

Sisters-Camp Sherman Rural Fire Protection District **2019 Annual Report**



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Words from the Fire Chief

It is an honor to present the Sisters-Camp Sherman Fire District's (District) 2019 annual report. This report provides an overview of how the District is governed, current staffing levels, services provided, annual budget information and significant achievements for the year. The report is also designed to recognize the incredible people that dedicate their life to serving the residents of our community.

2019 was a great year for the District as significant wildfires didn't impact our community. Residents enjoyed a mostly smoke-free summer as fire activity statewide was significantly less than prior years. This much appreciated break may be short lived as vegetation and weather conditions continue to support increased fire danger. The District continues to focus on community education and prevention measures to help ensure our residents are prepared for wildfire season and its impacts.

The District responded to 1041 emergency incidents within our District in 2019, down 11% from the year before. 82 percent of the requests for assistance were for medical emergencies. Local residents also seek medical care at the fire station. 156 people sought medical evaluation and treatment at the fire station on Elm Street in 2019. This was a 21% increase from the year before and affirms the role the District plays as a community health care provider.

The District continues to plan and prepare for future challenges. The District updated its strategic plan, which was last completed in 2016. District staff worked closely with consultants with Special Districts Association of Oregon and community stakeholders to craft the new plan. The strategic plan identifies five goals for the District to focus on in the coming years. The goals are:

1. Provide emergency response services capable of meeting current and future demand.
2. Provide effective community risk reduction and public education programs.
3. Ensure financial management practices allow for the achievement of goals and objectives.
4. Enhance internal and external communications.
5. Utilize data to enhance planning and emergency service delivery.

Lastly, I would like to recognize the incredible people who make the District such a special place to work or volunteer. The District maintains a friendly and inclusive work environment for employees and volunteers who all contribute in unique ways. From the Board of Directors, appointed committees, career Firefighter Paramedics, Volunteer Firefighters / EMT's, Fire Corps members and Administrative Staff, everyone is dedicated to serving the Sisters Community with the highest level of dedication and professionalism.

Roger Johnson
Fire Chief

Governance

Board of Directors

Term Expires

Position 1: Kristie Miller	June 30, 2021
Position 2: Roger White	June 30, 2021
Position 3: Jack McGowan (Secretary)	June 30, 2021
Position 4: Chuck Newport (President)	June 30, 2023
Position 5: Bill Rainey (Vice President)	June 30, 2023

The Board of Directors is comprised of 5 elected community members. The primary duty and function of the Board of Directors is to establish policies for the governance of the District. It is the policy of the Board to delegate to the Fire Chief and staff the responsibility for the day-to-day administration of the District, in a manner consistent with the policies and directions of the Board.

The Board holds its regularly scheduled meetings on the third Tuesday of each month at 5 p.m. The meetings are held at Fire Station No. 701, located at 301 South Elm Street in Sisters, Oregon.

The community is invited to attend and participate in the Board meetings. Public comments are accepted at the beginning of each meeting.



Pictured: top left President Newport, Vice President Bill Rainey, and Secretary/Treasurer McGowan. Bottom left Director White and Director Miller.

Budget Committee

Term Expires

Ken Jones	June 30, 2019
Connie Dingeman	June 30, 2019
Russ Morrison	June 30, 2020
Jeff Wester	June 30, 2020
Jeff Tryens	June 30, 2020

The Budget Committee consists of the Board of Directors and five (5) citizen members. The Budget Committee is responsible for approval of the annual budget document.

The annual budget for the Fire District is created by an internal budget team comprised of Administrative staff including the Fire Chief, Deputy Chief, Finance Manager, Executive Assistant, a Board Member representative and any other interested staff and volunteers, and includes historical data from previous budgets, forecasts from local taxing authorities and insurance carriers, reports from PERS, as well as other external factors affecting the District's fiscal environment.

Once the proposed budget has been reviewed and balanced by the internal team, it goes before the Budget Committee. The Budget Committee reviews the document, makes any necessary changes, and then approves the document to go before the Board at a Budget Hearing.

One Budget Committee Meeting was held in 2019 to approve the proposed budget.

Civil Service Commission

Term Expires

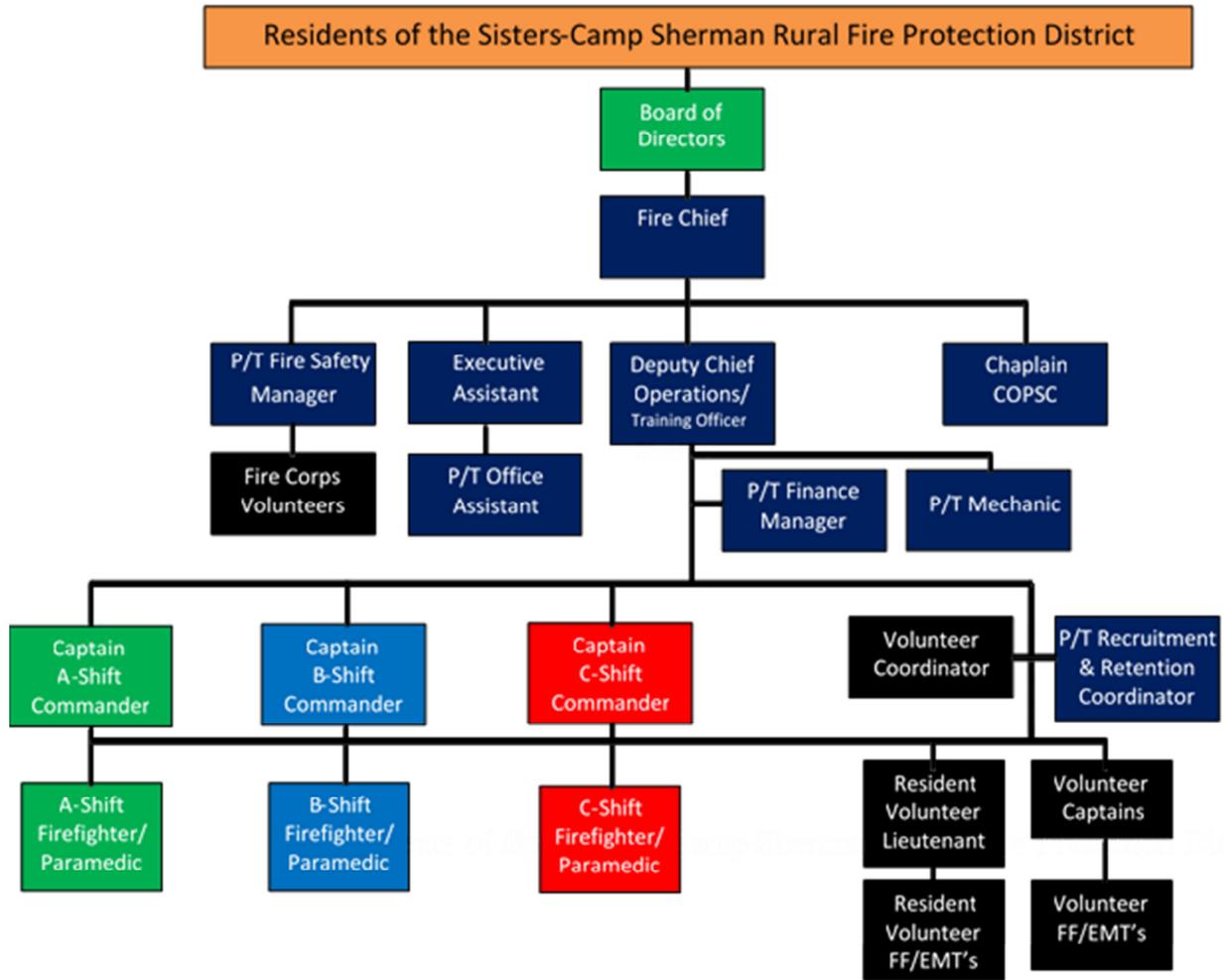
Sheryl McLaughlin	June 30, 2022
Russ Morrison	June 30, 2022
Ken Jones	June 30, 2022

The Civil Service Commission is made up of three citizens of the District who are not members of the Board or employees of the District. They are independent individuals appointed by the Board for an uncompensated term of four (4) years.

Primary responsibilities include working cooperatively with the Board of Directors and Fire Chief to maintain a current list of all classifications and grades of Civil Service positions within the District, overseeing proper administration of all Civil Service exams, and maintaining a current database of all employees holding Civil Service positions within the District. Commissioners also adopt and oversee proper administration of the Rules relating to conducting Civil Service exams, appointments, promotions, demotions, transfers, reinstatements, suspensions, and discharges for Civil Service positions.

Two meetings were held in 2019 to approve and amend the Fire Medic entrance register.

Organization Chart



Personnel

The Sisters-Camp Sherman Fire District is a combination career and volunteer fire department which blends a 24-hour career staff with volunteers who are ready 24/7 to assist in any emergency.

Administrative Staff

Fire Chief	Roger Johnson
Deputy Chief of Operations	Tim Craig
Fire Safety Manager (P/T)	Doug Green
Executive Assistant	Julie Spor
Finance Manager (Contractor)	Kay Johnson
Office Assistant (P/T)	Sarah Bialous
Recruitment/Retention Coord. (P/T)	David MacKenzie



Engineer/Paramedic Cody Meredith graduated Magna Cum Laude from Eastern Oregon University earning his Bachelor's Degree in Fire Service Administration.

Career Staff



Engineer/Paramedic Damon Frutos earned his National Fire Academy Managing Officer Certification.

'A' Shift

Thornton Brown	Shift Commander
Cody Meredith	Engineer/Paramedic
Pat Burke	Engineer/Paramedic

'B' Shift

Rob Harrison	Shift Commander
Matt Millar	Engineer/Paramedic
Damon Frutos	Engineer/Paramedic

'C' Shift

Jeremy Ast	Shift Commander
David Ward	
Travis Martin	Firefighter/Paramedic

Other Personnel

Tom Ward	Mechanic (P/T)
Jeff Liming	Volunteer Coordinator (P/T)

Our Awesome Volunteers!

The District relies heavily on its volunteers including Resident Volunteers and Fire Corps members. Traditional (Fire & EMS) volunteers provide firefighting and/or emergency medical services, vehicle extrication and specialized rescue and fire prevention services to a 55 square mile area including the City of Sisters and the Camp Sherman community from four fire stations. In addition it provides advanced life support emergency medical and ambulance transport services to an area over 800 square miles. The following is a list of volunteers as of December 31, 2019.

Firefighting & EMS Volunteers

Ken Ammann	Jordan Fanning	Brody Nivens
Kate Arnold	Sarah Ford	Andrew Pace
Landen Bender	Jessica Haury	Alexa Peterkin
Andrew Blake	Bill Hayes	Alex Peterson
Travis Bootes	Tom Haynes	Melody Reilley
Angel Cisneros-Thorsvold	Ted Hinrichs	Robert Stoeckel
Isaac Crabbe	Steve Huffman	Mike Terwilliger
Kevin Cramer	Ron Ketchum	Sam Triplett
Serge Cutter	Jeff Liming, Captain	Mitch Turpen
Christi Davis	Cait Lucia	Jack Wales
Roy Dean	Scott Michalek	Steve Ward, Captain
Dominic Dertorossian	Brett Miller	Dave Wellington, Captain
Ben Duda	Dave Moyer, Captain	
John Failla	Doug Myers	

EMS Only Volunteers

Barbara Haynes	Ben Pope	Phyllis Williamson
Rita Hodge		Tom Williamson

Resident Volunteers

Rachelle Beiler	Israel Pintor	Rachel Ulm
Avery Deutz	Tyler Smith	
Tyson Gradwahl	Emily Spognardi	



Since its start in 2004, Fire Corps has helped fire and EMS departments in 49 states to build more capacity by engaging community volunteers to assist in a variety of non-emergency roles. Fire Corps Volunteers provide compassionate support to victims of emergencies and support the firefighters by providing food and drinks during extended fire operations. Fire Corps Volunteers also provide fire prevention, public education, and community service programs within the communities of Sisters and Camp Sherman. The following is a list of our Fire Corps/Prevention Volunteers as of December 31, 2019:

Fire Corps/Prevention Volunteers

Gail Butler	Retha Lange	Rick Retzman
Chris Carr	Charlene Leep	Les Schell
Chris Drew	Marjorie Lombardo	Bruce Shaull
Philip Drew	Marcel Luz	Larry Stuker
David Gentry	Marsha Marr	Martha Stuker
Rick Gillaspie	Kirk Metzger	Lois Wilson
Beverly Halcon	Heather Miller	Jay Wymer
Ernie Halcon	Nick Newport	Katie Yates
Barbara Holm	Dave Parman	

The Sisters-Camp Sherman Fire District Fire Corps was selected as Special District's Association of Oregon Outstanding Special District for 2019. This award category recognizes individuals who have contributed substantially to the improvement and successful operation of his or her special district.

Financial Overview

The Sisters-Camp Sherman Rural Fire Protection District is a special district operating under Oregon Revised Statutes Chapter 478 as a separate municipal corporation overseen by a Board of Directors composed of a President, Vice President, Secretary/Treasurer and two members at large. The Board employs the Fire Chief to manage the day-to-day operations of the District.

The District receives over 78% of its annual revenue through assessed property taxes with an operating levy of \$2.7317 per thousand of taxable assessed value. Additional funding sources include fees for services including ambulance revenues.

2018/19 Actual Revenue Summary

Property Taxes	\$2,660,172
Fees for Service	\$ 411,333
Interest Income	\$ 88,134
Grants	\$ 14,179
Other	\$ <u>108,940</u>
Total 2018/19 Actual Revenue	\$3,282,758

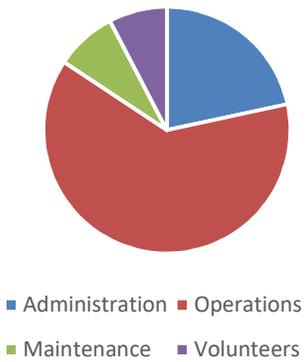
2018/19 Actual Expenditures Summary

Administration	\$ 604,629
Operations	\$1,753,622
Maintenance	\$ 225,578
Volunteers	\$ <u>213,721</u>
Total 2018/19 Actual Expenditures	\$2,797,550

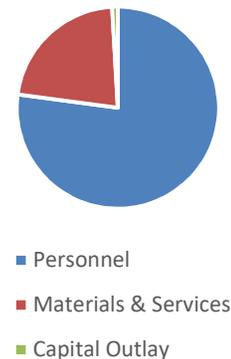
2018/19 Actual Expenditure Breakdown

Personnel Services	\$2,157,421
Materials and Services	\$ 614,353
Capital Outlay	\$ <u>25,777</u>
Total 2018/19 Actual Expenditure	\$2,797,551

Actual Expenditures by Department



Actual Expenditure Breakdown



The District has a fundamental philosophy of funding its programs, including capital outlay programs, through the use of General Fund dollars whenever possible. In keeping with that philosophy, the District has set aside Reserve Funds and created equipment replacement and building maintenance plans to ensure the future financial stability of the District. Also, because tax funding arrives during the month of November, the District must have a beginning fund balance to cover operating costs from July through October.



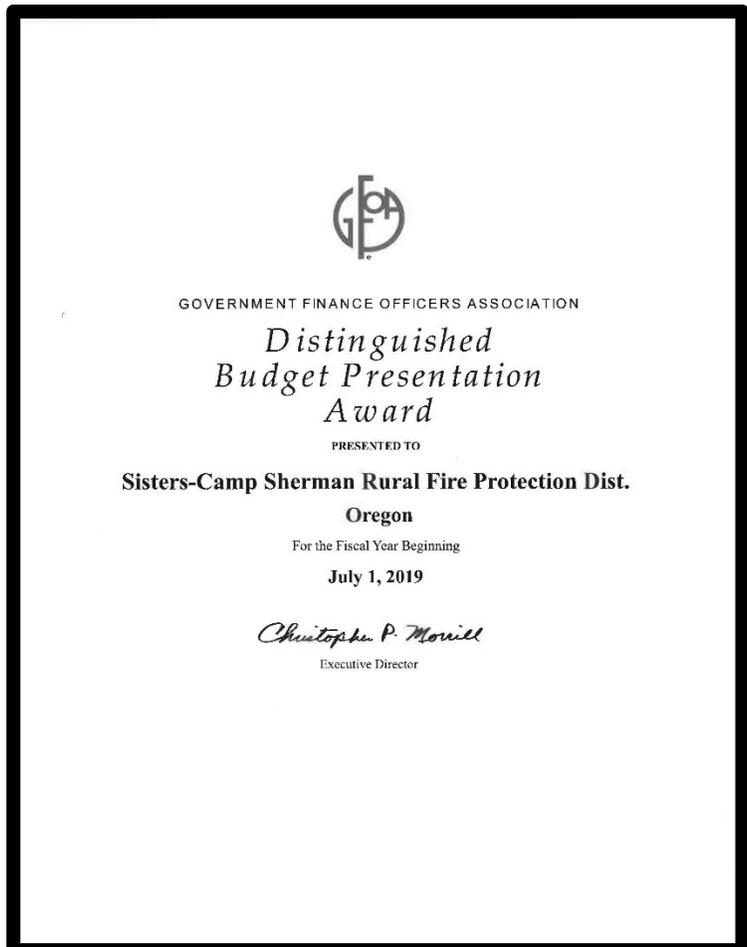
The District received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for its fourth year in a row. The Distinguished Budget Presentation Award is the highest award in governmental budgeting. Sisters-Camp Sherman Fire District is one of only a handful of fire districts in Oregon who have received the award in 2019.

In order to receive the budget award, the District had to satisfy nationally recognized guidelines for effective budget presentation. The guidelines are designed to assess how well the District's budget serves as a policy document, a financial plan, an operations guide and a communications device. The budget document must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories to receive the award.

Ending Fund Balances – June 30, 2019

General Fund	\$1,716,536
Employment Reserve Fund	\$1,083,939
Equipment Reserve Fund	\$ 677,060
Building Reserve Fund	\$ 102,166
Debt Service Fund	<u>\$ 42,215</u>

Total Fund Balances 6/30/19 \$3,579,701



Annual Financial Comparisons

(In Thousands)

REVENUE	2015/2016	2016/17	2017/18	2018/19
Property Taxes	2,320	2,405	2,522	2,660
Ambulance Revenue	369	399	390	382
FireMed Membership	18	19	16	15
Other	74	52	349	226
Total Revenue	2,781	2,875	3,277	3,283

EXPENDITURES	2015/2016	2016/17	2017/18	2018/19
Personnel	1,787	1,871	2,186	2,157
Materials/Services	474	536	529	614
Capital Outlay	62	65	50	26
Contingency	3	0	0	0
Total Expenditures	2,325	2,472	2,765	2,797

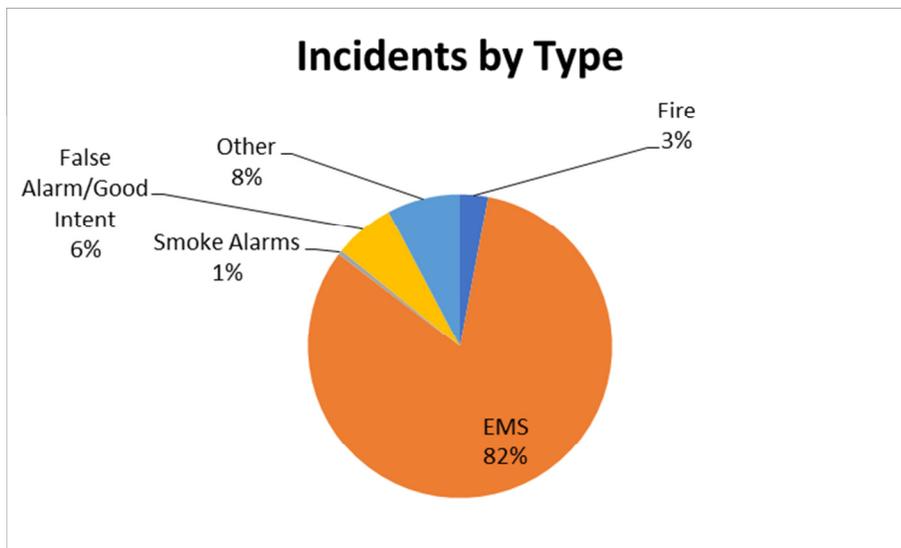
	2015/2016	2016/17	2017/18	2018/19
Change in Fund Bal	455	325	286	512
Beg Fund Balance	2,001	2,456	2,781	3,066
End Fund Balance	2,456	2,781	3,066	3,578

	2015/2016	2016/17	2017/18	2018/19
General Fund	1,747	1,708	1,704	1,716
Employment Reserve	84	139	604	1,083
Equipment Reserve	497	668	665	677
Building Reserve	119	257	94	102
Technology Reserve	9	9	0	0
End Fund Balance	2,456	2,781	3,066	3,578

2019 Call Response

Three work shifts are staffed by a Shift Commander/Paramedic and two career Engineer/Paramedics. All year, resident volunteers work 48-hour shifts with 96 hours off. Additional staffing needs are met by District volunteers.

During 2019, the District responded to 1,041 emergencies including 31 fire-related calls, 857 EMS related calls, 5 public service calls, 67 false alarm/good intent calls and 81 other calls. Emergency call volume decreased about 11% from last year. Patients who sought treatment at the main fire station totaled 156 for 2019. The District responded to 122 back-to-back incidents. Back-to-back incidents occur when a second incident is dispatched prior to the completion of the first incident.



Training

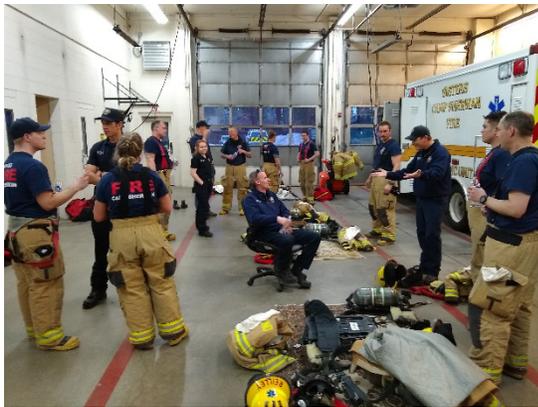
Training is an important component to our Fire District and the safety of our employees and volunteers. Volunteer drill was held on Tuesday nights at 7 pm every week. Additionally, career staff and volunteers trained throughout the year in order to earn new certifications and keep up on current certifications. 38 volunteer certifications and 12 career certifications were earned in 2019.

TRAINING HOURS

	2015	2016	2017	2018	2019
Volunteer	4469	4524	5538	5510	5549
Career	2619	1885	2834	2729	2081

LIVE FIRE TRAINING EXERCISE

In January 2019 the District held a two-day live fire training exercise on two dwelling units in downtown Sisters. Firefighters from Sisters-Camp Sherman, Black Butte Ranch and Cloverdale fire practiced search and rescue skills along with fire attack, ventilation and exposure protection activities. These types of exercises provide invaluable training to our firefighters using live fire.

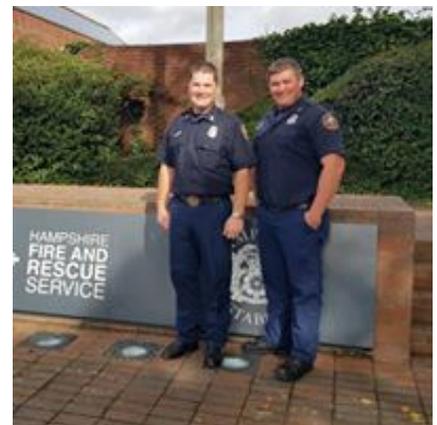


FIREFIGHTER 1 ACADEMY

In April 2019 the District hosted a Firefighter 1 Academy for ten volunteers. The academy taught primarily by Captain and Volunteer Coordinator Jeff Liming teaches the minimum job performance requirements for firefighters whose duties are primarily structural in nature.

UK EXCHANGE

The District hosted four Hampshire Fire and Rescue firefighters from the United Kingdom in its fifth year of an exchange program. Additionally, two Sisters Fire members were sent to the United Kingdom to learn different methods of fire suppression and rescue techniques.



JOINT RECRUITMENT ACADEMY

Sisters-Camp Sherman, Black Butte Ranch and Cloverdale Fire Districts hosted a Joint Recruitment Academy for nine new Resident Volunteers. The Academy ran for several weeks in June, July and August and concluded with a Recruit Academy Graduation in September.



RESIDENT VOLUNTEERS



The District has seven Resident Volunteers as students training in the fire and/or EMS programs at Central Oregon Community College. These volunteers live at the fire station, are assigned to a shift and train while attending school.

OTHER TRAINING

Additional training throughout 2019 included a weekend Hazardous Materials Training, Trust Edge Training, Firefighter 2 Academy, Critical Thinking for the Initial Incident Commander and Pediatric Advanced Life Support Training.



Emergency Medical Services

The Sisters-Camp Sherman Fire District is similar to most modern fire departments in that the majority of 911 emergency calls are for a medical emergency. In 2019, 82% of all emergency 911 calls received were for a medical emergency. All Sisters-Camp Sherman career firefighters are also paramedics. Many volunteer firefighters and administrative staff are also certified as paramedics or emergency medical technicians.

The following is a breakdown of emergency response personnel and level of certification in 2019:

Paramedic	15
Emergency Medical Technician	26
Emergency Medical Responder	7
CPR/First Aid only	<u>32</u>
Total Emergency Response Personnel	80

All District emergency medical personnel provide medical care within the framework of standard medical protocols. District personnel also work under the direction of a licensed emergency physician called the Physician Advisor. Dr. Rosenberg is the District's Physician Advisor for 2019. Dr. Rosenberg is also an Emergency Room Physician for St. Charles Medical Center in Bend.

Emergency medical personnel receive annual training to maintain certification levels and also receive specialized training in high risk / low frequency interventions. In 2019 all District paramedics attended Pediatric Advanced Cardiac Life Support training.



Engineer/Paramedic Damon Frutos pictured above right during Pediatric Advanced Life Support Training.

Unit 771 (pictured bottom left) is the District's first-out ambulance

Below is a listing of the most frequent types of medical calls and the number of calls received in 2019. Many of these calls result in a transport to St. Charles Medical Center in Bend or Redmond.

2019 Emergency Medical Calls

<u>Call Type</u>	<u># of Calls</u>
Chest Pain	61
Dizziness	45
Altered Mental Status	43
Shortness of Breath	42
Weakness	37



Cardiac arrest is not listed as one of the most frequently occurring types of medical calls but it often is the most catastrophic. If CPR is not initiated shortly after the heart stops beating, the chances of survival diminish greatly. Also important to the chances of survival is having access to an Automatic External Defibrillator (AED) and rapid advanced life support ambulance response. The District actively promotes installation of AED's within the community and provides low cost community CPR training. The following chart shows the number of cardiac arrests in the greater Sisters area for the past four years.

Cardiac Arrests in Sisters:

2016	2017	2018	2019
14	10	14	11

Membership programs:

The District participates in the FireMed ambulance membership program which provides coverage if residents are transported to the hospital by ground ambulance. Membership provides coverage in over 64,500 square miles of Oregon. In addition to ground transport membership programs, two air ambulance companies provide transport by rotary or fixed wing aircraft for critically injured or sick patients. Life Flight Air Ambulance and Air Link Air Ambulance both operate within Deschutes and Jefferson Counties and offer membership programs. The vast majority of medical patients are transported by ground ambulance.

Ambulance Transports by Type:

Transport Type	2016	2017	2018	2019
Ground Ambulance	509	496	472	444
Air Ambulance	13	11	7	7
Total Transports	522	507	479	451



Wildfires

Sisters Country was spared from any major wildfires in 2019. Staff and Volunteers did respond to several small brushfires throughout wildland fire season, and as mutual aid to a 11.9-acre brushfire in La Pine Fire District (the Bridge Drive Fire), but no major conflagrations were enacted within or near the District.



Conflagrations

The Emergency Conflagration Act gives the Oregon Office of State Fire Marshal authority to mobilize local structural firefighting resources in response to fire, a heightened danger of fire or a significant reduction in available firefighting resources. Conflagrations are invoked only by the Governor and allow the State Fire Marshal to mobilize firefighters and equipment from around the state. There were no conflagrations enacted in Oregon in 2019.

Wildfire Prepared Sisters

The Sisters-Camp Sherman Fire District kicked-off a 5-week Social Media campaign in May 2019 to educate the residents of Sisters Country on wildfire preparedness. The campaign included messaging to residents/visitors of Sisters Country on the Ready, Set, Go Program, defensible space, hardening your home, evacuations, emergency supplies kits and the local emergency alerting system. The campaign concluded with a regional test of the emergency alerting system. The test was sent to over 1050 residents in Sisters Country with an additional 61 signing up for the alerts after the test was complete.



2019 Accomplishments

1. Facilities

- Plans and asbestos testing were completed at Station 703 in preparation for the bay door reconfiguration project.
- Re-route of wiring for the backup generator at Station 701 was completed.
- Heat tape was added to roofs of Station 701 and 703 to help prevent ice-dams from forming.
- Started talks with officials on the Tollgate Homeowner's Association Board regarding the future of the Tollgate Fire Station (Station 702).
- The carpets in the Community Hall at Station 701 were replaced and the parking areas at Stations 701 and 703 were seal-coated and re-striped.

2. Resident Volunteers

Three of our Resident Volunteers graduated in the summer of 2019 with either their Paramedicine or Fire Science degrees. In addition, four new Resident Volunteers were selected to participate in our program.



3. Intra County Mutual Aid

In an effort to provide additional firefighting resources, prior to the arrival of conflagration resources, the Central Oregon Fire Chief's Association prepared an Intra-County Mutual Aid Agreement (agreement). The agreement will allow for emergency responders from adjoining counties to provide assistance prior to implementation of the conflagration act.

4. Employment Changes

Travis Martin was hired as a full-time Firefighter/Paramedic to fill a vacancy on C-Shift after Engineer/Paramedic David Keller transferred to the Bend Fire Department.

5. Paradise Fire Simulation Exercise

Representatives from the Sisters-Camp Sherman Fire District attended a spring fire exercise held at the Deschutes County Fairgrounds to simulate a Paradise, California fire in Central Oregon. In addition, both Chief Johnson and Chief Craig toured the Paradise Fire with the Butte County Fire Chief.

6. New Burn Permit System

The District launched a new, online burn permit system. The online system is free and enables users to obtain important information and services online while allowing District staff to track outdoor burns more effectively and disseminate important fire safety information.

7. Plan Updates

- District staff completed a comprehensive update to the Standards of Cover document.
- Board, Budget and Civil Service members along with staff and volunteers participated in a facilitated update process for the Strategic Plan. The plan should be finalized and adopted in early 2020.
- Staff began work on an update to the District's Civil Service Rules.



8. Engine Company Business Fire & Life Safety Program

Career staff are tasked with visiting local businesses in an ongoing effort to provide fire safety information and suggestions as well as get to know each business in case of an emergency. In 2019, crews completed 64 business inspections.

9. AED Grants (Automated External Defibrillators)

The District established grant funds to encourage expansion of AED's in the community. Several local businesses participated and the number of AED's in Sisters Country grew by 7 last year with a total of 56 AED's in our service area at the end of 2019. Because of this AED Grant Program, residents and visitors are never more than 2/10's of a mile away from an AED in the City of Sisters.



Annual Awards Banquet

2018 Awards were handed out at the Annual Awards Banquet for the Fire District on March 1, 2019.

YEARS OF SERVICE AWARDS

- 5 years of service: Pat Burke and Ron Ketchum
- 10 years of service: Roy Dean and Doug Myers
- 15 years of service: Julie Spor, Dave Wellington, Les Schell and Bruce Shaull

OTHER AWARDS

- **Outstanding Partnership Award:** Central Oregon Public Safety Chaplaincy
- **Career Firefighter of the Year:** Matt Millar
- **Chief's Award for Excellence:** Dave Wellington
- **Rookie of the Year:** Nick Otasu
- **Outstanding Fire Fitness:** Nick Otasu
- **Resident Volunteer of the Year:** Andrew Pace
- **Fire Corps Volunteer of the Year:** Margie Lombardo
- **Volunteer of the Year:** Travis Bootes
- **EMT of the year:** Rachelle Beiler
- **Firefighter of the Year:** Christi Davis
- **Service Recognition Award:** Heather Johnson
- **Retired from Service Awards:** Angie Ward and Josh Ward
- **Lifesaving Awards:** Jeremy Ast, Dave Keller, David Ward, Christi Davis, Sadie Ford, Roma Keller

2018 Volunteer of the Year: Travis Bootes



2018 Career Firefighter of the Year: Matt Millar

Community Risk & Fire Safety

Doug Green is the District's Community Risk and Fire Safety Manager and oversees the Fire Prevention and Fire Corps programs. Services to the community from these divisions include:

- Plan review for new construction to meet requirements of the Oregon Fire Code.
- City of Sisters Business License Inspections.
- Commercial and Industrial Fire Safety Inspections conducted by certified Inspector.
- Fire Cause and Origin Investigations in concert with Oregon State Fire Marshal's Office.
- Wildfire Safety such as NFPA Firewise, Local FireFree & IAFC Ready, Set, Go Programs.
- Engine Company Fire & Life Safety Evaluations for low hazard businesses.
- Home fire safety consultations.
- Fire Corps Program.
- Fire safety education and public awareness programs for all ages, school, home & business.
- Fire station tours.
- Regularly scheduled CPR and First Aid classes by certified instructors.
- Child safety car seat clinics.
- Residential smoke alarm program.
- Address sign program.
- Senior Safety Program.
- Blood Pressure Clinics.



In 2019 there were a total of:

88 Commercial Plans Reviewed

84 Public Event Plans Reviewed

664 Business License Inspections

23 Final Commercial Occupancy Inspections

75 Annual Inspections

64 Engine Company Inspections

Fire Corps & Prevention/Education



Beverly Halcon is the Chair of the Fire Corps Division of the Fire District. Beverly is responsible for organizing 26 Fire Corps Volunteers and assists with Fire Corps specific projects as well as supports the Fire Prevention/Education Divisions.

Heather Miller is the volunteer in charge of the Prevention/Public Education programs at Sisters-Camp Sherman Fire District. She spends many hours educating school-age children and citizens of our community in fire prevention with support from staff & Fire Corps volunteers.

STATION TOURS & SCHOOL PROGRAMS

In 2019 we had 265 students visit for organized station tours. Ages ranged from preschool to 6th grade. We also hosted a group of 4 senior citizens for a tour and lunch, which was a great success. In the spring, volunteers and staff from the Fire District, Oregon Department of Forestry, US Forest Service and Cloverdale Fire visited 60 first graders at Sisters Elementary during Team Teaching. Students learned about matches and lighter safety and how to respond when they see a fire. An



additional 52 students were visited in the fall and 40 preschool age kids were visited in the spring at Sisters Elementary. In 2019, volunteers visited 30 students at Mountain Montessori School. Over 510 K-5 students from Sisters and Black Butte School Districts participated in the Central Oregon Fire Prevention Coop's Firebusters Program. Each school had over 50% participation! Two classrooms from Sisters Elementary received a pizza party with the firefighters for having the highest rates of participation in the Firebusters Program.

SMOKE ALARMS

The District received 51 requests for service of smoke alarms in the community. Volunteers and staff installed 20 battery-powered smoke alarms and eight carbon monoxide alarms and provided 57 batteries. 22 alarms and 17 batteries were provided by the resident. When checking alarms for functionality, eight smoke alarms and three carbon monoxide alarms did not function when tested. The District received 300 smoke alarms and 30 carbon monoxide alarms as part of the Sound Off Fire Safety Program.

SENIOR SAFETY PROGRAM

The Senior Safety Committee includes representatives from the Council on Aging of Central Oregon, Sisters Park and Recreation, and Fire District members from both the Operations and Fire Corps Divisions. One large focus of the committee is to reduce fire department responses to falls in the senior population.

- **Grant**

The Senior Safety Program was successful in receiving a grant from the City of Sisters for the third year to fund programs developed through the committee. For the fiscal year of 2019-20, we were awarded \$1,040 for our efforts. Funds from the grant have been used for The File of Life Project, Senior Resource Guides, Fall Prevention Symposium and the Matter of Balance classes.

- **Senior Health Fair**

The 3rd Annual Senior Health Fair was held at the Sisters-Camp Sherman Fire District Community Hall in October. The event included 19 presenters from local physical and massage therapists, hearing, vision, foot and heart specialists, and agency representatives from the Age Friendly Sisters, Sisters-Camp Sherman Fire District and Sisters Parks and Recreation District. 63 people attended the event.



- **Fall Prevention Symposium**

In May, the committee invited the Chief of Geriatrics from OHSU, Dr. Elizabeth Eckstrom to present information on what factors contribute to falls and how to reduce fall risk. The Council on Aging of Central Oregon also presented on some of the exercise programs they sponsor that help in preventing falls. Overall, 51 medical professionals from throughout Central Oregon attended the 2-hour luncheon held at the Sisters Community Church. Grant funds were utilized to provide the symposium at no cost, including lunch.



- **AARP Driver Safety/CarFit**

The committee teamed up with the local activity coordinator for the senior lunch program to promote AARP driver safety programs in the community. A driver safety class was held at Sisters Community Church at the beginning of the year. In addition, a CarFit event was held at the Sisters Fire Station where six trained technicians assisted drivers in adjusting vehicle equipment such as seat belts, steering wheels and mirrors for proper fit. Two technicians were trained as an Event Coordinator to allow for holding events without outside help. 11 people participated in the CarFit event in August.

- **Senior Lunch Outreach**

Committee members visited the weekly senior luncheon to present information on home fire safety especially in the kitchen. The Committee was able to obtain a kitchen fire safety prop from another local agency to demonstrate how water reacts to a grease fire. Approximately 20 seniors were in attendance.

- **Matter of Balance**

This evidence-based class was presented four times at the Sisters-Camp Sherman Fire District Community Hall. 25 seniors participated in the 8-week classes, learning exercises and building awareness to decrease fall risk.



- **Tai Chi**

Based on fall prevention recommendations from the CDC and Dr. Eckstrom from OHSU, Sisters Park and Recreation District hosted a Tai Chi instructor from Bend to teach classes through SPRD. Shannon Rackowski has also partnered with Sisters Drug to present a class free of charge to the community once per week. This class had 510 participants in 2019. The District hosted a Tai Chi instructor training in September. Interested volunteers participated from Sisters, Bend and outlying areas in Oregon such as Burns and Portland, and Seattle in Washington.

- **Senior Resource Guide**

The committee partnered with Age Friendly Sisters to continue distributing a resource guide for seniors in the Sisters area. Contacts include resources from the Council on Aging, SPRD, fire departments, medical providers who accept new Medicare patients, and utility assistance. A Spanish version was created with the help of the Latino Community Liaison from the Sisters School District. To date over 1000 guides have been distributed in the community.



- **Home Safety**

The home safety program was developed to bring awareness to residents of fire and fall hazards in the home. Trained volunteers visit homes to check for working smoke alarms, and to walk through the home with the occupant to look for fire and fall hazards listed on a checklist provided by the Oregon Office of State Fire Marshal. The program kicked off in September 2018 at the Senior Lunch. In 2019, 12 people were visited, including four veterans and five who had a disability. The majority of the issues the committee have discovered have been fall hazards; mostly being throw rugs without rubber backings, tubs and showers without mats and grab rails for entering and exiting the showers, no railings on the front steps, and no fire extinguisher in the home. This program has had positive effects with the senior community.

- **File of Life**

The file of life program was developed to assist responders with obtaining a patient's medical history. The form is filled out by a person prior to needing emergency medical attention, where it may be easier to recall information in a non-stressful situation. The packets are intended to be placed in an obvious location, such as a refrigerator, where responders can easily access it. The committee invited the Black Butte Ranch and Cloverdale Fire Departments to participate as well. To date over 700 packets have been distributed in the community.

SOUND OFF FIRE SAFETY PROGRAM

The Sound Off Program was developed by Young Minds Inspired, in conjunction with the Center for National Prevention Initiatives at Michigan Public Health Institute (MPHI). This is the third year that MPHI has received grant funding through a FEMA Fire Prevention Safety Grant, and Oregon was the tenth state to pilot the program. The Sisters and Bend Fire Departments were selected to represent Oregon in using the program. *Sound Off* includes three fire safety lessons that were developed for students in second and third grade. Topics include smoke alarms and how they work, hunting for fire hazards in the home and escape planning for when a fire occurs. The unique piece of this program is that the students perform a safety survey of their home with their caregivers. If issues are found with their smoke alarms, the fire department will install new ones free of charge. Grant funds from the program provided 300 smoke alarms, 30 carbon monoxide alarms and 2 Lifetone bed shaker units for those who are hard of hearing.

During the pilot portion of this program delivered in the spring of 2019, six volunteers from the District teamed up to implement the program- Tyler Smith, Andrew Pace, Nick Otasu, Roy Dean, Chris Carr and Heather Miller. Together, the team visited all 2nd and 3rd grade classrooms in the



District to teach the program, including Black Butte School, Sisters Christian Academy and Sisters Elementary, for a total of 167 students in 8 classrooms. Each class was visited at least three times by the instructors. Each class took pre- and post-tests, and all showed learning gains, ranging from 14-32%! The team was also able to work with the Latino Community Liaison to connect with Latino families in the area, and visited 4 homes. The Fire District has been working to build a positive relationship with this part of our community, and this was a great opportunity. Spanish versions of the story book and educational materials were available and free to these families as well.

In the fall of 2019, the team brought the program to the 2nd grade classrooms at Sisters Elementary School. 75 students participated during two classroom visits. All classes visited the fire station after the program was completed.

NATIONAL FALL PREVENTION AWARENESS DAY

In September, 14 people attended an open house event at the Sisters-Camp Sherman Fire District focused on fall prevention. Through Sisters Park and Recreation District, Shannon Rackowski offered a Tai Chi demonstration; fire department volunteers provided blood pressure screenings and medication list reviews; and a Physical Therapist from Step & Spine offered balance assessments. 4 of those people are now attending exercise classes at Sisters Park and Recreation District. In addition, four were scheduled for a home safety visit.

YOUTH FIRE INTERVENTION PROGRAM

The District has 3 trained interventionists that evaluate youth who misuse fire and establish a plan for them. The District did not participate in any intervention programs with juveniles during 2019.

BLOOD PRESSURE SCREENING

Volunteers staff a Blood Pressure Clinic at Bi-Mart on the third Tuesday of each month and also do blood pressure checks monthly at the Senior luncheon. Blood pressure readings for the year totaled 641 for the year.



ADDRESS SIGN INSTALLATION

Fire Corps volunteers install address signs to help crews quickly locate addresses within the fire district. A total of 41 address signs were made and 37 installed in 2019.

CPR/FIRST AID CLASSES

Rick Retzman, Chris Carr, Beverly and Ernie Halcon as well as Gail Butler and Les Schell taught 17 classes and educated 131 community members in Heartsaver CPR/AED and 115 in First Aid.

CAR SEAT SAFETY CHECKS

3 volunteers and 1 staff member are certified to check child car seat safety. 2 clinics were held in 2019 in Sisters with 21 seat checks and 3 car seats provided to low-income families. Volunteers also participated in other regional clinics checking a total of 292 seats and providing 51 car seats to low-income families.



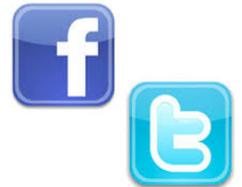
AED GRANTS

The District set aside grant funds to encourage more businesses in the community to purchase Automated External Defibrillators. Fire Corps member Larry Stuker led the charge and helped coordinate training. An additional 7 AED's were added to our community! Studies have shown that public AED use increases the survivability of a heart attack.

SOCIAL MEDIA

Julie Spor manages the social media for the District through the District's website (www.sistersfire.com), Facebook, and Twitter. The District's Facebook page increased its followers last year over 15% to 3,494 followers. Twitter followers increased 17% to 475 Twitter followers. This is a quick way to disseminate information to the public in real time and the public appreciates it. There were over 215 Facebook and Twitter posts in 2019. The top five posts and people reached were:

1. Photo of Canyonville Fire in Southern Oregon (photo below) (10.7k)
2. A call for help for the Spirit of Christmas Giving Tree Program (10.4k)
3. Carmel the dog tired from helping with the Easter Egg Hunt (photo below)(6.1k)
4. Airplane Crash at Eagle Airport (5.6k)
5. Burn to Learn Video produced by Volunteer Brett Miller (5.4k)



The District also launched an Instagram account. Total posts for the partial year were 23 with 199 followers.



Sisters-Camp Sherman Fire & Ambulance Association

The Sisters-Camp Sherman Fire & Ambulance Association (Association) is the social, civic and charitable group of career and non-career District members.

The goals of the Association are:

1. Provide opportunity for fellowship between Association members and their families.
2. Support and enhance fire service traditions through community events, educational programs and activities.
3. Raise funds in support of the Jim Gentry Memorial Scholarship Fund, Association-designated charities, District-sanctioned events and special projects.

The Association is governed by a Board consisting of President, Vice President, Secretary and Treasurer. Monthly meetings of the Association take place on the third Tuesday of each month.



*2019 Association Board pictured left to right:
President Thorsvold, Vice President Retzman, Secretary Pace and Treasurer Smith.*

Following are some of the Association's District-sanctioned events and special projects for 2019:

EASTER EGG HUNT

Hundreds of eager egg hunters from infant to 11 years old turned out for the 41st annual Sisters Easter Egg Hunt at Creekside Park. The Easter egg hunt is co-sponsored by the Sisters-Camp Sherman and Cloverdale fire department volunteer associations. More than twenty volunteers hide 6,000 plastic eggs throughout the park for two hours. The eggs are snatched up in about 5 minutes.



RODEO STANDBY & PARADE



District volunteers and staff stood by as backup EMS personnel and provided an on-site ambulance for the Sisters Rodeo each day of the rodeo which was held the second weekend in June.

Members and their families also participated in the Rodeo Parade.

QUILT SHOW

The entire town of Sisters was wrapped in walls of bright colors for the 44th annual Sisters Outdoor Quilt Show on July 13, 2019. District staff and volunteers provide help in hanging and taking down the quilts. The District also staffs a First Aid booth located centrally within the City during the event. Sisters welcomes more than 10,000 visitors from all 50 states and 27 foreign countries that arrive by tour bus, RV, bicycle, motor vehicle and even on foot to take it all in.



Fire Corps members help staff a first aid booth during Quilt Show Saturday

HIGH SCHOOL SPORTS STANDBY

District volunteers stood by as backup EMS personnel and provided an on-site ambulance for the Sisters High School home football games as well as the SALI lacrosse tournament.



COMMUNITY ASSISTANCE FUND

This fund has been set up to help members of the community who would endure a further hardship without financial assistance. Under this program, employees are allowed to spend up to \$100 to provide assistance beyond basic fire suppression and EMS. The fund has been created from non-public funds, including donations made to the District and employee/volunteer contributions. In 2019, a total of 78 requests for assistance were filled with a total of over \$963 in gas/food vouchers and bus tickets.

HALLOWEEN SAFETY FAIR

The District hosts an annual Halloween event including a haunted house along with many other activities for children and their families. Many District volunteers help make this event a success. In addition, it provides an opportunity to educate the public about fire safety.



ANNUAL CHILI COOK-OFF

The Cloverdale Fire Department hosted the 4th annual multi-department chili cook-off. Over 31 Association members attended from Sisters with 4 entering the chili contest. Sisters-Camp Sherman Fire and Ambulance Association have held the award for the past three consecutive years. The 2019 winner was David Ward.



SPIRIT OF CHRISTMAS

The Sisters-Camp Sherman Fire & Ambulance Association and the Sisters Kiwanis Club sponsored the annual "Spirit of Christmas Giving Tree" program providing Christmas gifts to families in need in Sisters Country over the holiday season. It took many volunteers and donations to make the program a success. In 2019, 167 children received gifts with a value of over \$8,350 gifts donated. In addition, the Association received \$4,900 in cash donations for this program.



COMMUNITY CHRISTMAS DINNER

The Sisters-Camp Sherman Fire & Ambulance Association hosts a community Christmas dinner on Christmas Day every year serving over 180 people. It takes many volunteers hours to shop, prepare, serve and clean up.



Community members enjoying Christmas Dinner.

Resident Volunteer Program

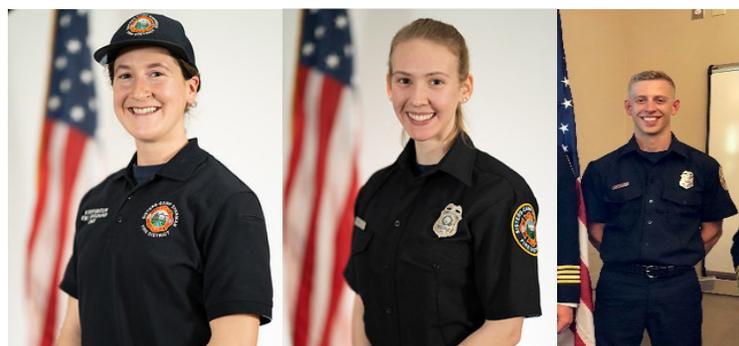
The Sisters-Camp Sherman Fire District offers individuals 18 years and up the opportunity to apply for their Fire/EMS Resident Volunteer Program. The program is designed to promote knowledge of the basic operating principles of the fire and emergency medical services through day-to-day operations, hands-on experience and actual classroom time. Resident Volunteers are trained on the principles of firefighting, fire prevention, fire control, rescue and emergency medical services.

In addition to in-house training, resident volunteers are enrolled in the Fire Science and Paramedic programs at Central Oregon Community College and are assigned to a shift and perform activities with that shift. Resident volunteers will benefit from learning the actual conditions that may be encountered in the job market.

Currently, the program includes six Resident Volunteers and one Resident Volunteer Lieutenant. The Resident Volunteer Lieutenant position is offered to an existing resident based on budget conditions, and allows them to remain in the program for one additional year and earn a bachelor's degree in Fire Service Administration or EMS Administration from Eastern Oregon University. A promotion to Resident Volunteer Lieutenant comes along with the fourth year scholarship. While working under the direct supervision of the Deputy Chief of Operations, the Lieutenant is responsible for many administrative functions within the Resident Volunteer Program. The Resident Volunteer Lieutenant may also be delegated incident management functions under the direct supervision and mentorship of the shift commander.



Pictured top left to right: Lt. Rachelle Beiler, Avery Deutz, Tyson Gradwahl, Israel Pintor. Bottom left to right: Emily Spognardi, Rachel Ulm and Tyler Smith



Resident Volunteers Where are they now?

Hayden Jones

Hayden Jones came to the Fire District in June 2013 fresh out of high school as a Resident Volunteer. He earned his Firefighter and Paramedic certifications and was promoted to Lieutenant of the program in 2016. Hayden completed the program with the Fire District in 2017. Since then, Hayden has been hired at the Department of Public Safety Standards and Training as a Fire Program Trainer! Hayden is duty stationed in Redmond as a Regional Trainer. His training focus and emphasis is on basic firefighting training skills and acting as an instructor for SKID truck.



Cody Manzi

Cody Manzi came to the Fire District in June 2013 fresh out of high school as a Resident Volunteer. He earned his Firefighter and Paramedic certifications and was promoted to Lieutenant of the program in 2016. In his fourth year as a Resident Volunteer, Cody earned his Bachelor's Degree in Fire Service Administration. Since leaving the District in 2017, Cody has been hired at the Lebanon Fire District in Lebanon, Oregon as a Firefighter/Paramedic and was voted their Rookie of the Year in 2018!

Kyle Sharek

Kyle Sharek came to the Fire District a year after graduating high school in June 2014. While a Resident Volunteer, he completed his Firefighter and Paramedic certifications and left the District in September 2017. Since then, Kyle has been hired at the Eugene/Springfield Fire Department as a Firefighter/Paramedic!





“Protecting Life and Property through Quality Service”

We Value:

Community

Service

Excellence

Wellness

Respect

Stewardship

Compassion

Integrity

Innovation

Inclusiveness