



## AGENDA

Notice of Regular Meeting of the  
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District  
May 20, 2014 – Administration Building – 5:00 p.m.

1. Open the regular meeting
2. Association report
3. Consent agenda
  - a. April 15, 2014 Minutes of regular meeting
  - b. Dashboard report
  - c. Bank statement and reconciliations
  - d. Operating fund summaries
  - e. Check register
  - f. Ambulance report
  - g. Safety Committee Meeting Minutes
4. Administration
  - a. District Audit
5. Resolutions
  - a. Resolution 2013-2014-004 Transfer of funds to Equipment Reserve
  - b. Resolution 2013-2014-005 Transfer of funds to Building Reserve
  - c. Resolution 2013-2014-006 Transfer of funds to Technology Reserve
  - d. Resolution 2013-2014-007 Creation of VEBA account
  - e. Resolution 2013-2014-008 Transfer of funds from Employment Reserve
6. Any other business
7. President's Report
  - a. SDAO Board Training Opportunities
  - b. Letter of Thanks from the Board
8. Correspondence
9. Fire Chief Report:
  - a. Call activity and personnel response – April 2014
  - b. Oregon Fire Chiefs Conference
  - c. Collaborative Interface Taxation Committee
  - d. Temporary Employees
10. Fire Safety Manager Report
11. Any other business
12. Meeting adjourn

Sisters-Camp Sherman Fire & Ambulance Association

301 S. Elm Street

Sisters, Oregon 97759

April 21, 2014 Board Meeting

Convened at 1805 hours

Board members present: Vice-President Schulz and Treasurer Boskovich.

Membership attendance: 18 Present

A motion was made and seconded to approve the March Minutes as submitted. The oral vote was unanimous with no discussion.

Chiefs' Reports:

**Chief Karjala** – The Easter Egg Hunt at Creekside Park was a success. Thanks to Hayden Jones for spearheading the event. FD budget meeting on 4/22 and will be close to wrapping up the budget process. Burn to Learn on 4/26-27 in Cloverdale. Wildland Academy starts the first week of May. Capt. Crawford has accepted a job with LifeFlight and will be leaving at the end of June. He will continue to volunteer. There will be testing for the Captain's position and they will be looking at options to fill shifts. 2014 Stats – Down 60 calls and 38 transports from last year.

**FD Auxiliary** –The Auxiliary have taught two CPR/AED classes with 10 ppl attending and one 1<sup>st</sup> Aid/CPR/AED class with 8 ppl attending. The classes are free now but that may change later to cover costs.

Correspondence: None received.

Treasurer's Report: Treasurer Bosckovich stated that we currently have a balance of 23,415.57 in our account.

**Committee Reports:** Nothing to report.

**Old Business:**

Hose Cart: Cody Manzi and Marc Proctor stated that the cart is a work in progress.

**New Business:** Nothing to report.

**Good of the Order:**

Scholarships: Interviews will be conducted on 4/23/2014

Meeting adjourned at 1825 hours.

Respectfully submitted by Rob Schulz:

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Rob Schulz

Association Vice-President

**Sisters-Camp Sherman Fire & Ambulance Association  
Treasurer Report**

2014									
	Activity	Assoc Checking Balance	General Fund	Christmas Dinner	Giving Tree Toy Drive	Memorial Fund	S Connelly Mem Fund	J Gentry Fund	
12/31/2013		21,324.75	15,889.50	1,867.98	3,587.27	0.00	0.00	0.00	0.00
1/8/2014	Deposit - Extra Toy Money (2013 giving tree)				135.83				
1/8/2014	Deposit - fund raiser donation		2,775.00		40.00				
1/8/2014	Check # 1141 - Amanda Crawford Toy reimbursement				-56.00				
1/15/2014	Deposit - December Account Interest		0.19						
1/15/2014	Check # 1142 - SCSRPD reimbursement (Prime rib from retirement party)		-314.72						
1/20/2014		23,905.05	18,349.97	1,867.98	3,687.10	0.00	0.00	0.00	0.00
1/20/2014	Check # 1143 - Rita Hodge - Christmas dinner reimbursement			-603.40					
1/31/2014	Deposit - January Account Interest		0.20						
2/13/2014	Deposit - fund raiser donation		475.91						
2/16/2014		23,777.76	18,826.08	1,264.58	3,687.10	0.00	0.00	0.00	0.00
2/28/2014	Deposit - February Account Interest		0.18						
3/3/2014	Check # 1144 - SCSRPD Traeger Reimbursement		-333.90						
3/16/2014		23,444.04	18,492.36	1,264.58	3,687.10	0.00	0.00	0.00	0.00
3/31/2014	March Account Interest		0.20						
4/1/2014	Jeff Liming Reimbursement for 5th Monday supplies		-28.67						
4/21/2014		23,415.57	18,463.89	1,264.58	3,687.10	0.00	0.00	0.00	0.00
4/30/2014	April Account Interest		0.19						
5/15/2014	Deposit - fund raiser donation		75.00						
5/15/2014		23,490.76	18,539.08	1,264.58	3,687.10	0.00	0.00	0.00	0.00



**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  
April 15, 2014**

1. Director Newport called the meeting to order at 5:02 p.m.
  - a. Directors Attending: Newport, McKenzie, White, Johnson, Boyd.
  - b. Staff Attending: Chief Johnson, Kay Johnson, Gary Marshall, Chief Karjala, Rob Harrison.
  - c. Public: None.
  
2. The Association report was reviewed. Chief Johnson noted that the Easter Egg Hunt is coming up this weekend and will again be located at the Creekside RV Park.
  
3. **Unanimously approved consent agenda. Motion by Director Boyd, second Director White.**
  - a. Minutes of the March meeting were reviewed with no comments.
  - b. Dashboard report was reviewed. Chief Johnson noted that only 7 PC's were covered of the 15 initiated which is less than a 50% response. We would like to improve this area.
  - c. President Newport asked about the Miscellaneous Revenue account and what made up the bulk of this unexpected revenue. Chief Johnson explained that this was largely due to the LOSAP refund we received. We are looking into whether this amount needs to be re-allocated to the qualifying volunteers.
  - d. Director Boyd asked about the overage in the Fire Prevention Department budget. It was reported that this was largely due to printing of new forms and uniforms for the new Fire Safety Manager.
  - e. A question arose about the Fire Equipment Capital Outlay and whether we would be using those funds. Chief Karjala reported that we typically wait until near the year end to make capital outlay purchases to make sure revenues will be received as budgeted. He expects these funds will be used.
  - f. Director Boyd asked about check #5465 for C&K Market. The amount seemed high for snacks for the EMR class. Chief Karjala explained this was for several classes for the month. Snacks each week range around \$30.
  - g. Director Boyd also asked about the mileage reimbursement for the students. He wanted to know why some received \$150, while others received \$300. Chief Johnson explained that we have two students that are half-time, and therefore only receive a maximum of half the allowed mileage reimbursement.

- h. Director Boyd and McKenzie asked about detail for the US Bank Visa check. Kay provided a separate report for this detail. Future checks should have more detail and no VISA account number.
- i. Chief Johnson presented a previous year comparison ambulance report and asked the Board how often they would like to see this. The consensus was two times per year. Director McKenzie asked how our collection rate compared to other agencies. Chief Johnson thought we were low in comparison to the last time we checked, but would update that and report at the next board meeting.

#### 4. Administration

- a. Chief Johnson reported that we held another budget meeting today (missed Don Boyd). He felt we were very close to completing it. We will make a few more minor changes. (Next budget meeting is scheduled for Tuesday, April 22 at 9:00am)
- b. Chief Johnson submitted a budget calendar. President Newport made note that the June 10 Budget meeting will also be the Board Meeting for that month.
- c. Chief Johnson reported that the CPI is tracking at 1.5% according to the Social Security Index and the Portland Index. He suggested possibly reviewing salary schedules with other comparable departments to make sure our salary schedule is still in-line. He will provide the information at the next board meeting.
- d. A staff report for the selection of a new District Auditor was submitted to the Board with a recommendation for appointing Pauly Rogers and Co, PC. **Director McKenzie motioned to approve Pauly Rogers and Co, PC as the District Auditor. Director Boyd seconded. Motion passed.**

#### 5. Resolutions: None

#### 6. Other Business: None

#### 7. President Report

- a. The Budget Committee member roster was submitted to the Board. Gary Cundiff's term was up in 2013. **Director Boyd motioned to re-appoint Gary Cundiff to the Budget Committee for another 2-year term. Director McKenzie seconded. Motion passed.**
- b. President Newport commented on the IAFC (WFCA) conference held here at the Sisters-Camp Sherman Community Fire meeting room. He was invited to attend, and was impressed that we were able to host such important people in the fire community including the US Fire Administrator from Washington DC (the top fire official in the US), the President and Executive Director of the International Association of Fire Chiefs, and 50 fire chiefs from across the ten Western United States. In total about 60 people attended this great conference.

#### 8. Correspondence: None

#### 9. Fire Chief Report

- a. The call activity and personnel response for March was included in the Board packet.
- b. Chief Johnson passed out the drawings for the proposed Camp Sherman fire station dorm rooms. He explained that in order to save money, the plan was for us to do most of the buildout ourselves, and sub-contract the electrical and plumbing. We will be getting quotes before we proceed with deciding to go this route.

- c. Chief Karjala's vehicle is completed and he will be picking it up in the morning.
- d. An open house is planned for May 3 at the Squaw Creek station.
- e. Director Boyd commented how impressed he was with the Wildfire Protection Plan.
- f. Note: the volunteers remain the same as March (not January).
- g. The awards banquet is this Saturday.
- h. Chief Johnson reported that he has been conducting a volunteer survey to find out what they value. He reported on some of the results coming back so far.
  - i. OSHA requirements for medical/physicals. So far the response has been a combination of medical/physicals and establishing exercises to prove capability.
  - ii. LOSAP: requesting lower vesting to 3 years rather than 5 years. Student's time should be counted as vesting. They would like better information on the plan and where they are at as it relates to qualifying and tracking report activity.
  - iii. Retention: Provide a mentor and exit interviews.

10. Fire Safety Manager Report. Gary Marshall provided a Community Risk and Fire Safety report to the Board. Gary reported that we are looking at possibly charging for our CPR classes with the possibility of scholarships for those that can't afford to pay. This allows for attendees to "have skin in the game" so they show up for classes they are signed up for. There has been lots of business interest. We are also looking at limiting them to once a month in order not to burn out volunteers who are teaching these classes.

#### 11. Other Business

- a. Jefferson County has appointed a Custodial Officer and is restructuring the duties and authorization of their current Treasurer. A new agreement needs signed for the funds. President Newport will sign.
- b. Chief Karjala asked whether any board members would need connectivity for the iPads when planning for the new budget cycle. All board members currently have access to Wi-Fi so would not need this.

12. The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Sisters-Camp Sherman Dashboard				5/1/2014
<b>Legend</b>	Good	Bad	Neutral	
<b>Financial</b>				
	<b>2013/2014 Budget</b>	<b>2013/2014 YTD. Actual</b>	<b>% of Budget</b>	<b>83% goal</b>
<b>Revenue</b>				
Beginning Fund Balance	\$ 1,294,308.00	\$ 1,445,049.00	111.65%	
Property Taxes Recvd.	\$ 2,044,077.00	\$ 2,018,419.18	98.74%	
Ambulance Revenue	\$ 225,000.00	\$ 232,753.05	103.45%	
Fire Med Memberships	\$ 25,000.00	\$ 23,626.66	94.51%	
Other	\$ 19,885.00	\$ 19,925.89	100.21%	
<b>Total YTD Revenue</b>	<b>\$ 3,608,270.00</b>	<b>\$ 3,739,773.78</b>	<b>103.64%</b>	
	<b>2013/2014 Budget</b>	<b>2013/2014 YTD. Actual</b>	<b>% of Budget</b>	
<b>Expenditures</b>				<b>83% goal</b>
Personnel	\$ 1,890,535.00	\$ 1,440,771.83	76.21%	
Materials and Services	\$ 534,943.00	\$ 328,989.64	61.50%	
Capital Outlay	\$ 33,600.00	\$ 13,030.01	38.78%	
Debt Service	\$ 174,038.00	\$ 174,014.03	99.99%	
<b>Total YTD Expenditures</b>	<b>\$ 2,633,116.00</b>	<b>\$ 1,956,805.51</b>	<b>74.32%</b>	
<b>Cash Balances</b>	<b>3/31/2014</b>	<b>4/30/2014</b>		
U.S. Bank Operating Account	\$ 13,746.15	\$ 50,739.75		
Bank of the Cascades (MMA)	\$ 5,610.91	\$ 5,612.06		
Local Govt. Invest. Pool	\$ 2,030,312.31	\$ 1,854,464.54		
Employment Reserve Fund	\$ 107,591.62	\$ 107,591.62		
Building Reserve Fund	\$ 49,195.93	\$ 49,195.93		
Equipment Reserve Fund	\$ 58,370.10	\$ 49,022.72		
Technology Reserve Fund	\$ 3,025.85	\$ 3,025.85		
Debt Service Fund	\$ 139,476.46	\$ 140,697.80		
<b>Total All Funds</b>	<b>\$ 2,407,329.33</b>	<b>\$ 2,260,350.27</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	12		
Number of Student Vol.	7	7		
Volunteers In Training Acad.	0	0		
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	9	7	41	
Confirmed Structure Fire	0	0	1	
Confirmed Wildland Fire	0	0	0	
Ambulance Responses	43	65	204	
Ambulance Transports	22	34	106	
Air Ambulance Transports	1	0	3	
<b>Total calls for month</b>	<b>52</b>	<b>72</b>	<b>245</b>	
<b>Personnel Response</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Goal</b>
Volunteer Responses	191	236	654	
Average Volunteer Response	3.2	3.28	2.67	
Career Responses	166	198	534	
Average Career Response	2.8	2.75	2.18	
7 PC's initiated	15	21	72	
7 PC's Covered	7	9	45	75%
<b>Training Hours</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	
Volunteer Training Hrs.	321	227.35	967.35	
Career Training Hrs.	98	96.6	330.6	
Instructor Hrs.	57	66.8	291.5	
Career Certifications	2	2	7	
Volunteer Certifications	0	6	6	
<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	

www.washingtonfederal.com

Statement Ending Date 04/30/14

Branch Sisters

For 24-hour telephone banking  
1-877-431-1876

SISTERS-CAMP SHERMAN RURAL FIRE PROTECTI 4818  
PO BOX 1509  
SISTERS, OR 97759-1509



Please direct all inquiries to (541) 549-8110  
PO Box 670, Sisters, OR 97759

Annual Percentage Yield Earned: 00.20%

: 275-900086-8

**Sisters-Camp Sherman Rural Fire  
Protection Dist**

Date	Description	Amount	Balance
04/01	Beginning Balance		\$139,476.46
04/03	Deposit Madras	+135.88	139,612.34
04/09	Deposit	+1,062.38	140,674.72
04/30	Interest	+23.08	140,697.80
04/30	Ending Balance		\$140,697.80

**Ordering checks?**

You may notice a new routing number.

Beginning April 4, 2014, Washington Federal will print routing number

**325070980**

on new check orders.

Your account number remains unchanged, and any automatic payments can continue as usual; there's no need to update as we'll continue to recognize and honor any existing routing numbers associated with Washington Federal accounts.

Thank you for banking with us!



washingtonfederal.com

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

Washington Federal (WashFed Bond Tax Acct) (10)  
April 30, 2014

Account: 70001040  
Bank Account Number: 831460001

Bank Statement Balance:	140,697.80	Book Balance Previous Month:	139,476.46
Outstanding Deposits:	.00	Total Receipts:	1,221.34
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	140,697.80	Book Balance:	140,697.80

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!



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

3233 IMG

Y ST01

# Business Statement

Account Number:

1 536 9523 7070

Statement Period:

Apr 1, 2014

through

Apr 30, 2014

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000012467 2 AT 0.406 106481556653456 P  
SISTERS-CAMP SHERMAN RURAL  
FIRE PROTECTION DISTRICT  
OPERATING FUND  
PO BOX 1509  
SISTERS OR 97759-1509

**To Contact U.S. Bank**

**Commercial Customer**

**Service:** 1-877-295-2509

**Telecommunications Device**

**for the Deaf:** 1-800-685-5065

**Internet:** [usbank.com](http://usbank.com)

## GOLD BUSINESS CHECKING

U.S. Bank National Association

**Member FDIC**

Account Number 1-536-9523-7070

### Account Summary

	# Items	\$	
Beginning Balance on Apr 1			46,152.08
Customer Deposits	6		14,767.37
Other Deposits	7		201,134.24
Other Withdrawals	9		93,867.47-
Checks Paid	75		43,629.09-
<b>Ending Balance on Apr 30, 2014</b>		<b>\$</b>	<b>124,557.13</b>

### Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Apr 8	9793826467	5,583.60		Apr 21	9790386740	1,810.96
	Apr 10	9796515243	1,378.00		Apr 22	9791716345	3,230.86
	Apr 15	9792939864	2,146.37		Apr 30	9791579332	617.58
<b>Total Customer Deposits</b>							<b>\$ 14,767.37</b>

### Other Deposits

Date	Description of Transaction	Ref Number	Amount
Apr 2	MERCH 8016294970	SISTERS DEPOSIT	\$ 20.00
Apr 10	Electronic Deposit REF=14100007227890 N	From PAYPAL PAYPALSD11TRANSFER: 456J27YL8K9G4	212.90
Apr 21	Electronic Deposit REF=14107006128960 N	From Regence BCBCO 6930238155HCCLAIMPMT485000800980	252.03
Apr 22	MERCH 8016294970	SISTERS DEPOSIT	629.31
Apr 22	Electronic Deposit REF=14111013721977 Y	From OREGON ST TREAS 9400917099LGIP ACH 455 AW	100,000.00
Apr 24	Electronic Deposit REF=14113007144032 Y	From OREGON ST TREAS 9400917099LGIP ACH 455 AW	100,000.00
Apr 28	MERCH 8016294970	SISTERS DEPOSIT	20.00
<b>Total Other Deposits</b>			<b>\$ 201,134.24</b>

### Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
Apr 1	MERCH 8016294963	SISTERS BILLING	\$ 3.27-
Apr 1	MERCH 8016294970	SISTERS BILLING	10.00-
Apr 1	Electronic Withdrawal REF=14090009948615 Y	From OR COMB TAXES 9300015091TAXPAYMENT 005022192	252.64-
Apr 11	Electronic Withdrawal REF=14097010601077 Y	From EMPLOYER CONTRB 9300045925PERS CNTRB02701	16,233.50-
Apr 14	Analysis Service Charge	1400000000	39.00-
Apr 25	Electronic Withdrawal REF=14111013717248 Y	From EMPLOYER CONTRB 9300045925PERS CNTRB02701	178.38-
Apr 25	Electronic Settlement REF=14115006119134 Y	From SISTERS-CAMP SETTLEMENTSINGLE PT	58,964.42-

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)  
April 30, 2014

Account: 10001080

Bank Account Number: 153695237070

Bank Statement Balance:	124,557.13	Book Balance Previous Month:	13,410.49
Outstanding Deposits:	1,176.60	Total Receipts:	217,078.21
Outstanding Checks:	74,993.98	Total Disbursements:	179,748.95
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	50,739.75	Book Balance:	50,739.75

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
59	1,176.60						
						Total:	1,176.60

Deposits cleared: 13 items    Deposits Outstanding: 1 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
5352	148.53	5560	75.00	5572	82.50	5583	290.00
5432	43.32	5561	300.00	5573	78.52	5584	197.00
5472	750.00	5562	145.00	5574	150.00	5585	122.47
5476	10.10	5563	395.00	5575	1,145.00	5586	50.63
5499	143.19	5564	52.87	5576	2,043.34	5587	59.60
5541	38.25	5565	2,523.69	5577	10,793.38	5588	1,220.39
5547	53.00	5566	300.00	5578	47.81	425141	8,200.00
5549	50.36	5568	147.58	5579	133.30	425144	15,019.66
5557	10.00	5569	9,347.38	5580	1,264.50		
5558	18,317.25	5570	551.00	5581	130.38	Total:	74,993.98
5559	300.00	5571	113.98	5582	150.00		

Checks cleared: 86 items    Checks Outstanding: 41 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

April 30, 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			
\$2,248,495.81	2	200,000.00	2	13,835.37	980.38	10.90	\$2,063,300.66

Effective Date	Posting Date	Description / Comments	Document Number	Item Count	Debit Amount	Credit Amount	Balance
<b>OR Treasury</b>							
4/1/2014	4/1/2014	TES Deschutes County TT End of day balance	AT8724674			12,223.22	2,260,719.03
<b>OR Treasury</b>							
4/3/2014	4/3/2014	TES Jefferson County TT End of day balance	AT8744079			1,612.15	2,262,331.18
<b>OR Treasury-Outgoing ACH</b>							
4/22/2014	4/22/2014	Voice Response Withdrawal End of day balance	DVA8835137		100,000.00		2,162,331.18
<b>OR Treasury-Outgoing ACH</b>							
4/24/2014	4/24/2014	Voice Response Withdrawal End of day balance	DVA8850347		100,000.00		2,062,331.18
<b>OR Treasury</b>							
4/30/2014	4/30/2014	Interest Credit	EI043014			980.38	
4/30/2014	4/30/2014	ACH Direct Deposit Fee	FEE043014		0.10		
4/30/2014	4/30/2014	Manual Transfer-In Fee	FEE043014		0.80		
4/30/2014	4/30/2014	Monthly Maintenance Fee	FEE043014		10.00		
		End of day balance					2,063,300.66

Fees

Description	Item Count	Amount	Current Rate
ACH Direct Deposit Fee	2	0.10	0.0500
Manual Transfer-In Fee	2	0.80	0.4000
Monthly Maintenance Fee	1	10.00	10.0000

Interest

Effective Date	Rate
4/1/2014	0.5400%
<b>Average Annualized Rate:</b>	<b>0.5400%</b>

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

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
LGIP Acct #4374							
			03/31/2014 (03/14) Balance	1-00-0-1070			2,030,312.31
04/30/2014	CD	2	LGIP Fees			10.90-	
04/30/2014	CRJE	4	LGIP Interest		980.38		
04/01/2014	CRUS	13	Deschutes Co Taxes		12,223.22		
04/02/2014	CRUS	17	Jefferson Co Taxes		1,812.15		
04/24/2014	CRUS	43	LGIP transfer			100,000.00-	
04/21/2014	CRUS	61	Transfer from LGIP			100,000.00-	
04/30/2014 (04/14) Period Totals and Balance					14,815.75 *	200,010.90- *	1,845,117.16

Number of Transactions: 6 Number of Accounts: 1

Total GENERAL FUND:

Debit	Credit	Proof
14,815.75	200,010.90-	185,195.15-

0  
 +  
 -  
 +  
 -  
 +  
 -  
 +  
 -  
 +  
 -

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Empf Fund			03/31/2014 (03/14) Balance	2-00-0-1070			107,591.62
			04/30/2014 (04/14) Period Totals and Balance		.00 *	.00 *	107,591.62
Number of Transactions: 0 Number of Accounts: 1					Debit	Credit	Proof
Total EMPLOYMENT RESERVE FUND:					.00	.00	.00



Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			03/31/2014 (03/14) Balance	3-00-0-1070			49,195.93
			04/30/2014 (04/14) Period Totals and Balance		.00 *	.00 *	49,195.93
Number of Transactions: 0 Number of Accounts: 1					Debit	Credit	Proof
Total BUILDING RESERVE FUND:					.00	.00	.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			03/31/2014 (03/14) Balance	4-00-0-1070			58,370.10
			04/30/2014 (04/14) Period Totals and Balance		.00 *	.00 *	58,370.10

Number of Transactions: 0 Number of Accounts: 1

Total EQUIPMENT RESERVE FUND:

Debit	Credit	Proof
.00	.00	.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
			03/31/2014 (03/14) Balance	5-00-0-1075			3,025.85
			04/30/2014 (04/14) Period Totals and Balance		.00 *	.00 *	3,025.85

Number of Transactions: 0 Number of Accounts: 1

Debit	Credit	Proof
-------	--------	-------

Total TECHNOLOGY RESERVE FUND:

.00	.00	.00
-----	-----	-----

Number of Transactions: 6 Number of Accounts: 5

Grand Totals:

Debit	Credit	Proof
14,815.75	200,010.90-	185,195.15-

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

0101000



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

1

Page  
Primary Account:  
Date:

1 of 1  
4396804  
04/30/14

**Mobile Banking** We are proud to announce our newest branch: Everywhere!  
Fast and Secure Mobile Banking - deposit a check, pay bills, transfer money and see your transactions right from your mobile device. Mobile Banking/Mobile Deposit/Mobile Bill Pay. To download our app today, go to [www.botc.com](http://www.botc.com)!  
*Small per item fee for more than 10 mobile deposits in calendar month*

### Summary of Accounts

<u>Account Number</u>	<u>Type of Account</u>	<u>Balance</u>
4396804	Public Money Market OR	5,612.06

### Public Money Market OR

<u>Account Number</u>	<u>4396804</u>	<u>Statement Dates</u>	<u>4/01/14 thru 4/30/14</u>
Previous Balance	5,610.91	Days in the Statement Period	30
Deposits/Credits	.00	Average Ledger	5,610.91
Checks/Debits	.00	Average Collected	5,610.91
Service Charges	.00	Interest Earned	1.15
Interest Paid	1.15	Annual Percentage Yield Earned	0.25 %
Current Balance	5,612.06	2014 Interest Paid	4.61

#### • 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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/30	Interest Deposit	1.15

#### • 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>
4/01	5,610.91	4/30	5,612.06				

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

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

MMA BOTC (MONEY MARKET ACCT BOTC) (1)  
April 30, 2014

Account: 10001000  
Bank Account Number: 04396804

Bank Statement Balance:	5,612.06	Book Balance Previous Month:	5,610.91
Outstanding Deposits:	.00	Total Receipts:	1.15
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	5,612.06	Book Balance:	5,612.06

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 Title	2012-13 Prior year Actual	Current Period	2013-14 Current year Actual	2013-14 Cur Year Budget	Variance	Percentage
<b>GENERAL FUND</b>						
<b>GENERAL FUND REVENUE</b>						
1-01-0-40100 Desch Cnty Current Yr Taxes	1,698,995.21	9,572.58	1,766,906.95	1,797,050.00	30,143.05	98.32
1-01-0-40200 Jeff Cnty Current Yr Taxes	179,649.74	1,205.96	187,043.80	187,727.00	683.20	99.64
1-01-0-41100 Desch Cnty Prior Yr Taxes	87,077.00	2,645.49	55,205.96	53,400.00	1,805.96-	103.38
1-01-0-41200 Jeff Cnty Prior Yr Taxes	11,069.21	404.27	9,262.47	5,900.00	3,362.47-	156.99
1-01-0-42100 Ambulance Transports	211,667.10	8,898.48	232,584.33	225,000.00	7,584.33-	103.37
1-01-0-42120 Ambulance Collection Account	143.70	170.23	168.72	.00	168.72-	.00
1-01-0-42200 Fire Contracts	3,108.17	.00	3,364.91	3,100.00	264.91-	108.55
1-01-0-42300 Fire Apparatus Response	834.31	.00	222.00	10.00	212.00-	2,220.00
1-01-0-42400 Fire Med Membership	19,973.14	1,644.17	23,626.66	25,000.00	1,373.34	94.51
1-01-0-42500 Pay from Outside Parties	10,849.63	.00	768.84	60.00	708.84-	1,281.40
1-01-0-43301 2013 SDAO Arson Grant	1,020.00	.00	500.00	.00	500.00-	.00
1-01-0-44120 Bank Interest	.00	1.15	11.67	.00	11.67-	.00
1-01-0-44140 Deschutes Cnty Interest	149.52	5.15	245.16	200.00	45.16-	122.58
1-01-0-44160 Jefferson Cnty Interest	11.96	1.92	11.44	15.00	3.56	76.27
1-01-0-44180 Reserve Bank Interest	7,954.20	980.38	8,318.55	7,000.00	1,318.55-	118.84
1-01-0-45000 Misc Revenue	22,368.33	606.12	5,547.32	8,000.00	2,452.68	69.34
1-01-0-45400 Volunteer Assoc Donations	9,575.69	175.00	175.00	.00	175.00-	.00
1-01-0-45500 Community Room Revenue	1,400.00	75.00-	761.00	1,500.00	739.00	50.73
1-01-0-49990 Beginning Working Capital	1,396,887.00	.00	1,445,049.00	1,294,308.00	150,741.00-	111.65
<b>Total GENERAL FUND REVENUE:</b>	<b>3,662,733.91</b>	<b>26,235.90</b>	<b>3,739,773.78</b>	<b>3,608,270.00</b>	<b>131,503.78-</b>	<b>103.64</b>
<b>Total GENERAL FUND REVENUE:</b>	<b>3,662,733.91</b>	<b>26,235.90</b>	<b>3,739,773.78</b>	<b>3,608,270.00</b>	<b>131,503.78-</b>	<b>103.64</b>
<b>Net Grand Totals:</b>	<b>3,662,733.91</b>	<b>26,235.90</b>	<b>3,739,773.78</b>	<b>3,608,270.00</b>	<b>131,503.78-</b>	<b>103.64</b>

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	1,682.96	50,086.55	50,530.00	443.45	99.12
	Total FIRE CHIEF DEPARTMENT:	133,996.33	13,791.31	139,190.25	167,114.00	27,923.75	83.29
	Total ADMINISTRATION DEPARTMENT:	165,689.35	13,080.31	167,857.19	213,811.00	45,953.81	78.51
	Total DEPT TRAINING:	.00	.00	.00	.00	.00	.00
	Total FIRE PREVENTION DEPT:	.00	.00	.00	.00	.00	.00
	Total CAREER DEPARTMENT:	818,098.86	71,959.54	814,188.63	1,100,843.00	286,654.37	73.96
	Total FIRE SAFETY MANAGER:	124,250.02	4,944.00	112,995.38	161,526.00	48,530.62	69.95
	Total VOLUNTEERS DEPARTMENT:	18,420.23	.00	3,049.79	8,650.00	5,600.21	35.26
	Total DEPUTY CHIEF - OPS:	120,297.38	12,897.23	128,836.47	159,980.00	31,143.53	80.53
	Total TEMPORARY EMPLOYEES DEPARTMENT:	23,727.82	736.80	24,567.57	28,081.00	3,513.43	87.49
	<b>GENERAL FUND Expenditure Total:</b>	<b>1,413,017.39</b>	<b>119,092.15</b>	<b>1,440,771.83</b>	<b>1,890,535.00</b>	<b>449,763.17</b>	<b>76.21</b>
	<b>Net Total GENERAL FUND:</b>	<b>1,413,017.39-</b>	<b>119,092.15-</b>	<b>1,440,771.83-</b>	<b>1,890,535.00-</b>	<b>449,763.17-</b>	<b>76.21</b>
	<b>Net Grand Totals:</b>	<b>1,413,017.39-</b>	<b>119,092.15-</b>	<b>1,440,771.83-</b>	<b>1,890,535.00-</b>	<b>449,763.17-</b>	<b>76.21</b>

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	5,255.80	55,332.56	84,653.00	29,320.44	65.36
	Total FIRE CHIEF DEPARTMENT:	2,716.03	19.40	2,343.28	8,400.00	6,056.72	27.90
	Total ADMINISTRATION DEPARTMENT:	29,618.70	5,770.00	50,474.92	51,515.00	1,040.08	97.98
	Total DEPT TRAINING:	18,529.36	1,490.21	12,473.91	35,650.00	23,176.09	34.99
	Total FIRE PREVENTION DEPT:	1,789.07	.00	2,289.26	1,000.00	1,289.26	228.93
	Total CAREER DEPARTMENT:	72.37	103.63	1,345.77	2,340.00	994.23	57.51
	Total FIRE SAFETY MANAGER:	2,957.65	52.87	3,338.83	10,100.00	6,761.17	33.06
	Total VOLUNTEERS DEPARTMENT:	16,434.81	134.25	7,374.15	36,050.00	43,424.15	20.46
	Total DEPUTY CHIEF - OPS:	1,387.31	416.40	2,858.15	6,435.00	3,576.85	44.42
	Total STUDENTS DEPARTMENT:	40,662.46	12,299.38	50,959.98	53,800.00	2,840.02	94.72
	Total EMERGENCY MED SERV DEPARTMENT:	40,026.93	3,678.82	31,328.89	49,950.00	18,621.11	62.72
	Total COMMUNICATIONS DEPARTMENT:	7,599.84	1,459.50	5,347.01	9,200.00	3,852.99	58.12
	Total FACILITIES DEPARTMENT:	65,484.40	4,825.38	68,458.44	91,750.00	23,291.56	74.61
	Total FIRE EQUIPMENT DEPARTMENT:	20,290.67	2,618.59	18,505.95	36,600.00	20,094.05	45.10
	Total VEHICLE MAINTENANCE DEPARTMENT:	30,011.24	3,527.33	33,306.84	57,500.00	24,193.16	57.92
	<b>GENERAL FUND Expenditure Total:</b>	<b>328,600.26</b>	<b>41,651.56</b>	<b>328,989.64</b>	<b>534,943.00</b>	<b>205,953.36</b>	<b>61.50</b>
	<b>Net Total GENERAL FUND:</b>	<b>328,600.26</b>	<b>41,651.56</b>	<b>328,989.64</b>	<b>534,943.00</b>	<b>205,953.36</b>	<b>61.50</b>
	<b>Net Grand Totals:</b>	<b>328,600.26</b>	<b>41,651.56</b>	<b>328,989.64</b>	<b>534,943.00</b>	<b>205,953.36</b>	<b>61.50</b>



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	1,529.38	3,000.00	3,000.00	.00	100.00
	Total COMMUNICATIONS DEPARTMENT:	29.75	.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:	11,047.20	2,523.69	8,028.48	24,600.00	16,571.52	32.64
	GENERAL FUND Expenditure Total:	14,076.95	4,053.07	13,030.01	33,600.00	20,569.99	38.78
	Net Total GENERAL FUND:	14,076.95-	4,053.07-	13,030.01-	33,600.00-	20,569.99-	38.78
	Net Grand Totals:	14,076.95-	4,053.07-	13,030.01-	33,600.00-	20,569.99-	38.78

Report Criteria:  
Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
<b>5504</b>							
04/14	04/08/14	5504	Ace Hardware, Inc.	facility supply	281435-28261	1-28-2-53100	86.69
04/14	04/08/14	5504	Ace Hardware, Inc.	vehicle supply	281435-28261	1-34-2-53100	43.20
04/14	04/08/14	5504	Ace Hardware, Inc.	vehicle supply	281435-28261	1-30-2-53100	16.65
<b>5505</b>							
04/14	04/08/14	5505	Battery Systems - Bend	Batteries for aux NIBP machines	40-011173	1-24-2-52800	38.00
<b>5506</b>							
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	457934	1-34-2-53100	.45
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	458422	1-34-2-53100	68.38
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	458603	1-34-2-53100	19.96
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459108	1-34-2-53100	5.69
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459111	1-34-2-53100	73.71
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459166	1-34-2-53100	19.96
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459243	1-34-2-53590	4.74
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459347	1-34-2-53100	15.62
04/14	04/08/14	5506	Baxter Auto/S&S/Sisters	supplies	459973	1-34-2-53100	73.50
<b>5507</b>							
04/14	04/08/14	5507	Bend Broadband	acct 170739-2 cable	032514	1-28-2-53870	460.86
04/14	04/08/14	5507	Bend Broadband	acct 170739-2 cable	032514	1-28-2-53820	169.84
<b>5508</b>							
04/14	04/08/14	5508	Bend Oil Company	Fuel	68523	1-34-2-52400	1,287.35
<b>5509</b>							
04/14	04/08/14	5509	BOUND TREE MEDICAL,	SUPPLY ORDER# 38145322	81376077	1-24-2-52800	200.40
04/14	04/08/14	5509	BOUND TREE MEDICAL,	CREDIT MEMO# 70188379	81376078	1-24-2-52800	61.11-
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81376078	1-24-2-52800	1,642.09
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81376079	1-24-2-52800	113.71
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81376080	1-24-2-52800	52.99
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81376081	1-24-2-52800	187.04
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38164836	81376082	1-24-2-52800	35.05
04/14	04/08/14	5509	BOUND TREE MEDICAL,	EMS ORDER# 38150168	81382314	1-24-2-52800	69.60
<b>5510</b>							
04/14	04/08/14	5510	Caselle, Inc.	Contract support charges	56654	1-13-2-53500	343.00
<b>5511</b>							
04/14	04/08/14	5511	CEC, INC	electric-Camp Sherman	022314	1-28-2-53830	111.87
<b>5512</b>							
04/14	04/08/14	5512	City of Sisters	Drill Ground	031014	1-28-2-53860	25.58
04/14	04/08/14	5512	City of Sisters	Elm Water	0310142	1-28-2-53860	106.98
<b>5513</b>							
04/14	04/08/14	5513	Code Ready Training, LLC	training auxiliary members	030114	1-14-2-52840	90.00
<b>5514</b>							
04/14	04/08/14	5514	DMV	dmv reports	60815-033114	1-18-2-53210	6.00
04/14	04/08/14	5514	DMV	dmv reports	60815-033114	1-20-2-53210	6.00
<b>5515</b>							
04/14	04/08/14	5515	DOI/BLM	IR Pocket Guides	2014023788	1-14-2-52840	93.57
<b>5516</b>							
04/14	04/08/14	5516	Enerspect Medical Solution	PHILIPS FRx AED PACKAGE	14763	1-24-5-56102	1,529.38
04/14	04/08/14	5516	Enerspect Medical Solution	PHILIPS FRx AED PACKAGE	14763	1-24-2-52800	43.02
<b>5517</b>							
04/14	04/08/14	5517	Entenmann-Rovin Co.	Fire prevention badge	98123	1-13-2-53700	91.50
<b>5518</b>							
04/14	04/08/14	5518	Flowers By Deanna	flowers for Newport family	4766	1-11-2-52960	55.00
<b>5519</b>							
04/14	04/08/14	5519	Image Trend, Inc.	Billing Annual Fee	29063	1-13-2-53500	500.00
<b>5520</b>							
04/14	04/08/14	5520	InnerTech	computer service	5311	1-13-2-53500	1,835.00

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
<b>5521</b>							
04/14	04/08/14	5521	Miss Sew-it-All	uniform repairs	040614	1-13-2-53700	84.00
<b>5522</b>							
04/14	04/08/14	5522	Mission Linen Supply	mats/rugs	420185086	1-28-2-53100	119.24
04/14	04/08/14	5522	Mission Linen Supply	mats/rugs	420187768	1-28-2-53100	119.24
<b>5523</b>							
04/14	04/08/14	5523	Pac Office Automation - Le	photocopier contract #25115770	40731092	1-13-2-53500	290.00
<b>5524</b>							
04/14	04/08/14	5524	Pacific Power Products, Inc	Filters-Medic-1	370141-00	1-34-2-53100	64.67
<b>5525</b>							
04/14	04/08/14	5525	Providence Health Refunds	amb refund-Fronk	1370807	1-01-0-42100	1,000.80
04/14	04/08/14	5525	Providence Health Refunds	amb refund-Fronk	1370809	1-01-0-42100	901.60
<b>5526</b>							
04/14	04/08/14	5526	Quill	med billing forms	1796167	1-13-2-53100	39.99
<b>5527</b>							
04/14	04/08/14	5527	SDAO	workers comp pymt for non-disabling clai	WC MED REIM	1-11-1-50500	1,682.96
04/14	04/08/14	5527	SDAO	workers comp pymt for non-disabling clai	WC MED REIM	1-13-2-53500	1,432.04
<b>5528</b>							
04/14	04/08/14	5528	Sisters Coffee Company	coffee	1183696	1-13-2-52950	107.18
04/14	04/08/14	5528	Sisters Coffee Company	coffee	1184100	1-13-2-52950	53.89
<b>5529</b>							
04/14	04/08/14	5529	Sisters Landscaping, Co., I	landscape	12661	1-28-2-53502	464.50
<b>5530</b>							
04/14	04/08/14	5530	Task Force Tips, Inc.	valve repair kit	1147375	1-34-2-53100	33.34
<b>5531</b>							
04/14	04/08/14	5531	TYPE ONE INCIDENT SU	PHOS-CHEK CLASS A FOAM (5 GAL P	104916	1-30-2-53100	885.00
<b>5532</b>							
04/14	04/08/14	5532	US Bank - Visa	ZOLL TRAINER UPGRADE KIT	10089	1-14-2-52840	137.03
04/14	04/08/14	5532	US Bank - Visa	HopNBean Pizza Vol mtg	CHIEF 3-14	1-18-2-53100	128.25
04/14	04/08/14	5532	US Bank - Visa	Title for Utility Trailer	CHIEF-3/14	1-34-2-53500	60.00
04/14	04/08/14	5532	US Bank - Visa	Ray's-Task Force Mtg	CHIEF-3/14	1-12-2-52960	19.40
04/14	04/08/14	5532	US Bank - Visa	Chevron gas	CHIEF-3/14	1-34-2-52400	13.30
04/14	04/08/14	5532	US Bank - Visa	Healthstream Learning NRP	CHIEF-3/14	1-14-2-52830	23.50
04/14	04/08/14	5532	US Bank - Visa	St Charles Ed-Jay	CHIEF-3/14	1-14-2-52830	100.00
04/14	04/08/14	5532	US Bank - Visa	1000 Bulbs	CHIEF-3/14	1-28-2-53100	90.82
04/14	04/08/14	5532	US Bank - Visa	Rancho Viejo-Karjala mtg	CHIEF-3/14	1-19-2-52960	40.25
04/14	04/08/14	5532	US Bank - Visa	Pizza Hut-Karjala	CHIEF-3/14	1-19-2-52960	72.57
04/14	04/08/14	5532	US Bank - Visa	Subway-karjala	CHIEF-3/14	1-19-2-52960	6.00
04/14	04/08/14	5532	US Bank - Visa	Gas	CHIEF-3/14	1-34-2-52400	66.78
04/14	04/08/14	5532	US Bank - Visa	Hotel-Rob, Shawn Fire School	CHIEF-3/14	1-14-2-52900	545.60
04/14	04/08/14	5532	US Bank - Visa	Hotel-Bill Hayes mechanic school	CHIEF-3/14	1-14-2-52900	269.10
04/14	04/08/14	5532	US Bank - Visa	St Charles Education-Keller	CHIEF-3/14	1-14-2-52830	100.00
<b>5533</b>							
04/14	04/08/14	5533	Vidacare Corporation	EZ-IO NEEDLE (LARGE ADULT)	124436	1-24-2-52800	355.34
<b>5534</b>							
04/14	04/08/14	5534	ZOLL Medical Corporation	AED ELECTRODES (PEDS)	2107577	1-24-2-52800	134.90
04/14	04/08/14	5534	ZOLL Medical Corporation	AED BATTERIES	2109034	1-24-2-52800	159.75
<b>5537</b>							
04/14	04/15/14	5537	Alpine Internet Solutions	Monthly Site Hosting	907639	1-13-2-53500	35.00
<b>5538</b>							
04/14	04/15/14	5538	Bi-Mart Corporation	Shoe Cover/Polish	385300680	1-28-2-53100	19.74
04/14	04/15/14	5538	Bi-Mart Corporation	Propane tank	871300680	1-28-2-53850	29.97
<b>5539</b>							
04/14	04/15/14	5539	BOUND TREE MEDICAL,	EMS ORDER# 38167661	81386063	1-24-2-52800	317.47
04/14	04/15/14	5539	BOUND TREE MEDICAL,	SAM SLING FOR TRAINING	81386063	1-14-2-52840	65.22
<b>5540</b>							
04/14	04/15/14	5540	C & K Market	EMR Class Snacks	1576554	1-14-2-52840	37.62
04/14	04/15/14	5540	C & K Market	EMR Class Snacks	1576608	1-14-2-52840	43.57

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
04/14	04/15/14	5540	C & K Market	kitchen supplies	1576746	1-13-2-52950	12.28
04/14	04/15/14	5540	C & K Market	Shawn Cole BBQ cake	1598601	1-13-2-52950	34.99
<b>5541</b>							
04/14	04/15/14	5541	Cascade Credit Consulting,	AMB-Heagy Fees	33114	1-01-0-42120	38.25
<b>5542</b>							
04/14	04/15/14	5542	Colin Weddle	Mileage	APR MILEAGE	1-20-2-53540	150.00
<b>5543</b>							
04/14	04/15/14	5543	Dept of Administrative Serv	Shipping of 4 boxes paper cups	59873	1-13-2-52950	72.00
<b>5544</b>							
04/14	04/15/14	5544	Deschutes County 911 Ser	CAD license fees	SIS1314	1-26-2-51650	1,377.00
<b>5545</b>							
04/14	04/15/14	5545	Ed Staub & Sons Propane	Propane	70139	1-28-2-53850	678.28
<b>5546</b>							
04/14	04/15/14	5546	Firepro	FIRE EXTINGUISHER RECHARGE	14-40884	1-30-2-53500	45.00
04/14	04/15/14	5546	Firepro	FIRE EXTINGUISHER HYDRO	14-40884	1-30-2-53500	160.00
<b>5547</b>							
04/14	04/15/14	5547	Jeremy Ast	Cell phone reimbursement	PHONE APR	1-16-2-53812	53.00
<b>5548</b>							
04/14	04/15/14	5548	John Failla	Mileage	MILEAGE 4/14	1-20-2-53540	300.00
<b>5549</b>							
04/14	04/15/14	5549	L.N. CURTIS & SONS	Wildland Respirators	2113366	1-30-2-52010	50.36
<b>5550</b>							
04/14	04/15/14	5550	McAfee, Inc.	email filter act ABKA-4S8JQD	97217332	1-13-2-53500	58.80
<b>5551</b>							
04/14	04/15/14	5551	Pacific Power Products, Inc	731 Valve Heater Contr	370268	1-34-2-53100	54.59
<b>5552</b>							
04/14	04/15/14	5552	S & W Healthcare Corporat	SERIES 200 ECG ELECTRODES (1000/	194379	1-24-2-52800	139.00
<b>5553</b>							
04/14	04/15/14	5553	SeaWestern, Inc.	O ring for SCBA	175886	1-30-2-52020	18.36
04/14	04/15/14	5553	SeaWestern, Inc.	Bauer compressor filter	175886	1-30-2-52020	148.20
04/14	04/15/14	5553	SeaWestern, Inc.	Bauer compressor filter	175886	1-30-2-52020	135.85
04/14	04/15/14	5553	SeaWestern, Inc.	shipping	175886	1-30-2-52020	14.17
<b>5554</b>							
04/14	04/15/14	5554	Speer Hoyt LLC	legal personnel	33114	1-11-2-52750	1,444.90
<b>5555</b>							
04/14	04/15/14	5555	WCP Solutions	detergent	456708	1-28-2-53100	112.50
04/14	04/17/14	5555	Five Pine Lodge & Confere	awards banquet	FPL 1332	1-11-2-52310	3,318.90
<b>5556</b>							
04/14	04/17/14	5556	Susan Houck	PERS payout	PERS	1-13-1-50300	330.24
<b>5559</b>							
04/14	04/25/14	5559	Bryce Hughes	mileage reimbursement	041814	1-20-2-53540	300.00
<b>5560</b>							
04/14	04/25/14	5560	Cascade Building Services	com hall cleaning	63759	1-01-0-45500	75.00
<b>5561</b>							
04/14	04/25/14	5561	Cody Manzi	Mileage	041814	1-20-2-53540	300.00
<b>5562</b>							
04/14	04/25/14	5562	Davis Tires	2005 Tahoe Towing	18635	1-24-2-53500	95.00
04/14	04/25/14	5562	Davis Tires	Unit 790 Set Toe Alignment	22988	1-24-2-53500	50.00
<b>5563</b>							
04/14	04/25/14	5563	ENERGYneering Solutions	Siren on Fire Engine	140354	1-34-2-53100	395.00
<b>5564</b>							
04/14	04/25/14	5564	Gary Marshall	Cell Phone Reimb	041814	1-17-2-53810	52.87
<b>5565</b>							
04/14	04/25/14	5565	L.N. CURTIS & SONS	BREAKAPART AUTOMATIC NOZZLES	2112863	1-30-5-56100	2,523.69
<b>5566</b>							
04/14	04/25/14	5566	Luke Boskovich	Mileage	042014	1-20-2-53540	300.00
<b>5567</b>							
04/14	04/25/14	5567	Pacific Power Products, Inc	745 parts	370390	1-24-2-53100	66.57

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice GL Account	Check Amount
<b>5568</b>							
04/14	04/25/14	5568	Ryan Karjala	Cell phone reimb	032114	1-19-2-53810	73.82
04/14	04/25/14	5568	Ryan Karjala	Cell phone reimb	042114	1-19-2-53810	73.76
<b>5569</b>							
04/14	04/25/14	5569	Safety Vehicle Systems	2014 Tahoe lights	353911	4-10-5-56103	9,347.38
<b>5570</b>							
04/14	04/25/14	5570	SDIS	New Vehicle Insurance	4/14 PROP/CA	1-11-2-52603	551.00
<b>5571</b>							
04/14	04/25/14	5571	Sisters Coffee Company	Black Butte Gold 6 lbs	1184608	1-13-2-52950	113.98
<b>5572</b>							
04/14	04/25/14	5572	Venzon Wireless	cell phones Account 971443696	9722924327	1-26-2-53810	82.50
<b>5573</b>							
04/14	04/29/14	5573	Bend Broadband	acct 170584-1 Buffalo Cable	041914	1-28-2-53820	41.21
04/14	04/29/14	5573	Bend Broadband	acct 170584-1 Buffalo Cable	041914	1-28-2-53870	37.31
<b>5574</b>							
04/14	04/29/14	5574	Bill Strasser	Chin Up Bars	5870	1-19-2-51701	150.00
<b>5575</b>							
04/14	04/29/14	5575	Carlson Sign	CHEVY Tahoe graphics	27753	4-10-5-56103	1,145.00
<b>5576</b>							
04/14	04/29/14	5576	CEC, INC	electric-Buffalo	BUFFALO 422	1-28-2-53830	55.32
04/14	04/29/14	5576	CEC, INC	electric-Elm	ELM 042014	1-28-2-53830	1,945.57
04/14	04/29/14	5576	CEC, INC	electric-Lariat	LARIAT 42014	1-28-2-53830	42.45
<b>5577</b>							
04/14	04/29/14	5577	Central Oregon Com Colle	tuition	S0539972	1-20-2-53560	9,040.13
04/14	04/29/14	5577	Central Oregon Com Colle	books	S0539972	1-20-2-53570	1,378.25
04/14	04/29/14	5577	Central Oregon Com Colle	EMT Exam Fees	S0539972	1-20-2-53210	375.00
<b>5578</b>							
04/14	04/29/14	5578	CenturyLink	Station 704 Phone	041914	1-28-2-53870	47.81
<b>5579</b>							
04/14	04/29/14	5579	DHS Receipting Unit	AMB Reimbursement payment	SUE SESSLER	1-01-0-42100	133.30
<b>5580</b>							
04/14	04/29/14	5580	Frank Conte	AMB Reimb payment	1370852	1-01-0-42100	1,264.50
<b>5581</b>							
04/14	04/29/14	5581	John Channel	AMB Reimburse payment	1470085	1-01-0-42100	130.38
<b>5582</b>							
04/14	04/29/14	5582	Marc Proctor	Mileage Reimb	042014	1-20-2-53540	150.00
<b>5583</b>							
04/14	04/29/14	5583	Pac Office Automation - Le	photocopier contract #25115770	41148565	1-13-2-53500	290.00
<b>5584</b>							
04/14	04/29/14	5584	Purchase Power	postage acct 8000900005225226	041714	1-13-2-51210	197.00
<b>5585</b>							
04/14	04/29/14	5585	Quill	Office Supplies	2351828	1-13-2-53100	122.47
<b>5586</b>							
04/14	04/29/14	5586	Thornton Brown	cell phone reimb	042614	1-16-2-53810	50.63
<b>5587</b>							
04/14	04/29/14	5587	WCP Solutions	towels/corrosive liquids supplies	458601	1-28-2-53100	59.60
<b>5588</b>							
04/14	04/29/14	5588	Van Handel Automotive, In	2003 Ford Explorer repair	30364	1-34-2-53500	1,220.39
<b>7112019</b>							
04/14	04/29/14	7112019	L.N. CURTIS & SONS	Face Mask returns	2112878-00	1-30-2-52010	720.00
04/14	04/29/14	7112019	L.N. CURTIS & SONS	Face Mask returns	2113486-00	1-30-2-52010	720.00-

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10002000	781.11	61,415.57-	60,634.46-
1-01-0-42100	3,430.58	.00	3,430.58

## AMBULANCE REPORT ENDING APRIL 2014

### MONTHLY CALL SUMMARY

<u>PRIMARY PAYOR</u>	<u># OF TRANSPORTS</u>	<u>AMT CHARGED</u>
BCBS Participating	2	\$ 2,577.00
HEALTH SHARE CARE OREGON	1	\$ 1,269.00
MODA HEALTH	1	\$ 1,447.50
NORIDIAN ADMINISTRATIVE SVCS	14	\$ 17,556.50
PACIFIC SOURCE COMMUNITY	1	\$ 1,212.00
PACIFIC SOURCE MEDICARE	2	\$ 2,258.00
PROVIDENCE HEALTH PLAN	1	\$ 1,249.50
SELF PAY PAYOR	10	\$ 13,407.00
TRICARE UHC MILITARY AND FAMIL	1	\$ 1,164.00
UMR BI-MART CORP	1	\$ 1,264.50
<b>Total Charges</b>	<b>34</b>	<b>\$ 43,405.00</b>

### MONTHLY CREDIT SUMMARY

<u>REVENUE SOURCE</u>	<u># OF CREDITS</u>	<u>AMT RECEIVED</u>
PAYMENT INSURANCE AUTO	1	\$ 1,100.00
PAYMENT MEDICAID	1	\$ (83.37)
PAYMENT MEDICARE PART B	1	\$ 386.69
PAYMENT CHECK	17	\$ 1,604.69
PAY PAL	2	\$ 219.88
PAYMENT INSURANCE PRIMARY	6	\$ 5,523.05
PAYMENT INSURANCE SECONDARY	3	\$ 313.01
PAYMENT VISA/MASTERCARD	1	\$ 20.00
<b>Total Payments</b>		<b>\$ 9,083.95</b>

### ADJUSTMENTS & WRITE-OFFS

ADJUSTMENT HARDSHIP	1	\$ 935.80
ADJUSTMENT MEDICARE	2	\$ 611.31
ADJUSTMENT MEDICAID	1	\$ (47.88)
ADJUSTMENT COLLECTION	12	\$ 8,593.69
ADJUSTMENT DECEASED	2	\$ 872.00
ADJUSTMENT FIREMED	3	\$ 2,768.50
ADJUSTMENT CONTRACT	1	\$ 242.03
<b>Total Adjustments &amp; Write-Offs</b>		<b>\$ 13,975.45</b>
<b>TOTAL REVENUE &amp; ADJUSTMENTS</b>		<b>\$ 23,059.40</b>

### OUTSTANDING ACCOUNTS

#### BY AGE

CURRENT	\$ 51,092.66
31 TO 60 DAYS	\$ 19,148.08
61 TO 90 DAYS	\$ 5,378.44
91 TO 120 DAYS	\$ 10,871.56
121 TO 150 DAYS	\$ 4,757.59
151 TO 180 DAYS	\$ 2,436.00
OVER 180 DAYS	\$ 10,715.81
<b>TOTAL OUTSTANDING AS OF 04/30/2014</b>	<b>\$ 104,400.14</b>

## AMBULANCE BILLING & COLLECTION FY COMPARISON BY MONTH/YEAR

	<u>Jul-12</u>	<u>Jul-13</u>	<u>Aug-12</u>	<u>Aug-13</u>	<u>Sep-12</u>	<u>Sep-13</u>
<b><u>CHARGES</u></b>	\$ 21,291.20	\$ 45,583.50	\$ 24,555.90	\$ 35,344.50	\$ 18,046.25	\$ 24,877.50
<b><u>PAYMENTS</u></b>	\$ 22,073.50	\$ 22,182.02	\$ 40,452.59	\$ 23,297.20	\$ 17,060.57	\$ 41,915.53
<b><u>ADJUSTMENTS</u></b>	\$ 12,461.62	\$ 9,903.88	\$ 9,804.26	\$ 10,596.37	\$ 6,886.12	\$ 10,712.63
<b><u>AGING TOTAL</u></b>	\$ 106,243.97	\$ 135,600.90	\$ 80,462.12	\$ 137,051.83	\$ 75,892.68	\$ 105,946.67

	<u>Oct-12</u>	<u>Oct-13</u>	<u>Nov-12</u>	<u>Nov-13</u>	<u>Dec-12</u>	<u>Dec-13</u>
<b><u>CHARGES</u></b>	\$ 14,446.25	\$ 26,256.50	\$ 20,109.70	\$ 36,627.00	\$ 28,507.50	\$ 34,568.50
<b><u>PAYMENTS</u></b>	\$ 20,283.20	\$ 11,695.06	\$ 17,116.93	\$ 10,026.50	\$ 15,235.78	\$ 40,722.00
<b><u>ADJUSTMENTS</u></b>	\$ 4,751.05	\$ 22,920.81	\$ 2,006.64	\$ 6,199.39	\$ (736.67)	\$ 21,435.64
<b><u>AGING TOTAL</u></b>	\$ 69,608.43	\$ 110,973.80	\$ 71,213.56	\$ 128,609.91	\$ 61,382.65	\$ 118,333.27

	<u>Jan-13</u>	<u>Jan-14</u>	<u>Feb-13</u>	<u>Feb-14</u>
<b><u>CHARGES</u></b>	\$ 44,045.80	\$ 34,588.00	\$ 31,004.90	\$ 26,972.50
<b><u>PAYMENTS</u></b>	\$ 19,394.18	\$ 31,604.17	\$ 24,290.46	\$ 12,449.64
<b><u>ADJUSTMENTS</u></b>	\$ 9,401.06	\$ 14,763.81	\$ 3,494.51	\$ 19,651.20
<b><u>AGING TOTAL</u></b>	\$ 96,349.16	\$ 106,182.29	\$ 105,529.74	\$ 105,854.95

	<u>Mar-13</u>	<u>Mar-14</u>	<u>Apr-13</u>	<u>Apr-14</u>
<b><u>CHARGES</u></b>	\$ 19,357.55	\$ 26,693.50	\$ 32,127.65	\$ 44,464.50
<b><u>PAYMENTS</u></b>	\$ 19,914.08	\$ 29,170.80	\$ 11,698.37	\$ 9,083.95
<b><u>ADJUSTMENTS</u></b>	\$ 2,565.02	\$ 19,230.11	\$ 3,850.47	\$ 13,975.45
<b><u>AGING TOTAL</u></b>	\$ 97,239.14	\$ 82,995.04	\$ 113,817.95	\$ 104,400.14

<b><u>FY 12/13 TOTALS</u></b>	
<b>CHARGES</b>	\$ 253,492.70
<b>PAYMENTS</b>	\$ 207,519.66
<b>ADJUSTMENTS</b>	\$ 54,484.08

<b><u>FY 13/14 TOTALS</u></b>	
<b>CHARGES</b>	\$ 335,976.00
<b>PAYMENTS</b>	\$ 232,146.87
<b>ADJUSTMENTS</b>	\$ 149,389.29

## SAFETY COMMITTEE MEETING MINUTES

May 13<sup>th</sup>, 2014 1600-1630 hrs

Safety Committee Members Present: Bruegeman, Spor.

Other department members present: Brown, Meredith, Manzi.

Reviewed old business

- MSDS sheet updates – Bruegeman - currently working on as time allots, should be done by next moth
- Flammable Cabinets – Karjala – they have been ordered.
- Fire Extinguisher cabinets – Bruegeman working with TJ on this project – no progress in the last month
- Research Blood Borne Pathogen Policy – Bruegeman - no progress in the last month
- Review & Implement HEPA mast fit test – Bruegeman - no progress in the last month
- June Safety Week – Meredith – working on getting PT trainers for a few nights
- OSHA site consultation – Bruegeman – still waiting on OR-OSHA to get back to us with a date.

New Business

- One injury report. Sprain/strain during training while pulling a pre-connect over uneven ground at night. No medical treatment needed.
  - Safety committee recommends better use of scene lighting at night to reduce the risk of unseen changes in terrain.
  - Safety committee recommends use of personal flash lights to illuminate the area of work.
  - Safety committee recommends better awareness of terrain and obstacles and do not work in haste or at a fast pace that may lead to injuries.
- Julie attended a class and recommends that the objective of the safety committee be “risk management” and not “incident response”.
  - Bruegeman feels that we are mainly proactive in safety/risk management but will be reactive and recommend changes to policy, procedures and work practices when necessary.
- Meredith is concerned about sleep deprivation and the use of night mode. He recommends that the station radio be placed in night mode to help reduce sleep deprivation. He would like to ensure that students are using mode B on their pagers if they are in station on duty or mode D if they are in station and only responding on major calls. It was also brought up to talk to the paramedic students about scheduling their night shift clinicals during their 4-day. Bruegeman recommends that they have at least 12-hrs between fire department and clinical and 12 hrs between clinical and fire department to ensure adequate rest.

Next Safety Committee Meeting will be June 18<sup>th</sup> at 16:00 hrs at station 701.





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

May 16, 2014

Speer Hoyt LLC  
975 Oak Street, Ste 700  
Eugene, OR 97401

Our auditors, Pauly, Rogers and Co., P.C., 12700 S.W. 72nd Avenue, Tigard, Oregon 97223, are conducting an annual audit of our financial statements. Please furnish *directly* to them the information requested below involving matters as to which you have been engaged and to which you have devoted substantive attention on behalf of Sisters-Camp Sherman Rural Fire Protection District in the form of legal consultation or representation.

Pending or Threatened Litigation (excluding unasserted claims and assessments)

Please prepare a description of all material litigation, claims, and assessments (excluding unasserted claims and assessments). Materiality for purposes of this letter includes items involving amounts exceeding \$1,000 individually or in the aggregate. The description of each case should include:

- a. the nature of the litigation;
- b. the progress of the case to date;
- c. how management of Sisters-Camp Sherman Rural Fire Protection District is responding or intends to respond to the litigation, e.g., to contest the case vigorously or to seek an out-of-court settlement; and
- d. an evaluation of the likelihood of an unfavorable outcome and an estimate, if one can be made, of the amount or range of potential loss.

Unasserted Claims and Assessments

We have represented to our auditors that there are no unasserted possible claims or assessments that you have advised us are probable of assertion and must be disclosed in accordance with Statement of Financial Accounting Standards No. 5 (excerpts of which can be found in the ABA's Auditor's Letter Handbook).

We understand that whenever, in the course of performing legal services for us with respect to a matter recognized to involve an unasserted possible claim or assessment that may call for financial statement disclosure, you have formed a professional conclusion that we should disclose or consider disclosure concerning such possible claim or assessment, as a matter of professional responsibility to us, you will so advise us and will consult with us concerning

301 South Elm Street, PO Box 1509  
Sisters, Oregon 97759  
Phone 541-549-0771 Fax 541-549-1343



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

the question of such disclosure and the applicable requirements of Statement of Financial Accounting Standards No. 5. Please specifically confirm to our auditors that our understanding is correct.

Response

Your response should include matters that existed as of June 30, 2014, and during the period from that date to the effective date of your response. Your prompt response would be appreciated.

Please specifically identify the nature of, and reasons for, any limitations on your response.

Other Matters

Please, also indicate the amount we were indebted to you for services and expenses on the date of your response.

Sincerely,

Roger Johnson,  
Fire Chief  
Sisters-Camp Sherman Rural Fire Protection District



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

June 30, 2014

**US Bank**  
**Trust Fee Unit, EP-MN-WN3L**  
**60 Livingston Avenue**  
**Saint Paul, MN 55107**

Our auditors, Pauly, Rogers, and Co., P.C., 12700 S.W. 72nd Avenue, Tigard, Oregon 97223, are conducting an audit of our financial statements. In connection therewith, we wish to have you confirm directly to them the following information on behalf of **Sisters-Camp Sherman Rural Fire Protection District**:

- |  |                     |
|--|---------------------|
| 1. Title of issue: <u>General Obligation Bond, Series 2007</u>   | _____               |
| 2. Original date of issue:   | <u>2007</u>         |
| 3. Maturity date:  | <u>2027</u>         |
| 4. Annual interest rate:   | <u>4.31%</u>        |
| 5. Principal amount of original issue:   | <u>\$ 2,500,000</u> |
| 6. Principal amount retired from <u>July 1, 2013</u> to <u>June 30, 2014</u> :   | _____               |
| 7. Principal amount outstanding as of <u>June 30, 2014</u> :   | _____               |
| 8. Interest payment dates:   | _____               |
| 9. Cash held for payment of unrepresented bonds as of <u>June 30, 2014</u> :   | _____               |
| 10. Total interest paid from <u>July 1, 2013</u> to <u>June 30, 2014</u> :   | _____               |
| 11. Matured coupons unredeemed as of <u>June 30, 2014</u> :  | _____               |
| 12. Total amount of fiscal agent fees paid by <b><u>Sisters-Camp Sherman Rural Fire Protection District</u></b> from <u>July 1, 2013</u> to <u>June 30, 2014</u> : | _____               |

13. Are there any financial loan covenants associated with this debt, if so please describe below:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

After completing the above information and signing and dating your reply, please mail it directly to Pauly, Rogers, and Co., P.C., 12700 S.W. 72nd Avenue, Tigard, Oregon 97223 in the enclosed return envelope.

Sincerely,

\_\_\_\_\_  
 Name, Title Date

To: Pauly, Rogers, and Co., P.C., 12700 S.W. 72nd Avenue, Tigard, Oregon 97223  
 The information furnished to you with this letter from **Sisters-Camp Sherman Rural Fire Protection District** agrees with our records as of June 30, 2014.

\_\_\_\_\_  
 Signature, Title Date

\_\_\_\_\_  
 Printed Name

**STANDARD FORM TO CONFIRM ACCOUNT  
BALANCE INFORMATION WITH FINANCIAL INSTITUTIONS**

**ORIGINAL**  
To be mailed to auditors

**Sisters-Camp Sherman Fire District**  
CUSTOMER NAME

Financial  
Institution's  
Name and  
Address

**Office of the State Treasurer  
Banking System  
350 Winter Street NE  
Suite 100  
Salem, OR 97301-3896**

We have provided to our auditors the following information as of the close of business on **June 30, 2014**, regarding our deposit and loan balances. Please confirm the accuracy of the information, noting any exceptions to the information provided. If the balances have been left blank, please complete this form by furnishing the balance in the appropriate space below.\* Although we do not request nor expect you to conduct a comprehensive, detailed search of your records, if during the process of completing this confirmation additional information about other deposit and loan accounts we may have with you comes to your attention, please include such information below. Please use the enclosed envelope to return the form directly to our auditors.

1. At the close of business on the date listed above, our records indicated the following deposit balance(s).

ACCOUNT NAME	ACCOUNT NO.	INTEREST RATE	BALANCE
Sisters-Camp Sherman RFPD	4374		

2. We were directly liable to the financial institution for loans at the close of business on the date listed above as follows:

ACCOUNT NUMBER/ DESCRIPTION	BALANCE*	DUE DATE	INTEREST RATE	DATE THROUGH WHICH INTEREST IS PAID	DESCRIPTION OF COLLATERAL

\_\_\_\_\_  
(Customer's Authorized Signature)

\_\_\_\_\_  
(Date)

The information presented above by the customer is in agreement with our records. Although we have not conducted a comprehensive, detailed search of our records, no other deposit or loan accounts have come to our attention except as noted below.

\_\_\_\_\_  
(Financial Institution Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

EXCEPTIONS AND/OR COMMENTS

Please return this form directly to our auditors:

**PAULY ROGERS & CO., P.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
12700 72nd AVENUE  
TIGARD OR 97223  
PHONE: 503-620-2632  
FAX: 503-684-7523

\* Ordinarily, balances are intentionally left blank if they are not available at the time the form is prepared.

**STANDARD FORM TO CONFIRM ACCOUNT  
BALANCE INFORMATION WITH FINANCIAL INSTITUTIONS**

**ORIGINAL**  
To be mailed to auditors

**Sisters-Camp Sherman Fire District**  
CUSTOMER NAME

Financial  
Institution's  
Name and  
Address

**Washington Federal  
610 North Arrowleaf Trail  
Sisters, OR 97759**

We have provided to our auditors the following information as of the close of business on **June 30, 2014**, regarding our deposit and loan balances. Please confirm the accuracy of the information, noting any exceptions to the information provided. If the balances have been left blank, please complete this form by furnishing the balance in the appropriate space below.\* Although we do not request nor expect you to conduct a comprehensive, detailed search of your records, if during the process of completing this confirmation additional information about other deposit and loan accounts we may have with you comes to your attention, please include such information below. Please use the enclosed envelope to return the form directly to our auditors.

1. At the close of business on the date listed above, our records indicated the following deposit balance(s).

ACCOUNT NAME	ACCOUNT NO.	INTEREST RATE	BALANCE
Sisters-Camp Sherman Rural Fire Protection District	275-900086-8		

2. We were directly liable to the financial institution for loans at the close of business on the date listed above as follows:

ACCOUNT NUMBER/ DESCRIPTION	BALANCE*	DUE DATE	INTEREST RATE	DATE THROUGH WHICH INTEREST IS PAID	DESCRIPTION OF COLLATERAL

\_\_\_\_\_  
(Customer's Authorized Signature)

\_\_\_\_\_  
(Date)

The information presented above by the customer is in agreement with our records. Although we have not conducted a comprehensive, detailed search of our records, no other deposit or loan accounts have come to our attention except as noted below.

\_\_\_\_\_  
(Financial Institution Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

EXCEPTIONS AND/OR COMMENTS

---

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**PAULY ROGERS & CO., P.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
12700 72nd AVENUE  
TIGARD OR 97223  
PHONE: 503-620-2632  
FAX: 503-684-7523

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**STANDARD FORM TO CONFIRM ACCOUNT  
BALANCE INFORMATION WITH FINANCIAL INSTITUTIONS**

**ORIGINAL**  
To be mailed to auditors

**Sisters-Camp Sherman Fire District**  
CUSTOMER NAME

Financial  
Institution's  
Name and  
Address

**Bank of the Cascades  
272 E Main St  
Sisters, OR 97759**

We have provided to our auditors the following information as of the close of business on **June 30, 2014**, regarding our deposit and loan balances. Please confirm the accuracy of the information, noting any exceptions to the information provided. If the balances have been left blank, please complete this form by furnishing the balance in the appropriate space below.\* Although we do not request nor expect you to conduct a comprehensive, detailed search of your records, if during the process of completing this confirmation additional information about other deposit and loan accounts we may have with you comes to your attention, please include such information below. Please use the enclosed envelope to return the form directly to our auditors.

1. At the close of business on the date listed above, our records indicated the following deposit balance(s).

ACCOUNT NAME	ACCOUNT NO.	INTEREST RATE	BALANCE
Public Money Market OR	4396804		

2. We were directly liable to the financial institution for loans at the close of business on the date listed above as follows:

ACCOUNT NUMBER/ DESCRIPTION	BALANCE*	DUE DATE	INTEREST RATE	DATE THROUGH WHICH INTEREST IS PAID	DESCRIPTION OF COLLATERAL

\_\_\_\_\_  
(Customer's Authorized Signature)

\_\_\_\_\_  
(Date)

The information presented above by the customer is in agreement with our records. Although we have not conducted a comprehensive, detailed search of our records, no other deposit or loan accounts have come to our attention except as noted below.

\_\_\_\_\_  
(Financial Institution Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

**EXCEPTIONS AND/OR COMMENTS**

Please return this form directly to our auditors:

**PAULY ROGERS & CO., P.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
12700 72nd AVENUE  
TIGARD OR 97223  
PHONE: 503-620-2632  
FAX: 503-684-7523

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**STANDARD FORM TO CONFIRM ACCOUNT  
BALANCE INFORMATION WITH FINANCIAL INSTITUTIONS**

**ORIGINAL**  
To be mailed to auditors

**Sisters-Camp Sherman Fire District**  
CUSTOMER NAME

Financial  
Institution's  
Name and  
Address

**US Bank  
123 W Hood Ave  
Sisters, OR 97759**

We have provided to our auditors the following information as of the close of business on **June 30, 2014**, regarding our deposit and loan balances. Please confirm the accuracy of the information, noting any exceptions to the information provided. If the balances have been left blank, please complete this form by furnishing the balance in the appropriate space below.\* Although we do not request nor expect you to conduct a comprehensive, detailed search of your records, if during the process of completing this confirmation additional information about other deposit and loan accounts we may have with you comes to your attention, please include such information below. Please use the enclosed envelope to return the form directly to our auditors.

1. At the close of business on the date listed above, our records indicated the following deposit balance(s).

ACCOUNT NAME	ACCOUNT NO.	INTEREST RATE	BALANCE
Operating Fund	1 536 8523 7070		

2. We were directly liable to the financial institution for loans at the close of business on the date listed above as follows:

ACCOUNT NUMBER/ DESCRIPTION	BALANCE*	DUE DATE	INTEREST RATE	DATE THROUGH WHICH INTEREST IS PAID	DESCRIPTION OF COLLATERAL

\_\_\_\_\_  
(Customer's Authorized Signature)

\_\_\_\_\_  
(Date)

The information presented above by the customer is in agreement with our records. Although we have not conducted a comprehensive, detailed search of our records, no other deposit or loan accounts have come to our attention except as noted below.

\_\_\_\_\_  
(Financial Institution Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

EXCEPTIONS AND/OR COMMENTS

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Please return this form directly to our auditors:

**PAULY ROGERS & CO., P.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
12700 72nd AVENUE  
TIGARD OR 97223  
PHONE: 503-620-2632  
FAX: 503-684-7523

\* Ordinarily, balances are intentionally left blank if they are not available at the time the form is prepared.



**RESOLUTION 2013-2014-004**  
**Resolution to Transfer Funds to Equipment Reserve Fund**

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors budgeted funds for transfer into specially designated funds during the 2013-2014 budget period, and

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has those funds available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District approves the 2013-2014 budgeted fund transfer to Equipment Reserve as follows:

\$260,032.00

Approved this 20<sup>th</sup> day of May, 2014

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

\_\_\_\_\_  
Al McKenzie, Vice-President

\_\_\_\_\_  
Don Boyd, Secretary/Treasurer

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

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





**RESOLUTION 2013-2014-005**  
**Resolution to Transfer Funds to Building Reserve Fund**

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors budgeted funds for transfer into specially designated funds during the 2013-2014 budget period, and

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has those funds available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District approves the 2013-2014 budgeted fund transfer to Building Reserve as follows:

\$25,000.00

Approved this 20<sup>th</sup> day of May, 2014

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

\_\_\_\_\_  
Al McKenzie, Vice-President

\_\_\_\_\_  
Don Boyd, Secretary/Treasurer

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

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



## **RESOLUTION 2013-2014-006**

### **Resolution to Transfer Funds to Technology Reserve Fund**

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors budgeted funds for transfer into specially designated funds during the 2013-2014 budget period, and

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has those funds available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District approves the 2013-2014 budgeted fund transfer to Technology Reserve as follows:

\$15,000.00

Approved this 20<sup>th</sup> day of May, 2014

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

\_\_\_\_\_  
Al McKenzie, Vice-President

\_\_\_\_\_  
Don Boyd, Secretary/Treasurer

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

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



**RESOLUTION 2013-2014-007  
A RESOLUTION AUTHORIZING THE ESTABLISHMENT  
OF THE HEALTH REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES'  
BENEFICIARY ASSOCIATION ("HRA VEBA") PLANS**

WHEREAS, the Internal Revenue Code Section 501(c)(9) allows for the creation of a voluntary employees' beneficiary association which is a tax-exempt health and welfare trust; and

WHEREAS, IRS regulations and guidelines allow an employer to offer health reimbursement arrangement (HRA) plans; and

WHEREAS, such HRA plans are available to governmental employers in the Northwest; and

WHEREAS, the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest ("Trust") offers and will administer two HRA VEBA plans (collectively the "Plans") as amended and restated: the **Standard HRA Plan**, which shall be integrated with the Employer's or another qualified group health plan and which shall accept Employer contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted under applicable law from time to time; and the **Post-separation HRA Plan**, which shall accept contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer's or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires.

WHEREAS, Sisters-Camp Sherman Fire District ("Employer") has determined that it is in the best interest of the Employer and its employees to establish the Plans, which provide tax-free, defined contribution accounts for employees to reimburse qualified medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses of the employees and their qualified dependents; and

WHEREAS, the Employer desires to establish the Plans for its employees; and

WHEREAS, the Employer desires to use the services of the Trust to administer such Plans; and

WHEREAS, the Plans will be administered in accordance with the Plan documents provided by the Trust on file in the Employer's main office.

NOW, THEREFORE, the Board of Directors hereby resolves as follows:

Section 1. Effective, July 1, 2014 the Employer hereby elects to participate in the Plans and Trust as presently constituted or hereafter amended using the Trust as its plan administrator for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements.

Section 2. The Plans will be funded with Employer contributions in amounts determined from time to time pursuant to Employer policies and collective bargaining agreements.

Section 3. The Fire Chief is authorized to execute documents and establish procedures consistent with Plan and Trust provisions and applicable Employer policies and collective bargaining agreements necessary to effect the adoption and administration of the Plans.

ADOPTED this 20<sup>th</sup> day of May, 2014.

\_\_\_\_\_  
Authorizing Signature

ATTEST

\_\_\_\_\_



## **RESOLUTION 2013-2014-008**

### **Resolution to Approve Expenditure (transfer) from Employment Reserve Fund**

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District Board of Directors budgeted funds to be expended in Unanticipated Costs from the Employment Reserve Fund during the 2013-14 budget period; and

WHEREAS, unanticipated 2013-2014 budgeted expense occurred in the Employment Reserve Fund for Susan Houck and Gary Lovegren retirements, Shawn Vial termination, and new hire expenses.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District approves the 2013-2014 fund transfer from the Employment Reserve Fund to the General Fund:

\$46,744.35

Approved this 20<sup>th</sup> day of May, 2014

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

\_\_\_\_\_  
Al McKenzie, Vice-President

\_\_\_\_\_  
Don Boyd, Secretary/Treasurer

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

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

Caleb Trowbridge

Operations and Marketing Specialist  
Fire Service Bookstore

(800) 342-2034 O

(503) 299-4760 F

caleb@fireservicebooks.com



**FIRE SERVICE  
BOOKSTORE**

www.FireServiceBooks.com ♦ (800) 342-2034

RCVD 4-30-14 PO# J  
ACGT# \_\_\_\_\_  
CAPT. INITIALS \_\_\_\_\_  
CHIEF INITIALS \_\_\_\_\_

Dear Chief Johnson + staff

Thank you so much for letting us utilize your community room and take over your fire department for two days!

All of the feedback we have received was overwhelmingly positive and we look forward to the possibility of coming back to Sisters in the future.

Please pass our thanks and appreciation on to everyone at the department. Sincerely, WFCR staff

Sunday, April 20th.

Dear Roger -

I wanted to drop you a quick note to express my appreciation for your hospitality last week.

I'm sure Jeff has told you that we had a very productive couple of days and really enjoyed our time in Sisters.

I'm looking forward to my next visit.

Sincerely, Sue Olsen

---

## Roger Johnson

---

**From:** Erin Borla [erin@sisterscountry.com]  
**Sent:** Wednesday, May 14, 2014 11:50 AM  
**To:** Roger Johnson  
**Subject:** Thank you!

Hey Roger –

Just wanted to let you know, the kids and I were in town today playing at the Village Green Park. Frankie, my 4 year old, saw the Ambulance being pulled out to be cleaned and sat and watched it the whole time. He refused to leave the park until he saw a Fire Truck come out to be cleaned – it had been a while and so we walked over to the station.

Frankie simply asked if they were going to clean a fire truck so he could watch then we received the unexpected! Julie took us back and the guys were so nice! They walked him all through the different trucks and showed him the different parts – they even let him sit in one. Rob, Hayden and Mark (I think it was Mark) were super gracious and treated him like a superstar. He had the best time and learned so much.

Just wanted to say thank you to your team for a great experience. In fact, he is back at home now, building fire trucks and rockets that talk to ambulances out of Legos.

Thanks for all you and your team do to help our community – in times of trouble and in times like today.

Erin

Erin Borla  
Executive Director  
Sisters Area Chamber of Commerce  
PO Box 430 – 291 E Main Ave.  
Sisters, Oregon 97759  
[www.SistersCountry.com](http://www.SistersCountry.com)  
541-549-0251

“Enhancing the economic vitality of Sisters Country through tourism development and promotion, business advocacy, and community support.”



RCMD 5-13-14 RO # [Signature]  
 AGCT # \_\_\_\_\_  
 CAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS BJ

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

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

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

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

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

NONE - MET OR EXCEEDED ALL EXPECTATIONS

\_\_\_\_\_

\_\_\_\_\_

Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

Name & Address (Optional) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_





BOVD 5-13-14 FOM [Signature]  
 /CCTM \_\_\_\_\_  
 CAPD INITIALS \_\_\_\_\_  
 HFF INITIALS RF

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

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

Any additional comments or areas you would like to see improved: Good Job - All

Thank you all so much.

Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

Name & Address (Optional)





RCVD 5-13-14 PO# [Signature]  
ACST# \_\_\_\_\_  
CAPT. INITIALS \_\_\_\_\_  
CHIEF INITIALS [Signature]

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

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

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

Any additional comments or areas you would like to see improved: Your personal was very nice to me. I know Guy Crawford from the past. He has been my someone else. Great time for me.  
Hanni Smith

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

Name & Address (Optional): [Redacted]

5-13-14  
 RONE \_\_\_\_\_  
 AGCT# \_\_\_\_\_  
 PAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS \_\_\_\_\_



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

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

Overall customer satisfaction (1 Worst - 10 Best): 10++ great!! !!

Any additional comments or areas you would like to see improved:  
 So appreciate our firefighters!

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

Name & Address (Optional): \_\_\_\_\_

1470066A1

Awesome experience for a worried mom and 6 year old rashy

5077 / (!!!) Thank you so very much ~ Couldn't have been better!



NOV 5-13-14  
 ROUTE # \_\_\_\_\_  
 COPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS B

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

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

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

Any additional comments or areas you would like to see improved: I thank each one who came so quickly. I did not know my son, I think, had called you either time. You each are to be commended for your personality and ability in your position.

Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

Name & Address (Optional)

\_\_\_\_\_

1470161A1



RCVD 4.15.14 # 8  
 ACCT# \_\_\_\_\_  
 CAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS [Signature]

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

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

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

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

*Thanks for coming to my aid and helping my husband get me into his car to take me to emergency after my very terrible fall in front of Sisters medical house.*

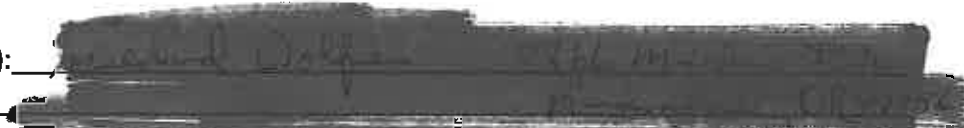
Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

Name & Address (Optional):





RVD 4-4-14 PO# \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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

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

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

Any additional comments or areas you would like to see improved:  
Of course - I'm biased - but honest in my response!

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

Name & Address (Optional): \_\_\_\_\_

RCVD 3-18-14  
 ACCT # \_\_\_\_\_  
 CAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS BS



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

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

Any additional comments or areas you would like to see improved: Can't think of anything that needs improving. The ER people are wonderful. Thank you!

Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

*I have Medical so I don't think I need FireMed*

Name & Address (Optional)

[Redacted Name and Address]



RENO 35-148  
 AGCT# \_\_\_\_\_  
 CAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS B

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

Overall customer satisfaction (1 Worst - 10 Best): 20 Best

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

Thank you for the Sister's Care and  
per services. They are all wonderful, its  
hard to be ~~there~~ alone but they make  
you feel as if your family has come to ~~the~~

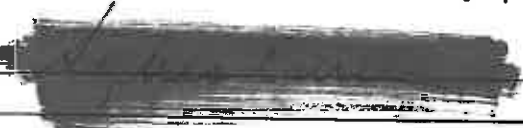
Do you have a Sisters Country FireMed membership?

Yes  No

Would you like more information on Sisters Country FireMed membership?

Yes  No

Name & Address (Optional):







RCVD 3-3-14  
 ACCT #  
 CHIEF INITIALS  
 CHIEF INITIALS

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

Overall customer satisfaction (1 Worst - 10 Best): 9.5

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

*Thank you so much for being there. I have never choked so bad in my life. It saved the beginning out of me. Thank you again. (Keep up the good work!)*

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





3-3-14  
 NAME: \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 OFFICE: \_\_\_\_\_  
 OFFICIALS: \_\_\_\_\_

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

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

Any additional comments or areas you would like to see improved:  
GREAT JOB - COULDN'T HAVE BEEN BETTER

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

Name & Address (Optional): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



RCVD 3-3-14 PO# \_\_\_\_\_  
 ACCT# \_\_\_\_\_  
 CAPT. INITIALS \_\_\_\_\_  
 CHIEF INITIALS RF

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

Overall customer satisfaction (1 Worst - 10 Best): 12

Any additional comments or areas you would like to see improved: They were all very professional & compassionate & all the above. The 1st one to get here was here in about 3 minutes from my call to 911. Mom has since been with hospice

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

Name & Address (Optional): \_\_\_\_\_

we will be moving to Prospect OR next month  
Thank you all!

**FIRE CHIEF'S REPORT**  
**MONTH MAY 2014**

**I. CURRENT FIRE ACTIVITY STATUS:**

There were no structure fires in April.

**II. NOTEWORTHY OPERATIONAL EVENTS:**

None.

**III. COMMUNITY SERVICE EVENTS**

1. The Easter egg hunt was another success this year with hundreds of children participating and great turnout from the Association members.
2. Fire Safety Manager Marshall coordinated an open house at the Squaw Creek Station on May 3<sup>rd</sup>. We had 34 community residents attend, and six volunteers assist with the event. The open house focused on the Community Wildfire Protection Plan, Firewise, and volunteer recruitment. Oregon Department of Forestry, US Forest Service and Project Wildfire also participated.
3. District personnel are helping with the Fire Free disposal program on May 16<sup>th</sup> and 17<sup>th</sup>.
4. District volunteers are also helping with the SALI lacrosse tournament on May 17<sup>th</sup> and 18<sup>th</sup>.

**IV. SPECIAL PROJECTS UPDATE:**

1. Chief Karjala's staff vehicle is complete and in service at this time.
2. The Collaborative Interface Taxation Committee held its second meeting on May 5, 2014 in Redmond. The meeting was well attended and included ODF representatives. The committee is now soliciting tax data records from 17 Oregon counties to determine the level of impact across the state.
3. I have been continuing to work on policy revisions and have completed most of the job descriptions at this time. I will provide draft copies to the Board at the June meeting.

4. The District internal budget committee has completed the proposed budget and it will be reviewed at the meeting on May 20<sup>th</sup>. Preparation took a little more work this year due to changes in health insurance carriers and a change in staffing levels. Staff also completed a salary comparison of other local departments as part of the budget preparation process.
5. Matt Millar was hired as a temporary firefighter to fill the vacancy created when Shawn Vial went to work for Eugene Fire. We are planning on hiring two more temporary employees this summer to fill the shifts with three personnel each. Permanent replacements will be hired this fall.
6. I will provide an update on the status of the ambulance specification/ordering at the meeting.
7. I attended the Oregon Fire Chiefs Conference at Eagle Crest this month. There were some very good presentations that will benefit the District. I also presented to the conference regarding the Collaborative Interface Taxation Committee.

V. VOLUNTEER STATUS

1. Volunteer numbers remained the same for the month of April. We have received five applications from members of the Jefferson County Hasty team who would like to be emergency medical volunteers for the District.
2. There is a Firefighter One academy scheduled for this summer and a Wildland Firefighter academy currently in progress.

VII. OTHER

1. It's time to start thinking about establishing District goals for next year. Last year we looked at the strategic plan to determine what has not been completed yet and looked at some emergent issues that needed addressed. We can discuss in more detail at the June or July meeting.

**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	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2011	2012	2013	
<b>FIRE RELATED</b>																														
Brush Fire-	0	0	0	0	2	0	4	1	5	1	4	1	6	3	3	5	1	1	1	1	1	1	1	1	1	0	23	22		
False Alarm-	5	4	5	5	2	4	5	1	4	4	1	2	7	3	4	4	4	4	4	4	4	4	4	4	4	7	46	51		
Illegal Open Burning-	1	4	3	0	2	2	2	3	1	0	0	0	2	1	0	0	1	4	1	4	1	7	1	3	1	3	19	26		
Structure Fire-	0	3	1	0	0	0	1	0	0	0	0	0	0	0	1	1	0	1	2	0	0	0	0	0	0	2	5	12		
Manual Aid-	0	1	0	1	1	1	1	0	2	3	3	0	4	5	3	3	2	2	2	2	0	0	0	0	0	0	17	15		
Public Assist-	2	1	0	1	1	0	0	1	0	0	1	2	1	4	7	1	0	1	0	1	6	1	3	1	0	2	1	14		
Investigation-	2	2	0	4	1	2	1	1	4	1	4	5	3	9	5	7	4	2	1	2	1	0	2	1	0	5	21	36		
Vehicle Fire-	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
HazMat-	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
<b>Total Fire Related calls</b>	<b>11</b>	<b>15</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>15</b>	<b>7</b>	<b>15</b>	<b>11</b>	<b>13</b>	<b>12</b>	<b>31</b>	<b>23</b>	<b>22</b>	<b>17</b>	<b>12</b>	<b>12</b>	<b>16</b>	<b>19</b>	<b>10</b>	<b>14</b>	<b>9</b>	<b>18</b>	<b>165</b>	<b>181</b>				
<b>YTD FIRE RELATED CALLS</b>			<b>20</b>	<b>35</b>	<b>30</b>	<b>34</b>	<b>45</b>	<b>41</b>	<b>60</b>	<b>52</b>	<b>70</b>	<b>85</b>	<b>90</b>	<b>96</b>	<b>113</b>	<b>116</b>	<b>130</b>	<b>145</b>	<b>149</b>	<b>149</b>	<b>156</b>	<b>163</b>	<b>165</b>	<b>181</b>						
<b>EMS RELATED</b>																														
Medical-	70	43	61	45	54	37	48	53	64	54	71	60	61	60	57	50	36	35	47	41	46	41	46	44	45	641	595			
MVA-	10	4	4	4	4	6	9	12	3	7	8	5	11	7	8	4	6	6	9	5	6	6	5	6	13	6	79	87		
<b>Total EMS Related Calls</b>	<b>80</b>	<b>47</b>	<b>65</b>	<b>49</b>	<b>58</b>	<b>43</b>	<b>57</b>	<b>65</b>	<b>42</b>	<b>61</b>	<b>73</b>	<b>65</b>	<b>72</b>	<b>67</b>	<b>65</b>	<b>54</b>	<b>42</b>	<b>41</b>	<b>42</b>	<b>41</b>	<b>56</b>	<b>46</b>	<b>52</b>	<b>57</b>	<b>51</b>	<b>720</b>	<b>682</b>			
<b>YTD EMS RELATED CALLS</b>			<b>145</b>	<b>96</b>	<b>203</b>	<b>139</b>	<b>260</b>	<b>204</b>	<b>302</b>	<b>265</b>	<b>375</b>	<b>440</b>	<b>416</b>	<b>507</b>	<b>481</b>	<b>561</b>	<b>523</b>	<b>602</b>	<b>579</b>	<b>602</b>	<b>648</b>	<b>631</b>	<b>705</b>	<b>681</b>						
<b>TOTAL CALLS FOR MONTH</b>	<b>91</b>	<b>62</b>	<b>74</b>	<b>59</b>	<b>68</b>	<b>52</b>	<b>72</b>	<b>72</b>	<b>91</b>	<b>72</b>	<b>91</b>	<b>92</b>	<b>103</b>	<b>90</b>	<b>87</b>	<b>71</b>	<b>54</b>	<b>57</b>	<b>75</b>	<b>56</b>	<b>66</b>	<b>66</b>	<b>69</b>	<b>66</b>	<b>885</b>	<b>863</b>				
Total Patient Contacts	54	47	58	47	54	40	53	53	54	52	53	69	57	58	46	41	38	34	52	34	48	53	49	53	49	601	598			
Total Patients Air Ambulance TX	0	2	0	0	2	1	0	0	4	2	4	2	3	5	3	0	1	2	1	2	0	2	1	1	2	1	16	18		
<b>PATIENT TRANSPORTS</b>																														
Transports to SCMC VIA Ground	46	26	37	22	25	21	33	34	26	32	26	50	27	34	24	23	19	18	21	17	33	36	31	38	31	338	348			
Transports to Landing Zone	0	2	0	0	2	1	0	0	1	4	4	2	0	3	5	0	1	1	1	1	0	2	1	1	2	15	18			
<b>Total Patient Transports</b>	<b>46</b>	<b>28</b>	<b>37</b>	<b>22</b>	<b>27</b>	<b>22</b>	<b>33</b>	<b>34</b>	<b>30</b>	<b>36</b>	<b>30</b>	<b>52</b>	<b>27</b>	<b>37</b>	<b>29</b>	<b>23</b>	<b>20</b>	<b>19</b>	<b>22</b>	<b>17</b>	<b>33</b>	<b>37</b>	<b>32</b>	<b>39</b>	<b>36</b>	<b>353</b>	<b>366</b>			
<b>YTD PATIENT TRANSPORTS</b>	<b>46</b>	<b>28</b>	<b>63</b>	<b>50</b>	<b>110</b>	<b>72</b>	<b>143</b>	<b>106</b>	<b>201</b>	<b>139</b>	<b>201</b>	<b>191</b>	<b>226</b>	<b>264</b>	<b>266</b>	<b>203</b>	<b>216</b>	<b>202</b>	<b>206</b>	<b>215</b>	<b>233</b>	<b>263</b>	<b>263</b>	<b>263</b>	<b>303</b>	<b>356</b>	<b>366</b>			
<b>CALL URGENCY</b>																														
Alpha/Bravo	45	26	38	30	30	16	33	33	31	32	40	43	34	36	33	35	28	18	36	20	23	36	27	389	365					
Charlie/Delta	35	20	26	17	25	27	26	30	25	28	31	36	30	34	29	29	23	14	48	30	24	28	20	25	342	318				
Echo	1	1	0	3	0	1	0	1	1	1	1	1	0	0	2	0	9	11	2	0	2	1	0	1	9	11				
Omega	0	0	1	0	2	0	0	1	0	0	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	6	6			
Code 1	9	11	8	7	9	8	11	7	11	7	15	12	9	22	18	13	12	7	15	16	10	14	8	13	135	137				
Code 3	1	4	1	2	2	0	3	0	4	4	4	2	3	9	5	7	5	4	3	3	0	0	1	3	31	38				
<b>CALL BACKS (7PC)</b>																														
Called	14	23	10	19	7	15	14	21	15	18	21	26	18	38	17	45	18	20	15	24	9	17	8	17	167	283				
Covered	10	16	8	17	6	7	11	9	11	12	15	18	17	29	9	21	14	12	15	12	7	8	4	12	127	173				
Not Covered	4	7	2	2	1	8	3	12	4	6	6	8	1	9	8	24	4	8	0	0	2	9	5	5	40	110				





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

RESPONSE	Volunteer	FF	Active	Michalek, Scott	2	0	1	0													3	
STANDBY					0	0	0	0													0	3
RESPONSE	Volunteer	FF/EMT	Active	Millar, Matt	7	0	0	6													13	
STANDBY					2	3	0	5													10	23
RESPONSE	Volunteer	Captain	Active	Moyer, W David	1	0	0	1													2	
STANDBY					2	0	0	4													6	8
RESPONSE	Volunteer	FF	Active	Myers, Doug	2	0	0	0													2	
STANDBY					0	0	0	0													0	2
RESPONSE	Volunteer	Tech	Active	Newport, Nick	0	0	0	0													0	
STANDBY					0	0	0	0													0	0
RESPONSE	Volunteer	FF	Active	Proctor, Marc	12	11	11	16													50	
STANDBY					5	2	4	7													18	68
RESPONSE	Volunteer	FF/EMT	Active	Schulz, Christina	0	0	1	1													2	
STANDBY					0	0	0	0													0	2
RESPONSE	Volunteer	FF/EMT	Active	Schulz, Robert	1	1	2	3													7	
STANDBY					0	0	0	0													0	7
RESPONSE	Volunteer	FF/EMT	Active	Summer, Kyle	0	0	0	0													0	
STANDBY					0	0	0	0													0	0
RESPONSE	Volunteer	FF/EMT	Active	Trevellyan, Laura	4	3	0	0													7	
STANDBY					0	0	0	0													0	7
RESPONSE	Career	FF/EMT		Vial, Shawn	20	22	14														56	
STANDBY					8	1	3														10	66
RESPONSE	Volunteer	EMT	Active	Ward, Ariele	0	0	0														0	
STANDBY					0	0	0														0	8
RESPONSE	Volunteer	EMT	Active	Ward, John	0	0	0														0	
STANDBY					0	0	0														0	3
RESPONSE	Volunteer	Captain	Active	Ward, Steve	7	3	1	3													14	
STANDBY					0	0	0	1													1	15
RESPONSE	Volunteer	FF	Active	Weddle, Colin	10	16	12	9													47	
STANDBY					0	2	1	1													4	51
RESPONSE	Volunteer	Captain	Active	Wellington, Dald	0	0	0	0													0	
STANDBY					0	0	1	0													1	1
RESPONSE	Volunteer	FF	Active	Whitney, Justin	0	0	0	0													0	
STANDBY					0	0	0	0													0	0

TOTAL VOLUNTEER RESPONSES-	227	191	157	236	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	811	
TOTAL CAREER RESPONSES-	170	166	135	198	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	669	1480

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual
Monthly Totals	397	357	292	434	0	0	0	0	0	0	0	0	1480
Total Calls per Month	62	59	52										173
Average calls per day	2	2.1	1.9	1.44	1.1	0.96	0.8	0.7	0.63	1	0.5	0.5	
Days in Month	31	28	31	30	31	30	31	31	30	31	30	31	365
Career Totals	10 Active Employees												669
Career %													45.20%
Volunteer Totals	40 Active Volunteers												811
Volunteer %													54.80%





## Community Risk & Fire Safety Manager Report

May 2014

**Auxiliary Report:** Auxiliary Chair persons Gail Butler and Les Schell have worked with the their members to create a formal CPR/First Aid Class calendar that will be posted on the Fire District web site to allow students to pick the correct class and date they wish to attend. Once they decide the student can print an application and send it in with their \$10.00 non-refundable course fee. Course text books and certification cards are an extra cost. Marsha Marr continues to coordinate the BiMart Free Blood Pressure Clinic for one day each month.

**Public Education Report:** May has been a busy month for public fire prevention education and awareness programs. TJ Johannsen has been involved in several Juvenile Firesetter Intervention Classes. For two days, TJ participated in Central Oregon Fire Prevention Coop's "Team Teaching" with Smokey Bear for area first grade school children. On May 2<sup>nd</sup> TJ helped with the Project Wildfire Safety Booth at the Central Oregon Home and Garden Show. TJ will also lead the May 16<sup>th</sup> FireFree Day at the Fryrear Transfer Station along with Volunteer Shelby Jones and other wildfire Agency personnel. On May 3<sup>rd</sup>, Chief Johnson, myself and fire department volunteers from Station 703 had an Open House at the fire station to celebrate the National Wildfire Preparedness Day. The morning started at 930 AM with a motivational video on wildfire for the 35 homeowners that attended. We had speakers from ODF, USFS, Sisters-Camp Sherman Fire and Project Wildfire with closing remarks from Chief Johnson.

### **Development Review:**

- Applicant Hayden's Model Home Office
- Building Department Comments to Building Official Randy Scheid for a Riding Arena associated with a Dwelling 17240 Wilt Road
- No Comments for a plan review for a concrete water reservoir for Indian Meadow Water Company at 69698 Old Wagon Road

### **Business License Inspections**

- Going Places Transportation 14677 Bluegrass Loop
- LaPetite Savonnene 652 N Aylor Ct

### **Other Fire Prevention Business:**

- FireFree Event May 16<sup>th</sup> and 17<sup>th</sup> at Fryrear Transfer Station
- Meeting with Deschutes County Project Wildfire
- Fire Code Violation and Correction, blocked exit at Bronco Billy's
- Fire Code Violation and Correction, LPG Fueled appliance at Ken Scott's Imagination
- Fire Code Violation and Correction, extension cords at Sisters Coffee
- Notice of Violation for Unattended Burning 371 W Cascade
- Notice of Violation for burning when burning is closed 16480 Wren Lane
- Notice of Violation for Unattended Burning 69672 Camp Polk Road
- Kitchen Inspection at 303 W Hood Street
- Fire Prevention Coop Meeting at Redmond