



AGENDA

**Notice of Regular of the Board of Directors
of the Sisters-Camp Sherman Rural Fire Protection District
November 15, 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. October 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**
- 4. Administration**
 - a. Strategic Plan – Next Steps**
 - b. OSFM Grant Application Update**
- 5. Fire Chief Report**
- 6. Fire Safety Manager report**
- 7. President's Report**
- 8. Other business**
- 9. Adjourn meeting**

Administrative Summary for Consent Agenda

October 2022 Data

Minutes - No changes.

Revenue & Expenditure Dashboard Report

- Revenue is coming in higher than target goal as of the end of October at 39% of budget due mostly from the following:
 - Interest income increased with increasing interest rates for LGIP (2.10%).
 - Donations include a \$15,000 grant from the Rumberger Foundation.
- Expenditures are tracking inline with target goal of 33% of budget for this period.

Operations Overview Dashboard Report

- EMS response and transports increased over the same period as the prior two years.
- There was a total of 112 calls in October which are more in-line with pre-pandemic levels.
- A total of twenty 7PC's were called in October and three move-ups were requested by the District.

Bank Statements and Reconciliations

LGIP (Local Government Investment Pool)-General Fund

- Total sum of all funds balances with the bank and totals \$2,269,127.51 at the end of October. The interest rate increased to 2.10%.

LGIP –Debt Service Fund

- Total sum of funds in the debt service account balances with the bank and totals \$62,672.35.

U.S. Bank

- Total sum of funds in US Bank checking at end of October balances with the bank and totals \$48,944.80. **The bank reconciliation includes one bank adjustment for one of the two fraudulent ACH debits from the US Bank received from WEX in the amount of \$7,533.08. A second bank adjustment is still outstanding for the AMEX fraudulent ACH debit in the amount of \$7,043.44.*

*Update on US Bank Fraud:

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 this with US Bank, but as of the time of this report, no funds have been received.

Staff received an update from Deschutes County Sheriff's Office on the investigation, and they have tracked down a person in Kenmore, New York who fraudulently accessed the account. The FBI and New York law enforcement have been notified and the DCSO case report (#22-48951) is expected to be finalized and submitted to the District this week.

No further attempts have been made on the US Bank account. Staff is still working to transition the old account over to the new US Bank account; however, it has been a slow process on US Bank's end.

Operating Fund Summaries

Revenue

- Ambulance revenues are higher than anticipated for this time of the budget cycle at 46%.
- Other Fees for Service is higher than anticipated due to a late payment on a Fire Contract from 21/22 and Jefferson County Sheriff's Station 704 office rent.
- Interest Income is doing well with increased interest rates for the LGIP.
- Donations include a \$15,000 grant from Rumberger Foundation.

Expenditures

- Personnel Services is showing both Administration and Maintenance Departments tracking higher than 33% due to one-time insurance and benefit payments that happen during the first part of the fiscal year and should level back out as we progress through the budget cycle.
- Capital Outlay is showing the Maintenance Department is at 99% of budget. This is due to one-time purchase of budgeted capital expenditures. No other expenses are anticipated during the budget year for this department.

Balance Sheets

- US Bank is showing a negative balance at the end of the month due to book transfers that didn't occur until November. The account itself is not in the negative.
- 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.
- Insurance disability/liability is related to employee orthodontia withholding and should clear in November.
- Miscellaneous liabilities are due to AFLAC employee payments and employee donations.

Check Register

- Check number: 13975 to AT&T Mobility. This is the District's mobile/data payments. The FirstNet system was not allowing us to receive bills, so there was a backlog when they sent them for payment.

Adjusting Journal Entries

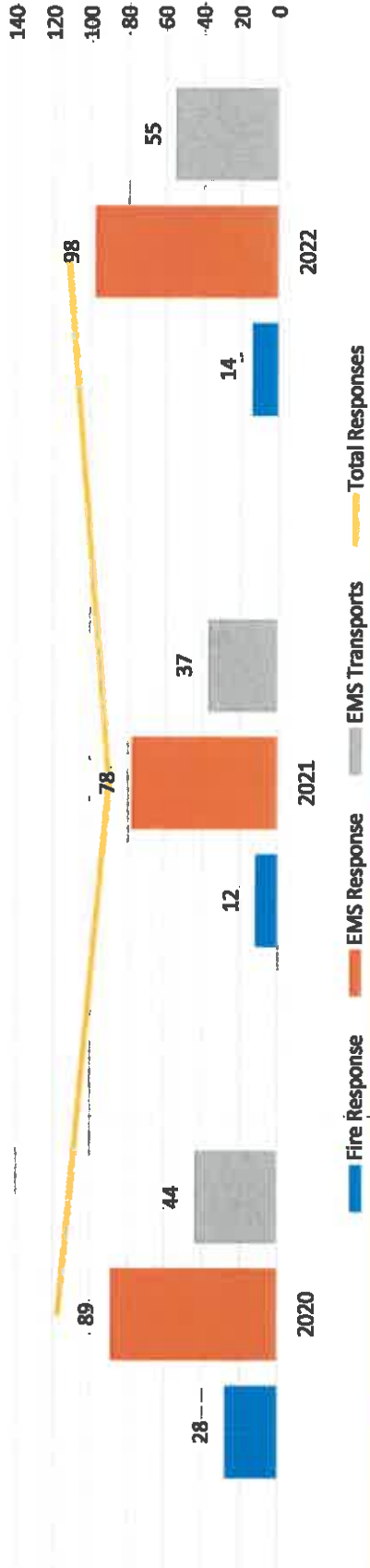
- Entry for ambulance receivables to actual.
- Entry for transfer from Building Reserve Fund for Station 704 Exterior Paint Project.
- Entry for transfer from Equipment Reserve Fund for AFG Grant fed portion of EMS equipment purchased.

Ambulance Report - Total of 55 transports for October.

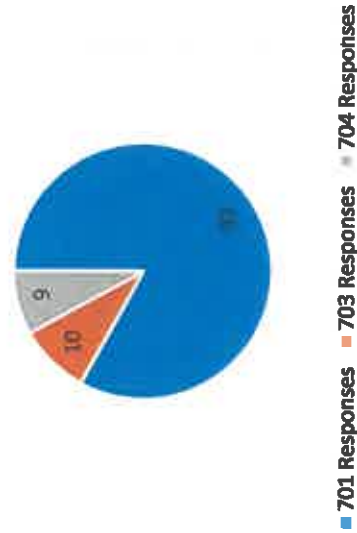
Engine Response Report – One new charge and no payments for October.

OPERATIONS OVERVIEW - AS OF OCTOBER 31, 2022

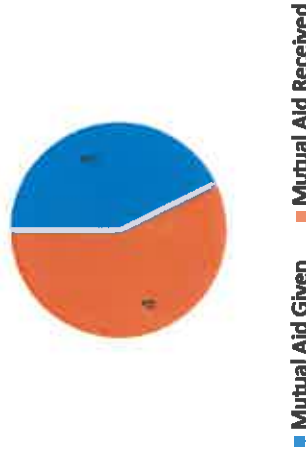
October Responses by Type - 3 Years



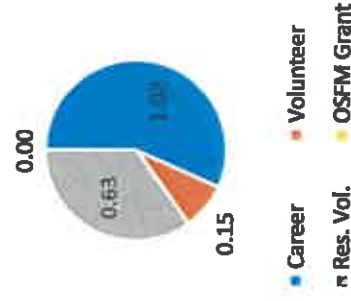
Responses by First-Due Station



October Mutual Aid Given/Received



Average Response by Personnel Type



October Callback Overview

Personnel Callbacks (7PC's) = 20
 7PC's Staffed with ALS Staffing = 12
 7PC's Staffed with Engine Staffing = 9
 Move-Ups = 3

Back to Back
 Calls October

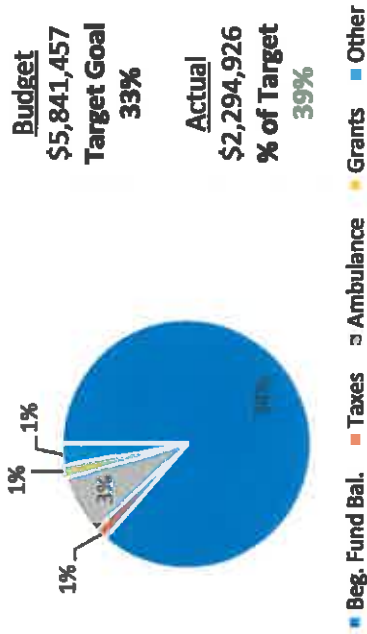
20

Ave Personnel
 on Standby

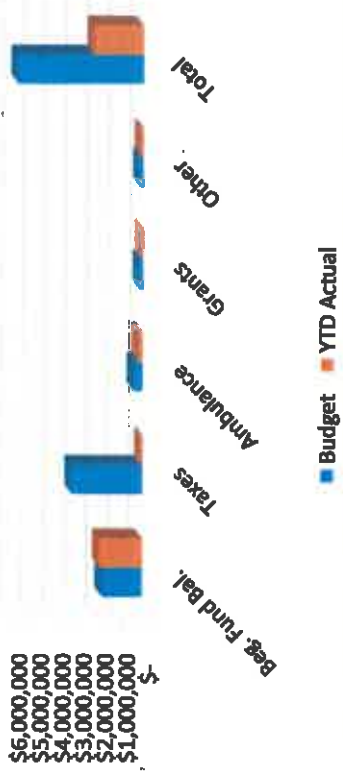
1.79

REVENUE & EXPENDITURE OVERVIEW - AS OF OCTOBER 2022

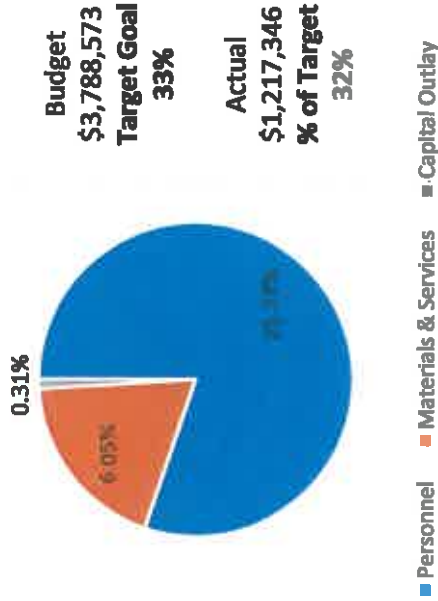
22/23 Actual Revenue as % of Budget



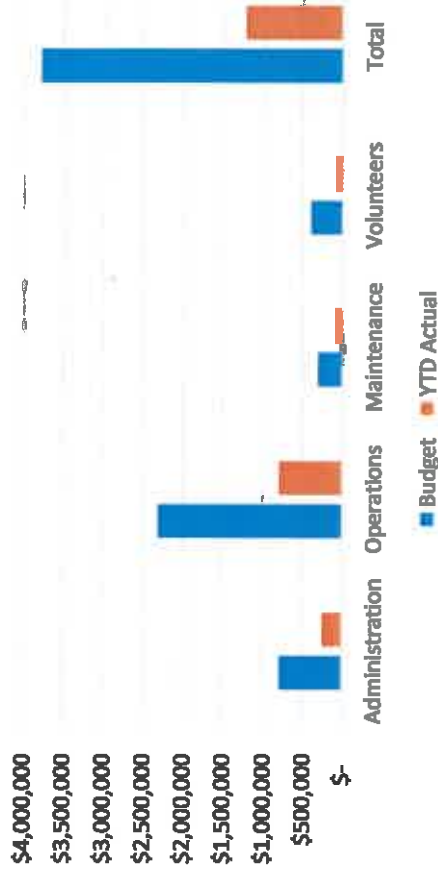
Budget vs. Actual Revenue - Year to Date



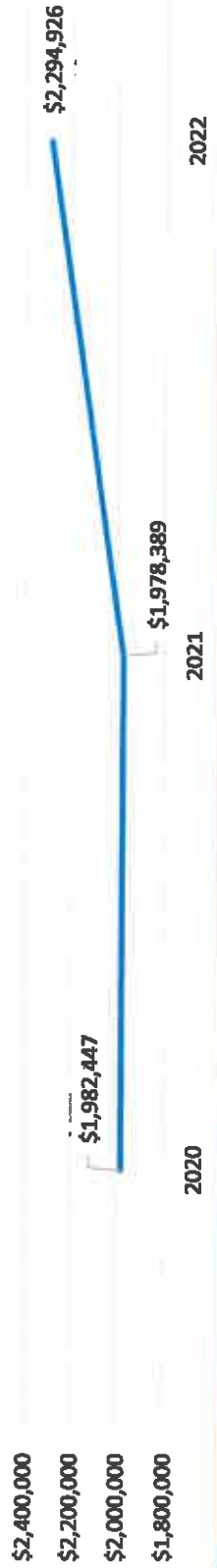
22/23 Expenditures as % of Budget



Budget vs. Actual Expenditures - Year to Date



Total Revenue - 3 Years - As of October 31, 2022





**Minutes of the Regular Meeting of the
Board of Directors of the Sisters-Camp Sherman Rural Fire Protection District
October 18, 2022**

1. Board President Chuck Newport opened the meeting at 5 p.m.
 - a. Board Attending: President Newport, Secretary/Treasurer McGowan, Director Schulz and Director Sutton (via Zoom). Absent: Vice President Miller.
 - b. Staff Attending: Fire Chief Roger Johnson, Executive Assistant Julie Spor, Finance Manager Kay Johnson, Fire Safety Manager Green and Recruitment & Retention Officer Cross.

2. Consent agenda
 - a. ***Unanimously approved the Consent Agenda as presented. Motion by Director Schulz, second Director McGowan.***
 - i. FM Johnson and EA Spor provided an update on the US Bank fraud activity as summarized on the Consent Agenda.
 - ii. Director McGowan inquired about the Operating Fund Summaries and specifically Capital Outlaw for the Maintenance Department and asked for clarification on why it was currently at 99% of budget. EA Spor responded that this was due to a one-time budgeted purchase for stacked washer/dryer. No further expenditures are expected for this line.
 - iii. Director McGowan inquired about check number 13967 to the Sisters High School Black and White Club. He asked who the District's audience is for this item. R&R Coordinator Cross said she is working with the high school to reimplement some sort of a high school program. The sign is meant to promote volunteering for the District.
 - iv. Director McGowan commented that it will be interesting to see what large new development of 700+ homes will do to our response capabilities over the next few years. He also commended staff on the new Dashboard report.

3. Correspondence:
 - a. Letter from Deschutes County Sheriff's Office thanking staff for their support and participation in honoring Lieutenant Ernie Brown after his passing.
 - b. Letter from Chief Greg Davis from Klamath County Fire District 1 extending their appreciation to Chief Johnson as a part of the Central Oregon Fire Defense Board for supporting their District during the Van Meter Fire.
 - c. Letter from the Government Finance Officers Association informing the District it has received the Distinguished Budget Presentation Award.

4. Administration

a. Staff Reports/Resolutions:

i. **Unanimously approved Staff Report SR-22-3 adopting Board Policy 1-2-6.**

Motion by Director McGowan, Director Schulz second.

1. Chief Johnson will add "Interagency coordination" under bullet number five on policy 1-2-6 as requested by Director McGowan.

ii. **Unanimously approved Staff Report SR-22-4 as presented. Motion by Director Schulz, Director Newport second.**

iii. **Unanimously approved Resolution 2022-2023-005. Motion by Director Schulz second, Director Newport second.**

iv. **Unanimously approved Resolution 2022-2023-004. Motion by Director McGowan, Director Schulz second.**

v. **Unanimously approved Staff Report SR-22-5 and accompanying Resolution 2022-2023-006. Motion by Director Schulz, Director McGowan second.**

b. Oregon Department of Forestry Grant Participation:

- i. Chief Johnson informed the Board that the District has been included in a tri-county Oregon Department of Forestry Community Wildfire Defense grant that ODF submitted for \$10M+/- that will fund a full-time wildfire mitigation employee and other risk reduction programs.

c. Office of State Fire Marshal Grant:

- i. Chief Johnson informed the Board that the Office of State Fire Marshal is funding a grant program that would add capacity up to two suppression personnel. It is a matching grant with staggered percentage of match. This grant would significant financial impacts on the District long-term. Chief Johnson will be gathering more information on the long-term feasibility of it and will report back at the November Board meeting.

d. Fire Chief Contract: President Chuck Newport signed the Fire Chief's contract extension that was agreed upon at the previous meeting.

5. Fire Chief Report

- a. Chief Johnson provided a written report to the Board. There were no questions.

6. Fire Safety Manager Report

- a. Fire Safety Manager Green provided a written report. The Board offered their appreciation to the Fire Corps and Prevention teams for their work on Firebusters.

- b. FSM Green reported that both Chief Johnson and Chief Craig were present during the Station 704 work parties held recently. The Board thanked them and also thanked R&R Coordinator Cross for her hard work at Station 704.

- i. Chief Johnson added that staff has identified a former resident volunteer who may move into Station 704. She is a certified paramedic/firefighter. Lieutenant Ben Duda has offered to be the Station Captain at 704 until a new one can be trained in the role.

***The Zoom call was interrupted at 5:45 p.m. and Director Sutton was kicked off. He reconnected to the Zoom at 5:53 p.m.**

7. President's Report

- a. **2022 OR Fire Service Conference**: President Newport advised of upcoming training opportunities for Board members including the OR Fire Service Conference in Hood River and the SDAO Conference in Sunriver February 10-12.
- b. President Newport also thanked Secretary/Treasurer McGowan for all the extra work he puts in on behalf of the Board of Directors.

8. Other Business – None.

No further business was discussed and the meeting adjourned at 6 p.m.

Respectfully submitted,

Julie Spor, Clerk of the Board

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

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

Account: 10001080
Bank Account Number: 153695237070

Bank Statement Balance:	-48,944.80	Book Balance Previous Month:	76,040.94
Outstanding Deposits:	258.87	Total Receipts:	250,420.88
Outstanding Checks:	91,613.10	Total Disbursements:	354,469.73
Bank Adjustments:	14,576.52	Book Adjustments:	.00
Bank Balance:	27,832.91-	Book Balance:	28,007.91-

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount
74	19.12	80	28.83	84	19.12	145	19.12
77	28.83	81	19.12	86	19.12	148	19.12
78	28.83	83	28.83	89	28.83		
						Total:	258.87

Deposits cleared: 40 items Deposits Outstanding: 11 items

Outstanding Checks

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
1	41,468.88	14034	1,314.74	14045	1,218.84	14056	85.00
14	1,816.38	14035	10,841.50	14046	767.80	14057	3,375.47
13939	28.80	14036	50.00	14047	350.00	14058	7,350.00
13997	892.35	14037	2,145.00	14048	2,000.00	14059	100.00
14005	1,515.00	14038	350.00	14049	104.97	14060	955.42
14017	175.00	14039	480.00	14050	442.00	14061	1,239.43
14021	54.99	14040	48.25	14051	4,533.33	14062	430.76
14030	270.90	14041	1,805.88	14052	202.00	14063	174.92
14031	395.00	14042	350.00	14053	2,371.20		
14032	28.38	14043	600.00	14054	290.00	Total:	91,788.10
14033	822.92	14044	548.82	14055	197.31		

Checks cleared: 85 items Checks Outstanding: 41 items

Bank Adjustments

Description	Amount	Description	Amount
WEX Check paid to District from prior per	7,533.08	AMEX Outstanding Fraudulent ACH not	7,043.44
		Total:	14,576.52

Description	Amount	Description	Amount
-------------	--------	-------------	--------

Book Adjustments

No book adjustments found!

*** Bank Balance does not equal Book Balance
*** Outstanding Check amount is incorrect

Report Criteria:
Print Outstanding Checks and Deposits and Bank and Book Adjustments



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

Business Statement

Account Number:
 1 536 9523 7070
 Statement Period:
 Oct 3, 2022
 through
 Oct 31, 2022
 Page 2 of 15



GOLD BUSINESS CHECKING

Member #DIG

U.S. Bank National Association
 Account Summary

Account Number 1-536-9523-7070

	# Items	\$
Beginning Balance on Oct 3		116,922.87
Customer Deposits	4	27,502.20
Other Deposits	35	222,890.56
Other Withdrawals	10	198,704.44
Checks Paid	75	119,866.39
Ending Balance on Oct 31, 2022		\$ 48,944.80

250,392.76
 318,370.83

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Oct 11	8316938108	877.50 ✓		Oct 21	9213041059	2,866.62 ✓
	Oct 13	8913685557	7,533.08 ✓		Oct 31	8015097176	16,225.00 ✓
Total Customer Deposits							\$ 27,502.20

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Oct 3	Electronic Deposit From Regence BCBSO - REF=222720090003100N00 1930238155HCCLAIMPMTFEP00001		\$ 122.13 ✓
Oct 4	ACH Zero Dollar Credit From HEALTH SHARE REF=222760230666540Y00 1455093195ACH ITEM		0.00 ✓
Oct 4	Electronic Deposit From NORIDIAN WAORAK REF=222760144369620Y00 9262326076HCCLAIMPMT1245231760		342.99 ✓
Oct 5	Electronic Deposit From Centene Managem REF=222770093421210N00 1391864073ACH 008765433514		1,132.00 ✓
Oct 5	Electronic Deposit From LOYALEHLTH SV9T REF=222780052233430N00 10435758814192343729		1,226.71 ✓
Oct 5	Electronic Deposit From iStream REF=222770126781000N00 00048999914899991		6,104.72 ✓
Oct 6	Electronic Deposit From LOYALEHLTH SV9T REF=222790080351670N00 10435758814192343729		1,059.38 ✓
Oct 6	Electronic Deposit From PacificSource REF=222770108261720N00 5930245545CREDIT 3077581		1,794.80 ✓
Oct 6	Electronic Deposit From PacificSource REF=222770108277800N00 3562420416CREDIT 3077581		2,132.20 ✓
Oct 11	Electronic Deposit From Regence BCBSO - REF=222790110660720N00 1930238155HCCLAIMPMTFEP00001		186.59 ✓
Oct 11	Electronic Deposit From INTERCOMM HEALTH REF=222800142284780N00 1931124326HCCLAIMPMT123002012012369		461.49 ✓
Oct 11	Electronic Deposit From CIGNA REF=222800105037600N00 9751877627HCCLAIMPMT930932704		1,960.00 ✓
Oct 12	Electronic Deposit From LOYALEHLTH SV9T REF=222850094384490N00 10435758814192343729		353.55 ✓
Oct 12	Electronic Deposit From NORIDIAN WAORAK REF=222840185425110Y00 9262326076HCCLAIMPMT1245231760		1,069.34 ✓
Oct 13	Electronic Deposit From PacificSource REF=222840232025400N00 3562420416CREDIT 3077581		878.29 ✓
Oct 13	Electronic Deposit From LOYALEHLTH SV9T REF=222860031163750N00 10435758814192343729		1,166.73 ✓
Oct 14	Electronic Deposit From LOYALEHLTH SV9T REF=222870035307590N00 10435758814192343729		276.59 ✓
Oct 18	Electronic Deposit From NORIDIAN WAORAK REF=222900097568380Y00 9262326076HCCLAIMPMT1245231760		1,436.85 ✓
Oct 18	Check 99901980 Fraud SPT Return Location/Ser#0099901980 1018010099		4,500.00 ✓
Oct 18	Electronic Deposit From NORIDIAN WAORAK REF=222910115493010Y00 9262326076HCCLAIMPMT1245231760		1,100.91 ✓

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book Adjustments

LGIP Bond Account (BOND TAX REVENUE) (8)
October 31, 2022

Account: 70001030
Bank Account Number: 153895237351

Bank Statement Balance:	62,672.35	Book Balance Previous Month:	62,387.66
Outstanding Deposits:	.19	Total Receipts:	284.88
Outstanding Checks:	.00	Total Disbursements:	.00
Bank Adjustments:	.00	Book Adjustments:	.00
Bank Balance:	62,672.54	Book Balance:	62,672.54

Outstanding Deposits

Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	Deposit Number	Deposit Amount	
10	.19							
							Total:	.19

Deposits cleared: 2 items Deposits Outstanding: 1 items

Outstanding Checks

No outstanding checks found!
Checks cleared: 0 items Checks Outstanding: 0 items

Bank Adjustments

No bank adjustments found!

Book Adjustments

No book adjustments found!



Account Statement - Transaction Summary

For the Month Ending **October 31, 2022**

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

Oregon LGIP		Asset Summary	
		October 31, 2022	September 30, 2022
Opening Balance	62,387.66	62,672.35	62,387.66
Purchases	284.69		
Redemptions	0.00		
Total		\$62,672.35	\$62,387.66

Closing Balance \$62,672.35
 Dividends 111.72



Account Statement

For the Month Ending October 31, 2022

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

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					62,387.66
10/04/22	10/04/22	Deschutes County Treasurer - Deschutes County Turnover 2022-3	1.00	172.97	62,560.63
10/31/22	11/01/22	Accrual Income Div Reinvestment - Distributions	1.00	111.72	62,672.35
Closing Balance					62,672.35

	Month of October	Fiscal YTD July-October	
Opening Balance	62,387.66	69,889.85	Closing Balance
Purchases	284.69	2,608.20	Average Monthly Balance
Redemptions	0.00	(9,825.70)	Monthly Distribution Yield

Closing Balance	62,672.35	62,672.35
Dividends	111.72	359.98



Account Statement

For the Month Ending **October 31, 2022**

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

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					2,411,850.61
10/03/22	10/03/22	LGIP Fees - ACH Redemption (3 @ \$0.05 - From 4374) - September 2022	1.00	(0.15)	2,411,850.46
10/04/22	10/04/22	Deschutes County Treasurer - Deschutes County Turnover 2022-3	1.00	2,564.99	2,414,415.45
10/06/22	10/06/22	Transfer from Jefferson County Treasury - JEFFERSON COUNTY TREASURY	1.00	516.74	2,414,932.19
10/19/22	10/19/22	Redemption - ACH Redemption	1.00	(150,000.00)	2,264,932.19
10/31/22	11/01/22	Accrual Income Div Reinvestment - Distributions	1.00	4,195.32	2,269,127.51
Closing Balance					2,269,127.51

Opening Balance		Closing Balance	2,269,127.51
Purchases		Average Monthly Balance	2,351,832.74
Redemptions		Monthly Distribution Yield	2.10%

Closing Balance	2,269,127.51	Fiscal YTD July-October	2,269,127.51
Dividends	4,195.32		15,246.74

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
1-00-0-1070 LGIP Acct #4374					
		09/30/2022 (09/22) Balance	.00 *	.00 *	1,058,231.39
CR	7	Jefferson County Property Tax Distribution	518.74		
CR	17	LGIP ACH Redemption Fees		.15-	
CR	19	LGIP Dividends	4,195.32		
CR	1	Deschutes County Property Tax Distribution	2,564.99		
CRUS	38	TXFR frm LGIP to Checking - Payroll		150,000.00-	
JE	4	Txfr from Bldg Reserve for Sta 704 Ext. Paint Proj.	2,288.87		
JE	5	Txfr from Bldg Reserve for Sta 704 Ext. Paint Proj.	4,533.33		
JE	7	Txfr from Equip. Reserve for CPR Device AFG Grant	4,597.50		
		10/31/2022 (10/22) Period Totals and Balance	18,674.55 *	150,000.15- *	928,905.79

Number of transactions: 8 Number of accounts: 1

	Debit	Credit	Proof
Total GENERAL FUND:	18,674.55	150,000.15-	131,325.60-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
2-00-0-1070	Empl Fund				
		09/30/2022 (09/22) Balance	.00 *	.00 *	295,106.88
		10/31/2022 (10/22) 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				
		09/30/2022 (09/22) Balance	.00 *	.00 *	210,230.37
JE		6 Txfr from Bldg Reserve for Sta 704 Ext. Paint Proj.		6,800.00-	
		10/31/2022 (10/22) Period Totals and Balance	.00 *	6,800.00- *	203,430.37

Number of transactions: 1 Number of accounts: 1

Debit	Credit	Proof
.00	6,800.00-	6,800.00-

Total BUILDING RESERVE FUND:

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
4-00-0-1070	Equipment Fund				
		09/30/2022 (09/22) Balance	.00 *	.00 *	848,281.97
JE		8 Txfr from Equip. Reserve for CPR Device AFG Grant		4,597.50-	
		10/31/2022 (10/22) Period Totals and Balance	.00 *	4,597.50- *	843,684.47

Number of transactions: 1 Number of accounts: 1

	Debit	Credit	Proof
Total EQUIPMENT RESERVE FUND:	.00	4,597.50-	4,597.50-

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
5-00-0-1075 Technology Reserve Fund					
	09/30/2022 (09/22)	Balance	.00 *	.00 *	.00
	10/31/2022 (10/22)	Period Totals and Balance	.00 *	.00 *	.00
Number of transactions: 0 Number of accounts: 1			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Total REVENUE:			<u>.00</u>	<u>.00</u>	<u>.00</u>
Number of transactions: 10 Number of accounts: 5			<u>Debit</u>	<u>Credit</u>	<u>Proof</u>
Grand Totals:			<u>18,674.55</u>	<u>161,397.65-</u>	<u>142,723.10-</u>

Report Criteria:

Actual amounts

All accounts

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

Account Number	Account Title	2021-22 Prior YTD Actual	Current Period Actual	Current YTD Actual	2022-23 Current Year Budget	Bal Remaining +/-	% Collected
GENERAL FUND							
1-01-0-40100	Property Taxes-Current	.00	.00	.00	3,240,174.00	3,240,174.00-	.00
1-01-0-40200	Property Taxes-Prior	3,835.19	3,080.56	36,231.02	50,000.00	13,788.98-	72%
1-01-0-41100	Ambulance Revenue	33,592.55	47,970.11	178,032.24	390,000.00	211,967.76-	48%
1-01-0-41110	GEMT Ambulance Revenu	.00	1,132.00	4,528.00	40,000.00	35,472.00-	11%
1-01-0-41200	Other Fees for Service	205.00-	3,154.12	7,199.12	11,716.00	4,515.88-	81%
1-01-0-42100	Fire Med Subscriptions	1,525.00	1,285.00	4,847.50	15,000.00	10,152.50-	32%
1-01-0-43100	Interest Income	714.60	4,197.08	15,256.96	15,000.00	256.96	102%
1-01-0-44100	Grant Revenue	.00	.00	35,000.00	151,095.00	116,095.00-	23%
1-01-0-44200	Donations Received	10,400.00	15,450.00	15,717.00	10,000.00	5,717.00	157%
1-01-0-44300	Conflagration Income	.00	.00	.00	50,000.00	50,000.00-	.00
1-01-0-45000	Misc Revenue	163.00	16,908.21	17,786.30	10,100.00	7,686.30	176%
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:		50,025.34	93,177.08	2,294,926.43	5,841,457.00	3,546,530.57-	39%
GENERAL FUND Revenue Total:		50,025.34	93,177.08	2,294,926.43	5,841,457.00	3,546,530.57-	39%
Net Total GENERAL FUND:		50,025.34	93,177.08	2,294,926.43	5,841,457.00	3,546,530.57-	39%

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:	178,901.95	45,735.82	205,935.18	542,208.00	336,272.84	38%
	Total OPERATIONS DEPARTMENT:	870,755.52	177,548.11	740,260.43	2,126,183.00	1,385,932.57	35%
	Total MAINTENANCE DEPARTMENT:	5,780.87	1,039.92	3,640.95	27,264.00	23,623.05	13%
	Total VOLUNTEERS DEPARTMENT:	43,546.82	12,177.59	26,564.89	66,290.00	39,725.11	40%
	GENERAL FUND Expenditure Total:	898,984.96	236,502.44	976,391.43	2,781,945.00	1,785,553.57	35%
	Net Total GENERAL FUND:	898,984.96-	236,502.44-	976,391.43-	2,781,945.00-	1,785,553.57-	35%
	Net Grand Totals:	898,984.96-	236,502.44-	976,391.43-	2,781,945.00-	1,785,553.57-	35%

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:	33,393.83	24,045.08	43,980.25	217,154.00	173,183.75	20%
	Total OPERATIONS DEPARTMENT:	38,836.46	7,592.83	46,945.53	183,284.00	136,338.47	26%
	Total MAINTENANCE DEPARTMENT:	55,308.33	34,335.05	80,884.36	284,504.00	183,619.64	31%
	Total VOLUNTEERS DEPARTMENT:	49,245.85	20,217.70	57,312.86	328,305.00	270,992.14	17%
	GENERAL FUND Expenditure Total:	176,784.27	86,190.64	229,133.00	993,247.00	764,114.00	23%
	Net Total GENERAL FUND:	176,784.27-	86,190.64-	229,133.00-	993,247.00-	764,114.00-	23%
	Net Grand Totals:	176,784.27-	86,190.64-	229,133.00-	993,247.00-	764,114.00-	23%

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	1,200.00	1,200.00	22,898.00	21,498.00	5%
	Total OPERATIONS DEPARTMENT:	.00	.00	.00	.00	.00	.00
	Total MAINTENANCE DEPARTMENT:	8,207.22	.00	10,621.20	10,885.00	83.80	99%
	GENERAL FUND Expenditure Total:	8,207.22	1,200.00	11,821.20	33,381.00	21,559.80	35%
	Net Total GENERAL FUND:	8,207.22-	1,200.00-	11,821.20-	33,381.00-	21,559.80-	35%
	Net Grand Totals:	8,207.22-	1,200.00-	11,821.20-	33,381.00-	21,559.80-	35%

**SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2022**

GENERAL FUND

ASSETS

1-00-0-1070	LGIP ACCT #4374	926,908.38	
1-00-0-1080	US BANK OPERATING ACCT	(28,007.91)	
1-00-0-1099	PETTY CASH	70.21	
1-00-0-1103	NOTE RECEIVABLE	45,000.00	
1-00-0-1120	AMBULANCE RECEIVABLES	234,819.92	
1-00-0-1160	ALLOWANCE FOR UNCOLLECTIBLE AM	(117,472.13)	
1-00-0-1450	PROPERTY TAXES RECEIVABLE	<u>57,849.89</u>	
TOTAL ASSETS			<u><u>1,118,966.36</u></u>

LIABILITIES AND EQUITY

LIABILITIES

1-00-0-2110	FICA/FWH TAX LIABILITY	55.00	
1-00-0-2160	PERS LIABILITY	1,008.98	
1-00-0-2160	INSURANCE/DISABILITY LIABILITY	12.91	
1-00-0-2180	MISCELLANEOUS LIABILITY	300.00	
1-00-0-2250	DEFERRED REVENUE	<u>40,010.89</u>	
TOTAL LIABILITIES			41,385.56

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	<u>1,077,580.80</u>	
BALANCE - CURRENT DATE			<u>6,919,037.80</u>
TOTAL FUND EQUITY			<u>1,077,580.80</u>
TOTAL LIABILITIES AND EQUITY			<u><u>1,118,966.36</u></u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2022

EMPLOYMENT RESERVE FUND

ASSETS

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

LIABILITIES AND EQUITY

FUND EQUITY

2-00-0-3120	EMPLOYMENT RESERVE	(417,730.00)	
UNAPPROPRIATED FUND BALANCE:			
2-00-0-3900	RETAINED EARNINGS	417,730.00	
	REVENUE OVER EXPENDITURES - YTD	295,108.88	
BALANCE - CURRENT DATE		<u>712,838.88</u>	
TOTAL FUND EQUITY			<u>295,108.88</u>
TOTAL LIABILITIES AND EQUITY			<u>295,108.88</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2022

BUILDING RESERVE FUND

ASSETS

3-00-0-1070	BLDG FUND	203,430.37	
	TOTAL ASSETS		<u>203,430.37</u>

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	<u>203,430.37</u>	
	BALANCE - CURRENT DATE	<u>517,800.37</u>	
	TOTAL FUND EQUITY		<u>203,430.37</u>
	TOTAL LIABILITIES AND EQUITY		<u>203,430.37</u>

SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2022

EQUIPMENT RESERVE FUND

ASSETS

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

LIABILITIES AND EQUITY

FUND EQUITY

4-00-0-3120	EQUIPMENT RESERVE	(2,291,933.00)	
	UNAPPROPRIATED FUND BALANCE:		
4-00-0-3900	RETAINED EARNINGS	2,291,833.00	
	REVENUE OVER EXPENDITURES - YTD	848,281.97	
	BALANCE - CURRENT DATE	3,140,214.97	
	TOTAL FUND EQUITY		848,281.97
	TOTAL LIABILITIES AND EQUITY		848,281.97

**SISTERS-CAMP SHERMAN
BALANCE SHEET
OCTOBER 31, 2022**

DEBT SERVICE FUND

ASSETS

7-00-0-1030	BOND TAX REVENUE LGIP	62,672.54	
7-00-0-1450	PROPERTY TAXES RECEIVABLE	3,927.70	
	TOTAL ASSETS		66,600.24

LIABILITIES AND EQUITY

LIABILITIES

7-00-0-2260	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	64,091.52	
	BALANCE - CURRENT DATE	334,717.52	
	TOTAL FUND EQUITY		64,091.52
	TOTAL LIABILITIES AND EQUITY		66,600.24

Check Register - October 2022

<u>Date</u>	<u>Check No.</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/3/2022	13974	Ace Hardware, Inc.	Fasteners/Hardware for 711 Tahoe fender liner repair	\$ 2.00
10/3/2022	13974	Ace Hardware, Inc.	Fasteners/bit for 701 bay flag display	\$ 26.28
10/3/2022	13974	Ace Hardware, Inc.	Supplies for 701 bay flag display	\$ 8.81
10/3/2022	13974	Ace Hardware, Inc.	Credit for 701 bay flag display supplies	\$ (8.44)
10/3/2022	13974	Ace Hardware, Inc.	Fire Corps Esign mounting hardware	\$ 10.66
10/3/2022	13974	Ace Hardware, Inc.	Rivets	\$ 2.38
10/3/2022	13974	Ace Hardware, Inc.	Nozzle for bays	\$ 13.79
10/3/2022	13974	Ace Hardware, Inc.	Screw driver bits for drills	\$ 5.52
10/3/2022	13974	Ace Hardware, Inc.	self-tapping screws/fasteners	\$ 28.86
10/3/2022	13974	Ace Hardware, Inc.	Prompt Pay Discount	\$ (1.81)
10/3/2022	13975	AT&T MOBILITY	Acct: 287297124283	\$ 566.96
10/3/2022	13975	AT&T MOBILITY	Acct: 287297124283	\$ 566.96
10/3/2022	13975	AT&T MOBILITY	Acct: 287297124283	\$ 566.96
10/3/2022	13975	AT&T MOBILITY	Acct: 287297124283	\$ 600.44
10/3/2022	13976	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39497459	\$ 15.98
10/3/2022	13977	Carlson Sign	NUMBER PLACARDS FOR 795	\$ 125.00
10/3/2022	13978	CenturyLink	333226873 - Sta 704 Phone	\$ 59.78
10/3/2022	13979	David Ward	Per Diem - UK Exchange Trip	\$ 825.00
10/3/2022	13980	Eastern Oregon University	910217779 Spor Fall Tultion	\$ 2,047.50
10/3/2022	13981	Julle Spor	Mileage & Per Diem OFSOA Conference	\$ 165.00
10/3/2022	13981	Julle Spor	Mileage & Per Diem OFSOA Conference	\$ 193.76
10/3/2022	13982	MFCP, Inc	Pressure gauges for hydrant flow testing	\$ 79.18
10/3/2022	13983	Miss Sew-It-All	Seamstress Services - Uniform Items	\$ 105.00
10/3/2022	13984	Mission Linen Supply, Inc.	mats/rugs	\$ 53.24
10/3/2022	13985	Momentum Promo	Embroidery (EMT Items) new RV's	\$ 158.00
10/3/2022	13986	Norco Medical Supply, Inc.	MEDICAL OXYGEN	\$ 89.03
10/3/2022	13987	Rachel Ulm	Per Diem UK Exchange Trip	\$ 825.00
10/3/2022	13988	Ranch Country Outhouses	Portable Toilet Rental - Locust St Training	\$ 85.00
10/3/2022	13989	Roger T. Johnson	Per Diem OFCA Board Meeting	\$ 55.00
10/3/2022	13990	SDIS	Admin Health Insurance	\$ 3,671.84
10/3/2022	13990	SDIS	Admin Life, ST/LTD	\$ 146.54
10/3/2022	13990	SDIS	Operations Health Insurance	\$ 19,951.28
10/3/2022	13990	SDIS	Operations Life, ST/LTD	\$ 732.70
10/3/2022	13990	SDIS	Ins/Disability - Orthodontia pass through	\$ 113.46
10/3/2022	13991	Vohs Custom Landscaping	Monthly Maintenance Agreement - 9/2022	\$ 1,734.50
10/3/2022	13992	Xpress Printing, Inc.	Volunteers Needed Brochures	\$ 252.77
10/18/2022	13993	Cole Pyne	Final Payroll OSFM Grant	\$ 706.48
10/18/2022	13994	Jacob Van Lieu	Final Payroll OSFM Grant	\$ 1,349.02
10/18/2022	13995	Jesse Polay	Final Payroll OSFM Grant	\$ 949.39
10/18/2022	13996	Kyle White	Final Payroll OSFM Grant	\$ 1,364.29
10/18/2022	13997	Matthew Maupin	Final Payroll OSFM Grant	\$ 692.35
10/18/2022	13998	911 Supply	Credit on Account	\$ (209.00)
10/18/2022	13998	911 Supply	OR Paramedic/EMT Patches	\$ 201.90
10/18/2022	13998	911 Supply	5.11 Navy Polos	\$ 500.00
10/18/2022	13999	Across the Street Productions, Inc.	Blue Card On-line Training Program - SAFER	\$ 1,732.50
10/18/2022	14000	Baxter Auto Parts Inc, Auto Parts	Belts for drill press in tool room	\$ 30.24
10/18/2022	14000	Baxter Auto Parts Inc, Auto Parts	Belts for drill press in tool room	\$ 15.70
10/18/2022	14000	Baxter Auto Parts Inc, Auto Parts	Credit for belt returned	\$ (15.70)
10/18/2022	14000	Baxter Auto Parts Inc, Auto Parts	Credit for belt returned	\$ (15.25)
10/18/2022	14000	Baxter Auto Parts Inc, Auto Parts	Oil and filter 2018 Ford F250	\$ 194.72
10/18/2022	14001	BI-Mart Corporation	Conglrag supplies Rum Creek Fire	\$ 170.91
10/18/2022	14001	BI-Mart Corporation	Laundry soap and paper towels for 701	\$ 33.66
10/18/2022	14001	BI-Mart Corporation	CR Taken	\$ (5.96)
10/18/2022	14001	BI-Mart Corporation	Conglrag supplies Rum Creek Fire	\$ 121.16
10/18/2022	14001	BI-Mart Corporation	Soda for machine at 703	\$ 64.52
10/18/2022	14001	BI-Mart Corporation	Apparatus supplies - Sta 703	\$ 3.49
10/18/2022	14001	BI-Mart Corporation	Station Supplies - 703	\$ 10.28
10/18/2022	14002	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39507724	\$ 146.16
10/18/2022	14002	BOUND TREE MEDICAL, LLC.	EMS SUPPLY ORDER# 39516710	\$ 340.38
10/18/2022	14003	Brayden Kiosterman	Res. Vol. Mileage & Food Reimb. Sept 2022	\$ 350.00
10/18/2022	14004	Campbell Clarke	Res. Vol. Mileage & Food Reimb. LT - Sept. 2022	\$ 475.00
10/18/2022	14005	Cascade Fire Equipment	Wildland shirts	\$ 1,515.00
10/18/2022	14006	Caselle, Inc.	Contract support charges 11/2022	\$ 354.00
10/18/2022	14007	CEC, INC	electric-Camp Sherman	\$ 88.57
10/18/2022	14008	City of Sisters	04-6332-00 Elm St.	\$ 379.86
10/18/2022	14009	Deschutes County 911 Service D	Quarterly Radio Equipment Maintenance	\$ 290.54
10/18/2022	14010	Ed Staub & Sons Petroleum	Fuel	\$ 1,578.29
10/18/2022	14010	Ed Staub & Sons Petroleum	Propane Tank Rental - Sta 704	\$ 1.00
10/18/2022	14010	Ed Staub & Sons Petroleum	Propane Tank Rental - Sta 703	\$ 99.00
10/18/2022	14011	Emily Kline	Res. Vol. Mileage & Food Reimb. - Sept. 2022	\$ 350.00

Check Register - October 2022

10/18/2022	14011	Emily Kline	Reimb. Polos purchased for Fire/EMS Program at COCC	\$	33.35
10/18/2022	14012	Enerspect Medical Solutions, LLC	PHILIPS FR3 DEFIB PADS (MRX)	\$	87.60
10/18/2022	14012	Enerspect Medical Solutions, LLC	SHIPPING	\$	19.96
10/18/2022	14013	Hoyt's Hardware	Trim repair at Sta 704	\$	142.80
10/18/2022	14013	Hoyt's Hardware	Lumber for fordble entry prop	\$	29.00
10/18/2022	14013	Hoyt's Hardware	Wood for Fordble entry door	\$	87.00
10/18/2022	14013	Hoyt's Hardware	Lumber for fordble entry prop	\$	20.88
10/18/2022	14013	Hoyt's Hardware	BLACK PLASTIC SHEETING (HAUNTED HOUSE)	\$	113.40
10/18/2022	14014	Hughes Fire Equipment, Inc.	Primer pump for 2004 Tanker	\$	1,073.07
10/18/2022	14015	LIFE-ASSIST	EMS MED ORDER# 58223753	\$	141.50
10/18/2022	14015	LIFE-ASSIST	Medical Supplies	\$	24.50
10/18/2022	14016	Momentum Promo	2022 Breast Cancer Awareness Duty Tees	\$	-948.72
10/18/2022	14017	Oregon Dept of Forestry	FEPP Fee for possession of Box Trailer	\$	175.00
10/18/2022	14018	Pacific Office Automation, Inc	copies/kit - HP Printers	\$	6.88
10/18/2022	14018	Pacific Office Automation, Inc	Fleet Agreement - HP Printers	\$	63.86
10/18/2022	14018	Pacific Office Automation, Inc	copies/kit - Konica	\$	97.52
10/18/2022	14019	Ponderosa Heating & Cooling, I	New heat tape outlets	\$	4,865.00
10/18/2022	14019	Ponderosa Heating & Cooling, I	New electric circuit for bay washer/ dryer	\$	3,330.00
10/18/2022	14019	Ponderosa Heating & Cooling, I	Scissor Lift and addtl tech fees	\$	1,079.31
10/18/2022	14020	Pony Express, Inc.	Demo Thermal Im. Camera returned	\$	9.60
10/18/2022	14020	Pony Express, Inc.	Electrical schematic prints	\$	6.00
10/18/2022	14020	Pony Express, Inc.	Electrical schematic prints	\$	10.00
10/18/2022	14021	Quill	Window sign holders	\$	54.99
10/18/2022	14022	Republic Services	Disposal Services Sta 701	\$	34.38
10/18/2022	14022	Republic Services	Disposal Services Sta 703	\$	18.46
10/18/2022	14023	SDIS	Admin Health Insurance	\$	3,671.84
10/18/2022	14023	SDIS	Admin Life, ST/LTD	\$	146.54
10/18/2022	14023	SDIS	Operations Health Insurance	\$	17,798.27
10/18/2022	14023	SDIS	Operations Life, ST/LTD	\$	659.43
10/18/2022	14023	SDIS	Ins/Disability - Orthodontia pass through	\$	106.37
10/18/2022	14023	SDIS	Credit for Martdn Ins Termination	\$	(4,329.16)
10/18/2022	14023	SDIS	Credit for Martin Life, LTD, STD Termination	\$	(146.54)
10/18/2022	14024	STRYKER	S-CS AFG CPR DEVICE (FED PORTION)	\$	2,758.50
10/18/2022	14024	STRYKER	CFD AFG CPR DEVICE (FED PORTION)	\$	1,839.00
10/18/2022	14025	Systems Design	EMS Billing & Postage for September 2022	\$	1,144.06
10/18/2022	14025	Systems Design	PCG SFY 21 Cost Report Prep	\$	1,541.10
10/18/2022	14026	Tim Craig	Cell Phone Reimb. 3 mos.	\$	150.00
10/18/2022	14027	Treasure Valley Coffee	water and cooler rental	\$	229.15
10/18/2022	14028	WCP Solutions	car & truck wash	\$	76.40
10/18/2022	14028	WCP Solutions	Laundry and facility supplies	\$	297.00
10/24/2022	14029	Marks Family Palntng	Sta 704 Exterior Paint Project - 1/3 Down	\$	2,266.67
10/31/2022	14030	AFLAC	AFLAC	\$	270.90
10/31/2022	14031	Alpine Internet Solutions	Content Plan for November 2022	\$	395.00
10/31/2022	14032	Avion Water Co Inc.	Water-703	\$	26.36
10/31/2022	14033	Bend Broadband	8224 60 007 0119276 - 703 Cable	\$	159.66
10/31/2022	14033	Bend Broadband	8224 60 003 0017578 - Cable Elm	\$	663.26
10/31/2022	14034	CEC, INC	electric-Elm	\$	1,235.80
10/31/2022	14034	CEC, INC	electric-Buffalo	\$	78.94
10/31/2022	14035	Central Oregon Com College	820311855 Byles Tuition	\$	2,116.00
10/31/2022	14035	Central Oregon Com College	820300295 Clarke Tuition	\$	1,952.00
10/31/2022	14035	Central Oregon Com College	820296343 Jones Tuition	\$	2,673.75
10/31/2022	14035	Central Oregon Com College	820311072 Kline Tuition	\$	1,426.00
10/31/2022	14035	Central Oregon Com College	820314087 Klosterman Tuition	\$	2,673.75
10/31/2022	14036	Corporation Division	Domestic Nonprofit Corporation Fee -2022 Annual Report	\$	50.00
10/31/2022	14037	Crook County Fire & Rescue	BLS and HSFA Cards, Instructor Card	\$	2,145.00
10/31/2022	14038	Cruz Jones	Res. Vol. Mileage & Food Reimb. - 10/2022	\$	350.00
10/31/2022	14039	Donald L. Cofoed	Annual Fitness Equipment Maintenance	\$	480.00
10/31/2022	14040	DPSST	Criminal Hlstry Check 41753 (Hill)	\$	46.25
10/31/2022	14041	Ed Staub & Sons Petroleum	Fuel	\$	1,605.68
10/31/2022	14042	Emily Kline	Res. Vol. Mileage & Food Reimb. - 10/2022	\$	350.00
10/31/2022	14043	Five Pine Lodge & Conference	Site Fee - Awards Banquet	\$	600.00
10/31/2022	14044	Government Ethics Commission	annual billing fee	\$	548.82
10/31/2022	14045	Hoyt's Hardware	704 Exterior Repair Supplies	\$	1,015.29
10/31/2022	14045	Hoyt's Hardware	Concrete for 704 Repair	\$	104.70
10/31/2022	14045	Hoyt's Hardware	Credit for Concrete 704 Repair	\$	(79.46)
10/31/2022	14045	Hoyt's Hardware	Sta 704 Window	\$	178.31
10/31/2022	14046	InnerTech	IT Services: Removal of 3 VPN Accts, Remote Assistance R&R, Antispam Service	\$	767.80
10/31/2022	14047	Jacob Van Lieu	Res. Vol. Mileage & Food Reimb. - 10/2022	\$	350.00
10/31/2022	14048	KJ Accounting	Monthly Finance Mgr Services - 10/2022	\$	2,000.00
10/31/2022	14049	Les Schwab Warehouse Center	Dismount/Mount Tires 771	\$	104.97
10/31/2022	14050	Local Government Law Group, P.C.	Legal: Personnel	\$	442.00

Check Register - October 2022

10/31/2022	14051	Marks Family Paintng	Sta 704 Exterior Paint Project - Balance Due	\$ 4,533.33
10/31/2022	14052	Momentum Promo	Embroidery & Jacket Ward	\$ 117.50
10/31/2022	14052	Momentum Promo	Embroidery: Rosenbohni, Splvey	\$ 17.00
10/31/2022	14052	Momentum Promo	Embroidery: Davis	\$ 67.50
10/31/2022	14053	Nugget Newspaper, LLC	Fall Preparedness Campaign and Overrun	\$ 2,371.20
10/31/2022	14054	Pac Office Automation - Lease	500-50016158 Konica Contract	\$ 290.00
10/31/2022	14055	Phil Drw	Reimb. Halloween Supplies Purchased for Comm. Event	\$ 197.31
10/31/2022	14056	Ranch Country Outhouses	Portable Toilet Rental - Locust St. Training	\$ 85.00
10/31/2022	14057	SDAO	Membership Dues	\$ 3,375.47
10/31/2022	14058	Solera Consulting, LLC	Electrical design for new backup generator at Sta 701	\$ 7,350.00
10/31/2022	14059	Sureline Broadband	Broadband at Sta 704	\$ 100.00
10/31/2022	14060	Tewalt & Sons, Inc.	Gravel for Sta 704 Project	\$ 955.42
10/31/2022	14061	Van Handel Automotive, Inc.	Repair Chevy Tahoe	\$ 1,239.43
10/31/2022	14062	Wakefield and Associates	Collections on arnts paid at FD	\$ 430.76
10/31/2022	14063	WCP Solutions	Quat-Stat Disinfectant	\$ 174.92
10/25/2022	700019	US Bank - Visa	IPAD MOUNTING HARDWARE	\$ 120.97
10/25/2022	700019	US Bank - Visa	IPAD MOUNTING TRAYS	\$ 125.97
10/25/2022	700019	US Bank - Visa	AED CABINET/SIGN FOR COMMUNITY HALL	\$ 173.95
10/25/2022	700019	US Bank - Visa	Batteries & belt clips for ISU walkie talkies	\$ 33.27
10/25/2022	700019	US Bank - Visa	Vinyl adhesive for salvage cover repair	\$ 13.99
10/25/2022	700019	US Bank - Visa	AV Upgrades - Small Training Room	\$ 1,200.00
10/25/2022	700019	US Bank - Visa	Lunch for Camp Sherman water supply drill	\$ 197.00
10/25/2022	700019	US Bank - Visa	Coffee for crew at airport disaster drill	\$ 20.12
10/25/2022	700019	US Bank - Visa	Fuel for FSM vehicle when gas card was not working	\$ 71.15
10/25/2022	700019	US Bank - Visa	Hodge Going Away Dessert	\$ 89.25
10/25/2022	700019	US Bank - Visa	Bulbs for Sta 701	\$ 195.57
10/25/2022	700019	US Bank - Visa	Ward Going Away Dessert	\$ 60.79
10/25/2022	700019	US Bank - Visa	721 primer oil	\$ 11.88
10/25/2022	700019	US Bank - Visa	Facilities supplies	\$ 94.01
10/25/2022	700019	US Bank - Visa	Disposal Fees at Dump for Sta 701	\$ 45.00
10/25/2022	700019	US Bank - Visa	Custom tablecloths for events/marketing	\$ 239.80
10/25/2022	700019	US Bank - Visa	Sta 704 Cleanup Day Lunches	\$ 190.20
10/25/2022	700019	US Bank - Visa	Annual Survey Monkey Subscription	\$ 384.00
10/25/2022	700019	US Bank - Visa	Zoom Subscription 22-23	\$ 1,899.05
10/25/2022	700019	US Bank - Visa	Spor fall term books	\$ 402.24
10/25/2022	700019	US Bank - Visa	Supplies for Fire Prevention Week	\$ 507.52
10/25/2022	700019	US Bank - Visa	No Parking signs Sta 704	\$ 95.96
10/25/2022	700019	US Bank - Visa	Wix Filters for 723/724	\$ 275.28
10/25/2022	700019	US Bank - Visa	Annual Life Flight Memberships	\$ 260.00
10/25/2022	700019	US Bank - Visa	Annual Life Flight Memberships	\$ 650.00
10/25/2022	700019	US Bank - Visa	Annual Life Flight Memberships	\$ 3,640.00
10/25/2022	700019	US Bank - Visa	Food for Sta 704 Work Part	\$ 152.91
10/25/2022	700019	US Bank - Visa	Coffee for Sta 701	\$ 129.00
10/25/2022	700019	US Bank - Visa	Spor Lodging OFSOA Ann Conf.	\$ 438.21
10/25/2022	700019	US Bank - Visa	LED ground lights for engines	\$ 41.99
10/25/2022	700019	US Bank - Visa	Van Lieu Paramedic School Application	\$ 200.00
10/25/2022	700019	US Bank - Visa	Halloween Supplies: Spider webs	\$ 112.59
10/25/2022	700019	US Bank - Visa	Pumpkins for Halloween Safety Fair	\$ 96.03
10/25/2022	700019	US Bank - Visa	Remote work subscription - Bialous	\$ 44.00
10/25/2022	700019	US Bank - Visa	Durango door lock actuator	\$ 43.99

Report Criteria:

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

Date	Reference Number	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
10/31/2022	1	Amb Rcvl to Actual	1-00-0-1120	Ambulance Receivables	7,271.32	
10/31/2022	2	Amb Rcvl to Actual	1-00-0-1180	Allowance for Uncollectible Am	.00	3,635.66-
10/31/2022	3	Amb Rcvl to Actual	1-01-0-41100	Ambulance Revenue	.00	3,635.66-
10/31/2022	4	Txfr from Bldg Reserve for Sta 704 Ext. Pal	1-00-0-1070	LGIP Acct #4374	2,266.67	
10/31/2022	5	Txfr from Bldg Reserve for Sta 704 Ext. Pal	1-00-0-1070	LGIP Acct #4374	4,533.33	
10/31/2022	6	Txfr from Bldg Reserve for Sta 704 Ext. Pal	3-00-0-1070	Bldg Fund	.00	6,800.00-
10/31/2022	7	Txfr from Equip. Reserve for CPR Device A	1-00-0-1070	LGIP Acct #4374	4,597.50	
10/31/2022	8	Txfr from Equip. Reserve for CPR Device A	4-10-5-56108	EMS Equipment	.00	4,597.50-

Total JOURNAL ENTRIES (JE):

18,668.82 18,668.82-

References: 8 Transactions: 8

Grand Totals:

18,668.82 18,668.82-

Report Criteria:

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

Ambulance Receivable as of October 31, 2022

	<u>SystDes</u>
Beginning Ambulance Receivable	227,348.60
Payments received	44,765.21
Adjustments	54,879.47
New Charges	106,916.00
ENDING Ambulance Receivable	234,619.92

Total # of Transports **55**

Adjustments

Medicare/Medicaid	43,676.63
Collection	9,228.06
Bankruptcy/Other Writeoff	(832.82)
FireMed	2,807.60
Total Adjustments	54,879.47

Outstanding Accounts By Age

CURRENT	159,140.26
31 to 60 days	32,873.86
61 to 90 days	16,601.93
91 to 120 days	17,132.20
OVER 120 days	8,871.67
Total Outstanding as of 10/31/2022	234,619.92

Engine Response Billing as of October 31, 2022

Beginning Engine Response Rec	2,950.00		
Payments received	-		
Adjustments	-		
New Charges	250.00		
ENDING Engine Response Rec	3,200.00		
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	\$ 750.00		
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	33%		

**Sisters-Camp Sherman Fire and Ambulance Association
Minutes of the Regular Meeting – Tuesday November 8, 2022**

1. Call to Order

The meeting was called to order at 1801 by President Kevin Cramer.

2. Review and Approval of July Minutes

The Minutes for October were presented. Motion to approve by Margie Lombardo, second by Chris Drew. The meeting then approved the minutes unanimously.

3. Chief's Report – Chief Johnson

- Introduction of Chief Jason Ellison from Black Butte (NW Fire)
- Strategic Planning Process Meeting recap; follow-up work in progress to create implementation document
- Wildfire and risk assessment – community presentations at Paulina Springs & SPRD
- Spirit of Christmas Giving Tree and Christmas Lunch
- Chief Craig met w/potential volunteer in Camp Sherman; resident volunteer Christi Davis moved in to 704; Pat Burke organizing work parties at the station
- Recognition ceremony held for Rita Hodge after 30 years as a volunteer
- Administrative work/organizational goals on projects getting ready for Summer
- Adding Firefighter staffing/coverage during peak times/demands and student away time
- Developing BLS transport program
- Carla Green has applied for extension of volunteer recruitment Federal Grant
- Fire Engine Spec Committee for a potential new purchase in next two years

4. Correspondence

No correspondence to report

5. Treasury Report

Treasurer Anna Westburg presented the current financials as follows:

Total Bank Accounts		\$42,024.27
Funds for Specific Projects	Christmas Dinner	\$2,850.00
	Community Assistance Fund	\$3,462.00
	Fire Corps	\$1,724.00
	Jim Gentry Scholarships Fund	\$0.00
	Giving Tree Toy Drive	\$17,484.00
Total Targeted Funds		\$25,520.00
General Fund		\$16,504.27

6. Committee Reports

- Fire Corps report by Margie Lombardo
- 5th Tuesday Dinner (11/29) invitations for Fire Corps going out tomorrow; President Cramer proposed Fire Association reimburse for food expenses not to exceed \$750; motion to approve by Damon Frutos, second by Cody Meredith.

7. Old Business

- Elemental Fire Movie Screening attended by 53 members; will continue to grow collaboration and coordination with NW Fire family.

8. New Business

- Spirit of Christmas Giving Tree (Margie Lombardo); Toy Drive applications out with 31 received and we anticipate approximately 100. The deadline for return of applications is 12/2. Christmas Trees will be up the weekend after Thanksgiving at Bi-Mart, Ray's, Black Butte Ranch and 701. Contribution deadline is 12/12, with distribution drive-through on 12/17 from 9:00-3:00 pm. Help needed from Fire Corps and volunteers.
- Community Christmas Lunch headed up by Captain Jeff Liming – volunteers needed for clean-up (minimum 6); lunch served @ Community Hall on 12/25 @ 1:00 pm with food prepared in the Community Church Kitchen.
- New Idea presented by President Kevin Cramer for 1/31/23 (next 5th Tuesday).
A "comfort food" potluck social night with a sporting event for NW Fire, similar to Cloverdale's Chili Night and rotate the event between SCS/BB/Cloverdale. Chief Ellison from Black Butte Ranch welcomed a future event at his station.

9. Good of the Order

There being no further business, the meeting closed at 1827.

The next meeting is Tuesday, December 13 @ 1800 In the Small Training Room.

Signed: _____



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

Minutes of the Safety Committee Meeting
October 19, 2022

1. **Call to order**
 - a. Executive Assistant Spor called the meeting to order at 10:15 a.m.
 - b. **Attending:** Executive Assistant Spor, Engineer/Medic Frutos, Engineer/Medic Ward and Fire Corps Member Tom Hermann. **Absent:** Chief Craig, Captain Myers, Lt. Clarke.
2. ***Unanimously approved the minutes from September 2022 as presented. Motion by Frutos, Hermann second.***
3. **Accidents/Injuries:**
 - a. There were no accidents or injuries reported since the last meeting.
4. **New Business:**
 - a. Station 703 inspection was reviewed. A question was brought up about whether or not a wiring inspection needed to be completed. The group was unsure and will follow-up with Chief Craig.
5. **Old Business:**
 - a. None.
6. The next meeting is scheduled for November 16, 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

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

I. FIRE ACTIVITY STATUS:
No noteworthy fires to report

II. NOTEWORTHY OPERATIONAL EVENTS:
No noteworthy operational events for the month

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. legislative coordination meetings with OSFM and OFCA lobbyist.
- d. Statewide wildfire detection camera meeting.
- e. Oregon Fire Chiefs Association board meeting.
- f. Camp Sherman fire station clean up and repair.
- g. OFCA health plan benefits meeting.
- h. State Communication Interoperability Plan update meeting.
- i. SIEC meeting.
- j. Spoke at the SPRD Lunch and Talk series.
- k. Rita Hodge retirement celebration.
- l. Shift Commander coordination meeting.
- m. Wildfire detection camera meeting.
- n. OSFM mobilization plan coordination meeting.
- o. Career and volunteer officer meeting.
- p. OSFM Coordination meeting.
- q. Statewide Public Safety Power shut off after action meeting.
- r. SIEC Executive Committee meeting.
- s. Interagency coordination fire chiefs meeting.
- t. Fire Corps strategic planning follow up meeting.
- u. Met with Senator Merkley's Central Oregon Field Representative.

IV. SPECIAL PROJECTS UPDATE:

1. We completed the first phase of the strategic plan update process. This is a Board goal for this year.
2. District staff are considering applying for a OSFM staffing grant. The Board will be consulted regarding this issue.

3. Christie Davis has moved into the Camp Sherman Fire Station and is serving as a resident volunteer. Chief Craig met with another potential volunteer in Camp Sherman.
4. The Halloween holiday safety fair was held in person this year with an estimated 200 people in attendance. Attendance was down slightly this year which could be due to the lapse of a in person event for the past 2 years.
5. We are moving forward with implementing a Basic Life Support ambulance transport program. We are working in conjunction with Black Butte Ranch on development of the program. People certified at the EMT Basic level would be allowed to transport patients with minor injuries under clear guidelines. This program has the opportunity to provide experience for EMT basics and maintain a higher level of reliability for fires and critical EMS calls.
6. Staff will begin work on developing draft goals and actions items for the strategic planning process. Stakeholders will be engaged through the next step in the process.

V. VOLUNTEER STATUS:

We have two new volunteers in the application process and one new resident volunteer at station 704 (Christie Davis).

VI. OTHER:



Community Risk & Fire Safety Manager Report

October 2022

Pub Education Report & Fire Corps:

- Chris Drew headed up the FireBusters program this year. She did a great job working with the schools and is hosting the pizza parties this week.
- Fire Corp helped in a successful Halloween event season including the haunted house and pumpkin carving.
- 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:

- None

New Construction Plan Review

- Addressing questions and concerns over new development off Brooks Camp rd.
- 2 County land use reviews
- 3 City of Sisters land use reviews
- 1 final inspections of commercial remodel
- 0 lot consolidation
- 1 Final Plat approval
- 2 Conditional Use applications

Other Fire Safety & Prevention Duties:

- An increasing number of insurance coverage questions. Insurance companies raising rates of threatening to end coverage.

- **2 Knox-box lock ups**
- **2 new construction pre-app meetings**
- **Inquiries beginning in regards to houseless winter shelters.**
- **With a leaderless Project Wildfire, trying to assist ODF in Firewise support**
- **4 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.**
- **1 Independent Contractor Fire Safety Compliance Inspections**