,817</u>
<b>TOTAL ADOPTED BUDGET</b>			<b>\$4,710,257*</b> (*amounts with asterisks must match)

**IMPOSING THE TAX**

BE IT RESOLVED that the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District hereby imposes the taxes provided for in the adopted budget:

- (1) At the rate per \$1,000 of assessed value of \$2.7317 for operations; and
- (2) In the amount of \$117,030 for bonds;

and that these taxes are hereby imposed and categorized for tax year 2014-2015 upon the assessed value of all taxable property within the district as follows:

**CATEGORIZING THE TAX**

<b>General Government Limitation</b>	<b>Excluded from Limitation</b>
General Fund ..... \$ 2.7317/\$1,000	
Debt Service Fund .....	\$184,000

The above resolution statements were approved and declared adopted on this 10th day of June 2014.

\_\_\_\_\_  
Chuck Newport, President

\_\_\_\_\_  
Donald Boyd, Secretary/Treasurer

\_\_\_\_\_  
Heather Johnson, Director

\_\_\_\_\_  
Roger White, Director

Sisters-Camp Sherman Fire & Ambulance Association

301 S. Elm Street

Sisters, Oregon 9775

May 18, 2014 Board Meeting

Convened at 1800 hours

Board members present: President Liming, Treasurer Boskovich.

Membership attendance: 23

April, 2014 Association meeting minutes were accepted as presented and passed.

Chiefs' Reports

**Chief Johnson:** Upcoming District budget incorporates funding for up to ten member physicals. Recommended changes to LOSAP include a one year waiting period and three year vesting. Twenty-two thousand dollars is currently budgeted for LOSAP to be divided by all eligible members. Currently about \$150,000 is invested in all LOSAP accounts. Proposed changes for firefighter LOSAP eligibility include sixty hours of training per year from minimums per quarter and EMS to attend all training pursuant to EMS certification. Response to four calls per quarter is recommended. Participation in one community service project per year is also recommended. Also, volunteers can schedule shifts that will provide for two calls credit for eight hours of shift time.

**Chief Karjala** – Congrats to our four newest wild land class graduates. A structural class will be upcoming in June and details will be emailed to members. June 16 to 21 is Health and Safety Week and we will have classes and family time scheduled to support the theme of “train like you fight.”

Correspondence: Luke Boskovich reviewed a request from Sisters School District to honor a teacher with a one hundred dollar donation for their program. The request was approved.

Treasurer's Report

Association funds: \$ 23, 490.76

Committee Reports: None

### New Business

Association Board elections will be held in June. President Liming presented a portion of our bylaws that describe the duties of all four offices. Three association members expressed an interest in serving on the new Board although no member names were placed in nomination. Additional board information will be emailed to all members in May. New members will be voted into office at the June meeting.

### Good of the Order

Four association scholarships will be presented by Luke Boskovich on May 20 at Sisters High School. Our committee of Luke, and Christina and Rob Shulz did a great job in awarding these scholarships.

The SALI Lacrosse tournament was successful and attended by several of our EMS members. Many thanks to Captain Ward for his leadership with the event.

Rodeo EMS staffing and parade sign-ups will be available in the Captain's office at Station 701 beginning May 23. Please check you schedule and register to support these events.

Meeting adjourned at 1840hours.



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

**Minutes of the Regular Meeting of the Board of Directors of the  
Sisters-Camp Sherman Rural Fire Protection District  
May 20, 2014**

1. Director Newport called the meeting to order at 6:04 p.m.
  - a. Directors Attending: Newport, McKenzie, White, Johnson, Boyd.
  - b. Staff Attending: Chief Johnson, Kay Johnson, Gary Marshall, Chief Karjala, Rob Harrison, Julie Spor, Ben Bruegeman, Bill Hayes.
  - c. Public: None.
2. The Association report was reviewed as well as the Association minutes and Association finance report.
3. **Unanimously approved consent agenda. Motion by Director White, second Director Johnson.**
  - a. Minutes of the April meeting were reviewed with no comments.
  - b. Dashboard report was reviewed.
  - c. The bank statements and reconciliations were reviewed with no comments.
  - d. The operating fund summaries were reviewed with no comment.
  - e. The check register was reviewed. Director Boyd commented on the great job spec'ing Chief Karjala's new vehicle. He also asked about the Sisters Coffee amount. Chief Karjala clarified this was for two bags of coffee. We don't get any special rate.
  - f. The ambulance report was reviewed. The board agreed it was nice to have the historical report. President Newport asked about when the ambulance rates were changed and the amount of the change. Rates increased as of July 1, 2013. They went from ~\$400 - ~\$900. Chief Johnson commented that we are still one of the lowest in the area. He also reminded the Board that increasing the rates only helped for those that had private insurance. Medicare only pays a certain amount and charging above that amount doesn't help us as we have to write off the rest. For those customers that are on Medicare, it doesn't really benefit them to have our FireMed as we wouldn't charge them for the remainder of the ambulance ride anyway. (Note: It does actually benefit them in cases of copays and deductibles.)
  - g. The Safety Committee Meeting minutes were included for the Board to review.
4. Administration
  - a. Chief Johnson reported that the new auditor was in this month for the start of a preliminary audit. No significant findings were found, but they will be back to complete the audit after July and will

then make a full report to the Board. President Newport was asked to sign documents approving the release of bank balances and debt balances directly to the Auditor.

5. Resolutions:

- a. Resolution 2013-2014-004 Transfer of funds to Equipment Reserve. **Unanimously approved motion to transfer \$260,032 to the Equipment Reserve Fund. Motion by Director McKenzie, Second by Director Boyd.**
- b. Resolution 2013-2014-005 Transfer of funds to Building Reserve. **Unanimously approved motion to transfer \$25,000 to the Building Reserve Fund. Motion by Director Johnson, Second by Director White.**
- c. Resolution 2013-2014-006 Transfer of funds to Technology Reserve. **Unanimously approved motion to transfer \$15,000 to the Technology Reserve Fund. Motion by President Newport, Second by Director Johnson.**
- d. Resolution 2013-2014-007 Authorizing establishment of the Health Reimbursement Arrangement/Voluntary Employee's Beneficiary Association ("HRA VEBA") Plan. **Unanimously approved motion authorizing establishment of the HRA VEBA Plan. Motion by Director White, Second by Director Boyd.**
- e. Resolution 2013-2014-008 Transfer of funds from Employment Reserve Fund. **Unanimously approved motion to transfer \$46,744.35 from the Employment Reserve Fund to the General Fund.**

6. Other Business: None

7. President's Report

- a. President Newport informed the Board about two upcoming training sessions for SDAO. Chief Johnson also reported that WHA has offered to host a 2-hour training class free of charge in order to satisfy SDAO's training requirements for the District to receive a 2% rebate on our insurance. This is normally a 6-hour class. Director Johnson reported she has watched the videos and will be returning them to the District. The training must be done by October/November.
- b. President Newport read a letter of thanks from the Board to Jack McGowan for being the key note speaker at the District's Awards Banquet. The District awarded him a jacket and hydroflask.
- c. **Director White motioned to re-appoint Andrew Gorayeb and Jeff McDonald to the Budget Committee for another 2-year term (2015-2017). Director Johnson seconded. Motion passed unanimously.**
- d. President Newport reported that Director McKenzie is resigning from the Board after this Board Meeting. He submitted a letter of resignation citing travel as his main reason. President Newport commented that he will be missed and has served about 26 years and seen the Fire District through significant growth and many changes. He thanked him for his many years of service.

8. Correspondence: Thank you letters and satisfaction surveys were reviewed.

9. Fire Chief Report

- a. The call activity and personnel response for April was included in the Board packet.
- b. Chief Johnson commented on his attendance at the Oregon Fire Chiefs Conference at Eagle Crest. The OFCA Volunteer 360 Task Force report was reported and is helping him frame policies and procedures in this area.


- c. Chief Johnson also reported on the Collaborative Interface Taxation Committee meetings. There is much data gathering right now. The committee is comprised of about 20 people including an ODF representative.
- d. Chief Johnson reported that we have hired Matt Millar as a temporary employee and will be hiring 2 more temporary employees in June through October. We will do testing over the summer for their permanent replacements.
- e. Chief Johnson reported on the Hasty Team members with 4-5 new applications with a goal to have them operational as of July 1.
- f. Chief Johnson reported that there will be a TV ad taping for St. Charles using our ambulance and EMT's tomorrow.

10. Fire Safety Manager Report. Gary Marshall provided a Community Risk and Fire Safety report to the Board. He reported that the auxiliary has been busy doing CPR and First Aid classes. Marsha Marr held a blood pressure clinic and had 65 people attend.

11. Other Business – None.

12. The meeting adjourned at 6:40 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Chuck Negert", with a long horizontal flourish extending to the right.



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

**Minutes of the Budget Committee Meeting of the  
Sisters-Camp Sherman Rural Fire Protection District  
May 20, 2014**

Board President, Chuck Newport called the meeting to order at 5 p.m. Directors Attending: Chuck Newport, Al McKenzie, Don Boyd, Roger White, Heather Johnson. Budget Committee Members attending: Russ Morrison, Gary Cundiff, Jeff McDonald and Andrew Gorayeb (Chris Tosello absent). Staff Attending: Chief Johnson, Chief Karjala, Kay Johnson, Gary Marshall, Julie Spor, Bill Hayes, Fire Medics Bruegeman and Harrison.

**Unanimously appointed** Russ Morrison as Presiding Officer of the 2014-15 Budget meeting. Nominated by Gary Cundiff, second Jeff McDonald.

Chief Johnson thanked Director Boyd and staff for their work on the budget and doing a great job. Chief Johnson read the 2014-2015 Budget Message.

Russ Morrison gave Chief Johnson the lead on reviewing the budget document with the Committee.

- Legal fees were increased due to discussion of the possibility of the employees unionizing.
- iPads are planned to be purchased for the Board. This will reduce staff time and supplies in preparing Board Packets, policies, etc.
- Two long time employees retired unexpectedly at the end of 2013. This allowed for a reorganization of the department. Two full-time administrative positions were eliminated. Two half-time employees were hired as the Finance Manager and Fire Safety Manager. This allowed for the hiring of a 9<sup>th</sup> Firefighter/Medic in order to round out the line staffing to nine (one captain and two firefighter/Paramedics) per shift.
- The volunteer line item of Life Insurance has no budget, but rather we have added a 24/7 Accidental Death & Dismemberment policy for them. We also added an Employee Assistance Plan for the volunteers.



- The increase volunteer testing is for ten medical physical exams each year for the volunteers. This is to help keep us in line with OSHA requirements. We will be doing a blended physical agility testing as well.
- LOSAP is a retirement plan for our volunteers. The money is divided among the eligible volunteers each year.
- The student tuition/books is for 6 college students. This equates to two per shift. It helps our students get experience and helps us with coverage.
- We increased Contract Services-Medical in the EMS section as we were notified that the PA is retiring. We may have to pay for another one as Joyce Cairns has been donating her time to the Department. She hasn't yet put in her notice to us.
- The Medical Equipment capital outlay is for an H-Frame gurney and an AED.
- The equipment reserve fund is showing a vehicle purchase of \$200,000 for a new ambulance which is currently being spec'd.
- We are planning a sign at the Squaw Creek Station.
- We are planning a remodel at the Camp Sherman station to add two bedrooms for sleeper student/volunteers during the summer to help with staffing in that area.

Budget Committee members praised administration on the excellent job they are doing on budgeting.

No further discussion and the Budget Committee,

**Unanimously approved the 2014-2014 Budget as proposed approving taxes at the rate of \$2.7317 per \$1000 of assessed value for operating purposes and \$117,030 for the payment of bond principal and interest.** Motion by Russ Morrison, Newport second.

Budget Committee members Jeff McDonald and Andrew Gorayeb both expressed interest in continuing on the Budget Committee after their terms expire in 2014. Board noted that and will reappoint.

Budget Committee meeting adjourned at 5:45 p.m.

Sisters-Camp Sherman Dashboard				6/1/2014
Legend	Good	Bad	Neutral	
<b>Financial</b>				
	2013/2014 Budget	2013/2014 YTD. Actual	% of Budget	91% goal
<b>Revenue</b>				
Beginning Fund Balance	\$ 1,294,308.00	\$ 1,445,049.00	111.65%	
Property Taxes Recvd.	\$ 2,044,077.00	\$ 2,033,454.74	99.48%	
Ambulance Revenue	\$ 225,000.00	\$ 256,549.86	114.02%	
Fire Med Memberships	\$ 25,000.00	\$ 25,426.66	101.71%	
Other	\$ 19,885.00	\$ 23,775.21	119.56%	
<b>Total YTD Revenue</b>	<b>\$ 3,608,270.00</b>	<b>\$ 3,784,255.47</b>	<b>104.88%</b>	
	2013/2014 Budget	2013/2014 YTD. Actual	% of Budget	
<b>Expenditures</b>				91% goal
Personnel	\$ 1,890,535.00	\$ 1,534,757.37	81.18%	
Materials and Services	\$ 534,943.00	\$ 324,371.63	60.64%	
Capital Outlay	\$ 33,600.00	\$ 19,443.18	57.87%	
Debt Service	\$ 174,038.00	\$ 174,014.03	99.99%	
<b>Total YTD Expenditures</b>	<b>\$ 2,633,116.00</b>	<b>\$ 2,052,586.21</b>	<b>77.95%</b>	
<b>Cash Balances</b>	<b>4/30/2014</b>	<b>5/31/2014</b>		
U.S. Bank Operating Account	\$ 50,739.75	\$ 36,527.02		
Bank of the Cascades (MMA)	\$ 5,612.06	\$ 5,613.25		
Local Govt. Invest. Pool	\$ 1,854,464.54	\$ 1,517,129.40		
Employment Reserve Fund	\$ 107,591.62	\$ 60,847.27		
Building Reserve Fund	\$ 49,195.93	\$ 74,195.93		
Equipment Reserve Fund	\$ 49,022.72	\$ 309,054.72		
Technology Reserve Fund	\$ 3,025.85	\$ 18,025.85		
Debt Service Fund	\$ 140,697.80	\$ 142,001.76		
<b>Total All Funds</b>	<b>\$ 2,260,350.27</b>	<b>\$ 2,163,395.20</b>		
<b>Volunteer Activity</b>	<b>Last Month</b>	<b>Current Month</b>		
Number of Vol. Firefighters	26	26		
Number of EMS Vol.	6	6		
Number of Auxillary Vol.	12	11		
Number of Student Vol.	7	6		
Volunteers In Training Acad.	0	5		
Volunteers in Recruitment	0	6		

<b>Legend</b>	Good	Bad	Neutral	
<b>Emergency Responses</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	
Reported Fires	7	19	60	
Confirmed Structure Fire	0	0	1	
Confirmed Wildland Fire	0	2	2	
Ambulance Responses	65	69	273	
Ambulance Transports	34	41	147	
Air Ambulance Transports	0	2	5	
<b>Total calls for month</b>	<b>72</b>	<b>88</b>	<b>333</b>	
<b>Personnel Response</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Goal</b>
Volunteer Responses	236	334	987	
Average Volunteer Response	3.28	3.79	2.96	
Career Responses	198	225	759	
Average Career Response	2.75	2.56	2.28	
7 PC's initiated	21	18	90	
7 PC's Covered	9	15	60	75%
<b>Training Hours</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	
Volunteer Training Hrs.	227.35	231	1198.35	
Career Training Hrs.	96.6	99.75	430.35	
Instructor Hrs.	66.8	35.75	327.25	
Career Certifications	2	5	12	
Volunteer Certifications	6	16	22	
<b>Employee Injuries</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to date</b>	
Requiring Treatment	0	0	2	
Not Requiring Treatment	1	0	1	

1

Business Statement  
Account Number:P.O. Box 1800  
Saint Paul, Minnesota 55101-08001 536 9523 7070  
Statement Period:

3233 IMG Y ST01

May 1, 2014  
through  
May 30, 2014

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

To Contact U.S. Bank

Commercial Customer  
Service: 1-877-295-2509Telecommunications Device  
for the Deaf: 1-800-685-5065

Internet: usbank.com

GOLD BUSINESS CHECKING  
U.S. Bank National Association  
Account SummaryMember FDIC  
Account Number 1-536-9523-7070

	# Items		
Beginning Balance on May 1		\$	124,557.13
Customer Deposits	6		15,550.17
Other Deposits	14		114,635.57
Other Withdrawals	8		116,333.52-
Checks Paid	97		84,253.53-

Ending Balance on May 31, 2014\$ 54,155.82

## Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	May 2	9794702330	1,176.60		May 19	9794981347	2,720.13
	May 6	9798775016	4,853.33		May 28	9795044216	977.52
	May 16	9792907841	2,641.37		May 30	9797666138	3,181.22

Total Customer Deposits \$ 15,550.17

## Other Deposits

Date	Description of Transaction	Ref Number	Amount
May 5	Electronic Deposit From Oregon Medical I		\$ 1,269.40
	REF=14121011765228 N 7930238155HCCLAIMPMT485007443007		
May 7	MERCH 8016294970 SISTERS DEPOSIT		521.19
May12	Electronic Deposit From Regence BCBCO		1,486.59
	REF=14128010196614 N 6930238155HCCLAIMPMT485000800980		
May12	Electronic Deposit From NORIDIAN WAORAK		2,962.44
	REF=14129006467117 Y 4450173185MED B PAY 1245231760		
May13	Electronic Deposit From OREGON ST TREAS		100,000.00
	REF=14132017139371 Y 9400917099LGIP ACH 455 AW		
May14	Electronic Deposit From NORIDIAN WAORAK		982.22
	REF=14133011190178 Y 4450173185MED B PAY 1245231760		
May15	MERCH 8016294970 SISTERS DEPOSIT		312.44
May19	MERCH 8016294970 SISTERS DEPOSIT		100.00
May19	Electronic Deposit From Regence BCBSO -		138.34
	REF=14135005106268 N 1930238155HCCLAIMPMT485010349237		
May20	MERCH 8016294970 SISTERS DEPOSIT		225.00
May20	Electronic Deposit From US TREASURY 310		594.95
	REF=14139011386009 N 101036151 EDI MISC36001200		
May20	Electronic Deposit From NORIDIAN WAORAK		1,998.16
	REF=14139010412740 Y 4450173185MED B PAY 1245231760		
May21	Electronic Deposit From Regence BlueShie		129.95
	REF=14139009463862 N 6910282080HCCLAIMPMT485000800993		
May29	Electronic Deposit From NORIDIAN WAORAK		3,914.89
	REF=14148005174111 Y 4450173185MED B PAY 1245231760		

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)  
May 31, 2014

Account: 10001080

Bank Account Number: 153695237070

Bank Statement Balance:	54,155.82	Book Balance Previous Month:	50,739.75
Outstanding Deposits:	.00	Total Receipts:	128,970.49
Outstanding Checks:	17,628.80	Total Disbursements:	143,183.22
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	36,527.02	Book Balance:	36,527.02

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 21 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
5432	43.32	5596	283.69	5660	203.24	5666	1,168.00
5472	750.00	5627	53.00	5661	800.00	5667	10.00
5476	10.10	5654	35.00	5662	212.50	5668	586.00
5541	38.25	5657	48.64	5663	508.00	5670	12,269.83
5547	53.00	5658	300.00	5664	135.42		
5549	50.36	5659	20.02	5665	50.63	Total:	17,628.80

Checks cleared: 106 items Checks Outstanding: 22 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



Monthly Local Government Statement of Account Balance and Transactions

Sisters-Camp Sherman RFPD

Account: 0000004374

May 31, 2014

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

Beginning Balance	Debits		Credits		Interest Amount	Fee Amount	Ending Balance
	Count	Amount	Count	Amount			
\$2,063,300.66	1	100,000.00	2	15,038.41	924.95	10.85	\$1,979,253.17

Effective Date	Posting Date	Description / Comments	Document Number	Item Count	Debit Amount	Credit Amount	Balance
<b>OR Treasury</b>							
5/1/2014	5/1/2014	TES Deschutes County TT	AT8934635			13,240.30	
		End of day balance					2,076,540.96
<b>OR Treasury</b>							
5/6/2014	5/6/2014	TES Jefferson County Tax Turnovers	AT8956361			1,798.11	
		End of day balance					2,078,339.07
<b>OR Treasury-Outgoing ACH</b>							
5/13/2014	5/13/2014	Voice Response Withdrawal	DVA8990248		100,000.00		
		End of day balance					1,978,339.07
<b>OR Treasury</b>							
5/31/2014	5/31/2014	Interest Credit	EI053114			924.95	
5/31/2014	5/31/2014	ACH Direct Deposit Fee	FEE053114		0.05		
5/31/2014	5/31/2014	Manual Transfer-In Fee	FEE053114		0.80		
5/31/2014	5/31/2014	Monthly Maintenance Fee	FEE053114		10.00		
		End of day balance					<u>1,979,253.17</u>

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
5/1/2014	0.5400%
<b>Average Annualized Rate:</b>	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.

62,707.71	400,042.85-	337,335.14-
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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Bldg Fund			04/30/2014 (04/14) Balance	3-00-0-1070			49,195.93
05/20/2014	JE	7	Resolution 2013-2014-005 transfer to Building Rese		25,000.00		
			05/31/2014 (05/14) Period Totals and Balance		25,000.00 *	.00 *	74,195.93
Number of Transactions: 1 Number of Accounts: 1					Debit	Credit	Proof
Total BUILDING RESERVE FUND:					25,000.00	.00	25,000.00



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			04/30/2014 (04/14) Balance	5-00-0-1075			3,025.85
05/20/2014	JE	11	Resolution 2013-2014-006 transfer to Tech Reserve		15,000.00		
			05/31/2014 (05/14) Period Totals and Balance		15,000.00	.00 *	18,025.85

Number of Transactions: 1 Number of Accounts: 1

Total TECHNOLOGY RESERVE FUND:

Debit	Credit	Proof
15,000.00	.00	15,000.00

Number of Transactions: 13 Number of Accounts: 5

Grand Totals:

Debit	Credit	Proof
362,739.71	446,787.20-	84,047.49-

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




# BANK OF THE CASCADES

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

1



Page  
Primary Account:  
Date:

1 of 1  
4396804  
06/01/14

Online Business Bill Pay - Pay anyone, on any schedule; it's easy, convenient, and a reliable way to pay all your bills securely. Stay organized and initiate one-time or recurring payments. Small monthly fee applies. Also, select eBill and get notifications on bills due inside Bill Pay. Sign up online at [www.botc.com](http://www.botc.com) or call Customer Service at 877-617-3400

## Summary of Accounts

<u>Account Number</u>	<u>Type of Account</u>	<u>Balance</u>
4396804	Public Money Market OR	5,613.25

## Public Money Market OR

<b>Account Number</b>	<b>4396804</b>	<b>Statement Dates</b>	<b>5/01/14 thru 6/01/14</b>
Previous Balance	5,612.06	Days in the Statement Period	32
Deposits/Credits	.00	Average Ledger	5,612.06
Checks/Debits	.00	Average Collected	5,612.06
Service Charges	.00	Interest Earned	1.23
Interest Paid	1.19	Annual Percentage Yield Earned	0.25 %
Current Balance	5,613.25	2014 Interest Paid	5.80

## • 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

<b>Date</b>	<b>Description</b>	<b>Amount</b>
5/31	Interest Deposit	1.19

## • Daily Balance Information

<u>Date</u>	<u>Balance</u>	<u>Date</u>	<u>Balance</u>	<u>Date</u>	<u>Balance</u>	<u>Date</u>	<u>Balance</u>
5/01	5,612.06	5/31	5,613.25				

\*\*\* END OF STATEMENT \*\*\*

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

MMA BOTC (MONEY MARKET ACCT BOTC) (1)  
May 31, 2014

Account: 10001000

Bank Account Number: 04396804

Bank Statement Balance:	5,613.25	Book Balance Previous Month:	5,612.06
Outstanding Deposits:	.00	Total Receipts:	1.19
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	5,613.25	Book Balance:	5,613.25

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 1 items Deposits Outstanding: 0 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	10.90	2	10.90-				
						Total:	.00

Checks cleared: 0 items Checks Outstanding: 2 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!

## 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>
05/31/2014	INTEREST	Deposit			\$24.07	\$142,025.83	
05/16/2014	DEPOSIT	Deposit			\$152.79	\$142,001.76	
05/08/2014	DEPOSIT	Deposit			\$1,151.17	\$141,848.97	

[Print](#)[Close](#)

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Washington Federal (WashFed Bond Tax Acct) (10)  
May 31, 2014

Account: 70001040

Bank Account Number: 831460001

Bank Statement Balance:	142,025.83	Book Balance Previous Month:	140,697.80
Outstanding Deposits:	.00	Total Receipts:	1,328.03
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	142,025.83	Book Balance:	142,025.83

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 3 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	2014-14 Period Actual	2013-14 Current year Actual	2013-14 Current year Budget	Balance Remaining +/-	2014-14 Percentage Collected
<b>GENERAL FUND</b>						
1-01-0-40100	Desch Cnty Current Yr Ta	.00	1,777,510.84	1,797,050.00	19,539.16-	98.91
1-01-0-40200	Jeff Cnty Current Yr Taxe	.00	188,300.10	187,727.00	573.10	100.31
1-01-0-41100	Desch Cnty Prior Yr Taxe	.00	57,839.83	53,400.00	4,439.83	108.31
1-01-0-41200	Jeff Cnty Prior Yr Taxes	.00	9,803.97	5,900.00	3,903.97	166.17
1-01-0-42100	Ambulance Transports	.00	256,643.83	225,000.00	31,643.83	114.06
1-01-0-42120	Ambulance Collection Ac	.00	93.97-	.00	93.97-	.00
1-01-0-42200	Fire Contracts	.00	3,364.91	3,100.00	264.91	108.55
1-01-0-42300	Fire Apparatus Response	.00	222.00	10.00	212.00	2,220.00
1-01-0-42400	Fire Med Membership	.00	25,426.66	25,000.00	426.66	101.71
1-01-0-42500	Pay from Outside Parties	.00	768.84	60.00	708.84	1,281.40
1-01-0-43301	2013 SDAO Arson Grant	.00	500.00	.00	500.00	.00
1-01-0-44120	Bank Interest	.00	11.67	.00	11.67	.00
1-01-0-44140	Deschutes Cnty Interest	.00	247.70	200.00	47.70	123.85
1-01-0-44160	Jefferson Cnty Interest	.00	11.75	15.00	3.25-	78.33
1-01-0-44180	Reserve Bank Interest	.00	9,243.50	7,000.00	2,243.50	132.05
1-01-0-45000	Misc Revenue	.00	8,268.84	8,000.00	268.84	103.36
1-01-0-45400	Volunteer Assoc Donation	.00	300.00	.00	300.00	.00
1-01-0-45500	Community Room Reven	.00	836.00	1,500.00	664.00-	55.73
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:		.00	3,784,255.47	3,608,270.00	175,985.47	104.88
GENERAL FUND Revenue Total:		.00	3,784,255.47	3,608,270.00	175,985.47	104.88
Net Total GENERAL FUND:		.00	3,784,255.47	3,608,270.00	175,985.47	104.88

Account Number	Account Title	2012-13 Prior year Actual	Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
<b>GENERAL FUND</b>							
	Total BOARD DEPARTMENT:	8,537.40	.00	50,086.55	50,530.00	443.45	99.12
	Total FIRE CHIEF DEPARTMENT:	146,568.03	13,591.29	152,781.54	167,114.00	14,332.46	91.42
	Total ADMINISTRATION DEPARTMENT:	182,479.99	6,020.47	161,836.72	213,811.00	51,974.28	75.69
	Total DEPT TRAINING:	.00	.00	.00	.00	.00	.00
	Total FIRE PREVENTION DEPT:	.00	.00	.00	.00	.00	.00
	Total CAREER DEPARTMENT:	893,614.45	67,208.52	881,397.15	1,100,843.00	219,445.85	80.07
	Total FIRE SAFETY MANAGER:	136,973.97	3,858.61	116,853.99	161,526.00	44,672.01	72.34
	Total VOLUNTEERS DEPARTMENT:	18,569.62	1,168.00	4,217.79	8,650.00	4,432.21	48.76
	Total DEPUTY CHIEF - OPS:	132,296.38	12,694.77	141,531.24	159,980.00	18,448.76	88.47
	Total TEMPORARY EMPLOYEES DEPARTMENT:	24,480.41	1,484.82	26,052.39	28,081.00	2,028.61	92.78
	GENERAL FUND Expenditure Total:	1,543,520.25	93,985.54	1,534,757.37	1,890,535.00	355,777.63	81.18
	Net Total GENERAL FUND:	1,543,520.25	93,985.54	1,534,757.37	1,890,535.00	355,777.63	81.18
	Net Grand Totals:	1,543,520.25	93,985.54	1,534,757.37	1,890,535.00	355,777.63	81.18

Account Number	Account Title	2012-13 Prior year Actual	Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
<b>GENERAL FUND</b>							
	Total BOARD DEPARTMENT:	51,019.42	862.52	55,332.56	84,653.00	29,320.44	65.36
	Total FIRE CHIEF DEPARTMENT:	2,931.03	229.88	2,268.16	8,400.00	6,131.84	27.00
	Total ADMINISTRATION DEPARTMENT:	34,762.89	14,466.03-	34,694.22	51,515.00	16,820.78	67.35
	Total DEPT TRAINING:	20,945.54	1,259.53	13,243.91	35,650.00	22,406.09	37.15
	Total FIRE PREVENTION DEPT:	1,802.81	740.93-	1,548.33	1,000.00	548.33-	154.83
	Total CAREER DEPARTMENT:	72.37	201.42	1,449.40	2,340.00	890.60	61.94
	Total FIRE SAFETY MANAGER:	3,061.15	2,010.86	4,350.79	10,100.00	5,749.21	43.08
	Total VOLUNTEERS DEPARTMENT:	16,800.76	375.45	7,029.70-	36,050.00	43,079.70	19.50-
	Total DEPUTY CHIEF - OPS:	1,387.31	1,209.69	2,991.72	6,435.00	3,443.28	46.49
	Total STUDENTS DEPARTMENT:	43,225.76	1,569.31	52,465.98	53,800.00	1,334.02	97.52
	Total EMERGENCY MED SERV DEPARTMENT:	48,503.12	2,154.61	32,537.95	49,950.00	17,412.05	65.14
	Total COMMUNICATIONS DEPARTMENT:	8,846.91	514.52	5,824.53	9,200.00	3,375.47	63.31
	Total FACILITIES DEPARTMENT:	73,228.42	5,346.78	73,960.87	91,750.00	17,789.13	80.61
	Total FIRE EQUIPMENT DEPARTMENT:	25,332.93	3,073.97	16,781.41	36,600.00	19,818.59	45.85
	Total VEHICLE MAINTENANCE DEPARTMENT:	32,092.45	2,978.24	33,951.50	57,500.00	23,548.50	59.05
	GENERAL FUND Expenditure Total:	364,012.87	6,579.82	324,371.63	534,943.00	210,571.37	60.64
	Net Total GENERAL FUND:	364,012.87-	6,579.82-	324,371.63-	534,943.00-	210,571.37-	60.64
	Net Grand Totals:	364,012.87-	6,579.82-	324,371.63-	534,943.00-	210,571.37-	60.64



Account Number	Account Title	2012-13 Prior year Actual	2014-14 Current Period Actual	2013-14 Cur Year Actual	2013-14 Cur Year Budget	Variance	Percentage
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	467.72	1,000.00	532.28	46.77
	Total DEPT TRAINING:	.00	.00	.00	.00	.00	.00
	Total EMERGENCY MED SERV DEPARTMENT:	3,000.00	.00	3,000.00	3,000.00	.00	100.00
	Total COMMUNICATIONS DEPARTMENT:	1,507.56	.00	1,533.81	5,000.00	3,466.19	30.68
	Total FACILITIES DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total FIRE EQUIPMENT DEPARTMENT:	27,938.14	11,327.72	14,441.65	24,600.00	10,158.35	58.71
	<b>GENERAL FUND Expenditure Total:</b>	<b>32,445.70</b>	<b>11,327.72</b>	<b>19,443.18</b>	<b>33,600.00</b>	<b>14,156.82</b>	<b>57.87</b>
	<b>Net Total GENERAL FUND:</b>	<b>32,445.70-</b>	<b>11,327.72-</b>	<b>19,443.18-</b>	<b>33,600.00-</b>	<b>14,156.82-</b>	<b>57.87</b>
	<b>Net Grand Totals:</b>	<b>32,445.70-</b>	<b>11,327.72-</b>	<b>19,443.18-</b>	<b>33,600.00-</b>	<b>14,156.82-</b>	<b>57.87</b>

Report Criteria:  
Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
<b>5571</b>							
05/14	05/08/14	5571	Sisters Coffee Company	Black Butte Gold 6 lbs	1184608	1-13-2-52950	113.98- V
<b>5589</b>							
05/14	05/07/14	5589	Battery Systems - Bend	Batteries	40-011326	1-30-2-53100	86.40
05/14	05/07/14	5589	Battery Systems - Bend	Batteries	40-011326	1-13-2-53100	19.17
<b>5590</b>							
05/14	05/07/14	5590	Baxter Auto/S&S/Sisters	supplies	042514	1-34-2-53100	235.15
05/14	05/07/14	5590	Baxter Auto/S&S/Sisters	supplies	042514	1-24-2-53100	24.98
<b>5591</b>							
05/14	05/07/14	5591	Bell Hardware	Sargent Keypad Security Locksets	23324	1-28-2-53500	2,328.00
<b>5592</b>							
05/14	05/07/14	5592	Bend Garbage Co., Inc.	sharps collections	2087364	1-24-2-53700	30.69
<b>5593</b>							
05/14	05/07/14	5593	Bend Oil Company	Fuel	71504	1-34-2-52400	1,875.19
<b>5594</b>							
05/14	05/07/14	5594	Blumenthal Uniforms & Eq	uniforms - volunteer	67010	1-13-2-53700	99.45
<b>5595</b>							
05/14	05/07/14	5595	BOUND TREE MEDICAL,	EMS ORDER# 38174262	81408076	1-24-2-52800	116.12
05/14	05/07/14	5595	BOUND TREE MEDICAL,	EMS ORDER# 38167661	81408077	1-24-2-52800	25.40
05/14	05/07/14	5595	BOUND TREE MEDICAL,	MANIKIN LUNGS FOR AUX CPR CLAS	81408078	1-17-2-51830	235.52
05/14	05/07/14	5595	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81409317	1-24-2-52800	139.20
<b>5596</b>							
05/14	05/07/14	5596	Cascade Credit Consulting,	collection fee	DIRCKX	1-01-0-42120	283.69
<b>5597</b>							
05/14	05/07/14	5597	Caselle, Inc.	Contract support charges	57329	1-13-2-53500	343.00
<b>5598</b>							
05/14	05/07/14	5598	Deschutes County Health	Failla vaccine	849655	1-20-2-53210	63.31
<b>5599</b>							
05/14	05/07/14	5599	Enerspect Medical Solution	HEARTSAVER WORKBOOK (AUXILIAR	15149	1-17-2-51830	279.00
05/14	05/07/14	5599	Enerspect Medical Solution	PEDS SPO2 SENSORS	15256	1-24-2-52800	241.67
<b>5600</b>							
05/14	05/07/14	5600	Hoyt's Hardware	supplies	042714	1-17-2-51830	16.88
05/14	05/07/14	5600	Hoyt's Hardware	supplies	042714	1-28-2-53100	52.22
05/14	05/07/14	5600	Hoyt's Hardware	supplies	042714	1-34-2-53100	13.59
<b>5601</b>							
05/14	05/07/14	5601	Norman J Crawford	cell phone reimbursement	042814	1-16-2-53811	32.63
05/14	05/07/14	5601	Norman J Crawford	cell phone reimbursement	050114	1-16-2-53811	32.58
05/14	05/07/14	5601	Norman J Crawford	cell phone reimbursement	050214	1-16-2-53811	32.58
<b>5602</b>							
05/14	05/07/14	5602	Occupational Medicine at T	Lab Fees-Heather Miller	26800	1-18-2-53210	31.00
<b>5603</b>							
05/14	05/07/14	5603	Pacific Power Products, Inc	Fuel Filters	371039-00	1-34-2-53100	202.89
<b>5604</b>							
05/14	05/07/14	5604	Pony Express, Inc.	FEDEX phone to customer	30180	1-13-2-51210	24.80
05/14	05/07/14	5604	Pony Express, Inc.	return Boundtree order	30301	1-24-2-52800	20.38
<b>5605</b>							
05/14	05/07/14	5605	Quill	Copy Paper	2422498	1-13-2-53100	159.60
05/14	05/07/14	5605	Quill	toner	2425334	1-13-2-53100	317.28
05/14	05/07/14	5605	Quill	Office Supplies	2567710	1-13-2-53100	110.76
<b>5606</b>							
05/14	05/07/14	5606	SANTIAM EMERGENCY E	HYDRAULIC TOOL - 2 YR SERVICE	23804	1-30-2-53500	2,630.46
05/14	05/07/14	5606	SANTIAM EMERGENCY E	HYDRAULIC TOOL - 2 YR SERVICE	23837	1-30-2-53500	40.00
<b>5607</b>							
05/14	05/07/14	5607	SeaWestern, Inc.	Turn outs	176526	1-30-5-56101	1,160.73

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
5608	05/14	05/07/14	5608 Sisters Drugstore	FENTANYL	448257	1-24-2-52800	50.00
5609	05/14	05/07/14	5609 Sisters Screen Printing & E	Embroidery	10298	1-13-2-53700	51.00
5610	05/14	05/07/14	5610 Sisters-Camp Sherman F&	donations	042414	1-01-0-45400	75.00
5611	05/14	05/07/14	5611 Structural Composites Indu	SCBA bottle with reconditioned valves	1477491	1-30-5-56102	3,753.82
5612	05/14	05/07/14	5612 Swift Steel	sign posts	762191	1-17-2-51820	217.50
5613	05/14	05/07/14	5613 Tara Johannsen	OFMA Conference Meals	040214	1-14-2-53200	120.00
5614	05/14	05/07/14	5614 US Bank - Visa	MAGLITE BATTERY	042514	1-30-2-53100	80.70
	05/14	05/07/14	5614 US Bank - Visa	REI Gift Card-Dr Carnes	042514	1-11-2-52310	250.00
	05/14	05/07/14	5614 US Bank - Visa	Volunteer Awards Luncheon	042514	1-12-2-52960	30.00
	05/14	05/07/14	5614 US Bank - Visa	Gas	042514	1-34-2-52400	55.36
	05/14	05/07/14	5614 US Bank - Visa	Three Creeks-Admin Prof Day lunch	042514	1-19-2-52960	67.00
	05/14	05/07/14	5614 US Bank - Visa	Sisters Coffee	1184608	1-13-2-52950	113.98
	05/14	05/07/14	5614 US Bank - Visa	Laptop Battery	160555	1-26-2-53100	37.00
	05/14	05/07/14	5614 US Bank - Visa	Musice for Awards banquet video	173073303112	1-11-2-52310	3.57
	05/14	05/07/14	5614 US Bank - Visa	Medic 1 Repair	2609270	1-24-2-53500	142.23
	05/14	05/07/14	5614 US Bank - Visa	745 Repair	2609317	1-34-2-53500	80.08
	05/14	05/07/14	5614 US Bank - Visa	Best Western Hotel-Conference	3502	1-13-2-52900	174.60
	05/14	05/07/14	5614 US Bank - Visa	OFCA Conference Registration	4462	1-19-2-51800	275.00
	05/14	05/07/14	5614 US Bank - Visa		47041	1-14-2-52840	369.53
	05/14	05/07/14	5614 US Bank - Visa	Gas	5542	1-34-2-52400	75.69
	05/14	05/07/14	5614 US Bank - Visa	Seasons Cafe Vol mtg	5812	1-19-2-52960	22.25
	05/14	05/07/14	5614 US Bank - Visa	Fitness Gear	5941	1-19-2-51701	705.12
	05/14	05/07/14	5614 US Bank - Visa	CONTROLLED MED LOGBOOKS	5942	1-24-2-52800	108.88
	05/14	05/07/14	5614 US Bank - Visa	SDS Binder	61571692	1-19-2-51701	80.38
	05/14	05/07/14	5614 US Bank - Visa	Awards for Banquet	62884	1-11-2-52310	555.00
	05/14	05/07/14	5614 US Bank - Visa	Name Tags	7372	1-30-2-52010	32.57
	05/14	05/07/14	5614 US Bank - Visa	Awards for Banquet	8138	1-11-2-52310	53.95
	05/14	05/07/14	5614 US Bank - Visa	OFCA Conference	8641	1-12-2-51800	275.00
	05/14	05/07/14	5614 US Bank - Visa	Or Fire Marshalls Conf Training-TJ, Gary	8699	1-17-2-51800	250.00
	05/14	05/07/14	5614 US Bank - Visa	EMS Relicensing	9399	1-24-2-52810	46.00
5615	05/14	05/15/14	5615 Ace Hardware, Inc.	Sign posts	043014	1-17-2-51820	25.40
	05/14	05/15/14	5615 Ace Hardware, Inc.	Pens for Signs	043014	1-17-2-53100	3.36
	05/14	05/15/14	5615 Ace Hardware, Inc.	Supplies	043014	1-24-2-52800	.50
	05/14	05/15/14	5615 Ace Hardware, Inc.	Supplies	043014	1-30-2-53100	.60
	05/14	05/15/14	5615 Ace Hardware, Inc.	Supplies	043014	1-28-2-53100	17.25
	05/14	05/15/14	5615 Ace Hardware, Inc.	Supplies	043014	1-34-2-53100	44.18
5616	05/14	05/15/14	5616 Bend Broadband	acct 170739-2 cable	042514	1-28-2-53820	128.83
	05/14	05/15/14	5616 Bend Broadband	acct 170739-2 cable	042514	1-28-2-53870	496.28
5617	05/14	05/15/14	5617 Bi-Mart Corporation	Trunks-Ryan	221368005	1-19-2-53100	59.94
	05/14	05/15/14	5617 Bi-Mart Corporation	Supplies for Easter Egg Hunt	380968005	1-17-2-51830	24.93
5618	05/14	05/15/14	5618 Bio-Med Testing Service, I	testing-Heather Miller	37289	1-18-2-53210	29.00
5619	05/14	05/15/14	5619 BOUND TREE MEDICAL,	EMS ORDER# 38172832	81403103	1-24-2-52800	30.98
5620	05/14	05/15/14	5620 Brattain International	725 switch	5741746	1-34-2-53100	54.71
5621	05/14	05/15/14	5621 CEC, INC	electric-Camp Sherman	042314 CS	1-28-2-53830	117.67

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
<b>5622</b>							
05/14	05/15/14	5622	City of Sisters	Water-Elm	043014 ELM	1-28-2-53860	146.98
05/14	05/15/14	5622	City of Sisters	Water-Locust	043014 LOC	1-28-2-53860	25.58
<b>5623</b>							
05/14	05/15/14	5623	Craftsman Homes by desig	Architectural plans for Camp Sherman st	043014	1-28-2-53500	400.00
<b>5624</b>							
05/14	05/15/14	5624	DMV	dmv reports	60615-043014	1-20-2-53210	6.00
<b>5625</b>							
05/14	05/15/14	5625	Ed Staub & Sons Propane	Propane	62367	1-28-2-53850	272.83
<b>5626</b>							
05/14	05/15/14	5626	Hughes Fire Equipment, In	721 Switch	485607	1-34-2-53100	43.84
<b>5627</b>							
05/14	05/15/14	5627	Jeremy Ast	Cell phone reimbursement	051114	1-16-2-53813	53.00
<b>5628</b>							
05/14	05/15/14	5628	John Failla	Mileage Reimbursement	051514	1-20-2-53540	300.00
<b>5629</b>							
05/14	05/15/14	5629	McAfee, Inc.	email filter act ABKA-4S8JQD	97300732	1-13-2-53500	58.80
<b>5630</b>							
05/14	05/15/14	5630	Mission Linen Supply	mats/rugs	420190518	1-28-2-53100	119.24
05/14	05/15/14	5630	Mission Linen Supply	mats/rugs	420193275	1-28-2-53100	119.24
<b>5631</b>							
05/14	05/15/14	5631	Motorola	Programming Software, 3 years, XTL &	13008182	1-26-2-53120	375.00
<b>5632</b>							
05/14	05/15/14	5632	Pacific Office Automation, I	copies/kit	87350	1-13-2-53500	103.57
05/14	05/15/14	5632	Pacific Office Automation, I	copies/kit	89042	1-13-2-53500	91.75
<b>5633</b>							
05/14	05/15/14	5633	Pacific Power Products, Inc	741 and 745 parts	370474-00	1-34-2-53100	109.24
05/14	05/15/14	5633	Pacific Power Products, Inc	Medic-3 parts	370852-00	1-34-2-53100	119.50
05/14	05/15/14	5633	Pacific Power Products, Inc	749 Parts	371093-00	1-34-2-53100	18.30
05/14	05/15/14	5633	Pacific Power Products, Inc	749 Parts	371217-00	1-34-2-53100	11.78
<b>5634</b>							
05/14	05/15/14	5634	Quill	toner	2606122	1-13-2-53100	50.99
<b>5635</b>							
05/14	05/15/14	5635	SeaWestern, Inc.	New turn outs	175391	1-30-5-56101	6,390.99
<b>5636</b>							
05/14	05/15/14	5636	SHARE Corporation	Foaming Cleaner	874708	1-28-2-53100	138.69
05/14	05/15/14	5636	SHARE Corporation	Foaming Cleaner	875513	1-28-2-53100	141.47
<b>5637</b>							
05/14	05/15/14	5637	Sisters Landscaping, Co., I	5th billing & repair work on sprinklers	12843	1-28-2-53502	842.50
<b>5638</b>							
05/14	05/15/14	5638	Sisters Screen Printing & E	Embroidery	10315	1-13-2-53700	40.00
<b>5639</b>							
05/14	05/15/14	5639	Treasure Valley Coffee	kitchen supplies	513355	1-13-2-52950	5.75
<b>5640</b>							
05/14	05/15/14	5640	Verizon Wireless	cell phones Account 971443696	9724637149	1-26-2-53810	82.50
<b>5641</b>							
05/14	05/16/14	5641	Alpine Internet Solutions	Website hosting	908123	1-13-2-53500	35.00
<b>5642</b>							
05/14	05/16/14	5642	Luke Boskovich	Mileage Reimbursement	051414	1-20-2-53540	300.00
<b>5643</b>							
05/14	05/16/14	5643	Marc Proctor	Mileage Reimbursement	051514	1-20-2-53540	150.00
<b>5644</b>							
05/14	05/20/14	5644	BOUND TREE MEDICAL,	EMS ORDER# 38177945	81419879	1-24-2-52800	638.94
<b>5645</b>							
05/14	05/20/14	5645	C & K Market	Ice for Vol Supplies	1597755	1-18-2-53100	11.94
05/14	05/20/14	5645	C & K Market	Easter Egg Hunt Supplies	1597791	1-18-2-53240	50.73
05/14	05/20/14	5645	C & K Market	Easter Egg Hunt Supplies	1597809	1-18-2-53240	40.28

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
5646	05/14	05/20/14	5646 Cody Manzi	Mileage Reimbursement	051914	1-20-2-53540	300.00
5647	05/14	05/20/14	5647 Colin Weddle	Mileage reimbursement	051614	1-20-2-53540	150.00
5648	05/14	05/20/14	5648 Fastenal Company	Shop Supplies	ORBEN89602	1-34-2-53100	38.74
5649	05/14	05/20/14	5649 Gary Marshall	Cell Phone Reimbursement	051914	1-17-2-53810	52.86
5650	05/14	05/20/14	5650 L.N. CURTIS & SONS	Shipping on Bunker order	2112081-01	1-30-5-56101	22.18
5651	05/14	05/20/14	5651 OHA, EMS/TS	AMBULANCE SERVICE RENEWAL	063014-0903	1-24-2-52810	250.00
	05/14	05/20/14	5651 OHA, EMS/TS	AMBULANCE VEHICLE RENEWAL	063014-0903	1-24-2-52810	240.00
5652	05/14	05/20/14	5652 Pitney Bowes Inc	postage rental - acct 9130783	9130783-MY14	1-13-2-53500	152.91
5653	05/14	05/20/14	5653 Quill	Index Dividers for Budget	2886286	1-13-2-53100	72.24
5654	05/14	05/20/14	5654 Sisters-Camp Sherman F&	donations for CPR Class 5/3/14	051514	1-01-0-45400	35.00
5655	05/14	05/20/14	5655 The Sign Man	ADDRESS SIGN BLANKS	11675H	1-17-2-51820	679.19
5656	05/14	05/20/14	5656 Sisters Screen Printing & E	Jackets for McGowan, Chuck	10315-2	1-13-2-53700	133.20
5657	05/14	05/28/14	5657 BOUND TREE MEDICAL,	EMS ORDER# 38177945	81423881	1-24-2-52800	48.64
5658	05/14	05/28/14	5658 Bryce Hughes	mileage reimbursement	052414	1-20-2-53540	300.00
5659	05/14	05/28/14	5659 Deschutes County 911 Ser	Monthly Acess Charges	SIS-VER-001	1-26-2-53500	20.02
5660	05/14	05/28/14	5660 Lawrence Factor	Air Quality Testing, Bi-Annual	166653	1-30-2-52020	203.24
5661	05/14	05/28/14	5661 Mine Safety Appliances Co	CARE Training Keller	97436624	1-14-2-52830	800.00
5662	05/14	05/28/14	5662 Ron Ketchum	1/2 Reimb for eye glasses for SCBA	052214	1-18-2-53100	212.50
5663	05/14	05/28/14	5663 Sisters-Camp Sherman F&	Rage Production donation for Ad	052814	1-01-0-45400	500.00
	05/14	05/28/14	5663 Sisters-Camp Sherman F&	Al McKenzie for Fire Free donation	052814-2	1-01-0-45400	8.00
5664	05/14	05/28/14	5664 Tara Johannsen	Mileage Reimb for OFMA Training	052214	1-17-2-52900	135.42
5665	05/14	05/28/14	5665 Thornton Brown	cell phone reimb	052714	1-16-2-53810	50.63
5666	05/14	05/28/14	5666 Wilson-Heirgood & Associa	24 Hour AD&D	589125	1-18-1-50120	1,168.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10002000	113.98	37,356.36-	37,242.38-
1-01-0-42120	283.69	.00	283.69
1-01-0-45400	618.00	.00	618.00
1-11-2-52310	862.52	.00	862.52
1-12-2-51800	275.00	.00	275.00
1-12-2-52960	30.00	.00	30.00
1-13-2-51210	24.80	.00	24.80
1-13-2-52900	174.60	.00	174.60
1-13-2-52950	119.73	113.98-	5.75

GL Account	Debit	Credit	Proof
1-13-2-53100	730.04	.00	730.04
1-13-2-53500	785.03	.00	785.03
1-13-2-53700	323.65	.00	323.65
1-14-2-52830	800.00	.00	800.00
1-14-2-52840	369.53	.00	369.53
1-14-2-53200	120.00	.00	120.00
1-16-2-53810	50.63	.00	50.63
1-16-2-53811	97.79	.00	97.79
1-16-2-53813	53.00	.00	53.00
1-17-2-51800	250.00	.00	250.00
1-17-2-51820	922.09	.00	922.09
1-17-2-51830	556.33	.00	556.33
1-17-2-52900	135.42	.00	135.42
1-17-2-53100	3.36	.00	3.36
1-17-2-53810	52.86	.00	52.86
1-18-1-50120	1,168.00	.00	1,168.00
1-18-2-53100	224.44	.00	224.44
1-18-2-53210	60.00	.00	60.00
1-18-2-53240	91.01	.00	91.01
1-19-2-51701	785.50	.00	785.50
1-19-2-51800	275.00	.00	275.00
1-19-2-52960	89.25	.00	89.25
1-19-2-53100	59.94	.00	59.94
1-20-2-53210	69.31	.00	69.31
1-20-2-53540	1,500.00	.00	1,500.00
1-24-2-52800	1,420.71	.00	1,420.71
1-24-2-52810	536.00	.00	536.00
1-24-2-53100	24.98	.00	24.98
1-24-2-53500	142.23	.00	142.23
1-24-2-53700	30.69	.00	30.69
1-26-2-53100	37.00	.00	37.00
1-26-2-53120	375.00	.00	375.00
1-26-2-53500	20.02	.00	20.02
1-26-2-53810	82.50	.00	82.50
1-28-2-53100	588.11	.00	588.11
1-28-2-53500	2,728.00	.00	2,728.00
1-28-2-53502	842.50	.00	842.50
1-28-2-53820	128.83	.00	128.83
1-28-2-53830	117.67	.00	117.67
1-28-2-53850	272.83	.00	272.83
1-28-2-53860	172.56	.00	172.56
1-28-2-53870	496.28	.00	496.28
1-30-2-52010	32.57	.00	32.57
1-30-2-52020	203.24	.00	203.24
1-30-2-53100	167.70	.00	167.70
1-30-2-53500	2,670.46	.00	2,670.46
1-30-5-56101	7,573.90	.00	7,573.90
1-30-5-56102	3,753.82	.00	3,753.82
1-34-2-52400	2,006.24	.00	2,006.24
1-34-2-53100	891.92	.00	891.92
1-34-2-53500	80.08	.00	80.08
Grand Totals:	37,470.34	37,470.34-	.00

GL Account

Debit

Credit

Proof

Report Criteria:

Report type: GL detail

## AMBULANCE REPORT ENDING MAY 2014

### MONTHLY CALL SUMMARY

<u>PRIMARY PAYOR</u>	<u># OF TRANSPORTS</u>	<u>AMT CHARGED</u>
BCBS Participating	2	\$ 2,421.00
MEDICAID OHP PLUS DMAP	2	\$ 2,529.00
MODA HEALTH	1	\$ 1,266.00
NORIDIAN ADMINISTRATIVE SVCS	13	\$ 16,121.00
PACIFIC SOURCE COMMUNITY	4	\$ 4,993.50
PACIFIC SOURCE MEDICARE	7	\$ 9,193.50
PROVIDENCE HEALTH PLAN	2	\$ 2,421.00
SELF PAY PAYOR	8	\$ 10,511.50
UMR ST CHARLES HEALTH SYSTEM	1	\$ 1,101.00
VA Medical Center	1	\$ 1,156.50
<b>Total Charges</b>	<b>41</b>	<b>\$ 51,714.00</b>

### MONTHLY CREDIT SUMMARY

<u>REVENUE SOURCE</u>	<u># OF CREDITS</u>	<u>AMT RECEIVED</u>
PAYMENT MEDICARE PART B	16	\$ 7,815.84
PAYMENT CASH	1	\$ 374.40
PAYMENT CHECK	8	\$ 1,484.80
PAYMENT INSURANCE PRIMARY	9	\$ 5,654.86
PAYMENT INSURANCE SECONDARY	3	\$ 400.26
PAYMENT VISA/MASTERCARD	3	\$ 933.63
<b>Total Payments</b>		<b>\$ 16,663.79</b>

### ADJUSTMENTS & WRITE-OFFS

ADJUSTMENT MEDICARE	22	\$ 10,536.72
ADJUSTMENT MEDICAID	1	\$ 111.36
ADJUSTMENT DECEASED	3	\$ 327.51
ADJUSTMENT FIREMED	1	\$ 150.00
<b>Total Adjustments &amp; Write-Offs</b>		<b>\$ 11,125.59</b>
<b>TOTAL REVENUE &amp; ADJUSTMENTS</b>		<b>\$ 27,789.38</b>

### OUTSTANDING ACCOUNTS

#### BY AGE

CURRENT	\$ 47,765.63
31 TO 60 DAYS	\$ 31,108.45
61 TO 90 DAYS	\$ 17,136.64
91 TO 120 DAYS	\$ 3,839.00
121 TO 150 DAYS	\$ 7,308.19
151 TO 180 DAYS	\$ 5,874.54
OVER 180 DAYS	\$ 12,474.81
<b>TOTAL OUTSTANDING AS OF 05/31/2014</b>	<b>\$ 125,507.26</b>



## **Special Districts Insurance Services Trust**

### **First Restatement of Declaration of Trust**

#### **RECITALS**

1. Oregon Revised Statutes Chapter 30.282 authorizes Public Bodies within the state of Oregon to create and participate in self-insurance programs through intergovernmental agreements;
2. On July 1, 1985, the Special Districts Association of Oregon and certain trustees entered into a Declaration of Trust for the Special Districts Insurance Services Trust, which set forth the terms and conditions upon which a self-insurance program solely for the benefit of governmental entities would be organized and operated pursuant to Oregon Revised Statutes Chapter 30.282, which Declaration of Trust was amended on October 22, 1987, February 18, 1988, January 25, 1989, June 27, 1991, June 2, 1994, December 9, 1999, September 21, 2000, January 10, 2002, April 17, 2003, and June 7, 2006 (the "Amended Trust Declaration");
3. The Initial Members have made Contributions to the trustees of the Trust and the trustees have implemented a self-insurance program with multiple pools for the benefit of the Initial Members, and the funds associated with such program constitute a trust fund that has been held for the exclusive benefit of the Initial Members participating in a self-insurance program;
4. Article 7 of the Amended Trust Declaration provided that the Amended Trust Declaration could be amended by the Board of Directors of the Special Districts Association of Oregon, by delivery of a copy of the amendment to each Trustee, provided however, that no amendment could operate to the prejudice of any vested rights held by any participant in the program of the Trust under a policy, contract, or other document for the benefit of such participant; and
5. The Board of Directors of the Special Districts Association of Oregon and the trustees of the Trust have determined that a restatement of the Amended Trust Declaration in the form of this First Restatement of Declaration of Trust, is in the best interests of the Initial Members and prospective Members, and have determined that this First Restatement of Declaration of Trust should be submitted to the Initial Members, and to prospective Members as appropriate, to allow them to become Members.

## SECTION 1 DEFINITIONS

1.1 **Definitions.** All capitalized terms in this Agreement shall have the meanings given to them in this Section 1.

1.2 **"Agreement"** means this First Restatement of the Declaration of Trust.

1.3 **"Amended Trust Declaration"** means the Special Districts Insurance Services Trust Declaration of Trust described in the Recitals.

1.4 **"Associated"** means, when used in the phrase "Associated with" an organization, the status of being a current employee of, or a member of the governing body of, that organization, or being a volunteer in good standing of an organization (in accordance with the policies and procedures of that organization) who is nominated in a writing signed by the Chair of the Board of Directors of the organization.

1.5 **"Audit Committee"** means the committee established by the Board, as described in Section 4.8(c).

1.6 **"Board"** means the Board of Trustees of the Trust.

1.7 **"Board Observer"** means the person designated by the Sponsoring Member to attend Board meetings pursuant to Section 4.1(b).

1.8 **"Contribution"** means the amount a Member contributes to the Trust annually pursuant to the Coverage Document.

1.9 **"Coverage Document"** means a contract between the Trust and a Member with respect to self-insurance coverage with respect to which a Member makes a Contribution.

1.10 **"Deadlocked"** means a situation in which the vote of the Trustees on a matter is evenly split for two or more meetings at which such matter is submitted to a vote.

1.11 **"Effective Date"** means April 1, 2014.

1.12 **"Executive Committee"** means the committee established by the Board, as described in Section 4.8(a).

1.13 **"Former Member"** means a Special District, Public Body or Sponsoring Member that was at one time a Member, but whose membership has Terminated.

1.14 **"Initial Members"** means those Special Districts and Public Bodies that had in effect a Coverage Document on the day before the Effective Date.

1.15 **"Joinder"** means a document, substantially in the form attached as Exhibit A, the execution of which constitutes a Member's agreement to be bound by the terms and conditions of this Agreement, and shall include a duly executed resolution in substantially the same form.

1.16 **"Majority"** means more than 50%.

1.17 **"Member"** means a Special District or Public Body that has executed a Joinder to this Agreement and the Sponsoring Member, the membership of which has not Terminated.

1.18 **"Nominating Committee"** means the committee established by the Board as described in Section 4.8(b).

1.19 **"Public Body"** means an entity described in Oregon Revised Statutes 30.260.

1.20 **"Quorum"** means a Majority of the Trustees.

1.21 **"Special District"** means a governmental entity described in Oregon Revised Statutes 198.010.

1.22 **"Sponsoring Member"** means the Special Districts Association of Oregon.

1.23 **"Termination"** means the cessation of the membership of a Member pursuant to this Agreement.

1.24 **"Trust"** means the Special Districts Insurance Services Trust.

1.25 **"Trustee"** means a person who has executed this Agreement or a duplicate thereof agreeing to accept the responsibilities of trusteeship under this Agreement, and who has not resigned or been removed as a Trustee.

1.26 **"Trust Property"** means cash, property or any asset held by the Trustees and subject to this Agreement.

## **SECTION 2 PURPOSES AND OPERATON OF TRUST**

2.1 **Purposes.** The purposes of the Trust shall continue to be the operation of a program of self-insurance whereby the Members' exposures in the areas of tort liability, property, workers compensation, and ancillary program areas may be effectively and economically managed, and whereby insurance and risk retention strategies to manage such risks may be most responsibly and economically funded, and to provide life, health, and disability programs and other personnel benefit services to Members. The Trustees shall endeavor to accomplish these goals by:

(a) Acting to ensure that there is available to Members markets for liability, property, workers compensation, and ancillary coverages appropriate to risks to which such Members are exposed and markets, programs and services for employee benefits and health, life, and disability insurance coverage needs of Members.

(b) Aggregating the collective buying power of Members and the economic advantages of individual and pooled risk retention and other strategies, where lawful and actuarially sound, and to reduce and stabilize the cost of funding those risks.

(c) Making available to Members resources and expertise in the management of risk through loss prevention and loss control programs, claims management, consulting, data gathering, information sharing and related services.

(d) Acting as a representative and information resource for Members in presenting to appropriate legislative and administrative bodies and committees, data and policy issues related to the cost of public risk in Oregon.

(e) Creating, upon authorization by the Board, pooled self-insured programs funded by Member Contributions and based on sound actuarial analysis, which may be structured as separate pools for various types of risk, with physical or accounting segregation as determined by the Board.

(f) Developing and providing other insurance programs, retirement programs or other related services as are approved by the Board, including but not limited to loan or grant programs in amounts not material to Trust operations and designed to further the objectives of the Trust.

(g) Providing access for Members to coverages with respect to which the Trust is not an indemnitor.

2.2 Trust Property. The Trustees shall collect and manage Trust Property, including but not limited to insurance premiums, Contributions and other revenues, shall make appropriate disbursements from the Trust, and shall oversee the management and administration of the programs of the Trust, approving the necessary contracts, insurance policies, premium contributions, fee schedule group purchases and making such other arrangements and implementing such strategies as necessary to carry out purposes described herein regarding the self-insurance programs, for the exclusive benefit of the Members and as described in this Agreement.

### **SECTION 3**

#### **CONTINUATION OF TRUST AND FUTURE CONTRIBUTIONS**

3.1 Trust Agreement. The Trustees and the Sponsoring Member hereby enter into this First Restatement of Declaration of Trust, to be effective on the Effective Date. The Trustees shall invite the Initial Members, and such other Special Districts or Public Bodies as appropriate, to become Members.

3.2 Trust Continuation. The Trust shall continue without interruption on and after the Effective Date and shall be operated from the Effective Date pursuant to this First Restatement of Declaration of Trust.

3.3 Existing and Future Trust Property. The Members confirm that the Trust Property subject to the Amended Trust Declaration as of the Effective Date of this Agreement, including all Contributions and income and profits therefrom, shall remain Trust Property, to be held, managed and distributed pursuant to this Agreement.

3.4 Contributions. Any Contributions made on or after the Effective Date of this Agreement, along with any and all income and profits therefrom, shall be Trust Property, and shall be held, managed and distributed pursuant to this Agreement. A contributing Member's Contribution is irrevocable.

3.5 Agreement by Trustees. The Trustees hereby declare that they will administer, manage, collect, receive, dispose of and distribute all Trust Property for the exclusive benefit of the Members as provided in this Agreement.

## SECTION 4 BOARD OF TRUSTEES

### 4.1 Board of Trustees.

(a) *In General.* The Trust shall be governed by a Board of Trustees ("the Board") composed of not fewer than five, nor more than nine, Trustees. Until changed by a vote of the Board, the number of Trustees shall be seven.

(b) *Board Observer.* As long as the Sponsoring Member is a Member, it shall from time to time designate a Board Observer, who shall be entitled to attend all meetings of the Board, but who shall not be a Trustee, shall have no fiduciary duties, and shall not vote. The Board Observer shall advise the Board on matters potentially affecting Special Districts throughout Oregon, as such matters relate to the activities of the Trust. The Board Observer shall be a nonvoting member of all standing and ad hoc committees of the Board. If the Sponsoring Member ceases to be a Member, there shall be no Board Observer position.

(c) *Continuation of Trustees.* Notwithstanding any requirement of Section 4.3, Trustees of the Trust serving as of the Effective Date shall continue to serve as Trustees until the expiration of their terms of office.

(d) *Election of Trustees.* The Board shall elect a Trustee to fill any vacant Trustee position, which elected Trustee shall serve until expiration of the vacated position.

### 4.2 Meetings.

(a) *Annual Meeting.* An annual meeting of the Trustees shall be held in June of each year.

(b) *Special Meetings.* Special meetings of the Trustees may be called by the Sponsoring Member, Chair, the Vice-Chair, or a Majority of Trustees, by giving written notice to the Chair or the Vice-Chair.

(c) *Quorum.* A Quorum of Trustees must be present to conduct business at a duly called meeting.

(d) *Manner of Acting.* With respect to any matter to be decided by the Trustees, the Trustees shall act by Majority vote of all Trustees.

(e) *Location of Meeting.* All meetings shall be held within the State of Oregon. While every meeting must have a physical location at which at least one Trustee appears, Trustees may participate in the meeting by means of a conference telephone call or electronic communication method if all persons participating in the meeting can hear each other at the same time.

#### 4.3 Qualifications of a Trustee.

(a) *In General.* Except as provided in Section 4.3(b), as a qualification for appointment and continued service, each Trustee shall be a natural person Associated with a Special District which is a Member.

(b) *Continued Service by Trustee.* If a Trustee becomes no longer Associated with a Member during the Trustee's term of office, the Trustee may serve out the remainder of the Trustee's term.

#### 4.4 Term of Office of Trustee.

(a) *Fixed Terms.* Trustees shall be appointed for a fixed term. Terms shall be three years and shall be staggered so that no more than three Trustees' terms expire during any calendar year. There shall be assigned position numbers to each Trustee position.

(b) *Reappointment.* A Trustee may serve any number of consecutive terms.

4.5 Resignation of a Trustee. A Trustee may resign at any time by giving written notice to the Chair, Vice-Chair or Secretary of the Trust, which resignation shall be effective upon delivery or on such later date specified in the resignation.

#### 4.6 Removal of a Trustee.

(a) *Removal by Trustees.* A Trustee may be removed by a Majority Vote of the Trustees other than the Trustee who is being considered for removal.

(b) *Deadlock Process.* If the Board is Deadlocked on removal of a Trustee, the matter shall be submitted pursuant to the Deadlock Process described in Section 4.13. The Board of Directors of the Sponsoring Member shall determine whether the affected Trustee is to be removed as a Trustee, which decision shall be final. If the Board of Directors of the Sponsoring Member determines that a Trustee should not be removed, that Trustee shall serve until the expiration of his or her term, unless the other Trustees determine that the affected Trustee has engaged in intentional misconduct or gross negligence in carrying out his or her duties, in which case such Trustee may be removed using the processes described in Section (a) and (b) of this Section 4.6.

#### 4.7 Officers.

(a) *Officers.* The officers of the Board shall be a Chair, a Vice-Chair, a Secretary, and a Treasurer. The same person may not concurrently occupy more than two offices.

(b) *Appointment.* Officers shall be elected by the Board at the annual meeting and shall serve a one-year term or until their successors are elected by the Board.

(c) *Resignation.* An officer may resign at any time by giving written notice to the Chair, Vice Chair or Secretary of the Trust, which resignation shall be effective upon delivery or on such later date is specified in the resignation. In the event of a vacancy in an officer's position, the Board shall fill the unexpired portion of the term by election at the next Board meeting.

(d) *Duties of Chair.* The Chair shall, when present, preside at all meetings of the Board and of the Members. He or she shall serve as the chair of the Executive Committee and shall be an ex-officio Member of all other standing committees. The Chair shall perform all duties required of him or her by the Board.

(e) *Duties of Vice-Chair.* The Vice-Chair shall preside at all meetings of the Board and of the Members in the absence of the Chair. He or she shall perform such other duties as assigned by the Board or the Chair. The Vice-Chair shall be the chair of the Nominating Committee.

(f) *Duties of Secretary.* The Secretary will keep or cause to be kept at the Trust's principal office all of the minutes of the meetings of the Board and Members showing the time and place of meeting, the notice given, the names of those present and the content of such meeting in reasonable detail. The Secretary shall perform such other duties as assigned by the Board or the Chair.

(g) *Duties of Treasurer.* The Treasurer will be responsible for oversight of (i) the funds of the Trust; (ii) deposits and withdrawals of such funds in such depositories as may be authorized by the Board; and (iii) the keeping of a full and accurate account of receipts and disbursements at the Trust's principal office. The Treasurer shall be the chair of the Audit Committee and shall perform such other duties as assigned by the Board or the Chair.

#### 4.8 Committees.

(a) *Executive Committee.* The Board shall establish an Executive Committee, the objective of which is to prepare for Board meetings, address the business of the Trust between Board meetings in a manner delegated by the Board, and recommend to the Board the admission of new Members and Termination of existing Members, as necessary.

(b) *Nominating Committee.* The Board shall establish a Nominating Committee, the objective of which is to identify and recommend to the Board appropriate candidates for trusteeship from among the Members.

(c) *Audit Committee.* The Board shall establish an Audit Committee, the objective of which is to assure that the Board is adequately and currently informed of the financial condition of the Trust through reports and other methods.

(d) Other Committees. The Board may establish such other committees as it deems necessary and appropriate to carry out its responsibilities, which committees may be standing or ad hoc committees, in the discretion of the Board.

4.9 Salaries and Expenses. Trustees shall serve without compensation, but shall be entitled to reimbursement for expenses in accordance with the applicable expense policies of the Trust.

4.10 Policies and Procedures. The Trustees may from time to time adopt policies and procedures for operation of the Board, committees, and the Trust that are not inconsistent with this Agreement. The Trustees shall establish and maintain policies and procedures designed to cause the Trust to retain net assets sufficient to satisfy projected liabilities at appropriately high actuarially determined confidence levels in the event of catastrophic loss.

4.11 Powers of Trustees. The Trustees shall have each and every power accorded to Trustees under Oregon law and the authority to act in all matters relating to the Trust and Trust property, including but not limited to the power to:

- (a) make and enter into contracts;
- (b) incur debts, liabilities, and obligations;
- (c) acquire, hold, or dispose of property, contributions and donations of Property, funds, services, and other forms of assistance from any person;
- (d) sue and be sued in the name of the Trust, and to settle or compromise any claim;
- (e) engage and employ agents, employees, consultants, contractors, advisers, and any other personnel to assist in the activities of the Trust;
- (f) receive, collect, and disburse monies from any source;
- (g) authorize and pay or credit to Members (and not Former Members) such amounts, from the excess of available funds over amounts required or projected by the Board to fund Trust operations and claim liabilities, as determined appropriate by the Board, in its sole discretion; and
- (h) do all other things necessary and appropriate to carry out the purposes of the Trust and permitted by law.

4.12 Services Contract. The Trustees may enter into a contract with a Member to perform duties of administration of the Trust, which duties shall include but not be limited to claims administration, loss control, underwriting, and other consulting services as may be specified by contract between the Trust and the service provider.

4.13 Deadlock. If at any time the Trustees are Deadlocked on any issue, the Chair or Vice-Chair shall prepare a memorandum summarizing the facts and circumstances of the



situation in reasonable detail, and shall submit this memorandum to the Chair of the Board of Directors of the Sponsoring Member. The Board of Directors of the Sponsoring Member shall resolve the Deadlock and inform the Trustees of its decision, which decision shall be binding upon the Board.

## **SECTION 5 MEMBERSHIP**

5.1 Sponsoring Member. The Special Districts Association of Oregon is the Sponsoring Member of the Trust. The role of the Sponsoring Member is to provide the experience and continuity needed by the Trust to best serve its Members. The Sponsoring Member shall have ongoing duties to the Trust, including:

- (a) Working closely with others engaged by the Trust to provide various services;
- (b) Appointment of a Board Observer, as described in Section 4.1(b);
- (c) Providing its Executive Director as Trust Administrator for the Trust, who shall act in the role of chief operating officer and shall carry out the day-to-day duties of trust administration, as delegated by the Trustees;
- (d) Facilitating strategic planning for the Trust and recommending strategies for improving services to Members and improvement of ongoing operations of the Trust; and
- (e) Engaging in such other duties as reasonably requested by the Board to carry out the objectives of the Trust.

5.2 Distribution to Sponsoring Member. The Trust shall make an annual distribution to the Sponsoring Member in an amount to be determined by the Board in consultation with the Sponsoring Member.

5.3 Qualifications for Membership. A Member other than the Sponsoring Member must be a Special District or Public Body, within Oregon, that is a member in good standing of the Special Districts Association of Oregon.

5.4 Effect of Membership. A Member shall be eligible to participate in the coverages and services offered by or through the Trust on such terms and conditions as set forth in the Coverage Documents. Once an entity becomes a Member, such membership shall continue until terminated in accordance with this Agreement.

5.5 Initial Members. All entities who are Initial Members on the day before the Effective Date shall be eligible to become Members of the Trust as of the Effective Date by executing a Joinder.

5.6 New Members. Upon application by a Special District or Public Body to become a Member of the Trust, the Board may approve membership of such entity on such terms and

conditions as Board determines, in its sole discretion. The Board shall have the exclusive authority to approve or deny an application for membership, in its sole discretion.

5.7 Termination of Membership.

(a) *Termination of All Coverages.* Upon the termination of all participation in programs of the Trust, including but not limited to coverage under all Coverage Documents with respect to a Member (other than the Sponsoring Member), a Member's membership shall cease.

(b) *Sponsoring Member.* The Board may Terminate the membership of the Sponsoring Member for intentional wrongdoing or gross negligence, in its conduct as a Member, by a vote of two-thirds of the Trustees.

5.8 Liability after Termination of Membership. Upon Termination of membership, the Member will continue to be liable for the payment of any Contributions due as of the date of Termination. In the event the Trust is unable to perform its contractual obligations on a Former Member's behalf, the Member will continue to be liable for the payment of its own claims and liabilities arising out of the period when the Former Member was a Member.

5.9 Resumption of Membership after Termination. A Former Member may reapply for membership three years after Termination of membership. The Board in its discretion may waive this time limit or impose additional waiting periods.

5.10 Duties and Obligations of Members.

(a) *Joinder to First Restatement.* Each Member (other than the Sponsoring Member) shall execute a Joinder to this Agreement in a form approved by the Board and shall execute such other documents as are reasonable and appropriate, in the determination of the Board, to evidence membership in the Trust.

(b) *Information.* Each Member will furnish to the Trustees such underwriting and other information as may be reasonably required to carry out the purposes of the Trust at least 45 days prior to the end of the coverage period as described in the Coverage Documents.

(c) *Contributions.* Each Member shall make an annual Contribution based on the coverages the Member elects to the Trust in the amount determined by the Trustees, which amount shall be communicated to the Members within a reasonable period prior to renewal of coverage. The amount of the Contribution of each Member shall be determined by the Board, in its sole discretion, based on the coverages the member elects.

(d) *Cooperation.* As participants in a self-insured program, Members have an obligation to control claim costs by minimizing risk by establishing best management and safety practices. Each Member shall cooperate fully with the Trustees and their agents in the mitigation of risk and the administration of claims. Members' required cooperation shall include, but not be limited to:

(i) Following the loss prevention and risk management programs of the Trust, and abiding by all conditions, requirements, rules or regulations regarding loss control and risk management which may be promulgated by the Trust or its agents.

(ii) Annually completing a best practices checklist as requested by the Trust and endeavoring to the best of its abilities to adhere to the best practices identified on the checklist.

(iii) Giving prompt notification of any claim to the Trust as provided in the Coverage Documents.

(iv) Permitting the Trust's agents at any reasonable time to inspect the Member's properties and operations, and to examine the Member's books, documents and records of any and every kind pertinent to membership or in the administration of the Trust.

(v) Answering questionnaires pertinent to the operation of the Trust, or any particular pool maintained by the Trust, regarding the operations of the Member.

(e) *Trust Insolvency.* In the event of insolvency of the Trust, each Member or Former Member will continue to be liable for the payment of its own claims and liabilities arising during the period of membership.

5.11 Appointment as Agent. Each Member hereby appoints the Trust or its designated agent to act as the Member's agent and attorney-in-fact to act on its behalf, to execute all contracts, reports, waivers, agreements and service contracts, and to make an arrangement of payment of claims and all other things required for the proper and orderly operation of the Trust. Each Member agrees that the Trust or its designees shall have the sole responsibility for the adjustment and/or settlement of any and all claims.

## SECTION 6 LIABILITY OF TRUSTEES AND INDEMNIFICATION

6.1 Errors and Omissions Insurance. The Trustees shall secure errors and omissions insurance covering each Trustee in such amounts and on such terms and conditions as determined appropriate by the Board.

### 6.2 Indemnity.

(a) *In General.* The Trust will indemnify to the fullest extent permitted by law any person who is made or threatened to be made a party to, witness in, or otherwise involved in, any action, suit or proceeding, whether civil, criminal, administrative, investigative, or otherwise (including an action, suit or proceeding by or in the right of the Trust) by reason of the fact that the person is or was a Trustee, Board Observer, or a fiduciary within the meaning of the Employee Retirement Income Security Act of 1974 with respect to any employee benefit plan of the Trust. The Trust may indemnify to the fullest extent permitted by law any person who is made or threatened to be made a party to, witness in, or otherwise involved in, any action, suit or proceeding, whether civil, criminal, administrative, investigative, or otherwise (including an action, suit or proceeding by or in the right of the Trust) by reason of the fact that the person is or

was an employee or agent of the Trust. Any indemnification provided pursuant to this Section 5.4(a) will not be exclusive of any rights to which the person indemnified may otherwise be entitled under any provision of any agreement, statute, policy of insurance, vote or resolution of the Board, contract, or otherwise. Notwithstanding the foregoing, the Trust shall not have any obligation to indemnify any person based on actions of such person that are found to constitute gross negligence or intentional misconduct by a court decision from which no appeal may be taken.

(b) *Advancement of Expenses.* The expenses incurred by a Trustee or other person in connection with any threatened, pending or completed action, suit or proceeding (except for an action, suit or proceeding by or in behalf of the Trust), whether civil, criminal, administrative, investigative, or otherwise, which the Trustee or other person is made or threatened to be made a party to or witness in, or is otherwise involved in, will be paid by the Trust in advance upon the written request of the Trustee or other person if he or she (i) furnishes the Trust a written affirmation that in good faith the Trustee believes that he or she is entitled to be indemnified by the Trust; and (ii) furnishes the Trust a written undertaking to repay such advance to the extent that it is ultimately determined by a court that such Trustee or other person is not entitled to be indemnified by the Trust.

(c) *Amendment.* No amendment to this Section 6.2 that limits the Trust's obligation to indemnify any person will have any effect on such obligation for any act or omission that occurs prior to the later of the effective date of the amendment or the date notice of the amendment is given to the person.

(d) *Further Action.* To the fullest extent permitted by law, no Trustee of the Trust or Board Observer will be personally liable to the Trust or the Members for monetary damages for conduct as a Trustee. Without limiting the generality of the preceding, if after this Section 6.2 becomes effective the Oregon statutes are amended to authorize Trust action further eliminating or limiting the personal liability of a Trustee or Board Observer, then the liability of Trustees of the Trust and the Board Observer will be eliminated or limited to the fullest extent permitted by the Oregon statutes, as so amended. No amendment or repeal of this Section 6.2 nor a change in the law, will adversely affect any right or protection that is based upon this Section 6.2 and that pertains to conduct that occurred prior to the time of such amendment, repeal, adoption or change. No change in the law will reduce or eliminate the rights and protections set forth in this Section 6.2 unless the change in the law specifically requires such reduction or elimination.

6.3 Use of Trust Assets to Defend Trust. Trust Property may be used to defend claims of any type made against the Trust or Trustees, and such use shall not be deemed a conflict of interest for any Trustee.

## **SECTION 7 TERMINATION OF TRUST**

7.1 Termination of Trust. The Trust shall terminate upon a vote to terminate the Trust by (A) the Board of Directors of the Sponsoring Member (if the Sponsoring Member is a Member) and (B) either (i) two-thirds of the Trustees or (ii) three-fourths of the Members. The

Trust shall terminate upon a determination by a court of competent jurisdiction that the purposes of the Trust cannot be accomplished, even with amendment or modification of the Agreement or Trust structure. In the event of termination, the Trust shall continue for the purpose of making allowances for claims, retiring any debt, distributing all assets, and performing all other functions necessary to conclude the affairs of the Trust, all of which shall be the responsibility of the Sponsoring Member, for which it will be paid reasonable compensation.

7.2 Distribution of Assets. Upon termination of the Trust, all Trust Property shall be distributed among the Special Districts and Public Bodies who are Members at the date of termination of the Trust, in proportion to their Contributions to the Trust during the 5 years immediately preceding the effective date of termination of the Trust.

7.3 No Assessments. The Trust shall not have the authority to assess Members or Former Members for additional Contributions in the event of Trust insolvency.

## **SECTION 8 AMENDMENT**

8.1 Method of Amendment. This Agreement may be amended by vote of two-thirds of the Trustees and the approval of the Board of Directors of the Sponsoring Member. Amendments shall be distributed to the Members within 60 days of adoption.

8.2 Limitation on Amendments. No amendment to this Agreement shall be adopted which provides for distribution upon dissolution to other than the Members, that causes gratuitous diversion of Trust Property for the benefit of private interests, or retroactively divests a Member of a vested right granted to that Member pursuant to a Coverage Document.

## **SECTION 9 MISCELLANEOUS**

9.1 Title to Trust Property. Legal title to all Trust Property shall be held by the Trustees for the exclusive benefit of the Members as described in this Agreement.

9.2 No Interest in Trust Property by Members. No Member shall have any right to or interest in Trust Property, and no creditor of any Member shall have any claim against Trust Property for any debt or obligation of a Member.

9.3 Intergovernmental Agreement. This Agreement is intended to be an intergovernmental agreement as described in Oregon Revised Statutes 30.282 for three or more Public Bodies to create a program of self-insurance, and shall be interpreted for all purposes as such an agreement.

9.4 Governing Law. This Agreement shall be governed by the laws of the State of Oregon.

9.5 Joinders. Any Joinder to this Agreement executed by a Member will be deemed to be that Member's assent to the entirety of this Agreement, as if such Member had executed an original of this Agreement.

## 9.6 Dispute Resolution.

(a) *Appeal to Board of Trustees.* In the event of any dispute arising from the operation of the Trust, the affected Member shall first appeal to the Board. In a matter relating to a claim under a Coverage Document, the appeal must be made within 30 days of the Trust's proposed resolution of the disputed claim unless otherwise provided in the Coverage Document. To institute an appeal, the Member must give written notice to the Chair or Vice-Chair of the Board, providing a written summary of the dispute, detailing in reasonable detail the facts and circumstances of the issue and the requested remedies. At the next scheduled Board meeting or at such other time as determined by the Chair, the Board will review the matter, using procedures as promulgated by the Board. The Board's decision will be communicated to the Member within 90 days of the Board's hearing of the appeal.

(b) *Mandatory Mediation.* If a dispute is not resolved by appeal to the Board, it must be submitted to the Arbitration Services of Portland ("ASP"), or its successor, for mediation. The Trust or any Member may commence mediation by providing ASP and the other affected parties a written request for mediation, setting forth the subject of the dispute and the relief requested. The Trust and each affected Member shall cooperate with ASP and with one another in selecting a mediator from the ASP panel of neutrals and in scheduling the mediation proceedings. They agree that they will participate in the mediation in good faith and that they will share equally in the costs (the Trust will pay one half of the costs and the other half will be paid by the affected Member, or if more than one Member, each shall contribute equally to that half or otherwise as they may agree). All of the offers, promises and conduct and statements, whether oral or written, made in the course of the mediation by any of the parties, their agents, employees, experts and attorneys, and by the mediator or any ASP employees, are confidential and privileged and inadmissible for any purpose, including impeachment, in any arbitration or other proceeding involving the parties, providing that evidence that is otherwise admissible and discoverable will not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

(c) *Mandatory Arbitration.* If the matter is not resolved through mediation, then it shall be submitted to ASP, or its successor, for final and binding arbitration pursuant to the rules of commercial arbitration for ASP. The Trust or a Member may initiate the arbitration with respect to the matter submitted to mediation by filing a written demand for arbitration at any time following the initial mediation session or at any time following 45 days from the date of filing the written request for mediation, whichever occurs first ("Earliest Initiation Date"). The mediation may continue after the commencement of arbitration if the parties agree. At no time prior to the Earliest Initiation Date will either side initiate an arbitration or litigation related to this Agreement, except as provided by the rules of commercial arbitration for ASP or by agreement of the parties. All applicable statutes of limitations and defenses based upon the passage of time shall be tolled until 15 days after the Earliest Initiation Date. The parties will take such action, if any is required, to effectuate such tolling. The dispute will be settled by a single arbitrator. The parties will cooperate with ASP and with one another in selecting an arbitrator and in scheduling arbitration proceedings. Arbitration will occur in Salem, Oregon unless the parties otherwise agree. The parties will be entitled to conduct discovery in accordance with the Federal Rules of Civil Procedure, subject to limitation by the arbitrator to secure the just and efficient resolution of the dispute. If the amount in controversy exceeds \$250,000, the arbitrator's decision shall include a statement specifying in reasonable detail the basis for and computation of the amount of the award,

if any. In any arbitration arising out of or related to this Agreement, the arbitrator may not award any incidental, indirect or consequential damages, including damages for lost profits. The decision of the arbitrator will be final and binding. The party prevailing in the arbitration will also be entitled to recover any amount for his or her costs and attorney fees incurred in connection with the arbitration as determined by the arbitrator. Judgment upon the arbitration award may be entered in any court having jurisdiction.

(d) *Coverage Document Dispute Resolution.* The dispute resolution provisions in any Coverage Document shall apply for the matters to which such provisions are made applicable in the Coverage Document, and shall supersede the dispute resolution provisions of this Section 9.6. If a Coverage Document is silent, or the dispute resolutions contained within it do not apply to a particular dispute, the dispute resolution provisions of this Section 9.6 shall apply.

This First Declaration of Trust is executed by the Sponsoring Member and by the Trustees, who by affixing their signature hereto, agree to accept their appointment as Trustees under this First Restatement of the Declaration of Trust of the Special Districts Insurance Services Trust as of the Effective Date.

**SPONSORING MEMBER:**

Special Districts Association of Oregon

By:  Diedre Conkling

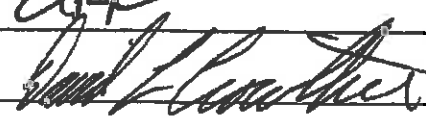
Its: SDAO Board of Directors President

**TRUSTEES:**

Position No. 1



Position No. 2



Position No. 3



Position No. 4



Position No. 5



Position No. 6



Position No. 7

\_\_\_\_\_

**EXHIBIT A**  
**FORM OF**  
**JOINDER TO TRUST AGREEMENT**  
**FOR INITIAL MEMBERS**

By execution of this Joinder, the undersigned public body hereby agrees to become a party to, and is bound by, the First Restatement of Declaration of Trust of the Special Districts Insurance Trust effective as of April 1, 2014 (and as the same may be amended, supplemented or otherwise modified from time to time, the "Agreement"), by and among the Trustees and the Members, in the same manner as if the undersigned were an original signatory to such Agreement.

The undersigned represents and warrants that (i) the undersigned has received a copy of, and has reviewed the terms of, the Agreement and all related or relevant documents and agreements, (ii) undertakes to become a Member of the Special Districts Insurance Trust with all the rights and obligations thereof, and (iii) such undertaking has been duly authorized as an intergovernmental agreement to create a program of self-insurance pursuant to ORS 30.282.

Capitalized terms used but not defined in this Joinder shall have the meanings set forth in the Agreement.

IN WITNESS WHEREOF, the undersigned has executed this Joinder as of this 10<sup>th</sup> day of June, 2014.

Sisters-Camp Sherman RFPD

[Name of District]

By: \_\_\_\_\_

Name: Chuck Newport

Title: Board President

Address for Notices:

P.O. Box 1509

Sisters, OR 97759

With copies to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## FIRE CHIEF'S REPORT MONTH JUNE 2014

### I. CURRENT FIRE ACTIVITY STATUS:

There were no structure fires in May. Fire season is scheduled to be enacted and open burning prohibited effective June 15th.

### II. NOTEWORTHY OPERATIONAL EVENTS:

We have experienced two fatal car accidents in the past month that involved multiple patients. Personnel have done an excellent job with both incidents.

### III. COMMUNITY SERVICE EVENTS

1. The rodeo parade is Saturday if any of the Directors would like to participate, and ride in a vehicle.
2. The District will be participating in the quilt show on July 12th.
3. The District participated in the first annual Mountain Man dodge ball tournament.

### IV. SPECIAL PROJECTS UPDATE:

1. We will be hosting a send off celebration/barbecue for Jay Crawford on July 9th from 1200-1400 hrs.
2. We have completed hiring the temporary firefighters for the summer.
3. I will provide an update on the status of the ambulance specification/ordering at the meeting
4. The revision of the policy manual (Book 2) is complete and has been distributed to the employees for review prior to submission to the Board.
5. Oregon OSHA consultative services conducted a site visit Thursday June 5th.
6. Special Districts Association of Oregon conducted an ergonomics assessment of the administrative offices on June 5th.

V. VOLUNTEER STATUS

1. Volunteer numbers remained the same for the month of May. We are continuing with final stages of implementing the Hasty Team medical response program in Camp Sherman. The goal is to have the team operational by July 1st.

VII. OTHER

1. I will be on vacation June 18 through July 2nd for a family vacation. Chief Karjala will be in District during this time.

**SISTERS-CAMP SHERMAN RFPD  
Call Activity**

	January		February		March		April		May		June		July		August		September		October		November		December		Year Totals	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
<b>FIRE RELATED</b>																										
Brush Fire-	0	0	0	0	2	0	4	1	5	2	1	4	1	6	3		5	1	1	1	1	1	0	0	27	19
False Alarm-	5	4	5	5	2	4	5	1	1	0	4	1	2	7	3		4	4	4	8	4	4	7	4	43	50
Illegal Open Burning-	1	4	3	0	2	2	3	3	1	8	4	0	0	2	1		0	0	1	4	1	7	1	3	17	33
Structure Fire-	0	3	1	0	0	0	1	0	0	0	0	1	0	0	1		1	2	1	3	0	0	2	0	5	12
Mutual Aid-	0	1	0	0	1	1	1	0	3	0	3	0	0	5	0		3	2	2	0	0	0	1	0	18	13
Public Assist-	2	1	0	1	1	0	1	1	0	3	1	2	1	0	7		1	0	6	1	3	1	0	5	21	17
Investigation-	2	2	0	4	1	2	1	1	1	5	4	5	3	9	5		4	2	1	2	1	0	2	1	25	40
Vehicle Fire-	0	0	0	0	0	0	0	0	0	0	1	0	1	2	0		0	0	0	0	0	0	0	0	2	5
HazMat	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	3	0
Total Fire Related calls	11	15	9	10	10	9	15	7	11	11	18	13	12	31	22		17	12	18	19	10	14	9	11	161	189
<b>YTD FIRE RELATED CALLS</b>			20	25	30	34	45	41	56	60	74	73	69	104	109		138	138	142	157	152	171	161	151	161	389
<b>EMS RELATED</b>																										
Medical-	70	43	61	45	54	37	48	53	54	62	64	71	60	61	60		50	36	35	47	41	46	44	45	641	603
MVA-	10	4	4	4	4	6	9	12	7	7	9	8	5	11	7		4	6	6	9	5	6	13	6	83	87
Total EMS Related Calls	80	47	65	49	58	43	57	65	61	69	73	79	65	72	67		54	42	41	56	46	52	57	51	724	690
<b>YTD EMS RELATED CALLS</b>			145	98	203	139	260	204	321	390	394	469	459	541	526		580	648	621	704	667	756	724	681		
<b>TOTAL CALLS FOR MONTH</b>	91	62	74	59	68	52	72	72	72	88	91	92	77	103	90		71	54	57	75	56	66	66	69	865	879
Total Patient Contacts	54	47	58	47	54	40	53	53	52	65	53	69	55	57	58		41	38	34	52	34	48	53	49	599	611
Total Patients Air Ambulance TX	0	2	0	0	2	1	0	0	1	2	4	2	0	3	5		0	1	2	1	0	2	1	2	15	19
<b>PATIENT TRANSPORTS</b>																										
Transports to SMC VIA Ground	46	26	37	22	25	21	33	34	32	39	26	50	27	34	24		23	19	18	21	17	33	36	31	344	355
Transports to Landing Zone	0	2	0	0	2	1	0	0	1	2	4	2	0	3	5		0	1	1	1	0	2	1	2	14	19
Total Patient Transports	46	28	37	22	27	22	33	34	33	41	30	52	27	37	29		23	20	19	22	17	33	37	33	358	374
<b>YTD PATIENT TRANSPORTS</b>			23	50	110	72	163	135	118	147	206	193	236	236	264		269	274	307	306	324	361	361	374		
<b>CALL URGENCY</b>																										
Alpha/Bravo	45	26	38	30	30	16	33	33	32	46	40	43	34	36	33		31	28	18	36	20	23	36	27	390	379
Charlie/Delta	35	20	26	17	25	27	28	30	28	21	31	36	30	34	29		23	14	48	30	24	28	20	25	345	311
Echo	1	1	0	3	0	1	0	1	1	1	1	1	0	0	2		0	1	2	0	2	1	0	1	9	11
Omega	0	0	0	1	0	0	0	1	0	0	0	0	1	2	0		0	0	1	0	0	0	1	0	6	6
Code 1	9	11	8	7	9	8	11	7	7	18	15	12	9	22	18		12	7	15	16	10	14	8	13	131	148
Code 3	1	4	1	2	2	0	3	0	4	2	4	2	3	9	5		5	4	3	3	0	0	1	3	32	36
<b>CALL BACKS (7PC)</b>																										
Called	14	23	10	19	7	15	14	21	18	18	21	26	18	38	17		18	20	15	24	9	17	9	17	170	283
Covered	10	16	8	17	6	7	11	9	12	15	15	18	17	29	9		14	12	15	12	7	8	4	12	128	176
Not Covered	4	7	2	2	1	8	3	12	6	3	6	8	1	9	8		4	8	0	12	2	9	5	5	42	107

**Sisters-Camp Sherman RFPD  
Personnel Response 2014**

TYPE	STATUS	RANK	Active/Inactive	NAME	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total by Category	Total for Year
RESPONSE	Career	Captain		Ast, Jeremy	14	6	11	10	24								65	
STANDBY					4	4	6	3	10								27	92
RESPONSE	Volunteer	FF/EMT	Active	Boskovich, Luke	15	12	8	11	19								66	
STANDBY					3	2	7	2	9								23	88
RESPONSE	Volunteer	FF	Active	Briggs, Conner	3	6	2	6	3								20	
STANDBY					1	2	0	2	3								8	28
RESPONSE	Career	Captain		Brown, Thornton	0	16	7	12	16								51	
STANDBY					0	4	7	13	13								37	86
RESPONSE	Career	FF/EMT		Bruegeman, Ben	19	16	14	19	12								80	
STANDBY					8	2	2	9	6								30	110
RESPONSE	Volunteer	FF/EMT	Active	Burke, Pat	6	1	1	1	1								10	
STANDBY					5	2	0	0	0								11	21
RESPONSE	Volunteer	EMT	Active	Clawson, Tom	0	0	0	0	0								27	
STANDBY					0	0	0	0	0								2	29
RESPONSE	Volunteer	FF/EMT	Active	Crawford, Jay	0	0	1	1	0								1	
STANDBY	Career	FF/EMT			0	0	1	1	0								2	3
RESPONSE				Crawford, Jay	18	20	13	15	26								93	
STANDBY					7	9	8	4	5								37	130
RESPONSE	Volunteer	FF/EMT	Active	Davis, Clay	1	5	2	0									8	
STANDBY					3	3	0	0									6	14
RESPONSE	Volunteer	FF	Active	Dean, Roy	4	1	3	0	4								12	
STANDBY					0	0	0	0	0								0	12
RESPONSE	Volunteer	FF	Active	Falla, John	8	14	9	8	14								53	
STANDBY					1	5	1	0	9								16	69
RESPONSE	Career	FF/EMT		Harrison, Rob	15	17	7	26	25								90	
STANDBY					1	1	0	4	6								12	102
RESPONSE	Volunteer	FF	Active	Hayes, Bill	6	8	3	9	18								44	
STANDBY					15	14	9	13	23								74	118
RESPONSE	Volunteer	FF	Active	Haynes, Tom	0	0	2	1	0								3	
STANDBY					0	1	0	0	0								1	4
RESPONSE	Volunteer	FF	Active	Head, Nyle	1	3	0	0	0								4	
STANDBY					1	1	0	0	1								3	7
RESPONSE	Volunteer	EMT	Active	Hodges, Rita	0	2	0	0	0								23	
STANDBY					0	0	0	0	0								5	28
RESPONSE	Volunteer	Captain	Active	Honeymen, Shant	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF/EMT	Active	Huffman, Stephen	3	0	3	0	0								6	
STANDBY					1	0	2	0	0								3	9
RESPONSE	Volunteer	FF/EMT	Active	Hughes, Bryce	16	10	9	13	16								64	
STANDBY					4	0	2	5	8								19	83
RESPONSE	Volunteer	EMT	Active	Jahansen, Val	0	1	0	0	0								1	
STANDBY					4	2	1	1	0								9	16
RESPONSE	Career	Div Chief		Johnson, Roger	2	2	2	3	8								17	
STANDBY					11	10	8	12	7								48	65
RESPONSE	Volunteer	FF	Active	Jones, Hayden	13	9	11	8	16								57	
STANDBY					1	5	4	10	8								28	85
RESPONSE	Volunteer	FF/EMT	Active	Jones, Shelby	0	0	0	1	0								1	
STANDBY					1	0	1	1	0								3	4
RESPONSE	Volunteer	FF/EMT	Active	Jorgensen, Daniel	0	0	0	0	0								0	
STANDBY					0	0	1	0	0								1	1
RESPONSE	Career	Div Chief		Karlala, Ryan	2	2	0	6	3								13	
STANDBY					7	5	3	7	4								26	38
RESPONSE	Career	FF/EMT		Keller, David	12	8	19	24	17								75	
STANDBY					1	1	1	2	8								14	89
RESPONSE	Volunteer	FF	Active	Ketchum, Ron	0	1	3	7	4								15	
STANDBY					7	3	2	12	10								34	49
RESPONSE	Volunteer	Captain	Active	Liming, Jeff	2	3	2	4	3								14	
STANDBY					2	5	6	7	19								39	53
RESPONSE	Volunteer	FF/EMT	Active	Lovegren, Gary	0	0	0	0	2								2	
STANDBY					0	0	0	0	1								1	3
RESPONSE	Volunteer	FF	Active	Manzi, Cody	19	10	13	21	18								81	
STANDBY					8	6	2	12	13								41	122
		FF	Active	Marshall, Gary				0	0								0	
							1	0	0								1	1
RESPONSE	Volunteer	FF/EMT	Active	Mattson, Jeremiah	1	1	1	2	3								8	
STANDBY					0	0	0	1	1								2	10
RESPONSE	Volunteer	EMT	Active	McKinich, Liz	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Career	FF/EMT		Meredith, Cody	17	15	12	24	19								80	
STANDBY					4	1	4	5	9								23	113
RESPONSE	Volunteer	FF	Active	Metzger, Kirk	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Michalek, Scott	2	0	1	0	2								5	
STANDBY					0	0	0	0	0								0	5
RESPONSE	Volunteer	FF/EMT	Active	Millar, Matt	7	0	0	6	17								30	
STANDBY					2	3	0	5	3								13	43
RESPONSE	Volunteer	Captain	Active	Moyer, W David	1	0	0	1	0								2	
STANDBY					2	0	0	4	2								8	10



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RESPONSE	Volunteer	FF	Active	Myers, Doug	2	0	0	0	1								3	
STANDBY					0	0	0	0	3								3	6
RESPONSE	Volunteer	Tech	Active	Newport, Nick	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF	Active	Proctor, Marc	12	11	11	16	20								70	
STANDBY					5	2	4	7	6								24	94
RESPONSE	Volunteer	FF/EMT	Active	Schulz, Christina	0	0	1	1	3								5	
STANDBY					0	0	0	0	0								0	5
RESPONSE	Volunteer	FF/EMT	Active	Schulz, Robert	1	1	2	3	4								11	
STANDBY					0	0	0	0	0								0	11
RESPONSE	Volunteer	FF/EMT	Active	Summer, Kyle	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0
RESPONSE	Volunteer	FF/EMT	Active	Trevellyan, Laura	4	3	0	0	0								7	
STANDBY					0	0	0	0	0								0	7
RESPONSE	Career	FF/EMT		Vial, Shawn	20	22	10										56	
STANDBY					8	1	3										10	66
RESPONSE	Volunteer	Tech	Active	Ward, Steve	7	3	1	3	8								14	
STANDBY					0	0	1	1	0								1	15
RESPONSE	Volunteer	Captain	Active	Weddle, Colin	10	16	12	9	9								2	10
STANDBY					0	2	1	1	1								22	24
RESPONSE	Volunteer	Captain	Active	Wellington Dald	0	0	0	0	1								5	61
STANDBY					0	0	1	0	0								1	2
RESPONSE	Volunteer	FF	Active	Whitney, Justin	0	0	0	0	0								0	
STANDBY					0	0	0	0	0								0	0

TOTAL VOLUNTEER RESPONSES-	227	191	157	236	334	0	0	0	0	0	0	0	1145	2039
TOTAL CAREER RESPONSES-	170	166	135	198	225	0	0	0	0	0	0	0	894	

[illegible]



## Community Risk & Fire Safety Manager Report

### Activities for May 2014

**Auxiliary Report:** Auxiliary Chair persons Gail Butler and Les Schell Co-Chair the Auxiliary which meets once a month to review the status of existing Auxiliary projects and programs. They will be attending the next Crossroads Homeowner Association meeting on June 21 to give a presentation to recruit new Auxiliary volunteers. With more volunteers the Auxiliary can staff more community programs which may include Smoke Alarms, Child Car Seat Safety, etc. Currently volunteers are modifying the fire district web site to update what the Auxiliary does within the community and a new page to allow community residents to register for CPR/AED and First Aid Classes.

Auxiliary Member Marsha Marr which is the coordinator for our monthly BiMart Blood Pressure Clinic submitted the following report: (The following are numbers of BP's taken and are only from one shift of the two scheduled shifts each day which started in July of 2013)

July: 31 / August: 61 / September: 45 / October: 30 / November: 50 / December: 50 / January: 47 / February: 25 / March: 39 / April: 25 / May: 50 / Total: 457 BP's taken for 1 Shift.

**Public Education Report:** The results for the FireFree yard debris collection program at the Fryrear depot was a success this year thanks to the wonderful volunteers and the Deschutes County Project Wildfire organization. Special thanks to our Fire District volunteers and career staff: TJ Johannsen, Shelby Jones, Captain Crawford, Student John Failla, Student Cody Manzi Student Colin Weddle and Ron Ketchum. Our group assisted residents unloading their vehicles of 1,017 cubic yards of debris during the May event, which was up from last year's event's total of 831 cubic yards. The grand total of debris collected for all central Oregon FireFree events was 29,454 cubic yards down 2,243 cubic yards from 2012. New Volunteer Member Heather Miller will be coordinating the Public Education/Awareness programs and activities for our division. She is currently working with Cloverdale F.D. for the "last day of school fire department spray the kids with water event", which is a long time fire department activity.