



AGENDA

Notice of Regular of the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District

July 19 – 5:00 p.m.

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

- 1. Open the Regular Meeting**
- 2. Consent agenda**
 - a. Administrative Summary**
 - b. June 2022 Minutes of Regular Meeting**
 - c. June 2022 Minutes of Budget Hearing**
 - 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**
 - k. Safety Committee Meeting Minutes**
 - l. Association Meeting Minutes**
- 3. Correspondence**
- 4. Administration**
 - a. Goal Tracker Update 21/22**
 - i. New Draft Dashboard**
 - b. Station 703 Rename Discussion**
 - c. Wildfire Risk Map Update**
- 5. President's Report**
 - a. Update on Chief Johnson Performance Review**
 - b. SDAO Board Training**
- 6. Fire Chief Report**
- 7. Fire Safety Manager report**
- 8. Other business**
- 9. Adjourn meeting**

CONSENT AGENDA

Administrative Summary for Consent Agenda

June 2022 Data

Minutes - No changes.

Revenue & Expenditure Dashboard Report

- New format. End of the year revenue exceeded target goal. Expenditures for the year came in under budget.

Operations Overview Dashboard Report

- New format. Total calls for the first six months of the year are up 3 calls over last year at the same time (637 in 2022 vs. 634 in 2021).

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balances with the bank and totals \$3,167,640.52 at the end of June. The interest rate increased to 0.93%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$69,889.85.

U.S. Bank

- Total sum of funds in US Bank checking at end of June balances with the bank and totals \$76,530.58. **A fraudulent electronic withdrawal was discovered during the monthly reconciliation process. The charge was to WEX Inc. in the amount of \$7,533.08. Finance Manager Kay Johnson was alerted and immediately contacted US Bank. The bank is investigating and Julie and Kay are working with the bank to add additional security measures to the US Bank Account and office procedures to include a daily check of the online system and creating an authorized list of agencies allowed to perform automatic withdrawals from the account. An update will be provided next month.*

Operating Fund Summaries

Revenue

- Revenue received exceeded budget in property taxes, ambulance receivables, GEMT, and donations.

Expenditures

- All departments finished out the year under budget.

Balance Sheets

- Accounts Receivable liability includes a bath of June invoices that were paid out in July.
- PERS liability includes a portion of Fire Safety Manager PERS wages due to his recent retirement and re-hire in the PERS system and should clear in the coming months when the system reflects his current status.

Check Register

- Check number 13396 to DPSST. Voided due to no payment required for a set of fingerprints we sent in.
- Check numbers 13661/13673/13680/13687/13700/13707/13708/13709/13722/13724/13728 to various career staff. Annual cell phone reimbursements per policy.
- Check number 13712 to Hughes Fire Equipment. Repair to the pump seal on the engine.
- Check number 13718 to National Testing Network. Payment for background investigation services for new firefighter/paramedic.

- Check number 13721 to OFDDA. District and SAFER Grant funds for length of service award plan contributions for 2021 for qualifying volunteer personnel.
- Check number 700010 to Systems Design. This was an invoice that was reversed due to a journal code change in the accounting system. It was changed from an AP journal to a CD journal to clear the bank reconciliation.

Adjusting Journal Entries

- Entry for ambulance receivables to actual.
- Entries for annual transfers to reserve funds.
- Transfer from Equipment Reserve Fund for Hose Bed Cover 726.

Ambulance Report - Total of 31 transports for June.

Engine Response Report – No new charges or payments in June.



**Minutes of the Regular Meeting and Budget Hearing of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
June 21, 2022 – 5:00 p.m.**

1. Board President Chuck Newport open the Budget Hearing at 5 p.m.
 - a. Board Attending: President Newport, Vice President Miller, Secretary/Treasurer McGowan, Director Schulz and Director Sutton.
 - b. Staff Attending: Fire Chief Roger Johnson, Executive Assistant Julie Spor and Fire Safety Manager Doug Green.
 - c. No public was in attendance either in person or remotely and therefore no public comments were received.
 - d. ***Unanimously approved the adoption of the Fiscal Year 2022-2023 Budget as presented in the amount of \$9,136,114 for General Fund, Employment Reserve Fund, Building Reserve Fund, Equipment Reserve Fund and Debt Service Funds and imposes and categorizes taxes at the rate of \$2.7317 per \$1,000 of assessed value for operations; and in the amount of \$218,468 for bonds. Motion by Secretary/Treasurer McGowan, Director Schulz second.***
2. The Budget Hearing was closed at 5:02 p.m. and Director Newport opened the Regular Meeting.
 - a. The April and May 2022 Association Meeting Minutes were presented for review with no questions.
3. Consent agenda
 - a. ***Unanimously approved the Consent Agenda as presented. Motion by Secretary/Treasurer McGowan, Vice President Miller second.***
 - i. Administrative Summary – No questions.
 - ii. May 2022 Minutes of Regular Meeting – No questions or changes.
 - iii. May 2022 Minutes of Budget Committee Meeting – No questions or changes.
 - iv. Dashboard report – No questions.
 - v. Bank statement and reconciliations – No questions.
 - vi. Operating fund summaries – No questions.
 - vii. Balance sheets – No questions.
 - viii. Check register
 1. By way of background, and to bring the new Board Members more information on the District's Physician Advisor and his services, Secretary/Treasurer McGowan asked Chief Johnson to discuss check number 13589 to Dr. Rosenberg. Chief Johnson stated Dr. Rosenberg is the Physician Advisor for the District. The medical staff at the fire district is required to work under the license of a physician. Dr. Rosenberg has been a tremendous partner to the District, reviews EMS charts, protocols and we have a great relationship with him. He receives a small annual wage (\$4,000) for his work.
 - ix. Adjusting Journal Entries – No questions.
 - x. Ambulance Receivables – No questions.

The meeting location is accessible to persons with disabilities. A request for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. Call 541-549-0771.

- xi. Engine Response Report – No questions.
 - xii. Safety Committee Meeting Minutes – No questions.
4. Correspondence
- a. Received Thank You Letters from Ridgway/Carter, Sheila: Wilt Road, Matos and American Legion Post 86.
5. Administration
- a. Community Wildfire Preparedness Meeting
 - i. Chief Johnson reported the meeting didn't have a great turnout, but the information presented was received really well. After the meeting, staff discussed options on how to market the meeting better.
 - b. MOU Discussion: Citizens 4 Community
 - i. Chief Johnson reported that the Fire District participates and leads as a partner in Sisters Visioning process. The group received grant funds to manage the process for a few years. Now Citizens 4 Community is facilitating the process and needed to generate some funds to keep the process moving forward. The MOU reflects the partnership between the District and C4C, and as a partner, the District has budgeted and agreed to contribute some funds towards the Visioning process.
 - 1. ***Unanimously approved Chief Johnson signing the MOU between Citizens 4 Community and the Fire District and to contribute funds as budgeted for the Sisters Visioning Project. Motion by Secretary/Treasurer McGowan, second Director Sutton.***
 - c. ***Unanimously approved Resolution 2021-2022-009 Transferring Funds from General Fund to Reserve Funds. Motion by Vice President Miller, Director Schulz second.***
 - d. ***Unanimously approved Resolution 2021-2022-010 Authorizing the Fire Chief to sign Grant Agreement 2022-WFS-043 to receive unanticipated grant revenue in the amount of \$35,000 from the Oregon Office of State Fire Marshal. Motion by Vice President Miller, Director Schulz second.*** This grant is for enhanced staffing as a result of Senate Bill 762 to hire six people from July 1 through September 30 up to a maximum of \$35,000.
 - e. ***Unanimously approved Staff Report SR-21-10 declaring all equipment listed in attached document as surplus property and making requested donations as stipulated in the Staff Report. Motion by Secretary/Treasurer McGowan, Director Sutton second.*** Chief Johnson/Chief Craig will check with the District's legal counsel to review the District's surplus policy and determine whether or not it's ok to pursue opportunities to share of surplus equipment with other agencies.
6. President Newport had nothing for the President's Report.
7. Fire Chief Report
- a. Chief Johnson provided a written report to the Board and highlighted the District has not had any wildfires by the end of June, staff is busy with end-of-year projects, new firefighter/paramedic is starting shift on July 5 and the wildfire risk map will be out within the next ten days.
8. Fire Safety Manager Report
- a. Fire Safety Manager Green provided a written report to the Board. Secretary/Treasurer McGowan inquired about the District's role in educating long-term campers in the forest regarding wildfire issues. Chief Johnson replied we work closely with the USFS and DCSO on these issues, but it is not in the District's purview to deal with the legal issues of those types of things.

9. Other Business

- a. EA Spor reminded President Newport that the Fire Chief is due for his performance evaluation. President Newport will put together a committee to begin the process and will update at the July Board Meeting.

No further business was discussed and the meeting adjourned.

Respectfully submitted,

Julie Spor, Clerk of the Board

Prior to the Board meeting, Executive Assistant Spor met with Secretary/Treasurer McGowan to perform the Quarterly Financial Questionnaire required by the District's auditor. A list of 15 questions were asked and the following items were highlighted: Question number 4 regarding whether or not all payroll reports being filed and all payroll liabilities paid timely included a note from EA Spor that Fire Safety Manager Green's retirement within the PERS system was still not finalized and therefore some PERS liabilities have still not cleared. She indicated this was a PERS issue. EA Spor also said that during the last quarter, the Finance Manager had approved a change adding EA Spor as the primary contact for the LGIP account as a part of the transition of duties. The Office Assistant is back to working half-time and therefore segregation of duties has been improved. Question #11 response included a note that the District's IT professional has reviewed the IT security for the District. Question #13 included a note regarding the District's anticipation of receiving \$35,000 in OFSM grant funding for enhanced summer staffing.

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)
June 30, 2022

Account: 10001080
Bank Account Number: 163695237070

Bank Statement Balance:	193,883.19	Book Balance Previous Month:	132,648.62
Outstanding Deposits:	57.36	Total Receipts:	264,409.92
Outstanding Checks:	124,743.05	Total Disbursements:	320,527.96
Bank Adjustments:	7,533.08	Book Adjustments:	.00
Bank Balance:	76,530.58	Book Balance:	76,530.58

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
142	19.12	145	19.12	148	19.12			
							Total:	57.36

Deposits cleared: 68 items Deposits Outstanding: 3 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	39,636.50	13640	117.00	13703	159.22	13723	91.99
13261	48.25	13652	10,000.00	13707	800.00	13724	800.00
13437	27,439.60	13674	85.00	13708	800.00	13726	800.00
13589	4,000.00	13676	164.99	13709	800.00		
13604	430.00	13684	5,609.50	13721	33,000.00	Total:	124,743.05
13638	300.00	13686	61.00	13722	800.00		

Checks cleared: 104 items Checks Outstanding: 21 items

Bank Adjustments

Description	Amount	Description	Amount
Flagged fraud charge (ACH withdrawal fr	7,533.08		
		Total:	7,533.08

Book Adjustments

No book adjustments found!



Business Statement

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

Account Number:
1 536 9523 7070
Statement Period:
Jun 1, 2022
through
Jun 30, 2022

3233 IMG S Y ST01

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000000495 03 AB 0.461 000638238175341 P Y
SISTERS-CAMP SHERMAN RURAL
FIRE PROTECTION DISTRICT
OPERATING FUND
PO BOX 1509
SISTERS OR 97759-1509

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GOLD BUSINESS CHECKING

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U.S. Bank National Association

Account Number 1-536-9523-7070

Account Summary

	# Items	\$	
Beginning Balance on Jun 1		\$	164,997.46
Customer Deposits	4		9,265.73
Other Deposits	47		255,165.95
Other Withdrawals	9		156,031.55-
Checks Paid	93		79,714.40-
Ending Balance on Jun 30, 2022		\$	193,683.19

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	Jun 2	8914109533	6,773.23 ✓		Jun 24	9213525797	1,702.50 ✓	
	Jun 15	8613486483	50.00 ✓		Jun 30	8912866572	740.00 ✓	
Total Customer Deposits							\$	9,265.73

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Jun 1	Electronic Deposit REF=221510153618010N00	From STRIPE 1800948598TRANSFER ST-A8X0G9N0N6H9	\$ 19.12 ✓
Jun 1	Electronic Deposit REF=221520031486470N00	From PNP BILLPAYMENT 33330832405272SETT8062	97.05 ✓
Jun 1	Electronic Deposit REF=221520031486050N00	From PNP BILLPAYMENT 333308324052622SETT8062	291.15 ✓
Jun 1	Electronic Deposit REF=221520031486050N00	From PNP BILLPAYMENT 333308324052622SETT8062	872.30 ✓
Jun 2	Electronic Deposit REF=221520112077860N00	From STRIPE 1800948598TRANSFER ST-Z8I8G9S3T2I8	38.24 ✓
Jun 2	Electronic Deposit REF=221510155203840N00	From PacificSource 35004204180CREDIT 3877881	964.99 ✓
Jun 2	Electronic Deposit REF=221520058314160Y00	From NORIDIAN WAORAK 9262326076HCCLAIMPMT1245231780	1,730.16 ✓
Jun 2	Electronic Deposit REF=221520152339890N00	From Stream 00048999914899991	7,019.24 ✓
Jun 3	Electronic Deposit REF=221530140309690N00	From STRIPE 1800948598TRANSFER ST-D2C8M7A2H7Z5	19.12 ✓



Account Statement - Transaction Summary

For the Month Ending June 30, 2022

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

Oregon LGIP	
Opening Balance	3,197,821.29
Purchases	69,819.33
Redemptions	(100,000.10)

Closing Balance	\$3,167,640.52
Dividends	2,478.99

Asset Summary		
	June 30, 2022	May 31, 2022
Oregon LGIP	3,167,640.52	3,197,821.29
Total	\$3,167,640.52	\$3,197,821.29

LOIP
 EMP
 BUDG
 FRWP

0
 1,790,330.98 +
 295,106.88 +
 233,920.69 +
 848,281.97 +
 3,167,640.52 *

Bul Sand

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		05/31/2022 (05/22) Balance	.00 *	.00 *	2,390,007.75
CR	21	LGIP Redemption Fees		.10-	
CR	1	Deschutes County Tax Distribution	63,617.65		
CR	5	Jefferson County Property Tax Distribution	3,722.69		
CR	23	LGIP Dividends	2,476.99		
CRUS	73	Txfr from LGIP to Checking - Bills/Payroll		100,000.00-	
JE	10	Annual Transfers to Reserves FY 21/22		163,680.00-	
JE	12	Annual Transfers to Reserves FY 21/22		89,100.00-	
JE	14	Annual Transfers to Reserves FY 21/22		317,465.00-	
JE	17	Txfr from EQRF for Hose Bed Cover 726	749.00		
		06/30/2022 (06/22) Period Totals and Balance	70,568.33 *	670,245.10- *	1,790,330.98

Number of transactions: 9 Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	70,568.33	670,245.10-	699,676.77-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070 Empl Fund					
		05/31/2022 (05/22) Balance	.00 *	.00 *	131,426.88
JE	11	Annual Transfers to Reserves FY 21/22	163,680.00		
		06/30/2022 (06/22) Period Totals and Balance	163,680.00 *	.00 *	295,106.88
Number of transactions: 1 Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total EMPLOYMENT RESERVE FUND:			<u>163,680.00</u>	<u>.00</u>	<u>163,680.00</u>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070 Bldg Fund					
		05/31/2022 (05/22) Balance	.00 *	.00 *	144,820.88
JE	13	Annual Transfers to Reserves FY 21/22	89,100.00		
		06/30/2022 (06/22) Period Totals and Balance	89,100.00 *	.00 *	233,920.88
Number of transactions: 1 Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total BUILDING RESERVE FUND:			<u>89,100.00</u>	<u>.00</u>	<u>89,100.00</u>

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		06/31/2022 (06/22) Balance	.00 *	.00 *	531,585.97
JE	15	Annual Transfers to Reserves FY 21/22	317,465.00		
JE	16	Txfr from EQRf for Hose Bed Cover 728		749.00-	
		06/30/2022 (06/22) Period Totals and Balance	317,465.00 *	749.00- *	848,281.97

Number of transactions: 2	Number of accounts: 1	Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:		317,465.00	749.00-	316,716.00

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
		05/31/2022 (05/22) Balance	.00 *	.00 *	.00
		06/30/2022 (06/22) Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0	Number of accounts: 1	<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total REVENUE:		<u>.00</u>	<u>.00</u>	<u>.00</u>
Number of transactions: 13	Number of accounts: 5	<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Grand Totals:		<u>640,813.33</u>	<u>670,994.10-</u>	<u>30,180.77-</u>

Report Criteria:
 Actual amounts
 All accounts
 Account.Account number = "10001070","20001070","30001070","40001070","50001070","60001075"

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)
June 30, 2022

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	69,889.85	Book Balance Previous Month:	65,551.88
Outstanding Deposits:	.00	Total Receipts:	4,337.97
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	69,889.85	Book Balance:	69,889.85

Outstanding Deposits

No outstanding deposits found!

Deposits cleared: 2 Items Deposits Outstanding: 0 Items

Outstanding Checks

No outstanding checks found!

Checks cleared: 0 Items Checks Outstanding: 0 Items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



Account Statement - Transaction Summary

For the Month Ending June 30, 2022

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

Oregon LGIP		Asset Summary	
		June 30, 2022	May 31, 2022
Opening Balance	65,551.88		
Purchases	4,337.97	69,889.85	65,551.88
Redemptions	0.00		
		\$69,889.85	\$65,551.88

Closing Balance **\$69,889.85**
 Dividends 53.36

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Current Year Budget	Bal Remaining +/-	% Collected
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	63,979.28	65,118.94	3,071,333.68	2,987,220.00	84,113.68	103%
1-01-0-40200	Property Taxes-Prior	2,720.02	2,201.77	54,848.23	50,000.00	4,848.23	108%
1-01-0-41100	Ambulance Revenue	40,434.53	25,526.70	459,745.82	375,000.00	84,745.82	123%
1-01-0-41110	GEMT Ambulance Revenu	43,550.16	13,076.68	57,037.68	20,000.00	37,037.68	285%
1-01-0-41200	Other Fees for Service	620.00	1,973.24	10,400.80	93,036.00	82,637.40-	11%
1-01-0-42100	Fire Med Subscriptions	1,587.50	2,437.50	15,022.25	15,000.00	22.25	100%
1-01-0-43100	Interest Income	1,372.32	2,498.62	17,873.79	23,000.00	5,126.21-	78%
1-01-0-44100	Grant Revenue	33,543.00	106,475.00	166,382.00	348,975.00	182,593.00-	48%
1-01-0-44200	Donations Received	250.00	25.00	29,233.98	10,000.00	19,233.98	292%
1-01-0-44300	Conflagration Income	.00	.00	9,256.87	50,000.00	40,743.13-	19%
1-01-0-45000	Misc Revenue	869.51	197.25	80,710.31	10,100.00	70,610.31	799%
1-01-0-49990	Beginning Working Capital	.00	.00	1,751,757.36	1,651,842.00	99,915.36	108%
Total GENERAL FUND REVENUE:		188,926.30	219,530.70	5,723,399.57	5,634,175.00	89,224.57	102%
GENERAL FUND Revenue Total:		188,926.30	219,530.70	5,723,399.57	5,634,175.00	89,224.57	102%
Net Total GENERAL FUND:		188,926.30	219,530.70	5,723,399.57	5,634,175.00	89,224.57	102%

Account Number	Account Title	2020-21	Current Period Actual	Current YTD Actual	2021-22	Variance	% of Budget
		Prior YTD Actual			Current Year Budget		
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	460,213.95	38,769.90	470,143.14	588,717.00	118,573.86	80%
	Total OPERATIONS DEPARTMENT:	1,738,937.82	182,568.40	1,793,122.17	1,908,402.00	113,279.83	94%
	Total MAINTENANCE DEPARTMENT:	22,778.85	974.39	18,192.21	26,361.00	8,168.79	69%
	Total VOLUNTEERS DEPARTMENT:	93,857.94	50,137.48	161,892.58	88,885.00	73,007.58-	182%
	GENERAL FUND Expenditure Total:	2,315,788.56	252,450.17	2,443,350.10	2,610,365.00	167,014.90	94%
	Net Total GENERAL FUND:	2,315,788.56-	252,450.17-	2,443,350.10-	2,610,365.00-	167,014.90-	94%
	Net Grand Totals:	2,315,788.56-	252,450.17-	2,443,350.10-	2,610,365.00-	167,014.90-	94%

Account Number	Account Title	2020-21			2021-22	% of Budget	
		Prior YTD Actual	Current Period Actual	Current YTD Actual	Cur Year Budget	Variance	
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	211,367.93	18,792.41	189,670.69	197,951.00	8,280.31	96%
	Total OPERATIONS DEPARTMENT:	129,132.28	17,797.19	118,579.64	154,708.00	36,128.36	75%
	Total MAINTENANCE DEPARTMENT:	173,072.82	36,880.67	208,139.45	202,030.00	4,109.45-	102%
	Total VOLUNTEERS DEPARTMENT:	190,290.79	39,006.94	197,524.81	328,111.00	130,586.19	60%
	GENERAL FUND Expenditure Total:	703,863.82	111,457.21	709,914.59	882,798.00	172,883.41	80%
	Net Total GENERAL FUND:	703,863.82-	111,457.21-	709,914.59-	882,798.00-	172,883.41-	80%
	Net Grand Totals:	703,863.82-	111,457.21-	709,914.59-	882,798.00-	172,883.41-	80%

Account Number	Account Title	2020-21 Prior YTD Actual	Current Period Actual	Current YTD Actual	2021-22 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	1,115.00	.00	5,174.27	9,350.00	4,175.73	55%
	Total OPERATIONS DEPARTMENT:	216,723.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	1,162.88	.00	10,823.57	160,888.00	150,065.43	7%
	GENERAL FUND Expenditure Total:	219,000.88	.00	15,997.84	170,238.00	154,241.16	9%
	Net Total GENERAL FUND:	219,000.88-	.00	15,997.84-	170,238.00-	154,241.16-	9%
	Net Grand Totals:	219,000.88-	.00	15,997.84-	170,238.00-	154,241.16-	9%

**SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2022**

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	1,790,330.98	
1-00-0-1080	US BANK OPERATING ACCT	78,530.58	
1-00-0-1099	PETTY CASH	209.99	
1-00-0-1100	ACCOUNTS RECEIVABLE	13,076.88	
1-00-0-1103	NOTE RECEIVABLE	45,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	183,821.30	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	(91,972.82)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	57,849.89	
	TOTAL ASSETS		<u>2,074,846.80</u>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2000	ACCOUNTS PAYABLE	44,416.10	
1-00-0-2150	PERS LIABILITY	6,327.77	
1-00-0-2250	DEFERRED REVENUE	40,010.69	
	TOTAL LIABILITIES		90,754.56

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(5,834,175.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	5,834,175.00	
	REVENUE OVER EXPENDITURES - YTD	1,983,892.04	
	BALANCE - CURRENT DATE	<u>7,818,067.04</u>	
	TOTAL FUND EQUITY		<u>1,983,892.04</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,074,846.80</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2022

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	295,108.88	
TOTAL ASSETS			<u>295,108.88</u>

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	325,151.00	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	(325,151.00)	
	REVENUE OVER EXPENDITURES - YTD	<u>295,108.88</u>	
	BALANCE - CURRENT DATE	<u>(30,044.12)</u>	
TOTAL FUND EQUITY			<u>295,108.88</u>
TOTAL LIABILITIES AND EQUITY			<u>295,108.88</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2022

BUILDING RESERVE FUND

<u>ASSETS</u>			
3-00-0-1070	BLDG FUND	233,920.69	
	TOTAL ASSETS		233,920.69
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
3-00-0-3120	BUILDING RESERVE	(281,779.00)	
UNAPPROPRIATED FUND BALANCE:			
3-00-0-3900	RETAINED EARNINGS	281,779.00	
	REVENUE OVER EXPENDITURES - YTD	233,920.69	
	BALANCE - CURRENT DATE	515,699.69	
	TOTAL FUND EQUITY		233,920.69
	TOTAL LIABILITIES AND EQUITY		233,920.69

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2022

EQUIPMENT RESERVE FUND

<u>ASSETS</u>			
4-00-0-1070	EQUIPMENT FUND		848,281.97
	TOTAL ASSETS		848,281.97
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
4-00-0-3120	EQUIPMENT RESERVE	(998,598.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	998,598.00	
	REVENUE OVER EXPENDITURES - YTD	848,281.97	
	BALANCE - CURRENT DATE		1,844,877.97
	TOTAL FUND EQUITY		848,281.97
	TOTAL LIABILITIES AND EQUITY		848,281.97

SISTERS-CAMP SHERMAN
BALANCE SHEET
JUNE 30, 2022

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	69,889.85	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	3,927.70	
	TOTAL ASSETS		73,817.55

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2250	DEFERRED REVENUE	2,508.72	
	TOTAL LIABILITIES		2,508.72

FUND EQUITY

7-00-0-3120	DEBT SERVICE FUND	(254,835.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	254,835.00	
	REVENUE OVER EXPENDITURES - YTD	71,308.83	
	BALANCE - CURRENT DATE	325,943.83	
	TOTAL FUND EQUITY		71,308.83
	TOTAL LIABILITIES AND EQUITY		73,817.55

Check Register - June 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/30/2022	13396	DPSST	Criminal History Check	\$ (46.25) V
6/7/2022	13625	Ace Hardware, Inc.	Screws for minimark pump repair	\$ 1.10
6/7/2022	13625	Ace Hardware, Inc.	Paint and grinding wheels for wildland tool maintenance	\$ 11.57
6/7/2022	13625	Ace Hardware, Inc.	Discount taken	\$ (1.95)
6/7/2022	13625	Ace Hardware, Inc.	Epoxy for 731 fold-a-tank repair	\$ 7.35
6/7/2022	13625	Ace Hardware, Inc.	Tire valve stem covers	\$ 3.59
6/7/2022	13625	Ace Hardware, Inc.	Replacement hot rod	\$ 29.99
6/7/2022	13625	Ace Hardware, Inc.	Fuel stabilizer for small engines	\$ 16.99
6/7/2022	13625	Ace Hardware, Inc.	Cat litter abosorbent for bay floor drain cleanings	\$ 8.59
6/7/2022	13625	Ace Hardware, Inc.	Air hose connection for 745 shoreline	\$ 8.27
6/7/2022	13625	Ace Hardware, Inc.	Universal coupler	\$ 8.27
6/7/2022	13625	Ace Hardware, Inc.	Universal coupler	\$ (8.27)
6/7/2022	13625	Ace Hardware, Inc.	Hardware & auto thread lock	\$ 10.23
6/7/2022	13625	Ace Hardware, Inc.	Overpayment on 4/30 statement	\$ (5.29)
6/7/2022	13626	AFLAC	AFLAC	\$ 270.90
6/7/2022	13627	Alpine Internet Solutions	Content Plan for June 2022	\$ 395.00
6/7/2022	13628	Avion Water Co Inc.	Water-703	\$ 25.59
6/7/2022	13629	Bend Broadband	8224600030017578 - cable 701	\$ 660.28
6/7/2022	13630	BOUND TREE MEDICAL, LLC.	EMS MED ORDER# 39445727	\$ 48.79
6/7/2022	13630	BOUND TREE MEDICAL, LLC.	EMS ORder #103703387 IV Solution	\$ 31.96
6/7/2022	13631	Brian Helsler	Res. Vol. Mileage & Food Reimb - May 2022	\$ 350.00
6/7/2022	13632	Campbell Clarke	Res. Vol. Mileage & Food Reimb. - May 2022	\$ 350.00
6/7/2022	13632	Campbell Clarke	Res. Vol. Mileage & Food Reimb. - June 2022	\$ 350.00
6/7/2022	13633	CEC, INC	electric - Elm Street	\$ 1,397.45
6/7/2022	13633	CEC, INC	electric - buffalo	\$ 88.05
6/7/2022	13633	CEC, INC	electric - larlat	\$ 38.22
6/7/2022	13633	CEC, INC	electric - Camp Sherman	\$ 93.41
6/7/2022	13634	CenturyLink	Account: 333226873	\$ 58.98
6/7/2022	13635	Clara Needles	Reimb. Wildland Duty Boots Purchased	\$ 250.00
6/7/2022	13636	City of Sisters	Water-Elm	\$ 627.70
6/7/2022	13637	Cody Meredith	Reimb. Wildland Boots Purchased	\$ 250.00
6/7/2022	13638	COFCA	.Membership Dues 2021/2022	\$ 300.00
6/7/2022	13639	Dana Signs	HELMET decals & lettering	\$ 60.30
6/7/2022	13640	Derek Hill	Reimb. supplies purchased for Station 703 Open House	\$ 117.00
6/7/2022	13641	Ed Staub & Sons Propane	Fuel	\$ 1,529.16
6/7/2022	13642	Hoyt's Hardware	8' 2x4 for ballout prop repair	\$ 9.36
6/7/2022	13642	Hoyt's Hardware	Concrete and 2x4's	\$ 530.16
6/7/2022	13642	Hoyt's Hardware	Pallet deposit charge credit return/ credit return concrete	\$ (275.30)
6/7/2022	13642	Hoyt's Hardware	Locking cord connector	\$ 19.99
6/7/2022	13642	Hoyt's Hardware	Pallet deposit charge	\$ 80.00
6/7/2022	13642	Hoyt's Hardware	Credit return for locking cord connector	\$ (19.99)
6/7/2022	13643	Jacob Van Lieu	Res. Vol. Mileage & Food Reimb. - May 2022	\$ 350.00
6/7/2022	13643	Jacob Van Lieu	Res. Vol. Mileage & Food Reimb. - June 2022	\$ 550.00
6/7/2022	13644	Katherine Johnson	Reimb. supplies for budget committee meeting	\$ 114.82
6/7/2022	13645	KJ Accounting	Monthly Finance Manager Services - May 2022	\$ 2,000.00
6/7/2022	13646	L.N. Curtis and Sons	Credit for Size 6M Black Rubber Firefighting Boots	\$ (197.99)
6/7/2022	13646	L.N. Curtis and Sons	Size 5M Black Rubber Firefighting Boots	\$ 212.79
6/7/2022	13646	L.N. Curtis and Sons	Turnout alterations	\$ 25.00
6/7/2022	13647	LIFE-ASSIST	EMS SUPPLY ORDER# 55222776	\$ 2,118.53
6/7/2022	13647	LIFE-ASSIST	EMS MED ORDER# 55222791	\$ 192.54
6/7/2022	13647	LIFE-ASSIST	EMS MED ORDER# 55222797	\$ 65.72
6/7/2022	13648	Matthew Maupln	Res. Vol. Mileage & Food Reimb. Jan-March 2022	\$ 1,050.00
6/7/2022	13649	Mission Linen Supply, Inc.	mats/rugs	\$ 56.24
6/7/2022	13650	Momentum Promo	Embroidery: Matthews, Hill, Retzman	\$ 190.44
6/7/2022	13651	Nugget Newspaper, LLC	Notice of Budget Comm. Meeting	\$ 212.50
6/7/2022	13652	OFDDA	Losap Contributions 2021	\$ 10,000.00
6/7/2022	13653	Overhead Door Company of CO	Commercial Service Call - Tollgate Station	\$ 163.50
6/7/2022	13654	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
6/7/2022	13655	Pacific Office Automation, Inc	copies/kit - Konica	\$ 153.43
6/7/2022	13655	Pacific Office Automation, Inc	copies/kit - Konica	\$ 169.85
6/7/2022	13655	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 63.86
6/7/2022	13656	Paladin Background Screening	Criminal Background Checks: Spor/Fairchild	\$ 46.00
6/7/2022	13657	Patrick Burke	Reimburse fuel purchased for 704 concrete pad work	\$ 100.00
6/7/2022	13657	Patrick Burke	Reimburse fuel purchased for training grounds work	\$ 125.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/7/2022	13657	Patrick Burke	Reimburse meal purchased for training grounds work	\$ 30.68
6/7/2022	13658	Quill	Office Supplies: kleenex, folders, binders	\$ 163.40
6/7/2022	13658	Quill	File folders	\$ 51.99
6/7/2022	13659	Rachel Ulm	Res. Vol. Mllege & Food Reim. - June 2022	\$ 600.00
6/7/2022	13660	Ranch Country Outhouses	Standard Toilet Rental Locust St. Training	\$ 85.00
6/7/2022	13661	Robert Harrison	Annual Cell Phone Reimbursement - 12 mos.	\$ 600.00
6/7/2022	13662	Robin Holm	Reimburse for T-Posts purchased for address sign program	\$ 174.65
6/7/2022	13663	SeaWestern, Inc.	Nomex Duty Pants: BBR SAFER Vois: West, Charlton, Malloy	\$ 550.99
6/7/2022	13664	Sisters Area Chamber of Commer	Membership dues 07/22-06/23	\$ 146.00
6/7/2022	13665	Sisters Rental	Fuel leak repair	\$ 46.00
6/7/2022	13665	Sisters Rental	Tools for Station 704 concrete pad	\$ 138.87
6/7/2022	13666	Systems Design	EMS Billing for May	\$ 1,281.18
6/7/2022	13667	Terminix	Pest Control Camp Sherman	\$ 87.00
6/7/2022	13667	Terminix	Pest Control Elm Street	\$ 95.00
6/7/2022	13668	Treasure Valley Coffee	water & cooler rental	\$ 156.35
6/7/2022	13669	Vohs Custom Landscaping	Maintenance; 703 cleanup; Irrigation start-up	\$ 5,177.60
6/7/2022	13670	WCP Solutions	White folding towels	\$ 74.82
6/7/2022	13670	WCP Solutions	can liners	\$ 30.70
6/7/2022	13670	WCP Solutions	Fabric Softener	\$ 67.35
6/7/2022	13671	Beverly Halcon	UK Exchange Per Diem	\$ 550.00
6/7/2022	13672	Julie Spor	UK Exchange Per Diem	\$ 550.00
6/7/2022	13672	Julie Spor	Cell Phone Reimb (8 mos) through 06/22	\$ 400.00
6/7/2022	13673	Matthew Millar	Annual Cell Phone Reimbursement - 12 mos.	\$ 600.00
6/15/2022	13674	Alpine Internet Solutions	Management & Hosting - July 2022	\$ 85.00
6/15/2022	13675	Baxter Auto Parts Inc, Auto Parts	Oil and filters	\$ 75.80
6/15/2022	13675	Baxter Auto Parts Inc, Auto Parts	Spark plug for mini mark pump on 741	\$ 6.54
6/15/2022	13675	Baxter Auto Parts Inc, Auto Parts	Credit on overpay - Invoice 15672-14998	\$ (5.86)
6/15/2022	13676	Ben Duda	Structure boot reimbursement	\$ 164.99
6/15/2022	13677	BI-Mart Corporation	Vehicle supplies: 5-gal tote	\$ 4.99
6/15/2022	13677	BI-Mart Corporation	Soda for machine at 703	\$ 16.08
6/15/2022	13677	BI-Mart Corporation	Facilities Supplies	\$ 9.99
6/15/2022	13678	Caselle, Inc.	Contract support charges 07/2022	\$ 354.00
6/15/2022	13679	CEC, INC	Final Tollgate Electric Bill	\$ 13.36
6/15/2022	13680	Cody Meredith	Cell Phone Reimb. 12 mos.	\$ 600.00
6/15/2022	13681	DMV	dmv record Check - Kline, Jones, Klosterman, Byles, Fairchild, Spor	\$ 21.00
6/15/2022	13682	Ed Staub & Sons Petroleum	Fuel	\$ 1,924.74
6/15/2022	13683	Ed Staub & Sons Propane	Propane- Camp Sherman (167.9 gal)	\$ 401.28
6/15/2022	13684	Five Pine Lodge & Conference	final Invoice - awards banquet 2022	\$ 5,609.50
6/15/2022	13685	Flowers By Deanna	Flowers - Hermann	\$ 61.00
6/15/2022	13686	Jacob Van Lieu	Reimb. Duty Boots Purchased	\$ 123.25
6/15/2022	13687	Jeremy Ast	Cell phone reimbursement - 12 mos.	\$ 600.00
6/15/2022	13688	L.N. Curtis and Sons	Maupin hanging letter patch	\$ 61.59
6/15/2022	13689	Local Government Law Group, P.C.	Legal - General	\$ 392.00
6/15/2022	13689	Local Government Law Group, P.C.	Legal - Personnel	\$ 318.50
6/15/2022	13689	Local Government Law Group, P.C.	Legal - Real Property	\$ 2,303.00
6/15/2022	13690	Matthew Maupin	Res. Vol. Mileage & Food Reimb. April-June 2022	\$ 1,050.00
6/15/2022	13691	Miss Sew-It-All	Velcro strap repair	\$ 25.00
6/15/2022	13691	Miss Sew-It-All	Patches and hemming	\$ 25.00
6/15/2022	13692	Momentum Promo	Embroidery: Jones, Kosterman, Kline, Byles, Spor, White, Fairchild	\$ 403.00
6/15/2022	13693	Nugget Newspaper, LLC	Display Ad: Budget Hearing Notice 22/23	\$ 204.00
6/15/2022	13693	Nugget Newspaper, LLC	Display Ad: Full page Fire Preparedness	\$ 1,117.00
6/15/2022	13693	Nugget Newspaper, LLC	Display Ad: Full page Fire Preparedness #2	\$ 1,117.00
6/15/2022	13694	Phil Drew	Reimb. smoke alarm batt purchase	\$ 33.98
6/15/2022	13695	Ponderosa Forge & Ironworks, I	T-Post drilling for E-Signs	\$ 150.00
6/15/2022	13696	Pony Express, Inc.	Shipping for PPE repair	\$ 19.91
6/15/2022	13696	Pony Express, Inc.	Postage for DPSST & Stamps	\$ 44.89
6/15/2022	13696	Pony Express, Inc.	shipping for extension ladder repair	\$ 14.10
6/15/2022	13696	Pony Express, Inc.	Stamps	\$ 50.40
6/15/2022	13696	Pony Express, Inc.	Pencils	\$ 6.98
6/15/2022	13697	Republic Services	Disposal services - Elm Street	\$ 34.38
6/15/2022	13697	Republic Services	Disposal services: Buffalo Drive	\$ 18.46
6/15/2022	13698	SDIS	Admin Health Insurance	\$ 3,671.84
6/15/2022	13698	SDIS	Admin Life, ST/LTD	\$ 146.54
6/15/2022	13698	SDIS	Operations Health Insurance	\$ 17,798.27
6/15/2022	13698	SDIS	Operations Life, ST/LTD	\$ 659.43

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/15/2022	13698	SDIS	Ins/Disability - Orthodontia pass through	\$ 106.37
6/15/2022	13699	SeaWestern, Inc.	Lon Nomex Trousers/Class 8 Shirts: New RV's	\$ 1,973.22
6/15/2022	13700	Tim Craig	Cell phone reimbursement - 12 mos.	\$ 600.00
6/22/2022	13701	Avion Water Co Inc.	Water-703	\$ 26.52
6/22/2022	13702	Battery Systems Inc.	Batts for box lite flashlights (2)	\$ 30.00
6/22/2022	13703	Bend Broadband	8224 60 007 0119276 - 703 Cable	\$ 159.22
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39445694	\$ 339.96
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	EMS MED ORDER# 39445727	\$ 8.69
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39445694	\$ 32.98
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	AED TRAINING PADS (FIRE CORPS)	\$ 30.49
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	ADULT C-COLLAR (30/CASE)	\$ 188.70
6/22/2022	13704	BOUND TREE MEDICAL, LLC.	LACTATED RINGERS, 250cc	\$ 7.99
6/22/2022	13705	Crook County Fire & Rescue	First Aid Only Card HSFA	\$ 20.00
6/22/2022	13706	Cruz Jones	Reimburse Wildland/Station boots	\$ 280.50
6/22/2022	13707	Damon Frutos	Cell phone reimbursement - Annual	\$ 600.00
6/22/2022	13708	David Ward	Cell phone reimbursement - Annual	\$ 600.00
6/22/2022	13709	Doug Green	Cell Phone Reimbursement - Annual	\$ 600.00
6/22/2022	13710	Emily Kline	Reimburse Wildland/Station boots	\$ 315.82
6/22/2022	13711	Enerspect Medical Solutions, LLC	ONSITE AED PADS	\$ 322.47
6/22/2022	13711	Enerspect Medical Solutions, LLC	PHILIPS AED BATTERY	\$ 127.07
6/22/2022	13711	Enerspect Medical Solutions, LLC	FRx AED PADS	\$ 42.11
6/22/2022	13711	Enerspect Medical Solutions, LLC	SHIPPING	\$ 20.21
6/22/2022	13711	Enerspect Medical Solutions, LLC	PHILIPS MRX DEFIB PADS	\$ 123.96
6/22/2022	13712	Hughes Fire Equipment, Inc.	2004 Tanker pump seal replacement	\$ 8,007.84
6/22/2022	13713	Jeff Lake	Reimb. meat purchased for Sta 704 BBQ	\$ 137.45
6/22/2022	13714	L.N. Curtis and Sons	REPLACEMENT PLEXIGLAS FOR BULLARD TICs	\$ 194.36
6/22/2022	13715	Les Schwab Warehouse Center	06 Ford F550 Tires	\$ 1,147.30
6/22/2022	13716	LIFE-ASSIST	EMS ORDER# 62211505	\$ 19.02
6/22/2022	13716	LIFE-ASSIST	EMS MED ORDER# 55222791	\$ 142.24
6/22/2022	13716	LIFE-ASSIST	EMS SUPPLY ORDER# 55222776	\$ 61.30
6/22/2022	13716	LIFE-ASSIST	EMS MED ORDER# 55222791	\$ 185.70
6/22/2022	13716	LIFE-ASSIST	EMS SUPPLY ORDER# 55222776	\$ 46.20
6/22/2022	13716	LIFE-ASSIST	EMS MED ORDER# 55222797	\$ 56.24
6/22/2022	13716	LIFE-ASSIST	EMS MED ORDER# 55222791	\$ 316.19
6/22/2022	13716	LIFE-ASSIST	EMS SUPPLY ORDER# 55222776	\$ 19.40
6/22/2022	13716	LIFE-ASSIST	Medical supplies: Order #56222014-1	\$ 37.68
6/22/2022	13716	LIFE-ASSIST	Haloperidol Lactate	\$ 14.31
6/22/2022	13717	Momentum Promo	Admin Staff Apparel & Embroidery	\$ 716.86
6/22/2022	13717	Momentum Promo	Embroidered jackets - New RV's	\$ 204.00
6/22/2022	13717	Momentum Promo	Embroidered logo/left chest - Board members	\$ 81.46
6/22/2022	13718	National Testing Network	Background Inveystigation Svcs - Cunningham	\$ 750.00
6/22/2022	13719	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 26.12
6/22/2022	13719	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 62.84
6/22/2022	13719	Norco Medical Supply, inc.	HANDLING CHARGE	\$ 29.00
6/22/2022	13719	Norco Medical Supply, Inc.	FUEL SURCHARGE	\$ 2.49
6/22/2022	13720	Northwest Safety Clean	Hanging tail nameplate for turnouts	\$ 71.00
6/22/2022	13721	OFDDA	2021 LOSAP Contributions	\$ 19,000.00
6/22/2022	13721	OFDDA	2021 LOSAP Contributions - SAFER	\$ 14,000.00
6/22/2022	13722	Patrick Burke	Cell phone reimbursement - Annual	\$ 600.00
6/22/2022	13723	Quill	Toner cartridge DC OPS printer	\$ 91.99
6/22/2022	13724	Roger T. Johnson	Cell phone reimbursement - annual	\$ 600.00
6/22/2022	13725	Solomon Byles	Res. Vol. Mileage & Food Reimb. Partial month 06/2022	\$ 175.00
6/22/2022	13726	Task Force Tips, Inc.	VALVE SEAT (721 BALL INTAKES)	\$ 68.53
6/22/2022	13726	Task Force Tips, Inc.	NOZZLE VALVE PLUG	\$ 38.00
6/22/2022	13726	Task Force Tips, Inc.	NOZZLE SEAL KIT	\$ 22.00
6/22/2022	13727	TELEFLEX FUNDING LLC	EZ-IO 25MM NEEDLE (5/BOX)	\$ 557.47
6/22/2022	13727	TELEFLEX FUNDING LLC	EZ-IO 45MM NEEDLE	\$ 375.03
6/22/2022	13728	Travis Martin	Cell Phone Reimbursement - Annual	\$ 600.00
6/22/2022	13729	WCP Solutions	credit for orig Inv 719067	\$ (30.70)
6/22/2022	13729	WCP Solutions	Yellow scrub sponges	\$ 58.79
6/22/2022	13729	WCP Solutions	can liners	\$ 30.39
6/22/2022	13729	WCP Solutions	White folding towels and tp	\$ 137.24 V
6/22/2022	13730	ZOLL Medical Corporation	PEDI PADZ II ELECTRODES - ONE PAIR	\$ 81.79
6/30/2022	700010	Systems Design	Credit card chargeback - Account 132387185 EMS Transport Fees	\$ (1,067.55)
6/30/2022	700015	US Bank - Visa	CPAP UNIT SERVICE/REPAIR (SERVICE FEE)	\$ 150.00

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
6/30/2022	700015	US Bank - Visa	HOSE BED COVER (726)	\$ 749.00
6/30/2022	700015	US Bank - Visa	9V BATTERY (24/PKG)	\$ 87.99
6/30/2022	700015	US Bank - Visa	AAA BATTERY (300/PKG)	\$ 43.04
6/30/2022	700015	US Bank - Visa	AA BATTERY (300/PKG)	\$ 64.56
6/30/2022	700015	US Bank - Visa	PAPER SHREDDER (WATCH ROOM)	\$ 89.99
6/30/2022	700015	US Bank - Visa	WALL CLOCK (771)	\$ 24.95
6/30/2022	700015	US Bank - Visa	Lunch for Big Saturday Drill	\$ 77.24
6/30/2022	700015	US Bank - Visa	S. Ward OHA EMR License Renewal	\$ 23.00
6/30/2022	700015	US Bank - Visa	Tape for retrofit of pub ed manikins	\$ 18.49
6/30/2022	700015	US Bank - Visa	Replacement casters for vehicle creeper	\$ 19.99
6/30/2022	700015	US Bank - Visa	Straw for live fire training	\$ 41.00
6/30/2022	700015	US Bank - Visa	Active 911 Subscription Byles	\$ 9.21
6/30/2022	700015	US Bank - Visa	Sunscreen for wildland apparatus	\$ 49.95
6/30/2022	700015	US Bank - Visa	Ear plugs for tool room and ear pro ppe supply	\$ 79.00
6/30/2022	700015	US Bank - Visa	NWCG Inc. response pocket guides	\$ 124.92
6/30/2022	700015	US Bank - Visa	Lunches for Training Event	\$ 172.99
6/30/2022	700015	US Bank - Visa	Windshiled Repairs 791/775/776	\$ 249.00
6/30/2022	700015	US Bank - Visa	Wildland gloves	\$ 538.81
6/30/2022	700015	US Bank - Visa	Snacks for wildland fire events	\$ 163.04
6/30/2022	700015	US Bank - Visa	Radio chest pack	\$ 70.39
6/30/2022	700015	US Bank - Visa	Passport nametags	\$ 45.60
6/30/2022	700015	US Bank - Visa	Facilities Supplies	\$ 137.19
6/30/2022	700015	US Bank - Visa	Straw for live fire training	\$ 77.94
6/30/2022	700015	US Bank - Visa	Straw for live fire training	\$ 44.00
6/30/2022	700015	US Bank - Visa	Drywall repair 704	\$ 26.57
6/30/2022	700015	US Bank - Visa	Office Uniform Items: Billaous/Spor	\$ 359.00
6/30/2022	700015	US Bank - Visa	US Chef's Store: Wildland Drill Food	\$ 683.18
6/30/2022	700015	US Bank - Visa	Dollar General: Wildland Drill Food/Supplies	\$ 25.25
6/30/2022	700015	US Bank - Visa	Qtly RV Networking Dinner	\$ 211.20
6/30/2022	700015	US Bank - Visa	741 Repair	\$ 53.21
6/30/2022	700015	US Bank - Visa	Coffee Station 701	\$ 129.00
6/30/2022	700015	US Bank - Visa	Fire Corps BBQ Equipment	\$ 386.99
6/30/2022	700015	US Bank - Visa	Association BBQ Dinner	\$ 240.67
6/30/2022	700015	US Bank - Visa	Welcome Basket Supplies - New RV's	\$ 305.14
6/30/2022	700015	US Bank - Visa	Nametags: Spor/Blalous/Halcon	\$ 59.94
6/30/2022	700015	US Bank - Visa	Collar Brass and Nametag Cunningham	\$ 43.95
6/30/2022	700015	US Bank - Visa	Remote Work Subscription - Blalous	\$ 44.00

Report Criteria:

Include transaction count
Journal Code: Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
06/30/2022	1	Amb Receivables to Actual	1-00-0-1160	Allowance for Uncollectible Am	23,059.35	
06/30/2022	2	Amb Receivables to Actual	1-01-0-41100	Ambulance Revenue	23,059.35	
06/30/2022	3	Amb Receivables to Actual	1-00-0-1120	Ambulance Receivables	.00	46,116.70-
06/30/2022	4	Annual Transfers to Reserves FY 21/22	1-90-7-57000	Transfers to Reserve Funds	163,680.00	
06/30/2022	5	Annual Transfers to Reserves FY 21/22	2-01-0-49000	Transfer In	.00	163,680.00-
06/30/2022	6	Annual Transfers to Reserves FY 21/22	1-90-7-57000	Transfers to Reserve Funds	89,100.00	
06/30/2022	7	Annual Transfers to Reserves FY 21/22	3-01-0-49000	Transfer In	.00	89,100.00-
06/30/2022	8	Annual Transfers to Reserves FY 21/22	1-90-7-57000	Transfers to Reserve Funds	317,465.00	
06/30/2022	9	Annual Transfers to Reserves FY 21/22	4-01-0-49000	Transfer In	.00	317,465.00-
06/30/2022	10	Annual Transfers to Reserves FY 21/22	1-00-0-1070	LGIP Acct #4374	.00	163,680.00-
06/30/2022	11	Annual Transfers to Reserves FY 21/22	2-00-0-1070	Empl Fund	163,680.00	
06/30/2022	12	Annual Transfers to Reserves FY 21/22	1-00-0-1070	LGIP Acct #4374	.00	89,100.00-
06/30/2022	13	Annual Transfers to Reserves FY 21/22	3-00-0-1070	Bldg Fund	89,100.00	
06/30/2022	14	Annual Transfers to Reserves FY 21/22	1-00-0-1070	LGIP Acct #4374	.00	317,465.00-
06/30/2022	15	Annual Transfers to Reserves FY 21/22	4-00-0-1070	Equipment Fund	317,465.00	
06/30/2022	16	Txfr from EQRF for Hose Bed Cover 726	4-00-0-1070	Equipment Fund	.00	749.00-
06/30/2022	17	Txfr from EQRF for Hose Bed Cover 726	1-00-0-1070	LGIP Acct #4374	749.00	
Total JOURNAL ENTRIES (JE):					1,187,357.70	1,187,367.70-
References: 17 Transactions: 17						
Grand Totals:					1,187,357.70	1,187,367.70-

Report Criteria:

Include transaction count
Journal Code: Journal code = "JE"

Ambulance Receivable as of June 30, 2022

	<u>SystDes</u>
Beginning Ambulance Receivable	229,740.00
Payments received	48,342.23
Adjustments	57,942.47
New Charges	60,166.00
ENDING Ambulance Receivable	<u>183,621.30</u>

Total # of Transports **31**

Adjustments

Medicare/Medicaid	47,934.04
Collection	2,740.35
Bankruptcy/Other Writeoff	-
FireMed	7,268.08
Total Adjustments	<u>57,942.47</u>

Outstanding Accounts By Age

CURRENT	102,743.97
31 to 60 days	56,031.04
61 to 90 days	5,787.63
91 to 120 days	8,834.45
OVER 120 days	10,224.21
Total Outstanding as of 06/30/2022	<u>183,621.30</u>

Engine Response Billing as of June 30, 2022

Beginning Engine Response Rec	3,575.00		
Payments received	-		
Adjustments	-		
New Charges	-		
ENDING Engine Response Rec	3,575.00		
Total # Billed in 2018/19			18
Total # Billed in 2019/20			7
Total # Billed in 2020/21			12
Total # Billed in 2021/22	3		
Total Billed 2018/19		\$	5,259.38
Total Billed 2019/20		\$	2,437.50
Total Billed 2020/21		\$	2,700.00
Total Billed in 2021/22	\$ -		
Total Received 2018/19		\$	3,209.38
Total Received 2019/20		\$	1,125.00
Total Received 2020/21			1,975.00
Total Received 2021/22	\$ -		
2018/19 % Collected			61%
2019/20 % Collected			46%
2020/21 % Collected			73%
2021/22 % Collected to Date	0%		



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

Minutes of the Safety Committee Meeting
June 22, 2022

1. Call to order
 - a. Chief Craig called the meeting to order at 10:17 a.m.
 - b. Attending: Chief Craig, Executive Assistant Spor and Engineer/Medic Frutos.
 - c. Absent: Lt. Ulm, Engineer/Medic Ward, Firefighter Ketchum, Captain Myers, Fire Corps Member M. Stuker, Fire Corps Member Donna Pieper.
2. ***Unanimously approved the minutes from May 2022 as presented. Motion by EM Frutos, EA Spor second.***
3. No accidents or injuries have occurred since the last meeting.
4. EA Spor advised that since the last meeting and the discussion on Firefighter Cancer Awareness that sunscreen had been purchased and provided to all wildland apparatus. Chief Craig also expressed he thinks the District should purchase more of the bucket style hat for wear/use during incidents of long sun exposure.
5. The next meeting is scheduled for July 20, 2022 at 10:15 a.m.
6. No further business was discussed and the meeting adjourned at 10:23 a.m.

Respectfully submitted,

Julie Spor, Executive Assistant

**Sisters-Camp Sherman Fire and Ambulance Association
Minutes of the Regular Meeting – Tuesday July 12, 2022**

1. Call to Order

The meeting was called to order at 1800 by President Cramer.

2. Review and approval of April Minutes

As there was no meeting in June, the Minutes for May were presented. Motion to approve by Beverly Halcon, second by Margie Lombardo. The meeting then approved the minutes unanimously.

For the sake of good order, the new board members were formally introduced. Their term would run from 1 July, 2022 until 30 June, 2024.

President, Kevin Cramer - Vice President, Jeff Lake -Treasurer, Anna Westburg - Secretary, Mary Fry (not present) and At Large, Ernie Halcon

3. Chiefs' Reports – Chief Johnson

- Welcome to John Cunningham, ex Portland, who recently joined A Shift.
- We had received an OSFM Grant of \$35k allowing us to hire six seasonal staff, two per shift.
- Thank you to all involved in Chief Phillips' retirement events. He has now been replaced at BBR by Jason Ellison, ex Clackamas.
- The Board is considering the renaming of Station 704 – please submit any ideas.
- The Impact of the new wildfire risk map on properties.

Chief Craig

- \$10k matching VFA grant from ODF enabling us to install six new BK/VHF radios in wildland apparatus.
- An application for part of the \$400k regional grant through FEMA had been submitted and further details have been requested. This would enable the replacement of our heart monitor and CPR compression devices.
- Incident Support Vehicle (795) personnel had now been added to Active 911 so that they are alerted of any incidents they may need to attend. Personnel to gather at 701 to await further instruction from the IC.
- Upcoming UK exchange visit from 29 July to 12 August.

4. Correspondence

Ernie Halcon reported that he had received thank you letters from our GRO Jim Gentry Scholarship recipients.

5. Treasury Report

Treasurer Anna Westburg presented the current financials as follows:

July

Bank Accounts			
	TOTAL Bank Accounts		\$44,636.00
Funds for Specific Projects			
	Christmas Dinner		\$2,850.00
	Community Assistance Fund		\$3,238.00
	Fire Corps		\$707.00
	Jim Gentry Scholarships Fund		\$0.00
	Giving Tree Toy Drive		\$17,484.00
	TOTAL Targeted Accounts		\$24,279.00
	General Fund		\$20,357.00

Outgoing Treasurer, Sarah Bialous, proposed a motion to change the bank signatories on the Association bank account at First Interstate Bank. **Sarah Bialous and Beverly Halcon should remain as signatories on the account and Anna Westburg should be added as a new signatory. All other signatories should be removed as soon as possible.** Damon Frutos seconded the motion and the meeting voted unanimously to approve the changes.

6. Old Business

- The department is still looking for a Community Education officer to take over the duties of Heather Miller. There has been some interest and this will be discussed further with Doug Green. This item should remain on the agenda.

7. Committee Reports

- Beverly gave a brief update on recent Fire Corps activities and thanked all members for their continued hard work. Quilt Show weekend went well and donations in the sum of \$928 were received – to be split 50:50 with the Association.

8. New Business

- Campbell Clark presented the Sisters Fire branded apparel that he has been working on this year and asked the Association to consider fronting the money for future orders. This money would be recouped through sales. Chief Craig proposed a motion not to exceed \$3,000 which was seconded by Ernie Halcon. The meeting then voted unanimously to approve. Further discussions are needed with Campbell and Admin to decide how to proceed with orders. Fire Corps offered to assist.
- Captain Liming updated the meeting on the upcoming Country Fair at the Episcopal Church on Saturday 17 September. Apparatus from 701 and Fire Corps volunteers would attend.

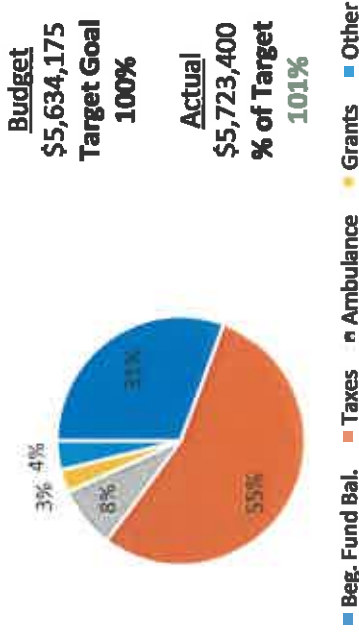
There being no further business, the meeting closed at 6:25 pm. There will be no August meeting, therefore the date of the next meeting is Tuesday 13 September.

Signed _____

ADMINISTRATION

REVENUE & EXPENDITURE OVERVIEW - AS OF JUNE 2022

21/22 Actual Revenue as % of Budget

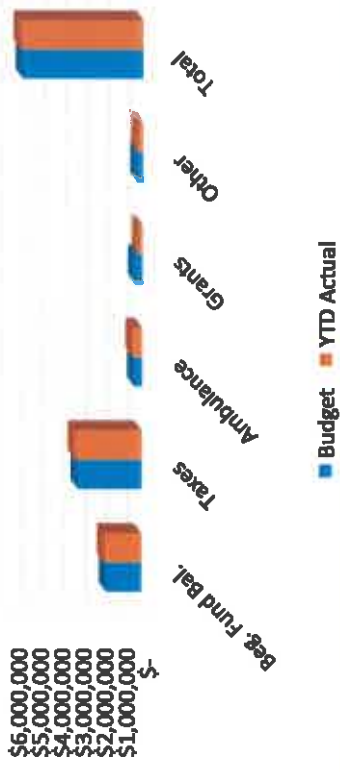


Budget
\$5,634,175
Target Goal
100%

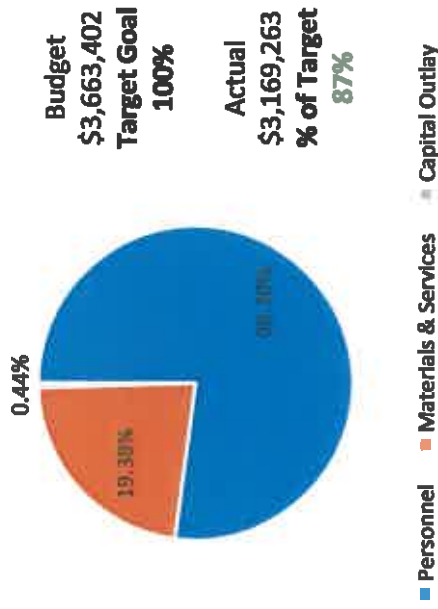
Actual
\$5,723,400
% of Target
101%

■ Beg. Fund Bal. ■ Taxes ■ Ambulance ■ Grants ■ Other

Budget vs. Actual Revenue - Year to Date



21/22 Expenditures as % of Budget

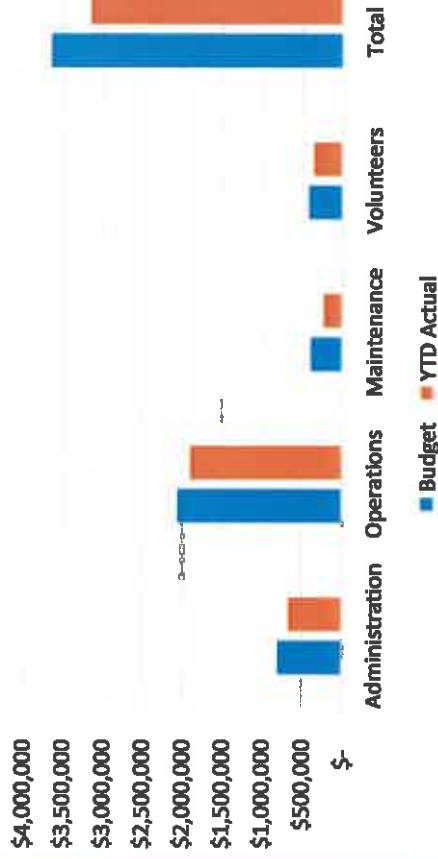


Budget
\$3,663,402
Target Goal
100%

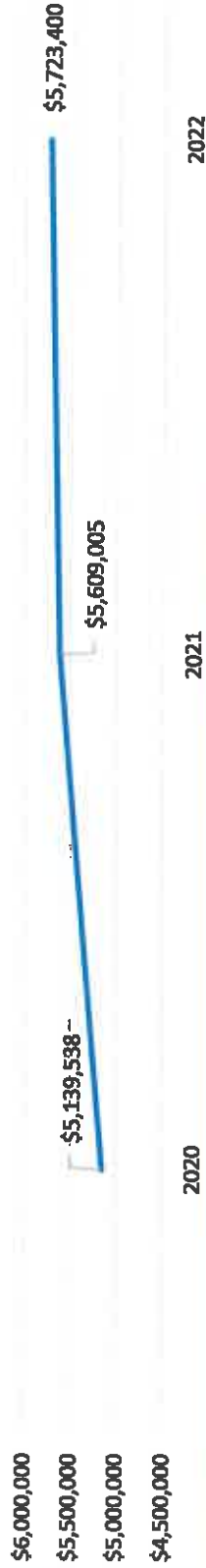
Actual
\$3,169,263
% of Target
87%

■ Personnel ■ Materials & Services ■ Capital Outlay

Budget vs. Actual Expenditures - Year to Date

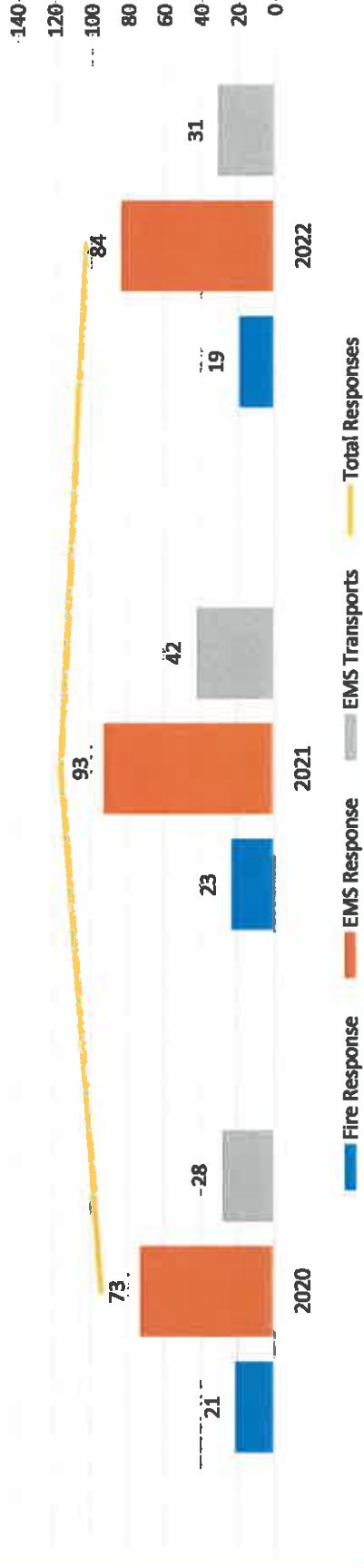


Total Revenue - 3 Years

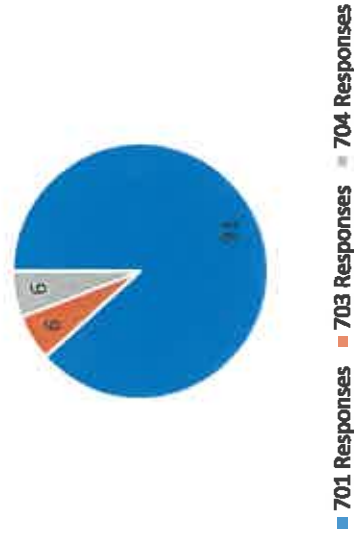


OPERATIONS OVERVIEW - AS OF JUNE 2022

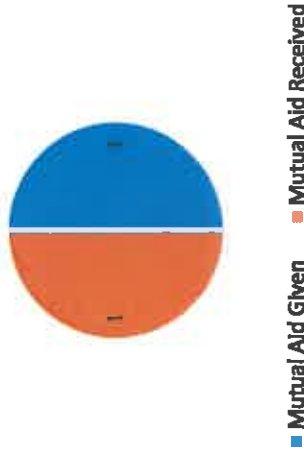
June Responses by Type - 3 Years



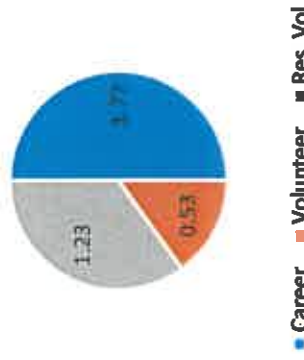
Responses by First-Due Station



June Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls June
16

June Callback Overview
Personnel Callbacks (7PC's) = 8
7PC's Staffed with ALS Staffing = 2
7PC's Staffed with Engine Staffing = 6

Ave Personnel on Standby
1.78

PRESIDENT'S REPORT



SDAO

Board of Directors & Management Staff Trainings

Dear Julie,

Attorney Eileen Eakins and SDAO Senior Consultant George Dunkel will be traveling across the state to deliver their full-day training tailored to special district board members and management staff. Eileen and George will provide a comprehensive overview of laws and regulations governing Oregon's special districts and the public officials that represent them. It is essential training for newly elected board members and newly appointed management staff, but even experienced individuals will benefit from this training. Trainings will run from 8:30am-4pm. If you are unable to attend in person, there will be one option to participate virtually on August 31st.

Dates, Times and Locations

All trainings will be from 8:30am-4pm with check in beginning at 8am.

Aug. 3 | Pendleton – Pendleton Convention Center

Aug. 16 | Cottage Grove – Cottage Grove Events Venue

Aug. 17 | Ashland – Ashland Springs Hotel

Aug. 22 | Redmond – Eagle Crest Resort

Aug. 30 | Newport – Best Western Agate Beach Inn

Aug. 31 | Salem - Chemeketa Eola (Virtual Option)

Cost

\$75 – In Person (includes lunch, coffee and course materials)

\$15 – Virtual Option (August 31st only)

Each SDAO member district is eligible to receive their first registration at no cost. Please use code **BDREG** at time of registration for this discount. Due to limited scholarships, we cannot guarantee this discount and are offering it on a first come, first served basis.

Credit Information

- SDAO Board Leadership Academy: *All module 1 and module 2 credits. Earn your bronze certificate by attending!*
- SDAO/OFDDA Fire District Directors Academy: *All module 1 and module 2 credits. Earn your bronze certificate by attending!*
- SDAO Academy:
 - District Management: Public Meetings and Public Records (5 Credits), Board Relations (5 Credits), and Ethics (5 Credits)
- SDIS Best Practices:

- **Category 4: SDAO/SDIS Training** (*Reminder: All board members must take an eligible training to qualify for this credit category*)

Cancellations/Refunds

Cancellations received four (4) business days or more prior to the event date will receive a full refund. Refunds may be processed as a check or credit back to the credit card. No shows will be charged (both in-person and virtual attendees).

Register now!

Sincerely,

Member Services
Special Districts Association of Oregon
memberservices@sdao.com
800-285-5461

If you no longer want to receive emails from Member Services, please [Opt-Out](#).

FIRE CHIEF REPORT

FIRE CHIEF'S REPORT
MONTH-JULY, 2022

I. FIRE ACTIVITY STATUS:

There are no fires currently threatening Central Oregon. Recent warm weather is drying out vegetative fuels and fire danger is increasing within the region.

II. NOTEWORTHY OPERATIONAL EVENTS:

There were no noteworthy operational events in the past 30 days. The Sisters Outdoor Quilt Show went smoothly with the Fire Corps and District Volunteers staffing a first aid tent again this year.

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. Sisters Fire District Association meeting.
- c. Or-Alert alerts and warnings meetings.
- d. Multiple legislative coordination meetings with OSFM and OFCA lobbyist.
- e. Oregon Fire Chiefs Association strategic planning and legislative meeting
- f. Central Oregon Fire Chiefs meeting.
- g. Central Oregon Fire Chiefs Association Fire Defense Board Chief training.
- h. Representative Evans Recovery Workgroup meeting.
- i. Representative Evans Response Capacity Workgroup meeting.
- j. Sisters Country wildfire policy coordination meeting.
- k. Vision Implementation Team Executive Committee meeting.
- l. Western Fire Chiefs Wildfire Policy Committee meeting.
- m. Zonehaven evacuation software meeting.
- n. Coordination meeting with Redmond and Bend Fire Chief's.

IV. SPECIAL PROJECTS UPDATE:

1. I have included a final copy of the 2021-2022 goal tracking worksheet in the Board packet.
2. New Firefighter Paramedic John Cunningham has started work and has been assigned to Captain Meredith's shift. This position was made available due to the retirement on Captain Brown.

3. Firefighter Paramedic Travis Martin has accepted a position with the City of Bend Fire Department and will be leaving the District the end of August. We are working with legal counsel regarding options for replacing his position.
4. We received a \$20,000 grant from Oregon Department of Forestry Volunteer Firefighter Assistance Grant. The grant funds will be used to update VHF radios in our primary wildland response units. The grant does require a 50% match by the District.
5. The Oregon wildfire risk map is out and we are receiving some calls about the map. Oregon Department of Forestry will be sending out letters to residents impacted by the map Monday July 18. We are expecting more inquiries once residents receive the letters.

V. VOLUNTEER STATUS:

The summer resident volunteer training academy graduation ceremony is scheduled for August 3, at 1530 hrs. Directors are welcome to attend the event.

VI. OTHER:

FIRE SAFETY MANAGER REPORT



Community Risk & Fire Safety Manager Report

June 2022

Pub Education Report & Fire Corps:

- Assisted the Red Cross during the smoke alarm campaign.
- The Fire Corps continues to be busy with wildfire assessments and assisting homeowners with insurance concerns.
- 3 volunteers took the Heartsaver CPR instructor class.

Public Event Permit Applications Review:

- Successful beginning to the summer public events
- Initial reviews of quilt show setup
- 4 new public event applications were reviewed. Applications are continuing to ramp up and the City expects it to be a busy season as COVID guidelines have come to an end.

New Construction Plan Review

- 3 County land use reviews
- 4 City of Sisters land use reviews
- 2 final inspections of commercial remodel
- 2 final plat approvals
- 2 Conditional Use applications
- 1 residential structure in FU zoned areas.

Other Fire Safety & Prevention Duties:

- Questions regarding The Woodlands

- **Consult with 1 new tenant in industrial park**
- **Review of 1 LL applications**
- **McKenzie Meadows speed bump consult.**
- **Homeless camp concern questions regarding wildfire**
- **Possible code violation at a local business**
- **Budget review**
- **Continued Project Wildfire goal setting**
- **2 Fire Department annual inspection**
- **2 pre-apps for new businesses**
- **Fire Department access in rural area consult**
- **Follow up on a couple NOV's**
- **Project Wildfire Monthly Meeting.**
- **Follow-up a several code and citizen complaints.**
- **1 Know Box install**
- **2 Knox Box consults**
- **Independent Contractor Fire Safety Compliance Inspection @ Sisters Ranger District**
- **Independent Contractor Fire Safety Compliance Inspection @ Sisters Middle School**
- **Independent Contractor Fire Safety Compliance Inspection @ Sisters Elementary School**
- **Independent Contractor Fire Safety Compliance Inspection @ Sisters High School**