



AGENDA

**Notice of Regular of the Board of Directors with Executive Session
of the Sisters-Camp Sherman Rural Fire Protection District
September 20, 2022 – 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. Dashboard Report**
 - c. August 2022 Minutes of Regular Meeting**
 - 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**
- 3. Correspondence**
 - a. Award letter Department of Homeland Security**
- 4. Administration**
- 5. Fire Chief Report**
- 6. Fire Safety Manager report**
- 7. Adjourn into Executive Session per ORS 192.660(2)(l) to review and evaluate the employment-related performance of the chief executive officer.**
- 8. Resume regular meeting**
- 9. President's Report**
- 10. Other business**
- 11. Adjourn meeting**

Administrative Summary for Consent Agenda

August 2022 Data

Minutes - No changes.

Revenue & Expenditure Dashboard Report

- Unaudited Actual Beginning Fund Balance is higher than anticipated. Majority of revenues (tax receipts) don't come in until November.
- Expenditures are currently tracking within target goal of 17%.

Operations Overview Dashboard Report

- Fire response was down for the month of August.
- Ambulance transports increased for the month over last year.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balances with the bank and totals \$2,692,076.56 at the end of August. The interest rate increased to 1.58%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$61,287.56.

U.S. Bank

- Total sum of funds in US Bank checking at end of August balances with the bank and totals \$19,396.87. **The bank reconciliation includes two bank adjustments for two outstanding fraudulent ACH debits for a total of \$14,576.52. Staff continues to work with US Bank on the issue.*

Operating Fund Summaries

Revenue

- Current Property taxes will not start coming in until November.
- GEMT Revenue is related to Coordinated Care Program.
- The OSFM Staffing Grant was received in the amount of \$35,000.
- The interest rate for LGIP increased to 1.58%.

Expenditures

- All expenditures are tracking within target goal of 17% overall.

Balance Sheets

- FICA/FWH Tax Liability is due to a Paychex adjustment on an employee's paycheck due to additional Social Security withheld and should clear at a later date.
- PERS liability includes new temporary employee wages and should clear when PERS updates their system, likely in September/October.
- Insurance disability liability and miscellaneous liabilities are due to AFLAC employee payments and employee donations. These will clear next month.

Check Register

- Check number 13853 to City of Sisters. This is the budgeted payment for our portion of assistance with the facilitation of the Sisters Visioning Process as approved by the Board of Directors.
- Check number 13859 to HRA VEBA Trust. These are the annual contributions to employee VEBA accounts as per District policy.

- Check number 13882 to Sureline Broadband. This is for internet installation at Station 704 to replace to old, outdated CenturyLink internet service previously shared with Jefferson County.
- Check number 13883 to TargetSolutions Learning, LLC. Annual payment for training data management system.

Adjusting Journal Entries

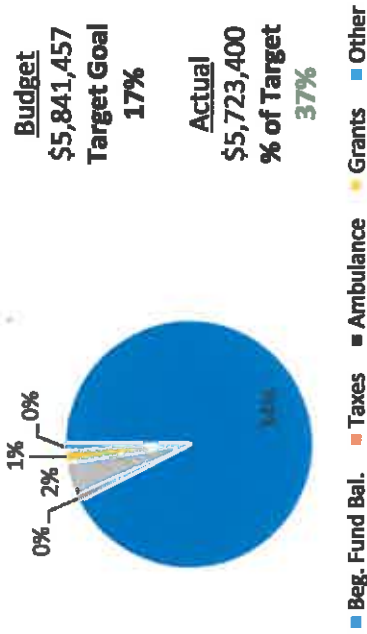
- Entry for ambulance receivables to actual.

Ambulance Report - Total of 55 transports for August.

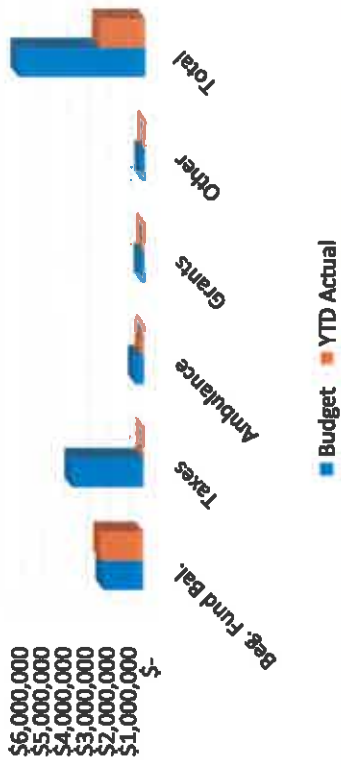
Engine Response Report – Two new charges and one payment for August.

REVENUE & EXPENDITURE OVERVIEW - AS OF AUGUST 2022

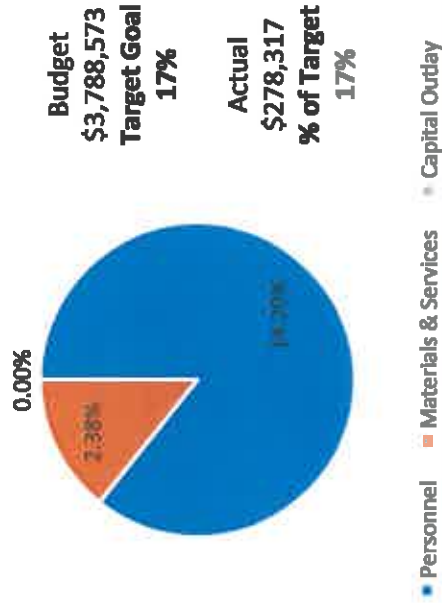
22/23 Actual Revenue as % of Budget



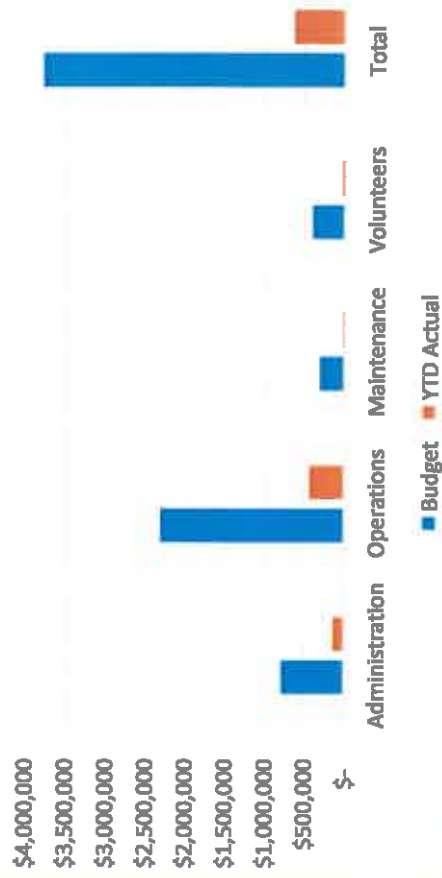
Budget vs. Actual Revenue - Year to Date



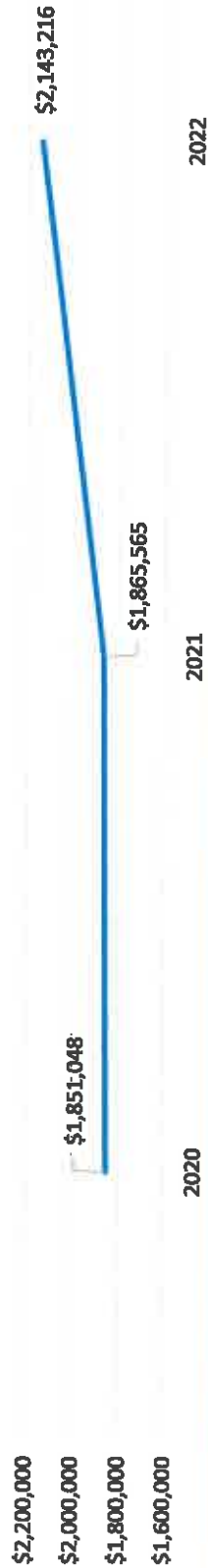
22/23 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date

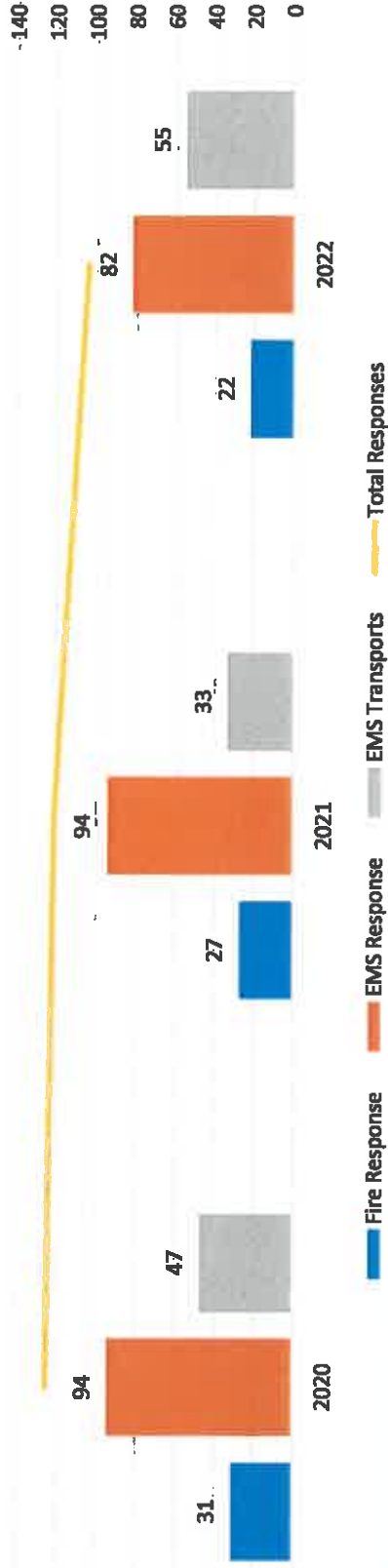


Total Revenue - 3 Years - As of August

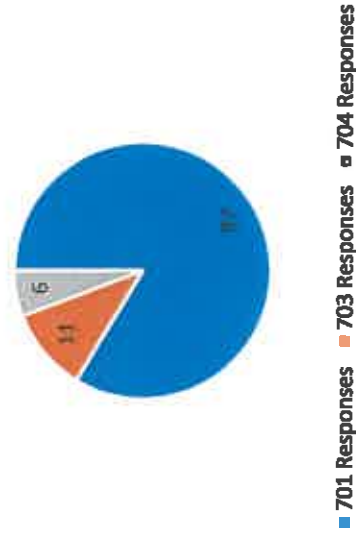


OPERATIONS OVERVIEW - AS OF AUGUST 31, 2022

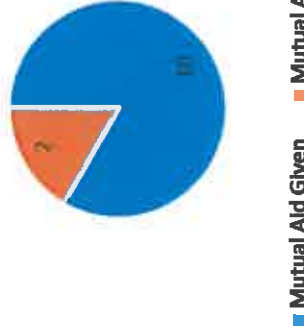
August Responses by Type - 3 Years



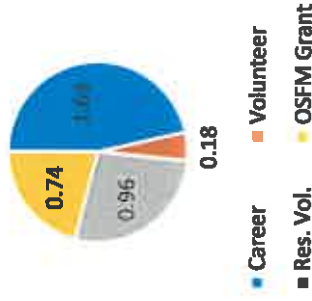
Responses by First-Due Station



August Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls August
25

August Callback Overview
Personnel Callbacks (7PC's) = 17
7PC's Staffed with ALS Staffing = 7
7PC's Staffed with Engine Staffing = 9

Ave Personnel on Standby
2.02



**Minutes of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
August 16, 2022**

1. Board Vice President Kristie Miller opened the meeting at 5 p.m.
 - a. Board Attending: Vice President Miller, Secretary/Treasurer McGowan (via telephone), and Director Sutton. Absent: President Chuck Newport and Director Schulz.
 - b. Staff Attending: Fire Chief Roger Johnson, Executive Assistant Julie Spor, Finance Manager Kay Johnson, Deputy Chief Craig, Fire Medic Frutos. Absent: Fire Safety Manager Doug Green.
2. Consent agenda
 - a. ***Unanimously approved the Consent Agenda as presented with no questions or discussion. Motion by Secretary McGowan, second Director Sutton.***
3. Correspondence:
 - a. Reviewed letters/cards from Sisters Outdoor Quilt Show and the Bergstrom Family.
4. Administration
 - a. Staff Reports:
 - i. ***Unanimously approved Staff Report SR-22-1 and corresponding Resolution 2022-2023-001 regarding the Station 701/703 Interior/Exterior Painting Project. Motion by Secretary McGowan, Director Sutton second.***
 - ii. ***Unanimously approved Staff Report SR-22-2 and corresponding Resolution 2022-2023-002 regarding Community Hall AV System Upgrade Project. Motion by Director Sutton, Secretary McGowan second.***
 - b. Station 703 Rename Discussion:
 - i. Chief Johnson provided a recap of this topic discussed at the July 2022 meeting. Chief Johnson contacted leadership at the Squaw Creek Canyon Homeowner's Association and received results of the HOA's poll regarding the subdivision renaming. Their results matched the District poll with the lead name of Whychus Canyon as the new name. 80% of their residents are supportive of the change with some concerned about legal documents and some critical with the political correctness of the issue. From a legal perspective, the Fire District has no legal documents that would be impacted by a name change, and only internal documents would be impacted. After some discussion with the Board, the consensus was for staff to remove all references of "Squaw Creek" in any internal documents related to Station 703 and replace with "Station 703." The Board will delay further action until the community decides on a path forward regarding the name of the subdivision.
 - c. Wildfire Risk Map Update
 - i. Chief Johnson reported that Oregon Department of Forestry has paused the map and appeals process due to community feedback. There will be community feedback on the new map before its completion. The new map is planned to be

completed prior to the end of 2022. The Oregon Office of State Fire Marshal is developing a coordinated communications plan moving forward. There is a lot of work being done around this issue and a lot of insurance impact questions.

5. President's Report

a. Chief Johnson Performance Review:

- i. Vice President Miller reported that she and Secretary McGowan met with Chief Johnson to build a process for the Chief's performance review. A form was sent to all Directors and VP Miller will need that back as soon as possible to complete the process prior to the next Board meeting. In September, the Board will hold an executive session to finalize the process with Chief Johnson.**

6. Fire Chief Report

- a. Chief Johnson provided a written report to the Board. He recognized the District's federal and state wildland partners for their tremendous work during the recent lightning storms. The District will see increased lightning risk this week. The National Preparedness Level is at a 3, which is good for this time of year.**
- b. Chief reminded the Directors of the 8/17/22 Defensible Space Community Listening Tour scheduled in the Community Hall. All are invited to attend.**

7. Fire Safety Manager Report

- a. Fire Safety Manager Green provided a written report.**

8. Other Business – None.

No further business was discussed and the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

US Bank Oper Acct (Operating Account) (7)
August 31, 2022

Account: 10001080
Bank Account Number: 163695237070

Bank Statement Balance:	54,494.19	Book Balance Previous Month:	7,818.42-
Outstanding Deposits:	926.75	Total Receipts:	390,518.31
Outstanding Checks:	50,600.59	Total Disbursements:	363,503.02
Bank Adjustments:	14,576.52	Book Adjustments:	.00
Bank Balance:	19,396.87	Book Balance:	19,396.87

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
69	392.89	71	495.62	145	19.12	148	19.12	
							Total:	926.75

Deposits cleared: 52 items Deposits Outstanding: 4 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	
1	42,286.73	13724	600.00	13869	952.93	13881	235.88	
3	3,316.69	13813	63.88	13872	85.00	13882	2,200.00	
13709	600.00	13839	247.60	13879	10.00			
							Total:	50,600.59

Checks cleared: 101 items Checks Outstanding: 11 items

Bank Adjustments

Description	Amount	Description	Amount
AMEX EPayment - Fraud ACH Debt	7,043.44	Outstanding Bank Fraud WEX	7,533.08
		Total:	14,576.52

Book Adjustments

No book adjustments found!

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments



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

3233 IMG S Y ST01

RCVD *alpha* PO#
ACCT#
CAPT INITIALS
CHIEF INITIALS

Business Statement

Account Number:
1 536 9523 7070
Statement Period:
Aug 1, 2022
through
Aug 31, 2022

Page 1 of 16



000000485 03 AB 0.491 000638302368633 P Y
SISTERS-CAMP SHERMAN RURAL
FIRE PROTECTION DISTRICT
OPERATING FUND
PO BOX 1509
SISTERS OR 97759-1509

To Contact U.S. Bank

Commercial Customer
Service: 1-877-295-2509

U.S. Bank accepts Relay Calls

Internet: usbank.com

GOLD BUSINESS CHECKING

Member FDIC

U.S. Bank National Association

Account Number 1-536-9523-7070

Account Summary

	# Items	\$	
Beginning Balance on Aug 1			69,456.13
Customer Deposits	5		4,472.59
Other Deposits	44		385,272.06
Other Withdrawals	14		213,495.16-
Checks Paid	86		191,211.43-
Ending Balance on Aug 31, 2022		\$	54,494.19

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount	
	Aug 4	8912947623	987.00		Aug 19	9213343885	1,352.64	
	Aug 10	8613708989	1,800.00		Aug 31	8613112575	250.00	
	Aug 16	8314571701	82.95					
Total Customer Deposits							\$	4,472.59

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Aug 1	Electronic Deposit From CIGNA REF=222100092106380N00 9751677627HCCLAIMPMT930932704		\$ 1,210.90
Aug 2	Electronic Deposit From STRIPE REF=222130185050740N00 1800948598TRANSFER ST-T105Y3H2V8R2		38.24
Aug 2	Electronic Deposit From NORIDIAN WAORAK REF=222130147638850Y00 9262326076HCCLAIMPMT1245231760		3,404.30
Aug 3	Electronic Deposit From STRIPE REF=222140110910860N00 1800948598TRANSFER ST-MTCOW9ND32C6		57.85
Aug 3	Electronic Deposit From PNP BILLPAYMENT REF=222140120149510N00 3333308324072922SETT8062		218.36
Aug 3	Electronic Deposit From NORIDIAN WAORAK REF=222140082826380Y00 9262326076HCCLAIMPMT1245231760		395.40
Aug 3	Electronic Deposit From iStream REF=222140133749850N00 00048999914899991		1,470.85
Aug 4	Electronic Deposit From PacificSource REF=222140113291260N00 2830245146CREDIT 3077581		283.75
Aug 4	Electronic Deposit From NORIDIAN WAORAK REF=222150091601590Y00 9262326076HCCLAIMPMT1245231760		688.12
Aug 4	Electronic Deposit From PacificSource REF=222140113297180N00 3582420416CREDIT 3077581		(584.83)
Aug 5	ACH Zero Dollar Credit From HEALTH SHARE REF=222160139210090Y00 1455093195ACH ITEM		0.00
Aug 8	Electronic Deposit From Regence BCBCO REF=22216010365570N00 8990236155HCCLAIMPMTPRPMX00001		142.75
Aug 8	Electronic Deposit From CIGNA REF=222170092018720N00 9751677627HCCLAIMPMT930932704		196.85



Account Statement - Transaction Summary

For the Month Ending August 31, 2022

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

Asset Summary		
	August 31, 2022	July 31, 2022
Oregon LGIP	2,692,076.56	3,033,378.92
Total	*\$2,692,076.56	\$3,033,378.92

Oregon LGIP	
Opening Balance	3,033,378.92
Purchases	8,697.74
Redemptions	(350,000.10)

Closing Balance	\$2,692,076.56
Dividends	3,789.64

LGIP 1,314,767.02 +
 EMPL 295,106.88 +
 BUDG 233,920.69 +
 EQUIP. 848,281.97 +
 Bal Exact. 2,692,076.56 *

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		07/31/2022 (07/22) Balance	.00 *	.00 *	1,656,069.38
CR	1	Jefferson County Levy	666.51		
CR	19	ACH Redemption Fees		.05-	
CR	20	ACH Redemption Fees		.05-	
CR	22	LGIP Dividends	3,789.64		
CR	4	Deschutes County Tax Distribution	4,021.59		
CRUS	40	Txfr for bills/payroll		150,000.00-	
CRUS	42	Txfr for VEBA, bills, Payroll		200,000.00-	
		08/31/2022 (08/22) Period Totals and Balance	8,697.74 *	350,000.10- *	1,314,767.02

Number of transactions: 7 Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	8,697.74	350,000.10-	341,302.36-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070	Empl Fund				
		07/31/2022 (07/22) Balance	.00 *	.00 *	295,108.88
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	295,108.88

Number of transactions: 0 Number of accounts: 1

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

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
3-00-0-1070	Bldg Fund				
		07/31/2022 (07/22) Balance	.00 *	.00 *	233,920.69
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	233,920.69

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total BUILDING RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		07/31/2022 (07/22) Balance	.00 *	.00 *	848,281.97
		08/31/2022 (08/22) Period Totals and Balance	.00 *	.00 *	848,281.97

Number of transactions: 0 Number of accounts: 1

Debit	Credit	Proof
.00	.00	.00

Total EQUIPMENT RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
	07/31/2022 (07/22)	Balance	.00 *	.00 *	.00
	08/31/2022 (08/22)	Period Totals and Balance	.00 *	.00 *	.00

Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
Total REVENUE:		.00	.00	.00
Number of transactions: 7	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		8,697.74	350,000.10-	341,302.36-

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)
August 31, 2022

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	61,287.56	Book Balance Previous Month:	60,942.68
Outstanding Deposits:	.00	Total Receipts:	344.88
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	61,287.56	Book Balance:	61,287.56

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 August 31, 2022

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

Oregon LGIP		Asset Summary	
		August 31, 2022	July 31, 2022
Opening Balance	60,942.68		60,942.68
Purchases	344.88	61,287.56	
Redemptions	0.00		
Total		\$61,287.56	\$60,942.68

Closing Balance	\$61,287.56
Dividends	81.97

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Bal Remaining +/-	% Collected
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	.00	.00	.00	3,240,174.00	3,240,174.00-	.00
1-01-0-40200	Property Taxes-Prior	8,778.20	4,905.88	17,318.04	50,000.00	32,683.96-	35%
1-01-0-41100	Ambulance Revenue	29,829.33	41,917.98	93,484.59	390,000.00	289,139.06-	27%
1-01-0-41110	GEMT Ambulance Revenu	.00	.00	3,398.00	40,000.00	36,604.00-	8%
1-01-0-41200	Other Fees for Service	1,070.00	2,700.00	3,360.00	11,715.00	8,355.00-	29%
1-01-0-42100	Fire Med Subscriptions	3,158.00	1,237.50	2,362.50	15,000.00	12,637.50-	16%
1-01-0-43100	Interest Income	1,053.08	3,791.88	7,120.15	15,000.00	7,879.85-	47%
1-01-0-44100	Grant Revenue	.00	.00	35,000.00	151,095.00	116,095.00-	23%
1-01-0-44200	Donations Received	300.00	.00	117.00	10,000.00	9,883.00-	1%
1-01-0-44300	Conflagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	1.00	471.09	731.09	10,100.00	9,368.91-	7%
1-01-0-49990	Beginning Working Capital	.00	.00	1,980,328.29	1,858,373.00	121,955.29	107%
Total GENERAL FUND REVENUE:		44,187.61	55,024.31	2,143,215.66	5,841,457.00	3,687,864.99-	37%
GENERAL FUND Revenue Total:		44,187.61	55,024.31	2,143,215.66	5,841,457.00	3,687,864.99-	37%
Net Total GENERAL FUND:		44,187.61	55,024.31	2,143,215.66	5,841,457.00	3,687,864.99-	37%

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	107,762.37	59,323.42	124,386.65	542,208.00	417,821.35	23%
	Total OPERATIONS DEPARTMENT:	364,573.05	232,074.87	405,031.50	2,126,183.00	1,721,151.50	19%
	Total MAINTENANCE DEPARTMENT:	3,482.70	709.13	1,801.86	27,264.00	25,462.14	7%
	Total VOLUNTEERS DEPARTMENT:	22,963.79	1,500.00	10,118.49	66,290.00	56,171.51	15%
	GENERAL FUND Expenditure Total:	498,781.91	293,607.22	541,338.50	2,761,945.00	2,220,606.50	20%
	Net Total GENERAL FUND:	498,781.91-	293,607.22-	541,338.50-	2,761,945.00-	2,220,606.50-	20%
	Net Grand Totals:	498,781.91-	293,607.22-	541,338.50-	2,761,945.00-	2,220,606.50-	20%

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Cur Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	8,511.34	7,947.35	10,958.98	217,154.00	203,381.99	5%
	Total OPERATIONS DEPARTMENT:	15,319.51	17,859.40	27,487.53	183,284.00	146,787.99	15%
	Total MAINTENANCE DEPARTMENT:	12,382.94	21,562.13	24,547.13	264,504.00	231,708.88	9%
	Total VOLUNTEERS DEPARTMENT:	12,990.43	11,536.19	27,174.79	328,305.00	299,044.25	6%
	GENERAL FUND Expenditure Total:	49,184.22	58,905.07	90,168.43	993,247.00	880,903.09	9%
	Net Total GENERAL FUND:	49,184.22-	58,905.07-	90,168.43-	993,247.00-	880,903.09-	9%
	Net Grand Totals:	49,184.22-	58,905.07-	90,168.43-	993,247.00-	880,903.09-	9%

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Variance	% of Budget
GENERAL FUND							
	Total ADMINISTRATION DEPARTMENT:	.00	.00	.00	22,696.00	22,696.00	.00
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	.00	.00	.00	10,685.00	10,685.00	.00
	GENERAL FUND Expenditure Total:	.00	.00	.00	33,381.00	33,381.00	.00
	Net Total GENERAL FUND:	.00	.00	.00	33,381.00-	33,381.00-	.00
	Net Grand Totals:	.00	.00	.00	33,381.00-	33,381.00-	.00

SISTERS-CAMP SHERMAN
BALANCE SHEET
AUGUST 31, 2022

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	1,310,977.49	
1-00-0-1080	US BANK OPERATING ACCT	19,398.87	
1-00-0-1099	PETTY CASH	48.55	
1-00-0-1103	NOTE RECEIVABLE	45,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	235,939.03	
1-00-0-1180	ALLOWANCE FOR UNCOLLECTIBLE AM	(118,131.89)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	57,849.89	
	TOTAL ASSETS		1,551,078.13

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2110	FICA/FWH TAX LIABILITY	55.00	
1-00-0-2150	PERS LIABILITY	2,682.35	
1-00-0-2180	INSURANCE/DISABILITY LIABILITY	270.90	
1-00-0-2180	MISCELLANEOUS LIABILITY	180.00	
1-00-0-2250	DEFERRED REVENUE	40,010.89	
	TOTAL LIABILITIES		43,158.94

FUND EQUITY

1-00-0-3190	CURRENT YEAR APPROPRIATION	(5,841,457.00)	
	UNAPPROPRIATED FUND BALANCE:		
1-00-0-3900	RETAINED EARNINGS	5,841,457.00	
	REVENUE OVER EXPENDITURES - YTD	1,507,919.19	
	BALANCE - CURRENT DATE	7,349,376.19	
	TOTAL FUND EQUITY		1,507,919.19
	TOTAL LIABILITIES AND EQUITY		1,551,078.13

SISTERS-CAMP SHERMAN
BALANCE SHEET
AUGUST 31, 2022

EMPLOYMENT RESERVE FUND

ASSETS

2-00-0-1070	EMPL FUND	295,108.88	
	TOTAL ASSETS		295,108.88

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	(417,730.00)	
	UNAPPROPRIATED FUND BALANCE:		
2-00-0-3900	RETAINED EARNINGS	417,730.00	
	REVENUE OVER EXPENDITURES - YTD	295,108.88	
	BALANCE - CURRENT DATE	712,836.88	
	TOTAL FUND EQUITY		295,108.88
	TOTAL LIABILITIES AND EQUITY		295,108.88

SISTERS-CAMP SHERMAN
BALANCE SHEET
AUGUST 31, 2022

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	233,920.69	
	TOTAL ASSETS	233,920.69	233,920.69

LIABILITIES AND EQUITY

FUND EQUITY

3-00-0-3120	BUILDING RESERVE	(314,370.00)	
	UNAPPROPRIATED FUND BALANCE:		
3-00-0-3900	RETAINED EARNINGS	314,370.00	
	REVENUE OVER EXPENDITURES - YTD	233,920.69	
	BALANCE - CURRENT DATE	548,290.69	
	TOTAL FUND EQUITY	233,920.69	233,920.69
	TOTAL LIABILITIES AND EQUITY		233,920.69

SISTERS-CAMP SHERMAN
BALANCE SHEET
AUGUST 31, 2022

EQUIPMENT RESERVE FUND

ASSETS

4-00-0-1070	EQUIPMENT FUND	848,281.97	
	TOTAL ASSETS		848,281.97

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(2,291,933.00)	
UNAPPROPRIATED FUND BALANCE:			
4-00-0-3900	RETAINED EARNINGS	2,291,933.00	
	REVENUE OVER EXPENDITURES - YTD	848,281.97	
	BALANCE - CURRENT DATE	3,140,214.97	
	TOTAL FUND EQUITY		848,281.97
	TOTAL LIABILITIES AND EQUITY		848,281.97

SISTERS-CAMP SHERMAN
BALANCE SHEET
AUGUST 31, 2022

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	61,205.59	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	3,927.70	
	TOTAL ASSETS		65,133.29

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	(270,626.00)	
	UNAPPROPRIATED FUND BALANCE:		
7-00-0-3900	RETAINED EARNINGS	270,626.00	
	REVENUE OVER EXPENDITURES - YTD	62,624.57	
	BALANCE - CURRENT DATE		333,250.57
	TOTAL FUND EQUITY		62,624.57
	TOTAL LIABILITIES AND EQUITY		65,133.29

Check Register - August 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
8/4/2022	13807	911 Supply	Patch Install/remove Class A	\$ 8.00
8/4/2022	13807	911 Supply	Button Install/repair Class A	\$ 17.99
8/4/2022	13807	911 Supply	Class A Uniform Alterations	\$ 168.50
8/4/2022	13807	911 Supply	Short-sleeve polos	\$ 58.00
8/4/2022	13808	Ace Hardware, Inc.	Trash cans Fire Corps	\$ 56.71
8/4/2022	13808	Ace Hardware, Inc.	Discount	\$ (1.72)
8/4/2022	13808	Ace Hardware, Inc.	Hose repair for sprinkler prop hose	\$ 9.19
8/4/2022	13808	Ace Hardware, Inc.	Power cleaner/degreaser	\$ 6.98
8/4/2022	13808	Ace Hardware, Inc.	Picture frame hanger	\$ 11.03
8/4/2022	13808	Ace Hardware, Inc.	Hex nipple	\$ 2.57
8/4/2022	13809	AFLAC	AFLAC	\$ 270.90
8/4/2022	13810	Alpine Internet Solutions	Content Plan for August 2022	\$ 395.00
8/4/2022	13811	Baxter Auto Parts Inc, Auto Parts	Wiper blades 771	\$ 66.38
8/4/2022	13811	Baxter Auto Parts Inc, Auto Parts	Rehab Unit battery	\$ 349.90
8/4/2022	13811	Baxter Auto Parts Inc, Auto Parts	2014 Tahoe Oil Change	\$ 39.68
8/4/2022	13811	Baxter Auto Parts Inc, Auto Parts	Washer nozzle 775	\$ 15.31
8/4/2022	13811	Baxter Auto Parts Inc, Auto Parts	Vacuum tee asst (return)	\$ (7.34)
8/4/2022	13812	Bend Broadband	8224 60 007 0119276 - 703 Cable	\$ 160.05
8/4/2022	13812	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$ 667.51
8/4/2022	13813	Beverly Halcon	Reimb. groceries for Natl Night Out & UK Meet & Greet	\$ 63.88
8/4/2022	13814	BOUND TREE MEDICAL, LLC.	EMS MED ORDER# 39445727	\$ 125.39
8/4/2022	13814	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39475664	\$ 358.20
8/4/2022	13815	Carlson Sign	SAFER Grant Volunteers Needed Signs	\$ 525.00
8/4/2022	13816	CEC, INC	electric-Elm	\$ 1,267.98
8/4/2022	13816	CEC, INC	electric-Buffalo	\$ 92.60
8/4/2022	13816	CEC, INC	electric-Camp Sherman	\$ 87.55
8/4/2022	13817	CenturyLink	333226873	\$ 59.84
8/4/2022	13818	City of Sisters	Water-Elm	\$ 297.86
8/4/2022	13819	Cruz Jones	Res. Vol. Mileage & Food Reimb. 07/22	\$ 350.00
8/4/2022	13820	CSTS	Business Annual Permit for Trash/Recycling	\$ 900.00
8/4/2022	13821	Emily Kline	Res. Vol. Mileage & Food Reimb. 07/22	\$ 264.77
8/4/2022	13822	Entenmann-Rovln Co.	Badge - Cunningham #76	\$ 145.75
8/4/2022	13823	Hoyt's Hardware	Training Supplies for RV Academy	\$ 43.40
8/4/2022	13823	Hoyt's Hardware	Lumber for forcible entry prop	\$ 10.56
8/4/2022	13823	Hoyt's Hardware	Lumber for forcible entry prop	\$ 18.56
8/4/2022	13823	Hoyt's Hardware	Lumber for forcible entry prop	\$ 11.60
8/4/2022	13824	InnerTech	IT Services: Remote setup of new accounts	\$ 80.00
8/4/2022	13825	KJ Accounting	Monthly Finance Manager Services - July 2022	\$ 2,000.00
8/4/2022	13826	L.N. Curtis and Sons	CONFIDENCE PLUS SCBA CLEANER	\$ 259.38
8/4/2022	13826	L.N. Curtis and Sons	Helmet decals structural helmets	\$ 44.75
8/4/2022	13827	LIFE-ASSIST	EMS SUPPLY ORDER# 56223996	\$ 460.00
8/4/2022	13828	Mission Linen Supply, Inc.	mats/rugs	\$ 53.24
8/4/2022	13829	Momentum Promo	Embroidery: Pyne, Ward, Schulz	\$ 112.50
8/4/2022	13830	Norco Medical Supply, Inc.	CALIBRATION GAS FOR GAS MONITOR (721)	\$ 194.00
8/4/2022	13830	Norco Medical Supply, Inc.	MEDICAL OXYGEN - K CYLINDER	\$ 26.12
8/4/2022	13830	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 47.13
8/4/2022	13830	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 31.49
8/4/2022	13830	Norco Medical Supply, Inc.	MEDICAL OXYGEN - D CYLINDER	\$ 47.13
8/4/2022	13830	Norco Medical Supply, Inc.	HANDLING CHARGE	\$ 29.00
8/4/2022	13830	Norco Medical Supply, Inc.	FUEL SURCHARGE	\$ 2.49
8/4/2022	13831	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
8/4/2022	13832	Pacific Office Automation, Inc	copies/kit - Konica	\$ 171.36
8/4/2022	13832	Pacific Office Automation, Inc	Fleet Agreement two HP Printers	\$ 63.86
8/4/2022	13833	Patrick Burke	Reimb. Meal Purchases for UK Dinner	\$ 211.50
8/4/2022	13834	Pediatric Emergency Standards	Annual Subscription Pre-Hospital	\$ 344.20
8/4/2022	13835	Pony Express, Inc.	Postage for budgets to county	\$ 38.19
8/4/2022	13835	Pony Express, Inc.	shipping to DPSST	\$ 7.22
8/4/2022	13835	Pony Express, Inc.	shipping for turnout repair	\$ 14.41
8/4/2022	13836	Quill	Misc. Office Supplies: pens, pencils, post-it notes, notepads, etc.	\$ 350.89
8/4/2022	13836	Quill	Office Supplies: Training Folders	\$ 223.98
8/4/2022	13836	Quill	Office Supplies: Folders, storage boxes	\$ 105.97
8/4/2022	13836	Quill	Office Supplies: binders, clips, staples	\$ 99.70

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
8/4/2022	13837	Rachel Ulm	Res. Vol. Lt. Food & Mileage Reimb.	\$ 600.00
8/4/2022	13838	Ranch Country Outhouses	Standard Toilet Rental - July 2022	\$ 85.00
8/4/2022	13839	Robin Holm	Reimb. Tposts purchased for ESign Program	\$ 247.60
8/4/2022	13840	SeaWestern, Inc.	SCBA COMPRESSOR CO MONITOR CALIBRATION	\$ 260.00
8/4/2022	13841	Solomon Byles	Res. Vol. Mileage & Food Reimb. 07/22	\$ 350.00
8/4/2022	13842	Terminix	Pest control services - Camp Sherman	\$ 87.00
8/4/2022	13843	Treasure Valley Coffee	water & cooler rental	\$ 258.75
8/4/2022	13844	TYPE ONE INCIDENT SUPPORT, LLC	CLASS A FOAM (5 GAL BUCKET)	\$ 2,100.00
8/4/2022	13845	Vohs Custom Landscaping	Landscape Services per Contract - 07/22	\$ 1,387.60
8/4/2022	13846	WFCA: The Daily Dispatch	Fire-Medic Advertisement - Western Division	\$ 405.00
8/4/2022	13847	Xpress Printing, Inc.	Printing - Adopted Budget 22/23	\$ 493.72
8/4/2022	13847	Xpress Printing, Inc.	Business cards: Burke	\$ 89.78
8/9/2022	13848	LIFE-ASSIST	EMS ORDER# 08220183	\$ 46.20
8/9/2022	13848	LIFE-ASSIST	Saline flush	\$ 46.20
8/15/2022	13849	BI-Mart Corporation	Apparatus supplies - Sta 703	\$ 2.97
8/15/2022	13849	BI-Mart Corporation	Toilet cleaner - Sta 703	\$ 2.49
8/15/2022	13850	Bulls Eye Carpet Cleaning	Comm Hall Carpet Cleaning after Rhythm & Brews Festival	\$ 290.00
8/15/2022	13851	C & K Market	Breakfast for Case Reviews	\$ 43.81
8/15/2022	13852	Caselle, Inc.	Contract support charges 09/2022	\$ 354.00
8/15/2022	13853	City of Sisters	Sisters Vision Facilitation Services	\$ 1,000.00
8/15/2022	13854	DMV	DMV Record Check - Accident Report	\$ 8.50
8/15/2022	13854	DMV	dmv record Check	\$ 6.00
8/15/2022	13855	DPSST	Criminal History Check - 41931 Westburg	\$ 46.25
8/15/2022	13856	East Cascade	Alarm Monitoring Services: 09/01/2022-11/30/2022	\$ 270.14
8/15/2022	13857	Ed Staub & Sons Petroleum	Fuel	\$ 4,229.68
8/15/2022	13858	Freightliner Northwest Redmond	Rooftop AC Labor	\$ 1,763.17
8/15/2022	13859	HRA VEBA Trust	YA527 VEBA Contributions for FY 22/23	\$ 20,000.00
8/15/2022	13859	HRA VEBA Trust	YA527 VEBA Contributions for FY 22/23	\$ 49,000.00
8/15/2022	13859	HRA VEBA Trust	YA527 VEBA Contributions - SAFER Vol Coord	\$ 1,500.00
8/15/2022	13860	LIFE-ASSIST	Solu-Medrol	\$ 32.86
8/15/2022	13861	Local Government Law Group, P.C.	Legal - Personnel	\$ 364.00
8/15/2022	13862	Mountain Medical	Byles Vaccinations	\$ 335.00
8/15/2022	13863	Pacific Fire Apparel	Station 704 Custom Artwork	\$ 300.00
8/15/2022	13864	Quill	Notepads	\$ 22.98
8/15/2022	13865	Rachel Ulm	Res. Vol. Lt. Mileage & Food Reimb. - 08/2022	\$ 600.00
8/15/2022	13866	Republic Services	Disposal Services - Elm St.	\$ 34.38
8/15/2022	13866	Republic Services	Disposal Services - Buffalo Dr.	\$ 18.46
8/15/2022	13867	SDIS	Admin Health Insurance	\$ 3,671.84
8/15/2022	13867	SDIS	Admin Life, ST/LTD	\$ 146.54
8/15/2022	13867	SDIS	Operations Health Insurance	\$ 19,951.28
8/15/2022	13867	SDIS	Operations Life, ST/LTD	\$ 732.70
8/15/2022	13867	SDIS	Ins/Disability - Orthodontia pass through	\$ 117.94
8/15/2022	13867	SDIS	Cunningham - August Premium	\$ 2,164.58
8/15/2022	13867	SDIS	Cunningham - August Life, STD, LTD	\$ 73.27
8/15/2022	13868	Systems Design	EMS Billing & Postage for July	\$ 1,373.02
8/15/2022	13869	The Sign Man	Green Sheeted Blanks - ESigns	\$ 952.93
8/15/2022	13870	WCP Solutions	Sponges	\$ 58.79
8/15/2022	13870	WCP Solutions	Bathroom tissue and white folding towels	\$ 120.24
8/15/2022	13871	BI-Mart Corporation	Shoe polish - Sta 701	\$ 18.87
8/19/2022	13872	Alpine Internet Solutions	Website Hosting and Management - September 2022	\$ 85.00
8/19/2022	13873	Avion Water Co Inc.	Water-703	\$ 21.96
8/19/2022	13874	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39488354	\$ 780.74
8/19/2022	13875	Dana Signs	reflective decals	\$ 171.30
8/19/2022	13876	L.N. Curtis and Sons	SAFER: BBR RV's	\$ 1,017.51
8/19/2022	13877	Les Schwab Warehouse Center	Tires for 771 (2)	\$ 1,330.13
8/19/2022	13878	Momentum Promo	Screen printed tshirts & embroidered caps	\$ 830.40
8/19/2022	13879	Ponderosa Forge & Ironworks, I	Drill holes in address sign posts	\$ 10.00
8/19/2022	13880	Ponderosa Heating & Cooling, I	701 VENTING FOR ADDED DRYERS	\$ 2,202.64
8/19/2022	13881	Quill	Check envelopes, folders	\$ 155.96
8/19/2022	13881	Quill	Office Supplies: binders, index	\$ 79.90
8/19/2022	13882	Sureline Broadband	Broadband Install at Station 704	\$ 2,100.00
8/19/2022	13882	Sureline Broadband	Broadband Install at Station 704	\$ 100.00
8/19/2022	13883	TargetSolutions Learning, LLC	Training Data Mgmt	\$ 8,280.54

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
8/19/2022	13884	Temp-Rite Mechanical	HVAC Repair 2nd floor, west side	\$ 1,074.50
8/19/2022	13885	Treasure Valley Coffee	5 gal water (34) and cooler	\$ 289.95
8/19/2022	13886	Van Handel Automotive, Inc.	Repair 06 Chevy	\$ 478.13
8/9/2022	700017	Hampshire & Isle of Wight	Accommodations for HIWFRS Exchange	\$ 2,198.24
8/25/2022	700017	US Bank - Visa	NUMBER PLACARD (734)	\$ 160.00
8/25/2022	700017	US Bank - Visa	TRAINING GATE REMOTES (10/PKG)	\$ 171.99
8/25/2022	700017	US Bank - Visa	Dinners for UK Exchange	\$ 41.27
8/25/2022	700017	US Bank - Visa	Annual BOLI compliance posters	\$ 51.00
8/25/2022	700017	US Bank - Visa	Gas lift struts for 792 canopy	\$ 30.58
8/25/2022	700017	US Bank - Visa	Garage door spray lube	\$ 31.92
8/25/2022	700017	US Bank - Visa	UK Exchange - Business Meals	\$ 315.52
8/25/2022	700017	US Bank - Visa	TRAINING meals/supplies	\$ 111.86
8/25/2022	700017	US Bank - Visa	Replacement pillows for Sta 701	\$ 32.47
8/25/2022	700017	US Bank - Visa	Wipers for 711	\$ 21.98
8/25/2022	700017	US Bank - Visa	Fuel for 711 (Pac Pride down)	\$ 28.24
8/25/2022	700017	US Bank - Visa	UK Exchange Flights - Ward/Ulm	\$ 2,442.94
8/25/2022	700017	US Bank - Visa	National Registry EMT (Ulm)	\$ 152.00
8/25/2022	700017	US Bank - Visa	Light bulbs - 701	\$ 145.41
8/25/2022	700017	US Bank - Visa	Water and snacks	\$ 112.30
8/25/2022	700017	US Bank - Visa	UK Exchange BBQ/Nat'l Night Out	\$ 255.86
8/25/2022	700017	US Bank - Visa	Hotel for RV's at EMT School - AZ	\$ 3,627.45
8/25/2022	700017	US Bank - Visa	Hotels for EMT School Trip - AZ	\$ 888.68
8/25/2022	700017	US Bank - Visa	Meals for EMT School Trip - AZ	\$ 337.32
8/25/2022	700017	US Bank - Visa	Fuel for EMT School Trip - AZ	\$ 574.54
8/25/2022	700017	US Bank - Visa	Costco Cards for FTEs	\$ 120.00
8/25/2022	700017	US Bank - Visa	Costco Cards for FTEs	\$ 600.00
8/25/2022	700017	US Bank - Visa	Air compressor repair	\$ 43.18
8/25/2022	700017	US Bank - Visa	UK Exchange - Welcome Basket Supplies	\$ 128.34
8/25/2022	700017	US Bank - Visa	RV Graduation Supplies	\$ 253.12
8/25/2022	700017	US Bank - Visa	Coffee - Station 701	\$ 258.00
8/25/2022	700017	US Bank - Visa	Batteries	\$ 19.98
8/25/2022	700017	US Bank - Visa	Nametag - Klosterman	\$ 19.98
8/25/2022	700017	US Bank - Visa	Station Supplies	\$ 134.52
8/25/2022	700017	US Bank - Visa	Shelf Hinge	\$ 11.99
8/25/2022	700017	US Bank - Visa	Book Training	\$ 12.69
8/25/2022	700017	US Bank - Visa	Remote Work Subscription - Blalious	\$ 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
08/31/2022	1	Amb Receivable to Actual	1-00-0-1120	Ambulance Receivables	11,999.79	
08/31/2022	2	Amb Receivable to Actual	1-00-0-1160	Allowance for Uncollectible Am	.00	5,999.90-
08/31/2022	3	Amb Receivable to Actual	1-01-0-41100	Ambulance Revenue	.00	5,999.89-
Total JOURNAL ENTRIES (JE):					11,999.79	11,999.79-
References: 3 Transactions: 3						
Grand Totals:					11,999.79	11,999.79-

Report Criteria:

Include transaction count

Journal Code: Journal code = "JE"

Ambulance Receivable as of August 31, 2022

	<u>SystDes</u>
Beginning Ambulance Receivable	223,939.24
Payments received	35,918.09
Adjustments	59,698.12
New Charges	107,616.00
ENDING Ambulance Receivable	235,939.03

Total # of Transports **55**

Adjustments

Medicare/Medicaid	59,278.11
Collection	300.00
Bankruptcy/Other Writeoff	120.01
FireMed	-
Total Adjustments	59,698.12

Outstanding Accounts By Age

CURRENT	152,007.88
31 to 60 days	37,342.55
61 to 90 days	8,377.21
91 to 120 days	29,271.23
OVER 120 days	8,940.16
Total Outstanding as of 08/31/2022	235,939.03

Engine Response Billing as of August 31, 2022

Beginning Engine Response Rec	2,700.00		
Payments received	250.00		
Adjustments	-		
New Charges	500.00		
ENDING Engine Response Rec	2,950.00		
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 in 2022/23	2		
Total Billed 2018/19		\$	5,259.38
Total Billed 2019/20		\$	2,437.50
Total Billed 2020/21		\$	2,700.00
Total Billed 2021/22		\$	1,275.00
Total Billed in 2022/23	\$ 500.00		
Total Received 2018/19		\$	3,209.38
Total Received 2019/20		\$	1,125.00
Total Received 2020/21		\$	2,550.00
Total Received 2021/22		\$	250.00
Total Received 2022/23	\$ 250.00		
2018/19 % Collected			61%
2019/20 % Collected			46%
2020/21 % Collected			94%
2021/22 % Collected			20%
2022/23 % Collected to Date	50%		



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

Minutes of the Safety Committee Meeting
August 17, 2022

1. Call to order
 - a. Chief Craig called the meeting to order at 10:18 a.m.
 - b. Attending: Chief Craig, Executive Assistant Spor, Captain Myers, Engineer/Medic Ward, Engineer/Medic Frutos and Lieutenant Ulm.
 - c. Absent: Firefighter Ketchum, Fire Corps Member M. Stuker and Fire Corps Member Donna Pieper.
2. ***Unanimously approved the minutes from July 2022 as presented. Motion by Captain Myers, EA Frutos second.***
3. **Accidents/Injuries:**
 - a. There were no accidents or injuries reported since the last meeting.
4. **New Business:**
 - a. Office Assistant Bialous has been working with Deb Wattenburg to schedule the annual community and District flu shot clinics. EA Spor also reported weekly COVID clinics will resume in September with the new combo booster.
 - b. The COSHA Conference information was emailed to all committee members.
 - c. EA Spor will reach out to Fire Corps Chair, Beverly Halcon regarding Fire Corps Involvement with the Safety Committee.
5. The next meeting is scheduled for September 21, 2022 at 10:15 a.m.
6. No further business was discussed and the meeting adjourned at 10:25 a.m.

Respectfully submitted,

Julie Spor, Executive Assistant

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 09/11/2022



FEMA

roger johnson
SISTER CAMP SHERMAN
PO BOX 1509
SISTERS, OR 97759

EMW-2021-FG-05203

Dear roger johnson,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2021 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$317,619.04 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$15,880.96 for a total approved budget of \$333,500.00. Please see the FY 2021 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2021 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,



PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2021 Assistance to Firefighters Grant

Recipient: SISTER CAMP SHERMAN

UEI-EFT: K9B4A4D37AX7

DUNS number: 053769980

Award number: EMW-2021-FG-05203

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2021 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$305,000.00
Supplies	\$0.00
Contractual	\$28,500.00
Construction	\$0.00
Other	\$0.00
Indirect charges	\$0.00
Federal	\$317,619.04
Non-federal	\$15,880.96
Total	\$333,500.00
Program Income	\$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2021 AFG NOFO.

Approved request details:

Equipment

Monitor/Defibrillator - 15 leads

DESCRIPTION

Cardiac monitor/defibrillator with the following capabilities: measuring blood pressure, pulse oximetry, carbon monoxide, and exhaled carbon dioxide; obtaining electrocardiograms; providing automated and manual cardiac defibrillation, cardiac pacing, and cardioverting; CPR feedback; electronic data capture and wireless transmission to patient care report. Hardware accessories: Carrying case/pouches; batteries (2 each); AC power adapter; power cord; ECG cables; adult and pediatric defibrillation pads and cables; adult and pediatric sensors/cables for pulse oximetry, carbon monoxide, and carbon dioxide; assorted sizes of blood pressure cuffs and hoses; temperature sensor; data transfer modem. (3) battery chargers (1 for each station equipped with monitors) and 1 data transfer cable. Software accessories: data review software license; Disposables: initial supply of ECG electrodes, defibrillation pads, temperature sensors, and carbon dioxide sensors for intubated and non-intubated patients based on model purchased.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	5	\$45,000.00	\$225,000.00	Equipment

CHANGE FROM APPLICATION

Quantity from 6 to 5

JUSTIFICATION

This reduction is because the number of monitors requested exceeds the number of ALS response vehicles necessitating monitors in your department.

Automatic Chest Compression Device (CPR)

DESCRIPTION

CPR compression device capable of performing CPR on a patient in cardiac arrest without the need for manual compressions performed by a medical provider. Hardware accessories: Carrying case/pouches; 2 batteries; battery charger; AC power adapter; power cord. Initial supply of per patient disposables based on model purchased.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	5	\$16,000.00	\$80,000.00	Equipment

CHANGE FROM APPLICATION

Unit price from \$17,000.00 to \$16,000.00

JUSTIFICATION

This reduction is because the cost you requested for automatic chest compression device exceeds the average price range calculated from market research and prior awards for the same item.

Additional funding

DESCRIPTION

3 year service plan for each cardiac monitor to include onsite preventative maintenance, inspection, and unlimited repairs including parts, labor, and travel with battery coverage. 1 year data plan for cellular transfer of data from cardiac monitor.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	5	\$5,700.00	\$28,500.00	Contractual

CHANGE FROM APPLICATION

Quantity from 6 to 5

JUSTIFICATION

This reduction is because the quantity of warranties for automatic chest compression devices exceeds the quantity of automatic chest compression devices necessitating warranties.

Agreement Articles

Program: Fiscal Year 2021 Assistance to Firefighters Grant

Recipient: SISTER CAMP SHERMAN

UEI-EFT: K9B4A4D37AX7

DUNS number: 053769980

Award number: EMW-2021-FG-05203

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Article 1**Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency. II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002. III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article 2**General Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance. V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

- Article 3 Acknowledgement of Federal Funding from DHS**
Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.
- Article 4 Activities Conducted Abroad**
Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
- Article 5 Age Discrimination Act of 1975**
Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
- Article 6 Americans with Disabilities Act of 1990**
Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101- 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
- Article 7 Best Practices for Collection and Use of Personally Identifiable Information**
Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.
- Article 8 Civil Rights Act of 1964 – Title VI**
Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

- Article 9** **Civil Rights Act of 1968**
Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)
- Article 10** **Copyright**
Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.
- Article 11** **Debarment and Suspension**
Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.
- Article 12** **Drug-Free Workplace Regulations**
Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
- Article 13** **Duplication of Benefits**
Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

- Article 14** **Education Amendments of 1972 (Equal Opportunity In Education Act) – Title IX**
Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.
- Article 15** **Energy Policy and Conservation Act**
Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
- Article 16** **False Claims Act and Program Fraud Civil Remedies**
Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
- Article 17** **Federal Debt Status**
All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
- Article 18** **Federal Leadership on Reducing Text Messaging while Driving**
Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.
- Article 19** **Fly America Act of 1974**
Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the Interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

- Article 20** **Hotel and Motel Fire Safety Act of 1990**
Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a
- Article 21** **John S. McCain National Defense Authorization Act of Fiscal Year 2019**
Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons
- Article 22** **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**
Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.
- Article 23** **Lobbying Prohibitions**
Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
- Article 24** **National Environmental Policy Act**
Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans

- Article 25 Nondiscrimination In Matters Pertaining to Faith-Based Organizations**
It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
- Article 26 Non-Supplanting Requirement**
Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
- Article 27 Notice of Funding Opportunity Requirements**
All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
- Article 28 Patents and Intellectual Property Rights**
Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
- Article 29 Procurement of Recovered Materials**
States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
- Article 30 Rehabilitation Act of 1973**
Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

- Article 31** **Reporting of Matters Related to Recipient Integrity and Performance**
General Reporting Requirements: If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.
- Article 32** **Reporting Subawards and Executive Compensation**
Reporting of first tier subawards. Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.
- Article 33** **Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**
Recipients and subrecipients must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act §§ 70901-70927, Pub. L. No. 117-58 (2021); and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers. See also Office of Management and Budget (OMB), Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure. Recipients and subrecipients of federal financial assistance programs for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States--this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States--this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or

permanently affixed to the infrastructure project. When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. (a) When the federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the OMB Made In America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described. For awards by the Federal Emergency Management Agency (FEMA), existing waivers are available and the waiver process is described at 'Buy America' Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. For awards by other DHS components, please contact the applicable DHS FAO. To see whether a particular DHS federal financial assistance program is considered an infrastructure program and thus required to include a Buy America preference, please either contact the applicable DHS FAO, or for FEMA awards, please see Programs and Definitions: Build America, Buy America Act | FEMA.gov.

Article 34 SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article 35 Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article 36 Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons. Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.

- Article 37 Universal Identifier and System of Award Management**
Requirements for System for Award Management and Unique Entity Identifier Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.
- Article 38 USA PATRIOT Act of 2001**
Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c.
- Article 39 Use of DHS Seal, Logo and Flags**
Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.
- Article 40 Whistleblower Protection Act**
Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.
- Article 41 Environmental Planning and Historic Preservation (EHP) Review**
DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 42 Applicability of DHS Standard Terms and Conditions to Tribes
The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article 43 Acceptance of Post Award Changes
In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article 44 Disposition of Equipment Acquired Under the Federal Award
For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state subrecipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state subrecipients must follow the disposition requirements in accordance with state laws and procedures.

Article 45**Prior Approval for Modification of Approved Budget**

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 46**Indirect Cost Rate**

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Article 47**Award Performance Goals**

FEMA will measure the recipient's performance of the grant by comparing the number of items requested in its application, the numbers acquired (ordered, paid, and received) within the period of performance. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients compliance with the applicable industry, local, state and national standards described in the NOFO.

Obligating document

1. Agreement No. EMW-2021-FG-05203	2. Amendment No. N/A	3. Recipient No. 930932704	4. Type of Action AWARD	5. Control No. WX00671N2022T		
6. Recipient Name and Address SISTER CAMP SHERMAN 301 S ELM ST SISTERS, OR 97759		7. Issuing FEMA Office and Address Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		8. Payment Office and Address FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742		
9. Name of Recipient Project Officer roger johnson		9a. Phone No. 5415490771	10. Name of FEMA Project Coordinator Assistance to Firefighters Grant Program		10a. Phone No. 1-866-274-0960	
11. Effective Date of This Action 09/11/2022	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING		14. Performance Period 09/18/2022 to 09/17/2024 Budget Period 09/18/2022 to 09/17/2024		
15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
AFG	97.044	2022-F1-GB01 - P410-xxxx-4101-D	\$0.00	\$317,619.04	\$317,619.04	\$15,880.96
Totals			\$0.00	\$317,619.04	\$317,619.04	\$15,880.96
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This field is not applicable for digitally signed grant agreements						

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
18. FEMA SIGNATORY OFFICIAL (Name and Title)	DATE
PAMELA WILLIAMS, Assistant Administrator, Grant Programs	09/11/2022

FIRE CHIEF'S REPORT MONTH-SEPTEMBER, 2022

I. FIRE ACTIVITY STATUS:

Statewide fire activity has significantly increased in the past month with local task force deployments to fires in Redmond and Prineville, along with multiple conflagrations in the state. The closest fire to the District is the Cedar Creek Fire which has crossed into southern Deschutes County and is currently over 92,000 acres in size. Smoke impacts from the Cedar Creek Fire have impacted the Sisters community.

II. NOTEWORTHY OPERATIONAL EVENTS:

Sisters Fire responded to local task force activations in the past month and supported statewide mobilizations with a command vehicle and task force leader trainee. We have been short one staff member as Travis Martin went to work for the City of Bend Fire Department. Many of our career staff have been working extra shifts and it has been difficult to staff engines for out of district response to conflagrations.

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. Statewide wildfire detection camera meeting.
- f. OSFM defensible space community meeting.
- g. Zonehaven evacuation management software meeting.
- h. Representative Evans Recovery Workgroup meeting.
- i. Representative Evans Response Capacity Workgroup meeting.
- j. ISO meeting related to state wildfire capacity working group.
- k. Multiple Fire Defense Board coordination meetings/calls.
- l. Oregon Fire Chiefs Association board meeting.
- m. Weekly statewide fire service coordination calls with OSFM and Fire Marshals association.
- n. OFCA legislative stakeholder coordination meeting in Salem.
- o. SIEC Meeting
- p. Shift Commander Coordination/Staffing analysis meeting

IV. SPECIAL PROJECTS UPDATE:

1. We currently have one opening for a career firefighter/paramedic. After the close of applications we didn't have enough applicants to proceed with an exam. We are appointing Resident Volunteer Rachel Ulm to a temporary position and will re-advertise the position during the coming winter/spring.
2. We have appointed Karla Cross to the vacant position of Recruitment and Retention Coordinator to fill out the remainder of the grant period. Karla brings a tremendous amount of program management and marketing experience to the position.
3. There continues to be a lot of uncertainty with the wildfire risk map and corresponding legislative impacts. The outcome of the fall election season is likely to impact SB 762 and its implementation timeline. We are hearing of several legislative concepts designed to reduce the impacts of SB 762.
4. Kay and Julie are continuing to work with US Bank and SDAO to recover funds that were illegally transferred. Chief Craig has also met with Deschutes County Sheriff's Office regarding the issue. We have been informed that a check has been issued to reimburse the District for one of the transfers but we have not received the check at this time. US Bank has instituted protective measures to prevent future transfers and we will be opening a new account to reduce future risk.
5. District Mechanic Tom Ward has given his notice that he will be retiring in October. Tom has committed to performing annual inspections and pump testing prior to his departure. We will need to develop a plan for fleet maintenance services going forward.
6. We will be hosting a strategic planning session with George Dunkel from SDAO on November 7th from 0830-1200 hrs. If you are able to block out time to participate in the process it would be great.
7. Sarah is reviewing district plans and documents and updating our terminology for station 703. Sarah is finding very few updates needed so far.

V. VOLUNTEER STATUS:

We are not planning a fall volunteer recruit academy at this time. Karla will be focusing recruitment efforts in the Metolius Basin. We will schedule an academy in Camp Sherman when we have some candidates interested in the training.

VI. OTHER:



Community Risk & Fire Safety Manager Report

August 2022

Pub Education Report & Fire Corps:

- The Fire Corps continues to be busy with wildfire assessments and assisting homeowners with insurance concerns. Thank you Beverly and crew.
- Address sign program and home safety inspections continue to be popular.

Public Event Permit Applications Review:

- Summer events winding down.
- 2 new public event applications were reviewed.

New Construction Plan Review

- 3 County land use reviews
- 1 City of Sisters land use reviews
- 2 final inspections of commercial remodel
- 1 Final Plat approval
- 2 Conditional Use applications

Other Fire Safety & Prevention Duties:

- 4 Knox-box lock ups
- Continued homeless camp concern questions regarding wildfire
- With a leaderless Project Wildfire, trying to assist ODF in Firewise support
- 4 Fire Department annual inspection
- 2 pre-app for new businesses
- Fire Department access in rural area consult
- Follow up on NOV's
- Follow-up a several code and citizen complaints.

- **2 ADU County reviews**
- **Independent Contractor Fire Safety Compliance Inspection @ Metabolic Maintenance**
- **Independent Contractor Fire Safety Compliance Inspection @ Library**
- **Independent Contractor Fire Safety Compliance Inspection @ Hardtails**
- **Independent Contractor Fire Safety Compliance Inspection @ Sisters High School**