



AGENDA

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

October 18, 2022 – 5:00 p.m.

Via Zoom: <https://zoom.us/j/98261409605?pwd=RVh4M2NOUUFM2L2NCLzBENUZJbDRodz09>

1. Open the Regular Meeting
2. Consent agenda
 - a. Administrative Summary
 - b. Dashboard Report
 - c. September 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. Association Meeting Minutes
 - l. Safety Committee Meeting Minutes
3. Correspondence
 - a. Deschutes County Sheriff
 - b. Klamath County Fire District 1
 - c. Government Finance Officers Association
4. Administration
 - a. Staff Reports:
 - i. SR-22-3: Legislative Advocacy Policy
 - ii. SR-22-4: Station 704 Exterior Paint Project
 - b. Resolutions
 - i. 2022-2023-004: VHF Radio Purchase
 - ii. 2022-2023-005: Station 704 Exterior Paint Project
 - c. OR Dept. of Forestry Grant Participation
 - d. Office of State Fire Marshal Grant
 - e. Signing of Fire Chief Contract
5. Fire Chief Report
6. Fire Safety Manager report
7. President's Report
8. Other business
 - a. 2022 OR Fire Service Conference
9. Adjourn meeting

CONSENT AGENDA

Administrative Summary for Consent Agenda

September 2022 Data

Minutes - No changes.

Revenue & Expenditure Dashboard Report

- Interest rate for the LGIP is at 1.84%.
- Expenditures are tracking inline with target goal of 25% of budget for this period.

Operations Overview Dashboard Report

- EMS response and transports increased over the same period last year.
- There was a total of 129 calls in September.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balances with the bank and totals \$2,411,850.61 at the end of September. The interest rate increased to 1.84%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$62387.66.

U.S. Bank

- Total sum of funds in US Bank checking at end of September balances with the bank and totals \$76,040.94. **The bank reconciliation includes two outstanding bank adjustments related to two fraudulent ACH debits for a total of \$14,576.52.*

*Update on US Bank Fraud:

Since the August Board Meeting, staff has implemented positive pay on the US Bank Checking account for both ACH debits and all checks. This means that any ACH debit attempts that fall outside of an approved list of agencies that have been pre-approved to debit the account, fall into an exception file. Daily, staff is alerted to any exception items in the queue and are required to either approve them or reject them. This same process is in place since the last meeting on the checks paid out by the District. Each check's details are entered into US Bank's system and any items presented that do not match the details entered by staff into the US Bank Singlepoint system are placed in an exception queue. EA Spor receives these alerts via text and email and checks the Singlepoint system daily during the week.

The refund from WEX, Inc. was received on October 13, 2022 and deposited to the District's account. One outstanding item from the previous meeting (an ACH Debit for \$7,043.44 to American Express) is still outstanding. FM Johnson and EA Spor have continued to work on these with both US Bank, but as of the time of this report, no funds have been received.

Staff has not received any updates from Deschutes County Sheriff's Office on the investigation, but are working on filing a claim with the insurance company as discussed last month for the outstanding amount of \$7,043.44.

Two additional ACH debits have been attempted on the US Bank account since the last meeting. Both of these attempts were thwarted with the Positive Pay Exception process in place on the account and were marked as "Return/No Pay."

US Bank made contact this week to let FM Johnson know the new US Bank Account was now set up and FM Johnson and EA Spor will work to start transitioning from the current account to the new account.

Operating Fund Summaries

Revenue

- Current Property taxes will come in November.
- Prior taxes are coming in as expected.

Expenditures

- Maintenance Department Capital Outlay is at 99% of budget due to a one-time expenditure budgeted for the year that has been paid.

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 is steadily decreasing as PERS clears their system with employee class changes and retiree wage cleanup.
- Miscellaneous liabilities are due to AFLAC employee payments and employee donations. This clear quarterly.

Check Register

- Check numbers: 13901, 13906 and 13916. These were refund requests from System Designs for ambulance overpayments on patient accounts.
- Check numbers 13900 and 13932. These are for the District's \$250 AED grant match for AED grants awarded to two local businesses/organizations.
- Check number 13920 to Audio Visual of Bend. This was paid and voided due to the invoice being paid by the Deputy Chief with the District Visa card.
- Check number 13936 to Johnson Bros TV and Appliance. This is for new stacked washer/dryer units for Station 701 as budgeted.
- Check number 13967 to Sisters High School Black and White Club. This check is for a Volunteers Wanted marketing sign for display at the Sisters High School football field and gym.

Adjusting Journal Entries

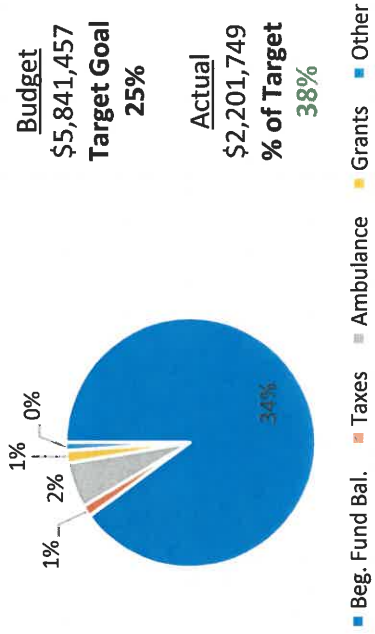
- Entry for ambulance receivables to actual.
- Entry for transfer from Building Reserve Fund for Station 703 Exterior Paint Project and Station 701 AV System Upgrade Project.

Ambulance Report - Total of 51 transports for September.

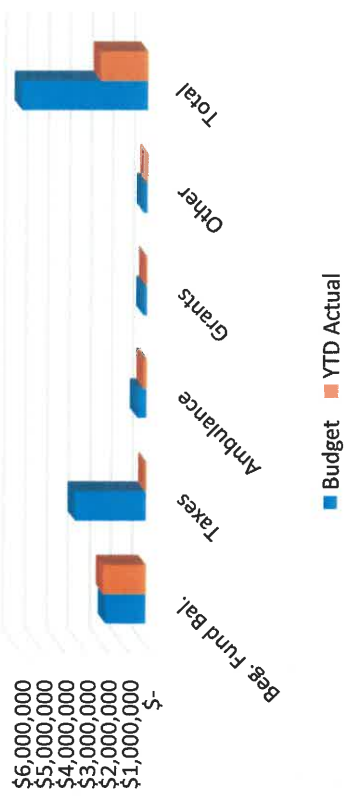
Engine Response Report – No new charges or payments for September.

REVENUE & EXPENDITURE OVERVIEW - AS OF SEPTEMBER 2022

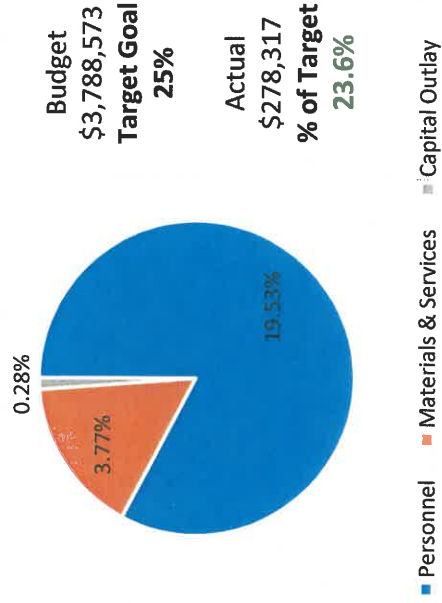
22/23 Actual Revenue as % of Budget



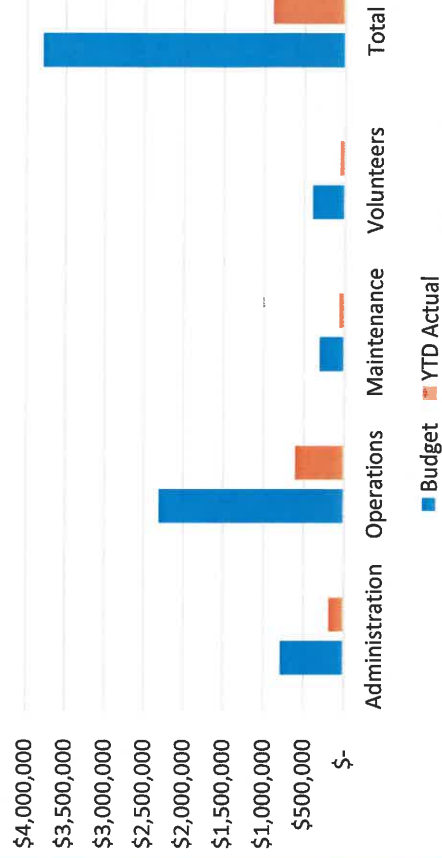
Budget vs. Actual Revenue - Year to Date



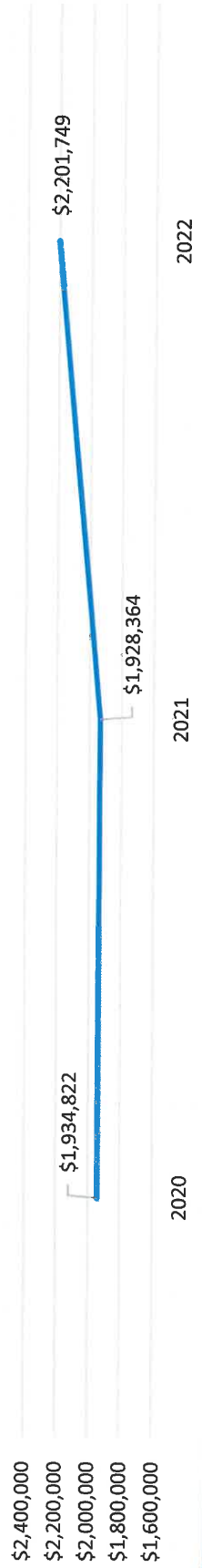
22/23 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date

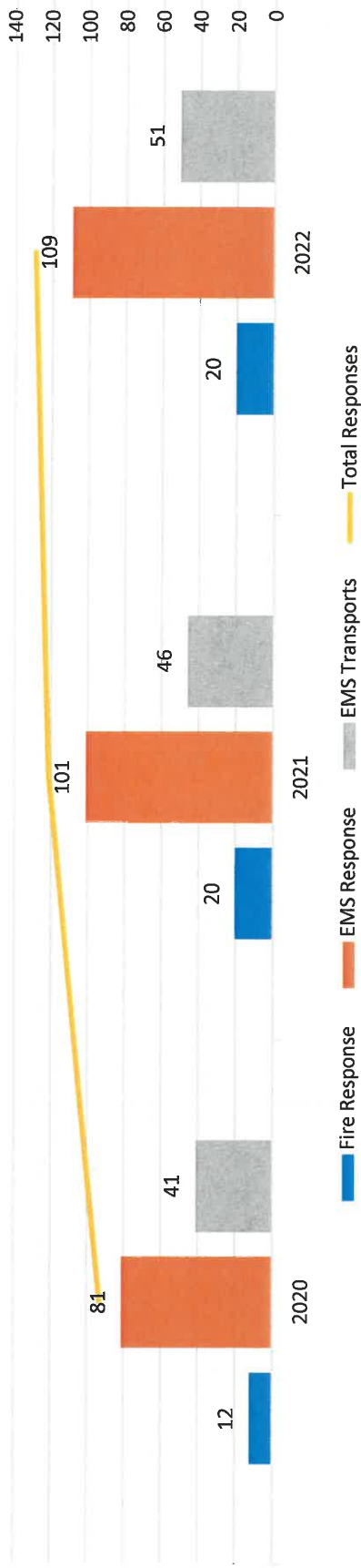


Total Revenue - 3 Years - As of September 2022

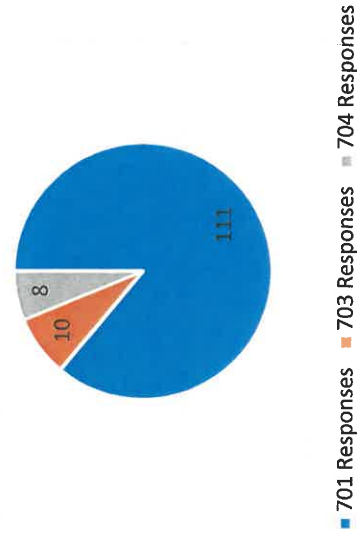


OPERATIONS OVERVIEW - AS OF SEPTEMBER 30, 2022

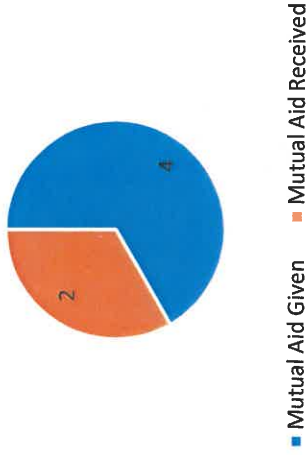
September Responses by Type - 3 Years



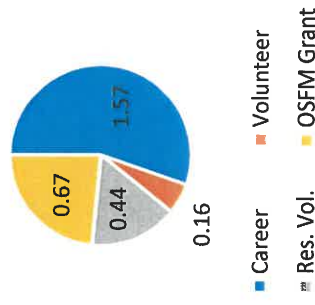
Responses by First-Due Station



September Mutual Aid Given/Received



Average Response by Personnel Type



Back to Back Calls Sept.

21

September Callback Overview
 Personnel Callbacks (7PC's) = 10
 7PC's Staffed with ALS Staffing = 9
 7PC's Staffed with Engine Staffing = 7

Ave Personnel on Standby

2.83



**Minutes of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
September 20, 2022**

1. Board President Chuck Newport opened the meeting 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, Finance Manager Kay Johnson, Deputy Chief Craig, Fire Safety Manager Green, Recruitment & Retention Officer Cross and Captain Ast (via Zoom).

2. Consent agenda
 - a. ***Unanimously approved the Consent Agenda as presented. Motion by Secretary McGowan, second Director Schulz.***
 - i. FM Johnson and EA Spor provided an update on the US Bank fraudulent ACH debits that have occurred over the past several months. Two debits are still outstanding at this time for a total of \$14,576.52. Staff is working with US Bank to finalize additional security measures on the existing account and opening a new account. In addition, the bank is working on determining if they will credit the District back with one of the debits in the amount of \$7043.44. WEX Inc. is the other company who was paid fraudulently through the District's account in the amount of \$7533.08. WEX has informed staff they returned the funds to the person who fraudulently accessed the account. They have issued stop payment on that return payment and have reissued a new check to the District. This is still outstanding at the time of the meeting.
 - ii. Director McGowan inquired about check number 13850 to Bullseye Carpet Cleaning. EA Spor said this was a bill for carpet cleaning in the Community Hall after a recent event. The organizer of the event pre-paid for this cleaning.
 - iii. Director Schulz inquired about check number 13812 to Bend Broadband. EA Spor said this is for telephone, tv and cable internet throughout Station 701.

3. Correspondence:
 - a. Reviewed an award letter from the US Department of Homeland Security approving the FY 2021 Assistance to Firefighters Grant submitted by the District to purchase medical equipment including cardiac monitors/defibrillators and CPR compression devices. This is a regional grant with Sisters-Camp Sherman, Black Butte Ranch and Cloverdale Fire Districts. Total amount of the grant award is \$317,619.04 with a \$15,880.96 match from the agencies. Engineer-Medic Frutos has been the District's grant writer for several years now and has been doing a fantastic job with great success. The District may delay order of the cardiac monitors while the company rolls out a new model.

4. Administration

a. Resolutions:

- i. ***Unanimously adopted Resolution 2022-2023-003 authorizing the expenditure of funds from the Equipment Reserve Fund for payment of expenses related to FEMA AFG Grant #EMW-2021-FG-05203 as outlined in the grant award letter for amounts not to exceed \$317,619.04 (federal share) and \$15,880.96 (local share to be shared between Sisters-Camp Sherman, Black Butte Ranch and Cloverdale Fire Districts). Motion by Vice President Miller, Director Sutton second.***

5. Fire Chief Report

- a. Chief Johnson provided a written report to the Board. He mentioned the firefighter market is very tight right now. The District has hired a temporary employee to fill a current vacancy for firefighter/paramedic. Staff will wait a few months to see how the market looks before we re-advertise and attempt to hire a full-time employee.
- b. Chief Johnson introduced Karla Cross-Green. Karla was hired as the District's full-time Recruitment and Retention Officer under the FEMA SAFER Grant. Karla has a lot of professional marketing experience and she will work over the next few months to create a strategic marketing plan for recruiting additional firefighters specifically for Camp Sherman. She is also working on applying for an extension to the grant period of performance in order to maximize grant funding.
- c. The District has scheduled the fall preparedness insert for the Nugget Newspaper. A portion of this issue will include a highlight on Camp Sherman and volunteer opportunities.
- d. The District's part-time mechanic, Tom Ward has retired and is moving to Illinois. Staff is working on options to ensure the fleet is maintained and inspected as required.
 - i. President Newport and Secretary McGowan will work on a letter to Mechanic Ward for the work he's done for the District, his workmanship, diligence and professionalism and mostly his heart.

6. Fire Safety Manager Report

- a. Fire Safety Manager Green provided a written report. As usual, the Fire Corps and Prevention staff are working hard on community service projects and completing a dozen or more wildfire home safety inspections over the past month. They have also been busy with address signs and community CPR classes. The City of Sisters is losing Troy to another job. Troy has been a great liaison for FSM Green to work with. FSM Green has reported a lot of new construction happening in the area. He recently hosted a class of Portland State University students to teach them about wildfire mitigation.

President Newport adjourned the Regular Meeting at 5:30 p.m. The Directors and Chief Johnson entered into Executive Session per ORS 192.660(2)(i) to review and evaluate the employment-related performance of Chief Johnson.

President Newport resumed the regular meeting at 5:50 p.m. and invited staff and guests to return.

7. President's Report

a. Chief Johnson Performance Review:

- i. ***Unanimously approved new terms for Chief Johnson's employment contract including: new expiration date of July 1, 2024; 4% cost-of-living pay increase for 2022-23 consistent with all other employees of the District, and including longevity pay at +1% after 10 years, +2% after 15 years, +1% after 20 years of***

continuous career service with the District consistent with all other employees of the District. All other terms and conditions to remain the same as the prior contract. Motion by Vice President Miller, Director Sutton second.

- ii. Chief Johnson will forward the contract to legal counsel for review on the Board's behalf. A final copy of the contract, with new terms as agreed upon by the Board, will be presented for President Newport's signature at the October 2022 regular meeting of the Board.

8. Other Business

- a. Chief Johnson reminded the Directors of the upcoming Strategic Plan update workshop. George Dunkel from SDAO will facilitate the discussion on November 7 in the Community Hall.

No further business was discussed and the meeting adjourned at 5:54 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board

Addendum: EA Spor contacted Secretary McGowan to confirm the Board's intent on the Fire Chief's contract renewal, and subsequent pay increases, would be retroactive to July 1, 2022. The consensus of the Board affirmed this. The contract scheduled to be signed by President Newport at the October meeting will reflect these terms.

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account: 10001080

Bank Account Number: 153695237070

Bank Statement Balance:	116,922.87	Book Balance Previous Month:	17,973.68
Outstanding Deposits:	191.80	Total Receipts:	343,413.63
Outstanding Checks:	55,650.25	Total Disbursements:	285,346.37
Bank Adjustments:	14,576.52	Book Adjustments:	.00
Bank Balance:	76,040.94	Book Balance:	76,040.94

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
74	19.12	80	28.83	86	19.12	145	19.12	
77	28.83	83	28.83	89	28.83	148	19.12	
							Total:	<u>191.80</u>

Deposits cleared: 38 items Deposits Outstanding: 8 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	
1	44,341.21	13953	270.90	13961	170.00	13967	1,000.00	
13839	247.60	13954	826.60	13962	2,000.00	13969	1,765.00	
13916	150.00	13956	1,225.38	13963	33.60	13970	260.00	
13919	85.00	13958	275.00	13964	22.50	13971	87.00	
13939	29.90	13959	1,403.22	13965	69.55	13973	204.15	
13943	46.00	13960	358.10	13966	779.54			
							Total:	<u>55,650.25</u>

Checks cleared: 84 items Checks Outstanding: 23 items

Bank Adjustments

Description	Amount	Description	Amount
AMEX ACH Withdrawal (Outstanding Fra	7,043.44	WEX ACH Withdrawal (Outstanding Frau	7,533.08
		Total:	<u>14,576.52</u>

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 6480 S Y ST01

Business Statement

Account Number:
1 536 9523 7070

Statement Period:
Sep 1, 2022
through
Sep 30, 2022

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000000180 02 AB 0.491 000638328904529 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:

877-295-2509

U.S. Bank accepts Relay Calls

Internet:

usbank.com

NEWS FOR YOU

The new business apps page within online banking allows you to manage multiple aspects of your business in one place, securely. To access the business apps page, log into online banking using your business profile at usbank.com/mybusiness.

INFORMATION YOU SHOULD KNOW

Effective November 14, 2022, the *Your Deposit Account Agreement* document will include update(s) and may affect your rights.

Primary updates in your revised *Your Deposit Account Agreement* document for all accounts:

- Updates to **Deposits** section, **Foreign Currency** sub section: Added language to include foreign currency notes and foreign currency note processing.
- Updates to **Insufficient Funds and Overdrafts** section, **Insufficient Funds** sub section, **Our Fees** sub section: Removed Extended Overdraft Fee language for consumer accounts.
- Updates to **Levies, Garnishments and Other Legal Process** section: Unnecessary and unutilized language removed for simplicity of the agreement.
- Updates to **Resolution of Disputes by Arbitration** section: Added language to include claims related to use of any digital services made available through our website, online banking platforms and mobile apps.

Primary updates in your revised *Your Deposit Account Agreement* for business accounts:

- Updates to **Electronic Banking Agreement for Business Customers** section:
 - **Limits on Transfers** section, **Security** sub section: Added money transfer for clarification on the transaction limit for sending money through a U.S. Bank Debit Card.
 - **Limits on Transfers** section, **Purchases at Merchants** sub section: Added money transfers using your card through a third party.

Beginning November 14, 2022, a copy of the *Your Deposit Account Agreement* document will be available online at usbank.com, by calling 800-673-3555 or at your local U.S. Bank branch.

If you have any questions, you can call us at 800-673-3555. Our business bankers are here to help 8 a.m. to 8 p.m. CT Monday through Friday and 8 a.m. to 6:30 p.m. CT on Saturday. We accept relay calls. Our bankers are also available to help at your local branch via appointment.

GOLD BUSINESS CHECKING

Member FDIC

U.S. Bank National Association

Account Number 1-536-9523-7070

Account Summary

	# Items	\$	
Beginning Balance on Sep 1			54,494.19
Customer Deposits	4		1,943.00
Other Deposits	34		342,205.58
Other Withdrawals	9		213,279.91-
Checks Paid	74		68,439.99-
Ending Balance on Sep 30, 2022		\$	116,922.87

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Sep 14	8613439661	250.00		Sep 15	8913395774	120.00

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account: 70001030

Bank Account Number: 153695237351

Bank Statement Balance:	62,387.66	Book Balance Previous Month:	61,287.56
Outstanding Deposits:	.00	Total Receipts:	1,100.10
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	62,387.66	Book Balance:	62,387.66

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 September 30, 2022

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

Asset Summary		September 30, 2022	August 31, 2022
Oregon LGIP			
Opening Balance	61,287.56		61,287.56
Purchases	1,100.10	62,387.66	
Redemptions	0.00		
Total		\$62,387.66	\$61,287.56

Closing Balance	\$62,387.66
Dividends	94.25



Account Statement - Transaction Summary

For the Month Ending September 30, 2022

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

Oregon LGIP

Opening Balance 2,692,076.56
 Purchases 19,774.15
 Redemptions (300,000.10)

Closing Balance
 Dividends

\$2,411,850.61
 3,937.41

Asset Summary

	September 30, 2022	August 31, 2022
Oregon LGIP	2,411,850.61	2,692,076.56
Total	\$2,411,850.61	\$2,692,076.56

LGIP
 EMPL
 BLUE
 ERWIP

◇
 +
 +
 +
 +
 *

1,058,231.39
 295,106.88
 210,230.37
 848,281.97
 2,411,850.61

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		08/31/2022 (08/22) Balance	.00 *	.00 *	1,314,767.02
CR	14	LGIP ACH Redemption Fees (2)		.10-	
CR	4	Deschutes County Levy	14,980.76		
CR	1	Jefferson County Levy	855.98		
CR	16	LGIP Income Dividends	3,937.41		
CRUS	2	Txfr from LGIP to US Bank		50,000.00-	
CRUS	29	Transfer from LGIP to Checking (Bills/Payroll)		150,000.00-	
CRUS	66	Transfer LGIP to Checking		100,000.00-	
JE	5	Txfr frm Bldg Res for Sta 703 Ext. Paint Proj.	15,890.00		
JE	7	Txfr frm Bldg Res for Sta 701 AV System Upgrade Pro	7,800.32		
		09/30/2022 (09/22) Period Totals and Balance	43,464.47 *	300,000.10- *	1,058,231.39

Number of transactions: 9 Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	43,464.47	300,000.10-	256,535.63-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070 Empl Fund					
		08/31/2022 (08/22) Balance	.00 *	.00 *	295,106.88
		09/30/2022 (09/22) Period Totals and Balance	.00 *	.00 *	295,106.88

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					
		08/31/2022 (08/22) Balance	.00 *	.00 *	233,920.69
JE	4	Txfr frm Bldg Res for Sta 703 Ext. Paint Proj.		15,890.00-	
JE	6	Txfr frm Bldg Res for Sta 701 AV System Upgrade Pro		7,800.32-	
		09/30/2022 (09/22) Period Totals and Balance	.00 *	23,690.32- *	210,230.37

Number of transactions: 2 Number of accounts: 1

	Debit	Credit	Proof
Total BUILDING RESERVE FUND:	.00	23,690.32-	23,690.32-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070 Equipment Fund					
		08/31/2022 (08/22) Balance	.00 *	.00 *	848,281.97
		09/30/2022 (09/22) Period Totals and Balance	.00 *	.00 *	848,281.97

Number of transactions: 0 Number of accounts: 1

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

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
		08/31/2022 (08/22) Balance	.00 *	.00 *	.00
		09/30/2022 (09/22) 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: 11	Number of accounts: 5	Debit	Credit	Proof
Grand Totals:		43,464.47	323,690.42-	280,225.95-

Report Criteria:

Actual amounts

All accounts

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

Account Number	Account Title	2021-22	Current Period	Current YTD	2022-23	Bal Remaining +/-	% Collected
		Prior YTD Actual			Actual		
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	4,391.11	15,834.42	33,150.46	50,000.00	16,849.54-	66%
1-01-0-41100	Ambulance Revenue	36,925.02	36,577.54	130,062.13	390,000.00	259,937.87-	33%
1-01-0-41110	GEMT Ambulance Revenu	.00	.00	3,396.00	40,000.00	36,604.00-	8%
1-01-0-41200	Other Fees for Service	340.00	685.00	4,045.00	11,715.00	7,670.00-	35%
1-01-0-42100	Fire Med Subscriptions	1,087.50	1,200.00	3,562.50	15,000.00	11,437.50-	24%
1-01-0-43100	Interest Income	890.93	3,939.73	11,059.88	15,000.00	3,940.12-	74%
1-01-0-44100	Grant Revenue	.00	.00	35,000.00	151,095.00	116,095.00-	23%
1-01-0-44200	Donations Received	1,100.00	150.00	267.00	10,000.00	9,733.00-	3%
1-01-0-44300	Conflagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	18,063.77	147.00	878.09	10,100.00	9,221.91-	9%
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:		62,798.33	58,533.69	2,201,749.35	5,841,457.00	3,639,707.65-	38%
GENERAL FUND Revenue Total:		62,798.33	58,533.69	2,201,749.35	5,841,457.00	3,639,707.65-	38%
Net Total GENERAL FUND:		62,798.33	58,533.69	2,201,749.35	5,841,457.00	3,639,707.65-	38%

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:	142,911.15	35,812.69	160,199.34	542,208.00	382,008.66	30%
	Total OPERATIONS DEPARTMENT:	521,660.93	156,269.41	562,701.32	2,126,183.00	1,563,481.68	26%
	Total MAINTENANCE DEPARTMENT:	4,512.50	799.17	2,601.03	27,264.00	24,662.97	10%
	Total VOLUNTEERS DEPARTMENT:	34,861.87	4,268.81	14,387.30	66,290.00	51,902.70	22%
	GENERAL FUND Expenditure Total:	703,946.45	197,150.08	739,888.99	2,761,945.00	2,022,056.01	27%
	Net Total GENERAL FUND:	703,946.45-	197,150.08-	739,888.99-	2,761,945.00-	2,022,056.01-	27%
	Net Grand Totals:	703,946.45-	197,150.08-	739,888.99-	2,761,945.00-	2,022,056.01-	27%

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:	16,311.44	8,986.21	19,945.19	217,154.00	197,208.81	9%
	Total OPERATIONS DEPARTMENT:	31,828.05	11,865.17	39,352.70	183,284.00	143,931.30	21%
	Total MAINTENANCE DEPARTMENT:	39,846.21	22,002.18	46,549.31	264,504.00	217,954.69	18%
	Total VOLUNTEERS DEPARTMENT:	26,884.04	9,920.37	37,095.16	328,305.00	291,209.84	11%
	GENERAL FUND Expenditure Total:	114,869.74	52,773.93	142,942.36	993,247.00	850,304.64	14%
	Net Total GENERAL FUND:	114,869.74-	52,773.93-	142,942.36-	993,247.00-	850,304.64-	14%
	Net Grand Totals:	114,869.74-	52,773.93-	142,942.36-	993,247.00-	850,304.64-	14%

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:	6,207.22	10,621.20	10,621.20	10,685.00	63.80	99%
	GENERAL FUND Expenditure Total:	6,207.22	10,621.20	10,621.20	33,381.00	22,759.80	32%
	Net Total GENERAL FUND:	6,207.22-	10,621.20-	10,621.20-	33,381.00-	22,759.80-	32%
	Net Grand Totals:	6,207.22-	10,621.20-	10,621.20-	33,381.00-	22,759.80-	32%

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2022

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	1,058,231.81	
1-00-0-1080	US BANK OPERATING ACCT	76,040.94	
1-00-0-1099	PETTY CASH	95.55	
1-00-0-1103	NOTE RECEIVABLE	45,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	227,348.60	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	(113,836.47)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	57,849.89	
	TOTAL ASSETS		1,350,730.32

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2110	FICA/FWH TAX LIABILITY	55.00	
1-00-0-2150	PERS LIABILITY	2,021.04	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	106.37	
1-00-0-2180	MISCELLANEOUS LIABILITY	240.00	
1-00-0-2250	DEFERRED REVENUE	40,010.69	
	TOTAL LIABILITIES		42,433.10

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	1,308,297.22	
	BALANCE - CURRENT DATE	7,149,754.22	
	TOTAL FUND EQUITY		1,308,297.22
	TOTAL LIABILITIES AND EQUITY		1,350,730.32

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2022

EMPLOYMENT RESERVE FUND

<u>ASSETS</u>			
2-00-0-1070	EMPL FUND	295,106.88	
	TOTAL ASSETS		295,106.88
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
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	295,106.88	
	BALANCE - CURRENT DATE	712,836.88	
	TOTAL FUND EQUITY		295,106.88
	TOTAL LIABILITIES AND EQUITY		295,106.88

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2022

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG.FUND	210,230.37	
	TOTAL ASSETS		210,230.37

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	210,230.37	
	BALANCE - CURRENT DATE	524,600.37	
	TOTAL FUND EQUITY		210,230.37
	TOTAL LIABILITIES AND EQUITY		210,230.37

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2022

EQUIPMENT RESERVE FUND

<u>ASSETS</u>			
4-00-0-1070	EQUIPMENT FUND		848,281.97
	TOTAL ASSETS		<u>848,281.97</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
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	<u>848,281.97</u>	
	BALANCE - CURRENT DATE		<u>3,140,214.97</u>
	TOTAL FUND EQUITY		<u>848,281.97</u>
	TOTAL LIABILITIES AND EQUITY		<u>848,281.97</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
SEPTEMBER 30, 2022

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	62,387.66	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	3,927.70	
	TOTAL ASSETS		66,315.36

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	63,806.64	
	BALANCE - CURRENT DATE	334,432.64	
	TOTAL FUND EQUITY		63,806.64
	TOTAL LIABILITIES AND EQUITY		66,315.36

CHECK REGISTER - SEPTEMBER 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/2/2022	13887	911 Supply	DC Bugle	\$ 22.76
9/2/2022	13887	911 Supply	AE Nelson Leather Belts: Kline, Jones, Klosterman, Byles, Cunningham, Ward	\$ 364.40
9/2/2022	13887	911 Supply	AE Nelson Duty Belt	\$ 32.99
9/2/2022	13887	911 Supply	Short-sleeve polos	\$ 500.00
9/2/2022	13888	AFLAC	AFLAC	\$ 270.90
9/2/2022	13889	Alpine Internet Solutions	Content Plan for September	\$ 395.00
9/2/2022	13890	Bend Broadband	8224 60 007 0119276 - 703 Cable	\$ 159.99
9/2/2022	13890	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$ 666.61
9/2/2022	13891	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39496613	\$ 1,391.07
9/2/2022	13891	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39497459	\$ 48.79
9/2/2022	13891	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39497459	\$ 187.90
9/2/2022	13892	Brayden Klosterman	Res. Vol. Mileage & Food Reimb. July 22	\$ 350.00
9/2/2022	13893	Campbell Clarke	Res. Vol. Mileage & Food Reimb. July 22/Aug 22	\$ 700.00
9/2/2022	13894	Cascade Fire Equipment	Wildland pant - Dual compliant	\$ 1,170.00
9/2/2022	13894	Cascade Fire Equipment	Dual Complaint Uniform Pants	\$ 1,217.25
9/2/2022	13894	Cascade Fire Equipment	Wildland pant - Dual compliant women's cut	\$ 324.30
9/2/2022	13894	Cascade Fire Equipment	Dual Complaint Uniform Pants women's cut	\$ 310.00
9/2/2022	13895	CEC, INC	electric - Elm Street	\$ 1,291.04
9/2/2022	13895	CEC, INC	electric-Buffalo	\$ 97.15
9/2/2022	13895	CEC, INC	electric-Camp Sherman	\$ 87.95
9/2/2022	13896	CenturyLink	333226873 - Phone 704	\$ 59.78
9/2/2022	13897	Cruz Jones	Res. Vol. Mileage & Food Reimb. Aug 22	\$ 350.00
9/2/2022	13898	Ed Staub & Sons Petroleum	Fuel	\$ 1,878.62
9/2/2022	13899	Emily Kline	Res. Vol. Mileage & Food Reimb. Aug 22	\$ 350.00
9/2/2022	13900	Energpect Medical Solutions, LLC	SISTERS FOLK FESTIVAL AED GRANT	\$ 250.00
9/2/2022	13901	HMS	Ins Refund for 12F0080639	\$ 145.14
9/2/2022	13902	Hoyt's Hardware	Wood for Forcible entry door	\$ 10.44
9/2/2022	13902	Hoyt's Hardware	703 Outdoor Lighting Repair	\$ 19.28
9/2/2022	13903	KJ Accounting	Monthly Finance Manager Services - Aug 22	\$ 2,000.00
9/2/2022	13904	L.N. Curtis and Sons	Structure boots - Kline	\$ 210.95
9/2/2022	13905	LIFE-ASSIST	EMS SUPPLY ORDER# 58221700	\$ 2,327.78
9/2/2022	13905	LIFE-ASSIST	EMS MED ORDER# 58223753	\$ 526.39
9/2/2022	13905	LIFE-ASSIST	EMS MED ORDER# 58223753	\$ 53.34
9/2/2022	13905	LIFE-ASSIST	EMS SUPPLY ORDER# 58221700	\$ 141.86
9/2/2022	13905	LIFE-ASSIST	EMS MED ORDER# 58223753	\$ 34.50
9/2/2022	13906	MASA	Refund Overpayment Mbr 1265057	\$ 111.93
9/2/2022	13906	MASA	Refund Overpayment Mbr 1265057	\$ 111.93
9/2/2022	13907	Norco Medical Supply, Inc.	oxygen	\$ 57.61
9/2/2022	13908	OFSOA	Fall Conference Fees Spor	\$ 250.00
9/2/2022	13908	OFSOA	OFSOA Mbr Dues - Spor	\$ 40.00
9/2/2022	13909	Overhead Door Company of CO	Repair Elm Street Bay Door	\$ 1,485.00
9/2/2022	13910	Pacific Office Automation, Inc	copies/kit - HP Printers	\$ 63.86
9/2/2022	13911	Phil Drew	Smoke Alarm Batteries	\$ 52.97
9/2/2022	13912	Severson Plumbing	Water Heater - Sta 701	\$ 125.00
9/2/2022	13913	Sisters Rental	Compressor Rental	\$ 114.99
9/2/2022	13914	Tim Wonderly Painting Co. LLC	703 exterior paint (30% deposit)	\$ 4,767.00
9/2/2022	13915	Vohs Custom Landscaping	Monthly Maintenance Per Agreement	\$ 1,387.60
9/2/2022	13915	Vohs Custom Landscaping	Irrigation Repairs	\$ 350.00
9/2/2022	13915	Vohs Custom Landscaping	Cheat Grass Cleanup at Sta 703	\$ 525.00
9/2/2022	13916	William Barton, III	Refund Overpayment DOS: 07/12/2020	\$ 150.00
9/2/2022	13917	ZOLL Medical Corporation	CPR STAT PADZ	\$ 129.14
9/19/2022	13918	Ace Hardware, Inc.	Harware for ISU	\$ 12.50
9/19/2022	13918	Ace Hardware, Inc.	Sta 703 supplies	\$ 2.97
9/19/2022	13918	Ace Hardware, Inc.	App mounting hardware	\$ 11.75
9/19/2022	13918	Ace Hardware, Inc.	Sta 701 H2O pipe hangar	\$ 4.63
9/19/2022	13918	Ace Hardware, Inc.	734 vehicle ID placard fasteners	\$ 7.40
9/19/2022	13919	Alpine Internet Solutions	Website Professional Mgmt & Hosting - 10/2022	\$ 85.00
9/19/2022	13920	Audio Visual Bend	Deposit for AV Upgrades in Community Hall	\$ 7,800.32
9/19/2022	13920	Audio Visual Bend	Deposit for AV Upgrades in Community Hall	\$ (7,800.32) V
9/19/2022	13921	Avion Water Co Inc.	Water-703	\$ 25.86
9/19/2022	13922	Baxter Auto Parts Inc, Auto Parts	2017 Ford Interceptor Oil change supplies	\$ 121.50
9/19/2022	13922	Baxter Auto Parts Inc, Auto Parts	2017 Ford Interceptor battery	\$ 194.95
9/19/2022	13922	Baxter Auto Parts Inc, Auto Parts	Oil filter and oil	\$ 58.12
9/19/2022	13923	Bi-Mart Corporation	Station Supplies - 701	\$ 37.97
9/19/2022	13923	Bi-Mart Corporation	Hangers	\$ 7.16
9/19/2022	13923	Bi-Mart Corporation	Primer oil for 721	\$ 11.98
9/19/2022	13923	Bi-Mart Corporation	Soda for machine at 701	\$ 148.20
9/19/2022	13924	BOUND TREE MEDICAL, LLC.	PROCEDURE MASK (400/CASE)	\$ 169.90
9/19/2022	13924	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39497459	\$ 83.99
9/19/2022	13925	Caselle, Inc.	Contract support charges 10/2022	\$ 354.00
9/19/2022	13926	City of Sisters	04-6332-00 Elm St.	\$ 349.86

CHECK REGISTER - SEPTEMBER 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/19/2022	13927	Crook County Fire & Rescue	New BLS Instructor Cards	\$ 60.00
9/19/2022	13928	Cruz Jones	EMS License App fee & fieldprint	\$ 113.75
9/19/2022	13929	DMV	DMV Record Check - Spirey/Rosenbohm	\$ 6.00
9/19/2022	13930	East Cascade	Installation contract #ECS0729221713MM	\$ 300.16
9/19/2022	13930	East Cascade	Alarm Monitoring Services 08/24/22-11/30/22	\$ 16.40
9/19/2022	13931	Ed Staub & Sons Petroleum	Fuel	\$ 1,653.17
9/19/2022	13932	Enerspect Medical Solutions, LLC	FITNESS PRESCRIPTION AED GRANT	\$ 250.00
9/19/2022	13933	EO Media Group	FF Exam Posting	\$ 71.30
9/19/2022	13934	Honeywell Analytics	POSI CHECK SERVICE/UPDATE	\$ 950.00
9/19/2022	13935	InnerTech	IT Services: Server, PW Reset	\$ 340.00
9/19/2022	13936	JOHNSON BROS TV & APPLIANCE	WASHER/DRYER STACKED UNIT	\$ 10,347.00
9/19/2022	13936	JOHNSON BROS TV & APPLIANCE	WASHER/DRYER INSTALL KIT	\$ 159.00
9/19/2022	13936	JOHNSON BROS TV & APPLIANCE	DELIVERY/INSTALL CHARGE	\$ 55.00
9/19/2022	13936	JOHNSON BROS TV & APPLIANCE	OR CAT TAX (0.57%)	\$ 60.20
9/19/2022	13937	LIFE-ASSIST	EMS MED ORDER# 58223753	\$ 94.50
9/19/2022	13937	LIFE-ASSIST	Sting relief wipes, pelvic sling	\$ 79.75
9/19/2022	13937	LIFE-ASSIST	PROCEDURE MASK (400/CASE)	\$ 147.52
9/19/2022	13938	Local Government Law Group, P.C.	Legal - General	\$ 182.00
9/19/2022	13939	Matthew Maupin	Reim. Ice purchased for task force responses	\$ 29.90
9/19/2022	13940	Mission Linen Supply, Inc.	mats/rugs	\$ 55.04
9/19/2022	13941	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
9/19/2022	13942	Pacific Office Automation, Inc	copies/kit - Konica	\$ 67.08
9/19/2022	13943	Paladin Background Screening	Criminal Background Check: Spivey/Rosenbohm	\$ 46.00
9/19/2022	13944	Pony Express, Inc.	Postage stamps	\$ 52.00
9/19/2022	13944	Pony Express, Inc.	shipping for turnout repair	\$ 17.93
9/19/2022	13944	Pony Express, Inc.	Postage stamps	\$ 13.00
9/19/2022	13945	Quill	Copy paper	\$ 137.98
9/19/2022	13945	Quill	Laminating pouches	\$ 36.99
9/19/2022	13945	Quill	Office Supplies: Toner, envelopes, labels	\$ 172.97
9/19/2022	13946	Rachel Ulm	Res. Vol. Lt. Mileage & Food Reimb. - 9/2022	\$ 600.00
9/19/2022	13947	Ranch Country Outhouses	Portable Toilet Rental - Locust St. Training Site	\$ 85.00
9/19/2022	13948	Republic Services	Disposal Services - Elm St	\$ 34.38
9/19/2022	13948	Republic Services	Disposal Services - Sta 703	\$ 18.46
9/19/2022	13949	Systems Design	EMS Billing & Postage for August 2022	\$ 1,238.18
9/19/2022	13950	Temp-Rite Mechanical	Quarterly HVAC Maintenance Per Contract	\$ 490.00
9/19/2022	13951	WCP Solutions	White folding towels	\$ 134.64
9/19/2022	13952	Xpress Printing, Inc.	Business cards: R&R Coordinator	\$ 89.78
9/27/2022	13953	AFLAC	AFLAC	\$ 270.90
9/27/2022	13954	Bend Broadband	8224 60 007 0119276 - 703 Cable	\$ 159.99
9/27/2022	13954	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$ 666.61
9/27/2022	13955	Brayden Klosterman	Res. Vol. Mileage & Food Reimb. - August 2022	\$ 350.00
9/27/2022	13955	Brayden Klosterman	Reimb. Wildland Boots Purchased	\$ 312.60
9/27/2022	13956	CEC, INC	electric-Elm	\$ 1,137.33
9/27/2022	13956	CEC, INC	electric-Buffalo	\$ 88.05
9/27/2022	13957	Cruz Jones	Res. Vol. Mileage & Food Reim. - September 2022	\$ 350.00
9/27/2022	13958	Dyan Roth Design	Design services - SAFER Grant	\$ 275.00
9/27/2022	13959	Ed Staub & Sons Petroleum	Fuel	\$ 1,403.22
9/27/2022	13960	Enerspect Medical Solutions, LLC	HEARTSINE AED TRAINER	\$ 358.10
9/27/2022	13961	Kiwanis Club of Sisters	Dues: Roger Johnson	\$ 170.00
9/27/2022	13962	KJ Accounting	Monthly Finance Manager Services - September 2022	\$ 2,000.00
9/27/2022	13963	LIFE-ASSIST	- EKG Paper - -	\$ 33.60
9/27/2022	13964	Momentum Promo	Embroidery Cramer	\$ 22.50
9/27/2022	13965	Quill	Calendar & Staples	\$ 29.56
9/27/2022	13965	Quill	Wireless Keyboard - R&R Officer	\$ 39.99
9/27/2022	13966	SeaWestern, Inc.	Quarterly Air testing	\$ 260.00
9/27/2022	13966	SeaWestern, Inc.	Lion Nomex Trousers/Class B Shirts: New RV's	\$ 519.54
9/27/2022	13967	Sisters High School Black and White Club	Bronze Level Sponsorship: Recruiting Sign	\$ 1,000.00
9/27/2022	13968	Solomon Byles	Res. Vol. Mileage & Food Reimb. - August 2022	\$ 350.00
9/27/2022	13968	Solomon Byles	Res. Vol. Mileage & Food Reimb. - September 2022	\$ 350.00
9/27/2022	13969	STURM Elevator Inc	701 ELEVATOR LOAD TEST & BATTERIES	\$ 1,765.00
9/27/2022	13970	Temp-Rite Mechanical	HVAC System Repair Community Hall	\$ 260.00
9/27/2022	13971	Terminix	Pest control services	\$ 87.00
9/27/2022	13972	Tim Wonderly Painting Co. LLC	Balance Due on Sta 703 Exterior Painting Project	\$ 11,123.00
9/27/2022	13973	Treasure Valley Coffee	water & cooler rental	\$ 204.15
9/26/2022	700018	US Bank - Visa	LOGITECH CASES FOR EMS CHARTING IPADS	\$ 456.34
9/26/2022	700018	US Bank - Visa	ZAGG CASES FOR EMS CHARTING IPADS	\$ 399.98
9/26/2022	700018	US Bank - Visa	CREDIT RETURN FOR ZAGG CASES	\$ (399.98)
9/26/2022	700018	US Bank - Visa	TRAINING GATE REMOTES (10/PKG)	\$ 171.00
9/26/2022	700018	US Bank - Visa	NUMBER PLACARD (731/733/741/743)	\$ 207.00
9/26/2022	700018	US Bank - Visa	zip ties for tool room	\$ 21.91
9/26/2022	700018	US Bank - Visa	Fingerprint fee for Klosterman EMT license app	\$ 58.75

CHECK REGISTER - SEPTEMBER 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/26/2022	700018	US Bank - Visa	OHA EMT license app fee	\$ 55.00
9/26/2022	700018	US Bank - Visa	Ice cream for standby crews - Harro Memorial Service	\$ 37.96
9/26/2022	700018	US Bank - Visa	Deposit for AV Upgrades in Comm. Hall	\$ 7,800.32
9/26/2022	700018	US Bank - Visa	Uniform Shoes - Green	\$ 289.95
9/26/2022	700018	US Bank - Visa	Structure hoods	\$ 229.73
9/26/2022	700018	US Bank - Visa	Wildland gloves	\$ 260.34
9/26/2022	700018	US Bank - Visa	Wildland helmets	\$ 294.36
9/26/2022	700018	US Bank - Visa	Structure gloves	\$ 169.90
9/26/2022	700018	US Bank - Visa	Reflective safety vests	\$ 144.37
9/26/2022	700018	US Bank - Visa	OR EMS Conf Registration	\$ 348.00
9/26/2022	700018	US Bank - Visa	Hangers for TO Room	\$ 24.99
9/26/2022	700018	US Bank - Visa	Dinner for Rum Creek Fire Crew	\$ 12.60
9/26/2022	700018	US Bank - Visa	Gravel delivered to 703 (Knife River)	\$ 344.57
9/26/2022	700018	US Bank - Visa	iPad Air - 745/741	\$ 1,438.00
9/26/2022	700018	US Bank - Visa	Ulm Internship Fees	\$ 619.00
9/26/2022	700018	US Bank - Visa	Fuel & Coolant Filters	\$ 560.41
9/26/2022	700018	US Bank - Visa	Coffee for Station 701	\$ 129.00
9/26/2022	700018	US Bank - Visa	Prevention/Special Event Supplies	\$ 233.93
9/26/2022	700018	US Bank - Visa	Halloween Safety Fair Supplies/Bins	\$ 639.92
9/26/2022	700018	US Bank - Visa	CPR/First Aid Workbooks	\$ 104.50
9/26/2022	700018	US Bank - Visa	Clarke Books & Materials Fall Term	\$ 1,032.26
9/26/2022	700018	US Bank - Visa	ACLS Provider Manual - Clarke	\$ 49.66
9/26/2022	700018	US Bank - Visa	Donuts for Country Fair Volunteers	\$ 52.92
9/26/2022	700018	US Bank - Visa	Cables/Cases for iPads	\$ 156.45
9/26/2022	700018	US Bank - Visa	Chief Johnson OFSOA Banquet Ticket	\$ 75.00
9/26/2022	700018	US Bank - Visa	Remote Work Subscription Bialous	\$ 44.00
9/26/2022	700018	US Bank - Visa	Bay door lift master part	\$ 120.82
9/26/2022	700018	US Bank - Visa	Nametag - Cross	\$ 19.98
9/26/2022	700018	US Bank - Visa	New Coffee Pots - Station 701	\$ 37.57

Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
09/30/2022	1	Ambulance Receivable to Actual	1-00-0-1120	Ambulance Receivables	.00	8,590.43-
09/30/2022	2	Ambulance Receivable to Actual	1-00-0-1160	Allowance for Uncollectible Am	4,295.22	
09/30/2022	3	Ambulance Receivable to Actual	1-01-0-41100	Ambulance Revenue	4,295.21	
09/30/2022	4	Txfr frm Bldg Res for Sta 703 Ext. Paint Pr	3-00-0-1070	Bldg Fund	.00	15,890.00-
09/30/2022	5	Txfr frm Bldg Res for Sta 703 Ext. Paint Pr	1-00-0-1070	LGIP Acct #4374	15,890.00	
09/30/2022	6	Txfr frm Bldg Res for Sta 701 AV System U	3-00-0-1070	Bldg Fund	.00	7,800.32-
09/30/2022	7	Txfr frm Bldg Res for Sta 701 AV System U	1-00-0-1070	LGIP Acct #4374	7,800.32	

Total JOURNAL ENTRIES (JE):

32,280.75 32,280.75-

References: 7 Transactions: 7

Grand Totals:

32,280.75 32,280.75-

Report Criteria:

Include transaction count

Journal Code. Journal code = "JE"

Ambulance Receivable as of September 30, 2022

	<u>SystDes</u>
Beginning Ambulance Receivable	236,183.94
Payments received	41,391.75
Adjustments	66,521.59
New Charges	99,078.00
ENDING Ambulance Receivable	227,348.60

Total # of Transports **51**

Adjustments

Medicare/Medicaid	52,748.12
Collection	12,608.47
Bankruptcy/Other Writeoff	290.00
FireMed	875.00
Total Adjustments	66,521.59

Outstanding Accounts By Age

CURRENT	149,467.36
31 to 60 days	27,624.58
61 to 90 days	20,252.66
91 to 120 days	8,152.21
OVER 120 days	21,851.79
Total Outstanding as of 09/30/2022	227,348.60

Engine Response Billing as of September 30, 2022

Beginning Engine Response Rec	2,950.00		
Payments received	-		
Adjustments	-		
New Charges	-		
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 Fire and Ambulance Association
Minutes of the Regular Meeting – Tuesday September 13, 2022**

1. Call to Order

The meeting was called to order at 1803 by President Cramer.

2. Review and Approval of July Minutes

As there was no meeting in August, the Minutes for July were presented. Motion to approve by Captain Jeremy Ast, second by Margie Lombardo. The meeting then approved the minutes unanimously.

3. Chief's Report – Chief Johnson

- Welcome to Karla Cross, our new Recruitment & Retention Coordinator
- Update on the Cedar Creek Fire, now 90,000+ acres
- Statewide Wildfire Issues, Tower @ Camp Sherman (cameras/cell service)
- Shake-Alert and State (earthquake detection)
- Wildfire Work
- Rachel Ulm promotion, and Campbell Clark filling in for position
- Mechanic Tom Ward retiring and moving out of state on October 9
- Strategic Planning Process on 11/7 (8:30-12:30) covering strengths, weaknesses, strengths of organization. Will also be meeting with Fire Corps in afternoon (program, priorities, clarity of program).
- Sisters Movie House is hosting "Elemental" movie – sold out, second showing on 9/22

4. Correspondence

No correspondence to report.

5. Treasury Report

Treasurer Anna Westburg presented the current financials as follows:

Bank Accounts

	TOTAL Bank Accounts	\$45,636.01
Funds for Specific Projects		
	Christmas Dinner	\$2,850.00
	Community Assistance Fund	\$3,442.00
	Fire Corps	\$1,724.00

Jim Gentry Scholarships Fund	\$0.00
Giving Tree Toy Drive	\$17,484.00
TOTAL Targeted Accounts	\$25,500.00

General Fund	\$20,136.01
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6. Committee Reports

Fire Corps is supporting Country Fair this weekend @ Episcopal Church with Incident Support Vehicle

7. Old Business

Opportunity is still open for a Community Education Officer; if you think of anyone, talk to them. Chris Drew is considering the position, and will meet with Doug Green to learn more about the job description.

8. New Business

- Sisters Fire branded apparel - Update on number of t-shirts, stickers and hats purchased. Sarah Bialous reminded all purchasers that payments are due within the next week please.
- Upcoming Events
 - Country Fair – Volunteers and Fire Corps will be meeting at 9:00 am at 701
 - SHS Football – Will be sending BLS ambulance with RV to the four home games
 - Halloween Event – Captain Liming with Emily Kline and Fire Corps Rick Retzman, will need help from volunteers to help set up and staff event
 - 5th Tuesday “Flip the Table” on 11/29 being coordinated by President Cramer

9. Good of the Order

- Breast Cancer Awareness T-shirts ordered and will be here in October. Request by President Cramer for the Association to help offset cost, approximated @ \$500. Motion proposed to approve by Phil Drew, at a cost not to exceed \$800, second by Rachel Ulm. The meeting then approved the motion unanimously. Duty staff will be wearing t-shirts all month.
- Community Assistance Fund – Sarah Bialous reviewed public’s use of food and fuel vouchers this past summer, and suggested an increase in voucher amounts for both, as the current amounts do not go far in today’s economy. It was proposed that each voucher be increased by \$10; Sarah to research additional local vendors to broaden the purchasing opportunities.

- A private screening “Elemental” movie with Sisters Moving House may be a possibility for the District (NW Fire Showing) including Cloverdale and Black Butte. More in formation to follow.

There being no further business, the meeting closed at 6:40 pm.

The next meeting is Tuesday, October 11 @ 6:00 pm.

**Sisters-Camp Sherman Fire and Ambulance Association
Minutes of the Regular Meeting – Tuesday October 11, 2022**

1. Call to Order

The meeting was called to order at 1804 by Treasurer Anna Westburg.

2. Review and Approval of July Minutes

The Minutes for September were presented. Motion to approve by Beverly Halcon, second by Margie Lombardo. The meeting then approved the minutes unanimously.

3. Chief's Report – Chief Johnson

- Thanked everyone who helped with the repair and clean-up of the Camp Sherman station. We are hopeful to get the facility painted this Fall.
- We are participating in a tri-county federal wildfire mitigation grant that would provide one full-time employee for the fire district. The employee would also perform work for Black Butte Ranch and Cloverdale Fire Districts.
- New OSFM grant for staffing is now available. We are considering whether to apply for the three-year grant that provides, 10, 25 and 50% matches.
- Karla Cross has been working hard on recruitment and retention. She has met with Sisters School District to provide information about our Resident Volunteer program.
- Halloween safety fair - help needed and supplies/decor.
- Received a mobile radio grant and will be receiving six new mobile radios which are field programmable. All type 6 engines, 3 engines and two staff vehicles will be equipped with the new radios.
- A strategic planning session will be held on November 7th from 0830-1230, and all career staff and volunteers, including Fire Corps, are invited. Fire Corps will have a planning session after lunch from 1330-1430.
- AT&T FirstNet cell tower system @ Camp Sherman anticipated to be in service by year-end.

4. Correspondence

No correspondence to report.

5. Treasury Report

Treasurer Anna Westburg presented the current financials as follows:

	Total Bank Account	\$45,374.00
Funds for Specific Projects		
	Christmas Dinner	\$2,850.00
	Community Assistance Fund	\$3,432.00
	Fire Corps	\$1,724.00
	Jim Gentry Scholarships Fund	\$0.00
	Giving Tree Toy Drive	\$17,484.00
	Total Targeted Accounts	\$25,490.00
General Fund		\$19,884.00

6. Committee Reports

Fire Corps supporting Station Tours (10/20), Halloween Pumpkin Carving (10/28), Haunted House and 5th Tuesday Dinner (11/29).

7. Old Business

- Chris Drew has taken the lead on this year's Fire Busters program with Sisters Elementary, Black Butte School and 5th Graders @ Middle School. Would like to add an announcement in The Nugget Newspaper next year.
- Pat Burke reported that the gravel and 3 paint bids will be coming in by the end of the month for 704.
- "Elemental" screening cost of \$750.00 from the General Fund; motion to approve by Sarah Bialous, second by Phil Drew. The meeting then approved expenditure unanimously.
- Campbell reported that the Sisters Fire branded apparel will be available to be picked up on Saturday @ 701.

8. New Business

- Upcoming Events
 - Halloween – More volunteers are needed to staff pumpkin carving and haunted house set-up/events (Captain Liming, Ernie Halcon & Marcel)
 - 5th Tuesday "Flip the Table" on 11/29 – More volunteers needed
 - Spirit of Christmas Giving (Sarah Bialous & Margie Lombardo)
 - Christmas Dinner – will be 'in person' this year in the Community Hall (Captain Liming & Ernie Halcon)

9. Good of the Order

- Breast Cancer Awareness T-shirts distributed.
- Community Assistance Fund – Follow-up next month, with thoughts being keeping variety of local vendors limited. Voucher amounts to be increased to meet the rising cost of living (Sarah Bialous).

There being no further business, the meeting closed at 1832. **The next meeting is Tuesday, November 8 @ 1800.**

Signed: _____



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

Minutes of the Safety Committee Meeting
September 21, 2022

1. Call to order
 - a. Chief Craig called the meeting to order at 10:19 a.m.
 - b. Attending: Chief Craig, Executive Assistant Spor, Captain Myers and Engineer/Medic Frutos. Absent: Firefighter Ketchum and Lieutenant Clarke.
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. Chief Craig reported the District did have an unfortunate COVID exposure on a recent medical call where the Fire Medic did not have all the appropriate personal protective equipment in place. The Fire Medic was counseled by the Shift Commander and the issue documented. The issue could have been resolved with the crew following policy. The employee experienced some adrenaline with the patient's reported condition and concern for the patient and didn't take their own safety into account.
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 have resumed.
5. Old Business:
 - a. EA Spor has reached out to Fire Corps Chair, Beverly Halcon regarding Fire Corps involvement with the Safety Committee. She is working on a replacement member for the committee.
 - b. Captain Myers reported the backup camera on brush rig 743 got missed on the original installation of camera. Chief Craig said he will make sure this gets taken care of.
 - c. Chief Craig reported that Black Butte Ranch recently requested an OSHA consult. Policies were reviewed during the consult and OSHA reported that there were some

inconsistencies with the smoke policy and OSHA regulations. As a result, the three agencies (Sisters, Black Butte and Cloverdale) will be making some revisions to their policy.

6. The next meeting is scheduled for October 19, 2022 at 10:15 a.m.

7. No further business was discussed and the meeting adjourned at 10:25 a.m.

Respectfully submitted,

Julie Spor, Executive Assistant

CORRESPONDENCE

CHIEF AND DEPUTY CHIEF - THANK YOU
ROGER, TIM, AND TEAM FOR BEING
IN THE PROCESSION AND FOR
HAVING EMERGENCY VEHICLES PARKED
ON THE ROUTE TO HONOR ERNIE.

Thank you for your support and participation in honoring
Lt. Ernie Brown after his passing. This made a tragic time
more comforting for his family and our office. We
appreciate your partnership and know his family
appreciates you all.

SHANE

L. Shane Nelson
Sheriff



Klamath County Fire District 1

143 North Broad Street • Klamath Falls, Oregon 97601
Phone: (541) 885-2056 • Fax: (541) 884-6920 • www.kcfd1.com

RCVD 9.29.22 ^{SB} PO#
ACCT#
CAPT INITIALS
CHIEF INITIALS RJ 9.29.22

September 26, 2022

Central Oregon Fire Defense Board
c/o Fire Chief Roger Johnson
PO Box 1509
Sisters, OR 97759

Klamath County Fire District 1 would like to extend our appreciation to Central Oregon Fire Defense Board members for the assistance provided during the Van Meter Fire. You not only provided critical personnel and resource assistance to our local firefighters, but much needed relief and comfort to our community. Your professionalism and compassion for others reached above and beyond our already high expectations.

On behalf of Klamath County Fire District 1, thank you for your work on the Van Meter Fire, Klamath Falls, September 2022.

Regards,



Greg Davis
Fire Chief



Matt Hitchcock
Deputy Chief, Operations



Dylan Webb
Deputy Chief, Professional Standards

September 16, 2022

Julie A Spor
Executive Assistant
Sisters-Camp Sherman Rural Fire Protection Dist.
301 S. Elm St.
Sisters, OR 97759

Dear Ms. Spor:

We are pleased to inform you, based on the examination of your budget by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Information about how to submit an application for the Distinguished Budget Program application is posted on GFOA's website.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Julie Spor

Continuing participants will receive a brass medallion that will be mailed separately. First-time recipients will receive an award plaque within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria. The following standardized text should be used:

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Sisters-Camp Sherman Rural Fire Protection Dist., Oregon**, for its Annual Budget for the fiscal year beginning **July 01, 2022**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in cursive script that reads "Michele Mark Levine".

Michele Mark Levine
Director, Technical Services Center

Enclosure

ADMINISTRATION

Staff Report

#SR-22-3

Issue: Legislative Advocacy Policy

Date: October 18, 2022

Initiator: Fire Chief Roger Johnson

Contact Person: Fire Chief Roger Johnson

Background: Special Districts Association of Oregon was formed in 1979 to give special districts a stronger and united voice at the Oregon Legislature. SDAO provides advocacy with state administrative agencies and other units of government, training, information resources, and other support programs. Membership has grown to over 920 special districts in the state, including more than 250 fire districts.

The fire district recently received a letter from SDAO Executive Director, Frank Stratton, asking districts to pass a legislative advocacy policy to support legislative issues impacting Oregon's special districts (attachment-1). Along with the letter, SDAO provided a sample policy or resolution that special districts could adopt which would allow for timely response to legislative issues (attachment-2).

Oregon's growing wildfire problem has resulted in numerous legislative proposals that would impact local residents. Additionally, I have been selected to lead legislative affairs on behalf of the Oregon Fire Chief's Association for the 2023 legislative session. Having clear policy guidance on legislative issues will ensure staff and Directors have the direction and support needed to advocate on behalf of the District.

I have updated the SDAO sample policy to fit our organization and priorities (attachment-3)

Recommendation from staff: Staff recommends the Board adopt Board Policy 1-2-6

Possible Motion: Move to approve Board Policy 1-2-6.

BUDGET IMPACT

There is no budget impact.

(Attachment-1)

Call to Action: Pass a Legislative Advocacy Policy or Resolution

From: Frank Stratton, SDAO Executive Director

By now, I'm sure you are well aware of the failure of special districts to obtain a share of the American Rescue Plan funding for COVID relief, while Oregon cities and counties received \$1.5 billion. We have had a chance to reflect and investigate what we collectively could have done differently to achieve a better result from the Oregon Legislature. One of the things we have heard from many legislators is that they didn't think about special districts or didn't believe special districts needed funds because they didn't hear from them. They heard directly from nearly every city and county, but less than 100 out of almost 1,000 special districts made contacts with their legislators.

When SDAO sent out our *Call to Action* legislative alerts, asking members to contact legislators, we were always under a short timeline. Things move very rapidly during the legislative session requiring swift action and an ability to quickly adjust strategy. When we followed up with members that didn't reach out to their legislators, we heard one overarching common theme. Members felt they needed to get board action before they could take a position, and they were unable to respond under such a compressed timeline because their boards only meet once a month.

We believe we have a solution to this problem that has been successfully implemented by our fellow special district associations in other states. We have developed a customizable model resolution, reviewed by legal counsel, that will give either the district's general manager/fire chief or board chair the ability to take legislative positions on certain topics recommended by SDAO without full board approval. This sample policy/resolution can be found in the new [SDAO Legislative Action Toolkit](#) under the Taking Positions on Legislation heading or by [clicking this link](#) to download the Microsoft Word document.

Please consider passing such a resolution using this template!! It is extremely important that we get a better response when reaching out to legislators on issues of importance to special districts. Even if an issue doesn't directly impact your district, through collective action we can support each other for the benefit of all. Collectively we have more members and elected officials by far than any other type of local government. Together we can make an impact, but the legislature must hear from us on mass!

New Legislative Action Toolkit

This sample policy/resolution is part of our new [Legislative Action Toolkit](#) that we developed to assist Oregon's special districts in making their voices heard. We have put together several resources to help you promote and advocate for your district.

Our goal in designing this toolkit is to make it easy for all our members to reach out to create or further develop relationships with legislators. We understand that this may be intimidating at first. However, it is critical that our state's decisionmakers know who special districts are, what they do, and their value to Oregon communities.

I encourage you to look at all the available resources in this toolkit. Our team has created a variety of sample letters for you to use in your advocacy efforts with legislators, as well as tips and tricks for meeting with elected officials, state senate and representative directory links, and sample letters to send to your local paper.

Do you already have a relationship with your state representative and/or senator? Be sure to fill out our [grassroots mobilization survey](#) found under the Grassroots Mobilization heading in the toolkit.

Future Legislative Alerts

To ensure you receive future legislative alerts, make sure that SDAO has your correct email address on file by calling us at 800-285-5461 or emailing sdao@sdao.com. We also encourage you to whitelist

the sdao.com domain through your email provider to avoid messages inadvertently going to your spam or junk folder.

(Attachment-2)

POLICY OR RESOLUTION TITLE: Legislative Advocacy Policy

POLICY OR RESOLUTION NUMBER: []

Purpose

The purpose of the policy is to guide [DISTRICT] officials and staff in considering legislative or regulatory proposals that are likely to have an impact on [DISTRICT], and to allow for a timely response to important legislative issues.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to [DISTRICT] staff and Board of Commissioners with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Commissioners. The Legislative Advocacy Procedures and Advocacy Priorities will provide the [DISTRICT] General Manager, Board President, or other designee, discretion to advocate in [DISTRICT]’s best interests in a manner consistent with the goals and priorities adopted by the Board of Commissioners.

Policy Principles

This policy provides [DISTRICT]’s General Manager, Board President, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Commissioners to set Advocacy Priorities to provide policy guidance. The Board of Commissioners shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the [DISTRICT], the matter shall be brought before the Board of Commissioners for formal direction from the Board of Commissioners.

Generally, the [DISTRICT] will not address matters that are not pertinent to the district’s local government services, such as social issues or international relations issues.

Legislative Advocacy Procedures

It is the policy of [DISTRICT] to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Commissioners. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the [DISTRICT].

Monitoring legislation is a shared function of the Board of Commissioners and General Manager or designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to

legislative issues in a timely and consistent manner. The General Manager, or other designee, will act on legislation utilizing the following procedures:

1. The General Manager, Board President or other designee shall review requests that the [DISTRICT] take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
2. The General Manager, Board President or other designee will conduct a review of positions and analysis completed by the Special Districts Association of Oregon and other local government associations when formulating positions.

If the matter aligns with the approved priorities, [DISTRICT] response shall be supplied in the form of correspondence to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the district, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the General Manager, Board President, or designee.

3. All draft legislative position correspondence initiated by the General Manager, Board President or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action.
 - a. Support – legislation in this area advances the district's goals and priorities.
 - b. Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the district, or does not advance the district's goals and priorities.
4. The General Manager or Board President may also provide correspondence of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation.
5. When correspondence is sent to a state or federal legislative body, the appropriate federal or state legislators representing the [DISTRICT] shall be included as a copy or "cc" on the correspondence. The appropriate contacts at the Special Districts Association of Oregon and other local government associations, if applicable, shall be included as a cc on legislative correspondence.
6. A position may be adopted by the General Manager, Board President or designee if any of the following criteria is met:
 - a. The position is consistent with the adopted Advocacy Priorities;
 - b. The position is consistent with that of organizations to which the district is a member, such as the Special Districts Association of Oregon; or
 - c. The position is approved by a committee created by the Board of Commissioners.
7. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Commissioners at the next regularly scheduled Board Meeting. When appropriate, the General Manager, Board President or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Commissioners.

(Attachment-3)

6.01 POLITICAL ACTIVITIES

The purpose of the policy is to guide Sisters-Camp Sherman Rural Fire Protection District (District) officials and staff in considering legislative or regulatory proposals that are likely to have an impact on District, and to allow for a timely response to important legislative issues.

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to District staff and Board of Directors with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the District Fire Chief, Board President, or other designee, discretion to advocate in the District’s best interests in a manner consistent with the goals and priorities adopted by the Board of Directors.

6.02 POLICY

This policy provides District’s Fire Chief, Board President, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Directors to set Advocacy Priorities to provide policy guidance. The Board of Directors shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the District, the matter shall be brought before the Board of Directors for formal direction from the Board of Directors.

Generally, the District will not address matters that are not pertinent to the district’s local government services, such as social issues or international relations issues.

6.03 Legislative Advocacy Procedures

It is the policy of the District to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the District.

Monitoring legislation is a shared function of the Board of Directors and the Fire Chief or

designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The Fire Chief, or other designee, will act on legislation utilizing the following procedures:

1. The Fire Chief, Board President or other designee shall review requests that the District take a position on legislative issues to determine if the legislation aligns with the district's current approved Advocacy Priorities.
2. The Fire Chief, Board President or other designee will conduct a review of positions and analysis completed by the Special Districts Association of Oregon and other local government associations when formulating positions.

If the matter aligns with the approved priorities, the District response shall be supplied in the form of correspondence to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the District, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the Fire Chief, Board President, or designee.

3. All draft legislative position correspondence initiated by the Fire Chief, Board President or designee shall state whether the district is requesting "support", "support if amended", "oppose", or "oppose unless amended" action on the issue and shall include adequate justification for the recommended action.
 - a. Support – legislation in this area advances the district's goals and priorities.
 - b. Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the district, or does not advance the district's goals and priorities.
4. The Fire Chief or Board President may also provide correspondence of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation.
5. When correspondence is sent to a state or federal legislative body, the appropriate federal or state legislators representing the District shall be included as a copy or "cc" on the correspondence. The appropriate contacts at the Special Districts Association of Oregon and other local government associations, if applicable, shall be included as a cc on legislative correspondence.
6. A position may be adopted by the Fire Chief, Board President or designee if any of the following criteria is met:
 - a. The position is consistent with the adopted Advocacy Priorities;
 - b. The position is consistent with that of organizations to which the district is a member, such as the Special Districts Association of Oregon, Oregon Fire Chiefs Association; or
 - c. The position is approved by a committee created by the Board of

Commissioners.

7. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Directors at the next regularly scheduled Board Meeting. When appropriate, the Fire Chief, Board President or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Directors.

6.04 Advocacy Priorities

1. Revenue, Finances, and Taxation:

Ensure adequate funding for special districts' safe and reliable core local service delivery. Protect special districts' resources from the shift or diversion of revenues without the consent of the affected districts.

Promote the financial independence of special districts and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special districts' property tax allocations and local flexibility with revenue and diversify local revenue sources.

Support opportunities that allow the district to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs.

Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the district to maximize local revenues, offset and leverage capital expenditures, and maintain district goals and standards.

2. Governance and Accountability:

Enhance special districts' ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits-all approaches.

Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery

and governance structures while upholding voter control and maintaining district control over local government jurisdictional reorganizations and/or consolidations.

Oppose legislation that weakens the liability protections of special districts and their public officials granted under the Oregon Tort Claims Act or similar federal legislation.

3. Human Resources and Personnel:

Promote policies related to hiring, management, benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

Maintain special districts' ability to exercise local flexibility by minimizing state mandated contract requirements. Oppose any measure that would hinder the ability of special districts to maximize local resources and efficiencies through the use of contracted services.

4. Infrastructure, Innovation, and Investment:

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help special districts meet Oregon's changing demands. Promote the efficient, effective, and sustainable delivery of core local services.

Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

5. Other:

Support issues that enhance community resiliency and recovery.

Support issues related to the tenets of the National Cohesive Wildfire Strategy.

Support issues that enhance public sector delivery of emergency medical services.

Staff Report

#SR-22-4

Issue: Painting Station 704

Date: October 18, 2022

Initiator: Deputy Chief Tim Craig

Contact Person: Deputy Chief Tim Craig

Background: The District has a recognized immediate need to support and grow the volunteer base in Camp Sherman. As a part of actively working on the goal of recruiting firefighters in Camp Sherman a survey was put out to the current members in the Metolius Basin. One of the top suggestions that those members made was to improve the station to make it more inviting. Multiple work parties have been organized to clean up the landscaping, organize items in the station, and prepare the station for painting. Volunteers and career staff from throughout the District have worked hard to improve the appearance of the facility, and to replace failing siding. There was a large section of siding that needed to be replaced on the north side of the building. The section of siding that was replaced is unpainted and exposed to the elements. Painting of the building is necessary to protect the repairs that were made and to ensure long term health of the structure.

This expenditure was not budgeted; however, the facilities reserve fund has adequate funds available to cover the cost.

Recommendation from staff: Staff recommends the Board approve Resolution 2022-2023-004

Possible Motion: Move to approve Resolution 2022-2023-004 and expend \$6800.00 from the Facility Reserve Fund to paint Station 704.

BUDGET IMPACT

This resolution requires expenditure of \$6800.00 from the Facilities Reserve Fund.



Resolution 2022-2023-004

- I. **Topic:** VHF Radio Purchase **Date:** October 18, 2022
- II. **Initiator:** Julie Spor, Clerk of the Board
- III. **Fund:** Equipment Reserve Fund
- IV. **Contact Person:** Deputy Chief Craig

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District budgeted funds in the 2022-2023 Fiscal Year in anticipation of the successful award of a Volunteer Firefighters Assistance Grant through Oregon Department of Forestry and the US Forest Service;

And;

WHEREAS, the District received notification of successful grant application and award for VFA Grant #22-DG-11062765-731 to purchase VHF mobile radios for six wildland response units for a total approved budget of \$20,000 as follows:

- Federal Share = \$10,000
- Local Share = \$10,000

And;

WHEREAS, the District received three bids for the products, all of which exceeded the \$20,000 project award, the District will be responsible for the overage;

And;

WHEREAS, the low bid for the project was 22,346.90;

And;

WHEREAS, the District is placing orders for equipment as outlined in the grant award and invoices will be due and payable;

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection to:

Authorize the expenditure of funds from the Equipment Reserve Fund for payment of expenses related to VFA Grant #22-DG-11062765-731 as outlined in the grant award letter for amounts not to exceed listed above not to exceed the following amounts as budgeted:

- Federal Share = \$10,000
- Local Share = \$12,346.90

Resolution adopted by majority vote of the Board of Directors on this 18th day of October 2022.

Julie Spor, Clerk of the Board



Resolution 2022-2023-005

- I. **Topic:** Station 704 Painting **Date:** October 18, 2022
- II. **Initiator:** Tim Craig, Deputy Chief
- III. **Fund:** Facilities Reserve Fund
- IV. **Contact Person:** Deputy Chief Craig

WHEREAS, the Sisters-Camp Sherman Rural Fire Protection District has available funds in the Facilities Reserve Fund for maintenance of District properties;

And;

WHEREAS, the Camp Sherman Fire Station is in need of painting

And;

WHEREAS, the District received three bids for the painting project in compliance with District financial policies, and in compliance with Public Contracting Rules;

And;

WHEREAS, the low bid for the project was \$6800.00;

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Sisters-Camp Sherman Rural Fire Protection to:

Authorize the expenditure of funds from the Facilities Reserve Fund for payment of expenses related to painting Station 704 in Camp Sherman in the amount of \$6800.00.

Resolution adopted by majority vote of the Board of Directors on this 18th day of October 2022.

Julie Spor, Clerk of the Board

FIRE CHIEF'S REPORT

FIRE CHIEF'S REPORT MONTH-OCTOBER, 2022

I. FIRE ACTIVITY STATUS:

Statewide and local fire activity has decreased in the past few weeks. Fuel conditions remain dry and the Cedar Creek Fire is slowly growing on the southern edge of the fire.

II. NOTEWORTHY OPERATIONAL EVENTS:

There were no noteworthy operational events in the past month with the exception of some busy days for EMS response. The Office of State Fire Marshal summer time capacity grant staffing has ended their employment with the District. The program was very beneficial this summer and allowed the District to staff extra personnel on engines and ambulances. We are hopeful the program continues in future years.

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. Western Fire Chiefs Association Presidents Forum.
 - d. Multiple legislative coordination meetings with OSFM and OFCA lobbyist.
 - e. Statewide wildfire detection camera meeting.
 - f. OSFM defensible space community meeting.
 - g. Representative Evans Recovery Workgroup meeting.
 - h. Representative Evans Response Capacity Workgroup meeting.
 - i. Multiple Fire Defense Board coordination meetings/calls.
 - j. Oregon Fire Chiefs Association board meeting.
 - k. Weekly statewide fire service coordination calls with OSFM and Fire Marshals association.
 - l. Camp Sherman fire station clean up and repair.
 - m. Oregon Office Administrators recognition banquet.
 - n. Provided testimony regarding firefighter capacity to the House Interim Committee on Veterans and Emergency Management.
 - o. OFCA health plan benefits meeting.
 - p. Deschutes County Natural Hazards Plan update meeting.
 - q. State Communication Interoperability Plan update meeting.
 - r. Conference call with Oregon Director of the Department of Consumer and Business Services (DCBS), Oregon's Insurance Commissioner.
 - s. Community Let's Talk presentation on wildfire issues.

IV. SPECIAL PROJECTS UPDATE:

1. We are participating in a tri-county Community Wildfire Defense Grant application written by ODF. The grant would provide fuels mitigation work and a new community risk mitigation employee to the greater Sisters area. Sisters Fire would host the position if the grant is successful.
2. The Office of State Fire Marshal has announced a new firefighter grant opportunity that will provide funding for additional career staffing for a period of three years. The District is interested in applying for the grant.
3. Karla is continuing to focus on recruitment efforts and has met with school officials to increase awareness of District volunteer and resident volunteer opportunities.
4. The wildfire risk map has been paused until March 1, 2023. Once the map is released in March, the Oregon Department of Forestry will seek input on the map through September and finalize the map by December.
5. We are hosting the annual Halloween Holiday Fair again this year with an in person community event and haunted house.
6. The District will be contracting out major fire engine repairs to Hughes Fire Equipment Inc. in Springfield. Hughes Fire has a mobile service division that several Central Oregon agencies use for service. Routine maintenance on small fleet vehicles will be done by local vendors.
7. 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.

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:

FIRE SAFETY MANAGER REPORT



Community Risk & Fire Safety Manager Report

September 2022

Pub Education Report & Fire Corps:

- Preparing for Fire Prevention Month
- Chris Drew is going to head up the FireBusters program this year. She will be coordinating with the school on all activities for that week and the grand prize pizza party at the end. Thanks Chris!!
- With the transitions of the seasons, Fire Corps summer activities have started to slow down as they get ready for a busy fall and winter with lots of holiday events on the books. Lots of planning under way.
- Address sign program and home safety inspections continue to be popular.

Public Event Permit Applications Review:

- Folk Festival is the last big public outdoor event for the year.
- Coordination with new event manager at the City

New Construction Plan Review

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

Other Fire Safety & Prevention Duties:

- 3 insurance coverage questions
- 2 Knox-box lock ups

- 3 new construction pre-app meetings
- Continued homeless camp concern questions regarding wildfire
- With a leaderless Project Wildfire, trying to assist ODF in Firewise support
- 2 Fire Department annual inspection
- 1 Fire Department access in rural area consult
- Follow up on NOV's
- Follow-up a several code and citizen complaints.
- 5 Independent Contractor Fire Safety Compliance Inspections

OTHER BUSINESS

2022 Oregon Fire Service Conference

Overcoming Hardship Through Excellence



Hosted by Oregon Fire District Directors Association

November 3-5 - Hood River, Oregon

Come celebrate 73 years with us!

We look forward to seeing you at OFDDA's largest training and networking event of the year in beautiful Hood River, Oregon!

MEALS & REFRESHMENTS

Conference registration includes breakfast Thursday through Saturday, lunch on Thursday and Friday, daily break refreshments, and Sponsor Appreciation Night appetizers. Guest meals may be purchased separately.

CANCELLATIONS

All cancellations and refund requests must be received **in writing** via fax, email or mail by Wednesday, October 19, 2022, are for a full refund. Cancellations received after October 19, 2022, are non-refundable; however, substitutions are encouraged and incur no additional fees.

RECOGNITION, CERTIFICATES & CHANCES TO WIN

- Districts that bring all five board members to the conference will receive special recognition.
 - For each OFDDA business meeting you attend, receive one ticket for a chance to win a complimentary 2023 Oregon Fire Service Conference registration.
- Turn in your conference evaluation form and vendor passport at the end of The Conference for your chance to win a prize! *Must be present to win.*

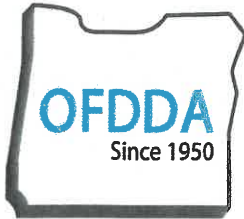
2022 Oregon Fire Service Conference Lodging

Best Western Plus Hood River Inn

Call toll free line **800.828.7873** — be sure to identify your affiliation with the Oregon Fire District Directors Association conference.

Group rates have been negotiated starting at \$109 per night plus tax. Subject to availability.

Book your lodging by October 10, 2022, to take advantage of the OFDDA Conference Group rate.



2022 Oregon Fire Service Conference Schedule

(subject to change)

THURSDAY, NOVEMBER 3

- 7:00 a.m. – 5:00 p.m. Registration Desk Open
- 7:00 - 8:15 a.m. Continental Breakfast
- 8:15 – 9:00 a.m. Opening Ceremonies/Memorial
- 9:00 – 9:45 a.m. Keynote Address: Doug Grafe, Oregon State Wildfire Programs Director
- 9:45 – 10:00 a.m. Break
- 10:00 a.m. – 12:00 p.m. **Concurrent Sessions:**
Board Member Duties & Responsibilities 101
Leadership in the Firehouse with The Leadership Challenge
- 12:00 – 1:30 p.m. Lunch, Fire Service Partner Updates, Vendor/Sponsor Recognition
- 1:30 – 3:00 p.m. **Concurrent Sessions:**
Board Member Duties & Responsibilities 201
Employee Wellness Training
- 3:00 – 3:15 p.m. Break
- 3:15 – 4:15 p.m. **OFDDA Business Meeting & Legislative Update**
- 4:15 p.m. - 4:30 p.m. * **OFDDA Budget Workshop**
**Immediately following Business Meeting*

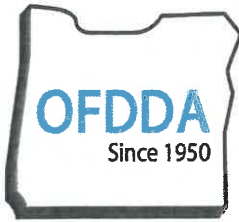
Join Us from 4:30-6:30pm for Vendor Appreciation Night with Trivia & Games!

FAMILY FRIENDLY EVENT—All are Welcome!

Light hors d'oeuvres and cash bar available (soda, beer, wine). Network with exhibitors and colleagues while enjoying local food, beverages, and an entertaining evening of trivia and games!

Remember to bring a donation for the Silent Auction! Proceeds from the Silent Auction help fund the scholarship program.





2022 Oregon Fire Service Conference Schedule

(continued)

FRIDAY, NOVEMBER 4

7:00 a.m. - 5:00 p.m.	Registration Desk Open
7:00 - 8:15 a.m.	Continental Breakfast
8:15 - 9:45 a.m.	Concurrent Sessions: <i>Top 10 Ways to Manage Your CEOs</i> <i>Resources and Challenges for Small Districts</i>
9:45 - 10:00 a.m.	Break
10:00 - 11:30 a.m.	Concurrent Sessions: <i>Grant Writing</i> <i>Ethics Training for Public Officials</i>
11:30 a.m. - 1:00 p.m.	Lunch, Fire Service Partner Updates, Award Presentations
1:00 - 3:00 p.m.	SDAO General Session: Promote Treatment & Reduce Harm: How Your Board's Actions Can Support Firefighter Mental Health
3:00 - 3:15 p.m.	Break
3:15 - 5:00 p.m.	OFDDA Business Meeting & Elections

SATURDAY, NOVEMBER 5

7:00 a.m. - 12:00 p.m.	Registration
7:00 - 8:15 a.m.	Continental Breakfast
8:15 - 9:45 a.m.	Concurrent Sessions: <i>Coaching & Mentoring with Confidence</i> <i>Setting & Measuring Department Goals</i>
9:45 - 10:00 a.m.	Break - Silent Auction Ends
10:00 a.m. - 12:00 p.m.	General Session: Developing Strategic Partnerships for Your District
12:00 p.m.	Conference Concludes





CONFERENCE REGISTRATION FORM

2022 Oregon Fire Service Conference

Register online at www.ofdda.com or complete the registration form below. Fax your completed form to **503-364-9919** or email it to laureal@ofdda.com.

Name & Title: _____

Agency/District: _____

Email Address: _____ Cell: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

First Time Conference Attendee? Yes No **First Year Director?** Yes No

REGISTRATION FEE SCHEDULE

By 10/19

After 10/19

Member*: Full-Conference

\$ 325.00

\$ 375.00

Member*: Single-Day

\$ 150.00

\$ 175.00 Which Day(s): _____

Nonmember: Full-Conference

\$ 355.00

\$ 425.00

Nonmember: Single-Day

\$ 180.00

\$ 205.00 Which Day(s): _____

Group Discount—Save 10% on five FULL CONF registrations

10% Discount _____

Registration Fee Subtotal _____

Guest Meals # of breakfasts X \$25 ea _____

of lunches X \$38 ea _____

Total Registration plus Guest Meals _____

**Member price applies to any personnel who serve or are employed by an agency that is a current OFDDA member. Please contact the OFDDA office at 800-223-9708 if you need to confirm membership.*

Dietary Restrictions—Please note any dietary restrictions for you and/or your guest: _____

PAYMENT OPTIONS Check enclosed Bill agency listed above Send me a credit card authorization form

CONCURRENT SESSION SELECTIONS (Please indicate all sessions you plan to attend):

THURSDAY, NOVEMBER 3 - I will be attending:

10:00 a.m. Brd Mbr Duties & Responsibilities 101

OR

Leadership in the Firehouse

1:30 p.m. Brd Mbr Duties & Responsibilities 201

OR

Employee Wellness Training

Evening Vendor Appreciation Night

OR

Not Attending

FRIDAY, NOVEMBER 4—I will be attending:

8:15 a.m. Top Ten Ways to Manage Your CEOs

OR

Resources & Challenges for Small Districts

10:00 a.m. Grant Writing

OR

Ethics for Public Officials

SATURDAY, NOVEMBER 5—I will be attending:

8:15 a.m. Coaching & Mentoring with Confidence

OR

Setting & Measuring Department Goals

All cancellations and refund requests must be made in writing via fax, email, or mail.

Cancellations received on or before **October 19, 2022**, are fully refundable. Cancellations received after **October 19, 2022**, are non-refundable; however, substitutions are encouraged and incur no additional fees.



2022 OREGON FIRE SERVICE CONFERENCE SCHOLARSHIP APPLICATION

The 2022 Oregon Fire Service Conference scholarship covers one conference registration fee for conference events, three breakfasts, two lunches, vendor night refreshments, and conference breaks. Lodging is the responsibility of the attendee. Up to five scholarships may be awarded. Scholarship applicant **must be affiliated with an OFDDA member district** to be eligible.

Submit your completed scholarship application to the OFDDA office by **October 3, 2022**.

MAIL: OFDDA, 1284 Court St. NE, Salem, OR 97301 **FAX:** 503-364-9919

EMAIL: laureal@ofdda.com

Remember to make your lodging reservations by October 10 at the Best Western Plus Hood River Inn. Scholarship awards will be made by October 10. Scholarship applicants will be notified via phone or email.

APPLICANT NAME: _____

DISTRICT/DEPARTMENT: _____

APPLICANT'S POSITION WITHIN THE DISTRICT/DEPARTMENT (e.g. board member, chief, etc.):

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

Is your district currently an OFDDA member? (required) Yes No Unknown

Have you or a member of your district previously attended the Oregon Fire Service Conference?

Yes No Don't Know

Are any other representatives from your district/department planning to attend this year's Oregon Fire Service Conference? Yes (# attending _____) No Don't Know

Number of career staff positions in your district/department _____

Number of volunteer staff positions in your district/department _____

District/Department budget for current fiscal year _____

If you have any questions about this application, please contact
Laureal Williams at laureal@ofdda.com or **800-223-9708**.



2022 OFDDA BOARD APPLICATION

Fax Completed Form to **503-364-9919** or email to **laureal@ofdda.com** by October 10, 2022.

Elections for the open board positions below will be conducted at the 2022 Oregon Fire Service Conference in Hood River, Oregon. Only active board members of current OFDDA member districts will be considered eligible for nomination.

OPEN POSITION	INCUMBENT
President*	Curtis Hoopes
1st Vice President*	Joe Morneau
2nd Vice President*	Jay Cross
Director—Position #2	Mark Kreutzer
Director—Position #3	Don Thompson

**Officer positions require a minimum of two years of prior service as an elected official on the OFDDA Board of Directors.*

For complete information about board nominations and elections, please review Article V of the OFDDA Bylaws, available on the OFDDA website **www.ofdda.com**.

NAME: _____

DISTRICT: _____

MAILING ADDRESS: _____

PHONE: _____ **CELL:** _____

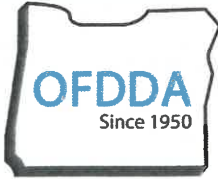
EMAIL: _____

On a separate sheet of paper, please respond to the following questions:

1. Why are you interested in serving on the OFDDA Board?
2. What is your background and what resources will your background bring to the Board?
3. What issues and solutions do you see in the Oregon fire service?
4. What issues and solutions do you see in the United States fire service?
5. How do you envision OFDDA helping board members of fire districts in the state?

If you have any questions about this application, please contact
OFDDA Executive Director Genoa Ingram at

genoa@courtstreetconsulting.org or **800-223-9708**.



2022 OREGON FIRE SERVICE CONFERENCE

**OFDDA BRUCE WILLIAMS SCHOLARSHIP FUND
SCHOLARSHIP APPLICATION**

W. Bruce Williams Scholarship Fund Assists Small Districts

Submit your completed scholarship application to the OFDDA office by **October 3, 2022**.

Scholarship awards will be made by **October 10, 2022**.

MAIL: OFDDA, 1284 Court St. NE, Salem, OR 97301 **FAX:** 503-364-9919

EMAIL: laureal@ofdda.com



Bruce Williams

On February 26, 2006, the fire service lost a valued and trusted servant with the passing of Bruce Williams, member of the SDAO Legislative Committee and former OFDDA Board Member. He was 73.

In his memory, Bruce's family and OFDDA established the "W. Bruce Williams Scholarship Fund, Honoring our Fire Service Volunteers in Rural Communities." The purpose of the Fund is to provide tuition and travel/lodging expenses for fire district personnel in Oregon to attend conferences and receive training.

REMEMBER to make your lodging reservations by October 10 at the Best Western Plus Hood River Inn.

Scholarship applicants will be notified via phone or email.

To be eligible, your agency must have a total annual assessed valuation in the **lower 25 percent** of fire districts as determined by the Oregon Department of Revenue. Please contact the OFDDA office to determine if your district qualifies.

APPLICANT NAME: _____

DISTRICT: _____

APPLICANT'S POSITION WITHIN THE DISTRICT (e.g. board member, chief, etc.): _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

Is your district currently an OFDDA member? Yes No Unknown

Indicate number for your district: Career staff positions _____ Volunteer staff _____

District budget for current fiscal year: \$ _____

If you have any questions about this application, please contact Laurel Williams at laureal@ofdda.com or 800-223-9708.



OREGON FIRE DISTRICT DIRECTORS ASSOCIATION
FIRE DIRECTOR
20-30-40-50 YEAR SERVICE AWARD

The Oregon Fire District Association honors fire district directors with 20, 30, 40, 50 or more years of service as a director for **an OFDDA member fire district**. During this year's Oregon Fire Service Conference, eligible directors will be recognized and receive a special commemorative lapel pin.

The signature below certifies that _____
(name)

Has served _____
(district name)

as a fire director for 20 30 40 50 Other: _____ years.

Must be a period of 20 or more years

SIGNED:

Name Title Date

Please provide a mailing address for the nominee below. A lapel pin will be mailed to recipients who are unable to attend the conference.

MAILING ADDRESS: _____

To ensure recognition of service at this year's conference, please submit your service award application to the OFDDA office by **October 3, 2022**

MAIL: OFDDA, 1284 Court St. NE, Salem, OR 97301 **FAX:** 503-364-9919 **EMAIL:** mandy@ofdda.com

If you have any questions about this application, please contact
OFDDA Executive Director Genoa Ingram at
genoa@courtstreetconsulting.org or **800-223-9708**.



OREGON FIRE DISTRICT DIRECTORS ASSOCIATION DISTRICT OF THE YEAR NOMINATION FORM

The OFDDA District of the Year award is for the following purpose:

- To provide a means of sharing information, innovative ideas and the variety of activities taking place throughout the state of Oregon.
- To give recognition to those in the fire service who have demonstrated progressive achievement.
- To benefit all fire districts, regardless of size, location, budget, or number of personnel.

OFDDA member districts can be nominated by anyone (even themselves) for this recognition. Examples of activities or accomplishments qualifying for special recognition include, but are not limited to, innovative programs (community outreach or public education campaigns), successfully handling challenges (budget crises or personnel losses), successful recruitment/retention/recognition campaigns, etc.

The nominated district **must be a member of OFDDA** to be eligible to receive the award. Please contact the OFDDA office at 800-223-9708 if you are uncertain about the membership status of the nominee.

NOMINATED DISTRICT: _____

MAILING ADDRESS: _____

PHONE: _____ **EMAIL:** _____

To complete this nomination, please attach a brief description (no more than 200 words) of the program, activity, or other reasons which you believe qualify the district for special recognition.

Contact information for Person Submitting Nominee

(for contact purposes only—will not be published or announced):

Name: _____

Email: _____ **Phone:** _____

Please return completed nomination form and supporting documentation to the OFDDA office by **October 3, 2022**. **MAIL:** OFDDA, 1284 Court St. NE, Salem, OR 97301 **FAX:** 503-364-9919
EMAIL: laureal@ofdda.com

*If you have any questions about this application, please contact Genoa Ingram
at genoa@courtstreetconsulting.org or 800-223-9708.*



2022 OREGON FIRE DISTRICT DIRECTORS ASSOCIATION Innovative Safety Award

Please join the Oregon Fire District Directors Association in recognizing districts whose inspiring safety innovations lead to groundbreaking achievements!

Those who serve in the fire service have long been recognized for their hard work and dedication. Now it's time to celebrate districts moving the fire service forward with new safety innovations. Has your district developed original trainings or programs; created new specialty apparatus, equipment, tools, devices, implements, instruments, etc.; discovered revolutionary ways to use existing equipment; or implemented innovative ideas that have improved the safety of your department, community, Oregonians, or others outside the state? If so, we want to hear about it!

Fire district directors, chiefs, personnel, and volunteers all look to the trailblazers who solve problems, remove obstacles, and lead others to success. If you know of a district that is lighting the path by blazing a new trail, nominate it today!

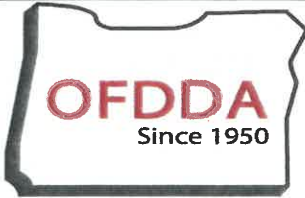
How do I submit an application? Submit the Innovative Safety Award Nomination form to OFDDA, 1284 Court St NE, Salem OR 97301; email to laureal@ofdda.com; or fax to 503-364-9919. Applications must be received by October 3, 2022.

How are entries judged? The OFDDA Conference Committee will evaluate all applications then make a recommendation to the OFDDA Board of Directors, who will make the final selection.

When will the award be presented? The award will be presented to an OFDDA member district by the OFDDA Board President and SDAO Executive Director during the OFDDA Annual Fire Service Conference.

OFDDA members are eligible to be nominated by anyone, including themselves, for the OFDDA Innovative Safety Award for each successfully implemented innovation that has improved the safety of the department, community, Oregonians, or others outside the state. Examples include, but are not limited to:

- ◆ Development of original trainings or programs
- ◆ Discovery of revolutionary ways to use existing district equipment
- ◆ Creation of specialty apparatus, equipment, tools, devices, implements, instruments, etc.
- ◆ Implementation of innovative ideas



2022 Oregon Fire District Directors Association
Innovative Safety Award Nomination

Nominee: _____ Nominated by: _____

Email: _____ Email: _____

Phone Number: _____ Phone Number: _____

Attach additional pages if necessary:

1. Describe, in detail, the specific safety innovation the nominee accomplished.

2. What is the impact of this safety innovation?

3. What resources (time, money, etc.) did this safety innovation take to develop and implement?

4. What steps may other districts need to follow to implement this safety innovation?

5. Any additional comments you would like to share?

**The application deadline is October 3, 2022. Submit completed nomination forms to
OFDDA, 1284 Court St NE, Salem OR 97301; fax to 503-364-9919;
or email to laureal@ofdda.com**



**OREGON FIRE DISTRICT
DIRECTORS ASSOCIATION**
EDUCATION • COORDINATION • LEGISLATION

Oregon Fire Service Conference MEMORIAL SERVICE APPLICATION FORM

In memory of deceased Oregon fire service members, the Oregon Fire District Directors Association conducts a memorial service at the commencement of the Oregon Fire Service Conference every year. Any deceased Oregon fire personnel may be memorialized. Please complete the application and provide the information requested below for any individual you wish to include in the memorial program. Please note, all submissions for the memorial program must be sponsored by an Oregon fire service organization.

DATE OF APPLICATION: _____

SPONSORING ORGANIZATION: _____

MAILING ADDRESS: _____

NAME TO BE MEMORIALIZED: _____

RANK: _____ **DATES OF SERVICE:** _____

On a separate sheet, please provide details of why the individual is to be memorialized.

General Information:

In addition to remembrance at the memorial service, the name of the person being remembered will be inscribed on a brass plate and added to the memorial plaque at the Oregon Fire Service Center.

Although not required for the memorial service and subsequent remembrance plaque, donations to the OFDDA Memorial Fund are always welcome. All contributions to the fund will be used to provide and maintain the memorial plaque and for the maintenance and improvement of the Oregon Fire Service Center.

To be included in the memorial service at the Oregon Fire Service Conference, return your completed form and supporting documents to the OFDDA office no later than October 3, 2022.

MAIL: OFDDA, 1284 Court St NE, Salem, OR 97301 FAX: 503-364-9919 EMAIL: mandy@ofdda.com

*If you have any questions about this application, please contact
Laureal Williams at laureal@ofdda.com or 800-223-9708.*

