



## **AGENDA**

**Notice of Regular Meeting of the  
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District  
January 18, 2022 – 5 p.m.**

**Via Zoom:** <https://zoom.us/j/98261409605?pwd=RVh4M2NOUFM2L2NCLzBENUZJbDRodz09>

- 1. Open the regular meeting**
- 2. Association update/minutes**
- 3. Consent agenda**
  - a. Administrative Summary**
  - b. December 2021 Minutes of Regular Meeting**
  - c. Dashboard report**
  - d. Bank statement and reconciliations**
  - e. Operating fund summaries**
  - f. Balance sheets**
  - g. Check register**
  - h. Adjusting Journal Entries**
  - i. Ambulance Receivables**
  - j. Engine Response Report**
- 4. Correspondence**
- 5. Administration**
  - a. Resolutions**
  - b. Joint Meeting Scheduled – Sisters City Council – 3/15/22**
- 6. President's Report**
  - a. Board Vacancy**
- 7. Fire Chief Report:**
  - a. Call activity and personnel response**
- 8. Fire Safety Manager report**
- 9. Other business**
- 10. Adjourn meeting**

# Administrative Summary for Consent Agenda

## December 2021 Data

Minutes - No changes.

### Dashboard Report

- Revenue.
  - We have received a reimbursement for the SAFER Grant.
  - Ambulance receivables and property taxes are coming in as expected.
- Expenditures. All tracking within budget.
- Emergency responses. We are working to automate this process and the detailed responses for December are still being manually calculated. We hope to provide this prior to the Board meeting.

### Bank Statements and Reconciliations

#### LGIP (Local Government Investment Pool)-General Fund

- The bank and book balance for the LGIP and the Debt Service Fund are off \$36,325.39. Jefferson County Treasurer deposited the bond tax revenue into the incorrect bank. The money was physically transferred to the correct bank in January, but in the books in December in order to balance the books. The actual balance in the LGIP is \$4,090,424.01.

#### LGIP-Debt Service Fund

- The bank and book balance for the LGIP and the Debt Service Fund are off \$36,325.39. Jefferson County Treasurer deposited the bond tax revenue into the incorrect bank. The money was physically transferred to the correct bank in January, but in the books in December in order to balance the books. The actual balance in the LGIP-Debt Service Fund is \$247,769.13.

#### U.S. Bank

- Ending balance was \$113,807.21 in US Bank checking at end of December.

### Operating Fund Summaries

#### Revenue

- We received a healthy amount of donations both for Christmas and for general use.

#### Balance Sheets

- Insurance disability liability will clear with monthly AFLAC payment.

### Check Register

- Check number 13196 to Bend Heating & Sheetmetal. Fees related to Station 703 radiant heat project.
- Check number 13205 to Jacob Van Lieu. Reimbursement for fees related to accelerated EMT class in Arizona. This was compared to cost of taking course at COCC.
- Check number 13218 to Thornton Brown. Final regular payroll check.
- Check number 13219 to Roger White. Normal annual per diem direct deposit was returned and a regular paper check was paid.
- Check number 13220 to Oregon Health Authority. \*\*This check is for the federal draw down of funds for the GEMT Supplemental payment program. This check was single-signed by Kay Johnson in lieu of both Chiefs signing due to the tight turnaround and Chief availability due to other work commitments outside of Sisters when due.
- Check number 13250 to Oregon Health Authority. This is for the administrative fee related to the GEMT Supplemental payment program.

**Adjusting Journal Entries**

- Entry for transfer from Building Reserve Fund for Station 703 Radiant Heater Project.
- Entry for ambulance receivables to actual.

**Ambulance Report** - Total of 54 transports for December.

**Engine Response Report** – No new payments or charges for December.



**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**  
**December 21, 2021**

**1. Open the regular meeting**

- a. President Chuck Newport opened the regular meeting at 5:01 p.m.
  - i. Attending virtually via Zoom: President Chuck Newport, Vice President Rainey and Secretary/Treasurer McGowan. Absent Director Miller and Director White. Staff attending: Executive Assistant Julie Spor, Chief Johnson, Finance Manager Kay Johnson, Fire Medic Frutos and Captain Harrison. Public Ken Jones.

**2. Quarterly Financial Check-In**

- a. *Prior to the regular meeting, Secretary/Treasurer McGowan met virtually with Executive Assistant Spor to review a list of questions provided by the auditors relating to the finances for the District.*
- b. Director McGowan and EA Spor provided a brief overview of the check-in to the Board and highlighted two items discussed:
  - i. The District’s bank does not require two signatures for checks, but the District does as a policy require two signatures on checks. If two signatures cannot be obtained for any reason, the checks are denoted on the monthly check register and explained. An example of this was a recent situation where both primary signers (Chief Johnson and Chief Craig) were unavailable and out of the area and a check was required immediately for GEMT-related contracts. Finance Manager Kay Johnson signed the check in lieu of the Chiefs.
  - ii. EA Spor advised that the District is looking into ACH transfer options at US Bank. The District has the capability for ACH through the LGIP account, but could have used ACH through US Bank for the GEMT situation described earlier. FM Johnson is researching and will advise if changes are needed.

**3. Association Update**

- a. President Jeff Liming provided a year-end summary for the Board, which EA Spor highlighted. The Board thanked all Association members for their great work in 2021.

**4. Consent Agenda**

- a. *Unanimously approved the consent agenda as presented. Motion by Director Rainey, Director McGowan second.*
  - i. *Questions/Discussion*

1. Director McGowan inquired about the processes that take place regarding response and billing after a patient calls 911.
  - a. Chief Johnson replied from a response perspective and indicated that paramedics would respond, treat the patient and transfer care of that patient to the hospital staff. From that point, the lead paramedic would create a report for the State and that report would be marked internally to send to billing. EA Spor added that once a report is marked for billing, the outside billing agency runs a query to pull any reports meeting criteria to bill. The billing company requests insurance information from the hospital in order to bill insurance. If a patient has insurance, it is billed for them and after insurance responds, if the patient does not have FireMed, they are balance-billed. If no balance is owed, or the patient has FireMed, they will not see a bill for services.
2. Director McGowan inquired about Check #13189 to Your Care, LLC. This check is for weekly COVID testing for personnel who are unvaccinated and have received an accommodation to continue working for the District. Each test is \$102 and could cost the District up to \$500 per month.
  - a. Ken Jones inquired about the vaccination status of employees. Chief Johnson replied that employees that have received an accommodation are required by policy to have weekly testing. Currently the District has two members that fall into that category. The weekly testing is not a legal requirement, but the District's attorneys have recommended this process.

5. **Correspondence**

- a. None

6. **Administration**

- a. **Resolution 2021-2022-005.** *Unanimously approved Resolution 2021-2022-005 authorizing the expenditure of funds from the Building Reserve Fund for payment of expenses related to the Station 703 Propane Radiant Heat Project. Motion by Director Rainey, Director McGowan second.*
- b. **Joint Meeting Request.** Chief Johnson received a request from the City of Sisters City Manager to hold a joint meeting of the District's Board and the City Council for the purposes of discussing projects related to prevention and preparedness. Both the Chief and City Manager believe this will strengthen an already good relationship. The consensus of the Board was supportive of the idea. Chief Johnson will follow-up regarding dates.
- c. **GFOA Distinguished Budget Presentation Award.** Chief Johnson announced the District had received a letter announcing the District had once again received GFOA's Distinguished Budget Presentation Award. He thanked EA Spor for her hard work in the submission and noted the positive feedback received regarding the document.
- d. **Spor College Degree.** Chief Johnson also mentioned that EA Spor had just completed her Associate of Arts Oregon Transfer Degree through COCC. She and FM Johnson are continuing to work on an organizational plan related to all financial duties. Julie is

continuing her education at Eastern Oregon University to obtain her Bachelor's Degree in Accounting. She is working really hard and we are proud of her accomplishments so far.

**7. President's Report.**

- a. President Newport advised that SDAO is hosting a virtual and in-person conference in February in Eugene. This is a great opportunity for Board Members to learn about duties and responsibilities related to their role as Directors. If anyone is interested in attending, please contact Julie.
- b. Director Rainey has announced that his home in Sisters has sold, is closing today, and thus he is resigning his position on the Board effective after this meeting. A formal letter has been sent and is included in his file. Director Rainey said he really appreciates the great times, the good service, his fellow Board members, Chief Johnson and dedicated staff members. He said it was "his privilege to work with all of you and I value what I've learned." President Newport commented that a new Director would have tough shoes to fill.
  - i. In the past, the Board has reached out to some of the Budget Committee members to see if they are interested in joining the Board. The Board will work on compiling names of interested persons, make a selection and move ahead. Ken Jones expressed interest in being considered.

**8. Fire Chief Report**

- a. Chief Johnson reported on highlights of his report that was included in the packet. He also mentioned that Fire Safety Manager Green has announced his retirement from the City of Bend Fire Department as of the end of December. This will give FSM Green more time to dedicate to the Fire District.

9. No further business was discussed and the meeting adjourned at 5:47 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board

Sisters-Camp Sherman Dashboard				12/31/2021
<b>Legend</b>	Good	Watch	Neutral	
<b>Financial</b>				
	<b>2021/2022 Budget</b>	<b>2021/2022 YTD Actual</b>	<b>% of Budget</b>	<b>50%</b>
<b>Revenue</b>				
Beginning Fund Balance	\$ 1,651,842.00	\$ 1,773,634.69	107.37%	
Property Taxes Recvd.	\$ 3,037,220.00	\$ 2,892,931.21	95.25%	
Ambulance Revenue	\$ 375,000.00	\$ 226,700.28	60.45%	
GEMT Ambulance Revenue	\$ 20,000.00	\$ -	0.00%	
Fire Med Memberships	\$ 15,000.00	\$ 8,316.00	55.44%	
Grant Revenue	\$ 348,975.00	\$ 59,907.00	17.17%	
Conflagration Income	\$ 50,000.00	\$ -	0.00%	
Interest Income	\$ 23,000.00	\$ 6,919.42	30.08%	
Other	\$ 113,138.00	\$ 46,478.12	41.08%	
<b>Total YTD Revenue</b>	<b>\$ 5,634,175.00</b>	<b>\$ 5,014,886.72</b>	<b>89.01%</b>	
<b>Expenditures</b>				
Personnel	\$ 2,610,365.00	\$ 1,278,545.20	48.98%	
Materials and Services	\$ 882,798.00	\$ 278,456.08	31.54%	
Capital Outlay	\$ 170,239.00	\$ 6,207.22	3.65%	
Contingency	\$ 326,443.00	\$ -	0.00%	
Debt Service	\$ 203,095.00	\$ 11,547.25	5.69%	
<b>Total YTD Expenditures</b>	<b>\$ 4,192,940.00</b>	<b>\$ 1,574,755.75</b>	<b>37.56%</b>	
<b>Expenditures By Department</b>				
Administration	\$ 796,017.00	\$ 311,758.62	39.16%	
Operations	\$ 2,061,109.00	\$ 1,006,456.86	48.83%	
Maintenance	\$ 389,280.00	\$ 107,121.80	27.52%	
Volunteers	\$ 416,996.00	\$ 137,871.22	33.06%	
<b>Cash Balances</b>				
	<b>11/30/2021</b>	<b>12/31/2021</b>		
U.S. Bank Operating Account	\$ 57,057.52	\$ 113,807.21		
Local Govt. Invest. Pool	\$ 3,333,407.39	\$ 3,200,778.79		
Employment Reserve Fund	\$ 145,461.85	\$ 145,461.85		
Building Reserve Fund	\$ 192,511.07	\$ 182,523.07		
Equipment Reserve Fund	\$ 561,660.30	\$ 561,660.30		
Debt Service Fund	\$ 212,357.06	\$ 252,447.83		
<b>Total All Funds</b>	<b>\$ 4,502,455.19</b>	<b>\$ 4,456,679.05</b>		

<b>Legend</b>	Good	Watch	Neutral	
<b>Volunteer Activity</b>	<b>Last Month</b>	<b>Current Month</b>		
Number of Vol. Firefighters	30	34		
Number of EMS Vol.	5	6		
Number of Fire Corps Vol.	33	36		
Number of Student Vol.	6	6		
Volunteers In Training Acad.	5	0		
Volunteers in Recruitment	0	0		
<b>Emergency Responses</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Previous YTD</b>
Reported Fire-Related Calls	11	Will provide updated report prior to Board Meeting.	216	200
Confirmed Structure Fire	1		20	6
Confirmed Wildland Fire	0		39	33
Ambulance Responses	68		948	833
Ambulance Transports	40		461	411
<b>Total calls for month</b>	<b>79</b>		<b>#VALUE!</b>	<b>1164</b>
<b>Personnel Response</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Goal</b>
Volunteer Responses	193		2904	
Average Volunteer Response	2.44	#VALUE!	2.49	
Career Responses	202		2879	
Average Career Response	2.56	#VALUE!	2.47	
7 PC's initiated	18		209	75%
7 PC's Covered	4	0	119	#DIV/0!
			<b>YTD</b>	<b>57%</b>
<b>Training Hours</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to Date</b>	
Volunteer Training Hrs.	241.85	222.26	3926.80	
Career Training Hrs.	220	151.5	1693.50	
Career Certifications	0	3	9	
Volunteer Certifications	0	0	46	
<b>Employee Injuries</b>	<b>Last Month</b>	<b>Current Month</b>	<b>Year to date</b>	
Requiring Treatment	1	1	2	
Not Requiring Treatment	0	0	0	



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)  
December 31, 2021

Account: 10001080  
Bank Account Number: 153695237070

Bank Statement Balance:	157,589.34	Book Balance Previous Month:	67,057.52
Outstanding Deposits:	19.12	Total Receipts:	311,295.85
Outstanding Checks:	43,801.25	Total Disbursements:	254,546.16
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	113,807.21	Book Balance:	113,807.21

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
91	19.12						
						Total:	19.12

Deposits cleared: 45 items    Deposits Outstanding: 1 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	37,754.39	13213	2,200.00	13238	44.99	13261	46.25
7	1,984.40	13218	553.50	13239	237.41	13266	156.00
13138	13.86	13235	127.17	13252	507.00	13267	176.26
						Total:	43,801.25

Checks cleared: 89 items    Checks Outstanding: 12 items

Bank Adjustments

No bank adjustments found

Book Adjustments

No book adjustments found



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

**Business Statement**

Account Number:  
 1 538 9523 7070  
 Statement Period:  
 Dec 1, 2021  
 through  
 Dec 31, 2021  
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**INFORMATION YOU SHOULD KNOW**

**(CONTINUED)**

- **Account Access at Automated Teller Machines** section: "Non-envelope ATMs" references were removed. Additionally, ATM cutoff times were updated to 8 p.m. local time.
- **Notice of ATM/night deposit facility user** section and **Limits on transfers** section, **Security** sub-section: Transaction limits for sending and receiving money were updated to \$10,000 per day.
- **Deposits** section, **Business Account Cash Deposits** sub-section: Added language regarding requirements for processing cash deposits in the branch or the cash vault. Additionally, clarified funds availability based on where a deposit is made and how provisional credit will be handled.

Beginning February 14, 2022, a copy of the "Your Deposit Account Agreement" disclosure will be available at your local U.S. Bank branch, online at [usbank.com](http://usbank.com), or by calling 800-673-3555.  
 If you have any questions, our bankers are available to help at your local branch. You can also call us at 800-673-3555. Our business bankers are here to help 8 a.m. to 8 p.m. CT Monday through Friday and 8 a.m. to 6:30 p.m. CT on Saturday. We accept relay calls.

**GOLD BUSINESS CHECKING**

**Member FDIC**

U.S. Bank National Association

Account Number 1-538-9523-7070

**Account Summary**

	# Items	\$	
Beginning Balance on Dec 1			100,775.16
Customer Deposits	4		9,918.69
Other Deposits	36		302,975.80
Other Withdrawals	10		161,593.00-
Checks Paid	81		94,487.31-
<b>Ending Balance on Dec 31, 2021</b>		<b>\$</b>	<b>157,589.34</b>

**Customer Deposits**

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	Dec 8	8610457703	3,300.00		Dec 20	8012892615	1,672.50	
	Dec 14	8311450297	1,551.76		Dec 24	9210728643	3,394.43	
<b>Total Customer Deposits</b>							<b>\$</b>	<b>9,918.69</b>

**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Dec 1	Electronic Deposit From STRIPE REF=213340161956350N00	1800948598TRANSFER ST-A9M7B2E0S5B7	\$ 19.12
Dec 1	Electronic Deposit From Regence BCBSO- REF=213330064071300N00	1830238159HCCLAIMPMTPEPPRO0001	132.41
Dec 1	Electronic Deposit From NORIDIAN WAORAK REF=213340109932510Y00	4450173185HCCLAIMPMT1245231760	506.37
Dec 1	Electronic Deposit From iStream REF=213340182519400N00	00048999214899901	1,470.69
Dec 2	Electronic Deposit From PacificSource REF=213340159391740N00	3562420416CREDIT 3077581	92.66
Dec 2	Electronic Deposit From NORIDIAN WAORAK REF=213350043434270Y00	4450173185HCCLAIMPMT1245231760	585.07
Dec 6	Electronic Deposit From NORIDIAN WAORAK REF=213370082163250Y00	4450173185HCCLAIMPMT1245231760	884.47
Dec 6	Electronic Deposit From OREGON ST TREAS REF=213370117830750Y00	9400817099LGIP ACH 3410802	100,000.00
Dec 7	Electronic Deposit From CIGNA REF=213400139134680N00	5016014530HCCLAIMPMT202102016533098	126.59
Dec 7	Electronic Deposit From AETNA H09 REF=21337002987650N00	1086033452HCCLAIMPMT1245231760	1,218.36
Dec 8	Electronic Deposit From STRIPE REF=213410158915000N00	1800948598TRANSFER ST-V7J3N0M6W0Y9	212.72
Dec 8	Electronic Deposit From iStream REF=21341017963180N00	00048999214899901	1,365.99



Account Statement - Transaction Summary

For the Month Ending December 31, 2021

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

Asset Summary		
	December 31, 2021	November 30, 2021
Oregon LGIP	4,126,749.40	4,233,040.61
<b>Total</b>	<b>\$4,126,749.40</b>	<b>\$4,233,040.61</b>

Oregon LGIP	4,233,040.61
Opening Balance	93,708.84
Purchases	(200,000.05)
Redemptions	

Closing Balance \* **\$4,126,749.40**  
 Dividends 1,607.29

LGIP = \$ 3,200,778.79  
 EMP = 145,461.85  
 Bldg = 182,523.07  
 Equip = 501,660.30  
 \* \$4,090,424.01

Difference is \$30,325.39. Jefferson County deposited bond taxes into wrong bank. Transfer to correct error in January - in books to balance in December.

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>1-00-0-1070 LGIP Acct #4374</b>					
		11/30/2021 (11/21) Balance			3,333,407.39
CR	3	Jefferson County Bond Tax Turnover FY 21/22	17,952.37		
CR	5	Jefferson County Tax Turnover - FY 21	18,373.02		
CR	16	Jefferson County Tax Turnover	1,194.94		
CR	29	LGIP Redemption Fees		.06-	
CR	31	LGIP Dividends	1,607.29		
CR	7	Deschutes County Tax Turnover	54,581.22		
CR	19	TXFR LGIP to Checking - Payroll		100,000.00-	
CR	41	Txfr Jeff Co Bond Taxes Deposited to Wrong Bank		36,325.39-	
CRUS	12	Txfr from LGIP for Bills		100,000.00-	
JE	1	Txfr for Sta 703 Radiant Heater Project - Bend Sheet	9,988.00		
		12/31/2021 (12/21) Period Totals and Balance	103,698.84 *	236,325.44- *	3,200,778.79

**2-00-0-1070 Empl Fund**

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11/30/2021 (11/21) Balance			145,461.85
12/31/2021 (12/21) Period Totals and Balance	.00 *	.00 *	145,461.85

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**3-00-0-1070 Bldg Fund**

	11/30/2021 (11/21) Balance			192,511.07
JE	2 Txfr for Sta 703 Radiant Heater Project - Bend Sheet	9,988.00-		
	12/31/2021 (12/21) Period Totals and Balance	.00 *	9,988.00- *	182,523.07

**4-00-0-1070 Equipment Fund**

11/30/2021 (11/21) Balance			561,680.30
12/31/2021 (12/21) Period Totals and Balance	.00 *	.00 *	561,680.30

5-00-0-1075 Technology Reserve Fund

11/30/2021 (11/21) Balance			.00
12/31/2021 (12/21) Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 14 Number of accounts: 5

	Debit	Credit	Proof
Grand Totals:	103,896.84	246,313.44-	142,816.80-

Report Criteria:

Actual amounts

All accounts

Account.Account number = "10001070","20001070","30001070","40001070","50001070","50001075"



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)  
December 31, 2021

Account: 70001030

Bank Account Number: 153595237351

Bank Statement Balance:	211,443.74	Book Balance Previous Month:	207,578.36
Outstanding Deposits:	36,325.39	Total Receipts:	40,090.77
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	247,769.13	Book Balance:	247,769.13

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
42	36,325.39							
							Total:	36,325.39

Deposits cleared: 2 items    Deposits Outstanding: 1 items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 items    Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



**Account Statement - Transaction Summary**

For the Month Ending December 31, 2021

SISTERS-CAMP SHERMAN RFPD - Sisters-Camp Sherman RFPD Debt Service - 6132

Asset Summary		December 31, 2021	November 30, 2021
<b>Oregon LGIP</b>		211,443.74	207,678.36
<b>Total</b>		<b>\$211,443.74</b>	<b>\$207,678.36</b>

<b>Oregon LGIP</b>	
Opening Balance	207,678.36
Purchases	3,765.38
Redemptions	0.00

<b>Closing Balance</b>	<b>\$211,443.74</b>
Dividends	80.69

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Current Year Budget	Bal Remaining +/-	% Collected
<b>GENERAL FUND</b>							
1-01-0-40100	Property Taxes-Current	26,298.88	58,218.90	2,871,548.74	2,987,220.00	115,871.26-	98%
1-01-0-40200	Property Taxes-Prior	1,035.09	2,865.85-	21,362.47	50,000.00	28,817.53-	43%
1-01-0-41100	Ambulance Revenue	31,941.70	44,974.82	226,700.28	375,000.00	143,194.27-	82%
1-01-0-41110	GEMT Ambulance Revenu	.00	.00	.00	20,000.00	20,000.00-	.00
1-01-0-41200	Other Fees for Service	3,152.29	2,019.94	4,894.94	93,038.00	87,254.28-	8%
1-01-0-42100	Fire Med Subscriptions	1,258.75	1,122.50	8,318.00	15,000.00	6,684.00-	55%
1-01-0-43100	Interest Income	2,690.27	1,830.40	8,919.42	23,000.00	18,080.58-	30%
1-01-0-44100	Grant Revenue	.00	59,907.00	59,907.00	348,875.00	289,088.00-	17%
1-01-0-44200	Donations Received	7,444.00	5,375.00	20,535.98	10,000.00	10,535.98	205%
1-01-0-44300	Confagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	1,325.87	1,981.25	21,047.20	10,100.00	19,198.03	290%
1-01-0-49990	Beginning Working Capital	.00	.00	1,773,834.69	1,851,842.00	121,792.69	107%
<b>Total GENERAL FUND REVENUE:</b>		<b>75,148.85</b>	<b>172,743.76</b>	<b>5,014,886.72</b>	<b>5,834,175.00</b>	<b>605,043.22-</b>	<b>89%</b>
<b>GENERAL FUND Revenue Total:</b>		<b>75,148.85</b>	<b>172,743.76</b>	<b>5,014,886.72</b>	<b>5,834,175.00</b>	<b>605,043.22-</b>	<b>89%</b>
<b>Net Total GENERAL FUND:</b>		<b>75,148.85</b>	<b>172,743.76</b>	<b>5,014,886.72</b>	<b>5,834,175.00</b>	<b>605,043.22-</b>	<b>89%</b>

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Current Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	255,828.75	36,969.12	251,283.51	586,717.00	337,433.49	43%
	Total OPERATIONS DEPARTMENT:	900,440.55	137,082.37	951,480.61	1,906,402.00	954,941.39	50%
	Total MAINTENANCE DEPARTMENT:	10,001.81	1,785.50	9,422.06	26,381.00	16,936.94	36%
	Total VOLUNTEERS DEPARTMENT:	38,334.90	10,241.58	86,379.02	88,885.00	22,505.98	75%
	<b>GENERAL FUND Expenditure Total:</b>	<b>1,204,605.81</b>	<b>186,058.57</b>	<b>1,278,545.20</b>	<b>2,610,365.00</b>	<b>1,331,819.80</b>	<b>49%</b>
	<b>Net Total GENERAL FUND:</b>	<b>1,204,605.81-</b>	<b>186,058.57-</b>	<b>1,278,545.20-</b>	<b>2,610,365.00-</b>	<b>1,331,819.80-</b>	<b>49%</b>
	<b>Net Grand Totals:</b>	<b>1,204,605.81-</b>	<b>186,058.57-</b>	<b>1,278,545.20-</b>	<b>2,610,365.00-</b>	<b>1,331,819.80-</b>	<b>49%</b>

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Cur Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	78,195.35	19,379.12	60,475.11	197,951.00	137,422.14	31%
	Total OPERATIONS DEPARTMENT:	54,483.42	8,815.31	54,986.25	154,706.00	98,709.75	36%
	Total MAINTENANCE DEPARTMENT:	87,126.19	14,507.82	91,492.52	202,030.00	110,537.48	45%
	Total VOLUNTEERS DEPARTMENT:	72,328.99	15,808.28	71,492.20	328,111.00	256,618.80	22%
	<b>GENERAL FUND Expenditure Total:</b>	<b>272,131.95</b>	<b>58,310.53</b>	<b>278,456.08</b>	<b>882,798.00</b>	<b>604,288.17</b>	<b>32%</b>
	<b>Net Total GENERAL FUND:</b>	<b>272,131.95-</b>	<b>58,310.53-</b>	<b>278,456.08-</b>	<b>882,798.00-</b>	<b>604,288.17-</b>	<b>32%</b>
	<b>Net Grand Totals:</b>	<b>272,131.95-</b>	<b>58,310.53-</b>	<b>278,456.08-</b>	<b>882,798.00-</b>	<b>604,288.17-</b>	<b>32%</b>

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Current Year Budget	Variance	% of Budget
<b>GENERAL FUND</b>							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	.00	9,350.00	9,350.00	.00
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	1,162.88	.00	6,207.22	160,669.00	154,661.78	4%
	<b>GENERAL FUND Expenditure Total:</b>	<b>1,162.88</b>	<b>.00</b>	<b>6,207.22</b>	<b>170,239.00</b>	<b>164,031.78</b>	<b>4%</b>
	<b>Net Total GENERAL FUND:</b>	<b>1,162.88-</b>	<b>.00</b>	<b>6,207.22-</b>	<b>170,239.00-</b>	<b>164,031.78-</b>	<b>4%</b>
	<b>Net Grand Totals:</b>	<b>1,162.88-</b>	<b>.00</b>	<b>6,207.22-</b>	<b>170,239.00-</b>	<b>164,031.78-</b>	<b>4%</b>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
DECEMBER 31, 2021

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	3,200,778.79	
1-00-0-1080	US BANK OPERATING ACCT	113,807.21	
1-00-0-1099	PETTY CASH	85.14	
1-00-0-1120	AMBULANCE RECEIVABLES	232,205.92	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	( 118,265.14)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	71,112.89	
	<b>TOTAL ASSETS</b>		<b>3,501,724.81</b>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2180	INSURANCE/DISABILITY LIABILITY	270.90	
1-00-0-2180	MISCELLANEOUS LIABILITY	180.00	
1-00-0-2250	DEFERRED REVENUE	49,595.69	
	<b>TOTAL LIABILITIES</b>		<b>50,046.59</b>

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	( 5,834,175.00)	
	<b>UNAPPROPRIATED FUND BALANCE:</b>		
1-00-0-3900	RETAINED EARNINGS	5,834,175.00	
	REVENUE OVER EXPENDITURES - YTD	3,451,878.22	
	<b>BALANCE - CURRENT DATE</b>	<b>9,085,853.22</b>	
	<b>TOTAL FUND EQUITY</b>		<b>3,451,878.22</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<b>3,501,724.81</b>

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
DECEMBER 31, 2021

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	145,481.85	
	TOTAL ASSETS	145,481.85	145,481.85

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	922,488.00	
	UNAPPROPRIATED FUND BALANCE:		
2-00-0-3900	RETAINED EARNINGS	( 922,488.00)	
	REVENUE OVER EXPENDITURES - YTD	145,481.85	
	BALANCE - CURRENT DATE	( 777,006.15)	
	TOTAL FUND EQUITY		145,481.85
	TOTAL LIABILITIES AND EQUITY		145,481.85



SISTERS-CAMP SHERMAN  
BALANCE SHEET  
DECEMBER 31, 2021

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	182,523.07	
	TOTAL ASSETS		182,523.07

LIABILITIES AND EQUITY

FUND EQUITY

3-00-0-3120	BUILDING RESERVE	( 182,623.17)	
	UNAPPROPRIATED FUND BALANCE:		
3-00-0-3900	RETAINED EARNINGS	182,623.17	
	REVENUE OVER EXPENDITURES - YTD	182,523.07	
	BALANCE - CURRENT DATE	345,146.24	
	TOTAL FUND EQUITY		182,523.07
	TOTAL LIABILITIES AND EQUITY		182,523.07

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
DECEMBER 31, 2021

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	561,660.30	
	TOTAL ASSETS		561,660.30

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	( 668,984.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	668,984.00	
	REVENUE OVER EXPENDITURES - YTD	561,660.30	
	BALANCE - CURRENT DATE	1,430,644.30	
	TOTAL FUND EQUITY		561,660.30
	TOTAL LIABILITIES AND EQUITY		561,660.30

SISTERS-CAMP SHERMAN  
BALANCE SHEET  
DECEMBER 31, 2021

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	247,769.13	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	4,678.70	
	<b>TOTAL ASSETS</b>		<b>252,447.83</b>

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	3,399.72	
	<b>TOTAL LIABILITIES</b>		<b>3,399.72</b>

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	( 241,315.00)	
	<b>UNAPPROPRIATED FUND BALANCE:</b>		
7-00-0-3900	RETAINED EARNINGS	241,315.00	
	REVENUE OVER EXPENDITURES - YTD	249,048.11	
	<b>BALANCE - CURRENT DATE</b>	<b>490,363.11</b>	
	<b>TOTAL FUND EQUITY</b>		<b>249,048.11</b>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<b>252,447.83</b>

Check Register - December 2021

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
12/1/2021	13190	911 Supply	5.11 Job Shirts - Dark Navy Size Large	\$ 735.00
12/1/2021	13190	911 Supply	Oregon EMT Patches	\$ 149.28
12/1/2021	13191	AFLAC	AFLAC	\$ 270.90
12/1/2021	13192	Alpine Internet Solutions	Content Plan for December	\$ 395.00
12/1/2021	13193	AT&T MOBILITY	Acct: 287297124283	\$ 566.96
12/1/2021	13194	Avion Water Co Inc.	Water-703	\$ 25.62
12/1/2021	13195	Bend Broadband	Cable 703: 8224600070119276	\$ 159.83
12/1/2021	13195	Bend Broadband	Cable 701: 8224600030017578	\$ 665.50
12/1/2021	13196	Bend Heating and Sheetmetal, Inc	Installation of Radiant Heaters in Station 703 Apparatus Bays	\$ 9,988.00
12/1/2021	13197	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39347836	\$ 668.16
12/1/2021	13197	BOUND TREE MEDICAL, LLC.	EMS Order #103247132	\$ 28.90
12/1/2021	13198	Brian Helsler	Res. Vol. Mileage & Food Reimb. 9/2021	\$ 350.00
12/1/2021	13198	Brian Helsler	Res. Vol. Mileage & Food Reimb.11-2021	\$ 350.00
12/1/2021	13199	CenturyLink	Acct 5415952373171B	\$ 57.24
12/1/2021	13200	Cruise Master Prisms Inc	Awards/Plaques - Retirements: Brown, Wellington, Miller	\$ 1,115.90
12/1/2021	13201	DPSST	Criminal History Check:Ward 3420	\$ 46.23
12/1/2021	13202	High Desert Appliance Service	Service Call for dishwasher in Crew Quarters	\$ 125.00
12/1/2021	13203	Hoyt's Hardware	Airhose	\$ 38.48
12/1/2021	13204	InnerTech	IT Services: Email forwards, PW Resets, Updates to Server	\$ 108.75
12/1/2021	13205	Jacob Van Lieu	Res. Vol. Mileage & Food Reimb. November 21	\$ 350.00
12/1/2021	13205	Jacob Van Lieu	AZ EMT Class (Accelerated)	\$ 2,068.99
12/1/2021	13206	KJ Accounting	Monthly Finance Manager Services	\$ 2,000.00
12/1/2021	13207	LIFE-ASSIST	EMS ORDER# 61211978	\$ 188.25
12/1/2021	13207	LIFE-ASSIST	Replacement sager splint bag	\$ 39.10
12/1/2021	13207	LIFE-ASSIST	ET TUBE CUFF MANOMETER (50/CS)	\$ 301.50
12/1/2021	13208	Matthew Maupin	Res. Vol. Mileage & Food Reimb. September 21	\$ 350.00
12/1/2021	13209	Mission Linen Supply, Inc.	mats/rugs	\$ 49.24
12/1/2021	13210	Momentum Promo	Embroidery & 1/4 Zip Sweatshirts	\$ 362.90
12/1/2021	13211	Norco Medical Supply, Inc.	oxygen	\$ 99.55
12/1/2021	13212	OFDDA	Losap admin fee	\$ 300.00
12/1/2021	13213	OTREF	PALS Update Class 11/18/2021	\$ 2,200.00
12/1/2021	13214	Peter Renggli	Per diem Pumper Operator Class at Jefferson FD	\$ 55.00
12/1/2021	13215	Ranch Country Outhouses	Portable Toilet Rental - Locust St. Training Site	\$ 85.00
12/1/2021	13216	TATE & TATE CATERING	Employee Recognition Event - Catering	\$ 900.00
12/1/2021	13217	Terminix	Pest control services: Camp Sherman	\$ 87.00
12/1/2021	13217	Terminix	Pest control services: Elm Street	\$ 95.00
12/1/2021	13218	Thornton Brown	Final Regular Payroll 11/18/21-11/30/21	\$ 3,514.56
12/1/2021	13218	Thornton Brown	Final Regular Payroll - Employer Deferred Comp	\$ 260.46
12/1/2021	13218	Thornton Brown	Final Regular Payroll - Fire Overtime	\$ 686.44
12/1/2021	13218	Thornton Brown	Final Regular Payroll - Payroll Taxes	\$ 65.88
12/1/2021	13218	Thornton Brown	Final Regular Payroll - FWH/FICA	\$ (726.53)
12/1/2021	13218	Thornton Brown	Final Regular Payroll - SWH/OTT	\$ (269.38)
12/1/2021	13218	Thornton Brown	Final Regular Payroll - WBF	\$ (2.38)
12/7/2021	13219	Roger White	Annual Per Diem - Direct Deposit Returned (White)	\$ 553.50
12/9/2021	13220	Oregon Health Authority	2021 GEMT CCO Supplemental Payment Program - Medicaid ID 154856	\$ 9,591.45
12/13/2021	13221	Alpine Internet Solutions	Professional Management & Hosting 1-2022	\$ 85.00
12/13/2021	13222	Avery Deutz	Res. Vol. Mileage & Food Reimb. Nov 2021	\$ 350.00
12/13/2021	13223	Baxter Auto Parts Inc, Auto Parts	SW Master Disconnect	\$ 39.57
12/13/2021	13223	Baxter Auto Parts Inc, Auto Parts	VEHICLE SUPPLIES (771 DEF/AIR FILTER, ETC)	\$ 126.29
12/13/2021	13223	Baxter Auto Parts Inc, Auto Parts	Aluminum Steel Jack	\$ 174.59
12/13/2021	13223	Baxter Auto Parts Inc, Auto Parts	Tire Wet Aerosol	\$ 31.16
12/13/2021	13224	Beverly Halcon	Reimburse Booster Seat Purchased for Customer	\$ 23.27
12/13/2021	13224	Beverly Halcon	Reimburse Dessert purchased for TB Last Break	\$ 18.97
12/13/2021	13224	Beverly Halcon	Reimburse supplies for Camp Sherman Parade Bags (Prevention)	\$ 86.22
12/13/2021	13225	BOUND TREE MEDICAL, LLC.	AIRWAY KIT FOR TRAINING	\$ 376.99
12/13/2021	13225	BOUND TREE MEDICAL, LLC.	IV solution - lactated ringers	\$ 70.92
12/13/2021	13225	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39354185	\$ 262.25
12/13/2021	13225	BOUND TREE MEDICAL, LLC.	EMS ORDER# 39354180	\$ 420.56
12/13/2021	13226	C & K Market	Breakfast for Case Reviews	\$ 40.76
12/13/2021	13227	Cascade Fire Equipment	Rubber hose trays	\$ 104.64
12/13/2021	13228	Caselle, Inc.	Contract support charges 01/2022	\$ 343.00
12/13/2021	13229	DMV	dmv record Check	\$ 12.00
12/13/2021	13229	DMV	DMV Record Check - Accident Report	\$ 17.00
12/13/2021	13230	Ed Staub & Sons Propane	Propane- Elm Street	\$ 489.25
12/13/2021	13230	Ed Staub & Sons Propane	Propane- Elm Street	\$ 397.27
12/13/2021	13230	Ed Staub & Sons Propane	Propane - 704	\$ 474.35
12/13/2021	13231	Flowers By Deanna	Flowers - Moyer	\$ 81.00
12/13/2021	13231	Flowers By Deanna	Flowers - Heather Miller - Employee Rec Evant	\$ 55.00
12/13/2021	13232	Government Ethics Commission	Gov Ethics Assessment FY 22	\$ 548.82
12/13/2021	13233	Local Government Law Group, P.C.	Receipt & Review of Audit Letter	\$ 24.50
12/13/2021	13234	Momentum Promo	Embroidery: Lombardo, Pieper, Spelatz, Smith, Meredith, Lamalta	\$ 214.50
12/13/2021	13235	Northwest Safety Clean	Nameplates - Snow & White	\$ 127.17
12/13/2021	13236	Pac Office Automation - Lease	Contract #500-50016158 & Doc Fee	\$ 290.00
12/13/2021	13237	Paladin Background Screening	Nationwide Criminal Check: Pieper, Kizlar, OBrien	\$ 92.00
12/13/2021	13238	Pat Lenahan	Reimburse supplies purchased for Incident Support Unit decal removal	\$ 44.99

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
12/13/2021	13239		Misc. Office Supplies: pens, pencils, dividers, cash box.	\$ 237.41
12/13/2021	13240	Rachel Ulm	Res. Vol. Mileage & Food Reimb. 12/21	\$ 600.00
12/13/2021	13241	Republic Services	Disposal Services - Elm Street	\$ 34.38
12/13/2021	13241	Republic Services	Disposal Services - Buffalo Drive	\$ 18.46
12/13/2021	13242	SDIS	Admin Health Insurance	\$ 3,671.84
12/13/2021	13243	Sisters-Camp Sherman F&A Assn.	Donation - Jones - Christmas	\$ 200.00
12/13/2021	13243	Sisters-Camp Sherman F&A Assn.	Donation - Freund, Leep, Lange - General	\$ 1,150.00
12/13/2021	13243	Sisters-Camp Sherman F&A Assn.	Donation - Shep of Hills - Comm. Asst. Fund	\$ 250.00
12/13/2021	13243	Sisters-Camp Sherman F&A Assn.	Donation - Net for Good, Blackburn, Elliott - General	\$ 708.08
12/13/2021	13243	Sisters-Camp Sherman F&A Assn.	Donation - Laney, DeLapoe, Landwehr, Blain, Boeschen - Christmas	\$ 3,300.00
12/13/2021	13244	STRYKER	LUCAS ANNUAL SERVICE AGREEMENT	\$ 2,141.76
12/13/2021	13245	Systems Design	EMS Billing & Postage - November 2021	\$ 897.70
12/13/2021	13246	Treasure Valley Coffee	water & cooler rental	\$ 147.00
12/13/2021	13247	WCP Solutions	Woodland White Folding Towels	\$ 102.00
12/13/2021	13248	Wilson-Helgood & Associates,	Installment Pmt Life Insurance Poi#PRCO92824OR10091	\$ 96.00
12/13/2021	13248	Wilson-Helgood & Associates,	Installment Pmt Life Insurance Poi#PRCO92824OR10091	\$ 480.00
12/13/2021	13248	Wilson-Helgood & Associates,	Installment Pmt Life Insurance Poi#PRCO92824OR10091	\$ 2,007.00
12/13/2021	13249	Your Care, LLC	Van Lieu - Weekly COVID Testing Fees - 11/3, 11/9, 11/15, 11/21, 11/27	\$ 510.00
12/13/2021	13249	Your Care, LLC	Ward - Weekly COVID Testing Fees - 11/7, 11/13, 11/19, 11/27	\$ 408.00
12/13/2021	13249	Your Care, LLC	Brown - Weekly COVID Testing Fees - 11/4, 11/9, 11/15, 11/20, 11/27	\$ 510.00
12/13/2021	13249	Your Care, LLC	Fit for Duty Physical - Frutos	\$ 607.00
12/15/2021	13250	Oregon Health Authority	Admin Fee - 2021 GEMT CCO Supplemental Payment Program - Medicaid ID 154856	\$ 1,918.29
12/15/2021	13251	SDIS	Operations Health Insurance	\$ 17,798.27
12/15/2021	13251	SDIS	Operations Life, ST/LTD	\$ 732.90
12/15/2021	13251	SDIS	Ins/Disability - Orthodontia pass through	\$ 107.49
12/15/2021	13251	SDIS	Admin Life, ST/LTD	\$ 146.58
12/15/2021	13252	STURM Elevator Inc	Update State Logs on Wheelchair Lift	\$ 507.00
12/21/2021	13254	911 Supply	5.11 Job Shirts	\$ 801.00
12/21/2021	13255	Ace Hardware, Inc.	Fire sign supplies	\$ 5.33
12/21/2021	13255	Ace Hardware, Inc.	Adhesive for stair tread to mezzanine (repair)	\$ 3.30
12/21/2021	13255	Ace Hardware, Inc.	Vehicle supplies: car wash brush handle, shop duct tape	\$ 11.57
12/21/2021	13255	Ace Hardware, Inc.	Mechanics tools	\$ 92.10
12/21/2021	13255	Ace Hardware, Inc.	Hose car heater and clamp	\$ 15.61
12/21/2021	13255	Ace Hardware, Inc.	hardware	\$ 0.78
12/21/2021	13255	Ace Hardware, Inc.	Timer for Christmas Lights	\$ 21.15
12/21/2021	13255	Ace Hardware, Inc.	knox box switch lock cylinder lubricant	\$ 12.87
12/21/2021	13255	Ace Hardware, Inc.	Deck screws	\$ 12.87
12/21/2021	13256	Avion Water Co Inc.	Water-703	\$ 25.57
12/21/2021	13257	BI-Mart Corporation	mechanic's tools: screwdrivers, wrench, pliers	\$ 30.05
12/21/2021	13257	BI-Mart Corporation	Facilities Supplies: cell phone cable and glass lids	\$ 91.95
12/21/2021	13257	BI-Mart Corporation	SODA FOR POP MACHINE (PLUS DEPOSIT)	\$ 255.36
12/21/2021	13258	Cascade Fire Equipment	Bunker Boots - Cramer	\$ 177.87
12/21/2021	13259	CEC, INC	electric - Elm Street	\$ 2,177.09
12/21/2021	13259	CEC, INC	electric - buffalo	\$ 175.12
12/21/2021	13259	CEC, INC	electric - larist	\$ 46.75
12/21/2021	13259	CEC, INC	electric - Camp Sherman	\$ 120.38
12/21/2021	13260	City of Sisters	04-6392-00 Elm St.	\$ 285.85
12/21/2021	13261	DPSST	Criminal History Check - Needles	\$ 46.25
12/21/2021	13262	Ed Staub & Sons Propane	Fuel	\$ 1,621.10
12/21/2021	13262	Ed Staub & Sons Propane	15W40 ENGINE OIL (55GAL DRUM)	\$ 851.97
12/21/2021	13263	Ernest Halcon	Battery Charger - Rehab Vehicle	\$ 35.99
12/21/2021	13263	Ernest Halcon	Adhesive Eraser Rehab Vehicle	\$ 88.54
12/21/2021	13263	Ernest Halcon	Cups for TB Retirement Party	\$ 12.94
12/21/2021	13264	KJ Accounting	Monthly Finance Manager Services - December 2021	\$ 2,000.00
12/21/2021	13265	L.N. Curtis and Sons	Seal replacement kit	\$ 107.38
12/21/2021	13266	Momentum Promo	Embroidery: Kizzler, Logan, Needles	\$ 104.00
12/21/2021	13266	Momentum Promo	Embroidery - Marr/Waters	\$ 52.00
12/21/2021	13267	Northwest Safety Clean	Turnout repairs/maintenance	\$ 176.26
12/21/2021	13268	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$ 8.85
12/21/2021	13268	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$ 58.08
12/21/2021	13269	Pony Express, Inc.	Shipping for PALS Instructor Test	\$ 21.33
12/21/2021	13270	Sisters Rental	Forklift Rental for Christmas Lights Installation	\$ 484.85
12/21/2021	13271	Tewalt & Sons, Inc.	snow plowing per contract - Station 701 (12/15/21)	\$ 221.25
12/27/2021	700008	US Bank - Visa	DYSON VACUUM (COSTCO)	\$ 349.99
12/27/2021	700008	US Bank - Visa	Label tape for marking tools on apparatus	\$ 36.58
12/27/2021	700008	US Bank - Visa	Emergency resilience	\$ 39.00
12/27/2021	700008	US Bank - Visa	DVR Adapter 703	\$ 20.70
12/27/2021	700008	US Bank - Visa	Fire Corps working dinner	\$ 61.98
12/27/2021	700008	US Bank - Visa	Meredith Training Class	\$ 195.00
12/27/2021	700008	US Bank - Visa	Crushed Ice for employee recognition event	\$ 16.14
12/27/2021	700008	US Bank - Visa	Passport tags PPE	\$ 14.00
12/27/2021	700008	US Bank - Visa	Fuel Shell in Salem - OSFM Hiring Process	\$ 26.16
12/27/2021	700008	US Bank - Visa	Adobe software subscription	\$ 19.99
12/27/2021	700008	US Bank - Visa	Photo Books - Albums Retirement Gifts	\$ 168.60
12/27/2021	700008	US Bank - Visa	Eyewash maintenance cards	\$ 34.18
12/27/2021	700008	US Bank - Visa	Community xmas dinner supplies	\$ 410.74

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
12/27/2021	700008	US Bank - Visa	Ipad adapters	\$ 57.25
12/27/2021	700008	US Bank - Visa	Supplies for events	\$ 207.90
12/27/2021	700008	US Bank - Visa	Lunch for Blue Card training	\$ 123.30
12/27/2021	700008	US Bank - Visa	Spor Transcript and Winter Term Books EOU	\$ 437.09
12/27/2021	700008	US Bank - Visa	Chain plates for vehicles	\$ 255.22
12/27/2021	700008	US Bank - Visa	Liquid springs	\$ 634.49
12/27/2021	700008	US Bank - Visa	Blalous Remote work subscription	\$ 44.00
12/27/2021	700008	US Bank - Visa	Lube filters - ambulances	\$ 65.58

\* One signature due to two signers being unavailable. Signed by KI.

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
12/31/2021	1	Txfr for Sta 703 Radiant Heater Project - B	1-00-0-1070	LGIP Acct #4374	9,988.00	
12/31/2021	2	Txfr for Sta 703 Radiant Heater Project - B	3-00-0-1070	Bldg Fund	.00	9,988.00-
12/31/2021	3	Amb Receivables to Actual	1-00-0-1120	Ambulance Receivables	7,870.58	
12/31/2021	4	Amb Receivables to Actual	1-00-0-1180	Allowance for Uncollectible Am	.00	3,835.28-
12/31/2021	5	Amb Receivables to Actual	1-01-0-41100	Ambulance Revenue	.00	3,835.30-
Total JOURNAL ENTRIES (JE):					<u>17,858.59</u>	<u>17,658.59-</u>

References: 5 Transactions: 5

Grand Totals:

17,858.59      17,658.59-

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

## Ambulance Receivable as of December 31, 2021

	<u>SystDes</u>
Beginning Ambulance Receivable	224,535.33
Payments received	41,139.32
Adjustments	55,934.09
New Charges	104,744.00
<b>ENDING Ambulance Receivable</b>	<b><u>232,205.92</u></b>

**Total # of Transports** **54**

### Adjustments

Medicare/Medicaid	55,934.09
Collection	-
Bankruptcy/Other Writeoff	-
FireMed	-
<b>Total Adjustments</b>	<b><u>55,934.09</u></b>

### Outstanding Accounts By Age

CURRENT	148,134.00
31 to 60 days	38,662.57
61 to 90 days	21,545.07
91 to 120 days	4,252.20
OVER 120 days	19,612.08
<b>Total Outstanding as of 12/31/2021</b>	<b><u>232,205.92</u></b>



## Engine Response Billing as of December 31, 2021

<b>Beginning Engine Response Rec</b>	<b>2,550.00</b>		
<b>Payments received</b>	-		
<b>Adjustments</b>	-		
<b>New Charges</b>	-		
<b>ENDING Engine Response Rec</b>	<b>2,550.00</b>		
Total # Billed in 2018/19			18
Total # Billed in 2019/20			7
Total # Billed in 2020/21			12
<b>Total # Billed in 2021/22</b>	<b>0</b>		
Total Billed 2018/19		\$	5,259.38
Total Billed 2019/20		\$	2,437.50
Total Billed 2020/21		\$	2,700.00
<b>Total Billed in 2021/22</b>	<b>\$ -</b>		
Total Received 2018/19		\$	3,209.38
Total Received 2019/20		\$	1,125.00
Total Received 2020/21			1,975.00
<b>Total Received 2021/22</b>	<b>\$ -</b>		
2018/19 % Collected			61%
2019/20 % Collected			46%
2020/21 % Collected			73%
<b>2021/22 % Collected to Date</b>	<b>0%</b>		

**FIRE CHIEF'S REPORT  
MONTH-JANUARY, 2022**

**I. FIRE ACTIVITY STATUS:**

There are no fires currently threatening Central Oregon.

**II. NOTEWORTHY OPERATIONAL EVENTS:**

We responded to a structure fire in Camp Sherman in the past 30 days on Metke Lane. Due to the extent of damage to the building a specific cause was not identified. The Office of State Fire Marshal investigated the cause of the fire.

We have concerns related to the continued spread of the COVID-19 Virus and how it may impact our operational capacity. We have implemented enhanced protective measures in an effort to mitigate these risks.

**III. COMMUNITY SERVICE EVENTS/ MEETINGS:**

1. I attended the following meetings and community events in the past 30 days.

- a. Sisters Fire District all career staff monthly meeting.
- b. Or-Alert alerts and warnings meetings.
- c. Multiple legislative coordination meetings with OSFM and OFCA lobbyist.
- d. Oregon Fire Chiefs Association monthly meeting.
- e. Oregon Mobilization Plan update meetings.
- f. Red Cross coordination meeting with Director McGowan.
- g. Shake Alert and Alert Wildfire coordination meeting.
- h. Wui Rule Advisory Committee meetings.
- i. State Interoperability Executive Committee meetings.
- j. Central Oregon Fire Chiefs meeting.
- k. Sisters Vision Implementation Team meeting.
- l. Western Fire Chiefs Wildfire Policy Committee meeting.
- m. Jefferson County Community Wildfire Protection Plan meeting.
- n. Shift Commanders meeting.

**IV. SPECIAL PROJECTS UPDATE:**

1. Staff are focusing efforts on our organizational goals for the year and end of the year projects. Several projects rely on collection of annual response data, which will be available at the end of the month.
2. We have scheduled our annual awards banquet for April 2, 2022.

3. We received the following notification from CMS regarding our ambulance service. We have responded to the request and are now determining whether or not we have the capacity to complete this work internally or whether we will need to hire a contractor to assist the fire district.

SISTERS RURAL FIRE PROTECTION DISTRICT  
ROGER JOHNSON  
PO BOX 1509  
SISTERS, OR 97759-1509

Dear Ambulance Provider or Supplier,

In accordance with section 1834(l)(17) of the Social Security Act the Centers for Medicare and Medicaid Services (CMS) is collecting cost, revenue, utilization and other information from ground ambulance organizations to determine if Medicare payments for ground ambulance services are adequate. CMS has developed the Medicare Ground Ambulance Data Collection System (GADCS) to collect this information. Details regarding this system can be found in the Calendar Year (CY) 2020 Medicare Physician Fee Schedule Final Rule (84 FR 62863).

**CMS randomly selected the National Provider Identifier (NPI) listed below to collect and report information to the GADCS. Your organization's participation is required by law.**

Organization Name: **SISTERS RURAL FIRE PROTECTION DISTRICT**  
NPI: **1245231760**

Your organization must collect information over a continuous 12-month data collection period starting in 2022. You must report this information within 5 months after your organization's data collection period ends. CMS is allowing organizations to choose a 12-month data collection period that coincides with either calendar year 2022 (starting January 1, 2022) or, if applicable, with your organization's annual accounting period (such as a fiscal year) starting in 2022.

**Your organization must respond to this notification letter by submitting certain information within 30 days of receiving this notification, as required under 42 CFR § 414.626(b)(1). You must submit:**

- 1.) Confirmation of receipt of this letter;
- 2.) The start date for your organization's 12-month data collection period in 2022;  
and
- 3.) Contact information for individuals at your organization that CMS should contact regarding the GADCS.

CMS' contractor, Palmetto GBA, has developed a web-based platform to collect the required information. Please submit this information to:  
[www.palmettogba.com/GADCS\\_initial\\_submission](http://www.palmettogba.com/GADCS_initial_submission)

**You must submit this initial information within 30 days of receiving this notification in order for your response to this initial requirement to report to be considered sufficient.** Ground ambulance organizations that have been selected to participate but fail to adequately report the required information within 5 months after their data collection period ends will receive written notification from CMS that they will be subject to a 10 percent reduction in their Medicare payments for a one-year period. Hardship exemptions can be requested after the ground ambulance organization receives notification that it will be subject to the payment reduction, as a result of not sufficiently submitting information under the data collection system, but we are only authorized to grant exemptions due to a significant hardship, such as a natural disaster, bankruptcy, or other similar situation that interfered with your organization's ability to submit the required data under the data collection system.

**At this time, your organization only needs to submit contact information and the start date of your 12-month data collection period as described above.** Your organization will submit cost, revenue, utilization, and other information to CMS via a web-based Medicare Ground Ambulance Data Collection System starting in 2023.

You can find documentation and resources related to the GADCS, including a Frequently Asked Question (FAQ) document, Quick Reference Guide, prior webinar presentations, and a schedule of future presentation and educational activities, at the CMS' Ambulances Services Center website (<https://www.cms.gov/Center/Provider-Type/Ambulances-Services-Center>).

**You can call 1-833-796-0709 if you have problems with this collection website.** You can email questions related to the ground ambulance data collection to the CMS' ambulance data collection mailbox: ([AmbulanceDataCollection@cms.hhs.gov](mailto:AmbulanceDataCollection@cms.hhs.gov)).

Noridian and CMS recognize that participating in this statutorily-mandated ground ambulance data collection will entail an investment of time and effort on your part and on the part of your staff. Thank you in advance for your participation in this important data collection activity.

Sincerely,

Elizabeth Barton, Operations Coordinator  
Noridian Provider Outreach and Education (POE)  
NORIDIAN HEALTHCARE SOLUTIONS LLC, FARGO

**noridian**  
Healthcare Solutions

4. The Jefferson County Community Wildfire Protection Plan should be completed by February. The plan will include Camp Sherman this year, which will open up grant funding for fuels reduction projects.

5. I will provide an updated COVID-19 report during the meeting.

6. VOLUNTEER STATUS:

We are preparing for a spring volunteer recruit academy. The District hosts academies in the spring and fall of each year. We currently have one person planning to attend the academy and several others interested.

We are beginning the recruitment process for Resident Volunteer Firefighters for next school year. We are anticipating 2-3 openings and have several people reaching out to learn about our program.

We are considering starting a new Resident Volunteer/Prevention program with one student next year. The position would pursue an degree in fire prevention and would assist Doug Green in the prevention division as part of their education.

VI. OTHER:



## **Community Risk & Fire Safety Manager Report**

**December 2021**

### **Pub Education Report & Fire Corps:**

- Fire Corps held its first In person meeting in December
- The Fire Corps continues to stay busy providing smoke alarm installs and home safety inspections.
- Fire Corp continued the tradition of assisting with the Christmas celebration at the Fire Station
- Attached are the Fire Corps hours for December as an example of their amazing commitment to the Sisters community.

### **Public Event Permit Applications Review:**

- 2 new public event applications reviewed
- Meeting with City of Sisters for 2022 plan of public event reviews

### **New Construction Plan Review**

- 3 County land use reviews
- 4 City of Sisters land use review
- Pre-app of a new hangar at the airport
- 2 Conditional Use applications

- 1 residential structure in FU zoned areas.

**Other Fire Safety & Prevention Duties:**

- Bend River Window and Door consult
- Suttle Lodge consult follow up
- 1 Temporary Emergency Shelter inspections
- Rural access questions
- Fire Department annual Inspections
- Continued wildfire mitigation questions
- 2 pre-apps for new businesses
- Hydrant connection follow-ups
- Continued occupancy load on-site visits and inquires due to updated changes in Covid restrictions
- Meeting with COIC regarding grant work for Camp Sherman residents for 2022
- Follow up on NOV's
- Project Wildfire Monthly Meeting.
- Follow-up a several code and citizen complaints.
- Know Box gate questions in Cloverdale